



**Tybee Island**  
**HISTORIC PRESERVATION COMMISSION**  
**Meeting Minutes**

**Date & Time:** November 4, 2024, 6:00 pm

**Present:** Holly Grell-Lawe (Chair), Cara Cole, Mike Goldberg, Marna Lewin, Jacilyn Ledford, Maggie Wright, Cassidi Kendrick

**Observers:** Dawn Shay (Forever Tybee)

**Location:** Burke Day Public Safety Building, Conference Room, 78 Van Horne Avenue

**Call to Order**

The meeting was called to order at 6:00pm. A quorum was present.

**Approval of Minutes**

The minutes of the October 14, 2014 HPC meeting were unanimously approved by upon motion by Cara Cole and seconded by Mike Goldberg.

**Announcements**

**Tybee/MLK & Lazaretto Coalition**

Marna Lewin, HPC's Liaison to these organizations, stated that Tybee/MLK and the Post Theater are collaborating to show a film on the last years of Dr. King's life shown at the Post Theater from 3pm-5pm on January 12, 2025 as part of the celebration of the MLK holiday. The Lazaretto Coalition is a community partner with Fort Pulaski and the National Park Service on long-range interpretive planning for Fort Pulaski.

**HPC Chair**

Holly Grell-Lawe reminded the group of the Public Kick-Off Meeting for HPC's CLG Grant Project to develop a local historic district for the Fort Screven National Historic District and the North Campbell Neighborhood on Thursday, November 7, 2024 at the Guardhouse from 6:00pm-7:00pm. Room set-up, fact sheet handouts, poster map, and other logistics for the meeting were discussed and confirmed. Cassidi Kendrick will seek clarification from the DCA/SHPO Grant Administrator whether the Acknowledgement of Federal Assistance (boilerplate) must appear on all social media postings and printed handouts related to the CLG Grant Project, including the public kick-off meeting.

**Ongoing Business**

**Central Tybee Island Residential National Historic District Application Update**

Bob Ciucevich emailed an update which indicated that was on Tybee on October 30, 2024 to take a few final photos for the application. He expected to submit the revised application to SHPO sometime this week (week of November 4, 2024). Mr. Ciucevich will send HPC all of the

files that he is submitting to SHPO. Holly Grell-Lawe stated she is hopeful for approval in 2025, although another round of slight revisions may be needed. She reported that she sat in on (virtually) the semi-annual meeting of the Georgia National Register Review Board which was held November 1, 2024. (Eventually, HPC's application for the Central Tybee Island Residential National Historic District will have to be presented to that Board and approved.) She noted that for each nomination application reviewed during the meeting, the Board members asked about community support and links to the Civil Rights movement. Mr. Ciucevich plans to consult with SHPO about possible inclusion of the Tybee wade-ins of the 1960s in the developmental history of the Central Tybee Island application. Holly Grell-Lawe noted that the proposed Central Tybee Island District is residential in nature, reflecting the different periods of development on Tybee. She further noted that designation as a National Historic District will bring opportunities for federal and state tax incentives for property owners interested in restoring their historically contributing properties within the district.

### **Promotion & Education Committee Update on Tour of Homes Planning (May 2025)**

The Committee will meet again on November 13, 2024 at 2pm. General postings on social media about the tour have been done and there are forms for sponsors, volunteers and hosts now available. Two sponsors are confirmed. Six volunteers are confirmed. Four historic houses are confirmed, along with the Fresh Air Home. The Tour of Homes is a fundraiser for the Arts Center; however, actual planning for the Arts Center windows sponsorship fundraising will take place at the HPC's Annual Planning Meeting in January 2025. In the meantime, Maggie has been researching such fundraising approaches.

### **Maintenance of City Owned Historic Properties/Arts Center**

Mike Goldberg reported that he went into the attic of the Arts Center. The purpose was to investigate reports of a roof leak and to update the condition assessment information on the Arts Center received from the City Engineer. The Arts Center roof is 5V tin. The tin itself does not appear to be very old. The roof leak is likely from deterioration of some of the washers on the roof's cap screws (which do not appear to be installed in the proper locations). The washers degrade over time, especially where they have been installed on the flats on the roof rather than the ribs. However, it is difficult to locate a failing fastener. By the time the water travels through the layers of construction, you can only assume that the leak is somewhere above the actual drip. Another challenge with fastener replacement is that the simple act of walking on the roof tends to pop more seals that were on the brink of failure. Holly Grell-Lawe will update the condition assessment document with this information. Some features of the condition assessment document need to be clarified with the City Engineer. An email from Mr. Ben Sutton of the Georgia Trust for Historic Preservation indicated that a 5 year old condition assessment would be OK if the elements of the assessment related to the proposed grant project had been updated.

Mike Goldberg also took photographs of the windows at the Arts Center. Holly Grell-Lawe recommended that HPC not prepare grant applications for the 1772 Foundation Grant Program (\$10,000) or the Callahan Grant Program (\$5000) offered by the Georgia Trust for Historic Preservation to restore the Arts Center windows. The reasons are that there has been no answer from the city as to whether it can enter into a fiscal agent agreement with a 501(c)(3)

non-profit for purposes of the 1772 Foundation Grant; the Callahan Grants are focused on projects that can be substantially completed; no matching funds are available at this time; a written plan and schedule of events has not yet been prepared for fundraising the cost share funds required for the grants (a requirement of both grant programs). She suggested that HPC look at these grants again next year, after fundraising efforts for the windows has been undertaken.

Mike Goldberg asked if HPC should recommend full restoration of the Arts Center as has been done with the Bowling Alley and other Fort Screven buildings. Holly Grell-Lawe indicated that the current fiscal situation of the city budget does not promote optimism that the city will be interested in a full restoration at this time. She suggested that HPC address this topic in its Annual Planning Meeting and prioritize it within the HPC "parking lot" of proposed initiatives and projects.

### **CLG Grant Update**

Holly Grell-Lawe reported that she, Cassidi Kendrick and Maggie Wright have a meeting scheduled with the consultants for the CLG grant on Wednesday, November 6, 2024. Sarah Ward (consultant) has made the changes in the contract requested by the City Attorney. Contrary to earlier information, Cassidi Kendrick was advised today that the contract does have to go to City Council for approval. She consulted with the City Manager and HPC is OK moving forward with the meeting with the consultants on November 6, 2024 and the public kick-off meeting for the project scheduled for November 7, 2024. The contract is on the City Council agenda for next Thursday, November 14, 2024.

### **New Business**

#### **HPC 2025 Annual Planning Meeting**

After discussion, the group determined that HPC's Annual Planning Meeting will be scheduled for Tuesday, January 21, 2024 from 10:00am-2:30pm at the Guardhouse. Set-up for the meeting will be at 9:00am that day.

#### **Permit Reviews**

A building permit application for 1805 Chatham Avenue was received today and sent to HPC members for review. The property is the Harmon-Weiss Cottage and a contributing property within the Back River Historic District. Information will be requested from the property owner to clarify repair of the external rot.

#### **Adjournment**

The meeting adjourned at 6:57pm with unanimous approval upon motion by Cara Cole and seconded by Marna Lewin.

