

November 24, 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:**

Ryan Webb	Dennis Chestnut	Minnie Anderson
Henry Doskey	Bryan Patonay	Ann Schwarzmann
Charlotte Cohen	Brad Ingalls	

**COMMISSION MEMBERS ABSENT:**

Ashley Wetherington      Roger Kammerer

**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 there were two deletions to the agenda. Mr. Laughlin stated the Sig Ep item that was continued back in September for 60 days was scheduled to be heard at this month's meeting; however, it was inadvertently left off of the agenda and after talking with legal staff it was decided to advertise the rehearing of the COA for the December meeting. The other item to be removed is item two, FIG applications. Mr. Laughlin stated the DRC had not been able to meet to review the applications, therefore the item must be continued to the December meeting.

Motion was made by Mr. Patonay, seconded by Mr. Chestnut to amend the agenda as noted. Motion carried unanimously.

**APPROVAL OF MINUTES: October 27, 2009**

Motion was made by Mr. Doskey, seconded by Mr. Patonay to approve the October 27, 2009 minutes. Motion carried unanimously.

**PUBLIC COMMENT PERIOD**

There were no public comments.

**NEW BUSINESS**

**Update on FIG Funds Availability**

Mr. Laughlin stated he had received a total of ten complete applications. He said the total amount available for the fall cycle was \$47,148.44. The total amount requested from the new applications is \$37,151.78 leaving a remaining balance of \$9,996.66, should the board choose to approve all ten applications for the amount requested.

Mr. Chestnut said he was unable to discern how much each applicant was requesting. He asked Mr. Laughlin to include information regarding any previous grants the property

had received.

Mr. Patonay asked if staff could include the DRC's report with the packet. He said he had some ideas for improving the questionnaire used by the DRC when reviewing the FIG applications and asked how he we go about presenting that.

Mr. Laughlin said he had brought that up to the DRC members. He said he would be glad to email a copy of what had been done so far to all of the HPC members and take comments or suggestions from them and present back to the DRC for consideration.

Mr. Little said changes would not have to be approved by the full commission.

#### Discussion of Date for HPC Training Session

Mr. Laughlin said he had spoken to the NCSHPO regarding a date for the training session and they have proposed Tuesday, December 15<sup>th</sup>.

Chairman Webb asked how long the SHPO's session would last.

Mr. Laughlin said their portion would take between two and three hours. He said Mr. Little and himself would also cover a few items and then have time for discussion. He said the workshop shouldn't last more than a half-day.

Mr. Chestnut said the afternoon would work better for him.

Mr. Laughlin said they would plan on 2:00 on the fifteenth. He said he would get in touch with each member to confirm the details when he had them.

#### Staff Report: Minor Works COA's

Mr. Laughlin said there were three MWCOAs issued since the October meeting. At 404 E. Jarvis Street a new HVAC system was located in rear yard. At 401 Student Street a MWCOA was issued for the repair and painting of the front porch, fascia, and siding as needed. A MWCOA was issued for 201 E. 4th Street (St. Paul's) to repair and repaint wood siding as needed in the garage, to repair existing fence in rear yard and to replace HVAC unit in rear yard.

#### Staff Report: Update on non-compliant historic properties

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

### COMMITTEE REPORTS

#### Design Review Committee

Chairman Webb said the DRC met and discussed the Sig Ep case and would give the report at the next meeting. He said they were looking for volunteers for an alternate member to the DRC.

Brad Ingalls said he would volunteer.

Motion was made by Mr. Chestnut, seconded by Ms. Cohen to appoint Brad Ingalls as an alternate member on an ad hoc basis to the Design Review Committee for the sole purpose of meeting to review and make recommendations to the full commission at the December meeting on the FIG applications. Motion carried unanimously.

#### Publicity Committee

The Publicity Committee did not meet.

#### Selection Committee

Mr. Chestnut said the first point in reference to the Skinnerville Historic District Proposal dealt with an information type forum. He said this project was taken to the Selection Committee because the Commission believed that the Selection Committee could help facilitate it. He said they were directly approached by people in the community about what was going on in the area and there was a lot of miscommunication. He said this was occurring the same time as the West Greenville Development. The end result of the project would be to impress upon owners the historical significance and importance of their properties. He asked if the commission wanted to move forward with the project.

Ms. Anderson suggested they discuss it at the Selection Committee meeting and bring a proposal to the committee in December.

Chairman Webb said there seemed to be a general acknowledgement that this was something the commission wanted to move forward with.

Mr. Ingalls agreed.

Ms. Cohen said it would be helpful for her to have some background on the neighborhood and what the objections were.

Mr. Laughlin said we would add this item to the agenda again for December.

Mr. Chestnut asked what the process was going to be.

Chairman Webb said they were just going to discuss this further.

Mr. Ingalls said he would like to discuss this item at the HPC Workshop so the new members could become more familiar with it.

Mr. Chestnut said they could perhaps allocate 30 minutes to discuss this topic at the workshop on the 15<sup>th</sup>.

#### Announcements/Other

Mr. Chestnut asked what the process is for citizens to get ideas and questions to the board.

Mr. Little said there was not a specific process other than during the public comment period of the meeting. He said if someone in the public has approached a member of the commission they could bring it up during the comment period of the meeting. He said the public could also email staff or go to the city's website to the public information office page and send their question or comment that way. He said there would be no action on any item at the meeting in which it was brought up.

There being no further business, the meeting adjourned at 7:35p.m.

Respectfully submitted,

Seth M. Laughlin  
Planner II