

**MINUTES
TOWN OF FORT MILL
HISTORIC REVIEW BOARD MEETING
March 27, 2014
112 Confederate Street
4:00 PM**

Present: Acting Chair Chip Heemsoth, Carolyn Blair, Melissa White, Dan Dodd, Louis Roman, Planning Director Joe Cronin

Absent: None

Guests: Candace Windell (Clebourne House)

Acting Chairman Heemsoth called the meeting to order at 4:02 pm.

Planning Director welcomed Dan Dodd and Louis Roman, both of whom were recently appointed to the board by council and were attending their first meeting. Mr. Dodd and Mr. Roman introduced themselves to other members of the board.

Ms. White made a motion to approve the minutes from the June 13, 2013, and September 24, 2013, meetings as presented, with a second by Ms. Blair. The minutes were approved by a vote of 5-0.

NEW BUSINESS

1. **Request for Certificate of Appropriateness: 138 Clebourne Street:** Planning Director Cronin provided a brief overview of the request, the purpose of which was to construct a 6' vinyl privacy fence along the westernmost property line to screen the Clebourne House event facility from a neighboring residence. The board determined that the proposed fence was consistent with an existing fence at the rear of the property. Planning Director Cronin also stated that the proposed location of the fence was the boundary line of the Historic Overlay District. Ms. Blair made a motion to approve the request for a Certificate of Appropriateness, with a second by Mr. White. The motion was approved by a vote of 5-0.

ITEMS FOR INFORMATION / DISCUSSION

1. **Historic District Guidelines & Boundary:** Mr. Roman requested that the board consider developing a preservation manual and historic district guidelines to provide greater clarity for individuals and businesses interested in redevelopment or rehabilitation work in the historic district. A discussion also took place to consider looking at the boundaries of the historic district for possible modifications.
2. **Staff Update Regarding Committee Reorganization:** Planning Director Cronin stated that council was in the process of reorganizing the Historic Review Board, Board of Zoning Appeals and Planning Commission. As part of the reorganization, the HRB would be

increasing from 5 to 7 members. Mr. Heemsoth, Ms. Blair and Ms. White had applied for reappointment and were currently being reviewed along with other applicants by an ad hoc Appointments Committee. It is expected that appointments will be finalized in April. At a subsequent meeting, the HRB will elect a new chair and vice chair for the remainder of 2014. The HRB will also be asked to set a standard meeting date and time for future meetings.

Ms. Blair left the meeting at 4:40 pm.

There being no further business, the meeting was adjourned at 4:42 pm.

Respectfully submitted,

Joe Cronin
Planning Director