

**MINUTES OF THE REGULAR MEETING OF THE  
SANFORD HISTORIC PRESERVATION COMMISSION  
WEST END CONFERENCE ROOM  
7:00 PM, MONDAY OCTOBER 22, 2012  
SANFORD MUNICIPAL BUILDING**

**Roll Call:**

**Commissioners Present:** David Nestor, Carla G Thomann, John Sheuring, Shannon Gurwitch & Cheryl Myers

**Commissioners Absent:** John Lipscomb & Ash Worboys

**Staff Present:** Liz Whitmore, Staff  
Bruno Pursche, Board Clerk

**Government Official Present:** Councilman Sam Gaskins

**APPROVAL OF THE AGENDA FOR OCTOBER 22, 2012**

Chair Shannon Gurwitch called the meeting to order. Board Clerk, Bruno Pursche called the roll. Chair Gurwitch asked for approval of the agenda, as amended. Commissioner Sheuring moved to approve the amended agenda. Seconded by Commissioner Myers, the motion passed unanimously.

**APPROVAL OF MINUTES FOR SEPTEMBER , 2012**

Chair Gurwitch entertained a motion to approve the September, 2012 minutes; Commissioner Sheuring moved and seconded by Commissioner Nestor and passed unanimously.

There was no Public Comment.

**OLD BUSINESS:**

**5a. Rosemont McIver Park Historic District Guidelines Final Draft**

**Item 1. Take second look at B2-10 which now states:** “Landscape timbers, Cinder blocks, railroad ties, or telephone poles and masts are not allowed in the construction of planting beds.

Ms. Whitmore, staff, referenced paragraph B2-10, page 26 & 27 of the draft guidelines (included by reference) and the board struck everything except for the last sentence; since there are many more things which people can use to make raised planting beds, i.e. plastic planting beds, cut tires in half and stack them, tree fencing and silk fence, so let’s not tell them what they can’t do. There are always new manufactured items and we cannot list everything that is not allowed.

Chair Gurwitch entertained a motion to amend paragraph B2-10 to read as follows:

**“Raised planting beds shall be constructed with materials that are congruous with the**

**Rosemount McIver Park Historic District. These materials shall include but not be limited too; brick, stone, rock etc. Any existing raised beds built with non-congruous materials shall be grandfathered however; if more than 50% of the bed has to be replaced and or repaired the entire raised bed shall be replaced and shall be constructed with the above referenced materials.**

**Materials not allowed in the construction of raised beds include but shall not be limited to: railroad ties, locking block, cinder blocks, telephone poles, masts etc.”**

Commissioner Sheuring moved and seconded by Commissioner Nestor, the motion passed unanimously.

**Item 2. Further discussion on B2-11 Parking in yards.** Ms. Whitmore provided research from around the state of banned parking in the front yard. There was a discussion (at the last meeting) that we have to put in place how banned parking in yards is going to be implemented; if this is adopted as is, then that puts into question how much time will people have to comply. Ms. Whitmore surveyed the district to how many did not have driveways; she found that 509 Summit is the only house which does not have a driveway but 507 Summit allows them to use their driveway to park and 507 accesses their property from 511 off of Weatherspoon and Gulf Street. There are numerous people who park in their yards on Hillcrest Drive and Gulf Street; many think this is a cultural thing but it is not. The ordinance for Sanford was proposed in 2010 but never adopted. The City of Monroe gave a timeframe for compliance of the new ordinance. The Greensboro ordinance defines front yard area and percentage which may be used for a driveway. The property owners would be notified of this change and it would be the property owner’s responsibility to meet compliance.

Commissioner Nestor moved to table the discussion of Parking in the front yard until the next meeting in November (to be able to go through the information received). Commissioner Sheuring seconded.

Chair Gurwitch stated that the board would have discussion since the ordinances are examples from other cities. Regardless of what they have done, we need to address the effect on the District. Ms. Whitmore, staff, stated we have to figure out how this is going to work; it is important for staff to be able to tell people what they have to do. This board needs to decide what it wants to do; modify and adopt guidelines as it applies to us. Mr. Gaskins stated that City Council is not doing anything regarding this matter. Ms. Whitmore, staff, stated that a guideline already exists addressing parking in the front yard, what we are doing is prohibiting parking in the front yard and we need to set up how this is going to happen. Chair Gurwitch referenced the appendices of definitions for parts of the yard on page 67 and 68 of the draft guidelines; we could include additional definitions. Ms. Whitmore further explained other criteria to meeting setbacks for yards. Ms. Whitmore, staff, is more concerned with the process of implementation once prohibited parking is adopted and this needs to be included in the exact language as to how the property has to be improved, like you can’t impact more than 40% of your front yard. Even though it may be spelled out somewhere else like in the UDO, it must be included in this document. It becomes difficult when people have to look in numerous places to get all the information they need; she even believes that the eventual fines need to be included in the guidelines. Chair Gurwitch stated there is an area where the board needs to be careful; it is one thing to say people you need to park on the designated and improved parking areas that are there. Chair Gurwitch does not feel comfortable with someone who does not have a

driveway to go through the expense of having curb cut to meet parking requirements but if you have a driveway you must park on it and stop parking 20 cars in your front yard. Commissioner Thomann had fears that everyone will start parking on the street if prohibitive measures are introduced. She used an example of the day care whose patrons park their vehicles on the street making it hard to drive around. Commissioner Myers stated that they have a driveway but still park on the street. Commissioner Nestor said inner city streets without white line down the center were never meant for cars to drive 30 mph each and pass each other with cars parked on both sides of the street. That would actually make the cars slowdown to be able to get around the parked obstacles. According to Ms. Whitmore, staff, thinking about Rosemount McIver Historic District more developments are being built like that with narrower streets because it slows the traffic down than to have wide open streets. Most people have plenty of room to park they just don't want to play the car jockey game.

Chair Gurwitch stated we had a motion on the floor to table the discussion and a second; she asked for vote, the motion passed unanimously. She wants everyone to give some serious consideration to their suggestions as to how the board will deal with this part of the guidelines.

**Item 3. Review pages 27-37**

**B3. Appurtenant Features**

**Page 27**

**Paragraph B3-2 was moved to page 37 as paragraph B11-9**

**B4. Walks, Steps and Driveways**

**Page 28 there were no changes**

**B5. Terraces and Patios**

**Page 29**

**Under 'Guidelines':**

**Paragraph B5-3** replaced "are" with "include but are not limited to" were added.

**B6. Swimming Pools / Hot Tubs**

**Page 29**

Introduction the last line "As of the original 1997 survey Rosemount-McIver Park had no historic swimming pools" was deleted.

Commissioner Thomann questioned a 1997 survey used, citing that there were no historic pools in the Rosemount McIver Park. There was some discussion but eventually that line was deleted.

Commissioner Sheuring asked about setbacks, a pool would have to meet a 20 foot setback which is covered in the UDO according to Ms. Whitmore.

**Page 29**

**Guidelines**

**Paragraph B6-3** was deleted.

**Paragraph B6-4** became **paragraph B6-3.**

**Paragraph B6-5 became paragraph B6-4.**

## **B7. Accessory Structures**

**Page 30**

### **Guidelines**

**Paragraph B7-2** replaced in the last line “match and blend” with “be congruous”

**Paragraph B7-3** replaced “or replicated to match previous or like structures” with “and be congruous to the Historic District”.

## **B8. Parking Areas & Lots**

**Page 31**

Chair Gurwitch stated that all parking should be addressed together. Chair Gurwitch entertained a motion to table page 31, B8 Parking Areas & Lots with parking in the front yards to the November meeting. Commissioner Sheuring moved, seconded by Commissioner Nestor and passed unanimously.

### **B9. Lighting**

**Page 32 & 33**

Deleted the second sentence “If the original fixtures exist on a historic structure, they should be treated as valuable antiques.

Deleted the last sentence “There are many lines of period fixtures now available, and fixtures should be appropriate for the architectural style of the house.

### **Guidelines**

**Paragraph B-9-2** was deleted.

**Paragraph B9-3** became **paragraph B9-2**

**Paragraph B9-4** became **paragraph B9-3**

**Paragraph B9-3** replaced “to” with “should.”

**Paragraph B9-5** was deleted.

**Paragraph B9-6** became **paragraph B9-4.**

## **B10. Signs**

**Page 33 & 34**

Chair Gurwitch reiterated that people are to read the guideline draft before they come to the meeting; if they did not do their homework then they cannot comment. Commissioner Thomann said that she had read the material but had wanted to make sure she understood. Chair Gurwitch stated she wanted to get through this stuff, she didn’t want to be here till eleven (11:00 PM) o’clock. Chair Gurwitch gaveled and stated it is 8:01 let’s move on.

### **Guidelines**

**Paragraph B10-1** replaced “for signs are wood, metal, concrete, and masonry.” with “should be congruous to the historic district.

**Paragraph B10-3** was deleted.

Commissioner Myers stated that some committee members thought these guidelines pertaining to signs might cover part of historic downtown in regard to signage. Ms. Whitmore, staff, advised that these guidelines are for the Rosemount McIver Historic District only; the guidelines are not for historic downtown area. It was addressed that all buildings facing Horner Blvd should be considered commercial buildings. Commercial signs are governed by the Sign Ordinance. According to Ms. Whitmore, maybe the board needs to consider commercial signs in a separate area within the guidelines for residential properties which are converted to commercial or O&I properties.

Chair Gurwitch pointed out that these guidelines were developed by an appointed committee and we are going to allow for guidelines to be implemented with minimal changes; because, the committee had already worked over an extended period of time with the understanding that we would come back and review them again in a years’ time, or whatever we would decide upon; then we could determine if there were problems after we had actually applied them a number of times during the course of the year. She would like for the board to keep that in mind, because the idea isn’t too now come back and gut everything that was done by the committee, but rather to ensure that it is workable as an initial document that we can make changes to in the future if it is deemed necessary. We are not trying to produce a perfect work of art right now; we are trying to create something or approve something that is a workable document that can be improved upon as necessary. Commissioner Sheuring commented that he thought that is what the board is trying to do; he referred to Commissioner Thomann and himself as being in a learning curve thereby having to play catch up and apologized if they have to take a little extra time to understand the document before them. Chair Gurwitch interjected that when she and Commissioner Nestor were on this board they spent hours upon hours at every meeting deciding on items which had already been decided upon by the committee that was appointed to do that. She stated, the committee had done their job, so we shouldn’t be taking hours and hours reading/approving ten pages. Commissioner Thomann concerns were that you accept what was before the board without offering any suggestions that is the impression she gets. There is not a lot of negotiations, no brain storming is appreciated; Chair Gurwitch stated that is not the case; it is offensive to the committee who works on a document for over a year, to have this board tear it apart and rewrite it. Commissioner Thomann responded, you may be as vocal as you like, but for new people who come in here and try to introduce ideas, those would not even be acknowledged or when they are, you’re very limited in accepting them. Ms. Whitmore, staff, commented, that these guidelines were written without any staff input at all; she feels it is important with and is her responsibility to point out what she thinks are issues of understanding; Commissioner Thomann interjected that staff is the resident expert. Chair Gurwitch gaveled bringing the meeting back to order; stating the point is to move through the document, as we have done in the past with every page we have gone over, everyone has been asked to review them and have their proposed input before we come to the meeting; if you have not read it before the meeting, you don’t get to say anything. This is what was said, so that the meetings don’t take that long, so that is what we are going to do. Chair Gurwitch stated, in regards to paragraph B10-6 as an area where the board discussed something for twenty minutes talking about something unnecessarily.

Commissioner Thomann left the board meeting and departed at 8:20 PM. There was a quorum available to conduct business after her departure.

**Paragraph B10-5** was deleted. The illustration for window signs was also deleted.

**Paragraph B10-6** was deleted.

Commissioner Sheuring stated, there is some contention here going on, we've already lost one board member because of the heated topic and it needs to be noted. He has never been in this position before but he is in agreement and takes offense to the fact that he feels this is getting shoveled through without Commissioner Thomann's complete understanding of the process. Chair Gurwitch understands why Commissioner Sheuring felt this way; she asked him to understand that a committee was specifically appointed to develop these guidelines and at the beginning of the review process it was stated that we would ask everyone to read through the guidelines and come up with their recommended changes; so we wouldn't spend countless hours reviewing the guidelines. The guidelines are developed and approved by the board, Ms. Whitmore's input and guidance is always valued and important and it always has been, but that doesn't mean we will spend hours talking about it; we just simply aren't going to do that. Ms. Whitmore, staff, disagreed with paragraph B10-9; she felt that painting top of transom would be inappropriate; Commissioner Nestor believed it should be struck since it does not exist.

**Paragraph B10-9** was deleted.

**Paragraph B10-4** became **paragraph B10-3**.

**Paragraph B10-7** became **paragraph B10-4**.

**Paragraph B10-8** became **paragraph B10-5**.

## **B11. Fences and Walls**

**Page 35-37**

### **Guidelines**

**Paragraph B11-2** replaced "blend with the nature of" with "are congruous with"

**Paragraph B11-2** deleted "Designs should be based on accurate documentation of similar designs from the area and time period."

**Paragraph B11-3** was rewritten to read, "New fences or wall should be congruous with the character of the Historic District."

**Paragraph B11-4** deleted the sentences in the parentheses, "(Consideration for grade, elevation and design shall be given when reviewing heights and exact placement. However, 48" and 8' from grade respectively shall never be exceeded.)"

**Paragraph B11-5** was deleted.

**Paragraph B11-6** deleted the words, "and side" in the second sentence.

**Paragraph B11-7** was deleted.

**Paragraph B11-8** was deleted.

The illustration on page 36 was allowed; with the following verbiage: “Railroad ties and landscape timbers are ‘examples of’ inappropriate materials for retaining walls in a principle elevation.”

**Paragraph B11-6** became **paragraph B11-5**.

**Paragraph B11-11** became **paragraph B11-6**.

**Paragraph B11-12** became **paragraph B11-7**.

**Paragraph B11-13** became **paragraph B11-8**

**Paragraph B11-14** became **paragraph B11-9**; **Paragraph B11-9** was changed to read, “Pet enclosures may be allowed and shall be placed in the rear yard, screened from view by approved fencing or evergreen vegetation.”

Pages 38-48 of the draft guideline will be reviewed at the next meeting in November. Chair Gurwitch wants all members to come with their appropriate changes annotated in their books for discussion.

## **5b. Local Landmark Plaques**

Ms. Whitmore, staff, provided a packet of Local Landmark Plaques for the board’s consideration (included by reference). There was a discussion regarding the distinction of the plaques, and that the New Braunfels plaque would be a best fit.

Commissioner Nestor moved to adopt the New Braunfels, TX design plaque for Sanford’s landmark designation. Seconded by Commissioner Sheuring and passed unanimously.

## **6. NEW BUSINESS:**

- a. Staff provided updates on minor approved COA's (see list included by reference).
- b. Review of Downtown Design Guideline for treatments of windows in Downtown Historic District.

Ms. Whitmore, staff, wanted to bring to the attention of the board on Wicker Street the billiard hall, the barber shop, and drycleaners have LED lights inside with a scrolling/flashing sign. She wanted to bring it to the board’s attention that on North Steele Street there was an Internet Sweepstakes; we want to ensure that downtown Sanford does not become a Potterville. Mr. Montgomery wanted Ms. Whitmore to address the Historic Preservation Commission to amend the downtown guidelines to address interior lighting and interior signage. Whoever already has it will be grandfathered; if they remove it will be gone. She understood someone else wants to open an internet sweepstake in downtown on the corner of Horner and Wicker. There is nothing in the downtown guidelines that she can use to restrict it. The board may want to look that over and come up with something. Chair Gurwitch suggested that everyone look at the guidelines and be prepared to discuss this at the next

meeting as part of the agenda.

c. Cellular Based Mobile Tours

Ms. Whitmore, staff, explained that cellular based mobile tour allows for someone to tour the Rosemount McIver Historic District on your cell phone. You dial in on a number and get a recording regarding that structure. The cost is \$1,500 per year, \$125.00 per month and they have three different packages with different costs. There are some grants we could apply for and included in next year's budget. Commissioner Nestor expanded on how this system works with the QR code and be assigned to a YouTube video site or a website. This could be used for significant places around Sanford. Point of contact is: Oncellsystems.com.

**ADJOURNMENT:**

Commissioner Sheuring made a motion to adjourn. Seconded by Commissioner Myers, the motion passed unanimously. The meeting adjourned at 9:01 PM.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_

Respectfully submitted,

\_\_\_\_\_  
**Chair, Shannon Gurwitch**

**ATTEST:** \_\_\_\_\_  
**Clerk, Bruno Pursche**