

HISTORIC DISTRICT COMMISSION MEETING AGENDA



Monday, December 6, 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 – November 8, 2021
- Item 3.** Conflicts of Interest
- Item 4.** 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) [Tabled at November 8, 2021 meeting]
- Item 5.** COA PLHR-2022-00097 Certificate of Appropriateness – The Historic District Commission is requested to consider a Certificate of Appropriateness request from Brenda Atchley for approval of previously installed wooden handrails at the property located at 806 W. Franklin Street (Tax ID #09-273-006)
- Item 6.** Next Meeting: January 10, 2022
- Item 7.** Adjournment

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

HISTORIC DISTRICT COMMISSION MINUTES
MONDAY, NOVEMBER 8, 2021 AT 6:30 PM
COUNCIL CHAMBERS - CITY HALL
300 West Crowell Street, Monroe, North Carolina

To be Approved at the December 2021 Meeting
Attendees to Sheri Laney on 11-9-21

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, Susan Sganga and Archie Morgan

Members Absent: None

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

Guests: Erik Kleber, Kent Wietharn, Michele King, Philip Millward, Matthew Belk

Chairman reminded everybody that this Commission is a quasi-judicial body and North Carolina State Law governs the process and proceedings tonight. He said this is considered an evidentiary hearing, the same as a court hearing, so anybody that is going to speak tonight on a Certificate of Appropriateness request will have to be sworn in. He said our discretion in the matters is limited and we are obligated to base our decision on the Standards that are in place and not on our own personal opinions.

ITEM 2: **Approval of Minutes.**

Chairman asked the Board if there were any questions, additions or deletions to the minutes of the October 11, 2021 Meeting. He called for a motion to adopt the minutes of the meeting.

Motion: Jennifer Smith moved to approve the minutes of the October 11, 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, Susan Sganga and Archie Morgan**

NAYS: **None**

ITEM 3: **Conflicts of Interest.**

James Kerr said he had a conflict with Item 5 on the agenda and would be recusing himself.

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*)

Chairman asked any parties offering testimony to come forward and be sworn. William Nance 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 this item was tabled at the October 11, 2021 meeting in order to give the applicant ample time in order to explore other design elements that are more congruous with the District. He said tonight he will present the alternative rendering from the applicant. 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 request approval of a 10-foot by 12-foot wooden shed. He said the application indicated that the shed would have asphalt shingles and a wood window. He said the shed was also to be constructed on site. (Exhibit 4-7)
4. This item was tabled at the October 11, 2021 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 new renderings for the Commission's consideration. He said the applicant is now proposing horizontal hardi-board siding and the applicant is also proposing to add circle soffit vents and grey corbels. He said the doors in the shed will be replaced similar to the new renderings and the shed will also be painted to match the house. (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)

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 there were any questions for William. There were none.

Chairman asked if there were any questions for the applicant. He asked the applicant to come forward and briefly highlight the changes that were made since you were here last month.

Mr. Matthew Belk came forward and said the siding will be replaced with hardi-board. He said they will be adding the circular soffits and corbels and then painting the shed. He said the doors will also be changed.

Jennifer Smith said the shed looked great. Everyone agreed.

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

Chairman asked if there was anyone here who would like to speak in opposition. There was no one.

Chairman asked for a motion.

Motion: Archie Morgan moved that the Historic District Commission find as a fact that the proposed project, COA PLHR-2022-00047, if constructed according to the plan reviewed at this meeting, is congruous with the character of the district because the applicant was requested last month to make some changes to the shed and it looks like he made all the appropriate changes that this Commission was looking for.

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

Second: James Kerr

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

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

NAYS: None

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

Motion: Archie Morgan said based on the preceding findings of fact, he moved that the Historic District Commission grant the Certificate of Appropriateness to this applicant, regarding the proposal as shown in COA application PLHR-2022-00047. 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, Susan Sganga and Archie Morgan

NAYS: None

Chairman said the COA is approved. He thanked Mr. Belk for coming back.

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 columns and 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)

James Kerr was recused and sat in the audience during this request.

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

William Nance, Planning Technician, introduced this item and said this is a Certificate of Appropriateness request for 603 S. Church Street. He said at this time he would introduce the findings:

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 to replace the existing front porch columns with 6” Tuscan fiberglass columns and add additional support 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. The application also included the replacement/repair of the front porch decking and railing with like-materials. This portion of the application was approved at staff level as a like for like change. (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.

Archie Morgan asked that the COA application, items requested section, be read as he cannot read the writing. Phillip Millward read the section and explained further to Mr. Morgan. Mr. Millward said he had Keri and William come out to the house to examine the roof.

Archie Morgan said to Phillip Millward that we see that you want to remove the shed-style roof on the porch. Mr. Millward said yes. Mr. Morgan said he is not seeing if the roof will be replaced. Mr. Millward said he will be put back to original. Mr. Morgan said he does not know what the original looked like. He asked if there was a picture of the original. Mr. Millward said no because he could not

get a picture of the original. He said you can see the old wood and the boxing underneath the new wood. He said it is boxed in.

Keri said whether the boxing that is up there is original or not, it is up to the Commission to decide whether he can remove the sloped shed or he needs to maintain it and bring the supports back up. She said obviously, at this point, there is not enough support so you can see some of the areas that are sloping. She said regardless of what is original or not, it is up to the Commission to decide whether the removal of the shed roof is congruous with the guidelines. She said, unfortunately, we were not able to find any images that showed what it would have looked like potentially. She said the oldest images we have were from either the late 1970s or 1980s and they all show the sloped roof. She said it is no different if somebody were to come to the Commission and say they want to remove a window or door.

Jennifer Smith had questions about the roof and what will be replaced. Phillip Millward said what he is doing is pulling everything down. He said on the outside you can see [in the picture] that it has dropped about 5 or 6 inches. He said it was never designed to be there. Ms. Smith asked Mr. Millward if the roof he was going to replace would be as long and wide as the picture. Mr. Millward said yes.

Jennifer Smith said another concern she had was that the replacement columns are very colonial-looking when the old columns are something that would be put on a 1800s house. Bob Bullard said half the old houses in Monroe that have been redone at some point in time have used that type of column because he thinks they were readily available at most building supply stores. He asked Archie Morgan what was the shape of his columns. Mr. Morgan said they are round. Ms. Smith said to Mr. Morgan that his house was not from the 1800s either.

Archie Morgan said to Phillip Millward that he understands that there is a lot of bad wood on the porch and roof. He said to Mr. Millward that you are not telling me that you are going to fix this sloped roof and that it is going to look like this [picture shown] again with all new wood. He said to Mr. Millward that he is saying that he does not know what it is going to look like. Mr. Millward said until you take all the old wood down you cannot tell what it is going to look like. He said he can say that it is going to be boxed.

Discussion was held on what the house would look like after the work was done. Mr. Millward said it will look very similar.

Bob Bullard said 30-years ago that house had two (2) front doors. Jennifer Smith said it was a duplex. Mr. Bullard said to Phillip Millward, from what he could see of the construction of that shed-type roof that it was not there originally. Mr. Millward said no.

Jennifer Smith asked Phillip Millward if he was going to leave the railing. Mr. Millward said yes.

Susan Sganga asked Phillip Millward if the roof was there when the house was built. Mr. Millward said as far as he could see, no, because it has modern 2 x 4s.

Jennifer Smith asked Phillip Millward if he would be replacing it with the same roofing material. Mr. Millward said yes.

Jennifer Smith said the only problem she has is the columns. She said she does not think they go with the house.

Bob Bullard asked what style house would you call this. James Kerr [in the audience] said it was a Queen Anne/Victorian. Jennifer Smith said a Victorian house would not have colonial columns.

Archie Morgan asked Phillip Millward if he looked at other columns that may be more fitting to the house than the ones you picked out. Mr. Millward said if you want him to put square columns on the house, he will put square ones on the house. He said because the rest of the street had Tuscan columns, he thought it was fitting. Mr. Morgan said what may be fitting on my house may not be fitting on this house because of the style that it is.

Phillip Millward asked Mr. Morgan if he had seen the columns that are available. He said he would have to go to the other end of Charlotte because Lowes does not have them. He said the square columns that they have are plastic.

Chairman said looking at the whole application, he asked what are the areas of concern to the Commission members. He said Jennifer said the columns. Archie Morgan said that Jennifer said the columns do not fit this style house. He said his concern is that the sloped roof will be removed and he is not sure what is going to replace the roof. He said to Phillip Millward that he is very aware of his work and he is quite sure it is going to look nice when you are done. But, he said you are still asking us to approve a roof sight unseen.

Chairman said we are talking about the sloped roof over the porch right now. He said the roof comes off. He said if the roof comes off, what we are left with is what you can see in the picture behind the sloped roof. He said that is going to stay. Phillip Millward said yes. Archie Morgan said this was original to the house to begin with.

Chairman said he will be taking something that was an add on and restoring it back to what would have been originally.

Bob Bullard asked what is behind the lower part of the circle. Phillip Millward said slabs of wood...Mr. Bullard asked if the circle was completed. Mr. Millward said it is a half-moon.

Chairman said to Phillip Millward, looking at that picture [and he knows there is a concern about the columns] and the part going across from column-to-column where it is sagging and sloping, are you talking about getting rid of that and going back to the original half-circle. Mr. Millward said yes, and the box underneath it. Chairman said it is restoring a house more to what it would have looked like...Mr. Millward said yes.

Archie Morgan said after talking it through, he said what is up there now detracts from the house. Everyone agreed. Mr. Morgan said to Phillip Millward that he was talking about an add on that wasn't done really well to start with, it is going to be removed because it is rotted, and the house would be put back to how it originally looked with the eyebrow roof. He said he could live with that.

Archie Morgan said the round columns may not match that period, but they are nice columns. He asked everyone if the Commission had been a stickler before with columns. Bob Bullard said two (2) houses near the house both have round Tuscan columns. He said one of these houses is one of the oldest houses in Monroe.

William passed around James Kerr's cell phone that had a photo of a house on Houston Street, which was of the same period. William said it has the same columns [the ones being proposed] and it is Victorian.

Archie Morgan asked if the house in the picture is the same period style as this house but it has one column. Chairman said yes. Jennifer Smith said it is a very different style house. Phillip Millward said [could not hear].

Jennifer Smith asked Phillip Millward if the columns on the house were original to the house, even though they are rotted. Phillip Millward said it is not so much that they are rotted, but they are too short.

Jennifer Smith asked Phillip Millward if he was planning to replace all the columns. Phillip Millward said yes, so it will be uniform.

Chairman said this Commission was shown a picture of columns of a similar era house that has the round columns that are being proposed. He asked if there is still a problem with the proposed columns. Jennifer Smith said there is because they do not go with the house. She said those are two (2) different style houses even though they are Queen Anne/Victorian.

William said to Ms. Smith's point, the Victorian-era standards for the Victorian Eclectic and Queen Anne houses states that the columns includes turned posts, not round.

Archie Morgan asked Phillip Millward if he has looked for these posts. Mr. Millward said not in wood, only plastic. He said fiberglass has been approved. Mr. Morgan said they are supposed to be turned. Mr. Millward said he cannot guarantee that the wood columns do not start bellowing in five (5) years. He said you cannot get turned wood columns anymore.

Archie Morgan asked Phillip Millward if the fiberglass columns he proposed are going to be painted. Mr. Millward said yes. Mr. Morgan asked if we would be able to tell the difference in a painted wood column vs. a fiberglass column. Mr. Millward said no. Chairman said on Church Street there are probably about three (3) houses that currently have fiberglass columns, painted, and he said he did not think you could tell the difference.

Discussion took place among the Commission members [could not hear].

Archie Morgan said it is his opinion, but he likes the round columns better than the square. He said the square looks like a 4 x 6 stock lumber board down at Lowes.

Archie Morgan asked if there was anything else in the COA application that anybody has a problem with. There was no reply.

Jennifer Smith asked if we can table this to give him more time to look.

Archie Morgan said to Phillip Millward that we are just not convinced that you cannot find turned columns. Mr. Millard said he cannot find them. He said we are not in 1900 anymore. He said the term "turned" means that it was done on a lathe. Mr. Morgan said he would be happy with fiberglass turned columns. Mr. Millward said that is what he is proposing. Mr. Morgan was shown a picture by Phillip Millward. Mr. Morgan said it does have a little turn at the top and it is a lot more decorative than the square column and it does bow out at the bottom.

Motion: Richard Ali moved that the Historic District Commission find as a fact that the proposed project, COA PLHR-2022-00060, is congruous with the character of the

district because the standards are ambiguous and do not clarify what columns are appropriate or not.

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

Second: Bob Bullard

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

AYES: Richard Ali, Bob Bullard, Susan Sganga and Archie Morgan

NAYS: Jennifer Smith

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

Motion: Richard Ali said based on the preceding findings of fact, he moved that the Historic District Commission grant the Certificate of Appropriateness for the property located at 603 S. Church Street, COA PLHR-2022-00060.

Second: Archie Morgan

Action: The motion to approve the Certificate of Appropriateness passed with the following votes:

AYES: Richard Ali, Bob Bullard, Susan Sganga and Archie Morgan

NAYS: Jennifer Smith

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)

James Kerr returned to the dais.

Chairman asked any parties offering testimony to come forward and be sworn. William Nance, Planning Technician, and Erik Kleber came forward and were sworn. Chairman asked Erik Kleber to clarify if he was here as a fact witness and not as a legal representative of the owner. Mr. Kleber said that was correct.

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

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 shed in the rear of the property. (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)

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.

James Kerr said the shed does not look like the plan. Mr. Kleber said not quite. He said they moved the door over a little bit to save the rose bush. Mr. Kerr said it has vertical T-111 siding on it instead of horizontal clapboards. Mr. Kleber said it is the textured hardi-board. Mr. Kerr said the plan shows horizontal clapboards like the house and this shed has vertical scored sections of hardi-plank 4 x 8. Mr. Kleber said yes. Mr. Kerr asked if it has this clerestory window. Mr. Kleber said yes.

Jennifer Smith said she actually toured the shed and it is so nice. She said you can put a bathtub, shower and toilet in there and live in the shed.

Chairman asked William if the setbacks were appropriate. William said yes, he said they are the current setbacks and it will not need to be removed if approved.

Archie Morgan said he is seeing two different shed sizes. Mr. Kleber said it is 10 x 12.

Archie Morgan said he would prefer horizontal siding rather than vertical. Jennifer Smith said it is beautiful. She said the picture does not give it justice. She said it suits the house better than the old shed.

James Kerr said he is sure that it is a lovely addition but it is very contemporary. He said it is a Queen Anne, Victorian house, and we have precedent all over the neighborhood, as well as this evening, in requesting ancillary structures be sympathetic in design materials and detail of the main house, which this is not.

Mr. Kleber asked James Kerr if he wanted the siding that is on the house to be on the shed. James Kerr said yes. Archie Morgan said it is supposed to match the house as much as possible.

James Kerr said historically, we lost many of the support or ancillary structures in the Historic District. He said historic preservation was all in saving the main house and we lost the sheds, chicken coops, and everything else. He said there are very few structures in the Historic District that have the original buildings. He said a shed should look like it was always there, yet provide you with modern use and storage. He said he is sure your shed is very nice and he trusts Jennifer's opinion about how lovely it is, but it does not match our statutory guidelines.

Jennifer Smith asked Mr. Kleber if the older shed was torn down. Mr. Kleber said yes. Ms. Smith said it did not have any vertical [should be horizontal?] siding on it. Mr. Kleber said the sheds all around him do not have horizontal siding. He said we mirrored the corners to match the garage. Ms. Smith asked Phillip Millard [in the audience] if the Historic District approved this [picture of old shed].

Chairman said this is why it is better to come first to this Commission before you do anything. Mr. Kleber said he had originally read that if you are replacing something that is already there, then it wasn't necessary. He said he put a shed in the same footprint and tried to emulate it, but no, he did not do the boards across the sides. He said that was just too expensive to do. He said this was just an easier alternative. He said he tried to keep the corners and the boxing on the roof because that is the way everyone else has their shed.

Jennifer Smith said it is also completely behind the garage and you cannot even see the shed. Chairman said it is very visible from the property behind it [Libby Helm's current house].

James Kerr said he was sorry, but the shed should reflect the house. Archie Morgan said 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.

James Kerr said Mr. Kleber can accomplish this by doing the horizontal siding and finding a way to mimic one of the gable roofs. He said if he is not mistaken, the house had gabled, hipped and flat roofs. He said you would have a number of options instead of having just the contemporary half-gable.

James Kerr said to Mr. Kleber that we can certainly table this for you to come up with some ideas. He said no one is saying you have to tear it down but it does not work the way it is right now.

Mr. Kleber said you would have to table this matter until he can talk to some other people about what can be done.

Chairman said there are three (3) possibilities: accept, reject or table this matter.

Archie Morgan asked if we table vs. rejecting this, would there have to be a new COA if this is rejected. Chairman said yes. He said if we table it, would we be coming back to the same COA. Chairman said yes. James Kerr said he would rather table this since the paperwork is already completed. Archie Morgan agreed.

Motion: Archie Morgan made a motion that COA PLHR-2022-00061 be tabled until the applicant can bring forward a new rendering that would make the shed more congruous with the neighborhood, without further advertising

Second: James Kerr

Ashley Britt said this needs to be tabled to a certain date. Chairman suggested the next meeting, December 6, 2021. He asked Mr. Morgan to add this to his motion.

Motion: Archie Morgan made a motion that COA PLHR-2022-00061 be tabled to the December 6, 2021 meeting, without further advertising, so that the applicant can bring forward a new rendering that would make the shed more congruous with the neighborhood.

Second: James Kerr

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

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

ITEM 7. **Other**

There was no other business.

ITEM 8. **Next Meeting – December 6, 2021**

ITEM 9. **Adjournment.**

Motion: Archie Morgan made a motion to adjourn this meeting.

Second: Susan Sganga

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

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

The meeting adjourned at 7:35 pm.

Respectfully submitted,

Richard F. Ali
Chairman

Maryann Brown /s/
Secretary to the Board



STAFF REPORT

PLHR-2022-00061

TO: Historic District Commission Members

DATE: December 6, 2021

FROM: Keri Mendler, Senior Planner

PREPARED BY: William Nance, Planning Technician

SUBJECT: Certificate of Appropriateness request at 505 Parker Street (*Tabled from the November 8th Meeting*)

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. The Historic District Commission tabled this request at the November 8th 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:	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. This item was tabled at the November 8th 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 9)

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 10-11)

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. New Rendering
10. APOs
11. 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,

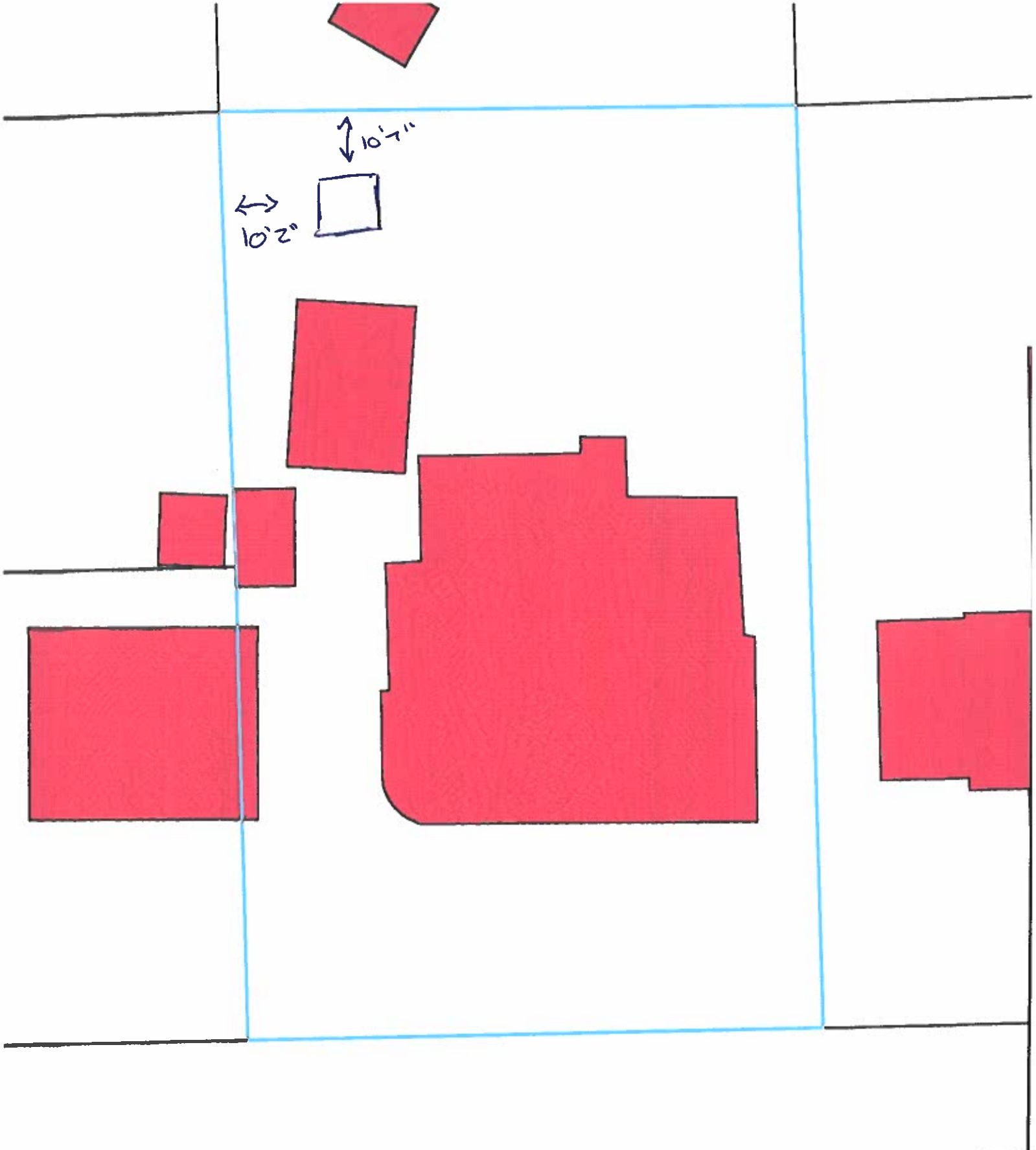
William Nance
Planning Technician
City of Monroe
300 W. Crowell Street
Monroe, NC 28111-0069
(704)-282-4550

wnance@monroenc.org

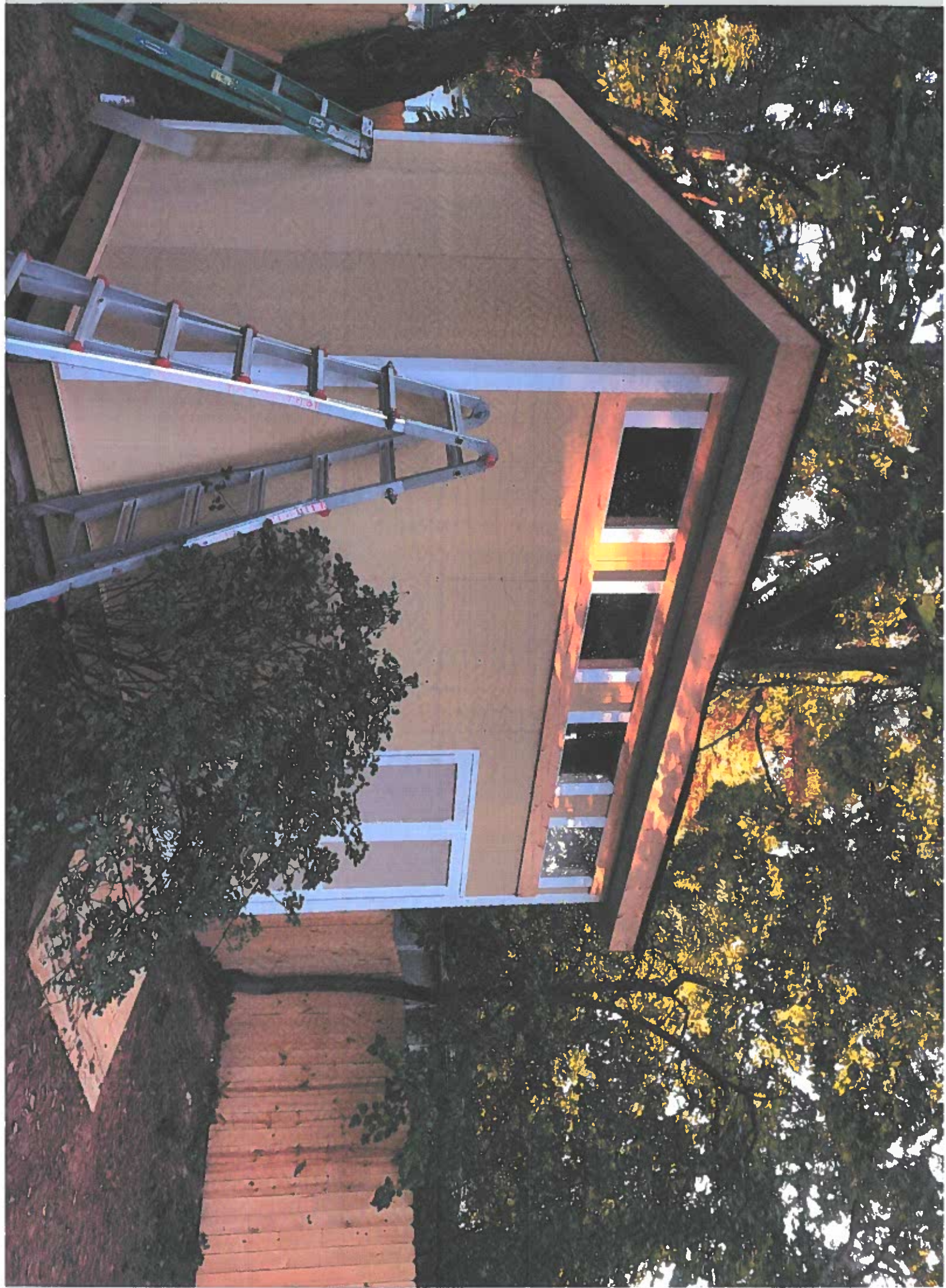
<image001.png>

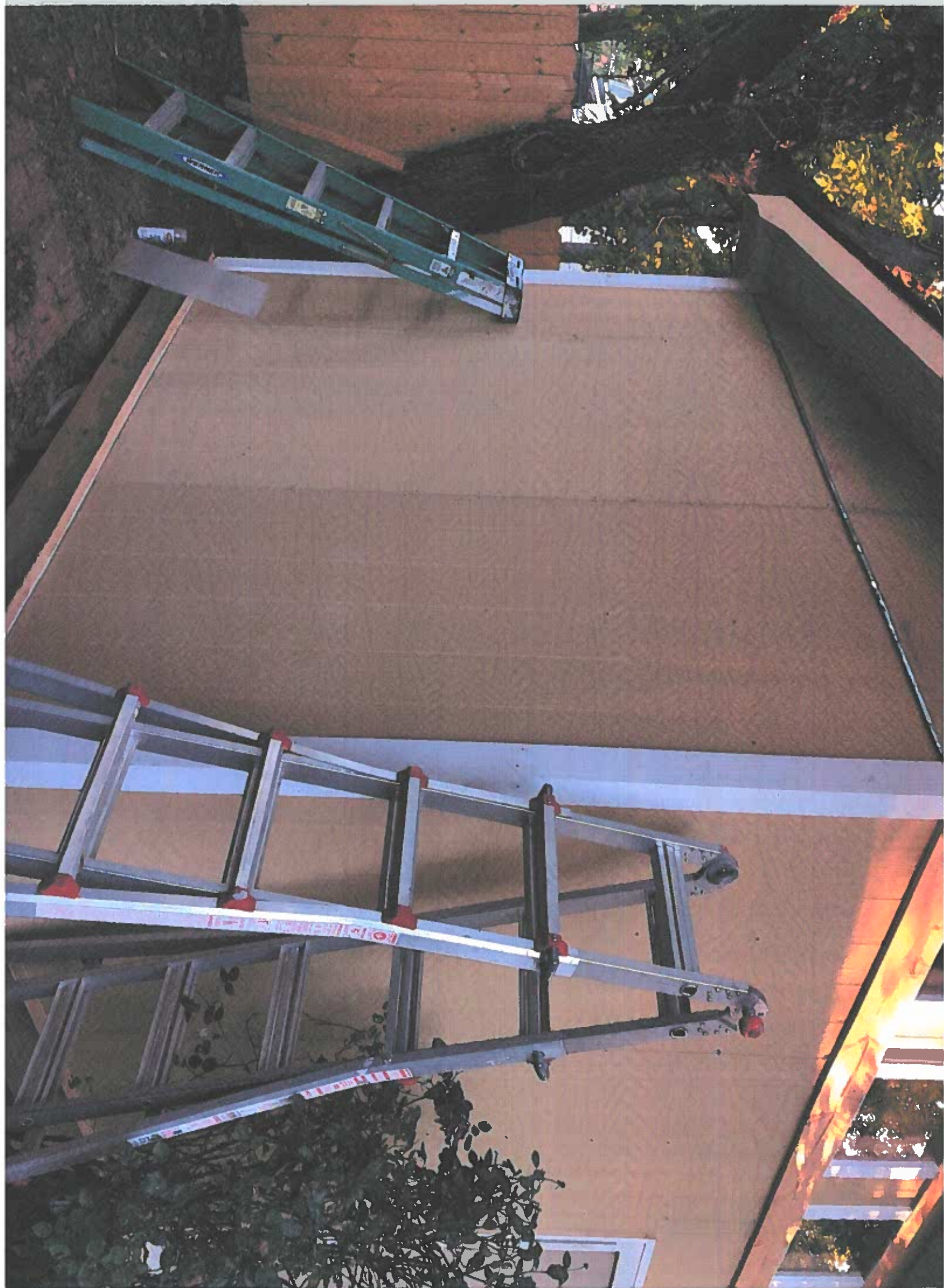
From: William Nance
Sent: Thursday, October 14, 2021 11:06 AM
To: 'Erik Kleber' <erik.kleber@vividatagroup.com>
Subject: RE: 505 Parker Street

Erik,



PARKER ST



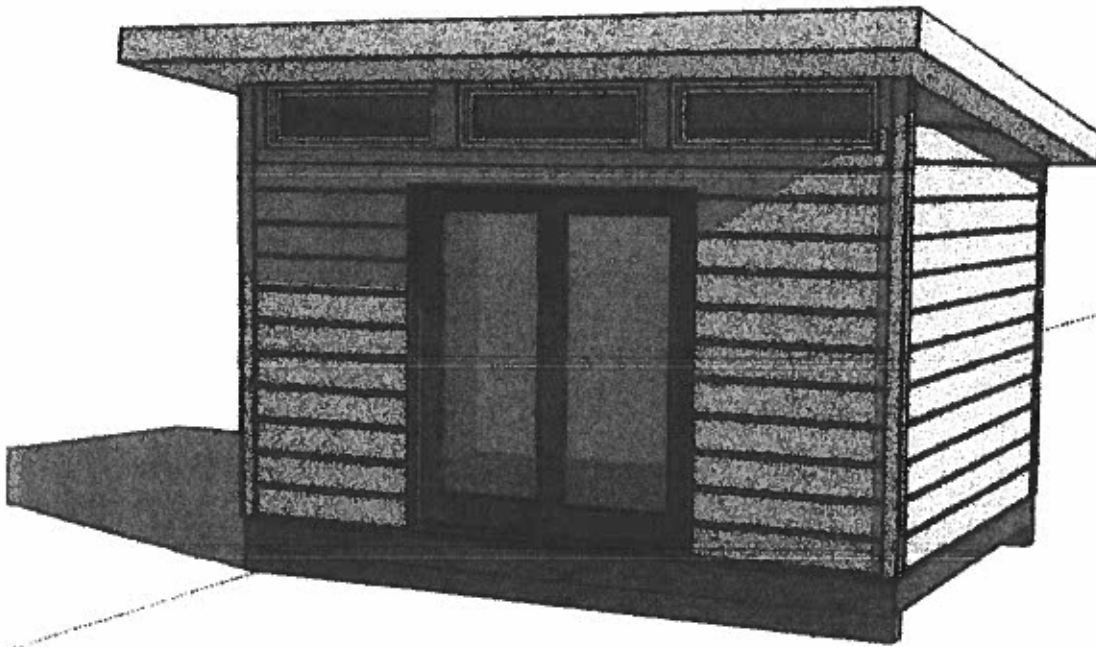






(707) 901-7433 Call Us

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.

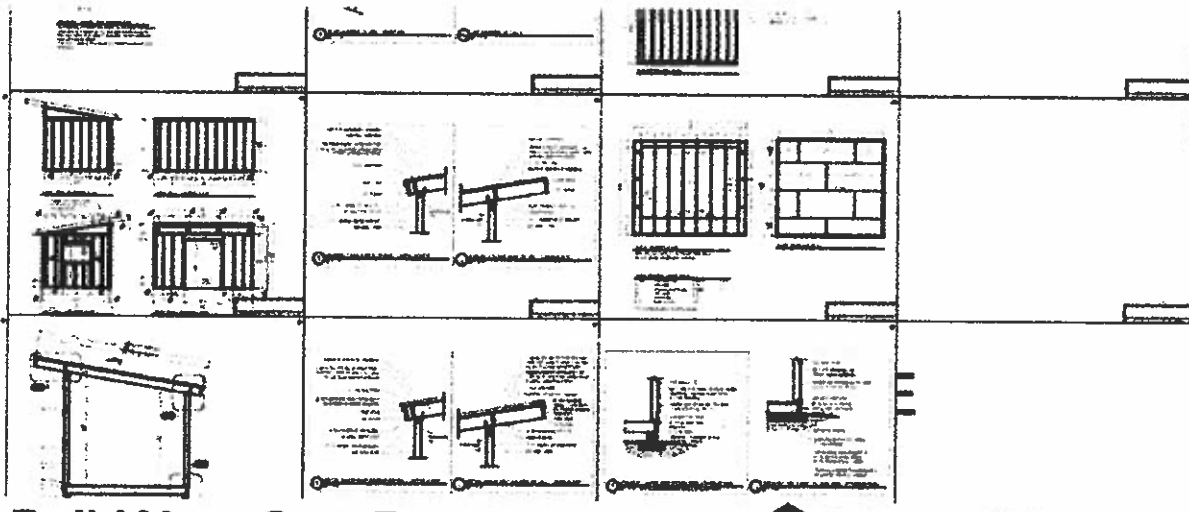
Walls: 2x4 framing at 16" on center with a double top plate and the lower shedwall height is 7'-6" the taller wall is 9'-2 1/2". The walls are sheathed with 7/16" O.S.B. which will hold any siding you wish to put on your modern shed.

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

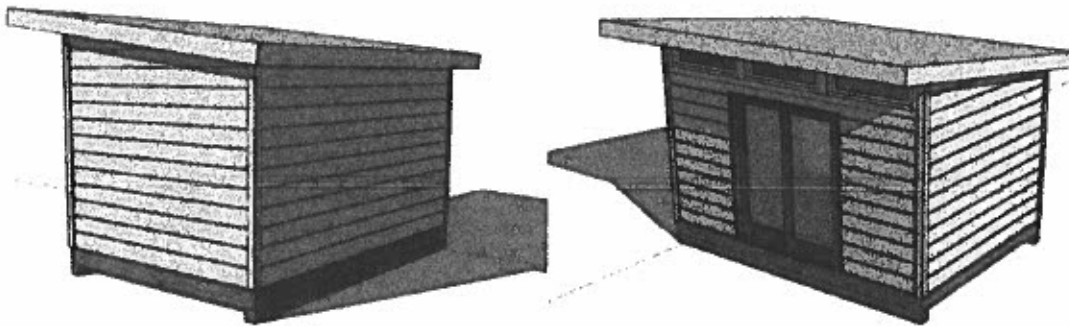
Siding = Hardie Board 4' x 8'



10/14/21, 10:23 AM

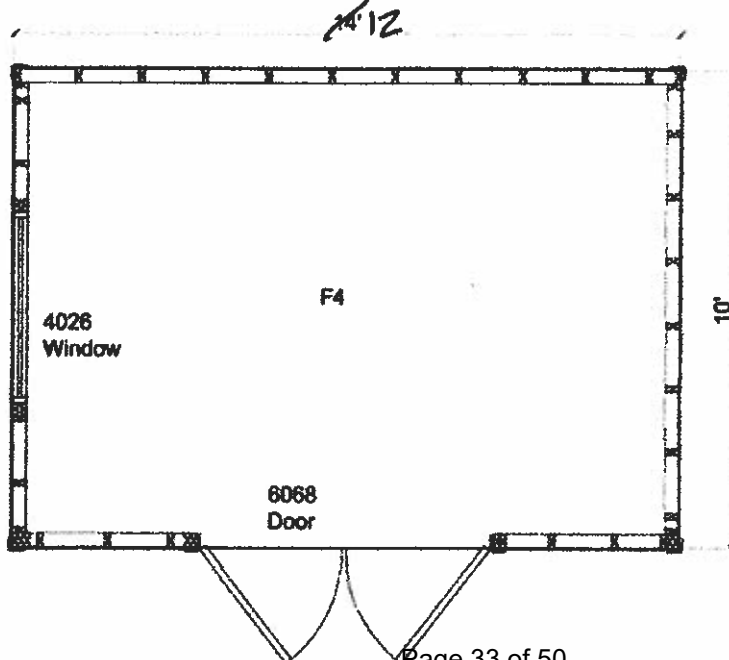
10x14 Modern Shed Plans | 10x14 Office Shed Plans | Studio Shed

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



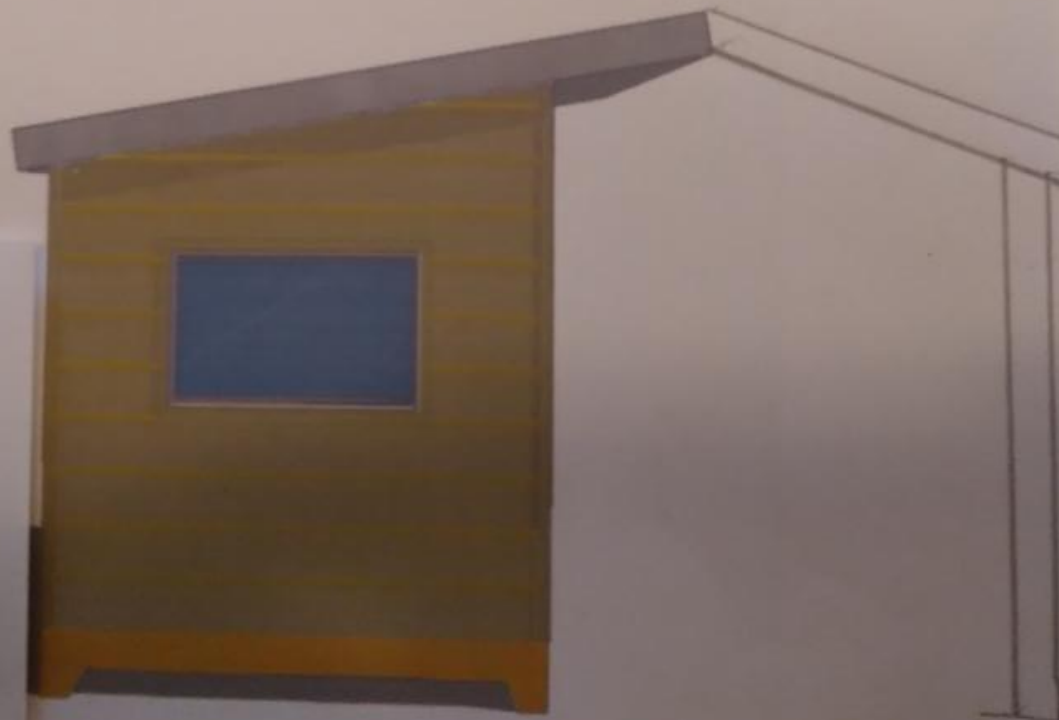
Build Your Own Backyard Shed!  iCreatables.com Build Your Own Backyard Shed!  iCreatables.com

10x¹²14 modern shed plan floor plan





- Add Awning to Front to Give a Gable Look, as per James Kerr & Archie Morgan.
- Add 1" x 6" Lap Siding Appearance to match House & Garage



From: Erik Kleber <erik.kleber@vividdatagroup.com>
Sent: Monday, November 22, 2021 5:51 PM
To: William Nance
Subject: Re: Renderings

I forgot to tell you to disregard that window in the picture. Thanks

Sent from my iPhone

On Nov 22, 2021, at 1:36 PM, William Nance <wnance@monroenc.org> wrote:

Erik,

I just wanted to remind you that the deadline to submit renderings of the proposed changes to the shed at 505 Parker Street is today.

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

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

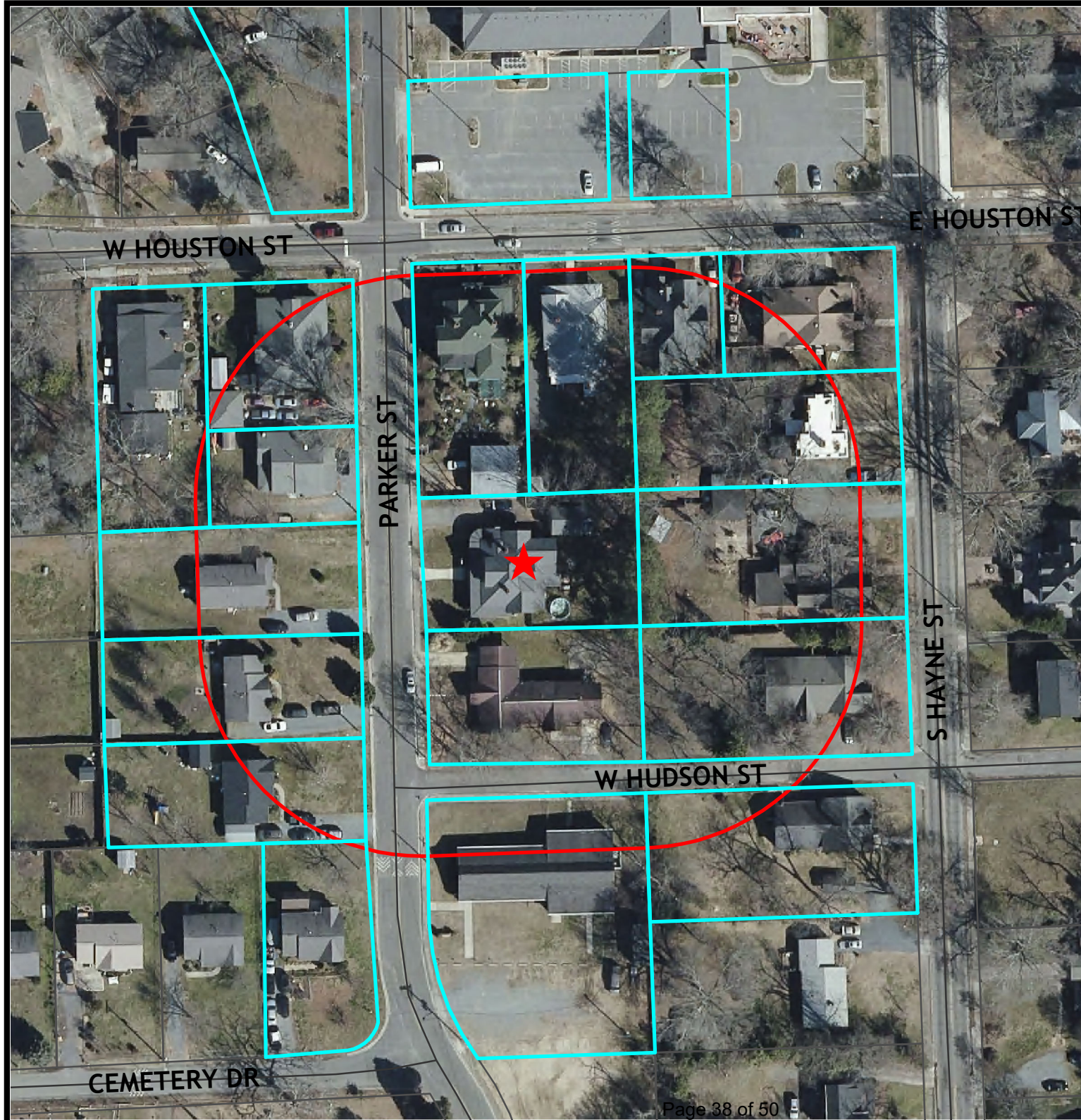
PLHR-2022-00061

Legend

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



0 75 150
Feet





STAFF REPORT
PLHR-2022-00097

TO: Historic District Commission Members

DATE: December 6, 2021

FROM: Keri Mendler, Senior Planner

PREPARED BY: William Nance, Planning Technician

SUBJECT: Certificate of Appropriateness request at 806 W. Franklin Street

SUMMARY STATEMENT

The Historic District Commission is requested to consider a Certificate of Appropriateness from Brenda Atchley at 806 W. Franklin Street. In March of 2021, a representative on behalf of the property owner applied for various projects including the replacement of the handrails with like materials, which was approved at staff level. Later it was discovered by staff that the applicant had replaced the wrought iron handrails with wooden handrails. Staff advised the applicant to either replace the handrails with wrought iron handrails pursuant to staff's prior approval, or to apply for a Commission-level Certificate of Appropriateness to request approval of the wooden handrails. The applicant is requesting approval of previously replacing the wrought iron handrails on the front porch with wooden handrails.

SITE DATA

Type of Action: Certificate of Appropriateness

Date of Petition: 10-29-21

Name of Petitioner: Brenda Atchley

Location: 806 W. Franklin St.

Tax ID #: 09-273-006

Lot Size: 0.3 acres

Zoning Classification: R-10 (Residential-High Density)

GENERAL INFORMATION

Circa 1945

The National Register lists the following information for this home; “E-plan, one-story frame house.”

RELEVANT DESIGN STANDARDS

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 is requesting approval for previously replacing wrought iron handrails on the front porch with wooden handrails.
2. If replacement of a deteriorated porch, entrance, or balcony feature or detail is necessary, replace only the deteriorated detail or element in kind rather than the entire feature. Match the original in design, dimension, detail, material, and texture. Consider a compatible substitute material only if replacement in kind is not feasible.
The applicant is requesting approval for previously replacing wrought iron handrails on the front porch with wooden handrails.

FINDINGS

Staff offers the following Findings:

1. The subject property located at 806 W. Franklin Street is owned by Brenda Atchley 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 29, 2021, the applicant applied for a COA to request approval for previously replacing wrought iron handrails with wooden handrails on the front porch at 806 W. Franklin Street. (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 request for approval of previously installed wood railings replacing wrought iron railings at 806 W. Franklin Street as presented (is/is not) congruous in concept according to the *Porches, Entrances & Balconies* standards of the *South Monroe Historic District Standards*:

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 a deteriorated porch, entrance, or balcony feature or detail is necessary, replace only the deteriorated detail or element in kind rather than the entire feature. Match the original in design, dimension, detail, material, and texture. Consider a compatible substitute material only if replacement in kind 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. Previous Wrought Iron Railings
6. New Railing Design
7. APO List
8. APO Map

Prepared by: WN 11-22-21

Ortho Map

PLHR-2022-00097

Legend

— Centerlines

□ Parcels

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

Owner: Brenda Atchley

Acres: .30



0 25 50
Feet

Exhibit 1

Zoning Map

PLHR-2022-00097

Legend

— Centerlines

▭ Parcels

Zoning Districts

Code

▭ R-10

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

Owner: Brenda Atchley

Acres: .30



0 25 50
Feet

N JOHNSON ST

W FRANKLIN ST

Exhibit 2

Historic District Map

PLHR-2022-00097

Legend

-  Centerlines
-  Parcels
-  Historic District Expansion

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

Owner: Brenda Atchley

Acres: .30



0 25 50
 Feet

N JOHNSON ST

W FRANKLIN ST

Exhibit 3



HISTORIC DISTRICT COMMISSION
APPLICATION FOR REVIEW

FOR STAFF USE ONLY

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

1. Property location: 806 West Franklin Street
Applicant's name: Brenda Munn Atchley
Applicant's address: 806 West Franklin Street
Applicant's telephone number: 704/254-1165
Applicant's email address: grandy@carolina.rr.com
Applicant's FAX number: _____
Property Tax identification number: 09 - 273 - 006

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

3. The following Certificate of Appropriateness is requested for: _____
Please provide a brief description of the project: _____

Replace wrought iron railings (rusted, in disrepair, and not appropriate height) with wooden handrails that are appropriate height)

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).

Brenda Munn Atchley
Applicant- Printed

Brenda Munn Atchley
Applicant- Signed

October 29, 2021
Date Submitted

Please sign and return to the Department of Planning & Development, P.O. Box 69, Monroe, NC 28111-0069; Telephone: (704) 282-4520; Fax (704) 282-4735. 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.

Replace rusted handrails with
wooden handrails selected from research
of appropriate handrails for 1940's and
1950's properties

DO NOT WRITE BELOW THIS LINE

Additional conditions and remarks: _____

Authorized signature

Date



Spectrum

9:38 PM

12%



Today
9:29 PM

Edit



and deck railing panels (Bris

Add a Caption



PIN	PROPERTYST	OWNERNAME1	OWNERNAME2	OWNERADDRE	OWNERCITY	OWNERST.	OWNERZIP
09273068	905 FRANKLIN STREET	PHILLIPS ELIZABETH CAROL		9042 KENSINGTON FOREST C	HARRISBURG	NC	28075
09273008 08	724 W FRANKLIN ST	MORALES BRIAN GLENN		724 W FRANKLIN ST	MONROE	NC	28112
09273008 10	732 W FRANKLIN ST	CANTEY KIM		730 W FRANKLIN ST	MONROE	NC	28112
09273008 12	738 W FRANKLIN ST	BBB PARTNERS LLC		PO BOX 769	MARSHVILLE	NC	28103
09273008 16	754 W FRANKLIN ST	PLYLER KADIE		754 W FRANKLIN ST UNIT 16	MONROE	NC	28112
09273008 18	758 W FRANKLIN ST	HELMS ARON A		758 W FRANKLIN ST	MONROE	NC	28112
09273008 02	712 W FRANKLIN ST	MCMANUS SYLVESTER E III	WHITE BETTY R	710 WEST FRANKLIN ST	MONROE	NC	28112
09273008 05	718 W FRANKLIN ST	MORICOLA PAUL		718 W FRANKLIN ST	MONROE	NC	28112
09273008 11	736 W FRANKLIN ST	W3 RESOURCE MANAGEMENT LLC		PO BOX 1699	MONROE	NC	28111
09273008 13	740 W FRANKLIN ST	BBB PARTNERS LLC		PO BOX 769	MARSHVILLE	NC	28103
09273008 01	710 FRANKLIN ST	WHITE BETTY R		710 W FRANKLIN ST	MONROE	NC	28112
09273008 14	750 W FRANKLIN ST	MORGAN MARIAN		750 WEST FRANKLIN ST #14	MONROE	NC	28112
09273067	903 FRANKLIN ST	MARSHALL GAIL YOUNG		903 W FRANKLIN ST	MONROE	NC	28112
09273005	302 N JOHNSON ST	SIZER LLC		PO BOX 783	MONROE	NC	28111
09273006	808 W FRANKLIN ST	ATCHLEY BRENDA M		806 W FRANKLIN ST	MONROE	NC	28112
09273008 07	722 W FRANKLIN ST	WEST TAYLOR EVELYN	GROSE JASON	722 W FRANKLIN ST	MONROE	NC	28112
09273012	805 FRANKLIN ST	DELUCA LORRAINE	GUTIERREZ VIRGINIA	805 W FRANKLIN ST	MONROE	NC	28112
09273259	401 N JOHNSON ST	RMG OF MONROE LLC		%RHONDA M GRIFFIN 900 W	MONROE	NC	28112
09273007	804 W FRANKLIN ST	KERR DANA ATCHLEY	KERR JAMES M	P O BOX 783	MONROE	NC	28111
09273008 15	752 W FRANKLIN ST	SMITH PATRICK JAMES	SMITH CHRISTAL ANN	752 W FRANKLIN ST	MONROE	NC	28112
09273008 21	764 W FRANKLIN ST	HOCOTT ROSA E	SMITH BRANDON	764 W FRANKLIN ST	MONROE	NC	28112
09273258	403 JOHNSON STREET	CHAVEZ RAFAELA M	ORTEGA ARTURO CHAVEZ	3602 MCPHERSON ST	WAXHAW	NC	28173
09273004	0 JEFFERSON/JOHNSON	JEFFERSON VILLAGE APTS LTD		%BETSY MILLER PO BOX 58	JOHNSON CITY	TN	376050058
09273008	800 FRANKLIN ST	MIDDLETON PARTNERS LLC		PO BOX 783	MONROE	NC	281110783
09273008 04	716 W FRANKLIN ST	PAMPLIN ALICE	PAMPLIN ROBERT JR	716 W FRANKLIN ST	MONROE	NC	28112
09273008 06	720 W FRANKLIN ST	RUSHING GILBERT DOUGLAS		831 BRIDGEWATER DRIVE	MONROE	NC	281128445
09273008 17	756 W FRANKLIN ST	LUND GLADIS		756 W FRANKLIN ST	MONROE	NC	28112
09273011	803 FRANKLIN ST	LEITNER PATRICK ABT		803 WEST FRANKLIN STREET	MONROE	NC	28112
09273008 03	714 W FRANKLIN ST	BREWER MP LLC		PO BOX 769	MARSHVILLE	NC	28103
09273008 09	730 W FRANKLIN ST	CANTEY KIM		730 W FRANKLIN ST	MONROE	NC	28112
09273008 20	762 W FRANKLIN ST	BREWER BAUCOM PROPERTIES LLC		PO BOX 769	MARSHVILLE	NC	28103
09273010	801 W FRANKLIN ST	COX SONDA D	COX RUSSELL F	2500 ROUND TABLE DR	MONROE	NC	28110
09273242	902 W FRANKLIN ST	RYBACK E DONETTE	RYBACK ROLLAND A JR	902 WEST FRANKLIN ST	MONROE	NC	28112
09273260	900 W FRANKLIN ST	GRIFFIN MACON S	GRIFFIN RHONDA L	900 W FRANKLIN ST	MONROE	NC	28112
09273008 19	760 W FRANKLIN ST	BREWER BAUCOM PROPERTIES LLC		PO BOX 769	MARSHVILLE	NC	28103
09273013	807 W FRANKLIN STREE	ADAMS NANCY P	PRICE WILLIAM H JR ET AL	PO BOX 1194	MONROE	NC	28111

W CROWELL ST

N JOHNSON ST

W JEFFERSON ST

W FRANKLIN ST

W MORGAN ST

N BRANCH ST

APO Map

PLHR-2022-00097

Legend

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



0 70 140
 Feet