



**Minutes  
February 9, 2023**

The City of Salisbury Historic Preservation Commission met in a regular session at 5:30 p.m. on Thursday, February 9, 2023, in City Council Chambers at 217 South Main Street.

**Present:** Steve Cobb, Ellie Goodnow, Marcelo Menza, Jon Planovsky, Larry Richardson, Andrew Walker, Acey Worthy

**Absent:** Spencer Dixon, Will James

**Staff Present:** Hannah Jacobson, Jenni Pfaff, Emily Vanek

**CALL TO ORDER AND INTRODUCTIONS**

The meeting was called to order by the Chair, Andrew Walker. Members introduced themselves.

**PURPOSE AND PROCEDURE**

The purpose and procedure of the meeting was presented by the Chair, Andrew Walker.

**EX PARTE COMMUNICATION/  
CONFLICT OF INTEREST OR APPEARANCE OF CONFLICT**

None.

Emily Vanek was sworn in.

**OLD CERTIFICATES OF APPROPRIATENESS**

**H-02-2023, 1711 North Main Street, Lillian and James Cancer, Owners/Applicants; (Parcel ID: 007 112)**

Request

After-the-fact installation of prefabricated storage building in front side yard. HPC tabled the decision during the January meeting so the Applicants could gather more information on the ability to move the shed to the rear yard, behind the back corner of the house.

### Identification of Property

Emily Vanek made a staff presentation that included COA history. The Marsh House was built in 1940, in the English Cottage Style, and is considered “Contributing” to the North Main Street Local Historic District.

### Staff Findings

Staff finds the following element of the project to be incongruous with the character of the North Main Street Local Historic District:

- 1) The applicant has requested after-the-fact approval for the installation of a prefabricated storage shed with standing seam metal gable roof. Standard 3.6.6 says that prefabricated storage buildings are appropriate provided they have a shingle roof and are constructed of wood painted in a color that compliments the house. The body and roof style of the shed should complement the house as well.
- 2) Standard 3.6.7 says to locate new outbuildings in rear yards in a traditional relationship with the main building. Since the January HPC meeting, the applicant has moved the shed towards the back yard.

### Staff Recommendation

Based on the preceding findings, staff recommends that the Commission deny H-02-2023 at the Marsh House located at 1711 North Main Street, within the North Main Street Local Historic District (Parcel ID: 007 112).

### Applicant Testimony

James Cancer was sworn in. Mr. Cancer explained that they had the shed moved as close as possible to the back corner of the house. In response to questions, he said that it was not possible to move the shed behind the house due to the dense wooded area there; they had not been asked to replace the shingles on the shed roof.

Lillian Cancer was sworn in. She reminded the commission that the location was the issue in the previous hearing, not the roof. In response to a question regarding placement of the shed, Ms. Cancer said it cannot be moved to the back yard due to the fence.

### Public Comment

Sue McHugh was sworn in. She lives in the North Main district, and has no problem with the new placement of the shed, as it was placed as far back as possible, and is surrounded by trees.

### Deliberation

The Chair reminded Members to consider that an applicant being unaware of their location within a local historic district should not be used as a mitigating factor for approval; it would serve to open the door for similar claims in the future.

Members considered several standards related to allowances for the shed, namely, 3.6.7. Standard 3.6.6, mentioned in Staff Findings also says that traditional roof forms should be used. A spirited discussion centered around the fact that the shed would not have been approved had it come before

the commission prior to installation, due to the style and location. However, the owners were not aware the house was located within the district. Several members stated they had driven by the house and not noticed the shed; others mentioned examples of sheds in other districts that can be seen from the street.

Four options were put forth: 1) remove the shed, 2) leave the shed as is, 3) cut down trees to move shed into the back yard, 4) alter the shed to comply more with standards.

#### Findings of Fact

Ellie Goodnow made the following MOTION: “I have reviewed the case and all presented testimony and facts and am familiar with the property in question and, therefore, move that the Commission find the following facts concerning HPC case **#H-02-2023**

- 1) That **Lillian and James Cancer, owners,** appeared before the Commission and sought a Certificate of Appropriateness for the property located at **1711 North Main Street** and designated within the **North Main Street** Local Historic District.
- 2) The proposed project is **not incongruous** as detailed in the application and staff finding number 1-2 and incorporated herein; the owners have moved the shed as far back as possible, behind the rear corner of the house. There are mitigating circumstances in that it is located on a heavily wooded lot, and is a temporary structure.”

Larry Richardson seconded the MOTION with members present VOTING (6-1), via voice vote.

#### Action

Ellie Goodnow continued, “I, therefore, move based on the testimony presented, the adopted Findings of Fact, and the adopted Local Historic Design Standards that the Commission: **Approve H-02-2023** subject to any conditions detailed in the Findings of Fact.”

Jon Planovsky seconded the MOTION. The motion carried with members present VOTING (4-3), via voice vote.

### **NEW CERTIFICATES OF APPROPRIATENESS**

**H-06-2023, 329 South Main Street; Graffiti Park – City of Salisbury, Owner; Sam Wilborn, Applicant/Agent (Parcel ID: 106 588)**

#### Request

Paint existing concrete retaining wall.

#### Identification of Property

Emily Vanek made a staff presentation, including COA history. The Graffiti Park is classified as “Non-Contributing” and is located in the Downtown Local Historic District.

Staff Findings

Staff finds the following element of the project to be not incongruous with the character of the Downtown Street Local Historic District:

- 1) The applicant has requested approval to paint the existing concrete retaining wall with tan masonry paint (color to match concrete color) to allow for easier graffiti removal. A paint film would be easier to pressure wash when needed than a porous concrete wall, according to the applicant. Standard 3.9.2. says that it is not appropriate to paint unpainted wall elements that were historically uncoated, but this wall has been previously painted and was once covered with brick.

Staff Recommendation

Based on the preceding findings, staff recommends that the Commission approve H-06-2023 at the Graffiti Park located at 329 South Main Street, within the Downtown Local Historic District (Parcel ID: 106 588).

Applicant Testimony

Sam Wilborn, Assistant Parks and Recreation Director, was sworn in. He reiterated the request, and said this will make it easier for staff to clean up any inappropriate artwork. In response to questions, Mr. Wilborn said the boards are already repainted periodically, and the wall will only be pressure washed to clean it.

Public Comment

None.

Deliberation

Members agreed the request was straightforward and aligned with standards. The wall is concrete, and already painted.

Findings of Fact

Ellie Goodnow made the following MOTION: “I have reviewed the case and all presented testimony and facts and am familiar with the property in question and, therefore, move that the Commission find the following facts concerning HPC case #**H-06-2023**

- 1) That **Sam Wilborn, Assistant Parks and Recreation Director, agent for the City of Salisbury, owner,** appeared before the Commission and sought a Certificate of Appropriateness for the property located at **329 South Main Street** and designated within the **Downtown** Local Historic District.

The proposed project is **not incongruous** as detailed in the application and staff finding number 1 and incorporated herein; the wall has already been painted, and the request will help the department maintain it.”

Jon Planovsky seconded the MOTION with all members present VOTING AYE (7-0), via voice vote.

Action

Ellie Goodnow continued, “I, therefore, move based on the testimony presented, the adopted Findings of Fact, and the adopted Local Historic Design Standards that the Commission: **Approve H-06-2023** subject to any conditions detailed in the Findings of Fact.”

Jon Planovsky seconded the MOTION. The motion carried with members present VOTING (7-0), via voice vote.

**H-07-2023, 215 West Innes Street, Bell Tower Green Park; City of Salisbury, Owner; Sam Wilborn, Applicant/Agent (Parcel ID: 010 153)**

Request

Move planned flagpole to corner of West Innes and Church Streets.

Identification of Property

Emily Vanek made a staff presentation that included COA history. The Bell Tower Green Park is located in the West Square Local Historic District.

Staff Findings

Staff finds the following element of the project to be not incongruous with the character of the West Square Street Local Historic District:

- 1) The applicant has requested approval to move the planned 40’ anodized bronze flagpole as approved at the November 2022 HPC meeting from West Fisher Street to the corner of Church and Innes Streets. The granite base will also not be used as the ground is already finished with brick in this location. No other changes to the approved plans are proposed. Standard 4.1.6. says to incorporate street furniture in public spaces that are consistent materials and design with others in the district.

Staff Recommendation

Based on the preceding findings, staff recommends that the Commission approve H-07-2023 at the Bell Tower Green park located at 215 West Innes Street, within the West Square Local Historic District (Parcel ID: 010 153).

Applicant Testimony

Sam Wilborn, Assistant Parks and Recreation Director, responded to questions of the reason for moving the location since it had already been approved by the HPC. He said that the Library had planned to install a flagpole very close to the original location. The new location is in the area considered to be the entrance to the park, and is further away from the other flag located at the Rowan County Administrative Building, which is 5 feet shorter than this one. Lighting will be unobtrusive and will illuminate the flag only.

Public Comment

None.

Deliberation

Members agreed the request was straightforward, and made sense.

Findings of Fact

Steve Cobb made the following MOTION: “I have reviewed the case and all presented testimony and facts and am familiar with the property in question and, therefore, move that the Commission find the following facts concerning HPC case #**H-07-2023**

- 1) That **Sam Wilborn, Assistant Parks and Recreation Director, agent for the City of Salisbury, owner,** appeared before the Commission and sought a Certificate of Appropriateness for the property located at **215 West Innes Street** and designated within the **West Square** Local Historic District.
- 2) The proposed project is **not incongruous** as detailed in the application and staff finding number 1 and incorporated herein.”

Jon Planovsky seconded the MOTION with all members present VOTING AYE (7-0), via voice vote.

Action

Steve Cobb continued, “I, therefore, move based on the testimony presented, the adopted Findings of Fact, and the adopted Local Historic Design Standards that the Commission: **Approve H-07-2023** subject to any conditions detailed in the Findings of Fact.”

Jon Planovsky seconded the MOTION with all members present VOTING AYE (7-0), via voice vote.

Steve Cobb moved to admit Larry Richardson to the dais. All Members present voted to admit.

**H-08-2023, 301 South Main Street; ITL Land, LLC, Owner; Rahgie Holloway, Applicant; (Parcel ID 106 600)**

Request

Install internally illuminated wall cabinet signage.

Identification of Property

Emily Vanek made a staff presentation, including COA history. The Salisbury Business Center was built in 2013, and is considered “Non-contributing” to the Downtown Local Historic District.

Staff Findings

Staff finds the following element of the project to be **incongruous** with the character of the Downtown Local Historic District:

- 1) The applicant has requested approval to install a 12'8" by 5' internally illuminated wall cabinet sign. Standard 4.7.3. says to use traditional materials or modern materials that have the appearance of traditional in new signs and Standard 4.7.7. says that wall sign should not obscure historic features. Standard 4.7.10. says that signs with internal illumination are generally not appropriate. The sign will be about 28' off the ground, located in a similar position as the Integro Technologies sign.

#### Staff Recommendation

Based on the preceding findings, staff recommends that the Commission approve H-08-2023 at the Salisbury Business Center located at 301 South Main Street, within the Downtown Local Historic District (Parcel ID: 106 600), subject to the following condition:

- 1) The sign shall not be internally illuminated.

#### Applicant Testimony

Dawn Raborn was sworn in. She explained that the new owners of the company want matched signs. The existing sign is internally illuminated, but has burned out.

#### Public Comment

Shawn Campion, former owner of the company, was sworn in. He said the sign was meant to be illuminated; both signs will be fitted with LED lights.

In response to a question, Ms. Vanek clarified that the COA does not stipulate the brightness of the lights.

Kimberly Roulette, project manager, was sworn in. She said typically, 6,000 lumens is standard, and will ensure the appropriate color temperature across both will be coordinated. They will both be fitted with LED bulbs.

Sue McHugh spoke in favor of the lighted sign. She said the second sign will add symmetry to the building, which serves as a gateway into the city.

#### Deliberation

Discussion centered on the modern style of the building, that the lighting does not detract from the historic nature of the district, or change the building's style. They stressed that the signs should match in lumens and intensity.

#### Findings of Fact

Steve Cobb made the following MOTION, "I have reviewed the case and all presented testimony and facts and am familiar with the property in question and, therefore, move that the Commission find the following facts concerning HPC case #**H-08-2023**

- 1) That **Dawn Raborn, agent for ITC Land, owner,** appeared before the Commission and sought a Certificate of Appropriateness for the property located at **301 South Main Street** and designated within the **Downtown** Local Historic District.
- 2) The proposed project is **not incongruous** as detailed in the application and staff finding number 1 and incorporated herein; testimony in favor of the project was provided by Shawn Campion, Kimberly Roulette, and Sue McHugh. An approved sign is already located on the building, which is of a modern style. New and existing lighting will be LED, in a soft, white range.”

Larry Richardson seconded the MOTION with all members present VOTING AYE (7-0), via voice vote.

#### Action

Steve Cobb continued, “I, therefore, move based on the testimony presented, the adopted Findings of Fact, and the adopted Local Historic Design Standards that the Commission: **Approve H-08-2023** subject to any conditions detailed in the Findings of Fact.”

Larry Richardson seconded the MOTION with all members present VOTING AYE (7-0), via voice vote.

#### **H-09-2023, 425-427 South Church Yvonne Wright, Owner/Applicant; (Parcel ID 010 186)**

#### Request

Install brick patio, repair outdoor chimney, and install metal railing on concrete steps leading from sidewalk to walkway.

#### Identification of Property

Emily Vanek made a staff presentation, including COA history. The Holmes-Smoot-Poe House was built in 1880, in the Victorian style, and is considered “Contributing” to the West Square Local Historic District.

#### Staff Findings

Staff finds the following element of the project to be **not incongruous** with the character of the West Square Local Historic District:

- 1) The applicant has requested approval to construct a 16’ by 22’ brick patio in the back yard. **Standard 5.5.1** says to install patios in the rear yard and **Standard 5.5.2** says to not obscure historic features with new patios. Brick is an appropriate material according to **Standard 5.3.1**.
- 2) The fireplace and chimney in the rear yard will be restored using exact match brick and mortar. **Standard 3.1.2** says to retain historic chimneys and **Standard 3.1.3** says to replace damaged materials with those that match the original.

- 3) A black, aluminum handrail is proposed to be installed on the concrete stairs leading from the public sidewalk to the front walkway. Aluminum is an appropriate material according to Standard 5.3.1.

#### Staff Recommendation

Based on the preceding findings, staff recommends that the Commission approve H-09-2023 at the Holmes-Smoot-Poe House located at 425-427 South Church Street, within the West Square Local Historic District (Parcel ID: 010 186).

#### Applicant Testimony

Yvonne Wright was sworn in. This house is a duplex rental. She added a request to enlarge the patio, and move it to a more central location so both tenants can use it. The patio will not be connected to the chimney. She provided some interesting tidbits related to the chimney; it was originally used for cooking, since indoor kitchens were quite dangerous during the period the house was built.

The steps in the front yard are unusually steep, and uneven, hence the need for a railing.

#### Public Comment

None.

#### Deliberation

The materials to be used are all approved and compatible with the house and district. Members concluded the increase in size and new location was appropriate.

#### Findings of Fact

Marcelo Menza made the following MOTION, “I have reviewed the case and all presented testimony and facts and am familiar with the property in question and, therefore, move that the Commission find the following facts concerning HPC case #H-09-2023

- 1) That **Yvonne Wright, owner**, appeared before the Commission and sought a Certificate of Appropriateness for the property located at **425-427 South Church Street** and designated within the **West Square** Local Historic District.
- 2) The proposed project is **not incongruous** as detailed in the application and staff finding number 1-3 and incorporated herein; the request of increased size of 32’ by 16’ and new location for the patio is appropriate.”

Jon Planovsky seconded the MOTION with all members present VOTING AYE (7-0), via voice vote.

#### Action

Marcelo Menza continued, “I, therefore, move based on the testimony presented, the adopted Findings of Fact, and the adopted Local Historic Design Standards that the Commission: **Approve H-09-2023** subject to any conditions detailed in the Findings of Fact.”

Jon Planovsky seconded the MOTION with all members present VOTING AYE (7-0), via voice vote.

**H-10-2023, 209 East Bank Street; AM+M Properties I, LLC, Owner; Allen Moeller, Applicant; (Parcel ID 010357)**

Request

Replace existing windows with vinyl windows.

Identification of Property

Emily Vanek made a staff presentation, including COA history. The Beck Apartments were built 1958-1960, and are considered an “Intrusion” to the Brooklyn-South Square Local Historic District.

Staff Findings

Staff finds the following element of the project to be incongruous with the character of the Brooklyn-South Square Local Historic District:

- 1) The applicant has requested approval to replace all windows on the structure with vinyl windows. The existing windows are wooden with horizontal muntins with a few larger picture windows. The proposed windows would be the same size as the existing with no grids. Standard 3.3.3 says to replace windows when necessary with new that match the existing in size, pane division, material, method of operation, and detail.

Staff Recommendation

Based on the preceding findings, staff recommends that the Commission deny H-10-2023 at the Beck Apartments located at 209 East Bank Street, within the Brooklyn-South Square Local Historic District (Parcel ID: 010 357).

Applicant Testimony

Allen Moeller was sworn in. He is replacing the windows on one particular apartment in response to a broken one. He would like to use vinyl to make them more efficient for the tenants; also, wooden windows are much more expensive.

Public Comment

Sue McHugh spoke in opposition to the use of vinyl windows.

### Deliberation

Ms. Vanek explained that the “Intrusive” designation is used for properties not typically inside a district. These particular buildings were built in 1958 and 1960 on the site of an earlier rental house built in approximately 1875.

Members discussed the shape and style of the building, and ways vinyl could help in maintenance. With an understanding of the “Intrusive” classification, they concluded the standards were not intended for these types of structures.

### Findings of Fact

Steve Cobb made the following MOTION, “I have reviewed the case and all presented testimony and facts and am familiar with the property in question and, therefore, move that the Commission find the following facts concerning HPC case #**H-10-2023**

- 1) That **Allen Moeller, agent for AM+M Properties I LP, owner,** appeared before the Commission and sought a Certificate of Appropriateness for the property located at **209 East Bank Street** and designated within the **Brooklyn-South Square** Local Historic District.
- 2) The proposed project is **not incongruous** as detailed in the application and staff finding number 1 and incorporated herein; the building is not historic, and is listed as an “Intrusive” designation.”

Larry Richardson seconded the MOTION with all members present VOTING AYE (7-0), via voice vote.

### Action

Steve Cobb continued, “I, therefore, move based on the testimony presented, the adopted Findings of Fact, and the adopted Local Historic Design Standards that the Commission: **Approve H-10-2023** subject to any conditions detailed in the Findings of Fact.”

Larry Richardson seconded the MOTION with all members present VOTING AYE (7-0), via voice vote.

## **OTHER BUSINESS**

### Minor Works Report

The Minor Works report was approved.

### Approval of Minutes

January, 2023 HPC minutes were approved as written by all Members present.

Training

Ms. Vanek will be attending the Commissioner Assistance and Mentoring Program (CAMP), on April 21 in Asheville. Ms. Goodnow and Mr. Planovsky volunteered to accompany her.

**ADJOURNMENT**

The meeting adjourned at 7:16 pm p.m. The next meeting will be held on Thursday, March 9, 2023, in City Council Chambers.

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Andrew Walker, Chair

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Jennifer Pfaff, Secretary