

**City of Senoia
Historic Preservation Commission
January 12, 2015
Senoia Municipal Court
7:00 PM
Agenda**

**Attending: Gary Baumgardner, R. Adams, M. Schuyler, C. Mullinax
Also: R. Ferry, Jim Strickland, Henry Sterns, Suzanne Sterns, Bobbi Blandburg,
Kim Brook, Derrick Irving, Mr. and Mrs. Malloy, Ollie and Mary Hill, Senethia
Cox, Cora McCrary, William Gates**

- I. Approval of December 2014 Minutes: G. Baumgardner made a motion to approve the minutes, 2nd by M. Schuyler. Motion carried 3-0. Ray Adams did not vote. He was not at the meeting.**

- II. Certificates of Appropriateness**
 - a. 116 Baggaly Way – Exterior Renovation: Jim Strickland, Suzanne Sterns and Henry Sterns presented the plan to the HPC. J. Strickland stated that he found significant termite damage and rot to the foundation while researching the underside of the structure. He will submit a construction plan to the city for review by the building department when he submits the plans for the renovation. He stated that there were some windows that he was able to keep he will replace the remaining. During the demo of the front porch he uncovered rot in the sill and a fireplace collapsed, the second fireplace had fire damage. It was evident that the front porch was a retro fit. He desired to rebuild a smaller front porch that will hold the foot print of the original structure. The front porch will be wood. The rear porch will be enclosed. The new windows will match the original. R. Ferry asked for the applicant to describe hog fence underpinning. Suzanne Sterns stated that it would be recessed horizontal board. After a short discussion, Ray Adams made a motion to approve the plan as submitted, second by G. Baumgardner. Motion carried 3-0.**
 - b. 30 Couch Street – detached garage – follow up from 12/8/2014 – G. Baumgardner excused himself from the proceedings as designer of the amended plan. R. Ferry reviewed the COA approved on 12/8/2014. He stated that the HPC made a few changes to the original design that gave the structure more appeal. The Maloys hired a designer to amend it further with the goal of incorporating the items from HPC. The new plan does that and will be submitted to the Mayor and Council for a variance. That meeting will be on Monday, January 19, 2014.**

- III. Updates**
 - a. 318 Bridge street: In December, the dwelling at the lot at 316 Bridge Street was destroyed by fire. The homeowner and children asked to discuss expectations with the Commission. Ms. Blandberg stated that it was her**

intention to rebuild the single-family dwelling with another one-story structure. The Commission stated that they wanted to help with this and make it as easy as possible. R. Ferry discussed the COA procedure. G. Baumgardner stated that it may be easier for her to get a design set of a plan before purchasing an entire set. Once the set is selected, she can bring it back to the HPC with a COA. The HPC also discussed some zoning options she has available to her.

IV. HPC Guidelines

a. none

V. Historical Preservation Commission Initiatives

a. Section 39-92 Review

- i. **86 Couch Street:** Ms. Ollie and Ms. Mary Hill represented the house for the owners. Ms. Hill stated that the house has a buyer interested. She believes that it will be her intention to remove the structure. R. Ferry stated the ordinance that requires routine maintenance and prohibits demolition by neglect. He stated the deficiencies that were found on the property. Ms. Hill stated that she has begun removing the dilapidated accessory structure. R. Ferry asked for a reasonable time frame for the improvements. Ms. Hill stated that she did not know because there is no money to make the necessary improvements. R. Adams stated that it is the HPC's desire to save the structure not to make a hardship on the owner. He further stated that as water is allowed to get into the house that it will become more and more costly to improve. Ms. Hill stated that she intends to keep the city informed of the progress of the sale and improvements.
- ii. **123 Morgan Street:** owner did not show up at the meeting
- iii. **215 Main Street:** William Gates is part owner of the house. He stated that he has just now become aware of the letters and has been in touch with Code Enforcement for some time. He stated that the foundation and floors have been repaired and are strong and he has removed the vines. He further desires to fix the damage to the siding, fascia and porch with vinyl siding. R. Ferry discussed that vinyl siding can not be approved by the HPC. But he should file a COA to get the process started. Mr. Gates stated that he will. G. Baumgardner stated that it may be worthwhile to look into repairing the damaged wood.
- iv. **550 Seavy Street:** owner did not show up at the meeting.
- v. **5 Coweta Street:** Ms. McCrary and Ms. Cox represented the house. R. Ferry discussed the deficiencies found in the structure. He asked if there was water and power to the building. Ms. McCrary confirmed and stated that the water was in Kristy Quick's name. Ferry asked if there was a leak in the roof. It was revealed that a leak is located in the rear of the house and is covered by the

tarp. This was brought to Ms. McCrary's attention this week and will be repaired. R. Ferry discussed the accessory structure that is in disrepair. Ms. McCrary stated that it may be fixed or it may be torn down. G. Baumgardner stated that the HPC would like to see this structure last for a long time. If water is getting in all the interior work that is being done will deteriorate. He stated that the roof should be addressed. Ms. McCrary stated that she will keep the city informed of the progress on the house.

VII. Adjourn: M. Schuyler made a motion to adjourn, 2nd by R. Adams 4-0.

City of Senoia
Historic Preservation Commission
February 9, 2015
Senoia Municipal Court
7:00 PM
Minutes

Attending : Full HPC

Also: Tamarra Rush, Mrs. Malloy, Mr. and Mrs. Anderson, Bob Werner, Richard Ferry

I. Approval of January 2015 Minutes: M. Schuyler made a motion to approve, 2nd by R. Adams. Motion carried 4-0 (Pearman excused).

II. Certificates of Appropriateness

a. 135 Main Street: Gary Baumgardner excused himself from the proceedings as designer and presented information on behalf of the applicant, represented by Mrs. Malloy. Mrs. Malloy stated that the detached version presented earlier was not approved by the mayor and council. In accordance with the zoning ordinance, the applicant presented a plan that met setbacks would be considered attached because of the breezeway extending from the house to the garage. G. Baumgardner stated that the door moved from the side of the structure to the middle to provide a direct route to the house. R. Adams asked how far the garage was moved. G. Baumgardner stated that the garage moved closer to the house to move into the setback. He stated that the breeze way is about 51 feet and is 8 feet wide column to column. After discussing the plan, R. Adams made a motion to approve the plan as shown, 2nd by D. Pearman. Motion carried 4-0.

b. 30 Couch Street: G. Baumgardner came back into the session. Brent and April Anderson presented the application to the Board. Mr. Anderson stated that the application is to replace windows and change exterior siding. The windows are in bad shape and wants to make them look uniform with the siding. He stated that they intend to use fiber cement lap siding and board and batten on the front. G. Baumgardner suggested to use lap siding on the portions exposed and board and batten only under the porch roof. B. Anderson stated that he thinks he can make that work but is not sure how square the building is. B. Anderson asked what reveal to use. G. Baumgardner stated to use manufacturer's guidelines but under 7" would be appropriate. R. Adams suggested using the same reveal that was there currently. He also stated that the windows would require a minimum 2' brick molding. He also advised that sheathing will be required. After a short discussion, R. Adams made a motion to approve the COA as shown, 2nd by D. Pearman. Motion approved 5-0.

III. Updates

a. none

IV. HPC Guidelines

a. none

V. Historical Preservation Commission Initiatives

a. Section 39-92 Review

- i. 99 Couch Street – second letter – Ms. Rush stated that she is representing the owners (her parents) but her brother has looked at it and is considering several options. The board stated that the intention is to save the house. If the family wants to demolish it, they will need to present an application with a review by a certified building inspector. R. Ferry asked that the family discuss the options and have a plan to the City in 60 days.
- ii. 48 Couch Street – rotten porch, hole in roof – send initial letter
- iii. 33 Clark Street – rot on porch and cornice, needs paint – send initial letter
- iv. 274 Seavy Street – rot on porch – send letter to ask for a plan and goals
- v. 128 Couch Street – gutter and roof damage – send initial letter

**VII. Adjourn: R. Adams made a motion to adjourn, 2nd by C. Mullinax.
Motion carried 5-0.**

**City of Senoia
Historic Preservation Commission
March 9, 2015
Senoia Municipal Court
7:00 PM
Minutes**

Full Commission

Also: R. Ferry

- I. Approval of February 2015 Minutes: R. Adams made a motion to approve, 2nd by M. Schulyer, motion carried 4-0**
- II. Certificates of Appropriateness**
 - a. 120 Main Street – application was postponed**
- III. Updates**
 - a. none**
- IV. HPC Guidelines**
 - a. none**
- V. Historical Preservation Commission Initiatives**
 - a. None**
- VII. Adjourn: R. Adams made a motion to adjourn, 2nd by D. Pearman. Motion carried. 5-0.**

City of Senoia
Historic Preservation Commission
April 13, 2015
Senoia Municipal Court
7:00 PM
Agenda

Full Commission Attending

Also: R. Ferry, Michael Riley, Scott Tigchelaar, Cindy Hartpence, Rick Viall, Henry Sterns, Susan Sterns, Bob Werner, Dan Petry

- I. **Approval of March 2015 Minutes: R. Adams made a motion to approve, 2nd by D. Pearman. Motion carried 5-0.**

- II. **Certificates of Appropriateness**
 - a. **120 Main Street: S. Tigchelaar presented the application for COA of a new single-family dwelling at 120 Main Street in accordance with a drawing by "Our Town" Designs. He stated that he was looking for a home that fill well in the neighborhood. He stated that the plan matches the dwellings on Main Street and within the historic district. R. Adams stated that the subdivision was approved for the construction of an 865 sq. foot dwelling, the proposed dwelling is over 2000 sq. feet. S. Tigchelaar stated that the 2000 sq. feet is an approved use in the R40 zoning. J. Preece asked about the "wire mesh" on the side of the carport. G. Baumgardner stated that he is concerned about setting a precedent with that use as it was denied recently for a porch. D. Pearman stated that it introduces a precedent that the he is not interested in starting. R. Adams stated that the drawing shows drainage into the neighboring property. S. Tigchelaar stated that the drainage is toward the front corner. R. Ferry stated that indeed it did but the amount of impervious coverage does not allow that flow the water will drain into the neighboring residential property or into the street drain that carries the water to the property across the street. The applicant will have to work with his contractor to avoid this, the City will not accept the water directly into the street drain. G. Baumgardner stated that the scale of the house is too big for the neighborhood. The adjacent homes on that side of Main Street are significantly smaller than the proposed house. G. Baumgardner asked for the proposed siding. Sc. Tigchelaar stated it is hardi with 5" lap. Trim is wider and is hardi also. Windows are part wood. After ashort discussion R. Adams made a motioin to approve the proposed plan with the exception of the wire mesh on the carport, 2nd by D. Pearman. After a short discussion the motion was amended to require a pervious driveway surface (gravel, pervious pavers or pervious concrete) however apron cannot be gravel, 2nd by D. Pearman. Motion was approved 5-0**
 - b. **144 Johnson Street: Cindy Hartpence presented the application for COA of a porch addition and other appurtanent changes that are shown on the proposed drawing by DK Design. She stated they would like to replace**

the siding with hardi siding with a 5 ½ inch reveal. The roof will be replaced with architectural 30 year shingles or metal, the structure will be underpinned with lattice. All additional materials will match existing. R. Adams asked about the railings on the porch. D. Petry stated that they would be 2 X 2 with a wood railing and columns boxed in hardi. Windows will have a wide trim as required. G. Baumgardner stated that he is concerned how the wood lattice will hold up over time. R. Adams stated that the owner will be responsible to maintain it. After a short discussion, D. Pearman made a motion to approve the plan as submitted, 2nd by R. Adams. After a short discussion, the motion carried 5-0.

- c. **274 Seavy Street:** Rick Viall presented the application for COA of a foundation enclosure with cast iron vents as well as other appurtenant changes. He stated that the trim on the porch is being replaced with like trim referring to a drawing by the applicant. He stated that the rectangular vent proposed in the application will be cut and used throughout the foundation and the round cast iron will also be used. R. Viall explained the location of the proposed foundation improvement and vents. J. Preece stated that the drawings do not provide a satisfactory example of the proposed plan. G. Baumgardner agreed that the presentation is not satisfactory. R. Ferry stated that there are a total of six items on the application, those items were stated. R. Viall explained the proposed 3 X 3 steel post on the porch. D. Pearman asked for a scale drawing of the plan. G. Baumgardner stated that is concerned with the proposed change in material. R. Adams stated that he understands the foundation and vent proposal and would be willing to move forward with that enabling the applicant to move forward with part of the project while other drawings are being prepared. After a short discussion, R. Adams made a motion to approve the vents with cut cast iron and circular as proposed, 2nd by D. Pearman. Motion carried 5-0. No other action was taken on the application
- d. **116 Baggary Way:** S. & H. Sterns presented the application for COA based on plans by Strickco II. She stated that are two proposed schemes that she would like to have considered. Scheme one is a kitchen addition. All proposed materials match the existing, windows will be smaller since they are kitchen windows, foundation vent is treated wood. After a short discussion, D. Pearman made a motion to approve, 2nd by R. Adams. Motion carried 5-0.
Scheme 2 by Strickco II was presented it adds a garage with an upstairs bedroom connected internally via the kitchen addition and hallway. Addition will be hardi in the artisan style, windows will match profile of existing. Steps will be wood. After a short discussion J. Preece made a motion to approve the plan as presented, 2nd by M. Schuyler. Motion carried 5-0.
- e. **Broad Street – (D. Pearman excused himself from the discussion)** M. Riley presented an 8" privacy fence on the property known as the "Fried Green Tomatoes" Lot. The proposed fence will be 14 feet of the curb line.

R. Ferry stated that he did not know the distance of the right-of-way but fence will need to be off the right-of-way. Riley stated that the fence is pressure treated pine and would bisect the entrance to the beauty salon. R. Ferry stated that the property was designed for a shared entrance and could not be blocked. Riley stated that he would construct the fence around the entrance. R. Adams stated that the guidelines state that the fence cannot be higher than 6 feet in the historic district. G. Baumgardner made a motion to deny the application, 2nd by R. Adams. Motion carried 5-0

- f. **9 Main Street** – Scott Tigchelaar presented the COA to demolish the building at 9 Main Street to accommodate development of the improved building on the site. R. Ferry stated the ordinance referencing the section about the approved plan. After a short discussion, J. Preece made a motion to approve, 2nd by R. Adams. Motion Carried 5-0.

III. Updates

- a. **Update on February letters**

IV. HPC Guidelines

- a. **none**

V. Historical Preservation Commission Initiatives

- a. **Sign Ordinance; R. Ferry stated that the city is working on a new sign ordinance that gives oversight of signs in the district to the HPC. HPC will need to form a guideline. This will be taken up while the sign ordinance is being reviewed by council.**

VII. Adjourn: D. Pearman made a motion to adjourn, 2nd by J. Preece. Motion carried 5-0.

City of Senoia
Historic Preservation Commission
May 11, 2015, 2015
Senoia Municipal Court
7:00 PM
Minutes

Attending: Full Commission, Brian Smith, John Bynum, Cindy Hartpence, Ms. Temples, Dan Petry

- I. Approval of April 2015 Minutes: D. Pearman made a recommendation to approve the minutes as submitted, 2nd by R. Adams. Motion carried 5-0.**
- II. Certificates of Appropriateness**
 - a. 26 Main Street: Ms. Temples presented the application to add awnings to the building at 26 Main Street. She stated that she and Ms. Wendt desire to repair some wood that has been damaged and add maroon and gold window awnings to block some light and add to the aesthetics of the building. After a short discussion, J. Preece made a motion to approve the awnings as submitted, 2nd by R. Adams. Motion carried 5-0.**
 - b. 144 Johnson Street: D. Petry explained that the owner desires a metal roof and to screen in the back deck. He showed the plan and explained that the materials will match the original application. After a short discussion R. Adams made a motion to approve the plan as submitted, 2nd by M. Schuyler. Motion carried 5-0**
 - c. 139 Clark Street J. Bynum presented that application of the new infill residential dwelling on Clark Street. He stated that the plan shows cedar shakes, those will be changed to cement fiber lap siding. The trim will also be cement fiber and will have architectural shingles. Windows are PVC with wood sash. He stated that the front columns are proposed to be 16 inch round, those may change to 12 inch round. G. Baumgardner stated that square columns would bfit the street better. Bynum stated that they are considering that and will discuss it more with Mr. Cook. D. Pearman asked which direction the garage will face. Bynum stated that it will be on the left side of the house facing Seavy Street. Bynum stated that the foundation vents are hog fencing made of wood. D. Perman asked if the rock will go around. Bynum stated it would. After a short discussion, D. Pearman made a motion to approve with the cement fiber lap siding and either the round or square posts columns. 2nd by R. Adams. Motion carried 5-0.**
- III. Updates**
 - a. Discussion on unfit houses: Commission agreed that the owners of houses that have not taken any steps to make improvements should be notified that the HPC is going to have an agenda item next month to**

consider sending the item to the Mayor and Council for action in accordance with the ordinance.

IV. HPC Guidelines

a. Sign Ordinance: no action was taken on the sign ordinance.

V. Historical Preservation Commission Initiatives

a. Holbergs Fine Furniture – façade: the commission discussed many different options for the façade of Holbergs Furniture.

VII. Adjourn:

City of Senoia
Historic Preservation Commission
June 8, 2015
Senoia Municipal Court
7:00 PM
Agenda

Attending: J. Preece, D. Pearman, M. Schuyler, G. Baumgardner, R. Adams,
Also: R. Ferry, M. Grover, M. Williamson, Mr. and Mrs. Kirkland, B. Werner, B.
Anderson, Mr. and Mrs. Whatley

- I. Approval of May 2015 Minutes: D. Pearman made a motion to approved, 2nd by J. Preece. Motion carried 5-0**

- II. Certificates of Appropriateness**
 - a. 33 Main Street: Mr. and Mrs. Whatley presented the COA to the board. She stated that the awning will be one piece across the front of the building. There will be a new sign centered over the awning. R. Adams asked about the colors of the sign. Whatley stated that it will be black and gold and the awning will be green and gold. After a short discussion, R. Adams made a motion to approve the COA as presented, 2nd by M. Schuyler. Motion carried 5-0.**
 - b. 75B Main Street: K. Kirkland and M. Williamson presented the COA for a temporary trailer for retail purposes. Kirkland stated that the lot will be landscaped, pavers will lead up to the trailer. The sewer is self-contained and will be dumped at M. Williamson's restaurant. Kirkland stated that she will bring in a landscape plan and will bring in planter boxes for landscaping. There will be tables with umbrellas and chairs. The entire package will be taken out for events around the area. D. Pearman stated that this will be precedent setting and we need to be very careful. R. Adams made a motion to approve the trailer, 2nd by J. Preece. After a short discussion, R. Adams removed his motion. G. Baumgardner stated that he is not willing to set a precedent. M. Schuyler stated that she would like to develop guidelines then take action based on guidelines. R. Adams asked what defines temporary. R. Ferry gave several examples from zoning and other ordinance that establish anything from 10 days to 30 days. M. Grover asked if the HPC can grant a conditional approval for a set period and establish guidelines in the meantime. M. Williamson stated that she is concerned that their idea of pretty will not meet that of the HPC. R. Ferry stated that she is accurate but they will have to be willing to accept that if it is approved that way. After a short discussion D. Pearman made a motion to approve a 90 day temporary Certificate of Appropriateness for the temporary trailer, during that time HPC will develop guidelines about this type of structure. Prior to the end of 90 days HPC will evaluate the site improvements based upon the guidelines that are created. If the site meets those standards it shall be approved.**

Temporary means that the trailer shall be removed from the site at least once each 29 day period. J. Preece seconded the motion. Motion carried 5-0.

- c. **135 Main Street:** B. Anderson stated that the house is not level at 135 Main Street is not level. He proposes to find a reasonable fix by using cement fiber board and batten siding in each gable. He also desires to remove the existing concrete and decking front porch and replace with a 4 inch monolithic slab porch. Because the height is low enough, he desires to remove the railing and accent trim to the 4X4 posts. R. Adams made a motion to approve the COA as presented, 2nd by D. Pearman. Motion carried 5-0.
- d. **139 Clark Street:** M. Grover stated that he forgot to get a COA and was sorry for the oversight. He stated that he completed the project two weekends ago and contacted the city after completing the Pergola. The pergola is on a 16X16 pad and made of pressure treated wood. After a short discussion R. Adams made a motion to approve, 2nd by J. Preece. Motion carried 5-0.

III. Updates
a. none

IV. HPC Guidelines
a. **Sign Ordinance: no action**

V. Historical Preservation Commission Initiatives
a. none

VII. Adjourn: R. Adams made a motion to adjourn, 2nd by J. Preece. Motion carried 5-0

City of Senoia
Historic Preservation Commission
July 13, 2015
Senoia Municipal Court
7:00 PM
Minutes

Attending: G. Baumgardner, M. Schuyler, C. Mullinax, D. Pearman, R. Adams (at 7:15)
Also: R. Ferry, Ben Rush

- I. **Approval of June 2015 Minutes:** D. Pearman made a motion to delay until August meeting, 2nd by C. Mullinax, motion carried 4-0
- II. **Certificates of Appropriateness**
 - a. none
- III. **Updates**
 - a. none
- IV. **Historical Preservation Commission Initiatives**
 - a. **86 Couch Street:** G. Baumgardner stated that he is in negotiations and will be excused from the proceedings. R. Ferry stated that the owner has begun the process to have the building demolished. Asbestos was inspected, it will be removed. G. Baumgardner stated that it will be removed in 2-3 weeks.
 - b. **99 Couch Street –** Mr. Rush has indicated that the when to the house and was surprised that nothing had been accomplished since the last meeting with his sister. R. Ferry asked if demolition was still the plan. He stated that he would like to rehab the property if possible but will choose the best plan for the least money. If demolition was desired, G. Baumgardner stated that he would have to have the proper environmental tests completed. Mr. Rush asked for suggestions. R. Ferry stated that any suggestions would not be an endorsement. R. Ferry stated that Mr. Rush should provide a plan if demolition was needed. Mr. Rush asked if a month would be appropriate. R. Ferry asked that he keep the city informed of his progress. After a short discussion, D. Pearman made a motion to re-address this on August 10, 2015 and evaluate the progress, 2nd by G. Baumgrdner. Motion carried 5-0
 - c. **215 Main Street:** R. Ferry stated that he reached out to Mr. Gates via telephone, left a message, but was not successful receiving a return phone call. He stated that earlier this year, the vines were removed and Mr. Gates met with him and HPC about the issues. Ferry was advised by Gates that he would make application for a COA to reside the structure. However no application was received. Other than the vines removed, no other repairs were made. After a review of the ordinance, R. Adams asked if it is sent to council would it come back to HPC. R. Ferry stated that the

repairs may but they may authorize the City to make them via the unfit building abatement process. Ferry also stated that the city could start the abatement process which may result in fines as well as compliance. After a short discussion, R. Ferry suggested having Safebuilt look at the building to make a determination how to proceed. R. Adams made a motion to recommend this as an unfit building to be reviewed by Safebuilt, 2nd by C. Mullinax. Motion carried 5-0

- d. **5 Coweta Street** – R. Ferry stated that repairs had been made to the accessory structure and the roof was fixed. He noted that the tarp is back. He will find out why the tarp is back. No action was taken.
- e. **123 Morgan Street** – R. Ferry stated that Ms. Taylor has not come to any of the meetings but he has discussed the electrical issue with her. He was advised by her that she cannot afford to make the necessary improvements for Georgia Power to reconnect the electricity. G. Baumgardner stated that from the outside the roof and exposed tails are in good shape and that the block structure is sound. D. Pearman stated that the commission needs to be consistent and follow through with this by contacting Safebuilt. After a short discussion D. Pearman made a motion to refer this structure to Safebuilt for evaluation, 2nd by R. Adams. Motion carried 5-0.
- f. **550 Seavy Street** – R. Ferry advised that the roof has been repaired, front window and fence have been fixed. He will forward to Code Enforcement for further code issues. R. Adams made a motion to remove this structure from the list, 2nd by C. Mullinax. Motion carried 5-0

V. HPC Guidelines

- a. **Sign Guidelines** – R. Ferry stated that the city is considering a new sign ordinance that will give review of signs in the Historic District to the HPC. Prior to that the commission needs to create guidelines. G. Baumgardner stated that size, color, shape, font and location should be considered. After a long discussion, R. Ferry suggested that he develop a guideline based upon the existing guideline that will have the following: No ground signs in the Historic District, signs must be of wood, metal or stone and colors should be from Benjamin Moore Historic Collection or equivalent. The new guideline will be sent by July 27.

VI. Adjourn: C. mullinax made a motion to adjourn, 2nd by r. Adams. Motion carried 5-0

The City reviewed the first set of properties we designated for letters and determined the following:

1. 550 Seavy Street – fence is fixed, broken shutter and cardboard above one window on the side.
2. 123 Morgan St – livable if the electric is fixed, still minor exterior issues that existed before. I have spoken to Ms Taylor in the past about the electric. The house needs to be rewired and she cannot afford the cost. I have called more recently; the mailbox was either full or the messages have gone unreturned.
3. 215 Main Street – vines were removed but are now coming back, no other improvements made. Months ago, Mr. Gates stated that he would like to remove the existing siding replace it with vinyl siding. I asked him to file an application and also advised him to develop a plan for everything else. I have recently left him a message about the meeting
4. 5 Coweta Street – the rotten wood from the bottom of the accessory structure has been replaced and the roof was fixed. It appears to have another problem now. I tried calling again one number is no longer in service the other goes to a nephew who is not in the house.
5. 99 Couch – no changes – owner stated that he will be at the meeting
6. 86 Couch – no changes other than owner – owner will be at the meeting

Section 39-92 of the Historic Neighborhood Preservation Ordinance states:

Property owners of historic properties or properties within historic districts shall not allow their buildings to deteriorate by failing to provide ordinary maintenance or repair. The commission shall be charged with the following responsibilities regarding deterioration by neglect:

The commission shall monitor the condition of historic properties and existing buildings in historic districts to determine if they are being allowed to deteriorate by neglect. Such conditions as broken windows, doors and openings which allow the elements and vermin to enter, the deterioration of a building's structural system shall constitute failure to provide ordinary maintenance or repair.

In the event the commission determines a failure to provide ordinary maintenance or repair, the commission will notify the owner of the property and set forth the steps which need to be taken to remedy the situation.

The commission shall also recognize the importance of enacting plans that will be reasonable for the applicant to implement. The owner of such property will have 30 days in which to do this. In the event that the condition is not remedied in 30 days, the owner shall be punished as provided in section 39-5 of this chapter and, at the direction of the city council, the commission may perform such maintenance or repair as is necessary to prevent deterioration by neglect. The owner of the property shall be liable for the cost of such maintenance and repair performed by the commission.

This ordinance states that the issue can either be dealt similar to other code violations or by petitioning the Council to authorize funds to complete the necessary improvements. If we choose to go through code, we would be looking at a situation where they may not have the ability to pay a fine and renovate. The unfit building ordinance is very timely and expensive but we may need to move forward that way if demolition is necessary.

**City of Senoia
Historic Preservation Commission
August 10, 2015
Senoia Municipal Court
7:00 PM
Minutes**

Attending: D. Pearman, G. Baumgardner, M. Schuyler, C. Mullinax

Absent: R. Adams

Also Attending: R. Ferry, Mr. and Mrs. Gates, Mr. and Mrs. Hayes, Mr. and Mrs. Chappell, Mr. and Mrs. Kirkland, M. Williamson, D. Rehman, J. Schuyler, D. Baumgardner, L. Hegler

- I. Approval of June 2015 Minutes: D. Pearman made a motion to approve, 2nd by M. Schuyler, motion carried 3-0 (Mullinax excused)
Approval of July 2015 Minutes: D. Pearman made a motion to approve, 2nd by C. Mullinax. Motion carried 4-0.**

II. Certificates of Appropriateness

a. 53 Main Street - Table Talk Wall Decoration: G. Baumgardner excused himself as the developer of the proposed plan. C. Mullinax excused herself as an employee of the applicant. Due to lack of quorum to resolve the application, the action removed from the agenda. The applicant can be placed on the next agenda or have the action referred to Council for a decision. R Ferry will contact the applicant

b. 215 Main Street – vinyl siding to replace aluminum siding: Mr. Peter gates presented the application to the Commission. G. Baumgardner excused himself from the item as the owner of the property next to the applicant's. D. Pearman took over as chair for the proceedings. Mr. Gates stated that he desires replace the existing aluminum siding with vinyl siding. D. Pearman stated that he understood that there was no manufacturer of aluminum siding however the residential guidelines do not allow vinyl siding as an acceptable replacement. He stated that only wood or cement siding is appropriate. He stated that the HPC does not have the authority to approve vinyl. C. Mullinax asked if he considered cement siding. Mr. Gates stated that it was 2 – 2 1/2 times as expensive. D. Pearman asked what was beneath the aluminum, perhaps the wood siding can be rehabilitated. Gates stated that there is a felt tar paper with aluminum over it. Mrs Hayes stated that she would like to see vinyl approved. Mr. Rehman stated that it would be better to allow vinyl than to force the applicant to go into debt. The siding would be a benefit to the house and the district. D. Pearman stated that the HPC is an administrative body that must follow the guidelines that are developed by HPC and approved through Council. Decisions outside those will have to go to the Mayor and Council. After a short discussion, C. Mullinax made a motion to deny the application, 2nd by M. Schuyler, motion carried 3-0. (Baumgardner excused)

c. 75 B Main Street – new construction – M. Williamson and K. Kirkland presented the application for the new building located on the lot at 75 Main

Street. Cathie stated that there will be a handicapped accessible concrete walkway leading from the sidewalk to the 14' X 15' structure. The siding will be heart of pine and the roof will be tin. There will be barn doors on a rolling track in the front and the side doors will be hinged to swing open to conduct maintenance on the inside. The concrete ramp and pad will be to code. She also stated that there will be a 4 ft overhang on the front with 4 X 4 pressure treated wood posts. The front of the structure will be 12 feet high and the rear will be 10 feet to accommodate the AC unit and allow for drainage. G. Baumgardner asked about the trim. C. Kirkland stated that the trim will also be old wood pine. G. Baumgardner asked if the doors would be left closed when the shop was closed. C. Kirkland stated that the doors will be open when the shop is open and closed when it is closed. M. Schuyler stated that the drawing did not show a skirt of wood to conceal the base of the trailer. C. Kirkland stated that a wood skirt was left off the drawing but it would be included in the building. R. Ferry stated that he spoke to the contractor who stated that he will add the appropriate notes to the drawing for permitting. After a short discussion, D. Pearman made a motion to approve the drawing with the wood skirt that was mentioned, 2nd by G. Baumgardner, motion carried 4-0.

III. Updates

a. Ownership of 99 Couch is being resolved in probate. Mr. Rush will keep us informed.

IV. Historical Preservation Commission Initiatives

a. none

V. HPC Guidelines

a. Sign Guidelines: R. Ferry reviewed the proposed guidelines. He stated that in previous guidelines, "inappropriate" was replaced with "not allowed". G. Baumgardner made a recommendation to add "or that portion of the building on which the sign is to be displayed" to the second paragraph. M. Schuyler asked about existing vinyl signs. R. Ferry stated that the guidelines and the new ordinance will only apply going forward. M. Schuyler asked if sandwich board signs are considered ground signs. R. Ferry stated by definition they are and that the City does not allow signs on the right-of-way. However, several years ago, to resolve the sandwich board sign issue, the downtown merchants were assembled to discuss this. They agreed to keep them adjacent to the building, placed not to block the access or egress from the buildings or sidewalks. They also agreed to police it themselves. If there is an issue, R. Ferry would remind the merchants of the resolution or hand it over to code enforcement. After a short discussion D. Pearman made a motion to approve the guideline as discussed and strike free standing signs and replace it with monument signs, 2nd by G. Baumgardner. Motion carried 4-0.

b. **Retail Trailers – R. Ferry stated that in June the HPC resolved that it would have a guideline for retail trailers within 90 days. He recommended that the following be added to the commercial guidelines: Retail trailers, whether temporary or permanent, are not allowed in the City of Senoia Historic District. Mr. Rehman asked how this would impact Beez Freeze. R. Ferry stated that the approved COA shows a building. The trailer will be enclosed inside of the building so would not apply. After a short discussion, D. Pearman made a motion to amend the commercial guidelines as proposed, 2nd by G. Baumgardner. Motion carried 4-0.**

VI. **Adjourn: C. Mullinax made a motion to adjourn, 2nd by D. Pearman. Motion carried 4-0.**

**City of Senoia
Historic Preservation Commission
September 14, 2015
Senoia Municipal Court
7:00 PM
Minutes**

Attending: J. Preece, G. Baumgardner, M. Schuyler, D. Pearman

Absent: R. Adams

Also: R. Ferry, Mr. and Mrs. Harrison, W. Parker, C. Hartpence, D. Petry, Mr. and Mrs. Hayes, D. Baumgardner, Mr. and Mrs. Martin, Ms. Nicole, D. Irving, B. Blandburg, S. Reeder

- I. Approval of August 2015 Minutes; D. Pearman made a motion to approve, 2nd by M. Schuyler. Motion carried 3-0. Preece excused.**

- II. Certificates of Appropriateness**
 - a. 24 Main Street – Awnings: W. Parker presented the application for a single-unit black and white awning across the front of the building. G. Baumgardner asked if the awning is cloth. Parker affirmed that it was. After a short discussion, D. Pearman made a motion to approve the COA as proposed, 2nd by J. Preece. Motion carried 4-0.**
 - b. 323 Bridge Street – addition and porch –G. Baumgardner stated that he knows the designer of the plan and asked if there were any objections. None stated. D. Petry presented the application for an addition to the house at 323 Bridge Street and front porch. He stated that the existing screen porch would be incorporated into the design of the addition. He further stated that he would use a poured wall foundation, brick based column with horizontal board underpinning. Windows will be 6 over 6 using true or divided light and a 2 inch frame brick mold. D. Pearman asked if the windows will be the grill between the panes? D. Petry stated that he will question his distributors about simulated divided light outside of the panes. After a short discussion J. Preece made a motion to approve the application as proposed, 2nd by D. Pearman. Motion carried 4-0.**
 - c. 38 Couch Street – new construction – G. Baumgardner excused himself since he designed the project. D. Pearman convened the discussion. Mr. Martin and Mr. Baumgardner presented the COA for new construction of the single family house. G. Baumgardner stated that the house is designed as a farm house. It will have cement based siding, architectural shingles and metal roof, brick finish foundation with no enclosures, 8 inch fascia. The windows will be simulated divided light and have a wider trim. Keith Harrison stated that since the applicant constructed a fence on the lot that water has been rushing into his property. R ferry stated that this is not part of this meeting but will be forwarded to Code Enforcement. After a short discussion J. Preece made a motion to approve the plan as proposed, 2nd by D. Pearman. Motion carried 4-0.**

d. 318 Bridge Street – new construction – D. Irving and B. Blandburg presented the COA for the new construction at 318 Bridge Street . G. Baumgardner stated that he knows the designer and asked if anyone has a concern with him participating in the discussion. None mentioned any concern. R. Ferry stated that he has been unsuccessful in attempts to contact the builder for details about the materials in the project. He suggested that since these are not on the plan that the board review material requirements with applicant. G. Baumgardner stated that the siding can be either wood or cement based lap siding. The roof can be either asphalt shingles or metal or a combination. The door should be as shown on the drawing. The windows must have 2 inch trim (bick mold) and any divided light shall be true or simulated. The front steps and porch are shown to be PT wood and is acceptable. The foundation will be a crawl space with stucco over concrete. The chimney is shown as stucco. None of the trim can be vinyl, composite or cement based is ok. Ms. Blandburg states that she was on council and was never informed that hse was in the Historic District and would have gotten different insurance if that was made clear to her. J. Preece stated that he had sent a letter about 5 years ago and R. Ferry stated that several years ago a COA was processed for the property. D. Pearman asked how we can approve the drawing. After a short discussion, R. Ferry was asked to read back the requirements. Both Ms. Blandburg and Mr. Irving stated they understand the requirements. That being done, D. Pearman made a motion to approve the COA as recorded and send a fax to Ms. Blandburg with the requirements, 2nd by G. Baumgardner. Motion carried 4-0

III. Updates
a. none

IV. Historical Preservation Commission Initiatives
a. none

V. HPC Guidelines
a. Windows – G. Baumgardner stated that since he is working on his own home design that it is best to sit out the discussion. R. Ferry stated that the current guidelines allow for true divided light and simulated divided light. Simulated divided light can also mean a grill inside the layers of glass. After a discussion about energy efficiency, R. Ferry suggested that the residential guidelines contain the following sentence: “Simulated divided light cannot be solely a grill inserted between layers of glass.” It was concluded that R. Ferry will work on this to better define the requirement.

VI. Adjourn: D. Pearman made a motion ot adjourn, 2nd by G. Baumgardner. Motion carried 4-0

**City of Senoia
Historic Preservation Commission
October 12, 2015
Senoia Municipal Court
7:00 PM
Minutes**

Attending: Full Commission

Also: R. Ferry, Bill & Claudia Wood, D. Baumgardner, Mr. & Mrs. Sterns

After a short discussion, G. Baumgardner made a motion to amend the agenda to include the sign request from Katie Lou's Café, 2nd by D. Pearman, motion carried 5-0.

- I. **Approval of September 2015 Minutes: With the exception of removing the "O" from Preece, D. Pearman made a motion to approve the minutes, 2nd by J. Preece, motion carried 4-0.**

- II. **Certificates of Appropriateness**
 - a. **86 Couch Street – New Construction: G. Baumgardner appointed R. Adams as Chair for the item and excused himself to present the COA as owner. G. Baumgardner stated that the drawings show the siding will be cement based lap siding with rock trim. Some of the trim will be synthetic and some will be cement based. The windows will be 2 over 1 wood or synthetic and will have the wide trim as required. R. Adams asked if the windows would have the muntins on the outside, Baumgardner stated they would. The roof will have architectural shingles with metal over the shed roofs and bays. M. Schuyler asked about the railings on the stairs. Baumgardner stated it would be iron like those around town. With no further questions, G. Baumgardner left the building while the discussion continued with the members. After a short discussion, J. Preece made a motion to approve the application as proposed, 2nd by R. Adams. Motion carried 4-0. (G. Baumgardner returned to the meeting as chair)**

 - b. **116 Baggary Way – Rear Porch: H. and S. Sterns presented the application for the rear porch. S. Sterns reviewed the drawings and stated that they desire to enclose the rear porch and make it into a sunroom as heated and cooled space. R. Adams asked what type of windows would be used. Sterns stated that they would be double hung wood windows. After a short discussion, R. Adams made a motion to approve the application as proposed, 2nd by D. Pearman, motion carried 5-0.**

 - c. **72 Main Street – Sign – B. Wood desires to bring sign from inside of the "Oh Chocolate" shop at 48 Main Street to the gable at 72 Main**

Street. The sign is aluminum and is painted brown. The sign has back lighting so won't need any additional lights. M. Schuyler asked about backlighting. D. Pearman explained that the light source is located behind the letters and will shine on the wall. B. Wood explained that the ordinance allows for a sign of 28 square feet, the proposed sign is under 16 square feet. G. Baumgardner stated that there guidelines have certain fonts that are approved. D. Pearman stated that the script is a brand therefore would not be subject to the font requirements. Wood stated that the font is used in the home office in Seattle. After a short discussion, J.Preece made a motion to approve, 2nd by R. Adams, motion carried 5-0.

III. Updates

- a. Unfit homes

IV. Historical Preservation Commission Initiatives

- a. none

V. HPC Guidelines

- a. Amendment to the Accessory Structure Guidelines: G. Baumgardner made a motion to amend the accessory structure guidelines to include "The accessory structure shall be constructed to have wooden swinging barn doors or wooden barn doors that are on sliding rails", 2nd by J. Preece. Motion carried 5-0
- b. Windows Amendment: After a short discussion, R. Adams made a motion to amend Section 3.2 "Doors and Windows" #3 of the residential guidelines by adding, "Simulated divided light shall not be solely a grill inserted between the layers of glass.", 2nd by D. Pearman. Motion carried 4-1, G. Baumgardner opposed.

VI. Adjourn:

City of Senoia
Historic Preservation Commission
November 9, 2015
Senoia Municipal Court
7:00 PM
Minutes

Attending: Full Commission

Also: R. Ferry, P. Waldrop, B. Fant, J. Dale, C. Hartpence, C. Eichorst, H. Mallon

- I. Approval of October 2015 Minutes: J. Preece recommended that "Lights be added to the COA discussion for 72 Main Street. Motion to approve, D. Pearman 2nd by J. Preece. Motion carried 4-0.**

(R. Adams entered the meeting at this point)

II. Certificates of Appropriateness

- a. Lot 1 – Senoia Heights – Stallings Road – New Construction: P.**

Waldrop presented the application for COA approval. He stated that he took a Mitch Ginn Stock plan and amended it with a 3-car garage. He also stated that he has spoken with his realtor and other builders who suggested that the stone is removed from below the front gable. That section will be lap hardi-plank. He will also remove the arches in the plan above the door and upper window as well as in the porch. Those will be replaced with straight lines. He will add 2 feet to the porch and have a small reveal in the hardi-plank. The windows will either have a 1 X 4 or 1 X 6 trim and will have external mullions. All trim and shutters will be either wood or hardi-plank material nothing will be vinyl. R. Adams asked why he was removing the stone. He stated that he had a discussion with the realtor that led to that conclusion. He will keep the stone on the foundation up front then convert to stucco along sides and rear. It will be on a 4' crawl space. G. Baumgardner suggested that the stone terminate at logical places. The roof above the front window and over the porch is metal and the rest is architectural shingles. J. Preece asked where the house will be located along Stallings Road. Waldrop stated that it is the first vacant lot on Stallings after the historical society museum. G. Baumgardner stated that the chimney is not shown. Waldrop stated that it will be stucco. After a short discussion, R. Adams made a motion to approve as shown, 2nd by D. Pearman. Motion carried 5-0.
- b. 36 Broad Street – Pergola: B. Fant presented the COA for the Pergola.**

He stated that it will go behind the house and be visible from Morgna Street. The pergola will provide cover for the existing parking area and be used to display the commercial work the shop does. It will cover approximately 24' and will have a slight pitch from the front to the rear. The wood is pressure treated 6 X 6 with 2 X 8 joists. The end will have a

decorative cut. After a short discussion, J. Preece made a motion to approve the COA as approved, 2nd by R. Adams. Motion carried 5-0.

- c. **151 Main Street – Windows and Siding:** Ms. Dale presented the COA application for the windows and siding replacement. She stated that she will use 1 over 1 wood windows. The siding will be wood to match the existing. R. Adams stated that if there is not sheathing she will need to have it added to the project. Ms. Dale asked if the shuddters could be removed. D. Pearman stated that shudders like those are decorative and could be. After a short discussion D. Pearman made a motion to approve the COA, 2nd by J. Preece. Motion carried 5-0.

III. Updates
a. none

IV. Historical Preservation Commission Initiatives
a. none

V. HPC Guidelines
a. none

VI. Adjourn: R. Adams made a motion to adjourn, 2nd by J. Preece. Motion carried 5-0.

**City of Senoia
Historic Preservation Commission
December 14, 2015
Senoia Municipal Court
7:00 PM
Minutes**

**Attending: G. Baumgardner, M. Schuyler, D. Pearman, R. Adams
Also: R. Ferry, D. Baumgardner, D. Rehman, B. Wood, T. Brady, S. Tigchelaar, H. Mallon, C. Eichorst, C. Allerdice, Mr. and Mrs. Kirkland, M. Williamson, Mr. and Mrs. Chappell, R. Alberts.**

- I. Approval of November 2015 Minutes: D. Pearman made a motion to approve the minutes as presented, 2nd by R. Adams. Motion carried 4-0.**

- II. Certificates of Appropriateness**
 - a. New mixed Use Construction: 9 Main Street: S. Tigchelaar presented the site plan for the whole project. He stated that 9 Main Street consists of two two-story buildings separated by a courtyard connecting Main Street and Barnes Street. There will be retail below and residential lofts with balconies on the second level. Each building will have a brick façade on all sides, the brick details will be in accordance with the plan. Under the windows on the main level is a non-rotting panel that will be layered for depth. R. Adams asked about parking. Tigchelaar stated that parking for the lofts will be behind the restaurant on Barnes Street. The lofts will be accessed via door from the sidewalks. G. Baumgardner asked about the windows. Tigchelaar stated that they are aluminum clad similar to 42 and 48 Main Street with a heavy sash. The doors will be mahogany. Each store front will have gas lights. G. Baumgardner stated that the parapets are undefined. Tigchelaar stated that they are brick with metal caps. R. Ferry asked if the mechanical equipment will be placed on the roof. Tigchelaar stated the equipment will be centrally located and screened from view by the parapet. The balconies will have wrought iron balconies. M. Schuyler asked if these buildings will be touching the neighboring buildings. Tigchelaar stated they would not there is a 5-foot walkway between the building and the Lodge and about 3 feet away from Fox Hollow. Tigchelaar stated that they will need to construct a dumpster enclosure along Barnes for residential and commercial trash from the buildings. After a short discussion, R. Adams made a motion to approve the drawings with the requirement that the architect provide a letter stating that the building was constructed in accordance with the proposed plan, 2nd by D. Pearman. Motion carried 4-0.**

15 Barnes Street: Tigchelaar stated that 15 Barnes is a mixed use development with 5 retail units on the first level and 1 residential on the second with a roof top terrace. The buildings have brick facades on all sides with details that will be in accordance to the plan. The balconies will have wrought iron railings and beneath each window on the main level will be non-rot layered panels. The exterior lighting will be gas and the awnings will be fabric. G. Baumgardner asked the applicant to describe the exposed framing that the awning will cover. Tigchelaar stated that it will not be exposed metal. D. Pearman asked if the buildings will be staggered. Tigchelaar that the middle building is slightly recessed. M. Schuyler asked where the parking for this loft was going to be located. Tigchealaar stated that this lot has parking and will dedicate a spot for the loft. D. Chappell asked how many stories the building had. Tigchelaar stated there were two. After a short discussion, R. Adams made a motion to approve the drawings with the requirement that the architect provide a letter stating that the building was constructed in accordance with the proposed plan, 2nd by M. Schuyler. Motion carried 4-0.

27 Barnes Street – Tigchelaar stated that the building at 27 Barnes Street is a mixed use building with 2 retail store fronts on the bottom level and a residential loft with roof terrace on the second. The front elevation shows a bay window above the store front. The building is brick on all sides and will be constructed with details in accordance with the plan. Tigchelaar stated that the screen for the meters wil not be vinyl, but a non-rot material. C. Eichorst asked where the entrance to the loft would be located. Tigchelaar stated it would be on the north side. After a short discussion, D. Pearman made a motion to approve the drawings with the requirement that the architect provide a letter stating that the building was constructed in accordance with the proposed plan, 2nd by G. Baumgardner. Motion carried 4-0.

b. 75 Main Street – COA Amendment – Siding: R. Alberts, M.

Williamson and K. Kirkland presented the application. Alberts stated that the rough cut that was originally proposed for the building is not available for siding. He would like to finish the building with board and batten like several other buildings including city hall. Alberts explained that the building will be trimmed with 1X4's on the tops, bottoms, sides and all entry ways and a band at the roof level. G. Baumgardner asked what will be used for the batten. Alberts stated that it would be a wood 1x2 over the existing plywood. He stated that the wood would be stained or painted. R. Adams asked if there were any guidelines about the stain or paint. R. Ferry stated that the guidelines don't stated anything, but zoning requires that the color of the accessory structure match the color of the primary building. G. Baumgardner stated that batten is typically applied over a material that is intended for exterior use. The existing plywood is not for

exterior use. Alberts stated that he would stain it with a sealing material like Thompsons. D. Pearmans asked if the plywood is CDX. Alberts stated that it is. D. Pearman stated that CDX won't stand up to the weather. Alberts stated that it will begin to separate. G. Baumgardner stated that he is concerned that the plywood would fail. Alberts stated that another option is T1-11. M. Williamson asked if they could just reseal it. D. Pearman stated that the plywood is very thin layers of wood glued together and will separate and bow. Alberts stated that the band around will control that. D. Pearman asked if flashing was used on the shed roof. Alberts stated that it will be added. Alberts stated that T1-11 could be used and cased with 1X4 trim. H. Mallon asked about the thickness of the plywood. Alberts stated that it is ½ inch. C. Eichorst asked if the doors were changing. Alberts stated that they are the same as originally proposed. R. Adams asked what was approved. M. Williamson stated lap siding. D. Chappell stated that they have used pressure treated wood that did not fail. Alberts stated that it may be an option. G. Baumgardner stated that plywood is not an exterior material, another material must protect the plywood, applicant will need to put another material not coating over the plywood, then add the batten. After a short discussion, G. Baumgardner made a motion to apply water proof exterior material over the plywood then add the batten as shown, D. Pearman 2nd. Motion carried 4-0.

Ray Adams excused himself from the Commission to present the application for 503 Seavy Street.

- c. 503 Seavy Street – Front and rear porch, carport, window and siding: Adams stated that he intends to construct a front porch of 6X6 cedar beams and trimmed with cedar. The roof will be standing seam metal. He also desires to replace the windows with 1 over 1 PVC windows with a 2 inch brick mold around. He will construct a carport with Cedar posts and trimmed to match the porch. He desires to replace the garage doors to the basement with French doors. After a short discussion, D. Pearman made a motion to approve the COA as presented. Motion carried 3-0.

Ray Adams rejoined the commission.

- d. 70 Main Street – Sign and security enclosure: B. Wood presented two signs. The first is a wood sign in the gable and the second is a hanging sign above his seating area near the Buggy Shop Museum. After a short discussion, D. Pearman made a motion to approve the gable sign, 2nd by R. Adams. Motion carried 4-0. G. Baumgardner stated that the height needs to be checked and could be a hazard. After a short discussion, D. Pearman made a motion to approve the hanging sign, 2nd by R. Adams. Motion carried 4-0
B. Wood presented the chain link security enclosure behind the chocolate shop. It is used to keep the equipment safe while giving the opportunity for the PD to view inside while they pass. He stated that

the chain link does not encompass the whole yard and is used in several other locations around town. R. Adams stated that the guidelines do not allow this. D. Pearman stated that this is an administrative review board that has a guideline that does not allow chain link fences. After a short discussion R. Adams made a motion to deny, 2nd by D. Pearman. Motion carried 4-0

- e. 42 Main Street – Signage – T. Brady presents the sign application. She stated that it is a 37.5 X 37.5 inch wood sign with engraved and burnt black letters. The bracket is aluminum or may be iron with matt paint. After a short discussion, G. Baumgardner made a motion to approve the sign as presented, 2nd by R. Adams. Motion carried 4-0.**
- f. 48 Main Street – Signage – applicant did not show. Item tabled.**

III. Updates
a. none

IV. Historical Preservation Commission Initiatives
a. none

V. HPC Guidelines
a. none

VI. Adjourn: M. Schuyler made a motion to adjourn, 2nd by D. Pearman. Motion carried 4-0.