

DRAFT AGENDA

Wake County Historic Preservation Commission Monthly Meeting

Tuesday, June 11, 2024 – 3:30 PM

**Room 2800 – Wake County Justice Center
301 S. McDowell Street, Raleigh, North Carolina**

- I. Call to Order/ Roll Call**
- II. Approval of June 11, 2024 Agenda**
- III. Approval of April 9, 2024 Minutes**
- IV. Outreach Committee Report**
- V. Designation Committee Report**
- VI. Staff Report**
 - A. Preservation Fund 2025
 - B. Wake County Principles and Standards Grant Application
 - C. Preservation Celebration 2024
 - D. Preservation Month Proclamation
 - E. Carl G. and Nellie O. Goodwin House, Apex Town Council Public Hearing, April 9, 2024
 - F. Minor Work Approvals
 - G. Other
- VII. Old Business**
- VIII. New Business**
- IX. Other Business**
- X. Chair's Report**
- XI. Adjourn**

DRAFT AGENDA

Wake County Historic Preservation Commission DESIGNATION COMMITTEE

Tuesday, June 11, 2024 – 3:30 PM

**Room 2800 – Wake County Justice Center
301 S. McDowell Street, Raleigh, North Carolina**

- I. Call to Order**
- II. Approval of April 9, 2024 Agenda**
- III. Staff Report**
 - A. Preservation Fund Request 2025
 - B. Other
- IV. Other Business**
- V. Chair's Report**
- VI. Adjourn**

DRAFT MINUTES

Wake County Historic Preservation Commission
Tuesday, April 9, 2024 – 3:30 PM Room 2800 – Wake County Justice Center
301 S. McDowell Street, Raleigh, North Carolina

Members Present (9): Mr. Ed Morris (Chair), Mr. Jeff Hastings (Vice-Chair), Ms. Suzanne Prince, Ms. Peggy Beach, Ms. Camille Morrissey, Mr. Dan Turner, Ms. Karen Padgett, Mr. Brendan Feters, Mr. Nathan Guerin

Members Absent (3): Mr. Tom Carrigan, Ms. Stephanie Ashworth, Ms. Lonnette Williams

Staff (3): Mr. Gary Roth and Mr. Jeremy Bradham, Capital Area Preservation, Inc. (CAP)
Ms. Sharon Peterson, Wake County Planning and Development Services Division

1. Call to Order / Roll Call:

Mr. Morris called the meeting to order at 3:30pm.

2. Approval of April 9, 2024, Agenda

Approved as submitted.

3. Approval of March 12, 2024, Minutes

Approved as submitted.

4. Outreach Committee

Ms. Morrissey handed out the signup sheets with the assignments for the Preservation Celebration to be held on Sunday, May 5, from 3:00pm-5:00pm at the Banks House in Garner. She encouraged commission members to bring at least one dish, but it would be ideal for multiple dishes in case of a larger attendance. All commission members should be on site no later than 1:30pm to have everything set up by 2:30pm so that the program can begin at 3:00pm. The invitation sent out by Staff had an insert with parking directions, but everyone can park behind the house to bring in the food in the back door and move the vehicles to the Senior Center lot just north of the Banks House after. The attire for the event is business casual. Commission members are expected to help clean up after the event ends at 5:00pm and should be finished by 6:00pm. Ms. Morrissey also thanked Mr. Turner for providing the invitations again this year.

N.B. Mr. Roth noted that a microphone and speaker will be needed for the presentations, so if anyone has access to one, it would be appreciated. The presentation is slated to be held outside, but plans might change with the weather, and it might be a little more crowded inside. Mr. Roth further noted that seven hundred invitations were sent out.

N.B. Ms. Padgett stated that Judy Bass, President of the Garner Area Historical Society, forwarded the invitation GAHS board members and encouraged them to attend as well.

5. Designation Committee

Mr. Turner stated that all preservation fund money has been spent for this fiscal year, and we ended up spending \$566.00 over budget. The Town of Apex contributed \$1,500.00 toward the Goodwin House landmark report, which partnership helped stretch the funds even further. For FY24/25, \$22,500.00 has been requested, including a 40/60 Wake County/SHPO match for the update to *Wake County Principles and*

Standards. On a similar note, the roadside markers paid for by this commission and the Town of Zebulon are almost ready to be installed/ in Zebulon. Staff will keep the commission apprised of the scheduled date once NCDOT has approved the locations.

6. Staff Report

- A. Preservation Fund 2024/2025: Mr. Roth noted that the commission spent \$566.00 over the preservation fund budget, but additional funding was received from the Town of Apex as well as from Mr. Hastings to cover extra costs of the Goodwin House landmark report and part of the food costs at the NAPC CAMP training in February. Staff has submitted the funding proposal of \$22,500.00 to Wake County, which includes landmark applications/roadside markers and the matching grant to complete the *Wake County Principles and Standards* update. Wake County Community Services have endorsed the proposed budget, but it will need to be included in the County Manager's budget to be considered before the WCBOC.
- B. *Wake County Principles and Standards* Grant Application due May 10: Staff will be working on the grant application assuming that the county funds are available. We hope that the full amount of \$12,000.00 will be awarded. We would like to put a roadside marker in Shotwell that covers the African American history there as well as landmarking of the church.
- C. Preservation Celebration, May 5, 2024, Banks House, Garner, 3-5: Gary noted that the museum would be open so encouraged commissioners to tell everyone to visit the museum.
- D. John B. and Nancy Strain House, Fuquay-Varina Board of Commissioners Public Hearing, April 2: Mr. Bradham gave a presentation before the Fuquay-Varina BOC during the landmark hearings to consider designating the John B. and Nancy Strain House which was well-received; and the designation was unanimously approved.
- E. Carl G. and Nellie O. Goodwin House, Apex Town Council Public Hearing, Tonight @ 6 PM: Mr. Roth stated that the Staff will be traveling to Apex after this meeting to present the Carl G. and Nellie O. Goodwin House to the Town Council for landmark designation. The owners will be present as well.
- F. NAPC Webinar: Mr. Roth stated that many commission members are now NAPC members due to their attendance at the NAPC CAMP training back in February, and both he and Mr. Bradham will be giving a presentation during a webinar on April 18 discussing nonprofit and preservation commission collaboration. CAP Staff will be having a discussion with the directors of Preservation Pennsylvania and the Florida Trust for Historic Preservation. The partnership between CAP and the WCHPC is unique because CAP offers full staffing services, so it should be an informative webinar series exploring how other nonprofits collaborate with local preservation commissions. Public-private partnerships are a hot topic these days, and Mr. Roth encouraged NAPC members to attend the webinar.
- G. Preservation Proclamation May 2024: Mr. Roth noted that proclamation numbers have been reduced in recent years since so many were being presented before the WCBOC. The new policy is that a WCBOC member must sponsor a proclamation for it to be placed on the consent agenda. The WCBOC wants to have a photo taken with the WCHPC prior to its meeting on May 6 at 5:00pm, the day after the Preservation Celebration. Mr. Roth asked commission members to be present no later than 4:45pm to have their picture taken with the WCBOC prior to the start of the meeting, since it will be approved on the consent agenda with other proclamations.

7. Old Business: Mr. Morris invited Mr. Feters to introduce himself to the new commission members, Mr. Guerin, and Ms. Padgett.

8. New Business: None.

9. Other Business: Ms. Peterson stated that she filled in today for Ms. Nolan, a duty she once held in the early 2000s. She noted that the County Manager will be introducing his budget at the May 6 WCBOC meeting for those that already plan to attend.

10. Chair's Report: Mr. Morris stated that he hopes to see everyone at the Preservation Celebration at the Banks House in Garner on May 5 and reminded commission members to be there early. He also reminded the commission of the picture with the WCBOC the day after on May 6.

11. Adjourned: Hearing no objection, the meeting was adjourned at 3:59pm

Jeremy Bradham
Secretary