

**City of Columbia**  
HISTORICAL ZONING COMMISSION  
June 18, 2025

**TO ORDER:**

Vice-Chairperson Mr. George Nuber called the June meeting of the Historic Zoning Commission for the City of Columbia to order at 4:00 p.m. The meeting was held in Council Chambers, City Hall, basement level. Mr. Nuber welcomed everyone to the meeting.

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

Present were: Ms. Lorie Fisher  
Mr. Michael Lawrence  
Mr. Zach Hooten  
Mr. George Nuber  
Mr. James Shannon

Absent were: Ms. Melanie Lucas  
Ms. Autumn Potter

Other attendees: Mr. Robert Archibald, Principal Planner  
Mr. Austin Brass, City Planner  
Ms. Sandra Richardson, Recording Secretary

**2. 1. APPROVAL OF MINUTES:**

The May meeting minutes were presented for approval. Mr. Shannon moved for the approval of the minutes, with Ms. Fisher seconding. The minutes were approved five to zero.

**3. New Business**

**AGENDA ITEM #3.1**

**Case# 25-0186**

Request from Abby Youngblut for exterior alterations approval including awning removal with window, door, and frieze board replacement at 28 Public Square, Downtown Commercial Historic District.

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**Staff Recommendation:**

Mr. Nuber read the agenda item. Mr. Archibald presented the details of the staff report. Mr. Archibald included all of the specific guidelines referenced in his review in the staff report. Staff is supportive of many of the requested changes, excluding Item number four.

**Discussion:** Ms. Abby Youngblut was present to answer questions. The discussion included door types, guidelines, being flexible, door options, the entrance way, options, door with dead board lock, material, paint, wood stain choice, secondary door option, signage, awning, and the light fixture. Mr. Shannon moved to approve with the presented light fixtures, and the secondary garage door, and simplicity subject to any staff oversight that may arise between now and then. Mr. Nuber stated since you didn't mention specific light fixtures you meant the three. Mr. Shannon stated that the long one, light fixture number three, and Ms. Fisher seconded. The motion to approve with conditions passed five to zero. Mr. Archibald stated that the applicant will receive a Certificate of Appropriateness from him.

**AGENDA ITEM #3.2**

**Case# 25-0190**

Request from Mr. Rick Tillis for exterior alterations approval including window and door replacement and façade materials at 105 West 7<sup>th</sup> Street, Downtown Commercial Historic District.

**Staff Recommendation:**

Mr. Nuber read the agenda item, and called for the staff report. Mr. Robert Archibald gave the details of the staff report. Staff is supportive of the request as it meets the standards outlined in the Historic Guidelines and does not change the character of the Downtown Commercial Historic District nor the structural elements of the building.

**Discussion:**

Mr. Rick Tillis was present to answer questions. The discussion included wood clad, aluminum clad windows, deterioration, hardy board, metal windows, repainted, doors new, panels will be made and applied to the doors, aluminum clad door, the door bottoms will probably be made out of wood, the projection sign out front, residential guideline, panels appropriate look, no visuals, the renderings will be painted, and the current doors are aluminum clad wood, and trim. Mr. Tillis is ok with leaving the door as

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is. He also stated that the doors will be copper color as shown in the picture. The doors are completely smooth, as in the picture, and the mailbox will remain. Ms. Fisher asked if this project included any brick improvement, and she asked is that correct. Mr. Tillis stated no. Mr. Archibald address the discussion on the door. Mr. Shannon moved to approve, with the doors kept original, and Mr. Lawrence seconded. The motion to approve passed with a vote of five to zero. Mr. Archibald stated that he will be sending out the Certificate of Appropriateness.

**AGENDA ITEM #3.3**

**Case# 25-0195**

Request from Adam York for exterior alterations approval including door replacement at 30 Public Square, Downtown Commercial Historic District.

**Staff Recommendation:**

Mr. Nuber read the agenda item, and called for the staff report. Mr. Robert Archibald gave the details of the staff report. Mr. Archibald stated that staff supports this request as the proposed changes will not be intrusive to the character of the district, and the window glazing more akin to the original design.

**Discussion:**

Mr. Adam York was present to answer questions. Mr. Nuber discussed the replacement being a solid door, glazing single pane, and insulated glazing. Discussion included the door resembling the replacement, the new door will have solid glass instead of two panes, door refinish, dark stain, and redoing the trim. Mr. Shannon asked about signage. Mr. Archibald explained that staff will administer approval for the signage. Ms. Fisher moved to approve as presented, and Mr. Shannon seconded. The motion to approve passed five to zero.

**AGENDA ITEM #3.4**

**Case# 25-0202**

Request from Jacquelyn Davis for exterior alterations approval including door and window replacement and storefront façade materials at 106 West 7<sup>th</sup> Street, Downtown Commercial Historic District.

**Staff Recommendation:**

Mr. Nuber read the agenda item, and called for the staff report. Mr. Robert Archibald gave the details of the staff report. Staff's recommendation is approval with condition. Staff is supportive of the submission presented for the exterior façade rebuild, with the exception of the replacement windows. The composite double-hung windows proposed for replacement of the single-pane storefront windows is not a

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representation of 19<sup>th</sup> Century Storefront design and is not historically accurate. Staff can support the Certificate of Appropriateness request for the installation of the new storefront with the condition that the applicant revise plans to maintain the original single-pane storefront glazing as represented in the original design. Staff recommends approval subject to conditions.

**Discussion:** Ms. Jacquelyn Davis was present to answer questions. Discussion included windows, awning, signage doesn't change, single pane glazing, double pane, staff concerns, and composite windows. Mr. Shannon asked Mr. Archibald to repeat his concerns. Mr. Archibald discussed staff concerns. Mr. Nuber offered suggestions in reference to options so the windows don't overlap each other, the windows create the historical look, when looking at them you will see the fixed glazing. Additional discussion included opening the windows, casements, hybrid solution, storefront being operable, materials, grant, and conditional approval. Mr. Archibald suggested making approval either or with casement windows on the reset portion, with fixed single pane, or all single panes. Mr. Shannon moved to approve subject to conditions referencing the front glazing specifically that they will either all be single or framed pane glass or inset with operability cladding casement appropriate material or with the solid all the way across with appropriate windows material. Mr. Hooten seconded the motion. The motion to approve with conditions passed five to zero.

Mr. Archibald will not issue the Certificate of Appropriateness until he receives the direction from the applicant.

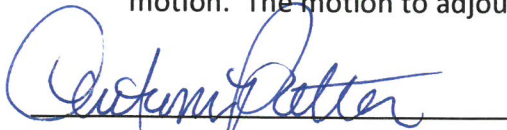
#### 4. Other Business

##### 1. Administrative CoA's

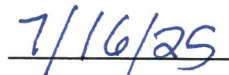
Mr. Archibald stated that there were Administrative CoA's to share with the Commission. He discussed the CoA's for 23 Public Square, and 26 Public Square.

#### 5. ADJOURNMENT:

Mr. Shannon made the motion to adjourn the meeting with Mr. Nuber seconding the motion. The motion to adjourn passed five to zero. The meeting adjourned at 5:22 p.m.



Historical Zoning Commission Chairperson



Date