

HISTORIC DISTRICT COMMISSION MEETING AGENDA



**Monday, July 10, 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 – June 12, 2023
- Item 3.** Conflicts of Interest
- Item 4.** COA PLHR- 2023-00188- Certificate of Appropriateness- The Historic District Commission is requested to consider a Certificate of Appropriateness request from Donna Thrasher, to construct a shed in the rear yard at 504 S. Hayne St. (Parcel Id #: 09-235-038).
- Item 5.** COA PLHR- 2023-00193- Certificate of Appropriateness- The Historic District Commission is requested to consider a Certificate of Appropriateness request from Deborah Dillion, to construct an arbor walkway in the rear yard at 300 S. Washington St. (Parcel Id #: 09-232-156).
- Item 6.** COA PLHR- 2023-00198- Certificate of Appropriateness- The Historic District Commission is requested to consider a Certificate of Appropriateness request from April Moore, to replace wood cedar siding with horizontal fiber cement siding at 504 W. Windsor St. (Parcel Id #: 09-232-202).
- Item 7.** COA PLHR- 2023-00201- Certificate of Appropriateness- The Historic District Commission is requested to consider a Certificate of Appropriateness request from Matthew Belk, Jr., to replace and alter the front porch at 503 S. Washington St. (Parcel ID #: 09-235-225).
- Item 8.** Next Meeting: August 14, 2023
- Item 9.** Adjournment

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

HISTORIC DISTRICT COMMISSION MINUTES

MONDAY, JUNE 12, 2023 AT 6:30 PM

COUNCIL CHAMBERS - CITY HALL

300 West Crowell Street, Monroe, North Carolina

Sent to HR: 07/03/2023

ITEM 1: **Call to Order.**

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

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

Members Absent:

Staff Present: Keri Mendler, Senior Planner; Ashley Britt, Assistant City Attorney

Guests: Harlie & Brady McBride, Wendy Love, Vann Love, Emily Love, Robin
Love, Fannie Young

ITEM 2: **Approval of Minutes.**

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

Motion: **Jennifer Loria moved to approve the minutes of the May 8, 2023 meeting.**

Second: **Jennifer Smith**

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

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

NAYS: **None**

ITEM 3: **Conflicts of Interest.**

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

Anna Dowdy stated she would need to be recused for Case number PLHR-2023-00177 as the Love family does business with the law firm where she works.

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- 2023-00177- Certificate of Appropriateness- The Historic District Commission is requested to consider a Certificate of Appropriateness request for the property located 304 S. Charlotte Ave. to construct a new house. (Parcel Id #: 09-232-151)

Anna Dowdy stepped down from the dais and sat in the audience.

Keri Mendler, Wendy Love, Emily Love and Robin Love 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 Wendy Love, on behalf of Love Construction Company, Inc. to construct a new single-family home at 304 S. Charlotte Ave. in the craftsman bungalow style. This home is a ranch with a full basement, having 3 bedrooms and 3-1/2 baths. There is 1102 square feet heated on the basement level. That brings the square footage of the home to 2204 heated plus the 156 square foot 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 on the front and rear and will be stepped along the side elevations with the sloped terrain.

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)

Keri Mender said 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. The mass of the driveway and parking will be to the

side and rear of the home, which will be below grade and tucked in between the two homes. Therefore, they are not planning on staining the concrete.

Keri Mendler said Staff has provided the appropriate standards and conclusions in your Staff Report and I will be happy to answer any questions.

Members of the Love family (Wendy Love, Emily Love and Robin Love) approached the podium and spoke in favor of the project.

Discussion was held on the columns, Ms. Smith asked what the material of the columns would be. Wendy Love provided a product brochure that indicated the columns would be Azek column wraps, which would go around an internal post with a brick base.

Discussion was held on the front door proposal. Emily Love indicated she was hoping to utilize fiberglass as it felt more secure than a wood door. She indicated the door would be stained a mahogany color to look like a wood door. The Commission discussed this further and communicated a wood door would be preferable. Wendy Love provided another front door option to the Commission that was wood. Discussion was held on this alternative door.

Discussion was held on the materials for the windows. Commission members requested whether the Commission had approved other materials for windows in the past. Keri stated the Commission had approved different materials than wood in the past, but it was on a case-by-case basis. Emily Love provided information pertaining to wood that is utilized to produce windows today versus wood that was utilized in windows in true historic homes. She indicated wood today is softer and not as dense as historic wood windows, this is why she was requesting fiberglass windows. Discussion was held on different window materials from wood, wood composite, and fiberglass.

Discussion was held on the concrete driveway. Ms. Smith indicated it would need to be stained as that is what the design standards state.

Mr. Vann Love was sworn in and spoke briefly on Monroe and his time in the area.

After a brief discussion among the Commission members regarding the need for a wooden front door, wooden windows and a stained concrete driveway, Chair Archie Morgan asked for a motion on the Findings of Fact.

Motion: Jennifer Loria made a motion that the Findings of Fact for the proposed project, COA PLHR-2023-00177 if constructed according to the plans reviewed at this meeting are congruous with the character of the district because the new build is compatible with the homes in the district and surrounding area, for example: the form and roof shape. Such conditions include: wooden front door, wooden windows and stained concrete driveway. 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, Jennifer Smith, Matt Klaren, Gladys Kerr,
Allen Watson and Jennifer Loria

NAYS: None

Motion: Jennifer Loria 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-2023-00177, 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, Matt Klaren, Gladys Kerr,
Allen Watson and Jennifer Loria

NAYS: None

Anna Dowdy returned to the dais.

Archie asked about the adjacent homes to the lot in the previous case. He asked whether there was anything that could be done to “spruce” them up. Keri explained that minimum housing standards set the minimum requirements for home condition.

ITEM 7. **Next Meeting – July 10, 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, Allen Watson and Jennifer Loria

NAYS: None

The meeting adjourned at 7:42 pm.

Respectfully submitted,

Archie Morgan
Chairman

Ashlyn Penegar
Secretary to the Board



STAFF REPORT
PLHR-2023-00188

TO: Historic District Commission Members

DATE: July 10, 2023

FROM: Keri Mendler, Senior Planner

PREPARED BY: Keri Mendler, Senior Planner

SUBJECT: Certificate of Appropriateness request at 504 S. Hayne Street

SUMMARY STATEMENT

The Historic District Commission is requested to consider a Certificate of Appropriateness from Donna Thrasher. The applicant has requested approval to install a shed in the rear yard at 504 S. Hayne Street.

SITE DATA

Type of Action:	Certificate of Appropriateness
Date of Petition:	6-8-23
Name of Petitioner:	Donna Thrasher
Location:	504 S. Hayne Street
Tax ID #:	09-235-038
Lot Size:	0.39 acres
Zoning Classification:	RMD (Residential Medium Density)

GENERAL INFORMATION

Redfearn-Horne House; circa 1900

Given its similarities to other rental houses built in the late 19th and early 20th centuries by Randolph Redfearn, it seems likely that the \$5000 that George F. Horne paid Redfearn in 1920 was for both this one-story frame Queen Anne house and the lot on which it stands. Horne is listed in the 1922 City Directory as associated with the Smith-Lee company and in 1928 as vice president of Davis-Williams company, dealers in dry goods, groceries and hardware, as well as cotton merchants. Although now clad in masonite siding, the L-shaped, gable-roofed house retains its many decorative details, including Stick-Style ornament in the gable ends, molded verge boards with bull's eye bosses, sawn and pierced gable ornament, sawn brackets with

pendants under the eaves of the clipped corners of the front wing, and louvered attic vents with hoods and decorative cutouts. A one-story porch with simple square posts shelters the right (north) two bays of the three-bay facade; these two bays consist of the double leaf entrance and a semi-hexagonal bay with one over one and two over one sash windows. centered on the porch roof is a small decorative gable with floral motif sawn ornament. Windows and doors are set in decorative surrounds with corbelled bull's eye corner blocks and plinths. The house has classical corner boards and an exterior end chimney on the north elevation. One-story, gable-roofed wings extend to the rear, and there is a small shed wing on the south elevation.

RELEVANT DESIGN STANDARDS

Garages and Accessory Structures (pg. 35)

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

The applicant is proposing to locate the shed on the right side of the rear yard. It will be located at least 10 feet from the side and rear property lines.

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

The shed is pre-fabricated made of cedar lumber and polycarbonate windows, all sections are pre-cut and pre-drilled to be assembled on site. The shed is 6.7-feet x 7.8-feet and 7.7-feet tall.

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

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

PROPOSED FINDINGS

Staff offers the following Proposed Findings:

1. The subject property located at 504 S. Hayne Street is owned by Donna Thrasher 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 June 8, 2023, the applicant applied for a COA to request approval to install a 6.7-foot x 7.8-foot prefabricated cedar lumber and polycarbonate window shed that is 7.7-feet tall. (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 construction of a 6.7-ft x 7.7-ft cedar and polycarbonate window shed at 504 S. Hayne Street as presented (is/is not) congruous in concept according to the *Garages and Accessory Structures* standards of the *South Monroe Historic District Standards*:

Garages and Accessory Structures (pg. 35)

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

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

Attachments:

1. Aerial Map
2. Zoning Map
3. HD Map
4. Application
5. Proposed Shed
6. Site Plan
7. APO Map
8. APO List

Prepared by: KM 6-22-23



Aerial Map

PLHR-2023-00188

Legend

-  Centerlines
-  Parcels

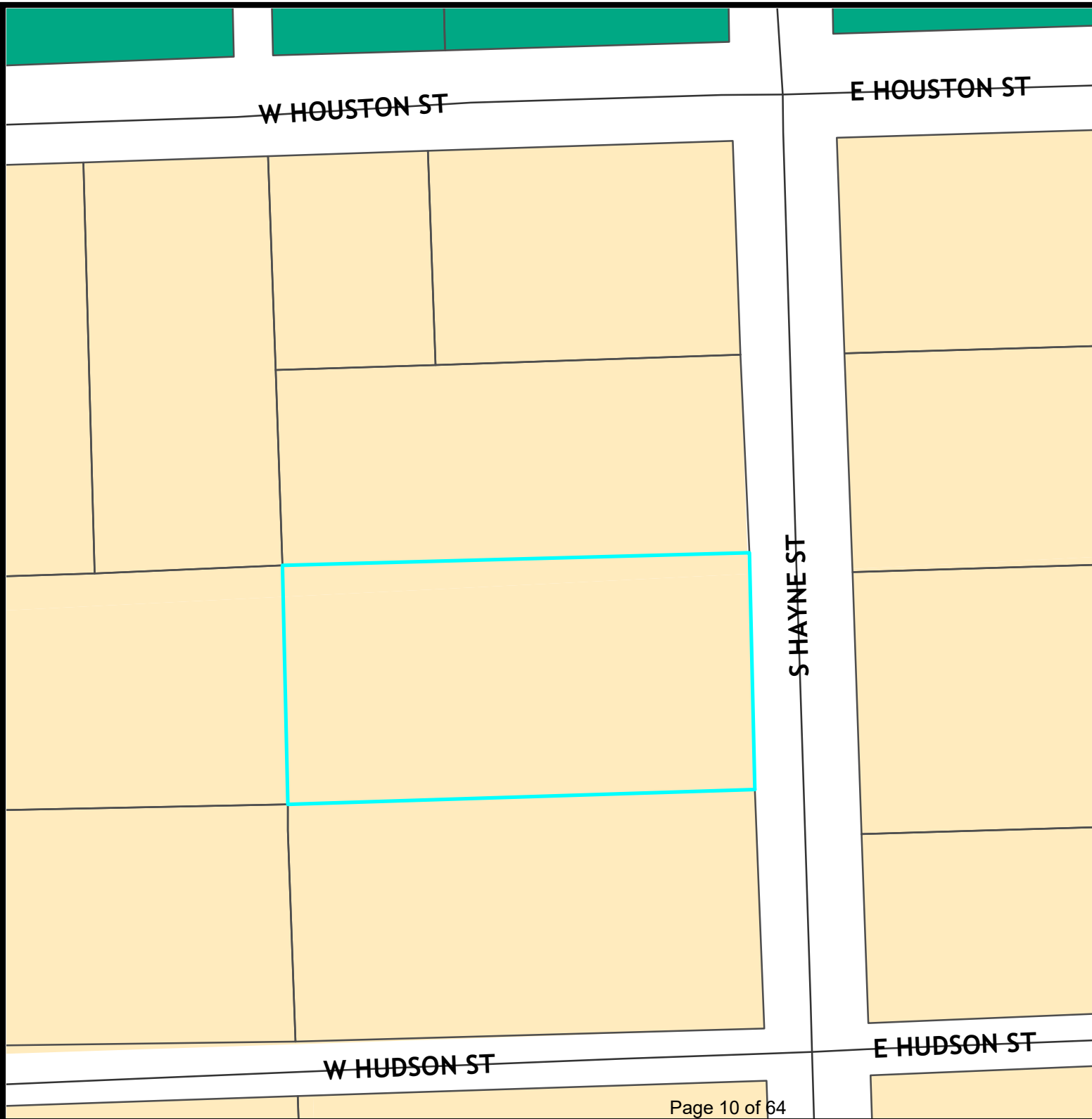
Existing: RMD
(Residential Medium Density)

Owner: Donna Thrasher

Acres: .38



0 40 80
 Feet



Zoning Map

PLHR-2023-00188

Legend

— Centerlines

□ Parcels

Zoning Districts

■ OM

■ RMD

Existing: RMD
(Residential Medium Density)

Owner: Donna Thrasher

Acres: .38



0 40 80
Feet



**Historic District
Map**

PLHR-2023-00188

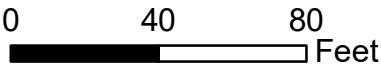
Legend

- Centerlines
- Parcels
- Historic District

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

Owner: Donna Thrasher

Acres: .38





HISTORIC DISTRICT COMMISSION
APPLICATION FOR REVIEW

FOR STAFF USE ONLY

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

1. Property location: 504 S. HAYNE ST.
Applicant's name: DONNA THRASHER
Applicant's address: SAME

Applicant's telephone number: 704.534.0718
Applicant's email address: thrasherdy@gmail.com
Property Tax identification number: _____ - _____ - _____

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

3. The following Certificate of Appropriateness is requested for: ERECTING A GARDEN
Please provide a brief description of the project: POTTING SHED IN BACK LEFT
CORNER OF PROPERTY. STRUCTURE TO BE WOOD FRAME
WITH POLYCARBONATE WINDOW PANELS.
6.7' X 7.8' X 7.7' YARDISTRY BRAND GREENHOUSE KIT

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).

DONNA THRASHER

Applicant- Printed

Donna Thrasher

Applicant- Signed

6/8/2023

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.

VIEW IN YOUR SPACE



DRAG TO ROTATE - CLICK TO ZOOM



6.7' x 7.8' Meridian Greenhouse

★★★★★ 4.6 (17) Write a review | [Ask a question](#)

QTY AVAILABLE SIZES

- 1 +

6.7' x 7.8' Meridian Greenhouse

\$2,199.00

ADD TO CART

Hello, how can we help ?

[♥ Add to Wishlist](#)

Key Features

- 100% certified cedar lumber, finished in a natural cedar stain color.
- Louvered base wall vent is necessary for optimum air intake and plant health.
- Heat-sensitive, automatic roof vent opener maintains temperature and humidity.
- 16" wide lower shelf and 8" wide upper shelf surrounding 2 sides of the interior.
- Cedar door includes a door latch and closer with a quick-hold feature to keep the door open.
- Double-wall polycarbonate windows are robust and durable, provide better insulation than single-wall polycarbonate, and deliver superior UV properties and resistance from fading.
- 6' High Sidewalls provide room height, increasing light and air volume for healthy plant growth. The extra height allows customers to double up shelves and maximize the interior space.
- Tongue and groove style 32" high cedar base walls add a premium aesthetic and allows for storage of gardening tools that are out of sight from the exterior. The walls also provide protection from rock-shooting lawn mowers.

About this Greenhouse

If you have a green thumb, the 6.7 ft. x 7.8 ft. Meridian Greenhouse is the perfect addition to your home.

Its 6-foot-high side walls make it comfortable for standing and help ensure proper airflow. The 32-inch-high cedar base walls are built with sturdy tongue-and-groove construction. They also enable you to store gardening tools away from view, and built into the base walls are a 16-inch lower shelf and an 8-inch upper shelf.

The double-wall polycarbonate windows are strong and durable. Their double-wall construction gives them superior insulation and UV properties that help plants grow. A heat-sensitive, automatic roof vent opener helps the Greenhouse maintain optimum temperature and humidity levels, and a louvered base wall vent enables proper air intake.

Built with premium cedar lumber, you can feel good knowing the quality of Meridian Greenhouse can withstand the outdoor elements. All cedar pieces come pre-stained with an attractive, natural cedar stain. The cedar door features a latch and closer with a quick-hold feature that keeps the door open when desired.

All sections are pre-cut and pre-drilled for easier assembly. The Greenhouse comes with simple-to-follow illustrated instructions, and we've created a helpful hints video to make your installation process more manageable. Yardistry stands by the quality of its products, and this Greenhouse comes with a five-year limited warranty.

Dimensions

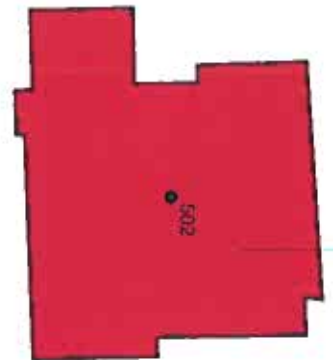
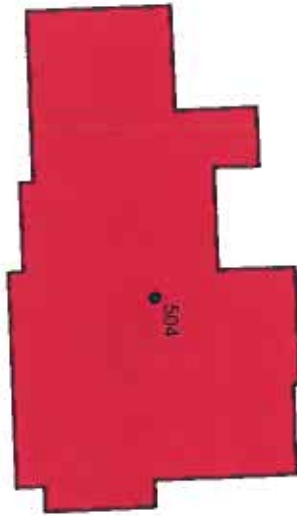
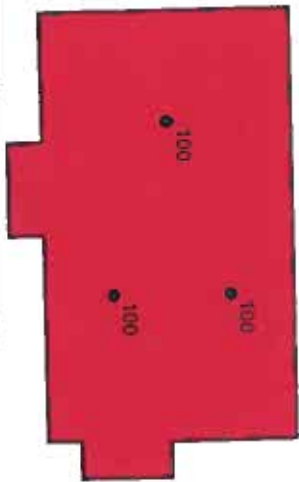
- Overall Dimensions: 6.7' W x 7.8' L x 7.7' H

- Base Dimensions (outside to outside of posts): 6' 3" W x 7' 7.5" L
-
- Door Dimensions (inside to inside of posts): 76.5" H x 26.75" W
-



WILL BE
10' SETBACK


PROPOSED
GARDEN GREENHOUSE/
POTTING SHED



S HAYNE ST





APO Map

504 S. Hayne St.

Legend

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



ACCTNO	OWNERNAME1	OWNERNAME2	OWNERADDRE	OWNERCITY	OWNERSTATE	OWNERZIP
09235038	THRASHER DONNA G		504 S HAYNE ST	MONROE	NC	28112
09235047	BLACKS MEMORIAL PRESBYTERIAN	CHURCH	509 S PARKER ST	MONROE	NC	28112
09235235	NAVA-VINALAY ORTENCIA		502 PARKER ST	MONROE	NC	28112
09235004	SELLS RONALD III	SELLS KYRA	503 S HAYNE ST	MONROE	NC	28112
09235043	FIRST BAPTIST CHURCH		109 MORROW AVE	MONROE	NC	28112
09235046C	PITTMAN SANDRA SMITH		505 PARKER ST	MONROE	NC	28112
09235099A	BECKER JOSEPH	BECKER MARTHA	201 W HOUSTON ST	MONROE	NC	28112
09235236	XALTIPA MARIA LUZ	XALTIPA MIGUEL	506 PARKER ST	MONROE	NC	28112
09235042	FIRST BAPTIST CHURCH		109 MORROW AVE	MONROE	NC	28112
09235039	HELMS LIBBY ZEALY		502 S CHURCH ST	MONROE	NC	28112
09235237	GOMEZ AMALIA	GOMEZ-MIRANDA BENJAMIN	510 PARKER ST	MONROE	NC	28112
09235040	HELMS ANN C		500 SOUTH HAYNE ST	MONROE	NC	28112
09235041	HARKEY JAMES	HARKEY TENLEY S	8415 LANDSFORD RD	MONROE	NC	28112
09235045	FIRST BAPTIST CHURCH		109 MORROW AVE	MONROE	NC	28112
09235046	SMITH JENNIFER S		PO BOX 158	MONROE	NC	28111
09235046A	WATSON LIANE	WATSON ALLEN	107 W HOUSTON ST	MONROE	NC	28112
09235006	JT BURNS & CO LLC		PO BOX 904	MONROE	NC	28111
09235007	KENDRICK STEPHEN	KENDRICK LAURA ARNETTE	8808 WALTHAM FOREST CT	WAXHAW	NC	28173
09235036	HOWARD JAMITHON M		600 S HAYNE ST	MONROE	NC	28112
09235003	SCHMITT KARL		18 COVIL AVE	WILMINGTON	NC	28403
09235005	DUNN BARTON HARRIS		505 S HAYNE ST	MONROE	NC	28112
09235037	POLK DONALD O	POLK DOROTHY C	500 WINDY DR	MONROE	NC	281102812
09235099	BECKER JOSEPH	BECKER MARTHA	201 W HOUSTON ST	MONROE	NC	28112
09235002	HARRISON GARY R	HARRISON JEREMY S	405 S HAYNE ST	MONROE	NC	28110
09235046B	DMS CAPITAL LLC		2316 WENSLEY DR	CHARLOTTE	NC	28210



STAFF REPORT
PLHR-2023-00193

TO: Historic District Commission Members

DATE: July 10, 2023

FROM: Keri Mendler, Senior Planner

PREPARED BY: Keri Mendler, Senior Planner

SUBJECT: Certificate of Appropriateness request at 300 S. Washington Street

SUMMARY STATEMENT

The Historic District Commission is requested to consider a Certificate of Appropriateness from Deborah Dillion. The applicant has requested approval to install an arbor way in the rear yard at 300 S. Washington Street.

SITE DATA

Type of Action:	Certificate of Appropriateness
Date of Petition:	6-12-23
Name of Petitioner:	Deborah Dillion
Location:	300 S. Washington Street
Tax ID #:	09-232-156
Lot Size:	0.35 acres
Zoning Classification:	RMD (Residential Medium Density)

GENERAL INFORMATION

The 1922 and 1928 city directories list Robert H. Hargett of Collins and Hargett general merchandise store as the occupant of this large, one-and-one-half story frame Craftsman bungalow. The house is said to be an 1870s dwelling deeded in 1877 from Elizabeth and James Bickett to their daughter Estelle Moody (later Mrs. W. W. Horne) and extensively remodeled by Hargett. Characteristically, the eaves of its side gable roof and central gable dormer are ornamented with exposed rafter tails and key braces. An engaged porch supported by tall square-section posts on low brick piers spans the three-bay façade which has paired four over one windows on either side of the entrance. This window treatment is repeated on the side elevations. Gable- and shed-roofed wings extend to the rear. One exterior end chimney rises on the north elevation, while a second has an interior location.

RELEVANT DESIGN STANDARDS

Site Features & Planting (pg. 23)

1. Introduce compatible new site features — such as trellises, arbors, fountains, and statuary — constructed of traditional materials only in a location and configuration that are characteristic of the district’s historic character.

The applicant is requesting to install a wood arbor over a new stepping stone walkway made of stone and gravel.

PROPOSED FINDINGS

Staff offers the following Proposed Findings:

1. The subject property located at 300 S. Washington Street is owned by Deborah Dillion 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 June 12, 2023, the applicant applied for a COA to request approval to install a new wood arbor over a new stepping stone walkway in the rear yard along the detached garage. (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 construction of a wood arbor at 300 S. Washington Street as presented (is/is not) congruous in concept according to the *Site Features & Planting* standards of the *South Monroe Historic District Standards*:

Site Features & Planting (pg. 23)

1. Introduce compatible new site features — such as trellises, arbors, fountains, and statuary — constructed of traditional materials only in a location and configuration that are characteristic of the district’s historic 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.

Attachments:

1. Aerial Map
2. Zoning Map

3. HD Map
4. Application
5. Proposed Arbor
6. Site Plan
7. APO Map
8. APO List

Prepared by: KM 6-22-23



Aerial Map

PLHR-2023-00193

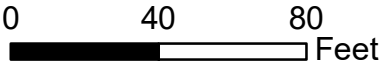
Legend

-  Centerlines
-  Parcels

Existing: RMD
(Residential Medium Density)

Owner: Deborah Dillion

Acres: .35



Zoning Map

PLHR-2023-00193

Legend

— Centerlines

▭ Parcels

Zoning Districts

▭ RMD

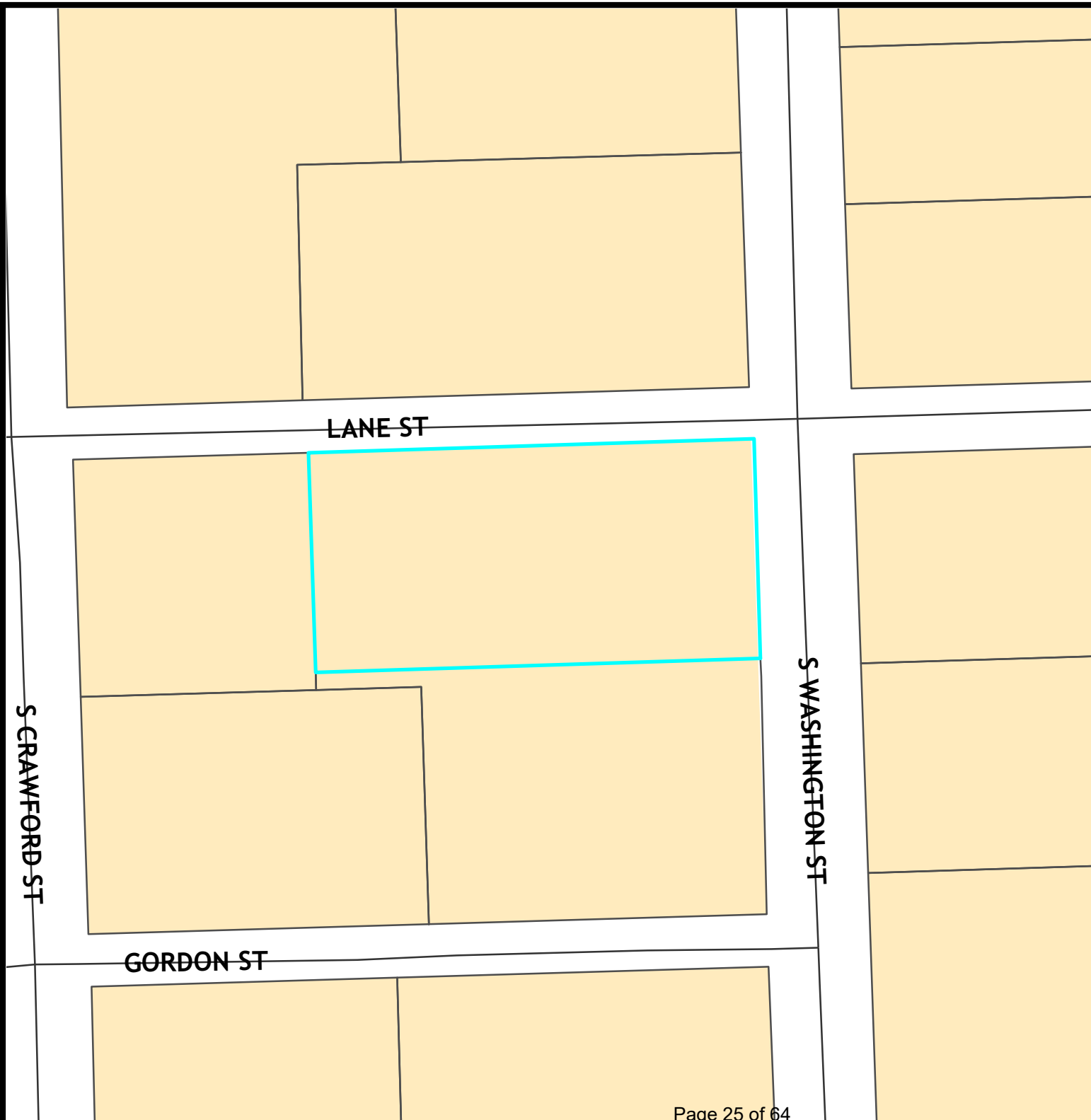
Existing: RMD
(Residential Medium Density)

Owner: Deborah Dillion

Acres: .35



0 40 80
Feet



Historic District Map

PLHR-2023-00193

Legend

- Centerlines
- Parcels
- Historic District

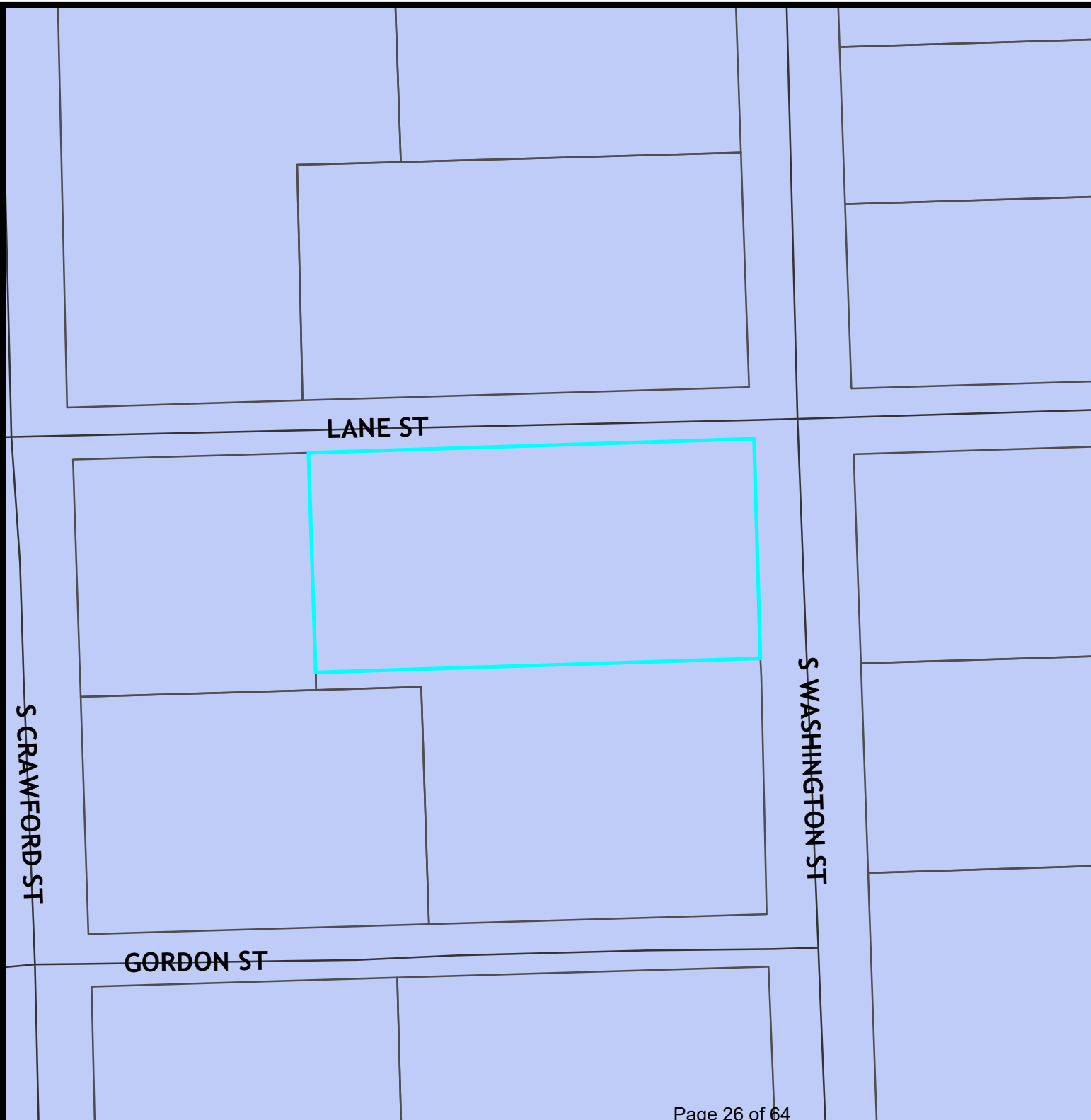
**Existing: RMD
(Residential Medium Density)**

Owner: Deborah Dillion

Acres: .35



0 40 80
Feet





HISTORIC DISTRICT COMMISSION
APPLICATION FOR REVIEW

FOR STAFF USE ONLY

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

1. Property location: 300 S Washington St.
Applicant's name: Debbie Dillion
Applicant's address: 300 S Washington St
Monroe, NC 28112
Applicant's telephone number: 540-270-9553
Applicant's email address: ddillion@vt.edu
Property Tax identification number: 092 - 321 - 56

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

3. The following Certificate of Appropriateness is requested for: Arbor & Stepping Stone Path
Please provide a brief description of the project: Will build arbor similar to photo (photos attached) as entrance to gravel stepping stone path adjacent to driveway. Stepping stone path will consist of small loose rounded river type rock with stepping stones set into the loose rocks. Site is along N side of garage and will run parallel to the garage & Lane Street.

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).

Debbie D Dillion

Applicant- Printed

Debbie D Dillion

Applicant- Signed

6.12.2023

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.








EARTH ESSENTIALS

BY **QUIKRETE**

PEA GRAVEL

Grava de Tamaño de Alverja

GARDENS

jardines

PATIOS

patios

WALKING PATHS

senderos



- + CONTROLS EROSION**
controla la erosión
- + RESISTS DECAY**
resiste decaimiento
- + BEAUTIFY YOUR LANDSCAPE PROJECTS**
Embellceza Sus Proyectos De Diseño Paisajístico

EarthEssentials Rock Calculator
Toda Calculadora de Roca de EarthEssentials

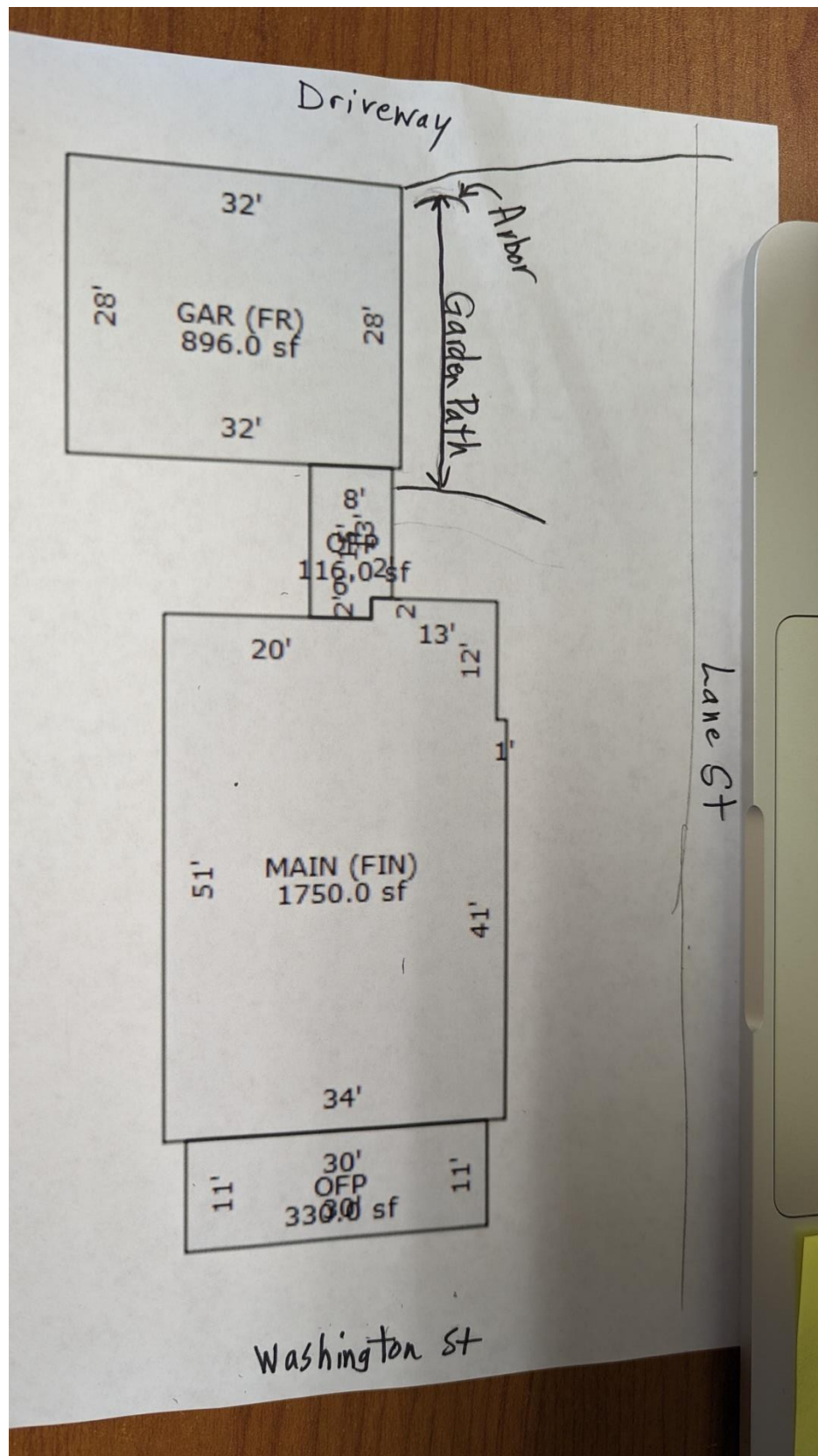
Square Feet/Pies cuadrados	10	25	50	100	200
inches	0.08	0.20	0.40	0.80	1.60

Number of 5 cubic feet (134 cubic inches) bags per square foot
Número de 5 cubos feet (134 cubic inches) bags per square foot

2" (50 mm) thick/grueso	4	9	17	34	67
3" (75 mm) thick/grueso	5	13	25	50	100
4" (100 mm) thick/grueso	7	17	34	67	134
6" (150 mm) thick/grueso	10	25	50	100	200

*Estimated amount needed with a typical waste factor
*La cantidad estimada necesaria con un factor waste típico



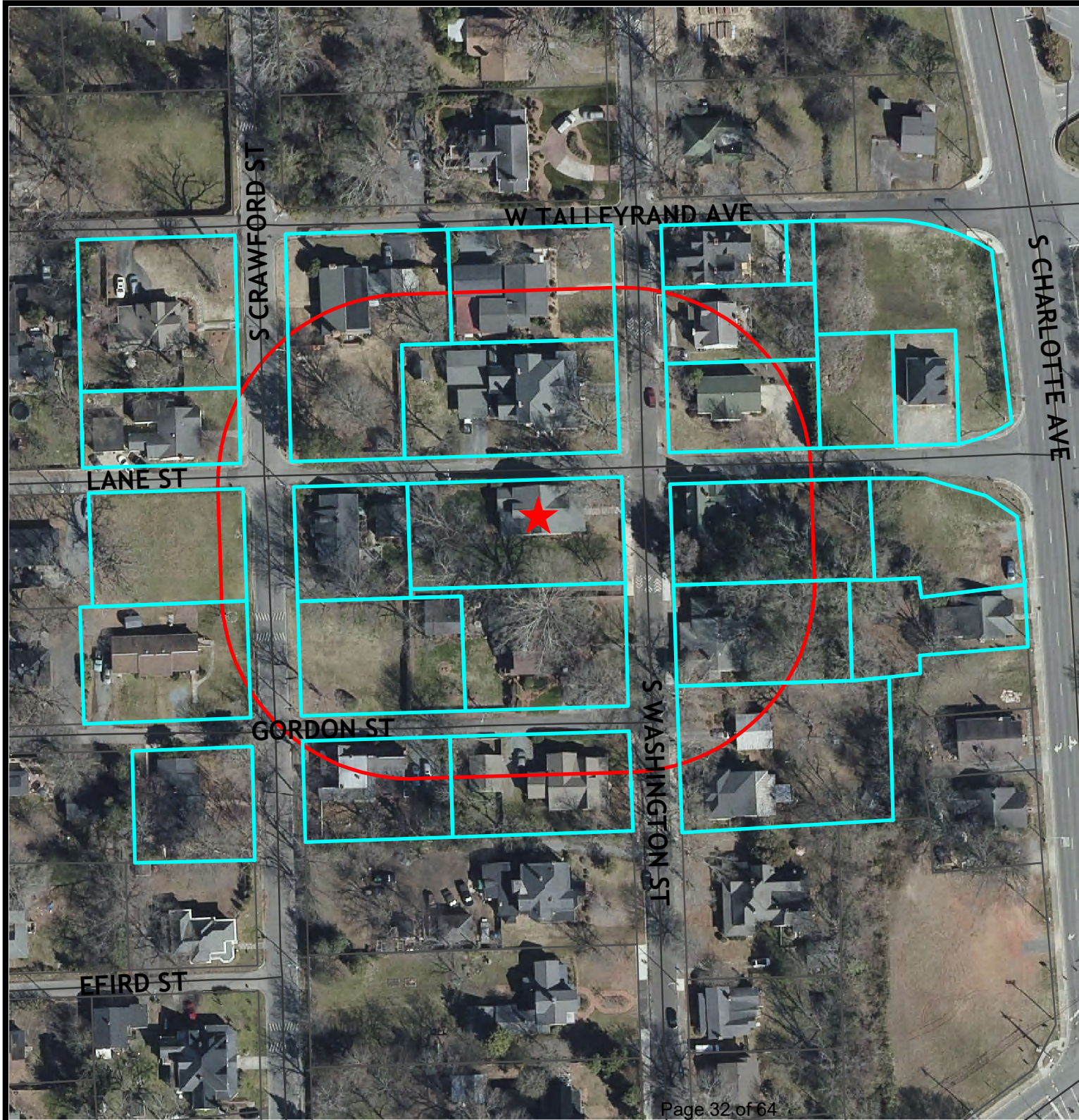


APO Map

300 S. Washington St.

Legend

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



ACCTNO	OWNERNAME1	OWNERNAME2	OWNERADDRE	OWNERCITY	OWNERSTATE	OWNERZIP
09232144B	MURRAY KEVIN		133 UNDERWOOD RD	MATTHEWS	NC	28104
09232150	CROWDER MAE AGNES BURVICK		1102 WOODLAND AVE	MONROE	NC	281125245
09232144	MUNN HAYDEN D		203 S WASHINGTON ST	MONROE	NC	28112
09232156	DILLION DEBORAH J		300 S WASHINGTON ST	MONROE	NC	28112
09232160	HELMS JOYCE A	HELMS TONY MAX	301 S CRAWFORD ST	MONROE	NC	28112
09232162	FREEZE JEFFERY TODD	FREEZE LISA CAROL	204 S WASHINGTON ST	MONROE	NC	28112
09232163	MARTIN SUSAN STILES		200 WASHINGTON ST	MONROE	NC	28112
09232177A	RM1 SFR PROPCO A LP	C/O FIRSTKEY HOMES LLC	1850 PARKWAY PL STE 900	MARIETTA	GA	30067
09235212	KAY CAROLE		400 SOUTH CRAWFORD ST	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
09232179A	CRAWLEY SHAWN G	CRAWLEY VEDA A	10005 RAMSBURY WAY	HENRICO	VA	23238
09235213	CAMPBELL MELINDA	PLUE KEVIN E	401 S CRAWFORD ST	MONROE	NC	28112
09232153	PARKS JANET S		403 WASHINGTON ST	MONROE	NC	28112
09232164	FERGUSON ANASTASIA	FERGUSON JOEL	201 CRAWFORD ST	MONROE	NC	28112
09232177	CATOE JAMES L	CATOE PAMELA M	2822 WOLF POND RD	MONROE	NC	28112
09232149	BRADLEY ELITE PROPERTIES		3112 MEDLIN RD	MONROE	NC	28112
09232159	BRAINARD RICHARD B JR		304 WASHINGTON ST	MONROE	NC	28112
09232142	GOLDFARB JILL PARKER	JASON TAYLOR	PO BOX 11982	CHARLOTTE	NC	28220
09232144A	WADE MARTHA R		2006 WALKUP AVE STE A200	MONROE	NC	28110
09232147	TSITOURIS CHRISTOPHER ERIC		4109 ROCKY RIVER RD S	MONROE	NC	28112
09232158	BRAINARD ANN M	BRAINARD RICHARD B JR	304 WASHINGTON ST	MONROE	NC	28112
09235222	EVERETT DIANE		400 S WASHINGTON ST	MONROE	NC	28112
09232145	ZIMMERMAN NEAL	ZIMMERMAN SUSAN	207 SOUTH WASHINGTON ST	MONROE	NC	28112
09232146	BRADLEY CAROL		300 S CHARLOTTE AVE	MONROE	NC	28112
09232176	ROLDAN JENNIFER		1405 DUBLIN PL	MONROE	NC	28112

STAFF REPORT
PLHR-2023-00198

TO: Historic District Commission Members

DATE: July 10, 2023

FROM: Keri Mendler, Senior Planner

PREPARED BY: Keri Mendler, Senior Planner

SUBJECT: Certificate of Appropriateness request at 504 W. Windsor Street

SUMMARY STATEMENT

The Historic District Commission is requested to consider a Certificate of Appropriateness from April Moore. The applicant has requested approval to replace existing wood shingle siding with horizontal fiber cement siding at 504 W. Windsor St. The applicant has also requested to replace the existing three over one wood windows with like design and material windows as well as replace the existing tongue and groove porch floor with like design and materials. These items are approved by staff.

SITE DATA

Type of Action:	Certificate of Appropriateness
Date of Petition:	6-16-23
Name of Petitioner:	April Moore
Location:	504 W. Windsor Street
Tax ID #:	09-232-202
Lot Size:	0.11 acres
Zoning Classification:	RMD (Residential Medium Density)

GENERAL INFORMATION

Characteristic Craftsman features enliven this one-story shingle-sided bungalow which is topped by a clipped gable roof--both the body of the house and the front porch. The double-pile dwelling has a three-bay facade consisting of paired four over one sash windows flanking a craftsman door. Square-section posts on brick piers support the porch, and exposed rafter ends and key and triangular braces decorate the eaves. Corbelled-cap brick chimneys are in exterior end and interior locations.

RELEVANT DESIGN STANDARDS

Exterior Walls (pg. 51)

1. If replacement of an exterior wall feature or detail is necessary, replace only the deteriorated detail or element in kind rather than the entire feature. Match the original in design, dimension, detail, material, and texture. Consider a compatible substitute material only if replacement in kind is not feasible.
The applicant is requesting to replace the existing wood shingle siding with horizontal fiber cement siding. The applicant has indicated the existing siding is deteriorated to the point of disrepair and they are unable to salvage any pieces.
 2. If replacement of an entire exterior wall or feature is necessary due to deterioration, replace it in kind, matching the original in design, dimension, detail, texture, color, and material. Consider compatible substitute materials only if using the original material is not feasible.
The applicant is requesting to replace the existing wood shingle siding with horizontal fiber cement siding. The applicant has indicated the existing siding is deteriorated to the point of disrepair and they are unable to salvage any pieces. There are a number of companies that make fiber cement shingle siding as an alternative to horizontal siding.
 3. It is not appropriate to remove or cover any material or detail associated with exterior walls, including decorative shingles, panels, brackets, bargeboards, and corner boards, unless an accurate restoration requires it.
The National Register Survey indicates this house was shingle sided at the time of the survey, the applicant is requesting to replace this shingle siding with horizontal fiber cement siding.
 4. It is not appropriate to replace or cover historic wall material, including wood siding, shingles, brick, stucco and stonework with coatings or contemporary substitute materials.
The applicant is requesting to replace wood shingle siding with fiber cement materials.
 5. It is not appropriate to replace wooden shingles with clapboards on an exterior wall.
The applicant is requesting to replace wood shingles with fiber cement horizontal siding.
 6. It is not appropriate to replace a deteriorated exterior wall surface material on a primary or other highly-visible elevation with a composite substitute material.
The applicant is requesting to replace the existing wood shingle siding on all side with horizontal fiber cement siding.
-

PROPOSED FINDINGS

Staff offers the following Proposed Findings:

1. The subject property located at 504 W. Windsor Street is owned by Cardinal Capital Fund, 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 June 16, 2023, the applicant applied for a COA to request approval to replace existing wood shingle siding with horizontal 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 request to replace existing wood shingle siding with horizontal fiber cement at 504 W. Windsor Street as presented (is/is not) congruous in concept according to the *Exterior Wall* standards of the *South Monroe Historic District Standards*:

Exterior Walls (pg. 51)

1. If replacement of an exterior wall feature or detail is necessary, replace only the deteriorated detail or element in kind rather than the entire feature. Match the original in design, dimension, detail, material, and texture. Consider a compatible substitute material only if replacement in kind is not feasible.
2. If replacement of an entire exterior wall or feature is necessary due to deterioration, replace it in kind, matching the original in design, dimension, detail, texture, color, and material. Consider compatible substitute materials only if using the original material is not feasible.
3. It is not appropriate to remove or cover any material or detail associated with exterior walls, including decorative shingles, panels, brackets, bargeboards, and corner boards, unless an accurate restoration requires it.
4. It is not appropriate to replace or cover historic wall material, including wood siding, shingles, brick, stucco and stonework with coatings or contemporary substitute materials.
5. It is not appropriate to replace wooden shingles with clapboards on an exterior wall.
6. It is not appropriate to replace a deteriorated exterior wall surface material on a primary or other highly-visible elevation with a composite substitute material.

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

Attachments:

1. Aerial Map
2. Zoning Map
3. HD Map
4. Application
5. Existing Siding
6. Proposed Siding
7. APO Map

8. APO List

Prepared by: KM 6-22-23



Aerial Map

PLHR-2023-00198

Legend

-  Centerlines
-  Parcels

Existing: RMD
(Residential Medium Density)

Owner: Cardinal Captial, LLC

Acres: .11



0 40 80
 Feet

Zoning Map

PLHR-2023-00198

Legend

— Centerlines

▭ Parcels

Zoning Districts

▭ RMD

Existing: RMD
(Residential Medium Density)

Owner: Cardinal Captial, LLC

Acres: .11



0 40 80
Feet

W MORGAN ST

N COLLEGE ST

N CRAWFORD ST

W WINDSOR ST

S COLLEGE ST

S CRAWFORD ST

Historic District Map

PLHR-2023-00198

Legend

- Centerlines
- Parcels
- Historic District

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

Owner: Cardinal Captial, LLC

Acres: .11



0 40 80
Feet

W MORGAN ST

N COLLEGE ST

N CRAWFORD ST

W WINDSOR ST

S COLLEGE ST

S CRAWFORD ST

HISTORIC DISTRICT COMMISSION
APPLICATION FOR REVIEW

FOR STAFF USE ONLY

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

1. Property location: 504 W Windsor
Applicant's name: April Moore
Applicant's address: 4 Twin Oaks Lane
Isle of Palms, SC 29451
Applicant's telephone number: 954.647.9053
Applicant's email address: April.Pmoore@me.com
Property Tax identification number: _____ parcel 09232202

2. The property is owned by (if different from above): Cardinal Capital LLC
Address: 733 Skinner Rd Shelby, NC 28152 Telephone: 954.647.9053

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

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).

April Moore
Applicant- Printed

April Moore
Applicant- Signed

6-16-23

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.

June 16, 2023

On November 30, 2021 my husband and I purchased 504 W Windsor St along with a partner who we were told was a licensed GC, with the hopes of restoring the home to it's original beauty.

After a little over a year of delays and excuses (and no work being done at all on the property) we discovered that our partner was not a licensed GC at all and had stolen hundreds of thousands of dollars from us.

Earlier this year we were finally able to have him deed the 504 W Windsor property over to us. My husband and I are the sole owners of the property now.

Once we were over this hurdle, we then began the long, laborious process of searching for a legitimate, licensed GC who would be willing to take the project on.

What we discovered is that most would not. They believe the home to be in much to dilapidated condition to restore and many tried to convince us to tear the home down..it is true, it would be much less expensive to do so.

But we also believe in the mission of the Historic District Commission in Monroe and decided we would persevere until we found a GC who could make appropriate renovations that would maintain the original beauty and integrity of the home.

We have found that in Signature Builders. They have agreed to take on the project and have spent countless hours researching materials, tracking down distributors who could provide these materials, and discussing the project with us.

Our desire, along with Signature Builders is to restore 504 W Windsor to as much of it's original beauty as possible, while improving on it's stability and structure.

We have already installed a new roof (after receiving approval to do so) with the same color and material as the original roof.

We would like to also replace the windows, (which you can see from the photos I provided are in terrible condition), with like windows (wood frame, 3 over 1, etc). This is much more expensive to do, but we believe it to be appropriate.

We would also like to rebuild the porch with same tongue in groove, perform maintenance to columns, etc using all original materials as well.

The current siding on the home is cedar shake and unfortunately is completely dilapidated. It has been completely ruined by erosion, termites and quite literally disintegrates in our hands when we touch it.

After much research we have found it would be impossible to restore it, retain any of it or replace it.

We have read the Historic Guidelines to find other acceptable materials for the home and we found that hardie board is on the approved list and has been used in other Historic homes in the district. We would like to install plank Hardie board, painted a light grey.

We are seeking approval to replace the current, destroyed, cedar shake siding with plank Hardie Board, installed horizontally. at this time (along with the other listed improvements).

We appreciate your time and consideration and look forward to moving forward with the home restoration. We know it will be a much appreciated project for the community who has been hoping someone would come along and fix it up for quite some time!



Jun 16, 2023 at 7:06:48 AM
34.981382° N 80.554791° W



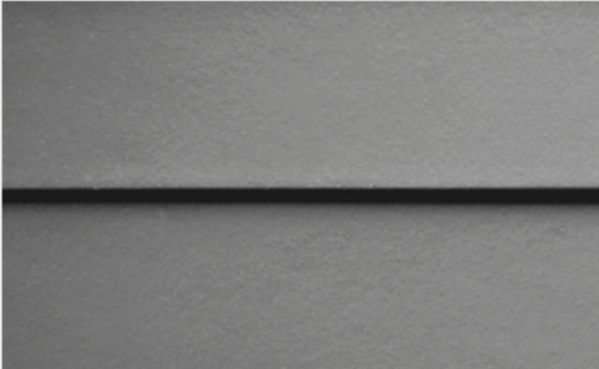
Jun 16, 2023 at 7:06:02 AM
34.981441° N 80.554642° W



Jun 16, 2023 at 7:07:18 AM
34.981333° N 80.554790° W



Jun 16, 2023 at 7:05:40 AM
34.981443° N 80.554629° W



HARDIE® PLANK LAP SIDING

SMOOTH

You can't go wrong with this sleek, modern siding. Find the perfect color in our Statement Collection products or Dream Collection products. Or get it primed for paint.



THE STATEMENT COLLECTION™

Classic shades—engineered with long-lasting ColorPlus® Technology—will make a statement that resonates for generations. The tried and true colors of James Hardie's Statement Collection™ products were designed for every home. They're our most popular hues. And they are readily available in your region.

APO Map

504 W. Windsor St.

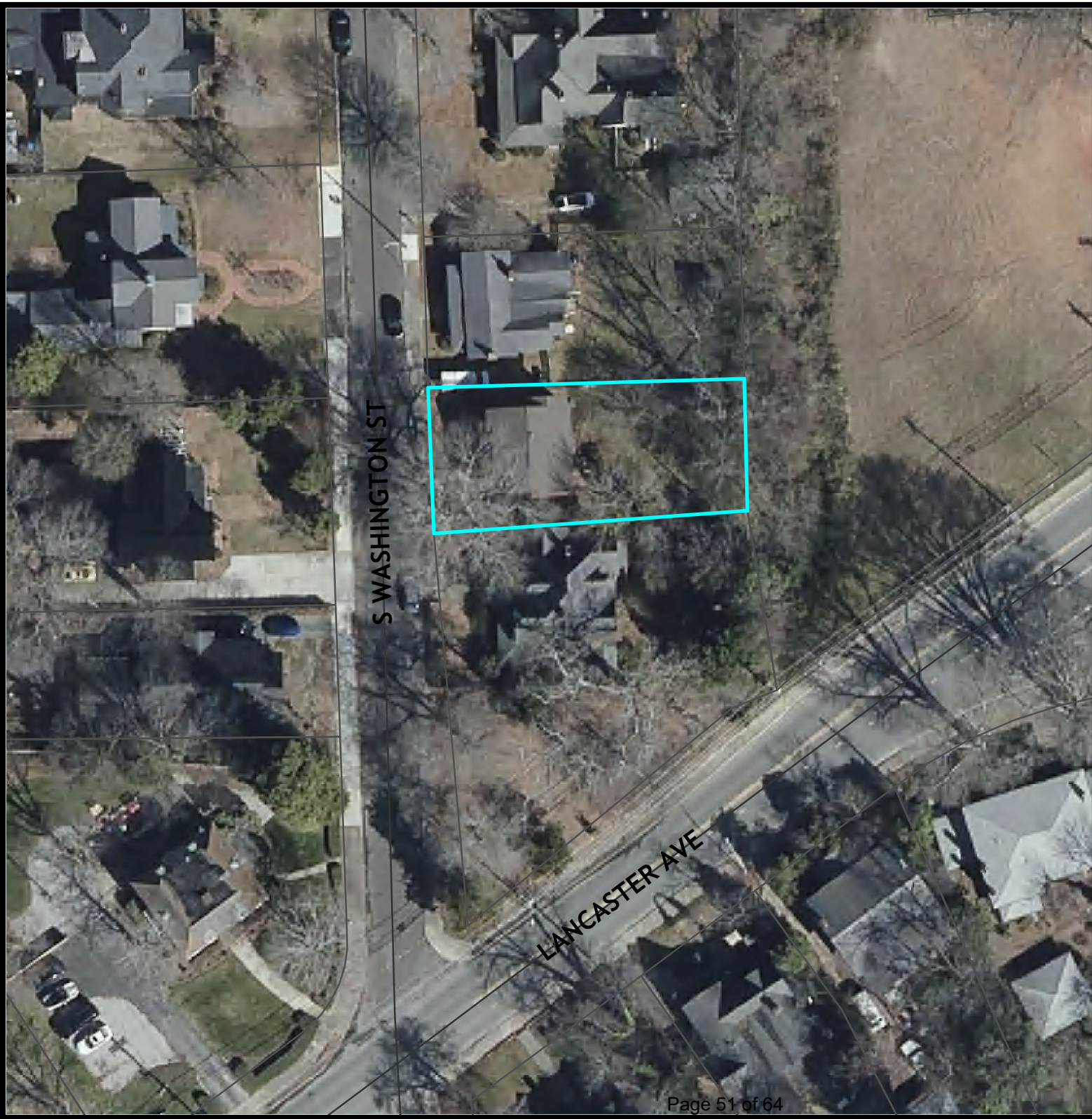
Legend

- Centerlines
- Parcels
- 150-ft Buffer

- Notified Properties
- Subject Property



ACCTNO	OWNERNAME1	OWNERNAME2	OWNERADDRE	OWNERCITY	OWNERSTATE	OWNERZIP
09232172	DELANEY HERBERT STANHOPE	LEDFORD TRACY RENEE	9221 MCELROY RD	WAXHAW	NC	281739038
09232201	NORTH MECKLENBURG PROPS LLC		PO BOX 601	STANLEY	NC	28164
09232204	COOKE JESSICA	COOKE STEVEN	103 N CRAWFORD ST	MONROE	NC	28112
09232207	HEISNER PATRICE A	HEISNER WILLIAM R	408 W WINDSOR ST	MONROE	NC	28112
09232173	MURRAY KEVIN D	MURRAY MARTHA R	2006 WALKUP AVE STE A200	MONROE	NC	28110
09232198A	HOLLOWAY FRANKLIN		109 N COLLEGE ST	MONROE	NC	28112
09232219	TRAVIS ELIZABETH ELLEN		201 N CRAWFORD ST	MONROE	NC	28112
09232182	AUSTIN JOE E JR		105 ESK CT	CARY	NC	27511
09232198B	DEESE MARY ELLEN		607 W MORGAN ST	MONROE	NC	28112
09232171	RAINE ARTHUR GEOFFREY	RAINE PAMELA	411 WINDSOR ST	MONROE	NC	28112
09232203	SHANLEY LAURA		108 N COLLEGE ST	MONROE	NC	28112
09232206	HEISNER WILLIAM		408 W WINDSOR ST	MONROE	NC	28112
09232220	DT SQUARE PROPERTIES LLC		PO BOX 29586	CHARLOTTE	NC	28229
09232218	HIGGINS NATASHA FAITH		202 N CRAWFORD ST	MONROE	NC	28112
09232184	DALLEY DAVID A TRUSTEE		110 S COLLEGE ST	MONROE	NC	28112
09232199	CTJ INVESTMENT GROUP LLC		PO BOX 482	MONROE	NC	28111
09232205	MOORE JENNIFER REBECCA	MOORE GREGORY RALPH	101 N CRAWFORD ST	MONROE	NC	28112
09232221	KNOX WALTER		203 N COLLEGE ST	MONROE	NC	28112
09232183	SHEPARD JUDIE MOSER		505 WEST WINDSOR ST	MONROE	NC	28112
09232198	CHAMBERS TEDDY L	CHAMBERS PATRICIA M	604 W WINDSOR ST	MONROE	NC	28112
09232202	CARDINAL CAPITAL, LLC		733 SKINNER RD	SHELBY	NC	28152



Aerial Map

PLHR-2023-00201

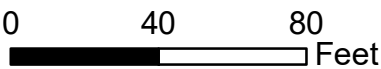
Legend

-  Centerlines
-  Parcels

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

**Owner: Matthew Blake
Belk, Jr.**

Acres: .15



Zoning Map

PLHR-2023-00201

Legend

 Centerlines

 Parcels

Zoning Districts

 RMD

 OM

Existing: RMD
(Residential Medium Density)

**Owner: Matthew Blake
Belk, Jr.**

Acres: .15



0 40 80
 Feet

Historic District Map

PLHR-2023-00201

Legend

- Centerlines
- Parcels
- Historic District

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

**Owner: Matthew Blake
Belk, Jr.**

Acres: .15



0 40 80
Feet

7/10



HISTORIC DISTRICT COMMISSION APPLICATION FOR REVIEW

FOR STAFF USE ONLY

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

1. Property location: 503 S. Washington St.
 Applicant's name: Matthew Blake Belk, Jr.
 Applicant's address: 503 S. Washington 28112
 Applicant's telephone number: 704-292-4313
 Applicant's email address: Blake-belk@gmail.com
 Applicant's FAX number: _____
 Property Tax identification number: 09-235-225 - full tax card attached

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

3. The following Certificate of Appropriateness is requested for: front facade, 503 S Washington
 Please provide a brief description of the project _____

We plan to install a full width one story front porch, with columns and rafter details to match the original c. 1901 construction. Porch ceilings to be beaded board. Total of three columns. Matching fascia and column bases -

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).

M. Blake Belk, Jr.
 Applicant- Printed

[Signature]
 Applicant- Signed

pictures emailed of columns shingles to match second floor roof

6/22/23
 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.





— Faust-Craig House; ca. 1875, 1900



503 S. Washington Street; ca. 1930







APO Map

503 S. Washington St.

Legend

- Centerlines
- Parcels
- Parcels_Buffer495
- Notified Properties
- Subject Property



ACCTNO	OWNERNAME1	OWNERNAME2	OWNERADDRE	OWNERCITY	OWNERSTATE	OWNERZIP
09235218	CROSS JESSICA M		506 S WASHINGTON ST	MONROE	NC	28112
09235107A	MCBETH DAMON T	MCBETH TESSA M	3419 RICHARDS XING	FORT MILL	SC	29708
09235219	PRICE RICHARD	PRICE JULIA	504 S WASHINGTON ST	MONROE	NC	28112
09235226	NEMER SANDRA STEWART HEIRS		505 S WASHINGTON ST	MONROE	NC	281125568
09235101	OSMAN MOHAMED S		207 W HOUSTON ST	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
09235104	CHAMBERS MICHAEL R	CHAMBERS CHRISTY K	301 LANCASTER HWY	MONROE	NC	28112
09235220	LOBERGER DALE A		502 SOUTH WASHINGTON ST	MONROE	NC	28112
09235105	MILLER MARK THOMAS SPECIAL NEEDS TRUST	C/O RICHARD G LONG III	316 N HAYNE ST	MONROE	NC	28112
09235214	SHERROD ROBERT G JR		221 S BRAGG ST	MONROE	NC	28112
09235217	BELK MATTHEW	BELK STEPHANIE	400 LANCASTER AVE	MONROE	NC	28112
09235221	AGLIARDO RICHARD	AGLIARDO VELVET	402 WASHINGTON ST	MONROE	NC	28112
09235225	LAZARUS PROPERTIES LLC		400 LANCASTER AVE	MONROE	NC	28112
09235228	CITY OF MONROE		PO BOX 69	MONROE	NC	281110069
09235106	WILKINSON ANGELA	WILKINSON RICHARD KENT	307 LANCASTER AVE	MONROE	NC	28110
09235224	LAZARUS PROPERTIES LLC		400 LANCASTER AVE	MONROE	NC	28112



STAFF REPORT
PLHR-2023-00201

TO: Historic District Commission Members

DATE: July 10, 2023

FROM: Keri Mendler, Senior Planner

PREPARED BY: Keri Mendler, Senior Planner

SUBJECT: Certificate of Appropriateness request at 503 S. Washington St.

SUMMARY STATEMENT

The Historic District Commission is requested to consider a Certificate of Appropriateness (COA) from Matthew Belk. The applicant has requested approval to alter the front porch roof at 503 S. Washington.

SITE DATA

Type of Action:	Certificate of Appropriateness
Date of Petition:	6-22-23
Name of Petitioner:	Matthew Blake Belk, Jr.
Location:	503 S. Washington Street
Tax ID #:	09-235-225
Lot Size:	0.15 acres
Zoning Classification:	RMD (Residential Medium Density)

GENERAL INFORMATION

This two-story Craftsman house features a double-pile, side-hall plan topped by a side gable roof with a low-pitched gable centered on the facade. A four-part window on the first floor of the two-story gabled bay on the north elevation has been partially boarded up. Full height brick piers support the gabled entrance-bay portico on the right (south) bay of the three-bay facade. To the left are large ten over ten sash windows. Other windows have six over one sash. The roof eaves have triangular knee braces. Exterior end chimneys are located on the side elevations; that on the south elevation has been rebuilt

RELEVANT DESIGN STANDARDS

Porches, Entrances, & Balconies (pg. 57)

1. Retain and preserve historic porches, entrances, balconies, and terraces and their decorative and functional features that are important in defining the historic character of a district building — such as columns, pilasters, balustrades, brackets, latticework, soffits, and tongue-and-groove flooring— as well as their finishes.
The applicant is requesting approval for previously removing a gabled porch roof on the right side of the house and constructing a full length porch roof. The previous porch roof was asphalt shingles and had full brick columns. The applicant is requesting a shed roof with asphalt shingles with half brick columns and square posts above the brick.
2. If replacement of a deteriorated porch, entrance, or balcony feature or detail is necessary, replace only the deteriorated detail or element in kind rather than the entire feature. Match the original in design, dimension, detail, material, and texture. Consider a compatible substitute material only if replacement in kind is not feasible.
The applicant has removed the existing side gabled porch roof with a full length shed style roof. The previous porch roof was asphalt shingles and had full brick columns. The applicant is requesting a shed roof with asphalt shingles with half brick columns and square posts above the brick.
3. If replacement of an entire porch, entrance or balcony feature is necessary due to deterioration, replace it in kind, matching the original in design, dimension, detail, texture, color, and material. Consider compatible substitute materials only if using the original material is not feasible.
The applicant has removed the existing side gabled porch roof with a full length shed style roof. The previous porch roof was asphalt shingles and had full brick columns. The applicant is requesting a shed roof with asphalt shingles with half brick columns and square posts above the brick.
4. It is not appropriate to remove an intact, original porch or entrance to add a new porch or entrance on a primary façade where it is in view from the public right-of-way.
The applicant has removed the existing side gabled porch roof with a full length shed style roof. The previous porch roof was asphalt shingles and had full brick columns. The applicant is requesting a shed roof with asphalt shingles with half brick columns and square posts above the brick.

PROPOSED FINDINGS

Staff offers the following Proposed Findings:

1. The subject property located at 503 S. Washington Street is owned by Matthew Belk, Jr. 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 June 22, 2023, the applicant applied for a COA to request approval for previously starting work to alter the front porch roof. The applicant removed the single-sided gabled porch roof and has started construction on a full length shed porch roof. (Exhibit 4-7)
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 8-9)

CONCLUSIONS

The proposed request for approval of previously altering the front porch from a single-sided gabled front porch roof to a full-length shed porch roof at 503 S. Washington Street as presented (is/is not) congruous in concept according to the *Porches, Entrances, and Balcony* standards of the *South Monroe Historic District Standards*:

Porches, Entrances, & Balconies (pg. 57)

1. Retain and preserve historic porches, entrances, balconies, and terraces and their decorative and functional features that are important in defining the historic character of a district building — such as columns, pilasters, balustrades, brackets, latticework, soffits, and tongue-and-groove flooring— as well as their finishes.
2. If replacement of a deteriorated porch, entrance, or balcony feature or detail is necessary, replace only the deteriorated detail or element in kind rather than the entire feature. Match the original in design, dimension, detail, material, and texture. Consider a compatible substitute material only if replacement in kind is not feasible.
3. If replacement of an entire porch, entrance or balcony feature is necessary due to deterioration, replace it in kind, matching the original in design, dimension, detail, texture, color, and material. Consider compatible substitute materials only if using the original material is not feasible.
4. It is not appropriate to remove an intact, original porch or entrance to add a new porch or entrance on a primary façade where it is in view from the public right-of-way.

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

Attachments:

1. Aerial Map
2. Zoning Map
3. HD Map

4. Application
5. Previous Conditions
6. Current Conditions
7. Proposed Final Conditions
8. APO Map
9. APO List

Prepared by: KM 6-23-23