

Architectural Review –February 08, 2016

Committee Members Present – George Ewing, Tara Lytal, Melanie Greer, Brian Hudson, Tim McCartney & Bettye King

City Officials – Roy Edwards, Director Community Development

Meeting was called to order at 4:50 pm by George Ewing

First order of business – No minutes provided to approve

New Considerations - Grace Baptist Church – Danny Barlett

Upon presentation by Roy Edwards – presented the changes made to the roof color, a change this committee had requested and entrance to the parking lot. Danny Bartlett answered questions regarding the roof color, steeple, orientation of the building and window trim.

Motion by Tara Lytal - to approve as presented

Second – Brian Hudson

Unanimous approval

Meeting adjourned at 5:02pm

Historical Preservation –February 08, 2016

Committee Members Present – George Ewing, Tara Lytal, Melanie Greer, Brian Hudson, Tim McCartney & Bettye King

City Officials – Roy Edwards, Director Community Development

Meeting was called to order at 5:02 pm by George Ewing

First order of business – approval of November 9, 2015 minutes

Motion to approve as presented – Tara Lytal

Second – Bettye King

Unanimous approval

New Considerations - The Mill – Multi Family units – Dean & Clint Farrar

Upon presentation by Dean and Clint Farrar – discussed elevations, layout, building design, colors and finishes with the committee members. When asked if the buildings would be sold to individuals or all kept as a whole the Farrar’s expressed their desire to keep the buildings in their family for many years to come.

Motion by Tara Lytal - to approve the architectural design concept & finishes as presented, pending parking regulations being approved by Roy Edwards.

Second – Tim McCartney

Unanimous approval

Parcel 2860-794 – Sub-Division of existing lot – Dean & Clint Farrar

Upon presentation by Dean and Clint Farrar – discussed future development of this parcel. It would be sub-divided to build five separate buildings that would be available for individual sale with the buildings themselves to be approved at a later date.

Motion by Brian Hudson - to approve the Sub-Division of Parcel 2860-794 with each structure to be approved at a later date

Second – Tim McCartney

Unanimous approval

Meeting adjourned at 5:34pm

Architectural Review Committee  
April 11, 2016

Present: George Ewing, Bettye King, Tim McCartney, Melanie Greer, Tara Lytal, Brian Hudson

Guest(s): Wayne Davis, Johann Artigas

Minutes recorded by Kelly Hall, Administrative Assistant

George Ewing called the meeting to order at 5:00 p.m.

Minutes of the meeting held February 8, 2016 were reviewed. Brian Hudson moved to approve the minutes of February 8, 2016 as written and the motion was seconded by Betty King. The vote was unanimous in favor and the minutes of the February 8, 2016 meeting were approved as written.

**New Considerations:**

McNeely Plastics – Site Plan – 1111 Industrial Drive

Wayne Davis and Johann Artigas were on hand to answer questions related to the proposed expansion of their present production facility. They would like to add an additional 29,000 sq. ft. to their present building which will allow them to add another production line with room for future growth as well. The exterior colors and materials of the addition will match the finishes on the existing building. Traffic on Battery Drive will be employee traffic only, no trucks. Tim McCartney made the motion, seconded by Bettye King, to recommend approval of the site plan for the McNeely Plastics expansion project. The vote was unanimous in favor and the motion carried.

**Other Business:**

Mr. Edwards presented the drawings for the entrance of Windsor Plantation subdivision. As there was no one present to address questions from the committee and no samples of materials and finishes, Tara Lytal made the motion, seconded by Bettye King, to table review of this item until next month's meeting. The vote was unanimous in favor and the motion carried.

There was no other business to come before the Committee.

Mr. Ewing noted that the next regular meeting, if needed, would be scheduled for Monday, May 9, 2016.

At this time Tara Lytal made the motion, seconded by Brian Hudson, to adjourn the meeting. The vote was unanimous and the motion carried. Meeting was adjourned at 5:20 p.m.

Architectural Review Committee  
June 13, 2016

Present: George Ewing, Bettye King, Melanie Greer

City Officials: Roy Edwards, Community Development

Guest(s): Ronnie Morton, Chris Hoffman, Aimee Hudson, David Stevens, Patricia Whitton, Johnny Ruth Hudson, Mr. & Mrs. Ryan Theel

Minutes recorded by Kelly Hall, Administrative Assistant

George Ewing called the meeting to order at 5:03 p.m.

Minutes of the meeting held February 8, 2016 were unavailable at this time, so review of the minutes was deferred until the next meeting.

**New Considerations:**

**307 E. College Street – Dimensional Variance – Ronnie Morton**

Ronnie Morton, an attorney, is requesting three dimensional variances so that he can operate his estate planning and elder law practice at this location. He is one of two certified elder law attorneys in the State of Mississippi. He has five people who will be working in the office and generally sees 1-3 clients per day at most. The first variance is a 20' foot variance on the lot width from 100' to 80'. He plans to add less than 2,000 sf to the present parking area in the rear of the property. The existing garage will be used for handicapped parking to meet ADA requirements. The path from the garage to the rear porch will be paved and a wheelchair ramp will be installed leading to the relocated rear entrance. The landing between the first section of the ramp and the second section will be large enough to permit wheelchairs to maneuver easily. He is requesting to expand the existing crushed limestone parking instead of using asphalt or concrete. This will make it easier to reclaim the area should the use be returned to residential in the future. No changes to the south, east or west sides of the home are planned. Mr. Morton is, however, requesting a sign in the front yard similar to the sign that was approved for Runnels Insurance on the same street.

On the west side of the house there is a portico over the drive that extends 12' from the house. 20' is the required side setback and a 4.5' variance is needed so as not to remove the portico. Fencing is also required and Mr. Morton indicated he would put up whatever type of fence is acceptable to the property owners who are adjacent to this property. It was noted that there is currently a thick buffer area of vegetation along the edge of the property and the act of putting up a fence could result in removal in some of this vegetation.

Aimee Hudson, of 305 E. College Street, feels that approval of this use will begin a domino effect on this street and increase the number of commercial properties, which will increase traffic on an already busy street. Also, the amount of water runoff from the parking area will increase if

it is paved. She noted that while Olde Towne on the west side of the Clinton Parkway is a combination of commercial and residential properties, the east side of the Clinton Parkway is primarily residential.

David Stevens, a local realtor, was asked by Mr. Morton to assess the impact of commercial properties on the residential properties in Olde Towne. He presented a list of properties bought and sold in the Olde Towne Clinton district since 2010 and noted that there were several properties that transitioned from residential to commercial and back again with no apparent loss in property value.

Johnny Ruth Hudson noted that East College Street is also a federally approved historic residential district. Anne Macke, who was not able to attend this meeting, is knowledgeable about the process they went through to obtain this designation. She sent a letter to the City and Mr. Edwards has not yet had an opportunity to discuss this with her. Mr. Edwards informed the commission that he had contacted the Mississippi Department of Archives and History and was told that use of structure is not usually dictated and would be a local decision. Mrs. King asked if it would be possible to get something in writing from either the city attorney or the Mississippi Department of Archives and History as to placement of commercial businesses in a historic residential district.

Patricia Whitton, also a local realtor, stated that she has a family who would like to buy 307 E. College Street as a residence if the variances requested are not approved. Mr. & Mrs. Ryan Theel are ready to purchase the property to use as their primary residence. Ms. Greer reminded the commission that the voting is to be done only on the dimensional variance requests, not on the use of structure. Melanie Greer moved to recommend approval of the 4.5' variance related to the portico on the west side of the house. The motion was seconded by Betty King and the vote was unanimous in favor. Betty King moved to recommend approval of the 20' dimensional variance request related to the frontage on East College Street but the motion died for lack of a second. Betty King moved to recommend approval of the use of crushed limestone in the parking area instead of asphalt or concrete. The motion died for lack of a second. Betty King moved to recommend approval of the changes to be made on the rear of the house and was seconded by Melanie Greer. The vote was unanimous in favor and the motion carried.

**Other Business:**

There was no other business to come before the Committee.

Mr. Ewing noted that the next regular meeting, if needed, would be scheduled for Monday, July 11, 2016.

At this time Betty King made the motion, seconded by Melanie Griffin, to adjourn the meeting. The vote was unanimous and the motion carried. Meeting was adjourned at 5:59 p.m.

Historic Preservation Commission  
July 11, 2016

Present: George Ewing, Bettye King, Tim McCartney, Melanie Greer,

Guest(s): Bill Gatlin, Eric Reisman

Minutes recorded by Kelly Hall, Administrative Assistant

George Ewing called the meeting to order at 5:16 p.m.

Minutes of the meeting held June 13, 2016 were reviewed. Betty King moved to approve the minutes of June 13, 2016 as written and the motion was seconded by Melanie Greer. The vote was unanimous in favor and the minutes of the June 13, 2016 meeting were approved as presented.

**New Considerations:**

**Town Hall Meeting**

At this time Mr. Ewing began the town hall meeting for the presentation by Bill Gatlin of the Mississippi Department of Archives and History related to the nomination of the Olde Towne Clinton District for the National Register of Historic Places (NRHP).

Mr. Gatlin began by giving a brief history of historical preservation efforts in this country. He also noted that he had copies of the nomination application and some printed information related to the National Register of Historic Places available for those who wanted it.

In 1966 Congress enacted the National Historic Preservation Act. The NRHP is part of a national program to coordinate and support public and private efforts to identify, evaluate, and protect our historic and archeological resources.

There are sixty-four communities in Mississippi who have historic preservation ordinances similar to Clinton. Mr. Gatlin noted that we are one of the few communities who already have a Historic Preservation Commission in place. Most commissions are formed after an area has been approved by the NHRP.

Mr. Gatlin reviewed the list of requirements for nomination as a historic place or location. There are basically five categories into which a property will fall: building, structure, object, site, and district.

In Clinton the period from 1855 to 1966 is considered historically significant. As part of the nomination process the MDAR reviewed community planning and development, architecture, ninety-eight contributing buildings, two contributing sites, twenty-two noncontributing buildings and one previously listed, individual site (Tanglewood). The OTC district consists of approximately one hundred acres.

Mr. Gatlin reviewed the different types of architectural home styles that can be found in a historic district and their characteristics. Some of those discussed were Queen Ann, Craftsman, Cottage, Plantation and Ranch style homes.

The nomination application will be reviewed at a meeting on July 21, 2016 to determine if the OTC district qualifies and the application can be forwarded on to the National Park Service. They have forty-five days to make a decision. He informed the group that letters of support or denial would be welcome and would help the MDAH make their decision.

Mr. Gatlin reviewed the pros and cons of being on the NRHP and also addressed common misconceptions most people have about what is required of property owners who have properties in a historic district. At the conclusion of his talk he answered questions from those who were in attendance.

**Other Business:**

There was no other business to come before the Committee. Mr. Ewing noted that the next regular meeting, if needed, would be scheduled for Monday, August 8, 2016.

At this time Melanie Greer made the motion for adjournment and was seconded by Bettye King. The vote was unanimous in favor and the motion carried. The meeting was adjourned at 6:15 p.m.

Architectural Review Committee  
August 8, 2016

Present: George Ewing, Bettye King, Tim McCartney, Melanie Greer, Tara Lytal

Guest(s): Ben Walker and Shane Ormon

Minutes recorded by Kelly Hall, Administrative Assistant

George Ewing called the meeting to order at 5:10 p.m.

**New Considerations:**

**Site Review – Merit Health Medical Clinic – Clinton Parkway**

Ben Walker and Shane Ormon presented drawings for a medical clinic to be located on the Clinton Parkway, between Ace Hardware and Dr. Grubbs' dental clinic, with the potential for another, smaller building on the north side. Mr. Edwards requested a revised site plan that shows all of the driveways (existing and planned) along the frontage on Clinton Parkway that will have an impact on the project. Mr. Walker noted that there is already a retention pond behind Ace Hardware that will serve these properties. Mr. Ormon noted that all islands noted on the drawings will be used as green spaces. Mr. Walker noted that there will be a drive between Ace Hardware and the medical clinic, the upkeep of which will be shared by the two property owners. Mr. Ewing expressed concern about the tight space at the southwest corner of the clinic building as there are frequently large trucks that must deliver to the hardware store. Mr. Ormon noted that the trucks generally go past this part of the drive to unload in an area behind the hardware store. The clinic will have an architectural shingled roof and dryvit above painted brick. Color samples were presented for the committee's review. The windows will be trimmed in a bronze color. Mr. Ormon noted that the arch and key sides of the porticos are reversed on the drawings and will need to be corrected. The drawings show a pair of cupolas at either end of the building and Mr. Orman said Merit Health was considering removing them from the plans; the committee members all felt the cupolas added architectural interest and charm and requested that they not be deleted from the plans. The sign for the clinic will be lighted but no lighting components will be visible. Betty King made the motion, seconded by Melanie Greer, to recommend approval of the site plan and color choices for the proposed medical clinic on Clinton Parkway between Ace Hardware and Dr. Lee Grubbs. The vote was unanimous in favor and the motion carried.

**Other Business:**

There was no other business to come before the Committee. Mr. Ewing noted that the next regular meeting, if needed, would be scheduled for Monday, September 12, 2016.

At this time Tara Lytal made the motion to adjourn and was seconded by Melanie Greer. The vote was unanimous in favor and the motion carried. The meeting was adjourned at 5:32 p.m.



Historic Preservation Commission  
August 8, 2016

Present: George Ewing, Bettye King, Tim McCartney, Melanie Greer, Tara Lytal

Guest(s): Steven Nixon, Dave Riley

Minutes recorded by Kelly Hall, Administrative Assistant

George Ewing called the meeting to order at 5:00 p.m.

Minutes of the meeting held July 11, 2016 were reviewed. Tara Lytal moved to approve the minutes of July 11, 2016 as written and the motion was seconded by Betty King. The vote was unanimous in favor and the minutes of the July 11, 2016 meeting were approved as presented.

**New Considerations:**

**Site Review – College Station Signage – Budget Signs/Dave Riley**

Dave Riley was present to address any questions related to the signage for the commercial businesses at College Station. The signs will all be hung from the ceiling over the sidewalk in front of the shops. Mr. Edwards noted that the signs meet the requirements of the sign ordinance. Ms. Lytal asked if additional signage could be placed on the shop windows and doors; Mr. Edwards said it could be put on the windows. Tara Lytal made the motion, seconded by Tim McCartney, to recommend approval of the proposed signage at College Station. The vote was unanimous in favor and the motion carried.

**Site Review – 102 E. Leake Street – Milner & Nixon Law Firm**

(At this time Tara Lytal recused herself from the discussion and vote for this item.) Steven Nixon was present to address any questions related to the new sign for his law firm. He noted that the sign color is the same shade of green that will match the shutters of the house. All requirements of the sign ordinance have been met. Betty King made the motion, seconded by Melanie Greer, to recommend approval of the signage request for Milner and Nixon. The vote was unanimous in favor and the motion carried.

**Other Business:**

There was no other business to come before the Committee. Mr. Ewing noted that the next regular meeting, if needed, would be scheduled for Monday, September 12, 2016.

At this time Tara Lytal made the motion to adjourn and was seconded by Melanie Greer. The vote was unanimous in favor and the motion carried. The meeting was adjourned at 5:10 p.m.

**HISTORIC PRESERVATION COMMISSION**  
**September 12, 2016**  
**5:00 p.m.**

Members present: Bettye King, Brian Hudson, Tim McCartney, Melanie Greer

City officials: Roy Edwards – Community Development

Guest: Dave Riley

Minutes recorded by: Kelly Hall – Community Development

Brian Hudson called the meeting to order at 5:00 p.m.

Minutes from the meeting on August 8, 2016 were reviewed. Betty King made the motion to approve the minutes as presented and was seconded by Melanie Greer. The vote was unanimous in favor and the motion to approve the minutes from August 8, 2016 carried.

**New Considerations:**

**Certificate of Appropriateness – 301 E. College Street – Dave Riley**

Dave Riley is seeking approval of the paint colors he wants to use on his building at 301 East College Street. Colors presented were Classic Light Buff, Protégé Bronze and Universal Khaki. Melanie Greer made the motion to recommend approval of the color choices for 301 E. College Street and was seconded by Bettye King. The vote was unanimous in favor and the motion carried.

**Other Business**

There was no further business to come before the meeting. The next meeting, if needed, will be October 10, 2016.

Bettye King made the motion to adjourn and was seconded by Tim McCartney. The vote was unanimous in favor and the motion carried, adjourning the meeting at 5:05 p.m.

## **ARCHITECTURAL REVIEW COMMITTEE**

**September 12, 2016**

**5:05 p.m.**

Members present: Bettye King, Brian Hudson, Tim McCartney, Melanie Greer, Tara Lytal

City officials: Roy Edwards – Community Development

Guests: Bruce Kirkland, Eric Zmitrovich, P. J. Singh, Johnny Singh, David Sherer, Estelle Sherer, Greg Durrell, El-Amin Bashir, Dr. Stephanie Thomas, D.P.M., Rod Cadenhead, Penni Cooper, Danny Cawthon, Daniel Ching

Minutes recorded by: Kelly Hall – Community Development

Brian Hudson called the meeting to order at 5:05 p.m.

Minutes from the Architectural Review meeting on August 8, 2016 were reviewed. Betty King made the motion to approve the minutes as presented and was seconded by Tim McCartney. The vote was unanimous in favor and the motion to approve the minutes from August 8, 2016 carried.

### **New Considerations:**

#### **Site Review – Windsor Plantation Entrance – Pinehaven Drive**

The plans for the entrance to Windsor Plantation were reviewed. Mr. Kirkland noted that they are now in the third phase of construction. Ms. Lytal asked what color the iron fence will be and was told it would be powder coated black. The colors for the shutters and trim are Virtual Taupe and Accessible Beige. The metal roof will be a dark brown. Mr. Edwards noted the landscaping plan meets all requirements as far as the number of trees and shrubs. Samples of the brick and color samples for the trim on the gatehouse were reviewed. Tara Lytal made the motion to recommend approval of the site plan for the entrance to Windsor Plantation and was seconded by Melanie Greer. The vote was unanimous in favor and the motion carried.

#### **Site Review – Bombay Plaza – 957-A Highway 80 East**

Mr. Zmitrovich and Mr. Singh presented the site plan for a proposed shopping center in the last section of the old Surplus City property, located behind the city's Municipal Annex Building and to the east of Taste of India and the banquet center. A handout showing the colors and materials was presented. The storefront will be a bronzed glass with dark accent materials. Ms. Lytal requested that actual samples of the materials be presented for the committee members to review. It was noted that the Singhs have an option to purchase the vacant lot just in front of the shopping area and will most likely keep it as a green space. Small areas between the retail spaces will also be planted with small trees and shrubs. Tara Lytal made the motion to table this site review until samples of the actual materials and colors can be presented for review. The motion was seconded by Tim McCartney and the vote was unanimous in favor; the motion carried.

#### **Site Review – Cedar Hill Place Entrance – Pinehaven Drive**

Mr. Sherer presented the site plan for the proposed entrance to Cedar Hill Place on Pinehaven. Brick and slate tile samples were presented for review. Mr. Edwards stated that the number of

trees and shrubs meet the requirements of the City's ordinance. Mrs. Sherer stated that the only trees removed from the site were the ones directly in the roadway; all of the other trees will remain and have downlights mounted up in the trees. There will be cameras mounted to photo license tags and drivers' faces in addition to the code-release gates for security. The lights on the sides of the gatehouse will be gas lights. Betty King moved to recommend approval of the site plan for the entrance to Cedar Hill Place and was seconded by Melanie Greer. The vote was unanimous in favor and the motion carried.

**Site Review – Premier Foot Clinic – 705 Highway 80 West**

Mr. Durrell presented plans for the enlargement of Dr. Thomas' clinic; they plan to enclose the porch on the back and one side to give her much needed space. The exterior will be a log exterior to match the existing exterior. If that cannot be accomplished, they would like permission to use a board and batten siding stained to match the logs. Tara Lytal made the motion to approve the plan for the addition to the building at 705 Highway 80 West by enclosing one side porch and the rear porch with the understanding that if they cannot match the existing log exterior, they will use board and batten stained to match. Tim McCartney seconded the motion and the vote was unanimous in favor; the motion carried.

**Site Review – Fresenius Medical Clinic Sign – 105 Johnston Place**

As no one from Fresenius Dialysis Services was on hand to present their request, Tara Lytal made the motion to table this until someone could be present. The motion was seconded by Bettye King; the vote was unanimous in favor and the motion carried.

**Site Review – Pinelake Baptist Church – 201 Clinton Center Drive**

Members from Pinelake were on hand to present the plan and colors for the front of the old theater building that they are converting into a home for their church. The main portion of the building front will be a light gray. The three center sections that extend out from the main building will be a dark gray. The trim will be done in a soft white. Bettye King made the motion, seconded by Tim McCartney, to recommend approval of the site plan and colors for Pinelake Baptist Church. The vote was unanimous in favor and the motion carried.

**Site Review – Entergy Storage Building – 1198 Springridge Road**

Mr. Ching presented the site plan for a storage building Entergy would like to build near the rear of their property on Springridge Road. The building will measure 30' x 80' and will be three-sided with a roof. Tim McCartney moved to recommend approval of the site plans for Entergy's storage building and was seconded by Bettye King. The vote was unanimous in favor and the motion carried.

**Other Business**

There was no further business to come before the meeting. The next meeting, if needed, will be October 10, 2016.

Tara Lytal made the motion to adjourn and was seconded by Tim McCartney. The vote was unanimous in favor and the motion carried, adjourning the meeting at 6:00 p.m.

**ARCHITECTURAL REVIEW COMMITTEE**  
**November 14, 2016**  
**5:00 p.m.**

Members present: Bettye King, Brian Hudson, George Ewing, Melanie Greer

City officials: Roy Edwards – Community Development

Guests: Tim Parkman, J. T. Newman and Daniel Woolridge (E-3)

Minutes recorded by: Kelly Hall – Community Development

George Ewing called the meeting to order at 5:08 p.m. and noted that Mr. Hudson would be a few minutes late.

Minutes from the meeting on September 12, 2016 were reviewed. Betty King made the motion to approve the minutes as presented and was seconded by Melanie Greer. The vote was unanimous in favor and the motion to approve the minutes from September 12, 2016 carried.

**New Considerations:**

**Site Plan Review – Clinton Industrial Park Drive – E-3**

Mr. Parkman wants to expand his business and build a corporate headquarters on Clinton Industrial Park Drive. His company performs environmental industrial cleanup. It will be a 10,000 sf metal building with brick accents. Samples of the brick and the two metal colors were reviewed. Mortar between the bricks will be gray. Mr. Edwards noted that the site plan meets the requirements for setbacks, parking spaces and landscaping. (At this time Mr. Hudson joined the meeting.) Mr. Edwards suggested that E-3 go ahead and get their signage plans ready in time to present them to the Planning & Zoning Committee to review at their next meeting on November 22<sup>nd</sup>. Bettye King made the motion to recommend approval of the color choices and site plan for E-3's corporate office on Clinton Industrial Park Drive and was seconded by Melanie Greer. The vote was unanimous in favor and the motion carried.

**Other Business**

There was no further business to come before the meeting. The next meeting, if needed, will be December 12, 2016.

Bettye King made the motion to adjourn and was seconded by Melanie Greer. The vote was unanimous in favor and the motion carried, adjourning the meeting at 5:21 p.m.