



**TOWN OF BLACK MOUNTAIN**  
160 Midland Avenue ♦ Black Mountain ♦ N.C. ♦ 28711  
Phone: (828) 419-9300 ♦ Fax: (828) 669-2030

**MEMORANDUM**

To: Town of Black Mountain Historic Preservation Commission  
From: Jennifer Tipton, Zoning Administrator  
Re: Agenda Packet for October 16, 2019  
Date: October 7, 2019

The **Town of Black Mountain Historic Preservation Commission** will meet on **Wednesday, October 16, 2019, at 6:00 p.m.** in Town Hall at 160 Midland Avenue.

Please find the following items for your information and use at the meeting:

1. The proposed agenda;
2. Draft minutes from September 18, 2019; and
3. Discussion of public education/outreach possibilities.

Please let Jennifer Tipton know if you are **unable** to attend this meeting.  
[jennifer.tipton@townofblackmountain.org](mailto:jennifer.tipton@townofblackmountain.org) or (828) 419-9373.

The Town of Black Mountain is committed to providing accessible facilities, programs and services for all people in compliance with the American with Disabilities Act. Should you need assistance or a particular accommodation for this meeting, please inform Jennifer Tipton at (828) 419-9373 or by email at [jennifer.tipton@townofblackmountain.org](mailto:jennifer.tipton@townofblackmountain.org).

CC: Jessica Trotman, Planning Director  
Ron Sneed, Town Attorney



## **PUBLIC NOTICE**

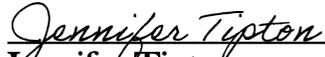
### **BLACK MOUNTAIN HISTORIC PRESERVATION COMMISSION**

#### **REGULAR MEETING**

**Wednesday, October 16, 2019 at 6:00 p.m.**

The Black Mountain Historic Preservation Commission will meet for their monthly meeting on **Wednesday, October 16, 2019 at 6:00 p.m.** at Town Hall, 160 Midland Avenue, Black Mountain, N.C.

The meeting is open to the public.

  
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**Jennifer Tipton**  
**Zoning Administrator**

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*Posted to the Town Bulletin Board 10/01/19*

[www.townofblackmountain.org](http://www.townofblackmountain.org)

**TOWN OF BLACK MOUNTAIN  
HISTORIC PRESERVATION COMMISSION**

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The Black Mountain Historic Preservation Commission held its regular meeting on Wednesday, September 18, 2019, at 6:00 p.m. in Town Hall at 160 Midland Avenue, Black Mountain, North Carolina.

**I. CALL TO ORDER**

The meeting was called to order at 6:02 p.m. with the following members present:

Elaine Loutzenheiser, Chair  
Susan Leive  
Frank Cappelli

Absent:

Amanda Vothrall

Staff:

Jennifer Tipton, Zoning Administrator

Others Present:

Mary Soyenova  
Russ Keeney  
Mary Keeney

The meeting was called to order at 6:00 p.m. and duly constituted and opened for business with a quorum of three (3) regular members.

**II. ADOPTION OF AGENDA**

Frank Cappelli made a motion to adopt the agenda as presented. The motion was seconded by Susan Leive and approved by a vote of 3-0.

**III. ADOPTION OF MINUTES**

There were no minutes to adopt.

**IV. OLD BUSINESS**

None.

**V. NEW BUSINESS**

**1. Presentation from Russ Keeney for Old Depot Signage**

Russ Keeney, board member of the Old Depot Association Board, spoke to the commission about place a sign at the end of Cherry Street beside the depot to attract more people to the depot. The Old Depot Association received a grant and the association is doing an awakening of the depot and so far have replaced benches and have redone some of the signage on the building. Mary Soyenova presented the commission will several examples of the sign. The material will be aluminum with a plastic inside that will not warp or rust and will be six millimeters thick. They are looking at either a green or cream background. The association is hoping to be able to remove the trees between the depot and the caboose and replace with shrubs which will help the sign be more visible. The association will place photo panels along the fence detailing the history

Historic Preservation Commission Regular Meeting  
September 18, 2019

of the railroad and the depot. The maximum size would be four by six. The commission said that they preferred the cream background with the train and the four by six size.

**2. Training Update**

Jennifer Tipton spoke about the training that was held at the Haywood County Courthouse. The training went over historic commissions and some of the history. The training also covered outreach and events. The commission talked about field trips, a coloring book, a scavenger hunt, a self-guided walking pamphlet, a speaker of the month and possibly doing a ribbon cutting for the Old Depot when they are finished installing their sign. Ms. Tipton is going to try and get in touch with Jerry Pope, who wrote a walking tour book for Black Mountain, and see if we can use his book as a coloring book and walking guide. The commission members are going to work on lists of speakers and partnering organizations.

**VI. COMMUNICATION FROM HISTORIC PRESERVATION COMMISSION**

None.

**VII. COMMUNICATION FROM STAFF**

Ms. Tipton presented two sign permits. One is for the Open Oven Bakery on Church Street and they will be using the same frame as the old Black Mountain Bakery Sign. The commission approved the sign request.

The other sign presented was for North Fork Kitchen, formerly Dark City Deli, to paint their logo on the fence that covers the air conditioning unit. The logo will be in black paint and will not include the fork. The commission approved the sign request.

**VII. ADJOURNMENT**

Frank Cappelli made a motion to adjourn at 7:11 p.m. The motion was seconded by Elaine Loutzenheiser and approved by a vote of 3-0.

Prepared by:

\_\_\_\_\_  
Elaine Loutzenheiser, Chair

\_\_\_\_\_  
Jennifer Tipton, Zoning Administrator



**Historic Preservation Commission Regular Meeting  
October 16, 2019**

**PROPOSED AGENDA**

- I. CALL TO ORDER**
  - Welcome
  - Determination of Quorum
- II. ADOPTION OF AGENDA**
  - **Motion:** To adopt the agenda as presented [or as amended]
- III. ADOPTION OF MINUTES**
  - **Motion:** To adopt the minutes of September 18, 2019 as written [or as amended]
- IV. OLD BUSINESS**
  - Discussion of public education/outreach possibilities
- V. NEW BUSINESS**
- VI. COMMUNICATION FROM HISTORIC PRESERVATION COMMISSION**
- VII. COMMUNICATION FROM STAFF**
- VIII. ADJOURNMENT**