

A meeting of the Historic District Review Board was held on **November 19, 2014 at 2:00 p.m.** in the City Hall Planning Conference Room, 1911 Boundary Street. In attendance were Chairman Joel Newman, board members Quinn Peitz, Erica Dickerson, Chuck Symes and city staff Lauren Kelly. Barbara Laurie was absent.

In accordance with the South Carolina Code of Laws, 1976, Section 30-4-80(d) as amended, all local media were duly notified of the time, date, place, and agenda of this meeting.

### **CALL TO ORDER**

Mr. Newman called the meeting to order at 2:05 p.m.

### **REVIEW OF FULL BOARD PROJECTS**

#### **1305 Bay Street, Identified as District R120, Tax Map 3, Parcel 227,**

Alterations and Additions

Applicant: Manuel Studio, LLC (HR14-45)

The applicant is proposing to extend the existing east-facing shed dormer to accommodate a kitchen and closet on the second level of the carriage house.

This structure is in the listed on the 1997 Beaufort County Above Ground Historic Sites Survey as "Contributing to the listed district." The carriage house in question is c. 1960 and is not a part of that listing.

Ms. Kelly said staff recommends final approval to this request but would welcome a discussion about the possibility of adding a couple of smaller windows above the sink and in the walk-in closet.

Ms. Manuel said that she had discussed this with her client and he is in agreement with adding the windows.

**Mr. Peitz made a motion, seconded by Ms. Dickerson to approve the project as submitted. The motion passed unanimously.**

Mr. Peitz asked about adding something to the agenda; calendar consent like council's. For example, when there is no opposition, the project would be disposed of at the beginning of the meeting. Ms. Kelly confirmed this is a consent agenda. Mr. Peitz said yes and it's very common. The audience or a board member can pull off anything of the consent calendar. Chairman Newman referred to the former Preservation Planner, Donna Alley, who always said certain rules about things being published, such as the agenda because it gives people the right of notification. Mr. Newman said he has no objection. Mr. Peitz said, "can't we find out if there a legal problem? Doesn't city council have one"? Ms. Kelly said no we don't, but the county does. The only reservation she has is that it adds another level to the agenda. For instance, our one project today took 2 minutes. The County has a meeting before their meeting about the

items on the consent agenda and it gives people an opportunity to talk about it. Then at their council meeting they vote on the consent agenda. Mr. Peitz said it gives people at the tail end of the agenda, a quicker response versus sitting through all of the agenda items. The consent calendar is published with the rest of the agenda. For example if Maxine wanted to pull a project, chair would say no we have two consent items, is anyone in agreement or want to discuss it. Joel asked how does it get published, at the meeting or a week before the meeting. Mr. Peitz is not sure how it would be accomplished. Ms. Kelly the consent calendar is for boards that have more than one meeting. The county council has to approve things 3 times. For HRB, the applicants only come per stage. Ms. Kelly said she can try to organize the projects on the agenda in order of complexity which would accomplish the same thing. The only way she would be reluctant do this is if someone is really lagging in getting their application in on time because typically, the agenda is organized in the order they are received. All board members agreed to try this.

### **MINUTES**

**Mr. Symes made a motion, second by Mr. Peitz to approve the minutes of the October 8, 2014 special meeting as submitted. The motion passed unanimously.**

There being no further business to come before the Board, Ms. Dickerson made a motion, seconded by Mr. Peitz to adjourn the meeting. Chairman Newman adjourned the meeting at 2:12 p.m.