



HISTORICAL PRESERVATION COMMITTEE MINUTES

SPECIAL MEETING

Tuesday, July 9, 2019 @ 6:30 pm

The Kure Beach Historical Preservation Committee held its regular meeting on Wednesday, July 9, 2019. A quorum of members was present and Attorney Jim Eldridge attended.

P&Z MEMBERS PRESENT

Chairman Craig Galbraith
Member Bill Moore
Member Robert Young

P&Z MEMBERS ABSENT

Member David Garceau
Member Kenneth Richardson

STAFF PRESENT

Nancy Avery, Town Clerk
John Batson, Building Inspector

Member Galbraith called the meeting to order at 6:30 pm. P&Z Chairman Galbraith called for this meeting on Wednesday, July 3, 2019. Notice of this meeting was posted at Town Hall and on the Town's website on Wednesday, July 3, 2019.

MOTION- Member Moore made a motion to appoint Member Craig Galbraith as a temporary Chairman of the Historical Preservation Commission

SECOND- Member Young

VOTE- Unanimous

A. Adoption of a regular meeting schedule

MOTION- Member Moore made a motion to schedule the HPC regular meeting the first Wednesday of the month at 6:30 p.m.

SECOND- Member Young

VOTE- Unanimous

B. Election of a Chairman and Vice-Chairman

MOTION- Member Moore made a motion to appoint Member Craig Galbraith as Chairman of the Historical Preservation Commission

SECOND- Member Young

VOTE- Unanimous



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MOTION- Member Young made a motion to appoint Member Moore as the Vice Chairman of the Historical Preservation Commission

SECOND- Chairman Galbraith

VOTE- Unanimous

C. Adoption of Rules of Procedure

Attorney Eldridge stated these rules of procedure are mirrored after the Kure Beach Board of Adjustment rules of procedure. Most of it is standard procedure as the commission has already confirmed the regular meeting schedule. If nothing is listed on the agenda under these rules, the Commission cancels the meeting with 24-hour notice before the scheduled meeting. On page four, subpart B regarding applications for a COA the application has to be reviewed, heard and acted on within 60 days of the application being filed. The commission may want to shorten the period to 30 days but does not recommend anything less. There is 10 to 25 day notice requirement.

Chairman Galbraith stated he believes the Town Council wants us to act quickly so recommends 30 days.

Vice-Chairman Moore commented he has some concerns regarding the short period.

MOTION- Chairman Galbraith made a motion to approve amending the rules of procedure from 60 days to 45 days

SECOND- Vice-Chairman Moore

VOTE- Unanimous

MOTION- Member Young made a motion to adopt the rules and procedures as presented with the amendment of 45 days for the Historical Preservation Commission

SECOND- Chairman Galbraith

VOTE- Unanimous

Chairman Craig Galbraith stated he recommends using the presented model before the Commission from the *Raleigh Report and Recommendation for the Designation of the South Person/South Blount Historic Overlay District* as a model for the HPC to follow. He recommends that the commission do the first draft of the plan without a consultant. He would be willing to speak with the UNCW History Department, as his son is a history major. He might be able to initiate a descriptive section on the history of the district and bring it back to the commission next month.

MOTION- Vice-Chairman Moore made a motion to adjourn the meeting at 6:42 p.m.

SECOND- Member Young

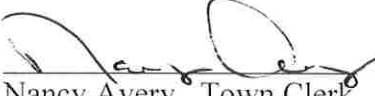
VOTE- Unanimous



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ATTEST: 
Nancy Avery, Town Clerk


Craig Galbraith, Chairman

NOTE: These are action minutes reflecting items considered and actions taken by Historical Preservation Commission. These minutes are not a transcript of the meeting. A recording of the meeting is available on the town's website under government>planning and zoning.