



EXCERPT OF MINUTES  
THE HISTORIC LANDMARK PRESERVATION COMMITTEE  
REGULAR MEETING  
TUESDAY, NOVEMBER 22, 2016 – 6:30 P.M.  
CITY COUNCIL CHAMBERS



**MEMBERS PRESENT:**

Vice Chair - Dee Hinkle  
Patricia Siegfroid-Giles  
Gilles Delaisse

**STAFF PRESENT:**

Kelley Frazier, Development Coordinator  
Shai Roos, Planning Consultant (Stantec)

**CALL TO ORDER**

Vice Chair called the meeting to order at 6:35 p.m. on November 22, 2016.

1. Consider approval of minutes from the October 25, 2016 HLPC meeting.

Commissioner Siegfroid-Giles requested the comment about the paint selection be removed from the October Minutes regarding 337 South Dallas Avenue.

Commissioner Hinkle requested that conversations regarding cases specific to the Historic Guidelines be included in future minutes.

**A MOTION WAS MADE BY COMMISSIONER SIEGFREID-GILES AND SECONDED BY COMMISSIONER DELAISSE TO APPROVE THE MINUTES WITH CORRECTIONS FROM OCTOBER 25, 2016.**

**AYES: HINKLE, SIEGFREID-GILES, DELAISSE**

**NAYS: NONE**

**THE MOTION CARRIED 3-0**

**ACTION ITEMS**

2. HLPC 16-10 Discuss and Consider a Certificate of Appropriateness to install a four foot (4') wooden picket fence in the front of the property located at 303 South Dallas Ave.

Ms. Roos read the staff report into the record.

Vice Chair Hinkle requested a drawing showing the fence location be added to the Certificate of Appropriateness.

Commissioner Delaisse indicated that the he spoke with the owner and the fence will be painted white to match the existing.

**A MOTION WAS MADE BY COMMISSIONER DELAISSE AND SECONDED BY COMMISSIONER SIEGFREID-GILES TO RECOMMEND APPROVAL OF THE CERTIFICATE OF APPROPRIATENESS FOR A FOUR FOOT PICKET FENCE PAINTED WHITE AND IN THE LOCATION INDICATED ON THE REVISED DRAWINGS AT THE LOCATION OF 303 SOUTH DALLAS AVENUE.**

**AYES: HINKLE, SEIGFREID-GILES, DELAISSE**

**NAYS: NONE**

**THE MOTION CARRIED 3-0**

3. HLPC 16-11 Discuss and Consider a Certificate of Appropriateness to install a six foot (6') wooden gate and install an awning at the property located at 312 North Dallas Avenue.

Ms. Roos read the staff report into the record.

Vice Chair Hinkle read into the record Section 3.1.5 New or Replacement Side and Rear Porches

Reconstruction or replacement of a missing side or rear porch shall be based on accurate evidence of the original configuration, placement, and detail, and supplemented with historic photographs that show the original porch. If no photographs or other documentation is available (as is often the case with side and rear porches), and it is desired to rebuild a porch where there was one originally, similar houses in the neighborhood should be canvassed to determine elements that are common to most houses. These elements can then be incorporated into a new porch design. However, adding a new porch to a prominent side elevation where none historically existed is inappropriate and is not allowed. Adding a new porch to a rear elevation that is located in a back yard and not visible from the public right-of-way is allowed.

Recommended:

- Such reconstruction, replacement or new porches (at rear elevations) porches should not obscure historic elements of the house, shall be located near the rear of the house (for side porches), should not be easily visible from the public right-of-way, and shall be of a simple design that does not detract from the historic house.

With that being said, Vice Chair Hinkle requested that the porch posts remain simple as shown in the picture and that the roof be composite wood shingle to match the existing home.

**A MOTION WAS MADE BY VICE CHAIR HINKLE AND SECONDED BY COMMISSIONER DELAISSE TO RECOMMEND APPROVAL OF THE CERTIFICATE OF APPROPRIATENESS FOR THE INSTALLATION OF A 6 FOOT WOODEN GATE AND PAINT TO MATCH EXISTING HOUSE, AND INSTALL AN AWNING WITH COMPOSITION SHINGLE ROOF TO MATCH THE EXISTING HOME AT THE LOCATION OF 312 NORTH DALLAS AVENUE.**

**AYES: HINKLE, SEIGFREID-GILES, DELAISSE**

**NAYS: NONE**

**THE MOTION CARRIED 3-0**

4. HLPC 16-12 Discuss and Consider a Certificate of Appropriateness to repair and replace damaged wood, paint the entire house, and replace three doors and one doggie door at the property located at 529 North Henry Street.

Ms. Roos read the staff report into the record.

**A MOTION WAS MADE BY COMMISSIONER SIEGFREID-GILES SECONDED BY COMMISSIONER DELAISSE TO RECOMMEND APPROVAL OF THE CERTIFICATE OF APPROPRIATENESS TO REPAIR AND REPLACE DAMAGED WOOD, PAINT THE ENTIRE HOUSE, AND REPLACE THREE DOORS AND ONE DOGGIE DOOR AT THE PROPERTY LOCATED AT 529 NORTH HENRY STREET.**

**AYES: HINKLE, SEIGFREID-GILES, DELAISSE**

**NAYS: NONE**

**THE MOTION CARRIED 3-0**

A MOTION WAS MADE BY COMMISSIONER DELAISSE AND SECONDED BY COMMISSIONER SIEGFREID-GILES TO ADJOURN THE MEETING.

AYES: HINKLE, SEIGFREID-GILES, DELAISSE

NAYS: NONE

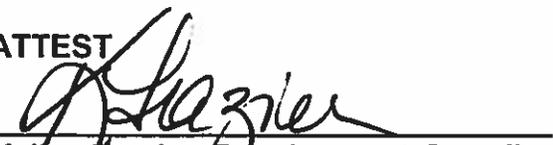
THE MOTION CARRIED 3-0

THE MEETING WAS ADJOURNED AT 7:18 P.M.

ADJOURNMENT

  
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Glenn Hooper, Chair

ATTEST

  
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Kelley Frazier, Development Coordinator