



Randolph County Historic Landmark Preservation Commission

204 East Academy St. ♦ P.O. Box 771 ♦ Asheboro, North Carolina 27204

April 22, 2009

The Randolph County Historic Landmark Preservation Commission (HLPC) met in the County Commissioners Meeting Room of the County Office Building at 725 McDowell Road, Asheboro, NC, and the meeting was called to order at 2:06 p.m.

Members present were Hal Johnson, Fran Andrews, Bill Ivey, Warren Dixon, and Robyn Hankins. Mac Whatley entered later where so noted in the minutes.

Approval of Minutes from March 25, 2009

On a motion of Dixon, seconded by Andrews, the Commission voted unanimously to approve the minutes of the regular meeting of March 25, 2009, as presented.

Update on the Andrew Balfour Cemetery

Chairman Johnson presented revised GIS maps of the Andrew Balfour Cemetery (attached as Exhibit A & B). He said that the N.C. Historic Preservation Office encourages that more details be identified enabling the location to be more easily found by the general public. Extensive details are an asset to an application. He also stated the Planning and Zoning staff revisited the site, and measured the dimensions (Exhibit B) of the gravesite and have noted the engravings on each headstone. All of the additional and revised information is being included as criteria for significance in the landmark designation report for the Andrew Balfour Cemetery.

Chairman Johnson shared the details the staff noted from the headstone inscriptions, as follows:

(1) Col. Andrew Balfour

Col. ANDREW BALFOUR
of
Revolutionary memory
A native of Edinburg Scotland.
Murdered by a band of
Tories at his home.
March 10, 1782

—————
“In the day of my trouble,
I sought the Lord.”
—————

*Col. Balfour's
Bible verse is taken from
Psalm 77:2 and Psalm 86:7*

(2) Elizabeth D. Balfour (wife)

ELIZABETH DAYTON
Wife of

Col. BALFOUR
Died 1818

—————
"Precious in the sight of the
Lord is the death of his saints."
—————

*Elizabeth D. Balfour's
Bible verse is taken from
Psalm 116:15*

(3) Andrew Balfour Jr. (son)

ANDREW BALFOUR Jr.
Son of
Col. ANDREW BALFOUR
BORN
Oct. 22, 1776
DIED
Dec. 31, 1825

—————
"Surely his salvation is nigh unto
them that fear him."
—————

*Andrew Balfour Jr.'s
Bible verse is taken from
Psalm 85:9*

(4) Margaret B. Hughs (daughter)

MARGARET B. HUGHS
Daughter of
Col. BALFOUR
Born 1775
Died 1820
Aged 45 Years.

—————
"There remaineth therefore a
rest to the people of God."
—————

*Margaret Hughs'
Bible verse is taken from
Hebrews 4:9*

Mr. Whatley entered the meeting at this time

Chairman Johnson stated that all of the supporting information for any designation will be included on the Historic Landmark website.

Update on the Trinity Museum a.n.a. The Winslow House

Chairman Johnson presented a revised aerial GIS map (attached as Exhibit C) showing the Trinity Museum/Winslow House and identifying the surrounding supporting structures. This will be included as criteria for significance in this landmark designation report.

HLPC Website Update

Chairman Johnson displayed the front page of the Historic Landmark Preservation Commission's website located at www.co.randolph.nc.us/hlpc and reviewed each tab and contents of the site. He commented that the website is "a focus for public education" on the history of Randolph County. Currently, the Old County Courthouse is the only designation under the Historic Sites tab and commented that the others will be added soon. Chairman Johnson also reported that the staff is working on creating a historic site location identification map that will be available on this site. Chairman Johnson stated that he believes the "Frequently Asked Questions" section to be very user-friendly and full of information. A person can click on a question and the answer will then appear below the question.

Other fields that were discussed were.

- Ordinance
- Bylaws and Rules of Procedure
- How to Research A Historic Property
- Landmark Designation Application
- Meeting Agenda

Becoming a Certified Local Government

Chairman Johnson introduced Ms. Alta Cassady, the new Preservation Commission Services Coordinator and Certified Local Government Coordinator of the N.C. Historic Preservation Office (HPO) in the N.C. Office of Archives and History, and stated that she would be informing the Commission about the requirements for the Certified Local Government (CLG) program.

In North Carolina, municipalities and counties are the two types of local governments that may become certified. Ms. Cassady stated a local government may apply to be a Certified Local Government (CLG) after having a Historic Landmark Preservation Commission established for one year, having a historical district and/or having designated at least one historical landmark. A local government that wishes to seek CLG status should first plan to submit the following to the CLG Coordinator of the State Historic Preservation Office:

1. Application Information Sheet and the Assurance Form provided by the HPO, which will be signed by the chief local elected official, assuring that the local government will fulfill all the standards for certification. It provides the name, position, address, phone and fax number, and email address of the designated staff member assigned to the preservation commission. If there are inter-local agreements, the chief elected official of each local government wishing to become certified shall submit an "Assurance Form."
2. Evidence that a comprehensive inventory of the area's cultural resources has been or will be conducted.
3. Information regarding the area's locally designated historic districts and/or historic landmarks.

4. The ordinance creating the local commission.
5. The commission's rules of procedure.
6. The design guidelines used by the commission.
7. Resumes of the members of the commission which include statement of residency.
8. A description of the commission's past and current activities.

Ms. Cassady stated that by achieving Certified Local Government (CLG) status from the National Park Service (NPS), they would receive technical assistance and training from the State Historic Preservation Office (HPO), participate in the National Register nomination process by giving them a voice in state and federal recognition of historic resources in the area, and the local government becomes eligible to receive a portion of the federal Historic Preservation Fund grant received by the state under the National Historic Preservation Act of 1966. However, a CLG must satisfactorily function as a CLG for a year before it is eligible for the grant funds earmarked for CLGs. If a commission is interested in participating in the grant program, it should be aware of the timing of the grant application and award cycle. Grant applications are due January and awards are made in May. Grants are for projects that can be completed within one year. Grants have a 50/50 matching requirement and are awarded on a competitive basis. Funds may be used for activities such as (1) architectural or archaeological survey, (2) National Register nominations, (3) preservation planning, (4) design guidelines, (5) architectural plans or feasibility studies, and (6) in a limited number of cases, physical restoration and stabilization. She stated that NC has \$80,000 they will be distributing this May. Twelve NC counties are currently a CLG.

Ms. Cassady said that the N.C. Historic Preservation Office has several architects on staff, and are available to comment on the structural soundness and restoration possibilities, if needed.

After being notified of certification, there will be annual performance assessments including monitoring activities, an annual report and a quadrennial review. Results from the annual and quadrennial reviews will be sent to the CLG in writing.

Landmark Designation Review

Ms. Cassady reviewed the steps a commission takes for designating a landmark, as follows: Before recommending that a property be designated as a historic landmark, a commission must investigate the property's significance and find that it has special historical, pre-historical, architectural or cultural significance, and it shows integrity of design, setting, workmanship, materials, feeling or association. To qualify for designation, a property generally should show integrity in most or all of these respects. The property owner should be contacted during this investigation to explain the ramifications and seek his cooperation. The property owner's consent is not required for designation of a landmark. However, the owner's consent is required for designation of specified significant features of a landmark's interior.

Once the investigation is complete, a report is compiled and submitted. Because reports from each commission are submitted in different formats, Ms. Cassady and her fellow employees have put together a narrative list of what is needed for a Local Landmark Designation report in order to unify the information they receive, and they hope to have the list added to their website soon. The Local Landmark Designation Report should state the following: (1) Significance in a clear, concise statement telling why the property meets the criteria for designation; (2) Basic data, such as name and street address of property, name and mailing address of the property owner, date of construction and later alterations, appraised value of the property, PIN #, deed book and page

number in which it is recorded and a description and justification of boundaries of area proposed for designation; (3) A narrative in paragraph form of the historical background in chronological order of the property and its owners, including historical events or historical persons associated with the property; (4) A narrative physical description of all resources on the site, such as the overall form, number of stories, construction materials, roof shape, porches, windows, doors, chimney, important decorative elements, and significant interior features whether or not the interior is being proposed for designation. Include the number, type and location of all surrounding buildings, with construction date and brief description. Include a description of the landscape and setting of the buildings, structures, etc. on the property; (5) A map showing location of property in relation to nearby streets and other buildings, site plan showing all resources on the property and the floor plan of the primary resource; and (6) High resolution digital photos showing the setting with significant landscape features, all elevations of the primary resource and any subsidiary buildings, including details of significant features such as notable trim and notable interior spaces, trim or other significant features. These should be submitted on a CD.

Once the report is received by the State Historic Preservation Office in their office, they have 30 days to review. They will pull any additional information they may have on the designation. An archeologist will check for any archeological possibilities. Then it will go to an architectural historian for his input. After his review the HLPC would be notified of their comments. She reminded the Commission that the HLPC can only recommend to the appropriate governing board that a landmark be approved or rejected as a landmark. On adoption of the ordinance, designating the landmark, the HLPC must notify owners and occupants of each designated landmark and the appropriate local government officials (Register of Deeds, Tax, etc.).

Discussion

Mr. Ivey posed the following question to Ms. Cassady regarding the Female Academy that is on the Commission's study list: "Could a potential designation be on the National Registry if it is not on its original site?" Ms. Cassady replied, "No, unless it has sat on its current site for a specific time or something historically significant happened on the new site."

Ms. Andrews asked, "How does the State determine a designation of a gravesite to the National Registry?" Ms. Cassady said that it is the significance of the person. Ms. Andrews stated that the State approved Braxton Craven's grave in the Trinity cemetery for the National Registry study list and she questioned how that designation would affect the rest of the cemetery if the specific grave is named to the National Registry. Ms. Cassady remarked that the National Registry only protects from government actions of demolition and that a designation as a local landmark gives the most protection as it protects it from a citizen's and government's actions.

Chairman Johnson thanked Ms. Cassady for attending and sharing information about the CLG program.

Adjournment

On a motion of Andrews, seconded by Ivey, the Commission voted unanimously to adjourn at 3:18 p.m.

Hal Johnson, Chairman

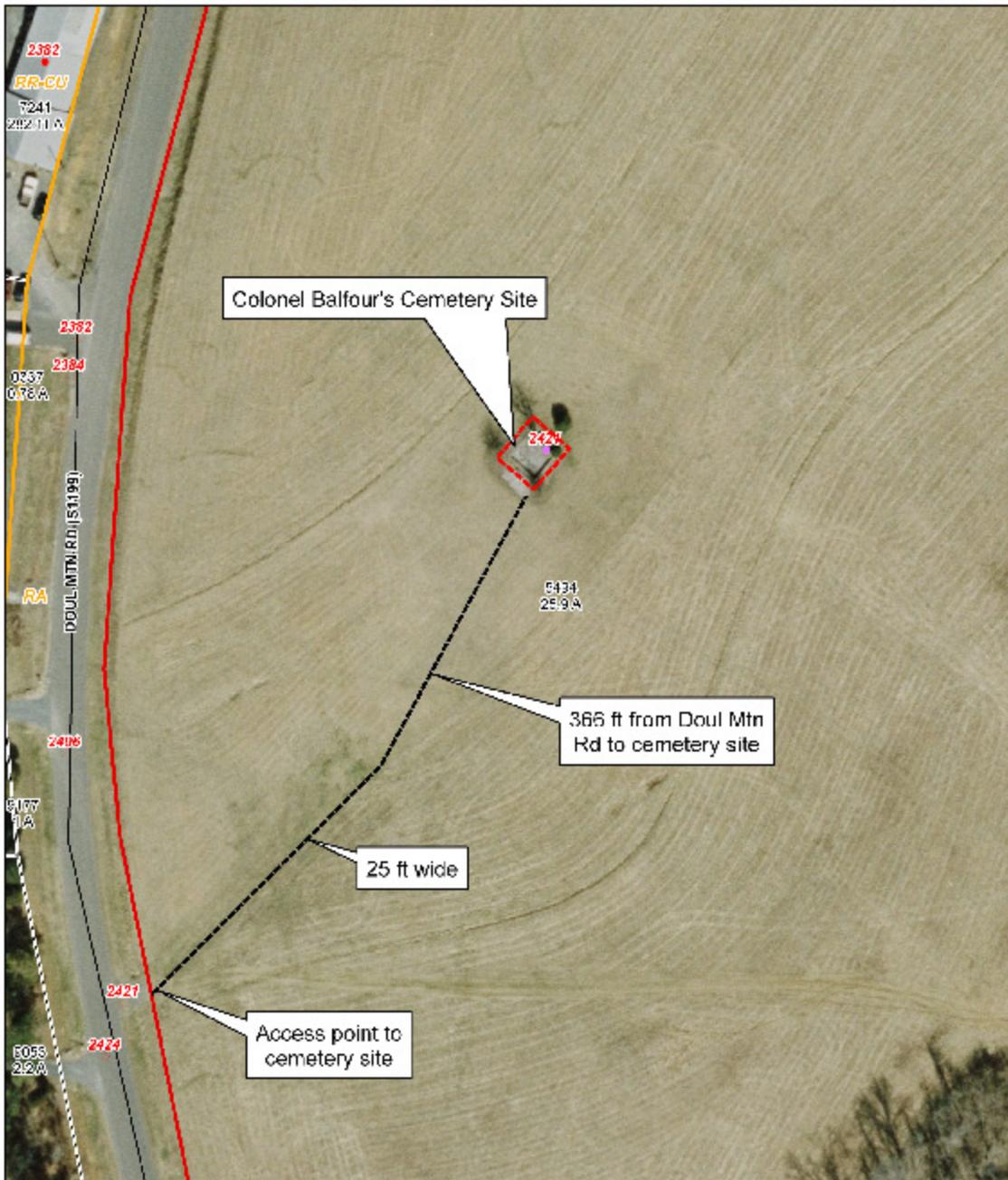
Amanda W. Varner,
Clerk to the HLPC

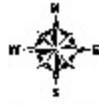
Exhibit A

Randolph County
Planning and Development

Location: 7899205494

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1 inch equals 25 feet

Randolph County Planning and Development

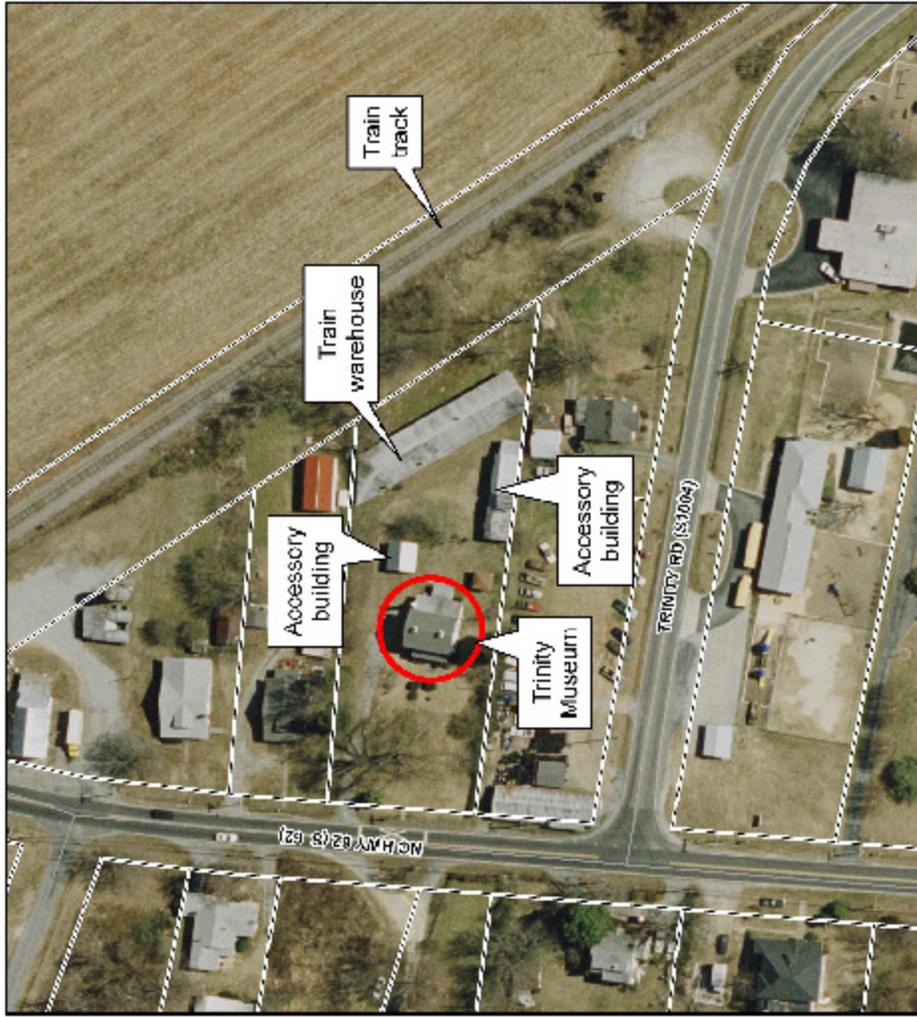
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Exhibit B

PLANNING AND DEVELOPMENT DEPARTMENT
RANDOLPH COUNTY, NORTH CAROLINA
100 EAST MAIN STREET, SUITE 200
ASHEBORO, NC 27815
TEL: 919.286.1234
WWW.RANDOLPHCOUNTYNC.GOV



Site of Trinity Museum



Legend

- Roads
- Parcels

