

MINUTES ADOPTED BY THE GREENVILLE HISTORIC PRESERVATION COMMISSION

April 25, 2017

The Greenville Historic Preservation Commission held a meeting on the above date at 6:00 p.m. in Council Chambers of City Hall located at 200 West Fifth Street.

COMMISSION MEMBERS PRESENT:

Candace Pearce-Vice-Chair-Acting Chair	Kerry Carlin
William Gee	Myron Caspar
Justin Edwards	Mary Ellen Cole
Roger Kammerer	

STAFF MEMBERS PRESENT: Collette Kinane, Planner II and Amy Nunez, Secretary

OTHERS PRESENT: Donald Phillips, Assistant City Attorney and Kelvin Thomas Communication Technician

Election of Officers

Attorney Phillips stated that Chairman Tyrone Walston resigned from the HPC creating a vacancy in the Chair's position. Pursuant to the Historic Preservation Commission Rules of Procedure number 4 section C states: A Vice-chairman shall serve as acting Chair in the absence of the Chairman, and at such times shall have the same powers and duties as the Chair. Ms. Candace Pearce will be acting Chair tonight.

Attorney Phillips stated Chair and Vice-Chair are both one year terms with elections each January. The duties of the Chair is to conduct and preside over the Historic Preservation Commission meeting. The duties of the Vice-Chair is to preside as Chair in the absence of the Chair. The procedure of the elections for both are: 1- Open for nominations. Nominations do not require a second. 2- If no further nominations made, close the nominations by declaration of the Chair or vote by the Commission. 3- Vote in order of the nominations given. The first nominee to receive a majority vote is elected.

Chairwoman Pearce opened nominations for Chair.

Ms. Cole nominated Ms. Candace Pearce for Chair. No other nominations made.

Chairwoman Pearce closed nominations and called for a vote for Candace Pearce as Chair. All in favor. Ms. Pearce was elected Chairwoman.

Attorney Phillips stated that now that Vice-Chairwoman Pearce is elected Chairwoman, the Commission will now need to vote on Vice-Chair.

Chairwoman Pearce opened nominations for Vice-Chair.

Mr. Carlin nominated Ms. Mary Ellen Cole. Ms. Cole declined nomination and suggested tabling the election until more members are present.

No other nominations made.

Ms. Cole made a motion to table the election of Vice-Chair until the May 2017 meeting. Mr. Caspar seconded and the motion passed unanimously.

ADDITIONS/DELETIONS TO AGENDA

Mr. Gee made a motion to accept the agenda as presented, Mr. Edwards seconded and it passed unanimously.

Approval of Minutes

Mr. Carlin made a motion to accept the November 14, 2016 and March 28, 2017 minutes as presented. Mr. Kammerer seconded and it passed unanimously.

NEW BUSINESS

Minor Works COAs

2017-05: 1001 E. 4th Street; MHAworks; Mechanical change out/tree removal – Approved

Attorney Phillips stated pursuant to North Carolina General Statute 168-388 and Section 4-H of the Historic Preservation Commission Rules of Procedure:

Conflict of Interest. No member of the Historic Preservation Commission shall participate in either the discussion or vote on any certificate of appropriateness in any manner that would violate the affected persons' constitutional right to a fair and impartial decision maker. Prohibited conflicts include but are not limited to a member having a fixed opinion prior to hearing the matter and not willing to consider changing his or her mind; undisclosed ex parte communications with the person before the Commission, any witnesses, staff or other Commission members; a close familial, business or other associational relationship with the affected person; or a financial interest in the outcome of the matter before the board. On any other matter before the Commission where such decision by the Commission shall be in an advisory capacity only, no member shall participate in the discussion or vote on such advisory matters where the outcome on the matter being considered is reasonably likely to have a direct, substantial, and readily identifiable financial impact on the member. Decisions on either a request for recusal by a member or objections by a person appearing before the board shall be decided by a simple majority vote. A member so disqualified will not be counted or included in

the count to determine the appropriate voting majority for the issue before the Commission and will not negate a quorum of the Commission.

If a Commission member has had an ex parte communication that also needs to be disclosed at this time.

Major Works COAs

2017-03: 803 E. Fifth Street. Applicant: Tipton Builders, Inc. Restoration of Garage

Ms. Kinane presented the staff report. The applicant proposes the restoration of the garage on this property. The property is in the College View District and is also a local landmark.

The Dr. L.C. Skinner House, built in 1927, is a Colonial Revival style house. This application pertains to the three car brick garage located behind the main house. The garage is typical of the scale and degree of sophistication used in the construction of garages for houses on East Fifth Street. The garage has open portals and a hip roof. (This description is as written in the College View National Register nomination; however, upon closer visual inspection which revealed the presence of double tracks and a 'round the corner' type hardware system with a single remaining door attached to the south interior wall, it is apparent that the garage portals were, at some point, enclosed bays.) Following the tradition that garages were commonly constructed to visually complement and match the main house, the garage features a slate tile roof and brick laid in a running bond pattern. Unlike the main house, the garage features a decorative row of headers at the fifth and twenty-first rows. The applicant proposes the replacement of the slate tile roof with a synthetic slate tile roof, the restoration of the garage doors (using the one remaining door as a template), pouring a concrete floor, and the replacement and/or repair of damaged structural members. In the case of the garage in question, years of underutilization and lack of preventative maintenance have led to the deterioration of the structure. Historically, the garage, from the French garer – the act of docking, evolved from the traditional carriage house as a new type of building designed to shelter automobiles. These garages were designed for machines more complex than the buggies and horses that preceded them. The design of garages progressed from inexpensive rectangular sheds to pergola-garages (these dressed up the rectangular sheds with a decorative garden element) to the architectural garage that harmonized with the house. These earliest intentionally styled garages were designed with a conscious effort to hide their function. This was done with multiple paneled and partitioned doors, rarely facing toward a public street, and by using the garage as a feature in a greater landscape. The garage at 803 E. Fifth is an architectural garage – designed to complement the design of the main house by using a slate hipped roof and matching brick pattern. It is tucked away in the least visible corner of the property and its multiple bays face a side street.

For this application, **Design Guidelines** 1-3 and 9 of Chapter 2 Garages and Outbuildings (page 46); 1-3 of Chapter 2 Roofs (pages 20-21); and 1, 2, 4-6, and 16 of Chapter 2 Windows and Doors (pages 35-36) are applicable.

Recommendation:

The Design Review Committee met on April 12th, 2017 to discuss this application. The committee recommends accepting the COA with the addition of soffit or carriage-style lighting on the exterior of the garage. The addition of lighting elements was discussed with the applicant in the Design Review meeting. The Design Review Committee recommends allowing the approval of the rubber synthetic slate and encourages pursuing an exterior lighting housed in the soffit.

Staff recommendation: The wood rot present in the rafters and along several structural members is substantial and presents an immediate threat to the integrity of the garage. The replacement of the roof is a pressing concern. The applicant proposes the replacement of the slate roof with a synthetic slate roof. While Staff finds replacement with a synthetic slate roof to be a less-desired option for the integrity of the garage, it would allow for the slate to be retained for any future needs of the primary house. Some synthetic slate products have been proven to be as durable as slate and longer lasting than standard roofing materials. If done properly, a slate roof typically lasts between 80-100 years (sometimes longer). In the case of this property, the structure is about 88 years old. The applicant proposes restoration of the garage doors. Staff recommends replicating the design of the remaining door and retaining the track system, especially the 'round the corner' track. The applicant's request to pour concrete in the garage would not be unreasonable and could be considered appropriate for the time, but, if done, it should be completed with sensitivity to the brick and other historic structural members.

Chairwoman Pearce opened the public hearing.

Mr. John Tipton spoke in favor of the request. He provided a sample of the synthetic slate roofing to be used in the garage restoration.

Ms. Cole asked if the concrete floor was going to extend into the driveway.

Mr. Tipton stated no.

Ms. Kinane stated the garage is used as storage and will remain that use.

Chairwoman Pearce stated the roof will only be seen from Biltmore Street and it will match the house.

Ms. Cole asked for a time frame to completion if approved.

Mr. Tipton stated it should be done by July 2017.

No one spoke in opposition.

Chairwoman Pearce closed the public hearing and opened for board discussion.

Chairwoman Pearce read the **Finding of Facts** for application #2017-03 for 803 E. Fifth Street, parcel number 08146.

The COA application was completed and submitted on March 30, 2017. The application is for garage restoration. A notice of the hearing was published in the Daily Reflector on April 17 and April 24, 2017. A notice was mailed out to surrounding property owners on April 7, 2017. This hearing was held on April 25, 2017. Collette Kinane presented for the City and John Tipton presented for the applicant. For this application, Design Guidelines 1-3 and 9 of Chapter 2 Garages and Outbuildings (page 46); 1-3 of Chapter 2 Roofs (pages 20-21); and 1, 2, 4-6, and 16 of Chapter 2 Windows and Doors (pages 35-36) are applicable. The project is found to be congruent with the applicable guidelines.

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

Ms. Cole made a motion to approve the application based on the Design Review Committee recommendations. Mr. Edwards seconded and the motion passed unanimously.

Sub-Committees

Ms. Kinane reviewed the sub-committees of the HPC and the Powers of the Commission.

Design Review Committee. The Design Review Committee shall consist of at least 2 but not more than four (4) members of the Commission, and shall include the Chairman as one of its members. The Chairman shall appoint an alternate member who will meet, participate and vote on matters before the Design Review Committee when one or more regular members are absent and the presence and participation of the alternate member is necessary to have a quorum present. The Design Review Committee may gather facts for the Commission and may make recommendations to the Commission on matters related to the design, maintenance, or physical appearance of historic properties. The Design Review Committee reviews COAs and FIGs before the HPC meeting.

Selection Committee. The Selection Committee shall consist of not more than four (4) members of the Commission. The Selection Committee may survey and inventory existing and potential historic properties, make recommendations to the Commission on matters related to the designation of historic properties and also make recommendations on bi-annual award recipients.

Publicity Committee. The Publicity Committee shall consist of not more than four (4) members of the Commission. The Publicity Committee may develop programs and initiatives to provide education, promote historic resources, and increase public awareness of historic preservation, and may make recommendations to the Commission on matters related to the promotion of historic resources.

SEC. 9-7-12 POWERS OF PRESERVATION COMMISSION.

The Commission shall be authorized within the planning and zoning jurisdiction of the city to:

- (A) Undertake an inventory of landmarks of historical, prehistorical, architectural, and/or cultural significance;
- (B) Recommend to the City Council areas to be designated by ordinance as a “historic district;” and individual structures, buildings, sites, areas, or objects to be designated by ordinance as a “historic landmark;”
- (C) Recommend to the City Council that the city acquire, by any lawful means, the fee or any lesser included interest, including options to purchase, of landmarks within designated districts or of any such designated landmarks, to hold, manage, preserve, restore and improve the same, and to exchange or dispose of the landmark by public or private sale, lease or otherwise, subject to covenants or other legally binding restrictions which will secure appropriate rights of public access and promote the preservation of the landmark;
- (D) Restore, preserve and operate historic landmarks;
- (E) Recommend to the City Council that designation of any area as a historic district or part thereof, or designation of any building, structure, site, area or object as a historic landmark, be revoked or removed;
- (F) Conduct an educational program with respect to historic landmarks and districts within its jurisdiction;
- (G) Cooperate with the federal, state and local governments in pursuance of the purposes of historic preservation, and to offer or request assistance, guidance or advice concerning matters under its purview or of mutual interest;
- (H) Enter, solely in performance of its official duties and only at reasonable times, upon private lands, following written notification, for examination or survey thereof. However, no member, employee or agent of the Commission may enter any private building or structure without the express consent of the owner or occupant thereof;
- (I) Prepare and recommend the official adoption of a preservation element as part of the city’s Comprehensive Plan;
- (J) Review and act upon proposals for alterations, demolitions or new construction within historic districts, or for the alteration or demolition of designated properties;

(K) Recommend to City Council the negotiations with the owner of a building, structure, site, area or object for its acquisition or its preservation, when such action is reasonably necessary or appropriate;

(L) Propose changes to this chapter or any related ordinance and to propose new ordinances or laws relating to historic landmark districts, or to the total programs for the development of the historical resources of the city and its environs;

(M) Give advice to property owners concerning the treatment of the historical and visual characteristics of their properties such as color schemes, garden and landscape features, and minor decorative elements;

(N) Take steps, during the period of postponement of demolition or alteration of any historic landmark, to ascertain what the City Council can or may do to preserve such property, including consultation with private civic groups, interested private citizens and other public boards or agencies and including investigation of potential acquisition by the City Council when the preservation of a given historic landmark is clearly in the interest of the general welfare of the community and the property is of certain historic and architectural significance;

(O) Establish guidelines under which the Director of Community Development, or his or her designee, may approve minor works on behalf of the Commission. No application shall be denied without first being considered by the Commission;

(P) Conduct public hearings on applications for certificate of appropriateness where the Commission deems that such a hearing is necessary;

(Q) Assist the city staff in obtaining the services of private consultants to aid in carrying out programs of research or analysis;

(R) Publish information about, or otherwise inform the public of any matters pertinent to its purview, duties, organization, procedures, responsibilities, functions or requirements as its budget may allow;

(S) Report violations of this chapter or related ordinances with respect to historic properties to the Chief Building Inspector.

Mr. Kammerer stated he would join the Publicity Committee.

Mr. Caspar stated he would stay on Design Review Committee.

Mr. Edwards stated he would join the Publicity Committee and, if needed, he would join the Selection Committee.

Ms. Cole stated she would join the Selection Committee.

Mr. Carlin stated he would stay on the Design Review Committee.

Mr. Gee stated he would stay on the Selection Committee.

Chairman Pearce stated she would be on all three committees.

Secretary Nunez stated that Ms. Arnold is currently on the Publicity Committee.

Design: Pearce, Caspar, Carlin

Selection: Pearce, Edwards, Gee, Cole

Publicity: Pearce, Kammerer, Arnold, Edwards

Ms. Kinane stated that all meetings are public and must be advertised at least 48 hours prior to meeting. She encouraged Commissioners to update the Work Plan.

PUBLIC COMMENT PERIOD

No public comment made.

COMMITTEE REPORTS

Design Review Committee

Chairwoman Pearce stated they met to consider the COA on tonight's agenda.

Publicity Committee

Chairwoman Pearce stated they did not meet.

Selection Committee

Chairwoman Pearce stated they did not meet.

ANNOUNCEMENTS

Ms. Kinane stated that May is National Historic Preservation Month. She suggested a College View Historic District Walking Tour open to the public. If there is interest, they can determine a date and time in May.

Ms. Kinane also mentioned East Carolina Village and Farm Museum will be holding History Speaks with speaker, and former HPC member, David Hursh. He wrote the book Good Medicine Good Music which is about life of Alice Morgan Person.

With there being no further discussion, Mr. Carlin made a motion to adjourn, Mr. Kammerer seconded, and it motion passed unanimously. The meeting adjourned at 7:06 pm.

Respectfully Submitted,

Collette Kinane, Planner II