

HISTORIC DISTRICT COMMISSION MEETING AGENDA



**Monday, March 13, 2023 – 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 – February 13, 2022**
- Item 3.** **Conflicts of Interest**
- Item 4.** **COA PLHR-2023-00112- Certificate of Appropriateness- The Historic District Commission is requested to consider a Certificate of Appropriateness for the property located at 400 Sanford Street. Proposed work includes: 1) Replace wood windows with a mix of pane designs with metal clad wood windows or hardwood windows with 1 over 1 pane design, 2) Replace existing metal roof with asphalt shingles, 3) Replace existing 2 front doors with 1 door, 4) Replace rear doors on rear elevation with either a 1 full pane glass fiberglass door or a fiberglass door with a ½ pane glass, 5) Replace existing steel 6 panel doors on side addition with 6 panel wood doors, 6) remove overhang over doors on side addition, and 7) swap 2 sets of windows with each other on the right side elevation. (Parcel Id # 09-235-190A)**
- Item 5.** **COA PLHR 2023-00113 Certificate of Appropriateness- The Historic District Commission is requested to consider a Certificate of Appropriateness to enclose an existing screen porch on the right side of the house for the property located 700 W. Franklin St. (Parcel ID # 09-232-229)**
- Item 6.** **COA PHLR-2023-00114 Certificate of Appropriateness- The Historic District Commission is requested to consider a Certificate of Appropriateness to remove a Pecan tree on the eastern side of the property line at 507 E. Hudson Street. (Parcel Id # 09-231-100A)**
- Item 7** **Next Meeting: April 10, 2023**
- Item 8.** **Adjournment**

ATTENTION BOARD MEMBERS: Please contact Ashlyn Penegar at 704.282.4527 to confirm your attendance.

cc: Planning Staff
Mujeeb Shah-Khan
Ashley Duncan

HISTORIC DISTRICT COMMISSION MINUTES

**MONDAY, FEBRUARY 13, 2023 AT 6:30 PM
COUNCIL CHAMBERS - CITY HALL
300 West Crowell Street, Monroe, North Carolina**

ITEM 1: Call to Order.

Archie Morgan, Chair, called the meeting to order at 6:30 p.m. Ashlyn Penegar called the roll.

Members Present: Archie Morgan, Jennifer Smith

Members Absent: None

Staff Present: Keri Mendler, Senior Planner; Ashley Britt, Assistant City Attorney; and Ashlyn Penegar, Administrative Assistant

Guests: Gladys McCain Kerr, Joseph Miller, Vanessa Beck, James Legg, Jennifer Loria

ITEM 2: Approval of Minutes.

Archie Morgan, Chair, called for a motion to approve the minutes of the meeting.

Motion: Jennifer Smith moved to approve the minutes of the January 17, 2023 meeting.

Second: Archie Morgan

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

AYES: Archie Morgan and Jennifer Smith

NAYS: None

ITEM 3: Conflicts of Interest.

No one raised a conflict.

Archie Morgan, Chair, said this hearing is a quasi-judicial evidentiary hearing and that means that it is like a court hearing. State law sets specific procedures and rules concerning how this board must make its decisions. These rules are different from other types of land use decisions, like rezoning cases. The Board's discretion is limited and the Board must base its decision on competent and relevant and substantial evidence into the record. Participation is limited and this meeting is of course open to the public and everyone is welcome to watch. Parties with standing have rights to participate fully and parties may present evidence, call witnesses, make legal arguments. Parties are limited to the applicant, the local government and individuals who can show they will suffer special damages. So, that being said, next on the agenda is...

ITEM 4. COA PLHR 2023-00069 Certificate of Appropriateness - The Historic District Commission is requested to consider a Certificate of Appropriateness to construct a new house at 404 E. Talleyrand Ave. (Parcel # 09-231-180).

Keri Mendler, Vanessa Beck and James Legg approached the dais and were sworn in by Archie Morgan, Chair.

Chair said for a witness, if you could clarify for the record that you are a fact witness and not representing the company in some legal capacity.

Keri Mendler asked you aren't representing Helmsman Homes in a legal capacity, are you?

James Legg and Vanessa Beck said no.

Keri Mendler proceeded to give a presentation and said the Historic District Commission is requested to consider a Certificate of Appropriateness from Helmsman Homes LLC, to construct a new home at 404 E. Talleyrand Avenue. Just a reminder that this was presented at the December meeting and the Historic District Commission did table that request in order for the applicant to submit some revised elevations and some revised materials. So, at this time I will introduce the proposed findings.

Proposed Findings:

1. The subject property located at 404 E. Talleyrand Avenue is owned by Helmsman Homes, LLC and is zoned RMD (Residential Medium Density). (Exhibit 1, 2)
2. The property is located in the South Monroe Historic District. (Exhibit 3)
3. On November 14, 2022, the applicant submitted an application requesting approval to construct a new home. At the December 12, 2022 meeting, the Historic District Commission tabled this request to allow the applicant to address the concerns of the Commission. The applicant submitted a revised application proposing the following materials: fiber cement siding and trim, aluminum gutters, a concrete front porch with aluminum columns featuring a brick row lock on the front, wood windows with a 1 over 1 design, a solid wood front door with a six pane glass top, and a steel rear door with one light pane and an asphalt roof. The applicant is proposing a driveway on the front-left side of the house; however, they did not specify the materials or whether it would be stained. (Exhibit 4-8)
4. The proposed structure does meet the review criteria for a Certificate of Appropriateness according to Section 6.3 of the Unified Development Ordinance.
5. All adjacent property owners have been notified of the Certificate of Appropriateness request. (Exhibit 9 & 10)

Keri Mendler said staff has provided the appropriate standards and conclusions in your staff report and I will be happy to answer any questions and of course, the applicant is here as well.

Chair, said I remember when this came before us before and I'm just curious as to what has changed tonight from when we tabled this before.

Keri Mendler said in the last one, they were proposing vinyl windows and the elevation is different than what they proposed originally. Let me pull up the one that was presented at the December meeting. This is what is being proposed tonight and they are similar and this other picture is what was proposed before.

Chair asked, other than the vinyl windows, we had a problem with the elevations?

Keri Mendler said that is for you guys to...

Chair said no, I am saying previously.

Keri Mendler said I think it was that there was the vinyl windows, and I know you guys had mentioned a concern about the steel rear door. They were proposing the wood front door this time, so if you want to ask the applicant, as far as their concerns on that. But, I remember the vinyl windows and the brick on the foundation and you see they've added that. It's still a slab foundation, but I know in the past and at the last meeting, there was a little bit of concern about the squattiness of a slab. Because most of the houses in the Historic District aren't built on that.

Chair said ok. So, improvements have been made.

Keri Mendler said yes.

Chair asked and said Jennifer, do you have any questions?

Jennifer Smith said yes, I have some questions for the applicants.

Chair said to Keri, thank you. To the applicant, the Chair said, approach and state your name and current address.

Vanessa Beck stepped forward and introduced herself and said she is at 8120 Rolling Meadows Ln. Huntersville, NC 28078.

James Legg stepped forward and introduced himself and said he is at 525 Mimosa St. Cleveland, NC.

Jennifer Smith asked, my question is, did you not have any pictures of what this would look like, color wise? Like the whole house? It's still just a mockup of the same thing.

Chair said like an architectural drawing.

Ms. Beck said we do not have any color renderings.

Mr. Legg said our architects kind of design our plans and do this thing, but they don't typically ever do colors or anything like that.

Chair said we know what color the siding is going to be, right?

Ms. Beck said there is two proposed colors, just in case there is a...

Jennifer Smith said I would just like to see what the whole thing is going to look like, instead of just a drawing of it, you know what I'm saying? Usually when someone comes in before the Planning Board with a new development, they have actual elevations that show what the house looks like, the color of it, the brick, the everything. You just have little pieces of it, I understand what you are trying to do, but I

would like to see it on the house to see what the house would actually look like. You just can't really tell from this.

Chair said that is always helpful.

Ms. Beck said I don't believe we have anyone that would do that. We work with the engineers and the designers, but these are the house plans that we would propose and they make all of the modifications and I don't believe they do color. I can always ask to see if that's something they can provide for us. But, based on everything that they have done for all of our other lots, that's not something that I know them to offer.

Mr. Legg said as far as the doors, the siding, the brick, it's all scaled to that and it would look exactly like that. The only think not on there is the color.

Chair said I know, but to Jennifer's point, we got a little sample, it's just nice to see it on the whole house.

Mr. Legg asked is there color restrictions and stuff?

Jennifer Smith said no, but I just wanted to see what the whole thing is going to look like. That's going to look totally different than what this drawing would look like.

Mr. Legg said I will say that this is a scale drawing and the exact materials are listed. Like, he knows to overlap the siding, the size of brick, everything that's on that and the only thing that is really missing is the colors.

Jennifer Smith asked you are putting a steel door on the back? Why not a wood one on the back?

Ms. Beck said it's easier maintenance on the homeowner in the long run, rather than having a full wood door.

Chair said I am assuming that this is not home for either one of you.

Ms. Beck said no, we work for a home builder. This would be a home that would be up for sale.

Chair asked for sale or for rent?

Jennifer Smith said a rental.

Ms. Beck asked rental?

Jennifer Smith clarified and said for sale or a rental.

Ms. Beck said it would be for sale.

Jennifer Smith asked what was the square footage of it? It goes back into the lot, right?

Ms. Beck said the lot does taper and I did have the house modified footprint wise, to ensure that we are on and I don't believe we cross that little divot, I don't believe the house crosses that taper.

Mr. Legg said heated is 1,146.

Ms. Beck said yes, because we had to reduce the house some to ensure that we were within the setbacks. Because like I said, we are 50 at the front, but it's a little less than 50 in the back.

Jennifer Smith asked where is the driveway on this?

Ms. Beck said it's going to be on the plot plan because this doesn't have a garage. So, we can place the driveway on either side.

Jennifer Smith said oh, ok.

Ms. Beck said on the plot plan, I believe it shows on the left.

Chair said I'm not a builder, but 1,146, seems kind of small for a 2 bedroom, 1 bath.

Mr. Legg said it's a small lot.

Ms. Beck said that's heated square feet, yes.

Chair said I see it, it's a tight lot.

Mr. Legg said with the setbacks, we don't have a lot of room on either side, so we can't go any wider. Going deep wasn't really an option. We didn't have a plan that would go deeper than that.

Keri Mendler said on the second page of your application, it is 1,146 heated and homes on that street range from 1,004 sq. ft. and up to 3,770 sq. ft., so the street is a pretty big range of house sizes. But, it does go down to less than this house.

Jennifer Smith asked do we have any pictures of the houses on that street? I didn't get a chance to get down there and drive by it. I usually always do that.

Chair said we have a picture of the one beside it.

Jennifer Smith said we do.

Ms. Beck said there is two pictures of the one beside it and I believe looking at the house on the left hand, there is actually a big white house here. Then, we went and looked at...

Jennifer Smith asked are there any historical homes 100 years old or older on this street?

Ms. Beck said I wouldn't know how old they are, but we have driven past it and I went to 401 E. Talleyrand, which I believe went through the process, Keri said in the last couple years. It's muted colors, it's grey, it's a lighter brick color...

Jennifer Smith said I'm not concerned with the colors. I just wanted to know about the structures of the houses along that road.

Keri Mendler said I know in the Staff Report and I'm trying to find it, on the third page, the National Register lists the majority of the homes on the street are one story, Craftsmen/Bungalow/Cottage style, so it's a mixture. And of course, there are some larger homes on E. Talleyrand on the one end, but in this particular section, they are that, Craftsmen/Bungalow/Cottage style.

Jennifer Smith said ok.

Chair said I would say it's a vast improvement from the house on the right.

Jennifer Smith said oh, definitely. What is your price point?

Mr. Legg said this is a one off house, we are doing a lot of one off's and we don't typically do these windows and doors and stuff, so it really will see what it comes out to in the end. So, to try to price out with the windows and doors and stuff and with the brick different than what we typically do, it would be hard.

Jennifer Smith asked are there any duplexes on that?

Mr. Legg said I haven't seen any duplexes close to there.

Keri Mendler said there is an apartment complex on the corner.

Jennifer Smith said that's what I thought.

Keri Mendler said I don't know if there are any duplexes on that street, but other than those 4 apartments on the corner.

Jennifer Smith said ok. What do you say Archie?

Chair asked Jennifer if she had any more questions for the applicant.

Jennifer Smith said I don't.

Chair said I don't believe I do either. Is anyone else here tonight to speak in favor of this project? Anyone here that is opposed to this COA? Ok, so I would like to make a motion.

Motion: Archie Morgan made a motion to adopt the Findings of Fact for PLHR 2023-00069 that the proposed project according to those plans reviewed in this meeting is congruous with the character of the district because the standards state that site new buildings to be consistent with the setback and spacing of the surrounding district buildings that contribute to the overall historic character of the district. I personally think this will be an improvement to that area. Also, to ensure the new construction conforms with all the pertinent standards in the district setting section and the City has done that. So therefore the application is generally in harmony with the special character of the neighboring properties and the Historic District as a whole.

Second: Jennifer Smith

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

AYES: Archie Morgan and Jennifer Smith

NAYS: None

Motion: Jennifer Smith made a motion based on the preceding findings of fact that the Historic District Commission grant a Certificate of Appropriateness regarding

the proposals as shown in COA application PLHR 2023-00069, such certificate to be subject to the conditions contained in the previous motion.

Second:

Archie Morgan

Action:

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

AYES: Archie Morgan and Jennifer Smith

NAYS: None

Item 5.

COA PLHR 2023-00082 Certificate of Appropriateness - The Historic District Commission is requested to consider a Certificate of Appropriateness to replace/enlarge the existing rear deck at 1002 W. Franklin St. (Parcel # 09-273-241)

Keri Mendler and Joseph Milner approached the dais and were sworn in by Archie Morgan, Chair.

Keri Mendler proceeded to give a presentation and said the Historic District Commission is requested to consider a Certificate of Appropriateness from Kali Milner to replace and expand the rear deck at 1002 W. Franklin Street.

Proposed Findings:

1. The subject property located at 1002 W. Franklin St. is owned by Kali Milner and is zoned RMD (Residential Medium Density). (Exhibit 1-2)
2. The property is located in the South Monroe Historic District. (Exhibit 3)
3. On December 7, 2022, the applicant applied for a COA to request approval to replace and expand the rear deck with wood materials. The overall size of the deck will be 22' x 24' including the stairs. (Exhibit 4-8)
4. The proposed structure does meet the review criteria for a Certificate of Appropriateness according to Section 6.3 of the Unified Development Ordinance.
5. All adjacent property owners have been notified of the Certificate of Appropriateness request. (Exhibit 9-10)

Keri Mendler said staff has provided the appropriate standards and conclusions in your staff report and I will be happy to answer any questions and of course, the applicant is here as well.

Chair asked Keri to show a picture of the proposed deck.

Keri Mendler said here are the plans for the deck.

Chair asked is there a railing all the way around?

Keri Mendler said it appears, yes, so this is sort of a side rendering.

Chair asked how far off the ground is it?

Keri Mendler said this is the existing deck, so you can kind of see that it needs....

Chair said railings would definitely be required at that height.

Keri Mendler said building code would definitely require railings.

Chair said well you can see from the picture that's up, what the man is dealing with and been there, done that. So, this is just a tired deck. Are there any other questions for Keri?

Jennifer Smith said I have some for the applicant.

Joseph Milner stepped forward and introduced himself. He said he is at 1002 W. Franklin Street.

Jennifer Smith asked is this your house?

Mr. Milner said yes.

Jennifer Smith said I love it. I call it the hobbit house, it's so cute. It's just so cute.

Mr. Milner said we have very much enjoyed it.

Jennifer Smith asked are you tearing out all these steps? Are you just getting rid of that and starting fresh?

Mr. Milner said the whole thing goes.

Jennifer Smith said ok, that's what I was wondering.

Chair said I am making an assumption that this wood will be treated.

Mr. Milner said yes, it will be pressure treated pine and it will be stained the same as the fence that's around the backyard.

Jennifer Smith asked and said the pickets, are they just straight boards?

Mr. Milner said they will be square pickets, but I would have to go back and look at the plans. John Dickerson had it listed out.

Chair said what's on there now is just lattice.

Mr. Milner said yes. I believe that the final design was the square pickets. It's similar to if you are going down Franklin, there's the grey house right there when you get past the intersection with College Street. They had the deck there with the pickets, it's similar to the Craftsman style. It's based loosely on that and we also reviewed and we've got some Craftsman books. John Dickerson went through those and based his plans on that. I can pull up the email from Gooseman if you'd like me to, to see if it has it in there.

Jennifer Smith asked you're extending the deck out, so when you come down the stairs to the bottom part, is that wood too?

Mr. Milner said yes, it's all going to be the stained, pressure treated wood.

Jennifer Smith asked is there decking down there now?

Mr. Milner said the stairs go down to the other side, but there isn't a deck down below. So, there will be a path coming out and what we are looking at here, the stairs are coming out towards the driveway. We are actually moving the fence out a bit and then the stairs, my wife has a raised garden bed and they will come out. But, we are going to create a stone path that goes from the bottom of these stairs out and in fact, one of the stones in the path is going to be a millstone that we found on the property while we were looking.

Jennifer Smith said oh, cool!

Chair said it's nice that you're able to incorporate that.

Mr. Milner said we are going to use a narrow one that we found when we were clearing out wisteria and we've got another thick one that we are eventually going to make a fountain with. But, we are probably going to do a brick path.

Jennifer Smith asked you've got a little she shed back there, don't you?

Mr. Milner said not anymore. That is gone. Right now, my wife is doing a lot of landscaping back there.

Chair said Keri, none of this will be seen from the street?

Keri Mendler said I don't think so.

Jennifer Smith said I've seen the back of it when they were working on it.

Keri Mendler said you definitely wouldn't be able to see it from Franklin Street. The whole backyard is fenced in.

Chair said it's a shame, because it's going to be nice.

Mr. Milner said I will have to have you all over.

Jennifer Smith said I would love to see it.

Chair asked do you have any other questions for the applicant?

Jennifer Smith said I don't. I'm good with it

Chair said I am good with it too. Would you like for me to make a motion?

Jennifer Smith said yes.

Motion: Archie Morgan made a motion to adopt the Findings of Fact for PLHR 2023-00082 that the proposed project according to those plans reviewed in this meeting is congruous with the character of the district because the standards

state that as far as decks and patios to ensure that the historic fabric of the building and its character and defining features and details are not destroyed, damaged or obscured. In this case, it all needs to be replaced. Install decks so that they are structurally self-supporting and may be removed in the future so that they may be removed without damaging the historic structure. So therefore the application is generally in harmony with the special character of the neighboring properties and the Historic District as a whole.

Second: Jennifer Smith

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

AYES: Archie Morgan and Jennifer Smith

NAYS: None

Motion: Jennifer Smith made a motion based on the preceding findings of fact that the Historic District Commission grant a Certificate of Appropriateness regarding the proposals as shown in COA application PLHR 2023-00082, such certificate to be subject to the conditions contained in the previous motion.

Second: Archie Morgan

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

AYES: Archie Morgan and Jennifer Smith

NAYS: None

Chair said your COA is granted, good luck with your project.

ITEM 7. **Next Meeting – March 13th, 2023**

Chair said I just want to raise this, that is spring break for a lot of people. I don't know if that is a conflict for anyone.

Keri Mendler asked are you two able to attend?

Jennifer Smith said yes, my daughter has been out of school for a while.

Chair said I think so.

Keri Mendler said as long as you two are able to attend, the meeting will be happening.

Chair asked can you update us on a few things?

Keri Mendler said I can try to.

Chair asked when will that select committee or whatever they are called meet to try to get us some more members up here that have applied and met their qualifications?

Keri Mendler said the Citizen's Appointment Committee meets in March and I believe it's the day before Council, so it's probably the same day as our Historic District Meeting. Then, it goes to Council the next day. Ashley Britt said she thinks Citizens Appointment meets March 6.

Chair said I know there has been some talk about possibly pushing it up.

Keri Mendler said it would be March for Citizens Appointment and March for City Council for the final appointment. We did look into moving the meeting up to see if that would potentially do anything, but from my understanding is that just given the timing of March and I think when we had two applicants, it was sometime in February and it wasn't a lot of time.

Chair said their first meeting would be in April.

Keri Mendler said yes, they could be appointed at the March City Council meeting and then yes, if we have a meeting in April, then they could attend that meeting. I do want to say that since we will have new members, I plan to have those appointed members set up a meeting with me to go over your sheets and staff reports. Since you two didn't actually get that, I would appreciate a meeting with you as well. But, I will set that up in the future, just so everyone is on the same level.

Chair said I think that's a great idea.

Jennifer Smith said she (Jennifer Loria) has a question.

Jennifer Loria said I think this pertains to this, I'm still a little bit green in all of this in trying to figure it out. So, you are talking about if we are trying to become part of the Board or Historic District, we have to have the select committee and they look over the applications? Is that how that works?

Keri Mendler said the Citizen's Appointment reviews all applications for committees, like Planning Board, Historic District. So, there is a Citizen's Appointment Committee, which is made up of Council members and they make a recommendation to City Council as a whole, then the final appointment is made by Council.

Chair said the pre-requisite is to attend two meetings before hand. This would be one, have you been to another meeting besides tonight?

Jennifer Loria said I have. I guess I wasn't sure of the timeline of how that works from there on out. I've gotten the application and all that, I just wasn't sure.

Keri Mendler said you will submit it to the Clerk or you can bring it and Ashlyn can give it to the Clerk. You need to make sure you have your resume and then as long as you have that submitted, I don't know if there is a deadline, but since you've done your two meetings, I would just go ahead and get it submitted so that it can be considered at the March meeting.

Jennifer Loria asked at the next meeting, they will make a recommendation?

Keri Mendler said it will be in March when the final appointments are made.

Jennifer Loria said get on that is what you're telling me.

Keri Mendler said yes. Then the first Historic District meeting would be April.

Jennifer Loria said thank you so much.

Chair said I would like to reiterate that once that is done and we have a full board, we still would like to request that we have the Urban Forester and someone from Code Enforcement come out to be in that meeting that you are going to set up.

Keri Mendler said so for the Urban Forester situation, I did send a memo regarding that, because at the last meeting you said you had questions about the tagged tree system. That was a City initiated program about two decades ago and so we did provide you with that. Is there something else that you are wanting the Urban Forester to come in and speak about?

Chair asked who sets penalties?

Keri Mendler said the City. The Urban Forester is a professional who is there for guidance for citizens as well as staff. But, he doesn't enforce our ordinances, but he is there for guidance. So, I think we've mentioned in the past that we've set up a meeting with him to go over some changes or possibly get some feedback from him on how to update and make our ordinances stronger. But, ultimately it the City's ordinances and he works for Union County and there is that collaboration, but he doesn't enforce our ordinances. He is there as a resource for staff.

Jennifer Smith said I just would like to see what he would say or to guide us or I guess anybody that has a 100-year-old tree or better on what qualifies it to stay that way and to not be cut down. Or what disease or damage would be done to it that would call for it to be cut down.

Keri Mendler said that is really a case by case and that is a service that is free. If you have a concern about a tree, he can come out and evaluate a tree, but that would be a case by case based on what's going on with that specific tree.

Chair said well the rub is and we all know what it is. It's a 200-year-old tree or whatever and it was taken down illegally and replaced by a 2-and-a-half-inch tree or whatever the code is now and that's it. It's a slap on the wrist. So, what has to happen to make more of a penalty?

Keri Mendler said that's what we've been working on. As I mentioned, we've already set up a meeting with him. Planning staff is reviewing his comments Thursday and he sent us a bunch of comments about how we can make our ordinance better. So, that's kind of the next step. We are going to have another meeting with him to make sure that we can ask questions and make sure that we are on the same page. Then, ultimately, it would be a text amendment to the Unified Development Ordinance and then the role would be to have stricter penalties in place.

Chair said you say that, but you are talking about not only the tagged trees. The tagged trees are a nicety.

Keri Mendler said it's an informational item.

Chair said it applies to all big trees. In and outside of the district.

Keri Mendler said the goal would be for that to be addressed.

Chair said I spoke to a certified arborist this week and he goes all around. He said some communities have enacted some pretty good fines.

Keri Mendler said honestly you have to have good fines or otherwise people would just pay a fine.

Chair said his thing was, where does the money go? The money goes to the City for the City to plant trees in all their little area parks and we've got a number of them. That would help beautify and that's where the money would go.

Keri Mendler said right, that's all discussions that we are having internally to make sure that we are getting something in place. Also, like you said, where does the money go? Hopefully it's not happening often, but if it does, where does that money go? We were Tree City USA, but we lost that status unfortunately. But, we are working on re-establishing that.

Chair said I didn't know that. How did we lose that?

Keri Mendler said I am not entirely sure. We would have to go back through the application process.

Chair said that's a shame.

Keri Mendler said we are taking those steps to re-establish that.

Chair said I know you've said before and you've said in this packet somewhere that you've said you sent postcards out talking about the trees and you were looking into doing that again, in light of what's happened.

Keri Mendler said correct, that's something we've tried to do every year. Unfortunately, we got really busy, but it is something and we have reached out to our typical contractor that we use and I have not heard back from him. I've tried reaching out to him a couple times, so today I actually started to move on to find a new contractor to print those and get those sent out.

Chair said if the list of tagged trees are 20 years old and a lot of those aren't here anymore, not because they've been taken down illegally, but because maybe they died or whatever, maybe they got the Urban Forester to come out and ok it. I think we need a new list and that's a big job.

Keri Mendler said Planning has requested as part of this budget year to update that, so that would be requested at Council's budget meeting tomorrow. But, ultimately it's up to Council.

Chair said the Master Gardeners were working on a list and had a list, but it never got sent in for some reason. Now, the current Master Gardeners have said they are taking an active role in that, I'm not sure what that means. But, the list is 20 years old and I would say we need a new one.

Keri Mendler said the current one also just includes the original site of the district, not the side of Old Charlotte, so it's only on this side of Old Charlotte. So, we have requested that, but ultimately it will be up to City Council if they approve that.

Chair said as far as some of these other things, like that storage building that we okayed and he didn't build it to what we said. That's been removed.

Keri Mendler said correct, we took him through the violation process and obviously COVID rules delayed us being able to do a whole lot, but once we were able to do it, we started it and he removed it.

Chair said there is a house on Houston Street that removed windows and left it that way for a good while. I believe you got on him about that, it's on the left on Houston coming from the church.

Keri Mendler said he replaced those windows a while ago. The brick house?

Chair said it hasn't been a while ago. It's on the left. I don't have an address and I'm not sure what he's done and it almost looks like paper windows or something. I don't know what's going on down there.

Keri Mendler said those windows have been replaced. There was a door and some side windows on a brick house on the left.

Chair said I remember you had to get on them.

Keri Mendler said it's been a couple months since those windows have been put back. I can go take a look at it to see if he is doing something else.

Jennifer Smith asked which house is that? If you were coming from my house going further down, it's on the left?

Keri Mendler said I think Carl Schmidt owns it now, it's a brick house.

Chair asked what's the name?

Keri Mendler said Carl Schmidt.

Chair said that's it.

Keri Mendler said the windows did get put back, so I will have to look to see if he is doing something else.

Jennifer Smith said he also owns that lot that sits on the corner of Houston and Hayne Street and there is potted plants and stuff blocking off the driveway. What the heck is going on with that?

Chair said we see a problem there too because the house beside it was on the Board.

Keri Mendler said Susan Sganga.

Chair said now it's a bed and breakfast and he had a problem with that. He didn't have them parking there or something.

Keri Mendler said it sounds like a civil matter.

Chair said yes. In the vein about the Urban Forester, I think we would benefit once we get a full Board to have Code Enforcement to come in and a lot of times we see things and I'll email you things and what looks like a violation may not be.

Keri Mendler said the Planning Director, I did speak to her about that. She is going to work on something that can be given out to current members as well as future members and also something and maybe you are aware of it or maybe not. But, the City does offer a Citizen's Academy every fall because there is a lot of code things and some of it is zoning and some of it's code enforcement, but some of it is police. Every department gives a presentation on what their departments do and so that might be helpful or beneficial as well.

Chair said that might be. But, it's just easier for us to just ride around the district and see things that are unsightly or whatever and we don't know whose purview it is. You can see seven trucks in front of a house and that's not necessarily a code enforcement thing, that's a zoning thing, I understand.

Keri Mendler said yes, there is lots of different people enforcing things.

Chair asked, any of the homes that have come up in the past, say six months, that you can update us on? That one on Crawford? They were going to redo the porch and all that.

Jennifer Smith said they put it all back.

Keri Mendler said yes, we got them to put it all back. I think it was seven days from when we were initially told about it until we called them, so I call that a win.

Chair asked should we expect to see a COA from them?

Keri Mendler said no, I don't think so. They put it all back to how it was supposed to be.

Jennifer Smith said that is a beautiful house, I about had a heart attack.

Keri Mendler said yes, so when you see stuff like that, we try to get out there as soon as we can. Thankfully we were on that one before they did any more damage.

Jennifer Smith said exactly.

Chair said I'm not sure if it was Code Enforcements or who it was, but there were impassable sidewalk places on Houston that someone had piled up limbs and you literally could walk on it. The limbs are gone, but the leaves are partially there and you still can't walk on it.

Keri Mendler said that is kind of a combination of Code Enforcement and Solid Waste.

Chair said the problem is, sometimes there is an area where people will see people dump their washing machine and that becomes where everybody wants to come. That's how some of these are. Yeah, they were removed, but even though they cleaned it up, there are sticks out there again now. I don't know where they came from. There is still a problem with bushes in the district where the sidewalk is impassable. In some areas only one person can get by. If you are walking the dog or grandkids or whatever, you have to get in the street.

Keri Mendler said I think sometimes Engineering handles that. Honestly, the City's website does have a report an issue and that usually gets it to the right department so it can be handled in a timely manner. Because we pointed out Solid Waste, Code Enforcement, possibly Engineering. There is a number of different departments that handle different things, so sometimes that reporting is the easiest and quickest way.

Chair said I understand. I'm just curious and I don't want to prolong the meeting. But, the corner of Houston and Hayne, there is like an underground spring, there is always water that collects there. There is no drain there for the water to drain.

Jennifer Smith said right there at Ann Helms' house.

Chair said yes, right there on the corner. When it rains like we've had, is it something that's just too costly to fix? I understand that it's an underground spring and that just contributes to it.

Keri Mendler said I have no idea, that's a road thing. Hayne Street is an NC DOT road and Houston is a City road. So, it kind of just depends on where it's at.

Chair said it's right there at the corner of both roads.

Keri Mendler said it could be. I really just don't know.

Chair said maybe it's one of those things where one is looking at the other to fix and the other is looking at one to fix.

Keri Mendler said that's City Engineering or NC DOT for roadway issues.

Chair said thank you. Jennifer, do you have anything?

Jennifer Smith said I have one quick question. Getting back to the tree that was removed, what is the timeline that they have to replace it?

Keri Mendler said we started the violation process and the church did file an appeal with our office.

Jennifer Smith asked what?

Chair said I would like to sit in on that.

Jennifer Smith said me too. I want to be notified.

Keri Mendler said they have since withdrawn, but we will be starting the violation process up again. With that being said, I know they met with Keith O'Herrin on Friday and they spoke with him about proper mitigation to make sure that the tree can thrive and they got some information on where to buy a tree and they said were meeting with a landscaping contractor. So, they are working on it, I am trying to work with them. Because they are actively working on it and that was the problem before. There wasn't a lot of action going on. So, that's where we are at right now.

Jennifer Smith said that tree face was so huge. Did they grind the stump down so they can plant something down.?

Chair said I don't think so.

Keri Mendler said I don't think so, I don't know.

Chair said all the wood chips and all that stuff, you can't plant a tree in it.

Keri Mendler said that was one thing that Keith had met with them about, soil mitigation and to make sure that they can plant it and what to do. I think he said you probably shouldn't plant grass; you should do mulch or something else.

Chair said that's an interesting report though. If someone takes a tree out and they have to replace it with something else, does it have to go in that same spot or just on their property somewhere?

Keri Mendler said typically, we are going to want it in the same spot.

Jennifer Smith said yes.

Keri Mendler said especially in that instance, I mean it's a bigger area, but we did have one tree that was kind of in a gravel parking area and it probably wouldn't have been beneficial for the tree just from

people driving on it. While I would have preferred it to be sort of in the same area, there were power lines and underground utilities, so we did work to find a more suitable location for the tree. But, preference is always where it came from, just depending on the circumstances.

Jennifer Smith said so, if they pick out a tree and everything is good to go there, then they have a month, two months to actually...

Keri Mendler said we can technically send them a second citation right now. I am going to follow up with them tomorrow to get a timeline, but I'm not going to let it drag out.

Jennifer Smith said good.

Chair said officially, when you contacted them, what was their reason for taking down the tree?

Keri Mendler said limbs falling.

Jennifer Smith said they told me because the elders voted on it and wanted it gone. That's what I was told.

Chair said I understand. Would it help for one of us to go before Council to argue how we need more teeth in it?

Jennifer Smith said I plan to do that tomorrow.

Keri Mendler said the budget meeting for Planning is tomorrow during the Strategic Meeting, so that is part of our budget presentation.

Chair said good, very good.

Ashley Britt said to piggy back on that real quick, once we get the draft of the tree ordinances together from Planning, we will review it because there has been quite a bit of legislation at the state level over the last few years trying to limit cities' abilities to regulate trees.

Keri Mendler said we want to be strict, but not too strict that we get the attention of the state.

Ashley Britt said we don't want to invite scrutiny from them. Some cities can do more to regulate here because they have local acts that allow it; other ones still can't, so it's a delicate balance there. But, just like Keri said, we don't want to invite more scrutiny from the state to make it even worse. These bills have been going up every year for the last few years trying to limit our ability to regulate trees.

Chair said that might be the reason we lost our what is it? Beautiful tree something? Whatever title we had.

Keri Mendler said I really don't know the circumstances behind it, but we are working on re-establishing it. I think it's only been about a year, so it's not like we lost it forever.

Chair asked what did you call it?

Keri Mendler said Tree City USA.

Chair said you hate to lose things like that once you get them.

Jennifer Smith said it was such a beautiful tree, it just made me sick.

Jennifer Loria said it was right across from your house, right?

Jennifer Smith said yes, right across from it.

Chair said you should have been home that day.

Jennifer Smith said I know; I would have laid down in front of it.

Jennifer Loria said it had to happen so we can get a better ordinance.

Chair said maybe so.

Chair asked anything else, Jennifer?

Jennifer Smith said I don't have anything.

Chair asked can I have a motion to adjourn?

ITEM 8. **Adjournment.**

Motion: **Jennifer Smith made a motion to adjourn this meeting.**

Second: **Archie Morgan**

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

AYES: **Archie Morgan and Jennifer Smith**

NAYS: **None**

The meeting adjourned at 7:27 pm.

Respectfully submitted,

Archie Morgan
Chairman

Ashlyn Penegar
Secretary to the Board

TO: Historic District Commission Members

DATE: March 13, 2023

FROM: Keri Mendler, Senior Planner

PREPARED BY: Keri Mendler, Senior Planner

SUBJECT: Certificate of Appropriateness request for 700 W. Franklin Street

SUMMARY STATEMENT

The Historic District Commission is requested to consider a Certificate of Appropriateness request from Ann Walters for the property at 700 W. Franklin Street. The applicant is requesting approval to enclose the existing screen porch.

SITE DATA

Type of Action: Certificate of Appropriateness
Date of Petition: 2-10-23
Name of Petitioner: Ann Walters
Location: 700 W. Franklin Street
Tax ID #: 09-232-229
Lot Size: 0.50 acres
Zoning Classification: RMD (Residential Medium Density)

GENERAL INFORMATION

Two-story brick Colonial Revival style foursquare house. Built in circa 1950

RELEVANT DESIGN STANDARDS

Porches, Entrances, and Balconies, pg. 57

1. Consider the enclosure of a historic porch only if the enclosure can be designed to preserve

the historic character of the porch and the building. It is not appropriate to enclose a porch or balcony on a primary or other highly-visible elevation.

The applicant is requesting to enclose the existing screened porch and plans to utilize fiber cement siding, vinyl sliding door, and vinyl windows.

PROPOSED FINDINGS

Staff offers the following Proposed Findings:

1. The subject property located at 700 W. Franklin Street is owned by Ann Walters and is zoned RMD (Residential Medium Density). (Exhibit 1-2)
2. The property is located in the South Monroe Historic District. (Exhibit 3)
3. On February 10, 2023, the applicant applied for a COA in order to request approval to enclose the existing screened porch. The applicant is proposing to utilize a vinyl sliding door, Endurclad wood casement windows, a vinyl single hung window, and fiber cement siding. (Exhibit 4-6)
4. The proposed structure does meet the review criteria for a Certificate of Appropriateness according to Section 6.3 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 project to enclose the existing screened porch at 700 W. Franklin Street as presented (is/is not) congruous in concept according to the *Porches, Entrances, and Balcony* standards contained within the *South Monroe Historic District Design Standards*:

Porches, Entrances, and Balconies, pg. 57

1. Consider the enclosure of a historic porch only if the enclosure can be designed to preserve the historic character of the porch and the building. It is not appropriate to enclose a porch or balcony on a primary or other highly-visible elevation.

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.

Attachment(s):

1. Ortho Map
2. Zoning Map
3. Historic District Map
4. Application

5. Existing Conditions
6. Proposed Changes
7. APO Map
8. APO List

Prepared by KM: 3-2-23



Ortho Map

PLHR-2023-00112

Legend

- Centerlines
- Parcels

Existing: RMD
(Residential Medium Density)

Owner: Double Eagel
Properties, LLC

Acres: .21



0 25 50
Feet

Zoning Map

PLHR-2023-00112

Legend

— Centerlines

▭ Parcels

Zoning Districts

▭ RMD

Existing: RMD
(Residential Medium Density)

Owner: Double Eagel
Properties, LLC

Acres: .21



0 25 50
Feet

GORDON ST

SANFORD ST

Historic District Map

PLHR-2023-00112

Legend

-  Centerlines
-  Parcels
-  Historic District

Existing: RMD
(Residential Medium Density)

Owner: Double Eagel
Properties, LLC

Acres: .21



0 25 50
 Feet

GORDON ST

SANFORD ST



HISTORIC DISTRICT COMMISSION
APPLICATION FOR REVIEW

FOR STAFF USE ONLY

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

1. Property location: 400 SANFORD STREET MONROE NC
Applicant's name: MARIUSZ WIZGALA
Applicant's address: 3232 MILLENE DR MATTHEWS NC
Applicant's telephone number: 704 231 5977
Applicant's email address: MARPOLELECTRICCONTRACTOR.NET
Applicant's FAX number: _____
Property Tax identification number: 092-351-90A

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

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

EXTERIOR REPAIRS , EXISTING ROOF REPAIRS
NEW WINDOWS INSIDE NEW WOOD ROOFS

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).

MARIUSZ WIZGALA
Applicant- Printed

[Signature]
Applicant- Signed

01/25/2023
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

INSTALL NEW EXTERIOR DOORS ON THE FRONT OF THE HOUSE

INSTALL NEW WINDOWS

REPAIR EXISTING VINYL SIDING

REPAIR EXISTING METAL ROOF

RELOCATE TWO WINDOWS

REMOVE FRONT OVERHANG X2

DO NOT WRITE BELOW THIS LINE

Additional conditions and remarks: _____

Authorized signature

Date

From: mariusz wizgala <marpolelectric@contractor.net>
Sent: Thursday, March 2, 2023 5:40 PM
To: Keri Mendler
Subject: Re: 400 Sanford St.

I am the owner of the company .

Sent: Thursday, March 02, 2023 at 10:32 AM
From: "Keri Mendler" <khutchins@monroenc.org>
To: "mariusz wizgala" <marpolelectric@contractor.net>
Subject: 400 Sanford St.

Mariusz,

The deeds shows this property is owned by Double Eagle Properties, LLC. Is that your business?
If so, what is your title with the company?

Thanks,

Keri Mendler, AICP, CZO
Senior Planner
City of Monroe
300 W. Crowell Street/ P.O. Box 69
Monroe, NC 28112-0069
(704)-282-5797 p
(704)-283-7704 f
[*kmendler@monroenc.org*](mailto:kmendler@monroenc.org)



E-mail correspondence to and from this address may be subject to North Carolina's public records laws and if so, may be disclosed.













Lowe's Custom Order Quote

Option 1: Pella metal
clad wood windows 1
over 1 pane design

Quote # 766189643

Quote Name: pella quote

Date Printed: 1/25/2023

Customer: MARIUSZ WIZGALA

Email: marpolelectric@contractor.net

Address: 3232 Michelle dr
Matthews, NC 28104

Phone: (704) 231-5977

Store: (680) LOWE'S OF MONROE, NC

Associate: HAMID RABIIPOUR (2285112)

Address: 2350 WEST ROOSEVELT BLVD
MONROE, NC 28110-8409

Phone: (704) 226-1744

Item Total: 31

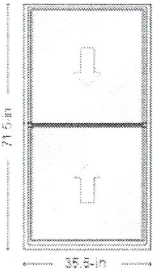
PreSavings Total: \$13,326.10

Freight Total: \$0.00

Labor Total: \$0.00

Pre-Tax Total: \$11,327.18

Savings Total: (\$1,998.92)



Lifestyle | Double Hung | 35.5 X 71.5 | Without
HGP | White
Room Location: None Assigned

Product Warranty



Line #	Item Summary	Production Time	Was Price	Now Price	Quantity	Total Savings	Pre-Tax Total
100-1	Lifestyle Double Hung 35.5 X 71.5 Without HGP White	84 days	\$881.74	\$749.48	4	(\$529.04)	\$2,997.92

Valid thru: 02/01/2023

Line #	Item Summary	Production Time	Was Price	Now Price	Quantity	Total Savings	Pre-Tax Total
100-2	Screen Full Screen White InView	84 days	\$88.21	\$74.98	4	(\$52.92)	\$299.92

Valid thru: 02/01/2023

Begin Line 400 Descriptions

---- Line 400-1 ----

1: Unit: 29 1/2 || Frame: 59-in || RO: 59 3/4-in
Unit: 59 1/2 || Frame: 59 1/2-in || RO: 60 1/4-in Double Hung
Equal. Frame Size: 29 1/2 X 59 1/2. Lifestyle Series. No Package
Without Hinged Glass Panel
South Central
Clad
Pine
5"
3 11/16"
Jambliner Color: Gray. Standard Enduraclad White. Bright White Paint Interior. Glass: Insulated Low-E SunDefense™ Low-E Insulating Glass Argon Non High Altitude. Cam-Action Lock
White
No Limited Opening Hardware
No Sash Lift
No Integrated Sensor. Full Screen White
InView™. Combination U-Factor 0.29
U-Factor 0.29
Combination SHGC 0.22
SHGC 0.22
VLT 0.52
CPD PEL-N-35-00434-00001
Satisfied Energy Star Zones North Central,South Central,Southern
Performance Class LC
PG 35
Combination Positive DP Rating N/A
Calculated Positive DP Rating 35
Combination Negative DP Rating N/A
Calculated Negative DP Rating 35
Year Rated 08-11
Clear Opening Width 26.312
Clear Opening Height 26.5
Clear Opening Area 4.842139

Egress Does not meet typical United States egress
but may comply with local code requirements.
Remake: No
In-Store Pick-up
EA
01/13/2023
False
True
877-473-5527
. 86 Days. 943063
WTS Pella LS Window. 33070.
Grille: No Grille
Vertical Mull 1: FactoryMull
Standard Joining Mullion
Mull Design Pressure- 20
Overall Thru Direction- Vertical
2: Unit: 29 1/2 || Frame: 59-in || RO: 59 3/4-in
Unit: 59 1/2 || Frame: 59 1/2-in || RO: 60 1/4-in Double Hung
Equal. Frame Size: 29 1/2 X 59 1/2. Lifestyle Series. No Package
Without Hinged Glass Panel
South Central
Clad
Pine
5"
3 11/16"
Jambliner Color: Gray. Standard Enduraclad White. Bright White Paint Interior. Glass: Insulated Low-E SunDefense™ Low-E Insulating Glass Argon Non High Altitude. Cam-Action Lock
White
No Limited Opening Hardware
No Sash Lift
No Integrated Sensor. Full Screen White
InView™. Combination U-Factor 0.29
U-Factor 0.29

Combination SHGC 0.22
SHGC 0.22
VLT 0.52
CPD PEL-N-35-00434-00001
Satisfied Energy Star Zones North Central,South Central,Southern
Performance Class LC
PG 35
Combination Positive DP Rating N/A
Calculated Positive DP Rating 35
Combination Negative DP Rating N/A
Calculated Negative DP Rating 35
Year Rated 08-11
Clear Opening Width 26.312
Clear Opening Height 26.5
Clear Opening Area 4.842139
Egress Does not meet typical United States egress
but may comply with local code requirements.
Remake: No
In-Store Pick-up
EA
01/13/2023
False
True
877-473-5527
. 86 Days. 943063
WTS Pella LS Window. 33070.
Grille: No Grille
Wrapping Information: Branch Supplied
3 11/16"
5"
Factory Applied
Pella Recommended Clearance
Perimeter Length = 237".

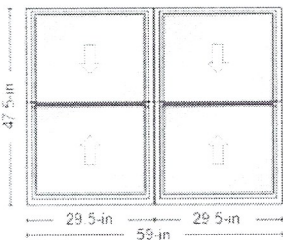
---- Line 400-2 ----

Screen Full Screen White InView

---- Line 400-3 ----

Screen Full Screen White InView

End Line 400 Descriptions



Lifestyle | 2-Wide Double Hung | 59 X 47.5 |
Without HGP | White
Room Location: None Assigned

Product Warranty



Line #	Item Summary	Production Time	Was Price	Now Price	Quantity	Total Savings	Pre-Tax Total
500-1	Lifestyle 2-Wide Double Hung 59 X 47.5 Without HGP White	86 days	\$1,277.64	\$1,085.99	1	(\$191.65)	\$1,085.99

Valid thru: 02/01/2023



The Home Depot Special Order Quote

Customer Agreement #: H3640-209965

Printed Date: 2/11/2023

Option 2: Jeld-Wen
Wood 1 over 1 pane
design

Customer: MARIUSZ WIZGALA

Address: 1007 GLEN HOLLOW DR
INDIAN TRAIL, NC 28079

Phone 1: 704-231-5977

Phone 2:

Email: MARPOLELECTRIC@CONT
RACTOR.NET

Store: 3640

Associate: GEORGE

Address: 5415 Ballantyne Commons
Pkwy
Charlotte, NC 28277

Phone: (704)814-6131

Pre-Savings Total: \$11,272.34

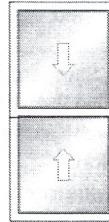
Total Savings: (\$0.00)

Pre-Tax Price: \$11,272.34

All prices are subject to change. Customer is responsible for verifying product selections. The Home Depot will not accept returns for the below products.



Catalog Version 128



Frame Width = 35 3/8"
Frame Height = 72 1/2"
Sash Split = Even Divide

Line Number	Item Summary	Was Price	Now Price	Quantity	Total Savings	Total Price
100-1	JELD-WEN 35.375" x 72.5" Wood W-2500 Double Hung	\$475.97	\$475.97	4	\$0.00	\$1,903.88
Unit 100 Total:		\$475.97	\$475.97		\$0.00	\$1,903.88

Begin Line 100 Description

---- Line 100-1 ----

JELD-WEN Wood W-2500 Double Hung

Is This a Remake = No

Specific Information = -1

Assembly = Full Unit

Regional Compliance = US National-WDMA/ASTM

Order By = Frame Size

Frame Width = 35 3/8"

Frame Height = 72 1/2"

Vent Division = Even Divide

Exterior Trim Width = 38

Exterior Trim Height = 74.28125

Jamb Width = 4 9/16"

Species = Auralast Pine

Interior Finish Type = Primed

Finish - Interior = Primed

Finish - Exterior = Primed

Sash to Match Exterior Finish = Yes

Finish - Sash (Exterior) = Primed

Energy Efficiency = Standard

STC / OITC Rating = Standard

Glazing = Insulated

Glass Energy Options = None

Glass Color = Clear

Glass Type = Annealed

Neat Glass = No

Glass Thickness = Standard Default Thickness

Protective Film = No Protective Film

Spacer Color = Black Spacer

Glass Options = None

Hardware Finish - Interior = White

Number of Locks = 2

Screen Options = Fiberglass Mesh

Screen Finish = Brilliant White

Exterior Trim Type = Brickmould

Exterior Trim Options = No

Rating = PG 25

Sill Nosing = Standard Sill Nosing

Sill Horns = No Sill Horn

Prep for Stool = No

Certification = None

Jambliner = White Jambliner

Jamb Liner Options = Compression Jambliner

Sill Stop = Sill Stop Applied

Sash Limiter = No Sash Limiter

Finger Plows = Plow in Top & Bottom Rail

Grid Type = No Grids

U-Factor = 0.46

Solar Heat Gain Coefficient = 0.58

Visible Light Transmittance = 0.6

Condensation Resistance = 44

CPD# = JEL-N-578-01923-00004

Manufacturer = JELD-WEN, Rantoul(IL)

Contact Number = 1-800-246-9131 Option 2

Catalog Version Date = 11/03/2022

Catalog Version = 22.5.12.1

End Line 100 Description

Explore Features | Need Help? | Call 1-866-333-3551 or Text 78405

Close X



Hover Image to Zoom

33.375 in. x 56.5 in. W-2500 Series
Primed Wood Double Hung Window w/
Natural Interior and Low-E Glass

by JELD-WEN

Related Videos & 360° View



Product Images



Live Chat
Feedback

Delivering to: 28104 | Change

From: mariusz wizgala <marpolelectric@contractor.net>
Sent: Monday, February 13, 2023 2:24 PM
To: Keri Mendler
Subject: Re: RE: 400 Sanford St.

Shingles replacement on addition only.

We planing to repair existing metal roof but if possible I would like to put shingles for whole house and saved money I can use for new exterior siding .

Sent: Monday, February 13, 2023 at 8:15 AM
From: "Keri Mendler" <khutchins@monroenc.org>
To: "mariusz wizgala" <marpolelectric@contractor.net>
Subject: RE: 400 Sanford St.

The shingle replacement is only for the existing addition area, correct; where asphalt shingles are already in place?

Just to confirm, is the plan for the existing metal roof on the main house still the same – repair existing metal?

Keri Mendler, AICP, CZO
Senior Planner
City of Monroe
300 W. Crowell Street/ P.O. Box 69
Monroe, NC 28112-0069
(704)-282-5797 p
(704)-283-7704 f
kmendler@monroenc.org



E-mail correspondence to and from this address may be subject to North Carolina's public records laws and if so, may be disclosed.

From: mariusz wizgala [<mailto:marpoleelectric@contractor.net>]
Sent: Sunday, February 12, 2023 11:12 AM
To: Keri Mendler <khutchins@monroenc.org>
Subject: Re: 400 Sanford St.

PDF file is attached to this email with Architectural Roof Shingles Info for old addition of the house
We would like to replace old shingles to new shingles

Thank You

option 1 PELLA WINDOWS (Lowes)

option 2 JELD-WEN (Home Depot)

Option1

If possible I would like to use use wood windows with metal clad on exterior - Pella from Lowes .

OPTION 1

REPLACE TO SINGLE
DOOR

400A

400B

7/6
12
1/2



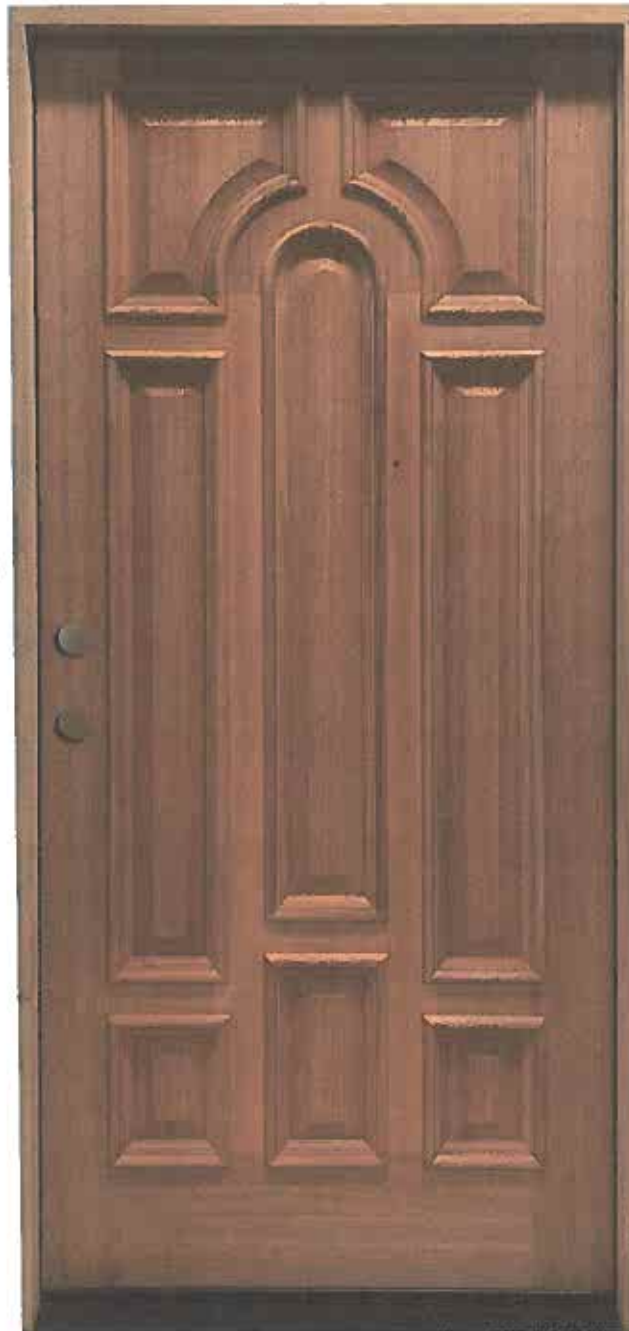
What are you looking for?

(0)

3404 Belt Line Road
Farmers Branch, TX 75234

OPT ↑

Home / Doors / Front / Wood Doors / 3/0x6/8 Exterior Mahogany Door | Without glass





3404 Belt Line Road
Farmers Branch, TX 75234

- Door is 1-3/4 in. thick
- Overall dimensions with the frame are 37 3/4 in. x 82 3/4 in.
- This unfinished door can be stained or painted
- [Click here to Shop Exterior Door Handles](#)
- [Click here for video How to Measure your Door](#)

Wood Door Prep:

To stain: lightly sand, prep, stain, apply sealer after staining.

To paint: lightly sand, prep, apply sealer before paint.

NOTE: We recommend only separate stain and seal products, not all in-ones.

WARRANTY



RELATED PRODUCTS





(0)

3404 Belt Line Road
Farmers Branch, TX 75234

Availability:

It takes us approximately 4-6 weeks to assemble prehung wood front doors, which we do in house and per order. If the order is shipped, it takes an additional 2 weeks.

\$845.95MSRP ~~\$1,240.00~~

(You save \$394.05)

**CHOOSE HANDLE SWING (FROM OUTSIDE, WHICH SIDE IS HINGE ON?):** *

Left Hand | Inswing

Right Hand | Inswing

QUANTITY:▼ **1** ▲

ADD TO CART

ADD TO WISH LIST



SHOPPING GUARANTEE »

**DESCRIPTION**

—

SINGLE PREHUNG MAHOGANY DOOR WITHOUT GLASS

OPTION 2

REPLACE TWO DOORS WITH WOOD DOORS

4006

4008

[Explore Features](#) | [Need Help?](#) | Call 1-877-333-3531 or Text 78456


You're shopping
South Charl...
● OPEN until 9 pm

Delivering to
28104

Search



Hello,
Mariusz



Cart

You're shopping
South Charlotte
● OPEN until 9 pm

Delivering to
28104

[Home](#) / [Doors & Windows](#) / [Exterior Doors](#) / [Front Doors](#) / [Wood Doors](#) / [Wood Doors Without Glass](#)

Internet #301301861 Model #76361 UPC Code #030151176361 Store SKU #100234

Masonite

36 in. x 80 in. 6-Panel Unfinished Fir Front Exterior Door Slab

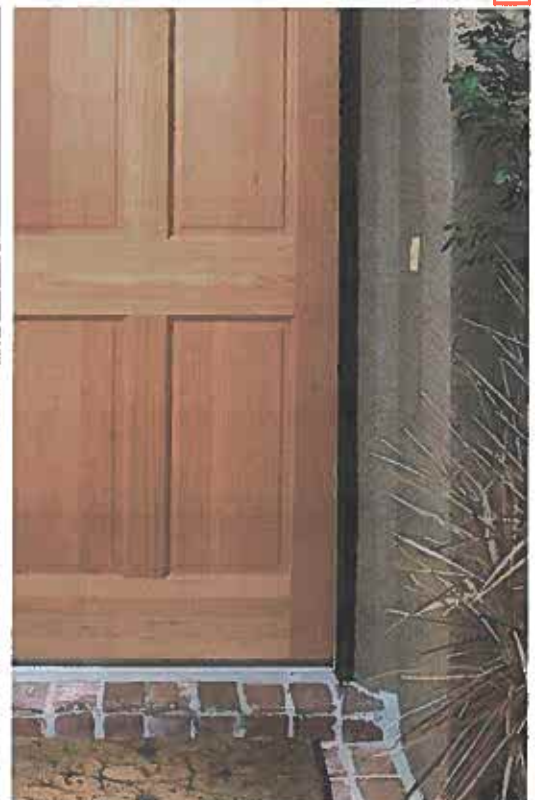
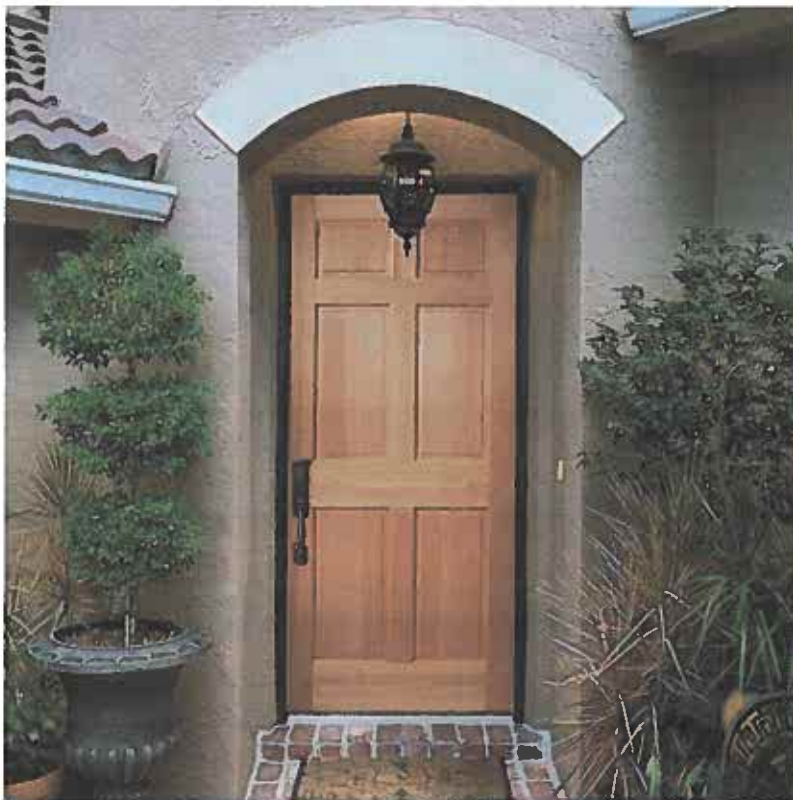
★★★★★ (37) [Questions & Answers \(26\)](#)

FRONT

OPT 2

Live Chat

Feedback



Hover Image to Zoom

\$309⁰⁰

TWO FRONT DOORS

South Charlotte Store

✓ 1 in stock Aisle 22, Bay 018 [Text to Me](#)

TWO ADDITION DOORS

Common Door Size (WxH) in.: 36 x 80

30 x 80

32 x 80

36 x 80

Explore Features | Need Help? | Call 1-800-333-3551 or Text 78456



You're shopping
South Charlotte
● OPEN until 9 pm

Delivering to
28104

Search



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Mariusz



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South Charlotte
● OPEN until 9 pm

Delivering to
28104

[Home](#) / [Doors & Windows](#) / [Exterior Doors](#) / [Front Doors](#) / [Wood Doors](#) / [Wood Doors Without Glass](#)

Internet #301301861 Model #76361 UPC Code #030151176361 Store SKU #1002341

Masonite

36 in. x 80 in. 6-Panel Unfinished Fir Front Exterior Door Slab

★★★★★ (37) Questions & Answers (26)



Hover Image to Zoom

\$309⁰⁰

South Charlotte Store

✓ 1 in stock Aisle 22, Bay 018 [Text to Me](#)

Common Door Size (WxH) in.: 36 x 80

30 x 80

32 x 80

36 x 80

Live Chat

Feedback

[Explore Features](#) | [Need Help?](#) | Call 1-866-333-3551 or Text 78465You're shopping
South Charlotte

● CLOSED until 6 am

Delivering to
28104Hello,
Mariusz

Cart

You're shopping
South Charlotte
● CLOSED until 6 amDelivering to
28104[Home](#) / [Doors & Windows](#) / [Windows](#) / [Double Hung Windows](#)

Internet #204763603 Model #9117172 UPC Code #827705466685 Store SKU #1000039

Andersen

37.625 in. x 56.875 in. 400 Series Tilt-Wash Double Hung Wood Window with White Exterior

★★★★★ (1) [Questions & Answers \(24\)](#)[Live Chat](#)[Feedback](#)

Existing Rear Doors (3)



Explore Features | Need Help? | Call 1-866-333-3551 or Text 78455

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South CharlotteDelivering
28104

Search

Option 1: Steel Door
with 1/2 pane glass

Mariusz



Cart

You're shopping
South Charlotte

● CLOSED until 6 am

Delivering to
28104[Home](#) / [Doors & Windows](#) / [Exterior Doors](#) / [Front Doors](#) / [Steel Doors](#) / [Steel Doors With Glass](#)

Internet #202518807 Model #05200 UPC Code #030151105200 Store SKU #134

Masonite

36 in. x 80 in. Premium Clear 1/2-Lite Mini-Blind Right-Hand Inswing Primed Steel
Prehung Front Door with Brickmold

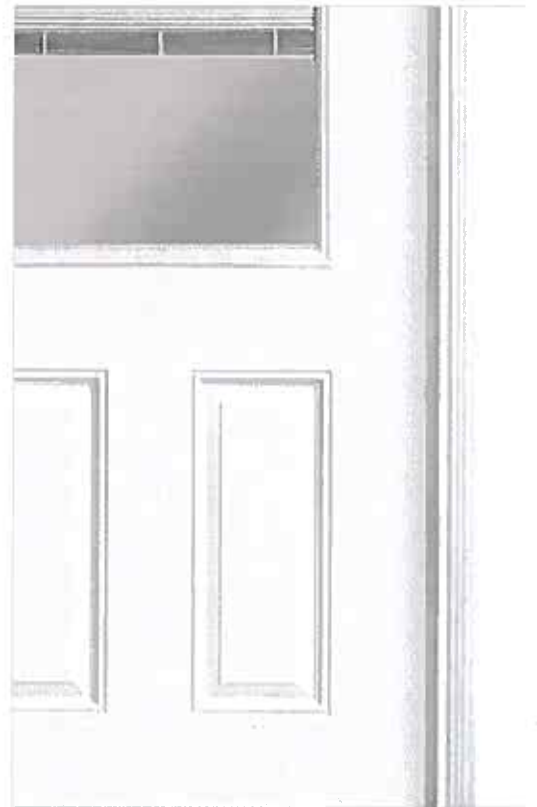
★★★★★ (44) Questions & Answers (13)

Live Chat

Feedback



Hover Image to Zoom

\$479⁰⁰OPTIONS FOR
BACK DOORS x 3

South Charlotte Store

✓ 1 in stock Aisle 25, Bay 008 [Text to Me](#)

Common Door Size (WxH) in.: 36 x 80

[Explore Features](#) | [Need Help?](#) | [Call 1-888-333-3551](#) or [Text 78-465](#)

Close 



32 in. x 80 in. Premium Clear 1/2-Lite Mini-Blind Right-Hand Inswing Primed Steel Prehung Front Door with Brickmold

by **Masonite**

Related Videos & 360° View



Product Images



 Live Chat

 Feedback

Explore Features | Need Help? | Call 1-866-333-3551 or Text 78455



You're shopping
South Charlotte

Delivering to
28104

Search



Option 2: Fiberglass
with Full pane Glass

You're shopping
South Charlotte
CLOSED until 6 am

Delivering to
28104

[Home](#) / [Doors & Windows](#) / [Exterior Doors](#) / [Front Doors](#) / [Fiberglass Doors](#) / [Fiberglass Doors With Glass](#)

Internet #306104366 Model #N3068RA4BE224 UPC Code #885196014259 Store SKU #100397

MP Doors

36 in. x 80 in. Smooth White Right-Hand Inswing Full-Lite Blinds Glass Finished
Fiberglass Prehung Front Door

★★★★★ (71) Questions & Answers (75)

Live Chat

Feedback



Hover Image to Zoom

\$838⁰⁰

Door Handling: **Right-Hand/Inswing**

Left-Hand/Inswing

Right-Hand/Inswing

Pickup at [South Charlotte](#) Delivering to [28104](#)



Hover Image to Zoom

Feedback

Live Chat

\$838⁰⁰

Door Hanging: **Right-Hand/Inswing**

Left-Hand/Inswing

Right-Hand/Inswing

Pickup at South Charlotte Delivering to 28104



[Explore Features](#) | [Need Help?](#) | Call 1-877-333-3551 or Text 78456


You're shopping
South Charlotte

Delivering to
28104

Search



Hello,
Mariusz



Cart

You're shopping
South Charlotte

OPEN until 9 pm

Delivering to
28104

[Home](#) / [Doors & Windows](#) / [Exterior Doors](#) / [Front Doors](#) / [Wood Doors](#) / [Wood Doors Without Glass](#)

Internet #301301861 Model #76361 UPC Code #030151176361 Store SKU #100234

Masonite

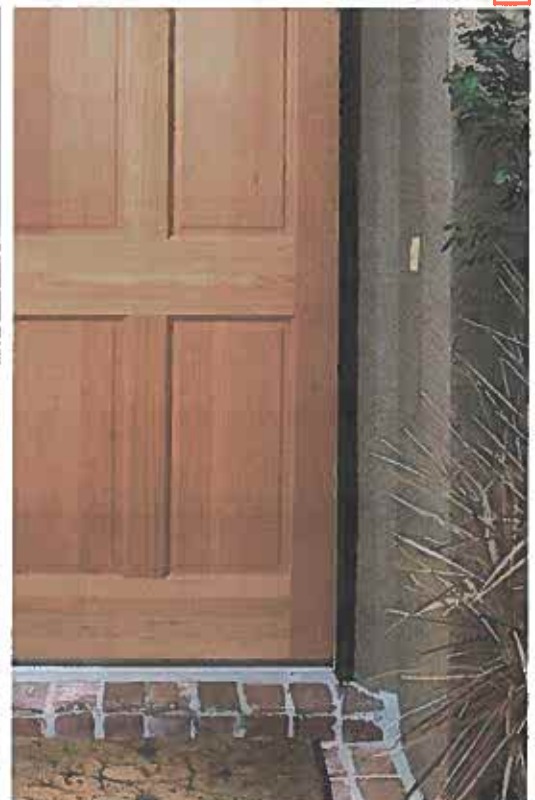
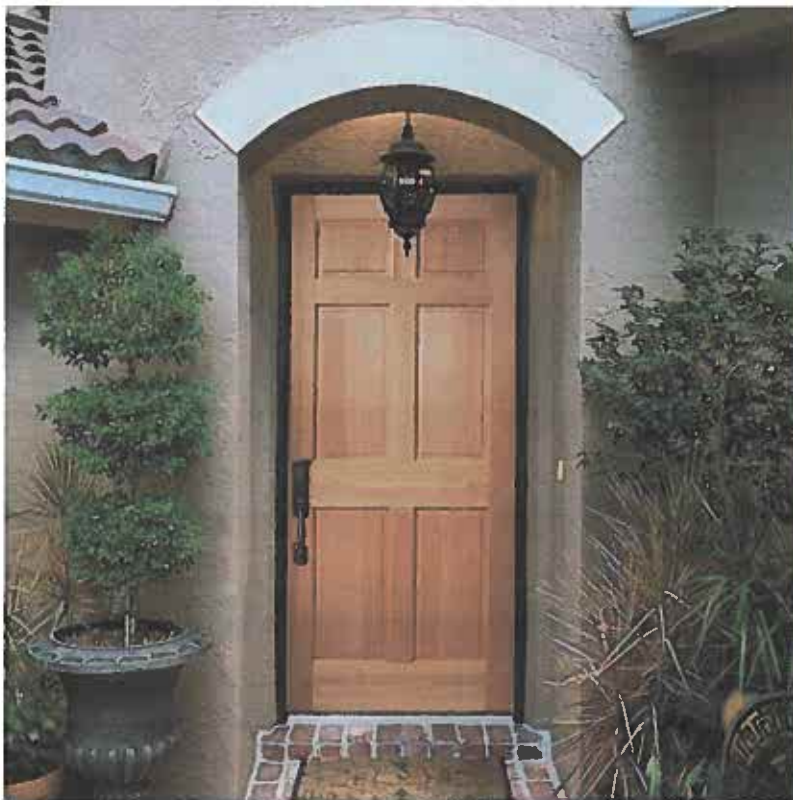
36 in. x 80 in. 6-Panel Unfinished Fir Front Exterior Door Slab

★★★★★ (37) [Questions & Answers \(26\)](#)

OPT 2
FRONT

Live Chat

Feedback



Hover Image to Zoom

\$309⁰⁰

TWO FRONT DOORS

South Charlotte Store

✓ 1 in stock

Aisle 22, Bay 018

[Text to Me](#)

TWO ADDITION DOORS

Common Door Size (WxH) in.: 36 x 80

30 x 80

32 x 80

36 x 80

Explore Features | Need Help? | Call 1-800-333-3551 or Text 78456



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South Charlotte
● OPEN until 9 pm

Delivering to
28104

Search



Hello,
Mariusz



Cart

You're shopping
South Charlotte
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Internet #301301861 Model #76361 UPC Code #030151176361 Store SKU #100234

Masonite

36 in. x 80 in. 6-Panel Unfinished Fir Front Exterior Door Slab

★★★★★ (37) Questions & Answers (26)



Hover Image to Zoom

\$309⁰⁰

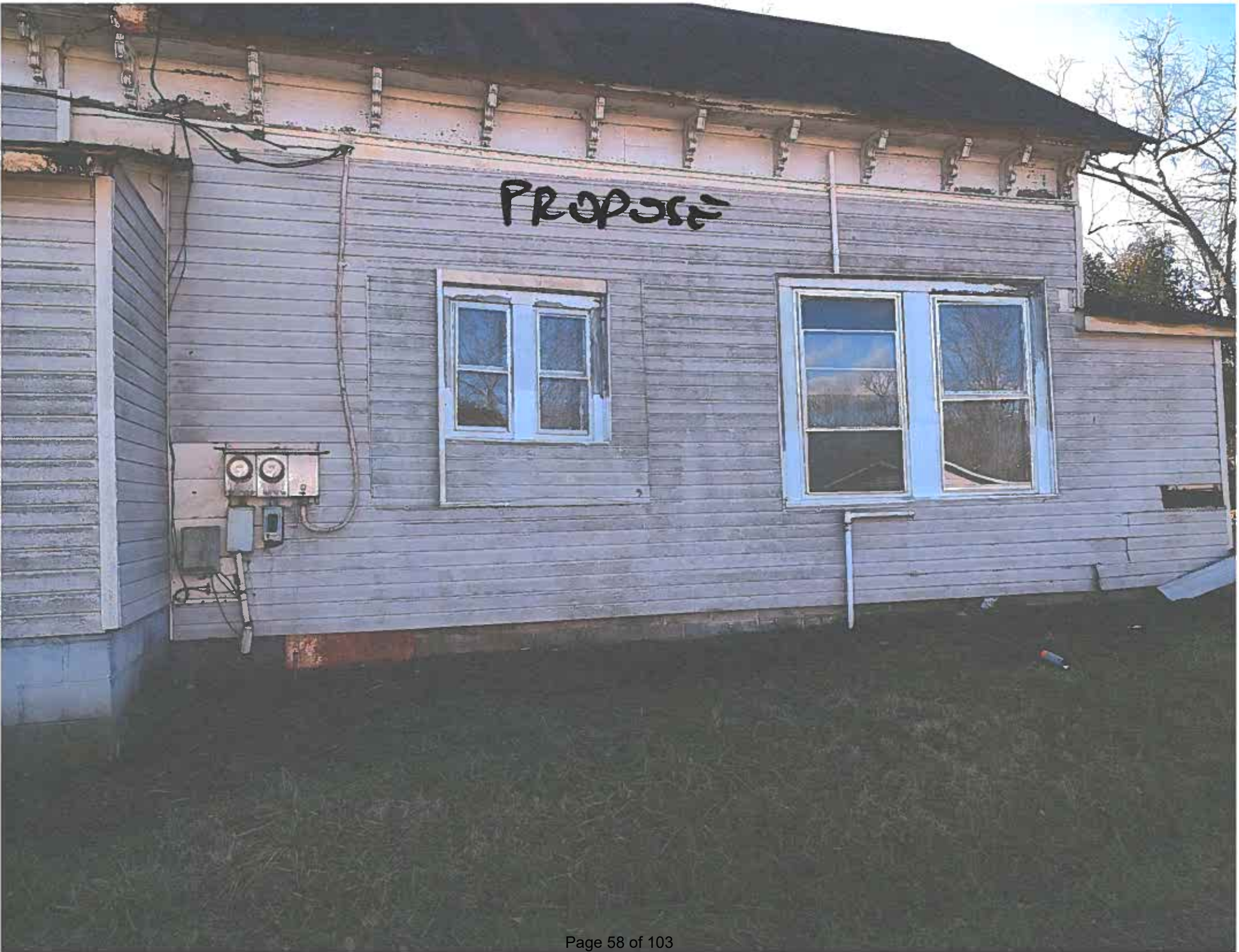
South Charlotte Store

✓ 1 in stock Aisle 22, Bay 018 [Text to Me](#)

Common Door Size (WxH) in.: 36 x 80



EXISTING

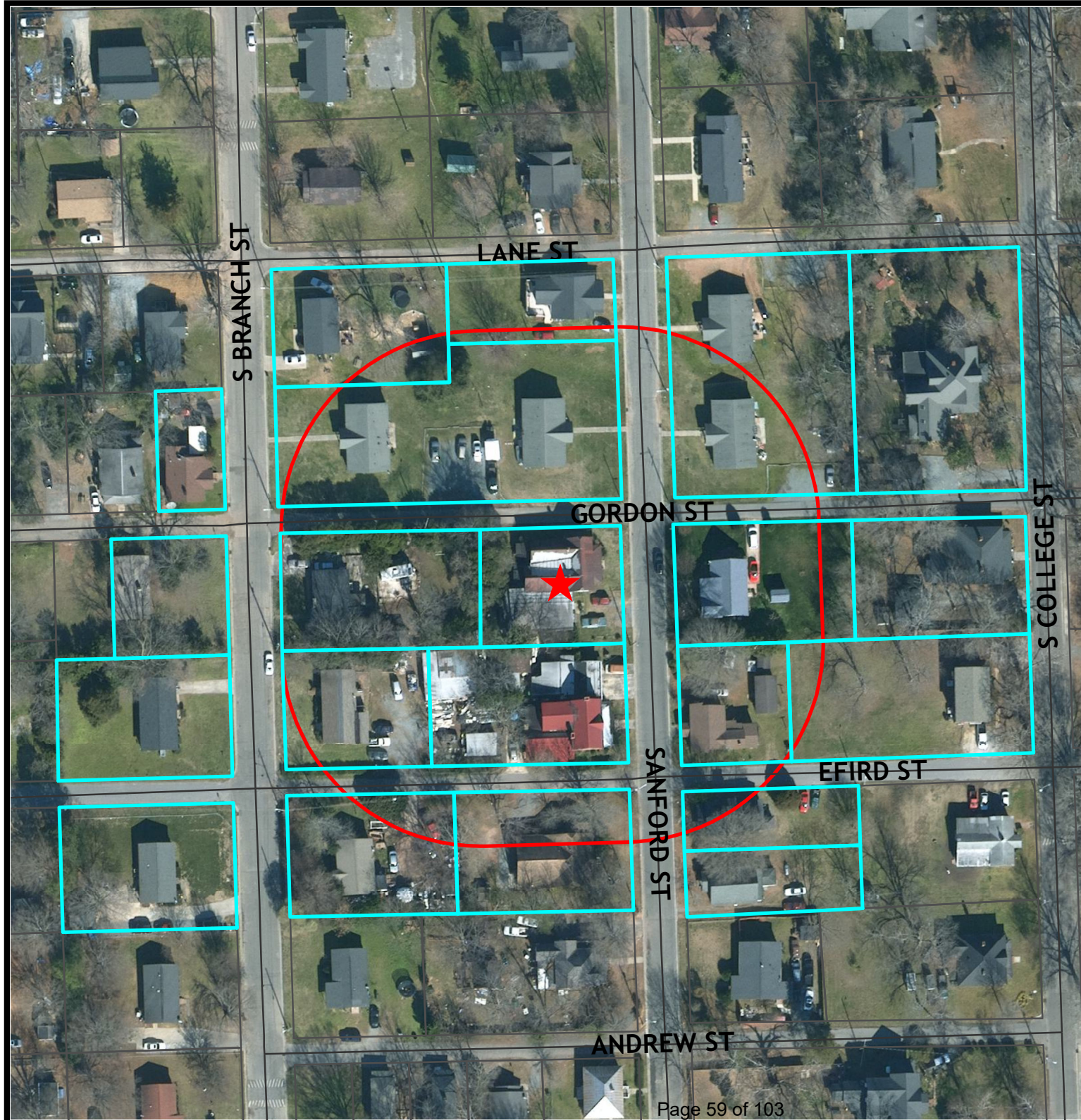


APO Map

400 Sanford St.

Legend

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



ACCTNO	OWNERNAME1	OWNERADDRE	OWNERCITY	OWNERSTATE	OWNERZIP
09232188	TUCKER CAROL L	PO BOX 1102	MONROE	NC	28111
09235190	GIBSON ETHEL LEE	404 SANFORD ST	MONROE	NC	28112
09235190B	WITHERSPOON BRANDON C	404 SANFORD ST	MONROE	NC	28112
09235191A	MUNOZ ENRIQUE H	401 SANFORD ST	MONROE	NC	28112
09232187	WIGGINS CLARA P	408 W ROOSEVELT BLVD	MONROE	NC	28110
09235190A	GIBSON ETHEL LEE	404 SANFORD ST	MONROE	NC	28112
09273050	CUNNINGHAM CHRISTINA A	1726 GLENLEA VISTA CT	CHARLOTTE	NC	28216
09276005	CAPUCHINO IGNACIO CABALLERO	404 SOUTH BRANCH ST	MONROE	NC	28112
09235191	LICHTENHAN CARRIE ROWELL	400 S COLLEGE ST	MONROE	NC	28112
09235189	DUIGNAN CECILIA	15209 YARMOUTH RD	CHARLOTTE	NC	28277
09232188A	WIGGINS CLARA P	408 W ROOSEVELT BLVD	MONROE	NC	28110
09235189A	MORAN MARIA DEL ROCIO MENA	525 S BRANCH ST	MONROE	NC	28112
09235190C	WITHERSPOON MICHELLE G	505-B BRANCH ST	MONROE	NC	28112
09235194	ALDRIDGE OTTO FLOYD	501 SANFORD ST	MONROE	NC	28112
09235195	ALDRIDGE WANDA FAY M	503 SANFORD ST	MONROE	NC	28112
09276252	BLANCO MARIA ABEL	500 BRANCH ST	MONROE	NC	28112
09232187A	BARNETT STEVEN R	302 S COLLEGE ST	MONROE	NC	28112
09235192	MYERS JOSHUA BRENT	2004 WHITE CEDAR LN	WAXHAW	NC	28173
09235193	KALTSOUNIS ANGELO JAMES	6136 GREYSTONE DR	MATTHEWS	NC	28104
09273049	CRAWFORD WILLIAM EDWARD JR	3917 KARRINGTON PL	MONROE	NC	28110
09232189	PEREZ-AVALOS JOSE SERGIO	300 SANFORD STREET	MONROE	NC	28112

TO: Historic District Commission Members

DATE: March 13, 2023

FROM: Keri Mendler, Senior Planner

PREPARED BY: Keri Mendler, Senior Planner

SUBJECT: Certificate of Appropriateness request for 700 W. Franklin Street

SUMMARY STATEMENT

The Historic District Commission is requested to consider a Certificate of Appropriateness request from Ann Walters for the property at 700 W. Franklin Street. The applicant is requesting approval to enclose the existing screen porch.

SITE DATA

Type of Action: Certificate of Appropriateness
Date of Petition: 2-10-23
Name of Petitioner: Ann Walters
Location: 700 W. Franklin Street
Tax ID #: 09-232-229
Lot Size: 0.50 acres
Zoning Classification: RMD (Residential Medium Density)

GENERAL INFORMATION

Two-story brick Colonial Revival style foursquare house. Built in circa 1950

RELEVANT DESIGN STANDARDS

Porches, Entrances, and Balconies, pg. 57

1. Consider the enclosure of a historic porch only if the enclosure can be designed to preserve

the historic character of the porch and the building. It is not appropriate to enclose a porch or balcony on a primary or other highly-visible elevation.

The applicant is requesting to enclose the existing screened porch and plans to utilize fiber cement siding, vinyl sliding door, and vinyl windows.

PROPOSED FINDINGS

Staff offers the following Proposed Findings:

1. The subject property located at 700 W. Franklin Street is owned by Ann Walters and is zoned RMD (Residential Medium Density). (Exhibit 1-2)
2. The property is located in the South Monroe Historic District. (Exhibit 3)
3. On February 10, 2023, the applicant applied for a COA in order to request approval to enclose the existing screened porch. The applicant is proposing to utilize a vinyl sliding door, Endurclad wood casement windows, a vinyl single hung window, and fiber cement siding. (Exhibit 4-6)
4. The proposed structure does meet the review criteria for a Certificate of Appropriateness according to Section 6.3 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 project to enclose the existing screened porch at 700 W. Franklin Street as presented (is/is not) congruous in concept according to the *Porches, Entrances, and Balcony* standards contained within the *South Monroe Historic District Design Standards*:

Porches, Entrances, and Balconies, pg. 57

1. Consider the enclosure of a historic porch only if the enclosure can be designed to preserve the historic character of the porch and the building. It is not appropriate to enclose a porch or balcony on a primary or other highly-visible elevation.

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.

Attachment(s):

1. Ortho Map
2. Zoning Map
3. Historic District Map
4. Application

5. Existing Conditions
6. Proposed Changes
7. APO Map
8. APO List

Prepared by KM: 3-2-23



Ortho Map

PLHR-2023-00113

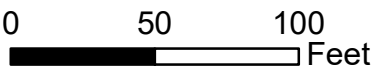
Legend

-  Centerlines
-  Parcels

**Existing: RMD
(Residential Medium Density)**

Owner: Ann Walters

Acres: .50



Zoning Map

PLHR-2023-00113

Legend

— Centerlines

▭ Parcels

Zoning Districts

▭ RMD

Existing: RMD
(Residential Medium Density)

Owner: Ann Walters

Acres: .50



0 50 100
Feet

Historic District Map

PLHR-2023-00113

Legend

-  Centerlines
-  Parcels
-  Historic District

**Existing: RMD
(Residential Medium Density)**

Owner: Ann Walters

Acres: .50



0 50 100
 Feet



HISTORIC DISTRICT COMMISSION
APPLICATION FOR REVIEW

FOR STAFF USE ONLY

Date submitted:

Application No: PLHR-2023-0013

Approved: _____ Denied: _____

_____ Administrative review

☒ Commission Review

1. Property location: 700 W. Franklin St.

Applicant's name: Ann Walters for assigns

Applicant's address: 700 W. Franklin St.
Monroe, NC 28112

Applicant's telephone number: 704 289-7545

Applicant's email address: annwalters10@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: _____

Please provide a brief description of the project Enclosing the screen porch

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).

Ann Walters

Applicant- Printed

Ann Walters

Applicant- Signed

2-10-2023

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

Windows in Bathroom

Windows in Porch Area

Hardie Siding

The porch is attached to the side of the house

Change the screen to siding, windows, Door.

DO NOT WRITE BELOW THIS LINE

Additional conditions and remarks: _____

Authorized signature

Date

From: Keri Mendler
Sent: Tuesday, February 21, 2023 12:51 PM
To: 'Ann Walters'
Subject: RE: HDC

Thanks, the HDC will likely want pictures of the materials as requested, but I'll use the info provided below in the packet.

Thanks,

Keri Mendler, AICP, CZO
Senior Planner
City of Monroe
300 W. Crowell Street/ P.O. Box 69
Monroe, NC 28112-0069
(704)-282-5797 p
(704)-283-7704 f
kmendler@monroenc.org



E-mail correspondence to and from this address may be subject to North Carolina's public records laws and if so, may be disclosed.

From: Ann Walters [<mailto:anngwalters10@gmail.com>]
Sent: Monday, February 20, 2023 9:54 AM
To: Keri Mendler <khutchins@monroenc.org>
Subject: Re: HDC

Good morning Keri,

These are the materials that I am thinking of using:

700 W Franklin St, Monroe, NC 28112
-Tempered vinyl sliding for the patio door
-Enduraclad wood new construction casement window
-Vinyl single hung window half screen
-Fiber cement lap siding

Thank you
Ann Walters
704-289-7545

On Fri, Feb 10, 2023 at 2:58 PM Keri Mendler <khutchins@monroenc.org> wrote:

Ann,

Following up from our conversation, here is what I still need to process the application:

Product information on the proposed siding, windows, and door. You can either provide a link to the information or save a pdf and email that to me. The product information should include a picture of the product as well as the materials (ie wood, vinyl, steel, etc.? – as mentioned, the HDC is unlikely to approve vinyl materials).

Lastly, I'll need some kind of rendering to show what the elevations will look like once complete, this doesn't have to be other the top, just something that shows what you intend for it to look like on the outside once complete.

If you have any further questions, let me know. Just clarify as well, you or someone who can answer questions will need to be in attendance at the HDC meeting on March 13th at 6:30 pm.

Thanks,

Keri Mendler, AICP, CZO
Senior Planner
City of Monroe
300 W. Crowell Street/ P.O. Box 69
Monroe, NC 28112-0069
(704)-282-5797 p
(704)-283-7704 f
kmendler@monroenc.org



E-mail correspondence to and from this address may be subject to North Carolina's public records laws and if so, may be disclosed.

From: Keri Mendler
Sent: Tuesday, February 7, 2023 2:37 PM
To: 'anngwalters10@gmail.com' <anngwalters10@gmail.com>
Subject: HDC

Ann,

The application for the Historic District Commission is attached. You'll need to submit the application, \$75 application fee, and plans of the proposal by February 13th for the March 13th meeting.

The plans needs to show current conditions and proposed conditions, i.e. what it will look like when it's complete along with a list of materials (siding, roof, etc.).

The HDC will review the application based on the Historic District Design Standards, you can find a copy here:
<https://www.monroenc.org/Portals/0/Departments/Planning/Documents/Planning/Historic%20District/Monroe%20Standards%20Revised%2011-14-22.pdf>

Specifically the Porches, Entrances, & Balconies and the Additions section.

If you have any further questions, please let me know.

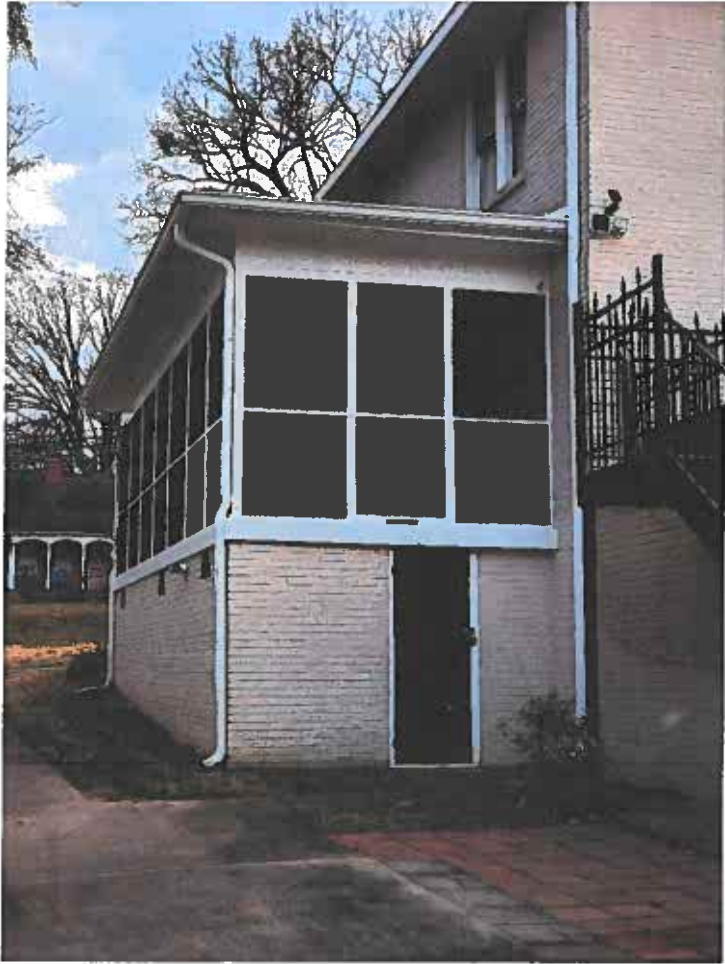
Thank you,

Keri Mendler, AICP, CZO
Senior Planner
City of Monroe
300 W. Crowell Street/ P.O. Box 69
Monroe, NC 28112-0069
(704)-282-5797 p

(704)-283-7704 f
kmendler@monroenc.org



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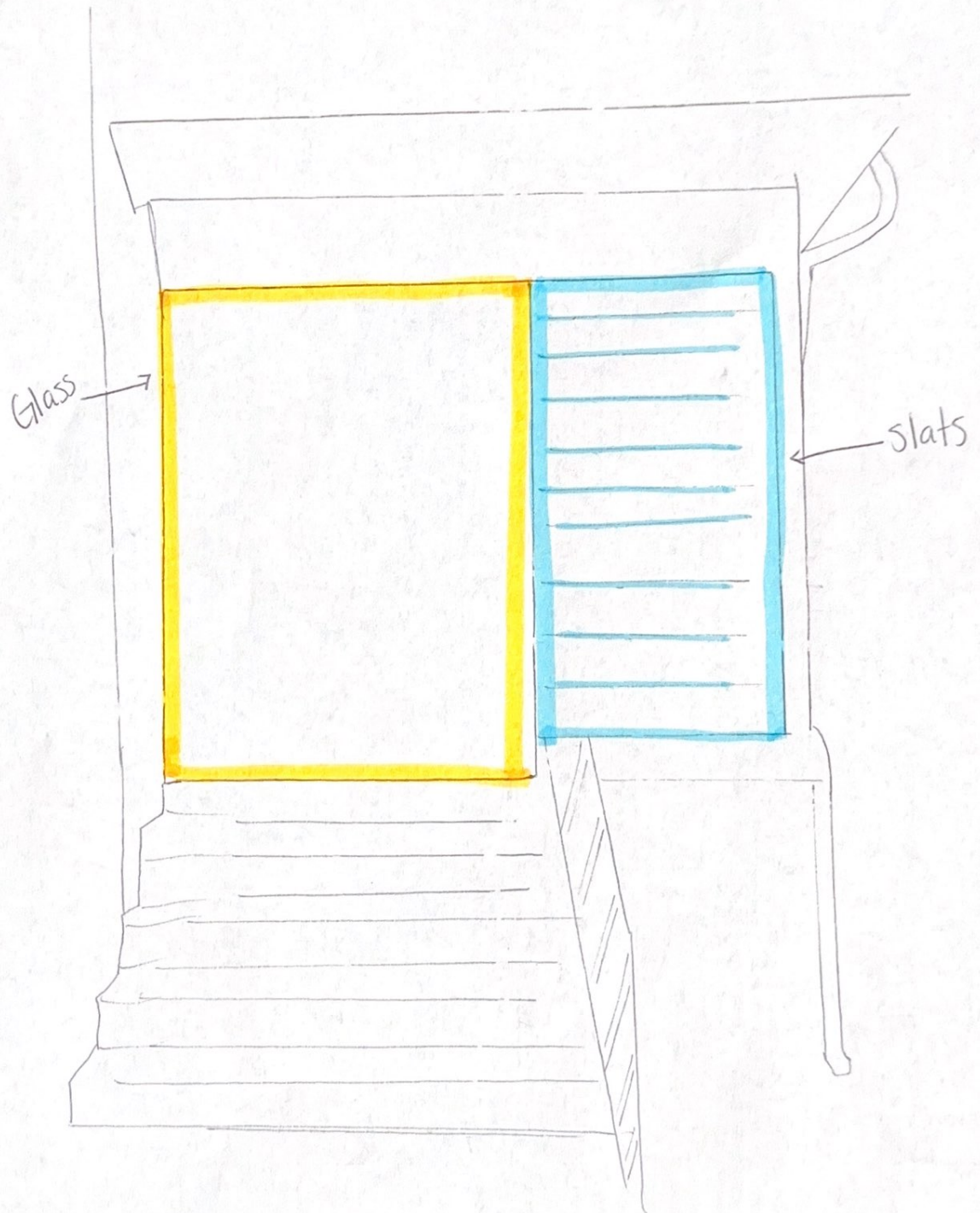


1 of 2



Front Elevation

2 of 2



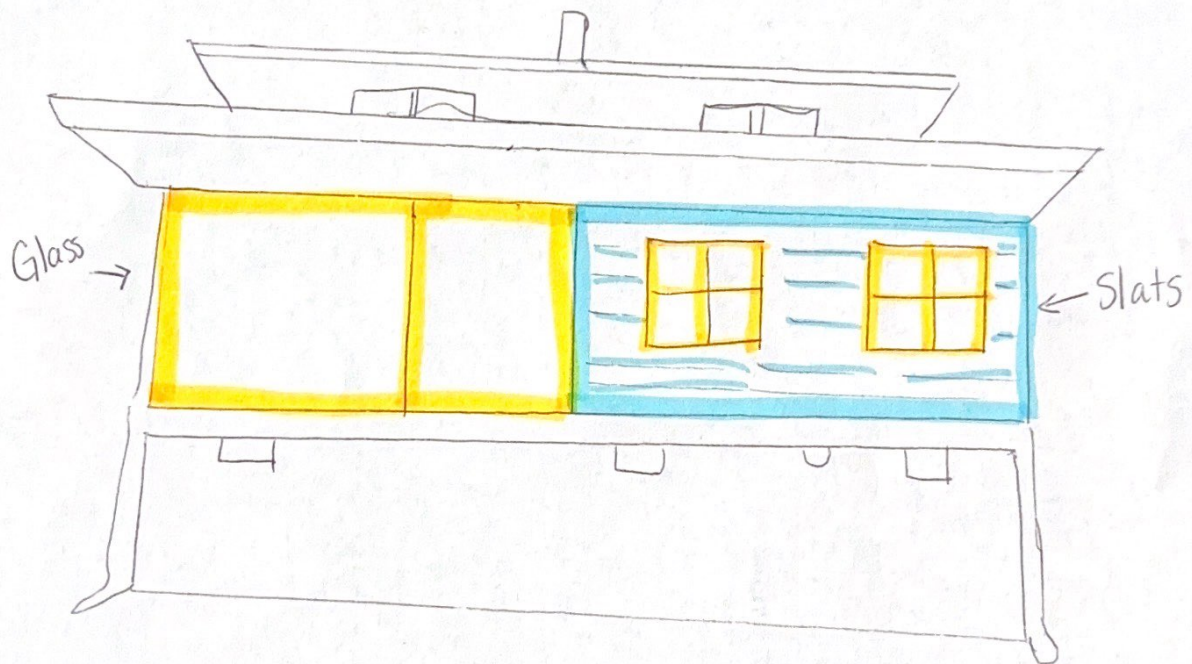
Side Elevation
Option 1

1 of 2



Side Elevation
Option 1

2 of 2



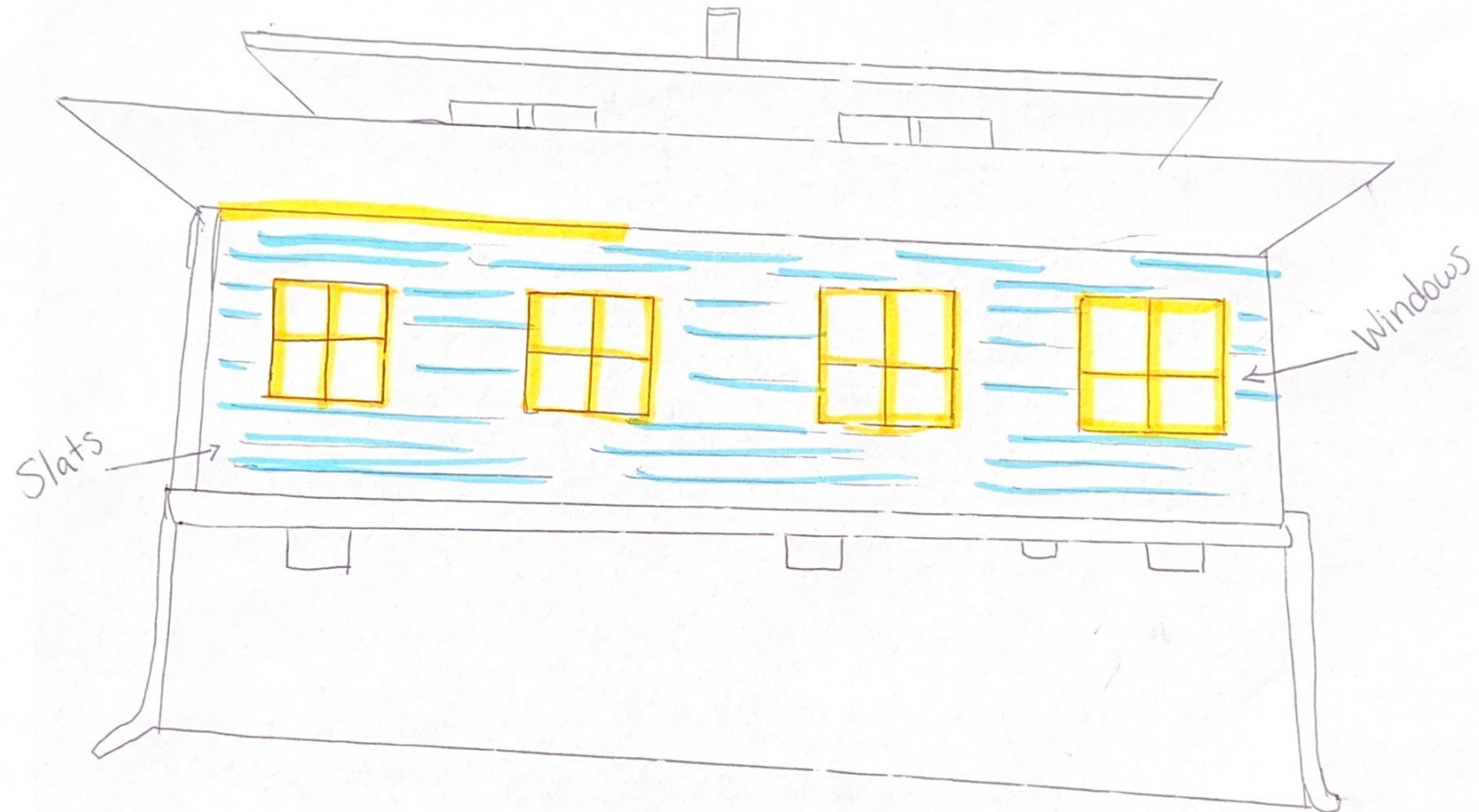
Side Elevation
Option 2

1 of 2



Side Elevation
Option 1

2 of 2



Rear Elevation

1 of 2



Rear Elevation

2 of 2



Hardie/Window

13

Window

OFF

House

14

15

16

Hardie

Hardie

Window

13

Window/Dur

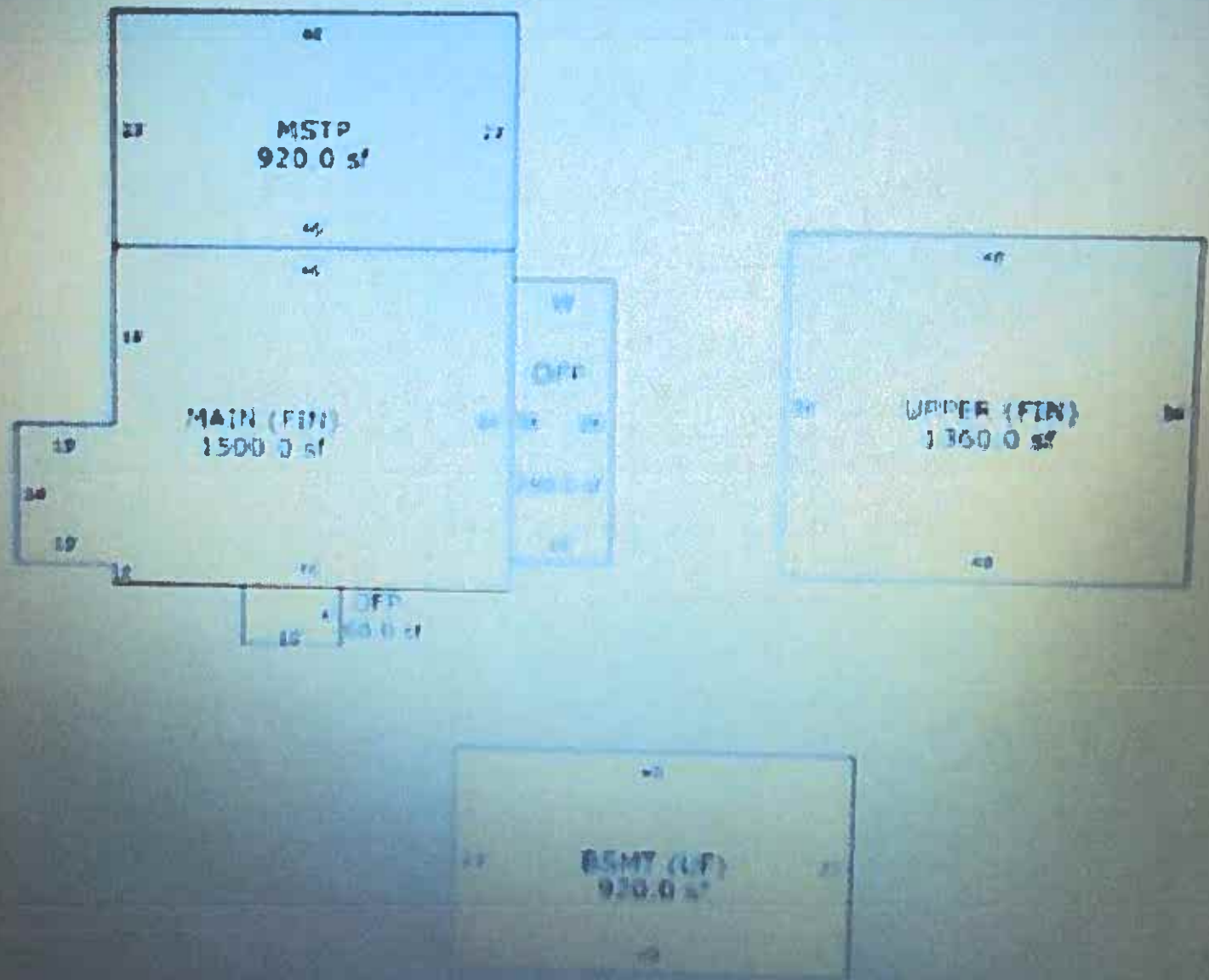
Hardie

OFF

14 15 16

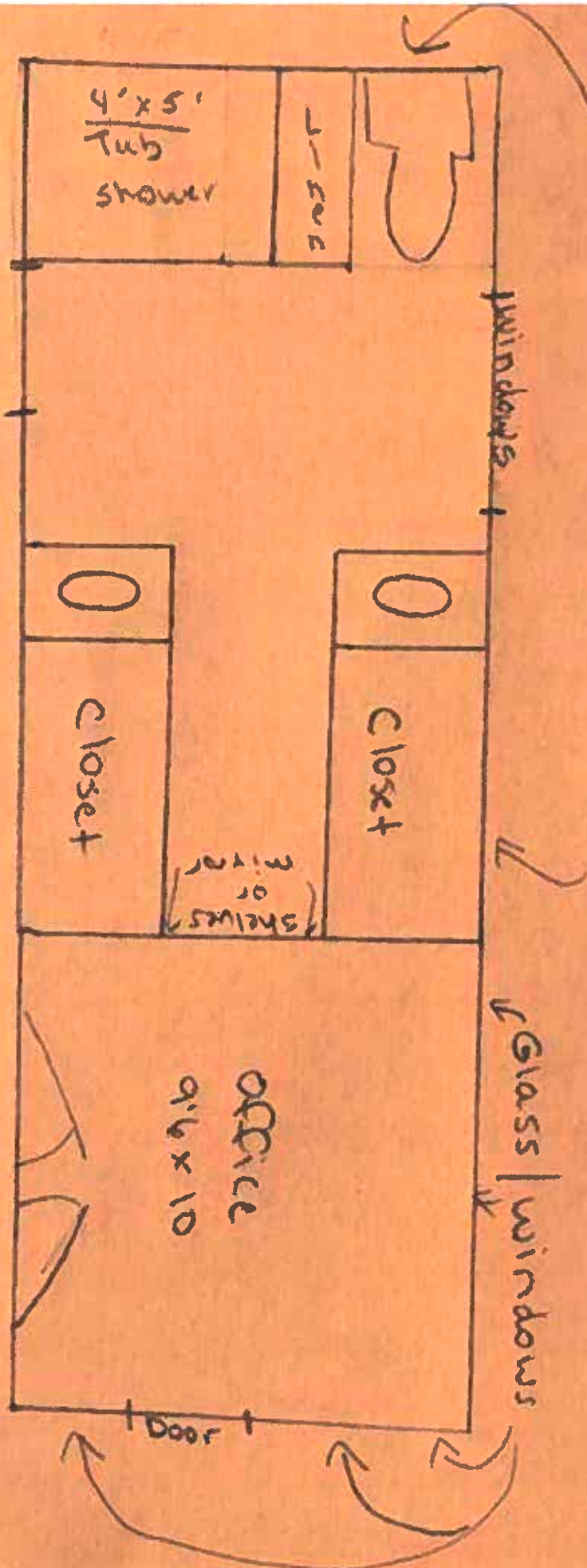
Property Sketches & Photos

Converted Sketch



9'6" x 18'

Outside siding / Board & Batten

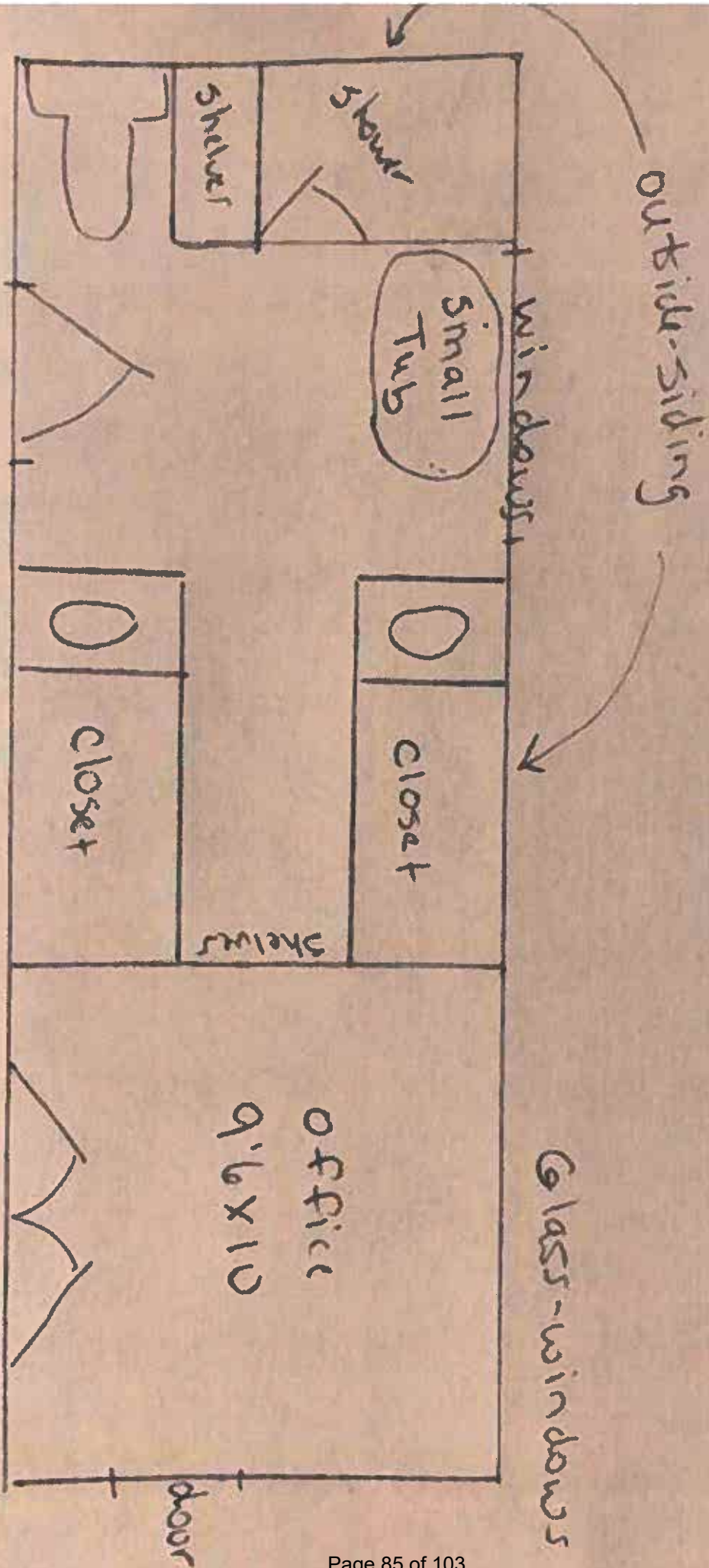


Bedroom

9'6" x 10'

Den

Bedroom



APO Map

700 W. Franklin St.

Legend

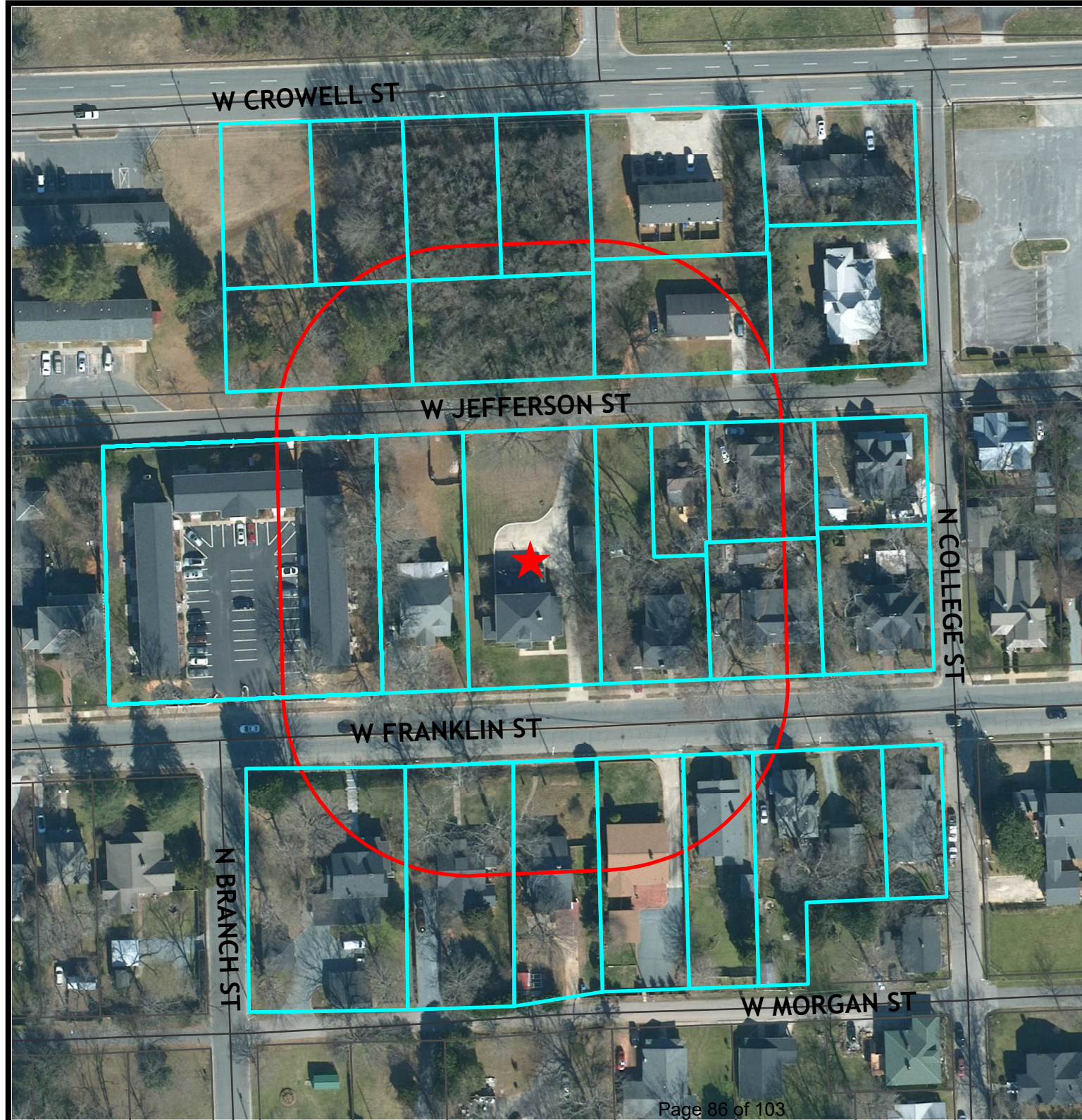
— Centerlines

▭ Parcels

▭ 150-ft Buffer

▭ Notified Properties

★ Subject Property



ACCTNO	OWNERNAME1	OWNERADDRE	OWNERCITY	OWNERSTATE	OWNERZIP
09232226	STEGALL KELLY A	701 W FRANKLIN ST	MONROE	NC	28112
09232246	NOGUERA CARLOS NIETO	603 W JEFFERSON ST	MONROE	NC	28112
09273004B	PINNACLE HOMES USA LLC	2908 MORGAN MILL ROAD	MONROE	NC	28110
09273008 10	CANTEY KIM	730 W FRANKLIN ST	MONROE	NC	28112
09273008 16	PLYLER KADIE	754 W FRANKLIN ST UNIT 16	MONROE	NC	28112
09273008 20	BREWER BAUCOM PROPERTIES LLC	PO BOX 769	MARSHVILLE	NC	28103
09273009	OSMAN MOHAMED S	705 W FRANKLIN ST	MONROE	NC	28112
09232245	MELLENDEZ JENNIFER	601 W JEFFERSON ST	MONROE	NC	28112
09232247	LOBERGER DALE A	502 S WASHINGTON ST	MONROE	NC	28112
09273004F	PINNACLE HOMES USA LLC	2908 MORGAN MILL ROAD	MONROE	NC	28110
09273008 07	WEST TAYLOR EVELYN	722 W FRANKLIN ST	MONROE	NC	28112
09273008 09	CANTEY KIM	730 W FRANKLIN ST	MONROE	NC	28112
09273008 15	SMITH PATRICK JAMES	752 W FRANKLIN ST	MONROE	NC	28112
09273008 17	LUND GLADIS	756 W FRANKLIN ST	MONROE	NC	28112
09273008 19	BREWER BAUCOM PROPERTIES LLC	PO BOX 769	MARSHVILLE	NC	28103
09232228	PYLE KIM	704 W FRANKLIN ST	MONROE	NC	28112
09273004A	PINNACLE HOMES USA LLC	2908 MORGAN MILL ROAD	MONROE	NC	28110
09273004C	PINNACLE HOMES USA LLC	2908 MORGAN MILL ROAD	MONROE	NC	28110
09273004D	PINNACLE HOMES USA LLC	2908 MORGAN MILL ROAD	MONROE	NC	28110
09273008 12	BBB PARTNERS LLC	PO BOX 769	MARSHVILLE	NC	28103
09273008 21	HOCOTT ROSA E	764 W FRANKLIN ST	MONROE	NC	28112
09232231	WARD JUDY ROBINSON	602 W FRANKLIN ST	MONROE	NC	28112
09273004E	PINNACLE HOMES USA LLC	2908 MORGAN MILL ROAD	MONROE	NC	28110
09273008 05	MORICOLA PAUL	718 W FRANKLIN ST	MONROE	NC	28112
09273008 14	TRIPODI TRACY H	750 W FRANKLIN ST	MONROE	NC	28112
09273008 18	HELMS ARON A	758 W FRANKLIN ST	MONROE	NC	28112
09232227	SMITH BRADFORD R	703 W FRANKLIN ST	MONROE	NC	28112
09232230	MCGINNIS ELEANOR D	505 E TALLEYRAND AVE	MONROE	NC	28112
09232232	HILL SHANNON M	600 W FRANKLIN ST	MONROE	NC	28112
09273008 04	PAMPLIN ALICE	716 W FRANKLIN ST	MONROE	NC	28112
09232222	PORTER PEGGY B	601 WEST FRANKLIN ST	MONROE	NC	28112
09232223	VIDAL GUSTAVO	605 W FRANKLIN ST	MONROE	NC	28112
09232224	MAGGARD JAMES	607 W FRANKLIN ST	MONROE	NC	28112
09232229	WALTERS ANN GRIFFIN	1003 OAK HILL DR	MONROE	NC	28110
09232249	LYONS LANCE	14213 HILLSIDE DR	JAMUL	CA	91935
09232250	CLARK BETTY A	600 W JEFFERSON ST	MONROE	NC	28112
09273008 08	MORALES BRIAN GLENN	724 W FRANKLIN ST	MONROE	NC	28112
09232225	JOYCE DAVID	609 W FRANKLIN ST	MONROE	NC	28112
09232249A	SUTTON REBECCA DIANE	3319 WAXHAW HIGHWAY	MONROE	NC	28112
09273008 02	MCMANUS SYLVESTER E III	710 WEST FRANKLIN ST	MONROE	NC	28112
09273008 11	W3 RESOURCE MANAGEMENT LLC	PO BOX 1699	MONROE	NC	28111
09232250A	DIETRICH SARAH ANN HOWEY	1414 TRAILWOOD DR	RALEIGH	NC	27606
09273008	MIDDLETON PARTNERS LLC	PO BOX 783	MONROE	NC	281110783
09273008 01	WHITE BETTY R	710 W FRANKLIN ST	MONROE	NC	28112
09273008 03	BREWER MP LLC	PO BOX 769	MARSHVILLE	NC	28103
09273008 06	RUSHING GILBERT DOUGLAS	831 BRIDGEWATER DRIVE	MONROE	NC	281128445
09273008 13	BBB PARTNERS LLC	PO BOX 769	MARSHVILLE	NC	28103



STAFF REPORT
PLHR-2023-00114

TO: Historic District Commission Members

DATE: March 13, 2023

FROM: Keri Mendler, Senior Planner

PREPARED BY: Keri Mendler, Senior Planner

SUBJECT: Certificate of Appropriateness request at 507 E. Hudson St.

SUMMARY STATEMENT

The Historic District Commission is requested to consider a Certificate of Appropriateness from Michael Smith, owner of Lifestyle Rentals, LLC. to remove a 16-inch DBH Pecan tree at 507 E. Hudson Street. The application also includes the replacement of the asphalt shingles with like materials, which will be approved at staff level.

SITE DATA

Type of Action:	Certificate of Appropriateness
Date of Petition:	2-15-23
Name of Petitioner:	Michael Smith
Location:	507 E. Hudson St.
Tax ID #:	09-231-100A
Lot Size:	0.21 acres
Zoning Classification:	RMD (Residential Medium Density)

GENERAL INFORMATION

The house on this parcel was constructed in 1997 according to the Tax Records.

RELEVANT DESIGN STANDARDS

Site Features & Plantings, pg. 23

1. Retain and preserve the landscape and built site features that contribute to the overall historic character of a district building, site, or streetscape including mature trees, lawns and ground cover, foundation plantings, hedges, retaining walls, terraces, trellises, accessory buildings, and significant views and vistas.

The applicant is requesting to remove a 16-inch DBH Pecan tree. The Union County Urban Forester recommends this tree be preserved as it shows no signs of disease or decay.

2. Replace a large tree or hedge that must be removed due to disease or storm damage with a new tree or hedge of the same species or of similar appearance.

The applicant has not indicated whether or not he will replace the tree if approved for removal.

PROPOSED FINDINGS

Staff offers the following Proposed Findings:

1. The subject property located at 507 E. Hudson Street is owned by Lifestyle Rentals, LLC and is zoned RMD (Residential Medium Density). (Exhibit 1-2)
2. The property is located in the South Monroe Historic District. (Exhibit 3)
3. On February 15, 2023, the applicant applied for a COA to request approval to remove a 16-inch DBH Pecan tree. The applicant submitted additional images as part of the application as well. (Exhibit 4)
4. The applicant did have the Union County Arborist, Dr. Keith O'Herrin, evaluate the tree before applying for the Certificate of Appropriateness. Dr. O'Herrin prepared a report and indicated the tree shows no sign of disease or decay. Dr. O'Herrin did indicate the tree has a "growth lean greater than 15 degrees, biased toward the home." The Urban Forester does believe that with expert pruning the risk to the home could be greatly reduced and reduce the weight of limbs. (Exhibit 5)
5. The proposed structure does meet the review criteria for a Certificate of Appropriateness according to Section 6.3 of the Unified Development Ordinance.
6. All adjacent property owners have been notified of the Certificate of Appropriateness request. (Exhibit 6-7)

CONCLUSIONS

The proposal to remove a 16-inch DBH Pecan tree at 507 E. Hudson St as presented (is/is not) congruous in concept according to the *Site Features & Plantings* standards of the *South Monroe Historic District Standards*:

Site Features & Plantings, pg. 23

1. Retain and preserve the landscape and built site features that contribute to the overall historic character of a district building, site, or streetscape including mature trees, lawns and ground cover, foundation plantings, hedges, retaining walls, terraces, trellises, accessory buildings, and significant views and vistas.
2. Replace a large tree or hedge that must be removed due to disease or storm damage with a new tree or hedge of the same species or of similar appearance.

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. Dr. O'Herrin's Report
6. APO Map
7. APO List

Prepared by: KM 3-1-22



Ortho Map

PLHR-2023-00114

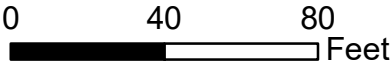
Legend

-  Centerlines
-  Parcels

Existing: RMD
(Residential Medium Density)

Owner: Lifestyle Rentals, LLC

Acres: .21



Zoning Map

PLHR-2023-00114

Legend

Centerlines

Parcels

Zoning Districts

RHD

RMD

Existing: RMD
(Residential Medium Density)

Owner: Lifestyle Rentals, LLC

Acres: .21



0 40 80
Feet

E HUDSON ST

EVERETTE ST

Historic District Map

PLHR-2023-00114

Legend

- Centerlines
- Parcels
- Historic District

**Existing: RMD
(Residential Medium Density)**

Owner: Lifestyle Rentals, LLC

Acres: .21



0 40 80
Feet

E HUDSON ST

EVERETTE ST



HISTORIC DISTRICT COMMISSION
APPLICATION FOR REVIEW

FOR STAFF USE ONLY

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

1. Property location: 507 E. Hudson St.
Applicant's name: Michael J. Smith - owner/manager
Applicant's address: 7206 Morgan Mill Rd.
Monroe, N.C. 28110

Applicant's telephone number: 704-361-4308 (cell)
Applicant's email address: lifestylebuildersinc@gmail.com
Property Tax identification number: 09 - 231 - 100A

2. The property is owned by (if different from above) Lifestyle Rentals, LLC
Address: 7206 Morgan Mill Rd. Monroe, NC 28110 Telephone: 704-361-4308

3. The following Certificate of Appropriateness is requested for: Tree removal permission
Please provide a brief description of the project. I have been "battling" with this tree since I purchased house. The more I selectively prune to correct tree, the more vigorously it grows looking for sunlight and away from the tree canopy on empty lot. This happens to be over house roof. I have already been on roof making minor repairs. I would like to replace existing roof shingles & repaint exterior of house and hope to eliminate potential damage to these expensive repairs - thank you for your help

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).

Michael Smith - owner/manager

Applicant- Printed

Michael J. Smith

Applicant- Signed

2-15-2023

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:

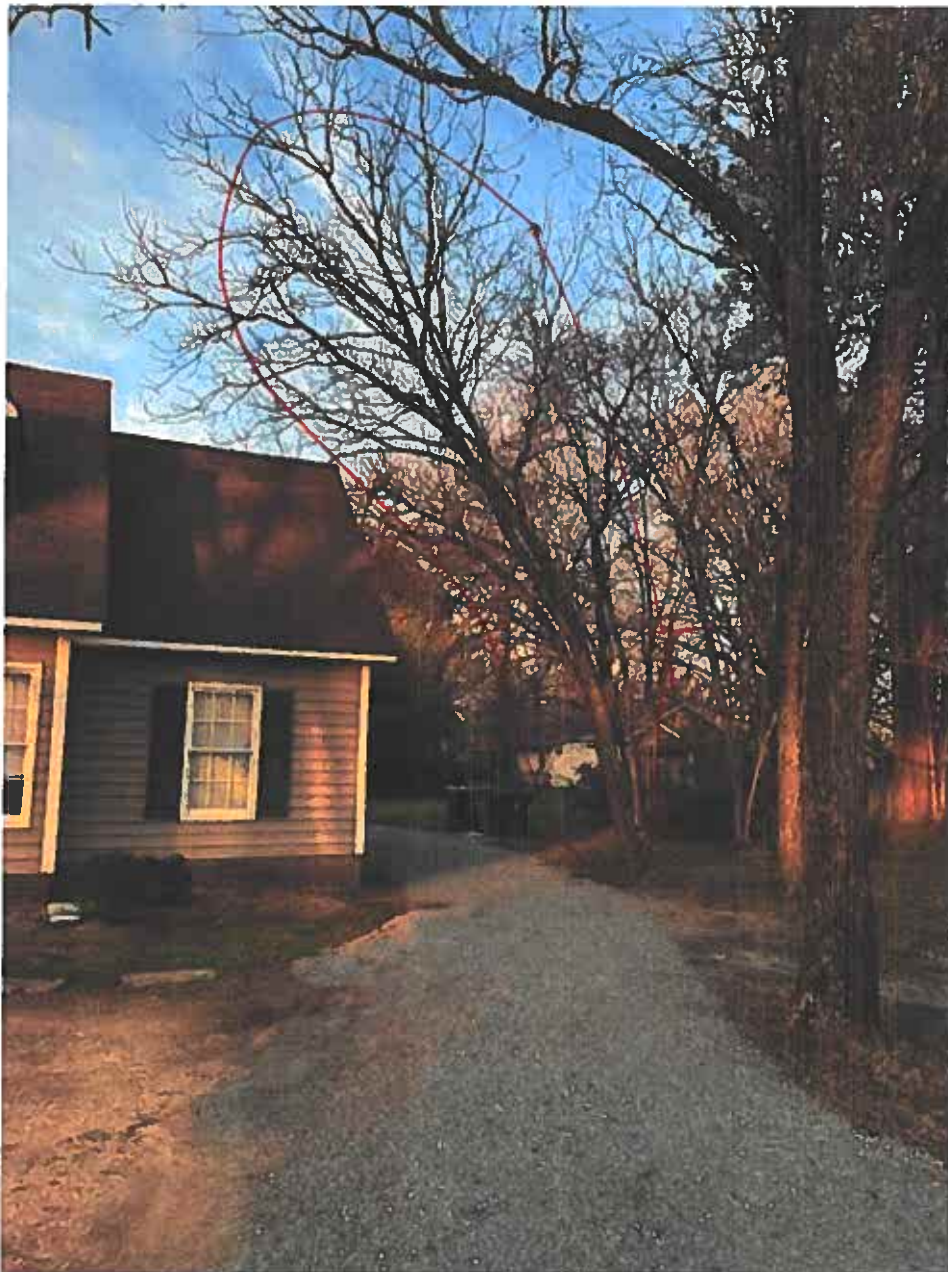
- ☐ Completed application form. Describe clearly and in detail the nature of the proposed project. Attach additional sheets if necessary.
- ☐ Photographs of site and existing conditions, as well as any proposed materials.
- ☐ Site plan showing property lines, existing and proposed changes

DO NOT WRITE BELOW THIS LINE

Additional conditions and remarks: _____

Authorized signature

Date



Tree in question

507 E. Hudson St.

- Picture showing growth/lean towards house.



Previous Prunings

507 E. Hudson St.

- Pictures showing previous prunings as Mr. O'Harrin has suggested.



Roof Shingle Repairs

507 E. Hudson St.

- Picture showing previous shingle repairs



Michael Smith <lifestylebuildersinc@gmail.com>

Parcel ID# 09231099

2 messages

Mariela Garcia <mariela@theagcy.com>
To: lifestylebuildersinc@gmail.com

Thu, Feb 9, 2023 at 11:57 AM

Good morning Mr. Smith,

My clients, DMS Capital LLC, have forwarded your letter in regards to a tree on their parcel that you would like to remove. The owners have granted permission, at your expense, for the removal and cleanup costs of the referenced tree as long as all permits and/or requirements from the City of Monroe are met prior to removal. Per your letter, they also want to ensure that the stump is left at ground level.

Should you need any further assistance, please feel free to contact me. Please let me know once the work has been completed. Have a wonderful day!

Thank you,

Mariela Garcia, Property Manager
Broker-in-Charge/Realtor®
The Agency at Pimentel Garcia
1654 Dickerson Blvd. Suite C
Monroe, NC 28110
Office: 704-901-8000
Cell: 646-319-2098
www.theagcy.com

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Michael Smith <lifestylebuildersinc@gmail.com>
To: Mariela Garcia <mariela@theagcy.com>

Thu, Feb 9, 2023 at 9:16 PM

Thank you!
[Quoted text hidden]

--
Mike Smith
Lifestyle Builders, Inc.

February 14, 2023

Keri Mendler, AICP, CZO
Senior Planner
City of Monroe, NC
Re: Pecan at 507 E Hudson St

I am writing to provide my report on a 16-inch DBH pecan tree located at 507 E Hudson St. I inspected this tree on February 13, 2023. This tree is growing about 12' from the house at this address. The tree is relatively young and is still very vigorous. It shows no disease or decay. It has average structure for a pecan with two different major branch unions with codominant stems. The tree has a growth lean greater than 15 degrees, biased toward the home. I feel that risk to the home could be greatly reduced through expert pruning to reduce the end weight of limbs and redirect growth up instead of toward the home.

Keith O'Herrin, Ph.D.
NCRF #1941
ISA-CA IN-3291A, TRAQ
Urban Forester
Union County, NC

Contact: Keith O'Herrin, Urban Forester – Keith.O'Herrin@UnionCountyNC.gov



APO Map

507 E. Hudson St.

Legend

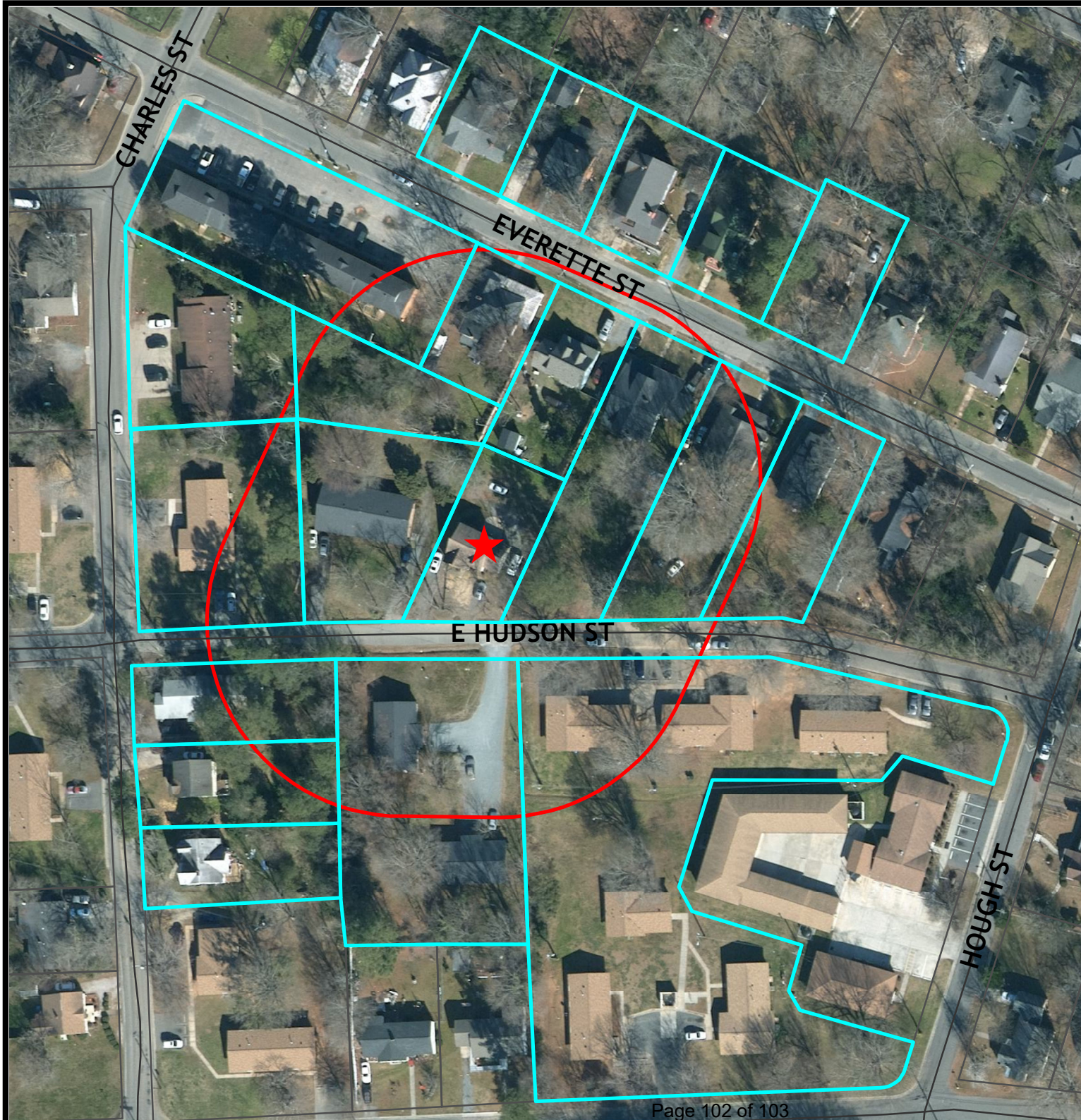
— Centerlines

▭ Parcels

▭ 150-ft Buffer

▭ Notified Properties

★ Subject Property



ACCTNO	OWNERNAME1	OWNERADDRE	OWNERCITY	OWNERSTATE	OWNERZIP
09231098	EG&T CAPITAL LLC	PO BOX 78372	CHARLOTTE	NC	28271
09231099	DMS CAPITAL LLC	2316 WENSLEY DR	CHARLOTTE	NC	28210
09231101B	NADELIN ROBERT E	PO BOX 3341	MONROE	NC	28111
09231089	CHAMBERS KATHERLEAN B HEIRS	511 E EVERETTE ST	MONROE	NC	28112
09231100	MENA ALEJANDRO MORAN	512 EVERETTE ST	MONROE	NC	28112
09234165	FOSTER ELIZABETH KING	507 CHARLES ST	MONROE	NC	28110
09234166	BARTELL JASON R	PO BOX 639	LOCUST	NC	28097
09234164	CRAIG JAMES MELVIN HEIRS	511 CHARLES ST	MONROE	NC	28112
09231088	CASTREJON COATLICUE S	509 EVERETTE ST	MONROE	NC	28112
09231090	YANACSEK ROBERT S	513 EVERETT ST	MONROE	NC	28112
09231101	SOUTH CENTRAL CHARLOTTE PROPERTIES LLC	3030 LATROBE DR	CHARLOTTE	NC	28211
09231103	TUCKER VADA	PO BOX 2066	MONROE	NC	28111
09234158	MONROE HOUSING AUTHORITY	PO BOX 805	MONROE	NC	281110805
09231091	TEDESCO PAUL	515 EVERETTE ST	MONROE	NC	28112
09231097	POTTS MEGHAN	520 EVERETTE ST	MONROE	NC	28112
09231101A	WM HOMES LLC	4106 LAWRENCE DANIEL DR	MATTHEWS	NC	28104
09234167	JA REALTY PROPERTIES LLC	6920 PINWOOD FOREST DRIVE	MONROE	NC	28110
09231102	BURGESS JEAN C	8123 PINE HILL RD	MINT HILL	NC	28227
09234168	MONROE HOUSING AUTHORITY	PO BOX 805	MONROE	NC	281110805
09231087	GARCIA JOSE JAVIER	4202 RUNAWAY CIR	MONROE	NC	28110
09231100A	LIFESTYLE RENTALS LLC	7206 MORGAN MILL RD	MONROE	NC	28110