

The regular meeting of the Historic District Commission was held on Tuesday, December 13, 2022, at 4:00 p.m. in the Board Chambers of Town Hall, 500 Poplar View Parkway.

The following Staff members were present: Town Planner, Mr. Jaime Groce; Planner, Mr. Josh Hankins; and Administrative Specialist Sr., Ms. Lynette Denzer.

Pledge of Allegiance

Commissioner Rozanski led the Pledge of Allegiance.

Roll Call:

Vice-Chairman Walker asked to call the roll to confirm a quorum.

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

Quorum present.

Approval of Minutes

Vice-Chairman Walker asked if there were any corrections to the minutes from the November 15, 2022, meeting.

Hearing none, Vice-Chairman Walker called for a motion to approve the minutes.

Motion by Commissioner Rozanski, and seconded, to approve the minutes from the November 15, 2022, meeting.

Roll call:

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

Motion Approved.

Approval of the Agenda

Vice-Chairman Walker asked if there were any changes to the agenda.

Mr. Groce stated there are no changes to the agenda.

Motion by Commissioner Todd and seconded, to approve the agenda.

Roll call:

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

Motion Approved.

Formal Agenda:

6.a Case #223915– 250 West Poplar Avenue – Request of a Certificate of Appropriateness for the demolition of a dwelling and related accessory structure.

Mr. Josh Hankins reviewed the Staff Report, which is included as an exhibit. The home, classified as a Bungalow style, was built around 1890. It is not listed or eligible for the National Historic Register per the 2004 and 2020 surveys and the accessory structure is not addressed as it is less than 50 years old. Elevations for the applicant’s proposed home replacement were provided and are conceptual only. HDC guidelines for demolition were reviewed. The applicant agrees with all conditions of approval.

Vice-Chairman Walker asked if there were any questions for Staff.

Commissioner Cox asked about the status of a Demolition by Neglect Ordinance and discussion ensued. Exhibit 4 outlines that the home is not eligible for the Historic Register. The home has been vacant for quite some time.

EXHIBITS	
The staff report and the following:	
1.	Conditions of Approval (12/7/22)
2.	Cover Letter (11/17/22)
3.	Existing Condition Photos (8/2/22)
4.	Excerpt from 2004 Historic Resource Survey
5.	Conceptual Elevations (11/17/22)
6.	Homes and Non-residential Structures Demolished within the Local Historic Overlay since 1991 Map (8/16/22)
7.	Certificate of Economic Hardship Process (§151.199)
8.	HDC’s Guidelines on Demolition and Relocation
9.	Existing Conditions- Building Footprints (8/19/22)
10.	Engineer Report (8/4/22)

Hearing no further questions for Staff, Vice-Chairman Walker asked the applicant to come forward.

Ms. Nichole Baldrige, 342 Peterson Lake Road, came forward. She stated the original intent was to keep the home but based on the Engineering report and safety concerns, demolition of the structure is being requested.

Hearing no further questions for applicant, Vice-Chairman Walker asked for discussion.

There was a motion made by Commissioner Cox and seconded, to approve the Certificate of Appropriateness for the demolition of a residential structure located at 250 W. Poplar Avenue, subject to the conditions in Exhibit 1.

1. The property shall be seeded or sodded, as appropriate, within 60 days of demolition to create a lawn area similar to other properties in the community.
2. A demolition permit shall be obtained from the Building Official prior to any demolition.
3. Any new construction shall be reviewed and approved by the Historic District Commission and a building permit shall be obtained prior to construction.
4. Any changes/deviations from the approved plans will require Staff and/or HDC approval.

Commissioner Todd asked about the process to maintain history of older properties, discussion ensued. Commissioner Kelsey stated without the Engineering report, he would not vote for demolition. Other discussion about styles of new construction that might be considered took place.

Hearing no further comments, Vice-Chairman Walker asked for roll to be called.

Roll call:

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

Motion approved.

There was a motion made by Commissioner Rozanski and seconded, to approve the Certificate of Appropriateness for the demolition of an accessory structure located at 250 W. Poplar Avenue, subject to the conditions in Exhibit 1.

1. The property shall be seeded or sodded, as appropriate, within 60 days of demolition to create a lawn area similar to other properties in the community.
2. A demolition permit shall be obtained from the Building Official prior to any demolition.
3. Any new construction shall be reviewed and approved by the Historic District Commission and a building permit shall be obtained prior to construction.
4. Any changes/deviations from the approved plans will require Staff and/or HDC approval.

Hearing no further comments, Vice-Chairman Walker asked for roll to be called.

Roll call:

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

Motion approved.

6.b Case #224069 – 122 W. Poplar Avenue – Request for a Certificate of Appropriateness for exterior alterations.

Mr. Josh Hankins reviewed the Staff Report, which is included as an exhibit. The applicant is requesting to add a 4-1/2' to 5' brick wall on the side of the home, and to paint the brick and stucco. The Tudor Revival home is not on the Historic register but is eligible per the 2004 and 2020 surveys. An addition to the rear of the home was approved in 2014 by the HDC. The existing brick is mismatched, and there is moisture and termite damage. The brick fence is being proposed to create a courtyard. Landscaping will be added in front of the brick wall to help screen the wall.

Vice-Chairman Walker asked if there were any questions for Staff.

Staff stated there are no guidelines restricting the painting of stucco. Discussion ensued about painting of brick, and location of damaged brick.

Hearing no further questions for Staff, Vice-Chairman Walker asked the applicant to come forward.

Mr. Rob Smith, 182 W Poplar Ave, came forward. Mr. Smith stated that the home will be occupied by family. Discussion ensued about the status of brick, termite damage, and water damage. The brick style between sections of the home is the same but the color of brick is inconsistent. Discussion about the process to repair and paint brick took place. Staining the older brick may be an option or painting the newer brick at the rear of the house to match the older brick in the front. The mortar is the underlying issue that needs to be resolved.

EXHIBITS
The staff report and the following:
1. Conditions of Approval (12/9/2022)
2. Cover Letter (11/22/2022)
3. Photos of the Home (11/22/2022)
4. Site Plan (11/22/2022)
5. Excerpt from 2004 Historic Survey
6. Painted Brick Memo (4/15/2021)
7. Brick Wall Example Photos (11/22/2022)
8. Red/Brown Brick Comparison Photos (12/7/2022)

Hearing no further questions for applicant, Vice-Chairman Walker asked for discussion.

Discussion ensued about other possible solutions to painting the house and the importance of the home to the Historic District. There was discussion about repairing the mortar and how new mortar can be matched to existing mortar. Guidelines for restoration can be found in the Historic District Guidelines.

There was a motion made by Commissioner Rozanski and seconded, to approve the request for a Certificate of Appropriateness for exterior alterations to 122 W. Poplar Avenue, subject to the conditions in Exhibit 1.

1. The brick shall not be painted.
2. Any deviations from the approved Certificate of Appropriateness shall require the approval of the HDC and/or staff prior to beginning work.

Hearing no further comments, Vice-Chairman Walker asked for roll to be called.

Roll call:

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

Motion denied.

Other Business

Mr. Groce announced that the 2023 Commissions have been announced. For the Historic District Commission, Chad Kelsey has been reappointed and Laura Hall will be filling the position vacated by Laura Todd.

Mr. Groce thanked Ms. Todd for her service to the HDC and the Town.

Mr. Groce provided an update of projects and administrative cases approved.

With no further business, Vice-Chairman Walker adjourned the meeting at 4:40 p.m.

Secretary, Laura Todd