

**Charlotte-Mecklenburg
HISTORIC LANDMARKS COMMISSION
December 8, 2025
Hybrid Meeting
Charlotte-Mecklenburg Government Center, Room 266
6:05 p.m. – 7:27 p.m.**

Draft Minutes

Present

Christina Benton/City/Survey Committee Chair (remote)
Brian Clarke/County/HLC Vice Chair
Andrew Dunn/County/HLC Secretary
Victoria Grey/County/HLC Treasurer/Property Oversight and Engagement Chair (remote)
John Kincheloe/City (remote)
Emily Makas/Mayor
Melanie Reddrick/City/HLC Chair (remote)
Jason Tapp/County
Peter Wasmer/Mayor
Stewart Gray, HL Director
John Howard, HL Historic Preservation Manager
Tommy Warlick, HL Historic Preservation Specialist
Elizabeth Stuart, HL Senior Administrative Support Assistant

Absent

Andra Eaves/County
Charlie Miller/City

Note: This meeting was held virtually through the Microsoft Teams video conferencing platform and in person at the Charlotte-Mecklenburg Government Center.

1. Adoption of the Consent Agenda

a. Approval of November HLC Minutes

Commissioner Dunn presented a motion seconded by Commissioner Makas that the Historic Landmarks Commission approve the consent agenda as presented for the approval of the Historic Landmarks Commission's November 10 meeting minutes. The Commission unanimously approved the motion.

2. Chair's Report: Brian Clarke, Vice Chair

Vice Chair Clarke did not have a report.

3. Public Comment Period

No one signed up to speak.

4. Quasi-Judicial Hearing for a Certificate of Appropriateness Application for the Fidler House, 21112 Catawba Avenue, Cornelius

Vice Chair Clarke stated that no action would be taken on this item at this meeting.

Historic Preservation Manager Howard noted that Michael Archer, neighbor property owner, and Jonathan Hutchinson, architect, were on the meeting call.

Director Gray stated that this item should be on the January 12 meeting agenda. He stated that additional notifications will be sent to neighboring property owners.

5. Presentation of FY2027 Advisory Board Budget Priorities: Andrew Dunn

Commissioner Dunn stated that Chair Reddrick has been overseeing this project. He explained that Mecklenburg County will soon start its budget process and has asked for budget priorities for advisory boards for 2027 to be considered by the Mecklenburg Board of County Commissioners (BOCC). He reviewed the three priorities: Revolving Fund Contribution, Revolving Fund Line Item for the Purchase of Preservation Easements, and Additional operating budget line item for the purchase of Historic Markers. He explained that no formal action is needed.

Commissioner Wasmer asked how many easements could be purchased for \$50,000. Gray stated that it varies. He explained that purchasing development rights is a good avenue for the Commission to explore.

Commissioner Dunn asked how a preservation easement would affect a property's resale value. Vice Chair Clarke explained that turning these priorities into action would be on a case-by-case basis since there are many ways to approach purchasing easements.

Gray noted that the Providence Women's Club Community House will be discussed later in the meeting and explained that the group is interested in having the Commission hold a preservation easement on the property. He stated that the group asked about a historic marker. He stated that maybe the standard for the Commission could be to provide a historic marker in exchange for placing an easement on a property.

Commissioner Dunn stated that he would inform Chair Reddrick to proceed with the presented budget priorities.

6. Survey Committee Report: Christina Benton

Historic Preservation Specialist Warlick stated that the Survey Committee will meet on Tuesday, December 16. He stated that the agenda would be light with potentially two designation reports and one property to consider for inclusion on the Study List of Prospective Historic Landmarks.

7. Property Updates

a. Kelly M. and Margaret G. A. Alexander House, 2128 Senior Drive, Charlotte

Howard stated that the closing on this property is expected to occur in January. Commissioner Dunn asked about post-closing plans. Howard stated that staff will give an update to the BOCC and potentially ask for ideas for the property's use. He stated that interested parties have inquired about the property. He noted that there is no rush to sell the property to ensure a careful consideration for the best use for the property.

Gray stated that two good potential buyers have contacted staff. He stated that the BOCC was in favor of the property being preserved and thinks that the members would be interested in having the government somehow involved in the property's use. He recommended that the Commission not own the property for longer than needed. He stated that the Commission will need to think about improving the property if the current prospects do not progress.

Commissioner Makas stated her agreement to move slowly and deliberately to determine whether the property could have a public use.

b. Edgewood Farm, 11132 Eastfield Road, Huntersville

Gray stated that the BOCC approved the usage of revolving fund money for the purchase of this property. He stated that the closing on this property is scheduled soon. He stated that the due diligence is complete and noted that Chair Reddrick and Commissioner Miller visited the site and had positive feedback.

Chair Reddrick stated that the house is in good shape. She stated that the location is good and will make the house appealing.

Gray stated that Commissioner Miller looked at the site from a real estate perspective and was supportive of this purchase. He stated that staff may schedule a meeting with the officers to discuss the property. He stated that a realtor will likely be necessary to guide staff through the process.

c. Stafford Cabin, Plaza Road Extension, Charlotte

Gray stated that the Historic Landmarks department purchased the Stafford Cabin and will convey it to the Park and Recreation department. He stated that the disassembly of the cabin is in process, depending on the weather. He stated that the Public Information department is obtaining footage of the disassembly and move. He stated that he does not know when the cabin will be reconstructed at Latta Place but would let the Commission know when it is scheduled.

d. Torrence-Lytle School, 13900 Holbrooks Road, Huntersville

Gray stated that he and Howard attended a community meeting on Saturday to update the community on the status of the Torrence-Lytle School. He reminded the Commission of the

\$500,000 roof repair and structural stabilization and repair project that the Commission funded. He stated that the next step for the property is to begin a request for proposal (RFP) process.

Vice Chair Clarke asked if the RFP process would launch in January and how long it would be opened. Gray stated that the RFP process might open in January. He stated that he would like for this property to be sold but wants to ensure that all avenues are explored for a good project. He stated that it would not be a short process. He stated that there has been a lot of interest in the property. He asked the Commissioners to share the RFP when it is ready.

e. Consideration of Holding a Deed Covenant on the Providence Women's Club Community House, 9735 Community House Road, Charlotte

Gray stated that Paulette Kerr, longtime member of the Lower Providence Women's Club, contacted staff and expressed concern about the property, which continues to function as a women's club. He stated that the property was built in the 1930s as part of a Depression-era phenomenon to build rustic revival buildings for community use. He stated that the members are concerned about the building's future due to a lack of new members. He stated that they are interested in having a historic marker installed on the property and mentioned sharing this cost with the Commission.

Gray stated that he and Kerr discussed deed covenants and explained that staff does not have covenant language for the Commission to consider. He stated that there are two different parcels with a reverter clause on the parcel that does not include the building. He stated that the covenant might include language about infill development. He stated that the covenant will be brought to the club members first before being reviewed by the Commission.

Vice Chair Clarke asked if the Commission was in favor of staff proceeding with this project. All Commissioners indicated that they were in favor of staff proceeding with negotiations and document preparations with the Providence Women's Club regarding placing a deed covenant on the property.

Commissioner Dunn stated his support for providing a historic marker in exchange for the Commission holding a preservation easement on a property. He asked if there is a higher level of designation available to protect this property. Warlick stated that statewide significance designation is an option but has not yet been researched by staff. He explained that the challenge is the process is time-consuming and explained his uncertainty that staff currently has the time to undertake the process.

8. Community Outreach Updates

Warlick stated that staff is in the process of scheduling events for 2026.

9. Revolving Fund Financial Report: Stewart Gray

Gray stated that the revolving fund balance is \$5 million. He stated that approximately \$200,000 has been used for the Cornelius High School Agriculture Building project. He stated that the

Commission committed to spending approximately \$830,000 on other projects, which would make the revolving fund balance \$4.17 million. He asked the Commission to let staff know of ideas for additional projects.

10. Historic Landmarks Staff Report

a. HLC Holiday Party: December 11

Senior Administrative Support Assistant Stuart stated that the holiday party would be held at the Topsy Pickle at Camp North End.

b. End-of-Year Review

Warlick reviewed staff and Commission accomplishments from 2025. He stated that it was a productive year with an increased focus on various educational programming, collaborative initiatives, and a continued emphasis on planning community events.

11. Old Business

Vice Chair Clarke stated that the William Grier House has been demolished.

12. New Business

There was no new business.

The meeting adjourned at 7:27 p.m.