



CITY OF SOUTHPORT
HISTORIC PRESERVATION COMMISSION
Indian Trail Meeting Hall, 113 W. Moore St.
REGULAR MEETING AGENDA

May 1, 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. Introduction New Staff Penny Tysinger**
- E. Approval of Agenda**
- F. Approval of Minutes**
 - 1. March 3, 2024
- G. Public Comment**
- H. Old Business**
 - 1. Inventory Review and Update
- I. New Business**
- J. Other Business**
- K. Announcements**
- L. Member's Information**
 - 1. Attendance Record
 - 2. Member's Roster
- M. Adjourn**



**City of Southport
Historic Preservation Commission
Minutes April 3, 2024
Indian Trail Meeting Hall, 113 W. Moore St.**

Member's Present: Chair Charles Drew, Vice-Chair Rick Pukenas, Jim McKee, Bonnie Bray, Joanne Wesson, Tal West, and Josh Cline McGee

Members Absent: Bonner Herring and Alexis Gore Graves

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

Aldermen Liaison: Robert Carroll

- A. Chair Drew called the meeting to order at 4:04 p.m.
- B. Chair Drew gave the Invocation.
- C. Chair Drew led the Pledge of Allegiance.
Ms. Bray was appointed as a voting member in the absence of Mr. Herring.
- D. Mr. Pukenas motioned to approve the agenda and seconded it to Mr. McGee. ***Unanimous Vote; Motion Carried.***
- E. Motion to approve the March 3, 2024, Meeting Minutes by Mr. Pukenas and seconded by Mr. McGee. ***Unanimous Vote; Motion Carried.***

F. Public Comment:

- 1. Mr. Robert Palmetter, who resides at 308 N. Dry St., recently asked about the Commission's current status. In response, Chair Drew explained that the Commission is awaiting the State's review and approval of the Historic Boundaries while continuing to work on the district's inventory.
- 2. Ms. Pat Kirkman, who resides at 119 Park Avenue, appreciates the work of the Commission. However, she is concerned about the lengthy process of getting things done in the city. Specifically, she feels that the procedure between the Planning Board, Committees, and hearings takes too long before it is presented to the Aldermen. Additionally, she is frustrated with the old Thai Peppers building located on Moore Street. She wants to know if the owners plan to start renovating it and has asked the Commission to retrieve this information. Ms. Kirkman believes that the building is not only aesthetically unappealing but also poses a liability. Chair Drew stated that the Commission would not be able to assist with information on this building at this time and referred Ms. Kirkman to contact Code Enforcement.

G. Old Business:

- 1. Local Historic Boundary Inventory Update and Assignments

Ms. Meehan provided an overview of the proceedings. She informed that the State has approved the design guidelines, and they can be moved forward. However, to proceed with the local historical boundaries, a new inventory needs to be completed and approved by the State. A consultant will help with the review, and a report will be submitted to the State soon. Once this process is completed, the Commission can present the report to the Board for approval and adoption. Ms. Meehan said she hoped that this process would be completed in roughly four months before moving forward to the Aldermen.

- H. Chair Drew raised a question about whether the Planning Board needed to review the matter again, considering they had already submitted their questions and concerns that the Commission had addressed before presenting it to the Board of Aldermen. Ms. Meehan expressed her belief that the matter could proceed to the Board of Aldermen without being reviewed by the Planning Board again.

There was a discussion, and the Commission considered how to complete the inventory efficiently. It was collectively decided to create new field sheets, which would include pictures, to facilitate the new inventory process. Each team member was provided with a map of the boundary line that had previously been approved by the Commission. Following this, each member will be assigned a specific location and will submit their findings to Ms. Meehan upon completion.

- I. **New Business:** None

- J. **Other Business:** Consultant update

Ms. Meehan said Stewart Consultants and Planning, which is working on the Comprehensive Plan, will conduct a vision workshop at the end of April, along with citizen participation. She noted that as soon as the Historic Preservation Commission can update the inventory and send it to the Consultants, they would be able to incorporate it into the Plan.

- K. **Announcements:** None

Ms. Bray was appointed back to the alternate position.

There was no further discussion. Chair Drew requested a motion to adjourn. Mr. Pukenas made a motion to adjourn, which was seconded by Mr. McGee. ***Unanimous Vote; Motion Carried.***

Chair, Charles Drew

Deputy Clerk, Tanya Shannon

HISTORIC PRESERVATION COMMISSION 2024 ATTENDANCE RECORD

MEETING DATE	Jan 03	Feb 07	March 06	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	
<u>NAME</u>													Total
Charles Drew Chair	P	P	A	P									1
Rick Pukenas Vice-Chair	P	A	A	P									2
Alexis Gore Graves	P	A	P	A									2
Jim McKee	P	P	P	P									
Josh Cline McGee	P	P	A	P									1
Bonner Herring	P	A	P	A									2
Joanne Wesson	P	P	P	P									
Bonnie Bray	P	P	P	P									
Lewis 'Tal' West	P	A	P	P									1

HISTORIC PRESERVATION COMMISSION 2024

MEMBER	Address	Phone Number	Appointment	Expiration
Charles Drew, Chair cdrew@cityofsouthport.com	112 Park Ave	(910) 477-2365	Oct 2022	June 2025
Rick Pukenas, Vice-Chair rick.pukenas@southportnc.org	119 N. Lord St	(910) 750-1951	Oct 2022	June 2025
Bonnie Bray, Alternate bonnie.bray@southportnc.org	515 Quarter Master Dr	(301) 741-6698	Oct 2022	June 2026
Josh Cline McGee joshcline.mcgee@southportnc.org	195 Gentle Breeze Ct	(704) 614-2956	Oct 2022	June 2026
Alexis Gore Graves alexis.goregraves@southportnc.org	510 N. Lord St	(256) 653-1854	Oct 2022	June 2025
Bonner Herring bonner.herring@southportnc.org	112 W. Bay St	(772) 263-1417	Oct 2022	June 2024
Jim McKee Jim.mckee@southportnc.org	114 S. Davis St	(910) 470-0529	Oct 2022	June 2026
Joanne Wesson joanne.wesson@southportnc.org	107 River Watch Ln	(910) 264-4009	Oct 2022	June 2024
Lewis "Tal" West, Alternate tal.west@southportnc.org	6159 River Sound Cir	(704) 575-6048	Oct 2022	June 2026
	1029 N. Howe St. Southport, NC 28461		Staff Development Services Director	
Penny Tysinger ptyinger@cityofsouthport.com	1029 N. Howe Street Southport, NC 28461	(910) 457-7925	Staff HPC Planner (PT)	
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	
Robert Carroll rcarroll@cityofsouthport.com	307 E. Nash St	(910) 465-2717	Board of Aldermen Liaison	