



**OAK RIDGE HISTORIC PRESERVATION COMMISSION MEETING
NOVEMBER 14, 2012 - 7:00 P.M.
OAK RIDGE TOWN HALL**

MINUTES

Members Present

Steven Lantz, Chair
Debbie Shoenfeld, Vice Chair
Mac McAtee
Ron Simpson
Ann Pitz, Alternate (Sitting)
Pearse Edwards, Alternate (Not sitting)
Jim Kinneman, Alternate (Not sitting)

Staff Present

Sandra Smith, Town Clerk/HPC Staff
Bruce Oakley, Town Manager/HPC Staff

Members Absent

Ann Schneider

1. CALL MEETING TO ORDER

Steven Lantz called the meeting to order at 6:59 p.m.

2. APPROVE AGENDA

Mac McAtee made a **motion** to approve the meeting agenda. **Debbie Shoenfeld** seconded the motion, and it was passed unanimously (5-0).

3. APPROVE MINUTES OF OCTOBER 10, 2012, AND OCTOBER 17, 2012, MEETINGS

Debbie Shoenfeld made a **motion** to approve the minutes of the October 10, 2012, meeting. **Ron Simpson** seconded the motion, and it was passed unanimously (5-0).

Debbie Shoenfeld made a **motion** to continue the approval of the October 17, 2012, minutes to the December 12, 2012, meeting. **Ann Pitz** seconded the motion, and it was passed unanimously (5-0).

4. NEW BUSINESS

PUBLIC HEARINGS

- **Request for Tree Removal COA:** Roger D. Howerton, 2106 Oak Ridge Road, Oak Ridge, NC 27310. Guilford County tax parcel number 0165788. Zoning classification RS-40.

Simpson asked Bruce Oakley to identify in a photo which tree was proposed to be removed. Oakley pointed out the tree, saying it was in back of the house, is only a few feet within the Historic District and is barely visible from the road. Lantz asked the estimated size of the tree, and Oakley said Howerton had said it was about 40

inches in circumference but was probably only about 10 inches in diameter. Pitz said she had no problem with the tree being removed, particularly if it is hampering the growth of a pin oak. Lantz said if removal of the tree were to cause issues with other trees or objects in the Historic District, it may need to be brought before the Commission again.

Mac McAtee made a **motion** to approve the Certificate of Appropriateness (COA) as presented for removal of a tree on property belonging to Roger D. Howerton, 2106 Oak Ridge Road. **Ann Pitz** seconded the motion, and it was passed unanimously (5-0).

- **Request for Exterior Lighting COA:** Guilford County Board of Education/Oak Ridge Elementary School, 2050 Oak Ridge Road, Oak Ridge, NC 27310. Guilford County tax parcel number 0165808. Zoning classification PI.

Oakley and Donna Morris-Powell were sworn in. Morris-Powell, who was representing the beautification committee of the Twelve Oaks Homeowners Association, said the HOA had been maintaining the entrance to the subdivision at Oak Ridge Road and Autumn Gate Drive – even though the southeast corner belongs to the Guilford County Board of Education. She said the homeowners association would like to add low-level lighting at the southeast corner to enhance its appearance at night.

McAtee said he didn't recall the Commission issuing a COA for landscaping at the corner in 2011; he pointed out that the homeowners association needs to at least inquire at Town Hall before making any changes to see if a COA is required. Shoenfeld said plantings on the corner, other than the river birch trees, appeared small; she asked if anything in particular was going to be lit up, and Morris-Powell said no, but the idea was just to "brighten up" the corner. McAtee asked if lights would be placed so they do not shine in the eyes of passing motorists, and Morris-Powell said the lights would not impede the safety of passersby. Lantz said he didn't see any issue with the fixtures, assuming that they and the lighting plan had been approved by the Town's lighting consultant.

Ann Pitz made a **motion** to approve the Certificate of Appropriateness (COA) as presented for exterior lighting on property belonging to Guilford County Board of Education/Oak Ridge Elementary School, 2050 Oak Ridge Road. **Mac McAtee** seconded the motion, and it was passed unanimously (5-0).

- **Request for Garage Door COA:** Barry and Susie Westmoreland, 2421 Oak Ridge Road, Oak Ridge, NC 27310. Guilford County tax parcel 0163176. Zoning classification RS-30.

Barry Westmoreland was sworn in to testify. He said the house was built in 1919; he and his wife bought the property in 1985, but they were unsure when the garage was added. Currently the garage door consists of a double solid plywood door on a rolling track, and Westmoreland said their intention was to replace it with a conventional, modern garage door. He pointed out the style selected, and said the

door would be white bead board-type material with windows across the top. He said the garage is 173 feet from the road.

McAtee asked if the garage is covered with vinyl siding, and Westmoreland said yes, but the doors are plywood. He asked if Westmoreland knew when the garage door was installed, and Westmoreland said no – although it was not as old as the house because plywood was not available then. McAtee commented that the windows in the proposed garage door are arc-shaped, and he said the Historic Guidelines said replacement doors and windows should match the originals as closely as possible. Because there are no arc shapes elsewhere on the garage or house, he asked if Westmoreland had considered installing a door with a rectangular-shaped window instead. Westmoreland said the arc in the window is formed by a snap-in grid, and McAtee said the Historic Guidelines also say snap-in muntins should be avoided. Westmoreland said that even the door with rectangular windows by the same manufacturer has a snap-in grid. He said he felt the door he had chosen matched the style of the house more closely.

Simpson asked if the Westmorelands planned to retain the contrasting faux black hinges and handles that are currently on the door, and Westmoreland said yes. Simpson asked if the proposed door was metal, and Westmoreland said it was a steel door.

Pitz said as far as matching the house, she felt the door with the rectangular windows might match the house more closely than what the Westmorelands had chosen. Shoenfeld said the decision was somewhat difficult because the Guidelines say if doors are replaced, they should be replaced with something compatible with the character and time period of the original. Simpson noted that the garage is not attached to the house; Westmoreland said it is 30 to 40 feet away. Shoenfeld said the appropriate material for the door would have originally been wood, but it appears the house and garage are covered with siding; Westmoreland agreed and said storm windows have also been added to the house and that the exterior of the house looks virtually the same as when he purchased it. Shoenfeld asked the size of the door, and Westmoreland said it was 16 feet wide by 6-feet-6-inches tall.

Lantz asked if what the Historic Guidelines says about muntins is a suggestion or an absolute; McAtee said the Guidelines said to “avoid” using snap-in muntins. Westmoreland said he thought the muntins, although faux, look better than just a rectangular piece of glass. Oakley said the roofline of the house is somewhat arched, and Westmoreland said the house has a double gambrel roof.

Mac McAtee made a **motion** to approve the Certificate of Appropriateness (COA) as presented for a garage door on property belonging to Barry and Susie Westmoreland, 2421 Oak Ridge Road. **Ron Simpson** seconded the motion, and it was passed unanimously (5-0).

5. OLD BUSINESS

- Report to Town Council

Lantz asked if it was possible to include the written report in Town Council's packet in case a Commission member was not present to give it verbally; Sandra Smith said yes and that the report should be submitted by Monday morning prior to the Council meeting.

- Discussion of Guidelines

Smith said the proposed changes to the Design Guidelines have been distributed to the Town Council along with the Executive Summary. Council members have been asked to review and perhaps approve the changes at their January meeting. Oakley said the Town Attorney is also reviewing the revisions.

6. CITIZEN COMMENTS

None

7. UPDATES

- Budget Update

Smith presented the budget, saying that \$32.03 from the approved \$6,000 has been spent, leaving a balance of \$5,967.97. The Commission also has a credit of \$1,585 from Sewah Studios for a Historic Marker paid for but never ordered.

- Historic Inventory/Markers

Shoenfeld reported that the subcommittee had presented a potential list of Historic Inventory properties at the last HPC meeting along with accompanying documentation. Commission members had been asked to select the top 10 or so properties they felt should have Historic Markers erected, and the "votes" would be tabulated to help create a 5-year plan for markers.

Simpson said he had found it difficult to prioritize which properties should get markers after about the first five; Smith said several people had made that observation, and it was OK to vote for the top half-dozen or so properties. The subcommittee had been unable to meet prior to that evening's HPC meeting due to work and travel schedules, but planned to meet on November 20.

- Communications Outreach

No report

- Other

Lantz asked if anything involving CrossFit was scheduled for the December 12 meeting agenda; Oakley said not at this time, but said he expected the applicant to

submit some things for HPC to look at prior to that meeting. He added that the COA issued to CrossFit at the October 17, 2012, meeting was being appealed to the Board of Adjustment and would be heard at the December 13 meeting. Shoenfeld asked if a specific item on the COA was being appealed, and Oakley said he did not have the details of the appeal yet. Lantz asked if anything in the COA be reviewed if specific items are not appealed. Oakley explained that the Board of Adjustment would simply review the record to see if proper procedure had been followed by the Commission. Board of Adjustment could either uphold HPC's decision or ask it to rehear certain aspects of the case.

McAtee asked about CrossFit's landscaping, and Oakley said some significant planting was still needed. McAtee asked about the deadline for completing the landscaping, and Oakley said he thought it was about mid December. McAtee inquired about the sign near the road at CrossFit; Oakley said it has been up longer than normal but could remain while issues regarding the site are being solved.

Lantz asked about the BB&T banner on the sign at Oak Ridge Military Academy, and Oakley said he had notified someone that the banner was not in compliance. McAtee asked about the Goodwill sign posted inside Oak Ridge Commons; Oakley said the ordinance allowed such signs as long as they are not legible from the right of way, but that the Town had discussed possibly tightening up the ordinance.

Shoenfeld asked for a volunteer to give the Commission report at the next Town Council meeting; Simpson volunteered, and Shoenfeld said she would give the report if he was unable to attend.

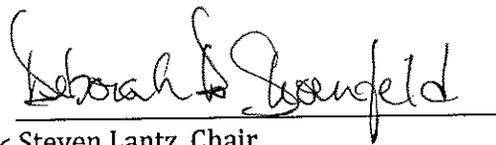
8. ADJOURNMENT

Debbie Shoenfeld made a **motion** to adjourn the meeting at 7:40 p.m. **Ann Pitz** seconded the motion, and it was passed unanimously (5-0).

Respectfully Submitted:



Sandra B. Smith, Town Clerk



For Steven Lantz, Chair