

Historic Preservation Commission
Minutes- July 8, 2025

1. Call to Order: Chairman Griffin called the meeting to order at 6:01pm.
2. Roll Call: Chairman Griffin; Commissioners Beroza, Hubbard, and Taylor were present. Commissioner Sanders was absent.

Staff: Bryan Wood – Community Development Director, Emily Carson – Community Planner, Tabitha Clark – Communications Director, and Christine Sewell – Recording Clerk

Guests: Harrison Casey, Dawn Kyle, and Bill McGinnis.

3. Citizens with Input – None
4. Approval of the Agenda – Commissioner Beroza motioned to approve as submitted; Commissioner Taylor seconded; all in favor and was unanimously approved.
5. Approval of Minutes – June 10, 2025, meeting – Commissioner Taylor motioned to approve as presented; Commissioner Hubbard seconded; all in favor and was unanimously approved.
6. Announcements – Chairman Griffin referred to the notices as listed
 - a. Procedures for Public Hearings
 - b. Please place cell phones in silent mode
7. Old Business - None
8. New Business
 - **COA 0092-2025** – Accessory structure and extension of back porch at 701 Evergreen Street. The applicant is Harrison Casey.

Mr. Wood read the request, along with staff responses, which was to install a new 12' X 16' accessory storage shed; remove an existing pergola and extend the porch roof over the area of the pergola. The accessory structure will be clad in cement fiber siding with asphalt shingles to match the primary structure. The proposed extension of the rear porch roof will not be visible from Evergreen Street but will be slightly visible from Duncan Avenue. The new storage shed will be located in the northwest corner of the back yard. While there is a 6' tall privacy fence around the property, the upper portion of the structure will likely be visible from both streets.

Chairman Griffin opened the public hearing for comment in favor or opposed; there was no public comment, and the public hearing was closed at 6:07pm.

Commissioner Beroza asked the applicant which direction the structure would face; the applicant Mr. Harrison Casey advised northwest and the roof line will match the main dwelling.

Commissioner Berzoa motioned to approve the application as submitted; Commissioner Hubbard seconded; all in favor and was unanimously approved.

- **COA 0093-2025** – Extend front porch, landscaping, reside exterior, new fence, replace windows at 814 Washington Street. The applicant is James Kyle.

Mr. Wood read the request, along with staff responses which is to remove the vinyl siding and replace with wood lap siding; replace windows with fiberglass-clad wood windows; add windows on the rear addition; extend the front porch across the full width of the front façade; replace porch railing with a traditional picket; replace front door with more windows; and remove façade extension on front left. The house has both Craftsman and English Vernacular Revival elements constructed circa 1942. Mr. Wood noted the following from the staff report:

- Siding Replacement: Replacing the siding is consistent with the design guidelines.
- Window Replacement: The existing and original 1-over-1 windows are not character-defining elements of the house. One 6-over-1 window exists on the rear façade. The applicant proposes custom 6-over-6 Marvin wood windows with a fiberglass exterior cladding. These windows have an integrated exterior grid with appropriate dimensions and depth.
- Window Additions: The area in which additional windows are proposed is clearly an addition on the southeast corner of the house. Additional windows would break up the expanse of siding and be more consistent with openings on other facades of the house.
- Front Porch: The proposed extension of the front porch, if extending to the corner of the actual house, is only about 4 feet from the existing porch. This would not permanently alter the character of the house.
- Porch Railing: Based on the historic photo of the house, porch railings were not used. Because of the height of the porch above the surrounding grade, building codes do not require a railing. The proposed picket railing would not permanently alter the character of the house.
- Front Door Replacement: Based on the historic photo of the house a full- or ¾-light door would be appropriate.
- Remove Façade Extension: Based on the historic photo of the house, the “English Vernacular Revival” extension is original to the house. It should not be removed. Replacing the existing lattice gate with a gate similar to the one in the historic photo would be appropriate.

Mr. Wood advised staff was recommending approval of the proposed modifications, excluding removal of the façade extension.

Chairman Griffin opened the public hearing at 6:12pm and called for anyone in favor or opposed to the request. Ms. Dawn Kyle, owner of the property, understood not removing the façade extension and concurred with staff. There being no further public comment the public hearing was closed at 6:16pm.

Commissioner Beroza asked Ms. Kyle if she would take the patio to the end of the house or would leave as is now; Ms. Kyle advised the front would be left as is and is amendable to not removing the façade extension. Chairman Griffin advised the extension is original to the home and thus the need for it to remain.

Commissioner Hubbard motioned to recommend approval of the application as submitted with the condition the façade extension not be removed; Commissioner Taylor seconded; all in favor and was unanimously approved.

- **COA 0099-2025-** Replace vinyl siding, add garage doors, replace existing handicap ramp with aluminum ramp, and add small parking area at 1100 Swift Street. The applicant is First Baptist Church of Perry, Inc.

Mr. Wood read the request, along with staff responses, which was a proposal to replace existing vinyl siding with new vinyl; replace the existing handicap access ramp with an aluminum ramp; and add an asphalt parking area behind the house with access from First Street. The HPC has determined that replacing vinyl siding with vinyl siding is acceptable. None of the existing details of the house should be removed or covered. The aluminum handicap ramp will be located on the side elevation facing First Street. A black aluminum ramp would be less visually disruptive. Installation of the ramp should not cause permanent damage to the historic structure. The proposed parking area will be located between the existing garage and First Street, in the area of the existing driveway. Because the parking area will be adjacent to First Street, a landscape buffer should be installed adjacent to the public sidewalk. Staff is recommending approval as presented with the following conditions: Aluminum handicap ramp shall be black and landscape buffer, complying with the street buffer requirements, shall be installed between the parking lot and the public sidewalk on First Street.

Chairman Griffin opened the public hearing at 6:21pm for public comment in favor or opposed to the request.

Mr. Bill McGinniss on behalf of the church, reiterated the request, but requested the handicap ramp be wood in lieu of aluminum, and although it was not on the application to the left of the garage there is a glass block wall they wish to remove and close in. Chairman Griffin asked Mr. Wood if they could consider this; Mr. Wood advised the public notice does not specify the request, but the proper notice was done, is not primary on the façade, so therefore would be appropriate for the Commission to consider, if they chose to. Chairman Hubbard asked what the glass was to be replaced with; Mr. McGinnis advised closing it in and with vinyl siding; Commissioner Taylor asked if the stairs and door were to remain; Mr. McGinnis advised they would. Commissioner Beroza asked about the length of the ramp; Mr. McGinnis advised it would follow ADA requirements and turn into the new parking. Commissioner Beroza asked if the tree would be removed; Mr. McGinnis advised it would not be. Chairman Griffin voiced concerned with the modification to the application and possibly setting a precedence; Mr. Wood advised it was possible, but all cases are reviewed on an individual basis.

Commissioner Berzoa motioned to approve the application as submitted and to include enclosing the glass block window on the rear of the structure and using wood rather than aluminum for the ramp and the approval also requires compliance with the street buffer standards in Section 6-3.6 of the City's Land Management Ordinance as the proposal is consistent with the applicable design guidelines for the Washington-Evergreen Historic District; Commissioner Hubbard seconded; all in favor and was unanimously approved.

9. Other Business

- a. Discussion of social media posting – Ms. Tabitha Clark presented friendly reminders about posting to social media, although there are no specific guidelines for the various boards and commissions, it is important to remember any posted misinformation could be problematic for the city and its image, and in today's culture there is already a lot of misinformation

posted and staff is always available if there are any questions/concerns. Ms. Clark advised she was not directing the Commission not post just to be mindful and there are avenues the city uses to disseminate information, such as newsletters and podcast.

b. Commission comments and questions – none

10. Adjournment- there being no further business to come before the Commission the meeting was adjourned at 6:50pm.

Approved 08.12.25