

RUSSELLVILLE HISTORIC DISTRICT COMMISSION

MINUTES

**Council Chamber City Hall – Thursday January 28, 2021
6:00PM**

Commissioners Present:

Betsy McGuire - Chair

Greg Barborek

Beverly Hooten

Suzanne Alford-Hodges

Steve Newby

Leo Cantu

Judy Galloway – Secretary

Polly Hardin

Commissioners Absent:

Nathan George

City Council Liaison Present:

Phyllis Carruth

Staff Present:

Victoria Marchant - Historic Preservation Officer and Planner 1

Advisors Present:

Sara Jondahl - City Planner, Danielle Housenick - MSR Director

Advisors Absent:

Trey Smith - City Attorney, T. Kirt Sloan - Fire Chief, Richard Setian - Deputy Building Official, Catherine Barrier - AHPP CLG Director

Call to Order, Roll Call & Welcome:

Ms. McGuire called the January 28, 2021 meeting of the Russellville Historic District Commission to order at 6:00PM. The roll was called and a quorum was established.

Approval of Minutes:

Ms. McGuire welcomed attendees and the new commissioner, Leo Cantu. She asked if everyone had read the minutes of the November 18, 2020. Ms. Hooten made the motion to accept the minutes as written and Mr. Barborek made the second. The motion passed by a unanimous voice vote.

Staff Report:

Ms. Marchant reported that the application for the 9th commission member, Leo Cantu, had been sent to the Mayor for approval and he has not acted on it yet.

Agenda:

The first item on the agenda was a COA for Sole to Soul at 208 and 212 W. Main Street (Peoples Exchange Band and Gardner Hardware) by Rachel Hogue for awnings for each building. Ms. Marchant reported that the awnings were in compliance with Section 10.4 (A), (C), (E), (G), (I), (J) and (K) of the design guidelines and recommended approval of the COA. Mr. Barborek made the motion to approve the COA and Ms. Hardin made the second. The awnings were approved by a voice vote.

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The second COA for review was a sign permit for window signage and a hanging 2X3 sign mounted on the façade of 108 N. Commerce Avenue (the R.M. Drummond Building) by Emily Young. Ms. Marchant reported that the signs were in compliance with Section 10.27 (A), (C) and (G) of the design guidelines and she recommended approval of the COA with the condition that a sign permit was obtained from the City Permitting Department. Mr. Newby made the motion to approve the COA and Ms. Alford made the second. The COA was approved by a voice vote.

The third COA for approval was for renovation of 112-114 N. Commerce Avenue (builder unknown) by Kent McCoy for Luke Duffield and Andy McNeill (HTW Architect, Engineer and Planner). The proposed work includes exposing and restoration of the original transom windows that have original glass, removing wood panels covering the supporting steel columns (new 2012 and added for support) with matching brick and a 24" x 32" sign attached 17' over the central support column. The bike shop owner, Johnny Brazil, asked if the size of the sign could be increased to 3'x4' since it is hanging so high above the sidewalk. Lighting was indicated on the COA but was not addressed. Repointing the façade will, as indicated on the plan, will not be necessary since the building was reconstructed in 2012. The back (east) side of the building is being repointed and missing bricks replaced with matching brick from a small building on the adjacent property. The front transom and rear windows are going to be repaired and reglazed. Display windows and doors on the front of the building will not be changed from the aluminum storefront. The rear doors will be single light doors unlike those shown on the architects plan. The owners are planning to submit the rehab to the National Park Service for tax credits but have not yet sent in Part II for review. Part I is complete because the building is a contributing structure in a National Register Historic District.

Historic Preservation Officer Marchant recommended approval of the COA since the plans comply with Section 10.6 Brick Masonry (A), (H) and (I) of the design guidelines, Section 10.14 Entries, Section 10.3 Storefronts (A), (B), (E) and (G), Section 10.33 (A) and (G), Section 10.34 Windows and Doors (A) and (B) and Section 10.27 (G) (2). At this point, Johnny Brazil, asked if his sign could be a larger size (3"x4") since it is hanging so high above the sidewalk. After some discussion and according to the design guidelines Section 10.27 (A), the sign is not hanging directly over the sidewalk and may be larger, it will be sized in proportion to the building and is not so large as to detract from the architectural integrity of the structure, Section (A), (B), and (C). Mr. Newby made the motion to approve both COAs for 112-114 W. Commerce Avenue. Ms. Hardin made the second. The COAs were approved by a voice vote. Conditions include a sign permit from the City of Russellville and any changes to those approved will have to be brought back to the Historic District Commission as indicated on the COA form.

The fourth COA was for 110 N. Commerce Avenue for exterior changes to the façade that were made without a COA or a building permit. This section is a part of the same building as 112-114 N. Commerce Avenue. The work was completed by the owner, Jimmy Streett, who did not apply for a COA. There were several meetings before the Historic District Commission meeting. The recommendation of the CLG Director, Catherine Barrier, was sent to HPO Marchant. This recommendation was not brought up in the meeting. Mr. Streett has asked for the COA to be tabled until he can consult with the exterior design consultant with Main Street Arkansas, Hannah Radcliff. Motion was made by Mr. Barborek to table and the second was made by Mr. Newby. The motion was approved by a voice vote.

The last COA was also for 110 N. Commerce Avenue for a 4'X2' hanging sign and metal letters (no size given) of the business name attached to the brick below the transom windows submitted by Emily Young. The pole for the hanging sign is too low and the bottom of the sign would hang in front of the transom windows. The building owner was at the meeting and said that he would be glad to raise the pole where the sign will hang above the transom. Mr. Barborek made the motion to approve both signs and Ms. Hooten made the second. Motion was approved by a voice vote.

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After raising the sign was approved, there was discussion that Ms. Young's sign could be larger since it is not hanging directly over the sidewalk and will be much higher on the building. Ms. Galloway made the motion to rescind the first motion. Ms. Alford made the second and the motion was approved. Mr. Barborek made the motion to give Ms. Young the choice of a 2'X3" or a 3'X4' sign. Ms. Hooten made the second. The motion was approved by a voice vote.

Unfinished Business:

The status of the City contract with Terracon for an architectural resources survey of the Old Town Neighborhood was given by Ms. Jondahl. The archival research was not completed as agreed to in the original contract because Terracon employees were under a "no travel" directive due to Covid-19. The commission was given the revised project milestone schedule that had been approved by Arkansas Historic Preservation Program.

Ms. Jondahl pointed out that the last historic resources survey of the Russellville Downtown Historic District was done in 2006. Another survey will need to be completed and it will be necessary to apply for another CLG Grant in order for this to be accomplished.

Ms. McGuire reported on the status with Latimore Tourist. Friends of the Latimore House have been established, bylaws approved, 501(c)3 status applied for and officers elected. The meeting is held the second Tuesday of each month at 12 noon.

New Business:

Adjournment:

Mr. Barborek made the motion to adjourn at 7.16PM and Mr. Newby made the second. The motion was approved by a voice vote.

Betsy McGuire - Chair

Date