

**MINUTES ADOPTED BY THE GREENVILLE HISTORIC PRESERVATION
COMMISSION**

February 23, 2016

The Greenville Historic Preservation Commission held a meeting on the above date at 6:00 p.m. in the City Council Chambers of City Hall located at 200 West Fifth Street.

COMMISSION MEMBERS PRESENT:

JEREMY JORDAN-CHAIR

DAVID HURSH-VICE CHAIR

DAVID DENNARD

ALICE ARNOLD

KERRY CARLIN

WILLIAM GEE

ELIZABETH WOOTEN

STAFF MEMBERS PRESENT: COLLETTE KINANE, PLANNER II and AMY NUNEZ, SECRETARY

OTHERS PRESENT: BILL LITTLE, ASSISTANT CITY ATTORNEY and JEWEL JONES, COMMUNICATIONS TECHNICIAN

ADDITIONS/DELETIONS TO AGENDA

Mr. Hursh made a motion to add the Historical Marker Program and accept the amended agenda, Mr. Dennard seconded the motion and it passed unanimously.

APPROVAL OF MINUTES

Mr. Carlin made a motion to approve the January 26, 2016 minutes as written, Ms. Arnold seconded the motion and it passed unanimously.

NEW BUSINESS

Minor Works COA's

Staff reported three Certificates of Appropriateness issued:

#2016-01: 205 E 4th St., Myron T. Hill – Window reconstruction. Approved.

#2016-02: 403 Biltmore St., Delcor, Inc. – Change out heat pump. Approved.

#2016-03: 407 Student St., Pollard & Son – Change out heat pump. Approved.

2015 Local Landmark Request

Ms. Kinane stated that the former St. Andrew's Episcopal Church at 430 Bonner's Lane is ready to pursue local designation. She stated it was built in 1912, sold by diocese in 1969 and it has been home to several different churches since then. She stated the

property is in good condition.

Ms. Arnold made a motion to approve the local landmark designation request, seconded by Mr. Hursh and the motion passed unanimously.

2016 Local Landmark Request Selection

Ms. Kinane stated the Selection Committee met and came up with the following selections:

- Roxy Theatre: 629 Albemarle Avenue; built in 1948; art deco style; originally served as the City's African-American Theatre.
- Guy Smith Stadium: 2113 Myrtle Avenue; built in 1938-39 as a WPA project; very few changes since construction (field, scoreboard, dugouts); used by Greenville Greenies, ECU, and Little League.
- Agnes Fullilove School: 1600 Chestnut Street; built in 1924; designed by George R. Berryman; constructed by CB West Construction Co.; colonial revival style; originally the West Greenville Grammar School; renamed in 1958.
- Fire/Rescue Drill Tower: 206 N. Skinner Street; completed in 1924; built with donations from M.O. Minges; initially used by other fire companies from Eastern NC.
- Dr. Andrew Best House & Practice: 401 Moyewood Drive; Dr. Best practiced in Greenville from 1954-2004; he aided in desegregating ECU and advocated for the medical school; little is known about the structure; built in 1953.

Ms. Kinane stated that if the Commission approves the list, she would begin the process by sending out letters to the property owners to see if they are interested.

Mr. Hursh made a motion to approve the 2016 Local Landmark List, seconded by Ms. Arnold and the motion passed unanimously.

2016-2017 Work Plan

Ms. Kinane included the HPC 2016-2017 work plan in the member's packets. The document stemmed from a 2009 work plan. She included items from 2009 that were not complete and added new items. She stated the plan is a draft. She requested that Commissioners review and meet in their designated committees to discuss the plan.

Mr. Hursh asked if the plan included too much to complete in a year.

Ms. Kinane stated the work plan has items to achieve not necessary complete them all. She noticed she omitted grants and will add it to the work plan. The state offers a

Certified Local Government (CLG) grant to designate a local commercial historic district. This would require public input.

Mr. Hursh stated he would like to see the Greenville Commercial District be a good project to preserve since it is the old Greenville.

Chairman Jordan asked Ms. Kinane to send out emails to get committees to meet.

Historical Marker Program

Ms. Kinane met with the Selection Committee regarding the creation of a Historical Marker Program. The next step is to create a task force of community members to discuss the program, discuss the design of the marker and hold community meetings. She provided a handout which is a draft of the Historical Marker Task Force Plan.

Chairman Jordan asked if this was something the City Manager's office wanted.

Ms. Kinane stated yes. Once a design is finalized, the information will be submitted to the City Manager's Office and City Council for approval and funding. If the Commission is ready to approve the Plan and move forward with the next steps of the task force, then a motion and vote can be made or make requests for revisions.

Ms. Arnold requested that an approval be done but with flexibility to change as needed.

Ms. Wooten asked what was being done currently for historical markers.

Ms. Kinane stated they do not have any. She stated that once the program is in place the Convention Center would like to tie the markers into local tourism.

Mr. Dennard asked if information was included regarding responsible parties due to damage to or replacement of the markers.

Ms. Kinane did not include the information since funding is unknown at this time.

Chairman Jordan stated that could be something discussed by the task force.

Mr. Dennard asked who ultimately oversees the project.

Ms. Kinane stated the Historic Preservation Commission.

Mr. Hursh asked that the task force would get the program up and running and then would the HPC would responsible for checking the markers.

Ms. Kinane stated yes.

Chairman Jordan stated that the task force could be viewed as a sub-committee.

Ms. Kinane stated yes. The Commission will give final approval of the recommendations of the task force.

Attorney Little stated the draft plan is a guide. Once the plan is approved, then rules and procedures will be adopted to include who is responsible and give direction for the care of the markers. This will be the work of the task force and will be assisted by the Commission.

Mr. Hursh made a motion to approve the creation of the Historical Marker Program task force, seconded by Mr. Gee and the motion passed unanimously.

PUBLIC COMMENT PERIOD

No one spoke for public comment.

COMMITTEE REPORTS

Design Review Committee

Chairman Jordan stated they did not meet since there were no COA applications.

Publicity Committee

Mr. Hursh stated they did not meet.

Selection Committee

Mr. Gee stated that the Selection Committee items had already been discussed tonight.

Chairman Jordan stated he wanted to review the members on the Committees.

- Design: Jordan and Wooten
- Publicity: Hursh and Arnold
- Selection: Jordan, Dennard and Gee

Mr. Carlin stated he would join the Design Committee.

Ms. Kinane stated that two new Commissioners will be joining next month.

ANNOUNCEMENTS

Upcoming Events

Ms. Kinane stated the following events:

1. *Jane's Walk Weekend*. This is the first weekend of May in honor of Jane Jacobs who advocated about getting out in the community and walking around to improve safety and get you in touch with your neighbors. She stated the Pitt County Historical Society has expressed interest in sponsoring a walk around Cherry Hill Cemetery.
2. *May is Historic Preservation Month*. Ms. Kinane stated she has place a request for a mayoral proclamation to officially make May a Historic Preservation Month in Greenville.
3. *HPC Awards*. The award ceremony will take place in May. Date, time and location to be determined.
4. *Annual Spring Clean Up*. It will be held Saturday April 16th starting at 8am.

CLOSED SESSION

Attorney Little stated that a closed session must have a motion, vote and reason why. A closed session is to prevent the disclosure that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statues, said law rendering the information as privileged or confidential being the Open Meetings Law.

He listed nine items allowed: to prevent disclosure of information that is privileged or confidential; to prevent premature disclosure of an honorary degree, scholarship prize or award; to consult with an attorney retained by the public body to address litigation and/or potential settlement actions or process of attorney/client privilege; to discuss matters in relation to a location or expansion of industries or other businesses within the City limits; to establish or instruct the public bodies, staff or negotiating agents concerning the purchase of materials, entering into contract or terms and conditions of a contract; to consider the qualifications, confidence, performance, conditions of appointment or employment of a public officer or employee; to plan or conduct or hear reports concerning investigations of alleged criminal misconduct; to establish plans for the board of education related to emergency responses; and to discuss or take action regarding plans to protect public safety related to existing or potential terrorist activities. Attorney Little stated a motion (and vote) stating the purpose of a closed session would be necessary. If approved the public would be excluded and the cameras would be off. It would not be necessary to reopen the meeting to close it afterwards it noted in the motion that the meeting will adjourn after the closed session.

Chairman Jordan stated that the closed session was just to discuss the award winners.

Mr. Hursh made a motion to enter into closed discussion, to discuss award winners, to prevent the premature disclosure of an honorary degree, scholarship, prize or similar award and to adjourn after the closed session, seconded by Ms. Arnold and the motion passed unanimously.

Meeting entered closed session at 6:38 pm

The closed session ended and meeting adjourned at 6:52 p.m.

Respectfully Submitted,

Collette Kinane, Planner II