



OFFICIAL AGENDA

HISTORIC PRESERVATION COMMISSION

CITY OF STARKVILLE, MISSISSIPPI

**SPECIAL CALL MEETING OF WEDNESDAY, DECEMBER 16,
2015**

CITY HALL - COURT 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. CONSIDERATION FOR APPROVAL OF THE AUGUST 25, 2015
MEETING MINUTES
- VI. CITIZEN COMMENTS
- VII. NEW BUSINESS
 - A. Certificate of Appropriateness Request from Mr. Joseph N. Fratesi;
511 Greensboro Street
 - B. Discussion of a FY 2016 project
- 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 AUGUST 25, 2015
THE CITY OF STARKVILLE, MISSISSIPPI

The Historic Preservation Commission of the City of Starkville, Mississippi, held their regularly scheduled meeting on August 25, 2015, in the Mayor's Conference Room in City Hall, located at 101 E. Lampkin Street. Present were Commissioners Hamp Beatty, Michael Fazio, Cyndi Sullivan and Tom Walker; absent were Commissioners Ryan Ashford, Jason Barrett, Maxine Hamilton, and Jason Barrett. Attending the Commissioners were Community Development Director Buddy Sanders and Recording Secretary William Green. After Chair Fazio called the meeting to order, the Commissioners were led in the Pledge of Allegiance, followed by a moment of silence.

AN ORDER APPROVING THE WRITTEN AGENDA

The Commission considered the matter of approval of the written agenda dated August 25, 2015. A correction to the spelling of the name Mahoney was made, and Commissioner Walker made a motion to approve the written agenda, as amended, which was seconded by Commissioner Sullivan, and the Commission voted unanimously to approve the written agenda, as amended.

CONSIDERATION FOR APPROVAL
OF THE MINUTES OF THE MEETING OF MAY 26, 2015

Commission Chair Fazio called for consideration for approval of the May 26, 2015, minutes. Commissioner Sullivan moved to approve the minutes, seconded by Commissioner Walker, and the resulting vote for accepting the minutes was unanimous.

CITIZEN COMMENTS

Commission Chair Fazio asked if any member of the public cared to address the Commission on matters not already on the agenda. No members of the public came forward to speak.

NEW BUSINESS

A. CA 15-02: Certificate of Appropriateness Request from Ms. Debbie Maloney Nettles, 111 North Nash Street

Community Development Director Sanders introduced a Certificate of Appropriateness request from Ms. Nettles, of 111 North Nash Street, in which Ms. Nettles seeks approval for a carport improvement. Currently, the carport is supported by ornamental iron supports, which are not original to the house. Chair Fazio stated that he had met with the builder to discuss the changes. The challenge would be to decide what would be most consistent, since the house was built without a carport. After discussion among the Commissioners determining the compatibility of the intended changes, Commissioner Sullivan moved to approve the Certificate of Appropriateness, which was seconded by Commissioner Walker, and the Commissioners voted unanimously to approve the request. The request will go before the Board of Aldermen at their next meeting.

B. Consideration of Historic District Signage

Community Development Director Sanders reported on the status of the Historic District Signage and presented two plans for signage design, as well as the wording that would appear on the signs. After reviewing the options, and after further discussion regarding upkeep, placement, and word count, Commissioner Walker moved that the neighbors in the two local historic districts be given until Monday morning to review and make recommendations relative to the signs presented, and then forward the recommendations to the HPC for their approval. Commissioner Beatty seconded the motion, and the Commission voted unanimously to approve the motion.

PLANNER'S REPORT

Community Development Director Sanders reminded the HPC that the City's Comprehensive Plan consultant will be in town the third week in October for a meeting, and Mr. Sanders encouraged those on the HPC to attend. A reminder will be sent out with further information. In regard to the reappointment of board members whose terms expire, Mr. Sanders will report on the necessary steps for those who wish to continue serving. Mr. Sanders also announced that an administrative assistant will be hired within the next four weeks and will be available to assist the board.

ADJOURNMENT

As there was no further business to discuss, Commissioner Sullivan moved to adjourn the meeting, which was seconded by Commissioner Walker, and the Commission voted unanimously to adjourn.

Michael Fazio, Chairman

Buddy Sanders, Community Development Director



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 Joseph N. Fratesi

NOTE: If the applicant is not the property owner, an Owner Authorization must be executed, notarized, and returned with the application materials.

Address 511 Greensboro St.

City, State ZIP Starkville, MS 39759

Daytime Phone 662-312-4796

E-mail Address jnf1@msstate.edu

PROPERTY AND PROJECT INFORMATION

Project Address 511 Greensboro St.

Property Owner Joseph N. Fratesi

Tax or Parcel Number 102B-00-106.00

(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.

See Attached.

☐ **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: **Joe Fratesi**
Digitally signed by Joe Fratesi
DN: cn=Joe Fratesi, o=Mississippi State University,
ou=Stennis Institute of Government and Community
Development, email=joe@sig.msstate.edu, c=US
Date: 2012.11.10 13:33:07 -0600

Printed Name: _____ Date: _____

Certificate of Appropriateness Application – Project Description

Property: 511 Greensboro Street
Starkville, MS 39759

Parcel Number: 102B-00-106.00

Property Owner: Joseph and Sarah Fratesi

Project Description:

Request approval to replace the existing chain link fence located along the southern property line (adjacent to Whitfield Street) with a 6' wood privacy fence

Materials:

Wood posts – 4 X 4 pressure treated pine

Fence rails – 2 x 4 pressure treated pine

Panels - 5/8 in. x 5-1/2 in. x 6 ft. Pressure-Treated Pine Dog-Ear Fence Picket

Subject Property Map



Fence Location Map



New fence to be located in same location as existing chain link fence along Whitfield Street. Existing chain link fence to be replaced with 6' foot wood privacy fence (similar to adjacent properties).

Existing Fence:



Photo of existing chain link fence on subject property



Photo of existing chain link fence on subject property



Photo of existing chain link fence on subject property

Proposed Fence



Sample image of 6' wood fence to be installed



Photo of existing 6' wood fence located on property immediately to the east of the subject property

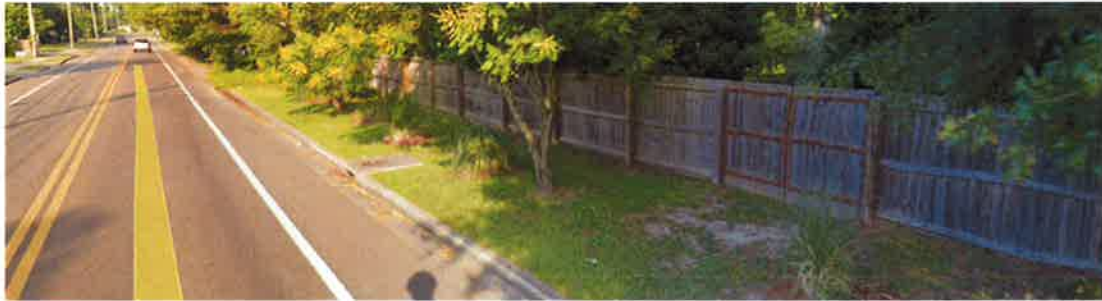


Photo of existing 6' wood fence located on property immediately to the west of the subject property