

ADOPTED MINUTES OF THE GREENVILLE HISTORIC PRESERVATION COMMISSION

November 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 – *

Israel Mueller -*

Andrew Morehead - X

Scott Wells - *

Justin Edwards - X

Robert Wright - *

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

PLANNING STAFF: Chantae Gooby, Chief Planner; Tony Parker, Planner I; Taylor Bland, Staff Support Specialist II

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

Motion made by Ms. Wells, seconded by Dr. Carlin, to accept the agenda as written. Motion passed unanimously.

MINUTES:

Motion made by Mr. Edwards, seconded by Mr. Morehead, to accept the September 28, 2021 minutes. 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.

Chairman Jordan swore in presenting staff member – Tony Parker.

Chairman Jordan confirmed and swore in one speaker – Ricky Hill.

New Business

1. Major Work COA

2021-0039: 601 E. Fifth Street

Applicant: Ricky Hill (ECU)

Project: Add handrails to the front steps

Mr. Parker delineated and discussed the subject property. The applicant, Ricky Hill with East Carolina University, wishes to add handrails to the front steps of the Proctor-Yongue House. The handrails will bring the house into ADA compliance. The Design Review Committee met with the applicant, Ricky Hill (ECU) along with Jeremy Russell (ECU) on site at 601 E. Fifth Street on November 4, 2021 and unanimously recommended approval of the handrails. Staff recommends to allow the handrails to be added to the front steps as presented per the Design Review Committee's approval.

Ricky Hill spoke in favor of the application. He stated they first started renovations they did not have an occupant. He stated they do have an occupant now that is with the College of Fine Arts and Communications and the Dean's office is also there. He stated they have visitors and donors that come to the house and they have received complaints with access to the front of the house. He stated that is primarily their reason for the request so that they can assist visitors and meet ADA code. He stated they wanted to try to keep the original look to the front of the house but it is imperative now that they look at the safety aspect.

Chairman Jordan closed the public hearing.

Motion made by Dr. Carlin, seconded by Mr. Morehead, that notice has been properly given in conformance with N.C.G.S § 166A-19.24 (Session Law 2020-3) and that all provisions applicable for remote quasi-judicial hearings, particularly subsection (f) have been followed. Motion passed unanimously.

Motion made by Ms. Wells, seconded by Mr. Morehead, to adopt the Findings of Fact as presented by City Staff. Motion passed unanimously.

Motion made by Mr. Morehead, seconded by Mr. Caspar, to approve the Major Work COA. Motion passed unanimously.

Chairman Jordan affirmed the COA was approved.

2. Minor Work COAs

2021-0034: 605 E. Fifth Street

Applicant: Ricky Hill (ECU)

Project: Repair window sashes

2021-0035: 1001 E. Fifth Street

Applicant: Ricky Hill (ECU)

Project: Repair window sashes

2021-0036: 803 E. Fifth Street

Applicant: Aaron Lucier (Tri Sig)

Project: Remove diseased tree, replace with like species (after the fact)

2021-0037: 200 S. Eastern Street

Applicant: Susan Pearce

Project: Remove diseased tree, replace with like species

2021-0038: 805 Johnston Street

Applicant: Michael Moore

Project: Repair sidewalk

3. Staff report – Code Enforcement

Tony Parker presented the code enforcement cases for September 17, 2021 through November 22, 2021 in the College View Historic District to the Commission.

4. Request for Proposals (RFP) staff update

Tony Parker stated that three consultants submitted proposals for RFP. Reviews with the Selection Committee were held on November 3, 2021. The Selection Committee evaluated each proposal and determined that Roger Kammerer's project proposal best suited the requirements of the RFP. Staff has drawn up a contract and submitted it for Roger to review. He is reviewing the contract and staff is waiting to hear back from him.

Public Comment Period

Refer to page 5 of agenda for public comment guidelines. No Public Comments.

Committee Reports

1. Design Review Committee – Met to discuss COA 2021-0039
2. Publicity Committee – Did not meet
3. Selection Committee – Did not meet

Announcements / Other

No announcements.

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

Meeting adjourned at 6:30 p.m.

Respectfully submitted,

Tony Parker

Planner I