



Brandi May, Chair
Kevin Whipple, Vice Chair
Mike Ferguson, Treasurer
Rachel Butler, Secretary
Mary Baldwin
Patrick Gallagher
Robert Sterling

HPC MEETING MINUTES August 18, 2020

8:00 A.M.

Members in attendance: Brandi May, Kevin Whipple, Mike Ferguson, Rachel Butler, Mary Baldwin, Patrick Gallagher

Members Absent: Robert Sterling

Guests/Staff attending Darryl Simmons, Brent Chandler, Kristin Thomas, Jim Croft

- I. Call to Order- meeting called to order at 8:06 am after Mr. Simmons read through the Governor's Executive Order and State of Emergency protocols for conducting meetings and access to the public.

Approval of Minutes – July 21, 2020- Mike Ferguson motioned to approve the minutes, second by Mary Baldwin. **Motion Passed** Aye: **Mary Baldwin, Kevin Whipple, Mike Ferguson, Rachel Butler, Patrick Gallagher**

- II. Financial Report – Mr. Simmons updated the Commission on the current available fund balance for the Historic Preservation Commission funded under Planning and Zoning Department budget. Current available balance is \$1,000.00 this represents 100% of available budget available. There were no expenditures made by the commission. Patrick Gallagher mad motion to accept the report, second by Kevin Whipple. Financial report approved **Motion passed** Aye: **Rachel Butler, Pat Gallagher, Mike Ferguson, Kevin Whipple. two members lost audio and video capability.**

- III. Old Business- None

VI. New Business-

- 3002 N Main St – applicant Brent & Christy Chandler-exterior swimming pool construction and tree removal

Applicants described scope of work followed by questions from the commission. Brandi May asked about screening along property. Pat Gallagher asked about fencing materials to be used, Kevin Whipple asked pool equipment screening and Mike Ferguson asked

about the apron design around pool. Applicant responded that the apron material to be determined however they are considering concrete with flagstone. Screening will comply with HPC standards regarding pool equipment and exterior screening will be very adequate with existing tree canopy in place. The applicant clarified the number of trees identified for removal, which totals six.

Kevin Whipple made a motion to approve the COA application with emphasis on the following sections of the HPC Standards:

4.1.08: Fencing is permitted and encouraged along side and rear yards as long as the fencing is located behind the setback line established by the front facade of the house.

4.1.10: The height of fences and walls located between a building facade and a public right-of-way shall not exceed thirty-two (32) inches and in other areas shall not exceed six (6) feet.

4.1.11: No barbed wire, razor wire, chain link or similar fencing is permitted within the district.

4.1.14: It is not appropriate to remove healthy, mature trees.

4.9.05: Swimming pools, and other recreation-related features, are to be buffered from view from the public right-of-way and should create a minimum visual impact.

4.10.02 Mechanical systems (HVAC, utility boxes) located on the ground will be completely screened using approved fencing or natural-looking landscape screening.

Kevin Whipple - Make motion to approve applicant pursuant to city arborist assessment of proposed tree removal along with written response from arborist to HPC with recommendations and the following HPC guideline sections 4.1.08, 4.1.10, 4.1.11, 4.9.05, 4.10.02

Patrick Gallagher seconded the motion. Motion passed. Aye: Mary Baldwin, Kevin Whipple, Mike Ferguson, Rachel Butler, Patrick Gallagher

- 2976 N Main St – applicant Kristin Thomas- replacement of window in rear of structure
- Lewis House project – True North LLC will provide a project amendment packet that illustrates all of the changes done at site that was not approved by the HPC. This will be a multiple submittal process given the amount of buildings.

Jim Croft goes through the variations of Phase one of Lewis House Apartments.

Building A: (Side & Rear Elev.) window type changed, riser room added, windows deleted

Butler asks about the site plan referring to this building as a 2 story

Jim Croft says that the front elevation drives how many stories this building is

Jim Croft continues

Building B: (Front Elev.) window type changed, window grille pattern changed, door type change, railing not yet installed (Side & Rear Elev.) window type changed, window grille pattern changed, item to be corrected on punch list

Building C: (Front Elev.) window grille pattern changed, window location moved to right 1'-0", trim profile modified at porch, roof 4" lower to windows, trim board added (Side & Rear Elev.) door style change, brackets not yet installed

Building U: (Front Elev.) window type changed, siding door changed to shakes, door style changed, railing not yet installed (Side & Rear Elev.) sliding changed to shakes, porch railing added, door style changed

Building V: (Front Elev.) frieze board reduced by 4” in height, door grille pattern changed (Side & Rear Elev.) window grille pattern changed, door grille pattern changed, porch roof slope direction changed, door added to elec. room

Building W: (Front Elev.) trim board installed 6” higher than design, vertical siding will replace horizontal siding, railing not yet installed (Side & Rear Elev.) trim board installed 6” higher than design, window type changed, roof framed 12” lower, window sizes changed for better proportion, vertical siding will replace horizontal siding, railing not yet installed

Gallagher asks why the two back gables are not the same

Jim Croft says it was part of the design

Building X: (Front Elev.) roof raised 6”, 4” offset in frieze board, porch railing added, door grille pattern changed (Side & Rear Elev.) roof raised 6”, 4” offset in frieze board, porch railing added, fire riser room added, frieze board partially removed, grille pattern changed, roof segment deleted for aesthetics, window size / height increased, frieze board added, window grille pattern changed, shutters deleted, brick rowlock changed to bullnose, door type changed, soffit return will be corrected

Patrick Gallagher – Make motion to approve variations discussed per revised design

Mary Baldwin seconded the motion. Motion passed. Aye: Mary Baldwin, Kevin Whipple, Mike Ferguson, Rachel Butler, Patrick Gallagher

VII Certificate of Appropriateness - Administrative Approval by Staff and Chairperson- none

VIII Discussion

- Properties of Concern

Chair May asked about Enclave Depot Park mechanical units.

Simmons discuss there will be a fence around the mechanical units, and they will not be releasing all of their Certificate of Occupancies until approval for the fence is addressed.

Gallagher asked about Owl’s Nest Brewery large steel stair.

Simmons responded by saying that the Owl’s Nest Brewery is not located in the Historic District. The stair will be softened by landscape and other features to reduce the harshness against the streetscape.

IX Public Comments

Chair May opened the floor for public comment. There was none.

X Planning & Zoning Administrator Comments

Simmons comments on the B&B on Main St. This building has been in violation of building codes and stop work orders released this week, but application will be presented during September 15, 2020 agenda

Adjourn

Chair May adjourned at 9:15am

**The next scheduled meeting of the Historic Preservation Commission will be
Tuesday September 15, 2020**

NOTICE: Any person who desires to appeal any decision from this meeting will need a record of the proceedings, and for the purpose may need to insure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which the appeal is based. The Agenda is designed to make more efficient use of the HPC's time. It is not designed to curtail discussion or input. If you need special accommodations to attend or participate in our meetings, please contact City Hall at least 24 hours in advance of the specific meeting you are planning to attend.

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