

GREENVILLE HISTORIC PRESERVATION COMMISSION MINUTES

June 24, 2008
Greenville, NC

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:

Dennis Chestnut	Franceine Rees	Rick Smiley
Jeremy Jordan	Dale Sauter	Ryan Webb
Candace Pearce, Chair	N. Yaprak Savut	

COMMISSION MEMBERS ABSENT:

Greg Jarrell, Vice-Chair Richard Weir

STAFF MEMBERS PRESENT: Sandy Gale Edmundson, Secretary; Jonathan Edwards, Cameraman; Les Everett, Chief Building Inspector; Bill Little, Assistant City Attorney; Carl Rees, Senior Planner; and Tom Wisemiller, Planner

OTHERS PRESENT: Calvin Mercer, City Council Liaison

ADDITIONS/DELETIONS TO THE AGENDA

Motion was made by Ms. N. Yaprak Savut and seconded by Mr. Rick Smiley to add an agenda item: Staff for the Historic Preservation Commission. Motion carried unanimously.

APPROVAL OF MINUTES OF MAY 27, 2008

Motion was made by Ms. N. Yaprak Savut and seconded by Ms. Franceine Rees to approve the May 27, 2008 minutes as amended. Motion carried unanimously.

COMMITTEE REPORTS

Design Review Committee

The Design Review Committee met and approved an air conditioning change out for St. Paul's Episcopal Church.

Selection Committee

The Selection Committee did not meet.

Publicity Committee

The Publicity Committee did not meet.

NEW BUSINESS

Revision to Design Guidelines: Driveways and Offstreet Parking: SECOND READING AND ADOPTION

Mr. Little: Please find the revision to the Design Guidelines: Driveways and Offstreet Parking. Tonight will be the second reading and adoption must be by majority vote.

AMENDED: Chapter 4 New Construction and Additions – Driveways and Offstreet Parking

New driveways should be compatible with historically appropriate driveways in spacing, width, configuration, and paving material. They should be introduced in locations that do not compromise historic site features, including landscaping, walkways, and retaining walls.

Because the historic district is predominately residential, large scale off-street parking areas are not typical. The introduction of additional off-street parking must be weighed carefully and should only be considered if the parking area can be located unobtrusively in the rear yard or rear side yard, can be visually screened from the street and adjoining properties, will not abut the house, and will not destroy the residential character of the site by eliminating significant landscape features or a substantial portion of the rear yard.

Proposals for new driveways or off-street parking areas must provide the commission with scaled site plans, including all landscape and groundcover changes and information on any proposed lighting.

Driveways and Offstreet Parking: Guidelines

1. When repairing an original or historical driveway, the repairs must retain and maintain the configuration of historically accurate wheeled driveways (wheel strips) and alleys and use historically appropriate materials for such configuration.
2. Historically appropriate materials for construction of new driveways or repairs of an original or historical driveway shall include concrete, gravel, stone and clay.
3. Construct new driveways to conform with the spacing, width, materials and historical configuration that reflect historically appropriate driveways.
4. Locate new driveways so that a minimum of alteration to historic site features, such as landscaping, walkways, and retaining walls, is necessary. Avoid damage to historic curbs and sidewalks.
5. Use driveways to access side and rear parking areas and garages.

6. Locate new parking areas as unobtrusively as possible in rear yards whenever possible.
7. It is not appropriate to locate off-street parking in front yards.
8. It is not appropriate to locate off-street parking in the side yard if the area would be visible from the street or the front yard.
9. It is not appropriate to store abandoned or inoperable vehicles in front yards.
10. For new parking areas, use paving material that is compatible with traditional paving materials for driveways in the district.
11. Screen all new parking areas from adjoining properties with fencing or shrubbery.
12. Incorporate existing mature trees into the new parking areas whenever possible, and introduce new trees to maintain tree canopy.
13. It is not appropriate to create large off-street parking areas encompassing so much of the rear yard that the residential character of the site is lost.
14. It is not appropriate to abut new driveways or parking areas directly to the principal structure.
15. In lighting parking areas, follow the guidelines for exterior lighting in the district.
16. Design lighting levels for safety. Use unobtrusive, directional lighting fixtures to avoid spilling light onto adjacent properties. For nonresidential parking areas, use lighting fixtures that turn off automatically after business hours, if possible.

Motion was made by Mr. Jeremy Jordan and seconded by Dr. Dennis Chestnut to approve the revision to the Design Guidelines – Driveways and Offstreet Parking. Motion carried unanimously.

Street Closures in Skinnerville-Greenville Heights

Ms. Pearce: City Council voted not to close 4th Street.

Mr. Wisemiller: There is a handout in the packet for further information.

Update on Façade Improvement Grant Program

Mr. Wisemiller: The Design Review Committee will meet to look through the applications prior to the July Historic Preservation Commission. Thirteen applications have been submitted. Please find in the agenda packet the handout listing the thirteen applications along with project descriptions.

Update on Non-compliant Historic Properties

Mr. Wisemiller gave an update on non-compliant properties.

At 2909 Memorial Drive, Michael Barberio replaced windows without Certificate of Appropriateness (COA) application. The COA application and the revised COA application were both denied by the Commission. Enforcement is in

progress until the violation is remedied or an official appeal is submitted with a total of fines to date.

At 401 South Jarvis Street, Tim Ferruzzi submitted a revised COA application for a house with inappropriate ductwork. The revised COA application was approved, but the Commission requested that enforcement continue until project completion. Project completed according to approved COA application 08-04.

At 805 Evans Street, Jack Richardson had an exterior paint job that was incomplete. Paint was cracking and falling off. The primer coat was inappropriate if let exposed. Work not yet initiated. Owner has been issued a total of \$150 in fines. Owner has been issued a total of \$150 in fines. Owner has secured estimates for the job and plans to begin the work by no later than July 3, 2008.

At 400 South Summit Street, Mike Gogoel submitted a COA application in November 2007. The Commission denied the COA application for previously installed vinyl replacement windows. In light of circumstances, applicant was given one year or until November 2008 to remedy the situation. The applicant has submitted a completed COA application and asked that it be placed on the July 22, 2008 agenda of the Commission.

At 110 South Harding Street, Charles O'Connor submitted a COA application in August 2006. The Commission continued the COA for a previously installed replacement door for a period not to exceed two years or until August 2008 to give the applicant time to propose a historically appropriate replacement door. The applicant must submit the COA for a historically appropriate replacement door no later than August 22, 2008.

Report on Municipal Services District (MSD)

Mr. Rees: A municipal service district is a targeted geographic area within which the city may levy additional property taxes in addition to those levied throughout the city, in order to finance, provide or maintain for the district services provided therein in addition to or to a greater extent than those financed, provided or maintained for the entire city. In addition, a city may allocate to a service district any other revenues whose use is not otherwise restricted by law. The City Council would define the boundaries of the district. I will ask Harry Hamilton to attend the July meeting to give a detailed report on the MSD.

ANNOUNCEMENTS/OTHER

Sixth Street Realignment: Historic District Gateway Signage

Ms. Pearce: I met with David Brown, who is the City Engineer for the City of Greenville, to discuss the locations of historic district signs for Dickinson Avenue historic district and Greenville Commercial historic district. Two locations were identified for the historic district signs associated with the Dickinson Avenue historic district. The first will be at the intersection of Dickinson Avenue and Eighth Street. The second will be in the vicinity of the intersection of Dickinson Avenue, Tenth Street and the CXS Railroad crossing. These locations correspond to the boundaries of the district. Three locations were identified for the historic district signs associated with the downtown historic district. The first will be at the intersection of West Fifth Street and Washington Street. The second will be at the intersection of West Fifth Street and Reade Circle. The third will be at the intersection of 4th Street and Evans Street. There are a total of five locations. The signs will have the same appearance as those already installed. They will be two-sided. Mr. Brown will check with Traffic Services to make sure they have the material and hardware to fabricate these signs. If the materials and hardware are in stock, the work should only take a couple of weeks. If the materials are not available, the work will take longer.

Letter to Owner of Imperial Property

Ms. Pearce told the Commission that she sent the below mentioned letter about the Historic Imperial Tobacco Warehouse to Phillip Michael Wilson.

June 5, 2008

Phillip Michael Wilson
128 West Victoria Court, Apartment B
Greenville, NC 27834

Dear Mr. Wilson,

The City of Greenville Historic Preservation Commission has recently voted to contact you regarding the demolition plans for the Historic Imperial Tobacco Plant in Greenville. First, we are delighted to learn that the demolition permit application does not include the Office Building, truly an architectural gem.

I will not go in depth as to why the plant is so important to the history of Greenville, because you no doubt know that already. It is the Commission's charge to protect the historic assets of the City. As such, we are concerned that portions of the structure that are salvageable portions of the property will be lost.

We respectfully ask that all possible avenues for saving the existing portions of the property be explored before wholesale demolition takes place. The smokestack has towered over the City for nearly a century. Please consider saving it.

The Commission unanimously voted to make a formal request to this effect. We would ask that an engineer examine the structure to determine if anything is safe to leave standing for potential incorporation into the next life of the site.

We truly appreciate any consideration of saving any portions of one of Greenville's most important historic structures.

Respectfully submitted,

Candace Pearce, Chair
Historic Preservation Commission
City of Greenville

cc: Earl C. Wilson
Bill Little, Assistant City Attorney
Les Everett, Chief Building Inspector
Merrill Flood, Director of Community Development
Carl Rees, Senior Planner

Certified Local Government (CLG) Grant Application

Mr. Wisemiller: The application that was submitted did not receive the grant for the citywide historic strategic plan.

Ms. Savut: When is the application due?

Mr. Wisemiller: The submission deadline for the grant is in January.

Ms. Savut: The Commission needs to review why the grant was not received so that an application can be submitted that will receive the grant.

Welcome new Historic Preservation Commissioner: Ryan Webb

Ms. Pearce introduced Ryan Webb as the most recently appointed member to the Commission. Mr. Webb is the publisher of the Greenville Times and he owns historic properties.

Staff for the Historic Preservation Commission

Mr. Wisemiller: At the June 9, 2008 City Council meeting, Merrill read his memorandum about wanting a consultant position to assist with the Historic Preservation Commission.

An advertisement has been submitted in the paper, so letters of interest in the consulting work should be submitted by June 27, 2008.

ADJOURNMENT

There being no further business, the meeting was adjourned.

Respectfully submitted,

Thomas G. Wisemiller
Planner II