



**Tybee Island
HISTORICAL PRESERVATION COMMISSION
Meeting Minutes**

Date & Time: July 11, 2022 6:00PM

Present: Holly Grell-Lawe, Cassidi Kendrick, Mike Goldberg, Maggie Wright, Mary Anne Butler, Marty Harrell, Michael Sergi

Absent: Spec Hosti, Sarah Jones

Observers: Dawn Shay, Forever Tybee,

Location: Burke Day Public Safety Building, Conference Room, 78 Van Home Ave.

Call to Order

The meeting was called to order by Holly Grell-Lawe at 6PM. A quorum was present.

Approval of Minutes

1. **June 13, 2022 Minutes-** Mary Anne Butler had a correction for the time of the Lazaretto Coalition meeting, from 4PM to 3PM. Holly also requested that the commission approval in principle of the attendance policy be recorded in the minutes. Minutes approved with corrections with a motion by Holly and second from Mary Anne.

On-going Business

1. **HPC Draft of Elevation Guidelines-** Holly and Mike G. Created draft elevation guidelines for Tybee. They used examples from other cities and information from FEMA to create this draft. The draft was shared with HPC members and advisors for comments and reviews. The draft does not directly address commercial buildings, types of architecture of Tybee that are historic or contributing and non-contributing buildings from the historic resource survey. State and local references need to be added. Once approved by HPC, the draft will be shared with Whitney from FEMA. Mike attended a zoom call with FEMA about elevation guidelines for Georgia. Mike G. has a historic cottage he is raising and offered to let the community check out the project for reference and create a case study.
2. **Fort Screven Signage at North Campbell-** Mike got the go ahead to repair the Fort Screven sign in front of the Guard House. He provided a rendering to show a potential structure of the new sign, using architectural details from other historic Tybee structures. He is willing to repair the other sign, but will need to be reimbursed for materials, about \$250.
3. **Campbell Neighborhood Conservation District Outreach Planning-** Holly is going to create a one-page document for outreach. Holly wants to check her spreadsheet of addresses against county records for accuracy and also clean up the final draft of the conservation district ordinance.

4. **Program Guidelines and Procedures-** Cassidi will email out HPC contact list. Cassidi also created a draft of program guidelines and procedures using Main Street guidelines as a starting place. HPC members are to give feedback on the draft before final review and being sent to the City Attorney. An annual planning meeting will be added for HPC next year. Holly would like to see action items outlined from each meeting, she will send an email to the commission with action items prior to each meeting and cassidi will share a work plan template with the commission.

New Business

1. **HPC Communications & Outreach-** HPC is making a plan for an island wide education plan in regards to preservation. Mary Anne and Mike Sergi will work on fact sheets for content to add to social media.
2. **HPC Branding/Logo-** HPC liked the idea of creating a logo that mimics some of Main Street's branding elements, including two variations of the logo. They would like to use an element different from the Cockspur lighthouse. Cassidi will continue to collect feedback from the commission to create the right logo for HPC.

Announcements

Permits- No update.

Lazaretto Coalition Meeting- No report to share.

Tybee MLK - Black History Trail. Tybee MLK is working with Professors at Georgia Southern to create a Black History Trail highlighting significant locations on Tybee related to Black History.

Statewide HPC Conference- September 19-23 Registration is \$35 per person, Cassidi can register those who would like to attend the virtual conference.

Underrepresented Community Grant Program- Cassidi, Holly and Sarah will meet to see if we can put together a quick proposal for this grant.

Adjournment

Meeting adjourned at 7:31PM.