



**Historic Preservation Commission Meeting Minutes
Indian Trail Meeting Hall
August 2, 2023
4:00 P.M.**

Members Present: Charles Drew, Rick Pukenas, Joanne West, Jim McKee
Josh Cline McGee, Alexis-Gore Graves, Bonner Herring, and
Bonnie Bray.

Members Absent: Tal West

Staff Present: Travis Henley, Director of Development Services
Maureen Meehan, City Planner
Tanya Shannon, Deputy Clerk

Others: Mayor Pro Tem Mosteller

- A. Chairman Charles Drew called the meeting to order at 4:01 p.m.
- B. The Invocation was given by Ms. Wesson
- C. The Pledge of Allegiance was led by Chairman Drew.
- D. Mr. McGee made a Motion to approve the Agenda and seconded by Mr. McKee. ***Unanimous vote; Motion carried.***
- E. Mr. McKee Motioned to approve the July 19, 2023 Special Meeting Minutes and was seconded by Mr. Pukenas. ***Unanimous vote; Motion carried.***
- F. **Public Comment:** Ms. Cheryl Daniel, along with the 'Friends of Franklin,' have concerns about Franklin Square Park and said that since it falls into the boundaries of the Historic District, it should be encouraged by City Departments/Committees to contribute efforts to renourish and refurbish the park. Ms. Jeanne Potter read a statement to the Commission: *"Friends of Franklin" is a group of concerned citizens attempting to raise awareness about the deteriorating condition of the Historic oak trees and other plantings in Franklin Square Park. Our historic park is being "loved to death." It has endured for many years through hurricanes and the many various events carried out under their shady canopy and the blooming plants that delight us in the Spring. For all the joy, peace, and pleasure the park has brought us, we, in turn, sadly, have neglected her. Our wonderful old oaks and shrubs are on the decline, and she desperately needs our attention and some much-needed TLC. We are turning to our City leaders to help us save our cherished and historic park.* The complete statement is attached to the Minutes as Appendix A.

Ms. Pat Kirman thanked Development Services Director Henley and City Planner Meehan for their hard work and dedication. She said she was disappointed that Director Henley had resigned and that he was a great benefit to the City and would be missed.

- G. **Old Business: Review of Design Standards:** Planner Meehan reviewed the draft standards. Mr. McGee asked if this was the complete draft. Ms. Meehan said this was the complete design standards. The Administrative part and other information will need to be discussed before the final draft is complete. Chairman Drew suggested including "The Indian Trail" in the list under "Protecting Southport's Vistas." Mr. McGee indicated that number 7 under the Secretary of Interior's Design Standards for

Rehabilitation should include saying no sandblasting or pressure washing. Ms. Meehan said that would be included in the Exterior Design standards.

Standard for Rehabilitation of Individual Landmarks and Buildings in the Southport Historic District. Section 6.1.3 Ms. Meehan asked if it was the consensus of the Board to allow metal-colored roofs. There was a discussion on how to determine what colors would be allowable. There was a suggestion to provide a color palette of colors to choose from so that it remains in character with the district. Director Henley questioned who would decide what colors were acceptable. It was the consensus of the Board to include colored metal roofs on a case-by-case basis.

Section 6.1.7: There was a discussion about if the sentence that stated, "other vents" and if should be removed. Mr. McGee thought keeping that sentence in was relevant since other vents, such as plumbing vents, could be visible. The Board agreed to keep that sentence in the language.

Section 6.1.11: *Avoid constructing additional stories resulting in an altered appearance.* The Board discussed whether to allow it for new construction or avoid it altogether. Chairman Drew questioned if two-story additions were added in the past. Mr. Herring and Mr. McKee agreed that historically there have been homes that have added on a second story. Director Henley cautioned that adding a second story to a home around all one-story homes could have some backlash and change historical integrity. Ms. Graves noted that it would still have to be approved by the Board. Mr. McGee agreed and said that it would be reviewed on a case-by-case basis. Ms. Meehan reiterated that "avoid" was in the language to use for discretion. It was the consensus to keep the language as is.

Section 6.2.10: Allowing replacement of siding with new substitute siding was discussed. Ms. Meehan needed clarification on the types of composite. Mr. McGee suggested adding the phrase submit composite information with the application.

Windows and Doors Standards. Ms. Meehan said that There was a discussion that some of the issues being addressed may not be applicable to Southport. What are those? And What are some issues that may need to be added? There was a question about door/blind features specific to Southport. The Board would like more time to review this and come back for more discussion.

Section 6.4.3: Ms. Meehan said there had been discussions about vinyl windows and doors, with no consensus. These standards do not specifically mention vinyl but speak of replacing like with like. Are there other window styles from different periods that would be appropriate? Mr. Pukenas recommended allowing vinyl windows as long as they were out of public view. The Board agreed. Mr. Henley noted that corner lots would have different standards.

Section 6.4.8: There was a discussion on adding a metal door clause, possible for later structures built in the mid-century and not appropriate otherwise. The consensus of the Board was not to allow metal storm doors.

Porches and Entrance Standards Section 6.6.7: Mr. McGee said that historic masonry should not be painted because it deteriorates the brick. Ms. Meehan said there was a previous discussion on adding a specific reference to the Brickwork and Masonry standard, which would apply here. The Board would like to have more discussion on this.

Section 7.8.5: It was the consensus of the Board to remove "pressed wood" for additions to historic buildings.

Setting in the Southport Historic District: Section 8.1.2: Ms. Meehan needs clarification on if hedge rows are appropriate or common in Southport. It was last discussed that fencing with ornamental vines seems more common. The Board decided to leave as drafted to include hedge rows and ornamental fencing.

Section 8.1.10: Contemporary edging or border materials discussion. Mr. Pukenas recommended including a list of materials that are allowed and not allowed for these types.

Sections 8.1.13: The consensus of the Board was to include that corner lots be screened from public view, such as tool sheds, swimming pools, and other yard features.

Section 8.2.6: The Board agreed to change the fence height not to exceed 4 feet at the street/sidewalk edge to screen non-residential parking spots.

Section 8.6.3: *Signs on commercial buildings are preferred to be located in a signboard frieze located above the display windows. In this location, the sign serves as a boundary between the upper and lower façade.* Ms. Meehan asked the Board if this was their preference and if it was consistent with the look of Southport. Director Henley stated that the Planning Board is currently working on updating the sign ordinance and suggested that both Boards meet together to discuss. He recommended reviewing the historic district inventory and then collaborating with the Planning Board to see what works best for the draft.

Section 8.6.7: It was the consensus of the Board not to allow freestanding signs and that they must be ground mounted.

Docks, Piers, and Boardwalk Standards: Section 8.7.2: There was a discussion on whether gazebos, pavilions, gazebos, or other types of roofed structures, such as boat sheds, are considered historical along the riverfront. It was decided to leave the language as it is drafted but to come back for more discussion.

Section 9.1.1: Ms. Meehan said that it was previously mentioned that Southport historically had relocated buildings all over town. She asked if the Board would like to include other standards or to leave the draft language as written. Mr. McKee said he would like to encourage relocation and provide tips and references to people that would like to. The consensus was to leave it as written.

- H. **New Business:** A Special Meeting will be held on August 16th to continue discussing the proposed draft. There is a schedule conflict with the City Planner for the regular meeting, so that the meeting will be held on August 30th.
- I. **Other Business:** Chairman Drew thanked Director Henley for his guidance and service to the City and said he would be missed. He thanked Planner Meehan for the continuation of her hard work and commitment.
- J. **Announcements:** Mr. McGee said he is working on a sketch plan for the Southport Historic Preservation Commission symbol and that anyone was welcome to help.

There was no further business or comments. Mr. Pukenas made a Motion to adjourn and was seconded by Mr. McKee. ***Unanimous Vote; Motion Carried.***

Adjourn 5:56 pm


Chairman, Charles Drew


Deputy Clerk, Tanya Shannon