

**CITY OF ELIZABETH CITY
HISTORIC PRESERVATION COMMISSION
REGULAR MEETING
THURSDAY
April 10, 2014
4:30 PM**

Chairman Golden called the meeting to order with the following members present: Roy Golden, Gordon Adams, Georgene Falcon, Doris Johnson and Dorothy Rosenke. Also present were June Brooks, Planning Director and Dawn Harris, Secretary to the Board. An introduction of the Commission members was made. It was stated for the record that the Commission had a quorum with all members present.

Chairman Golden asked for additions or corrections to the April 10th Agenda. There being none she called for a motion to approve the April 10, 2014 Agenda. Ms. Rosenke made a motion to approve the agenda. Ms. Falcon seconded the motion. **ALL IN FAVOR: GOLDEN, ADAMS, FALCON, JOHNSON and ROSENKE. NONE OPPOSED. MOTION PASSED.**

Chairman Golden made the following statement:

Prior to today's meeting, notification was sent to neighbors living within 100' of the properties in question. Commission members received a copy of each application and were to visit the site. North Carolina law provides that persons have an opportunity to address an application; thus the Commission conducts a public hearing on the application. During the hearing the Commission receives evidence to determine that proposed changes are not incongruous with the special character of the historic district or the historic property. They review this evidence against guidelines listed in the City's ordinance before issuing a Certificate of Appropriateness. Each application is heard the same way. The judicial format of the hearing requires that they be impartial. Any written Staff comments are evidence presented just as any other evidence. If any Commission member has had reason to discuss the specific details of the application, they ask to be excused from hearing the application.

Because of the quasi-judicial format of the hearings, the Commission hears evidence and judges whether the change is not incongruous. The Commission is required by North Carolina law to swear in persons who speak before the Commission and offer evidence.

First item on the agenda was **Application HP-07-14** by Zack Robertson for property located at 515 East Main Street. The applicant is proposing to install a 1" Polyisocyanurate insulation and white Saranfil 60 mil reinforced mechanically fastened PVC membrane over the existing metal roof. Also proposed is the installation of new PVC coated metal flashing around the perimeter of the roof and white aluminum commercial seamless gutter with downspout. Ms. Brooks gave the following overview.

STAFF REPORT

This application is a request for roofing flashing and guttering at 515 East Main Street. This property is one of the city's twentieth century Colonial Revival style commercial buildings in the downtown area. The applicant is requesting to install a synthetic membrane overtop a flat metal

roof and replace the flashing and the gutters on the building. On page 5 of the Staff Report holes are visible in the gutters on the Poindexter side of the structure. The applicant has provided photographs of the roof. The Staff references Preservation Brief Number 4, Restoration of Roofing Material on Historic Buildings in the Staff Report. The Preservation Brief states that if a roof is visible from the street then the applicant should try to replace existing materials with same; however, when you have a flat roof the Brief states that it is acceptable to use an alternative material. In the case with this building, because the roof has failed it has cause the flashing to fail which has caused the guttering to fail. This is an improvement to save the building, but using modern materials.

Chairman Golden asked if there were questions from the Commission regarding the Staff Report.

There were no questions for Ms. Brooks.

Mr. Zack Robertson came forward and was sworn in by Ms. Harris.

Ms. Falcon stated that the backing appears nice and strong. She questioned what the backing was reinforced with. Mr. Robertson stated that it is reinforced with adhesive. Ms. Falcon asked the covering is struck by rocks or limbs it is protected. Mr. Robertson stated yes. He stated that you can't walk on it. They had an issue when they were working on the Arts of the Albemarle. They were using Mr. Robertson's building roof to get over the Arts of the Albemarle building. He stated that he had to stop them because it was creating leaks. Chairman Golden asked if Mr. Robertson's tenants have access to the roof. He stated that there is access to it; however, they are not going to get up to it. There is a manhole, but you have to be very strong to get up on the roof.

Chairman Golden asked if there were any other questions. There were none.

At this time, Chairman Golden asked for the approval of the February minutes. Chairman Golden made a motion to approve the February 13, 2014 minutes. Mr. Adams seconded the motion. ***ALL IN FAVOR: GOLDEN, ADAMS, FALCON, JOHNSON and ROSENKE. NONE OPPOSED. MOTION PASSED.***

Mr. Robertson gave a brief summary of the history of the Chesson building. Before 1989 it was the Cato building. He stated that he is very proud of this building and would not do anything to offset anything he has already done to the structure. Mr. Robertson stated that the roof is tin roof and it is about 75 to 80 years old. Eventually tin will pit and looks like screen wire. He stated that the only thing keeping the roof dry now is cool seal. It is elastic paint. There is approximately 60 gallons on the roof at this time just trying to keep it from leaking.

Ms. Johnson stated that she had used the presented application before on a project in New York. She stated that it is an excellent product. It is very durable and the company makes great products.

Mr. Adams stated to Mr. Robertson that he had mentioned several names of the building over the past 80 years of so. He asked if Mr. Robertson planned to rename it once the work was

complete. Mr. Robertson stated no. He stated that “The Bradford Building” is what he uses for all of his paperwork [legal work].

Chairman Golden stated that she was a little troubled by the white and asked if the guttering could be beige. Mr. Robertson stated that he would ask his contractor.

Chairman Golden made a motion that the applicant search out changing the coloring of the gutter and downspout to beige. Ms. Falcon seconded the motion. Mr. Robertson asked that the motion be if possible he gets it in beige. Chairman Golden stated that she is making the motion as a suggestion. The motion has been seconded. Ms. Rosenke asked if the motion should include another color/coordinated color if the gutter does not come in beige. Chairman Golden stated that she is trying to not make it any more difficult than it is. She stated that she will trust that Mr. Robertson will try his utmost to secure the beige if he can. She also requested that he come back and let the Planning Staff know. Motion has been made, seconded and discussed. Chairman Golden called for a vote on the motion. ***ALL IN FAVOR: GOLDEN, ADAMS, FALCON, JOHNSON and ROSENKE. NONE OPPOSED. MOTION PASSED.***

Chairman Golden called for a motion regarding the proposed membrane. Ms. Falcon made a motion to approve the membrane roof per the sample provided since the color will never be seen. Ms. Johnson seconded the motion. ***ALL IN FAVOR: GOLDEN, ADAMS, FALCON, JOHNSON and ROSENKE. NONE OPPOSED. MOTION PASSED.***

Chairman Golden asked if there were Committee or Staff Reports. Ms. Brooks stated no.

Chairman Golden asked if anyone had any Old or New Business. Ms. Falcon stated yes. She had attended the Main Street North Carolina Conference earlier this month. She went to one and half days’ worth of presentations which included the Keynote Address that was entitled, “Jobs to Investment: The True Story of the Impact of Main Street.” She also attended “The Impact of Downtown Solutions,” “It’s Time for Renewal: NC’s Historic Tax Credits,” “Triumphs, Trends and Transitions,” “Home is Where Your Main Street Is,” “Downtown Design Strategies: Low Cost, Big Impacts,” and “Activating Empty Spaces.” Ms. Falcon gave a brief overview of the conference.

Chairman Golden asked if there was a report from Planning Staff. Ms. Harris stated that there would be four HPC members attending the “Code Rehabilitation” workshop scheduled in Edenton for May. This workshop will go toward the City’s CLG credits.

With no further business, meeting was adjourned.

Respectfully submitted, Dawn Harris, Recorder