



HISTORIC PRESERVATION COMMISSION

Monday, February 3, 2020

7:00 p.m.

Action Minutes

Members Present: Christine McMahan, Chair
Frank Brown
David Sacks
Debbie Toole, Consultant

Staff Present: Caryl Layton
Ken Morris

Item 1. Meeting Called to Order:

- Christine McMahan called the meeting to order.

Item 2. Approval of Minutes from January 13, 2020 meeting.

- Frank Brown made a motion to approve the minutes.
- David Sacks seconds the motion.
- All are in favor.

Item 3. Old Business: None

Item 4. New Business:

- 9 Wiltshire Drive – Terrance Slade – (1) replacement of doors and windows throughout the house, (2) removal of several existing door and window openings and addition of a side-elevation door opening, (3) installation of stained wood veneer between second-floor windows and around the picture window on the front elevation, (4) addition of wood shutters to front-elevation windows, (5) re-painting the exterior brick veneer, (6) addition of a stone patio at the rear elevation, (7) construction of a new open carport in the rear yard, and (8) extension of the existing concrete driveway to the new carport.
 - Terrance Slade, Michael Wilson and Quincy Yarborough, owners, were present at this meeting.
 - Commission discussion.
 - Christine McMahan opened the floor for public comment/discussion.
 - David Sacks made a motion to approve the application as submitted based on the understanding that the portion of the driveway that is currently in front of the house, where the door will be replaced with a window, is removed and that vegetation is installed beneath the area

of the new window. Also, it is recommended that the applicant consider not using the wood veneer on the front façade, although this is not a requirement.

- Frank Brown seconds the motion.
- All were in favor.

- 14 Covington Road – Baylor and Jessica Coffman – (1) expansion of the attic on the house’s left side and rear elevations, (2) construction of a freestanding carport in the rear yard, and (3) removal of the circular drive and raised planter in the rear yard and extension of the existing drive to the new carport.
 - Baylor and Jessica Coffman-owners, and Jacque Edmonds-architect, were present at this meeting.
 - Commission discussion.
 - Christine McMahan opened the floor for public comment/discussion.
 - Frank Brown made a motion to approve the application as submitted with the condition that the siding is smooth, the rear attic addition is set back from the existing wall and roof planes on both side elevations and the addition’s wall finishes do not mimic the existing half-timbering but are differentiated by using only vertical trim pieces rather than curved pieces.
 - David Sacks seconds the motion.
 - All were in favor.

- 124 North Avondale Road – OCP Avondale - (1) replacing the existing stairway at the building’s rear entrance with a ramp and adding a fenced storage area, and (2) installing a new wood-and-glass transom above the building’s front entrance door.
 - Fisher Paty, owner, was present at this meeting.
 - Commission discussion.
 - Christine McMahan opened the floor for public comment/discussion.
 - David Sacks made a motion to approve the application as submitted.
 - Frank Brown seconds the motion.
 - All were in favor.

Item 5. Other items deemed appropriate for discussion:

- RFP for Historic District Guidelines
 - Ken Morris announced that Lord Aeck Sargent was officially contracted to work with the City in rewriting the Historic District Guidelines. Shannon Powell presented a proposed Guidelines Engagement Schedule which included dates for survey distribution, a district tour, public meetings, product review and publication.
 - David Sacks inquired about a retaining wall that was

replaced on Wiltshire Drive. Ken Morris will investigate and report back.

Item 6. Adjournment

- Frank Brown made a motion to adjourn the meeting.
- David Sacks seconds the motion.
- All were in favor.