

Historic Preservation Commission
Minutes - April 14, 2026

1. Call to Order: Chairman Griffin called the meeting to order at 6:00pm.
2. Roll Call: Chairman Griffin; Commissioners Beroza, Hubbard, Sanders and Taylor were present.

Staff: Christine Sewell – Recording Clerk and Andrew Klug – Community Development Utility Inspector

Guests: Matthew Spires

3. Citizens with Input – None
4. Approval of the Agenda – Commissioner Beroza motioned to approve as presented; Commissioner Taylor seconded; all in favor and was unanimously approved.
5. Approval of Minutes – March 10, 2026, meeting – Commissioner Sanders motioned to approve as submitted; Commissioner Hubbard seconded; all in favor and was unanimously approved.
6. New Business
 - a. **COA 0038-2026.** 902 Washington Street – New fencing, landscaping, and rear accessory structure. The applicant is Matthew & Michelle Spires.

Mr. Klug read the staff report which requests approval to install a picture-frame-style gate on both sides of the home facing Washington Street. The gate will run perpendicular to the right-side fence, enclosing the backyard. Tree coverage will mostly obscure the left-side gate. Both gates will start a few feet beyond the driveway. The right-side gate will remain visible due to the open yard. The applicant also requests approval for a 10' x 20' portable storage building that complements the main structure's design. The building will be placed near the tree line at the back of the property, away from the property line. This will be their second storage building. They will meet the Land Management Ordinance's spacing and lot coverage requirements. The rear of the lot is landlocked and not visible from Gilmer or Evergreen Streets. Mr. Klug advised the Design Guidelines require fences, gates, and retaining walls to be behind the façade wall, designed to suit the house, and made from traditional materials like wood. The proposed fence meets these standards for style, placement, and materials. The gate will not connect to the neighbor's fence but will appear to fully enclose the backyard and provide screening for accessory structures. Design Guidelines require new outbuildings to use materials compatible with the main structure, be situated well behind the house's rear wall, remain unattached, and stay in scale with the house. The applicant has submitted examples and requests the Commission's suggestions. Because the fence will block public view, staff recommends designing the building to complement, not mimic, the house. If the Commission rejects the fence, the building should mimic the main structure. Staff is recommending approval with the following condition: If the Commission decides against the gate, the accessory structure must mimic the main structure.

Chairman Griffin opened the public hearing at 6:04pm and called for anyone in favor of the request. The applicant, Mr. Spires, reiterated the request and advised the fence will be stained to a natural wood color and most likely will obstruct the adjoining neighbors' vinyl fence. Commissioner

Sanders asked if the fence was in the back; Mr. Spires said yes and will be for privacy and wide enough for a lawn mower to go through. Commissioner Beroza asked Mr. Spires if there was a preference of the two accessory structures shown; Mr. Spires advised there was not and it would be painted to match the main dwelling.

Chairman Griffin called for anyone opposed; there being none the public hearing was closed at 6:08pm.

Commissioner Beroza advised he had no concern with the fence nor the accessory structure.

Commissioner Beroza motioned to approve the application as presented that includes the fence and gate and with no visibility from the road, the accessory structure; Commissioner Hubbard seconded; all in favor and was unanimously approved.

Commissioner Sanders rescued herself from the meeting as case #0036-2026 is her personal residence.

- b. **COA 0036-2026.** 810 Washington Street – Addition of metal handrails on front porch. The applicant is Val Sanders.

Mr. Klug read the staff report which requests a 6' long and 1.5' high metal hand railing detail along the front porch steps. The insurance company requested that the applicant submit this railing to the Commission for review. The goal is to increase the safety and usability of the steps. The railing is designed for future removal without negatively impacting the original staircase. The current design guidelines caution against adding architectural details where none originally existed. They require approval for details such as handrails and brackets. However, if details are added, the items should match the scale and complement the home's existing features. The banister, if approved, would be an appropriate height and would provide stability and increased safety and would be painted to match the cream color of the current railing. The proposed banister design mimics a wrought iron railing, a style often seen in Queen Anne homes like this one. Staff believes adding the railing would not harm the character of the home or nearby properties and recommends approval as presented.

Chairman Griffin opened the public hearing at 6:11 pm and called for anyone in favor of the request. The applicant, Ms. Val Sanders, reiterated the request and noted her insurance company is requiring, and that there are other homes on the street with similar type handrails, and the color will be cream and is reversible.

Chairman Griffin called for anyone opposed; there being none the public hearing was closed at 6:13pm.

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

7. Adjournment: there being no further business to come before the Commission, the meeting was adjourned at 6:15 pm.

Approved 05.12.26