

**PLANNING AND
COMMUNITY DEVELOPMENT**

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**TRANSYLVANIA COUNTY JOINT HISTORIC PRESERVATION COMMISSION
MINUTES**

February 14, 2017, 4:00 PM

I. Call to Order, Chair Ellen Pratt Harris:

Ellen Pratt Harris called the meeting to order. Members attending were Ellen Pratt Harris, Jeff Carter, John Huggins, Jeff Mills, Rick Lasater and Marcy Thompson, along with staff member Joy Fields. Aaron Bland (excused), Lauren Wise (excused), and Betty Sherrill, were absent.

II. Approval of Agenda and Minutes:

Ellen Pratt Harris asked if there were any changes needed to the agenda or meeting minutes. There was a suggestion to change the word reflecting to discussion under the item Adjourn on the meeting minutes. John Huggins made a motion to approve the agenda and modified meeting minutes. Jeff Carter seconded the motion, which carried unanimously.

III. Old Business:

- A. 2017 Strategic Plan – Marcy Thompson made a motion to adopt the 2017 Strategic Plan and Rick Lasater 2nded the motion. During the discussion, the addition of a date was requested. The discussion also highlighted the purpose of the plan for directing JHPC actions, serving as an outreach/promotional tool and serving as part of the annual report to elected officials. Completing goal items to highlight the actions of JHPC for elected officials and to move historic preservation forward is important. After the discussion, the 2017 Strategic Plan for JHPC was unanimously adopted.
- JHPC Strategic Plan is attached.

IV. New Business:


- A. Downtown Recognition Program – Informational material with a photo of what the property looked like in the early 1900s and what it looked like in the 1970's along with a 200 word description would be developed in a visually appealing way to recognize the historic aspect of the properties in downtown Brevard. The material would be formatted with the intent to be placed in the window in a plastic frame or other attractive display device. Also included in the window sheet would be a QR code for people to use to see additional photos of the property, located on a webpage dedicated to the Historic Downtown Recognition Program, either on the Planning and Community Development Department website, the Heart of Brevard's website or TDA's website. Ellen Harris will discuss the idea and potential partnership between JHPC and Heart of Brevard with Heath Seymour. Marcy Thompson will gather a list of properties along with descriptions and photos to serve as the information. Ellen and Joy will work together to create a mockup of what the window sheet could look like to assist in discussions with Heart of Brevard and property owners.
- B. Historical sites listed on an app – Because many of the locally designated properties are private residences, property owner permission is needed.
- i. Annual survey of locally designated property owners will be modified to include a question for property owners regarding their willingness to be part of a driving tour with


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an online map/app highlighting historic properties. Joy will review and revise the current survey form. JHPC members will choose 2-3 properties to visit face to face with the updated survey.

- ii. Tax deferment wording on tax bill currently says something to the effect that the tax deferment is for an elderly or disabled property owner and locally historic landmarks may or may not have an elderly or disabled property owner but are still eligible for the 50% tax deferment. Language needs to be discussed with the tax office to clarify the benefit of local historic landmark designation for property owners on their tax bills. Joy Fields will follow up with Ms. McCall, the new tax administrator, and determine if the language can be changed and if in future years, the annual survey for locally listed properties can go out as a tax bill insert.
 - C. Study List Updates – Marcy Thompson updated the study list with addresses, current owners and GPS locations. Many of the properties were updated following a windshield survey to determine if the structure was still standing and to help identify the current owners through the PIN/ web GIS resource. Some of the properties are very dilapidated. JHPC asked Joy Fields to follow up with the State Historic Preservation Office and determine how properties on the study list or on the national list are added or removed.
 - D. Camp Ramble – Staff have not heard back from the NC Youth Camp Association about receiving their help in coordinating the Camp Ramble. JHPC discussed the amount of time and effort that is required for a showcase of camps and decided that without leadership from NCYCA JHPC does not have the capacity to conduct a Camp Ramble.
 - E. Other – Holding a JHPC meeting out in Cedar Mountain is a priority for this year. Jeff Carter will follow up with John Dodson, owner of Mud Dabbers Pottery and the historic springhouse to determine if he has interest in designating his property either as a local or national historic landmark. Designating his property as a historic landmark would provide him with a bit of protection if US 276 was ever considered for widening.
- V. **Adjourn:** Rick Lasater made a motion to adjourn and Marcy Thompson seconded the motion, which carried. The meeting adjourned around 5:00pm. The next meeting is **Tuesday March 14, 2016 at 4:00pm.**

MINUTES APPROVED

 4.11.2017
Ellen Pratt Harris, Chair Date

 4-11-17
Staff Date

Transylvania County JHPC Strategic Plan

Transylvania County Survey completed in 1990-1991

Adopted February 14, 2017



Inventory

Designation

Partnerships

Stewardship

Housekeeping

Membership

Advocacy

Education

Short Term Goals (0-1 year)

Medium Term Goals (2-4 years)

Long Term Goals (5-10 years)

- Update Study List -Windshield Survey of properties
- Update National Designation List

- Review Study List for Priority Properties and reach out to gauge their interest
- Follow-up with Downtown Property Owners
- Create information packets for each JHPC member to have available

- Transylvania County Historical Society
- Transylvania County Library,
- Town of Rosman and City of Brevard
- Heart of Brevard and TDA,
- Friends of Silvermont,
- Transylvania County Historical Museum
- State Historic Preservation Office

- Re-instate survey for designated properties
- Review COA's as appropriate
- Collaborate with Tax office to clarify tax deferral on bill and have historic property owner survey included as tax bill insert

- 2-3 members and staff attend trainings and or webinars
- Report lost historic assets

- Identify interested individuals

- Be a leader in advocating for historic preservation
- Educate about the importance of historic preservation

- Downtown Businesses in Brevard
- Landowners with study list properties
- Brevard City Council and Town of Rosman
- County Commissioners

- Seek grant \$ for architectural survey

- Designate additional properties as either national or local historic landmarks
- Have sites in Transylvania County on the Blue Ridge Heritage Trail

- National Park Service—Blue Ridge Heritage Trail
- National Forest Service
- State Park Service

- Historic Building Management
- 1 page summary of Secretary of the Interior's Standards with photo examples

- Host another CLG Training

- Have a list of applicants to fill vacancies

- Advocate for historic preservation within each community in the county

- Presentations at Community Centers
- Rosman Downtown Recognition Program

- Update survey (~492 properties in first Survey with all photos digitized on Digital NC—digitalnc.org)

- Promote local and national designation and
- Support more regular designations

- Neighboring Historic Commissions
- Regional Historic Organizations

- Matching Grant program to help fund rehabilitation efforts that meet Secretary Standards

- Partner to coordinate a technical training opportunities on historic windows or other specific restoration tasks for property owners.
- Host a designation and review training

- Have full membership with appropriate representation at all times

- Have a unified voice for historic preservation in the county

- Training/technical workshops for property owners