



Agenda Item

Meeting Date: January 6, 2026

SUBJECT: APPEAL CERTIFICATION OF APPROPRIATENESS DENIAL – HPC2025-1809005009 (PARCEL ID 18 090 05 009)

Item: Action Item

Department: Planning and Zoning

Presented By: Tamaya Huff, Planning Manager

BACKGROUND:

The applicant requested approval for an exterior deck, front deck, and to replace siding and windows at 6444 James B Rivers Memorial Drive (Parcel ID: 18 090 05 009). The property, a single-family home built in 1950, was last remodeled in 2003 and sits on 0.16 acres. A code enforcement review on October 29, 2025, revealed that the exterior deck was already built, the front deck was finished, and the siding and windows had been replaced. There are no records of building permits or reviews to ensure compliance with zoning regulations for this work.

The Historic Preservation Commission (HPC) heard the case on November 18, 2025, and denied the Certificate of Appropriateness (COA) for Case HPC2025-1809005009 on November 19, 2025. The denial was due to non-compliance with the Design Guidelines in Chapter 5 (Residential Rehabilitation Guidelines), particularly sections 5.1 (Exterior Materials), 5.2 (Architectural Details), and 5.4 (Windows). The proposed changes were found inadequate to maintain the historic character of the property. Since this property is a contributing property to the district, the Commission noted that it no longer meets the necessary standards after the completed work. They acknowledged that the construction is finished and do not expect the homeowner to undo any of the changes made.

Attachments/Exhibits:

- Appeal Case Report
 - Application for Appeal – Applicant Michelle Crawford
 - Denial Letter – Historic Preservation Commission
 - Minutes from Historic Preservation Commission – November 19, 2025
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Requested Action: On December 9, 2025, the applicant appealed the final decision made by the Historic Preservation Commission, on November 19, 2025, in accordance with Section 5-38(10) and is requesting a review of this decision by the City Council. According to Section 5-38(10), the City Council can take the following actions if it determines that the Historic Preservation Commission abused its discretion in making its decision:

- 1) Approve the determination made by the Historic Preservation Commission
- 2) Modify the determination made by the Historic Preservation Commission
- 3) Reject the determination made by the Historic Preservation Commission