



City of Mount Airy Historic Preservation Committee Meeting Minutes

August 21, 2019 – 5:30PM
Planning Conference Room, City Hall
300 S. Main Street – Mount Airy, NC 27030

Members Present: Mary Planer, Vice Chair
Mary Fawcett, Chair
Shelby King
Barbara Oliver
Christian Bastin
Bobbie Collins

Member Absent: Amanda Yarboro
Betty Wright

Staff Present: Ben Barcroft – City Planner

I. Call to Order

Mary Fawcett called the meeting to order at 5:30PM.

II. Determination of a Quorum

With six (6) members present, Mary Fawcett determined there was a quorum.

III. Approval of Minutes

Mary Fawcett asked the Commission for a motion to approve the minutes from the July 17, 2019 meeting. Ms. Mary Planer made a motion to approve the minutes. Ms. Bobbie Collins seconded the motion, which passed unanimously (5-0).

IV. Agenda

Mary Fawcett asked the Commission for a motion to approve of the agenda. Ms. Bobbie Collins made a motion to approve the minutes. Ms. Mary Planer seconded the motion, which passed unanimously (5-0).

V. New Business

Mr. Barcroft informed the board that neither Betty nor Glenda would be able to speak at the meeting as planned. He then briefly went over an application that had been received by the state preservation office for the nomination of a house at 309 Fairview Avenue as an historic landmark. Mr. Barcroft said the board had until October 9th to make any comments. A short

discussion ensued. Everyone on the board seemed pleased with the nomination and didn't have any comments or concerns.

Ms. Bobbie Collins asked if Dick Johnson had been invited to the meeting. Mr. Barcroft then said that he was not officially a member of the board yet. He said that the mayor still had to make a recommendation to the Board of Commissioners so they could appoint the new member. Mr. Barcroft informed the board that two other people had applied to be on board however, he assured them that the mayor would be recommending Dick Johnson.

Bobby said someone who is helping Susan Brown had written a letter asking the city to change the rules so she could have a circle drive in her front yard. Mr. Barcroft said they had not received anything in the planning department.

Barbara Oliver asked what new projects were happening around town. The board discussed what they heard was going on and potential new residential projects.

Shelby King gave an update on the work being conducted at the historic Satterfield house.

VI. Adjourn

With there being no further discussion, the meeting adjourned at 5:50 PM by a motion made by Barbara Oliver and second by Mary Planner. The motion passed unanimously (5-0).



City of Mount Airy Historic Preservation Commission Meeting Minutes

December 5, 2019 – 5:30PM
Planning Conference Room, City Hall
300 S. Main Street – Mount Airy, NC 27030

Members Present: Mary Fawcett, Chair
Shelby King
Betty Wright
Bobbie Collins
Dick Johnson
Barbara Oliver
Christian Bastin

Members Absent: Amanda Yarboro
Mary Planer, Vice Chair

Staff Present: Ben Barcroft – City Planner
Andy Goodall Jr., CZO – Planning Director

Guest(s): David O'Reilly

I. Call to Order

Mary Fawcett called the meeting to order at 5:30PM.

II. Determination of a Quorum

With Seven (7) members present, Mary Fawcett determined there was a quorum.

III. Approval of Minutes

Mary Fawcett mentioned one correction from then, asked the Commission for a motion to approve the minutes from the November 20, 2019 meeting. Barbra Oliver made a motion to approve the minutes. Bobbie Collins seconded the motion, which passed unanimously (6-0).

IV. Agenda

Mary Fawcett asked the Commission for a motion to approve of the agenda. Bobbie Collins made a motion to approve the minutes. Barbra Oliver seconded the motion, which passed unanimously (6-0).

V. Certificate of Appropriateness Hearings

2019-COA-04 (Parking & Exterior Remodeling at 359 W Pine Street)

Mr. Barcroft introduced David O'Reilly to present on the remodeling to be done at 359 West Pine Street. The board then swore in Mr. O'Reilly.

Mr. O'Reilly addressed the commission informing them of all the work he planned to do to the house. He used photos of the existing house to show what needed replaced/updated. Mr. O'Reilly explained how he planned to keep as much of the original features as possible. He said one of the windows was going to be needed taken out to be repaired but, the rest are in relatively good shape. Mr. O'Reilly also showed them how there was a curb cut for a drive however; there was not a driveway yet. He said he would like to be able to drive around the house.

Bobbie Collins made a motion, that the City of Mount Airy Historic Preservation Commission find as a fact that the proposed parking space and exterior remodeling will not compromise the integrity of the original structure. Thus, these renovations and parking space will not take away from the historic character of the district. Dick Johnson seconded the motion, which passed unanimously (6-0).

Bobbie Collins made a motion, based on the preceding findings of fact; I move that the City of Mount Airy Historic Preservation Commission grant a Certificate of Appropriateness to Dave O'Reilly. Dick Johnson seconded the motion, which passed unanimously (6-0).

2019-COA-03 (Fence at 403 W Pine Street)

Mr. Barcroft introduced the next case, a wrought iron fence at 403 West Pine Street. Mr. Goodall spoke on behalf of the applicant Todd Harris. He said he had spoken with Todd and did not see any issues with the fence or a need for him to attend the meeting. Mr. Goodall explained how the city ordinance had changed to allow for front yard residential fences as long as they do not exceed 4' and are semi-opaque. He explained that there is another house down the road with a front yard fence as well. He said a letter has been sent to property so, they will eventually be applying for a COA after the fact.

Christian Bastin made a motion that the City of Mount Airy Historic Preservation Commission find as a fact that the proposed front yard fence will contribute to the overall historic character of the residence. Thus, this fence will not take away from the historic character of the district. Bobbie Collins seconded the motion, which passed unanimously (6-0).

Christian Bastin made a motion, based on the preceding findings of fact; I move that the City of Mount Airy Historic Preservation Commission grant a Certificate of Appropriateness to Todd Harris. Bobbie Collins seconded the motion, which passed unanimously (6-0).

VI. New Business

Mr. Barcroft informed the board that he had spoken with Matt Edwards about holding a HPC training at the museum. Mr. Edwards said he was fine with that and would get back to Mr. Barcroft on what dates are available. Several members asked how many people generally attend the meetings. Mr. Barcroft said he would ask someone in the state office.

VII. Adjourn

With there being no further discussion, the meeting adjourned at 6:00 PM by a motion made by Bobbie Collins and second by Betty Wright. The motion passed unanimously (6-0).



City of Mount Airy Historic Preservation Commission Meeting Minutes

February 19, 2019 – 5:30PM
Planning Conference Room, City Hall
300 S. Main Street – Mount Airy, NC 27030

Members Present: Mary Fawcett, Chair
Mary Planer, Vice Chair
Shelby King
Betty Wright
Bobbie Collins
Dick Johnson
Barbara Oliver
Christian Bastin

Members Absent: Amanda Yarboro

Staff Present: Ben Barcroft – City Planner

I. Call to Order

Mary Fawcett called the meeting to order at 5:30PM.

II. Determination of a Quorum

With eight (8) members present, Mary Fawcett determined there was a quorum.

III. Approval of Minutes

Mary Fawcett asked the Commission for a motion to approve the minutes from the December 5, 2019 meeting. Dick Johnson made a motion to approve the minutes. Betty Wright seconded the motion, which passed unanimously (7-0).

IV. Agenda

Mary Fawcett asked the Commission for a motion to approve of the agenda. Mary Planer made a motion to approve the minutes. Betty Wright seconded the motion, which passed unanimously (7-0).

VI. New Business

Mr. Barcroft explained how Amanda would not be able to make it to most meetings and she was fine with the board replacing her. There was a discussion and several recommendations were made for potential new members. The recommendations included Heather Horton, Glenda Edwards, Joanne Cheetham, and Carol Hooker.

Mr. Barcroft went over the process of applying to host a HPC training, as mentioned previous meetings. He explained how the State was in the process of filling the position of the person who would organize these trainings. He said that could still however apply to host a meeting in the year. Mr. Barcroft said these trainings had around 30-40 attendees. He also had spoken with the museum and they had several rooms that would work for that size of group.

Dick Johnson later made a recommendation to ask Wanda W. to join the board. Mary Planer recommend a Carla K.

Barbra Oliver informed that board that Christian Bastian and Calloway were both in *Our State Magazine*. Mary Planer added that there were good write-ups on Mount Airy and Pilot Mountain in the magazine. Barbara then read from letter she received from someone who grew up in a local, now historical, home.

VII. Adjourn

With there being no further discussion, the meeting adjourned at 5:50 PM by a motion made by Dick Johnson and second by Mary Planer. The motion passed unanimously (7-0).



City of Mount Airy Historic Preservation Committee Meeting Minutes

July 17, 2019 – 5:30PM
Planning Conference Room, City Hall
300 S. Main Street – Mount Airy, NC 27030

Members Present: Mary Planer, Vice Chair
Mary Fawcett, Chair
Shelby King
Barbara Oliver
Betty Wright
Christian Bastin
Bobbie Collins

Member Absent: Amanda Yarboro

Staff Present: Ben Barcroft – City Planner

I. Call to Order

Mary Fawcett called the meeting to order at 5:35PM.

II. Determination of a Quorum

With six (6) members present, Mary Fawcett determined there was a quorum.

III. Approval of Minutes

Mary Fawcett asked the Commission for a motion to approve the minutes from the June 19, 2019 meeting. Ms. Bobbie Collins made a motion to approve the minutes. Mr. Christian Bastin seconded the motion, which passed unanimously (5-0).

IV. Approval of Agenda

Mary Fawcett asked the Commission for a motion to approve the agenda. Ms. Barbara Oliver made a motion to approve the agenda. Ms. Bobbie Collins seconded the motion, which passed unanimously (5-0).

V. Certificate of Appropriateness Hearing

2019-COA-01 (City Hall Tree Removal)

Mr. Barcroft explained that the Grounds Maintenance Supervisor, Michella Huff, had made a request on behalf of the City to remove a tree from in front of city hall.

After a brief discussion, Ms. Bobbie Collins made a motion that the City of Mount Airy Historic Preservation Commission find as a fact that the proposed removal of (1) Weeping Cherry, will (not) take away from the historic character of the district for the reason(s) that the tree to be removed does not add to the character of the historic district. Provided however, a new tree is planted nearby. Ms. Shelby King seconded the motion, which passed unanimously (5-0).

Ms. Collins made a motion, based on the preceding findings of fact, I move that the City of Mount Airy Historic Preservation Commission grant a *Certificate of Appropriateness* to the City of Mount Airy. Mr. Bastin seconded the motion, which passed unanimously (5-0).

V. New Business

Mr. Barcroft informed the board that the City would be presenting Glenda Creech a certificate of service on August 1st at the 2PM Board of Commissioners meeting. Mr. Barcroft then asked for recommendations for a new member to replace Glenda. Ms. Bobbie Collins said she knew someone (Dick Johnson) who most likely would join the board. She said she would get ahold of him.

Mr. Barcroft asked the board for ideas for meetings. Ms. Oliver said that new members haven't been given an orientation of the design guidelines for the district. She said we have given them a disservice by not giving them any training and just giving them a notebook on the regulations.

Betty Wright arrived later to the meeting. It was decided that Betty Wright would go over the history of the commission at the next meeting.

VI. Adjourn

With there being no further discussion, the meeting adjourned at 6:20 PM by a motion made by Mary Planner and second by Bobbie Collins. The motion passed unanimously (6-0).



City of Mount Airy Historic Preservation Committee Meeting Minutes

June 19, 2019 – 5:30PM
Planning Conference Room, City Hall
300 S. Main Street – Mount Airy, NC 27030

Members Present: Mary Planer, Vice Chair
Mary Fawcett, Chair
Shelby King
Barbara Oliver
Bobbie Collins

Member Absent: Betty Wright
Christian Bastin
Amanda Yarboro

Staff Present: Ben Barcroft – City Planner

I. Call to Order

Mary Fawcett called the meeting to order at 6:00PM.

II. Determination of a Quorum

With five (5) members present, Mary Fawcett determined there was a quorum.

III. Elections

Chairwoman Fawcett asked the commission for any nominations for a new Chair. Ms. Oliver nominated Mary Fawcett to be Chairwoman for another term. All members voted in favor of the nomination. Ms. Oliver nominated Mary Planer for Vice Chairwoman. All members voted in favor of the nomination.

IV. Approval of Agenda

Mary Fawcett asked the Commission for a motion to approve the agenda. Ms. Barbra Oliver made a motion to approve the agenda. Ms. Bobbie Collins seconded the motion, which passed unanimously (4-0).

V. Approval of Minutes

Mary Fawcett asked the Commission for a motion to approve the minutes from the March 20, 2019 meeting. Ms. Barbra Oliver made a motion to approve the minutes. Ms. Bobbie Collins seconded the motion, which passed unanimously (4-0).

VI. New Business

The Commission held a discussion on potential new members for on the board to replace Glenda Creech. Barbra Oliver voiced her concern on the need for transportation to historic preservation meetings. She mentioned that the city used to have van they could use. The board also discussed how much it might cost to attend some of the meetings and how other cities pay all the fees and other expenses for travel and lodging.

VI. Adjourn

With there being no further discussion, the meeting adjourned at 6:20 PM by a motion made by Mary Planner and second by Bobbie Collins.



City of Mount Airy Historic Preservation Committee Meeting Minutes

March 20, 2019 – 5:30PM
Planning Conference Room, City Hall
300 S. Main Street – Mount Airy, NC 27030

Members Present: Mary Planer
Shelby King
Barbara Oliver
Betty Wright
Christian Bastin
Bobbie Collins

Member Absent: Mary Fawcett, Chairwoman
Glenda Creech, Vice Chairwoman
Amanda Yarboro

Staff Present: Ben Barcroft – City Planner

I. Call to Order

Mr. Barcroft called the meeting to order at 5:30PM.

II. Determination of a Quorum

With six (6) members present, Betty Wright determined there was a quorum.

III. Approval of Minutes

Betty Wright asked the Commission for a motion to approve the minutes from the October 17, 2018 meeting. Ms. Bobbie Collins made a motion to approve the minutes. Mr. Christian Bastin seconded the motion, which passed unanimously (5-0).

IV. Approval of Agenda

Betty Wright asked the Commission for a motion to approve the agenda. Ms. Mary Planer made a motion to approve the agenda. Ms. Shelby King seconded the motion, which passed unanimously (7-0).

V. New Business

Mr. Barcroft first went over the final walking tour brochure. He said they are currently being printed and will be available at various locations around town such as; the museum, the chamber, and City Hall. The committee members then reviewed the brochure and said it looked good.

Mr. Barcroft then informed the committee of a CLG training to be held in Raleigh at the state preservation office on Friday April 5th and asked if anyone was interested in going. He said that he could drive there if anyone wanted to go. Mr. Barcroft said the workshop would be free and they would only need to pay \$10 to cover their lunch.

Ms. Oliver asked about the planned Surry Arts Council building. Mr. Barcroft said he had been working with the architect Chris Price however, he had only discussed preliminary plans.

VI. Adjourn

With there being no further discussion, the meeting was adjourned at 6:20 PM by a motion made by Ms. Betty Wright.



City of Mount Airy Historic Preservation Committee Meeting Minutes

November 20, 2019 – 5:30PM
Planning Conference Room, City Hall
300 S. Main Street – Mount Airy, NC 27030

Members Present: Mary Planer, Vice Chair
Bobbie Collins
Dick Johnson
Barbara Oliver
Christian Bastin

Members Absent: Amanda Yarboro
Mary Fawcett, Chair
Shelby King
Betty Wright

Staff Present: Ben Barcroft – City Planner

I. Call to Order

Mary Planer called the meeting to order at 4:30PM.

II. Determination of a Quorum

With five (5) members present, Mary Planer determined there was a quorum.

III. Approval of Minutes

Mary Planer asked the Commission for a motion to approve the minutes from the October 23, 2019 meeting. Bobbie Collins made a motion to approve the minutes. Christian Bastin seconded the motion, which passed unanimously (4-0).

IV. Agenda

Mary Planer asked the Commission for a motion to approve of the agenda. Dick Johnson made a motion to approve the minutes. Bobbie Collins seconded the motion, which passed unanimously (4-0).

V. New Business

The first top of discussion was about the online CLG training that was held on November 1st. Mr. Barcroft asked if anyone had any questions or comments regarding the training. Barbara Oliver asked if it was required to answer the questions from the online training. Mr. Barcroft said he had spoken with Amber Stimpson in the State office, she said it was required.

Mr. Barcroft discussed with commission hosting a Regional CLG Training. Several members said that sometime in April or May would be the best time to host a training. The location was also discussed and it was determined that either the museum or the Andy Griffith Playhouse would be ideal venues. Mr. Barcroft said he would run this by Andy Goodall then, see if either the museum or the playhouse had dates available in April or May.

Mr. Barcroft informed the board that the city is going to be changing the ordinance to allow for front yard fences that are no more than four feet tall and semi-opaque. He said that all fences in the local historic district would still be required to obtain a COA. He said they are planning on having the two peroperty owners on West Pine with existing front yard fences to apply for a COA. Mr. Barcroft said that Mr. Goodall and himself had viewed that fences and felt they were in character with the local historic district.

VI. Adjourn

With there being no further discussion, the meeting adjourned at 5:00 PM by a motion made by Bobbie Collins and second by Christian Bastin. The motion passed unanimously (4-0).



City of Mount Airy Historic Preservation Committee Meeting Minutes

October 23, 2019 – 5:30PM
Planning Conference Room, City Hall
300 S. Main Street – Mount Airy, NC 27030

Members Present: Mary Planer, Vice Chair
Mary Fawcett, Chair
Shelby King
Bobbie Collins
Betty Wright
Dick Johnson

Member Absent: Amanda Yarboro
Barbara Oliver
Christian Bastin

Staff Present: Andy Goodall, Jr., CZO – Planning Director
Ben Barcroft – City Planner

Guest(s): Adam Lowe (Advantage Construction)
Alan Wood & Barbara Wood

I. Call to Order

Mary Fawcett called the meeting to order at 5:30PM.

II. Determination of a Quorum

With five (5) members present, Mary Fawcett determined there was a quorum. (Bobbie Collins arrived later)

III. Approval of Minutes

Mary Fawcett asked the Commission for a motion to approve the minutes from the September 18, 2019 meeting. Betty Wright made a motion to approve the minutes. Dick Johnson seconded the motion, which passed unanimously (4-0).

IV. Agenda

Mary Fawcett asked the Commission for a motion to approve of the agenda. Mary Planer made a motion to approve the minutes. Shelby King seconded the motion, which passed unanimously (4-0).

V. Certificate of Appropriateness Hearing

2019-COA-02 (254 Rockford Street)

Mr. Barcroft introduced the case at 254 Rockford Street and explained how the applicant plans to add additions, renovate, and make changes to the landscaping. He then let Adam Lowe, the contractor, explain further the plans and show examples of the materials. Adam started by going over in detail all the additions and renovations being proposed. Adam explained how the current siding does not look historic and it would be replaced with Everlast siding, which looks like wood. He then passed around a sample. He also went over how the roof is going to be redone and passed around a sample of the metal roofing that looks like cooper. The owner of the home, Alan Wood, said the tax record says the home was built in 1900 however; there are records at the museum that say it was built in 1890. Mr. Lowe said there is currently Boxwood that will need to be removed due to blight. He then informed the board that they would be replaced with appropriate trees mentioned in the landscaping plan. Dick Johnson asked if they were go to leave the big Holly tree. Alan said they would be most likely be removing it due to its proximity to the wall. He said they believe its roots are pushing on the granite wall. Adam said they would keep it if possible. Alan Wood & Adam Lowe discussed the addition of a drive entrance off Rockford Street with the board.

Dick Johnson made a motion that the City of Mount Airy Historic Preservation Commission find as a fact that the proposed landscaping, exterior remodeling, addition to rear of the dwelling (16' x 16'), the attached garage (36' x 28') W/ (8' x 6') breezeway, and the side addition (14' x 33'), will not compromise the integrity of the original structure. Thus, these additions will (not) take away from the historic character of the district. Provided however, that the application is granted subject to the following conditions: If the large Holly tree in the front yard is removed, it shall be replaced with a similar type Holly tree setback further from the street. Bobbie Collins seconded the motion, which passed unanimously (5-0).

Dick Johnson made a motion that based on the preceding findings of fact; I move that the City of Mount Airy Historic Preservation Commission grant a *Certificate of Appropriateness* to the City of Mount Airy. Subject, however, to the conditions specified in the findings of fact made previously. Bobbie Collins seconded the motion, which passed unanimously (5-0).

VI. New Business

Mr. Barcroft informed the board of the Preservation North Carolina 2019 Fall Symposium from November 7-8 and about CLG Training Online on November 1 from 10am-3pm. He let them know they could do the training from their home computer or come into the office.

Mr. Goodall addressed the board about front yard fences and the proposed amendment to allow them. He informed them that there were two residents in the historic district with decretive front yard fences. He said the planning department was working with them and would have their COA applications submitted to board for review after the amendment change. Mr. Goodall said that he and Mr. Barcroft had reviewed the fences and believed that they would be in character with the historic district.

VII. Adjourn

With there being no further discussion, the meeting adjourned at 6:15 PM by a motion made by Mary Planer and second by Bobbie Collins. The motion passed unanimously (5-0).



City of Mount Airy Historic Preservation Committee Meeting Minutes

September 18, 2019 – 5:30PM
Planning Conference Room, City Hall
300 S. Main Street – Mount Airy, NC 27030

Members Present: Mary Planer, Vice Chair
Mary Fawcett, Chair
Shelby King
Barbara Oliver
Christian Bastin
Bobbie Collins
Betty Wright
Dick Johnson

Member Absent: Amanda Yarboro

Staff Present: Ben Barcroft – City Planner

Guest(s): Glenda Creech

I. Call to Order

Mary Fawcett called the meeting to order at 5:30PM.

II. Determination of a Quorum

With eight (8) members present, Mary Fawcett determined there was a quorum.

III. New Member

Dick Johnson was sworn in as the newest member of the Historic Preservation Board.

IV. Approval of Minutes

Mary Fawcett asked the Commission for a motion to approve the minutes from the August 21, 2019 meeting. Ms. Bobbie Collins made a motion to approve the minutes. Ms. Mary Planer seconded the motion, which passed unanimously (7-0).

V. Agenda

Mary Fawcett asked the Commission for a motion to approve of the agenda. Ms. Mary Planer made a motion to approve the minutes. Ms. Shelby King seconded the motion, which passed unanimously (7-0).

VI. New Business

Former member Glenda Creech was at the meeting to explain the history of the commission. In 1982 Laura Philips had conducted preliminary research on historic properties in Surry County. After several years Susan Ashby had someone from the state come and help write the design guidelines and draw the boundaries for the local district. She later held meetings at her house and other locations to inform everyone what she was doing and answered any question they might have. The guidelines were first written in 1991 and a 9 member Historic Preservation Commission board was appointed by the city commissioners in 1992. Then in 1993 there were updated nominations for the district. The State Preservation Office came to Mount Airy for a meeting and training session. The nomination report was then sent to the State Preservation Office in Raleigh for their approval then sent back for the approval from the Historic Preservation Commission and the City Board of Commissioners. Then in 1994 a public hearing was held to hear the designation proposal from the Local Historic Preservation Commission.

Glenda went over who all the initial members of the preservation commission were. She said after the first commissioner stepped down she joined the board and had served up until recently. She then emphasized to the board the need to go out and inspect properties themselves. Glenda gave an example where someone had requested to remove all of their trees however, she worked with the applicant and they were able to save half of them. She also informed them though they may go out and look at a property they cannot discuss it among each other beforehand.

Glenda then explained the importance of keeping notes on past applications and meetings and how it can save time. She then went over a scenario where someone had made changes to their house without ever checking if it would be allowed. She also said the historic commission use to have newsletter. Glenda also said they had dove the entire district and checked out every property. This area gained a distinct architectural history due to the local granite used in many buildings. She then explained some on how tax credits were used to restore and preserve several properties. Dick Johnson filled in on how he used tax credits on several of his properties.

Glenda said it was required and important for the commissioners to attend trainings. She continued to go through different materials she had. One of the items was the "Letter to George", that everyone has in their HPC notebook. She strongly recommended that everyone reads it.

Barbara Oliver asked the difference between a regulatory and advisory board. Glenda explained how their board is a regulatory board because they are a standalone board and can make decisions.

Mr. Barcroft informed the board that the owners of the yellow house on the corner of Granite and Rockford are in the process of restoring the home. He said they have not officially applied however; they had plans to add on to the house, redo the siding, and do landscaping in a way that is compatible to what it would have historically been.

VII. Adjourn

With there being no further discussion, the meeting adjourned at 6:20 PM by a motion made by Dick Johnson and second by Christian Bastin. The motion passed unanimously (5-0).