

**TOWN OF BLACK MOUNTAIN
HISTORIC PRESERVATION COMMISSION**

The Black Mountain Historic Preservation Commission held its regular meeting on Wednesday, at 6:00 p.m. virtually via Zoom.

I. CALL TO ORDER

The meeting was called to order at 6:04 p.m. with the following members present:

Elaine Loutzenheiser, Chair
Susan Leive, Vice Chair
Frank Cappelli
Ron Collins
Jim Fuller

Staff:

Jennifer Tipton, Senior Admin

The meeting was called to order at 6:04 p.m. and duly constituted and opened for business with a quorum of five (5) regular members.

II. ADOPTION OF AGENDA

Susan Leive made a motion to adopt the agenda as presented. The motion was seconded by Jim Fuller and approved by a vote of 5-0.

III. ADOPTION OF MINUTES

There were several amendments to the July 15, 2020 minutes. The amendments included changing two words in two sentences for grammar and structure, adding a statement on the guideline changes being incorporated into one final draft, and adding a statement that Ms. Tipton would email a list of the buildings for the coloring book to LeAnne Johnson and the Commission. Susan Leive made a motion to adopt the minutes of July 15, 2020 as amended. The motion was seconded by Frank Cappelli and approved by a vote of 5-0.

IV. OLD BUSINESS

1. Chapter 2 of Historic District Guidelines

Much discussion was had about making the suggestions actual standards and not telling people how to maintain their buildings. James Fuller spoke about Session 2 of the Historic Training sessions from the State and how Ramona Bartos speaks about the changes having to be made to historic district guidelines. Everyone agreed to watch Session 2 and send any notes on edits to Chapter 2 to Jennifer Tipton. Ms. Tipton will create a draft of the changes for Chapter 2 and the Commission can continue to work from that draft. Ms. Tipton will also try and setup a virtual meeting with Ms. Bartos to speak to the Commission about amending the guidelines. Ms. Tipton will send out a link to Session 2 to the Commission. On the subject of maintenance, the Commission discussed taking out the sections that explain or instruct someone on the maintenance of a building. Ms. Tipton did explain that there is a non-residential maintenance code in the ordinance and that code is enforced by the Building Inspector. The Commission will continue to work on future chapters and all agreed that the training session would be helpful and will come back to Chapter 2 after completion of the training session and after Ms. Tipton has created a draft.

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V. NEW BUSINESS

1. Election of Officers

Elaine Loutzenheiser made a motion to nominate Susan Leive as Chair. The motion was seconded by Jim Fuller and approved by a vote of 5-0.

Elaine Loutzenheiser made a motion to nominate Ron Collins as Vice Chair. The motion was seconded by Susan Leive and approved by a vote of 5-0.

Elaine Loutzenheiser and Frank Cappelli will make up the Minor Works Committee.

2. Details of Museum Trip

Elaine Loutzenheiser, Ron Collins, and Susan Leive had a nice time on their tour of the museum. They said that the museum has done a lot with their exhibits and they were thoroughly impressed. Ms. Leive also commented on how active the museum was virtually. Mr. Collins spoke about the naming of East and West College Street and how there used to be a college there called Holman Christian University. Jennifer Tipton and Jim Fuller found a digital book about the university and Ms. Tipton will be sending the link for that book to the Commission.

3. Chapter 3 Directives

Jennifer Tipton will send out Chapter 3 to everyone. Everyone will need to make notes of what changes need to be made and we will discuss at the next meeting.

VI. COMMUNICATION FROM HISTORIC PRESERVATION COMMISSION

None.

VII. COMMUNICATION FROM STAFF

Jennifer Tipton let the Commission know that there would be two projects coming up for the September meeting. One is for a wooden pergola at 110 Broadway and the other is for painting the outside façade of 108 Broadway. Information on both projects will be sent out before the September meeting.

VII. ADJOURNMENT

Jim Fuller made a motion to adjourn the meeting at 7:08 p.m. The motion was seconded by Susan Leive and approved by a vote of 5-0.

Prepared by:

Susan Leive
Susan Leive, Chair

Jennifer Tipton
Jennifer Tipton, Zoning Administrator