



Historic District Commission

Staff Communication – Administrative Approval of Certificate of Appropriateness Applications

Summary Report

TOWN OF CHAPEL HILL PLANNING DEPARTMENT
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The following Certificate of Appropriateness (COA) applications have been reviewed and approved by Planning Department staff as of May 25, 2022:

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
COA-22-22	222 Vance Street	Installing a bluestone patio in the rear yard	Patios constructed of natural stone or red brick located in rear and side yards. (This includes red brick retaining walls not exceeding 3 feet in height surrounding the patio.)	<p>4.10.1. Locate decks and patios on rear elevations or in inconspicuous areas that are minimally visible from the public right-of-way.</p> <p>4.10.2. Locate decks and patios in locations that do not damage or conceal significant building or site features or details. Do not introduce a deck or patio if it requires the loss of a character-defining building or site feature, including porches, projecting bays or wings, historic garages, accessory buildings, and retaining walls.</p> <p>4.10.3. Retain and preserve historic building materials and trim and minimize the visual impact of a deck or patio by designing them to be inset from the building's corners.</p> <p>4.10.4. Limit the size and scale of decks and patios to minimize their visual impact. Do not introduce a deck or patio if it will visually overpower the building or site or substantially alter the proportion of constructed area to unbuilt area on the site.</p> <p>4.10.6. Design and detail decks and any related steps and railings to be compatible with the historic building in scale, material, configuration, and proportion. Consider designing deck piers and foundation infill to relate to the house in the same way that a porch would. However, avoid replicating</p>	5.19.2022

				<p>historic porch posts and railings for contemporary, uncovered decks.</p> <p>4.10.7. Construct decks of wood or substitute materials that visually replicate wood. When visible from the street, construct patios in traditional materials—including red brick, flagstone, and Chapel Hill grit.</p> <p>4.10.8. Minimize damage to the historic building by designing decks and patios to be structurally self-supporting. Attach decks to the building carefully to minimize the loss of historic fabric and to allow for their removal in the future. Retain a planting strip between patios and building foundations to allow for proper drainage.</p>	
COA-22-18	201 Mint Springs Lane	Installation of a generator	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	<p>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.</p>	5.6.2022
Project #20-065	211 Hillsborough Street	<p>Modifications to a COA</p> <ul style="list-style-type: none"> Removal of brick basement addition Full width deck replaced by a stoop and at-grade steps on rear elevation 	<p>Minor changes not previously approved by the Commission on site plans or minor changes to elevations not visible from the street. Any minor changes should not significantly alter the design, materials, scale, massing, or overall appearance of the site or structure as shown on the HDC-approved plans.</p>	<p>3.6.6. If new porches or entrances are necessary, locate them on a side or rear elevation where they are minimally visible from the street, ensuring that they do not damage character-defining features or materials or otherwise compromise the architectural integrity of the building.</p> <p>4.10.1. Locate decks and patios on rear elevations or in inconspicuous areas that are minimally visible from the public right-of-way.</p> <p>4.10.2. Locate decks and patios in locations that do not damage or conceal significant building or site features or details. Do not introduce a deck or patio</p>	5.2.2022

			Changes deemed by Town Staff to not be substantial in nature	<p>if it requires the loss of a character-defining building or site feature, including porches, projecting bays or wings, historic garages, accessory buildings, and retaining walls.</p> <p>4.10.3. Retain and preserve historic building materials and trim and minimize the visual impact of a deck or patio by designing them to be inset from the building's corners.</p> <p>4.10.4. Limit the size and scale of decks and patios to minimize their visual impact. Do not introduce a deck or patio if it will visually overpower the building or site or substantially alter the proportion of constructed area to unbuilt area on the site.</p> <p>4.10.5. Align decks with the building's first floor. For sites with steep topography or high foundations, consider multilevel decks that step down to follow the topography of the site.</p> <p>4.10.6. Design and detail decks and any related steps and railings to be compatible with the historic building in scale, material, configuration, and proportion. Consider designing deck piers and foundation infill to relate to the house in the same way that a porch would. However, avoid replicating historic porch posts and railings for contemporary, uncovered decks.</p> <p>4.10.7. Construct decks of wood or substitute materials that visually replicate wood. When visible from the street, construct patios in traditional materials—including red brick, flagstone, and Chapel Hill grit.</p>	
COA-22-17	504 E. Franklin Street	Installation of storm windows, in-kind replacement of new wood windows, and vents	Replacement of original wood windows with matching materials and design when the original wood window is deteriorated beyond repair	<p>3.4.4. Replace in kind window details and features that are too deteriorated to repair, taking care to replace only the deteriorated portion rather than the entire feature. Replacement features should match the original in material, design, dimension, configuration, detail, and texture.</p> <p>3.4.5. If deterioration necessitates the replacement of an entire window, or if a window is completely missing, replacement windows should match the</p>	5.2.2022

			<p>Vents at the foundation level and on non-street-facing facades</p> <p>Installation of storm windows and doors made of painted wood or painted/powder-coated/baked enamel metal with clear glass that are full light, or where the divisions match the glazing pattern of the associated window or door</p>	<p>original feature, based upon physical and documentary evidence, in material, design, dimension, pattern, detail, texture, and color.</p> <p>3.9.2. Increase the thermal efficiency of historic buildings through appropriate methods, such as caulking and weatherstripping, and by introducing energy efficient features such as storm windows and doors, historically appropriate awnings, and operable shutters where appropriate.</p> <p>3.9.3. Introduce narrow-profile storm windows so that they do not damage or obscure the historic sash or frame.</p> <ul style="list-style-type: none"> a. Select exterior storm windows with a painted or factory-finished color. b. Operable storm window dividers should align with the existing sash division of double-hung windows. c. Storm windows with a bare aluminum finish may be appropriate for post-1945 buildings in the historic districts. <p>3.9.11. Do not install condensers, skylights, ventilators, antennas, satellite dishes, 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.</p>	
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