

May 26, 2009

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:

Minnie Anderson	Jeremy Jordan	Ryan Webb	Dennis Chestnut
N. Yaprak Savut	Christy Koren	Dale Sauter	Roger Kammerer
Ashley Wetherington			

COMMISSION MEMBERS ABSENT:

Candace Pearce

STAFF MEMBERS PRESENT: Seth Laughlin, Planner; Sarah Radcliff, Secretary; Jonathan Edwards, Communications Technician; Bill Little, Assistant City Attorney; Wes Anderson, Director of Public Works; Thom Moton, Assistant City Manager; Kevin Heifferon, Buildings and Grounds Superintendent; Jeff Byrd, Greenville Utilities Commission

APPROVAL OF MINUTES OF APRIL 28, 2009

Motion was made by Ms. Savut, seconded by Mr. Sauter to approve the April minutes as submitted. Motion carried unanimously.

PUBLIC COMMENT PERIOD

There were no public comments.

OLD BUSINESS

Intermodal Transportation Center

Mr. Laughlin gave an update on the Intermodal Bus Transportation Center. He stated the draft Environmental Assessment is being finalized. The City Manager's Office gave the ITC presentation to the Redevelopment Commission on 5/5/09. The ITC team held two community meetings for public comment of EA draft report. City Council held a public hearing on 5/14. The City's appraiser is on schedule to complete residential appraisals on time.

NEW BUSINESS

Greenville Public Works Department Presentation: Urban Forestry Management Program

Kevin Heifferon, Buildings and Grounds Superintendent and City Arborist, gave the

presentation. He stated he would be talking about the Planting Program, Preventive Maintenance Plan, removal, the reporting process and the Urban Forestry Program Plans in the Historic District in FY 09-10. Mr. Heifferon said Title 6 Chapter 5 of the City Code is the tree ordinance that regulates trees in Greenville. A permit is required for planting, trimming or removal. He said the City has a 2:1 planting to removal ratio. Resources for new plantings come from ReLeaf of Greenville, the City budget and other funds from citizens. Replacement planting funds come from the City budget. Mr. Heifferon stated the City has what is called a Right Tree in Right Place Policy to be sure that each tree has the space available to mature to maximum quality. The annual tree trimming route is figured by dividing the city into 10 regions, doing roughly 1 region per month, with 2 months reserved specifically for removal. Some things they look for are dead, diseased and dying trees, sight distance issues at intersections, along and above sidewalks, and above travel ways. The City's crews also trim trees located in City right-of-ways that are touching the roofs of houses or other structures to prevent damage to the homes. Mr. Heifferon stated trimming for College View Historic District would be in December. He said line clearing is performed by GUC, not Public Works. The process for removing a tree begins with writing an inspection report and sending it up to the operations manager and then to the Public Works director for approval. The reporting process within the College View Historic District is as follows:

- Hazard Trees- Remove Immediately and Provide Removal Report to HPC
- Planned Removals- Present to HPC Prior to Scheduling Removal
- Planting Projects- Present to HPC
- Preventive Maintenance- Annual Presentation of Next Year's Trimming Schedule and Plans

Mr. Heifferon recommended removal of trees located at 1001 East Fourth Street and 905 East Fourth Street due to damage and deterioration. Mr. Heifferon stated he could be contacted by calling (252) 329-4531 or emailing him at kheifferon@greenvillenc.gov.

Ms. Anderson asked what the average citizen would need to look for in a tree to know if it should be removed.

Mr. Heifferon stated they could call him or look for dying out in the crown of the tree, limbs dying out, etc.

Mr. Kammerer asked about future plans for Fifth Street.

Mr. Heifferon said he was in communication with John Gill at the University and their goal is to plant canopy trees behind the hedge and out of the infrastructures on the sidewalks and street curbing.

Ms. Anderson asked if the city could help citizens with tree roots.

Ms. Heifferon said they could contact him and he would go out and address the situation.

Mr. Jordan stated he felt the reporting system would be a big help in keeping the

citizens of the historic district informed.

Staff Report: Minor Works COA's

Mr. Laughlin stated the only Minor Works COA issued was for 301 S. Library Street to install a new HVAC system located in the fenced-in portion of the rear yard.

Staff Report: Update on non-compliant historic properties

Mr. Laughlin stated he had spoken with the owners of the property located at 400 S. Summit Street and compliant replacement windows were ordered on April 27, 2009. The installation deadline is July 15, 2009. The property located at 705 E. 5th Street had unauthorized demolition and replacement of 2-story staircase at the rear of home and repair of the railing along front porch. A violation notice was sent on March 31, 2009 with the first citation sent on April 29, 2009 and the second citation sent on May 13, 2009. Mr. Laughlin stated all required improvements have been made to 405 and 406 S. Eastern Street and the properties are now in compliance.

COMMITTEE REPORTS

Design Review Committee

Mr. Jordan stated the Design Review Committee had not met due to no COA's being submitted.

Selection Committee

Mr. Sauter stated the Selection Committee met on May 12th. Dennis Chestnut brought forth his draft of a proposal outlining possible strategies to address the issue of initiating an open dialogue with the owners of historic properties in the Skinnerville National Register District and adjoining neighborhoods. The end result of these plans would be to impress upon owners the historical significance and importance of their properties. The committee plans to meet again next month to further discuss the draft proposal.

Publicity Committee

Mr. Webb stated the Publicity Committee had met and discussed the Municipal Service District/Historic Overlay District fact sheet. He said they had two "working" definitions that he would email to each member and talk with staff about for more input. They also discussed the This Place Matters Photo Campaign, a project of the National Trust for Historic Preservation. He said the project asks for people to print the sign from their website and take a picture from their favorite historic landmark. He said he would like to get ten photos done and posted to their website, which is preservationnation.org.

ANNOUNCEMENTS/OTHER

Mr. Laughlin said the City received a grant for \$11,000 for the Phase 1 Strategic Preservation Plan from the SHPO.

Mr. Chestnut asked when the entire Commission saw the grant.

Mr. Jordon said they talked about what to submit the grant for because their last couple of applications were not successful. He did not remember specific details.

Mr. Chestnut said the Selection Committee came in with a prioritized list with what had the best chance of being funded. He said East Greenville was said to be the best, but they were running up against the deadline so they empowered staff to write the grant.

Ms. Savut stated there was an Ad-Hoc Committee that consisted of herself, Rick Smiley and Candace Pearce that looked at the application and worked with Tom Wisemiller to prepare the application.

Mr. Chestnut said the Commission had said they didn't want to have Sub-Committees, like an Ad-Hoc Committee, and he had raised the point before that the entire Commission did not see the grant. He said it went against open and informed government. He stated he had run into citizens in his community that knew more about the intent of the grant than he did as a Commissioner. He said there was a total misnomer in the grant regarding the location of the area.

Ms. Savut said there was a meeting with the Selection Committee where they looked at the maps and the districts were named and the Selection Committee gave some points about the size of the project and the historic qualities of the districts. She said they didn't determine the limits. She said she thought that information came from the SHPO.

Mr. Chestnut said the fact with the whole commission not reviewing the maps was out of process.

Mr. Jordan asked if Mr. Chestnut was asking for Sub-Committees to report back to the commission before making final decisions.

Mr. Chestnut said that was his point and he had raised that in previous meetings.

Mr. Little proposed that he and Mr. Laughlin review the minutes from previous meetings to see exactly what happened so he could be more familiar with it before discussing it further.

Mr. Jordan asked about getting the landmark plaques mounted during Historic Preservation month.

Mr. Laughlin said he would get with Public Works to go ahead and get those installed. Mr. Webb reminded everyone that the FIG deadline was June 1st.

Mr. Laughlin stated he had heard from two of the applicants and hoped to speak to the others in the next couple of days.

There being no further business, the meeting adjourned at 7:42p.m.

Respectfully submitted,

Seth M. Laughlin
Planner II