

HISTORIC DISTRICT COMMISSION MEETING AGENDA



Monday, March 11, 2024 – 6:30 P.M.
Council Chambers – City Hall
300 West Crowell Street - Monroe, NC

- Item 1.** Call to Order – Roll Call
- Item 2.** Pledge of Allegiance & Moment of Silence
- Item 3.** Approval of Minutes – January 8, 2024
- Item 4.** Conflicts of Interest
- Item 5.** COA PLHR-2024-00120- This item was tabled from the January 8, 2024 Historic District meeting to allow the applicant time to find a different door as recommended by the Commission. The Historic District Commission is requested to consider a Certificate of Appropriateness request from Veronica Carillo requesting approval for previously replacing a window with a new door on the front façade of the home at 508 South Crawford Street. (Parcel ID 09-235-206A)
- Item 6.** COA PLHR-2024-00165 – The Historic District Commission is requested to consider a Certificate of Appropriateness request from the City of Monroe to demolish the house at 311 E. Houston Street. The City of Monroe has declared the dwelling dilapidated and unfit for human habitation and intends to demolish and remove the structure. (Tax ID #09-231-127)
- Item 7.** Next Meeting: April 8, 2024
- Item 8.** Adjournment

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

HISTORIC DISTRICT COMMISSION MINUTES

MONDAY, JANUARY 8, 2024 AT 6:30 PM

COUNCIL CHAMBERS - CITY HALL

300 West Crowell Street, Monroe, North Carolina

Sent to HR:

Item 1: Call to Order.

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

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

Members Absent:

Staff Present: Keri Mendler, Senior Planner; Richard Long, City Attorney; Megan Brightharp, Planner I; Ashlyn Penegar, Administrative Assistant II

Guests: Donna Thrasher, Alan Parker, Mark Parker, Jonathan Thompson, Libby Helms, Damien Ristaino, Pam Morgan, Cindy Alvarado, Hugo Ochoa, Eva Guzman, Tripp Helms

Item 2. Pledge of Allegiance & Moment of Silence

Item 3. Approval of Minutes – October 9, 2023 & November 13, 2023

Motion: Gladys Kerr made a motion to approve the October 9, 2023 and November 13, 2023 meeting minutes as presented

Second: Jennifer Smith

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

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

NAYS: None

Item 4. Conflicts of Interest

There were no conflicts.

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.

Item 5. COA PLHR-20244-00112- The Historic District Commission is requested to consider a Certificate of Appropriateness request from Alan Parker for previously replacing portions of the steel roof over the front porch and a side bay window with copper roofing. (Parcel ID 09-232-235)

Megan Brightharp, Alan Parker and Mark Parker approached the dais and were sworn in by the Chair.

Megan Brightharp approached the podium and introduced herself, she said, The Historic District Commission is requested to consider a Certificate of Appropriateness request from Alan Parker for previously replacing portions of the steel roof over the front porch and a side bay window with copper roofing at 406 W. Franklin St.

Additionally, applicant has replaced the existing gutters and downspouts connected to the front porch with copper gutters and downspouts that have been approved at staff level.

Proposed Findings:

1. The subject property located at 604 West Franklin Street is owned by Alan and Mark Parker and is zoned RMD (Residential Medium Density). (Exhibit 1-2)
2. The property is located in the South Monroe Historic District. (Exhibit 3)
3. On November 20, 2023, the applicant applied for a COA requesting approval for previously replacing the existing steel roof over the front porch and side bay window and replace it with a copper roof. (Exhibit 4-6)
4. The proposed structure does meet the review criteria for a Certificate of Appropriateness according to Section 6.3 of the Unified Development Ordinance.
5. All adjacent property owners have been notified of the Certificate of Appropriateness request. (Exhibits 7-8)

Jennifer Smith said I thought there was already metal on this roof. Aren't we just replacing metal with metal?

Mr. Parker responded and said with copper.

Megan Brightharp said because it's a change in the material and the style, that's why we are here. It wasn't like for like.

Jennifer Smith said I love your home, it's beautiful. It's the attraction right into Monroe and I just can't thank you enough. I just can't imagine how much it would cost.

Mr. Parker said it was expensive.

Jennifer Smith said I bet!

Mr. Parker said that roof that was on there, my father put it on there in 1990.

Chair asked would you approach and state your name and address for the record?

Alan Parker approached the podium and introduced himself. He said I live at 406 West Franklin Street. He said, that roof that was on there, my father put it on in 1990 and he thought he fixed the problem. The fellow that put it on there did a bad job and it was put on there improperly and the material was poor quality and it leaked all the time. In fact, I've got the proposal for replacing it with copper and you can see all of the patches that I've done. Over the years, I had to keep patching and repainting that 1990 roof, it would start leaking and the rubberized stuff would only last 4 or 5 years and then I would have to get back up there and re-patch it. This time, I wanted it done right and I wanted it done for the rest of my life. So, I went with copper.

Jennifer Smith said its gorgeous.

Mr. Parker said thank you. My family has lived in that house since 1907.

Jennifer Smith said it's a beautiful house.

Gladys Kerr said I was going to ask if it was true that it had been a family residence for over a hundred years.

Mr. Parker said yes, it's been in my family since 1907. My great grandfather bought it from Mr. Shannon.

Gladys Kerr said with your copper, it will be fixed for more than 100 more.

Mr. Parker said I hope so.

Jennifer Smith said it's just stunning.

Gladys Kerr said we love it.

Jennifer Smith said thank you so much.

Chair said I don't think we have a problem with what you've done, probably the way you went about it.

Mr. Parker said it was leaking and I had to get it fixed.

Chair said I understand. But, in the Historic District, if its exterior, you've got to go through the City. A lot of times the City can approve stuff at Staff level and it doesn't have to come before the Commission.

Mr. Parker said I didn't know that and the thing was leaking and I had been up there patching. I called Murr and Laney and they are experts. They do courthouses and churches, they worked on the old courthouse...

Mark Parker approached the podium and introduced himself. He I'm Alan's brother said I live at the same address. He said the guy that did it in 1990, he did not solder the seams. So, all the seams have to be soldered, so it was never waterproof. The only thing that made it waterproof was whatever coating was on it.

Alan Parker said me, going up there.

Mark Parker said then in the front, the board just started dropping down from being wet, the soffit. So, we said we had to do something now. The roofing people came out there and said that they could coat it, but it will start leaking again like it's been doing. It's a good thing, because when they pulled the roof up, the backside of the metal was rusted and they saw that none of the seams had been soldered. This company that did it, Murr and Laney, they are only available at certain times. This was a job that he did for us, he had worked on the slate roof back in the 1980's, his dad did, and he remembered that. His father remembered the place and they told us that they had a two week opening. They do big jobs.

Jennifer Loria said I have a question, when you go to get a roof like this redone, do you not need a permit from the City to get that done? I'm wondering at what point would they have known or a homeowner would have known in the Historic District that they have to get in front of the Historic District before they do this.

Keri Mendler said normally it's a \$30,000 project cost, from my understanding. Don't quote me on that because I'm not with the Permit Center, but that's my understanding.

Chair asked there are no problems with copper roofs in the Historic District, correct?

Keri Mendler said it's your jurisdiction as to whether it's consistent for you guys to decide.

Jennifer Smith said its stunning.

Mr. Parker said there was a lot of wood that was rotten, you could just take the wood and crush it in your hands.

Matt Klaren said I think it's beautiful as well. The request now it to replace the remaining roof, correct?

Mr. Parker said no, it's all done.

Jennifer Smith said it's all done. The other is all slate.

Mr. Parker said the slate has been there 122 years.

Chair asked there are no issues with leakage right there?

Mr. Parker said not right now. Another company will probably come back and replace some of the floor boards on the porch, but that's just the repair.

Gladys Kerr said you and your brother didn't realize that you needed to ask permission first. Now, you just need to ask for forgiveness, we love what you did.

Mr. Parker said thank you.

Jennifer Smith asked will that copper eventually turn green?

Mr. Parker said yes, probably in 40-50 years. It will turn dark first.

Matt Klaren said it takes quite a bit of time.

Mr. Parker said it will take decades.

Jennifer Smith said probably the acid in the rain, I am assuming is what would change it.

Chair asked is there anyone else here that has any questions for the applicants?

Jennifer Smith said no, it's gorgeous.

Chair said I will entertain a motion on this completed project.

Motion: Matt Klaren made a motion that the Historic District Commission Find as a Fact that the proposed project, COA PLHR-2024-00112, if constructed according to the plans reviewed at this meeting, is congruous with the character of the district because the standards state that to retain and preserve the shape and materials of roofs and their decorative and functional features that are important defined in the historic character of a district building, including dormers, chimneys, turrets, spires, cupolas, balustrades, and shingles. 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 passed with the following votes:

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

NAYS: None

Motion: Allen Watson 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-2024-00112.

Second: Jennifer Smith

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

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

NAYS: None

Mr. Parker said I will have to say, when my father replaced the roof in 1990, the City didn't say anything to him, so I didn't have any idea that it would cause a big ruckus.

Item 6. COA PLHR- 2024-00120- The Historic District Commission is requested to consider a Certificate of Appropriateness request from Veronica Carillo requesting approval for a previously installed door that replaced a window on the front façade of the home at 508 S. Crawford St. (Parcel ID: 09-235-206A)

Keri Mendler and Veronica Carillo approached the dais and were sworn in by the Chair.

Keri Mendler approached the podium and introduced herself, she said, the Historic District Commission is requested to consider a Certificate of Appropriateness request from Veronica Carillo requesting approval for previously replacing a window with a new door on the front facade of the home at 508 South Crawford Street.

Proposed Findings:

1. The subject property located at 508 South Crawford Street is owned by Eva Guzman-Carrillo and is zoned RMD (Residential Medium Density). (Exhibit 1-2)
2. The property is located in the South Monroe Historic District. (Exhibit 3)
3. On December 6, 2023, the applicant applied for a COA requesting approval for previously replacing a window with a door on the front façade of the home (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. (Exhibits 7-8)

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

Jennifer Smith asked did the window match all the other windows in the house?

Keri Mendler said that's a really good questions, I do not recall, so I will defer to the applicant.

Jennifer Loria asked what is this new door made of?

Keri Mendler said wood.

Chair asked is there any other questions for Keri before we get to the applicant? There was none.

Veronica Carillo approached the podium and introduced herself. She said, I live at 707 South Hayne Street. I love the history of houses and I really do love them. I try to keep them how they looked before as much as I can. I just love the way the look, I don't want to change anything and I'm not going to make any duplexes on this beautiful house. These are supposed to be for family homes. We started fixing this house and we were working on the inside with painting, but the window was cracked. It was not the big windows that the old houses have, it was a small window. But, when we went in there and we saw that the window was actually a door frame, that was when my husband decided that since there was already a door there before, we could put a door back. So, I went to Downtown Monroe and got the history of the house and it showed there was a door there, so I feel that I wasn't doing anything wrong. I was just putting a door where a door used to be before.

Chair asked you don't live in this house?

Ms. Carillo said no, we are still working on it.

Chair asked you live on Hayne Street?

Ms. Carillo said yes.

Chair said so, the house is empty.

Ms. Carillo said yes, my daughter is here and we've bought the house for her.

Jennifer Smith said I have one question, she asked, I remember when you started working on the house and you had taken out the front doors of it and put two brand new ones in and then you had to take those out and put the old door, which is very beautiful and nice looking back. My only concern with it being right there in the front where you can see it with the other door that's original to it, they aren't really going to match.

Ms. Carillo said since the first door is white, I was thinking about maybe painting this door white and making it a little more like the one of the front. We really like old stuff, so we are trying to

see if we can find a door that would match the one that we have on the front. But, we need a little bit of time to see if we can find something that looks close to it, because we really want to have a beautiful door in there.

Chair said I like this door that you have, it would be a shame to paint this door, I think.

Jennifer Smith said it doesn't match.

Jennifer Loria said its beautiful, and I agree that it probably was a door. I actually live in a house that is very similar to that where there are two front doors on the front porch. There's the side door and the front, so it makes since that this was probably a door. But, I drove by it yesterday and it does kind of stands out.

Jennifer Smith said it looks new.

Chair asked is there a possibility of keeping this door as is and getting a matching door to go on the front?

Ms. Carillo said they don't want me to replace the one on the front, the one that we put up on the front, its original. But, the one that we tried to swap it for is a beautiful door...

Jennifer Loria said maybe there is possibly a new door to go in this spot, if you find one that matches better.

Jennifer Smith said a door that is antique that would match the front one, is what I thought you said. Is that correct?

Ms. Carillo said yes.

Jennifer Smith said I don't have a problem with a door being there, I really don't, but I just think that the door is so new looking and that house is gorgeous.

Matt Klaren said you've done a lot of work.

Ms. Carillo said we've really been working on it.

Jennifer Smith said it's so Victorian.

Matt Klaren said I agree, I think the positioning of the door fits the front and I also have two entrances on my front porch too. So, I do think that the location of the door and I do remember the window that was there when you first changed it out, it was smaller, so I do agree with that. I think it's an excellent point about the door. I'm not sure if you can switch that out or look for something else.

Jennifer Smith said there is an architectural place in Charlotte that carries all kinds of doors. It's on South Tryon.

Ms. Carillo said that's where I went to get the windows for my Hayne Street house.

Chair asked basically you are saying that you don't like this new door and it doesn't fit the house and you would rather find one that matches the original front door.

Ms. Carillo said it will be hard.

Jennifer Smith said we will wait.

Jennifer Loria said I think you will be happier.

Jennifer Smith said I just hate to see the whole facade of that changed, because of one thing. It's just so beautiful and original. All of it. It has all of that gingerbread and it's just stunning.

Matt Klaren said I would hate to recommend painting it because it has such a nice finish on it now, but you are right that it would put it in the category where I think it would match the front door.

Ms. Carillo said the only thing with this is that color.

Jennifer Smith said it's kind of Victorian looking.

Jennifer Loria said it would be a great backdoor.

Ms. Carillo said actually, the one in the back is beautiful too and we don't want to mess with it.

Jennifer Smith asked why don't you move it up front? Is it original?

Ms. Carillo said it doesn't look pretty and it's more of a simple door and I don't want to put something so simple in a house that is so, like, look at me!

Jennifer Smith said I think if you could find one similar to the one up front, which is original. We like to see things kept original, we really do.

Ms. Carillo said ok, I am going to start looking for a white door that looks original.

Jennifer Smith said I'm going to look for you.

Ms. Carillo said we really love the house and want to make it look beautiful. We've been doing so many changes.

Jennifer Smith said its stunning, it really is.

Ms. Carillo asked after I find the door, I will take pictures and come back to you guys?

Jennifer Smith said perfect.

Keri Mendler said I was going to suggest tabling it for a month or two.

Chair said it will give you time to find a door.

Jennifer Smith said so you aren't pressed.

Keri Mendler asked would two months be enough time for you to find something? I think you would want more than one month, because we have our timelines.

Jennifer Lori said tabling it for 60 days.

Keri Mendler said I don't know it's exactly 60 days, but it would be March.

Ms. Carillo asked Keri, do you have the pictures of the other door that my husband took down?

Keri Mendler said I don't know if I have pictures of that, I can look.

Ms. Carillo said maybe when you see the one that he put momentarily up, that one would match this one and it's a gorgeous door too.

Keri Mendler said maybe bring a couple options at the next one.

Ms. Carillo said I think you will like it because it's a gorgeous door. I would not put nothing there that wouldn't look good in that house. I know the house and I know the treasure of the house is when they are old and they are just beautiful houses that we need to bring back to how pretty they used to be.

Chair said we need to give you some time to do that. Would someone like to make a motion to table it?

Motion: Gladys Kerr made a motion to recommend to table the project for 60 days

Second: Jennifer Loria

Action: The motion to table for 60 days passed with the following votes:

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

NAYS: None

Item 7. COA PLHR-2024-00122- The Historic District Commission is requested to consider a Certificate of Appropriateness request from Donna Thrasher to replace detreated Masonite siding with hardie board siding at 504 South Hayne Street. (Parcel ID 09-235-038)

Megan Brightharp and Donna Thrasher approached the dais and were sworn in by the Chair.

Megan Brightharp approached the podium and introduced herself, she said, the Historic District Commission is requested to consider a Certificate of Appropriateness request from Donna Thrasher to replace deteriorated Masonite siding with hardie board siding at 504 South Hayne Street.

Proposed Findings:

1. The subject property located at 504 South 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 December 4, 2023, the applicant applied for a COA requesting approval to replace existing Masonite siding with hardie board siding. (Exhibits 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. (Exhibits 7-8)

Megan Brightharp said Staff has provided the appropriate standards and conclusions in your Staff Reports and I will be glad to answer any questions that you might have and the applicant is here as well to answer any questions that you might have for them.

Jennifer Smith asked Donna, are you replacing all of the siding or just certain parts?

Donna Thrasher said no...

Chair said please give us your name and address.

Donna Thrasher approached the podium and introduced herself. She said I live at 504 South Hayne Street. She said, no, I am just replacing the failed Masonite boards with hardie board.

Allen Watson asked you already have hardie board above it, correct?

Ms. Thrasher said there is a combination of hardie and Masonite siding cladding the house currently. There is no wood.

Chair asked does the hardie board you are going to replace the bad Masonite with, does it match the Masonite?

Ms. Thrasher said it's the only thing that will. It's the 12 x 1 that is textured.

Jennifer Loria asked the hardie board that's there, has it been put there as the Masonite has failed over the years?

Ms. Thrasher said I have no idea.

Matt Klaren said this is unique too, because the 12 x 1 hardie board is a little bit wider than what you usually see on a lot of the homes.

Ms. Thrasher said yes and these are lower boards that are close to the ground. So, where anything from the Time Warner or phone company or whatever over the years, comes in and drills...

Chair asked how far up do you have to go from the ground?

Ms. Thrasher said all of it is the lower one, except for one place and it's the second one. It's not the entire perimeter.

Matt Klaren said you are just replacing the sections that are deteriorated.

Ms. Thrasher said Masonite isn't made anymore, so I don't have a choice.

Jennifer Loria said my question is, she asked, let's say we approve this and as she goes and things start to fail in the future and you go to repair it, does she have to keep coming back?

Keri Mendler said if it's a change in material, yes.

Ms. Thrasher asked if the Masonite at the top fails at some point, we would be right back here?

Chair said you would be right back here.

Keri Mendler said unless you are wanting to replace all of your siding and just do a request all at one time.

Matt Klaren asked if it's approved for a certain type, could she...

Keri Mendler said COA's expire after so long. So, say she came in and got it, and its five years before more deteriorates, that COA is expired.

Ms. Thrasher said at this moment, the rest of it is in good shape.

Jennifer Smith said I love your house too and I love the color of it, you know I love color.

Ms. Thrasher said thank you, it was my sister's choice. It's basically where it's been compromised for various reasons.

Chair asked are there any other questions for Donna? Do we have any discussion on this? If not, I will entertain a motion.

Motion: Matt Klaren made a motion that the Historic District Commission Find as a Fact for the project COA PLHR 2024-00122, if constructed according to the plans reviewed at this meeting, is congruous with the character of the district because of the standards that state, retain and preserve exterior walls with their decorative and functional features that are important in defining the historic character of district buildings, such as siding, shingles, foundations, and so forth. Therefore, the application is generally in harmony with the special character of the neighboring property and or 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, Anna Dowdy, Matt Klaren
Gladys Kerr, Allen Watson and Jennifer Loria

NAYS: None

Motion: Archie Morgan made a motion based on the proceeding Findings of Fact, that the Historic District Commission grant a Certificate of Appropriateness to the applicant regarding the proposal as shown in COA PLHR-2024-00122, such certificate to be subject to the conditions contained in the previous motion.

Second: Jennifer Smith

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

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

NAYS: None

Item 8. COA PLHR-2024-00124- The Historic District Commission is requested to consider a Certificate of Appropriateness request from Jonathan Thompson to build an accessory structure in the rear yard of 304 East Houston Street. (Parcel ID 09-231-1118)

Megan Brightharp, Jonathan Thompson and Katie Hartness approached the dais and were sworn in by the Chair.

Megan Brightharp approached the podium and introduced herself, she said, the Historic District Commission is requested to consider a Certificate of Appropriateness request from Jonathan Thompson to build an accessory structure in the rear yard of 304 East Houston Street.

Proposed Findings:

1. The subject property located at 304 East Houston Street is owned by Jonathan Thompson and is zoned RMD (Residential Medium Density). (Exhibit 1-2)
2. The property is located in the South Monroe Historic District. (Exhibit 3)
3. On December 11, 2023, the applicant applied for a COA requesting approval to build an accessory structure in the rear yard of the home. The applicant is proposing to build a shed that will consists of brick and mortar walls, a black tin stamped roof, wooden doors, one – over-one wooden windows, a wooden picture window, and a wooden sliding glass door. (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. (Exhibits 8-9)

Megan Brightharp said Staff has provided the appropriate standards and conclusions in your Staff Reports and I will be glad to answer any questions that you might have and the applicant is here as well to answer any questions that you might have for them.

Jennifer Smith asked do you have a picture of the front of the house? I didn't have a chance to ride by to look at it.

Megan Brightharp said I do not. (Megan pulled up a Google Street view of the house)

Chair asked are there any other questions for Megan? Hearing none, would the applicants come forward and state your names and address.

Jonathan Thompson and Katie Hartness approached the podium and introduced themselves. They both said they live at 304 East Houston Street. Jennifer Smith asked what is this building going to be?

Mr. Thompson said primarily for storage.

Gladys Kerr said I am delighted that you are going to do brick and mortar.

Jennifer Loria said I thought you were going to make it a home office.

Mr. Thompson said we wanted to keep in standing with our current roof and we've seen some roofs right here in the area be restored. I just tried to look at a lot of the recent materials that have been approved on our street that look like the tin stamped that was used in the 1900's and that was a pretty close pairing. I had pictures of some of the other accessory structures, like my garage and the brick and mortar under the house, and my neighbor's accessory structure that is brick with his wooden house. But, not to compare his to mine, but to say this is common right in my area. But, I don't know if we didn't get those in the file.

Jennifer Loria asked are you going to be able to see this from the street?

Ms. Hartness said you really can't see it from the street. The garage that's built there, that one does not have flooring. It's basically the gravel that's put on top of dirt and so it's not as substantial when we walk in to put anything in there for storage. Anytime it rains pretty hard, everything has to be up off and we never park a vehicle in there. You would have to suck in to go in, so we put bikes in there and we use it for tinkering. The person who owned it before we bought it had a wood shop back there where he could hammer things out and do craft projects. But, this would be a nicer construct and it would be directly behind that other structure. So, you would walk in between those two and it would be there.

Chair said it's a good size.

Ms. Hartness said we have a lot of books, so it's my hope to store them there. It's a lot of storage.

Anna Dowdy asked are the windows going to be matching?

Mr. Thompson said yes, I have pictures and tried to plan them out to match.

Ms. Hartness said we were hoping that our brick wouldn't be offensive because our little garage is brick. A friend of mine is involved in long haul trucking and he called me and said that he knew of a brickyard was going out of business and that all the bricks were five cents on a dollar and he asked if we wanted any. So, we said yes. When they unloaded everything, I said to Jonathan that if it doesn't get approved, we could just sell the bricks. We bought 12,000 bricks for \$500. We got excited before we knew what we wanted to do.

Mr. Thompson said it started a whole movement. I cleared out some old play equipment that was mold and was dangerous, so I cleared it out and three days later, we got the call. I knew something needed to go back there, but that's how it started.

Chair asked is that enough brick to do the project?

Ms. Hartness said we've been told that it will take $\frac{3}{4}$ of the amount and that we should have 10% extra, but that be 25% extra. So, that feels that we have enough of a buffer.

Chair asked are there any other questions for the applicants? Hearing none, would someone like to make a motion on this COA?

Gladys Kerr said I will, Mr. Chairman.

Motion: Gladys Kerr made a motion that the Historic District Commission Find as a Fact for the project COA PLHR 2024-00124, if constructed according to the plans reviewed at this meeting, which is a proposed shed with brick and mortar walls, a black tin stamped roof and antique style windows, is congruous with the character of the district. Therefore, the

application is generally in harmony with the special character of the neighboring property and or 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, Anna Dowdy, Matt Klaren, Gladys Kerr, Allen Watson and Jennifer Loria
NAYS: None

Motion: Allen Watson made a motion based on the proceeding Findings of Fact, that the Historic District Commission grant a Certificate of Appropriateness to the applicant regarding the proposal as shown in COA PLHR-2024-00124, such certificate to be subject to the conditions contained in the previous motion.

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

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

Item 9. COA PLHR-2024-00125- The Historic District Commission is requested to consider a Certificate of Appropriateness request from Cindy Alvarado to build an 18-foot by 14-foot wooden deck in the back left area of the home at 501 South College Street. (Parcel ID 09-235-199)

Megan Brightharp and Cindy Alvarado and Hugo Ochoa approached the dais and were sworn in by the Chair.

Megan Brightharp approached the podium and introduced herself, she said, the Historic District Commission is requested to consider a Certificate of Appropriateness request from Cindy Alvarado to build an 18 foot by 14-foot wooden deck in the back left area of the home at 501 South College Street.

Proposed Findings:

1. The subject property located at 501 South College Street is owned by Cindy Alvarado and is zoned RMD (Residential Medium Density). (Exhibit 1-2)
2. The property is located in the South Monroe Historic District. (Exhibit 3)
3. On November 27, 2023, the applicant applied for a COA requesting approval to build a wooden deck at the rear of the house. (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. (Exhibits 8-9)

Megan Brightharp said staff has provided the appropriate standards and conclusions in your Staff Report and I will be glad to answer any questions that you might have and the applicant is here to answer any questions that you might have for them as well.

Chair asked is this COA not just for the deck, but for the pergola as well?

Megan Brightharp said it's the whole.

Chair said the application says it's about the deck, but the rendering shows the pergola with it.

Megan Brightharp said they are proposing the whole structure, all of it.

Chair said ok, as long as we know what we are voting on.

Hugo Ochoa approached the podium and introduced himself. He said I am from 501 South College Street in Monroe. The picture is what we've chosen, it's going to be a 6 x 14 pergola on the deck, obviously. So, the deck with be 18 x 14 and basically what you see there is what we are trying to do.

Matt Klaren said ok, so it's going to be an 18 x 14 deck, with the pergola built in it.

Jennifer Loria said that's going to be beautiful.

Chair said ok, we just wanted to clarify what you were doing.

Jennifer Loria said I have a question and I'm not sure if this has anything to do with that, but I drove by...

Chair asked do you mean for the applicant or Keri?

Jennifer Loria said I'm not sure if it's for the applicant or Keri, but I noticed a shed in the back that has a tarp on it. It's like a Lowes or Home Depot tarp on it, are you planning on covering that shed with something?

Chair asked what are your plans with that structure, sir?

Mr. Ochoa said put siding on it.

Jennifer Smith said that's not before us.

Jennifer Loria said I didn't know if that had anything to do with us.

Keri Mendler said we can certainly take a look at it, but it certainly wouldn't be a part of this.

Jennifer Loria said I didn't know if it had anything to do with it and I didn't know if it was a question I could ask.

Chair said I'm glad you raised it though.

Chair asked does anyone have any other questions for the applicant? We tend to be deck friendly, so I will entertain a motion.

Motion: Anna Dowdy made a motion that the Historic District Commission Find as a Fact for the project COA PLHR 2024-00125, if constructed according to the plans reviewed at this meeting, is congruous with the character of the district because the standards state that new decks and patios will be located in inconspicuous areas and to be used with materials that are compatible with the Historic District and in this case, this is a deck that will be made entirely of wood, specifically pine, and it also will be in the rear of the house and not visible from the street. Therefore, the application is generally in harmony with the special character of the neighboring property and or the Historic District as a whole.

Second: Archie Morgan

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

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

NAYS: None

Motion: Jennifer Loria made a motion based on the proceeding Findings of Fact, that the Historic District Commission grant a Certificate of Appropriateness to the applicant regarding the proposal as shown in COA PLHR-2024-00125, such certificate to be subject to the conditions contained in the previous motion.

Second: Jennifer Smith

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

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

NAYS: None

Item 10. COA PLHR- 2024-00128- The Historic District Commission is requested to consider a Certificate of Appropriateness request from Damien and Deana Ristaino requesting approval for a previously demolished addition

to an existing carport. The applicant is also requesting to rebuild the addition to the carport as well as adding carriage style garage doors to a separate carport at the rear of the home at 506 S. Church St. (Parcel ID: 09-234-109)

Keri Mendler, Damien and Deana Ristaino approached the dais and were sworn in by the Chair.

Megan Brightharp approached the podium and introduced herself, she said, the Historic District Commission is requested to consider a Certificate of Appropriateness request from Damien and Deana Ristaino requesting approval for previously demolishing an addition to an existing carport. The applicants are also requesting to rebuild the addition to the carport. However, should rebuilding the carport to meet design standards not be feasible, the applicant would like to forego this request. Additionally, the applicant is requesting to add carriage style garage doors to a separate carport at the rear of the home at 506 South Church Street.

Proposed Findings:

1. The subject property located at 506 South Church Street is owned by Damien and Deana Ristaino and is zoned RMD (Residential Medium Density). (Exhibit 1-2)
2. The property is located in the South Monroe Historic District. (Exhibit 3)
3. On December 11, 2023, the applicant applied for a COA requesting approval for a previously demolished addition to an existing carport. The applicant also requested to rebuild the addition to the carport. However, should rebuilding the carport to meet design standards not be feasible, the applicant would like to forego this request. Additionally, the applicant requested to add wood carriage style garage doors to a separate carport at the rear of the home (Exhibit 4-6)

Jennifer Smith asked is that asphalt shingles on the roof?

Keri Mendler said I think so, but it just looks like there are some leaves up there.

Jennifer Smith said I meant on the new one.

Keri Mendler said they aren't doing a new carport; this is just for the doors. They just want to add the carriage style doors on to the carport.

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. (Exhibits 7-8)

Keri Mendler said Staff has provided the appropriate standards and conclusions into your Staff Report and I will be happy to answer any questions that you may have, and of course the new owners are here as well.

Gladys Kerr said Keri, for a house that's as loving and magnificent as that and the age that it is, sheds were appropriate. Am I not correct? I would so like to see the one that was destroyed rebuilt.

Jennifer Loria said the shed is still there.

Chair said it's still there.

Jennifer Smith said no, it's down.

Jennifer Loria said they only took the lean too on the side that they've taken off.

Keri Mendler said that's really what it is.

Gladys Kerr said I want to see it re-built.

Jennifer Loria asked what was that for before?

Jennifer Smith said to drive a tractor in.

Board discusses.

Chair asked are there any other questions for Keri before we get to the applicant?

Keri Mendler said just to quickly clarify, obviously with demolition, it's a little bit tricky. There were some safety concerns as far as that's concerned. I don't necessarily think you could deny the motion, but I'm going to defer a little bit to our attorney, but I think you could probably require them to re-build it to how it was.

Richard Long said you can.

Keri Mendler said if the Commission decides as a whole that you want it built back to how it was with the wood siding and the metal roofing, you certainly can. Of course, it's already been demolished, so that's not up for consideration because there were some safety issues concerning that. But, as a Commission, you can require them to re-build it. I just wanted to clarify that.

Jennifer Smith asked was there anything on the back of that added to it, it looks like there was a door.

Jennifer Loria said it was probably a walk through.

Keri Mendler said I will defer to the applicant; they probably have a better idea of kind of what was there.

Chair said I think that was just an opening where a door might have been.

Keri Mendler said there is no telling, it's pretty dilapidated looking.

Chair said ok, let's hear from the applicants. Would you all approach and introduce yourselves?

Damien and Deana Ristaino approached the podium and introduced themselves and said they live at 2921 Tallard Lane in Charlotte.

Jennifer Loria asked are you guys renovating and then moving into it?

Mrs. Ristaino said correct.

Chair said I see in the notes here that you are looking at a sizable amount of money, \$20,000-\$30,000 to do the repairs on the shed part, with the garage doors, I guess. What are your thoughts on what we are calling a lean too, I don't know if its proper, but you know what we are talking about? It's the part that's been removed, for clarification, are you wanting to replace that.

Mr. Ristaino said that was the intention, to replace that.

Jennifer Smith said oh good.

Gladys Kerr said wonderful, thank you.

Jennifer Smith said I think it needs to be added back.

Mr. Ristaino said the quote that you see there for \$40,000 is for that.

Jennifer Loria asked that quote for \$40,000 is just to replace the lean too portion? Because I see that it says customer doors are not quotable.

Mrs. Ristaino said that's just for the lean too, correct.

Chair said \$40,000 for a lean too and that's not including the carriage style garage doors?

Mrs. Ristaino said that's correct, the doors are on us.

Matt Klaren asked is the construction and renovation just pertaining to the lean too or does it go into the garage?

Mr. Ristaino said it pertains to that shed roof, which is on the back of that carport and now visible from the street. It also pertains a gable shed structure that was attached to that shed roof that's not visible in the picture.

Jennifer Smith asked it's on the back of the carport?

Chair said yes, this lean too, its behind your garage where you're wanting to put up the doors.

Jennifer Smith said there is a barn back behind there.

Mr. Ristaino said that barn will be a different meeting in a year or so.

Chair said I am just seeing dollar signs.

Jennifer Loria said that \$40,000 was to have the surface of the entire structure...

Mr. Ristaino said it is just the lean too and it does include repainting the entire structure. But, the paint, as we all know, isn't that expensive. But, what most of that quote was for was to try to repair and rebuild what existed.

Chair said I am certainly no contractor and I never pretend to be one, but \$40,000 to replace that lean too, just sounds excessive.

Mr. Ristaino said it is excessive and that's why we didn't go with it.

Jennifer Smith said maybe they need to get some more bids.

Mrs. Ristaino said that's why we said we would possibly not do it based on the costs.

Chair said it just sounds high, I'm not a builder, but I've had stuff done.

Mr. Ristaino said our research in doing this is that North Carolina gives a tax credit, but there are also standards in which they want it rebuilt. They want like kind of craftsmanship and same materials. Where are we going to find a contractor that's going to be within the budget the way it was built in 1920, when it was actually erected. I don't think its possible and if we do, it's going to be well out of the range of money. Not to mention the rest of that property, the red barn in the back, there is a beam that has failed that holds up the second floor and I'm surprised that it hasn't fallen in on someone on accident yet. If we don't address that, they will be our next meeting that we are going to be asking to take down and not build back.

Jennifer Loria said you would rather spend the \$40,000 on the barn.

Mr. Ristaino said we would rather spend \$40,000 on a structure that is there that can actually...

Chair said it's still a structure that can't be seen from the road and its hidden behind your garage.

Mr. Ristaino said that barn can actually be seen from the.

Chair said not the red barn, I was talking about the lean too.

Mr. Ristaino said the lean too can't be seen from the road at all. It really didn't serve much of a purpose and no one was really using it anyways. As far as I knew, nothing was stored in it. There was some cabinets and things, but nothing important was there.

Jennifer Smith asked the roof that is over the top, that I was asking about, is it in bad repair too?

Mr. Ristaino said it is in bad repair. That is a standing seam tin roof that has probably been there since 1920. That would be another Certificate of Appropriateness on down the line.

Jennifer Smith said I thought it was shingles, I couldn't tell.

Allen Watson asked is it failing?

Mr. Ristaino said I believe it could be. I haven't really inspected it closely. But, for as long as it's been there, it probably is.

Jennifer Loria asked is the structural integrity of the actual garage leaning?

Mrs. Ristaino said yes, its leaning.

Mr. Ristaino said its being propped up.

Mrs. Ristaino said there is a huge oak tree that's pushing into it. We will have to straighten that structure out before putting doors on it.

Mr. Ristaino said that oak tree that's pushing it over, that's going to be another request to do something about.

Chair said that's tricky in the district with trees, especially if it's a tagged tree.

Mr. Ristaino said the intention there is to find an arborist that cannot take down the tree, but to alter where that tree...

Jennifer Smith said Matt Klaren knows an arborist.

Matt Klaren said I know plenty.

Chair said there is plenty of help in the district for that type of thing. A lot of us has been through that.

Mr. Ristaino said the trunk is touching the roof and then there is a root that is pushing up on part of the foundation of that structure and that's what I want have done. I want to remove that contact so we can make the building straight again.

Jennifer Loria said oh ok.

Chair asked basically we are being asked to approve these garage doors and to reconstruct the lean too, if they can do it affordably.

Gladys Kerr said yes.

Matt Klaren asked did I hear correctly that in order to put the garage doors in, you have to correct the building?

Mr. Ristaino said yes, we do have to correct the building and the way its leaning.

Matt Klaren asked is that part of this request?

Chair asked Keri, would that be part of this?

Keri Mendler said correcting the structural integrity and if they aren't changing materials, but some of this is normal maintenance and repairs.

Jennifer Loria said it all becomes subjective of what is affordable for reconstructing this lean too, like when we say we want you to reconstruct the lean too portion, if its affordable, that's relative.

Chair said they are wanting permission to do that, if they decide to do it, basically.

Jennifer Smith said I don't think it's up to us to check out someone's wallet to see if its affordable or not.

Gladys Ker said that's their decision.

Jennifer Loria said it's a portion that you can't see from the road.

Chair said you can't see it and it sounds expensive to replace.

Jennifer Smith said its part of the house. It's part of the original history.

Chair said I get it, it's just \$40,000.

Mr. Ristaino said if I might add, we are really interested in the main structure of that property, which is the home itself. There is a main beam in that foundation that's failed and a lot of the foundation work is going to be \$26,000 to fix. That's all by itself and we've already had to do repair work on the roof. Then, that will eventually have to be replaced and it's \$15,000. That barn that needs to be saved, who knows. In the big scope of things for the overall property when we are talking about budget, if it has to be \$15,000-\$20,000 for that small structure on the back of the carport, that's kind of where we are wanting to draw the line. Let's focus on the more important things, which is the main house and the other barn that's still standing.

Mrs. Ristaino said we are wanting to get in the house.

Jennifer Smith asked what kind of timeline, if we approve that we want that added on, does it have to be completed within a certain timeframe or can we just say that it can be done whenever they deem to put it back.

Chair said it depends on how long the COA is good for, I think it's a year.

Jennifer Loria asked 365 days?

Keri Mendler said yes, the ordinance outlines provisions for COA's. So, basically COA's are good for 12 months and there are some provision's where you begin work and then stop for a period, it doesn't just expire. But, if you don't do anything with it after a year, then the COA expires.

Chair said I think we see the gist of what they are trying to accomplish and I've got no problem with it. This is a lean too that you can't see from the street and this is an old house with a variety of problems, expensive problems to fix. They may run out of money or get close and say the lean too is going to have to wait for another time. I think we see what they are trying to accomplish here with quite a large project with various elements to it. Would anyone like to make a motion on this COA?

Jennifer Smith asked how many of us are for them putting the lean too back, is what I would like to know first.

Jennifer Loria said I think we are all happy about the carriage doors and the style of the doors.

Chair agreed and said some members of the Board think that the lean too needs to be replaced. It was torn down, it was original, and so therefore, it should go back. Some of us are saying that you can't even see it and its very expensive to fix.

Jennifer Smith said we aren't talking about expense; we are talking about the character of the property.

Jennifer Loria said I think if I could see it from the street, I would say yeah.

Jennifer Smith said if you go through the alleyway, you sure can see it.

Gladys Kerr said it's not like its invisible.

Chair said I understand about the integrity and I understand what you are saying, Jennifer. But, as you know, we also try to help the homeowner to save some money here and there, if we can and it falls within our guidelines. I'm just trying to understand that they've got various problems with exterior structures before they even get to the house.

Jennifer Smith said maybe this should be tabled until later. So, they can fix what they need to do with the original part of the house that has the beam problems. Maybe just table that part of that for later on down the line.

Jennifer Loria asked would we approve the carriage doors and then...

Gladys Kerr asked what is more important to you folks? Working on your house or these shed buildings?

Mrs. Ristaino said getting in our house.

Jennifer Smith said you don't need our approval for fixing that.

Gladys Kerr said why don't we just table the shed and barn?

Jennifer Smith said that's what I just said.

Jennifer Loria asked can we approve the carriage doors and then table the lean too?

Jennifer Smith said leave something about the lean too for later.

Jennifer Loria asked how long can we table it for?

Jennifer Smith said a couple years.

Richard Long said it's not before you, only the carriage doors are before you.

Jennifer Smith said oh, ok.

Richard Long said you can require them to rebuild it, but that is not before you tonight.

Chair said wait a minute, let them hammer it out. We need to see what we are voting on.

Keri Mendler said I think COA's typically have a time limit that you can table them. So, you can't just table it indefinitely.

Jennifer Loria asked what is that time limit?

Jennifer Smith asked ok, but is that before us or not?

Richard Long said I'm sorry, I made a mistake.

Jennifer Loria asked what is our time table for being able to approve part of it, but table the other section?

Matt Klaren asked what is the rationality for tabling it at this point?

Jennifer Smith said to give them time to get their house repaired.

Anna Dowdy said I think we should vote to see how it pans out.

Richard Long said its presented to you almost in the alternative. It's the carriage doors and to rebuild the shed, if they can and do it affordably, but if they cannot do it affordably, they don't do it.

Jennifer Loria asked but that's the question, what's affordable?

Gladys Kerr said they decide, we don't.

Chair said they would be able to make that decision.

Mr. Ristaino said if I may, I have one more point on all this, as you see that structure, which was during our due diligence period. When the appraiser said that it had to come down, it was unsafe. If we had not purchased that home, it would still be sitting just like that. There may possibly be no COA, then it could be laying on the ground in a couple years from now anyways. So, it's one of those things where it had to be done, regardless of what anyone's thoughts or feelings were about it.

Jennifer Loria said we all agree that it had to come down.

Gladys Kerr said no, we don't all agree.

Chair said it couldn't be repaired is what she said.

Mrs. Ristaino said we had contractors come out and we submitted something saying the contractor said it was in ill repair. We have 4 or 5 contractors come out and they all said the same thing.

Jennifer Loria said there comes a point when certain things just can't be repaired, now whether or not you can rebuild it to look exactly how it looked before is another thing.

Mr. Ristaino said I think that's impossible.

Chair said it would carry more weight with me if this was visible from the street, which it's not.

Allen Watson said agreed.

Jennifer Smith said it's visible from the alley.

Gladys Kerr said yes, we know it's there.

Allen Watson said it's not visible anymore, because it's not here.

Jennifer Smith said no it isn't, but to put it back, you wouldn't see it. It's at the back of the house. If they rebuilt it and put all this money in it, you can't see it. But, you can.

Mr. Ristaino said our intention was to rebuild it, I'll just say that. However, what we are asking right now, is to let us make the decision to rebuild it and grant us permission to have it torn down.

Richard Long said guys, the idea here is whether or not they rebuild it. Now, it's down now and it could not be repaired, it is not something you can require them rebuild because it could not be repaired. The question is, do they rebuild it or not, that is their option. If they want to come back to you, you can carve this down and say replace the doors and then if they want to come back and say they want to rebuild it, they can. I think this thing being tied together makes your decision so you can't make it.

Chair said it does make it confusing. Ok, your main focus is the house and not this lean too thing. Would you be amicable to leaving out the language about the lean too and lets just concentrate on the doors?

Mr. Ristaino said as long as we have permission to post demo.

Mrs. Ristaino said that's why we did it, because we were told that we did not seek permission to demo it.

Allen Watson said really what you want is permission to demo and then decide what to do later.

Mrs. Ristaino said yes.

Matt Klaren said I think that is exactly right. What they are trying to do is get confirmation that they can actually demo it and then later decide. I believe the foundation of it still standing.

Mr. Ristaino said there is still some foundation still there. The footprint is there to actually rebuild later. The cost is more the issue now.

Jennifer Smith said you can get your contractor's license and build it yourself.

Mr. Ristaino said I would rather not do that.

Chair asked Richard, is that the best way to do it? Is to leave that part of it out? Leave the lean too out?

Richard Long said it sounds to me, they want permission to demo, period. Then, after that's done and you can come back and say I want to rebuild it, you can apply for it again.

Matt Klaren said that's exactly what they are asking.

Chair said if they had come before us to demo it, in its present state, its unsafe and it can't be repaired. I think we would have okayed the demo. Its unsafe.

Jennifer Smith said unsafe is subjective to what a contractor that doesn't want to deal with or doesn't understand history, like what we are trying to preserve.

Chair asked you see it; would you go in it?

Jennifer Smith said when they had open house, I went in it.

Chair said ok, so the motion needs to be to allow them to demo it, which has already been done, and approve the carriage style doors. Then, at such time, if they decide they want to build it back and they get a better price, or whatever it is, they would come to us for a COA to build the lean too back.

Jennifer Smith asked we can't add that...

Gladys Kerr said we aren't adding anything, it's just the two things. Approve their demo and the doors, then you and I are going to pray that they are going to build it back.

Jennifer Smith asked we can't add that in there to be a future rebuild.

Gladys Kerr said no, we just have to hope.

Chair said I will entertain a motion.

Motion: Anna Dowdy made a motion that the Historic District Commission Find as a Fact for the project COA PLHR 2024-00128, if constructed according to the plans reviewed at this meeting, is congruous with the character of the district because of the standards that state, that if all alternatives to demolition are exhausted, that that must be looked in to. In this particular case, it appears that the homeowners reached out to several contractors, all of them suggested that repair would not be a viable option and that demolition was really the only option. Also, the photos seem to show that there is significant deterioration on the lean too portion of the shed, so demolition was the only option. As to the carriage style doors on the shed, the proposed style doors are consistent with other garages in the area and they are historic appearing in nature. Therefore, the application is generally in harmony with the special character of the neighboring property and or the Historic District as a whole.

Second: Archie Morgan

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

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

NAYS: None

Motion: Gladys Kerr made a motion based on the proceeding Findings of Fact, that the Historic District Commission grant a Certificate of

Appropriateness to the applicant regarding the proposal as shown in COA PLHR-2024-00128, such certificate to be subject to the conditions contained in the previous motion.

Second: Jennifer Smith

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

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

NAYS: None

Item 11. Next Meeting: February 12, 2024

Item 10. 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, Matt Klaren, Anna Dowdy, Gladys Kerr, Allen Watson and Jennifer Loria

NAYS: None

The meeting adjourned at 7:58 pm.

Respectfully submitted,

Archie Morgan
Chairman

Ashlyn Penegar
Secretary to the Board



STAFF REPORT
PLHR-2024-00120

TO: Historic District Commission Members

DATE: March 11, 2024

FROM: Keri Mendler, Senior Planner

PREPARED BY: Megan Brightharp, Planner

SUBJECT: Certificate of Appropriateness request at 508 South Crawford Street.

SUMMARY STATEMENT

This item was tabled from the January 8, 2024 Historic District meeting to allow the applicant time to find a different door as recommended by the Commission. The Historic District Commission is requested to consider a Certificate of Appropriateness request from Veronica Carillo requesting approval for previously replacing a window with a new door on the front façade of the home at 508 South Crawford Street.

SITE DATA

Type of Action:	Certificate of Appropriateness
Date of Petition:	12-6-23
Name of Petitioner:	Veronica Carillo
Location:	508 South Crawford Street
Tax ID #:	09-235-206A
Lot Size:	0.284 acres
Zoning Classification:	RMD (Residential Medium Density)

GENERAL INFORMATION

508 S. Crawford street - J. E. Efird House I; Probably built around 1895 for Jacob E. Efird (1867-1931) of Efird Marble works, this one and a half-story frame Queen Anne style house has a hipped main block with twin gables at the front corners. Centered between the gables is a gabled dormer with a small balcony in front of it. Extending from the south side of the house is a gable-roofed wing. Another gable is set in the north elevation. These gables and the dormer have flush-sheathed faces and ornamental spindled and scroll~sawn gable inserts. Across the front of the house is a front porch that has angled gables at the two outer corners and a gabled portico over the front

steps. This porch has turned posts, a spindled fringe, and square-section railings. Windows on the house have two over two sash, except for one over one windows in gables. Windows under the porch have molded surrounds and bullseye corner blocks. The porch walls are sheathed with beaded tongue and groove. Although the original front door has been removed, the molded surround, sidelights and transom remain.

RELEVANT DESIGN STANDARDS

Windows and Doors (pg. 53)

1. Retain and preserve windows and doors including sidelights and transoms and their decorative and functional features that are important in defining the historic character of a district building — such as frames, sash, muntins, lintels, sills, thresholds, moldings, surrounds, hardware, and shutters — as well as their finishes.
The applicant is requesting permission for previously installing a wooden door that replaced the existing window.
2. Preserve and maintain window and door features, surfaces, and details through appropriate methods and ensure that historic drainage features that divert rainwater from their surfaces are intact and properly functioning.
The applicant is requesting permission for previously installing a wooden door that replaced the existing window.
3. It is not appropriate to replace deteriorated windows, doors, or shutters with stock items that do not fill the original openings or duplicate the original in size, material, and design. Two-dimensional simulations of pane subdivisions, such as snap-in muntins, are not appropriate replacements for true divided-light window panes.
The applicant is requesting permission for previously installing a wooden door that replaced the existing window.

PROPOSED FINDINGS

Staff offers the following Proposed Findings:

1. The subject property located at 508 South Crawford Street is owned by Eva Guzman-Carrillo and is zoned RMD (Residential Medium Density). (Exhibit 1-2)
2. The property is located in the South Monroe Historic District. (Exhibit 3)
3. On December 6, 2023, the applicant applied for a COA requesting approval for previously replacing a window with a door on the front façade of the home. At the January 8, 2024 meeting, the Historic District Commission tabled the request to allow the applicant time to find another door. The applicant has painted the subject door white to match the primary front door in response to the Commission's comments. (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. (Exhibits 8-9)

CONCLUSIONS

The proposal requesting approval for previously replacing a window with a new door on the front façade of the home as presented (is/is not) congruous in concept according to the *Windows and Doors* standards of the *South Monroe Historic District Design Standards*:

Windows and Doors (pg. 53)

1. Retain and preserve windows and doors including sidelights and transoms and their decorative and functional features that are important in defining the historic character of a district building — such as frames, sash, muntins, lintels, sills, thresholds, moldings, surrounds, hardware, and shutters — as well as their finishes.
2. Preserve and maintain window and door features, surfaces, and details through appropriate methods and ensure that historic drainage features that divert rainwater from their surfaces are intact and properly functioning.
3. It is not appropriate to replace deteriorated windows, doors, or shutters with stock items that do not fill the original openings or duplicate the original in size, material, and design. Two-dimensional simulations of pane subdivisions, such as snap-in muntins, are not appropriate replacements for true divided-light window panes.

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

Exhibits:

1. Aerial Map
2. Zoning Map
3. Historic District Map
4. Application
5. Historic Photos of the House
6. Photos of the New Door
7. Photos of Painted Doors
8. APO List
9. APO Map

Prepared by: MB 02-20-2024

Aerial Map
PLHR-2024-00120

Legend

-  Centerlines
-  Parcels
-  Subject Property

Existing: RMD
(Residential Medium Density)

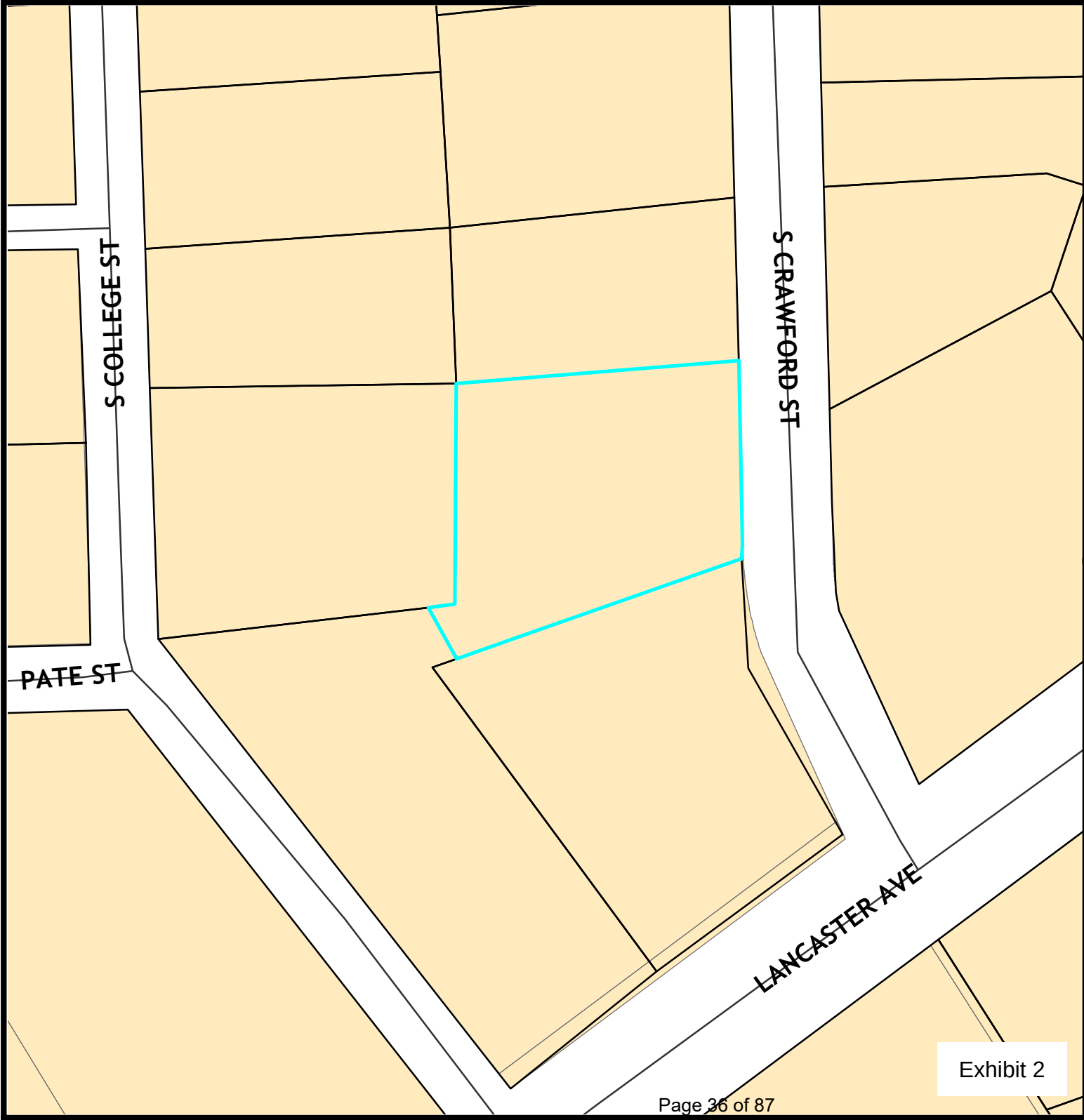
Owner:
Eva Guzman- Carrillo

Acres: .306



0 60 120
 Feet

Exhibit 1



Zoning Map
PLHR-2024-00120

Legend

- Centerlines
- Parcels
- Zoning Districts**
 - RMD
- Subject Property

Existing: RMD
(Residential Medium Density)

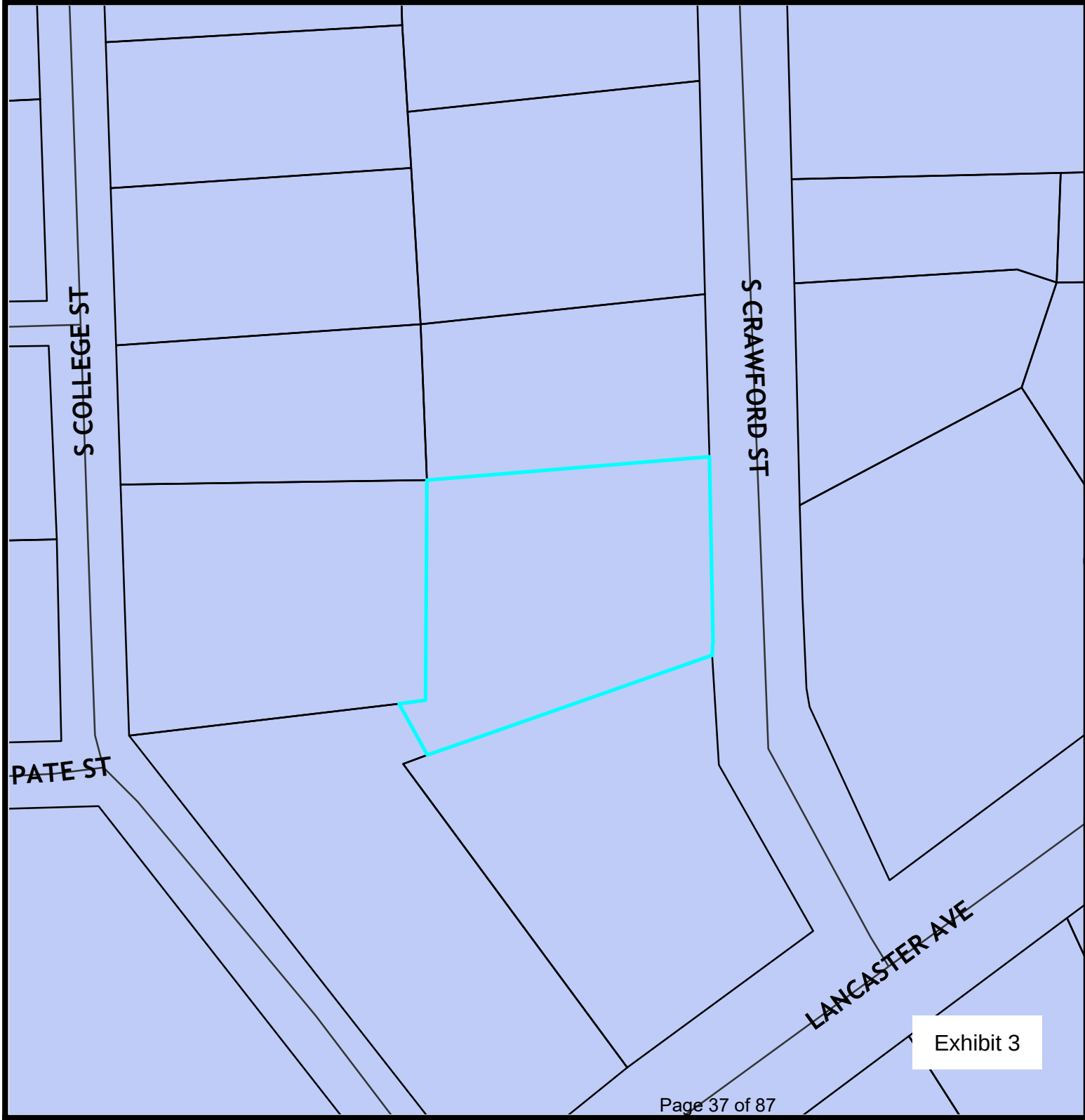
Owner:
Eva Guzman- Carrillo

Acres: .306



0 60 120
Feet

Exhibit 2



Historic District Map

PLHR-2024-00120

Legend

- Centerlines
- Parcels
- Historic District
- Subject Property

Existing: RMD
(Residential Medium Density)

Owner:
Eva Guzman- Carrillo

Acres: .306



0 60 120
Feet

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: 508. S. Crawford
Applicant's name: Veronica Carrillo
Applicant's address: 508. S. Crawford

Applicant's telephone number: 204-218-7288
Applicant's email address: Nero Carrillo123@aol.com
Property Tax identification number: _____ - _____ - _____

2. The property is owned by (if different from above) Eva Guzman.
Address: 707 S. Hayne Telephone: 980-505-1233

3. The following Certificate of Appropriateness is requested for: _____
Please provide a brief description of the project. _____
To keep the side door
instead of the window

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).

Veronica Carrillo
Applicant- Printed

Veronica Carrillo
Applicant- Signed

12-6-23

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.

Exhibit 4

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



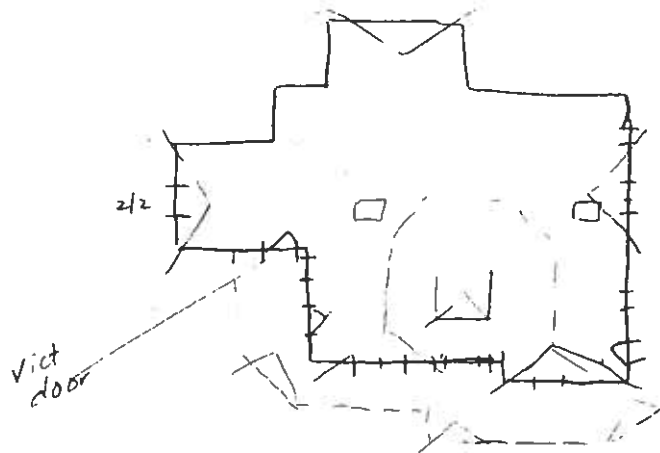
Exhibit 5

great details in gables
 spindle sun bursts
 narrow + g siding, bargebd,
 decorative attic vents
 great dormer

windows 2/2

square frieze
 balustrade

delapidated
 garage



front door
 removed

db 58, p 526. April 1904. W S Krauss to J E Efird. Beginning at a stone on Crawford St & runs with Crawford St 14 1/2 ft to J E Efird's corner. Thence with Efird's line S. 67 W 110 ft to a stone, thence a straight line back to the beginning corner 108 ft.

b 44, p 590. May 1909. Monroe Insur & Invest Co. to J E Efird. 2900. Beginning at a stone or stake on Lafayette St (probably means Lancaster Ave), then S 53 W 169 ft with said st to a rock, then N 6.75 W 86 ft to a stone, then N 3 W 90 ft with Crawford St to a stone, then N 54.25 E 111.5, then S 33.75 E 159.75 to beginning. being SW corner of J R Winchester Home or residence lot. J R Winchester & G (?) P Lowry (1892)

drawing by Joseph Schuchman
 Page 41 of 83



New Door as Presented in the January 8th Meeting



New Door, Painted

Primary Front Door



Front Door to Replace Window



Exhibit 7

ACCTNO	OWNERNAME1	OWNERNAME2	OWNERADDRE	OWNERCITY	OWNERSTATE	OWNERZIP
09235217	BELK MATTHEW	BELK STEPHANIE	400 LANCASTER AVE	MONROE	NC	28112
09235180	BUNDY SIDI BROWN	BUNDY APRIL LAUREN	800 S COLLEGE ST	MONROE	NC	28112
09235111	CANTEY KIMBERLY ELIZABETH		405 LANCASTER AVE	MONROE	NC	28112
09235215	CHILDS CHRISTOPHER CODY	HUENKE EMILY R	505 S. CRAWFORD ST	MONROE	NC	28112
09235218	CROSS JESSICA M		506 S WASHINGTON ST	MONROE	NC	28112
09235206	DUNCAN JOHN CHRISTOPHER	DUNCAN STEPHANIE M	6715 WESLEY GLEN DR	WAXHAW	NC	28173
09235182	FLOYD SARAH VIRGINIA		600 S COLLEGE ST	MONROE	NC	28112
09235216	FOMEN ASHLEY	FOMEN ALEX	408 LANCASTER AVE	MONROE	NC	28112
09235207	GRISE-HANEY MARTHA		504 S CRAWFORD ST	MONROE	NC	28112
09235206A	GUZMAN-CARRILLO EVA		508 S CRAWFORD ST	MONROE	NC	28112
09235208	LLINAS VERA B		603 EFIRD ST	MONROE	NC	28112
09235114	MONROE CITY BOARD OF EDUCATION		500 N MAIN ST	MONROE	NC	28110
09235200	MOSLEY BARRY PERNELL		503 S COLLOGE ST	MONROE	NC	28112
09235112	PAEZ JONATHAN		407 LANCASTER AVE	MONROE	NC	28112
09235219	PRICE RICHARD	PRICE JULIA	504 S WASHINGTON ST	MONROE	NC	28112
09235202	RAPER BYRLE D		505 S COLLEGE ST	MONROE	NC	28112
09235203						
09235197						
09235201						
09235214	SHERROD ROBERT G JR		221 S BRAGG ST	MONROE	NC	28112
09235205	SMITH PATTI		502 LANCASTER AVE	MONROE	NC	28112
09235204	SONG REALTY LLC		PO BOX 79192	CHARLOTTE	NC	28271
09235181A	WHITE MICHAEL D	WHITE RUTHHANNE	602 SOUTH COLLEGE ST	MONROE	NC	28112

APO Map
PLHR-2024-00120

Legend

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

Existing: RMD
(Residential Medium Density)

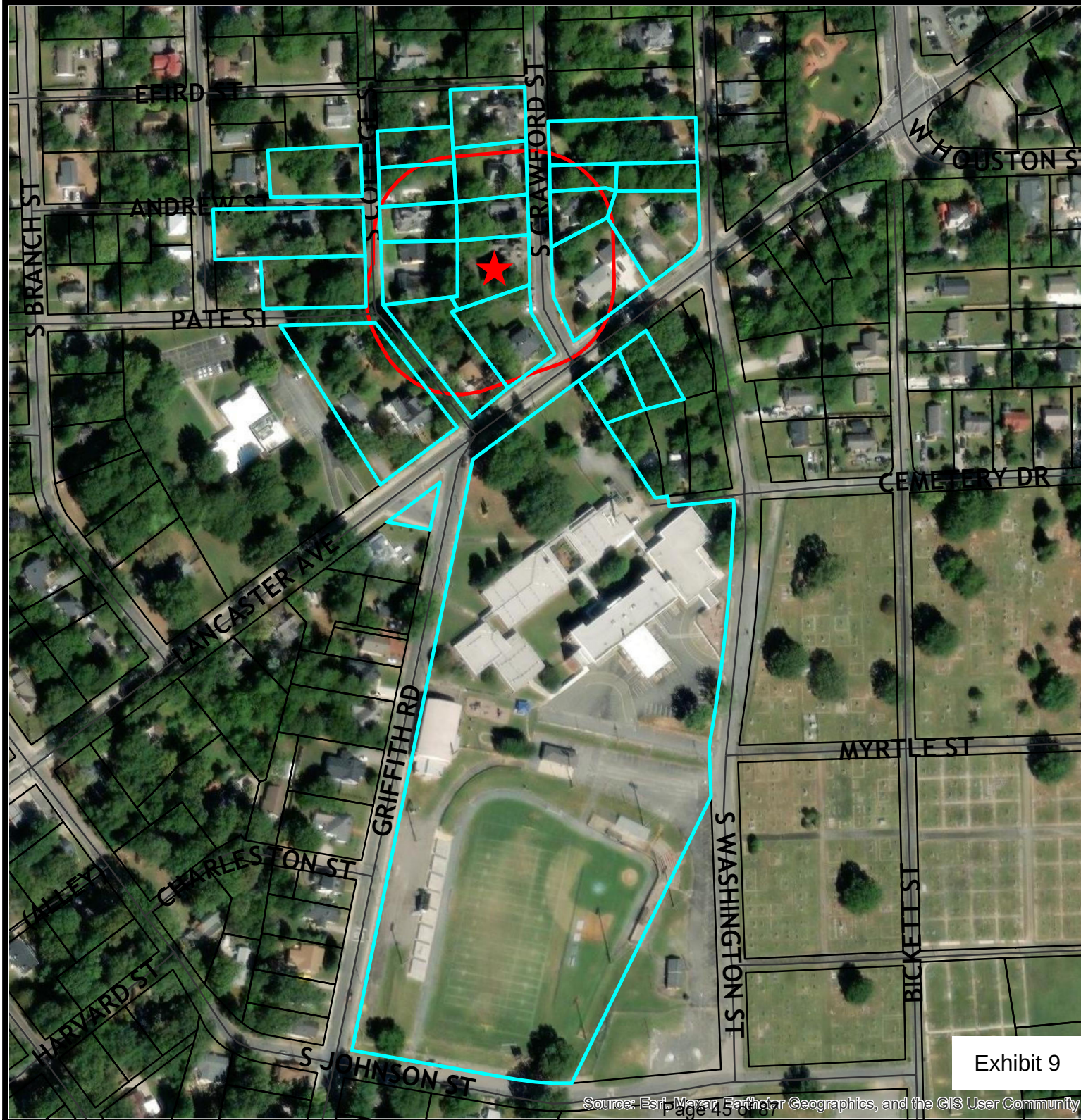
Owner:
Eva Guzman- Carrillo

Acres: .306



0 240 480
Feet

Exhibit 9





STAFF REPORT
PLHR-2024-00165

TO: Historic District Commission Members

DATE: March 11, 2024

FROM: Lisa Stiwinter, Planning and Development Director

PREPARED BY: Keri Mendler, Senior Planner

SUBJECT: Certificate of Appropriateness for 311 E. Houston St.

SUMMARY STATEMENT

The Historic District Commission is requested to consider a Certificate of Appropriateness request from the City of Monroe to demolish the house located at 311 E. Houston Street. The City of Monroe City Council adopted an ordinance, on January 18, 2024, to declare the structure at 311 E. Houston Street as dilapidated and unfit for human habitation. The adopted ordinance includes an order to demolish the structure.

SITE DATA

Type of Action: Certificate of Appropriateness

Date of Petition: February 27, 2024

Name of Petitioner: City of Monroe

Location: 311 E. Houston St.

Tax ID #: 09-231-127

Lot Size: 0.52 acres

Zoning Classification: RMD (Residential Medium Density)

GENERAL INFORMATION

W.J. Hudson House, circa 1905

City directories record that this one-story frame house, which appears on the 1914 Sanborn Map, was occupied in the 1920's by W.J. Hudson of W.J. Hudson & Sons, cotton dealers. A number

of unusual features enliven the single-pile house which has a large wing spanning the rear. The front section has end gables, as well as facade gables on the three-bay facade; one of the facade gables matches the end gables, while the other is narrower and has a steeper pitch. This arrangement is also seen on the Walter Norwood House on South Church Street (#22). Vertical siding sheathes the gable ends. Elongated dentils decorate the cornice of the one-story wraparound porch, which has slender classical columns and square-in-section balusters. Windows are two over two sash, and two chimneys are located between the front section and rear wing. Four large oak trees line the front of the lot.

RELEVANT DESIGN STANDARDS

Demolition, pg. 74-75

1. Before demolition, work with the Historic District Commission to seek alternatives to demolition.
2. Prior to demolition, if all alternatives to demolition are exhausted, provide the Historic District Commission with documentation of the building in the form of photographs and written documentation.
3. Prior to demolition, work with the Historic District Commission and other interested parties to salvage usable architectural materials and features.
4. Prior to demolition, obtain a demolition permit from the City of Monroe Department of Planning and Development.
5. Prior to demolition, submit a site plan to the Historic District Commission illustrating the proposed landscaping or development of the site post-demolition for approval by the HDC.
6. During demolition, ensure the safety of any adjacent properties, historic resources, and significant site features, including trees, which may be affected by the demolition. Protect trees on the site from damage due to compaction of the soil by heavy equipment.
7. After demolition, clear the site promptly and implement the approved site plan and maintain the site until it is reused.

PROPOSED FINDINGS

Staff offers the following Proposed Findings:

1. The subject property located at 311 E. Houston Street is owned by Mary Neal 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 January 19, 2024, the Planning Director presented a petition for an ordinance to declare the property at 311 E. Houston St. as unfit for human habitation and demolition to the Monroe

City Council. As the conclusion of this presentation and public hearing, City Council adopted an ordinance finding the structure unfit for human habitation and order the dwelling be repaired or demolished and removed. (Exhibit 4-5)

4. On February 27, 2024, the City of Monroe Planning and Development Department applied for a Certificate of Appropriateness (COA) requesting approval to demolish the structure at 311 E. Houston St. (Exhibit 6-7)
5. The Historic District Commission may delay the issuance of a COA for demolition for up to 365 days in the case of structures that provide to be significant historic resources of the district. The purpose of this delay period is to give the commission adequate time to explore alternatives to the destruction of the building. (Exhibit 8)
6. The proposed structure does meet the review criteria for a Certificate of Appropriateness according to Section 6.3 of the Unified Development Ordinance.
7. All adjacent property owners have been notified of the Certificate of Appropriateness request. (Exhibits 9-10)

CONCLUSIONS

The proposed project that consists of demolition of the house at 311 E. Houston Street as presented (is/is not) congruous in concept according to the *Demolition* guidelines contained within the *South Monroe Historic District Design Standards*:

Demolition, pg. 74-75

1. Before demolition, work with the Historic District Commission to seek alternatives to demolition.
2. Prior to demolition, if all alternatives to demolition are exhausted, provide the Historic District Commission with documentation of the building in the form of photographs and written documentation.
3. Prior to demolition, work with the Historic District Commission and other interested parties to salvage usable architectural materials and features.
4. Prior to demolition, obtain a demolition permit from the City of Monroe Department of Planning and Development.
5. Prior to demolition, submit a site plan to the Historic District Commission illustrating the proposed landscaping or development of the site post-demolition for approval by the HDC.
6. During demolition, ensure the safety of any adjacent properties, historic resources, and significant site features, including trees, which may be affected by the demolition. Protect trees on the site from damage due to compaction of the soil by heavy equipment.
7. After demolition, clear the site promptly and implement the approved site plan and maintain the site until is it reused.

Attachments:

1. Aerial Map
2. Zoning Map

3. HD Map
4. City Council Staff Report
5. Adopted Ordinance
6. Application
7. Photos of Structure
8. HD Design Standards Excerpt
9. APO List
10. APO Map



Aerial Map

PLHR-2024-00165

Legend

— Centerlines

▭ Parcels

Existing: RMD
(Residential Medium Density)

Owner: Mary Neal

Acres: .52



0 50 100
Feet

Exhibit 1

Zoning Map

PLHR-2024-00165

Legend

— Centerlines

▭ Parcels

Zoning Districts

▭ RMD

Existing: RMD
(Residential Medium Density)

Owner: Mary Neal

Acres: .52



0 50 100
Feet

Exhibit 2

Historic District Map

PLHR-2024-00165

Legend

- Centerlines
- Parcels
- Historic District

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

Owner: Mary Neal

Acres: .52



0 50 100
Feet

Exhibit 3



STAFF REPORT

TO: City Council

VIA: Mark Watson, City Manager

DATE: January 18, 2024

PREPARED BY: Lisa Stiwinter, Director of Planning and Development

FROM: Lisa Stiwinter, Director of Planning and Development

SUBJECT: Petition for an Ordinance to Declare Certain Property Unfit for Human Habitation and Demolition located at 311 E. Houston Street (Tax ID: 09-231-127).

SUMMARY STATEMENT

City Council is requested to consider an Ordinance to declare the dwelling at 311 E. Houston Street dilapidated and unfit for human habitation and to order the dwelling repaired, altered, improved or demolished and removed.

REVIEW

In May 2023, the City received complaints regarding an animal infestation at the dwelling located at 311 E. Houston Street. The animals had started to invade the neighboring properties posing a health and safety issue. On May 26, 2023 a Minimum Housing Petition was filed by the Code Enforcement Officer due to the citizen concerns. A Minimum Housing Inspection was conducted on May 26, 2023 and several violations were found.

During the Minimum Housing Inspection the Code Enforcement Officer found the following violations: dilapidation, decay, unsanitary conditions and disrepair that is dangerous to the health, safety and welfare of the occupant; inadequate facilities for egress in case of fire or panic; defects significantly increasing the hazards of fire and accident; lack of connection to a potable water supply and public sewer; foundation band rotten throughout the exterior of the dwelling;

rotten siding, fascia boards, holes in siding and not weather tight; missing interior wall in rear of dwelling; hole in ceiling in front and rear of dwelling; failing ceiling through both first and second floor of rear of dwelling; rotten front porch and failing rear porch; steps on front, side and rear porch failing; missing plumbing; missing HVAC unit; and exposed wiring throughout dwelling.

The dwelling is located at 311 E. Houston Street and in the South Monroe Historic District. The dwelling has been vacant and in a state of disrepair for an extended time frame. The current owner, Mary Neal and her power of attorney's Tiffany Watson and Mary Nash were notified of a minimum housing hearing, scheduled for July 6, 2023 by way of regular and certified mail and with a copy of the notice posted on the dwelling. Tiffany Watson and Mary Nash attended the minimum housing hearing.

The findings of the hearing indicate the dwelling was determined to be dilapidated and unfit for human habitation and ordered to be repaired or demolished within ninety (90) days, due to the unsafe condition of the dwelling. During the 90-day timeframe, the parties in interest worked to remove all the trash, junk, debris and animal infestation from the dwelling. A copy of the findings of facts and order was mailed by regular and certified mail and a copy posted on the dwelling stating all violation of the Minimum Housing Ordinance and ordering the repair or demolition within ninety (90) days. The finding of facts and order of the Code Enforcement Officer, entered on July 12, 2023 ordering Mary Neal and parties in interest if any to repair or demolish and remove said structure was not appealed and the time for appeal expired on October 13, 2023.

On October 11, 2023, the Code Enforcement Officer performed a re-inspection of the dwelling to determine if the violations of the Minimum Housing Ordinance had been corrected. Upon request the owners and parties of interest received a thirty (30) day extension to bring the property into compliance with the Minimum Housing Ordinance.

Due to the condition of the structure and the adverse impact it has on the area, staff requests that the structure be repaired, altered, improved or demolished and removed. A lien will be placed on the property to collect the cost of the demolition upon any sale of the property. According to Chapter 153 of the Code of Ordinances titled "Minimum Housing Standards", if the repair; alteration; improvement of the dwelling cannot be made at a reasonable cost of less than 50% of the value of the dwelling the order shall require the owner, within the time specified in the order, to remove or demolish such dwelling. The value of the dwelling is \$186,000 and the land value

is \$14,500. HCB Construction, LLC, a licensed general contractor, provided the city an estimate for repair in the amount of \$104,480.00, which is greater than 50% of the value of the dwelling.

RECOMMENDATION

Staff recommends City Council declare the property unfit for human habitation and adopt the demolition ordinance. If City Council recommends adoption of the demolition ordinance, this case will then proceed to the Monroe Historic District Commission for a recommendation since the property is located in the South Monroe Historic District.

City Council will need to take action on the following items:

1. Motion to recommend adoption of the Ordinance to Declare Certain Property Unfit for Human Habitation and Demolition located at 311 E. Houston Street (Tax ID: 09-231-127).

OR

2. Motion to recommend denial of the Ordinance to Declare Certain Property Unfit for Human Habitation and Demolition located at 311 E. Houston Street (Tax ID: 09-231-127).

Attachment(s):
Attachment 1-Ortho Map
Attachment 2-Petition
Attachment 3-Administrative Warrant
Attachment 4-Complaint & Notice of Hearing
Attachment 5-Findings of Fact/Remove &
Demolish Order
Attachment 6-Photographs
Attachment 7-Ordinance

FILED
UNION COUNTY, NC
CRYSTAL D. GILLIARD
REGISTER OF DEEDS

FILED Jan 24, 2024
AT 08:54 am
BOOK 08843
START PAGE 0127
END PAGE 0130
INSTRUMENT # 01443
EXCISE TAX (None)
GR

Title : Ordinance of Monroe City Council

Return to : Po Box 69 Monroe, NC 28111

Prepared by : Robert Rushing

**ORDINANCE OF MONROE CITY COUNCIL
TO DECLARE PROPERTY OF MARY NEAL AT
311 E. HOUSTON STREET, MONROE, NORTH CAROLINA
UNFIT FOR HUMAN HABITATION AND
ORDER DWELLING REPAIRED OR DEMOLISHED AND REMOVED
O-2024-06**

23 M 475

This matter comes before the City Council on the petition of a Code Enforcement Official for an ordinance finding a structure located on the herein described property unfit for human habitation and ordering the structure repaired or demolished in order to effectuate the purpose of Chapter 160D, Article 12 of the North Carolina General Statutes with respect to the property hereinafter described.

Council hereby makes and enters the following FINDINGS OF FACT:

1. The dwelling, dwelling unit or abandoned structure located at 311 E. Houston Street, Monroe, North Carolina is owned by and being the property of Mary Neal, described by deed recorded on September 25, 1972 in Book 252, page 48, Union Public Registry, and identified as Tax Parcel Number 09-231-127.
2. Based upon an inspection of the subject property referenced above, the following violations of the Minimum Housing Ordinances were found: dilapidation, decay, unsanitary conditions and disrepair that is dangerous to the health, safety and welfare of the occupant; inadequate facilities for egress in case of fire or panic; defects significantly increasing the hazards of fire and accident; lack of connection to a potable water supply and public sewer; foundation band rotten throughout the exterior of the dwelling; rotten siding, fascia boards, holes in siding and not weather tight; missing interior wall in rear of dwelling; hole in ceiling in front and rear of dwelling; failing ceiling through both first and second floor of rear of dwelling; rotten front porch and failing rear porch; steps on front, side and rear porch failing; missing plumbing; missing HVAC unit; and exposed wiring throughout dwelling.
3. A Minimum Housing Complaint and Notice of Hearing was issued by the Code Enforcement Officer on June 20, 2023 setting a hearing date regarding the dwelling, dwelling unit or abandoned structure for 9:30 am on July 6, 2023.
4. Mary Neal; and being parties in interest, were duly served with a Complaint and Notice of Hearing by regular and certified mail, return receipt, with a copy posted on the dwelling, sent on June 20, 2023.
5. The Code Enforcement Officer held and conducted the Minimum Housing Code Enforcement Hearing on July 6, 2023 at 9:30 a.m. at which Tiffany Watson and Mary Nash, Power of Attorney's to Mary Neal attended.

6. As a result of the hearing, the Code Enforcement Officer made and entered an Order finding said dwelling, dwelling unit or abandoned structure to be in violation of the Minimum Housing Code, determined the property to be in a dilapidated condition as defined in Section 153.03 of the Monroe Code of Ordinances, and ordered Mary Neal to repair or demolish and remove the dwelling by October 11, 2023 due to the unsafe condition of the dwelling.
7. The dwelling located at 311 E. Houston Street has a tax value of \$186,000 and the repairs necessary to bring the house into compliance with the State building code are estimated at \$104,480.00, which exceed 50% of the value.
8. The Order entered by the Code Enforcement Officer was duly served on Mary Neal and parties of interests by regular and certified mail, return receipt, with a copy posted on the dwelling.
9. The Order of the Code Enforcement Officer, entered on July 12, 2023 ordering Mary Neal to repair or demolish and remove said structure was not appealed and the time for appeal has expired, and it is found to be correct and proper and is therefore ratified and incorporated herein by reference.
10. The structure located on the property described herein is and continues to be out of compliance with the Order and unfit for human habitation.

NOW, THEREFORE, BE IT ORDAINED THE CODE ENFORCEMENT OFFICER IS HEREBY ORDERED AS FOLLOWS:

1. The Code Enforcement Officer is hereby ordered to cause the above structure located at 311 E. Houston Street, Monroe North Carolina, to be demolished and removed and is authorized to utilize all other statutory means of enforcing the Order and this Ordinance including but not limited to the remedies set out in N.C.G.S. §160A-175(e) and (f) and N.C.G.S. §160D-1203(4) and (5).
2. The cost associated with demolition and removal of the structure to effectuate the purpose of this Ordinance shall be a lien against the property as provided in N.C.G.S. §160D-1203(7) and filed with the City of Monroe Tax Collector.
3. All personal property, fixtures, and salvageable materials remaining in the dwelling shall be disposed of and any funds derived there from shall be used in conformity with N.C.G.S. §160D-1203(7).
4. This Ordinance shall be recorded in the Office of the Register of Deeds for Union County and indexed in the grantor index under the property owner's name.
5. This Ordinance shall be effective from and after the date of its adoption.

Adopted this 18th day of January, 2024.

Attest:

Bridgette H. Robinson

Bridgette H. Robinson, City Clerk

Robert A. Burns
Robert A. Burns., Mayor



**NORTH CAROLINA
UNION COUNTY**

I, Sherry K. Hicks, Notary Public, in and for said County and State, do hereby certify that Bridgette H. Robinson personally appeared before me this day and acknowledged that she is the City Clerk of the City of Monroe, a municipal corporation of said state, and that by virtue of said office is also Clerk to the City Council of said City, and that by authority duly given and as an act of said City, the foregoing instrument was signed in the name of the City and in her presence by its Mayor, sealed with the corporate seal of said City, and attested by herself as its City Clerk.

Witness my hand and notarial seal this 18th day of January, 2024.



Sherry K. Hicks

Sherry K. Hicks, Notary Public
My Commission Expires: 01/04/2026



HISTORIC DISTRICT COMMISSION
APPLICATION FOR REVIEW

FOR STAFF USE ONLY

Date submitted: 2/27/24
Application No: _____
Approved: _____ Denied: _____
____ Administrative review
☒ Commission Review

1. Property location: 311 E Houston St
Applicant's name: City of Monroe - Lisa Stivinter
Applicant's address: PO Box 69
Monroe, NC 28111
Applicant's telephone number: 704-282-4520
Applicant's email address: _____
Property Tax identification number: _____ - _____ - _____

2. The property is owned by (if different from above) Mary Neal
Address: 311 E Houston St Telephone: _____

3. The following Certificate of Appropriateness is requested for: Demo of 311 E Houston St.
Please provide a brief description of the project: On Jan. 19, 2024 Monroe City Council adopted an ordinance ordering the structure at 311 E Houston St. dilapidated and unfit for human habitation. Furthermore the ordinance orders demolition of structure.

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.)

Lisa Stivinter Planning & Development
Applicant- Printed Director
Rina Stivinter
Applicant- Signed

2/27/24
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.

311 E. Houston Street-Minimum Housing Inspection

Parcel #: 09-231-127













Exhibit 7



Exhibit 7



Exhibit 7



Exhibit 7



Exhibit 7



Exhibit 7



Exhibit 7



Exhibit 7



Exhibit 7



Exhibit 7



Exhibit 7



Exhibit 7



Exhibit 7



Exhibit 7





Exhibit 7



Exhibit 7



Exhibit 7



Exhibit 7

Excerpt from page 74 of the South Monroe Historic Design Standards:

Demolition of a building, structure, site feature, or archaeological resource is an irreversible action that results in the permanent loss of the resources that contribute to the integrity and character of the historic district. In addition to the loss of resources, demolition can also negatively impact the context and setting of the adjacent buildings and the district as a whole. Further, the demolition of buildings is inherently unsustainable, resulting both in a loss of embodied energy and an increase of building supplies to local landfills.

For these reasons, demolition of historic structures in the South Monroe Historic District should be carefully weighed before submitting an application for a COA. **The HDC may delay the issuance of a COA for up to 365 days in the case of structures that prove to be significant historic resources of the district.** The purpose of this delay period is to give the commission adequate time to explore alternatives to the destruction of the building. Property owners should maintain the historic building through this period. Failure to maintain historic properties properly can result in their eventual demolition due to the loss of its structural integrity. Such irresponsible treatment of historic structures is in direct conflict with the goals of the City of Monroe in establishing the South Monroe Historic District. Buildings not in use should be stabilized and weatherized in order to preserve them for future rehabilitation or relocation.

ACCTNO	OWNERNAME1	OWNERNAME2	OWNERADDRE	OWNERCITY	OWNERSTATE	OWNERZIP
09231125B	JONES ROBERT GARRETT	JONES CAREY MCGEE	3617 E BRIEF RD	MONROE	NC	28110
09231126	PARKS TANNER	PARKS MEGHAN	309 E HOUSTON ST	MONROE	NC	28112
09231150	MARSH REGINA MARILYN		420 BOYTE ST	MONROE	NC	28110
09231161	CURETON JOHN LOUIS		2644 GEORGETOWN RD	GREAT FALLS	SC	29055
09231125	SCHMITT KARL FREDRICK	ANDERSON ADRIENNE L	18 COVIL AVE	WILMINGTON	NC	28043
09231128	130 HOMES, LLC		404 E FRANKLIN ST	MONROE	NC	28112
09231159	ALEXANDER CALVIN		319 E MORROW AVE	MONROE	NC	28112
09231129	HANSEN JAMES EDWARD		317 E HOUSTON ST	MONROE	NC	281125633
09231151	TEAL THOMAS B		312 W MORROW AVE	MONROE	NC	28112
09231117	SPERRY LLOYD J	SPERRY NATALIE G	306 E HOUSTON ST	MONROE	NC	28112
09231125A	SCHMITT KARL FREDRICK	ANDERSON ADRIENNE L	18 COVIL AVE	WILMINGTON	NC	28043
09231127	NEAL MARY K		311 E HOUSTON ST	MONROE	NC	28112
09231147	JOSEY JOHN BOYD	JOSEY ROBERT JULE	326 MORROW AVE	MONROE	NC	28110
09231149	FLORES CELERINA AVILES		318 MORROW AVE	MONROE	NC	28112
09231156	CORTES CUPERTINA M	MARTINEZ GUADALUPE CORTES	309 MORROW AVE	MONROE	NC	28112
09231157A	RS RENTAL II LLC		31 HUDSON YARDS	NEW YORK	NY	10001
09231157B	MT CALVARY AME ZION CHURCH		800 LASALLE ST	MONROE	NC	28110
09231158	YAFFE KAYE S		104 OLD DAM WAY	CRAMERTON	NC	28032
09231114	HOPKINS TRENTON BROWNING	RUSHING CALLAN JACQUELINE	316 E HOUSTON ST	MONROE	NC	28112
09231116	FUNDERBURK BARBARA ANNE		310 EAST HOUSTON ST	MONROE	NC	28112
09231157	MT CALVARY AME ZION CHURCH		800 LASALLE ST	MONROE	NC	28110
09231160	STRANGE JOYCE TERESA		6701 BELLOWS PL	CHARLOTTE	NC	28227
09231115	VOSBURGH DIANE	VOSBURGH WILLIAM FRANCIS JR	314 HOUSTON ST	MONROE	NC	28112
09231115A	WARDWELL JACQUELINE R	WARDWELL WILLIAM SHAWN	2655 ROLLING HILLS DR	MONROE	NC	28110
09231148	VMD INC		613 EUCLID ST	MONROE	NC	28110
	TIFFANY WATSON		1400 SAINT ANDREWS DR	MONROE	NC	28112
	MARY NASH		2214 WAXHAW HWY	MONROE	NC	28112

APO Map

311 E. Houston St.

Legend

- Centerlines
- Parcels
- Parcels_Buffer518
- Notified Properties
- Subject Property



Exhibit 10