

Historic Preservation Commission

Theodore D. Washington Municipal Building, 20 Bridge Street, Henry "Emmett" McCracken Jr.
Council Chambers

Wednesday, July 05, 2023 at 6:00 PM

I. CALL TO ORDER

Vice Chairman Goodwin called the meeting to order at 6pm.

II. ROLL CALL

PRESENT

Commissioner Kerri Schmelter

Commissioner Joe DePauw

Commissioner Debbie Wunder

Vice Chairman Evan Goodwin

Commissioner Carletha Frazier

Commissioner Will Guenther

Commissioner Jim Hess

III. ADOPTION OF THE AGENDA

Commissioner Guenther made a motion to adopt the agenda.

Seconded by Commissioner Schmelter.

Voting Yea: Commissioner Schmelter, Vice Chairman Goodwin, Commissioner Frazier,
Commissioner Guenther, Commissioner Wunder, Commissioner DePauw, Commissioner Hess.

All were in favor and the motion passed.

IV. ADOPTION OF MINUTES

1. June 7, 2023 Minutes

Commissioner Schmelter made a motion to adopt the minutes as written.

Seconded by Commissioner Frazier.

Voting Yea: Commissioner Schmelter, Vice Chairman Goodwin, Commissioner Frazier,
Commissioner Guenther, Commissioner Wunder, Commissioner DePauw, Commissioner Hess.

All were in favor and the motion passed.

V. ELECTION OF OFFICERS

Commissioner Schmelter made a motion to nominate Evan Goodwin to Chairman.

Voting Yea: Commissioner Schmelter, Vice Chairman Goodwin, Commissioner Frazier,
Commissioner Guenther, Commissioner Wunder, Commissioner DePauw, Commissioner Hess.

All were in favor and Evan Goodwin was elected to Chairman.

Commissioner Schmelter made a motion to nominate Carletha Frazier to Vice Chairwoman.

Voting Yea: Commissioner Schmelter, Chairman Goodwin, Commissioner Frazier, Commissioner
Guenther, Commissioner Wunder, Commissioner DePauw, Commissioner Hess.

All were in favor and Carletha Frazier was elected to Vice Chairwoman.

VI. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA***VII. OLD BUSINESS****VIII. NEW BUSINESS**

1. **Certificate of Appropriateness:** A request by Pearce Scott Architects, on behalf of the owner, 5824 Guilford Place LLC (Larry Page), to approve a Certificate of Appropriateness-HD to allow the construction of a 2-story commercial office building of approximately 2,888 SF and Carriage House of approximately 1,200 SF to be located at 5824 Guilford Place, Lot 14 in the Stock Farm Development, in the Old Town Bluffton Historic District and zoned Neighborhood General- HD.(COFA-04-23-017854)(Staff - Katie Peterson)

Chairman Goodwin recused himself. Staff presented. The applicant was in attendance. There was discussion about the spacing between the buildings, the roof and the shutters.

Commissioner Schmelter made a motion to approve with the following conditions:

1. Per the Applications Manual, a Town of Bluffton Tree Removal Permit is required.
2. Per the Applications Manual, approval from the Stock Farm POA is required prior to approval of a Certificate of Appropriateness- HD.
3. Per the Applications Manual, any proposed signage requires separate Site Feature-HD approval.
4. Per UDO Section 5.3.3., a canopy coverage exhibit must be provided for review.
5. As requested during the conceptual review at HPRC, the existing landscaping must be shown on the plan to ensure adequate plantings have been retained or replanted.
6. The Applicant must work with staff to ensure grading proposed will not result in a complete loss in Streetscape Foundation Plantings or impact the sidewalk while maintaining positive drainage.
7. It is recommended that the primary structure be relocated 5' towards the rear property line to eliminate the need to relocate the fence, plantings or modify the drainage at the front of the lot.

Seconded by Commissioner Guenther.

There was discussion about amending the motion.

Commissioner DePauw made a motion to amend the conditions to include the casement windows on the Right Elevation be changed to Double Hung to match those on the Primary Structure.

Seconded by Commissioner Hess.

Voting Yea to amend the motion: Commissioner Schmelter, Vice Chairwoman Frazier, Commissioner Guenther, Commissioner DePauw, Commissioner Hess, Commissioner Wunder

The motion to include the eighth condition passed.

There was a vote on the amended motion.

Voting Yea: Commissioner Schmelter, Vice Chairwoman Frazier, Commissioner Guenther, Commissioner DePauw, Commissioner Hess

Voting Nay: Commissioner Wunder

The amended motion passed 5-1.

2. **Certificate of Appropriateness:** A request by Ansley Hester Manuel, Architect, on behalf of the owners, George and Lillian Heyward, to approve a Certificate of Appropriateness-HD to allow the renovation of the Contributing Resource known as the Heyward Cottage, including the addition of approximately 230 SF to the 2187 SF, 1-story single family residential structure of located at 130 Pritchard Street, in the Old Town Bluffton Historic District and zoned Riverfront Edge- HD.(COFA-03-23-017840)(Staff - Katie Peterson)

Chairman Goodwin returned to the dais.

Staff presented. The applicant was in attendance. There was discussion about the smaller roofs on the structure.

Commissioner Guenther made a motion to approve the application as submitted.

Seconded by Commissioner Schmelter.

Voting Yea: Commissioner Schmelter, Chairman Goodwin, Vice Chairwoman Frazier, Commissioner Guenther, Commissioner Wunder, Commissioner DePauw, Commissioner Hess

All were in favor and the motion passed.

IX. DISCUSSION

Staff welcomed the new commissioners.

X. ADJOURNMENT

Vice Chairwoman Frazier made a motion to adjourn.

Seconded by Commissioner Guenther.

Voting Yea: Commissioner Schmelter, Chairman Goodwin, Vice Chairwoman Frazier, Commissioner Guenther, Commissioner Wunder, Commissioner DePauw, Commissioner Hess

All were in favor and the motion passed. The meeting was adjourned at 6:51pm.