

**MINUTES OF THE REGULAR MEETING OF THE
SANFORD HISTORIC PRESERVATION COMMISSION
WEST END CONFERENCE ROOM
7:00 PM, MONDAY NOVEMBER 26, 2012
SANFORD MUNICIPAL BUILDING**

Roll Call:

Commissioners Present: David Nestor, John Lipscomb, Ash Worboys, & Cheryl Myers

Commissioners Absent: John Sheuring, Shannon Gurwitch, & Carla Thomann

Staff Present: Liz Whitmore, Staff
Susan Patterson, City Attorney
Bruno Pursche, Board Clerk

Government Official Present: Councilman Sam Gaskins

APPROVAL OF THE AGENDA FOR NOVEMBER 26, 2012

Vice-chair David Nestor called the meeting to order. Board Clerk, Bruno Pursche called the roll. Vice-chair Nestor moved to table item 5. A. 2 (Further Discussion on B2-11 Parking in yards) on the agenda, Commissioner Myers seconded and the motion passed unanimously. Vice-chair Nestor asked for approval of the agenda, as amended by tabling of item 5. A. 2. Commissioner Myers moved to approve the amended agenda. Seconded by Commissioner Worboys, the motion passed unanimously.

APPROVAL OF MINUTES FOR OCTOBER , 2012

Vice-chair Nestor entertained a motion to approve the October, 2012 minutes; Commissioner Worboys moved and seconded by Commissioner Myers and passed unanimously.

There was no Public Comment.

OLD BUSINESS:

5a. Rosemont McIver Park Historic District Guidelines Final Draft

Item 1. Review pages 38-48:

C. Building Exterior

Page 38

C1. Architectural Components and Details

Guidelines

Paragraph C1-3 deleted second sentence, "The owner should never try to make a building look older than it is by using details belonging to a previous period or create false historic details."

Paragraph C1-4 deleted "such as plywood, vinyl, and aluminum that would not have been used nor

been available in the original construction”

C2. Foundations

Page 39

Deleted paragraph 2 of the introduction

Guidelines

Paragraph C2-1 deleted “For recycled bricks, the weathered side should be put on the outside.”

Paragraph C2-4 replaced “framed” with “formed” changed “foundation” to “foundations” and deleted “material”

Page 40

Paragraph C2-5 deleted second sentence “The infill should be slightly recessed (Min.3/4” –Max. 2”).”

Paragraph C2-7 deleted second sentence “Vents should be painted a color that blends with the existing foundation color if technically feasible.”

C3 Masonry

Guidelines

Page 40 &41

Paragraph C3-2 replaced “shall” with “should complement and”

Paragraph C3-3 replaced “that duplicate” with “to”

Deleted the second sentence “Colored sands or mineral pigmented mortar can be used to match the existing mortar.”

Paragraph C3-4 deleted word “not” and “except”

C4 Chimneys

Page 41 and 42

Deleted part of the introduction, “Chimneys which have not been used for some time should be inspected before they are reused. Many are unsafe due to deterioration or the need for flue liners. Chimney caps have become an integral element to the external features of a historic structure and have taken on a variety of shapes and forms. Most recently, formed sheet metal or cast iron has been used.”

Guidelines

C4-1 deleted “when technically feasible”

C4-4 placed “;” behind the word “acceptable” and deleted the word “if” replaced “are” with “should be” and deleted the word “do” (to read: “ Metal caps are acceptable; they should be unobtrusive and not alter the design of the chimney.”)

Paragraph C4-5 was deleted.

Vice- Chair Nestor explained step flashing and band flashing to the board.

Paragraph C4-6 deleted second sentence “Flashing should be preserved and repaired or replaced with the same design or appropriate materials.”

Paragraph C4-6 became **Paragraph C4-5**.

C5 Roofs

Page 42 thru 45

There was a lot of discussion regarding guidelines in the introduction among staff, the attorney and the board with the following results:

Deleted part of the introduction, **Paragraph (1)** “Every effort should be made to preserve and maintain them. Changes to roofs, such as raising or lowering the pitch, removing or altering the appearance of dormers, turrets, and balustrade, are prohibited.” **Paragraph (2) (3) (4)** was deleted. **Paragraph (5)** deleted “Tar or roofing cement is an unacceptable substitute for properly installed flashing.” and “Valley flashing material, consisting of copper, galvanized sheet metal, or aluminum with a baked enamel finish, should be used.” **Paragraph (6)** was deleted.

Guidelines

Paragraph C5-3 replaced “Raising or lowering” with “It is appropriate to retain” replaced “or removing” with “and” replaced “is not allowed” with “when feasible”.

Paragraph C5-4 replaced “such as” with including but not limited to”.

Paragraph C5-5 deleted “replacement or” replaced “repair” with “repairing” deleted the word “composition,”.

Paragraph C5-6 added the word “When” at the beginning of the paragraph.

Vice-chair Nestor explained the composite of an SBS modified asphalt roof.

Paragraph C5-7 replaced the word “shall” with “should”.

Paragraph C5-8 replaced the word “shall” with “should”.

C6 Architectural Metals

Page 45

Guidelines

Paragraph C6-1 sentence two, deleted the word “new” and “that” replaced “matches” with “similar to” deleted “in composition, dimension, shape, detail and texture” sentence three, deleted the word “only”

C7 Siding and Trim

Page 45 thru 47

Deleted paragraph (2) of the introduction

Guidelines

Paragraph C7-1 added “included but not limited to” was added behind “the character of exterior walls” replaced “shall” with “should”.

Paragraph C7-2 replaced “structure” with “exterior” replaced “historic structure” with “exterior”.

Paragraph C7-3 replaced “structure” with “exterior”.

Paragraph C7-7 was deleted.

Paragraph C7-8 was deleted.

Paragraph C7-9 became **paragraph C7-7**.

Paragraph C7-10 became **paragraph C7-8**.

Vice-chair Nestor recommended stopping at this point and considering page 47 through page 54 for the next meeting on December 17.

5b. Discussion of Downtown Design Guidelines for treatments of windows in Downtown Historic District

Ms. Whitmore, staff, provided information regarding lighting and signs in pictures and an e-mail sent to board members on October 25, 2012 (included by reference) regarding the exterior of certain businesses in the downtown area. She further addressed what is allowed as window treatments in the matrix which was provided (included by reference). There is nothing that she can do to restrict the interior lighting as seen in the pictures from happening downtown. Only static lights may be used by businesses. Another internet sweepstakes business may be installed on the corner of Horner Blvd and Wicker Street; one has been approved for Steele Street but there are ownership issues that must be cleared up first. Vice-chair Nestor came to the defense of the business owners even if the lights are tacky; stating that when you go downtown at night you can see that there is life. Lighting is cool but maybe we could get the lighting tuned down a bit so it would not be so carnival. Ms. Whitmore, staff, stated that interior lighting is something the board may want to look at for future reference, since at this time there is no control over interior lighting. Businesses may place any kind of lighting they want in their windows as long as it is static and not moving or changing colors. Attorney Patterson stated we do not tell any stores how they can light their interiors. All regulations regarding signs are for external signs not internal. Attorney Patterson suggested that if this board wanted they could have the Appearance Commission consider the lighting situation and bring it before the Council.

Vice-Chair Nestor made a motion to request that the appearance commission address the lighting issue with a recommendation to council. Seconded by Commissioner Myers and passed unanimously.

5c. Cellular Based Mobile Tours

Ms. Whitmore, staff, provided a handout for the town of Cheraw, SC (included by reference) of their cellular based mobile tour. She called SHPO about a grant who contacted the National Park Service;

the National Park Service would consider this because it would be educational tool which is one of the charges of the Historic Preservation. It is her goal with direction from the Commission to proceed and apply for a grant with the National Park Service through SHPO.

Commissioner Myers moved for Ms. Whitmore, staff; go ahead with the grant application process for the cellular based mobile tour. Seconded by Commissioner Worboys and passed unanimously.

Ms. Whitmore, staff, presented a proto type plaque which was approved at the last meeting (included by reference). During discussion is it was agreed by the board to delete “designated by ordinance city council” and adding “circa, and date” at the bottom of the plaque.

6. NEW BUSINESS:

Staff provided updates on minor approved COA's (see list included by reference).

Attorney Patterson requested that the meeting for December be advertised since it is not being held on the normal fourth Monday of the month.

ADJOURNMENT:

Commissioner Lipscomb made a motion to adjourn. Seconded by Commissioner Worboys, the motion passed unanimously. The meeting adjourned at 9:15 PM.

Adopted this _____ day of _____

Respectfully submitted,

Vice Chair, David Nestor

ATTEST: _____
Clerk, Bruno Pursche