MINUTES OF THE REGULAR MEETING OF THE
SANFORD HISTORIC PRESERVATION COMMISSION
7:00 PM, MONDAY, MARCH 24, 2008
WEST END CONFERENCE ROOM
SANFORD MUNICIPAL BUILDING

Roll Call

Members Present: Matthew Sakurada, Laura Younger, Michael Humphrey, Peter Thompson, Mark West

Members Absent: Al Roethlisberger, Tim Mercer

Staff Present: David Montgomery, Bruno Pursche,

Citizens: David Stalker, Nanette Thompson, Cheryl Cole, Holly Floyd

APPROVAL OF THE PREVIOUS MEETING MINUTES FOR FEBRUARY 25, 2007 AND THE AGENDA FOR MARCH 24, 2008

Chair Matthew Sakurada called the meeting to order, and called the roll.

Chair Matthew Sakurada asked if there were any additions/deletions to the agenda for March 24, 2008 meeting. Under old business discussion of the alleyway was added & staff asked to get some clarity on Landmark Designation. Chair Sakurada entertained a motion to approve the agenda with the amendments. Commission member Mike Humphrey moved that the amended agenda be approved and seconded by Laura Younger, member, and the motion carried unanimously.

Chair Matthew Sakurada asked the Commission if there were any additions/deletions to the previous meeting minutes for February 25, 2008. There being none Chair Sakurada entertained a motion to approve the minutes. Commission member Mike Humphrey moved that the minutes be approved and seconded by Laura Younger, member and the motion carried unanimously.

REGULAR AGENDA:

Chair Matthew Sakurada entertained a motion to recuse Pete Thompson from COA 08-10 Public Hearing. Commission Member Laura Younger, moved that Pete Thompson be recused and seconded by Mike Humphrey, member and the motion carried unanimously.

PUBLIC HEARING:

- **Review of Application for Certificate of Appropriateness COA-08-10** submitted by Peter and Nanette Thompson owners of 406 W Chisholm Street, who wish to install an 8½' X 24' sleeping porch to the rear of the house. The porch will have a brick foundation, wood lap siding, wooden screen openings, wooden screen door and an asphalt shingled roof.

David Montgomery, Staff, summarized the COA-08-10 staff report. He made comments and recommendations that Height; Setback & Placement; Materials, Patterns, Textures, & Colors; Architectural Detailing; Roof shapes, Forms & Materials; Fenestration Proportions, Shapes, Position, Location & Pattern; General Form & Proportions of Buildings & Structures; and Appurtenant Features & Fixtures of the project were factors in the case.

All individuals were sworn regarding COA# 08-10 and COA# 08-13.

Pete Thompson testified regarding the construction of the sleeping porch and that the information by staff is exactly what the Thompson's want to build. The floor will be a poured slab. Mike commented that Bill Bradford, the former owner, had submitted for a permit for construction of an addition prior to the organization of the Historic District; the permit has since lapsed. Pete and Mike discussed the feasibility of the proposal and whether or not it would meet building code. Pete cited that there would be a small step into the sleeping porch. The sleeping porch will be interior space; Mike further directed the board to a previous finding of fact that the doors and windows had not met the guidelines. He further stated that you must be able to take an addition off so that the original structure stays in-tact; however, the Commission has already found the changes to be inappropriate. The only way that we could possibly approve this, is if it were considered interior space. If this area is not heated and not weather tight, then it must be considered exterior space like a deck or porch. David, staff, suggested to put in hinged windows on the porch; Nanette stated she wished to make her own windows, since normal cased wooden windows would be too expensive at this time. Mike explained the composite of a permanent window. Mark West demonstrated how his rear side light windows work and that they are sixty years old. Mike commented that the board is being asked to approve a COA which cannot be considered true interior space based on the previous finding of facts for COA 07-39 for work which did not meet the guidelines; he further rejected the feasibility of installing permanent duct work, the depth of the floor and the roof pitch. Mark commented that if the proposed project had come before the Commission prior to the vinyl windows and doors being installed, it would most likely have been approved and then the Thompson could have installed the windows and doors without a COA since it was now interior space. Mike said that this was not the sequence of events they were dealing with; he further commented that all additions must be able to be removed so as not to damage the original historic structure; if held to that standard, then the property would then still be in non-compliance with the guidelines. **Public hearing was closed by Matthew Sakurada, Chairperson.**

Mike stated he is on this board to uphold the guidelines and just wanted everyone to follow the same guidelines; it is the only fair way. Laura stated that if the back of the house was enclosed completely and they did something about the windows on the left that would probably solve the problem; construction issues aside, she had no idea what they were going to run into since she was not a contractor. Laura believes this project could be approved with conditions; if the house needed to be restored and the proposed addition was removed then the windows and French door would have to meet the guidelines and its original condition restored. Mark questioned the slope of the roof to Mike and Mike responded that it would have to be dug down to meet pitch requirement. The board continued to discuss criteria to meet certain recommendations which had previously been discussed.

<u>FINDING OF FACT:</u> Laura Younger moved that the Historic Preservation Commission find as fact that the following, if constructed according to the plans reviewed and the conditions that followed in the course of the discussion, met the Rosemount-McIver Park Historic District Design Guidelines, and was generally in harmony with the criteria of the Design Guidelines, and the special character of the neighboring properties and the historic district as a whole.

1. **Height** –The Commission found that the height of the sleeping porch, its lowest point being 8.84' and its highest point tying into the roofline of the existing rear additions, is similar to other porches in the area.

2. **Setback and Placement** – The Commission found that the setback and placement of the sleeping porch were similar to other porches in the area and that the side and rear setback was within the setback allowed by R-12 Zoning of the property.

3. **Materials to be Used** –The Commission found that the wood and screening materials of the sleeping porch were similar to other porches in the area and that the brick foundation, cedar lap siding, and asphalt shingles proposed were already on other portions of the house.

4. **Architectural Detailing** – The Commission found that the architectural detailing of the sleeping porch was similar to other porches in the area.

5. **Roof Shapes, Forms, and Materials** – The Commission found that the roof shape and tying into the existing rooflines of the existing additions was compatible with the remainder of the house.

6. **Fenestration Proportions, Shapes, Position, Location, Pattern** – The Commission found that the general form and proportions of window and door openings were similar to other porches in the area.

7. **General Form and Proportions of Buildings and Structures** – The Commission found that the general form and proportions, 8½' X 24', of the sleeping porch were similar to other porches in the area.

8. **Appurtenant Features and Fixtures:** The Commission found that Appurtenant Features and Fixtures: Lighting, Walls, Fences, and Landscaping were applicable factors in this case.

With the conditions that 1) the glass windows be installed on the sleeping porch in the same fashion as the side-light windows installed on the rear porch of 301 N Gulf Street, 2) the sleeping porch be tied in to the existing heating and air system of the main house, 3) the two vinyl windows are placed as they originally were on back side of the house of the kitchen addition, 4) all necessary building, mechanical, and electrical permits are attained, and 5) if the sleeping porch is ever removed, the back of the house covered by the porch must be made to look like it originally did before the applicant installed the three vinyl windows and the French doors without a COA.

The motion was seconded by Mark West, member; Michael Humphrey opposed, and the motion passed with a majority vote.

<u>DECISION:</u> Based on the preceding findings of fact, Laura Younger moved that the Historic Preservation Commission grant a Certificate of Appropriateness to Pete & Nanette Thompson and approve subject to the conditions of the proposals that were outlined in the preceding Findings of Fact. The motion was seconded by Mark West, Member; Michael Humphrey opposed, and the motion passed with majority vote.

Pete Thompson resumed his seat with the Historic Preservation Commission.

- **<u>Review of Application for Certificate of Appropriateness COA-08-13</u>** submitted by James and Holly Floyd at 519 Summitt Drive who wish to reinstall a chain link fence and gate in the side yard east of the residence.

David Montgomery, Staff, summarized the COA-08-13 staff report. He made comments and recommendations that Height; Setback & Placement; Materials, Patterns, Textures, & Colors; and Appurtenant Features & Fixtures of the project were factors in the case.

Holly Floyd testified that the fence in question is back in the same place where it was before and it is the same 48 inches in height that the original chain link fence was; the only thing added were some new posts to replace the ones which were deteriorated. The only reason the fence was temporarily taken down was to move building materials into the house since the materials wouldn't fit through the front door. The **Public hearing was closed by Matthew Sakurada, Chairperson.**

Mike discussed the situation and guidelines. The fence does not meet quite a few of our current guidelines. From the back plane of the house forward the fence can only be 42 inches and chain link fence is not appropriate. There is no grandfather clause in the guidelines and although you see some alterations in the pictures. However, looking at the pictures and the way that the current guidelines are drawn, he could not see how the Commission could say that this is anything other than maintenance. They took it down to get access so they could get sheet rock in to the upstairs of the house.

Mike Humphrey moved that this COA# 08-13 application is not necessary since the action taken is nothing more than maintenance. The motion was seconded by Pete Thompson, member and passed unanimously.

OLD BUSINESS:
Ad Hoc Committees Updates:

Guidelines Committee: Laura stated that the committee is in the final stages of completing the guidelines; not everyone showed up at the last meeting but they are at the point where they are revamping the COA application and finalizing the guidelines. The Committee will do the rest of the work by e-mail; she felt that within a week they could e-mail everything that's changed to the Commission for their consideration and discussion at our next meeting. After the review by the board, David recommended

having a public hearing by the Commission regarding the changes as part of the due process.

Marketing/Communication Committee: The Committee was corresponding via e-mail; they are supposed to meet on St. Patrick's Day. They are planning on meeting the second Monday of the following month to develop a course of action. The Committee has to wait for the budget to get approved to accomplish some of the things we want to get done; we are working on a newsletter. We are assigning specific duties to each of the members on the committee. We'll have a further update for the training at that time.

Safety and Security Committee: National Night Out is scheduled for August, but they are already doing the planning, budgeting, and fund raising; it will be simpler this time than last time. Emphasis will be to get the Neighborhood Watch Organization to be more involved in National Night Out. By the next meeting, we should have more specific details and plans. Kathy is willing to get the Neighborhood Watch Organization going, but does not want to continue in the leadership role. We need to find a leader for the program; any recommendations are welcome. Nan is organizing and tabulating initial crime statistics; she is updating them quarterly and they will be posted to the Yahoo Groups website and e-mailed to interested parties. The committee wants to have a meeting with the City Engineer to discuss speed control and other possible options. The speed measuring box has been on Gulf Street for two weeks, it is portable and only flashes up your speed if you are speeding. Another four-way stop is being discussed by City Council for Vance Street and Summitt Drive. Al did a sidewalk hazard identification and evaluation which was submitted to the City Engineer; even though, the City does their own evaluation, we wanted to show community concern by completing our own assessment. A new project being considered is rental property improvement; we want to find ways to influence landlords to improve their properties. Nan has started working on this by doing some pamphlets stating landlord and tenant responsibilities. There needs to be some kind of balance between guideline compliance and derelict housing; Matt believes landlords are saying I'd rather do nothing if coming before the HPC is going to cause a lot cost and issues. Pete emphasized those sentiments from landlords based on a meeting with the Appearance Commission.

David received an email from the City Manager Hal Hegwer regarding the alley way closure; it was believed that the city had never taken possession of the alley. Mike had a meeting with Hal two weeks ago giving him a tour of the Historic district, pointing out some problem situations within the district; he stated the City Manager would get with staff to address code enforcement issues within the district. He also stated the City would pay for the entry signs into the historic district in the next calendar year. He said the City Manager was embarrassed about the alley and didn't understand why the city couldn't clean it up; he saw no problem in deeding the property over to the neighbors, but that the county may assess a higher tax value. Al had contacted David to have the light post repaired at the Dixon Hughes Property; Dr Howard has been contacted and is aware of the issue, but didn't want to proceed until he knew what was happening with the building. The April spring cleanup was discussed. Matt will sign the order for COA 08-10.

Block Captain Update: David submitted a COA database query for cases all the way back to January, on the left hand side is the HP Captain Block responsible for COA in his area. Each block captain will be responsible for COA's in their respective areas.

COA Staff Update:

COA# 8-09 406 W Chisholm St, Nanette & Pete Thompson: Remove existing vinyl/steel door with wood door.

COA# 08-11 510 Summitt Dr, Kirk & Tammy Hebert: Install a wood arbor over the side rear gate for climbing.

COA# 08-12 211 N Horner Blvd, Donald Cossett: Extend existing 6' wooden fence on rear of property. (Southeast Corner of Lot) Approximately 20' and install iron gate to match existing iron on house.

COA# 0814 313 Green St, Jeff Cashion & James Tart: Paint exterior of house, and cut limbs hanging over house.

COA# 08-15 313 Green St, Jeff Cashion & James Tart: Remove old storage building & wooden fence.

David summarized the HP Complaint Log Query which is setup in the same format as the COA Query and discussed the complaints and their status. Mike volunteered a door for Jeff Cashion at 313 Green St to replace metal door. Mike stated that the roof COA for 314 Summitt Drive is getting ready to expire. Matt had pictures of Joni's approved COA construction on Chatham Street.

Matt asked about the Landmark Designation, which should be the Guidelines Committee next priority to come up with a solution. The Wilrik Hotel is designated a historic landmark. Maybe we can come up with some type of schedule for Kate Rumley.

NEW BUSINESS: Matt brought up for discussion the precast interlocking concrete blocks. David stated he had someone who wanted to use these blocks in a small area for flowers and not a retaining wall, based on present guidelines would this be a major or minor COA. A discussion took place among the members regarding the use of this decorative block verses cinder block; there is a difference between a retaining wall and edging for a flower bed. All pictures which were retaining wall structures were considered major COAs; only the 2 block raised flower bed was not considered a major COA.

PUBLIC COMMENT: Dave Stalker (506 Summitt Drive), a construction manager, has lived in the neighborhood for about eight months; he lived in Savannah, GA where the guidelines were strictly enforced. He stated he would tread lightly coming before this board; he would also like to see suggestions by the board when something doesn't meet the guidelines. He stated he was happy about enforcement being assessed. He discussed how his old neighborhood after a four year period was totally revitalized.

ADJOURNMENT: With no further business to come before the Commission, Chair Sakurada entertained a motion to adjourn. Commission Member Laura Younger moved and seconded by Pete Thompson, member and the motion carried unanimously.

Adopted this _____ day of _____

BY: _____
Matthew Sakurada
Chairperson

ATTEST:

_____
DAVID MONTGOMERY, PRESERVATION PLANNER