

Historic Preservation Commission
Minutes - May 13, 2025

1. Call to Order: Chairman Griffin called the meeting to order at 6:00pm.
2. Roll Call: Chairman Griffin; Commissioners Beroza, Hubbard, Sanders and Taylor were present.

Staff: Bryan Wood – Community Development Director, Emily Carson – Community Planner, and Christine Sewell – Recording Clerk

Guests: Blake Lancaster, Brooke Newby, and Ellie Loudermilk

3. Citizens with Input – None
4. Approval of the Agenda – Commissioner Sanders motioned to approve as presented; Commissioner Beroza seconded; all in favor and was unanimously approved.
5. Approval of Minutes – April 8, 2025, meeting - Commissioner Taylor motioned to approve as submitted; Commissioner Hubbard seconded; all in favor and was unanimously approved.
6. Announcements- Chairman Griffin referred to the notices as listed
 - a. Procedures for Public Hearings
 - b. Please place cell phones in silent mode
7. Old Business - None
8. New Business
 - a. Public Hearing:
 - **COA-0063-2025** – Window replacement at 1311 Houston Lake Drive. The applicant is Blake Lancaster for Blue Door Realty.

Mr. Wood advised the applicant proposes to replace the windows that were not already replaced with vinyl 1-over-1 windows. This includes one window on the front façade, one window on the rear, and all windows on the left side of the house. The applicant has indicated that the previous owner of the property was in the process of replacing the windows in the house when the applicant purchased the property in 2022. The windows on the right side of the house, and one window on the front were replaced with 1-over-1 vinyl windows prior to approval of the historic district designation. This is a unique situation in which approximately half of the windows in the house were replaced well before consideration of historic designation. This appears to create an “undue hardship” which the current owner did not create and staff is recommending approval as an undue hardship, based on approximately half of the windows having been replaced before the property was purchased. Mr. Wood also advised and it was provided, the applicant received a quote for replacement of the windows with all wood at a cost of \$15,515.00.

Chairman Griffin opened the public hearing at 6:05pm and called for anyone in favor or opposition to the request. Mr. Blake Lancaster, applicant and owner, reiterated the request and advised the replacement for the vinyl windows was \$5600. There being no further comments the public hearing was closed at 6:07pm.

Commissioner Sanders noted the wood windows replaced are most likely gone and there is a difference between wood and vinyl and there needs to be symmetry and consistency. Chairman Griffin noted the change occurred prior to the districts' establishment.

Commissioner Beroza motioned to approve as a hardship due to the windows being partially rehabbed; Commissioner Hubbard seconded; all in favor and was unanimously approved.

- **COA-0064-2025** – Add roof and screened porch as part of rear deck repair at 1208 Beckham Circle. The applicants are Dane and Brooke Newby.

Mr. Wood advised as part of a project to replace a rotting wood deck on the rear of the house, the applicant proposes to extend a shed roof over a portion of the deck and extend a gable end roof to create a screened porch. The deck railing will be changed from wood to iron and composite material, and the decking material will be changed from wood to composite material. Structural elements will be wood, painted to match the house. The roof will be metal to match existing roof color. Vinyl siding on the house will be replaced as necessary due to the construction. The proposed addition to the rear of the house will not be visible from Beckham Circle due to an existing garage on the left side of the house and mature plant material on the right side of the house. The new screened porch and a portion of the deck will be visible from Massee Lane. The proposed addition does not alter the character of the house and should be reversible without a loss of historic materials or elements. Staff is recommending approval as presented.

Chairman Griffin opened the public hearing at 6:13pm and called for anyone in favor or opposed to the request. Ms. Brooke Newby, the applicant advised the current deck material is failing, there are issues with rotting wood and the door on the back side had damage due to water intrusion and that has since been repaired. The addition of the metal roof with a pitch will cover the back door.

There being no further comment Chairman Griffin closed the public hearing at 6:16pm.

Chairman Griffin asked staff if the addition could be reversed; Mr. Wood confirmed it could be.

Commissioner Sanders motioned to approve as presented based on conformity with the design guidelines; Commissioner Taylor seconded; all in favor and was unanimously approved.

9. Other Business – None
 - a. Commission comments and questions
10. Adjournment: there being no further business to come before the Commission the meeting was adjourned at 6:18pm.

Approved 06.10.25