

Historic Preservation Commission
Meeting Minutes
Regular Meeting—November 23, 2021

Present: Jane Camp, Elizabeth Jones, Susan Brown

Absent: Mitch Alligood, Fay Brassie

Staff: Patrick Kelley, Director of Code
Laura Wilson, Code Admin Assistant

Visitors: Keyes Williamson, Anders Yount, Lori Volk, Garrett Willett, Greg Kortman, Christopher Ray,
Farrukh Khan

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

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

Motion by Camp. Second by Brown
Motion carried.

The First Item of Business: Request for COA #00000421, a request to add exterior gutters along the left and right sides of the house at 249 Boulevard. The applicant, Christopher Ray, owner of said property, spoke on behalf of the project. The house currently has gutters along the front and rear facades from the renovation that was recently completed. The proposed gutters would match the existing. Ray stated water is running into the crawlspace as well as damaging an eave on the house because of the lack of side gutters.

Acting Chairman Jones asked if there were any questions from the public: none

To approve as presented

Motion by Brown, Seconded by Camp
Motion carried

The Second Item of Business: Request for COA #426, a request to add a rear addition at 707 S. Broad St. The applicant, Greg Kortman, owner of said property, spoke in favor of the project. Kortman explained the property previously contained a store but that they were turning it back into a residence to move into. As the elevation provided was unclear, Kelly asked Kortman to show the Commission members where on the elevation provided the addition would be. Kortman stated the addition would be under the existing roof line.

Kelly: Is the handicap ramp going to be removed?

Kortman: Yes

Acting Chairman Jones asked if there were any public comments: none

To approve as submitted

Motion by Camp. Second by Brown
Motion carried

The Third Item of Business: Request for COA #427, a request for exterior changes including roof material, front porch, and windows at 404 E. Church St. The applicant Farrukh Khan, spoke on behalf of the property owner, ATF Enterprised LLC. Kahn explained he wanted to add architectural shingles to the house, paint the exterior, add epoxy to the floor of the front porch, and replace some of the widows with vinyl.

Code Officer Report from Kelley: Currently this house is posted unfit for habitation due to code violations and hazardous that exist on the property. The owner and a representative from the Code Department need to walk the property to identify exactly what needs to be repaired to bring the house up to code standards. Kelley reminded the Commission Members that since architectural shingles are an approved material, a COA is not required. He informed Kahn that the board does not regulate paint color but recommends a historic color palette. Lastly, he suggested tabling the issues of the windows and porch to allow the applicant more time to provide detailed information to the Commission Members explaining exactly what he was asking.

Acting Chairman Jones asked if there were any public comments: none

To table until January 25, 2022

Motion by Brown. Second by Camp
Motion carried

Old Business: None

New Business:

The First Item of New Business: Approval of the 2022 meeting schedule—The monthly meetings will continue to be on the fourth Tuesday of the month at 6:00pm.

Adopted by Brown, Camp, Jones

The Second Item of New Business: A presentation by WLA Studio regarding the Historic Resource Survey—Phase I. The project overview was given by Keyes Williamson and Anders Yount. Williamson described the different parts of the project including fieldwork involving photographic and written documentation of housing stock constructed prior to 1982, inputting the data into the State’s GIS database (GNAHRGIS—Georgia’s Natural, Archaeological, and Historic Resources GIS), research, and analysis. The project fulfills a requirement as part of Monroe’s Certified Local Government status to have an updated historic resource survey completed every ten years. All of the fieldwork is completed from the Right of Way. Although the final report will make recommendations for future historic districts, the survey itself does not change the status of a property.

Acting Chairman Jones entertained a motion to adjourn.

Motion by Brown. Second by Camp
Motion carried. Adjourned at 6:36 pm