

Camden Historic Landmarks Commission (CHLC)

Regular Meeting Minutes
Tuesday, September 1, 2015
5:00 PM
City Hall

PRESENT

Donna Freyer
Mary Foster Cox
William “Rusty” Major, Acting Chair
Nancy Wylie
Shawn Putnam (staff)
Amy Stenger (staff)

ABSENT

Allen Roberts, Chairman

GUEST(s)

Alice Boykin, Fenn Starrat, Isabella Strickland

1. CALL TO ORDER

A quorum being present, Acting Chairman Rusty Major called the meeting to order at 5:00 p.m.

2. APPROVAL OF MINUTES

Nancy Wylie stated that the minutes showed she was in attendance at the July meeting, but she was not. Acting Chairman Major called for a motion of acceptance for the July 1st, 2015 Regular Meeting Minutes. Commissioner Cox made a motion, seconded by Commissioner Freyer, followed by discussion, to approve the minutes of July 1st, 2015 meeting as amended. The motion carried unanimously.

3. REVIEW OF CERTIFICATE OF APPROPRIATENESS:

(Detailed information pertaining to COA reviews is available through the Building Department and the CHLC)

A. COA APPLICATIONS FOR COMMISSION REVIEW

18.15

• **1307 Broad Street**

Owner: Alice Boykin

Project Description: Replace sign at Greenleaf Villa and add tenant signs.

• **Presentation of Project**

Staff member Shawn Putnam provided a report summarizing the COA. Commissioner Major clarified that the COA application is for all the signs on the pole. The commission encouraged Ms. Boykin to include the circa date, 1810, to the top sign. Ms. Boykin agreed to have the sign company add the circa date.

- **Motion**

Commissioner Cox made a motion, seconded by Commissioner Freyer, followed by discussion, voted to approve the COA #18.15 – 1307 Broad Street – with the following modifications and recommendations: add the circa date to the sign. The motion carried unanimously.

26.15

- **1809 Brevard Place**

Owner: Fenn Starrat

Project Description: Repaint house with colors Eliza Lucas, Oyster Shell, and Ginko.

- **Presentation of Project**

Fenn Starrat stated that she believes the new paint will be an upgrade to the house. She showed the commission pictures of her current home and others around the neighborhood that are inspiration for her project. Commissioner Wylie clarified that the entire columns will be painted in Ginko, not just the trim on the columns. Staff member Shawn Putnam affirmed the need for the house to be painted and commended her ability to be flexible and work within guidelines for color options.

- **Motion**

Commissioner Wylie made a motion, seconded by Commissioner Cox, followed by discussion, voted to approve the COA #26.15 – 1809 Brevard Place – with the following modifications and recommendations: Repaint house with colors Eliza Lucas, Oyster Shell, and Ginko. The motion carried unanimously.

27.15

- **411 Laurens Court**

Owner: Isabella Strickland

Project Description: Replace existing asphalt shingle roof with metal roof, Charleston Green in color.

- **Presentation of Project**

Isabella Strickland proposed to put a metal roof on top of the existing asphalt shingles. She stated that this will help her avoid the mess of having nails in her yard, should the asphalt shingles be removed. She would like the roof to be painted Charleston Green / Forest Green.

- **Motion**

Commissioner Wylie made a motion, seconded by Commissioner Cox, followed by discussion, voted to approve the COA #27.15 – 411 Laurens Court – with the following modifications and recommendations: Put a metal roof on top of the existing asphalt shingles. The motion carried unanimously.

#28.15

- **1715 Mill Street**

Owner: Gale Lipps

Project Description: Replace rotting wood under 3 windows.

- **Presentation of Project**

This COA application came in a day and half after the deadline. Because it is a time-sensitive project, Chairman Roberts gave him permission to include it in the agenda. Shawn Putnam went on to describe the COA application. He stated that rotting wood sills are causing significant water intrusion when it rains. The house currently has aluminum siding on the house. The home owners want to replace the affected siding (around the windows) with Hardie Plank instead of aluminum with the intent to replace the all the siding with Hardie Plank over time. Commissioner Major and Staff member Shawn Putnam stated that making an exception to the timeframe is appropriate.

- **Motion**

Commissioner Cox made a motion, seconded by Commissioner Freyer, followed by discussion, voted to approve the COA #28.15 – 1715 Mill Street – with the following modifications and recommendations: Replace rotting wood sills and repair affected siding with Hardie Plank. Applicant must obtain another COA when replacing the siding on the rest of the house. The motion carried unanimously.

B. STAFF APPROVED COA APPLICATIONS

#23.15

- 1409 Broad Street

Owner: Jack Brantley

Project Description: Re-roof and repair right side of the house due to storm damage. (Tree fell on house.)

#25.15

- 1809 Brevard Place

Owner: Fenn Starrat

Project Description: Repair rotten columns

Motion: Motion carried unanimously to accept all the above staff approved COA applications into record.

C. INTERIOR CHANGES

No interior changes were discussed.

4. COMMISSIONER REAPPOINTMENTS

Commissioner Major congratulated the present commissioners for being re-appointed. Commissioner Major nominated Commissioner Roberts to be re-appointed as chairman of the Historic Landmarks Commission. Commissioner Foster nominated Commissioner Freyer as chairman.

5. COMMISSION PUBLICITY

Staff member Amy Stenger stated that in the past an informational campaign has been suggested that will feature the commissioners on the city website and/or in the city paper. The campaign will describe what the Historic Landmarks Commission does and will offer a little information on each commissioner. She stated that now that the commission has been refreshed, it is good timing for a campaign. Commissioner Foster stated it would be a good idea. Commissioner Wylie stated that a PowerPoint showing who the commissioners are and summarizing the new guidelines could serve as a speaking tool in presentations to different community groups like the Rotary Club. The Commission's presence on the website was discussed. Commissioner Major stated that the Chronicle Independent is a useful source of information and also suggested a meet and greet at McCaa's Tavern. Mary Foster mentioned doing a PowerPoint with a voice-over so that it can be watched at any time. She also stated that the best publicity the Commission can do is treating people with respect when they come before the Commission. The commissioners gave Amy permission to move forward with the informational campaign.

6. OLD BUSINESS

(On CHLC publicity and public education): Shawn Putnam stated that the Jenkin's situation seemed confusing because it required a COA, but not a building permit. Similar issues in the future can be avoided through homeowner education. The PowerPoint (mentioned above) can state the difference between a COA and a Building Permit and when each is required. Shawn Putnam suggested, and the commissioners unanimously agreed that application should not be postponed simply because it does not have representation from the homeowner. Instead an application should only be postponed if there are unanswered questions due to an absent homeowner.

(On Design Guidelines changes): The Commission agreed that all *narrative* changes in the Guidelines can be made continuously. *Content* changes will be accumulated over time and changed comprehensively on a quarterly basis after Shawn has checked the changes against the Secretary of Interior standards and the State Historic Preservation Office. The running list of changes will be reviewed on a quarterly basis, and the first time to review will be January 2016. The proposed changes do not need to go before Council.

(On meeting times): After a discussion of schedules, Commissioner Wylie made a motion to meet at 6:00 pm on the first Tuesday of October and every first Tuesday subsequent to that. Commissioner Freyer seconded the motion. The motion carried unanimously.

7. ADJOURN The meeting adjourned at 6:15 pm.