

**HISTORIC DISTRICT COMMISSION
MEETING
REVISED AGENDA**



**Monday, March 8, 2021– 6:30 P.M.
Conference Room – City Hall
300 West Crowell Street - Monroe, NC**

- Item 1.** Call to Order – Roll Call
- Item 2.** Approval of Minutes – February 8, 2021
- Item 3.** Conflicts of Interest
- Item 4.** COA PLHR-2021-00022 Certificate of Appropriateness – The Historic District Commission is requested to consider a Certificate of Appropriateness request from George and Lisa Hilbish to enclose an existing screened porch at the property located at 607 S. Hayne Street (Tax ID #09-235-009)
- Item 5.** COA PLHR-2021-00025 Certificate of Appropriateness – The Historic District Commission is requested to consider a Certificate of Appropriateness request from Heather Reagor to pave the existing gravel driveway as well as additional parking area on the site, install a privacy fence on the parcel adjacent to residential property, construct a handicap ramp on the rear of the property and install a staircase to the second story balcony at the property located at 201 Lancaster Avenue (Tax ID #09-235-233)
- Item 6.** COA PLHR-2021-00026 Certificate of Appropriateness – The Historic District Commission is requested to consider a Certificate of Appropriateness request from Amanda Hawthorne to install a wood pergola at the property located at 605 S. Church Street (Tax ID #09-234-116)
- Item 7.** COA PLHR-2021-00027 Certificate of Appropriateness – The Historic District Commission is requested to consider a Certificate of Appropriateness request from Steven DeVore to replace the existing columns with cedar wrapped columns, replace existing PVC shutters with new cedar shutters, and replace the existing porch tile with new natural stone tile at the property located at 607 Lancaster Avenue (Tax ID #09-235-119)
- Item 8.** Discussion – 607 Lancaster Window Replacements
- Item 9.** Next Meeting: April 12, 2021
- Item 10.** Adjournment

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

cc: Planning Staff
Mujeeb Shah-Khan
Ashley Duncan

HISTORIC DISTRICT COMMISSION MINUTES
MONDAY, FEBRUARY 8, 2021 AT 6:30 PM
CONFERENCE ROOM - CITY HALL
300 West Crowell Street, Monroe, North Carolina

To be Approved at the March 2021 Meeting
Attendees to Sheri Laney on 2-9-21

D R A F T

ITEM 1: **Call to Order.**

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

Members Present: Richard F. Ali, Bob Bullard, Megan Woazeah, Jennifer Smith, Archie Morgan
and Susan Sganga

Members Absent: James Kerr

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

Guests: Brian Spiers, BWB2, LLC

ITEM 2: **Approval of Minutes.**

Chairman asked the Board if there were any questions, additions or deletions to the minutes of the December 14, 2020 meeting. He called for a motion to adopt the minutes of the meeting.

Motion: Susan Sganga moved to approve the minutes of the December 14, 2020 meeting.

Second: Archie Morgan

Action: The motion to approve the minutes passed unanimously.

ITEM 3: **Conflicts of Interest.**

There were no conflicts of interest.

ITEM 4. **COA PLHR2021-000111 Certificate of Appropriateness – The Historic District Commission is requested to consider a Certificate of Appropriateness request from Brian Spiers to construct a new home at 509A E. Talleyrand Avenue (Tax ID # 09-231-063A)**

Chairman asked any parties offering testimony to come forward and be sworn. Keri Mendler and Brian Spiers came forward and were sworn, separately.

Keri Mendler, Planner, introduced this item and said this is a Certificate of Appropriateness request to construct a new home at 509A E. Talleyrand Avenue. She said the application last time said 509 ½ E. Talleyrand. She said that is an old address. She said the new address is 509A E. Talleyrand Avenue. She said it is the same lot. She said at this time she would introduce the findings:

Findings:

1. The subject property located at 509A E. Talleyrand Avenue is owned by BWB2, LLC and is zoned R-10 (Residential-High Density). (Exhibit 1, 2)
2. The property is located in the South Monroe Historic District. (Exhibit 3)
3. On January 12, 2021, Brian Spiers, on behalf of BWB2, LLC submitted an application to construct a new house. The house will be 1,164 heated square feet with a 25-square foot covered entry, and a 259-square foot single car garage. The house will be constructed with hardi-cement siding, wood shutters, wood windows and doors including the garage door. The windows will be wood and will have a mixture of 1-over-1, 2-over-2, and 4-over-4 window design. The roof will be asphalt shingles. The driveway will be constructed of concrete and will be stained an earth tone as well as the walkway leading from the driveway to the porch. (Exhibit 4-7)
4. The proposed structure does meet the review criteria for a Certificate of Appropriateness according to Section 156.202 of the Unified Development Ordinance.
5. All adjacent property owners have been notified of the Certificate of Appropriateness request. (Exhibit 8-9)

Keri said staff has provided the appropriate guidelines and conclusions in your staff report. She said she would be happy to answer any questions you may have and the applicant and property owner is here as well.

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

Chairman asked if there were any questions for Mr. Spiers.

Mr. Spiers came forward to answer questions and said one of the concerns last time was the slab foundation we proposed. He said if you look at this now, there is going to be a crawlspace foundation. He said he guessed the tables in the conference room were 32 inches so that will be our average height of the crawlspace.

Bob Bullard asked Mr. Spiers how high the crawl space would be. Mr. Spiers said he is proposing about 32 inches.

Jennifer Smith asked Mr. Spiers for the price point. Mr. Spiers said we do not price houses until they are almost done. He said lumber is up about 50% or 60%, the cost of labor, etc., so we are looking at about the \$250,000 - \$300,000 range.

Susan Sganga said she liked that the house was taller. Jennifer Smith agreed.

Bob Bullard said the only concern he has is the open garage to the street. Mr. Spiers said if you look at the plot plan, there is not enough room to get a car into a side-load garage.

Keri said for clarification, Mr. Spiers has the garage set back quite a ways. She showed the property line or edge of the right-of-way. She said the house itself is 42 feet and the garage is almost 70 feet from the main road. She said the garage will not be the main focal point. She showed the side elevations, which showed the stoop and door, house and garage.

Chairman asked Keri that in comparison to other homes on this block, is this house comparable size-wise. Keri said yes. She said houses on that street range from 918 square feet to 4,332 square feet so there is a big range.

Archie Morgan asked Mr. Spiers if they were real cedar shakes. Mr. Spiers said yes.

Jennifer Smith said there are a couple of houses on Talleyrand that have those dormers. Mr. Spiers said yes.

Chairman asked if everyone was satisfied with the changes that were made based on our earlier concerns. He asked if there were any further questions. There were none.

Chairman asked if someone would like to make a motion on the Findings of Fact for COA PLHR2021-000111 to approve or deny.

Motion: Archie Morgan moved that the Historic District Commission find as fact that the proposed project, COA PLHR2021-000111, if constructed according to the plans reviewed at this meeting, is congruous with the character of the district because the guidelines state as such and that the proposed structure does meet the review criteria for a Certificate of Appropriateness according to Section 156.202 of the Unified Development Ordinance. He said the applicant is requesting to build a new home. Therefore, the application is generally in harmony with the special character of the neighboring properties and/or the historic district as a whole.

Ashley Britt asked Mr. Morgan if he would state one (1) or two (2) relevant guidelines from the staff report and explain how the application is consistent with them and add that to the motion.

Archie Morgan added that the proposed construction of a new home, as presented, is congruous in concept according to the *New Construction and Walkways, Driveways, and Off-Street Parking* guidelines:

Site new buildings to be consistent with the setback and spacing of surrounding district buildings that exist and contribute to the overall historic character of the district.

Ensure the new construction conforms to all pertinent guidelines in the District Setting Section.

Site new buildings so that the orientation to the street is consistent with surrounding district buildings that contribute to the overall historic character of the district. Primary faces should always face the street. This one will face the street.

Second: Megan Woazeah

Action: The motion to approve passed unanimously.

Motion: Jennifer Smith said based on the preceding findings of fact, she moves that the Historic District Commission grant the Certificate of Appropriateness to this applicant regarding the proposals as shown in application COA PLHR2021-000111.

Second: Archie Morgan

Action: The motion to approve passed unanimously.

ITEM 5. **Other**

Chairman asked Keri why “Other” was not listed on the agenda. Keri said typically the Commission is supposed to discuss cases that are on the agenda unless there is something else you would like to bring up for discussion.

- **607 Lancaster Avenue** – Bob Bullard asked Keri if the house at this location had a COA. He said the windows were changed without a COA. He said he believed it had been approved by the City. Keri said she is familiar with this. She said there was a building permit that applied for interior renovations that did mention repairing or replacing broken windows. She said during that building permit review, it was inadvertently missed that the windows were on that application. She said, unfortunately, the building permit was approved and issued so there was not any recourse for the City to take. She said the building permit that was applied for was for interior renovations. She said the description of work also included the replacement of broken windows. She said while the building permit was being reviewed, the section on replacement of broken windows was inadvertently missed. She said Doug had looked into this, but she said she recalls that there was only three (3) or four (4) windows. She said Doug did speak with the property owner and the property owner was told if he needed to replace any more windows, he needed to apply for a COA. She said the property owner genuinely did not know his home was in the Historic District. She said he was not trying to get something by us and we were not trying to get him to not go before the Historic District. She said it was human error.
- **House on Lancaster Avenue and Washington Street** – Chairman said to Keri that a few meetings ago we had a conversation about this house. He said we were told that staff was trying to work with someone in order to get things done. Keri said this is a Code Enforcement issue so she will pass this information onto Robert. She said you would really need to contact him because it is a different division. She said she does not know his process or where it is at in that process.
- **House on Church Street/Near Methodist Church** - Chairman mentioned the home at the corner of Church Street and the Methodist Church. He said he was told that the City was helping with this house. He said many of the concerns were taken care of. Keri said there might have been some furniture on the front porch, scaffolding, etc.
- **House on Hayne Street with Statues** – Jennifer Smith asked about this house having all the statues in front of the house. She said she knows this is not against any rules. Keri said we talked about this house at a prior meeting. She said you can put statues in your yard. She said the statues were in the front yard prior to the new guidelines. She said in the new guidelines there is information about the statues being size-wise to the house. She said it is a large house so it would possibly warrant larger statues. Chairman asked Keri if we discussed this when we put in the new guidelines. Keri said we put in more guidelines that said the statues should be scaled appropriately to the size of the house. She said there is not any kind of COA required for statues.

- Chairman asked if there was anything coming up regarding Historical Preservation. Keri was she did not think so. She said we did get CLG designation.

ITEM 6. **Next Meeting**

Chairman said the next meeting is scheduled for March 8, 2021.

ITEM 7. **Adjournment.**

Motion: Archie Morgan made a motion to adjourn this meeting.
Second: Jennifer Smith
Action: The motion to adjourn passed unanimously.

The meeting adjourned at 6:58 pm.

Respectfully submitted,

Richard F. Ali
Chairman

Maryann Brown /s/
Secretary to the Board



STAFF REPORT
Project # PLHR 2021-00022

TO: Historic District Commission Members

DATE: March 8, 2021

FROM: Keri Mendler, Planner

PREPARED BY: Keri Mendler, Planner

SUBJECT: Certificate of Appropriateness request 607 S. Hayne Street

SUMMARY STATEMENT

The Historic District Commission is requested to consider a Certificate of Appropriateness to enclose an existing screened porch at 607 S. Hayne Street.

SITE DATA

Type of Action:	Certificate of Appropriateness
Date of Petition:	2-8-21
Name of Petitioner:	George and Lisa Hilbish
Location:	607 S. Hayne Street
Tax ID #:	09-235-009
Lot Size:	0.56 acres
Zoning Classification:	R-10 (Residential- High Density)

GENERAL INFORMATION

One-story brick ranch constructed in circa 1970.

RELEVANT DESIGN GUIDELINES

Porches, Entrances & Balconies, pg. 57

1. Consider the enclosure of a historic porch only if the enclosure can be designed to preserve the historic character of the porch and the building. It is not appropriate to enclose a porch or balcony on a primary or other highly visible elevation.

The existing screened porch is located behind the front elevation. It is not highly visible from S. Hayne Street or E. Green Street. Depending on vegetation coverage throughout the year it is possible the screened porch could be visible from S. Beasley St., which is an alley that runs behind this property.

FINDINGS

Staff offers the following Findings:

1. The subject property located at 607 S. Hayne Street is owned by George and Lisa Hilbish and is zoned R-10 (Residential-High Density). (Exhibit 1, 2)
2. The property is located in the South Monroe Historic District. (Exhibit 3)
3. On February 8, 2021, the applicant submitted an application to enclose an existing screened porch at the rear of the house. (Exhibit 4-6)
4. The proposed structure does meet the review criteria for a Certificate of Appropriateness according to Section 156.202 of the Unified Development Ordinance.
5. All adjacent property owners have been notified of the Certificate of Appropriateness request. (Exhibit 7-8)

CONCLUSIONS

The proposed enclosure of an existing screened porch as presented (is/is not) congruous in concept according to the *Porches, Entrances, & Balconies* guidelines of the *South Monroe Historic District Guidelines*:

Porches, Entrances & Balconies, pg. 57

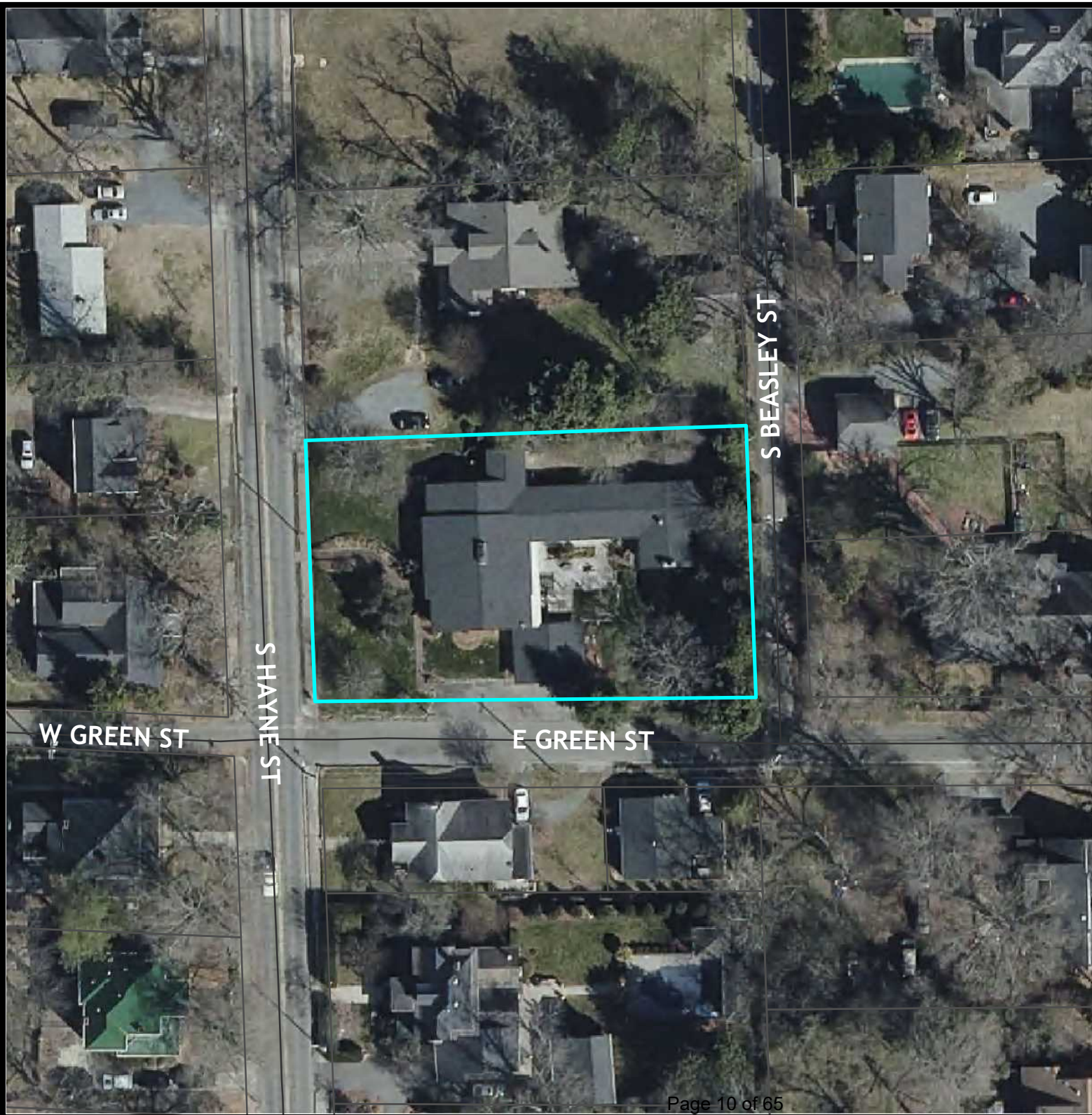
1. Consider the enclosure of a historic porch only if the enclosure can be designed to preserve the historic character of the porch and the building. It is not appropriate to enclose a porch or balcony on a primary or other highly visible elevation.

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. Existing Conditions
6. Proposed Materials
7. Site Plan
8. APO List
9. APO Map

Prepared by: KM 2-17-21



Ortho Map

PLHR-2021-00022

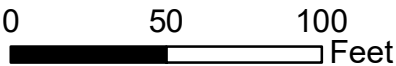
Legend

- Centerlines
- Parcels

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

**Owner: George and
Lisa Hilbish**

Acres: .56



Zoning Map

PLHR-2021-00022

Legend

— Centerlines

□ Parcels

Zoning Districts

Code

■ R-10

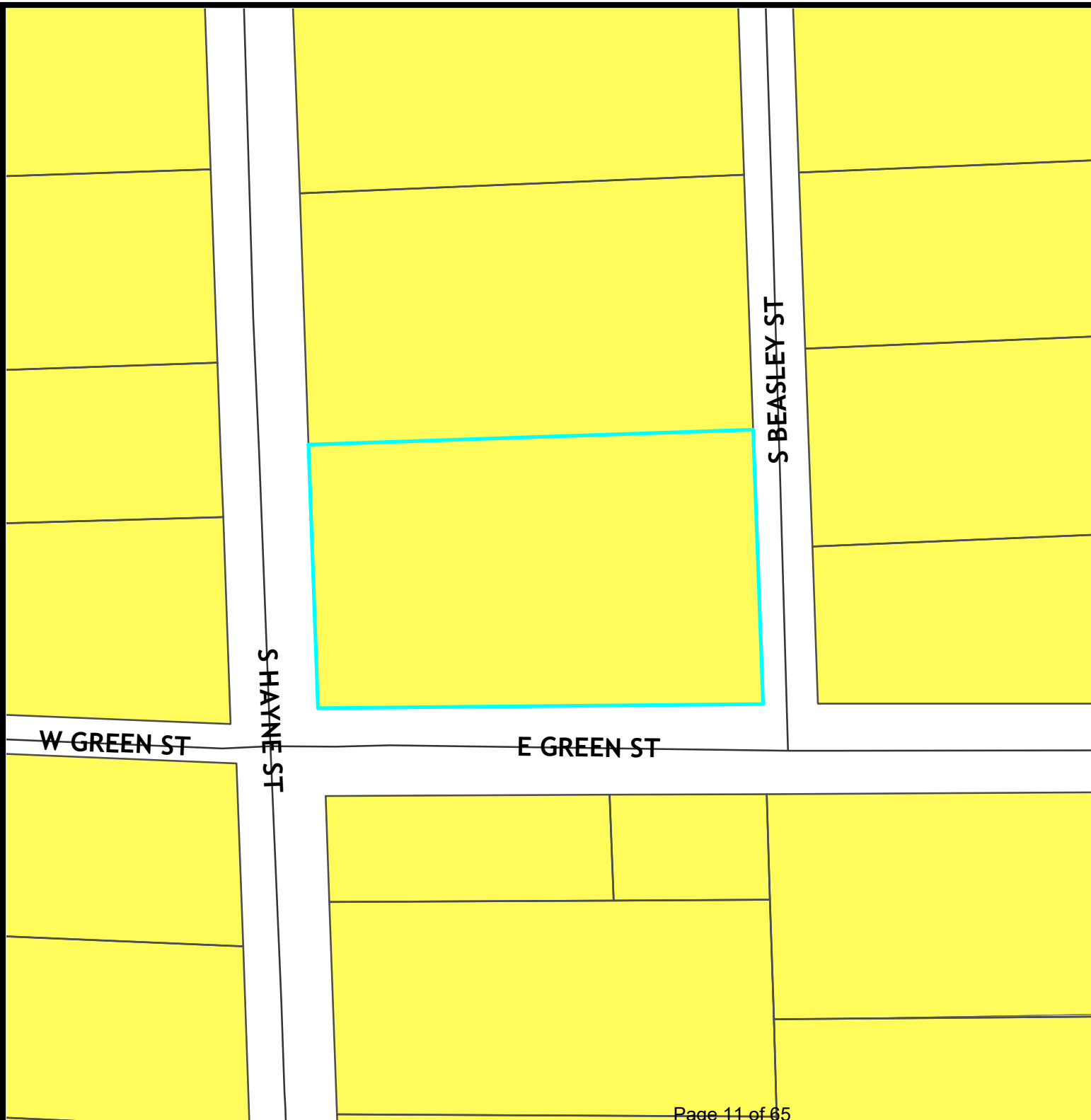
**Existing: R-10
(Residential- High Density)**

**Owner: George and
Lisa Hilbish**

Acres: .56



0 50 100
Feet



Historic District Map

PLHR-2021-00022

Legend

- Centerlines
- Parcels
- Historic District

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

**Owner: George and
Lisa Hilbish**

Acres: .56



0 50 100
Feet



HISTORIC DISTRICT COMMISSION APPLICATION FOR REVIEW

FOR STAFF USE ONLY

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

1. Property location: 607 S. Hayne St.
 Applicant's name: George & Lisa Hilbish
 Applicant's address: 607 S. Hayne St.
 Applicant's telephone number: 704-236-1120
 Applicant's email address: lhilbish@gmail.com
 Applicant's FAX number: do not have one
 Property Tax identification number: 09 - 235 - 009

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

3. The following Certificate of Appropriateness is requested for: _____
Please provide a brief description of the project. Enclosing existing
screened porch in back of the house & turning
it into a laundry room.

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 & George Hilbish
 Applicant- Printed

Lisa & George Hilbish
 Applicant- Signed

2-8-2021

Date Submitted

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

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

HISTORIC DISTRICT COMMISSION
FINAL PLAN SUBMISSION CHECKLIST

Required materials for all applications:

Completed application form. Describe clearly and in detail the nature of the proposed project. Attach additional sheets if necessary.

Photographs of site and existing conditions, as well as any proposed materials.

Site plan showing property lines, existing and proposed changes

Creating a laundry room inside existing screened in porch. Will use same siding, replace current door with new one (see picture), put in three new windows (see picture). Will be compliant with all NC codes. We have included pictures of the current porch.

DO NOT WRITE BELOW THIS LINE

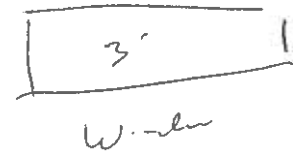
Additional conditions and remarks: _____

Authorized signature

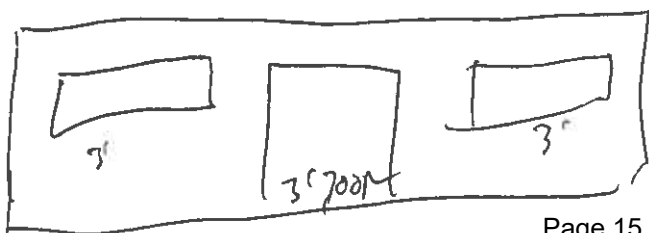
Date

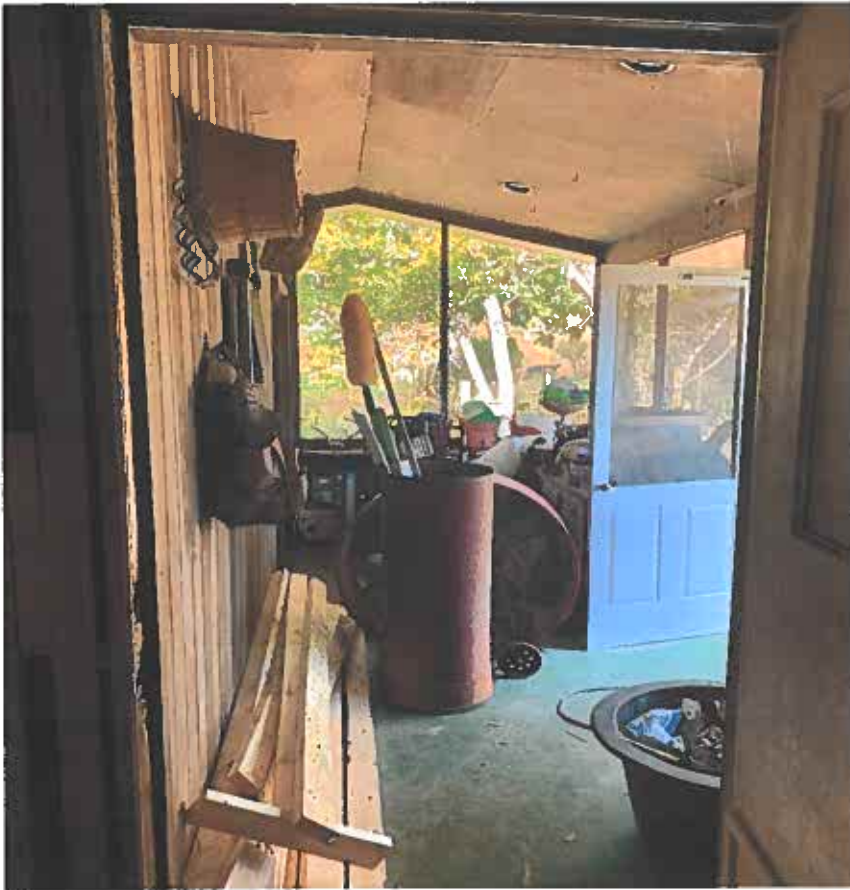


side of porch



front
outside
of porch





current inside
of porch



front outside
of porch

another angle of porch

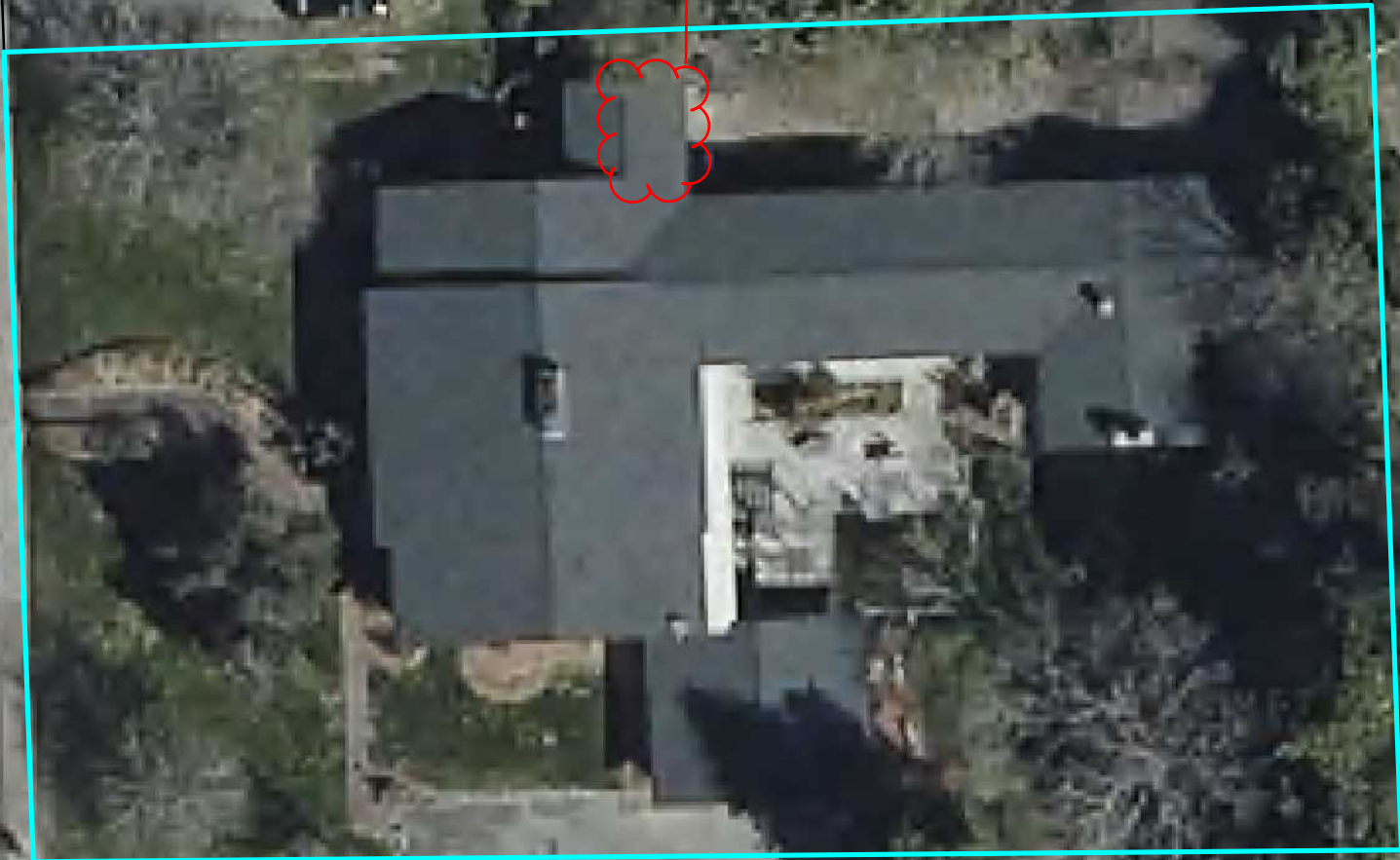




replace existing
door with this one



Existing Screened
Porch located on rear
half of this section



S HAYNE ST

S BEASLEY ST

W GREEN ST

E GREEN ST

09234107
W3G LLC
PO BOX 1584
MONROE NC 28111

09235009
HILBISH GEORGE
HILBISH MELISSA L
607 S HAYNE ST
MONROE NC 28110

09235011
PIGG LUCY B
3211 ERVIN THOMAS RD
MONROE NC 28112

09235032
CARROLL LISA EDISON
702 S HAYNE ST
MONROE NC 281126012

09235031
TIPPETT DICY L
704 S HAYNE ST
MONROE NC 28112

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

09235012
ALI RICHARD
ADAMS-ALI MARY
703 SOUTH HAYNE ST
MONROE NC 28112

09235033
MCGUIRE KEVIN JAMES
MCGUIRE PAULA DION
700 S HAYNE ST
MONROE NC 28112

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

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

09235007
KENDRICK LAURA ARNETTE
KENDRICK STEPHEN
601 S HAYNE ST
MONROE NC 28112

09235008
MILLSAPS KENT
MILLSAPS MELODY
605 S HAYNE ST
MONROE NC 28112

09235034
SALGADO ERIKA GAONA
SOLANO RICARDO ACEVEDO
608 S HAYNE ST
MONROE NC 28112

09235035
MCCOY JANET J
MCCOY JERRY W
602 S HAYNE ST
MONROE NC 28112

09235036
HOWARD JAMITHON M
600 S HAYNE ST
MONROE NC 28112

09234103
CUMMINGS DONNA MILLS
702 SOUTH CHURCH ST
MONROE NC 28112

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

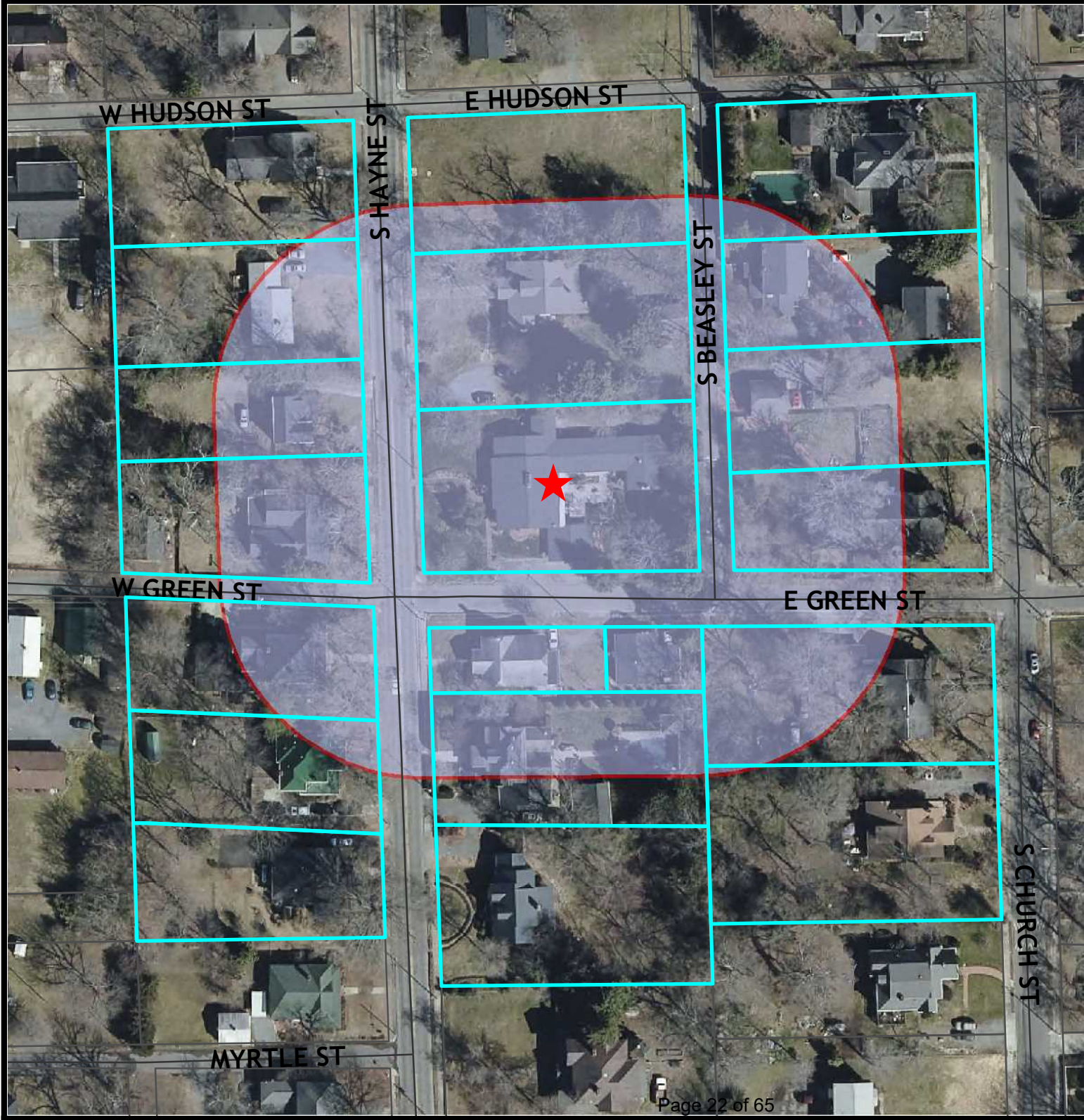
09235010
AGNER DONALD R
AGNER EVELYN W
701 S HAYNE ST
MONROE NC 28112

09235013
SHARP MELISSA
705 S HAYNE ST
MONROE NC 28112

09235034B
DEBETTA SHARI L
DEBETTA JOSEPH R
201 CARI LN
MATTHEWS NC 28104

**HISTORIC DISTRICT MEETING
OF MARCH 8, 2021**

607 S. Hayne Street



APO Map

607 S. Hayne Street

Legend

- Centerlines
- Parcels
- 150-foot buffer
- Notified Properties
- Subject Property





STAFF REPORT
Project # PLHR 2021-00025

TO: Historic District Commission Members

DATE: March 8, 2021

FROM: Keri Mendler, Planner

PREPARED BY: Keri Mendler, Planner

SUBJECT: Certificate of Appropriateness request 201 Lancaster Avenue

SUMMARY STATEMENT

The Historic District Commission is requested to consider a Certificate of Appropriateness for the following projects at 201 Lancaster Avenue:

1. Pave the existing gravel driveway as well as additional parking area on the site
2. Install a privacy fence on the parcel adjacent to residential property
3. Construct a handicap ramp on the rear of the property
4. Reinstall a staircase to the second story balcony

This property is locally designated therefore the Union County Preservation Commission must approve the project as well. Typically, requests for locally designated properties go to the County Preservation Commission prior to the City's Commission; however, since a completed application was received by the City, staff felt we should move this project along as not to run into a timing issue per ordinance section 156.201.

SITE DATA

Type of Action:	Certificate of Appropriateness
Date of Petition:	2-8-21
Name of Petitioner:	Heather Reagor
Location:	201 Lancaster Avenue
Tax ID #:	09-235-233
Lot Size:	0.51 acres
Zoning Classification:	OT (Office Transitional)

GENERAL INFORMATION

R.V. Houston House, circa 1970

Believed to have been built by D. A. Covington as a wedding gift for his daughter Celestia and her husband R. v. Houston, who were married in 1868, this two-story frame house is the finest local example of the typical Greek Revival/Italianate dwelling popular in the mid-19th century in North Carolina. It appears on the 1882 Gray's Map of Monroe, and an 1884 deed records the transfer of the house from Covington's widow to their daughter Celestia Houston. Robert v. Houston (1846-1914), member of a prominent Monroe family, first engaged in the mercantile business and later in farming, becoming "one of the largest planters in the county." In the early 20th century, he served a term as the city's mayor. By this time, however, he had apparently moved to another house, his first wife having died in 1889 and Houston having remarried. Between about 1890 and 1905, when Houston sold the house to seaboard Airline Railway employee Thomas B. Sale, the house was rented to Fetna Heath Crow and later to dry goods merchant A. Levy. The Sales sold the house in 1910 to O.M. Saunders, whose family retained ownership until 1979. The house features a two-story, single-pile, center-hall main block which is topped by a pedimented side gable roof. One-and two-story gabled ells extend to the rear of the main block in a complex configuration; a one-story semi-hexagonal bay is located on the northwest elevation of the two-story rear ell. A two-tier pedimented portico with square classical posts extends from the center of the symmetrical three-bay facade. The main entrance has a Victorian door with diamond and lozenge pattern three-part transom and wide sidelights. Windows contain a variety of sash, including two over two, one over one and six over six. Brick chimneys with corbelled caps are located in interior end, interior and exterior rear positions. Decorative elements include elaborate cornice brackets, a scroll-sawn balustrade on the second floor of the portico, round-arch louvered attic vents in the gable ends of the front block, and rectangular louvered vents with cutout ornament in a rear wing. The house stands at an angle to the intersection of Lancaster Avenue and Parker Street, facing northeast.

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 a wood privacy fence that will be 6-feet tall up until the front corner of the home where the applicant is proposing a staggered drop in height to four-feet to allow for vehicular visibility.
2. 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 applicant is proposing to use wood materials.
3. 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 proposed fence will be located in the rear yard along the western side property line; this is required from the Planning Department in order to provide screening to the adjacent residential use from the new commercial use.

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

1. Select appropriate traditional paving materials such as brick, stone, and scored concrete. Carefully consider the color and texture of new surfaces for compatibility with the character of the historic district. It is not appropriate to introduce large expanses of stark white or gray concrete surfaces. Consider permeable materials like brick pavers in lieu of concrete.
The applicant is proposing to pave over the existing gravel driveway and circulation area as well as expand the area to accommodate more parking. This is a requirement of the Planning Department as the property is being converted from residential to commercial. The application states the paving material will be asphalt.

Porches, Entrances & Balconies, pg. 57

1. It is not appropriate to introduce features or details to the porch, entrance, or balcony of a district building in an attempt to create a false historical appearance.
Based on photos when this property was locally designated in 1983, the house had stairs leading to the balcony.

Accessibility, Health, and Safety Considerations, pg. 61

1. Meet accessibility and life-safety code requirements in such a way that the district site and its character-defining features are preserved.
The applicant is proposing to locate the ramp on a rear elevation.
2. Meet accessibility and life-safety code requirements in such a way that the district building's character-defining facades, features, and finishes are preserved.
3. If needed, introduce new or additional means of access that are reversible and that do not compromise the original design or materials of a historic entrance or porch.

FINDINGS

Staff offers the following Findings:

1. The subject property located at 201 Lancaster Avenue is owned by Joyce Ingold. The applicant, Heather Reagor, is acting on behalf of the prospective buyers Leitner, Bragg, & Griffin. This property is zoned OT (Office Transitional). (Exhibit 1, 2)
2. The property is located in the South Monroe Historic District. (Exhibit 3)
3. On February 8, 2021, the applicant submitted an application to make the required improvements to convert the property from residential to commercial. The following projects are being requested: pave the existing gravel driveway as well as additional parking area on the site, install a privacy fence on the parcel adjacent to residential property, construct a

handicap ramp on the rear of the property, and reinstall a staircase on the second story balcony. (Exhibit 4-8)

4. The proposed structure does meet the review criteria for a Certificate of Appropriateness according to Section 156.202 of the Unified Development Ordinance.
5. All adjacent property owners have been notified of the Certificate of Appropriateness request. (Exhibit 9-10)

CONCLUSIONS

The proposed construction of a fence, paved driveway/circulation area, reinstalling balcony stairs, and construction of a handicap ramp at 201 Lancaster Avenue as presented (is/is not) congruous in concept according to the *Fence and Walls, Walkways, Driveways, and Off-street Parking, Porches, Entrances & Balconies, and Accessibility, Health, and Safety Consideration* guidelines of the *South Monroe Historic District 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.
2. 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.
3. 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.

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

1. Select appropriate traditional paving materials such as brick, stone, and scored concrete. Carefully consider the color and texture of new surfaces for compatibility with the character of the historic district. It is not appropriate to introduce large expanses of stark white or gray concrete surfaces. Consider permeable materials like brick pavers in lieu of concrete.

Porches, Entrances & Balconies, pg. 57

1. It is not appropriate to introduce features or details to the porch, entrance, or balcony of a district building in an attempt to create a false historical appearance.

Accessibility, Health, and Safety Considerations, pg. 61

1. Meet accessibility and life-safety code requirements in such a way that the district site and its character-defining features are preserved.
2. Meet accessibility and life-safety code requirements in such a way that the district building's character-defining facades, features, and finishes are preserved.

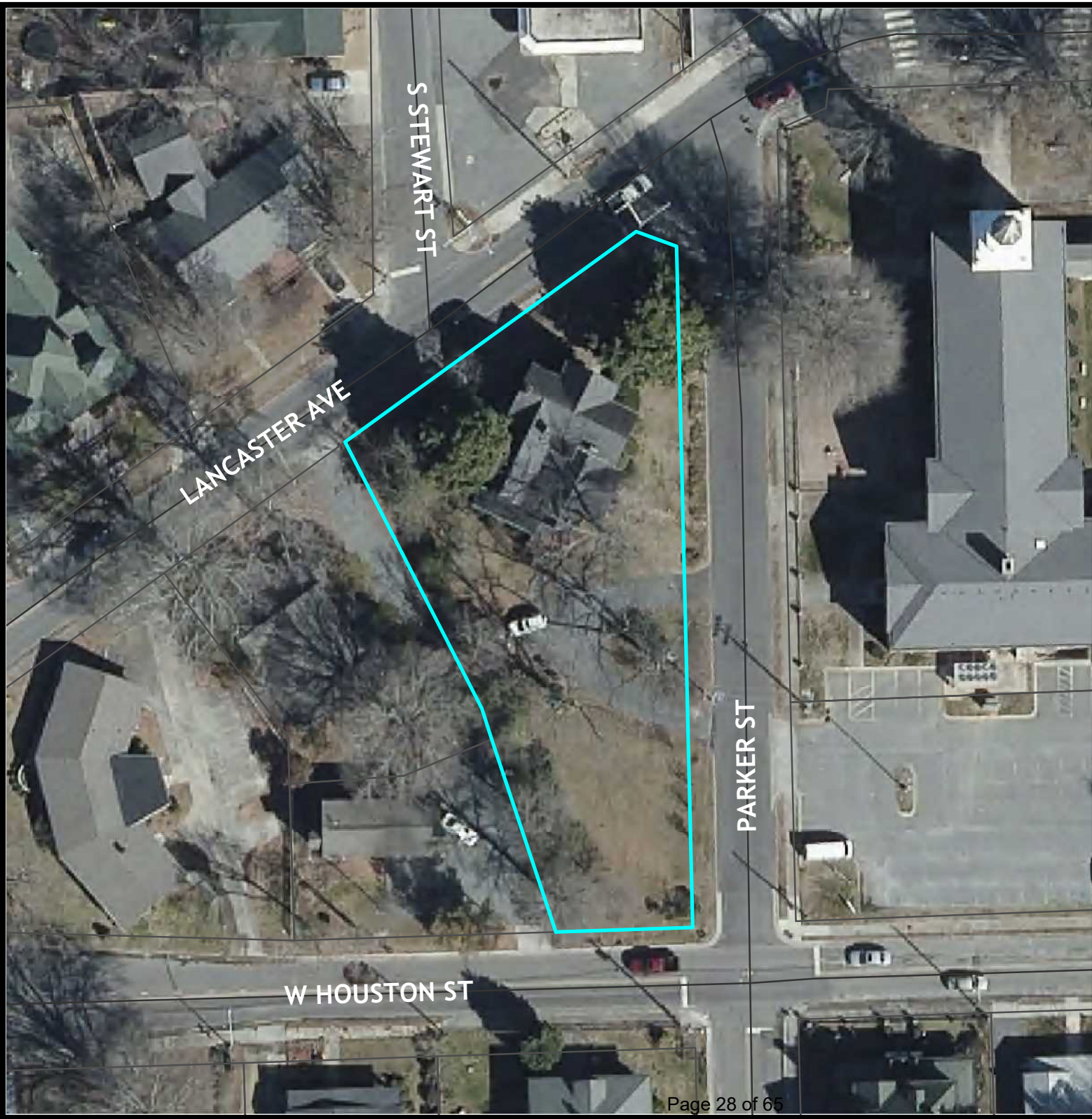
3. If needed, introduce new or additional means of access that are reversible and that do not compromise the original design or materials of a historic entrance or porch.

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

Exhibits:

1. Aerial Map
2. Zoning Map
3. Historic District Map
4. Application
5. Existing/Proposed Paving area
6. Proposed Fencing
7. Proposed handicap ramp
8. Balcony stairs
9. Photos of Previous Balcony Stairs
10. APO List
11. APO Map

Prepared by: KM 2-22-21



Ortho Map

PLHR-2021-00025

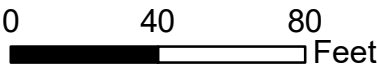
Legend

-  Centerlines
-  Parcels

Existing: OT
(Office Transitional)

Owner: Joyce Ingold

Acres: .51



Zoning Map

PLHR-2021-00025

Legend

Centerlines

Parcels

Zoning Districts

Code

R-10

OT

CBD

Existing: OT
(Office Transitional)

Owner: Joyce Ingold

Acres: .51



0 40 80
Feet

LANCASTER AVE

S STEWART ST

PARKER ST

W HOUSTON ST

Historic District Map

PLHR-2021-00025

Legend

- Centerlines
- Parcels
- Historic District

Existing: OT
(Office Transitional)

Owner: Joyce Ingold

Acres: .51



0 40 80
Feet

LANCASTER AVE

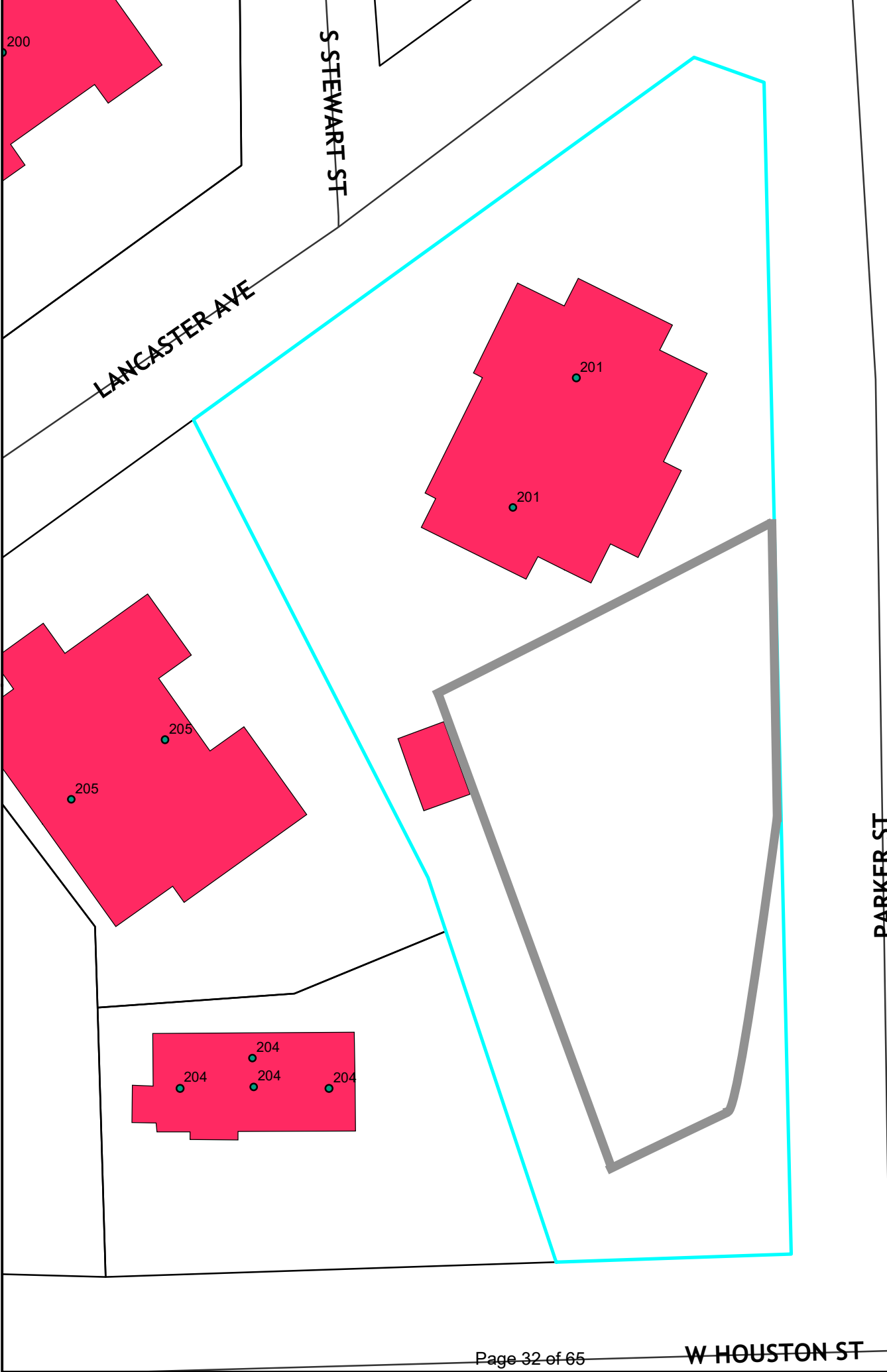
S STEWART ST

PARKER ST

W HOUSTON ST

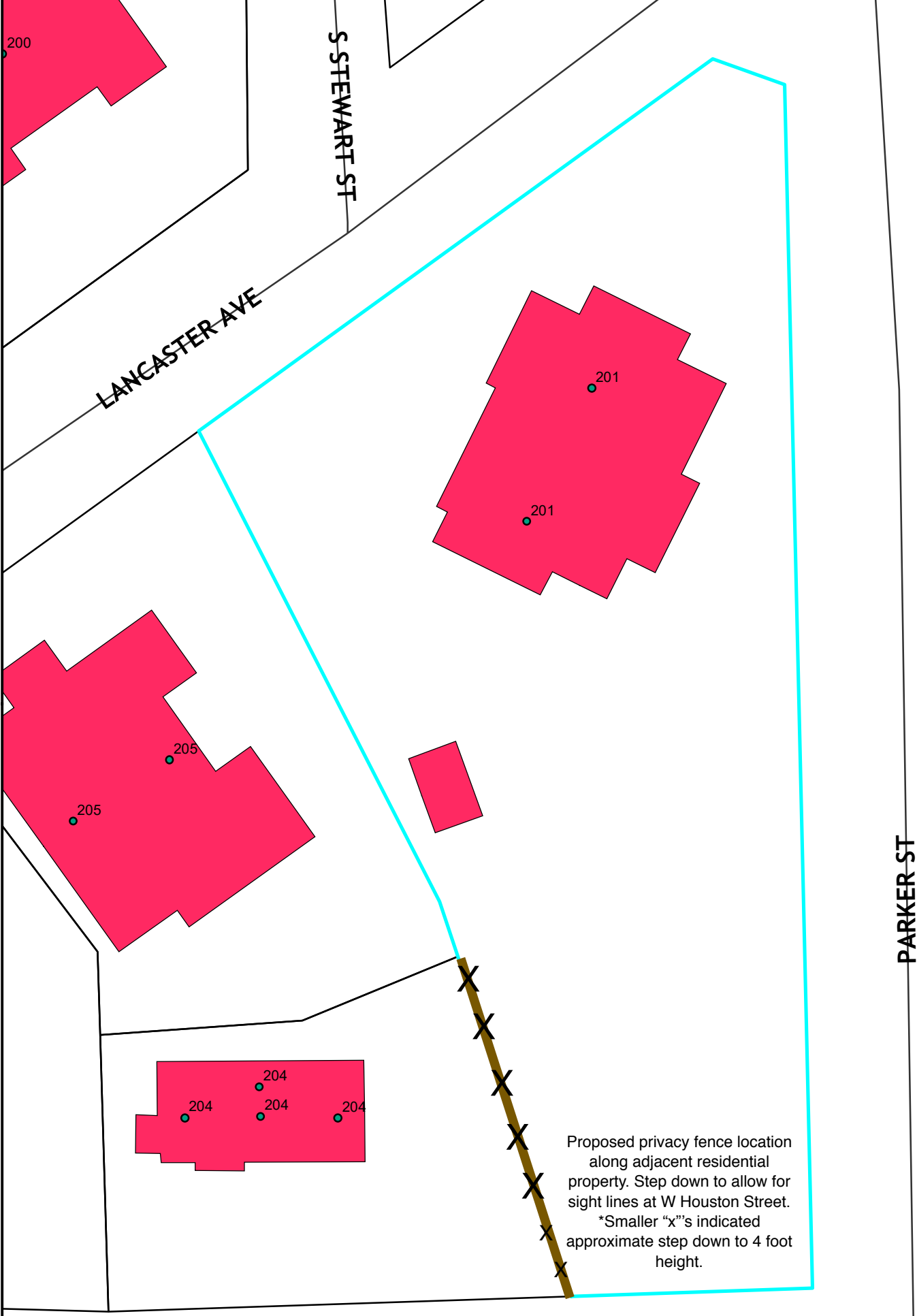
Date submitted: _____
Application No: _____
Approved: _____ Denied: _____
_____ Administrative review
_____ Commission Review

- Page 31 of 65



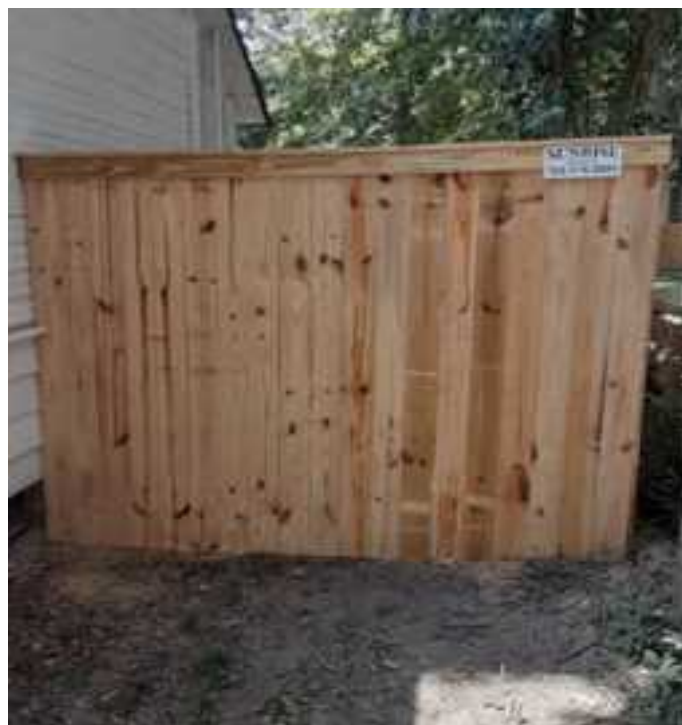
Existing Drive and Yard

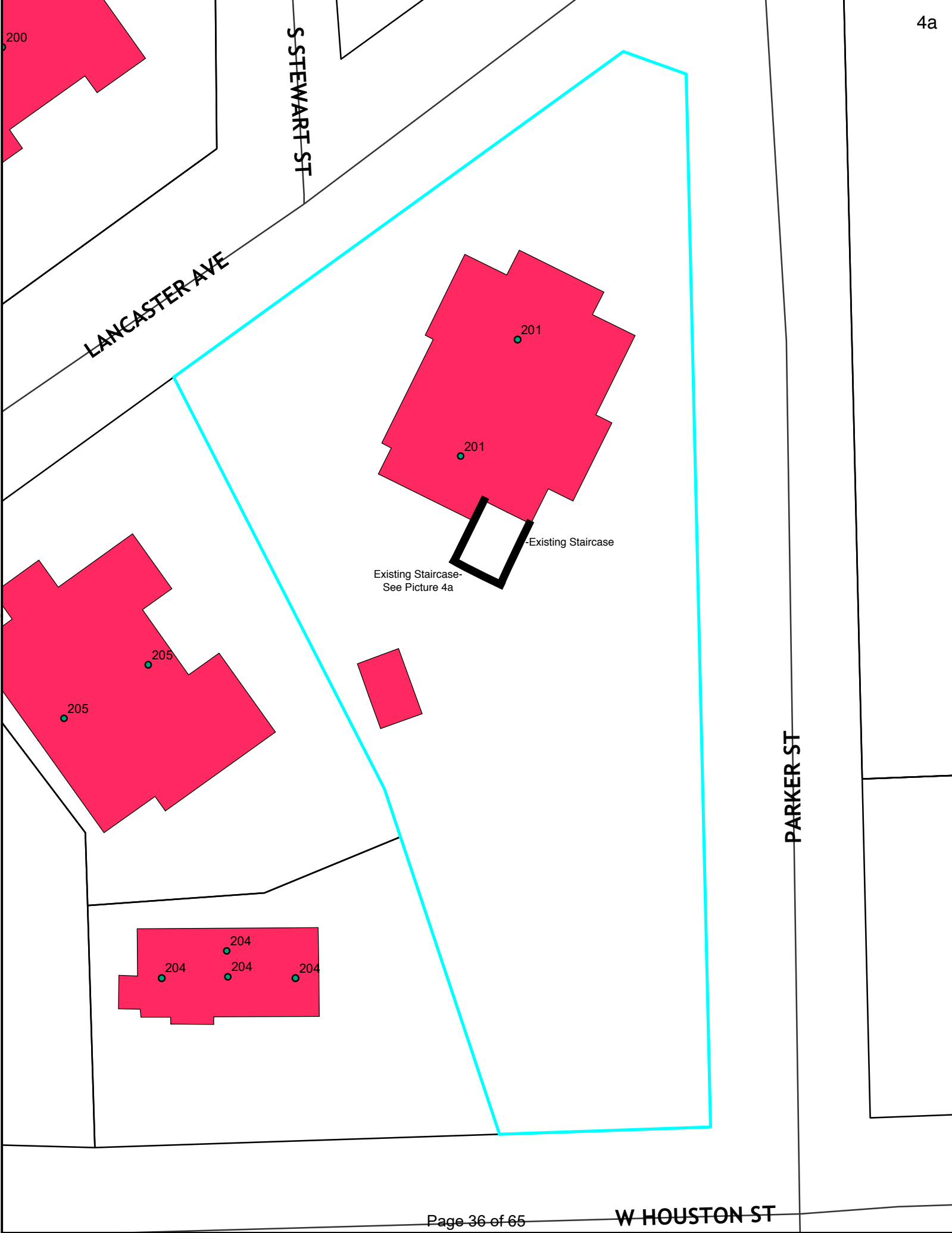




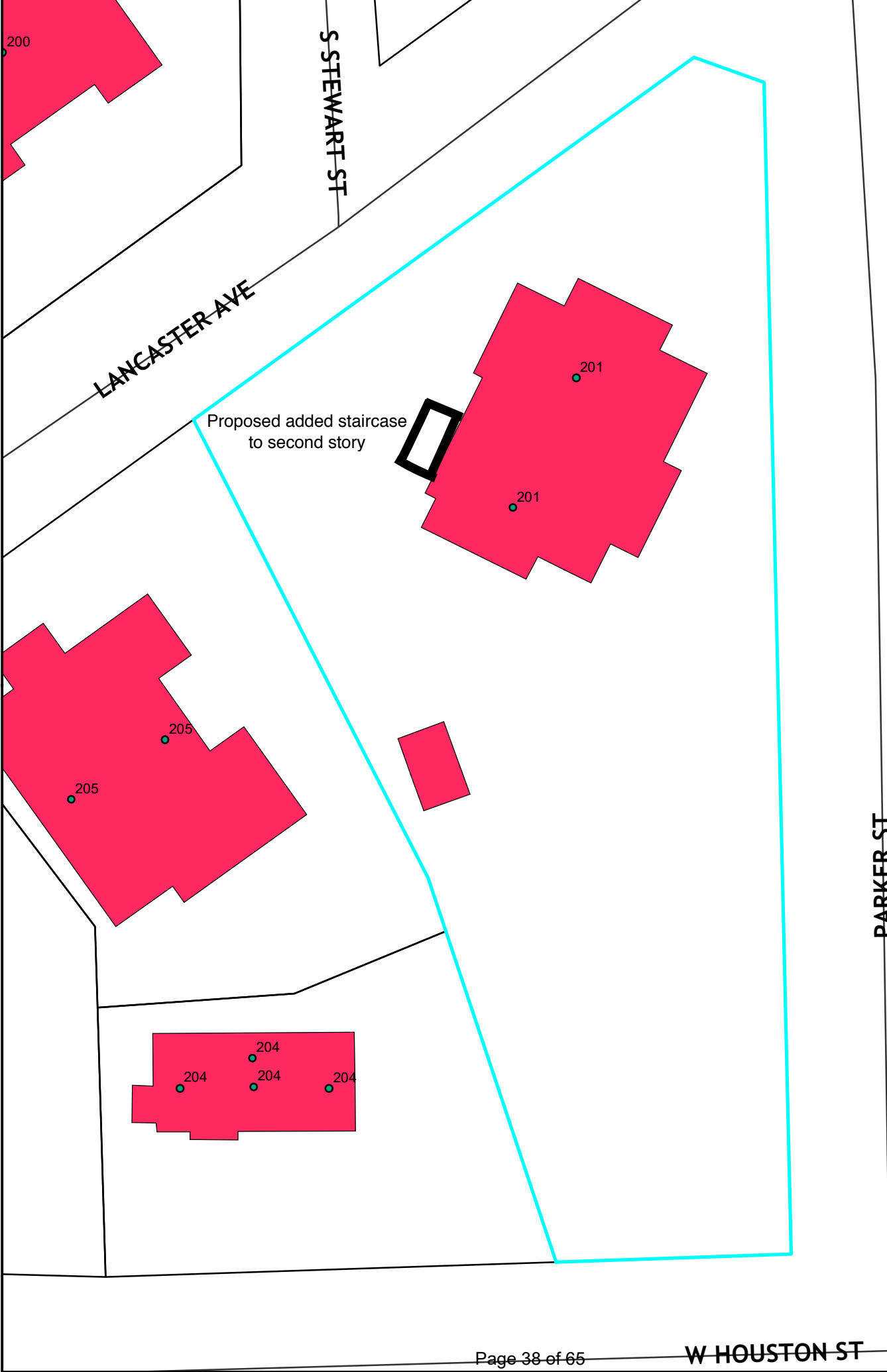
2b & 3

Proposed fencing material and step down for sight lines.

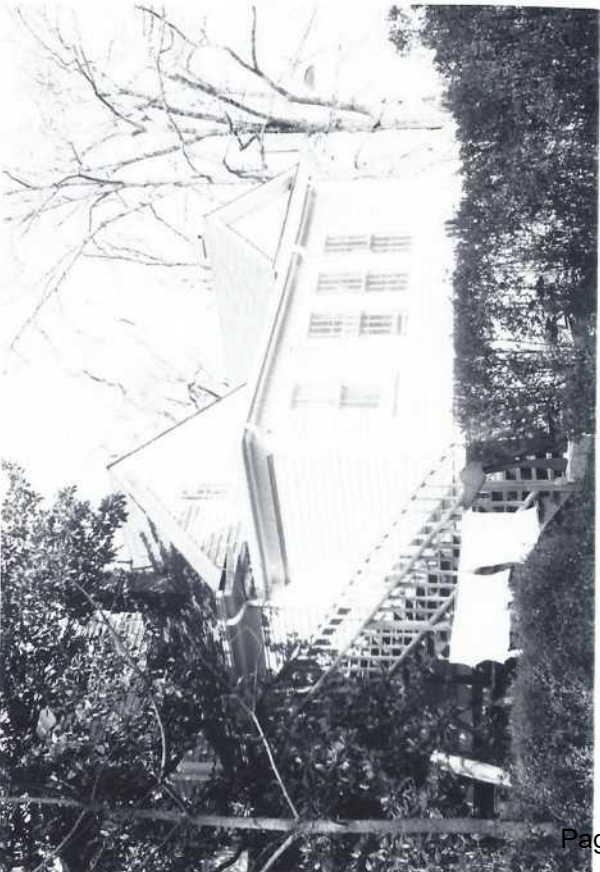












09235045
FIRST BAPTIST CHURCH
109 MORROW AVE
MONROE NC 28112

09232078
MFH LLC
%PROPERTY TAX 9TH FLOOR PO BOX
130548
HOUSTON TX 77219

09232126A
BANNISTER GROUP LLC (THE)
PO BOX 788
MONROE NC 28111

09235100
THAPA BHIM KUMAR
THAPA REBEKAH LOFFER
203 W HOUSTON ST
MONROE NC 28112

09235233
INGOLD JOYCE W
201 LANCASTER AVE
MONROE NC 28110

09235234A
CHAPMAN FAMILY ENTERPRISES
LLC
5900 S M BENTON LN
MONROE NC 28110

09232127A
SMITH BEN
SMITH DAWN
200 LANCASTER AVE
MONROE NC 28112

09232076
CARLSON-MCNABB HOLDINGS LLC
400 W WINDSOR ST
MONROE NC 28110

09232127
SMITH BEN
SMITH DAWN
200 LANCASTER AVE
MONROE NC 28112

09235234
SEAN GRIM INVESTMENTS LLC
2613 BEE RIDGE CT
WAXHAW NC 28173

09232128
MESHEEHAN DJ
MESHEEHAN PHYLLIS A
2511 DOSTER RD
MONROE NC 28112

09235232
PENISTON DEVELOPMENT LLC
%RICHARD A PENISTON 211
LANCASTER HWY
MONROE NC 28110

09232077
LANCASTER AVENUE LLC
C/O LARRY W LANEY PO BOX 221792
CHARLOTTE NC 28222

09235046
SMITH JENNIFER S
PO BOX 158
MONROE NC 28111

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

09235044
FIRST BAPTIST CHURCH
109 MORROW AVE
MONROE NC 28112

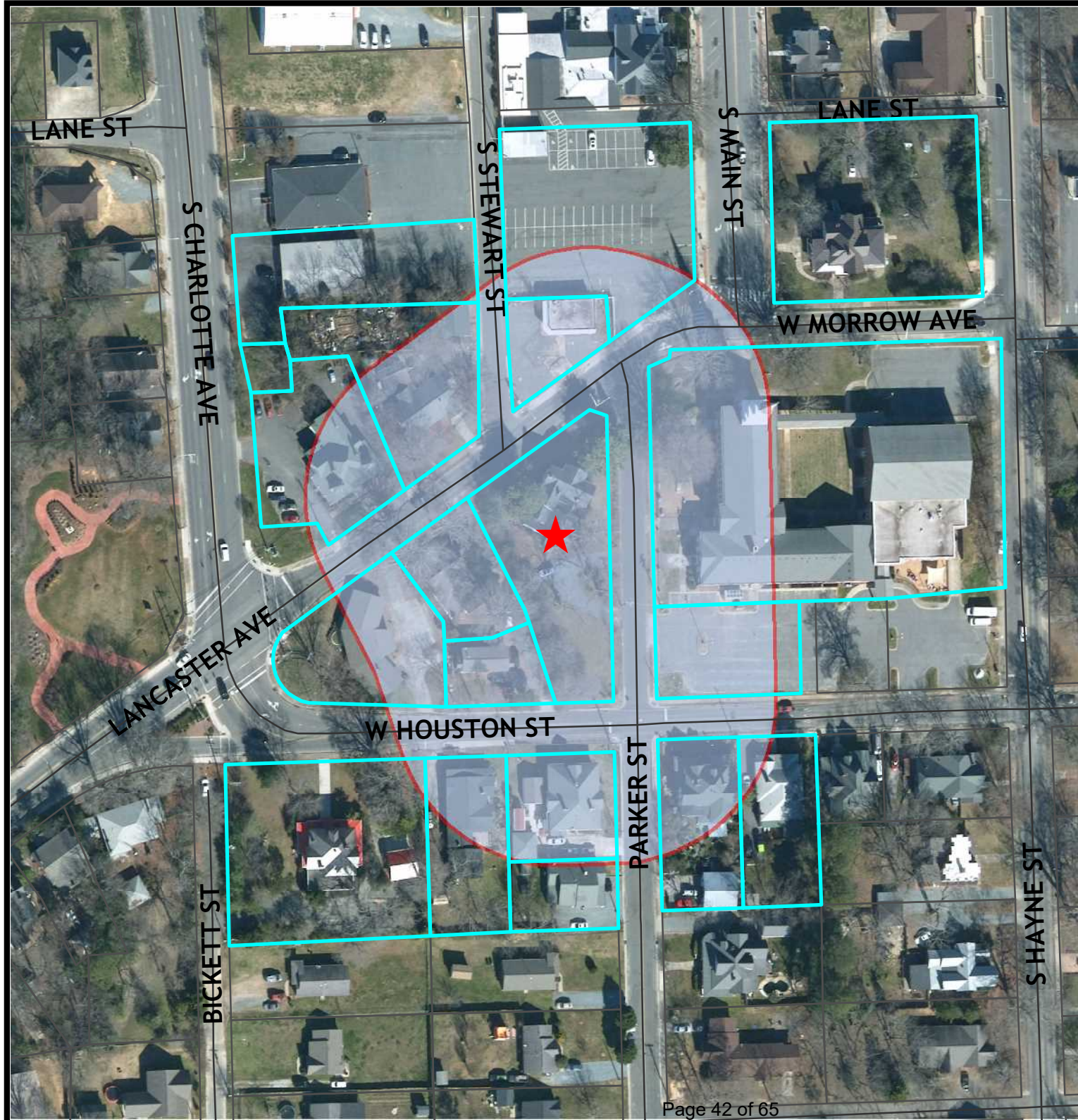
09235099
BECKER JOSEPH
BECKER MARTHA
201 W HOUSTON ST
MONROE NC 28112

09235046A
WATSON LIANE
WATSON ALLEN
107 W HOUSTON ST
MONROE NC 28112

09235101
OSMAN MOHAMED S
207 W HOUSTON ST
MONROE NC 28112

**HISTORIC DISTRICT COMMISSION
MEETING OF MARCH 8, 2021**

205 Lancaster Avenue



APO Map

201 Lancaster Avenue

Legend

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





STAFF REPORT
PLHR-2021-00026

TO: Historic District Commission Members

DATE: March 8, 2021

FROM: Keri Mendler, Planner

PREPARED BY: Keri Mendler, Planner

SUBJECT: Certificate of Appropriateness request at 605 S. Church Street

SUMMARY STATEMENT

The Historic District Commission is requested to consider a Certificate of Appropriateness from Amanda Hawthorne to install a wood pergola at 605 S. Church Street.

SITE DATA

Type of Action: Certificate of Appropriateness

Date of Petition: 2-15-21

Name of Petitioner: Amanda Hawthorne

Location: 605 S. Church St.

Tax ID #: 09-234-116

Lot Size: 0.42 acres

Zoning Classification: R-10 (Residential-High Density)

GENERAL INFORMATION

J.C. Sikes House, circa 1906

Prominent local attorney and businessman J.C. Sikes has this Queen Anne/Classical Revival-style house built shortly after his 1906 purchase of a tract of land from E.D. Worley. Sikes lived in the house until the mid-1920's, when he had a large brick Neo-Classical Revival house built on Wadesboro Road (East Franklin Street), which was listed in the National Register in 1978. Numerous changes made to the earlier house since its construction, including removal of the wraparound, Tuscan-columned porch and reworking of the front entrance and a façade bay, have greatly altered its appearance.

RELEVANT DESIGN GUIDELINES

Garage and Accessory Structure, pg. 35

1. Select materials and finishes for proposed garages or accessory buildings that are compatible with the primary building or other historic garages and accessory structures in the district in terms of scale, module, composition, pattern, detail, finish, texture, and color.
The applicant is proposing to install a wood pergola in the rear yard.
 2. Locate and orient new garages and accessory structures in rear yards and in traditional relationships to the primary building as determined by historic siting patterns in the district.
The applicant is proposing to install the pergola in the rear yard.
 3. It is not appropriate to introduce prefabricated metal accessory structures in the historic district. Prefabricated wooden accessory structures are appropriate to introduce only if they are compatible in size, scale, form, height, proportion, materials and details with other accessory structures in the historic district.
The pergola will be constructed with wood materials. It is 10 feet by 16 feet and 8-9.5 feet tall.
 4. It is not appropriate to introduce a new garage or accessory building if doing so will detract from the overall historic character of the primary building and the site or require removal of a significant building element or site feature, such as a mature tree or side porch.
The pergola will be located in the back yard, there does not appear to be a need to remove any trees to accommodate the pergola.
 5. It is not appropriate to introduce features or details to a garage or accessory structure in the district in an attempt to create a false historical appearance.
-

FINDINGS

Staff offers the following Findings:

1. The subject property located at 605 S. Church Street is owned by Amanda and Maria Hawthorne and is zoned R-10 (Residential-High Density). (Exhibit 1-2)
2. The property is located in the South Monroe Historic District. (Exhibit 3)
3. On February 15, 2021, the applicant applied for a COA to construct a wood pergola in the rear yard at 605 S. Church Street. (Exhibit 4-6)
4. The proposed structure does meet the review criteria for a Certificate of Appropriateness according to Section 156.202 of the Unified Development Ordinance.
5. All adjacent property owners have been notified of the Certificate of Appropriateness request. (Exhibit 7-8)

CONCLUSIONS

The proposal to install a wood pergola at 605 S. Church Street as presented (is/is not) congruous in concept according to the *Garage and Accessory Structure* guidelines of the *South Monroe Historic District Guidelines*:

Garage and Accessory Structure, pg. 35

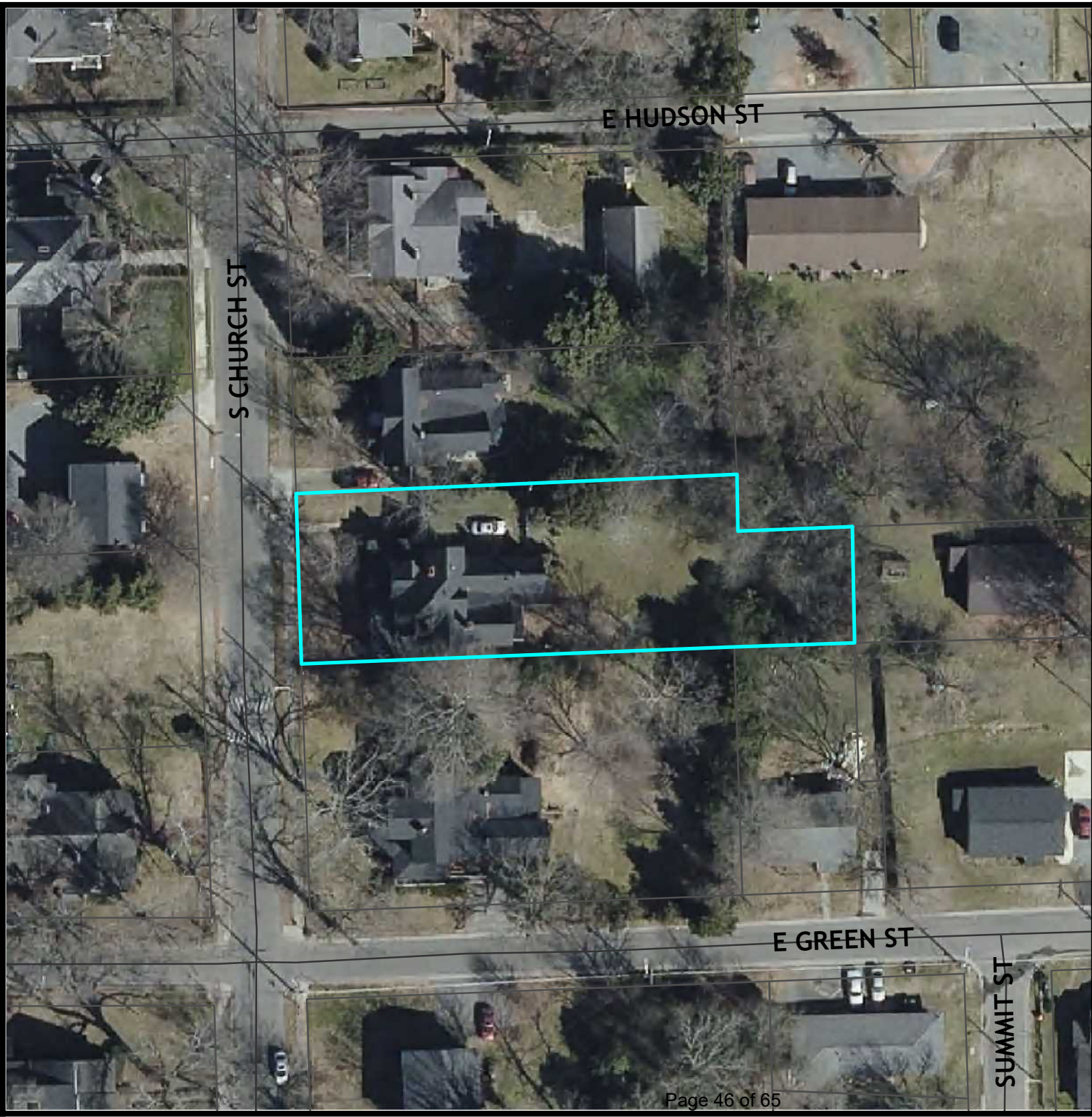
1. Select materials and finishes for proposed garages or accessory buildings that are compatible with the primary building or other historic garages and accessory structures in the district in terms of scale, module, composition, pattern, detail, finish, texture, and color.
2. Locate and orient new garages and accessory structures in rear yards and in traditional relationships to the primary building as determined by historic siting patterns in the district.
3. It is not appropriate to introduce prefabricated metal accessory structures in the historic district. Prefabricated wooden accessory structures are appropriate to introduce only if they are compatible in size, scale, form, height, proportion, materials and details with other accessory structures in the historic district.
4. It is not appropriate to introduce a new garage or accessory building if doing so will detract from the overall historic character of the primary building and the site or require removal of a significant building element or site feature, such as a mature tree or side porch.
5. It is not appropriate to introduce features or details to a garage or accessory structure in the district in an attempt to create a false historical appearance.

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

Exhibits:

1. Aerial Map
2. Zoning Map
3. Historic District Map
4. Application
5. Proposed Pergola
6. Site Plan
7. APO List
8. APO Map

Prepared by: KM 2-22-21



E HUDSON ST

S CHURCH ST

E GREEN ST

SUMMIT ST



Ortho Map

PLHR-2021-00026

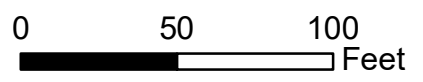
Legend

- Centerlines
- Parcels

**Existing: R-10
(Single-Family High Density)**

**Owner: Amanda and
Maria Hawthorne**

Acres: .42



Zoning Map

PLHR-2021-00026

Legend

— Centerlines

▭ Parcels

Zoning Districts

Code

▭ R-10

Existing: R-10
(Single-Family High Density)

Owner: Amanda and
Maria Hawthorne

Acres: .42



0 50 100
Feet

E HUDSON ST

S CHURCH ST

E GREEN ST

SUMMIT ST

Historic District Map

PLHR-2021-00026

Legend

- Centerlines
- Parcels
- Historic District

**Existing: R-10
(Single-Family High Density)**

**Owner: Amanda and
Maria Hawthorne**

Acres: .42



0 50 100
Feet

E HUDSON ST

S CHURCH ST

E GREEN ST

SUMMIT ST



HISTORIC DISTRICT COMMISSION
APPLICATION FOR REVIEW

FOR STAFF USE ONLY

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

- Property location: 605 S. CHURCH ST.
Applicant's name: AMANDA HANTHORNE
Applicant's address: 605 S. CHURCH ST. Monroe
Applicant's telephone number: 315 264 2356
Applicant's email address: hawth20@gmail.com
Applicant's FAX number: _____
Property Tax identification number: _____ - _____ - _____
- The property is owned by (if different from above) _____
Address: _____ Telephone: _____
- The following Certificate of Appropriateness is requested for: LEAN-TO STYLE PERGOLA PAVILION
Please provide a brief description of the project. I WOULD LIKE TO BUILD A BACKYARD SHELTER TO CREATE AN OUTDOOR LIVING SPACE. IT WOULD BE 10'x16' WITH 6"x6" POSTS AND THE ROOF EXTENDING PAST THE POST 1' IN EACH DIRECTION. IT WOULD BE A LEAN-TO STYLE PROVIDING AN OPEN AIRY DESIGN THAT WILL LOOK BEAUTIFUL ! PROTECT YOU FROM SUN ! RAIN.
- 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).

AMANDA HANTHORNE
Applicant- Printed

[Signature]
Applicant- Signed

2/15/21
Date Submitted

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

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



This image is very close to what I envision the final product to look like. Proposed 10'x16' with the roof extending 1' in each direction.

Proposed Materials:

6x6 Pressure Treated posts (Proposed 8' at low end & 9.5' at high end)

4"x10"x18' Pine Beams sawed by Oak Hill Sawmill in Midland (Front and Back) Quoted 85\$ Each

4"x6" Curved Corner Braces to provide stability

2"x6"x12' Rafters

2"x2" Purlins

Metal Panel Roofing- Union Corrugating 3.17-ft x 12-ft Ribbed Silver Steel Roof Panel

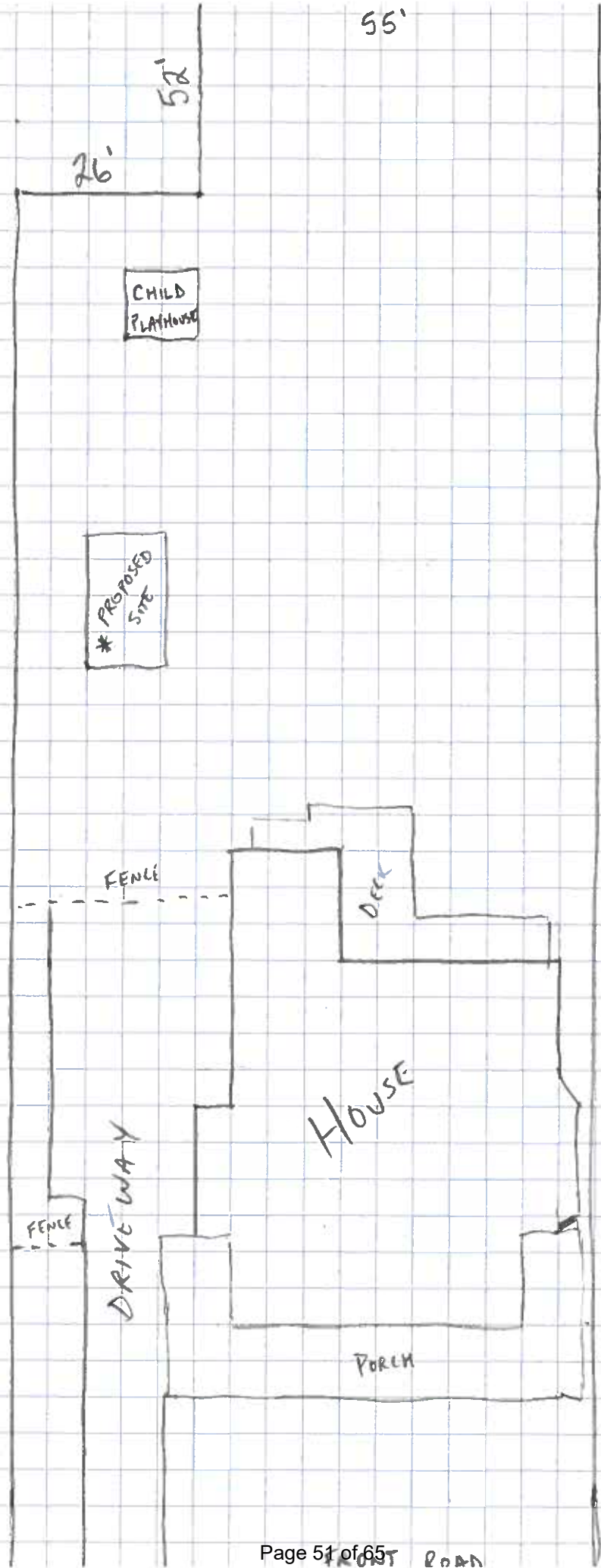


FIVE STAR.
★★★★★

FIVE STAR.
★★★★★

FIVE STAR.
★★★★★

FIVE STAR.
★★★★★



HAWTHORNE
605 S. CHURCH

09234107
W3G LLC
PO BOX 1584
MONROE NC 28111

09234120
DAVIS CALVIN
WHITE BETTY
1712 PINEDELL AVE
MONROE NC 28110

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

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

09234123
DMS CAPITAL LLC
2316 WENSLEY DR
CHARLOTTE NC 28210

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

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

09234121
MANGUM VIRGINIA
1008 OAK HILL DR
MONROE NC 28110

09234145
COVINGTON JAMES DAVIE
%JERRY COVINGTON 311 E GREEN ST
MONROE NC 28112

09234068
LACKEY ROSALIND BELL
3719 RADBOURNE BLVD
CHARLOTTE NC 282698611

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

09234109
HELMS LIBBY ZEALY
502 S HAYNE ST
MONROE NC 28112

09234115
BRADLEY REX WOODALL
603 S CHURCH ST
MONROE NC 281125616

09234119
GADDY DIANNE
303 E GREEN ST
MONROE NC 28112

09234143
MARTIN MINERVA MARTINEZ
609 PARADISE ST
MONROE NC 28112

09234092
SIMPLE PROPERTY SOLUTIONS LLC
4108 MALTA PL
CHARLOTTE NC 28215

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

09234091
PETERSEN GARY V
4175 W 4TH ST SPC 36
RENO NV 89523

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

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

09234113
STEWART JOSEPH NEIL
507 S CHURCH ST
MONROE NC 28112

09234140
COVINGTON EDITH J
315 E GREEN ST
MONROE NC 28112

09234117
MCMILLIAN-ORR ANGELA
607 S CHURCH ST
MONROE NC 28112

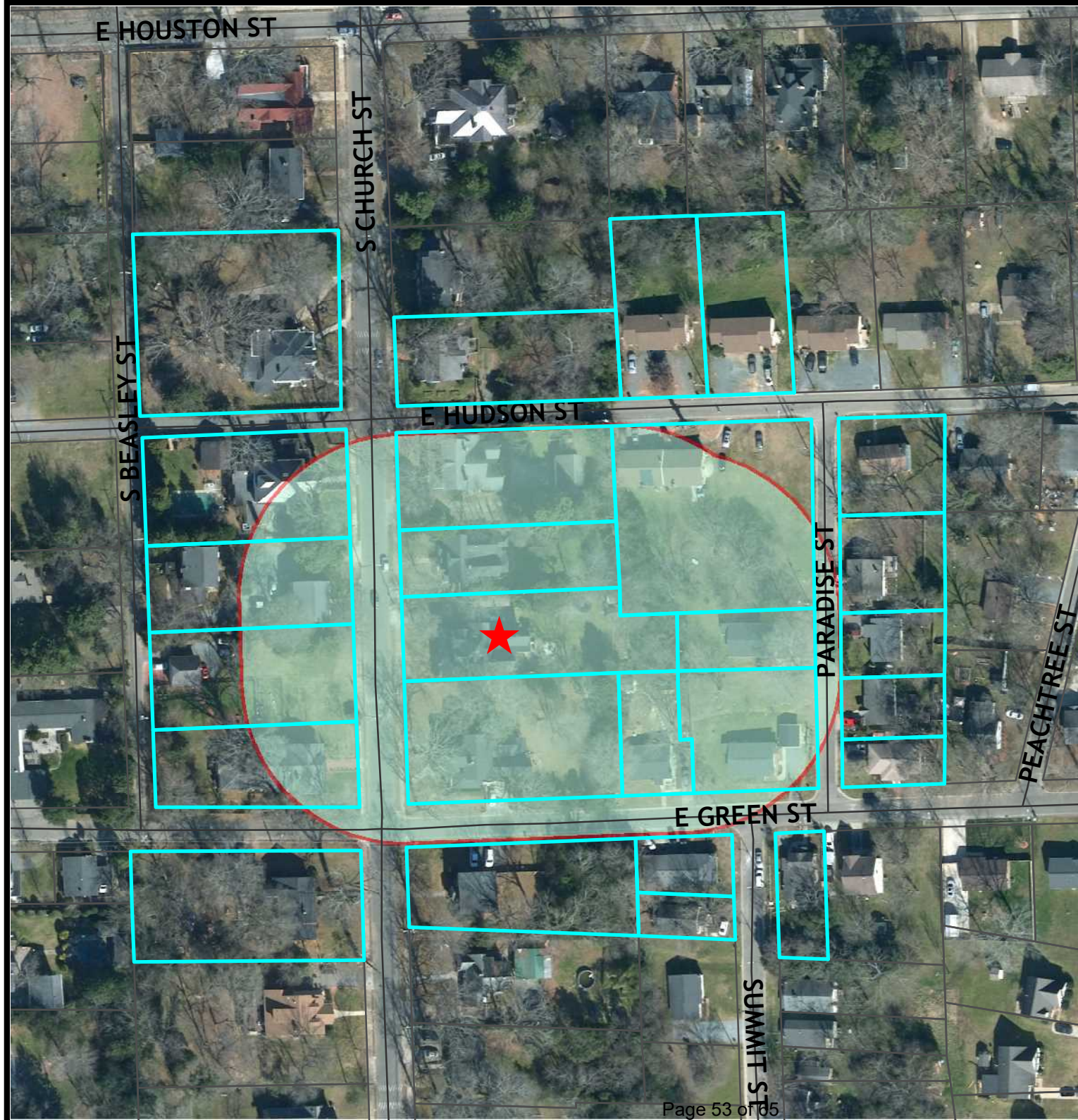
09234122
DMS CAPITAL LLC
2316 WENSLEY DR
CHARLOTTE NC 28210

09234142
JOSEPH BROTHERS INC
437 MORGAN MILL RD
MONROE NC 28110

09234144
MATIAS JOSE DEMETRIO SALMERON
611 PARADISE STREET
MONROE NC 28112

**HISTORIC DISTRICT COMMISSION
MEETING OF MARCH 8, 2021**

605 S. Church Street



APO Map

605 S. Church St.

Legend

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





STAFF REPORT
Project # PLHR 2021-00027

TO: Historic District Commission Members

DATE: March 8, 2021

FROM: Keri Mendler, Planner

PREPARED BY: Keri Mendler, Planner

SUBJECT: Certificate of Appropriateness request at 607 Lancaster Avenue

SUMMARY STATEMENT

The Historic District Commission is requested to consider a Certificate of Appropriateness for the following projects at 607 Lancaster Avenue:

1. Replace the existing columns with square cedar wrapped columns
 2. Replace existing PVC shutters with new cedar shutters
 3. Replace existing porch tile with new natural stone tile
-
-

SITE DATA

Type of Action:	Certificate of Appropriateness
Date of Petition:	2-16-21
Name of Petitioner:	Steven DeVore
Location:	607 Lancaster Avenue
Tax ID #:	09-235-119
Lot Size:	0.29 acres
Zoning Classification:	R-10 (Residential-High Density)

GENERAL INFORMATION

The tax records indicate this home was constructed in 1939; however, no additional information could be found. The house appears to be an example of a Period Cottage or American Cottage, which often blends Tudor Revival, Colonial Revival, and/or Craftsman elements.

RELEVANT DESIGN GUIDELINES

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 has requested to replace the existing PVC shutters with new cedar shutters.
2. If replacement of an entire window or door feature is necessary due to deterioration, replace it in kind, matching the original in design, dimension, detail, texture, color, and material. Consider compatible substitute materials only if using the original material is not feasible.
The applicant has requested to replace the existing PVC shutters with new cedar shutters.

Porches, Entrances & Balconies, pg. 57

1. Retain and preserve historic porches, entrances, balconies, and terraces and their decorative and functional features that are important in defining the historic character of a district building — such as columns, pilasters, balustrades, brackets, latticework, soffits, and tongue-and-groove flooring— as well as their finishes.
The applicant has requested to replace the existing porch columns with new square cedar columns as well as replace the existing porch tile with new tile that has the appearance of natural stone.
2. If replacement of an entire porch, entrance or balcony feature is necessary due to deterioration, replace it in kind, matching the original in design, dimension, detail, texture, color, and material. Consider compatible substitute materials only if using the original material is not feasible.
The applicant has requested to replace the existing porch columns with new square cedar columns as well as replace the existing porch tile with new tile that has the appearance of natural stone.

FINDINGS

Staff offers the following Findings:

1. The subject property located at 607 Lancaster Avenue is owned by Devore Estates, LLC and is zoned R-10 (Residential-High Density). (Exhibit 1, 2)
2. The property is located in the South Monroe Historic District. (Exhibit 3)
3. On February 16, 2021, the applicant submitted an application for the following projects: replace the existing columns with cedar wrapped columns, replace existing PVC shutters with new cedar shutters, and replace existing porch tile with new natural stone tile. (Exhibit 4-7)
4. The proposed structure does meet the review criteria for a Certificate of Appropriateness according to Section 156.202 of the Unified Development Ordinance.

5. All adjacent property owners have been notified of the Certificate of Appropriateness request. (Exhibit 8-9)

CONCLUSIONS

The proposed projects to replace the existing columns with cedar wrapped columns, replace existing PVC shutters with new cedar shutters, and replace existing porch tile with new natural stone tile at 607 Lancaster Avenue as presented (is/is not) congruous in concept according to the *Windows and Doors and Porches, Entrances & Balconies* guidelines of the *South Monroe Historic District Guidelines*:

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. If replacement of an entire window or door feature is necessary due to deterioration, replace it in kind, matching the original in design, dimension, detail, texture, color, and material. Consider compatible substitute materials only if using the original material is not feasible.

Porches, Entrances & Balconies, pg. 57

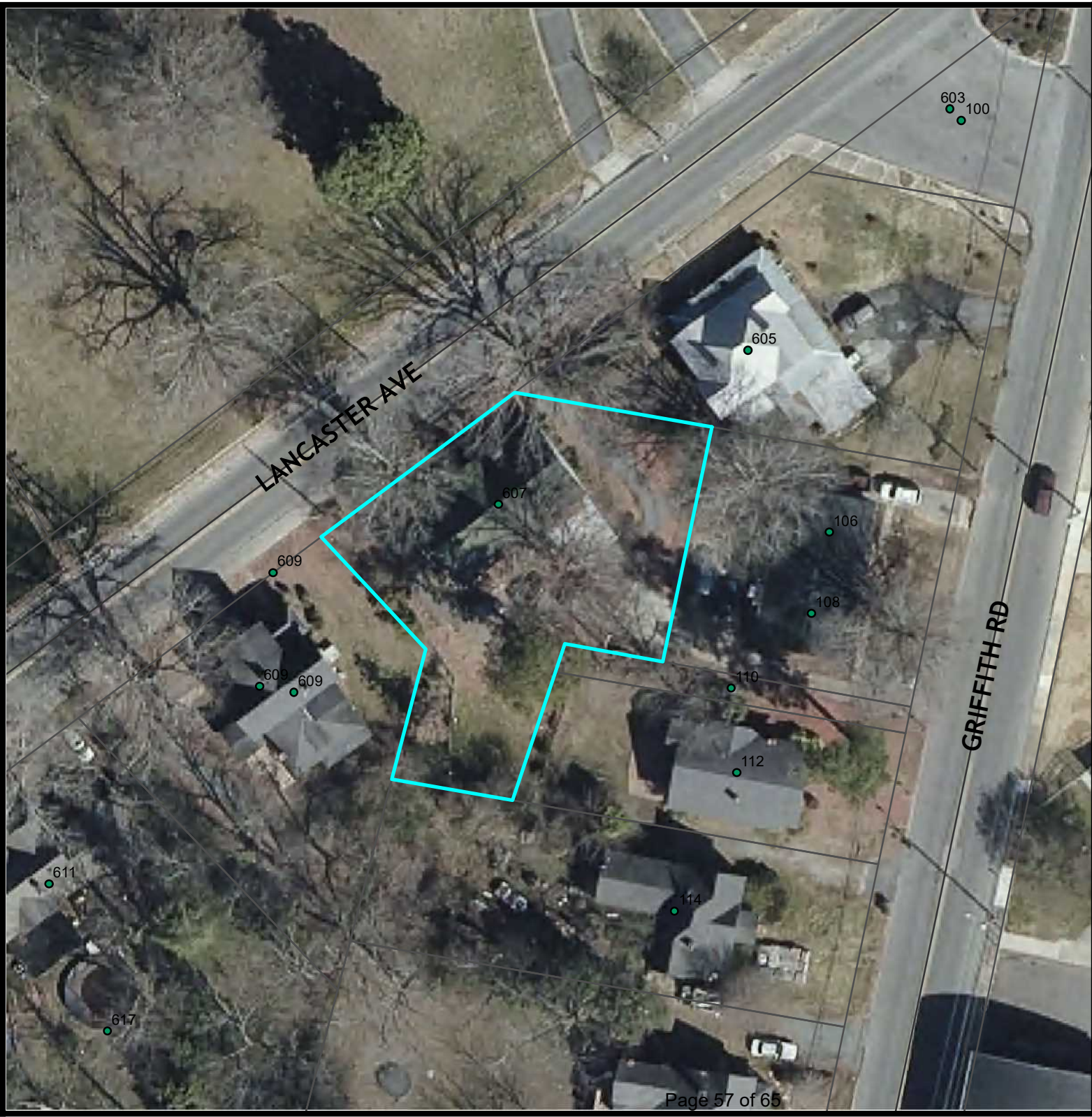
1. Retain and preserve historic porches, entrances, balconies, and terraces and their decorative and functional features that are important in defining the historic character of a district building — such as columns, pilasters, balustrades, brackets, latticework, soffits, and tongue-and-groove flooring— as well as their finishes.
2. If replacement of an entire porch, entrance or balcony feature is necessary due to deterioration, replace it in kind, matching the original in design, dimension, detail, texture, color, and material. Consider compatible substitute materials only if using the original material is not feasible.

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. Existing/Proposed Columns
6. Existing/Proposed Shutters
7. Existing/Proposed Columns
8. APO List
9. APO Map

Prepared by: KM 2-23-21



Ortho Map

PLHR-2021-00027

Legend

-  Centerlines
-  Parcels

Existing: R-10
(Single-Family High Density)

Owner: Devore Estates, LLC

Acres: .29



0 40 80
 Feet

Zoning Map

PLHR-2021-00027

Legend

— Centerlines

▭ Parcels

Zoning Districts

Code

▭ R-10

▭ OT

Existing: R-10
(Single-Family High Density)

Owner: Devore Estates, LLC

Acres: .29



0 40 80
Feet

LANCASTER AVE

GRIFFITH RD

Historic District Map

PLHR-2021-00027

Legend

- Centerlines
- Parcels
- Historic District

**Existing: R-10
(Single-Family High Density)**

Owner: Devore Estates, LLC

Acres: .29



0 40 80
Feet

LANCASTER AVE

GRIFFITH RD



HISTORIC DISTRICT COMMISSION
APPLICATION FOR REVIEW

FOR STAFF USE ONLY

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

1. Property location: 607 Lancaster Ave
Applicant's name: Stavan, Allison DeVora
Applicant's address: 2649 Rolling Hills Drive
Applicant's telephone number: 980-200-5536
Applicant's email address: revision.properties@yahoo.com
Applicant's FAX number: _____
Property Tax Identification number: _____ - _____ - _____
2. The property is owned by (if different from above) Devora Estates LLC
Address: 2649 Rolling Hills Drive Telephone: 980-200-5536
3. The following Certificate of Appropriateness is requested for: _____
Please provide a brief description of the project
50 - Replacing the front porch and side porch with cedar and stone tile
- Replacing window shutters with cedar - currently PVC material
- Repair / replace - (or) wrap existing columns with cedar -
- Repair / replace damaged front porch tile with natural stone tile
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).

Stavan DeVora

Applicant- Printed

[Signature]
Applicant- Signed

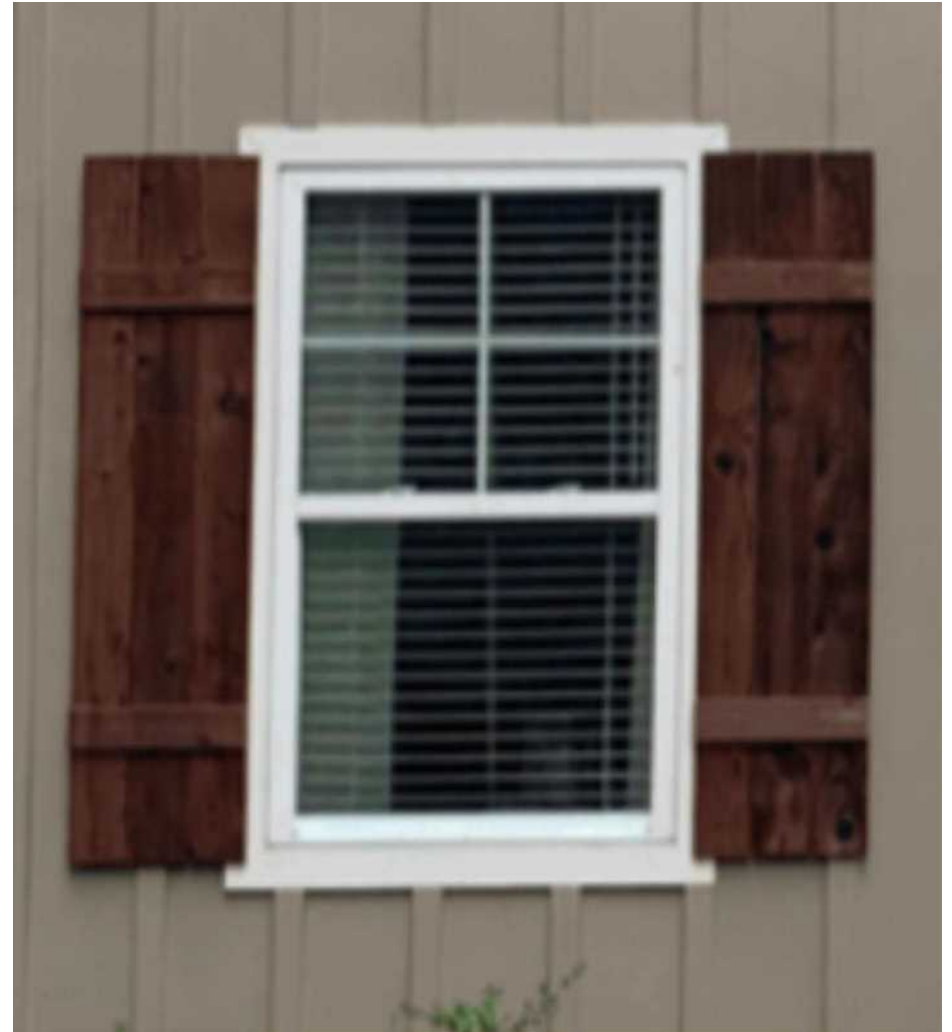
2/3/21

Date Submitted

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

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



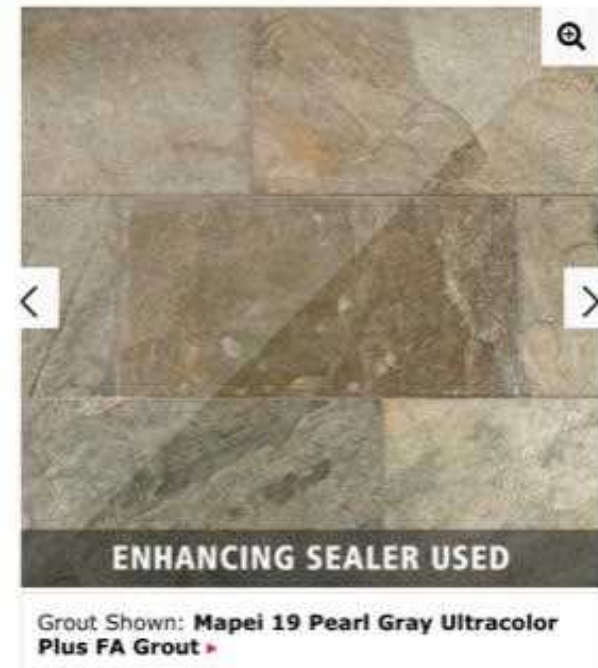




Platinum Gray Natural Slate Tile

Size: 12 x 24 | SKU: 100083807

\$2.99 /sqft \$29.90 / box



09235117
HENDERSON KATHY G
714 SADDLEBROOK DR
MONROE NC 28110

09235121
INGE ZACHARY ALLAN
INGE ABIGAIL PAIGE
1418 CROWN FOREST LN
MONROE NC 28112

09235179
SMITH RAYMOND G
5924 GILBOA RD
MARSHVILLE NC 28103

09235115
CITY OF MONROE
PO BOX 69
MONROE NC 281110069

09235120A
DUNCAN MICHELLE I
DUNCAN STEVEN D
611 LANCASTER AVE
MONROE NC 28112

09235118
ADKINS PERRY E
112 GRIFFITH RD
MONROE NC 28112

09235122
FYR SFR BORROWER LLC
3505 KOGER BLVD STE 400
DULUTH GA 30096

09235116
TOMS TEDDY W
605 LANCASTER AVE
MONROE NC 28112

09235123A
102 CHARLESTON ST LLC
1207 KESWICK PL
MONROE NC 28112

09235120
BARRINGER & SMITH RENTALS LLC
1341 EAST MOREHEAD ST STE 202
CHARLOTTE NC 28204

09235123
SOON HERALD SOO HONG
14300 CERVANTES AVE
GERMANTOWN MD 20874

09235178A
HALL WILLIAM W
608 LANCASTER AVE
MONROE NC 28112

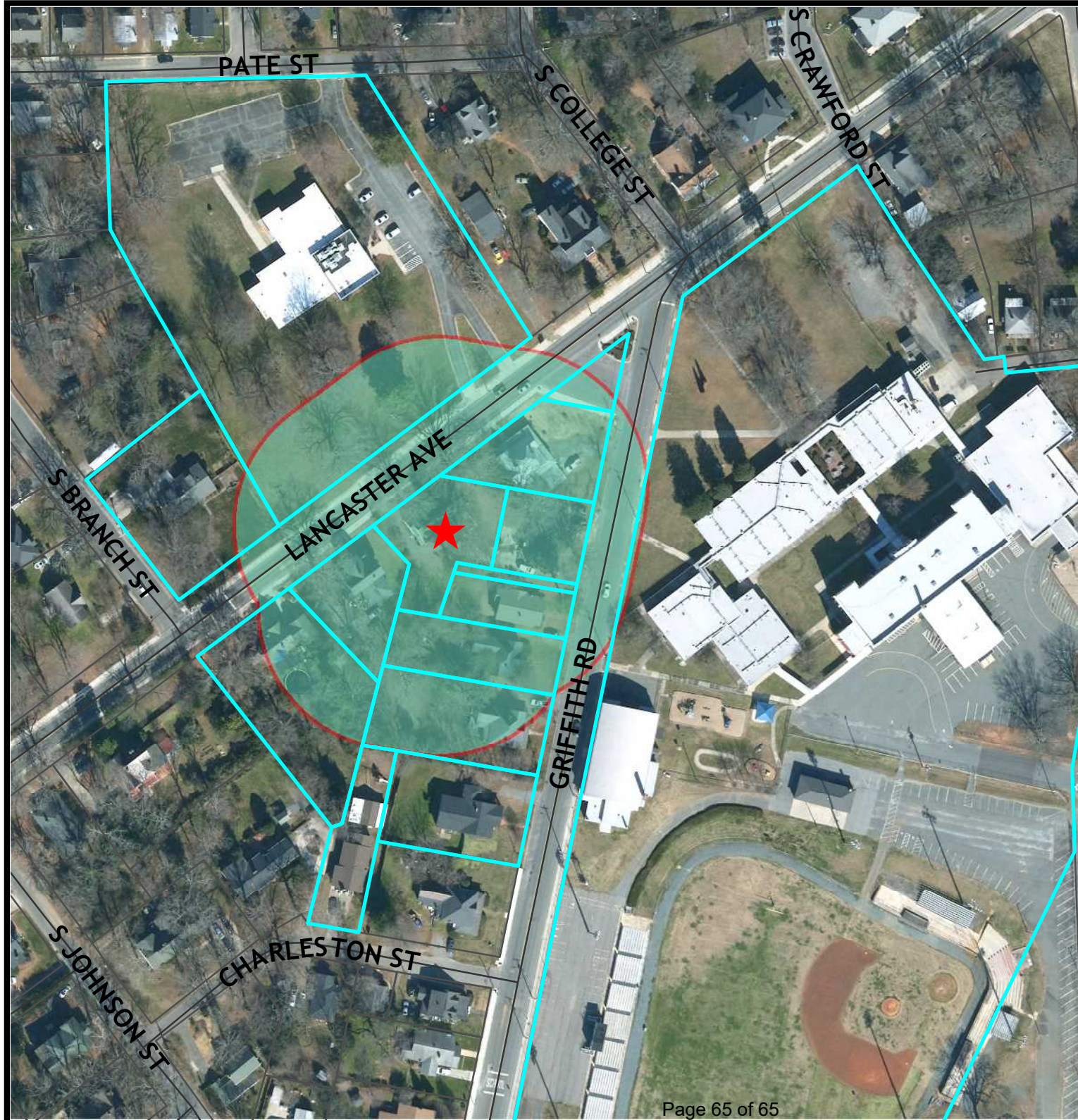
09235114
MONROE CITY BOARD OF
EDUCATION
500 N MAIN ST
MONROE NC 28110

09235118A
HANCOTH JEAN H
2260 COCONUT LN
MERRITT ISLAND FL 329522000

09235119
DEVORE ESTATES LLC
2649 ROLLING HILLS DR
MONROE NC 28110

**HISTORIC DISTRICT COMMISSION
MEETING OF MARCH 8, 2021**

607 Lancaster Avenue



APO Map

607 Lancaster Ave.

Legend

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

