

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

January 23, 2018

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 – Chairwoman	Justin Edwards
Myron Caspar	Chris Nunnally
Mary Ellen Cole	Roger Kammerer
Bernard Schulz	Jeremy Jordan

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

**OTHERS PRESENT:** Ken Graves, Assistant City Manager; Donald Phillips, Assistant City Attorney and Kelvin Thomas, Communications Technician

**ADDITIONS/DELETIONS TO AGENDA**

Mr. Schulz made a motion to add a discussion item under new business to the agenda for consideration of the property on 5<sup>th</sup> Street/ECU Chancellor House. Mr. Nunnally seconded, and it passed unanimously.

Chairwoman Pearce stated that item #3, COA training, needs to be moved to after the announcements since it will not be televised.

Ms. Cole made a motion to move item #3 after the announcements. Mr. Edwards seconded, and it passed unanimously.

**APPROVAL OF MINUTES**

Ms. Cole made a motion to approve the October 24, 2017 minutes as presented, Mr. Kammerer seconded, and it passed unanimously.

Mr. Nunnally made a motion to approve the November 28, 2017 minutes as presented, Ms. Cole seconded, and it passed unanimously.

**NEW BUSINESS**

**Annual Chair/Vice Chair Elections**

Attorney Phillips stated pursuant to the Historic Preservation Commission Rules of Procedure Section 4E-Elections of Officers and Committee Appointments shall take place the first regular meeting in January. The Chair and Vice-Chair are both one year terms. 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 acting 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 the nominations for Chair.

Mr. Kammerer nominated Candace Pearce.

No other nominations made.

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

Chairwoman Pearce opened the nominations for Vice Chair.

Mr. Schulz nominated Chris Nunnally.

Mr. Edwards nominated Jeremy Jordan

**Chairwoman Pearce declared the nominations closed and called for a vote for Chris Nunnally as Vice Chair. All were in favor. Mr. Chris Nunnally was elected Vice Chair.**

#### **Preservation Month/Biannual Awards**

Ms. Kinane stated that May is Preservation month and will also be the month for this year's biannual awards. She stated the Selection Committee needs to meet to get nominations. In April the Commission will have a closed session to determine the recipients of the awards. The Commission will also need to decide if they want a special meeting for the awards or if it will be part of the regularly scheduled May meeting.

Ms. Kinane stated that two years ago the Commission hosted Jane's Walk. Jane's Walk honors Jane Jacobs who advocated for walking around your communities and getting to know where you live. The Commission hosted 4 different walks in Greenville. She encouraged Commissioners to get ideas for this May so that they can start organizing and advertising soon.

#### **Discussion of the Chancellor House on 5<sup>th</sup> Street**

Mr. Schulz stated the news recently reported that ECU has purchased another property to be the Chancellor's House. The Commission heard a COA application for the property in 2016

which included 4 other adjacent properties. The request was to move or demolish four adjacent properties and renovate/expand the Chancellor House. He questioned what needed to be done, if anything, since the Chancellor House is now to be at another location.

Chairwoman Pearce suggested having staff provide a complete report on the situation at next month's meeting.

Mr. Jordan stated that an approval of a COA to delay demolition was more than a year ago and questioned if the application was expired.

Ms. Kinane stated that the original delay was waived and a revised COA.

Attorney Phillips stated that 9-7-13 A3 regarding the Certificate of Appropriateness and the requirements states: The discontinuance of work or the lack of progress toward achieving compliance with a Certificate of Appropriateness for a period of 6 months shall render the certificate null and void. An application shall be made for a new certificate before work can recommence.

Mr. Jordan asked how current progress is defined.

Ms. Kinane stated they have advertised for bids on the properties.

Mr. Nunnally stated he would like to look into this further at the next meeting. The purpose was for the university to expand. The hearing was at the June 2016 meeting and the university representative stated under oath that there was no plan to move the Chancellor residence from 5<sup>th</sup> Street. If the university is no longer complying then we as a Commission need to look into this further. There is a significant public outcry over these lost properties. He asked what the Commission can do.

Mr. Schulz stated to provide ECU with an opportunity to update the City with their intent. He stated this discussion should be added to next month's agenda since a whole city block could be lost. He motioned to have staff provide information at the next meeting and if someone could reach out to the university for information on their plans.

Chairwoman Pearce stated the motion should include a report from staff regarding the COA applications, a report from ECU regarding their plans and to determine if the approved COA is still current or expired.

Mr. Caspar stated that the adjacent property facing 5<sup>th</sup> Street was in disrepair and ECU agreed to not tear it down. He asked what will happen to that property if the whole plan falls apart.

Ms. Kinane stated that the adjacent property was successfully rezoned to OR (office-residential) in January 2016 and at that time the university stated they would pursue renovating the property to be offices. They would be required to submit a COA application prior to renovation.

Mr. Jordan stated that the adjacent rezoned property (Proctor Young House) did not receive approval for demolition.

Chairwoman Pearce stated they needed an updated report and that an inclusive motion needs to be made.

Attorney Phillips stated the Commission does not have authority to make another entity provide a report. He suggested the Commission recommend that staff reach out to ECU.

Mr. Nunnally stated that the legal issue of the COA needs to be looked into and the City and ECU need to work together.

Mr. Schulz stated that the circumstances of the COA have changed and he asked what the process is that the landowner needs to follow as a result of those changes.

Attorney Phillips stated that the ordinance needs to be looked at to see if it applies. The discontinuance of work or lack of progress achieving compliance with a Certificate of Appropriateness. The Commission issued a COA for that particular plan/proposal that was heard before them. If there is a lack of progress achieving compliance that could make the application null and void.

Ms. Kinane stated the lack of progress is hard to judge since it is not visible. It is in the bid process stage.

Mr. Nunnally stated the progress is of the Chancellor House site. ECU made a public statement that the current property is not the Chancellor House anymore. He questioned if that terminates the progress.

Mr. Graves stated there are two things that need to be looked at. The first item is the clarity of the initial approval of the COA from the Commission and staff needs to provide that information so that it is clear for everyone. The second item should be a formal request to staff to reach out to ECU regarding their intent.

Mr. Schulz stated that the 4 properties were approved for relocation or demolition. He is most concerned about the renovation of the Chancellor House that would expand into the adjacent properties.

Ms. Kinane stated the only approval was to relocate or demolish the 4 adjacent properties. There has been no COA applications for the Chancellor House expansion or alteration.

**Mr. Nunnally made a motion to request staff to provide information at the next meeting with a timeline of the COA applications and to reach out to ECU for information on their intent. Mr. Jordan seconded the motion and it passed unanimously.**

#### **Public Comment Period**

No public comments were provided.

#### **Committee Reports**

The Committees did not meet.

*Design Review.* Mr. Jordan requested to join.

Members: Ms. Pearce, Mr. Caspar, Mr. Kammerer, and Mr. Jordan.

*Publicity.* Ms. Cole requested to join.

Members: Ms. Pearce, Mr. Kammerer, Mr. Edwards, and Ms. Cole.

*Selection.* Mr. Jordan, Mr. Schulz and Mr. Nunnally requested to join. Mr. Edwards and Ms. Cole removed themselves.

Member: Ms. Pearce, Mr. Jordan, Mr. Schulz, and Mr. Nunnally.

#### **Announcements/Other**

Ms. Kinane stated she would be emailing Commissioners a revised poll regarding Saturday training in February.

Chairwoman Pearce asked staff to add a bus tour to the training.

Chairwoman Pearce at 6:40 pm stated this concludes the televised portion of the Historic Preservation Commission Meeting. The meeting will go off air now. Commissioners will receive training on the COA process using a fake COA application #2018-0000 at 707 W. 4<sup>th</sup> Street.

#### **Training COA**

The Commission received training on the process of a COA application hearing. Ms. Cole left at 7:45pm.

**With no further discussion, Mr. Nunnally made a motion to adjourn, Mr. Edwards seconded, and it passed unanimously. The meeting adjourned at 8:15 pm.**

Respectfully Submitted,

Collette Kinane, Planner II