



**Minutes
November 10, 2021**

The City of Salisbury Historic Preservation Commission met in a regular session at 5:15 p.m. on Wednesday, November 10, 2021, at 217 South Main Street in the Council Chamber. The meeting date was moved up one day due to the Veteran's Day holiday on November 11, 2021.

Present: Steve Cobb, Gene Goetz, Sue McHugh, Jon Planovsky, Larry Richardson, Andrew Walker, Acey Worthy

Absent: Will James, Marcelo Menza

Staff Present: Graham Corriher, City Attorney; Hannah Jacobson; Jenni Pfaff; Emily Vanek

CALL TO ORDER AND INTRODUCTIONS

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

PURPOSE AND PROCEDURE

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

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

Steve Cobb recused himself from H-57-2021 due to his position as President of Historic Salisbury Foundation Board. Emily Vanek was sworn in.

OLD CERTIFICATES OF APPROPRIATENESS

H-50-2021, 300 West Thomas Street; Todd Werner, Applicant; KTW Holdings, LLC, Owner; (Parcel ID: 015 161)

Request

Rebuild rear addition with metal roofing, Hardie board siding, wooden windows, and brick foundation.

Identification of Property

Emily Vanek made a staff presentation. She displayed the history of Certificates of Appropriateness for the property.

Staff Findings

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

- 1) The applicant has requested approval to rebuild an 18' by 24' basement and main level addition, and a 10' by 16' third floor sleeper porch. The third floor would be the same size as the existing rear portion to keep the roof lines as existing. Although the property is a corner lot, the location of the addition is appropriate according to Standard 5.4.1, because it is located on the rear elevation of the building. The addition will not cover any character-defining elements of the structure and is not taller than the original structure, so the design meets Standards 5.4.2 and 5.4.3.
- 2) The materials for the proposed addition include brick for the foundation, Hardie Board planks for the siding, wooden windows, and standing seam metal roofing. The roof on the third floor would remain intact. The brick in the foundation and wooden windows are appropriate matches for the house, and both meet Standard 5.3.1. Cementitious siding may be reviewed on a case-by-case basis, according to Standard 5.3.2, if the material is used on a limited basis and has the physical properties of the material it is intended to mimic. The standing seam metal roofing was selected by the applicant to match the roofing of the front porch. This design for the roof meets Standard 5.4.8.
- 3) Standard 5.4.4 states that additions should be differentiated from the historic building. The use of cementitious siding differentiates the old from the new. Standard 5.4.5 states that additions should be designed to be compatible with the main structure. The addition uses windows that match the main structure's and brick from the existing rear portion will be used for the brick in the addition.
- 4) The applicant has proposed reusing the existing side door for the rear addition. The applicant has proposed two light fixtures to be installed on either side of the rear entry door. The house currently does not have any light fixtures, however, the proposed light fixtures are similar to those commonly found in the district. These fixtures are appropriate according to Standard 4.3.2.

Staff Recommendation

Based on the preceding findings, staff recommends that the Commission approve H-50-2021 at the McCanless-Goodman-Yost House located at 300 West Thomas Street, within the West Square Local Historic District (Parcel ID: 015 161) subject to the following conditions:

- 1) The applicant shall receive, prior to commencement of the work, all other required permits or permissions from governmental agencies, including but not limited to a zoning permit from Development Services;
- 2) Commission staff shall review and approve any revisions or deviations to any other portion of the as-submitted work that qualifies as a Minor Work, prior to commencement of that portion of the project.

Applicant Testimony

Todd Werner was sworn in.

During Mr. Werner's testimony, Ms. Vanek displayed photos depicting pre- and post-renovation. Mr. Werner explained that after demolition, he won't have enough brick to cover the entire new addition. Therefore, Hardie boards will provide the best aesthetic to match the exiting structure.

Replying to questions regarding windows, Mr. Werner said they will be double-hung with wood to match, and that he will try to reuse the existing windows. Since the existing windows have atypical sashes, he will make every effort to have any new windows custom made.

Regarding a previous question about the new roof, Mr. Werner said the slope will be a similar pitch to the front of the house.

Public Comment

None.

Deliberation

Members discussed the use of so much Hardie board on a structure located on a corner lot, and its' visibility from the street. They took into consideration that neighboring houses used the material, as well as the fact that a house of such architectural value in the district was being restored. Surrounding houses use ¾" thick boards.

Findings of Fact

Sue McHugh 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-50-2021

1. That Todd Werner, owner/applicant, appeared before the Commission and sought a Certificate of Appropriateness for the property located at 300 West Thomas Street and designated within the West Square Local Historic District.
2. The proposed project is not incongruous as detailed in the application and staff findings numbers 1-4 and incorporated herein; no additional evidence or testimony was provided.
3. The findings are subject to the 2 conditions recommended by staff and incorporated herein. One additional condition to be applied based on the Commissioners' discussion is that the windows should be custom made if necessary to mimic the current window design construction if the applicant cannot find the appropriate windows to match. The second additional condition is that the Hardie plank, or cementitious siding, should be selected with the thicker dimensions to mimic the shadow design that would be in place with wood siding."

Acey Worthy seconded the MOTION with all members present VOTING AYE. (6-0)

Roll Call: Steve Cobb (AYE), Eugene Goetz (AYE), Sue McHugh (AYE), Jon Planovsky (AYE), Andrew Walker (AYE), Acey Worthy (AYE).

Action

Sue McHugh continued, "I, therefore, move based on the testimony presented, the adopted Findings of Fact and the adopted Historic District Design Standards that the Commission approve H-50-2021 subject to the conditions detailed in the Findings of Fact.

Acey Worthy seconded the MOTION with members present VOTING (4-2)

Roll Call: Steve Cobb (AYE), Eugene Goetz (AYE), Sue McHugh (AYE), Jon Planovsky (NO), Andrew Walker (NO), Acey Worthy (AYE).

H-53-2021, 114-116 West Innes Street; Lane Yates, Applicant; Yates Development, LLC, Owner; Jayden Yates, Agent (Parcel ID: 102 474)

Request

Install metal awnings and window planter boxes.

Identification of Property

Emily Vanek made a staff presentation. She displayed the history of Certificates of Appropriateness for the property.

Staff Findings

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

- 1) The applicant has requested approval to install black, canvas awnings above the main level entry and windows and above each of the second level windows. Standard 4.7.14 states that awnings on commercial buildings should be made of a woven fabric. The awning will be installed using holes in the mortar joints from previous awnings or new holes drilled through the mortar joints, if necessary.
- 2) Window planter boxes are proposed for under the main level windows. The planter boxes would be constructed of wood and painted to match the building. The planter boxes would extend 6 inches out from the top and taper down to 5 inches out on the bottom. The boxes would extend the length of the storefront windows, with one foot of space on each side. The boxes be mounted to the wooden bulkhead and be flush with the metal trim of the storefront. The planter boxes meet Standard 4.1.6.

Staff Recommendation

Based on the preceding findings, staff recommends that the Commission **approve** H-53-2021 at the Arcade Building located at 114-116 West Innes Street, within the Downtown Local Historic District (Parcel ID: 102 474) subject to the following conditions:

- 1) The applicant shall receive, prior to commencement of the work, all other required permits or permissions from governmental agencies;
- 2) Commission staff shall review and approve any revisions or deviations to any other portion of the as-submitted work that qualifies as a Minor Work, prior to commencement of that portion of the project.

Applicant Testimony

Shelby Stubbs was sworn in.

Ms. Stubbs had nothing to add except that Mr. Yates had decided to install canvas awnings instead of metal.

In reply to questions from the Commission, Ms. Stubbs said that the planter boxes will be made of wood, and run the length of the window. They will be painted black, with no design work. Dirt will be confined inside the box.

Regarding the Commissioners' concern in the prior application of support and span of the awnings, she said the new awning would be installed by the same company in the same manner. Ms. Vanek displayed photos of the previous awning and its' mounting.

Public Comment

None

Deliberation

The Commissioners agreed that canvas is a better material choice for the awnings. Guidelines direct that mountings should be within the door/window opening. Since previous awnings were shown to be mounted both inside and out, there should be no problem following the guideline. Members felt they received an acceptable explanation of the mounting and planter boxes.

Steve Cobb made a motion to admit Commission Member Larry Richardson to the dais. It was approved unanimously.

Findings of Fact

Sue McHugh 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-53-2021**

- 1) That Shelby Stubbs, agent for Lane Yates, owner/applicant, appeared before the Commission and sought a Certificate of Appropriateness for the property located at 114-116 West Innes Street and designated within the Downtown Local Historic District.
- 2) The proposed project is not incongruous as detailed in the application and staff findings numbers 1-2 and incorporated herein; no further evidence or testimony was provided.

- 3) The findings are subject to the 2 conditions recommended by staff and incorporated herein; the additional condition to be applied is that the awning should be mounted inside the framework of the windows, as they had been historically.”

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

Roll Call: Steve Cobb (AYE), Eugene Goetz (AYE), Sue McHugh (AYE), Jon Planovsky (AYE), Larry Richardson (AYE), Andrew Walker (AYE), Acey Worthy (AYE).

Action

Sue McHugh continued, “I, therefore, move based on the testimony presented, the adopted Findings of Fact and the adopted Historic Design Standards that the Commission **approve** H-53-2021 subject to the conditions detailed in the Findings of Fact.

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

Roll Call: Steve Cobb (AYE), Eugene Goetz (AYE), Sue McHugh (AYE), Jon Planovsky (AYE), Larry Richardson (AYE), Andrew Walker (AYE), Acey Worthy (AYE).

NEW CERTIFICATES OF APPROPRIATENESS

H-55-2021, 218 West Horah Street, Michael and Phyllis Ehart, Owners/Applicants; (Parcel ID: 010 172)

Request

Install prefabricated garage and replace front exterior lights.

Identification of Property

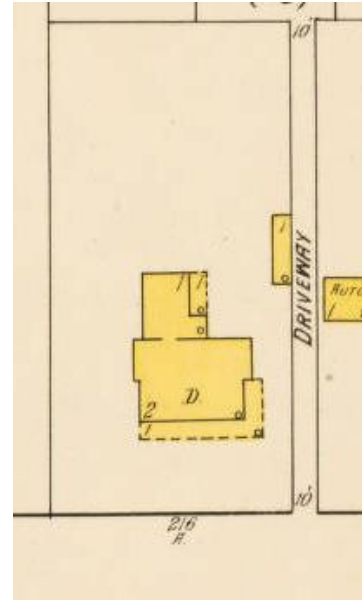
Emily Vanek made a staff presentation. She displayed the history of Certificates of Appropriateness for the property.

Staff Findings

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

- 1) The applicants have requested approval to install a 14’ by 28’ prefabricated garage. The garage would be located in the rear yard at the end of the driveway where a garage was once located. The location of the garage meets Standard 3.6.7.

- 2) The former garage was a square, 20' by 20' building with a hipped roof. The 1922 Sanborn map shows a smaller, linear structure, showing the former garage was not an original structure to the property. Standard 3.6.4 states that if a historic garage is missing, then it should be rebuilt using accurate documentation. The proposed garage is more similar to the footprint of the original garage than the most recent garage.
- 3) The materials of the garage include Smart LP lap siding (an engineered wood product with 7/16" thickness), vinyl windows, 9-lite fiberglass door, asphalt shingles, and fiberglass garage door. Standard 5.3.1 states that materials that are similar to those commonly found in the district are appropriate for new construction. Standard 5.3.2 states that contemporary substitute materials that mimic historic materials may be used on a case-by-case basis. The garage has non-operable window shutters, while the house has operable window shutters.



Staff Recommendations

Based on the preceding findings, staff recommends that the Commission approve H-55-2021 at the house located at 218 West Horah Street, within the West Square Local Historic District (Parcel ID: 010 172) subject to the following conditions:

- 1) The garage shall be constructed of wooden siding, wooden windows, and have a wooden door. The inoperable window shutters shall be removed from the design;
- 2) The garage shall be painted a color that is compatible with the house. The applicant shall receive a Minor Work COA for the paint color;
- 3) The applicant shall receive, prior to commencement of the work, all other required permits or permissions from governmental agencies, including but not limited to a zoning permit from Development Services;
- 4) Commission staff shall review and approve any revisions or deviations to any other portion of the as-submitted work that qualifies as a Minor Work, prior to commencement of that portion of the project.

Applicant Testimony

Michael and Phyllis Ehart were sworn in.

Mr. Ehart explained that the new garage would be situated offset to the left from the road, and not visible from the street. It will be on the driveway side of the back yard, in a similar situation to the previous structure shown on the map. The door will face the driveway.

Public Comment

None.

Deliberation

The Commission was divided on issues relating to guidelines and appropriateness of the materials used to construct the new garage, particularly, the roof. They noted that the Staff Conditions state that wood should be used, and that the applicants can return with a new plan using allowable materials. The previous garage that was demolished in 2002 had a hipped roof. Some Commissioners commented that the HPC has approved many garages, and that this one is not visible from the street.

The Commission had no issues with the proposed lights.

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-55-2021

- 1) That Phyllis and Michael Ehart, owners/applicants, appeared before the Commission and sought a Certificate of Appropriateness for the property located at 218 West Horah Street and designated within the West Square Local Historic District.
- 2) The proposed project is incongruous as detailed in the application and staff findings numbers 1-3 and incorporated herein; no additional evidence or testimony was provided.
- 3) The findings are subject to the 4 conditions recommended by staff and incorporated herein; additional conditions would be that in consideration of Standards 3.6.4 and 3.6.6 the design needs to be compatible with the character of the main building, therefore, the applicant would be requested to submit a design that takes that into account for approval."

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

Roll Call: Steve Cobb (AYE), Eugene Goetz (AYE), Sue McHugh (AYE), Jon Planovsky (AYE), Larry Richardson (AYE), Andrew Walker (AYE), Acey Worthy (AYE).

Action

Steve Cobb continued, "I, therefore, move based on the testimony presented, the adopted Findings of Fact and the adopted Historic Design Standards that the Commission **deny** H-55-2021 based on the following: the design is not compatible with the historic character of the main building. The light fixtures are **approved**.

Jon Planovsky seconded the MOTION with members present VOTING (4-3)

Roll Call: Steve Cobb (AYE), Eugene Goetz (AYE), Sue McHugh (NO), Jon Planovsky (NO), Larry Richardson (NO), Andrew Walker (AYE), Acey Worthy (AYE).

H-56-2021, Heilig-Hennessee House, 324 West Thomas Street, Craige and Teresa Myers, Owners/Applicants; (Parcel ID: 015 166)

Request

Construct storage shed.

Identification of Property

Emily Vanek made a staff presentation. She displayed the history of Certificates of Appropriateness for the property.

Staff Findings:

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

- 1) The applicants have requested approval to construct a 10' by 14' storage shed in the rear yard. The shed will be located in the rear yard. This location meets Standard 3.6.7.
- 2) The shed will be constructed with wooden vertical barn siding, wooden windows, a wooden door, and asphalt shingles. The applicants have located salvaged windows and door to be installed on the shed. These materials meet Standard 3.6.6. The applicant has proposed to paint the wooden siding a red color to match the bricks. Red is an appropriate color for the house, according Chapter 3.9: Paint and Color.
- 3) The applicant has proposed painting the white siding in the back of the house the same red color as the shed. Red is appropriate according to the color standards found in Chapter 3.9.

Staff Recommendations:

Based on the preceding findings, staff recommends that the Commission approve H-56-2021 at the Heilig-Hennessee House located at 324 West Thomas Street, within the West Square Local Historic District, (Parcel ID: 102 474) subject to the following conditions:

- 1) The applicant shall receive, prior to commencement of the work, all other required permits or permissions from governmental agencies;
- 2) Commission staff shall review and approve any revisions or deviations to any other portion of the as-submitted work that qualifies as a Minor Work, prior to commencement of that portion of the project.

Applicant Testimony:

Steve Myers recused himself from the dais, as he had spoken previously to the applicant. Sue McHugh made the motion, and the members voted in favor. Craige Myers was sworn in.

Mr. Myers had no additional testimony and the Commissioners had no questions. The applicants expressed their appreciation for Emily Vanek's expertise and assistance.

Public Comment:

None.

Deliberation:

The Commission had no concerns.

Findings of Fact:

Jon Planovsky 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-56-2021**

- 1) That Craige and Teresa Myers, owners/applicants, appeared before the Commission and sought a Certificate of Appropriateness for the property located at 324 West Thomas Street and designated within the West Square Local Historic District.
- 2) The proposed project is not incongruous as detailed in the application and staff findings numbers 1-3 and incorporated herein; no additional evidence or testimony was provided.
- 3) The findings are subject to the 2 conditions recommended by staff and incorporated herein; no additional conditions are required.”

Larry Richardson seconded the MOTION with all members present VOTING AYE. (6-0)

Roll Call: Eugene Goetz (AYE), Sue McHugh (AYE), Jon Planovsky (AYE), Larry Richardson (AYE), Andrew Walker (AYE), Acey Worthy (AYE).

Action:

Jon Planovsky continued; “I, therefore, move based on the testimony presented, the adopted Findings of Fact and the adopted Historic Design Standards that the Commission **approve** H-56-2021 subject to the conditions detailed in the Findings of Fact.

Sue McHugh seconded the MOTION with all members present VOTING AYE. (6-0)

Roll Call: Eugene Goetz (AYE), Sue McHugh (AYE), Jon Planovsky (AYE), Larry Richardson (AYE), Andrew Walker (AYE), Acey Worthy (AYE).

H-57-2021, 317-319 East Liberty Street and 0 Depot Street, Gray Stout, AIA, Applicant/Agent; Rowan Helping Ministries and Robert Miller, Owners; (Parcel ID: 010 278A, 010 278B, 010 26202)

Request

Demolition and construction of new buildings.

Identification of Property

Emily Vanek made a staff presentation. There is no history of Certificates of Appropriateness for the property.

Staff Findings:

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

Demolition

- 1) The applicant has requested approval to demolish 317 East Liberty Street, one of the two existing buildings at the site. The façade that faces the train tracks of both buildings will be preserved, along with the awnings and wooden dock, which will be rebuilt with exact match materials. The demolition should follow Standard 6.5.2, which states that there should be a record made of the property and that salvageable materials should be identified and recovered. HPC has the authority to delay demolition by up to 365 days.

Building A (319 East Liberty Street)

- 2) The building located at 319 East Liberty Street will remain.

Building B (317 East Liberty Street) – New Construction

- 3) The applicant has requested approval to construct a new building. This building will use the front façade and retain the loading dock and awning of the demolished building. The proposed building will be built in the footprint of the existing building.
- 4) The building will be finished with brick veneer, brick corbels, wooden double hung windows, brick sills, and metal doors. Metal awnings will be installed above each door. These meet Standard 5.3.1, which states that materials for new construction should be similar to those commonly found in the district. Standard 4.7.14 states that metal awning are generally not appropriate unless they are compatible with the historic character of the building. The building has a flat roof, which is appropriate according to Standard 5.2.4.

Building C (0 Depot Street) – New Construction

- 5) An additional building is proposed at 0 Depot Street. This building uses the same materials as the proposed Building B, but uses metal siding as an accent wall material. This siding meets Standard 5.3.1. The building has a flat roof, which is appropriate according to Standard 5.2.4.
- 6) The proposed building would be constructed at an angle, roughly following the parcel line. This meets Standards 5.1.1 and 5.1.2. The size and scale of this building is similar to Buildings A and B, which is appropriate according to Standard 5.2.1, 5.2.2, and 5.2.7.
- 7) A space for a future wall mural has been reserved for the side elevation. Three gooseneck light fixtures will be installed above the area. Standard 4.6.1 states that artwork should be appropriately scaled for its location and Standard 4.6.9 states that accessories to artwork should not unobtrusive. The selected lighting style meets Standard 4.3.2 because gooseneck fixtures are found throughout the district,

Wooden Deck and Concrete Accessibility Ramp

- 8) A triangular, wooden deck is proposed between Building B and Building C. The deck will extend to the entries for each unit. The deck will not connect to the loading dock. According to Standard 5.5.9, unfinished lumber or decking is not appropriate finished appearance for a deck. The deck will have complete cable and metal railings.
- 9) An accessibility ramp constructed of concrete is proposed on the side elevation of Building C. Standard 3.8.2 states that accessibility requirements should be met in ways that do not diminish the historic character of the building.

Parking Area

- 10) Six parking spots are proposed behind Building A and Building B. Standard 5.1.7 states that new parking should be located at the rear of the building. This parking area would be accessible from the existing parking area behind the site.





Staff Recommendations:

Based on the preceding findings, staff recommends that the Commission approve H-57-2021 at the R.B. Miller Building and Vacant lot located at 315-317 East Liberty Street and 0 Depot Street, within the Downtown Local Historic District, (Parcel ID: 010 278A, 010 278B, 010 26202) subject to the following conditions:

- 1) The deck shall be stained an appropriate color;
- 2) The applicant shall receive, prior to commencement of the work, all other required permits or permissions from governmental agencies;
- 3) Commission staff shall review and approve any revisions or deviations to any other portion of the as-submitted work that qualifies as a Minor Work, prior to commencement of that portion of the project.

Applicant Testimony:

Gray Stout was sworn in.

Mr. Stout explained that the new construction would be transitional housing, 12 single occupancy apartments for Rowan Helping Ministries. The new buildings will be situated at an angle to each other to provide interesting space for the residents. Solar panels and mechanical units will be on the roof, and set back so they aren't visible.

He showed the Commission photos showing the state of the roof on the section slated for demolition, and that he will salvage as much material as possible.

In response to questions, Mr. Stout said the demolition will include two walls, the roof, and the floor. A wooden deck will be located between the buildings; it will be elevated, with steps. A landscaping plan will be submitted for the certificate of occupancy. Parking will be at the basement level, with access through the alleyway. A handicap ramp will run up the side of the building.

The Rowan Helping Ministries offices and laundry will be located in one building. There will be 6 parking spaces, since the residents will not be expected to own cars.

The new construction will include wood with brick veneer. Mr. Stout feels he can find brick that will match the existing material. The new buildings will be similar, but not exact replicas of the existing ones. He plans to use a variety of materials to break up the façade.

Members requested the ghost sign be left alone, and not painted. Mr. Stout said the planned artwork for the brick façade will be selected by a committee, and they will return for approval, so the question of painting directly on the brick can be addressed.

Public Comment:

Sada Stewart was sworn in. She spoke as Director of Historic Salisbury Foundation in support of the project. HSF has watched as the buildings decayed, and were concerned about their safety. She is happy they are salvaging portions of the structure and appreciate Mr. Stout and Rowan Helping Ministries allowing HSF to be part of the planning for the project. They are thrilled to see something amazing happen to this property.

Steve Cobb was sworn in. Mr. Cobb spoke on behalf of Historic Salisbury Foundation. He is familiar with the sound structure of Building A and the deterioration of Building B, and reiterated Ms. Smith's testimony. HSF donated the lot that will house Building C as an incentive to save the buildings and complete the project.

Deliberation:

The Commission discussed the Standard that states it is inappropriate to paint brick. The artwork will be decided later, and a separate COA will be submitted.

They agreed that the project fits the aesthetic of the area, as well as the critical nature of a landscaping plan and lighting for the parking area.

Findings of Fact:

Jon Planovsky 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-57-2021**

- 1) That Gray Stout, agent for Rowan Helping Ministries, owner/applicant, appeared before the Commission and sought a Certificate of Appropriateness for the properties located at

317-319 East Liberty Street and 0 Depot Street and designated within the Downtown Local Historic District.

- 2) The proposed project is not incongruous as detailed in the application and staff findings numbers 1-10 and incorporated herein; testimony was provided by Sada Stewart and Steve Cobb, representing Historic Salisbury Foundation, both spoke in favor of the application.
- 3) The findings are subject to the 3 conditions recommended by staff and incorporated herein; condition 1 is removed, and an additional condition is added requesting a lighting and landscaping plan be provided. Artwork will be submitted as a separate COA.”

Sue McHugh seconded the MOTION with all members present VOTING AYE. (6-0)

Roll Call: Eugene Goetz (AYE), Sue McHugh (AYE), Jon Planovsky (AYE), Larry Richardson (AYE), Andrew Walker (AYE), Acey Worthy (AYE).

Action:

Jon Planovsky continued; “I, therefore, move based on the testimony presented, the adopted Findings of Fact and the adopted Historic Design Standards that the Commission **approve** H-57-2021 subject to the conditions detailed in the Findings of Fact. “

Sue McHugh seconded the MOTION with all members present VOTING AYE. (6-0)

Roll Call: Eugene Goetz (AYE), Sue McHugh (AYE), Jon Planovsky (AYE), Larry Richardson (AYE), Andrew Walker (AYE), Acey Worthy (AYE).

Jon Planovsky made a motion to bring Steve Cobb back to the dais. It was approved.

H-59-2021, Samuel T. Trexler House, 519 South Fulton Street, Stephen and Lina Drinkard, Owners/Applicants; (Parcel ID: 015 168)

Request

Replace concrete driveway with stamped concrete.

Identification of Property

Emily Vanek made a staff presentation. She displayed the history of Certificates of Appropriateness for the property.

Staff Findings:

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

- 1) The applicant has requested approval to replace the existing circular and straight driveway with stamped concrete. The proposed design is a stone fan pattern with a red-stained brick border. Standard 4.2.10 states that there are examples of stamped concrete driveways in the districts. This Standard does not address the red stain. The stamped concrete may not

extend into the right-of-way (sidewalk or driveway apron), according to the Land Development Ordinance.

Staff Recommendations:

Based on the preceding findings, staff recommends that the Commission approve H-59-2021 at the Samuel T. Trexler House located at 519 South Fulton Street, within the West Square Local Historic District (Parcel ID: 015 168) subject to the following conditions:

- 1) The stamped concrete shall not extend into the right-of-way, including the driveway aprons and sidewalk. These portion shall remain non-stamped with a standard broom finish;
- 2) The applicant shall receive, prior to commencement of the work, all other required permits or permissions from governmental agencies;
- 3) Commission staff shall review and approve any revisions or deviations to any other portion of the as-submitted work that qualifies as a Minor Work, prior to commencement of that portion of the project.

Applicant Testimony:

Stephen and Lina Drinkard were sworn in.

Mr. Drinkard testified that the current concrete is in extreme disrepair, and that the stamped concrete will be fashioned in a compatible manner to the house.

In response to questions, Mr. Drinkard said the footprint will be the same as the current driveway. He must request sidewalk repair from Public Works.

Public Comment:

None.

Deliberation:

The Commission discussed the use of stamped concrete in such a prominent location as a driveway, and that it is used at other properties in the vicinity.

Findings of Fact:

Sue McHugh 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-59-2021**

- 1) That Stephen and Lina Drinkard, owners/applicants, appeared before the Commission and sought a Certificate of Appropriateness for the property located at 519 South Fulton Street and designated within the West Square Local Historic District.
- 2) The proposed project is not incongruous as detailed in the application and staff findings number 1 and incorporated herein; no further evidence or testimony was provided.

- 3) The findings are subject to the 3 conditions recommended by staff and incorporated herein; with the additional condition that the sidewalk remain unstamped and unstained.”

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

Roll Call: Steve Cobb (AYE), Eugene Goetz (AYE), Sue McHugh (AYE), Jon Planovsky (AYE), Larry Richardson (AYE), Andrew Walker (AYE), Acey Worthy (AYE).

Action:

Sue McHugh continued; “I, therefore, move based on the testimony presented, the adopted Findings of Fact and the adopted Historic Design Standards that the Commission **approve** H-59-2021 subject to the conditions detailed in the Findings of Fact.”

Larry Richardson seconded the MOTION with members present VOTING (6-1).

Roll Call: Steve Cobb (AYE), Eugene Goetz (AYE), Sue McHugh (AYE), Jon Planovsky (AYE), Larry Richardson (AYE), Andrew Walker (NO), Acey Worthy (AYE).

H-60-2021, Della Villa Tourist Home, 1101 North Main Street; Sharetha Holamn Cooper and Larry Cooper, Applicants; Freedom Properties NC. LLC, Owner; (Parcel ID: 015 168)

Request

Replace windows, remove wooden staircase, remove doors, replace bricks, remove concrete slab, and cut new curb cut and put in new parking area.

Identification of Property

Emily Vanek made a staff presentation. There is no history of Certificates of Appropriateness for the property.

Staff Findings:

Staff finds the following elements of the project to be not incongruous with the character of the North Main Street Local Historic District:

- 1) The applicant has requested permission to replace 9 windows around the house. The replacement window are double hung, 6-over-6, wooden windows. These windows meet Standard 3.3.3.
- 2) The property currently has eight exterior door, as the property was once an eight-unit building. The property owners would like to transition to a four-unit building. The applicant has proposed removing four exterior doors and bricking in the areas. The applicant has brought in a sample brick. There is evidence of previous door filling on the building. Standard 3.3.9 states that door openings should not be filled if it would diminish the historic character of the building. None of the doors proposed to be removed are on the primary façade.

- 3) The applicant has requested approval to remove the wooden staircase on the northern side of the property. The two doors that the staircase leads to have been proposed for removal, so the staircase will not serve a purpose. The applicant has also requested to remove the concrete pad on the northern side of the property. The concrete is deteriorated and is in the same location as the proposed parking area.
- 4) The applicant has requested approval to put in a new parking area and driveways. The parking area and driveways would be surfaced with asphalt. The parking area would be located in the northern side yard. Standard 4.2.4 states that new parking areas should not be located in the front yard. The driveway would extend from the existing curb cut on Henderlite Street to North Main Street. A new curb cut will need to be made on North Main Street. If new curbing is necessary, it should be granite curbing, according to Standard 4.1.1. The applicant's drawing shows some landscaping, but a landscape plan has not been submitted. Standard 4.2.6 states that perimeter planting strips should be included in new parking areas and Standard 4.2.7 states that new parking areas should be screened from adjacent properties with fencing or shrubbery.

Staff Recommendations:

Based on the preceding findings, staff recommends that the Commission approve H-60-2021 at the Della Villa Tourist House located at 1101 North Main Street, within the North Main Street Local Historic District (Parcel ID: 007 052) subject to the following conditions:

- 1) All windows shall be constructed of wood. The applicant shall submit detailed window specification to staff prior to installation;
- 2) Granite curbing shall be used for the new curb cut;
- 3) The applicant shall receive, prior to commencement of the work, all other required permits or permissions from governmental agencies;
- 4) Commission staff shall review and approve any revisions or deviations to any other portion of the as-submitted work that qualifies as a Minor Work, prior to commencement of that portion of the project.

Applicant Testimony:

Larry Cooper was sworn in.

Mr. Cooper corrected the application to say that 3 windows were being removed instead of 4. He plans to renovate the house to include 2 one-bedroom apartments upstairs and 2 two-bedroom apartments downstairs.

In response to questions, he pointed out on photographs which doors and windows were to be removed. The front door will remain, as the front room will be used for a mail room. Parking will take up the majority of the property, with 4 spaces in the lot and 2 on-street spaces. Landscaping will be installed to screen the parking lot from view. He does not yet have a lighting plan for the parking lot, but will provide one for a future review.

The curb cut has already been approved, and he provided a brick sample for the Commission.

Public Comment:

None.

Deliberation:

The Commission wanted to ensure the applicant would use true wooden divided light windows, and that plans would be provided for parking and exterior lighting, and landscaping.

Findings of Fact:

Sue McHugh 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-60-2021

- 1) That Larry Cooper, owner/applicant, appeared before the Commission and sought a Certificate of Appropriateness for the property located at 1101 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 findings numbers 1-4 and incorporated herein; no further evidence or testimony was provided.
- 3) The findings are subject to the 4 conditions recommended by staff and incorporated herein; the additional conditions to be applied is that the applicant should return with landscaping plans for the parking lot, parking lot lighting plans, and exterior lighting plans; and that the windows that are being replaced should have true divided light with exterior muntins to match the existing windows.”

Steve Cobb seconded the MOTION with all members present VOTING AYE. (7-0)

Roll Call: Steve Cobb (AYE), Eugene Goetz (AYE), Sue McHugh (AYE), Jon Planovsky (AYE), Larry Richardson (AYE), Andrew Walker (AYE), Acey Worthy (AYE).

Action:

Sue McHugh continued; “I, therefore, move based on the testimony presented, the adopted Findings of Fact and the adopted Historic Design Standards that the Commission **approve** H-60-2021 subject to the conditions detailed in the Findings of Fact.

Larry Richardson seconded the MOTION with members present VOTING (6-1).

Roll Call: Steve Cobb (AYE), Eugene Goetz (AYE), Sue McHugh (AYE), Jon Planovsky (AYE), Larry Richardson (AYE), Andrew Walker (NO), Acey Worthy (AYE).

HISTORIC LANDMARK APPLICATIONS

One new application has been received. The Commission expressed surprise at the \$800 application fee, feeling it would be prohibitive and prevent more applications. Hannah Jacobson explained that it matches the fee for rezoning, and was adopted by City Council with the new fee schedule. The issue can be brought before Council when a new budget is proposed.

OTHER BUSINESS

Minor Works Report

The Minor Works report was approved.

Approval of Minutes

Minutes for October 14, 2021 were approved.

Historic Preservation Incentive Grants

All grants have been funded. The Committee used a point system to award the grants.

ADDRESS	DISTRICT	APP. DATE	LOW OR MODERATE INCOME	PROJECT \$	ELIGIBLE \$	GRANT \$	%	POINTS	PROJECT NOTES
1016 Scales Street	NMain	Oct. 1	Yes	\$ 9,400.00	\$ 3,750.00	\$ 3,750.00	40%	69.4	replace steps, walkway, replace rear door
428 North Ellis Street	Ellis	Sept. 30	No	\$ 14,000.00	\$ 2,500.00	\$ 2,200.00	16%	69	repair/replace wooden features
419 South Ellis Street	WSQ	Oct. 1	Yes	\$ 3,800.00	\$ 2,850.00	\$ 2,850.00	75%	63.8	repaint
302 South Ellis Street	WSQ	Sept. 30	No	\$ 2,695.00	\$ 1,347.50	\$ 1,300.00	48%	57.6	repair/replace wooden features
425 West Fisher Street	WSQ	Sept. 29	No	\$ 9,000.00	\$ 2,500.00	\$ 1,900.00	21%	44	replace flat roof section
527 West Liberty Street	Ellis	Oct. 15	Yes - need docs	\$ 9,840.00	\$ 2,500.00	\$ 1,900.00	19%	44	replace porch steps, paint porch
507 South Fulton Street	WSQ	Sept. 28	No	\$ 6,500.00	\$ 2,500.00	\$ 1,800.00	28%	41.5	repair and replace brick in carport
318 West Thomas Street	WSQ	Sept. 30	No	\$ 5,100.00	\$ 2,500.00	\$ 1,000.00	20%	40.1	Front porch roof repair and painting
1013 North Main Street	NMain	Oct. 1	Yes - need docs	\$ 5,000.00	\$ 2,500.00	\$ 1,000.00	20%	40	add railing on steps, repaint green portions black
214 East Bank Street	BSS	Oct. 1	Yes - need docs	\$ 1,000.00	\$ 500.00	\$ 500.00	50%	36	repaint
g 229 West Bank Street	WSQ	Sept. 29	No	\$ 8,488.30	\$ 2,500.00	\$ 1,300.00	15%	33.4	replace iron fencing, retain granite posts
126 East Steele Street	NMain	Oct. 1	No	\$ 3,250.00	\$ 1,625.00	\$ 500.00	15%	28	install fence
Totals				\$ 78,073.30	\$ 27,572.50	\$ 20,000.00			

Standards Update Staff Report

Ms. Vanek brought examples of Hardie board for the Commissioners to examine. Once they approve the draft, the public will be invited to comment.

Jon Planovsky made a motion to approve the Standards Update, Eugene Goetz seconded, and the motion passed unanimously.

The memo is attached to the printed copy of the minutes.

Other Business

Ms. Vanek shared updates to the Historic Preservation page on the City's website. The Commission was very impressed, with her improvements, and suggested a mention of the distinction between Historic Preservation Commission and Historic Salisbury Foundation.

The site can be found at <https://salisburync.gov/Government/Community-Planning-Services/Historic-Preservation>

Next Meeting

The next meeting will be held on Thursday, December 9, 2021 at 5:15 pm.

ADJOURNMENT

The meeting adjourned at 8:13 p.m.

Andrew Walker, Chair

Jennifer Pfaff, Secretary