



**CITY OF SOUTHPORT
HISTORIC PRESERVATION COMMISSION
REGULAR MEETING AGENDA**

Indian Trail Meeting Hall: 113 W. Moore Street

March 6, 2024

4:00 PM

Agenda

Please turn off all cell phones

Meetings are open to the public. Face masks and social distancing may be used at the discretion of each individual. Changes to this policy may occur, as needed to help prevent the spread of the Coronavirus.

The regular monthly meeting of the Historic Preservation Commission will be held at 4:00 p.m. on the first Wednesday of each month. All members are asked to attend.

- A. Call to Order**
- B. Invocation**
- C. Pledge of Allegiance**
- D. Approval of Agenda**
- E. Approval of Minutes**
 - 1. February 7, 2024
- F. Public Comment: All Public Comments are limited to three (3) minutes. Additionally, the entire Public Comment period is limited to one (1) hour.**
- G. Old Business**
- H. New Business**
 - 1. Review Local Historic District Map
- I. Other Business**
 - 1. Discussion on Feedback from the 2/15 Planning Board Meeting
- J. Announcements**
- K. Member's Information**
 - 1. Member's Roster and Attendance Record
- L. Adjourn**



**City of Southport
Historic Preservation Commission
Minutes February 7, 2024
Indian Trail Meeting Hall, 113 W. Moore St.**

Member's Present: Charles Drew, Josh Cline McGee, Jim McKee, Bonnie Bray, and Joanne Wesson.

Members Absent: Tal West, Bonner Herring, Rick Pukenas, and Alexis Gore-Graves.

Staff Present: City Planner Mo Meehan and Deputy Clerk Tanya Shannon

Aldermen Liaison: Robert Carroll

- A. Chairman Drew called the meeting to order at 4:00 p.m.
- B. The Invocation was given by Chairman Drew.
- C. Chairman Drew led the Pledge of Allegiance.
- D. Motion to approve the Agenda by Ms. Wesson and seconded by Mr. McKee. ***Unanimous Vote; Motion Carried.***
- E. Motion to approve the January 3, 2024, Meeting Minutes by Mr. McGee and seconded by Ms. Wesson. ***Unanimous Vote; Motion Carried.***
- F. **Public Comment:** None
- G. **Old Business:** None
- H. **New Business:** None
- I. **Other Business:**

1. Historic Design Standards Joint Meeting with the Planning Board.

Ms. Meehan said that at the last meeting, the Commission decided to hold a joint meeting with the Planning Board. This meeting will be held on February 15th at the Community Building, starting at 6:00 p.m. Ms. Meehan will give a brief presentation on the standards, followed by comments and questions from the Planning Board. Chairman Drew inquired if a public hearing would be called. Ms. Meehan responded that it is not required at this stage but could still be called. Ms. Wesson mentioned that the public will have plenty of opportunities to ask questions and provide feedback. Ms. Meehan said that the Board of Aldermen is required to hold a Public Hearing before any decisions are made.

2. Adoption Procedure for Historic District Boundary

Ms. Meehan mentioned that Ms. Kristi Brantley, the Local Government/CLG Coordinator, suggested that the city could use the current national historic district's boundary if they wished to. However, the commission requested that the district's boundaries be extended and updated. To do so, the commission needs to submit a report, including an inventory list with pictures, to the State Historic Office for review. Ms. Meehan provided a handout that outlines the basic local landmark designation process. Chairman Drew confirmed that the Board of Aldermen would have to adopt the district's updates. Ms. Meehan estimated that it could take a few months for the State to approve the new district. She also mentioned that property owners would be informed of the proposed changes to their district. Mr. McGee asked if the properties on the district line could be brought into a clean line, and Ms. Meehan confirmed that the closed perimeters could

be tied in for a cleaner boundary. Alderman Carroll reiterated that the citizens should be informed if they are in the district so they can review the standards.

Ms. Wesson said that the area at the Yacht Basin will have to be reviewed and designated. Ms. Meehan agreed and noted that the Commission would be working on that soon.

- J. Chairman Drew inquired about the next steps in the process. Ms. Meehan shared that she will be working on additional lots that may be considered and provided a map of the areas of interest. The Commission agreed to focus on cleaning up boundary lines rather than unnecessary inclusions. Ms. Meehan explained that some lots are split in the middle. Ms. Bray asked if the Aldermen need to adopt the standards before this is completed. Ms. Meehan clarified that updating and approving the district would make it easier for the public to see if they are in the district and become familiar with the standards. It's possible that the standards will be adopted first, but reviewing the boundaries will take a few weeks.
- K. **Announcements:** Reminder that the Steering Committee will be meeting on March 15th, and Mr. McGee is the Historic Preservation Commission's representative.
- L. Since there were no further questions or comments, Chairman Drew asked for a motion to adjourn. So moved by Mr. McGee and second by Ms. Wesson. ***Unanimous Vote; Motion Carried***

Adjournment—4:25 p.m.

Chairman, Charles Drew

Deputy Clerk, Tanya Shannon

HISTORIC PRESERVATION COMMISSION

MEMBER	Address	Phone Number	Appointment	Expiration
Charles Drew cdrew@cityofsouthport.com	112 Park Ave	(910) 477-2365	Oct. 2022	2024
Rick Pukenas, Vice-Chair rick.pukenas@southportnc.org	119 N. Lord St	(910) 750-1951	Oct 2022	2024
Bonnie Bray, Alternate bonnie.bray@southportnc.org	515 Quarter Master Dr	(301) 741-6698	Oct. 2022	2025
Josh Cline McGee joshcline.mcgee@southportnc.org	195 Gentle Breeze Ct	(704) 614-2956	Oct. 2022	2025
Alexis Gore-Graves alexis.graves@cityofsouthportnc.org	510 N. Lord St	(256) 653-1854	Oct. 2022	2024
Bonner Herring bonner.herring@southportnc.org	112 W. Bay St	(772) 263-1417	Oct. 2022	2023
Jim McKee jim.mckee@cityofsouthportnc.org	114 S. Davis St	(910) 470-0529	Oct. 2022	2025
Joanne Wesson joanne.wesson@southportnc.org	107 River Watch Ln	(910) 264-4009	Oct. 2022	2023
Lewis "Tal" West, Alternate tal.west@southportnc.org	6159 River Sound Cir	(704) 575-6048	Oct. 2022	2025
Maureen Meehan (Mo) mmeehan@cityofsouthport.com	1029 N. Howe St. Southport, NC 28461	(910) 457-7900 Ext 1043	Staff City Planner	
Tanya Shannon tshannon@cityofsouthport.com	1029 N. Howe St. Southport. NC 28461	(910) 457-7929	Staff Deputy City Clerk	
Dorothy Dutton (Dorrie) ddutton@cityofsouthport.com	1029 N. Howe St. Southport, NC 28461	(910) 457-7900 Ext 1010	Staff Assistant City Manager/City Clerk	
Kiley Barefoot kbarefoot@cityofsouthport.com	1029 N. Howe St. Southport, NC 28461	457-7925 (910) 368-5710C	Staff Building Inspector	
Robert Carroll rcarroll@cityofsouthport.com	307 E. Nash St Southport, NC 28461	(910) 465-2717	Board of Aldermen Liaison	

HISTORIC PRESERVATION COMMISSION 2024 ATTENDANCE RECORD

MEETING <u>DATE</u>	Jan 03	Feb 07	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	
<u>NAME</u>													Total
Charles Drew Chair	P	P											
Rick Pukenas Vice-Chair	P	A											1
Alexis Gore Graves	P	A											1
Jim McKee	P	P											
Josh Cline McGee	P	P											
Bonner Herring	P	A											1
Joanne Wesson	P	P											
Bonnie Bray	P	P											
Lewis 'Tal' West	P	A											1