

**NORTH END HUNTINGTON HEIGHTS ARCHITECTURE REVIEW BOARD
MEETING DATE: SEPTEMBER 5, 2019
DRAFT MINUTES**

- I. Chairman Phil Shook called the meeting to order at 6:10 PM.
Board members present: P. Shook, G. Snead, C. Hughes, S. Groce, M. Kayaselcuk, K. Dahlen. Staff present: Planner II Carolyn Poissant.

- II. Approval of July 11th Meeting Minutes
Corrections were provided by M. Kayaselcuk.
Motion by M. Kayaselcuk, seconded by S. Groce to approve the minutes of March 7, 2019 as corrected. Motion passed unanimously (5-0) by voice vote.

- III. New business (Action Items)
 - A. COANE-2019-0007 – 5600 Huntington Avenue
Owners: James & Gloria Thomas – 320 59th St NN 23607.
Applicant / Contractor: Moore Builders, Inc. 538 Burcher Rd NN 23606 (present).
Planner C. Poissant provided handouts of the presentation and went over the application materials and photographs.
Discussion:
Discussion occurred regarding the condition of the porch and proposed materials. Board members questioned whether the porch lighting would be renovated.

The contractor (M. Moore) explained that the lighting wiring extended from inside the house to the porch with an external switch, but the light fixtures were not original and not very good quality. He said he was not sure if the owner will want to replace the lighting, but that they intend to preserve the historic quality as thoroughly as possible. He also indicated that the decking will either be a PVC composite, which has a “faux grain” that resembles wood, or lumber with steel fasteners, and the columns will be painted.

Chairman Shook suggested that if wood decking is utilized, the grain should be vertical to prevent cupping.

Board members asked if the upper balcony would be replaced.

Mr. Moore indicated that he did not yet have the details on what materials would be utilized for the balcony work or windows.

Chairman Shook explained that another application would need to be submitted for review of the balcony and window treatments.

M. Kayaselcuk asked what the cost of the work was.

M. Moore indicated that the porch work will be approximately \$75-80,000 and the entire house renovation as much as \$8-900,000.

The general consensus expressed was that it is acceptable to use historically accurate but not necessarily original materials, and as such, the PVC composite decking, trim, and columns are acceptable.

Motion by M. Kayaselcuk, seconded by K. Dahlen to approve the issuance of a Certificate of Appropriateness for COANE-2019-0007 for rehabilitation of the existing front porch utilizing the materials indicated in the application in keeping with the original historic character and design of the structure at 5600 Huntington Avenue. Amended by Chairman P. Shook to included that work on the upper balcony and windows will require a separate (additional) application to be reviewed at a later date.

Vote: __6__ in favor __0__ against Motion passed unanimously by roll call vote.

B. Notice of Public Hearing for Annual Update of the Guidelines of the North End Huntington Heights Historic District

Discussion occurred regarding the topics of the meeting about the guidelines. It was decided that the notice should indicate that the process for approving fence materials will be reviewed and possibly amended, and that other topics may be raised by the community and the board for the consideration of future amendments.

Motion by M. Kayaselcuk, seconded by K. Dahlen to approve the notice of public hearing for the annual update of the Guidelines of the North End Huntington Heights Historic District for the meeting of October 3, 2019 as discussed.

Vote: __6__ in favor __0__ against Motion passed unanimously by voice vote.

IV. Other business

A. Warwick & 71st pedestrian improvements (City Engineering project)

Planner C. Poissant mentioned that work should begin shortly on the activated pedestrian crossing and signal improvements on Warwick Blvd. at 72nd Street, which is being managed by the city's Engineering Dept.

B. Board Vacancy Update

Chairman Shook indicated that a neighbor who owns property in the NEHH district but has a permanent residence in another state may be interested in joining the ARB, but it may not be allowable.

There was also discussion about changing the requirement to have a licensed professional engineer or architect on the board, however, any change would require amending the bylaws via ordinance.

Planner C. Poissant will find out the requirements from the City Clerk.

C. Self-guided Walking Tour Brochure

Planner C. Poissant indicated that she was given approval to work on a "self-guided walking tour" of the NEHH historic district. She explained that it would be for external viewing, not touring the homes, although that might be a good idea for a future event.

C. Hughes suggested that the brochure be made available online also.

Planner C. Poissant said she would work with the NEHH ARB as well as the NEHH Preservation Association. It would be a winter project.

V. Adjournment

Motion by M. Kayaselcuk, second by G. Snead to adjourn. Approved unanimously (6-0).

CORRECTIONS TO MINUTES: *Motion for Item III. B. updated.*

I hereby approve the minutes as corrected.

 _____ 11/7/19

Phil Shook, Chair

Date

North End Huntington Heights Architectural Review Board

Prepared by:

C. Poissant

Draft: 8/26/19

Corrected: 10/15/19