

**Boone Historic Preservation Commission
Meeting Minutes
August 25, 2009**

Committee Members in Attendance: Bettie Bond-Chairperson, Bill Dixon, Chuck Watkins, and Janet Pepin

Planning Staff in Attendance: Brian Johnson-Urban Design Specialist and Brenda Henson-Board Secretary

Call to Order

Chairperson Bond called the meeting of the Boone Historic Preservation Commission to order at 3:03 p.m.

Approval of Minutes

Commission Member Dixon made a motion to approve the June 29, 2009 meeting minutes as correct. Commission Member Pepin seconded the motion.

VOTE: Aye – All
 Nay – None

The motion was approved unanimously.

Discussion of Upcoming Goals and Desired Actions

Commission Member Pepin began by reviewing the Task Status Report she had prepared (**see attached**). Council Member Pepin stressed that the group needed to focus on completing the task of expanding the Commission's powers and abilities.

Chairperson Bond stated she would like to have the membership expanded. Discussion ensued regarding the number and type of members desired and the length of terms. It was felt that seven (7) members should be required, with no more than 40% of the members being from the ETJ. Terms would be for three (3) years. Members could serve no more than two (2) consecutive terms with a one (1) year time lapse before a member could be reappointed. The seven (7) members should consist of two (2) Town Council members, two (2) people with significant experience in historic preservation, one (1) construction related individual, one (1) architect or individual with significant architectural knowledge, and one (1) member at large. Commission Member Dixon made a motion to approve the expanded membership and terms language as discussed. The motion was seconded by Chairperson Bond.

VOTE: Aye – All
 Nay – None

The motion was approved unanimously.

Discussion continued and Commission Member Dixon made a motion to approve the following language:

1. Designate historic properties on the basis of local criteria and local procedures (designate historic properties)
2. Set historic district boundaries based on the distribution pattern of historic properties and other community considerations (define historic districts)
3. Provide recognition for the community's significant historic properties
4. Provide protection of character-defining features of a historic property in conjunction with created design guidelines and a design review process that includes a requirement for approval of all changes to the exterior of historic properties and review of new construction near a historic property
5. Informs property owner of possible tax benefits
6. Provides a review for proposed demolitions within a historic district or of an individual historic property to allow for preservation alternatives to be considered

The motion was seconded by Commission Member Pepin.

VOTE: Aye – All
 Nay – None

The motion was approved unanimously.

Board Member Dixon made a motion to approve the following powers for the Boone Historic Preservation Commission as authorized by NC General Statute for Historic Preservation Commissions:

1. The Boone Historic Preservation Commission cannot designate a district or property as historic unless it is first reviewed by the NC Dept. of Cultural Resources
2. All language for an ordinance must be subject to the public hearing and review process
3. The Boone Historic Preservation Commission can recommend the removal of a historic designation of a property
4. The Boone Historic Preservation Commission can enter private lands for examination or survey but not interior of properties

The motion was seconded by Chairperson Bond.

VOTE: Aye – All
 Nay – None

The motion was approved unanimously.

The Commission wished to review their recommendations via e-mail and then forward the information to Mr. Furguele, Town Attorney, to create draft language to present to Town Council for their approval to be heard at the November public hearing.

The next meetings were scheduled as follows:

- Wednesday, September 16, 2009 at 2:30 p.m.
- Wednesday, October 21, 2009 at 2:30 p.m.
- Wednesday, November 18, 2009 at 2:30 p.m.
- Wednesday, December 16, 2009 at 2:30 p.m.

Adjournment

With no further business, Chairperson Bond adjourned the meeting at 3:26 p.m.

Bettie Bond, Chairperson

Brenda Henson, Board Secretary