



Historic Preservation Minutes

February 4 , 2016

Members Present

Clark Tew, Chair
Mark McNeely, Vice Chair
Larry Schaeffer
Andy Poore
Bob Amon
Jay Maddocks

Also Present

Tim Brown, Staff Liaison
Bobby Compton, Board of Commissioners Liaison

Members Absent

Denise Kelley

1. **Call to Order.** Chairman Tew noted that a quorum was present and called the meeting to order at 6:05 p.m.
2. **Approval of the Minutes.** Mr. Tew asked if there were any changes or corrections to the Minutes from the December 3, 2015 meeting. Hearing none, Mr. Tew asked for a motion to accept the minutes as written.

ACTION: Mr. Schaeffer made a motion to approve the Minutes of the December 3rd meeting of the Historic Preservation Commission as submitted. Mr. McNeely seconded the motion. There was no discussion on the motion. The motion was approved unanimously.

3. **Discussion regarding a proposed amendment to the Historic Preservation Commission Design Guidelines, Section 7.3 Store Fronts.** Mr. Brown engaged the Commission in discussion regarding the addition of second story balconies to existing contributing and noncontributing shop front facades within the Commercial Core Historic District. Mr. Brown noted that the need to discuss the appropriateness to amend the Design Guidelines was generated pursuant to a recent inquiry regarding the possible addition of a second floor balcony to a noncontributing building within the District. Mr. Brown also wanted to relay guidance on the topic he had received from State Historic Preservation Office staff with regard to additions such as this. Mr. Brown noted that there was only one existing building with a balcony within the district which was added following the original 1980 National Register designation of the downtown and the local designation of the Commercial Core Historic District. While archival photographs denote several buildings with upper floor balconies on the front facades, none of these buildings currently exist within the District. SHPO suggested considering a general rule of thumb to avoid the addition of significant architectural additions or elements to front facades unless the building is being returned to its historic appearance by removing noncontributing elements and returning the contributing elements to the front façade. Building additions, particularly to the front façade



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should be based upon historical documentation. Modern additions such as a balcony should be appropriately grounded in historical context as well as the overall historic character of the district; however, if it can be shown from historic photos that a building originally had a balcony or another historic feature that has been removed, then a reproduction of the historic feature is a possibility. Any such addition should also be considered in the context of congruency, conformancy, and compatibility within a given block segment. Compatibility is important so the original form is not lost. SHPO staff also noted that commercial buildings were generally architecturally simple in character and that any addition should not compromise or visually overpower the historic character of the building or obscure character-defining elements. Lastly Mr. Brown noted the recommendation that balconies and other additions might be better suited as additions to the rear of a building which is generally the least character-defining elevation. Following brief discussion the general consensus was to follow the recommendations of the SHPO staff. Further revisions to the Guidelines were best suited to be considered as part of the overall updating of the Design Guidelines. No further action was required.

4. **Consideration of use of remaining Tour of Home proceeds.** Chairman Tew reported his findings and recommendations regarding the appropriate measures to be taken to allocate remaining Tour of Home proceeds for procurement of consulting services to facilitate a preservation plan for the Willow Valley Cemetery. Mr. Tew recommended requesting that the Mooresville Museum Board of Directors call a shareholders meeting to authorize the disbursement of these funds. No further action was required.

5. **Review of the 2016 Historic Preservation Fund Pass-Through Grant Application and Abstract.** Mr. Brown noted that the Town Board of Commissioners, at its regular February 1st meeting, authorized the submittal of an application for an FY 2016 Federal Historic Preservation Fund pass-through grant. This is the same federal matching reimbursement grant program that supports supported the ongoing Mooresville vicinity architectural survey. The Town of Mooresville is eligible to submit an application for the FY16 grant cycle. The application proposed is to fund updating the Historic Preservation Commission Design Guidelines. This request is for approval to submit a reimbursement matching grant application not to exceed \$25,000. If awarded, the Town is required to provide matching funds of 40 percent of the total project cost. The remaining 60 percent of the total project cost would be reimbursed upon project completion. Mr. Brown noted that if awarded, the grant would facilitate the completion of the Guidelines, that has progressed as far as possible using internal expertise. Mr. Brown noted that grant awards will be announced by the State Historic Preservation Office in May, 2016. If awarded, the actual project scope will then be fully defined and a specific cost estimate for the proposed Historic Preservation Commission Design Guidelines update will be determined. The State Historic Preservation Office will then prepare contract documents to ensure that all services meet federal and state standards. Upon completion of the draft contract, staff will request contract approval and authorization of a budget amendment by the Town Board of Commissioners



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not to exceed \$25,000, of which up to \$15,000 or 60% will be reimbursed upon completion. Applications are administered through the North Carolina Department of Cultural Resources, State Historic Preservation Office and must be postmarked no later than February 26, 2016. Awards are to be made in May, 2016. If awarded the reimbursement grant, the project must commence by September 30, 2016 and be completed no later than August 17, 2017.

ACTION: Mr. Tew made a motion that the Commission authorize the submittal of the application and for Chairman Tew to submit a letter of endorsement in support of the grant application. The motion was seconded by Mr. McNeely. There was no discussion on the motion. The motion was approved unanimously.

- 6. Adjournment.** Following the conclusion of discussion and there being no further business for the Historic Preservation Commission to consider, Mr. Tew called for a motion to adjourn.

ACTION: Mr. Tew made a motion to adjourn the meeting of the Historic Preservation Commission. Hearing no objections, Mr. Tew adjourned the meeting at 7:17 pm.