



# TOWN OF CHAPEL HILL

## Historic District Commission

### Meeting Minutes

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

Chair David Schwartz  
Vice-Chair Sean Murphy  
Madhu Beriwal  
Robert Epting

Josh Gurlitz  
Duncan Lascelles  
Nancy McCormick  
Angela Stiefbold

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**Tuesday, July 14, 2020**

**6:30 PM**

**Virtual Meeting**

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#### **Virtual Meeting Notification**

Board members will attend and participate in this meeting remotely, through internet access, and will not physically attend. The Town will not provide a physical location for viewing the meeting.

The public is invited to attend the Zoom webinar directly online or by phone.

Register for this webinar:

[https://us02web.zoom.us/webinar/register/WN\\_CZKAqrwRSNe247hJr2EvtQ](https://us02web.zoom.us/webinar/register/WN_CZKAqrwRSNe247hJr2EvtQ). After registering, you will receive a confirmation email containing information about joining the webinar in listen-only mode. Phone: 301-715-8592, Meeting ID: 878 3870 5092

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## **Opening**

## **Roll Call**

Staff present: Anya Grahn, Liaison to Commission, Becky McDonnell, Liaison to Commission, Brian Ferrell, Counsel to Commission

**Present**        6 - Chair David Schwartz, Vice-Chair Sean Murphy, Josh Gurlitz, Duncan Lascelles, Nancy McCormick, and Angela Stiefbold  
**Absent**         2 - Madhu Beriwal, and Robert Epting

*Secretary reads procedures into the record*

Attorney Brian Ferrell explained that with the new members, a majority of 5 votes was needed to take action on any item. He explained that even with only six members present, a vote of 5 was required to pass or deny an application. He requested that the applicants give consent to move forward based on this; there were no objections. The Commission offered applicants an opportunity to have their applications postponed until the August 11, 2020 meeting when more Commissioners would be present; however, no applicants opted to postpone.

## **Approval of Agenda**

Chair Schwartz asked that items 9 and 10 be reversed on the agenda. A motion was made by Stiefbold, seconded by McCormick, to approve the agenda as amended. The motion passed unanimously.

## **Announcements**

Staff liaison Anya Grahn presented guidance on virtual meetings.

Grahn also announced the state historic preservation office had made virtual training sessions available on YouTube; she asked for at least two Commissioners to volunteer to attend the trainings. Two Commissioners and staff are required to complete the trainings in order for the Town to maintain its Certified Local Government (CLG) status.

*Historic District Design Guidelines Project Update*

Commissioner Stiefbold provided an update on this project, explaining that the committee's next step is to hold their first virtual meeting at the end of July. She informed the Commission that the draft design guideline revisions are available on the Town's project webpage.

**Petitions****Approval of Minutes**

1. June 15, 2020 Meeting Minutes [\[20-0480\]](#)

A motion was made by Stiefbold, seconded by Murphy, to approve the minutes as amended. The motion passed unanimously.

**Historic District Commission Candidate Interviews**

2. Historic District Commission Candidate Interviews [\[20-0481\]](#)

As the candidate was not present, the Commission elected to continue the item to the August 11, 2020 meeting.

**Consent Agenda**

3. 514 E. Rosemary Street [\[20-0482\]](#)

Staff liaison Grahn explained that this Certificate of Appropriateness (COA) application was approved by the Town Manager in 2018. In the past, COAs did not have an expiration date; however, the Land Use Management Ordinance was updated in fall 2019 to require a one-year expiration for COAs. She explained that the item was a request to change the existing porch piers from brick to stone and change the design of the front entry door from a door flanked by sidelights to a single door. She clarified that this was not an opportunity to reopen the application. The Commission's review was limited to the porch piers and the door. By approving these modifications, the Commission was neither approving to nor consenting to the design of the house.

4. 209 McCauley Street [\[20-0483\]](#)

Staff liaison Grahn explained that the applicant had received administrative approval to replace in-kind the rotted wood floorboards of the historic porch. As the applicant started the work, he discovered that the wood floor structure was deteriorated and not structurally sound. The applicant was now requesting approval to rebuild the floor structure.

A motion was made by Murphy, seconded by Lascelles, to approve the

consent agenda. The motion passed unanimously.

## Old Business

### 5. 360 Glandon Drive

[\[20-0390\]](#)

New Commissioners Gurlitz and Lascelles stated that they had familiarized themselves with the application and previous meeting minutes. Chair Schwartz deemed them qualified to vote on the item.

Staff liaison Grahn explained that this was a request for an after-the-fact certificate of appropriateness for changes to a stone wall and fence. This was the third time this item was on the Commission's agenda.

Property owner Sandra Doell explained that she was a long-time resident of the Gimghoul neighborhood. She stated that it had not occurred to her and her husband that they would be required to seek approval from the Commission for the site improvements they made along Evergreen Lane. She spoke to the history of Evergreen Lane as an alley and that the National Register of Historic Places nomination for the Gimghoul neighborhood did not specify the historical significance of stone walls along Evergreen. She discussed her interactions with staff and the notice of violation she received for completing the work without a certificate of appropriateness.

Commissioner Murphy discussed the changes made along Evergreen to the stone wall and fence. He referenced the guidelines, explaining that even if the stone wall was not original to the site it contributed to the character of the neighborhood. He spoke to the change in the design of the fence.

Mrs. Doell questioned why the application required Commission approval when the guidelines permitted staff to approve the construction of fieldstone walls up to three feet in height. Staff liaison Grahn clarified the role of staff and explained that the Commission has had a policy of reviewing fences.

The Commissioners discussed the location of the wall and fence along Evergreen Lane. They spoke to role of Evergreen Lane as utilitarian and a backyard. The stone walls were very characteristic of the neighborhood, but they varied in design and height between properties. Some were stone, but others were rubble walls. The Commissioners discussed the design of the fence and the vertical supports of the fence.

A motion was made by Stiefbold, seconded by Lascelles, to approve the

Certificate of Appropriateness. The motion passed with a vote of 5-1.

**Aye:** 5 - Chair David Schwartz, Josh Gurlitz, Duncan Lascelles, Nancy McCormick, and Angela Stiefbold

**Nay:** 1 - Vice-Chair Sean Murphy

**Excused:** 2 - Madhu Beriwal, and Robert Epting

### **New Business**

**6. 707 Gimghoul Road**

[\[20-0484\]](#)

Staff liaison Grahn explained that this application was a request to modify an approved Certificate of Appropriateness. She stated that the applicant proposed to alter the window materials from a wood to a clad window and modify the standing metal roofing and asphalt shingles.

Ben Johnson, applicant, presented an updated rendering for the house. He pointed out the change to the roofing materials on the water tables from standing seam to a continuous metal and the dormers from standing seam to asphalt shingles. He explained that only two original wood windows remained on the house; the rest were a mix of clad, vinyl, and wood windows that could not be rehabilitated. He discussed how the window material would not be apparent as the house was setback significantly from the street.

The Commissioners and Johnson discussed that the asphalt shingles on the dormers would be more congruent than the originally approved design, and that the metal roofing on the water tables was congruous and in keeping with the historic use of the material. They spoke to the similarity of the existing windows with the new clad windows and the profile of the simulated divided light muntins.

A motion was made by Murphy, seconded by Stiefbold, to approve the Certificate of Appropriateness. The motion passed unanimously.

**7. 733 Gimghoul Road**

[\[20-0485\]](#)

Staff liaison Grahn explained that the Commission had approved a Certificate of Appropriateness (COA) for this house in June 2019. The applicant was proposing changes to the window configuration and roofing materials.

Brian Grant, architect, presented plans showing the proposed elevation changes. He described the expansion of the Ipe wood deck and the steps taken to build a cantilevered deck on the north elevation that would minimize

impacts to an existing mature tree. He explained that cedar shake would be changed to a gray asphalt shingle roof and the copper roof would be modified to standing seam metal. He pointed out changes to the fenestration pattern on the elevation drawings. The Commissioners and Grant discussed the changes to the fenestration pattern and the helical pier proposed for the cantilevered deck.

A motion was made by McCormick, seconded by Murphy, to approve the Certificate of Appropriateness. The motion carried unanimously.

**8. 3 Mint Springs Road**

[\[20-0486\]](#)

Staff liaison Grahn explained that the applicant proposed to renovate an existing c.1990 cottage by installing new siding, new windows, and roofing as well as modifying the fenestration pattern to match the primary structure. The applicant was also proposing to replace a single car garage door on the house with divided light windows.

Catherine Williams, property owner, explained that the cottage was originally an accessory structure to 507 North Street, but she had recently acquired it as part of a recombination plat. Chase Pickett, contractor, stated that the cottage was built c.1990 and was not of historical significance. He explained their intent to introduce design elements that would more closely match those found on the c.1949 main house. He presented images showing the deteriorated condition of the fascia, corner boards, and siding on the dormers. He spoke to the current condition of the asphalt roof and that mildew was growing on the shingles. He explained that the intent was to install Hardie Plank lap siding, new simulated 6-over-6 divided light casement windows, and that the HVAC would be installed on the west elevation. The Commission and applicants discussed the modification to the window sizes on the front of the cottage. They talked about building codes for egress and matching the primary house.

A motion was made by Murphy, seconded by Lascelles to approve the Certificate of Appropriateness application. The motion passed unanimously.

**10. 207 Pittsboro Street**

[\[20-0488\]](#)

Staff liaison Grahn explained that the applicant intended to modify the roofing materials at St. Anthony's Hall with standing seam steel roofing and a new membrane on the metal awning.

Lucy Davis, applicant, presented photos of the deteriorated roof conditions

and explained the scope of work. The applicant and Commission discussed the congruity of the changes as well as the durability and reflectivity of the proposed metal roofing. They also reviewed the visibility of the proposed roofing materials.

A motion was made by Murphy, seconded by McCormick, to approve the Certificate of Appropriateness. The motion carried with a vote of 5-1.

**Aye:** 5 - Chair David Schwartz, Vice-Chair Sean Murphy, Josh Gurlitz, Duncan Lascelles, and Nancy McCormick

**Nay:** 1 - Angela Stiefbold

**Excused:** 2 - Madhu Beriwal, and Robert Epting

9. 306 Ransom Street

[\[20-0487\]](#)

Staff liaison Grahn explained that the applicant proposed to renovate the existing historic house by raising and modifying the roof form to add dormers on the front and back as well as construct a new rear addition.

Douglas Janes, architect discussed the history of the house and its connection with former-Council Person Joyce Brown. He described how raising the roof, modifying its pitch from 5.5:12 to 7:12, and constructing new dormers would allow the applicant more space and light to expand the interior programming on the second level. He also presented plans showing the proposed rear addition that would replace an existing screened porch.

The Commissioners discussed the proposed alterations. They discussed the congruity of the proposed three-panel patio door on the rear elevation and some recommended that the patio door reflect the design of the existing windows. The Commissioners were generally supportive of expanding the rear dormer; however, there were concerns about the front dormer. The Commissioners challenged the congruity of the front dormer's Craftsman design with the Colonial Revival style of the house. Some pointed out that the Guidelines recommend against making changes to the roof pitch and adding dormers on facade elevations. They also spoke to the design of the dormer as adding a heavy element above the historic porch that detracted from the design of the porch.

Chair Schwartz suggested that the Commission continue the item to the August 11, 2020 meeting to allow absent Commissioners to ask questions and contribute to the discussion.

Owner, Michael Slomiany, agreed to change the three French doors to two French doors on the rear elevation. He explained the structural conditions of the house and previous projects where he had raised the roof of a house to make the upper levels more livable.

The Commission discussed possible design solutions to the front dormer and the French Doors. They continued the item to the August 11, 2020 meeting.

*Adjournment*

Next Meeting - DATE

*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](mailto: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.*