

HISTORIC DISTRICT COMMISSION MEETING AGENDA



Monday, May 13, 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.** **Conflicts of Interest**
- Item 4.** **COA PLHR-2024-00120- This item was tabled from the January 8, 2024 and March 11, 2024 Historic District meetings 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 5.** **COA PLHR-2024-00184- The Historic District Commission is requested to consider a Certificate of Appropriateness request from Brad Deiter to install an aluminum fence around the front yard at 300 Maurice St. (Parcel ID 09-231-144)**
- Item 6.** **COA PLHR-2024-00186- The Historic District Commission is requested to consider a Certificate of Appropriateness request from Arturo Chavez to utilize fiber cement siding, to not reconstruct two chimneys, and to utilize wood slat attic vents at 406 E. Houston St. (Parcel ID 09-231-107)**
- Item 8.** **Next Meeting: June 10, 2024**
- Item 9.** **Adjournment**

ATTENTION BOARD MEMBERS: Please contact Keri Mendler at 704.282.5797 to confirm your attendance.



STAFF REPORT
PLHR-2024-00120

TO: Historic District Commission Members

DATE: May 13, 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 and March 11, 2024 Historic District meetings 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 Carrillo 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 Carrillo
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 painted the subject door white to match the primary front door in response to the Commission's comments from the January 8th meeting. At the March 13, 2024 meeting, the Historic District Commission tabled the request again to allow the applicant time to find a more appropriate door. (Exhibit 4-7)

4. The applicant has submitted photos of the door, modified in response to the Commission's comments from the March 13th meeting. (Exhibit 8)
5. The proposed structure does meet the review criteria for a Certificate of Appropriateness according to Section 6.3 of the Unified Development Ordinance.
6. All adjacent property owners have been notified of the Certificate of Appropriateness request. (Exhibits 9-10)

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. Photo of the New Door
7. Photo of Painted Doors
8. Photos of Modified Door
9. APO List
10. APO Map

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

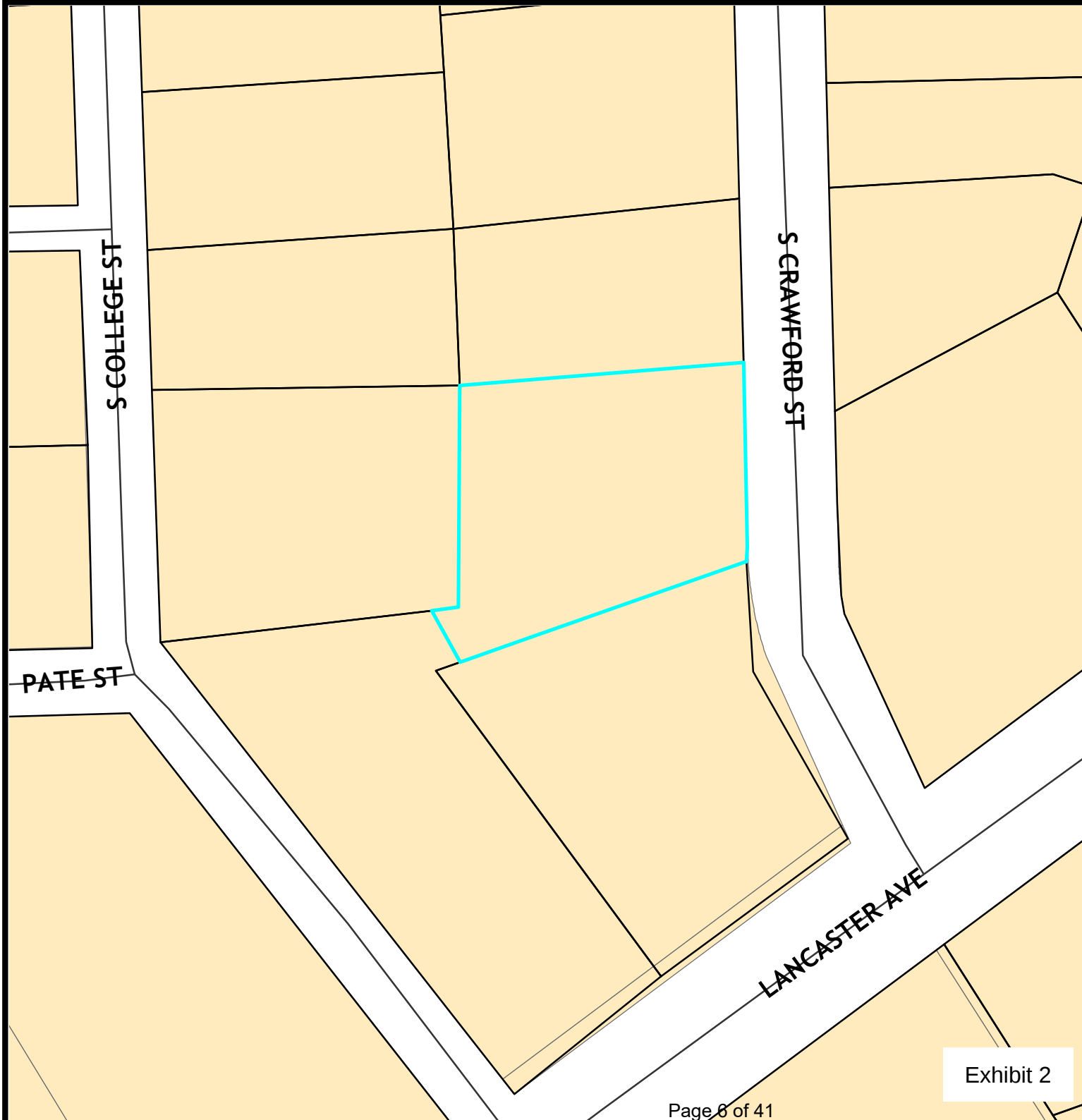
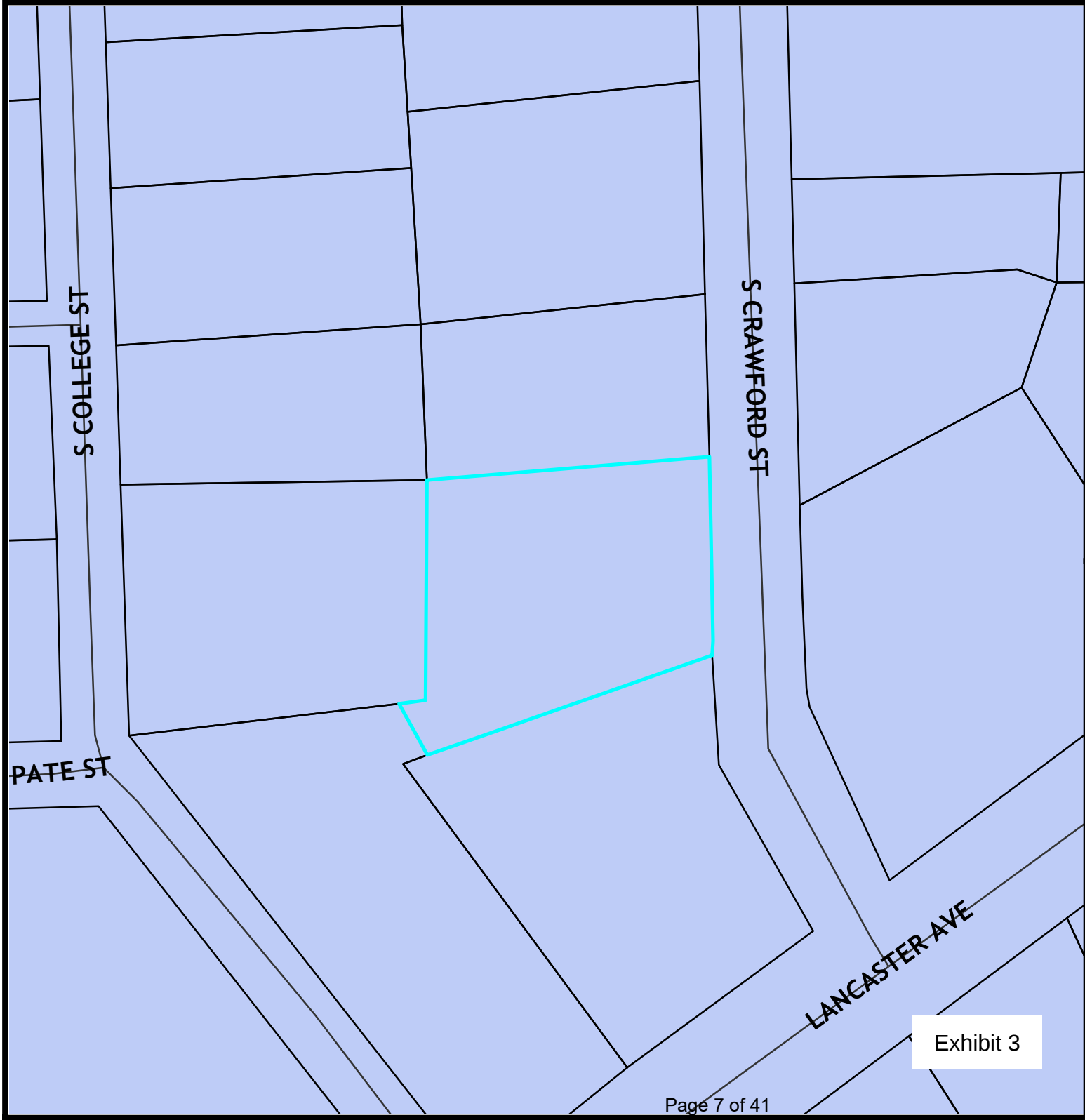


Exhibit 2



Historic District Map
PLHR-2024-00120

Legend

- Centerlines
- Parcels
- Historic District
- Subject Property

Existing: RMD
(Residential Medium Density)

Owner:
Eva Guzman- Carrillo

Acres: .306

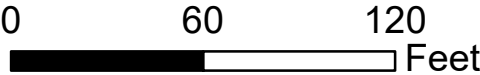


Exhibit 3



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



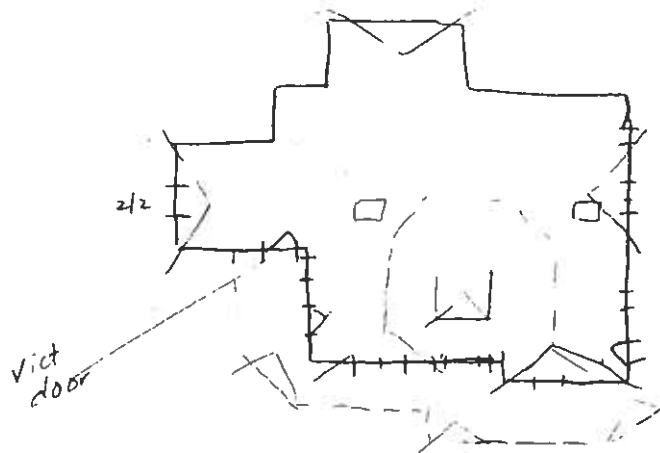
Exhibit 5

great details in gables
 spindle sunbursts
 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 10 of 13



New Door as Presented in the January 8th Meeting



New Door, Painted

Primary Front Door



Front Door to Replace Window



Exhibit 7



Subject Door as Proposed on January 8th



Subject Door as Proposed on March 13th



Subject Door as Proposed for May 13th

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)

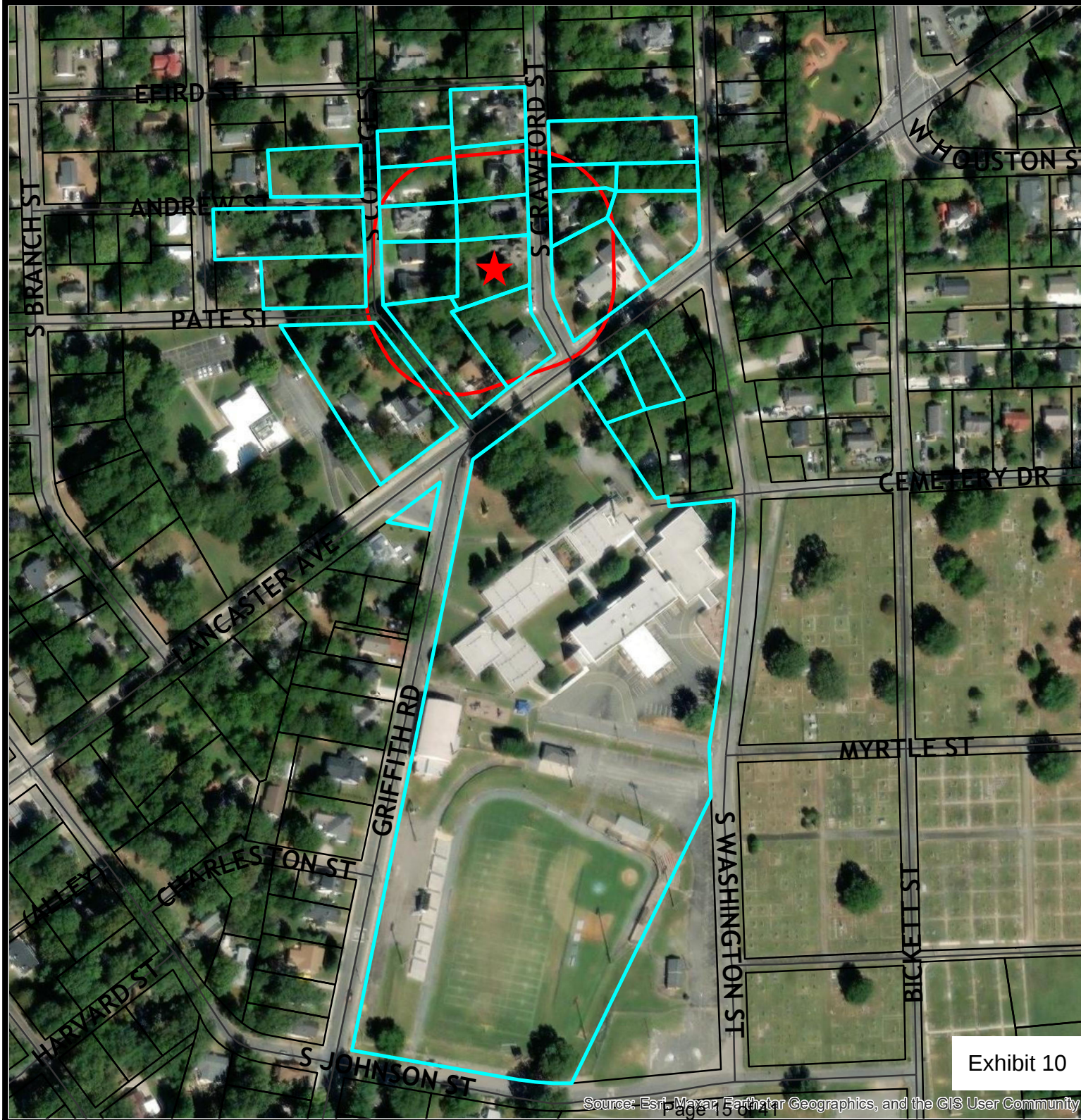
Owner:
Eva Guzman- Carrillo

Acres: .306



0 240 480
Feet

Exhibit 10





STAFF REPORT

PLHR-2021-00184

TO: Historic District Commission Members

DATE: May 13, 2024

FROM: Keri Mendler, Senior Planner

PREPARED BY: Megan Brightharp, Planner

SUBJECT: Certificate of Appropriateness request at 300 Maurice Street

SUMMARY STATEMENT

The Historic District Commission is requested to consider a Certificate of Appropriateness from Brad Deiter. The applicant has requested approval to install a 4-foot-tall, black aluminum fence around the front yard of the property located at 300 Maurice Street.

The applicant also included in their request the staff level item of a 6-foot-tall wooden fence to enclose the rear yard of the home.

SITE DATA

Type of Action:	Certificate of Appropriateness
Date of Petition:	04-10-2024
Name of Petitioner:	Brad Deiter
Location:	300 Maurice Street
Tax ID #:	09-231-144
Lot Size:	0.318 acres
Zoning Classification:	RMD (Residential Medium Density)

GENERAL INFORMATION

This house is said to have been built in 1910 on land purchased in 1912 by the Monroe Insurance and Investment company on the west side of Maurice street from T. B. Stinson. The company built two other Classical Revival houses on the tract [#s 314 and 315]. This two-story, double-pile, side-hall plan residence was purchased in 1917 by George M. Beasley, manager of the Monroe Journal. A tin shingle hipped roof with acroteria tops the main block, which has a shallow gabled bay on the left (south) side of the three-bay facade and deeper gabled bays on the side elevations. U-fluted

Ionic columns support the one-story wraparound porch which extends to a porte cochere on the north elevation. The entrance has a three-part transom with diamond-pattern leaded glass and ribbed-glass sidelights. A similar pattern occurs on the tripartite window on the second floor. Decorative features include rectangular windows with diamond and lozenge pattern sash, Palladian window, decorative cutouts over the louvered attic vents, and corbelled caps on the tall interior brick chimneys.

RELEVANT DESIGN GUIDELINES

Fences and Walls, pg. 27

1. Introduce compatible new fences and walls constructed of traditional materials only in locations and configurations that are characteristic of the district. Keep the height of new fences and walls consistent with the height of traditional fences and walls in the district.
The proposed fence is aluminum. The fence will be four-feet or 48" tall.
 2. Fences in front yards are limited to 36" in height. Typically, they are constructed of metal or wood and allow for visibility through the fence. In rear yards, fence height may reach six feet and fences may have more opacity.
The proposed fence is aluminum. The fence will be four-feet or 48" tall.
 3. It is not appropriate to use fence or wall materials, such as vinyl or chain link fencing, that are inconsistent with the character of the district in front or front side yards.
The proposed fence is a black aluminum finial top fence.
 4. It is not appropriate to use fences or walls to screen front yards and front side yards visible from the street. Limit privacy fences to rear and rear-side yards. Generally, the setback for privacy fences for a rear-side yard is fifteen feet from the front corner of the house.
The fence will not screen the front or side yards from visibility.
-

FINDINGS

Staff offers the following Findings:

1. The subject property located at 300 Maurice Street is owned by Brad and Courtney Deiter and is zoned RMD (Residential Medium Density). (Exhibit 1-2)
2. The property is located in the South Monroe Historic District. (Exhibit 3)
3. On April 10, 2024 the applicant applied for a COA to request approval of a black aluminum fence surrounding the front of the property. The fence will be four-feet tall around the front part of the property. (Exhibit 4-6)
4. The proposed structure does meet the review criteria for a Certificate of Appropriateness according to Section 6.3 of the Unified Development Ordinance.

5. All adjacent property owners have been notified of the Certificate of Appropriateness request. (Exhibit 7-8)

CONCLUSIONS

The proposed construction of an aluminum fence at 300 Maurice Street as presented (is/is not) congruous in concept according to the *Fences and Walls* guidelines of the *South Monroe Historic District Standards*:

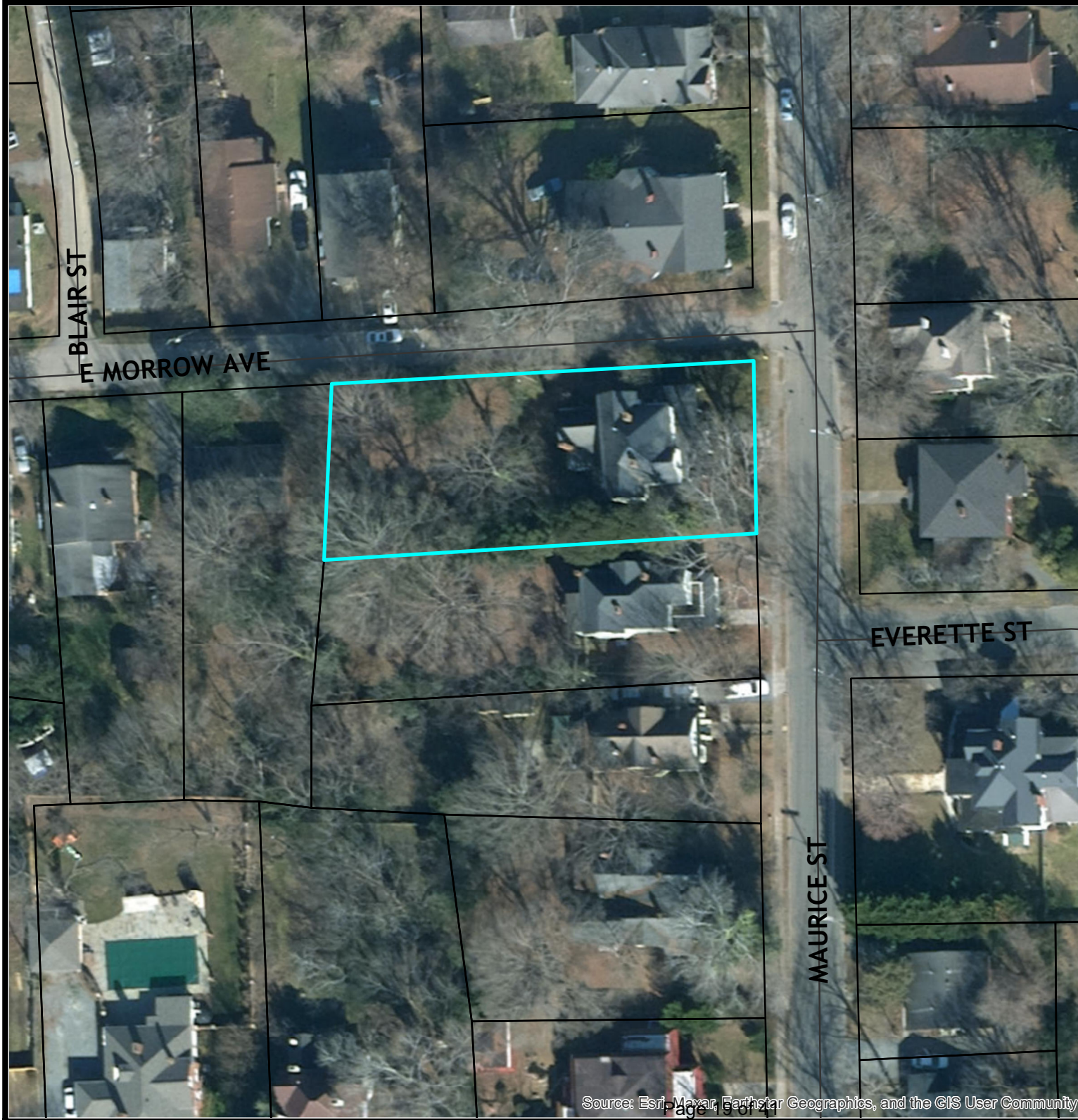
Fences and Walls, pg. 27

1. Introduce compatible new fences and walls constructed of traditional materials only in locations and configurations that are characteristic of the district. Keep the height of new fences and walls consistent with the height of traditional fences and walls in the district.
2. Fences in front yards are limited to 36” in height. Typically, they are constructed of metal or wood and allow for visibility through the fence. In rear yards, fence height may reach six feet and fences may have more opacity.
3. It is not appropriate to use fence or wall materials, such as vinyl or chain link fencing, that are inconsistent with the character of the district in front or front side yards.
4. It is not appropriate to use fences or walls to screen front yards and front side yards visible from the street. Limit privacy fences to rear and rear-side yards. Generally, the setback for privacy fences for a rear-side yard is fifteen feet from the front corner of the house.

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. Site Plan
6. Photos
7. APO List
8. APO Map



Aerial Map
PLHR-2024-00184

Legend

-  Centerlines
-  Parcels
-  Subject Property

Existing: RMD
(Residential Medium Density)

Owner:
Brad and Courtney Deiter

Acres: .318



0 60 120
 Feet

Zoning Map
PLHR-2024-00184

Legend

Centerlines

Parcels

Zoning Districts

RMD

Subject Property

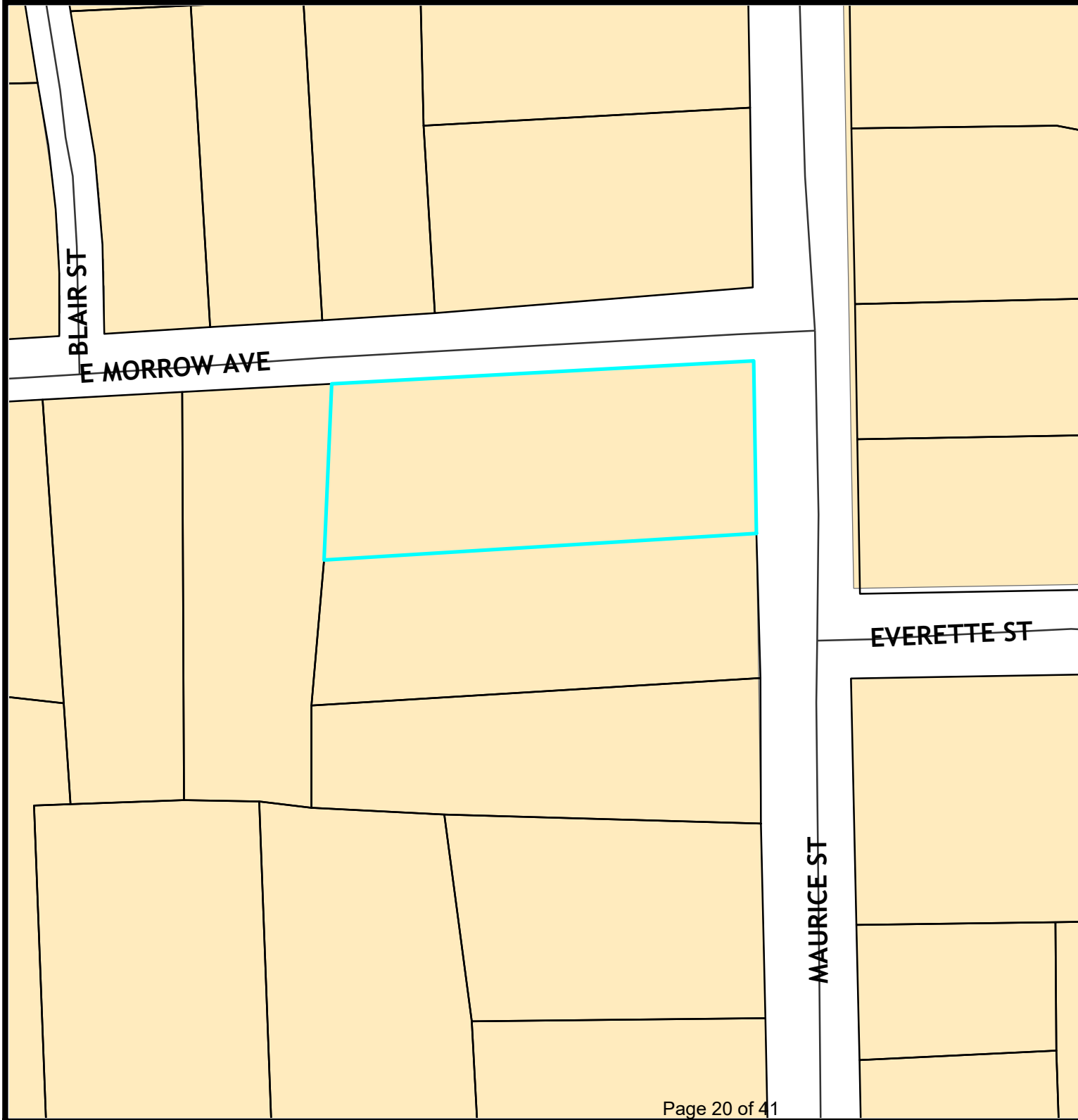
Existing: RMD
(Residential Medium Density)

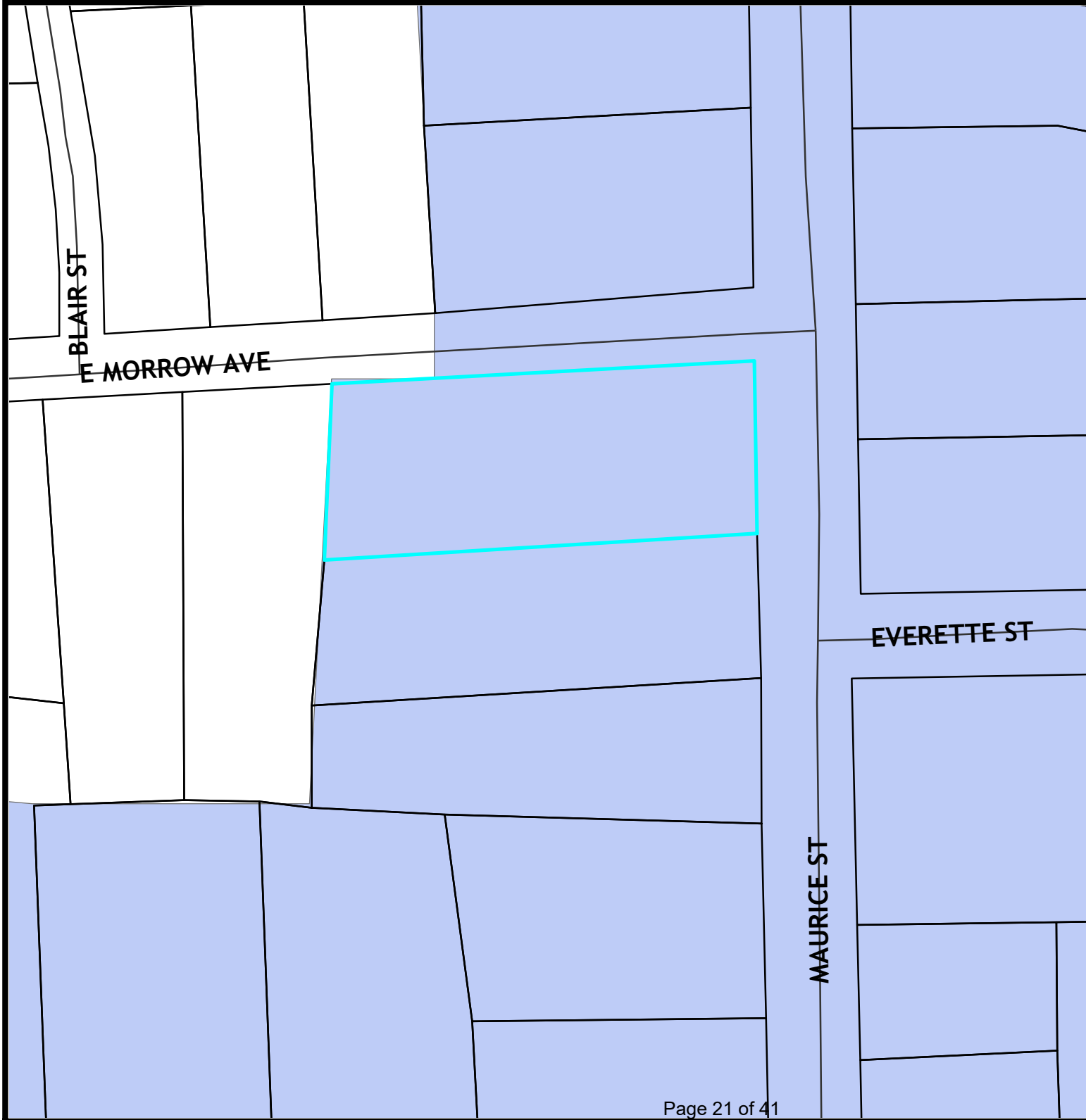
Owner:
Brad and Courtney Deiter

Acres: .318



0 60 120
Feet





Historic District Map

PLHR-2024-00184

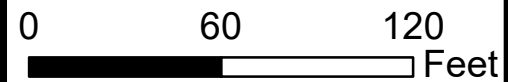
Legend

- Centerlines
- Parcels
- Historic District
- Subject Property

Existing: RMD
(Residential Medium Density)

Owner:
Brad and Courtney Deiter

Acres: .318





HISTORIC DISTRICT COMMISSION
APPLICATION FOR REVIEW

FOR STAFF USE ONLY

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

1. Property location: 300 Maurice St
Applicant's name: Brad Deiter
Applicant's address: 300 Maurice St, Monroe
NC, 28112
Applicant's telephone number: 704-650-4658
Applicant's email address: deiterbrad@gmail.com
Property Tax identification number: 09 231 - 144

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

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

4' high black finial top aluminum fence
around the front of our house. Complete
with front and side gate.
Quote from "Fence it for u"
match a neighbors house built at the same time.
6ft wooden fence in the backyard (blue)

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).

Brad Deiter

Applicant- Printed

Brad

Applicant- Signed

Apr 9th, 2024

Date Submitted

****If you are signing on behalf of a company, please include your title within the company****

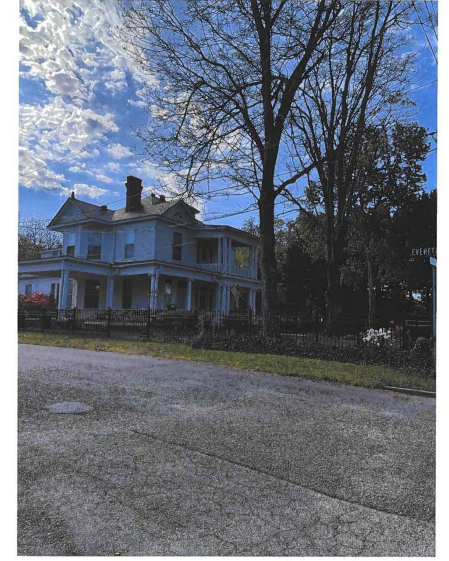
Please sign and return to the Department of Planning & Development, P.O. Box 69, Monroe, NC 28111-0069;
Telephone: (704) 282-4520. Applicants are responsible for providing all required information.

Incomplete applications will not be processed and will not be accepted after the 30 day deadline.

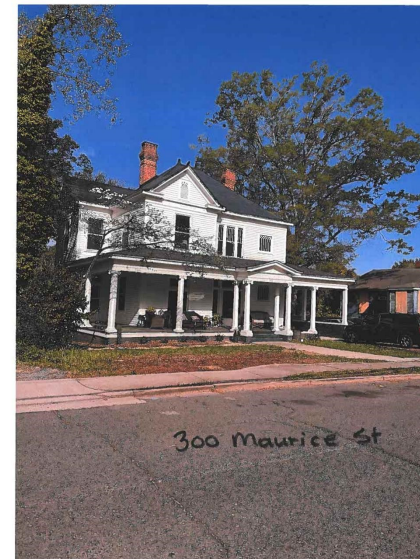
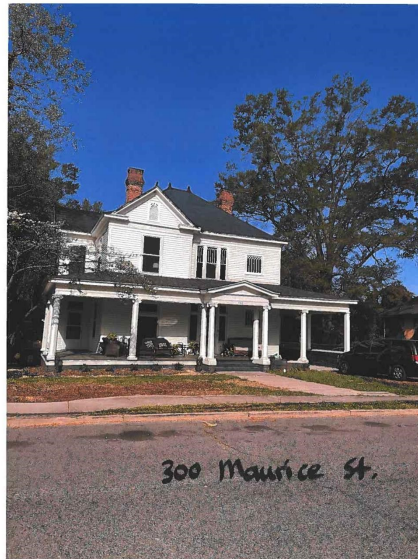
If your project is required to be heard by the commission, you or a representative
will need to attend the meeting.

Exhibit 4





Example of Proposed Style of Fence



Front of Subject Property

ACCTNO	OWNERNAME1	OWNERNAME2	OWNERADDRE	OWNERCITY	OWNERSTATE	OWNERZIP
09231168	312 N CHARLOTTE AVENUE LLC		PO BOX 1561	MONROE	NC	28111
09231167	BOND STONE HOLDINGS LLC		207 MAURICE ST	MONROE	NC	28112
09231162	BUTLER DALE FRANKLIN	BUTLER BENJAMIN DESI	13729 STRING FELLOW LN	CHARLOTTE	NC	28278
09231185	COOK LEE DERBY	GARCIA RACHEL M	204 MAURICE ST	MONROE	NC	28112
09231130	CORTES CRISTOBAL E	CORTES MARISOL	14315 DARIUS KAY CT	CHARLOTTE	NC	28273
09231161	CURETON JOHN LOUIS		2644 GEORGETOWN RD	GREAT FALLS	SC	29055
09231144	DEITER BRAD	DEITER COURTNEY	300 MAURICE ST	MONROE	NC	28112
09231183	DOWLESS BEN WELDON	MCKANE RACHEL CAROLYN	203 MAURICE ST	MONROE	NC	28112
09231143	FEDELE ANTHONY CHRISTIAN		302 MAURICE ST	MONROE	NC	28112
09231142	HAILEY KATRINA S		304 MAURICE ST	MONROE	NC	28112
09231129	HANSEN JAMES EDWARD		317 E HOUSTON ST	MONROE	NC	281125633
09231169	HEIDTMANN WILLIAM P	SULLIVAN EMMA J	211 MAURICE ST	MONROE	NC	28112
09231131	HENNESSEE JORDAN R		308 SHORECREST DR	SENECA	SC	29672
09231146	JOSEY JOHN BOYD	JOSEY ROBERT JULE	PO BOX 1242	MONROE	NC	28112
09231145						
09231147	JOSEY JOHN BOYD	JOSEY ROBERT JULE	PO BOX 49641	CHARLOTTE	NC	28277
09231189	JT BURNS & CO LLC		103 N MAIN ST	MONROE	NC	281124722
09231141	LORIA THOMAS MICHAEL	LORIA JENNIFER RYAN	305 S MAURICE ST	MONROE	NC	28112
09231166	MAB RENTALS LLC		8100 S BLVD STE 4001	CHARLOTTE	NC	28273
09231190	MEDINA JOSE LUIS MANCILLAS	PEREZ NANCY SANCHEZ	2510 FLETCHER BROOME RD	MONROE	NC	28112
09231163	NOGUERA CARLOS ALEXANDER NIETO		327 E MORROW AVE	MONROE	NC	28112
09231165	PETRIZZO CHARLES ET AL	STILLMAN SETH MICHAEL	206 MAURICE ST	MONROE	NC	28112
09231132	RIVADINEIRA RAMIRO A		1020 GWINMAR RD	INDIAN TRAIL	NC	28079
09231182	SIMPSON MASON ANDREW	WILL ALICE IVY	205 MAURICE ST	MONROE	NC	28112
09231160	STRANGE JOYCE TERESA		6701 BELLOWS PL	CHARLOTTE	NC	28227
09231148	VMD INC		613 EUCLID ST	MONROE	NC	28110
09231164	WIGGINS CLARA P		408 W ROOSEVELT BLVD	MONROE	NC	28110
09231134	WILSON SCOTT D	WILSON ANNA Z	3809 BOUNTY CT	MATTHEWS	NC	28105

APO Map
PLHR-2024-00184

Legend

-  Centerlines
-  Parcels
-  Subject Property
-  Notified Properties

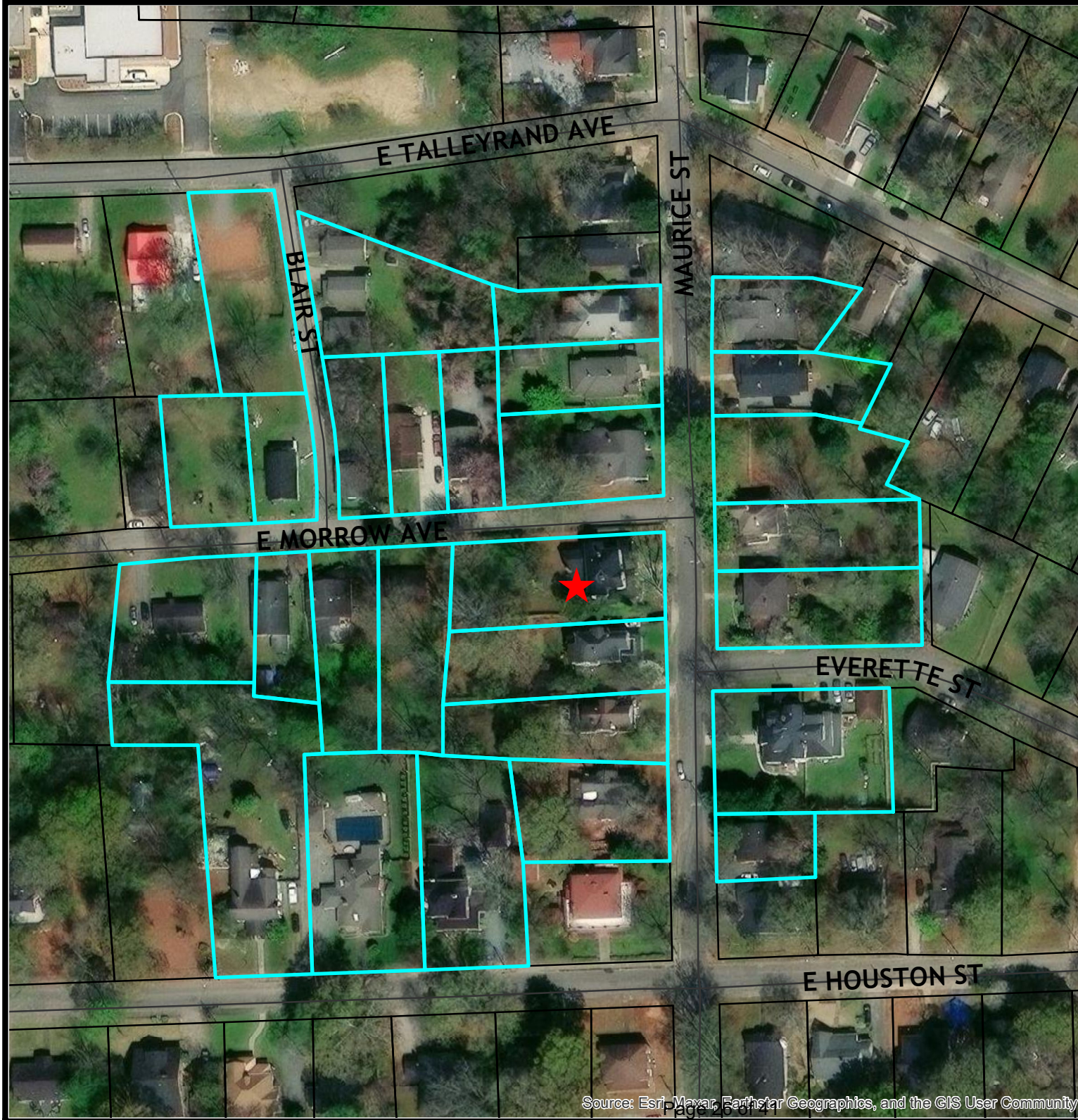
Existing: RMD
(Residential Medium Density)

Owner:
Brad and Courtney Deiter

Acres: .318



0 120 240
Feet





STAFF REPORT
PLHR-2024-00186

TO: Historic District Commission Members

DATE: May 13, 2024

FROM: Keri Mendler, Senior Planner

PREPARED BY: Keri Mendler, Senior Planner

SUBJECT: Certificate of Appropriateness request at 406 East Houston Street.

SUMMARY STATEMENT

The Historic District Commission is requested to consider a Certificate of Appropriateness request from Arturo Chavez. The applicant is requesting to utilize fiber cement lap siding in place of the wood lap siding that was removed by the previous owner. The owner is also requesting to not reconstruct the chimneys removed by the previous owner as the holes have been patched with new roof decking and a new roof was installed prior to their purchase. Lastly, the applicant is requesting to utilize wooded slat attic vents in place of the original glass windows to help with air flow in the attic.

The applicant also has many staff level items as part of their application including the following:

1. The porch and carport, including the round wood columns, will be reconstructed as previously built with like materials and like design as the original construction. A new asphalt shingle roof will be installed over the porch to match the main roof.
2. The windows will be new wood 1 over 1 windows; the original windows are too deteriorated from sitting outside to be reinstalled.
3. The original front door with sidelights will be reinstalled.
4. The concrete walkway will be replaced with a new concrete walkway; the concrete will be tinted an earth tone color.
5. The back porch will be repaired/reconstructed with like materials and like design.

SITE DATA

Type of Action:	Certificate of Appropriateness
Date of Petition:	4-30-2024
Name of Petitioner:	Arturo Chavez
Location:	406 East Houston Street
Tax ID #:	09-231-107
Lot Size:	0.312 acres
Zoning Classification:	RMD (Residential Medium Density)

GENERAL INFORMATION

H.H. Milton House, circa 1910

This frame Classical Revival cottage, built in 1910, was the residence for many years of H. H. Milton, a clerk at the Monroe Hardware Company who later was secretary-treasurer of Milton Hardware company. The one-story, double-pile, main block is topped by a bellcast hip roof and has a pedimented semi-hexagonal bay on the east side of the three-bay facade. The entrance has sidelights and a three-part transom. A one-story porch with truncated Tuscan columns on brick piers spans the facade and extends to a porte-cochere on the east elevation. Brick chimneys, one retaining its corbelled cap, flank the roof ridge. A one-story ell extends to the rear.

RELEVANT DESIGN STANDARDS

Masonry, pg. 44

1. Retain and preserve functional and decorative masonry features that are important in defining the overall historic character of a district building and site — such as walls, foundations, chimneys, and piers — as well as their decorative details including bonding patterns, tooling, coatings, and colors.

The applicant is requesting to not replace the original chimneys that were removed by the previous owner.

2. If a masonry feature is completely missing, replace it with a new feature based on accurate documentation of the original, if the feature to be replaced co-existed with the features currently on the building. Or, replace it with a new design that is compatible in scale, size, material, and color with the district building.

The applicant is requesting to not replace the original chimneys that were removed by the previous owner.

Exterior Walls, pg. 51

1. Retain and preserve exterior walls and their decorative and functional features that are important in defining the historic character of a district building — such as siding, shingles, foundations, bays, cornices, brackets, and architectural trim work — as well as their finishes.
2. If replacement of an exterior wall feature or detail is necessary, replace only the deteriorated detail or element in kind rather than the entire feature. Match the original in design, dimension, detail, material, and texture. Consider a compatible substitute material only if replacement in kind is not feasible.

The applicant is requesting to replace the original wood lap siding with fiber cement siding.

3. It is not appropriate to introduce new features such as windows or door openings, bays, vents, balconies, or chimneys to character-defining exterior walls if they will compromise the architectural integrity of the building.

The applicant is requesting to utilize wood slat attic vents in place of the original glass windows.

4. It is not appropriate to replace or cover historic wall material, including wood siding, shingles, brick, stucco and stonework with coatings or contemporary substitute materials.
The applicant is requesting to replace the original wood lap siding with fiber cement siding.
 5. It is not appropriate to replace a deteriorated exterior wall surface material on a primary or other highly-visible elevation with a composite substitute material.
The applicant is requesting to replace the original wood lap siding with fiber cement siding.
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PROPOSED FINDINGS

Staff offers the following Proposed Findings:

1. The subject property located at 406 East Houston Street is owned by Arturo Chavez and is zoned RMD (Residential Medium Density). (Exhibit 1-2)
2. The property is located in the South Monroe Historic District. (Exhibit 3)
3. On April 30, 2024, the applicant applied for a COA to request approval to utilize fiber cement siding in place of the original wood lap siding, to not reconstruct two chimneys removed by the previous owner, and to utilize wood slat attic vents in place of glass windows. (Exhibits 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 to utilize fiber cement siding on the exterior of the home, to not reconstruct the two chimneys that were removed by the previous owner, and the request to utilize wood slat attic vents in place of glass windows as presented (is/is not) congruous in concept according to the *Masonry* and *Exterior Walls* standards of the *South Monroe Historic District Design Standards*:

Masonry, pg. 44

1. Retain and preserve functional and decorative masonry features that are important in defining the overall historic character of a district building and site — such as walls, foundations, chimneys, and piers — as well as their decorative details including bonding patterns, tooling, coatings, and colors.
 2. If a masonry feature is completely missing, replace it with a new feature based on accurate documentation of the original, if the feature to be replaced co-existed with the features
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currently on the building. Or, replace it with a new design that is compatible in scale, size, material, and color with the district building.

Exterior Walls, pg. 51

1. Retain and preserve exterior walls and their decorative and functional features that are important in defining the historic character of a district building — such as siding, shingles, foundations, bays, cornices, brackets, and architectural trim work — as well as their finishes.
2. If replacement of an exterior wall feature or detail is necessary, replace only the deteriorated detail or element in kind rather than the entire feature. Match the original in design, dimension, detail, material, and texture. Consider a compatible substitute material only if replacement in kind is not feasible.
3. It is not appropriate to introduce new features such as windows or door openings, bays, vents, balconies, or chimneys to character-defining exterior walls if they will compromise the architectural integrity of the building.
4. It is not appropriate to replace or cover historic wall material, including wood siding, shingles, brick, stucco and stonework with coatings or contemporary substitute materials.
5. It is not appropriate to replace a deteriorated exterior wall surface material on a primary or other highly-visible elevation with a composite substitute material.

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

Exhibits:

1. Aerial Map
2. Zoning Map
3. Historic District Map
4. Application
5. Chimney Request
6. Siding Request
7. Attic Vent Request
8. APO Map
9. APO List

Prepared by: KM 5-1-24



Aerial Map
PLHR-2024-00186

Legend

-  Centerlines
-  Parcels
-  Subject Property

Existing: RMD
(Residential Medium Density)

Owner:
7 Keys, LLC

Acres: .312



0 50 100
 Feet

Exhibit 1

Zoning Map
PLHR-2024-00186

Legend

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

Existing: RMD
(Residential Medium Density)

Owner:
7 Keys, LLC

Acres: .312



0 50 100
 Feet

E HOUSTON ST

Exhibit 2



Historic District Map

PLHR-2024-00186

Legend

- Centerlines
- Parcels
- Historic District
- Subject Property

Existing: RMD
(Residential Medium Density)

Owner:
7 Keys, LLC

Acres: .312



0 50 100
Feet

Exhibit 3



HISTORIC DISTRICT COMMISSION
APPLICATION FOR REVIEW

FOR STAFF USE ONLY

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

1. Property location: 406 E Houston St Monroe NC 28112
Applicant's name: Arturo Chavez
Applicant's address: 3602 McPherson St Waxhaw NC 28173

Applicant's telephone number: 704-654-5150
Applicant's email address: arturochavez66@icloud.com
Property Tax identification number: 09231107 - _____

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

3. The following Certificate of Appropriateness is requested for: Remodel and update of location
Porch and Carport: reconstruct to previous condition with same
Please provide a brief description of the project. or similar round wood columns

Porch and Carport roofing: install new asphalt shingles to match main roof and previous porch roof

Siding: request to utilize hardiboard/fiber cement siding

Windows: request to utilize new wood windows with 1 over 1 pane design

Chimney: request to not reconstruct after previous owner removed without proper approval due to chimney holes being patched with new roof & deck

Front door: will reinstall the original door with side lights

Attic vents: request install new wood slatted vents in attic gables versus glass windows for proper ventilation

Concrete walk way: replace existing concrete walkway with a new concrete walkway, to be tinted an earth tone color

Back porch: repair and replace with like materials

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).

Arturo Chavez

Applicant- Printed

arturo chavez

Applicant- Signed

4/30/24

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.

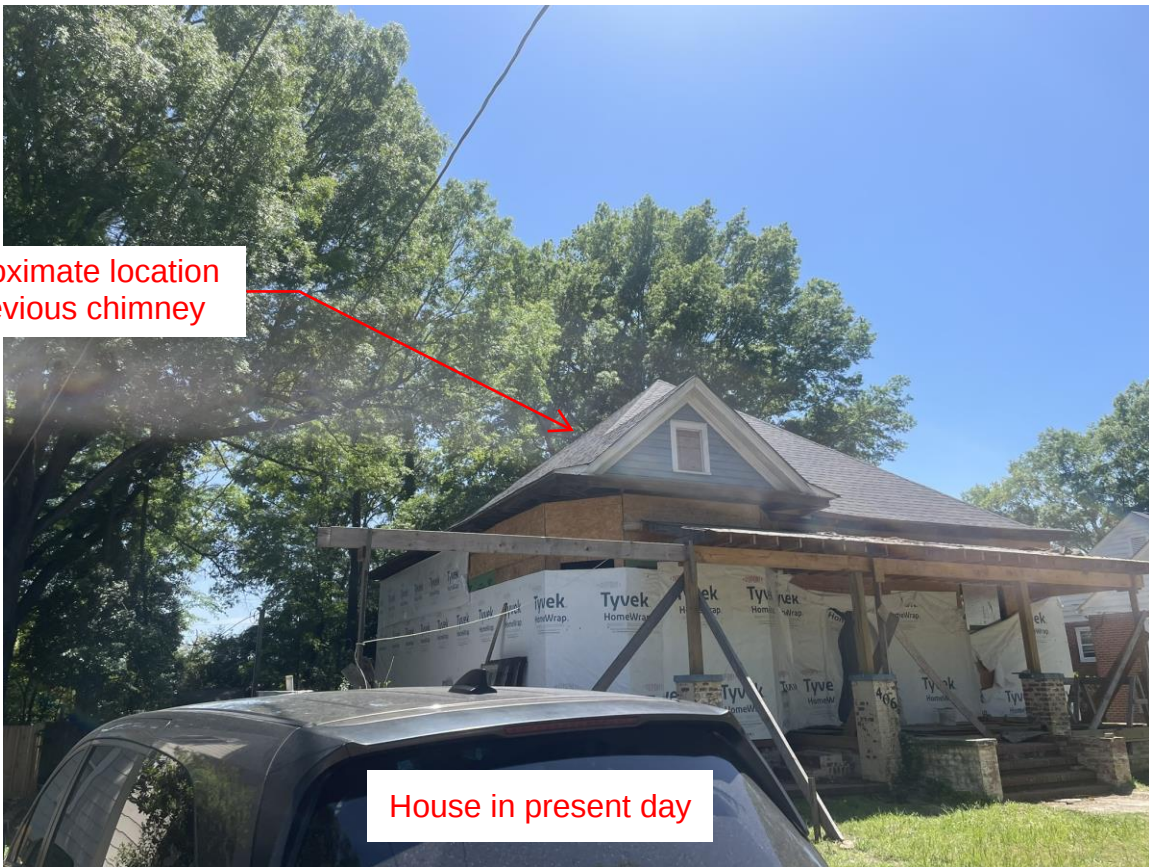
If your project is required to be heard by the commission, you or a representative
will need to attend the meeting.





House in present day; previous owner removed chimneys without approval. New owner is seeking approval to not reinstall chimneys as the holes have been repaired with new roof decking and a new roof installed.

Approximate location
of previous chimney

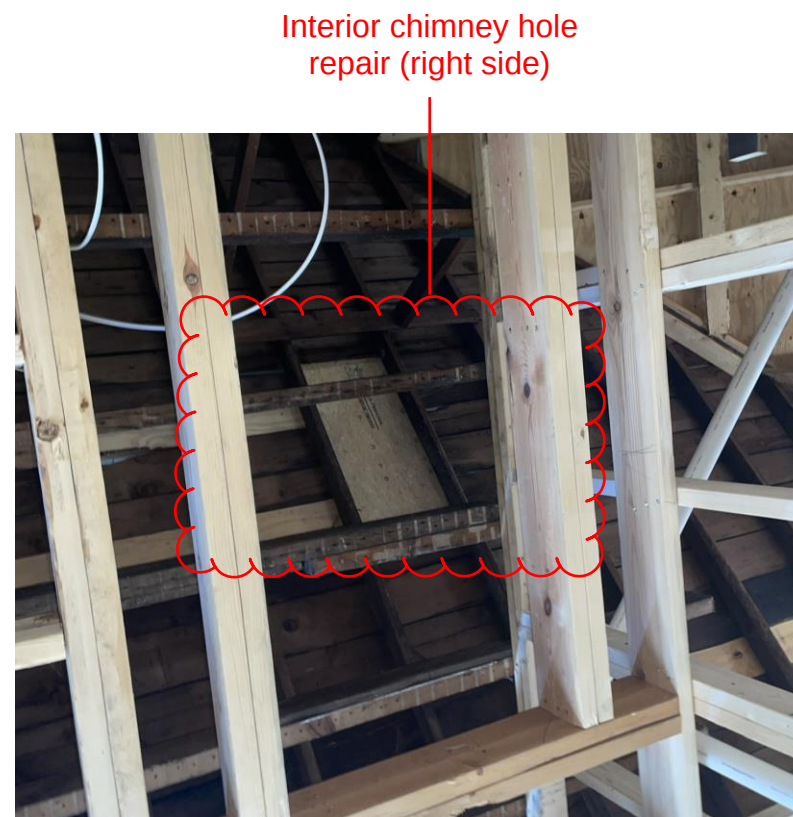


House in present day

Approximate location
of previous chimney



House in present day





Original glass window in attic space

Original glass window in attic space - right side



Glass removed on front location



Applicant requesting to utilize wood slat vents in place of glass windows in attic.

APO Map

406 E. Houston St.

Legend

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



Exhibit 8

ACCTNO	OWNERNAME1	OWNERNAME2	OWNERADDRE	OWNERCITY	OWNERSTATE	OWNERZIP
09231104	PALACIOS GUILLERMO CAPOTE		PO BOX 2646	MONROE	NC	28110
09234158	MONROE HOUSING AUTHORITY		PO BOX 805	MONROE	NC	281110805
09231110	ELIZABETH MISSIONARY BAPTIST CHURCH		503 MAURICE ST	MONROE	NC	28112
09231137	WALTERS JOSEPH KEITH	WALTERS JULIA T	405 E HOUSTON ST	MONROE	NC	28112
09231105	WIGGINS CHRISTIAN STEPHEN		408 W ROOSEVELT BLVD	MONROE	NC	28110
09231106	STARR TIFFINY AMBER LYNN		408 E HOUSTON ST	MONROE	NC	28112
09231109	BENNETT LARRY DARNELL	BENNETT CATHERINE GADDY	404 E HOUSTON ST	MONROE	NC	281125634
09231134	WILSON SCOTT D	WILSON ANNA Z	3809 BOUNTY CT	MATTHEWS	NC	28105
09231138	BRANTLEY BRAD	BRANTLEY PAMELA M	409 E HOUSTON ST	MONROE	NC	28112
09231133	COY ALEJANDRO ROBERTO	COY SHIRELLE KAREN	323 E HOUSTON STREET	MONROE	NC	28112
09231141	LORIA THOMAS MICHAEL	LORIA JENNIFER RYAN	305 S MAURICE ST	MONROE	NC	28112
09231136	BUTLER DENNIS E HEIRS	C/O DIANE THOMAS	4900 RIDGELY DR	CHARLOTTE	NC	28208
09231139	WIGGINS CLARA P		408 W ROOSEVELT BLVD	MONROE	NC	28110
09231108	BENNETT LARRY D	BENNETT CATHERINE G	404 HOUSTON ST	MONROE	NC	28112
09231135	FROST REBECCA G		315 S MAURICE ST	MONROE	NC	28112
09231138A	WALTERS JULIA	WALTERS KEITH	405 E HOUSTON ST	MONROE	NC	28112
09234157	ELIZABETH MISSIONARY BAPTIST CHURCH		503 MAURICE ST	MONROE	NC	28112
09234126C	ELIZABETH MISSIONARY BAPTIST CHURCH		503 MAURICE ST	MONROE	NC	28112
09231140	WM HOMES LLC		406 EVERETTE ST	MONROE	NC	28112
	7 KEYS, LLC	Attn: ARTURO CHAVEZ	3603 MCPHERSON ST	WAXHAW	NC	28173