



**WASHINGTON HISTORIC PRESERVATION
COMMISSION**

Regular Scheduled Meeting - Agenda
Tuesday, December 1st, 2015
7:00 PM

I. Opening of the meeting

II. Invocation

III. Roll call

IV. Old Business – Major Works

1. A request has been made by Ms. Patricia Lewis for a Certificate of Appropriateness to install a 6' privacy fence in her backyard located at 409 E. Second Street.

V. Certificate of Appropriateness

A. Major Works

1. A request has been made by Ms. Sarah Ninan for a Certificate of Appropriateness to remove a cedar tree in the front lawn of the property located at 621 W. Main Street.
2. A request has been made by Mr. Ambrose and Ms. Diane Lewis for a Certificate of Appropriateness to install gates and fencing to enclose the existing fence on the property located at 227 E. Second Street.

B. Minor Works

1. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 401 N. Market Street to replace the HVAC unit in the same location on the property.
2. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 101 N. Bridge Street to install vinyl signs on the building. A 4'x8' sign will be located on the north side of the building while a 2'x16' sign will be placed on the west side of the building.
3. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 221-225 West Main Street to repair loose brick at the peak of the front façade of the structure. The owner will stabilize the damaged brick by wrapping it with aluminum. Aluminum will match other features on the façade.

VI. Other Business

1. Design Guidelines – Masonry

VII. Approval of Minutes – November 3rd, 2015

VIII. Adjourn

OLD BUSINESS

409 E. Second ST.

**Installation of a privacy
fence on a tertiary
elevation**

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: 409 E. 2nd Street

Historic Property/Name (if applicable): _____

Owner's Name: Patricia Lewis / Lori Hardee

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

Brief Description of Work to be Done:
Install 278 linear feet privacy fence - photo attached. We would like to fence in majority of back yard - stepped in so not seen from front of house - for security and privacy and to have space for my dog to be outside without worrying about him. Plus don't want to be walking
Have barn original to house that we want enclosed for security

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)

Pat Lewis Lori Hardee
(Name of Applicant - type or print)
409 E. 2nd St., Washington, NC 27889
(Mailing Address) (Zip Code)
252-917-4534
(Date) (Daytime Phone Number)
Pat Lewis Lori Hardee
(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.

Proposal

WHITEHURST and SON'S FENCE CO, INC.

P.O. BOX 6083
GREENVILLE, NORTH CAROLINA 27835
PHONE (252) 752-2736
NC 1-800-682-6555
FAX (252) 752-7894

PROPOSAL SUBMITTED TO Pat Lewis	ATTN:	DATE 8/26/2015
409 E. 2nd. St.	JOB NAME & JOB LOCATION	
CITY, STATE & ZIP CODE Washington, NC 27889	PHONE 917-4534	
Estimator Bob Kennedy	FAX patwlewis56@gmail.com	

We hereby submit specifications and estimates for:

Install 278 L.F. of Pressure Treated Pine Privacy Fence

- 1) 6 x 6 Double Gate Posts/4 x 4 Single Gate-Fence Posts-French Gothic Top
- 2) 2 x 4 Back Rails
- 3) 1 x 6 Dog Eared Pickets
- 4) One(1) 10' Wide Double Gate On Aluminum Frame
- 5) Two(2) 4' Wide Single Gates On Aluminum Frames

Total Labor and Materials: 

TERMS: 50% Deposit/Balance On Completion

WE PROPOSE hereby to furnish material and labor - to complete in accordance with above specifications, for the sum of:

As Above

Payment to be made as follows:

As Above

Authorized Signature _____

NOTE: This proposal may be withdrawn by us if not accepted within 15 days.

Acceptance of Proposal - The above prices specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Should payment not be paid as agreed, any cost of collection including interest and attorney's fees, etc. shall be paid by the customer.

Signature _____

Signature _____

Date of Acceptance: _____

1 ————— 9 ————— 8

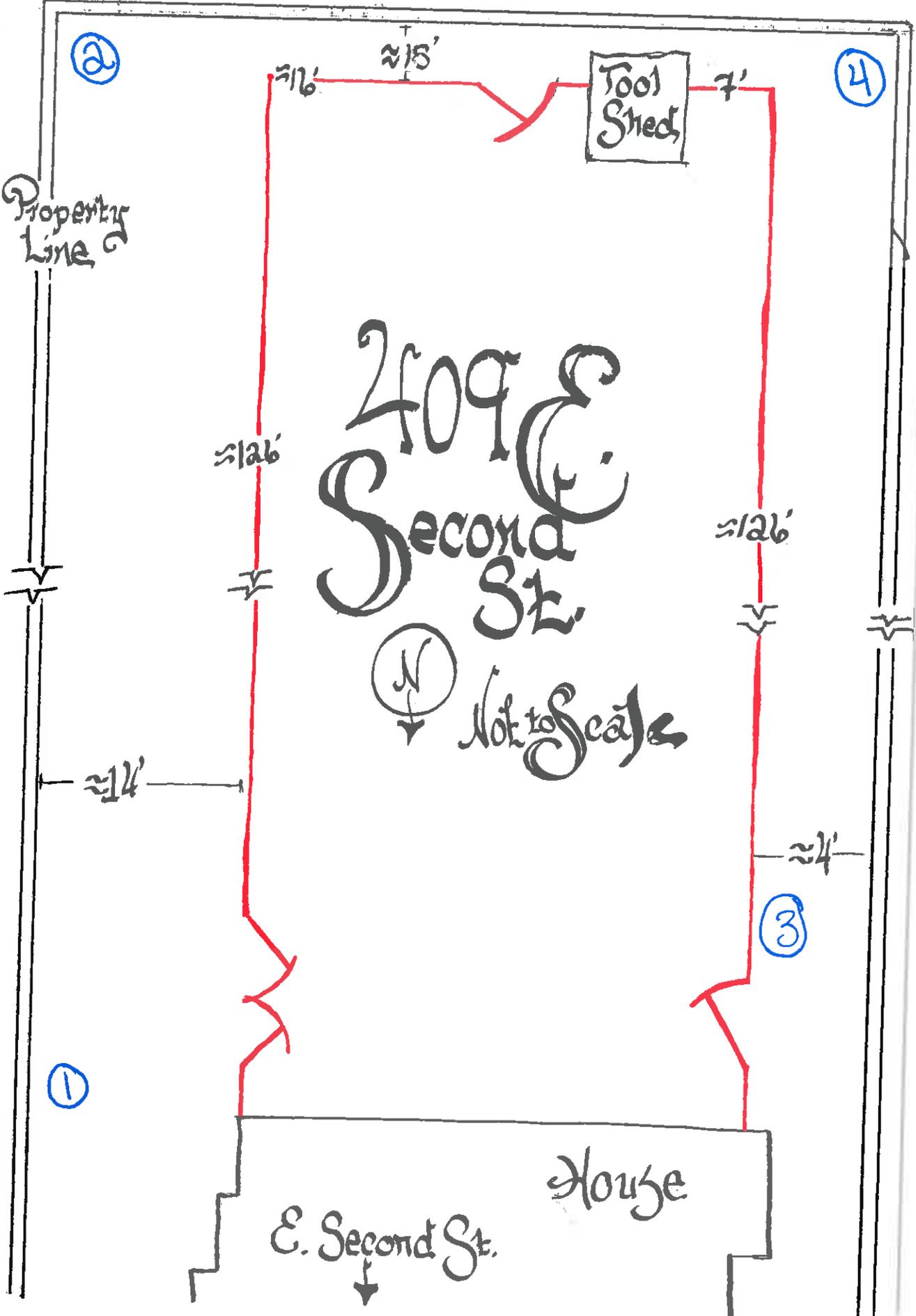


409 East Second ST









②

④

Property Line

Tool Shed

2409 E.
Second St.

N

Not to Scale

$\approx 14'$

$\approx 126'$

$\approx 126'$

$\approx 15'$

$\approx 16'$

7'

$\approx 4'$

①

③

House

E. Second St.

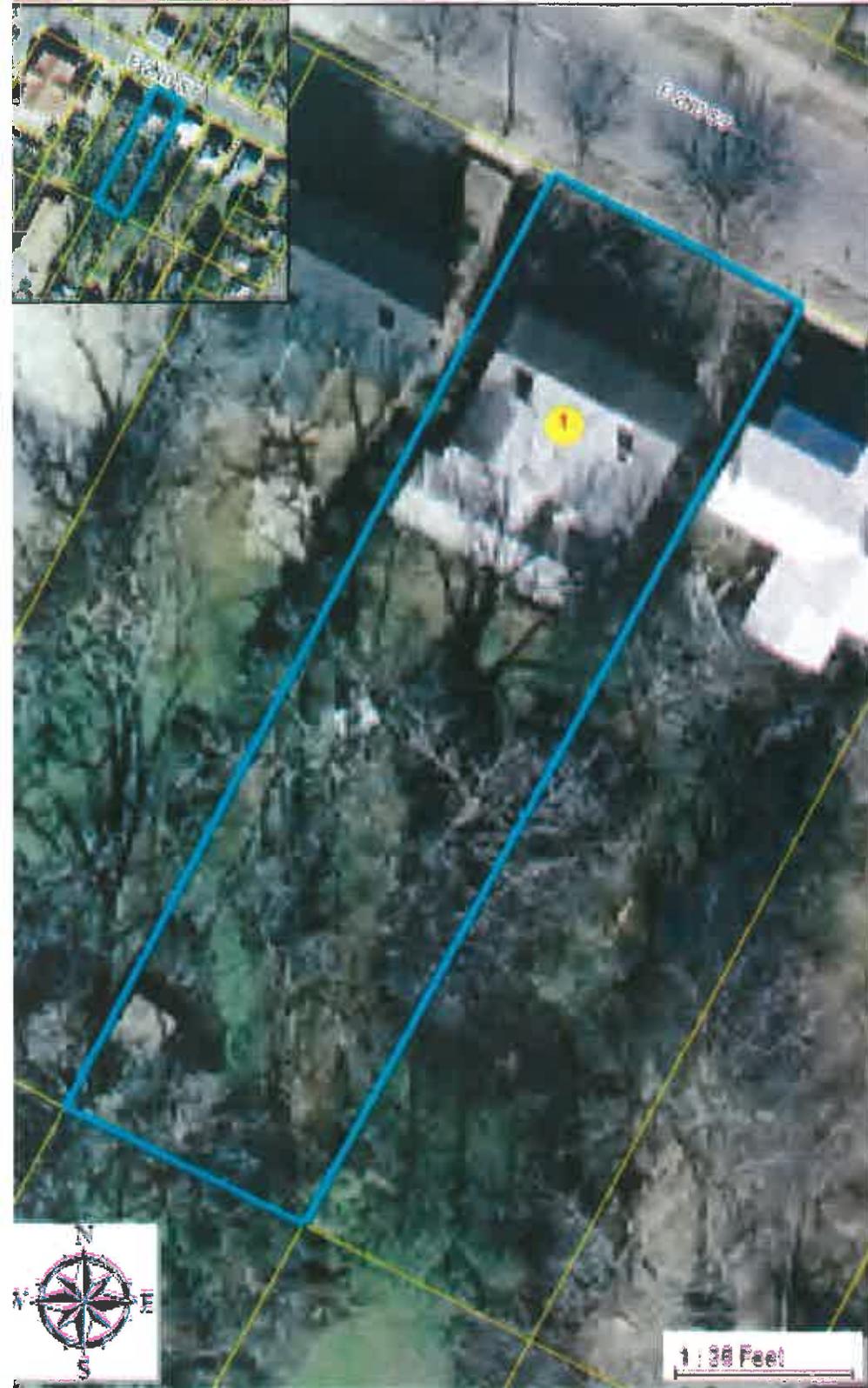
Beaufort County Property Photos

PIN: 01017628

Photo: 01017628.jpg



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Parcels

Property Land Owners

Interior Tract Lines

Centerlines

County Line

County Line (Solid)

State

<u>APPLICANT</u>	<u>LOT</u>	<u>STATE</u>
3999	01017628	5685-07-2387
<u>PIN LONG</u>	<u>OWNER NAME</u>	<u>OWNER NAME2</u>
585-07-2387	HARDEE LORI CLARECE	LEWIS PATRICIA WILLIAMS
<u>MAILING ADDRESS</u>	<u>MAILING ADDRESS2</u>	<u>CITY</u>
39 EAST 2ND STREET		WASHINGTON
<u>DATE</u>	<u>ZIP</u>	<u>PROPERTY ADDRESS</u>
C	27889	2ND STREET
<u>CRES</u>	<u>ACCT NBR</u>	<u>MAP SHEET</u>
	921915	568509
<u>BR BLDG</u>	<u>DEED BOOK and PAGE</u>	<u>LAND VAL</u>
	1876/0028	50000
<u>LDG VAL</u>	<u>DEFR VAL</u>	<u>TOT VAL</u>
78631	0	228631
<u>BHD CDE</u>	<u>NBHD DESC</u>	<u>SUB CDE</u>
	HISTORICAL	
<u>JB DESC</u>	<u>STAMPS</u>	<u>SALE PRICE</u>
	222	111000
<u>LAND USE</u>	<u>DISTRICT</u>	<u>PROP DESC</u>
	1	1 LOT 409 E 2ND STREET
<u>IBL</u>	<u>EXEMPT AMT</u>	<u>ROAD TYPE</u>
5850992		P
<u>R BUILT</u>	<u>SQ FT</u>	<u>NBR BED</u>
371	3016	4
<u>BR BATHS</u>	<u>EFF YR</u>	<u>EXEMPT PROP</u>
	1991	
<u>ENSUS BLOCK</u>	<u>FLOOD PLAIN</u>	<u>NBR STORIES</u>
		3
<u>BR HALF BATHS</u>	<u>DATE</u>	<u>ZONE</u>
	06/29/2015	RHD

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Staff Report

409 East Second Street

The application for the property located at 409 East Second Street is requesting approval to install a 6 foot privacy fence on the tertiary elevation of the property.

The applicant would like to install a 278 linear foot privacy fence. The fence will enclose the majority of the backyard, including the original barn. The perimeter will be stepped in a few feet from the outer edge of the house so not be as noticeable from the streetscape.

The Design Guidelines states in **Chapter 4.6 Fences and Walls:**

- **Chapter 4.6.6** "New fences and walls should be of a design that is appropriate to the architectural style and period of the historic structure."
- **Chapter 4.6.8** "Privacy fencing shall only be allowed in the rear yard. If a majority of a privacy fence is visible from the public right-of-way, a landscape buffer shall be included. No fence, including a privacy fence, shall exceed six (6) feet in height."

Adjacent Property Owners – 409 East 2nd Street

Donald Perkins
605 East 2nd Street
Washington, NC 27889

George Nemezc
2225 Dungiven Ct.
Garner, NC 27592

Tim Crompton
421 East 2nd Street
Washington, NC 27889

Virgil Carroll Jenkins Jr
412 East Main Street
Washington, NC 27889

Attila Nemezc
415 East 2nd Street
Washington, NC 27889

John Baugher
414 East 2nd Street
Washington, NC 27889

Daniel Mallison
PO Box 2005
Washington, NC 27889

Rita Buck
PO Box 808
Chocowinity, NC 27817

First Christian Church
401 East 2nd Street
Washington, NC 27889



CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 409 E 2nd 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 the owner to install a 6 foot high wooden privacy fence to enclose the rear property yard.

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

Date: Tuesday November 3, 2015

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,

Emily Rebert

Emily Rebert
Community Development Planner
Historic Preservation
erebert@washingtonnc.gov
252.946.0897

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Emily Rebert, Planning & Development

Re: 409 East Second Street- Construction of a fence

A request has been made by Ms. Pat Lewis for a Certificate of Appropriateness to add a six foot high wooden fence to enclose the rear property yard located at 409 East Second Street. Please review the Design Guidelines, specifically Chapter 4.0 Streetscape and Site Design Section 4.6 Fences and Walls.

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 Ms. Pat Lewis to add a six foot high wooden privacy fence to enclose the rear property yard located at 409 East Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 4.0 Streetscape and Site Design Section 4.6 Fences and Walls.

Or

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Ms. Pat Lewis to add a six foot high wooden privacy fence to enclose the rear property yard located at 409 East Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 4.0 Streetscape and Site Design Section 4.6 Fences and Walls. 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 Ms. Pat Lewis to add a six foot high wooden privacy fence to enclose the rear property yard located at 409 East Second Street. This motion is based on the following findings of fact: the application is not congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 4.0 Streetscape and Site Design Section 4.6 Fences and Walls.

MAJOR WORKS

621 W. Main ST.

**Removal of cedar tree in
front yard**

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: 621 W. Main Street

Historic Property/Name (if applicable): _____

Owner's Name: Sarah Ninan

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

Brief Description of Work to be Done:
Property owner would like to remove a cedar tree in the front yard.
The tree is an obstruction to the sidewalk and powerlines. The tree is
larger than locusts in diameter, however, the tree ~~is~~ is not historic.

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)

Sarah Ninan
(Name of Applicant - type or print)

621 W. Main St. 27534
(Mailing Address) (Zip Code)

29 October 2015 c. 252-721-0112
(Date) (Daytime Phone Number)

Sarah Ninan
(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.





Beaufort County Property Photos

PIN: 01029565

Photo: 01029565.jpg



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- Parcels
- Property Land Owners
- GPIN
- Interior Tract Lines
- Centerlines
- County Line
- County Line (Solid)
- State

OBJECTID

6524

GPIN LONG

5675-69-1030

MAILING ADDRESS

621 W MAIN ST

STATE

NC

ACRES

0

NBR BLDG

2

BLDG VAL

236855

NBHD CDE

WSMW

SUB DESC**LAND USE****MBL**

567500195

YR BUILT

1922

NBR BATHS

2

CENSUS BLOCK**NBR HALF BATHS****PIN**

01029565

OWNER NAME

NINAN SARAH G

MAILING ADDRESS2**ZIP**

27889

ACCT NBR

903851

DEED BOOK and PAGE

1764/0843

DEFR VAL

0

NBHD DESC

WEST SIDE MAIN WATERFRONT

STAMPS**DISTRICT**

1

EXEMPT AMT**SQ FT**

7544

EFF YR

1971

FLOOD PLAIN**DATE**

10/19/2011

GPIN

5675-69-1030

OWNER NAME2

NINAN PHILIP T

CITY

WASHINGTON

PROPERTY ADDRESS

621 W MAIN ST

MAP SHEET

567500

LAND VAL

341453

TOT VAL

578308

SUB CDE**SALE PRICE****PROP DESC**

1 LOT WEST MAIN STREET

ROAD TYPE

R

NBR BED

4

EXEMPT PROP**NBR STORIES**

3

ZONE

R8

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Adjoining Property Owners:

James and Judy Chestnutt
627 West Main ST
Washington NC 27889

Adele Randall
626 West Main ST
Washington NC 27889

Crawford and Karen Mann
624 West Main ST
Washington NC 27889

Philip Broome
612 West Main ST
Washington NC 27889

Ashley and Susan Futrell
PO BOX 1788
Washington NC 27889



DOWNTOWN DEVELOPMENT
& HISTORIC PRESERVATION

November 23, 2015

Subject: Certificate of Appropriateness – 621 West Main 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 the owner of 621 West Main Street to remove a cedar tree in the front yard of the property.

If you would like to see plans for this work, please visit the City Planning Office prior to the meeting. Additionally, the full application is available on the city website. You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday December 1, 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,



Emily Rebert
Community Development Planner
Historic Preservation
252-946-0897
erebert@washingtonnc.gov

Staff Report

621 West Main Street

The application for the property located at 621 West Main Street is requesting approval to remove a cedar tree in the front yard of the property.

The pine tree's root system is beginning to break up the driveway and causing damage. The tree stands on the front corner of the property, against the sidewalk. The sidewalk has already had repair done as a result of the root system breaking the concrete. The tree appears awkward, because it requires hard pruning to keep it off the right-of-way of the sidewalk.

The Design Guidelines discusses tree removal in Section 4.1.8 and 4.1.9. It states the removal of significant trees should be done if it has a disease, storm damage, or is a safety hazard to historic structures. Once the tree is removed, the home owner has sixty days to replace it with another suitable species.

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Emily Rebert, Planning & Development

Re: The owner of 621 West Main Street has submitted a request to remove a cedar tree in the front yard of the property.

A request has been made by Ms. Sarah Nina to remove a cedar tree in the front yard of the property located at 621 West Main Street. 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 Ms. Ninan to remove a cedar tree located in the front yard of the property located at 621 West Main 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 Landscaping**.

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Ms. Ninan to remove a cedar tree located in the front yard of the property located at 621 West Main 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 Landscaping**. 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 Ms. Ninan to remove a cedar tree located in the front yard of the property located at 621 West Main Street. This motion is based on the following findings of fact: the application is *not* congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 4.1 Landscaping**.

227 E. Second ST.

**Installation of gates and
fencing to enclose
standing fence**

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: 227 E 2nd St

Historic Property/Name (if applicable): Tom Carawan House

Owner's Name: Ambrose and Diane Lewis

Lot Size: 100 feet by 200 feet.
(width) (depth)

Brief Description of Work to be Done:

Installation of gates to enclose existing privacy & wire fencing in back yard.

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)

Ambrose Lewis
(Name of Applicant - type or print)

227 E. 2nd St 27889
(Mailing Address) (Zip Code)

10-29-15 (252) 402-1405
(Date) (Daytime Phone Number)

Ambrose Lewis
(Signature of Applicant)

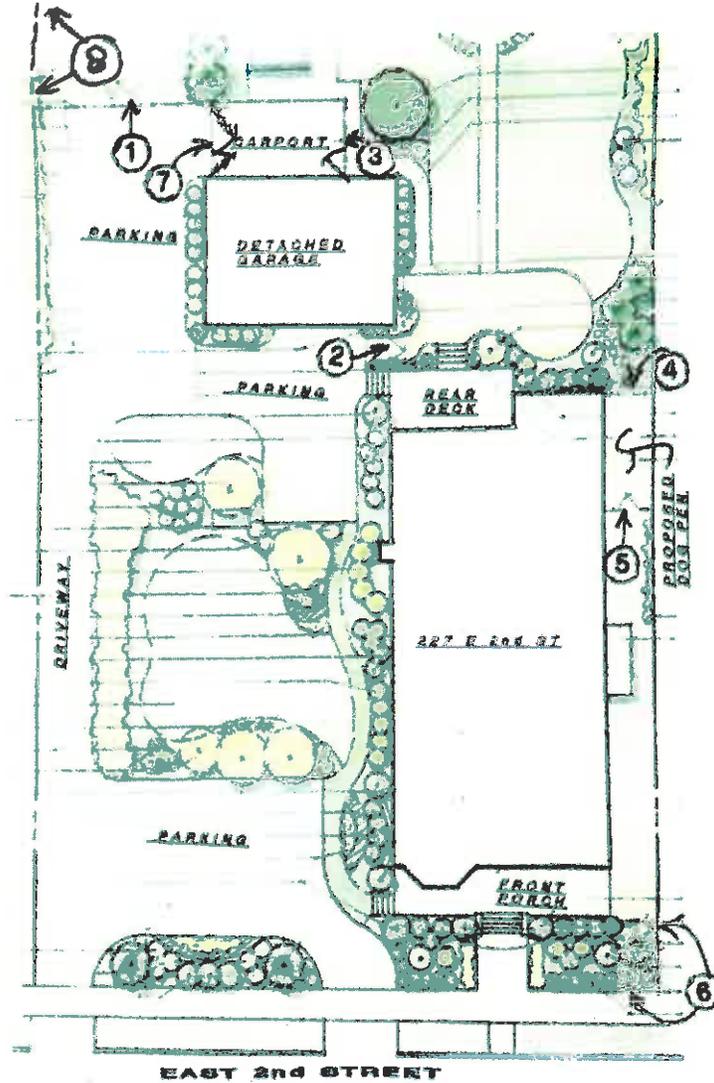
Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other 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.

COA TO INSTALL NEW FENCING AT 227 E 2ND STREET

COA TO INSTALL NEW FENCING AT 227 E 2ND STREET



SITE PLAN KEYED TO REFERENCE NOTES 1 THRU 8 ON FOLLOWING PAGES

SITE PLAN KEYED TO REFERENCE NOTES 1 THRU 7 ON FOLLOWING PAGES

REFERENCE NOTES:

- 1 New 6' high privacy fence to include 12' double gate with 6' gates. Proposed fence to be installed from SE corner of carport to within 6" of the East property line (approx. 30'). A boundary survey for lots 227 and 331 was performed in August 2015 and has been registered at the courthouse.**



Existing view of proposed new fence location



Proposed new fence, style to match existing

- 2 New 4' high picket fence to include a 4' gate. Proposed fence to be installed between front of garage and the rear deck (approx. 8').**



Existing view of proposed new fence location



Proposed new fence, style to match existing

- 3 New 4' high picket fence to include a 4' gate. Proposed fence to be installed between rear of garage to the SW corner of carport (approx. 12').**



Existing view of proposed new fence location



Proposed new fence, style to match existing

- 4 New 4' high picket fence to include a 4' gate. Proposed fence to be installed between rear SW corner of house to the adjacent existing privacy fence (approx. 8').



Existing view of proposed new fence location



Proposed new fence, style to match existing

- 5 New 6' high privacy fence to include 4' gate. Proposed fence to be installed from side of house (approx. 17' from rear corner of house) to the existing adjacent 6' privacy fence (approx. 8'). Guidelines variance requested for security of family dog, this location is not easily visible from street but it is accessible to passersby. .



Existing view of proposed new fence location



Proposed new fence, style to match existing

- 6 Redo existing unfinished picket fence to closely match the existing white picket fence (same height, style and finish) that borders the front of the property West to East.



Existing view of proposed fence modification location

- 7 New 6' high, privacy fence style, double gate with one 4' gate and one 8' gate. Proposed fence to be installed between rear of garage and the SE corner of carport (approx. 12').



Existing view of proposed new fence location



Proposed new fence, style to match existing

- 8 New 4' high picket fence. Proposed fence to be installed between East corner of the proposed privacy fence in Note 1 and the SE corner of the 331 lot (approx. 100' due South).



Proposed new fence, style to match existing

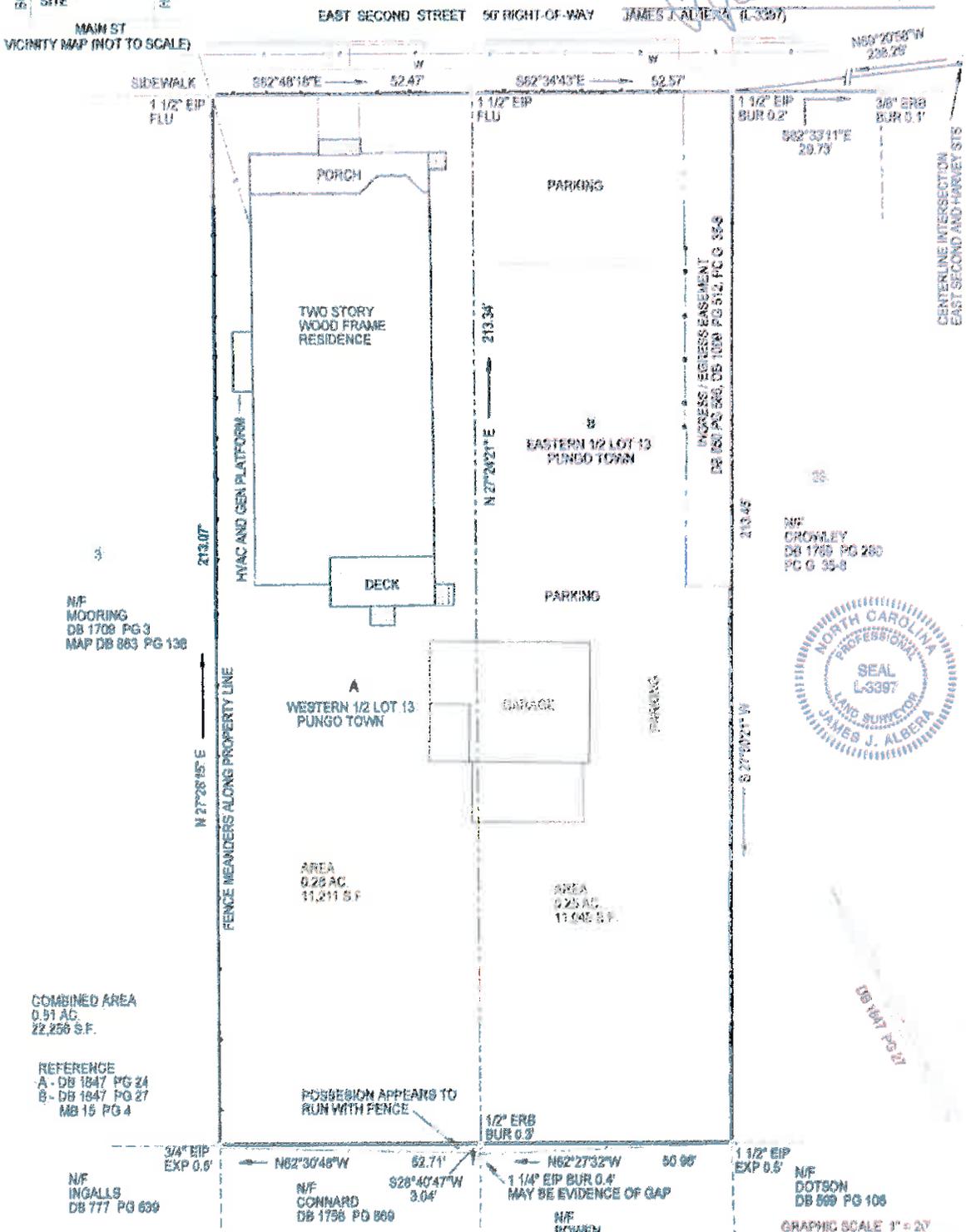
*Will not be removing old
wire fence.*

GENERAL NOTES:

- a. The COA property actually encompasses two lots that are identified as 227 and 331 East Second Street
- b. All new fencing will be pressure treated wood and will need to cure through the end Summer 2016 before any finish coating can be applied.
- c. There is an existing six foot privacy fence along the Westernmost property line that we are trying to match in style and the neighbor directly South of us has a similar privacy fence.
- d. The site plan on the first page was clipped from a landscaping master plan wish list that the property owners hope to achieve over time and as such much of the vegetation indicated does not yet exist.



THIS PLAT IS OF A SURVEY OF AN EXISTING PARCEL OR PARCELS OF LAND AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING STREET



I, JAMES J. ALBERA, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION USING RECORDED DEED AND PLAT REFERENCES, UNRECORDED MAPS IF ANY, AND EVIDENCE FOUND UPON THE LAND, ALL AS SHOWN HEREON, THAT THE BOUNDARIES NOT SURVEYED, IF ANY, ARE CLEARLY INDICATED AS BEING DRAWN FROM INFORMATION SPECIFICALLY REFERENCED HEREON; THAT THE RATIO OF PRECISION AS CALCULATED IS 1 : 10,000 + ; AND THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL THIS 16 OF AUGUST, 2015.

JAMES J. ALBERA, P.L.S. L-3387

SURVEY FOR
AMBROSE B. LEWIS AND
DIANE M. LEWIS
CITY OF WASHINGTON
BEAUFORT COUNTY
NORTH CAROLINA
AUGUST 18, 2015

JAMES J. ALBERA
PROFESSIONAL LAND SURVEYOR (L-3387)
582 REST HAVEN ROAD
BATH, NC 27808
PHONE NUMBER (252) 904-2192

Beaufort County Property Photos

PIN: 01003859

Photo: 01003859.jpg

01-003859



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- Parcels 
- Property Land Owners 
- GPIN
- Interior Tract Lines
- Centerlines 
- County Line 
- County Line (Solid)
- State

<u>OBJECTID</u>	<u>PIN</u>	<u>GPIN</u>
7121	01003859	5675-97-4738
<u>GPIN LONG</u>	<u>OWNER NAME</u>	<u>OWNER NAME2</u>
5675-97-4738	LEWIS AMBROSE B	LEWIS DIANE M
<u>MAILING ADDRESS</u>	<u>MAILING ADDRESS2</u>	<u>CITY</u>
227 E 2ND STREET		WASHINGTON
<u>STATE</u>	<u>ZIP</u>	<u>PROPERTY ADDRESS</u>
NC	27889	227 E 2ND ST
<u>ACRES</u>	<u>ACCT NBR</u>	<u>MAP SHEET</u>
0	920253	567508
<u>NBR BLDG</u>	<u>DEED BOOK and PAGE</u>	<u>LAND VAL</u>
1	1847/0024	55650
<u>BLDG VAL</u>	<u>DEFR VAL</u>	<u>TOT VAL</u>
192647	0	248297
<u>NBHD CDE</u>	<u>NBHD DESC</u>	<u>SUB CDE</u>
H	HISTORICAL	
<u>SUB DESC</u>	<u>STAMPS</u>	<u>SALE PRICE</u>
<u>LAND USE</u>	<u>DISTRICT</u>	<u>PROP DESC</u>
	1	1 LOT 227 E 2ND ST (W 1/2 LOT 13)
<u>MBL</u>	<u>EXEMPT AMT</u>	<u>ROAD TYPE</u>
567508182		P
<u>YR BUILT</u>	<u>SQ FT</u>	<u>NBR BED</u>
1880	4296	5
<u>NBR BATHS</u>	<u>EFF YR</u>	<u>EXEMPT PROP</u>
5	1979	
<u>CENSUS BLOCK</u>	<u>FLOOD PLAIN</u>	<u>NBR STORIES</u>
		3
<u>NBR HALF BATHS</u>	<u>DATE</u>	<u>ZONE</u>
0	06/06/2014	RHD

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Adjoining Property Owners:

Kenneth Mooring
221 East 2nd ST
Washington NC 27889

Jose Gonzalez
228 East 2nd ST
Washington NC 27889

Joshua Stiles
232 East 2nd ST
Washington NC 27889

Kenneth Crowley
605 Deluth ST
Durham NC 27705

Tony Bowen
228 East Main ST
Washington NC 27889

David and Susan Connard
226 East Main ST
Washington NC 27889

Paul and Lillian Arnold
222 East 2nd ST
Washington NC 27889



DOWNTOWN DEVELOPMENT
& HISTORIC PRESERVATION

November 23, 2015

Subject: Certificate of Appropriateness – 227 East 2nd 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 the owner of 227 East 2nd Street to install gates and fencing to enclose the existing privacy fence on the back side of the property.

If you would like to see plans for this work, please visit the City Planning Office prior to the meeting. Additionally, the full application is available on the city website. You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday December 1, 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,

Emily Rebert
Community Development Planner
Historic Preservation
252-946-0897
erebert@washingtonnc.gov

Staff Report

227 E. Second Street

The application for the property located at 227 East Second Street is requesting approval to install gates and fencing to enclose the standing fence on the property.

Applicants are looking to unify and enclose the existing fence in their back yard. They will be matching the current fence. The COA property actually encompasses two lots that are identified as 227 and 331 East Second Street. All new fencing will be pressure treated wood and will need to cure through the end summer 2016 before any finish coating can be applied. There is an existing six foot privacy fence along the Western most property line that they are trying to match in style and the neighbor directly south of them has a similar privacy fence. The site plan on the first page was clipped from a landscaping master plan wish list that the property owners hope to achieve over time and as such much of the vegetation indicated does not yet exist.

The Design Guidelines states in **Chapter 4.6 Fences and Walls**:

- **Chapter 4.6.8** "Privacy fencing shall only be allowed in the rear yard. If a majority of a privacy fence is visible from the public right-of-way, a landscape buffer shall be included. No fence, including a privacy fence, shall exceed six (6) feet in height."

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Emily Rebert, Planning & Development

Re: 227 East Second Street- Construction of a fence

A request has been made by Mr. Ambrose and Ms. Diane Lewis for a Certificate of Appropriateness to install gates and fencing to enclose the rear property yard located at 227 East Second Street. Please review the Design Guidelines, specifically Chapter 4.0 Streetscape and Site Design Section 4.6 Fences and Walls.

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** Mr. Ambrose and Ms. Diane Lewis to install gates and fencing to enclose the existing fence on the property located at 227 E. Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Chapter 4.0 Streetscape and Site Design Section 4.6 Fences and Walls**.

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** Mr. Ambrose and Ms. Diane Lewis to install gates and fencing to enclose the existing fence on the property located at 227 E. Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Chapter 4.0 Streetscape and Site Design Section 4.6 Fences and Walls**. 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** Mr. Ambrose and Ms. Diane Lewis to install gates and fencing to enclose the existing fence on the property located at 227 E. Second Street. This motion is based on the following findings of fact: the application is *not* congruous with the Historic Preservation Commission Design Guidelines, specifically **Chapter 4.0 Streetscape and Site Design Section 4.6 Fences and Walls**.

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: 401 N. Market

Historic Property/Name (if applicable): _____

Owner's Name: Karen Sivanen

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

Brief Description of Work to be Done:

Remove old A/C unit install new one
same location

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="checkbox"/> Approved	<u>KS</u>
<input type="checkbox"/> Approved with Conditions	_____
<input type="checkbox"/> Denied	_____
<input type="checkbox"/> Withdrawn	_____
<input type="checkbox"/> Staff Approval	_____
(Date)	(Authorized Signature)

Dixon Heat + A/C
(Name of Applicant - type or print)

704 River Rd Wash. 27889
(Mailing Address) (Zip Code)

11-2-75 946 6498
(Date) (Daytime Phone Number)

Palmer Pliton
(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: 101 N Bridge St

Historic Property/Name (if applicable): _____

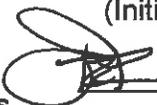
Owner's Name: Wayne Woolard

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

Brief Description of Work to be Done:

Vinyl signs (2 x 16 Ft and 4 x 8 Ft) on the bldg. 4 x 8 Ft sign on North Side and 2 x 16 is on West Side facing Bridge St.

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)

Tiffany Morlock
(Name of Applicant - type or print)

101 N Bridge St. Wash, NC 27889
(Mailing Address) (Zip Code)

4 NOV 15 948-1414
(Date) (Daytime Phone Number)

T Morlock
(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: 221 - 225 WEST MAIN ST.

Historic Property/Name (if applicable): _____

Owner's Name: STRONG SPEED Properties LLC

Lot Size: 100 feet by 110 feet.
(width) (depth)

Brief Description of Work to be Done:

Pieces of Brick are falling & need to fix ASAP.
using AN ALUMINUM BANDS TO INCAPACITATE THE DAMAGED
AREA TO MAKE SECURE.

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	<u>JKR</u>
<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)

JAMES M. FORTESCUE
(Name of Applicant - type or print)

444 STEWART PARKWAY 27889
(Mailing Address) (Zip Code)

11/20/15 252-414-2270
(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

Washington's Design Guidelines

**Proposal to update
Masonry guidelines**

Masonry

Various types of masonry construction are found in the district including brick, stone, stucco, and concrete. Buildings in the downtown commercial area are primarily of brick construction while there are also several examples of brick residential structures. Just like with wood, masonry construction contributes to a building's historic character in its texture, color, size and scale, and detailing. This architectural detailing includes subtle elements like variations in bond patterns to more prominent detailing like corbelling, brick cornices, quoins, etc.



Masonry must be properly maintained in order to prevent deterioration. Typical masonry maintenance issues include deteriorated mortar joints, broken or chipped bricks, and loose bricks. Much of this deterioration is due to the effects of weather as well as improper maintenance and cleaning.

Masonry Guidelines

- 3.2.6 Preserve and protect character-defining masonry architectural features including corbelling, cornices, sills, quoins, foundations and walls.
- 3.2.7 Routinely inspect masonry features for cracks, loose bricks, and signs of weather damage paying particular attention to mortar joints.
- 3.2.8 **Caulk may be used around doors and windows to prevent water penetration. Caulk is not an appropriate material for repointing joints.**
- 3.2.9 Deteriorated masonry units should be repaired rather than replaced using materials that match the original in size, texture, color, and overall appearance. Synthetic materials are prohibited on historic structures for the wholesale covering of a structure.
- 3.2.10 Do not apply paint to masonry surfaces that were historically not painted.
- 3.2.11 Removal of paint from a masonry structure is encouraged when the underlying masonry units are character defining and are in good condition, and only if safe and proper paint removal procedures are used resulting in no damage to the masonry.
- 3.2.12 **When cleaning is necessary, proper techniques should be used.**
 - o Use the gentlest means possible including low-pressure washing with detergent and natural soft bristle brushes.

Test the cleaning method on a small area first because older brick can be damaged by even low-pressure washing

- Use caution when utilizing chemical cleaners. Test a small area first to determine that no damaging effects will occur. Run-off from chemical cleaning must be controlled and authorized by the City of Washington prior to the cleaning process.
- Do not use sandblasting or high-pressure water blasting to clean historic masonry.

3.2.13 When repair to mortar joints is needed due to cracks, missing and crumbling mortar, and loose bricks, use proper techniques for repointing.

- Remove deteriorated mortar by hand raking rather than using electric saws and hammers than can damage the brick
- Match the original texture, **strength, composition,** color, width, and profile of the historic mortar joints.
- Repointing with mortar that is stronger than the original, such as Portland cement, can cause brick to crack, break or spall. **A lime based mortar is recommended for historic brick.** In repointing mortar joints, mortar of appropriate PSI should be used.

○ **3.2.14** A stone strengthener, water repellent or a combination of both may sometimes be used to preserve soft brick, sandstone and porous masonry. It is not recommended

to waterproof masonry as a substitute for repointing or repair, water repellent coatings are permitted as they do not trap moisture. Sealants are prohibited.

Metal

Architectural metals are frequently found in the historic district on both residential and non-residential construction. Cast iron columns, metal roofs, and wrought iron details are typical metal treatments in Washington and are important character-defining elements of historic architecture. Common maintenance and deterioration issues include corrosion, rust, and peeling paint. Corrosion and rust are particularly problematic as they will continue to cause deterioration of metal as long as it is exposed.



Metal Guidelines

3.2.14 Preserve and protect character-defining metal features including cast iron columns, metal roofs, gutters, architectural details, fences, gates, and hardware.

3.2.15 Routinely inspect metal features for peeling paint, corrosion, and rust.

3.2.16 Deteriorated metal should be repaired rather than replaced. Should the level of deterioration warrant replacement, the element shall match the original in design, color, detail, and material.

be consulted prior to beginning a cleaning project, especially if it involves anything more than plain water washing. This advance planning will ensure that the cleaning effluent or run-off, which is the combination of the cleaning agent and the substance removed from the masonry, is handled and disposed of in an environmentally sound and legal manner. Some alkaline and acidic cleaners can be neutralized so that they can be safely discharged into storm sewers. However, most solvent-based cleaners cannot be neutralized and are categorized as pollutants, and must be disposed of by a licensed transport, storage and disposal facility. Thus, it is always advisable to consult with the appropriate agencies before starting to clean to ensure that the project progresses smoothly and is not interrupted by a stop-work order because a required permit was not obtained in advance.

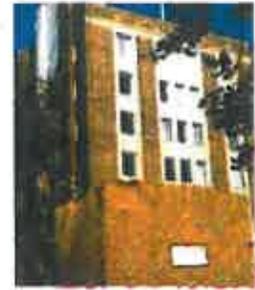
Vinyl guttering or polyethylene-lined troughs placed around the perimeter of the base of the building can serve to catch chemical cleaning waste as it is rinsed off the building. This will reduce the amount of chemicals entering and polluting the soil, and also will keep the cleaning waste contained until it can be removed safely. Some patented cleaning systems have developed special equipment to facilitate the containment and later disposal of cleaning waste.

Concern over the release of volatile organic compounds (VOCs) into the air has resulted in the manufacture of new, more environmentally responsible cleaners and paint removers, while some materials traditionally used in cleaning may no longer be available for these same reasons. Other health and safety concerns have created additional cleaning challenges, such as lead paint removal, which is likely to require special removal and disposal techniques.

Cleaning can also cause damage to non-masonry materials on a building, including glass, metal and wood. Thus, it is usually necessary to cover windows and doors, and other features that may be vulnerable to chemical cleaners. They should be covered with plastic or polyethylene, or a masking agent that is applied as a liquid which dries to form a thin protective film on glass, and is easily peeled off after the cleaning is finished. Wind drift, for example, can also damage other property by carrying cleaning chemicals onto nearby automobiles, resulting in etching of the glass or spotting of the paint finish. Similarly, airborne dust can enter surrounding buildings, and excess water can collect in nearby yards and basements.

Safety Considerations

Possible health dangers of each method selected for the cleaning project must be considered before selecting a cleaning method to avoid harm to the cleaning applicators, and the necessary precautions must be taken. The precautions listed in Material Safety Data Sheets (MSDS) that are provided with chemical products should always be followed. Protective clothing, respirators, hearing and face shields, and gloves must be provided to workers to be worn at all times. Acidic and alkaline chemical cleaners in both liquid and vapor forms can also cause serious injury to passers-by. It may be necessary to schedule cleaning at night or weekends if the building is located in a busy urban area to reduce the potential danger of chemical overspray to pedestrians. Cleaning during non-business hours will allow HVAC systems to be turned off and vents to be covered to prevent dangerous chemical fumes from entering the building which will also ensure the safety of the building's occupants. Abrasive and mechanical methods produce dust which can pose a serious health hazard, particularly if the abrasive or the masonry contains silica.



The lower floors of this historic brick and architectural terra-cotta building have been covered during chemical cleaning to protect pedestrians and vehicular traffic from potentially harmful overspray. Photo: NPS files.

Water-Repellent Coatings and Waterproof Coatings

To begin with, it is important to understand that waterproof coatings and water-repellent coatings are not the same. Although these terms are frequently interchanged and commonly confused with one another, they are completely different materials. **Water-repellent coatings**—often referred to incorrectly as "sealers", but which do not or should not "seal"—are intended to keep liquid water from penetrating the surface but to allow water vapor to enter and leave, or pass through, the surface of the masonry. Water-repellent coatings are generally transparent, or clear, although once applied some may darken or discolor certain types of masonry while others may give it a glossy or shiny appearance. **Waterproof coatings** seal the surface from liquid water and from water vapor. They are usually opaque, or pigmented, and include bituminous coatings and some elastomeric paints and coatings.

Water-Repellent Coatings

Water-repellent coatings are formulated to be vapor permeable, or "breathable". They do not seal the surface completely to water vapor so it can enter the masonry wall as well as leave the wall. While the first water-repellent coatings to be developed were primarily acrylic or silicone resins in organic solvents, now most water-repellent coatings are water-based and formulated from modified siloxanes, silanes and other alkoxy silanes, or metallic stearates. While some of these products are shipped from the factory ready to use, other water-borne water repellents must be diluted at the job site. Unlike earlier water-repellent coatings which tended to form a "film" on the masonry surface, modern water-repellent coatings actually penetrate into the masonry substrate slightly and, generally, are almost invisible if properly applied to the masonry. They are also more vapor permeable than the old coatings, yet they still reduce the vapor permeability of the masonry. Once inside the wall, water vapor can condense at cold spots producing liquid water which, unlike water vapor, cannot escape

through a water-repellent coating. The liquid water within the wall, whether from condensation, leaking gutters, or other sources, can cause considerable damage.

Water-repellent coatings are not consolidants. Although modern water-repellents may penetrate slightly beneath the masonry surface, instead of just "sitting" on top of it, they do not perform the same function as a consolidant which is to "consolidate" and replace lost binder to strengthen deteriorating masonry. Even after many years of laboratory study and testing, few consolidants have proven very effective. The composition of fired products such as brick and architectural terra cotta, as well as many types of building stone, does not lend itself to consolidation.

Some modern water-repellent coatings which contain a binder intended to replace the natural binders in stone that have been lost through weathering and natural erosion are described in product literature as both a water repellent and a consolidant. The fact that the newer water-repellent coatings penetrate beneath the masonry surface instead of just forming a layer on top of the surface may indeed convey at least some consolidating properties to certain stones. However, a water-repellent coating cannot be considered a consolidant. In some instances, a water-repellent or "preservative" coating, if applied to already damaged or spalling stone, may form a surface crust which, if it fails, may exacerbate the deterioration by pulling off even more of the stone.



This clear coating has failed and is pulling off pieces of the stone as it peels. Photo: NPS files

Is a Water-Repellent Treatment Necessary?

Water-repellent coatings are frequently applied to historic masonry buildings for the wrong reason. They also are often applied without an understanding of what they are and what they are intended to do. And these coatings can be very difficult, if not impossible, to remove from the masonry if they fail or become discolored. Most importantly, the application of water-repellent coatings to historic masonry is usually unnecessary.

Most historic masonry buildings, unless they are painted, have survived for decades without a water-repellent coating and, thus, probably do not need one now. Water penetration to the interior of a masonry building is seldom due to porous masonry, but results from poor or deferred maintenance. Leaking roofs, clogged or deteriorated gutters and downspouts, missing mortar, or cracks and open joints around door and window openings are almost always the cause of moisture-related problems in a historic masonry building. **If historic masonry buildings are kept watertight and in good repair, water-repellent coatings should not be necessary.**

Rising damp (capillary moisture pulled up from the ground), or condensation can also be a source of excess moisture in masonry buildings. A water-repellent coating will not solve this problem either and, in fact, may be likely to exacerbate it. Furthermore, a water-repellent coating should never be applied to a damp wall. Moisture in the wall would reduce the ability of a coating to adhere to the masonry and to penetrate below the surface. But, if it did adhere, it would hold the moisture inside the masonry because, although a water-repellent coating is permeable to water vapor, liquid water cannot pass through it. In the case of rising damp, a coating may force the moisture to go even higher in the wall because it can slow down evaporation, and thereby retain the moisture in the wall.

Excessive moisture in masonry walls may carry waterborne soluble salts from the masonry units themselves or from the mortar through the walls. If the water is permitted to come to the surface, the salts may appear on the masonry surface as efflorescence (a whitish powder) upon evaporation. However, the salts can be potentially dangerous if they remain in the masonry and crystallize beneath the surface as subflorescence. Subflorescence eventually may cause the surface of the masonry to spall, particularly if a water-repellent coating has been applied which tends to reduce the flow of moisture out from the subsurface of the masonry. Although many of the newer water-repellent products are more breathable than their predecessors, they can be especially damaging if applied to masonry that contains salts, because they limit the flow of moisture through masonry.

When a Water-Repellent Coating May be Appropriate

There are some instances when a water-repellent coating may be considered appropriate to use on a historic masonry building. **Sort, incompletely fired bricks, and some types of coating are needed to protect them from water damage.** When a masonry building has been neglected for a long period of time, necessary repairs may be required in order to make it watertight. If, following a reasonable period of time after the building has been made watertight and has dried out completely, moisture appears actually to be penetrating through the repaired and repaired masonry walls, then the application of a water-repellent coating may be considered in *selected areas only*. This decision should be made in consultation with an architectural conservator. And, if such a treatment is undertaken, it should not be applied to the entire exterior of the building.

Anti-graffiti or barrier coatings are another type of clear coating—although barrier coatings can also be pigmented—that may be applied to exterior masonry, but they are not formulated primarily as water repellents. The purpose of these coatings is to make it harder for graffiti to stick to a masonry surface and, thus, easier to clean. But, like water-repellent coatings, in



Improper cleaning methods may have been responsible for the formation of efflorescence on this brick. Photo: NPS files.

most cases the application of anti-graffiti coatings is generally not recommended for historic masonry buildings. These coatings are often quite shiny which can greatly alter the appearance of a historic masonry surface, and they are not always effective. Generally, other ways of discouraging graffiti, such as improved lighting, can be more effective than a coating. However, the application of anti-graffiti coatings may be appropriate in some instances on vulnerable areas of historic masonry buildings which are frequent targets of graffiti that are located in out-of-the-way places where constant surveillance is not possible.

Some water-repellent coatings are recommended by product manufacturers as a means of keeping dirt and pollutants or biological growth from collecting on the surface of masonry buildings and, thus, reducing the need for frequent cleaning. While this at times may be true, in some cases a coating may actually retain dirt more than uncoated masonry.

Generally, the application of a water-repellent coating is not recommended on a historic masonry building as a means of preventing biological growth. Some water-repellent coatings may actually encourage biological growth on a masonry wall. Biological growth on masonry buildings has traditionally been kept at bay through regularly-scheduled cleaning as part of a maintenance plan. Simple cleaning of the masonry with low-pressure water using a natural- or synthetic-bristled scrub brush can be very effective if done on a regular basis. Commercial products are also available which can be sprayed on masonry to remove biological growth.

In most instances, a water-repellent coating is not necessary if a building is watertight. The application of a water-repellent coating is not a recommended treatment for historic masonry buildings unless there is a specific problem which it may help solve. If the problem occurs on only part of the building, it is best to treat only that area rather than the entire building. Extreme exposures such as parapets, for example, or portions of the building subject to driving rain can be treated more effectively and less expensively than the entire building. Water-repellent coatings are not permanent and must be reapplied periodically although, if they are truly invisible, it can be difficult to know when they are no longer providing the intended protection.

Testing a water-repellent coating by applying it in one small area may not be helpful in determining its suitability for the building because a limited test area does not allow an adequate evaluation of a treatment. Since water may enter and leave through the surrounding untreated areas, there is no way to tell if the coated test area is "breathable." But trying a coating in a small area may help to determine whether the coating is visible on the surface or if it will otherwise change the appearance of the masonry.

Waterproof Coatings

In theory, waterproof coatings usually do not cause problems as long as they exclude all water from the masonry. They do so either by sealing the wall from the ground or from the inside of a building. The coating also prevents the damage caused by water that may be trapped in the wall. During cold weather this water in the wall can freeze causing serious mechanical disruption, such as spalling.

In addition, the water eventually will get out by the path of least resistance. If this path is toward the interior, damage to interior finishes can result; if it is toward the exterior, it can lead to damage to the masonry caused by built-up water pressure.

In most instances, waterproof coatings should not be applied to historic masonry. The possible exception to this might be the application of a waterproof coating to below-grade exterior foundation walls as a last resort to stop water infiltration on interior basement walls. **Generally, however, waterproof coatings, which include elastomeric paints, should almost never be applied above grade to historic masonry buildings.**

Summary and References

A well-planned cleaning project is an essential step in preserving, rehabilitating or restoring a historic masonry building. Proper cleaning methods and coating treatments, when determined necessary for the preservation of the masonry, can enhance the aesthetic character as well as the structural stability of a historic building. Removing years of accumulated dirt, pollutant crusts, stains, graffiti or paint, if done with appropriate caution, can extend the life and longevity of the historic resource. Cleaning that is carelessly or insensitively prescribed or carried out by inexperienced workers can have the opposite of the intended effect. It may scar the masonry permanently, and may actually result in hastening deterioration by introducing harmful residual chemicals and salts into the masonry or causing surface loss. Using the wrong cleaning method or using the right method incorrectly, applying the wrong kind of coating or applying a coating that is not needed can result in serious damage, both physically and aesthetically, to a historic masonry building. Cleaning a historic masonry building should always be done using the gentlest means possible that will clean, but not damage the building. It should always be taken into consideration before applying a water-repellent coating or a waterproof coating to a historic masonry building whether it is really necessary and whether it is in the best interest of preserving the building.

Using methods of removing paint which are destructive to masonry, such as sandblasting, application of caustic solutions, or high pressure waterblasting.

Failing to follow manufacturers' product and application instructions when repainting masonry.

Using new paint colors that are inappropriate to the historic building and district.

Failing to undertake adequate measures to assure the protection of masonry features.

Masonry

Repair

recommended

Repairing masonry walls and other masonry features by repointing the mortar joints where there is evidence of deterioration such as disintegrating mortar, cracks in mortar joints, loose bricks, damp walls, or damaged plasterwork.

Removing deteriorated mortar by carefully hand-raking the joints to avoid damaging the masonry.

Duplicating old mortar in strength, composition, color, and texture.

Duplicating old mortar joints in width and in joint profile.

Repairing stucco by removing the damaged material and patching with new stucco that duplicates the old in strength, composition, color, and texture.

Using mud plaster as a surface coating over unfired, unstabilized adobe because the mud plaster will bond to the adobe.

Cutting damaged concrete back to remove the source of deterioration (often corrosion on metal reinforcement bars). The new patch must be applied carefully so it will bond satisfactorily with, and match, the historic concrete.



Preparation for stucco repair.



Replacement stones tooled to

Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods. Repair may also include the limited replacement in kind—or with compatible substitute material—of those extensively deteriorated or missing parts of masonry features when there are surviving prototypes such as terra-cotta brackets or stone balusters.

match original.

Applying new or non-historic surface treatments, such as water-repellent coatings to masonry only after repointing and only if masonry repairs have failed to arrest water penetration problems.

not recommended

Removing nondeteriorated mortar from sound joints, then repointing the entire building to achieve a uniform appearance.



Loss of the historic character due to insensitive repointing.

Using electric saws and hammers rather than hand tools to remove deteriorated mortar from joints prior to repointing.

Repointing with mortar of high portland cement content (unless it is the content of the historic mortar). This can often create a bond that is stronger than the historic material and can cause damage as a result of the differing coefficient of expansion and the differing porosity of the material and the mortar.

Repointing with a synthetic caulking compound.

Using a "scrub" coating technique to repoint instead of traditional repointing methods.

Changing the width or joint profile when repointing.

Removing sound stucco; or repairing with new stucco that is stronger than the

historic material or does not convey the same visual appearance.

Applying cement stucco to unfired, unstabilized adobe. Because the cement stucco will not bond properly, moisture can become entrapped between materials, resulting in accelerated deterioration of the adobe.

Patching concrete without removing the source of deterioration.

Replacing an entire masonry feature such as a cornice or balustrade when repair of the masonry and limited replacement of deteriorated or missing parts are appropriate.

Using a substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the masonry feature or that is physically or chemically incompatible.

Applying waterproof, water repellent, or non-historic coatings such as stucco to masonry as a substitute for repointing and masonry repairs. Coatings are frequently unnecessary, expensive, and may change the appearance of historic masonry as well as accelerate its deterioration.

EXTERIOR CHANGES TO HISTORIC BUILDINGS

to remove more stubborn surface stains. Such chemical applications, however, should never be undertaken until tested in an inconspicuous location on the building in order to determine if any masonry discoloration or damage occurs. More abrasive cleaning techniques such as sandblasting or high pressure water blasting are prohibited due to their tendency to damage the protective surface of historic masonry and accelerate its deterioration. Likewise, **water repellents and sealers on brick are prohibited. Such products often trap moisture in the brick and cause spalling.**

Failure of masonry mortar is perhaps the most common problem associated with brick and other masonry construction. Mortar joints slowly deteriorate over time due to exposure to weather. This deterioration results in moisture penetration in brick walls and foundations. To correct the problem, repointing is necessary. All loose and deteriorated mortar must be raked out of the joint by hand and new mortar inserted. Old mortar should generally be removed to a minimum depth of 1" to ensure an adequate bond. **Care must be taken to choose a mortar mixture that matches the original in terms of composition, color, texture, strength, and appearance.** Care must also be taken to match the joint width and profile of the finished joint. **For older, softer brick, a mortar mixture must be made consistent with the historic mortar.** Please contact the Restoration Specialist in the Eastern Office of Archives and History for additional information and guidance.

Painting brick and other masonry features of historic buildings that historically were not coated is prohibited. Exceptions may be made based on the condition of the brick and the aesthetic impact of the paint application on the character of the building and district as a whole. If brick is to be painted, latex paint is recommended. It allows the brick to breathe and will not peel as quickly as oil paints, provided the surface is properly prepared prior to painting. Removal of paint from masonry surfaces is not recommended unless the brick is of high quality and was originally intended not to be painted. When paint removal is undertaken, use only chemical strippers that are specifically recommended for masonry. Always test the product in an inconspicuous location to determine if damage or discoloration occurs.

Brick & Other Masonry Materials Guidelines

1. Retain and preserve original masonry walls, foundations, and roofs.
2. Preserve masonry construction features that help to define the character of historic buildings such as chimneys, decorative corbelling, cornices, arches, belt courses, foundations, window sills and hoods, and cornices.
3. Monitor brick and other masonry materials regularly for signs of vegetation growth, dirt build up, moisture damage, or cracking.
4. Eliminate lichen, ivy, and other forms of vegetation



A variety of masonry building materials and details are evident in the Downtown Historic district.

Design Guidelines for Building Materials and Details

- 1) Maintain and preserve historic building materials and details that contribute to the character of the building and the significance of the district as a whole.
- 2) Repair historic building materials and details in-kind matching the original in regard to size, shape, design, scale, color, texture, and material. Cracked or missing masonry mortar joints should be carefully repointed using materials, methods, and finishing methods that match the original as closely as possible in regard to color, texture, and finish. It is important to use the same strength mortar as the original or softer. Using mortar or brick that is stronger than the original can result in serious and more rapid deterioration. Contact the State Historic Preservation Office (SHPO) for additional information.
- 3) If historic building materials and details must be replaced due to deterioration, replace only the detail or element with materials similar to the original material in size, shape, design, scale, color, and material. Contact the SHPO for additional information.
- 4) If a detail is missing, replace it based on existing details or documentary evidence such as photographs. Replace with materials similar in size, shape, design, scale, color, and material as the original. Contact the SHPO for additional information.
- 5) It is not appropriate to clean historic building materials using damaging methods such as sandblasting, power washing, or propane or butane torches. The gentlest means possible for cleaning should be used. Contact the Planning Office or SHPO for approved methods of cleaning. Consult the Appendices for the Preservation Brief website address.
- 6) Paint wooden and metal architectural elements. It is inappropriate to remove paint to replace with stain.
- 7) It is inappropriate to paint unpainted masonry elements. Repaint previously painted masonry elements in colors compatible with the historic district.
- 8) It is inappropriate to paint or coat historic terra cotta. Clean and repair using accepted preservation techniques. Consult the Appendices for the Preservation Brief website address.
- 9) It is inappropriate to replace sound historic building materials with new materials to create a "new or smooth appearance."
- 10) It is inappropriate to use contemporary substitute materials such as vinyl, aluminum, masonite, or cementitious board to cover or replace historic building materials.
- 11) It is inappropriate to repair or patch metal roofing and flashing with tar or asphalt.
- 12) It is inappropriate to apply ornamental architectural details and features that replicate a historic detail to a historic building without documentary evidence. It is also inappropriate to use details to create a false sense of history (Ex. Dentil moldings to a mill village house)

Wilmington

Masonry/Stone

In early Wilmington, where fire was a constant threat, brick was used for warehouses and commercial buildings beginning in the late eighteenth century. Brick was also used for street paving, for building structural and decorative walls, and for underpinnings, pathways and driveways within the historic districts. Stone ballast from overseas supplied the foundations for early houses. Beginning in the late nineteenth century, many of the commercial buildings had a stucco finish often with terra cotta details. Sandstone appears as trim and as applied ornament. Granite curbing is common throughout all the historic districts.

Suggested Repair and Maintenance

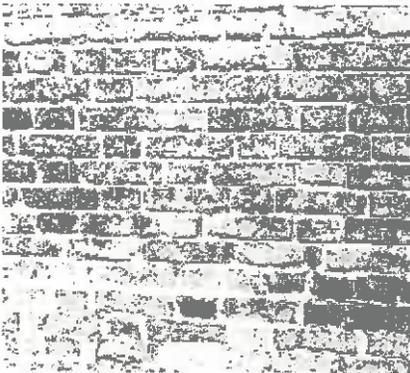
Ensure that water does not collect at the base of a masonry foundation or chimney. Surfaces should be inspected regularly for dirt build-up, moisture damage, deteriorated mortar joints and cracking. Cleaning is not recommended to reduce the effects of weathering but is acceptable to reduce accumulative deposits of "dirt." Heavily soiled masonry should be cleaned with low pressure water washing (500 pounds per sq. inch) and soft natural brushes. Care should be taken when cleaning sandstone or soft brick. If detergent is necessary check composition before use. Chemical cleaners are acceptable provided a spot test demonstrates the masonry material will not be adversely affected. Sandblasting should not be employed to clean masonry. It can heavily damage the hard fired exterior surface of bricks and the calcified mortar joints.

Mortar joints that deteriorate over time can allow the penetration of moisture to the interior of the structure. Repointing is necessary to correct the problem. All loose and deteriorated mortar needs to be raked out of the joint by hand and new mortar inserted. Old mortar should generally be removed to a minimum depth of one and one half times the width of the joint to ensure an adequate bond. Care must be taken to choose a mortar mix that matches the original in terms of composition, color, texture, strength, tooling width and appearance. Repointing with a mortar composed of a high Portland Cement mix is not recommended as this will often create a mortar that is stronger than the existing mortar and may cause the brick to spall. Repoint older bricks with a mortar no harder or softer than the original. Color match should be achieved with proper selection of sand, not color additives. The new mortar joint should match the original in appearance and profile.

A stone strengthener, water repellent or a combination of both may sometimes be used to preserve soft brick, sandstone and porous masonry.



A steep retaining wall on Orange Street, near Chandler's Wharf in the Residential Historic District (HD-R).



Early brickwork in the Downtown Commercial Historic District (HDO).

Masonry/Stone: Guidelines

- 1 Retain and preserve original and or historic masonry walls, foundations, and construction features including chimneys, arches, quoins, cornices, and pediments.
- 2 If replacement of deteriorated material is necessary, match the new materials to the original materials in composition, size, shape, color, pattern, and texture. It is not appropriate to use new masonry materials which were unavailable when the building was constructed.
- 3 Eliminate any forms of vegetation that may cause structural damage or prevent surface drainage.
- 4 It is not appropriate to apply paint or other coatings to unpainted masonry elements that are inferior quality and were never painted. Painted brick deteriorates rapidly.
- 5 It is not recommended to waterproof masonry as a substitute for repointing or repair. Water repellent coatings are permitted as they do not trap moisture. Sealants are prohibited.
- 6 Removal of paint from masonry surfaces is only recommended if the surface was not historically painted. Undertake removal only with a chemical paint remover specifically formulated for masonry. Always test the remover on an inconspicuous area or a test panel first.
- 7 It is not appropriate to use high-pressure cleaning methods such as sandblasting and waterblasting on historic masonry surfaces. Such cleaning techniques permanently damage the masonry surface and accelerate deterioration.



*Sandstone facing,
Masonic Building
17-21 North Front Street.*

MINUTES

WASHINGTON HISTORIC PRESERVATION COMMISSION

Regular Scheduled Meeting – Minutes

Tuesday, November 3, 2015

7:00 PM

Members Present

Geraldine McKinley Ed Hodges
Seth Shoneman Judi Hickson
Monica Ferrari

Members Absent

Mary Pat Musselman

Others Present

John Rodman, Director
Emily Rebert, Historic 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.

Seth Shoneman made a motion to accept the agenda. His motion was seconded by Judi Hickson. All voted in favor.

IV. Old Business – Major Works

1. Reconsideration of application which have been denied. Pat Griffin has asked that the Historic Preservation Commission reconsider his applications for Certificate of Appropriateness for vinyl windows on the front façade of the structure located at 315 & 319 West 2nd Street.

Ed Hodge read Rule 20 from the Washington Historic Preservation Commission Rules of Procedure. Mr. Rodman explained that the first thing that needed to happen was for a commission member to make a motion to allow Mr. Griffin to come forward and present new evidence. He explained that he can only present new evidence; he cannot rehash some of the

points that have already been discussed. Once he has done that the Commission must decide if the new evidence is substantial enough to warrant a new hearing.

Seth Shoneman made a motion to allow Mr. Griffin to present new evidence in support of his request for reconsideration. His motion was seconded by Judi Hickson. All voted in favor.

Mr. Griffin came forward and was sworn in. Mr. Rodman explained that Mr. Griffin is only asking the Commission to reconsider the windows, not the siding. Mr. Griffin explained that he is asking the Commission to reconsider the windows because they have approved the windows in previous years. Mr. Griffin listed off dates and addresses from the Commission's meeting minutes where the Commission had approved vinyl windows in the past. He stated that he would like to be treated the same way as they treated these cases in the past. Ed Hodges stated that he did not recall all of the addresses that Mr. Griffin listed but he did address the cases that he remembered. He stated that in most case the applicant came with pictures showing the disrepair of the windows. Mr. Hodges stated that if the windows were not repairable then the Commission had allowed replacement windows in the past. Mr. Hodges asked Mr. Griffin if he had pictures of his windows showing the condition. Mr. Griffin stated that he did not. Ms. Hickson asked if the windows were replaced on the other three sides. Mr. Griffin stated that they had been replaced.

Geraldine McKinley made a motion to rehear the application based on the new evidence with the stipulation that he uses the outside grids on the windows. Seth Shoneman seconded the motion and all voted in favor.

The Chairman opened the floor.

Don Stroud came forward and stated that he opposed this matter. Mr. Stroud also gave some explanation as to why the replacement windows were allowed that the addresses Mr. Griffin listed. Mr. Stroud stated that if they Commission allowed the request then they might as well take out the entire provision from the guidelines. Mr. Stroud stated that windows are significant architectural features of their homes and it is not the wood that they care so much about, it is the glass that is so important. He stated that windows need to be preserved and he felt that there was no new evidence presented that should change their decision.

Dee Congleton came forward and was sworn in. Ms. Congleton stated that John Wood from the SHIPPO office once stated that 95% of all wood windows can be repaired. She stated that she went and looked at the windows and they look repairable to her. She stated that the request should be denied.

Jerry Creech came forward and was sworn in. Mr. Creech stated that he himself had repaired and rebuilt windows for his own home. He explained that there is nothing about a wood window that cannot repaired. He stated that he does not like to see windows destroyed and

they are 90% better than any vinyl window you can buy. He stated that if the Commission gives the okay to this request and set the precedent tonight, it will all be over.

The Chairman closed the floor and the Commission discussed the request further. Ms. McKinley stated that her struggle is that there was no opposition when the windows were replaced that the other homes Mr. Griffin referred to. Seth Shoneman stated that over 80% of the windows have been replaced on each house. He stated that he is all about preserving historic homes, but he felt the ship had sailed on these two houses. He stated that he is in favor of allowing Mr. Griffin to replace the windows on the front just for consistency. He stated that if the Commission wanted to make a mark and say they wouldn't allow replacement windows have a certain date he would be okay with that as well. Mr. Hodges stated that originally the Commission told him that he could not replace the front windows, so he has known that from the get go.

Seth Shoneman made a motion to allow Mr. Griffin to replace the windows on the front façade of the two homes at 315 and 319 West 2nd Street with the mutttons on the exterior of the glass to match the windows already installed. Geraldine McKinley seconded the motion. The motion failed with at 2 to 3 vote with Ed Hodges, Judi Hickson, and Monica Ferrari voting against the motion.

Monica Ferrari made a motion to deny Mr. Griffin's request to replace the front façade windows with vinyl at 315 and 319 West 2nd Street. Her motion was seconded by Judi Hickson and the motion carried with a majority voted of 3 to 2 with Seth Shoneman and Geraldine McKinley voting in opposition.

V. Certificate of Appropriateness

A. Major Works

1. A request has been made by Mr. Richard Dwayne Godley for a Certificate of Appropriateness to construct a porch roof over the approved front porch on the front façade of the structure located at 323 North Bonner Street.

Mr. Gene Godley, representing Mr. Richard Godley, came forward and was sworn in. Mr. Godley stated that they would like to build a roof over the porch that was approved last month at the Commission meeting. Ms. Ferrari asked what color the metal roof would be. Mr. Griffin stated that they would like to match it with the existing roof that is brown and the columns will be painted to match the railings.

Judi Hickson made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Richard Godley to construct a porch roof on the front façade, located at 323 North Bonner Street. This motion is based on the following findings

of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 3.6 Porches and Entryways. Her motion was seconded by Monica Ferrari. All voted in favor and the motion carried.

2. A request has been made by Mr. Glenn Williams for a Certificate of Appropriateness to replace the existing transom and awning with copper material on the front façade of the structure located at 201 West Main Street.

Mr. Glen Williams came forward and was sworn in. Mr. Williams stated that the current façade is in disrepair and the awning needs to be repair. He stated that he did not felt that either one of the items had any historic significance. He stated that they would like to use something that is more water proof and longer lasting than wood. He stated that they wanted to replace the façade with 12" vertical copper panels that will have a similar design as the wood. He explained that they plan to coat it in order to maintain the copper color. And to compliment that they want to take the existing awning down and replace it with a copper awning of a similar size. He explained that the new awning would be more rectangular in shape.

Seth Shoneman made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Glenn Williams to renovate the front façade of the structure located at 201 West Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 3.7 Storefronts. The motion was seconded by Geraldine McKinley. All voted in favor.

3. A request has been made by Patricia Lewis and Lori Hardee for a Certificate of Appropriateness to install 278' of privacy fence in a majority of the rear yard of the structure located at 409 East 2nd Street. The fence will stepped in as to not be seen from the front of the house.

Patricia Lewis came forward and was sworn in. Ms. Lewis explained her request for a privacy fence in her back yard. She explained that it will be stepped in so that it would not be visible from the street. She explained that she would like the fence for security and privacy and to have a space for her dog. Judi Hickson asked if there was a reason why the fence needed to 6' and not 5'. Ms. Lewis stated that she would like it to be 6' so that no one could look over the fence and a 6' high fence is harder to scale. Monica Ferrari stated that she did not see a site plan or scaled elevation drawing submitted with the request. She stated that in the guidelines it states that these elements must be submitted with the application and an incomplete application will not be accepted. Mr. Hodges explained the location of the fence. Ms. Ferrari stated that in her option it was an incomplete application according to the guidelines.

Monica Ferrari made the following motion: I move that the Historic Preservation Commission deny a Certificate of Appropriateness to Ms. Pat Lewis to add a six foot high wooden privacy

fence to enclose the rear property yard located at 409 East Second Street. This motion is based on the following findings of act: the application is not congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 4.0 Streetscape and Site Design Section 4.6 Fences and Walls. Her motion was seconded by Judi Hickson. The motion failed with a 2 to 3 vote with Geraldine McKinley, Ed Hodges, and Seth Shoneman voting in opposition.

The Chairman opened the floor.

Dee Congleton came forward and stated that the Commission cannot approve the request without a site plan. She stated that it states in the guidelines that a site plan is required.

Don Stroud came forward and stated that he agreed with Ms. Congleton. He stated that those rules are there for a purpose. He stated that the Commission needs to follow their guidelines, so that their decisions do not have a reason to be challenged.

Monica Ferrari made a motion to continue the request with a complete site plan to next month. Judi Hickson seconded the motion. All voted in favor and the motion carried.

4. A request has been made by Mr. Calvin McLean for a Certificate of Appropriateness to install wood railings and spindles to the wheel chair ramp and landing on the structure located at 121 East 2nd Street.

Mr. McLean and Mona Pinner came forward and were sworn in. Ms. Pinner explained that the wheelchair ramp has probably been there for 10 years already and they just want to continue the work and make it safe and meet all the ADA requirements so it can be usable in the future. She explained that the railings would match the railings in the front on the house. She stated that the steps would also have railings identical to the railings in the front. She explained that they are required to have a 3 ½ inch gap between the rails. Monica Ferrari asked if the ramp was on the east side or the west side of the house. Ms. Pinner stated that it is on the west side of the house and goes to the back side of the house. She explained that there is about 15 ft. on the west side, but most is on the back of the house. Ed Hodges stated that they are just trying to comply with the ADA regulations for the wheelchair ramp.

Judi Hickson made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Calvin McLean to install a wood railing and spindles to the wheel chair ramp on the western side of the structure located at 121 East Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 3.5 Additions. Her motion was seconded by Seth Shoneman. All voted in favor.

Mr. McLean and Ms. Pinner then discussed their request for the condensing units listed under minor works. They stated that they do intend to put the condensing units on the east side on

the house so that they are not visible from the street. Mr. McLean explained the reasoning why a condensing unit could not be installed at the rear of the structure.

Mr. Stroud stated that applicants can not present amended application to the Commission without the adjoining property owners being contacted. He stated that the units should be placed on the west side or at the rear of the property. He stated that they should not be allowed to put them on the residential side (east side) of the house.

Ed Hodges asked if the application was being amended or if they are being asked to approve anything that has not been approved by staff. Mr. Rodman stated that there was some confusion and he thought that they had decided to change the location, but Mr. McLean stated that they have not and plan to put the units on the east side.. Monica Ferrari asked why the units couldn't be place in the rear. Mr. McLean stated that 8 years ago these same two units were approved for the same location. Mr. Hodges stated that what was approved 8 years ago is irrelevant. Mr. McLean then explained why putting the units at the rear would not work due to the line set that provides the refrigerate. He explained that these units are brand new units and are whisper quiet units. Mr. McLean stated that if they put the units on the west side they would be fully exposed to the parking lot and the line sets would have to be longer which causes less efficiency.

Ed Hodges stated that the application has not been changed and the Commission is not being asked to approve anything that has not already been approved by staff so there is no reason for any other conversation. Monica Ferrari quoted guideline 3.14.3 "Mechanical systems including utility meters and heating and air-conditioning equipment shall be located at the rear of a structure if feasible. Mechanical equipment which can be seen from the street must be screened with shrubbery or appropriate fencing." She stated that according to the guidelines he has two options the rear or the west side and screen it with shrubbery. Ed Hodges stated that Mr. McLean explained the reason why he felt it wasn't feasible to put them in the rear. The Commission then discussed the issue. Mr. McLean stated that he would screen the units and there is also existing shrubbery there. He again stated that the units if placed on the east side would not be visible from the street. Ms. McKinley stated that the Commission cannot start going through every HVAC unit request and stating that it can't be beside this house or it can't be beside that house. Mr. Hodges stated that he agreed with Monica but as much as he hated it the application is in compliance.

5. A request has been made by Mr. Chris McLendon for a Certificate of Appropriateness to renovate the damage to the front office façade using 3' x 6' white fiberglass and a 6' x 6' picture window with simulated grilles glass on the structure located at 131 North Market Street. The renovation will match the building at 248 West Main Street.

Don Stroud representing Mr. McLendon came forward and explained the request. He stated that he asked Mr. McLendon about a window with exterior mutttons and Mr. McLendon stated

that the windows have already been ordered and have arrived with the mutttons on the interior of the glass like Gary Wilson's building and others downtown, which was okayed by John Rodman. Ed Hodges stated that this is a large window and regardless of the mutttons anything will look better than what was there before. Mr. Stroud stated that the Commission has always treated first floor commercial windows differently than residential and upper stories.

Judi Hickson made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Chris McLendon to renovate the front façade of the structure located at 131 North Market Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 3.4 Windows and Doors.

B. Minor Works

1. A request has been made approved by staff for a Certificate of Appropriateness for Teriann Scarantino to remove a dead and decaying Pecan tree located in the rear yard of 216 Fleming Street.
2. A request has been made and approved by staff for a Certificate of Appropriateness for Mr. Leland Hill representing the First Christian Church to add small landscaping and repair the front porch railing with like material on the structure located at 120 North Academy Street.
3. A request has been made and approved by staff for a Certificate of Appropriateness for Mr. William Cochran to repair and replace windows with like materials and replace siding with same material on the structure located at 218 North Bonner Street.
4. A request has been made and approved by staff for a Certificate of Appropriateness for Metropolitan AME Zion Church to remove and replace the existing sign located at the front of the church at 102 West Marin Luther King Jr. Drive.
5. A request has been made and approved by staff for a Certificate of Appropriateness for Mr. Don Perkins to add anew gutters to the front porch on the house located at 402 East 2nd Street.
6. A request has been made and approved by staff for a Certificate of Appropriateness for Beaufort County to: 1) wash and clean the exterior brick 2) repoint damaged brick and replace mortar rand 3) use waterproof sealer on the buildings located at 210 North Market Street (Sheriff's Dept.)
7. A request has been made and approved by staff for a Certificate of Appropriateness for Mr. Calvin McLean to add 2 condensing units on the east side of the house located at 121 East 2nd Street. The units are not visible from the street.

Geraldine McKinley made a motion to approve all the minor works. Seth Shoneman seconded the motion. The motion passed with a majority vote with Monica Ferrari voting against the request and Judi Hickson abstaining.

VI. Other Business

Judi Hickson stated that she would like the Commission to revisit the Fence guideline vote from last month. She stated that she would like to see the agreed upon fence guidelines passed onto the City Council. She stated that she feels it deserves a hearing.

Judi Hickson made a motion that the current fence guidelines be sent to the City Council for their consideration. Monica Ferrari seconded the motion. All voted in favor and the motion carried.

1. Design Guidelines – Masonry Products

Emily Rebert came forward and presented some updates that she felt should be made to the design guidelines in reference to masonry products specifically Chapter 3 Section 2. It was decided that the Commission review the information and make a decision at their next month's meeting.

VII. Approval of Minutes – October 6, 2015

Monica Ferrari made a motion to approve the minutes. Her motion was seconded by Seth Shoneman. All voted in favor.

VIII. Adjourn

There being no other business the meeting was adjourned.