

MINUTES
HISTORIC PRESERVATION COMMISSION
August 10, 2022
City of High Point
Municipal Office Building
City Manager's Conference Room
6:00 p.m.

MEMBERS

PRESENT: Janet Catania
Holly Davis, Vice Chair
Mary Powell DeLille
John Fitzwater
Brenda Stewart
Brienne Verstat

MEMBERS

ABSENT: Jeremy Fennema, Chair

STAFF

PRESENT: Sushil Nepal, Planning and Development Director
Chris Andrews, Development Administrator
David Fencl, Senior Planner
Genine Solis, Recording Secretary
Meghan Maguire, Assistant City Attorney

The meeting began at 6:00 p.m. in the City Manager's Conference Room.

A. Call to Order

Ms. Davis, Vice Chair, determined that a quorum was present and called the meeting to order.

B. Approval of Minutes

1. June 8, 2022 Regular Meeting of the Historic Preservation Commission

Ms. Catania made a motion to approve the June 8, 2022 minutes for the regular meeting of the Historic Preservation Commission as presented. Ms. DeLille seconded the motion. The minutes were approved by a vote of 6-0.

C. Hearing Items

All speakers offering testimony were affirmed.

1. Jordan Colston 226 Woodrow Avenue CA-22-10

A request to replace seven (7) double-hung wood windows located on the front and side elevations with Andersen double-hung wood-based composite windows.

Mr. David Fencil, Senior Planner, presented CA-22-10 and recommended approval as outlined in the staff report. Mr. Fencil entered the staff report and presentation materials into the record.

Mr. Fencil stated that the windows will be a Fibrex composite as wood windows do not last as long. The windows will also match the configuration of the original windows. Although the windows appear to be in good condition, some are painted shut and do not have a good seal, but they may be repairable.

Mr. Fitzwater asked Mr. Fencil if the storm windows are original and if they are metal. Mr. Fencil stated the storm windows are not likely to be original as they were not typically used at that time, and he is unsure of the material. He added that storm windows can usually be approved by staff as they do not require changes to the structure and are easy to add and remove.

The following person spoke on behalf of the applicant:

- Brandon Fischer, 226 Woodrow Avenue, High Point

Mr. Fischer stated that he and his wife are looking to preserve the historic nature of the house. The house has settled so all the windows are hard to open and some have been painted shut and/or are cracked. Their concern is for security, safety, and energy efficiency.

Mr. Fischer provided the following answers to the Commission:

- We have not checked on restoration costs because we do not think it would fix all the issues we have with the house.
- Although the windows will look different from the original ones that are not being replaced, they do have plans to replace the upper ones in the future.

The Commission began deliberation. Mr. Fitzwater stated that he thought this was a good option, as Anderson is making the windows in keeping with the historic look. Ms. DeLille did mention that there is always an option to consider restoring the windows as opposed to replacing them.

Ms. Catania made a motion to approve CA-22-10 to have the windows replaced for 226 Woodrow Avenue because staff recommended approval and it is congruent with the historic district. Mr. Fitzwater seconded the motion. The Historic Preservation Commission approved the motion by a vote of 6-0.

D. Announcements

1. New Planning Director

Mr. Fencil introduced the new Planning and Development Director, Sushil Nepal.

2. Certified Local Government Program

The City of High Point has met the requirements for continued participation in the Certified Local Government program. The requirements are

3. Virtual Training Opportunities

As staff has previously mentioned, there are training requirements every year for staff as well as at least two members of the Historic Preservation Commission to maintain the Certified Local Government status. Staff will be providing some information for virtual training that is available to fulfill the requirements, along with the forms which need to be filled out to document the training. The training needs to be completed by the end of September.

4. HPC Commission Seats open

Staff asked the Commission to please keep in mind anyone who may be qualified for and interested in serving on the Commission as we still have two vacancies.


E. Discussion of Relevant Guidelines and Decisions

City staff, the Commissioners, and the Assistant City Attorney, Megan Maguire, had a brief discussion of relevant questions and considerations for deciding approval or denial of Certificate of Appropriateness applications. Ms. Maguire stressed the importance of citing relevant guidelines and reminded them that they should keep in mind the precedent they set with the decisions they make.

F. Adjournment

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

The meeting was adjourned at 6:49 p.m.



Jeremy Fennema, Chair

14 Sep 2022

Date