

HISTORIC DISTRICT COMMISSION MEETING AGENDA



Monday, November 8, 2021– 6:30 P.M.
Council Chambers – City Hall
300 West Crowell Street - Monroe, NC

Item 1. **Call to Order – Roll Call**

Item 2. **Approval of Minutes – October 11, 2021**

Item 3. **Conflicts of Interest**

Item 4. **COA PLHR-2022-00047 Certificate of Appropriateness** – The Historic District Commission is requested to consider a Certificate of Appropriateness request from Lazarus Properties, LLC for approval to construct a shed in the rear yard of the property located at 505 W. Jefferson Street (Tax ID #09-232-243) (*Tabled at the October 11, 2021 meeting*)

Item 5. **COA PLHR-2022-00060 Certificate of Appropriateness** – The Historic District Commission is requested to consider a Certificate of Appropriateness request from Philip Millward to replace the existing front porch columns with 6” Tuscan fiberglass columns and add additional support columns, to remove the shed sloped roof on front porch, to replace one existing vinyl window with a wood window and to add decking to the rear bricked oval area of the property located at 603 S. Church Street (Tax ID #09-234-115)

Item 6. **COA PLHR-2022-00061 Certificate of Appropriateness** – The Historic District Commission is requested to consider a Certificate of Appropriateness request from Erik Kleber for approval of a previously constructed shed at the property located at 505 Parker Street (Tax ID #09-235-046C)

Item 7. **Next Meeting: To be determined**

Item 8. **Adjournment**

ATTENTION BOARD MEMBERS: Please contact Maryann Brown at 704.282.4527 to confirm your attendance.

cc: Planning Staff
Mujeeb Shah-Khan
Ashley Duncan

HISTORIC DISTRICT COMMISSION MINUTES

MONDAY, OCTOBER 11, 2021 AT 6:30 PM

COUNCIL CHAMBERS - CITY HALL

300 West Crowell Street, Monroe, North Carolina

To be Approved at the November 2021 Meeting
Attendees to Sheri Laney on 10-12-21

D R A F T

ITEM 1: Call to Order.

Richard F. Ali, Chairman, called the meeting to order at 6:30 p.m. Maryann Brown called the roll.

Members Present: Richard F. Ali, Bob Bullard, James Kerr, Jennifer Smith and Susan Sganga

Members Absent: Archie Morgan

Staff Present: Keri Mendler, Planner; Ashley Britt, Assistant City Attorney; William Nance, Planning Technician, and Maryann Brown, Administrative Assistant

Guests: Jennifer and Thomas Loria; Greg and Jen Moore; Matthew Belk

ITEM 2: Approval of Minutes.

Chairman asked the Board if there were any questions, additions or deletions to the minutes of the September 13, 2021 Meeting. He called for a motion to adopt the minutes of the meeting.

Motion: Bob Bullard moved to approve the minutes of the September 13, 2021 meeting.

Second: James Kerr

Action: The motion to approve the minutes passed unanimously with the following votes:

AYES: **Richard Ali, Bob Bullard, James Kerr, Jennifer Smith and Susan Sganga**

NAYS: **None**

ITEM 3: Conflicts of Interest.

There were no conflicts of interest.

ITEM 4. COA PLHR-2022-00039 Certificate of Appropriateness – The Historic District Commission is requested to consider a Certificate of Appropriateness request from Thomas and Jennifer Loria for approval to install an aluminum fence in the front

yard and replace the wood privacy fence in the rear of the property located at 305 Maurice Street (Tax ID #09-231-141)

Chairman asked any parties offering testimony to come forward and be sworn. William Nance, Jennifer Loria and Thomas Loria came forward and were sworn.

William Nance, Planning Technician, introduced this item and said this is a Certificate of Appropriateness request for 305 Maurice Street for a four (4) foot or 48" aluminum finial fence in the front of the property. He said a six (6) foot wooden fence in the backyard was also approved at staff level at a like-for-like replacement. He said at this time he would introduce the findings:

Findings:

1. The subject property located at 305 Maurice Street is owned by Thomas and Jennifer Loria and is zoned R-10 (Residential-High Density). (Exhibit 1-2)
2. The property is located in the South Monroe Historic District. (Exhibit 3)
3. On September 9, 2021, the applicant submitted an application to install a four (4) foot or 48" aluminum finial fence in front of the property. He said the Historic District Standards state that fences in the front yard are limited to three (3) feet or 36" in height. (Exhibit 4-7)
4. The proposed structure does meet the review criteria for a Certificate of Appropriateness according to Section 156.202 of the Unified Development Ordinance.
5. All adjacent property owners have been notified of this Certificate of Appropriateness request. (Exhibit 8-9)

William said staff has provided the appropriate guidelines and conclusions in your staff report. He said he would be glad to answer any questions you may have and the applicant is here to answer any questions as well.

Jennifer Smith asked if there were any pictures of the six (6)-foot wooden fence. William said the six (6)-foot wooden fence was approved at staff level. He said since they currently had a wooden fence it was a like-for-like replacement.

Chairman asked if there were any further questions for William. There were none.

Bob Bullard said our guidelines call for a 36" high fence. He said speaking for himself, he said there is wiggle room between a 36" to 48" fence. He asked if this is something that could be done. Jennifer Loria said the reason they wanted the 48" foot fence was because we are right there on the corner. She said

there is a ton of traffic that comes by and she has three (3) small children, ages 8, 6, and 2 years old. She said she also has a dog. She said they wanted the 48" foot fence to keep their children and dog in the yard and keep other people out since there is so much foot traffic. She said the house is large and it could accommodate a 48" foot fence.

James Kerr said we do have a precedent at the Belk Mansion [401 S. Hayne Street, 16,000 square foot house on the corner]. He said their fence is almost 6-feet tall. He said it is in proportion to the height and scale of the house.

Jennifer Smith said she lives on the corner of Houston and Parker Streets and she had to stay at 36” for her fence but she does understand as her house is larger too.

Chairman asked if there were further questions. There were none.

Chairman asked for a motion.

Motion: James Kerr moved that the Historic District Commission find as a fact that the proposed project, COA PLHR-2022-00039, if constructed according to the plan reviewed at this meeting, is congruous with the character of the district because the standards state that fences shall be metal and have architectural styles in keeping with both the structure on the proposed COA, as well as the neighborhood, and that the applicant is requesting a fence that would be in keeping with the property.

Therefore, the application is generally in harmony with the special character of the neighboring properties and the Historic District as a whole.

Chairman asked Jennifer Loria if the picture of the fence in the application is accurate to what you will be installing. Ms. Loria said yes.

Second: Bob Bullard

Action: The motion to adopt the Findings of Fact passed unanimously with the following votes:

AYES: Richard Ali, Bob Bullard, James Kerr, Jennifer Smith and Susan Sganga

NAYS:

Chairman asked for a motion to approve the Certificate of Appropriateness.

Motion: Jennifer Smith said based on the preceding findings of fact, she moved that the Historic District Commission grant COA PLHR-2022-00039 to this applicant, regarding the proposal as shown in the application. Such certificate to be subject to the conditions contained in the previous motion.

Second: Susan Sganga

Action: The motion to approve the Certificate of Appropriateness subject to the conditions in the previous motion passed unanimously with the following votes:

AYES: Richard Ali, Bob Bullard, James Kerr, Jennifer Smith, and Susan Sganga

NAYS: None

ITEM 5. **COA PLHR-2022-00047 Certificate of Appropriateness – The Historic District Commission is requested to consider a Certificate of Appropriateness request**

**from Lazarus Properties, LLC for approval to construct a shed in the rear yard
of the property located at 505 W. Jefferson Street (Tax ID #09-232-243)**

Chairman asked any parties offering testimony to come forward and be sworn. William Nance, Planning Technician, and Matthew Belk came forward and were sworn.

William Nance, Planning Technician, introduced this item and said this is a Certificate of Appropriateness request for 505 W. Jefferson Street. He said at this time he would introduce the findings:

Findings:

1. The subject property located at 505 W. Jefferson Street is owned by Lazarus Properties, LLC and is zoned R-10 (Residential-High Density). (Exhibit 1-2)
2. The property is located in the South Monroe Historic District. (Exhibit 3)
3. On September 13, 2021, the applicant applied for a COA to build a proposed 10 foot by 12-foot wooden shed. The application indicated that the shed would have asphalt shingles and a wood window. The shed was to be constructed on site. (Exhibit 4-7)
4. The proposed structure does meet the review criteria for a Certificate of Appropriateness according to Section 156.202 of the Unified Development Ordinance.
5. All adjacent property owners have been notified of the Certificate of Appropriateness request. (Exhibit 8-9)

William said staff has provided the appropriate guidelines and conclusions in your staff report. He said he would be glad to answer any questions you may have and the applicant is here to answer any questions as well.

Chairman said it was brought to his attention last week that this shed has already been placed in the yard. William said yes. He said we were notified that the shed was already placed in the proposed area that was indicated and this is typically when we send a violation notice. He said we would notify the homeowner that a Certificate of Appropriateness needs to be applied for.

Chairman asked William if the COA was applied for. William said if they did not apply for a COA and the building was delivered to the site, we would go through the same process.

Chairman said that knowing it was coming up for approval, why was the shed erected. William said he cannot answer that.

Mr. Matthew Belk came forward and said it was delivered when he was out-of-town. He said he was not expecting the shed either. He said they were supposed to deliver it later this week. He said he was surprised when it was delivered.

Jennifer Smith asked Mr. Belk if he lives on the property. Mr. Belk said his brother is living there now. He said he lives on 400 Lancaster Hwy.

Chairman asked if anyone had any questions for William or the applicant.

James Kerr asked Mr. Belk if the building that is there meets the criteria. Mr. Belk said yes, it looks good. He said we have not had it painted yet to match the house. He said they set it at that location because there are other sheds are around it and there is going to be a park where the old parking lot is and they did not want people facing the back of the shed.

Bob Bullard said outbuildings are very important to us. He said you can tell more about how people lived at one time by their outbuildings than by their house. He said there are considerably less outbuildings in the Historic District than there are homes. He said every one of us live in an old home but there are only three (3) out of five (5) of us that have any outbuildings. He said it is a very significant product. He said it is important to him that when we are building outbuildings that it fit in the community as if you were building a new house.

Bob Bullard said to Mr. Belk that he rode by and looked at your outbuilding. He said as far as he could tell, it is a plywood building with a roof that has no overhang to mention. He said it has been scored or marked to look like boards. He said the important thing about this, and this is no fault of yours, is that within 20 feet you have two (2) nice outbuildings at the house facing W. Franklin and next door. He said in his opinion that your building does not meet our criteria.

Jennifer Smith asked Mr. Belk if the building was plywood. Mr. Belk said no, it is not plywood, it is a pressed board. He said we are going to paint the building blue with white corners and white across the top to match the top. He said if you are in the park, it will look exactly like the house.

James Kerr asked William if the building is where it is supposed to be and the size it is supposed to be. William said yes, it appears to be. He asked Mr. Belk if he would consider putting horizontal siding or wood siding over the plywood to make it look like the house. Mr. Belk said he did not know, he would have to look at it.

Discussion was held.

Chairman said the building is already up and James has some ideas that possibly would work to make it fit more within our standards. He asked Mr. Belk if this is a rental property. Mr. Belk said yes. Chairman asked Mr. Belk if he would consider making alterations to the outbuilding. Mr. Belk said yes.

Bob Bullard said he would like to see it have more overhang on the roof. He said he did not want to be completely negative; he said he does like the window. Mr. Belk said the house does not have that much overhang.

Chairman said to Mr. Belk that since he was willing to look into this, could we continue this until the November meeting. Mr. Belk agreed. Chairman asked Mr. Belk to come back to us with a new plan. Mr. Belk said he won't be able to get the work done by then. Keri said to Mr. Belk that you do not have to do the work, just present the plans. She said to Mr. Belk that you need to make sure it is approved before you do all the work.

Mr. Belk said the issue here is the vertical or horizontal...James Kerr said this was just a suggestion. He said to Mr. Belk that he has options to match the house with either the vertical board and batten like you have in the upper gable. He said to Mr. Belk that you also have horizontal German siding going all around the house.

Motion: Richard Ali made a motion that this COA request be tabled until the November 8, 2021 meeting.

Mr. Belk said this is a little ambiguous and there is a lot you want me to do with it. James Kerr said that the Chairman is requesting that this be tabled to give you time to get estimates to make it be more in keeping with the dwelling. He said either going with the horizontal German siding or the vertical board and batten, neither of which are currently on the shed.

Bob Bullard said he did not think that we want this type of building in the Historic District. He said the roof will also have to be more in keeping with the type of outbuildings that are in the district, and to some extent, what is on the house.

Chairman said we could make a motion right now, but we are giving you a 30-day leeway to come back to us with an altered plan.

Bob Bullard asked Mr. Belk to describe the window. He asked if there were real mullions in there. Mr. Belk said yes.

Chairman restated his motion.

Motion: Richard Ali made a motion that COA PLHR-2022-00047 be tabled to the November 8, 2021 meeting without further advertising.

Second: Bob Bullard

Action: The motion to table this COA request passed unanimously with the following votes:

AYES: Richard Ali, Bob Bullard, James Kerr, Jennifer Smith and Susan Sganga
NAYS: None

ITEM 6. COA PLHR-2022-00048 Certificate of Appropriateness – The Historic District Commission is requested to consider a Certificate of Appropriateness request from Greg Moore for approval to add a 20' x 20' concrete pad behind the structure of the property located at 215 S. Main Street (Tax ID #09-232-075A)

Chairman asked any parties offering testimony to come forward and be sworn. William Nance, Planning Technician, and Greg Moore came forward and were sworn.

William Nance, Planning Technician, introduced this item and said this is a Certificate of Appropriateness request for 215 S. Main Street. He said at this time he would introduce the findings:

Findings:

1. The subject property located at 215 S. Main Street is owned by Home Brew Craft Beer & Smoothies LLC and is zoned CBD (Central Business District). (Exhibit 1-2)

2. The property is located in the South Monroe Historic District. (Exhibit 3)
3. On September 23, 2021, the applicant applied for a COA to request approval to construct a 20' x 20' concrete pad in the rear of the property. The applicant has indicated the patio will be poured concrete but has not indicated whether it will be stained or not. (Exhibit 4-6)
4. The proposed structure does meet the review criteria for a Certificate of Appropriateness according to Section 156.202 of the Unified Development Ordinance.
5. All adjacent property owners have been notified of the Certificate of Appropriateness request. (Exhibit 7-8)

William said staff has provided the appropriate guidelines and conclusions in your staff report. He said he would be glad to answer any questions you may have and the applicant is here to answer any questions as well.

Chairman asked if this would be just a concrete pad and whether there would be anything closing it off.

Mr. Greg Moore came forward and said it is going to be a 20' x 20' concrete pad. He said they have half-whiskey barrels that we are going to put dirt in and evergreens to make it a natural fence area. He said there will be benches as well.

Jennifer Smith said to Mr. Moore that the concrete has to be colored. Mr. Moore said they are going to stamp and seal the concrete, just as he did out front.

Jennifer Smith asked Mr. Moore if he would consider brick. Mr. Moore said financially, no. He said for budget reasons, he went with the concrete.

Chairman asked if there were any further questions for William or Mr. Moore. There were none.

Chairman asked if someone would like to make a motion on the Findings of Fact for COA PLHR-2022-00048 to approve or deny.

Motion: Bob Bullard moved that the Historic District Commission find as a fact that the proposed project, COA PLHR-2022-00048, if constructed according to the plan reviewed at this meeting, is congruous with the character of the district because the standards state that concrete is an approved surface and here the applicant is requesting that he be able to put a concrete pad behind his building that is tinted.

Therefore, the application is generally in harmony with the special character of the neighboring properties and the Historic District as a whole.

Second: Richard Ali

Action: The motion to adopt the Findings of Fact passed unanimously with the following votes:

AYES: **Richard Ali, Bob Bullard, James Kerr, Jennifer Smith and Susan Sganga**
NAYS: **None**

Chairman asked for a motion to approve the Certificate of Appropriateness.

Motion: Susan Sganga said based on the preceding findings of fact, she moved that the Historic District Commission grant the Certificate of Appropriateness for COA PLHR-2022-00048, subject to the conditions in the previous motion.

Second: James Kerr

Action: The motion to approve the Certificate of Appropriateness subject to the conditions in the previous motion passed unanimously with the following votes:

AYES: **Richard Ali, Bob Bullard, James Kerr, Jennifer Smith and Susan Sganga**
NAYS: **None**

ITEM 7. **Other**

Keri informed everyone that William is no longer an Intern. She said he has officially joined our team as our Planning Technician. She said we do have another Planner position that will be filled shortly. She said this will bring our Planning Division to five (5), including Lisa.

ITEM 8. **Next Meeting – November 8, 2021**

ITEM 9. **Adjournment.**

Motion: Bob Bullard made a motion to adjourn this meeting.

Second: Jennifer Smith

Action: The motion to adjourn passed unanimously with the following votes:

AYES: **Richard Ali, Bob Bullard, James Kerr, Jennifer Smith and Susan Sganga**
NAYS: **None**

The meeting adjourned at 7:20 pm.

Respectfully submitted,

Richard F. Ali
Chairman

Maryann Brown /s/
Secretary to the Board

STAFF REPORT
PLHR-2022-00047

TO: Historic District Commission Members

DATE: November 8, 2021

FROM: Keri Mendler, Planner

PREPARED BY: William Nance, Planning Intern

SUBJECT: Certificate of Appropriateness request at 505 W. Jefferson Street (*Tabled from the October 11th meeting*)

SUMMARY STATEMENT

The Historic District Commission is requested to consider a Certificate of Appropriateness from Lazarus Properties, LLC. The applicant has requested approval to construct a shed in the rear yard of the property located at 505 W. Jefferson Street. The Historic District Commission tabled this request at the October 11th meeting to allow the applicant to explore other design elements that are more congruous with the Historic District.

SITE DATA

Type of Action:	Certificate of Appropriateness
Date of Petition:	9-13-21
Name of Petitioner:	Lazarus Properties, LLC
Location:	505 W. Jefferson Street
Tax ID #:	09-232-243
Lot Size:	0.170 acres
Zoning Classification:	R-10 (Residential- High Density)

GENERAL INFORMATION

J. W. Townsend House; circa 1882

J. W. Townsend probably built his one-story frame Victorian cottage shortly after purchasing a tract of land on Jefferson Street in 1881. Townsend is listed in the 1890 Branson's Business Directory as the private secretary of J. M. Fairley, a grocer and cotton buyer. He later served as the local industrial agent for seaboard Air Line Railway and deputy clerk of Union County superior court. The rectangular dwelling has a low-pitched front gable roof with two small ornamental gables on the west elevation. Ornamental devices include a vertical board and batten frieze with pendants, scroll-sawn brackets, a decorative perforated vergeboard and a round louvered attic vent in the front gable. A replacement, gable-roofed porch with square posts on brick piers shelters the entrance on the three-bay facade. Flanking the entrance are

projecting window bays with bracketed eaves. Contemporary with the porch is a wing on the east elevation. The interior chimneys have corbelled and dentiled caps.

RELEVANT DESIGN STANDARDS

Garages and Accessory Structures (pg. 35)

1. Locate and orient new garages and accessory structures in rear yards and in traditional relationships to the primary building as determined by historic siting patterns in the district.

The applicant is proposing to locate the shed in the rear yard. It will be located 12 feet from the side property line and at least 10 feet from the rear property line.

2. It is not appropriate to introduce prefabricated metal accessory structures in the historic district. Prefabricated wooden accessory structures are appropriate to introduce only if they are compatible in size, scale, form, height, proportion, materials and details with other accessory structures in the historic district.

The shed will be constructed on site. Wood will be used as the siding and asphalt shingles will be utilized for the roof. The window in the shed will also be wood. The shed is 10 feet by 12 feet and does not appear to be over 12 feet tall.

3. It is not appropriate to introduce a new garage or accessory building if doing so will detract from the overall historic character of the primary building and the site or require removal of a significant building element or site feature, such as a mature tree or side porch.

Removal of significant building elements or site features is not anticipated with the installation of this shed.

FINDINGS

Staff offers the following Findings:

1. The subject property located at 505 W. Jefferson Street is owned by Lazarus Properties, LLC and is zoned R-10 (Residential-High Density). (Exhibit 1-2)
2. The property is located in the South Monroe Historic District. (Exhibit 3)
3. On September 13, 2021 the applicant applied for a COA to request approval of a 10 foot by 12 foot wooden shed. (Exhibit 4-7)
4. This item was tabled at the October 11th Meeting to allow the applicant to explore other materials in order for the shed to be more congruous with the District. The applicant has provided additional proposals and renderings for the commission's consideration. (Exhibit 8)
5. The proposed structure does meet the review criteria for a Certificate of Appropriateness according to Section 156.202 of the Unified Development Ordinance.

6. All adjacent property owners have been notified of the Certificate of Appropriateness request. (Exhibit 9-10)

CONCLUSIONS

The proposed construction of a 10' x 12' wood shed at 505 W. Jefferson Street as presented (is/is not) congruous in concept according to the *Garages and Accessory Structures* standards of the *South Monroe Historic District Standards*:

Garages and Accessory Structures (pg. 35)

1. Locate and orient new garages and accessory structures in rear yards and in traditional relationships to the primary building as determined by historic siting patterns in the district.
2. It is not appropriate to introduce prefabricated metal accessory structures in the historic district. Prefabricated wooden accessory structures are appropriate to introduce only if they are compatible in size, scale, form, height, proportion, materials and details with other accessory structures in the historic district.
3. It is not appropriate to introduce a new garage or accessory building if doing so will detract from the overall historic character of the primary building and the site or require removal of a significant building element or site feature, such as a mature tree or side porch.

THEREFORE, on the basis of all the foregoing, IT IS ORDERED that the application for a Certificate of Appropriateness be (granted/denied) subject to review and approval of all city staff and its designated departments.

Attachments:

Exhibit 1: Aerial Map
Exhibit 2: Zoning Map
Exhibit 3: Historic District Map
Exhibit 4: Application
Exhibit 5: Proposed Shed
Exhibit 6: Building Plan
Exhibit 7: Site Plan
Exhibit 8: New Renderings
Exhibit 9: APOs
Exhibit 10: APO Map

Prepared by: WN 9-27-21



Ortho Map

PLHR-2022-00047

Legend

— Centerlines

□ Parcels

Existing: R-10
(Residential - High Density)

Owner: Lazarus Properties, LLC

Acres: .170



0 15 30
Feet

Zoning Map

PLHR-2022-00047

Legend

-  Parcels
-  Centerlines

Zoning Districts

-  R-10
-  CBD

Existing: R-10
(Residential - High Density)

Owner: Lazarus Properties, LLC

Acres: .170



0 20 40
 Feet

W JEFFERSON ST

Historic District Map

PLHR-2022-00047

Legend

-  Parcels
-  Centerlines
-  Historic District Expansion

**Existing: R-10
(Residential - High Density)**

Owner: Lazarus Properties, LLC

Acres: .170



0 30 60 Feet





HISTORIC DISTRICT COMMISSION
APPLICATION FOR REVIEW

FOR STAFF USE ONLY

Date submitted: _____
Application No: _____
Approved: _____ Denied: _____
_____ Administrative review
_____ Commission Review

1. Property location: 505 W JEFFERSON AVE
Applicant's name: LAZARUS PROPERTIES, LLC
Applicant's address: 400 LANCASTER AVE

Applicant's telephone number: 704 756 4090
Applicant's email address: matthew.belk@gmail.com
Property Tax identification number: _____ - _____ - _____

2. The property is owned by (if different from above) _____
Address: _____ Telephone: _____

3. The following Certificate of Appropriateness is requested for: SHED
Please provide a brief description of the project: WOOD SHED WITH ASPHALT SHINGLES TO BE CONSTRUCTED ON SITE. 10 X 12 WITH WOOD WINDOW

4. Attach a site plan showing the existing and proposed improvements, necessary setback lines, photographs of current and proposed materials. (Assistance is available to determine setback requirements at the Department of Planning & Development, 300 W. Crowell Street).

MATTHEW BELK (owner)

Applicant- Printed

[Signature] (owner)
Applicant- Signed

9/13/21

Date Submitted

****If you are signing on behalf of a company, please include your title within the company****

Please sign and return to the Department of Planning & Development, P.O. Box 69, Monroe, NC 28111-0069;
Telephone: (704) 282-4520. Applicants are responsible for providing all required information.

Incomplete applications will not be processed and will not be accepted after the 30 day deadline.

If your project is required to be heard by the commission, you or a representative will need to attend the meeting.

From: Matthew Belk <matthew.belk@gmail.com>
Sent: Wednesday, September 29, 2021 9:38 AM
To: William Nance
Subject: Re: Historic District COA Application

Yes, it is a member-managed LLC and I am authorized to sign

On Wed, Sep 29, 2021 at 9:30 AM William Nance <wnance@monroenc.org> wrote:

Matthew,

Just to confirm, this is a member-managed LLC, or the operating agreement gives control to members, therefore you are permitted to sign off on the application? The Assistant City Attorney wants to confirm this for our records, so I am reaching out again.

Please let me know if you have any further questions.

Thank you,

William Nance
Planning Intern
City of Monroe
300 W. Crowell Street
Monroe, NC 28111-0069
(704)-282-4550

wnance@monroenc.org



From: Matthew Belk [mailto:matthew.belk@gmail.com]
Sent: Tuesday, September 28, 2021 4:34 PM
To: William Nance <wnance@monroenc.org>
Subject: Re: Historic District COA Application

Member

On Tue, Sep 28, 2021 at 11:16 AM William Nance <wnance@monroenc.org> wrote:

Matthew,

After reviewing your application I realized I forgot to confirm your title within the company that owns the property. Could you please provide your title within 'LAZARUS PROPERTIES, LLC' to confirm you are able to sign off on the application. Our Assistant City Attorney is requesting this to ensure we have all the accurate documentation.

Please let me know if you have any further questions.

Thank you,

William Nance
Planning Intern
City of Monroe
300 W. Crowell Street
Monroe, NC 28111-0069
(704)-282-4550

wnance@monroenc.org



Classic Gable - 10x12

2x4 COLLAR TIES @ 48" O.C. FOR 8' BUILDINGS
WITH 8-100 COMMON NAILS
2x4 COLLAR TIES @ 24" O.C. FOR 10' (5-100 NAILS)
& 12' (7-100 NAILS) BUILDINGS

2x4 ROOF RAFTERS @ 24" O.C.

7/16" OSB ROOF SHEATHING WITH
20 YR. FIBERGLASS SHINGLES

7/8" PLATE
SEE DETAIL BELOW

12
5

SIDING OPTIONS: 1/2" (1/2" x 8")
SHWARTSIDE FOUNDATION (7/16")
SHWARTSIDE PRECISION (3/8")
OR ANY Siding OVER 1/2" OSB
OR FIBER CEMENT SIDING

4x4 P.T. SKID RUNNERS
2 PER 8' WIDE BUILDINGS
1 PER 10' & 12' WIDE BUILDINGS
PIER LOCATIONS: 385'-0" O.C.
PIER LOCATIONS: 484'-8" O.C.
PIER LOCATIONS: 584'-6" O.C.
PIER LOCATIONS: 684'-5" O.C.
PIER LOCATIONS: 784'-4" O.C.
PIER LOCATIONS: 884'-4" O.C.

SPACE BETWEEN
SKID RUNNERS EQUALS
DIMENSIONS CAN BE UP
TO 6" DIFFERENT

1" (MAX)
(TYP.)

2x4 PT @ 12" O.C. JOISTS FOR 8' & 10' WIDE BUILDINGS
2x6 PT @ 12" O.C. JOISTS FOR 12' WIDE BUILDINGS

2x4 WALL STUDS @ 24" O.C.

2x4 HEADER FOR DOOR
AND OPTIONAL WINDOWS
UNDER 5'-0". DBL 2x4
HEADER FOR UP TO 6'-0"

5/8" CDX PLYWOOD FLOORING

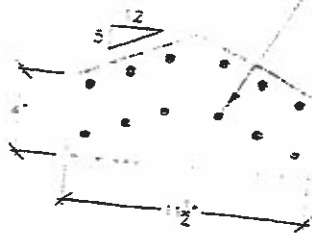
2x6 P.T. RIM JOIST FOR 12' WIDE BUILDINGS
2x4 P.T. RIM JOIST FOR 8' & 10' WIDE BUILDINGS

DOUBLE 2x4 TOP PLATE

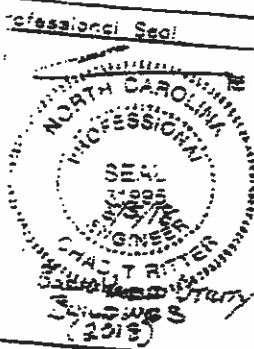
OVERHANGS OPTIONAL

1 GABLE ROOF BUILDING 8', 10' & 12' WIDE WITHOUT RIDGEPOLE

2" LGSB RING
SHANK GALVANIZED
NAILS (12 PLACES)



7/16" OSB PLATE



FOUNDATIONS TO BE DRY-STACKED
SOLID 8X16X2, SOLID 8X16X4, OR
HOLLOW 8X16X8 CMU OVER THE
EXISTING GRADE; (BOTTOM BLOCK
MUST BE SOLID). 8X16 PIER UP TO
32" TALL; 16X16 PIER UP TO 84"
TALL. NO CONCRETE FOOTINGS
REQUIRED.

UTILITY BUILDINGS ARE DESIGNED
TO THE 2012 NC RESIDENTIAL CODE
FOR A MAXIMUM WIND SPEED OF
100 MPH

UTILITY BUILDINGS ARE DESIGNED TO BE
USED FOR STORAGE AND ARE NOT
INTENDED TO BE USED AS LIVING SPACE.

Intelligent Design Engineering PC
1848 ON ROAD PL. #204 Charlotte, NC 28202
Corporate License #C-3112
(704) 333-7200 www.IDEonline.com

BARNYARD UTILITY BUILDINGS
P.O. BOX 204 CLAYTON, NC 28710
PHONE: 828-222-8834 FAX: 828-222-0444

W JEFFERSON ST

505

12'



Hardiboard



Replace siding with horizontal Hardiboard. Install circle soffit vents. Install grey corbels. Paint to match house. Change doors to match picture.

PIN	PROPERTYST	OWNERNAME1	OWNERNAME2	OWNERADDRE	OWNERCITY	OWNERS OWNERZIP
09232217	405 W FRANKLIN STREET	MCCAULEY CURTIS W	MCCAULEY NANCY	405 W FRANKLIN ST	MONROE	NC 28112
09232223	605 W FRANKLIN ST	VIDAL GUSTAVO	VIDAL PERRY	605 W FRANKLIN ST	MONROE	NC 28112
09232220A	501 W FRANKLIN ST	DANIELS TRAVIS A		1131 MAREMONT CT	MATTHEWS	NC 28104
09232232	600 A W FRANKLIN ST	HILL SHANNON M	HILL MARK	600 W FRANKLIN ST	MONROE	NC 28112
09232234	502 W FRANKLIN ST	BRAGG RYAN CHRISTOPHER	BRAGG LAUREN ASHLEY	502 W FRANKLIN ST	MONROE	NC 28112
09232245	601 W JEFFERSON STREET	MELENDEZ JENNIFER		601 W JEFFERSON ST	MONROE	NC 28112
09232250	600 JEFFERSON ST	CLARK BETTY A	HUGHES DONALD S	600 W JEFFERSON ST	MONROE	NC 28112
09232235	406 W FRANKLIN STREET	PARKER ALAN SCOTT	PARKER MARK WAYNE	406 W FRANKLIN ST	MONROE	NC 28112
09232244	507 W JEFFERSON STREET	RYALS GINA RANI	RYALS RONNIE GLYNN	980 BARON RD	WAXHAW	NC 281738360
09232250A	601 CROWELL ST	DIETRICH SARAH ANN HOWEY		1414 TRAILWOOD DR	RALEIGH	NC 27606
09232256	309 W CROWELL ST	CITY OF MONROE		PO BOX 69	MONROE	NC 281110069
09232220	507 W FRANKLIN ST	DT SQUARE PROPERTIES LLC		PO BOX 29586	CHARLOTTE	NC 28229
09232254	500 W JEFFERSON ST	CITY OF MONROE		PO BOX 69	MONROE	NC 281110069
09232233	504 W FRANKLIN ST	BULLARD ROBERT H		504 W FRANKLIN ST	MONROE	NC 28112
09232243	505 W JEFFERSON ST	LAZARUS PROPERTIES LLC		400 LANCASTER AVE	MONROE	NC 28112
09232222	601 W FRANKLIN ST	PORTER PEGGY B		601 WEST FRANKLIN ST	MONROE	NC 28112
09232242	503 W JEFFERSON ST	CITY OF MONROE		PO BOX 69	MONROE	NC 281110069

APO Map

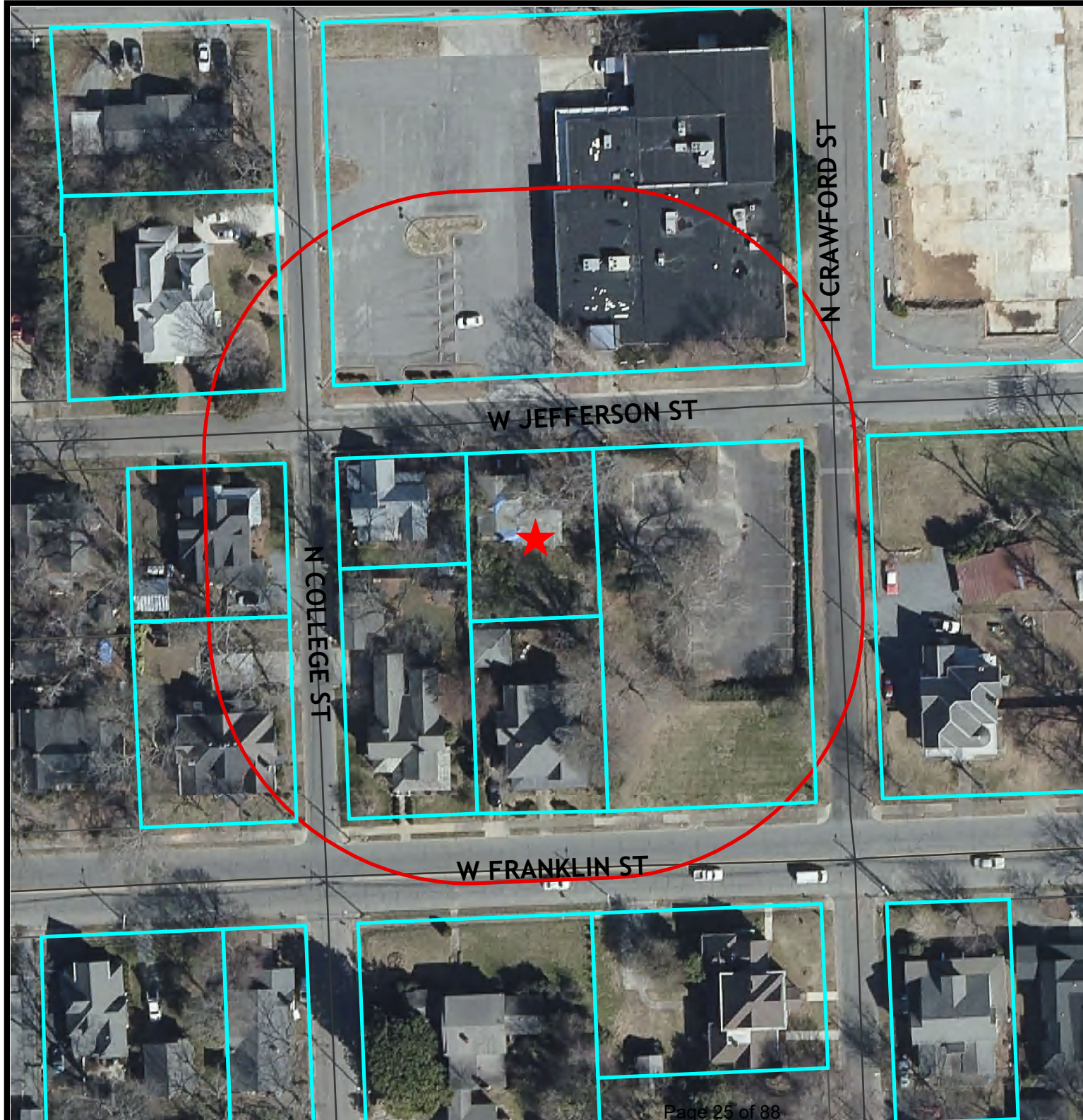
PLHR-2022-00047

Legend

-  Centerlines
-  Parcels
-  150-foot buffer
-  Notified Properties
-  Subject Property



0 65 130
 Feet





STAFF REPORT
PLHR-2022-00060

TO: Historic District Commission Members
DATE: November 8, 2021
FROM: Keri Mendler, Planner
PREPARED BY: William Nance, Planning Technician
SUBJECT: Certificate of Appropriateness request at 603 S. Church Street

SUMMARY STATEMENT

The Historic District Commission is requested to consider a Certificate of Appropriateness for the following projects at 603 S. Church Street:

1. Replace the existing front porch columns with 6” Tuscan fiberglass columns and add additional support columns
2. Remove shed sloped roof on front porch
3. Replace one existing vinyl window with a wood window
4. Add decking to rear bricked oval area

The application also included the replacement/repair of the front porch decking and railing with like materials. This item was approved at staff level.

SITE DATA

Type of Action:	Certificate of Appropriateness
Date of Petition:	10-6-21
Name of Petitioner:	Philip Millward
Location:	603 S. Church Street
Tax ID #:	09-234-115
Lot Size:	0.28 acres
Zoning Classification:	R-10 (Residential-High Density)

GENERAL INFORMATION

E. D. Worley House; ca. 1895;

Local merchant E. D. Worley had this embellished, two-story, frame, eclectic Victorian house built ca. 1895. The single-pile, three-bay residence has a large central gable and a pair of gable-roofed rear wings. Centered in the front elevation is an extraordinary porch consisting of pedimented gables on either side of a rainbow roof with a pent. The gables have diagonal flushboarding and ornamental louvers, while - in the rainbow end is a scroll-sawn sunburst and the pent roof has a scroll-sawn fringe. Turned posts support the roofs, between which are modern baluster railings. The face of the house above the porch has chamfered mock half-timbering. Under the eaves on either side of the porch are small sliding windows. A wide central doorway has a richly ornamented Victorian surround with transoms. At the southeast corner of the house is a small porch with heavy, turned posts. The house has been converted to a duplex.

RELEVANT DESIGN STANDARDS

Windows and Doors, pg. 53

1. Retain and preserve windows and doors including sidelights and transoms and their decorative and functional features that are important in defining the historic character of a district building — such as frames, sash, muntins, lintels, sills, thresholds, moldings, surrounds, hardware, and shutters — as well as their finishes.
The applicant has requested to replace one existing vinyl window with a wood window.
2. If replacement of an entire window or door feature is necessary due to deterioration, replace it in kind, matching the original in design, dimension, detail, texture, color, and material. Consider compatible substitute materials only if using the original material is not feasible.
The applicant has requested to replace one existing vinyl window with a wood window.

Roofs, pg. 55

1. It is not appropriate to remove rather than repair or replace a character-defining roof feature on a primary or other highly-visible elevation.
The applicant has requested to remove the shed sloped roof from the front porch.

Porches, Entrances & Balconies, pg. 57

1. Retain and preserve historic porches, entrances, balconies, and terraces and their decorative and functional features that are important in defining the historic character of a district building — such as columns, pilasters, balustrades, brackets, latticework, soffits, and tongue-and-groove flooring — as well as their finishes.
The applicant has requested to replace the existing front porch columns with new 6" Tuscan fiberglass columns, as well as add two additional columns to provide support to the middle arch once the shed roof is removed. The applicant has also requested to remove the shed sloped roof from the front porch and add decking to the brick oval area in the rear of the house.

2. If replacement of an entire porch, entrance or balcony feature is necessary due to deterioration, replace it in kind, matching the original in design, dimension, detail, texture, color, and material. Consider compatible substitute materials only if using the original material is not feasible.
The applicant has requested to replace the existing front porch columns with new 6" Tuscan fiberglass columns, as well as add two additional columns to provide support to the middle arch once the shed roof is removed. The applicant has also requested to remove the shed sloped roof from the front porch and add decking to the brick oval area in the rear of the house.
3. Is it not appropriate to remove rather than repair or replace a character-defining porch, entrance, or balcony feature on a primary or other highly-visible elevation.
The applicant has requested to remove the shed sloped roof from the front porch.

FINDINGS

Staff offers the following Findings:

1. The subject property located at 603 S. Church Street is owned by PM Home Solutions LLC and is zoned R-10 (Residential-High Density). (Exhibit 1, 2)
2. The property is located in the South Monroe Historic District. (Exhibit 3)
3. On October 6, 2021, the applicant submitted an application for the following projects: replace the existing columns with 6" Tuscan fiberglass columns, add additional columns, remove the shed sloped roof on the front porch, replace one existing vinyl window with a wood window, and add decking to rear bricked oval area. (Exhibit 4-6)
4. The proposed structure does meet the review criteria for a Certificate of Appropriateness according to Section 156.202 of the Unified Development Ordinance.
5. All adjacent property owners have been notified of the Certificate of Appropriateness request. (Exhibit 7-8)

CONCLUSIONS

The proposed projects to replace the existing columns with 6" Tuscan fiberglass columns, add additional columns, remove the shed sloped roof on the front porch, replace one existing vinyl window with a wood window, and add decking to rear bricked oval area at 603 S. Church Street as presented (is/is not) congruous in concept according to the *Windows and Doors, Roofs, and Porches, Entrances & Balconies* standards of the *South Monroe Historic District Standards*:

Windows and Doors, pg. 53

1. Retain and preserve windows and doors including sidelights and transoms and their decorative and functional features that are important in defining the historic character of a district building — such as frames, sash, muntins, lintels, sills, thresholds, moldings,

surrounds, hardware, and shutters — as well as their finishes.

2. If replacement of an entire window or door feature is necessary due to deterioration, replace it in kind, matching the original in design, dimension, detail, texture, color, and material. Consider compatible substitute materials only if using the original material is not feasible.

Roofs, pg. 55

1. It is not appropriate to remove rather than repair or replace a character-defining roof feature on a primary or other highly-visible elevation.

Porches, Entrances & Balconies, pg. 57

1. Retain and preserve historic porches, entrances, balconies, and terraces and their decorative and functional features that are important in defining the historic character of a district building — such as columns, pilasters, balustrades, brackets, latticework, soffits, and tongue-and-groove flooring— as well as their finishes.
2. If replacement of an entire porch, entrance or balcony feature is necessary due to deterioration, replace it in kind, matching the original in design, dimension, detail, texture, color, and material. Consider compatible substitute materials only if using the original material is not feasible.

THEREFORE, on the basis of all the foregoing, IT IS ORDERED that the application for a Certificate of Appropriateness be (granted/denied) subject to review and approval of all city staff and its designated departments.

Exhibits:

1. Aerial Map
2. Zoning Map
3. Historic District Map
4. Application
5. Sweet Union Photo
6. Existing Conditions/Proposals
7. APO List
8. APO Map

Prepared by: WN 10/19/21



Ortho Map

PLHR-2022-00060

Legend

-  Centerlines
-  Parcels

**Existing: R-10
(Residential High Density)**

Owner: PM Home Solutions LLC

Acres: .283



0 40 80
 Feet



Zoning Map

PLHR-2022-00060

Legend

 Parcels

 Centerlines

Zoning Districts

 R-10

Existing: R-10
(Residential High Density)

Owner: PM Home Solutions LLC

Acres: .283



0 35 70 Feet



S CHURCH ST

E HUDSON ST



Historic District Map

PLHR-2022-00060

Legend

-  Parcels
-  Centerlines
-  Historic District

**Existing: R-10
(Residential High Density)**

Owner: PM Home Solutions LLC

Acres: .283



0 35 70 Feet



HISTORIC DISTRICT COMMISSION
APPLICATION FOR REVIEW

FOR STAFF USE ONLY

Date submitted: _____
Application No: _____
Approved: _____ Denied: _____
_____ Administrative review
_____ Commission Review

1. Property location: 603 South Church St Monroe NC
Applicant's name: Philip Mulwaha
Applicant's address: 603 South Church St Monroe NC
28112

Applicant's telephone number: 704-254-5764
Applicant's email address: SERVICE@PMHOME SOLUTIONS.NET
Property Tax identification number: 81-97-0352
092 34 115

2. The property is owned by (if different from above) PM HOME SOLUTIONS LLC
Address: _____ Telephone: 704-254-5764

3. The following Certificate of Appropriateness is requested for: 603 SOUTH CHURCH ST
Please provide a brief description of the project: REPAIRING TO REBUILD 1980'S SHED
SLANTED ROOF ON PORCH AND PUT BACK TO ORIGINAL
PUTTING SATOR TEETH BACK, REPLACE COLUMNS WITH 6"
TUSCAN STYLE, REPLACE DECKING + HANDRAIL, ADD
DECKING TO REAR BRICKED OVER AREA, SEVERAL
REPAIRS, REPLACE TOP LEFT VYUVAL WINDOW WITH DOOR
TO MATCH OTHERS

4. Attach a site plan showing the existing and proposed improvements, necessary setback lines, photographs of current and proposed materials. (Assistance is available to determine setback requirements at the Department of Planning & Development, 300 W. Crowell Street).

Mulwaha Philip

Applicant- Printed

[Signature]

Applicant- Signed

10-6-21

Date Submitted

****If you are signing on behalf of a company, please include your title within the company****

Please sign and return to the Department of Planning & Development, P.O. Box 69, Monroe, NC 28111-0069;
Telephone: (704) 282-4520. Applicants are responsible for providing all required information.

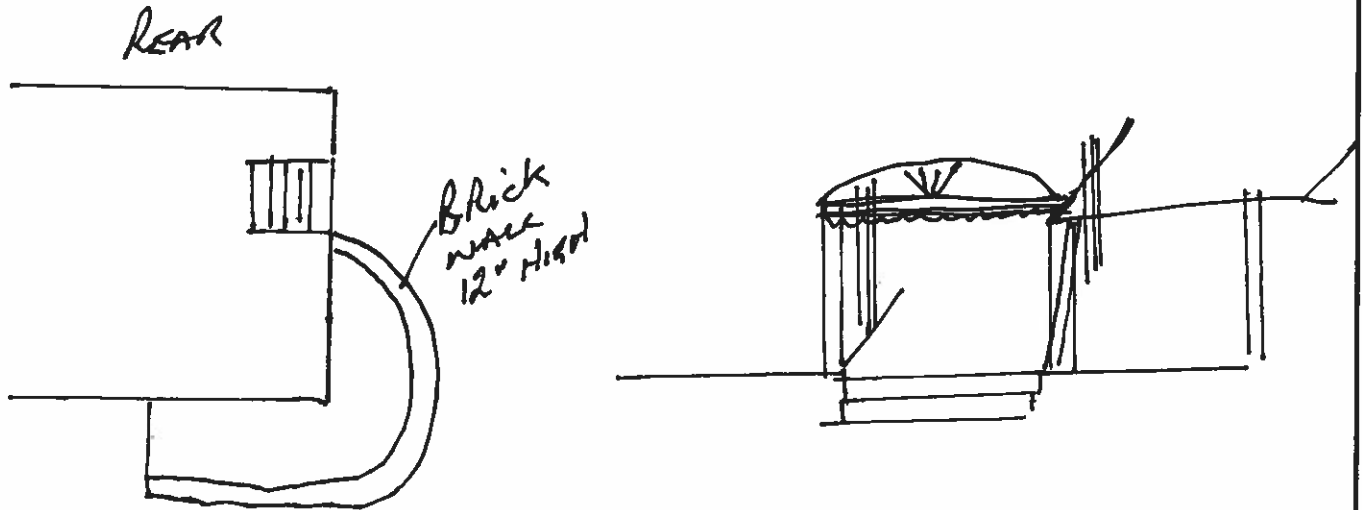
Incomplete applications will not be processed and will not be accepted after the 30 day deadline.

If your project is required to be heard by the commission, you or a representative
will need to attend the meeting.

HISTORIC DISTRICT COMMISSION FINAL PLAN SUBMISSION CHECKLIST

Required materials for all applications:

- ☐ Completed application form. Describe clearly and in detail the nature of the proposed project. Attach additional sheets if necessary.
- ☐ Photographs of site and existing conditions, as well as any proposed materials.
- ☐ Site plan showing property lines, existing and proposed changes



DO NOT WRITE BELOW THIS LINE

Additional conditions and remarks: _____

Authorized signature

Date

From: William Nance
Sent: Tuesday, October 26, 2021 8:29 AM
To: William Nance
Subject: RE: COA - 603 S. Church St.

From: Philip Millward [<mailto:Philip@pmhomesolutions.net>]
Sent: Wednesday, October 20, 2021 9:43 AM
To: William Nance <wnance@monroenc.org>
Subject: Re: COA - 603 S. Church St.

Philip Millward trading as of PM Home solutions Llc owner and like 99% of decks it will be pressure treated wood

On Wed, Oct 20, 2021, 09:39 William Nance <wnance@monroenc.org> wrote:

Philip,

For the rear brick oval decking, will it be wood, or what material are you proposing?

In addition, I would like to confirm your title within PM Home Solutions LLC. Our Assistant City Attorney will want to see this information to ensure you are authorized to sign off on the application.

Thank you,

William Nance
Planning Technician
City of Monroe
300 W. Crowell Street
Monroe, NC 28111-0069
(704)-282-4550

wnance@monroenc.org

From: Philip <philip@pmhomesolutions.net>
Sent: Friday, October 15, 2021 6:41 AM
To: William Nance
Subject: Re: COA - 603 S. Church St.

On Oct 14, 2021, at 11:28, William Nance <wnance@monroenc.org> wrote:

Philip,

As I was reviewing your COA application for 603 S. Church Street, I noticed that you are requesting approval for something in the rear of the property. You are proposing to add decking to the rear bricked oval, therefore, I need a picture to include in the report. Please send a photo of the existing conditions, as well as a rendering of what you are proposing.

Please let me know if you have any further questions.

Thank you,

William Nance
Planning Technician
City of Monroe
300 W. Crowell Street
Monroe, NC 28111-0069
(704)-282-4550
wnance@monroenc.org

<image001.gif>

*Philip
Millward*



PM Home Solutions LLC

Confidentiality Notice: This email may contain confidential and privileged material for the sole use of the intended recipient(s). Any review or distribution by others is strictly prohibited. If you are not the intended recipient, be advised that any unauthorized disclosure, copying, distribution, or the taking of any action in reliance on the contents of this information is strictly prohibited. If you have received this email in error, please

immediately delete this message and attachments (including all copies) and notify the sender by return e-mail or by cell/mobile :704-254-5764



From: William Nance
Sent: Tuesday, October 26, 2021 8:28 AM
To: William Nance
Subject: RE: Porch

From: Philip Millward <Philip@pmhomesolutions.net>
Sent: Friday, October 8, 2021 11:44 AM
To: Keri Mendler <khutchins@monroenc.org>
Subject: Porch

Firstly thankyou for meeting me regarding the shed roof on porch, please add replace or repair porch floor and rail with like materials to my coa.
regards Philip

From: Philip Millward <Philip@pmhomesolutions.net>
Sent: Thursday, October 28, 2021 8:54 AM
To: William Nance
Subject: Re: 603 S. Church St.

Owner the property is also in my company name

On Thu, Oct 28, 2021, 08:16 William Nance <wnance@monroenc.org> wrote:

Philip,

Thank you for clarifying the material of the proposed columns.

Did you receive my email regarding your title within PM Home Solutions LLC? The Assistant City Attorney would like this to be included in the application. Would you please state your title to include in the report.

Thanks again,

William Nance
Planning Technician
City of Monroe
300 W. Crowell Street
Monroe, NC 28111-0069
(704)-282-4550

wnance@monroenc.org

From: Philip Millward [mailto:Philip@pmhomesolutions.net]
Sent: Wednesday, October 27, 2021 5:45 PM
To: William Nance <wnance@monroenc.org>
Subject: Re: 603 S. Church St.

that is correct yes fibreglass

On Wed, Oct 27, 2021, 16:00 William Nance <wnance@monroenc.org> wrote:

Philip,

Any material you would like to request is fine, I just want to ensure that I am present the correct request to the Commission. Just to confirm, you are proposing fiberglass columns?

Thank you,

William Nance

Planning Technician

City of Monroe

300 W. Crowell Street

Monroe, NC 28111-0069

(704)-282-4550

wnance@monroenc.org

From: Philip Millward [<mailto:Philip@pmhomesolutions.net>]

Sent: Wednesday, October 27, 2021 3:52 PM

To: William Nance <wnance@monroenc.org>

Subject: Re: 603 S. Church St.

please clarify from past C.O.A 's for 203 S Church st and 601 S Church st (the first allowed)they will be fibreglass as allowed ref above the new wood columns are finger jointed bits of wood that unless painted yearly will belly with any wieght such as a porch roof 100 years ago they were turned in one piece a solid tree , thus lasted 100 years .If you ever need clarification of something I ve renovated and fixed 50% of the houses in downtown,and until last year was a long stand member of the historic board.

regards Philip

On Wed, Oct 27, 2021, 14:48 William Nance <wnance@monroenc.org> wrote:

Philip,

After reviewing the information provided in the application, our Assistant City Attorney has requested that you clarify the material for the proposed front porch columns. I understand that these columns will be the 6" Tuscan style, however, we need to include the material in the report. Please let me know as soon as possible in order to complete the report for the project.

Thank you,

William Nance

Planning Technician

City of Monroe

300 W. Crowell Street

Monroe, NC 28111-0069

(704)-282-4550

wnance@monroenc.org

siding was installed under the porch. The front entrance was also altered by the addition of a large single door with sidelights and transoms. A series of one-story wings have been added to the rear. Other owners have included Dr. W. D. Pemberton, W. C. Sanders, assistant treasurer of the Sikee Company, and auditor E. L. Wolfe.

603 S. Church Street — E. D. Worley House; ca. 1895 — Local merchant E. D. Worley had this embellished, two-story, frame, eclectic Victorian house built ca. 1895. The single-pile, three-bay residence has a large central gable and a pair of gable-roofed rear wings. Centered in the front elevation is an extraordinary porch consisting of pedimented gables on either side of a rainbow roof with a pent. The gables have diagonal flushboarding and ornamental louvers, while in the rainbow end is a scroll-sawn sunburst and the pent roof has a scroll-sawn fringe. Turned posts support the roofs, between which are modern banister railings. The face of the house above the porch has chamfered mock half-timber-



ing. Under the eaves on either side of the porch are small sliding windows. A wide central doorway has a richly-ornamented Victorian surround with transoms. At the

NEW COLUMNS



OLD
PAINTED
WOOD
TRAIL
2X4

Applicant's Photos



Looking
UP INTO
FOREST

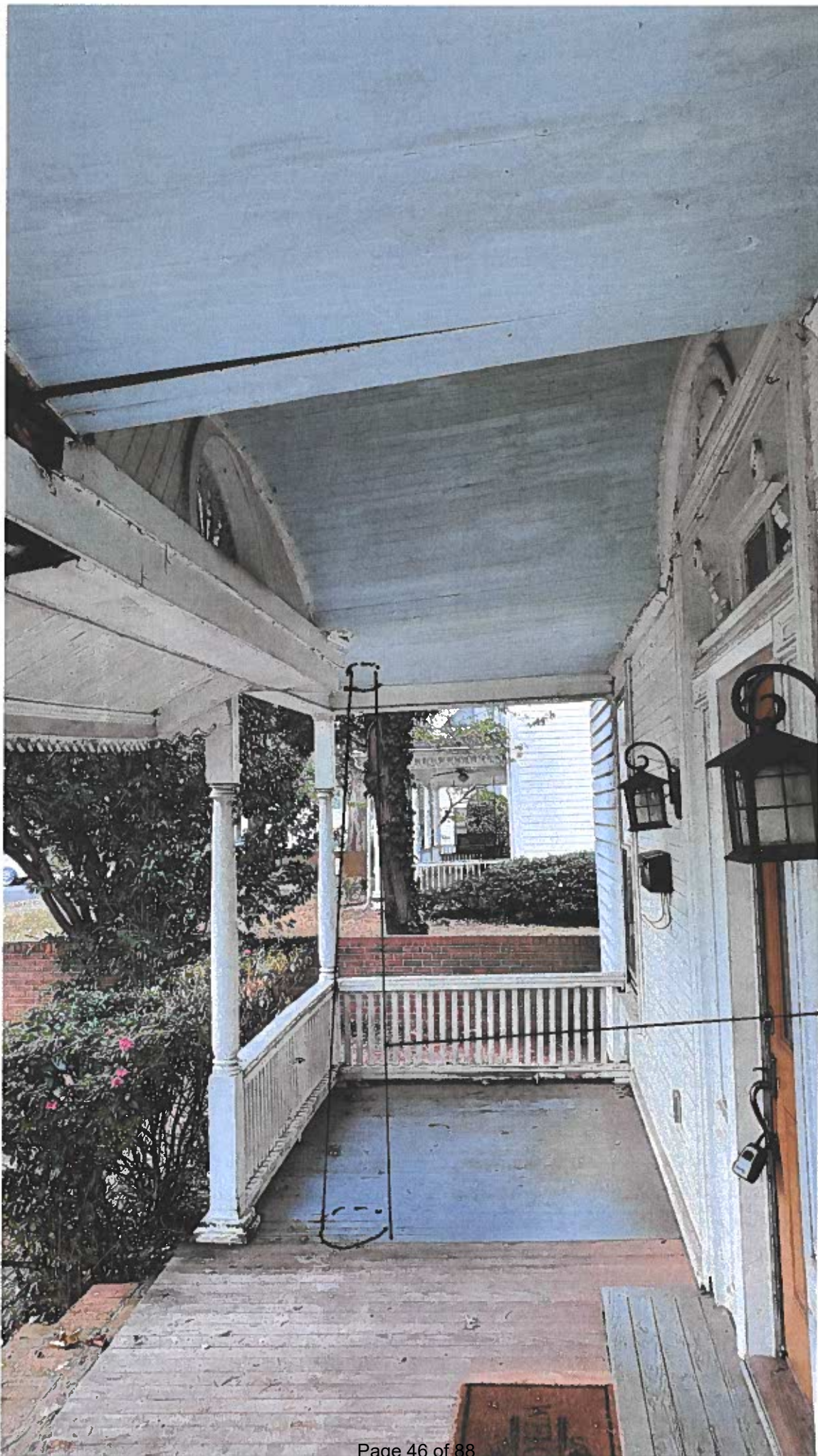
OLD
PAINTED
WOOD



EXPOSED
AREA

NEW
MATERIAL

ORIGINAL
2x4



Porch
Roof
DROPPED
3-4"

AREA OF
PROPOSED
COLUMN
TO SUPPORT
SEE
OLD PIC



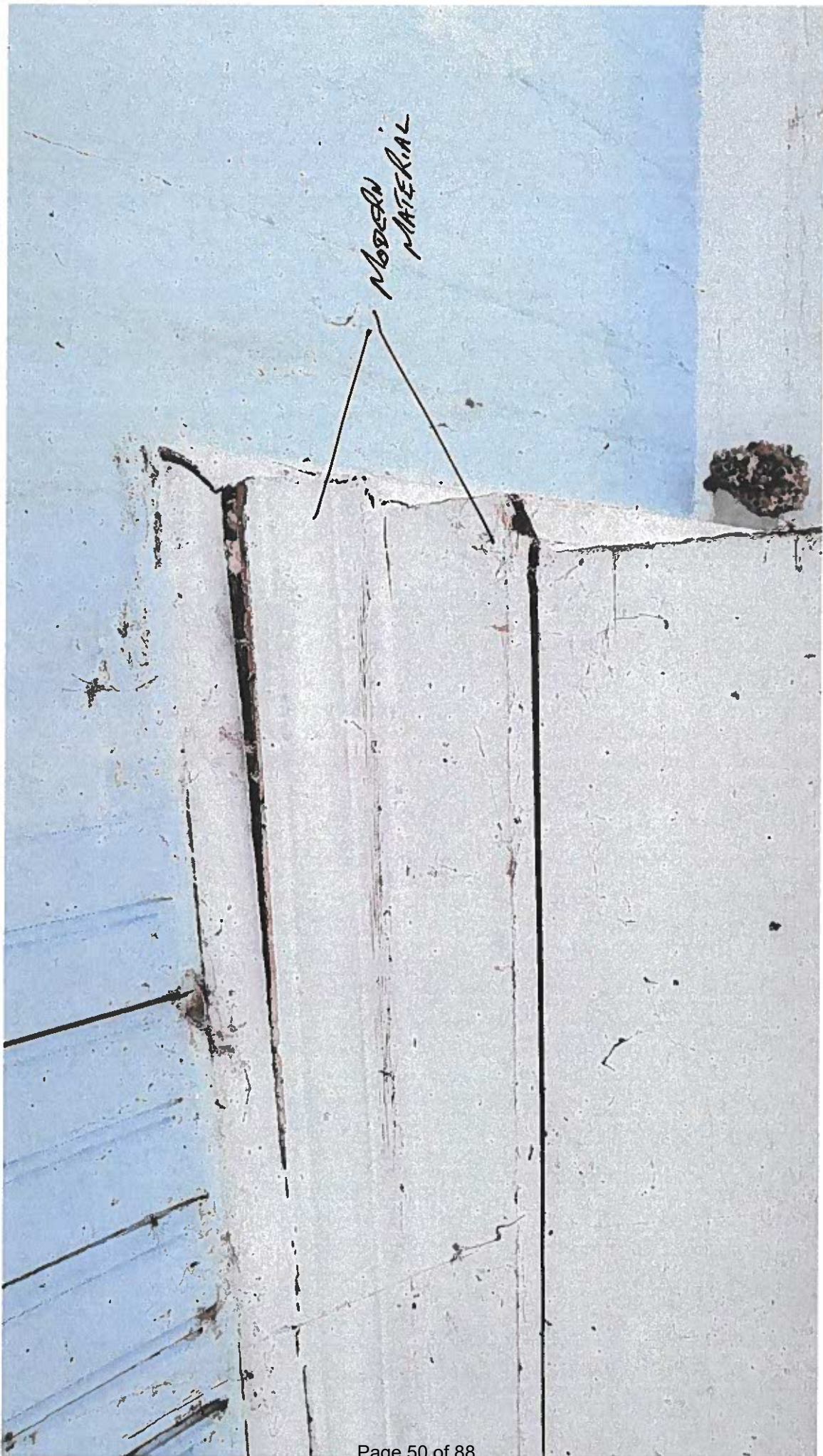
MODERN
2x4
ON TOP
OFF
ORIGINAL

ARCH
DROPPED
3"





Modern
2x4 (3.5x1.5)



INTERIOR
GRADE
WOOD



Existing columns on front porch



Existing columns on front porch



Proposed columns



Existing shed roof on front porch to be removed



Existing shed roof on front porch to be removed



Existing shed roof on front porch to be removed



Existing shed roof on front porch to be removed



Existing wood window



Existing wood window



Vinyl window to be replaced to look like existing wood window





Rear brick oval area - Applicant is proposing to add pressure treated wood decking to this area in the rear of the house.

PIN	PROPERTYST	OWNERNAME1	OWNERNAME2	OWNERADDRE	OWNERCITY	OWNERSTATE	OWNERZIP
09234105	606 S CHURCH ST	FISH MARIE T	FISH PAUL F	606 S CHURCH ST	MONROE	NC	28112
09234113	507 S CHURCH ST	STEWART JOSEPH NEIL		507 S CHURCH ST	MONROE	NC	28112
09234119	303 GREEN ST	GADDY DIANNE		303 E GREEN ST	MONROE	NC	28112
09234108	600 S CHURCH ST	BULLARD ROBERT B	BULLARD SHIRLE	600 S CHURCH ST	MONROE	NC	28112
09234116	605 CHURCH ST	HAWTHORNE AMANDA	HAWTHORNE M	605 S CHURCH ST	MONROE	NC	28112
09234121	300 HUDSON STREET	MANGUM VIRGINIA		1008 OAK HILL DR	MONROE	NC	28110
09234120	608 PARADISE ST	DAVIS CALVIN	WHITE BETTY	1712 PINEDELL AVE	MONROE	NC	28110
09234122	305 HUDSON ST	DMS CAPITAL LLC		2316 WENSLEY DR	CHARLOTTE	NC	28210
09234106	0 S CHURCH ST	FISH MARIE T	FISH PAUL F	606 SOUTH CHURCH	MONROE	NC	28112
09234107	602 S CHURCH STREET	W3G LLC		PO BOX 1584	MONROE	NC	28111
09234109	506 S CHURCH ST	HELMS LIBBY ZEALY		502 S HAYNE ST	MONROE	NC	28112
09234114	601 S CHURCH ST	DEFORREST MATTHEW M	NAPIER TAURA S	601 S CHURCH ST	MONROE	NC	28112
09234123	307 HUDSON ST	DMS CAPITAL LLC		2316 WENSLEY DR	CHARLOTTE	NC	28210
09234115	603 S CHURCH ST	PM HOME SOLUTIONS LLC		3106 HOLLY TREE LN	MONROE	NC	28110
09234117	607 S CHURCH ST	MCMILLIAN-ORR ANGELA		607 S CHURCH ST	MONROE	NC	28112
09234118	301 GREEN ST	AYALA VICTOR A	CORTEZ ANA M	301 E GREEN ST	MONROE	NC	28112

APO Map

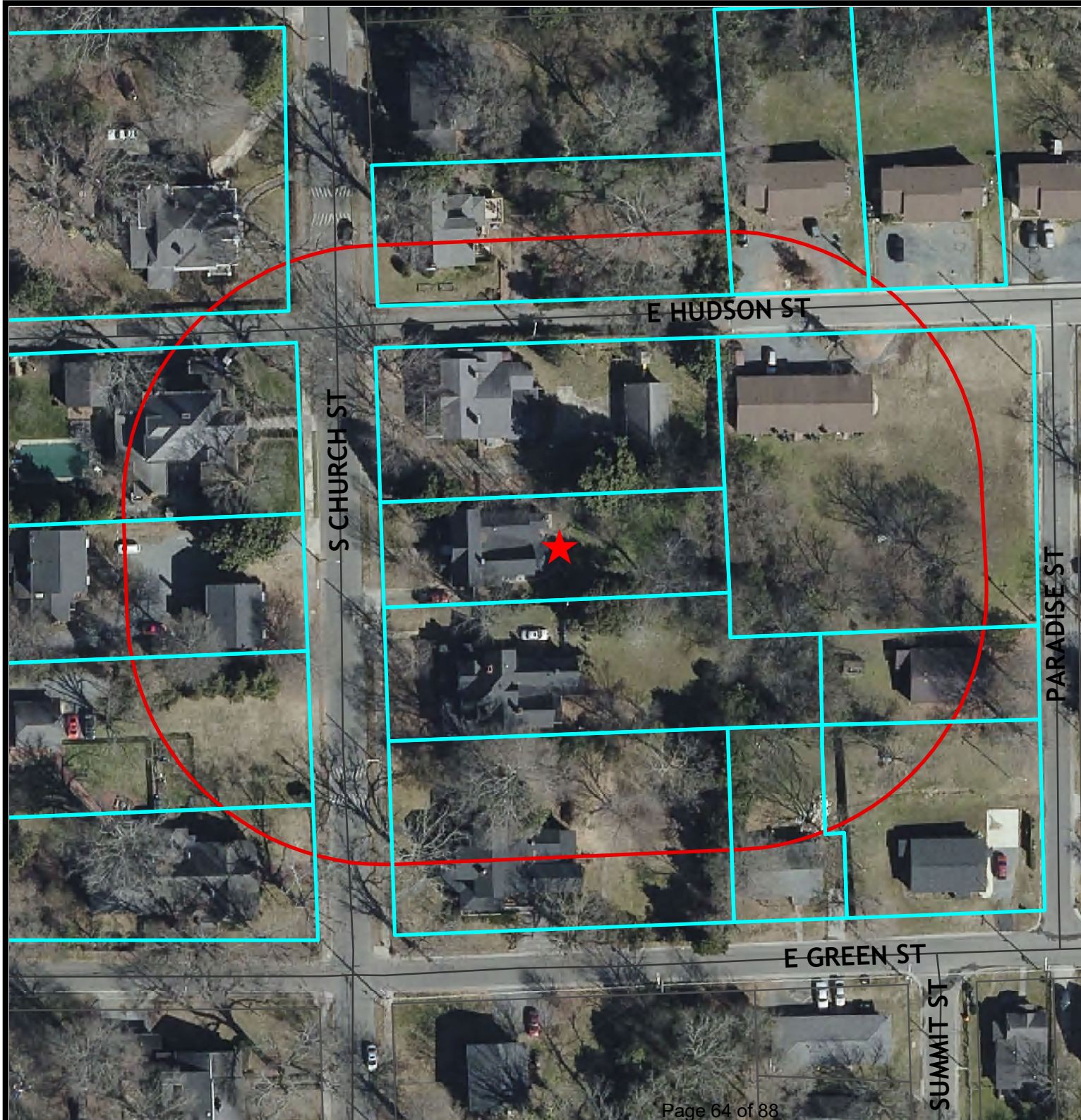
PLHR-2022-00060

Legend

- Centerlines
- Parcels
- 150-foot Buffer
- Notified Properties
- Subject Property



0 65 130 Feet



STAFF REPORT

PLHR-2022-00061

TO: Historic District Commission Members

DATE: November 8, 2021

FROM: Keri Mendler, Planner

PREPARED BY: William Nance, Planning Technician

SUBJECT: Certificate of Appropriateness request at 505 Parker Street

SUMMARY STATEMENT

The Historic District Commission is requested to consider a Certificate of Appropriateness from Erik Kleber. The applicant has requested approval of a previously constructed shed in the rear of the property located at 505 Parker Street.

SITE DATA

Type of Action:	Certificate of Appropriateness
Date of Petition:	10-6-21
Name of Petitioner:	Erik Kleber
Location:	505 Parker Street
Tax ID #:	09-235-046C
Lot Size:	0.30 acres
Zoning Classification:	R-10 (Residential- High Density)

GENERAL INFORMATION

The residential structure is the Dearing-Bundy House, built around 1905 by grocer A.L. Dearing. It was originally located at 108 W. Houston Street, but relocated to 505 Parker Street to allow for expansion of the church and preserve the historic structure. It is a one and one-half story frame Classical Revival cottage that features a T-shaped plan with a hip-roofed main block and symmetrical gabled bays on the side elevations. A large gabled dormer is centered on the front roof slope, and a small gabled dormer is on the west slope. A one-story wing extends across the rear. Tuscan columns linked by a square section balustrade support the one-story wraparound porch. The three-bay façade consists of paired two over two windows flanking the entrance, to the

right of which is a vertical rectangular window. Brick chimneys with corbelled caps are located on the side roof slopes.

RELEVANT DESIGN STANDARDS

Garages and Accessory Structures (pg. 35)

1. Locate and orient new garages and accessory structures in rear yards and in traditional relationships to the primary building as determined by historic siting patterns in the district.
The applicant has constructed the shed in the rear yard. It is located at least 10 feet from both the side and rear property lines. It is located on the footprint of the previous shed.
 2. It is not appropriate to introduce prefabricated metal accessory structures in the historic district. Prefabricated wooden accessory structures are appropriate to introduce only if they are compatible in size, scale, form, height, proportion, materials and details with other accessory structures in the historic district.
The shed was constructed on site and features hardie board siding, as well as asphalt shingles. The shed is 10 feet by 12 feet and 8 feet in height at the rear and 10 feet in height at the front.
 3. It is not appropriate to introduce a new garage or accessory building if doing so will detract from the overall historic character of the primary building and the site or require removal of a significant building element or site feature, such as a mature tree or side porch.
The new shed was constructed on the same footprint as the previous shed. It does not appear any other site features were removed.
-

FINDINGS

Staff offers the following Findings:

1. The subject property located at 505 Parker Street is owned by Sandra Pittman and is zoned R-10 (Residential-High Density). (Exhibit 1-2)
2. The property is located in the South Monroe Historic District. (Exhibit 3)
3. On October 6, 2021 the applicant applied for a COA to request approval of a previously constructed building. (Exhibit 4-8)
4. The proposed structure does meet the review criteria for a Certificate of Appropriateness according to Section 156.202 of the Unified Development Ordinance.
5. All adjacent property owners have been notified of the Certificate of Appropriateness request. (Exhibit 9-10)

CONCLUSIONS

The construction of a shed in the rear of the property at 505 Parker Street as presented (is/is not) congruous in concept according to the *Garages and Accessory Structures* guidelines of the *South Monroe Historic District Guidelines*:

Garages and Accessory Structures (pg. 35)

1. Locate and orient new garages and accessory structures in rear yards and in traditional relationships to the primary building as determined by historic siting patterns in the district.
2. It is not appropriate to introduce prefabricated metal accessory structures in the historic district. Prefabricated wooden accessory structures are appropriate to introduce only if they are compatible in size, scale, form, height, proportion, materials and details with other accessory structures in the historic district.
3. It is not appropriate to introduce a new garage or accessory building if doing so will detract from the overall historic character of the primary building and the site or require removal of a significant building element or site feature, such as a mature tree or side porch.

THEREFORE, on the basis of all the foregoing, IT IS ORDERED that the application for a Certificate of Appropriateness be (granted/denied) subject to review and approval of all city staff and its designated departments.

Exhibits:

1. Aerial Map
2. Zoning Map
3. Historic District Map
4. Application
5. Site Plan
6. Photos
7. Building Plans
8. Previous Shed
9. APOs
10. APO Map

Prepared by: WN 10-20-21



Ortho Map

PLHR-2022-00061

Legend

-  Centerlines
-  Parcels

Existing: R-10
(Residential - High Density)

Owner: Sandra Pittman

Acres: .30



0 40 80
 Feet

Zoning Map

PLHR-2022-00061

Legend

 Parcels

 Centerlines

Zoning Districts

 R-10

Existing: R-10
(Residential - High Density)

Owner: Sandra Pittman

Acres: .30



0 30 60
 Feet

PARKER ST

W HUDSON ST

Historic District Map

PLHR-2022-00061

Legend

-  Parcels
-  Centerlines
-  Historic District

**Existing: R-10
(Residential - High Density)**

Owner: Sandra Pittman

Acres: .30



0 30 60 Feet


PARKER ST

W HUDSON ST



HISTORIC DISTRICT COMMISSION
APPLICATION FOR REVIEW

FOR STAFF USE ONLY

Date submitted: _____
Application No: _____
Approved: _____ Denied: _____
_____ Administrative review
_____ Commission Review

1. Property location: 505 PARKER STREET

Applicant's name: ERIK KLEBER

Applicant's address: 505 PARKER ST.
MONROE, NC. 28112

Applicant's telephone number: 704-724-3665

Applicant's email address: ERIK.KLEBER@VIVIDDATAGROUP.COM

Property Tax Identification number: _____ - _____ - _____

2. The property is owned by (if different from above) SANDRA PITTMAN
Address: 505 PARKER ST, MONROE, NC 28112 Telephone: 980-699-6803

3. The following Certificate of Appropriateness is requested for: SHED REPLACEMENT
Please provide a brief description of the project REPLACING EXISTING SHED THAT WAS
ROTTED. 10x14 SHED PLACED ON EXISTING SHED FOOTPRINT.

4. Attach a site plan showing the existing and proposed improvements, necessary setback lines, photographs of current and proposed materials. (Assistance is available to determine setback requirements at the Department of Planning & Development, 300 W. Crowell Street).

ERIK KLEBER

Applicant- Printed

Applicant- Signed

10/6/21

Date Submitted

****If you are signing on behalf of a company, please include your title within the company****

Please sign and return to the Department of Planning & Development, P.O. Box 69, Monroe, NC 28111-0069;
Telephone: (704) 282-4520. Applicants are responsible for providing all required information.

Incomplete applications will not be processed and will not be accepted after the 30 day deadline.

If your project is required to be heard by the commission, you or a representative
will need to attend the meeting.

**HISTORIC DISTRICT COMMISSION
FINAL PLAN SUBMISSION CHECKLIST**

Required materials for all applications:

- ☐ Completed application form. Describe clearly and in detail the nature of the proposed project. Attach additional sheets if necessary.
- ☐ Photographs of site and existing conditions, as well as any proposed materials.
- ☐ Site plan showing property lines, existing and proposed changes

DO NOT WRITE BELOW THIS LINE

Additional conditions and remarks: _____

Authorized signature

Date

From: Erik Kleber <erik.kleber@vividdatagroup.com>
Sent: Monday, October 25, 2021 3:18 PM
To: William Nance
Subject: Re: 505 Parker Street

Sorry William, busy day. The shed is 8' at the back and 10' at the front. Please let me know if you need anything else. Thanks for the reminder BTW.

On Mon, Oct 25, 2021 at 2:00 PM William Nance <wnance@monroenc.org> wrote:

Erik,

Just following up on our conversation about the height of the shed. Did you get a chance to get the measurements? I will need that by the end of the day today.

Thank you,

William Nance
Planning Technician
City of Monroe
300 W. Crowell Street
Monroe, NC 28111-0069
(704)-282-4550

wnance@monroenc.org

From: Erik Kleber [mailto:erik.kleber@vividdatagroup.com]
Sent: Friday, October 22, 2021 9:24 AM
To: William Nance <wnance@monroenc.org>
Subject: Re: 505 Parker Street

Not sure, can I get with you on Monday so I can measure it?

On Thu, Oct 21, 2021 at 4:05 PM William Nance <wnance@monroenc.org> wrote:

Erik,

This will work fine. I also had one last question while preparing the report for the shed. How tall is the shed?

Thanks,

William Nance

Planning Technician

City of Monroe

300 W. Crowell Street

Monroe, NC 28111-0069

(704)-282-4550

wnance@monroenc.org

From: Erik Kleber [mailto:erik.kleber@vividdatagroup.com]

Sent: Thursday, October 21, 2021 10:17 AM

To: William Nance <wnance@monroenc.org>

Subject: Fwd: 505 Parker Street

Will this work?

Sent from my iPhone

Begin forwarded message:

From: sandiepitt <sandiepitt@aol.com>

Date: October 21, 2021 at 10:12:23 AM EDT

To: Erik Kleber <erik.kleber@vividdatagroup.com>
Subject: Re: Fwd: 505 Parker Street

Attached. I, Sandra Pittman, give Erik Kleber permission to sign as my agent, for the completion of building on my property!

[Sent from the all new AOL app for iOS](#)

On Thursday, October 21, 2021, 10:05 AM, Erik Kleber
<erik.kleber@vividdatagroup.com> wrote:

Morning Sandy, I need you to type up and email that says it is alright for me to sign the shed papers in your name. You can just send it back to me and I will forward it to the city. Thanks

----- Forwarded message -----

From: **William Nance** <wnance@monroenc.org>
Date: Thu, Oct 21, 2021 at 8:03 AM
Subject: RE: 505 Parker Street
To: Erik Kleber <erik.kleber@vividdatagroup.com>

Erik,

An email from her will suffice.

Thank you,

William Nance
Planning Technician
City of Monroe
300 W. Crowell Street
Monroe, NC 28111-0069
(704)-282-4550

wnance@monroenc.org

From: Erik Kleber [mailto:erik.kleber@vividdatagroup.com]
Sent: Wednesday, October 20, 2021 5:15 PM
To: William Nance <wnance@monroenc.org>
Subject: Re: 505 Parker Street

Got it, my mother-in-law is out of town till next week. I will try and get her to type something up. Is there a form or do you just need an email that you can forward stating that I can sign for her?

On Wed, Oct 20, 2021 at 4:32 PM William Nance
<wnance@monroenc.org> wrote:

Erik,

No problem, I just wanted to have the correct information in my presentation.

Also, did you receive my prior email confirming that you are able to sign off on this application? This is because you are not the owner of the home. Our Assistant City Attorney will want an email or something in writing from the owner of the home indicating that you are permitted to sign off on this application.

Thank you,

William Nance
Planning Technician
City of Monroe
300 W. Crowell Street
Monroe, NC 28111-0069
(704)-282-4550

wnance@monroenc.org

From: Erik Kleber [mailto:erik.kleber@vividdatagroup.com]
Sent: Wednesday, October 20, 2021 11:34 AM
To: William Nance <wnance@monroenc.org>
Subject: Re: 505 Parker Street

Sorry, it was gonna be 10x14 but we went with 10x12 to make it the size of the previous shed we replaced. Sorry for the confusion.

On Wed, Oct 20, 2021 at 11:00 AM William Nance
<wnance@monroenc.org> wrote:

Erik,

I noticed another aspect of your application that I wanted to discuss with you. The application states that the building is 10' x 14', however, in many of the other documents 14' has been crossed out and replaced with 12'. I want to confirm which of these sizes is accurate.

Thank you,

William Nance
Planning Technician
City of Monroe
300 W. Crowell Street
Monroe, NC 28111-0069
(704)-282-4550

wnance@monroenc.org

From: William Nance
Sent: Tuesday, October 19, 2021 4:52 PM
To: 'Erik Kleber' <erik.kleber@vividdatagroup.com>
Subject: RE: 505 Parker Street

Erik,

Of course. Staff is always here to assist you with any questions you may have.

I also wanted to confirm with you that you are able to sign off on this application. This is because you are not the owner of the home. Our Assistant City Attorney will want an email or something in writing from the owner of the home indicating that you are permitted to sign off on this application.

Please let me know if you have any further questions.

Thank you,

William Nance
Planning Technician
City of Monroe
300 W. Crowell Street
Monroe, NC 28111-0069
(704)-282-4550

wnance@monroenc.org

<image001.png>

From: Erik Kleber [<mailto:erik.kleber@vividdatagroup.com>]
Sent: Monday, October 18, 2021 10:27 AM
To: William Nance <wnance@monroenc.org>
Subject: Re: 505 Parker Street

Good morning William, they are the current setbacks. No relocation required that I can see. Thanks for your help with all this stuff. Gets kinda confusing at times.

On Mon, Oct 18, 2021 at 9:56 AM William Nance
<wnance@monroenc.org> wrote:

Erik,

I wanted to confirm with you that I received your application and all the required materials. I also had a question about the setbacks of the structure. You indicated on the site plan that the shed is over 10' from the side and rear property line. Are these the current setbacks of the structure, or are you planning to relocate the structure to meet the 10' requirement?

Thank you,

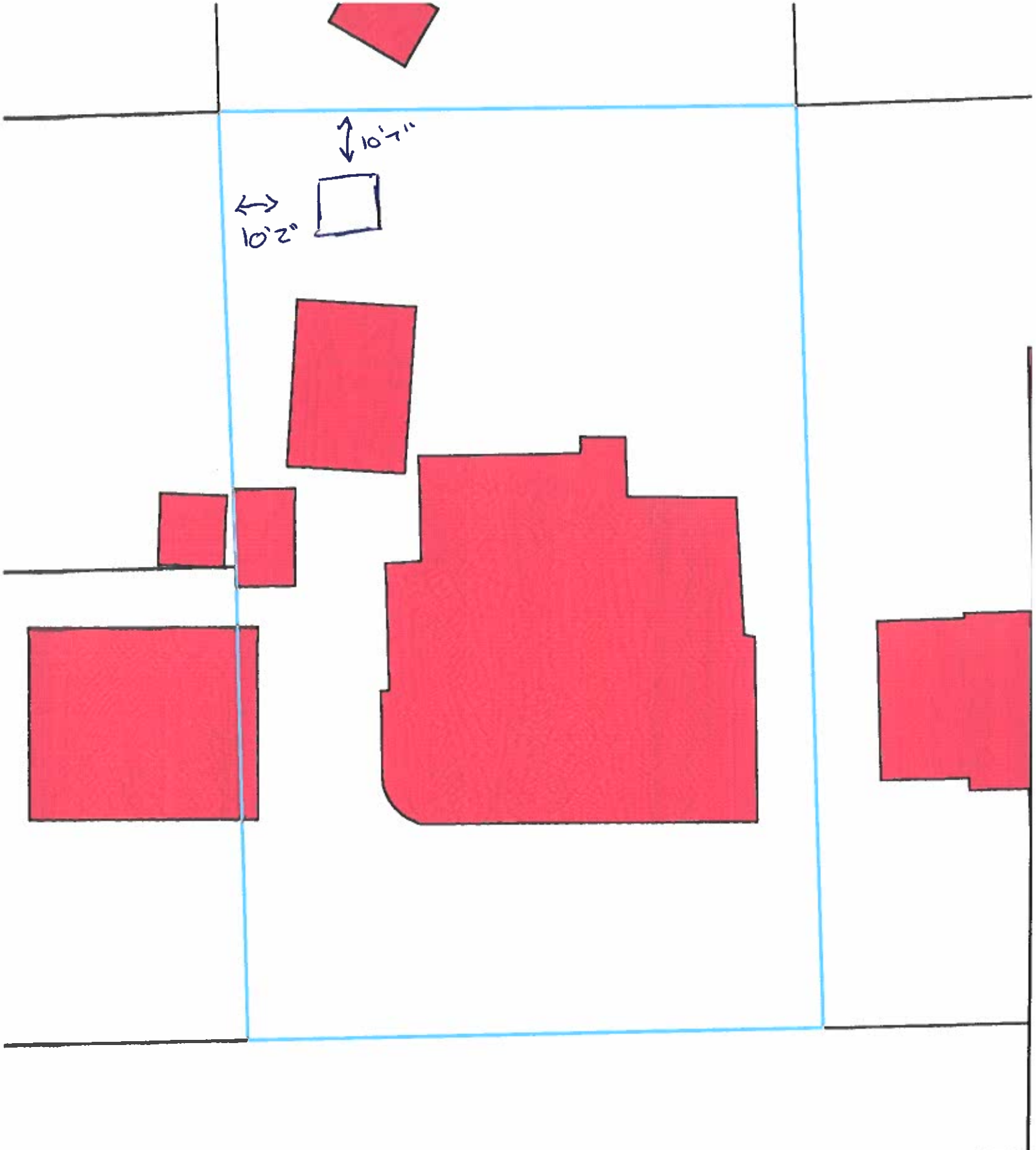
William Nance
Planning Technician
City of Monroe
300 W. Crowell Street
Monroe, NC 28111-0069
(704)-282-4550

wnance@monroenc.org

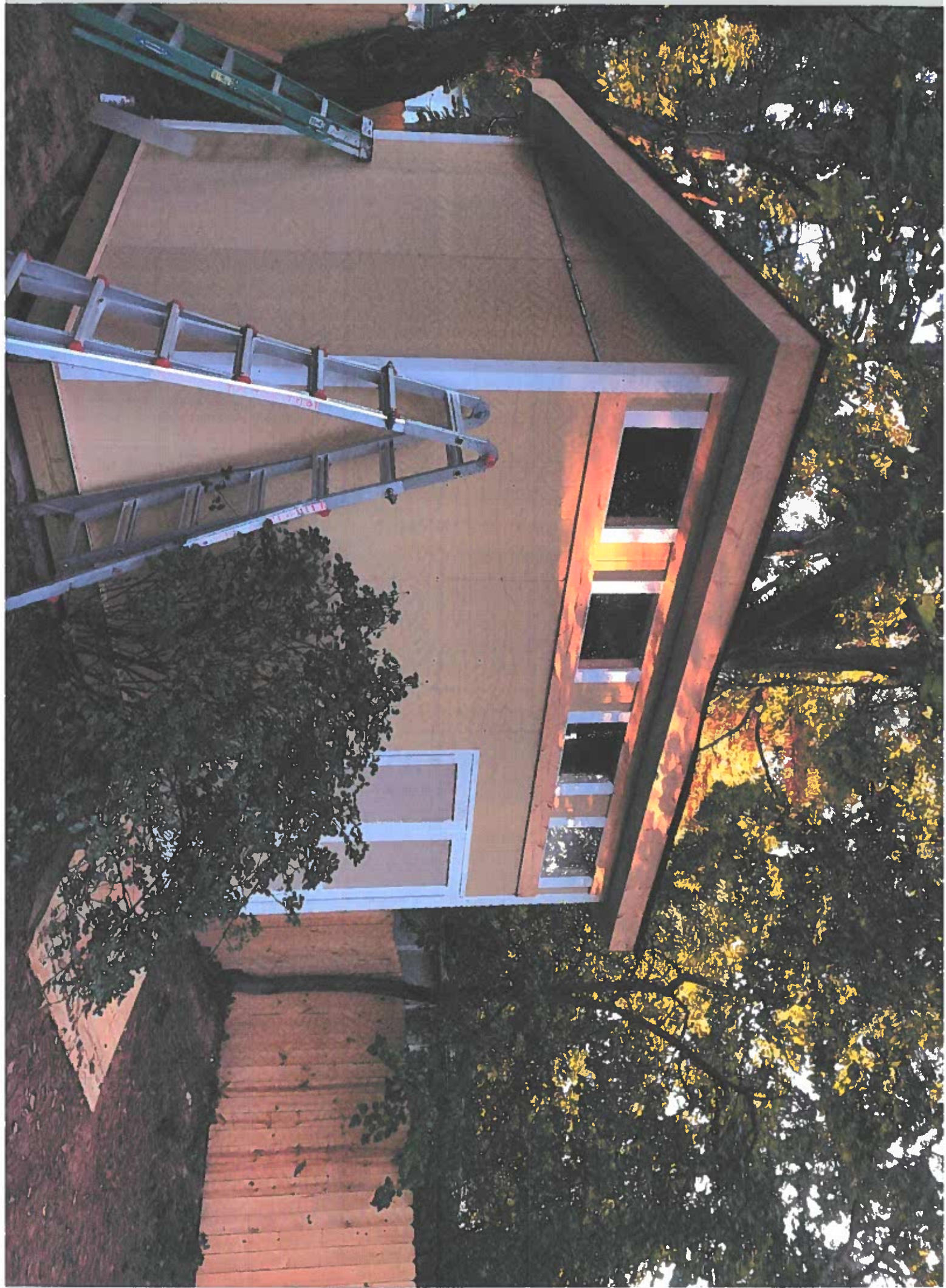
<image001.png>

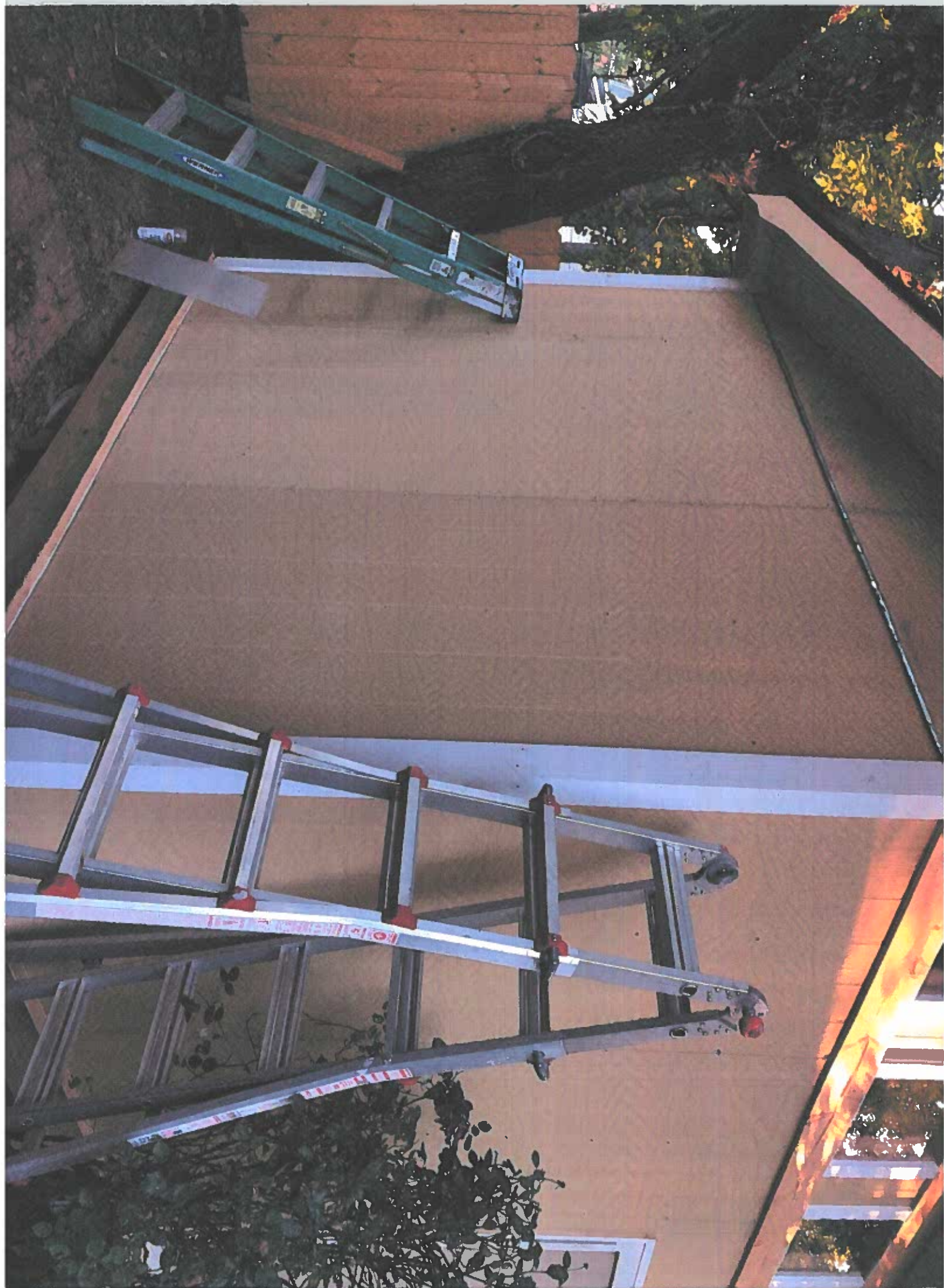
From: William Nance
Sent: Thursday, October 14, 2021 11:06 AM
To: 'Erik Kleber' <erik.kleber@vividatagroup.com>
Subject: RE: 505 Parker Street

Erik,



PARKER ST



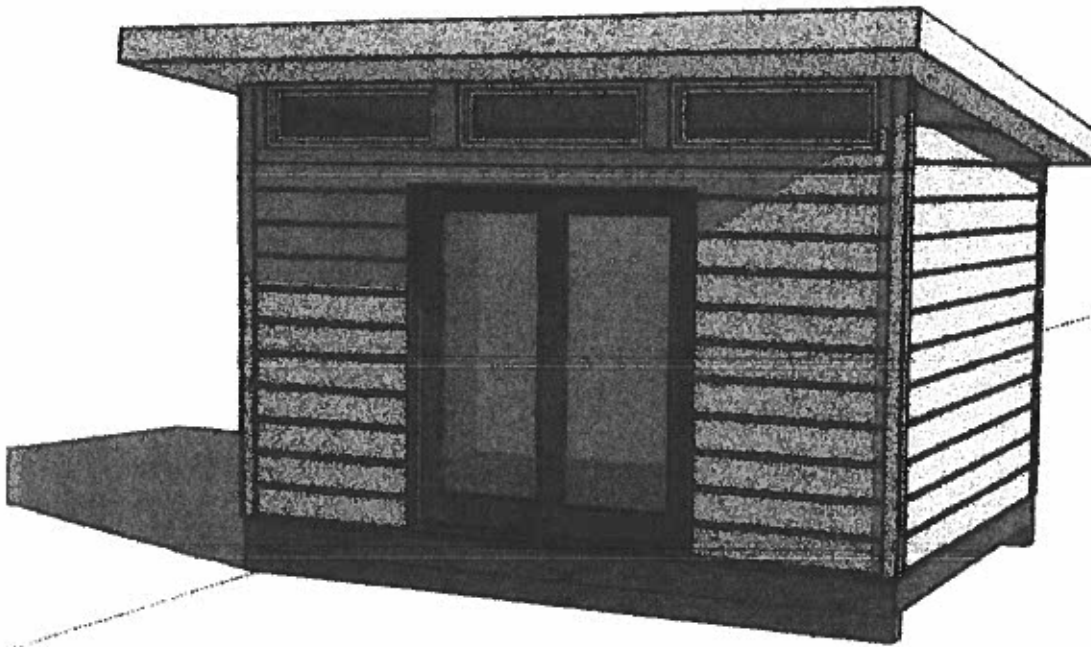






(707) 901-7433 Call Us

SHED PLANS SHOP STYLES SHOP SIZES
HOW TO BUILD A SHED GARAGES FAQ PHOTOS



10/14/21, 10:23 AM

10x14 Modern Shed Plans | 10x14 Office Shed Plans | Studio Shed

Floor = 2x8 floor joists with 3/4" floor sheathing.

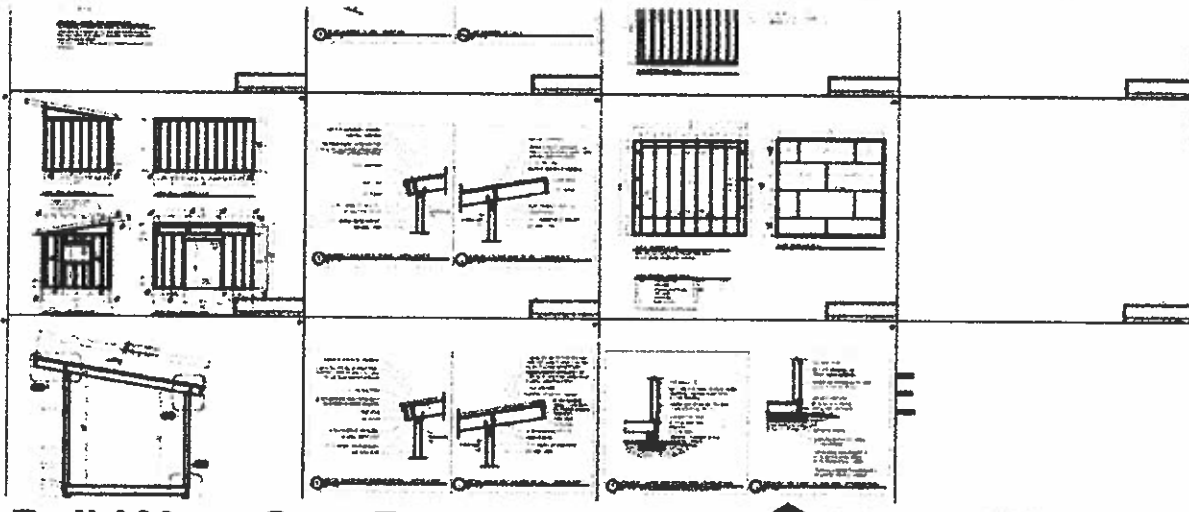
Walls: 2x4 framing at 16" on center with a double top plate and the lower shedwall height is 7'-6" the taller wall is 9'-2 1/2". The walls are sheathed with 7/16" O.S.B. which will hold any siding you wish to put on your modern shed.

Door = 2-2' 6" Shed Doors or. Other doors may be used.

Roof = The roof is framed using 2x8's at 16" on center. It is sheathed with 7/16" O.S.B.

Roofing = ASPHALT SHINGLES

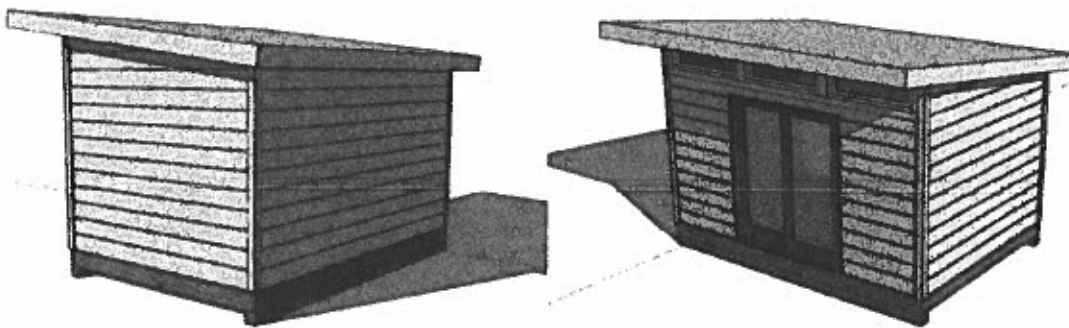
Siding = HARDIE BOARD 4' x 8'



10/14/21, 10:23 AM

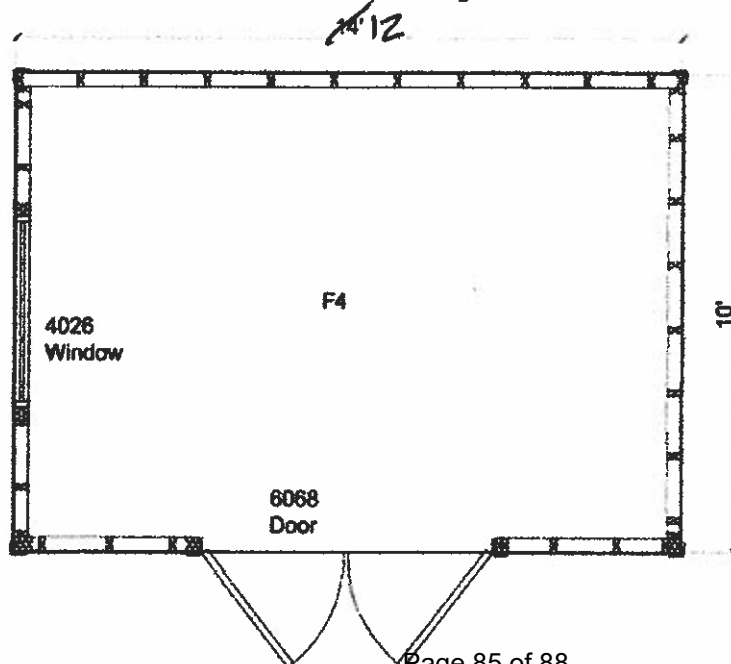
10x14 Modern Shed Plans | 10x14 Office Shed Plans | Studio Shed

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Build Your Own Backyard Shed!  iCreatables.com Build Your Own Backyard Shed!  iCreatables.com

10x¹²14 modern shed plan floor plan





PIN	PROPERTYST	OWNERNAME1	OWNERNAME	OWNERADDRESS	OWNERCITY	OWNERSTATE	OWNERZIP
09235099	201 W HOUSTON ST	BECKER JOSEPH	BECKER MAR	201 W HOUSTON ST	MONROE	NC	28112
09235036	600 S HAYNE ST	HOWARD JAMITHON M		600 S HAYNE ST	MONROE	NC	28112
09235100	203 W HOUSTON ST	THAPA BHIM KUMAR	THAPA REBEI	203 W HOUSTON ST	MONROE	NC	28112
09235236	506 PARKER ST	XALTIPA MARIA LUZ	XALTIPA MIG	506 PARKER ST	MONROE	NC	28112
09235233	201 LANCASTER AVE	LBG HOLDINGS LLC		107 E JEFFERSON ST	MONROE	NC	28110
09235038	504 S HAYNE ST	THRASHER DONNA G		504 S HAYNE ST	MONROE	NC	28112
09235237	510 PARKER ST	GOMEZ AMALIA	GOMEZ-MIR	510 PARKER ST	MONROE	NC	28112
09235046C	505 S PARKER ST	PITTMAN SANDRA SMITH		505 PARKER ST	MONROE	NC	28112
09235047	509 S PARKER ST	BLACKS MEMORIAL PRESBYTERIAN	CHURCH	509 S PARKER ST	MONROE	NC	28112
09235041	105 W HOUSTON ST	HARKEY JAMES	HARKEY TENI	8415 LANDSFORD RD	MONROE	NC	28112
09235042	106 W HOUSTON ST	FIRST BAPTIST CHURCH		109 MORROW AVE	MONROE	NC	28112
09235039	502 S HAYNE ST	HELMS LIBBY ZEALY		502 S CHURCH ST	MONROE	NC	28112
09235046A	107 W HOUSTON ST	WATSON LIANE	WATSON ALL	107 W HOUSTON ST	MONROE	NC	28112
09235099A	500 PARKER ST	BECKER JOSEPH	BECKER MAR	201 W HOUSTON ST	MONROE	NC	28112
09235037	100 W HUDSON ST	POLK DONALD O	POLK DOROT	500 WINDY DR	MONROE	NC	281102812
09235046	109 W HOUSTON ST	SMITH JENNIFER S		PO BOX 158	MONROE	NC	28111
09235046B	507 PARKER ST	DMS CAPITAL LLC		2316 WENSLEY DR	CHARLOTTE	NC	28210
09235235	502 PARKER ST	NAVA-VINALAY ORTENCIA		502 PARKER ST	MONROE	NC	28112
09235040	500 S HAYNE ST	HELMS ANN C		500 SOUTH HAYNE ST	MONROE	NC	28112
09235045	108 W HOUSTON ST	FIRST BAPTIST CHURCH		109 MORROW AVE	MONROE	NC	28112
09235238	100 CEMETERY DR	MELCHOR HIPOLITO	MELCHOR M.	100 CEMETARY ST	MONROE	NC	28112

APO Map

PLHR-2022-00061

Legend

-  Centerlines
-  Parcels
-  150-foot buffer
-  Notified Properties
-  Subject Property



0 75 150
Feet

