



TOWN OF CHAPEL HILL

Historic District Commission

Meeting Minutes

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

Chair Brian Daniels
Vice-Chair Polly van de Velde
Deputy Vice-Chair Nancy McCormick
Michael Booth

Josh Gurlitz
Duncan Lascelles
Clarke Martin
David Schwartz

Tuesday, December 12, 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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Opening

Roll Call

Anya Grahn-Federmack, Staff Liaison, Charnika Harrell, Staff Liaison, Kevin Hornik, Counsel to the Commission

Present

8 - Chair Brian Daniels , Vice-Chair Polly van de Velde,
Deputy Vice-Chair Nancy McCormick, Michael Booth,
Josh Gurlitz, Duncan Lascelles, Clarke Martin, and David
Schwartz

Secretary reads procedures into the record

Commission Chair reads the Public Charge

Approval of Agenda

Commissioner Gurlitz moved, seconded by van de Velde to approve the amended agenda. The motion carried by a unanimous vote.

Aye:

8 - Chair Brian Daniels , Vice-Chair Polly van de Velde, Deputy
Vice-Chair Nancy McCormick, Michael Booth, Josh Gurlitz,
Duncan Lascelles, Clarke Martin, and David Schwartz

Announcements

Petitions

Approval of Minutes

1. November 14, 2023 Action Minutes [\[23-0834\]](#)

Commissioner van de Velde moved, seconded by Lascelles, to approve the November 14, 2023 minutes. The motion carried by a unanimous vote.

Aye: 8 - Chair Brian Daniels , Vice-Chair Polly van de Velde, Deputy Vice-Chair Nancy McCormick, Michael Booth, Josh Gurlitz, Duncan Lascelles, Clarke Martin, and David Schwartz

Information

2. Administrative Certificate of Appropriateness Approvals [\[23-0835\]](#)

New Business

3. 222 Vance Street [\[23-0836\]](#)

Thomas Gamble, a representative of Yes Solar Solutions, presented the application on behalf of the owner, Eric Stein. Gamble stated that the application was for 14 solar panels, including panels on the street-facing façade, and he presented photos of the house. He referred to a c. 1992 photo in the application materials that showed raised solar panels on the street-facing façade. He thought a previous commission had approved solar panels on the street-facing façade.

Gamble presented an aerial view of the house to show the proposed location of the solar panels. He said the panels would be flush-mounted on the roof and uniform in color to match the existing black asphalt roof. He also presented photos of different houses to show what the solar panels could look like from the street.

Commissioner van de Velde asked about the height of the panels. Gamble said the panel would have a low profile of about 2 inches. He also explained that the silicone was paper-thin and most of the thickness was from the metal frame.

Commissioner Schwartz asked Gamble to explain how the proposal was consistent with the Design Standards. Gamble explained that they did not think the panels deviated too much from the Standards. Schwartz pointed to a specific standard that stated solar panels are discouraged on street-facing

elevations. Gamble said he believed there was precedence for having solar panels on the street-facing façade within the district. He also said they prioritized southern-facing roof areas to maximize the efficiency of the panels.

Chair Daniels mentioned that the standards allow solar panels on low-sloped roofs that are minimally visible from the street. Commissioner Gurlitz explained that the house had a Dutch Gambrel roof, comprised of two slopes. He said that the panels were located on lower-sloped roof areas.

There was no public comment.

Commissioner Booth found the panels on the street-facing façade to be visibly obtrusive.

Commissioner van de Velde said they would prefer to not have panels on the street-facing façade but acknowledged the photo in the applicant's materials that seemed to show panels on the street-facing façade. She also said people may want to make their houses more functional.

Commissioner Gurlitz said the Design Standards allowed solar panels on low-sloped roof areas on street-facing facades. He also commented that the color of the panels would not truly match the black color of the existing roof. Daniels and Commissioner Martin both agreed with van de Velde's comments.

Commissioner Lascelles moved, seconded by van de Velde, that the application was not incongruous with the special character of the district and to grant the Certificate of Appropriateness. The motion carried by a of six to two.

Aye: 6 - Chair Brian Daniels , Vice-Chair Polly van de Velde, Deputy Vice-Chair Nancy McCormick, Josh Gurlitz, Duncan Lascelles, and Clarke Martin

Nay: 2 - Michael Booth, and David Schwartz

4. 504 N. Boundary Street

[\[23-0837\]](#)

John Leonard, a representative for Emerald Energy, presented the application on behalf of the owner, David Hemsey. Leonard explained that the proposal was for a thirty-panel system on the south, east, and west-facing roofs. He said no panels were proposed on the street-facing façade. He also said the panels would be installed on a standing seam metal roof and conduit would

be run along the exterior. The panels and conduit would not be visible from the street. Leonard also explained that the panels were located to maximize the access to sunlight given the number of trees around the house.

Chair Daniels asked for conflicts of interest. Commissioner Lascelles said he knew the house and property owners, but he had not discussed the proposal with them.

Lascelles asked Leonard if any of the panels would be visible from the street. Leonard confirmed that no panels would be visible from the street.

Commissioner Schwartz explained that none of the houses on Boundary Street were historic. He said they were part of the historic district because they were built on land that was previously the backyard of the Coker house.

There was no public comment.

Commissioner Lascelles moved, seconded by Gurlitz, that the application was not incongruous with the special character of the district and to grant the Certificate of Appropriateness. The motion carried by a unanimous vote.

Aye: 8 - Chair Brian Daniels , Vice-Chair Polly van de Velde, Deputy Vice-Chair Nancy McCormick, Michael Booth, Josh Gurlitz, Duncan Lascelles, Clarke Martin, and David Schwartz

5. 412 North Street

[\[23-0838\]](#)

Austin Crumpler, a representative of Southern Energy Management, presented the application on behalf of the owner, Frank Proctor. Crumpler presented photos of the existing house and explained that the application was for solar panels. He said the house was constructed within the last two years and was not listed on the National Register. He explained that the solar panels would be installed on the west side elevation of the house where they may be minimally visible from the street.

Commissioner Gurlitz asked if the conduit would be painted to match the color of the side of the house. Crumpler said the conduit could not be painted before installation but could be painted afterward if necessary.

Commissioner Schwartz asked why the solar panels were not proposed on the south-facing roof of the carriage house. Crumpler explained that the carriage house was on a separate meter and the tie-in would be different.

Frank Proctor, the owner, informed the commission that the wrong zoning district was referenced in the written decision.

Commissioner Lascelles moved, seconded by van de Velde, that the application was not incongruous with the special character of the district and to grant the Certificate of Appropriateness. The motion carried by a unanimous vote.

Aye: 8 - Chair Brian Daniels , Vice-Chair Polly van de Velde, Deputy Vice-Chair Nancy McCormick, Michael Booth, Josh Gurlitz, Duncan Lascelles, Clarke Martin, and David Schwartz

Discussion

Commission Retreat

Chair Daniels said that the commission's last retreat was two years ago. He said the officers discussed having a retreat in February 2024. Lascelles asked if the retreat would be a public meeting. Counsel Hornik confirmed that the retreat would be a public meeting, but quasi-judicial proceedings would not apply since they would not hear any applications for a Certificate of Appropriateness (COA). Hornik said commissioners could speak freely at the retreat, but they could not discuss any pending or anticipated COA applications.

Daniels, Lascelles, and Schwartz volunteered to serve as the subcommittee to plan the 2024 retreat.

Adjournment

Next Meeting - January 9, 2024

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.