



**AGENDA**  
**THE HISTORICAL PRESERVATION REVIEW COMMISSION**

April 3<sup>rd</sup>, 2023  
Public Safety Building  
5:00 pm

- I. MEETING CALLED TO ORDER
- II. ROLL CALL OF MEMBERS-
- III. APPROVAL OF MINUTES – 3.6.23
- IV. NEW BUSINESS
  1. HPRC 23-05— Natalia Parker is applying for a **Certificate of Appropriateness** at 101 Fairmont Avenue for a sign.
- V. OLD BUSINESS
- VI. ADJOURNMENT

**Historic Preservation Review Commission**  
**Minutes**

**The regular meeting of the Historic Preservation Review Commission was held March 6<sup>th</sup>, 2023 in the Public Safety Building located at 500 Quincy St.**

**Meeting Called to Order:** 5:07 p.m.

**Roll Call of Members:**

President Tracy Evans; present  
Mike Jura; present  
Madelaine Shultz; absent  
Troy Snyder; absent  
Jason Wright; present

**Staff:** Shae Strait - Director of Planning  
Carly O'Dell Jones - Asst. Planner

**Approval of Minutes:** President Evans postponed approval of minutes.

**New Business:** HPRC 23-04 – Dan Swiger of Main Street Fairmont is applying for a certificate of appropriateness to put gates to close off the space between 222 and 228 Adams Street.

Dan Swiger, director of Main Street Fairmont, presented the petition. He stated that the current use of the pedestrian path between the buildings located at 222 and 228 Adams Street has been problematic. The request is to install a metal gate at the Adams Street opening and a wooden gate at the rear of the buildings. The gates will be locked, but residents and tenants of both buildings will have keys, as will Republic Services and any necessary emergency services will have access when needed. President Evans asked the board if they had any questions. There were no further questions.

President Evans asked for a vote. Board Member Jura made a motion to approve HPRC 23-04. Board Member Wright seconded the motion to approve HPRC 23-04.

**Roll Call Vote**

Board Member Jura; yes.  
Board Member Wright; yes.  
President Evans; yes.

**Motion Passed.**

**Approval of Minutes:** President Evans asked for a motion to approve the minutes from February meeting. Jura made a motion to approve the minutes. Wright seconded the motion. All were in favor.

**Old Business:** none

**Adjournment:** President Evans asked for a motion to adjourn the meeting. Board Member Jura made a motion to adjourn. Board Member Wright seconded said motion. All were in favor.  
The meeting was adjourned at 5:11 pm.



HISTORIC PRESERVATION REVIEW COMMISSION  
STAFF REPORT FOR HPRC 23-05  
April 3, 2023

## Introduction

Natalia Parker is applying for a certificate of appropriateness at 101 Fairmont Avenue to place a sign in the front yard for her business.

## Summary

Natalia Parker is requesting a certificate of appropriateness to place a sign for her business at 101 Fairmont Avenue. 101 Fairmont Avenue is a contributing historic structure known as the Traction Freight House (building 22 on the downtown historic district map). Natalia is a tenant in said building which is owned by the Fairmont Community Development Partnership.

The HPRC reviewed and granted a certificate of appropriateness in December 2022 for a similar sign in the same location for the Rambling Root. Natalia's sign will go underneath the Rambling Root sign.



Figure 1. Proposed location of sign

## Historic Preservation District Design Standards

### 2.6 Signs and Awnings

Historically, signs in downtown Fairmont have taken two forms: projecting signs and wall signs. Wall signs are sometimes done in relief, though more often they are flat with simple lettering and decorative elements around the edges. Projecting signs are generally small, hang from wrought or cast-iron arms, and convey the business name in simple lettering. Projecting signs with lettering in relief or more than one support arm can also be found but are less common. Signage sometimes appears on the drip line of a straight awning, particularly in the portion of the Historic District across Coal Run from the main section of downtown. As in many towns, advertisements were painted in large, straightforward lettering on the sides of buildings; few of these survive, but those that do add to the district's historical character.

Many of the district's historic buildings display the name of the building, its year of construction, and/or the street address prominently on the building's frontage. The building name most often appears in relief in the frieze or pediment above the main entrance or at the midpoint of the cornice. Address and year of construction are placed in a wider variety of locations but are nonetheless often permanently rendered in relief in stone or concrete. Address and other signage often appear in the transom above the main entrance as well.

### A. Standards

1. Significant historic signs and landmark signs within the district shall be preserved and

maintained unless there is a compelling reason to do otherwise, as determined by the HPRC.

2. Original signage incorporated into the architectural detail of commercial buildings shall also be preserved unless there is a compelling reason to do otherwise, as determined by the HPRC.
3. New signage on commercial and institutional buildings shall be compatible with and enhance the architectural style and details of the building façade and not obscure or damage significant building features or details.
4. All new signage must comply with the City of Fairmont Sign Ordinance.
5. Signs and awnings and their supporting structures shall be maintained in good repair.

### **Staff Comments**

Staff believes the proposed sign adheres to the regulations of the Downtown Historic District Design Standards. It does not exceed the square footage allowed for this site. Staff does not believe the addition of a new sign affects or damages any of the historical significance of the site or building and recommends granting this Certificate of Appropriateness.

### **Attachments**

Please see the attached application and supporting documents submitted by the petitioner.



**Historic Preservation Review Commission  
Certificate of Appropriateness**

**Planning & Development Department**  
200 Jackson St., Fairmont WV 26554  
Phone (304) 366-6212, Ext 333

**DEPARTMENT USE ONLY (Sign and Date)**

Date Referred to HPRC: \_\_\_\_\_

HPRC Official: \_\_\_\_\_ Approved / Denied / No Action Necessary

Building Inspector: \_\_\_\_\_ Approved / Denied / No Action Necessary

**I. APPLICANT/OWNER INFORMATION**

APPLICANT'S NAME: Natalia Parker

ADDRESS: 216 McKinney street

CITY: Fairmont STATE: WV ZIP: 26554

PHONE: 304 365 2988 EMAIL: Nataliaparker1976@gmail.com

IF NOT THE PROPERTY OWNER—OWNER'S NAME: \_\_\_\_\_

**II. PROPERTY INFORMATION**

PROPERTY ADDRESS: 101 Fairmont Ave

PROPERTY TAX MAP AND PARCEL NO: \_\_\_\_\_

LOT SIZE: \_\_\_\_\_ sq. ft. OR DIMENSIONS: \_\_\_\_\_

**III. CONTRACTOR INFORMATION (IF APPLICABLE)**

CONTRACTOR'S NAME: \_\_\_\_\_

CITY LICENSE NUMBER: \_\_\_\_\_

**IV. DESCRIPTION OF PROPOSED WORK (PLEASE CHOOSE ALL THAT APPLY)**

- New Construction
- Demolition
- Addition
- Repairs and Alterations
- Moving Building
- Fence / Site Wall
- Sign Erection
- Awning
- Color Change
- Other: \_\_\_\_\_

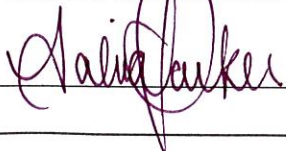
TOTAL COST: \$212.93

DESCRIPTION: put sign up to promote my business.

**PLEASE ATTACH DRAWINGS, PLANS, PHOTOGRAPHS, ETC. AS NECESSARY**

**V. SIGNATURE AND ACKNOWLEDGEMENT**

I hereby certify that all information herein provided is true and accurate. I hereby authorize the inspection of the above premises by authorized agents of the City of Fairmont at any reasonable time in order to determine compliance with the Historic Preservation Review Commission.

Signature: 

Date: 02-28-2023