



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 August 27, 2021:

Permit #	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
21-033	510 Hooper Lane	COA Amendment for the replacement of an existing lighting sconce above the front door	<p>Removal or installation of non-historic exterior commercial and residential light fixtures made of wood, glass, or metal and installed in traditional locations that do not compromise the architectural integrity of the building</p> <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>Changes deemed by Town Staff to not be substantial in nature.</p>	<p>1.6.5. Introduce new exterior lighting fixtures with care so that the overall historic character of the building, site, and district is not compromised or diminished. Select and site new lighting fixtures so their location, orientation, height, brightness, scale, and design are compatible with the historic district and its human scale. Fixtures should emit a white or warm spectrum light; fluorescent, neon, blinking, or colored lighting is not appropriate in the historic districts.</p> <p>1.6.6. Introduce low-level lighting in residential areas as needed to ensure safety and security. Minimize their impact on the overall historic character of the site by selecting discreet fixtures—such as footlights, recessed lights, directional lights, and lights on pedestrian-scaled posts—and installing them in unobtrusive locations.</p> <p>1.6.7. Introduce lighting on commercial buildings as necessary for pedestrian safety or to</p>	7.26.2021

				<p>illuminate signage. Minimize the impact of lighting and maintain the overall historic character of the site by selecting discreet fixtures—such as recessed lights, directional lights, and lights on pedestrian-scaled posts—and installing them in unobtrusive locations.</p> <p>1.6.8. Control the direction and range of new lighting so it does not invade adjacent properties. Locate low-level or directional site lighting and motion detectors with care to ensure that light does not invade adjacent properties. Do not introduce bright security lights, floodlights, continuous lighting, or uplighting that over illuminates the facades or front yards of houses.</p> <p>1.6.9. Do not introduce period lighting fixtures that are stylistically incompatible with the building or that are from an era that predates the building and would create a false historical appearance.</p>	
19-054	733 Gimghoul Road	HVAC screening and modification to deck stairs on the northeast corner of the house	<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>Changes deemed by Town Staff to not be substantial in nature.</p>	<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>	8.13.2021

				<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>	
16-017	514 E. Rosemary Street	Replacing driveway material with concrete	<p>New or replacement driveway materials of gravel, concrete, or red brick</p> <p>Changes deemed by Town Staff to not be substantial in nature</p>	<p>1.4.10. Construct new driveways and off-street parking areas in traditional materials and designs that are compatible in configuration, material, scale, and detail with the character of the building, site, and district.</p> <ul style="list-style-type: none"> • These include red brick, concrete, asphalt, and Chapel Hill grit. Consider permeable materials – including brick – or install paving strips or concrete runners, to minimize the impervious surface area and thus, reduce runoff from the site. • Do not use gravel in sizes larger than one-half inch. 	8.23.2021