CITY OF ST. MARYS
418 OSBORNE STREET
ST. MARYS, GEORGIA 31558

HISTORIC PRESERVATION COMMISSION MEETING MINUTES
June 18, 2013

The meeting began at 5:30 PM.

HPC roll call indicated there was a quorum present for the meeting. The following committee members were present: Kay Westberry, James Stacy, George Beaver, Chris Thurner and Rosemary Rillo. Tim Ward and Winona Hartung were not in attendance.

Roger Weaver and Michele Wood represented the Planning Department.

APPROVAL OF THE MAY 21, 2013 MEETING MINUTES: Chris Thurner made a motion to approve the May 21, 2013 meeting minutes as submitted; Second by George Beaver. Voting was unanimous in favor of the motion.

A motion was made by George Beaver to approve the May 28, 2013 meeting minutes as submitted; Second by Chris Thurner. Voting was unanimous in favor of the motion.

OLD BUSINESS:

1. SIGNAGE: - Barbara Ryan, on behalf of the Building Owner, Ms. Marie Boyett, has submitted a Certificate of Appropriateness request for a permanent sign to be located at 111 Osborne Street. The property is zoned C-1, Tax Parcel S41-08-009.

Ms. Marie Boyett, owner of the property at 111 Osborne Street, submitted a new COA application for a permanent sign to be located at 111 Osborne Street. Ms. Boyett submitted a letter with her application authorizing Ms. Ryan to represent her at the HPC meeting. Ms. Ryan stated she has submitted a drawing of a permanent sign as the HPC had directed her at the previous HPC meeting. The wooden sign would be 8’ x 2’6” in size and located between the second arch in front of the building. Ms. Ryan stated when the sign was not being used to promote upcoming events for St. Marys Little Theatre, it would either be removed or the sign would be available to the St. Marys Convention & Visitors Bureau (CVB) to market other events in the City. Ms. Ryan stated the sign for St. Marys Little Theatre would not be up for more than 45 days four times a year. The CVB sells tickets to the performances, which satisfies the requirement regarding off premises signage. James Stacy made a motion to approve the request; Second by Rosemary Rillo. The vote was (4) to approve and (1) to deny. Chris Thurner voted to deny the request.

(Note by Roger A. Weaver, Planning Director, regarding the issuance of a Sign permit: Issuance of a permit for this sign is directly related to the determination that the sale of tickets by the CVB at this location satisfies the sign ordinance requirement regarding the prohibition of off premise advertising and its related signage (approved billboards excepted). Therefore, any change in this determination could require the permanent removal of the sign. Adequate clearance below the sign must also be provided for safety and for security, the sign shall not block any windows of the CVB or adjacent suites.)

MOTION TO REVISE THE ORDER OF THE AGENDA:
A motion was made by Chris Thurner to move the discussion items on the agenda under old business to be discussed after the new business; Second by Rosemary Rillo. Voting was unanimous in favor of the request.

MOTION TO ADD DISCUSSION OF BY-LAWS TO THE AGENDA: - Rosemary Rillo made the motion to add discussion of the by-laws to the agenda; Second by George Beaver. Voting was unanimous in favor of the motion.
NEW BUSINESS:

1. **ADDITION:** Fred & Beth Mercier, 213 Osborne Street, St. Marys, GA 31558 has submitted a Certificate of Appropriateness request to construct a 12’ x 18’ addition to their existing 24’ x 14’ garage. The property is zoned C-1, Tax Parcel S41-06-013.

   The request was postponed until the July HPC meeting by request of the applicant.

2. **FENCE:** - Michael & Karen Schaaf, 64 Elton Court, Richmond Hill, GA 31324 have submitted a Certificate of Appropriateness request to install a fence to enclose the backyard with a vinyl picket fence at 124 Osborne Street. The property is zoned C-1, Tax Parcel S41-09-002.

   Mr. & Mrs. Schaaf presented their request to the HPC. The HPC stated they would prefer the top of the fence to be straight. The applicants stated if they had enough of the straight fencing available they use the straight top fencing for the section of the fence that would be visible from Stable Alley. There were no comments or questions from the public. George Beaver made a motion to approve the request; Second by Rosemary Rillo. Voting was unanimous in favor of the motion.

3. **NEW CONSTRUCTION:** - Mel & Myrtie Schoychid, 3145 Beechwood Dr. SE, Marietta, GA 30067 have submitted a Certificate of Appropriateness request for approval to construct a new home at the corner of E. Weed Street and Norris Street. The property is zoned R-1, Tax Parcel S41-03-006.

   Mr. & Mrs. Schoychid presented their request to the HPC. The HPC questioned the plans showing the two over two pane windows. The HPC explained that historically windows are normally four over four or six over six. The HPC also requested the applicants to look at changing the plain sectional garage doors to something more similar in design to carriage doors. Roger Weaver, Planning Director, stated the applicant could look at alternatives. However, the functionality of using a different type of garage door might not be a possibility due to Hurricane wind loading requirements. (Note: The applicants will be required to come back to the HPC for approval for the garage door and the materials that will be used for the structure.)

   Ms. Vonda Holland, 211 E. Weed Street, requested to speak to the HPC. Ms. Holland expressed her concerns regarding a shift of property lines in years past created by the location of the railroad and how this might affect the setbacks on the Schoychid’s property. Roger Weaver, Planning Director, stated this would have no bearing with the HPC. However, it could when the building plans are submitted to the Building Department for review. Mr. Weaver stated he would be glad to meet with the Hollands to see if he could provide any assistance. However, it would be considered more of a property line dispute between neighbors.

   George Beaver made a motion to approve the request; Second by James Stacy. Voting was unanimous in favor of the motion.

DISCUSSION:

- **SIGNAGE IN THE HISTORIC DISTRICT** - Discussion was made regarding whether the Historic Preservation Commission should make a request of the Planning Commission in regard to allowing the HPC to assume the responsibility for signage within the historic district and the ability to update the ordinance for signage within the historic district. Rosemary Rillo made a motion for the HPC to request a meeting with the Planning Commission to discuss the possible collaboration; Second by George Beaver. Voting was unanimous in favor of the motion.

- **STREET SIGNAGE FOR BUSINESSES IN THE HISTORIC DISTRICT** - Roger Weaver stated a design has been prepared for the street signs. The Planning Department will be working with Dalton signs with plans to provide pricing and other information at the July HPC meeting.

- **REPORT ON 303 W. WEED STREET** – The Planning Department was requested to verify whether work being done by the residents require COA approval.

- **PROPERTY MAINTENANCE ISSUES** – The HPC requested the Planning Department to check on possible violations of the property maintenance code on Wheeler Street and a sign violation on Osborne Street.

- **HPC TRAINING** – Roger Weaver shared with the HPC about upcoming HPC training in August that will be held in Savannah, Georgia for those interested in attending.
Next Public Meeting of the Historic Preservation Commission: The next regular monthly meeting will be **July 16, 2013 at 5:30PM** in the Council Chambers at 418 Osborne Street, St. Marys, GA.

**MOTION TO ADJOURN MEETING:** George Beaver made a motion to adjourn the meeting; Second by Rosemary Rillo. Voting was unanimous in favor of the motion. The meeting was adjourned at 7:03PM.

**GENERAL NOTES FOR HISTORIC PRESERVATION COMMISSION MEETING:**
All items presented and discussed at the meeting were presented in an open forum so that the audience heard any discussions concerning applications. The meeting was voice recorded.