

**Members Present**

Colleen Knight – Chairwoman  
Scot Craigie – Vice-Chair  
Scarlett Boutchyard  
Kathy Burdi  
Elizabeth Stallings  
Cheri Vaughn  
**VACANT**

**Members Not Present**

**Others Present**

Mike Dail, Director, Director Community and Cultural Services  
Domini Cunningham, Historic Preservation Planner  
Dawn Maye, Administrative Support Specialist

**DUE TO COVID-19 MEETING WAS CONDUCTED VIA Webex.**

**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. Election of Chair and Vice-Chair**

1. Nominations for Chair:
  - a. Scot Craigie nominated Colleen Knight. There were no additional nominations. Colleen Knight is the new 2020-2021 Chairwoman for the Historic Preservation Commission.
2. Nominations for Vice-Chair:
  - b. Elizabeth Stallings nominated Scott Craigie. There were no additional nominations. Scott Craigie is the new 2020-2021 Vice-Chair for the Historic Preservation Commission.

**V. Old Business**

1. None

**VI. Certificate of Appropriateness**

**A. Major Works**

1. A request has been made by Jason Sheppard, Owner of Shep's Grill for a Certificate of Appropriateness to make the following changes on the property located at 129 N Market Street.
  - a. Level off the concrete pad located on the rear of the building.

- b. Construct a screened in porch to house a smoker to be used for the restaurant on the rear of the building.
- Chairwoman, Colleen Knight, asked Jason Sheppard to remove his mute button and was sworn in.
- Mr. Jason Sheppard explained his request. Presently located on the rear of the building is a concrete pad that was used for storing a dumpster. Over the years he has smoked meat and would transport the meat to the restaurant. Mr. Sheppard would like to construct a screened porch to house a smoker. The Landlord gave Mr. Sheppard the approval to install the smoker and has received approval from the Health Department. The building will be constructed out of metal with a screen in porch. The walls will be about waist high and screened up to the roof line. Mr. Sheppard will make sure that all overhangs do not cross over the property line. The door will swing out into the alley and being that Will Page owns the alley next to the restaurant this will not be a problem. With the construction of the downtown area now would be a good time to complete this addition.
- Chairwoman, Colleen Knight, asked for questions.
- Scott Craigie, Will the building be completely enclosed behind the existing restaurant? Mr. Sheppard, yes, it will look almost like a screened building with a lean to roof coming off of the existing building. Mr. Craigie, based on the first picture, does it come out any to the left? Mr. Sheppard, it will come off of the corner of the building and go back toward were the concrete pad stops.
- Elizabeth Stallings, will it be mostly visible to the parking lot, how visible will it be to the neighborhood and to the streets? Mr. Sheppard, it will be visible to the people that live directly across the rear of the building and the building is shielded from Second Street.
- Chairwoman, Colleen Knight, asked for any additional questions. No one answered
- Chairwoman, Colleen Knight, asked for any questions form the Community.
- Council Member, Virginia Finnerty, anything would be better than what is presently built. Elizabeth Stallings, it would be an improvement to the ascetics of the rear of the building.
- Scott Campbell, asked to speak and was sworn in. Mr. Campbell, will you be serving customer out of the building? Mr. Sheppard, there will be no service coming from the building. Everything will go through the restaurant. Mr. Campbell, the building to the left of your building are going to have two (2) apartments upstairs and apartments across the parking lot, would like clarify on how much smoke that would be generated from the smoker. Mr. Sheppard, there will not be any more than what you see coming out of any restaurant that has a hood ventilation installed. Mr. Campbell, is there any type extraction for the smoke or will the smoke go to the open air and dissipate? Mr. Sheppard, the smoke will dissipate.
- Chairwoman, Colleen Knight, asked if anyone else from the Community would like to comment? No one answered.
- Chairwoman, Colleen Knight, asked if anyone from the public would like to speak against the application? No one answered.
- Chairwoman, Colleen Knight, asked for a motion.
  - ❖ Scot Craigie, Vice-Chairman made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Jason Sheppard, Owner of Shep's Grill to make the above changes on the property located 169 N 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 5.3 - Additions.** Cheri Vaughn, seconded the motion. All voted, 6 in favor and 0. The request was approved.

2. A request has been made by John and Sherry Mosley for a Certificate of Appropriateness to make the following changes on the property located at 243 E Main Street:
  - a. Move front door to the east side of the porch.
  - b. Extend knee wall across front façade with stone or cement cap.
  - c. Install faux river stone siding to cover cement block walls.
  - d. Enclose yard with PVC picket fence along Harvey Street and on west side of Myer's house.
  - e. Replace original driveway on west side of main house with a concrete driveway.
- Cheri Vaughn, suggested that the Commission discuss and vote each item separately.
- Chairwoman, Colleen Knight, asked if the Commission wanted to begin with Item "A": Move the front door to the east side of the porch? The Commission agreed.
- Chairwoman, Colleen Knight asked John Mosley to remove his mute button and he was sworn in.
- Elizabeth Stallings, what is the rationale behind moving the front door to the side? Mr. John Mosley, this is in reference to the flower shop and changing the structure into a cottage while work is being completed on the main house. We are wanting to make that a small porch area, that is shown on the plans located in your packet, and to remove the industrial front door. Then you would enter from Harvey Street onto the front porch and then to the front door of the house. We are trying to make it open and more like a cottage with a front porch.
- Mr. Scot Craigie, within the porch, will the door still be going on the front? Mr. Mosley, yes, we have installed an interior wall with a Dutch door that was saved from the Myer's house, this will be the new front door. You are not able to see it due to the plywood. The plywood was installed due to a hurricane that blew out the windows.
- Ms. Scarlett Boutchyard, confused on how this plan is going to work with the plate glass that is supposed to be replaced. Mr. Mosley, the plate glass is gone. Ms. Boutchyard, thought that the replacement of the glass was already approved in October, 2018. Mr. Mosley, we never requested to replace the plate glass, it blew out from the storm. The side glass area located on Harvey Street, there will be a cut out in the knee wall so that you can step up onto the porch from Harvey Street. The columns will be finished off and this area will become an open porch. Originally, we had requested for it to be screened in and we were turned down. The top of the knee wall will have a cement cap, like a countertop style. Then you would enter the area from the Harvey Street side. This will not be a door; it will be an opening. The new door will be to your left just as you step onto the porch.
- Mr. Craigie, what will be going in the current door location? Mr. Mosley, that is where the half wall will be installed and the existing door will be removed. Which will make an open porch area that you will enter from Harvey Street. Mr. Craigie, you are extending the whole front on Main Street and will that will be open facing Main Street. Mr. Mosley, yes, this will be an ornamental knee wall and will make the area into a porch. It is not much, but, it will change the look of the building from industrial to a cottage look. Then the interior wall will become an exterior wall of the building. There will be two new windows installed and a new door on the inside of that rear. The pictures (shown during meeting) are older and way before the HardiePlank cedar shakes were installed on the top and before the glass was blown out due to the storm.

- Colleen Knight, to clarify, you are wanting to take out the glass in the storefront area and turn into an open porch? Mr. Mosley, correct. It will be an open, with one step going into the porch. Mr. Craigie, that is just the entrance way into the porch and the door to the home will still be on the front facing Main Street. Mr. Mosley, yes, it will be recessed into the porch area. Scarlett Boutchyard, the plans that are in the packet are for the screen porch that you had previously submitted and were denied, that is way it shows up as a door. Mr. Mosley, yes, we are not doing that door nor the screen porch.
- Ms. Boutchyard, Colleen, we talked about voting, addressing each item separately, but it is hard to address item "A" without item "B". Chairwoman, Colleen Knight, agreed, they both are very connected. But item "A" is not what they are asking for, they are asking to move the door to the east side of the porch. Mr. Mosley, it is worded as a door, it is really just a doorway. Ms. Boutchyard, when looking at the left side would not be any different than the right side of the porch? Mr. Mosley, the cut out of the knee wall is so that you can step onto the porch. You would step onto the porch on the left side.
- Cheri Vaughn, is there anything in the application that says you are removing the glass and the front door, that is a total change to the building. Mr. Mosley, the windows were blown out during a hurricane. Ms. Vaughn, that does not matter, the glass can be replaced. The questions are where is the application to remove the glass windows in the front and the door, I do not see any application. Mr. Mosley, from the last application. Ms. Vaughn, that was denied. Mr. Mosley, the screen porch was denied. Ms. Vaughn, was it approved to remove all of the glass? Mr. Mosley, they said it was ok to make a porch area as long as it was not screened. Ms. Boutchyard, I don't think we had anything about removing the whole steel frame and structure and glass of the front door. Mr. Mosley, that was all blown out during the hurricane. Ms. Boutchyard, the glass was, but the steel frame and structure was not. Mr. Mosley, that was part of it... Ms. Vaughn, regardless that is part of the building. Mr. Craigie, how about if we go ahead and make the storefront part of "A" and "B", it is just going to be open and it is not a storefront anymore, it is going to be a front porch. Mr. Mosley, the estimate for replacing the glass was \$6,500.00 just for the glass. All of the aluminum framing was bent after the hurricane and was attached to termite damaged wood.
- Mr. Craigie, this is going to be a cottage now, not a storefront. Ms. Vaughn, we have some Guidelines that changing a storefront or an office to something other than commercial shall not be allowed. Ms. Knight, wouldn't that be in the commercial district? But, it is not going to be commercial anymore, it is going to be a cottage. Ms. Vaughn, it was a storefront and it says you are not supposed to change a storefront to a residential, to make it look residential. Ms. Boutchyard, I think our Guidelines address the exterior façade of the building and if someone wanted to make that interior into a cottage they can do so, if they follow the building code provided by the City. But, they cannot change the front façade. Mr. Craigie, this is not really a business district, this was a business that was put in part of someone's home in the Historic District and is not a contributing structure. Ms. Vaughn, it was a commercial building. Kathy Burdi, does the same thing hold true if you wanted to create a commercial building in the middle of a residential area? Ms. Boutchyard, if it is zoned appropriately.
- Staff, in this zoning district you would not be able to convert a residential house into a commercial business, but if you had a commercial business you could convert to a residential home. Once that is done you will not be able to convert the property back to a commercial business without, rezoning that property. Ms. Boutchyard, that would be a Special Use Permit. Staff, would have to look into what type of permit is needed. Ms. Knight, how old is this building. Mr. Mosley, mid 60's. We got prior approval to convert this into a cottage a long time ago. Ms. Vaughn, you can do that, you just cannot change

the outside of the building. Kathy Burdi, that does not seem practical, residence with all glass. Ms. Vaughn, we have to abide by the Design Guidelines.

- Mr. Craigie, asking Ms. Vaughn, can you quote what part of the Design Guidelines that is in question. Ms. Vaughn, Chapter 3.7.1 and 3.7.6. Mr. Craigie, 3.7.6, “other than commercial shall not be allowed”. Ms. Vaughn, you can make it residential, but you are not supposed to change the storefront and Chapter 3.7.1. Ms. Boutchyard, to make the building residential, is a usage permit and does not have anything with the façade. Mr. Craigie, yes it does, it is talking about commercial. Ms. Vaughn, this was a commercial building. Mr. Craigie, it is not anymore. This debate continued. (32:57 – 36:00)
- Ms. Knight, we treat non-contributing buildings differently than contributing buildings. We have disagreed on this in the past. Mr. Craigie, believes what was mentioned in the last request will look better than a cinder block house. Ms. Vaughn, we have talked about, in the past, non-contributing structures, however, this structure is very unique looking and adds a lot of interest to the Historic District. It was a commercial building now the Guidelines are here specifically talking about this type of building. Seeing commercial buildings in the Raleigh Historic District that have been turned into residential and still retained the storefront of the commercial look on the outside, and it adds a lot of character to the District.
- Mr. Mosley, please consider the request, we have always requested to turn this building into a cottage. It is an industrial corner in the middle of a residential neighborhood. Ms. Boutchyard, you have a church across from the property. Mr. Craigie, you have churches on every corner. Mr. Mosley, please consider, we have installed the HardiePlank cedar shakes on the front and that was approved. We are going to do away with that concrete block building.
- Mr. Craigie, asking the Commission, what is the point in keeping a glass storefront on residential home? Ms. Vaughn, the point is that it is following the Guidelines, Scot you are the one that says we need to be consistent and the way you be consistent is that you follow the Guidelines. Mr. Craigie, but we are not consistent in so many ways and why does this residential cottage has to be the example, is that what you are telling me? Ms. Vaughn, I am telling you, you have to come back to the Guidelines and if there is a reason to deviate from the Guidelines, then you deviate from the Guidelines. There is not a reason to deviate from the Guidelines, when the Guidelines specifically states. The debate continued. (39:36 – 41:35)
- During this debate Sherry Mosley swore herself in and continued to speak without being officially sworn in by Staff. The debate was stopped. Staff then swore Ms. Mosley in according to the *Historic Design Guidelines, Rules of Procedure*.
- Ms. Knight, the glass is not there anyway, would there be an objection if they left the knee wall and left the door opening in the current location and did not replace the glass, it would still have their open air appearance without changing the front. Mr. Mosley, does not want to leave the door in the middle. Ms. Mosley, we are trying to get the entrance to be where the front door will be located. The only thing we want to do is to take the door out and continue the knee wall and open the knee wall on the side. Ms. Knight, trying to find a compromise for everyone. Mr. Mosley, if the doorway stays were it is I will lose all of my usage because it swings into the porch and the door will not open completely, due to the damage of the door. We want it to look like a cottage. Ms. Mosley, we would like it to fit in with the neighborhood.
- Ms. Boutchyard, asking Staff, to clarify non-contributing structure and how that may change in the future? Staff, at the time the survey of the Washington Historic District was completed, any structure that was over 50 years old were considered to be contributing,

that was when the report was last completed. When the report was completed this building was not over 50 years old, so according to the current report that structure on that property is non-contributing, for that reason. If a new report were to be completed, it would have probably aged in, but there is also a matter of the architectural significance, which would need to be studied by the State Historic Preservation Office for that specific structure. Even some structures that were over 50 years old might not be contributing, depending on the design and style. Unless another report was completed for the District it is still currently non-contributing. Ms. Boutchyard, in the event a study was done and it was aged in, based on the age, then the research would have to be completed to study the architectural style. But, if this entire façade was changed it would be a moot point and would not be eligible to be a contributing structure. Staff, will need to complete more extensive research concerning these types of changes.

- Mr. Mosley, asking the Commission to please consider the request. Mr. Mosley, wants to make this a livable structure. He cannot afford and will not afford to put \$6,500.00 to put the glass back. We will be forced to; I don't know what we will be forced to do. We want to live in this while working on the main house.
- Mr. Craigie, living in Washington, NC in the summer I would not want to sit in a glass front porch. Ms. Mosley, you cannot even stand it now. Mr. Mosley, even with just the wood you can't stand it out there.
- Ms. Knight, there is no way that you could make it, even if you did not replace the glass and removed the door and just have it opened to a porch. Would that work and then you would not be changing anything structurally. Ms. Mosley, we are not changing anything structurally. We are continuing the knee wall and having the faux stone over the cinder blocks and changing the entrance to the side street instead of the front. Mr. Craigie, that is a good point, they are not changing anything structurally. Ms. Knight, they are, they are changing the knee wall. If they just left it opened and left the door opening without a door, then if someone wanted to come in (NOT AUDIBLE – 47:31) Ms. Mosley, if someone wanted to put it back they would only have to remove the cinder blocks and open it back up. Mr. Mosley, the door will come down and the opening will shift to the left side entrance and the knee wall that is on the other side will fill in the existing door opening. Ms. Mosley, the columns on either side of the doorway will remain. So that we will have just a little bit of privacy. Mr. and Ms. Mosley, continued to explain the concept of the front porch.
- Ms. Mosley, you (the Commission) let the house across the street change their front walk, so they could enter their porch from the side. That is basically the something we want to do except... Mr. Mosley, we will be stepping in from the side porch instead of the front. Mr. Craigie, that is right, to simplify this, they're not changing it, the windows are blown out, you might be taking down the metal and you are going to change the knee wall. Mr. and Ms. Mosley, continued to explain about the front windows and why they cannot replace the windows. The conversation continued concerning the windows, how they blew out and how residence must take precautions during storms.
- Ms. Knight, we cannot force them to replace the glass, we are only discussing closing in the door. Ms. Vaughn, that is changing the front façade. Ms. Knight, if you could keep the opening in the front this would not be an issue. Ms. Mosley, I put some cinder blocks there and it just looked ugly and if we step over the side.
- Staff, stopped the debate (52:29) to get input from the public. This would be a good time before returning to the discussion.
- Council Member, Virginia Finnerty, asked to speak and was sworn in.
- Council Member, Virginia Finnerty, the first comment I want to make, that any structure, anywhere, after sixty years that was historic would be historic in another sixty years with

its changes. So what is the difference? Number two (2), these people have the right to tear that down in one (1) year, if they so choose, instead we are doing everything to prevent them from making their home the way they want. We are dictating how to spend their money, where to spend their money and how to live and we do not have the right to do that. Thank you.

- Chairwoman, Colleen Knight, asked if anyone else from the community like to speak.
- Mr. Craigie, as a commission member, thanked, Council Member, Virginia Finnerty.
- Ms. Mosley, as a home owner, thanked, Council Member, Virginia Finnerty
- Council Member, Virginia Finnerty, you are welcome.
- Ms. Vaughn, as a commission member, I would like say, why then do we have the Commission? Council Member, Virginia Finnerty, to protect buildings that are worth protecting, not a shabby little thing that has no architectural value. Ms. Vaughn, I do not agree. Ms. Boutchyard, we are a Quasi-Judicial Commission, we have to remember that our opinions on the way something looks may not follow the Guidelines. Council Member, Virginia Finnerty, I am sorry, I do know enough about architecture, and this building does not have any architectural style. Ms. Mosley, we are trying to give some type of architectural style. Mr. Craigie, they are trying to give it some character.
- Ms. Mosley, I have walked around this neighborhood, that is the Historic District and I have looked and I have watched approvals that have happened everywhere. Like I said, two houses down on Water Street, that are historic, have been allowed to totally change the outside and I am asking to move a little entrance way from the front to the side. So that we can have a little bit more protection and a little bit more privacy. Ms. Mosley continued (55:31-58:40)
- Mr. Craigie, we don't need go to this extreme. One comment to Cheri Vaughn, you asked what is the point of the Historic Commission, I have asked myself that for the last year. My point about you making some issues about what we are going to accept of a sudden, is crazy. Ms. Vaughn, Scott, we all have opinions and we are here to discuss and we may not all agree. Because I do not agree with you, does not mean I am wrong. I am going by what I believe is my job on this Commission and trying to follow the Guidelines. We make exceptions and there are specific reasons on why we make those exceptions. Then that reason needs to be stated. I am following my training and I may never agree with you or anyone else, I have a vote and that is all that I can do. You all can vote and I am not going to say anything about that, but I have my own vote. Mr. Craigie, I have not said anything about your vote, I am giving my opinion as well.
- Staff, stopped the debate (1:00:40) to request, with Mr. Mosley's permission to table this and Items "C", "D" and "E" of the request. There are two (2) other applications that will be short. The current request will take more time and consideration from the Commission. Staff, asked Mr. Mosley if he would agree for the Commission to table your request until the other two (2) request have been completed. Mr. Mosley, reluctantly agree.
- Mr. Mosley, asks Cheri Vaughn, to please consider that they are going to turn this structure into a cottage. Mr. Mosley continues to plead his case and tells the commission that he will apply for a Demolition by Neglect for the entire property.
- Staff, ask Mr. Mosley to stay on the line until the agenda can be reorganized. Staff, ask the Commission to act officially.
- Elizabeth Stallings made a motion to table the Mosley application until after all applications have been heard. Kathy Burdi, Seconded the motion. All voted, 6 in favor and 0 opposed. The motion was passed. Debate stopped at (1:03:18).

3. A request has been made by Mike Renn for a Certificate of Appropriateness for the removal of a maple tree in the rear of the lot located on the property located at 164 E Main Street:
  - Chairwoman, Colleen Knight asked Mike Renn to remove his mute button and he was sworn in.
  - Mike Renn, described what he has done to salvage the tree, described how many limbs have fallen from the tree and the condition of those limbs. Last year a limb fell and took out a brick pillar and fencing. Limbs are falling out on a regular basis and the tree seems to be diseased. Some of the limbs are large enough if / when they fall will damage Mr. Renn's house and his neighbors. Would like to remove the trees before more damage is done.
  - Elisabeth Stallings, do you plan on replacing the tree and if so, with what type of tree? Mr. Renn, if I remember the Guidelines, you can replace with similar type. We were actually talking about it this weekend, would like the replacement tree to be a small ornamental tree. Cheri Vaughn, there is a tree brochure on the website, this will show you all acceptable trees for replacement.
  - Mr. Renn, if I don't take it down now another 10 to 14 limbs will have to be removed. The troubling part is tree limb that took out my fence was one of the healthier looking limbs.
  - Elizabeth Stallings, can you remove the damage or distresses portion of the trees. Mr. Renn, that is unlikely to remove only the dead limbs. The tree would end up looking like a corn stalk.
  - Chairwoman, Colleen Knight, ask for any questions. There were no questions
  - Chairwoman, Colleen Knight, asked if any from the community would like to speak. There were no questions.
  - Chairwoman, Colleen Knight, asked for a motion.
    - ❖ Elizabeth Stallings made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to, Mike Renn to make the above changes on the property located 164 E 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 4.1 – Landscaping**.
  - Elizabeth Stallings, asked if we need to put in a condition that Mr. Renn replace the tree or is that understood? Chairwoman, Colleen Knight, you can add that condition.
    - ❖ I further move that the Historic Preservation Commission place the following conditions on the approval: replace the tree within one (1) year of removal.
  - Mr. Renn, the way that it is written is that you have a year, but also try to do it in January, to give the area time to settle.
    - ❖ Scot Craigie, Vice-Chairman seconded the motion. All voted, 6 in favor and 0 opposed. The request was approved.
4. A request has been made by Bill and Carol Mann for a Certificate of Appropriateness to install wood privacy shutters at the river side porch located on the property located at 313 Water Street.
  - Chairwoman, Colleen Knight asked Bill and Carol Mann to remove their mute button and were sworn in.

- Bill Mann, asking for permission to install wood privacy shutters on the river side porch of their house. This will give them privacy from a new constructed home that is located 15-feet from their porch. Currently we have a view of five (5) windows as well as their porch. The shutters are being constructed by Beacon Street Builders and are constructed out of wood and will be painted.
- Chairwoman, Colleen Knight, ask for any questions. There were no questions
- Chairwoman, Colleen Knight, asked if any from the community would like to speak. There were no questions.
- Chairwoman, Colleen Knight, asked for a motion.
  - ❖ Scarlett Boutchyard made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to, Bill and Carol Mann to make the above changes on the property located 313 Water Street. This motion is based on the following findings of fact: the application is congruous with the *Historic Preservation Commission Design Guidelines*, specifically **Chapter 3.4 – Windows and Doors and 3.6 – Porches and Entryways**. Cheri Vaughn seconded the motion. All voted, 6 in favor and 0 opposed. The request was approved.

## **2. Request for John and Sherry Mosley Continued: Items “A” and “B”**

- Staff, will go back to Item 2 of the agenda. Previously discussed items “A” and “B”. The Commission can continue or go to item “C”.
- Chairwoman, Colleen Knight, asked the Commission if there was any further discussion concerning items “A” and “B”. Cheri Vaughn, we have talked about that enough.
- Chairwoman, Colleen Knight, asked for a motion.
  - ❖ Scot Craigie, Vice-Chairman made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to, John and Sherry Mosley to move the front opening to the left east side of the porch opening on the property located 243 E 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 3.6 – Porches and Entryways**. Elizabeth Stallings, seconded the motion. All voted, 4 in favor and 2 opposed. The request was approved.
- Staff, clarified that the motion was for items “A” and “B”. Mr. Craigie, yes.

## **Request for John and Sherry Mosley Continued: Item “C”: Install faux river stone siding to cover cement block walls.**

- Chairwoman, Colleen Knight, asked Mr. Mosley if could explain the faux stone. Mr. Mosley, yes.
- Mr. Mosley, found a new product that we did not have access to at the time of the first request, to install faux stone on the structure. This is made similar to the HardiePlank. The stones would be applied to the cinder blocks directly. Staff has a couple of samples of the proposed stone. The stones have structure and weight to them. When the stones are installed they will feel and look of river stone. All of the cinder blocks that you can see on the house and the lower level will have the faux river stones installed. Faux stone were originally installed but, have fallen off over time due to deterioration. These stones were located on the front porch. Believes that Mr. Craigie has seen the sample and Staff knows the feel and can describe the faux river stones Commission.

- Chairwoman, Colleen Knight, are they individual stones and not on a big sheet? Mr. Mosley, yes, they would be mounted to the cinder block wall in the same way if they were real river stone. The faux stone are flat on the back and different sizes, so that there can be a random pattern. Mr. Craigie, I went by and looked at the sample and they are nice. I was thinking that they were going to be a sheet. Mr. Mosley, no they are individual pieces. Ms. Vaughn, what material is used and what is the brand? Ms. Mosley, Staff took the flyer with him and I do not have the name of the product. They are constructed out of cement. Ms. Vaughn, Staff do you have the sample. Staff, yes. Not sure if you will be able to see due to the camera. Staff described the faux stone in detail and focusing the camera on the stone. (1:22:41 – 1:23:52)
- Elizabeth Stallings, did this structure originally have these types of stones? Mr. Mosley, yes, around the knee wall at the front underneath the plate glass and up the sides. Originally they were hand formed. Most has fallen off of the post. That was a cement product and were more styled to look like a hand chiseled stone block opposed to a smooth river stone.
- Ms. Vaughn, how is it applied and the expected life span? Mr. Mosley, it is applied with a special type of cement and will affix itself to the cinder block. This produce is a permanent installation. The cinder block wall will become the backing for the river stone. Ms. Vaughn, and the life expedience is it forever? Mr. Mosley, yes, it is does not have any type of foam or plastic, it is all a stone product.
- Chairwoman, Colleen Knight, ask for any questions. There were no questions
- Chairwoman, Colleen Knight, asked if any from the community would like to speak. Scott Campbell asked to speak.
- Scott Campbell, it is a better product than what was presented a few months ago. I am not opposed for this to be used as a ballast stone, similar to what is currently used in the area. Not in favor to have the faux stone applied to the entire structure, I think that this is not congruous with the general building style used in the Historic District. Personally, would much prefer to see if they wanted to cover the cement with a wood product. Either a clap board style or some version. Not opposed of some limited use of the product, but not to cover the entire project.
- Ms. Mosley, the entire building will not be covered. The top is already the HardiePlank shake siding. The columns on the front porch will be wood painted white and would give a contrast to the stone. Mr. Mosley, they will have molding, the stone will not go up the post. It will cover the existing cinder block wall itself. Mr. Campbell, it looks great, again I am not in favor of covering the cinder block with stone. Mr. Mosley, there are other homes in the Historic District that their entire walls are covered in river stone, so it would not be out of character for it to have the river stone go up 8'-0" to the overhang. Ms. Mosley, we can come up two (2) feet up from the bottom to make it look like a foundation. Mr. Mosley, we can do as Sherry said and paint it and have it more like a foundation, then it would look like a stone wall that sits on a foundation. Mr. Campbell, I can see on the drawing and appreciate your willingness to try to work through all of this, I would be more in favor if something different was done to the foundation, if you are going to use the stone on the rest of the structure, I think all stone is just too much. Ms. Vaughn, what about if the stone is the foundation and use the HardiePlank above the stone. Mr. Campbell, that would be my personal preference. Again, if you are going to throughout covering the cinder block, I would prefer to see a foundation of that stone and limit the amount of stone on the wall.
- Mr. Mosley, we also have to consider the new interior wall that will be viewed from Main Street. I was going to put stone on that as well, to cover up the wood and the construction of that interior wall.

- Ms. Vaughn, how expensive is the faux stone compared to HardiePlank siding? Mr. Mosley, approximately \$9,000.00 to do the stone. Ms. Vaughn, how does that compare to the HardiePlank siding. Ms. Mosley, I don't want HardiePlank siding. Mr. Mosley, HardiePlank has a hard time sticking to cinder block without attaching some type of wood furring strip. Mr. Craigie, cinder block is also very porous and installing wood on the cinder block would also cause other issues.
- Ms. Boutchyard, we did not ask when discussing items "A" and "B" concerning the front area that would be behind the plate glass. This now going to be the exterior front of the house. Are you wanting to install the faux stone on the front of the first level of the residence? Mr. Mosley, yes and would go around the building.
- Ms. Boutchyard, would you share what homes in the Historic District are all stone? Ms. Mosley, down on Main Street on the left hand side. Patch and Ron Clark's house. Mr. Mosley, that is where we got our inspiration.
  - The second house that Ms. Mosley referred too, is out of the Historic District and has no effect on the decision of the Commission.
- Ms. Boutchyard, the house outside of the district is just one elevation in river stone. Mr. Mosley, this is only one elevation. Ms. Boutchyard, this has several sides and visible on all sides. Mr. Mosley, if you look into the back yard you would see it.
- The debate continued discussing patching up holes in the cinder block walls, installation of the faux stone. (1:36:00 – 1:40:25)
- Ms. Boutchyard, appreciate your effort and apologize to your frustrations, I cannot speak to your previous request, I was not part of the Commission at that time. Respectfully going to ask, when you purchased this property were you aware of the Guidelines and did you have a plan in place that you checked to see if you met current Guidelines? Ms. Mosley, I have read the entire book from start to finish. But, honestly if you go around there has not been consistency in the Historic District. Ms. Boutchyard, we all received a list of properties, there are some things that need to be address, but also some of the properties lie outside the Historic District. The debate continued concerning the inconsistency in rulings from the Historic District. (1:41:35-1:43:30)
- Staff, believes that everyone has an understand of what the intent of the request.
- Chairwoman, Colleen Knight, ask for any questions. There were no questions
- Chairwoman, Colleen Knight, asked if any from the community would like to speak. There were no questions.
- Chairwoman, Colleen Knight, asked for a motion.
  - ❖ Kathy Burdi made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to, John and Sherry Mosley to install faux river stone siding to cover cement block walls on the property located 243 E 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 3.1 – Exterior Walls and 3.7 - Storefronts**. Scot Craigie, Vice-Chairman, seconded the motion. All voted, 5 in favor and 1 opposed. The request was approved.

**Request for John and Sherry Mosley Continued: Item "D" "Enclose yard with PVC picket fence along Harvey Street and west side of Myer's house".**

- Chairwoman, Colleen Knight, next, Item "D" of the request.

- Elizabeth Stallings, has the fence already been constructed and if so, would like to know how that happened? John Mosley, there was existing fence between the Myer's and the neighbor's property on the right side of the house going up to the front and there was a small bit of fencing on the Harvey Street side (10'-0"). Ms. Mosley, we were told by Jonathan Russell that we had to put a fence up due to the air conditioner location. We saw PVC fencing all around and I wanted to make sure that when the renovations were completed I would not have any maintenance on the fence. I was trying to keep within the Guidelines, in keeping with the original look and that is why I did it, to get it completed. There are many houses that have PVC fencing in the Historic District.
- Colleen Knight, is it vinyl or wood? Mr. Mosley, it is vinyl. Ms. Knight, what was there before? Mr. Mosley, wood and the fence had termite damage.
- Scarlett Boutchyard, the Guidelines are different for new construction. When you have new construction, that construction is built using current materials. Then if any repairs or replacement are needed, the materials will have to be like materials. Unlike an existing structure the materials are from that time period. Ms. Mosley, I know that you (the Commission) has allowed vinyl windows in all the stores downtown. Once again there is not consistency. (Ms. Mosley continues with her personal feelings towards the Commission). Mr. Mosley, this is the same style fencing that Ms. Myers had originally installed. Ms. Mosley, explains they need the fence due to their dog. Jonathan Russell, City Manager, began to speak.
- Staff, stopped the discussion and sworn in Jonathan Russell, City Manager for the City of Washington, according to the *Historic Design Guidelines, Rules of Procedure*.
- Jonathan Russell, the previous fencing is illustrated on Page 27 (referring to the agenda) looking at the rear of the building. One section was installed to obstruct the view of the rear entrance, approximately 6'-0" in length.
- Cheri Vaughn, again why did you install the PVC fence and not use wood fencing? Ms. Mosley, the PVC fence, I hoping that if we get to complete both projects, and when I am 80 I will not have to worry about rotting wood. Ms. Mosley, continues explaining how she feels about the Commission. (1:51:08 – 1:52:52)
- Scot Craigie, the consistency issue has been a big issue. We had a town meeting over a year ago and we have been asking for a meeting with City Staff and City Council to resolve the issues that were brought up at the meeting. Ms. Mosley, it is how you (the Commission) treat people. You (the Commission) discriminate. Ms. Vaughn, we are not trying to discriminate against you. We are trying to be consistent and the Guidelines help us to be consistent. Because of what we heard of that in the Town Hall Meeting; if we deviate from the Guidelines, we have to specify exactly why we are deviating from the Guidelines. We are doing that so if you go back to see what the motion is you can see why it deviates from the Guidelines.
- At this time Ms. Mosley is speaking over Ms. Vaughn and the conversation is not audible. (1:54:25 – 1:54:55) Ms. Mosley states that there are several homes in the Historic District that have PVC fencing.
- Colleen Knight, as long as I have been on the Commission there has not been any PVC fencing approved. Ms. Mosley, there are vinyl fencing up.
- Elizabeth Stallings, could you (Ms. Mosley) state where are the houses are located? Also, concerning the pictures that were sent today, we (the Commission) did not had enough time to review this evidence. Ms. Boutchyard, I did put some time into research and some of the pictures were not in the Historic District and none came before the Commission.

- Kathy Burdi, asking Staff, have you ever gone back whenever you have found a violation, have you requested that they take it down? I have noticed a lot of variation of rules and the rules have often been ignored. Also, I have noticed if a plan has been submitted, there really is not any follow up a year later. Scarlett Boutchyard, personally I have not, but will let the committee speak for themselves. Prior to me being on the Commission, the Commission requiring removal of unapproved materials. Specifically, HardiePlank that was put on the house without any approval, they made my neighbors remove the siding. Cheri Vaughn, that is true and also there is an appeals process if the applicants do not agree with the decision. Ms. Burdi, how often does this happen? Ms. Vaughn, not very often. Ms. Burdi, the reason I ask is that there is a house on Brown Street, they put up a new porch rail, fence and received a Terrell Award and was in the newspaper of what a wonderful remodel. I went back to look to see if they came before the Commission and could not find anything. Ms. Vaughn, if they are replacing like for like they do not have to come before the Commission. Mr. Craigie, what about a new fence? Ms. Boutchyard, new fencing is considered to be Minor Works. Kathy Burdi, porch rail (not audible – 1:59:00-1:59:51).
- Ms. Vaughn, suggest that the Commission needs to get back to the request.
- Mr. Mosley, we want to keep the fencing along Harvey Street and there was a fence on the west side of Harvey House almost to the street, we want to bring that back almost two-thirds back into the yard away from Main Street. The fencing that we put on the other side between our house and the Klan house would end back from the street. It would not be up against the sidewalk. Ms. Stallings, are you asking for vinyl for this also? Mr. Mosley, we have purchased enough fencing to complete the entire project.
- Mr. Mosley, the last item on the request is to replace a driveway. Originally there was a driveway on the west side of the Myer's house. Ms. Myers used for deliveries. The concrete has been removed. The last piece is to install the driveway. But the fence will be behind the driveway back towards the grey workshop, two-thirds the way back. There will be green space except for the driveway that we want to put back.
- Chairwoman, Colleen Knight, to be clear we are approving or denying the placement of the fence and the use of vinyl? Mr. Mosely, you would not deny the fencing? The reason we wanted to put the fence up, so that our dog would have an enclosed area. Ms. Vaughn, we appreciate all that you are trying to beautify the land, but in my opinion vinyl fencing is not appropriate for the Historic District. Ms. Knight, we have never approved a PVC/vinyl fence before, there may be some that are up and were constructed without approval.
- Staff, you can attach conditions to the motion.
- Mr. Mosley, (ask the Commission) please allow them (the Mosley's) to continue the fencing the way that it is to bring the property back to life.
- Ms. Boutchyard, ask Colleen Knight, have you asked for public opinion. I know that we have gotten a letter. Chairwoman, Colleen Knight, we have not yet, but now would be a good time.
- Chairwoman, Colleen Knight, asked if any from the community would like to speak. There were no questions.
- Staff, read the following letter from Donald Stroud.

**From:** Donald Stroud [<mailto:dstroudattyatlaw@yahoo.com>]  
**Sent:** Tuesday, September 1, 2020 2:12 PM  
**To:** Domini Cunningham <[dcunningham@washingtongov.gov](mailto:dcunningham@washingtongov.gov)>

**Subject:** Vinyl Fence Issue at 243 East Main St., Washington, NC

Dear Mr. Cunningham,

Please accept this email from me in my capacity as President of the Washington Area Historic Foundation. Our group promotes the preservation of historic structures and landscapes in Washington and its surrounding area. For decades now we have played a vital role in the life of our Historic District and in the drafting, implementation and enforcement of our Historic Guidelines.

We are very concerned and strongly object to the installation of ANY vinyl fencing in the Historic District. This has never been allowed and should not be considered under any circumstances.

We respectfully request that the Commission receive and consider our position and deny any and all applications for the installation of vinyl fences. We further request the City to enforce the current Historic Guidelines and require any property owner who installs a vinyl fence without prior approval to remove immediately the offending fence.

We stand ready at any time to offer guidance and direction to anyone interested in preservation for alternatives to "contemporary" building materials.

Thank you for your assistance in this matter and please thank the Commission for their service to our community.

With the kindest of regards, I remain

Sincerely yours,

Donald R. Stroud, Jr.  
President  
Washington Area Historic Foundation  
127 East Second St.  
Washington, North Carolina 27889

- After the reading of the letter from Donald R. Stroud, there were comments concerning the exterior material (vinyl siding) used on Mr. Stroud's house. MS. Vaughn, stated that the Commission was not here to debate Mr. Stroud's house.
- Chairwoman, Colleen Knight, asked for a motion. The comments continued comparing the vinyl fence and vinyl siding and consistency. Ms. Vaughn asked Chairwoman, Colleen Knight, if we were ready to move on.
- Chairwoman, Colleen Knight, asked for a motion.
  - ❖ Scarlett Boutchyard made the following motion: I move that the Historic Preservation Commission deny a Certificate of Appropriateness to, John and Sherry Mosley to enclose yard with PVC picket fence along Harvey Street and west side of the Myer's House on the property located 243 E Main Street. This motion is based on the following findings of fact: the application is not congruous with the *Historic Preservation Commission Design Guidelines*, specifically **Chapter 4.6 – Fences and Walls**. Cheri Vaughn, seconded the motion. All voted, 3 in favor and 3 opposed.
- Jonathan Russel, City of Washington City Manager, stated the item would remain on the agenda for the next scheduled meeting.

- Request for John and Sherry Mosley Continued: Item “D” “Enclose yard with PVC picket fence along Harvey Street and west side of Myer’s house”. Will remain on the agenda for the October 6, 2020 meeting.

**Request for John and Sherry Mosley Continued: Item “E” “Replace original driveway on the west side of main house with a concrete driveway”.**

- Chairwoman, Colleen Knight, next, Item “E” of the request.
- Mr. John Mosley, we want just enough driveway to be able to drive straight in and would keep as much green space as possible. There are signs on the road where the original driveway was located. Would like to reopen the driveway cut and be able to put two (2) cars beside each other.
- Collen Knight, there was a driveway at this location originally? Mr. Mosley, yes, he has been told by a gentleman, that his family had a wholesale business and use to deliver flowers to Ms. Myer’s and he would back his delivery truck down the driveway to the grey building in the corner.
- Cheri Vaughn, was there a two car driveway or are you talking about making this into a two car driveway? Mr. Mosley, to my knowledge the wholesaler was able to back into the driveway and Ms. Myer’s van was parked there also. The driveway came out one car width then it would widen to a two (2) car width parking. Ms. Vaughn, a parking pad. Ms. Mosley, we wanted to be able to park two (2) cars beside each other. Ms. Mosley, the driveway would not go all the way back to the rear of the property. It would stop two-thirds from the road. Referring to the pictures, the driveway would go back to the fifth fence post. Ms. Mosley, we want to be able to exit our vehicles and enter to the house.
- Scarlett Boutchyard, this will not affect our decision, but have you also submitted the request regarding the amount of impervious area. Mr. Mosley, not at the time. This is new to us and the water runs off of the property fairly quickly. Ms. Boutchyard, just wanted you to know that the Historic Commission is just one piece of what you will need to complete. Mr. Mosley, we understand. If the Commission approves the driveway, then we will go through the City for the rest of the permits.
- Chairwoman, Colleen Knight, ask for any questions. There were no questions
- Chairwoman, Colleen Knight, asked if any from the community would like to speak. There were no questions.
- Chairwoman, Colleen Knight, asked for a motion.
  - ❖ Scot Craigie, Vice-Chairman made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to, John and Sherry Mosley to replace original driveway on west side of main house with a concrete driveway on the property located at 243 E Main Street:. The motion is based on the following Findings of Facts: the application is congruous with the *Historic Preservation Commission Design Guidelines* specifically, **Chapter 4.3 – Parking, Driveways and Sidewalks**. Elizabeth Stallings, seconded the motion. All voted, 6 in favor and 0 opposed. The request was approved.
- Staff will notify Mr. and Ms. Mosley concerning item “D” for the meeting on October 6, 2020.

**VII. Minor Works**

- Chairwoman, Colleen Knight, asked for a motion.

- Scott Campbell, had a questions about a Minor Work. Chairwoman, Colleen Knight, gave Mr. Campbell the floor.
- Mr. Campbell, the City of Washington requested to replace the cooling tower on City Hall. Mr. Campbell, wanted this to go on record that he strongly agrees with that request. The noise has increased dramatically this past year. The fan has been repaired and was working great, but this past year the fan has gotten much louder and is starting to be an issue. Again, Mr. Campbell wants it on record that the fan has been an issue and hopes that when they (City of Washington) repair the that it does not remain an issue.
- ❖ Cheri Vaughn made the following motion to approve all minor works. Elizabeth Stallings seconded the motion. All voted, 6 in favor and 0 opposed. The Minor Works was approved.

## VIII. Other Business

1. None
2. Scott Campbell asked if Scarlett Boutchyard was going to report to the Commission what the sub-committee for prevention of Demolition by Neglect. At which time included Mike Renn, Becky Furr, Scott Campbell and Scarlett Boutchyard. Scarlett Boutchyard referred to an email that was sent out to the Commission and Staff later that day. The following is the content of that email:

**From:** [scarlett.boutchyard@gmail.com](mailto:scarlett.boutchyard@gmail.com) <[scarlett.boutchyard@gmail.com](mailto:scarlett.boutchyard@gmail.com)>  
**Sent:** Tuesday, September 1, 2020 5:22 PM  
**To:** [Cherivvaughn@gmail.com](mailto:Cherivvaughn@gmail.com); [colleenknight.art@gmail.com](mailto:colleenknight.art@gmail.com); [burdikathy@gmail.com](mailto:burdikathy@gmail.com); [elizstall@hotmail.com](mailto:elizstall@hotmail.com); [DmRenn1@gmail.com](mailto:DmRenn1@gmail.com); [scot.craigie@gmail.com](mailto:scot.craigie@gmail.com); [vfinnerty@washingtongov.gov](mailto:vfinnerty@washingtongov.gov); [Dcunningham@washingtongov.gov](mailto:Dcunningham@washingtongov.gov); 'Scott Campbell' <[scottcampbellrealtor@gmail.com](mailto:scottcampbellrealtor@gmail.com)>; [becfurr@gmail.com](mailto:becfurr@gmail.com)  
**Cc:** [dmaye@washingtongov.gov](mailto:dmaye@washingtongov.gov); [mdail@washingtongov.gov](mailto:mdail@washingtongov.gov); [jrussell@washingtongov.gov](mailto:jrussell@washingtongov.gov)  
**Subject:** Demolition by Neglect Subcommittee Update 9/1/20

Good Afternoon All,

I apologize for the lateness of this email update, but I will be covering all of this verbally at tonight's meeting, so this email can be used for reference or follow up later.

The sub-committee (Scott Campbell, Mike Renn, Becky Furr, and Scarlett Boutchyard) met Via Zoom a few weeks ago.

We discussed the need for action or enforcement of neglected properties in the Historic District and agreed that we wanted to shoot for October to present our proposals to City Council. We agreed that what we are initially looking to accomplish is to have a clear system, decision tree and process that is approved by council and the commission that will address these neglected properties and the upkeep of the historic district. After that, we are looking for the appropriate actions to be taken.

We also discussed the challenge that approximately 2/3 of the current properties identified as needing repairs are absentee owners, some being landlords. We discussed possibly reviewing the minimum housing standards to see if those properties may be address by housing authority or other entity. Scott will look in to that further, and Becky will update the spread sheet to indicate (to best we are able to determine) what absentee owned properties are vacant vs. tenant occupied.

We agreed that Scott Campbell would talk to city Manager Jonathon Russell to let him know we were working on this presentation for council and our planned October timeline. Scott also took on the task of getting some more community involvement and input.

Since the meeting the following has been done:

- Reached out to Johnathon who also advised City Attorney Franz Holscher that we were reviewing the ordinances and processes regarding the Prevention of Demolition by Neglect. Franz emailed and gave a little background of how the ordinances (40-387; 40-580) were written. He was encouraging of our efforts and is receptive to a review if we suggest changes or additions to the current ordinance.
- Circulated a template letter that could be sent by homeowners wishing to support the prevention of demolition by neglect efforts and proposed it to Johnathon Russell.
- Letter was altered and an e-petition was created and approved by Jonathon Russell for the committee to begin circulating. The responses will go to Scott and he in turn will share with Staff, City Manager, and HPC.
- Updated Spreadsheet regarding the absentee properties.
- All sub-committee members reviewed the current ordinance, and feel it is pretty clear on how the process should go.
- Reached out to Franz to clarify/define “Planning Director’s “Agent” or “Designee” and requested a meeting in person or via zoom so he can review with us the ordinance in more “Layman’s” terms which will help us clarify to others. (awaiting response).
- Received a copy of a flow that had been started by John Rodman and worked on by Emily Rebert and we are working to stream line that to include in our October presentation.

If I have left anything off, please add. Will be giving a less detailed (unless questions are asked) verbal update at tonight’s meeting.

Thanks!

Scarlett Boutchyard  
Realtor – The Rich Company  
HPC Commission Member 2019-2022

- Scarlett Boutchyard, asked for any questions. Cheri Vaugh, do we need to add another person due to Mike Renn is now a City Council Member? Ms. Boutchyard, when we initially started we said 1 or 2 Commission Member and if anyone wanted to join they could. Ms. Boutchyard, will update the Commission via email and at the next meeting.

## **IX. Approval of Minutes – August 4, 2020**

### 1. Corrections to minutes.

- a. Page 3 of 8, Item 2, Bullet Point 2: The following shows the correction:
  - Mr. Hazard-Daniel, stated that he was planning for a **Tack** Tap Room establishment,
  - Chairwoman, Colleen Knight, asked for a motion.

- ❖ Cheri Vaughn made a motion to approve the August 4, 2020 minutes, as corrected. Scarlett Boutchyard seconded the motion. All voted, 6 in favor and 0 opposed. The Minutes were approved.

**X. Adjourn.**

1. There being no other business

- Chairwoman, Colleen Knight, asked for a motion.

- ❖ Cheri Vaughn made a motion to adjourn. Scot Craigie, Vice-Chairman second the motion. All voted, 6 in favor and 0 opposed. The meeting was adjourned.