



MEMORANDUM

TO: Mayor and Members of the City Council

FROM: Mayor Kirk Rivers
Reggie Goodson, Interim City Manager

DATE: January 10, 2025

REF: Consideration –Historic Preservation Appointment

BACKGROUND:

The Elizabeth City Historic Preservation Commission seeks to promote, enhance and preserve the character of the Local Historic Districts. The primary responsibility of the Commission is to consider Certificate of Appropriateness applications in accordance with the City's Local Landmark and Design Standards. Currently, the City's Historic Preservation Commission has total of seven (7) members. As stated in Chapter 3, section 7.2 (C) of the Unified Development Ordinance;

3-7.3 Appointment and Terms of the Historic Preservation Commission

(C) A majority of the Commission members shall meet the following criteria: (i) be an owner, have a lease, hold interest, or reside in the Historic Districts so designated at the time of appointment and (ii) have a demonstrated special interest, experience or education in history, architecture, archaeology, or related fields. Appointment shall be made to reflect the mix of downtown and residential interests. If a member so designated under (i) loses his/her designated status, the member's term shall be automatically terminated.

ANALYSIS:

This month, the City Clerk received an application from Mr. Lee Martin expressing interest in joining the Historic Preservation Commission. Mr. Martin is a resident of the 1st Ward and has extensive knowledge of home construction and remodeling. Staff feels that he would be an excellent addition to the HPC.

STAFF RECOMMENDATION:

By motion and roll call vote, appoint Lee Martin to a three-year term on the Elizabeth City Historic Preservation Commission.



CITY OF ELIZABETH CITY
Application for Board, Committee or Commission Appointment

PLEASE NOTE: This application is a public record under North Carolina law and will be shared with third parties upon request and without notice. If there is any information you do not want released to the public, please do not include it.

Is this application for appointment X or reappointment? _____

PLEASE TYPE OR PRINT CLEARLY:

1. Personal Information:

Name: Lee MARTIN

Mailing Address: 605 W. Church Email: Leedelson@yahoo.com

City and State Elizabeth City, NC Zip Code 27909

Telephone: Home: 210 882-9762 Cell: SAME Business: -

*Sex: M *Race: BLACK *Age: 69

*This information is requested for the sole purpose of assuring that a cross-section of individuals is appointed to serve our community.

Employed By: OSHA-DOL Current Position: Director-Whistleblower office

2. Where do you reside?

In Elizabeth City's City Limits? X If so, which Ward? 1

In Elizabeth City's Extraterritorial Jurisdiction (ETJ)? _____

In Pasquotank County outside Elizabeth City's ETJ? _____

3. Are you currently serving on another board, committee or commission appointed by the City of Elizabeth City? If so, please identify:

NO

PLEASE NOTE: No resident of the City of Elizabeth City may serve in more than two appointed positions at one time in City of Elizabeth City government, unless exempted by nature of the position he or she may hold in governmental service.

4. If you previously served on a City board, committee or commission, did you fulfill your term to completion? N/A

5. Please indicate by number your order of preference in serving on the following boards, committees or commissions:

- | | |
|--|--|
| <input type="checkbox"/> Alcoholic Beverage Control Board | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> EC/PC Airport Authority | <input type="checkbox"/> Personnel Appeals Committee |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Parks and Recreation Advisory Board |
| <input type="checkbox"/> Community Relations Commission | <input type="checkbox"/> Senior Citizen Advisory Committee |
| <input type="checkbox"/> Elizabeth City Housing Authority | <input type="checkbox"/> Storm Water Advisory Board |
| <input checked="" type="checkbox"/> Historic Preservation Commission | <input type="checkbox"/> Tourism Development Authority |
| <input type="checkbox"/> Central Communication Advisory | <input type="checkbox"/> Urban Forestry Commission |
| <input type="checkbox"/> Joint Animal Control Board | |

6. List below any experience or qualifications you have that are relevant to the board/committee/commission for which you are applying. (Use additional sheet, if necessary.)

Understand all phases of construction process. Know products.
Built homes in Kansas, Texas, North Carolina. Remodeled homes in
Virginia and Kansas. RATED property in Texas

Applicant Statement:

I understand that I am applying for appointment to a board, committee or commission for the City of Elizabeth City; that I will be required to take an oath of office to uphold the constitutions of the United States and North Carolina and the laws of the same, if appointed; that I will be required to meet the attendance and training requirements of the City if I am appointed, and may be removed from office for failure to meet attendance requirements; that for members of those boards, commissions or committees established by the City Council as requiring annual disclosure, completion of the City's General Disclosure Form, required by Section 2-114 of the City's Code of Ethics Conflict of Interest Ordinance shall be completed by February 1 of each year; and that my application will remain on file for consideration for a period of three (3) years, after which time I will need to file a new application. I agree to comply at all times with all requirements of the office for which I am applying.

By my signature below, I hereby certify that all the information contained herein is true to the best of my knowledge and belief.

Date: 1-3-2025 Signature: Lee White

PLEASE SUBMIT THIS APPLICATION TO:

City Clerk's Office
P. O. Box 347
Elizabeth City, NC 27909
Fax: (252) 337-6956
Phone: (252) 337-6955
Email: vwhite@cityofec.com

OFFICE USE ONLY	
Residence:	
_____ Inside	
_____ ETJ	
_____ County	
Appointed: _____	
Term: _____	
Date: _____	