TOWN OF CHAPEL HILL

Historic District Commission

Meeting Minutes

Town Hall
405 Martin Luther King Jr. Boulevard
Chapel Hill, NC 27514

Chair Robert Epting
Vice-Chair Sean Murphy
Deputy Vice-Chair James Locke
Woodrow Burns
Kimberly Kyser
David Schwartz
Susan Smith
James White

Tuesday, December 11, 2018 **6:30 PM** **RM 110 | Council Chamber**

Opening

Roll Call

Staff Present: Jake Lowman, Liaison to Commission, Becky McDonnell, Liaison to Commission, Brian Ferrell, Counsel to Commission

Present 7 - Chair Robert Epting, Vice-Chair Sean Murphy, Deputy Vice-Chair James Locke, Woodrow Burns, David Schwartz, Susan Smith, and James White

Absent 1 - Kimberly Kyser

Commission Chair reads the public charge

Secretary reads procedures into the record

Secretary swears in members of the public

Approval of Agenda

Announcements

Petitions

Approval of Minutes

1. November 13, 2018 Meeting Minutes **[18-0993]**

A motion was made by Burns, seconded by Smith, to approve the November 13, 2018 meeting minutes. The motion carried by a unanimous vote.

Consent Agenda

2. 305 E Rosemary Street **[18-0994]**

A motion was made by Schwartz, seconded by Burns, to approve the Certificate of Appropriateness for a roof replacement and removal of two skylights. The motion carried by a unanimous vote.

Old Business

3. 220 E Franklin Street **[18-0995]**

George Sipek, engineer, presented. White made a motion, seconded by Locke, to close the public hearing. The Commission stated that an approval for this application should not be considered precedent for other utility operators to put equipment in the right of way in the Historic District. A motion was made by Schwartz, seconded by Burns to approve a Certificate of Appropriateness to co-locate wireless equipment on an existing Duke Energy pole that is being upgraded and relocated approximately nine (9) feet to the west of the existing location along the sidewalk in front of the Morehead Planetarium, based on consistency with guideline 9 on page 49 of the Design Guidelines. The motion carried by a unanimous vote.

New Business

4. 508 N Boundary Street **[18-0996]**

Henrik Dohlman, owner, presented. A motion was made by Locke, seconded by White, to close the public hearing. A motion was made by Schwartz, seconded by Burns, to approve the Certificate of Appropriateness for the construction of a screened porch on an existing patio at the rear of the existing house, based on consistency with guideline 1 on page 57 of the Design Guidelines. The motion carried by a unanimous vote.

Discussion

Commission Chair Epting provided a recap of the “Preserving Our Historic Districts” Seminar that was hosted by the commission on December 1st, and asked that the video link be made available so that it may be shared with interested parties.

There was brief discussion of the projects and potential work of the commission for the 2019 year, including the rewrite project for the Historic District Guidelines.

Adjournment

Next Meeting - January 8, 2019

Order of Consideration of Agenda Items:

1. *Staff Presentation*
2. *Applicant's Presentation*
3. *Public Comment*
4. *Board Discussion*
5. *Motion*
6. *Restatement of Motion by Chair*
7. *Vote*
8. *Announcement of Vote by Chair*

Public Charge: The Advisory Body pledges its respect to the public. The Body asks the public to conduct themselves in a respectful, courteous manner, both with the Body and with fellow members of the public. Should any member of the Body or any member of the public fail to observe this charge at any time, the Chair will ask the offending person to leave the meeting until that individual regains personal control. Should decorum fail to be restored, the Chair will recess the meeting until a genuine commitment to this public charge is observed.

Unless otherwise noted, please contact the Planning and Development Services Department at 919-969-5066; planning@townofchapelhill.org for more information on the above referenced applications.

See the Advisory Boards page http://www.townofchapelhill.org/boards for background information on this Board.