



**OFFICIAL AGENDA
HISTORIC PRESERVATION COMMISSION
CITY OF STARKVILLE, MISSISSIPPI
MEETING OF THURSDAY, OCTOBER 24, 2019
2ND FLOOR CITY HALL – CONFERENCE ROOM
110 WEST MAIN STREET 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. CONSIDERATION OF THE MINUTES OF JULY 09, 2019
 - B. CONSIDERATION OF THE MINUTES OF SEPTEMBER 10, 2019
- VI. CITIZEN COMMENTS
- VII. NEW BUSINESS
 - A. COA 19-01- DISCUSSION AND CONSIDERATION OF A CERTIFICATE OF APPROPRIATENESS REQUEST BY GARY SHAFER, ON BEHALF OF KEN AND GIGI HOLMES, FOR MINOR EXTERIOR CHANGES TO THE PORCH AND ROOF AT 511 GREENSBORO ST. ON A PARCEL THAT IS CURRENTLY ZONED R-1 WITH THE PROPERTY # 102B-00-106.00.
- VIII. PLANNERS REPORT
- IX. ADJOURN

**UNAPPROVED MINUTES OF THE HISTORIC PRESERVATION
COMMISSION MEETING OF TUESDAY, JULY 9, 2019
THE CITY OF STARKVILLE, MISSISSIPPI**

The Historic Preservation Commission of the City of Starkville, Mississippi held their regularly scheduled meeting on July 9, 2019, in the Large Conference Room on the 2nd floor of City Hall, located at 110 West Main Street. Present were Commissioners Debbie Nettles, Cyndi Sullivan, Ryan Ashford, Dr. Michael Fazio and Robert McMillen. Absent from the meeting were Commissioners Evan Peacock and Christopher Hunter. Attending the Commissioners was Assistant City Planner Emily Corban.

After Commissioner 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 July 21, 2019 as presented.

**OFFICIAL AGENDA
HISTORIC PRESERVATION COMMISSION
CITY OF STARKVILLE, MISSISSIPPI
MEETING OF TUESDAY, JULY 09, 2019
2ND FLOOR CITY HALL – CONFERENCE ROOM
110 WEST MAIN STREET 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 THE MINUTES OF MAY 21, 2019
- VI. CITIZEN COMMENTS
- VII. NEW BUSINESS
 - A. WELCOMING NEW HISTORIC PRESERVATION COMMISSION MEMBERS
 - B. DISCUSSION ON THE OKTIBBEHA GARDENS SIGN
 - C. DISCUSSION ON THE FINAL DRAFT OF THE DOWNTOWN DESIGN GUIDELINES
 - D. DISCUSSION REGARDING UPCOMING MDAH REGIONAL TRAINING OPPORTUNITIES
- VIII. PLANNERS REPORT
- IX. ADJOURN

After discussion amongst the Commissioners, Commissioner Sullivan made the motion that the official agenda be approved, which was seconded by Commissioner Ashford and unanimously approved 4-0.

2. CONSIDERATION OF THE MINUTES OF FEBRUARY 26, 2019

Commissioner Ashford made the motion that the minutes of the February 26, 2019 meeting be approved which was seconded by Commissioner Sullivan and unanimously approved 4-0.

NEW BUSINESS

A. WELCOMING NEW HISTORIC PRESERVATION COMMISSION MEMBERS

Assistant City Planner Emily Corban introduced the two newest commission members: Evan Peacock and Christopher Hunter.

B. DISCUSSION ON THE OKTIBBEHA GARDENS SIGN

Chairman Fazio discussed the upcoming order of the sign and the invoice that will be sent. Staff still does not have a date for when the sign will be completed.

C. DISCUSSION ON THE FINAL DRAFT OF THE DOWNTOWN DESIGN GUIDELINES

Dr. Fazio presented the final draft of the Downtown Design Guidelines to the Commission. The city will be submitting the final documents for review by MDAH before August 31, 2019. Any suggested revisions must be submitted to Dr. Fazio by July 19th. Commissioner Sullivan made the motion that the final draft of the Downtown Design Guidelines be accepted in principle subject to any needed editorial changes which was seconded by Commissioner McMillen and unanimously approved.

D. DISCUSSION REGARDING UPCOMING MDAH REGIONAL TRAINING OPPORTUNITIES

Assistant City Planner Emily Corban discussed with the commissioners upcoming training opportunities and the need to have at least one commission member receive training each year. Commissioner Nettles indicated she would be interested in attending training.

ADJOURNMENT

Upon conclusion of the discussion of the official business of the Historic Preservation Commission, the Commission adjourned in the Large Conference Room on the 2nd floor of City Hall, located at 110 West Main Street, Starkville, MS 39759.

Dr. Michael Fazio, Chairman

Emily Corban, Assistant City Planner

**UNAPPROVED MINUTES OF THE HISTORIC PRESERVATION COMMISSION
MEETING OF TUESDAY, SEPTEMBER 10, 2019
THE CITY OF STARKVILLE, MISSISSIPPI**

The Historic Preservation Commission of the City of Starkville, Mississippi held their regularly scheduled meeting on September 10, 2019, in the Large Conference Room on the 2nd floor of City Hall, located at 110 West Main Street. Present were Commissioners Evan Peacock, Christopher Hunter, Debbie Nettles, Ryan Ashford, and Dr. Michael Fazio joining by telephone. Absent from the meeting were Commissioners Cindi Sullivan and Robert McMillen. Attending the Commissioners was Assistant City Planner Emily Corban, Community Development Director Simon Kim, Aldermen Hamp Beatty, and Michelle Jones of MDAH.

After Commissioner Fazio called the meeting to order, the Commissioners recited the Pledge of Allegiance, followed by a moment of silence.

AN ORDER APPROVING THE WRITTEN AGENDA

There came for consideration the matter of the approval of the official agenda of September 10, 2019 as presented.

**OFFICIAL AGENDA
HISTORIC PRESERVATION COMMISSION
CITY OF STARKVILLE, MISSISSIPPI
MEETING OF TUESDAY, SEPTEMBER 10, 2019
2ND FLOOR CITY HALL – CONFERENCE ROOM
110 WEST MAIN STREET 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 THE MINUTES OF MAY 21, 2019
- VI. CITIZEN COMMENTS
- VII. NEW BUSINESS
 - A. WELCOMING NEW HISTORIC PRESERVATION COMMISSION MEMBERS
 - B. REVIEW OF THE 2019-2020 STARKVILLE SURVEY PROPOSALS:
 - C. DISCUSSION ON UPCOMING MDAH REGIONAL TRAINING OPPORTUNITIES
- VIII. PLANNERS REPORT
- IX. ADJOURN

After discussion amongst the Commissioners, Commissioner Nettles made the motion that the official agenda be approved, which was seconded by Commissioner Ashford and unanimously approved 4-0.

1. CONSIDERATION OF THE MINUTES OF MAY 21, 2019

Commissioner Nettles made the motion that the minutes of the May 21, 2019 meeting be approved which was seconded by Commissioner Ashford and unanimously approved 4-0.

NEW BUSINESS

A. WELCOMING NEW HISTORIC PRESERVATION COMMISSION MEMBERS

Assistant City Planner Emily Corban introduced the two newest commission members: Commissioners Evan Peacock and Christopher Hunter.

B. REVIEW OF THE 2019-2020 STARKVILLE SURVEY PROPOSALS

Assistant City Planner Emily Corban briefly went over the two proposals that were submitted for the 2019-2020 Starkville Reconnaissance Survey: Jeff Rosenberg and Jaime L. Destefano of JLD Preservation Consulting, LLC.

After discussion amongst the Commissioners, Commissioner Ashford made the motion to recommend consultant Jeff Rosenberg be selected for the 2019-2020 which was seconded by Commissioner Peacock and unanimously approved 4-0.

C. DISCUSSION REGARDING UPCOMING MDAH REGIONAL TRAINING OPPORTUNITIES

Assistant City Planner Emily Corban informed the commission of upcoming regional training opportunities. Debbie Nettles indicated she would attend on behalf of the commission.

ADJOURNMENT

Upon conclusion of the discussion of the official business of the Historic Preservation Commission, the Commission adjourned in the Large Conference Room on the 2nd floor of City Hall, located at 110 West Main Street, Starkville, MS 39759.

Dr. Michael Fazio, Chairman

Emily Corban, Assistant City Planner

DRAFT

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: Gary Shafer

SUBJECT: CA 19-01 Certificate of Appropriateness Request by Gary Shafer, on behalf of Ken and Gigi Holmes, for minor exterior changes to the porch and roof at 511 Greensboro St. on a parcel that is currently zoned R-1 with the property # 102B-00-106.00.

DATE: October 24, 2019

The purpose of this report is to provide information regarding the Certificate of Appropriateness Request by Gary Shafer, on behalf of Ken and Gigi Holmes, for minor exterior changes to the porch and roof at 511 Greensboro St. on a parcel that is currently zoned R-1 with the property # 102B-00-106.00.

COA REQUEST:

The applicant is requesting a Certificate of Appropriateness Request to:

1. Construct a new porch.
 - a. The existing brick porch will be extended north 6'8" and the two brick steps will tie into the existing brick walkway.
 - b. The new columns, trim, and bead board will be painted wood construction.
 - c. The new roof will be a 4:12 pitch with asphalt shingles to match the existing.
 - d. The new porch footings will be brick veneer to match the existing.
2. Construct a treated wooden trellis.
 - a. The proposed trellis will cover a new brick walkway that will frame the car entrance to the back and help to visually center the new porch construction when viewed from Greensboro St.
 - b. Brick pavers will be used for the walkway.

COA HISTORY:

None.

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:

PORCHES

MAINTENANCE AND REPAIR

Porches are one of the most expressive architectural features of historic buildings. They provide an enjoyable outdoor living space and protect openings from weather. Most porches are constructed of wood components and require regular maintenance. Deferring maintenance can lead to failure of porch members and decking requiring expensive repair or replacement. Simple failure to clean and maintain gutters can cause deterioration of porch posts or columns, which are often difficult to repair and particularly expensive to replace.

If possible, retain and repair original porch materials and detailing. The materials that were used to build a historic porch are usually far superior to what is available today. Instead of replacing, epoxies can be used to repair deteriorated sections of original turned posts, columns, and balusters. Butt joints are more subject to rot from water infiltration, so repairs to box columns and square- or rectangular-cross-section posts should be made with sloping joints to shed water.

Failure to paint and maintain porch decking accelerates the deterioration of perimeter beams and joists. Bases of posts and columns should be periodically checked for signs of settlement, which indicates deterioration and compression of supporting perimeter beams. Porches should be routinely painted, and joints, cracks in posts, columns, and balustrades should be carefully caulked to prevent water infiltration.

Improper repair of deteriorated tongue-and-groove flooring can hasten deterioration. When making repairs to porch decking, do not saw the rotten ends of tongue-and-groove flooring back to the first supporting joist as this will create a junction that will be particularly vulnerable to water damage. Differences in thickness between old and new flooring can also create depressions that hold water.

Avoid installing landscaping close to porches, as it tends to obscure porch components, trap moisture, and hide any deterioration. The root systems of trees planted near concrete porch decks or patios can also cause damage to the slabs

REPLACEMENT, ALTERATION, AND INSTALLATION

If historic porch materials are too deteriorated to repair, replacements should duplicate, as closely as possible, the deteriorated original. Inappropriate replacements alter the historic appearance of a historic building and greatly devalue its architectural significance. Among the most common inappropriate replacements are substituting poured concrete for an original wood porch, removing wood columns or posts and installing metal substitutes, and replacing original wood balusters with metal or inappropriate wood substitutes.

Use treated wood when replacing or scabbing onto original porch framing, such as joists and perimeter beams. When reconstructing a wood-frame porch, be sure that the floor is pitched to drain water, with the recommended pitch being 1:48 or a fall of one inch for every forty-eight inches.

When replacing, repairing, or installing new wood porch flooring, use treated, tongue-and-groove flooring in a width and thickness that matches the original porch flooring or is suitable for the period in which the house was built. If in doubt, match the width of the porch flooring boards to the width of the interior flooring. Prime all sides of the tongue-and-groove flooring before installation. Be sure that the flooring boards extend beyond the fascia board 1½ to 2 inches to allow water to run off.

Reproduction and custom-made columns and posts are readily available from a variety of suppliers. Many stock reproduction columns are near replicas of the columns used in twentieth century historic buildings. However, some nineteenth-century houses will require custom-made columns to properly fit the proportions of the building. Sometimes the best and least expensive method for obtaining a reproduction column is to ship an original column to the company making the reproduction. Shipping costs are often less than the expense of an architectural drawing.

ENTRY STEPS

Entry steps, like entrances themselves, can be character defining features of a historic building. Nineteenth-century houses generally have wood or stuccoed-brick entry steps.

Because entry steps are normally exposed to the weather, few historic houses retain original wood entry steps. Most wood entry steps built for today's historic houses are crude imitations of the original entry steps. Historic architectural pattern books and historic photographs can provide design resources for building appropriate entry steps. The main components of entry steps are treads, risers and stringers. Treads are the flat boards of the stairs. Risers are the upright boards beneath the treads. Stringers are the diagonal boards along the sides that the treads and risers are connected to. The overhang of the tread above both the riser and stringer should be about equal. Correctly detailed wood steps for a nineteenth-century house will have bull-nosed treads, a beaded stringer, and a bed mould beneath the tread.

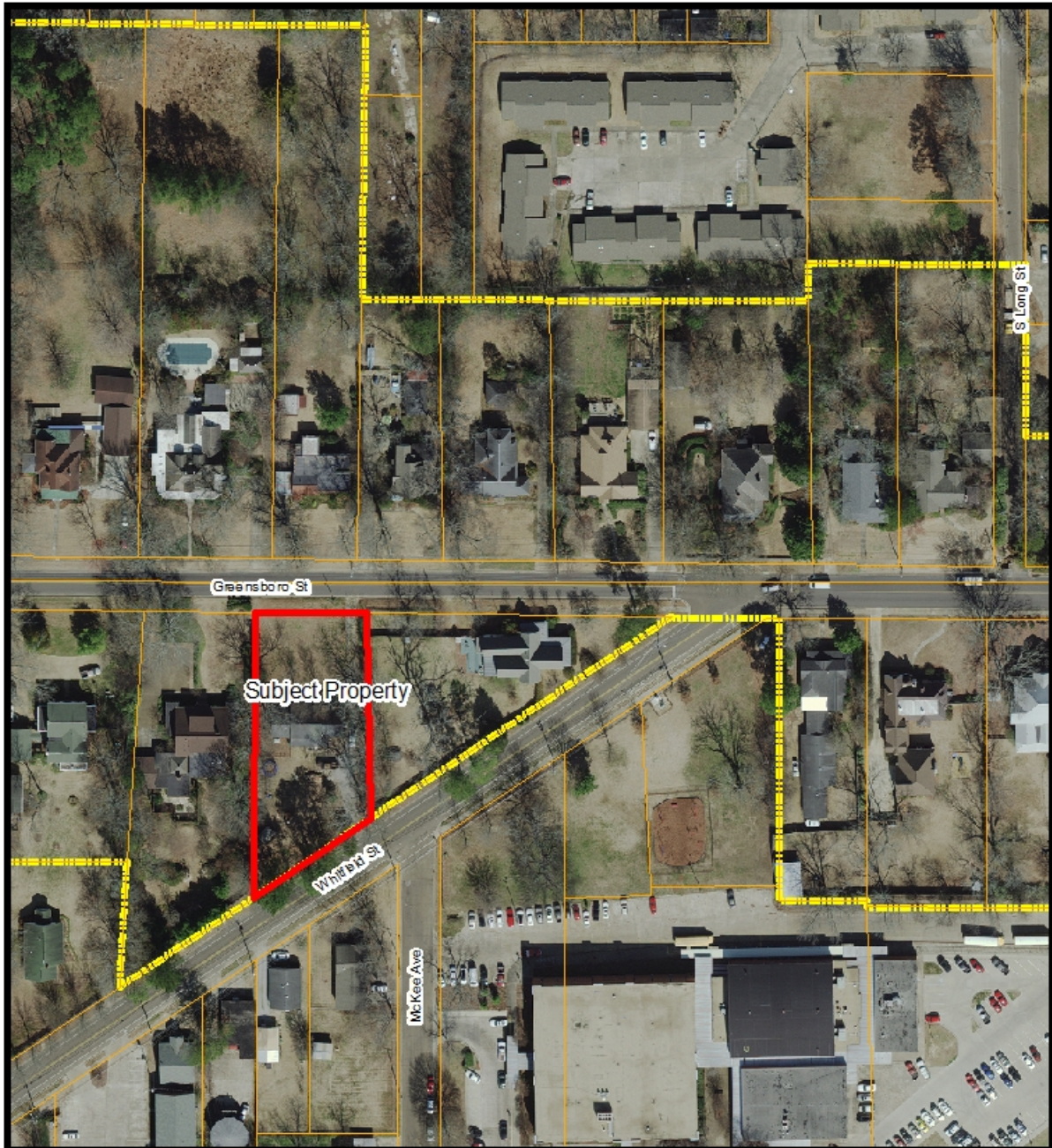
MAINTENANCE AND REPAIR

If possible original entry steps with their associated components and detailing should be maintained and repaired.

REPLACEMENT, ALTERATION, AND INSTALLATION

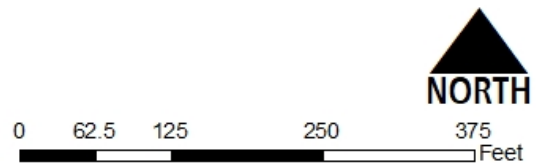
If original entry steps are too deteriorated to repair, replacement steps should match the original as closely as possible. If no evidence exists to document the original entry steps, new steps should be based on the architectural style of the building. Avoid installing entry steps that are incompatible with the age and style of the building. Simple entry steps with open risers are not appropriate for more sophisticated historic buildings, as they were generally found on historic dependency buildings, country stores, or other vernacular buildings. Concerns about maintenance have caused many owners of historic homes to replace wood steps with brick steps. The color, texture, and pattern of exposed brick can be visually disruptive and overwhelm the historic character of a building. In the nineteenth and early-twentieth century, brick steps on historic buildings were traditionally stuccoed.

Attachment 1
COA 19-01- Aerial



Legend

-  subject property
-  Greensboro Historic District



Attachment 2
Application



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

Address 610 UNIVERSITY DRIVE.

City, State ZIP STARKVILLE MS 39759

Daytime Phone 312-4653

E-mail Address CSHAFA7@SZZARCH.COM

PROPERTY AND PROJECT INFORMATION

Project Address 511 GREENSBORO ST.

Property Owner KEN & GIGI HOWMES.

Tax or Parcel Number 102B-00-186.00
(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 |

Attachment 3

Application (continued)

The Owners goal was to add a front porch to help define the front door entry from Greensboro Street. Additional they hoped to add some construction that would make the porch appear to be more in the center of the house.

Exterior siding/finishes/masonry

The new exterior finishes will be painted wood for the columns and trim, treated wood for the trellis, and brick pavers for the walkways and brick veneer for the foundation walls.

Porches/decks/balconies

The existing brick porch will be extended north 6'-8" and the 2 brick steps will tie into the existing brick walkway. The columns, trim, and beadboard ceiling will all be painted wood construction. A treated wooden trellis will cover a new brick walkway that will frame the car entrance to the back and help to visually center the new porch construction when viewed from Greensboro Street.

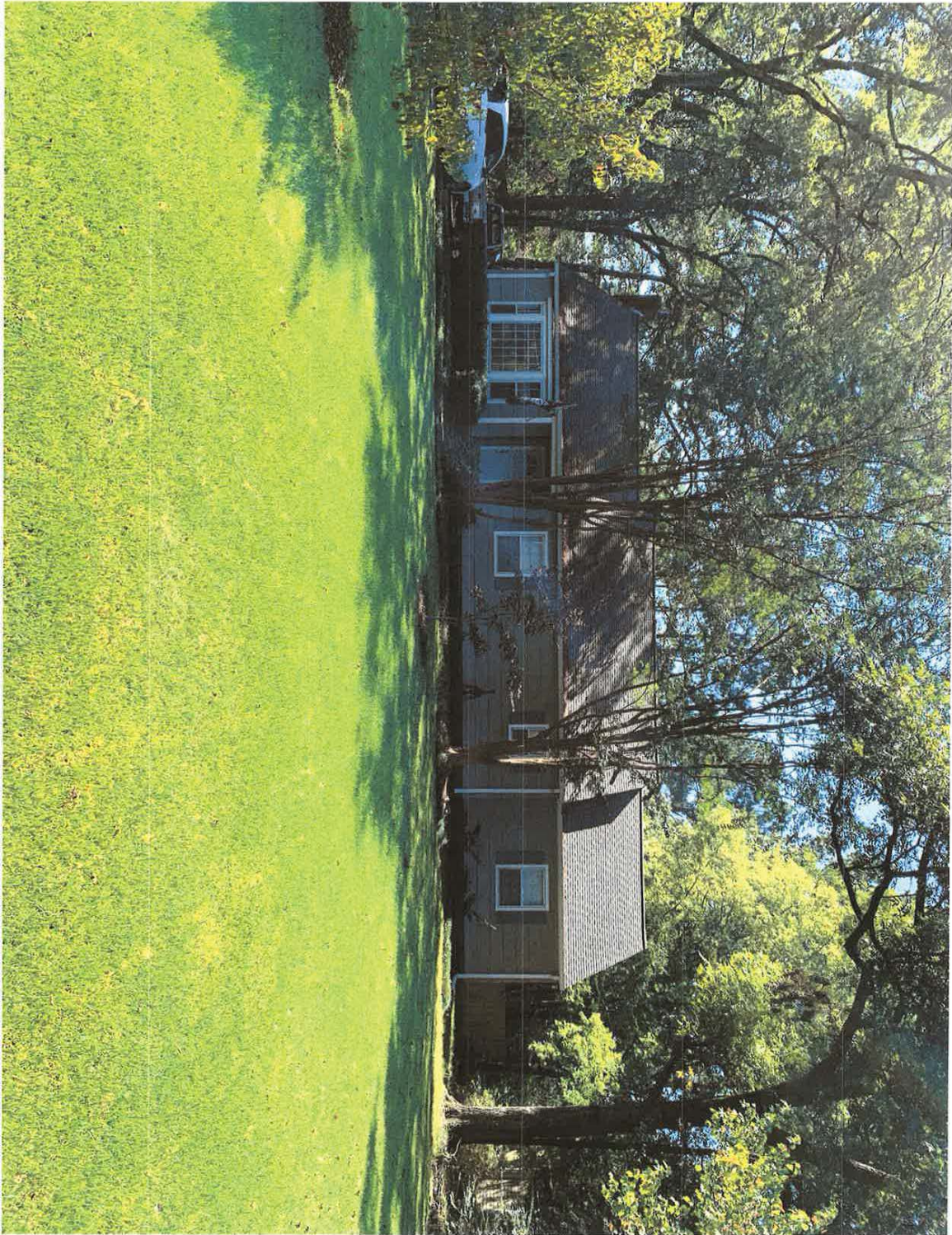
Roofs

The new porch roof will be a 4:12 pitch with new asphalt shingles to match the existing.

Foundations

The porch extension will require footings with a brick faced foundation wall to match the existing.

Attachment 4



Attachment 5

