

704 E Franklin Street – Summary Record of Historic District Commission Decision

Prepared by Becky McDonnell, Planner – September 6, 2018

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2. Staff Report from March 13, 2018 Historic District Commission Meeting – **page 41**
3. Video Link to March 13, 2018 Historic District Commission Meeting
http://chapelhill.granicus.com/MediaPlayer.php?view_id=7&clip_id=3455
(Time Stamp 2:18:30-3:06:38)
4. Transcript of March 13, 2018 Historic District Commission Meeting – **page 43**
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6. Certificate of Appropriateness Denial Letter dated March 22, 2018 – **page 87**
7. Town of Chapel Hill Land Use Management Ordinance Sections 3.8 & 8.4 – **page 92**
8. Design Guidelines for the Chapel Hill Historic Districts – **page 105**
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1. After-the-Fact Certificate of Appropriateness Application



QUESTIONS?
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Chapel Hill Historic District Certificate of Appropriateness Application	Project:	Grisham House 704 E Franklin St. Chapel Hill, NC
	Permit:	201715627
	STAFF REVIEW	
	<input type="checkbox"/> Application complete and accepted	
	<input type="checkbox"/> Application not complete and returned with a notation of deficiencies	
BY:		
DATE:		
<p>Instructions: Submit one paper copy and a digital copy of all application materials collated in one file (pdf preferred)</p> <p>Deadlines: Applications are due by the close of business 30 calendar days prior to the scheduled meeting date.</p> <p>Note: Only complete applications may be accepted for Certificate of Appropriateness review. Applications that are not complete will be returned with a notation of deficiencies.</p>		

A: Property Information			
Property Address:	704 E Franklin St, Chapel Hill, NC 27514	Parcel ID Number:	9877-78-1421
Property Owner(s):	Oakwood Properties, INC.	Email:	samcayhall55@gmail.com
Property Owner Address: P.O. Box 270			
City:	North Garden	State:	VA
Zip:	22959	Phone:	
Historic District: <input type="checkbox"/> Cameron-McCauley <input checked="" type="checkbox"/> Franklin-Rosemary <input type="checkbox"/> Gimghoul			Zoning District: R-2

B: Applicant Information			
Applicant: BuildSense, INC.	Role (owner, architect, other): General Contractor		
Address (if different from above): 502 Rigsbee Ave, Suite 201			
City:	Durham	State:	NC
Zip:	27701		



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Email: mhayes@buildsense.com	Phone: (919)937-8769
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C. Application Type (check all boxes that apply)

Minor Work Exterior works that do not involve any substantial alterations, and do not involve additions or removals that could impair the integrity of the property and/or the district as a whole. See [Design Guidelines](#) (p. 69) for a list of minor works.

Historic District Commission Review Includes all exterior changes to structures and features other than minor works

Site-work only (walkways, fencing, walls, etc.) **After-the-fact application** (for unauthorized work already performed).

Restoration or alteration **Demolition or moving of a site feature.**

New construction or additions **Request for review of new application after previous denial**

Sign

D. Basic information about size, scale, and lot placement.

Provide measurements in feet and square feet where applicable. Where possible, please provide accurate measurements from a licensed surveyor, architect, engineer, etc. If exact measurements are not available, please provide estimated information. Current estimated information about lots and buildings can be found on the [Orange County Real Estate Data](#) website. Information about lot placement can be found on the [Chapel Hill](#) and [Orange County Interactive GIS](#) portals.

Zoning District:	Minimum setbacks			Maximum heights		Lot size	
	Street	Interior	Solar	Primary	Secondary		
Required by zoning							
Proposed							
	Existing	Change +/-	Total	Total Floor Area Ratio			
Floor Area (main structure)				Existing	Proposed	ISA/NLA ratio	
Floor Area (all other)						Existing	Proposed
Impervious Surface Area (ISA)							
New Land Disturbance							



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E: Applicable Design Guidelines

The Town’s [Design Guidelines for the Chapel Hill Historic Districts](#) are integral to the application and review process. These guidelines supplement the required review criteria for Certificate of Appropriateness applications (provided in [Section 3.6.2\(e\)\(4\)](#) of the Land Use Management Ordinance) by providing detailed, practical considerations for how to make changes to properties while preserving the special character of their Historic District context. Please review the Design Guidelines and consider their applicability to your proposed project. (Attach additional sheets, as necessary.)

Section/Page	Topic	Brief description of the applicable aspect of your proposal
3/32-33	Architectural Metals	New roof finishes congruent with existing character of Franklin-Rosemary Historic District.



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F. Checklist of Application Materials

Attach the required elements in the order indicated.	ATTACHED? TO BE COMPLETED BY APPLICANT		TO BE COMPLETED BY TOWN STAFF		
	YES	N/A	YES	N/A	NO
<p>1. Written description of physical changes proposed. Describe clearly and in detail the physical changes you are proposing to make. Identify the materials to be used (siding, windows, trim, roofing, pavements, decking, fencing, light fixtures, etc.), specify their dimensions, and provide names of manufacturers, model numbers, and specifications where applicable.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>2. History, context, and character information. Please include a summary of what information you have relied on to understand the relevant character and history of the district and subject property—and briefly summarize that information. At a minimum, include:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Current property information for the lot and all structures, including Building Sketches and Building Details, from Orange County Real Estate Data. <input checked="" type="checkbox"/> The entry of your property on the most recent inventory of historic resources in the relevant National Register for Historic Places filing, available via the NC State Historic Preservation Office website: for McCauley-Cameron see West Chapel Hill, for Franklin-Rosemary see Chapel Hill Historic District, for Gimghoul see Gimghoul. (If yours is one of the few properties in McCauley-Cameron or Franklin-Rosemary that has not yet been inventoried, please indicate that.) 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>3. Justification of appropriateness. Attach an annotated statement explaining how the proposed change(s) meets the following standards of appropriateness that the Commission considers in making findings of fact indicating the extent to which the application is or is not congruous with the historic aspects of the historic district. If a standard is not applicable, type “not applicable”.</p> <ul style="list-style-type: none"> A. The height of the building in relation to the average height of the nearest adjacent and opposite buildings. B. The setback and placement on lot of the building in relation to the average setback and placement of the nearest adjacent and opposite buildings. C. Exterior construction materials, including texture and pattern. D. Architectural detailing, such as lintels, cornices, brick bond, and foundation materials. E. Roof shapes, forms, and materials. F. Proportion, shape, positioning and location, pattern, and size of any elements of fenestration. G. General form and proportions of buildings and structures. H. Appurtenant fixtures and other features such as lighting. I. Structural conditions and soundness. 	<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



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J. Architectural scale.					
4. Photographs of existing conditions are required. Minimum image size 4" x 6" as printed or the digital equivalent. Maximum 2 images per page.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Site Plan Set showing existing and proposed conditions. (Min. scale: 1 in. = 20 ft.) <input type="checkbox"/> Site plans must show the relationships between, and dimensions of, existing and proposed buildings, additions, sidewalks, walls, fences, driveways, and/or other structures on the property, as well as property lines and applicable zoning setbacks. <input type="checkbox"/> Include both written and drawn scales and show accurate measurements. You may also use a copy of a survey with surveyor's seal deleted. Revise the copy as needed to show existing conditions and your proposed work. <input type="checkbox"/> Indicate the area of all structural footprints (existing and proposed) in square feet; also, indicate lot size in square feet.	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Elevation Drawings showing existing structural facades and proposed changes. Drawings should be submitted as 11" x 17" or 8-1/2" x 11" reductions of full-size drawings. All details should be reasonably legible. Photographs are okay for facades with no changes. <input type="checkbox"/> Elevation drawings showing all proposed changes above current grade from front, back, and both sides. <input type="checkbox"/> Include scale bar, written scale, and label major dimensions (including width of structures and heights from finished grade to fascia/eaves and heights to top of roofs). <input type="checkbox"/> Label materials to be used (roofing, siding, windows, trim, light fixtures, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Information about context (required for all construction of new structures, proposed impervious surfaces greater than 1500 SF, additions greater than 150 SF, and/or proposed land disturbance greater than 5000 SF.) Detailed information about lots and structures can be found on the Orange County Real Estate Data website; information about lot placement can be found on the Chapel Hill and Orange County GIS portals. For each of the nearest adjacent and opposite properties, provide: <input type="checkbox"/> The height of each building (if an estimate, indicate that). <input type="checkbox"/> The setbacks and lots placement of each building (an image from the Town GIS database, including scale, is sufficient). <input type="checkbox"/> The size of each lot (net land area in square feet). <input type="checkbox"/> The size of all buildings on the nearest adjacent and opposite properties, including building footprint areas, Floor Areas (in square feet), and Floor Area Ratios. Provide current figures from Orange County Real Estate Data ; indicate any corrections for accuracy you believe necessary and your basis for doing so.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Demolition/Relocation Information (required only if demolition or relocation of a feature is proposed).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



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<ul style="list-style-type: none"> <input type="checkbox"/> Provide a written description of architectural features, additions, remodeling, and any alterations to the structure(s). Make note of any outbuildings on the site plan of the property. <input type="checkbox"/> Provide a history of the structure, giving the construction date and architect or carpenter, briefly noting any significant events, persons and/or families associated with the property. Provide current exterior photographs of the property (4" x 6" as printed or the digital equivalent). If information is unknown, please provide a summary of sources consulted. <input type="checkbox"/> If an argument about structural soundness is being made, attach a signed and sealed report from a professional engineer. <input type="checkbox"/> As necessary, attach a statement explaining how a delay in demolition would cause the property owner to suffer extreme hardship or be permanently deprived of all beneficial use or return from such property by virtue of the delay. <input type="checkbox"/> Provide any records about the structure to be demolished. 					
<p>9. Mailing notification fee per Planning & Sustainability Fee Schedule. For a list of addresses, please refer to the Town's Development Notification Tool.</p>	☒		☐	☐	☐
<p>10. Certificate of Appropriateness fee per Planning & Sustainability Fee Schedule</p>	☒		☐	☐	☐



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G: Applicant signature

I hereby certify that I am authorized to submit this application; that all information is correct to the best of my knowledge, and all work will comply with the State Building Code and all other applicable State and local laws, ordinances, and regulations.

I acknowledge and agree that the Historic District Commission members, Town employees, and Town agents may enter, solely in performance of their official duties and only at reasonable times, upon the applicant's property for examination or survey thereof pursuant to North Carolina General Statute 160A-400.8. However, no member, employee, or agent of the Historic District Commission may enter any private building or structure without the express consent of the owner or occupant thereof.

I understand and agree that an approved Certificate of Appropriateness is valid only for the particular application, plans, specifications and related project details presented to, and approved by, the Historic District Commission. If any of the data contained in this application, any plans or any specifications presented to the Commission are changed or altered for any reason, including, but not limited to, changes or alternations deemed practically necessary during construction, required due to subsequent Town reviews, or otherwise, a new hearing before the Historic District may be required. By signing below, the applicant agrees to notify the Development Services Center of any changes or alternations in the data contained in this application, the approved plans or the approved specifications related to the project that is the subject of this application.

Hearings on Certificate of Appropriateness applications before the Commission are quasi-judicial proceedings. Therefore, Historic District Commission members are not permitted to discuss a pending application with the applicant or other party. By signing below, the applicant agrees to refrain from speaking with or contacting any member of the Historic District Commission about an application outside of the formal evidentiary hearing on the application.

Michael Hayes

2/7/2018

Applicant (printed name)

Signature

Date

Property Owner

Signature

Date

(if different from above)



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Certificate of Appropriateness Supplemental Requirements

***In addition to [Residential](#) Zoning OR [Administrative](#) Zoning Compliance Permit Requirements**

Certificate of Appropriateness applications are subject to review and approval by the Historic District Commission as well as by Town staff. For assistance with this application, please contact the Chapel Hill Planning Department.

Please submit *all* materials listed on this sheet. The Historic District Commission meets on the second Tuesday of each month at 6:30 pm. For confirmation of a meeting date and the placement of your request on the agenda, please call the Planning Department. **Applications are due one month in advance of meeting.**

Application Process:

1. Historic District Commission Review of Certificate of Appropriateness (COA) Supplemental materials
2. Staff review of Residential / Administrative Zoning Compliance Permit (ZCP) materials

**COA (step 1) and ZCP (step 2) materials may be submitted simultaneously or separately.

Required Application Materials

(In addition to [Residential](#) Zoning Compliance Permit or [Administrative](#) Zoning Compliance Permit Requirements)

An Electronic copy of each document is required in addition to paper copies.

Provide a single set of the following materials:

- | | |
|---|--|
| ✓ | 1. Application Form. Either Residential Zoning Compliance or Administrative Zoning Compliance. |
| ✓ | 2. Recorded plat or deed verifying property's current ownership |
| | 3. Recorded plat of easements, right-of-way, and dedications, if applicable |
| ✓ | 4. Mailing List of Property Owners , applicable within 100 feet of property boundaries
The Town will prepare a formal notice to be mailed to surrounding property owners about the application. You may find it helpful to discuss the proposed changes with your neighbors in person so you can address their concerns both in your planning and presentation. |
| ✓ | 5. Mailing notification fee. The fee per address can be found on the Planning Department's Fee Schedule . |
| ✓ | 6. Certificate of Appropriateness fee per Planning Department's Fee Schedule |
| | 7. Reduced Site Plan Set (reduced to 8.5" x 11") |
| | 8. Building Elevations (label building height from top of roof to finished grade line) |
| | 9. Floor Plan, only if accessory apartment, duplex, or commercial application. |

(Continued)



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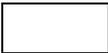


10. **Written Description**

Describe all proposed changes to the property, list all materials to be used, and address the criteria (listed below) that the Commission uses to determine appropriateness. Presenting your proposal with these criteria in mind will provide a clear basis for the Commission's deliberations.

- a) The height of the building in relation to the average height of the nearest adjacent and opposite buildings;
- b) The setback and placement of the building on the lot in relation to the average setback and placement of the nearest adjacent and opposite buildings;
- c) The exterior construction materials, including textures and patterns;
- d) The architectural detailing such as lintels, cornices, brick bond, and foundation materials;
- e) The roof shape, form, and materials;
- f) The proportion, shape, location, pattern, and size of any elements of fenestration (windows, doors);
- g) The general form and proportion of the buildings;
- h) The accessory fixture and other features (including lighting fixtures, hardware, awnings, etc.);
- i) The architectural scale in relation to existing structures and surrounding buildings; and
- j) Structural conditions and soundness.

Provide photographs of existing property and elevation drawings of the proposed changes. Depict changes in as much detail as possible, paying special attention to those features which the Commission uses to determine appropriateness. This section of the application allows the Commission to see the current state of the property, to visualize the proposed changes, and to assess the impact. The visual description must include dimensions. For new buildings and major additions, the visual description must include the interior floor plan.



11. **Information Regarding Surrounding Properties**

For new construction or large projects, the applicant is required to provide information on:

- The height of the nearest adjacent and opposite buildings;
- The setback and placement of the nearest adjacent and opposite buildings;
- The scale of the nearest adjacent and opposite buildings, including percentage of lot coverage.



12. **Demolition Information (if applicable)**

Provide a description of architectural features, additions, remodeling, and any alterations to the structure(s). Make note of any outbuildings on the site plan of the property. Provide a history of the structure, giving the construction date and architect or carpenter, briefly noting any significant events, persons, and/or families associate with the property.



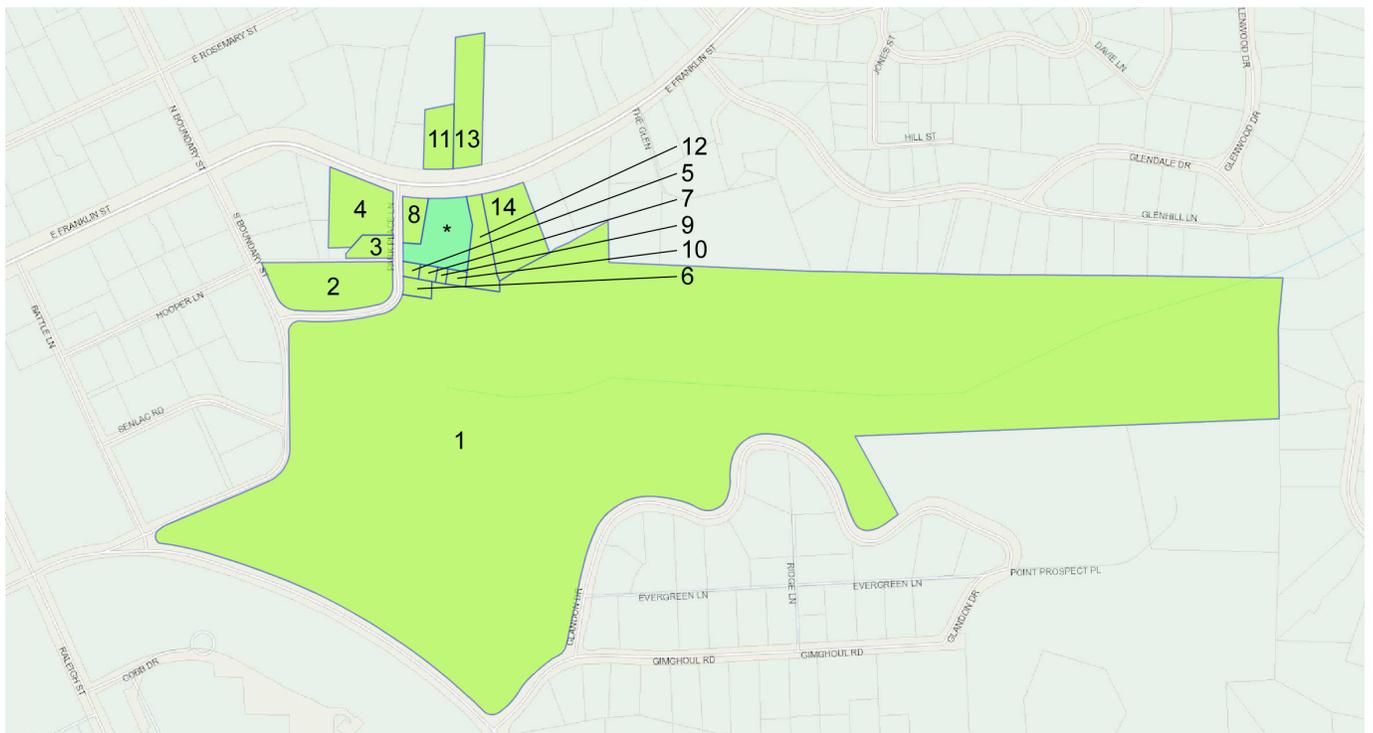
CERTIFICATE OF APPROPRIATENESS for the HISTORIC DISTRICT COMMISSION

For Approval – March 2018 HDC Meeting

Residence of John and Renée Grisham
704 E Franklin St.
Chapel Hill, North Carolina

4. MAILING OF PROPERTY OWNERS

1	9788543697	UNIVERSITY OF N C	PROPERTY OFFICE UNC	CHAPEL HILL	NC	27599
2	9788687271	UNIVERSITY OF N C	UNKNOWN ADDRESS	CHAPEL HILL	NC	27514
		PARK PLACE FELLOWSHIP				
3	9788688382	LLC	2702 FAIRVIEW RD	RALEIGH	NC	27608
4	9788688432	GILLINGS JOAN H	PO BOX 17341	DENVER	CO	80217
5	9788780226	BEADLE REBECCA WELLS	101 VIRGINIA DR	CHAPEL HILL	NC	27514
6	9788780240	UNIVERSITY OF N C	UNKNOWN ADDRESS	CHAPEL HILL	NC	27514
7	9788780275	BEADLE REBECCA WELLS	101 VIRGINIA DR	CHAPEL HILL	NC	27514
8	9788780432	MARTIN CLARKE S ETAL	3 BRIARCLIFF DR	ASHEVILLE	NC	28803
9	9788781225	BEADLE REBECCA WELLS	101 VIRGINIA DR	CHAPEL HILL	NC	27514
10	9788781284	BEADLE REBECCA WELLS	101 VIRGINIA DR	CHAPEL HILL	NC	27514
11	9788781607	EPTING ROBERT L	PO BOX 1329	CHAPEL HILL	NC	27514
12	9788782260	FLANAGAN MARY F	708 E FRANKLIN ST	CHAPEL HILL	NC	27514
		GORGONS HEAD LODGE				
13	9788782810	INC PRESIDENT	P O BOX 12791	RALEIGH	NC	27605
14	9788783461	BOWERS MARY ELLEN S	714 E FRANKLIN ST	CHAPEL HILL	NC	27514





CERTIFICATE OF APPROPRIATENESS for the HISTORIC DISTRICT COMMISSION

For Approval – March 2018 HDC Meeting

Residence of John and Renée Grisham
 704 E Franklin St.
 Chapel Hill, North Carolina

10. WRITTEN DESCRIPTION

The 704 E Franklin St Residence, also known as the Pratt-Wells House, was completed in 1905 by Joseph Pratt. Owned by numerous individuals over the years, including Dr. Warner Wells in the 1950s, the house has undergone several renovations, including the addition of the detached garage and entry stair on the South face of the house near Park Place.

The completed work includes the removal of the existing entry stair on the South face of the house; an extension of the existing West porch; the addition of a new entry stair more in character with the existing porch; and refinishing roof structures with standing seam copper metal, in congruence with the use of copper metal as a building material as described in the current Historic District Design Guidelines, Section III: Architectural Metals.

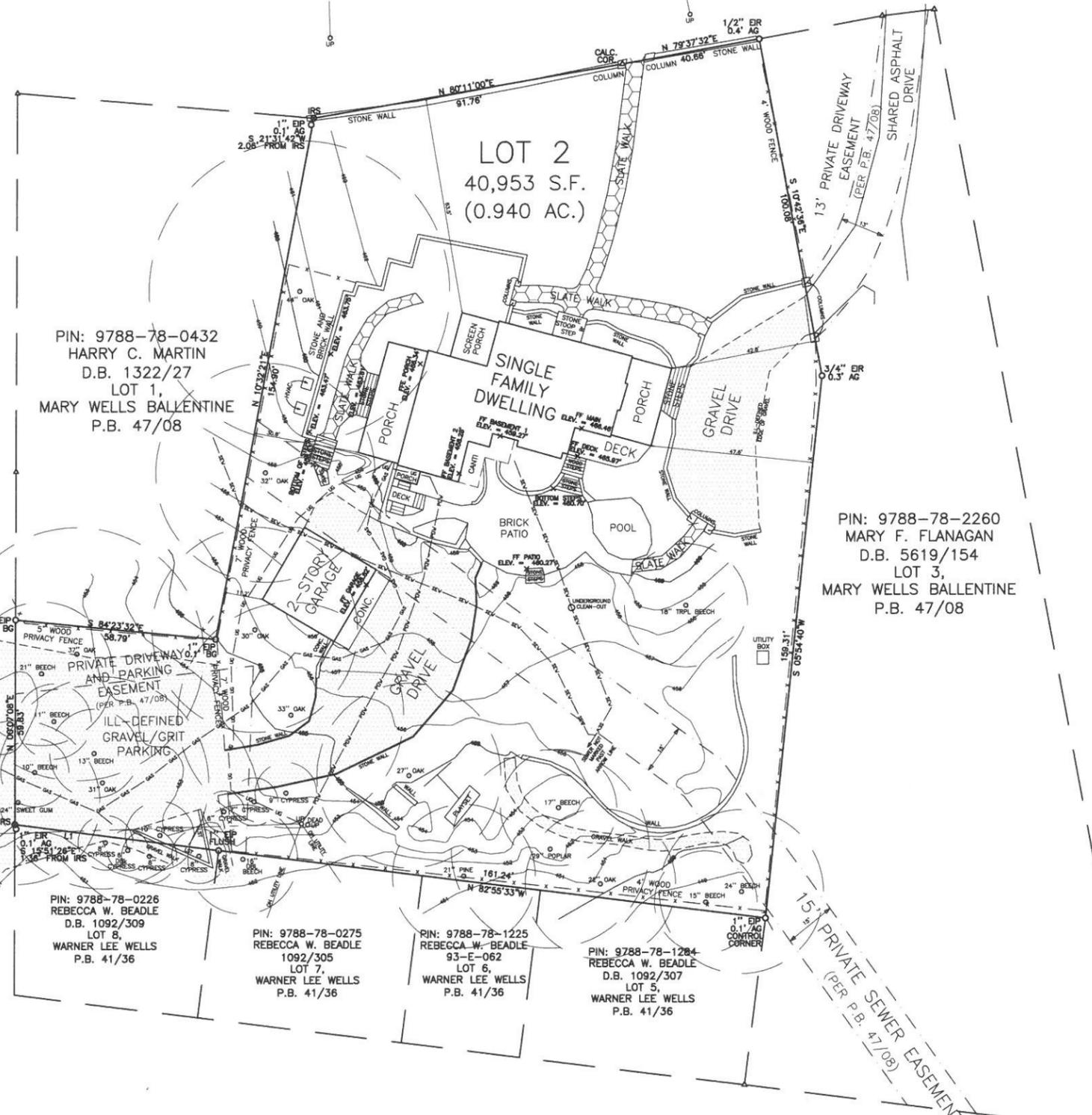
- a) *The height of the building in relation to the average height of the nearest adjacent and opposite buildings;*
 There is no change to the height of the existing structure. The total height of the addition is less than 20' above existing finished grade, resulting in no net increase of building height. The finished building height blends smoothly with the height of adjacent and opposite buildings.
- b) *The setback and placement of the building on the lot in relation to the average setback and placement of the nearest adjacent and opposite buildings;*
 The finished addition stays within the envelope of existing buildings. The setback and placement of the finished building on the lot does not change and continues to blend with the setbacks of adjacent and opposite buildings.
- c) *The exterior construction materials, including textures and patterns;*
 Utilized exterior construction materials duplicate materials used on subject home, as well as on homes within the Franklin-Rosemary Historic District, including textures and patterns.
- d) *The detailing such as lintels, cornices, brick bond, and foundation materials;*
 All architectural detailing are congruous with the existing structure.
 - i. Foundation: Parged masonry piers duplicate existing parged masonry piers.
 - ii. Porch Floor: Tongue and groove wood porch flooring duplicates existing porch flooring.
 - iii. Porch Columns: Custom-milled fluted 8x8 columns with scrolled capitals and standard bases duplicate existing columns.
 - iv. Porch Railing: Custom-milled painted wood railings and guards duplicate existing railings and guards, mounted in compliance with building code requirements.
 - v. Porch Ceiling: Wood porch ceiling duplicates existing porch ceiling finish.



- e) *The roof shape, form, and materials;*
The new porch roof form duplicates other roofs on the existing structure, finished in copper metal standing seam configuration.
- f) *The proportion, shape, location, pattern, and size of any elements of fenestration (windows, doors);*
The completed porch project does not change existing fenestration.
- g) *The general form and proportion of the buildings;*
For this addition, we were simply rebuilding an existing porch and stair in a style and with dimensions that are more in keeping with the existing building and more functional for the owner.
- h) *The accessory fixtures and other features (including lighting fixtures, hardware, awnings, etc);*
The accessory fixtures and features match existing as closely as possible while still maintaining building code compliance i.e. railing detail and height.
- i) *Structural conditions and soundness.*
There is no change to the structure of the building.
- j) *The architectural scale in relation to existing structures and surrounding buildings;*
There is minimal change to the architectural scale of the building and the proposed structure is congruous with the surrounding buildings.

E. FRANKLIN ST.
(100' PUBLIC R/W)

PARK PLACE LN.
(35' PUBLIC R/W)



FUTURE USE BY OWNERS OF LOTS 1, 2, & 3.
2) SUBJECT PROPERTY IS ZONED R2 PER TCH UDO.
3) R2 MINIMUM SETBACKS:
STREET = 26'
INTERIOR = 11'
SOLAR = 13'

IMPERVIOUS SURFACE:	
GRAVEL DRIVE, WALKS & PARKING	= 7,535 S.F.
HOUSE	= 2,025
PATIO & POOL AREA	= 1,388
SLATE WALKS	= 998
PORCHES	= 857
WALLS & COLUMNS	= 659
GARAGE	= 591
STONE STEPS AND STOOP	= 235
CONCRETE & ASPHALT	= 130
COVERED PLAYSET	= 48
HVAC	= 20
LUTILITY BOX	= 13
TOTAL	= 14,500 S.F.

DEVELOPER HAS SURVEILED AND REGULATED AS SHOWN FROM SOURCES NOTED HEREON; THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY IS 1:10,000; AND THAT THIS MAP MEETS THE REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA (21 NCAC 58.1600), THIS 9TH DAY OF NOVEMBER, 2016.

PRELIMINARY PLAT - NOT FOR RECORDATION, CONVEYANCES OR SALES

- GEND**
- 1) EXISTING IRON PIPE
 - 2) EXISTING IRON ROD
 - 3) IRON ROD SET
 - 4) CALCULATED CORNER
 - 5) TREE
 - 6) CRITICAL ROOT ZONE (IN UNC PARKING LOT)
 - 7) UTILITY POLE
 - 8) MAG NAIL
 - 9) BELOW GRADE
 - 10) ABOVE GRADE
 - 11) FINISHED FLOOR
 - 12) POWER
 - 13) FIBER OPTIC
 - 14) GAS
 - 15) SEWER
 - 16) OVERHEAD (UTILITY)



TOPOGRAPHIC SURVEY
PROPERTY OF
OAKWOOD PROPERTIES, INC.
PROPERTY ADDRESS: 704 E. FRANKLIN ST.

LOT 2, MARY WELLS BALLENTINE
PIN REFERENCE: 9788-78-1421
DEED BOOK REFERENCE: D.B. 6088/47
PLAT BOOK REFERENCE: P.B. 47/08

CHAPEL HILL TOWNSHIP
ORANGE COUNTY
NORTH CAROLINA

SCALE: 1" = 20' OCTOBER 27, 2016

Unofficial Property Record Card - Orange County, NC

General Property Data

Parcel ID **9788781421**
 Property Owner **OAKWOOD PROPERTIES INC**
 Mailing Address **PO BOX 270**
 City **NORTH GARDEN**
 State **VA**
 Zipcode **22959**

Property Location **704 FRANKLIN ST**
 Property Use
 Most Recent Sale Date **3/11/2016**
 Legal Reference **6088/47**
 Grantor **MEEGAN**
 Sale Price **1,575,000**
 Land Area **0.94 AC**

Current Property Assessment

Card 1 Value	Building Value 673,600	Other Features Value 0	Land Value 855,000	Total Value 1,528,600
Total Parcel Value	Building Value 723,100	Xtra Features Value 0	Land Value 855,000	Total Value 1,578,100

Building Description

Building Style **Single Fam**
 # of Living Units **2**
 Year Built **1907**
 Finished Area (SF) **4094**
 Full Baths **4**
 # of Other Fixtures **0**

Foundation Type **Masonry**
 Roof Structure **Gable**
 Roof Cover **Shingle**
 Siding **Frame**
 1/2 Baths **1**

Heating Type **Combo H&A**
 Heating Fuel **N/A**
 Air Conditioning **100%**
 # of Bsmt Garages **0**
 3/4 Baths **0**

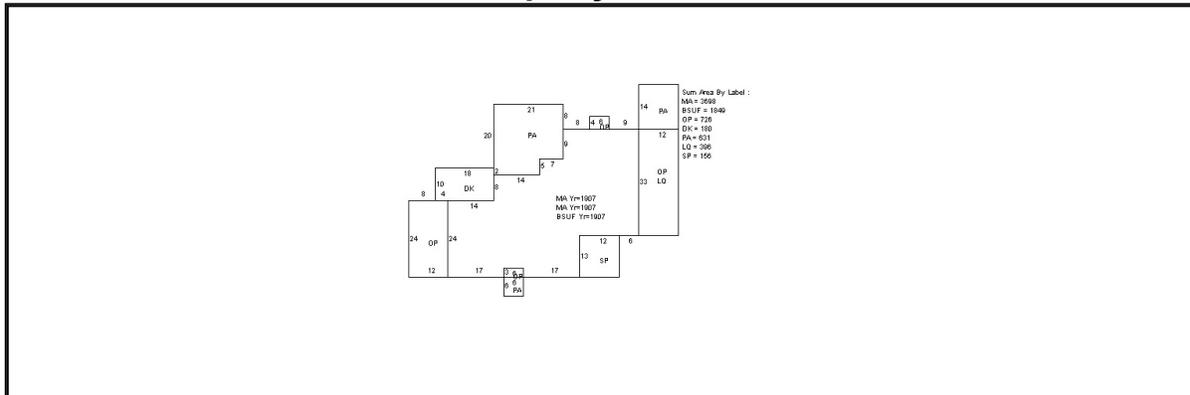
Legal Description

2 MARY WELLS BALLENTINE P46/155 & P47/8

Narrative Description of Property

This property contains 0.94 AC of land mainly classified as with a(n) Single Fam style building, built about 1907 , having a finished area of 4094 square feet, with Frame exterior and Shingle roof cover, with 2 unit(s).

Property Sketch



Disclaimer: This information is believed to be correct but is subject to change and is not warranted.

United States Department of the Interior
National Park Service

National Register of Historic Places Continuation Sheet

Section number 7 Page 102

Chapel Hill Historic District Boundary Increase and
Additional Documentation
Orange County, North Carolina

703 E. Franklin – House – c. 1932

C – Building

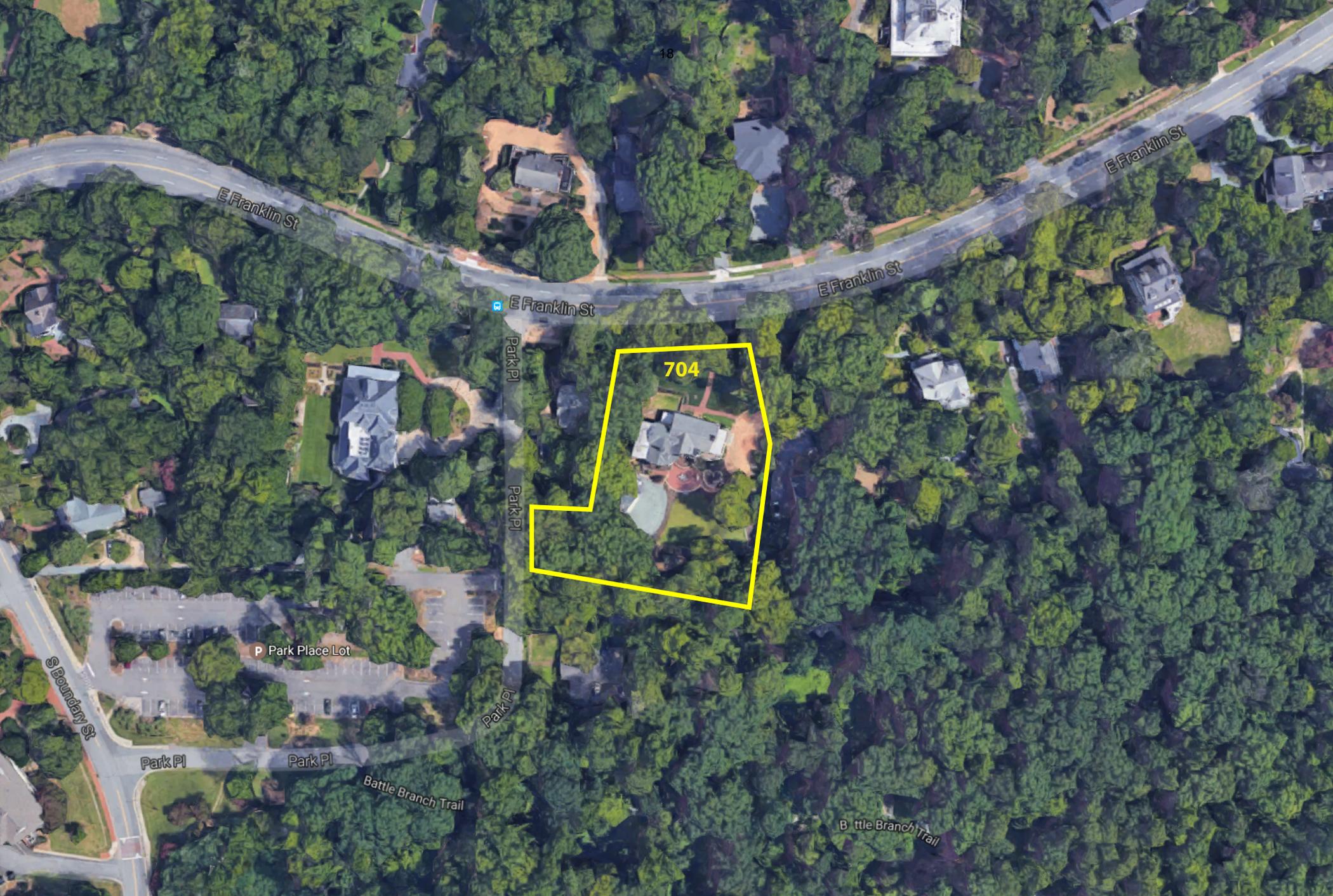
This two-story, side-gabled, Colonial Revival-style house is five bays wide and double-pile. The brick house has six-over-six wood-sash windows with cast-stone lintels and sills and there are exterior brick chimneys in the right (east) and left (west) gable ends. Centered on the façade, the six-panel door has leaded-glass-over-one-panel sidelights and an arched transom. It is set in a classical surround with broken swan's-neck pediment and fluted pilasters. A one-story, hip-roofed porch on the left elevation was enclosed between 1949 and 1974 with paired twelve-over-twelve windows on the façade and grouped six-over-six windows on the left elevation. A one-story, hip-roofed wing on the right elevation has a twelve-light-over-one-panel door with five-light sidelights on the façade and grouped, six-light casement windows on the right elevation. Both one-story wings have railings at the roofline encircling second-floor balconies accessed by fifteen-light French doors at the second-floor level. A two-story, shed-roofed brick wing projects from the rear (north) elevation. The house is set below street level with a stone retaining wall at the sidewalk and driveway. Sanborn maps indicate that the house was constructed between 1925 and 1932 and county tax records date the building to 1932.

704 E. Franklin – Pratt-Wells House – 1907, c. 1920, c. 1930, c. 2007

C – Building

Impressively sited on large lot and set well back from the street, this two-story, side-gabled, Colonial Revival-style house is three bays wide and double-pile. It has plain weatherboards, nine-over-two wood-sash windows, exposed sawn rafter tails, and an exterior brick chimney in the left (east) gable. The one-light-over-four-panel door, centered on the façade, is deeply recessed within a classical surround comprised of a cornice supported by fluted pilasters on the façade. A multi-light oval window is centered over the entrance on the second-floor level. A one-story, hip-roofed porch on the left elevation is supported by fluted square columns and is accessed by a pair of fourteen-light French doors on the left elevation. A side-gabled wing at the right rear (southwest) was constructed before 1925. It has finishes matching those of the main house, including nine-over-two windows and an interior brick chimney. A two-story, hip-roofed sleeping porch on the right (west) elevation of the wing was constructed at the same time, but enclosed after 1949; it has nine-over-one windows at the second-floor level and an open porch supported by fluted square columns at the first-floor level. A one-story, hip-roofed screened porch on the right elevation of the main block, in front of the two-story wing, appears on Sanborn maps by 1932; it is supported by fluted square columns. An uncovered deck at the left rear (southeast) connects the porch on the left elevation to a c. 2007 two-story, gabled wing at the rear. A c. 2007 two-story, gabled wing has also been added to the rear (south) elevation of the side-gabled wing at the southwest with the ridge extending slightly higher than the ridge of the side-gabled wing. A stone wall extends across the front of the property and a lattice brick garden wall extends from the right side of the house.

According to a real estate listing for the house in 2012, the house was built in 1907 by Joseph Hyde Pratt, who served on the UNC faculty and also built several other houses on this part of Franklin Street. Pratt died in 1942 and Dr. Warner Wells, a neurosurgeon and faculty member of the UNC medical school, purchased the house in 1952. The house was renovated in 2007 and the rear gabled wings were likely added at that time.



- listen
- plan
- design
- build

House in Site Context

HDC COA Application
Evidence for Congruity
704 E Franklin Street



PROJECT SCOPE:

- Extended existing porch on South side of house
- Renovated existing South stair + entry
- Refinished existing roof

listen
plan
design
build

BuildSense

architecture
construction

House from Franklin Street

HDC COA Application
Evidence for Congruity
704 E Franklin Street



listen
plan
design
build

House from Rear

HDC COA Application
Evidence for Congruity
704 E Franklin Street



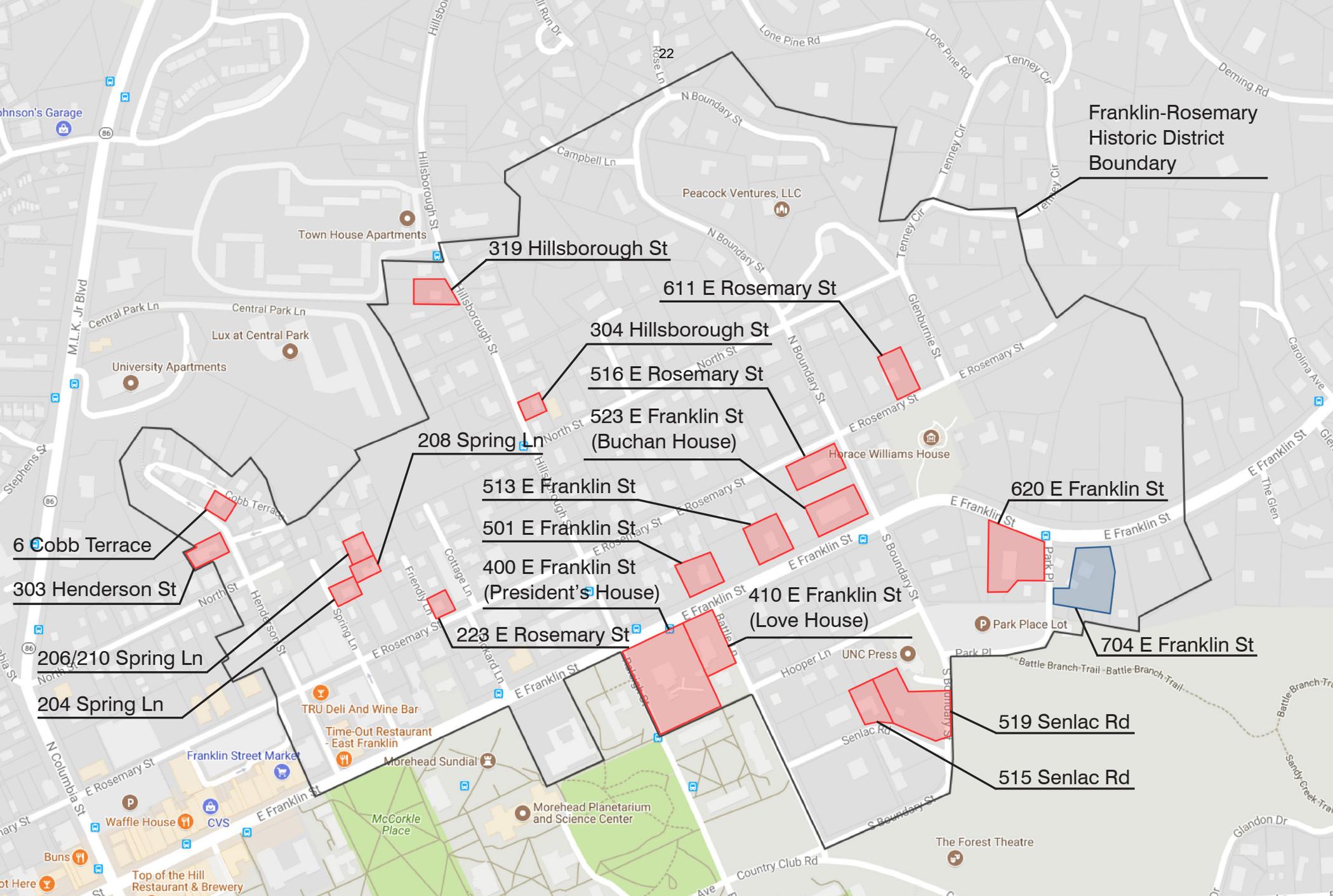
listen
plan
design
build

Porch Addition

HDC COA Application
Evidence for Congruity
704 E Franklin Street

BuildSense

architecture
construction



- listen
- plan
- design
- build



Context Map

HDC COA Application
Evidence for Congruity
704 E Franklin Street





listen
plan
design
build

400 E Franklin Street
(President's House)

HDC COA Application
Evidence for Congruity
704 E Franklin Street



listen
plan
design
build

BuildSense

architecture
construction

410 E Franklin Street
(Love House)

HDC COA Application
Evidence for Congruity
704 E Franklin Street



515 Senlac Road

HDC COA Application
Evidence for Congruity
704 E Franklin Street

listen
plan
design
build



27



519 Senlac Road

HDC COA Application
Evidence for Congruity
704 E Franklin Street



listen
plan
design
build

516 E Rosemary Street

HDC COA Application
Evidence for Congruity
704 E Franklin Street



listen
plan
design
build

223 E Rosemary Street

HDC COA Application
Evidence for Congruity
704 E Franklin Street



611 E Rosemary Street

HDC COA Application
Evidence for Congruity
704 E Franklin Street

listen
plan
design
build



304 Hillsborough Street

HDC COA Application
Evidence for Congruity
704 E Franklin Street

listen
plan
design
build



319 Hillsborough Street

HDC COA Application
Evidence for Congruity
704 E Franklin Street

listen
plan
design
build



listen
plan
design
build

206/210 Spring Lane

HDC COA Application
Evidence for Congruity
704 E Franklin Street



208 Spring Lane

HDC COA Application
Evidence for Congruity
704 E Franklin Street



204 Spring Lane

HDC COA Application
Evidence for Congruity
704 E Franklin Street

listen
plan
design
build



36





listen
plan
design
build

6 Cobb Terrace

HDC COA Application
Evidence for Congruity
704 E Franklin Street



620 E Franklin Street

HDC COA Application
Evidence for Congruity
704 E Franklin Street

listen
plan
design
build



501 E Franklin Street

HDC COA Application
Evidence for Congruity
704 E Franklin Street

listen
plan
design
build

BuildSense

architecture
construction



513 E Franklin Street

HDC COA Application
Evidence for Congruity
704 E Franklin Street

listen
plan
design
build

2. Staff Report from March 13, 2018 Historic District Commission Meeting



Town of Chapel Hill
Historic District Commission

CERTIFICATE OF APPROPRIATENESS
STAFF COMMENTS

Location: 704 E. Franklin Street Franklin-Rosemary

Application: Permit 18-020

Applicant: BuildSense, INC. Principal-in-charge Leon Meyers, project manager Mike Hayes and Teddy Coleman

Property Owner: Oakwood Properties, INC

Meeting Date: March 13, 2018

Description of Work

Seeking after-the-fact COA based on evidence of congruity for installation of the copper roof on the main house.

Fact

Replacement of the asphalt shingles with standing seam copper is one of many changes in roof materials on this property, as a result of the modernization and safety of materials.

Fact

In 1925 the Sanborn Maps show that wood shingles were the roofing material on the roof of the main house; other out buildings on this site had roofing materials described with the field notation of "non-combustible materials" (such as tin or slate).

Fact

In 1932 and 1945, Sanborn Maps shows wood shingles on the roof of the main house.

Fact

The 1974 National Register survey sheet shows asbestos shingles on the roof of the main house.

Fact

The 1991 National Register Survey sheet shows asphalt shingles on the roof of the main house.

Fact

Production of asphalt shingles began in 1903, but a turning point occurred in 1916 when the National Board of Fire Underwriters published a booklet stating that wood shingles were a fire hazard.

Fact

Asbestos roofing is not mentioned in the 20th Century Building Materials book. Research shows production began in 1907 in the US. Moreover the recommendation of its use by the Fire Underwriters (above) happened in 1920.

4. Transcript of March 13, 2018 Historic District Commission Meeting

**Town of Chapel Hill
Historic District Commission Meeting
March 13, 2018**

Epting: Robert Epting, Commission Chair
Kyser: Kimberly Kyser, Commission Vice Chair
Smith: Susan Smith, Commission Member
White: James White, Commission Member
Vogler: Mary Francis Vogler, Commission Member
Burns: Woodrow Burns, Commission Member
Ferrell: Brian Ferrell, Board Attorney
Curry: Julie Curry, Staff
Richardson: John Richardson, Staff
Hayes: Michael Hayes, BuildSense
Meyers: Leon Meyers, BuildSense
M/F: Male/Female Speaker

[BEGIN TRANSCRIPT AT 02:18:30]

M: 704 East Franklin.

Epting: Did I miss 704?

F: Yeah.

Epting: Okay, 704.

F: Is that the last one?

Epting: It's C. Yes, I missed C. 704 East Franklin Street. Is there somebody here for the applicant?

[INAUDIBLE]

F: That's this one. Okay.

[INAUDIBLE]

Epting: Would you say your name and whether or not you've been sworn please?

Hayes: My name is Michael Hayes, project manager with BuildSense, and I have been sworn. Evening, members of the board. I am here to present an after-the-fact

change application for a change in materials at 704 East Franklin Street. I want to make a note that there was no change to the shape, structure, or proportion of the roof. I'm trying to find my starting spot here. Okay.

This slide shows 704 East Franklin Street from the Franklin Street exposure. We applied for a COA sometime last year for this renovation here. This is a porch addition. And you can see from this slide that we actually completed that. This project was signed off on by the Town of Chapel Hill, and we were—and they did certify the compliance of its original COA.

During the project, we were asked to replace the roof as a part of our project. And we went and replaced composite shingle with a standing seam metal roof. We completed that work with the blessing of Chapel Hill because we did update the building permit.

Epting: What part of Chapel Hill do you—Chapel Hill is not just the building inspections department, it—but it includes the Historic District Commission.

Hayes: Correct. And that was my next statement. But we failed to apply for a new COA for the additional work there.

I do want to address the issue of congruity in the neighborhood. We have a context map here. I have a number of homes I'd like show if I can get this to work. So, of course, we have the Buchan House, which is on Franklin Street not too far away. We have the president's residence, which was approved and built about five years ago. I'm frozen here. Here are the plans from that and the certificate.

We also have at 515 Senlac, we have another situation in which we have an approval and a build approximately five years ago with a standing seam metal roof. I have a CCP [ph] there, a certificate of appropriateness. And we have a number of other examples in the district showing standing seam metal.

[INAUDIBLE]

Kyser: —seven. No, I'm not 304 [ph], I'm 307 [ph].

Hayes: Given the slides that you've seen, I believe we've established the case for congruity in the district, showing standing seam metal as being a fairly typical material used there. And I believe we meet the criteria set forth in the historic district guidelines, design guidelines.

F: [INDISCERNIBLE]

Epting: Question?

Vogler: Can we ask questions?

Epting: Sure.

Vogler: Did you—I don't even know how to ask the question—I—without just making a statement. Did you consider the size of many of the buildings that have—and the architectural style of those buildings that have standing seam roofs? And particularly the older buildings? Just because it seems to me there is a—there are standing seam roofs in the district is not a ticket to put one on just any building. It—two of these were institutional. The other—several of them were one-story buildings. Most of them are low, are old, and much smaller buildings. They're just—there's just something missing. I'm sorry. I'm commenting and preaching.

I should be asking questions. And—but I do have a question—a real question.

Who asked you to replace the roof?

Hayes: The homeowner.

Vogler: Oh. Not the Town of Chapel Hill?

Hayes: No, the Town of Chapel Hill did not ask us to replace.

Epting: You seem to have shown a number of metal roofs, but how many of those roofs were copper roofs?

F: Zero.

Hayes: From accounts, it's hard to say. And I'd say roughly—it—hard to say from inspection from the ground, but roughly half of these seem to be copper, or tin, or like a galvanized material. The rest of them seem to be more of a modern standing seam application.

Kyser: The ones in the packet I'm looking at, they're—none of them are copper. Not one. But that's neither here nor there. The house that was completed in 1905 [ph], would it have had a standing seam roof?

Hayes: There was—

Kyser: Another [ph] house like of this style.

Hayes: There was standing seam on site that seemed to be original in areas of the home. Let me go back and see if I've got a picture that shows where the standing seam was. Sorry, I'm dealing with a little bit of lag. Okay. If you will pardon me. This area here, there's several porches attached to this home. This area here, this was all standing seam metal roofing, and then there's another porch on the front, the Franklin Street exposure, that was a standing seam.

Epting: And the applicant is pointing to a photograph of—seems to be taken from—

F: Where? Park Place [ph]?

Epting: South of the house, looking towards the east.

Hayes: Northeast.

Epting: Northeast, yes.

F: Park—is it Park—

[OVERLAPPING—INDISCERNIBLE]

Hayes: Park Place is to your—

Epting: Those areas that you're—you were pointing to as having had metal roofs, were those copper roofs or were those—?

Hayes: I don't believe they were copper. They were standing seam metal.

Epting: Right. Understood [ph].

Smith: Did we not approve one of those porches in our—in the previous—

Kyser: But not any [ph] roofing.

Smith: What? But not the complete reroofing of the whole house.

Kyser: Not the roofing of anything.

Vogler: No.

Hayes: Well, there was roofing on that porch that we added, and it stated in the packet that it was standing seam metal.

Smith: I think it was standing seam metal. I don't know whether it was copper—

F: I thought it was a porch [ph].

Smith: —but I think we did approve a metal roof on—

F: Yeah.

Smith: It's very different to have a metal roof on a porch or some smaller section, versus the entire building and a garage next to it. I don't even remember the garage coming before our commission. But I could be—I'm probably wrong about that.

Hayes: Right. The garage was—

Smith: Part of the—

Hayes: —not part of our packet.

Smith: And when you applied, did you ask for a standing seam metal roof for the garage?

Hayes: When I went to edit the permit, the building permit?

Smith: Oh.

Hayes: Oh, when I went before—[OVERLAPPING]

Smith: When it came before the commission, was—

Hayes: No, the garage was not a part of any of that.

Smith: The whole building? The whole garage itself?

Hayes: The—correct.

Smith: The roof.

Hayes: Right. The only thing we were addressing in that initial COA was that—building that porch.

Smith: I thought so. Okay.

Epting: Your firm has been in charge of the whole construction—reconstruction project from the beginning, as I recall.

Hayes: Correct.

Epting: Part of what I recall very favorably is the way in which you reached out to neighbors to leave phone numbers, and if you have any difficulty with our work or our workers, you know—

Hayes: Correct.

Epting: —call this number. And I applaud you for that.

Hayes: Thank you.

Epting: Because I live across the street, and I was grateful.

Hayes: So you got one of those.

Epting: I was grateful for that.

Hayes: Excellent [ph].

Epting: But I am curious about the sequence in which this work was planned and the copper roof added. It—

Hayes: So—

Epting: At what point did the owner say, “Hey, let’s do a copper roof on the house,” or was that a part of the original plan?

Hayes: It was not. We—basically, in our typical process, we have a preconstruction walk-through with a client, and that happens a couple of days before we get started work. And that was where we discussed possibly adding a roof. And then in subsequent emails, it was, again, reiterated that that was something they—that they wanted to do, as well as paint the house.

Epting: But at that point there was already an application pending before the Historic District Commission, or the Historic District Commission already acted?

Hayes: It was already active. I believe we were approved here June of last year.

- Epting: That's my memory [ph].
- Hayes: And we started this in August or September. Early September, I believe.
- Epting: You started the roof August or September?
- Hayes: No. We started—
- Epting: You started the—
- Hayes: —the roof in October.
- Epting: The rest of the work you started—
- Hayes: We—right. We started our original goal of building the porch, we started in September.
- Epting: So the—my—I guess my point is that it was clear, everybody in charge of the work and the owner all understood that this project had to have a COA.
- Hayes: Correct. That's not in question and I would say that when we were approaching this, I think the biggest issue for us was we were reading in the, you know, design guidelines.
- Epting: Yeah.
- Hayes: And didn't see any—in fact, if you look at it, for us, for me, reading through the design guidelines, I got the strong sense that if you're going—it really addresses going—seems to address going from a historic-based material to a modern material. But we were actually reverting from a modern material to a historic-based material. And so if you—what I'm reading through—I think it's page 32, architectural metals, it addresses copper. And then 36, I believe, is roofing. And there's no—there didn't seem to be any, you know, red flags there. So we

proceeded, and honestly, it's one of those things where my interpretation was incorrect on that.

Epting: I hear you. And I can understand how that would happen. Here's the difficulty for us: once you go ahead and do the work, even though you say, "Sorry, I might have interpreted it the other way, made a mistake," the roof is on there, and it's obviously enormously expensive. And you don't have the benefit—and I use that word advisedly given the hour—but you don't have the benefit of the views of the HDC, which is, believe it or not, in my opinion, very positive for developers to come and get the views of the HDC—

Hayes: Sure.

Epting: —about what's important about the historic character of the district. And so once it gets on there, you know, we're left in a position where if we say, "Well, no, we're not going to approve it," and you're—I don't know what that kind of copper costs. I don't want to know. It's probably more than my house is worth. But we're left in a position where we can't—where our opinion no longer makes any difference to the project, and that is a bad place for us to be in. Can't say yeah—you can't say "no" without causing enormous displacement to the owner. You can't say "yes" without having the rest of the neighbors believe that, "Oh, well, all a person has to do to get away with whatever they want to do on their house is to go ahead and do it, and then say 'I'm sorry,' and ask for an after-the-fact thing." So that's the indigestion that we—

Hayes: Sure.

Epting: —have with what's happened.

Hayes: Sure. I understand that. I want to reiterate, that was in no way our motivation going forward. You know, we just were reading in the guidelines and didn't think that there was any need for an edit or an amendment to the COA.

Epting: Are there other questions of the applicant?

Smith: Well, I would just add, the further complication is now your—how this house will be used in future COA applications to say, “Yeah, see, you approved that. And you know, even after the fact, you approved it.” So it just builds and gradually what happens is the historic character deteriorates over time, because just one more example. “Oh, I can point to this. And look at that. The whole roof is covered.”

Burns: I guess my question is not to the applicant but is to the staff, how could they give a building permit to replace a roof without it coming before the HDC? I mean, this is not a consent item, and—in my opinion. So we are put at a disadvantage when a building permit has been issued—

Smith: That's right.

Burns: —which we should've had an opportunity to comment and vote on.

Smith: That's exactly right.

Epting: We'll let John answer that question. I don't think it's directed at you, sir.

Hayes: Okay.

[INAUDIBLE]

Richardson: So the question I heard was, how could a permit be issued for the roof if the permit is inconsistent with the certificate of appropriateness that was previously issued by the commission? Is that—was that the question? Did I hear it

correctly? Okay. I think the answer to that is, in this case, it should not have been, and so we recognize that fully. We—I will note that in the letter that the applicant received for the certificate of appropriateness for the project, where the copper roof was approved for just the porch portion of the project, it does state in this letter, as it does in all the letters, that any further changes to the approved plans may require review and approval by the Historic District Commission. So I just wanted that to be on the record as well. And I think the applicant has acknowledged that.

At the same time, going forward, what we have done is work to learn from this, and make some changes internally to how when an applicant comes forward to seek a building permit, we now have flags within our system that recognize that it is a permit that is being sought for the Historic District Commission. And so our staff is looking out for these and is coordinating actively with our Building Inspections Division to make sure that this type of thing does not happen going forward.

Epting: And just to be clear, the law is very clear that a building permit may not be issued for an improvement within the historic district unless the Historic District Commission certificate has been obtained first. And so that's the point I want to be sure is driven home to the folks in the building permit office. They haven't done but half their job if they just consider the building permit. They are required to check and see whether there's a—whether this is in the historic district, and if so, they are prohibited from issuing the building permit. And that—I hope that point is made absolutely clear to the people who work there.

Richardson: Yes, Mr. Chairman.

White: Yeah. I'd like to underline that point. Because when people drive down the street and they see that roof glowing in the sun, they don't blame town hall.

F: Right.

White: They don't blame the building permit people. They come to people like me and say, "What were you thinking?"

F: Right.

F: Yeah.

White: Because they think there was a certificate of appropriate. We look like fools when you people do stuff like that and when you overlook the rules. And I really don't appreciate that. Now, I don't know who management is in town hall who oversees this problem, but I would agree totally with Bob Epting that something has to be done to yank the chains of the people who give the building permits, to make sure that they know that there's a certificate of appropriateness. And also to yank the chains of every architect and builder in this area, that these rules are there for a reason.

Epting: Other questions for the applicant? If not, we'll close the public hearing. Did you have anything else you wanted to present? We thank you for your presentation.

Hayes: Thank you.

Epting: Other—well, is there a motion to close the public hearing?

F: So moved.

Epting: Second?

Meyers: Mr. Chairman, may I speak to this slide [ph] please?

Epting: Yes. Are you signed up?

Meyers: I am.

Epting: And did you take the oath?

Meyers: I did.

F: Okay.

Epting: Then come down and say your name and—

Meyers: Thank you. I'm Leon Meyers with BuildSense, and I want to say a couple of things. First, I want to apologize for the circumstances that have put the board in a very difficult situation. That certainly was not our intention. And I'm pretty confident that was not the intention of any of the staff members. This was a matter of interpretation on our part with regard to when a COA was required. And maybe it was an oversight on the part of the staff, and I regret that it's happened, in any case.

I would like to go back and see if there's anything that we can tell you from this package that would make you more comfortable with the compatibility and the congruity in the neighborhood. I don't have any reservations about that at all. And I am surprised to hear that you do, but I'll be glad to answer any of those questions, or try to point out—I remember that you asked about metal roofs on larger and smaller houses. It seems to me there's some of each here.

And one other thing that I want to mention is that when the COA for the porch project was approved in, I believe, late in June—

M: June.

Meyers: —of last year, on that same meeting agenda was an after-the-fact request for a COA on an entirely unrelated project. That, I think, may have been a similar kind of circumstance. That was approved on a unanimous vote by a little bit different commission, I think. But in a way, I think it was similar circumstances, and I would ask that the board consider a similar treatment for our request for this COA.

Epting: Questions of this gentleman? If not, thank you. Now we'll have a motion to close the public hearing.

Kyser: Wait a minute. I have—

Epting: I'm sorry.

Kyser: I could just—I'd just like to comment. You don't need to answer. I think the thing you're talking about is the fence next to the Arts and Sciences Foundation.

Meyers: It is not.

Kyser: All right. What is it?

Meyers: No, it actually was some changes to a new house project on Gimghoul. After-the-fact changes to the COA on a new house project on Gimghoul.

Kyser: Oh, the new big thing they've put up. Yeah, yeah.

Epting: Okay. Thank you.

Meyers: Thank you.

Epting: Now, a motion to close the public hearing.

Kyser: So moved.

Epting: Is there a second?

Vogler: Second.

- Epting: All in favor, say aye.
- M/F: Aye.
- Epting: The public hearing is closed. Further comments by commission members, or motions, and findings, and so forth?
- Kyser: Well, Mr. Meyers has a very good reputation. He's done a lot of work in the historic district and I'm surprised that he didn't understand the procedure. It's hard to believe. I agree—I mean, it's just—it was just—it's just astonishingly inappropriate.
- F: Inappropriate.
- Kyser: So now what do we do?
- Smith: I would want to ask counsel if we didn't grant a COA, what would the repercussion be.
- Epting: You may ask counsel _____.
- Ferrell: Well, if you didn't approve this permit, just like if you didn't approve any other permit, the current application of the roof would conceivably have to come off.
- Smith: But the building permit was already granted.
- Ferrell: And that's a town issue. So this is an issue that you have and the chair—
- F: Yeah.
- Ferrell: —pointed out that the tension quite clearly at the outset of this matter that the COA must issue, technically by law, for the building permit to follow, right? In this case, I think you've heard that that isn't the case. That wasn't the case.
- Smith: Right. I did hear that.

Ferrell: And so, you know, I think your job is to evaluate the certificate of appropriateness. I don't think anyone can ignore the situation that you find yourselves in. But I think ultimately your job this evening is to evaluate the certificate of appropriateness under your standards. I mean, I think that's what's before you. The implications from that are stated—have been stated, I think, but it's not an easy job that's before you this evening. But I think it is your job to evaluate the certificate of appropriateness as presented to you on its merits in light of your guidelines and the standards that guide your decisions. And essentially that's the congruity standards. I mean, that's—

Smith: We'd have to come up with—

Ferrell: It's the same standard.

Smith: —findings of fact that support—

Epting: Well, the question—

Smith: —such a motion.

Epting: Yeah. The question to move forward is, is there evidence in the record that would support a finding that this project was consistent with the guidelines that apply to it?

Smith: Right.

Ferrell: That's right. I mean, the ultimate decision is whether or not—whether this roof is not incongruous with the special character of the historic district.

F: Right [ph].

Ferrell: That's the ultimate question. And we get there, as we've done in all our applications tonight, by applying the guidelines to the present situation.

- Smith: Right. I just want to ask if the roof was not copper, would that make a big difference—
- F: No.
- Smith: —to the other commissioners? I'm not—just educate me. I don't know [ph].
There are other standing seam metal roofs, correct?
- Kyser: But we're supposed to consider the site as well. It's not just what's around.
- Smith: Right.
- Kyser: So—[OVERLAPPING]
- Smith: Okay. I was just asking for input.
- Vogler: The site, the style of the house, the architectural style, and the age of the house, those are all considerations for this, specific to this house.
- White: What is the town's practice when they discover that a house has been built without ever getting a valid building permit? Because the building permit for this roof was invalid. It's as if there were no building permit. Am I not correct?
- Ferrell: I don't know what their practice is when they have permitting issues similar to this. I really—I don't know.
- Epting: There is a guideline number nine on page 37. It says it is not appropriate to introduce new roof features, such as chimneys, solar collectors, skylights, ventilators, and communication or mechanical equipment. It says "of roof slopes," but it means "on roof slopes," that are visible from the street or in locations that compromise the architectural integrity of the building. Clearly those are talking about things, not just roofing material itself. Would the—would

changing to copper be a new roof feature? Not as features are defined by example in that sentence.

Kyser: Well, if you read—start at number one—

Epting: Yeah.

Kyser: —it goes—and go down, you can see it says return—retain and preserve roofs that are important in defining the overall historic character of buildings within. So it's site-specific, even though you may see a standing—a particularly dark standing seam metal elsewhere. It's—retain and preserve, number two, preserve the details, features, and materials—material surfaces of historic roofs. And number three, you can just read down. It—maintain the details, features, and surfaces of historic roofs through appropriate methods. Repair and deteriorated—damaged roof materials and surface through the recognized preservation methods. Replace in-kind roof features, and so forth, and so on.

Vogler: And number six is even—is to the point as well.

Kyser: Read that one.

Vogler: If a roof feature is missing—and this I would assume to be the roof itself—the material of it [ph]—either replace it or match the original, based on physical and documentary evidence, or replace it with a new feature that's compatible in material, design, size, scale of the building. I'm reading that as the surface of the roof itself and not an aspect of it—such as a widow's walk or something.

Epting: Well, I think the—

Meyers: Forgive me for interrupting. I have some staff comments on this case. Is that in your packet [ph]?

F: Yes.

F: But the public part is closed.

Epting: Yes, it is our—it is in what was—

Meyers: Thank you [ph].

Epting: —admitted in as part of the record.

F: I never saw that.

M: I'm going to give it to you right now [ph].

[INAUDIBLE]

Kyser: That's pretty clear. It's—so the staff report says that there have been shingles on this roof since the beginning. And wood shingles, and then asphalt, and—

Curry: No, not from the beginning. We could only trace back materials to 1924. We don't know what the original materials were. It's possible—

Epting: Since 1924.

Curry: It's possible it could have been a tin roof. It—those were common roofing materials at the time, but we don't have definitive—

F: [OVERLAPPING] style of the house.

Curry: —evidence of that.

Kyser: Tin is still different from copper.

Curry: It could have been any kind of standing seam metal roof. But tin was—

Kyser: I would guess it's shingles [ph].

Curry: But tin was probably the most common.

Kyser: I grew up in a house from 1814 and it had shingles, on Franklin Street.

- Epting: Does any commission member have a proposal with respect to finding of fact material to this application? One of the—go ahead.
- Kyser: I would find—I would like to make a motion of finding of fact that at—that even it—going back to 1925, the Sanborn map showing that wood shingles were the roofing materials, as the staff has provided this information. That’s almost a hundred years that it’s had shingles as the roofing material. And to suddenly change it to a bright copper seems—without the approval of the Historic District Commission—seems to me that they’re—that the basic style of the house and the context of this historic structure has been ignored with the—and this change makes it—this change is incongruous.
- Vogler: I agree.
- Epting: [OVERLAPPING] proposal that the change is incongruous with the historic character of the district and with the house.
- Kyser: With the house. With the specific age of this house.
- F: And architecture [ph].
- Epting: Is that your motion?
- Kyser: That’s my motion.
- Epting: Is there a second?
- F: [INDISCERNIBLE]
- Vogler: Second.
- Epting: Discussion of the motion?
- White: What was the motion again?
- Smith: Is that—

- Vogler: [OVERLAPPING] incongruous.
- Smith: —a finding-of-fact motion?
- Epting: That's a finding of fact. We're working on findings of fact right now.
- F: Right.
- M: Can you just repeat that?
- Epting: Are there are other findings of fact that anybody [ph]—well, we need to vote on finding that one first, I suppose—[OVERLAPPING]
- Kyser: To repeat it, the—
- M: Yeah.
- Kyser: For almost a hundred years, it—the roofing materials on that house, which was built in 1902 [ph], but they have documentation as far back as 1925, that the materials on the roof were shingles.
- Burns: Wood shingles.
- Kyser: So—for a variety of shingle.
- Burns: Yeah, right [ph].
- Kyser: First wood, and then asphalt, and so forth. And that seems that—to me that almost a hundred years of being shingled, a shingled house, establishes that that is the historic precedent for what—this is consistent with the style of the house in this context.
- Epting: And I believe you had a semicolon in there, and you said after the semicolon—
- Kyser: That the standing—
- Epting: —therefore you found it be incongruous.
- Kyser: That the standing copper roof is incongruous.

- Epting: Historic character of the house and the district [ph].
- Kyser: And distracting, very distracting from the historic character of the house. And it was seconded.
- Epting: And it was seconded, okay.
- Vogler: I seconded it.
- M: Okay.
- F: Okay.
- Epting: Other findings? Anybody want to propose any other findings?
- Burns: Do we know what the—was on the roof before they replaced it with copper?
- Kyser: Shingles.
- Smith: Asphalt shingles it says.
- Vogler: I—are there any precedents for copper-roofed garages?
- Burns: Asbestos shingles [ph].
- F: [INDISCERNIBLE]
- Smith: No, none that I know of.
- Kyser: Okay. You want a motion? A real motion, or—?
- Epting: Well, we have that motion. Are there—do the commissioners wish to make any other findings of fact with respect to this application? And let me say that one of the troubling things to me about the application is the paucity of evidence in the record material to the issues that we're to decide under the guidelines. So we shouldn't have to guess about the facts in the case. In fact, we're prohibited from guessing about the facts. You have to find something in the evidence in order to base these findings of fact. The—

Kyser: Well, this is not—

Epting: —staff report is in the evidence. It is—and as a matter of fact, was brought to your attention again by the applicant himself. Do we have it? Is it in the record?

The answer to that is yes.

Smith: That is part of the evidence?

Epting: The staff report is always a part of the record.

Smith: Okay. I thought you just mentioned to me before that we couldn't just use those facts as part of the evidence.

Epting: Now, the question here is whether or not there's anything in the record that would show that this change is congruous with the—is not incongruous with the—

F: The house.

Epting: —historic character of the district, as well as of the house. Now, the first finding that you've already made is to the effect that it's incongruous with the historic character of this house.

Smith: The history of the house.

M: Yes.

Smith: Right. Well, all of those other guidelines on 37, or many of them, those aren't part—we have to do those individually, or what?

M: Well—

F: We already—

M: We've already done—[OVERLAPPING]

Smith: We mentioned them.

F: [INDISCERNIBLE]

Kyser: They're—they should—

Epting: Read them into the record—

Kyser: We read them into the record.

Epting: —as being—[OVERLAPPING]

Kyser: One, two, three, four, five, six. Bob read nine and discussed it. But I think one through six are pretty clear supporting that the materials should be the ones that are—as far as we can tell, the original materials or the—certainly in this case, the original concept of shingles as—wood or asbestos versus a brand-new material. That is a glaring change.

Epting: I want to also say in response to the question that was answered—asked earlier, that the question of what happens next, what happens tomorrow, regardless of your vote, is really not before you tonight.

F: Yeah.

F: Right.

Epting: It is a question that will be answered by the town staff. Beginning at the town manager and then delegated down through the planning staff and enforcement staff. It is not for us to say the roof stays or the roof comes off.

Smith: Okay.

Epting: It is for us to say—

Smith: Right.

Epting: —as to whether or not the roof is incongruous.

Smith: Right.

Epting: And so, you know, I'm not weaseling out of the impact of the result of our—what is likely to be the vote here in a minute, but I do want to make that point to you.

Kyser: Well, I would also like to add to this discussion that—let's consider the nearest and adjacent structures, and what kind of roofing materials they have. And by and large, I would say from my memory here, it—they're shingles. Next door, across the street.

Epting: Well, those [ph]—

Kyser: And so forth. That's—

Epting: Certainly my view every day is of all shingle roofs all around my house.

Vogler: And I would point out that the older houses, the federal houses, such as the Widow Puckett House, have a metal roof, but that—for that house, it is only on the front and older part of the building, and not on the addition in the back. Otherwise, the number of one-story houses shown, the farmhouses, often had them, but they were of a later vintage. And—but not [ph]—certainly predating this house.

Kyser: Well—

Vogler: And were appropriate architecturally because that's what was done.

Kyser: I had a house on 307 Hillsborough—

F: That's right [ph].

Kyser: —that had a small section of the roofing—

Vogler: That was—[OVERLAPPING]

Kyser: —dark, treated, dark standing [ph]—

M: Right across the street [ph]—[OVERLAPPING]

- Kyser: It wasn't copper.
- Epting: Tin on the front painted black.
- Kyser: Painted black, exactly.
- Epting: And shingles—[OVERLAPPING]
- Kyser: Exactly. It was on the back where they had a little porch overhang, and not on the front. It was shingles on the front, which now is being changed, but—sadly. But yeah, it was often just a small portion.
- Vogler: Often the porches—
- Kyser: And nothing—[OVERLAPPING]
- Epting: I'm bound to say, too, that part of tragedy of this particular application is that if it had come before the commission before the work was done, the owner and the contractor would have had the benefit of these views. They're being expressed after the fact now, but the—but they're after the fact by no fault of the commission. And so I regret that we didn't have the chance to have this conversation ahead of time. And I'm sure y'all regret it too.

So, we have a finding of fact that the addition of the copper roof is incongruous with the historic character of the house. John Richardson is up, and I don't know whether you [OVERLAPPING] make a statement [ph].

- Richardson: May I—Mr. Chair, may I interrupt for just one second and just add a—some clarification to what I said earlier. I believe the question was, why did the permit get issued, or how did it get issued? And my response was that it should not have been. I just want to clarify that with an approved COA, procedurally that permit would be—I believe—be valid with an approved COA. So I just wanted to clear

up the fact that my statement was not to say that it should not be issued at all. It's in conjunction—[OVERLAPPING]

Kyser: We understood that. We understood.

M: Yeah, understood that.

Kyser: We understood.

Richardson: Thank you.

Meyers: Mr. Chairman, would it be appropriate to enter a request to withdraw this case or move it to another agenda, a later agenda, so that we could provide some additional information regarding compatibility, congruity [ph] of this roofing material with the district?

Epting: The public hearing that we had and that we closed is the period in which that information has to come in. We don't usually get to the place where we're about to vote, and then stand down and say, "Let's have a do-over." So, no, that would not be appropriate.

Kyser: I'd like to make a motion.

Epting: All right.

Smith: I just want to be sure that we have enough finding. We're basing this on one thing if we're making a statement that you did say that all of those things we don't have to actually list the one through six, or whatever.

Epting: Well, we've—

Kyser: We've already put them in the record.

Epting: —we've read them. We've read them into the record—[OVERLAPPING]

Smith: Okay. I just—I'm just trying to get clarification with the findings of fact part of it.

Epting: Right.

Kyser: I would like to make a motion to deny this application—or for certificate of appropriateness for a standing copper roof.

Epting: Based upon the finding of fact.

Kyser: Based upon the finding of fact.

Epting: Is there a second to that motion?

Vogler: I'll second that.

Epting: Further discussion? All in favor say "aye."

M/F: Aye.

Epting: All opposed say "no."

M: No.

Epting: There are two nos. Did I count right?

Smith: Jim, did you vote?

White: One abstention.

F: [INDISCERNIBLE]

Smith: What?

F: Abstaining.

M: I know that—I know they're counted as yeses.

Kyser: I didn't hear.

[OVERLAPPING—INDISCERNIBLE]

White: I'm abstaining.

Ferrell: There's no—

Smith: I think you can't—

Kyser: You can't abstain.

Ferrell: —abstention [ph].

Smith: You can't abstain.

Epting: He realizes his vote will be counted as a—[OVERLAPPING]

Ferrell: As a yes.

White: It's counted [ph]. I know it's know it's going to be counted as a yes.

Epting: One, two, three.

Smith: You can abstain and have it be counted as—

M: I voted "no."

Epting: You voted—I'm sorry. One, two—

M: [OVERLAPPING] with two nos.

Epting: —three, four—

M: [INDISCERNIBLE]

Epting: —five, six—

M: I was a no.

Epting: —in favor and two nos.

Kyser: Six. We're nine. Oh, John is not here. Sorry.

M: [INDISCERNIBLE]

Kyser: Counting. Late-night counting.

Ferrell: So your vote's in on that. I just asked the secretary did she record the vote on the prior finding. And what was that vote, and she—

- F: I did not have—[OVERLAPPING]
- Ferrell: She didn't have that vote. So if you wouldn't mind—
- Kyser: [INDISCERNIBLE]
- Ferrell: —I know that that was proposed. I think it's clear what that—[OVERLAPPING]
- Kyser: Okay. The finding of fact, okay, page 37 of the guidelines.
- F: I have all of that. [INDISCERNIBLE]
- Kyser: A vote, okay. Probably didn't take a vote [ph].
- Vogler: It was your motion and—
- Epting: You made the motion.
- F: She seconded [ph].
- Vogler: —I seconded—[OVERLAPPING]
- Epting: She seconded it.
- Kyser: And now all in favor.
- Epting: All in favor say "aye."
- Kyser: Of the finding of fact.
- [OVERLAPPING—INDISCERNIBLE]
- F: —that finding of fact.
- Kyser: Finding of fact is all we're voting on, right?
- Epting: All—[OVERLAPPING]
- F: So call the vote.
- Kyser: One, two, three, four, five, six.
- Epting: All opposed? One, two.

[INAUDIBLE]

Epting: All right. So the finding of fact is adopted—was adopted by six to two. And the two no votes were Craig and Jim. The motion to deny was adopted six to two.

F: [INDISCERNIBLE]

Epting: And the two no votes were Jim and Sean.

F: No.

M: [INDISCERNIBLE]

M: Craig and Sean.

Epting: All right.

[END TRANSCRIPT AT 03:06:38]

[END RECORDING]

5. March 13, 2018 Historic District Commission Meeting Minutes



TOWN OF CHAPEL HILL

Historic District Commission

Meeting Minutes

Town Hall
405 Martin Luther King Jr.
Boulevard
Chapel Hill, NC 27514

Chair Robert Epting
Vice-Chair Kimberly Kyser
Deputy Vice-Chair John Sweet
Woodrow Burns
Craig Carbrey

James Locke
Sean Murphy
Susan Smith
Mary Vogler
James White

Tuesday, March 13, 2018

6:30 PM

RM 110 | Council Chamber

Call to Order

Opening

1. Preliminary Meeting Information

a. Secretary reads procedures into the record

Mike Klein, Staff, read the procedure into the record.

b. Swearing in of public hearing participants

Julie Curry, Staff Liaison, swore in members of the public wishing to testify.

c. Roll Call

Council Member Nancy Oates, Brian Ferrell (Attorney), Julie Curry (HDC liaison), Mike Klein (Staff), John Richardson (Staff)

Present

9 - Chair Robert Epting, Vice-Chair Kimberly Kyser, Deputy Vice-Chair John Sweet, Woodrow Burns, Craig Carbrey, Sean Murphy, Susan Smith, Mary Vogler, and James White

Excused

1 - James Locke

d. Public charge

Chair Bob Epting read the public charge into the record.

a. February 13 Draft Action Minutes

[\[18-0245\]](#)

Commissioner Susan Smith noted she left the meeting at 7:00 and was not in attendance for the full meeting. A vote to excuse Commissioner Smith was not

taken and therefore her vote appears as an Aye in the record.

Commissioner John Sweet moved and Commissioner Mary Francis Vogler seconded to approve the February 13th minutes.

Aye: 9 - Chair Epting, Vice-Chair Kyser, Deputy Vice-Chair Sweet, Burns, Carbrey, Murphy, Smith, Vogler, and White

Excused: 1 - Locke

3. Reports and Updates

Chair Epting added a new agenda topic, Speakers from the Public.

Katherine Burns spoke of her concern for the number of demolitions occurring in the historic districts. She showed pictures of demolished properties and handed out a letter to the board.

a. Update on Outreach Initiatives

Commissioner John Sweet reported that Preservation Chapel Hill had sent letters to all property owners of contributing and non-contributing structures in the Franklin Rosemary Historic District, inviting those owners to contribute additional information about their properties to aid in their present effort to update and expand these listings.

Commissioner John Sweet distributed a handout and generally explained a series of changes he and the other HDC officers have discussed and wish to propose for the Historic District Commission's Rules of Procedures.

Noted as things we ought to try to do better at were the following: Mr. Sweet and others noted that hardly any reports are ever received concerning the status of work required or permitted under existing HDC Orders; staff was encouraged to develop means for making such reporting a regular part of HDC meeting agendas.

Mr. Sweet also noted that our Rules of Procedure do not describe any particular procedure for consideration of applications to modify COA's. He also suggested the need to modify the fee schedule in use for competed applications, modifications of COA's, and other actions by the HDC. HDC members agreed that the Rules of Procedure need to be improved at least in these respects.

Commissioner John Sweet indicated that he and the other officers would continue work on this project, and would present a written draft of the ideas they propose at a later date.

b. Update on SHPO grant proposal for Design Guidelines; and Project to Complete Surveys of Chapel Hill local Historic Districts

4. Consent

a. 214 W Cameron Avenue - Bell Leadership Institute
(Modification to COA)

[\[18-0246\]](#)

Julie Curry, Staff Liaison, introduced the application, and Charlie Tennant from Bell Leadership presented the application.

Commissioner Kimberly Kyser moved and Commissioner Woodrow Burns seconded to close the public hearing. The motion was unanimously approved 9-0.

Commissioner James White moved and Commissioner Mary Francis Vogler seconded the Finding of Fact that the installation of the generator as planned with the proposed landscape screening is congruent with the special character of the Cameron McCauley Historic District, based on guidelines 8 and 9 under Utilities and Energy Retrofit (pg. 49). The motion was approved 8-1
Commissioner Sweet voted No.

Commissioner Craig Carbrey moved Commissioner Woodrow Burns seconded that the proposed modifications are not in congruous with the special character of the Cameron McCauley Historic District, and therefore that the Certificate of Appropriateness requested be approved.
The motion was unanimously approved 9-0.

5. Old Business

Procedural questions regarding applications

Commissioner John Sweet noted that the Agenda contains applications for consideration at this meeting, without the required notation that the application(s) have been reviewed by a particular staff person and found to be complete, and that the date upon which the staff had reviewed and accepted the applications as completed applications, are not shown. He noted that these failures have been the subject of much difficulties previously, and that staff had been directed to henceforward to be sure that no application gets on the agenda and comes before the HDC until such indications are shown on the applications. He indicated his preference would be not to continue any further in this meeting in light of these deficiencies, but to hold the other (deficient) agenda items over to the April meeting.

Mr. Epting noted that he appreciated the serious nature of Mr. Sweet's objections, but that, upon Mr. Richardson's representation that the absent dates and staff initials were merely an oversight, and that staff had actually reviewed and found each application to be complete, his intention would be to continue with the present meeting agenda, unless a majority of the HDC wished to adjourn without completing the rest of the agenda.

Commissioner Woodrow Burns moved and Commissioner Craig Carbrey seconded the motion to continue the meeting.

Aye: 7 - Chair Epting, Burns, Carbrey, Murphy, Smith, Vogler, and White

Nay: 2 - Vice-Chair Kyser, and Deputy Vice-Chair Sweet

Excused: 1 - Locke

Procedural questions regarding applications

Commissioner John Sweet asked to be excused from the meeting.

Commissioner Kimberly Kyser moved and Commissioner Woodrow Burns seconded to excuse Commissioner John Sweet from the meeting.

a. 229 E Franklin Street - Lambda Chi Alpha

[\[18-0247\]](#)

Julie Curry, Staff Liaison, reported on Commission-requested information regarding the dumpster placement and number of parking spaces at this location. Research showed that these features were part of an approved COA from September 13, 2002 and that the property owner, Lambda Chi Alpha, remains in compliance with that previous COA.

Lee Albertson spoke representing the applicant. The application is for: (1) replacement of deteriorated sections of existing stockade fencing between the rear yard and two trash dumpsters located on Pickard Lane; and (2) to expand the fencing along Pickard Lane and across the rear property line to improve on-site privacy and security.

Commissioner Susan Smith moved and Commissioner Kimberly Kyser seconded to close the public hearing.

Commissioner James White moved and Commissioner Craig Carbrey seconded that the HDC make a Finding of Fact that the proposed new fence is not incongruous with the special character of the Franklin Rosemary Historic District based on guidelines 7 and 8 under Fences (pgs. 16-17), and are therefore approved.

Commissioner James White moved and Commissioner Sean Murphy seconded that the proposed changes and replacement of the deteriorated fencing proposed by the Applicant are not incongruent with the special character of the Franklin- Rosemary Historic District and are therefore approved.

b. 517 E Franklin Street

[\[18-0248\]](#)

Matthew Ford, Architect, presented the application for the installation of a new fence. He returned with new designs that have an open section at the top of the 6' fence.

Commissioner Kimberly Kyser moved and Commissioner Susan Smith seconded to close the public hearing.

Commissioner Craig Carbrey moved and Commissioner James White seconded that the Commission make a Finding of Fact, that the fence

proposed is consistent with the Design Guidelines, page 17, #7, Fences and Walls.

Aye: 6 - Chair Epting, Burns, Carbrey, Murphy, Vogler, and White

Nay: 2 - Vice-Chair Kyser, and Smith

Excused: 2 - Deputy Vice-Chair Sweet, and Locke

Commissioner Craig Carbrey moved and Commissioner James White seconded that the Commission concludes that the fence proposed is not incongruous with the special character of the Franklin-Rosemary Historic District, and the application for Certificate of Appropriateness be allowed, with the following conditions.

Aye: 5 - Chair Epting, Burns, Carbrey, Murphy, and White

Nay: 3 - Vice-Chair Kyser, Smith, and Vogler

Excused: 2 - Deputy Vice-Chair Sweet, and Locke

Commissioner Woodrow Burns moved and Commissioner Mary Francis Vogler seconded to approve the application with the added conditions of plantings to afford screening to the fence from the Franklin Street vista be provided by the applicant, and that the fence be painted or stained to soften the impact of the fence being built adjacent to the house.

c. 179 E Franklin Street - Post Office Alley - POSTPONED TO APRIL 10, 2018 MEETING

Postponed to April 10, 2018 Meeting.

d. 127 Mallette Street (after-the-fact COA) - POSTPONED TO APRIL 10, 2018 MEETING

Postponed to April 10, 2018 Meeting.

6. New Business

a. 309 E Rosemary Street - Holy Trinity Church

[\[18-0249\]](#)

Julie Curry, Staff, introduced the application and Robert Sotolongo Project Architect presented the. The application is for replacement of deteriorated windows in the original Lutheran Church sanctuary building.

Commissioner Craig Carbrey asked to be recused because he is an active member of the church and is on the building committee.

Commission Mary Francis Vogler moved and Commissioner Susan Smith seconded to grant Commissioner Carbrey's request to be recused.

Excused: 3 - Deputy Vice-Chair Sweet, Carbrey, and Locke

Commissioner Kimberly Kyser moved and Commissioner Mary Francis Vogler seconded to close the public hearing.

Excused: 3 - Deputy Vice-Chair Sweet, Carbrey, and Locke

Commissioner Mary Francis Vogler moved and Commissioner Sean Murphy seconded that the Commission make a Finding of Fact that the proposed new aluminum clad replacement windows is not incongruent with the special character of the Franklin Rosemary Historic District, based on the the Design Guidelines, particularly guideline 6 under Windows and Doors (pg. 41).

Aye: 7 - Chair Epting, Vice-Chair Kyser, Burns, Murphy, Smith, Vogler, and White

Excused: 3 - Deputy Vice-Chair Sweet, Carbrey, and Locke

Commissioner Mary Francis Vogler moved and Commissioner Sean Murphy seconded that the application complies with the guidelines and is not incongruous with the historic character of the district, and that therefore the certificate be approved.

Aye: 8 - Chair Epting, Vice-Chair Kyser, Burns, Carbrey, Murphy, Smith, Vogler, and White

Excused: 2 - Deputy Vice-Chair Sweet, and Locke

b. 6 Briarbridge Lane

[\[18-0250\]](#)

Staff introduced the application and Patricia Sailing, owner, presented the application.

Commissioner Kimberly Kyser moved and Commissioner Mary Francis Vogler seconded to close the public hearing.

Aye: 8 - Chair Epting, Vice-Chair Kyser, Burns, Carbrey, Murphy, Smith, Vogler, and White

Excused: 2 - Deputy Vice-Chair Sweet, and Locke

Commissioner Mary Francis Vogler moved and Commissioner Sean Murphy seconded that the Commission make a Finding of Fact that the replacement and proposed new windows are not incongruent with the special character of

the Cameron McCauley Historic District neighborhood, based on the Design Guidelines for the Cameron McCauley Historic District, and in particular with guideline 5 under Window & Doors (pg. 41).

Aye: 8 - Chair Epting, Vice-Chair Kyser, Burns, Carbrey, Murphy, Smith, Vogler, and White

Excused: 2 - Deputy Vice-Chair Sweet, and Locke

Commissioner Craig Carbrey moved and Commissioner Woodrow Burns seconded that the application is not incongruous with the special character of the Cameron McCauley historic district, and that therefore the certificate be approved.

Aye: 8 - Chair Epting, Vice-Chair Kyser, Burns, Carbrey, Murphy, Smith, Vogler, and White

Excused: 2 - Deputy Vice-Chair Sweet, and Locke

c. 704 E Franklin Street (after-the-fact COA)

[\[18-0251\]](#)

Michael Hayes, from BuildSense, presented the after-the-fact COA application for the new standing seam copper roof, and Leon Meyers from BuildSense, also spoke.

Mr. Hayes indicated the copper roof had been built replacing what was formerly a shingle roof, and that the work was done without first seeking a Certificate of Appropriateness by reason of a mistaken understanding of the rules.

Mr. Hayes testified that he believed there were a number of standing seam metal roofs, including some copper roofs, in the Historic District.

Commissioner Kimberly Kyser moved and Commissioner Mary Francis Vogler seconded to close the public hearing.

Commissioner Kimberly Kyser moved and Commissioner Mary Francis Vogler seconded that the Commission make a Finding of Fact that the standing seam copper roof is inconsistent with the Design Guidelines, and in particular with guidelines 1-6 under Roofs (pg. 37).

Aye: 6 - Chair Epting, Vice-Chair Kyser, Burns, Murphy, Smith, and Vogler

Nay: 2 - Carbrey, and White

Excused: 2 - Deputy Vice-Chair Sweet, and Locke

Commissioner Kimberly Kyser moved and Commissioner Mary Francis Vogler

seconded that the Commission make a Finding of Fact that the original roofing material used on this house since at least as far back as 1925 was roofing shingles, and that the standing seam copper roof is thus incongruous with the special character of the District and violates the dictate of the Design Guidelines that roofing materials be consistent with those traditionally used on the particular structure, and therefore, that the standing seam metallic copper roof is incongruous with the historic character of the house, and that the Commission deny the after-the-fact Application for Certificate of Appropriateness because the standing seam copper roof is incongruent with the historic character of this house, and incongruous with the special character of the Franklin Rosemary Historic District.

Aye: 6 - Chair Epting, Vice-Chair Kyser, Burns, Murphy, Smith, and Vogler

Nay: 2 - Carbrej, and White

Excused: 2 - Deputy Vice-Chair Sweet, and Locke

Commissioner Kimberly Kyser moved and Commissioner Mary Francis Vogler seconded to deny the after-the-fact COA for the new standing seam copper roof because it is incongruous to the neighborhood.

Aye: 6 - Chair Epting, Vice-Chair Kyser, Burns, Smith, Vogler, and White

Nay: 2 - Carbrej, and Murphy

Excused: 2 - Deputy Vice-Chair Sweet, and Locke

d. Discussion of Council-proposed text amendment to change the vote required for the Planning Commission, Community Design Commission and Historic District Commission to make decisions on applications

[\[18-0252\]](#)

Council Member Nancy Oates clarified the quorum vote structure proposed by Council in the Resolution before the Commission. Council Member Oates stated that two alternatives are offered and, upon request by the Commission, indicated that her own preference would be the first alternative to recommendation #1 is her preference. No concerns were expressed by HDC members regarding recommendation #2.

John Richardson also spoke to this matter, providing clarification about the numbering options and alternatives presented in the resolution.

By discussion and show of hands the Commission recommended alternative

#1 under recommendation #1.

7. Staff Reports

a. 216 W University Administrative Approval

Julie Curry, Staff Liaison, presented the application and showed pictures of the front porch and patio modifications. She noted that this item was approved administratively in accordance with the written justification supplied to the Commission.

There was no additional discussion by the Commission.

b. Other updates and information from the Staff Liaison

Staff made note that May is National Preservation Month and encouraged Commissioners to consider ways they can participate in the districts they represent, and to also search out statewide preservation events to attend.

8. Courtesy Review

a. None

9. Adjourn

The meeting adjourned at 10:40pm

Without objection, the meeting was adjourned by the Chair.

Other Information:

Next meeting of the Historic District Commission: April 10, 2018

More about the Town's Historic districts: please click here.

To view previous Historic District Commission Agendas: please click here and scroll down to find Commission meetings.

Order of Consideration of Agenda Items:

Presentation by Applicant

Presentation of Additional Evidence

Questions and Clarification by Commission

Close the Public Hearing

Discussion/Action by the Commission

Public Charge: The Historic District Commission pledges its respect to the public. The Commission asks the public to conduct themselves in a respectful, courteous manner, both with the Commission and with fellow members of the public. Should any member of the Commission or any member of the public fail to observe this charge at any time, the Chair will ask the offending person to leave the meeting until that individual regains personal control. Should decorum fail to be restored, the Chair will recess the meeting until a genuine commitment to this public charge is observed.

Rules of Procedure Entered into the Record: The Historic District Commission operates under NC General Statutes 160A-400 which gives local governments historic preservation authority, and the Chapel Hill Land Use Management Ordinance, including Article 3 which established the local historic districts and sets forth regulations governing them, and the Chapel Hill Historic District Guidelines Handbook which sets forth guidelines for changes in the historic districts, and the Rules of Procedure adopted by the Chapel Hill Historic District Commission, as well as the Significance Reports from all three historic districts and photographs. Additionally, authorized practice advisory opinion 2006-1 regarding quasi-judicial hearings on zoning and land use is in effect. All of the items noted above as well as the applications and associated

materials in the agenda packet, are hereby entered into the record.

*Unless otherwise noted, please contact Staff Support, Julie Curry
hdc@townofchapelhill.org, for more information on the above
referenced applications.*

*See Meeting Minutes and Videos (if recorded) for upcoming and
archived events at <http://chapelhill.legistar.com>*

*See the Advisory Boards page <http://www.townofchapelhill.org/boards>
for background information on this Town board or commission.*

6. Certificate of Appropriateness Denial Letter dated March 22, 2018



PLANNING & DEVELOPMENT SERVICES
Town of Chapel Hill
405 Martin Luther King Jr. Blvd.
Chapel Hill, NC 27514

phone (919) 968-2728 fax (919) 969-2014
www.townofchapelhill.org

March 22, 2018

CERTIFIED MAIL: 7017 0190 0000 0652 1821

BuildSense, Inc.
Michael Hayes and Mr. Leon Meyers
502 Rigsbee Avenue, Suite 201
Durham, NC 27701

Subject: 704 E. Franklin Street – After-the-Fact Application For Certificate of Appropriateness
(File No. 9788-58-9742; Reference #18-019)

Dear Mr. Michael Hayes and Mr. Leon Meyers:

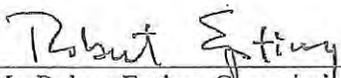
At its meeting on March 13, 2018 the Chapel Hill Historic District Commission (“Commission”) denied the Application for Certificate of Appropriateness (“the application”) for the new standing seam copper roofs on the main house and garage at 704 E. Franklin Street.

Enclosed is a copy of the Commission’s written decision in this matter stating the reasons for denial. A copy of the meeting minutes for the March 13, 2018 Commission meeting will be available to you on the Town’s webpage.

You have the right to appeal the Commission’s decision in this matter. Pursuant to Section 3.6.2(d)(6) of the Town’s Land Use Management Ordinance (“LUMO”), the decision may be appealed to the Board of Adjustment in accordance with the provision of Section 4.10 of the LUMO. Section 4.10.1(b) of the LUMO states that an application for appeal shall be filed with the Town Clerk, within thirty (30) days of the filing of the decision being appealed or the delivery of any required written notice of the decision, whichever is later. The Commission’s written decision will be filed with the Town’s Office of Planning & Sustainability Department today.

If you have further questions, please feel free to contact Julie Curry, Commission Liaison, 336-757-1077, hdc@townofchapelhill.org.

Sincerely,



Mr. Robert Epting, Commission Chair

Date: March 22, 2018

Enclosures

TOWN OF CHAPEL HILL HISTORIC DISTRICT COMMISSION
APPLICATION FOR CERTIFICATE OF APPROPRIATENESS WRITTEN DECISION

Application Number: 18-019
Subject Property Address: 704 E. Franklin Street
Applicant: BuildSense, Inc. (Michael Hayes)
Filing Date: 02/07/2018
Meeting Date(s): 03/13/2018 (Owner received prior COAs in 2017 for the demolition of cottages and a porch addition).

I. INTRODUCTION TO THE APPLICATION

Historic District: Franklin-Rosemary
Zoning District: R-2
Nature of Project: After the fact COA Application (for unauthorized work already performed) for a standing seam copper roof replacing asphalt shingles.

II. EVIDENCE & TESTIMONY PRESENTED

A. Applicant's Testimony:

Mike Hayes and Leon Meyers from BuildSense, Inc., presented the application. Mr. Hayes testified that there was no change to the shape, structure, or proportion of the roof. Mr. Hayes testified that the failure to apply for a COA prior to replacing the roof resulted from the applicant's misinterpretation of the Design Guidelines. Photos of other properties with metal roofs located in the district were submitted as evidence of congruity. Mr. Hayes could not give a specific number when asked if any of the properties he referenced during his presentation had copper roofs (but said it appeared to him roughly ½ of the examples of metal roofs he cited seemed to be copper or galvanized material. Mr. Hayes testified there was some standing seam metal roofing materials on several porch areas of the home that appeared to be original. Hayes testified the existing roofing material in those areas was not copper. The attached Staff Report states that shingles were the predominant roof covering of the main house on the site beginning with the 1925 Sanborn Maps; and other outbuildings had roofing materials described as "non-combustible materials". The prior COA approval for the porch construction included approval to use standing seam metal on the porch roof but did not request approval for other changes to the roofing materials of the house or garage. Mr. Leon Myers testified it seemed to him that there were metal roofs on large and small houses in the district.

The application cited the "LUMO criteria a-h, j; and Design Guidelines "Architectural Metals" pages 3/32-33" as the basis for approval of the COA.

B. Application Materials:

See attached documents.

C. Staff Report:

See attached document.

III. FINDINGS OF FACTS AND CONCLUSIONS OF LAW

Based upon the Application submitted, the evidence received in the public hearing, the Staff Report, the Historic District Commission Review Criteria set out in LUMO section 3.6.2(e), and the Design Guidelines for the Chapel Hill Historic Districts, Commissioner Kimberly Kyser moved that the Commission make the following findings of fact and conclusions of law:

Shingles were the predominate and defining roofing materials on the home since 1925. A change in roof coverings from shingles to a standing seam copper on the entirety of the house and garage does not comply with the LUMO or Design Guidelines, specifically the following Design Guidelines applicable to roofs:

1. Retain and preserve roofs that are important in defining the overall historic character of buildings within the historic districts.
2. Retain and preserve the details, features, and material surfaces of historic roofs.
3. Protect and maintain the details, features, and surfaces of historic roofs through appropriate methods.
4. Repair deteriorated or damaged roof features and surfaces through recognized preservation methods for the specific feature or material.
5. Replace in kind roof features and surfaces that are too deteriorated to repair, matching the original in material, design, dimension, pattern, detail, texture, and color. Consider a compatible substitute material only if replacement in kind is not technically feasible.
6. If a roof feature is missing either replace it to match the original feature, based upon physical and documentary evidence, or replace it with a new feature that is compatible in material, design, size, and scale with the building.

Based upon the foregoing Findings, the Commission concludes that the replacement of the asphalt shingles with a standing seam copper roof is inconsistent with the applicable Design Guidelines and is incongruous with the special character of the Historic District, and that the Application for a Certificate of Appropriateness should not be allowed.

The motion was seconded by Commissioner Mary Francis Vogler; passed 6-2. The Chair noted the paucity of evidence in the record presented by the applicant material to the relevant standards.

IV. DECISION ON THE APPLICATION

Based on the foregoing findings of fact and conclusions of law, the Historic District Commission denied the Application for a Certificate of Appropriateness on the basis that it would be incongruous with the special character of the district.

Vote Total: 6-2 in support of the motion.

Ayes: Robert Epting, Chair, James White, Mary Francis Vogler, Woodrow Burns,
Kimberly Kyser, Susan Smith

Nays: Craig Carbrey and Sean Murphy

Signed this the 22nd March 2018 (Date)

Robert Epting
Mr. Robert Epting, Commission Chair

7. Town of Chapel Hill Land Use Management Ordinance Sections 3.8 & 8.4

3.8. - Dimensional standards.

Purpose statement: It is the intent of this article to provide for performance standards which serve to define the development character of an area, and to ensure the compatibility of development both with the environmental characteristics, accessibility levels, and special amenities offered by the development site and with surrounding land uses and development intensities. It is further intended that the establishment of intensity regulations reflect the protection of critical environmental areas and the suitability of land for a particular level of development intensity, in accord with the goals and objectives of the comprehensive plan.

The setback and height regulations established in the dimensional matrix are intended to ensure adequate solar access, privacy, and ventilation; access to and around buildings, off-street parking areas, loading space, and service areas; space for landscaping; and spacing between buildings and portions of buildings to reduce potential adverse effects of noise, odor, glare, or fire. Adequate solar access is deemed to consist of varying levels of access ranging from rooftop solar access in high-intensity zoning districts to south wall solar access in low-intensity zoning districts.

3.8.1 Establishment and General Applicability of Dimensional Regulations.

Except as otherwise specifically provided in this chapter, regulations governing the dimensions of lots and buildings are hereby established as described in section 3.8.2 and shown in Table 3.8-1.

- (a) No land or structure shall be used or occupied, and no structure, or part thereof, shall be constructed, erected, altered, or moved except in compliance with the dimensional regulations herein specified for each zoning district.
- (b) No portion of land used in connection with an existing or proposed structure or use of land and necessary for compliance with the dimensional regulations of this article shall also be used, through sale or otherwise, as part of the land required in connection with any other development.
- (c) Except as otherwise provided in this chapter, dimensional regulations applicable to OI-3 and OI-4 zoning districts and planned development zoning lots shall be applied to the district or lot as a whole and not to individual parts thereof.

3.8.2 Dimensional Regulations.

About the Building Envelope. Sections (f)—(j) define the three-dimensional building envelope. All structures, or portions thereof, must be placed within the building envelope and may not encroach the building envelope unless specifically exempted by this Appendix.

- Divisions (f) and (g) regulate the setback height and core height, respectively, which together define the vertical extent of the building envelope.
- Divisions (h)—(j) regulate the street, interior, and north setback lines, respectively, which together define the perimeter setback line and horizontal extent of the building envelope.

Definitions. Refer to Appendix A for definitions of applicable terms.

- (a) Zoning District. Column (A) refers to the applicable Zoning District. The requirements set forth in sections (b)—(j) below, relate to the zoning district specified in the row under Column (A),
- (b) Minimum Lot Size. Column (B) is expressed in square feet of gross land area.

Notes:

- (1) Where a zoning lot is located in more than one zoning district, the minimum gross land area required of such zoning lot shall be the sum of the areas derived by multiplying the minimum gross land area required for each represented district by the proportion of the zoning lot located within that district.

- (2) For all dwellings, except single-family and single-family with accessory apartment, the minimum lot size is two (2) times the figures shown in Column (B).
- (c) Maximum Density. Column (C) applies to all residential uses except single-family dwellings and single-family dwellings with accessory apartments. Column (C) is a maximum residential density, expressed in dwelling units per acre of gross land area.
- (d) Minimum Frontage. Column (D) is the minimum width of the lot measured along the street.

Notes:

- (1) Where a zoning lot fronts on two (2) or more streets, minimum street frontage width requirements shall be considered met if the frontage along any one of such streets meets the minimum street frontage width requirements.
- (2) Where a zoning lot fronts on a turning circle of a cul-de-sac or at a point of a street where the radius of the curvature of the right-of-way is less than ninety (90) feet, the minimum street frontage width requirement shall be thirty-five (35) feet.
- (e) Minimum Lot Width. Column (e) is the minimum width of the lot, expressed in feet, measured at least twenty-five (25) feet interior from the minimum street setback. No portion of a lot, created as part of a subdivision, between a street setback and the opposite interior (rear) setback, shall be less than twenty (20) feet in width.

Exception:

- (1) Authorized flag lots, created as part of a subdivision and subject to the lot layout standards in Section 5.2, may contain areas between a street setback and the opposite interior (rear) setback that are less than twenty (20) feet in width. Authorized flag lots shall reach the minimum lot width at a point not to exceed two hundred (200) feet from the street right-of-way.

Notes:

- (2) Where a zoning lot fronts on two (2) or more streets, minimum lot width requirements shall be considered met if the lot width at the street setback from any one of such streets meets the minimum lot width requirement.
- (3) Where a zoning lot fronts on a turning circle of a cul-de-sac or at a point of a street where the radius of the curvature of the right-of-way is less than ninety (90) feet, the minimum lot width shall be reached at a distance derived by the following formula: $D = 50 (W)(35) - 50$, where W = minimum required lot width, and D = maximum distance from street right-of-way to where the lot width equals the minimum required width for that district.
- (f) Maximum Setback Height: Column (F) is the maximum allowable height at the perimeter setback line of a zoning lot, as defined by the minimum street, interior, and solar setbacks.
 - (1) Height shall be measured from mean finished grade, along the street façade of the building. Where a structure fronts more than one (1) street, height shall be measured from the lower, more restrictive mean finished grade.
 - (2) To determine mean finished grade, take the spot elevations from the highest and lowest points of the foundation. The average of these two (2) spot elevations is the mean finished grade and the elevation from which height measurements are made.
 - (3) The entire structure, and all portions thereof, is subject to the maximum setback height.

Exceptions:

- A. The structure or part thereof is below the allowable core height, as described in division (g) below.
- B. The structure or part thereof is explicitly exempted in section 3.8.3 Exceptions to Setback and Height Requirements, below.

- C. The structure or part thereof is explicitly exempted as provided elsewhere in this Appendix.
- (4) For purposes of applying setback and height regulations to development within an OI-3 or OI-4 zoning district or within a townhouse development or a planned development, all contiguous land within the district, townhouse development, or planned development shall be considered as a single zoning lot.
- (g) **Maximum Core Height:** Column (G) is the maximum allowable height in the interior or core area of a lot. The core height provides additional allowable height on the interior of a zoning lot based on the horizontal distance measured away from the perimeter setback line of the lot. The allowable core height increases with the distance interior to the lot, measured from the perimeter setback line at a rate described below.
- (1) In all Zoning Districts, except those explicitly named in subdivision (2), the allowable core height increases at a rate of one (1) foot in height for every two (2) feet of distance interior to the lot, measured away from the perimeter setbacks. This is equivalent to a slope of $\frac{1}{2}$ (rise/run) or 1:2.
- (2) In the Town Center - 1 to 3, Office/Institutional 3 to 4 zoning districts the allowable core height increases at the following rates:
- A. Street and interior setbacks: one (1) feet in height for every one (1) feet of distance interior to the lot, measured away from the street and interior setbacks. This is equivalent to a slope of 1/1 (rise/run) or 1:1.
- B. Solar setbacks: one (1) feet in height for every one (1) foot and seven-tenths of a foot (1.7 feet) of distance interior to the lot, measured away from the street and interior setbacks. This is equivalent to a slope of 1/1.7 (rise/run) or 1:1.7.
- (3) No structure, or part thereof, shall project beyond the allowable core height of a structure or part thereof.
- Exceptions:
- A. The structure or part thereof is explicitly exempted in section 3.8.3 Exceptions to Setback and Height Requirements, below.
- B. The structure or part thereof is explicitly exempted as provided elsewhere in this Appendix.
- (4) If a structure is located in the vicinity of an airport, the height limitations set forth in Federal Aviation Regulations, Part 77, or successor regulations, shall apply where such limitations are stricter than those established in this appendix.
- (h) **Minimum Street Setback.** Column (H) establishes a minimum setback from the street right-of-way line. Where a zoning lot fronts on a street with a right-of-way width not meeting the standards of this appendix, street setback shall be measured from a line running parallel to the centerline of the street at a distance from such centerline equal to one-half ($\frac{1}{2}$) the standard right-of-way width for the street.
- Exception:
- (1) The town manager or town council may exempt lots from this requirement upon making one of the following findings:
- A. Where a building line has already been established by existing structures along the block which are situated on lots comprising at least twenty-five (25) percent of the street frontage, the building may be constructed at the established building line; or
- B. The existing right-of-way is adequate to encompass any anticipated need for widening of the street or other improvements, and widening of the right-of-way to town standards would create nonconforming street setbacks for other structures on the street.
- (i) **Minimum Interior Setback.** Column (I) establishes a minimum setback measured from the interior lot lines.

Exception:

- (1) The interior setback requirements may be reduced to zero (0) under certain conditions (see section 5.2.8.).

Note:

- (2) Side setbacks are set at zero (0) in many non-residential districts in order to encourage the formation of a street wall, as is found in traditional commercial centers such as the TC district along Franklin Street.
- (j) Minimum Solar Setback. Column J establishes a minimum setback measured from north lot lines. Where a solar setback and either a street or interior setback both apply to the same portion of a lot line, the required minimum setback shall be the greater of the two.

Exceptions:

- (1) The solar setback may be reduced to zero (0) under certain conditions (see section 5.2.8).
 - (2) Minimum solar setback requirements shall not apply to any structure, or part thereof, when the proposed height of the structure is ninety (90) percent, or less, of the maximum allowed setback height. In such cases, the lesser interior setback may be used instead.
- (k) Maximum Impervious Surface Ratio. Column K establishes the maximum ratio of impervious surface on a lot. The maximum amount of impervious surface area is derived by multiplying the gross land area of the lot by the ratio established in Column (K) and as described below:
- (1) Residential development: (.50)
 - (2) Non-residential or mixed-use development: (.70).

Exception:

- (3) Impervious surface restrictions shall not apply to town center zoning districts.
- (l) Maximum Floor Area Ratio. Maximum floor area allowed shall be the number of square feet derived by multiplying gross land area by the applicable floor area ratio (FAR), as shown in Table 3.8-1.

Exceptions:

- (1) A maximum floor area ratio shall not apply to single-family dwelling units (with or without an accessory apartment).
- (2) For two-family duplex dwellings on a single zoning lot, the floor area ratio shall be .40 in all zones and overlay zones, except where the overlay zone establishes a more restrictive floor area ratio for duplexes.
- (3) A maximum floor area ratio shall not apply to public cultural facilities
- (4) For public elementary and secondary schools, the maximum floor area ratio shall be 0.174 unless a higher floor area ratio is established in Column (L).
- (5) Where a lot is partially within the resource conservation district, the maximum allowable floor area of the portion of the lot outside of the resource conservation district shall be calculated as the sum of:
 - A. The product of, and
 - (i) The floor area ratio of the portion of the zoning lot outside the resource conservation district, and
 - (ii) The area, in square feet, of the portion of the zoning lot outside the resource conservation district
 - B. The product of

- (i) The floor area ratio applicable to a permitted use in the resource conservation district, and
- (ii) The area, in square feet, of the portion of the zoning lot within the resource conservation district.

[Dimensional Matrix begins on next page]

Table 3.8-1: Dimensional Matrix

(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)
Zoning District	Lot Size (square feet min)	Density (units per acre max)	Frontage (min feet)	Lot Width (min feet)	Building Height, Setback (max feet)	Building Height, Core (max feet)	Street Setback (min feet)	Interior Setback (min feet)	Solar Setback (min feet)	Impervious Surface Ratio (max)*	Floor Area Ratio (max)
R-LD5	217,800	0.2	200	250	29	35	30	16	20	.5/.7	.025
RT	100,000	0.4	160	200	29	35	30	16	20	.5/.7	.031
R-LD1	43,560	1.0	100	125	29	35	30	16	19	.5/.7	.047
R-1A	25,000	2.0	80	100	29	38	29	15	18	.5/.7	.062
R-1	17,000	3.0	64	80	29	40	28	14	17	.5/.7	.076
R-2A	14,500	3.5	56	70	29	50	27	10	12	.5/.7	.087
R-2	10,000	4.0	52	65	29	50	26	11	13	.5/.7	.093
R-3	5,500	7.0	40	50	29	60	24	8	11	.5/.7	.162
R-4	5,500	10.0	40	50	34	60	22	8	9	.5/.7	.230
R-5	5,500	15.0	40	50	39	60	20	6	8	.5/.7	.303
R-6	5,500	15.0	40	50	39	60	20	6	8	.5/.7	.303

R-SS-C	N/A	N/A	N/A	N/A	39	60	10	0	N/A	.5/.7	1.10 "
TC-1	N/A	N/A	12	15	44	60	0	0	0	N/A	1.97
TC-2	N/A	N/A	12	15	44	90	0	0	0	N/A	1.97
TC-3	N/A	N/A	12	15	44	120	0	0	0	N/A	4.00
CC	5,500	15.0	40	50	34	60	22	8	9	.5/.7	.429
N.C.	5,500	10.0	40	40	34	60	24	8	11	.5/.7	.264
OI-1	5,500	10.0	40	50	29	60	24	8	11	.5/.7	.264
OI-2	5,500	15.0	40	40	34	60	22	8	9	.5/.7	.264
OI-3	2,000	N/A	15	15	N/A	N/A	0	0	0	.5/.7	.566
OI-4	2,000	N/A	12	15	N/A	N/A	0	0	0	N/A	N/A
I	17,000	N/A	64	80	26	50	26	11	13	.5/.7	.071
LI-CZD	17,000	0.0	64	80	N/A	90	15	10	10	N/A/.7	N/A
MH	100,000	N/A	160	200	29	35	30	16	20	.5/.7	.019
MU-OI-1	N/A	N/A	N/A	N/A	44	90	0	0	0	.5/.7	.264
MU-R-1	N/A	N/A	N/A	N/A	29	90	0	0	0	.5/.7	.076
MU-V arterial	5,500	20.0	80	62	70	114	0	0	20	.5/.7	1.2
MU-V collector	5,500	15.0	40	50	44	90	0	0	20	.5/.7	.500

MU-V local	5,500	15.0	70	40	32	40	0	0	17	.5/.7	.500
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Footnotes:

- (1) The notation "N/A" indicates that the requirements does not apply within the particular zoning district.
- (2) Existing lots of record as of December 7, 1992, which are subsequently rezoned to R-LD5 can be subdivided to create up to three (3) lots of not less than two (2) acres gross land area in size each; provided, however the remaining land shall be developed with a minimum lot size of at least five (5) acres gross land area for each lot, and provided that no lot created under this exemption shall have a new direct access onto an arterial street.

3.8.3 Exceptions to Setback and Height Regulations.

- (a) The following features shall not be subject to the required minimum setbacks provided the town manager determines that such features do not significantly impair the degree of solar access provided adjacent properties through application of the appropriate solar setback requirements:
 - (1) Roof overhangs which do not exceed thirty-six (36) inches in length;
 - (2) Free-standing signs and projecting signs, provided such signs comply with the sign standards established in section 5.14;
 - (3) Fences and walls not exceeding six (6) feet in height;
 - (4) Flagpoles, home satellite dishes and TV antennas, bridges, and transmission poles, towers, and cables; and
 - (5) The decking of patios, decks and swimming pools not exceeding three (3) feet in height, provided they are not constructed closer than five (5) feet from the property line of the zoning lot. Protective railings, as required by building code, may be added to the decking height.
- (b) The following features may project above the building envelope defined by the maximum height limitations and additional setback requirements contained in Rules for Interpretation of Table 3.8-1, Columns (F) and (G), below, provided the town manager determines that such features do not significantly impair the degree of solar access provided adjacent properties through application of the appropriate solar setback requirements:
 - (1) Chimneys, accessory radio or television antennas, flagpoles, monuments, cupolas, parapets, dormers, clock towers or decorative towers with a footprint not exceeding twenty (20) percent of the principal building, provided the projection of such structures above the building envelope does not exceed fifteen (15) percent of the maximum height limitation that defines the portion of the building envelope penetrated by such structures;
 - (2) Steeples, or solar collectors, provided the projection of such structures above the building envelope does not exceed fifteen (15) percent of the maximum height limitation that defines the portion of the building envelope penetrated by such structures;
 - (3) Spires, smokestacks, water tanks, or windmills, provided such structures do not exceed in height the horizontal distance therefrom to the nearest lot line; and
 - (4) Transmission poles, towers, and cables.

3.8.4 Transitional Control Intensity Modifications.

- (a) In office/institutional—Three (3) districts, all development located within one hundred (100) feet of a residential district shall observe floor area ratios equal to those required for office/institutional—1 districts, as shown in Table 3.8-1.
- (b) In all nonresidential zoning districts and planned developments (TC-1, TC-2, TC-3, MU-V, CC, NC, OI-3, OI-2, OI-1, I, LI-CZD, PD-SC, PD-OI and PD-I), the following setback and height regulation modifications shall apply:
 - (1) Minimum street setback across a street from residentially zoned land shall be equal to the street setback applicable in the residential district across the street. Except when MU-V development is separated from the residential district by an arterial street with a right-of-way of one hundred (100) feet or greater, in which case the setbacks of the underlying zoning district would apply.
 - (2) Minimum interior setback adjacent to residentially zoned land shall be equal to the interior setback applicable in the adjacent residential district.
 - (3) Minimum solar setback adjacent to residentially zoned land shall be equal to the solar setback applicable in the adjacent residential district.
 - (4) The primary height limitation applicable at any of the modified setbacks identified in (1)—(3) above shall not exceed thirty-five (35) feet.

3.8.5 *Reserved.*

3.8.6 *Reserved.*

Editor's note— Ord. No. 2010-06-21/O-11, § 4, adopted June 21, 2010, repealed subsection 3.8.5, Housing Floor Area Restrictions for Major Subdivisions and subsection 3.8.6, Alternatives to Floor Area Restrictions of the Land Use Development Ordinance; provided, however, that in the event Section 2 of this ordinance No. 2010-06-21/O-11 is, subsequent to its enactment, ruled void or unenforceable in its entirety or in substantial part by a final order of a court of competent jurisdiction, Sections 3.8.5 and 3.8.6 shall be automatically reinstated without the need for further action by the Town Council.

3.8.7 *Incentive for Residential Construction in Town Center (TC) Districts.*

The purpose of this section is to provide an incentive for the construction of dwelling units in the town center.

- (a) The amount of floor reserved for residential uses on new or expanded lots shall be excluded from the floor area ratio calculation as follows:

TC Residential Floor Area Bonus

	TC-1	TC-2
Multifamily dwellings	Up to 5% or 1,000 sf of floor area, whichever is less	Up to 5% or 1,000 sf of floor area, whichever is less
Vertical mixed use dwellings	Up to 15% or 15,000 sf of floor area, whichever is less	Up to 15% or 15,000 sf of floor area, whichever is less

3.8.8 Cluster Development.

- (a) *Generally.* The town encourages cluster developments as defined in Appendix A [Definitions]. Cluster developments, as defined in Appendix A [Definitions], require modification of lot size standards; individual lots may be somewhat smaller but the sum of reductions in lot area becomes common recreation area for the benefit of all residents of the cluster development. The recreation area is increased and the intensity of development is controlled. Cluster developments also allow the developer greater design flexibility and will permit reasonable use of land with difficult topography.
- (b) *Approval requirements.* The town council may approve a cluster development in any residential district if it finds that:
- (1) The tract proposed for cluster development is at least two (2) acres in size.
 - (2) Public, separate, water supply and sewerage connections are available for every subdivided lot.
 - (3) The total number of lots proposed for the tract, excluding parcels of reserved recreation area, is not greater than the number determined by multiplying the total gross land area by the maximum density established in section 3.8 for that zoning district.
 - (4) The recreation area reserved within the tract shall conform to the recreation area standards of section 5.5.
 - (5) The minimum amount of land reserved as recreation area shall be the sum of all reductions in minimum gross land area as a result of the cluster form of development, combined with the minimum recreation area reservation required in section 5.5. Only the minimum recreation area reservation required in section 5.5 may be dedicated outside the boundaries of the land being subdivided as specified in section 5.5.2.
- (c) *Reductions in lot and setback requirements.* For lots created as part of a cluster development, minimum gross land area, minimum lot width, and minimum setback requirements may be reduced as follows:
- (1) Minimum lot size requirements specified in section 3.8 may be reduced to five thousand, five hundred (5,500) square feet gross land area.
 - (2) Minimum lot width requirements specified in section 3.8 for R-LD5, R-LD1, R-1A, R-1, R-2A, and R-2 zoning districts may be reduced to fifty (50) feet.
 - (3) Minimum street setback requirements specified in Section 3.8 may be reduced to ten (10) feet except where the street lot line forms an exterior boundary of the cluster development.
 - (4) Minimum interior setback requirements specified in Section 3.8 for R-LD5, R-LD1, R-1A, R-1, R-2A, and R-2 zoning districts may be reduced to eight (8) feet except where the interior lot line forms a boundary of the cluster development.
 - (5) Minimum solar setback requirements specified in Section 3.8 for R-LD5, R-LD1, R-1A, R-1, R-2A, and R-2 zoning districts may be reduced to ten (10) feet except where the north lot line forms a boundary of the cluster development.
- (d) *Floor area ratios and impervious surface limitations.* For lots created as part of a cluster development, floor area ratios and impervious surface limitations, as shown in Table 3.8-1, shall be calculated using the gross land area of the lot or the minimum lot size for the zoning district, whichever is greater.

(Ord. No. 2004-02-23/O-2; Ord. No. 2005-10-10/O-6, § 2; Ord. No. 2007-02-26/O-3a, §§ 4, 5; Ord. No. 2007-02-26/O-5, §§ 4, 5; Ord. No. 2008-04-28/O-4, § 1; Ord. No. 2008-11-24/O-4, § 3; Ord. No. 2009-04-15/O-4; Ord. No. 2010-06-21/O-1, § 1; Ord. No. 2010-06-21/O-11, § 4; [Ord. No. 2015-11-23/O-6](#), § I; [Ord. No. 2015-11-23/O-8](#), § II; [Ord. No. 2015-11-23/O-12](#), § 2; [Ord. No. 2016-03-21/O-1](#), §§ 2, 3; Ord. No. [2017-04-05/O-7](#), §§ 8, 9; Ord. No. [2018-05-23/O-4](#), § 3)

8.4. - Historic District Commission.

8.4.1. *Establishment of the Commission.*

A historic district commission, consisting of ten (10) members appointed by the council, is hereby established.

8.4.2. *Qualifications.*

All members of the commission shall reside within the planning jurisdiction of Chapel Hill, and a majority of the members shall have demonstrated special interest, experience, or education in history or architecture. Members shall serve without compensation.

8.4.3. *Tenure.*

Members of the commission shall be appointed to serve terms of three (3) years, and until their respective successors have been appointed and qualified. The terms of the original members may be staggered so that all terms do not expire simultaneously. Vacancies shall be filled for the unexpired term only.

8.4.4. *Officers.*

The commission shall elect one (1) member to serve as chair and preside over its meetings, and shall create and fill such offices and committees as it may deem necessary. The term of the chair and other officers shall be one (1) year, with eligibility for re-election to a second term.

8.4.5. *General Responsibilities of the Commission.*

The commission shall seek to promote, enhance, and preserve the character of the Chapel Hill Historic District, provided the commission shall not require the reconstruction or restoration of individual or original buildings, structures, or portions thereof. In considering new construction, the commission shall encourage design which is harmonious with the character of the historic district, but shall not discourage either contemporary or traditional design.

8.4.6. *Powers of the Commission.*

The commission is authorized and empowered to undertake actions reasonably necessary to the discharge and conduct of its duties and responsibilities as outlined in this appendix and in Chapter 160A, Article 19, Part 3C of the N.C. General Statutes, including but not limited to the following:

- (a) To recommend to the planning commission and council areas for designation by ordinance as historic districts;
- (b) To recommend to the planning commission and council that designation of any areas as a historic district be revoked or removed;
- (c) To recommend to the planning commission, council, and the State of North Carolina structures, sites, objects, or districts worthy of local, state, or national historical recognition;
- (d) To propose to the council amendments to this chapter or to any other ordinance relating to the historic district, and to propose new ordinances or laws relating to the historic district or to a program for the development of the historical resources of the Chapel Hill community;
- (e) To request the council to hold public hearings on matters within the purview of the commission;
- (f) To hear and decide applications for certificates of appropriateness in accord with article 3 of this appendix; (Ord. No. 2004-02-23/O-2)
- (g) To establish guidelines under which the town manager shall approve applications for certificates of appropriateness covering minor modifications on behalf of the commission;
- (h) To undertake, on its own or in collaboration with any other commission, board, agency, society, or organization, any programs of information, research, or analysis relating to any matters under its purview;

- (i) To cooperate with other commissions, boards, or agencies of the town or other governmental unit in offering or requesting assistance, guidance, or advice concerning matters under the commission's purview or of mutual interest;
- (j) To participate in negotiations with owners and other parties in an effort to find means of preserving historic buildings scheduled for demolition;
- (k) To provide advice to owners of property located within the historic district concerning the treatment of the historical and visual characteristics of their properties, such as color schemes, gardens and landscape features, and minor decorative elements;
- (l) To publish information or otherwise inform owners of property located within the historic district about any matters pertinent to the commission's duties, organization, procedures, responsibilities, functions, or requirements;
- (m) To contract, in accord with established town policies and procedures, for services or funds from agencies or departments of the State of North Carolina and the United States government;
- (n) To accept funds granted to the commission from private or non-profit organizations;
- (o) To organize itself and conduct its business by whatever legal means it deems proper;
- (p) To report violations of this appendix or related ordinances to the local official responsible for the enforcement thereof;
- (q) To exercise, within the historic district, all the powers and duties of the Chapel Hill Community Design Commission;
- (r) To exercise such other powers and to perform such other duties as are authorized or required elsewhere by this appendix, the N.C. General Statutes, or by the council.

8.4.7. Meetings.

The commission shall establish a regular meeting schedule, and shall meet at least quarterly and more often as it shall determine and require.

All meetings of the commission shall be open to the public, and reasonable notice of the time and place thereof shall be given to the public, in accord with Chapter 143, Article 33C of the N.C. General Statutes.

The commission shall adopt rules of procedure and regulations for the conduct of its affairs.

The commission shall keep a record of its meetings, including attendance of its members, and its resolutions, findings, recommendations, and actions.

8.4.8. Attendance at Meetings.

Any member of the commission who misses more than three (3) consecutive regular meetings or more than half the regular meetings in a calendar year shall lose his or her status as a member of the commission, and shall be replaced or reappointed by the council. Absence due to sickness, death, or other emergencies of like nature shall be recognized as excused absences, and shall not affect the member's status on the commission except that in the event of a long illness or other such cause for prolonged absence, the member shall be replaced.

8.4.9. Quorum and Voting.

A quorum of the commission, necessary to take any official action, shall consist of five (5) members.

The concurring vote of a simple majority of those members present shall be necessary to take any official action.

8.4.10. Historical and Architectural Significance Maps.

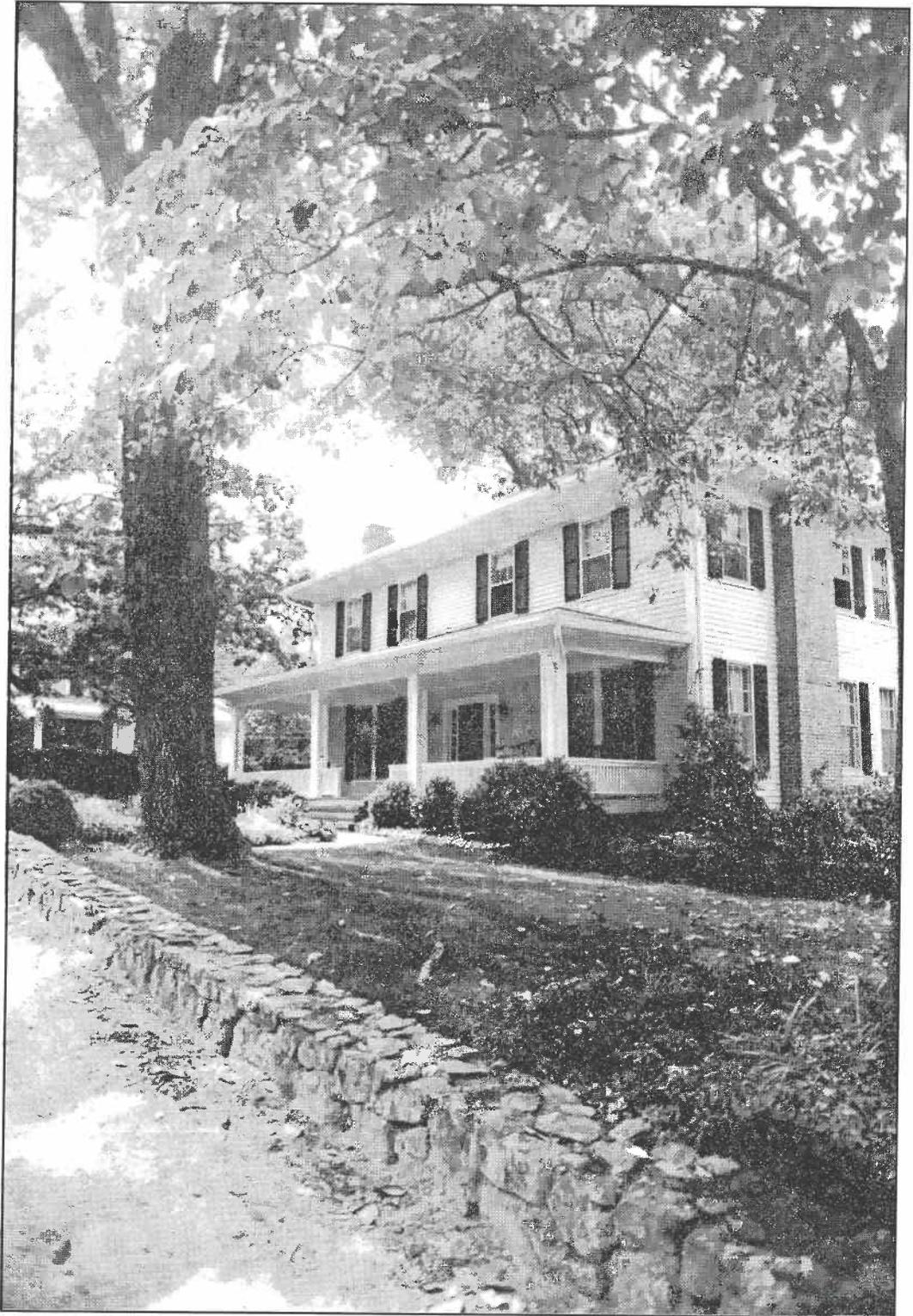
The commission shall prepare, maintain, and consult maps showing the historic and architectural significance of structures within the historic district. Such maps shall be updated at least every five (5) years.

A structure is deemed to have historic and/or architectural significance if it possesses integrity of location, design, setting, materials, workmanship, feeling, and association, and if it:

- (a) Is associated with events that have made a significant contribution to the broad patterns of local, state, or national history; or
- (b) Is associated with the lives of persons significant in the past; or
- (c) Embodies the distinctive characteristics of a type, period, or method of construction, or represents the work of a master, or possesses high artistic values, or represents a significant and distinguishable entity whose components may lack individual distinction; or
- (d) Has yielded, or may be likely to yield, information important in prehistory or local, State, and national history.

([Ord. No. 2014-03-10/O-2, § 3](#))

8. Design Guidelines for the Chapel Hill Historic Districts



***Design Guidelines for the
Chapel Hill Historic Districts***

**Chapel Hill Historic District Commission
Design Guidelines Sub-committee**

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Adopted by the Chapel Hill Historic District Commission on November __, 2001.

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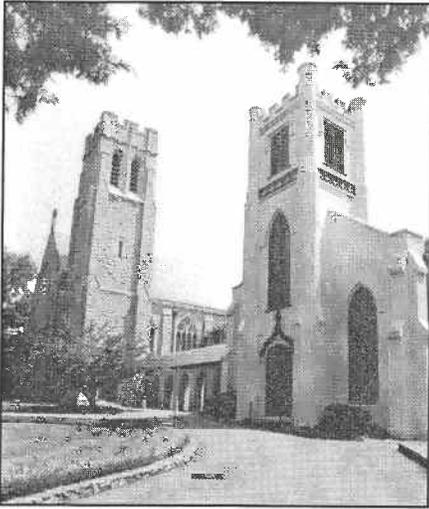
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Introduction

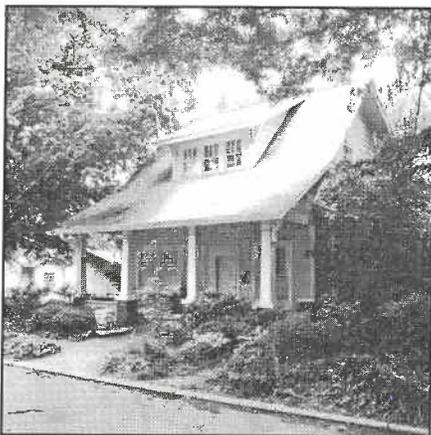
Introduction



*Chapel of the Cross
Franklin-Rosemary Historic District*



*Federal style house
Franklin-Rosemary Historic District*



*Bungalow
Cameron-McCauley Historic District*

The purpose of these design guidelines is twofold. The design guidelines provide guidance to property owners within Chapel Hill's local historic districts as they plan exterior changes that are consistent with the special character of the districts. They also offer guidance to the Chapel Hill Historic District Commission as it reviews the appropriateness of all proposed changes throughout the districts.

Chapel Hill's Historic Districts

The Town of Chapel Hill has established three local historic districts encompassing a combined total of more than five hundred properties. The three districts are Franklin-Rosemary Historic District, the Cameron-McCauley Historic District, and the Gimghoul Historic District. Each district borders a different edge of the UNC campus and although primarily residential in character, each includes institutional buildings as well. Maps of the districts are included in the Appendices.

The Franklin-Rosemary District, Chapel Hill's first local historic district, was established in 1976. Its long history and development are closely tied to the growth and development of the University of North Carolina since its opening in 1795. The single family homes, multi-family and fraternal residences, and institutional buildings in the neighborhood represent a broad complement of architectural styles spanning more than two centuries. Nineteenth century Federal, Greek Revival, Gothic Revival, and Queen Anne buildings—as well as vernacular farmhouses—were joined by numerous bungalows and Colonial Revival style houses in the early twentieth century. Frame houses with deep and wide front porches are most prevalent but the district also includes several brick and stucco buildings. A mature tree canopy and low fieldstone walls unify the streetscapes. The district also includes part of the commercial area that developed along Franklin Street at the northern edge of the UNC campus.

The Cameron-McCauley Historic District is situated to the west of the UNC campus. The neighborhood developed rapidly after its inclusion within the town's limits in 1851 and it continued to develop steadily through the 1940s providing housing for many university employees and faculty. The Cameron-McCauley Historic District is delineated by a harmonious blend of Chapel Hill gravel paths, sidewalks, and low stone walls along tree-lined streets. The neighborhood streetscapes are characterized by a relatively dense siting of houses set back from the street and shaded by a dominating tree canopy. The majority of houses in the district are bungalows and houses built in the nationally popular twentieth-century styles such as Colonial Revival, Craftsman, and Tudor Revival. Surviving from its earliest period, the district also includes a few Queen Anne buildings, vernacular I-houses, and triple-A houses with Greek Revival elements. Institutional buildings, such as the Carolina Inn, and several large fraternal residences are found in the district as well.

The Gimghoul Historic District is a neighborhood located east of the campus and developed in the 1920s and 1930s to provide needed housing for university families. The dominant architectural style is Colonial Revival. The rugged topography of the neighborhood is quite distinctive for it is situated along a ridge which terminates in a dramatic overlook of Battle Park forest, bordering the district on its north and east sides. In addition to the vista of the adjoining dense forest, the proximity of Gimghoul Castle at the end of Gimghoul Road and the Gothic Revival style Chapel of St. Thomas More add to the distinctive, romantic character of the district setting. Lushly landscaped houses, a dense tree canopy, fieldstone retaining walls, Chapel Hill gravel sidewalks, and the curvilinear nature of Glandon Drive all contribute to the suburban feel and picturesque character of the Gimghoul Historic District.

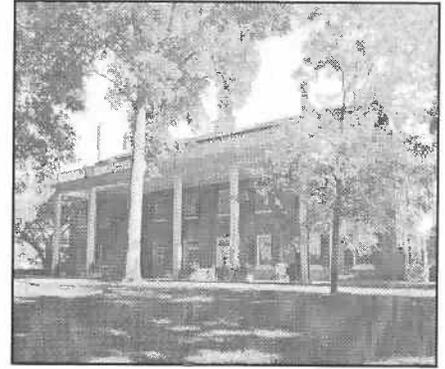
Chapel Hill Historic District Commission

Created by the Chapel Hill Town Council in 1976, the Chapel Hill Historic District Commission is charged with the task of maintaining and enhancing the character of three local historic districts. The Historic District Commission is composed of ten members appointed by the Town Council for three-year terms and assisted by the Chapel Hill Planning Department staff in executing its duties. The Commissioners are all residents of Chapel Hill who demonstrate special interest, experience, or education in architecture, archaeology, or other preservation-related fields. Based upon its established commission and planning department staff support, Chapel Hill qualifies for the Certified Local Government (CLG) program, a federal program administered by the North Carolina State Historic Preservation Office. CLG status benefits the community in a number of ways including eligibility for preservation-related grant opportunities.

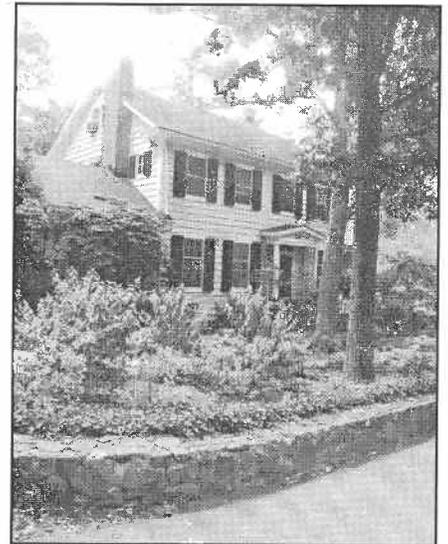
The Design Review Process

The Chapel Hill Historic District Commission's primary task is to review Certificate of Appropriateness (COA) applications for exterior changes within the districts to ensure that future changes to properties are consistent with the character of the historic district. The Commission does not require property owners to make changes to their properties and its review is limited to exterior changes. Interior alterations to a district building and routine maintenance and minor repairs to the building's exterior that do not change its appearance and materials are not included in the design review process. Rather, the Commission reviews proposed exterior alterations, changes in exterior materials, new construction, additions, significant site changes, and the relocation or demolition of historic buildings. For demolition requests, the Historic District Commission may delay demolition for up to 365 days to allow time for alternatives to demolition to be explored.

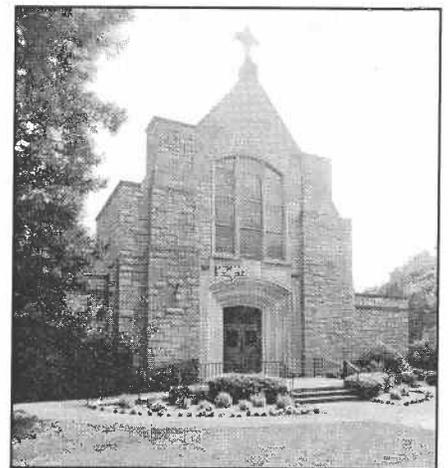
The HDC design review process provides for the timely review of proposed exterior changes or new construction before work is begun. Early in the planning process, property owners should contact the planning department staff to obtain a copy of the design guidelines



*Carolina Inn
Cameron-McCauley Historic District*



*Colonial Revival House
Gimghoul Historic District*



*Chapel of St. Thomas More
Gimghoul Historic District*

For information or assistance, contact the Chapel Hill Planning Department at 919/968-2728.

A glossary of architectural terms is included in the Appendices.

and a Certificate of Appropriateness application. Typically, a completed COA application form will include a written description and drawings of the proposed work along with photographs of the existing conditions. Because proposed changes differ in complexity and scale, it is important to confirm with the planning department staff what information and specific drawings are required for the proposed project. The Historic District Commission reviews completed applications at its monthly meetings and Certificates of Appropriateness are issued for approved applications. The COA certificate must be obtained before a building permit can be issued and it must be posted at the building site while the approved work is in progress.

While the HDC cannot prepare designs for property owners, it can offer advice or suggestions. Courtesy reviews, offered during the monthly HDC meetings, provide applicants with an opportunity to informally discuss their projects early in the planning process before they submit a COA application. Commissioners are better prepared to offer informal suggestions and comments if applicants request a courtesy review well in advance. The Commission also maintains a library in the Planning Department with materials on restoration, adaptive use, fences, walks, and landscaping.

To expedite the design review process, some less substantial exterior work items are routinely reviewed by the staff, eliminating the need for review by the full Commission unless the staff member believes the proposal warrants it. A list of work items that may be approved by planning department staff is included in the Appendices. Any questions regarding proposed work within the historic district may be directed to the Chapel Hill Planning Department at 919/968-2728.

The Chapel Hill Historic District Commission normally meets on the second Thursday of each month in the Council Chambers of the Town Hall, 306 N. Columbia Street. To be included on the agenda, completed Certificate of Appropriateness applications must be submitted by the third Friday of the month preceding the meeting. HDC meeting dates and times can be verified with the planning department staff.

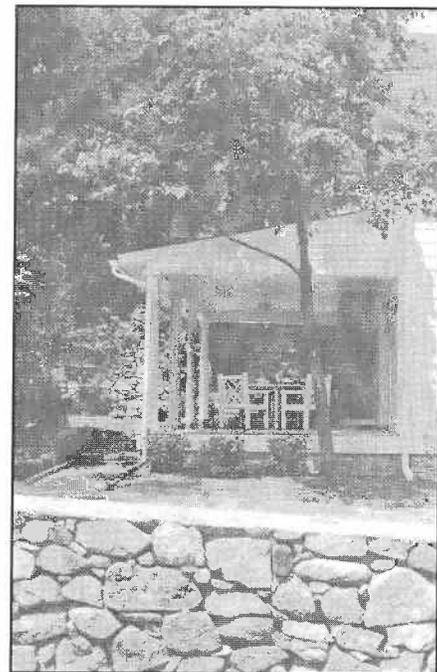
Appeals and Compliance

Decisions by the Chapel Hill Historic District may be appealed to the Board of Adjustments except for an action involving the State of North Carolina, in which case the North Carolina Historical Commission hears the appeal. The appeal must be filed within thirty days of receipt of written notification of the HDC decision. Applicants may appeal if they feel the HDC did not base its decision on the design guidelines or did not follow proper procedure in reaching its decision.

If work is begun without a Certificate of Appropriateness, all work must stop until a COA is issued. Work requiring review that is performed without a COA is in violation of the Chapel Hill Development Ordinance. The penalty can be the removal of the unapproved alteration, a civil citation, a fine, or other legal action.

Secretary of the Interior's Standards for Rehabilitation

The United States Department of the Interior developed a set of standards for the preservation of historic buildings in 1976. These ten national standards for the rehabilitation of historic buildings provide guidance to the Chapel Hill Historic District Commission, and similar commissions across the country, in their deliberations. The Chapel Hill Historic District Design Guidelines are locally tailored design guidelines based on these national standards and they reflect the same philosophical approach to rehabilitation. That approach values ongoing protection and maintenance of historic properties to minimize the need for more substantial repairs. In turn, it values repairs of historic features and fabric over their replacement in kind. The Secretary's Standards, as they are commonly called, are listed below in their most current version (1992). It should be noted that, although the first standard addresses use, the HDC does not review proposed uses of historic buildings.



1. A property shall be used as it was historically or be given a new use that requires minimum change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property shall be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, shall not be undertaken.
4. Changes to a property that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and, where possible, materials. Replacement of missing features shall be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, shall be undertaken using the gentlest means possible. Treatments that cause damage to historic materials shall not be used.
8. Archaeological resources shall be protected and preserved in place. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historical materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and shall be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

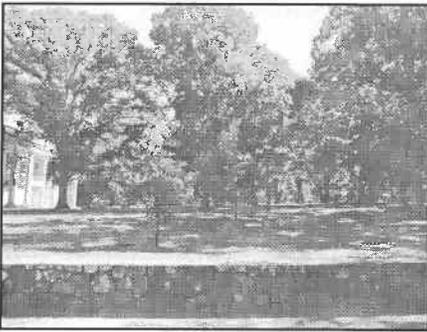


District Setting

Setting



The viewsheds created by both Battle Forest (above) and the UNC campus (below) contribute significantly to the setting of the historic districts they border.



Throughout the historic districts, the consistency provided by mature trees, low stone walls, and gravel sidewalks unifies the streetscapes and helps establish the district setting.

The setting of properties within Chapel Hill's historic districts is the result of the physical context created by the visual and associative site characteristics of the neighborhoods. In particular, the natural topography and well-established landscape play a substantial role in creating the setting of the Chapel Hill historic districts. In the Gimghoul neighborhood, for example, the unique setting is created by the combination of a natural ridge that terminates in a dramatic overlook, the forest of Battle Park along its north slope, and the vista of Gimghoul Castle. While the spatial and visual character of each district was clearly influenced by natural site features, the relationship to the university campus has significantly influenced the development of the districts over time. The linear commercial and institutional development along Franklin Street as it borders the campus and the vistas provided by the campus greens adjacent to the historic districts are just two examples of the impact the university has upon the neighborhood settings.

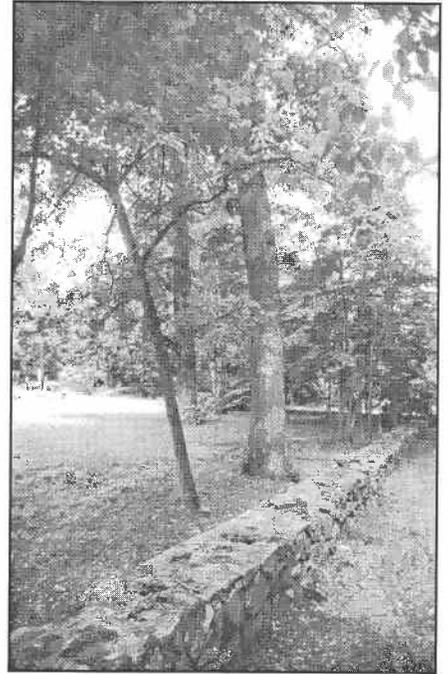
Considerations

The harmony of the streetscapes and the historic buildings within their landscaped settings is the result of ongoing actions that maintain or enhance the gentle ambiance of the districts. The historic setting of the Chapel Hill districts is defined in part by the ongoing traditions of low fieldstone walls along the street frontage of so many properties, the cultivation of hedges and tree canopies, and the network of sidewalks lined with "Chapel Hill gravel," a fine-grained gravel that looks like sand. By understanding the significance of each site element to the district setting, property owners can make informed, sound decisions on how to incorporate appropriate changes while preserving the historic setting.

The topics that follow in this section of the design guidelines address more specifically various aspects of the district setting.

Guidelines: Setting

- 1.** Retain and preserve the visual and associative characteristics of the landscape and buildings that are important in defining the overall historic character of the district.
- 2.** Protect and maintain the visual and associative characteristics of the district setting that are established by the relationship of buildings to the streetscape, including significant vistas, site topography, accessory structures, streets, alleys, walkways, walls, fences, and plantings.
- 3.** Introduce new site features, building additions, new buildings, and other structures in ways that are compatible with the visual and associative characteristics of the historic district.
- 4.** It is not appropriate to introduce or remove a site feature if it will significantly diminish or radically alter the visual or associative characteristics of the district setting.



Site Features & Plantings



Many district houses are set within grassy front yards with mature shade trees and foundation plantings.



Mature boxwood hedges create a formal approach to this district property.



Within the narrow front yard setback, this bungalow is surrounded by a more informal landscaped setting.

The mature landscapes of Chapel Hill's historic districts are not static but evolving and their preservation cannot be accomplished in the same way that buildings are preserved. Nonetheless, significant natural site features and plantings—such as mature trees, gardens, foundation plantings, hedges, and street tree canopies—are an essential part of the district setting and their maintenance important. They can be maintained through routine fertilizing, pruning, and treatment for diseases. Replacing diseased or damaged trees and plantings with healthy new specimens that will have a similar appearance as they mature also maintains the character of the districts.

Considerations

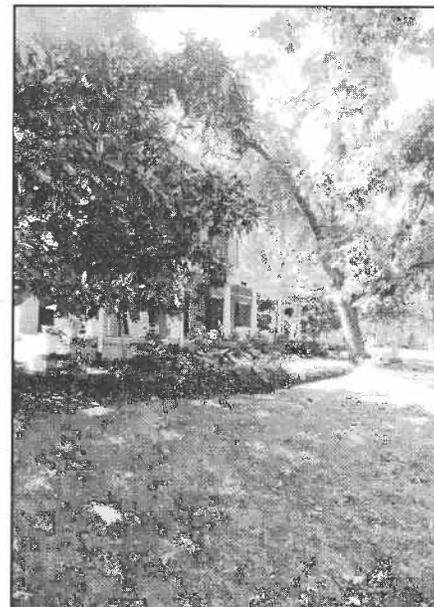
Although many landscaping decisions are entirely up to the individual property owner, a Certificate of Appropriateness is required for the removal of "rare and specimen trees" (as defined in the Chapel Hill Development Ordinances) in some situations and for any proposed site work related to new construction or hard surfaced driveways, off-street parking areas, and walkways. Property owners can contact the HDC staff to determine if a COA is necessary for proposed site changes or improvements.

It is important to consider the overall setting and specific site characteristics in planning for landscape changes. The selection of new plantings that maintain or enhance the enclosed or open sense of the property from the existing vocabulary of district site features and plantings is always desirable. A list of suggested plantings is provided in the Appendixes. The Town's Urban Forester can provide technical advice to property owners as well.

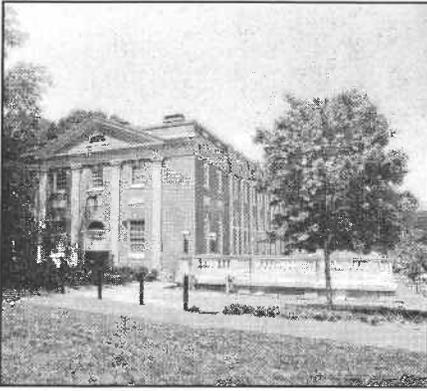
Large trees and other important site features should be protected from damage during construction or site work. Related soil compaction or loss of root area as a result of construction activities can also endanger mature trees and plantings. The introduction of large manmade contemporary site features, such as playground equipment or swimming pools, within the historic districts should only be considered if the site feature can be accommodated in a unobtrusive location that successfully screens its visibility from the street, minimizing its impact on the historic district. Mechanical equipment, transformers, satellite dishes, dumpsters, and other smaller contemporary site features can usually be located in rear or side yards and screened from view by plantings or fencing.

Guidelines: Site Features & Plantings

- 1.** Retain and preserve site features and plantings that are important in defining the overall historic character of sites and streetscapes within the historic district.
- 2.** Retain and preserve historic relationship between district buildings, structures, or streetscapes and their site features and plantings. It is not appropriate to significantly alter the topography of the district by excavating, grading, or filling.
- 3.** Protect and maintain site features and plantings through appropriate methods including pruning and trimming. Prune or trim trees in a way that encourages the preservation of the district tree canopy. It is not appropriate to remove a healthy, mature tree that is important in defining the overall historic character of the building site or district.
- 4.** Repair deteriorated or damaged historic site features, such as benches, terraces, gazebos, and trellises through appropriate methods.
- 5.** Replace deteriorated or missing site features with new features that are compatible with the overall historic character of the site, building, or district.
- 6.** Replaced damaged or diseased plantings, including mature trees, hedges, and foundation plantings, that are important to the historic character of the site or district with new plantings that are the same or similar in species.
- 7.** Maintain and protect site features and plantings from damage during or as a consequence of site work or new construction.
- 8.** Introduce compatible, new site features or plantings with care so that the overall historic character of the site and district is not diminished or compromised. It is not appropriate to introduce incompatible site features or equipment—including raised planting beds, landscape timbers and other contemporary edging materials, swimming pools, satellite dishes, solar collectors, mechanical equipment, transformers, or “hot boxes”—in locations that compromise the overall historic character of the building, site, or surrounding streetscape.



Archaeology



Before the terrace was constructed behind Graham Memorial on the UNC campus, the project was reviewed to determine if it was likely to disturb archaeological resources.

Archaeological resources are artifacts and features that provide physical evidence of past human activity. They are typically concealed beneath the ground but may be revealed, often inadvertently, during site work. Stones from earlier building foundations, old cisterns and wells, garden pathways, and buried rubbish piles are all examples of archaeological resources. Such artifacts can provide information about the location, configuration, and materials of previous site structures, fences, walls, walkways, and gardens. They can also offer insight into the lifestyles and activities of previous occupants and may even reveal evidence of pre-historic inhabitants.

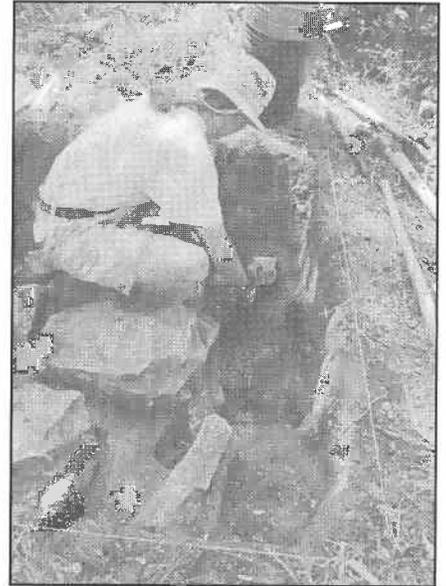
Considerations

The best way to preserve archaeological resources is to leave them undisturbed. Consequently it is important to keep site grading, excavating, and changes related to new construction to a minimum within the historic districts. When such activities are planned, it is important to avoid areas with known archaeological resources and to proceed with caution in areas where archaeological resources are probable. During the planning stages of large construction projects, a professional archaeologist should review the project to determine if it is likely to destroy important archaeological resources. The Office of State Archaeology in the North Carolina Division of Archives and History can provide this assistance to property owners.

Occasionally, property owners within the historic districts may uncover archaeological features while making modest site changes, such as adding a walkway, planting a tree, or burying a drain line. Photographing the feature before continuing the work is one way to record such information for future reference.

Guidelines: Archaeology

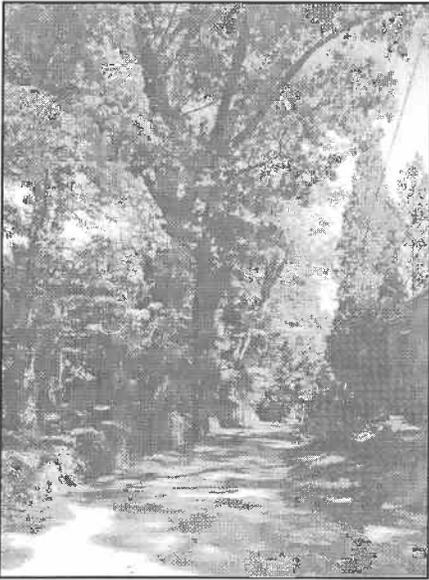
- 1.** Retain and preserve known archaeological resources that are important to the site or historic district.
- 2.** Maintain and protect known archaeological resources from damage during or as a consequence of site work or construction. It is not appropriate to utilize heavy machinery and equipment in areas known to contain important archaeological resources.
- 3.** Minimize disturbances to terrain, changes in topography, and site grading to reduce the possibility of damaging or destroying important archaeological resources.
- 4.** Work with professional archaeologists following current professional practices to plan and conduct investigations of important archaeological resources that cannot be preserved in place.
- 5.** Document the archaeological evidence if archaeological resources exposed during site work cannot be preserved in place.



Public Right-of-Way



Where level changes or heavy traffic are a sidewalk safety or accessibility concern, brick pavers and concrete edging have replaced Chapel Hill gravel.



Alleys and narrow lanes are part of the public right-of-way network that contributes to the historic character of the districts.

The network of streets, alleys, lanes, sidewalks and planting strips that links properties within the districts and that accommodates cars as well as pedestrians contributes in significant ways to the historic character of Chapel Hill's districts through low fieldstone walls, street tree canopies, gravel sidewalks, rolling topography, and occasional brick gutters. If left unmonitored, the ongoing proliferation of signs, utility lines and poles, transformers, and other contemporary elements to the streetscape can diminish its distinctive historic character.

Within the districts, streetscape characteristics vary. The commercial section of Franklin Street is far more rectilinear and formalized than the softer-edged, heavily landscaped residential streets a few blocks away. However, all district streetscapes share a pedestrian-oriented character and scale.

Considerations

Maintaining the functionality of the public right-of-way while preserving its historic character requires careful attention to retaining historic materials, such as brick gutters and fieldstone walls, as repairs or improvements are made. The fine-grained gravel used to surface most sidewalks is a distinctive material in the Chapel Hill districts and it is important to retain it. However, in some heavily traveled areas, the gravel sidewalks may prove too irregular or too narrow a passage for pedestrian safety and accessibility or the rapid erosion of sloping sites may make their maintenance too difficult and alternative compatible surface materials, such as brick pavers, may be necessary. In situations where a new sidewalk surface material is introduced, it is important to avoid a patchwork effect from alternating surface materials along a particular street or block.

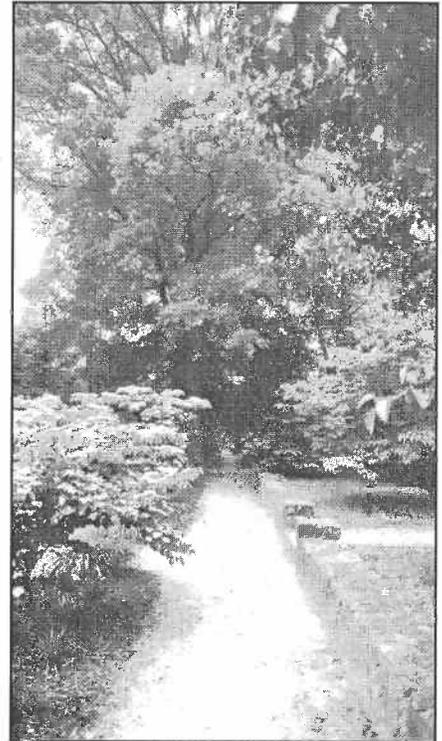
As new street furniture, signs, and lights are added or replaced within the public right-of-way, their selection and siting should be carefully reviewed for compatibility in terms of design, location, materials, color, and scale.

While streetlights, street signs, and power poles have always been a part of the streetscape, there has been a dramatic increase in the amount of equipment, signage, cables, and utilities located within the public right-of-way. Monitoring and coordinating the work of various services and utilities along with the screening of dumpsters and transformers can help to minimize the visual clutter they bring to the streetscape. In some situations, underground services may be worth consideration.

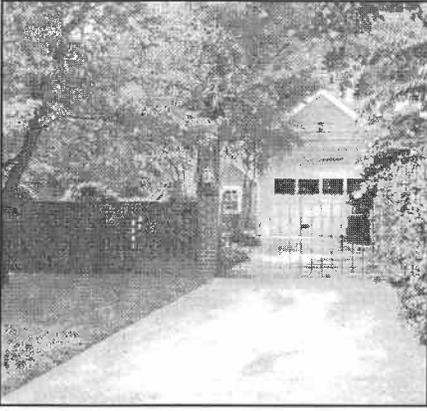
Maintaining and replenishing the tree canopy that contributes to the historic character of many district streetscapes is critical to their preservation. This effort requires monitoring existing trees for damage or disease, pruning them appropriately, protecting them from nearby construction work, and developing a long term plan for their replacement when needed.

Guidelines: Public Right-of-Way

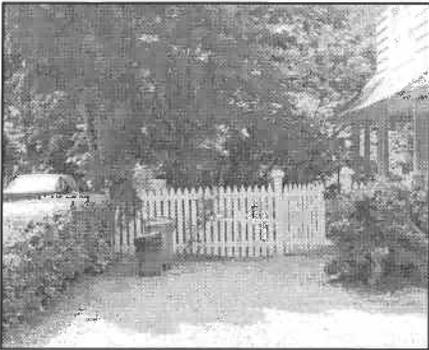
- 1.** Retain and preserve the topography, materials, features, patterns, and dimensions of the streets, sidewalks, planting strips, and street trees that are important in defining the overall historic character of the district.
- 2.** Protect and maintain the details, features, and material surfaces of the historic streetscape through appropriate methods. Replace damaged or deteriorated historic features to match the original in material and design.
- 3.** Protect and maintain street trees and their canopies by trimming and pruning them appropriately. Replace diseased or damaged street trees with new trees of the same or similar species.
- 4.** Limit signage in the public right-of-way primarily to signs necessary for traffic and pedestrian safety. Locate signage so it does not compromise the overall historic character of the streetscape.
- 5.** Introduce new street lighting, as needed, that is compatible in scale, materials, and design with the pedestrian scale and character of the historic district.
- 6.** Minimize the introduction of additional transformers, utility poles, wires, and cables in the public right-of-way. Seek less intrusive locations for such elements to reduce their impact on the historic streetscape. Consider the introduction of underground utility lines where feasible.
- 7.** Locate necessary street furniture, trash receptacles, mailboxes, newspaper racks, and similar elements so they do not compromise the historic character of the streetscape. Select benches and other street furniture that are compatible with the historic district in design, scale, and materials.
- 8.** It is not appropriate to introduce streetscape elements that predate the historic district in an attempt to create a false historical appearance.



Walls & Fences



An pierced-brick wall and metal gate provide security for a rear yard while maintaining the open visual character of the district setting.



Traditional wooden picket fences like this one are appropriate choices for enclosing rear yards within the historic districts.



A low brick wall topped by shrubs and an open lattice-style wooden fence successfully separates the driveway and parking area from the rear yard.

Throughout Chapel Hill's historic districts, low fieldstone walls border many front yards and edge the streetscape. Some are dry stack and others are set in mortar. Where the topography shifts, stone retaining walls accommodate the shift in height between the lawn and the sidewalk. Wooden or cast iron picket fences and pierced brick walls are also found within the districts. The low stone walls and picket fences give definition to property lines without screening views of the front yards. Consequently, a visually open feel is characteristic of the district streetscapes.

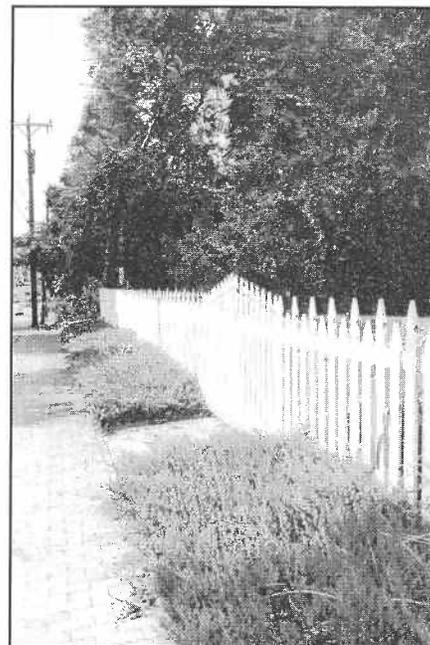
Considerations

It is important to retain the low stone walls so characteristic of the districts and to avoid the introduction of high fencing that interrupts the visual continuity of the streetscape. Picket fences are an option in front or rear yards where access must be controlled but tall, solid privacy fences or walls are inconsistent with the informal, visually open setting of the districts and are not appropriate choices. Screening of rear yard parking areas or mechanical equipment can often be accomplished by a low wall or picket fence complemented by shrubs and other plantings.

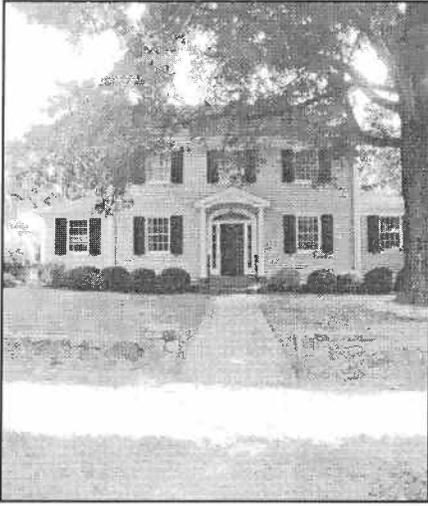
Maintenance and repair of existing masonry walls and metal or wood fences would follow the guidelines for the specific material. In terms of materials for new fences or walls, traditional materials such as fieldstone, brick, wood, and cast iron are all appropriate choices within the districts. A careful look at the surrounding properties will help determine what material and type of wall or fence will best maintain the streetscape character. Contemporary modular concrete products and vinyl or metal chain link fencing are not characteristic of the districts and should not be introduced where they are visible from the street.

Guidelines: Walls & Fences

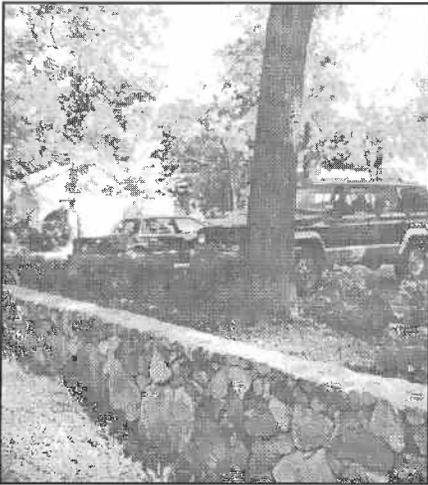
- 1.** Retain and preserve walls and fences that are important in defining the overall historic character of sites within the historic districts.
- 2.** Retain and preserve the features, materials, patterns, dimensions, configurations, and details of historic fences and walls.
- 3.** Protect and maintain the features, materials, and details of historic walls and fences through appropriate methods.
- 4.** Repair deteriorated or damaged historic walls and fences through recognized preservation methods.
- 5.** Replace in kind historic walls and fences that are too deteriorated to repair, matching the original in material, design, dimension, configuration, detail, texture, and pattern.
- 6.** If a historic wall or fence is missing, either replace it to match the original, based upon physical and documentary evidence, or replace it with a new feature that is compatible in material, design, scale, and detail with the building, site, and district.
- 7.** Introduce compatible new walls and fences, as needed, in ways that do not compromise the historic character of the site or district. Site new fences and walls in configurations and locations that are compatible with the character of the building, site, and district.
- 8.** Construct new walls and fences in traditional materials and designs that are compatible in configuration, height, material, scale, and detail with the character of the building, site, and district.
- 9.** Introduce contemporary utilitarian walls and fences, if necessary, in rear and side yard locations only and where they do not compromise the historic character of the building, site, or district. It is not appropriate to introduce contemporary vinyl or metal chain link fences in locations that are visible from the street.



Walkways, Driveways & Offstreet Parking



Simple brick walkways lead from the sidewalk to the front entrance of many district houses.



A low stone wall, shrubbery, and mature shade trees partially screen and soften the visual impact of this offstreet parking area.



A brick gutter defines the edge of this circular gravel driveway.

In the Chapel Hill historic districts, single-lane driveways usually lead from the street to a rear or side yard parking area or garage. Many driveways are gravel while others are defined by concrete runners, asphalt, or brick pavers. On some sites, circular drives curve through the front yard, in other locations a shared driveway accommodates adjoining properties requiring neighborly cooperation. Reflecting an earlier era when automobiles were less dominant, most residential drives and garages were designed to accommodate one or perhaps two vehicles.

Narrow walkways of flagstone, gravel, brick or concrete typically lead the pedestrian from the sidewalk or driveway to the front door. Although the configuration of the driveways and walkways varies greatly for the residential properties, they consistently blend into the site because they conform to the irregularities of the terrain and their edges are softened by landscaping. Only in the commercial areas of the historic districts do straight, wide, crisply-edged concrete walkways define the pedestrian path.

Considerations

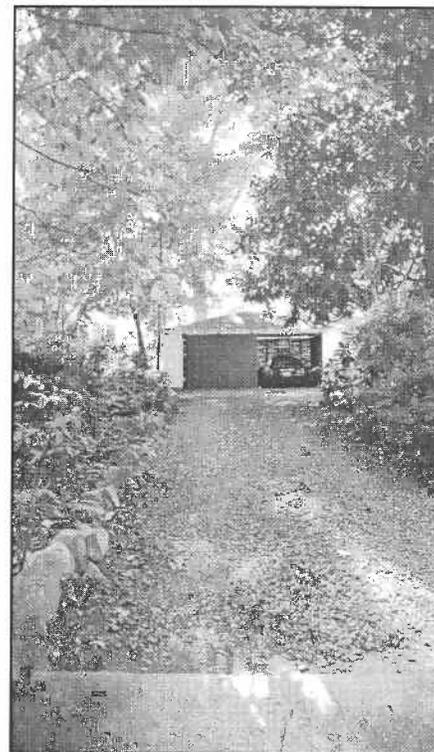
For the residential properties in the historic districts, it is important to retain the informal, harmonious character of existing walkways and driveways. If their surfaces deteriorate, replacement in kind or with compatible materials will maintain the visual continuity they provide. If steep slopes present an ongoing maintenance problem for gravel driveways, brick pavers or asphalt are more compatible replacement choices than concrete.

Increasing offstreet parking for residential properties is a real challenge in the districts for widening or expanding driveways and parking areas is generally not appropriate. If the lot is large enough, it may be possible to add offstreet parking in the rear or side yard if it can be visually screened from adjacent properties and the street. New parking areas should not significantly alter the site's proportion of landscaped area to constructed area.

For institutional or commercial parking lots within the historic districts, it is important to minimize their visual impact by screening the lots from view and subdividing large paved areas with landscaped medians or islands that incorporate existing trees or allow for new plantings.

Guidelines: Walkways, Driveways & Offstreet Parking

- 1.** Retain and preserve walkways, driveways, and offstreet parking areas that are important in defining the overall historic character of sites within the historic districts.
- 2.** Retain and preserve the features, materials, patterns, dimensions, details, and configurations of historic walkways, driveways, and offstreet parking areas.
- 3.** Protect and maintain the details, features, and materials of historic walkways, driveways, and offstreet parking areas through appropriate methods.
- 4.** Repair deteriorated or damaged historic walkways, driveways, and offstreet parking areas through recognized preservation methods.
- 5.** Replace in kind historic walkways, driveways, and offstreet parking areas that are too deteriorated to repair, matching the original in material, design, dimension, configuration, detail, texture, and pattern. Consider a compatible substitute material only if it is not feasible to replace in kind.
- 6.** If a historic walkway, driveway, or offstreet parking area is missing, either replace it to match the original, based upon physical and documentary evidence, or replace it with a new feature that is compatible in material, design, scale, and detail with the overall historic character of the site and district.
- 7.** Introduce compatible new walls and fences, as needed, in ways that do not compromise the historic character of the site or district. Site new walkways, driveways, and offstreet parking areas in locations that are compatible with the character of the building, site, and district and locate them so the general topography of the site and mature trees and other significant site features are not altered, damaged, or lost.
- 8.** In residential sections of the districts, it is not appropriate to locate offstreet parking areas in locations that are visible from the street, where the paving will abut the principal building, or where the paved area will substantially alter the proportion of the site that is paved versus landscaped.
- 9.** Construct new walkways, driveways, and offstreet parking areas in traditional materials and designs that are compatible in configuration, material, scale, and detail with the character of the building, site, and district.
- 10.** Screen new offstreet parking areas visually from the street and buffer adjacent properties from their visual impact through the use of perimeter plantings, fences, walls, or hedges. Reduce the visual impact of large parking areas by subdividing them with interior planting medians.



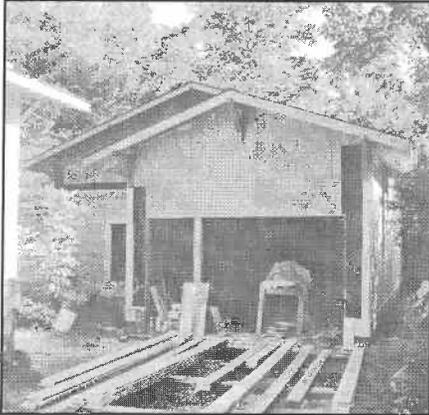
Garages & Accessory Structures



Historic accessory buildings and structures such as this covered well and outbuilding contribute to the district character and should be preserved.



The roof of this one-bay garage was extended to provide shelter for a second vehicle.



This new garage (under construction) was appropriately sited and oriented at the end of an existing driveway. Its exposed brackets and roof overhang echo the detailing of the bungalow it sits behind.

A number of garages, cottages, studies, storage sheds, and other accessory structures can still be found within Chapel Hill's historic districts. Typically, the garages are one or two bays wide, located behind the principal structure, and oriented with the doors facing the street. Their materials often match those of the house as do their details. Generally, small cottages and storage buildings are located in rear yards well behind the main house.

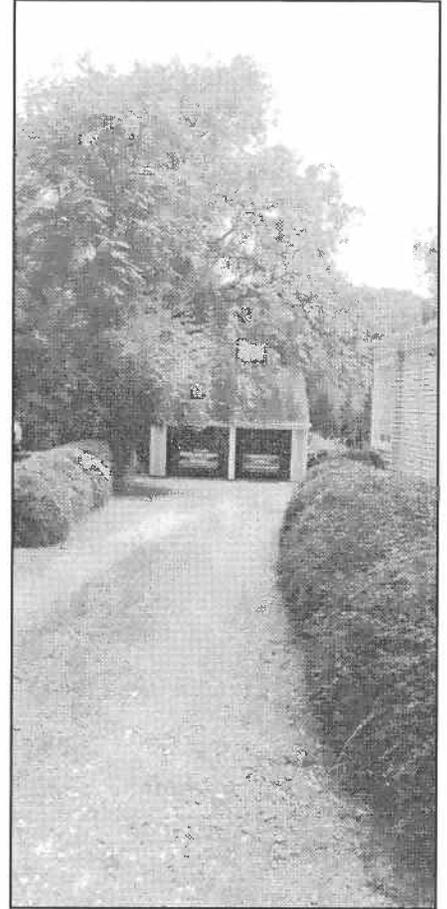
Considerations

Like all buildings, the preservation of early garages and accessory structures is dependent on routine maintenance and timely repair of building elements and materials as described in the relevant design guidelines. If damage or deterioration is severe, the construction of a new garage or accessory structure may be warranted. Particular attention should be given to the compatibility of the proposed design with the roof form, exterior materials, and details of the principal structure in applying the guidelines for new construction. The massing and overall size of new garages or accessory structures should never compete with or diminish the prominence of the principal structure. Their form, height, scale, location, and orientation should be consistent with that of historic garages and accessory structures in the district. For a new garage, selecting doors resembling the appearance of the hinged doors that preceded contemporary overhead doors will enhance its compatibility within the historic district.

Utilitarian storage sheds and prefabricated storage units may be considered for rear yard locations where they are not visible from the street. It is important to select units that relate to the architectural style and materials of the house or are simple rectangular forms with a gable or hipped roof. Wooden storage buildings are more compatible with the residential sections of the districts than are aluminum or vinyl clad units.

Guidelines: Garages & Accessory Structures

- 1.** Retain and preserve garages and accessory structures that are important in defining the overall historic character of sites within the historic districts.
- 2.** Retain and preserve the features, overall form, materials, windows, doors, details, and finishes of historic garages and accessory structures.
- 3.** Protect and maintain the details, features, and materials of historic garages and accessory structures through appropriate methods.
- 4.** Repair deteriorated or damaged historic garages and accessory structures through recognized preservation methods.
- 5.** Replace in kind all or parts of historic garages and accessory structures that are too deteriorated to repair, matching the original in material, design, dimension, detail, texture, and finish.
- 6.** If a historic garage or accessory structure is missing, either replace it to match the original, based upon physical and documentary evidence, or replace it with a new feature that is compatible in material, design, scale, and detail with the overall historic character of the site and district.
- 7.** Introduce compatible new garages and accessory structures, as needed, in ways that do not compromise the historic character of the site or district. Site new garages or accessory structures in traditional locations that are compatible with the character of the building and site. Design them to be compatible with the main house in material, form, scale, and detail. Maintain the traditional height, proportion, and orientation of garages and accessory structures in the district.
- 8.** Locate new utilitarian storage buildings in rear or side yard locations that are visually screened from the street.
- 9.** It is not appropriate to introduce features or details to a garage or accessory structure in an attempt to create a false historical appearance.



Exterior Lighting



A low, unobtrusive contemporary fixture adds needed light for these walkway steps.



Low, directional light fixtures in a compatible period design light the walkway to the Horace Williams House.



Pedestrian-scale lamp posts (above and opposite) can enhance security and safety along walkways without overilluminating the property.

Traditionally, exterior lighting of the residential sections of Chapel Hill's historic districts was minimal. Occasional street lights and simple porch lights were typically the only sources of exterior lighting. Exterior lighting in the commercial and institutional areas within the districts was also minimal by today's standards.

Considerations

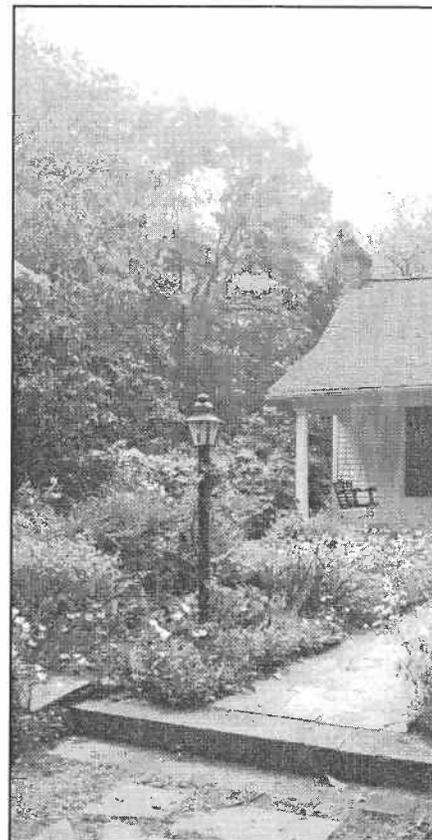
The need for increased site and street lighting reflect contemporary concerns with security and safety throughout the historic districts. It is important to meet these demands in ways that do not compromise the historic character of the site or district and maintain its pedestrian scale. Selective low-level lighting in key locations and the uses of directional fixtures and downlights can prevent problems with excessive, indiscriminant nighttime light. The impact of undesired exterior lighting can also be minimized by the use of timers and motion sensors that control light sources.

Consider the design, materials, size, height, scale, and color of proposed exterior lighting fixtures. The design of fixture should be in keeping with the character of the house and site. Generally simple, inconspicuous fixtures are appropriate in the district as are period lighting fixtures if they are consistent with the character of the house. The brightness, direction, and color of the proposed light source should also be reviewed. Rather than illuminating an entire area, select fixtures that direct light towards the walkway, path, or steps. Limit the repeated use of footlights along a path to prevent a distracting runway effect. If low-mounted footlights are not appropriate, consider modest height post-mounted fixtures that are compatible with the human scale of the historic districts.

District Setting

Guidelines: Exterior Lighting

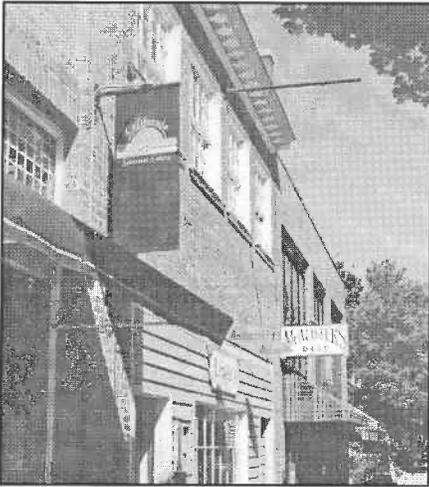
- 1.** Retain and preserve exterior lighting fixtures that are important in defining the overall historic character of buildings or sites within the historic districts.
- 2.** Retain and preserve the features, materials, details, and finishes of historic exterior lighting fixtures.
- 3.** Protect and maintain the details, features, and materials of historic exterior lighting fixtures through appropriate methods.
- 4.** If all or parts of a historic exterior lighting fixture are missing or too deteriorated to repair, replace it with a fixture that is compatible in design, scale, material, and finish with the overall historic character of the building, site and district.
- 5.** Introduce new exterior lighting fixtures with care so that the overall historic character of the building, site, and district is not compromised or diminished. Select and site new lighting fixtures so their location, orientation, height, brightness, scale, and design are compatible with the historic district and its human scale.
- 6.** Introduce low-level lighting in residential areas as needed to ensure safety and security. Minimize their impact on the overall historic character of the site by selecting discreet, unobtrusive fixtures, such as footlights, recessed lights, directional lights, and lights on pedestrian-scaled posts.
- 7.** It is not appropriate to introduce indiscriminant lighting or to over-illuminate the facades or front yards of houses in the historic districts. Control the direction and range of new lighting so it does not invade adjacent properties.
- 8.** It is not appropriate to introduce period lighting fixtures in an attempt to create a false historical appearance.



Signage



Simple, wooden signs mounted on low posts are appropriate for residential areas in the historic districts.



Small, projecting signboards and canvas banners are appropriate signage choices for commercial areas of the historic districts.



Opaque lettering applied directly onto display windows is an effective, economical, and easily reversible form of signage that is appropriate within the historic districts.

Within the commercial area of the Franklin/Rosemary Historic District a variety of signs can be found. Some are incorporated into the building façades while signboards have been attached to others. Signage has also been applied to many awnings and display windows. Throughout the residential areas of Chapel Hill's historic districts, institutional signs, traffic signs, and historic plaques are found as well.

Considerations

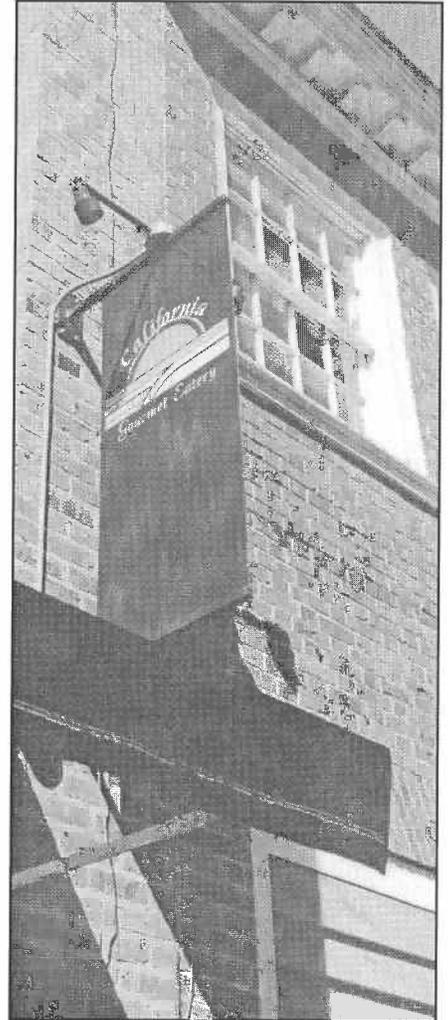
For commercial properties, the traditional location above the storefront transom or mid-cornice remains an ideal location for wooden signboards that are sized to fit the storefront area. Awnings and display windows continue to provide opportunities for signage to be applied as well. Throughout the historic districts, plastic signs and signs that are internally illuminated are not appropriate choices because they are incompatible with the historic character of the districts.

In the residential areas of the historic districts, simple signs that do not detract from the overall historic character can be used to discreetly provide identification or necessary information. Consider the compatibility of proposed new signs in terms of size, overall design, legibility of typeface, and color. The location and supports for proposed signage should also be carefully considered. Generally small, freestanding wooden or metal signs mounted on low supports or a landscaped base can be added to residential properties without detracting from the site or building. If signage must be added directly to a residential building, it is important to find ways to install the sign without concealing or damaging significant architectural features or details. An unobtrusive, inexpensive and easily reversible way to introduce signage on historic buildings is to apply clear adhesive films with opaque lettering onto window or door glazing in appropriate locations. Small identification plaques or wooden signs can sometimes be mounted near a building entrance without compromising the building as well. Within the historic districts, traditional sign materials such as painted wood, metal, and stone are all appropriate.

In addition to a Certificate of Appropriateness from the Historic Preservation Commission, property owners must also apply for a Sign Permit from the Town of Chapel Hill.

Guidelines: Signage

- 1.** Retain and preserve historic signs that are important in defining the overall historic character of buildings or sites within the historic districts.
- 2.** Retain and preserve the features, materials, details, and finishes of historic signs.
- 3.** Protect and maintain the details, features, and materials of historic exterior lighting fixtures through appropriate methods.
- 4.** If all or parts of a historic sign are missing or too deteriorated to repair, replace it with a new sign that is compatible in design, scale, material, and finish with the overall historic character of the building, site and district.
- 5.** Introduce new signage with care so that the overall historic character of the building, site, and district is not compromised or diminished. Select and site new signs so their location, orientation, height, scale, design, and finish are compatible with the historic district and its human scale.
- 6.** Construct new signage out of traditional sign materials, such as wood, stone, or metal. It is not appropriate to introduce new signage in contemporary materials, such as plastic, or internally lighted signs that are incompatible with the overall character of the historic district.
- 7.** In the residential areas of the district, install freestanding signs on low posts or bases that are compatible with the pedestrian scale of the historic districts. Mount small identification signs on building facades in locations that do not damage or conceal significant architectural features or details.



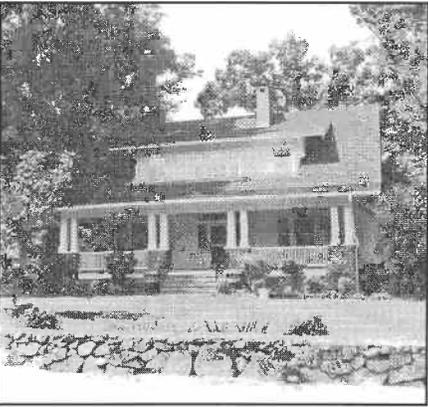


Changes to Existing Buildings

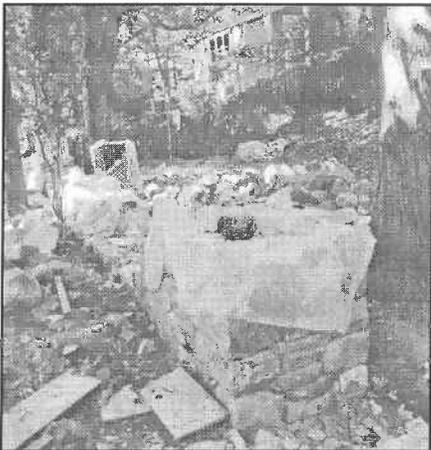
Masonry



Many well-detailed brick residential properties are found within the historic districts.



The fieldstone foundation and column bases of this frame bungalow repeat the pattern and texture of the low fieldstone walls that wrap so many streetscapes throughout the historic districts.



Above, a deteriorated fieldstone wall is reconstructed using traditional materials and methods.

Masonry plays a prominent role in the Chapel Hill historic districts. Brick and stucco facades, frame houses with brick foundations and chimneys, slate and tile roofs, brick or stone steps, and the distinctive low fieldstone walls that border many streetscapes are all examples of masonry features that contribute to the historic character of Chapel Hill.

Considerations

Masonry surfaces are generally quite durable and require relatively little maintenance. Appropriate maintenance steps include the following.

- Routinely inspect for signs of deterioration or damage due to settlement, structural movement, moisture, loose or missing masonry units, deteriorated mortar joints, and vegetation.
- Ensure water does not collect on masonry surfaces and that water drains away from foundations, walls, and piers.
- Clean unpainted masonry surfaces using the gentlest effective method to remove heavy soiling or slow deterioration.
- Clean painted masonry surfaces using the gentlest effective method and repaint to maintain a sound paint film.

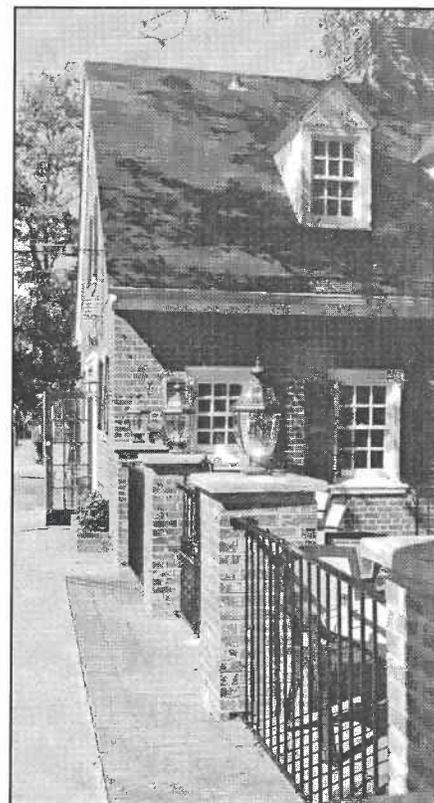
Frequently, masonry surfaces can be adequately cleaned using low-pressure water, natural bristle brushes, and mild detergent; however, stubborn stains or soiling may require a chemical cleaner. Because chemical cleaners may discolor or damage the masonry surface, it is best to pretest any chemical cleaner on an inconspicuous sample area. Chemical cleaners must be neutralized and the surface thoroughly rinsed after wards to prevent ongoing chemical reactions.

Over time, the mortar in masonry features will begin to deteriorate and eventually the mortar joints will need to be repointed with new mortar to prevent moisture from working its way into wall. First, loose or crumbling mortar must be removed with hand tools—taking care not to damage the masonry units. Matching the visual and physical of the original mortar will preserve the appearance and structural integrity of the feature. It is especially important not to replace softer lime mortars with harder Portland cement-based mortars in brickwork, for such substitutions will result in damage to the original brick as temperature changes cause them to expand and contract. Time taken to match the original mortar color through on-site samples can be well worth the effort as repairs will be far less noticeable. Only if moisture problems persist after repointing, should contemporary masonry consolidants and waterproof coatings be considered. If individual bricks are missing or so deteriorated that their replacement is warranted, finding new or salvaged brick to match the size, color, and texture of the original is often possible from the wide variety of stock colors and textures available. If no acceptable replacements are found, custom brick can be made.

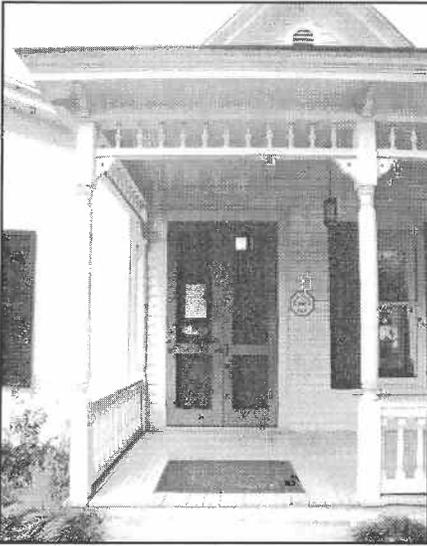
Painting historically unpainted masonry surfaces both diminishes their inherent color, pattern, and texture and triggers an ongoing repainting maintenance cycle that is far more intensive than the long term care of unpainted brick or stone. Therefore, it is both historically appropriate and economically wise not to paint unpainted brickwork. However, the expense and difficulty of removing paint without damaging the masonry makes repainting previously painted masonry the preferred treatment.

Guidelines: Masonry

- 1.** Retain and preserve masonry features that are important in defining the overall historic character of buildings or site features within the historic districts.
- 2.** Retain and preserve the details and finishes of historic masonry features and surfaces.
- 3.** Protect and maintain masonry features and surfaces through appropriate methods.
- 4.** Prior to cleaning or stripping paint, test the proposed method on the masonry surface well in advance on an inconspicuous sample area. Destructive cleaning techniques, such as sand-blasting and high pressure waterblasting, are not appropriate for historic masonry surfaces.
- 5.** Repair deteriorated mortar joints by repointing as necessary to prevent moisture infiltration and accelerated deterioration. Repoint with mortar to match the original in composition, strength, color, and texture. Match the profile and width of the original mortar joint. Apply non-historic treatments such as water repellent coatings only if repointing has failed to stop moisture penetration.
- 6.** Repair deteriorated or damaged masonry features and surfaces through recognized preservation methods, such as selectively replacing missing or deteriorated masonry units in kind.
- 7.** Replace in kind masonry features and surfaces that are too deteriorated to repair, matching the original in material, design, dimension, detail, and finish. Consider a compatible substitute material only if replacement in kind is not technically or economically feasible.
- 8.** If a masonry feature is missing either replace it to match the original feature, based upon physical and documentary evidence, or replace it with a new feature that is compatible in material, design, size, scale, and color with the building or site.
- 9.** It is not appropriate to conceal or replace a historic masonry feature or surface with a contemporary substitute material, such as synthetic stucco or artificial siding.
- 10.** It is not appropriate to apply paint or stucco to masonry surfaces that were historically unpainted or uncoated.



Wood



The turned columns, decorative spindlework, brackets, and turned balusters of the porches above and opposite illustrate the versatility of wood to be milled in a variety of forms.



Wooden shakes add texture and detail to many houses within the districts.



The wooden columns, soffit and cornice of this two story portico were carefully repaired and restored.

Throughout Chapel Hill's historic districts, wood is a popular, traditional building material used for a variety of features from exterior cladding to structural elements to decorative trimwork. Whether Greek Revival, Victorian, or Bungalow, wooden features reflect their style and the technology of the period.

Considerations

Exterior wood elements can last a century or more with proper care and a sound coat of paint. To protect wooden surfaces and features from deterioration it is important to take the following routine maintenance and repair steps:

- Inspect surfaces regularly for signs of damage from moisture, termites and other insects, and fungi or mildew.
- Ensure surfaces are adequately drained to prevent water from collecting on horizontal features or decorative elements.
- Properly caulk or seal vertical wood joints to prevent moisture penetration but do not seal horizontal, lap siding joints.
- Treat historically unpainted wood features with an environmentally-safe chemical preservative to slow decay.
- Maintain protective paint films on exterior wood surfaces to prevent damage due to ultraviolet light and moisture.
- Use the gentlest effective cleaning method and repaint previously painted wood surfaces as necessary to maintain a sound paint film.

Wood is a relatively soft material that must be cleaned gently prior to repainting. If the paint film is still intact, low-pressure washing with a mild household detergent and an anti-mildew additive is usually sufficient. Typically, handscraping and sanding are also necessary prior to repainting. More aggressive techniques, such as the selective use of hot air guns or heat plates, may be necessary if multiple layers of paint are failing. Because harsh alkaline paint strippers, gas-fired torches, sandblasting, and power washing will permanently damage the wood surface and leave a raised grain surface, these techniques are not appropriate for historic wood features.

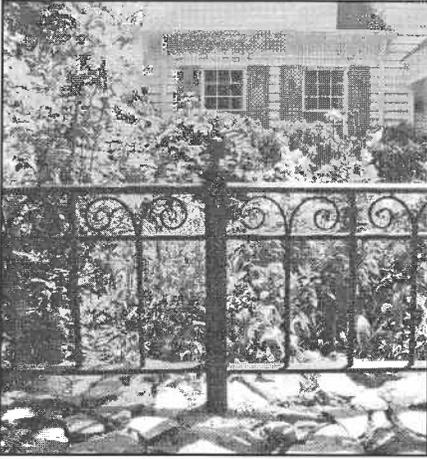
The repair and replacement of deteriorated wood features includes selective replacement of sections in kind by splicing or piecing. For the repair of decorative wood features, consolidation of the deteriorated feature with wood epoxy repair products may prove more cost effective than replacement in kind.

Guidelines: Wood

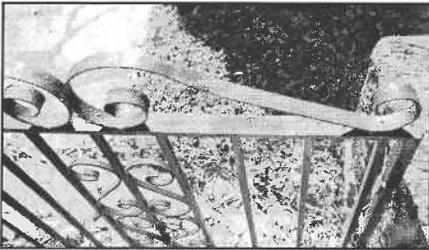
- 1.** Retain and preserve wood features that are important in defining the overall historic character of buildings or site features within the historic districts.
- 2.** Retain and preserve the details and finishes of historic wood features and surfaces.
- 3.** Protect and maintain wood features and surfaces through appropriate methods.
- 4.** Repair deteriorated or damaged wood features and surfaces through recognized preservation methods, such as patching, splicing, consolidating, and reinforcing.
- 5.** Replace in kind wood features and surfaces that are too deteriorated to repair, matching the original in material, design, dimension, detail, and finish. Consider a compatible substitute material only if replacement in kind is not technically feasible.
- 6.** If a wood feature is missing either replace it to match the original feature, based upon physical and documentary evidence, or replace it with a new feature that is compatible in material, design, size, and scale with the building or site.
- 7.** It is not appropriate to cover over, conceal, or replace a historic wood feature or surface with a contemporary substitute material such as vinyl or aluminum.
- 8.** It is not appropriate to clean or strip wood surfaces with destructive methods such as power washing, sandblasting, and using butane or propane torches. Consider the use of chemical strippers only if less aggressive methods such as low-pressure washing with detergents and natural bristle brushes are ineffective.
- 9.** It is not appropriate to introduce wood features or details to a historic property in an attempt to create a false historical appearance.



Architectural Metals



This low cast iron fence with decorative wrought iron inserts tops the fieldstone wall bordering a front yard.



Corrosion of this iron fence will require abrasive cleaning and prompt coating with a metal primer to prevent further deterioration.



The shiny reflective surface of this newly installed copper balcony fascia will develop a greenish patina over time and does not require a protective coat of paint like the cast metal balustrade and brackets do.

Standing seam metal roofs, cast iron fences, wrought iron railings, brass hardware, pressed metal cornices, and copper flashing are all examples of architectural metal elements found throughout Chapel Hill's historic districts.

Considerations

Appropriate routine maintenance and repair methods for architectural metals include the following:

- Inspect surfaces routinely for signs of structural fatigue or failure, moisture damage, corrosion, galvanic action, and paint film failure.
- Ensure drainage of surfaces is adequate to prevent water from collecting on horizontal surfaces or decorative elements.
- Clean metal roofs, gutters, and downspouts as necessary to keep them free of debris and leaves.
- Clean metal surfaces to remove corrosion and to prepare for repainting using the gentlest effective method.
- Maintain a protective paint film on ferrous metal surfaces to prevent corrosion.
- Repaint previously painted surfaces as needed to maintain a sound paint film.

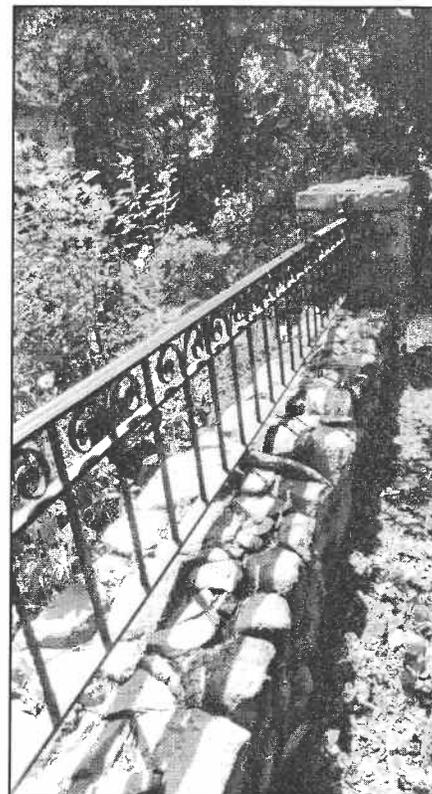
Although copper, bronze, and brass develop a protective green patina through exposure to the elements and aluminum and stainless steel are valued for their resistance to atmospheric corrosion, the inherent finish of all ferrous metals—such as wrought iron, cast iron, and steel—corrodes quickly when exposed to moisture in the atmosphere. Consequently, ferrous metals require a protective paint film to prevent rust from forming. If the paint film deteriorates, all corrosion must be removed and the ferrous metal surface must be promptly primed with an appropriate metal primer to prevent continued deterioration.

The appropriate method for cleaning architectural metals depends on how malleable, or soft, they are. Copper, aluminum, brass, zinc, tin, and lead are all soft metals that should be cleaned with non-abrasive cleaners. In contrast, the abrasive action of a wire brush or hand scraper is appropriate for hard metals such as steel, cast iron, and wrought iron. If these techniques are ineffective, low-pressure grit blasting may also be used to clean hard metals.

It is best to use compatible metals for nails and fasteners on metal roofs because dissimilar metals can cause the corrosion of the weaker metal through galvanic action.

Guidelines: Architectural Metals

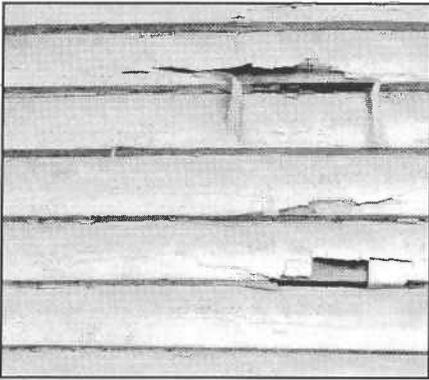
1. Retain and preserve architectural metal features that are important in defining the overall historic character of buildings or site features within the historic districts.
2. Retain and preserve the details and finishes of architectural metal features and surfaces.
3. Protect and maintain architectural metal features and surfaces through appropriate methods.
4. Clean architectural metals using the gentlest effective method. Use chemical cleaners, after pretesting, to clean soft metals. It is not appropriate to clean soft metals with harsh, abrasive techniques such as sandblasting. Clean corrosion and paint buildup from hard metals by hand scraping and wire brushing. Consider low-pressure grit blasting hard metals only if gentler methods are ineffective.
5. Repair deteriorated or damaged architectural metal features and surfaces through recognized preservation methods, such as patching, splicing, and reinforcing.
6. Replace in kind architectural metal features and surfaces that are too deteriorated to repair, matching the original in material, design, dimension, detail, and finish. Consider a compatible substitute material only if replacement in kind is not technically feasible.
7. If an architectural metal feature is missing either replace it to match the original feature, based upon physical and documentary evidence, or replace it with a new feature that is compatible in material, design, size, and scale with the building or site.
8. It is not appropriate to introduce architectural metal features or details to a historic property in an attempt to create a false historical appearance.



Paint & Exterior Color



Muted body colors, white trim, and dark shutters and doors are appropriate paint palettes for the many Colonial Revival houses found within the historic districts (above and opposite).



The paint film on these clapboards is so deteriorated that all peeling paint must be carefully scraped off and the surface sanded prior to repainting to ensure the new paint will bond to the wood.

Lead-based paint was commonly used well into the twentieth century, so most buildings in Chapel Hill's historic districts contain it. Exposed lead-based paint presents a health risk to people living or working around it, especially children and pregnant women. The State Historic Preservation Office and the State Health Department can provide current information on the precautions that should be taken during rehabilitation to ensure a lead-safe building and site.

Changes to Existing Buildings

Color—whether applied or inherent to the exterior materials of a building—is an essential visual element of any historic building. The original color scheme generally reflected the tastes of the era and the preferences of the owner. However, the colors of most buildings have changed over time. If property owners are interested in determining the color chronology of a specific building, examination of paint scrapings under a microscope by an architectural conservator can provide accurate information. Another approach is to select paint colors based upon an understanding of what color palettes are appropriate given the building's architectural style and age. For example, Queen Anne style houses were known for their flamboyant color schemes, whereas more subdued palettes were popular for Colonial Revival buildings. Whatever the architectural style, applying appropriate colors can dramatically enhance the appearance of a building.

Considerations

Several basic principals can guide the selection of paint colors for historic buildings. Historically, trimwork—such as corner boards, cornices, and window and door casings—was often painted in a lower value or a hue that contrasted with the siding color. Typically, window sash and shutters were usually the darkest color on the building. Wood shingles generally were stained in dark colors and if used in tandem with clapboards, the shingles were stained darker than the siding. Some contemporary references that provide information on historically appropriate paint schemes are included in the Appendix. Beyond the visual impact of a paint color, paint is primarily a protective film that allows the building to shed water and to slow the weathering process. Steps in maintaining and protecting historic painted surfaces include:

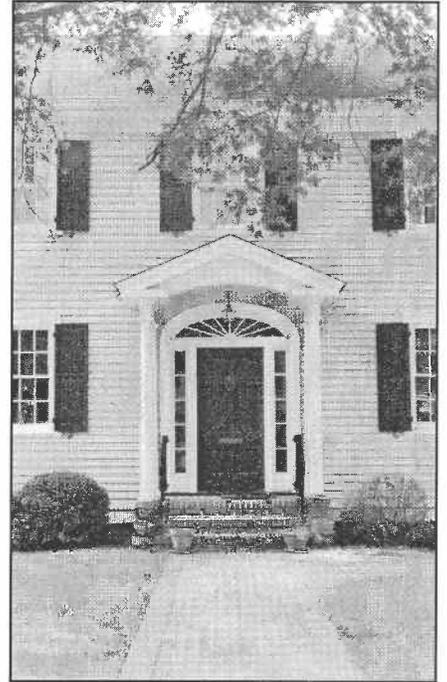
- Inspect painted surfaces regularly for evidence of discoloration, moisture damage, mildew, and dirt buildup.
- Clean painted surfaces routinely to prevent unnecessary repainting, using the gentlest means possible. Ensure that surfaces are clean and dry prior to repainting so the new paint will bond.
- Remove deteriorated and peeling paint films down to the first sound paint layer. Use the gentlest effective method for the substrate material. It is not appropriate to use destructive techniques such as power washing, sandblasting, or high-pressure waterblasting. Hazardous heating devices such as propane or butane torches and heat plates should only be used with extreme caution.
- Prime exposed metal and wood surfaces prior to repainting.
- Maintain a sound paint film on previously painted surfaces by using compatible paint products.

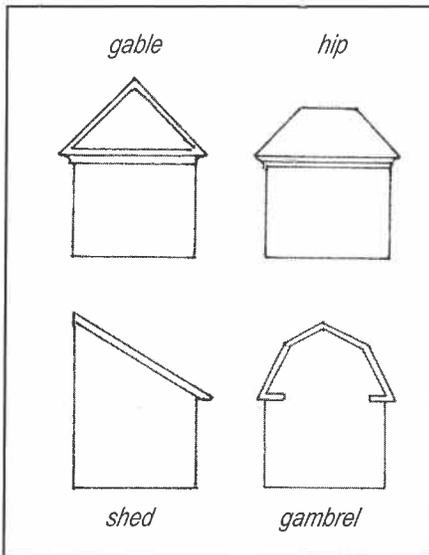
Proper, thorough preparation is critical for any repainting job to ensure the new paint film bonds to the surface. Any loose or deteriorated paint layers must be removed first, any mildew eliminated, and the surface must be clean and dry for repainting. To prevent new corrosion on ferrous metal surfaces, the surface must be promptly primed after cleaning with a zinc-based primer or other rust-inhibiting primer. For exposed wood surfaces, apply a good quality exterior primer and caulk all exposed vertical joints and follow with finish coats of a compatible latex or alkyd resin exterior paint.

Guidelines: Paint & Exterior Color

Note: Paint color changes do not require Historic District Commission approval.

- 1.** Retain and preserve painted features that are important in defining the overall historic character of buildings or site features within the historic districts.
- 2.** Retain and preserve the details and finishes of intact exterior finishes including stains, paints, lacquers, and decorative finishes.
- 3.** Protect and maintain painted exterior features and surfaces through appropriate methods.
- 4.** Clean painted surfaces using the gentlest effective method. Use chemical cleaners, after pretesting, to clean soft metals. It is not appropriate to clean or strip painted surfaces with techniques that are destructive to the underlying surface material.
- 5.** Reapply paints or stains to previously painted or stained exterior surfaces in colors that are appropriate to the building and site. It is not appropriate to paint or coat masonry surfaces that were not coated or painted historically.
- 6.** Enhance and reinforce the architectural materials and features of a district building and site through the appropriate selection and placement of paint color.





Basic Roof Forms



Above, deteriorated roofing shingles on this prominent, steeply-pitched roof are being replaced with new shakes that resemble the original roofing treatment.



Complex roofs which combine a variety of roof forms, like the one above, are found throughout the historic districts.

Roofs

Whether flat, hipped, shed, gable, gambrel, or a combination of these forms, the form and pitch of the roof contributes strongly to the architectural character of any building. Pattern, scale, color, and texture of roofing materials further define the character of the roof as do features such as dormers, gables, vents, turrets, and chimneys. Today, asphalt or fiberglass shingles are common roofing materials in the historic districts. These composition shingles replaced earlier roofing materials such as pressed metal, tile, and slate roofs. Well-maintained slate, tile, and metal roofs can last for a century or more and they add distinctive pattern and texture to a roof, making their repair and preservation well worth the effort.

Considerations

The care and maintenance of the roof is critical to the preservation of any building, including the following steps:

- Inspect regularly for signs of moisture damage, corrosion, structural damage, and paint failure.
- Clean debris from gutters and downspouts regularly to ensure adequate drainage of the roof surface.
- Replace deteriorated flashing with good quality flashing.
- Clean metal roofs using the gentlest effective method and repaint as necessary to maintain a sound paint film.

Roof flashing provides watertight joints where roof planes change or are interrupted by features such as chimneys or dormers. Deteriorated or improperly installed flashing is a common source of roof leaks. Copper, galvanized sheet metal, or aluminum with a baked enamel finish are appropriate flashing materials within the historic districts.

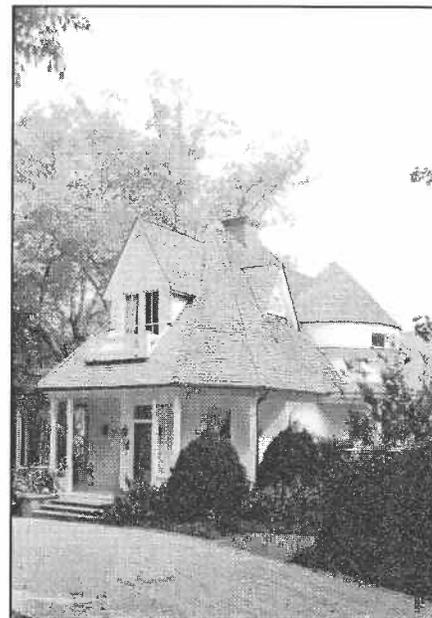
Clogged gutters or downspouts must be cleared routinely or they can cause moisture damage to a building. It is especially important to inspect built-in gutters regularly as their condition is concealed from view and, if they are blocked or failing, substantial damage can occur to the roof or trimwork that encases them. If new gutters or downspouts are needed, they should be installed carefully so no architectural features or details are damaged. Traditional shaped gutters and downspouts fabricated of aluminum with a baked enamel finish or copper are both appropriate replacement choices in the districts.

While roofs can provide convenient locations for new mechanical or communication equipment, their installation may compromise the architectural integrity of a historic building as can the introduction of skylights, solar panels, and other contemporary roof features. Roof locations for such elements should only be considered if they can be located on roof planes not visible from the street and if they will not damage or conceal significant roof features.

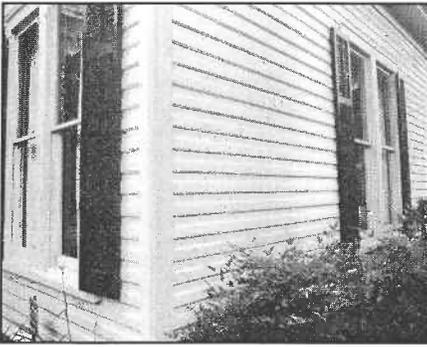
New dormers should only be introduced if their scale and design are compatible with the building and their proposed location will not detract from the architectural integrity of the building.

Guidelines: Roofs

- 1.** Retain and preserve roofs that are important in defining the overall historic character of buildings within the historic districts.
- 2.** Retain and preserve the details, features, and material surfaces of historic roofs.
- 3.** Protect and maintain the details, features, and surfaces of historic roofs through appropriate methods.
- 4.** Repair deteriorated or damaged roof features and surfaces through recognized preservation methods for the specific feature or material.
- 5.** Replace in kind roof features and surfaces that are too deteriorated to repair, matching the original in material, design, dimension, pattern, detail, texture, and color. Consider a compatible substitute material only if replacement in kind is not technically feasible.
- 6.** If a roof feature is missing either replace it to match the original feature, based upon physical and documentary evidence, or replace it with a new feature that is compatible in material, design, size, and scale with the building.
- 7.** Introduce new gutters and downspouts, as needed, with care so that no architectural features are damaged or lost. Select gutters and downspouts that are painted or coated with a factory finish in a color that is appropriate to the building (unless they are copper). Replace half-round gutters and cylindrical downspouts in kind.
- 8.** It is not appropriate to remove character-defining roof features such as chimneys, dormers, built-in gutters, and vents.
- 9.** It is not appropriate to introduce new roof features, such as chimneys, solar collectors, skylights, ventilators, and communication or mechanical equipment of roof slopes that are visible from the street or in locations that compromise the architectural integrity of the building.
- 10.** It is not appropriate to introduce roof features or details to a historic property in an attempt to create a false historical appearance.



Exterior Walls



German siding with traditional trimwork wraps the exterior of this frame house.



Above, deteriorated wooden weatherboards are selectively replaced in kind to match existing siding during rehabilitation.



This Tudor Revival building incorporates a central entrance bay of uncoursed stonework capped by a crenellated parapet with flanking wings of exposed timber framing and stucco panels.

The overall form and massing of buildings are defined by the exterior walls. The detailing of exterior walls also reflects the buildings architectural style. Clapboards, bricks, stucco, wood shingles, and stone are all exterior wall materials that add texture, pattern, scale, and detail to buildings within Chapel Hill's historic districts.

Considerations

Appropriate routine maintenance and repair methods for exterior walls and trim include the following steps:

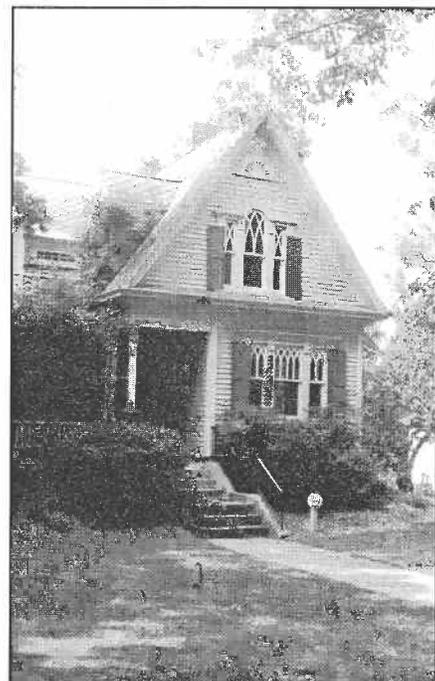
- Inspect regularly for signs of moisture damage, settlement, structural damage, corrosion, insect or fungal infestation, and vegetation.
- Ensure adequate drainage so water does not collect along the foundation or on flat, horizontal surfaces and decorative elements.
- Retain protective paint or stain coatings that prevent deterioration.
- Use the gentlest effective method to clean exterior walls to remove heavy soiling prior to repainting.
- Repaint exterior walls as needed to maintain a sound, protective paint film.

Wood siding is a very enduring exterior cladding material if it is kept free of excessive moisture and protected from ultraviolet light and rain with a protective coat of paint. However, improper maintenance or neglect can lead to the need to selectively replace sections of siding. Fortunately, wood siding and trim are readily available in a variety of widths. It is important that replacement siding match the spacing and detailing of the original. Occasional cleaning, repairs, and traditional repointing necessary for brick or stone walls are described in the Masonry Guidelines.

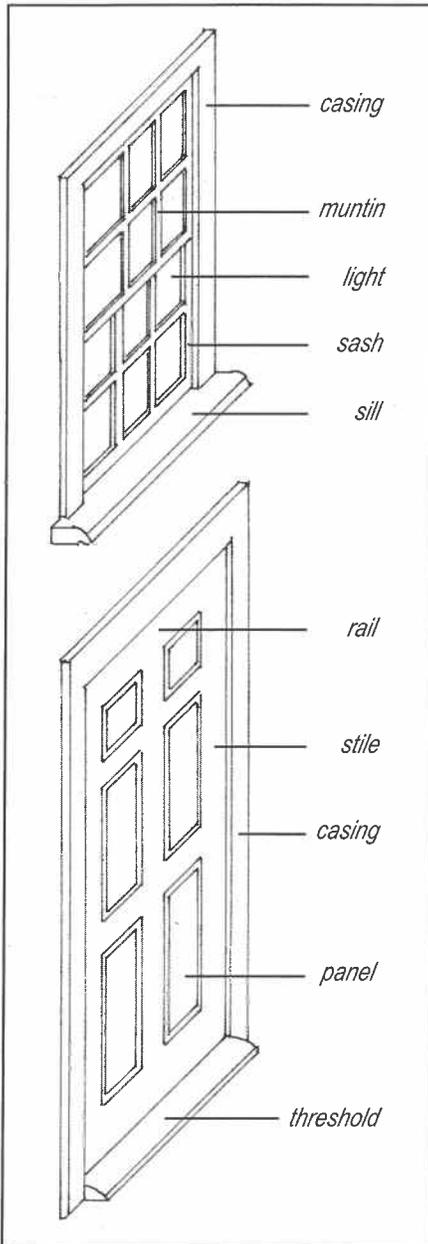
Replacing or covering over historic siding with a contemporary substitute—such as vinyl, aluminum, or fiber-reinforced cement board—is not appropriate within the historic districts because it significantly compromises the architectural integrity of the historic buildings. These contemporary materials do not truly replicate the qualities of the traditional materials they imitate and their installation often damages the original material and conceals or eliminates decorative trimwork. While, in the short term, substitute sidings may temporarily eliminate the need to repair or repaint the original cladding, they can also conceal ongoing moisture problems, structural deterioration, or insect infestation.

Guidelines: Exterior Walls

- 1.** Retain and preserve exterior walls that are important in defining the overall historic character of buildings within the historic districts.
- 2.** Retain and preserve the details, features, and material surfaces of historic exterior walls.
- 3.** Protect and maintain the details, features, and surfaces of historic exterior walls through appropriate methods.
- 4.** Repair deteriorated or damaged exterior wall features and surfaces through recognized preservation methods for the specific feature or material.
- 5.** Replace in kind exterior wall features and surfaces that are too deteriorated to repair, matching the original in material, design, dimension, pattern, detail, and texture. Consider a compatible substitute material only if replacement in kind is not technically feasible.
- 6.** If an exterior wall feature is missing either replace it to match the original feature, based upon physical and documentary evidence, or replace it with a new feature that is compatible in material, design, size, and scale with the building.
- 7.** It is not appropriate to remove historic features and details—such as windows, doors, chimneys, bays, band boards, corner boards, wood shingles, brackets and decorative trimwork—on character-defining exterior walls.
- 8.** It is not appropriate to introduce new exterior wall features—such as windows, doors, chimneys, bays, and communication or mechanical equipment—on exterior walls that are visible from the street or in locations that compromise the architectural integrity of the building.
- 9.** It is not appropriate to cover over or replace historic exterior wall materials—such as clapboards, shingles, bricks, or stucco—with contemporary synthetic coatings or substitute sidings including aluminum, vinyl, and fiber-reinforced cement siding.
- 10.** It is not appropriate to introduce exterior wall features or details to a historic property in an attempt to create a false historical appearance.



Windows & Doors



Window and Door Components



Six-over-one doublehung window sashes replaced inappropriate fixed single-pane glass panels during the sensitive rehabilitation of this bungalow.

Changes to Existing Buildings

The pattern, detail, and scale that windows and doors give to buildings throughout the Chapel Hill historic districts contribute significantly to their architectural character. Functional as well as decorative, these elements provide access, ventilation, daylight, and views. Doublehung wood windows are the most common type of windows found in the districts. A variety of pane configurations within the sashes reflect the wide range of architectural styles represented and the wooden front doors throughout the district reflect an equally diverse range of panel and glazing configurations.

Considerations

From a preservation perspective as well as an economic perspective, it is preferable to properly maintain and repair windows and doors instead of replace them. Appropriate routine maintenance and repair of windows and doors include the following steps:

- Inspect regularly for signs of deterioration due to moisture damage, air infiltration, insect or fungal infestation, corrosion and paint failure.
- Retain protective paint or stain coatings that prevent deterioration.
- Use the gentlest effective method to clean window and door surfaces.
- Reglaze sash and recaulk joinery as necessary to prevent air or moisture penetration.
- Repaint windows and doors as needed to maintain a sound protective paint film.
- Weatherstrip windows and doors to enhance their energy efficiency.

If only a small area of a wood window or door is deteriorated or damaged, a wood epoxy product can be used to repair the unit and prevent replacement of the entire feature. In situations where replacement is necessary, it is important to find new sash or doors that fit the original opening so the frames and surrounds do not have to be replaced. Although stock wood windows and doors are readily available in a variety of sizes and configurations, it is sometimes necessary to have custom replacement units made by a millwork company.

Replacing wood windows with vinyl, vinyl clad, or aluminum windows significantly compromises the architectural integrity of a historic building and is not an acceptable compromise within the historic districts.

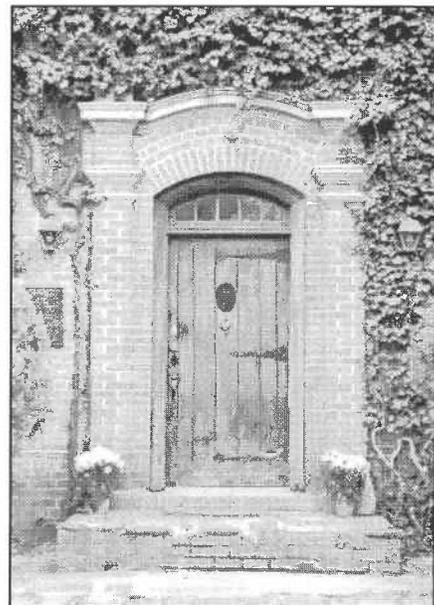
The rhythm and placement of window and door openings is usually quite consistent on a historic building. Consequently, it is generally not appropriate to introduce or eliminate an opening on any prominent elevation.

The guidelines for Utilities and Energy Retrofit on page 48 provide additional information on energy efficiency measures for windows and doors.

Guidelines: Windows & Doors

- 1.** Retain and preserve windows and doors that are important in defining the overall historic character of buildings within the historic districts.
- 2.** Retain and preserve the details, features, and material surfaces of historic windows and doors.
- 3.** Protect and maintain the details, features, and surfaces of historic exterior windows and doors through appropriate methods.
- 4.** Repair deteriorated or damaged exterior windows and doors through recognized preservation methods.
- 5.** Replace in kind exterior windows and doors that are too deteriorated to repair, matching the original in material, design, dimension, configuration, detail, and texture. Consider a compatible substitute material only if replacement in kind is not technically feasible.
- 6.** If an exterior window or door is missing either replace it to match the original feature, based upon physical and documentary evidence, or replace it with a new feature that is compatible in material, design, size, and scale with the building.
- 7.** It is not appropriate to eliminate or introduce window and door openings on character-defining exterior walls.
- 8.** It is not appropriate to remove or cover over materials or details of historic windows and doors—such as beveled glass, art glass, sidelights, transoms, shutters, and decorative trimwork.
- 9.** It is not appropriate to introduce exterior window or door features or details, including shutters, to a historic property in an attempt to create a false historical appearance.

Note: See the guidelines for Utilities and Energy Retrofit for related guidelines on energy efficiency measures for doors and windows.



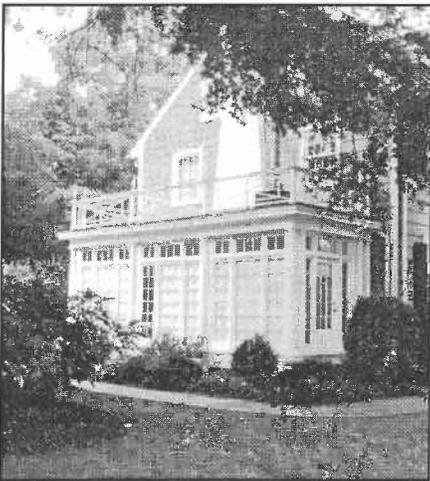
Porches, Entrances & Balconies



Deteriorated elements of this front porch were replaced in kind during rehabilitation.



During rehabilitation the front porch of this bungalow, which had been fully enclosed earlier, was partially reopened.



This side porch was sensitively enclosed while retaining its porch detailing.

Traditional front porches contribute significantly to the overall historic character of houses within Chapel Hill's historic districts. While their stylistic details vary from the delicate Victorian to the bolder, simpler lines of the bungalow, their functional yet decorative elements typically include columns, balustrades, piers, steps, soffits, beaded board ceilings, and tongue and groove floors. Occasional balconies and classically-stylized porticos are also found within the districts.

Considerations

Their projecting nature makes porches and entrances especially vulnerable to the elements. Consequently, timely maintenance and repair is critical. Appropriate routine maintenance and repair methods for porches, entrances, and balconies include the following steps:

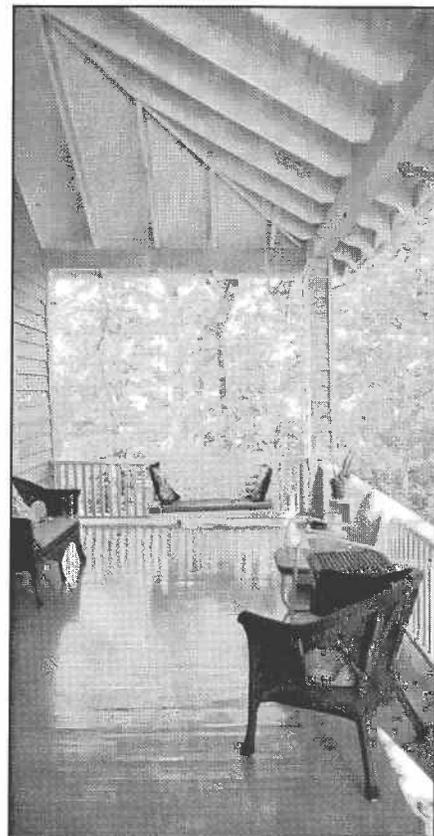
- Inspect regularly for signs of deterioration due to moisture damage, settlement or structural damage, insect or fungal infestation, corrosion, or paint failure.
- Ensure adequate drainage so water does not collect along the foundation or on flat, horizontal surfaces and decorative elements.
- Caulk vertical wood joints to prevent moisture infiltration.
- Retain protective paint or stain coatings that prevent deterioration.
- Use the gentlest effective method to clean surfaces.
- Repaint surfaces as needed to maintain a sound, protective paint film.

The repair of masonry steps, piers, or foundations for porches and entrances are the same as those outlined in the masonry guidelines. Likewise, the repair of wooden porch, balcony, or entrance features is parallel to that of exterior walls and trim. Many traditional materials for porches—such as tongue and groove flooring, beaded board, balustrades, and columns—are still readily available making their replacement in kind a simple matter. However, replacement of decorative brackets, turned columns, or balusters with a distinctive detail may require custom millwork. Where possible, it is generally preferable and more cost-effective to patch in place deteriorated areas of such distinctive elements with epoxy repair products to prevent their replacement.

Front porches and entrances are such visually prominent features that it is not appropriate to significantly alter, enclose, or remove them. Even the alteration or enclosure of a less prominent rear or side porch must be carefully considered and undertaken only if the porch will retain its architectural integrity.

Guidelines: Porches, Entrances & Balconies

- 1.** Retain and preserve porches, entrances, and balconies that are important in defining the overall historic character of buildings within the historic districts.
- 2.** Retain and preserve the details, features, and material surfaces of historic porches, entrances, and balconies.
- 3.** Protect and maintain the details, features, and surfaces of historic porches, entrances, and balconies through appropriate methods.
- 4.** Repair deteriorated or damaged porches, entrances, and balconies through recognized preservation methods.
- 5.** Replace in kind any feature or portion of a porch, entrance, or balcony that is too deteriorated to repair, matching the original in material, design, dimension, configuration, detail, and texture. Consider a compatible substitute material only if replacement in kind is not technically feasible.
- 6.** If a porch, entrance, or balcony is missing either replace it to match the original feature, based upon physical and documentary evidence, or replace it with a new feature that is compatible in material, design, size, and scale with the building.
- 7.** It is not appropriate to eliminate or introduce porches, entrances, and balconies on character-defining exterior walls.
- 8.** It is not appropriate to remove or cover over materials or details of historic porches, entrances, and balconies—such as columns, balustrades, brackets, pilasters, steps, floors, ceilings, cornices, and trimwork.
- 9.** It is not appropriate to enclose a front porch, entrance, or balcony on a character-defining elevation. Consider enclosing a porch or balcony on a side or rear elevation only if the design will preserve the historic character of the porch or balcony.
- 10.** It is not appropriate to introduce exterior porch, entrance, or balcony features or details, to a historic property in an attempt to create a false historical appearance.



Storefronts



The storefront to this commercial building includes many traditional storefront elements—such as large display windows above a low wooden recessed panel bulkhead, transom windows above a canvas awning, a recessed corner entry and a pedestrian-scaled projecting sign.

Within the commercial areas of the Franklin-Rosemary Historic District, especially along Franklin Street, a variety of storefronts from different eras add interest and vitality to Chapel Hill's downtown. The storefront is the most prominent architectural feature of most historic commercial buildings. It links the building to the street and its display windows and signage and entrance entice the passerby to enter. Generally, a mid-cornice or signboard separates the storefront from the rest of the upper street façade as does a change in building materials. Recessed entries often provide a gracious transition from the sidewalk to the building interior. Transoms, awnings, signboards, and large display windows above bulkhead panels are all typical features of traditional storefronts.

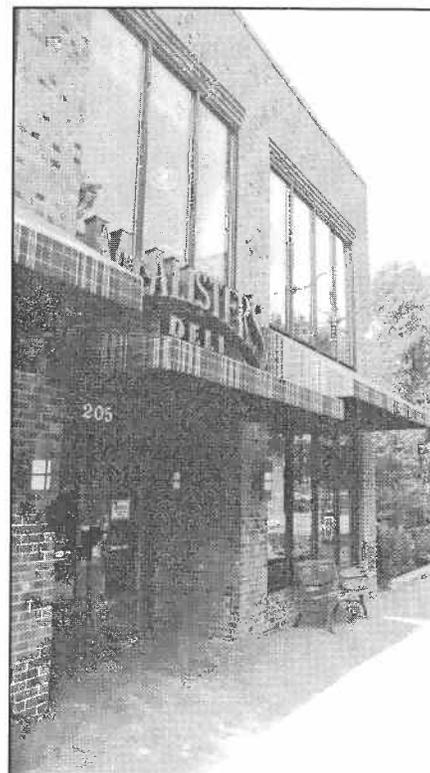
Considerations

The visual prominence of storefronts warrants their preservation. Their high use requires maintenance and repairs similar to those of other entrances, windows, and doors. Removing a historic storefront or replacing its historic features with incompatible, contemporary materials significantly diminishes the architectural character of a commercial building.

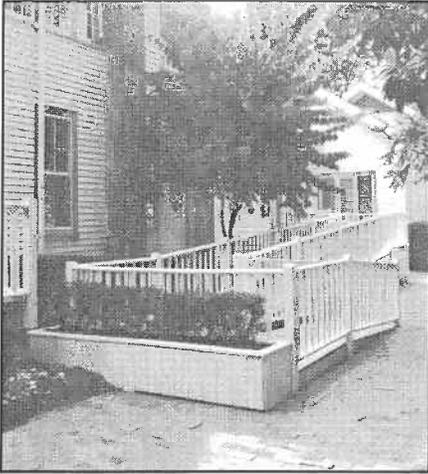
Some original storefronts have raised entrances or narrow recessed doorways that present accessibility challenges. The guidelines on page 46 provide information on accessibility considerations. In addition, see the Exterior Lighting guidelines on page 22 for more information on appropriate lighting and the Signage guidelines on page 24 for pertinent information on signage.

Guidelines: Storefronts

- 1.** Retain and preserve storefronts that are important in defining the overall historic character of buildings within the historic districts.
- 2.** Retain and preserve the details, features, and material surfaces of historic storefronts.
- 3.** Protect and maintain the details, features, and surfaces of historic storefronts through appropriate methods.
- 4.** Repair deteriorated or damaged storefront features and surfaces through recognized preservation methods for the specific feature or material.
- 5.** Replace in kind storefront features and surfaces that are too deteriorated to repair, matching the original in material, design, dimension, pattern, detail, and texture. Consider a compatible substitute material only if replacement in kind is not technically feasible.
- 6.** If a storefront feature is missing, either replace it to match the original feature, based upon physical and documentary evidence, or replace it with a new feature that is compatible in material, design, size, and scale with the building.
- 7.** It is not appropriate to remove character-defining features and details of historic storefronts—such as transoms, mid-cornices, display windows, doors, signboards, recessed entries, tiles, and bulkhead panels.
- 8.** It is not appropriate to introduce new storefront features that compromise the architectural integrity of the storefront in locations that are visible from the street.
- 9.** It is not appropriate to cover over or replace historic exterior storefront materials—such as wood, architectural metal, ceramic tile, glass, or masonry—with contemporary synthetic coatings or substitute materials.
- 10.** It is not appropriate to introduce exterior storefront features or details to a historic building in an attempt to create a false historical appearance.



Accessibility & Life Safety Considerations



The visual impact of this ramp is softened by its location (rear side elevation), compatible materials, and landscaping.



This front entrance was made accessible with the addition of a ramp to the left of the front steps. Landscaping minimizes the visual impact.



This steel firestair was located on the building's rear elevation, painted in a color to blend with the brickwork, and screened at its base with shrubbery.

In deference to their historic character, some flexibility is provided for historic properties by the North Carolina State Building Code and the Americans with Disabilities Act of 1990 in meeting current standards for life safety and accessibility. A change in building use, a need for public access, or a substantial rehabilitation may trigger life safety or accessibility compliance for a historic building. Even though the Commission does not review or control use of a historic building, it does review any use-related proposed change to the building exterior or site to determine if the change is consistent with design guidelines for the district.

Considerations

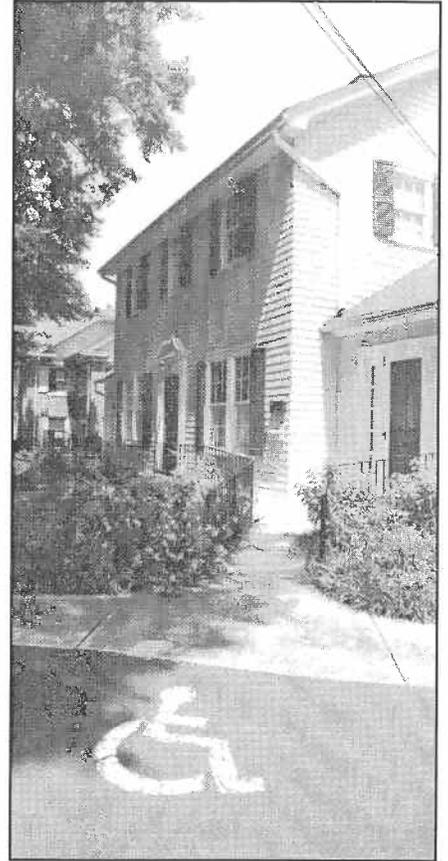
It is important to seek ways to accommodate life safety and accessibility requirements in ways that do not compromise the historic building or site. Property owners are encouraged to work with the HDC and the local code officials early in the planning process to develop creative design solutions that meet or exceed the relevant standards while preserving the architectural and historic integrity of the property.

It is particularly important to provide public access to commercial and institutional buildings. Often modest measures such as replacing door hardware, adding a simple handrail to front steps, slightly widening an entranceway, or gently sloping a recessed entry to meet a raised threshold can remove accessibility obstacles. Raised foundations create accessibility challenges for many historic buildings in providing access from the site to the first floor. This change in level generally requires the addition of a ramp or, less frequently, a mechanical lift.

Life safety concerns requirements may call for the addition of fire exits, fire doors, fire stairs, or elevator towers. The visual impact of such elements can be minimized by discreetly locating such elements on non-character defining elevations and designing them to be compatible with the historic building in material, scale, design, and finish.

Guidelines: Accessibility & Life Safety Considerations

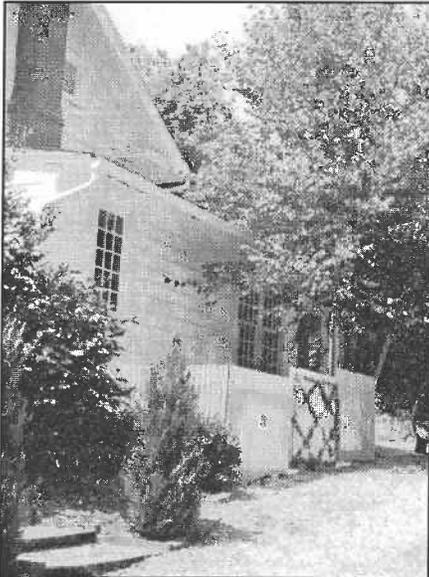
- 1.** In reviewing proposed changes to a historic property, carefully consider related accessibility and life safety code implications to determine if the proposed change is compatible with the historic building and its site.
- 2.** Meet accessibility and life safety code requirements in ways that do not compromise the historic character of the building site and its significant features.
- 3.** Meet accessibility and life safety code requirements in ways that do not compromise the historic character of the building and its significant architectural features.
- 4.** Introduce new or alternate means of access to the historic building, as needed, in ways that do not compromise the historic character of the entrance or front porch.
- 5.** Design accessibility and life safety code features—such as ramps, handrails, and mechanical lifts—so they are compatible with the historic building in design, scale, materials, and finish.
- 6.** Minimize the visual impact of life safety features—such as fire doors, elevator additions, and fire stairs—through compatible design and discreet siting. Locate new life safety features in locations that do not compromise the architectural integrity of the building and that are not visible from the street. Design life safety features to be compatible with the historic building in scale, proportion, materials, and finish.



Utilities & Energy Retrofit



Above, this wooden storm door with glass panels repeats the panel configuration of the six panel front door. Opposite, operable storm windows and shutters are energy efficient features that allow homeowners to control both sunlight and ventilation.



Above, a small section of wooden picket fencing visually screens the outside mechanical units from view.

A variety of traditional energy conserving features benefits the residents of Chapel Hill's historic districts. On many residences, deep front porches help mitigate the outside temperatures and offer shady outdoor living areas. Double hung windows allow residents to manipulate the exchange of fresh air and enjoy cool breezes in warm weather. Mature shade trees protect many district buildings from the solar gain of direct summer sun. Other traditional building features that reflect an understanding of thermal relief include raised foundations, vented crawl spaces, tall attics, gable vents, high ceilings, operable transoms, awnings, and shutters. It is important to find ways to introduce new energy conservation measures, upgraded mechanical systems, and new utility or communication service without compromising the historic character of district buildings.

Considerations

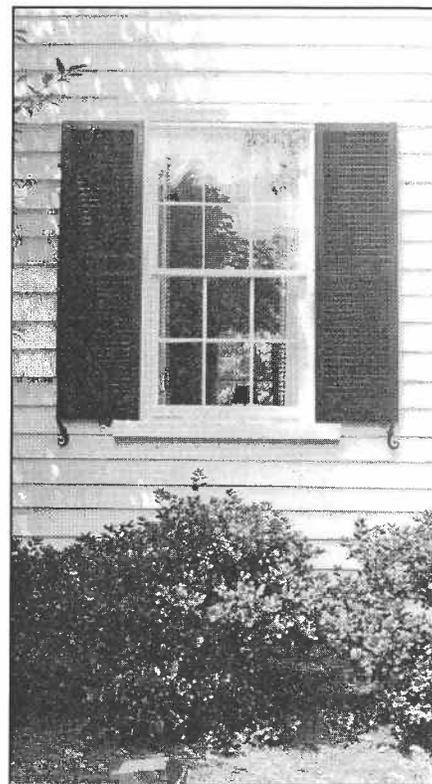
Routine maintenance and timely repairs or replacements can improve the energy efficiency of historic buildings. For example, air infiltration can usually be significantly reduced through the replacement of deteriorated weatherstripping at door and window openings and the replacement of cracked glazing. (Glazing seals the glass panes into window sash, making them airtight.) The installation of storm windows and, to a lesser extent, storm doors can further enhance the weathertightness of an historic building as can the addition of insulation in crawl spaces and attics. Replacement of any outdated and inefficient mechanical equipment with energy efficient units is yet another way to reduce energy costs. Given the value of mature shade trees, it is also wise to maintain them and to replace any lost due to storm damage or disease.

If considering the installation of storm windows, look for units with narrow profiles that can be sized to fit the existing openings and finished in a color that blends with the existing windows. Likewise, storm doors fitted to the existing opening with full "lights" (large, single glass panes) conceal less of the existing door and are less visually intrusive. Operable storm windows allow property owners the option of to open them as desired. For doublehung windows, it is best to choose operable storm windows that align with the existing sash meeting rail so their visual impact is minimized. Because the condensation storm units causes can deteriorate window sills and sash, it is essential that the ventilation holes at the base of storm units are kept clear and open.

The discreet siting of exterior mechanical units, communication equipment, and utility services in inconspicuous locations can significantly minimize their visual impact on the district and the individual property. Usually, visibility from the street can be prevented by choosing rear yard, side/rear yard, and rear roof slope locations for such equipment. Landscaping or fencing can further reduce their visual impact.

Guidelines: Utilities & Energy Retrofit

1. Retain and preserve energy-conserving features that are important in defining the overall historic character of buildings or sites within the historic districts.
2. Improve the energy efficiency of historic buildings through appropriate methods.
3. Minimize the visual impact of storm windows by selecting narrow-profile exterior storm windows with a painted or enamel finish and installing them so they do not obscure or damage the window sash or frame. Align the meeting rails of operable storm windows with the existing sash division of doublehung windows. It is not appropriate to install storm windows with a bare aluminum finish in the historic districts.
4. Minimize the visual impact of screen/storm doors by selecting full-light wood or aluminum doors and installing them so they do not obscure or damage the existing door or frame. It is not appropriate to install storm or screen doors with a bare aluminum finish in the historic districts.
5. Replace missing or deteriorated wooden shutters with new shutters that match the originals, are sized to fit the opening, and are mounted to the sash side of the window casing so they could be operated. It is not appropriate to install shutters in locations where they were not used originally.
6. If historically appropriate, install fabric awnings over storefront, window, porch, or door openings with care so historic features are not damaged or obscured.
7. Install low-profile roof ridge vents only if they will not destroy historic roofing materials and details.
8. Install mechanical equipment in areas and spaces that require the least amount of alteration to the appearance and historic fabric of the building.
9. Minimize the visual impact of new mechanical and communication equipment and utilities by installing them in inconspicuous locations that are not visible from the street and by screening them from view. It is not appropriate to install condensers, skylights, ventilators, solar collectors, and mechanical or communication equipment on roof slopes or building elevations that are visible from the street or in locations that visually compromise the architectural character of the historic building.
10. It is not appropriate to replace operable windows with fixed glazing, to replace clear glazing with tinted glazing, or to replace multiple-paned windows or doors with single-pane thermal sash with flat, applied muntins.



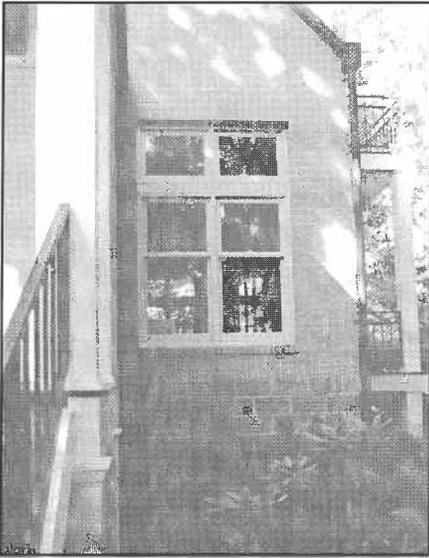


New Construction and Additions

New Construction



The siting, massing, scale, and materials of this contemporary house make it a compatible addition to the historic district.



The overall form, proportion, materials, and detailing of this contemporary house (above and opposite) echo, without duplicating, those of historic houses within the district.

Occasionally, an undeveloped lot or the earlier loss of a historic building may provide the opportunity for the construction of a new building within Chapel Hill's historic districts. A new building that is sensitively sited and compatibly designed to fit the historic context can enhance the overall character of a district streetscape. New buildings within the districts should always reinforce the siting and pattern of historic buildings in relationship to the street.

Considerations

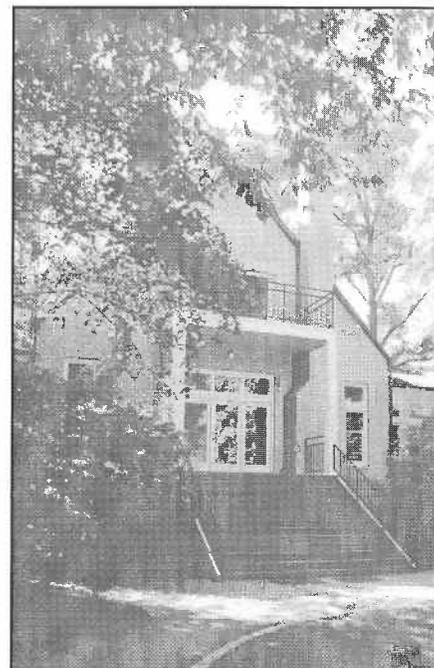
The siting of new buildings within the historic districts is a critical planning consideration that must be carefully suited to the specific streetscape context for setbacks and spacing of buildings varies widely within Chapel Hill's historic districts. However, within a specific block, there is generally consistency in the siting, setback, and orientation of buildings. The precedents set by neighboring historic buildings and the location of any mature trees or other significant site features should all factor into the proposed siting of a new building. Except for the introduction of appropriately scaled and sited accessory buildings or garages, the construction of new buildings in rear yards is not appropriate because it conflicts with the traditional pattern of setback, spacing, and siting of primary buildings in Chapel Hill's historic districts.

Beyond siting, it is also important that new buildings within the historic districts sensitively reflect compatibility with nearby historic buildings in terms of building height, roof form, street façade proportion, scale, and overall massing while also reflecting its own era of construction. After initial decisions of overall form and massing are made, design considerations should turn to compatibility with neighboring historic buildings in terms of finish materials, the selection and placement of windows and doors, and architectural details. Ultimately, the proposed design must merge all these considerations into a unified design that is compatible with but subtly differentiated from the neighboring historic buildings.

Although ground disturbance is necessary for new construction, it is important to minimize any excavation and regrading and to limit the impact of construction equipment and related activities in the historic districts so that significant site features, including archaeological features, are not destroyed or damaged.

Guidelines: New Construction

- 1.** Site new buildings to be consistent with neighboring historic buildings in orientation to and setback from the street as well as in spacing between and distance from other buildings.
- 2.** Design and site a new building so it does not compromise the overall historic character of the site, including its topography, significant site features and distinctive views.
- 3.** Design new buildings so that their size and scale do not visually overpower neighboring historic buildings.
- 4.** Design new buildings to be compatible in roof form, massing, and overall proportion with neighboring historic buildings.
- 5.** Design new buildings so that the proportion of their street façade is similar with those of neighboring historic buildings.
- 6.** Design new buildings and their features to be compatible in scale, materials, proportions, and details with neighboring historic buildings. Select exterior surface materials that are compatible with those of neighboring historic building in terms of module, composition, texture, pattern, color, and detail.
- 7.** Design a new building so that the placement, shape, scale, size, materials, pattern, and proportion of the window and door openings are compatible with the windows and doors of neighboring historic buildings.
- 8.** Design new buildings that are compatible with but subtly discernible from historic buildings in the districts.
- 9.** Maintain and protect significant site features from damage during or as a consequence of related site work or construction.



Additions



A small one story addition connects a new screened porch with the original house along the rear elevation of this district house.



A substantial rear addition to this district building repeats the form of the original house without enlarging the front facade as it extends the depth of the building.



A small rear addition expands the second floor with a central bay and encloses a space behind the screened porch. Like the rear addition on the opposite page, this addition is not visible from the street.

Over the years, buildings are often expanded and altered to accommodate changes in occupancy, use, or lifestyle. However, within Chapel Hill's historic districts, proposed new additions must be carefully considered in terms of their potential impact on the historic and architectural integrity of the district. It is essential that any new additions within the historic districts do not visually overpower the original building, compromise its architectural integrity, misrepresent its chronology, or destroy significant features of the building or site.

Considerations

Preliminary considerations for an addition include location and size. The size of the addition is critical. It should be kept minimal so it does not visually compete with the original building and the footprint of the addition should not significantly alter the site's ratio of built mass to unbuilt area. Equally important is the sensitive siting of an addition. Usually rear elevations provide an inconspicuous location for a modest addition that is not visible from the street. Insetting the addition a foot or more from either rear corner helps to differentiate it from the existing side wall plane and further diminishes its visibility from the street. It is also important not to locate additions where they will damage or conceal significant building or site features.

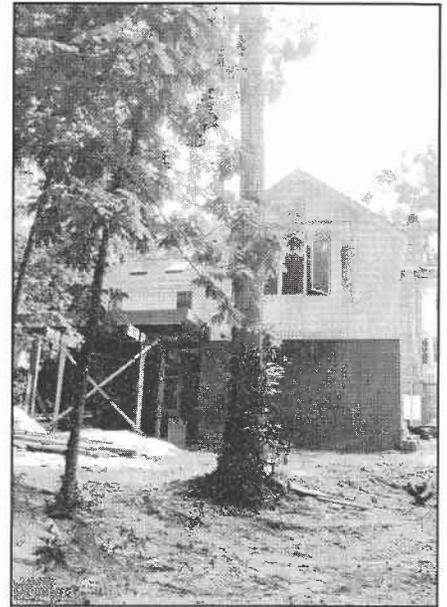
Other critical considerations in designing new additions include overall form, proportion, and massing. An addition's roof form and height should be compatible with and deferential to the original building. Additions should also be visually differentiated from the original building so the original form and massing is still apparent. At the next level of design considerations are the selection of compatible finish materials and the careful selection and placement of windows and, if applicable, doors that are compatible with the original building in terms of their proportion, scale, and configuration. In terms of architectural style, additions that introduce a compatible, contemporary style as well as additions that echo the architectural style of the original building are both appropriate approaches in the historic districts.

Ultimately, the combined result of all these considerations must lead to an addition that is compatible with but differentiated from the original building. In terms of construction, the connections of the addition to the original building should be minimized so that the removal or destruction of historic fabric is limited and, when feasible, the addition should be structurally self-supporting. As with any construction within the historic districts, it is important to limit any excavation, regrading, or ground disturbance and to protect significant site features so they are not damaged or destroyed.

New Construction and Additions

Guidelines: Additions

- 1.** Introduce additions in locations that are not visible from the street—usually on rear elevations, inset from either rear building corner. Locate additions carefully so they do not damage or conceal significant building features or details. It is not appropriate to introduce an addition if it requires the loss of a character-defining building or site feature, such as a porch or mature tree.
- 2.** Minimize damage to the historic building by constructing additions to be structurally self-supporting, where feasible, and attach them to the original building carefully to minimize the loss of historic fabric.
- 3.** Limit the size and scale of an addition to minimize its visual impact. It is not appropriate to introduce an addition if it will visually overpower the building or site or substantially alter the proportion of constructed area to unbuilt area on the site.
- 4.** Design an addition so it is compatible with the historic building in roof form, massing, and overall proportion.
- 5.** Design an addition and its features so they are compatible in scale, materials, proportions, and details with the historic building. Select exterior surface materials that are compatible with those of the historic building in terms of module, composition, texture, pattern, color, and detail.
- 6.** Design an addition so it is compatible with yet discernible from the historic building.
- 7.** Maintain and protect significant site features from damage during or as a consequence of related site work or construction.



Decks



Above, a modestly-sized wooden deck projects off a rear addition, aligning with the first floor and extending the living area with a small outdoor space.



Above, a small deck inset along the rear of the house accommodates an outdoor seating area and connects the backdoor and screened porch with the backyard.

A deck is a contemporary translation of the traditional terrace or patio that typically expands the living area of a home into the backyard. Generally, decks are constructed of wood and are raised above ground level to align with the first floor of a house. Depending on the distance above grade, a deck may include a railing for safety and steps down to the yard.

Considerations

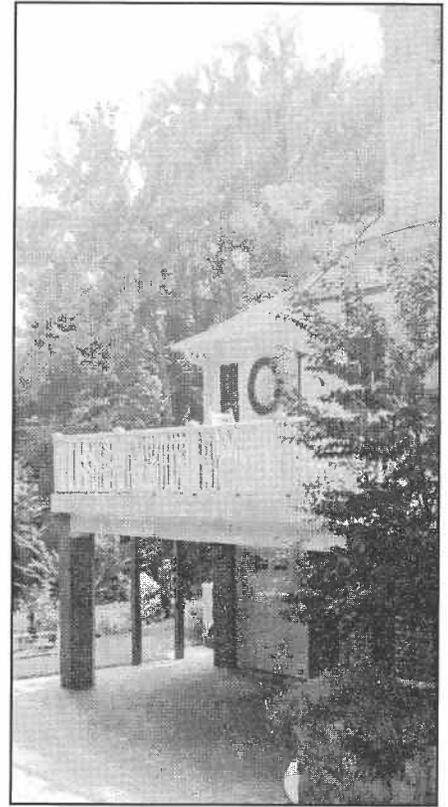
It is usually possible to add a deck to a historic house without compromising its architectural integrity or visually overwhelming the building or site so long as careful attention is paid to the deck's location, scale, and design. For example, locating a deck on the rear elevation of a house minimizes its visibility from the street and also enhances the deck's privacy. Insetting the deck at least six inches from either of the building's rear corners can avoid damage to original architectural trim while further reducing its visibility from the street. Damage to the building's historic fabric can also be minimized by constructing the deck to be structurally self-supporting, with minimal structural connections to the historic building. The steep topography of some sites makes the addition of a deck particularly difficult. Where possible, decks should gently transition into the landscape and their height above the ground kept low to minimize the visual impact of their structural supports.

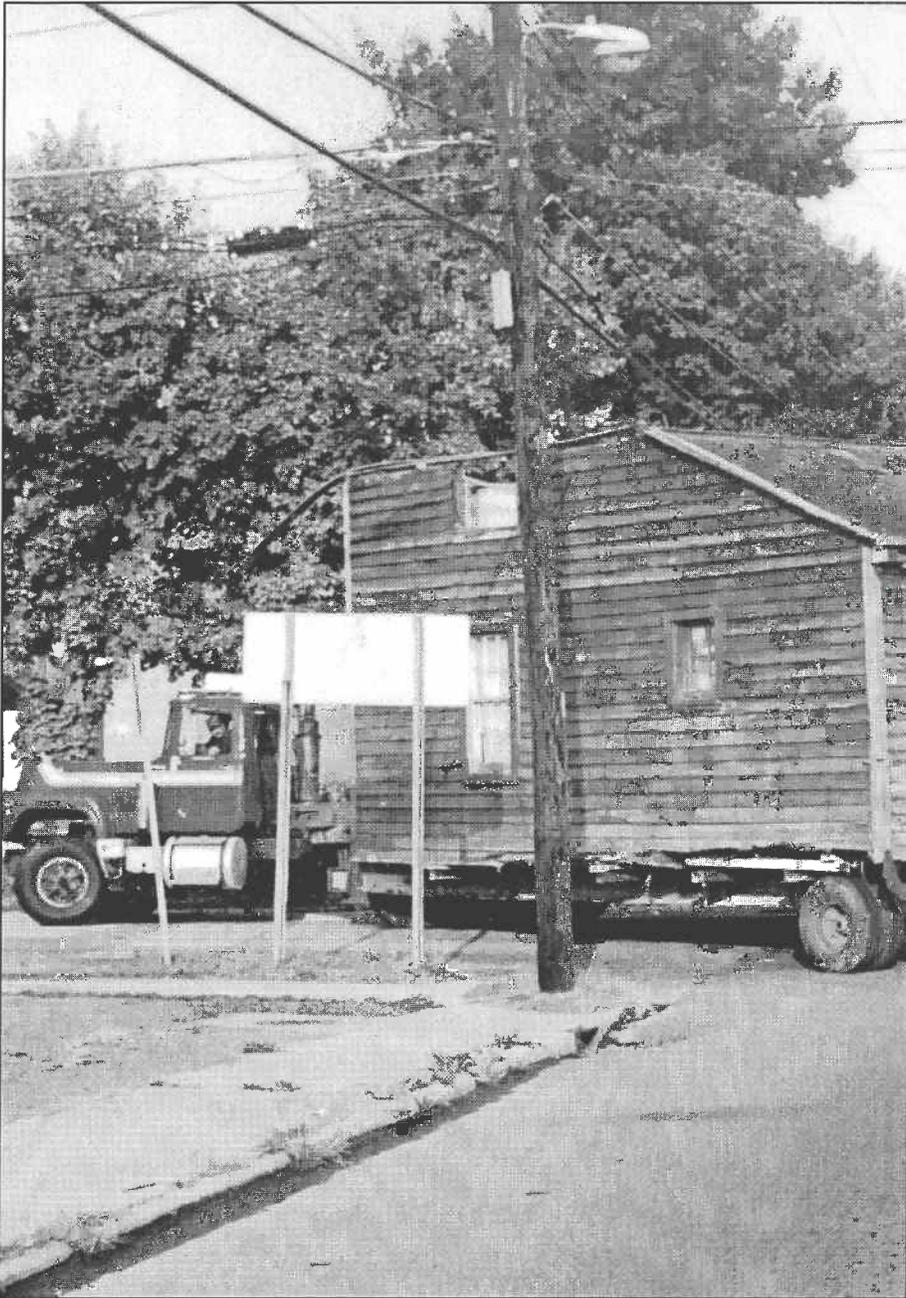
Any proposed deck should be located so significant building features, such as porches or bays, are not destroyed and important site features, including mature trees, are not lost. As with any construction activity in the historic district, the impact of the construction work on the site should be minimized by avoiding the use of heavy machinery that disturbs or compacts the soil and mature trees and other site features should be protected from damage. Regarding scale, the size of the deck should be modest in comparison to the house and site. The addition of a deck should not significantly change the proportion of open area to built mass for the building site.

Usually decks rise high enough above ground level to require a railing for safety and steps down to the yard. Given the contemporary nature of decks, it is not desirable to imitate historic railings and steps. Instead, simply detailed steps and railings that are compatible with the historic building in terms of their scale and proportion are appropriate. The use of a compatible paint color or stain on a deck can both soften its visual impact and extend its life by protecting the wood from the deteriorating effects of ultraviolet light and moisture. Screening of the deck structure with foundation plantings or lattice panels can also reduce the visual impact of a deck addition.

Guidelines: Decks

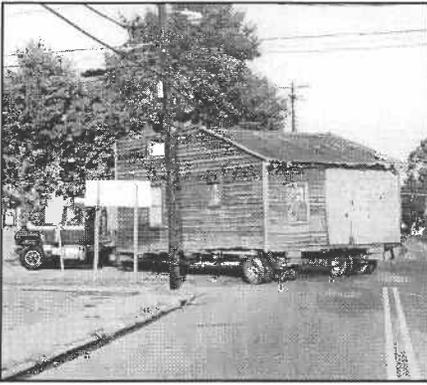
- 1.** Introduce decks in inconspicuous areas that are not visible from the street—usually on rear elevations, inset from either rear building corner. Locate the deck carefully so it does not damage or conceal significant building features or details. It is not appropriate to introduce a deck if it requires the loss of a character-defining building or site feature, such as a porch or mature tree.
- 2.** Minimize damage to the historic building by constructing decks to be structurally self-supporting and attach them to the building carefully to minimize the loss of historic fabric.
- 3.** Limit the size and scale of a deck to minimize its visual impact. It is not appropriate to introduce a deck if it will visually overpower the building or site or substantially alter the proportion of constructed area to unbuilt area on the site.
- 4.** Align decks generally with the building's first floor and screen the deck's structural framing with foundation plantings, lattice, or other compatible screening materials.
- 5.** Design and detail decks and any related steps and railings so they are compatible with the historic building in scale, material, configuration, and proportion.
- 6.** Maintain and protect significant site features from damage during or as a consequence of deck-related site work or construction.





Relocation or Demolition

Relocation of Existing Buildings



Above and opposite, the historic Andrews house enroute to its McCauley Street site.



The Andrews house on its new foundation after relocation.

A historic building is experienced within the context of its neighborhood, landscaping, and siting. Moving a historic building can compromise the integrity of that context and setting. Moreover, the successful relocation of a historic building is a time-consuming, complex, and expensive process requiring careful investigation and planning. Despite the complexities, however, moving a building within the historic district may be warranted as an alternative to demolition or if it will ultimately provide a more compatible setting for the building.

Considerations

Planning and executing the relocation of a building requires careful coordination of many parties and involves several steps. It is necessary to determine if the building is structurally sound enough to endure the actual move and to devise a feasible relocation route. A contractor experienced in moving buildings can help identify ways to prevent or minimize damage to the building itself, to the original and new site, and to properties along the route.

For requests to relocate buildings, the Commission will consider the condition and the architectural merits of the historic building and the impact the relocation will have on adjoining properties and the district streetscape. They will also consider the future use of the original site and, if the new site is in a historic district, the impact of the relocated building on the district character.

Guidelines: Relocation of Existing Buildings

- 1.** Document the historic building in its original setting and record the existing site conditions through photographs prior to relocation.
- 2.** Protect the historic building from damage during and after the move by taking the following steps:
 - Evaluate the structural condition of the building to determine if it is structurally sound enough to withstand the move.
 - Take all necessary precautions to prevent damage to the structure during the move.
 - Work with contractors who have experience in moving historic structures.
 - Protect and secure the building from damage due to vandalism and exposure to the elements.
- 3.** Protect significant site features on the original site, along the relocation route, and on the new site from damage during or as a result of the move.
- 4.** If relocating a building within the historic district, select a new site that is compatible with the original site in visual character and that will provide a similar setting in terms of setback, spacing to nearby district buildings, and orientation to the street.
- 5.** If relocating a building within the historic district, review the compatibility of its proposed siting with surrounding buildings according to the pertinent design guidelines for New Construction.
- 6.** If relocating a building within the historic district, review any related proposed site modifications according to the pertinent design guidelines in the section on District Setting.
- 7.** If the original site is within the historic district, clear it of debris and implement the approved site plan promptly after the relocation.



Demolition of Existing Buildings



Three Craftsman-influenced houses along this section of West Cameron Avenue were lost through demolition in the late 1990s.

The demolition of a building that contributes to the historic character of any of Chapel Hill's historic districts is an irreversible act that is strongly discouraged by the Historic District Commission. Instead, the Commission urges property owners contemplating demolition to consult with the Commission and other interested parties to carefully consider alternatives to demolition. The Commission cannot deny a Certificate of Appropriateness for demolition unless the State Historic Preservation Officer has determined that the property has statewide significance. However, statewide enabling legislation gives the Commission the authority to delay demolition of any district property for up to 365 days. The intent of the delay is to ensure that adequate time is provided to fully explore ways to save the threatened property. Property owners are encouraged to work with the Commission in identifying viable alternatives.

Failure to maintain a historic property can slowly result in its demolition because such neglect can eventually cause a loss of its structural integrity. The loss of historic properties due to extended neglect negatively affects the entire district and is ardently opposed by the Commission.

Considerations

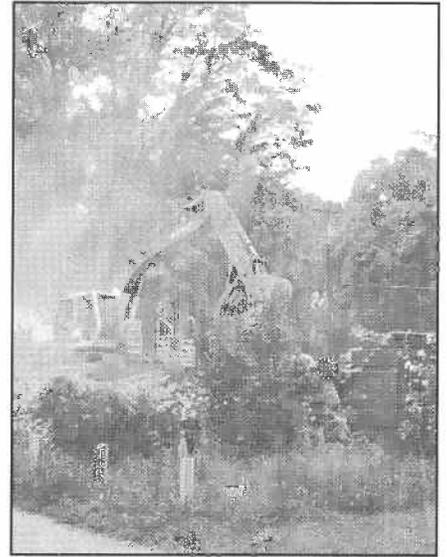
The Commission will carefully weigh any demolition requests by assessing the impact the proposed demolition will have on adjacent properties and the district as a whole. Serious consideration will be given to the following questions:

- What is the contribution of the threatened building to the historic district?
- Could the property be sold to someone whose needs it meets?
- Could the building be adapted to meet the needs of the property owner?
- Could the building be saved if moved to another site?
- Would the proposed new use of the site be of greater benefit to the district than the loss of the historic building?

Applications for demolition must include a proposed site plan illustrating how the site will be altered following demolition. To ensure that a permanent record of the building survives, the property owner is responsible for recording it through visual documents, such as photographs and drawings, to be kept in the Commission's records. Also, any salvageable architectural materials or features should be removed prior to the demolition.

Guidelines: Demolition of Existing Buildings

- 1.** Work with the Historic District Commission and other interested parties in seeking viable alternatives to demolition.
- 2.** Document the historic building in its original setting and record the existing site and building through photographs and/or drawings prior to demolition.
- 3.** Salvage or provide the opportunity for others to salvage reusable architectural materials and features prior to demolition.
- 4.** Submit a site plan illustrating the proposed treatment of the site following demolition in the COA application for demolition.
- 5.** Protect significant site features such as mature trees from damage during—or as a result of—the demolition.
- 6.** Clear the site of all debris promptly following the demolition.
- 7.** Implement the approved site plan in a timely manner following the demolition.





Appendices

Resources



The Preservation Society of Chapel Hill is located in the historic Horace Williams House.

Local Resources

Chapel Hill Historic District Commission
 Chapel Hill Planning Department
 Town of Chapel Hill
 306 North Columbia Street
 Chapel Hill, NC 27514

Telephone: 919/968-2700
 Fax: 919/967-8406

The Preservation Society of Chapel Hill
 610 East Rosemary Street
 Chapel Hill, NC 27415

Telephone: 919/942-7818
 Fax: 919/942-7845
 Website: www.chapelhillpreservation.com

State Resources

State Historic Preservation Office
 North Carolina Division of Archives and History
 4618 Mail Service Center
 Raleigh, NC 27699-4618

Telephone: 919/733-4763

To obtain information on the National Register program and historic structures, contact the Survey and Planning Branch at 919/733-6545.

To obtain technical restoration assistance and information on preservation tax credits, contact the Restoration Branch at 919/733-6547.

To obtain information on archaeological sites, contact the Office of State Archaeology at 919/733-7342.

Website: www.hpo.dcr.state.nc.us/

Preservation North Carolina
 200 Fayetteville Street Mall
 Suite 300
 P. O. Box 27644
 Raleigh, NC 27611-7644

Telephone: 919/832-3652
 Fax: 919/832-1651
 Website: www.presnc.org

National Resources

Heritage Preservation Services
National Park Service
U. S. Department of the Interior
1849 C Street, NW
Washington, DC 20240

Office of the Director: 202/208-4621
Office of Public Affairs: 202/208-6843
Preservation Assistance Division: 202/343-9578
Website: www2.cr.nps.gov

National Trust for Historic Preservation
1785 Massachusetts Avenue, NW
Washington, DC 20036

Telephone: 202/588-6000
Website: www.nationaltrust.org

Southern Office of the National Trust for Historic Preservation
456 King Street
Charleston, SC 29403

Telephone: 843/722-8552

For information on the Americans with Disabilities Act (ADA),
contact:

US Department of Justice
Civil Rights Division
Disabilities Rights Section
P. O. Box 66738
Washington, DC 20035-6738

ADA Information Line:
800/514-0301 (voice)
800/514-0383 (TTY)

ADA Home Page: www.usdoj.gov/crt/ada/adahom1.htm

References

National Park Service Publications

The National Park Service publishes an ongoing series of technical briefs, books, and leaflets on appropriate preservation treatments and rehabilitation techniques. Ordering information stock numbers, and prices may be obtained from A Catalogue of Historic Preservation Publications requested from the National Park Service, Preservation Assistance Division, P.O. Box 37127, Washington, DC 20013-7127. Information on the Park Service's Technical Preservation Services and its programs is available at their website: www2.cr.nps.gov.

Other References

Allcott, John V. *The Campus at Chapel Hill: Two Hundred Years of Architecture*. Chapel Hill, NC: Chapel Hill Historical Society, 1986.

Bishir, Catherine W. *North Carolina Architecture*. Chapel Hill, NC: University of North Carolina Press, 1990.

Blumenson, John J. g. *Identifying American Architecture: A Pictorial Guide to Styles and Terms 1600-1945*. Nashville, Tenn.: AASLH, 1981.

Chapel Hill Historical Society. *Historic Buildings and Landmarks of Chapel Hill, NC*. Chapel Hill, NC: Chapel Hill Historical Society, 1973.

Faretti, Rudy J., and Joy Putnam. *Landscapes and Gardens for Historic Buildings*. Nashville, Tenn.: AASLH, 1978.

Historic Preservation Foundation and National Park Service. *Caring for Your Historic House*, New York, NY: Harry N. Abrams, Inc., 1998.

McAlester, Virginia and Lee. *A Field Guide to American Houses*. New York: Alfred Knopf, 1984.

Morton, W. Brown, III, et al. *The Secretary of the Interior's Standards for Rehabilitation & Illustrated Guidelines for Rehabilitating Historic Buildings*. Washington, D. C.: National Park Service, U. S. Department of the Interior, 1992.

Moss, Roger W. *Century of Color: Exterior Decoration for American Buildings—1820/1920*. Watkins Glen, NY: American Life Foundation, 1981.

Moss, Roger W. *Paint in America: The Colors of Historic Buildings*. Washington, DC: Preservation Press, 1994.

Old House Journal. The Old House Journal Corp., 435 Ninth Street, Brooklyn, N. Y. 11215.

Phillips, S. J. *Old-House Dictionary: an Illustrated Guide to American Domestic Architecture (1640-1940)*. Washington, DC: Preservation Press, 1992.

Vickers, James. *Chapel Hill: An Illustrated History*. Chapel Hill, NC: Barclay Publishers, 1985.

Weaver, Martin E. *Conserving Buildings: Guide to Techniques and Materials*. New York, NY: John Wiley & Sons, Inc., 1993.

Delegation of Authority to Staff

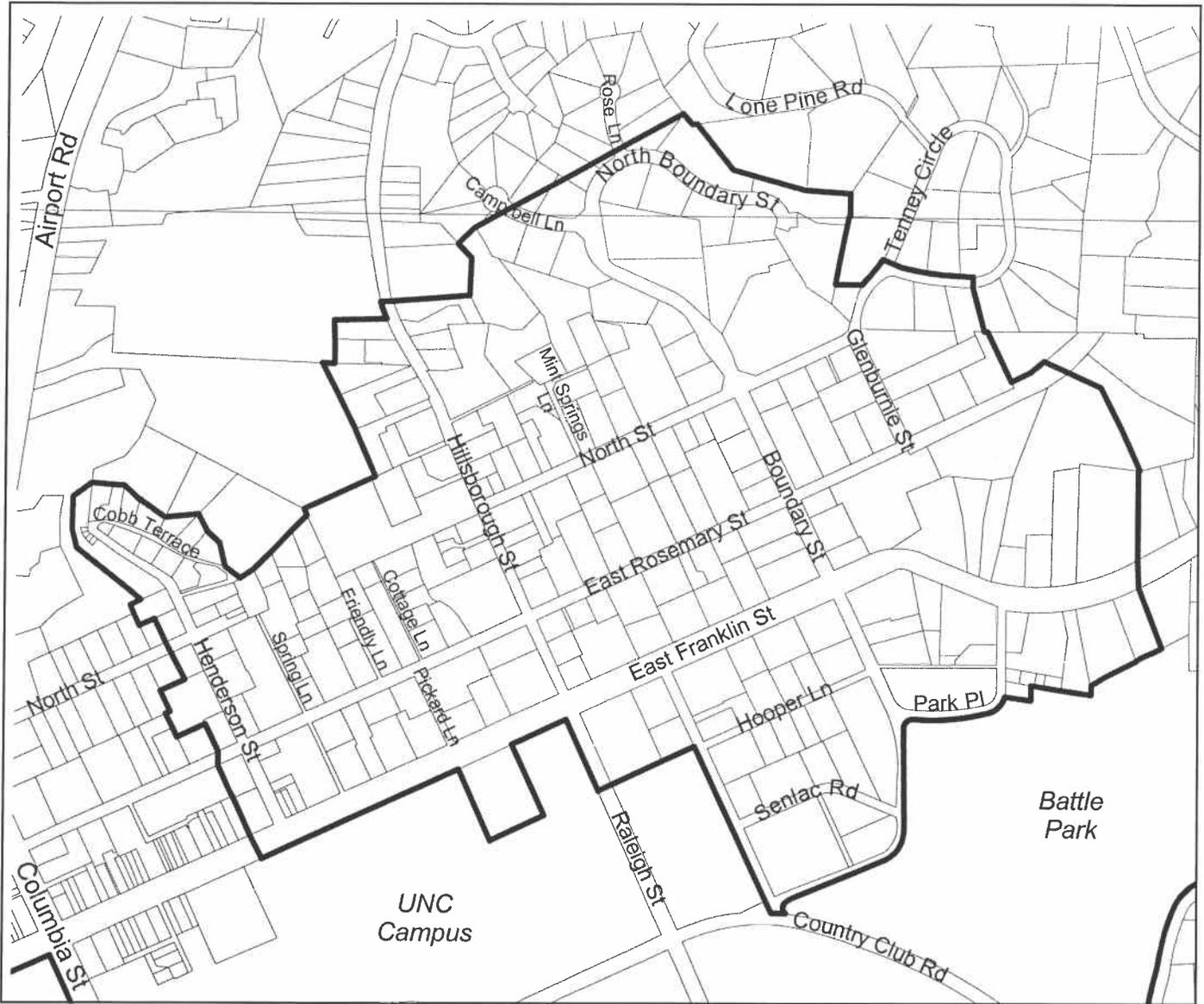
The Historic District Commission delegates approval authority to staff for the following items:

- Walkways on private property when constructed of common red brick, or Chapel Hill gravel.
- Minor projects which do not require building permits because of cost or because they involve nonstructural changes.
- Signs which do not require a sign permit.
- Installing gutters painted to match the house or trim, as long as no significant architectural features are removed.
- Construction of wood deck on rear or side of house when less than 10% would be visible from a public right-of-way.
- Fieldstone walls not exceeding three feet in height.
- Bricked-in areas on side or rear of structure at ground level and not abutting right-of-way.

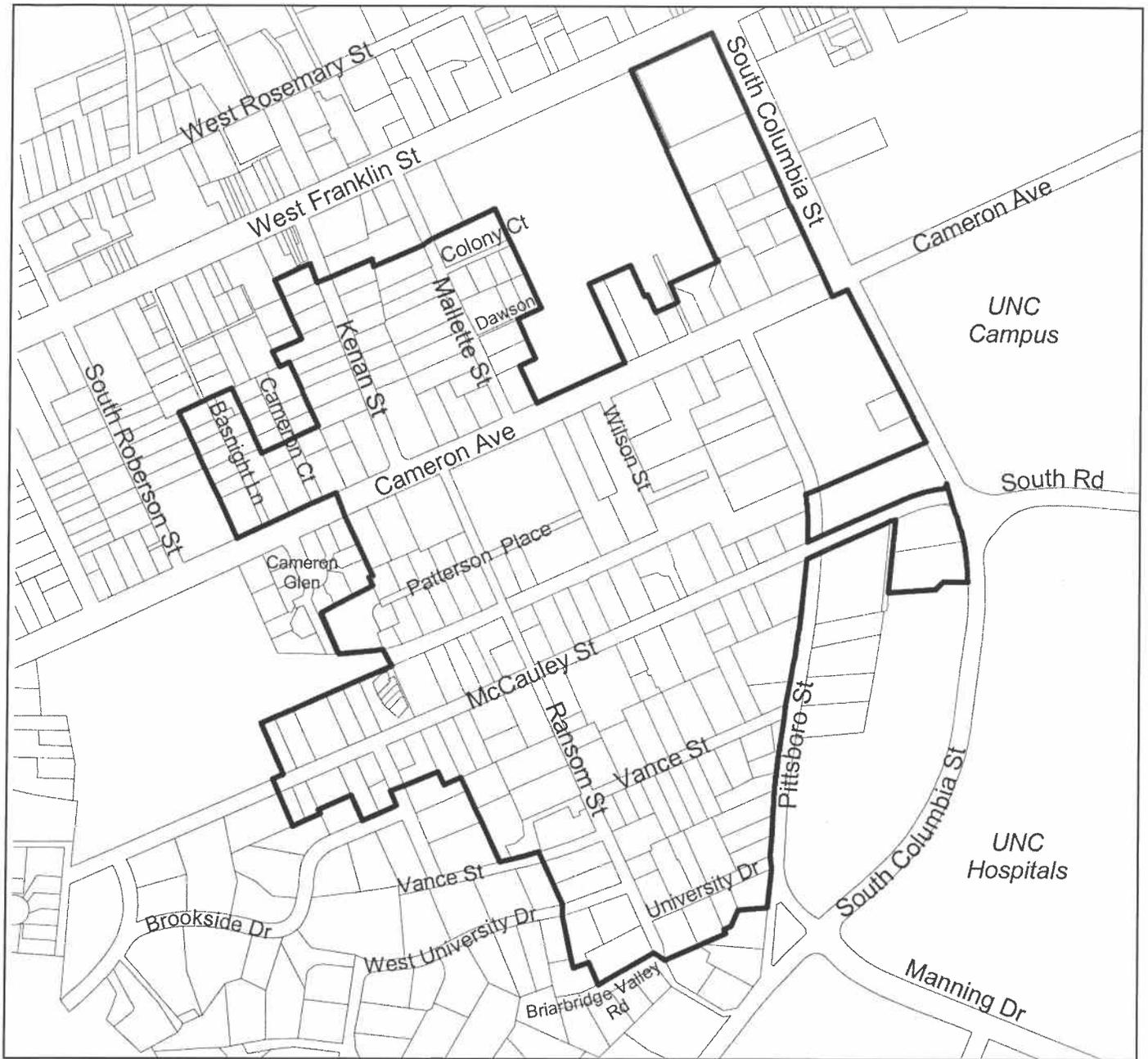
General Policies

1. Delegation to staff is limited to those items specifically listed and subject to conditions enumerated.
2. All approvals by staff shall be reviewed by Commission at next meeting.
3. Staff shall refer an application to the Commission if any uncertainty exists whether application meets criteria.
4. Property owner shall always retain right of appeal to Commission, as will property owners within area of notification.
5. Delegation is specifically not authorized in connection with any work for which a special permit is required.

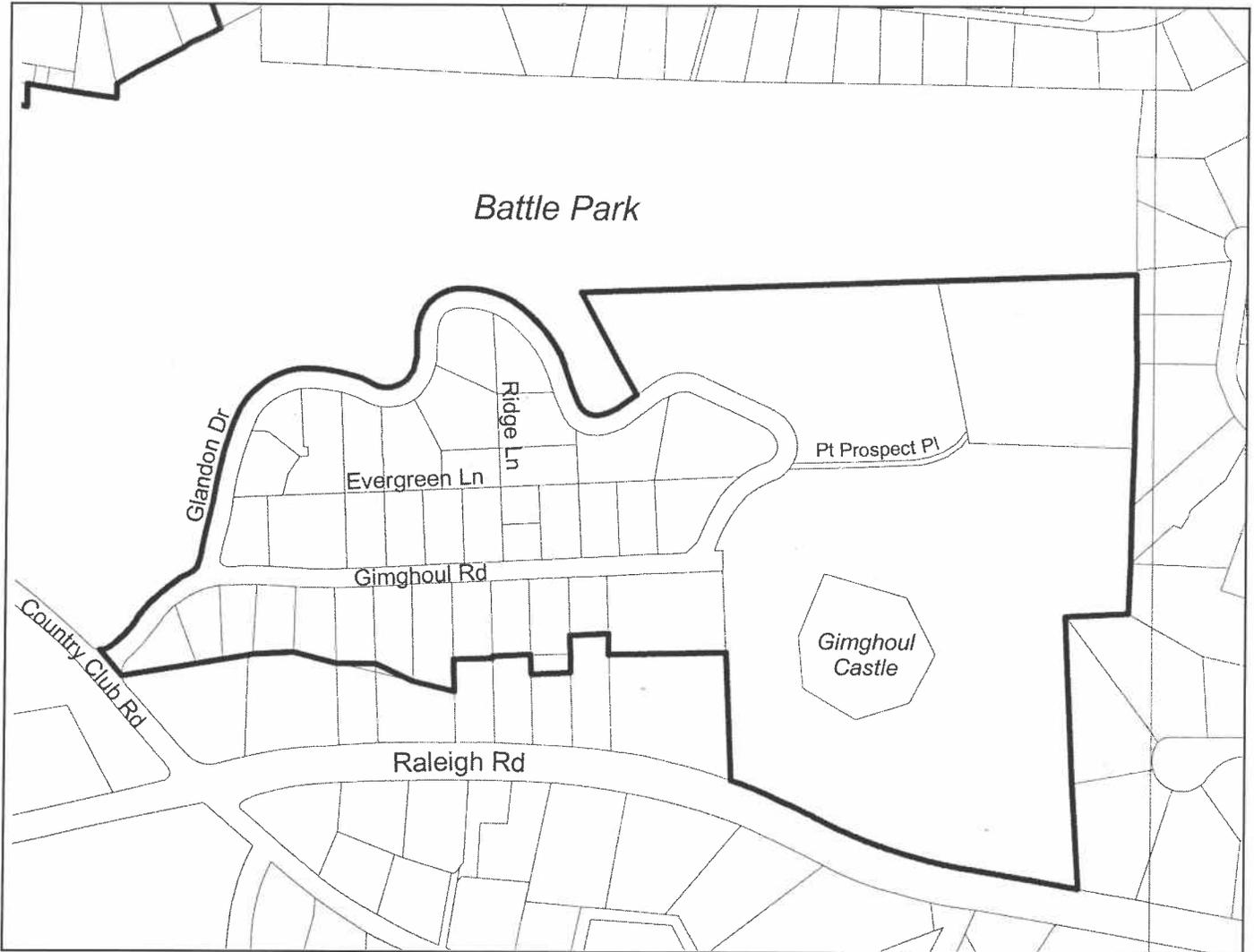
Map of Franklin-Rosemary Historic District



Map of Cameron-McCauley Historic District



Map of Gimghoul Historic District



Architectural Terms

Architectural Character—the overall appearance of the architecture of a building including its construction, form, and ornamentation.

Architectural Integrity—a measure of the authenticity of a property's architectural identity. For example, a building with high architectural integrity would not have been altered much over the years.

Art Glass—decorative glass, also called leaded glass, that is composed of patterned and/or colored glass pieces arranged in a design.

Balusters—the small posts or spindles between the upper and lower rail of a balustrade.

Balustrade—a railing and all the small posts or spindles supporting it.

Built-in Gutter—a gutter that is boxed or enclosed within the soffit or cornice trimwork and thus concealed from view.

Bungalow—early twentieth century building type with a low-pitched gabled roof, wide, unenclosed eave overhang, often with exposed roof rafters; braces commonly added under gables; wide porches with tapered square columns or pedestals.

Cast Iron—iron formed by casting in foundry molds.

Chapel Hill Gravel—a fine-grained gravel used to surface sidewalks, characteristic of sidewalks within Chapel Hill's historic districts.

Character-defining—architecturally, refers to features or details of a building that are significant in defining its architectural or historic character.

Colonial Revival Style—architectural style from the 1880s through the mid-1900s, known for accentuated front doors, normally with a decorative pediment supported by pilasters or slender columns; doors typically have fanlights or sidelights; façade is symmetrically balanced.

Compatible—congruent, harmonious.

Consolidating—to stabilize or repair a deteriorated building feature by infusing it with another material, such as injecting epoxy resins into rotten wood.

Context—all aspects of the larger environment of a historic building.

Cornice—projecting, ornamental molding along the top of a wall, originally intended to extend the eaves of a roof beyond the outer wall surface.



Example of a bungalow



Example of a Colonial Revival house



Example of a Federal style house

Architectural Terms (continued)



Example of a Gothic Revival church



Example of a Neo-Classical house



Example of a Queen Anne style house

Federal Style—an architectural style that flourished in the United States between 1780 and the 1830s based upon classical Roman architecture, typically symmetrical in design.

Fieldstone—naturally occurring stone of a size usable for construction without cutting or tooling.

Ferrous Metals—metals containing iron.

Galvanic Action—a chemical reaction that occurs between two dissimilar metals causing corrosion of the more anodic metal.

Gothic Revival—architectural style from the 1840s until 1880s with steeply pitched cross gable roofs, window frequently have pointed arch shape; one story porch or entrance often supported by flattened Gothic arches.

Greek Revival—mid-nineteenth century architectural style that was a revival of forms and ornament from ancient Greek architecture, characterized by low-pitched gable or hip roofs, pedimented gable ends, simple architrave bands at the eaves, and entries with Doric style columns and pediments.

Historic Character—the form and detailing of the architectural materials and features that give a building or site its historical significance.

I-House—a house form from 1870-1910, which was one room deep, two stories high, and had a side-gabled roof, centered front door, and a wide front porch.

Massing—the overall configuration or composition of the major volumes of a building exterior.

Muntin—a bar or member supporting and separating panes of glass in a window sash or door.

Meeting Rails—the overlapping horizontal rails between the upper and lower sash of a doublehung window.

Neo-classical Style—architectural style from 1895 until the mid-1900s in which the façade is dominated by a full-height porch with roof supported by classical columns with Ionic or Corinthian capitals; façade shows symmetrically balanced windows and a center door.

Patina—the surface corrosion, due to exposure to the atmosphere, that discolors copper or bronze elements to a green or brown color over time.

Pier—a square or rectangular masonry or wood post projecting above the ground that carries the weight of a structure down to the foundation.

Pierced Brickwork—brickwork with a pattern of openings in it. Often used for low freestanding brick walls.

Pilaster—a shallow pier or rectangular column projecting only slightly from a wall, also called an engaged column.

Proportion—architecturally, refers to the ratio of width to height of an object. For example a vertically proportioned window is taller than it is wide.

Portico—a small entrance porch or covered walk consisting of a roof supported by open columns.

Queen Anne Style—architecture from the 1880s until 1910 with steeply pitched roofs of irregular shape, typically with a dominant front-facing gable with patterned shingles; asymmetrical façade with one-story high full-width or partial front porch.

Repoint—to remove old mortar from courses of masonry and replace it with new mortar.

Scale—architecturally, refers to the size of construction elements or details in comparison to the size of a human being.

Setback—the distance a building is sited from a property line or street.

Sidelight—a narrow window adjacent to a door or wider window, typically one of a pair of windows flanking an entrance door.

Soffit—the exposed undersurface of any overhead component of a building, such as an arch, balcony, or cornice.

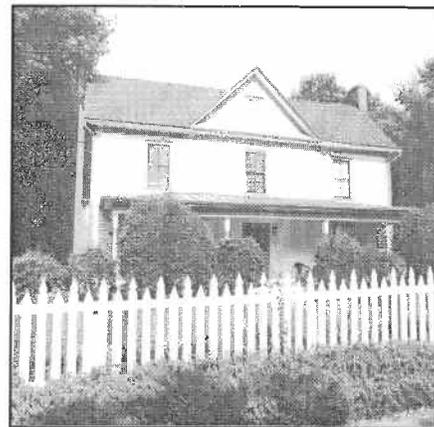
Transom—a glazed panel above a door, window, or storefront, sometimes hinged to be opened for ventilation.

Triple-A House—an I-house with a center front gable over the entrance.

Tudor Revival—an architectural style from the 1890s until the 1940s based loosely on Tudor buildings from the 1480s to 1550s. Characterized by asymmetrical massing, steeply pitched roofs, and decorative half-timbered patterns on upper exterior walls, and narrow casement windows.

Vernacular—refers to architecture that is based upon traditional or regional forms and is not designed by an architect or someone with similar training.

Wrought Iron—iron that is rolled or hammered into shape, never melted.



Example of a Triple-A house



Example of a Tudor Revival building

Suggested Plantings

The following lists include species of plants that are documented as having been planted in residential Landscapes in the nineteenth and early twentieth century and that are still available in the nursery trade. These plants are well suited to the Chapel Hill area when properly sited and are specifically recommended for use in the historic districts. When selecting plants, it is worth noting that some species include varieties, such as dwarf forms of Nandinas and Crape Myrtles, that differ significantly from the varieties that were historically planted. When different varieties are available, spending the time to track down older forms of the listed species is encouraged. Notably absent from the list are some old-fashioned species, including the Ligustrums, Japanese wisteria and English ivy, that are known to escape from cultivation and which can cause environmental degradation of natural areas.

Species of plants that are native to the southeast are designated with an asterisk (*). Use of these generally well adapted species is strongly encouraged.

Large Trees: *species of trees which are typically shade-producing and grow to a mature height of greater than 40 feet.*

*Acer rubrum	Red Maple
*Acer saccharum	Sugar Maple
Cedrus deodara	Deador Cedar
Cryptomeria japonica	Japanese Cedar
*Fagus grandifolia	American Beech
Ginkgo biloba	Maidenhair Tree
*Magnolia acuminata	Cucumbertree Magnolia
*Magnolia grandiflora	Southern Magnolia
*Nyssa sylvatica	Black Gum
Picea abies	Norway Spruce
*Pinus virginiana	Virginia Pine
*Quercus alba	White Oak
*Quercus laurifolia	Laurel Oak
*Quercus phellos	Willow Oak
*Quercus rubra	Red Oak
*Quercus virginiana	Live Oak
*Tsuga canadensis	Canadian Hemlock
Ulmus parvifolia	Chinese Elm
Zelkova serrata	Japanese Zelkova

Understory Trees: *species of trees which normally grow to a mature height of 20 to 40 feet and may grow beneath large trees.*

Acer japonica	Fullmoon Maple
Acer palmatum	Japanese Maple
*Aesculus parviflora	Bottlebrush Buckeye
*Aesculus pavia	Red Buckeye
*Amelanchier canadensis	Serviceberry

*Carpinus caroliniana	Ironwood
Cercidiphyllum japonicum	Katsura Tree
*Cercis canadensis	Redbud
*Chionanthus virginicus	Fringe Tree
*Clasdrastis lutea	American Yellowwood
*Cornus florida	Flowering Dogwood
Cornus mas	Cornelian Cherry Dogwood
*Cotinus obovatus	Smoketree
*Crataegus phaenopyrum	Washington Hawthorn
*Halesia carolina	Carolina Silverbell
*Ilex decidua	Possumhaw
*Ilex opaca	American Holly
*Ilex vomitoria	Yaupon Holly
*Juniperus virginiana	Red Cedar
Koelreuteria paniculata	Golden Rain Tree
Lagerstroemia indica	Crape Myrtle
Magnolia soulangiana	Saucer Magnolia
Magnolia stellata	Star Magnolia
*Magnolia virginiana	Sweet Bay
*Prunus caroliniana	Carolina Cherry Laurel
Prunus sargentii	Sargent Cherry
Prunus subhirtella "pendula"	Weeping Cherry
Stewartia pseudo-camellia	Japanese Stewartia
Styrax japonica	Japanese Snowbell
*Thuja occidentalis	American Arborvitae

Large Shrubs: *species of shrubs which normally grow to a mature height of 8 feet or more and are often used as specimens or in groups for screening.*

Aucuba japonica	Aucuba
Buxus sempervirens	Common Boxwood
*Calycanthus florida	Carolina Allspice
Camellia japonica	Common Camellia
Camellia sasanqua	Sasanqua Camellia
Chamaecyparis obtusa	Hinoki Cypress
Chamaecyparis pisifera	Sawara Cypress
Chimonanthus praecox	Fragrant Wintersweet
Cotinus coggygria	Smokebush
*Cyrilla racemosa	Swamp Cyrilla
Exochorda racemosa	Common Pearlbush
Forsythia suspensa	Forsythia
Hamamelis mollis	Chinese Witchhazel
*Hamamelis virginiana	Common Witchhazel
Hibiscus syriacus	Rose of Sharon
Hydrangea paniculata	Peegee Hydrangea
Ilex cornuta "burfordii"	Burford Holly
Ilex latifolia	Lusterleaf Holly
*Ilex verticillata	Winterberry
*Ilex x attenuata "fosteri"	Foster Holly

*Ilex x attenuata "savannah"	Savannah Holly
*Illicium floridanum	Florida Anise
*Leucothoe populifolia	Florida Leucothoe
Michelia figo	Banana Shrub
*Myrica cerifera	Wax Myrtle
Osmanthus heterophyllus	Osmanthus
Prunus Laurocerasus	English Laurel
Pyracantha coccinea	Firethorn
Rhododendron indica	Indica Azalea
Rhododendron kaempferi	Torch Azalea
Spiraea x vanhouttei	Vanhoutte Spiraea
Thuja orientalis	Oriental Arborvitae
Viburnum macrocephalum	Snowball Viburnum
Viburnum plicatum	Doublefile Viburnum
Vitex agnus-castus	Chastetree

Small Shrubs: *species of shrubs that normally grow to a mature height of less than 8 feet. Many of these shrubs are grown for their ornamental flowers.*

Buxus microphylla	Littleleaf Boxwood
B. sempervirens "suffruticosa"	Dwarf Edging Boxwood
*Callicarpa americana	American Beautyberry
Callicarpa japonica	Japanese Beautyberry
Chaenomeles speciosa	Flowering Quince
*Clethra alnifolia	Summersweet
Danae racemosa	Poets Laurel
Deutzia gracilis	Slender Deutzia
Forsythia viridissima	Greenstem Forsythia
*Fothergilla gardenii	Dwarf Fothergilla
Gardenia jasminoides	Gardenia
Hydrangea macrophylla	Bigleaf Hydrangea
*Hydrangea quercifolia	Oakleaf Hydrangea
Hypericum calycinium	Aaronsbeard
*Hypericum prolificum	St. Johnswort
Iberis sempervirens	Candytuft
Ilex crenata	Japanese Holly (see note)
*Ilex glabra	Inkberry
*Itea virginica	Virginia Sweetspire
Jasminum nudiflorum	Winter Jasmine
Juniperus chinensis	Sargents Juniper (see note)
"sargentii"	
Juniperus horizontalis	Creeping Juniper (see note)
Kerria japonica	Kerria
*Leucothoe axillaris	Coast Leucothoe
Mahonia bealei	Leatherleaf Mahonia
Nandina domestica	Nandina
*Rhododendron nudiflorum	Pinxterbloom Azalea

Rhododendron obtusum	Kurume Azalea (see note)
Rhododendron viscosum	Swamp Azalea
Rosa rugosa	Rugosa Rose
Spiraea cantoniensis	Reeves Spiraea
Spiraea thunbergii	Thunberg Spiraea
Spiraea x bumalda	Summer Spiraea
Viburnum carlesii	Koreanspice Viburnum

Note: Although Japanese Hollies and groundcover type junipers were planted as early as the nineteenth century, essentially all of the varieties currently available in the nursery trade are densely branched selections of much more recent origin. These durable varieties are often used in modern commercial landscapes and especially when planted in large groups tend to impart a utilitarian look. Similarly, most compact varieties of azaleas and other evergreen shrubs are relatively recent introductions that differ significantly in character from the forms traditionally found in older residential neighborhoods. Limiting the use of these newer, more compact plant varieties is encouraged.

Vines: species that have a spreading pattern of growth and can be used on the ground, walls, and trellises

*Bignonia capreolata	Crossvine
Campsis grandiflora	Chinese Trumpet creeper
*Campsis radicans	Common Trumpet creeper
Clematis armandii	Armand Clematis
Clematis montana	Anemone Clematis
*Clematis virginiana	Virginsbower
Clematis x jackmanii	Jackman Clematis
*Gelsemium sempervirens	Carolina Jessamine
Hydrangea petiolaris	Climbing Hydrangea
*Lonicera sempervirens	Coral Honeysuckle
*Parthenocissus quinquefolia	Virginia Creeper
Parthenocissus tricuspidata	Boston Ivy
Rosa banksiae	Lady Banks Rose
*Wisteria frutescens	American Wisteria

9. Certificate of Appropriateness Application and Approval Letter dated June 11, 2017



Certificate of Appropriateness Supplemental Requirements

***In addition to [Residential Zoning](#) OR [Administrative Zoning Compliance Permit Requirements](#)**

Certificate of Appropriateness applications are subject to review and approval by the Historic District Commission as well as by Town staff. For assistance with this application, please contact the Chapel Hill Planning Department.

Please submit all materials listed on this sheet. The Historic District Commission meets on the second Tuesday of each month at 6:30pm. For confirmation of a meeting date and the placement of your request on the agenda, please call the Planning Department. **Applications are due one month in advance of meeting.**

Application Process:

1. Historic District Commission Review of Certificate of Appropriates (COA) Supplemental materials
 2. Staff review of Residential / Administrative Zoning Compliance Permit (ZCP) materials.
- **COA (step 1) and ZCP (step 2) materials may be submitted simultaneously or separately.

Required Application Materials

(In addition to [Residential Zoning Compliance Permit](#) or [Administrative Zoning Compliance Permit Requirements](#))

An Electronic copy of each document is required in addition to paper copies.

Provide a single set of the following materials:

- | | |
|---|---|
| X | 1. Application Form. Either Residential Zoning Compliance or Administrative Zoning Compliance . |
| X | 2. Recorded plat or deed verifying property current ownership |
| X | 3. Recorded Plat of easements, right-of-way, and dedications, if applicable |
| X | 4. Mailing of Property Owners , applicable within 100 feet of property boundaries
The Town will prepare a formal notice to be mailed to surrounding property owners about the application. You may find it helpful to discuss the proposed changes with your neighbors in person so you can address their concerns both in your planning and presentation. |
| X | 5. Mailing notification fee. The fee per address can be found on the Planning Department's Fee Schedule |
| X | 6. Certificate of Appropriateness fee per Planning Department's Fee Schedule |
| X | 7. Reduced Site Plan Set (reduced to 8.5"x11") |
| X | 8. Building Elevation (label building height from top of roof to finished grade line) |
| | 9. Floor Plan, only if accessory apartment, duplex, or commercial applications. |

(Continued)**X** 10. **Written Description**

Describe all proposed changes to the property, list all materials to be used, and address the criteria (listed below) that the Commission uses to determine appropriateness. Presenting your proposal with these criteria in mind will provide a clear basis for the Commission's deliberations.

- a) The height of the building in relation to the average height of the nearest adjacent and opposite buildings;
- b) The setback and placement of the building on the lot in relation to the average setback and placement of the nearest adjacent and opposite buildings;
- c) The exterior construction materials, including textures and patterns;
- d) The architectural detailing such as lintels, cornices, brick bond, and foundation materials;
- e) The roof shape, form, and materials;
- f) The proportion, shape, location, pattern, and size of any elements of fenestration (windows, doors);
- g) The general form and proportion of the buildings;
- h) The accessory fixtures and other features (including lighting fixtures, hardware, awnings, etc);
- i) The architectural scale in relation to existing structures and surrounding buildings; and
- j) Structural conditions and soundness.

Provide photographs of existing property and elevation drawings of the proposed changes. Depict changes in as much detail as possible, paying special attention to those features which the Commission uses to determine appropriateness. This section of the application allows the Commission to see the current state of the property, to visualize the proposed changes, and to assess the impact. The visual description must include dimensions. For new buildings and major additions, the visual description must include the interior floor plan.

X 11. **Information Regarding Surrounding Properties**

For new construction or large projects, the applicant is required to provide information on:

- The height of the nearest adjacent and opposite buildings;
- The setback and placement of the nearest adjacent and opposite buildings;
- The scale of the nearest adjacent and opposite buildings, including percentage of lot coverage.

12. Demolition Information (if applicable)

Provide a description of architectural features, additions, remodeling, and any alterations to the structure(s). Make note of any outbuildings on the site plan of the property. Provide a history of the structure, giving the construction date and architect or carpenter, briefly noting any significant events, persons and/or families associated with the property. Provide current exterior photographs of the property.

Town of Chapel Hill - Development Services
Residential Zoning—Building Permit Application



OFFICE USE ONLY

Approved By:

Permit #:

Issued:

Building Zoning

A. Project Location Type: Single Family Two Family County: Orange Durham

Property Address 704 E. Franklin Street Unit Number _____
 City Chapel Hill State NC Zip 27514
 Parcel Identifier Number 9788781421 Subdivision _____ Inside Town Limits
 Existing Use Single Family Home Utilities OWASA Zoning District R-2
 Property Owner Oakwood Properties, Inc Phone _____
 Property Owner Address P.O. Box 270 Email: samcayhall55@gmail.com
 Same as Property Address City North Garden State VA Zip 22959
 Special Protection Areas: Floodplain Historic Dist. Jordan Buffer NCD RCD Watershed Protection Dist.

B. Applicant

Applicant Name BuildSense, Inc Same as Owner
 Address 502 Rigsbee Ave, Suite 201 City Durham State NC Zip 27701
 Email mhayes@buildsense.com Phone (919)937-8769 Fax _____

Check one of the following boxes:
 New Work **After the Fact Work:** This Permit is to authorize work performed without a permit, inspection or approvals. If this an after the fact permit, I understand that all work must be uncovered and inspected before an approval can be granted and that I cannot self-perform work subject to the NC Building, Plumbing, Mechanical or Electrical codes if I do not personally live in this house for a minimum of twelve (12) months following completion of the approved building final inspection.

C. Types of Work:

Check all boxes that apply to the work being performed:

- Addition
- Deck/Porch
- Demolition
- Driveway
- Electrical
- Foundation
- Mechanical
- Other (Specify) _____
- New Building
- Plumbing
- Pool
- Repair
- Roof / Siding
- Solar

- Accessory Structure or Use (Exterior):** i.e. fence, gazebo, irrigation, landscaping, patio, outdoor kitchen or fireplace, other paved or impervious area, parking areas, pergola, retaining wall, shed, steps, stoop, or utilities.
- Remodel:** Adding, moving, removing of any walls or changing use of existing space. i.e. changing size of a room, finishing unfinished space, changing dining room to bedroom, or closing off storage space in garage.
- Renovation:** Improving or refurbishing of a space without changing its configuration, size, or use. i.e. replace flooring, cabinets, or fixtures.

D. Detailed Project Description Include proposed use and attach Scope of Work document per [Scope of Work Instructions](#)

Removing a porch stoop and stair; extending an existing side porch to wrap around which will enable access to entry door from garage and enhance the flow between side entry door and porch/patio area; stucco piers; wood framing; T&G porch floor and ceiling; painted posts and guardrails; metal roof; (2) wall sconces & (2) fans.

Residential Zoning - Building Permit Application



Property

Address:

E. DETAILS Complete based on types of work selected in Section C. See [Zoning-Building Application Instructions](#) for requirements

1. Construction		2. Dwelling Units			
Type of Construction:		Number of:	Existing	New	Total
<input checked="" type="checkbox"/> Site Built <input type="checkbox"/> Modular <input type="checkbox"/> Mobile Home		Bedrooms	4	0	4
<input type="checkbox"/> Insulation		Bathrooms	3.5	0	3.5
Construction Value	\$ 185,000	Kitchens	1	0	1
Number of Stories	1	Dwelling Units	1	0	1
Max. Construction Height (ft)	20	Parking Spaces	3	0	3
Total Heated square footage	4489				
Total Unheated square footage	1363				

3. Area Complete using Sq Ft *See [Zoning-Building Application Instructions](#) for definitions

	Existing	Remodel, Renovation, Repair	Decrease / Demolition	Addition / New (gross)	Total
Impervious Surface Area (ISA)*	14,500		125	200	14,625
Basement Square Footage*		--	--	--	--
1st Floor Square Footage		--	125	200	75
2nd Floor Square Footage		--	--	--	--
Attic/3rd Floor Square Footage		--	--	--	--
Total Sq Footage (Basement to 3rd)	5937	--	--	--	6012

4. Zoning Complete using Sq Ft unless otherwise noted

Lot Size (NLA)	40,953	New Land Disturbance	300	Existing ISA/NLA ratio	0.35	Total ISA / NLA ratio	0.35
		Allowed	Proposed		Required	Proposed	
Primary Height (ft)	29	19		Interior Setback (ft) (neighboring lot lines)	11	30	
Secondary Height (ft)	57	--		Solar Setback (ft) (northern lot line)	13	65	
				Street Setback (ft)	26	65	

Complete the following section for **Duplexes** OR projects within a **NCD**:

Existing Floor Area	5346	Change in Floor Area	75	Total Floor Area	5421
---------------------	------	----------------------	----	------------------	------

F. Supporting Documentation See [Zoning-Building Permit Requirements Handout](#) for submittal requirements for each type of work

OFFICE USE ONLY							
Submitted	Lot Creation Date:		Gross Land Area		Reviews		
					Division	Initials	Date
Issued	Disturbance since 1/27/03		ISA on 7/1/1993		Building		
					Engineering		
	Credited Area		Gross Land Area / Floor Area (FAR)		GIS		
Completed	Total Disturbance		ISA / GLA on 7/1/1993		Zoning		
					Other		

Residential Zoning-Building Application

Contractor Worksheet and Sub Permit Section



188

Property

Address:

1. Types of Work: General Mechanical Electrical Plumbing Residential

2. This section is intentionally left blank

3. General Construction Complete all fields

General Contractor BuildSense, Inc Privilege License # _____
 NCGC License # 47836 Classification: Residential Commercial Limited Intermediate Unlimited
 Address 502 Rigsbee Ave, Suite 201 City Durham State NC Zip 27701
 Email mhayes@buildsense.com Phone (919)937-8769 Fax _____
 Construction Cost (Per scope of work document) \$ 186,300

I am a general contractor duly licensed by the NC Licensing Board of General Contractors. I am permitted by my license to contract on projects on one property at a time not to exceed the following dollar value: \$ Unlimited

I am an unlicensed contractor. I am permitted to contract on projects on one property at a time not to exceed \$30,000. I acknowledge and understand that I am not permitted to perform or subcontract plumbing, mechanical, or electrical work so all of the following contractors are considered licensed sub-contractors and have contracts directly with the property owner.

I own the property where the building, or portion thereof, will be constructed or altered and I am acting as the General Contractor of record. I acknowledge and understand that I must personal occupy the property for a period of not less than 12 months **and have attached the completed, signed and notarized "Owner Exemption Affidavit" as required by NC law, stating the same.**

Name (print) Michael Hayes Signature _____ Date May 08, 2017

4. Mechanical

Mechanical Contractor N/A Privilege License # _____
 NC Mech License # _____ Classification: H-1 H-2 H-3 Class I Class II
 Address _____ City _____ State _____ Zip _____
 Email _____ Phone _____ Fax _____
 Construction Cost (Per Scope of Work) \$ _____

Name (print) _____ Signature _____ Date _____

Details Complete all fields, include location of work AND specify types of mechanical appliances in Scope of Work

Service Type: <input type="checkbox"/> New <input type="checkbox"/> Upgrade		Check all that apply: <input type="checkbox"/> Gas Line <input type="checkbox"/> Kitchen Hood System	
Change Out: <input type="checkbox"/> E/M <input type="checkbox"/> E/M/P <input type="checkbox"/> M/P		<input type="checkbox"/> Duct Work <input type="checkbox"/> Geothermal System	
# of Heat Pumps and Gas Packs	# of Other Mechanical Appliances*	<input type="checkbox"/> Fireplace	# of Fireplaces

*Includes, but not limited to AC units, gas furnace, electric furnace, air handler units, condensers, coils, chillers, humidifiers, etc.

Residential Zoning-Building Application

Contractor Worksheet and Sub Permit Sections



Property Address:

5. Electrical

Electrical Contractor _____ Privilege License # _____

Classification: Limited Intermediate Unlimited Owner

NC Elect License # _____ **Voltage:** 600 or less 600 or more

Address _____ City _____ State _____ Zip _____

Email _____ Phone _____ Fax _____

Construction Cost (Per Scope of Work) \$ _____

Name (print) _____ Signature _____ Date _____

Details Complete all fields, include location of work in Scope of Work

Service Type: New Upgrade Temporary Service Change in location of existing Meter / Panel

Service Size (amps)	# of Meters	Requested Voltage	Service Entrance Size:
			<input type="checkbox"/> Single Phase
Enter the number of items added, altered, moved, or removed for each of the following items:			<input type="checkbox"/> 3 Phase
Boxes	Switches	Outlets	Lights

6. Plumbing

Plumbing Contractor _____ N/A Privilege License # _____

NC Plumb License # _____ **Classification:** Class I Class II N/A Owner

Address _____ City _____ State _____ Zip _____

Email _____ Phone _____ Fax _____

Construction Cost (Per Scope of Work) \$ _____

Name (print) _____ Signature _____ Date _____

Details Complete all fields, include location of work in Scope of Work

Service Type: New Upgrade **Change Out:** E/P E/M/P M/P

# of Fixtures / Connections	# of Water Heaters
-----------------------------	--------------------

Check all that apply: Backflow Preventer Irrigation System New Water Connection

Fire Sprinkler System Grease Trap New Sewer Connection

7. Applicant's Statement

I hereby certify that I am authorized to submit this application; that all information is correct and all work will comply with the State Building Code and all other applicable State and local laws, ordinances, regulations, or private building restrictions imposed. I understand that knowingly providing false information in this application can subject me to civil and criminal prosecution. I will ensure that the Development Services Center is notified of any changes in the approved plans and specifications for the project herein. I also agree to be responsible for any damage to public improvements, including, but not limited to streets, curbs, sidewalks, sewer or other utility lines occasioned by the works performed in accordance with this project. I understand that electrical power will not be turned on, nor a Certificate of Occupancy issued, until construction is complete, all fees are paid, and all utilities and public improvements are installed and operative. I further understand that the Town of Chapel Hill has adopted a Noise Control Ordinance and agree to comply with the provisions of the ordinance. A signed Scope of Work document is attached to this application, that includes the Owner's signature and details of all work, inclusive of that of subcontractors.

Name (print) Michael Hayes Signature _____ Date May 08, 2017



Residential Zoning-Building Permit Application Requirements

Note: Incomplete Applications will not be accepted. Staff reserves the right to request any material that may be required to determine compliance with the Land Use Management Ordinance and Building Code

Residential Building Permit Requirements:

<input checked="" type="checkbox"/>	Document	Details
	Application Form	All fields must be completed. For Building-only applications, Section E4 (Zoning) is not required.
	Scope of Work	Details all work being performed. Must be signed by property owner and contractor(s)
	2 sets of Construction Plan	Minimum scale is ¼ inch = 1 foot.
	Orange County Recyclable Materials Permit Application	Use short form for projects under \$30,000
	Water / Sewer Confirmation	From OWASA or Orange County for Well and/or septic.
	Electronic Copies	<u>Required for all documents.</u> May be on CD or Flash Drive. NOTE: applicant may to choose to make an electronic-only submittal

Applications Over \$30,000 Only

<input checked="" type="checkbox"/>	Document	Details
	Lien Holder Certification OR Lien Holder Exemption	If property owner has occupied property for more than one year they may sign an exemption form instead.
	Orange County Recyclable Materials Permit Application	Use long form for projects over \$30,000
	Workman's Comp Affidavit or Insurance Certification	

If home owner is acting as the General Contractor

<input checked="" type="checkbox"/>	Document	Details
	Owner Exemption Affidavit	

Residential Zoning Permit Requirements:

<input checked="" type="checkbox"/>	Document	Details
	Application Form	All fields must be completed. For Zoning-only applications complete only pages 1 and 2, section E1 is not required.
	Two Sets of Site Plans	Minimum scale: 1" = 40'. See site plan requirements and example
	Elevation Drawings	Include for all applicable elevations. Include dimensions and scale.
	Driveway Permit Application	Required for new driveways AND/OR Teardown-rebuilds
	Water / Sewer Confirmation	From OWASA or Orange County for Well and/or septic.
	Electronic Copies	<u>Required for all documents.</u> May be on CD or Flash Drive. NOTE: applicant may to choose to make an electronic-only submittal

1/1

ER
NA



20160311000046690 DEED
Bk:RB6088 Pg:47
03/11/2016 02:10:21 PM 1/2

FILED Mark Chilton
Register of Deeds, Orange Co, NC
Recording Fee: \$26.00
NC Real Estate TX: \$3150.00

SC

NA

NORTH CAROLINA GENERAL WARRANTY DEED

Excise Tax: \$ 3,150.00

Parcel Identifier No. 9788781421 Verified by SR County on the ___ day of _____, 20___
By: _____

Mail/Box to: GRANTEE

This instrument was prepared by: Law Office of Scott D. Beasley, P.A., 100 Connemara Drive, Suite 120, Cary, NC 27519

Brief description for the Index: LOT 2, Mary Wells Ballentine, PB 47 page 8

THIS DEED made this 9th day of March, 2016, by and between

GRANTOR	GRANTEE
Paul T. Meegan and wife, Kelli A. Meegan 2601 Chelmsford Court Cary, NC 27518	Oakwood Properties, Inc. Mailing Address: PO Box 270 North Garden, VA 22959 Property Address: 704 East Franklin Street Chapel Hill, NC 27514

Enter in appropriate block for each Grantor and Grantee: name, mailing address, and, if appropriate, character of entity, e.g. corporation or partnership.

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

WITNESSETH, that the Grantor, for a valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto the Grantee in fee simple, all that certain lot, parcel of land or condominium unit situated in the City of Chapel Hill, _____ Township, Orange County, North Carolina and more particularly described as follows:

BEING all of Lot No. 2, Property of Mary Wells Ballentine, according to plat and survey thereof, as recorded in Plat Book 47, Page 8, Orange County Registry, to which plat reference is hereby made for a more particular Description of same.

The property hereinabove described was acquired by Grantor by instrument recorded in Book 5614 page 270.
All or a portion of the property herein conveyed X includes or ___ does not include the primary residence of a Grantor.

A map showing the above described property is recorded in Plat Book 47 page 8.

Submitted electronically by "Law Office of Scott D. Beasley, P.A."
in compliance with North Carolina statutes governing recordable documents
and the terms of the submitter agreement with the Orange County Register of Deeds.

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and appurtenances thereto belonging to the Grantee in fee simple.

And the Grantor covenants with the Grantee, that Grantor is seized of the premises in fee simple, has the right to convey the same in fee simple, that title is marketable and free and clear of all encumbrances, and that Grantor will warrant and defend the title against the lawful claims of all persons whomsoever, other than the following exceptions: Subject to current year Ad Valorem Taxes. Restrictions, Easements, Rights-of-Way and Conditions and Covenants of Record.

IN WITNESS WHEREOF, the Grantor has duly executed the foregoing as of the day and year first above written.

By: _____ (Entity Name) _____ (SEAL) Print/Type Name: Paul T. Meegan

By: _____ (SEAL) Print/Type Name & Title: _____ Print/Type Name: Kelli A. Meegan

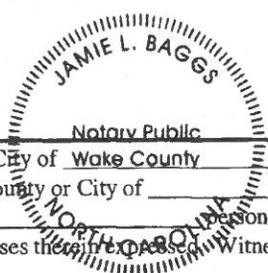
By: _____ (SEAL) Print/Type Name & Title: _____ Print/Type Name: _____

By: _____ (SEAL) Print/Type Name & Title: _____ Print/Type Name: _____

State of North Carolina - County or City of Orange Wake

I, the undersigned Notary Public of the County or City of Orange Wake and State aforesaid, certify that Paul T. Meegan and wife, Kelli A. Meegan personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed. Witness my hand and Notarial stamp or seal this 9 day of March, 2016.

My Commission Expires: 9/2/2018 (Affix Seal)



Jamie L. Baggs Notary Public
Notary's Printed or Typed Name

State of _____ - County or City of Wake County

I, the undersigned Notary Public of the County or City of _____ and State aforesaid, certify that _____ personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed. Witness my hand and Notarial stamp or seal this _____ day of _____, 20____.

My Commission Expires: _____ (Affix Seal)

Notary Public
Notary's Printed or Typed Name

State of _____ - County or City of _____

I, the undersigned Notary Public of the County or City of _____ and State aforesaid, certify that _____ personally came before me this day and acknowledged that _____ he is the _____ of _____, a North Carolina or _____ corporation/limited liability company/general partnership/limited partnership (strike through the inapplicable), and that by authority duly given and as the act of such entity, _____ he signed the foregoing instrument in its name on its behalf as its act and deed. Witness my hand and Notarial stamp or seal, this _____ day of _____, 20____.

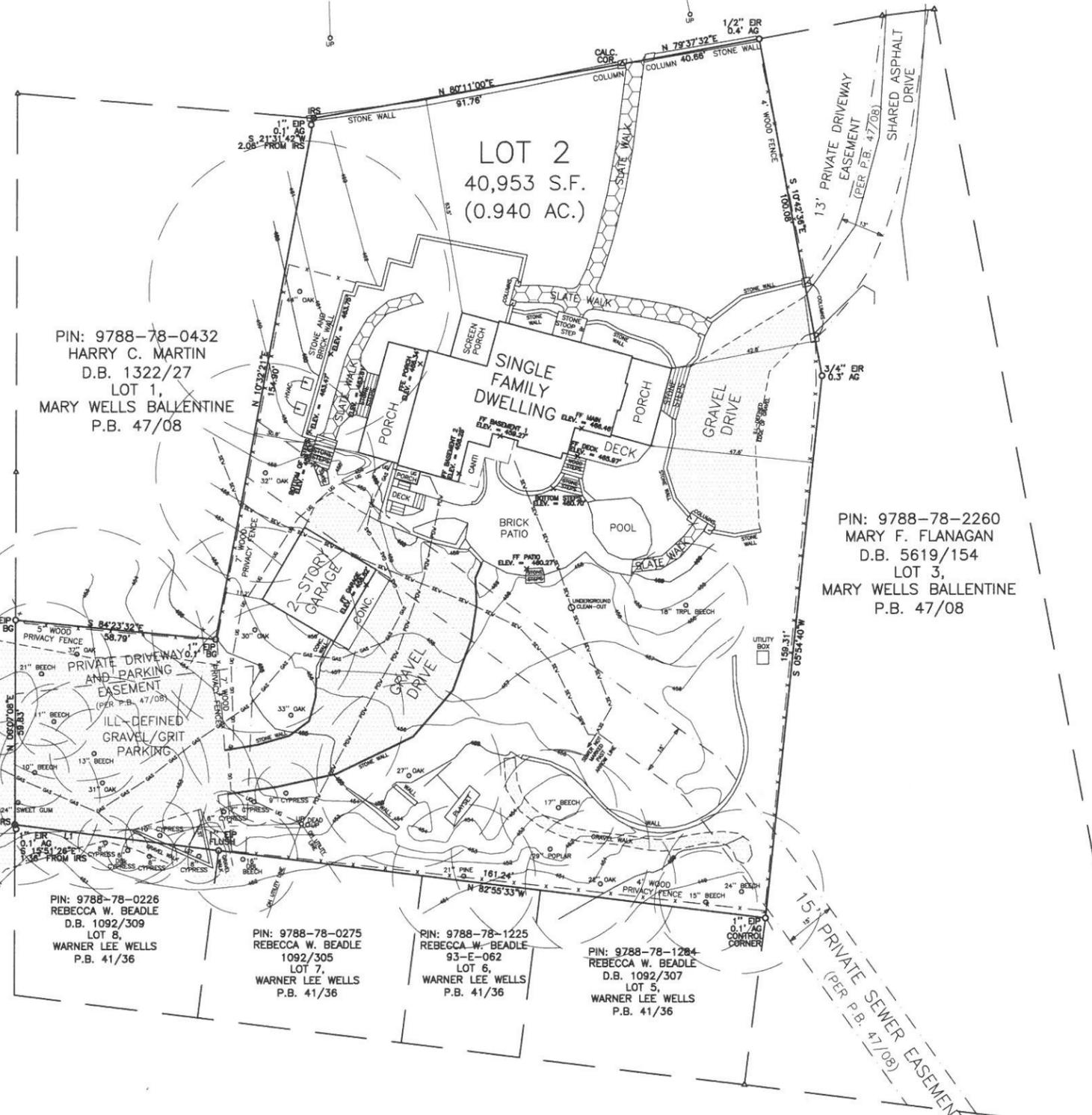
My Commission Expires: _____ (Affix Seal)

Notary Public
Notary's Printed or Typed Name



E. FRANKLIN ST.
(100' PUBLIC R/W)

PARK PLACE LN.
(35' PUBLIC R/W)



FUTURE USE BY OWNERS OF LOTS 1, 2, & 3.
2) SUBJECT PROPERTY IS ZONED R2 PER TCH UDO.
3) R2 MINIMUM SETBACKS:
STREET = 26'
INTERIOR = 11'
SOLAR = 13'

IMPERVIOUS SURFACE:
GRAVEL DRIVE, WALKS & PARKING = 7,535 S.F.
HOUSE = 2,025
PATIO & POOL AREA = 1,388
SLATE WALKS = 998
PORCHES = 857
WALLS & COLUMNS = 659
GARAGE = 591
STONE STEPS AND STOOP = 235
CONCRETE & ASPHALT = 130
COVERED PLAYSET = 48
HVAC = 20
UTILITY BOX = 13
TOTAL = 14,500 S.F.

ASSUMED THAT SURVEYED ARE REGULATED AS LIGHT FROM SOURCES NOTED HEREON; THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY IS 1:10,000; AND THAT THIS MAP MEETS THE REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA (21 NCAC 58.1600), THIS 9TH DAY OF NOVEMBER, 2016.

PRELIMINARY PLAT - NOT FOR RECORDATION, CONVEYANCES OR SALES

- GEND
- 1 EXISTING IRON PIPE
 - 2 EXISTING IRON ROD
 - 3 IRON ROD SET
 - 4 CALCULATED CORNER
 - 5 TREE
 - 6 CRITICAL ROOT ZONE (IN UNC PARKING LOT)
 - 7 UTILITY POLE
 - 8 MAG NAIL
 - 9 BELOW GRADE
 - 10 ABOVE GRADE
 - 11 FINISHED FLOOR
 - 12 POWER
 - 13 FIBER OPTIC
 - 14 GAS
 - 15 SEWER
 - 16 OVERHEAD (UTILITY)



TOPOGRAPHIC SURVEY
PROPERTY OF
OAKWOOD PROPERTIES, INC.
PROPERTY ADDRESS: 704 E. FRANKLIN ST.

LOT 2, MARY WELLS BALLENTINE
PIN REFERENCE: 9788-78-1421
DEED BOOK REFERENCE: D.B. 6088/47
PLAT BOOK REFERENCE: P.B. 47/08

CHAPEL HILL TOWNSHIP
ORANGE COUNTY
NORTH CAROLINA

SCALE: 1" = 20' OCTOBER 27, 2016



CERTIFICATE OF APPROPRIATENESS for the HISTORIC DISTRICT COMISSION

For Approval – June 13, 2017 Meeting

Residence of John and Renée Grisham
 704 E Franklin St.
 Chapel Hill, North Carolina

4. MAILING OF PROPERTY OWNERS

9788543697	UNIVERSITY OF N C	PROPERTY OFFICE UNC	CHAPEL HILL	NC	27599
9788687271	UNIVERSITY OF N C	UNKNOWN ADDRESS	CHAPEL HILL	NC	27514
	PARK PLACE FELLOWSHIP				
9788688382	LLC	2702 FAIRVIEW RD	RALEIGH	NC	27608
9788688432	GILLINGS JOAN H	PO BOX 17341	DENVER	CO	80217
9788780226	BEADLE REBECCA WELLS	101 VIRGINIA DR	CHAPEL HILL	NC	27514
9788780240	UNIVERSITY OF N C	UNKNOWN ADDRESS	CHAPEL HILL	NC	27514
9788780275	BEADLE REBECCA WELLS	101 VIRGINIA DR	CHAPEL HILL	NC	27514
9788780432	MARTIN CLARKE S ETAL	3 BRIARCLIFF DR	ASHEVILLE	NC	28803
9788781225	BEADLE REBECCA WELLS	101 VIRGINIA DR	CHAPEL HILL	NC	27514
9788781284	BEADLE REBECCA WELLS	101 VIRGINIA DR	CHAPEL HILL	NC	27514
9788781607	EPTING ROBERT L	PO BOX 1329	CHAPEL HILL	NC	27514
9788782260	FLANAGAN MARY F	708 E FRANKLIN ST	CHAPEL HILL	NC	27514
	GORGONS HEAD LODGE				
9788782810	INC PRESIDENT	P O BOX 12791	RALEIGH	NC	27605
9788783461	BOWERS MARY ELLEN S	714 E FRANKLIN ST	CHAPEL HILL	NC	27514



CERTIFICATE OF APPROPRIATENESS for the HISTORIC DISTRICT COMISSION

For Approval – June 13, 2017 Meeting

Residence of John and Renée Grisham
 704 E Franklin St.
 Chapel Hill, North Carolina

10. WRITTEN DESCRIPTION

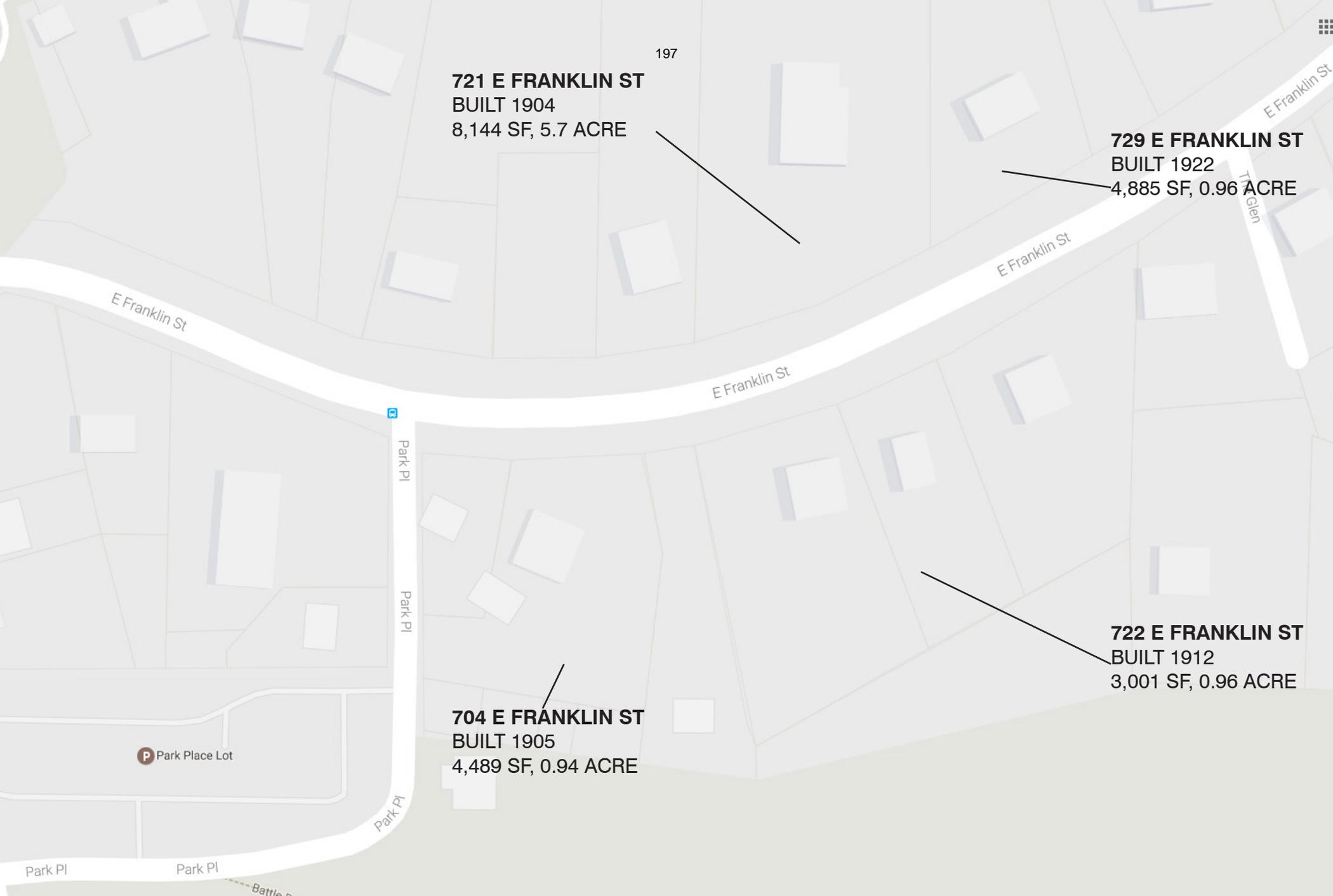
The 704 E Franklin St Residence, also known as the Pratt-Wells House, was completed in 1905 by Joseph Pratt. Owned by numerous individuals over the years, including Dr. Warner Wells in the 1950s, the house has undergone several renovations, including the addition of the detached garage and entry stair on the South face of the house near Park Place.

The proposed work includes the removal of the existing entry stair on the South face of the house; an extension of the existing West porch; and the addition of a new entry stair more in character with the existing porch.

- a) *The height of the building in relation to the average height of the nearest adjacent and opposite buildings;*
 There will be no change to the height of the existing structure. The total height of the addition will be less than 20' above existing finished grade, resulting in no net increase of building height. The finished building height will continue to blend smoothly with the height of adjacent and opposite buildings.
- b) *The setback and placement of the building on the lot in relation to the average setback and placement of the nearest adjacent and opposite buildings;*
 The proposed addition stays within the envelope of existing buildings. The setback and placement of the finished building on the lot does not change and continues to blend with the setbacks of adjacent and opposite buildings.
- c) *The exterior construction materials, including textures and patterns;*
 Proposed exterior construction materials duplicate materials used on the existing building, including textures and patterns.
- d) *The detailing such as lintels, cornices, brick bond, and foundation materials;*
 All architectural detailing will be congruous with the existing structure.
 - i. Foundation: Parged masonry piers duplicate existing parged masonry piers.
 - ii. Porch Floor: Tongue and groove wood porch flooring duplicates existing porch flooring.
 - iii. Porch Columns: Custom-milled fluted 8x8 columns with scrolled capitals and standard bases duplicate existing columns.
 - iv. Porch Railing: Custom-milled painted wood railings and guards duplicate existing railings and guards, mounted in compliance with building code requirements.
 - v. Porch Ceiling: Wood porch ceiling duplicates existing porch ceiling finish.



- e) *The roof shape, form, and materials;*
New porch roof form will duplicate other roofs on the existing structure, finished in metal standing seam configuration.
- f) *The proportion, shape, location, pattern, and size of any elements of fenestration (windows, doors);*
The proposed porch project does not change existing fenestration.
- g) *The general form and proportion of the buildings;*
For this addition, we are simply rebuilding an existing porch and stair in a style and with dimensions that are more in keeping with the existing building and more functional for the owner.
- h) *The accessory fixtures and other features (including lighting fixtures, hardware, awnings, etc);*
The accessory fixtures and features will match existing as closely as possible while still maintaining building code compliance i.e. railing detail and height.
- i) *The architectural scale in relation to existing structures and surrounding buildings;*
There will be minimal change to the architectural scale of the building and the proposed structure is congruous with the surrounding buildings.
- j) *Structural conditions and soundness.*
There will be no change to the structure of the building.



721 E FRANKLIN ST
BUILT 1904
8,144 SF, 5.7 ACRE

729 E FRANKLIN ST
BUILT 1922
4,885 SF, 0.96 ACRE

704 E FRANKLIN ST
BUILT 1905
4,489 SF, 0.94 ACRE

722 E FRANKLIN ST
BUILT 1912
3,001 SF, 0.96 ACRE



- listen
- plan
- design
- build

704 E FRANKLIN ST RENOVATION

HDC Review
Context Information



704 E FRANKLIN ST



721 E FRANKLIN ST



722 E FRANKLIN ST



729 E FRANKLIN ST



704 E FRANKLIN ST PROJECT SCOPE:

- Extend existing porch on South side of house
- Renovate existing South stair + entry

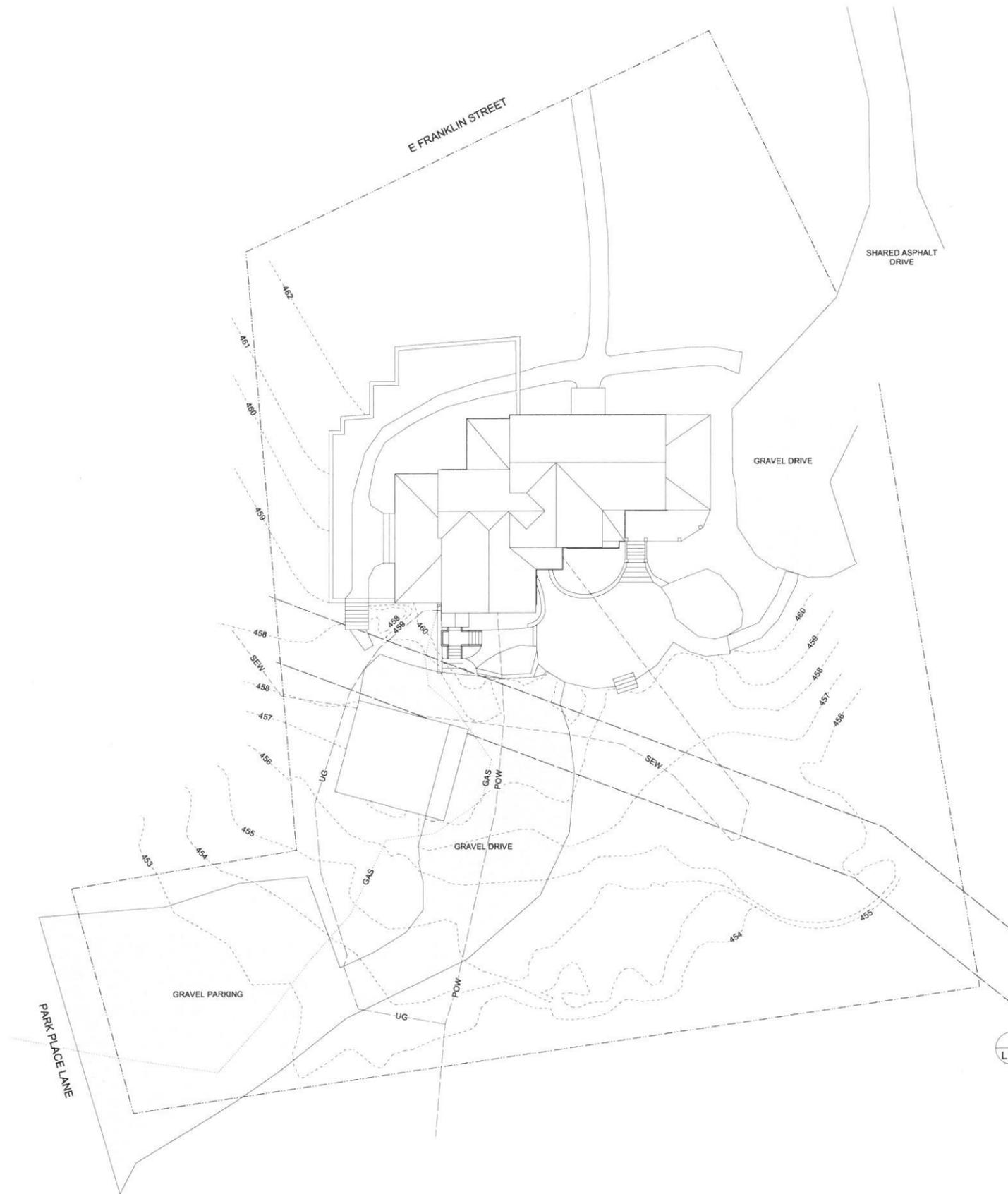
704 E FRANKLIN ST RENOVATION

HDC Review
Project Overview

listen
plan
design
build



200



1
L1.1

SITE PLAN
Scale: 1:400



list
plan
design
build

BuildSense
architecture

phone 919.667.0404
fax 919.667.9984
502 figbee avenue, suite 201
durham, north carolina 27701

not for construction

not for construction

GRISHAM RESIDENCE
704 EAST FRANKLIN STREET
CHAPEL HILL, NC 27514
JOHN GRISHAM
RENEE GRISHAM

project
project address
owner's address

ID: GRISHAM16r

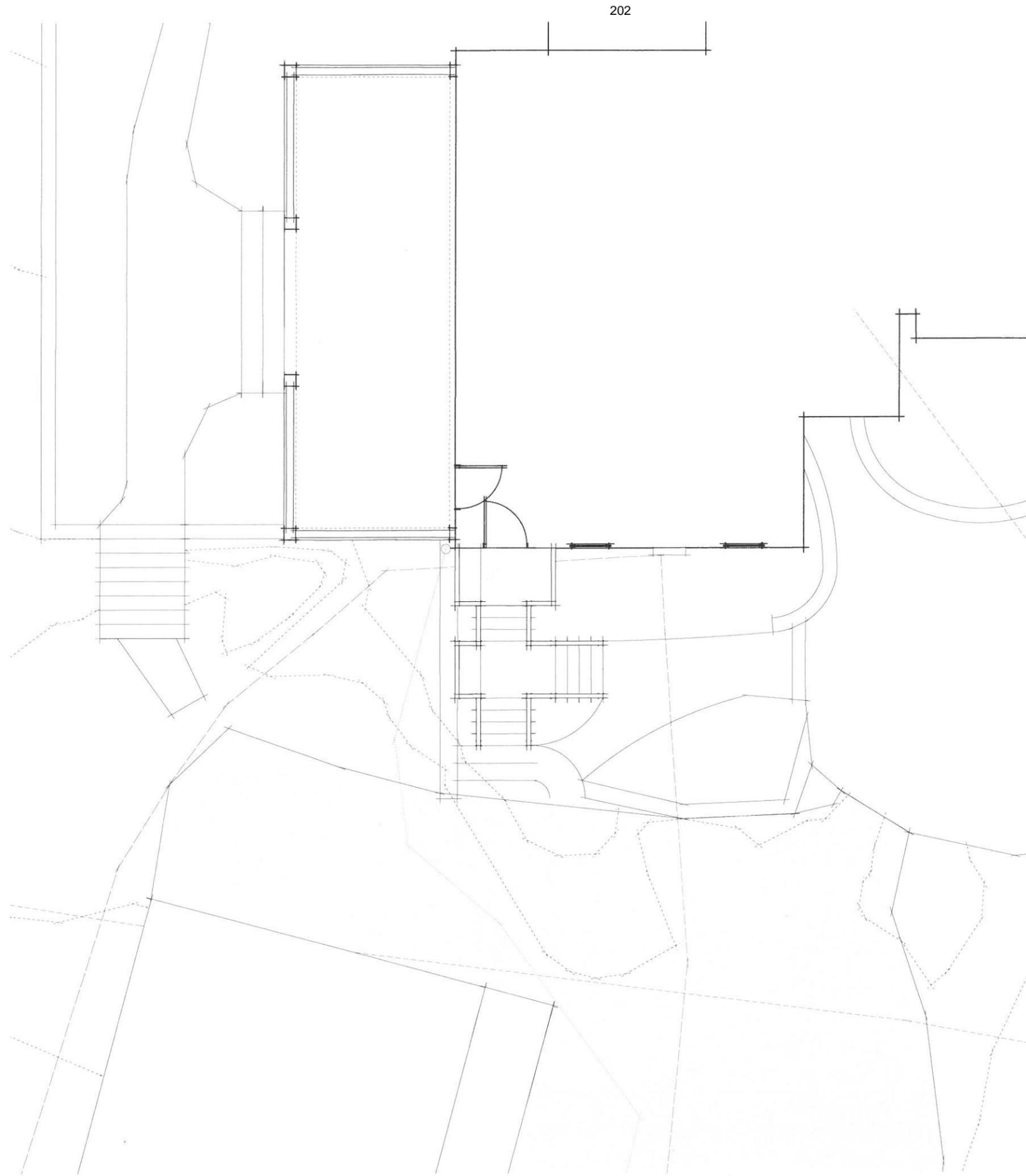
drawn MRP
reviewed LM

date 05.10.2017
revised
revised
revised

SCHMATIC DESIGN SET
NOT FOR CONSTRUCTION

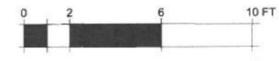
SITE PLAN

L1.1



202

1 FLOOR PLAN 1
A1.1 Scale: 1/8" = 1'-0"



FLOOR PLAN 1
EXISTING

A1.1

SCHEMATIC DESIGN SET
NOT FOR CONSTRUCTION

date 05.10.2017
revised
revised
revised

drawn MRP
reviewed LM

ID: GRISHAM16r

project GRISHAM RESIDENCE
project address 704 EAST FRANKLIN STREET
CHAPEL HILL, NC 27514
owner's JOHN GRISHAM
owner's address RENEE GRISHAM

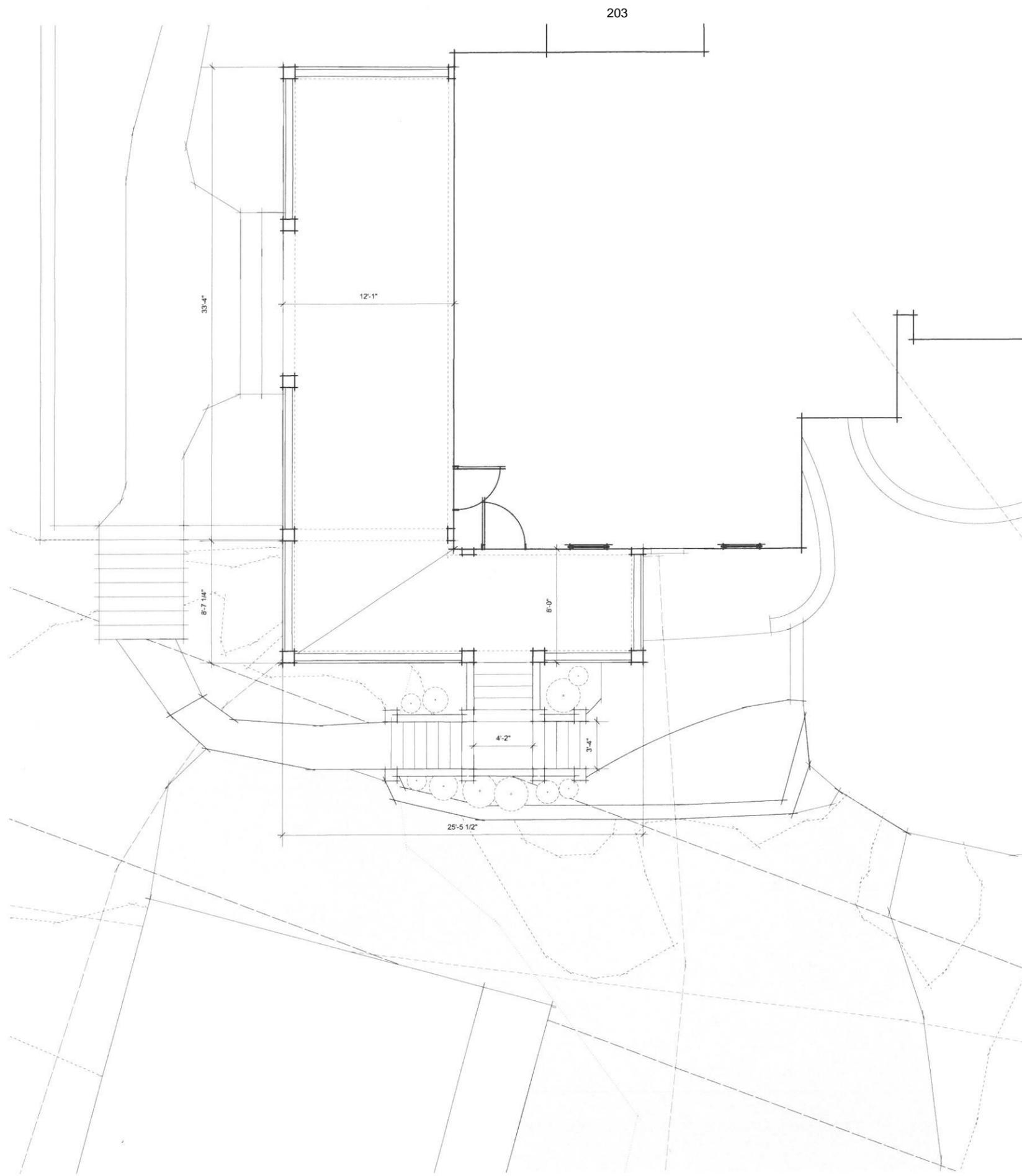
not for construction

not for construction

phone 919.667.0404
fax 919.667.9984
502 figbee avenue, suite 201
durham, north carolina 27701

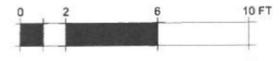
BuildSense
architecture

listen
plan
design
build



203

1 FLOOR PLAN 1
A1.2 Scale: 1/8" = 1'-0"



FLOOR PLAN 1
(PROPOSED)

A1.2

SCHEMATIC DESIGN SET
NOT FOR CONSTRUCTION

date 05.10.2017
revised
revised
revised

drawn MRP
ID: GRISHAM16r
revised LM

project GRISHAM RESIDENCE
704 EAST FRANKLIN STREET
CHAPEL HILL, NC 27514
project address owner's address
JOHN GRISHAM
RENEE GRISHAM
owner's address

not for construction

not for construction

phone 919.667.0404
fax 919.667.9984
502 ngabee avenue, suite 201
durham, north carolina 27701

BuildSense
architecture
listen
plan
design
build



1 WEST ELEVATION - EXISTING
A3.2 Scale: 1/8" = 1'-0"



2 WEST ELEVATION - PROPOSED
A3.2 Scale: 1/8" = 1'-0"



not for construction

not for construction

project: **GRISHAM RESIDENCE**
704 EAST FRANKLIN STREET
project address: CHAPEL HILL, NC 27514
owner's address: JOHN GRISHAM
owner's address: RENEE GRISHAM

ID: GRISHAM16r

drawn: MRP
reviewed: LM

date: 05.10.2017
revised
revised
revised

SCHEMATIC DESIGN SET
NOT FOR CONSTRUCTION

ELEVATIONS
(PROPOSED)

A3.2

not for construction

not for construction



1 SOUTH ELEVATION - EXISTING
Scale: 1/8" = 1'-0"



2 SOUTH ELEVATION - PROPOSED
Scale: 1/8" = 1'-0"



project GRISHAM RESIDENCE
project address 704 EAST FRANKLIN STREET
CHAPEL HILL, NC 27514
owner's address JOHN GRISHAM
RENEE GRISHAM
owner's address

ID: GRISHAM16r

drawn MRP
reviewed LM

date 05.10.2017
revised
revised
revised

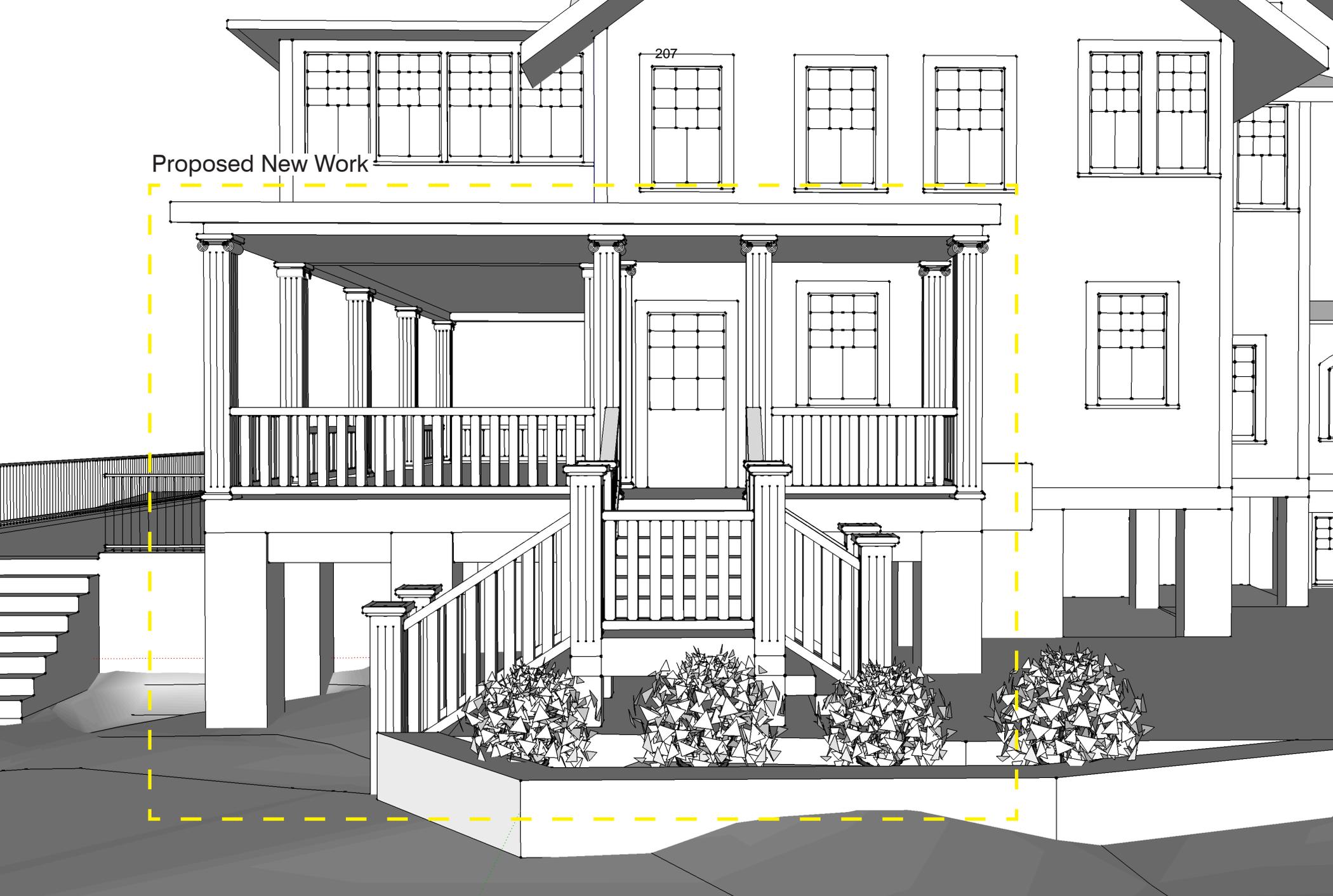
SCHEMATIC DESIGN SET
NOT FOR CONSTRUCTION

ELEVATIONS
(PROPOSED)

A3.1

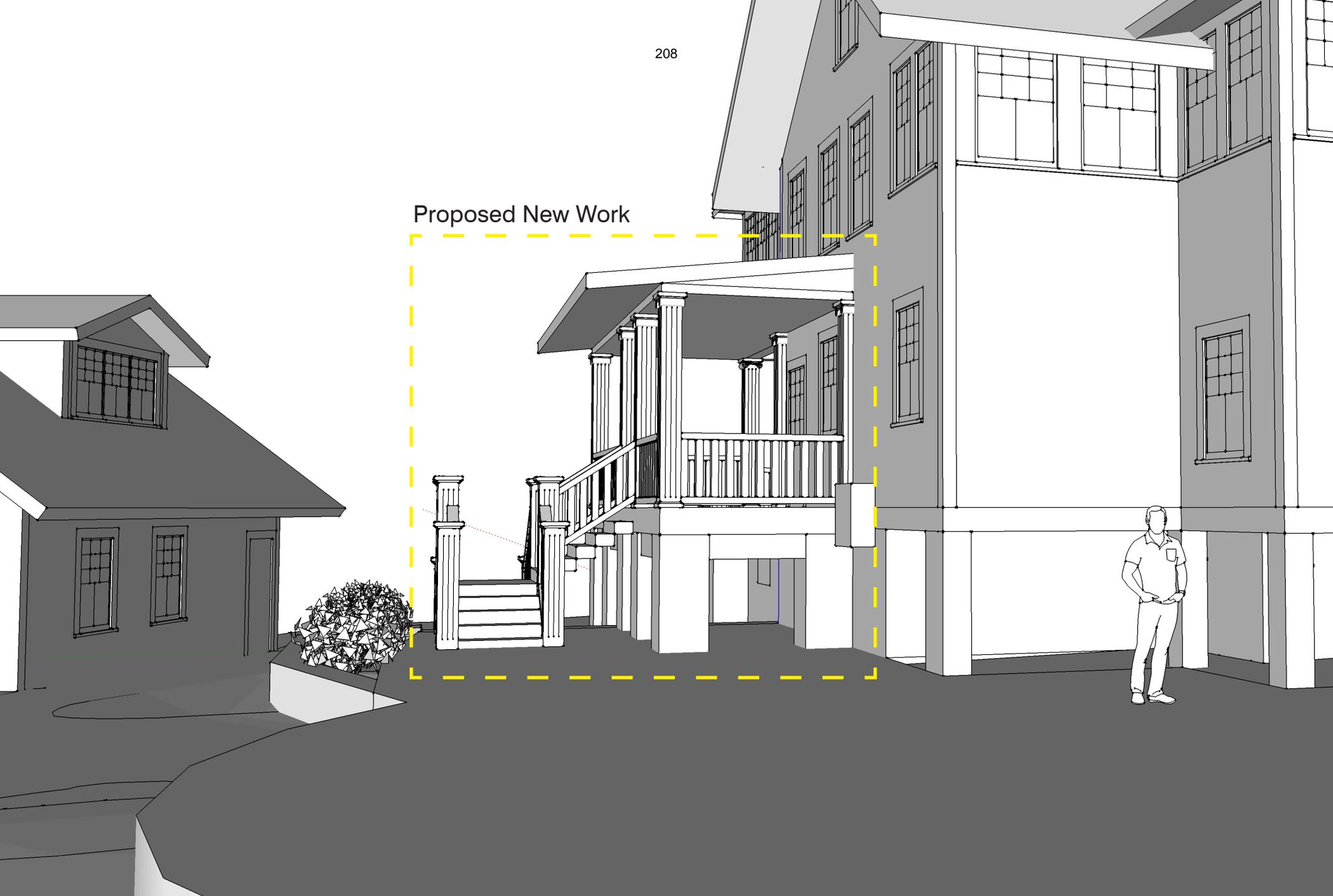
Proposed New Work





Proposed New Work

207



Proposed New Work



DEPARTMENT OF PLANNING &
DEVELOPMENT SERVICES
Town of Chapel Hill
405 Martin Luther King Jr. Blvd.
Chapel Hill, NC 27514

phone (919) 969-5066 fax (919) 969-2014
www.townofchapelhill.org

July 11, 2017

Mr. Michael Hayes
BuildSense, Inc.
502 Rigsbee Avenue, Suite 201
Durham, NC 27701

Re: 704 East Franklin Street (PIN 9788-78-1421; Project #17-051) - Certificate of Appropriateness

Dear Mr. Hayes:

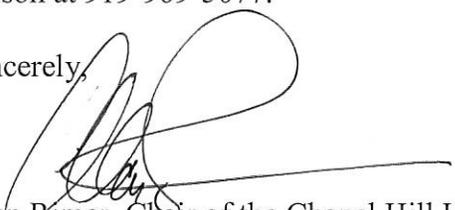
At its June 28, 2017 meeting, the Chapel Hill Historic District Commission voted to approve a Certificate of Appropriateness (project #17-051) for your proposal to extend the existing porch on the south side of the house and renovate the existing south stair and entry at 704 East Franklin Street. The Historic District Commission based its action on plans submitted with the application, materials presented at the meeting, and discussion.

Attached is the Certificate of Appropriateness placard filed today, which must be displayed at the site during demolition activities, as well as a copy of the plans approved for a Certificate of Appropriateness. Any further changes to the approved plans may require review and approval by the Historic District Commission. At this point, you should now contact the Town's Development Services Division if you have not done so already to submit the necessary documentation for securing any required zoning and/or building permit(s).

Any decision of the Historic District Commission in granting or denying a certificate of appropriateness may be appealed to the board of adjustment and shall be reviewed on the record. An application for appeal shall be filed, with the town clerk, within thirty (30) days of the filing of the decision being appealed or the delivery of any required written notice of the decision, whichever is later. If any application for appeal to the above referenced Certificate of Appropriateness is filed with the Town clerk, we will be sure to contact you.

If you have any questions, please call Eric Feld, who is the Historic District Commission's staff liaison at 919-969-5077.

Sincerely,



Alan Rimer, Chair of the Chapel Hill Historic District Commission
cc: Inspections Division

Town of Chapel Hill, North Carolina

CERTIFICATE OF APPROPRIATENESS

HAS BEEN ISSUED FOR

PIN 9788-78-1421; Project #17-051

Date: June 28, 2017

Alteration-Repair of Existing Structure(s) – Extend existing porch on south side; Renovate existing south stair and entry

Construction of New Structure(s)

Other

Located at: 704 East Franklin Street



Historic District Commission Chair

Oakwood Properties, Inc.

Property Owner

BuildSense Inc.

Applicant

This card must be kept posted in a conspicuous location until all phases of the described project are completed. The work must conform with the Code of Ordinances of the Town of Chapel Hill and laws of the State of North Carolina.