HATTIESBURG HISTORIC COMMISSION PUBLIC HEARING MEETING SCHEDULE 2020-2021 CALENDAR*

(All meetings are held at the Jackie Dole Sherrill Community Center, 220 W. Front St.)

2020

January 8, 2020 February 12, 2020 March 11, 2020 April 8, 2020 May 13, 2020 June 10, 2020 July 8, 2020 August 12, 2020 September 9, 2020 October 14, 2020 November 18, 2020** December 9, 2020

2021

January 13, 2021 February 10, 2021 March 10, 2021 April 14, 2021 June 9, 2021 July 14, 2021 August 11, 2021 September 8, 2021 October 13, 2021 November 10, 2021 December 8, 2021

*Application deadlines are ten (10) days prior to each meeting

**rescheduled hearing date due to Veterans Day

Historic Commissioners

Tom S. Ramirez Boldo, Chair Margaret Dwight Shelton, Vice-Chair Michael Anderson Rion Snowden Glenn Nees Mary Halliwell Cory Ferraez Patti Mowery

City Council

Carter Carroll, President Mary Dryden, Vice-President Deborah D. Delgado Jeffrey George Nicholas R. Brown

> Mayor Toby Barker

Historic Preservation Planner Russell Archer

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Historic Conservation & Preservation

Hattiesburg, Mississippi



Department of Urban Development Planning Division P.O. Box 1898 Hattiesburg, MS 39403-1898 601.545-4599 Fax: 601.545-1962

The Hattiesburg Historic Conservation

Ordinance was passed in June 1985, declaring that:

"the protection, enhancement and perpetuation of properties of cultural, architectural, archaeological or historic merit is a public necessity and is required

in the interest of the health, prosperity and welfare of the people."

The Historic Conservation Ordinance*:

- Creates the Hattiesburg Historic Conservation Commission (HHCC) to guide the protection and development of the historic resources of the community.
- Provides for the establishment of historic conservation districts and other historical, cultural and architectural landmarks and sites.
- Requires that a *Certificate of Appropriateness* (COA) or a *Letter of Compliance* (LOC) be issued for <u>exterior</u> alterations to properties within the designated districts.
- Exterior alterations include, but are not limited to: repairs, remodeling, demolition, new construction, tree removal, and alteration or addition of fences, walks, driveways or other major landscaping elements.

*The ordinance applies to the following districts:

- o Hattiesburg Historic Neighborhood District
- North Main Historic District
- Oaks Historic District
- Newman-Buschman Historic District
- Parkhaven Historic District
- Hub City Downtown Historic District
- Others as designated by City Council.

Hattiesburg Historic Conservation Commission

The Hattiesburg Historic Conservation Commission (HHCC) is a nine-member board of volunteer citizens who often live in historic neighborhoods and are appointed by the Mayor and ratified by the City Council, for the purpose of guiding and protecting the City's historic resources.

Historic Conservation Commission members meet monthly to review *Applications for Certificates of Appropriateness*. The review process is guided by the Historic Conservation Ordinance and the *Hattiesburg Design Guidelines Manual*, adopted by the City and based on the U.S. Secretary of the Interior's *Standards for Rehabilitation*.

Hattiesburg's Design Guidelines include but are not limited to the following criteria:

Exterior alterations should be compatible with the building itself; original design and style must be considered.

Signs should be compatible with the building with which it is related; the materials, style, size and patterns used should be compatible with the building and environment. **New construction** should be visually compatible with the buildings and environment to which it is related, maintaining the rhythm created by building masses, relationships between windows and door, materials and texture, and other factors.

Demolition in locally designated historic districts is not appropriate, although it may be considered under extenuating conditions. If, for example, the structural stability of a building poses a hazard to public health and safety, or if the conditions of the building are such that rehabilitation is not feasible.

CERTIFICATE OF APPROPRIATENESS Application Process*

Applicants are encouraged to call & schedule an appointment with the Historic Preservation Planner at 601-554-1031, to obtain information and guidelines prior to planning their projects.

To apply for a *Certificate of Appropriateness* (COA):

- 1. Obtain an *Application for a Certificate of Appropriateness* from the Planning Division (via walk-in or email <u>rarcher@hattiesburgms.com</u>)
- 2. Complete the application and attach all pertinent information such as drawings, descriptions, materials, and product specifications.
- 3. Return form and any supplemental materials to the Historic Preservation Planner.
- 4. Provided that a complete application is submitted with all required information by the agenda cutoff date, the request will be placed on the agenda for the next monthly meeting of the HHCC (generally the second Wednesday of each month).

*The agenda cutoff date is generally 10 days prior to the Commission meeting to allow for proper notification and posting.

- 5. Meetings of the HHCC are public hearings. Consequently, notice of the meeting is posted on a sign on the applicant's property at least five days prior to the commission meeting.
- 6. Applicants or their representative are required to attend the hearing in order to answer questions about the application
- 7. Following presentation of the Applications for COA, members of the HHCC discuss and take action on each application.
- 8. Once a COA is approved and signed, applicants may obtain any additional permits that may be required for their project (i.e. building permits, flood elevation certificates, etc.)

*Refreshing painted surfaces, interior alterations, and routine repairs or maintenance do not require a COA; however, *Letters of Compliance* and Building Permits may be required for such work.