



*Minutes of the Hammond Historic District Commission
December 18, 2019*

Mayor's Office – 310 East Charles

- Meeting called to order by Chairman, Mr. Ryan Faulk, at 11:00 a.m.
- Verification of meeting notice given by Director, Ms. Jennie Garcia

***Let the record show that the HHDC meeting had to be relocated to the Mayor's office due to a Civil Service meeting that needed to use the City Council Chambers. Notice was posted on City Council Chamber doors to ensure that the public knew where to go. ***

- Roll call taken:
 - Present: Shauna Seals, Howard Nichols, Susan Seale, John Exnicios, Jen White, and Ryan Faulk
 - Absent: Jessica Shirey
- Motion to approve the minutes from November 20th, 2019 by Howard Nichols. Second by Jen White.
 - Vote: Shauna Seals (Y), Howard Nichols (Y), Susan Seale (Y), John Exnicios (Y), Jen White (Y), Ryan Faulk (Y)
 - Motion Approved: 6-0

New Business:

- **108 NW Railroad (La Caretta) – Work Without Permit**
 - Application presented by: Jennifer Lee
 - *Essentially 108 NW Railroad, La Caretta Restaurant, installed new awnings without first submitting an application for a Certificate of Appropriateness to the Historic District. A certified letter was sent out to the business and business owner for non-compliance. An application was submitted on Tuesday, November 26th for the replacement and installation of the existing 13' retractable awning at the south façade of the business to replace the existing torn and damaged fabric awning with new Navy Sunbrella fabric covering.*
 - *Jennifer Lee presents the signed application to be reviewed.*
 - *Jennifer Lee – All this is, is an awning that was previously installed; you know a while ago. The fabric was frayed and didn't look so nice, so it was just replaced*

and it was replaced with navy blue fabric to match the other existing awnings. So, that is what the application is for.

- *Ryan Faulk – And when we saw this at the work session and had some discussion about it, for those that weren't there – those who weren't we did make mention a couple of times, reinforcing that applications need to be submitted, I think that was stressed to the management over there.*
- *Jennifer Lee – Yes.*
- *Ryan Faulk – But other than that we didn't have any issue. This is replacement in-kind, it was just updating the color.*
- *Howard Nichols – But if any company in town should know the rules by this time its them.*
- *Ryan Faulk – Absolutely. I don't know if there's any comment or discussion. Any public input at this time? I move that we accept the application as submitted.*
- *Shauna Seals – Can I ask a question? Are we going to address the issue of them with work without an application?*
- *Ryan Faulk – I think the discussion at this time, well last week, because they are replacing a canopy in-kind the work was not objectionable as it has been. It is just procedural at this point. We can certainly discuss it now but...*
- *Shauna Seals – No, if the group has, that's fine. Ok, yes reluctantly.*
- *Motion to approve the application as presented by Ryan Faulk. Second by Jen White.*
- *Vote: Shauna Seals (Y), Howard Nichols (Y), Susan Seale (Y), John Exnicios (Y), Jen White (Y), Ryan Faulk (Y)*
 - *Motion Approved: 6-0*
 - *Jennifer Lee – And this is not an item that is on the agenda but at the work session there was an inquiry made about the monitoring and the status of the tree and making sure that it was ok. So, I did ask about that and apparently there's an annual contract with I guess maybe it's an arborist but a tree professional who monitors it and fertilizes it and then also I think that same person does the work for 113 (113 N. Oak) as well. So I just wanted to let you know I did check on that.*
 - *Ryan Faulk – Thank you.*
- **119 S Cypress (Masonic Lodge) – Parking Lot**
 - *Application presented by: Brandon Smith*
 - *Essentially 119 S. Cypress is seeking to remove the concrete pads located on the rear of their property. The concrete pads will be removed and the lot graded down to the level of the building's first floor, limestone will be laid across the entire lot. The applicant is seeking to remove the concrete pads and regrade the lot due to the outside elevation being 2-4" higher than the interior floor of the building that is causing water intrusion. 811 will be called to mark any utilities prior to any excavation.*
 - *Brandon Smith – I am Brandon Smith and I am with the Masonic Lodge and this is Dwayne McCray also with the Lodge. He is our building committee chair. I am just going to tee up what we are trying to do and then Dwayne can give us some*

specifics. We did meet with the City this morning and had a couple of concerns that we discussed and moving forward some of the things that we will have to do on the permitting process with the City afterwards. But just in generally speaking our tenant downstairs is still getting some water intrusion. Last year or a year prior we talked to the Commission to get the outside of the building repointed, coated, and that fixed a good bit of the water intrusion but it's still happening. So, what we've done is had some folks come out and shoot some grade and I will let Dwayne give us the specifics and determined really that inside the dance studio floor is significantly lower or lower than the outside lot and so we had a couple of contractors to come in and talk to us about what we can do to mitigate that, Dwayne do you want to give us some specifics on what that would look like?

- *Dwayne McCray – I'm Dwayne McCray the building chairman. So this picture here, what you're looking at is actually three separate concrete pads. You have this one right here, you have a small one right here which you can see is the foundation for the stairwell, and there's another one right here. The footings underneath the post for the stairwell, they're actually a separate footing that was poured separate so it's not attached to the concrete slab. What we're looking at doing is, it's a four inch difference between our sub-floors, the top of our concrete floor is four inches higher than the elevation of the Exxon – the parking lot next to the Exxon.*
- *Ryan Faulk – Do you mean higher or lower?*
- *Dwayne McCray – Lower, 4 inches lower. Our floors here (pointing to picture on screen) and the gas station parking lot concrete is 4 inches lower and then the sidewalk you can see right here is actually 9 inches lower than our floor is not as high, as above this. So we're looking at doing removing this concrete, leaving the foundation for the stairwell, leaving the post to protect vehicles from running into the supports, and doing a 4 inch taper with our finish grade would be approximately one inch below our floor sloping 4 inches this way and 9 inches from the highest point coming out to the street.*
- *Ryan Faulk – So you're hold water right now?*
- *Dwayne McCray – Right now the grade is actually slightly going back towards the building. Whenever we did the painting of the building a couple of years ago we were hoping that would address our water intrusion issues. That stopped the majority of it but we are still having a grade issue. So, by removing those two slabs and re-grading the lot and we talked to C.C. (City Building Department Director) this morning and he said we would have to put a 4' X 4' pad next to each one of the two doors on the backside which would in addition, which is not in the permit (COA) that we've worded so far. Are there any questions about the work scope?*
- *Ryan Faulk – You will be re-grading so you will be putting gravel back?*
- *Dwayne McCray – So, correct, we would be removing what we have, getting it down, and the final grade of the limestone – what we're looking to put, would be even with the top of the cement of the current sidewalk. That would not be above or anything like that.*

- *Ryan Faulk – I mean for the purpose of the, we kind of talked about this when we looked at it with the Guidelines, basically we’re taking out and putting the same – similar arrangement what was there.*
- *Dwayne McCray – Correct.*
- *Ryan Faulk – I don’t know this, if we as a Commission have an issue with that as it relates to our Guidelines. It would probably just be the caveat that it meets the requirements of Planning and Zoning for that site.*
- *Brandon Smith – Yeah, it did seem that there is a good bit of work to do on the Planning and Zoning side.*
- *Ryan Faulk – For materials as a concern.*
- *Brandon Smith – Right, absolutely. We just want to make sure we are going through this process here first and do the thing we’re supposed to and then we will work with the City to make sure we meet whatever they need us to meet to get it done the right way the first time.*
- *Tracie Schillace (City Planner) – C.C. and I met him out there this morning and told them they have to have the pads outside of each doorway. The landing for the stairwell has to be there, that’s our fire code, and they have to provide a drainage plan showing where that water is going and it’s not affecting the neighbors and they’re going to have to ask for a variance for the limestone.*
- *Ryan Faulk – Do ya’ll have any comments? Any discussion? Any public input? If ya’ll are in agreement I’ll make a motion that we accept the application as submitted with the requirement that they meet the Planning and Zoning requirement for materials in the parking lot.*
- *Motion to approve the application as presented, by Ryan Faulk. Second by Howard Nichols.*
- *Vote: Shauna Seals (Y), Howard Nichols (Y), Susan Seale (Y), John Exnicios (Y), Jen White (Y), Ryan Faulk (Y)*
 - *Motion Approved: 6-0*

***Let the record show that Jessica Shirey entered the meeting at 11:14 a.m. before the review of 101 W. Thomas – Next Home Real Estate’s application. ***

- **101 W Thomas (Next Home Real Estate) – Canopy**
 - *Application presented by: Rob Anderson*
 - *Essentially 101 W. Thomas, Next Home Real Estate, is proposing to remove the current canopy and replace it. The current canopy is rotting. The applicant is proposing to remove the rotting canopy and replace it with a new aluminum canopy awning with the overhead supports going back into the brick.*
 - *Rob Anderson – My name is Rob Anderson, owner of Certified Roofing & Sheet Metal out of Tickfaw. I was asked to supply you guys two different mockups – the first one I think has already been shot down, is a corrugated style. Structurally that’s the one you guys need to put up there – structurally. The other one is of insulated foam panels – that’s basically a mock-up of what you have right there we can still use what they have right now, the rods. We can use that with the rods going back up. I don’t know what color, galvanized or stainless steel we haven’t*

gotten that too far into it but it will be some kind of a rod like what you have out there right now. You will either have a beam in front of that one or below it to actually hook the rods to.

- *Jessica Shirey – This is the bottom? Like this would be towards the sidewalk and this would be towards the...*
- *Rob Anderson – That would be towards the top, yeah. Now I gave you guys color samples here I don't know what happened to them.*
- *Ryan Faulk – Same colors apply?*
- *Rob Anderson – Yes. That's going to wrap clear around the building right there, the two sides of it.*
- *Ryan Faulk – So, you're saying that you're likely will end up with a strut underneath here?*
- *Rob Anderson – You're going to end up with a bar, a tube going this way where we will mount the rods to.*
- *Ryan Faulk – Oh, ok so if the building is here, so parallel with the building.*
- *Rob Anderson – Yes, this will be against the building you're going to have a C channel back here where it mounts into but at the very front of it there's either going to be a tubing on the front or at the bottom to where you can drill the rods through, it would hold it firmly up in the air.*
- *Ryan Faulk – And that would match the finish?*
- *Rob Anderson – Yes. Everything would be the same color. But they're advising us for whatever reason they told us not to go with the dark bronze. The owner could not get a warranty with the dark bronze because the top of it would fade.*
- *Ryan Faulk – What I didn't see, this looks, we looked at those colors – it's (canopy mock-up) this color plus these?*
- *Rob Anderson – Yes. I was told white don't work for the district.*
- *Ryan Faulk – White doesn't work?*
- *Jessica Shirey – We never said that.*
- *Ryan Faulk – I don't know who said that. We weren't that crazy about these that's for sure. We were actually going to recommend the bronze but if they don't want to use the bronze, I think the white would be appropriate especially since the canopy has been there all these years as white. This is, for us, I think for me this is a better option from a design standpoint. I would like to see when you have it figured out where you're going to support it and where that channel is going to be – a follow up drawing, a shop drawing that shows what that configuration is so that everybody here understands it and knows what we're approving is actually what is going to be installed is the same thing.*
- *Rob Anderson – What I can do is have another mock-up made with a rod on it and also a channel on the back part of it.*
- *Ryan Faulk – I mean you could, you don't have to make a mock-up. You have the capability to do a drawing. I don't know if ya'll are ok with that.*
- *Commissioners agree they are ok with that.*
- *Jennie Garcia – So the original rods aren't going to be used anymore? On the building?*

- *Rob Anderson – Not the old ones, no.*
- *Jennie Garcia – I just wanted to clarify that.*
- *Rob Anderson – Once you start dismantling it the chances of reusing them are going to be slim.*
- *Jen White – But they will be in the same location?*
- *Ryan Faulk – Will you use the same attachment points?*
- *Rob Anderson – At the building itself?*
- *Ryan Faulk – Yes.*
- *Rob Anderson – More than likely yes. We will try our best.*
- *Jessica Shirey – The same size rod and profile?*
- *Rob Anderson – We will try our best.*
- *Ryan Faulk – It will probably be similar but I’m thinking ¾” rod or something to that effect.*
- *Rob Anderson – They may require us to add more in between them. It all depends.*
- *Ryan Faulk – Well that’s why we need to be clear so I think, I mean I would recommend that we table this until next month where you can pull together your details; how that attachment is going to work and how many attachment points.*
- *Rob Anderson – I’m going to get you some shop drawings.*
- *Ryan Faulk asks Commissioners for comments and discussion.*
- *Jessica Shirey – Do we need to table it or can we do, well you can’t do anything anyway; you’re not moving forward with it anyway.*
- *Ryan Faulk – Honestly I would feel more comfortable...*
- *Jessica Shirey – When do you need to, at what point do you figure that out?*
- *Rob Anderson – I can work on that this week. I can get the drawings to you sometime this week. Next week I’m gone all week.*
- *Jessica Shirey – What is your timeline for wanting to get this done?*
- *Rob Anderson – Immediately. It is a safety issue right now, its caving in.*
- *Jennie Garcia – Well we could have a special session. As soon as you get the drawings, cause I have to give a seven days legal notice for a special session but the sooner you get that information, the sooner we can have a special session.*
- *Ryan Faulk – Right, we would need at least 4 of us (quorum) but we could do that.*
- *Rob Anderson – I got a situation out at NASA right now but as soon as I take care of that, I can work on it this afternoon.*
- *Jessica Shirey – Ok I move to table it, this application.*
- *Jennie Garcia – Do you second cause Ryan... did you make the motion?*
- *Ryan Faulk – Well I was just it was a recommendation so, you can make the motion that’s fine.*
- *Motion to table the application as presented for further information, by Jessica Shirey. Second by Ryan Faulk.*
- *Vote: Jessica Shirey (Y), Shauna Seals (Y), Howard Nichols (Y), Susan Seale (Y), John Exnicios (Y), Jen White (Y), Ryan Faulk (Y)*
 - *Motion Approved: 7-0*

- **Updates From Director:**
 - **Compliance Update**
 - *201 W. Thomas (Streetside Market) – Work Without Permit*
 - *106 W. Oak (Southern Elm Formal) – Unapproved Signage*
 - *119 S. Cypress (Main Street Dance) – Temporary Signage*
 - *Since the building owners (Masonic Lodge) were present, the HHDC asked for their assistance to have the business owner, Beth Fagan, to address the issue of the temporary signage. Building owners agreed to assist in this matter. Commissioners also discuss that if the painted sign was changed to vinyl and a formal application was submitted, it would meet the HHDC Signage Guidelines. The issue is to ensure that everyone is in compliance.*
 - *111 N. Oak – In office approval for a replacement & repairs to roof*
 - *207 & 211 W. Morris – Swamp Chestnut Oak/Cow Oak tree will need to be removed due to root rot a fungal like microorganism; cannot be cured*
 - **Expired COAs**
 - *110 W. Robert (S & D Spicy Kitchen) – December 19, 2018*
 - *COA issued for the re-roofing of the existing building including all parapet coping, flashing, gutters, and downspouts as well as the addition of a free-standing shade structure pavilion to be built on the front patio.*
 - *Obtained a building permit from the City that is also expired.*
 - *Ryan Faulk states that he thinks they did put on a new roof it is just the patio shade structure that was not constructed.*
 - *Tracie Schillace requests that the expired COAs are sent to Donna Landeche (Administrative Assistant Building Department) so she can put those properties on hold that way if they call in for an inspection or to renew a permit she knows they must come because she will have the COA and not think that they've expired.*
 - *204 & 206 W. Thomas – December 19, 2018*
 - *COA issued for the rebuilding of the back deck, relocation of condensers, building a floating deck, and the cutting of a window sill to install a French door for access to new deck area*
 - *Jessica Shirey states that they have done interior work and if they have started working then they will not need to come back.*
 - *Jennie Garcia states that she has already contacted Donna regarding the interior work and that was separate permit that was pulled it was not for the COA that was issued on 12/19/2018.*
 - *No building permit issued*
 - *Ryan Faulk questions whether or not the Neill Apartments – 210 W. Thomas has an expired COA; work that was approved has already started so they are not expired.*
 - *2 W. Thomas (DDD) – February 20, 2019*
 - *COA issued for value engineering of materials for the proposed Market Pavilion – revised design trusses, elimination of painted steel support*

curves, and VE roof to brown shingles as well as to include pavers mentioned in the site plan & drawing; pavers have been removed from service street and around monument area.

- No building permit issued
- 108 NW Railroad (La Caretta) – April 17, 2019
 - COA issued for the construction of an addition on the west side of existing building, removal of existing lean-to metal building and dumpster fence enclosure, extending existing roofline to the west with matching shingles, new stucco to match, existing awnings and windows to be relocated to the west wall, removal of three angled parking spaces as well as re-working the sidewalk adjacent to the new addition per site plan.
 - COA was pending City approval
 - COA expired on October 17, 2019
 - No building permits were obtained nor any letter from the City for project approval.
 - Ryan Faulk confirms that all expired COAs were notified by letter. Discussion breaks out on whether or not a certified letter is appropriate or if a regularly posted letter is more appropriate.
- **HHDC Spring Intern**
 - Tammy Williams is a History student at SLU and will be interning with the Hammond Historic District for the spring 2020 semester.
- **Budget**
 - Good standing
- Howard Nicholls – I want to raise one issue. On the house immediately south of John’s (John Exnicios) on the third floor, at the top there is one of those beautiful curved windows but it is faced with plywood. Commissioners discuss which building exactly and who owns it. It is determined that Beezy Landry owns the building – 109 N. Magnolia. Jennie Garcia states that the owner of 109 N. Magnolia has not been notified because it falls into the same category as the Neil Apartments (204 & 206 W. Thomas). Ryan Faulk states that the only reason that the Neil Apartments are contentious because of the two property owners. Jennie Garcia states that she can notify 109 N. Magnolia about the boarded up windows and John Exnicios will send her Bezy Landry’s number.
- **Public Input**
 - Howard Nichols – I have had a long, happy career with Hammond’s Historic District Commission both under Mayor Mason Foster and now under Pete Panepinto. And, with the, after making as completed appeal as I could to the City Council, they disregarded – which is unfortunate, but I just want to for a minute reflect on where we’ve been. We had an uncooperative property owner years ago who had a great deal of money and he hired attorneys and they found a (inaudible) process and we got wiped out. We had to be reestablished. Today, that man is long gone and most of his properties have been put back into commerce by other people. I can think of one exception but there may be others, but you survive these things and we had another illustration in our process today. We have right now two property owners who are buying more and more property downtown and I just feel that the best thing that I can do for the Historic District is to let the City Council

know that they need to back this Commission. So I am resigning this afternoon with a letter to Pete but I wish you all a wonderful holiday season and if there is ever any time that you think I could be of help just give me a phone call.

- *Commissioners discuss Howard’s resignation and are sorry to see him step down.*
- *Howard Nichols – And one other major accomplishment in all of these years has been the creation of a full-time job for this Commission’s Director and they just seem to get better and better. My greatest regret will not be working with you on a regular basis.*
- *Jessica Shirey – I respect your decision and we really appreciate everything that you have contributed to the City and to this Commission.*
- *Commissioners thank Howard for his years of service and will miss him greatly.*

- **Adjournment:**

- Motion to Adjourn by Ryan Faulk and seconded by Susan Seale.
- Vote: Jessica Shirey (Y), Shauna Seals (Y), Howard Nichols (Y), Susan Seale (Y), John Exnicios (Y), Jen White (Y), Ryan Faulk (Y)
 - Motion Approved: 7-0