



TOWN OF CHAPEL HILL

Historic District Commission

Meeting Minutes

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

Chair Sean Murphy
Vice-Chair Duncan Lascelles
Deputy Vice-Chair Polly van de Velde
Michael Booth
Brian Daniels

Josh Gurlitz
Nancy McCormick
Anne Perl De Pal
David Schwartz

Tuesday, April 11, 2023

6:30 PM

RM 110 | Council Chamber

Language Access Statement

For interpretation or translation services, call 919-969-5105.

ဘာသာပြန်ဆိုခြင်းနှင့် စကားပြန်ခြင်းအတွက်၊ (၉၁၉) ၉၆၉-၅၁၀၅ ကိုဖုန်းခေါ်ပါ။

Para servicios de interpretación o traducción, llame al 919-969-5105.

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919-969-5105.

Opening

Roll Call

Anya Grahn-Feder Mack, Staff Liaison, Katherine Shor, Planning Staff, Kevin Hornik, Counsel to the Commission

- Present** 7 - Chair Sean Murphy, Deputy Vice-Chair Polly van de Velde, Michael Booth, Josh Gurlitz, Nancy McCormick, Anne Perl De Pal , and David Schwartz
- Excused** 2 - Vice-Chair Duncan Lascelles, and Brian Daniels

Secretary reads procedures into the record

Approval of Agenda

Announcements

Grahn-Feder Mack explained that the Town Council held a work session on the Housing Choices for a Complete Community text amendment project on April 10th. She explained that staff had received feedback from the Council and staff would return to the Historic District Commission (HDC) once they had more details. At this time, there was not a date set for that HDC meeting.

Petitions

Consent

1. 214 Glenburnie Street [\[23-0273\]](#)

A motion was made by McCormick, seconded by Perl de Pal to move 214 Glenburnie from the consent agenda to the old business agenda. The motion passed by a vote of 5 to 2.

Aye: 5 - Michael Booth, Josh Gurlitz, Nancy McCormick, Anne Perl De Pal , and David Schwartz

Nay: 2 - Chair Sean Murphy, and Deputy Vice-Chair Polly van de Velde

Excused: 2 - Vice-Chair Duncan Lascelles, and Brian Daniels

Old Business

- 214 Glenburnie Street [\[23-0273\]](#)

Architect Cari Filer explained that changes had been made since the start of construction. She discussed the need to replace the original glass on the entry sidelights and transom with tempered glass for energy efficiency and to meet Building Code requirements. She described how the interior programming had led to changes to the fenestration pattern and that they had also changed the detailing on the outdoor fireplace surround and Juliet balcony railings. She committed to restoring the wood door.

The commissioners discussed the changes to the windows and agreed that the revised fenestration pattern was an improvement to the design.

A motion was made by van de Velde, seconded by Gurlitz that the application was not incongruous with the special character of the district and to grant the Certificate of Appropriateness (COA). The motion carried by a unanimous vote.

2. 313 E. Franklin Street [\[23-0274\]](#)

Jim Spencer, project architect, discussed the proposed amendments to the Certificate of Appropriateness (COA) application. He presented photos of the sorority house and spoke of the modification to the window in the parlor of the Wooten House. He described the proposed site plan improvements, including ADA parking and ramps, outdoor gathering spaces, and changes to the pathways.

The commission discussed the proposed patio area in front of the house. They considered the size and its projection from the proposed porch. Commissioners requested that the stone seat walls be constructed completely out of stone, not a stone veneer. There was concern that the patio space would create too much concrete and gravel in the front yard, and commissioners reviewed photos of a similar hard surfaced patio space at 307 E. Franklin Street. Commissioners discussed the effects of the proposed landscaping in breaking up hard surfaces. There was support for re-grading the site to create a sidewalk providing ADA access, rather than creating a new ramp, on the east side of the house.

A motion was made by Schwartz, seconded by Gurlitz, that the application was not incongruous with the special character of the district, so long as the seat walls are constructed of solid stone, and to grant the Certificate of Appropriateness (COA). The motion carried by a unanimous vote.

New Business

3. 223 E. Rosemary Street

[\[23-0275\]](#)

Leslie Brock, property manager, discussed the need to replace the historic wood windows on the house with new fiberglass or aluminum inserts. She presented photos of the existing windows, pointing out that the house had mostly double-hung windows with three casement windows on the rear elevation. She stated that the Design Standards allow aluminum clad and fiberglass replacement materials where in-kind replacement is not feasible. She described the poor condition of the existing windows, including caulk build up, failing glazing, missing cords and weights, lack of insulated glass, as well as poor craftsmanship. Several of the windows had racked and were no longer operable. She explained that the inserts would leave the existing trim and window frames in place, but would replace the sashes and damaged sills. The dormer window on the facade would remain. She also showed photos of several neighboring properties with replacement windows.

The commission discussed the height of the windows and whether the proposed inserts would match the appearance of the existing windows. Commissioners commented on the appearance of the simulated divided glass inserts and muntins. Several commissioners commented on the visibility of the insert's frame sitting within an existing frame and how the new frame would cause the dimensions of the insert's sashes to be smaller than that of

the existing windows. Brock found that the inserts would be a fraction of an inch smaller than the dimensions of the existing wood windows.

Commissioners discussed the Design Standards and the feasibility of repairing the original windows. Some expressed interest in seeing a dimensioned window survey as well as more detail on how the inserts' dimensions would fit within the existing window opening. Others asked for more evidence that the windows could not be restored. Brock explained the difficulty of restoring wood windows, the lead time for the project, as well as the challenges of vacating the house while the window openings are boarded. The commissioners asked for more information regarding the feasibility of restoring the windows.

A motion was made by Gurlitz, seconded by Schwartz, to continue the evidentiary hearing to the May 9, 2023 meeting.

4. 211 Glenburnie Street

[\[23-0276\]](#)

Fred Belledin, architect, and Andrew Rook, project manager, discussed the proposed amendments to the Certificate of Appropriateness (COA). They presented site plans and discussed site improvements such as a trash/recycling bin, generator, and roofed pergola with outdoor fireplace. They proposed replacing a previously approved wood deck with a new stone patio with brick perimeter wall. They asked to restore the metal roofing of the historic balconies, instead of using asphalt shingle siding to match the existing. They explained that the side service porch was not original and requested to replace the existing overhang with a new porch.

Commissioners clarified the changes approved under the previous COA, found that the stone patio was an improvement to the previously approved wood deck, and found that the improvements were sensitive changes to the house and site.

A motion was made by Gurlitz, seconded by Perl de Pal, that the application was not incongruous with the special character of the district and to grant the Certificate of Appropriateness (COA). The motion carried by a unanimous vote.

Adjournment

Next Meeting - May 9, 2023

Order of Consideration of Agenda Items:

1. *Staff Presentation*
2. *Applicant's Presentation*
3. *Public Comment*
4. *Board Discussion*
5. *Motion*
6. *Restatement of Motion by Chair*
7. *Vote*
8. *Announcement of Vote by Chair*

Public Charge: The Advisory Body pledges its respect to the public. The Body asks the public to conduct themselves in a respectful, courteous manner, both with the Body and with fellow members of the public. Should any member of the Body 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.

Unless otherwise noted, please contact the Planning Department at 919-968-2728; planning@townofchapelhill.org for more information on the above referenced applications.

See the Advisory Boards page <http://www.townofchapelhill.org/boards> for background information on this Board.

Virtual Meeting Notification

[23-0300]