

MAYOR
Byron James McAllister

MAYOR PRO-TEM
Joe Scarboro

COUNCILMEMBERS
Amy West Whitley
Susan Parrish Watson
William Overby



**INTERIM
TOWN MANAGER**
Phillip McDaniel

TOWN CLERK
Dalton Larsen-Batten

TOWN ATTORNEY
Alan "Chip" Hewett

**2024-032-O: AN ORDINANCE TO AMEND CHAPTER SEVENTEEN OF THE CODE OF
ORDINANCES OF THE TOWN OF SELMA**

WHEREAS, Town of Selma staff has initiated text amendments to Chapter Seventeen of the Town Code of Ordinances to amend Sec. 17-420. – Historic Districts.

WHEREAS, On November 18, 2024, the Appearance Commission reviewed the amendment(s); and made a motion to recommend to Town Council.

WHEREAS, On December 23, 2024, the Planning Board reviewed the amendment(s); the motion carried to recommend was unanimous.

WHEREAS, On February 11, 2025, the Town Council reviewed the formal amendment(s) and unanimously voted to approve all proposals as submitted.

NOW, THEREFORE, BE IT ORDAINED THAT:

Section. 1. The Town of Selma Code of Ordinance is hereby amended to read as follows:

Sec. 17-420. - Historic Districts.

P. Administrative Approval of Minor Works.

1. Notwithstanding Section 17-420G., above, upon receipt of a completed application, the Planning Director (also referred to as the Zoning Administrator) may issue a certificate of appropriateness for minor works that are consistent with the provisions of Section 17-420H., above, and the Design Principles and Standards adopted by the Commission. If the Zoning Administrator determines that an applicant seeks a certificate of appropriateness for a minor work as defined herein, he may waive the requirement that the application be submitted twenty-one (21) days prior to the next Commission meeting and the requirement that the application contain the names and addresses of nearby property owners.
2. Minor works are defined as those exterior changes that do not involve a change to the visual character of the property and do not involve substantial alterations, additions or removals that could impair the integrity of the property and/or district as a whole. The Zoning Administrator shall make the determination as to whether the application involves a minor work as defined herein. **See the table below for list of Minor and Major Work projects. The Minor works list is only to apply to the West Selma Historic District, all projects located in the Downtown and the Richard B. Harrison District(s) are still to come before the Commission for review.**

TYPE OF WORK	STAFF REVIEW (MINOR WORK)	APPEARANCE COMMISSION (MAJOR WORK)
EXAMPLES OF PROJECTS BY FEATURE		
ROUTINE MAINTENANCE (includes repair or replacement where there is no change in design, materials, or general appearance of elements of the structure or grounds)	No Review	No Review
CONSTRUCTION of a new primary structure		X
ADDITIONS to a primary structure		X
DEMOLITION of a structure		X
RELOCATION of a structure		X
REMOVAL of historic materials		X
REMOVAL /alteration of archaeologically significant features		X
Alteration of ACCESSORY STRUCTURES with no expansion of building footprint	X	
New ACCESSORY STRUCTURES with a total area of less than 144sq.ft.	X	
New ACCESSORY STRUCTURES with a total area of more than 144sq.ft.		X
Demolition of an ACCESSORY STRUCTURE that is architecturally or historically significant		X
Alteration/construction/removal of ARCHITECTURAL DETAILS		X
Alteration/construction/removal of AWNINGS	X	

Alteration/construction/removal of CANOPIES	X	
Alteration/construction/removal of CARPORTS		X
Alteration/removal of service/utility CHIMNEYS	X	
Alteration/construction/removal of character-defining CHIMNEYS		X
Alteration/addition of DECKS with a maximum height of 42" or less	X	
Alteration/addition/construction of DECKS with a maximum height of more than 42"	X	
Removal of DECKS	X	
Alteration/removal of DOORS /door openings/trim		X
Installation of DOORS /door openings/trim		X
Alteration/construction/removal of DORMERS visible from the public right-of-way		X
Construction of DRIVEWAYS		X
Alteration/removal of DRIVEWAYS	X	
Alteration/removal of FENCES , walls 42" or less in height (like for like)	X	
Alteration/construction/removal of FENCES , walls, greater than 42" in height		X
Alteration of exposed FOUNDATIONS	X	

Alteration/construction/removal of GARDENS , planting beds, or shrubbery affecting less than 25% of front yard area or side yard on corner lots	X	
Alteration/construction/removal of GUTTERS and downspouts	X	
Construction of HEDGES or other screen plantings 42" or less in mature height	X	
Construction of HEDGES or other screen plantings greater than 42" in mature height	X	
Removal of existing HEDGES or other screen plantings greater than 42" in height		X
Pruning of HEDGES originally installed for the purpose of screening views	X	
Alteration/construction/removal of HOUSE NUMBERS	X	
Review of LANDSCAPE master plan affecting less than 25% of the front yard and 25% of the side yard on corner lots	X	
Review of LANDSCAPE master plan affecting more than 25% of the front yard and 25% of the side yard on corner lots		X
Alteration/installation/removal of exterior LIGHTING fixtures	X	
Alteration/installation/removal of MAILBOXES	X	
Installation/relocation/removal of MECHANICAL EQUIPMENT such as heating and air conditioning units	X	
Painting of previously unpainted MASONRY		X
Alteration/removal of existing PARKING lots	X	
Construction of/addition to PARKING lots		X

Construction of/alteration/addition or removal of PATIOS	X	
Construction/alteration/addition/removal of PORCHES		X
Construction/alteration/addition/removal of RAMPS or lifts	X	
Alteration of ROOF MATERIALS and/or forms		X
Installation of SATELLITE dishes or antennas	X	
Construction/alteration/removal of existing SHUTTERS	X	
Alteration/removal of SIGNS		X
Installation of SIGNS		X
Installation of SKYLIGHTS	X	
Alteration/construction/removal of exterior STAIRS and steps	X	
Construction of new exterior STAIRS and steps	X	
Alteration/construction/removal of STOREFRONTS		X
Alteration/construction/removal of STORM DOORS	X	
Alteration/construction/removal of STORM WINDOWS	X	
Alteration/addition/construction of SWIMMING POOLS	X	

Removal of SWIMMING POOLS	X	
Planting a new TREE with mature sizes 8" or greater in diameter, measured 4'6" above ground level	X	
Removal of TREES with a combined stem girth of 8" and greater in diameter, measured 4'6" above ground level		X
Removal of dead, diseased, or dangerous TREES with a combined stem girth of 8" or greater in diameter, measured 4'6" above ground level	X	
Pruning of TREE limbs 4" or greater in diameter	X	
Installation/alteration/removal of VENTS and ventilators	X	
Alteration/construction/removal of WALKWAYS from the sidewalk to the house		X
Construction of new WALKS		X
Alteration of existing WINDOWS , sash, window opening, or trim (like for like)	X	
Installation of new WINDOWS		X
Installation of WINDOW AIR CONDITIONERS	X	
Alteration/construction/removal of other noncontributing appurtenant features and accessory site features not specifically listed	X	
Alteration/construction/removal of other contributing appurtenant features and accessory site features not specifically listed		X
Most changes to previous COAs (if minor work)	X	
Changes in previous COAs deems by staff to be substantial in nature		X

Renewal of expired COAs (COAs are valid for one year and can be renewed for one additional year)	X	
Emergency installation of Temporary Features to weatherproof or stabilize damaged property following a natural disaster or declared state of emergency: six month duration; replacement with in-kind reconstruction or an approved COA	X	

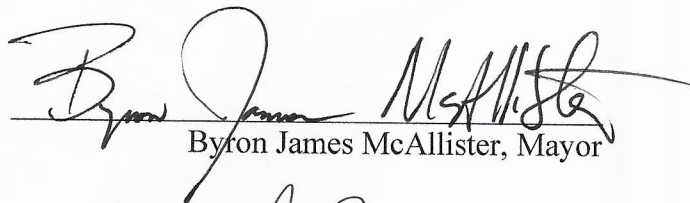
3. The Zoning Administrator may approve but may not deny an application for a certificate of appropriateness for minor works. If the Zoning Administrator decides not to issue a certificate of appropriateness for a minor work, the application shall be referred to the Commission for action.
4. A decision by the Zoning Administrator to issue a certificate of appropriateness for minor works may be appealed to the Board of Adjustment in the same manner as other administrative decisions by the Zoning Administrator.

Section 2. The Clerk is hereby authorized to insert such amendments into the official Code of Ordinances of the Town of Selma kept on file in the Office of the Clerk.

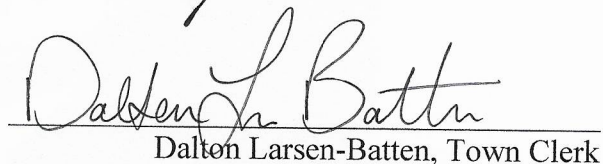
Section 3. This ordinance shall become effective upon adoption.

This is the 11th day of Feb., 2025.




Byron James McAllister, Mayor

ATTEST:


Dalton Larsen-Batten, Town Clerk

1. The Board of Directors of the Corporation shall have the right to elect and remove the members of the Board of Directors and to fill any vacancies that may occur.

2. The Board of Directors shall have the right to elect and remove the members of the Board of Directors and to fill any vacancies that may occur.

3. The Board of Directors shall have the right to elect and remove the members of the Board of Directors and to fill any vacancies that may occur.

[Signature]
President

[Signature]
Secretary

