

WASHINGTON HISTORIC PRESERVATION COMMISSION
Regular Scheduled Meeting - Agenda
Tuesday January 7, 2014
7:00 PM

- I. Opening of the meeting**
- II. Invocation**
- III. Roll call**

- IV. Old Business**

- V. Major Works, Certificate of Appropriateness**
 - A. Major Works**
 - 1. A request has been made by James Bagwell to re-roof the house at 319 West 2nd Street from a metal roof to a shingle roof
 - 2. The City of Washington plans to install a pier at the end of South Market Street, linked to the current walkway. Two designs have been submitted for review
 - Minor Works**
 - 1. A request has been made by the property owner at 210 N. Harvey Street to replace flooring on the front porch. Additional work may be required.
 - 2. A request has been made by the property owner at 412 West Main Street to change out the gas furnace in the crawl space.
 - 3. A request has been made by the property owner at 622 West 2nd Street to change out all HVAC in the house and install new ductwork and units.

- VII. Other Business**
 - 1. Discussion of Windows
 - 2. February 4 – SHPO Training
 - 3. February 11 – Preservation Plan Meeting

- VII. Approval of Minutes – December 3, 2013**

- VIII. Adjourn**

MAJOR WORKS

James Bagwell

319 West Second Street

**Remove Metal Roof and Replace with
Shingle Roof**

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission

Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 319 W 2nd

Historic Property/Name (if applicable): _____

Owner's Name: James F Bagwell

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:
Re roof change from Metal to Shingles

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

| Office Use Only | |
|--|------------------------|
| (Date Received) | (Initials) |
| ACTION | |
| <input type="radio"/> Approved | _____ |
| <input type="radio"/> Approved with Conditions | _____ |
| <input type="radio"/> Denied | _____ |
| <input type="radio"/> Withdrawn | _____ |
| <input type="radio"/> Staff Approval | _____ |
| (Date) | (Authorized Signature) |

Patrick C Griffin
(Name of Applicant - type or print)
414 Lodge Rd, 27889
(Mailing Address) (Zip Code)
12-17-13 252-946-7700
(Date) (Daytime Phone Number)
Patrick Griffin
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Jennifer Brennan, Planning & Development

Re: James Bagwell has submitted a request to remove the metal roof and replace it with a new shingle roof on the property located at 319 West 2nd Street.

A request has been made by James Bagwell for a Certificate of Appropriateness to remove the metal roof on the building at 319 West 2nd Street and replace it with a new shingle roof. To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

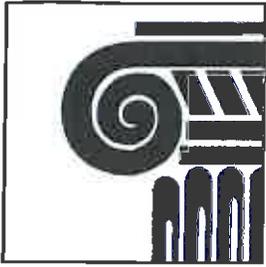
I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mr. James Bagwell to remove the metal roof on the property at 319 West 2nd Street and replace it with a new shingle roof. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.0 Changes to Existing Buildings**.

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mr. James Bagwell to remove the metal roof on the property at 319 West 2nd Street and replace it with a new shingle roof. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.0 Changes to Existing Buildings**. I further move that the Historic Preservation Commission **place the following conditions** on the approval:

Or

I move that the Historic Preservation Commission **deny a Certificate of Appropriateness** to Mr. James Bagwell to remove the metal roof on the property at 319 West 2nd Street and replace it with a new shingle roof. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.0 Changes to Existing Buildings**.



CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 319 West Seconde Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by the City of Washington, your property is located within 100 feet of the above referenced property.

A request has been made by James Bagwell to remove the metal roof on the property located at 319 West Second Street and replace it with a new shingle roof.

You are welcomed and encouraged to attend the reularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday January 7, 2014

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

Jennifer Brennan
Community Development Planner
252-946-0897
jbrennan@washingtontnc.gov

Adjoining Property Owners: 319 West 2nd Street

**Rivertown Properties, LLC
328 W. Main Street
Washington, NC 27889**

**Scott Spirrell
129 Van Norden Street
Washington, NC 27889**

**Stuart Dudley
119 Van Norden Street
Washington, NC 27889**

**James Leach
115 Van Norden Street
Washington, NC 27889**

**Fred Larsen
316 West Main Street
Washington, NC 27889**

**Archie Jennings
328 West Main Street
Washington, NC 27889**

**Ronald Clark
334 West Main Street
Washington, NC 27889**







ADDRESS: 319 W. 2nd Street

TAX PARCEL NUMBER: 5675-78-5828

CONTRIBUTING: Yes

CONTRIBUTING NUMBER: 369 **NON-CONTRIBUTING NUMBER:**

CURRENT OWNER: James F Bagwell, Jr.

FLOOD ZONE: Yes

SQUARE FOOTAGE OF STRUCTURE: 2741

WINDOW STYLE: upstairs: 2/2 downstairs: same

DOOR STYLE: Double Doors- 2 panel

ROOF MATERIAL: Tin

DESCRIPTION: 2 story symmetrical late 19th century frame house with some alterations. Bracketed cornice, sawn trim, shingle details.

OTHER FEATURES: (i.e. fences, accessory building, etc.): Units A and B

MAJOR WORKS
City of Washington
Installation of People's Pier

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission

Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: S. Market Street

Historic Property/Name (if applicable): _____

Owner's Name: City of Washington

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

Construct pier at end of S. Market Street
into river. Pier begins at Landing Square

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

| | |
|--|------------------------|
| Office Use Only | |
| (Date Received) | (Initials) |
| ACTION | |
| <input type="radio"/> Approved | _____ |
| <input type="radio"/> Approved with Conditions | _____ |
| <input type="radio"/> Denied | _____ |
| <input type="radio"/> Withdrawn | _____ |
| <input type="radio"/> Staff Approval | _____ |
| (Date) | (Authorized Signature) |

(Name of Applicant - type or print)

(Mailing Address) (Zip Code)

(Date) (Daytime Phone Number)

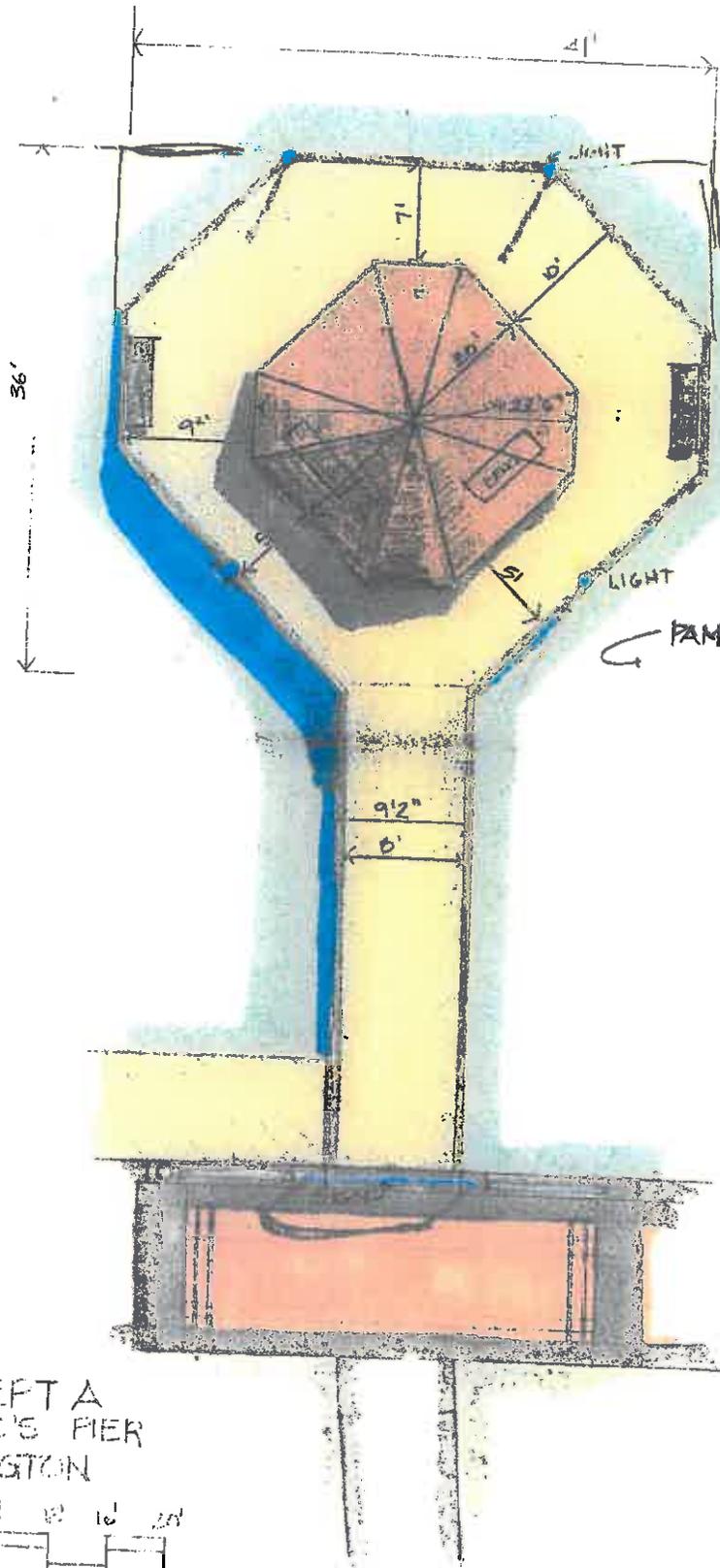
J. Brunner
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

Primary Design



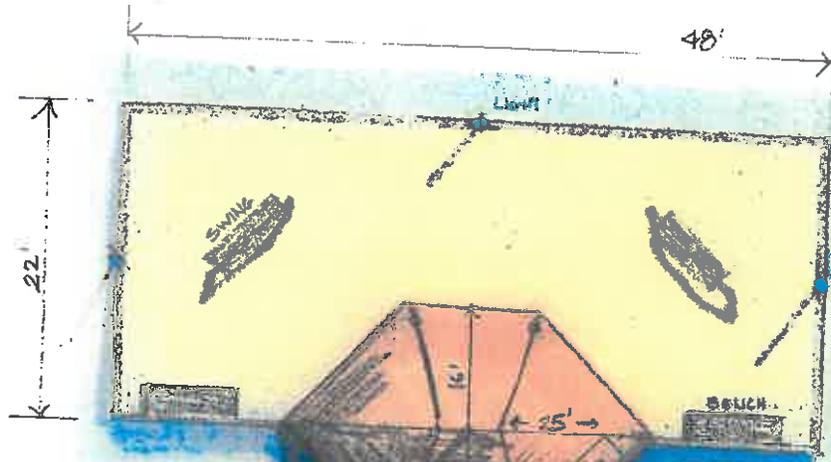
poor material matches other structures on waterfront

PAMLICO RIVER

CONCEPT A
PEOPLE'S FIER
WASHINGTON



SCALE 1" = 8'0"



Severe platform
keep gazebo
in the
middle

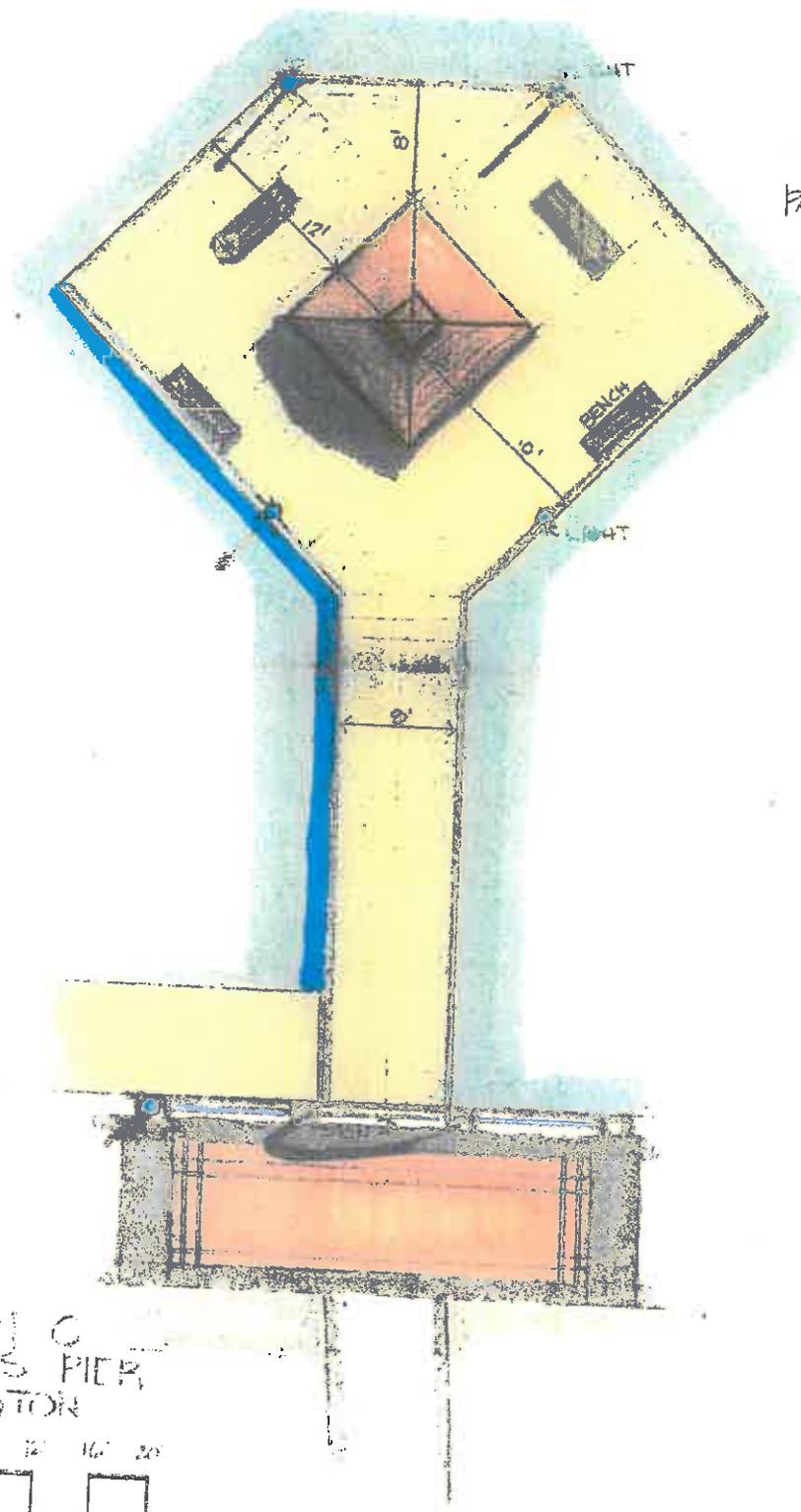
C PAMLICO RIVER >

CONCEPT B
PEOPLES PIER
WASHINGTON

0 4' 8' 12' 16' 20'

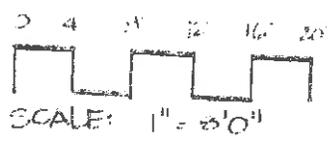


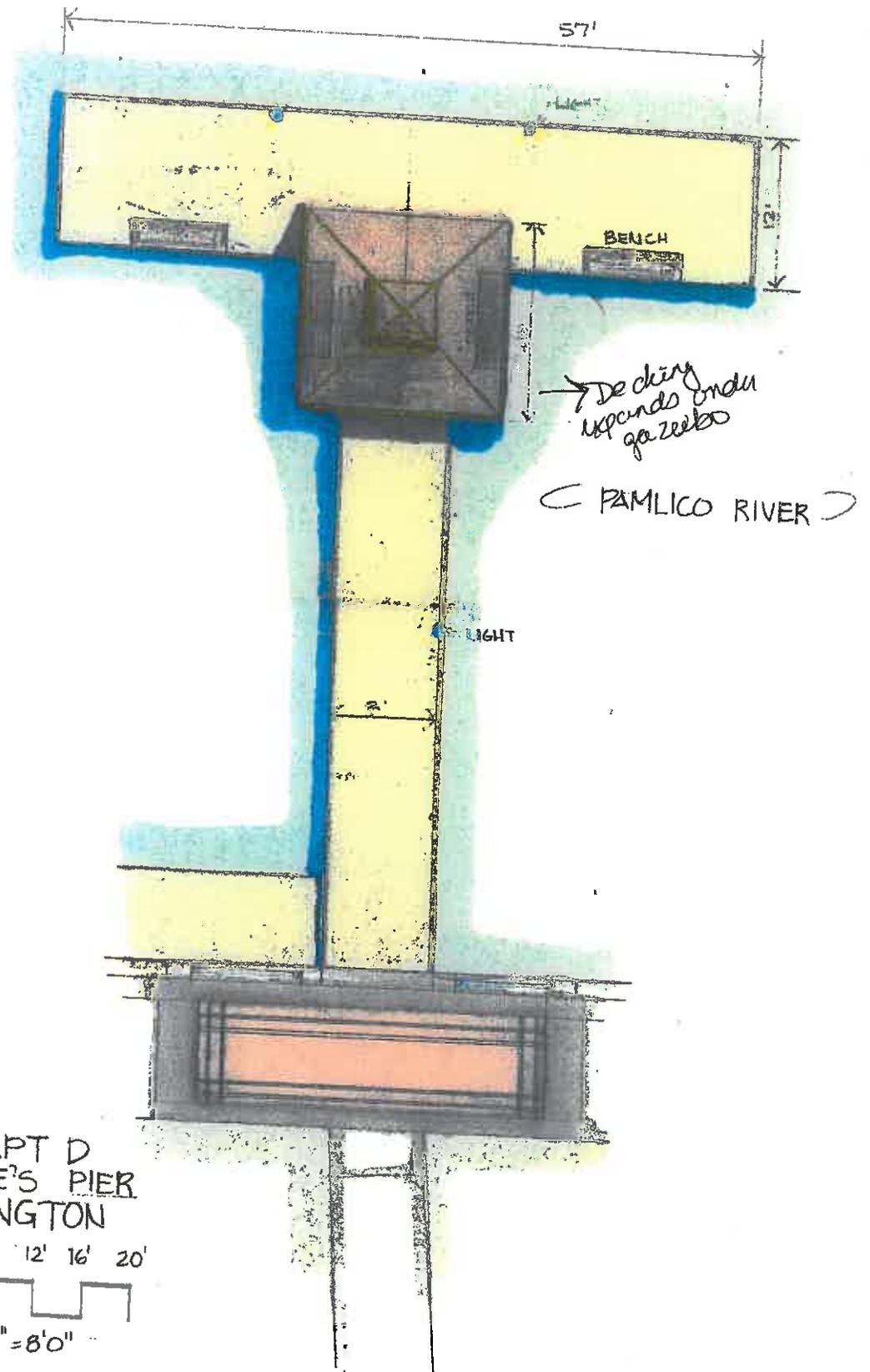
SCALE: 1" = 8'0"



PAKOCO RIVER

CONCEPT C
PEOPLE'S PIER,
WASHINGTON





MINOR WORKS

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 210 Harvey St

Historic Property/Name (if applicable): _____

Owner's Name: GEORGEY McDONALD

Lot Size: 100' x 50' feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:
Replace ROOFING of THREE FLOOR bldg

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

| Office Use Only | |
|--|------------------------|
| (Date Received) | (Initials) |
| ACTION | |
| <input checked="" type="radio"/> Approved | _____ |
| <input type="radio"/> Approved with Conditions | _____ |
| <input type="radio"/> Denied | _____ |
| <input type="radio"/> Withdrawn | _____ |
| <input type="radio"/> Staff Approval | _____ |
| (Date) | (Authorized Signature) |

Georgey McDonald
(Name of Applicant - type or print)
210 Harvey St. N
(Mailing Address) (Zip Code)

(Date) (Daytime Phone Number)
Georgey McDonald
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

Jennifer Bunnan 12/6/13
(Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 412 W MAIN ST WASHINGTON

Historic Property/Name (if applicable):

Owner's Name: BRENT LEE

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

change out gas furnace in crawl space. only

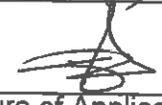
I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

| Office Use Only | |
|--|------------------------|
| (Date Received) | (Initials) |
| ACTION | |
| <input type="radio"/> Approved | _____ |
| <input type="radio"/> Approved with Conditions | _____ |
| <input type="radio"/> Denied | _____ |
| <input type="radio"/> Withdrawn | _____ |
| <input type="radio"/> Staff Approval | _____ |
| (Date) | (Authorized Signature) |

SHAWKY B SHAWKY (Riddle Brothers)
(Name of Applicant - type or print) WINTERVILLE

4745 REEDYBANK RD 22590
(Mailing Address) (Zip Code)

12-19-13 (252) 353 5528
(Date) (Daytime Phone Number)


(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 622 West 2nd St

Historic Property/Name (if applicable): Weathers

Owner's Name: Weathers

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

Change all of HVAC out in home, all new duct and units. The duct will be pressure checked.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

| | |
|--|------------------------|
| Office Use Only | |
| (Date Received) | (Initials) |
| ACTION | |
| <input type="radio"/> Approved | _____ |
| <input type="radio"/> Approved with Conditions | _____ |
| <input type="radio"/> Denied | _____ |
| <input type="radio"/> Withdrawn | _____ |
| <input type="radio"/> Staff Approval | _____ |
| (Date) | (Authorized Signature) |

Scott Gaudette
(Name of Applicant - type or print)

1206 Gumbranch Rd Jacksonville NC 28540
(Mailing Address) (Zip Code)

12/20/13 910-347-2843
(Date) (Daytime Phone Number)

[Signature]
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

OTHER BUSINESS

MINUTES

WASHINGTON HISTORIC PRESERVATION COMMISSION
Regular Scheduled Meeting – Minutes
Tuesday December 3, 2013
7:00 pm

Members Present

Picott Harrington Judi Hickson
Geraldine McKinley Ed Hodges
Jerry Creech Seth Shoneman

Members Absent

Victoria Rader

Others Present

Jennifer Brennan, Community Development Planner
Jessica Green, Administrative Support

I. Opening of the meeting.

The Chairman called the meeting to order.

II. Invocation

A moment of silence was taken.

III. Roll Call

A silent roll call was taken by staff.

Judi Hickson made a motion to except the agenda as written. Seth Shoneman seconded and all voted in favor.

IV. Old Business

V. Major Works, Certificate of Appropriateness

A. Major Works

1. A request has been made by Gene Godley to remove two cedar trees from the lot line at 319 North Bonner Street. The tree is leaning across property lines and is in danger of falling onto a roof.

Mr. Gene Godley came forward and was sworn in. He explained that he would like to remove two trees beside his property line. He stated that he recently purchased the property and one of the trees is lying over the house and is in danger of falling onto the house. He stated he would like to have the trees removed to prevent any further damage to the house.

The Chairman opened the floor. There being none coming forward the floor was closed.

Ms. Hickson asked if the trees could be trimmed in anyway. Ms. Brennan explained that the trees are leaning way over the fence line and over the roof, so trimming them back will not help. Ms. Hickson then asked if Mr. Godley had any plans to replace the two trees. Mr. Hodges explained that the Commission

requires applicants to replace any tree that is removed on their property. Mr. Hodges explained that it doesn't have to be in the same spot, but it does have to be on the property. Mr. Godley stated that he would replace the two trees once they are removed. The Commission discussed the request. Mr. Hodges stated that in the pictures you can see that the tree is rubbing up against the side of the house.

Seth Shoneman made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Gene Godley to remove the two trees on the lot line on the property located at 319 N. Bonner Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Section 4.1 Streetscape and Site Design. I further move that the Historic Preservation Commission place the following conditions on the approval: that the applicant replants two trees. Picott Harrington seconded the motion. All voted in favor and the motion carried.

2. Repair damage to roof of property at 117 N. Gladden Street, which may affect the stone work on the front façade of the building.

Ms. Brennan came forward and explained that staff did not have time to do public notice on this request, so the Commission will not be voting on any type of visual changes. She stated that the Commission would only be hearing the structural plans tonight. Ms. Brennan explained that the applicant would have to come back in January and discuss removing the stone work and repairing the brick. She stated that the Commission would not make a vote or a motion on the request tonight.

Mr. John Harrelson, contractor, came forward and was sworn in. He explained that the building has an actual roof collapse on the inside and has pushed the front wall of the building out. He explained that since the wall is solid brick, when it pushes out it damages the entire structure. He stated that first they would like to go in and lift the front of the roof up, which will take a tremendous amount of load off of the front wall. Mr. Harrelson stated that there are a lot of stress cracks in the stone façade and in the process of repairing the roof there is a chance that more of the stone façade may fall off. Mr. Hodges stated that he assumed that behind the stone the building has a brick façade like the other buildings in that section. Mr. Harrelson stated that his assumption was correct. Ms. Brennan stated that again this is just advisory. She explained that they wanted to make the Commission aware of the possible damage to the stone façade, but she has asked that they try and minimize the damage to the stone. Ms. Hickson asked why Ms. Brennan wanted them to keep the stone. Ms. Brennan stated that she is not advising the Commission to keep or remove the stone façade. She explained that staff did not have time to provide public notice and a visual change cannot be presented without public notice.

B. Minor Works

1. A request has been made by the property owner at 110 S. Respass Street to replace the current wooden door with a new wooden door.
2. A request has been made by the property owner at 310 West Main Street to replace the current roof with a new TPO membrane system, gutters and downspouts.
3. A request has been made by the property owner at 123 West 3rd Street to replace the existing gas pack with a new rooftop gas pack.

Judi Hickson made a motion to approve all the minor works. Her motion was seconded by Picott Harrington. All voted in favor and the motion carried.

VI. Other Business

1. Discussion of Windows

Ms. Brenna proved the Commission with some training on the design guidelines and how the Commission should use them when making decisions and why they are so important. The Commission discussed the guidelines and Ms. Brennan addressed some of their concerns and questions.

VII. Approval of Minutes - November 5, 2013

Jerry Creech made a motion to approve the minutes as corrected. Judi Hickson seconded the motion and all voted in favor.

VIII. Adjourn

There being no other business Ms. McKinley made a motion to adjourn. Seth Shoneman seconded her motion and all voted in favor.