

Historic Preservation Commission  
Minutes - February 14, 2023

1. Call to Order: Chairman Moore called the meeting to order at 6:00pm.

2. Roll Call: Chairman Moore; Commissioners Beroza, Nelson, Sanders, Griffin, and Moore were present.

Staff: Bryan Wood – Community Development Director and Christine Sewell – Recording Clerk.

3. Citizens with Input – None

4. Announcements – Chairman Moore referred to the notice listed.

a. Please place cell phones on silent mode.

5. Approval of the Agenda

Commissioner Griffin motioned to approve the agenda as presented; Commissioner Beroza seconded; all in favor and was unanimously approved.

6. Approval of Minutes – January 24, 2023, Inaugural Meeting

Commissioner Nelson motioned to approve as submitted; Commissioner Sanders seconded; all in favor and was unanimously approved.

7. Old Business

a. Review and Approval of Bylaws

Commissioner Beroza motioned to approve as submitted; Commissioner Sanders seconded; all in favor and was unanimously approved.

b. Review and Approval of Hearing Procedures

Mr. Wood advised the one change as it related to why Council was listed is the procedures were written as Council and the Commission have to hold public hearings. Chairman Moore asked for clarification on the hearing process; Mr. Wood reviewed.

Commissioner Griffin motioned to approve as submitted; Commissioner Nelson seconded; all in favor and was unanimously approved.

8. New Business

a. Establish boundaries for proposed district including Clinchfield, Washington, Evergreen, and Duncan area.

b. Determine contributing and noncontributing structures.

Mr. Wood provided a map of the current three districts initially discussed in January and for discussion to keep as currently designated or revise. Mr. Wood noted the process is to re-establish the current districts with or without modification. In discussion the Commission suggested including the nine properties on Masse Lane and Cater Avenue and create one district Washington-Evergreen. Commissioner Griffin inquired about the commercial properties being

incorporated into the downtown district. Mr. Wood noted the board of education facility can be in or out but would not have to follow guidelines due to state regulations governing school boards. Mr. Wood noted properties in the downtown area would following specific design guidelines for that district and the Commission may want to look at establishing guidelines on the type of structure. The question arose if paint color can be governed; Mr. Wood advised it could not be as the state historic commission does not allow. On conclusion of discussion, it was the consensus of the Commission to combine all districts into one which includes three non-contributing parcels and five vacant lots. Mr. Wood advised the next steps would be to prepare for the report for Dept. of Community Affairs for review which could take 30 days and then proceed with the public hearings.

With regard to non-conforming structures a Certificate of Appropriateness will have to be reviewed and there is one specifically for the historic district and downtown.

Commissioner Beroza motioned to amend the district as discussed and rename as Washington Evergreen; Commissioner Griffin seconded; all in favor was unanimously approved.

9. Other Business

- a. Commission questions or comments – None

10. Adjournment: there being no further comment to come before the Commission the meeting was adjourned at 7:05pm.

*Approved 03.27.23*