



Meeting Minutes for January 11, 2022

The Burlington Historic Preservation Commission met virtually via ZOOM on Tuesday, January 11, 2022 at 7:00 PM. All staff and applicants presenting at this meeting were sworn to tell the truth to the best of their ability. The meeting may be viewed online via YouTube's Playlist, "Historic Preservation Commission Meetings":

https://www.youtube.com/playlist?list=PLX2Do5DiQXjze1mDyBLhHd_eJ4ov89fPU

Members Present:

James Euliss, Chair
Brian Pennington, Vice Chair
Russ Vandermass-Peeler
Josh Adkins
Wendy Geiss
Lori Bryan
Kristina Meinking

Members Absent:

None

Guests:

None

Staff Present:

Jamie Lawson, Principal Planner
Conrad Olmedo, Planning Manager
Beverly Smith, Senior Administrative Assistant

I. Call Meeting to Order

Mr. Euliss, Chair, called the meeting to order at 7:06 PM and confirmed all members were present.

II. Approval of Previous Minutes – December 14, 2021, Historic Preservation Commission

Ms. Geiss, Member, made a motion to approve the December 14, 2021, Historic Preservation Commission Meeting.

Mr. Pennington, Vice Chair, seconded the motion.

Approved by the following Members: (Geiss, Pennington, Vandermass-Peeler, Adkins, Bryan, Meinking) Chair Euliss abstained.

III. Applications for Major Certificates of Appropriateness

Mr. Euliss, Chair, reported there were no applications received for consideration.

IV. New Business

a: Aurora Cotton Mills Finishing Plant – Baker – Cammack Hosiery Mills Plant National Register Nomination

Ms. Jamie Lawson, Principal Planner, presented a request for the Aurora Cotton Mills Finishing Plant – Baker-Cammack Hosiery Mills Plant who is seeking National Registry nomination for property located at 714 E. Webb Avenue, Burlington. She reported the Historic Preservation Commission recommended this property be designated as a Local Historic Landmark on March 9, 2021, and City Council approved the site be designated as Local Historic Landmark on July 20, 2021. She reported since the previous actions, the property owner has submitted the subject property to be nominated to the National Register of Historic Places. This nomination will have no bearing or impact to the property's Local Historic Landmark designation but that it may make the property eligible for tax credits. She stated staff recommends the Historic Preservation Commission approve the recommendation, and if so, staff will forward any comments and required paperwork to the State Historic Preservation Office.

Public Comments:

Mr. Euliss, Chair called for any public comments and none were received.

Ms. Lawson reported no written or other comments were received by City staff.

Commission Members expressed excitement for the nomination and its positive impact on the Burlington community.

Mr. Euliss, Chair moved to motion for approval of the recommendation of the nomination and stated the following:

We, the Burlington Historic Preservation Commission, have reviewed and discussed the nomination for Aurora Cotton Mills Finishing Plant – Baker-Cammack Hosiery Mills Plant and find that the property meets the criteria for listing in the National Register of Historic Places as stated in Section 8 of the report. We, therefore, recommend that the property be submitted for listing in the Register.

Ms. Bryan, Member, seconded the motion.

Approved unanimously.

Ms. Lawson informed the Commission Members that Mr. Russ Vandermass-Peeler left the meeting at 7:16 PM due to technical difficulties.

b: Update for the District Design Standards

Mr. Euliss, Chair, announced the Commission has received an email from Ms. Lawson with links to the two consultants interviewed for the District Design Standards update.

Ms. Lawson reported the proposals are not being discussed but feedback, comments, and/or questions are to be submitted to City staff by Wednesday, January 12.th

V. Other Business

a: Local Historic District Amendment

Mr. Euliss, Chair, briefed the Commission on the responses received on the proposed process by which the Commission will produce a report to be submitted to the Planning and Zoning Commission and City Council.

Mr. Adkins, Member, requested clarification on the development of a subcommittee.

Ms. Lawson responded City staff confirmed with the City Attorney and distributed a memo to the Commission to provide additional guidance. She stated it is the decision of the Commission to determine how they wish to prepare a draft for review by all members and the appointment of a subcommittee is one option, and the second option being one member prepare a draft for the entire commission to review. If the subcommittee is chosen, these meetings would be subject to the Open Public Meetings Act, and Ms. Lawson would assist the committee in compliance. The subcommittee would need to keep meeting minutes, minutes will need to be prepared and approved, meetings would be noticed and once a draft is completed, the subcommittee can present the final draft for consideration of the entire Commission for final approval.

Mr. Euliss, Chair, confirmed the subcommittee would consist of a maximum of three members.

Mr. Pennington, Vice Chair, made a motion, seconded by Ms. Geiss, Member, to create a subcommittee.

Ms. Lawson asked the Commission to consider appointing volunteers at this meeting.

Mr. Euliss, Chair, called for subcommittee volunteers.

Mr. Pennington, Vice Chair, and Ms. Meinking, Member, volunteered for the subcommittee.

Following a brief discussion, Mr. Pennington amended the previous motion to make the following appointments to a subcommittee consisting of Kristina Meinking and Brian Pennington, and one other Member to be determined, to draft a report to be submitted to the HPC for consideration at their February meeting.

Ms. Bryan, Member, seconded the motion.

Approved unanimously.

b: Minor Certificates of Appropriateness Update

Ms. Lawson informed the Commission there were three minor COAs included in their packet,

c: 2022 Schedule

Members and City staff discussed the following 2022 Meeting Schedule to be posted and filed as written.

Burlington Historic Preservation Commission Submission
Deadline and Meeting Dates 2022

MEETING MONTH	SUBMISSION DATE	MEETING DATE
January	December 14, 2021	January 11, 2022
February	January 11, 2022	February 8, 2022
March	February 8, 2022	March 8, 2022
April	March 8, 2022	April 12, 2022
May	April 12, 2022	May 10, 2022
June	May 10, 2022	June 14, 2022
July	June 14, 2022	July 12, 2022
August	July 12, 2022	August 9, 2022
September	August 9, 2022	September 13, 2022
October	September 13, 2022	October 11, 2022
November	October 11, 2022	November 8, 2022
December	November 8, 2022	December 13, 2022

VI. Adjournment

Ms. Meinking, Member, made a motion to adjourn the meeting.

Mr. Pennington, Vice Chair seconded the motion.

Approved unanimously.

Meeting adjourned at 7:35 PM.

END OF MEETING