

Alamance County

PLANNING DEPARTMENT
215 N. Graham Hopedale Rd.
Burlington, North Carolina 27217
Tel. (336) 570-4053

LIBBY HODGES
Planning Director

JESSICA DOCKERY
Planner

MEMORANDUM

TO: The Alamance County Historic Properties Commission

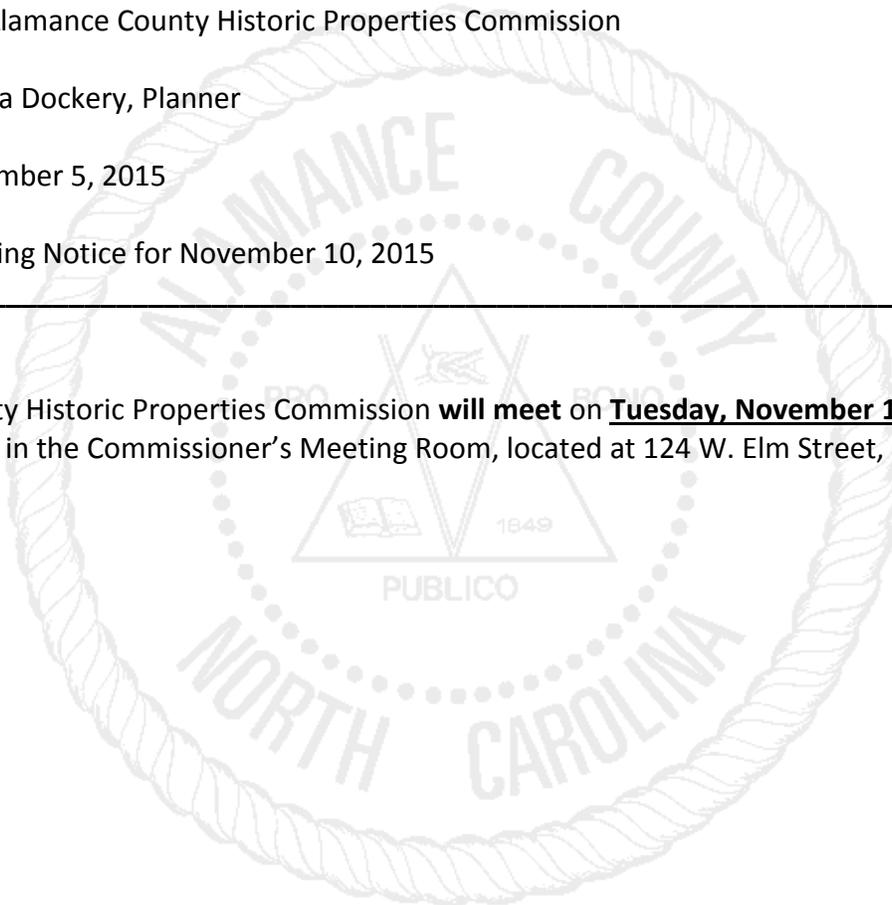
FROM: Jessica Dockery, Planner

DATE: November 5, 2015

SUBJECT: Meeting Notice for November 10, 2015

The Alamance County Historic Properties Commission **will meet** on **Tuesday, November 10, 2015** at 6 PM. This meeting will be held in the Commissioner's Meeting Room, located at 124 W. Elm Street, Graham.

Thank you.



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Alamance County Historic Properties Commission

Tuesday, November 10, 2015

6 PM, Commissioners' Meeting Room
124 W. Elm Street, Graham, NC 27253

AGENDA

I. CALL TO ORDER

II. APPROVAL OF MINUTES

III. NEW BUSINESS

1. Appointment of New Member
2. Letter Regarding Inter-local Agreements to Send to All County Communities (staff)
3. Mission and Vision and Goals Statements Draft (staff)
4. New Rehabilitation Tax Credit Update (staff)
5. Design Guidelines (staff)

IV. OLD BUSINESS

1. Marker for the Eli Whitney Cotton Gin
2. Central High School Historical Marker Update (staff)
3. Subcommittee for Updating County Architectural Survey
4. Christmas Party Plans
5. Plaque for Pat Bailey

IV. ANNOUNCEMENTS

1. New Applicants? Possibility of 6 vacancies starting in January (staff)
2. Training Opportunities (staff)
3. GIS update

V. ADJOURNMENT

Minutes of the Alamance County Historic Property Commission

August 11, 2015

6:00 p.m., Commissioners Meeting Room

Board Members Present:

Marti Friddle
Ravi Balan
John Braxton
Rodney Cheek (Chair)
Ray Cobb Jr.
Laurie Smith (Vice-Chair)

Board Members Absent:

Jane Iseley
Jennifer Talley
Bryan Dalton
Gale Pettiford

Staff Present:

Alex Cameron, Planner

Public Present:

I. Call to Order

Chair Rodney Cheek called the meeting to order at approximately 6:10pm and roll was called.

II. Approval of Minutes

Motion to approve minutes: Mr. Braxton
Second: Ms. Friddle
Vote: Unanimous.

III. New Business

1. *HPC Member Updated Contact List* – Staff handed out an updated contact list for all current members.
2. *HPC Work Plan* – Staff discussed and handed out a proposed work plan for the HPC as proposed by the Planning Director. Mr. Cheek expressed interest in getting a marker for the Eli Whitney Cotton Gin and mentioned he has an idea of a location and has been given tentative permission to place the marker on private property. Mr. Braxton asked about what type of marker would be used and it was clarified it will be the standard marker required by the HPC. Ms. Friddle mentioned a great project would be to produce a pamphlet or brochure of historic points of interest throughout the County to have for visitors and locals to help guide them to these places.
3. *Architectural Survey* – Staff once again brought up the request from Barry Loy to have his family's property placed on the Alamance County Architectural Survey. Staff mentioned that there does not seem to be an outlined procedure for moving forward with such a request and

recommended the HPC take the lead on this. Ms. Friddle presented a brief history on the property and noted that there was a US Post Office near there at one time and was referred to as Loy, NC. Ms. Friddle pointed out on the 1893 Spoon map you can find the property near Bass Mountain Rd. and Tingen Rd. and is shown as 'Loy's Shop'. At the direction of the staff, breaking into separate sub-committees to take on projects was suggested. Mr. Cheek asked if any members are interested in being part of a sub-committee to assist with taking up the Architectural Survey. Ms. Smith, Mr. Balan, Ms. Friddle and Mr. Cheek all expressed their interest.

4. *Snow Camp Theater Future Plans* - Mr. Jones from the Snow Camp Outdoor Drama was not able to attend the meeting and hopes to attend a future meeting to discuss the future plans of the theater.

IV. Old Business

1. *Central High School Historical Marker Update* – Staff informed the commission that the alumni group had raised the money for the marker and that it was ordered in July and is expected to be delivered sometime in October.

V. Announcements

1. *Historic Tax Credit Rally* – Staff informed the commission of a rally in downtown Raleigh the following day to lobby for a new Historic Tax Credit.
2. Mr. Cheek wanted to begin the discussion and ask about interest in a Christmas Social in December. Mr. Cheek mentioned a possible venue could be Kimber's restaurant in Gibsonville and had made a tentative reservation for December 8th. All members concluded they would like to have a Christmas social at the venue after determining the type of food that's served.

VI. Adjournment

The Motion to adjourn at approximately 7:12 pm.

Motion: Mr. Cobb

Second: Ms. Friddle

Vote: Unanimous.

APPLICATION FORM FOR COMMITTEE MEMBERSHIP

Applicant Information			
Date of Application	10-27-2015		
Applicant Name	Lawrence E. Abbott, Jr.		
Mailing Address	110 Oakview Drive, Elon, NC 27244		
Home Address	110 Oakview Drive, Elon, NC 27244		
Home Phone Number	336-512-5879		
Employer and Address	NC Department of Natural and Cultural Resources, 4619 MSC, Raleigh, NC 27699-4619		
Work Phone Number	919-807-6554		
E-Mail Address	FAX Number	Race	Sex
labbott110@att.net	919-715-2671	Caucasian	Male
Number of Years as Alamance County Resident	24		
Residence Located in Which Section of Alamance County (Township/City/Area of County)	Township #2/Elon/West-Central		
Additional Comments			
<p>Work Experience – 33 years as a professional archaeologist (22 years working in cultural resource management either in the university or private sector); 11 years as Assistant State Archaeologist with the NCDNCR (public sector); National Register Coordinator – Archaeology (NCDNCR); Technical Review Committee, Currituck County</p> <p>Memberships – Register of Professional Archaeologists; North Carolina Archaeological Council</p>			
Boards Applied For			
<p>Historic Properties Commission</p>			

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INFORMATIONAL MEMORANDUM

TO: Rodney Cheek, Historic Properties Commission Chair

FROM: Jessica Dockery, Planner

DATE: November 5, 2015

SUBJECT: Request to Draft a Letter to County Communities Regarding Inter-local Agreements

Mr. Cheek,

As I settle in as the new Alamance County planner and staff member for the HPC, I have familiarized myself with the ordinances and inter-local agreements that inform the decisions and jurisdictions of the commission. As part of that process, I noticed that not all of the incorporated towns have signed both the Certified Local Government and commission inter-local agreements, while some have signed neither.

I have summarized what each of these agreements means in terms of the duties and jurisdiction of the HPC, and listed the agreements that each town has signed. That summary is attached and includes a proposal by staff to reach out to the incorporated communities to raise awareness of these agreements and preservation in general.

We welcome any suggestions for next steps. Please contact me if you have any questions.

Thank you,

Jessica Dockery
Planner

cc Historic Properties Commission
Libby Hodges, Planning Director
Ben Pierce, Assistant County Attorney

Summary of HPC Inter-local Agreements

The Alamance County Historic Properties Commission (HPC) was formed in 1977 and became a Certified Local Government (CLG) in 1985. As a CLG, the HPC can apply for federal historic preservation matching grants through the State Historic Preservation Office, either for county projects or on behalf of communities that have signed an inter-local agreement giving the HPC this power and duty. These grants fund the completion of architectural surveys, archaeological surveys, National Register nominations, preservation plans, design guidelines, and architectural survey publications, in addition to funding restoration projects for museums and public buildings.

In 1988, Elon, Graham, Mebane, Alamance, and Haw River signed an inter-local agreement with the HPC allowing the HPC to act as a CLG on their behalf.

Each community must sign a second inter-local agreement designating the HPC as a joint historic properties commission, with permission to exercise the powers and duties given to the HPC in the county ordinance, in their respective planning jurisdictions. If this agreement is not signed by a town, the HPC has no jurisdiction in that community.

Haw River signed this second agreement in 2004; Alamance in 2006; Mebane in 2007; and Ossipee in 2012. I can find no record of a signed agreement from Elon. (The records in our office and at the State Historic Preservation Office indicate that Graham signed the CLG agreement but not the commission agreement. They are now beginning the application process to get CLG status for themselves.) Gibsonville, Green Level, and Swepsonville have not signed any inter-local agreements and may not be aware that they could do so.

Staff would like to draft a letter to send to all of the incorporated communities in the county updating them on the above agreement status, inviting those towns that have not signed both or either to do so, and providing information about the benefits to their communities if they sign the agreements. The hope is that we will get both agreements signed by all incorporated towns, excepting Burlington and Graham, while raising awareness of historic preservation and the Historic Properties Commission's role in the county. Perhaps more awareness will lead to more requests for landmark designation, applications for markers, and interest in historic preservation in general.

Thank you.

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TO: Rodney Cheek, Historic Properties Commission Chair

FROM: Jessica Dockery, Planner

DATE: November 5, 2015

SUBJECT: Mission and Vision and Goals statements for the Historic Properties Commission

Mr. Cheek,

In order to continue working to fully execute the adopted Planning Department work plan, staff recommends that the HPC adopt Mission and Vision and Goals statements. These statements will help better articulate what the HPC's role is and what specific goals they will strive to achieve during this fiscal year and will influence performance measures used to gauge our progress throughout the year. These statements will also help the department allocate resources to achieve those items that are most valued by the HPC and the community at large.

Following is a description of what Vision and Goals and Mission statements are, and examples of these types of statements based on the HPC ordinance and state statutes, to help guide the HPC towards adopting Vision and Goals and Mission statements of their own.

Please contact me if you have any questions.

Thank you,

Jessica Dockery
Planner

cc Historic Properties Commission
Libby Hodges, Planning Director
Ben Pierce, Assistant County Attorney

Mission Statement (What You Do)

A one-sentence statement describing the reason an organization or program exists, which is used to help guide decisions about priorities, actions, and responsibilities. Good mission statements should be **clear, memorable, and concise**. For example:

- Smithsonian: The increase and diffusion of knowledge.
- Heifer International: To work with communities to end hunger and poverty and care for the Earth.
- Habitat for Humanity International: Seeking to put God's love into action, Habitat for Humanity brings people together to build homes, communities and hope.
- The Rotary Foundation: To enable Rotarians to advance world understanding, goodwill, and peace through the improvement of health, the support of education, and the alleviation of poverty.

(From: <http://topnonprofits.com/examples/nonprofit-mission-statements/#sthash.vFCHU3pp.dpuf>)

Mission Statement Example for the HPC:

The mission of the Alamance County Historic Properties Commission (HPC) is to safeguard the heritage of the county by identifying, protecting, and preserving properties that embody the important elements of the county's cultural, social, economic, political, and architectural history, in order to promote the use and conservation of these important resources for the education, pleasure, and enrichment of the residents of the county and state.

The Alamance County Historic Properties Commission has a quasi-judicial role. When reviewing applications for Certificates of Appropriateness, the commission hears evidence, determines relevant facts and then applies the law as it concerns the exterior changes to, or demolition of, landmark properties and properties in local historic districts, as well as new construction on designated properties or within districts.

Vision Statement (Desired End-State)

A one-sentence statement describing the clear and inspirational long-term desired change resulting from an organization or program's work. The best visions are **inspirational, clear, memorable, and concise**. For example:

- Boy Scouts of America: To prepare every eligible youth in America to become a responsible, participating citizen and leader who is guided by the Scout Oath and Law.
- Amnesty International: Amnesty International's vision is of a world in which every person enjoys all of the human rights enshrined in the Universal Declaration of Human Rights and other international human rights instruments.
- VFW: Ensure that veterans are respected for their service, always receive their earned entitlements, and are recognized for the sacrifices they and their loved ones have made on behalf of this great country.
- Special Olympics: To transform communities by inspiring people throughout the world to open their minds, accept and include people with intellectual disabilities and thereby anyone who is perceived as different.

(From: <http://topnonprofits.com/examples/vision-statements/#sthash.k6z4PMBF.dpuf>)

Vision Statement example for the HPC:

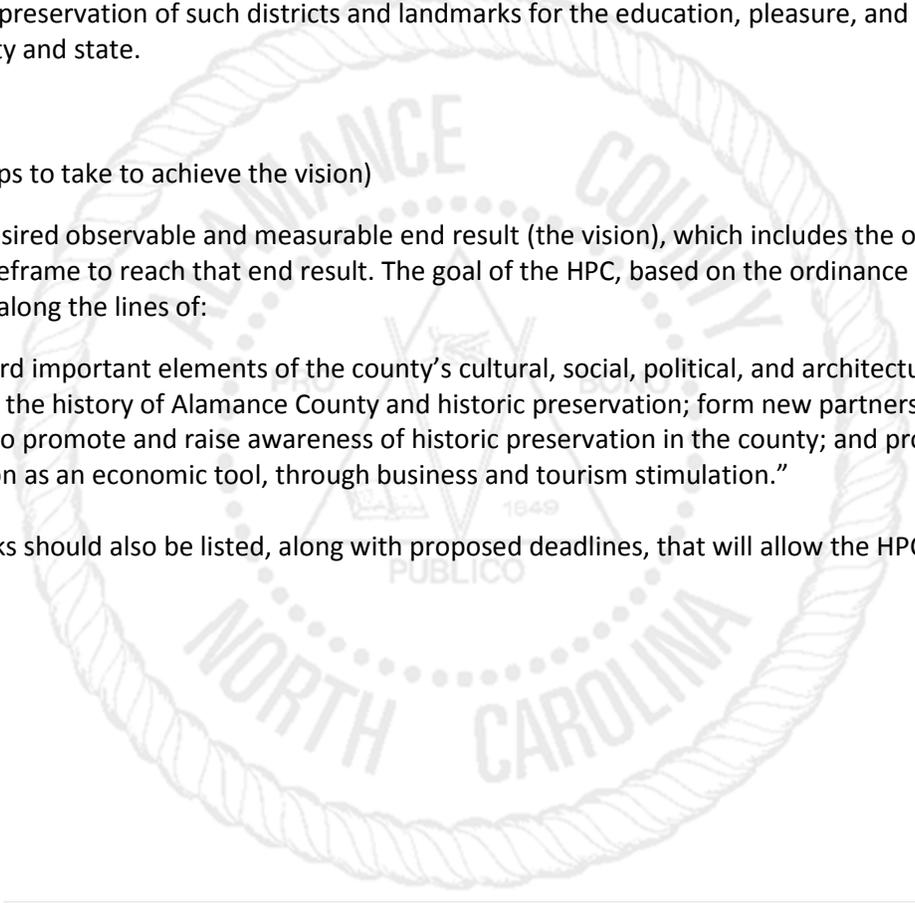
By listing and regulating historic districts and landmarks, acquiring historic properties, and approving historic markers denoting sites of local historic significance, the HPC seeks to safeguard the heritage of the county by preserving districts and landmarks that embody important elements of its culture, history, architectural history, or prehistory; and, to promote the use and preservation of such districts and landmarks for the education, pleasure, and enrichment of residents of the county and state.

Goals Statement (Steps to take to achieve the vision)

A statement of the desired observable and measurable end result (the vision), which includes the objectives to be achieved within a timeframe to reach that end result. The goal of the HPC, based on the ordinance and state statutes, should be something along the lines of:

“The HPC will safeguard important elements of the county’s cultural, social, political, and architectural history; educate the community about the history of Alamance County and historic preservation; form new partnerships with other agencies/companies to promote and raise awareness of historic preservation in the county; and promote the utilization of historic preservation as an economic tool, through business and tourism stimulation.”

However, specific tasks should also be listed, along with proposed deadlines, that will allow the HPC to reach this goal.





The NEW NC Historic Preservation Tax Credits

The Basics

INCOME PRODUCING - Continues to piggyback onto the Federal credit.

- Former regular historic credits and enhanced Mill credits combined.
- Tiered base credit –
15% up to \$10 million of QREs, 10% from \$10 million to \$20 million, no credit above \$20 million.
- Bonus credits - 5% Development Tier Bonus for projects in Tier 1 or 2 county.
5% Targeted Investment – manufacturing or agricultural related at least 65% vacant for two years preceding eligibility certification.
- Maximum credit \$4,500,000, based on a \$20 million project of a vacant mill in distressed county.
- Mandatory five year carryforward eliminated. Credit may be taken in year structure placed in service and carried forward for nine years.
- New credit effective January 1, 2016, sunsets January 1, 2020.
- Eligibility certification for projects certified under the previous Mill program expire January 1, 2023.
- Fee schedule to be determined, no greater than 1% of QREs.

NON-INCOME PRODUCING - Homeowner credits.

- Property must be National Register listed or be contributing to a NR listed Historic District.
- Credit 15% of eligible rehabilitation expenses.
- Project threshold reduced to \$10,000 of rehabilitation expenses.
- Project cap limits eligible rehabilitation expenses to \$150,000 - maximum credit is \$22,500.
- Eligible rehabilitation expenses must be incurred within any 24 month period.
- Mandatory five year carryforward eliminated. Credit may be taken in year structure placed in service and carried forward for nine years.
- Credits may be transferred with property so long as transfer of property occurs before it is placed in service.
- Taxpayer is allowed to claim credits for a rehabilitation once every five years.
- New credit effective January 1, 2016, sunsets January 1, 2020.
- Fee schedule to be determined, no greater than 1% of rehabilitation expenses.