

**MINUTES OF THE REGULAR MEETING OF THE  
HISTORIC PRESERVATION COMMISSION  
SANFORD, NORTH CAROLINA**

The Historic Preservation Commission met in regular session in the Buggy Conference Room, 115 Chatham Street, Sanford, NC, on Monday, January 23, 2023, at 6:00 PM.

**ROLL CALL**

Members Present:                Jason Cline  
   Nate Dobbs  
   Charles Petty  
   Jim Erb  
   Delorian Wicker  
   Aidan Harbison

Staff Present:                    Liz Whitmore, Historic Preservation Planner II  
   Angela Baker, Clerk to the Board

Having noted the presence of a quorum, Chair Cline called the meeting to order.

**APPROVAL OF AGENDA**

Board member Dobbs made the motion to approve the agenda, seconded by Board member Erb seconded the motion. The motion carried unanimously.

**APPROVAL OF MINUTES**

Board member Erb made a motion to approve the minutes from November 27, 2022. Board member Petty seconded the motion. The motion carried unanimously.

**NEW BUSINESS**

- a. Revisions to Downtown Guidelines and Public Comment during meetings.
  1. Staff Whitmore stated that it had been discussed previously to move the public comment period from Item #4 to Item #7. She also stated that there needed to be a 3-minute time limit. She stated that this would be voted on next month.
  2. Amendment to Awnings will need to be approved at the next meeting. It needed to clarify that if you take down all the supporting structure, you have to replace with a 3ft awning. If the structure remains, you can replace with original.
  3. Signage for Windows / Doors Exhibit A-C  
UDO allows 30% coverage of windows. Recommend changing to 30% coverage of per window; any signage professional installed; and requires a minor COA. Strip lighting is not allowed under any circumstances. Holiday lightening and decorations are allowed in windows from November – January 31<sup>st</sup>. The lights be

clear and non-flashing or blinking. Minor COA is required for all holiday lightening.

- b. 2023 Meeting Schedule
- c. Piedmont Blues Mural dedication  
The dedication will be May 13<sup>th</sup>.

OLD BUSINESS

- a. COA's Exhibit D

ADJOURNMENT

With no further business to come before the Board, the meeting was adjourned on motion of Board member Petty, seconded by Board member Erb, and unanimously carried. The meeting was adjourned at 6:45 pm.

Adopted this 27<sup>th</sup> day of February, 2023.

BY:   
Jason Cline, Chair

ATTEST:

  
Angela M. Baker, Clerk