

**TOWN OF BLACK MOUNTAIN
HISTORIC PRESERVATION COMMISSION**

The Black Mountain Historic Preservation Commission held its regular meeting on Wednesday, August 18, 2021, at 6:00 p.m. electronically via Zoom.

I. CALL TO ORDER

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

Susan Leive, Chair
Ron Collins, Vice Chair
Jay Parmar
Matthew Turner

Staff:

Jennifer Tipton, Senior Admin

Others Present:

The meeting was called to order at 6:01 p.m. and duly constituted and opened for business with a quorum of five (5) regular members.

II. ADOPTION OF AGENDA

The agenda was adopted by consensus.

III. ADOPTION OF MINUTES

Susan Leive asked that the time be added under Item I – Call to Order. Ron Collins asked that the information that Ron Sneed provided about the Commission’s duties be added to the minutes. Ron Collins made a motion to adopt the minutes as amended. The motion was seconded by Matthew Turner and approved by a vote of 4-0.

IV. OLD BUSINESS

None.

V. NEW BUSINESS

1. Review Rules of Procedure

Jennifer Tipton said that the Rules of Procedure have not been updated in quite some time and with the recent amendments from the new 160D statute, it is time to review the rules. Ms. Tipton went through and noted some of the changes that included updating statute numbers, changing the meeting time from 5:00 to 6:00 p.m., correcting grammatical errors, and removing treasurer from the list of officers. Susan Leive asked that Chairman and Vice-Chairman be changed to Chair and Vice-Chair. Ron Collins asked that the duties of the Commission and reasons for the decisions made be added. Ms. Tipton said that she will incorporate these changes and bring back another draft for review at the next meeting.

2. Training

Jennifer Tipton reminded those that signed up for the School of Government webinar that they would be receiving a link to the meeting.

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Ms. Tipton also said that she would be sending out information to watch online training that is required for the CLG (Certified Local Government) requirements. Members need to watch at least two videos and write a brief summary of what they learned and send that to Kristi Brantley at the State Historic Preservation Office. Her contact information will be included in the email.

3. Election of Officers

Ron Collins nominated Susan Leive for Chair. The motion passed by consensus with a vote of 4-0.

Ron nominated Matthew Turner for Vice-Chair. The motion passed by consensus with a vote of 4-0.

4. Minor Works Committee Appointment

Ron Collins and Jay Parmar volunteered to serve on the Minor Works Committee.

VI. COMMUNICATION FROM HISTORIC PRESERVATION COMMISSION

Jay Parmar asked about the newspaper boxes downtown and if there is a limit to the number of them that are allowed and can they be removed. Jennifer Tipton said that there is a limit as to how many can be clustered together and she will have Jake Hair take a look to see what might be in violation. Ms. Tipton also added that there is a text amendment in the works that might allow for the removal of the boxes from the downtown area and she will keep everyone updated as that moves through the process.

VII. COMMUNICATION FROM STAFF

Jennifer Tipton said that the Commission still has one vacancy if anyone knows of anyone who might interested in serving. Ms. Tipton also said that there two vacancies for Board of Adjustment, one vacancy for Greenways Commission, and Ron Collins announced one vacancy for the Library Board.

VII. ADJOURNMENT

Ron Collins made a motion to adjourn at 6:41 p.m. The motion was seconded by Susan Leive and approved by a vote of 4-0.

Prepared by:

, Chair

Jennifer Tipton, Senior Admin

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