



## **City of Mount Airy Historic Preservation Committee Meeting Minutes**

January 18, 2017 – 5:30 PM  
First Floor Conference Room, City Hall  
300 S. Main Street – Mount Airy, NC 27030

*Members Present:* Mary Fawcett, Chair  
Amanda Yarboro, Vice-Chairwoman  
Bobbie Collins  
Glenda Creech  
Shelby King  
Barbara Oliver  
Mary Planer  
Betty Wright

*Member Absent:* None

*Staff Present:* Andy Goodall, CZO – Planning Director  
Will Linville, AICP – City Planner

*Guest(s):* A. Mark Hiatt, P.E.

### **I. Call to Order**

Chairwoman Fawcett called the meeting to order at 5:25 PM.

### **II. Determination of a Quorum**

With eight (8) members present, Chairwoman Fawcett determined there was a quorum.

### **III. Approval of Previous Minutes**

Chairwoman Fawcett asked the Commission for a motion to approve the minutes. After some corrections were pointed out, Ms. Wright made a motion to approve the minutes as revised. Ms. Betty Wright seconded the motion, which passed unanimously (7-0).

### **IV. Approval of Agenda**

Chairwoman Fawcett asked the Commission for a motion to approve the agenda. Ms. Barbara Oliver made a motion to approve. Vice-Chair Yarboro seconded the motion, which passed unanimously (7-0).

## **VI. Certificate of Appropriateness Hearings**

### ***a. 2017-COA-01 (Residential Upfit of Existing carport/porch located at 306 Cherry St.)***

Mr. Linville gave the Board a brief update on the Certificate of Appropriateness application for 306 Cherry St., submitted by the owner of the dwelling, Mr. Tony Martin. He stated that it was planned that the improvements made to the existing carport and dwelling would result in an enclosed carport with two (2) garage doors, and a covered porch. Additionally, the applicant provided engineered drawings for the proposed improvements, and stated that materials such as brick and roofing would be paired to match the house's existing conditions. The homeowner's engineer and contractor were there to answer any questions that the Board may have and were sworn in accordingly.

The Board remarked that they were impressed with the application packet and had only one or two simple questions regarding the type of materials used and whether or not the carport would be completely closed in. The engineer confirmed that the plan is to use matching materials and completely enclose the parking area, while keeping the existing stairs to access the covered porch.

With there being no other questions, Ms. Oliver made a motion that the City of Mount Airy Historic Preservation Commission find as a fact that the proposed construction of a stick-built, open air porch and enclosed carport, if done according to the application and plans submitted on January 5, 2017, and approved by this Commission on January 18, 2017 is not incongruous with the character of the district for the reason that the general form and proportion are generally in harmony with the character of the adjoining properties and the historic district. Ms. Creech seconded the motion, which passed unanimously (7-0).

Ms. Yarboro then made a motion that the City of Mount Airy Historic Preservation Commission grants a Certificate of Appropriateness to Mr. Anthony Martin. Ms. Collins seconded the motion, which passed unanimously (7-0).

## **VII. New Business**

### ***a. SHPO visit update – Will Linville, AICP; Andy Goodall, CZO***

Mr. Linville spoke briefly on what was discussed the week prior when Ann Swallow and Amber Kidd, both from the State Historic Preservation Office. Mr. Goodall then filled them in on what would be required for the HPC to keep their Certified Local Government status. Those requirements include continuing education, outreach, and eventually updating the City's

architectural survey. He explained that a pass through grant from the SHPO office will be available to cover up to 60 percent of the survey update's cost. By straw vote, the HPC voted unanimously to support efforts to acquire matching funds from the City and proceed with the grant process (7-0).

### **VIII. Adjourn**

With there being no further discussion, the meeting was adjourned at 6:00 PM by a motion from Ms. Wright. Ms. Collins seconded the motion, which passed unanimously (7-0).



## **City of Mount Airy Historic Preservation Committee Meeting Minutes**

April 19, 2017 – 5:30 PM  
First Floor Conference Room, City Hall  
300 S. Main Street – Mount Airy, NC 27030

*Members Present:* Mary Fawcett, Chair  
Amanda Yarboro, Vice-Chair  
Bobbie Collins  
Glenda Creech  
Shelby King  
Barbara Oliver  
Betty Wright

*Member Absent:* Mary Planer

*Staff Present:* Will Linville, AICP, City Planner  
Andy Goodall, Jr., CZO, Planning Director  
Hugh Campbell, City Attorney

*Guest(s):* Suzanne Lewis Brown  
Linda Georges  
Suzanne Settle  
Betsee McPhail

### **I. Call to Order**

Ms. Glenda Creech called the meeting to order at 5:35 PM.

### **II. Determination of a Quorum**

With five (7) members present, Chairwoman Fawcett determined there was a quorum.

### **III. Approval of Minutes**

Vice-Chair Yarboro made a motion to approve the previous meeting's minutes as presented. Ms. Wright seconded the motion, which passed unanimously (6-0).

## **V. Approval of Agenda**

Ms. Wright made a motion to approve the agenda. Ms. Collins seconded the motion, which passed unanimously (6-0).

## **VI. Certificate of Appropriateness Hearings**

*2017-COA-02 (Driveway installation at 501 S. Main Street)*

Mr. Linville presented the Commission with a basic review of the application before them. He stated that the request mirrors the same request that was heard and decided on in March of 2016 (2016-COA-01).

He also stated that staff worked with the applicant to find a solution that worked within the parameters of the design guidelines, but none worked for the applicant.

Chairwoman Fawcett asked Mr. Campbell, attorney for the City of Mount Airy, if the HPC was required to hear an identical case that had been decided on previously. Mr. Campbell responded by stating that the hearing that had been heard previously (2016-COA-01) and the one presented to them today are quasi-judicial hearings, which means that rules of the courtrooms are applicable. There is a rule of civil procedure called 'res judicata' and the basic definition is that 'the matter has already been litigated.' The definition from the North Carolina Supreme Court describes the doctrine of res judicata as 'a final judgment on the merits in a prior action in a court of competent jurisdiction precludes a second suit involving the same claim between the same parties.' This means the case cannot be heard a second time.

The doctrine of res judicata has been applied to quasi-judicial decisions. In land use cases, the legal issue becomes 'has there been a change in the conditions or circumstances which would justify the reconsideration of an action?' The question before the Commission is, Mr. Campbell continued, based on the application, whether or not there has been a change in conditions or circumstances that would justify the reconsideration of a previous action.

Based on the staff report and the staff review of the application, the application of the driveway is identical to the previous application. If that is the finding of this Board, that the application is identical and there have been no changes in circumstances. A litigant who is beyond the appeal period cannot continue to come before the board with the same action after actions and it becomes a matter of judicial economy.

Ms. Fawcett then stated that according to her review of the application it is exactly like it was a year ago. She asked the rest of the Board if they have seen any changes in the application. Ms., Creech agreed with Chairwoman Fawcett's assertion

## **VII. New Business**

### *a. Grant Update*

Mr. Linville informed the Board that he had completed the grant application for an updated historical survey. This application was submitted to the State Historic Preservation Office in Raleigh, NC. He explained that planning staff should hear back on whether or not the grant would be awarded by late spring.

### *b. Preservation NC's 2017 Conference, Sept. 27-29*

Mr. Linville brought up Preservation NC's 2017 conference and encouraged Commissioners to attend if they were able. He also informed them that, due to budget constraints, there would likely be no money available to offset the costs associated with the conference. If the situation changes between now and closer to the conference date, the Commission would be made aware.

### *c. Other Business*

Mr. Linville brought up the condition of some houses within the Local Historic District, noting that a handful could really use some attention. Commissioners agreed, and Mr. Linville said he would work with Mr. Steve May, Code Enforcement Officer, to address those homes' needs. He also pointed out that a few homes that were given COA's to remove and replace trees never replanted trees after the old ones were cut down. Mr. Linville said he would investigate those issues.

## **VIII. Adjourn**

With there being no further discussion, the meeting was adjourned at 6:30 PM by a motion made by Ms. Creech. Ms. Oliver seconded the motion. Motion passed unanimously (7-0).



## **City of Mount Airy Historic Preservation Committee Special Meeting Minutes**

June 28, 2017 – 5:30PM  
First Floor Conference Room, City Hall  
300 S. Main Street – Mount Airy, NC 27030

*Members Present:* Bobbie Collins  
Glenda Creech  
Shelby King  
Barbara Oliver  
Mary Planer  
Amanda Yarboro, Vice-Chairwoman

*Member Absent:* Mary Fawcett, Chairwoman  
Betty Wright

*Staff Present:* Will Linville, AICP – City Planner  
Andy Goodall Jr., CZO – Planning Director

*Guest(s):* Mr. Ken White – Surry Arts Council

### **I. Call to Order**

Vice-Chairwoman Yarboro called the meeting to order at 5:30PM.

### **II. Determination of a Quorum**

With six (6) members present, the Vice-Chairwoman determined there was a quorum.

### **III. Approval of Minutes**

The Vice-Chairwoman asked the Commission for a motion to approve the minutes from the previous meeting. Ms. Mary Planer made a motion to approve the minutes with corrections. Ms. Barbara Oliver seconded the motion, which passed unanimously (6-0).

### **IV. Approval of Agenda**

The Vice-Chairwoman asked the Commission for a motion to approve the agenda. Ms. Planer made a motion to approve the agenda as presented. Ms. Glenda Creech seconded the motion, which passed unanimously (6-0).

## **V. Certificate of Appropriateness Hearings**

### ***2017-COA-03 (Brick Sitting Wall at 218 Rockford Street (Andy Griffith Playhouse Picnic Area))***

The Vice-Chairwoman introduced the case and asked Mr. Linville to present his findings. Mr. Linville gave the board an overview of the staff report, highlighting the location of the wall on the property, the proposed size, and the materials (brick/granite) to be used. Mr. Linville proceeded to introduce Mr. Ken White of the Surry Arts Council to answer any questions the Commission had about the wall.

Before proceeding, Mr. Andy Goodall swore in Mr. White. Mr. White summarized the need for the wall in order to provide a way to corral children from running out into the parking lot, as well as providing a visually pleasing feature to the property. Mr. Linville asked if there would be a granite cap on the wall. Mr. White responded that the wall would be roughly twenty-four (24) inches in height with a six (6) inch granite cap. He also added that the wall would end at the sidewalks in order to not block ingress/egress from the Playhouse. In addition, there are plans to place new picnic tables inside the wall.

The Chairwoman asked if the wall would have columns like the example provided (ONS Winery parking lot sitting wall). Mr. White did not believe the columns were part of the plan. The Commission agreed that they all liked the addition of the columns to the wall. Mr. White commented that he thought the maximum height allowed was twenty-four (24) inches, which would limit the height of columns. Mr. Goodall explained to Mr. White and Commission that walls/fences over eighteen (18) inches in height within public view require Commission approval via a Certificate of Appropriateness, but there is no twenty-four (24) inch height limitation. (Note: Zoning Ordinance allows up to six (6) feet tall fences/walls) He also added that he didn't believe the lack of columns was due to a height restriction, but that granite columns are costly.

Ms. Oliver asked if the City would be installing the wall. Mr. White responded that a private contractor would be completing the installation. Ms. Oliver and Ms. Bobbie Collins asked if the City would be paying for the wall. Mr. White responded that the Surry Arts Council would be paying for the wall. Ms. Oliver asked about the location of the granite tables that were at the Playhouse. Mr. White explained that they have been relocated to various locations. After a lengthy discussion about the addition of brick or granite columns similar to what was built at the ONS winery parking lot and provided as an example in the application packet, the Commission decided to add a recommendation that if their budget allows so, the Surry Arts Council should add either brick or granite pillars at ends and corners of wall. Mr. White said he would share this with Ms. Tanya Jones. The Commission thanked Mr. White for attending and answering all their questions.

The Vice-Chairwoman made a motion that the *City of Mount Airy Historic Preservation Commission* find as a fact that the proposed construction of a brick sitting wall with granite capstone., if done according to the application and plans submitted on June 23, 2017, and approved by this Commission on June 28, 2017, is not incongruous with the character of the district, for the reason that the general form and proportion are generally in harmony with the

character of the adjoining properties and the historic district. However, the City of Mount Airy Historic Preservation Commission highly recommends that the applicant add either brick or granite pillars at the ends and corners of the wall (similar to the pictures submitted with application). Ms. Oliver seconded the motion, which passed unanimously (6-0).

The Vice-Chairwoman then made a motion that based on the preceding findings of fact, the *City of Mount Airy Historic Preservation Commission* grant a *Certificate of Appropriateness* to the Surry Arts Council subject to the recommendation specified previously. Ms. Oliver seconded the motion, which passed unanimously (6-0).

#### **VI. New Business**

Mr. Linville informed the Commission that there has been no official update from SHPO on the survey grant application, but that he felt certain that the City would be awarded the grant soon. At that point the Board of Commissioners would then need to accept the grant. Mr. Linville also said he would check into the dead trees near First Baptist Church.

#### **VII. Adjourn**

With there being no further discussion, the meeting was adjourned at 6:00 PM by a motion made by Ms. Oliver. Ms. Planer seconded the motion. Motion passed unanimously (6-0).



## **City of Mount Airy Historic Preservation Committee Meeting Minutes**

November 15, 2017 – 5:30PM  
Planning Conference Room, City Hall  
300 S. Main Street – Mount Airy, NC 27030

*Members Present:* Amanda Yarboro, Vice-Chairwoman  
Bobbie Collins  
Glenda Creech  
Shelby King  
Barbara Oliver

*Member Absent:* Mary Planer  
Mary Fawcett, Chairwoman  
Betty Wright

*Staff Present:* Ben Barcroft – City Planner

*Guest(s):* Ms. Mary Boyles – Shepherd’s House  
Mr. Rence Callahan – Walter Robbs Callahan

### **I. Call to Order**

Chairwoman Amanda Yarboro called the meeting to order at 5:35PM.

### **II. Determination of a Quorum**

With five (5) members present, the Vice-Chairwoman determined there was a quorum.

### **III. Approval of Minutes**

The Vice-Chairwoman asked the Commission for a motion to approve the minutes from the previous meeting. Ms. Barbara Oliver made a motion to approve the minutes. Ms. Bobbie Collins seconded the motion, which passed unanimously (4-0).

### **IV. Approval of Agenda**

The Vice-Chairwoman asked the Commission for a motion to approve the agenda. Ms. Bobbie Collins made a motion to approve the agenda as presented. Ms. Barbara Oliver seconded the motion, which passed unanimously (4-0).

## **V. Certificate of Appropriateness Hearings**

### ***2017-COA-04 (Shepherd's House Expansion)***

Samples of different building were distributed among the board members.

Mr. Rence Callahan introduced himself to the board. He then went into detail explaining the material samples that they were looking at.

Ms. Yarboro made a motion that the City of Mount Airy Historic Preservation Commission find as a fact that the proposed construction of a new facility, if done according to the application and plans submitted on September 8, 2017, and approved by this commission on November 15, 2017, is congruous with the character of the district for the reason that the general form and proportion are generally in harmony with the character of the adjoining properties and the historic district. Provided however, that the application is granted subject to the following conditions: Additional approval will be required for signage, landscaping, lighting, and/or major changes made to the plans as submitted. Ms. Creech seconded the motion, which passed unanimously (4-0).

Ms. Yarboro made a motion, based on the preceding findings of fact, I move that the City of Mount Airy Historic Preservation Commission grant a *Certificate of Appropriateness* to Walter Robbs Callahan, Pierce Architects, and the Shepherd's House, subject to the conditions specified in the findings of fact made previously. Ms. Collins seconded the motion, which passed unanimously (4-0).

## **VI. New Business**

Mr. Barcroft gave an update on the RFP for the architecture review. He said that RFP had been finalized and sent out.

Several of the board members brought up the issue of homes along South Main Street needing trees replaced. The main address of concern was 501 S Main Street with their also being concern with the conditions at 400 & 421 S Main.

## **VII. Adjourn**

With there being no further discussion, the meeting was adjourned at 6:05 PM by a motion made by Ms. Collins. Ms. Creech seconded the motion. Motion passed unanimously (4-0).



## **City of Mount Airy Historic Preservation Committee Special Meeting Minutes**

September 26, 2017 – 5:30PM  
Planning Conference Room, City Hall  
300 S. Main Street – Mount Airy, NC 27030

*Members Present:* Mary Fawcett, Chairwoman  
Bobbie Collins  
Glenda Creech  
Shelby King  
Barbara Oliver

*Member Absent:* Mary Planer  
Betty Wright  
Amanda Yarboro, Vice-Chairwoman

*Staff Present:* Ben Barcroft – City Planner  
Andy Goodall Jr., CZO – Planning Director

*Guest(s):* Ms. Mary Boyles – Shepherd’s House  
Mr. Rence Callahan – Walter Robbs Callahan (via conference call)

### **I. Call to Order**

Chairwoman Mary Fawcett called the meeting to order at 5:50PM.

### **II. Determination of a Quorum**

With five (5) members present, the Chairwoman determined there was a quorum.

### **III. Approval of Minutes**

The Chairwoman asked the Commission for a motion to approve the minutes from the previous meeting. Ms. Glenda Creech made a motion to approve the minutes. Ms. Bobbie Collins seconded the motion, which passed unanimously (5-0).

### **IV. Approval of Agenda**

The Chairwoman asked the Commission for a motion to approve the agenda. Ms. Barbara Oliver made a motion to approve the agenda as presented. Ms. Bobbie Collins seconded the motion, which passed unanimously (5-0).

## **V. Certificate of Appropriateness Hearings**

### ***2017-COA-04 (Shepherd's House Expansion)***

Andy introduces Rence Callahan to present on the Shephard's House for the certificate of appropriateness hearing. He will be the senior architect for the project working with Walter Robbs Callahan. Mr. Callahan then went into detail on previous projects he and his firm had worked on, with attention to those related to historic preservation. The 11,500 square foot project includes administration, food storage/prep, and shared living spaces. The building would have a total of 12 bedrooms and located at the southern corner of Rockford and Spring Street. The current property is made up of 2 parcels. The objective is to reconfigure the property so that instead of the property line running from NW to SE it would run NE to SW. The current building would thus have the property along Rockford and the other parcel would be created southeast for the new structure. An easement would then be granted for deliveries to the new structure.

Mr. Callahan then went over pictures of the existing property. He used slides in order to help explain the proposed site layout showing the 30 feet elevation change along the proposed site. The property would be much larger than the existing property however; the building would be sectioned in a way that would give it the appearance of being two houses close together. This perceived density would fit in with current houses in the Historic District. These sections would be built to a similar scale and character of existing houses in the Historic District. The administration, dining, and classroom area would be set back and used as a link between the two housing sections. He then went on to explain the layouts of the levels and how they would connect. Also, along Spring Street there would be a screened courtyard, playground, and garden space.

Mr. Callahan went over the firm's relative experience by showing examples of projects that were of similar scale and historic residential character. He recommended incorporating building materials that look traditional but, give longer life. He then went over materials that were submitted for use on the exterior of the project. He proposed using FRP Fiberglass Reinforced Polyester for most of the trim and to use fiberglass siding on basic building elements. There would be clad windows frames and Doors to decrease maintenance requirements. They looked to the character of the historic residential district for the architectural character. The firm observed that there were a variety of architecture elements to choose from in the historic district such as, hip end roofs, gable roofs, and porches.

Mr. Callahan emphasized that the set of plans being presented is clearly not a finished set of construction documents but, a first step of submission to see if the commission senses that the firm is headed in the right direction with regards to the scale, streetscape relations, and architectural elements to reflect the residential character of the historic district. He said if the

commission determined that they were headed in the right direction, they would then later submit the actual construction documents for approval. He then asked if there were any further questions.

Ms. Fawcett asked Mr. Callahan if the Fiberglass Reinforced Polyester siding was like a vinyl siding. He said no, it is harder. He then referred back to their relevant experience and president images. The images showed siding on buildings that replicated real wood. He said the issue with real wood was the ongoing cost of maintenance. He said you can tell it is synthetic but, it is a very solid product that they recommend based on maintenance costs. Ms. Creech said she wasn't as interested in the trim as the building itself. She asked if it would be the same Fiberglass Reinforced Polyester or a vinyl siding. Mr. Callahan said it would be a synthetic but not vinyl siding. He said it would be similar to Hardie board and they could get samples as part of the supplemental presentation. Ms. Creech said that last year when the project first came before the commission they made it very clear that they were not interested in anything with vinyl siding but, the Hardie board would be more acceptable. She then pointed out that the exterior materials list said that the materials included will meet minimum standards. She said minimum does not normally refer to high quality. Mr. Callahan explained that the minimum is what is already listed and they wouldn't use vinyl siding or anything that would reduce the quality. He said everything listed is of high quality. Ms. Boyles said that the James Hardie Corporation has committed to an in-kind donation of Hardie board planks for this building however, they will use which ever products Mr. Callahan and the commission agrees upon. Mr. Goodall asked Mr. Callahan if he knew if SHPO and Parks Service recommend these materials for new construction. He didn't know for sure but said he could find out and clarify it. He explained how SHPO isn't as strict with new builds as they are with existing buildings or structures with existing buildings and gave an example.

Ms. Oliver asked where the main entrance would be. Mr. Callahan stated that the entrance would be off Rockford Street and the people living there would be parked at the bottom. Ms. Boyles said they found that over 95% of their clients did not have vehicles. She said they do have a 15-passenger bus and 10-passenger van that would be parked on the property.

Ms. Creech asked about the dumpster pickup that would be right across the property line for the church. Mr. Callahan insured that it would be properly screened. Mr. Goodall also stated that being in the Historic District they would have to screen the dumpster with the same materials as the primary structures as well as with bushes. Ms. Creech also asked about the service drive and why it connected to the church parking lot. Mr. Callahan said that was so service trucks wouldn't have to back all the way out of the drive. Ms. Creech also expressed her concern for preserving their "little tree".

Mr. Goodall asked if there were any further questions. He then asked the board if they were looking for final approval that night, to which they said no. Mr. Callahan said they were looking for some positive guidance from the historic commission before submitting final plans. He was asking them to take an action to say it is generally acceptable, conditional on the resubmittal of the final plans. Mr. Goodall elaborated some on the approval process going forward. He addressed the board asking them if these plans are headed in the right direction, subject to seeing samples of the materials. There was some discussion among the board member about several of the materials. Ms. Fawcett then asked if there were any further questions and said they needed to call for a motion. Mr. Goodall said a motion is needed that the Board accepts the concept and the approval of the COA is subject to seeing materials. Ms. Creech made a motion to conditionally accept the plans. Ms. Bobbie Collins seconded the motion, which passed unanimously (5-0).

#### **VI. New Business**

None

#### **VII. Adjourn**

With there being no further discussion, the meeting was adjourned at 6:50 PM by a motion made by Ms. Oliver. Ms. Creech seconded the motion. Motion passed unanimously (5-0).