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4 **Historic Preservation Commission**
5 **Meeting Minutes**
6

7 **July 9, 2009**
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9 Members Present: George Nicholas, Vice-Chair
10 Sam Leary
11 David Heim
12 Ron Askew
13 Joyce Howe
14 Victor Pickett
15

16 Staff Present: Mark E. Shea
17 Catherine Lindley
18 Lennie Luke
19

20 The regular meeting began at 4:00 p.m. with introductions. Mr. Nicholas officially
21 thanked Mr. Pickett for hosting the last meeting and for providing a wonderful tour of his
22 home. Mr. Nicholas asked if the agenda could be amended to discuss the recent
23 accidental demolition of the farmhouse on the Heritage Park site. Mr. Shea distributed
24 a letter from the City Manager that indicated that a mistake was made by the City. The
25 letter provided a timeline and concluded by stating that the City Manager's Office will be
26 reviewing the matter in more detail. Catherine Lindley indicated that the Commission's
27 City Council liaisons were aware and upset over the situation. Lennie Luke described
28 what happened in general terms and emphasized that his department was upset over
29 what happened and that they were planning to pursue rehabilitation and use of the
30 structure. Several Commissioners expressed deep regret and disappointment over the
31 event. Mr. Nicholas discussed several safeguards, from his architectural experience
32 that would be helpful in the future. These were:

- 33
- 34 • provide specific language;
 - 35 • provide sketches/diagrams/pictures indicating what is or is not to be demolished;
 - 36 • tagging the structures with ribbons or paint; and
 - 37 • Meet with the demolition expert on site.
- 38

39 The focus of Commission discussion was on how to avoid this happening again. The
40 Commission discussed drafting a letter expressing their concerns and
41 recommendations to the City. It was decided to hold off on this until next month in order
42 for the City to provide further information regarding the cause of the demolition and any

1 corrective actions that are taken. Mr. Nicholas thanked Mr. Luke for coming to the
2 meeting to discuss the situation and Mr. Luke was excused.

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4 The meeting continued with consideration of the May and June meetings. Ms. Howell
5 made a motion to approve the June minutes. Mr. Leary seconded the motion and the
6 motion was approved. Mr. Pickett made a motion to approve the May minutes. Ms.
7 Howell seconded the motion and the motion was approved.

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9 Mr. Shea informed the Commission that Public Works has approved of the roadway
10 sign policy. There was no further discussion by the Commission regarding a policy for
11 interpretive signs. Mr. Shea asked if there was any comments regarding the
12 Comprehensive Plan chapter as staff is in the process of updating the document. There
13 was a little discussion of this at the end of the meeting. Mr. Shea asked that
14 Commissioners provide input on what should be changed or added within the next
15 month. He indicated that there will be public meetings in August and September
16 regarding what changes the meeting attendees think should be made to the existing
17 plan.

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19 Mr. Pickett raised additional concerns regarding the Heritage Park house demolition and
20 expressed concern over the process and staff intentions regarding the structure. Other
21 committee members then expressed similar concerns. Ms. Lindley reiterated that City
22 staff and the City Council liaisons are concerned about the situation. Mr. Shea
23 indicated that it was clear to him that Parks had a desire to save the structure. A
24 suggestion was made that the HPC members be notified of all significant steps
25 regarding issues that the HPC is involved with (this would include planning projects and
26 contracts. Mr. Shea would be the point of contact for the other depts...

27
28 Mr. Nicholas inquired as to whether Lin Olsen responded to his last e-mail regarding a
29 step by step process to establishing a foundation or similar organization to advance
30 rehabilitation projects. The Commission discussed such a process and inquired that Mr.
31 Shea check with nearby universities. Mr. Heim will look back in his files in regards to
32 the process used to renovate the African-American school in Currituck County. Several
33 Commission members expressed the need to support citizens with the necessary start
34 up information in this regard. A suggestion was made that the HPC meet at least
35 quarterly with the Norfolk County Historic Society to share information. Mr. Shea will
36 contact the President and see if he/she can come to the next meeting.

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38 The next item of business was the election of officers for the next year. Mr. Leary made
39 a motion to appoint George Nicholas as Chair. Ms Howe seconded the motion and the
40 motion was approved unanimously. Mr. Pickett made a motion to appoint Mr. Heim as
41 Vice-Chair. Ms. Howe seconded the motion and the motion was approved
42 unanimously. The Commission unanimously reappointed Mr. Shea as Recording
43 Secretary.

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45 The Commission continued with discussion of goals and objectives. Several of the new
46 members indicated that they were not clear on what the commission's mission was. Mr.

1 summarized the basic intent of the Code Section was to advise staff the Planning
2 Commission, and City Council on preservation matters. The Code section was written to
3 be open ended in regards to educational efforts and other endeavors that the
4 Commission may get involved in. He also indicated that the City's web page provides a
5 good source of historic information related to the Commission's activities. Mr. Heim
6 suggested bringing information from the Strategic Planning workshop held a couple of
7 years ago. The Commission asked that discussion of the mission, goals and objectives
8 be an agenda item at the next meeting. They also inquired of the possibility of
9 advertising their minutes in the newspaper. Mr. Shea stated that this would cost money.
10 He indicated that the minutes are currently on the web page.

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12 There being no further business, the meeting was adjourned at 5:30 p.m.

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