

**Minutes**  
**Union County Historic Preservation Commission**  
**3 November 2011**

The Union County Historic Preservation Commission met at 1:30 pm on Thursday, November 3, 2011 in the Heritage Room at the historic Union County Courthouse, Monroe, North Carolina.

Present: Dr. Jerry Surratt, John Dickerson, Sis Dillon, Danny Stegall, Jane Ellickson  
Absent: Brad Hudson, Charles Williams, Dale Loberger, Crystal Crump  
Also Present: Cofield Hilburn, owner of Victorian Crow's Nest, Monroe, NC  
Mary Lou Gamble, Harriett Moore

The meeting was called to order by Dr. Jerry Surratt, Chairman.

**Approval of Minutes**

Dr. Surratt asked if there were any corrections or additions to the minutes of the September meeting. Mr. Dickerson motioned to approve the minutes. Mr. Stegall seconded the motion and the vote was unanimous.

**Financial Report**

Dr. Surratt asked if there were any comments or questions concerning the financial report. There were none and the financial report was accepted and approved by Commission members.

**Unfinished Business**

Dr. Surratt asked Mrs. Gamble to make a report about the following items listed.

- A. The Charles Iceman House, 900 West Franklin Street, Monroe, NC. An Ordinance was adopted by the Monroe City Council on October 4, 2011 declaring the property an Historic Landmark. A packet containing the complete report, a copy of the Ordinance and all correspondence was mailed to Mr. and Mrs. Macon Griffin, owners of the house, on October 17. Information about ordering a historic plaque was included.
- B. The Kerr Farm, owned by Paulette Kerr. Mrs. Gamble said that she called Sidney Halma to check on the status of the Survey and Research Report for Kerr Farms, 9616 Joe Kerr Road, Waxhaw, NC. Mr. Halma said that the report was almost complete and he would probably send it by the first of the week. He also mentioned that we may need to add some information about the tax map.
- C. Unionville Methodist Church, 4799 Unionville Road, Monroe, NC. The Survey and Research Report is still pending. Church officials are waiting for a decision about leasing the property.
- D. Museum Plans - A gift of Early American artifacts has been given to the Union County Historical Society by Mrs. Nancy Helms. The collection is being stored here and can be seen by Commission members after the meeting. The Historical Society is in the process of making a

decision about the future use of the collection. Mrs. Virginia Bjorlin has had Mr. Tex O'Neil, an expert in this type of artifact, and Mr. Sidney Halma, historian, to look at the items. Mr. Houston

Blair, a member of the Historical Society suggested that Mrs. Bjorlin contact NC Archives and request the services of an archeologist. She was told that funds were not available to provide the service. She contacted the Schiele Museum in Gastonia, NC and spoke to an archeologist.

### **Consideration of Applications**

Mr. Dickerson, who is representing the City of Monroe, presented an Application of Certificate of Appropriateness asking approval for replacing the roof on the Old Monroe City Hall. The old roof is leaking. The original roof was slate and he provided a sample of the slate colored shingles that has been selected. He noted that the work is classified as "minor work" and does not require a 30-day delay for a vote. Dr. Surratt opened the floor for discussion. Mr. Stegall moved that the Application be approved. Mrs. Ellickson seconded the motion and the vote was unanimous.

Dr. Surratt introduced Colfield Hilburn, owner of the Victorian Crow's Nest, 1710 West Franklin Street, Monroe, NC. Mr. Hilburn had submitted an Application of Certificate of Appropriateness dated October 24 for an "addition to an existing new structure" on the east side of the property. He provided site plans, drawings, specifications and pictures of the project and gave a description as follows: "To cover the existing patio in front of the gazebo with an open roof extended from the gazebo but making sure the existing structure is separated in that it is still identifiable as the landmark for the servants quarters and supported by beautiful columns". He then answered questions from Commission members. Mr. Dickerson reviewed the requirements for approval since Application must be submitted 30 days before a scheduled meeting of the Commission. The Application will be reviewed at the December meeting.

### **New Business**

Dr. Surratt asked Commission members to refer to the proposed Resolution Establishing the Meeting Schedule for the Union County Historical Preservation Commission for 2012. Meetings are scheduled for the first Thursday of the month at 1:30 pm in the Heritage Room unless notification of cancellation is made. Mr. Dickerson motioned to adopt the Resolution. Mrs. Ellickson seconded the motion and the vote was unanimous. Dr. Surratt will sign the Resolution.

Dr. Surratt asked Mrs. Gamble to comment on the Tour of Homes and Downtown Monroe Tree Lighting scheduled for December 3, 2011. This event is sponsored by the Union Symphony. Mrs. Gamble said that Carole Williams and Patsy Curry came to the Heritage Room and spent over three hours gathering information about the historic properties that will be on the tour – four of which have been designated as Historic Landmarks. The Commission members were each given a list of these properties.

Dr. Surratt said that he had received a Nomination Form for Man and Woman of the Year. Nominations are open to the community. He suggested that members make individual nominations if he or she desires to do so.

Dr. Surratt called on Mrs. Gamble to present the staff request. Mrs. Gamble asked that the Commission members consider allowing Mary Lou Gamble and Harriett Moore annual sick leave

of 20 hours and 13 hours respectively. Mrs. Dillon made a motion to approve the request and Mr. Stegall seconded the motion. The vote was unanimous. The request will go into effect January, 2012. Mrs. Gamble and Mrs. Moore expressed their appreciation to the commission.

**Adjournment**

The next meeting is scheduled for December 1, 2011.

Respectively submitted,

Dr. Jerry Surratt, Chairman