Roll Call

A. Call to Order

B. Adoption of Agenda

C. Approval of Minutes
   C.1 Historic Preservation Commission - Commission Meeting - Sep 16, 2020 6:30 PM
   C.2 Historic Preservation Commission - Commission Meeting - Oct 14, 2020 6:30 PM

D. New Business
   D.1 Quasi-Judicial Training

E. Old Business
   E.1 Adoption of 2021 Goals/Work Plan

F. Staff Liaison Report
   Gillian White, Staff Liaison

G. Town Council Liaison Report
   Ed Yerha, Council Liaison

H. Chair’s Report
   Bob Myers, Chair

I. Adjournment

Please contact Gillian White, Historic Preservation Planner, at gillian.white@townofcary.org or at (919) 380-4264 with any questions regarding this agenda.

The Town of Cary is committed to providing all citizens with the opportunity to participate fully in the public meeting process. Any person with a disability who needs an auxiliary aid or service in order to participate in any meeting may contact the Town Clerk at least 48 hours prior to the meeting. The email address is virginia.johnson@townofcary.org; the phone number is (919) 469-4011; the TDD number is (919) 469-4012.
Minutes will be provided and uploaded to the agenda on the Monday prior to the meeting. Questions - please reach out to Julie.clifton@townofcary.org
Minutes will be provided and uploaded to the agenda on the Monday prior to the meeting. Questions - please reach out to Julie.clifton@townofcary.org
Historic Preservation Commission
2021-2022
Adopted November xx, 2020

Top 3 Highlights:

1. Highlight at least one property to the Cary Town Council for local historic landmark status.
2. Build on efforts to establish a local historic district in Carpenter by working with staff to complete and review the required study of historic significance and establishment of boundaries.
3. Work with Council and staff to protect and preserve town-owned historic properties and guide their future use to the benefit of the community.

Mission

*The Cary Historic Preservation Commission works to preserve the historical, cultural and architectural heritage of our Town for future generations.*

Administrative Goals

- **Training & Education**
  - All members shall be trained in the conduct of Town of Cary meetings, including conducting public and quasi-judicial meetings, and maintaining public records.
  - All members shall be familiar with statutes, laws, ordinances and rules of procedure relating to historic designations.
  - All members shall be familiar with the Town of Cary Inventory of Historical Resources.

- **Preservation Commission Responsibilities**
  - Consider any Historic Landmark or Historic District designation applications that may come before it in a timely, thorough and impartial manner.
  - Consider any Certificate of Appropriateness requests that may come before it in a timely, thorough, and impartial manner.
  - Provide recommendations on National Register properties, as required, to the NC State Historic Preservation Office.
  - Meet educational requirements for maintaining Certified Local Government (CLG) designation.

- **Communications**
  - Maintain open communication with the Cary Town Council, Cary Town Staff, related historic preservation organizations and the community.

Strategic Goals

- Initiate discussions and provide input for incorporating updated historic preservation goals and recommendations into the Cary Community Plan as part of the planned update that includes the integration of the Historic Preservation Master Plan.

- Work with staff and town council to protect and preserve town-owned historic properties and guide their future uses to benefit the community.
• Continue work to establish a local historic district in the Carpenter National Register District.

• Pursue a grant and/or revolving fund program for landmark properties.

• Create a public history interpretation plan to outline educational materials such as booklets, walking tours, electronic content, signage and/or historic markers.

• Identify places and events significant in the development of cultural diversity in Cary and seek opportunities to honor, celebrate, and preserve them.

Tactical Goals

• Reassess HPC rankings of properties in the historic resources inventory and recommend at least 1 property to the Cary Town Council for local historic landmark status.

• Assist the Cary 150 Task Force with preparations for Cary’s 150th anniversary celebration. Advocate that the celebration addresses Native-American prehistory, African American history (both contributions and unequal treatment) and the more recent Asian American history.

• Formalize the relationship between the Commission and the Friends of the Page-Walker Hotel.

• Build a relationship with the Environmental Advisory Board to help inform the community of the environmental benefits of historic preservation.

• Initiate an update to the Cary Historic Resources Inventory, to capture overlooked properties and properties that now meet the 50-year threshold. Consider crowd-sourcing and grants to get broadest coverage at lowest cost. Engage underrepresented community groups and religious institutions to assist in identifying overlooked historic properties.

• Engage in outreach and educational activities in the community to promote awareness of historic preservation and the historic preservation commission. Organize and attend at least one event during National Preservation Month (May) and Archaeology Month (October).

• Encourage applicants from underrepresented communities to apply for openings on the commission.