

**MINUTES ADOPTED BY THE GREENVILLE HISTORIC PRESERVATION
COMMISSION**

January 27, 2015

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 CHAIR	JEREMY JORDAN	DAVID DENNARD
KERRY CARLIN	ROGER KAMMERER	WILLIAM GEE

STAFF MEMBERS PRESENT: THOMAS WEITNAUER, CHIEF PLANNER; AMY NUNEZ, STAFF SUPPORT SPECIALIST.

OTHERS PRESENT: BILL LITTLE, ASSISTANT CITY ATTORNEY; MERRILL FLOOD, DIRECTOR OF COMMUNITY DEVELOPMENT; JONATHAN EDWARDS, COMMUNICATIONS TECHNICIAN.

ADDITIONS/DELETIONS TO AGENDA

Mr. Kammerer made a motion to delete item #2a (FIG App#15-01) since the applicant withdrew, Mr. Jordan seconded the motion and it passed unanimously.

APPROVAL OF MINUTES

Mr. Carlin made a motion to approve the October 28, 2014 minutes, Mr. Jordan seconded the motion and it passed unanimously.

NEW BUSINESS

Election of Officers

Mr. Kammerer made a motion to table the item until next month since some members were not present, Mr. Gee seconded the motion and it passed unanimously.

Façade Improvement Grant Application #15-02

Mr. Thomas Weitnauer, Chief Planner, introduced the applicant, David Carpenter, as the owner of Peasants Pub at 114 E. Fifth Street. The proposed work consists of: installing black canvas awnings and gooseneck-style lights above the first floor windows and entrance door; and repaint the lower wood portion and trim. The application was reviewed by the Design Review Committee on January 21, 2015. Mr. Carpenter was present. Mr. Kammerer disclosed he is a friend of Mr. Carpenter and recused himself from participation in the discussion and vote. The recommendation by Staff and the Design Review Committee was to recommend that the HPC fund FIG application #15-02 as submitted for \$3,092.26.

Mr. David Carpenter, applicant, spoke in favor of the application. He stated he wants to improve the façade of the restaurant facing Fifth Street. He would like to install 5 black canvas awnings but they will not protrude dramatically off the building. Painting will cover from the mezzanine level to the ground only in cream and navy blue. The gooseneck lamps will be black.

Mr. Carlin made a motion to approve the application, Mr. Gee seconded the motion, and it passed unanimously.

Staff Report: Minor Works COA's

Staff reported four Certificates of Appropriateness issued:

- (1) 209 S. Library Street – Change out of air conditioner
- (2) 306 S. Library Street – Change out of air conditioner
- (3) 311-B S. Summit Street – Change out of air conditioner
- (4) 402 Biltmore Street – Replace tankless water heater

PUBLIC COMMENT PERIOD

No one spoke for public comment.

TRAINING ITEM – Ex Parte Communication

Attorney Bill Little presented the information. Ex parte communications is mentioned in the rules and procedures and the prohibitions against it. Sometimes it is unclear when it applies and its impact. Appeals from the Historic Preservation Commission go to the Board of Adjustment which is a quasi-judicial board. The rules the HPC needs to follow are similar to the Board of Adjustment. Appeals from the Board of Adjustment go to the court as an appellate action. The HPC needs to act impartially, with no prior knowledge or involvement, with no personal or family financial interest, and without conflict of interest be it perceived or actual. If so, then the Commissioner must recuse them self and will not participate. Ex parte communication is investigating the case before it comes to the Commission by speaking with others about it, visiting the site, and prejudging outside the confines of the Commission. When the Design Review Committee meets, that is a designated hearing which is reviewing the application for compliance and to give suggestions.

(Mr. Dennard showed up at 7:10pm)

Attorney Little stated the handout of Ex Parte Communications gives helpful scenarios. If a Commissioner becomes involved in Ex Parte, then that Commissioner would not be a part of the specific hearing. Potentially, the City could have that Commissioner removed from the Commission. Commissioners should always remain impartial.

Chairman Webb asked if they could drive by a property.

Attorney Little stated it would be okay if it is only to see it but not to prejudge with surrounding, neighbors, comments, etc.

COMMITTEE REPORTS

The Design Review Committee met January 21, 2015 to review two Façade Improvement Grant applications. No members of the Publicity Committee were present at the meeting. The Selection Committee did not meet.

Mr. Weitnauer stated the local designation is essentially a zoning ordinance that applies to a single property, site or structure, and is adopted by the Greenville City Council at the recommendation of the HPC. There are many benefits realized by owners of Locally Designated Landmarks. The process starts in January by looking at the priority list, meeting, and formulating what properties to pursue. The cost of the survey is approximately \$2,000.00. Once a property is designated, a plaque (cost about \$700.00) is given to the owner for installation. Funds are available for this in the budget. The last time the Selection Committee met was September 2012 when the Cobb House was selected. Attached in the members' packets were the designation process and the property priority list.

Chairman Webb asked if there was a way people could apply themselves as part of the designation process.

Mr. Weitnauer stated there was nothing that prohibited it and that it should be allowed. He will try to highlight that on the City webpage.

ANNOUNCEMENTS

Chairman Webb stated he would like to bring a resolution to the next meeting about support for North Carolina's Historic Preservation Tax Credit Programs.

Mr. Weitnauer stated Susan Kluttz, Secretary of the NC Department of Cultural Resources, would be in Greenville on Thursday, January 29th at 9:30 at City Hall. Her visit is to highlight the value of historic rehabilitation and the historic tax credit program. It will be a walking tour starting at City Hall, walking to the Jefferson-Blount Harvey building, then a short tour of historic assets in Uptown Greenville en route to the Taff Office Building. Members were invited to attend.

Mr. Weitnauer invited members to attend Historic Preservation Commission Training in Greensboro, NC on February 18, 2015. He provided a draft flyer of an updated College View Historic District Certificate for Appropriateness sign. He is accepting feedback.

Mr. Weitnauer stated someone asked about the GTAC project (Greenville Transportation Activity Center). The Public Works Director, Kevin Mulligan, welcomes input from the HPC.

Mr. Weitnauer mentioned the idea of changing the 7 pm meeting to an earlier time. The bylaws state the Commission needs to state their intent. Staff then will work on it and bring it back to the Commission for a formal revision.

Chairman Webb stated it might be better to make changes at the end of the year due to the City Calendar.

Attorney Little stated other Boards/Commissions have made changes since the calendar has been posted. GTV9 channel indicates such changes. It can be done.

Chairman Weitnauer stated the HPC should be involved in a yearly work program where they list and prioritize items they want accomplished and what staff can do. He stated interviews were completed for the Historic Preservation Planner and a new person should be arriving soon. He stated he hopes for improvements and is accepting suggestions.

Chairman Webb stated City Council provided feedback from the HPC annual presentation in November. He asked how feedback can be incorporated into the budget.

Mr. Merrill Flood, Director of Community Development, stated we are currently in the second year of a two year budget. New programs can be looked at to see if they can fit in the current budget. If it is a broader project, Staff would need to know now to see if it can be implemented for the new 2016-2017 budget.

With there being no further discussion, Mr. Dennard made the motion to adjourn, Mr. Carlin seconded the motion and it passed unanimously. The meeting adjourned at 7:28 p.m.

Respectfully Submitted,

Thomas Weitnauer, Chief Planner