CITY OF SOUTHPORT

Historic Preservation Commission

Regular Meeting

Indian Trail Meeting Hall: 113 W. Moore Street

April 5, 2023

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. Vote in Alternates if needed

E. Approval of Agenda

F. Approval of Minutes

1. March 1, 2023

G. Public Comment

H. New Business

1. Secretary of the Interior's Standards for Rehabilitation Presentation – Jeff Adolphsen, Senior Restoration Specialist, NC State Historic Preservation Office.
2. Leverage NC Video on the Importance of Historic Preservation.

I. Old Business

1. Inventory Update

J. Other Business

K. Announcements

L. Member's Information

1. Member's Roster
2. Attendance Record

M. Adjourn

Historic Preservation Commission Meeting Minutes
Indian Trail Meeting Hall
March 1, 2023
4:00 P.M.

Members Present:	Charles Drew. Rick Pukenas, Jim McKee, Alexis Gore Graves, Joanne Wesson, Josh Cline McGee, Bonner Herring, Bonnie Bray, and Tal West
Members Absent:	None
Staff Present:	Travis Henley, Director of Development Services Maureen Meehan, City Planner Tanya Shannon, Deputy Clerk
Board of Aldermen Liaison:	Robert Carroll
Others:	Karen Mosteller, Rich Alt, Pat Kirkman, and Travis Gilbert, Executive Director with the Historic Wilmington Foundation

A. Chairman Charles Drew called the meeting to order at 4:00 p.m.

B. The Pledge of Allegiance was led by Chairman Drew.

C. The Invocation was given by Chairman Drew.

D. Mr. Pukenas Motioned to approve the Agenda and was seconded by Ms. Wesson. ***Unanimous vote; Motion carried.***

E. A Motion was made to approve the February 1, 2023, Minutes by Mr. Pukenas and was seconded by Mr. Herring**. *Unanimous vote; Motion carried.***

F. Public Comment:

Ms. Pat Kirkman stated that at the Historical Meeting last week, it was decided that the Plaques were no longer a fundraiser. However, they are still available through the Historical Society with an application available on their website. She said if the property owner wants a Plaque, they must initiate the process. She also wanted the Board to be aware that some owners have constructed their own Plaques to put on their homes, which is their right. She said that as the survey of the City is being conducted, the Board should know there is no credence to the homemade Plaques. She explained that some owners had designed their own Plaques with various dates and names, but to become

registered, they must meet the criteria and be over 75 years old with the original property owners' names. Mr. McKee asked if it was possible for the Historical Society to follow the same guidelines as the Historic Preservation once they had been completed. Ms. Kirkman said she no longer serves on the Board and referred to Mr. Travis Gilbert. He said that he would like to see uniformity between the Historical Society and the Commission. He would bring the suggestion to the Board for collaboration on the criteria and guidelines, such as collaboration and agreement on designating the age of the structure for both entities.

G. Old Business:

1. **<u>Inventory Discussion and Review</u>**

At the February 1st Meeting, Members were designated to various locations in the Historic District to observe and take inventory. An Inventory Checklist was provided to the Board as a guide to location, status, specifics, and pictures. The Commission divided up and surveyed different locations in the designated Historic District.

There was much discussion on determining if the homes were contributing or non-contributing. It was stated that a lot has changed since 1980, and some of the homes have changed quite dramatically but remain in the house's footprint and have similar characteristics to the original home. Staff stated that more information was needed on roof prototypes to help distinguish historic features. Mr. McGee will send information to the Commission with various prototypes and materials used for roofing.

Ms. Wesson said it was challenging to identify if the home was built before 1980 and if it appeared to be inside the criteria for historic designation. She said she could search tax records to see when the house was built. But trying to determine from a distance was difficult.

Mr. Herring stated that now that the standards and guidelines are coming together, it will help identify contributing and non-contributing. He feels that there are a lot of "historic houses" in Southport that have been reclaimed and repaired. He sees that if the home was kept in the same footprint with the intent to salvage and incorporate material to maintain the characteristics of the building, it should be deemed contributing. He also said that some homes do not appear to be contributing from the outside, but they do have heritage, perhaps by family history or long-time community residents.

Mr. Pukenas said the goal is to preserve and maintain the house's historical characteristics. Sometimes there will be homes incorporating new materials in with the old, but the character remains the same.

Ms. Gore-Graves said that looking at various types of roofs and siding, it was difficult to determine what type it was. She said it would be useful to have various examples or guides to help determine the materials used to construct the historic homes.

Mr. West said he had completed most of his inventory on the list. He said that it was more challenging than he expected. He recommended adding a note or labeling the pictures to remember the addresses.

Ms. Bray questioned how the List and Photographs would be submitted and uploaded once completed. Director Henley said all the information and pictures would be sent to Staff and compiled into a spreadsheet. Ms. Bray said she had completed her inventory but had a few issues. She said the "Russell House" has a Plague, but it is not on the Registered Inventory List. She said there was also a big house across from Potters Seafood on the 300 block of W. Moore Street that is no longer there. Ms. Bray said that 406 W. West (Mr. Russ Ferris) is not listed on the 1980 Inventory list, but she feels

it should be unless it was so downtrodden it was considered non-contributing. She said it is the "Captain Charlie Swain" house and is in good shape now. She also noted that 404 Brunswick Street, Bill Rabon's home, is not on the Inventory List. She said she would contact the owner to get more information.

Directory Henley said that the Inventory List is still being worked on and will need to be updated. He said if anyone has questions to contact him or City Planner Meehan. He said that the Commission would collaborate on the next steps once the Inventory has been completed. Chairman Drew asked what the deadline for submittal would be. Mr. Henley said he would like for it to be by 3/27 if possible. Ms. Bray said she was going back out to determine if there was other Inventory that needed to be on the list. Mr. Herring suggested the "Land Glide" app he uses for GPS to pinpoint the location and access key parcel data.

H. New Business: None

I. Other Business: None

J. Announcements:

Chairman Drew announced that the next Historic Preservation Commission Meeting would be on April 5th at 4:00 P.M. at the Indian Trail Meeting Hall.

Adjourn:

There being no further business or concerns, a Motion to adjourn was made by Mr. McKee and seconded by Mr. Pukenas. ***Unanimous vote; motion carried.***

Meeting adjourned at approximately 4:50 p.m.

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Chair, Charles Drew Deputy Clerk, Tanya Shannon

DRAFT

HISTORIC PRESERVATION COMMISSION
MEMBER'S TABLE

					Appointment	Expiration	
1.	Charles Drew Chair	112 Park Ave	910-477-2365	cdrew@cityofsouthport.com	Oct. 13, 2022	2024	2 Yr
2.	Rick Pukenas Vice-Chair	119 N Lord St	910-750-1951	rpukenas@msn.com	Oct. 13, 2022	2024	2 Yr
3.	Alexis Gore Graves	510 N Lord St	256-653-1854	alexisgoregraves@gmail.com	Oct. 13, 2022	2024	2 Yr
4.	Jim McKee	114 S Davis St	910-470-0529	jim.mckee@ncdcr.gov	Oct. 13, 2022	2025	3 Yr
5.	Josh Cline McGee	195 Gentle Breeze Ct	704-614-2956	cmadesign7@gmail.com	Oct. 13, 2022	2025	3 Yr
6.	Bonner Herring	112 W Bay St	772-263-1417	bonner@ocean2oaks.net	Oct. 13, 2022	2023	1 Yr
7.	Joanne Wesson	107 River Watch Ln	910-264-4009	river2992955@gmail.com	Oct. 13, 2022	2023	1 Yr
8.	Bonnie Bray	515 Quarter Master Dr	301-741-6698	blbray@mac.com	Oct. 13, 2022	2023	ALT
9.	Lewis 'Tal' West	6159 River Sound Circle Dr	704-575-6048	tal@multimarketingnc.com	Oct. 13, 2022	2023	ALT
10.	Travis Henley	1029 N Howe Street	910-457-7961	Development Services Director thenley@cityofsouthport.com			
11.	Mo Meehan	1029 N. Howe Street	910- 457-7900 x 1043	City Planner mmeehan@cityofsouthport.com			
12.	Tanya Shannon	1029 N. Howe St.	910-457-7929	Deputy Clerk tshannon@cityofsouthport.com			
13.	Robert Carroll	1029 N. Howe St.	910-465-2717	Alderman Liaison rcarroll@cityofsouthport.com			

Adopted September 8, 2022

HISTORIC PRESERVATION COMMISSION
2022-2023 ATTENDANCE RECORD

MEETING DATE	Dec. 2022	Jan. 4th	Jan. 23rd	Feb. 1st	Mar.	Apr.	May	June	July	Aug	Sept	Oct	Nov	Dec	
NAME															**Total Absences**
Charles Drew Chair	**P**	**P**	**P**	A	**P**										1
Rick Pukenas Vice-Chair	**P**	**A**	**P**	**A**	**P**										2
Alexis Gore Graves	**A**	**P**	**P**	**P**	**P**										1
Jim McKee	**P**	**P**	**P**	**P**	**P**										
Josh Cline McGee	**P**	**P**	**P**	**P**	**P**										
Bonner Herring	**P**	**P**	**P**	**A**	**P**										1
Joanne Wesson	**A**	**P**	**P**	**P**	**P**										1
Bonnie Bray	**P**	**P**	**P**	**P**	**P**										
Lewis 'Tal' West	**P**	**P**	**P**	**P**	**P**										

P = Present
A= Absent

December 7, 2022

P = Present
A= Absent

December 7, 2022