



HISTORIC PRESERVATION COMMISSION

March 13, 2023 at 6:00 PM

Meeting Minutes

Date & Time: March 13, 2023 6:00PM

Present: Holly Grell-Lawe, Cassidi Kendrick, Jackie Boiling, Marty Harrell, Sarah Jones, Mike Goldberg, Mary Anne Butler, Spec Hosti

Absent:

Observers: Dawn Shay, Forever Tybee, Jan Will

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

Call to Order

The meeting was called to order at 6:00PM.

Approval of Minutes

February 13, 2023 Meeting Minutes-Approved unanimously upon motion from Mike Goldberg and seconded by Mary Anne Butler.

Ongoing Business

HPC Member Vacancy- Application deadline extended to April 30, 2023. Discussion focused on additional avenues for outreach of the open position. Cassidi to check with Assistant City Manager about use of Hamilton Creative, possible posting on back of water bill, and bulletin board postings at Post Office and YMCA. Possible outreach through church bulletins and emails to be explored. Holly to contact Episcopal Church. Mary Anne to contact St. Michael's. Marty to contact Trinity Methodist.

Update on Mid-Island Historic District Nomination-Monthly updates from Bob Ciucevich to start in April HPC meeting.

FY 2023-2024 HPC Budget Request-Cassidi and Assistant City Manager scheduled to for initial meeting with Finance Director in 2 weeks.

Historic Preservation Month (May 2023)-Activities will include the Historic Tybee Trolley Tours and development and dissemination of a map of the Trolley Tour stops. Development of the map by the HPC Intern provides an opportunity for the Intern to learn the mapping software. This learning will be leveraged later in the year to produce a map of historical markers on Tybee which is an initial step in the development of HPC's self-guided walking tour of historic sites on Tybee, which should link to the Black History Trail website under development by Tybee/MLK.

Cassidi and Jackie (Intern) provided an update on the map and proposed that HPC solicit sponsors to help defray the costs of the trolleys for the tours. There is space for sponsorships in one column of the double-sided tri-fold map. Discussion focused on how to solicit sponsors, the types of sponsors, the information on sponsors that would be placed on the tri-fold map. The decision was to make the sponsorships open to all businesses and services on the island on a first-come, first served basis. Cassidi and Jackie will determine and report back on how many sponsors can be accommodated based on the amount of space available in one column of the tri-fold. Outreach for sponsorships will include the Main Street mailing list and social media outlets. Marty Harrell disagreed with the method and limitation of sponsorships.

Proposed Revisions to STR Ordinance to Address Impacts on Preservation and Relocation of Historic Houses-It was noted that HPC had been notified that legal review of HPC's proposed revisions to the STR Ordinance was completed and the document as modified by the City Attorney had been sent to the Planning Commission and would likely appear on the Planning Commission's 3/20/2023 meeting agenda. If so, Holly and Sarah plan to attend that meeting.

Local Economic Incentives for Historic Preservation-Shortly before the meeting, Mike sent out a draft of a letter to the Mayor and members of Tybee City Council he prepared with input from Sarah proposing that the City implement economic incentives for local historic preservation. HPC members have not had a chance to review. Each member will review and provide feedback to Mike in the coming week.

Investigation of Use of Deconstruction Ordinances in Other Municipalities-Mike reported that he has quite a collection of information on this topic, including sample ordinances, some of it sent by Holly who had researched the topic when it first arose several months ago. He will pull the information together. Holly suggested that a simple "pros and cons" format be used to collate the information, supplemented with information that addresses the Who, What, Where, When, Why, and How of deconstruction ordinances.

Guidelines for Elevating Historic Buildings and Elevating Historic Buildings – Guide to Permit and Historic Preservation Reviews (draft companion document to Guidelines for Elevating Historic Buildings)-The permitting information has been pulled out of the *Elevation Guidelines* and placed into a new companion document titled *Guide to Permit and Historic Preservation Reviews*. Holly requested feedback from all HPC members and staff and the HPC Advisor. The document will also be sent to George Shaw for review and editing to ensure that the information provided is accurate and correct. It will then be sent for review to FEMA and SHPO. Sarah will reach out to Melissa with NPS at Fort Pulaski for the appropriate contact at SHPO to review the document. Otherwise, Holly will call the head of the State's HPD to identify the appropriate SHPO personnel.

Revisions to Tybee Historic Preservation Ordinance and Revisions to HPC Administrative Procedures – Both documents remain with the City Attorney for legal review. It was noted that the CLG related amendment to the HP Ordinance must be approved by the City Council by September 2023. Holly noted that for the April meeting, the draft HPC Administrative Procedures will be used to allow for an HPC

member to participate by phone. It was noted that this applies only to HPC members, observers and others are not allowed to participate in HPC meetings by phone.

North Campbell Neighborhood Conservation District-June 10, 2023 at 1pm was set as the date and time for the meeting of the property owners in the North Campbell neighborhood. The meeting will be held at the Guardhouse. Cassidi will contact Robyn (City staff) to reserve the Guardhouse for that date.

New Business

Maintenance of City-Owned Historic Properties-Holly stated that in the past, periodic updates were provided by the now Assistant City Manager on the maintenance needs and schedule for historic properties owned by the City. She suggested that HPC continue to be updated on this topic per the Tybee HP Ordinance. It was noted that the roof work was done on the Memorial Park Pavilion and Black Box Theater. The City Manager maintains the maintenance schedule. The City Hall renovation continues. It was suggested that HPC request a tour of the City Hall renovations.

Permit Reviews-Sarah reported that there were no permit reviews for this period.

Announcements

Tybee/MLK-The Black History Trail website is expected to launch in time for Lazaretto Day on March 25. The website will be accessible from a person's phone and through the Tybee/MLK website, as well as the Tybee Island Historical Society and the City of Tybee. Tybee/MLK has requested \$3000 from the City to help with the cost of brochures and signs.

Lazaretto Coalition-Lazaretto Day is March 25 at memorial Park (12pm-6pm) with a commemoration program at 3pm.

Former HPC Member and Community Member Jan Will-Jan attended this HPC meeting to state her opposition to the "BEACH" directional sign that has been installed under the new Fort Screven signage at North Campbell and Van Horn. Holly stated that HPC would take her input under advisement since not all HPC members have seen the new signage.

Adjournment-The meeting adjourned at 7:40pm upon motion by Marty and seconded by Mary Anne.