



CITY OF SOUTHPORT
Historic Preservation Commission
113 W. Moore Street
Regular Meeting
June 19, 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. Swear in Appointed Members**
 - 1. Joanne Wesson
 - 2. Bonner Herring
- E. Approval of Agenda**
- F. Approval of Minutes**
 - 1. May 1, 2024
- G. Public Comment**
- H. Old Business**
 - 1. Update on Housing Inventory
 - 2. Presentation and Discussion on Proposed Design Standards & Revised District Boundary.
(Consultant Andrea Radford)
- I. New Business**
- J. Other Business**
 - 1. Reschedule/Cancel July 3, 2024, Meeting
- K. Announcements**
- L. Member's Information**
 - 1. Member's Roster

2. Attendance Record

M. Adjourn



City of Southport
Historic Preservation Commission
May 1, 2024
Indian Trail Meeting Hall, 113 W. Moore St.

Member's Present: Vice-Chair Rick Pukenas, Jim McKee, Bonnie Bray, Joanne Wesson, Tal West, Josh Cline McGee, Bonner Herring, Alexis-Gore Graves, and Chair Drew.

Members Absent: None

Staff Present: City Planner Mo Meehan, Historic Preservation Planner Penny Tysinger, and Deputy Clerk Tanya Shannon.

Aldermen Liaison: Robert Carroll

- A. Vice-Chair Pukenas called the meeting to order at 4:07 p.m.
- B. Ms. Alexis Graves-Gore gave the Invocation.
- C. The Pledge of Allegiance was led by Vice-Chair Pukenas.
- D. Introduction of new Historic Preservation Planner Penny Tysinger.
- E. Mr. McKee motioned to approve the agenda and seconded it to Ms. Wesson. ***Unanimous Vote; Motion Carried.***
- F. Motion to approve the April 3, 2024, Meeting Minutes by Mr. McKee and seconded by Mr. Ms. Wesson. ***Unanimous Vote; Motion Carried.***
- G. **Public Comment:** None
- H. **Old Business:**

1. Inventory Review and Update

During the update, Ms. Meehan informed the Commission that the State had approved the design guidelines, allowing the project to progress. A new inventory for the local historical boundaries is necessary, and it was decided that a consultant would assist with the review. Once completed, the Commission can present the report to the Board for approval. Ms. Meehan anticipates the completion of this process within approximately four months before proceeding to the Aldermen.

Ms. Meehan provided an overview of the technical property location and explained the importance of gathering as much information as possible. Ms. Andrea Radford from the state will assist the Comprehensive Plan consultants and provide a report to the Commission. Ms. Radford will take inventory, include it in the report, and meet with the commission. It is expected that compiling everything will take three to four months. To submit spreadsheets, PDFs, or hard copies, team members are asked to provide them to Ms. Meehan. During the boundary walk, no issues were encountered.

Ms. Bray inquired about assessing the integrity of the house. Ms. Meehan clarified that any new construction and structures that cannot be repaired will be classified as noncontributing.

Ms. Andrea Radford will conduct a comprehensive review and, if necessary, visit the property in person. Subsequently, Ms. Meehan will provide an update on the progress and create a spreadsheet with the new information.

I. New Business: None

J. Announcements: None

There was no further discussion. A motion was made by Mr. McKee to adjourn and was seconded by Ms. Gore-Graves. ***Unanimous Vote; Motion Carried.***

Adjourn—4:32 p.m.

Vice-Chair, Pukenas

Deputy Clerk, Tanya Shannon

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	

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	P								1
Rick Pukenas Vice-Chair	P	A	A	P	P								2
Alexis Gore Graves	P	A	P	A	P								2
Jim McKee	P	P	P	P	P								
Josh Cline McGee	P	P	A	P	P								1
Bonner Herring	P	A	P	A	P								2
Joanne Wesson	P	P	P	P	P								
Bonnie Bray	P	P	P	P	P								
Lewis 'Tal' West	P	A	P	P	P								1