



April 3, 2018

## MINUTES

The Holly Springs Town Council met in special session on Tuesday, April 3, 2018 in the Holleman Room of Holly Springs Town Hall, 128 S. Main Street. Mayor Dick Sears presided, calling the meeting to order at 4:30 p.m. A quorum was established as the mayor and five council members were present as the meeting opened.

**Council Members Present:** Mayor Sears, Councilmen Dan Berry, Tom O'Brien and Peter Villadsen, and Councilwomen Christine Kelly and Cheri Lee.

**Council Members Absent:** None. (During the meeting, Mayor Sears stepped out of the workshop for a time; however, his absence did not affect the quorum or any action of the Council.)

**Staff Members Present:** Paul Allen, real estate acquisition agent; Mark Andrews, public information officer; Matt Beard, planner I; Jim Cannata, facilities maintenance supervisor; Kathy Carlisle, planning specialist; Gina Clapp, director of planning and zoning; Anna Johnston, economic development project manager; Kendra Parrish, acting assistant town manager / engineering director; Sean Ryan, planner; Melissa Sigmund, principal planner; Charles Simmons, town manager; Beth Trautz, planning and zoning services administrator; Tamara Ward, communications specialist (recording the minutes); and Daniel Weeks, assistant town manager. Town Historian Barb Koblich was not present, due to illness.

**Historic Preservation –** Mayor Sears introduced Planner Sean Ryan, who is heading up the Town's efforts to preserve its historical properties. Mr. Ryan discussed how preservation can safeguard the Town's heritage by protecting historic districts or landmarks while promoting their use and conservation for the education, pleasure and enrichment of residents. Mr. Ryan cited North Carolina General Statutes 160A-400.1-400.15, which allow the Town to designate Local Historic Landmarks and Local Historic Districts and noted:

- Local Historic Landmark and Local Historic District designations allow towns to delay demolition for 1 year (365 days).
- Towns cannot outright prohibit demolition unless granted that authority by the North Carolina General Assembly.

Mr. Ryan provided an overview of historic preservation milestones in Town, dating back to 1992 when the Town of Holly Springs became a participating member of the Wake County Historic Preservation Commission. He gave examples of preservation successes and losses and current community awareness efforts regarding the Town's history and its historic structures.

Mr. Ryan introduced Jeremy Bradham, preservation specialist with Capital Area Preservation. Mr. Bradham described how the nonprofit organization works to protect historic properties, promote public awareness and educate communities about historic preservation. He also gave an overview of other municipalities' efforts to protect historic resources.

Mr. Ryan said the Town of Holly Springs now consults with Capital Area Preservation when Town staff become aware of the potential development of a property that contains a structure with historical significance.

By consensus, the Council directed staff to explore ways to encourage or incentivize the preservation of potentially historic structures during the development process.

Ms. Clapp noted that funding for investigative reports that could lead to the Town requesting the designation of historic landmarks or districts was included in the Planning and Zoning Department's budget for next fiscal year.

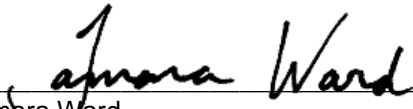
By consensus, the Council directed staff to examine the viability of the Norris-Holland-Hare House as a potential candidate for Local Historic Landmark designation and for a historic preservation easement. The Council directed staff to stabilize and maintain the property.

Also by consensus, the Council directed staff to encourage Town residents to submit applications to serve on the Wake County Historic Preservation Commission to represent Holly Springs.

Additionally, planning staff took their notes from the discussion and will be formulating a work plan based on Council input.

**13. Adjournment:** There being no further business for the evening, the April 3, 2018 special meeting of the Holly Springs Town Council was adjourned.

Respectfully Submitted on Tuesday, April 17, 2018.



Tamara Ward  
Communications Specialist

