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Historic Preservation Commission

A G E N D A

Tuesday, July 24, 2018, 6:00 PM
City Council Chambers

200 West Fifth Street
Greenville, NC 27835

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- I. Call to Order
 - II. Roll Call
 - III. Additions/Deletions to Agenda
 - IV. Approval of Meeting Minutes: June 26, 2018
 - V. Old Business
 1. COA 2018-0009: 601 East 5th Street
Applicant: William Bagnell/East Carolina University
Project: A modification to the wall of a previously approved accessible ramp at the rear of the structure
 2. COA 2016-0004: 601 East 5th Street
Project: Previously approved demolition of garage to commence
 - VI. New Business
 1. Major Works COA's
 - 2018-0017: 803 E 5th Street, College View Historic District, Contributing
Applicant: Kelly Schillig with CSL Management
Project: The renovation of a carriage house
 2. Staff Report: Minor Works COAs
 - 2018-0014: 508 W 5th Street, Local Landmark
Project: Remove and replace a diseased tree
 - 2018-0015: 801 E 5th Street, College View Historic District, Contributing
Project: Remove/replace damaged stone tiles within walkway
 - 2018-0016: 508 W 5th Street, Local Landmark
Project: Replace rot damaged wood
 - VII. Public Comment Period – Refer to page 2 of agenda for public comment guidelines
 - VIII. Committee Reports
 1. Design Review Committee
 2. Publicity Committee
 3. Selection Committee
 - IX. Announcements / Other
 - X. Adjournment

Public Comment Period Guidelines

1. **An individual wishing to address the Commission during the Public Comment Period shall register with the Secretary of the Commission prior to the opening of the meeting by signing his or her name, address and short description of his or her topic on a sign-up sheet provided by the Secretary to the Commission.**
2. The Public Comment Period shall not exceed a total of thirty minutes, unless the Commission, by majority vote, extends this limit.
3. Each individual will be allowed no more than three minutes for comments, unless the Commission, by a majority vote, extends this time.
4. Any item which is the subject of a public hearing conducted at the same meeting shall not be discussed during the Public Comment Period.
5. If the thirty minutes allocated to the Public Comment Period has not expired after the individuals who have registered have spoken, individuals who have failed to register before the meeting may speak during this comment period and will speak following those who have registered in advance. If time remains the Chair will ask if any other individuals desire to address the Commission during this comment period. An individual wishing to speak shall raise his or her hand to ask to be recognized by the Chair. After being recognized by the Chair, the individual shall state his or her name, address and the topic to be addressed. If permitted to speak, the individual shall limit his or her comments to the same three minutes limit.
6. The Chair shall act as official timekeeper. When an individual has thirty seconds left in their time to speak, the Chair will state "Thirty Seconds." The individual will need to bring their comments to a close. When time expires, the Chair will announce "Time Up." At that point, the individual must stop talking and return to their seat or leave the meeting room. No additional comments will be permitted or accepted once time has expired.
7. No action will be taken on matters raised during the Public Comment Period. If matters discussed require action by the Commission, the Chair will request staff to review and provide a recommendation at the next meeting.

DRAFT MINUTES PROPOSED FOR ADOPTION BY THE GREENVILLE HISTORIC PRESERVATION COMMISSION

June 26, 2018

The Greenville Historic Preservation Commission held a meeting on the above date at 6:00 p.m. in Council Chambers of City Hall located at 200 West Fifth Street.

COMMISSION MEMBERS PRESENT:

Candace Pearce – Chairwoman *	Justin Edwards X
Myron Caspar *	Chris Nunnally *
Mary Ellen Cole *	Bernard Schulz *
Jeremy Jordan *	Jordan Koonts *
Blake Belch *	Roger Kammerer *

The members present were denoted by an “*” and those absent by an “X”.

STAFF MEMBERS PRESENT:

Thomas Weitnauer, Chief Planner; Domini Cunningham, Planner II; Gwendolyn Turnage, Administrative Assistant; Corinne Becker, Secretary

OTHERS PRESENT:

Donald Phillips, Assistant City Attorney; and Kelvin Thomas, Communications Technician

ADDITIONS/DELETIONS TO AGENDA:

Ms. Cole asked that the letter from the State Historic Preservation Office, dated May 21, 2018, be added to the record since with no meeting in May, it is currently not on the record. A copy of the letter was handed out.

Ms. Cole made a motion that the above referenced letter be added to the file. Mr. Nunnally seconded. The motion passed unanimously.

Attorney Phillips advised that it be added to the agenda and discussed at that point. He then added that it will be ok to add it to the file as the motion did.

MINUTES:

Motion was made by Ms. Cole to approve the April 24, 2018 minutes as presented. Mr. Jordan seconded. The motion passed unanimously.

SWEARING IN:

Chairwoman Pearce asked that anyone wishing to speak on any item on the agenda tonight, come forward so that Gwen Turnage could swear them in. Ms. Turnage swore in staff and all of those speaking at this meeting.

Attorney Phillips stated pursuant to North Carolina General Statute 168-388 and Section 4-H of the Historic Preservation Commission Rules of Procedure:

Conflict of Interest. No member of the Historic Preservation Commission shall participate in either the discussion or vote on any certificate of appropriateness in any manner that would violate the affected persons' constitutional right to a fair and impartial decision maker. Prohibited conflicts include but are not limited to a member having a fixed opinion prior to hearing the matter and not willing to consider changing his or her mind; undisclosed ex parte communications with the person before the Commission, any witnesses, staff or other Commission members; a close familial, business or other associational relationship with the affected person; or a financial interest in the outcome of the matter before the board. On any other matter before the Commission where such decision by the Commission shall be in an advisory capacity only, no member shall participate in the discussion or vote on such advisory matters where the outcome on the matter being considered is reasonable likely to have a direct, substantial, and readily identifiable financial impact on the member. Decisions on either a request for recusal by a member or objections by a person appearing before the board shall be decided by a simple majority vote. A member so disqualified will not be counted or included in the count to determine the appropriate voting majority for the issue before the Commission and will not negate a quorum of the Commission.

If a Commission member has had an ex parte communication that also needs to be disclosed at this time.

As a reminder, please keep in mind as members of the Commission, conversations among yourselves during the discussion periods of this meeting and your Committee meetings are not ex parte communications.

OLD BUSINESS

1 Review ECU's Landscape Plan for the area where homes were demolished

May 21, 2018 letter from SHPO was added to record. Landscape plan was received from ECU. Mr. Weitnauer stated that good photos were obtained in May to document the structures.

Mr. William Bagnell stated that the landscape plan was drawn by their landscape architect, John Gill. He pointed out the existing trees and showed that they're adding new 2" trees along with some smaller shrubs. All are naturally occurring materials within the region except for the triple-leaf plum, which is being used to hide some of the bamboo.

Mr. Schulz commented that he'd seen sod was put down and that it looked nice.

2 FIG 2917-0017: 401 Evans Street

Chairwoman Pearce recused herself.

Mr. Schulz made a motion to allow her to recuse herself. Mr. Caspar asked if it was required for Chairwoman Pearce to tell why she was recusing herself. Attorney Phillips said this is not required. Ms. Cole seconded the motion. It passed unanimously.

Mr. Weitnauer referenced the FIGs previously received by Tony Khoury and Morris Moyer and explained that the plan is changing to revise the north side entrance and showed new plan. The original door was too narrow to meet code, so a full door had to be installed. New windows were added where previous windows had been bricked in. Framing and brick was added so that everything would line up. Brick is now eight bricks high rather than five. Photos of what he described were shown. An encroachment agreement was received from the City Council and the matter is now back for design approval. He showed canopy sketch with notes from the DRC.

Recommendations:

Design Review Committee: Recommends approval of the revised design of the 4th Street entrance. The committee and applicants discussed ideas for the design that varied from the applicants' proposed design. The applicants decided to revise their design as recommended by the DRC.

Staff: Recommends approval of the revised design of the 4th Street entrance.

Mr. Weitnauer asked Mr. Kammerer to summarize the DRC discussion since Ms. Pearce was recused.

Mr. Kammerer stated he did not know about the brick changes other than the slight change in brick color and mortar joints that had been discussed. He stated that he didn't want anything to impact the landmark designation of the property.

Mr. Jordan noted that Mr. Reid Thomas of SHPO did not see this modification as a concern according to his June 22, 2018 email.

Mr. Kammerer said he didn't want a door that was too decorative to impact the landmark designation.

Mr. Khoury introduced Mr. Moyer and stated that they are very appreciative of the grants and welcomes all input. An independent pharmacy is going in downstairs and will be named after the local Globe hardware store. He explained that the door had to be reconstructed due to rot and that Mr. Reid Thomas, whom they met with, said it will not hurt the landmark designation, particularly since it's not on a prominent street. Mr. Thomas felt the mortar joints were strong enough and didn't need to be repointed. Mr. Khoury and his wife plan to live on the second floor and the proposed canopy will cover most of the brick. They want to move in by mid-August. The pharmacy wants to change

the front façade so they want to come back at a later date to show that proposal. They looked at some old pictures and would like to do something similar. They'd like to strip and repaint the north face and change the color slightly. All this has been discussed with the DRC.

Mr. Kammerer stated that if Mr. Thomas approved the modifications, the HPC should be able to but he wants to be sure they keep the flavor of the building.

Mr. Khoury said he'd love to have any or all members of the HPC walk the site with them, because they would welcome any input. They're eager to do what is recommended.

Ms. Cole asked when the pharmacy would be moving in. Mr. Moyer said they're awaiting approval of the pharmacy board and are hoping around October. They've signed a lease and are paying a small amount while renovations are underway. They're working on inside plans.

Mr. Nunnally made a motion to accept staff recommendation of approval of revised design even if not original pursuant to Chapter 6, noting that since historic plan wouldn't conform to modern code it would have been impossible. Mr. Caspar seconded the motion. It passed unanimously.

3 Review updated survey for White's Theater – Local Landmark: 110 W. 5th St.

Mr. Weitnauer explained that this is an update on what the property owner has been doing in the past 1- 1½ years, since requesting this property be designated as a local landmark. The project has been taken over by Community Smith. It will be used for live theatre presentations once completed. The HPC could approve that it be submitted to the state for review as a local landmark tonight. It could then come back for joint or separate public hearings before the HPC and City Council.

Holton Wilkerson, president of Community Smith, said he is excited to restore this theatre and it is an honor to add it to his portfolio of projects. He is working hard to meet standards. In September 2016 they entered into a purchase agreement with the Redevelopment Commission and the City Of Greenville. They've been working hard to adhere to obligations associated with state and federal tax credits they've applied for.

Chairwoman Pearce explained that the next step in the process is for the HPC to approve that the project be sent to the state for approval.

Ms. Cole made reference to the last survey done in 2008 and questioned whether an updated survey should be conducted. Some things have changed such as \$101,000 appraised value at that time versus the current appraised value of \$280,000. The

Redevelopment Commission made note of the sale of the property, but this packet doesn't reflect that. Do we need an updated survey before we move forward?

Chairwoman Pearce said an updated survey would come from the SHPO in Raleigh. Ms. Cole said she thought the existing survey had come from Greenville.

Mr. Weitnauer said it was not prepared by Collette but may have come from the city and stated he will work with Mr. Wilkerson to cobble together an updated survey to send in. There are funds in the budget to write a survey and can hire a consultant if needed.

Ms. Cole referenced the Daily Reflector 1930, 1960 and 1971 articles in the survey, and speculated that there are likely to be more recent articles as well.

Chairwoman Pearce asked Mr. Wilkerson if he was required to submit a survey to obtain tax credits. He stated he is not.

Ms. Cole said she'd like something more current before it goes to the state.

Chairwoman Pearce told Mr. Wilkerson he will not need to make another presentation before it's forwarded to the state. She then made a motion to hold this item until further documentation is obtained.

Attorney Phillips said under 168-400.5 "it must be deemed and found by the Preservation Commission to be of special significance in terms of its historical, prehistorical, architectural or cultural importance and to possess integrity of design, setting, workmanship, materials, feeling and or association". Finding will have to be made by commission at some point, preferably before process gets started.

Attorney Phillips clarified that the HPC could make a motion to deem and find that this property is found to be of special significance in terms of its historical, prehistorical, architectural or cultural importance and to possess integrity of design, setting, workmanship, materials, feeling and or association.

Mr. Schulz moved to make such a motion. Mr. Kammerer seconded the motion. It passed unanimously.

NEW BUSINESS

Minor Works COA

2018-0010: 801/803 E. 4th St., College View Historic District, Contributing
Project: Repair & re-paint rotten wood.

Mr. Weitnauer said previous paint has been scraped off and the buildings will be repainted in the same colors.

Major Works COAs

2018-0011: 402 S. Jarvis St., College View Historic District, Contributing

Applicant: Michael Voors, Owner

Project: Fence installation to complete gap left after the demolition of a neighboring property.

Mr. Weitnauer stated the project is to install fence to complete a 20' gap left after the demolition of a shed that straddled the property line. Applicant wants to fill it in with the same wood as existing wood, same design and color. The fence is in the rear yard where six foot high fences are allowed as proposed.

Design Guidelines: (shortened to include only those that apply):

4 Fences and Walls 87-89

7. If a new fence or wall is to be constructed, the design must be based on accurate documentation of a historic fence or wall, or must be a new design compatible with the historic character of the building and the district.

9. Generally, new fences or walls should be constructed to follow property lines and not to abut existing structures.

12. Rear yard fences shall not exceed six (6) feet in height and may not extend forward of the rear wall of the structure.

Recommendations:

Design Review Committee:

Recommends approval.

Staff:

The application is congruent with applicable Design Guidelines. Recommends approval of this application based on DRC recommendations and alignment with Design Guidelines, Chapter 4, guideline numbers 7, 9 and 12.

Michael Voors said he'd just like to move forward.

Mr. Caspar asked why this wasn't handled as a Minor Works COA. Chairwoman Pearce stated that she and Mr. Weitnauer felt it best if this come before the Commission and the public, because Mr. Voors would not be building a compliant fence since it's only a 20' gap created by the shed ECU removed and his existing fence is not compliant. This way it wasn't only decided by staff and the HPC and public would be made aware of the project.

Attorney Phillips clarified that without anyone there to speak in opposition it would be up to anyone from the Commission, the city or state to speak, which there weren't.

Mr. Kammerer made a motion to approve. Mr. Nunnally seconded the motion. It passed unanimously.

Attorney Phillips added that it must be stated that this is congruent with the guidelines. Chairwoman Pearce moved to accept the findings as fact as presented by staff as being congruent with the guidelines. Mr. Nunnally seconded the motion. It passed unanimously.

Chairwoman Pearce made a motion to approve this COA application 2018-001. Ms. Cole seconded. It passed unanimously.

2018-0012: 1301 E. 5th St., College View Historic District, Contributing
Applicant: Kevin C. Wiggins
Owner: Shallow Walk, LLC
Project: Construct an addition to the rear of the house

Mr. Weitnauer described the proposal to put a sloped roof over the existing flat roof to stop water from leaking into the house. He noted that there was a COA #03-06 issued in October, 2013 to apply a rubber membrane to the same wing of the house.

Design Guidelines: (shortened to include only those that apply):

- 2 Roofs 20-21
1. The original shape, line, pitch, and overhang of historic roofs must be retained.
2. All architectural features that are character-defining elements of the roof, such as cupolas, chimneys, donners, cornices, brackets, and turrets must be preserved and retained.
4. Roofing systems should be protected in appropriate ways:
 - Repair leaks promptly to limit related damage to the roof and building.
 - Provide temporary protection to a leaking roof before repairs.
8. New roof features, such as skylights and dormers must be installed on a discrete slope of the roof hidden from the public in a manner that avoids loss or damage to historic features and minimizes the impact on the historic character of the property.

Recommendations:

Design Review Committee:

Recommends approval.

Staff:

The application is congruent with applicable Design Guidelines # 4 and 8. Although it is not congruent with guideline #1, the flat roof system is continuing to fail. Repairing and modifying the roof complies with guideline #4 to help preserve the structure. Recommends approval of this application based on the recommendations made by the DRC and alignment with Design Guidelines, Chapter 2, guideline #4 and 8. Recommends the allowance of using Hardi-board for the siding of the wedge-shaped side of the sloped roof addition above the original flat roof.

Frank Cassiano stated that since speaking to the inspector and State Historic Preservation Office staff, he is proposing an alternate plan for the roof. He noted that there are four different rooflines on the property. An existing A-frame is only 5.5' from the area in need of a new roof. The old proposal would require bracing and a window would be right at the roof edge, the depth of which would interfere with the slope. The window wouldn't be an issue with an A-frame. He showed a sample of plank siding that he's using that will match existing siding, and said siding will only be needed in the triangle of an A-frame rather than both sides of a shed roof. Contractor says he can do A-frame or shed roof but A-frame is faster and easier. He will use two layers of felt paper and rolled roofing.

Ms. Cole asked if the roof will match the A-frame on back entrance and the answer was yes. Ms. Cole also asked if there will be gutters and whether the window ac unit would be covered. There will be a long gutter across roof above and ac's will be covered by overhang.

Mr. Cassiano asked if he could put a window in the wall under the roof.

Chairwoman Pearce said if one was proposed the HPC could consider it.

Chairwoman Pearce stated that due to structural span problems Mr. Cassiano is required to change the plan from a shed roof to a gabled roof, which will be more in keeping with the back of the house and believes he should still receive approval of staff's recommendations.

Chairwoman Pearce moved to approve staff's recommendations and the findings are in congruence with our guidelines. Mr. Koontz seconded. The motion passed unanimously.

Chairwoman Pearce moved to approve the COA 2018-0012 with the modification of the proposed A-frame roof line. Mr. Nunnally seconded. The motion passed unanimously.

2018-0013: 402 S. Library St., College View Historic District, Contributing
Applicant: Kevin C. Wiggins
Owner: Shallow Walk, LLC
Project: Construct an addition to the rear of the house

Mr. Domini Cunningham introduced himself as the new Historic Preservation Planner and staff liaison. He then summarized the bathroom and bedroom addition proposed for the rear of the house and delineated the property with pictures. He believes siding was added prior to establishment of Historic District. This c. 1940 house is a nondescript example of the type of immediate pre-WWII housing built in the district, this one-story house has both brick and weatherboard siding. A chimney articulates the three bay front façade. A small gable-roof wing projects from the left side of the front façade while a shallow appendage is located on the north elevation.

Design Guidelines:

1. Additions must be constructed so that there is the least possible loss of historic fabric. Character-defining features of the historic building must not be obscured, damaged, or destroyed.
2. The size and the scale of additions must be limited so that they do not visually overpower historic buildings.
3. Additions must be located as inconspicuously as possible, on the rear or least character defining elevation of historic buildings.
4. Additions must be designed so that they are differentiated from the historic building. It is not appropriate to duplicate the form, the material, the style, and the detail of the historic building so closely that the integrity of the original building is lost, confused or compromised.
5. Additions must be designed so that they are compatible with the historic building in mass, materials, color, and proportion and spacing of windows and doors. Either reference design motifs from the historic building, or introduce a contemporary design that is compatible with the historic building.
6. For the predominant material of the addition, a material that is visually compatible with the historic materials of the original building, such as brick, stone, stucco, or wooden siding, must be used. Imitation masonry, vinyl and aluminum sidings are prohibited, but fiber cement or other composite siding may be considered.
7. The roof form must be compatible with the historic building and consistent with contributing roof forms in the historic district.
8. The foundation height and the eave lines of additions to residential structures must generally align with those of the historic building.
9. Additions must be designed and installed to minimize damage to the historic fabric and make future removal possible.
10. Additions to residential structures must not be taller than the original building.

Recommendations:**Design Review Committee:**

Recommends that the applicant use wood for the siding with same reveal as the vinyl on the existing home, use hardie plank to trim the corners where the new wood siding meets the existing vinyl siding, slightly increase the overhang of the roof at the addition, and reuse one of the existing windows if wood is used to trim the windows. Approval is recommended with these modifications.

Staff:

Recommends approval of this application based on the recommendations made by the DRC and alignment with the design guidelines.

Chairwoman Pearce stated that this is the dream of the HPC – that someone will come in and make an appropriate addition to a house so that more people will move into the district.

Kevin Wiggins who has rental properties in the area, described how he's seeing more applications from young professionals moving into the neighborhood than students. The house currently has three bedrooms and one bath. One bedroom is very small and he plans to turn that bedroom into a hallway with a bathroom and add a larger bedroom and a bathroom. It will ultimately be a three bedroom, three bathroom house.

Ms. Cole asked about the timeframe. Mr. Wiggins said it will take about 1 ½ months, weather permitting.

Chairwoman Pearce opened the public comment period. There were no speakers and she closed the public comment period.

Chairwoman Pearce moved to accept the findings of fact and that they are congruent with guidelines. Mr. Belch seconded and the motion passed unanimously.

Chairwoman Pearce moved to approve COA 2018-0013. Ms. Cole seconded. The motions passed unanimously.

PUBLIC COMMENT PERIOD

Chairwoman Pearce opened the public comment period. No one spoke. Chairwoman Pearce closed the public comment period.

COMMITTEE REPORTS

Design Review: Chairwoman Pearce stated that the DRC report was incorporated with the staff report.

Publicity: Chairwoman Pearce stated the Publicity Committee was unable to meet due to too many things going on and not enough people to have a meeting

Selection: Chairwoman Pearce stated the Selection Committee was unable to meet due to too many things going on and not enough people to have a meeting.

ANNOUNCEMENTS/OTHER

Chairwoman Pearce said the HPC is happy to have Mr. Cunningham but will miss Mr. Weitnauer.

Ms. Cole commended Mr. Weitnauer, Attorney Phillips and Ms. Kinane when she was here on getting the updated FIGs before the City Council and getting them approved.

Chairwoman Pearce said there was a tremendous response to the reception in May and many people were there. She appreciates everyone's work. It was a demonstration of what the HPC can do and what they've done since 1988.

Mr. Caspar pointed out that there's a problem with the way the word "congruent" and "incongruent" are being used. Chairwoman Pearce speculated whether it might be better to use the word "compliance". Attorney Phillips explained that the use of "congruent" is a statutory requirement.

With no further discussion, Mr. Kammerer made a motion to adjourn, Mr. Caspar seconded, and it passed unanimously. The meeting adjourned at 7:10 pm.

Respectfully Submitted,

Thomas Weitnauer, Chief Planner
Interim Historic Preservation Planner

COA 18-0009; 601 E. Fifth Street

Request:	A modification of a previously approved accessible ramp at the rear of the structure.
Applicant:	William Bagnell/East Carolina University
Location:	601 East 5 th Street
Parcel Number:	26037
Historic Status:	College View Local Historic District; <i>Contributing</i>
Attachments:	<ol style="list-style-type: none">1. Original Staff Report2. Original Application Background3. Supplemental Materials

The Commission should consider this request based upon general conformance with the Design Guidelines.

Project Update This application was previously submitted and presented during the April 24, 2018 Historic Preservation meeting. The applicant now wishes to make a modification to the accessible ramp at the rear of the structure with approval from the North Carolina State Historic Preservation Office.



Find yourself in good company

**STAFF REPORT
HISTORIC PRESERVATION COMMISSION
April 17, 2018**

Certificate of Appropriateness (COA) #18-0009

Date of Hearing: April 24, 2018
Applicant: William Bagnell/East Carolina University
Address: 601 East 5th Street (NR #183)
Historic Status: *Contributing* property in the College View Historic District

Request: **The applicant proposes to:**

- 1. Replace the existing windows;**
- 2. Add an accessible ramp at the rear of the structure;**
- 3. Modify a portion of a roofline at the rear of the structure with support columns; and**
- 4. Add a masonry wall adjacent to the proposed accessible ramp.**

(See attached application, project description, and photographs.)

Background:

The Proctor-Yongue House, built in the Colonial Revival style in 1917, is said to have been a wedding present to Mr. and Mrs. J. Knott Proctor, who owned the Chevrolet dealership in the 1920s. The Proctors occupied the house until 1965, when they sold it to Dr. Alfred H. Yongue. The two-storey frame house is five bays wide and three rooms deep. A central cross gable interruption highlights the façade and accents the hipped roof. Another gable accents a two-storey, three-sided bay at the west elevation. The front façade is dominated by a hip-roof wrap-around porch with square tapered post-on-pier supports and a plain square balustrade. A shed and a hipped-roof, one-storey kitchen ell are located in the rear. Consistent with other larger residences on East 5th Street, the interior of the house has nicely fashioned mantelpieces, door and window surrounds, and a center hall stair. The broad trabeated door, with its latticed transom, and the stained glass window in the dining room are features more typical of turn-of-the-century Victorian construction than 1920s construction. A period garage is located at the rear of the house. Original double-leaf garage doors remained on one portal. The garage is covered with weatherboard siding and has a small shed addition to the south elevation.

Application Action History:

On May 20, 2015, East Carolina University submitted five (5) Certificate of Appropriateness applications for the demolition/relocation of 601 East Fifth Street, 405 South Summit Street, 407 South Summit Street, 409-11 South Summit Street, and 404 South Jarvis Street. The applications indicated that the university would utilize the 365-day delay of demolition, allowed through Chapter 7, Section 9-7-17 (A) of the zoning ordinance, to search for prospective buyers interested in relocating the properties as a demolition alternative. Notifications were posted and mailed to adjacent property owners for a hearing that was to be held at the June 23, 2015 meeting of the Historic Preservation Commission.

On June 22, 2015, staff was notified by the Environmental Review department of the State Historic Preservation Office (SHPO) that the state required ECU to withdraw the applications in order to maintain compliance with NCGS 121-12 (which establishes a procedure for the review of state undertakings that affect historic properties) and to continue with the state review process. ECU agreed to withdraw the applications and resubmit in May 2016.

On May 26, 2016, ECU resubmitted their COA applications and, on June 28, 2016, the Historic Preservation Commission heard the 5 demolition/relocation requests (application numbers 2016-04; 2016-05; 2016-06; 2016-07; 2016-08). Per state statute, the applications were approved with the 365-day delay. The delay of action until June 28, 2017 would provide opportunity for advertisement, mediation, and options for an alternative design solution. During the meeting, Mr. Scott Buck (Associate Vice Chancellor for Business Services) stated that if rezoning were possible (from R6S, single family residential, to OR, office-residential) the university would seek to retain the Proctor-Yongue House, 601 E. Fifth, and restore and convert it to university offices.

On October 26, 2016, ECU applied for a waiver of the demolition delay (COA #2016-15) to expedite the addition and alteration scheduled to occur at 605 East Fifth Street (the Dail House). Per representatives of ECU, the demolition delay complicated the transfer of ownership from the ECU Real Estate Foundation (the property owner) to ECU. With the delay in place, ECU could not transfer ownership, could not advertise the properties, nor follow through to find potential buyers for relocation. Additionally, ECU volunteered conditions to the waiver to include: a 3-stage bidding process (two bids for relocation and one final bid for relocation OR demolition), publication and advertisement of these properties, and the withdrawal of the current COA #2016-04: demolition or relocation of 601 E. 5th Street, Proctor-Young House, and ensured that a renovation process will move forward for the property. At the November 14, 2016 meeting of the HPC, the waiver of demolition delay was approved. At the same meeting, Mr. Albrecht McLawhorn (MHAworks Architecture) and Mr. Bill Bagnell (ECU Associate Vice Chancellor of Campus Operations) presented a concept review of the proposed plans for the Dail House and surrounding property.

The rezoning request for 601 East Fifth Street was unanimously approved by the Planning and Zoning Commission on December 20, 2016 and was approved by City Council on January 12, 2017.

Following the June 2016 meeting of the HPC, City of Greenville Staff, Maggie Gregg (Preservation North Carolina), representatives from the State Historic Preservation Office, and representatives from ECU have met several times to discuss the bidding process, documentation of the structures, and the potential renovations to the Dail House. The first bid for relocation was posted on state surplus with bids due October 5, 2017. No bids were received. The second bid for relocation was posted on state surplus with bids due November 9, 2017. Results unknown.

On March 27, 2018, Mr. Bill Bagnell (ECU Associate Vice Chancellor of Campus Operations) attended the monthly meeting of the Historic Preservation Commission and described the current status of the University's research of how the Proctor-Yongue House was envisioned to be used.

1. Replacement of Existing Windows

Considerations:

From the Design Guidelines, Chapter 2, Design Guidelines for Existing Buildings, Elements: Windows and Doors, Pages 34-36

1. Original windows, doors, and shutters must be retained and preserved. This includes all wood and metal sash, glass, and hardware.
2. Openings and details of windows and doors, such as trim, casings, lintels, sills, and thresholds must be retained and preserved.
3. Original windows, doors, shutters, storm sash and screens should be protected and maintained in appropriate ways:
 - Maintain a sound paint film on all wooden windows and doors.
 - Maintain caulking and glazing putty to prevent air or water infiltration around glass.
 - Weatherstrip windows and doors if appropriate to prevent moisture and air infiltration.
 - Check sills and thresholds to ensure that water runs off and does not collect.
 - Monitor the condition of wooden windows and doors. Keep hardware in operable condition.
 - Replace cracked glass with glass or same color, thickness, vintage and /or type of manufacture.
4. Original windows, doors, and associated elements should be repaired by dutchman repairs consolidating, or otherwise reinforcing deteriorated sections.
5. If replacement of a piece or a window or door element is necessary, only the deteriorated portion should be replaced while all else must be retained. The replacement section must match the original in size, scale, proportion, profile, materials, and detail.
6. If replacement of an entire door or window is required because of total loss or irreparable deterioration as determined by a preservation professional, the replacement must match the original exactly in profile, dimensions, and finish. Replacement of windows and doors with stock items that do not fill the original openings or duplicate the unit in size, material, and design is not permitted. Vinyl replacement windows are not permitted and snap-in muntins are not appropriate replacements for true divided-light window panes.

2. Add an Accessible Ramp at the Rear of the Structure

Considerations:

From the Design Guidelines, Chapter 2, Design Guidelines for Existing Buildings, Elements: Life Safety and Accessibility, Pages 71-72

1. Review proposed new uses for existing historic buildings to determine if related building code and accessibility require

2. Health and safety code and accessibility requirements must be met in ways that do not diminish the historic character features, materials, and details of the building
5. When introducing reversible features to assist people with disabilities, diminishment of the original design of the porch or the entrance and damage of historic materials or features must be avoided to every extent possible.
6. If possible, accessibility requirements should be complied with through portable or temporary ramp sore lips, rather than permanent ramps.

3. Modify a Portion of a Roofline at the Rear of the Structure with Support Columns

Considerations:

Regarding the Roof:

From the Design Guidelines, Chapter 2, Design Guidelines for Existing Buildings,
Elements: Roofs, Pages 20-21

1. The original shape, line, pitch, and overhang of historic roofs must be retained.
2. All architectural features that are character-defining elements of the roof, such as cupolas, chimneys, donnors, cornices, brackets, and turrets must be preserved and retained.
8. New roof features, such as skylights and dormers must be installed on a discrete slope of the roof hidden from the public in a manner that avoids loss or damage to historic features and minimizes the impact on the historic character of the property.

Regarding the Support Columns:

From the Design Guidelines, Chapter 2, Design Guidelines for Existing Buildings,
Elements: Additions, Pages 77-78

1. Additions must be constructed so that there is the least possible loss of historic fabric. Character-defining features of the historic building must not be obscured, damaged, or destroyed.
2. The size and the scale of additions must be limited so that they do not visually overpower historic buildings.
3. Additions must be located as inconspicuously as possible, on the rear or least character defining elevation of historic buildings.
4. Additions must be designed so that they are differentiated from the historic building. It is not appropriate to duplicate the form, the material, the style, and the detail of the historic building so closely that the integrity of the original building is lost, confused or compromised.
5. Additions must be designed so that they are compatible with the historic

building in mass, materials, color, and proportion and spacing of windows and doors. Either reference design motifs from the historic building, or introduce a contemporary design that is compatible with the historic building.

6. For the predominant material of the addition, a material that is visually compatible with the historic materials of the original building, such as brick, stone, stucco, or wooden siding, must be used. Imitation masonry, vinyl and aluminum sidings are prohibited, but fiber cement or other composite siding may be considered.
7. The roof form must be compatible with the historic building and consistent with contributing roof forms in the historic district.
8. The foundation height and the eave lines of additions to residential structures must generally align with those of the historic building.
9. Additions must be designed and installed to minimize damage to the historic fabric and make future removal possible.
10. Additions to residential structures must not be taller than the original building. Additions to commercial structures and/or structures located in predominately commercial districts may exceed this height limit.

4. Add a masonry wall adjacent to the proposed accessible ramp.

Considerations:

From the Design Guidelines, Chapter 4, Site Features and District Settings, Elements: Fences and Walls, Pages 88-89

7. If a new fence or wall is to be constructed, the design must be based on accurate documentation of a historic fence or wall, or must be a new design compatible with the historic character of the building or district.
9. Generally, new fences or walls should be constructed to follow property lines and not to abut existing structures.
17. Fences or walls may not be used to screen front yards. Privacy fences must be limited to side and rear yards. If possible use wooden privacy fences to screen parking areas, mechanical equipment, or other intrusive site features on residential properties. Relate privacy fences and walls for commercial buildings to the materials to the building or adjacent fences and walls.

Recommendations:

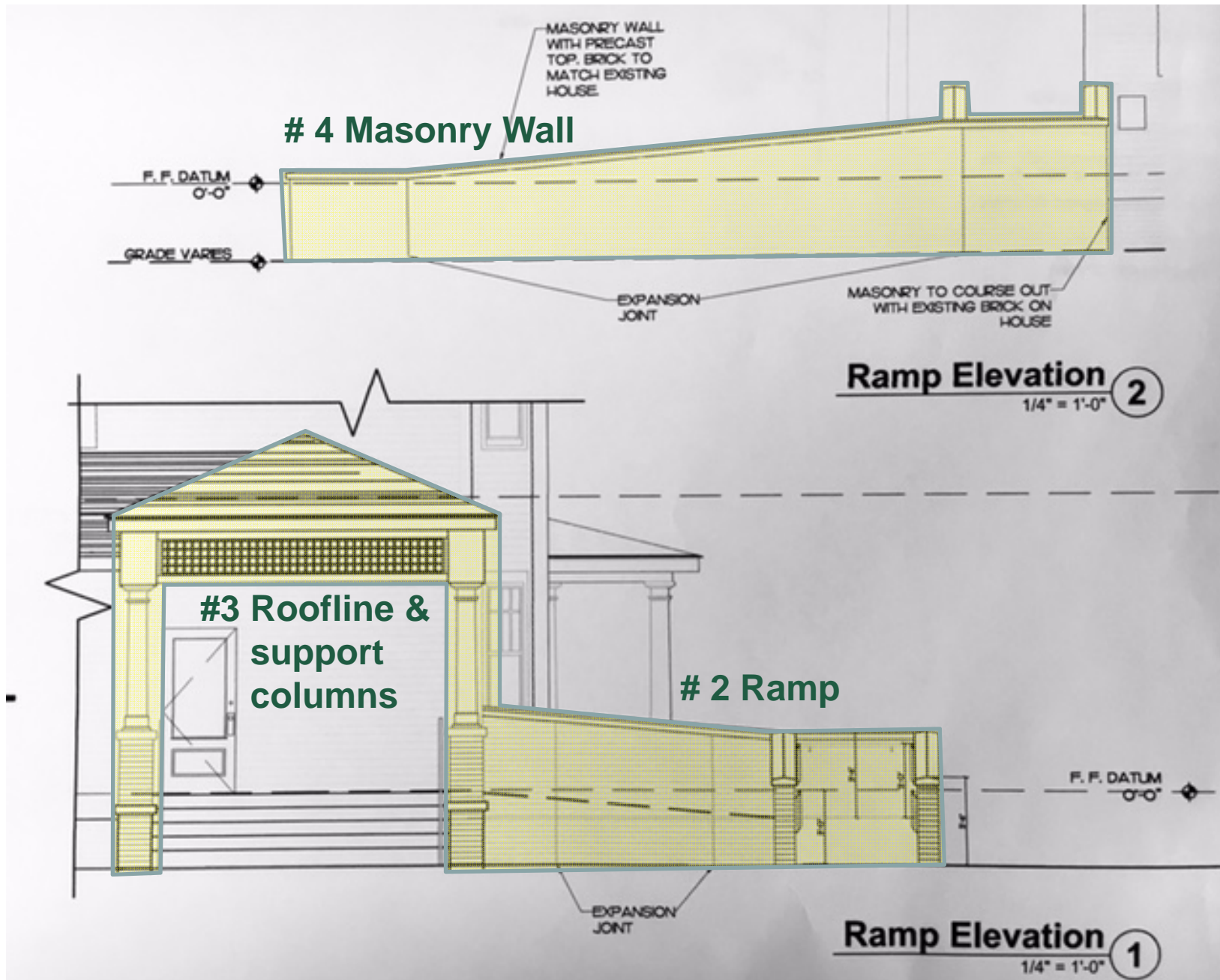
Staff Recommendations. Staff recommends the following to the Historic Preservation Commission (HPC):

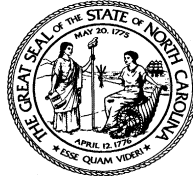
- 1. Replace the Existing Windows:** Approve the Certificate of Appropriateness as submitted as the proposed design is in compliance with the intent, relative to the specific physical deteriorated and hazardous conditions of the existing windows, of the City of Greenville's Design Guidelines, Chapter 2, Windows and Doors: Guidelines #1-6, pending approval by the SHPO.
- 2. Accessible Ramp.** Approve the Certificate of Appropriateness as submitted as the proposed design is in compliance with the City of Greenville's Design Guidelines, Chapter 2, Life Safety and Accessibility: Guidelines #1, 2, 5 and 6.
- 3. Modify a Portion of a Roofline at the Rear of the Structure with Support Column.** Approve the Certificate of Appropriateness as submitted as the proposed design is in compliance with the City of Greenville's Design Guidelines: Chapter 2, Roofs, Guidelines #1, 2, 5 and 8; and Additions, Guidelines, 1-10.
- 4. Add a Masonry Wall Adjacent to the Proposed Accessible Ramp.** Approve the Certificate of Appropriateness as submitted as the proposed design is in compliance with the City of Greenville's Design Guidelines, Chapter 4, Fences and Walls, Guidelines #7, 9, and 17.

Design Review Committee Recommendations. The Design Review Committee met on April 16, 2018 and agreed to recommend the following to the Commission:

- 1. Replace the Existing Windows.** The Design Review Committee agreed to recommend that the Commission approve the replacement windows with the condition that the proposed composite products are 80% wood, pending prior approval by the SHPO and viewing a window sample.
- 2. Accessible Ramp.** The Design Review Committee agreed to recommend that the Commission approve the staff recommendation.
- 3. Modify a Portion of a Roofline at the Rear of the Structure with Support Columns.** The Design Review Committee agreed to recommend that the Commission approve the staff recommendation.
- 4. Add a Masonry Wall Adjacent to the Proposed Accessible Ramp.** The Design Review Committee agreed to recommend that the Commission approve the staff recommendation.

Elevation presented during the April 24, 2018 HPC meeting.





North Carolina Department of Natural and Cultural Resources
State Historic Preservation Office

Ramona M. Bartos, Administrator

Governor Roy Cooper
Secretary Susi H. Hamilton

Office of Archives and History
Deputy Secretary Kevin Cherry

May 18, 2018

Ricky M. Hill
Director, Facilities Services, Main Campus
East Carolina University, Eppes Building 3
Greenville, NC

hillr@ecu.edu

RE: Proctor-Yongue House Repairs & Renovations, East Carolina University, Greenville,
Pitt County, GS 18-0691

Dear Mr. Hill:

We have reviewed the additional information submitted by Albi McLawhorn in his email dated May 14, 2018, concerning the historic windows and proposed masonry wall/ADA ramp at the Proctor-Yongue House. We also understand that you, Jeremy Russell, Albi McLawhorn, Amy Spruill, and Alexandria Gagliardo met with Reid Thomas and John Wood, restoration and preservation specialists in our Eastern Office, that morning to discuss the additional information and look at a sample of the proposed replacement window. Based on those discussions, window review, and revised plans, we offer the following comments.

Wood Windows: The historic windows in the Proctor-Yongue House are important character defining features and while we recommend repair of the existing, we understand the University's reasons for choosing a replacement alternative given the added cost of asbestos abatement. According to Mr. Thomas, the proposed composite window sample that he and Mr. Wood examined has the appearance of painted wood on the exterior face. He also noted that it is a clad window with wood on the inside and that the new windows will closely match the existing profiles and pane configuration of the historic windows. Ms. Spruill confirmed that the casings, surrounds, and sills will be repaired and remain in place.

Masonry Wall: We commend the architectural team for designing alternatives to the solid masonry wall presented in options one and two. Both options reduce the mass of the solid masonry wall. Option Two incorporates a pier and railing design similar to historic porch features on the Proctor-Yongue House and will not adversely affect the historic house or the College View National Register Historic District (PT0617) in which it is located.

These comments are made in accord with G.S. 121-12(a) and Executive Order XVI. If you have questions regarding them, please contact Renee Gledhill-Earley, environmental review coordinator, at 919-807-6579. In all future communication concerning this project, please cite the above-referenced tracking number.

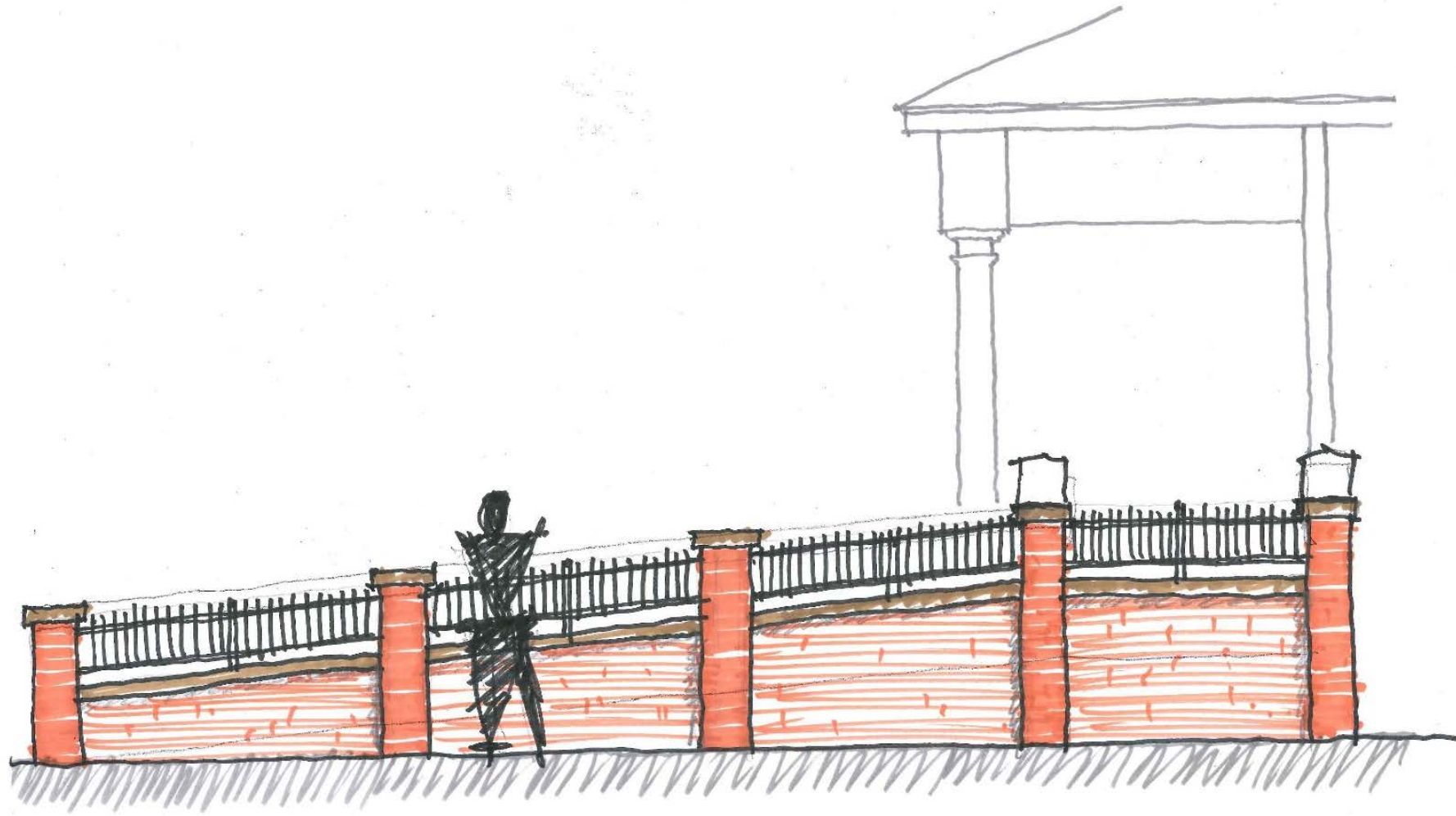
Sincerely,


Renee Gledhill-Earley
for
Ramona M. Bartos

cc: Albrecht N. McLawhorn
Bill Bagnell, ECU

AMclawhorn@mhaworks.com
Bagnellw@ecu.edu

Updated elevation.



OPTION TWO

COA 16-0004; 601 E. Fifth Street

Request: this is a notification that the previously approved demolition of garage is to commence

Applicant: Scott Buck /East Carolina University

Location: 601 East 5th Street

Parcel Number: 26037

Historic Status: College View Local Historic District; *Contributing*

Attachments:

1. Original Staff Report
2. Original Application Background
3. Supplemental Materials



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**STAFF REPORT
HISTORIC PRESERVATION COMMISSION
June 10, 2016**

Certificate of Appropriateness (COA) #16-04

Date of Hearing: June 28, 2016
Applicant: Scott Buck/East Carolina University
Address: 601 East 5th Street
Historic Status: *Contributing* property in the College View Historic District

Request: The applicant proposes the relocation or demolition of the above named property. (See attached application, project description, and photographs.)

Background:

The Proctor-Yongue House, built in the Colonial Revival style in 1917, is said to have been a wedding present to Mr. and Mrs. J. Knott Proctor, who owned the Chevrolet dealership in the 1920s. The Proctors occupied the house until 1965, when they sold it to Dr. Alfred H. Yongue. The two-storey frame house is five bays wide and three rooms deep. A central cross gable interruption highlights the façade and accents the hipped roof. Another gable accents a two-storey, three-sided bay at the west elevation. The front façade is dominated by a hip-roof wrap-around porch with square tapered post-on-pier supports and a plain square balustrade. A shed and a hipped-roof, one-storey kitchen ell are located in the rear. Consistent with other larger residences on East 5th Street, the interior of the house has nicely fashioned mantelpieces, door and window surrounds, and a center hall stair. The broad trabeated door, with its latticed transom, and the stained glass window in the dining room are features more typical of turn-of-the-century Victorian construction than 1920s construction.

A period garage is located at the rear of the house. Original double-leaf garage doors remained on one portal. The garage is covered with weatherboard siding and has a small shed addition to the south elevation.

Considerations:

East Carolina University plans to expand the property surrounding the Chancellor's House (603 E. 5th Street) to "improve the security surrounding the residence and to prepare for a future expansion of the residence and grounds to make the property more suitable for a Chancellor's residence." (Quoted from the COA application description.) According to a survey conducted by F.A. Bartlett, a large dogwood, 12"DBH, and two large Pecan trees on the property should be preserved. Five large camellias located near the house could be transplanted. F.A. Bartlett also recommended that the two Darlington Oaks and a Southern Magnolia located along the street should be inspected by the city's arborist.

The zoning ordinance, Chapter 7, Section 9-7-17 (A), states: "An application for a certificate of appropriateness authorizing the relocation, demolition, or destruction of a designated landmark or a building, structure or site within a designated district may not be denied. However, the effective date of such certificate may be delayed for a period of up to 365 days from the date of approval. The maximum period of delay authorized by this section shall be reduced by the Historic Preservation Commission where it finds the owner would suffer extreme hardship or be permanently deprived of all beneficial use of or return from the property by virtue of the delay. During this period the Historic Preservation Commission shall negotiate with the owner and with any other parties in an effort to find a means of preserving the site. If the Historic Preservation Commission finds that a building or site within a district

has no special significance or value toward maintaining the character of the district, it shall waive all or part of the period and authorize earlier demolition, or removal.”

From the Design Guidelines:

<u>Chapter</u>	<u>Title</u>	<u>Pages</u>
5	Demolition	101-102

1. Work with the Historic Preservation Commission to seek alternatives to demolition. Alternatives may include: restoration through state and federal tax incentives..., sale to an entity that is willing to restore it, relocation.
2. If alternatives have been exhausted, follow these guidelines for demolition: (1) make a permanent record of a significant structure before demolition. The record shall consist of digital photographs and other documents, such as drawings, that describe the architectural character and the special features of the building. The commission determines on a case-by-case basis, the precise documentation of a specific building that is required and the person who is responsible for producing that documentation. The documentation must be submitted for review by the commission before the demolition. The record is retained by the City of Greenville. (2) Work with the commission to identify salvageable materials and potential buyers or recipients of salvaged materials. The removal of all salvageable materials before demolition is encouraged, and may be required depending on the significance of the building. (3) Clear the structure quickly and thoroughly. (4) Submit a site plan illustrating proposed landscaping and any other site developments to be completed after demolition.

<u>Chapter</u>	<u>Title</u>	<u>Pages</u>
5	Relocation of Buildings	103

1. Document original site conditions before moving the structure. Use photographs and other written or graphic items such as site plans to record the original setting.
2. Assess the structural condition of the building before moving it, to minimize damage during the move.
3. Work with contractors experienced in successfully moving historic buildings.
4. Protect the building from weather damage and vandalism during the relocation.
5. If a structure is moved to a site within the historic district: (1) Access the architectural compatibility of the relocated structure with adjacent buildings according to the guidelines for new construction. (2) Review the proposed siting, setback, landscaping, and other site-specific treatments according to pertinent guidelines. (3) Ensure that the relocation will not damage existing historic buildings or the character of the district.

<u>Chapter</u>	<u>Title</u>	<u>Pages</u>
4	Landscaping	94

2. Landscaping that contributes to the character of the historic district **must** be retained and preserved as much as possible.
3. If it is necessary to remove a large tree or hedge because of disease or storm damage, it **must** be replaced with a new tree or hedge of the same species or with a similar appearance and mature size as long as it will not damage adjacent historic buildings or utilities.
8. Existing large trees and other significant landscape elements **must** be incorporated into plans for additions and new construction.
14. Diseased, mature trees **may only** be removed with written certification of condition by an arborist, landscape architect, a cooperative agent, or a city-designated agent.

Recommendation:

This request constitutes an irreparable adverse affect upon the College View Historic District. As a highly visible structure on the main gateway into the district, the loss of the Proctor-Yongue House will create a void in the appearance of the district from 5th Street. For this reason, staff recommends that the HPC approve the application with the full 365 day delay and requests continued consultation with the applicant to find a means of maintaining the character of the district.

If relocated, the structure should be fully documented at the original site. If demolished, the HPC should require the applicant to fully document each structure and create a plan with staff for salvaging all repurposable features and materials.

Following the recommendation of F.A. Bartlett, the large, 12"DBH dogwood and two large Pecan trees on the property should be preserved. The five large camellias located near the house should be transplanted, if necessary, to another location on the property or within the district. The street trees, two Darlington Oaks and a Southern Magnolia, not documented by F.A. Bartlett will require future evaluation and decision by the city's arborist.

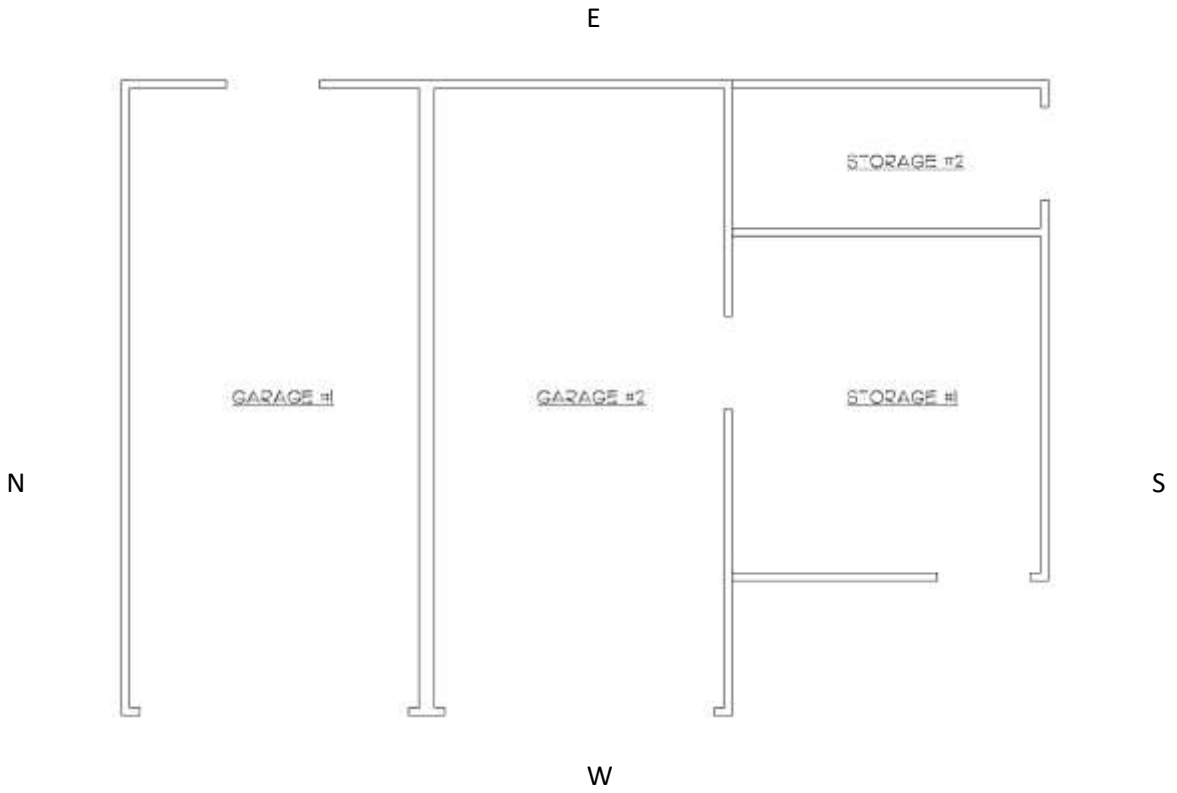
Project Name: Proctor Yongue House's Garage
SHPO #: _____



Project Location: 601 East Fifth Street
Greenville, NC 27858
Pitt County

Project Contact Info: **Owner**
East Carolina University
Attn: Mr. Bill Bagnell, Associate Vice Chancellor for Campus Operations
1001 East Fourth Street
Greenville, NC 27858
Phone: 252.328.6858
Email: BAGNELLW@ecu.edu

Project Description: This is a small hip-roofed garage on the back side of the Proctor Yongue House that was built in 1917. The Garage has space for two cars as well as two storage rooms. The garage is made up of CMU block, wood siding and asphalt shingles. Some of the original materials have been covered by vinyl siding. As per the National Register, the garage portion of this structure was original with the house and upon observation the storage portions of the structure were added subsequently.



Floor Plan



Front (West)



Front (West)



Side (South)



Side (North)



Garage Interior



Garage Detail



Storage Interior



Storage Interior

COA 18-0017; 803 E. Fifth Street

Request:	The applicant proposes the restoration of the carriage house/garage on the property. Previously approved under a different applicant.
Applicant:	Kelley Schillig, CSL Management
Location:	803 E. Fifth Street
Parcel Number:	08146
Historic Status:	Local Landmark; College View Local Historic District; <i>Contributing</i> property in the College View National Register Historic District
Attachments:	<ol style="list-style-type: none">1. Application2. Supplemental Materials and Site Photos3. Location map of property4. Letter from 2017 Application

The Commission should consider this request based upon general conformance with the Design Guidelines.

Structure The Dr. L.C. Skinner House, built in 1927, is a Colonial Revival style house. This application pertains to the three car brick garage located behind the main house. The garage is typical of the scale and degree of sophistication used in the construction of garages for houses on East Fifth Street. The garage has open portals and a hip roof.* Following the tradition that garages were commonly constructed to visually complement and match the main house, the garage features a slate tile roof and brick laid in a running bond pattern. Unlike the main house, the garage features a decorative row of headers at the fifth and twenty-first rows.

The Skinner family (Dr. Skinner and his wife) resided on this property until their deaths. Their children sold the property to the Gamma Beta Chapter of Sigma Sigma Sigma in 1961. Few modifications have been made to the exterior of this property. At the time of its Local Landmark designation, the house was considered to

“represent one of the more architecturally ambitious residences in this neighborhood of predominantly bungalow type homes. It is one of the finest examples of Colonial Revival architecture in the city and remains important in the study of the College View neighborhood and in the study of early twentieth century neighborhood development in Greenville.” (Local Landmark Report, 7-8)

*This description is as written in the College View National Register nomination; however, upon closer visual inspection which revealed the presence of double tracks and a ‘round the corner’ type hardware system with a single remaining door attached to the south interior wall, it is apparent that the garage portals were, at some point, enclosed bays.

Project Analysis This application was previously submitted by Tipton Builders in 2017 to restore and replace the doors but was never started. There is now a new contractor and applicant to restore the

doors for the garage located in the northwest corner of the property at 803 East Fifth Street. The applicant proposes the restoration of the garage doors (using the one remaining door as a template).

One of the primary issues regarding the preservation and maintenance of historic garages is obsolescence. Historic garages were intentionally designed for vehicles far smaller than the modern standard. This has led to the neglect and underutilization of many of these structures. In the case of the garage in question, years of underutilization and lack of preventative maintenance have led to the deterioration of the structure.

The single remaining door of the Skinner garage is a tripartite paneled door featuring panels containing vertical members below and a four-paned window in the center of the three upper panels. It is possible that each of the upper panels once housed window panes; however, today the right and left-most panels contain vertical members similar to the bottom panels. The track system remains in place above the portal openings. The remaining door is fixed in place in the track of the “round-the-corner” track system along the side wall. (See Image 4 in application packet and image below for example of track system.) The example below is from Bilt-Well Catalog 40. Door BW-504 looks very similar to the remaining door, though the Skinner door has square window panes and a wider top rail.



BW-504

1



2

¹ Bilt-Well Catalog 40. www.antiqhome.org Accessed 4-11-2017

² Gordon Van Tine Company. “Buy Your Garage Plan Cut.” 1929. Page 59.

The floor of the garage and storage room are dirt. Historically, garages were designed with dirt, concrete, or tile floors to decrease the chance of fire.

From the Design Guidelines (shortened to include only those that apply):

<u>Chapter</u>	<u>Title</u>	<u>Pages</u>
2	Windows and Doors	35-36
1.	<i>Original windows, doors, and shutters must be retained and preserved. This includes all wood and metal sash, glass, and hardware.</i>	
2.	<i>Openings and details of windows and doors, such as trim, casings, lintels, sills, and thresholds must be retained and preserved.</i>	
4.	<i>Original windows, doors, and associated elements should be repaired by dutchman repairs consolidating, or otherwise reinforcing deteriorated sections.</i>	
5.	<i>If replacement of a piece or a window or door element is necessary, only the deteriorated portion should be replaced while all else must be retained. The replacement section must match the original in size, scale, proportion, profile, materials, and detail.</i>	
6.	<i>If replacement of an entire door or window is required because of total loss or irreparable deterioration as determined by a preservation professional, the replacement must match the original exactly in profile, dimensions, and finish. Replacement of windows and doors with stock items that do not fill the original openings or duplicate the unit in size, material, and design is not permitted. Vinyl replacement windows are not permitted and snap-in muntins are not appropriate replacements for true divided light window panes.</i>	
16.	<i>Existing window or door openings must not be filled or altered if it would diminish the historic character of the building. It is not appropriate to replace or cover glazing with plywood.</i>	

<u>Chapter</u>	<u>Title</u>	<u>Pages</u>
2	Garages & Outbuildings	46
1.	<i>Historic, contributing garages and outbuildings must be retained and preserved.</i>	
2.	<i>All architectural features that are character defining elements of historic, contributing garages and outbuildings must be retained and preserved, including foundations, steps, roof form, windows, doors, architectural trim, and lattices.</i>	
3.	<i>The guidelines for “Roofs,” “Exterior Walls and Trim,” “Windows and Doors,” and “Foundations” apply to garages and outbuildings as well. See all pertinent sections for applicable guidelines.</i>	
9.	<i>Modern garage doors shall be decided upon on a case-by-case basis. They must not present false historic style inappropriate to the property. Their installation must not detract from or damage the historic garage.</i>	

Staff Findings

The applicant proposes restoration of the garage doors. Staff recommends replicating the design of the remaining door and retaining the track system, especially the ‘round the corner’ track. The applicant’s request to pour concrete in the garage would not be unreasonable and could be considered appropriate for the time, but, if done, it should be completed with sensitivity to the brick and other historic structural members.

Design Review Recommendation

The Design Review Committee met on April 12th, 2017 to discuss this application. The committee recommended accepting the COA with the addition of soffit or carriage-style lighting on the exterior of the garage. The addition of lighting elements was discussed with the applicant in the Design Review meeting. The Design Review Committee recommends allowing the approval of the rubber synthetic slate and encourages pursuing an exterior lighting housed in the soffit.

CERTIFICATE OF APPROPRIATENESS APPLICATION



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Historic Property Address: Sigma Sigma Sigma 803 E 5th Parcel Number: _____

APPLICANT INFORMATION (please type or print legibly)

Applicant Name*: Kelley Schilling

*If the applicant is not the owner, s/he must be authorized by the owner to commit to changes proposed by the Commission

Mailing Address: PO Box 1491

City: Cleveland State: TN Zip: 37304 Fax: _____

Email: kelley@csmanagement.com Day/Cell Phone: 614-565-2827

Property Owner (if different from applicant): Gamma Beta of Sigma Sigma Sigma HOUSE

Mailing Address: 225 North Muhlenburg Day/Cell Phone: 540-724-1890

City: Woodstock State: VA Zip: 22604 Fax: _____

Email: lphillips@trisigma.org

EXISTING CONDITIONS:

Current Use: STORAGE

Previous Renovations _____

PROPOSED ACTION:

- | | |
|---|--|
| <input type="checkbox"/> Alteration | <input type="checkbox"/> Addition |
| <input checked="" type="checkbox"/> Restoration | <input type="checkbox"/> New Construction |
| <input type="checkbox"/> Reconstruction | <input type="checkbox"/> Relocation/Demolition |
| <input type="checkbox"/> Other [utilities, etc] | <input type="checkbox"/> Landscaping/Environment |

ATTACHMENTS: (see page 3 for additional required attachments)

Written Description: describe all proposed changes to the property, including materials to be used, and make a case for their appropriateness. Refer as specifically and completely as possible to the Historic Preservation Commission's Design Guidelines.

- EXISTING DETACHED GARAGE HAS ONE WOODEN GARAGE DOOR. WE WILL CONSTRUCT TWO NEW DOORS TO MATCH EXISTING GARAGE WILL HAVE 3 TOTAL DOORS. GARAGE WILL BE FOR STORAGE.

Before the Commission meeting, the owners of properties located in proximity to the request will be sent a letter as their notification of the hearing. Staff will visit the site and post a public hearing notification sign. Applicants are required to attend the meeting to present their application and answer questions or the Commission may continue the application until the next scheduled meeting. If you cannot appear in person at the commission meeting, you may appoint a duly authorized agent. All application fees must be paid at the time the application is submitted. See page 1 for fee amounts.

By submitting this application you agree to the following statement:

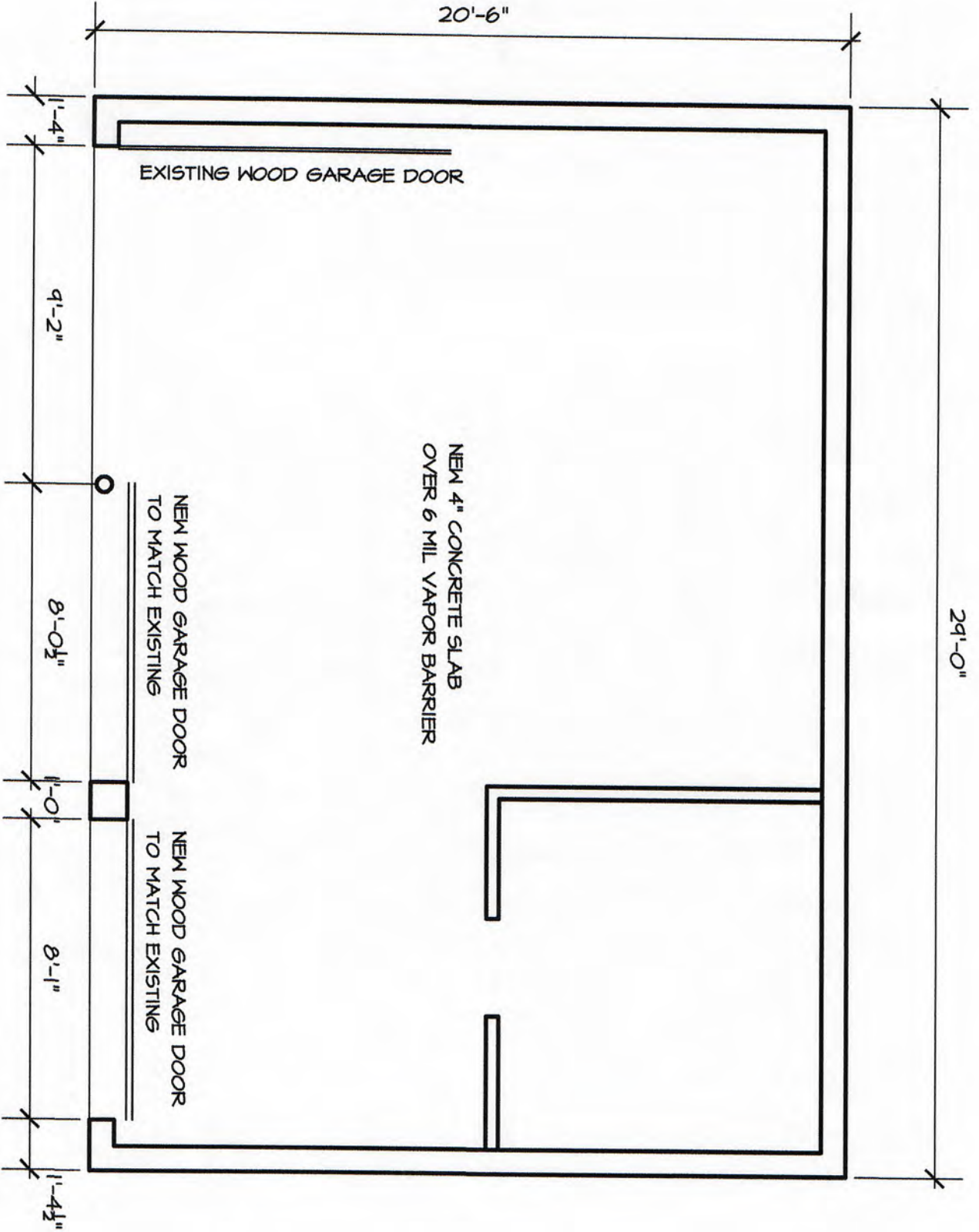
I certify that I have read the instructions to this application and that the information I have included, and any accompanying documentation, is complete and accurate to the best of my knowledge. I further certify that I agree to comply with all conditions of the COA.

Kelley Schilling 6/12/18
Applicant's Signature Date

Property Owner's Signature (if not applicant) Date

THIS SECTION FOR STAFF USE ONLY	
Case #: <u>2018-17</u>	Date Received: <u>6.12.18</u>
NR #: <u>189</u>	Meeting Date: _____
Date Complete: _____	FOF: _____
APO sent: _____	Fee Paid: _____
This Certificate of Appropriateness is hereby	
MINOR	MAJOR
ROUTINE MAINTENANCE	
APPROVED/APPROVED WITH CONDITIONS/DENIED	
Commission Secretary	Date

This drawing and the design shown are the property of DESIGNCO CONSTRUCTION, INC. Reproduction or use of this drawing without our written permission is prohibited.



A
 B1
 PROPOSED FLOOR PLAN
 1/4" = 1'-0"

RENOVATION PLANS FOR
 TRI SIGMA
 803 EAST 5TH STREET
 GREENVILLE, NORTH CAROLINA



2040 SOUTH PARK DRIVE
 SUITE 1
 WINTERVILLE, NC 28590
 252.902.8500

DRAWN BY:
 DATE: 7/28/14
 SCALE: 1/4" = 1'-0"
 REVISIONS:

BY: [Signature]
 TITLE: [Title]
 PROJECT: [Project Name]
 SHEET: [Sheet Number]

SHEET
 B1
 1 OF 1





View of garage from east (Biltmore Street) side.



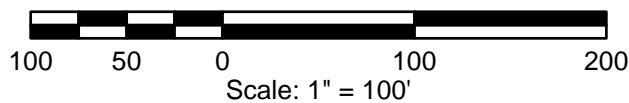
View of garage from south (5th Street) side.



Interior view of south-west corner showing roof and rafter deterioration.



View of only remaining door, currently fixed in place along south wall.



CERTIFICATE OF APPROPRIATENESS APPLICATION FORM



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APPLICANT INFORMATION (please type or print legibly)

Property Address: 803 E. FIFTH ST. Parcel Number: 08146

Applicant Name*: TIPTON BUILDERS, INC.

*If the applicant is not the owner, s/he must be authorized by the owner to commit to changes proposed by the Commission

Mailing Address: 234 GREENVILLE BLVD SE

City: GREENVILLE State: NC Zip: 27858 Fax: (252) 756-9008

Email: j.tipton@embarqmail.com Day/Cell Phone: (252) 916-2099

Property Owner (if different from applicant): GAMMA BETA CHAPTER TRI-SILMA

Mailing Address: 107 COMMERCE ST., SUITE A Day/Cell Phone: _____

City: GREENVILLE State: NC Zip: 27834 Fax: _____

Email: _____

EXISTING CONDITIONS:

Current Use : STORAGE / GARAGE

Previous Renovations _____

PROPOSED ACTION:

- | | |
|--|--|
| <input type="checkbox"/> Alteration | <input type="checkbox"/> Addition |
| <input checked="" type="checkbox"/> Restoration | <input type="checkbox"/> New Construction |
| <input checked="" type="checkbox"/> Reconstruction | <input type="checkbox"/> Relocation/Demolition |
| <input type="checkbox"/> Other [utilities, etc] | <input type="checkbox"/> Landscaping/Environment |

ATTACHMENTS: (if additional pages are needed, all materials must be on 8 1/2 X 11 paper or the applicant must supply 13 copies)*
The following must be provided by applicant (please initial all blanks to indicate a complete application packet):

___ **Written Description:** describe all proposed changes to the property, including materials to be used, and make a case for their appropriateness. Refer as specifically and completely as possible to the Historic Preservation Commission's design guidelines.

RENOVATE THE EXISTING COMMERCIAL HOUSE LOCATED ON THE NORTHWEST CORNER OF THE TRI-SILMA HOUSE PROPERTY. THIS WOULD INVOLVE RE-STONING THE EXISTING ROOF AND EXTERIOR DOORS, POURING A CONCRETE FLOOR AND POSSIBLY RE-PLANING THE SLATE ROOF WITH A SYNTHETIC SLATE TILE.

___ **Visual Description:** provide current photographs of the existing property and elevation drawings of the proposed changes.

___ **Product Specifications:** if altering or adding new material, provide product specifications describing the full design details and manufacturers standards of any materials to be used (if applicable)

___ **Site Plan of the Lot** (if applicable)

* Note: Items classified Minor Works or Routine Maintenance need not provide multiple copies.

Before the Commission meeting, the owners of properties located in proximity to the request will be sent a letter as their notification of the hearing. Staff will visit the site and post a public hearing notification sign. Applicants are strongly advised to attend the meeting to present their application and answer questions. If you cannot appear in person at the commission meeting, you may appoint a duly authorized agent.

By submitting this application you agree to the following statement:

I certify that I have read the instructions to this application and that the information I have included, and any accompanying documentation, is complete and accurate to the best of my knowledge. I further certify that I agree to comply with all conditions of the COA.

All application fees must be paid at the time the application is submitted. See page 1 for amounts.

[Signature] 3/30/17
Applicant's Signature Date

Property Owner's Signature (if not applicant) Date

Doc #999175

THIS SECTION FOR STAFF USE ONLY			
Case #	<u>17-03</u>	Date Received	<u>03/30/17</u>
NR #	<u>189</u>	Meeting Date	<u>04/25/17</u>
Date Complete:		FOF	<u>04/11/17</u>
APO sent	<u>04/07/2017</u>	Fee Paid:	<u>CHECK # 38233</u>
This Certificate of Appropriateness is hereby			
MINOR	MAJOR	ROUTINE MAINTENANCE	
APPROVED/APPROVED WITH CONDITIONS/DENIED			
_____ Commission Secretary		_____ Date	



April 7, 2017

Sigma Sigma Sigma Sorority House
803 East 5th Street
Greenville, NC 27858

RE: Carriage House

We propose to furnish, labor, materials, supervision, taxes, and insurance for the construction of the above referenced project. A brief description of the items included in our proposal is as follows:

A. General Construction: The remodeling will conform to the existing building.

1. Remove existing slate roof, remove rotten and compromised roofing members, and remove rotten and compromised boxing.
2. Re-install framing members and boxing where necessary to the specifications of the existing building.
3. Re-install slate tile roof with slate roofing tiles or in lieu of slate a synthetic tile that would resemble the original slate.
4. Installation of a concrete floor.
5. Recreate the original triple sliding barn doors on tracks. Built to the original specifications to mimic the doors that were originally on the building.
6. Materials and labor to wire the building for power.
7. Labor and material to paint the boxing and doors.

We hope that the information contained herein will be helpful in your building decisions. Should you have any questions or need clarification to any item included or not included, please let me know.

Thank you for your consideration

John