**WASHINGTON HISTORIC PRESERVATION COMMISSION**
Regular Scheduled Meeting - Agenda
Tuesday, January 7, 2019 6:00 PM

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I. **Opening of the meeting**

II. **Invocation**

III. **Roll call**

IV. **Old Business**

V. **Certificate of Appropriateness**

**A. Major Works**

1. A request has been made by Mr. Walker Lynch for a Certificate of Appropriateness to install an ATM kiosk in the parking lot on the property located at 307 North Market Street.

**B. Minor Works**

1. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 704 East Main Street to repair the back porch and roof using like materials on the property.
2. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 113 N. Gladden Street to replace storefront windows and trim using like materials on the property while also repointing brick on the front facade.
3. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 307 East Main Street to install a cast iron hand rail on the steps of the property.
4. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 701 East Main Street to replace the existing HVAC unit in the same location on the property.
5. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 133 West Main Street to replace the back door using like materials on the property.

VI. **Other Business**

VII. **Approval of Minutes** – December 3, 2019

VIII. **Adjourn**

# OLD BUSINESS

None

# MAJOR WORKS

# 307 North Market Street

## Installation of an ATM Kiosk

City of Washington
NORTH CAROLINA

# CERTIFICATE OF APPROPRIATENESS

DEPARTMENT OF
PLANNING AND DEVELOPMENT

| OFFICE USE ONLY | | | |
|---|---|---|---|
| Minor Work Fee: $0.00 | Major Work Fee: $50.00 | Date Paid: | Ref No.: |

## PROPERTY INFORMATION:

Owner's Name: Lynch Murray Walker | Date of Application: 12/10/2019

Historic Property/Name (if applicable):

Property Address: 307 North Market Street (Address) | Washington (City) | NC (State) | 27889 (Zip Code)

Lot Size: _____ Feet By _____ Feet

## DESCRIPTION OF WORK TO BE PERFORMED

Brief Description of Work to be Performed.

Install Walk-up Kiosk in paved parking lot

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission (HPC) 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 I must begin the approved work within one year of the issuance. Should the work cease for more than six (6) months after one (1) year of the said approval, this Certificate of Appropriateness will become invalid.

FOR OFFICE USE ONLY

Date Received _____

| ACTION | INITIALS |
|---|---|
| ☐ Approved | |
| ☐ Approved with Conditions | |
| ☐ Denied | |
| ☐ Withdrawn | |
| ☐ Staff Approval | |

Reliable Construction Company, Inc.
(Name of Applicant - type or print)

P.O. Box 688 (Address) | Monroe (City) | NC (State) | 28111 (Zip Code)

12/10/2019 (Date) | 704-283-1196 (Daytime Phone Number)

Signature of Applicant: Wayne Kretz

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. Signature: _____ Date: _____

**Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the applicant is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf by completing the authorization section on the next page.**

City of Washington
NORTH CAROLINA

# CERTIFICATE OF APPROPRIATENESS

DEPARTMENT OF
PLANNING AND DEVELOPMENT

## PROJECT CATEGORIES (CHECK ALL THAT APPLY):

| | | | |
|---|---|---|---|
| ☐ | Exterior Alteration | ☐ | Addition |
| ☒ | New Construction | ☐ | Demolition |

This document does not constitute the issuance of a Building Permit. It is the responsibility of the applicant to obtain all necessary permits before commencing work. Contact the Inspections Department at 252-975-9304.

## SUPPORTING INFORMATION:

Attached 8-1/2" X 11" sheets with written descriptions and drawings, photographs, and other graphic information necessary to completely describe the project. Use the checklist below to ensure that your application is complete. INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED. (Leave the checkbox blank if the item is not applicable).

| | | |
|---|---|---|
| ☒ | | **SITE PLAN / PLOT PLAN** (if applicable). A plot plan showing the relationship of buildings, additions, sidewalks, drives, trees, property lines, etc. must be provided if your project includes any addition, demolition, fences, walls, or other landscape work. Show accurate measurements. You may also use a copy of the survey that you received when you bought your property. Revise the copy as needed to show existing conditions and your proposed work. |
| ☒ | | **DESCRIPTION OF MATERIALS** (provide samples if appropriate). |
| ☒ | | **Photographs** of existing conditions. |
| ☒ | | **DRAWINGS** showing proposed work. Include one set of full size drawings when available. |
| | ☒ | **PLAN** drawings. |
| | ☒ | **ELEVATION** drawings showing the new façade(s). |
| | ☒ | **DIMENSIONS** shown on drawings. |
| | ☐ | **8-1/2" X 11" REDUCTIONS** of full-size drawings. If reduced size is so small as to be illegible, make 8-1/2" X 11" snapshots of individual drawings on the big sheet. Photocopy reductions may be obtained from a number of blueprinting and photocopying businesses. |
| ☐ | | **STATE AND FEDERAL TAX CREDITS/FUNDS OR CAMA PERMITS.** If you are applying for any of these programs, you must include a copy of your letter or permit from the State. |
| ☐ | | **BLACK INK.** Your application must be prepared in black ink on 8-1/2" X 11" sheets so that it can be copied for commission members. Applications prepared in blue, red, or other colored inks and/or pencil copy poorly and will be not accepted. |

City of Washington
NORTH CAROLINA

# CERTIFICATE OF APPROPRIATENESS

DEPARTMENT OF
PLANNING AND DEVELOPMENT

## OWNER AUTHORIZATION FOR NON-OWNER APPLICATION

NOTE:
IF THE PERSON WHO IS REQUESTING THE HISTORIC PRESERVATION COMMISSION TO TAKE ACTION ON A PARTICULAR PIECE OF PROPERTY IS NOT THE OWNER OF THE PROPERTY OR DOES NOT HAVE A BINDING OPTION TO PURCHASE THE PROPERTY, THEN THE ACTUAL OWNER OF THE LAND MUST COMPLETE THIS FORM.

IF THE PERSON WHO IS REQUESTING THE HISTORIC PRESERVATION COMMISSION TO TAKE ACTION ON A PARTICULAR PIECE OF PROPERTY IS THE OWNER OF THE PROPERTY OR HAS A BINDING OPTION TO PURCHASE THE PROPERTY, PLEASE DISREGARD THIS FORM.

Dear Sir or Madam,
I am the owner of the property located at:

| 307 North Market Street | Washington | NC | 27889 |
|---|---|---|---|
| Address | City | State | Zip Code |

I hereby authorize: Reliable Const.Co., Inc. (Authorized Agent) to appear with my consent before the City of Washington Historic Preservation Commission in order to ask for a Certificate of Appropriateness to: (Describe Use and Location Below)

Walk-up ATM Kiosk for the State Employees Credit Union

at this location. I understand that the Certificate of Appropriateness, if granted, is permanent and runs with the land. I authorize you to advertise and present this matter in my name as the owner of the property. If there are any questions, you may contact me at my address:

| P.O. Box 1887 | Washington | NC | 27889 |
|---|---|---|---|
| Contact Address | City | State | Zip Code |

or by telephone at: Alt Phone:

Respectfully yours,

Mary Walker Hyde
Owner

Sworn to and ascribed before me, this the 23 day of December, 20 19

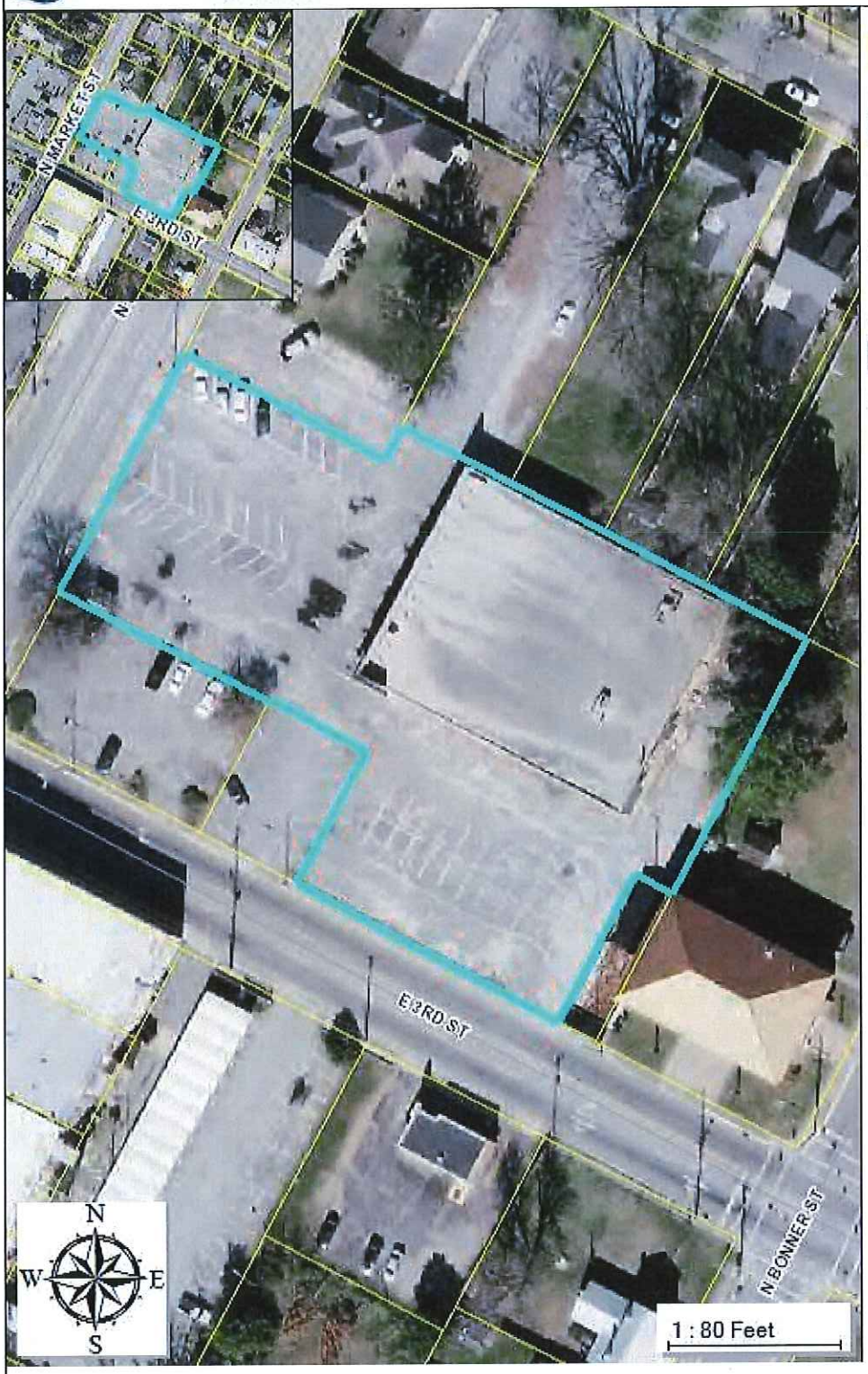
Dawn M. Maye
Notary Public

My commission expires: July 28, 2024

DAWN M MAYE
NOTARY
PUBLIC
BEAUFORT COUNTY, NC

CONNECTGIS
WEB HOSTING

Beaufort
Printed December 12, 2019
See Below for Disclaimer




Parcels

Property Land Owners

Interior Tract Lines

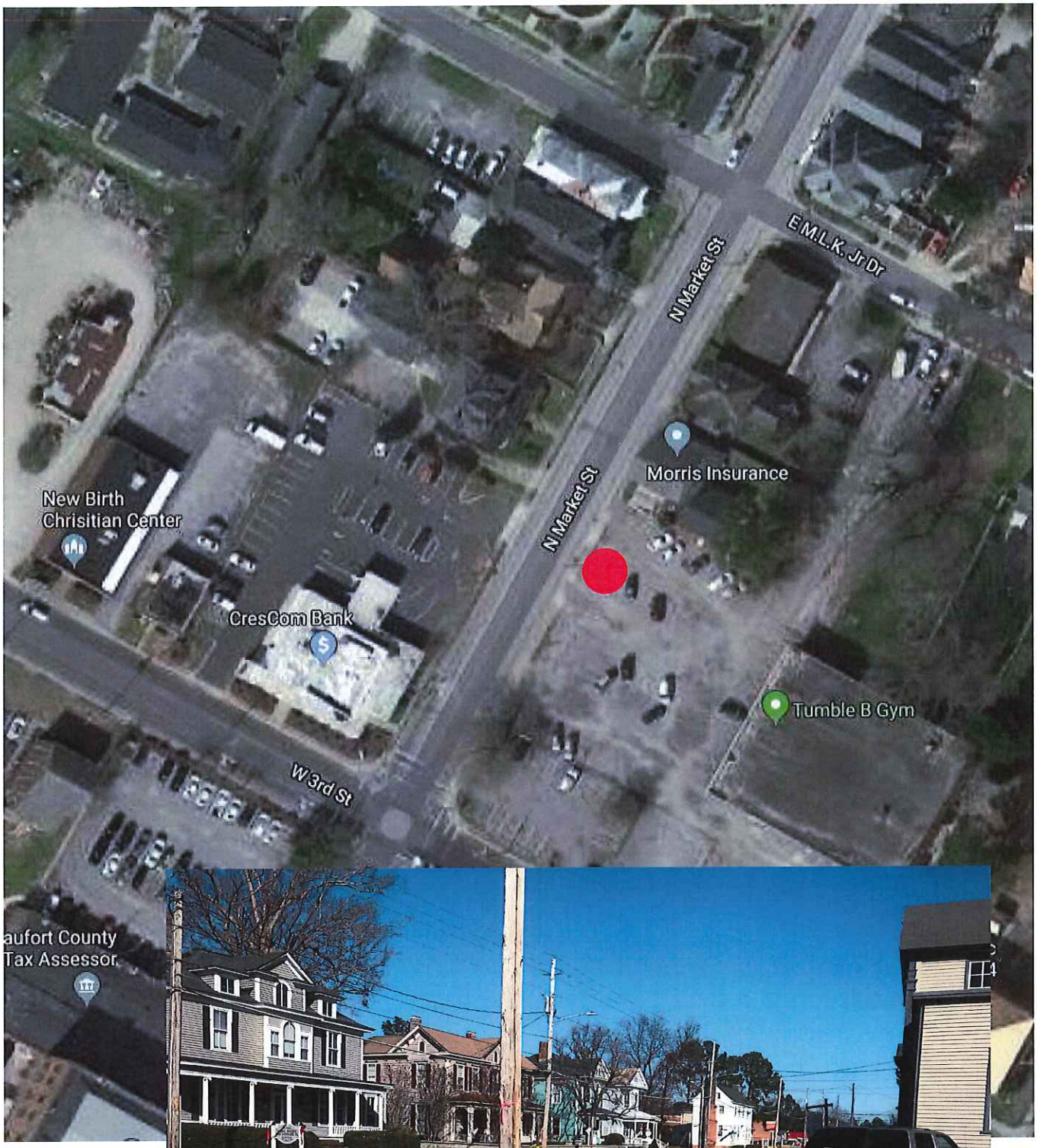
Centerlines

County Line

County Line (Solid)

| | | |
|---|---|---|
| **OBJECTID**<br>6957 | **GPIN**<br>5675-98-2757 | **GPIN Long**<br>5675-98-2757 |
| **OWNER NAME**<br>LYNCH MURRAY WALKER | **OWNER NAME2**<br>LYNCH STACEY ROWE | **MAILING ADDRESS**<br>PO BOX 1887 |
| **MAILING ADDRESS 2**<br>PO BOX 1887 | **CITY**<br>WASHINGTON | **STATE**<br>NC |
| **ZIP**<br>27889 | **PROP DESC**<br>1.22 AC PARCEL 1 MURRAY WALKER LYNCH | **LAND VAL**<br>158841<br>**BLDG VAL**<br>101249 |
| **TOT VAL**<br>260090 | **DEFR VAL**<br>0 | **TAXABLE VA**<br>260090 |
| **PREV ASSESS**<br>611027 | **ACRES**<br>1.22 | **PROPERTY ADDRESS**<br>307 N MARKET ST |
| **TOWNSHIP**<br>01 | **MBL**<br>56750889 | **DATE**<br>2015-01-07 |
| **DEED BOOK and PAGE**<br>1862/00193 | **STAMPS**<br>400.00 | **SALE PRICE**<br>200000.00 |
| **NBR BLDG**<br>1 | **NBHD CDE**<br>AC1 | **NBHD DESC**<br>ZONE 1 AVERAGE COMMERCIAL |
| **LAND USE** | **EXEMPT AMT** | **ROAD TYPE**<br>PAVED |
| **YR BUILT**<br>1956 | **SQ FT** | **SUB CDE**<br>SOCC10 |
| **SUB DESC**<br>COMMERCIAL | **NBR BED** | **NBR BATHS**<br>0.0000 |
| **EFF YR**<br>1967 | **PIN**<br>01014569 | **REID**<br>43498 |

Beaufort County online map access is provided as a public service, as is, as available and without warranties, expressed or implied. Content published on this website is for informational purposes only and is not intended to constitute a legal record nor should it be substituted for the advice or services of industry professionals. The County of Beaufort and the Website Provider disclaim all responsibility and legal liability for the content published on this website. The user agrees that Beaufort County and its Assigns shall be held harmless from all actions, claims, damages or judgments arising out of the use of County data.


E M.L.K. Jr Dr
N Market St
N Market St
Morris Insurance
New Birth
Chrisitian Center
CresCom Bank
Tumble B Gym
W 3rd St
aufort County
Tax Assessor

Cashpoints kiosk
in New Bern's
Historic District
Corner of Pollock and Middle Street

HISTORIC PRESERVATION COMMISSION
MEETING: JANUARY 7, 2020
PROPERTY OWNERS 100'
307 N MARKET STREET

| OWNER NAME | MAILING ADDRESS | CITY | STATE | ZIP |
|---|---|---|---|---|
| FIRST SOUTH BANK | (MARKET ST) | WASHINGTON | NC | 27889 |
| RHPE RENTALS LLC | 320 N MARKET STREET | WASHINGTON | NC | 27889 |
| BLACKSTONE J WHIT | 222 W STEWART PKY STE 204 | WASHINGTON | NC | 27889 |
| BLACKSTONE J WHIT | 222 W STEWART PKY STE 204 | WASHINGTON | NC | 27889 |
| WASHINGTON NEWSMEDIA LLC | 217 N MARKET STREET | WASHINGTON | NC | 27889 |
| HARRIS INVESTMENT GROUP LLC | 4525 VOA ROAD | WASHINGTON | NC | 27889 |
| BLACKSTONE J WHIT | 222 W STEWART PKY STE 204 | WASHINGTON | NC | 27889 |
| BARBER RICHARD & JOSEPHE TAYLOR | 321 N MARKET ST | WASHINGTON | NC | 27889 |
| VANCURA LEONARD J | 217 PAMLICO DRIVE | WASHINGTON | NC | 27889 |
| WALKER & STACEY LYNCH | PO BOX 1887 | WASHINGTON | NC | 27889 |
| DONALD & TERESA HARDISON | 300 SHELDON ROAD | SOUTHERN PINES | NC | 28387 |
| WALKER & STACEY LYNCH | PO BOX 1887 | WASHINGTON | NC | 27889 |
| DEBORAH B WRIGHT | 108 E 3RD ST | WASHINGTON | NC | 27889 |
| NANCY ARNOLD | 2125 HWY 17 N | WASHINGTON | NC | 27889 |
| CORA B WILLIAMS | 123 E MARTIN LUTHER KING JR DR | WASHINGTON | NC | 27889 |
| ORR LODGE NO 104 | PO BOX 1913 | WASHINGTON | NC | 27889 |
| ORR LODGE #104 AF & AM | 225 HILLTOP LANE | WASHINGTON | NC | 27889 |
| FAUSTINA HARMON | 129 MARTIN LUTHER KING JR DR | WASHINGTON | NC | 27889 |
| MELINDA S MOORE | 406 EAST FIFTH STREET | WASHINGTON | NC | 27889 |
| MOORE MELINDA S | 406 EAST FIFTH STREET | WASHINGTON | NC | 27889 |

City of Washington
NORTH CAROLINA

# Downtown Development & Historic Preservation

## Adjacent Owner Notice

December 16, 2019

Re: Certificate of Appropriateness – 307 North Market 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 applicant, your property is located adjacent to the above subject property.

**A request has been made by Mr. Walker Lynch for a Certificate of Appropriateness to install an ATM kiosk in the parking lot on the property located at 307 North Market Street.**

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, January 7, 2020**

**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:** **6:00 pm**

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

Sincerely,

Emily R. Rebert
Historic Preservation Planner
City of Washington
erebert@washingtonnc.gov
252-946-0897

# Staff Report

307 North Market Street

The application for the property located at 307 North Market Street is requesting to construct an ATM kiosk in the parking lot on the property.

Please review the Historic Preservation Commission Design Guidelines, **Chapter 3.12 Outbuildings and Accessory Structures, 3.14 Mechanical and Communications Systems, 4.1 Landscaping, 4.4 Signs, and 5.1 Downtown Commercial Construction**:

- **3.12.1** The same criteria related to the use of materials for new construction apply to outbuildings and accessory structures. See Section 5.0.
- **3.12.5** Designs for new outbuildings and accessory structures should complement the architectural style and period of the primary structures as well as examples of similar structure within the district.
- **3.12.6** New outbuildings should be located in rear yards if possible.
- **3.12.7** New outbuildings should be proportionally the same in size and height to the primary structure as is seen in the relationship between other primary and secondary structures in the district.
- **3.14.2** New mechanical systems shall be installed in areas and spaces that will require the least possible alteration to the plan, materials, and appearance of a building.
- **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.
- **4.1.6** Trees, shrubs and fencing shall be used to screen service areas, garbage enclosures and, whenever possible, parking areas.
- **4.4.4** Size, scale, location, style and material of signage shall be compatible with the architecture of the historic buildings and character of the district.
- **4.4.6** Wall signs on commercial buildings shall be flush-mounted in appropriate locations in the wall
- **4.4.10** Sandwich board type signs are permitted if they are placed no greater than two (2) feet from the building wall and allow at least five (5) feet of travel space between the sign and the edge of the sidewalk. These signs shall not exceed more than eight (8) square feet in area. Neon, back-lit, and portable signs, (excluding sandwich board signs), are prohibited in the District.
- **4.4.11** Historic sign materials such as wood, metal, and masonry are preferred for sign construction. Contemporary materials such as plastic and vinyl are permitted if they are of high quality, sturdy material and do not produce glare.
- **5.1.9** The design of a new building should not attempt to create a false historic appearance, but rather complement buildings in the existing district. New construction should have its own character and style.
- **5.1.10** Use materials that are common to the district such as brick stone, terra cotta, wood, and metal. Modem materials are appropriate on a new building, however, masonry should be the predominant material on the facade as most of downtown's historic structures are brick or stone. Whenever modem materials are used, they should be similar in their physical qualities to historic materials found in the district.

- **5.1.11** The fenestration of a new building should reflect that of existing historic structures within the district in proportion, shape, location, pattern and size. The ratio of solids to voids on a building's façade should reflect the buildings within the same block.

The proposed ATM kiosk is being constructed with the appropriate design, materials, and location. The proposal includes landscaping to that will help the modern machine blend with the historic district. Based on findings of fact, the request is congruous with the Historic Preservation Design Guidelines.

# REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Emily Rebert, Planning & Development

Re: 307 North Market Street- Installation of an ATM kiosk.

**A request has been made by Mr. Walker Lynch for a Certificate of Appropriateness to install an ATM kiosk in the parking lot on the property.**

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. Walker Lynch to install an ATM kiosk in the parking lot on the property located at 307 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 3.12 Outbuildings and Accessory Structures, 3.14 Mechanical and Communications Systems, 4.1 Landscaping, 4.4 Signs, and 5.1 Downtown Commercial Construction.**
>
> Or
>
> I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Walker Lynch to install an ATM kiosk in the parking lot on the property located at 307 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 3.12 Outbuildings and Accessory Structures, 3.14 Mechanical and Communications Systems, 4.1 Landscaping, 4.4 Signs, and 5.1 Downtown Commercial Construction.** *I further move that the Historic Preservation Commission* place the following conditions on the approval:
>
> Or
>
> I move that the Historic Preservation Commission *deny* a Certificate of Appropriateness to Mr. Walker Lynch to install an ATM kiosk in the parking lot on the property located at 307 North Market 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 3.12 Outbuildings and Accessory Structures, 3.14 Mechanical and Communications Systems, 4.1 Landscaping, 4.4 Signs, and 5.1 Downtown Commercial Construction.**
>
> Or

I move the commission continue this Certificate of Appropriateness application and invoke NC GS 160A-400.9(d), which allows the commission to request technical advice from the Historic Preservation Office (HPO) staff. I also move the commission seek guidance from the HPO regarding ***[detailed description of what information the commission is seeking from HPO that will aid them in making a defensible decision regarding the case].*** We would like to remind the applicant pursuant to NC GS 160A-400.9(d), the HPO has 30 days from the date an official request is received from the commission to review and comment on the request.

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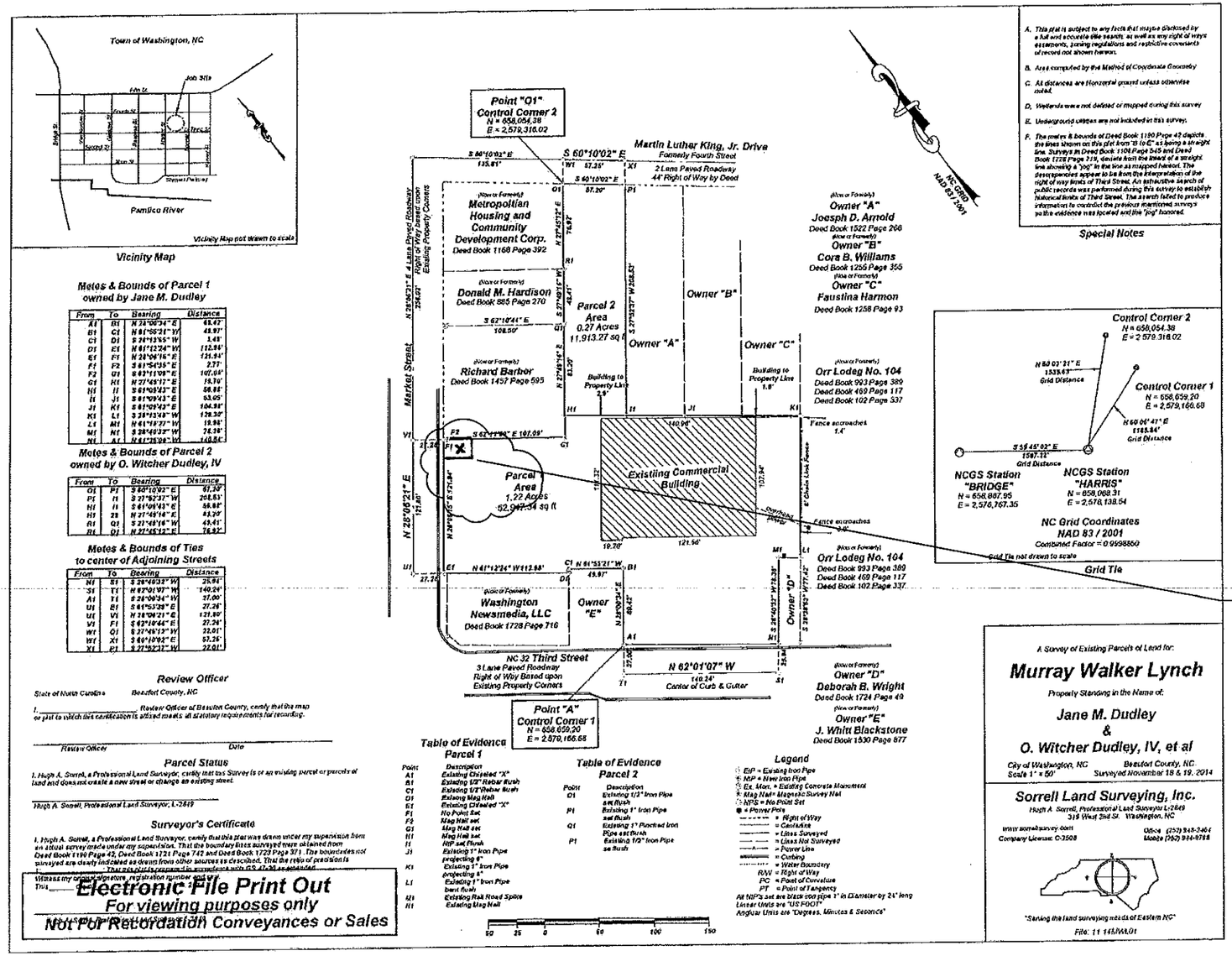


PROPOSED SITE LOCATION SEE SHEET C2of2 FOR SITE DETAILS.

# EXISTING SITE PLAN

1 / C1

SCALE 1" = 50'-0"

SCANNED FOR REFERENCE ONLY

ROBERT E. MOORE ARCHITECT
1800 ASHCRAFT AVENUE
MONROE , NC
28110
(704) 283 - 1196

ROBERT E. MOORE REGISTERED ARCHITECT 4008 NORTH CAROLINA MONROE, NC

10.21.19

**STATE EMPLOYEE'S CREDIT UNION ATM**
**KIOSK ADDITION IN THE**
**N/F FAMILY DOLLAR PARKING LOT**
**307 NORTH MARKET STREET**
**WASHINGTON, NORTH CAROLINA**

WALK UP
D3
E.F.I.S.
EXTERIOR

REVISION

DATE 10/21/2019
PROJECT No.
DRAWN BY: WCK
APPROVED BY: REMA
SHEET C1 OF 2

RELIABLE
100 SUTHERLAND AVE. MONROE , N.C. 28111
A.T.M. DIVISION
PHONE (704)289-1501 FAX (704)283-0554

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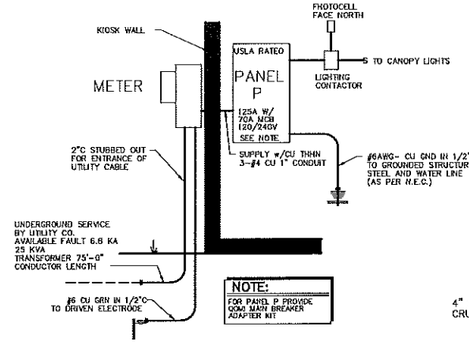
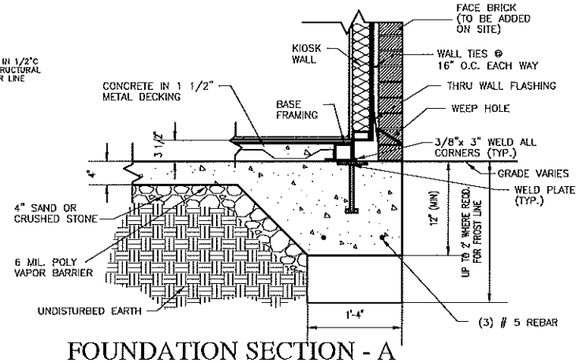


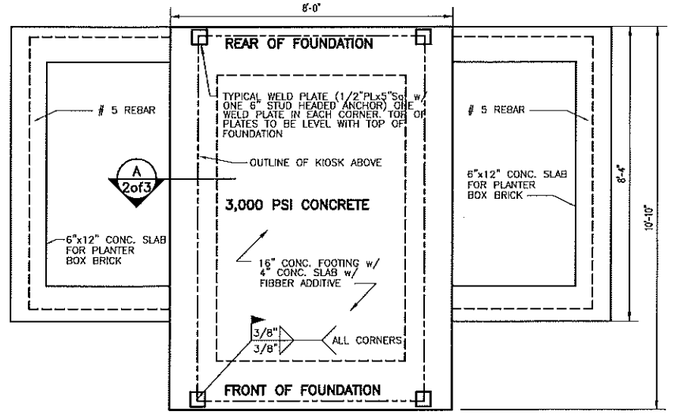

## RISER DIAGRAM

NTS



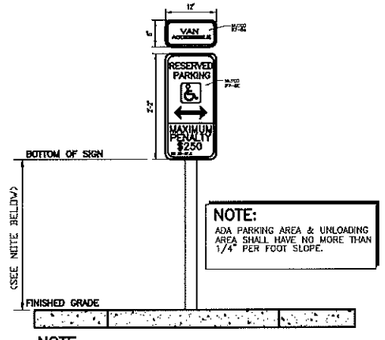

## FOUNDATION SECTION - A

SCALE - 1" = 1'-0"




## SLAB PLAN

SCALE 1/2" = 1'-0"

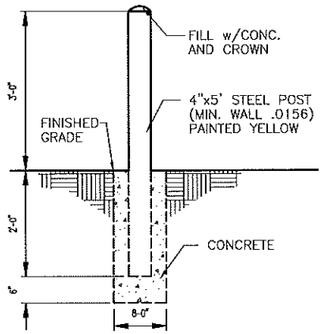



NOTE

1) BOTTOM OF SIGN TO BE 7'6" FROM GRADE WHEN IN THE PATH OF PEDESTRIANS
2) BOTTOM OF SIGN TO BE 5'1" FROM GRADE WHEN NOT IN THE PATH OF PEDESTRIANS

## HANDICAPPED SIGN ELEVATION

SCALE = 1/2" - 1'-0"



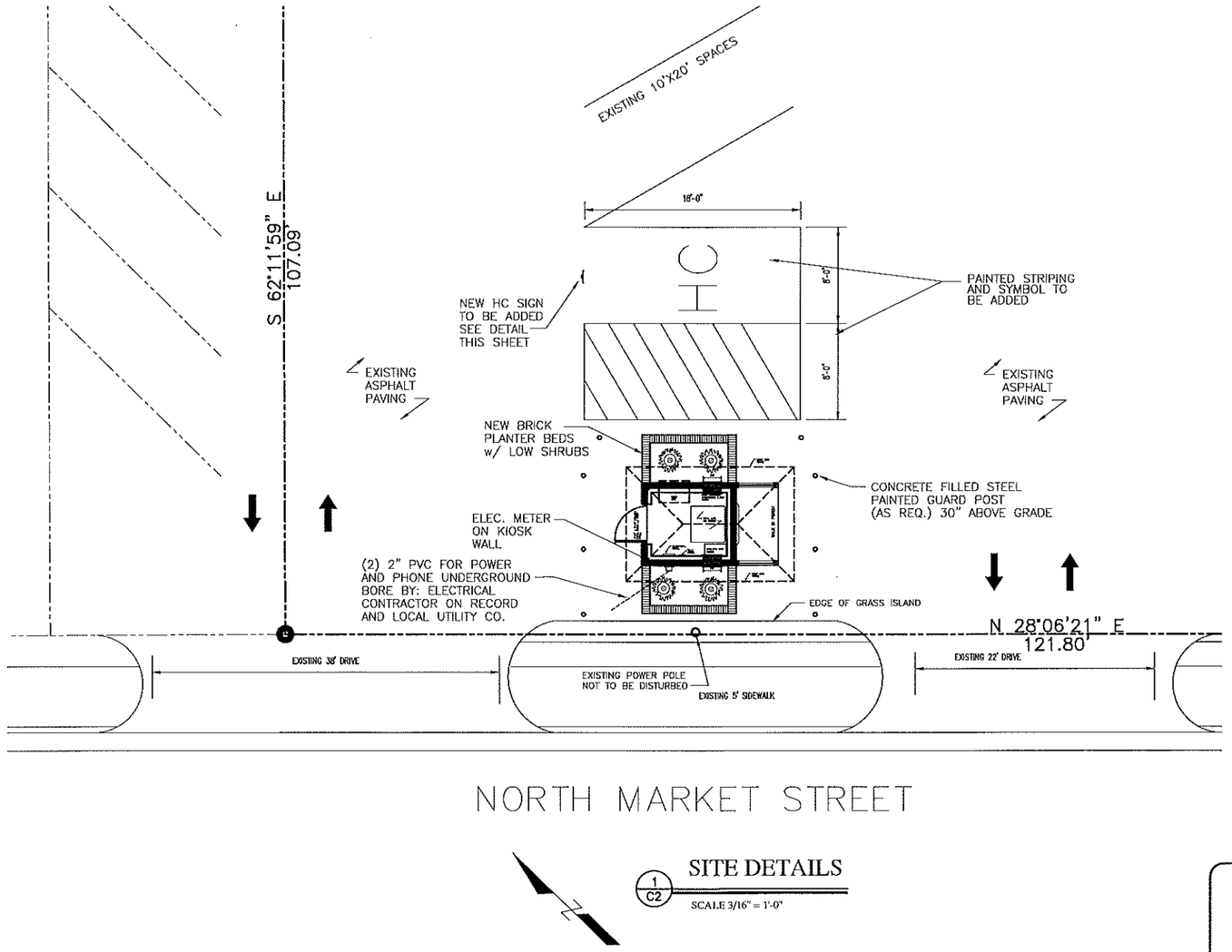

## GUARD POST DETAIL

SCALE 1"= 3/4"

GENERAL NOTES:

1) BOLLARDS SHALL BE PLACED IN DESIGNATED TRAVELWAYS, AISLES, OR REQUIRED PARKING STALLS. BOLLARDS MAY BE USED FOR PROTECTION OF DUMPSTER ENCLOSURES UTILITY POLES, LIGHT STANDARDS, HYDRANTS, BOXES, VAULTS, ECT.

2) POSTS SHALL RECEIVE A FULL PROTECTIVE COATING OF FEDERAL SAFETY RED COLOR. YELLOW COLOR MAY BE USED FOR INSTALLATIONS NOT PROTECTING FIRE SPRINKLER INSTALLATIONS.




1/C2 SITE DETAILS

SCALE 3/16" = 1'-0"

**NOTE:**

1) THIS IS A MODULAR KIOSK , WHICH HAS BEEN CERTIFIED BY THE DEPARTMENT OF INSURANCE – NORTH CAROLINA & HAS BEEN INSPECTED BY P.S.F. CORPORATION IN ACCORDANCE WITH THE INSURANCE COMMISSION

**PROJECT DATA:**

1 – TYPE V CONSTRUCTION
2 – OCCUPANCY, GROUP "B" [NON–OCCUPIED]
3 – STATE AND THIRD PARTY LABELS ARE LOCATED ON FRONT OF ELECT. PANEL
4 – 53 EXISTING PARKING SPACES + 3 HC (KIOSK ON NON SPACED AREA OF ASPHALT PAVING) 2 CONVERTED TO HANDICAP (1) 8'x18' PARKING, (1) 8'x18' UNLOADING.
NEW TOTAL= 51 REGULAR SPACES + 5 HC SPACES
5 – SITE INFORMATION PROVIDED BY :
SORRELL LAND SURVEYING, INC.
319 WEST 2nd STREET
WASHINGTON, NC 27889
(252) 948–2464 DATE: 11/19/2014
(SCANNED AS SHEET C1of2)
WESSLY JONES SVP
STATE EMPLOYEES CREDIT UNION
2305 WEST 10th STREET
WASHINGTON, NC 27889 (252) 946–0291
8 – OWNER: LYNCH MURRAY WALKER
P.O. BOX 1887
WASHINGTON, NC 27889
7 – THIS IS A "AS BUILT" PLAN
8 – SITE LOCATION:
IN THE PAVED PARKING LOT OF THE N/F FAMILY DOLLAR BUSSINESS. WASHINGTON, NC
9 – GPIN # 5675–98–2757
10 – PIN # 01014569
11 – TOTAL LAND AREA 1.22AC
12 – ZONED: B1H
13 – PROPOSED USE: WALK–UP A.T.M. MACHINE
14 – A.T.M. WILL GENERATE APPROX.. 10–50 TRIPS PER DAY.
15 – A.T.M. KIOSK HEIGHT IS 10'–3" FROM FIN. GRADE
16 – A.T.M. KIOSK IS 64 SQ. FT. AREA
17 – SETBACKS: ATM KIOSK IS LOCATED MIN. 5' FROM ALL PROPERTY LINES.
18 – KIOSK EXTERIOR IS DRY–VIT COLOR: ADOBE ROOF IS A FLAT RUBBER MEMBRANE. SIGN LENS COLOR IS PANTONE # 288c (BLUE) w/ WHITE LETTERS.
19 – LANDSCAPING THAT IS DISTURBED (IF ANY) WILL BE RELOCATED ON SITE.
20 – IMPERVIOUS AREA WILL NOT INCREASE KIOSK WILL BE LOCATED IN EXISTING PAVED ASPHALT.
21 – ELECTRICAL METER IS LOCATED ON KIOSK LEFT WALL.

**NOTES:**

1. Boundary information taken from a AS BUILT SURVEY by: Sorrell Land Surveying, Inc. and dated November 19, 2014 (Scanned as sheet "C1of1") Also a site inspection by: the general contractor Reliable Construction Co. on 7/29/2019
2. All construction shall be to the current Standards and Specifications of Beaufort County
3. The Contractor shall secure all necessary permits for construction shown on these plans.
4. All dimensions and existing point locations are to the back of curb unless otherwise noted.
5. Any work shown on these plans that is found to be in conflict with City Of Washington Zoning Ordinance shall be immediately reported to the Architect for adjustment.
6. Locations for existing utilities shown on these plans are approximate. the Contractor shall field verify the locations of all utilities and shall be responsible to any damage to same.
7. The Contractor shall at all times maintain adequate safety measures, activities and barricades for the protection of the site.
8. The Contractor shall paint symbols, install signs and construct necessary ramps, as per the North Carolina State Building Code and ADA, for all handicap parking spaces on the plan.
9. The Contractor shall delineate parking space lines, handicap symbols, directional arrows, lane markings, "STOP" messages, ect, as shown on the plans with traffic marking paint according to the manufacturer's specifications.
10. Call North Carolina One Call Center (NCOCC) 1–800–632–4949 before digging.

BEFORE YOU DIG CALL TOLL FREE 1–800–632–4949 NORTH CAROLINA ONE–CALL CENTER

ROBERT E. MOORE ARCHITECT
1800 ASHCRAFT AVENUE
MONROE , NC
28110
(704) 283 - 1196

**STATE EMPLOYEE'S CREDIT UNION ATM KIOSK ADDITION IN THE N/F FAMILY DOLLAR PARKING LOT 307 NORTH MARKET STREET WASHINGTON, NORTH CAROLINA**

WALK UP
D3
E.F.I.S.
EXTERIOR

REVISION
1) 12/10/19 Per City Of Washington Historical review.

DATE 10/21/2019
PROJECT No.
DRAWN BY: WCK
APPROVED BY: REMA
SHEET C2 OF 2

RELIABLE
100 SUTHERLAND AVE. MONROE , N.C. 28111
A.T.M. DIVISION
PHONE (704)289–1501 FAX (704)283–0854

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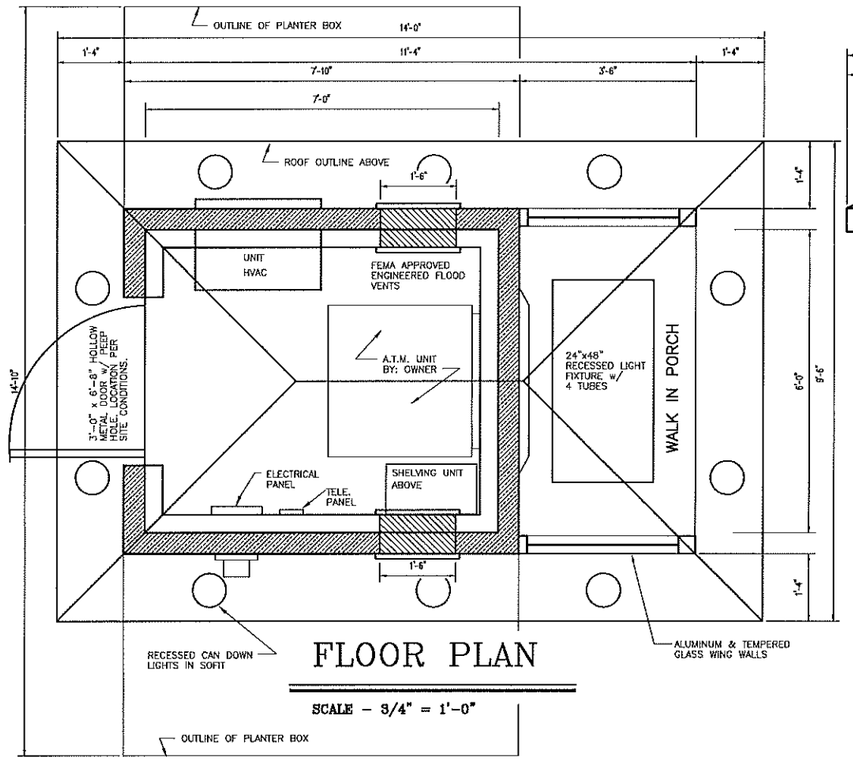
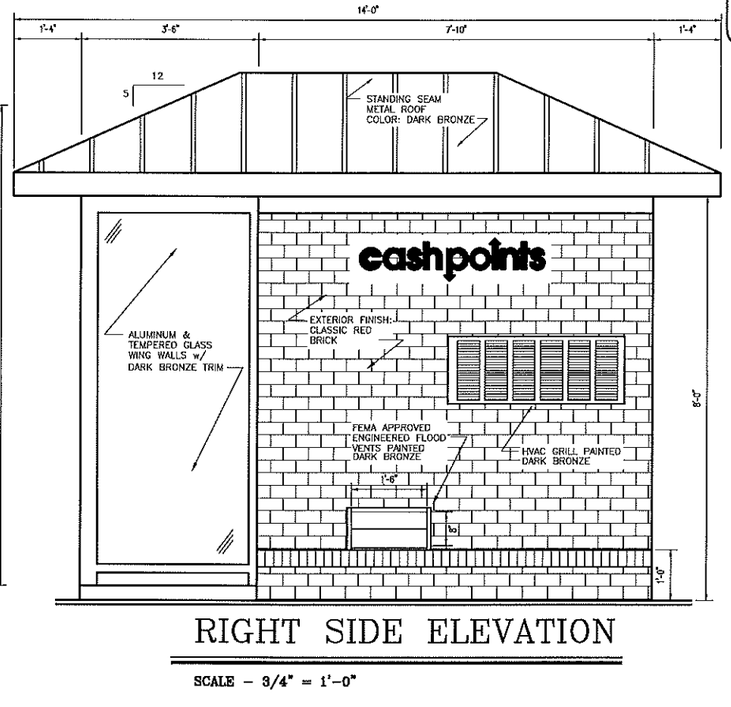


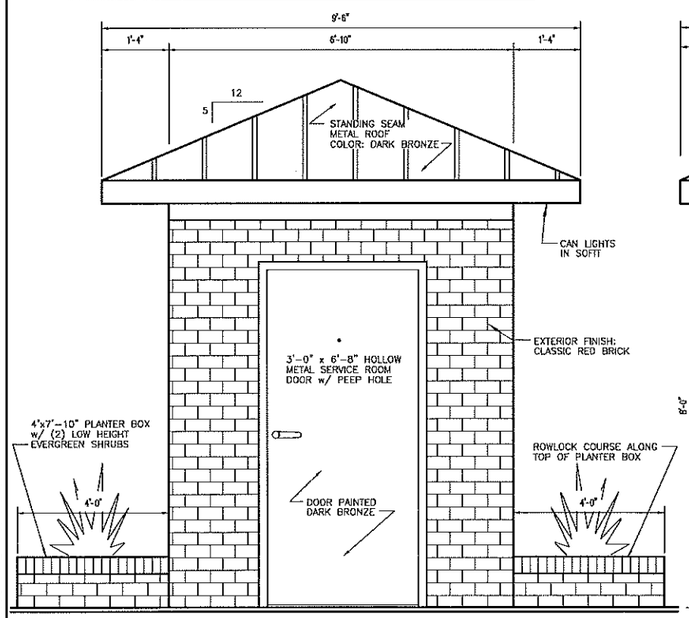

## FLOOR PLAN

SCALE – 3/4" = 1'-0"



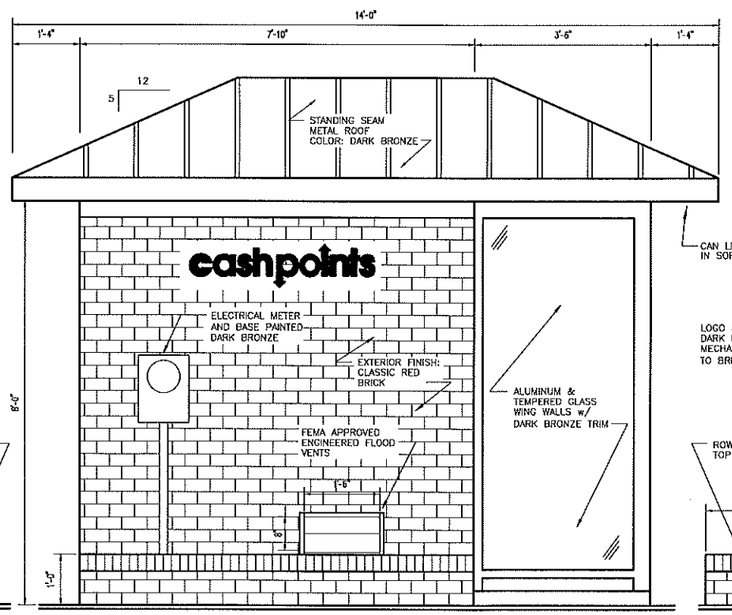

## RIGHT SIDE ELEVATION

SCALE – 3/4" = 1'-0"



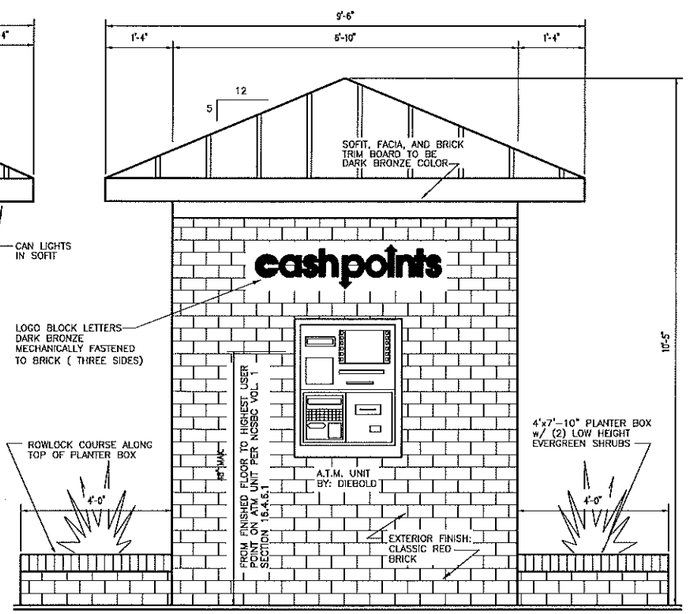

## REAR ELEVATION

SCALE – 3/4" = 1'-0"




## LEFT SIDE ELEVATION

SCALE – 3/4" = 1'-0"




## FRONT ELEVATION

SCALE – 3/4" = 1'-0"

RELIABLE
CONSTRUCTION COMPANY, INC.
100 SOUTHERLAND AVE. MONROE , N.C. 28111
PHONE (704)289-1501 A.T.M. DIVISION (NC. LICENSE No. 4190) FAX (704)283-0854

**NOTE:**

1) THIS IS A MODULAR KIOSK , WHICH HAS BEEN CERTIFIED BY THE DEPARTMENT OF INSURANCE – NORTH CAROLINA & HAS BEEN INSPECTED BY F.S.F. CORPORATION IN ACCORDANCE WITH THE INSURANCE COMMISSION

**NOTE:**

1) EXTERIOR FINISH IS OPTIONAL : PORCELAIN PANELS , SYNTHETIC PLASTER, OR (BRICK WHICH IS ADD TO KIOSK ON SITE).
2) FINISH (SPECIFY COLORS) TO BE CHOSEN BY OWNER IN LETTER FORM TO RELIABLE CONSTRUCTION COMP. (SEE SITE PLAN FOR FINISH TYPE).
3) OWNER TO PROVIDE RELIABLE CONSTRUCTION COMP. WITH : TYPE OF A.T.M. UNIT TO BE USED, SIGN GRAPHICS, AS WELL AS COLORS (IN LETTER FORM).

ROBERT E. MOORE ARCHITECT
1800 ASHCRAFT AVENUE
MONROE, NC
28110
(704) 283 - 1196

SATELLITE KIOSK FOR THE STATE OF NORTH CAROLINA
H.R. 6'-0" X 7'-0" BR
RELIABLE CONSTRUCTION COMPANY, INC.

UNIT
D3
HIP ROOF

REVISION

SEQU1038-H Washington Elv.dgn
DATE: 12/9/2019
PROJECT No.
DRAWN BY: WCK
APPROVED BY: REMA
SHEET
A1 OF

# MINOR WORKS

**Minor Works**

1. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 704 East Main Street to repair the back porch and roof using like materials on the property.
2. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 113 N. Gladden Street to replace storefront windows and trim using like materials on the property while also repointing brick on the front facade.
3. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 307 East Main Street to install a cast iron hand rail on the steps of the property.
4. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 701 East Main Street to replace the existing HVAC unit in the same location on the property.
5. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 133 West Main Street to replace the back door using like materials on the property.

# OTHER BUSINESS

None

# MINUTES

# WASHINGTON HISTORIC PRESERVATION COMMISSION

**Regular Scheduled Meeting - Minutes**
**Tuesday, December 03, 2019 – 7:00 PM**

**Members Present**
Cheri Vaughn – Chairman
Karen Mann – Vice-Chairman
Scarlett Boutchyard
Kathleen Couch
Scot Craigie
Colleen Knight
Rebecca Clark

**Members Not Present**

**Others Present**
Mike Dail, Director, Community and Cultural Services
Emily Rebert, Historic Preservation Planner
Dawn Maye, Administrative Support Specialist

## I. Opening of the meeting

## II. Invocation

1. A moment of silence was taken.

## III. Roll Call

1. A silent roll call was taken by staff. All members were present.

## IV. Old Business

1. None

## V. Certificate of Appropriateness

### A. Major Works

1. A request has been made by INA, LLC for a Certificate of Appropriateness to make the following alterations on the property located at 157 West Main Street:
   a. Constructing a new storefront
   b. Replacement of existing side windows
   c. Installing new side windows

   - Mr. Sed Naziri, representing INA, LLC., came forward and was sworn in.
   - Mr. Naziri, the following are items that have been completed since the last meeting:
     - Front façade.
     - Scaffolding has been removed.
     - Replaced bricks using Portland Cement
   - Mr. Naziri, began explaining the following: The replacement of existing side windows and installing new side windows, there was not enough information included in the agenda packet. Mr. Naziri provided specification sheets (not included in the agenda packet) for the proposed new windows and replacement windows. Mr. Naziri, stated that the existing windows are single pane glass with no efficiency and most of the windows are damaged. Mr. Naziri, stated that he had asked about replacing these windows and was told that if he replaced the windows he would have to use windows with like materials.
   - Ms. Cheri Vaughn, what windows are in question? Mr. Naziri, referring to both windows on the specification sheet, which are the side windows on the

back building, seven (7) new windows that were already approved and the existing windows on the side. Ms. Vaughn, are you talking about replacing the windows located on the side of the older building? Mr. Naziri, yes, added that the structure of the windows is repairable. The windows will be sand blasted, cleaned up and repainted, so that the new window will set inside of the existing frame. Concerning the new windows, seven (7) openings that was previously approved, will have an eight (8) inch wooden jamb to match the existing frames. Mr. Scot Craigie, are you talking about the side of the building. Mr. Naziri, the side is a wood base window with vinyl. The windows along the new buildings/waterfront, will be picture windows, not operable, because that area will not be residential. Windows for the rest of the building, upstairs will be single hung, the lower will be operable and the top will be fixed. Ms. Colleen Knight, tonight we are talking about the windows on the side? Mr. Naziri, we are talking about the windows, the storefront has not been started, the specification sheets are only for the windows along the side and rear of the building. Ms. Vaughn, referring to the specification sheet (representing arch windows), this will be the windows on the side. Mr. Naziri, the specification sheet with the arch are the new windows. Ms. Kathleen Couch, referring to the spec sheet with the arch, is this window for the side or front? Mr. Naziri, side window, this is the replacement for the 2-story. We have a Main Street building and a Waterfront building. The Waterfront building, we were given permission previously to cut out the seven (7) arched openings, the spec sheet with the arch window is for the new windows and the window without arches are for the existing windows. Ms. Couch, the spec sheet without the arch are for the side. Mr. Naziri, correct. Ms. Couch, this is where you are going to save the frame of the windows and place the new window in the existing frame? Mr. Naziri, correct. Ms. Couch, this is a wood window or a vinyl window? Mr. Naziri, theses are exactly the same windows that were installed in the Courthouse according to the manufacture. The manufacture said that they have installed this window in many of the buildings. Mr. Scot Craigie, Ply Gem makes a wood window wrapped in vinyl. Mr. Naziri, agrees with Mr. Craigie. Mr. Craigie, it is a wood window and is wrapped in vinyl. Mr. Naziri, the specs are vinyl single hung. Mr. Naziri, continues to state the specifications of the windows. Ms. Couch, this is a single hung window with two over two? Mr, Naziri, yes. Ms. Couch, confirms that the windows are two over two? Mr. Naziri, no, the middle has the look, so the window will look like what is existing. Ms. Couch, so it is glued onto the outside, it is not a true divided panel, is that correct? Mr. Naziri, the window is a one-piece window, when it is placed into the existing window, it is a one-piece window. Mr. Craigie, clarified that Ms. Couch is asking about the mullions. Ms. Couch, asked if the mullions are attached? Mr. Naziri, correct, they are attached.

- Chairman, Cheri Vaughn, asked for questions from the Commission and audience. Ms. Karen Mann, wanted to clarify that both windows are made out of vinyl? Mr. Naziri, yes they are both vinyl. Mr. Scott Craigie, clarified, the windows are wood wrapped in vinyl. Ms. Mann, this is not clear in the description. Ms. Kathleen Couch, will there be any original windows remaining in the building after your renovation? Mr. Naziri, there are no single hung wood looking window with sashes in the building. Most are single pane and the glass is broken. Mr. Naziri was hoping that the sashes could be changed, but could not find the correct fitting, due to this the mechanism will need to be removed and replace the sash.

- Mr. Naziri, continued with the second item on the agenda, "Constructing a New Storefront", the existing storefront is constructed out of glass and aluminum, it was installed 30 to 35 years ago. The goal is to bring the storefront back to its original appearance. The structure will be constructed out of wood and glass and Mr. Naziri will reserve the right to install two (2) doors on both sides of the front and a double door in the middle.

- Mr. Cheri Vaugh, (referring to the elevation in the agenda packet) it looks like a single door will be installed in the middle. Mr. Naziri, that was supposed to be understood, he said that he was told that would be good enough of a description. At the time we were looking for a picture showing two (2) doors and single doors on both sides, that was the picture that was found. There will be a hallway of eight (8) foot going down the middle of the double doors. Stores will be located on the right and the left of the hallway with glass storefront at each store and each store will have their own entrance from the hallway. The sizes are 3'-0" x 8'-0". Ms. Kathleen Couch, for commercial is 3'-0" ADA Compliant? Mr. Naziri, it is a 36" door. Ms. Couch, understood but, wanted to clarify if that was ADA Compliant? Mr. Naziri, every store has that size door for entrance.

- Ms. Kathleen Couch, the front façade will be wood? Mr. Naziri, yes. Ms. Couch, is there a reason you choose wood when the windows are vinyl clad? Mr. Naziri, keep this in mind that windows today are made out of vinyl and aluminum because of the operation. Vinyl is safer, stronger and easier to maneuver. For this reason, the windows are going to be vinyl, there is no reason for the storefront to be vinyl, the storefront will be wood and glass. Ms. Cheri Vaughn, in the request are you (Mr. Naziri) are you talking about just the bottom storefront for the Commission to approve, none of the balconies? Mr. Naziri, there are not any balconies. Ms. Vaughn, we (the Commission) do not have any information in the agenda packet of how the storefront will look, other than the picture of the front elevation on Main Street. So, it is difficult for us (the Commission) to understand what we are approving. Mr. Naziri, this was chosen to give you an impression. Ms. Vaughn, this picture (refereeing to the front elevation) is a nice picture of the building of what it could look like but, there are not any details of what you are planning to do to the building other than a picture. Mr. Naziri, states that he has sent an email of what the plans are for the storefront. Will be replacing the existing storefront with a wood structure frame and the glass with four (4) doors and the picture gives you an idea. There is an existing store on Main Street, this building will have a similar look. Ms. Rebecca Clark, stated that the building that Mr. Naziri is referring to is Copper Canyon. Ms. Vaughn, do we have the email that Mr. Naziri sent? Staff, jesters, no. Mr. Naziri, states that he sent the email with the size of the doors.

- Chairman, Cheri Vaughn, asked for questions from the Commission. Staff, finds the email and states the email, "The side front Doors will be 3'-0" wide x 6'-0" high and the middle double door will be 72" wide x 96" high with both sidelights. I am waiting for the front façade window design and do not have them yet, that is the main reason for the delay. But, I cannot delay the storefront any longer, so please delete that one from the application." Mr. Naziri, I said that I don't have the designs for them yet and to please hold that off because I can wait for that, so just concentrate on the storefront. Ms. Vaughn, are you making any changes to the current building as far as the doors (storefront). Mr. Naziri, just like the Copper Canyon building they demolished the entire side, took everything out and started brand new. I am going to do the same. Remove everything and replace with wood frame

structure with windows. Concerning the picture, Mr. Naziri states, the picture would be good enough to get an idea of what I am doing, the only change on the picture are the doors in the middle, changing from a single door to a double door. Ms. Colleen Knight, those doors will be a total of 72" wide? Mr. Naziri, correct. Ms. Kathleen Couch, someone mentioned side lights, can you (staff) read the email again? Staff, "The side front Doors will be 3'-0" wide x 96" high and the middle double door will be 72" wide x 96" high with both sidelights. I am waiting for the front façade window design and do not have them yet, that is the main reason for the delay. But, I cannot delay the storefront any longer, so please delete that one from the application." Ms. Couch, what size are the glass panels next to the 3'-0" x 96" doors? Mr. Naziri, there is roughly 8'-0", I still have to make a decision on the size of the hallway because of the sprinkler system, but I am thinking roughly 8'-0" to 8'-6" hallway. The door will be two (2) doors equaling 72", then whatever is left a sidelight will be installed on both sides of the door. The sidelights will roughly be about 1'-0" each. Ms. Couch, I meant the glass panels that are located on either side of the front double door, you have a door, two windows, then the double doors, what size are the large windows flanking the doors? Mr. Naziri, I gave you the size of the double door. Ms. Couch, not the double door? Mr, Naziri, a double door with 1'-0" sidelight on each side, then there will be a storefront window? Ms. Couch, what are those sizes? Mr. Naziri, the storefront. Ms. Couch, correct. Mr. Naziri, about 7'-0" roughly each. The sizes are as follows: 7'-0" storefront, 8'-6" in the middle then large door on the side, all of these will be opened to the front. It will look like an open area to the front. Ms. Vaughn, it seems that you are doing some major renovations to the front of the building, do you have any plans/drawings because we are asking you a lot of questions and normally with applicants come in the drawings are very detailed. They bring in a lot of information, for example, plans with dimensions and example of materials. It is very difficult for the Commission to form an opinion with the information that has been provided. Mr. Naziri, I can give you any plan after I start building. Ms. Vaughn, you do not have a plan before you build. Mr. Naziri, I am going to start building and as I start building I will make it nice, then I will give you a plan. Ms. Vaughn, you have to have plans to give to your builders. Mr. Naziri, when the construction starts inside the building, I will have to submit that portion to the City for approval to do the construction, this is different from what is being discussed. Ms. Vaughn, no it is not different, we (the Commission) have to understand what you are planning to build in order for us to approve your request. Ms. Rebecca Clark, he has given us what we need. We don't have to know what he is going to be doing with the inside. (23:00) THE CONVERSATION CONTINUED BETWEEN 3 TO 4 INDIVIDUALS AT ONE TIME. COULD NOT DESIPHER THE INFORAMTION. (23:10) Ms. Clark, you have a fixed distance, you know you are going to have a door in the middle two sidelights on the side and you are going to have some type of storefront in the middle. (23:20) THE CONVERSATION CONTINUED BETWEEN 3 TO 4 INDIVIDUALS AT ONE TIME. COULD NOT DESIPHER THE INFORAMTION. (23:35) Mr. Scott Craigie, what she (Rebecca Clark) is saying is that you have so much storefront, he ( Mr. Naziri) will make it work according to the specifications and what is leftover will be the sidelight. Ms. Clark, the façade is already gone. When Belk purchased the building they installed a huge metal overhang, which is gone. So, no matter what, you are looking at a blank slate and what I am assuming Mr. Naziri is trying to create a look similar to Copper Canyon. We have already done this to another building and they had to do the same thing to that building, because that building the façade was

removed. Ms. Vaughn, did Copper Canyon not just give us a picture, they presented quite a bit of details of the building and the materials that were going to be used? Ms. Colleen Knight, the materials are very important, but how pretty the building will be, is irrelevant. I don't understand the importance. Ms. Vaughn, this is the written application and information that the Commission has on the request and I don't know what the materials are going to be other than wood and glass. Ms. Knight, that is what is important. Ms. Karen Mann, in the past we have had people bring in detail drawings, the surface is not changing in size. Ms. Knight, he is not sure where the hallway is going to be located and that is why he does not want to tell you how big the windows will be on the outside. Ms. Mann, I have seen sheds with more detail than what is being presented. Mr. Naziri, there is going to be a 3'-0" door on the right then a 7'-0" storefront then 1'-0" sidelight then (2) 3'-0" doors the 1'-0" sidelight, then 7'-0" storefront then and then a 3'-0" door. If you have any objections to the sizes, for example, if you want them bigger or smaller, then that will be a different story. Ms. Clark, I don't see any difference than someone coming up with a new floor plan on a home and doing a renovation, we do not have to know what is inside. We have to know information concerning the exterior, if it will meet the Guidelines and if it fits within the district. The building is not going to look like it is in a different era and it is already a non-contributing structure. Ms. Mann, but some day it will be a contributing structure. (27:54) THE CONVERSATION CONTINUED BETWEEN 3 TO 4 INDIVIDUALS AT ONE TIME. COULD NOT DESIPHER THE INFORAMTION (27:59). Mr. Naziri, needed to add something, when I considering purchasing the building, before I put in a contract, I came and asked questions and I was told specifically that I did not have to worry about anything. This building is not a historic building and you can do "Anything you want to do with this building." (28:20) THE CONVERSATION CONTINUED BETWEEN 3 TO 4 INDIVIDUALS AT ONE TIME. COULD NOT DESIPHER THE INFORAMTION (28:39) Ms. Vaughn, tried to speak and Mr. Naziri interrupted and would not let Ms. Vaughn speak. Ms. Mann, you are a commercial builder, so I except that you would present a plan and it would be correct. Mr. Naziri, I have spent $80,000.00 just on the front façade of the building in Downtown Washington. Ms. Couch, the question I have is that if you give me a picture like this (referring to the front elevation). Mr. Naziri, interrupted Ms. Couch and would not let her finish her questions. Mr. Naziri, I did not give you the picture it came from this lady right here (pointing to Staff). Ms. Couch, continued with her question, I except from someone that is requesting a Certificate of Appropriateness would have a picture that represents what you are planning, this does not represent what you are planning. When you finish your construction, we (the Commission) could possibly see something different from what has been submitted and I think that some of the Commission would like to have a better idea of what you are planning before the Commission votes on your request. Ms. Vaughn, directed to Mr. Naziri, you need to understand when people come before us they provided and we (the Commission) ask for a lot of information about specifics of the project and we (the Commission) has to be consistent with applicants who come before the Commission. Mr. Scot Craigie, there is a little difference between the shed comment that was made earlier and what is being discussed. The shed was probably a new construction, so there are specifics as to dimension and everything, but this is 100+ year old building that he is fitting. Ms. Mann, the dimensions of the building are not changing, it is going to be the same. Mr. Craigie, it is like Mr. Naziri said he is working from the inside out. Ms. Knight, if the dimensions from the hallway might change it will affect the how wide the sidelights are on each side of the

double doors. Ms. Knight, feels like if the only reason we are going to deny is because we do not know how wide the sidelights are going to be on either side of the double door, that is ridiculous. We know that he is using wood and glass, which are proper materials, he has told us and has given us this picture (referring to the front elevation) of an idea of what the front, he has said that he is going to model it from Copper Canyon and several of the other buildings downtown. I personally do not understand, yes it would have been nice to have a better picture, but I don't feel this is enough reason to deny the request. If this is a problem, that should have been taken care of before he (Mr. Naziri) came before the commission. If there was not enough information in the packet, then Mr. Naziri should not be appearing before the Commission. Ms. Couch, that does not mean that we have to vote on the request, because he is not prepared. Ms. Knight, I feel like he has the information that we need. Ms. Couch, he has been up before the Commission several times with the same problem. Chairman, Cheri Vaughn, stopped the discussion. Mr. Naziri, added that there is something called Design Build and this is what he is doing with the building.

- Chairman, Cheri Vaughn, asked for questions from the audience.
- Mayor Pro-Tem, Ms. Virginia Finnerty, came forward and was sworn in. Ms. Finnerty, has very strong feelings about what is going on here tonight. This gentleman turned in his application two (2) weeks ago, Okay. At that point in time the person receiving that application should have looked at all of the documents and if it was incomplete contacted him and say that it was unacceptable and told him he would either have to withdraw it or add the information. That is on the City, that is on the person that is hired by the City to receive that application. It is not his fault that the information is not there. The City has his contact information and could have called him. Two (2) weeks, Okay, that is reason for you to vote today. You can not penalize him because we screwed up. Number one. Number two, it is a noncontributing building, do not apply, the rules for the historic does not apply for insignificant buildings. That is ridiculous and ludicrous. This man is wanting to spend thousands upon thousands of dollars to make that building, which was crap, into a nice building and you are holding him. This absolutely unacceptable you guys. Think about what you are doing. Thank you.
- Chairman, Cheri Vaughn, asked for questions from the audience.
- Mr. Jeff Furst, came forward and was sworn in. Mr. Furst, is the owner of the old Scoops Building on Main Street. Mr. Furst, has an interest in seeing that the building maintains its historic feel. He wants to speak in support of Sed Naziri. When Belk purchased the building and placed a huge sheet of metal over the front façade and covered all of the beautiful arch ways. Then it fell into disrepair and to see all of those cinder blocks, it was an eye sore. Then I saw what Sed was doing removing the cinder block and I don't know if you have noticed the work that he has done showing the beautiful archways, I didn't know if he needed to do that. As a business person, I had two (2) renters paying rent (which is huge help), then Sed comes and restoring it for all of our benefit. I just wanted to say that as an investor and a citizen in this town. The last thing I want to say, while he is investing all of this money he is lifting all of us up. I remember coming before this committee once before they talk about the information that you needed to have and before submission I ripped out the front of my building, I did not know what I was doing, as far as this committee goes, and I had done the drawings with a magic marker and a picture that I took with my phone and submitted it, very

primitive, and I was told that it would be enough and it was. It was approved and I put in the new storefront. I don't fault Sed for presenting information that might not be in as much detail because I was just as guilty. I guess in my mind the most important thing is, it shows that he is not going to do something crazy, like putting up steel and modernize, and to me it is obvious, even with the primitive things that he has shown you, I think is enough of an indicator to say listen it is not going to be crazy, out of the ordinary. He is referencing it to other buildings that are around that corridor and I am comfortable and loving what he is doing. I know there is some contingent here and understand that but, I am just one person who has invested in this town, I love what he is doing and I hope you appreciate what he is doing as you make your decision. Thank you

- Chairman, Cheri Vaughn, asked for questions from the audience.
- Mr. Trent Tetterton, came forward and was sworn in. Mr. Tetterton, he is the third speaker and will keep his comments to a minimum. Wants to remind the Commission, that Sed initially came before you (Historic Preservation Commission) to get approval to do the repairs on the front façade of the building back in November, when he had the availability of an incredibly good masonry craftsman that was going to be able to transform the building, just as he has ultimately as he has transformed the building. He had a small window of opportunity to be able to engage that craftsman and as a result of a thirty (30) day delay. It ended up that he was not able to seize the opportunity, the intention would have been that the building façade would have been completed by the first of this year. Here we stand today almost one (1) year later and the building's façade was just unveiled today with all of the scaffolding coming down. I hope that you will take the time to ride down Main Street and take a look at the building and see an example of the exceptional craftsmanship that has been done, he has actually recreated granite from masonry and amazing job. One thing I would like to say is that everything that Sed has done and all of the discussions that I have had with him, for the total time that he has been involved, he has done nothing but absolute first class work. He has gone far beyond what would normally be expected of someone and does not have any reason to believe that anything that he is proposing to the Commission is going to be any different from what he has already shown. Hope that you will take in consideration all of the things that have happened. Sed has been immediately responsive to everything that has been asked of him. He came before this board this time submitting the paperwork and was under the understanding that everything that he had submitted was on target and then he finds out the last minute that things are not exactly what that should of been. It seemed like the rules have changed the last minute. He hopes that the Commission would not penalize him, we need to do everything that we can to be encouraging of Sed to continue with his investment and hopefully get this project wrapped up so it can turn what used to be a white elephant in the middle of downtown to the shining star downtown. Thank you.
- Chairman, Cheri Vaughn, asked for questions from the audience. No one came forward. Brought back to the Table for discussion.
- Ms. Rebecca Clark, feels like there is enough information for the storefront and the windows. Mr. Naziri has done what the Commission has asked and the Commission has done things similar to this, we allowed him to cut holes without an architectural drawing. He has done the work even better than the way he said that he would has been completed. Personally, she feels that he

as full field what he said that he was going to do on the windows and the storefront. Mr. Scot Craigie, agrees. Ms. Cherie Vaughn, I have to agree that I want the horrible looking building to be transformed into the beautiful building and I think it will bring a lot to the downtown. Also, Mr. Naziri has come before the Commission multiple times and we have with little information approved what he has requested. I am afraid that this may be setting a precedence when other applicants come before the Commission. If we make a motion to approve this, I think that we need to state clearly the reason why we are approving the request. So that applicants will know not to come before the Commission with minimal information, whether we know them or not. The Commission has been criticized before for not being consistent and want to make sure that this is being considered. Ms. Clark, feels like if we have something come before the Commission that is not meeting the criteria it should not come before the Commission. Ms. Knight, he answered our questions that the Commission had because there was not enough information in the packet. Ms. Couch, the biggest problem that she had was that the drawings are inaccurate. Usually we request, even if it is a magic marker on a photograph that they depict something very close, if it is not exact, to what you are requesting and this is not what I see presented. Ms. Clark, are you looking at the whole building or just the storefront. Ms. Couch, I am looking at the storefront, that is my concern, I know that he has a history of doing very good work. Ms. Knight, he did explain and gave us the dimensions of the doors, if its due to that it is a single door instead of a double door, we have approved drawings that are equally inaccurate. Mr. Craigie, the only difference on the storefront is that the center door is single verses a double door, he said that up front and he gave the dimensions. Ms. Couch, it would look more balanced. Ms. Mann, it would help me to see the existing as well. In the Design Guidelines it mentions changing Storefronts, so I don't think this is a larger leap from that but, typically we see what is existing, and on this building there has been plywood up during construction and I did not have that to compare. Ms. Clark, but all of us know what that building looked like and have went past it a thousand times and as a Commission member the first time Mr. Naziri made the request, it was our responsibility to go by and look at the building, then you would have seen the front. Ms. Mann, I wonder if in the beginning if Mr. Naziri was told he could do whatever he wanted to do, then why is he coming before the Commission? That what has been stated. Ms. Clark, that is not for use to discuss and if that is an issue that is something for the City Council. Ms. Knight, we all have to agree that there is a lot of misinformation, I know when bought my house I was given some very bad information that was not true.

- Chairman, Cheri Vaughn, asked for any more discussion. No one answered.
- Chairman, Cheri Vaughn, asked for a motion.
    - Rebecca Clark made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to, INA, LLC to make the above changes on the property located at 157 West Main Street. The construction of a new storefront as described with wooden frame and glass and the replacement of the existing side windows with the specifications that were presented to the Historic Preservation Commission and the installation of the new side windows with the specifications that were presented to the Historic Preservation Commission. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission

Design Guidelines. Colleen Knight seconded the motion and all voted 5 in favor and 1 opposed.

2. A request has been made by the City of Washington for a Certificate of Appropriateness to make the following alterations to the Streetscape on West Main Street from Gladden to Market Street:

   a. Altering the existing street layout
   b. Changing sidewalk materials
   c. Replacement of trees
   d. Installation of new trash cans, benches, bicycle posts, and planters
   e. Installation of new light posts

      - ❖ Ms. Kathleen Couch, made a motion for the Commission to consider each item separately. Rebecca Clark seconded the motion and all voted 3 in favor and 3 opposed. The motion did not pass with a majority.

   - Staff came forward and introduced Allison Platt with Rivers and Associates. Ms. Platt is the designer for the Downtown Streetscape Improvements. Ms. Platt designed the Promenade on Stewart Parkway, the Downtown of New Bern and Goldsboro. We are coming before the Historic Preservation Commission to see if the proposed design is congruous with Historic Design Guidelines. Ms. Platt was sworn in.

   - Ms. Platt, asked the Commission if any of the members attended the informational meetings. Some of the Commission members answered yes. Ms. Platt, presented at those meetings were various brick pigment colors and various types of street furniture. Based on the input of property owners and citizens and staff we have decided on numerous items. Referring to the drawings that are on display in the City of Washington Council Chambers. Ms. Platt described what has been completed in the design portion of the project. There are 60 sheets of details going down to the brick level. Referring to the Concept Sketches showing the layout, the existing sidewalks are about 9'-6" wide, which is narrow for a modern streetscape. After looking at the bump outs that are existing, we decided to remove the parking along the Northside of Main Street, by doing this the parking was reduced by three (3) spaces. Plans are complete, there will be some last minute changes. Now we need to go thru some of the elements that need to be approved.

   - The first sheet shows the first block showing the turn from West Main Street into W Stewart Parkway making it more pedestrian friendly. The goal of this is to enhance the historic buildings of downtown. One design element was that the pattern of the Promenade was flipped for the streetscape. We needed this to be a little different because of the trees with the pavement the pattern would be a little different. It is also more complicated to fit a pattern on a historic streetscape because you have historic grades, water meters and other utilities that have to remain hidden. The electric will be going underground. Fortunately, most of the electrical feeds are located in the rear of the buildings. That made it easier to put the rest of the electrical services underground.

   - The third page is showing the design limits (red line). This includes the intersection of the following:
     a. Gladden and Main
     b. Respess and Main
     c. Market and Main

- You have to include the intersections to make the concept flow and not to feel like it is abruptly stopping. The colors are flipped from the Promenade to the Streetscape. The reason for the change is due to the south side of the street is mostly in the shade and also the downtown has really tall buildings for a downtown of this size. The buildings that are existing are pretty dark. The thought was to reverse the colors to lighten up the area. Referring to the brick samples; Ms. Platt shows the Commission the brick color compared to the existing brick that is currently installed at the Promenade.

- The long term goal is to extend down Market Street. The brick will be flipped again to the same to match the Promenade. This is due to that Market Street has more natural light and to give each street their own identity. The existing conditions that have caused issues was the drainage. By re-engineering the road the drainage problem will be resolved. This will also illuminate the "Valley" gutters. Referring to the cross-section of sidewalks have increased to 14'-6" on both sides of the street. This will allow more outdoor dining and will help with the growth. This was also to try to discourage semi-truck from driving downtown along Main Street.

- Street Furniture:
  - There were millions of choices. (Referring to the display board of street furniture.) The city wanted to have hanging planters on the street lamps, but due to wind loads this was not possible. So, in order to have the effect of natural vegetation and adding color to the downtown, we have chosen planters. These planters will be installed along each side of Main Street, and will be installed permanently with irrigation installed.

- Handicap Ramps:
  - There will be 5-6 handicap ramps. The ramps will have not railings but will have reflective paint and a planter at the landing. The planters will be installed to make people aware of the ramp.

- Bollards:
  - (Referring to the displace board) The proposed bollards will have a historic look. They will be installed at the corner of each intersection drop and at the handicap ramps. The bollards will also help to keep trucks from running over the curb.

- Bike Rack:
  - The back rack has the same look as the bollard with the addition of the metal circle. This is to represent an old hitching post.

- Trash Cans:
  - Will be simple and sturdy, but are not to attract a lot of attention.

- Trees:
  - There are two (2) possible trees; one being the Elm Bosque and Princeton Elm. Both trees are fast growers and grow tall and not outward. The Princeton Elm has a "V" shape and can grow up to 40'-0" tall. We have spoken with several store owners and have asked not to have Holly trees, due to the trees block the entrance of the store. The trees will also have a receptacle installed at the bottom.

- Benches:
  - The benches will be placed around the Park at Stewart Parkway. There will be table and chairs and concrete benches. Also, we have found benches that are to be installed on a radius. These benches will be installed in a circle at the park.

- Ms. Platt asked for any questions. Ms. Rebecca Clark, asked about the streetlights.
- Streetlights:
  - The street lights will be an acorn light with hats. The post is a "D" style light. These lights are great due to they will shine there light down towards the grown and not up to the sky. With the hat installed any people living on the second floors and above will not be disturbed by the light. The post looks classic except for some striations. These striations are hollow and will allow for speaker wire, electricity, etc... to be installed up the post. There will also be a receptacle at the top of light.
- Ms. Rebecca Clark, this is a wonderful job. Ms. Platt, loves working in Washington.
- Chairman, Cheri Vaughn, asked for questions from the Commission and audience. Ms. Rebecca Clark, how will be making the decision for the trees, I like the Elms. Ms. Cheri Vaughn, how big will the trees when they are first planted? Ms. Platt, that will be up to the City and the budget. You do want to purchase a tree that has some growth, so that the tree will not be vandalized. Ms. Vaughn, how fast will these tree grow? Ms. Platt, both trees will grow to be large trees up to 40' tall and in a "V" Shape. We have had some problems with stock of the trees. Ms. Vaughn, how are the planters going to be watered? Ms. Platt, there is a built in irrigation in each planter. The planters are very heavy and are not movable. Ms., Kathleen Couch, are the existing trees that are obstructing the downtown can they be saved? Ms. Platt, that will not be feasible. Ms. Couch, they have to be moved? Ms. Platt, even if we tried to save the trees they usually die during the process. Ms. Karen Mann, the biggest change is that there will no longer be parking on one side of the street, you are removing the bump outs, so there will be parking on the others. Have the Fire Marshall given approval? Ms. Platt, the bump outs take up a lot of room, the loss of parking in this design will be 3 spaces in the first block. This will not be noticeable. There will also be two pads for sculpture and will give people a way to better enjoy them. Ms. Vaughn, Staff, we gave permission to the Turnage to install the artwork, will the artwork be implemented into the streetscape plan? Ms. Platt, I have spoken to the Turnage concerning the brick and the art work. There will be two pads installed for artwork. The Memorial Bricks will be removed and reinstalled, they will not be in their current spot. The Turnage was told if they wanted to come and make the existing Memorial Brick they were welcome to take on that task.
- Chairman, Cheri Vaughn, asked for questions from the Commission and audience. No one came forward.
- Chairman, Cheri Vaughn, brought the discussion back to the table.
- Chairman, Cheri Vaughn, asked for a motion.
  - Colleen Knight made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to, INA, LLC. to make the above changes on the property located at 157 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 4.0 – Streetscape and Site Design. Rebecca Clark seconded the motion and all voted 6 in favor and 0 opposed.

## VI. Minor Works

- Rebecca Clark made the following motion to approve all minor works. Kathleen Couch seconded the motion all voted 6 in favor and 0 opposed.

## VII. Other Business

1. None

## VIII Approval of Minutes – November 5, 2019

- Kathleen Couch made a motion to approve the November 5, 2019 minutes. Scot Craigie seconded the motion all voted 6 in favor and 0 opposed.

## X Adjourn.

1. There being no other business
   - Rebecca Clark made a motion to adjourn. Kathleen Couch second the motion all voted 6 in favor and 0 opposed.