

**Charlotte-Mecklenburg  
HISTORIC LANDMARKS COMMISSION  
February 13, 2023  
Virtual Meeting  
6:01 p.m. – 7:19 p.m.**

**Draft Minutes**

**Present**

Victoria Archibald/County  
Robert Barfield/County/HLC Secretary  
Akadius Berry/County  
Lesley Carroll/County  
Brian Clarke/County/HLC Vice Chair/Survey Committee Chair  
Andra Eaves/County  
Nadine Ford/City  
William Hughes/City/HLC Chair  
Edwin Wilson/City/HLC Treasurer  
Stewart Gray, HLC Historic Resources Program Manager  
Elizabeth Stuart, HLC Senior Administrative Support Assistant  
Tommy Warlick, HLC Consulting Preservation Planner  
Leslie Johnson, Deputy County Manager  
Edward Yeager, Senior Deputy County Attorney  
Ron Gibson, HLC Counsel

**Note:** This meeting was held virtually through the Microsoft Teams video conferencing platform.

**1. Consideration of Minutes**

Commissioner Wilson presented a motion seconded by Commissioner Barfield that the minutes for the January 9, 2023, meeting of the Historic Landmarks Commission be approved. The Commission unanimously approved the motion.

**2. Chair's Report: William Hughes**

Chair Hughes stated his appreciation of the Commission's work and asked the Commissioners to remain engaged.

**3. Public Comment Period (Up to 3 Minutes Per Person)**

Chair Hughes stated that this is the period for the public to speak on any matter within the HLC's purview that is not associated with the quasi-judicial hearings.

Historic Resources Program Manager Gray stated that Eric Levinson intended to speak to the Commission but was not able to attend and may speak at the March meeting instead.

Arlene Douglas stated her interest in purchasing the Torrence-Lytle School to turn into a non-profit learning center. Gray explained that Douglas previously contacted staff and staff responded that they were not able to discuss this property but encouraged her to speak at this meeting to make her interest known to the full Commission. Gray advised the Commission to not comment.

#### **4. HLC Closed Session**

Commissioner Barfield presented a motion seconded by Commissioner Carroll that the Historic Landmarks Commission convene in closed session. The Commission unanimously approved the motion.

Commissioner Wilson presented a motion seconded by Vice Chair Clarke that the Historic Landmarks Commission reconvene in open session. The Commission unanimously approved the motion.

#### **5. HLC Staff Updates: Leslie Johnson**

Deputy County Manager Johnson stated that the Executive Director job posting should be live soon. She noted that a plan is being developed to build redundancies to cross train staff for certain accountabilities so that the department is better positioned if something unexpected happens. She stated that the revolving fund is still being reconciled with plans to report the findings at the next monthly meeting. She stated that the County has kicked off budget season and she plans to submit a request for an additional staff position to support the increase in plan reviews and related tasks.

#### **6. Public Hearing for the Renfrow Commercial Properties, Matthews**

Gray stated that the Commission's public hearing is to solicit public comment about the potential designation of the Renfrow Commercial Properties. He stated that the Town of Matthews will also hold a public hearing. He explained that public hearings are required by statute and noted that the lack of public comment at this public hearing is not a true reflection of the interest in this property. Gray concluded the public hearing.

#### **7. Appointment of Secretary to Sign Written Decisions from Quasi-Judicial Hearings**

Chair Hughes stated that he has assigned the responsibility of signing written decisions from quasi-judicial hearings to the position of the Secretary, currently held by Commissioner Robert Barfield. Gray explained that this only applies to quasi-judicial hearings for Certificate of Appropriateness applications.

#### **8. Consent Agenda for the Charles and Laura Alexander House, 203 S. Church Street, Huntersville**

Vice Chair Clarke presented a motion seconded by Commissioner Berry that the Historic Landmarks Commission approve the consent agenda as presented for the Charles and Laura Alexander House, 203 S. Church Street, Huntersville, N.C.

## **9. Quasi-Judicial Hearing for the Charlotte Fire Station #2, 1212 South Boulevard, Charlotte**

Chair Hughes stated that this item is deferred due to outstanding information needed.

## **10. Financial Report: Stewart Gray**

Gray stated that Johnson covered this item with her update on the revolving fund.

## **11. HLC Staff Report**

### **a. Historic Plaques**

Gray reminded the Commission that it had a productive discussion regarding historic plaques at the November meeting. He explained that the office ran out of the bronze plaques that are to mount on designated landmarks prior to the pandemic. He stated that an order for these plaques has been placed and is expected to be delivered in April.

Gray stated that staff has also discussed having QR codes available for all designated properties and which would include a link to the Commission's website for more information.

Commissioner Wilson thanked staff for proceeding with these items.

### **b. BOCC Annual Report Presentation**

Gray reported that staff, Chair Hughes, and Vice Chair Clarke will present the HLC annual report to the BOCC on February 21. The final presentation will be included at the HLC's March 13 meeting.

### **c. Adventure Club February Outing**

Senior Administrative Support Assistant Stuart reminded the Commission that the Adventure Club is heading to the Charlotte Coliseum on Saturday, February 18 at 2:30 p.m. for a tour of the Coliseum and Ovens Auditorium. She thanked those who have indicated they are attending.

HLC Consulting Preservation Planner Warlick stated that April 22 is the tentative date for another preservation event at Steele Creek Presbyterian Church Cemetery.

## **12. Old Business**

There was no old business.

## **13. New Business**

### **a. Commissioner Ford has asked to discuss the HLC's approach to handling public comments on social media.**

Ford stated that she was recently informed of a Facebook post that did not accurately represent the work of the Commission. She reported that she contacted the person with an invitation to a future Commission meeting.

HLC staff answered questions from the Commission regarding the handling of public comments on social media.

Commissioner Barfield presented a motion seconded by Commissioner Berry that the meeting of the Historic Landmarks Commission adjourn. The Commission unanimously approved the motion.

The meeting adjourned at 7:19 p.m.