

**DRAFT OF MINUTES PROPOSED FOR ADOPTION BY THE GREENVILLE  
HISTORIC PRESERVATION COMMISSION**

January 22, 2013

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:**

JEREMY JORDAN, CHAIR  
JORDAN KEARNEY  
DAVID HURSH

KERRY CARLIN  
MAURY YORK  
SARA LARKIN

**STAFF MEMBERS PRESENT:** SETH LAUGHLIN, PLANNER II; ELIZABETH BLOUNT, STAFF SUPPORT SPECIALIST.

**OTHERS PRESENT:** BILL LITTLE, ASSISTANT CITY ATTORNEY; JONATHAN EDWARDS, COMMUNICATIONS TECHNICIAN.

**ADDITIONS/DELETIONS TO AGENDA**

Mr. York asked to add rear yard parking as it pertained to the Design Guidelines to the agenda. Mr. Hursh made a motion to add the suggestion to the agenda, Ms Larkin seconded the motion and it passed unanimously.

**APPROVAL OF MINUTES**

Mr. York stated the sentence under Third Street Community Center should say the following: "Mr. Walter Strathy, Executive Director of Third Street Community Center gave a presentation on the center". He also stated that the name of the "furniture store" under the Intermodal Transportation Center Update was Paul Gianino's Furniture Store and the correct spelling of Ms Schwarzmman. Mr. Webb made a motion to amend the agenda as stated, Mr. Carlin seconded the motion and it passed unanimously.

**NEW BUSINESS**

**Election of Officers**

Ms Larkin nominated Ryan Webb for chairman. No other nominations were made. Chairman Jordan closed the nominations. All board members accepted Mr. Webb as chair by acclamation. Mr. Carlin nominated Maury York for vice chairman. No other nominations were made. Chairman Jordan closed the nominations. All board members accepted Mr. York as vice-chair by acclamation.

Mr. Laughlin suggested that the board members take the opportunity to change subcommittees. He also stated that Mr. Kammerer was reappointed to the commission and would become official as soon as the letter is received from the City's Clerk's Office.

Mr. Jordan stated that he would like to be added to the Publicity Committee.

Mr. Webb stated that he would like to help with Publicity Committee.

### **February Public Input Session for Design Guidelines Update**

Mr. Laughlin presented the timeline for the Design Guidelines. He is working with the consultant on proposed dates for a workshop for property owners, Historic Preservation Commission and the Historic Preservation Office. He suggested the HPC February 26 meeting in the City Council Chambers or an alternate location. Surveys will be mailed to property owners in College View and locally designated landmarks.

Mr. Webb asked if the survey had been created.

Mr. Laughlin stated yes.

Chairman Jordan asked if there would be more than one input session.

Mr. Laughlin stated that two sessions are anticipated.

Chairman Jordan asked if the second meeting included presenting the product.

Mr. Laughlin stated yes and to receive feedback.

Chairman Jordan stated that the next HPC meeting would be fine but suggested a more informal location.

Mr. York and Ms Larkin agreed that having the workshop at a location such as Sheppard Library was a good idea.

Attorney Little stated that a motion would have to be made to have a special meeting for the workshop and staff would have to get notices out to the public.

Mr. Hursh asked would the motion have to include two sessions.

Chairman Jordan explained the consultant's timeline.

Attorney Little stated that two public hearings are needed for a design guideline hearing.

Chairman Jordan stated that the public's main input would be provided at the special meeting.

Attorney Little stated that the update will be available for 60 days prior to being finalized.

Mr. Webb asked if a public hearing is scheduled within the 60 days.

Attorney Little stated no unless there were some significant changes.

Chairman Jordan asked if the May and July meetings were actual public hearings.

Mr. Hursh stated that he was confused because he thought the timeline was two meetings and not two public hearings.

Mr. Webb asked if the public hearing had to be during the regular HPC meetings.

Attorney Little stated correct. The public hearings will be held during the corresponding HPC monthly meetings.

Mr. Webb stated that the last presentation meeting should be in the Council Chambers in order to be televised.

**Mr. Hursh made a motion to have a special meeting near the end of February at a location available by staff, notices mailed to property owners and designated landmark owners and to have the consultant bring a understandable timeline with meeting dates to include two public hearings, seconded by Ms Larkin. Motion passed unanimously.**

### **New Business**

#### **Minor Works COA's**

Staff reported minor works issued at 600 W. Third St. – reinstallation of sign and installation of glass in annex door.

No one spoke during public comment period.

#### **Guideline to Rear Yard Parking**

Mr. York stated that the Design Review Guidelines section under driveways and off street parking states it is not appropriate to create large off street parking areas that encumbers so much of the rear yard that the residential character of the site is lost. He would like for the Commission to go on record as being concerned about the many properties in the College View neighborhood whose entire backyard were turned into a parking lot. He would like to have the Commission direct staff to inform the Code Enforcement office that the noted issues should be addressed immediately.

Attorney Little stated that ordinances are in place to address the rear yard parking and Code Enforcement is already addressing the issues.

**Mr. York made a motion that HPC express serious concerns about the rear yard parking situation in the College View Historic District and ask Mr. Laughlin to**

**express this concern to the Code Enforcement Officials in the City of Greenville and ask them to take immediate action to enforce this ordinance, seconded by Mr. Hursh. Motion passed unanimously.**

Attorney Little stated that the action in the motion could be done to the extent the Commission has jurisdiction.

Mr. Webb asked if the enforcement of the guidelines by Mr. Laughlin was Code Enforcement.

Attorney Little stated that when Mr. Laughlin notices guideline violations then he reports them to Code Enforcement who enforces them.

Chairman Jordan asked if Code Enforcement could keep the Commission informed with the rear yard parking situation.

Attorney Little stated that Mr. Laughlin can ask Code Enforcement about rear yard parking enforcement actions and can include it in a monthly report.

Chairman Jordan asked if any action had been taken on the properties.

Attorney Little stated that property owners have received notices. He explained the jurisdiction authority of the HPC and the Parking division of Code Enforcement.

Mr. Laughlin stated that he would provide the report in the February meeting package.

Ms Larkin asked how the statement on page six of the Design guideline update fit into the Commission's concern about rear yard parking.

Mr. York stated the statement is in direct opposition of the current ordinance. It is also contradictory to preserving the historic integrity of the College View neighborhood.

Mr. Larkin stated the consultant needs to be aware that the HPC is not in agreement to the suggestion on page six of the Design Guideline update.

Mr. Laughlin stated that the statement can be discussed at the workshop.

Mr. Webb asked if the consultant was aware of the parking zones designated for residents.

Mr. Laughlin stated the consultant is aware that the parking areas differ from street to street.

Mr. Hursh stated that a lot of the property in the area is rental and the rear yard parking is a tricky situation.

Mr. Webb asked how HPC and the task force selected by City Council can work together on the revitalization effort so the changes to the design guidelines will coincide with their efforts.

Mr. Laughlin said he will convey the Commission's concern to the Community Development Director. He stated that he participated in the walking tour as a staff member.

### **COMMITTEE REPORTS**

Design Review Committee had not met.

Publicity Committee had not met.

Selection Committee had not met.

### **ANNOUNCEMENTS**

Mr. Kearney stated that the State Tax Rehab credit will expire on December 31, 2014.

Mr. Webb asked if the Historic Landmark for the Cobb House on track.

Mr. Laughlin stated that it is on track.

**With there being no further discussion, Mr. Kearney made the motion to adjourn, Mr. Hursh seconded it and it passed unanimously. The meeting adjourned at 7:37 p.m.**

Respectfully Submitted,

Seth Laughlin, Planner II