

HISTORIC DISTRICT COMMISSION MEETING



Monday, July 13, 2020– 6:30 P.M.
Conference Room – City Hall
300 West Crowell Street - Monroe, NC

-
- | | |
|------------------------|--|
| <u>Item 1.</u> | Call to Order – Roll Call |
| <u>Item 2.</u> | Approval of Minutes – June 8, 2020 |
| <u>Item 3.</u> | Conflicts of Interest |
| <u>Item 4.</u> | <u>COA 20-15000042 Certificate of Appropriateness</u> – The Historic District Commission is requested to consider a Certificate of Appropriateness request from Angela McMillian-Orr to install a wood pavilion with a cupola and to install brick stairs leading up to the porch for the property located at 607 S. Church Street (Tax ID# 09-234-117) |
| <u>Item 5.</u> | <u>COA 20-15000044 Certificate of Appropriateness</u> – The Historic District Commission is requested to consider a Certificate of Appropriateness request from Donna Thrasher to install a wood pergola for the property located at 504 S. Hayne Street (Tax ID# 09-235-038) |
| <u>Item 6.</u> | COA Log |
| <u>Item 7.</u> | FY 2020 COA Statistics |
| <u>Item 8.</u> | Code Enforcement Discussion |
| <u>Item 9.</u> | Next Meeting: August 10, 2020 |
| <u>Item 10.</u> | Adjournment |

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

HISTORIC DISTRICT COMMISSION MINUTES
MONDAY, JUNE 8, 2020 AT 6:30 PM
CONFERENCE ROOM - CITY HALL
300 West Crowell Street, Monroe, North Carolina

To be Approved at the July 2020 Meeting
Attendees to Sheri Laney on 6-9-20

ITEM 1: Call to Order.

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

Members Present: Richard F. Ali, Bob Bullard, Philip Millward, Jennifer Smith, Susan Sganga (alternate) and Archie Morgan (alternate)

Members Absent: James Kerr and Megan Woazeah

Staff Present: Keri Mendler, Planner, Ashley Britt, Assistant City Attorney (on Zoom) and Maryann Brown, Administrative Assistant

Guests: Hayden Desio

Susan Sganga (alternate) and Archie Morgan (alternate) were seated in the audience. Chairman asked Susan Sganga and Archie Morgan to sit on the dais with the Commission to fill in for James Kerr and Megan Woazeah, who were absent.

ITEM 2: Approval of Minutes.

Chairman asked the Board if there were any questions, additions or deletions to the minutes of the May 11, 2020 meeting. He called for a motion to adopt the minutes of the meeting.

Motion: Jennifer Smith moved to approve the minutes of the May 11, 2020 meeting.

Second: Philip Millward

Action: The motion to approve the minutes passed unanimously.

ITEM 3: Conflicts of Interest.

Chairman said there is a conflict of interest tonight. Philip Millward recused himself from Item 4.

Chairman said Philip is recusing himself from the vote but he is going to make a presentation on behalf of the property owner.

ITEM 4: COA 20-15000033 Certificate of Appropriateness – The Historic District Commission is requested to consider a Certificate of Appropriateness request from Philip Millward to enclose half of the existing deck with a screened in area and roof at the property located at 203 S. Washington Street (Tax ID #09-232-144)

Chairman asked any parties offering testimony to come forward and be sworn. Keri Mendler and Philip Millward came forward and were sworn.

Keri Mendler, Planner, introduced this item and said this is a COA request from Philip Millward to enclose half of the existing deck with a screened in area and roof at 203 S. Washington Street. She said the findings are as follows:

Findings:

1. The subject property located at 203 S. Washington Street is owned by Hayden Desio and is zoned R-10 (Residential-High Density) and OT (Office Transitional). (Exhibit 1-2)
2. The property is located in the South Monroe Historic District. (Exhibit 3)
3. On April 30, 2020 the applicant applied for a COA to construct a screened in area and roof over half of the existing deck on the rear elevation. (Exhibit 4-6)
4. The proposed structure does meet the review criteria for a Certificate of Appropriateness according to Section 156.202 of the Unified Development Ordinance.
5. All adjacent property owners have been notified of the Certificate of Appropriateness request. (Exhibit 7)

Keri said staff has provided the appropriate guidelines and conclusions in the staff report. She said she would be happy to answer any questions and Philip is here as well to answer any questions.

Chairman asked if there were any questions.

Archie Morgan said to Philip that there is a door from the deck going to the screened porch. He asked if there was access from inside the home. Philip said there are two (2) doors---a single door and the French doors.

Chairman asked Philip if the size of the screened in part is 14' x 14'. Philip said yes.

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

Chairman asked if someone would like to make a motion on the Findings of Fact for COA 20-15000033.

Keri said as a reminder the relevant design guidelines are in the staff report and you have a sample motion sheet.

Motion: Jennifer Smith moved that the Historic District Commission find as fact that the

proposed project COA application No. 20-15000033, if constructed according to the plans reviewed at this meeting, is congruous with the character of the district because of the guidelines as stated. Therefore, the application is generally in harmony with the special character of the neighboring properties and/or the historic district as a whole.

Second: Archie Morgan

Action: The motion to approve passed unanimously.

Motion: Bob Bullard said based on the preceding findings of fact, he moves that the Historic District Commission grant a Certificate of Appropriateness to Philip Millward regarding the proposals as shown in application No. 20-15000033.

Second: Richard Ali

Action: The motion to approve passed unanimously.

ITEM 6. Other

Discussion on Code Enforcement was held. Archie Morgan said he was under the assumption that everything we do is under State regulation as far as what we can approve and disapprove in the historic district. He said the City of Monroe does have Code Enforcement. Keri said yes. He said he wanted to discuss this with this Board first, before going to City Council. He said anyone in the City can report anything they see; the City makes it very easy. He said Code Enforcement tells the property owner who reported the complaint with the City. He said that is wrong. He said if Code Enforcement shows up and there is not grass two (2) feet tall, then they drive on by. He said if they tell someone that Archie down the street reported them for high grass, that person is potentially going to come to his house. He said there is no need to put your name down when you make a report.

Keri said Ashley is on the line if she is needed. She said basically, if we receive any kind of complaint or even if it is not a complaint, a phone call, etc., it is in the public record unless you request to remain anonymous. Archie Morgan said you really cannot because the public issue reporting section on the City website asks for your name and where you live. Keri said she cannot speak to you about this because it is not just for Code Enforcement when you make a complaint in this system. She said when somebody puts in a complaint or concern about something, it then gets filtered to whatever department that needs to handle it, not just Code Enforcement.

Archie Morgan said if you report something on the website, you can put in a fake name and address. He said with Code Enforcement telling people who complained, it is potentially hazardous. He said there is no real need for names to be given. He said if they are in violation, they are in violation. Keri said she does understand this concern but unfortunately it is public record. She said if we are asked who called or made the complaint, we are required to give that information because it is public record.

Philip Millward said you have to tell the employee not to mention your name. Keri said this does not address the online forum, but once you put your information out there, that is a public record. She said if we are asked who called or who made the complaint, we have to release that information if we are asked.

Bob Bullard asked why do you have to release someone's name, is it a law? Keri said yes. She said it is just like the Freedom of Information Act. Mr. Bullard said if he sees his neighbor beat his wife...Keri said legal matters like that are different.

Chairman asked why is it that when you call 911 and they ask for your name, it is never given out. Keri said she is not sure.

Chairman asked Keri if Code Enforcement is acting proactively or on a complaint only basis. Keri said it is her understanding that it is proactively, they drive around and look for high grass, etc. Archie Morgan said the Code Enforcement vehicles never stop. He said they never get out of the car. Keri said they are constantly rotating throughout the City. She said they write down addresses and get a picture as needed.

Ashley Britt said she wanted to add that law enforcement has an exception to the public records law and that is why they may not have to disclose some information when you call in for law enforcement reasons. She said the City of Monroe has to disclose anything we have a record of because of public records laws and that is from the State.

Chairman asked Ashley if the City of Monroe acts differently than say other cities of like size, like Concord or Salisbury. Ashley said no, every City has to abide by State law. She said if we have a record of a name for a Code Enforcement reason, we have to disclose this. She said if it is an e-mail or voice mail, that is something that can be disclosed. She said if somebody asks for it, it does not fall into an exception to the law, like a police investigation would.

Ashley said if somebody was talking to us and there was no written record of it and they asked to remain anonymous, there would be no record to disclose so we would not have to tell. She said otherwise, we do not have a choice.

Chairman asked Ashley for the ways that a resident can make a complaint so that information is not given out. Ashley said if they call and talk to somebody directly on the phone vs leaving a voice mail (which would be leaving a record) there would be no record to disclose in that case. She said she would have to get with the IT Department in terms of the online complaint form. She said she does not know if there is a way that you can do this without giving a name. She said she is not sure how this would work. She said if IT could do this without you having to give a name, then we would have no names to give if we were ever asked for it.

Chairman said to Ashley if someone calls in, even if they do not give their name, you know who has called in. He asked if this was correct. Ashley said it does not matter if we know it because the information is not a public record. She said we are not obligated to create a record. She said if a record exists, we have to turn it over. She said if you were to send an e-mail, that record would exist and we would have to disclose it. She said if we were just having a conversation, there is no record per se of it to turn over. She said this is how the law defines public record.

Jennifer Smith said to Ashley that about six (6) years ago somebody reported some things that she and her husband were doing to their house. She said her husband asked Code Enforcement who reported the complaint and Code Enforcement would not tell. Ashley said that might have been because Code Enforcement spoke to the person over the phone. She said the person can request to be anonymous if there is no actual record that exists. She said if the person who complained e-mailed Code Enforcement, then State law would require Code Enforcement to give you that e-mail. She said if they just spoke to somebody on the street and had a conversation, that is different because that is not a record.

Chairman said he had been on another board where the same type of questions were asked. He said is the name given only if that person asks who reported the complaint or is Code Enforcement bound to give out the name of the person who gave the complaint whether or not the person asked. Ashley said it is only if somebody asks. She said we have tons of things that are public record but if nobody requests them, then we do not give them out. She said it is only if somebody asks for it.

Archie Morgan asked Ashley what if Code Enforcement was told about a particular property for literally years and nothing has been done about it. He asked what is the next avenue. Ashley said she would need to know the property and talk to Code Enforcement because she knows they do act on complaints that they receive. She said if the property does not comply there are several avenues we can go through to enforce compliance. She said it is a process so anything like that she would need specific information.

Archie Morgan said let's say you have a house in the historic district and you have a wraparound front porch. He said the porch is full of junk, old furniture, refrigerator and you can't even get around the porch because of all this stuff. He asked if that is a violation of the historic district.

Keri said Code Enforcement has its rules and regulations. She said the historic district does not do anything like minimum housing or public health nuisances. Chairman said the house that Archie is talking about, regardless of whether it is in the historic district or outside of the historic district, it is still a violation of City Code. Archie Morgan said he understands what she is saying. He said it is not an historic district matter...Keri said you have to be treated the same way by Code Enforcement, whether you are in the historic district or outside the historic district.

Archie Morgan asked if the historic district had any purview of what can be in your yard, i.e., vehicles, tagged or untagged, uncovered boats. Keri said it is not historic district specific, it is Code Enforcement or Police Department.

Jennifer Smith said she has reported five (5) times that there are four (4) properties on the backside of Parker Street that have dog runs in the front yard and the dogs do not have any shelter or any screening from heat. She said nothing has been done; they are still out in the front yard. Chairman said if that is like Jennifer says it is, it shouldn't have to be called in. He said that should be Code Enforcement driving by and they should see it on a daily basis. Keri said Code Enforcement doesn't handle animal concerns. Archie Morgan said if someone complains about this, then the City's job is to decide who will handle this.

Jennifer Smith asked if you can have farm animals in the City Limits. Keri said she does understand all your concerns but unfortunately it is not just Code Enforcement that deals with this. She said yes, you are all citizens and have concerns. She said this is a little bit outside the purview of the Historic District. She said she recommended if you have these concerns, submit them or give Planning and/or Code Enforcement a call. She said animal concerns are usually the Police Department.

Chairman asked if it would be appropriate for someone to brief us at one of our meetings on Code Enforcement in general so that we know how they operate. He said he understands that this is not in this Board's purview. Ashley said it is not in this Board's purview to discuss general Code Enforcement matters. She said she did not know if your meeting would be the appropriate forum for that. She will talk to the City Attorney about this.

Chairman said obviously someone can go to City Council and bring this up but would there be any way of having an item on a City Council agenda that would be the topic of Code Enforcement and detail how Code Enforcement is operating, the proactive vs. the complaint only, the public record part of it, what is a violation of code, etc.

Ashley said the City Manager would be the person who would place an item where it needs to be. She said we have several Council committees that deal with various issues. She said Public Safety deals with Police and Animal Control issues. She said it might be appropriate to take it to one of those committee or possibly a Strategic Meeting of City Council, rather than a regular Council meeting.

Archie Morgan said these are legitimate complaints and if they are falling on deaf ears you are going to have only as good as a city or historic district as you have teeth in these regulations. He said there are people that keep their dogs tied up in the yard in the sun, people piling up trash in their backyards, lawn mowers that haven't cranked in 20 years sitting out in the weeds, and boats not covered with mosquitoes breeding in the water in the boats. Ashley said a lot of times the stuff in the back yards is harder to enforce from a Code Enforcement standpoint. She said certainly something like a breeding ground for mosquitoes is definitely a public health issue. She said there are some things that may not be pretty or are unsightly but that doesn't necessarily rise to the level of a public health nuisance. She said the City is limited by what we can do with that as well.

Archie Morgan said that he understands all of that but you can plainly see all he is talking about. He said there is a house at Church and Green that had staff approval for a privacy fence. He asked Keri if she looked at that fence. Mr. Morgan asked if she saw any problem with the fence. Keri said it meets the guidelines and zoning ordinance. Jennifer Smith said that is the problem. She said the guidelines need to be changed. Mr. Morgan said the fence was put up to hide all of their stuff in the backyard. He said the fence is multi-level and there are big gaps underneath it. He said it was not properly built and if he paid to have a fence installed this is something he would not have envisioned. Keri said the City has sent letters to that property owner regarding home occupation and they said they are not bringing a business there and unfortunately we have our purview as well and if we cannot tell if a business is actually going on, it's hard for us to actually enforce.

Chairman said that since this has been brought up tonight, he has only lived in Monroe for five (5) years. He said he knows for a fact that going back ten (10) years, people within that general radius of that house have complained about the house to Code Enforcement numerous times. He said it's about the untagged cars in the back, the uncovered boats that bring mosquitoes, and the commercial landscaping equipment that leaves every morning after they sharpen their equipment. He said every morning the workers come and park their vehicles in the backyard during the day. He asked how could that not be a commercial business. He said the gentleman then brings home his cuttings from the job and piles them up on Green Street for Waste Pro to pick up at our expense. He said this is not right. He said he has reported this to City Council. He said one (1) of our City Council members drove by to look at the house with him. He said the Council Member picked up the phone, while he (Richard Ali) was with him, called Code Enforcement, and said this is not right. He said this was three (3) years ago. He said the people next door have complained for health reasons because their daughter is deathly allergic to mosquitoes. He said if she gets bitten, she has major health issues. He said mosquitoes breed in those boats.

Keri said if they are leaving every morning and by the time we get there we cannot see if a business is operating, it is hard for us to prove. Chairman said if you give him some kind of immunity he will take photos or video every morning. He said what bothers him is that people that live around there have reported that house for at least ten (10) years. He said he knows the people that live in the house, and he feels bad for saying it because they try to have a good family life. He said the rest of it interferes, but the fact that they say they are not bringing in commercial business, they are, and they are running a business without a license. He said if you read City code about home occupation businesses, you can have a home business if it is family members that are working the business, not laborers or workers that are coming, parking their vehicles on the property during the day and driving out the big heavy commercial trucks loaded down with all the landscaping equipment.

Archie Morgan said over the weekend there are trailers there full of limbs. Chairman said usually there are 4 – 5 untagged cars in the backyard. Jennifer Smith said she walks there every night with her dogs and she sees this.

Archie Morgan said this is a valid concern. Jennifer Smith asked what it would take to get somebody to act on this. She said if this is recorded and it goes to City Council, why isn't something done? Archie Morgan said at our meetings we have to swear under oath and all that stuff to put a door in but people can have trash, untagged cars and boats on their property. He said our job here is the integrity of the historic district. He said he understands that code enforcement is not our purview...Bob Bullard said for folks that live in the historic district it is our purview.

Jennifer Smith said she understands that this Board has no control over this but who do you go to that does? Archie Morgan said you have to go to City Council meetings and sign up to speak. Jennifer Smith said she went door-to-door and collected every name in the neighborhood to get speed bumps put in on Houston Street and Parker Street and they use them as ramps. She said they just fly across them until they come to the stop sign. She said nobody stops; they run the four-way stop sign all the time.

Chairman explained to Keri that he was at the vet's office in Waxhaw with one of his animals. He was talking to one of the people there that he knows fairly well and who lives off of Concord Avenue. He said she spoke about a next door neighbor that had all this junk in their yard, several vehicles, and somebody living in one of the cars at night. He said he called a Council Member who went over the next morning with a Police Officer and an Officer who works with Code. He said all the junk was cleared out of the yard. He said the following day they went back with trucks and took all the cars out of the yard and made the owner clean up the yard. He asked why was this doable and no other things?

Chairman asked Ashley if she had anything to add. Ashley said she would talk to the City Attorney and get back to everyone at the next meeting about the proper forum for discussion about these issues. Chairman said to Ashley that we all understand that this is not a matter that is under the Historic District Commission.

Jennifer Smith asked Keri if she was able to check into the house at 105 Houston to see if it was operating as a duplex. Keri said she did. She said Code Enforcement had been in that house and they have indicated that it is a single-family home. Ms. Smith said there are two (2) sets of families living there and they have four (4) cars. Keri said the people living there have actually opened up the inside of the house and put an archway in the main wall. Philip Millward said there is one (1) single meter.

Discussion was held on duplexes and the 180-day rule regarding meters. Keri said they do get asked frequently about duplexes and meters but the house on Houston Street has one (1) meter so there are times when it is difficult to figure out who is living there. She said the entire duplex has to go vacant for more than 180 days to lose its non-conforming status, not just one (1) side. She said if they keep the utilities on, then it is considered active.

Chairman asked Keri about the house at 612 S. Hayne Street. Keri said the roof was staff approved.

Archie Morgan asked about the house at the very end of Washington Street and Lancaster Avenue. Discussion was held on the status of the home and the dilapidated state. Keri said she will ask Code Enforcement to check into the status of the home.

Chairman asked if there were any other issues of concern. There were none.

ITEM 7: **Next Meeting**

Chairman said the next meeting is scheduled for July 13, 2020 at 6:30 p.m.

ITEM 8: **Adjournment.**

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

Second: Philip Millward

Action: The motion to adjourn passed unanimously.

The meeting adjourned at 7:20 pm.

Respectfully submitted,

Richard F. Ali
Chairman

Maryann Brown /s/
Secretary to the Board



STAFF REPORT
Case # 20-15000042

TO: Historic District Commission Members
DATE: July 13, 2020
FROM: Doug Britt, Senior Planner
PREPARED BY: Keri Mendler, Planner
SUBJECT: Certificate of Appropriateness request at 607 S. Church Street

SUMMARY STATEMENT

The Historic District Commission is requested to consider a Certificate of Appropriateness from Angela McMillian-Orr to install a wood pavilion with a cupola and to install brick stairs where a wooden ramp was located at 607 S. Church Street.

SITE DATA

Type of Action: Certificate of Appropriateness
Date of Petition: 6-5-20
Name of Petitioner: Angela McMillian-Orr
Location: 607 S. Church St.
Tax ID #: 09-234-117
Lot Size: 0.51 acres
Zoning Classification: R-10 (Residential-High Density)

GENERAL INFORMATION

In 1899 Thomas J. Jerome purchased a house at this corner from J.W. Bivens. An attorney, Jerome was elected to the State Senate in 1898 and in 1900 ran for state attorney general. Jerome sold the house in 1907 to S.H. Greene for several times what he paid for it, and the present appearance of the house no doubt reflects additions made by Jerome. S.H. Greene, a railroad conductor, lived in the house through the 1920's. The two-story frame house has a single-pile main block with a two-story, gabled wing extending at the front. This front wing is semi-octagonal on both floors. A hipped porch with tall, turned posts and turned baluster railings runs around the front three elevations of the building, following its lines. The front entrance is off-center, next to the two-story bay, and has a leaded glass transom. At either side of the second floor façade are rectangular

oriel windows. The front portions of the house have exposed rafter tails and triangular brackets. Across the rear of the house is a hipped wing from which extends a gabled wing. These two wings have cornices with Victorian brackets. There is also a three-side bay window on the north side of the first wing. Except under the front porch, the house has two over two sash. The rear wing has a chimney with corbelled cap, but there is an unusual angled interior chimney on the front portion.

RELEVANT DESIGN GUIDELINES

Garage and Accessory Structure, pg. 35

1. Select materials and finishes for proposed garages or accessory buildings that are compatible with the primary building or other historic garages and accessory structures in the district in terms of scale, module, composition, pattern, detail, finish, texture, and color.
The applicant is proposing to install a 100% cedar wood pavilion with asphalt shingle roofing and a composite vinyl (PVC) Cupola that has an aluminum roof.
2. 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 install the pavilion in the rear yard behind the home.
3. 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 pavilion structure is a "DIY" project that is constructed with cedar wood materials. It is 12 feet x 12 feet and the height is 10 feet 5 inches tall. The proposed cupola is constructed of composite vinyl (PVC) materials and is 20 inches x 20 inches and 32 inches tall. The total height of the structures including the proposed cupola will be 13 feet and 1 inch tall.
4. It is not appropriate to introduce a new garage or accessory building if doing so will detract from the overall historic character of the primary building and the site or require removal of a significant building element or site feature, such as a mature tree or side porch.
The pavilion will be located in the back yard. Due to mature trees and plants and a brick wall, it is unlikely the pavilion will be very visible from the road.
5. It is not appropriate to introduce features or details to a garage or accessory structure in the district in an attempt to create a false historical appearance.
The applicant is requesting to add a cupola constructed of composite vinyl (PVC) materials on the top of the pavilion.

Additions, pg. 67

1. Introduce new additions in ways that are compatible with the character of the district setting and in ways that conform with all pertinent guidelines in the District Setting Section.
2. Introduce new additions only on non-character-defining elevations in locations, usually the rear elevation, that do not diminish or detract from the character of the district or the district

building.

The applicant is requesting to construct brick stairs on the southwest section of the existing porch.

3. Construct new additions so they are structurally self-supporting to ensure preservation of significant materials and features of the district building and so they can be removed in the future without damaging the building. Minimize the loss of historic material comprising external walls.

The applicant is proposing to install brick stairs to access the existing porch closer to the driveway.

FINDINGS

Staff offers the following Findings:

1. The subject property located at 607 S. Church Street is owned by Angela McMillian-Orr and is zoned R-10 (Residential-High Density). (Exhibit 1-2)
2. The property is located in the South Monroe Historic District. (Exhibit 3)
3. On June 5, 2020 the applicant applied for a COA to construct a wood pavilion with a cupola in the rear yard; the applicant has submitted 2 styles of cupolas. One is a composite vinyl material with an aluminum roof and the other is a wood material with a copper roof. The applicant is also requesting to construct brick stairs where a wooden ramp was previously located. This request was approved in 2015 but has since expired due to inactivity on the approval. At the time the commission approved the request with the condition that the stairs be located at the back section of the porch adjacent to the driveway and noted the preference of the existing bannister being utilized as a hinged gate. (Exhibit 4-9)
4. The proposed structure does meet the review criteria for a Certificate of Appropriateness according to Section 156.202 of the Unified Development Ordinance.
5. All adjacent property owners have been notified of the Certificate of Appropriateness request. (Exhibit 10)

CONCLUSIONS

The proposal to install a wood pavilion with a cupola and to construct brick stairs leading up to the existing porch at 607 S. Church Street as presented (is/is not) congruous in concept according to the *Garage and Accessory Structure* and *Addition* guidelines of the *South Monroe Historic District Guidelines*:

Garage and Accessory Structure, pg. 35

1. Select materials and finishes for proposed garages or accessory buildings that are compatible with the primary building or other historic garages and accessory structures in the

- district in terms of scale, module, composition, pattern, detail, finish, texture, and color.
2. 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.
 3. 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.
 4. 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.
 5. It is not appropriate to introduce features or details to a garage or accessory structure in the district in an attempt to create a false historical appearance.

Additions, pg. 67

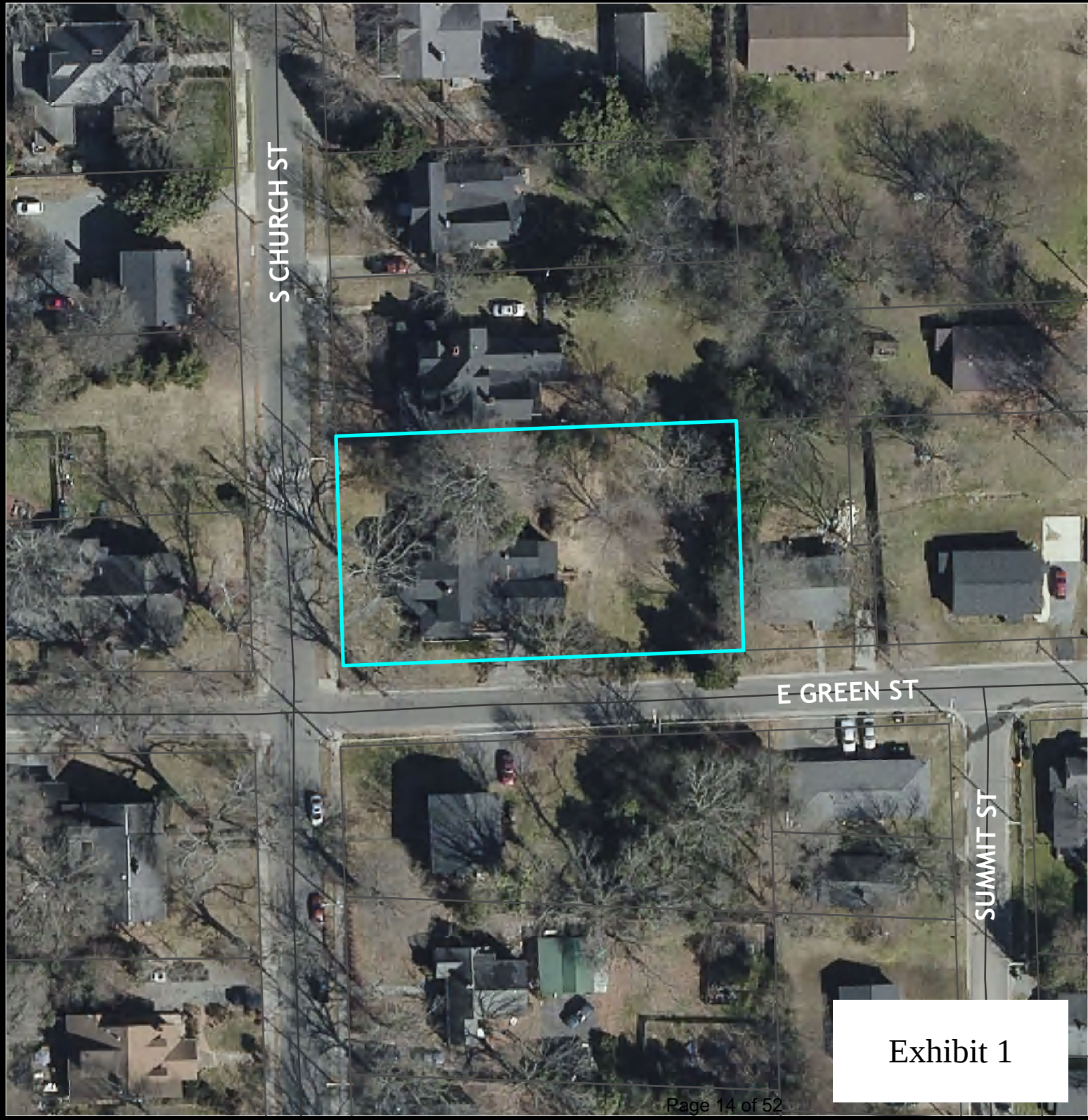
1. Introduce new additions in ways that are compatible with the character of the district setting and in ways that conform with all pertinent guidelines in the District Setting Section.
2. Introduce new additions only on non-character-defining elevations in locations, usually the rear elevation, that do not diminish or detract from the character of the district or the district building.
3. Construct new additions so they are structurally self-supporting to ensure preservation of significant materials and features of the district building and so they can be removed in the future without damaging the building. Minimize the loss of historic material comprising external walls.

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

Attachments:

- Exhibit 1: Aerial Map
- Exhibit 2: Zoning Map
- Exhibit 3: Historic District Map
- Exhibit 4: Application
- Exhibit 5: Pavilion
- Exhibit 6: Vinyl Cupola Example
- Exhibit 7: Wood Cupola Example
- Exhibit 8: Site Plan
- Exhibit 9: Location of Steps
- Exhibit 10: APOs

Prepared by: KM 6-23-20



Ortho Map

Case #: 20-15000042

Legend

-  Centerlines
-  Parcels

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

Owner: Angela McMillian-Orr

Acres: .51

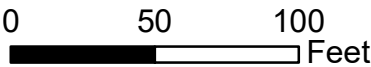


Exhibit 1

Zoning Map

Case #: 20-15000042

Legend

— Centerlines

□ Parcels

Zoning Districts

Code

■ R-10

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

Owner: Angela McMillian-Orr

Acres: .51



0 50 100
Feet

Exhibit 2

Historic District Map

Case #: 20-15000042

Legend

- Centerlines
- Parcels
- Historic District

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

Owner: Angela McMillian-Orr

Acres: .51



0 50 100
Feet

S CHURCH ST

E GREEN ST

SUMMIT ST

Exhibit 3



HISTORIC DISTRICT COMMISSION
APPLICATION FOR REVIEW

FOR STAFF USE ONLY

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

1. Property location: 607 S Church Monroe
Applicant's name: Angela McMillian Orr
Applicant's address: _____
Applicant's telephone number: 360-764-6007
Applicant's email address: Angela30@aol.com
Applicant's FAX number: _____
Tax identification number: _____

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

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

Lawnmaster Naples 12x12 feet Cedar Pergola
Pavilion with cupola on top of roof centered
in Backyard 40 feet from the House.
Pavilion will be bolted down.

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).

Angela McMillian Orr
Applicant- Printed

Angela McMillian Orr
Applicant- Signed

6-4-20
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.

HISTORIC DISTRICT COMMISSION
FINAL PLAN SUBMISSION CHECKLIST

Required materials for all applications:

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

to changes to property line.

Place a 12x12 ft. Cedar Pergola/Pavillion
40 feet from the house in the backyard.

Pavillion will be bolted down.
on paver. footing will be used to keep pavillion
stabilized.

DO NOT WRITE BELOW THIS LINE

Additional conditions and remarks: _____

Authorized signature

Date

Keri Mendler

From: Angela Mcmillian <aidc30@aol.com>
Sent: Friday, June 19, 2020 4:02 PM
To: kh@aol.com; Keri Mendler
Subject: 2015 brickstairs

Please add brickstairs by the driveway side of the house. As I had requested in 2015. For 607 s church st
monroe nc 28112.

Angela Mcmillian aidc30@aol.com

Internet #312621811

Model # 19271



[Save to Favorites](#)

Lawnmaster

Naples 12 ft. x 12 ft. Cedar Pergola Pavilion (Shingles not Included)

(1)

[Write a Review](#)

\$1,699⁰⁰

~~\$2,499.00~~
Save \$800.00 (32%)

Big Savings on select Handy Home Sheds, Pavilions, and Gazebos

OR

\$142⁰⁰

per month* suggested payments with
12 months* financing on this \$1699.00 purchase*.
VALID: 5/19/2020 - 6/17/2020

[Apply for a Home Depot Consumer Card](#)

How to Get It

✓

Ship to Store

Pickup
Jul 3 - Jul 14

FREE

Ship to Home

Expect it
Jul 2 - Jul 13

Standard Delivery

Scheduled Delivery

Not available for this
item

We'll send it to **Matthews** for **free pickup**.
[Change Store](#)

Exhibit 5

-

1

+

Add to Cart

Your Fastest Checkout
[Turn on Instant Checkout](#)

— or —

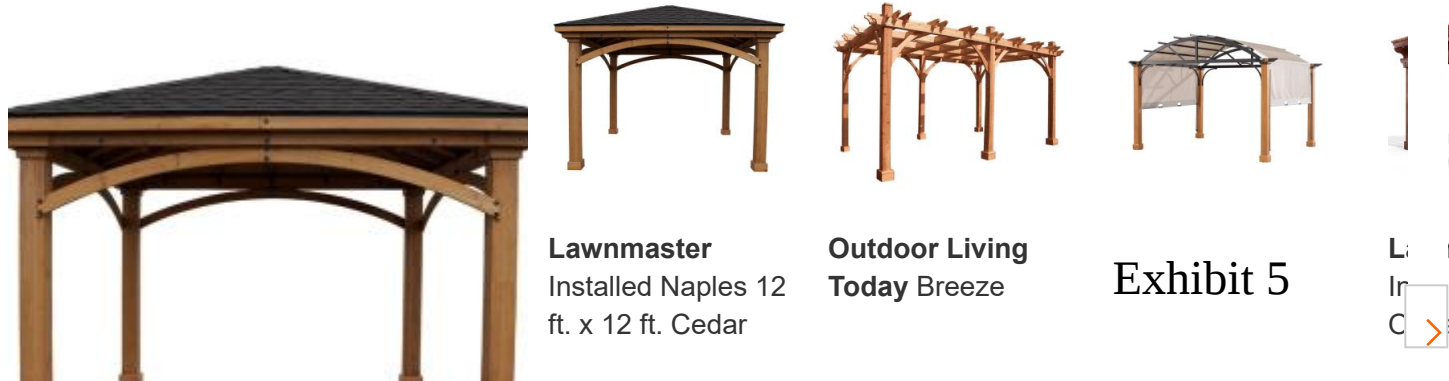
Buy now with

We're unable to ship this item to homes and stores in: AK, GU, ..., ..., VI

Shop This Collection from Lawnmaster



More Like This



Lawnmaster
Installed Naples 12
ft. x 12 ft. Cedar

Outdoor Living
Today Breeze

Exhibit 5



(6)

(7)

(76)

\$2899⁰⁰

Was \$3799

\$4758⁵²**\$1099⁰⁰**

\$

Current Item

Add To Cart**Add To Cart****Add To Cart**Product Overview**Model #:** 19271**Internet #:** 312621811

Togetherness is a great place to be. The Do-It-Yourself Naples 12 ft. x 12 ft. Cedar Pavilion by Lawn Master provides the perfect setting for a cherished family gathering or an intimate dinner party with friends under the stars. The Do-It-Yourself Naples 12 ft. x 12 ft. Cedar Pavilion is sure to enhance your outdoor living space. This beautiful pergola features 100% cedar wood construction known to resist bugs, termites and decay. 7 ft. archways are highlighted by elegant, arched corbels and supported by large sturdy and strong posts to ensure your pergola stand the test of time. Standing 10 ft. 5 in. H, the Naples Cedar Pavilion achieves optimal shade with its best in class roof system. The strong, 24 in. on-center roof joists support a panelized cedar ceiling. Shingles NOT included. Must purchase separately.

- DIY installation made easy with included assembly plan
- Sculptured beams provide an airy and sturdy cover
- 100% cedar construction
- Sturdy upright cedar posts with diagonal braces for added structural strength
- 5-year limited material warranty
- Strong, 24 in. on-center roof joists support the panelized cedar ceiling
- Decorative, powder-coated steel brackets and bolts insure a solid build
- Roof is ready to shingle to match your home (Shingles NOT included)
- Additional charges may be required for adherence to local building codes
-

NAPLES PAVILION**Exhibit 5**

togetherness IS A GREAT PLACE TO BE



Outdoor Living at an affordable price. Create an elegant and **personalized** addition for relaxing, entertaining, & dining.

Cedar construction with **premium** decorative hardware.



Exhibit 5



It's time to get **together** while you enjoy the weather.

BEST-IN-CLASS ROOF SYSTEM



- Shingles not included
- Beautiful cedar canopy can stand up to the elements

KEY DESIGN FEATURES

Exhibit 5



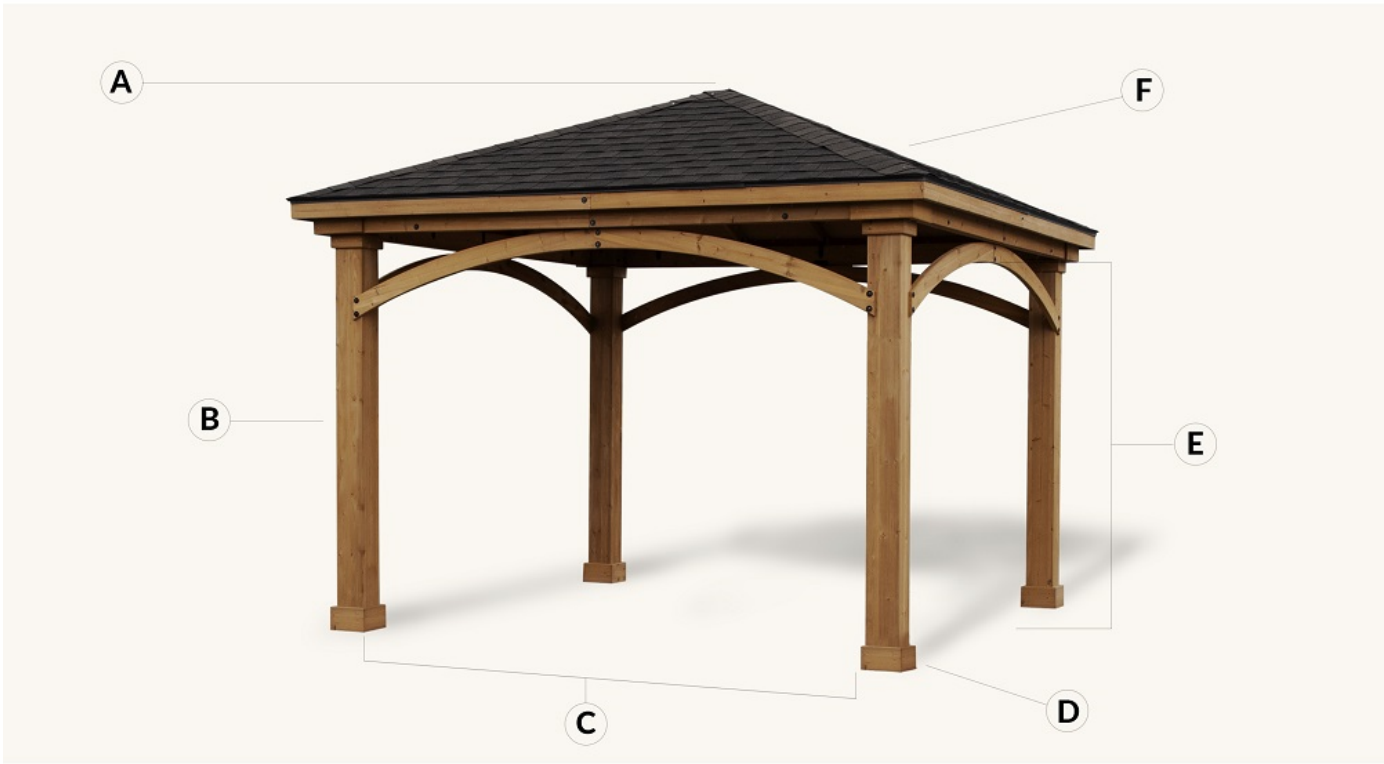
ARCHED
CORBELS



CEDAR INTERIOR
CEILING



PREMIUM
DECORATIVE
HARDWARE



A

PEAK HEIGHT
10'5"

B

POST SIZE
7" x 7"

C

BASE SIZE
11' x 11'

D

CEDAR CONSTRUCTION

Exhibit 5

E

ARCHWAY HEIGHT
7'

F

ROOF SIZE
12' x 12'

- California residents [see Prop 65 WARNINGS](#)

Info & Guides

- [Installation Guide](#)
- [Instructions / Assembly](#)
- [Replacement Part List](#)
- [Use and Care Manual](#)

Exhibit 5

Internet #312775984

Model # LAC



[Save to Favorites](#)

Accentua

Laguna 20 in. x 20 in. x 32 in. Composite Vinyl Cupola with Black Aluminum Roof

(1)

[Write a Review](#)

\$399⁰⁰

OR

\$67⁰⁰

per month* suggested payments with
6 months* financing on this \$399.00 purchase*.
VALID: 5/19/2020 - 6/17/2020

[Apply for a Home Depot Consumer Card](#)

How to Get It

✓

Ship to Store
Pickup
Jun 18 - Jun 26
FREE

Ship to Home
Get it by
Thu, Jun 11
FREE

Scheduled Delivery
Not available for this
item

We'll send it to **Matthews** for **free pickup**.
[Change Store](#)

Exhibit 6

-

1

+

Add to Cart

Your Fastest Checkout

Turn on Instant Checkout

— or —

Buy now with

We're unable to ship this item to homes and stores in: AK, GU, ..., , VI

Product Overview

Model #: LAC

Internet #: 312775984

The Accentua Laguna Cupola accents gable-roofed structures such as garages, garden buildings and barns. This cupola's windows in the midsection provide visual interest, complementing the white PVC base and concave black aluminum roof. It requires only minimal assembly, is easy to install and provides long life with maintenance free materials. The cupola is provided with the base uncut, the installer creates a simple template and makes any necessary cuts for roof angles on-site.

- Constructed by skilled Amish craftsmen, built with sturdy UV protected white cellular PVC (base) and black aluminum (roof)
- White square base capped by concave black aluminum roof provides aesthetic appeal
- Compatible with A-frame (gabled) and hip roofs up to 10/12 pitch
- Midsection features thick acrylic windows
- Includes assembly instructions and all necessary hardware, easy to install
- Cupola has solid aluminum over the peak (no hole)
- California residents [see Prop 65 WARNINGS](#)

Info & Guides

- [Installation Guide](#)
- [Instructions / Assembly](#)
- [Use and Care Manual](#)
- [Warranty](#)

Exhibit 6

[Home](#) / [Storage & Organization](#) / [Sheds, Garages & Outdoor Storage](#) / [Outdoor Storage](#) / [Cupolas](#)

Customers Who Viewed This Purchased



Good Directions
Kent 14 in. x 18 in.
Wood Cupola
(25)

\$154¹³



Good Directions
Manchester 18 in.
x 22 in. Vinyl
(52)

\$325⁷⁹



Good Directions
Kent 18 in. x 22 in.
Vinyl Cupola with
(25)

\$222³⁹



Accentua Teton
20 in. x 20 in. x 26
in. Composite Vinyl
(30)

\$314⁹⁹



Internet #100485823 Model # 2118C



[Share](#) [Save to Favorites](#) [Print](#)

Good Directions

Coventry 18 in. x 24 in. Wood Cupola with Copper Roof

Exhibit 7

(19) [Write a Review](#) [Questions & Answers \(1\)](#)

- Superior Strength - reinforced rafters and interior framing brace
- Pure Copper Roof—24 Gauge, Grade 1, 16 oz.
- Made in North Carolina from premium grade cypress

\$288⁶⁶

Save up to \$100 on your qualifying purchase.

[Apply for a Home Depot Consumer Card](#)

Width (in.) x Height (in.): **18 x 24**

18 x 24	22 x 29	26 x 35	30 x 42	36 x 49	42 x 57	48 x 69	54 x 78	60 x 86
72 x 101	84 x 107							

How to Get It

 Ship to Store Pickup Jul 14 - Jul 22 FREE	Ship to Home Get it by Mon, Jul 20 FREE	Scheduled Delivery Not available for this item
---	--	--

We'll send it to **Matthews** for **free pickup**.

[Change Store](#)

-

1

+

Add to Cart

Your Fastest Checkout
[Turn on Instant Checkout](#)

— or —

Buy now with

We're unable to ship this item to stores in: GU, PR, VI

We're unable to ship this item to homes in: AK, GU, HI, PR, VI

Shop This Collection from Good Directions ⁽¹⁰⁾

Exhibit 7

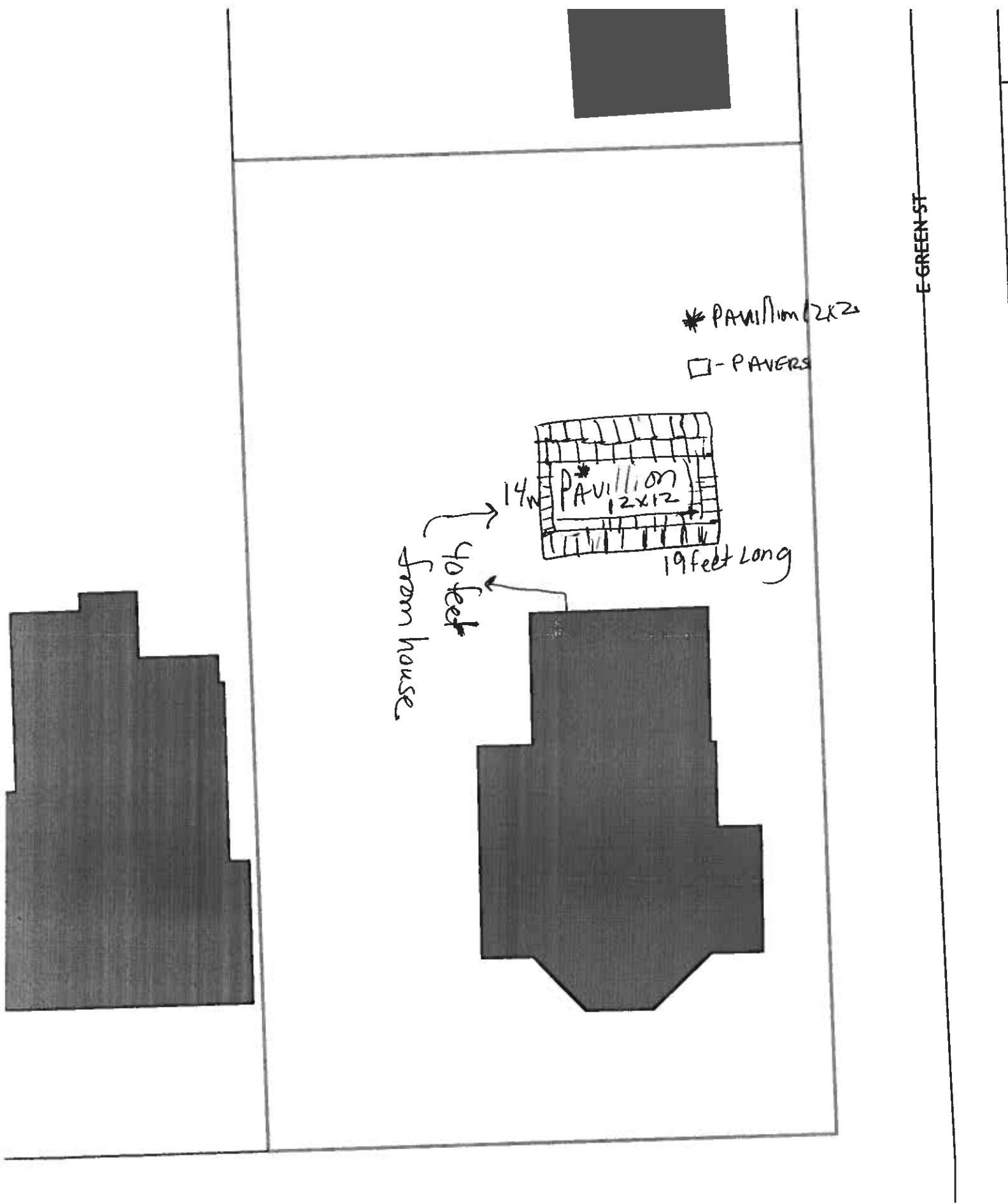


Exhibit 8



Exhibit 9

09234107
W3G LLC
PO BOX 1584
MONROE NC 28111

09234119
GADDY DIANNE
303 E GREEN ST
MONROE NC 28112

09234121
MANGUM VIRGINIA
1008 OAK HILL DR
MONROE NC 28110

09234090
WINN ROBERT
WINN JENNIFER
1405 DUBLIN PLACE
MONROE NC 28112

09234104
SULLIVAN JIMMY LEE&WF CRYSTAL ANN
700 S CHURCH ST
MONROE NC 28112

09234115
BRADLEY REX W
603 S CHURCH ST
MONROE NC 28112

09234103
CUMMINGS DONNA MILLS
702 S CHURCH ST
MONROE NC 28112

09234068
LACKEY ROSALIND BELL
3719 RADBOURNE BLVD
CHARLOTTE NC 28269-8611

09234095
EUDY MITCHELL L & WIFE MARILYN
2608 DOSTER RD
MONROE NC 28112

09234116
HAWTHORNE AMANDA
HAWTHORNE MARIA
605 S CHURCH ST
MONROE NC 28112

09234117
MCMILLIAN-ORR ANGELA
%PALMETTO LAW ASSOCIATES LLC
1171 MARKET STREET STE 204
FORT MILL SC 29708

09234091
PETERSON GARY VAUGHN
702 SUMMIT LN
MONROE NC 28112

09234094
ROSS LEAH
703 S CHURCH ST
MONROE NC 28112

09234105
FISH PAUL F & WIFE MARIE T
606 S CHURCH ST
MONROE NC 28112

09234107
W3G LLC
PO BOX 1584
MONROE NC 28111

09234114
DEFORREST MATTHEW M
NAPIER TAURA S
601 S CHURCH ST
MONROE NC 28112

09234106
FISH MARIE T & HUSBAND PAUL F
606 SOUTH CHURCH ST
MONROE NC 28112

09234108
BULLARD ROBERT B & WIFE SHIRLEY S
600 S CHURCH ST
MONROE NC 28112

09234120
DAVIS CALVIN
WHITE BETTY
1712 PINEDELL AVE
MONROE NC 28110

09234092
SIMPLE PROPERTY SOLUTIONS LLC
4108 MALTA PL
CHARLOTTE NC 28215

09234093
DUNCAN JOHN CHRISTOPHER
DUNCAN STEPHANIE M
6715 WESLEY GLEN DR
WAXHAW NC 28173

09234118
AYALA VICTOR A
CORTEZ ANA MARIA PEREZ
301 E GREEN ST
MONROE NC 28112

**HISTORIC DISTRICT COMMISSION
MTG OF 7-13-20**

607 S. Church Street

ANGELA MCMILLIAN-ORR
607 S CHURCH ST
MONROE NC 28112



STAFF REPORT
Case # 20-15000044

TO: Historic District Commission Members
DATE: July 13, 2020
FROM: Doug Britt, Senior Planner
PREPARED BY: Keri Mendler, 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 to install a wood pergola at 504 S. Hayne Street.

SITE DATA

Type of Action: Certificate of Appropriateness
Date of Petition: 6-15-20
Name of Petitioner: Donna Thrasher
Location: 504 S. Hayne St.
Tax ID #: 09-235038
Lot Size: 0.38 acres
Zoning Classification: R-10 (Residential-High 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 GUIDELINES

Garage and Accessory Structure, pg. 35

1. Select materials and finishes for proposed garages or accessory buildings that are compatible with the primary building or other historic garages and accessory structures in the district in terms of scale, module, composition, pattern, detail, finish, texture, and color.
The applicant is proposing to install a wood pergola in the rear yard.
 2. 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 install the pergola in the rear yard.
 3. 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 pergola will be constructed with wood materials. It is 15 feet by 13 feet and 8 feet tall.
 4. It is not appropriate to introduce a new garage or accessory building if doing so will detract from the overall historic character of the primary building and the site or require removal of a significant building element or site feature, such as a mature tree or side porch.
The pavilion will be located in the back yard on an existing concrete slab.
 5. It is not appropriate to introduce features or details to a garage or accessory structure in the district in an attempt to create a false historical appearance.
-

FINDINGS

Staff offers the following Findings:

1. The subject property located at 504 S. Hayne Street is owned by Donna Thrasher and is zoned R-10 (Residential-High Density). (Exhibit 1-2)
2. The property is located in the South Monroe Historic District. (Exhibit 3)

3. On June 15, 2020 the applicant applied for a COA to construct a wood pergola in the rear yard at 504 S. Hayne Street. (Exhibit 4-7)
4. The proposed structure does meet the review criteria for a Certificate of Appropriateness according to Section 156.202 of the Unified Development Ordinance.
5. All adjacent property owners have been notified of the Certificate of Appropriateness request. (Exhibit 8)

CONCLUSIONS

The proposal to install a wood pergola at 504 S. Hayne Street as presented (is/is not) congruous in concept according to the *Garage and Accessory Structure* guidelines of the *South Monroe Historic District Guidelines*:

Garage and Accessory Structure, pg. 35

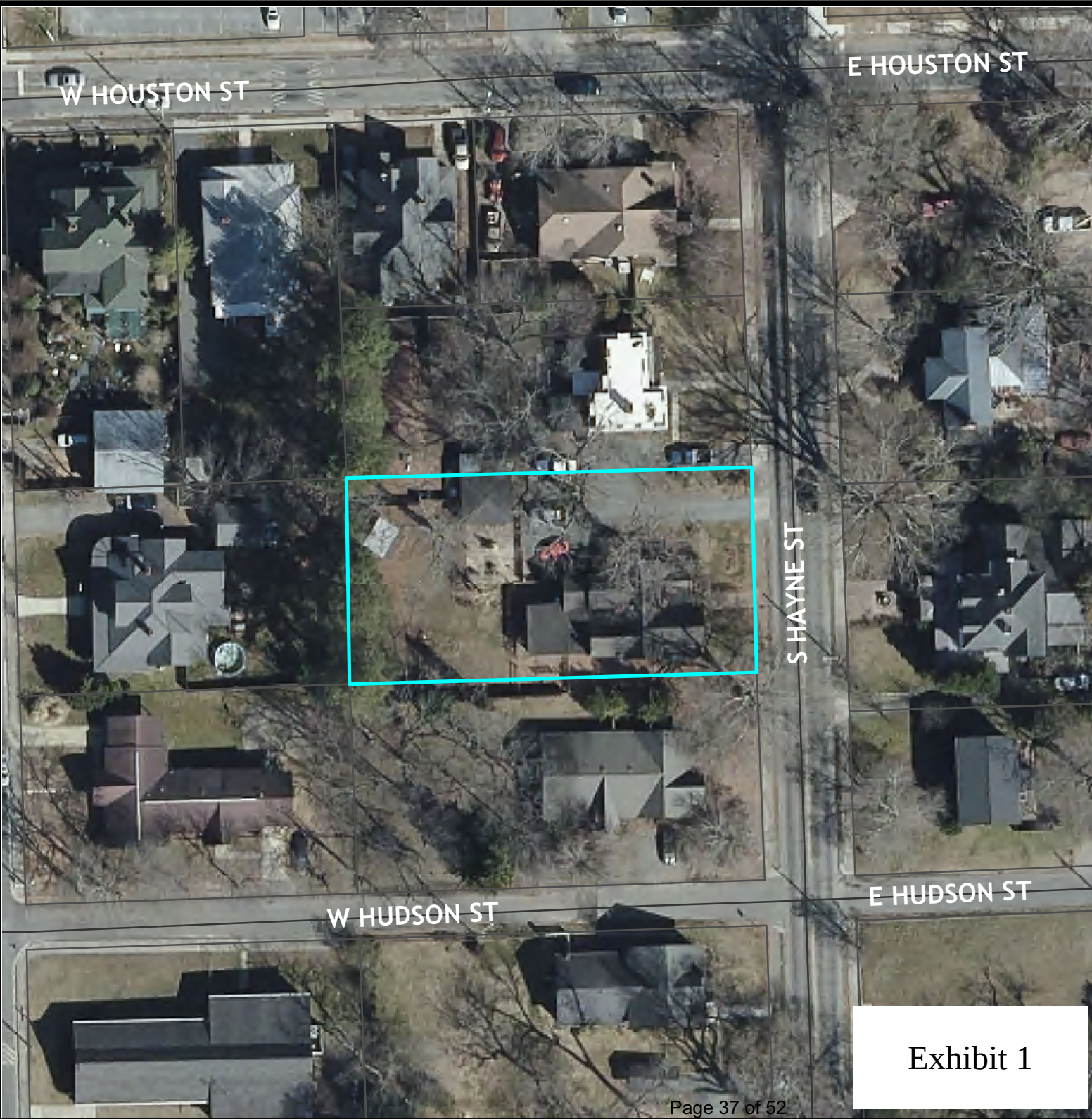
1. Select materials and finishes for proposed garages or accessory buildings that are compatible with the primary building or other historic garages and accessory structures in the district in terms of scale, module, composition, pattern, detail, finish, texture, and color.
2. Locate and orient new garages and accessory structures in rear yards and in traditional relationships to the primary building as determined by historic siting patterns in the district.
3. 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.
4. 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.
5. It is not appropriate to introduce features or details to a garage or accessory structure in the district in an attempt to create a false historical appearance.

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

Attachments:

Exhibit 1: Aerial Map
Exhibit 2: Zoning Map
Exhibit 3: Historic District Map
Exhibit 4: Application
Exhibit 5: Existing Conditions
Exhibit 6: Proposed Pergola
Exhibit 7: Site Plan
Exhibit 8: APOs

Prepared by: KM 6-17-20



Ortho Map

Case #: 20-15000044

Legend

- Centerlines
- Parcels

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

Owner: Donna Thrasher

Acres: .38

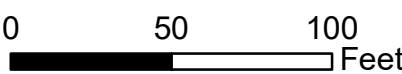


Exhibit 1

W HOUSTON ST

E HOUSTON ST



Zoning Map

Case #: 20-15000044

Legend

Centerlines

Parcels

Zoning Districts

Code

R-10

OT

Existing: R-10
(Residential- High Density)

Owner: Donna Thrasher

Acres: .38



0 50 100 Feet

S HAYNE ST

W HUDSON ST

E HUDSON ST

Exhibit 2

W HOUSTON ST

E HOUSTON ST

S HAYNE ST

W HUDSON ST

E HUDSON ST



Historic District Map

Case #: 20-15000044

Legend

- Centerlines
- Parcels
- Historic District

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

Owner: Donna Thrasher

Acres: .38



0 50 100 Feet

Exhibit 3



HISTORIC DISTRICT COMMISSION
APPLICATION FOR REVIEW

FOR STAFF USE ONLY

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

- 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: thrasherda@gmail.com
Applicant's FAX number: N/A
Property Tax identification number: N/A - _____
- The property is owned by (if different from above) N/A
Address: _____ Telephone: _____
- The following Certificate of Appropriateness is requested for: BUILDING A PERGOLA.
Please provide a brief description of the project. ON EXISTING CONCRETE PAD
IN BACKYARD. 15' X 13' PRESSURE TREATED
LUMBER.
FREE STANDING, NOT ATTACHED TO ANY
STRUCTURE. FLAT "ROOF" OF RAFTERS & SHADE
PLANKS.
- 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

6/12/2020

Date Submitted

Please sign and return to the Department of Planning & Development, P.O. Box 69, Monroe, NC 28111-0069; Telephone: (704) 282-4520; Fax (704) 282-4735. Applicants are responsible for providing all required information. Incomplete applications will not be processed and will not be accepted after the 30 day deadline.

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

HISTORIC DISTRICT COMMISSION
FINAL PLAN SUBMISSION CHECKLIST

Required materials for all applications:

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

DO NOT WRITE BELOW THIS LINE

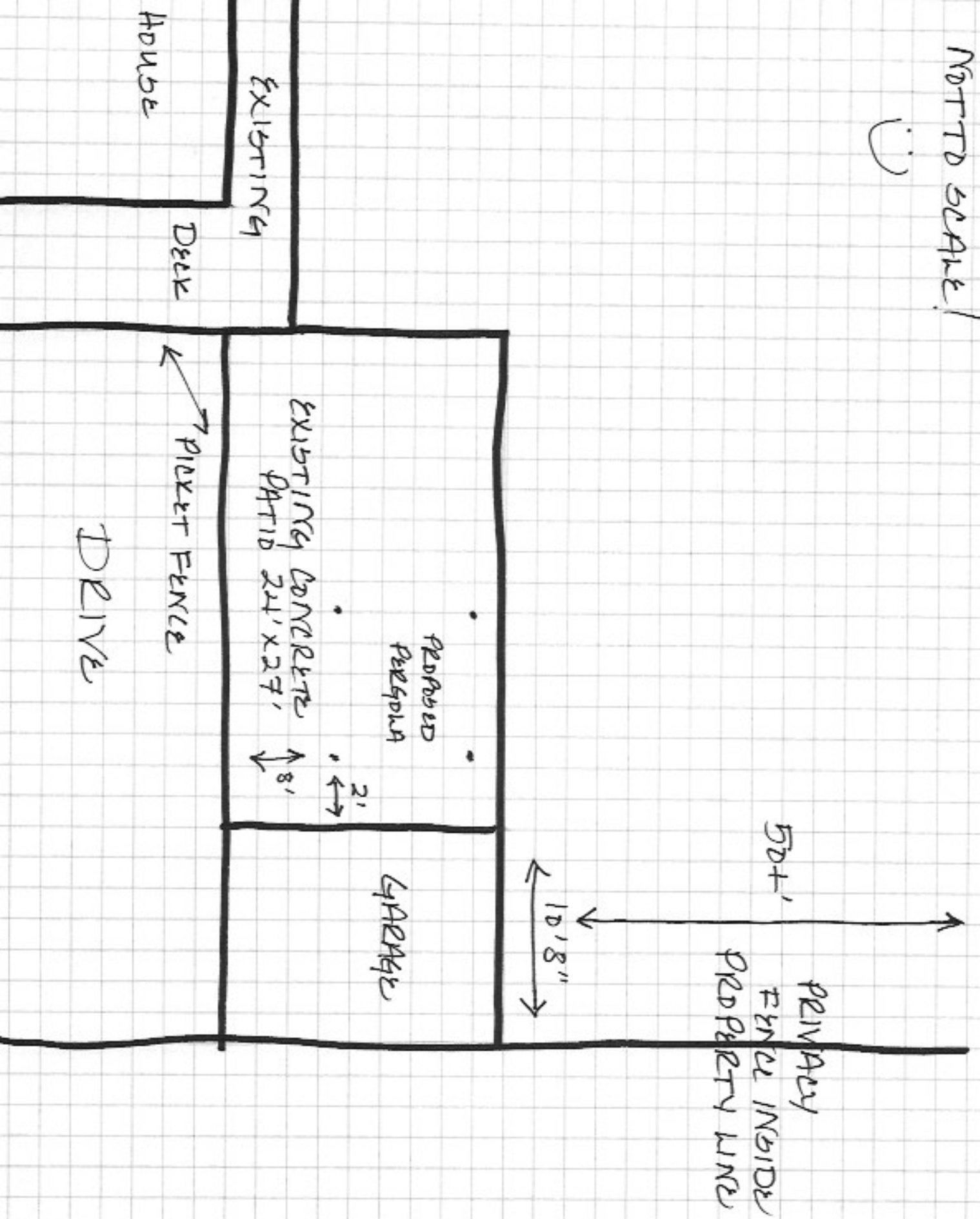
Additional conditions and remarks: _____

Authorized signature

Date

Revised 12-22-15

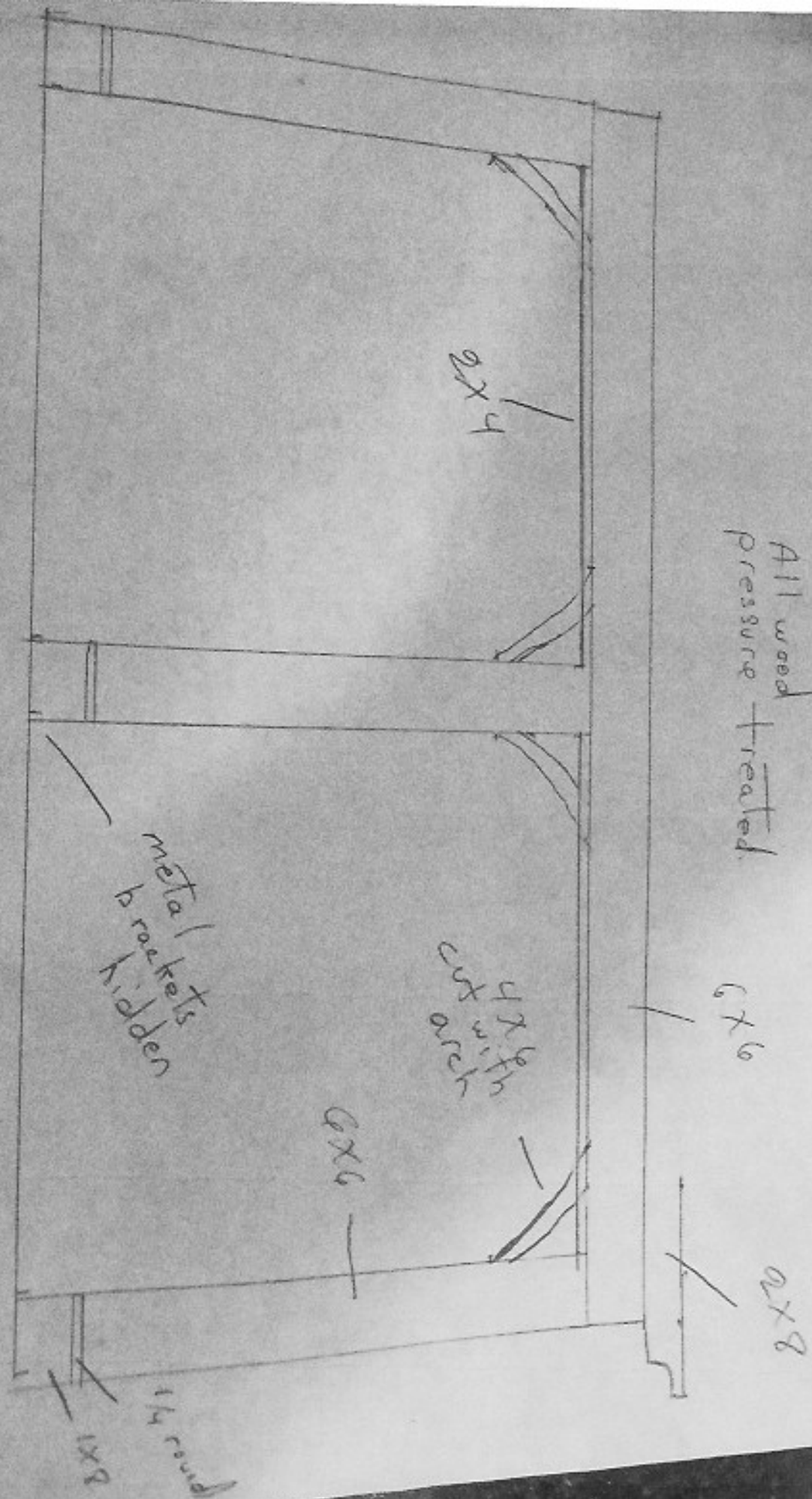
NOT TO SCALE!

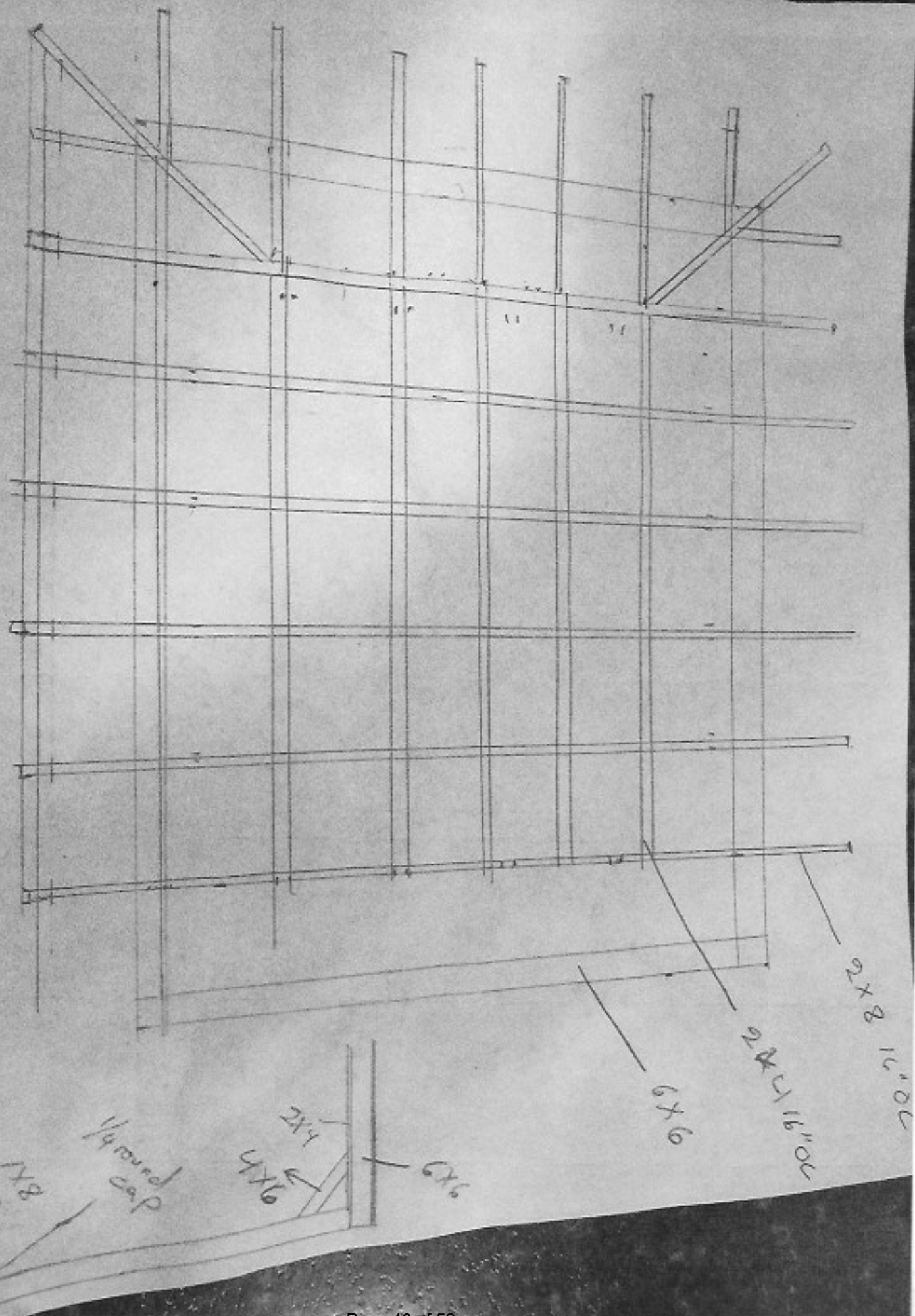






All wood
pressure treated.







PROPOSED
PERGOLA



502

S HAYNE ST

09235003
SCHMITT KARL
316 E HOUSTON ST
MONROE NC 28112

09235004
SGANGA SUSAN FRANCES ET AL
503 S HAYNE ST
MONROE NC 28112

09235007
COLLINS MARY JANE DAVIS
2639 ROLLING HILLS DR
MONROE NC 28110

09235099
BECKER JOSEPH & MARTHA
201 W HOUSTON ST
MONROE NC 28112

09235037
POLK DONALD O & WIFE DOROTHY C
500 WINDY DR
MONROE NC 28110-2812

09235046B
DOVGALYUK PAVEL
5628 PARKVIEW LN
EVERETT WA 98203

09235099A
BECKER JOSEPH & MARTHA
201 W HOUSTON
MONROE NC 28112

09235036
HOWARD JAMITHON M
600 S HAYNE ST
MONROE NC 28112

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

09235236
XALTIPA MIGUEL & WIFE MARIA LUZ
506 PARKER ST
MONROE NC 28112

09235046A
CHAPPELL TERRY WAYNE
CHAPPELL MARY CATHRYN
107 W HOUSTON ST
MONROE NC 28112

09235046
SMITH DEVERE R JR & WF JENNIFER S
PO BOX 158
MONROE NC 28111

09235046C
MILLWARD PHILIP & TAMMY
MILLWARD
505 S PARKER ST
MONROE NC 28112

09235237
GOMEZ-MIRANDA BENJAMIN & AMALIA
GOME
510 PARKER ST
MONROE NC 28112

09235006
JT BURNS & CO LLC
PO BOX 904
MONROE NC 28111

09235039
HELMS LIBBY ZEALY
506 S CHURCH ST
MONROE NC 28112

09235041
HARKEY JAMES & TENLEY S
8415 LANDSFORD RD
MONROE NC 28112

09235005
DUNN BARTON HARRIS
505 S HAYNE ST
MONROE NC 28112

09235040
HELMS ANN C
500 SOUTH HAYNE ST
MONROE NC 28112

**HISTORIC DISTRICT MTG.
JULY 13, 2020**

504 S. Hayne Street

Certificate of Appropriateness Log FY 2020

H.T.E #	Location	Description	App Date	After the fact: Y/N	Staff/Board	Hist Dist Mtg Date	APP/DEN	Proj. Mng
20-15000001	305 Maurice St.	Replace front wood steps with brick; replace brick divider with hardie board	7/2/2019	Y	Board	8/12/2019	App	Mendler
20-15000002	407 Lancaster Ave	Replace windows on left side, porch floor with like materials; remove nonhistoric shutters	7/18/2019	N	Staff	N/A	App	Mendler
20-15000003	309 E. Houston St.	New Metal Shed	7/22/2019	N	Board	8/12/2019	Denied	Mendler
20-15000004	113 S. College St.	New Patio, tree removal, fence	7/31/2019	N	Board	9/9/2019	App	Mendler
20-15000005	309 E. Houston St.	New fence	8/7/2019	N	Staff	N/A	App	Mendler
20-15000006	518 Everette St.	New roof- same material	8/8/2019	N	Staff	N/A	App	Mendler
20-15000007	505 S. Church St.	New roof- same material	8/12/2019	N	Staff	N/A	App	Mendler
20-15000008	605 Lancaster Ave.	Replace porch floor boards and columns with like materials and design	8/15/2019	N	Staff	N/A	App	Mendler
20-15000009	108 S. Washington St.	Tree Removal	8/19/2019	N	Staff	N/A	App	Mendler
20-15000010	310 E. Franklin St.	New Sign	8/19/2019	N	Staff	N/A	App	Mendler
20-15000011	403 E. Talleyrand Ave.	Replace front and rear doors	9/4/2019	N	Board	10/14/2019	App	Mendler
20-15000012	505 S. Church St.	Repair fence and deck, replace missing shutters	9/11/2019	N	Staff	N/A	App	Mendler
20-15000013	703 S. Church St.	Add front and rear stoops, add rear deck, replace metal windows with wood	9/10/2019	N	Board	10/14/2019	App	Mendler
20-15000014	403 Lancaster Ave.	Replace wood windows with vinyl windows	9/13/2019	N	Board	10/14/2019	Denied	Mendler
20-15000015	ROW	Install fiber optic cable and access panels in ROW.	9/25/2019	N	Staff	N/A	App	Mendler
20-15000016	403 E. Talleyrand Ave.	Add deck, alter front porch.	10/18/2019	N	Board	11/4/2019	App	Mendler
20-15000017	108 S. Washington St.	Addition, replace windows, replace roof	11/5/2019	N	Board	12/9/2019	App	Mendler
20-15000018	505 S. Church St.	Add fire pit and pea gravel patio	11/8/2019	N	Staff	N/A	App	Mendler
20-15000019	714 S. Hayne St.	Replace roof, minor repairs/replacements with like materials	11/25/2019	N	Staff	N/A	App	Mendler
20-15000020	202 E. Windsor St.	Tree Removal	12/10/2019	N	Staff	N/A	App	Mendler
20-15000021	700 S. Church St.	New Fence	12/11/2019	N	Staff	N/A	App	Mendler
20-15000022	605 W. Franklin St.	Reroof Carport with like materials	1/22/2020	N	Staff	N/A	App	Mendler
20-15000023	406 S. Church Street	Replace aluminum gutters with new aluminum gutters	2/17/2020	N	Staff	N/A	App	Britt
20-15000024	403 S. Church St.	Gutters	2/28/2020	N	Staff	N/A	App	Mendler
20-15000025	ROW	Utility Work	2/28/2020	N	Staff	N/A	App	Mendler
20-15000026	105 W. Houston St.	Change Window Design 9/1 to 1/1	3/6/2020	Y	Board	5/11/2020		Mendler
20-15000027	205 Lancaster Ave	Replace Windows w like kind and add fence	3/12/2020	N	Staff	N/A	App	Mendler
20-15000028	321 E. Houston St.	New Deck	3/16/2020	N	Board	5/11/2020		Mendler
20-15000029	400 W. Windsor St.	Add door for basement	3/16/2020	N	Board	5/11/2020		Mendler
20-15000030	407 S. Church St.	Tree Removal	4/15/2020	N	Staff	N/A	App	Mendler
20-15000031	403 E. Talleyrand Ave.	New Gutters	4/21/2020	N	Staff	N/A	App	Mendler
20-15000032	502 S. Washington St.	Remove Chimney	4/16/2020	N	Board	5/11/2020		Mendler
20-15000033	203 S. Washington St.	Add screen porch on 1/2 of deck	4/22/2020	N	Board	6/8/2020		Mendler
20-15000034	203 S. Washington St.	replace roof, deck boards, handrails with like materials	4/29/2020	N	Staff	N/A	App	Mendler
20-15000035	111 S. College St.	Tree Removal	5/11/2020	N	Staff	N/A	App	Mendler
20-15000036	404 S. Church St.	New Fence	5/8/2020	N	Staff	N/A	App	Mendler
20-15000037	504 S. Hayne St.	Replace roof over front and back porch with like materials	5/26/2020	N	Staff	N/A	App	Mendler
20-15000038	300 S. Washington St.	Patio with removable pavers	5/28/2020	N	Staff	N/A	App	Mendler
20-15000039	500 S. Hayne ST.	Fence in rear yard	6/4/2020	N	Staff	N/A	App	Mendler
20-15000040	1002 W. Franklin St.	Fence in rear yard	6/3/2020	N	Staff	N/A	App	Mendler

20-15000041	612 S. Hayne St.	Replace roof with like materials	6/4/2020	Y	Staff	N/A	App	Mendler
20-15000042	607 S. Church St.	Add pavillion and cupola	6/5/2020	N	Board	7/13/2020		Mendler
20-15000043	607 S. Church St.	Add patio constructed with patio pavers	6/5/2020	N	Staff	N/A	App	Mendler
20-15000044	504 S. Hayne St.	Add Pergola in rear yard	6/15/2020	N	Board	7/13/2020		Mendler

FY 2020 Stats

Total: 44

Staff: 29

Commission: 15

Landmarks: 0

**After the
fact COA's: 3**

Top 3 Years–

Staff Level Approval

1. FY 2018 (36)

2. FY 2017 (30)

3. FY 2020 (29)

Top 3 Years–

Commission Level

Approval

1. FY 2018 (23)

2. FY 2019 (22)

3. FY 2017 (20)

Landmarks in FY 2020:

**No Landmark Designations
during FY 2020**

Top 3 Fiscal Years

1. FY 2018 (61)

2. FY 2017 (51)

3. FY 2016 (50)

After the fact COA's

Total: 3

Staff Level: 1

**Commission
Level: 2**