

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

March 27, 2012

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  
RYAN WEBB  
KERRY CARLIN  
RICHARD WEIR

JORDAN KEARNEY  
SARA LARKIN  
MAURY YORK  
ANN SCHWARZMANN

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

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

**ADDITIONS/DELETIONS TO AGENDA**

Mr. Laughlin added Preservation Awards under item #9 on the agenda.

Mr. Webb made a motion to approve the addition to the agenda, Mr. Weir seconded the motion and it passed unanimously.

**APPROVAL OF MINUTES**

Mr. Carlin made a motion to approve the minutes as presented, Mr. Webb seconded the motion and it passed unanimously.

**OLD BUSINESS**

**Former Local Landmark Demolition Information**

At their November 22, 2012 meeting, the HPC directed staff to create an updated comprehensive list of Locally Designated Landmarks. It was determined that four local landmarks still listed in GIS database had been demolished. Planning and Building Inspections staff researched city records of these properties. The findings are as follows:

- York Memorial Church: 700 Albemarle Street was demolished approximately 1990
- Immanuel Baptist Church: 202 W. 8<sup>th</sup> Street. Church had become dilapidated and was condemned by the city. Church was demolition in 2000 by City of Greenville, Neighborhood Services Division.

- W.A.B. Hearne House and Grounds: 701 Ward Street. House was destroyed by fire in 2004 and has no records of demolition.
- Pattie Elizabeth Kearney House: 614 Clark Street. House had fallen into disrepair to the extent that the foundation had collapsed and the house had begun to list. The property owner did not have the resources to repair the house. The house was demolished in 2005. The City of Greenville now owns the lot.

Planning Staff is working with the Inspections Department to staff all land parcels connected to a Locally Designated Landmark so that planning staff will be notified of any future requests for demolition or condemnation by the City.

### **Informational Brochure Update**

During January 24, 2012 meeting, staff presented the 2012 Work Plan for Proposed Publications which includes City of Greenville Historic Preservation Handbook. Staff presented estimated timeline and brief overview of the Historic Preservation Handbook.

Mr. Webb asked if HPC members needed to review the information before it is given to the consultant.

Mr. Laughlin stated that supervisors will review the information and Historic Preservation members can receive chapters via email if they like.

Mr. Webb asked if there will be a chance to change any information in the brochure prior to final print.

Mr. Laughlin assured that it would be.

Mr. York asked if the brochure would describe how a property owner can apply for their property to become a Locally Designated Landmark.

Mr. Laughlin stated that it would.

### **Chamber of Commerce Fence Repair Update**

The James Fleming House and Grounds is one of the City of Greenville owned properties that suffered damage during Hurricane Irene in August of 2011. The damage to the property was primarily to a portion of the wrought iron fence. Public Works Department has gone to great lengths to find replacement fencing. The material is very hard to come by now and the only identical copy available is to have the parts casted which would be very expensive. Suggested proposal is to remove a portion of the fence from the east side of the property and install in on the front portion of the fence. The east side portion of the removed fence will be replaced with a similar wrought iron fence. The cost of the fence will be approximately \$20,000.

Mr. York asked the difference in cost between the replacement fencing and the recast parts.

Mr. Laughlin stated that the cast part was more than double the cost of the replacement fence.

Mr. Webb asked if the cost estimates were from consultants.

Mr. Laughlin stated that Public Works was currently working on getting proposals.

Mr. York suggested that the board look into having a fundraiser to obtain the funds for the cast parts.

Mr. Webb asked if the property would be eligible for a façade grant.

Mr. Laughlin stated that because FEMA is involved in providing some funding for the repairs that the property would not be eligible for a façade grant.

Mr. Little agreed that the property is not eligible for a façade grant.

Mr. York made the motion that Public Works Department consider the possibility of the Historic Preservation Commission assisting in raising funds in addition to FEMA money that is necessary to have the needed parts recast so they will match the original fence. Ms. Schwarzmann seconded it and it passed unanimously.

Mr. Little stated that there may be an issue with combining outside funds with FEMA dollars. If FEMA money is used to repair the fence it must meet their guidelines. Staff will communicate with Public Works and FEMA and report their findings to the Historic Preservation Commission.

## **NEW BUSINESS**

### **City of Greenville 2012-2013 Strategic Goals**

Mr. Laughlin presented the following Greenville City Council 2012-2013 Strategic Goals that directly apply to the Historic Preservation Commission and their status:

- To develop, publish and distribute a City of Greenville Historic Preservation Handbook that outlines the benefits of historic preservation and provides information related to the City's historic preservation initiatives – The Planning staff and Historic Preservation Design Review Committee are on schedule with

the handbook. The Community Development Department has dedicated funding for this project.

- To update the City's Historic Preservation Design Guidelines and to publish and distribute the same – Planning staff has submitted an application for the FY 2012 Historic Preservation Fund Grant for Certified Local Governments requesting funding to obtain the services of a certified historic preservation consultant for the re-writing of the Design Guidelines. The Community Development Department has dedicated funding for its matching portion for this project.
- To study the effects and impact of the Historic Preservation Design Guidelines on costs to improve and maintain properties located within the College View Historic District- the Planning staff proposes to develop a method of comparing building material and installation costs for a structure within and outside the College View Historic District. Once the method is devised, staff and HPC will select two to three independent contractors to assist in establishing a cost study and database of implementing the Historic Preservation Design Guidelines. Sample structures will be compared involving common repairs such as window replacement/repair, siding replacement/repair, roofing replacement, etc.

Mr. Webb asked about the timeframe for the cost comparison.

Mr. Laughlin stated that it is a 12 month period.

Mr. Webb asked if the goals are for sample projects or everything done in the College View area within the next year.

Mr. Laughlin stated that it is just sample projects.

Mr. Webb asked if the comparison would include like materials or building code regulations that can be done outside of the district but prohibited within the district.

Mr. Laughlin stated that it would be like material.

Chairman Jordan stated that in looking at the cost the long term outlook should be considered such as how long the material in the College View district last compared to the newer, less expensive material that can be used outside of the district.

Mr. Laughlin agreed.

## **Staff Report: Minor works Certificate of Appropriateness**

Mr. Laughlin reported the following Minor Works Certificate of appropriateness:

- 807 E 3<sup>rd</sup> Street- repainting shutters and porch because of non-compliance color- property owners did bring property into compliance with black shutters and grey porch color
- 400 S Summit Street – Shingle replacement and roof repair due to hurricane damage

## **PUBLIC COMMENTS**

No one spoke during Public Comment Period.

## **COMMITTEE REPORTS**

Chairman Jordan stated that Design Review Committee has not met.

Mr. Webb asked if the Publicity Committee was still in existence because several of the people that left the board were on the Publicity Committee.

Mr. York stated that he volunteered to serve on the Publicity Committee but was unsure if there was a committee chair.

Mr. Laughlin stated that the Committee consisted of two members- Mrs. Schwarmann and Mr. York. Mr. Laughlin solicited additional members to serve on the committee.

Mr. Weir agreed to serve on the Publicity Committee and to be chair.

Chairman Jordan stated that the Selection Committee has not met but needs to meet soon so they will not miss the local landmark designation deadline. Chairman Jordan asked staff to check on the deadline and the budget for the local landmarks.

## **ANNOUNCEMENTS**

### **Preservation Awards**

Mr. Laughlin stated that the Historic Preservation Commission presents four preservation awards to outstanding citizens every two years during May or “Preservation Month”. The awards are as follows:

- The Sallie Southhall Cotton Award

- The Robert Lee Humber Award
- The Architectural Award for Restoration Excellence
- The Stewardship Award for Preservation Commitment

Recommendations for awards are solicited from Historic Preservation Commission members. The Publicity Committee has handled the coordination of the nominations and recommendations for the awards in the past.

Mr. Laughlin listed the timeline for the nomination and presentation of awards. Awards will be presented at the May HPC meeting.

Mrs. Larkin asked if there was a list of nominees on a retained list.

Mr. Laughlin stated that he would check.

Chairman Jordan stated there are always more names recommended than there are awards but he did not recall a list being maintained.

Mrs. Larkin pointed out that the procedures stated that nominees are only removed if they become a recipient.

Chairman Jordan stated that the wording does imply that a list is maintained but he cannot recall one since he has been on the commission.

Mrs. Larkin made a recommendation that a list be maintained for reference.

Mrs. Schwarmann asked staff for options on how to find out more information on the candidates for the awards.

Mr. Laughlin suggested reaching out to the community and calling the Historic Preservation Office.

Chairman Jordan stated that some people outside the commission have also nominated people.

Mr. Laughlin stated that he could contact the Historic Preservation Office and the TRUNA president for nominations also.

Mrs. Larkin asked if someone was a recipient of one award could they be nominated for another award.

Mr. Little stated that the way the categories are setup that it is almost impossible to do an overlap. It could be done but it is a rarity.

Mrs. Schwarman asked if a person can only receive the same award one time after a number of years have passed.

Mr. Laughlin stated that the guidelines have no prohibition stating that a person cannot receive the same award more than once.

Chairman Jordan stated that the Commission will submit names to staff and staff will coordinate nominations with the Publicity Committee.

No other announcements or comments were made.

**With there being no further discussion, Mr. Webb made the motion to adjourn, Mr. Weir seconded it and it passed unanimously. The meeting adjourned at 7:36 p.m.**

Respectfully Submitted,

Seth Laughlin, Planner II