

AGENDA

CITY OF OPELIKA HISTORIC PRESERVATION COMMISSION

January 13, 2022

4:30 p.m.

Meeting Chambers at Opelika Municipal Courtroom
300 MLK Boulevard

Call to Order

Approve November 18, 2021 minutes.

Public Comment/Citizen Communication

Old Business

New Business

1. 704 N. Railroad Ave: Downtown Historic District
COA: Replace Front Door Unit
Owner: The Cotton District
2. 223 S. 9th St: Downtown Historic District
COA: Repair Wall and Mortar Wash
Owner: Barrett-Simpson, Inc.
3. 410 N. 6th St: Northside Historic District
COA: Install Metal Handicap Ramp and Extend Sidewalk
Owner: Carlton Nell
4. 307 N. 6th St: Northside Historic District
COA: New Construction ADU
Owner: Woody McTier
5. 704 Ave D: Geneva Historic District
COA: Renew Parking Lot COA
Owner: CJCF, LLC
6. 708 Ave D: Geneva Historic District
COA: Parking Lot
Owner: CJCF, LLC
7. 1104 3rd Ave: Northside Historic District
COA: Privacy Fence
Owner: John & Rebecca Rice

Other Business

8. Enforcement Report
9. Staff Report
 - 2021 Annual Report
 - Review of By-Laws
 - Approval of change in masonry guidelines
6. Next meeting February 11, 2022
7. Adjournment

NOTE: The City of Opelika complies with the Americans with Disabilities Act and meeting facilities are accessible. If you need special assistance, please call the City's ADA Coordinator, at 334-705-2083.



ISTORIC PRESERVATION COMMISSION MINUTES

300 Martin Luther King Blvd.

November 18, 2021

TIME: 4:30 PM

1. CALL TO ORDER

Margaret Mayfield called the meeting to order at 4:35 p.m.

2. APPROVAL OF MINUTES

A motion was made by Rush Denson to approve the September 9, 2021 minutes. The motion was seconded by Mark Grantham. All approved.

1. September 9, 2021 Minutes

3. CITIZEN COMMUNICATIONS

(Limit comments to five minutes or less)

Mrs. Mayfield opened the floor for public comment/citizen communication. There was none.

4. OLD BUSINESS

There was no old business to discuss.

5. NEW BUSINESS

2. 115 S. 8th St; Downtown Historic District

COA: Replace Front Door and Add Door and Window Trim

Owner: MRI, LLC

Staff member, Lisa Thrift, introduced the agenda item.

Resources:

C. 1880's. Goodson's Jewelers. Two-story brick load bearing wall construction; original façade at 2nd level has textured stucco from a later period; flat arched windows with wood infill at second level; new brick façade at first floor.

Proposal: The petitioner requests a COA for the following:

1. Replace the front door with a historical wooden style door.
2. Add historic-style window trim to modern-windows.

Proposed Guidelines:

STOREFRONT - #2.

Preserve existing historic storefronts. Retain characteristic storefront features.

DISPLAY WINDOW: Maintain the original dimensions and transparent nature of the display window.

Do not add small paned windows or reflective glass.

COLUMNS: Maintain cast iron columns and brick and stone piers which frame the storefront.

TRANSOM: Retain the original shape and transparency of the transom. Do not place a sign over the transom. If an interior ceiling has been lowered below the transom, it should be recessed from the storefront. Do not place air conditioning units in the transom.

DOORS - #9.

Preserve the original front doors and opening.

PRESERVATION: The original size and shape of door openings should be maintained, not in-filled. Original doors and door hardware should be repaired and maintained. Replacement doors, when necessary, should be compatible with the original doors in terms of style, size, material, and glass panel configuration.

NEW OPENINGS: When the creation of new openings is necessary in order to meet fire codes, they should be located on sides or to the rear of buildings, rather than on the front. New openings, when permitted, should be compatible in scale, size, proportion, and placement to historic openings.

CLOSING AN OPENING: If the blocking of an opening is allowed, infill materials should be compatible with the building and should be placed 2" to 6" back from the building face. Use of fixed reflective glass is not recommended.

Staff recommendation:

1. Staff recommends approval of new wood and glass door.
2. Staff recommends approval of wood trim above door and window.

Discussion:

Mrs. Thrift explained the new door would be wood with glass on top. The new wood trim would be above the door extending over and above the window unit.

There was no further discussion.

3. 314 2nd Ave: Northside Historic District
COA: Metal Roof, Metal Gutters, and Covered Rear Patio
Owners: Carlos & Margaret Mayfield
Staff member, Lisa Thrift, introduced the agenda item.

Resources:

Circa 1915. One and a half story, wood frame Victorian cottage with hip with gables roof or asphalt shingles, decorative dormer with elliptical and rectangular lites, decorative gable, weatherboard siding,

central wood door, flanking pairs of 1/1 double hung sash widows, full width porch with shed roof, wooden porch supports. Contributing Resource.

Proposal: The petitioner requests a COA for the following:

1. Replace shingle roof with Apex ¾" rib metal roof.
2. Install .045 seamless aluminum gutters.
3. Cover existing rear patio with wood frame, matching metal roof, and wood columns.

Proposed Guidelines:

4. Roofs and Roofing:

- a. Original roof shape and pitch should be maintained.
- b. Provide adequate roof drainage and ensure that the roofing materials provide a weather tight covering for the structure.
- c. Retain the original roofing material whenever possible.
- d. Replace deteriorated roof covering with new materials that are compatible with the period of the structure and appropriate to the structure. Fiberglass asphalt shingles may be substituted for original roofing when it is not economically feasible to replace or repair with original materials or when the original roof is beyond repair. The color and texture of fiberglass-asphalt shingles should be appropriate to the architectural style and period of the structure.
- e. Built-in gutters may be covered over when it is not economically feasible to maintain or replace or repair with original material. Care should be taken to provide for the drainage of water away from the structure if built-in gutters are covered over.
- f. Preserve or replace where necessary, but do not remove, all architectural features that give the roof its essential character, such as dormer windows, cupolas, cornices, brackets, chimneys, cresting and weathervanes.
- g. Do not introduce new roof features, such as dormers where none existed before. Low profile skylights may be used on the side or rear facades not facing a street.
 - Built-in gutters may be covered over when it is not economically feasible to maintain or replace or repair with original material. Care should be taken to provide for the drainage of water away from the structure if built-in gutters are covered over.
 - Replacement of existing asphalt composition roofing shingles

The following commonly requested projects require a COA:

- Changes in roofing material including the removal and replacement of slate, terracotta tile and standing seam metal roofing materials

THE ENVIRONMENT:

1. The environment consists of all exterior features in the designated historic districts which are visible to the public and includes structures, outbuildings, landscaping, streets, appurtenances, trees, mass and spacing between structures, scale, mass, color and materials of buildings that give a neighborhood its distinguishing character and contributes to its historic district designation.
2. Significant landscape features such as public parks and gardens, street lighting, signs, street benches, sidewalks, streets, alleys and building setbacks that have traditionally been maintained in the historic district and that contribute to its historic character should be retained. Existing streets should not be widened. paving material should not be changed to a different texture and color. Inappropriate new streets or parking lots incompatible with the neighborhood should not be constructed. *(updated 08/12/14)*
3. New plant materials, fencing, walkways, housing and other outdoor lights, signs, benches, etc. should be compatible with the character of the neighborhood in size, scale, material and color.
4. Plant material should be maintained so as not to become a hazard to the public, public property or shall not be allowed to cause deterioration to structures.
5. Existing street trees should not be removed without a plan for replacement. *(updated 08/12/14)*

The following items DO NOT require a COA:

- Back yard Tree house, swing sets and trampolines
- Benches and other outdoor furniture and accessories
- Sculpture and another outdoor artwork
- Pools and patios
- Tree pruning, clearing of overgrown bushes, vines, saplings, etc.
- Tree removal (less than 4" diameter at breast height or diseased).
- Planting new trees, shrubs, ground cover, etc.
- Landscape edging
- Flower, vegetable and rock gardens
- Flowerpots, planters, window boxes, birdbaths, bird houses, etc.
- Adding gravel to existing driveways
- Patching deteriorated concrete or asphalt pavement, walks, steps, etc.

Staff recommendation:

1. Staff recommends approval of metal roof on main structure and rear patio.
2. Staff recommends approval of aluminum gutters.
3. Staff recommends approval of covering existing rear patio.

Mrs. Thrift explained the existing shingle roof will be replaced with a metal Apex roof system with 3/4" rib, exposed fastener installation with concealed fasteners, 29 gauge panels. Photos have been provided to show an Apex roof compared to a Snap Lock roof. A sample of metal roofing material has been provided.

Mrs. Lanz asked if the rear roof at the patio addition would be replaced. The applicant replied that all roofing would be replaced with the Apex metal roofing.

6. OTHER BUSINESS

4. Enforcement Report
There was no new enforcement report.
5. Staff Report
Staff provided the commission with a copy of the new Historic Opelika Trail brochure. She thanked Ms. Lanz and Ms. Burton for their assistance with providing history on properties and editing.
6. Next meeting December 9, 2021

7. ADJOURN

Rush Denson motioned to adjourn. Mark Grantham seconded and all approved.

_____ Margaret Mayfield, Chair

_____ Linda Lanz, Secretary

City of Opelika
Historic Preservation Commission
Staff Report



Agenda Item #: 1
Meeting Date: 01/13/2022
Action Requested: COA: Replace front door
Location of Property: 704 N. Railroad Ave; Downtown Historic District
Petitioner: Richard Patton

Resources:

Early 20th Century; one-story brick load bearing wall construction; sheet metal gutter. Contributing.

Proposal: The petitioner requests a COA for the following:

1. Install new steel framing, install new (2) 3'0" X 9' steel and glass doors with 1'8" sidelights, not altering opening size.

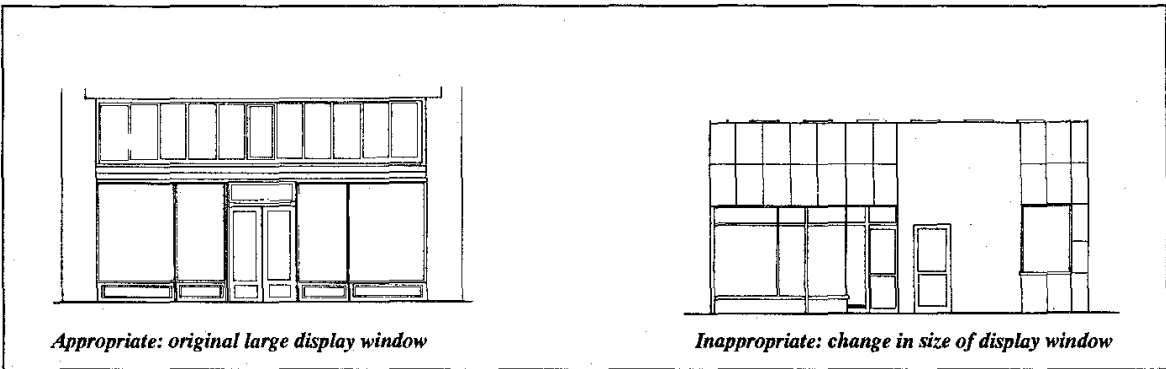
History: Applicant received approval for replacement of door unit on 12/11/2020. However, this COA has expired. No changes have been made to the design.

Proposed Guidelines:

STOREFRONT - #2.

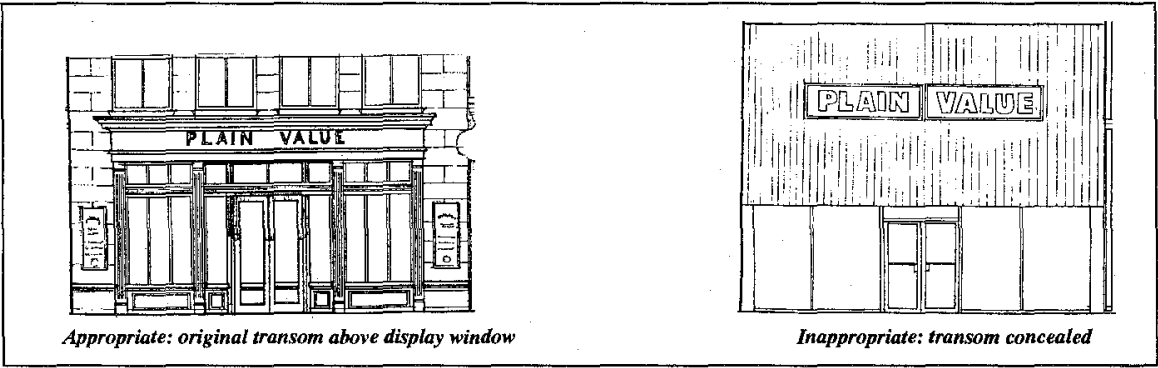
Preserve existing historic storefronts. Retain characteristic storefront features.

DISPLAY WINDOW: Maintain the original dimensions and transparent nature of the display window. Do not add small paned windows or reflective glass.



COLUMNS: Maintain cast iron columns and brick and stone piers which frame the storefront.

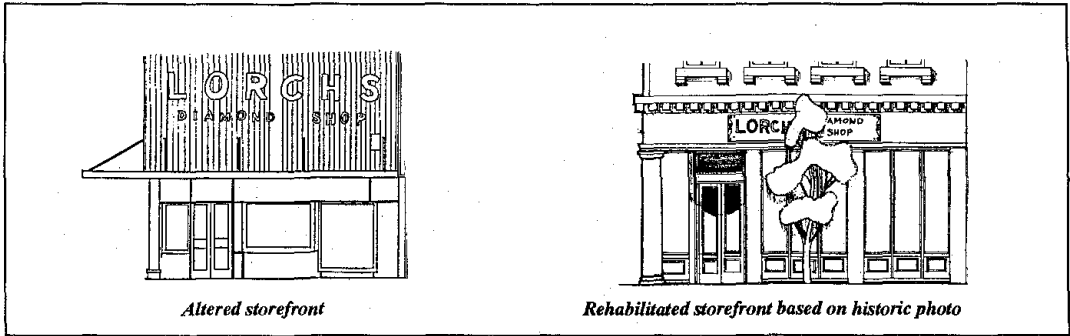
TRANSOM: Retain original shape and transparency of the transom. Do not place a sign over the transom, If an interior ceiling has been lowered below the transom, it should be recessed from the storefront. Do not place air conditioning units in the transom.



RECONSTRUCTED STOREFRONT -#3

Reconstruction of a historic storefront should be based on physical evidence and historical documentation such as photographs.

RE-CONSTRUCTION: Obtain historic photographs, post cards of downtown, and historical background about the building by contacting the historical society, library, and/or state archives.



DOORS - #9.

Preserve the original front doors and opening.

PRESERVATION: The original size and shape of door openings should be maintained, not in-filled. Original doors and door hardware should be repaired and maintained. Replacement doors, when necessary, should be compatible with the original doors in terms of style, size, material, and glass panel configuration.

NEW OPENINGS: When the creation of new openings is necessary in order to meet fire codes, they should be located on sides or to the rear of buildings, rather than on the front. New openings, when permitted, should be compatible in scale, size, proportion, and placement to historic openings.

CLOSING AN OPENING: If the blocking of an opening is allowed, infill materials should be compatible with the building and should be placed 2” to 6” back from the building face. Use of fixed reflective glass is not recommended.

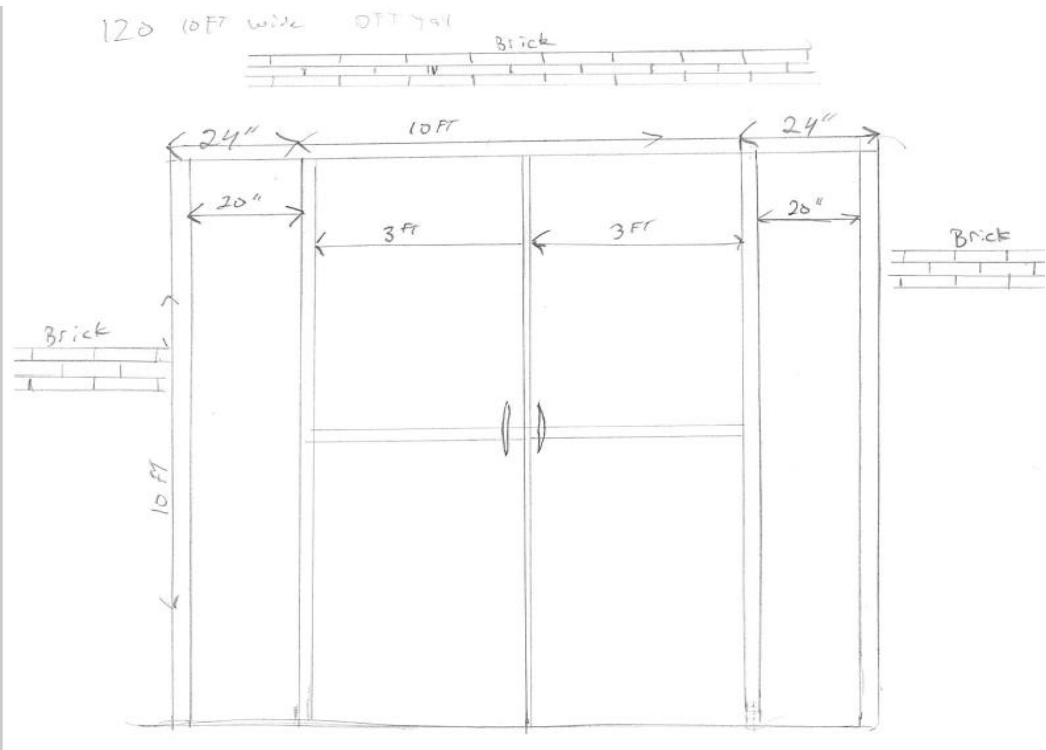
Photo's:



Current entry



Example of VR3 metal and glass door.



Staff recommendation:

1. Staff recommends approval of new steel framing with steel and glass doors and side lights, preserving current opening size.

**City of Opelika
Historic Preservation Commission
Staff Report**



Agenda Item #: 2
Meeting Date: 01/13/2022
Action Requested: COA: Repair Wall and Mortar Wash
Location of Property: 223 S. 9th St; Downtown Historic District
Petitioner: Barrett-Simpson, Inc.

Resources:

WJHO Building: C. 1900; two-story brick load bearing wall construction; original 2nd floor façade. Stucco over brick at pedestrian level.

Proposal: The petitioner requests a COA for the following:

1. Repair crumbling southern rock wall by grouting all crevices and applying a mortar wash.

Proposed Guidelines:

MASONRY - #15.

Original masonry including brick, stone, terra cotta, and stucco walls and details should be preserved and maintained.

CLEANING: Cleaning of masonry should be done by the gentlest means possible. Never sandblast a masonry building. Do a test patch prior to undertaking any cleaning method. Do not paint unpainted masonry. Once painted, it is often better to repaint rather than remove paint. Carefully investigate the condition of masonry before removing stucco. (See Preservation Brief #1, 6, 7)

REPAIRING: Waterproofing sealants should not be used on masonry, unless they are vapor permeable. Repairs should match the historic masonry in size, shape, texture, and color. Repointing of existing masonry should incorporate the same mortar mix, tooling, and color as the historic masonry pointing. (See Preservation Brief #2)

Photo's:





Staff recommendation:

1. *Staff recommends approval of wall repairs and mortar wash in order to secure and preserve wall.*

City of Opelika
Historic Preservation Commission
Staff Report



Agenda Item #: 3
Meeting Date: 01/13/2022
Action Requested: COA: Install Metal Handicap Ramp and Extend Sidewalk
Location of Property: 410 N. 6th St; Northside Historic District
Petitioner: Carlton Nell

Resources:

Circa 1925. One-story, wood frame bungalow with front gable roof of asphalt shingles, interior and exterior brick chimneys, exposed rafters under eaves, façade obscured by screened porch. Contributing Resource.

Proposal: The petitioner requests a COA for the following:

1. Install metal handicap ramp at left side of home with side entrance and extend sidewalk for accessibility.

Proposed Guidelines:

A. THE ENVIRONMENT:

1. The environment consists of all exterior features in the designated historic districts which are visible to the public and includes structures, outbuildings, landscaping, streets, appurtenances, trees, mass and spacing between structures, scale, mass, color and materials of buildings that give a neighborhood its distinguishing character and contributes to its historic district designation.
2. Significant landscape features such as public parks and gardens, street lighting, signs, street benches, sidewalks, streets, alleys and building setbacks that have traditionally been maintained in the historic district and that contribute to its historic character should be retained. Existing streets should not be widened. paving material should not be changed to a different texture and color. Inappropriate new streets or parking lots incompatible with the neighborhood should not be constructed. (updated 08/12/14)
3. New plant materials, fencing, walkways, housing and other outdoor lights, signs, benches, etc. should be compatible with the character of the neighborhood in size, scale, material and color.
4. Plant material should be maintained so as not to become a hazard to the public, public property or shall not be allowed to cause deterioration to structures.
5. Existing street trees should not be removed without a plan for replacement. (updated 08/12/14)

The following items DO NOT require a COA:

- Back yard Tree house, swing sets and trampolines
- Benches and other outdoor furniture and accessories
- Sculpture and another outdoor artwork
- Pools and patios
- Tree pruning, clearing of overgrown bushes, vines, saplings, etc.
- Tree removal (less than 4" diameter at breast height or diseased).
- Planting new trees, shrubs, ground cover, etc.
- Landscape edging
- Flower, vegetable and rock gardens
- Flowerpots, planters, window boxes, birdbaths, bird houses, etc.
- Adding gravel to existing driveways
- Patching deteriorated concrete or asphalt pavement, walks, steps, etc.

The following commonly requested projects require a COA:

- Changes to stone walls and other historic site features
- New or expanded parking areas/lots
- New and expanded driveways and walkways
- Staff approval for change of materials (i.e. gravel to concrete)

10. Appurtenances:

- a. Appurtenances related to a building (fences, walls, outdoor lighting, steps, paving, sidewalks and signs) should be visually compatible with the environment to which they are related.

Photo's:





Staff recommendation:

1. Staff recommends approval of temporary metal handicap ramp. Staff recommends ramp is blocked from view with shrubs or other plantings. Staff recommends poured sidewalk to allow for accessibility.

City of Opelika
Historic Preservation Commission
Staff Report



Agenda Item #: 4
Meeting Date: 01/13/2022
Action Requested: COA: New Construction; ADU
Location of Property: 307 N. 6th St; Northside Historic District
Petitioner: Woody McTier

Resources:

Circa 1919. One story, brick Tudor Revival with cross gables roof of asphalt shingles, exterior brick chimney, off centered arched wood and glass door, flanking 6/6 double hung sash windows. Contributing resource.

Proposal: The petitioner requests a COA for the following:

1. New construction accessory dwelling unit (mother-in-law suit) Hardy board siding, brick foundation, asphalt shingles, wood front door, wood composite windows (6/6). Front elevation will be raised. House will face 4th Ave.

Guidelines:

G. NEW CONSTRUCTION:

1. Definition: The construction of any free-standing structure on any lot or addition to an existing structure.
2. General Principles:
 - a. These guidelines shall apply only to the exteriors of buildings and to areas of lots visible from public right-of-way.
 - b. The public facades, front and street-related elevations, of proposals for new buildings shall be more carefully reviewed than other facades.
 - c. New buildings should be compatible with other architectural styles in the historic district but are not required to imitate the past architectural styles of the historic district. They should reflect the era of their own construction.
 - d. Since construction in a historic district has usually taken place continuously from the nineteenth century to the present, a variety of building types and styles result which demonstrate the changes in building tastes and technology over the years. The special architectural character of the majority of the buildings in the historic district is responsible for this designation and new buildings should complement and be compatible with the prevailing architectural styles of other buildings in the historic district.
 - e. Reconstruction may be appropriate when it reproduces facades of a building which no longer exists and which was located in the historic district if; the building would have contributed to the historical and architectural character of the area, and if it will be compatible in terms of style, height, scale, massing, and materials with the buildings immediately surrounding the lot

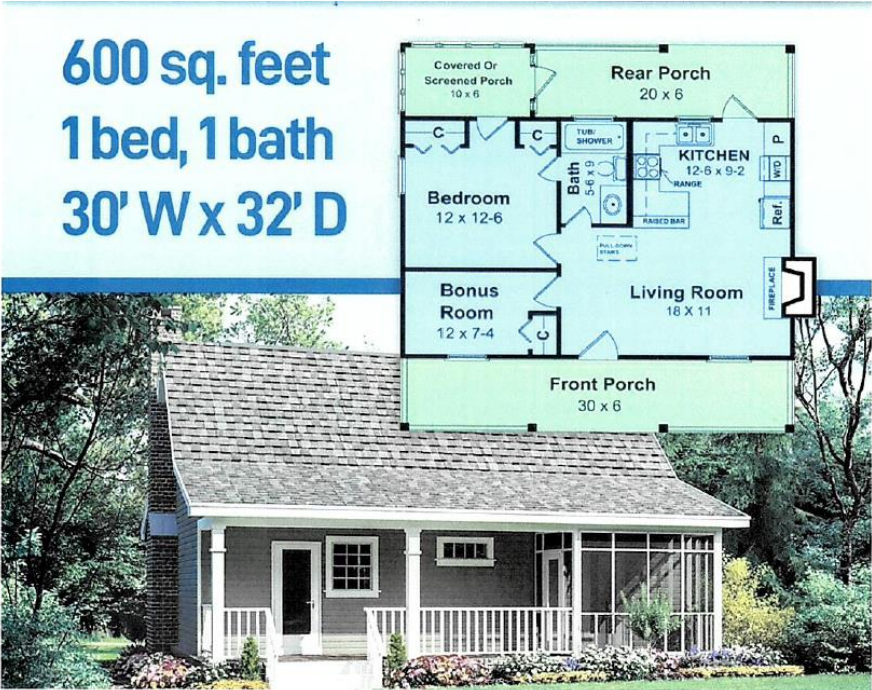
on which the reproduction will be built, and if it is accurately based on pictorial documentation.

- f. New buildings should related to an established pattern and rhythm of existing contributing buildings, both on the same and opposite sides of a street, the dominance of that pattern and rhythm must be respected and not disrupted.
- g. New construction should be consistent with existing contributing buildings along a street in terms of height, scale, setback, and rhythm; relationship of materials, texture, details and color; roof shape; orientation and proportion and rhythm of openings.
 - 1. Height: New buildings should be compatible in height with the height of adjacent buildings. This shall not mean that new construction must be the same height as adjacent structures, but that new construction should be of similar heights as adjacent structures. New construction may not be over one story higher than adjacent structures or more than one story lower than adjacent structures.
 - 2. Scale: The size of a new building; its mass in relation to open spaces; its windows, doors, openings and porches should be visually compatible with the surround buildings.
 - 3. The relationship and use of materials, texture, details and material color of a new building's public facades shall be visually compatible with and similar to those of adjacent buildings or shall not contrast conspicuously.
 - 4. The roofs of new buildings shall be visually compatible, by not contrasting greatly with the roof shape and orientation of surrounding buildings.
 - 5. The setback from front and side yard property lines established by adjacent buildings must be maintained. When a definite rhythm along a street is established by uniform lot and building width, infill new buildings should maintain the rhythm.
 - 6. Orientation: The site orientation of new buildings shall be consistent with that of adjacent buildings and shall be visually compatible. Directional expression shall be compatible with surrounding buildings, whether that expression is vertical, horizontal or non-directional.
 - 7. The relationship of width to height of windows and doors, and the rhythm of solids to voids in new buildings shall be visually compatible with the surrounding buildings.
- 3. Additions to Existing Buildings:
 - a. Additions to existing buildings should be kept to a minimum and should be compatible in scale, materials, and texture. Additions should not be visually jarring or contrasting
 - b. Additions should not be made to the public facades of existing buildings. Additions should be located to the rear or sides of existing buildings in ways which do not disturb the main public facades.
 - c. The creation of an addition through enclosure of a front façade porch is inappropriate and should be avoided.

Photo's:
Front view



Rear view : Square footage to be extended to ~742sf

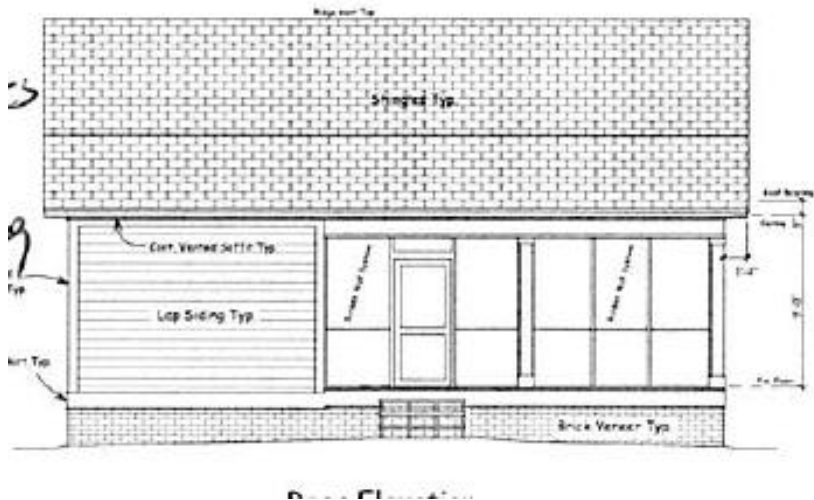


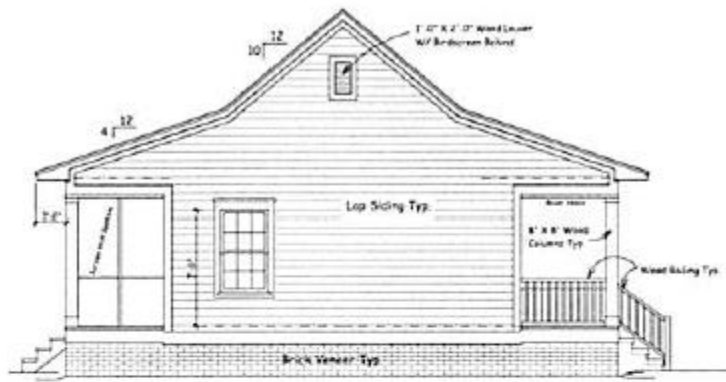
Rendering of proposed house

Front Elevation

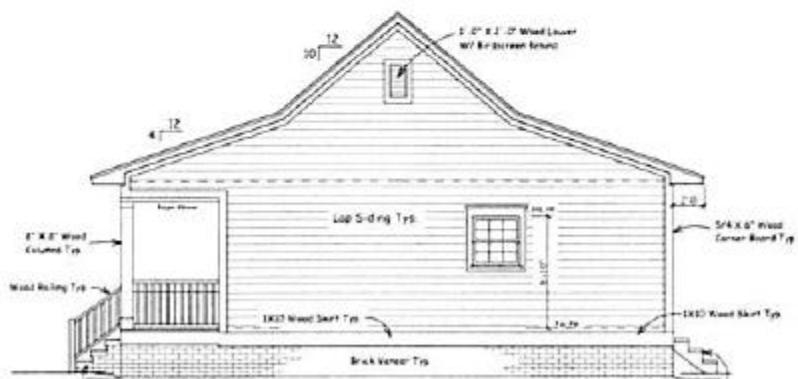


Rear Elevation





Right Side Elevation
12'6" x 12'0"



Left Side Elevation
12'6" x 12'0"

Proposed site plan





Staff recommendation:

1. *Staff recommends approval of proposed design for ADU construction.*
2. *Applicant to return with specs of selected front door, windows, and exterior light fixtures for Staff approval prior to beginning construction.*

City of Opelika
Historic Preservation Commission
Staff Report



Agenda Item #: 5
Meeting Date: 01/13/2022
Action Requested: COA: Parking lot
Location of Property: 708 Ave D; Geneva Historic District
Petitioner: Deke Hilyer

Resources:

Vacant lot located behind Insure South on Ave D.

Proposal: The petitioner requests a COA for the following:

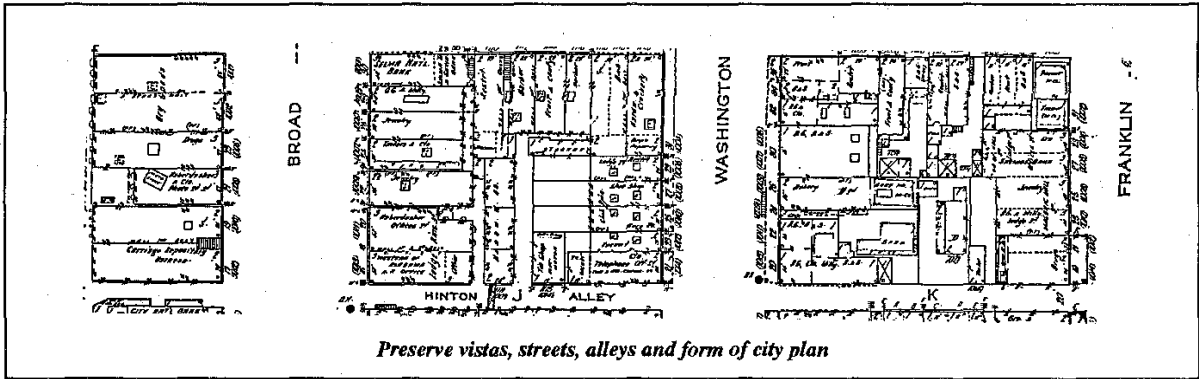
1. Parking lot located in the rear of crushed brick containing approximately fifteen (15) spaces. Three trees will be removed.

History: A COA was issued on 11/14/19. However, this COA has expired. Applicant wishes to have it renewed. No changes have been made to plan or layout.

Guidelines:

A. THE ENVIRONMENT:

1. The environment consists of all exterior features in the designated historic districts which are visible to the public and includes structures, outbuildings, landscaping, streets, appurtenances, trees, mass and spacing between structures, scale, mass, color and materials of buildings that give a neighborhood its distinguishing character and contributes to its historic district designation.
2. Significant landscape features such as public parks and gardens, street lighting, signs, street benches, sidewalks, streets, alleys and building setbacks that have traditionally been maintained in the historic district and that contribute to its historic character should be retained. Existing streets should not be widened. paving material should not be changed to a different texture and color. Inappropriate new streets or parking lots incompatible with the neighborhood should not be constructed. *(updated 08/12/14)*
3. New plant materials, fencing, walkways, housing and other outdoor lights, signs, benches, etc. should be compatible with the character of the neighborhood in size, scale, material and color.
4. Plant material should be maintained so as not to become a hazard to the public, public property or shall not be allowed to cause deterioration to structures.
5. Existing street trees should not be removed without a plan for replacement. *(updated 08/12/14)*

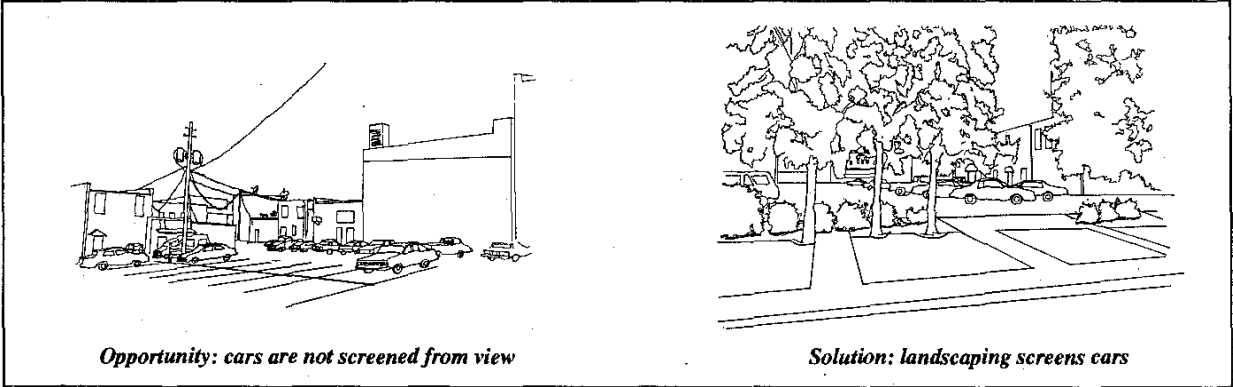


PARKING - #20. (from Downtown Guidelines for commercial property)

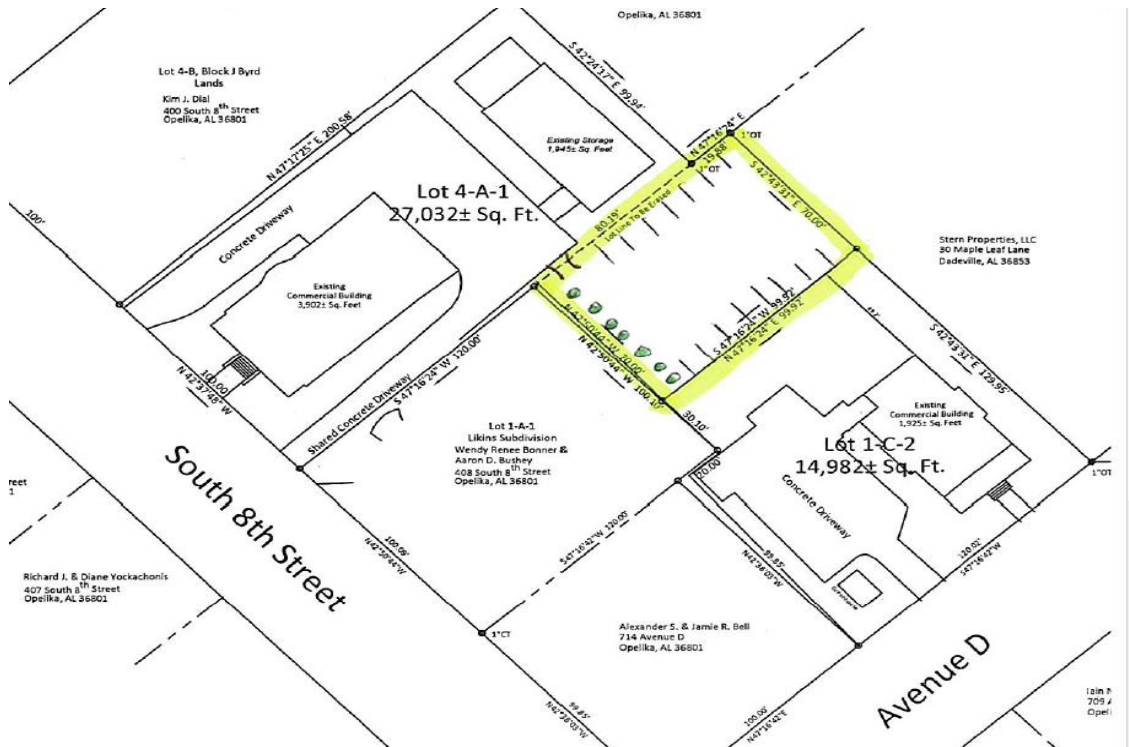
Parking lots should be screened from public view.

LOCATION: Off—street parking should be located behind, or to the side of, commercial structures, not in front of the building. If a parking lot fronts the street, it should maintain that blocks’ established setback through the alignment of landscape elements with the facades of buildings.

DESIGN: Parking lots should be screened from public view either by a wall or by landscaping that is only high enough to screen cars. Parking lots with a large capacity should consider landscaped islands with trees to divide the lot into small areas so that the visual impact of a large paved area is reduced. The front of a multistory parking deck should be compatible with building facades in the block and have street level retail or office space.



Photo's:





Behind Harris & Bushey property



Behind Hilyer property



**Parking area has been graded and trees
Removed as previously approved**

Staff recommendation:

1. *Staff recommends approval of parking area, located in C-2 zone contingent on subdivision approval by Planning.*
2. *Staff recommends some buffering between residential property and commercial properties meeting or exceeding the buffering requirements of the Zoning Ordinance.*
3. *Staff recommends COA renewal.*

City of Opelika
Historic Preservation Commission
Staff Report



Agenda Item #: 6
Meeting Date: 01/13/2022
Action Requested: COA: Parking lot
Location of Property: 704 Ave D; Geneva Historic District
Petitioner: Deke Hilyer

Resources:

McCall House. Circa 1915. One story, frame, pyramidal roof with front offset porch, brick columns, triple window. Contributing structure.

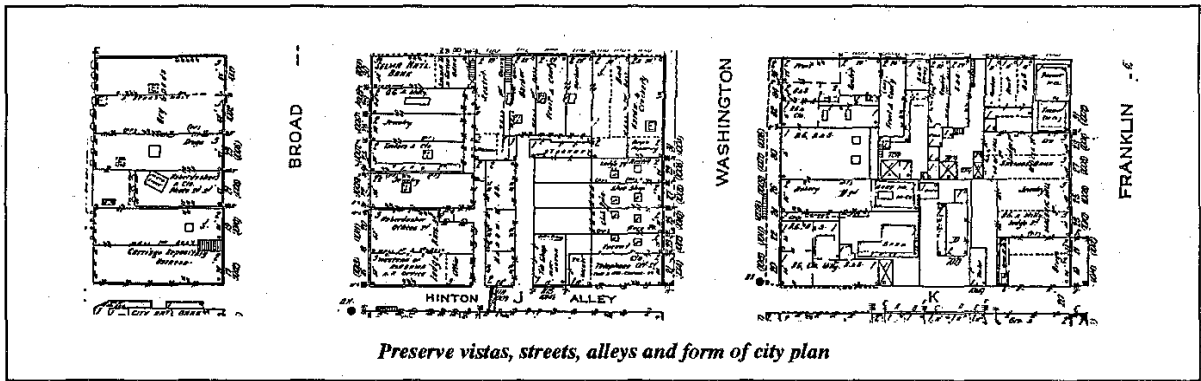
Proposal: The petitioner requests a COA for the following:

1. Parking lot located in the rear of crushed brick containing approximately thirteen (13) spaces.

Guidelines:

A. THE ENVIRONMENT:

1. The environment consists of all exterior features in the designated historic districts which are visible to the public and includes structures, outbuildings, landscaping, streets, appurtenances, trees, mass and spacing between structures, scale, mass, color and materials of buildings that give a neighborhood its distinguishing character and contributes to its historic district designation.
2. Significant landscape features such as public parks and gardens, street lighting, signs, street benches, sidewalks, streets, alleys and building setbacks that have traditionally been maintained in the historic district and that contribute to its historic character should be retained. Existing streets should not be widened. paving material should not be changed to a different texture and color. Inappropriate new streets or parking lots incompatible with the neighborhood should not be constructed. (updated 08/12/14)
3. New plant materials, fencing, walkways, housing and other outdoor lights, signs, benches, etc. should be compatible with the character of the neighborhood in size, scale, material and color.
4. Plant material should be maintained so as not to become a hazard to the public, public property or shall not be allowed to cause deterioration to structures.
5. Existing street trees should not be removed without a plan for replacement. (updated 08/12/14)

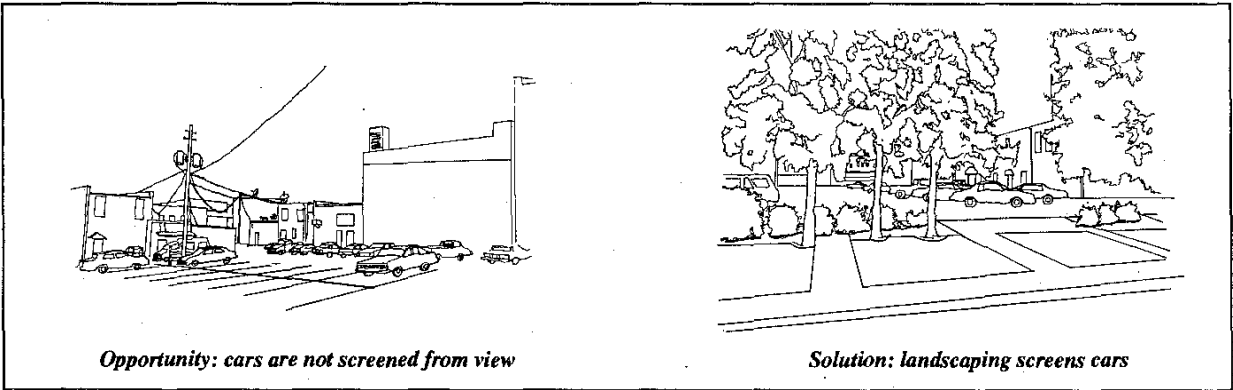


PARKING - #20. (from Downtown Guidelines for commercial property)

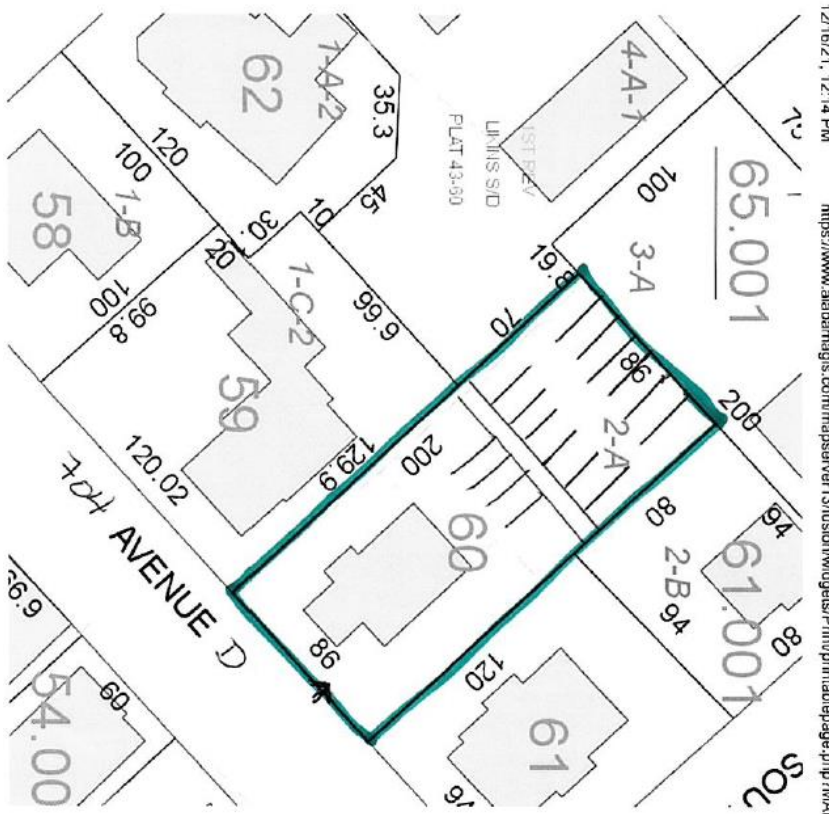
Parking lots should be screened from public view.

LOCATION: Off—street parking should be located behind, or to the side of, commercial structures, not in front of the building. If a parking lot fronts the street, it should maintain that blocks’ established setback through the alignment of landscape elements with the facades of buildings.

DESIGN: Parking lots should be screened from public view either by a wall or by landscaping that is only high enough to screen cars. Parking lots with a large capacity should consider landscaped islands with trees to divide the lot into small areas so that the visual impact of a large paved area is reduced. The front of a multistory parking deck should be compatible with building facades in the block and have street level retail or office space.



Photo's:







Existing drive will be used



Staff recommendation:

1. *Staff recommends approval of parking area, located in C-2 zone contingent on use and zoning approval by Planning Department.*
2. *Staff recommends some buffering between properties and a landscape plan which meets or exceeds the requirements of the Zoning Ordinance.*

City of Opelika
Historic Preservation Commission
Staff Report



Agenda Item #: 7
Meeting Date: 01/13/2022
Action Requested: COA: Install Wood Privacy Fence
Location of Property: 1104 3rd Ave; Northside Historic District
Petitioner: John & Rebecca Rice

Resources:

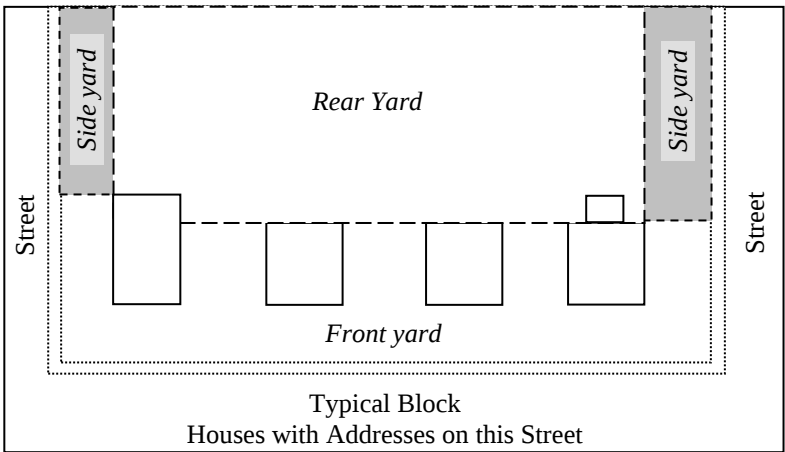
New construction home in the Northside Historic District nearing completion.

Proposal: The petitioner requests a COA for the following:

- 1. Install 6ft cedar privacy fence along sides and rear of yard with 5’ gate at front and 12’ gate at rear.

Proposed Guidelines:

- b. Fences:
The size, scale, and transparent quality of the fence shall be considered in the design to minimize the impact on the historic fabric on the neighborhood. The orientation and location of the fence shall also be considered, with the structural members located on the interior of the fence (pretty side out) and the location and size such that it does not block views of the buildings from the street.



Front, side and rear yard area will be determined on a case by case basis from a site plan showing the footprint of house and proposed fence, due to the variety of lot and building shapes. Generally speaking, the front yard is the portion of lot between the street and the rear edge of the building; the side yard is the portion of lot behind the house, between the sidewalk and the rear corner of the building, on corner lots; and the rear yard is the portion of lot behind house. Staff approval may be granted for fences that clearly fall within the guideline specifications; particularly those pertaining to staff permissible-materials and fence heights.

- i. front yard fences should not be taller than 4 feet. A height of up to 6 feet is permitted only if set back at least 1/3 the structure's length or 1/3 the adjacent structure's length, whichever is furthest from the street. Measurement should be taken from the structures' respective facades.
 - ii. side yard fences should not be taller than 6 feet
 - iii. rear yard fences should not be taller than 8 feet
- Requests for new fences must have a site plan, with proposed fence heights clearly marked.

- Repairs to existing walls and fences and other historic site features
- Wood dog ear and wood open gothic fences that clearly fall within the setback and height requirements (staff approval)

- Changes to stone walls and other historic site features
- All new fences and walls

[illegible]

Staff recommendation:

1. Staff recommends approval of cedar privacy fence meeting all required guidelines.



Submit one (1) copy with all the required attachments electronically by December 1, 2021 to Paige Thomas at Paige.Thomas@ahc.alabama.gov.
NOTE: The previous fiscal year was October 1, 2020 to September 30, 2021.

CLG Information		
Municipality: City of Opelika		
Street Address: 700 Fox Trail Opelika, AL 36801		
County: Lee	Zip: 36801	
CLG Contact Name: Lisa Thrift		
CLG Contact Phone: (334) 705-5155		
CLG Contact Email: lthrift@opelika-al.gov		
Legislative Districts of Site Location https://www.sos.alabama.gov/alabama-votes/elected-official-map		
AL Senate: 27	AL House of Representatives: 79	U.S. Congressional: 3rd
FY 2021 Questions		
Have any amendments been made to the CLG's preservation ordinance?	☐ Yes If yes, submit a copy of the revised ordinance and attach a document briefly explaining why the ordinance was changed.	☒ No
Has the HPC adopted any review policies related to interpretation of the preservation ordinance?	☐ Yes If yes, please attach a document listing the topic of the policy, i.e. aluminum siding, etc.	☒ No
Did the HPC receive an official opinion for the state Attorney General office or state Ethics Commission during FY21?	☐ Yes If yes, please attach copy of opinion.	☒ No
Have the rules of procedure for the HPC changed?	☐ Yes If yes, attach a copy of the revised rules of procedure.	☒ No
Have the bylaws of the HPC changed?	☐ Yes If yes, attach a copy of the revised bylaws.	☒ No
Is the CLG contact responsible for the operations of the HPC?	☒ Yes	☐ No
If not, who is the paid city employee with these responsibilities?		
Specify the percentage of time the CLG contact spends on HPC issues. 45%		
What is the regular schedule for HPC meetings? List below any regularly scheduled and/or unscheduled meeting dates held during FY 2021. The HPC meets the second Thursday of each month. January 14, 2021 February 11, 2021 March 11, 2021 April 8, 2021 May 13, 2021 June 10, 2021 Canceled July 8, 2021 August 12, 2021 September 9, 2021 October 14, 2021 Canceled		
The HPC is required to be represented at one annual training meeting provided or approved by the AHC. Training opportunities include meetings and webinars promoting historic preservation methods and values during fiscal year 2021. Include any on-site training provided by AHC staff or other preservation professional/ organization. Include any local programs and/or webinars approved by CLG Coordinator as training. Provide names of HPC or architectural review board members who attended one or		

more of the workshops. Provide name and sponsoring organization of webinars used for commission training. To document on-site training for the commission provided by AHC staff or other preservation professional, please provide date of training and name(s) of personnel.

If Covid-19 affected the HPC's ability to attend trainings, please let us know.

Response:

CAMP training was provided through a CLG Grant with the City of Auburn and held in Auburn on September 7-8, 2021. Attendance included two staff members and all commission members either in person or via Zoom.

Was public notice provided for all regular and special meetings of the HPC?

☒ Yes

☐ No

Where are the minutes of each meeting kept on file? **Yes**

Please attach copies of minutes for each HPC meeting and public hearing if you have not sent in copies during the year.

Is information on local historic districts and/or National Register districts on the city website?

☒ Yes

☐ No

How many individual properties and/or districts did the HPC recommend to the local governing body to be designated as historic properties with required review of future work on properties for compliance with local design guidelines?

None during FY2021

Attach the city council ordinance designating the individual property(ies) and/or district(s) and a map with local historic district or landmark boundaries.

How many of these did the local governing body designate as historic properties through local ordinance?

Were applicants for local designation provided written notification of the local governing body's decision?

☐ Yes

☐ No

Where is this document filed?

How many properties are listed individually in the National Register?

756

How many districts are listed in the National Register?

4

How many individual properties are regulated through local ordinance?

564

How many districts are regulated under local ordinance?

3

Has the HPC or Architectural Review Board adopted general design standards?

☒ Yes

If the standards were developed or revised within this fiscal year, submit a copy with this annual report.

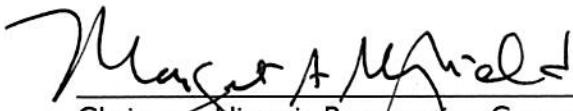
☐ No

How many applications for Certificate of Appropriateness (COA) were submitted to the Commission or Board during the past year? **29**

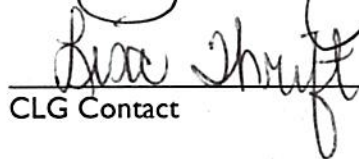
How many applications for Certificate of Appropriateness (COA) were denied by the Commission or Board during the past year? **0**

How many denied applications were appealed? N/A		
How many applications were withdrawn? N/A		
State the number of applications for each of the following requests: additions, new construction, demolition. Additions: 1 New Construction: 1 Demolition: 0		
Does the CLG keep a record of all applications for COA and requests for approval of routine maintenance?	☐ Yes	☒ No
Has an expedited procedure for approval of routine maintenance to historically designated properties been adopted by the CLG?	☐ Yes If yes, attach a copy if not previously submitted.	☒ No
How many expedited COAs were issued? 0	Please state the amount of funds spent on projects reviewed by Commission or Board: \$1,162,223.00	
Describe below any historic preservation education programs conducted by the CLG during the past year. N/a		
Did the CLG develop any comprehensive preservation planning documents such as the formulation of architectural or preservation guidelines or preservation management plans?	☐ Yes If yes, attach a copy.	☒ No
Provide the following attachments: ☒ A copy of the annual report submitted by the HPC to the local governing body. ☒ An up-to-date list of HPC members, indicating which members are officers and, if applicable, Architectural Review Board members. ☒ Resumes of any new HPC or architectural review board members appointed between during the FY 2021 year. NA ☒ A copy of minutes for any regularly scheduled or unscheduled HPC meetings and public hearings if not submitted during the FY 2021 year. ☒ Any amended, revised, or new ordinances; guidelines; by-laws; review policies; preservation plans; and/or procedures. NA		

SIGNATURES:


 Chairman, Historic Preservation Commission

12/14/2021
 Date


 CLG Contact

12/14/2021
 Date

**BY-LAWS OF THE HISTORIC PRESERVATION COMMISSION
OF
OPELIKA, ALABAMA
2001**

ARTICLE 1 – Objective

The objective and purpose of the Historic Preservation Commission of the City of Opelika, Alabama, are those set forth in Title II, Section 11-68-1, through Section 11-68-15 of the Code of Alabama amendments and supplements thereto and those powers and duties delegated to the Historic Preservation Commission by the City Council.

ARTICLE II – Officers

Section 1 – The Commission shall consist of seven members. The officers of the Historic Preservation Commission shall consist of a Chairperson, Vice-Chairperson, and a Secretary.

Section 2 – The Chairperson shall preside at all meetings and hearings of the Historic Preservation Commission and shall have the duties normally conferred by parliamentary usage of such offices. The Chairperson may succeed himself/herself.

Section 3 – The Chairperson shall have the privilege of discussing all matters before the Commission and to vote thereon.

Section 4 – The Vice-Chairperson shall act for the Chairperson in his/her absence.

Section 5 – The Secretary or Recording Secretary (to be appointed by the Secretary typically from the Planning Department Staff) shall keep the minutes and records of the Commission, prepare the agenda of regular and special meetings, provide notice of meetings to Commission members, arrange proper and legal notice of hearings, attend to correspondence of the Commission and such other duties as are normally carried out by a Secretary.

ARTICLE III – Election of Officers

Section 1 – The officers shall be elected each year for a one-year term by the Commission, at their first regular meeting in ~~September~~ October of each year or at an adjourned meeting of their first regular meeting in September.

Section 2 – A candidate receiving a majority vote of the entire membership of the Historic Preservation Commission shall be declared elected and shall serve for one year or until his successor shall take office.

Section 3 – Vacancies in offices shall be filled immediately by regular election procedure.

ARTICLE IV – Meetings

Section 1 – Regular meetings will be held on the second Thursday of each month at ~~4:00~~ 4:30p.m. unless otherwise stipulated.

Section 2 – Four members shall constitute a quorum for the transaction of business and the taking of official action. Whenever a quorum is not present at a regular or special meeting, no action taken at such meeting shall be final unless and until ratified and confirmed at a subsequent meeting at which a quorum is present. If, during the course of the meeting, attendance is less than four members, no official action can be taken.

Section 3 – In the absence of any provision that rules to the contrary, the rules of procedure provided by Roberts Rules of Order shall prevail.

Section 4 – Members may be removed by the City Council for inefficiency, neglect of duty, continued failure to attend meetings (failing to attend three [3] consecutive meetings without receiving prior approval from the Historic Preservation Commission indicating just cause) or malfeasance in office.

ARTICLE V – Agenda

Section 1 – Applicants desiring to place any item of business on the agenda for consideration by the Historic Preservation Commission shall submit all required supporting data to the office of the City Planner no later than the ~~15~~ 22 working days prior to the meeting in which the matter is to be considered by the Commission.

Section 2 – The City Planner shall distribute copies of all relevant agenda items and supporting data submitted for consideration by the Historic Preservation Commission to all appropriate agencies for review and comment.

Section 3 – One week prior to the scheduled meeting, the Secretary or Recording Secretary shall: prepare an agenda of items to be brought before the Historic Preservation Commission; ~~mail~~ provide a complete digital or hardcopy of the agenda, minutes and an evaluation of each item including comments from any relevant agencies, technical advisors or individuals, ~~and, cause to be published in a newspaper of general circulation a short form agenda of items to be considered at the subsequent meeting.~~ Note: Public Hearings shall follow the procedures as specified in the Historic Preservation Commission enabling legislation.

Section 4 – No petition for any item of business shall be considered or voted on by the Commission unless such application or petition appears on the agenda and all complete information is submitted.

Section 5 – Emergency called meetings can be established at the discretion of the Chairperson and Vice-Chairperson.

ARTICLE VI – Committees

Section 1 – The Historic Preservation Commission may establish such committees as it deems advisable and assign each committee specific duties or functions.

Section 2 – The Chairperson shall designate the members of each committee and shall name the Chairperson of each committee. The Chairperson shall fill vacancies on committees as they are created.

ARTICLE VII – Hearings

Section 1 – In addition to those required by law, the Commission, at its discretion, may hold public hearings when it decides that such hearings will be in the public interest.

Section 2 – Notice of such hearings shall be published in a newspaper of general circulation. In the case of hearings, signs will be placed on the property, giving notice of the hearings in addition to the notice in the newspaper.

Section 3 – The City Planner or designee and the petitioner shall present the agenda item before the Commission.

Section 4 – A member of the Commission shall disqualify himself/herself from voting on any application or petitioner to which he or she has any knowledge of the following conditions: (a) the member, spouse of the member, or any immediate family of the member holds pecuniary interest, either as agent or owner, in the property in question; (b) the member, spouse of the member, or any immediate family of the member, is

employed or is the employer, retained, or acting as agent for any party directly involved in the petition or application at any time during the six months preceding the date on which the petition or application is brought before the Commission, whether or not that party is present; (c) the member, spouse of the member, or immediate family of the member has performed any professional service in connection with the property involved in the application or petition at any time during the six months preceding the date the matter is brought before the Commission.

Section 5 – It shall be the duty of any party involved in a matter before the Commission to inform the Chairperson if said party has knowledge of any reason why any member of the Commission should disqualify himself from voting on the matter before the Commission.

Section 6 – In the event that a member fails to disqualify himself from voting on any application or petition when such disqualification is required by Section 4 of this article, the Chairperson shall have the power to disqualify the member from voting on the application or petition in question. If a vote of the matter has been taken prior to such disqualification, the Chairperson shall declare the vote of the disqualified member to be null and void and the disposition of the appeal or application shall be as if the disqualified member has not voted.

Section 7 – In the event such disqualification results in the lack of a quorum, no action shall be taken on the matter.

Section 8 – Willful violation of the terms of Section 4 of this article shall be grounds for removal from office.

ARTICLE VIII – Responsibilities of Commission Members

Each Commission member and anyone serving the Commission in a technical/professional staff capacity is required to meet the minimum State requirements as specified for members of a Certified Local Government in terms of being represented at the annual Alabama CLG workshop or other SHPA-approved educational session each year.

ARTICLE IX – Amendments

These by-laws may be amended by two-thirds vote of the entire membership of the Historic Preservation Commission.

Downtown

CANOPIES AND COLOR

In the 1970s a continuous wood shingled canopy was attached to Opelika's downtown buildings. This inappropriate canopy, which visually bisected the buildings and altered the character of downtown and was recently removed. Color is an inexpensive practical way to breathe new life into downtown buildings. Do not paint a brick building which is unpainted because it turns a low maintenance material into a high maintenance one. Although design review boards generally do not dictate color, the use of color can have a dramatic positive or negative impact on the district. Therefore, a few guidelines have been included. Merchants can receive color specifics through the Alabama Main Street office at the Alabama Historical Commission

MASONRY - #15.

Original masonry including brick, stone, terra cotta, and stucco walls and details should be preserved and maintained.

- a. **CLEANING:** Cleaning of masonry should be done by the gentlest means possible. Never sandblast a masonry building. Do a test patch prior to undertaking any cleaning method. ~~Do not paint unpainted masonry.~~ Once painted, it is often better to repaint rather than remove paint. Carefully investigate the condition of masonry before removing stucco. (See Preservation Brief #1, 6, 7) ~~Do not paint unpainted masonry.~~ In almost all cases, unpainted masonry should not be painted. The painting of unpainted brick should only be considered under the following circumstances:
 1. The masonry is not historic, nor is likely to become contributing in the future.
 2. The brick is soft brick or porous historic brick that was intended to be sealed. Most known brick in Opelika's historic districts have more modern bricks.
 3. A majority of the existing structure's masonry is already painted.
 4. Masonry at ground level or below needs to be water-proofed to exclude ground water.
 5. The structure has been extensively damaged by fire, natural disaster, or pre-existing alterations that the masonry no longer conveys the buildings historic character. This should not include major additions or changes that show the historic evolution of a building.
- b. When permissible, masonry should only be painted with breathable paint, such as limewash or mineral-based pigments.

Northside/Geneva

E. EXISTING BUILDINGS:

1. Masonry:

- a. Original masonry and mortar should be retained whenever possible.
- b. Surface treatment of masonry, such as applying waterproof or water repellant coatings or surface consolidation treatment should be avoided unless required to solve a specific problem that has been studied, evaluated and identified. These coatings can accelerate deterioration of the masonry.
- c. Repointing of Mortar Joints:
 - 1. Repoint only mortar joints that show evidence of moisture problems or where sufficient mortar is missing to allow water to stand in the mortar joint.
 - 2. When removing deteriorated mortar in preparation for repointing, extreme care should be used, and mortar joints should not be enlarged by the process. The mortar should be removed approximately one inch from the face of the brick
 - 3. Mortar used for repointing should match composition, color and texture of original mortar with modern mortar of high portland cement content as this can cause accelerated deterioration of the masonry due to differing coefficients of expansion and the differing porosity of the material and the mortar.
 - 4. Repointing work shall duplicate old mortar in joint size, method of application and joint profile. Repointing work shall take into account the weathering of the masonry material and care should be used to test, adjust standard mortar colors and allow the test mortar to dry sufficiently prior to selecting a match to the existing mortar. Repointed mortar joints shall not be wider or larger than the original mortar joints and the new mortar shall be quickly cleaned off the face of the existing brick without using acid cleaning solution.
- d. Existing stucco should be repaired, when necessary, with a stucco mixture that duplicates the original as closely as possible in appearance and texture.
- e. Masonry should be cleaned only when necessary to halt deterioration or to remove graffiti and stains. Clean masonry with the gentlest method possible, such as low-pressure water and soft natural bristle brushes.
- f. Sandblasting, including dry and wet grit and other abrasives, of brick and stone surfaces is not recommended. This process erodes the surface of the material and accelerates deterioration.

- g. Do not use chemical cleaning products that would have an adverse chemical reaction with the masonry materials, such as acid on limestone or marble.
- h. Where repairing or replacing original material is necessary, utilize new material that duplicates the old material as closely as possible. Do not install or use new material which is inappropriate or was unavailable when the building was constructed. Artificial brick siding, artificial synthetic stone or brick veneer are modern materials which detract from the historic nature of the buildings. Cast stone made from actual stone dust that duplicates the original color and texture of the original stone is appropriate and cast concrete is not appropriate to replace stone.
- i. Missing significant architectural features, such as cornices, brackets, railings and trim that can be documented should be replaced with similar material to the original.
- j. Significant architectural features such as cornices, brackets, railings, trim, window architraves, doorway pediments, etc, shall be maintained and preserved and stabilized.
- k. The original or early color, texture or paint on masonry surfaces, including early signage, should be retained and stabilized wherever possible. Brick or stone surfaces may have been painted, whitewashed or stuccoed for practical and aesthetic reasons and this should be investigated and documented before a decision is made. The indiscriminate removing of paint from masonry surfaces may subject the building to damage and change its appearance.

The following items DO NOT require a COA:

- Re-pointing masonry and stone surfaces
- Installation/removal of metal chimney caps
- Repair of stucco

The following commonly requested projects require a COA:

- Tuck pointing masonry and stone surfaces
- Chimney removal
- Rebuilding original foundation
- Removal of original chimney caps

8. Exterior Finishes:

- c. It is recommended that investigation be made into the historic paint colors and finishes of the structure and that repainting with these colors be considered to illustrate the distinctive character of the property. ~~Do not paint unpainted masonry.~~ In almost all cases, unpainted masonry should not be painted. ~~Once painted, it is often better to repaint rather than remove~~

~~paint.~~ (rev 07/13/2006) The painting of unpainted brick should only be considered under the following circumstances:

1. The masonry is not historic, nor is likely to become contributing in the future.
 2. The brick is soft brick or porous historic brick that was intended to be sealed. Most known brick in Opelika's historic districts have more modern bricks.
 3. A majority of the existing structure's masonry is already painted.
 4. Masonry at ground level or below needs to be water-proofed to exclude ground water.
 5. The structure has been extensively damaged by fire, natural disaster, or pre-existing alterations that the masonry no longer conveys the buildings historic character. This should not include major additions or changes that show the historic evolution of a building.
- d. Once painted, it is often better to repaint rather than remove paint. Removing paint and finishes down to the bare surface is not recommended. Strong paint strippers whether chemical or mechanical can permanently damage the surface and stripping also obliterates evidence of the historical paint finishes. Never sandblast a masonry building.
- e. Buildings should be repainted with colors that were identified on the building or that are documented colors from the period of the construction of the structure or from the period of the last major addition or alteration to the structure. When permissible, masonry should only be painted with breathable paint, such as limewash or mineral-based pigments.
- f. A Certificate of Appropriateness is not required for painting structures if paragraphs a., b. and c. above are followed. The Opelika Historic Preservation Commission will recommend appropriate paint colors if requested.

The following commonly requested projects DO NOT require a COA:

- Re-painting painted surfaces.

The following commonly requested projects require a COA:

- Painting of unpainted surfaces.