

**Historic Zoning Commission  
Meeting Minutes  
March 25, 2014**

The Historic Zoning Commission held a meeting on March 25, 2014 at 12:00 p.m. in the Administrative Conference Room at the Municipal and Safety Building.

**Members Present**

Sam Fullen  
Tom Mozen  
Liz Biosca  
Greg Cox  
Valda Jones  
Sheila Cox

**Staff Present**

Jessica Harmon, Planner

**Members Absent**

**Also Present**

Travis Blount  
Ken Ross  
CW Parker

Chairman Biosca called the meeting to order at 12:00 p.m. and a quorum was present

The first item on the agenda was to consider approval of the agenda.

**MOTION: Fullen**                      To move Certificates of Appropriateness ahead of the  
**SECOND: Jones**                      Commission business and approve agenda.

**VOTE: Approved 6-0**

The next item on the agenda was the consideration of Certificate of Appropriateness #2014-121 since the petitioner for Certificate of Appropriateness #2014-120 had not yet arrived.

Staff asked the petitioners of 217 E. Main Street and 112 E. Market Street to give a description of their proposed project. Mr. Parker, with Ken Ross Architects, described that the petitioners were proposing to rebuild both front facades of 217 E. Main Street and 112 E. Market Street. He stated that the plan was to rebuild both facades back with brick, matching the existing brick pattern and replace the second floor windows with insulated wood clad units which will replicate the existing design. On the Main Street side, Mr. Parker stated that they wished to remove the large show windows and recess them back to the main entrance as well as put the door that leads to the second floor facing Main Street instead of facing sideways. This would allow the owners to use this space for outdoor dining. Commission members expressed concern over the removal of these windows and the appearance of a large dark blank space. Mr. Parker expressed that if this became a problem area for downtown as relating to safety issues, the property owners would address the situation. Continuing on, Mr. Parker explained that all new display windows and doors would have dark anodized aluminum framing. Also on the Main Street Side, the petitioner proposed adding two small windows that would fit within the decorative brick work at the top of the building. Mr. Parker then moved on to more details with the Market Street side of the

building. The property owners proposed to replace the storefront doors and include dark anodized aluminum trim on them. Also, the petitioner is proposing to bring back the transom windows that were once located above the entryway on the Market Street Side. The petitioner was planning on using EFIS for a portion of this side of the façade. Commission members asked if the petitioner was against using brick for the entire façade and the petitioner was agreeable.

Staff presented their recommendation of approval stating that these changes fall within the Downtown Design Guidelines.

**MOTION: Jones** To approve Certificate of Appropriateness #2014-121 with the condition that if the existing EFIS on the Market St. side of the building comes down, it would go back up with brick instead and that if the petitioner wishes to change their design relating to the storefront window location on the Main St. side, they will not have to come back to the HZC for additional approval.  
**SECOND: S. Cox**

**VOTE: Approved 5-0-1 (Mozen)**

At this point, Chairman Biosca directed the Commission back to the regular order of the agenda. The next item to be considered was the approval of the minutes of the regularly scheduled meeting on January 28, 2014.

**MOTION: Fullen** To approve the minutes of the regularly scheduled January 28, 2014 meeting as submitted.  
**SECOND: Biosca**

**VOTE: Approved 6-0**

The next item on the agenda was the consideration of amendments to the By-Laws of the HZC. Staff presented the By-Laws and stated that these changes were merely housekeeping in nature and to help ensure an orderly meeting is held when dealing with the public. Commissioner S. Cox pointed out a typo and staff said they would fix it.

**MOTION: G. Cox** To approve the By-Laws with amendment presented.  
**SECOND: Fullen** 2014 meeting as submitted.

**VOTE: Approved 6-0**

On the agenda next was the consideration of Certificate of Appropriateness #2014-120. This item was deferred from last month's meeting to allow time for the petitioner to redraw his proposal showing how his project would differ from the house directly beside it. Since the petitioner was not present, staff gave a description of the proposed work and presented a favorable recommendation. The Commission was very pleased with the changes that the petitioner had made.

**MOTION: Fullen** To approve Certificate of Appropriateness #2014-120 for the construction of a new house at 726 W. Pine Street per submitted sketch which shows the house differing from the adjacent one at 724 W. Pine Street.  
**SECOND: Biosca**

**VOTE: Approved 6-0**

At this point, a discussion of the Downtown Design Guidelines ensued. Staff walked the Commission through the first 14 pages of the Guidelines making recommendations and hearing recommendations from other Commission members. A plan was put in place to continue walking through the Guidelines at a pace like this until we reach the end and staff can formulate a final draft of proposed amendments.

There being no other business, the meeting adjourned at 1:03 p.m.

APPROVED:

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Liz Biosca, Chairman