

# Approved

***City of York Board of Architectural Review***  
***Minutes***  
***December 4, 2023***

Members present:

Chairperson Beth Johnston  
Missy Coleman  
Linda Lowman  
Diane Hanlon  
Amber Palmer

Members absent:

Quinn Witte  
Gene Gaulin

Others present:

Planning Director Breakfield  
Zoning Administrator Blackston  
Planner Kimberly Womble

Chairperson Beth Johnston called the meeting to order at 6:32 pm.

**The first item of business** was approval of the draft Minutes from the November 6, 2023 meeting. Upon a Motion by Diane Hanlon, seconded by Linda Lowman, the Board unanimously approved the draft Minutes as submitted.

**The second item of business** was consideration of a certificate of appropriateness (COA) application to renovate the front porch and add awnings to the home located at 210 Kings Mountain Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application partially complied with the HDCDS.

Upon a Motion by Missy Coleman, seconded by Linda Lowman, the Board unanimously denied the first portion of the application regarding the porch renovation as submitted.

Upon a Motion by Diane Hanlon, seconded by Amber Palmer, the Board unanimously conditionally approved the second portion of the application regarding the awnings stating the awnings are approved for the south side of the home behind the porch only.

**The third item of business** was consideration of a certificate of appropriateness (COA) application to replace all windows in the home located at 222 Kings Mountain Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did **not** comply with the HDCDS.

Upon a Motion by Missy Coleman, seconded by Linda Lowman, the Board unanimously denied the application as submitted.

**The fourth item of business** was approval of the 2024 draft meeting calendar.

The Board unanimously approved the 2024 meeting calendar.

**The fifth item of business** was documentation of certificate of appropriateness applications.

**The sixth item of business** was an update regarding staff-approved certificates of appropriateness. Planner Kim Womble indicated that there were zero (0) staff-approved COA applications to report at this meeting.

There being no further business, the meeting was adjourned at 7:00 pm.

Respectfully submitted,

C. David Breakfield, Jr.  
Planning Director

Amanda C. Blackston  
Zoning Administrator

cc: File, Board of Architectural Review 12/4/2023  
Dalton Pierce, City Manager