



OFFICIAL AGENDA OF THE

**HISTORIC PRESERVATION COMMISSION OF THE CITY OF STARKVILLE,
MISSISSIPPI**

SPECIAL CALL MEETING OF TUESDAY, MARCH 28, 2017

**AT STARKVILLE CITY HALL, SECOND FLOOR CONFERENCE ROOM,
LOCATED AT 110 WEST MAIN ST, STARKVILLE, MS 39759 CONVENING AT
5:30 PM**

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE
- III. ROLL CALL
- IV. CONSIDERATION OF THE OFFICIAL AGENDA
- V. CONSIDERATION OF MINUTES
 - A. FEBRUARY 28, 2017
- VI. CITIZEN COMMENTS
- VII. NEW BUSINESS
 - A. CA 17-02: 508 GREENSBORO ST
- VIII. PLANNER REPORT
- IX. ADJOURNMENT

Persons with disabilities needing assistance to participate in any of these proceedings should contact the City's ADA Coordinator at least 48 hours in advance of the meeting at (662) 323-8012, ext. 132.

**UNAPPROVED MINUTES OF THE HISTORIC PRESERVATION
COMMISSION MEETING OF TUESDAY, FEBRUARY 28, 2017
THE CITY OF STARKVILLE, MISSISSIPPI**

The Historic Preservation Commission of the City of Starkville, Mississippi, held their regularly scheduled meeting on February 28, 2017, in the Large Conference Room in City Hall, located at 110 West Main Street. Present were Commissioners Michael Fazio, Ryan Ashford, Debbie Nettles, Hamp Beatty, and Robert McMillen; Absent from the meeting were Commissioners Jason Barrett and Cindi Sullivan due to work conflicts. Attending the Commissioners were Assistant City Planner Emily Corban and Community Development Director Buddy Sanders. After Chair Fazio called the meeting to order, the Commissioners recited the Pledge of Allegiance, followed by a moment of silence.

1. AN ORDER APPROVING THE WRITTEN AGENDA

There came for consideration the matter of the approval of the official agenda of February 28, 2017 as presented. Dr. Fazio suggested moving item D. Downtown Façade Guidelines under new business to item B and moving item B. CA 17-01 to item D under new business.

**OFFICIAL AGENDA
HISTORIC PRESERVATION COMMISSION
CITY OF STARKVILLE, MISSISSIPPI
MEETING OF TUESDAY, FEBRUARY 28, 2017
CITY HALL – SECOND FLOOR CONFERENCE ROOM, 110 WEST MAIN STREET, 5:30 PM**

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE
- III. ROLL CALL
- IV. CONSIDERATION OF THE OFFICIAL AGENDA
- V. CITIZEN COMMENTS
- VI. NEW BUSINESS
 - A. DOWNTOWN FAÇADE GUIDELINES
 - B. INTRODUCTION OF NEW MEMBER ROBERT MCMILLEN
 - C. UPDATE ON OKTIBBEHA GARDENS
 - D. CA 17-01: 111 N. NASH ST
- VII. PLANNER REPORT
- VIII. ADJOURNMENT

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After discussion, and upon the motion of Commissioner Beatty duly seconded by Commissioner Ashford, the official agenda was unanimously approved, as amended.

A. INTRODUCTION OF NEW MEMBER ROBERT MCMILLEN

Buddy Sanders introduced Commission Member Robert McMillen who will serve a term expiring on February 21, 2020.

B. DOWNTOWN FAÇADE GUIDELINES

Jennifer Prather, of the Greater Starkville Development Partnership, attended the meeting on behalf of the partnership to discuss progress on the Downtown Façade Guidelines. She discussed some of the grant opportunities available by the Convention and Visitors Bureau and discussed the Partnership's support financially of creating the Design Guidelines for downtown. Dr. Fazio discussed the boards intentions to use the services of the Carl Small Town Center and Deborah Shaffer to create downtown façade guidelines.

C. UPDATE ON OKTIBBEHA GARDENS

Community Development Director Buddy Sanders gave a few updates on the application process for submitting for National Register designation. The Consultant David Schneider submitted Draft 1 to the state offices. After he revises the draft based on their comments, he will send Draft 2 to the Starkville Historic Preservation Commission for review. After the Commission's review, Mr. Schneider will submit the application to the Professional Review Board.

D. CONSIDERATION OF THE CA 17-01 CERTIFICATE OF APPROPRIATENESS REQUEST BY DEBBIE NETTLES FOR 111 N. NASH ST

Assistant City Planner Emily Corban introduced the case, presenting the three requests made in the application:

1. Replace a damaged chain link fence (cyclone). The applicant is proposing to replace it with a 4-ft. wood picket fence
2. Construct a 4' x 6' deck with steps on the north and south side entrances to remedy safety hazards. The applicant is also considering adding rails to give balance and secure the entrance.
3. To construct an awning over the north and south side entrances. The applicant is proposing to construct a metal or canvas awning depending on cost and design. A wood gable roof is their first choice.

The applicant, Debbie Nettles, detailed her reasoning's behind the requests. She explained she wanted her fence to be constructed as a picket fence similar to Pete Melby's at 112 N. Nash Street. For the south entrance the Commission and applicant agreed that the steps should mimic those on the front entrance. The design for the entrance located on the north side of the house was approved in principle but will be revisited later by the Commission as more details emerge. The applicant tabled her third request that proposed adding awnings to cover two entrances to her home.

There came for discussion the matter the approval of the Certificate of Appropriateness Request from Ms. Debbie Nettles regarding 111 N. Nash Street. After discussion and upon the motion of Commissioner Beatty duly seconded by Commissioner McMillen, the motion to approve Certificate of Appropriateness Request from Ms. Debbie Nettles regarding 111 N. Nash Street was unanimously approved with the following conditions: that the picket fence mimic the design 112 N. Nash street with the exception of concrete, that the steps and landing on the north entrance mimic the design of the front entrance steps, and that the design of the north entrance be approved in principle but be revisited later as more details emerge.

ADJOURNMENT

Upon conclusion of the discussion of the official business of the Historic Preservation Commission, Commissioner Walker moved the meeting adjourn until March 28, 2017 at 5:30 p.m. at the New City Hall Courtroom located at 110 West Main Street, Starkville, MS. 39759, being duly seconded by Commissioner Beatty and receiving a unanimous vote, the meeting was adjourned.

Dr. Michael Fazio, Chairman

Buddy Sanders, Community Development Director

HISTORIC
STARKVILLE
MISSISSIPPI'S COLLEGE TOWN

THE CITY OF STARKVILLE
COMMUNITY DEVELOPMENT DEPT
CITY HALL, 110 WEST MAIN STREET
STARKVILLE, MISSISSIPPI 39759

STAFF REPORT

TO: Members of the Historic Preservation Commission

FROM: Emily Corban, Assistant City Planner (662-323-2525 ext. 3138)

CC: Applicant: Alexandra Hui and Christopher Ayers

SUBJECT: CA 17-02 Certificate of Appropriateness Request by Alexandra Hui and Christopher Ayers for a proposed addition at 508 Greensboro St on a parcel that is zoned R-1 with the property # 118O-00-284.00

DATE: March 28, 2017

The purpose of this report is to provide information regarding the Certificate of Appropriateness Request by Alexandra Hui and Christopher Ayers for a proposed addition at 508 Greensboro St on a parcel that is zoned R-1 with the property # 118O-00-284.00

ARCHITECTURE INFORMATION:

Construction Date: C.1930

Architectural Style(s): Colonial Revival

No. of Stories: 1.5



COA Request:

The applicant is requesting a Certificate of Appropriateness Request to:

1. Construct an addition to their second bathroom by closing off a small porch which would square off the northeast corner of the house
2. They propose to use the same siding and roofing materials currently on the home and will re-use the original window

COA History:

None.

NOTIFICATION

16 property owners of record within 300 feet of the subject property were notified directly by mail of the request. A public hearing notice was published in the Starkville Daily News March 23, 2017. As of this date, the Planning Office has received no phone calls against the request.

ANALYSIS

Chapter 67- Historic Preservation, Section 32-34 of the City's Code of Ordinances provides criteria for granting a Certificate of Appropriateness request:

Sec. 67-33. - Criteria for issuance of certificates of appropriateness.

The commission and the city shall use the following criteria in granting or denying certificates of appropriateness:

(a) *General factors:*

- (1) Architectural design of existing building, structure, or appurtenance and proposed alteration;
- (2) Historical significance of the resource;
- (3) General appearance of the resource;
- (4) Condition of the resource;
- (5) Materials composing the resource;
- (6) Size of the resource;
- (7) The relationship of the above factors to, and their effect upon the immediate surroundings and, if within a historic district, upon the district as a whole and its architectural and historical character and integrity.

(c) *Exterior alteration:*

- (1) All exterior alterations to a building, structure, object, site, or landscape feature shall be compatible with the resource itself and other resources with which it is related, as is provided in [section 67-33](#)(a) and (b), and the original design of a building, structure, object, or landscape feature shall be considered in applying these standards.
- (2) Exterior alterations shall not affect the architectural character or historic quality of a landmark and shall not destroy the significance of landmark sites.

Starkville Historic Preservation Design Guidelines recommend:

ADDITIONS TO HISTORIC BUILDINGS, AND NEW CONSTRUCTION

- Additions to Historic Buildings
- New Construction
- Height
- Proportion and Scale
- Openings
- Massing
- Spacing and Setback
- Roof Shape
- Orientation
- Materials and Texture

ADDITIONS TO HISTORIC BUILDINGS

An addition to a historic structure can be visually disruptive. Before contemplating an addition look for ways to alter nonsignificant interior spaces to accommodate new needs. If that is not possible, new additions should be made in a manner that preserves the character and detailing of the historic building. A new addition should not be radically different, nor should it mimic exactly the appearance of the historic building. A new addition should be clearly differentiated from the old, so the addition reads as an addition and not as part of the historic building.

A new addition to a historic building is considered to be successful if it preserves significant historic materials and features, preserves the existing historic character, and protects the historic significance by making a visual distinction between what is old and what is new.

Existing additions should be preserved if they are over fifty years old or were done without sacrifice to the architectural integrity of the historic building. However, not all additions are significant and worthy of preservation. Many later additions were poorly designed and constructed and they detracted from the original form, materials, or craftsmanship of the historic building to which they were added.

Many new additions are needed as modern bathrooms, kitchens, and additional living space. Some historic houses simply cannot accommodate the necessities of modern living within the existing exterior walls. If the house has a rear porch, an option to provide more interior space would be to enclose all or a portion of the porch, being careful not to alter the character-defining features of the porch.

An addition should be designed so it is secondary to the original building. It should be smaller than the original building and sited in a secondary position, such as on the rear or an inconspicuous side. It should be made of materials similar to those on the historic building. Adding a brick addition to a historic frame building is inappropriate because the texture and color of the brick will draw attention to the addition. Likewise, roof material should be similar. If siding materials on the addition matches those on the original structure, vertical trim should be used to visually differentiate the junction between old and new sections. Existing corner boards and trim elements should be maintained to differentiate the original structure from the addition.

The scale and rhythm of features on the historic building should be incorporated into the addition design. Using similar height lines for doors and windows and a similar rhythm of the openings will help the addition harmonize with the historic building. Architectural detailing should complement rather than exactly duplicate the detailing of the historic resource. If the historic building has an elaborate Queen Anne- or Colonial Revival-style doorway, the entrance to a new addition should be compatible but plain, to keep the focus on the historic doorway.


Any new addition should be designed to be reversible without significant damage being done to the historic building or any loss of its architectural detailing. For example, if an addition or porch enclosure obscures an original window, retain the window in place and close the shutter. If built-ins in a new addition or enclosure of a porch renders an original doorway inoperable, retain the doorway and convert it into a shallow closet with shelving.

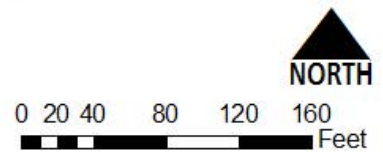
Generally, the most successful way to add space to a historic building is to construct a small hyphen or connector to the addition from the house. This results in minimal damage

to the historic building and clearly differentiates the new from the old. When added to a historic house, the hyphen sometimes takes the form of a covered walkway, which can be sided with lattice or jalousies. Connectors between historic commercial buildings and additions sometimes include glass walls, which leave the exterior wall of the historic building visible. Architectural hyphens or connectors should be recessed from the streetscape.

Attachment 1
CA 17-02 Aerial



Legend
 subject property



Attachment 2



CERTIFICATE OF APPROPRIATENESS APPLICATION

City of Starkville Historic Preservation Commission (SHPC)

City Hall, 101 E. Lampkin Street

Starkville, Mississippi 39759-2944

Phone: (662) 323-8012 Fax: (662) 323-4143

e-mail: buildingdept@cityofstarkville.org

APPLICATION REQUIREMENTS

A pre-application conference with the Planning Office staff prior to submittal of a Certificate of Appropriateness (COA) application is highly recommended.

All applications must be complete and include the required supporting materials listed below. Ten (10) collated copies of the application and all supporting materials must be submitted to the Planning Office at City Hall for review.

Incomplete COA applications will not be forwarded to the Starkville Historic Preservation Commission (SHPC) for consideration.

REQUIRED SUPPORTING MATERIALS

New Construction or Substantial Rehabilitation

- Description of design and materials
Site plan (new buildings and additions only)
Architectural elevations
Comprehensive photographs
Documentation of earlier historic appearance (rehabilitation only)

Minor Exterior Changes

- Description of design and materials
Photographs of existing building

Outbuildings, Fences, and Walls

- Description of design and materials
Site plan
Architectural elevations
Site photographs

Demolition or Relocation

- Photographs of existing building(s)
Reasons for demolishing or relocating to be included in the narrative description
NOTE: Relocation and Demolition both require a permit from the Building Dept. Please contact the Building Dept or go to www.cityofstarkville.org.

CONTACT INFORMATION

Applicant Alexandra Hui & Christopher Ayers
NOTE: If the applicant is not the property owner, an Owner Authorization must be executed, notarized, and returned with the application materials.

Address 508 Greensboro St.

City, State ZIP Starkville, MS 39759

Daytime Phone (310) 488-2313 (Alix's cell)

E-mail Address alixhui@gmail.com

PROPERTY AND PROJECT INFORMATION

Project Address 508 Greensboro St., Starkville

Property Owner Alexandra Hui & Christopher Ayers

Tax or Parcel Number 1180-00-284.00
(available at www.tscmaps.com or at the Oktibbeha County Land Records Office)

TYPE OF PROJECT

Check all that apply:

- New Construction (freestanding or addition)
Substantial Rehabilitation
Demolition
Minor Exterior Changes
Relocation

PROJECT AND MATERIALS DESCRIPTION

Check all proposed work specifications that apply:

- Exterior Siding/Finishes/Masonry
Roofs
Windows and Dormers
Chimneys
Porches/Decks/Balconies
Shutters
Exterior Doors
Foundations
Walls and Fences
Outbuildings



Using the Standards for Starkville's Historic Districts
 The Standards for Starkville's Historic Districts address the most commonly proposed changes. The Starkville Historic Preservation Commission (SHPC) uses the Standards when reviewing applications for COAs. Please refer to the Standards prior to submitting an application. The Standards, along with other useful links, are available on the City website at www.cityofstarkville.org.

Application Deadlines
Applications and support materials must be submitted at least thirty (30) days prior to the regular meeting of the SHPC. The SHPC meets on the fourth Tuesday of each month at 5:30 PM in the City of Starkville Courtroom. A meeting and submittal schedule is available for reference at www.cityofstarkville.org.

Application Representation
 The applicant or an authorized representative of the applicant must attend the public SHPC meeting to present the application.

Building Permit Requirements
 In addition to a COA Application, most proposals will require a building permit from the Building Department at City Hall. Building permits will not be issued without proof of a COA. After application approval, the COA is valid for six (6) months. The COA expires if construction does not begin within six (6) months of approval by the SHPC.

The SHPC must review and approve any modifications or amendments to the approved plans prior to the beginning of work.

All work must be completed as presented to and approved by the SHPC.

IN THE SPACE BELOW OR ON ADDITIONAL SHEETS, PROVIDE A NARRATIVE DESCRIPTION OF THE PROPOSED PROJECT. DIVIDE THE NARRATIVE INTO THE "PROJECT AND MATERIALS DESCRIPTION" SECTIONS CHECKED ON PAGE 1.

We would like to expand our second bathroom to square off the northeast corner of the house. This would eliminate a rear entrance & small porch, & extend the roofline down, eliminating a window on the second floor. We would use the same siding & roofing materials currently on the house & re-use the original bathroom window. This would maintain the historic character of the home. It would also not be visible from the street. Please see attached photos (current) & sketches (proposed).

Certificate of Appropriateness NOT required for this application

Signed _____ Date _____

AUTHORIZATION

I acknowledge that the above application refers to construction and alterations to be undertaken at this time. I understand that the work described here must begin within six (6) months of issuance of the COA and that alterations not addressed in this document will require an additional application. I understand that this application will become part of the Public Record of the City of Starkville and hereby certify that all information contained herein is accurate to the best of my knowledge.

Signature: *Alexandra Hui*
Chris Ayers

Printed Name: *Alexandra Hui*
Chris Ayers

Date: *3/14/2017*
14-Mar-2017

Attachment 3



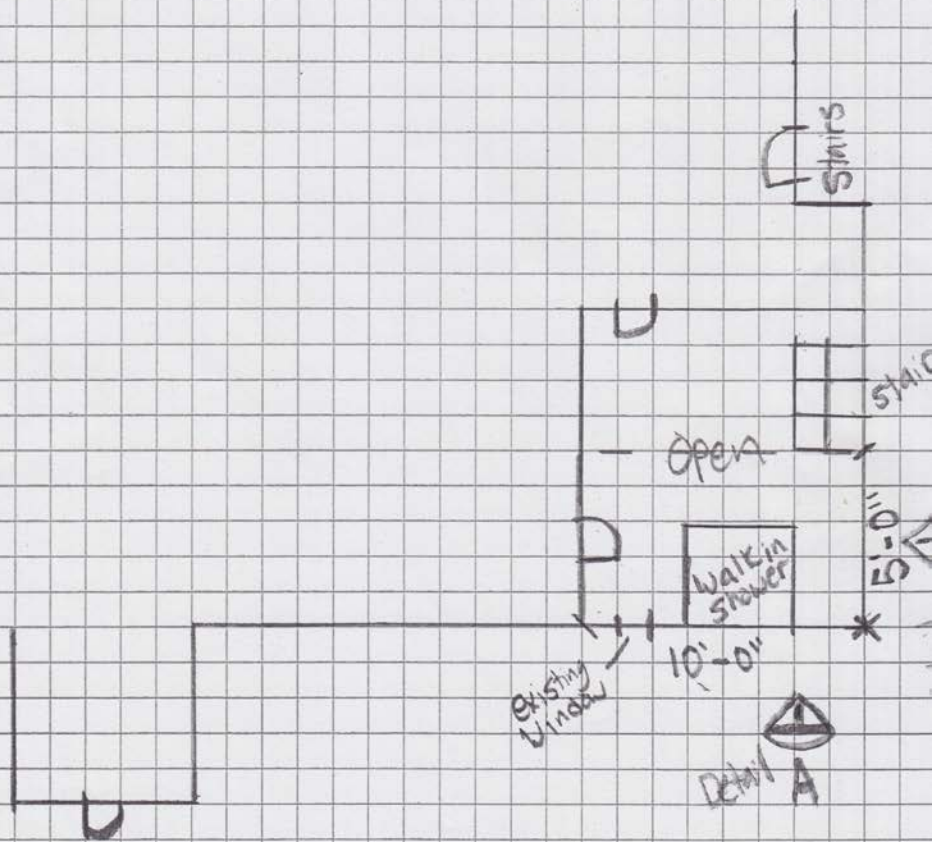
Facing southward (at northeast corner of house)



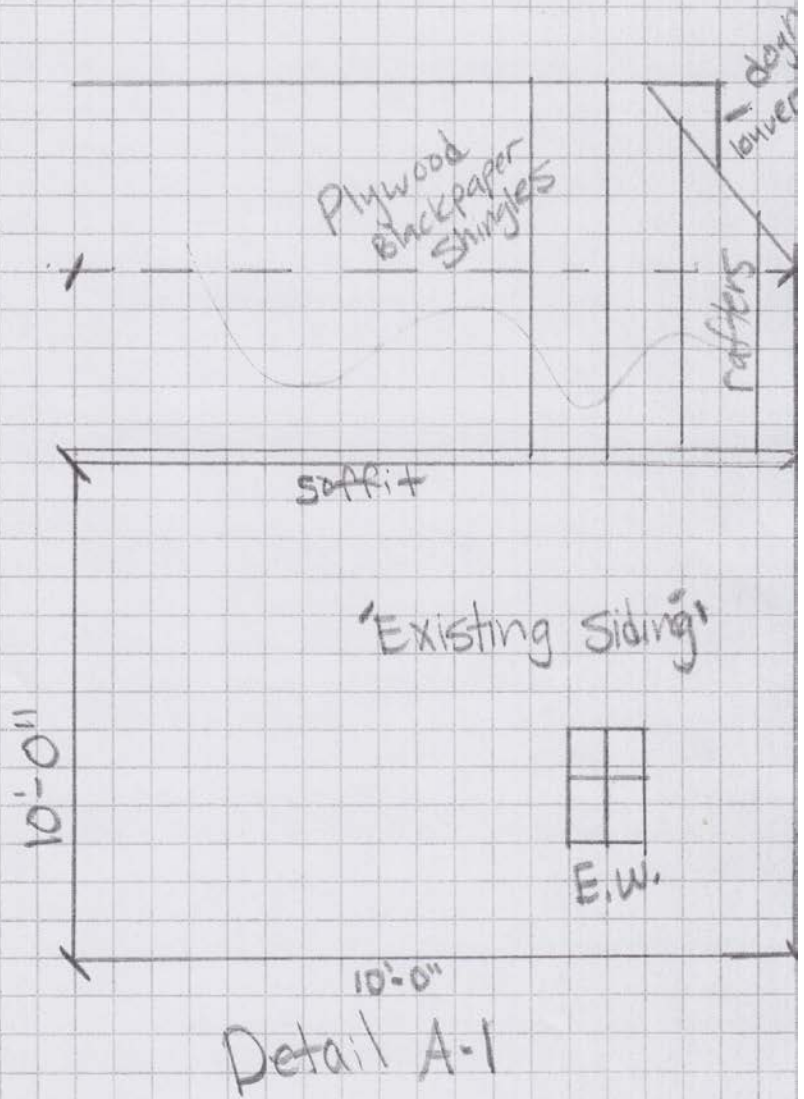
Facing westward (at northeast corner of house)

Attachment 4

Bathroom Addition
Chris Ayers



Attachment 5



Attachment 6

