

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

March 23, 2010

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	Dennis Chestnut	Henry Doskey
Bryan Patonay	Ann Schwarzmann	Charlotte Cohen
Roger Kammerer	Kerry Carlin	

**COMMISSION MEMBERS ABSENT:**

Brad Ingalls

**STAFF MEMBERS PRESENT:** Seth Laughlin, Planner; Sarah Radcliff, Secretary; Jonathan Edwards, Communications Technician; Bill Little, Assistant City Attorney

**ADDITIONS/DELETIONS TO AGENDA**

Mr. Laughlin said he would like to add "Budget Memo" under item 10, Announcements/Other.

Motion was made by Mr. Chestnut, seconded by Mr. Patonay to add this item under item 10. Motion carried unanimously.

**APPROVAL OF MINUTES: January 26, 2010**

Motion was made by Mr. Kammerer, seconded by Ms. Cohen to approve the January 26, 2010 minutes. Motion carried unanimously.

**INTRODUCTION OF NEW MEMBER**

Mr. Webb welcomed new member, Kerry Carlin to the commission. Mr. Carlin said he was employed by ECU School of Music. He said he owned the O'Hagan Laughinghouse cottage at West 4<sup>th</sup> and South Pitt Streets.

**OLD BUSINESS**

**Approval of Changes to the Rules of Procedure**

**Rule IV.J.1. Proposed:**

**Design Review Committee.** The Design Review Committee shall consist of at least 2 but not more than 4 members of the Commission, and shall include the Chairman as one of its members. The Chairman shall appoint an alternate member who will meet, participate and vote on matters before the Design Review Committee when one or more regular members are absent and the presence and participation of the alternate member is necessary to have a quorum present. The Design Review Committee may gather facts for the Commission and may make recommendations to the Commission on matters related to the design, maintenance, or physical appearance of historic properties.

**Rule V.A. Proposed:**

**Regular Meetings.** Regular meetings of the Commission shall be held on the fourth Tuesday of each month at 7:00 p.m. in the first floor of the Council Chambers, City Hall, unless not available or a more convenient location is available. The regular meeting for the month of December

shall be canceled and regular monthly meetings will resume during the January meeting. Meetings may be held at some other convenient time and place in Greenville if directed by the Chairman in advance of the meeting. Public notice of hearings must be provided in accordance with the North Carolina Open Meetings Law but not less than ten (10) calendar days prior to the hearing not counting the day of the hearing.

Motion was made by Mr. Doskey, seconded by Mr. Chestnut to approve the changes as noted. Motion carried unanimously.

## **NEW BUSINESS**

COA 10-01: Request by Total Construction Development on behalf of Alpha Omicron Pi Sorority  
Mr. Laughlin said this COA was submitted by the Alpha Omicron Pi Sorority for property located at 805 Johnston Street for the proposed location and buffering measures for a backflow preventer valve and associated "hotbox". He said staff met with a representative of GUC on site on 2/24/10 and discussed possible locations along the right-of-way. GUC staff recommended locating the box in the western corner of the lot along Johnston Street due to the existing water meter location, no removal or damage to existing vegetation, and vehicular safety. Staff also met on site with members of the Design Review Committee and the Fire Marshal on 3/05/10. The Fire Marshall suggested locating the box adjacent to and on grade with the sidewalk, which would recess it into the front yard of the property. Design Review Committee members suggested low, evergreen shrubs as screening, and that the box should have an earth-tone finish to better blend with the surroundings. All present agreed that the ideal location is in the western corner of the lot along Johnston Street in the interest of preserving existing vegetation and due to proximity of an existing water meter. Mr. Laughlin read the Findings of Fact into the record.

- COA submitted on February 15, 2010
- Adjacent Property Owner notifications were mailed on March 9, 2010
- Notice was placed in the Daily Reflector on March 8th and 15th, 2010
- DRC members met with Richard King of Dunn and Dalton Architects, representing the sorority, on site on 3/5/2010
- College View Historic District established by ordinance #94-23 by City Council on Feb. 10, 1994, recorded in Register of Deeds (Deed Book 494, page 633)

He read the applicable portions of the Design Guidelines.

Chapter	Title	Pages
2	Utilities and Energy Retrofit	36-38

13. Install mechanical equipment such as heating and air conditioning units in areas and spaces requiring the least amount of alteration to the appearance and the materials of the building. Screen the equipment from view.

Chapter	Title	Pages
4	New Construction, Landscaping	60-61

1. Retain and maintain landscaping that contributes to the character of the historic district.
5. If a landscape feature is completely missing, replace it with a new feature compatible with the character of the district.

6. When introducing additional landscaping features, keep them consistent with similar elements in the historic district.
7. When locating new landscaping features, keep their locations consistent with the location of similar elements in the district.
8. Incorporate existing large trees and other significant landscape elements into plans for additions and new construction.
15. Mechanical equipment such as air conditioners, heat pumps, etc., shall be located on non-character defining elevations of the structure whenever possible. The siting of these systems shall be screened by the use of planted material or appropriate fencing if they are easily visible from the street.

Mr. Laughlin stated staff has no objection to the approval of the Certificate of Appropriateness in accordance with the application.

Ms. Cohen said there appeared to be a frame on the property that probably housed an old sign and asked if that was going to remain on the property.

Mr. Laughlin said the contractor had stated he intended to replace the sign. He said the sorority had lost use of the house for a period of time so the sign was taken down.

Mr. Kammerer said the DRC had talked about the box being a more neutral color, like olive, but the picture showed it as tan.

Mr. Richard King spoke on behalf of the applicant. He said in order to recess the structure into the site they had to do a custom enclosure. He said they designed their own enclosure to the minimum heights and depths required. He said the sides of the box would be made out of concrete and would be about 10 inches above the lawn at the highest point. Mr. King said they looked at a number of ways to access the box and different types of lids that would meet all the requirements. He said the lid has to be hinged and able to support 100lbs. He said the lid was only available in stainless still but could be painted in the field. He said they had discussed with the DRC using an olive green color to match the landscaping but after looking at it again they recommend using a tan color to match the pine straw in the landscape bed. Mr. King said the FDC would be located on the end of the box. He said they were proposing to extend the existing landscaping bed all the way to the western most part of the property.

Ms. Cohen asked if there were limitations on where the box could be placed because of water pressure.

Mr. King said this was similar to the last request in that the water pressure was available on the main street, being Johnston Street. He said there is a fire hydrant directly across the street from the site so they would not have to add another one.

Mr. Maury York spoke on behalf of TRUNA. He said it appeared that a strong effort had been made to mitigate the impact of the box and he hoped that the HPC would make every effort to work with the Fire Department and GUC to mitigate the impact of these devices in the historic districts in the future. He said he hoped they would also consider not placing the boxes on the street, but further back.

Mr. Chestnut said they had made every effort to have the boxes recessed and away from the road.

Mr. Kammerer said there were set guidelines that the commission had to work around as well.

Mr. Webb said staff had already contacted other properties in the district that will need these boxes in the future to hopefully help that process when it comes up.

Mr. Kammerer said he would like for the commission to control the color of the box.

Mr. Patonay asked if he liked the idea of having the DRC assemble to approve the color before it is placed.

Mr. Kammerer said that was fine with him.

Motion was made by Kammerer, seconded by Ms. Cohen to approve the Findings of Fact read by staff and consistent with the application and its attachments, with the condition that the Design Review Committee makes the final decision on the color of the box prior to its application. Motion carried unanimously.

Motion was made by Mr. Kammerer, seconded by Mr. Patonay, to approve the COA. All voted in favor; however, Mr. Chestnut abstained from voting.

#### Discussion of Historic Preservation Awards Nominations

Mr. Laughlin said there are four awards given by the Historic Preservation Commission on a biennial basis (even years). They are the Sallie Southall Cotton Award for Community Activism, the Robert Lee Humber Award for Preservation Leadership, the Architectural Award for Restoration Excellence and the Stewardship Award for Preservation Commitment. The role of the HPC is to present nominees to the Publicity Committee for consideration during the month of April and have the Publicity Committee present these to the Commission during the April meeting. The Commission can then vote for award recipients and present the awards at the May 25, 2010 HPC meeting. Mr. Laughlin said either the City Council liaison or the Mayor will present the awards. He said each member should have received a list of past recipients and reminded the commission that previous winners could not be nominated again.

Mr. Chestnut asked when the nominations needed to be submitted if they had to consider them at the April meeting.

Mr. Webb said the Publicity Committee should only need a few days to review the nominees before their meeting. He said commission members could email the nominees to staff.

Motion was made by Mr. Doskey, seconded by Mr. Kammerer, that the nominations to the Publicity Committee will be due by April 5<sup>th</sup>.

Mr. Webb asked where they would be presenting the awards.

Mr. Laughlin said in the recent past they had been presented during the regular HPC meeting in May. He said it was up to the commission.

Mr. Chestnut asked about discussing the nominations during the publicized meeting.

Mr. Little said they would go into "closed session" for the discussion period.

Mr. Doskey asked if it was required to give each award every time.

Mr. Little said it was not a requirement.

Appointment of Additional Member to the Design Review Committee

Mr. Webb said they were already short one member and now that Ms. Anderson has resigned they would be short two members. He asked if both could be appointed at this time. He asked if anyone would like to volunteer to be on the DRC.

Mr. Patonay and Mr. Carlin volunteered.

Motion was made by Ms. Cohen, seconded by Mr. Doskey to accept. Motion carried unanimously.

Staff Report: Minor Works COA's

Mr. Laughlin said there was one approved MWCOA since the last meeting for the property located at 705 E. 5<sup>th</sup> Street to repair the existing railing over the south-east entrance to the main structure.

Staff Report: Update on non-compliant historic properties

Mr. Laughlin said there were no ongoing cases at this time.

**COMMITTEE REPORTS**

Design Review Committee

Mr. Webb said the DRC had met to discuss the COA approved tonight and one coming up in the future.

Publicity Committee

The Publicity Committee did not meet. Ms. Cohen said she had received a request from Bert Powell regarding a workshop with the commission to talk about the things that they can and cannot do to their homes.

Mr. Little said that it would probably be more appropriately done as a staff function, rather than by the commission. He said if someone from the commission wanted to attend that would be fine; but if it was done by the commission it would have to be advertised as a special meeting and may cause some procedural problems.

Mr. Webb said the SHPO may also be able to meet with them.

Selection Committee

The Selection Committee did not meet.

**ANNOUNCEMENTS/OTHER**

Mr. Webb said that Ms. Minnie Anderson had resigned and asked for anyone interested in serving on the commission to please go to the City's website and fill out an application.

Mr. Laughlin said staff had received a memo asking for any budget recommendations for the

commission for the upcoming year.

Mr. Webb asked if the commission had a budget.

Mr. Laughlin said they did and he would go into more details about that at the next meeting.

Mr. Chestnut encouraged the commission to speak into the microphones during the meeting so they could be heard.

There being no further business, the meeting adjourned at 7:50p.m.

Respectfully submitted,

Seth M. Laughlin  
Planner II