

MINUTES OF THE LANDMARKS BOARD

DATE: December 16, 2020

TIME: 5:30pm

The special meeting and public hearing of the Landmarks Board was held on the above date and time via Zoom.

Staff members: Michael Sparlin, Senior Planner and Tom Rykowski, Assistant Attorney

ROLL CALL:

Landmarks Board members: Kaitlyn McConnell (Vice-Chair), Kent Brown, Layne Hunton, Randall Allen, Adam Letterman, Paul Lewis, and Kent Brown. Absent: Paden Chambers (Chair).

APPROVAL OF MINUTES: N/A

NEW BUSINESS:

Certificate of Appropriateness:

504 E. Commercial Street – Pat Pierce, architect, stated that the first floor is commercial and the second floor is an apartment and wants to put in a balcony by removing a window and replacing with a door and also adding a patio with access from the 2nd floor apartment (tenant use only). Adding a window on the northside for added light and replacing north facing windows with aluminum clad windows vs wood windows as previously stated.

Mr. Randall Allen wanted to confirm that the rooftop patio is for the 2nd floor tenant only and Mr. Adam Letterman asked about the north side façade windows.

Ms. Pierce stated that it is only for the tenant and that the windows being replaced will be the “original” window size that was approved to be replaced in 2017.

Ms. Kaitlyn McConnell closed the public hearing.

Ms. Kaitlyn McConnell is in favor of the recommended changes and asked about staff's recommendation.

Mr. Michael Sparlin noted that is not aware of other rooftop patios on Commercial Street and that the decision is up to the Landmarks Board to approve or not approve and is not addressed the in the new Commercial Street Guidelines and also stated that it appears the railing would not be visible from Commercial Street.

Mr. Layne Hunton noted that he has no objections with the project and looks like the owners are doing a decent amount of work to upgrade the building.

Mr. Adam Letterman stated that if the railings cannot be seen from Commercial Street, that he has no objections.

Mr. Paul Lewis stated that he has a hard time visualizing the railings. Mr. Michael Sparlin showed samples and Ms. Pierce noted that they are 42' guard rails and will be placed inside the brick parapet.

Board Action

Kaitlyn McConnell motioned to **approve** Certificate of Appropriateness (504 East Commercial Street). Adam Letterman seconded the motion. The motion carried as follows: Ayes: Kaitlyn McConnell (Vice-Chair), Kent Brown, Layne Hunton, Randall Allen, Adam Letterman, Paul Lewis, and Kent Brown. Nays: None. Abstain: None. Absent: Paden Chambers (Chair)

Certified Local Government Review: None

Pre-Application Review: None

Local Historic Site Nomination Review: None

COMMUNICATIONS: None

REPORTS:

Report on Committees: None

Application: None

Demolition: None

Historic Site and Districts

Jefferson Avenue Footbridge: Michael Sparlin stated that City Council amended the project budget to allow a \$35,000 donation.

Mr. Paul Lewis asked if the City Council will be following the Landmarks Board recommendations and what is the status.

Mr. Michael Sparlin stated the Landmarks Board's recommendation had been forwarded to City Council and it was their decision. The project had not been out for bid yet.

Potential Local Nomination: None

Communications: There will not be Landmarks Board meeting on December 30, 2020.

Awards and Recognition: None

Design Guidelines: None

Administrative approval of C of A's: None

Any other matters that fall under the jurisdiction of the Board: None

ADJOURNMENT:

There being no further business, the meeting was adjourned.

A handwritten signature in cursive script that reads "Michael Sparlin". The signature is written in dark ink and is positioned above a horizontal line.

Michael Sparlin, Senior Planner