



46 Staff submits the following Historic District Guidelines as appropriate to this application:

47

48 Secretary of the Interior Standards

49 Restoration page 14, guideline 6; Reconstruction page 14, guideline 4

50

51 Exterior Changes To Historic Buildings

52 Historic Commercial Building Facades pages 49-51, guideline 7

53

54

55 **Statements of Reason**, based on the information contained in the application, in Staff's  
56 judgment are:

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58 1. Staff finds the approved alterations to be a close reconstruction of the original  
59 1910 façade, however original materials are unknown.

60 2. Guidelines suggest to use materials on cornices on historic structures that were  
61 historically used, including metal, wood and brick. This is true for Secretary's  
62 Standards for Restoration and Reconstruction also.

63 3. The proposed materials are incongruous.

64

65 Staff suggested Commission deny the proposed amendment to the previously approved CoA at  
66 this time citing the aforementioned guidelines

67

68 **Applicant:** Charles Francis – Materials are often changed and transitioned from one material to  
69 another. This is a minor transition comparatively.

70

71 **Board Discussion:** Commissioner Walker inquired about the curvilinear portion of the materials.  
72 The applicant replied that it was essentially crown molding that followed the shape with stucco  
73 applied. Commissioner Gray asked about what portion would be synthetic. Mr. Francis said just  
74 the lower sections. Commissioner Eure brought up a discussion from design review about the  
75 nature of the project. It is more properly called a reconstruction and not a restoration. One of the  
76 guidelines for reconstruction is that it shall clearly be a contemporary interpretation.

77 Commissioner Morrison shared portions of a brief from the National Park Service listing  
78 circumstances in which substitute materials are acceptable in preservation. The focus is on visual  
79 recreation when something is lost. Commissioner Walker agrees with what Commissioner  
80 Morrison said from the brief. Commissioner Griffith states that the preservation brief lends  
81 credence to the applicants claims due to the differences in the wood and lack of available labor to  
82 do the project. It is also so far above the ground nobody will touch and feel it so the concern is  
83 entirely visual.

84

85 **Motion:** Commissioner Morrison moved to find the application congruous with the historic  
86 district guidelines citing section 15-422 (Certificate of Appropriateness acquired ), section 15-  
87 424 (review criteria) citing the following guidelines: Standards for Reconstruction page 14  
88 guidelines 5. Finding of fact that we do not believe a reconstruction with other material is  
89 possible given availability of that material and craftsmen. Commissioner Walker seconded.

90 Motion carried by unanimous vote.

91  
92 **B. 233-235 Craven St. (Tarheel Associates - Morgans)** – amendment to previously  
93 approved CoA for enclosed dining area in the tertiary AVC. Proposal includes  
94 various changes to roof style and materials and the removal of the existing arched  
95 window.

96  
97 **Applicant:** Presented rough sawn wood kneerails, brick kneewall, window covered. Doors to be  
98 oak wood 2 hour fire rated. Roof not to be open on side.

99  
100  
101 **Public Comment:** None.

102  
103 **Staff Recommendation:** Staff Kevin Robinson reviewed recommendations and findings:  
104 Staff submits the following Historic District Guidelines as appropriate to this application:

105  
106 New Construction and Additions

107 Additions to Historic Buildings, pages 73-74, guidelines 1-10,16;

108  
109 Exterior Changes to Historic Buildings

110 Exterior Entrances and Porches pages 34-36, guideline 7; Windows and Doors pages  
111 26-30, guidelines 1,10

112  
113 **Statements of Reason,** based on the information contained in the application, in Staff's  
114 judgment are:

- 115  
116 1. Proposed addition is located in tertiary AVC, is recessed from the existing  
117 exterior walls, is of smaller overall scale, features a similar roof form and materials  
118 which were historically used on porches and shed roofs.  
119 2. Proposed addition is congruous with guidelines.  
120 3. It is not desirable to cover historic windows, however it is in the tertiary AVC and  
121 the method proposed is preferable to removal of the window in order to meet fire  
122 code.

123  
124 Staff suggested Commission approve the application for major exterior alterations at this time  
125 citing the aforementioned guidelines.

126  
127 Staff also commented that the roof should be standing seam metal according to Roofs page 19  
128 guideline 5.

129  
130 **Board Discussion:** The commissioners inquired about the roof and the materials used.  
131 Commissioners also inquired about the gutters. The applicant stated that the gutters would be  
132 installed directly at the edge of the roof.

134 **Motion:** Commissioner Eure made a motion to find the application for 235 Craven St. congruous  
135 with the historic district guidelines, citing section 15-422 (Certificate of Appropriateness  
136 required) and 15-424(review criteria) citing the following guidelines Additions to Historic  
137 Buildings pages 73-74 guidelines 1-10 and 16. Exterior Entrances and Porches page 34-36  
138 guideline 7. Windows and Doors pages 26-30 guidelines 1,10 Statement of reason/findings of  
139 fact: It is a porch constructed in a tertiary. Preserving the arched window as well as possible is  
140 in keeping with the guidelines. Use of traditional materials in traditional ways. The only  
141 condition being to swap out the TPO for a standing seam metal roof. Commissioner Gray  
142 suggested the inclusion of design guidelines for roofs page 19 guideline 5. Commissioner Eure  
143 accepted that as a friendly amendment. Commissioner Young seconded the motion. Motion  
144 approved by unanimous vote.

145  
146

147 **Consideration of New Applications:**

148

149 A. 722 Pollock St. (Joanne Friedman - Robert Milner) to include construction of  
150 shed in the tertiary AVC.

151

152 **Staff Comments:** Staff Kevin Robinson introduced the application.

153

154

155 **Applicant Comments:** Joanne Friedman- Presented with pictures and site plan. Window and  
156 door hand built. Hardee planking would be used. Roof 9 1/4" pitch.

157

158 **Public Comments:** None.

159

160 **Staff Recommendations:** Staff Kevin Robinson reviewed recommendations and findings:  
161 Staff submits the following Historic District Guidelines as appropriate to this application:

162

163 Site and Setting:

164 Outbuildings and Accessory Structures, page 84, guidelines 5

165 New Construction and Additions:

166 Residential New Construction Materials, pages 68-69, guidelines 1-4

167

168 **Statements of Reason,** based on the information contained in the application, in Staff's  
169 judgment are:

170 1. The proposed construction of a shed within the tertiary AVC is congruous with  
171 design guidelines.

172

173

174 Staff suggested Commission approve the application for major exterior alterations at this time  
175 citing the aforementioned guidelines.

176

177

178 **Board Discussion:** Commissioner Griffith stated that the application was incomplete. The  
179 applicant would need a plot plan showing the entire property and pictures of the property.  
180 Submitted drawings also are not consistent in dimensions from one drawing to the next.

181  
182 **Motion:** Commissioner Morrison made a motion to table the application for 722 Pollock St.  
183 Commissioner Eure seconded. Motion carried unanimously

184  
185  
186 **B. 502 B Craven St. (Maurice D. Howland)** to include extension of existing  
187 driveway and construction of a shed in the secondary AVC.

188  
189 Commissioner Young stepped down because he was recused from hearing the issue before the  
190 continuance.

191  
192 **Staff Comments:** Staff Kevin Robinson introduced the application

193  
194 **Applicant Comments:** Mr. Howland stated that he is requesting an extension of his existing  
195 driveway as well as construction of a small shed for the purpose of concealing unsightly trash  
196 cans. The shed will be made of the same cedar material as the house and painted to match the  
197 house.

198  
199 **Public Comments:** None.

200  
201 **Staff Recommendations:** Staff Kevin Robinson reviewed recommendations and findings:  
202 Staff submits the following Historic District Guidelines as appropriate to this application:

203  
204 Site & Setting:  
205 Driveways & Off-Street Parking, pages 87-88, guideline 5

206  
207 **Statements of Reason,** based on the information contained in the application, in Staff's  
208 judgment are:

- 209 1. The driveway would represent far more than the 50% yard coverage allowed in  
210 parking guidelines.  
211 2. The easement should bear no weight on the type of materials used.  
212 3. The proposed driveway extension is incongruous with design guidelines.

213  
214 Staff suggested Commission deny the application for major exterior alterations at this time citing  
215 the aforementioned guidelines.

216  
217 **Board Discussion:** Commissioner Morrison questioned if the size of the parking area in relation  
218 to the lot preserved the residential character of the property. Commissioner Griffith stated that if  
219 there was just a walkway built then some solutions could be found. Commissioner Walker  
220 wondered if such a walkway could be 10 ft wide.

221  
222

223 **Motion:** Commissioner Morrison made a motion to finding the application incongruous with the  
224 Historic District Guidelines citing section 15-422(Certificate of Appropriateness required) and  
225 section 15-424(review criteria) citing the following guidelines, Driveways & Off-Street Parking,  
226 pages 87-88 guideline 5. Commissioner Eure seconded. Motion carried by unanimous vote.  
227 Application was denied.

228  
229  
230

231 **C. 215 King St. (Ron and Ann Henson)** – to include installation of gutters on front  
232 porch and railings on steps in the primary AVC.

233  
234

235 **Staff Comments:** Staff Kevin Robinson introduced the application

236

237 **Applicant Comments:** Applicant, Ms. Henson, described the project including installation and  
238 safety concerns. Stated the railing would be on both sides of the steps. She also presented the  
239 plans for installing gutters on the porch roof.

240

241 **Public Comments:** None

242

243 **Staff Recommendations:** Staff Kevin Robinson reviewed recommendations and findings:

244 **Staff submits the following Historic District Guidelines as appropriate to this application:**

245

246 Exterior Changes to Historic Buildings:

247 Roofs, pages 17-20, guideline 10

248 Exterior Entrances and Porches Guidelines, pages 34-36, guidelines 6, 9, 13

249

250 **Statements of Reason,** based on the information contained in the application, in Staff's  
251 judgment are:

252 1. The proposed gutters downspouts and railings are congruous with design  
253 guidelines.

254

255 Staff suggested Commission approve the application for major exterior alterations at this time  
256 citing the aforementioned guidelines.

257

258 **Board Discussion:** Commissioner Eure asked if the gutters would only be on the front porch.  
259 The applicant replied yes. He also inquired if the railings would be made of steel or wrought iron  
260 and the answer was steel.

261

262 **Motion:** Commissioner Gray made a motion to find the application congruous with the Historic  
263 District Guidelines citing section 15-422(Certificate of Appropriateness required) & section 15-  
264 424(review criteria) citing the following guideline, Roofs pages 17-20 guideline 10. Exterior  
265 Entrances and Porches pages 34-36 guidelines 6,9 and 13. Statements of reason/finding of fact:  
266 The proposed gutters downspouts and railings are congruous with design guidelines.

267 Commissioner Griffith seconded. The motion passed unanimously. Commissioner Morrison made  
268 a motion to issue a CoA and Commissioner Griffith seconded. The motion passed unanimously.  
269

270 **D. 1312 National Ave. (George Clay)** – to include new garage door in the  
271 tertiary AVC.  
272

273  
274 **Staff Comments:** Staff Kevin Robinson introduced the application  
275

276 **Applicant Comments:** Applicant, Mr. Clay, presented his proposal for a garage door.  
277

278 **Public Comments:** None  
279

280 **Staff Recommendations:** Staff Kevin Robinson reviewed recommendations and findings:  
281 Staff submits the following Historic District Guidelines as appropriate to this application:  
282

283 Site and Setting:

284 Outbuildings and Accessory Structures, page 84, guidelines 1,2  
285

286 **Statements of Reason,** based on the information contained in the application, in Staff's  
287 judgment are:

- 288 1. The proposed storm door is congruous with design guidelines and can be  
289 approved administratively as a minor CoA.  
290 2. The proposal represents a restoration of the garage to its original design and use.  
291 3. Staff believes the garage door shown in the lower left of the product sheet more  
292 closely meet the original door and is congruous. It also does not contain incongruous  
293 plastic inserts.  
294

295 Staff suggested Commission approve the application for major exterior alterations at this time  
296 citing the aforementioned guidelines and with the following condition.  
297

298 -Applicant to use the simple "4x4" paneled wood door with 2<sup>nd</sup> row windows shown in  
299 the product sample sheet  
300

301 **Board Discussion:** Commissioner Young asked if the applicant would remove the steel roof.  
302 Commissioner Griffith pointed out that the garage door was still installed and that the  
303 replacement should match as much as possible. He asked if the door would be all wood. The  
304 applicant answered yes to all questions.  
305

306 **Motion:** Commissioner Morrison made a motion to find the application congruous with the  
307 Historic District Guidelines citing section 15-422(Certificate of Appropriateness required) &  
308 section 15-424(review criteria) citing the following guidelines, Outbuildings and accessory  
309 structures page 84 guidelines 1 and 2. The proposal represents a restoration of the garage to its  
310 original design and use. We believe the garage door shown is a more appropriate design to match  
311 the original. Finding of fact: it is a reasonable match in terms of dimensions, configuration,

312 materials, size, location and style. Commissioner Walker seconded. The motion passed  
313 unananimously. Commissioner Morrison made a motion to issue a CoA and Commissioner  
314 Walker seconded. The motion passed unanimously.

315  
316 **E. 309 New St. (Centenary United Methodist Church) – to include**  
317 **replacement of 60+ metal windows in the education building in the secondary and**  
318 **tertiary AVC.**

319  
320  
321  
322 **Staff Comments:** Staff Kevin Robinson introduced the application

323  
324 **Applicant Comments:** The applicant discussed the new windows and color. He also stated that  
325 there were many similar windows in the downtown area.

326  
327 **Public Comments:** None

328  
329 **Staff Recommendations:** Staff Kevin Robinson reviewed recommendations and findings:  
330 Staff submits the following Historic District Guidelines as appropriate to this application:

331  
332 Exterior Changes to Historic Buildings:  
333 Windows and Doors, pages 26-30, guidelines 4-6

334  
335 **Statements of Reason,** based on the information contained in the application, in Staff's  
336 judgment are:

- 337 1. While the proposed windows are also metal, their style, configuration and details  
338 do not match.  
339 2. The proposed replacement windows are not congruous with guidelines or with  
340 others found in the district.

341  
342 Staff suggested Commission deny the application for major exterior alterations at this time citing  
343 the aforementioned guidelines. Staff recommends that applicants consult Commission about  
344 appropriate replacements and return with a new application.

345  
346 **Board Discussion:** Commissioner Thompson stated that both the buildings shown as examples  
347 of similar windows are new construction. Commissioner Griffith remarked that the building is  
348 contributing and that the windows are part of the historic fabric of the building. Windows should  
349 be repaired first and replacement should be considered when the windows are too badly  
350 deteriorated to consider repair. Commissioner Griffith also cited Commissioner Morrison's brief  
351 on the thermal performance of steel windows. Thermal performance is not a reason to replace  
352 windows. The commissioner went on to question if the windows are really too deteriorated to  
353 repair. He also brought up that it is possible to find replacement windows that emulate the  
354 existing window design. Commissioner Eure said he was fairly sure that these were original  
355 windows. The design is pretty typical. Commissioner Morrison agreed with previous statements  
356 except still questioned if this was actually contributing. Commissioner Walker expressed concern

357 that not all windows were in that bad of shape. The applicant stated that almost all of them are in  
358 bad shape. Commissioner Walker stated that any new windows would probably have thermal  
359 barriers.

360  
361 **Motion:** Commissioner Eure made a motion to find the application not congruous with the  
362 Historic District Guidelines citing section 15-422(Certificate of Appropriateness required) &  
363 section 15-424(review criteria) citing the following guidelines, Windows & Doors 26-30  
364 guideline 4-6. Statements of reason/finding of fact: The proportions of the mullions and  
365 fenestration do not resemble closely enough the original material they are replacing.  
366 Commissioner Gray seconded. The motion passed unanimously. Application was denied  
367

368

369 **Administrative Updates and Discussion:**

370

371 Minor CoAs:

372 404 Pollock St. Communications Equip

373 500 Queen St. Monument sign for Ebenezer Presbyterian

374 200-300 Block Liberty St. Sidewalks

375 Demolition by neglect:

376 1118 N Craven Street Sadler Store letters to extend work order until October (6 months)

377 615 Queen Street: Commission agree to add handrails as an item to consider as a minor at the  
378 upcoming meeting?

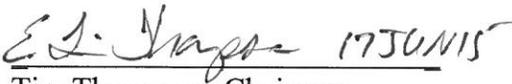
379  
380 A subcommittee was established to determine possible additions to the Demolition by Neglect  
381 list. The subcommittee consists of Commissioners Griffith, Young, Morrison, and Chair  
382 Thompson.  
383

384

385

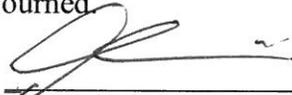
386 There being no further business the meeting was adjourned.

387

388  17JUN15

389 Tim Thompson, Chairman

389

 6-18-15  
Kevin Robinson, AICP  
City Planner