

**MINUTES ADOPTED BY THE GREENVILLE HISTORIC PRESERVATION
COMMISSION**

August 25, 2015

The Greenville Historic Preservation Commission held a meeting on the above date at 7:00 p.m. in the City Council Chambers of City Hall located at 200 West Fifth Street.

COMMISSION MEMBERS PRESENT:

MCLEAN GODLEY, CHAIR	DAVID HURSH
BRITTANY WHITNEY	JEREMY JORDAN
KERRY CARLIN	ALICE ARNOLD
ROGER KAMMERER	WILLIAM GEE
DAVID DENNARD	

STAFF MEMBERS PRESENT: COLLETTE KINANE, PLANNER II; THOMAS WEITNAUER, CHIEF PLANNER; and AMY NUNEZ, SECRETARY.

OTHERS PRESENT: BILL LITTLE, ASSISTANT CITY ATTORNEY AND STEVE HAWLEY, COMMUNICATIONS MANAGER.

ADDITIONS/DELETIONS TO AGENDA

Ms. Arnold made a motion to accept the agenda as written, Mr. Jordan seconded the motion and it passed unanimously.

APPROVAL OF MINUTES

Mr. Dennard requested to clarify his comment on page five to add the word “motion” to complete the phrase “friendly amendment and do it all in one motion”.

Ms. Arnold made a motion to approve the July 28, 2015 minutes with the amendment, Mr. Kammerer seconded the motion and it passed unanimously.

NEW BUSINESS

Minor Works COA's

Staff reported two Certificates of Appropriateness issued:

#2015-18: 304 S. Jarvis St., Mike Carey – Wood siding repair (in kind). Approved.

#2015-19: 801 E. 5th St., Rex Lilly – Change out HVAC. Approved.

Certificate of Appropriateness

409 Rotary Ave, Mr. Robert Thompson – Addition of screened porch to rear of house

Attorney Little stated it has been a while since the Commission has had a COA application. This is new to the majority of the Commission members. He stated a handout was given to the members. The Chairman is responsible for putting together the initial Findings of Facts (FOF). The following are the minimum facts found in each case: 1. COA application was completed and submitted (date); 2. Notice of the hearing was published in the Daily Reflector on (date) and (date); 3. Notice was mailed out to surrounding property owners; 4. The public hearing was held on (date); 5. (Staff name) presented for the City and (name of applicant or representative) presented for the applicant; 6. State what the project is; 7. State what Design Guidelines are applicable; 8. State any particular information received from the hearing that Chair determines is relevant; and 9. Any additional facts board members say are relevant. He stated that this information is a record which is used in case of an appeal to the Board of Adjustment. After the Chair has recorded the FOF, Commission members will discuss whether the application particulars are congruent or not with the Design Guidelines. Next the Chair will ask for a motion to approve the FOF. It would be a simple majority vote. Once approved, a motion to approve or deny the COA with or without conditions is needed. If the COA is approved, the Staff Liaison will send a letter to the applicant with the information and conditions if stated.

Ms. Collette Kinane presented for the City. She stated this was application #15-06 for 409 Rotary Avenue by Robert Thompson. The applicant requests to remove the deck and replace it with a screened-in porch.

Attorney Little stated that general questions can be made by members to staff, and then they can open the public hearing and hear from the applicant.

Mr. Hursh stated he would like to hear from the applicant before questions.

Ms. Kinane state that the Design Review Committee did meet to review and discuss the application. They recommended approval of the application, citing that the addition will not be seen from the right-of-way, the addition is a reversible action, and it did not mimic the historic style of the structure.

Mr. Hursh stated the proposed screened-in porch looks more appropriate than the deck.

Ms. Arnold stated she supports the addition and likes that the proposed roof matches the existing roof and is esthetically pleasing. She likes the shingles and the steep roof

grade and stated it is beautifully proposed.

Chairman Godley opened the public hearing. Those speaking in favor or against the application were sworn in.

Mr. Robert Thompson, applicant, spoke in favor of the request. He stated it is pretty straight forward converting the deck to a screened-in porch. The porch will look slightly larger than the illustration and they will use the foundation of the deck. He stated the pitch/grade of the roof is to meet building codes.

Chairman Godley asked Staff when the public hearing was listed in the Daily Reflector.

Ms. Kinane stated August 10th and 17th.

Attorney Little stated suggestions of construction and material questions members could or should ask regarding the relation of the application with the Design Guidelines.

No one spoke in opposition of the request

Chairman Godley closed the public hearing and opened for board discussion.

Mr. Hursh stated that Staff provided, in the meeting packet, the applicable Design Guidelines and how they are compatible with the request. His opinion is that the proposed structure from an esthetic stand point is more in keeping with the style of the home. The information stated he would use treated wood and be painted white.

Ms. Kinane stated that the following are the applicable considerations from the Design Guidelines Chapter 3, Title Decks, and Page 79:

#1: Decks must be located in inconspicuous areas, usually on the rear or least character-defining elevation of the historic building.

#3: Decks must be compatible in material, color, and detail with the historic building.

#5: Decks must be constructed so that they can be removed in the future without damaging the historic structure.

#6: Decks must be constructed so that there is the least possible loss of historic fabric. Character-defining features of the historic building must not be obscured, damaged, or destroyed.

#9: The height of the deck should generally align with the floor level of the historic building. If applicable, install compatible skirt boards and, where appropriate, lattice panels to screen deck framing.

Chairman Godley read the Findings of Facts. 1. COA application was completed and submitted July 16, 2015; 2. Notice of the hearing was published in the Daily Reflector on August 10, 2015 and August 17, 2015; 3. Notice was mailed out to surrounding property owners; 4. The public hearing was held on August 25, 2015; 5. Collette Kinane presented for the City and Robert Thompson presented for the applicant; 6. State what the project is-to convert an existing deck into a screened-in porch; 7. State what Design Guidelines are applicable-Chapter 3, Title 6, Page 70 numbers 1, 3, 5, 6, and 9; 8. State any particular information received from the hearing that Chair determines is relevant-Staff recommends that the HPC approve the application as submitted; and 9. Any additional facts board members say are relevant.

Ms. Arnold made a motion to adopt the findings of facts, Mr. Hursh seconded and the motion passed unanimously.

Mr. Dennard made a motion to approve the COA application, Mr. Hursh seconded and the motion passed unanimously.

Review of FIG Guidelines-Awning standards/requirements for graphics

Ms. Kinane provided the revisions based on suggestions from last month's meeting.

They are:

Add the following under Eligibility #5 Examples of projects that cannot be funded, either in whole or part by the grant program – *“Personalized awnings (the graphics or wording advertising a business”*

Add the following under Façade Improvement Design Guidelines, Construction Methods and Materials of the Community Development Department #6 – *“Business related graphics or wording on awnings will be ineligible for funding. Business related graphics or wording located on a detachable valance or removable patch are allowed but are not eligible for funding”*

Mr. Hursh stated that is was covered just as they discussed last meeting.

Attorney Little stated that a motion is needed to amend the Façade Improvement Grant Guidelines to incorporate the two changes.

Ms. Arnold made a motion to amend the Façade Improvement Grant Guidelines to incorporate the two changes, seconded by Mr. Kammerer and the motion passed unanimously.

Meeting Time Alteration

Ms. Kinane stated information will soon be collected for the 2016 City Calendar that includes meeting times and dates. Many other committees and boards have changed their meeting times earlier. She asked the members for their thoughts on moving the HPC time earlier.

Mr. Carlin stated he would like it at 5:30pm.

Mr. Hursh stated that 6pm works well for him.

Chairman Godley stated he cannot meet before 6pm. He asked members if 6pm was acceptable. Members that were present agreed.

Attorney Little stated the proposal is to amend the starting time to 6pm and the Commission will continue to meet the 4th Tuesday of each month. He stated it could be approved tonight or at the next meeting. However, in keeping with past practices, tonight could be considered as the first reading of the proposed amendment and next month could be the vote so the board can have more time to think about the proposed amendment.

Chairman Godley stated they would wait until next month to approve so they could include member Ryan Webb.

PUBLIC COMMENT PERIOD

No one spoke for public comment.

COMMITTEE REPORTS

Design Review Committee

Mr. Jordan stated they met to consider the COA at 409 Rotary Avenue.

Publicity Committee

Mr. Hursh stated they did not meet.

Selection Committee

No reports.

ANNOUNCEMENTS

Ms. Kinane stated that the first public meeting for the Horizon 2026 Greenville's Community Plan will be on September 14, 2015. The workshop will be from 6pm to 8pm at the Greenville Convention Center.

Chairman Godley asked to finalize a date for the Historic Walking Tour.

Mr. Hursh stated late September.

Mr. Kammerer stated he prefers October.

Chairman Godley offered Saturday October 3rd at 10am and to meet at the Laughing House Clock in Five Points Plaza.

Members agreed.

Chairman Godley asked if Ms. Kinane will make sure the public is aware.

Mr. Hursh stated he attended the CLG Training on July 30th. He stated it was excellent and he learned a lot. He congratulated Ms. Kinane on organizing the event.

With there being no further discussion, Mr. Hursh made the motion to adjourn, Mr. Dennard seconded it and it passed unanimously. The meeting adjourned at 7:28p.m.

Respectfully Submitted,

Collette Kinane, Planner II