



Find yourself in good company

Historic Preservation Commission

A G E N D A

This meeting will be virtual and conducted via Zoom

Tuesday, April 27 2021, 6:00 PM

200 West Fifth Street
Greenville, NC 27835

- I. Call to Order
- II. Roll Call
- III. Additions/Deletions to Agenda
- IV. Approval of Meeting Minutes

- 1. March 23, 2021

- V. New Business

- 1. Major Work COA's

- 2021-0012: 407 S. Jarvis Street (After the Fact)
 - Applicant: Rob O'Connor
 - Project: Add handrails to front porch

- 2021-0018: 601 / 605 E. Fifth Street
 - Applicant: Ricky Hill, East Carolina University
 - Project: At 601 E. Fifth Street, the request is to add a new concrete driveway off of Summit Street and to connect to the existing driveway at 605 E. Fifth Street, to add pavers and sidewalk to connect to the ramp and rear entrance. At 605 E. Fifth Street, the request is to remove the damaged brick planter and bamboo and install native plants and vegetation.

- 2. Minor Work COA

- 2021-0017: 215 S. Library Street
 - Applicant: Rob O'Connor
 - Project: Replace dilapidated fence in-kind and style and paint front door white

- 3. Anti-Demolition by Neglect Ordinance – Consideration of the resolution

- VI. Public Comment Period – see page 5
- VII. Committee Reports
 - 1. Design Review Committee – Recommended approval - COA 2021-0012 and 2021-0018
 - 2. Publicity Committee – Did not meet
 - 3. Selection Committee – Did not meet
- VIII. Approved COA/MWCOA Staff Update
- IX. Announcements / Other
- X. Adjournment

How to Participate in a Virtual Historic Preservation Commission Meeting

Due to the COVID-19 virus and the risk to the public that could arise from in-person meetings, the City is converting this Historic Preservation Commission meeting to a remote electronic format pursuant to North Carolina General Statute 166A-19.24.

VIRTUAL MEETING FORMAT

The virtual Historic Preservation Committee Meeting will be conducted using the Zoom Webinar platform. You can participate in this virtual meeting using a computer, tablet, or telephone. Participation on Zoom is only required if you are going to make public comments during the public hearing. Otherwise, you can view the meeting streamed live on GTV9

http://greenville.granicus.com/mediaplayer.php?publish_id=13 or Channel 9 on the local Suddenlink cable line up on your television.

PRE-REGISTRATION

Pre-registration is required for ALL individuals (including, but not limited to, all attorneys, applicants, property owners, witnesses, and neighbors) wishing to speak at the Historic Preservation Commission meeting.

To register, please call the Planning Division at 252-329-4498 no later than 5 pm on Friday, April 23, 2021 or email Taylor Bland at tbland@greenvillenc.gov. To speak at a public hearing, the speaker needs to complete an oath form that has to be notarized. City staff can assist with notarizing the oath form. The oath form is not required for speaking during the Public Comment Period.

After registering online, you will receive a confirmation email containing information about joining the meeting. After registering via the phone, staff will provide you the phone number to call into the meeting. To ensure that you will be recognized, your Zoom profile name should be the same as your registration name.

PROCESS FOR SPEAKING

Speakers will be given access to speak at the appropriate time during the meeting.

- Only those that have pre-registered online or with the City's Planning Division will get the opportunity to speak. Your name will be called at the appropriate time for you to speak. Speakers will be queued to speak in the order they registered.
- If you would like to speak on an item and did not pre-register, please notify the Planning Department at 252-329-4116 prior to the scheduled meeting so that the item can be rescheduled and you have an opportunity to register to speak in advance.

STEPS TO JOIN THE MEETING

To Join by Computer:

1. Click the meeting link you received after pre-registering or open the Zoom app (if you have downloaded it to your computer, tablet or smart phone).

2. Join a meeting using one of these methods:

* Click Join a meeting if you want to join without signing in OR

* Sign in to Zoom then click Join.

3. Enter the meeting ID number and your display name.

* If you are signed in, change your name to match the name on your registration form.

* If you are not signed in, enter a display name. Select if you would like to connect audio and/or video and click Join.

To Join by Telephone:

1. On your phone, dial the teleconferencing number provided when you pre-registered.

2. Enter the meeting ID number and password when prompted using your dial pad.

3. Phone controls for participants: The following command can be entered using your phone's dial pad while in a Zoom meeting/webinar:

*6 – Toggle mute/unmute

*9 – Raise hand

How to Watch the Meeting

- Watch live on the City's GTV9
- http://greenville.granicus.com/mediaplayer.php?publish_id=13
- Channel 9 on local Suddenlink cable television lineup

PUBLIC COMMENT RULES AND PROCEDURES

1. An individual wishing to address the Commission during the Public Comment Period shall register electronically in the above mentioned fashion prior to the opening of the meeting.
2. The Public Comment Period shall not exceed a total of thirty minutes, unless the Commission, by majority vote, extends this limit.
3. Each individual will be allowed no more than three minutes for comments, unless the Commission, by a majority vote, extends this time.
4. Any item which is the subject of a public hearing conducted at the same meeting shall not be discussed during the Public Comment Period.
5. If the thirty minutes allocated to the Public Comment Period has not expired after the individuals who have registered have spoken, individuals who have failed to register before the meeting may speak during this comment period and will speak following those who have registered in advance. If time remains the Chair will ask if any other individuals desire to address the Commission during this comment period. An individual wishing to speak shall raise his or her hand to ask to be recognized by the Chair. After being recognized by the Chair, the individual shall state his or her name, address and the topic to be addressed. If permitted to speak, the individual shall limit his or her comments to the same three minutes limit.
6. The Chair shall act as official timekeeper. When an individual has thirty seconds left in their time to speak, the Chair will state "Thirty Seconds." The individual will need to bring their comments to a close. When time expires, the Chair will announce "Time Up." At that point, the individual must stop talking and return to their seat or leave the meeting room. No additional comments will be permitted or accepted once time has expired.
7. No action will be taken on matters raised during the Public Comment Period. If matters discussed require action by the Commission, the Chair will request staff to review and provide a recommendation at the next meeting.

IV. Approval of Meeting Minutes

DRAFT MINUTES OF THE GREENVILLE HISTORIC PRESERVATION COMMISSION

March 23, 2021

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

Jeremy Jordan - Chairperson - *

Candace Pearce – Vice chair - *

Kerry Carlin - *

Myron Caspar – *

Roger Kammerer – *

Andrew Morehead - *

Israel Mueller -*

Justin Edwards - *

Scott Wells - *

Robert Wright - *

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, Taylor Bland, Staff Support Specialist II

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

Motion made by Ms. Pearce, seconded by Ms. Wells, to amend the agenda to move Item 1 under Section 8 to Item 1 under Section 5. Motion passed unanimously.

MINUTES:

Motion made by Ms. Pearce, seconded by Dr. Carlin, to accept the January 26, 2021 minutes. Motion passed unanimously.

Will Clark spoke about his upcoming project, The Ficklen, which will entail renovating the warehouse for a mixed use project while retaining its historic character.

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. Minor Work COAs

- 2021-11 1301 Johnston St.
Applicant: Thomas Faulkner Trust
Project: Repair garage door, front wall, and balustrade; re-paint same color
- 2021-13 401 Student St.
Applicant: Robert O'Connor
Project: Replace front porch flooring
- 2021-14 400 Student St.
Applicant: Robert O'Connor
Project: Repair/replace wood rot; re-paint same color
- 2021-15 405 S. Jarvis St.
Applicant: Robert O'Connor
Project: Repair/replace wood rot; re-paint same color
- 2021-16 503 E. 4th St.
Applicant: Emerald City Real Estate Group, LLC
Project: Repair/replace wood rot, window, front columns, brick foundation; re-paint same color

2. Local Landmark Designation Consideration

Ms. Gooby presented the Local Landmark Designation Consideration for the house located at 903 E. Fifth Street. The Research Report was reviewed by the State Historic Preservation Office (SHPO). SHPO advised that the house has the requisite special significance and integrity for Local Landmark Designation.

Attorney Phillips stated there was an error in the presented ordinance and that it should be amended to say Article 9 Part 4.

Motion made by Ms. Pearce, seconded by Ms. Wells, to forward the Local Landmark Designation for 903 East Fifth Street with the amendment and recommend approval to the City Council. Motion passed unanimously.

Motion made by Ms. Pearce, seconded by Mr. Edwards, to recuse Mr. Kammerer after the fact from the previous vote. Motion passed unanimously.

3. Façade Improvement Grant Application

Ms. Gooby presented the Façade Improvement Grant application. The applicant, Corbett Harris, requests to re-paint the two facades of the building the same color. The Design Review Committee recommended denial due to the work being routine maintenance. This grant application is for the Jimmy Johns restaurant located at 540 Cotanche Street.

Corbett Harris, applicant, spoke in favor. He stated painting the building will make a better impression to the people coming to the downtown area.

Ms. Wells asked if the Bicycle Post is still located in the building.

Mr. Harris stated the Bicycle Post is no longer in operation and The Bicycle Post signage will be painted over when the new paint is applied.

Ms. Pearce asked Mr. Harris if he leases property.

Mr. Harris stated he does lease the property.

Motion made by Ms. Pearce, seconded by Mr. Caspar, to deny the Façade Improvement Grant application. Motion passed unanimously.

Public Comment Period

Refer to page 2 of agenda for public comment guidelines. No Public Comments

Committee Reports

1. Design Review Committee – met on March 8, 2021
2. Publicity Committee – met on March 18, 2021
3. Selection Committee – met on March 18, 2021

Announcements / Other

Ms. Pearce stated there will not be any Historic Preservation Month activities in May.

Mr. Edwards stated posting more often on the Historic Preservation Commission Facebook page would help keep people engaged.

Motion made by Ms. Pearce, seconded by Mr. Kammerer, to adjourn. Motion passed unanimously.

Meeting adjourned at 7:16 pm.

Respectfully submitted,

Chantae Gooby

Chief Planner

V. New Business

Major Work COAs

COA 2021-0012: 407 S. Jarvis Street

| | |
|-------------------------|--|
| Request: | After-the-fact COA – add handrail to the front porch |
| Applicant: | Rob O’Connor |
| Location: | 407 S. Jarvis Street |
| Parcel Number: | 14412 |
| Historic Status: | Contributing |
| Attachments: | 1. Site Photos 2. Supplemental Materials 3. Location map of property |

The Commission should consider this request based upon general conformance with the *Design Guidelines*.

Description: Erected in 1925 as a two-storied duplex, this frame gable-roof house has features associated with the Craftsman Bungalow style. Knee braces and single and paired four-over-one sash windows illustrate elements of the style. A large gable-roof porch covers the full width of the three bay façade.

Project Analysis: Stairways having four or more risers above a floor or finished ground level shall be equipped with handrails located not less than 30 inches nor more than 38 inches above the leading edge of a tread. An exception from this standard is that handrails that form part of a guardrail may be 42 inches high. The applicant installed a handrail to bring the front porch up to current city code for the safety of his tenants and their guests.

From the *Design Guidelines* (shortened to include only those that apply):

| <u>Chapter</u> | <u>Title</u> | <u>Pages</u> |
|----------------|-----------------------------------|--------------|
| 2 | Porches, Entrances, and Balconies | 41-43 |

1. Historic porches, entrances, and balconies must be retained and preserved.
2. All architectural features that are character defining elements of porches, entrances, and balconies, including piers, columns, pilasters, balustrades, rails, steps, brackets, soffits, and trim must be retained and preserved.
8. The introduction of reversible features to assist people with disabilities must not diminish or damage the original design or materials of the porch or entrance.

Staff Findings: The handrails are reversible features which do not diminish or damage the original design or materials of the porch or entrance. There are no added elements or details to create a false historic appearance.

Design Review: The DRC met with the applicant, Rob O'Connor, who had added hand rails and porch rails to the property after a visitor had fallen off the porch. Neither of the features are original to the property. The applicant volunteered to remove the porch rails. The DRC approved the handrails as installed.

DESIGN REVIEW COMMITTEE MEETING

DATE: March 24, 2021

COA APPLICATION: 2021-0012 - 407 South Jarvis Street

MEMBERS PRESENT: Myron Caspar

Jeremy Jordan

Roger Kammerer

Candy Pearce

EXPLANATION OF WORK: The DRC met with the applicant, Rob O'Connor, who had added hand rails and porch rails to the property after a visitor had fallen off the porch. Neither of the features are original to the property. The applicant volunteered to remove the porch rails. The DRC approved the handrails as installed.

RECOMMENDATION: APPROVED

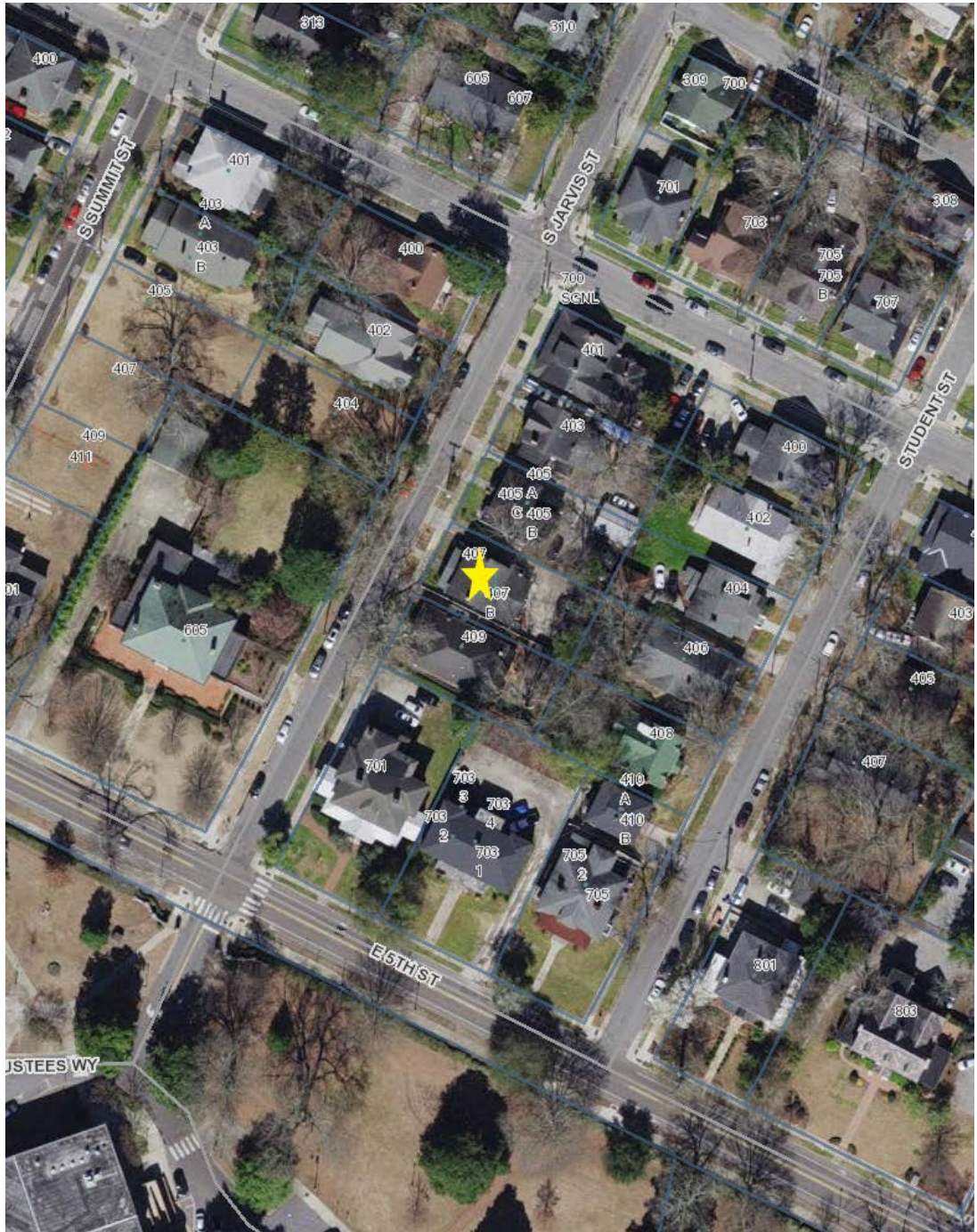
DENIED

REFER TO SHPO

NOTES:



407 South Jarvis Street



407 South Jarvis Street Location Map



407 South Jarvis Street

COA 2021-0018: 601 / 605 E. Fifth Street

| | |
|-------------------------|---|
| Request: | At 601 E. Fifth Street, the request is to add a new concrete driveway off of Summit Street and to connect to the existing driveway at 605 E. Fifth Street, to add pavers and sidewalk to connect to the ramp and rear entrance. At 605 E. Fifth Street, the request is to remove the damaged brick planter and bamboo and install native plants and vegetation. |
| Applicant: | Ricky Hill / East Carolina University |
| Location: | 601 / 605 E. Fifth Street |
| Parcel Numbers: | 26037 / 28887 |
| Historic Status: | Contributing |
| Attachments: | <ol style="list-style-type: none">1. Site Photos2. Supplemental Materials3. Location map of property |

The Commission should consider this request based upon general conformance with the *Design Guidelines*.

Description: Erected in 1917, the Proctor-Yongue House, 601 E. Fifth Street, is a substantial two-story frame house was built in the Colonial Revival Style. The house and grounds have undergone renovations over the past several years. The Dail House, 605 E. Fifth Street, was built in 1921. The home represents the most academically fashioned house in the district, the five bay, blonde brick house is a striking example of domestic Renaissance Revival architecture.

Project Analysis: This is a continuation of renovation work on the Proctor-Yongue House located at 601 E. Fifth Street. The applicant wishes to create a landscape utilizing native species while removing an invasive and non-native species of bamboo. There will also be renovations to the driveway and the back entrance to conform to the Americans with Disabilities Act (ADA). The project will remove the planter wall between the Proctor-Yongue House and the Dail House (605 E. Fifth Street) as well as merge the two independent driveways together.

From the *Design Guidelines* (shortened to include only those that apply):

| <u>Chapter</u> | <u>Title</u> | <u>Pages</u> |
|-----------------------|-------------------------------|---------------------|
| 2 | Life Safety and Accessibility | 71-72 |

2. Health and safety code and accessibility requirements must be met in ways that do not diminish the historic character features, materials, and details of the building.
5. When introducing reversible features to assist people with disabilities, diminishment of the original design of the porch or the entrance and damage of historic materials or features must be avoided to every extent possible.

| <u>Chapter</u> | <u>Title</u> | <u>Pages</u> |
|-----------------------|----------------------------------|---------------------|
| 4 | Driveways and Off-street Parking | 91-92 |

4. Use driveways to access side and rear parking areas and garages.
5. New parking areas must be located as unobtrusively as possible in an area screened from public view.
9. For new parking areas, paving material compatible with traditional paving materials for driveways in the district must be used. Permeability should be maximized.
10. All new parking areas must be screened from adjoining properties with fencing or shrubbery.

| <u>Chapter</u> | <u>Title</u> | <u>Pages</u> |
|-----------------------|---------------------|---------------------|
| 4 | Landscaping | 93-95 |

5. If a landscape feature is completely missing, it should be replaced with a new feature compatible with the character of the district.
6. New landscaping features should be consistent with similar elements in the historic district.
7. The location of new landscaping features should be consistent with the location of similar elements in the district.
8. Existing large trees and other significant landscape elements must be incorporated into plans for additions and new construction.

Staff Findings: The landscaping will return the native fauna to the property and is consistent with other properties in the College View Historic District. The larger existing tree on South Summit Street will remain. The added parking and ADA enhancements will be located in the rear of the property and will be screened by new native planting to screen the area.

Design Review: The DRC met with Ricky Hill and John Gill, representatives of ECU. ECU proposes to add a new concrete driveway and three parking spaces in the back of the Proctor Yongue House. Connect the new driveway with an existing driveway at the Dail House. Improve access to the back entrance and ADA ramp with hardscapes built out of concrete and pavers. Improve landscaping by removing damaged planter wall, removing bamboo, and incorporating native plants around the Proctor-Yongue House and in the area of the removed planter wall. The DRC recommended approval.

DESIGN REVIEW COMMITTEE MEETING

DATE: March 24, 2021

COA APPLICATION: Proctor Yongue House and Dail House

MEMBERS PRESENT: Myron Caspar
Jeremy Jordan
Roger Kammerer
Candy Pearce

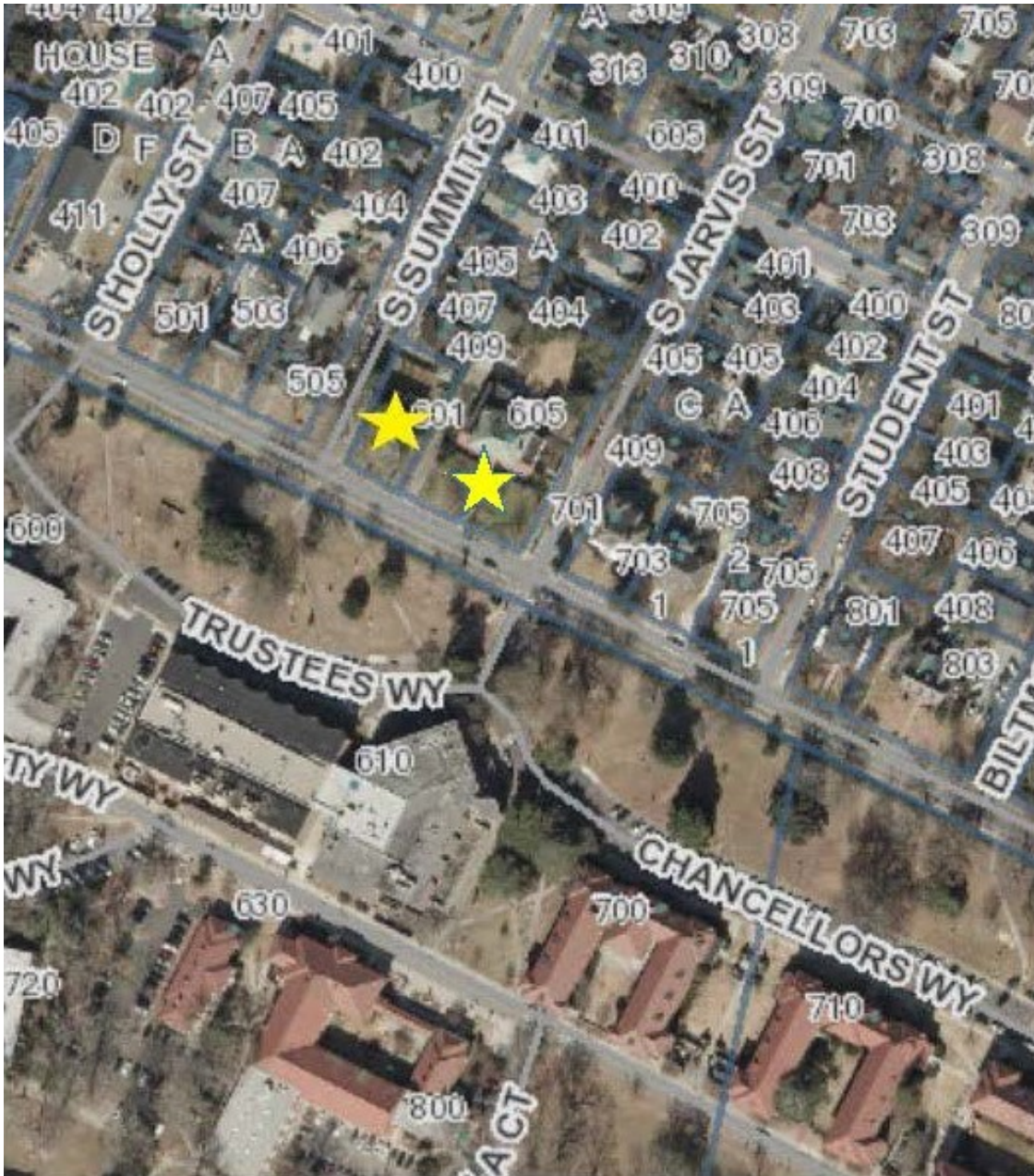
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RECOMMENDATION: APPROVED
 DENIED
 REFER TO SHPO

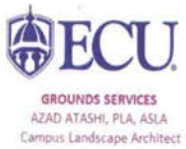
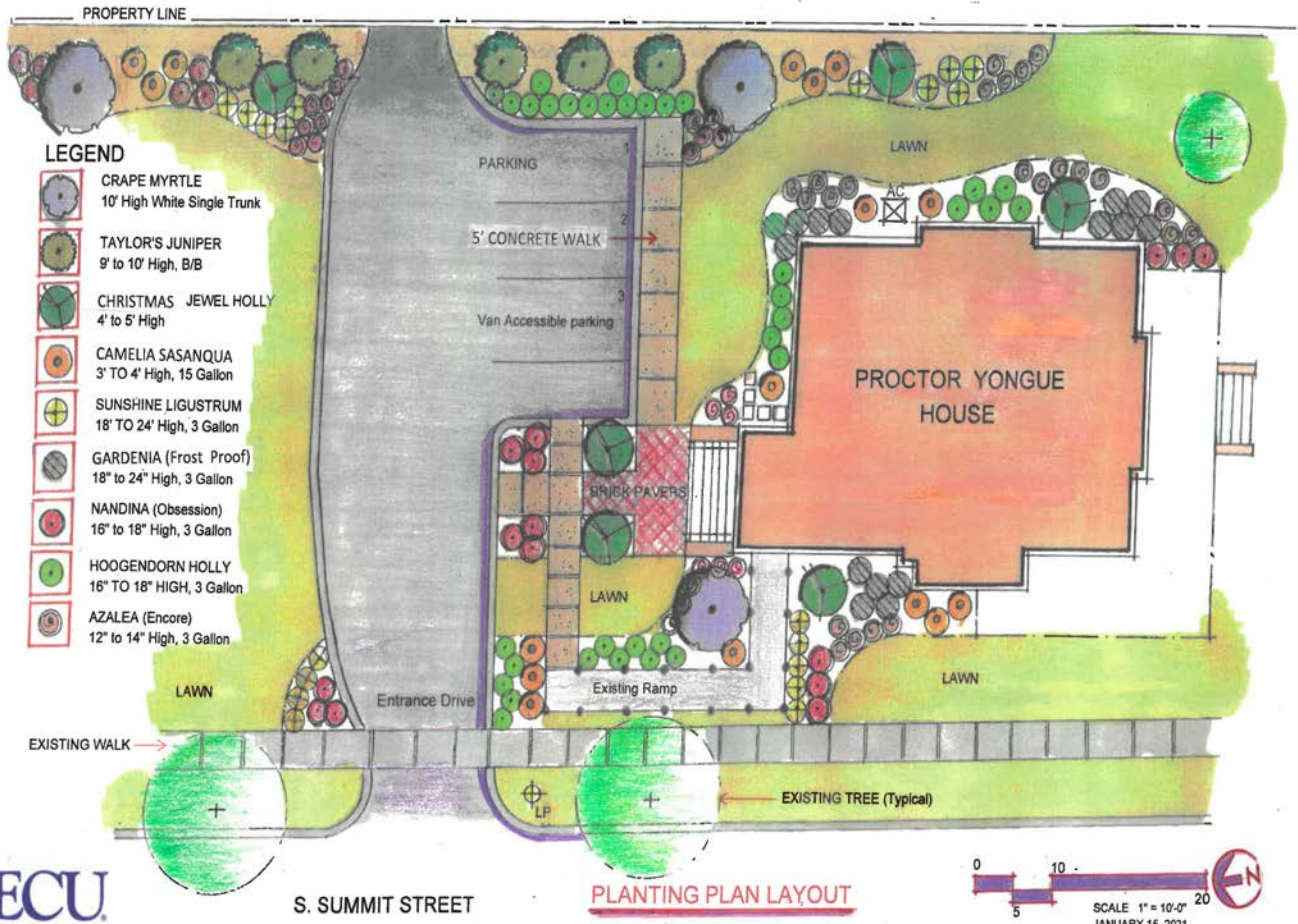
NOTES:



601 and 605 East Fifth Street



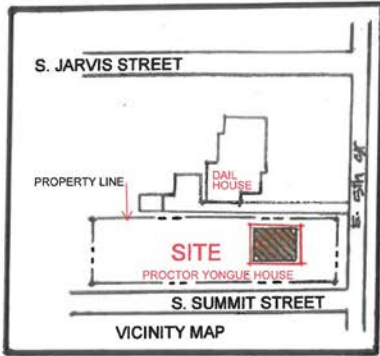
**601 / 605 East Fifth Street
Location Map**



601 East Fifth Street

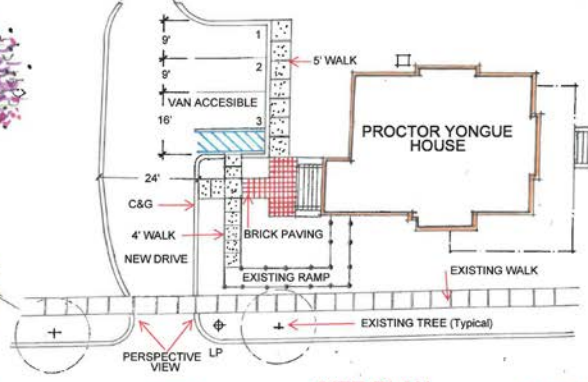
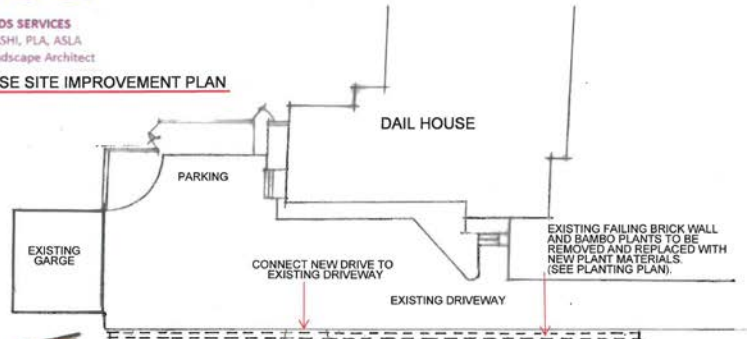


601 / 605 East Fifth Street



GROUNDS SERVICES
AZAD ATASHI, PLA, ASLA
Campus Landscape Architect

PROCTOR YONGUE HOUSE SITE IMPROVEMENT PLAN



← S. SUMMIT STREET →

SITE PLAN

SCALE 1"=20'-0"

MARCH 23, 2021

← N

601 / 605 East Fifth Street

V. New Business

Minor Work



2021-17 215 S. Library Street
Replace Dilapidated Fence In-kind and Style
Paint the Front Door White

V. New Business

Anti-Demolition By Neglect Ordinance – Consideration of the Resolution

**RESOLUTION OF THE HISTORIC PRESERVATION COMMISSION
OF THE CITY OF GREENVILLE REQUESTING THE CITY COUNCIL OF THE CITY
OF GREENVILLE TO ENACT AN ORDINANCE ORGANIZING PART II, TITLE 9,
CHAPTER 7 OF THE GREENVILLE CITY CODE INTO ARTICLES A. AND B. AND
ADDING A NEW ARTICLE B., SECTIONS 9-7-25 THROUGH 9-7-33 TO PART II,
TITLE 9, CHAPTER 7 OF THE GREENVILLE CITY CODE RELATING TO
DEMOLITION BY NEGLECT OF HISTORIC LANDMARKS AND STRUCTURES
WITHIN HISTORIC DISTRICTS**

WHEREAS, City Council of the City of Greenville by ordinance #1925, dated 8 December 1988, enacted and established powers and authorities under the new Historic Preservation Commission to act as both a historic district and historic landmarks commission for the City of Greenville;

WHEREAS, the City Council authorized the enactment of an ordinance to prevent the demolition of any designated historic landmark or any building or structure within a designated historic district due to neglect;

WHEREAS, demolition by neglect permits a property owner or one who has possession, custody and control of property to permit designated historic landmarks or buildings or structures within a historic district to suffer such deterioration, potentially beyond the point of repair, as to threaten the structural integrity of the structure or its relevant architectural detail to a degree that the structure and its character may potentially be lost to current and future generations.

WHEREAS, to promote the purposes of historical preservation, property owners of historic landmarks or buildings or structures within the designated historic district of the city should maintain or cause to be maintained the exterior and structural features of their properties and not allow conditions of neglect to occur on such properties; and

WHEREAS, without an anti-demolition by neglect ordinance, property owners are permitted to neglect such properties until demolition is the only remedy.

NOW, THEREFORE, BE IT RESOLVED by the Historic Preservation Commission of the City of Greenville that it does hereby request the City Council to enact an anti-demolition by neglect ordinance to protect, safeguard and promote the historical preservation of designated historical landmarks and the preservation of any building or structure within a designated historical district.

This the _____ day of _____, 2021.

Jeremy Jordan, Chair
Historic Preservation Commission

ATTEST:

_____, Secretary

Approved COA/MWCOA Staff Update

VIII. Approved COA/MWCOA Staff Update

| | | | |
|---------|--------------------|----------------|---|
| 2021-13 | 401 Student St. | Minor Work COA | COMPLETE - PAINT WITH LIKE COLOR |
| 2021-14 | 400 Student St. | Minor Work COA | INCOMPLETE - PAINT W/ LIKE COLOR, REPAIR WOODROT |
| 2021-15 | 405 S. Jarvis St. | Minor Work COA | COMPLETE - REPAIR WOODROT, TOUCH UP PAINT LIKE COLOR |
| 2021-16 | 503 E. 4th St. | Minor Work COA | INCOMPLETE - REPAIR/REPLACE WOODROT, REPAIR WINDOW, FRONT COLUMNS, BRICK FOUNDATION, RE-PAINT WITH LIKE COLOR |
| 2021-17 | 215 S. Library St. | Minor Work COA | INCOMPLETE - REPLACE DILAPIDATED FENCE IN-KIND AND STYLE, PAINT FRONT DOOR WHITE |



**2021-13 401 Student Street
Paint with Like Color**



2021-15 405 S. Jarvis Street
Repair Woodrot, Touch-up Paint with Like Color