

HISTORIC DISTRICT COMMISSION MEETING AGENDA



**Monday, June 12, 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 – May 8, 2023**
- Item 3.** **Conflicts of Interest**
- Item 4.** **COA PLHR- 2023-00177- Certificate of Appropriateness- The Historic District Commission is requested to consider a Certificate of Appropriateness request to**
- Item 5** **Next Meeting: July 10, 2023**
- Item 6.** **Adjournment**

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

HISTORIC DISTRICT COMMISSION MINUTES

MONDAY, MAY 8, 2023 AT 6:30 PM

COUNCIL CHAMBERS - CITY HALL

300 West Crowell Street, Monroe, North Carolina

Sent to HR: 05/23/2023

ITEM 1: Call to Order.

Archie Morgan, Chair, called the meeting to order at 6:32 p.m. Ashlyn Penegar called the roll.

Members Present: Archie Morgan, Jennifer Smith, Anna Dowdy, Matt Klaren, Gladys Kerr and Allen Watson

Members Absent: Jennifer Loria

Staff Present: Doug Britt, Senior Planner; Lisa Stiwinter, Director of Planning & Development; Robert Rushing, Code Enforcement Officer III; Richard Long, City Attorney; and Ashlyn Penegar, Administrative Assistant

Guests: Marian Morgan, Greg Moore and Richard Ali

ITEM 2: Approval of Minutes.

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

Motion: **Jennifer Smith moved to approve the minutes of the April 10, 2023 meeting.**

Second: **Archie Morgan**

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

AYES: **Archie Morgan, Jennifer Smith, Anna Dowdy, Matt Klaren, Gladys Kerr and Allen Watson**

NAYS: **None**

ITEM 3: Conflicts of Interest.

Archie Morgan asked if anyone had any conflicts of interest regarding the agenda tonight.

Gladys Kerr said I would like to announce that I am a dear friend of Marian Morgan, but we have not discussed in any way shape or form her request.

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- 2023-00136- Certificate of Appropriateness- The Historic District Commission is requested to consider a Certificate of Appropriateness request for the property located at 215 S. Main Street from Greg Moore to install a pergola. (Parcel Id #: 09-232-075A)

Keri Mendler and Greg Moore came forward and were sworn in by the Chair.

Keri Mendler proceeded to give presentation and said the Historic District Commission is requested to consider a Certificate of Appropriateness from Greg Moore to install a pergola at 215 S. Main Street.

Proposed Findings:

1. The subject property located at 215 S. Main Street is owned by Home Brew Craft Beer & Smoothies LLC and is zoned DC-MX (Downtown Core- Mixed Use). (Exhibit 1-2)
2. The property is located in the South Monroe Historic District. (Exhibit 3)
3. On March 7, 2023, the applicant applied for a COA to construct a pergola behind the existing structure at 215 S. Main St. At the April 10, 2023 meeting, the Historic District Commission tabled this request to allow the applicant to investigate different design and materials for the pergola. The applicant has submitted a revised pergola option that will be constructed of cedar materials and have a pitched roof. (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)

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 Greg is here to answer any on behalf of Homebrew.

Archie Morgan asked does anyone have any questions for Keri? (there were none)

Greg Moore approached the podium and introduced himself. He said I am at 215 S. Main St. in Monroe.

Jennifer Smith asked you are going to build it, just like this picture in the Staff Report with these architectural features? Does it have a metal roof?

Mr. Moore said yes. It does, it will have a black metal, pitched roof.

Archie Morgan said Greg, there was some discussion before and you weren't sure of the cost about it being cedar. What did you find out?

Mr. Moore said we looked at it and to go cedar wasn't as significant as I thought it was going to be. So, it was well within our budget. We are probably going to do it in the summertime because we are still recouping the cost of the last plumbing issue we had. So, it will probably be summertime by the time we can complete it.

Archie Morgan asked does anyone else have questions for Greg?

Gladys Kerr said I would just like to compliment him for following the request and suggestions that we had last month. I really do like your new rendering.

Mr. Moore said thank you.

Jennifer Smith said I think it looks really cohesive with the building itself too.

Mr. Moore said it's all cedar inside too.

Matt Klaren said I think it's a substantial upgrade versus the previous recommendations, not only from the construction as far as the view, the cedar and the metal too. I do believe that you went back and took into consideration what we said.

Archie Morgan said I think it was a very good use of tabling it and allowing you to come back and show us this. This is a far cry from a Lowes pergola.

Jennifer Smith said yes.

Allen Watson said the longevity of it too.

Mr. Moore said it will be around for a while.

Jennifer Smith said yes, especially if you have hail or a windstorm.

Archie Morgan said it will look nice out there. Do we have any other questions for Greg? (there were none.) Does anyone else here tonight to speak in favor of this project? (there were none) Is anyone here to speak in opposition of this project? (there were none) Alright, I will entertain a motion.

Motion: Gladys Kerr made a motion to adopt the Findings of Fact for the proposed project, COA PLHR-2023-00136, if constructed according to the plans reviewed at this meeting are congruous with the character of the district because the standards stated. So therefore the application is generally in harmony with the special character of the neighboring properties and the Historic District as a whole.

Second: Archie Morgan

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

AYES: Archie Morgan, Jennifer Smith, Anna Dowdy, Matt Klaren,
Gladys Kerr and Allen Watson
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-2023-00136, such certificate to be subject to the conditions contained in the previous motion.

Second: Allen Watson

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

AYES: Archie Morgan, Jennifer Smith, Anna Dowdy, Matt Klaren,
Gladys Kerr and Allen Watson
NAYS: None

Item 5. COA PLHR- 2023-00168- Certificate of Appropriateness- The Historic District Commission is requested to consider a Certificate of Appropriateness request for the property located at 604 W. Franklin St. to remove a chimney and add a rear deck. (Parcel Id #: 09-232-230)

Doug Britt and Marian Morgan stepped forward and were sworn in by the Chair.

Keri Mendler proceeded to give presentation and said the Historic District Commission is requested to consider a Certificate of Appropriateness Marian Morgan for the property at 604 W. Franklin Street. The applicant is requesting approval to remove a chimney and add a rear deck.

Proposed Findings:

1. The subject property located at 604 W. Franklin St. is owned by Marian Morgan 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 April 10, 2023, the applicant submitted an application requesting approval to remove one chimney located on the rear of the house and to add a rear deck at 604 W. Franklin St. (Exhibit 4-6)
4. The proposed structure does meet the review criteria for a Certificate of Appropriateness according to Section 6.3 titled *Historic Districts* of the Unified Development Ordinance.
5. All adjacent property owners have been notified of the Certificate of Appropriateness request. (Exhibit 7-8)

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 the applicant is here as well.

Archie Morgan asked does anyone have any questions for Keri regarding this COA? (there were none) He said I would like to hear more from the applicant, Ms. Morgan.

Marian Morgan approached the podium and introduced herself. She said I am at 604 W. Franklin Street in Monroe, North Carolina.

Archie Morgan asked you have other chimneys besides this one, you have two, right?

Jennifer Smith asked one was already removed, right?

Ms. Morgan said I started off with 3 and one was removed last summer. This one was brought to my attention when I had to have a certain type of insurance on the house while the renovation was going on. After the renovation, I was able to get a different type of homeowner's insurance. The insurance people came out and inspected and they are the ones that brought this chimney to my attention and so I called out a company called Chimney Sweep. They came out and took pictures and as it shows, the chimney is crooked. The chimney is crumbling and there is one other chimney that's on the front of the house.

Archie Morgan asked how is it fairing? I am assuming they were all built when the house was built and if this one is in this kind of shape, what did the chimney guy say about the other one.

Ms. Morgan said the one of the front of the house is good. It's built strange and the fire pit and the exhaust is behind it, so I cannot have a fire in there. They said I can get gas logs, but I can never build a fire in there. But, the chimney itself is in good shape.

Archie Morgan said a lot of us have been through this and it's difficult to repair a chimney because we see that, but it goes all the way down and we don't know what it looks like inside the walls and if it looks like that on the outside, it could look like that on the inside and that's very dangerous and costly to replace the whole thing.

Jennifer Smith said it's not very pretty either.

Ms. Morgan said it's not. I happened to have a call from my insurance company this afternoon and I guess the carrier had contacted them about the chimney, wanting to know what I had done about and I've been dragging my feet. But, they are giving me until July 5th to get it taken down. Chimney Sweep has sent me an estimate and I've got someone else that's given me an estimate to have it removed.

Allen Watson said you really can't see it. If you are driving west on Franklin and if you're driving east on Franklin, the trees block it.

Ms. Morgan said yes, it's not visible from the street and it would only be visible from Ann Walters property is the one on that side. So, if you are standing on that side, you can see it.

Archie Morgan said subsequently too, you're going to patch that roof back with like shingles and they won't be seen either. I was concerned about if you would see some fresh, new shingles that won't match the rest. But, you really won't see that either.

Ms. Morgan said it won't be visible from Franklin Street and I don't think it would be visible from Jefferson Street either.

Matt Klaren said I wouldn't think so either.

Jennifer Smith said it's just plain, it's not ornate like some chimneys.

Ms. Morgan said its just plain and crooked.

Matt Klaren said I think the picture really shows it deteriorating and the condition of the chimney. My concern would be when it starts to get that affect, you just don't ever know with the stem of it going all the way down stairs.

Archie Morgan said its leaning now and you don't want it falling.

Ms. Morgan said this one goes straight down into the master bedroom and it's got a little coal burning fireplace. The fireplace visible inside the bedroom doesn't look like it's in bad shape, but I haven't gotten up there in it. The inspection guy did and he did a great job inspecting the chimneys. That one really needs to go for safety and with the spring storms we get, I have to hold my breath at times.

Archie Morgan said there is a lot of those coal fireplaces in the District, we have one that we turned to gas logs.

Jennifer Smith said I do too.

Archie Morgan asked does anyone else have any more questions for Ms. Moran?

Jennifer Smith said I love your deck. Are you going to put any lattice or anything below that where the...?

Ms. Morgan said I've talked about it. On the front of the house, it has the black iron railing and the windows also have the black trim around them. So, we are going to do the black metal around it.

Jennifer Smith said I think it looks great and it will last way longer than wood. Even though its treated, it eventually fails.

Matt Klaren asked the black railing in the picture is going to be metal?

Jennifer Smith said yes, it's written there.

Ms. Morgan said when I bought the house, I knew it was going to be noisy. I had lived at Middleton Place for 7 years and I knew the traffic would be noisy. But, I love the house and I looked at it 9 years ago and I almost bought it and then came back and there's just something about that house that I love and I don't want to sit out on the front porch.

Archie Morgan asked wasn't it renovated some years back? I can't remember the fellows name that had it that wound up living there, I think he did the work himself.

Ms. Morgan said I looked at in in 2013 and when I went back in 9 years later, it looked just like it did in 2013. The interior, everything.

Archie Morgan asked did you have to gut it?

Ms. Morgan said I pretty much gutted the kitchen. All the others, you walked into the living room and it was bright turquoise and it was just...

Jennifer Smith said the windows were in really bad shape, the doors, everything. I love your house. Every time I go by there it makes me smile.

Ms. Morgan said thank you.

Gladys Kerr said she has already done a tremendous amount of work. We need to help her get this done too.

Ms. Morgan said it would be great to have that deck, just to be able to sit out back. I'm working on the yard, it's a gorgeous yard that went neglected for at least 20 years and I'm trying to bring it back.

Archie Morgan said thank you Ms. Morgan. Is there anyone else here to speak in favor of this project? (there was none) Is there anyone here to speak in opposition of this project? (there was none) Would anyone like to make a motion?

Motion: Anna Dowdy made a motion to adopt the Findings of Fact for the proposed project, COA PLHR-2023-00168, if constructed according to the plans reviewed at this meeting are congruous with the character of the district because the standards state that the roofing material is to remain consistent with what's preexisting and that's what the applications sets out, as well as there is nothing noted about this particular chimney that is character defining of the roof, so it will not diminish that in anyways; the deck is also congruous with the character of the District because the standards require that any additional decking that is added is not visible from the street and it's in the back of the house, its wood and metal, which is consistent with the character of the neighborhood. So therefore the application is generally in harmony with the special character of the neighboring properties and the Historic District as a whole.

Second: Archie Morgan

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

AYES: Archie Morgan, Jennifer Smith, Anna Dowdy, Matt Klaren, Gladys Kerr and Allen Watson

NAYS: None

Motion: Archie Morgan 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-2023-00168, such certificate to be subject to the conditions contained in the previous motion.

Second: Jennifer Smith

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

AYES: Archie Morgan, Jennifer Smith, Anna Dowdy, Matt Klaren, Gladys Kerr and Allen Watson

NAYS: None

ITEM 6. Ordinance Enforcement Discussion

Lisa Stiwinter, Director of Planning and Development introduced herself and said she was here to bring forward a power point presentation, a copy of which is attached to these minutes, on City-wide Ordinance Enforcement. She said a few months ago the Historic District Commission requested a presentation on Code Enforcements and what constitutes a violations and what doesn't constitute a violation, who to contact. Code Enforcement is a division that is housed in the Planning and Development Department. A couple ordinances that they are responsible for are

the Public Health Nuisance Ordinance, which is high grass, junk and debris. The Minimum Housing Ordinance, which is deteriorated and or dilapidated dwellings. But, after further discussion with the Chair of the Historic District Commission, I discovered that some of the ordinance concerns or violations didn't necessarily pertain to Code Enforcement in a responsibility of Code Enforcement. So, what I've decided to do was prepare a City-wide ordinance presentation for you that basically will touch on different ordinances that have different departments that were responsible for, what's their violations, what ordinance, what departments to go to. These that are not all inclusive, they are just some that we hear common complaints about throughout the City. I did bring Robert Rushing, he's our Code Enforcement Officer III with the City in the Planning and Development Department. All though he may not enforce some of these ordinances, but he works very closely with the other departments in the field.

Topics Discussed in Presentation:

- Police Department ordinances and violations
- Engineering Department Ordinances and violations
- Planning & Development Department ordinance and violations
- How to submit a ordinance violation complaint
- Contact Information

Specific Topics Reviewed:

- Abandon & Junked Vehicles Ordinance-Chapter 90
- Animal Control Ordinance- Chapter 91
- Noise Control Ordinance- Chapter 92
- Stopping, Standing or Parking Restricted and Prohibited Residential Districts- Chapter 72.45
- Maintenance of Portions of Street Right-of-Way- Chapter 77.52
- Solid Waste-Chapter 55
- Code Enforcement Division
- Planning & Zoning Division
- Public Health Nuisance Violations
- Minimum Housing Standards Violations
- Parking in the Yard
- Planning & Zoning Violations
- How to Submit a Complaint
- Contact Information

Questions/Discussion:

Question #1: Jennifer Smith asked what is the ordinance for people letting their dogs just run loose?

Lisa Stiwinter said that would be the Animal Control Ordinance.

Jennifer Smith said that would be illegal, right?

Lisa Stiwinter said yes.

Archie Morgan asked what constitutes the abuse of animals, I can see where that would be a grey area.

Lisa Stiwinter said I did bring it in case you all had questions so we can try to look up some of it.

Archie Morgan said dogs chained to a porch sounds abusive to me, but not to some of the owners.

Lisa Stiwinter said I would imagine all of those and Robert might know some of them off the top of his head because he does work with Animal Control a good bit when he is out doing his own enforcement matters.

Jennifer Smith asked is that City and County that they are allowed?

Lisa Stiwinter said its just city limits. All of these are ordinances are only enforced within the city limits. It's not my ordinance, so I am not familiar with where it might be located, but all of those sound as if they would be a violation of the ordinance. If there are any ordinances that I can't answer because they aren't our department, I can send you a copy or show you where to locate them online.

Archie Morgan asked what's the remedy to go to the City website and file a thing?

Lisa Stiwinter said I have a slide at the end that shows you different ways to file a complaint and who to contact. Like I said, I would be happy to give ya'll a paper copy in the mail or email you a copy of different ordinances that you might be interested in.

Question #2: Archie Morgan asked what about this motor vehicle noise? Those of us in the District, there are some loud vehicles with mufflers going down the street and they love it and we hate it.

Lisa Stiwinter said the motor vehicle noise, it shall be unlawful to operate or allow the operation of any motor vehicle in the City by engaging jackrabbit starts, spinning tires, racing engines or other operations which create unreasonably loud and disturbing noise. Off the boundaries street for racing or other operations which create unreasonably loud and disturbing noise.

Archie Morgan said well, we are going to have to get a tag number and that may not always be safe to go out there at 10:00 p.m. at night trying to chase down a car that's acting a fool.

Lisa Stiwinter said I would say that that one is pretty difficult to enforce, but as a police officer does have to catch them in the act of doing it in order to issue a noise violation.

Gladys Kerr said we will just depend on the police.

Lisa Stiwinter said we have had other examples where people have created their own go cart tracks in their yard, that one would be easier to enforce with the noise ordinance.

Question #3: Jennifer Smith said these commercial buildings that have these huge air conditioning units, are they supposed to be closed in with some type of something because I'm

telling you that when they come on, you can hear them. I thought they needed to be, is there any law that says they have to be enclosed?

Keri Mendler said in the zoning code, we have some requirements for utility type things like that. They either have to be screened and don't quote me because it's kind of different. We used to allow them on the roof and they may still be allowed on the roof, but they have to be screened on the roof.

Matt Klaren said you have to have protective access around it.

Keri Mendler said there might be something in the zoning code that say something about screening them, but that wouldn't necessarily stop the noise because obviously the zoning code would be looking at the aesthetics, not the noise.

Jennifer Smith said you are just talking about something that's just built, other than something that's already standing and it was never screened in. There's nothing that can be done about that?

Keri Mendler said even if there was something in the code, they would've had to enforce it at the time it was built. We can't just go back retroactively and make somebody change something that was done 20 years ago.

Lisa Stiwinter said there is a section in the ordinance that regulates particular sounds impacting residential life, but it's more of construction sites operating with certain times, garbage trucks not being able to dump before a certain time. But, nothing with that one.

Jennifer Smith said thank you.

Question #4: Archie Morgan said it seems like some of the streets and I park in the street and so do a lot of the people on Church Street. You don't see it on Houston and you don't see it on Hayne, obviously. But, some of the side streets that go from Church to Hayne are tight and small, and people are still parking along the street and you definitely won't get two by them.

Lisa Stiwinter said keep in mind that this is a different ordinance than the that. Those are operating vehicles and non-commercial vehicle that are allowed to park on the street, if it's not posted, "No Parking". If it's a side street, it may be something within the Fire Department because they should have enough room for the fire trucks to be able to get through and if there's not, that might be a call to the Fire Department to see if someone could come out and look at it. I think that would probably be the best.

Keri Mendler said or Engineering. Because they measure it and figure out how wide it is.

Archie Morgan asked is there more in this (presentation) about parking?

Lisa Stiwinter said yes, for Code Enforcement.

Question #5: Archie Morgan said Lisa, there are streets where two people can't walk down the sidewalk for bushes extending over and it's been that way a long, long time. Why hasn't anything been done about it, Code Enforcement wise?

Lisa Stiwinter said this is Engineering. I can't speak for how other departments handle their enforcement, whether its proactive or complaint base. Or if they have a division that specifically does enforcement. I can speak for Planning and we have ordinances that are required to be enforced, but we also do COA's and rezoning's, residential subdivisions, so we don't necessarily have a whole division geared toward enforcement. I can't speak if Engineering have a division that just does that, so it may be just complaint base with them. But, it could be a call to the Engineering department, which I have their contact at the end to ask how they enforce it.

Archie Morgan asked so, bushes overgrowing a sidewalk making it unpassable, that's Engineering and not Code Enforcement?

Lisa Stiwinter said correct.

Jennifer Smith asked would you just take a picture of it and send it to them or text it to them? Or would they just come out if you give them the property number?

Lisa Stiwinter said I would imagine that they would want to come out and see it. It's nice that want to take a picture and we could look at it, but I know for our records, we need to see it if we are going to enforce it.

Archie Morgan said ok, so a lot of this is just getting to the right place.

Lisa Stiwinter said correct. It's like I was telling Staff, it is confusing. You have some departments that are doing the right of way and other departments doing abandoned, junked and hazardous vehicles, but yet Code Enforcement does the parking in the yard for operable vehicles. It is confusing, but it is knowing the which department is responsible for what ordinance and who to contact.

Archie Morgan said that's why we are glad that you took the time to put all this together. Here before, it was Code Enforcements job and why weren't they doing their job. As we can see, the City has a lot of departments.

Lisa Stiwinter said Code Enforcement does partner with a lot of those departments because we are in the field, so if they are out and see something, they will send it to another department or say Code Enforcement is out on a Public Health Nuisance with high grass, junk and debris, and there are 10 animals that aren't allowed. So, it is a partnership, but there are specific departments that enforce those ordinances and that actually have the authority to send those violations and enforce upon them.

Matt Klaren said to Archie's point, I think this is fantastic. I've lived in the Historic District for about 3 years and this hits directly on a lot of the points that I have with the Downtown and the enforcement. So, I think this is great. Do the different departments that have responsibility get

back to you, like if you actually file a complaint or the proper documentation? Is that something that they get back with you? Like everybody else nowadays, it could be a staffing problem too.

Lisa Stiwinter said I can't specifically speak for the departments. But, I know when our department works with the others, generally they follow up and provide feedback. And there is a way you can submit something on the City's website for a specific report that automatically gives you a feedback when its followed up.

Gladys Kerr said Lisa, I can testify the Engineering department was called by me to report a terrible pothole on our road and they came the very next day and it was fixed.

Question #6: Archie Morgan asked between you and Robert, I can take you to houses right now that have 6 vans in the front yard. There is no gravel, there's no asphalt or concrete. They are all over the yard, there are painters, there's ladders and its obvious. It's obvious to me, why is nothing being done about that? You are saying its Robert's Code Enforcement.

Lisa Stiwinter said there's 2 things there. I will admit, with the parking in the yard, which is a little different than what you are talking about. It can be addressed in 2 different ways. The one thing about the parking in the yard, unfortunately we haven't been able to enforce it within a certain time frame. The City has gone to a new software program that is outside of our department and since we do citations, we got lumped into that software that we still are working to get included because we were missed. Our citations for the parting in the yard work like a police officer gives a ticket. So, when the City went to the new software, the Police Department went onto that software, but the Code Enforcement part wasn't included and we are working to get that included now and we are close to getting it fine-tuned and then they will be able to do tickets.

Archie Morgan asked so, right now it's a Police Department issue, rather than a Code Enforcement. It's a Monroe PD issue and not Code Enforcement, right?

Lisa Stiwinter said it's a software issue that this part of the enforcement got missed of being included. All of the other Code Enforcement runs through a different software program, it's an internal thing and we are working toward getting it fixed and we are real close to having it fixed. But, that is the parking in the yard. What you are speaking of is probably and illegal home business and I will say that that is an ordinance that's enforced within the Planning and Zoning. We don't really have an enforcement officer, we do other projects and eventually the goal is to build the Code Enforcement division, so we can turn over the zoning enforcement to the Code Enforcement division because they are in the field, they are seeing it and they can address it a little bit easier than we can when we have all the other planning projects that are going on. But, pretty much in the Unified Development Ordinance, you can apply for certain home occupations, certain home businesses. An office, a bakery, a hair salon if you only have 1 customer. But, of course there are some businesses that are not allowed, they are prohibited. These are painting, construction, landscaping, and so forth. But, they end up happening everywhere and it's hard to get a handle on it. I think it's really going to take a team to go out address it.

Matt Klaren asked is it more driven by Code Enforcement out in the community and noticing it or is it more driven by complaints from citizens and home owners?

Lisa Stiwinter said both right now.

Archie Morgan said until that software issue is fixed, what's the best way? What's the best remedy?

Lisa Stiwinter said let us know.

Archie Morgan asked do we call Monroe PD when we see this?

Lisa Stiwinter said not for the illegal business. We would tackle this with the illegal business and do a zoning enforcement through the Planning department. Once we get the parking tickets back online, which we are close, then we can tackle that 2 ways. We will do the illegal business enforcement and we will do the parking tickets as well. The parking tickets are quicker because the way we have to enforce the zoning of illegal businesses, we notify the property owner and we give them 10 days. Then, we give them another notification and it's a \$50 fine, then another 10 days. That's the state law and they dictate that enforcement mechanism for our enforcement and that's what we have right now. But, I think once we can get the parking in the yard tickets, we can do both to try to handle that one.

Archie Morgan said it's just unsightly in the District.

Lisa Stiwinter said I understand, just keep letting us know. We get busy and it's on our radar and sometimes if you do see something that we've missed, call us and let us know. We will put it on a list and we will have at least Code Enforcement try to ride by once a week or so and then notify the Zoning so we can keep addressing it.

Matt Klaren asked is that just a glitch in the software through a software upgrade or something?

Lisa Stiwinter said the parking is.

Robert Rushing asked Archie, is it mostly at night when you see it?

Archie Morgan said yes, usually. They leave out early in the morning to work.

Lisa Stiwinter said we do work 8-5, but a lot of us are through Monroe and here after, like tonight, we could ride by there if we can remember to do it.

Question #7: Archie Morgan said I think we are all guilty of putting up an occasional yard sale sign, but we try to go back and pick them up. But, it's all these others about ObamaCare, I Buy Houses and all that and it's just trashy.

Lisa Stiwinter said if it's within the right of way, I don't think we can do the zoning enforcement and Robert can correct me if I'm wrong. So, we can't really do the zoning enforcement on that,

so really our only way to address that is just with Community Maintenance picking them up, but then it's just a repeat.

Matt Klaren asked and said, you said we can't do the enforcement on the signs because....

Lisa Stiwinter said in the right of way. If it's on private property, because the state general statutes give us the ability to enforce on private property, but not within the right of way.

Discussion: Lisa Stiwinter said a Historic tree getting cut down within the Historic District is a zoning enforcement. If you have a large tree that is starting to die and disease and branches are falling, and we get a complaint. That would be handled through the public health nuisance ordinance and we've done a few of them and it's not pleasant. Because to enforce on these large trees that are diseased, it becomes a big cost for the property owner. When I say that, we use the public health nuisance ordinance, so we get a complaint that there is a tree dying or diseases and its dropping branches on vehicles and parking lots and so forth. We contact the Union County Urban Forester, and he comes out and he does a whole evaluation of the condition on the tree and we get a report. Based on that report, then we start a public health nuisance on case through the Code Enforcement department where we notify that property owner that they have a dead or diseased tree and it either needs to be removed, pruned or so forth. Because it's becoming a health/safety nuisance. We do give 15 days for that property owner to correct the matter and if they don't correct it, we do hire a tree contractor and we do remove the tree. The cost of that tree does go to a lien on that property. We've only done it a few times and it's not something that we really like to do because the last tree we did was \$4,500. I think we are going to be meeting with the City Attorney to discuss that ordinance too, 15 days may not be enough time for someone to hire a contractor to try to cut down the tree. But, I just wanted to talk a little about the difference.

Archie Morgan said diseased trees aside, trees have branches and birds get in branches and birds poop on cars, that is not a reason to remove a Historic tree. The problem therein is there is no teeth in the ordinance. All they have to do is plant another little tree and go on their way and that's not enough.

Jennifer Smith said that's right.

Archie Morgan said there needs to be some bit in that thing. People know what they're doing and these trees are tagged, they know their tagged. There are no consequences.

Lisa Stiwinter said Planning agrees as well. I know I've mentioned it to a couple of the Commission members, but I'm not sure if the new ones have heard it. But, as part of our update to our Unified Development Ordinance, we did do a whole tree preservation ordinance and the County didn't have the Urban Forester on board at that time, otherwise, we probably would have sent that whole section to him to review and look over. But, the Urban Forester has looked at our ordinance and he's pretty much revamped the whole thing and it's taken us a good bit of time to get through the changes. We are working on it and we know it's a concern, we know there needs to be more teeth in it for the removal of large trees. We've already meet on a couple of occasion for a couple of hours at a time to try to get through this ordinance. Our goal is to bring it this summer.

Matt Klaren said that's tough.

Lisa Stiwinter said it's a lot.

Matt Klaren said I have 2 trees in my yard that are both on the Historic Register and one is the largest Mulberry tree in North Carolina and it's one of the oldest. The problem is that within the last 2 months, we had a big branch fall down and total one of our cars, so we had an arborist come out and he did a fantastic job. But, it is a huge expense and it's going to be like \$10,000, but even with half of the tree being diseased and branches falling off and totaling one of our cars. If you want to, you can go out and get a private arborist to come in and give an independent view, it's tough, because you don't want to cut the tree down. It's been here forever, but when it starts damaging and when you get a third party person to look at it and I think it's tough when its presented back to here when the City Arborist/Union County Forester says I can go either way, but you are going to have to get an independent arborist out to take a look at it. Those trees are getting old.

Lisa Stiwinter said that's another thing that there's been discussion about, putting in the ordinance that the property owner doesn't necessarily have to just go with the opinion of the Union County Urban Forester, they can hire their own certified. That language is not in our ordinance, so we are going to look to maybe include that language as well. There is a lot with trees, I've learned a lot.

Archie Morgan said we are trying to save one in our yard and had a specialty company come in and they do retrenchment and all these different nutrient things and that's expensive. You can cut it down for what it costs to try to save it. But, it is a tagged tree.

Matt Klaren said in our case, we don't want to cut it down, but its...

Allen Watson said there comes a point....

Matt Klaren said there's really not a whole lot of options at this point. Thank you.

Lisa Stiwinter said what was in the PowerPoint presentation was all the common violations that we hear and I am happy to answer any questions if there is any that has come up with any of you that we didn't talk about. On the second to last slide, this is actually different ways that you can submit a complaint or violation. You can go to the City's website in the top right corner, there is a report an issue that you can submit something and you can submit pictures. It goes straight to those departments to address and you should get a follow up.

Archie Morgan asked the City will re-route it to Engineering, Planning or whatever?

Lisa Stiwinter said yes. I'm pretty sure that once it's submitted, it goes to Pete Hovanec in the Public Information/Tourism department. He then deciphers and sends it to the appropriate department and then that department investigates it and follows up and it should go directly to whoever submitted it.

Archie Morgan said I guess if you don't see anything done on that particular problem in a month, 6 weeks, 2 months, submit it again?

Lisa Stiwinter said I don't know on the back end how it works. I know when I get them, we go out and look at them, follow up. Code Enforcement gets a lot of them because they don't know exactly where it goes. So, I will reassign it to the appropriate department, but yes, if you don't get anything, I would follow up. You can call or email and we've gotten complaints from letters in the mail that go to different departments and you can do that as well. The last slide is the contact information for the different departments. Even though there may be an ordinance that we talked about that's not necessarily a part or responsible for our department, I would be happy to get you a copy of that ordinance or try to direct you to a specific staff person in that department. Robert is good at that too, because he partners with a lot of the different departments in enforcement, like Animal Control, the junk vehicles. So, he knows more about who to contact in that specific department versus instead of calling a straight number.

Archie Morgan said Lisa, thank you for putting that together. I've been asking for it for a while and the thing is, we wanted to wait until we had a full Board so that we could all benefit from the information and it was very helpful. Robert, sorry, you get the blame for every bad thing in the City. But, now we know and we have a better understanding of how it works.

Jennifer Smith said I just have one question, loud music, what time is that supposed to be cut off?

Robert Rushing said 7:00 a.m. to 10:00 p.m.

Lisa Stiwinter said there is a non-emergent number for the Police Department that I put in the last slide that you can call to report those.

ITEM 7. **Next Meeting – June 12, 2023**

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, Jennifer Smith, Anna Dowdy, Matt Klaren,
Gladys Kerr and Allen Watson**

NAYS: **None**

The meeting adjourned at 7:39 pm.

Respectfully submitted,

Archie Morgan
Chairman

Ashlyn Penegar
Secretary to the Board

DRAFT



STAFF REPORT
PLHR-2023-00177

TO: Historic District Commission Members

DATE: June 12, 2023

FROM: Keri Mendler, Senior Planner

PREPARED BY: Keri Mendler, Senior Planner

SUBJECT: Certificate of Appropriateness request 304 S. Charlotte Ave.

SUMMARY STATEMENT

The Historic District Commission is requested to consider a Certificate of Appropriateness from Wendy Love, on behalf of Love Construction Company, Inc. to construct a new home at 304 S. Charlotte Ave.

SITE DATA

Type of Action: Certificate of Appropriateness

Date of Petition: 5-15-23

Name of Petitioner: Love Construction Company, Inc.

Location: 304 S. Charlotte Avenue

Tax ID #: 09-232-151

Lot Size: 0.16 acres

Zoning Classification: OM (Office Medical)

GENERAL INFORMATION

Based on historical imagery, this lot has been vacant since at least 1991. There is not information listed for this address in the Sweet Union book or the National Register Survey.

RELEVANT DESIGN STANDARDS

New Construction, pg. 65

1. Site new buildings to be consistent with the setback and spacing of surrounding district buildings that contribute to the overall historic character of the district. Ensure the new construction conforms with all pertinent standards in the District Setting Section.
The zoning code requires a 15-foot front setback; the applicant is proposing a 15.5-foot front setback. The adjacent lots each have about a 9-foot front setback.
2. Site new buildings so that the orientation to the street is consistent with surrounding district buildings that contribute to the overall historic character of the district. Primary facades should always face the street.
The applicant is proposing the front of the house to face S. Charlotte Ave. Other houses on the street also face S. Charlotte Ave.
3. Site new buildings so that the existing topography of the site is maintained. Large-scale grading which would significantly modify the natural topography is not appropriate.
According to the topographical maps, this lot loses about 4-ft in elevation from the front to the rear property line. The applicant is proposing a basement in this home.
4. Protect mature trees that contribute to the district character and other significant site features from damage during construction or from delayed damage due to grading and construction activities.
The applicant has shifted the location of the driveway to avoid the removal of five (5) large trees on the back of the property. The applicant will be trimming limbs hanging over the proposed driveway and house.
5. Design new buildings to be compatible with surrounding buildings that contribute to the overall historic character of the district in terms of form, height, massing, scale, proportion, and roof shape.
The applicant is proposing this house will be 2,204 heated square feet. Houses on this street range from 1,299 square feet to 1,386 square feet in size.
6. Design new buildings using exterior surface materials and architectural details that are compatible in terms of composition, module, pattern, texture, finish, color and detail with exterior materials on buildings that contribute to the overall historic character of the district, including brick, wood, and stone. If utilizing traditional materials is not feasible, alternative solutions may be considered.
The applicant is proposing fiber cement lap siding and trim (trim, fascia, and freize). The applicant is proposing fiberglass window trim and windows with a 4 over 1 or 1 over 1 pane design, the basement windows will have a single pane design. The applicant is proposing a front concrete porch floor with 20" x 20" brick base columns. The applicant is proposing a 10x12 composite rear deck with black wrought iron railings The applicant is proposing a Therma-Tru Fiberglass front door and a steel rear door.

The applicant is proposing asphalt shingle roofing; the other three structures on this block

have asphalt shingles as well.

7. Design the spacing, placement, scale, orientation, size, subdivision, proportion, and detail of windows and doors in new buildings to be compatible with the surrounding buildings that contribute to the overall historic character of the district.
The applicant is proposing fiberglass window trim and windows with a 4 over 1 or 1 over 1 pane design, the basement windows will have a single pane design. The other three structures on this block have 4 over 1 pane design windows.
8. Design the proportion of the proposed street façade to be compatible with the surrounding buildings that contribute to the overall historic character of the district.
The National Register lists the majority of the homes on this street are one-story bungalows. The applicant is requesting a 2-story craftsman/bungalow home that has a basement below grade.
9. Design new buildings so they are compatible with but discernable from historic buildings in the district.

Walkways, Driveways, & Off-street Parking, pg. 29

1. Design new driveways and walkways to conform with the spacing, width, configuration, and materials of existing walkways, driveways, and off-street parking areas that contribute to the overall historic character of the district. Locate new driveways to the side and rear of existing houses and screen with landscaping if the area is prominently visible from a public right-of-way.
The applicant is proposing a driveway located to the right of the home and extending to the rear where parking will occur. The applicant is proposing concrete; however, the applicant is not proposing to stain the concrete due to the slope and limited visibility the driveway will have.
2. Locate new walkways, driveways, and off-street walkways so the topography of the building site and significant site features, including mature trees, are retained.
The applicant has shifted the location of the driveway to avoid the removal of five larger trees at the back of this lot.
3. Select appropriate traditional paving materials such as brick, stone, and scored concrete. Carefully consider the color and texture of new surfaces for compatibility with the character of the historic district. It is not appropriate to introduce large expanses of stark white or gray concrete surfaces. Consider permeable materials like brick pavers in lieu of concrete.
The applicant is proposing a driveway located to the right of the home and extending to the rear where parking will occur. The applicant is proposing concrete; however, the applicant is not proposing to stain the concrete due to the slope and limited visibility the driveway will have.
4. Introduce perimeter plantings, hedges, fences or walls to screen and buffer new driveways

and off-street parking areas from adjacent properties that are residential in character.

5. Maintain the continuity of sidewalks in the public right-of-way when introducing new driveways.

There is existing sidewalk along this section of the street that already has an existing curb cut-out for a driveway and front walkway.

6. It is not appropriate to locate off-street parking in front yards of district buildings that are residential in character.

The applicant is proposing to construct the driveway to the front right of the house.

PROPOSED FINDINGS

Staff offers the following Proposed Findings:

1. The subject property located at 304 S. Charlotte Ave. is owned by Diann McGuirt and is zoned OM (Office Medical). (Exhibit 1, 2)
2. The property is located in the South Monroe Historic District. (Exhibit 3)
3. On May 15, 2023, the applicant submitted an application requesting approval to construct a new home. The applicant is proposing the following materials: fiber cement lap siding and trim (trim, fascia, and freize), fiberglass window trim and fiberglass windows with a 4 over 1 or 1 over 1 pane design, the basement windows will have a single pane design. The applicant is proposing a front concrete porch floor with 20" x 20" brick base columns, a 10x12 composite rear deck with black wrought iron railings. The applicant is proposing a Thermo-Tru Fiberglass front door and a steel rear door. (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)

CONCLUSIONS

The proposed construction of a new home as presented (is/is not) congruous in concept according to the *New Construction and Walkways, Driveways, & Off-street Parking standards of the South Monroe Historic District Standards*:

New Construction, pg. 65

1. Site new buildings to be consistent with the setback and spacing of surrounding district buildings that contribute to the overall historic character of the district. Ensure the new construction conforms with all pertinent standards in the District Setting Section.
2. Site new buildings so that the orientation to the street is consistent with surrounding district

buildings that contribute to the overall historic character of the district. Primary facades should always face the street.

3. Site new buildings so that the existing topography of the site is maintained. Large-scale grading which would significantly modify the natural topography is not appropriate.
4. Protect mature trees that contribute to the district character and other significant site features from damage during construction or from delayed damage due to grading and construction activities.
5. Design new buildings to be compatible with surrounding buildings that contribute to the overall historic character of the district in terms of form, height, massing, scale, proportion, and roof shape.
6. Design new buildings using exterior surface materials and architectural details that are compatible in terms of composition, module, pattern, texture, finish, color and detail with exterior materials on buildings that contribute to the overall historic character of the district, including brick, wood, and stone. If utilizing traditional materials is not feasible, alternative solutions may be considered.
7. Design the spacing, placement, scale, orientation, size, subdivision, proportion, and detail of windows and doors in new buildings to be compatible with the surrounding buildings that contribute to the overall historic character of the district.
8. Design the proportion of the proposed street façade to be compatible with the surrounding buildings that contribute to the overall historic character of the district.
9. Design new buildings so they are compatible with but discernable from historic buildings in the district.

Walkways, Driveways, & Off-street Parking, pg. 29

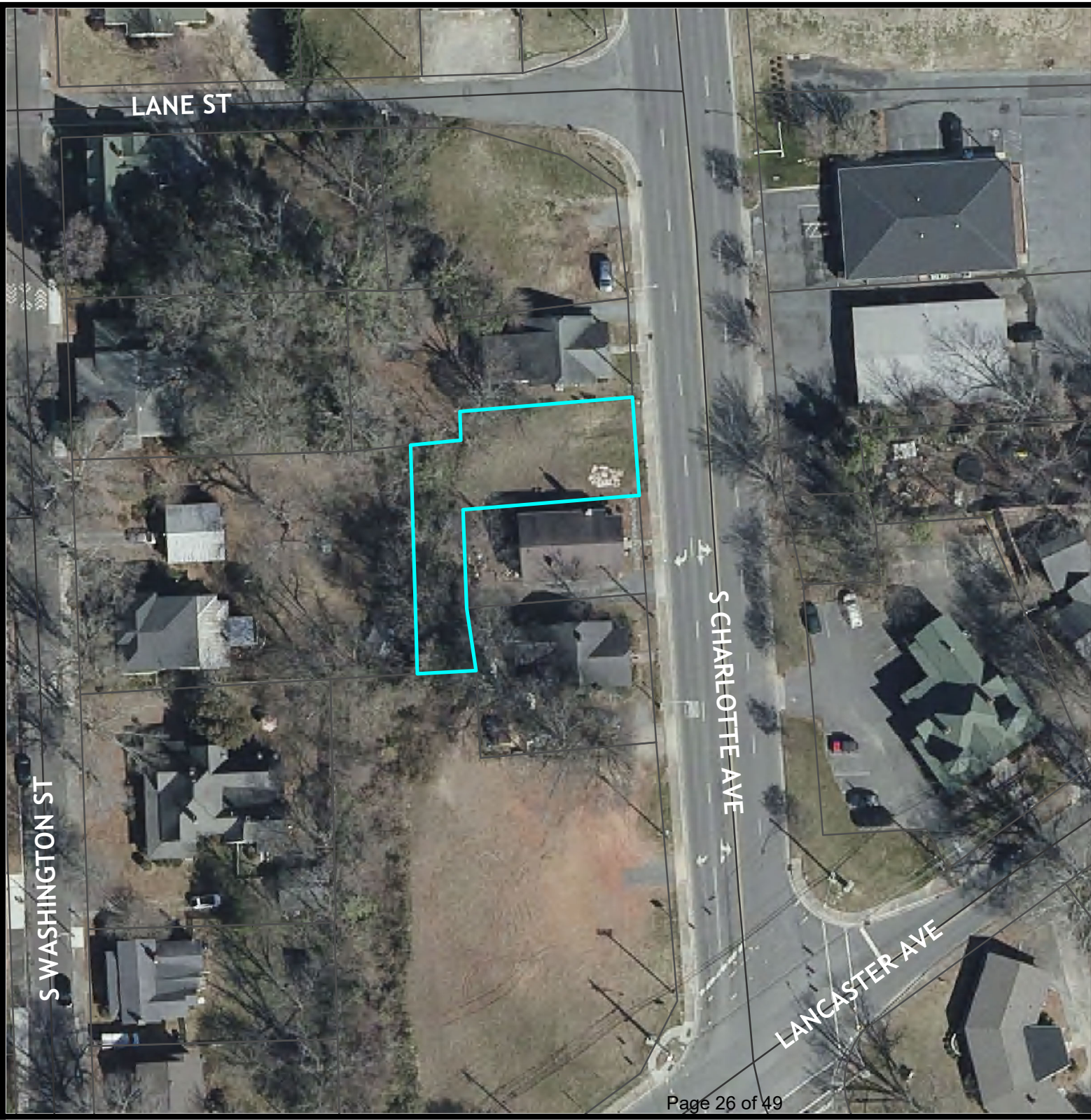
1. Design new driveways and walkways to conform with the spacing, width, configuration, and materials of existing walkways, driveways, and off-street parking areas that contribute to the overall historic character of the district. Locate new driveways to the side and rear of existing houses and screen with landscaping if the area is prominently visible from a public right-of-way.
2. Locate new walkways, driveways, and off-street walkways so the topography of the building site and significant site features, including mature trees, are retained.
3. Select appropriate traditional paving materials such as brick, stone, and scored concrete. Carefully consider the color and texture of new surfaces for compatibility with the character of the historic district. It is not appropriate to introduce large expanses of stark white or gray concrete surfaces. Consider permeable materials like brick pavers in lieu of concrete.
4. Introduce perimeter plantings, hedges, fences or walls to screen and buffer new driveways and off-street parking areas from adjacent properties that are residential in character.
5. Maintain the continuity of sidewalks in the public right-of-way when introducing new driveways.
6. It is not appropriate to locate off-street parking in front yards of district buildings that are residential in character.

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. Proposed Material List
6. Proposed Elevations
7. Existing Conditions
8. Site Plan
9. APO List
10. APO Map

Prepared by: KM 6-5-23



Ortho Map

PLHR-2023-00177

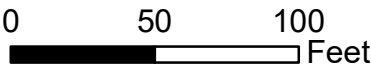
Legend

-  Centerlines
-  Parcels

**Existing: OM
(Office Medical)**

Owner: Diann McGuirt

Acres: .16



Zoning Map

PLHR-2023-00177

Legend

Centerlines

Parcels

Zoning Districts

DG-MX

OM

RMD

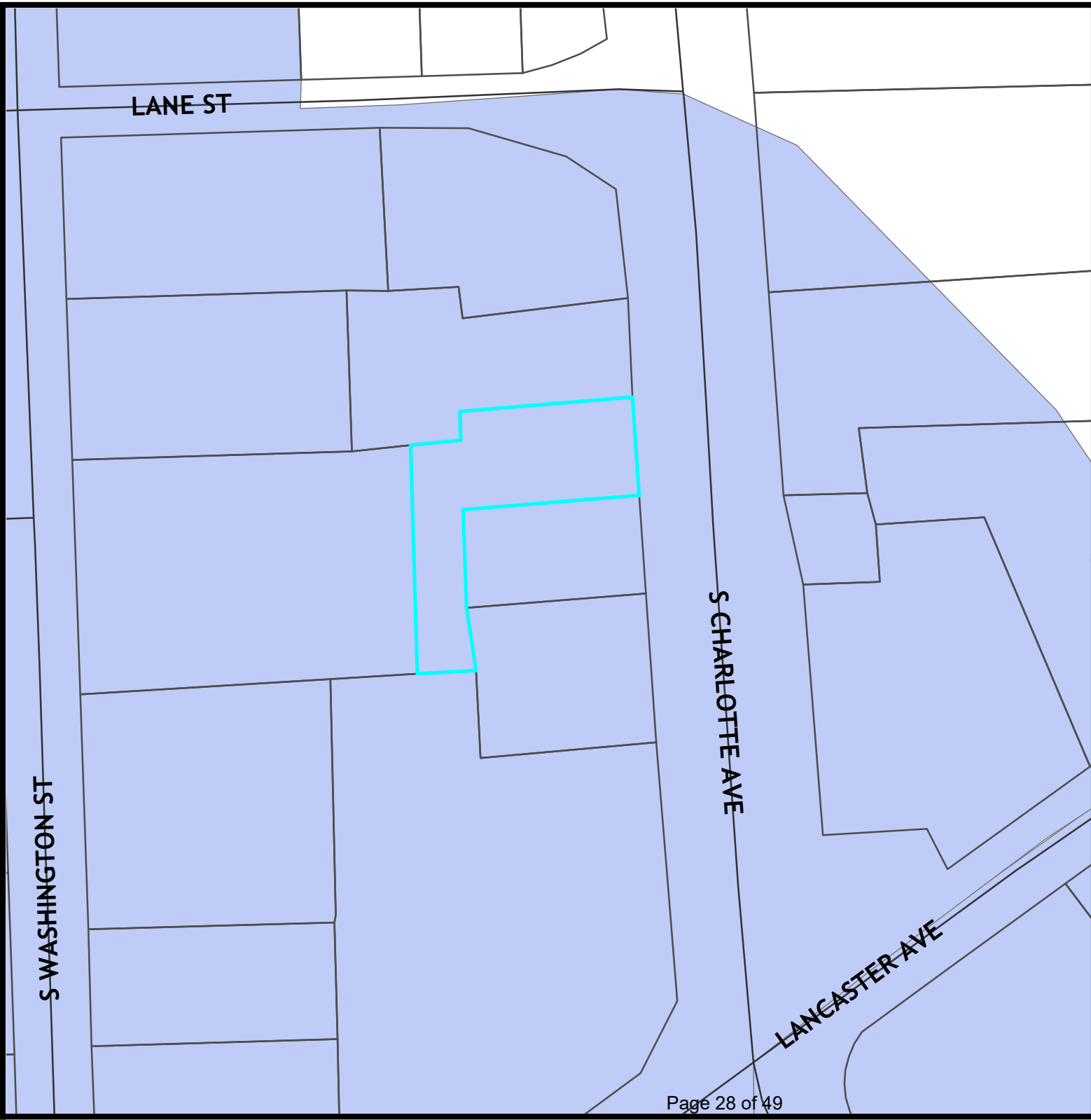
Existing: OM
(Office Medical)

Owner: Diann McGuirt

Acres: .16



0 50 100
Feet



Historic District

PLHR-2023-00177

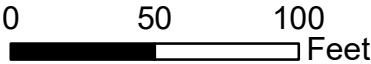
Legend

- Centerlines
- Parcels
- Historic District

**Existing: OM
(Office Medical)**

Owner: Diann McGuirt

Acres: .16





HISTORIC DISTRICT COMMISSION
APPLICATION FOR REVIEW

FOR STAFF USE ONLY

Date submitted: 5-15-23
Application No: PHR-2023-0177
Approved: _____ Denied: _____
_____ Administrative review
☒ Commission Review

1. Property location: 304 S. Charlotte Avenue
Applicant's name: Love Construction Company, Inc.
Applicant's address: 1411 Love Rd.
Monroe, NC 28110
Applicant's telephone number: (704) 283-4697
Applicant's email address: lovehomesnc@gmail.com
Property Tax identification number: 09 - 232 - 151

2. The property is owned by (if different from above) Diann McGuirt (wife of William McGuirt)- we have a contract to purchase
Address: 4915 Magglucci Pl. Charlotte NC, 28227 Telephone: • 704-620-9951

3. The following Certificate of Appropriateness is requested for: Construction of new home
Please provide a brief description of the project. See attached description of the proposed project

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).

Love Construction Company, Inc., by: Wendy E. Love, Vice President

Applicant- Printed

Wendy E. Love

Applicant- Signed

5/15/23

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.

1 of 22

**Home of Emily Love
304 S. Charlotte Avenue
Tax Parcel 09-232-151
Builder: Love Construction Company, Inc.**

We request a Certificate of Appropriateness to build a new single-family home in the craftsman bungalow style. This new home is a ranch with a full basement, having 3 bedrooms and 3-1/2 baths. There is 1102 square feet heated on the main level with a 156 sqft front porch and another 1102 sqft heated on the basement level. That brings the total square footage of the home to 2204 heated plus the 156 sqft front porch.

The lot is naturally sloped so a basement home takes advantage of the existing site conditions.

The home will have an exposed brick foundation of approximately 18" on the front and rear and will be stepped along the side elevations with the sloped terrain.

Proposed Exterior Materials:

We are proposing an exterior package with a combination of fiber cement and fiberglass to emulate the look and feel of wood, but with long-term durability not offered with today's available soft wood species. Ms. Love was born in Monroe and is building her own personal home with this project. She wants to be able to keep her home in top shape at all times, while also using high-quality, energy efficient and environmentally friendly materials.

Major Material groups:

Siding	Smooth fiber cement
Trim, Fascia and Frieze	Fiber cement
Windows	White fiberglass with 4 over 1 sashes or 1 over 1 sashes (haven't yet decided on 4 over 1 or 1 over 1). The small basement windows will not have mullions
Window trim	Fiberglass (white)
Gutters, Downspouts	White aluminum

Front Porch:

Porch Ceiling to be painted "haint blue"- Behr Beach Foam S450-1



Concrete porch floor. 20 x 20 brick column bases under white Azek square tapered structural post wraps over structural steel posts

**Exterior Lighting:**

Front door and back door lanterns- Home Decorators Port Oxford 1-Light Oil Rubbed Chestnut Outdoor Wall Lantern Sconce. 13.125 inches



Front porch flush mount lights- Trans Globe Imports 40582 RT Traditional One Light Flushmount Lantern from Benkert Collection in Bronze/Dark Finish, 11.00 inches

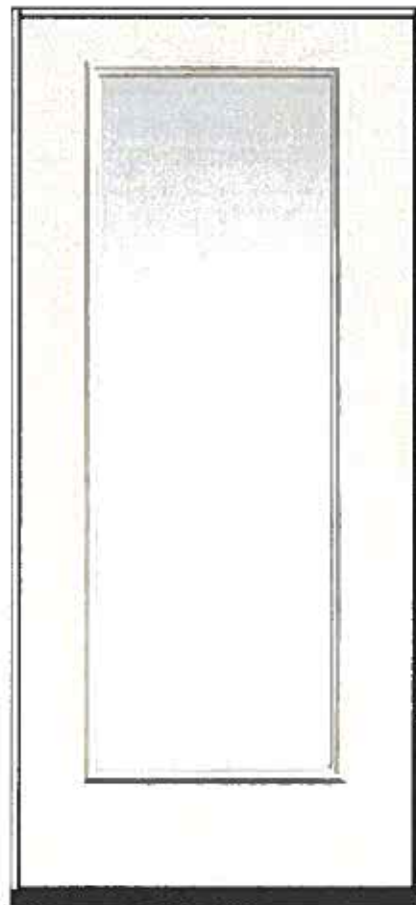


Exterior Doors:**Front Door-**

Therma Tru Fiberglass Classic
Craft® Artíssa Collection in Fir Grain
CCA87300 | 8' high with transom
above
Stain: Minwax Gel Mahogany

**Rear Door-**

Standard 1 lite steel door painted
white



Driveway and parking:

The driveway will go on the right hand side of the house and the parking and turnaround will be at the rear of the home. Please see the attached site plan. The mass of the driveway and parking will be to the side and rear of the home and will be below grade and tucked in between the two homes. Therefore, we are not planning on staining the concrete.

Deck:

We are planning a small 10 x 12 composite board deck w/ black wrought iron railings. The deck will be located on the rear of the home and inset from the rear corners. The deck superstructure may be structural steel or treated wood.

Wrought iron deck railings will be similar to this:

**Landscaping:**

Ms. Love will install foundation plantings along the front of her home. She will use dwarf varieties in order to preserve the view from her porch such as Compact Japanese Holly, Carissa Holly, Dwarf Nandina and Dwarf Lorapetulum. She will plant an Emerald Zoysia yard.

Exterior color scheme:

Brick Triangle Northampton 	Exterior Wall Color Behr S410- Copper Patina (or equal in another manufacturer) 
Roofing CertainTeed Landmark 30 year asphalt shingle Weathered Wood 	Exterior Trim Color Behr Ultra Pure White 1850 (or equal in another manufacturer) 

Front Elevation



12 f22

Rear Elevation



Left Elevation



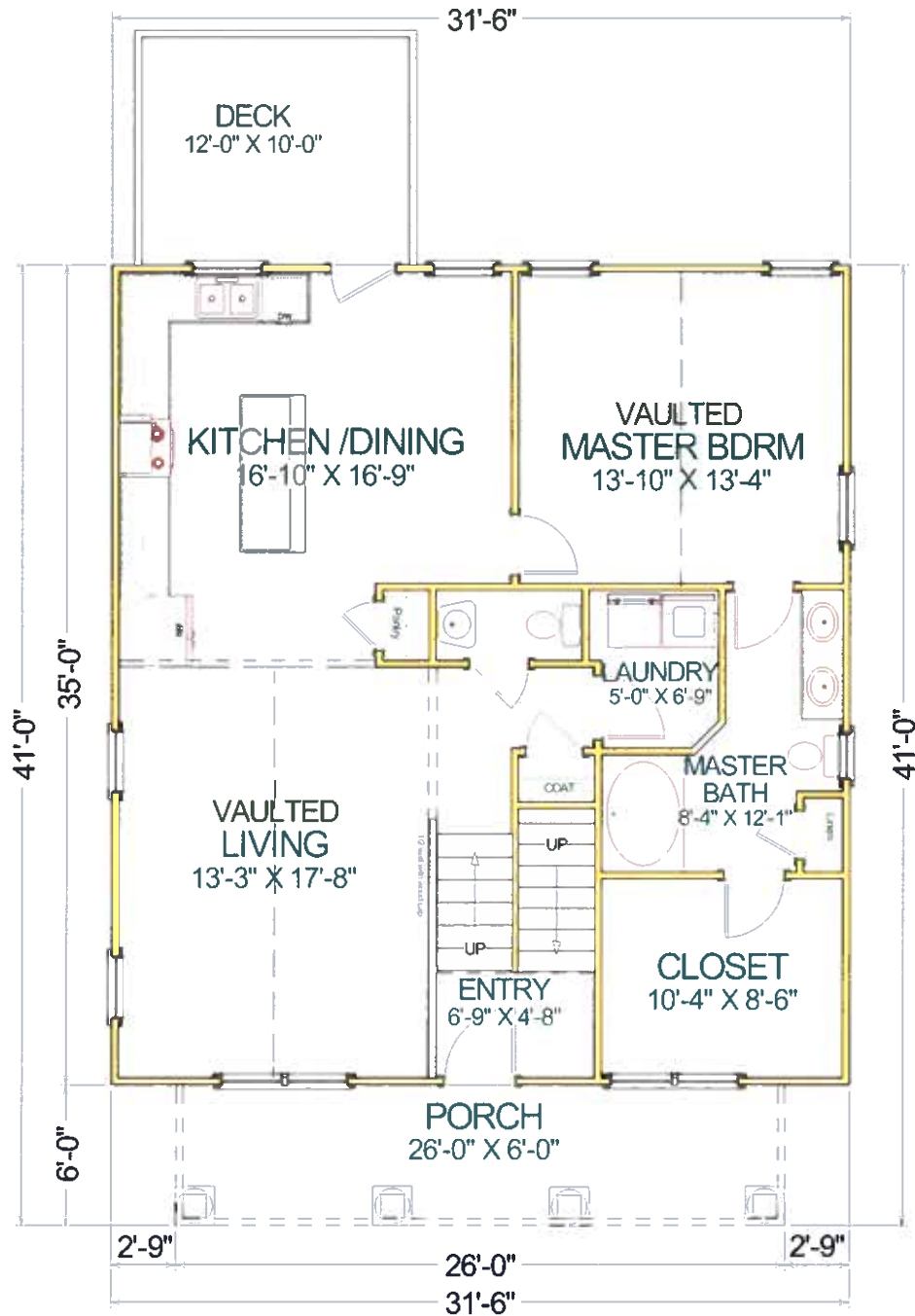
Right Elevation

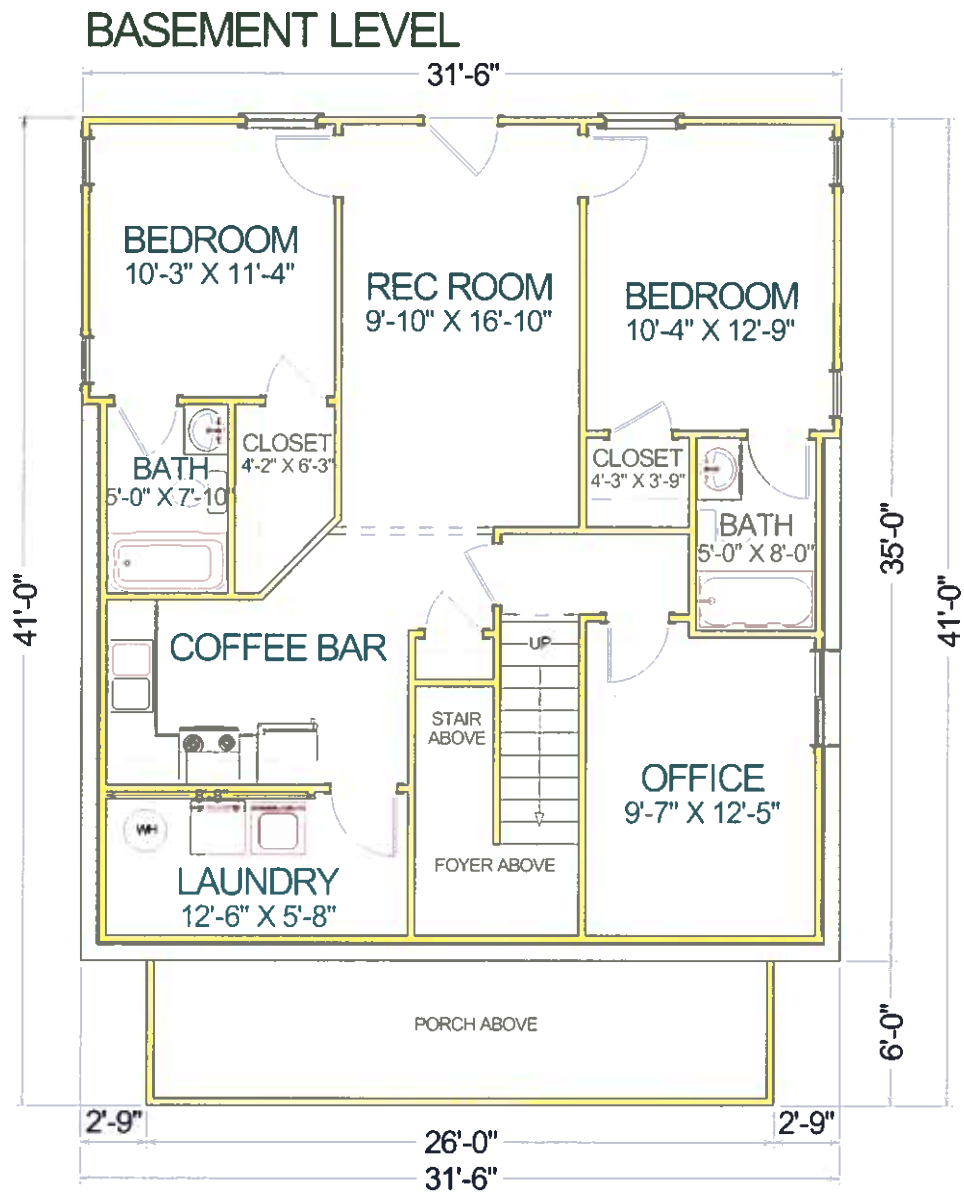


Emily Love

MAIN LEVEL

Main level 9' ceilings. Total HTAR for house 2204 sqft.





Site (facing lot from street)



Site (facing lot from street)



Site (standing on lot facing house to right)



Site (standing on lot facing house to left)



17 of 22

Site (standing on the lot facing towards the street)



Site (facing lot from the sidewalk)



306 S. Charlotte Avenue (house next door to the left)

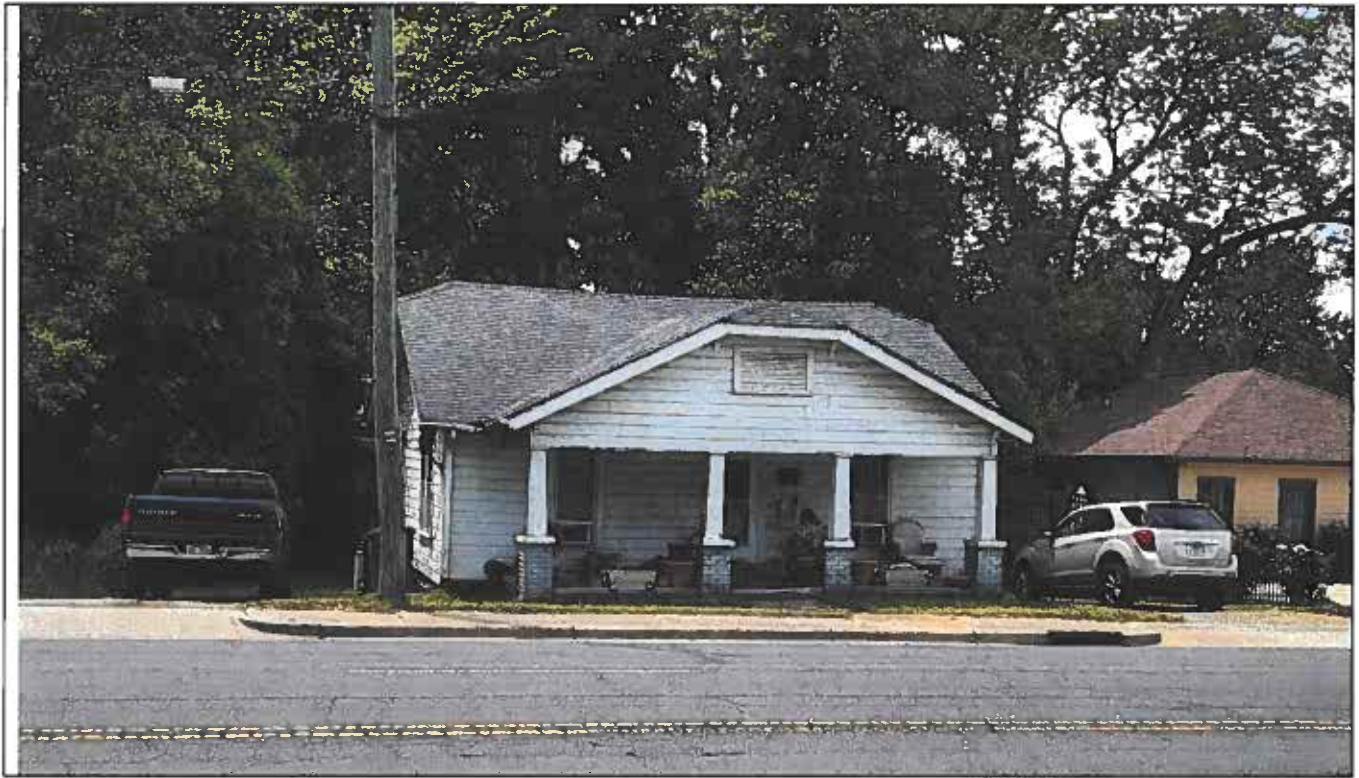


306 S. Charlotte Avenue (house next door to the left)



19 of 22

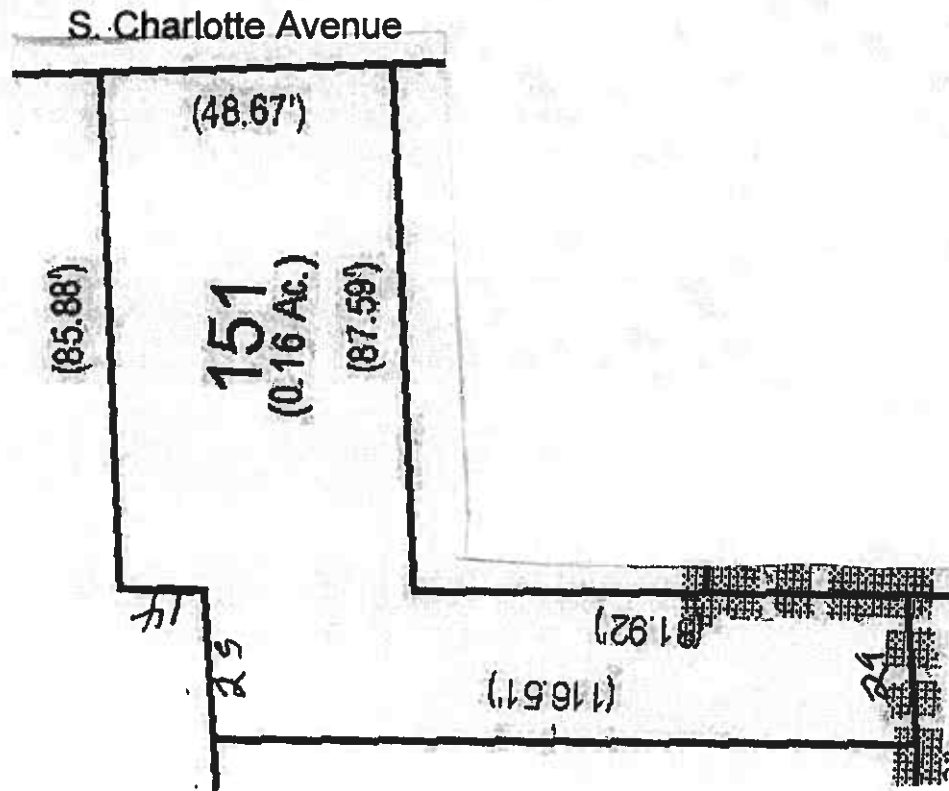
302 S. Charlotte Avenue (house next door to the right)



302 S. Charlotte Avenue (house next door to the right)



304 S. Charlotte Avenue (entire lot) 20422



1" = 1'

Plot PLAN (front section of lot)

115

25

14

21 + 22

29

turn
around

Park 1

Park 2

30' + 10'

8'-0"
dwy

31'-6"

RANCH
with
Basement

41'-0"

Concrete
Lava

85.88

87.59

5' →

Porch

12'-6"

15'-6"

Walk

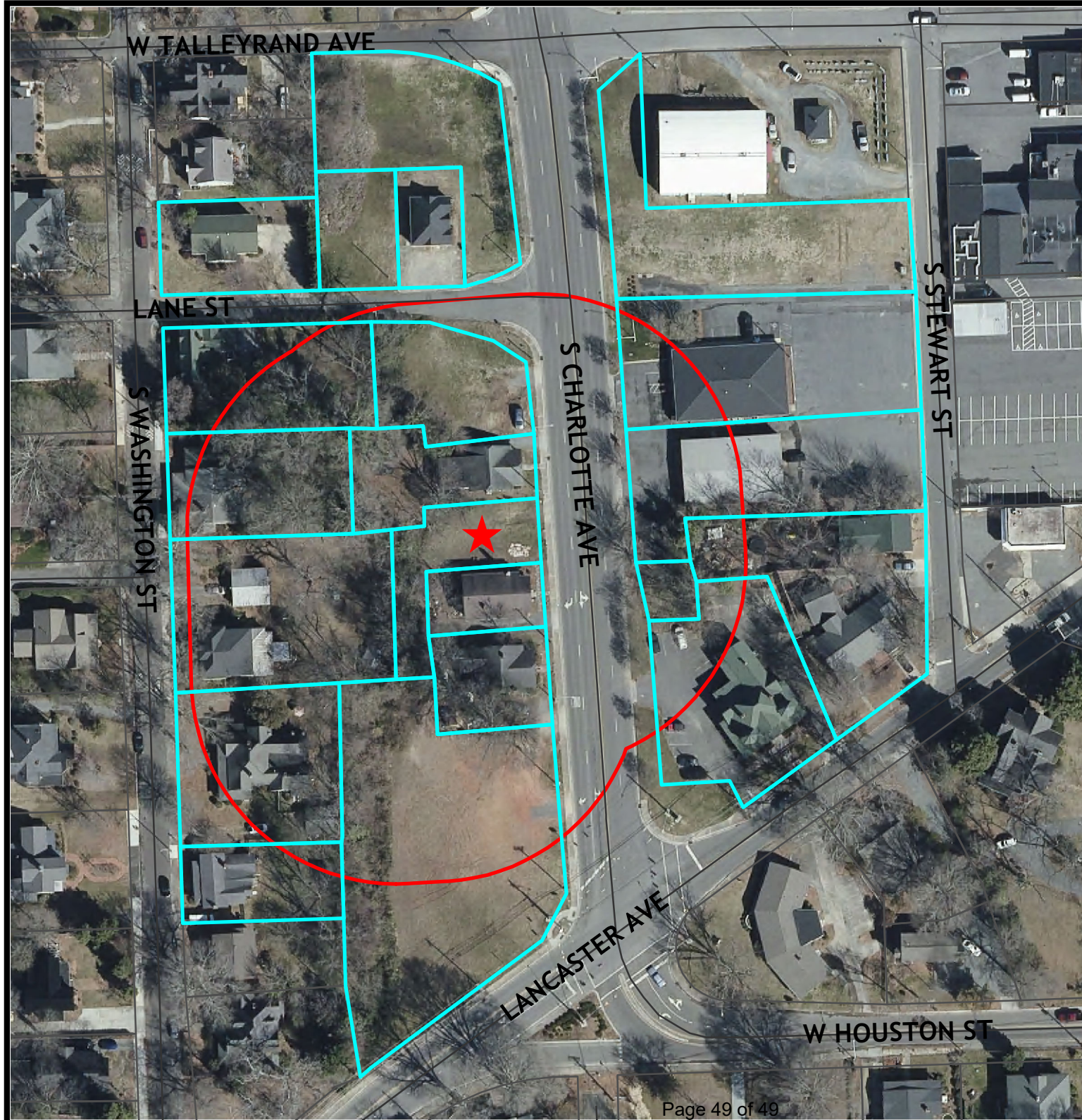
Walk

48.67
Exist sidewalk

Exist
curb cut

304 S. Charlotte Avenue

ACCTNO	OWNERNAME1	OWNERNAME2	OWNERADDRE	OWNERCITY	OWNERSTATE	OWNERZIP
09232127	SMITH BEN	SMITH DAWN	200 LANCASTER AVE	MONROE	NC	28112
09232128	MESHEEHAN DJ	MESHEEHAN PHYLLIS A	2511 DOSTER RD	MONROE	NC	28112
09232150	CROWDER MAE AGNES BURVICK		1102 WOODLAND AVE	MONROE	NC	281125245
09232151	MCGUIRT WILLIAM REGAN		4915 MAGGLUCCI PL	CHARLOTTE	NC	28227
09232127A	SMITH BEN	SMITH DAWN	200 LANCASTER AVE	MONROE	NC	28112
09232154	DESIO MARGARET DAMON LIVING TRUST		305 S WASHINGTON ST	MONROE	NC	28112
09232155	THE B&B GROUP INC		5059 OVERCREST DRIVE	KANNAPOLIS	NC	28081
09232126	WKG PROPERTIES LLC		PO BOX 3200	MONROE	NC	28111
09232152	WORCESTER SUSAN C		306 S CHARLOTTE AVE	MONROE	NC	28112
09232153	PARKS JANET S		403 WASHINGTON ST	MONROE	NC	28112
09232149	BRADLEY ELITE PROPERTIES		3112 MEDLIN RD	MONROE	NC	28112
09235223	RICHARDS DONNA F	RICHARDS KEITH D	405 SOUTH WASHINGTON ST	MONROE	NC	28112
09235230	YOUNG JEREMY ALEXIS		308 S CHARLOTTE AVE	MONROE	NC	28112
09232126A	DANSEL HOLDINGS LLC		2118 CAROLINA PLACE DR	FORT MILL	SC	29708
09232142	GOLDFARB JILL PARKER	JASON TAYLOR	PO BOX 11982	CHARLOTTE	NC	28220
09232147	TSITOURIS CHRISTOPHER ERIC		4109 ROCKY RIVER RD S	MONROE	NC	28112
09235228	CITY OF MONROE		PO BOX 69	MONROE	NC	281110069
09232125	WKG PROPERTIES LLC		PO BOX 3200	MONROE	NC	28111
09232145	ZIMMERMAN NEAL	ZIMMERMAN SUSAN	207 SOUTH WASHINGTON ST	MONROE	NC	28112
09232146	BRADLEY CAROL		300 S CHARLOTTE AVE	MONROE	NC	28112
09235224	LAZARUS PROPERTIES LLC		400 LANCASTER AVE	MONROE	NC	28112



APO Map

304 S. Charlotte Ave.

Legend

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

