

Historic Preservation Commission  
Meeting Minutes—Approved  
Regular Meeting—February 22, 2022

Present: Jane Camp, Mitch Alligood, Susan Brown, Fay Brassie

Absent: Elizabeth Jones

Staff: Patrick Kelley, Director of Code  
Brad Callender, City Planner  
Laura Wilson, Code Admin

Visitors: Jessica Stone, Farrakh Kahn, Suk Kong, Scott Kong, Bonnie Cato, Whit Holder, Gabel Holder

Meeting called to order at 6:00 P.M.

Chairman Alligood asked if there were any changes or corrections to the previous months' minutes.  
To approve as submitted.

Motion by Camp. Second by Brassie  
Motion carried.

**The First Item of Business:** Request for COA #608, a request for exterior improvements at 600 S. Broad St. The applicant, Whit Holder of Pleasant Valley Assets, spoke on behalf of the request. The requested changes will be on the rear of Building C at Walton Mill and include new steps and landing, new opening to access the basement level, new windows to match the historic windows, new steel awnings above existing openings, new loading dock with canopy, and a planting strip along the edge of the building. The improvements will not be visible from Broad St.

Brassie: Will it meet Code?

Kelley: The Code Department has no objections.

Chairman Alligood: Are there any comments from the public? None

To approve as presented

Motion by Brown, Second by Brassie  
Motion carried

**The Second Item of Business:** Request for COA #633, a request for new windows (2/1) at 108 Norris St. The applicant, Josh Parker was unable to attend the meeting. His representative, Jessica Stone spoke in favor of the project. Seven broken windows in the house were replaced with 2/1 wood windows.

Brown: What were the original windows?

Kelley: They were in these same frames and they were 6/6. 2/1 is an appropriate style for this house but 6/6 is what was there originally and what is on similar houses on the street. It would be an inexpensive fix to change the mullions from 2/1 to 6/6 since they snap in and do not require replacing the window itself.

Stone: His goal is to improve the home and replacing the broken and missing windows does that.

Brassie: The style of the original windows—if they were 6/6 than that is what should go back. You do not have to replace the entire window.

Kelley: What you have in there now is a 2/1 snap in mullion

Stone: So you don't believe what is in there now is appropriate?

Brassie: No, not style wise

Chairman Alligood: When the other houses on the street start their improvements, they will have to do this as well.

Chairman Alligood: Are there any comments from the public? None

To approve 6/6 windows

Motion by Brassie. Second by Camp

Motion carried

**The Third Item of Business:** Request for COA #632, a request to enclose a porch at 120 Norris St. The applicant, Suh Kong, owner of said property spoke in favor of the request.

Chairman Alligood: Is it the front porch?

Kong: Yes

Brassie: Is the porch already enclosed?

Kelley: This is actually a work in progress our inspector came upon after they had already done the work. This siding is actually a vinyl shake and vinyl is not an approved siding material inside the city. The vinyl will have to be changed to an appropriate material.

Brassie: What was there originally?

Kong: It had wooden siding there that we replaced.

Kelley: I believe the porch was enclosed when they purchased the property just in a dilapidated state.

Chairman Alligood: We do not have a problem with the enclosed porch since it was existing. According to Code you have to change the vinyl.

Kong: We would like to use hardieplank.

To approve the removal of the vinyl siding on the porch, to be replaced with hardieplank

Motion by Brown. Second by Brassie

Motion carried

**The Fourth Item of Business:** Request for COA #66, a request for exterior changes including new windows, fence, gutters, and epoxy on the front porch at 404 E Church St. Farrukh Khan spoke on behalf of the project.

The issue of windows was discussed first. Khan explained windows throughout the house were replaced because they were broken. He replaced the windows with 6/1 but is willing change the mullions.

Kelley: Some of the windows in the house look like full vinyl window unit replacements instead of just replacing the glass.

Khan: That was done on the backside of the house, for the kitchen

Brown: A lot of the windows on Church St were originally 2/1 even though they may have been replaced with 6/6. On the front of the house, you have removed one of the original windows and replaced it with 6/6. Do you still have the original window? Can you save the top part?

Khan: Yes I have the original. I replace the bottom part of the window that is rotten and still use the top part; to save the 5/1

Brown: The stair spindles do not match.

Khan: When we bought the house, it was like that.

Kelley: The porches have been built since you owned the property. You have previously received a COA for replacing the spindles/pickets on the porch which had previously been replaced haphazardly with nonmatching spindles.

Chairman Alligood: Can we tackle the spindles with this?

Kelley: He is not applying for that but making sure he is in compliance with the Historic Preservation Commission would allow us to issue him a Certificate of Occupancy.

To salvage the two original windows on the front in the 5/1 style

Motion by Camp. Second by Brassie

Motion carried

To have 2/1 windows along the side of the house window and the kitchen; to get the final CO, you must have all of the spindles replaced with an appropriate style that are the same (Khan will email spindle options for approval).

Motion by Camp. Second by Brassie

Motion carried

Khan: Epoxy on the front porch will make it look shiny and nice.

Chairman Alligood: That is not historic

To deny adding epoxy to the front porch

Motion by Brown. Second by Camp

Motion carried

Khan: We want to add regular gutters to the house, nothing special

To approve gutters

Motion by Camp. Second by Brassie

Motion approved

Chairman Alligood: Where is the fence going to go?

Khan: Along the side and back of the house between each of the neighbors. It will be 6 feet house and come up to the right of way.

Kelley: The fence will go on the right and rear sides along the property lines. It will look like an "L".

Brassie: A picket fence would look better and be in more keeping with the style.

Khan: I can do a picket fence. It is cheaper upfront but needs paint every few years.

To approve 6ft picket fence

Motion by Camp. Second by Brassie

Motion approved

New Business:

**First Item of New Business:** Historic Resources Survey Phase 1 Update by Wilson—WLA Studio has completed half of Phase 1 of the survey. The report is attached in your packet with recommendations if the property retains or has lost integrity. The project should be wrapped up in the next couple of months. We have also submitted a grant application for Phase Two

Old Business:

**First Item of Old Business:** Sending letters to property owners who are in violation of historic preservation ordinances; Brassie will compose a letter to send to the Roe.

Acting Chairman Camp entertained a motion to adjourn.

Motion by Camp. Second by Brown  
Motion carried.

Adjourned at 6:47 pm