

**MEMORANDUM**

TO: Chapel Hill Historic District Commission

FROM: Britany Waddell, Planning Director  
Anya Grahn-Federmack, Principal Planner  
Charnika Harrell, Planner II

SUBJECT: 304 S. Columbia Street: Certificate of Appropriateness (COA)  
(PIN 9788-45-1314, HDC-24-6)

FILING DATE: February 12, 2024

DATE: March 12, 2024

**COA SUMMARY**

The applicant, David Swanson, on behalf of NC Beta Foundation, requests a COA to:

- Replace an existing canvas canopy at the rear entrance on the west elevation with a new 9-foot by 15-foot flat-roofed wood portico structure. The new columns will be similar in appearance to those found on the south façade and at the east entrance.
- Widen the existing brick walkway by 2-feet on both sides.
- Replace the existing metal storage shed with a new wood frame gable-roofed structure of roughly the same size.
- Replace the white vinyl panels on the dumpster enclosure gate with dark brown metal panels.

**EXISTING CONDITIONS**

The proposed location is zoned Office/Institutional-3 (OI-3) and is in the Cameron-McCauley Historic District.

**BACKGROUND**

February 12, 2024	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 Cameron-McCauley Historic District. The Applicant has plans, renderings, and photos of the proposed portico, walkways, and shed, their materials, and location, which the Applicant asserts shows that the proposed project is not incongruous with the character of the Cameron-McCauley 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\*](#)<sup>1</sup> are incorporated into the record by reference.

## ATTACHMENTS

1. [Special Character Essay – Cameron-McCauley Historic District \(pages 31-35\)](#)<sup>2</sup>
2. Application Materials

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<sup>1</sup>[https://townhall.townofchapelhill.org/large\\_docs/historic\\_district/CH%20HD%20Design%20Principles%20and%20Standards.pdf](https://townhall.townofchapelhill.org/large_docs/historic_district/CH%20HD%20Design%20Principles%20and%20Standards.pdf)

<sup>2</sup>[https://townhall.townofchapelhill.org/large\\_docs/historic\\_district/CH%20HD%20Design%20Principles%20and%20Standards.pdf](https://townhall.townofchapelhill.org/large_docs/historic_district/CH%20HD%20Design%20Principles%20and%20Standards.pdf)