

**TOWN OF BLACK MOUNTAIN  
HISTORIC PRESERVATION COMMISSION**

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The Black Mountain Historic Preservation Commission held its regular meeting on Wednesday, February 17, 2021, at 6:00 p.m. in Town Hall at 160 Midland Avenue, Black Mountain, North Carolina.

**I. CALL TO ORDER**

The meeting was called to order at 6:03 p.m. with the following members present:

Susan Leive, Chair  
Ron Collins, Vice Chair  
Matthew Turner  
Elaine Loutzenheiser  
Frank Cappelli

Staff:

Jennifer Tipton, Senior Admin  
Dan Cordell, Building Inspector

The meeting was called to order at 6:03 p.m. and duly constituted and opened for business with a quorum of five (5) regular members.

**II. ADOPTION OF AGENDA**

The agenda was adopted by consensus.

**III. ADOPTION OF MINUTES**

There was one amendment to add the time the meeting was called to order under item I. Ron Collins made a motion to adopt the minutes as amended. The motion was seconded by Elaine Loutzenheiser and approved by a vote of 5-0.

**IV. OLD BUSINESS**

None.

**V. NEW BUSINESS**

**1. Historic District Standards Draft and Discussion with Dan Cordell**

Susan Leive welcomed Dan Cordell and explained that they were looking for clarification on how height is determined, rules for buildings that have been damaged or destroyed, and what the tallest building in the historic district is. The commission said that their goal is to maintain the character of the district and asked Mr. Cordell what the typical height of a three-story building would be. Mr. Cordell said that the general rule is ten feet per story so a three-story building would be approximately thirty feet. Jennifer Tipton read way that height is measured and it is measured from the highest adjacent grade to the nearest public roadway. The commission expressed concerns that if all the buildings were destroyed and were rebuilt to forty feet in height that it would affect the character of the district. The commission also expressed concerns about blocking existing vista views and asked that on page twenty-seven, bullet 2, that the following be added "...overall proportions and no dimension shall be overpowering". The commission decided to have the text regarding scale and height to read as "...not to exceed 40' or the height limit of the current zoning district, whichever is less". The commission thanked Mr. Cordell for his help and participation in the meeting.

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Jennifer Tipton went through the list of comments submitted by Susan Leive. They are as follows:

- Page 6: add the area code to the phone number
- Page 7: change the members of minor works committee from Chair and Vice Chair to “two members of the HPC”
- Page 7: clarified that if a CoA is not approved by staff or minor works and the applicant wishes to continue pursuing the CoA, it will have to go before the full commission to be formally denied. It was also noted that if an applicant does not wish to pursue the project further, staff or the minor works committee will report to the full commission so that there is a record.
- Page 8: item number 17 – added “masonry” and deleted “red”
- Page 9: in the flow chart for when a project goes to the minor works committee add “if work requires their approval”
- Page 26: add “Significant Rebuild” to title
- Page 27: size and scale – decided to have listed as “...not to exceed 40’ or the height of the current zoning district, whichever is less”.
- Page 30: clarified that a standalone manufacturing sign is a sign for a specific brand or product. The example used was Town and Country Furnishings and if they wanted to have signs for all the brands of furniture that they have.
- Page 31: awning designs – add the following: “Awning design, pattern and color scheme should be in keeping with the historic period. Background colors selected should be calm and muted. No harsh, loud or garish colors or overpowering wording are allowed on any part of the awning”.

Ron Collins asked if we could add to the references section, the jurisdictions that shared their standards for the commission to review in this process. Ms. Tipton will also make some minor spelling and grammar changes and bring a draft back to the commission in March.

**VI. COMMUNICATION FROM HISTORIC PRESERVATION COMMISSION**

None.

**VII. COMMUNICATION FROM STAFF**

None.

**VII. ADJOURNMENT**

The meeting was adjourned at 7:23 p.m.

Prepared by:

*Susan Leive*  
Susan Leive, Chair

*Jennifer Tipton*  
Jennifer Tipton, Senior Admin