



OAK RIDGE HISTORIC PRESERVATION COMMISSION MEETING
FEBRUARY 8, 2012 - 7:00 P.M.
OAK RIDGE TOWN HALL

Minutes

MEMBER PRESENT:

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

STAFF PRESENT:

Heather Birch, Town Clerk
George McClellan, Town Council Liaison

1. **CALL MEETING TO ORDER**

Steven Lantz called the Historic Preservation Commission meeting to order at 7:00PM.

2. **APPROVE AGENDA**

Debbie Shoenfeld made the **motion** to modify the agenda by placing the elections in front of the request for a COA. **Mac McAtee** seconded the motion and it was passed unanimously (5-0).

Ann Schneider made the **motion** to approve the amended agenda. **Ron Simpson** seconded the motion and it was passed unanimously (5-0).

3. **APPROVE MINUTES OF JANUARY 11, 2012**

- Ann Schneider suggested additional changes to the minutes.

Ron Simpson made the **motion** to accept the changes that Ann Schneider has suggested and approve the minutes at the next meeting. **Mac McAtee** seconded the motion and it was passed unanimously (5-0).

4. **NEW BUSINESS**

- Election of Chair & Vice-Chair

Debbie Shoenfeld made to **motion** to reelect Steve Lantz as Chairman. **Mac McAtee** seconded the motion and it was passed unanimously (5-0).

Mac McAtee made the **motion** to reelect Debbie Shoenfeld as Vice-Chair. **Ann Schneider** seconded the motion and it was passed unanimously (5-0).

- **Request for Tree Removal COA:** Crossfit Oak Ridge: 8309 Linville Road, Oak Ridge NC 27310. Guilford County tax parcel number 0165098. Zoning classification LB-CU.
 - McAtee noted that the application indicates that the tree is 12-14 inches in diameter. McAtee said the tree is much larger.

Thayer Dolan took the podium:

- Dolan, a partner from Crossfit Oak Ridge, agreed the tree is bigger than what was indicated on the application
- McAtee quoted the July 2011 minutes that noted the sidewalk would be dipped around the tree by surveyor, Bill Greco.
 - Dolan said the building has been moved and it is too close to the parking lot
 - Lantz suggested that there was no motion passed that indicated that sidewalk would be placed around the tree
- Schneider was concerned that size of the tree inaccurate on the COA application
 - Lantz repeated that the understanding is that tree is not 12-14 inches in diameter

Discussion continued among the board about property lines of the Crossfit facility, along with concern about removing existing mature trees. The commission indicated that they would like to have the replacement trees clearly shown on the landscape plan. McAtee noted that he thought at least 50% of the tree roots would be damaged by the pavement of the parking area thus causing the tree to die.

Ann Schneider made the **motion** to approve it knowing the size of the tree is significantly larger than indicated on the COA and that it needs to be replaced with an approved tree from the design guidelines with or before the COA for landscaping for the site. **Mac McAtee** seconded the motion and it was passed unanimously (5-0).

5. OLD BUSINESS

- Report to Town Council

This report will be a summary and will not be as extensive as the minutes. Schneider noted it is important to give voice to priorities and make Council members more aware of projects that HPC is working towards. Schneider and Shoenfeld will draft the report and distribute to commission members for review. It will be presented by the Chair.

- Pruning Standards ANSI A300

Discussion occurred about how the Pruning Standards ANSI A300 could be made available to the public. Kinneman suggested a "library copy" on hand that could be lent out. It was agreed by the board that if a citizen wanted to deviate from the standards you would have to come to HPC for a COA. The Commission is working

towards edits in the Design Guidelines that will include reference to the Part I pruning standards.

- Review of guidelines for final corrections
 - Discussion occurred among the board about final changes to the Historic Design Guidelines. The Commission members agreed that the proposed changes are intended to clarify and improve the content and do not represent new requirements for applicants.
- Budget Update
 - \$7,400 for signs (and research), \$600 for communication research and \$100 for ANSI guidelines for a total of \$8,100.
 - Research funding for marker placement should be added to historic markers line item
 - McAtee suggested a priority list for marker list
 - Shoenfeld suggested a photographs of properties in Oak Ridge in addition to the book available at Town Hall

6. **UPDATES**

- Communications Outreach (Ann)
 - Discussion occurred about the upcoming historic advertisement for the spring (see attachment) The ad will need approval from Town Council and will be included in Council members packets so that they will have time to review it prior to the March meeting.
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7. **CITIZEN COMMENTS**

- George McClellan said good job!

8. **ADJOURNMENT**

Ann Schneider made the **motion** to adjourn the meeting at 9:04 PM. **Mac McAtee** seconded the motion and it was passed unanimously (5-0).

Respectfully Submitted:


For Heather Birch, Town Clerk


Steven Lantz, Chair