

Agenda

Historic District Commission (Remote)

6:30 p.m. October 7, 2020

Zoom Public Meeting via Town of Hillsborough's YouTube Channel

<https://www.youtube.com/user/TownOfHillsboroughNC/>

Public charge: The Hillsborough Historic District Commission pledges to the citizens of Hillsborough its respect. The commission asks members of the public to conduct themselves in a respectful, courteous manner with the commission members and with fellow citizens. At any time should any member of the commission or any citizen fail to observe this public charge, the chair or the chair's designee will ask the offending person to leave the meeting until that individual regains personal control. Should decorum fail to be restored, the chair or the chair's designee will recess the meeting until such time that a genuine commitment to this public charge can be observed.

1. Call to order, roll call, and confirmation of quorum

2. Commission's mission statement

To identify, protect, and preserve Hillsborough's architectural resources and to educate the public about those resources and preservation in general. The Hillsborough Historic District presents a visual history of Hillsborough's development from the 1700s to the 1960s. In 1973, the town chose to respect that history through the passage of the preservation ordinance creating the historic district.

3. Agenda changes

4. Minutes review and approval

- A. Minutes from the August 5, 2020 remote regular meeting.
- B. Minutes from the September 2, 2020 remote regular meeting.

5. Old business

- A. none

6. New business

- A. Certificate of Appropriateness Application: 158 W. Margaret Lane — Applicant Jean Massé requests approval to enlarge an existing front stoop and add a gabled roof at 158 W. Margaret Lane (PIN: 9864-96-9004).
- B. Certificate of Appropriateness Application: 221 E. Queen Street — Applicant Jeremy Alder requests approval to construct a rear second story bedroom addition with vinyl siding to match existing at 221 E. Queen Street (PIN: 9874-17-9653).

7. Updates

8. Adjournment

Due to current public health concerns, the Historic District Commission is conducting its regular meeting remotely on June 3, 2020 utilizing Zoom. Members of the Commission will be participating in the meeting

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remotely. Members of the public will be able to view and listen to the meeting via live streaming video on the [Town of Hillsborough YouTube channel](#). In this new remote process, there are two methods for public comment. Detailed public comment instructions for each method are provided at the bottom of this agenda.

- Written submittals by website contact form
- Speaking during the remote meeting (Pre-registration is required.)

Compliance with the American with Disabilities Act interpreter services and/or special sound equipment is available on request. If you are disabled and need assistance with reasonable accommodations, call the Town Clerk's Office at 919-296-9441.

Please use the bookmark feature to navigate and view the item attachments.

Public Comment Instructions

Public Comment – Written

(for items not on the agenda, agenda items and public hearings)

Members of the public may provide written public comment by submitting it via the Historic District Commission [contact form](#) by noon on the afternoon of the meeting.

When submitting the comment, include the following:

- The date of the meeting
- The agenda item (example: 5C) you wish to comment on
- Your name, address, email and phone number

Members of the Historic District Commission and Town staff will be copied on all comments submitted.

Public Comment – Verbal

(for items not on the agenda, agenda items and public hearings)

Members of the public will be asked to contact town staff using the [contact form](#) no later than noon on the day of the meeting and indicate they wish to speak during the meeting.

When submitting the request to speak, include the following:

- The date of the meeting
- The agenda item (example: 5C) you wish to speak on

- Your name, address, email and phone number
- The phone number must be the number you plan to call in from if participating by phone

Prior to the meeting, speakers will be emailed a Zoom participant link to be able to make comments during the live meeting. Speakers may use a computer (with camera and/or microphone) or phone to make comments.

Speakers using the phone for comments must use the provided PIN/Password number.

The public speaker's audio and video will be muted until the board gets to the respective agenda item(s). Individuals who have pre-registered will then be brought into the public portion of the meeting one at a time.

If a member of the public encounters any concerns prior to the meeting related to speaking, please contact Town Staff via the [contact form](#).