

**MINUTES OF THE MEETING**

**ATHENS HISTORIC PRESERVATION COMMISSION**

**FEBRUARY 1, 2024**

**3:30 P.M.**

**COUNCIL CHAMBERS**

**ROLL CALL**

**MEMBERS PRESENT**

Laura Lenoir  
Timberly Guffey  
Chairperson Will Houston  
Tyler Boyd  
Jona Garrett

**MEMBERS ABSENT**

Jordan Curtis

**OTHERS ATTENDING**

Nora Cardin

**APPROVAL OF MINUTES**

**1. Approval of November 2, 2023 regular meeting minutes**

The minutes of the November 2, 2023, regular meeting were read and approved on motion by Laura Lenoir; seconded by Timberly Guffey; vote – unanimous

**OLD BUSINESS**

**1. Brochure discussion**

Chairperson Houston asked about the visit to the Register of Deeds Office at the Courthouse.

There was a discussion about the process of researching deeds and how it may be helpful for the brochure.

**NEW BUSINESS**

**1. Election of Officers**

Chairperson Houston handed the meeting over to Mrs. Cardin for the election of officers.

The floor was opened for the nomination of Chairperson. Mrs. Lenoir nominated Mr. Houston. Mr. Houston said there is a chance he would not be able to show up as regularly in the future because he will have a newborn. He will accept if no one else would like to step in. Ms. Garrett seconded the motion. There were no other nominations. All were in favor of Mr. Houston being Chairperson.

The floor was then opened for the nomination of Vice-Chairperson. Mr. Boyd nominated Mrs. Lenoir. She accepted the nomination. Ms. Garrett seconded the motion. There were no other nominations. All were in favor of Mrs. Lenoir being Vice-Chairperson.

The floor was opened for the nomination of Secretary. Mrs. Garrett nominated Mrs. Guffey and she accepted the nomination. All were in favor or Mrs. Guffey being Secretary.

**2. Certificate of Appropriateness (COA) request for Jamie Standridge- 604 Ingleside Avenue- for replacement of wood windows.**

Mrs. Cardin told the Commission that Mr. Standridge bought the property a while back and did some renovations to it. It has been up for sale. He replaced the roof, which was the only main thing on the exterior. They kept the original wood windows and now he wants to replace them. He stated on application the windows were fixed but they still do not open well, and bugs are getting into house. He also thinks it is affecting the sale of the home. He proposed to replace them with the Marvin brand wood double hung windows.

Mrs. Cardin read what the Guidelines say about windows. "Repair deteriorated or damaged historic materials and features through traditional methods. It is not appropriate to remove a distinctive feature rather than repair it. Replace in-kind deteriorated or damaged historic window materials and features, only if deteriorated beyond repair, matching the original in material, design, dimension, and detail. Where possible, limit replacement to the deteriorated section only, rather than the entire feature. If replacement is necessary, new windows should be of wood, wood composite materials, or aluminum with baked-enamel finishes. No vinyl or vinyl-clad windows will be allowed in the district (pgs 46-47)."

Chairperson Houston said they should discuss the matter at hand, as far as the window replacement. The recommendation is not to replace them. Could they recommend as an alternative to maybe address some of the things that were brought up, to install storm windows, single light or double light with the divider in the middle. That would take care of the bugs coming in if they are not coming in elsewhere. As for hurting the potential sale of the house, that is irrelevant to them. As for the bugs getting into the house, it is probably the windows sticking or not

meeting at the sashes very well. They do not have the details on that because the applicant is not present.

Mrs. Lenoir said they do not know what is causing the difficulty in opening and close to be able to recommend a solution.

Mrs. Guffey asked if the storm window recommendation was to keep the original windows. The reply was yes.

Mrs. Cardin read the guidelines about storm windows, and they can be used to preserve the original. They can use interior storm windows as well.

MOTION: To deny the request.

MADE: Laura Lenoir

SECOND: Tyler Boyd

VOTE: Unanimous

MOTION PASSED

There were no owner comments.

There were no public comments.

**3. Ratification of Certificate of Appropriateness (COA) for Barbara Ammons- 803 Ingleside Avenue- for replacement of asphalt shingle roof.**

Mrs. Cardin said this roof has a blue tarp on it due to damage sustained when a tree fell on the it a while back. It was an asphalt shingle roof and what they proposed to go back with was the architectural shingles in a similar gray color. Staff already approved it so they could go ahead and get the work done. It just needs to be ratified.

MOTION: To ratify the Staff approved COA.

MADE: Laura Lenoir

SECOND: Timberly Guffey

VOTE: Unanimous

MOTION PASSED

There were no owner comments.

There were no owner comments.

**4. Ratification of Certificate of Appropriateness (COA) for Rita Davis- 7 Atlantic Avenue- for replacement of asphalt shingle roof.**

Mrs. Cardin said the roof needed to be repaired due to storm damage. She is pretty sure they already completed the work. It was an asphalt shingle roof, and they were going back with the dimensional asphalt shingles in a similar gray color as well. It was approved by Staff and needs ratification.

MOTION: To ratify the Staff approved COA.

MADE: Tyler Boyd

SECOND: Laura Lenoir

VOTE: Unanimous

MOTION PASSED

There were no owner comments.

There were no owner comments.



Will Houston, Chairperson



Timberly Guffey, Secretary