

WASHINGTON HISTORIC PRESERVATION COMMISSION
Regular Scheduled Meeting - Agenda
Tuesday May 6, 2014
7:00 PM

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

- IV. Old Business**
Old East Second Street Demolition

- V. Major Works, Certificate of Appropriateness**

- A. Major Works**

1. A request has been made by the owner of 239 Martin Luther King Jr. Drive to construct a screen porch on the rear of the property.
2. A Request has been made by the owner of 720 West Main Street to install a 4 foot fence on western façade of the property and a 6 foot privacy fence at the rear of the property.
3. A request has been made by the owner of 219 East Main Street to install a 5 foot high fence on the driveway of the property.
4. A request has been made by the owner of 226 N. Harvey Street to install a new metal roof on the property.

- Minor Works**

1. A request has been made by the owner at 310 West Main Street to change out their split heating system.
2. A request has been made by the owner at 303 East Main Street to install an outdoor tankless water heater on side of the house.
3. A request has been made by the owner of 713 West Main Street to change out a second story split system to match existing.
4. A request has been made by the owner of 720 West Main Street to install storm windows on the property.
5. A request has been made by the owner of 303 East Main Street to change out the air conditioning and furnace unit. New will be same as existing.

- VII. Other Business**
Petition from Harvey Street Residents

- VII. Approval of Minutes – April 1, 2014**

- VIII. Adjourn**

OLD BUSINESS

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: 617 Old East 2nd St

Historic Property/Name (if applicable): _____

Owner's Name: _____

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

Brief Description of Work to be Done:
Demolition due to Flooding

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

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 Withdrawn	_____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

(Name of Applicant - type or print)

(Mailing Address) (Zip Code)

(Date) (Daytime Phone Number)

(Signature of Applicant)

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

(Minor Work Auth. Sig.) (Date)

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

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Jennifer Brennan, Planning & Development

Re: Beaufort County has submitted a request to demolish the building at 617 Old East Second Street.

A request has been made by Beaufort County for a Certificate of Appropriateness to demolish the house located at 617 Old East Second 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

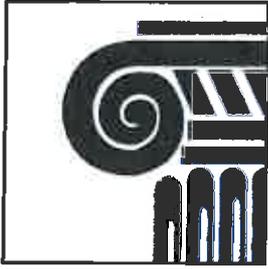
I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Beaufort County to demolish the house located at 167 Old East Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 6.0 Demolition**.

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Beaufort County to demolish the house located at 167 Old 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 **Section 6.0 Demolition**. I further move that the Historic Preservation Commission **place the following conditions** on the approval:

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Beaufort County to demolish the house located at 167 Old 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 **Section 6.0 Demolition**.



CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 617 Old East Second 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 county to demolish the house located at 617 Old East Second Street.

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 May 6, 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,

A handwritten signature in cursive script that reads "Jennifer Brennan".

Jennifer Brennan

Community Development Planner

252-946-0897

jbrennan@washingtontnc.gov

Adjoining Property Owners: 617 Old East Second Street

- Edward Irvine
613 Old East Second Street
Washington, NC 27889
- Ginger Newbold
612 East Main Street
Washington, NC 27889
- Jayne Wall
111 S. Reed Street
Washington, NC 27889
- Deanna Burleson
116 Charlotte Street
Washington, NC 27889
- Karen Kutchera
118 Charlotte Street
Washington, NC 27889
- Cecil Campbell
5064 Slatestone Rd.
Washington, NC 27889
- Jessie Respass
601 East Second Street
Washington, NC 27889
- Eric Green
610 East Main Street
Washington, NC 27889
- Sharon Owen
622 East Main Street
Washington, NC 27889
- Hunter Gibbs
120 Charlotte Street
Washington, NC 27889

- **Caroline Case**
124 Charlotte Street
Washington, NC 27889
- **Emma Young Martin**
617 East Second Street
Washington, NC 27889
- **Elsie Spencer**
615 East Second Street
Washington, NC 27889

Jennifer Brennan

From: Wood, John <john.p.wood@ncdcr.gov>
Sent: Monday, April 07, 2014 3:26 PM
To: Jennifer Brennan
Subject: FW: 617 Old East Second Street, Washington, Beaufort County

John P. Wood

Preservation/Restoration Specialist
N.C. State Historic Preservation Office
<http://www.hpo.ncdcr.gov>
Phone: (252) 830-6580, extension 225 Fax (252) 830-6583

**This message does not necessarily represent the policy of the N.C. Department of Cultural Resources

** E-mail messages to and from me, in connection with the transaction of public business, are subject to the North Carolina Public Records Law and may be monitored and/or disclosed to third parties.

From: Wood, John
Sent: Wednesday, April 02, 2014 11:32 AM
To: 'Jennifer Brennan'
Subject: FW: 617 Old East Second Street, Washington, Beaufort County

John P. Wood

Preservation/Restoration Specialist
N.C. State Historic Preservation Office
<http://www.hpo.ncdcr.gov>
Phone: (252) 830-6580, extension 225 Fax (252) 830-6583

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From: Wood, John
Sent: Monday, March 24, 2014 1:51 PM
To: 'Jennifer Brennan'
Subject: 617 Old East Second Street, Washington, Beaufort County

Hi Jennifer,

Per our telephone conversation, here is some background history on the house at 617 Old East Second Street:

Located on the south side of Old East Second Street, the house at 617 Old East Second Street is a very simple two-story, two-bay, double pile, side-hall plan frame dwelling situated on a brick pier foundation. The central interior brick chimney serves back-to-back fireplaces on each floor. An original one-story kitchen dining wing

is attached to the rear elevation. The two-story portion of the house retains a high degree of historic integrity. On the interior the original mantles, doors, trim work, claw-foot bath tub, stairs, stair balustrade and newels remain. On the exterior original porch features, siding, trim, cornice, and windows remain. The interior of the one-story portion of the house has been altered with the addition of modern kitchen and utility room spaces and finishes. The exterior of the one-story portion of the house has also been altered with changes to the fenestration and some areas of later wooden siding.

The house was constructed between February 1911 and August 1916. It appears that the house may have been built as a rental property. In 1920 the house was rented by Thomas Hagler, a telegraph lineman, and his wife and young son. Sharing the house with the Haglers were boarders Kenneth Carroll, a telegraph operator, and his wife.

Over the years the house was occupied by a series of tenants. By 1937 the house was occupied by Richard C. Meekins, a route salesman for a local soft drink company, his wife and two sons. By 1948 the house was occupied by W. Bennie Waters, a salesman at Thomas & Howard Company Wholesale Grocers, his wife and two sons.

As you know, on March 12, 2014 I met on site with Chris Crew of the Division of Emergency Management; two representatives from the county; John Rodman from the City Planning Dept.; the City building inspector; and the owner. Chris and I crawled under the house. We did note termite damage in one corner of the east and rear sills and the floor joists were undersized give the span. There is also some differential settlement. Some of the joists had failed at the ends, but nothing that would not be repairable.

The outcome of the on-site meeting is that Chris's group will work with the county to process the owner's application and get him out of the property. The county will take possession. The SHPO can get in and document it one the county owns it. The county will (and apparently has) submit an application to the HPC for a COA to demolish the building (Chris may attend the HPC meeting). The county and Chris's group will stay the demolition for a year to allow us to work worth a preservation organization(s) and the city planning staff to attempt to market the property for relocation (Chris did note a vacant lot for sale nearby). If a new owner is not found after a year's time, the county will work with the city and a local preservation group (and us if need be) to salvage architectural elements that could be used for other projects.

I have attached several exterior photographs in case you need them.

Please keep me posted on the outcome of the HPC meeting when they hear this application. Let's hope we can save another one!

Thanks,

John

John P. Wood

Preservation/Restoration Specialist
N.C. State Historic Preservation Office

<http://www.hpo.ncdcr.gov>

Phone: (252) 830-6580, extension 225 Fax (252) 830-6583

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MAJOR WORKS

Ms. Tracey Midgett

239 Martin Luther King Jr. Dr.

Construct new deck

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: 239 Martin Luther King Jr. Dr.

Historic Property/Name (if applicable):

Owner's Name: Tracey Midgette

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

Brief Description of Work to be Done:

Building on Deck

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

Tracey Midgette
(Name of Applicant - type or print)

239 Martin Luther King Jr. Dr. S
(Mailing Address) (Zip Code)

3-31-14 (Date) (252) 947-0010 (Daytime Phone Number)

Tracey Midgette
(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.

BUILDING PERMIT APPLICATION

CITY OF WASHINGTON INSPECTION DEPT.

252-975-9334 252-975-9304 252-975-9352

Date 3-31-14

Permit # _____

Job Address 239 Martin Luther King Jr. Dr.

Owner Name Tracey Midgette Ph.# (252) 947-0010

Building Use Deck Contract Cost _____

Building Contractor Charmen Latise Ph.# _____ Lic.# _____

Heated Sqft. _____ Unheated Sqft. _____ Porch/Deck Sqft. 15 x 25

Description of Work Building Deck

Permit expires if work or construction is not begun within 6 months, or if construction or work is suspended or stopped for a period of 12 months. I affirm that all information on this document is true and correct to the best of my knowledge and that I will complete all work, call for all inspections in a timely manner and comply with all requirements of local, state and federal codes.

Signed Tracey Midgette Date 3-31-14

OFFICE USE

Flood Zone _____ UFE _____ Panel Number _____

Zoning District: City _____ EFJ _____ Washington Park _____

Comments _____

Signed _____ Date _____

Permit Fee _____ Homeowner Recovery Fee _____

Tracey L. Midgette
239 E. Martin Luther King Jr Dr
Washington, NC 27889
April 18, 2014

City of Washington
Building Inspector
Washington, NC 27889

Subject: Building Proposal

To Whom It May Concern:

I, Tracey Midgette, plan to build a screened in deck measured 15" by 25" inches added to the back of my house. This addition will not interfere with the historical site of my property.

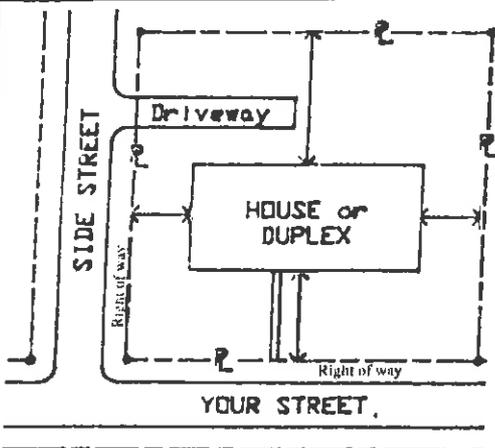
Sincerely,

Tracey Midgette
Owner

→ Shed roof off the
rear

**PLOT PLAN FOR PERMIT APPLICATION
ONE/TWO FAMILY, MODULAR, MOBILE HOME OR ACCESSORY USE**

LOCATION
 STREET # 239 (N,S,E,W) E STREET NAME Martin Luther King JR. DR. (AVE., RD., ST., etc.)
 WASHINGTON ETJ WASHINGTON PARK WHICHARD'S BEACH RD - CHOCOWINITY
 PROPERTY OWNER'S NAME Tracy Middleton
 TAX PARCEL # _____ ZONE _____ TELEPHONE # 252-947-0010

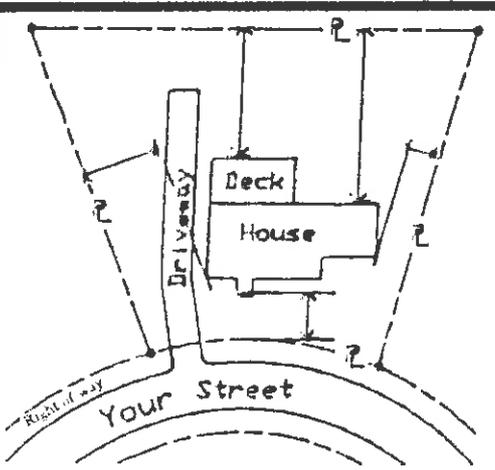
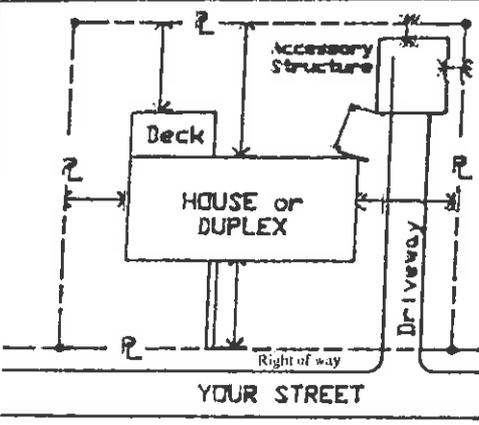


-INSTRUCTIONS-

In the space provided below, draw plot plan as neatly and accurately as possible, to scale, from survey if possible.

1. Draw street(s).
2. Draw property lines with dimensions.
3. Draw proposed and existing buildings showing any attached porch(es), deck(s), chimney(s), carport(s); or garage(s), etc...
4. Show distances of buildings from property lines or other structures.
5. Separate building permit application and plot plan required for each building.

-PLOT PLAN-



EXAMPLE / PLOT PLAN

ALL EXISTING AND PROPOSED BUILDING(S) ON LOT ARE SHOWN WITH MEASUREMENTS INDICATED

Tracy Middleton 3-31-14 Tracy Middleton
 APPLICANT'S SIGNATURE DATE PRINT APPLICANT'S NAME

CITY OF WASHINGTON INSPECTION DEPT.
 622 East 2nd Street / Washington, North Carolina 27889

ZONING QUESTIONS 252-975-9384
 BUILDING QUESTIONS 252-975-9383

APPROVED BY	DATE

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Jennifer Brennan, Planning & Development

Re: The owner of 239 Martin Luther King Jr. Drive has submitted a request to construct a deck at the rear of the property.

A request has been made by Tracey Midgette to construct a new deck at the rear of the property located at 239 Martin Luther King Junior Drive. 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. Midgette to construct a new deck at the rear of the property at 239 Martin Luther King Junior Drive. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 5.4 Construction of New Decks.**

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Ms. Midgette to construct a new deck at the rear of the property at 239 Martin Luther King Junior Drive. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 5.4 Construction of New Decks.** I further move that the Historic Preservation Commission **place the following conditions** on the approval:

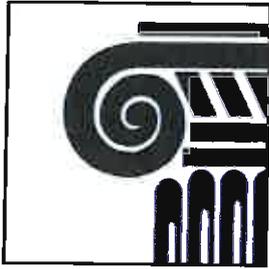
Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Ms. Midgette to construct a new deck at the rear of the property at 239 Martin Luther King Junior Drive. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 5.4 Construction of New Decks.**









CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 239 Martin Luther King Junior Dr.

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 239 Martin Luther King Junior Drive to construct a screen porch on the rear of the property.

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 May 6, 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,

A handwritten signature in cursive script that reads "Jennifer Brennan".

Jennifer Brennan

Community Development Planner

252-946-0897

jbrennan@washingtontnc.gov

Adjoining Property Owners: 239 Martin Luther King Jr. Drive

- **Sudie Keys Heirs**
231 East Martin Luther King Jr. Drive
Washington, NC 27889
- **Caroline Cutler**
1912 Bingham Court
Myrtle Beach, SC 29588
- **William Booth**
217 East Martin Luther King Jr. Drive
Washington, NC 27889
- **Doris White**
334 N. Harvey Street
Washington, NC 27889
- **Steven Fuchs**
125 Honey Pod Farm Road
Washington, NC 27889
- **Loretta-Keys**
320 N. Harvey Street
Washington, NC 27889
- **Louis Faye, Sr.**
318 N. Harvey Street
Washington, NC 27889

Mr. Ray Farman

720 West Main Street

**Install 4 Foot Side Yard Fence and 6 Foot
Rear 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: 720 West Main Street

Historic Property/Name (if applicable): _____

Owner's Name: Ray Farmer

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

Brief Description of Work to be Done:

Add 4 FT "Dog Ear" Fence (Per Picture) 1-Side
(left side)

Add 6 FT "Dog Ear" Privacy Fence Across Back

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)

Ray Farmer
(Name of Applicant - type or print)

1803 Reidsford Road Chatham NC 28328
(Mailing Address) (Zip Code)

4-11-2014 910-337-0706
(Date) (Daytime Phone Number)

Ray Farmer
(Signature of Applicant)

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

(Minor Work Auth. Sig.) (Date)

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







REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Jennifer Brennan, Planning & Development

Re: The owner of 720 West Main Street has submitted a request to install a fence at the rear of the property.

A request has been made by Ray Farman to install a fence at the side and rear of the property located at 720 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

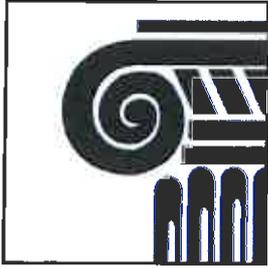
I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mr. Farman to install a new fence at the rear of the property located at 720 West Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 4.6 Streetscape and Site Design – Fences and Walls**.

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mr. Farman to install a new fence at the rear of the property located at 720 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 4.6 Streetscape and Site Design- 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 **grant a Certificate of Appropriateness** to Mr. Farman to install a new fence at the rear of the property located at 720 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 4.6 Streetscape and Site Design – Fences and Walls**.



CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 720 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 720 West Main Street to install a fence in the rear 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 May 6, 2014

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

Time: 7:00 PM

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

Sincerely,

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

Adjoining Property Owners: 720 West Main Street

- **Gilbert-Davis**
735 West Second Street
Washington, NC 27889
- **Henry Stephenson**
203 Aldersgate Ct.
Greenville, NC 27858
- **Christopher Collier**
214 Washington Street
Washington, NC 27889
- **Sadie Fowle**
722 W. Main Street
Washington, NC 27889
- **Michael Lobos**
316 Sunnyside Drive
Washington, NC 27889
- **Walter Melton**
729 W. Second Street
Washington, NC 27889
- **Margaret Hope**
725 West Second Street
Washington, NC 27889
- **Robert Martin**
721 West Second Street
Washington, NC 27889
- **Robert Dedrick**
717 West Second Street
Washington, NC 27889
- **Clyle Swanner**
731 West Second Street
Washington, NC 27889



ADDRESS: 720 W. Main Street

TAX PARCEL NUMBER: 5675-59-7546

CONTRIBUTING: Yes

CONTRIBUTING NUMBER: 11 **NON-CONTRIBUTING NUMBER:**

CURRENT OWNER: John Exum

FLOOD ZONE: No

SQUARE FOOTAGE OF STRUCTURE: 2034

WINDOW STYLE: upstairs: 4/1 downstairs: same

DOOR STYLE:

ROOF MATERIAL: Asphalt Shingle

DESCRIPTION: 1 ½ story early 20th century frame house 1920s type porch with porte-cochere.

OTHER FEATURES: (i.e. fences, accessory building, etc.):

Mrs. Elizabeth Sweatland

219 East Main Street

**Construct 12 Foot Automatic Gate Across
Driveway**

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: 219 East Main Street

Historic Property/Name (if applicable): Capt. James E. Clark (1891)

Owner's Name: Elizabeth Sweatland

Lot Size: 56 feet by 136.17 feet.
(width) (depth)

Brief Description of Work to be Done:

Gate in Driveway — 12 ft wide
5 ft high @ Automatic opener
highest part w/ scalloped top
with period style black
hardware

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

Elizabeth Sweatland
(Name of Applicant - type or print)

219 East Main St. 27885
(Mailing Address) (Zip Code)

4/23/14 (252) 975-0340
(Date) (Daytime Phone Number)

Elizabeth Sweatland
(Signature of Applicant)

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

(Minor Work Auth. Sig.) (Date)

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





REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Jennifer Brennan, Planning & Development

Re: The owner of 219 East Main Street has submitted a request to install a new gate across the front of the driveway.

A request has been made by Elizabeth Sweatland to install a new gate across the front of the driveway of the property located at 219 East 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

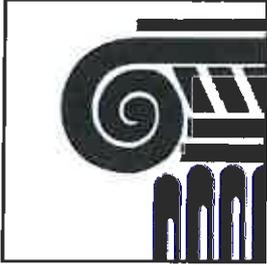
I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mrs. Sweatland to install a new gate at the driveway of the property located at 219 East Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 4.6 Streetscape and Site Design – Fences and Walls**.

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mrs. Sweatland to install a new gate at the driveway of the property located at 219 East 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 4.6 Streetscape and Site Design- 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 **grant a Certificate of Appropriateness** to Mrs. Sweatland to install a new gate at the driveway of the property located at 219 East 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 4.6 Streetscape and Site Design – Fences and Walls**.



CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 219 East 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 219 East Main Street to install a privacy fence on the property.

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 May 6, 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,

A handwritten signature in black ink that reads "Jennifer Brennan".

Jennifer Brennan

Community Development Planner

252-946-0897

jbrennan@washingtonnc.gov

Adjoining Property Owners: 219 East Main Street

- Vickie Dotson
620 Duck Creek Road
Washington, NC 27889

- Mary Fleming
31 Evanshire Dr.
Fredericksburg, VA 22406

- PJNB LLC
PO Box 267
Manteo, NC 27954

- Susan and David Connard Family Trust
226 East Main Street
Washington, NC 27889

- Dee Congleton
210 Water Street
Washington, NC 27889

- Richard Hodges
1537 Craig Street
Greenville, NC 27834

- EJJ Land Trust
202 West Second Street
Bound Brook, NJ 28805

- Douglas Biddle
225 East Main Street
Washington, NC 27889

- Rebecca Franks
211 East Main Street
Washington, NC 27889

- Betty Lou Ingalls
PO Box 67
Washington, NC 27889

- Herman Gaskins
PO Box 933
Washington, NC 27889

- William Toller
224 East Water Street



ADDRESS: 219 E Main St

TAX PARCEL NUMBER: 5675-97-1455

CONTRIBUTING: Yes

CONTRIBUTING NUMBER: 148 **NON-CONTRIBUTING NUMBER:**

CURRENT OWNER: Terry K and Elizabeth Sweatland

FLOOD ZONE: Yes

SQUARE FOOTAGE OF STRUCTURE: 1560

WINDOW STYLE: N/A Downstairs: 6/6

DOOR STYLE:

ROOF MATERIAL: Tin

DESCRIPTION: James E. Clark House. 1 story frame house with bracketed cornice, diagonal sheathing under porch, remodeled porch. Built between 1885-1891.

OTHER FEATURES: (i.e. fences, accessory buildings, etc.): Garage- 22 x 22

Ms. Paulette Snow

226 North Harvey Street

**Install New Metal Roof Over Existing
Asphalt Roof**

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

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

Please use Black Ink

Street Address of Property: 226 North Harvey St.

Historic Property/Name (if applicable): _____

Owner's Name: Paulette S. Snow

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

Brief Description of Work to be Done:

Asphalt roof to metal roof

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)

Paulette S. Snow
(Name of Applicant - type or print)

226 N Harvey St 27889
(Mailing Address) (Zip Code)

4/2/14 252-814-1895
(Date) (Daytime Phone Number)

Paulette S. Snow
(Signature of Applicant)

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

(Minor Work Auth. Sig.) (Date)

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

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Jennifer Brennan, Planning & Development

Re: The owner of 226 North Harvey Street has submitted a request to install a new metal roof on the property.

A request has been made by Paulette Snow to install a new metal roof on the property located at 226 North Harvey 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. Snow to install a new metal roof on the property located at 226 North Harvey Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.1 Changes to Existing Buildings - Roofs**.

Or

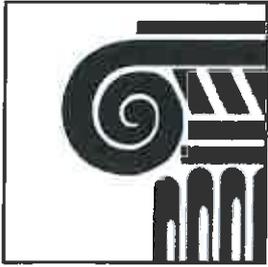
I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Ms. Snow to install a new metal roof on the property located at 226 North Harvey Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.1 Changes to Existing Buildings - Roofs**. I further move that the Historic Preservation Commission **place the following conditions** on the approval:

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Ms. Snow to install a new metal roof on the property located at 226 North Harvey Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.1 Changes to Existing Buildings - Roofs**







CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 226 North Harvey 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 226 North Harvey Street to install a new metal roof on the property.

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 May 6, 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,

A handwritten signature in cursive script that reads "Jennifer Brennan".

Jennifer Brennan

Community Development Planner

252-946-0897

jbrennan@washingtontnc.gov

Adjoining Property Owners: 226 North Harvey Street

- Theresa Nielson
3678 Oakwood Dr.
Longmont, CO 80503
- Ragalia Properties
2606 Worthington-Warren Road
Stokes, NC 27884
- Alton Lassiter
224 N. Harvey Street
Washington, NC 27889
- Dianna Norman
214 N. Harvey Street
Washington, NC 27889
- Beaufort County Association for Blind and Vision Impaired
219 N. Harvey Street
Washington, NC 27889
- Evelyn Dickerson
109 W. 13th Street
Washington, NC 27889



ADDRESS: 226 N Harvey Street

TAX PARCEL NUMBER: 5675-98-9105

CONTRIBUTING: Yes

CONTRIBUTING NUMBER: 566 **NON-CONTRIBUTING NUMBER:**

CURRENT OWNER: Paulette Snow Trust

FLOOD ZONE: Yes

SQUARE FOOTAGE OF STRUCTURE: 1848

WINDOW STYLE: upstairs: 2/2 downstairs: 6/1

DOOR STYLE:

ROOF MATERIAL: Tin

DESCRIPTION: 1 Story early 20th Century front gable house.

OTHER FEATURES: (i.e. fences, accessory building, etc.):

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: 303 E Main St. Washington

Historic Property/Name (if applicable): Thomas House

Owner's Name: Bob Gorard

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

Brief Description of Work to be Done:

Change out 2 ton A/C + Gas Furnace
Scene as Existing.

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)

Roberson Heating & Air Inc.
(Name of Applicant - type or print)

14698 US Hwy 101 W. Wake 27882
(Mailing Address) (Zip Code)

4-10-14 252-792-3006
(Date) (Daytime Phone Number)

Clarence Roberson
(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)

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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: SID WEST MAIN STREET

Historic Property/Name (if applicable): PETERSON BUILDING

Owner's Name: _____

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

Brief Description of Work to be Done:
CHANGE OUT SPLIT SYSTEM

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.

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

Roberson Heating & Air
(Name of Applicant - type or print)

(Mailing Address) (Zip Code)

(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)

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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: 713 W. Main st. Washington

Historic Property/Name (if applicable): J.K. Hayt.

Owner's Name: Fred Scales

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

Brief Description of Work to be Done:

Change out 2nd story Split System same as is present now.

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.

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(Date Received)	(Initials)
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<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

Roberson's Heating & Air
(Name of Applicant - type or print)

14698 Hwy 64 Williamsboro NC 27892
(Mailing Address) (Zip Code)

4-7-14 252-792-3006
(Date) (Daytime Phone Number)

Olona Roberson, Pam Burboys
(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)

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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: 720 West Main Street

Historic Property/Name (if applicable): _____

Owner's Name: Ray Farmer

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

Brief Description of Work to be Done:

Add Storm Windows (model / Two Track C-20 by Comfort Built

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)

Ray Farmer
(Name of Applicant - type or print)

1903 Reedford Road Clinton NC 28329
(Mailing Address) (Zip Code)

4-11-2014 910-337-0706
(Date) (Daytime Phone Number)

Ray Farmer
(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)

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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: 303 East Main Street

Historic Property/Name (if applicable): _____

Owner's Name: Bob Gerrard

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

Brief Description of Work to be Done:
Install outdoor Tankless Water Heater on side
of house beside gas pack

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)

Marc Coidan
(Name of Applicant - type or print)

207 Channel Run 27839
(Mailing Address) (Zip Code)

3-26-14 945 0580
(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)

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OTHER BUSINESS

113 South Harvey Street

Washington, NC 27889

7th April 2014

Mr. Brian Alligood, City Manager

Washington City Hall

Washington, NC 27889

Re: exposing historic brick street on Harvey Street

Dear Mr. Alligood,

There has been discussion among a number of residents of the historic district about seeking to expose the historic brick street surfaces under the asphalt on some of the side streets in the historic district, to enhance the beauty and historic charm of our neighborhoods. Those of us on the 100 block of South Harvey Street would like to see our block used as a test of this concept.

Attached is a petition seeking to expose the brick street surface on the 100 block of South Harvey Street, which is signed by all residents of that block, including all property owners of lots with driveways on that street.

We would suggest a number of ways to accomplish this. The quickest would be to seek a grant for that purpose. The city could also wait until the next time the street is scheduled to be resurfaced and use the funds for asphalt removal instead of resurfacing. Since some of the brick is already coming through, the longest process would be to just let that continue. There seems to only be about one quarter to one half inch of asphalt on top of the brick, so it should not be difficult to remove. In the interim, we certainly do NOT want to see new asphalt applied where the brick is showing through as this would only make a later removal more difficult.

We submit this request to the Historic Preservation Commission for their recommendation, and to the appropriate agencies of city government,

Sincerely,



Steven Rader

For the South Harvey Street residents

Cc: Historic District Commission, John Rodman, Alan Lewis

PETITION TO EXPOSE THE BRICK STREET ON SOUTH HARVEY STREET IN WASHINGTON

The undersigned being owners and residents of properties abutting South Harvey Street and having driveways opening off of South Harvey Street seek to beautify and enhance the historic character of our Street by asking the City of Washington to remove the thin layer of asphalt and expose the original brick street underneath for use as the street surface.

<u>Name</u>	<u>Address</u>
Victoria Robinsky-Rader	113 S. Harvey Street.
Steven P. Rader	113 S. Harvey Street
Jarvis A. Auld	303 E. Main St (CORNER OF S. HARVEY + MAIN)
Robert Auld	303 E Main St
MARVIN MASON	119 S HARVEY ST
Geneva Haveli	119 S HARVEY ST
Charlotte Mason	119 S Harvey St
Art Zalk	110 S. HARVEY
Judith R. Rader	113 S. Harvey St.
Arma L. Auld	122 S. Harvey St
Jackie Lyndae	110 S. Harvey
John E. Moseley	243 E. Main St. (CORNER OF S. HARVEY + MAIN)
Sherry L. Moseley	243 E. Main St.

MINUTES

WASHINGTON HISTORIC PRESERVATION COMMISSION
Regular Scheduled Meeting – Minutes
Tuesday April 1, 2014
7:00 PM

Members Present

Geri McKinley Judi Hickson
Ed Hodges Seth Shoneman
Victoria Rader

Members Absent

Jerry Creech
Picott Harrington

Others Present

Jennifer Brennan, Community Development Planner
John Rodman, Community and Cultural Services Director
Jessica Green, Administrative Support

I. Opening of the meeting

The Chairman called the meeting to order.

II. Invocation

A moment of silence was taken.

III. Roll Call

A silent roll call was taken by staff.

Judi Hickson made a motion to accept the amended agenda. Her motion was seconded by Geri McKinley. All voted in favor and the motion carried.

IV. Old Business

V. Major Works, Certificate of Appropriateness

A. Major Works

1. A request has been made by Beaufort County to demolish the home located at 617 Old East Second Street.

John Rodman came forward. He explained that FEMA has been in the business of elevating homes that are in the flood hazard areas or acquiring property. He stated that this application to FEMA came through the County, but they included the City of Washington. He explained that with this particular application they were originally trying to elevate the home. Mr. Rodman stated that they did a cost analysis of what it would cost to elevate the house above the flood hazard or base flood elevation, to see if it was feasible. After looking at the house's foundation and some of the elements under the house it was determined by the applicant that it was not feasible enough to elevate the structure. Mr. Rodman stated that the cost analysis came to \$106,000 to elevate the house. He stated that he met with the Building Inspection, the FEMA representative, John Wood from the State Historic Office, and the gentleman who did the cost analysis at the house. He stated that the FEMA representative and John Wood actually went under the house to make sure the cost analysis was fairly correct. Mr. Rodman stated that staff was expecting some comments from John Wood, but did not receive those. He explained that FEMA does not feel it is feasible to elevate the house, so they are interested in acquiring the property and demolishing the structure to be in compliance with the Hazard Mitigation Plan. The property would then become FEMA property and it will always remain vacant. Mr. Rodman stated that the property owner does get compensated for the property. Mr. Hodges asked how the property owners felt about the situation. Mr. Rodman stated that the owner stated that he would like to repair the structure but he just doesn't have the funds to do so. Geri McKinley stated that the house had been on the market for \$49,000.

Mr. Rodman explained that the Commission always has the option to delay demolition for up to 365 days. He stated that he would not particularly advise the Commission to delay demolition for the 365 day max. He stated that a better option would be to delay it for 3 months or so to see if they can try and find a buyer. Mr. Rodman stated that he didn't think a buyer would come forward because the house is in such poor condition and the house would have to be moved. The Commission stated its reluctance in tearing down another historic house. Seth Shoneman stated that he was interested in what John Wood from the state office has to say about the request. Mr. Rodman stated that staff anticipated information from him, but they did not receive it. The Commission discussed delaying the decision in order to receive Mr. Wood's comments. Ms. Brennan stated that when she spoke with Mr. Wood over the phone he did say that Preservation North Carolina would work with the state in order to potentially find a buyer. Mr. Rodman stated that FEMA will not elevate the home at the cost, so any buyer would have to elevate the house at their own cost and he doesn't feel anyone will be interested in putting that amount of money into the elevation. He stated that what they could hope for is for someone to purchase the house and move it and he doesn't know if that is a good idea either. Ms. Hickson stated that the report shows the house may not survive a move.

The Chairman then opened the floor.

Steve Rader came forward. He spoke about his concern with so many people coming forward who wish to tear down historic houses. He pointed out that the house is a contributing

structure and stressed his outrage of FEMA taking this action in a Nationally Registered Historic District. He urged the Commission to continue the item for 30 days so that they could get John Wood's comments and then delay it for the 12 months after that. He stated that he didn't want the Commission to start a precedent of tearing down houses for FEMA because there is a lot of the historic district that is in the flood zone. He stated that they do not want FEMA to come down and start tearing down a bunch of house in the district. Mr. Rader encouraged the Commission to delay the demolition and to take steps to find a potential buyer. He stated that he felt every step should be taken to avoid demolition.

Ms. Dee Congleton came forward and was sworn in. She stated that she concurred with everything Mr. Rader stated. She then spoke about advertising the property and maybe finding a buyer.

The Chairman closed the floor and the Commission discussed the request further.

Victoria Rader made the following motion: I move that the Historic Preservation Commission continue the request until the next meeting. Her motion was seconded by Judi Hickson. All voted in favor and the motion carried.

2. A request has been made by the owner of 133 and 135 West Main Street to replace the windows on the front façade.

Mr. William Hardison came forward and was sworn in. He spoke about the large cost to replace the windows with wood and the burden of finding someone who could make the windows. He asked the Commission to allow them to replace the windows with vinyl. He explained that the only the thing that would be vinyl is the window sash, the trim of the window would still be wood. He stated that the windows would look like the original windows when finished. Mr. Hardison and the Commission discussed the price estimates for the wood windows. Mr. Hardison stated that there are 9 windows in total on the front that need to be replaced. Mr. Ed Hodges stated that the Guidelines stated that wooden windows should be replaced with wooden windows. Mr. Hardison stated that many of the commercial buildings down Main Street have vinyl on their second floor windows. He explained that once the windows are painted you will not be able to tell the difference. Victoria Rader then referenced section 3.4.3 of the guidelines. Ms. Hickson stated that she understands the guidelines and that it is what the Commission states for, but when it is not physically or monetarily responsible she doesn't understand why the Commission should sit on the Guidelines and say they cannot, in this case, entertain the thought of putting something in that will work and will look correct. Ms. Hickson stated that she has a problem with that. She stated that she agreed with Ms. Rader and Mr. Hodges in principle but when it becomes astronomically expensive she feels the Commission has to be reasonable. Mr. Hardison stated that he researched wood replacements windows for the building and the cost was just too much. Mr. Shoneman stated that he worried about setting a precedent with them allow the vinyl windows. Ms. Hickson stated that vinyl windows have

already been allowed in some of the other buildings. Ms. Hickson stated that she feels the Commission has to be reasonable with some of the minerals. She explained that the wood quality that you get now is not the same as the wood you would have gotten historically. Mr. Shoneman stated that he felt if you are going to own property in the Historic District then you must be prepared to follow the guidelines. Ms. McKinley asked if there were any grills in the windows. Mr. Hardison explained that it is just one big piece of glass with no dividers. He stated that the only windows with grills are the half round windows at the top of the double windows, but the new grills will look just like the old ones. Mr. Hardison and the Commission then discussed the cost in more detail. The Commission then discussed the request amongst themselves.

Judi Hickson made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Ms. Morgan to replace the windows located at 133 and 135 West Main Street with new vinyl clad windows. This motion is based on the following finding of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically 3.8.2 Commercial Upper Level Facades. Her motion was seconded by Geri McKinley. The motion carried with a 3 to 2 vote with Seth Shoneman and Victoria Rader voting against the motion.

3. A request has been made by Mr. John Logelfo for a Certificate of Appropriateness to add a dining patio at the rear of the property located at 126 West Main Street.

Mr. John Logelfo came forward and was sworn in. He explained that they are looking to add a wooden frame patio off the rear of the property. He stated that the patio would be approximately 20 inches high with a spindle hand rail and maybe a privacy lattice to cover the air conditioning units. Mr. Logelfo stated that the patio idea is based on requests from his customers. He stated that he felt the patio area would clean up the current asphalt area in the back of the business. He explained that the patio would stay under 600 square feet and described the patios dimensions. Mr. Hodges asked about the materials and the number of tables. Mr. Logelfo stated they will be using salt treated wood for the patio and the max number of tables the patio would hold would be 6 tables.

The Chairman opened the floor. With no one coming forward, the floor was closed.

Judi Hickson made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. John Logelfo for a Certificate of Appropriateness to add a dining patio at the rear of the property located at 126 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 3.0 Changes to Existing Buildings Subsection 3.9 Rear Elevation and Section 5.0 New Construction Subsection 5.3 Additions. Her motion was seconded by Victoria Rader. All voted in favor and the motion carried.

B. Minor Works assembly

1. A request has been made by the owner at 739 West Second Street to repair siding and windows on the property.
2. A request has been made by the owner at 228 East Main Street to install a new gas furnace.
3. A request has been made by Beaufort County to replace the split heat pump at 132 North Market Street.

Victoria Rader made a motion to approve all the minor works. Her motion was seconded by Seth Shoneman. All voted in favor and the motion carried.

VI. Other Business

1. Design Guidelines

Ms. Jennifer Brennan stated that they have been working on updating the guidelines and they have made some changes to the current guidelines. She stated that there seems to be two areas of questions/issues that she would like to present to the Commission. Ms. Brennan stated that the first issue is fencing. She then read to the Commission the current version of the guidelines and the proposed revision. The Commission then gave their feedback and discussed the fence issue. Ms. Brennan then moved on to the windows concern. She read the current guidelines to the Commission and then the revision. Again the Commission gave their input and spoke about their concerns. Ms. Brennan stated that she would research windows and find out what replacement windows would be appropriate in the district.

VII. Approval of Minutes – March 4, 2014

Seth Shone made a motion to approve the March minutes. Geri McKinley seconded the motion. All voted in favor and the motion carried.

VIII. Adjourn

There being no other business the meeting was adjourned.