



Savannah Historic District Board of Review

Arthur A. Mendonsa Hearing Room
October 10, 2018 1:00 P. M.
Meeting Minutes

OCTOBER 10, 2018 SAVANNAH HISTORIC DISTRICT BOARD OF REVIEW REGULAR MEETING

A Pre-Meeting will be held at 12:00 PM in the Jerry Surrency Conference Room, 112 East State Street. Items on the Agenda will be presented by Staff, as time permits, and the Board may ask questions. No testimony will be received and no votes will be taken.

Members Present:

- Becky Lynch, Chair
- Dwayne Stephens, Vice-Chair
- Debra Caldwell
- Scott Cook
- Jennifer Deacon
- Kevin Dodge
- Kellie Fletcher
- Mic Matson
- Melissa Memory
- Nan Taylor

MPC Staff Present:

- Ellen Harris, Director of Urban Planning and Historic Preservation
- Leah Michalak, Senior Historic Preservation Planner
- Alyson Smith, Historic Preservation Planner
- Mary E. Mitchell, Administrative Assistant
- Sabrina Finau, Administrative Assistant

I. CALL TO ORDER AND WELCOME

[1. Call to Order and Welcome](#)

II. SIGN POSTING

III. CONSENT AGENDA

[2. Petition of Greenline Architects | 18-005085-COA | 630 West Bay Street | Revisions to New Construction](#)

- [☞ 18-005085-COA Staff Recommendation.pdf](#)
- [☞ Submittal Packet Drawings-Amendments_2018-09-12.pdf](#)
- [☞ Submittal Packet Renderings-Amendments_2018-09-12.pdf](#)
- [☞ Submittal Packet Renderings-Previously Approved.pdf](#)
- [☞ Submittal Packet- Drawings-Previously Approved.pdf](#)

Motion

The Savannah Historic District Board of Review does hereby approve the amendments to Part II: Design Details to the hotel at 630 West Bay Street with the following conditions to be submitted to staff for review and approval:

- 1.All conditions from the previous approvals are met;
- 2.Additional emphasis/attention to the south façade entrance be incorporated;
- 3.Select a thicker, traditional depth stone.

Because the project is otherwise visually compatible and meets the standards.

Vote Results (Approved)

Motion: Dwayne Stephens

Second: Nan Taylor

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Scott Cook	- Aye
Dwayne Stephens	- Aye
Mic Matson	- Aye
Melissa Memory	- Aye
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[3. Petition of Loan Tran | 18-005089-COA | 30 Barnard Street | Signs](#)

[📎 Submittal Packet.pdf](#)

[📎 Staff Recommendation.pdf](#)

Motion

The Savannah Historic District Board of Review does hereby approve the petition for signage at 30 Barnard Street with the following conditions:

- 1.Revise the location of the supplemental identification signs and provide dimensioned elevations to illustrate they will not exceed the sign area permitted.
- 2.Ensure sign anchors are only mounted into mortar.
- 3.Ensure an encroachment license is obtained from the City of Savannah.

Because otherwise the work is visually compatible and meets the sign and design standards.

Vote Results (Approved)

Motion: Dwayne Stephens

Second: Nan Taylor

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Scott Cook	- Aye
Dwayne Stephens	- Aye
Mic Matson	- Aye
Melissa Memory	- Aye
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[4. Petition of Loan Tran | 18-005090-COA | 37 Whitaker Street | Signs](#)

[📎 Staff Recommendation.pdf](#)

[📎 Submittal Packet.pdf](#)

Motion

The Savannah Historic District Board of Review does hereby approve the petition for signage at 37 Whitaker Street with the following conditions:

1. Provide information regarding the material of the stud mounted supplementary cutout sign and individual letters.
2. Ensure an encroachment license is obtained from the City of Savannah.

Because otherwise the work is visually compatible and meets the sign and design standards.

Vote Results (Approved)

Motion: Dwayne Stephens

Second: Nan Taylor

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Scott Cook	- Aye
Dwayne Stephens	- Aye

Mic Matson	- Aye
Melissa Memory	- Aye
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[5. Petition of Loan Tran | 18-005091-COA | 110 West Congress Street | Signs](#)

[☞ Staff Recommendation.pdf](#)

[☞ Submittal Packet.pdf](#)

Motion

The Savannah Historic District Board of Review does hereby approve the petition for signage at 110 West Congress Street with the following conditions:

1. Provide information regarding the material of the stud mounted supplementary cutout sign and individual letters.
2. Provide the sign area of the word, "Butterfly" at St. Julian Street and ensure it does not exceed 3 square feet.
3. Provide the sign area of the stud mounted supplemental ID sign at West Congress Street and ensure the sign area does not exceed 5 square feet.
4. Ensure an encroachment license is obtained from the City of Savannah.

Because otherwise the work is visually compatible and meets the sign and design standards.

Vote Results (Approved)

Motion: Dwayne Stephens

Second: Nan Taylor

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Scott Cook	- Aye
Dwayne Stephens	- Aye
Mic Matson	- Aye
Melissa Memory	- Aye
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[6. Petition of Verizon Wireless | 18-005106-COA | Various Locations | Telecommunications Facilities](#)

[18-005106-COA Staff Recommendation.pdf](#)

[Submittal Packet.pdf](#)

Motion

The Savannah Historic District Board of Review does hereby approve the petition to install concealed wireless cellular communications equipment in ten (10) locations with the condition that, if possible, existing poles in the vicinity be removed and replaced rather than just new poles installed for SV40 and SV43 because the proposed work is otherwise visually compatible and meets the standards.

Vote Results (Approved)

Motion: Dwayne Stephens

Second: Nan Taylor

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Scott Cook	- Aye
Dwayne Stephens	- Aye
Mic Matson	- Aye
Melissa Memory	- Aye
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

IV. ADOPTION OF THE AGENDA

[7. Adopt the October 10, 2018 Agenda](#)

Motion

The Savannah Historic District Board of Review does hereby adopt the October 10, 2018 Agenda

Vote Results (Approved)

Motion: Kellie Fletcher

Second: Melissa Memory

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Scott Cook	- Aye
Dwayne Stephens	- Aye
Mic Matson	- Aye

Melissa Memory	- Aye
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

V. APPROVAL OF MINUTES

[8. Approval of September 12, 2018 Briefing Minutes and September 12, 2018 Regular Meeting Minutes](#)

[☞ September 12, 2018 HBR Briefing Minutes.docx](#)

[☞ 09-12-2018 Miinutes.pdf](#)

Motion

Approval of September 12, 2018 Briefing Minutes and September 12, 2018 Regular Meeting Minutes.

Vote Results (Approved)

Motion: Dwayne Stephens

Second: Kevin Dodge

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Scott Cook	- Aye
Dwayne Stephens	- Aye
Mic Matson	- Aye
Melissa Memory	- Aye
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

VI. ITEM(S) REQUESTED TO BE REMOVED FROM THE FINAL AGENDA

VII. CONTINUED AGENDA

[9. Petition of Gunn Meyerhoff Shay | 15-001384-COA | 600 East Bay Street | New Hotel Construction: Part II, Design Details](#)

Motion

Savannah Historic District Board of Review does hereby approve to continue the petition as requested.

Vote Results (Approved)

Motion: Nan Taylor

Second: Dwayne Stephens	
Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Scott Cook	- Aye
Dwayne Stephens	- Aye
Mic Matson	- Aye
Melissa Memory	- Aye
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[10. Petition of Gunn Meyerhoff Shay | 16-006851-COA | 620 East River Street \(Hilton Hotel\) | New Construction](#)
[Part II: Design Details](#)

Motion	
Savannah Historic District Board of Review does hereby approve to continue the petition as requested.	
Vote Results (Approved)	
Motion: Nan Taylor	
Second: Melissa Memory	
Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Scott Cook	- Aye
Dwayne Stephens	- Aye
Mic Matson	- Aye
Melissa Memory	- Aye
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[11. Petition of Gunn, Meyerhoff, Shay | 17-002122-COA | 620 East River Street \(Hotel Anne\) | New Construction](#)
[Part 1: Height and Mass](#)

Motion	
Savannah Historic District Board of Review does hereby approve to continue the petition as requested.	
Vote Results (Approved)	
Motion: Nan Taylor	

Second: Dwayne Stephens	
Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Scott Cook	- Aye
Dwayne Stephens	- Aye
Mic Matson	- Aye
Melissa Memory	- Aye
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[12. Petition of Greenline Architecture | 17-002904-COA | 63 Martin Luther King Jr. Blvd. | New Construction Part I: Height and Mass](#)

Motion	
Savannah Historic District Board of Review does hereby approve to continue the petition as requested.	
Vote Results (Approved)	
Motion: Nan Taylor	
Second: Dwayne Stephens	
Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Scott Cook	- Aye
Dwayne Stephens	- Aye
Mic Matson	- Aye
Melissa Memory	- Aye
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[13. Petition of Gunn Meyerhoff Shay Architects | 17-003634-COA | 300 and 326 West Bay Street | New Construction Hotel: Part I, Height and Mass](#)

Motion	
The Savannah Historic District Board of Review does hereby approve to continue the petition as requested	

Vote Results (Approved)

Motion: Nan Taylor

Second: Dwayne Stephens

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Scott Cook	- Aye
Dwayne Stephens	- Aye
Mic Matson	- Aye
Melissa Memory	- Aye
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[14. Petition of General Services Administration | 17-006639-COA | 124 Barnard Street | New Construction Part 2: Design Details](#)

Motion

The Savannah Historic District Board of Review does hereby approve to continue the petition as requested.

Vote Results (Approved)

Motion: Nan Taylor

Second: Dwayne Stephens

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Scott Cook	- Aye
Dwayne Stephens	- Aye
Mic Matson	- Aye
Melissa Memory	- Aye
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[15. Petition of Charleston Sign LLC | 18-001896-COA | 512 West Oglethorpe Avenue | Signs](#)

Motion

The Savannah Historic District Board of Review does hereby approve to continue the petition as requested.

Vote Results (Approved)

Motion: Nan Taylor

Second: Dwayne Stephens

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Scott Cook	- Aye
Dwayne Stephens	- Aye
Mic Matson	- Aye
Melissa Memory	- Aye
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[16. Petition of Barnard Architects | 18-005084-COA | 124 East Bay Street | Alterations](#)

- 📎 [18-005084-COA Staff Recommendation.pdf](#)
- 📎 [Context - Sanborn Maps.pdf](#)
- 📎 [Staff photo- 1990s.pdf](#)
- 📎 [Submittal Packet Elevations.pdf](#)
- 📎 [Submittal Packet Existing Opening Modifications.pdf](#)
- 📎 [Submittal Packet Ext Lintels.pdf](#)
- 📎 [Submittal Packet Application.pdf](#)
- 📎 [Submittal Packet- Scope of Work.pdf](#)
- 📎 [Submittal Packet Window Details.pdf](#)
- 📎 [Submittal Packet Photographs.pdf](#)

Motion

The Savannah Historic District Board of Review does hereby approve to continue the petition as requested

Vote Results (Approved)

Motion: Nan Taylor

Second: Dwayne Stephens

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye

Becky Lynch	- Abstain
Scott Cook	- Aye
Dwayne Stephens	- Aye
Mic Matson	- Aye
Melissa Memory	- Aye
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[17. Petition of Lynch Associates Architects | 18-005092-COA | 119 Bull Street | Additions and Alterations](#)

Motion

The Savannah Historic District Board of Review does hereby approve to continue the petition as requested.

Vote Results (Approved)

Motion: Nan Taylor

Second: Dwayne Stephens

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Scott Cook	- Aye
Dwayne Stephens	- Aye
Mic Matson	- Aye
Melissa Memory	- Aye
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

VIII. REGULAR AGENDA

[18. Petition of Gunn Meyerhoff Shay | 18-004885-COA | 405 Martin Luther King, Jr. Blvd. | Gas Canopy Alterations and Signs](#)

- 📎 [18-004885-COA Staff Recommendation.pdf](#)
- 📎 [Submittal Packet - Materials and Color Samples.pdf](#)
- 📎 [Submittal Packet - Drawings and Photos.pdf](#)

Mr. Patrick Shay was present on behalf of the petition.

Ms. Michalak gave the staff report. The applicant is requesting approval to alter the existing gas canopy for the property located at 405 Martin Luther King Jr. Boulevard. The existing gas canopy is 147 feet long and 36 feet deep; it will be reduced to 76 feet long and the width will remain 36 feet. The overall height, from the ground, will remain at 24'-6" and the height of the canopy itself will remain at 42 inches high. The canopy will be recovered with aluminum composite panels in white and will appear to be continuous (without seams). A 3

inch high continuous LED light channel is proposed, horizontally, around the perimeter of the canopy. It is LED lighting designed to look like neon and is proposed to be Enmark "green." Two signs are shown on the canopy as well, but the applicant has indicated that these are not part of the canopy review and will be submitted at a later date with the remainder of the sign package.

Ms. Michalak explained that at the July 11, 2018 HDBR Meeting, the Board approved to demolish the existing Enmark buildings located on the site and to construct a new Enmark building [File No. 18-002099-COA]. At that time, the existing gas canopy was shown in the proposal to be altered but largely retained; its review was not a part of that previous COA approval.

Ms. Michalak reported that staff recommends approval of the alterations to the gas canopy because the proposed alterations, not the gas canopy itself, are visually compatible and denial of the proposed green strip lighting on the gas canopy because it is not visually compatible with lighting on surrounding contributing buildings (except theaters) and because the gas canopy should not be further accentuated since it is not visually compatible with contributing buildings.

PETITIONER COMMENTS

Mr. Shay stated that his client has gone through extraordinary steps to ensure that the building meets the standards. The size of the canopy has been greatly reduced. He asked the Board to consider the area that is underneath does not show the elevation which is a part of the visual compatibility. The area has to be well lit at night for safety reasons. What appears to be a fairly bright light that will be underneath the canopy isn't really that intrusive in great contrast to the surroundings. He was guessing at this point that he is asking the Board for mercy as his clients have done everything they can to try to make this a good building type by meeting the standards. This is an existing location and the clients are doing everything they can to conform. If you are an Enmark customer, this would be a good place to park and gas up your car. Mr. Shay pointed out that there is nothing in the standards that say this is either compatible or incompatible. Therefore, they are asking the Board to allow them to do something that they think is much less intrusive and much better for the surroundings than what has been here for many years.

Ms. Deacon asked staff to clarify whether or not this type of lighting relates to the standards regarding visual compatibility.

Ms. Michalak answered that it relates to the visual compatibility criterion. Staff found that the proposed type of "neon" strip lighting is not visually compatible with surrounding contributing buildings; more typically, historically, this type of lighting would be found on a theater marquee or other similar type buildings. She further explained that because the gas canopy itself is not visually compatible with the contributing buildings, but is a pre-existing structure, staff recommends that it not be further accentuated with such lighting. Staff recommends that the strip lighting be removed in its entirety.

Mr. Shay stated the fact that it is strip lighting that the staff feels is visual incompatible, he asked whether or not some type of lighting exterior could be there for this location. He does not see that the ordinance says that this has to be dark at night. They want people to be able to see at night. Are there other forms of lighting that are compatible or are they just going to say that gasoline dispensing establishments are not allowed to be seen at night?

PUBLIC COMMENTS

None.

BOARD DISCUSSION

The Board discussed the neon lighting. They believed that there are alternative ways to light the canopy. Therefore, they concurred with the staff recommendations.

Motion

The Savannah Historic District Board of Review does hereby:

1. Approve the alterations to the gas canopy because the proposed alterations, not the gas canopy itself, are

visually compatible.

2. Deny the proposed green strip lighting on the gas canopy because it is not visually compatible with lighting on surrounding contributing buildings (except theaters) and because the gas canopy should not be further accentuated since it is not visually compatible with contributing buildings.

Vote Results (Approved)

Motion: Scott Cook

Second: Dwayne Stephens

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Scott Cook	- Aye
Dwayne Stephens	- Aye
Mic Matson	- Aye
Melissa Memory	- Aye
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[19. Petition of LS3P Associates LTD. | 18-005086-COA | 111, 113, 119 Martin Luther King, Jr. Boulevard](#)

- [☞ Staff Recommendation.pdf](#)
- [☞ Submittal Packet - Materials.pdf](#)
- [☞ Submittal Packet - Model Photos.pdf](#)
- [☞ Submittal Packet - Drawings.pdf](#)
- [☞ Historic Context - Photos.pdf](#)
- [☞ Historic Context - Sanborn Map.pdf](#)
- [☞ Context - Aerial View.pdf](#)

NOTE: Mr. Cook recused himself from participating in this petition. He is an employee of LS3P Associates.

Ms. Natalie Santiago of LS3P Associates was present on behalf of the petition.

Ms. Alyson Smith gave the staff report. The petitioner is requesting approval to rehabilitate and alter 111, 113 and 119 Martin Luther King Jr. Boulevard. Along Martin Luther King Jr. Boulevard, the proposed scope of work includes demolishing the non-historic façade at 113 Martin Luther King Jr. Boulevard. A new brick veneer façade with brick and cast stone detailing is proposed, along with new operable aluminum-clad wood door and windows and a metal canopy over the entrance. The façade will consist of three bays, with a central primary entrance and an operable double-hung window on either side along the street level, and a pair of operable double-hung windows in each bay at the upper floor. The existing facades at 111 and 119 along Martin Luther King Jr. Blvd are proposed to remain as is. Building signage will be submitted under a separate COA.

Ms. Smith explained that along Laurel Street, the proposed scope of work includes demolishing the non-historic facades at 113 and 119 MLK Jr. Blvd, including existing overhead coiling doors and wall-mounted utility panels. The new rear facades are proposed to be recessed and setback from Laurel Street by approximately 18'- 4 1/2" to allow for an outdoor patio and a one-story addition behind 119 MLK Jr. Blvd. A new brick veneer façade with brick and cast stone detailing is proposed. The façade will include new aluminum-framed entrances, operable aluminum clad windows and a metal canopy over the rear entry. Existing concrete steps and an aluminum double door is proposed to be removed at the rear façade of 111 Martin Luther King Jr. Blvd. facing Laurel Street. A new overhead coiling door and metal door is proposed at this elevation.

Ms. Smith reported that staff recommends approve the petition for rehabilitation and alterations at 111, 113, and 119 Martin Luther King Jr. Boulevard with the following conditions to be reviewed and approved by staff:

1. Increase the height of the podium wall.
2. Confirm the proposed color of the cast stone.
3. Submit the north elevation of the addition.
4. Submit a COA application for proposed signage.
5. Ensure an encroachment permit is obtained from the City of Savannah for the canopy.
6. If visible from the public right-of-way, HVAC units shall be screened.
7. Ensure storefront glazing is inset a minimum of four inches from the face of the building, and windows sashes are inset at least three inches from the exterior facade of a building.
8. Ensure the standing seam metal roof does not exceed one-inch.

Because otherwise the work is visually compatible and meet the design standards.

PETITIONER COMMENTS

Ms. Santiago said they have reviewed the staff's recommendations. They are in agreement with staff recommendations #2 - Confirm the proposed color of the cast stone. She explained that the sample provided in the "double tan" was intended to show the cast stone finish. The cast stone color will match the Acme Brick Cherrywood color; #3 - Submit the north elevation of the addition. This elevation will be provided; 4. - Submit a COA application for the proposed signage. Ms. Santiago said the COA application for the proposed signage will be submitted at a later time; #5 - Ensure an encroachment permit is obtained from the City of Savannah for the canopy. An encroachment permit will be obtained from the City of Savannah; #6 - If visible from the [public right-of-way, HVAC units shall be screened. HVAC units will be screened if visible from the public right-of-way; #7. - Ensure storefront glazing is inset a minimum of four inches from the face of the building and windows sashes are inset at least three inches from the exterior façade of the building. Storefront glazing and windows sashes inset standard is met; #8 - Ensure the standing seam metal roof does not exceed one-inch. The standing seam metal roof will not exceed one-inch.

Ms. Santiago said relative to the staff's recommendation for #1 - Increase the height of the podium wall, they are requesting the opinion of the Board. She explained that the height of the podium wall is 1' - 8". It is surrounded by 2' - 4" planters on each end of the podium wall. The height of the podium wall prefers to the change of grade that happens between MLK and Laurel Street. They believe that the intent of the ordinance is met in terms of the wall of continuity by the surrounding outdoor terrace along with the adjacent building structure, and the new addition as well as the podium wall that they are proposing.

Ms. Santiago explained that the intent of this project and the approach is to have the market be a passageway between MLK and Laurel Street in the efforts of reactivating Laurel Street. In their separate petition to the hotel and the multifamily, they will see a promenade that has been proposed running along the hotel. She said their intent is to really reactivate and connect with no barrier that passageway along MLK to Laurel Street. Their intention is that this space be transparent by providing an opening as much as possible. At times during the day, the market is intended to be fully open with the walls on Laurel Street and act as an extension of Laurel Street, a hub for the public to enter west of MLK.. Therefore, increasing the height of the wall could really default to the design and the experience intent for Laurel Street.

PUBLIC COMMENTS

None.

BOARD DISCUSSION

The Board discussed the height of the podium wall. They believed the design is much improved, but most of the Board members believe that the wall should be higher. Ms. Deacon, Mr. Stephens, and Mr. Dodge spoke on the possibility of maybe a stairwell could be here in lieu of the wall of continuity. But, they agreed that it is not the Board's purview to tell the petitioner how to do their design. The wall design solution would still need to comeback to the staff for review and approval. Consequently, the Board was in agreement with the staff recommendations.

Motion

The Savannah Historic District Board of Review does hereby approve the petition for rehabilitation and alterations at 111, 113, and 119 Martin Luther King Jr. Boulevard with the following conditions to be reviewed and approved by staff:

1. Increase the height of the podium wall.
2. Confirm the proposed color of the cast stone.
3. Submit the north elevation of the addition.
4. Submit a COA application for proposed signage.
5. Ensure an encroachment permit is obtained from the City of Savannah for the canopy.
6. If visible from the public right-of-way, HVAC units shall be screened.
7. Ensure storefront glazing is inset a minimum of four inches from the face of the building, and windows sashes are inset at least three inches from the exterior facade of a building.
8. Ensure the standing seam metal roof does not exceed one-inch.

Because otherwise the work is visually compatible and meet the design standards.

Vote Results (Approved)

Motion: Dwayne Stephens

Second: Kellie Fletcher

Debra Caldwell	- Aye
Jennifer Deacon	- Aye
Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Scott Cook	- Abstain
Dwayne Stephens	- Aye
Mic Matson	- Aye
Melissa Memory	- Aye
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

- ☞ [Context - Sanborn Maps.pdf](#)
- ☞ [Middle Oglethorpe Ward.pdf](#)
- ☞ [Mass Model Photographs.pdf](#)
- ☞ [MPC Policy for Documenting Buildings Prior to Demolition.pdf](#)
- ☞ [Submittal Packet - Photographs and Drawings.pdf](#)
- ☞ [Submittal Packet - Renderings.pdf](#)
- ☞ [18-005087-COA Staff Recommendation.pdf](#)

NOTE: Mr. Cook recused himself from participating in this petition. He is an employee of LS3P.

Mr. Neil Dawson was present on behalf of the petition.

Ms. Leah Michalak gave the staff report. The applicant is requesting approval for New Construction: Part I, Height and Mass of a 6-story hotel at 110 Ann Street. The property is within a 5-story height zone per the Historic District Height Map; the applicant is requesting an additional story through the use of the bonus story criteria within the ordinance's Large-Scale Development Standards. The property is surrounded on all four sides by streets: Zubly Street to the north, Laurel Street to the east, Alton Street to the south, and Ann Street to the west. This building is one part of a larger project consisting of three adjacent sites; the other two projects will be reviewed separately [File Nos. 18-005086-COA and 18-005088-COA]. No on-site parking is required or provided for this building; parking for the development as a whole is provided elsewhere.

Ms. Michalak stated that the applicant is also requesting a variance from the standard that reads: "*Openings shall contain windows, doors, or storefronts*" in order to allow several openings along Laurel Street without any type of fenestration within them.

Ms. Michalak explained that the non-contributing building located on this site was approved by the Board for demolition on April 11, 2018 [File No. 18-001474-COA]. The Board attached two conditions to the approval:

1. The building is documented per the MPC Documentation Policy prior to demolition;
 2. A demolition permit will not be issued until a COA is approved for the new building;
- She said that neither of these conditions have yet been met.

Ms. Michalak reported that the staff recommends to continue the request for New Construction: Part I, Height and Mass of a 6-story hotel at 110 Ann Street in order for the applicant to consider the following:

1. Restudy the design of the sky bridge.
2. Restudy the "entrances" into the promenade to create a wall of continuity along Ann and Laurel Streets.
3. Restudy the grand staircase, that is setback from the Laurel Street façade, to strengthen and define the corner of the building at this entrance and reinforce the wall of continuity.
4. Subdivide the facades horizontally into the base, middle, and top. Ensure that the top story is distinguished from the stories below.
5. Revise the openings along Laurel Street to contain windows, doors, or storefront (if a variance is not granted for this standard).
6. Ensure that the distance between all windows is not less two times the width of the windows (except) on Zubly Street which meets the standard).
7. Ensure that the base below the storefront on the mansard roof section of the building is a contrasting design or material.
8. Provide more detailed drawings and information to better understand the design of the projecting parapet wall at the top of the building.
9. Redesign the railing at the pool deck to be a parapet wall to fully screen the deck.
10. Set the trellis/ pergola on the pool deck further back from the parapet/wall face.
11. Lower the height of the sky bridge to create a one-half story height variation between this and

the adjacent building forms; a change in

parapet height alone does not constitute a one-half story height variation.

12. Redesign the ground floor uses to meet the standard within the "active uses" bonus story criterion, including both the interior arrangement of the spaces and the primary entrances, or choose another criterion.
13. Redesign the Alton Street façade to include a minimum of 30% quarried stone to meet the standard with the "masonry materials" bonus story criterion or chose another criterion.
14. Redesign the mansard roof portion of the building to no more than 60 feet in width.
15. Redesign the bays to all be not less than 15 feet nor more than 50 feet in width.
16. Redesign the primary entrances as required to meet the large-scale development "entrances" standard.
17. Provide the window and door calculation for the upper floors on the Alton Street façade; ensure that they cover a minimum of 20% surface area.

Ms. Michalak additionally reported that staff recommends denial to the Zoning Board of Appeals [ZBA] for a variance from the standard that reads: "*Openings shall contain windows, doors, or storefronts*" because the variance criteria are not met.

PETITIONER COMMENTS

Mr. Dawson said Part I Height and Mass is the essence of today's approval. There are a lot of details that they need to work through and they are prepared to do so. He stated that they believe the bulk of the comments are appropriate and believe staff has done a great job of going through what are really new standards. They additionally believe that both of their projects are the first ones to be reviewed under the new standards and, therefore, some of the things are challenges to them. The design will be revised to address staff recommendations and comments on the following: #1 - Restudy the sky bridge; #4 - Subdivide the facades horizontally into the base, middle, and top. Ensure that the top story is distinguished from the stories below.; #7. They will ensure that the base below on the mansard roof section of the building is a contrasting design or material; #8 - Provide more detailed drawings and information to better understand the design of the projecting parapet wall at the top of the building. Further detail regarding this can be provided in Part 2 - Design Details; 9. Redesign the railing at the pool deck to be a parapet wall to fully screen the deck; 10. Set the trellis/ pergola on the pool deck further back from the parapet wall face; #11 - Lower height of sky bridge to create a one-half story height variation between this and the adjacent forms; a change in parapet height alone does not constitute a one-half story height variation; and #17 - Provide window and door calculation for Alton Street façade. This calculation will be provided.

Mr. Dawson said they are requesting comments and discussion on the following staff's recommendations: #2 - Restudy entrances into the promenade to create a wall of continuity along Ann and Laurel Streets; #3 - Restudy the grand staircase, that is setback from the Laurel Street façade, to strengthen and define the corner of the building at this entrance and reinforce the wall of continuity; #5. - Revise the openings along Laurel Street to contain windows, doors, or storefront [if a variance is not granted for this standard]; #6. - Ensure that the distance between all windows is not greater than two times the width of the windows, except on Zubley Street which meets the standards; #12. - Redesign the ground floor uses or meet the standard within the "active Uses" bonus story criterion, including both interior arrangement of the spaces and the primary entrances, or choose another criterion; #13. - Redesign the Alton Street façade to include a minimum of 30% quarried stone to meet the standard with the masonry materials bonus story criterion or choose another criterion; #14. Redesign the mansard roof portion of the building to no more than 60 feet in width; and #16 - Redesign the primary entrances as required to meet the large-scale development "entrances" standard.

Mr. Dawson said the staff has recommended a denial to the Zoning Board of Appeals [ZBA]. Their thought is with putting in a staircase. They want to activate the second floor. This is actually public space and they want to encourage people to come up and hang out at the pool deck and bar. They want to have open space here. These are open recesses without any doors. He said this is far back and he does not believe this will be seen from the right-of-way. They believed this would bring an idea that you are up on a little higher plane. Mr. Dawson said they still want the Board to consider this. However, they have talked with their clients and they have conceded that they will be willing to put in doors or shutters.

Mr. Dawson stated that one of the biggest issues with this is creating and complying with the active uses. The text that the staff commented on is complicated to design because the standards are very specific. The doors need to be 66 feet; 250 length of five doors. He explained that this is an event venue and is connected to the bowling alley. The bowling machinery will be exposed as a part of the experience. They feel that as an overall project, they are bringing in six active uses. They are not such as storefronts that might last 10 or 15 years. These are program spaces that are a part of the hotel experience and also a part of the public experience; none of these require card key access. They will be public accessible all the time that they are open. They will have an amusement venue, a bowling alley, a restaurant, a hotel lobby, a café, coffee shop, and retail space. They have tried to meet the standard in a way that is meaningful by having a lot of very active, social functions that are all public accessible. During a normal day, if someone wants to go in and bowl is fine; they can grab something to eat as the doors will be open. Therefore, this is not a problem with the primary entrances. The issue with this area is at times ticket events will be here which will control access to the space. But, this is not to say on a normal day what the use would be, but to inform the Board truthfully, there will be times when the normal access will be controlled as they don't want people to wander in off the street. They do not have a door at the end of the bowling alley; they agree with the staff's comments that the restaurant needs a door on Laurel Street. He said they had three doors here, but took them out. However, they are agreeable to having a door on Laurel Street. They feel they have met the intent of the ordinance. They will have 14 or 16 entrances and all of the street front uses are very active.

PUBLIC COMMENTS

Mr. Daniel Carey of Historic Savannah Foundation [HSF] explained that HSF's silence should not be misunderstood on the three projects that are before the Board today. The HSF Architectural Review Committee spent approximately an hour with the petitioner last week. They have listened carefully to the staff's recommendations and the petitioner's responses. It appears that the staff and the petitioner will come together and define what is needed here. Mr. Carey said the HSF does not have anything to add at this time, but he was aware that the Board might be thinking why the HSF is not saying something. Therefore, as he has stated, the HSF has already met with the petitioner and they will likely spend additional time with the petitioner throughout the culmination of these three projects. The HSF has also met with the developer. Mr. Carey said the HSF agrees with a lot of the staff's recommendations.

BOARD DISCUSSION

The Board discussed that this is an enormous project. They appreciate the petitioner's willingness to already attempt to respond to a lot of the staff's comments. They discussed the active uses. Overall, the Board supports the project, but there are a lot of details that need to be worked out. The staff has done an outstanding job reviewing this petition. The Board was agreeable that a continuance for Part I - Height and Mass is appropriate.

Ms. Lynch stated that she is sympathetic to the petitioner on the limiting use in terms of design and dimensions such as the 60 feet, bay width and other things that do not always work with the interior of buildings. As much as she thinks it might look nice and function, they must abide by the 60 feet or obtain a variance. They must work with the guidelines. She said regarding the active uses, the theater and bar on the end has three fronts and the primary entrances are all on the exterior, she believes this should meet the intent of the standards more than some of the other spaces such as the restaurant being recognized and not having any true frontages; not only just adding doors, but possibly rethinking the circulation of the space might be necessary. She loves the bowling alley, but there is a large stretch on the back of that building that does not have an entrance. Ms. Lynch said she is not sure how this could be resolved. Generally, she believes that it might be interpreted architecturally on the base, middle, and top that a change in the material; but to her, as an architect, the window scale changing can read as a base; it may be jumping up a little and down, so she believes this could be developed a little further.

Mr. Dawson asked for a continuance.

Motion

The Savannah Historic District Board of Review does hereby:

Continue the request for New Construction: Part I, Height and Mass of a 6-story hotel at 110 Ann Street in order for the applicant to consider the following:

1. Restudy the design of the sky bridge.
2. Restudy the “entrances” into the promenade to create a wall of continuity along Ann and Laurel Streets.
3. Restudy the grand staircase, that is setback from the Laurel Street façade, to strengthen and define the corner of the building at this entrance and reinforce the wall of continuity.
4. Subdivide the façades horizontally into base, middle, and top. Ensure that the top story is distinguished from the stories below.
5. Revise the openings along Laurel Street to contain windows, doors, or storefront (if a variance is not granted for this standard).
6. Ensure that the distance between all windows is not less than two times the width of the windows (except on Zubley Street which meets the standard).
7. Ensure that the base below the storefront on the mansard roof section of the building is a contrasting design or material.
8. Provide more detailed drawings and information to better understand the design of the projecting parapet wall at the top of the building.
9. Redesign the railing at the pool deck to be a parapet wall to fully screen the deck.
10. Set the trellis/pergola on the pool deck further back from the parapet/wall face.
11. Lower the height of the sky bridge to create a one-half story height variation between this and the adjacent building forms; a change in parapet height alone does not constitute a one-half story height variation.
12. Redesign the ground floor uses to meet the standard within the “active uses” bonus story criterion, including both the interior arrangement of the spaces and the primary entrances, or choose another criterion.
13. Redesign the Alton Street façade to include a minimum of 30% quarried stone to meet the standard with the “masonry materials” bonus story criterion or choose another criterion.
14. Redesign the mansard roof portion of the building to no more than 60 feet in width.
15. Redesign the bays to all be not less than 15 feet nor more than 20 feet in width.
16. Redesign the primary entrances as required to meet the large-scale development “entrances” standard.
17. Provide the window and door calculation for the upper floors on the Alton Street façade; ensure that they cover a minimum of 20% surface area.

Continue the request for a variance from the standard that reads: “Openings shall contain windows, doors, or storefronts”.

Vote Results (Approved)

Motion: Kellie Fletcher

Second: Dwayne Stephens

Debra Caldwell - Aye

Jennifer Deacon - Aye

Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Scott Cook	- Abstain
Dwayne Stephens	- Aye
Mic Matson	- Aye
Melissa Memory	- Aye
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

[21. Petition of LS3P Associates | 18-005088-COA | 111 Ann Street | New Construction, Part I Height and Mass](#)

[18-005088-COA Staff Recommendation.pdf](#)

[Context - Sanborn Maps.pdf](#)

[aerial.pdf](#)

[Mass Model Photographs.pdf](#)

[Submittal Packet- Drawings sm.pdf](#)

NOTE: Mr. Cook recused himself from participating in this petition. He is an employee of LS3P.

Mr. Bryan Harder was present on behalf of the petition.

Ms. Ellen Harris gave the staff report. The applicant is requesting approval for New Construction: Part I, Height and Mass of a 6-story apartment building at 111 Ann Street. The property is within a 5-story height zone per the Historic District Height Map; the applicant is requesting an additional story through the use of the bonus story criteria within the ordinance's Large-Scale Development Standards.

Ms. Harris explained that the proposed building will provide two levels of underground parking and one level of above ground parking at the rear of the site. Vehicles will have access from both Ann and Youmans Streets. Per building code, the building is technically two buildings, separated by firewalls and with separate means of egress, but connected together. One building footprint is 38,240 square feet and the second building is 6,751 square feet. The property has frontage on Youmans and Ann Streets. To the west of the site are non-contributing industrial buildings. Because of their low height, the west façade will be very visible above the lower buildings. To the north of the site is a concrete loading ramp which provides access to the buildings to the west. Because of this, the north façade will be highly visible from Zubley Street. A 10' sewer access easement is located along Youmans Street and part of Ann Street, necessitating the building to be setback from the street in the southeast corner of the site.

Ms. Harris stated that this building is one part of a larger project consisting of three adjacent sites; the other two projects will be reviewed separately [File Nos. 18-005086-COA and 18-005087-COA]. The non-contributing building located on this site was approved by the Board for demolition on February 8, 2017 [File No. 17-00053-COA].

Ms. Harris reported that staff recommends to continue the request for New Construction: Part I, Height and Mass of a 6-story apartment building at 111 Ann Street in order for the applicant to consider the following:

1. Add additional voids to the upper levels of all facades, particularly the north façade and the north and south facades adjacent to the main entrance. Ensure the distance between the openings does not exceed two times the width of the windows.
2. Add a wall of continuity between the building and the loading dock to the north.

3. Relocate the vehicular entrance on Ann Street, as the primary façade, to Youmans Street, as a secondary façade.
4. Reduce the height of the parapet walls to no more than four feet.
5. Revise the sidewalk to serve as a continuous uninterrupted pathway across the driveways in materials, configuration and height.
6. Revise the pedestrian access to the garage to contain fenestration.
7. Incorporate additional differentiation between the two buildings in order to breakdown monolithic structures.
8. Incorporate additional articulation of the top story to better meet the standard of base, middle, top.
9. Remove one of the points of access above the bonus story.
10. Revise the sections of the building to not exceed 60 feet in width and the bay spacing to be not less than 15 nor more than 20 feet in width.
11. Revise the meeting room on the east façade, and the fire pump room and lobby on the south façade to active uses.
12. Add an additional primary entrance on the Youmans Street façade.

PETITIONER COMMENTS

Mr. Harder thanked the staff for their thorough review. They realize this is a big project. The design will be revised to address the staff's recommendation comments: 2. Add a wall of continuity between the building and the loading dock to the north. 4. Reduce the height of the parapet walls to no more than four feet. 5. Revise the sidewalk to serve as a continuous uninterrupted pathway across the driveways in materials, configuration and height. 6. Revise the pedestrian access to the garage to contain fenestration. 8. Incorporate additional articulation of the top story to better meet the standard of base, middle, top. 11. Revise the meeting room on the east façade, and the fire pump room and lobby on the south façade to active uses. 12. Add an additional primary entrance on the Youmans Street façade.

Mr. Harder stated they are requesting comments and discussion on staff recommendation and comment for: #1. Add additional voids to the upper levels of all facades, particularly the north façade and the north and south facades adjacent to the main entrance. Ensure the distance between the openings does not exceed two times the width of the windows; #3. Relocate the vehicular entrance on Ann Street, as the primary façade, to Youmans Street, as a secondary façade; #7. Incorporate additional differentiation between the two buildings in order to breakdown monolithic structures; #9. Remove one of the points of access above the bonus story; and #10. Revise the sections of the building to not exceed 60 feet in width and the bay spacing to be not less than 15 nor more than 20 feet in width.

Mr. Harder entertained questions from the Board.

PUBLIC COMMENTS

Mr. Daniel Carey of the Historic Savannah Foundation [HSF] stated that he realizes that today they are hearing Part 1 - Height and Mass. But, he wanted to speak on Part II - Design Details. This is a very dynamic area that is being redeveloped and in some cases, being developed for the first time. The context is somewhat confusing as it is being established now by new, tall, big buildings and they are use to the lower scale buildings. Nevertheless, there are a few big buildings here such as the CAT Transfer Center, the Thunderbird Hotel, the public housing complex and some warehouses. Presently, though, some things are in conflict as they get into this new construction. Mr. Carey said he did not have an answer for this, but believes that this is an area that might warrant a little greater latitude. A little more flexibility might be needed in how they might apply the standards, guidelines, and rules.

Mr. Carey explained that he was not for or against Part I as the petitioner will earn what they earn as they will meet the ordinance and do the things that the staff recommends. Then they will move to Part II - Design Details. However, when they get to Part II, three buildings will be here. They are across the street from each other and his concern is that these buildings will look a lot alike. Yet, there are two big differences here; a hotel and an apartment complex. The HSF believes that there should be greater latitude and difference even given to the apartment building. Therefore, they believe the apartment

building needs to be emphasized and given a little greater flexibility. The two buildings should be distinct; the more they are different, the easier it will be on the eye.

Ms. Lynch said that one pallet of brick material was passed around for the Board to see. She asked the petitioner if the same brick will be used for all three of the projects.

Mr. Harder answered that they have not come to a definite decision on this. They will present something else in Part II. He did not wish to respond to the public comments.

BOARD COMMENTS

The Board discussed the active uses. They are operating now under new requirements pertaining to separate buildings. Should the buildings be physically separated or architecturally separated in terms of walls, firewalls or whether they need to be visually separated? Does this mean that the buildings need to look different or be different? Consequently, the Board unanimously agreed that this petition be continued.

Mr. Harder asked for the continuance.

Motion

The Savannah Historic District Board of Review does hereby continue the request for New Construction: Part I, Height and Mass of a 6-story apartment building at 111 Ann Street in order for the applicant to consider the following:

1. Add additional voids to the upper levels of all facades, particularly the north façade and the north and south facades adjacent to the main entrance. Ensure the distance between the openings does not exceed two times the width of the windows.
2. Add a wall of continuity between the building and the loading dock to the north.
3. Relocate the vehicular entrance on Ann Street, as the primary façade, to Youmans Street, as a secondary façade.
4. Reduce the height of the parapet walls to no more than four feet.
5. Revise the sidewalk to serve as a continuous uninterrupted pathway across the driveways in materials, configuration and height.
6. Revise the pedestrian access to the garage to contain fenestration.
7. Incorporate additional differentiation between the two buildings in order to breakdown monolithic structures.
8. Incorporate additional articulation of the top story to better meet the standard of base, middle, top.
9. Remove one of the points of access above the bonus story.
10. Revise the sections of the building to not exceed 60 feet in width and the bay spacing to be not less than 15 nor more than 20 feet in width.
11. Revise the meeting room on the east façade, and the fire pump room and lobby on the south façade to active uses.
12. Add an additional primary entrance on the Youmans Street façade.

Vote Results (Approved)

Motion: Dwayne Stephens

Second: Jennifer Deacon

Debra Caldwell - Aye

Jennifer Deacon - Aye

Kellie Fletcher	- Aye
Becky Lynch	- Abstain
Scott Cook	- Abstain
Dwayne Stephens	- Aye
Mic Matson	- Aye
Melissa Memory	- Aye
David Altschiller	- Aye
Nan Taylor	- Aye
Kevin Dodge	- Aye

IX. REQUEST FOR EXTENSION

X. APPROVED STAFF REVIEWS

[22. Petition of Craig W. Clements | 18-004886-COA | 128 West Taylor Street | Staff Approved - Rear Facade Alterations](#)

📎 [COA - 128 West Taylor Street 18-004886-COA.pdf](#)

No action required. Staff approved.

[23. Amended Petition of Billy Lawson | 18-004951-COA | 506 East State Street | Staff Approved - Window Sashes](#)

📎 [COA - 506 East State Street 18-004951-COA.pdf](#)

No action required. Staff approved.

[24. Petition of Nancy Beskar | 18-004953-COA | 111 East Jones Street | Staff Denial - After-the-Fact for Window Replacement](#)

📎 [COA - 111 East Jones Street 18-004953-COA.pdf](#)

📎 [1888.jpg](#)

📎 [1898.jpg](#)

📎 [1916.jpg](#)

📎 [1954.jpg](#)

📎 [1973.jpg](#)

No action required. Staff approved.

[25. Petition of Benjamin Towill | 18-005001-COA | 419 West Congress Street | Staff Approved - Color Change](#)

📎 [COA - 419 West Congress Street 18-005001-COA.pdf](#)

No action required. Staff approved.

[26. Petition of Richrd Shirah | 18-005006-COA | 24 Drayton Street | Staff Approved - Add Telecommunications equipment](#)

📎 [COA - 24 Drayton Street 18-005006-COA.pdf](#)

No action required. Staff approved.

[27. Petition of Catherine Bobinyee-Stallings | 18-005168-COA | 544 East harris Street | Staff Approved - Wood](#)

Shutters

☞ [COA - 24 Drayton Street 18-005006-COA.pdf](#)

No action required. Staff approved.

28. Petition of Metalcrafts, A Tecta America Co., Inc. | 18-005189-COA | 18 Abercorn Street | Staff Approved - Roofing Material

☞ [COA - 18 Abercorn Street 18-005189-COA.pdf](#)

☞ [Christ Church Overview.pdf](#)

No action required. Staff approved.

29. Petition of Sean Williams | 18-005193-COA | 7 East Congress Street | Staff Approved - Masonry and Steel Windows Repair

☞ [COA - 7 East Congress Street 18-005193-COA.pdf](#)

No action required. Staff approved.

30. Petition of Else Adams | 18-005253-COA | 210 West Jones Street | Staff Approved - Security Gate

☞ [COA - 210 West Jones Street 18-005253-COA.pdf](#)

☞ [Photo2.jpg](#)

☞ [Photos.jpg](#)

No action required. Staff approved.

31. Petition of Michael Wolfe | 18-005266-COA | 525 - 527 East Gaston Street | Staff Approved - Siding

☞ [COA - 525 - 527 East Gaston Street 18-005266-COA.pdf](#)

No action required. Staff approved.

XI. WORK PERFORMED WITHOUT A CERTIFICATE OF APPROPRIATENESS

32. Report on Work Performed Without a COA for the October 10, 2018 HDBR Meeting

☞ [10-10-18 HDBR Report on Work Without a COA.pdf](#)

Ms. Lynch stated that staff has given the Board the report on work performed without a COA.

XII. REPORT ON ITEMS DEFERRED TO STAFF

XIII. NOTICES, PROCLAMATIONS, AND ACKNOWLEDGEMENTS

33. Next Case Distribution and Chair Review Meeting - Thursday, October 18, 2018 at 3:30 p.m. in the Meyer Conference Room, MPC 110 East State Street

34. Next Pre-Meeting - Wednesday, November 14, 2018 at 12:00 p.m. in the Jerry Surrency Room, MPC, 112 East State Street

35. Next Regular Meeting - Wednesday, November 14, 2018 at 1:00 p.m. in the Arthur A. Mendonsa Hearing Room, MPC, 112 East State Street

Ms. Harris explained that normally the Board has its annual retreat in the Fall. She has been working with the National Alliance Preservation Commission to put together some speakers for a training session as a part of the retreat. Because potentially there are four vacancies on the Board for 2018 where new members will be appointed or old recurring members will be reappointed, Ms. Harris asked the Board if they are amenable to

holding the retreat in February, 2019 so that the new members would be able to take advantage of the training.

The Board agreed to hold the retreat in February, 2019.

Ms. Lynch asked if the new guidelines have been inserted in their manuals. Staff answered no, but they will be inserted in the manuals before the November 2018 meeting.

Ms. Lynch explained that the Board is coming close to the end of the year. She said they will need a nominating committee to recommend officers for the Year 2019. She said if any of the Board members were interested in serving on the nominating committee to let her know.

Ms. Matson and Mr. Stephens volunteered to serve on the nominating committee.

XIV. OTHER BUSINESS

XV. ADJOURNMENT

[36. Adjournment](#)

There being no further business to come before the Historic District Board of Review, Ms. Lynch adjourned the meeting at 3:45 p.m.

Respectfully Submitted,

Ellen I. Harris
Director of Urban Planning and Historic Preservation

EIH:mem

The Chatham County - Savannah Metropolitan Planning Commission provides meeting minutes which are adopted by the respective Board. Verbatim transcripts of minutes are the responsibility of the interested party.