



## Historic District Commission

### Staff Communication – Administrative Approval of Certificate of Appropriateness Applications

#### Summary Report

TOWN OF CHAPEL HILL PLANNING DEPARTMENT

Britany Waddell, Planning Director

Charnika Harrell, Senior Planner

Anna Scott Myers, Planner I

The following Certificate of Appropriateness (COA) applications have been reviewed and approved by Planning Department staff as of May 27, 2025:

Project#/Address	Description of Work	Approval Authority (page 9-11 of the Chapel Hill Historic Districts Design Principles & Standards)	Chapel Hill Historic Districts Design Principles & Standards	Date Approved
<b>#HDC-25-7</b> <b>702 E. Franklin Street</b>	Installation of an electric vehicle charger	<ul style="list-style-type: none"><li>Mechanical equipment, such as HVAC units and generators, located in rear or side yards not visible from the street and screened by vegetation or fences.</li></ul>	3.9.7. Locate new mechanical equipment, utilities, and sustainable site features—including air-conditioning and heating units, meters, exposed pipes, rain barrels or cisterns, and raised planting beds—in locations that are minimally visible from the street and do not alter or remove historic fabric from the building or do not diminish or compromise the overall character of the building, site, or district. Screen ground-level equipment from view with vegetation or fencing.	April 17, 2025
<b>#HDC-25-2</b> <b>698 Gimghoul Road</b>	Installation of Google fiber in the public right-of-way.	<ul style="list-style-type: none"><li>Mechanical equipment, such as HVAC units and generators, located in rear or side yards not visible from the street and screened by vegetation or fences.</li></ul>	<p>1.2.7. Locate necessary street furniture, trash receptacles, mailboxes, newspaper racks, and similar elements in locations that do not compromise, but instead complement the historic character of the streetscape. Select benches and other street furniture that are compatible with the historic district in design, scale, and materials.</p> <p>1.2.8. Minimize the introduction of additional transformers, utility poles, wires, and cables in the public rights-of-way. Seek less intrusive locations for such elements to reduce their impact on the mature tree canopy and the historic streetscape. Consider painting equipment and exposed utilities to complement mounting surfaces or screening them with vegetation to reduce their visibility. Consider the introduction of underground utility lines where feasible.</p>	01.29.2025

<b>#HDC-25-1</b> <b>510-520 Hooper Lane and 105 S. Boundary Street</b>	Installation of Google fiber in the public right-of-way.	<ul style="list-style-type: none"> <li>Mechanical equipment, such as HVAC units and generators, located in rear or side yards not visible from the street and screened by vegetation or fences.</li> </ul>	1.2.7. Locate necessary street furniture, trash receptacles, mailboxes, newspaper racks, and similar elements in locations that do not compromise, but instead complement the historic character of the streetscape. Select benches and other street furniture that are compatible with the historic district in design, scale, and materials.  1.2.8. Minimize the introduction of additional transformers, utility poles, wires, and cables in the public rights-of-way. Seek less intrusive locations for such elements to reduce their impact on the mature tree canopy and the historic streetscape. Consider painting equipment and exposed utilities to complement mounting surfaces or screening them with vegetation to reduce their visibility. Consider the introduction of underground utility lines where feasible.	01.28.2025
---	--	--	--	------------

The following requests for maintenance and repair have been reviewed by Planning Department staff as of May 27, 2025. No Certificate of Appropriateness (COA) is required for maintenance, in accordance with [Land Use Management Ordinance \(LUMO\) 3.6.2<sup>1</sup>](#):

(1) Nothing in this article shall be construed to prevent the ordinary maintenance or repair of any exterior architectural feature in the historic district that does not involve a change in design, material, or outer appearance thereof, or to prevent the construction, reconstruction, alteration, restoration, moving, or demolition of any such feature that the building inspector or similar official shall certify is required by the public safety because of unsafe or dangerous condition.

(2) On the basis of preliminary sketches or drawings and other supporting data, the town manager may exempt from requirements for a certificate of appropriateness projects involving the ordinary maintenance or repair of any exterior architectural feature that does not involve a change in design, material, or outer appearance thereof. The town manager shall notify the commission of all such exemptions.

Address	Description of Work	Date Memo Issued
<b>#HDC-25-10</b> <b>422 W. Cameron Avenue</b>	Repair and repaint existing metal roof.	May 2, 2025

<sup>1</sup> [https://library.municode.com/nc/chapel\\_hill/codes/code\\_of\\_ordinances?nodeId=CO\\_APXALOUSMA\\_ART3ZODIUSDIST\\_3.6OVDI](https://library.municode.com/nc/chapel_hill/codes/code_of_ordinances?nodeId=CO_APXALOUSMA_ART3ZODIUSDIST_3.6OVDI)