

**MINUTES**  
**HISTORIC PRESERVATION COMMISSION**  
**September 14, 2022**  
City of High Point  
Municipal Office Building  
City Council Chambers  
6:00 p.m.

**MEMBERS**

**PRESENT:** Janet Catania  
Holly Davis, Vice Chair  
Mary Powell DeLille  
Jeremy Fennema, Chair  
John Fitzwater  
Brenda Stewart

**MEMBERS**

**ABSENT:** Brianne Verstat

**STAFF**

**PRESENT:** Chris Andrews, Development Administrator  
David Fencl, Senior Planner  
Genine Solis, Recording Secretary  
Clint Brown, Administrative Specialist I  
Meghan Maguire, Assistant City Attorney

The meeting began at 6:02 p.m. in the City Council Chambers.

**A. Call to Order**

Mr. Fennema, Chair, determined that a quorum was present and called the meeting to order.

**B. Approval of Minutes**

**1. August 10, 2022 Regular Meeting of the Historic Preservation Commission**

Ms. Davis made a motion to approve the August 10, 2022 minutes for the regular meeting of the Historic Preservation Commission as presented. Ms. Catania seconded the motion. The minutes were approved by a vote of 6-0.

**C. Hearing Items**

*All speakers offering testimony were affirmed.*

**1. Tim K. Gulledge and Steve Winsett of the American Legion I.T. Mann Post 87  
409 W. High Avenue CA-22-11**

A request to modify an accessible side entrance located on the southwest side of the building, rebuild and extend the existing porch across the full width of the rear façade, replace the existing asphalt roofing on all four porches with metal roofing, painted green, add a four to five-foot high modular precast concrete block retaining wall in the front yard near the back of sidewalk, and add an approximately 30-foot wide by 15-foot deep concrete pad in front of new flagpoles in the front yard.

Mr. David Fencl, Senior Planner, presented CA-22-11 and recommended partial approval as outlined in the staff report. Mr. Fencl entered the staff report and presentation materials into the record.

Mr. Fencl stated that there have been updates to the request. The proposed color of the roofing is now gray instead of green. He also stated that the boards that were surrounding the side entrance have been removed were not original to the building and were not up to code. Instead of the precast blocks for the retaining wall, the applicant may propose a different material. This is a non-contributing building, but a Certificate of Appropriateness is still required since any changes can impact the rest of the district.

Mr. Fencl responded with the following answers to questions from the Board:

- One flagpole is allowed currently per street frontage, and the American Legion currently has frontage on three streets.
- A new Sign Ordinance will likely be approved in the next 12 months, but it remains to be seen if there will be a change in the number of flagpoles allowed.
- If the number of flagpoles allowed per street frontage increases to three, then they could potentially have nine flagpoles for their three properties.
- There is always the option to put three flags on each pole.
- The applicant has no basis for hardship, so they would not be likely to be approved for a variance.
- Stone or true stone veneer would meet Design Guidelines for the retaining wall. The Commission could make a condition that the applicant get staff approval of the material before ordering.
- Height requirements for the wall would need to meet guidelines.
- The American Legion owns three properties and could put one flagpole on each of those.
- The Commission can set a maximum number of flagpoles allowed to set a precedent for appropriateness for the district, but that would still be dependent on the Sign Ordinance. A precedent is not required to be set.

The following people spoke on behalf of the applicant:

- Steve Winsett, 1502 West Cone Boulevard, Greensboro
- Tim Gulledge, 404 Janice Drive, High Point

Mr. Winsett stated they are trying to improve the appearance of the Fellowship Hall. They are willing to work with the Commission to comply with the Guidelines for the retaining wall but are asking for a little leeway on the flags as that is very important to those who have served in the military.

Mr. Winsett provided the following answers to the Commission:

- The American Legion is willing to use stone or brick instead of the concrete blocks for the retaining wall.
- The grading at the edge of the property is strange and the two-level retaining wall would work better for drainage.
- The current porch in the back was not built to code, so it will be removed and replaced correctly. The plans for that have already been submitted to the Inspections Department.
- The new roofing will just be over the porches.

Mr. Gulledge stated that the American Legion had an option to sell the property, but they declined. He stated they are doing cleanup and trying to make the property look good as their membership is increasing. He stated that putting up flags on the rear of the property is not an option as they cannot be seen from West Green Drive.

The Commission began deliberation.

The Commission made the following comments:

- The portions of the request for the roofing and porch are fine as-is; only the flagpoles and retaining wall requests need to be discussed.
- The retaining wall should either be brick or stone and approval of materials should be left to staff.
- The retaining wall should be a single wall so that it fits in with the character of the neighborhood.
- The Commission would prefer if the applicant forgo moving forward on the flagpoles until the Sign Ordinance has been updated, but they could do a smaller pad and extend that if the Sign Ordinance later allows for more flagpoles.

Ms. Fennema made a motion to approve items for removal of paneling, proposed porch extension, and gray metal roofing as stated. With regards to erection of the flagpoles and concrete pads, the flagpoles must meet the ordinance in effect when the flags are erected. Retaining walls in front are to be a single wall made of stone or brick to be congruent to the district with a maximum height of 3 ½ feet and staff must approve

material before ordering. These recommendations are made as they are congruent with the design standards of the historic district. Ms. Davis seconded the motion. The Historic Preservation Commission approved the motion by a vote of 6-0.

**D. Announcements**

**1. Training Opportunities**

Mr. Fencil thanked those who completed the training required to maintain Certified Local Government status. He also informed the Commission of the following upcoming training opportunities which would count towards the next year:

- November 9 - Certified Local Government training, Raleigh
- December 1 – UNC School of Government Preservation Commission Basics, virtual

**2. COA Minor Works Applications**

Chris Andrews stated no Minor Works COA Applications had been received since the last meeting.

**3. October HPC Meeting Cancelled**

Mr. Andrews stated the Historic Preservation Commission meeting for October would be cancelled as no applications have been received.

**E. Adjournment**

Ms. Stewart made a motion to adjourn. Ms. DeLille seconded the motion. The motion passed by a vote of 6-0.

The meeting was adjourned at 7:22 p.m.

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Jeremy Fennema, Chair

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Date