



## HISTORIC PRESERVATION COMMISSION

Monday, March 1, 2021

6:00 p.m.

Via Zoom

### Agenda

**Members Present:** Frank Brown  
Brad Jones  
Kassie Nigh  
Sarah Segars  
Jason Swichtenberg  
Debbie Toole, Consultant

**Staff Present:** Caryl Layton  
Rebecca Long  
Ken Morris  
Shari Hillman

- Item 1.** Meeting Called to Order.
- Frank Brown called the meeting to order.
- Item 2.** Adopt the amended agenda
- Jason Swichtenberg made a motion to approve the minutes.
  - Sarah Segars seconds the motion.
  - All in favor.
- Item 3.** Approval of minutes from February 1, 2021 regular meeting.
- Jason Swichtenberg made a motion to approve the minutes.
  - Brad Jones seconds the motion.
  - All in favor.
- Item 4.** Old Business:
- 21 Clarendon Avenue – Porter & Leslie Watkins - (1) enclosure of the two-car garage for livable space, (2) removal of one front-elevation window, addition of new window and door openings on the side and rear elevations of the garage, and addition of new rear elevation window and door opening, (3) replacement of all existing windows, (4) replacement of front entrance landing and steps, and (5) addition of a rear screened porch. This project is revised from the previous proposal reviewed by the HPC at the February 2021 meeting.
    - Porter Watkins - owner and Thomas Campbell –architect were

present at this meeting.

- Commission discussion.
- Frank Brown opened the floor for public comment/discussion.
- Kassie Nigh made a motion to approve application as submitted with the condition that windows be 2/2 horizontal, 1/1 or 6/6
- Jason Swichtenberg seconds the motion.
- All are in favor

**Item 5.**

Consent Agenda:

- 52 Dartmouth Avenue – Robert M. Timm – (1) replacement of vinyl siding in the middle gable end, on the front-elevation dormer, and on the second floor addition on the rear elevation, (2) replacement of deteriorated soffit and fascia sections on the roof eaves as needed, (3) replacement of wood molding around the front entrance door, (4) replacement of shutters on front-elevation windows, and (5) scraping and painting the exterior windows, soffit, and fascia
  - Brad Jones made a motion to approve application as submitted.
  - Jason Swichtenberg seconds the motion.
  - All are in favor.

**Item 6.**

New Business:

- 44 Lakeshore Drive – Jim Knoer – (1) addition of a pool in rear yard, and (2) addition of fencing around the side and rear yard.
  - Jim Knoer – owner was present at this meeting.
  - Commission discussion.
  - Frank Brown opened the floor for public comment/discussion.
  - Brad Jones made a motion to approve application as submitted.
  - Sarah Segars seconds the motion.
  - All are in favor.
- 27 Wiltshire Drive – Julia & Sam Whitehead - (1) repair of the front and side porches, (2) replacement of gutters and downspouts, and (3) replacement of the house's windows.
  - Sam Whitehead – owner was present at this meeting.
  - Commission discussion.
  - Frank Brown opened the floor for public comment/discussion.
  - Brad Jones made a motion to approve application as submitted with the condition that owner installs 6/1 windows.
  - Sara Segars seconds the motion.
  - All are in favor.
- 16 Kingstone Road – Daphne Bond-Godfrey - (1) a second-floor addition with shed dormer on the rear elevation, (2) addition of a first-floor shed porch roof over an existing rear patio, (3) infill of one door and one window opening on the rear elevation, and (4) repair of freestanding garage. This is Phase 2 of the proposed project. Phase 1 was reviewed and approved by the HPC at the December 2020 meeting.
  - Daphne Bond-Godfrey – owner was present at this meeting.
  - Commission discussion.

- Frank Brown opened the floor for public comment/discussion.
  - Kassie Nigh made a motion to approve application as submitted.
  - Brad Jones seconds the motion.
  - All are in favor.
- 124 North Avondale Road – OCP Avondale – replacing two windows on the rear elevation.
    - Fisher Paty – OCP Avondale Representative was present at this meeting.
    - Commission discussion.
    - Frank Brown opened the floor for public comment/discussion.
    - Jason Swichtenberg made a motion to approve the application as submitted with the condition that the window wood frames be repaired if possible or matched to existing wood frames if not possible.
    - Kassie Nigh seconds the motion.
    - All are in favor.

**Item 7.** Other items deemed appropriate for discussion:  
None

**Item 8.** Adjournment

- Brad Jones made a motion to adjourn the meeting.
- Sarah Segars seconds the motion.
- All were in favor.