



**Tybee Island
HISTORICAL PRESERVATION COMMISSION
Meeting Minutes**

Date & Time: September 12, 2022 5:00PM

Present: Holly Grell-Lawe, Cassidi Kendrick, Mary Anne Butler, Sarah Jones

Absent: Michael Sergi, Marty Harrell, Spec Hosti

Observers: Dawn Shay, Forever Tybee, Pat Leiby

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

Call to Order

The meeting started at 5PM, no quorum was present.

Approval of Minutes

1. **August 8, 2022 Minutes-** No quorum present to approve minutes.

On-2oin2 Business

1. **Intern Introduction-** HPC has a new intern, Jackie Boling. She is currently a student in SCAD in the Masters program for Preservation Design. Her bachelor's degree is in History from West Virginia University. She also completed an internship with the Historic Savannah Foundation and a mock National Historic Register application for the Crab Shack on Tybee.
Sarah Jones announced a program partnership between Historic Savannah Foundation and Tybee Island Historical Society (TIHS). The Blueberry Cottage will be a case study for facade easement.
2. **Action Items from 8/8/22 HPC Meeting-** all items were completed.
3. **City Hall Renovation Update-** Not much to update. City staff have moved out into the modular buildings. Renovation work is out to bid right now. Michelle is working with a private contractor to ensure the renovation will be properly documented, possibly a timelapse camera. The safe is still in the building. Cassidi will ensure that detailed photos are taken. Historic documents of and in City Hall will be put in archives. HPC would like for copies of the blueprints of city hall to be given to TIHS.
4. **Draft Elevation Guidelines-** HPC received comments from George Shaw. Holly talked to FEMA. Their recommendation was to leave any requirements in the guidelines/recs that were required for properties in a local historic district. Holly will work on this before the next meeting. Holly said a flow chart would be helpful with tracking the progress on this.
5. **North Campbell Conservation District-** Holly finished comparing the excel files to county records. She is drafting a letter to property owners. It was recommended that we make a fact sheet about conservation districts. Jackie can help with this. A next step will be reserving the guard house for a community meeting.

6. **Fort Screven Signage-** Mike is working on this. Sarah reached out to her sign maker contact, she shared a draft photo. Mike will do posts. We may need uplighting, preferably a solar light. The plaque from the old sign will be used on the new signage. Sarah is waiting for a price estimate, she has \$1200.00 to use towards it.
7. **HPC Community Communication-** Mary Anne has been working on building some content, she has emailed Dottie Klutz for some information. She is also working with another Masters student for information on historic preservation. The logo was finalized, and the instagram page has been created. Cassidi has given social media access to Jackie, and would also like to add a historic preservation spot to monthly business newsletter and beachcomber magazine article.

New Business

1. **Historic Trolley Tour (Tybee Birthday Celebration)-** HPC will participate in the City 135th Birthday Celebration by hosting a Historic Tybee Trolley Tour. Cassidi and Jackie have been working on this, and are coordinating with Bob Cuciveich. Tickets will go on sale soon. The tour will be on October 21, in the morning. Event posters will be printed and events will be on the digital billboard also.

Announcements

Lazaretto Coalition Meeting- Jim Hillary is over this group. They are working on a Lazaretto Memorial Project that will be a healing memorial, they will likely put it at the boat ramp. They are also coordinating with Tybee Island Historical Society on their UNESCO Markerproject. The UNESCO marker project is a separate project. TIHS has asked Tybee MLK to assist with the unveiling ceremony in October. Further meetings will be held to discuss this project.

Permits- 408 Tybrisa: to enclose a porch, add bedroom and bathroom, redo kitchen, bathroom flooring and AC system. Sarah is good to approve the permit.

Tybee MLK - Thank you to everyone from HPC that came to the Wade In Marker reveal. The ceremony went great! They are still working on the black history trail.

Statewide HPC Conference- Conference is next week ,zoom links and agenda will be sent out to everyone.

Adjournment

Meeting adjourned at 6:20PM.