



Meeting Minutes for December 14, 2021

The Burlington Historic Preservation Commission met virtually via ZOOM on Tuesday, December 14, 2021 at 7:00 PM. All staff and applicants presenting at this meeting were sworn to tell the truth to the best of their ability. The meeting may be viewed online via YouTube at: <https://youtu.be/Xqdw8xilkAM>.

Members Present:

Brian Pennington, Vice Chair
Russ Vandermass-Peeler
Josh Adkins
Wendy Geiss
Lori Bryan
Kristina Meinking

Members Absent:

James Euliss, Chair

Guests:

Staff Present:

Jamie Lawson, Principal Planner
Conrad Olmedo, Planning Manager

I. Call Meeting to Order

Mr. Pennington, Vice Chair, called the meeting to order at 7:02 PM.

Ms. Meinking, Member made a motion to excuse the absence of Mr. James Euliss, Chair.

Mr. Vandermass-Peeler, Member seconded the motion.

Approved unanimously.

II. Approval of Previous Minutes

Review of the Meeting Minutes for November 9, 2021

Ms. Bryan moved the motion to approve minutes.

Mr. Vandermass-Peeler seconded the motion.

Approved unanimously with Ms. Geise, Member abstaining.

III. Applications for Major Certificates of Appropriateness

- a. **ITEM 1:** HD-21-49: HD-21-51: A request by Kim Pitts and Jerry E Pitts Jr. for roof replacement where it is not consistent with the original materials or colors at 602 West Davis Street, PID 126630. The property is located in the Medium Density Residential (MDR) and in the Local Historic Overlay (LHO) Zone District.

Ms. Lawson, Principal Planner, was sworn to tell the truth to the best of her ability and provided a staff report of this item to the Commission and stated that staff recommends approval of the request.

Mr. Jerry Pitts, Applicant, was sworn to tell the truth to the best of his ability.

Mr. Pitts briefly shared some history of the property built in 1910 and described the roof on the property when purchased and shared previous renovations which are currently causing structural damages to the property. He explained preservation efforts with the installation of beams and continued challenges of the weight and leaks in the roof. To prevent further damages from the weight of the current roofing materials and further leaking, he would like to be able to remove the current roofing materials and replace with new asphalt shingles.

Mr. Jeff Mitchell, Mitchell Roofing was sworn to tell the truth to the best of his ability. He confirmed the concerns with the weight of the roofing materials presently on the home and recommended the replacement of a lighter weight material unless the structural integrity was changed overall to withstand the current materials. He recommends the asphalt shingles as the best option.

Ms. Geiss, Member inquired about previous repairs and period of time to do them.

Mr. Pitts responded the initial repairs began around 2000 with leaks in various areas. He reported a special caulk was applied to since the initial leaks developed. He stated the leaks continue to be an issue, resulting in mildew and mold, and issues with stress cracks in some of the rooms. He reported steel beams were installed to assist in the weight bearing and over the past 25 years and multiple repairs have been made to help preserve the property.

Mr. Pennington, Vice Chair, inquired if there was anything from the structural engineer that the Commission should hear.

Ms. Lawson stated that a report from the structural engineer was included in the agenda packet provided to the Commission, which in his opinion, was to replace the roof with a much lighter weight roofing material as the only alternative. She provided an example of the proposed asphalt shingle to be applied of georgetown gray or black.

Ms. Lawson reported no public comments have been received. She called for comments from those in attendance and none were given.

Mr. Pennington, Vice Chair read the Findings of Fact into the record:

Findings of Fact

- C5-1. Original roof forms, pitches, rafter details, molding, trim, and soffit boards should be retained.
- C5-2. Historic roofing materials, such as clay tiles, slate, standing seam metal, wood shingles or embossed metal shingles, should be preserved if feasible.¹

- C5-3. Raising or lowering the roof pitch, or removing original features, such as dormers, turrets, balustrades, bargeboards, quarter round, cornices, brackets, weathervanes, or lightning rods are not allowed.
- C5-4. Features such as dormers or balustrades may be added if they are appropriate for the style of the building.
- C5-5. Deteriorated roof covering should be replaced with new materials that are compatible with the old in composition, size, and texture after reestablishing the structural stability of the roof. Replacement roofs should be dark in color. White or very light shingles are not acceptable.
- C5-6. Specialty roofing materials, such as “mission tiles” or patterned slate, should not be replaced with composition shingles.

Mr. Pennington, Vice Chair, asked if there was any discussion or changes to the Findings of Fact. None was provided.

Ms. Geiss moved the motion to approve the Findings of Fact.

Ms. Bryan seconded the motion.

Approved unanimously.

Ms. Geise moved the motion to approve the Application. The commission discussed whether there was a color preference and included a condition as Georgetown grey.

Mr. Vandermass-Peeler seconded the motion.

Approved unanimously with the color option previously mentioned.

- b. **ITEM 2: HD-21-53:** A request by Caitlin Britton for a rear stamped concrete patio, roughly 500 square feet in size, and landing, at 303 South Fisher Street, PID 135627. The property is located in the Medium Density Residential (MDR) and in the Local Historic Overlay (LHO) Zone District.

Ms. Lawson, Principal Planner, informed the Commission and those in attendance that the applicant for this item withdrew their request.

IV. New Business

Aurora Cotton Mills Finishing Plant – National Registry Nomination:

Ms. Lawson advised the Commission that a notice has been received by the North Carolina Department of Natural and Cultural Resources State Historic Preservation Office that the Aurora Cotton Mills Finishing Plant was seeking nomination as a National Registry of Historic Places. She reported this item will be discussed at the January HPC Meeting for consideration of a recommendation to meet the State’s 60-day response requirement.

V. Other Business

a. Local Historic District Amendment

Mr. Pennington, Vice Chair, announced the Commission will consider a request to amend the Local Historic District Overlay (LHO) boundaries.

Ms. Lawson, Principal Planner, introduced the item and stated the information provided is the truth to the best of her ability. She provided a staff report on a request received for the removal of the following four properties from the Local Historic District: 1004, 1010, 1016, and 1022 West Davis Street. She stated in accordance with the Unified Development Ordinance, Section 3.19.E.2.c. these properties were included in an investigation and report which was included in the agenda packet. City staff is seeking a motion from the HPC to forward this investigation and report to the state for their review and 30-day review and recommendation. She stated no formal action is required at this time regarding the report, only procedural action for the state to conduct their review and once that occurs the item will be brought back to the HPC for a presentation from the consultant.

Mr. Allen Gant, and wife, Denise Clark Gant, owners, 1022 West Davis Street stated they were in attendance representing the properties.

Ms. Emily Robinson, and husband, Patrick Robinson, owners, 1004 West Davis Street stated they were in attendance.

Ms. Lawson called for procedural questions or comments from the public in attendance.

Mr. Gant stated his understanding was there would be no comments taken at this meeting.

Ms. Lawson responded procedural questions could be responded to at this time and concurred there would be no comments on the merit of this request or report at this time.

Public Comments on Procedural Questions:

Michelle Kobrick, 715 W. Davis Street, inquired on the time frame to receive a response from the state.

There were no other comments or questions given.

Ms. Lawson responded the state has up to thirty days to review and make a recommendation but ultimately this request follows the Rezoning process outlined in the UDO.

Ms. Meinking asked the Commission if the consultant's report is sufficient or would it be beneficial to have the states response before addressing a recommendation of any kind to City Council.

There was a lengthy discussion between the Commission and City staff regarding the reporting time frame, the process for HPC to submit an addendum to the report, possible development of a subcommittee to begin preparing a report, and the timing to maintain moving this item forward.

Staff also provided timeline of the process which include applicants being notified to seek availability, notice issued to schedule the item to be heard by the HPC for a recommendation, then to the Planning and Zoning Commission for recommendation, with a final request to City Council for formal action.

Ms. Lawson provided an overview of Unified Development Ordinance, Section 3.19.E.2.c.

Mr. Gant inquired if subcommittee meetings would be transparent and open to the public. Staff advised that they provide further direction to the HPC after seeking legal advice.

Following a lengthy discussion, consensus was to refer the report to the state. City staff will consult with the City Attorney on the method to craft a recommendation by the HPC to combine with that report.

Ms. Meinking inquired on the time frame for a response by the City on the additional guidance.

Ms. Lawson responded a week to ten days for additional guidance to be shared in a memo format to the HPC.

Ms. Bryan made a motion to submit the report to the state.

Mr. Vandermass-Peeler seconded the motion.

Approved unanimously.

Mr. Gant informed City staff if any new City Council Members would like to attend a site walk and offered to allow that if needed.

Mr. Pennington, Vice Chair, requested to review the states response before crafting an addendum.

b. Minor Certificates of Appropriateness update

Ms. Lawson reported there were no minor COA's submitted for this meeting.

c. CLG Training

Ms. Lawson updated the Commission on Certified Local Government training opportunities as forwarded by the State Historic Preservation Office.

VI. Adjournment

Mr. Vandermass-Peeler moved the motion to adjourn the meeting.

Ms. Bryan seconded the motion.

Approved unanimously.

Meeting adjourned at 8:31 PM.

END OF MEETING