TOWN OF BLACK MOUNTAIN
HISTORIC PRESERVATION COMMISSION

The Black Mountain Historic Preservation Commission held its regular meeting on Wednesday, April 18, 2018 at 5:30 p.m. in Town Hall at 160 Midland Avenue, Black Mountain, North Carolina.

I. CALL TO ORDER

The meeting was called to order with the following members present:

Debra Wooton, Chair
Shannon-Heather Wall, Vice Chair
Elaine Loutzenheiser
Lauronda Teeple
Nel Ruffin

Staff:

Jennifer Tipton, Zoning Administrator
Jessica Trotman, Planning Director

The meeting was called to order at 5:32 p.m. and duly constituted and opened for business with a quorum of five (5) regular members.

II. ADOPTION OF AGENDA

Shannon-Heather Wall made a motion to adopt the agenda as presented. The motion was seconded by Lauronda Teeple and approved by a vote of 5-0.

III. ADOPTION OF MINUTES

The minutes of March 21, 2018 were not adopted.

IV. OLD BUSINESS

None.

V. NEW BUSINESS

1. Guidelines/Language for Sandwich Board Signs, Beautification Signs and Newspaper Boxes

Ms. Tipton explained to the Commission that sandwich board signs and the Beautification Commission signs are allowed with permits therefore that is why they do not come before the Commission for review. Ms. Tipton suggested that the Commission not change any of the language for either the sandwich board signs or the Beautification Commission signs. Ms. Ruffin did ask that we look at revising the size requirements for the sandwich board signs as most of the ones that are downtown are out of compliance with the existing size regulation.

Ms. Tipton then spoke about the newspaper boxes and that we do have an ordinance allowing them and a procedure for removing boxes and making sure the boxes are kept nice. Ms. Tipton also included a copy of the ordinance from Manteo, N.C. to show how other jurisdictions regulate newspaper boxes. Ms. Ruffin went and measured most of the boxes and got the names of the publications and which ones were empty. Ms. Tipton said she will get a memo out to all of the box owners about which ones are still being used or not and then will have the ones not being used picked up and then make sure the other boxes are cleaned up. The Commission asked Ms.

Tipton to measure the boxes based on the measurements from the Manteo ordinance to see how we compare and to take photos and include the location and measurements in the picture.

Chair Wooton asked that the Commission consider canceling the May meeting. Nel Ruffin asked if the time of the meeting could be moved back to 6:00 p.m. Elaine Loutzenheiser made a motion to cancel the May meeting. The motion was seconded by Shannon-Heather Wall and approved by a vote of 5-0. Nel Ruffin made a motion to change the time of the meeting back to 6:00 p.m. until Daylight Savings Time. The motion was seconded by Elaine Loutzenheiser and approved by a vote of 5-0. Lauronda Teeple made a motion to go back to 6:00 p.m. meeting time for the June meeting and then discuss changing the meeting in the fall. The motion was approved by consenus with a vote of 5-0.

VI. COMMUNICATION FROM HISTORIC PRESERVATION COMMISSION

None.

VII. COMMUNICATION FROM STAFF

Ms. Tipton spoke to the Commission about a mural that will be painted on the downtown bathrooms. Ms. Tipton explained that the bathrooms are not a historic building so if anyone from a downtown business asks why they can't have a mural, they are not allowed to cover up any architectural features.

VII. ADJOURNMENT

Nel Ruffin made a motion to adjourn at 6:15 p.m. The motion was seconded by Lauronda Teeple and approved by a vote of 5-0.

Prepared by:

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Debra Wooton, Chair

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Jennifer Tipton, Zoning Administrator