



HISTORICAL PRESERVATION COMMITTEE MINUTES

REGULAR MEETING

Wednesday, December 2, 2020 @ 6:00 pm

The Kure Beach Historical Preservation Commission (HPC) held its regular meeting on Wednesday, December 2, 2020. A quorum of members was present and Attorney Jim Eldridge attended.

HPC MEMBERS PRESENT

Chairman Craig Galbraith
Vice-Chair Kenneth Richardson
Member Kathleen Zielinski
Member David Garceau
Member Tony Garibay (Via Conference Call)

HPC MEMBERS ABSENT

None.

STAFF PRESENT

Mandy Sanders, Town Clerk
John Batson, Building Inspector (Via Conference Call)
Beth Chase, Deputy Town Clerk

CALL TO ORDER

Chairman Galbraith called the meeting to order at 6:00 p.m.

ADOPTION OF AGENDA

MOTION- Member Richardson made a motion to adopt the agenda as presented
SECOND- Member Garceau
VOTE- Unanimous

APPROVAL OF MEETING MINUTES:

- November 5, 2020 Regular Meeting

MOTION- Member Richardson made a motion to adopt the minutes as presented
SECOND- Member Garceau
VOTE- Unanimous

PUBLIC COMMENTS

None.



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OLD BUSINESS

- 1) Revised designation report incorporating SWCA portions

Chairman Galbraith stated:

- Original report and recommendation forwarded to the Town Council in March
- Designation report was sent to the State as required
- Received feedback from the State and HPC decided to hire SWCA for the narrative section of the report
- Consultant sent back the revisions and he incorporated them into the designation report
- The map has not been incorporated as he didn't have the correct file

Attorney Eldridge stated:

- Appreciate Chairman Galbraith work on this designation report
- Include on the title page the Town Attorney name
- Name of the Historical district needs to be consistent throughout the report
- Different names were used for the district throughout the entire document
- Pages 7 and page 17 duplicate each other, and the summary statements are identical
- He recommends the statement of historical and cultural significance move section page 17-29 and substitute with pages 7-13

Chairman Galbraith stated he suggests calling it the "Kure Beach Downtown Preservation and Historic District". He thought it was important to include the SWCA summary statement in the first part of the document.

MOTION- Member Garceau made a motion to adopt the Kure Beach Downtown Preservation and Historic District designation report with the formatting changes to be made by Attorney Eldridge and submit to Town Council

SECOND- Member

VOTE- Unanimous

MOTION- Chairman Galbraith made a motion to direct staff to prepare the appropriate text amendment for review by Planning & Zoning Commission for discussion at the January Planning & Zoning meeting

SECOND- Member Garceau

VOTE- Unanimous

- 2) Preliminary design guidelines

Chairman Galbraith stated:

- Drafted preliminary design guidelines for the district
- Received quote from SWCA in the amount of \$30,000 for the design guidelines so the Commission will need to draft the design guidelines



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- Took the secretary of interior guidelines to draft a proposal for tonight's meeting
- The Commission will need to draft the design guidelines

Attorney Eldridge stated:

- Recommendation is for the Commission to add a few additional provisions that he would like to borrow from another Towns Zoning ordinance
- Under this Towns Zoning regulations that dealt with Special Use permits it has the following standards and with a little tweaking it will fit very nicely in the design guidelines
- When an applicant comes before the Commission for a COA it is a quasi-judicial hearing and the applicant will need to prove with material and evidence that the applicant complied with the requirements
- Need to include that the historical district action must meet all required conditions and specifications under the zoning ordinance
- Include the Historical District action will not substantially injure the value of the adjoining, abutting, or adjacent properties in the historic district
- The location and character of the historic use proposed development will be harmonious with the area within the district
- Several more provisions to add but adding provision will be helpful to the design guidelines
- Agrees with Chairman Galbraith that modifying the Secretary of interior guidelines is a smart way to proceed but one issue with several of these guidelines from previous discussion is that Town Council does not want to put a lid on property development
- He likes 1-7 of the Secretary Interior guidelines but need to draft it to allow for development

Member Zielinski stated when she reviewed the guidelines, she felt the goal was to not have 3 story units in the historic district.

Chairman Galbraith stated Town Council does not want certain items in the pier area. Town Council also does not want franchises. It was not his intention to not restrict the development but maintain the feel of what the Town is trying to preserve.

Attorney Eldridge to modify Secretary of Interior design guidelines and bring forth recommendation to January HPC meeting and Building Inspector Batson to review.

NEW BUSINESS

None.

MEMBER ITEMS

None.



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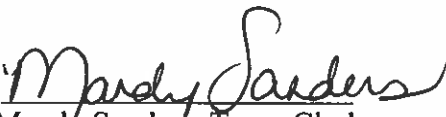
ADJOURNMENT

MOTION- Member Richardson made a motion to adjourn the meeting at 7:02 p.m.

SECOND- Member Garceau

VOTE- Unanimous

ATTEST:


Mandy Sanders, 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.