

**City of Suffolk
HISTORIC LANDMARKS COMMISSION**



November 18, 2021

**THE REGULAR MEETING
OF THE
HISTORIC LANDMARKS COMMISSION
WILL BE HELD AT 9:00 A.M. IN
CITY COUNCIL CHAMBERS
CITY HALL BUILDING**

**Note: If You Cannot Attend This Meeting,
Please Notify the Planning Division
by 12:00 Noon,
Wednesday, November 17, 2021
(757) 514-4060**

**PREPARED BY THE CITY OF SUFFOLK
DEPARTMENT OF PLANNING & COMMUNITY DEVELOPMENT**

DIVISION OF PLANNING

AGENDA
Historic Landmarks Commission Meeting
Thursday, November 18, 2021
9:00 a.m.

- I. Call to Order
- II. Roll Call
- III. Approval of the Minutes
- IV. New Business
 - 1. New Central Library Presentation
 - 2. Festival Park Presentation
- V. Staff Reports
 - 1. Enforcement Updates
 - a. Property Maintenance
 - b. Zoning
 - 2. Administrative Approvals
- VI. Adjournment



MINUTES
HISTORIC LANDMARKS COMMISSION
September 9, 2021
9:00 A.M.

The regular meeting of the Historic Landmarks Commission was held on Thursday, September 9, 2021, at 9:00 a.m., in the Council Chambers of Suffolk City Hall, 442 W. Washington Street, Suffolk, Virginia, with the following persons present:

MEMBERS PRESENT:

George Bailey
William Bissell
Susan Coley
Mary Austin Darden
Merritt Draper
Oliver Hobbs
Edward King
Larry Riddick
Vivian Turner

STAFF:

Alexis Baker, Principal Planner
Susan Dillard, Property Maintenance Official
Jennifer Cobb, Zoning Administrator
Melvion Knight, Assistant Zoning Administrator
Marion Riddick, Planning Technician
Sean Dolan, City Attorney

The meeting was called to order by Chairman Hobbs. The roll was called by Marion Riddick, and the Chairman was informed that a quorum was present.

APPROVAL OF THE MINUTES: The minutes of the previous meeting were approved as presented.

NEW BUSINESS:

The public hearing item was introduced by Chairman Hobbs, followed by a staff report from Alexis Baker, Principal Planner. The subject property is located at 127 Clay Street. This property is part of the East Washington Street District Expansion (2002) of the Suffolk Historic Conservation Overlay District. It is located in the Central Business District zoning district. The majority of the buildings in this area were constructed in the late 19th and early 20th centuries and represents Queen Anne Victorian and Colonial Revival architectural.

Request for Certificate of Appropriateness HLC 2021-00027, submitted by Weimin Zhang, Wzhang Holdings LLC, applicant and property owner, for exterior alterations at property located at 127 Clay Street. The property is further identified as Zoning Map 34G18, Block A, Parcel 354, Suffolk Voting Borough zoned CBD, Central Business District zoning district, and HLC, Historic Conservation Overlay District.

For this certificate of appropriateness request, the applicant is requesting to remove two chimneys and to replace the standing seam metal roof with architectural shingles. According to the National Register of Historic Places, the subject property, constructed circa 1895, is a contributing structure to the East Washington Street Expansion for the original Suffolk Historic District.

As mentioned, the applicant would like to remove two chimneys and replace the standing seam metal roof with architectural shingles in natural shadow hickory. The applicant provided a contractor statement for the roof and the chimneys that speak to the need for removal. The roof is buckling with storm water infiltration, and the chimneys need to be removed down to the roofline due to instability.

Staff reviewed the Historic District Design Guidelines. The design guidelines recommend that when replacing a roof, the original materials should be matched as closely as possible as the roof is a key defining element of the style of the house. For example, standing seam metal roofs should not be replaced with asphalt shingles. The Secretary of Interior's Standards for Rehabilitation also states that when replacement is necessary, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Staff also considered the age of the home and the Queen Anne Victorian style. While the roof look, material, and style is character defining, the chimneys do not appear to be unique to the style of the house and are not ornate.

Therefore, staff recommends denial to replace the existing standing seam metal roof with architectural shingles. However, staff recommends approval to remove the two chimneys and to patch the area with appropriate materials.

The public hearing was open, and the owner spoke in favor of the application. No one spoke in opposition of the application.

The public hearing was closed to the public.

A motion was made by Commissioner Bailey to support the homeowner and approve the asphalt architectural roof and to remove the two chimneys. The motion was seconded by Commissioner Darden and approved by a vote of 9-0.

STAFF REPORTS:

Enforcement Update:

Susan Dillard, Property Maintenance Official, reported on the following properties:

- 342 N. Main Street – Will be placed on December's court docket if not repaired
- 179 E. Washington Street – September 2, 2021 court, no repairs
- 239 W. Washington Street – October 7, 2021 court, new windows ordered
- 162 S. Main Street – September 2, 2021 court case to be dismissed, property in compliance
- 251-253 W. Washington Street – Repairs and maintenance complete, the property is in compliance
- 388 E. Washington Street – October 7, 2021 court
- 205 Grace Street (6 units) – Repairs in progress.
- 223 Bank Street – (NOV) Notice of violation issued
- 219 Clay Street – September 2, 2021 court, no repairs
- 181 N. Main Street (27 units) – Owner asked for extension to repair

- 118 Pinner Street – The structure has been condemned, owner to demolish

Zoning Update:

Melvion Knight, Assistant Zoning Administrator, reported on the following properties:

- 302 Bank Street - Working without a Certificate of Appropriateness or zoning permit (COA)
- 351 N. Main Street - Operating use without a Conditional Use Permit (CUP)
- 201 E. Washington Street - Operating use without a Conditional Use Permit (CUP)
- 128 Brewer Avenue - Working without a Certificate of Appropriateness (COA)
- 129 Brewer Avenue - Working without a Certificate of Appropriateness (COA)
- 156 W. Washington Street - Working without a Certificate of Appropriateness (COA)

Administrative Approvals:

There was one administrative approval since the last meeting on August 12, 2021

HLC2021-00030 – 351 N. Main Street – paint exterior trim and add wall sign - approved on 8/18/21.

There being no further business, the meeting was adjourned.

HISTORIC LANDMARKS COMMISSION



September 9, 2021

Motion:
To support the homeowner and approve the asphalt architectural roof and to remove the two chimneys.

1st: Bailey
2nd: Darden

Vote: 9-0

COMMISSIONERS	ATTENDANCE		HLC2021-00027			
	PRESENT	ABSENT	YES	NO		
Bailey, George	X		X			
Bissell, William N.	X		X			
Coley, Susan	X		X			
Darden, Mary Austin, <i>Vice Chairman</i>	X		X			
Draper, Merritt	X		X			
Hobbs, Oliver, <i>Chairman</i>	X		X			
King, Edward L.	X		X			
Riddick, Larry	X		X			
Turner, Vivian	X		X			

HLC PROPERTY MAINTENCE CODE ENFORCEMENT UPDATE

NOVEMBER 2021

ADDRESS	CODE VIOLATION(S)	STATUS
342 N MAIN ST	PROPERTY MAINTENANCE <ul style="list-style-type: none"> • PEELING PAINT • DETERIORATED ROOF • DETERIORATED PORCH • DETERIORATED EXT WALLS 	COURT 01/6/2022 - <u>7TH COURT HEARING</u> <u>FINED \$400.00 JUNE 3, 2021</u>
179 E WASHINGTON ST	PROPERTY MAINTENANCE <ul style="list-style-type: none"> • DETERIORATED EXT WALLS • DETERIORATED WINDOWS AND DOORS 	COURT CONTINUANCE: 02/3/2022
239 W WASHINGTON ST	HURRICAN ISAIAS DAMAGE <ul style="list-style-type: none"> • WINDOWS DAMAGE 	COURT CONTINUANCE: 12/2/2021
130 OAKDATE TERR	PROPERTY MAINTENANCE <ul style="list-style-type: none"> • MOLD/MILDEW STAINS (DISCOLORATION) 	NOV ISSUED
251-253 W WASHINGTON ST	PROPERTY MAINTENANCE <ul style="list-style-type: none"> • FLAKING/PEELING PAINT • EXTERIOR WALL DAMAGE 	PROPERTY IN COMPLIANCE COURT CASE DISMISSED 11/4/2021
388 E WASHINGTON ST	PROPERTY MAINTENANCE <ul style="list-style-type: none"> • DAMAGE TO EXT WALL 	COURT CONTINUANCE 12/2/2021
205 GRACE ST (6 UNITS)	PROPERTY MAINTENANCE <ul style="list-style-type: none"> • MISSING EXHAUST FANS • MISSING SMOKE DETECTORS 	REPAIRS IN PROGRESS
223 BANK ST	PROPERTY MAINTENANCE <ul style="list-style-type: none"> • WINDOWS DAMAGE • ROOF DAMAGE • DETERIORATED EXTERIOR WALL • INTERIOR SURFACE DAMAGE • DETERIORATED PORCH 	SUMMONS ISSUED 11/4/2021 NO SERVICE STRUCTURE WILL BE SECURED
219 CLAY ST	PROPERTY MAINTENANCE <ul style="list-style-type: none"> • ROOF DAMAGE • EXTERIOR WALL DAMAGE • BROKEN WINDOWS • INTERIOR DAMAGE 	COURT CONTINUANCE 12/2/2021
181 N MAIN ST (27 UNITS)	PROPERTY MAINTENANCE <ul style="list-style-type: none"> • MISSING SMOKE DETECTORS • INTERIOR DOOR DAMAGE • BROKEN WINDOWS 	VACANT STRUCTURE – OWNER ASKED FOR EXTENSION TO REPAIR

118 PINNER ST	PROPERTY MAINTENANCE <ul style="list-style-type: none">• ROOF DAMAGE• EXTERIOR WALL DAMAGE• BROKEN WINDOWS• INTERIOR FLOOR COLLASPE• INTERIOR CEILING COLLASPE	PROPERTY SOLD – NEW OWNER TO DEMOLISH
140 W WASHINGTON	PROPERTY MAINTENANCE <ul style="list-style-type: none">• SIDEWALK IN DISREPAIR	NOV ISSUED
162 S MAIN ST	PROPERTY MAINTENANCE <ul style="list-style-type: none">• DETERIORATED EXT WALLS• DETERIORATED WINDOWS AND DOORS	COURT 12/2/2021

Zoning
Case Activity Report
November 2021

PROPERTY OWNER(S)	LOCATION	VIOLATION(S)	JUDGEMENT	INSPECTOR
JANICE L SIGNORE TR	128 BREWER AVE	WORKING WITHOUT AN APPROVED COA	NOV SENT 8/31/2020	MELVION KNIGHT
ST. JOSEPHS RESERVE,LLC	129 BREWER AVE	WORKING WITHOUT AN APPROVED COA	NOV SENT 8/31/2020	MELVION KNIGHT
MARCUS R POLLARD	156 W WASHINGTON ST	WORKING WITHOUT AN APPROVED COA	NOV SENT 3/30/2021	KEVIN ALEXANDER
LAKEISHA BRADLEY	302 BANK ST	WORKING WITHOUT AN ZONING PERMIT / COA	NOV SENT 8/11/2021	KEVIN ALEXANDER
NICHOLAS MOYER	351 N MAIN ST -	OPERATING A TIRE REPAIR SHOP WITHOUT A CONDITIONAL USE PERMIT (CUP)	NOV SENT 8/25/2021	KEVIN ALEXANDER
EWS PROPERTIES III LLC	201 E WASHINGTON ST	LIVE ENTERTAINMENT WITHOUT A CONDITIONAL USE PERMIT (CUP)	NOV HAND DELIVERED 8-19-2021	KEVIN ALEXANDER

ADMINISTRATIVE APPROVALS

November 18, 2021

FILE NUMBER	ADDRESS	CONDITIONS	APPROVAL DATE
HLC2021-00032	118 St. James Street	Replace 3-tab shingles with architectural; install new porch railing; paint and scrape as needed	9/27/2021
HLC2021-00033	251 N. Main Street	Replace privacy fence; repair damaged chimney	11/5/2021

