

ADOPTED MINUTES BY THE GREENVILLE HISTORIC PRESERVATION COMMISSION

July 27, 2020

The Greenville Historic Preservation Commission met on the above date at 6:00 pm via ZOOM.

Jeremy Jordan - Chairperson - *

Candace Pearce – Vice chair - X

Kerry Carlin - *

Dr. Myron Caspar - X

Roger Kammerer – X

Dr. Andrew Morehead - *

Israel Mueller -*

Dr. Justin Edwards - *

Scott Wells - *

The members present are denoted by an “*” and the members absent are denoted by an “X”.

PLANNING STAFF: Chantae Gooby, Chief Planner; Les Everett, Assistant Director of Planning and Development Services; Tony Parker, Planner I

OTHERS PRESENT: Donald Phillips, Assistant City Attorney; Kelvin Thomas, Communications Specialist

MINUTES:

Motion made by Mr. Mueller, seconded by Dr. Morehead, to approve the February 4, 2020 minutes. Motion passed unanimously.

ADDITIONS/DELETIONS:

Chairman Jordan asked for additions or deletions to the agenda. Hearing none he asked for a motion to accept the agenda.

Motion made by Mr. Mueller, seconded by Dr. Edwards, to accept the agenda. Motion passed unanimously.

City Attorney Donald Phillips read the following statement:

Pursuant to North Carolina General Statute 160A-388 and Section 4, H. of the Historic Preservation Commission’s Rules of Procedure:

H. 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 needs to be disclosed at this time.

As a reminder, as members of the Commission conversations among yourselves during the discussion periods of this meeting and your committee meetings are NOT ex parte communications.

New Business

1. Major Work Certificate of Appropriateness (COA) – All material related to this application can be found in the

1. Major Works COAs

2020-0017: 803 E. Fifth Street, Skinner House, College View Historic District

Applicant: Michael Moore, Designco

Project: Replace 15 wood, double hung windows with like wooden windows

Ms. Gooby discussed the subject property and the architectural features associated with the house. She shared photos that of the windows that showed signs of wear in varying degrees. Wood rot has been found on some of the window frames and several ~~on~~ of the muntins are in need of repair. The DRC recognizes that the windows are in ~~a state-~~ **varying degrees** of disrepair. ~~however~~ **Therefore**, the **committee** recommends **to the full Historic Preservation Commission** that the windows be **repaired and** restored. ~~rather than replaced.~~

Mr. Moore spoke in support. This will be my third project in the historic district. In 2016, he replaced 32 windows at 801 E Fifth Street and 40 windows at 508 W Fifth Street. I made contact with Reid Thomas of the NC State Historic Preservation Office for guidance, but was told the request would have to come through the city and would take time due to COVID. The home office of the Tri Sigma Sorority is requesting the windows be replaced due to inefficiency and safety concerns. He shared thermal images of the windows to demonstrate the energy inefficiencies of the windows. He showed the commission a sample of the replacement windows. He confirmed the replacement windows are all wood.

Dr. Morehead asked about the added cost of storm windows. He stated that they are energy efficient but can distract from the historic nature of the house.

Mr. Moore said there is an added cost, and that the owners do not want storm windows due to extra burden to the women should an emergency occur.

Dr. Morehead asked about the size of the windows and whether they would be built to custom fit the existing space.

Mr. Moore replied the windows will be the same size as the original windows. The original trim work would be taken down, the window installed, and the original trim placed back.

Mr. Jordan closed the public hearing.

Dr. Morehead expressed his mixed feelings about this project, stating that he would always favor repair. However, since a precedent has been set, he feels it is difficult to deny the current application. Dr. Edwards suggested that depending on individual condition of the windows, a combination replacement and repair may not be practical.

Motion made by Mr. Mueller, seconded by Dr. Edwards, to accept the staff findings. Motion passed unanimously.

Motion made by Dr. Morehead, seconded by Dr. Carlin, to approve the Major Work COA. Motion passed unanimously.

2. Minor Works COAs

2020-0008: 402 S. Eastern Street
LynnMarie LLC
Paint existing front door with same color

2020-0010: 401 Biltmore Street

Liles Stott

Replace back half of the roof with like shingles and materials

2020-0013: 404 Rotary Avenue

Beverly Harris

Remove the aluminum siding and replace damaged wood with like materials to match the original pine wood

2020-0014: 809 Johnston Street

Bruce Wackelin, Rotary Club

Remove diseased oak tree, replace with two Japanese Maples

2020-0015: 603 E. Fifth Street

Bill Bagnell / ECU

Add gutter and downspout to backside of the house

2020-0016: 404 Rotary Avenue

Beverly Harris

Repair rotten plywood on roof, replace shingles with architectural shingles

3. Required Additional Training Opportunities

Ms. Gooby told the commission that the City of Greenville is a Certified Local Government, and to sustain this status commission members and City staff have to attend training each year. Due to COVID, the state has developed online training videos. The members and staff will independently watch a training video and write up a synopsis about the video for credit.

4. Public Comment Period – Refer to page 2 of agenda for public comment guidelines

No Public Comments

6. Committee Reports

1. Design Review Committee – Met to discuss COA 2020-0017
2. Publicity Committee – The current roster remains the same
3. Selection Committee – Met to discuss two possible historic landmark designations: 903 E. Fifth Street and 106 E. Fourth Street. The Committee recommended the owners proceed with creating reports for SHPO.

7. Approved COA/MWCOA Staff Update

Ms. Gooby presented the staff update for COA/MWCOA projects.

Ms. Gooby informed the commission that future meeting will be held via ZOOM. Staff will provide training to members to prepare for ZOOM meetings.

8. Announcements / Other

Mr. Jordan welcomed Kerry Carlin back as a former member.

Motion made by Dr. Edwards, seconded by Dr. Morehead, to adjourn. Motion passed unanimously.

Meeting adjourned at 6:47 pm.

Respectfully submitted,

Tony Parker

Planner I