

April 28, 2009

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:**

Candace Pearce, Chair	Minnie Anderson	Jeremy Jordan	Ryan Webb
Dennis Chestnut	N. Yaprak Savut	Christy Koren	Dale Sauter
Roger Kammerer			

**COMMISSION MEMBERS ABSENT:**

Ashley Wetherington

**STAFF MEMBERS PRESENT:** Seth Laughlin, Planner; Sarah Radcliff, Secretary; Jonathan Edwards, Communications Technician; Bill Little, Assistant City Attorney; Merrill Flood, Director of Community Development

**APPROVAL OF MINUTES OF MARCH 24, 2009**

Motion was made by Mr. Jordan, seconded by Ms. Savut to approve the March minutes as submitted. Motion carried unanimously.

Ms. Pearce welcomed new member, Roger Kammerer, to the HPC.

Councilmember Calvin Mercer presented an award to Sandy Gale Edmundson for twenty-one years of service as secretary to the Historic Preservation Commission. He also presented an award to outgoing commissioner Rick Smiley in appreciation for his service to the HPC since 2004. He said Mr. Smiley was leaving the HPC to serve on the Neighborhood Advisory Board.

**PUBLIC COMMENT PERIOD**

There were no public comments.

**OLD BUSINESS**

Mr. Laughlin gave an update on the Intermodal Bus Transportation Center.

Ms. Pearce asked if Intermodal was more than just bus.

Mr. Laughlin said it was intended to have several modes of transportation including bus, taxi and eventually a light rail system.

## NEW BUSINESS

### COA 09-05: 406 S. Summit Street/505 E. Fifth Street (Sigma Phi Epsilon)

Mr. Laughlin stated the applicant proposes to reconstruct the former house located at 406 S. Summit Street that was recently destroyed by fire. He stated the reconstruction as proposed would involve a new structure attached as an annex to the existing 505 East Fifth Street home. The two parent parcels have been recombined and recorded as one parcel, therefore any future structures will be known as 505 East Fifth Street. Notice of this hearing was published in the Daily Reflector on April 13 and 20, 2009. The property was built in 1918 for B.J. Pulley. It is a two-story wood structure in the Colonial Revival style. Identifiable features include large gambrel over the second story central bay window, trabeated front entry, and hip-roof front porch. The property is located in the College View Historic District. The College View Historic District was established by ordinance #94-23 by City Council on Feb. 10, 1994, recorded in Register of Deeds in Deed Book 494, page 633. The Findings of Fact are as follows: the COA was submitted on March 23, 2009. The applicant was previously before the Commission for the demolition of an accessory structure and removal of one large tree. The previous COA 09-04 was approved. Applicable portions of the Design Guidelines are as follows:

<u>Chapter</u>	<u>Title</u>	<u>Pages</u>
3	New Construction: Site	42-43

1. Keep the setback consistent with the setback of adjacent district buildings or nearby district buildings fronting on the same street.
2. Make the distance between buildings compatible with the spacing between existing district buildings on the same street.
3. Keep the orientation of the front elevation to the street consistent with that of existing buildings to the street.
4. Make the ground cover or paving treatment compatible with treatments historically found within the district.  
Make all proposed site features and secondary structures including garages, outbuildings, fences, walls, and landscaping masses compatible with those in the district.
5. Ensure that all exterior lighting and signage meet design guidelines.
6. Minimize land disturbances to reduce destroying unknown archaeological materials and habitation levels.

<u>Chapter</u>	<u>Title</u>	<u>Pages</u>
3	New Construction: Additions	46-47

1. Construct additions with least possible loss of historic fabric and ensure that character-defining features are not obscured, damaged, or destroyed.
2. Limit the size and the scale of additions so that they do not visually overpower historic buildings.

3. Locate additions as inconspicuously as possible, on the rear or least character-defining elevation of historic buildings.
4. Differentiated addition design from that of the historic building. Closely duplicating the form, the material, the style, and the detail of the historic building is not appropriate so that the integrity of the original building is not lost or compromised.
5. Design addition that is compatible with the historic building in mass, materials, color, and proportion and spacing of windows and doors. Either reference building's historic design motifs or introduce a compatible contemporary design
6. For the predominant material of the addition, select a historic material that is compatible with the materials of the original building. Contemporary substitute materials, such as synthetic siding, are not acceptable.
7. Design a roof form compatible with the historic building and consistent with contributing roof forms in the historic district.
8. Make foundation height and the eave lines of additions align with those of the historic building.
9. Make additions removable without damaging the historic building.
10. Construct an addition that is no taller than the original building.

<b><u>Chapter</u></b>	<b><u>Title</u></b>	<b><u>Pages</u></b>
4	New Construction Lighting	54-55

1. Introduce exterior lighting that is understated and compatible with the residential quality of the structure, property, or historic district. Compatibility of exterior lighting and lighting fixtures is assessed in terms of design, material, use, size, scale, color, and brightness.
2. Unless original features exist, select unobtrusive lighting fixtures that are compatible with the building and the site.
3. Rather than indiscriminately lighting areas, introduce subtle lighting qualities by carefully locating light sources.
4. Introduce lighting levels that provide adequate safety, yet do not detract from or overly emphasize the structure or the property.
5. Introduce low level lighting at the public-private edge of a property for the safety of pedestrians.
6. Introduce directional lighting to avoid spilling light into adjacent properties. Exterior lighting should not be directed unto neighboring properties because it may adversely affect properties.
7. Screen facade lights from public view.
8. It is not appropriate to install tall security lights in locations that are visible to the public
9. It is not appropriate to introduce or remove exterior lighting features that would alter the historic or architectural character of the structure, the property, or the historic district.

<b><u>Chapter</u></b>	<b><u>Title</u></b>	<b><u>Pages</u></b>
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1. Retain and preserve original fences and walls.
2. Retain and preserve all architectural features that are character-defining elements or original fences and walls, including gates, granite pillars, hardware, decorative pickets, and rails.
3. Retain and preserve historic fence and wall material whenever possible. If replacement is necessary, use new material that matches the historic material in composition, size, shape, color, pattern, and texture. Consider substitute material only if the original material is not technically feasible.
4. Protect and maintain fences and walls in appropriate ways:
  - a. Inspect fences and walls regularly for signs of deterioration or moisture damage.
  - b. Keep all joinery adequately sealed to avoid moisture damage.
  - c. Maintain a sound film on all elements that were traditionally painted.
  - d. Follow the guidelines for maintenance of masonry, wood, or architectural metals where applicable.
  - e. Remove any vegetation that is uprooting posts or causing other structural damage.
  - f. Maintain hedges by trimming them and eliminating vegetation that threatens their health.
5. If replacement of a fence or a wall element is necessary, replace only the deteriorated element to match the original in size, scale, proportion, material, texture, and detail.
6. It is not appropriate to apply paint or other coatings to unpainted wall or fence materials that were not historically coated.
7. If a new fence or wall is to be constructed, base the design on accurate documentation of a historic fence or wall, or create a new design compatible with the historic character of the building and the district.
8. Keep new picket fences substantially open in character, and paint them white or a color appropriate to the color of the building.
9. Generally, construct new fences or walls to follow property lines and not to abut existing structures.
10. Fences along right-of-ways shall be setback three (3) feet from the interior edge of the sidewalk or three (3) feet from the interior edge of the right-of-way, whichever is greater.
11. When measuring fence height, consider all fence elements including posts.
12. Front and side yard fences shall not exceed three (3) feet in height.
13. Rear yard fences shall not exceed six (6) feet in height and may not extend past the rear wall of the structure.
14. It is not appropriate to add elements or details to a fence or a wall in an attempt to create a false historical appearance.
15. It is not appropriate to use contemporary fence or wall materials, such as vinyl and chain link fencing that were not historically appropriate and consistent with the character of the district.

17. It is not appropriate to use utilitarian fences in the front yard. Restrict utilitarian fences to rear yards, and screen them from view.
18. It is not appropriate to use fences or walls to screen front yards. Limit privacy fences to side and rear yards. If possible, use wooden privacy fences to screen parking areas, mechanical equipment, or other intrusive site features on residential properties. Relate privacy fences and walls for commercial buildings to the materials to the building or adjacent fences and walls.

<b><u>Chapter</u></b>	<b><u>Title</u></b>	<b><u>Pages</u></b>
4	New Construction: Driveways and Off-Street Parking	60-61

1. Retain and maintain the historic configuration and materials of existing driveways and alleys whenever possible.
2. Construct new driveways to conform with the spacing, width, configuration, and materials of existing driveways.
3. Locate new driveways so that a minimum of alteration to historic site features, such as landscaping, walkways, and retaining walls, is necessary. Avoid damage to historic curbs and sidewalks.
4. Use driveways to access side and rear parking areas and garages.
5. Locate new parking areas as unobtrusively as possible in rear yards whenever possible.
9. For new parking areas, use paving material that is compatible with traditional paving materials for driveways in the district.
10. Screen all new parking areas from adjoining properties with fencing or shrubbery.
11. Incorporate existing mature trees into new parking areas whenever possible, and introduce new trees to maintain the tree canopy.
12. It is not appropriate to create large off-street parking areas encompassing so much of the rear yard that the residential character of the site is lost.
13. It is not appropriate to abut new driveways or parking areas directly to the principal structure.
14. In lighting parking areas, follow the guidelines for exterior lighting in the district.
15. Design lighting levels for safety. Use unobtrusive, directional lighting fixtures to avoid spilling light onto adjacent properties. For nonresidential parking areas, use lighting fixtures that turn off automatically after business hours, if possible.

<b><u>Chapter</u></b>	<b><u>Title</u></b>	<b><u>Pages</u></b>
4	New Construction: Landscaping	62-62

1. Retain and maintain landscaping that contributes to the character of the historic district.
2. Retain and maintain specific landscape features that are character-defining elements of the historic district, including large trees, hedges, foundation plantings, grassy lawns, ground cover, trellises, patios, terraces, fountains, and gardens.

3. If it is necessary to remove a large tree or a hedge because of disease or storm damage, replace it with a new tree or hedge of the same species or with a similar appearance.
4. Retain and preserve historic ground-cover materials, such as brick or granite pavers. If replacement is necessary, use new materials that match the original materials or materials traditionally found in the historic district. Gravel is not appropriate as a ground cover.
5. If a landscape feature is completely missing, replace it with a new feature compatible with the character of the district.
6. When introducing additional landscaping features, keep them consistent with similar elements in the historic district.
7. When locating new landscaping features, keep their locations consistent with the location of similar elements in the district.
8. Incorporate existing large trees and other significant landscape elements into plans for additions and new construction.
9. It is not appropriate to alter the residential character of the historic district by significantly reducing the proportion of green area to built area on an individual lot through additions, new construction, or surface paving.
11. It is not appropriate to introduce raised planting beds in front yards or side yards if they would be visible from the street.
12. It is not appropriate to introduce edging materials, such as exposed landscaping timbers, that are inconsistent with the character of the historic district.
13. It is not appropriate to locate gazebos or playground equipment in front yards or front side yards.
14. Remove a diseased mature tree only by submitting a written certification of its condition by an arborist, landscape architect, a cooperative agent, or a city-designated agent.
15. Mechanical equipment such as air conditioners, heat pumps, etc., shall be located on non-character defining elevations of the structure whenever possible. The siting of these systems shall be screened by the use of planted material or appropriate fencing if they are easily visible from the street.
16. Installation of satellite dishes is permitted provided they are not visible from the street, are less than five (5) feet tall, and less than two (2) feet in diameter.
17. Public street furniture such as benches, trash receptacles, fountains or the like shall be designed to enhance and blend in with the surroundings. These elements are not allowed if they stand out and attract undue amounts of attention to themselves or their functions.

Mr. Laughlin stated staff recommends approval of the COA in concept with the clear understanding that all plans and modifications comply with the City of Greenville's Design Guidelines as agreed upon in the COA application, subsequent memos, meetings, and discussions.

Ms. Pearce asked all those who wished to speak for or against the case to come forward and be sworn in.

Robert Waldenburger spoke in favor of the request on behalf of the applicant.

Drew Dalton, Architect, spoke in favor of the request on behalf of the applicant. Mr. Dalton said there is a porte-cochere which was original to the house as well as a connector that they are adding to connect the two houses together. He said the gravel parking lot will provide the same amount of parking as the original. Mr. Dalton said they had also added some larger mature trees to the landscaping.

Ms. Pearce asked if the utilities would be underground.

Mr. Dalton said they would be.

Ms. Pearce said that the SHPO recommended they rebuild the backhouse the way it was before, not to make a difference in it because the difference to show it is a 2009 addition is in the connector.

Mr. Dalton said that was correct.

Ms. Pearce stated they had lowered the connector.

Mr. Dalton stated they lowered the connector below the roofs of both structures. He said the pitch of the roof was at 312 as opposed to 812 on the house.

Mr. Keith Tingley, assistant director of Greek Life at ECU, spoke in favor of the request.

No one spoke in opposition to the request.

Ms. Pearce stated the request was recommended by staff and the architectural historian. She asked if the Design Review Committee had met.

Mr. Jordan stated the Design Review Committee had met several times with representatives from the fraternity, the architect and the general contractor. Mr. Jordan said based on those meetings and input from the State Historic Preservation Office, the Design Review Committee also recommends approval of the COA.

Ms. Pearce read the Findings of Fact. Motion was made by Mr. Chestnut, seconded by Mr. Jordan to approve the Findings of Fact. Motion carried unanimously.

Motion was made by Mr. Chestnut, seconded by Ms. Savut to approve the COA. Motion carried unanimously.

### **Staff Report: Minor Works COA's**

Mr. Laughlin stated there was an application for a Minor Works COA for 405 South Rotary Street for a temporary gravel driveway.

Ms. Pearce asked if that was the one they had previously discussed.

Mr. Laughlin said it was.

Ms. Pearce asked if they were now installing the gravel driveway and then later installing over the front yard or down the driveway.

Mr. Laughlin said it was described to him that the gravel would be put in the original location of the driveway and somewhat into the front yard.

Ms. Pearce asked if this COA had already been approved.

Mr. Laughlin stated a new COA was written. He said the previous COA specified removal of the gravel by hand and the applicant stated that would be a hardship for him. He said the new Minor Works did not specify how to remove and deliver the gravel.

Ms. Pearce asked if it was going in the front yard also.

Mr. Laughlin said it would be in a portion of the front yard so they would have access to the front door.

Mr. Jordan said he believed the reason for removing the gravel by hand was to protect the root systems of the trees.

Ms. Pearce said the arborist had recommended that if the gravel was going to be placed over the roots in the front yard it would protect the tree roots better from them driving on them, but removing it by bulldozer or backhoe would not be beneficial to the tree roots.

Mr. Laughlin stated the City Arborist was overridden by the City Manager in this case.

Ms. Pearce asked who was in the meeting regarding this.

Mr. Laughlin stated it was Merrill Flood, director of Community Development.

Mr. Flood stated this was a temporary driveway and that the original COA did specify it be done by hand. He said the applicant stated he wanted to comply, however it would be a hardship for him to do all the work by hand and asked if the city would reconsider the COA. Mr. Flood said they had spoken with the City Arborist regarding an alternate way of getting the gravel in so that the tree was not damaged.

Ms. Pearce asked who was involved in the meeting.

Mr. Flood stated the applicant contacted the City Manager and the City Manager contacted him and asked him to take another look at the COA and find an alternative. Through conversations with the applicant and the arborist, it was determined that there was another way to get the job done.

Ms. Pearce asked if there was any documentation from those conversations.

Mr. Flood said there was and he could have it for her at the next meeting.

Mr. Laughlin said there was an application for a Minor Works COA at 210 South Library Street for the replacement of an HVAC system and 112 South Harding Street for the replacement of three-tab shingles with architectural shingles.

### **Staff Report: Update on non-compliant historic properties**

Mr. Laughlin stated compliant replacement windows were ordered on April 27, 2009 for the property located 400 S. Summit Street and the installation deadline is July 15, 2009. There was also unauthorized demolition and replacement of 2-story staircase at rear of home located at 705 East Fifth Street and repair of railing along front porch. Violation notice was sent on March 31, 2009. Mr. Laughlin said the deadline to apply for a Certificate of Appropriateness was today and one was not received. He said the first citation would be sent on April 29, 2009.

## **COMMITTEE REPORTS**

### **Design Review Committee**

The Design Review Committee met several times and discussed the windows on South Summit Street for Mr. Gogoel and the fraternity project.

### **Selection Committee**

The Selection Committee met on April 14<sup>th</sup>. The committee discussed details in preparation for the Humber House Grand Opening on May 8<sup>th</sup>. Further discussion focused on owners of historic properties in the Skinnerville National Register District and adjoining neighborhoods. The committee talked about ways to start an open dialogue with them to impress upon the owners the historical significance and importance of their properties. Committee member Dennis Chestnut agreed to draft a proposal outlining possible strategies to address this issue. The committee plans to meet again next month to further discuss this.

### **Publicity Committee**

The Publicity Committee met on April 14, 2009. Some specific items discussed were the need to explicitly define a "Municipal Service District" and a "Zoning Overlay District" and the pros and cons of both district types; the need to produce a pamphlet/flyer with all of the information that the public needs about both the Façade Grant Program and the issues we are addressing in the Historic Districts.

There being no further business, the meeting adjourned at 7:52p.m.

Respectfully submitted,

Seth M. Laughlin  
Planner II