

Historic Preservation Commission
May 21, 2013 Meeting Minutes

A. Call to Order

The meeting was called to order at 5:45 p.m.

B. Roll Call

Present for roll call: Chairperson Jerry Hodges, Vice-Chair Pamela Sue Anderson, Commissioner Susan Johnson, Commissioner Billy Huggins and Commissioner Rae Lynn Tipping

Absent: None

Staff present: Senior Planner Joelle Jordan and Planner Technician Kerstin Harding

C. Approval of Minutes

C.1 Consider approval of the minutes from the February 19, 2013 meeting.

Motion by Commissioner Huggins and Second by Commissioner Anderson to approve the minutes of the February 19, 2013 meeting as submitted.

Vote: Aye: Chairperson Jerry Hodges, Vice-Chair Pamela Sue Anderson, Commissioner Susan Johnson, Commissioner Billy Huggins and Commissioner Rae Lynn Tipping. Nay: None. The vote was 5-0.

D. Presentations

D.1 Consider a presentation and action for a Certificate of Appropriateness for 1000 N. Interstate 35.

Senior Planner Joelle Jordan presented the proposal for an addition to the building, known as the Inn at Brushy Creek. The property was built in the 1850s and is architecturally significant as a well-preserved example of a limestone residence of the period. It is on the National Register of Historic Places, and has both Historic and Chisholm Trail Overlay Zoning. There have been two previous additions to the east, west and north sides of the property, in 1947 and 1967.

The current proposal is for a 2,312 square foot addition on the west side. The proposed work meets the code with the exception of the proposed windows (for which the applicant later presented an alternative). Staff recommends approval of the certificate of appropriateness with the following conditions:

- The addition will be as submitted, with a limestone exterior in a pattern similar to that of the existing structure;
- The roof of the addition shall be metal and match the style and color of the original structure;
- The proposed windows should not conflict with the standards of the Chisholm Trail Overlay Zoning – wood is preferred, although the Commission has previously considered wood alternatives for new structures;
- The door material needs to be confirmed, as it was not in the original application;
- The wood fencing and HVAC screening is acceptable, but the screening and parking will be reviewed separately as part of site permit review.

The project's architect, George Lewis, explained that the owner was looking at composite materials as a lower-maintenance alternative to wood. The door will be similar to the existing door, in that it will be a multi-panel wood door with true lights. The rest of the building will be maintained, including the color scheme of mauve-brown trim with white accents to the windows, columns and support beams.

Chairman Hodges noted that there are composite materials that are inappropriate, but that there are also materials that are very similar to wood once painted, and suggested allowing staff approval of the final choice. Commissioner Tipping asked why the addition was moved so far forward on the site. Mr. Lewis answered that it was to comply with a city setback requirement, and to avoid relocating the utility connections.

Motion by Vice-Chair Anderson and Second by Commissioner Johnson to approve a Certificate of Appropriateness for an addition to the Inn at Brushy Creek, 1000 N. Interstate 35, with the following conditions (with references to the *Design Guidelines for Historic Commercial and Residential*

Districts and Properties, and the Chisholm Trail Overlay Zoning standards from Code of Ordinances Sections 46-158):

1. The design may be as proposed in the submitted plans, for a 2,312 square foot addition to the west of the original building.
2. The exterior material of the addition shall be limestone in a pattern similar to that on the existing structure.
3. The roof material should be metal in the style and color of the original structure.
4. Windows on the addition are to be made of wood or wood-appearing composite material, double-hung, painted white, with non-reflective glass, multi-paned, and of similar size and proportion to the existing structure. The final material choice and design shall be approved by staff.
5. The material for the doors on the addition shall be wood, with a true lite pattern similar to the doors on the original building. The final material choice and design shall be approved by staff.
6. All exterior lighting, hardware and landscaping will be approved by staff once selected.
7. The wood fence screen is to be reviewed for compliance with Historic Design Guidelines page 3 as part of its site development permit review.

Vote: Aye: Chairperson Jerry Hodges, Vice-Chair Pamela Sue Anderson, Commissioner Susan Johnson, Commissioner Billy Huggins and Commissioner Rae Lynn Tipping. Nay: None. The vote was 5-0.

D.2 Consider a presentation and recommendation regarding 2013 applications for partial tax exemption for historically significant properties.

Commissioner Huggins abstained from voting on this item, since he had applied for the tax exemption for two of his properties. Joelle Jordan thanked the Commission for their efforts inspecting the properties this year, and outlined the exemption program and process. There were 53 applications this year, of which eleven had outstanding maintenance issues that had not been remedied since they were noted in the 2012 inspections, and could potentially fail the maintenance requirement for the exemption. One of these properties, 1000 N. IH 35, will soon have its maintenance issues corrected during the construction of an addition (see previous agenda item), and its rating was changed to "needs maintenance" as it is under renovation.

Of the other ten properties, the commission reviewed the inspection forms and photos, and determined what work would have to be completed and re-inspected before the recommendation is presented to City Council in order to avoid a "fail" rating. They opted to grant staff the authority to amend the 2013 inspection report if sufficient progress on the repairs is made before the ordinance granting tax exemptions is presented to the City Council.

Motion by Commissioner Tipping and Second by Commissioner Johnson to approve the 2013 partial property tax exemptions, noting that the properties discussed must comply with the terms that the Commission set out, and to grant staff the authority to amend the 2013 inspection report to change the rating when work is completed.

Vote: Aye: Chairperson Jerry Hodges, Vice-Chair Pamela Sue Anderson, Commissioner Susan Johnson, and Commissioner Rae Lynn Tipping. Abstained: Commissioner Huggins. Nay: None. The vote was 4-0.

D.3 Consider applications and appoint members of a committee to assist with the selection of 2013 Local Legend Awards.

Joelle Jordan described the role of this citizen volunteer committee in assisting the selection of local Legend Award recipients. The committee is expected to meet to review nominations before presenting its 2013 Local legend Award recommendations at the August work session.

This year there are six applicants for the committee, five of whom have served previously. The applicants are Kami Barron, Jesus Franco, Cathy Kincaid, Rufus Honeycutt, Dale Ricklefs, and the new applicant, Dora Owens. Staff recommends approval of all six applicants.


Motion by Commissioner Tipping and Second by Commissioner Johnson to approve the six applicants, Kami Barron, Jesus Franco, Kami Barron, Jesus Franco, Cathy Kincaid, Rufus Honeycutt, Dale Ricklefs, and Dora Owens, members of the selection committee for the 2013 Local Legend Awards.

Vote: Aye: Chairperson Jerry Hodges, Vice-Chair Pamela Sue Anderson, Commissioner Susan Johnson, Commissioner Billy Huggins and Commissioner Rae Lynn Tipping. Nay: None. The vote was 5-0.

E. Adjournment

The meeting adjourned at 7:02 p.m.

Respectfully Submitted,



Kerstin Harding
Planning Technician