



**OAK RIDGE HISTORIC PRESERVATION COMMISSION MEETING
JULY 8, 2015 – 7:00 P.M.
OAK RIDGE TOWN HALL**

MINUTES

Members Present

Ann Schneider, Chair
Debbie Shoenfeld, Vice Chair
Mac McAtee
Michelle Davidson
Kristin Kubly, Alternate (Sitting)

Staff Present

Sandra Smith, Town Clerk/HPC Staff
Bill Bruce, Planning Director

Members Absent

Ron Simpson
Caroline Ruch, Alternate
Paul Woolf, Alternate

1. CALL MEETING TO ORDER

Chair Ann Schneider called the meeting to order at 7:02 p.m. After welcoming attendees and introducing Commission members and staff, Schneider read a brief statement on the purpose, duties and responsibilities of the Commission.

2. APPROVE AGENDA

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

3. OLD BUSINESS

A. Town Council report. Shoenfeld drafted the report and Town Clerk Sandra Smith said she would present it at the July Town Council meeting. Shoenfeld said she would draft the report for the next month's Council meeting, and Schneider said she would present it.

B. COAs approved/reviewed at staff level.

None

C. COAs approved but not completed.

Staff reported that the only outstanding COA at this time is for the landscaping at Holt Hall.

4. NEW BUSINESS

RZ-15-09: Rezoning Request for Jerry M. Cooke. RS-40 to CU-HB. The property is located at the rear portion of 2202 Oak Ridge Road, in Oak Ridge Township. It is a portion of

Guilford County Tax Parcel 0165780, is comprised of approximately 0.348 acres, and is owned by Jerry M. Cooke. The property is located in the Scenic Corridor Overlay Zone, the Greensboro (WS-III) Watershed Overlay Zone, and the Historic District.

Since the case about to be heard was not a Certificate of Appropriateness (COA), no formal findings would be required, and only a simple motion was all that was needed. The Commission was to consider whether the proposed rezoning would be incongruous with the Historic District. Schneider read the property description into the record.

Schneider also reminded the Commission that since any applicant can return before the Commission at any time, the stipulation prohibiting ex parte communications should extend indefinitely. She reminded Commission members not to engage in conversations regarding past or current COA applications, but said they could encourage people to discuss any issues with Town staff.

She asked all Commission members to disclose any potential conflicts of interest. Such conflicts could include having fixed opinion; having discussions or communications about a case outside of these proceedings with the applicant, staff or other parties; having a close business, family or other relationship to the applicant or others involved in the case; or having a financial interest in the outcome of the case.

Each Commission member was polled, and no conflicts were disclosed.

Schneider invited Jerry Cooke, the applicant, to come forward to speak. Since the proceeding was not quasi-judicial, Cooke was not required to be sworn.

Cooke said he had purchased a property along N.C. 150 several years ago. The size of the property was only about .83 acres, and while it attracted some commercial attention, it was not very marketable. Later on, he had purchased the property behind it, which included about 1.4 acres. He had reconfigured the lots, so that he could add some to the front lot, which had already been rezoned for commercial. He asked that the additional property that was recently added to the front lot also be rezoned for the same kind of commercial. He said he had installed some bushes at the back of the lot in order to screen the house on the adjoining property. Cooke said he was available to answer any questions the Commission might have.

After the Commission asked a few questions of Cooke and staff, Schneider said she did not see that the rezoning would have any impact on the special character of the Historic District. Shoenfeld and McAtee agreed, and McAtee said it would make the front property along N.C. 150 more attractive as a commercial property. Michelle Davidson asked if the Commission simply needed to make a recommendation on whether the rezoning should be allowed, and Schneider said the Commission's motion would serve as its recommendation to the Planning & Zoning Board. She said if Cooke does develop the property in the future, he will have to come back before the Commission with a COA request. Kristin Kubly commented that the Town's Land Use Plan says commercial development should occur within the town core and since this property is in the center of the town core, the rezoning request makes sense.

Schneider reminded the Commission that its only task is to decide if the rezoning would be incongruous with the Design Guidelines and the Historic District.

Debbie Shoenfeld made a **motion** to recommend approval of the rezoning. **Mac McAtee** seconded the motion, and it was passed unanimously (5-0).

5. COMMITTEE REPORTS/UPDATES

A. Budget updates

Town Clerk Sandra Smith presented the final 2014-15 budget update and the new 2015-16 budget, which are hereby incorporated by reference and made a part of the minutes.

B. Historic inventory/Markers

Schneider said the marker order had been placed, and thanked the other subcommittee members, Debbie Shoenfeld and Sandra Smith. She said the subcommittee had hoped to put a marker on the west side of the Historic District, but the property owner had been difficult to contact; since that time, she had spoken with him and he seemed pretty amenable to allowing a marker on his property. Schneider said she hoped the Commission could purchase that marker next year. She added that the next marker dedication would be at Ai Church.

C. Communications outreach

No report

D. Display case

Smith said she has had a difficult time connecting with the former PTO president at Oak Ridge Elementary School, but they still planned to do a display commemorating the 90th anniversary of the school.

E. Land Use Plan Update

Schneider and Planning Director Bill Bruce gave an update on the ongoing Land Use Plan Update committee's activities.

6. CITIZEN COMMENTS

- Jerry Cooke spoke about Ai Church and a sculpture that was placed there by a local resident several years ago.
- Mac McAtee spoke about an old house on Sandylea Road, saying it might be a good candidate for a historic marker.

7. **ADJOURNMENT**

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

Respectfully Submitted:



Sandra B. Smith, CMC, Town Clerk



Ann Schneider, Chair