

The regular meeting of the **Historic District Commission** was held on Thursday, May 26, 2022, at 4:00 p.m. in the Board Chambers of Town Hall, 500 Poplar View Parkway.

The following Staff members were present: Development Director, Mr. Jay Cravens; Assistant Town Planner, Ms. Nancy Boatwright; Planner, Mr. Scott Heninger; Administrative Specialist Sr., Lynette Denzer.

Pledge of Allegiance

Commissioner Todd led the Pledge of Allegiance.

Roll Call:

Chairman Lee asked Ms. Denzer to call the roll to confirm a quorum.

Cox	Todd	Brooks	Kelsey	Rozanski	Walker	Lee
Absent	Present	Present	Present	Absent	Present	Present

Quorum present

Approval of Minutes

Chairman Lee asked if there were any corrections to the minutes from the April 28, 2022 meeting.

Hearing none, Chairman Lee called for a motion to approve the minutes.

Motion by Commissioner Walker, and seconded, to approve the minutes from the April 28, 2022 meeting.

Roll call:

Kelsey	Brooks	Walker	Todd	Rozanski	Cox	Lee
Yes	Abstain	Yes	Yes	Absent	Absent	Yes

Motion Approved.

Approval of the Agenda

Chairman Lee asked if there were any changes to the agenda.

Ms. Boatwright stated the applicant of Item 6a, Case # 221584 – 287 College Street – Request for a Certificate of Appropriateness for Exterior Alterations, is in agreement with all Conditions of approval. The case is appropriate to be moved to the Consent Agenda.

Motion by Commissioner Walker, and seconded, to move Item 6a to the Consent Agenda.

Roll call:

Rozanski	Brooks	Todd	Cox	Kelsey	Walker	Lee
Absent	Yes	Yes	Absent	Yes	Yes	Yes

Motion approved

Motion by Commissioner Kelsey, and seconded, to approve the agenda as amended.

Hearing no discussion, Chairman Lee asked for a roll call.

Roll call:

Brooks	Todd	Rozanski	Cox	Kelsey	Walker	Lee
Yes	Yes	Absent	Absent	Yes	Yes	Yes

Motion Approved.

Approval of Consent Agenda

Chairman Lee called for a motion to approve the Consent Agenda.

Motion by Commissioner Walker, and seconded, to approve the Consent Agenda as presented.

Hearing no discussion, Chairman Lee asked for the roll to be called.

Roll call:

Rozanski	Brooks	Todd	Cox	Kelsey	Walker	Lee
Absent	Yes	Yes	Absent	Yes	Yes	Yes

Motion approved.

Consent Agenda:

6.a Case # 221584 – 287 College Street – Request for a Certificate of Appropriateness for exterior alterations.

Motion to approve the Certificate of Appropriateness to replace an existing drive with a black aggregate concrete drive at 287 College Street per Exhibit 3, subject to the conditions in Exhibit 1.

CONDITIONS OF APPROVAL:

1. Any changes/deviations from this request will require staff review and/or HDC approval prior to the work commencing.

<p>EXHIBITS</p> <p>The staff report and the following:</p> <ol style="list-style-type: none"> 1. Conditions of Approval (5/20/22) 2. Applicant’s Cover Letter (dated 5/10/22) 3. Applicant’s Proposed Site Plan (5/11/22) 4. Property Photos (5/11/22) 5. Survey of driveway materials in the vicinity 6. Example of black aggregate concrete

Formal Agenda:

6.b Case #219128 – Mid-South Gifted Academy – Request approval of a Preliminary Site Plan and a Certificate of Appropriateness for a 10,580 square-foot, two-story, non-residential school building located on 0.80 acres at 220 South Center Street.

Mr. Scott Henninger gave the Staff presentation on the Preliminary Site Plans, which is included as an exhibit. The property is located at the northeast corner of Center Street and South Street within the Local Historic Overlay. The Board of Mayor and Aldermen (BMA) approved a rezoning of the property to Mixed Use (MU) on November 22, 2021, effectively reducing building setbacks and allowing the building to be located closer to the street. On December 14, 2021, the Historic District Commission (HDC) approved the demolition of two existing structures on the property. On January 27, 2022, the HDC deferred the application to allow for additional information. On February 24, 2022, the HDC deferred a Certificate of Appropriateness and the Preliminary Site Plan and on March 3, 2022 the Planning Commission (PC) deferred the application to allow the applicant to address concerns with building placement. The applicant is in agreement with the Conditions.

Chairman Lee asked if there were any questions for Staff. Two eComments have been received in support of this case.

Hearing no questions for Staff, Chairman Lee asked the applicant to come forward.

Mr. John McCarty, 198 Progress Road, came forward.

A discussion ensued about the new location of the building on the site, the building elevations, and the changes made to the plans since he HDC last saw the request.

Hearing no further comments Chairman Lee asked for a motion.

Motion by Commissioner Walker, and seconded, to approve the request for a Certificate of Appropriateness and recommend that the BMA approve a Preliminary Site Plan for a 10,500 square-foot, two-story, non-residential school building at 220 South Center Street, subject to the conditions in Exhibit 1.

CONDITIONS OF APPROVAL:

1. The HDC sets the front yard setback of South Street at 26.4 feet as indicated on the Site Layout Plan.
2. Revise the data chart on the site layout sheet to indicate the north façade as the side yard and the east façade as the rear yard.
3. General Services (Derek Honeycutt) will require that the existing bench along Center Street be removed and re-installed near the intersection following construction of the school. On the Site Plans, show the permanent location and landscaping around the seating area.
4. If proposed, indicate and provide manufacturers cut sheets of any lighting of the building identity marker.
5. Provide a material mock-up board on site for review by staff prior to issuance of building permit.
6. If archeological resources are discovered during construction the applicant shall notify staff prior to proceeding with construction.
7. Correct the graphic scale to match the actual scale on the site plan sheets.

EXHIBITS

The staff report and the following:

1. HDC Conditions of Approval (5/20/22)
2. PC Conditions of Approval (5/20/22)
3. Applicant's Cover Letter (dated 5/4/22)
4. Aerial Photo showing existing and proposed campus
5. Parking Narrative (dated 3/31/22)
6. Traffic Impact Study (dated 5/4/22)
7. Site Circulation Exhibit (5/9/22)
8. Illustrative Site Plan Rendering (5/9/22)
9. Preliminary Site Plans (5/17/22)
10. eComments

8. With the Final Site Plan, provide a roof plan showing all rooftop penetrations including the required roof access.
9. Future improvements, such as an outdoor classroom, will require a separate Site Plan Modification application.
10. Locate appurtenances such as utility structures, meters, transformers, generators, control panels, backflow preventers, HVAC equipment, to the maximum extent possible, behind buildings and indicate how they will be screened with fencing, walls, or evergreen landscaping (H.D.G. IV, G) to conceal visibility from streets and adjacent property. Service doors, louvers, vents, meters, conduit, cameras, spouting and other roof and wall appurtenances shall be painted to match the surrounding architectural façade or roof color. Screen any ground, wall, and roof mounted appurtenances such as mechanical equipment, utility structures, backflow preventers screened from view from public streets (H.D.G. IV, D & G). Plant material used for screening should be tall enough at installation to screen appurtenances. Evergreen shrubs screening parking, the backflow preventer, the transformer, and other ground mounted appurtenances shall be 24 inches in height at installation. Roof elements and parapets shall be integrated into the building design and finished on all sides with materials and colors matching the primary facade to prevent any visible roof membrane.
11. All light fixtures shall be full cut-off, recessed into the canopy, and shielded to prevent light trespass into vehicular and pedestrian areas and all fixtures shall meet the requirements of the Lighting Ordinance (§151.190). Light fixtures shall be 3000K or less in order to meet the Lighting Ordinance, max./min. ratios, and the context of the Historic District. Clearly delineate all selected options, shielding, and finishes on the cut sheet by circling the options. Light sources at or under the equivalent of a 60-watt incandescent bulb are exempt.
12. Any changes/deviations from the approved plans or conditions of approval will require staff and/or HDC approval.

A discussion ensued about the street address on Center Street, orientation of the building, and required side and rear setbacks. The Planning Commission has a condition to address the setbacks recommended by the HDC.

Hearing no additional Chairman Lee asked for a roll call.

Roll call:

Rozanski	Brooks	Todd	Cox	Kelsey	Walker	Lee
Absent	Yes	Yes	Absent	No	Yes	Yes

Motion approved.

Other Business

Ms. Nancy Boatwright gave an update on administratively approved and possible upcoming projects.

With no further business, Chairman Lee adjourned the meeting at 4:22 p.m.

Secretary, Laura Todd