

Historic Preservation Commission
Meeting Minutes
Regular Meeting—March 22, 2022

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

Absent: None

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

Visitors: Kelly Brown (Graceful Manor), Ross Bradley, Sam Davis, Paul Holbrook, Josh Parker, Taylor Steele, Russell Paige

Meeting called to order at 6:01 P.M.

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

Motion by Brassie. Second by Brown
Motion carried.

The First Item of Business: Request for COA #667, a request for a rear porch enclosure at 116 Williams St. The applicant and owner of the property, Ross Bradley, spoke in favor of the request. The current porch is located on the southeast corner of the house and is currently a screened-in porch. The current porch will be enclosed with French doors and 6 ft casement windows. 1x12 siding will be used and painted to match the existing colors.

Brassie: Will you be able to see much from the road or the side?

Bradley: No

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 #755, a request for an addition at 120 Mears St. Kelly Brown on behalf of Graceful Manor Homes spoke in favor of the request. The addition will encompass 12 senior memory center suites. The addition will have board and batten siding that will be painted to match the brick. It will mirror the existing wing of the structure.

Brassie: Is the parking still in the front?

Project architect: Yes

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

To approve as submitted

Motion by Jones. Second by Brassie
Motion carried

The Third Item of Business: Request for COA #756, a request to install a fence, change the front door, and install a pool at 301 N. Broad St. The applicant and owner, Taylor Steele, spoke in favor of the project. He explained they would like to change the front door to a double door, paint the house white with a blue/green trim on the windows and porch floor, a 4ft fence in the front yard with an arbor and gate over the pathway, a gated solar fence in the rear of the property, and pool in the rear yard.

Chairman Alligood: Will you be moving the fence out to the sidewalk?

Steele: No, it will still be on top of the brick wall.

Chairman Alligood: We do not control color.

Brassie: Will it (the pool) be in front of the baboo stand?

Steele: It is going to be in front of the bamboo but behind the garage.

Chairman Alligood: Is there any comments from the public on the fence, arbor, door, or pool? None

Motion to approve the fence

Motion by Brown. Second by Jones
Motion carried

Motion to deny the arbor

Motion by Brassie. No second
Motion failed

Motion to deny the arbor

Motion by Camp. Second by Brassie
Motion carried 4-1 (Alligood voted against)

Brassie: The arbor is too casual for the front yard and will block the view of the pathway and front door.

Chairman Alligood: A gate level with the fence at the front walkway is permitted without the arbor.

Front door discussion:

Steele: The current door is off-center of the house. Instead, we would like to do an all-glass French door.

Brassie: That door is not appropriate for the house.

Paige: I am the contractor for the job. If you look on the inside of the house, it does not appear to be the original door.

Brassie: A house this style would have had a single door with a transom above and a sidelight down one or both sides of the door.

Steele: I would like to suggest keeping the single door but moving it closer to the window on the left and another column of windows on the right side so it symmetrical.

Brassie: That works, as long as you keep the transom and sidelight.

Steele: Yes, we will probably keep that original door and just shift it over.

Brassie: Even though it might not be the original door, it is correct for the period and style of the house. Double doors will not be.

Motion to approve moving the current door, adding a sidelight on the right side while keeping the existing transom and sidelight

Motion by Camp. Second by Jones

Motion carried

Motion to approve rear pool

Motion by Jones. Second by Brassie
Motion carried

The Fourth Item of Business: Request for COA #748, a request for new windows at 108 Norris St. The owner and applicant, Josh Parker spoke in favor of the request. Note: This same request appeared on the February 22, 2022 Historic Preservation Commission agenda and was denied in favor of 6/6 windows. Parker read a letter he wrote to the Commission stating in consult with his contractor, it was determined that the mullions could not be removed without damaging the window and new windows would have to be ordered. The current windows could not be returned and would add costs and delays to the project. If the windows were replaced, it would likely be June before the house could be occupied. The replacement windows I chose are wood instead of vinyl. The main goal in replacing the windows was to secure the structure first before work could be done on the inside. In the letter, Parker also suggested to increase awareness of the Commission when utilities are changed the new owners/tenants are given a sheet of paper informing them of what changes trigger a review by the Commission. As a concession, Parker stated he would be willing to remove the chain link fence around the property to beautify it even more.

Parker: Laura my neighbor emailed a letter of support for the project, were you able to share it?

Wilson: No

Kelley: We did get a letter from Devon Draper one of the property owners on the street who also did a number of renovations without approval.

Brown: Is utility notification something we can accomplish?

Kelley: It is a great idea; one that I have proposed in the past but has not been implemented. I will address it again as a citizen comment.

Chairman Alligood: Mr. Kelley found examples of the snap in mullions

Parker: The current windows already have adhesive on them so the only solution would be to replace the window. The current windows are a historic design and you see them around.

Brassie: They are not correct for the house. People have done it without permission.

Parker: It was my understanding that the previous decision was made from Google map view before the homes were renovated. Additionally, I went with 2/1 because it allows more natural light than 6/6.

Kelley: I can double check the window mullions to see if it is glued or snapped in. If it is not a snap-in mullion, I think consideration might be in order. I road all up and down the Mill District and I would say approximately 75% have the 6/6 windows.

Chairman Alligood: Any comment from the public?

Sam Davis: One of the reasons for a board is to exercise judgement. Josh does good work in town and is interested in helping the City of Monroe. I encourage you to exercise grace and wisdom.

Motion to table

Motion by Brassie. Second by Jones
Motion carried

The Fifth Item of Business: Request for COA #758, a request for an addition at 315 S. Madison Ave. The applicant and owner Sam Davis spoke in favor of the request. Davis came before the Commission last spring regarding renovating the house. In consultation with the City Building Inspector, it was determined that the second addition on the structure would have to be torn down. Previously it was believed this second addition could be enclosed to create more living space. The proposed two-story rear addition would replace that second addition that needs to be torn down. The addition will not be taller or wider than the existing house.

Brassie: What about the water runoff on the rear roof?

Davis: There will have to be a valley or hip with a gutter to get the water out. From the street, the house would look the same. The same windows that were approved previously will be used. The trim and siding would also match the existing structure.

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

Motion to approve as presented

Motion by Jones. Second by Brown
Motion carried

The Sixth Item of Business: Request for COA #757, a request for a new awning at 116 N. Broad St. The applicant is Paul Holbrook on behalf of the owner of the restaurant Tacos & Beer, Antonio Granados. The current awning is contemporary and the proposed awning will have use chains to support it and have a rustic look. Much of the metal will be unfinished. Cedar will be used to support the gable. The roof of the awning will be standing seam or tin.

Brassie: Canvas?

Holbrook: No ma'am; metal; it will be similar to State Farm's down the road. The only thing you will see is the profile of the awning.

Kelley: Is the bronze written on there, the color?

Holbrook: Yes, because it is closer to rust than the black

Brassie: It is more traditional than what is there now even though it is not made out of canvas as the book suggests.

Holbrook: The owner would like to support a barrel in the gable.

Brassie: We are concerned with the replacement and repair of the stained-glass window. We do not want to hide those.

Holbrook: It would be the smaller of the two sized barrels.

Kelley: You can always come back and ask for the barrel later.

Brown: Will it be on the same level as the existing awning?

Holbrook: Yes

Brassie: How high will the gable come up?

Holbrook: It will come up to the top of the windows

Brassie: Will it cover two bays?

Holbrook: It will cover 1/3 of the awning.

Brassie: So, it will be in the middle of two windows?

Holbrook: The new awning its 25ft; the gable is 11ft which leaves 7ft on each side. The awning goes to the property line where the existing awning extends beyond the property line. The gable will center on the building itself, not the doors which are off center.

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

Motion to table

Motion by Brassie. Second by Camp

Old Business:

The First Item of Old Business: The Roe

Brassie: The Roe went passed the pictures presented and I believe that needs to be addressed. We never dreamed anything deconstructed would happen. Discussion continued about sending a letter to The Roe asking them to come before the Commission.

Chairman Alligood entertained a motion to adjourn.

Motion by Camp. Second by Jones

Motion carried.

Adjourned at 7:28 pm