

HISTORIC PRESERVATION COMMISSION

MINUTES

October 13, 2010

Members Present: Louise Howard (Chairman), Alexis Cooke (Vice-Chair), Debra Ludas, Durward Matheny (Treasurer), Parker Schlink, and Sandy Smart
Members Absent: Amy Dowdle, Thomas Neal, and Johanna Trotter
Staff Present: Agnes Wanman (Planner)
Guests Present: Chris Kaeberlein and Charlotte Jenkins

CALL TO ORDER

The meeting was called to order at 7:35pm by the Chair after the Christmas Tour Committee meeting.

APPROVAL OF MINUTES

The minutes of the September 8, 2010 meeting were unanimously approved.

PUBLIC HEARINGS AND COA CASE REVIEWS

- A. **COA-10-11:** A request filed by Charlotte Jenkins to erect a 3 foot high wood fence with a gate around the front yard of her home at 413 North Main Street.
Agnes Wanman and Charlotte Jenkins were sworn in by the chair.
Agnes presented the application and staff report and submitted them into the record. This application was for the installation of a wood picket fence, 3 feet high, with a gate around the front yard of the house. She offered several recommended conditions, such as to allow the applicant to install another gate, this time on the side facing the street without requiring her to return for another COA and to require that the gate be the same width as the walkway to the front

porch. Because no design was presented for the gate provision was made for taller portions, but no taller than 42 inches, the maximum height allowed in the design guidelines. If the gate is to be decorative or taller than 42 inches the applicant must return for another COA. Agnes suggested that the HPC delete condition #7 given in the staff report. This condition specifies the minimum distance required between the fence and the electric transformer. However, the transformer is more than 3 feet from the property line so this clearance will not be disturbed in any case. The fence will be painted white. Ms. Jenkins clarified that the fence was primarily to keep her small children from roaming and that the fence would be painted white.

After general discussion Debra Ludas moved that the request meets the Secretary of Interior's Standards for Rehabilitation in that no historic materials will be removed and the historic character of the property will be unimpaired. Durward Matheny seconded the motion which passed unanimously. Debra then moved that the request meets the Wake Forest Historic District Design Guidelines in that the style, size, material, and location of the fence is compatible with the historic property. Sandy Smart seconded the motion which passed unanimously. Debbie then moved to approve the COA with all conditions in the staff report, except #7. Parker Schlink seconded the motion which passed unanimously.

TREASURER'S REPORT

Durward Matheny gave the Treasurer's report. Other than a little interest accruing, there has been no activity in the last couple of months. Our current bank balance is \$4,773.82. We have a CD due to expire in November. Debbie Ludas moved to roll it over. Sandy Smart seconded the motion which passed unanimously.

PUBLIC COMMENT

None

OLD BUSINESS

- A. Design Elements in the East End Area:** Agnes Wanman briefly reviewed the purpose of these possible zoning changes. Discussion was postponed until November.
- B. Follow-up on the PNC Annual Conference in Durham:** Agnes Wanman was the only one present that attended the conference. There were some interesting sessions, but others she found disappointing. The focus of the conference was sustainability. She hoped to find out information on how to incorporate this goal into local activities or design guidelines but did not find anything particularly useful. Highlights for her were the historic homes and loft apartments on the tour.

C. **Other:** None

NEW BUSINESS & ANNOUNCEMENTS

- A. **Lighting Plan for North Main Street:** We need to do a lighting plan for North Main Street including where should street lights be installed and what the cost would be. This plan would cover the entire historic district portion of North Main Street, including underground wiring. We could then work to get it into the town budget.
- B. **Letter to DOT:** Some years ago the mayor sent a letter to DOT requesting that trucks be limited on North Main Street. The request was denied but said that the request could be readdressed after the NC-98 bypass was complete. All phases are now open. We need to send another letter.
- C. **HPC Training:** We didn't get enough HPC members to attend the PNC annual conference. Our CLG requirements are for a minimum of 3 members receive training. We need to check to see if attending Melanie Murphy's presentation at the Wake Forest Historical Association can count toward that required training.
- C. **Other:** None

ADJOURNMENT

The meeting was adjourned at apx. 8:55pm.

Respectfully submitted,

Louise Howard, Chairman

Agnes W. Wanman, Secretary