



## AGENDA

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**The Columbia Historic Zoning Commission will meet on Thursday, February 10th, 2022 at 4:00 p.m. in the Council Chambers on the basement level of City Hall, 700 N. Garden Street to consider the following:**

1. Roll Call
2. Approval Of Minutes

Documents:

[MINUTES\\_JANUARY 2022.PDF](#)

3. 21-0290 - New Building 915 South Main Street  
Request from Douglas Johns for new commercial building construction located at [915 SOUTH MAIN STREET](#). Continued from previous meeting.

**THE APPLICANT HAS REQUESTED TO DEFER THIS ITEM.**

Documents:

[21-0290\\_NEW BUILDING\\_DEFERRAL.PDF](#)

4. 21-0297 - 410 West 7th Street Signage Request  
Request from Jake Hubbell for new commercial signage at [410 WEST 7TH STREET](#). This item was deferred from the January meeting.

**THE APPLICANT HAS REQUESTED TO WITHDRAW THIS ITEM.**

Documents:

[21-0297\\_410 W 7TH SIGN\\_WITHDRAWN.PDF](#)

5. 22-0021 - Revision Of Historic Guidelines  
Request from Development Services to revise section 8.6(b) of the Columbia Historic Guidelines to allow for the colors of black and white in addition to three colors when black and white is used as a signage background.

Documents:

[21-0021\\_GUIDLINE AMENDMENT\\_STAFF RECOMMENDATION.PDF](#)

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Anyone requesting accommodations due to disabilities should contact the City's ADA Coordinator at 931-560-1570 prior to the meeting.

The [2022 meeting schedule](#) and [Historic District Design Guidelines](#) can be found on the City of Columbia Historic Zoning Commission [webpage](#).

An interactive map showing the boundaries of the historic districts can be found accessed from the City's [website](#).

For other questions, please contact the [Department of Development Services](#) at 931-560-1560.

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**CALL TO ORDER:**

Chairperson Kim Hayes called the January meeting of the Historical Zoning Commission for the City of Columbia to order at 4:03 p.m. The meeting was held in Council Chambers, City Hall, basement level.

**ROLL CALL:** Quorum present and included the following:

Present were: Ms. Kim Hayes  
Dr. Hendrickson  
Ms. Melanie Lucas  
Mr. George Nuber  
Mr. Ray Pace  
Ms. Autumn Potter

Absent was: Mr. Joe Kilgore

Other attendees: Mr. Austin Brass, City Planner  
Mr. Kevin McCarthy, Planning Associate II  
Mrs. Sandra Richardson, Secretary  
Mrs. Melissa Sanders, Planning Associate I

**APPROVAL OF MINUTES:**

The December meeting minutes were presented for approval. Mr. Nuber made the motion to approve with Ms. Lucas seconding. Motion to approve passed six to zero.

**AGENDA ITEM #3**

**Case# 21-0253**

**Request from Kaylan Henson of 409 West 6<sup>th</sup> Street for exterior modifications and repair.**

Mr. Brass passed out documentation that Ms. Henson submitted before the meeting.

**Staff Recommendation:**

Mr. Brass presented the details of staff report. This was a request that we heard at last month's meeting. There are three items in this request. Item 1; Replacement of windows with wood clad windows; Item 2; Replacement of front

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door; and Item 3: Replacement of porch steps. In the submitted documents the mutins are the wood profile and not the aluminum.

**Discussion:** *The Commission move the item to the end of the meeting.*

**AGENDA ITEM #4**

**Case# 21-0284**

**Request from Thomas Hansen to install wood fencing at 800 Barrow Court.**

**Staff Recommendation:**

Mr. Brass presented the details of staff report. The guidelines have specific instructions. Guideline H states that new privacy fences shall be located in a rear yard only and are to comply with local code. Plastic and vinyl fences are strongly discouraged. Employing screening such as hedges or planting to minimize the appearance of such fences from the right-of-way is encouraged. There is an existing hedge row up against the right-of-way line. It would be recommended that the hedge row be protected, and the fence be placed beyond the hedge row.

**Discussion:**

Mr. Thomas Hansen, 800 Barrow Court, and Mr. Phil Walker were present to answer questions. Discussion included keeping the hedge row and placement of the fence, landscaping, break up the fence, even pattern along Trotwood, hedge softening, height, and safety concern. Mr. Nuber made the motion to approve with Ms. Potter seconding. Motion to approve passed six to zero. The motion was amended to include as a condition of approval regarding the hedge row. Mr. Nuber made a motion as stated, with Ms. Potter seconding. Dr. Hendrickson asked for clarification, and Mr. Brass stated it was a motion to approve the six feet tall fence with the hedge row remaining in front of the fence for landscaping screening. Motion to approve passed six to zero.

**AGENDA ITEM #5**

**Case# 21-0290**

**Request from Douglas Johns for new building construction and signage at 915 South Main Street.**

**Staff Recommendation:**

Mr. Brass presented the details of staff report. Metal awnings are not allowed in the guidelines. There was a request to install a hanging sign; however, the

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details were not given and that would come in the near future. The guidelines do highlight that the building has to be brick.

**Discussion:**

Mr. Doug Johns, and Evette Johns, C.D. Johns Architect, 606 Riverside Drive, were present to answer questions. Discussion included revitalization, intent, leasing, lighting, start date, time frame, awning, adjacent building metal canopies, building design, projection, metal coping process, prefabricated, windows, material, storefront guidelines, solutions, space between the buildings, zero lot line approval, HVAC, five pilasters, commercial doors, front of the building is concrete block, and site layout. Mr. Brass referenced the Guideline 6.21 C Material. Major exterior wall surfaces in the commercial core shall be brick. Secondary materials may include brick, cast stone, natural stone, terra cotta, metal, cast iron, other traditional material and compatible synthetic materials. Mr. Nuber inquired if brick was still the choice, or if the applicant wanted to evaluate other materials. Further discussion included the sidewalk not appearing level, stepping the elevation, modifications, stressing out the old building, would allowing a gap, call outs, and more details. Ms. Hayes moved to defer, with Mr. Nuber seconding. Motion to defer passed six to zero.

**AGENDA ITEM #6**

**Case# 21-0297**

**Request from Jake Hubbell for new commercial signage at 410 West 7<sup>th</sup> Street.**

**Staff Recommendation:**

Mr. Brass presented the details of staff report. The applicant is requesting to change the sign face on the existing pylon sign, and expansion of the non-conforming sign. However, the guidelines states that the expansion of a nonconforming sign is not allowed. We are looking at the changing of the sign face, but not expanding the sign.

**Discussion:**

Larry Hubbell 712 Trotwood Avenue, was present to answer questions. Discussion included expansion not allowed, other options, using the existing sign size, expand and make the sign conform, with allowance up to 32 square feet, externally lit, being readable from the road to be effective, logo and sign exceeding the number of colors. Additional discussion included back ground of the sign, adding language to the guidelines, considering black backgrounds and white backgrounds as colors or not. Bryson Leach, 1001 Hillcrest Avenue, stated

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it's a matter of sub-straight versus graphic. Mr. Nuber stated that sub-straight is different from a sign that is within a frame. Further discussion included clarification matters, amending the language in the guidelines, revising the language from recommended to required. Ms. Hayes moved to defer this item until next month, with Mr. Nuber seconding. Motion to defer passed six to zero.

**AGENDA ITEM #7**

**Case# 21-0298**

**Request from Lisa Williams for new wall signage located at 808 South Garden Street.**

Mr. Brass presented the details of staff report. The applicant has requested to place four gooseneck lights at the front façade of the building. The proposed gooseneck lighting would be consistent with the guidelines because they are made of metal and shielded downward; however, they are proposing two additional gooseneck lights above the second story windows. It may not be an appropriate location on the building regarding compatibility with scale and placement. As noted, fixtures are to have a matte finish not glossy.

**Discussion:**

Ms. Lisa and Scott Williams, 808 South Garden Street, were present to answer questions. Discussion included only doing the lower sign, it will only have two gooseneck lights, the size and materials conforms, the font type, the existing backer board is black, the backer board is changing to white, and the letters will be black, not reusing the sign from the other store, the lighting is going to be matte, the letters are matte, the old sign did not have "of Columbia" on the bottom. Mr. Brass stated that the guidelines do state the font type overly complex signs that use more than two or three colors are prohibited. Further discussion included the font appeared busy. Dr. Hendrickson made a motion to approve with the condition of adjustment of the font and the two lights as compared to the four, with Ms. Potter seconding the motion. The motion passed six to zero.

**AGENDA ITEM #8**

**Case# 21-0300**

**Request from Bryson Leach for a new projecting signage placed at 40 Public Square.**

**Staff Recommendation:**

Mr. Brass presented the details of staff report. The proposed 5.34 square foot hanging sign is consistent with the guidelines. Specifics regarding the clearance above the sidewalk was given at seven feet; however, the projecting signs Guideline B. states that hanging signs shall have a minimum clearance of seven

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and a half feet above the sidewalk. The proposed external sign lighting would be consistent with the guidelines.

**Discussion:**

Mr. Bryson Leach, was present to answer questions. Discussion included the sign bracket, bulbs, sharing the signage square footage, soft lights, matte on the sign, color scheme, and gooseneck lights. Mr. Nuber moved to approve assuming that the bottom sign is at seven foot six inches above the sidewalk. Ms. Lucas seconded the motion. Further discussion included lighting and appearance. Motion to approve passed six to zero.

**AGENDA ITEM #3**

**Case# 21-0253**

**Request from Kaylan Henson of 409 West 6<sup>th</sup> Street for exterior modifications and repair.**

Mr. Brass passed down documentation that Ms. Henson submitted before the meeting.

**Staff Recommendation:**

Mr. Brass presented the details of staff report. This was a request that we heard at last month's meeting. There are three items in this request. Item 1: Replacement of windows with wood clad windows. Item 2: Replacement of front door. Item 3: Replacement of porch steps. In the submitted documents the buttons are the wood profile and not the aluminum.

**Discussion:**

Ms. Kayla Henson, 409 West 6<sup>th</sup> Street, was present to answer questions. Discussion included maintenance, ordering issues, windows, material change, concerns, grids, price point, brick color, original door, and aluminum cladding. Additional discussion included the front door, busted windows, water damage, replacements, the brick on the steps, painting of non-masonry items and using a historic palette request, exclude the stairs from this packet, gutters, matching the windows, and skirting. Mr. Brass read from the guidelines in reference to item three. Retaining repair porch steps in their original location. When new wood steps are constructed, use closed risers and maintain a scale appropriate to the porch. Replacing wood steps with masonry counterparts is not appropriate. Using pre-cast concrete as a material for porch steps is not appropriate unless it was historically present. Further discussion guidelines regarding additions, corner lot. Mr. Hayes moved to approve aluminum clad windows including the muntins, and excluding the steps, with Mr. Nuber seconding. Motion to approve passed six to zero.



**Case Number:**

21-0290

**Request:**

Request from Douglas Johns for new commercial building construction located at 915 South Main Street.

Deferral Request

**Case Number:**

21-0297

**Request:**

Request from Jake Hubbell for new commercial signage at 410 West 7<sup>th</sup> Street.

Request To Withdraw



Objective: Minimize the visual impacts of signage in primarily residential areas.

## SIGNAGE IN PRIMARILY RESIDENTIAL AREAS

### 8.3 DESIGN SIGNS TO BE EFFECTIVE YET COMPATIBLE WITH THE CHARACTER OF THE DISTRICT

- a. Signage shall not be visually intrusive, overwhelming, or incompatible with the significant features of a particular building, site, adjacent buildings, or the broader district.
- b. Signs should not be mounted on balustrades, cover windows, or obscure, destroy, or diminish character-defining features.
- c. Design should be simple in approach and promote readability. Materials, colors, and lettering should be uniform to promote a cohesive appearance.
- d. Signs should generally reflect only the name, logo, or nature of the business, service, or entity. Signs that display national brand names or logos unrelated to the entity located in the building are prohibited

e. Sign shapes and sizes shall be compatible in size, scale, and in proportion to the building and area in which they are located.

Colors should be complementary to the scheme of the building and promote readability. Generally, signs with more than three colors are prohibited. In addition to three colors, black and white may be used as a signage background.

- a. Signs shall be constructed of durable materials appropriate for the building, site, and district. Metal, wood, stone, and other such traditional materials are encouraged as are urethane and other synthetic materials that approximate traditional materials. Glossy plastics, vinyl, and reflective materials are prohibited.
- b. Wall-mounted signs should be placed near a publicly accessible entrance and shall be on the façade. On converted residential buildings, signs generally should be attached to the first floor,



### 8.6 USE SIGN LETTERING AND COLORS THAT PROMOTE READABILITY

- a. Sign lettering shall not detract from the visual character of the building or district. Lettering should generally be kept simple and the number of words or symbols limited to maintain the sign as easily legible, graphically clear, and free of clutter.
- b. Signs shall have visual consistency in fonts and imagery. Overly complex signs that use more than two or three colors or typefaces are prohibited. **In addition to three colors, black and white may be used as a signage background.**
- c. The use of symbols, logos, and other graphics are encouraged to reduce the need for excessive text. Such elements also contribute to the unique identity of a business or entity.
- d. Sign lettering shall be legible but not out of scale with the specific sign, building, or district. Lettering should generally not exceed 18 inches in height on any sign unless the characteristics of a building warrant a larger typeface.
- e. Signs shall have sufficient color differentiation and contrast between lettering/symbols and backgrounds to make the content legible.
- f. Colors that complement a building's façade materials and trim colors are encouraged.

**SIGN COMPATIBILITY.** The guidelines encourage creativity alongside compatibility. Signs that are appropriately designed and scaled not only complement a building's aesthetic but also allow the business or entity to express its unique identity.

- g. Mounting brackets shall complement the sign color or be a darker color authentic to the material.

### 8.7 DESIGN ACCENT LIGHTING TO ENHANCE NOT OVERWHELM SIGNAGE

- a. Lighting intensity shall be compatible with the location, setting, and character of the building and site. Lighting shall be sufficient to allow for the identification of a business but not detract from the character of the building or streetscape.
- b. Colored lights shall generally be avoided as they are not compatible with the area's heritage.
- c. Lighting shall be directed toward the sign and shielded to minimize light spill onto adjacent areas and properties. Shielded warm lights are most appropriate.
- d. Lighting fixtures shall be appropriately scaled to the building and sign. Fixtures shall be hidden from view or finished in a dark matte color so as to minimize their appearance. All required conduit and junction boxes shall be hidden from view.
- e. Buildings along arterial streets oriented in part toward automobile traffic and certain types of facilities (such as theaters and public buildings) may provide an appropriate setting for greater levels of illumination. Requests will be considered by the HZC and Development Services staff on a case-by-case basis.