

MEMORANDUM

TO: Chapel Hill Historic District Commission

FROM: Britany Waddell, Planning Director
Charnika Harrell, Senior Planner
Anna Scott Myers, Planner

SUBJECT: 500 East Rosemary Street: Certificate of Appropriateness (COA)
(PIN 9788-58-6692, HDC-25-4)

FILING DATE: February 11, 2025

DATE: March 11, 2025

COA SUMMARY

The applicant, Bret Horton, on behalf of property owner H. Stewart Parker, requests a COA for converting an approximately 320 sq. ft. screened porch into a sunroom. The room will be enclosed with Marvin Elevate (fiberglass exterior/wood interior) casement windows, fixed windows, and a French door. Trim between the windows and doors will be fiber-cement. The roof will remain as is. The applicant will replace the existing 255 sq. ft. wood, tongue-and-groove floor of the open porch with Wolf brand PVC capped, tongue-and-groove porch flooring, with a board width to match the existing.

EXISTING CONDITIONS

The property is zoned Residential-2 (R-2) and is in the Franklin-Rosemary Historic District.

BACKGROUND

February 11, 2025	The applicant submits a COA application for the work described above.
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DISCUSSION

The Commission should discuss whether the work proposed by the Applicant is or is not incongruous with the special character of the Franklin-Rosemary Historic District. The Applicant has plans and photos of the proposed sunroom and location, which the Applicant asserts shows that the proposed project is not incongruous with the character of the Franklin-Rosemary Historic District.

If the COA is granted for the exterior change, the applicant would then be required to obtain any necessary zoning compliance and building permits from the Town.

NOTE

The *Chapel Hill Historic Districts Design Principles and Standards*¹ are incorporated into the record by reference.

¹https://townhall.townofchapelhill.org/large_docs/historic_district/CH%20HD%20Design%20Principles%20and%20Standards.pdf

ATTACHMENTS

1. Special Character Essay – Franklin-Rosemary Historic District (pages 25-30)²
2. Application Materials

²https://townhall.townofchapelhill.org/large_docs/historic_district/CH%20HD%20Design%20Principles%20and%20Standards.pdf