

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

March 22, 2011

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:

RYAN WEBB	CHARLOTTE COHEN	JORDAN KEARNEY
DENNIS CHESTNUT	KERRY CARLIN	JEREMY JORDAN
ANN SCHWARZMANN	ROGER KAMMERER	JERRY WEITZ

COMMISSION MEMBERS ABSENT:

BRAD INGALLS

STAFF MEMBERS PRESENT: SETH LAUGHLIN, PLANNER; VALERIE PAUL, SECRETARY; JONATHAN EDWARDS, COMMUNICATIONS TECHNICIAN; BILL LITTLE, ASSISTANT CITY ATTORNEY

OTHERS PRESENT: CALVIN MERCER, COUNCIL MEMBER

ADDITIONS/DELETIONS TO AGENDA

Mr. Chestnut asked if they could discuss a possible retreat or workshop for the Commission.

Mr. Webb suggested that they discuss that during the "Announcements" portion of the agenda and the Commission agreed.

APPROVAL OF MINUTES

Mr. Chestnut said that there were a few things that needed to be corrected in the minutes.

Chairman Webb said that a revised edition had been sent out.

Motion was made by Mr. Jordan, seconded by Mr. Kearney, to approve the minutes. The motion carried unanimously.

OLD BUSINESS

Continuation of COA 11-01: Request by Earnest and Sara Larkin for: construction of a two-car garage and the installation of a brick retaining wall at sidewalk level in the front yard located at 903 E. 5th Street, parcel number 14352.

Mr. Laughlin addressed concerns that the Commission had voiced at the previous meeting. He had conducted a windshield survey of all the side streets in the College

View District. He said that there are 96 lots and approximately 49 of them have garages visible in plain view from public streets, which shows that it is common to have some visibility from public right of ways. He said that he had conducted a similar survey for existing retaining walls in the district and he said that about 65% of the lots have retaining walls of some fashion. He said that staff did receive additional information from the former owners of the house indicating that the parking pad had been in place since the 1980's if not earlier. He said that based on that information and discussions between the Community Development zoning enforcement staff and the Code Enforcement staff, it had been determined that the parking pad is an existing non-conforming use that may be continued in accordance with the non-conforming provisions of the zoning ordinance. He said that the foundation of the two-car garage will be brick; all siding and fascia will be made of wood; windows will be wooden and aluminum clad; and the roof will be the same 30-year architectural shingle that was used on the principal structure. He said that the adjacent driveway turn-around area in the rear yard will be paved with a permeable paver. He said that the applicant had concluded that the brick retaining wall would be exclusively brick and it would match the style of the retaining wall next door at 901 E. Fifth Street; and it would not be higher than 24 in. and not less than 20 in. and he said that there was a range because of topographic site variations. He said that the two columns that were formally on either side of the driveway would be reconstructed. He said that the applicants would exactly match the existing remaining columns that frame the brick staircase that lead off the sidewalk and they would use bricks salvaged from the former addition in the rear of the house. Mr. Laughlin read the Findings of Fact and said that staff recommends that the Commission approve the COA in concept with the clear understanding that all the plans and modifications comply with the City of Greenville's Design Guidelines as agreed upon in the COA application and in subsequent meetings and discussions; and they would have to obtain all required permits and inspections as required by the City of Greenville. He then turned the presentation over to the Design Review Committee (DRC).

Chairman Webb spoke on behalf of the DRC. He said that two memos were sent out from the DRC meetings. He read a few points from the attached memos regarding information discussed at the DRC's March 16, 2011, meeting (see attachments).

Chairman Webb said that they had received a letter from the Tar River University Neighborhood Association (TRUNA) in support of the application.

Attorney Little said that they could not be part of the record.

Chairman Webb said that he was just stating that they had received it.

Mr. Chestnut asked if they were in the Findings of Fact.

Chairman Webb answered that they were reading the DRC's report.

Attorney Little said that they would need to have the witnesses and staff sworn in.

Mr. Chestnut asked staff to clarify a point in Mr. Power's letter regarding the retaining wall. He said that he interpreted it to mean that it would be better that the walls be different heights and constructed of different materials so that they will not look like extensions of each other.

Mr. Laughlin said that he was correct.

Chairman Webb asked if the Commission had any further questions for staff or for the applicant.

Attorney Little said that they applicants would have to present before the Commission could ask them any questions.

The applicants said that they did not have anything else to add.

Mr. Chestnut said that he believes that the footing would determine the height of the retaining wall, so he wanted clarification as to why there was a range in height for the retaining wall.

Mr. Laughlin said that it is because you are dealing with materials that do not have laser-cut edges, so the measurements will not be exact and that is why some variation was built into the conditions. He said that he had discussed the issue at length with Mr. Powers.

Chairman Webb said that the other thing they would have to take into account is the existing columns. He said that they would have to build up to them so they may not be exactly even.

Mr. Jordan said that the picture of the garage has exposed rafter tails and the sketch has fascia, so he asked which one it would be.

Mr. Dan McNeil, the Larkins' builder, said that the garage would use fascia board just like the house, and he said that the picture was just an example.

Attorney Little clarified that the retaining wall's height will be between 20 in. - 24 in., but the appearance may not look like they are same height.

Mr. Carlin made the motion to approve the Findings of Fact, Ms. Schwarzmans seconded and it passed unanimously.

Ms. Cohen made the motion to approve the COA, Mr. Jordan seconded and it passed unanimously.

NEW BUSINESS

Elections of officers and committee appointments

Mr. Laughlin said that the new officers would be seated at the next meeting.

Mr. Chestnut nominated Chairman Webb for another term.

Chairman Webb said that he would not be eligible to serve again.

Mr. Chestnut nominated Jeremy Jordan to serve as Chair and Mr. Kearney seconded it.

With there being no further nominations, Ms. Cohen made a motion to close the nomination, Mr. Kearney seconded and the motion passed unanimously.

Mr. Kearney made a motion to approve Mr. Jordan as Chair, Ms. Cohen seconded and the motion passed unanimously.

Ms. Schwarzmans nominated Charlotte Cohen to serve as Co-Chair and Mr. Karlin seconded it.

With there being no further nominations, Mr. Chestnut made a motion to close the nominations, Ms. Schwarzmans seconded and the motion passed unanimously.

Mr. Jordan made a motion to approve Ms. Cohen as Co-Chair, Mr. Kammerer seconded and the motion passed unanimously.

Chairman Webb said that staff had passed out a handout listing the current committees and he asked if there was anyone that wanted to switch committees and sign up to be on a particular committee.

Mr. Chestnut said that he wanted to remain on the Selection Committee. He noted that what they had previously done was let the members state which committees they would like to serve on and the Chair would automatically serve on the DRC.

Mr. Jordan said that he would like to be removed from the Publicity Committee and just serve on the Selection Committee and Design Review Committee.

Mr. Weitz said that he would like to serve on the Selection Committee.

Staff report: Minor Works COA's

Mr. Laughlin said that there were no Minor Works COA's for the month of March and

these were held over from February 2011:

- Extensive repairs located at 903 E 5th Street including:
 - shingle replacement
 - Dormer repair
 - Water and sewer main repair and subsequent yard repair
 - Existing windows repair (stripped, re-glazed, pulley/sash weight systems repaired)
 - Custom wooden windows where needed (approved model by Jeldwen)
 - Replacement of shingles on main house and garage located at 1001 Johnston Street

Staff report: Update on non-compliant historic properties

Mr. Laughlin said that there were none to report.

PUBLIC COMMENT PERIOD

There were no speakers present for the Public Comment Period.

COMMITTEE REPORTS

DESIGN REVIEW COMMITTEE

Chairman Webb said that they had already presented their report earlier in the meeting

PUBLICITY COMMITTEE

Ms. Cohen said that they had not met.

SELECTION COMMITTEE

Mr. Chestnut said that they had not met.

ANNOUNCEMENTS/OTHER

Mr. Chestnut said that they usually have a workshop or retreat annually. He said that they have not had one yet, but he felt that it would be beneficial to the Commission. He asked if it was still required to do one a year.

Mr. Laughlin said that it was still a requirement and staff would try to schedule one for

later in the Spring.

Chairman Webb asked if it would be conducted by the State Historic Preservation Office (SHPO).

Mr. Laughlin answered that he would like for them to be present, but not lead the workshop.

Mr. Jordan said that they have had them do presentations before.

Mr. Chestnut said that he felt that it was important to include a general discussion among the Commission members about how each perceives Greenville and what they are trying to do. He said that he felt that they should review old plans and timeframes.

Ms. Cohen asked if there was a follow-up process for the Facade Improvement Grants (FIG) that have been awarded that would report where the projects are at, timeline-wise, and if the money is being utilized.

Mr. Laughlin said that there is not a formal report back to the HPC, but he could certainly generate one.

Chairman Webb said that generally when the new ones are discussed then that is when they discuss what money is available.

Mr. Laughlin confirmed that was accurate.

Chairman Webb asked if he could give the dates when that would be coming up.

Mr. Laughlin said that he wanted to confirm it on the calendar, but he would email everyone. He said that the workshop would be in May and the applications would be due in June.

With there being no further discussion, Ms. Cohen made the motion to adjourn, Mr. Kearney seconded it and it passed unanimously. The meeting adjourned at 7:31 p.m.

Respectfully Submitted,

Seth Laughlin, Planner II