



HISTORIC DISTRICT COMMISSION  
December 12, 2018

MINUTES

MEMBERS PRESENT: Mr. James Haden, Chair  
Ms. Jessica Hindman, Vice-Chair  
Mr. Jim Jordan  
Ms. Mattie Marshall  
Mr. John Phares  
Mr. Damon Rumsch  
Ms. Tamara Titus  
Mr. PJ Henningson

MEMBERS ABSENT: Ms. Jana Hartenstine  
Ms. Jill Walker

OTHERS PRESENT: Ms. Kristi Harpst, Program Manager of the Historic District Commission  
Ms. Candice R Leite, Staff of the Historic District Commission  
Ms. Linda Keich, Clerk to the Board  
Ms. Andrea Leslie-Fite, Senior Assistant City Attorney  
Ms. Kristy L. Clark, Adkins Court Reporter

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With a quorum present, Mr. Haden called the regular December meeting of the Historic District Commission meeting to order at 1:06 pm. He began the meeting by introducing the Staff and Commissioners and explaining the meeting procedure. All interested parties planning to give testimony – FOR or AGAINST – must submit a form to speak and must be sworn in. Staff will present a description of each proposed project to the Commission. The Commissioners and the Applicants will then discuss the project. Audience members signed up to speak either FOR or AGAINST will be called to the podium for each agenda item. Presentations by the Applicants and audience members must be concise and focused on the **Charlotte Historic District Design Guidelines**. The Commission and Staff may question the Applicant. The Applicant may present sworn witnesses who will be subject to questioning by the Commission and Staff. The Applicant will be given an opportunity to respond to comments by interested parties. After hearing each application, the Commission will review, discuss, and consider the information that has been gathered and presented. During discussion and deliberation, only the Commission and Staff may speak. The Commission may vote to reopen this part of the meeting for questions, comments, or clarification. Once the review is completed, a MOTION will be made to Approve, Deny, or Continue the review of the application at a future meeting. A majority vote of the Commission members present is required for a decision to be reached. All exhibits remain with the Commission. If an Applicant feels there is a conflict of interest of any Commissioner, or there is an association that would be prejudicial, that should be revealed at the beginning of the hearing of a particular case. The Commission is a quasi-judicial body and can accept only sworn testimony. Staff will report any additional comments received and while the Commission will not specifically exclude hearsay evidence, it is only given limited weight. Appeal from the Historic District Commission is to the Zoning Board of Adjustment. One has sixty (60) days from the date of the decision to appeal. This is in accordance with Section 10.213 of the City Zoning Ordinance. Chairman Haden asked that everyone please turn to silent operation any electronic devices. Commissioners are asked to announce, for the record, if one leaves or arrives during the meeting. Mr. Haden said that those in the audience must be quiet during the hearings. An audience member will be asked once to be quiet and the need for a second request will be removal from the room. Mr. Haden swore in all Applicants and Staff, and he continued to swear in people as they arrived for the duration of the meeting.

Index of Addresses:

**NOT HEARD IN NOVEMBER**

HDC 2018-607	1930 Lennox Avenue	Dilworth
HDC 2018-583	1914 Thomas Avenue	Plaza Midwood
HDC 2018-596	2100 The Plaza	Plaza Midwood
HDC 2018-597	1101 Myrtle Avenue	Dilworth

**CONTINUED**

HDC 2018-573	1201 Belgrave Place	Dilworth
HDC 2018-417	700 Grandin Road	Wesley Heights
HDC 2018-576	208 Grandin Road	Wesley Heights
HDC 2018-446	620 E Tremont Avenue	Dilworth

**NEW APPLICATIONS**

HDC 2018-631	2237 Park Road	Dilworth
HDC 2018-663	1917 Euclid Avenue	Dilworth
HDC 2018-667	301 W Park Avenue	Wilmore
HDC 2018-687	305 Westwood Avenue	Wilmore
HDC 2017-428	1930 Woodcrest Avenue	Wilmore

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**MS. TITUS & MR. PAHARES HAD A CONFLICT OF INTEREST AND WAS NOT PRESENT FOR THIS APPLICATION.**

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**APPLICATION: HDC 2018-607, 1930 LENNOX AVENUE- ADDITION**

***EXISTING CONDITIONS***

The existing structure is a one-and-one-half story Bungalow brick house with Colonial Revival and Craftsman elements, constructed in 1930. Architectural features include two gabled dormers on the front elevation, 4/1 windows, exposed rafters and brackets, shingle siding in the side and rear gables, and a central entry with Colonial revival hood and sidelights.

***PROPOSAL***

The project is a small dormer addition on the left side. The dormer be centered over a paired window on the first level. Materials and details include wood casement windows in a pattern to match existing and wood shingle siding to match the front dormers and side/rear gables.

***STAFF RECOMMENDATION***

1. The proposal is not incongruous with the District and meets the guidelines for additions, 7.2 above.
2. Minor revisions may be reviewed by staff.

**FOR/AGAINST:** Mr. Cameron Herrera, adjacent property owner spoke in favor of this application.

**MOTION:** Based on compliance with Charlotte Historic District Design Guidelines, **Ms. Marshall** made a MOTION to APPROVE this application because it meets 7.2 in our guidelines for additions. Mr. Rumsch seconded.

**VOTE: 5/3**      **AYES:** HADEN, HENNINGSON, HINDMAN, **MARSHALL**, PARATI, **RUMSCH**  
**NAYS:** NONE

**DECISION:**      **APPLICATION APPROVED**

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**APPLICATION: HDC 2018-583– 1914 THOMAS AVENUE - ACCESSORY BUILDING**

**EXISTING CONDITIONS**

The main building is a 1-story Craftsman bungalow house constructed in 1923. Architectural features include unpainted brick foundation, wood shake shingle siding, a full width engaged front porch with brick piers and paired wood columns, and a small hipped dormer. Adjacent structures are 1-2 story single family homes. The lot size is 50' x 150'.

**PROPOSAL**

The project is the demolition of an existing one-story accessory building and the construction of two new accessory buildings in the rear yard. Due to the visibility of the accessory structures from the street the project requires full Commission review. The accessory buildings will be nearly identical on the exterior. The footprint of each building measures approximately 13'-4" x 27'-4". Both buildings are 12'-4" in height as measured from grade to ridge. Materials are brick siding with steel windows and doors. Post-construction, the rear yard will be 78% permeable. The proposal also includes changes to windows on the primary structure.

**STAFF RECOMMENDATION**

1. The proposal is not incongruous with the District and meets the guidelines for Accessory Buildings, 8.9 above.
2. The Commission will determine if the proposed window changes meet the guidelines.
3. Minor revisions may be reviewed by staff.

**FOR/AGAINST:** No one accepted Mr. Haden’s invitation to speak either **FOR** or **AGAINST** the application.

**MOTION:** Three separate votes: 8.2.6 on the driveway, 8.9.3 on the accessory building, and 4.14 on the fenestration. Based on noncompliance with *Charlotte Historic District Design Guidelines*, **Mr. Phares** made a **MOTION** to **DENY** this application for noncompliance of 8.2.6 on the driveway, “Do not place paved areas for parking in the front yard”. In smaller scale residential parcels, driveways that stop at the original building façade are viewed as front yard parking pads and thus are prohibited. All driveways for residential uses should extend to at least the rear of the building line. Ms. Hindman Seconded

**1.VOTE: 9/0** **AYES:** HADEN, HENNINGSON, **HINDMAN**, TITUS, JORDAN, MARSHALL, PARATI, **PHARES**, RUMSCH

**Mr. Phares** I move to **DENY** the accessory building for noncompliance with guideline 8.9.3, “Design new outbuildings to be compatible with the style, character of the primary historic building on site especially in terms of scale, elements, and roof form. Any new outbuilding must clearly be secondary to the main structure on the site. Ms Parati seconded

**2.VOTE: 6/3** **AYES:** HADEN, TITUS, JORDAN, MARSHALL, **PARATI, PHARES**,

**NAYS:** HINDMAN, HENNINGSON, RUMSCH

**Mr. Phares** made a motion to **APPROVE** all window requests **Except** that of proposed installation art glass. This request is not in compliance with guidelines found in 4.14 and therefore is denied. Ms. Rumsch seconded

**3.VOTE: 9/0** **AYES:** HADEN, HENNINGSON, HINDMAN, TITUS, JORDAN, MARSHALL, PARATI, **PHARES**, RUMSCH

**DECISION:** **APPLICATION FOR DRIVEWAY DENIED, ACCESSORY STRUCTURE DENIED, WINDOWS APPROVED W/ EXCEPTION**

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**MS. MARSHALL HAD A CONFLICT OF INTEREST AND REMOVED HERSELF FROM THE NEXT APPLICATION**

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**APPLICATION: HDC 2018-596, 2100 THE PLAZA – ACCESSORY BUILDING**

**EXISTING CONDITIONS**

The existing structure is a two-story single-family house constructed in 1915, with a blend of Colonial Revival and Craftsman elements. Located at the corner of The Plaza and Belvedere Avenue, the house is known as the Bishop John C. Kilgo House and is a designated Local Historic Landmark. Adjacent structures are 1-2 story single family residential and commercial uses. The lot size is 96' x 170' and there is an existing garage in the rear yard.

**PROPOSAL**

The proposal is an addition to the existing garage. The garage addition includes a new bay and storage space. The footprint of the proposed new bay measures approximately 13'-6 15/16" x 22' with a height of 12'-9 9/16", as measured from grade to ridge. The new bay will connect to the existing garage by storage room. All materials are to match existing. The new bay will be connected to the main house with an open breezeway. Post-construction the rear yard open space will be 66%.

**STAFF RECOMMENDATION**

1. The proposal is not incongruous with the District and meets the guidelines for Accessory Buildings, 7.2 above.
2. Minor revisions may be reviewed by staff.

**FOR/AGAINST:** No one accepted Mr. Haden’s invitation to speak either **FOR** or **AGAINST** the application.

**MOTION:** Based on compliance with *Charlotte Historic District Guidelines, - Accessory Structure*, Ms. Hindman made a **MOTION** to **APPROVE** this application as drawn. Mr. Rumsch seconded.

**VOTE:** 8/0      **AYES:** HADEN, HENNINGSON, **HINDMAN**, JORDAN, PHARES, **RUMSCH**, TITUS, PARATI

**NAYS:** NONE

**DECISION: APPLICATION FOR ACCESSORY STRUCTURE APPROVED.**

**MS. MARSHALL HAD A CONFLICT OF INTEREST AND WAS NOT PRESENT FOR THIS APPLICATION.**

**APPLICATION: HDC 2018-597, 1101 MYRTLE AVENUE – DEMOLITION**

**EXISTING CONDITIONS**

The existing structure is a two-story multi-family apartment building constructed in 1980. Adjacent structures are a mix of single-family, multi-family, and commercial uses. The residential structures are a mix of one-story, one-and-one half story, and two-story heights.

**PROPOSAL**

The proposal is a full demolition.

**STAFF RECOMMENDATION**

1. The Commission will determine whether or not the building has special significance to the Dilworth Local Historic District. With affirmative determination, the Commission can apply up to 365-Day Stay of Demolition.
2. If the Commission determines that this property is does not have any special significance to the district, then demolition may take place without a delay or upon the approval of new construction plans.

**FOR/AGAINST:** Two Speakers accepted Mr. Haden’s invitation to speak either **FOR** or **AGAINST** the application.  
Danielle Burger – Adjacent property owner – Against  
Robert Lesneck – Adjacent property owner – Against

**MOTION:** Based on compliance with *Charlotte Historic District Design Guidelines Demolitions*, Ms. Titus made a **MOTION** since the building has no special significance and value toward maintaining the character of the Dilworth local historic district because it does not meet any of the HDC/s criteria for special significance. Mr. Jordan seconded.

**VOTE:** 8/0      **AYES:** HADEN, HINDMAN, **JORDAN**, PHARES, RUMSCH, **TITUS**, HENNINGSON, PARATI  
**NAYS:** NONE

**DECISION: APPLICATION FOR ADDITION APPROVED**

**MOTION:** Based on compliance with *Charlotte Historic District Design Guidelines Demolitions*,

**Ms. Titus** made a motion to **approve** the project, since this building does not have special significance or value toward maintaining the character of the district the demolition may take place upon the approval of new construction plans. The 90 day waiting period to submit new construction plans is waived. Mr. Jordan seconded.

**VOTE: 8/0**      **AYES:** HADEN, HINDMAN, **JORDAN**, PHARES, RUMSCH, **TITUS**, HENNINGSON, PARATI  
**NAYS:** NONE

**DECISION: APPLICATION FOR DEMOLITION APPROVED UPON APPROVAL OF NEW CONSTRUCTION PLAN**

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**MS. MARSHALL HAD A CONFLICT OF INTEREST AND WAS NOT PRESENT FOR THIS APPLICATION.**

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**APPLICATION: HDC 2018-573, 1201 BELGRAVE PLACE - DETACHED GARAGE**

The application was continued from November for the following item:

- Provide a cross-section of the entire site with house and garage
- Provide updated elevations with materials deemed appropriate by the guidelines

**EXISTING CONDITIONS**

The main building is a 1.5 story Colonial Revival style brick house constructed in 1963. Architectural features include a full-width engaged front porch supported by round columns, and windows with an 8/12 muntin pattern. The addition of the three front dormers and the rear dormer were approved in 2004. The rear addition and sport court were approved in 2013.

**PROPOSAL**

The project is the demolition of the existing two-vehicle carport constructed c. 2004 and the construction of a 1.5 story detached garage in the rear left corner of the property. The garage footprint measures approximately 24'-8" x 26'-4". The garage height is approximately 21'-8". Windows will be wood and exterior material requested is Hardie Artisan smooth lap siding. The front of the garage has a gabled dormer to coordinate with the house. Post-construction, the rear yard will be 59% pervious.

*Revised Proposal – December 12*

1. Cross-section of the entire site with house and garage
2. Streetscape view of house and garage
3. Updated elevations, including revised materials per guidelines and lowering the overall height of the garage from 23'-6" to 21'-8".
4. Rear yard open space calculations

**STAFF RECOMMENDATION**

3. The proposal is not incongruous with the District and meets the guidelines for Accessory buildings.
4. Minor revisions may be reviewed by staff.

**FOR/AGAINST:** No one accepted Mr. Haden's invitation to speak either **FOR** or **AGAINST** the application.

**MOTION:** Based on compliance with Charlotte Historic District Guidelines – Accessory Structure, **Ms. Titus** mad a MOTION to approve this application with the following conditions for staff approval, drop the left and right elevation double-gang windows so that they do not crowd the overhangs. Mr. Henningson seconded.

**VOTE: 8/0**      **AYES:** HADEN, HINDMAN, JORDAN, PHARES, RUMSCH, **TITUS**, HENNINGSON, PARATI  
**NAYS:** NONE

**DECISION: APPLICATION FOR DETACHED GARAGE APPROVED WITH CONDITIONS FOR STAFF APPROVAL**

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**MS. PARATI & MS. MARSHALL HAD A CONFLICT OF INTEREST AND WAS NOT PRESENT FOR THIS APPLICATION.**

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**APPLICATION: HDC 2018-417, 700 GRANDIN ROAD – NEW CONSTRUCTION/DETACHED GARAGE**

The application was continued from September for the following items:

1. Foundation, 6.9 - Revise foundations to meet foundation guideline.
2. Massing and Fenestration, 6.5 and 6.12 - revise fireplace to either vent-less or add a chimney.
3. Materials - Provide details of siding height, exposure, and thickness based on precedents on neighboring properties with siding.
4. Spacing, 6.3, item 1 - Provide drawings or evidence that the space between houses complies with the Wesley Heights neighborhood covenants for side yard.
5. Windows, 6.12, item 2 - Provide drawings to show windows comply.
6. Accessory Structures, 8.9, item 6 - Revise garage door to appear as two separate doors and remove Craftsman details, such as brackets, at the garage.
7. Cornices and Trim, 6.11 - Provide details to illustrate trim material at corner boards and trim boards where the material's proud of siding material.

**EXISTING CONDITIONS**

The site is an existing vacant lot located mid-block along Grandin Road. Adjacent structures are single family. This section of Grandin Road has a variety of house sizes, heights, and architectural styles.

**PROJECT**

The project is a new single-family house and detached garage. Lot dimensions are 53' x 202.64'. The front setback will be alignment with the existing adjacent houses. Building height is +/-33'-4" from grade. Materials include fiber cement lap siding, 8'd. front porch with wood tongue and groove flooring, and brick foundation. Windows to be wood or aluminum clad, no vinyl exterior components. Two mature trees in the rear yard would be removed and new maturing canopy trees will be replanted.

The accessory building is approximately 24' in height and secondary to the house in size and scale with materials and details to match the house. The applicant has provided examples of design precedents in the District and historic references for the proposed architectural style.

*Revised Proposal – December 12*

1. Foundation provided updated information about foundation heights of houses on the street.
2. Fireplace changed to ventless and siding shown on the bump-out.

**STAFF RECOMMENDATION**

5. The proposal is not incongruous with the District and meets the guidelines for new construction.
6. Minor revisions may be reviewed by staff.

**FOR/AGAINST:** No one accepted Mr. Haden’s invitation to speak either **FOR or AGAINST** the application.

**MOTION:** **Mr. Phares** made a MOTION to APPROVE this application with the following conditions to be approved by staff.

1. Foundation approved as is
2. Massing/Fenestration 6.5 and 6.12, replace, remove the fireplace bump-out on the front porch
3. Align the second floor three windows on the second-floor gable
4. All ganged windows to have individual units with a trimmed shared jamb
5. Spacing 6.3 provide drawings or evidence shows fenestration.
6. Provide drawings to show windows comply., staff to approve the JELD-WEN versus Anderson
7. Accessory structures revise door to appear as two separate doors.
8. Cornice and trim 6.11 provide details to illustrate trim materials, staff will approved window and cornice board details
9. Staff to approve direction of porch flooring.

**Ms Hindman seconded.**

**VOTE:** 7/0      **AYES:** HADEN, HENNINGSON, **HINDMAN**, JORDAN, **PHARES**, RUMSCH, TITUS,  
**NAYS:** NONE

**DECISION: APPLICATION FOR NEW CONSTRUCTION/DETACHED GARAGE APPROVED WITH REVISIONS FOR STAFF APPROVAL**

**APPLICATION: HDC 2018-576, 208 GRANDIN ROAD – NEW CONSTRUCTION**

The application was continued from November for the following items:

1. Directional Expression, 6.8 and Height and Width, 6.6. - Lower height of the overall house.
2. Provide more information about the tree and why it should come down (species, health, etc.)

**EXISTING CONDITIONS**

The site is a vacant parcel. The current applicant is submitting new plans for a single-family house. Existing homes on the block are 1 to 2.5 stories and range in height from 20' to 33'.

**PROPOSAL**

The project is a new single-family house. Lot dimensions are 50' x 187.5', the lot line is reduced slightly on the left side. The front setback is approximately 41 feet from ROW. Proposed building materials are brick foundation, Hardie Artisan smooth lap siding with wood trim. The front porch is concrete with a brick rowlock edge and foundation. Total height as measured from grade to ridge +/- 28'-4". Four trees located in the middle of the lot is proposed for removal and new tree(s) replanted.

*Revised Proposal – December 12*

1. The total height was reduced to 27'-0"
2. Tree letter about the 36" Hackberry with 4 stems

**STAFF RECOMMENDATION**

1. The proposal is not incongruous with the District and meets the guidelines for new construction.
2. Minor revisions may be reviewed by staff.

**FOR/AGAINST:** No one else accepted Mr. Haden's invitation to speak either **FOR** or **AGAINST** this application.

**MOTION:** **Ms. Hindman** made a to APPROVE this application with the following conditions for staff approval. The second-floor windows on the right side elevation should relate to the center line of the gable that clustered windows be individual units with trimmed shared jams, the tree removal is approved. We should provide three replacement trees per staff and city guidelines and the approved list. Mr. Rumsch seconded.

**VOTE:** 9/0  
**AYES:** HADEN, HENNINGSON, **HINDMAN**, JORDAN, MARSHALL, PARATI, PHARES, **RUMSCH**, TITUS  
**NAYS:** NONE

**DECISION: NEW CONSTRUCTION APPROVED WITH MODIFICATIONS FOR STAFF TO APPROVED.**

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**MS. TITUS HAD A CONFLICE OF INTEREST AND SHE RMOVED HERSELF FROM THE NEXT APPLICATION.**

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**APPLICATION: HDC 2018-446, 620 E TREMONT AVENUE - ADDITION**

The application was continued from November for the following items:

1. Roof form - Restudy of the two eight-foot overhang roof elements on the left and right side in accordance with 6.10.

**EXISTING CONDITIONS**

The existing structure is a 1 story Bungalow house constructed in 1915. Architectural features include a hip roof, full width engaged front porch, and centered dormer. Siding material is wood and brick foundation is painted. Adjacent structures are 1-2 story single family houses and multifamily quadraplexes. The house height is approximately 21'-5". The lot size is 50' x 150' and lot topography slopes down away from the street. In the rear yard is a pool that will remain.

**PROPOSAL**

The proposal is a rear addition that is slightly taller and wider than the existing house. The hip addition ridge height on the left side is located behind a chimney and is approximately 2' above the existing ridge. The hip roof pitch matches existing. On the right side is a gable addition that ties into the left side hipped roof. Materials include wood siding, wood or aluminum clad windows, wood columns and brackets, and brick to match existing. New roof and window trim details will match the house. Post-construction the rear yard will be 50% permeable. There are no impacts to mature trees.

*Revised Proposal – December 12*

1. Roof form – revised the two eight-foot overhangs to be dormers, which changes the addition ridge height to 3’ above the existing ridge.
2. Inclusion of 3 roof form studies as alternative options.

**STAFF RECOMMENDATION**

1. The proposal is not incongruous with the District and meets the guidelines for additions, 7.2 above.
2. Minor revisions may be reviewed by staff.

**FOR/AGAINST:** No one else accepted Mr. Haden’s invitation to speak either **FOR** or **AGAINST** the application.

**MOTION:** **Based on compliance with Charlotte Historic District Guidelines, Mr. Rumsch** made a motion to **approve** as drawn. Mr. Phares seconded

**VOTE:** 7/1 **AYES:** HADEN, HENNINGSON, HINDMAN, MARSHALL, PARATI, **PHARES, RUMSCH**  
**NAYS:** JORDAN

**DECISION:** **APPLICATION FOR NEW CONSTRUCTION APPROVED**

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**APPLICATION: HDC 2018-631, 2237 PARK ROAD - ADDITION**

**EXISTING CONDITIONS**

*Existing Conditions*

The existing structure is a one-story Bungalow style house constructed in 1926. A second-story addition was approved by the Commission in 2015. This section of Park Road is zoned O-2, and the building is currently occupied by an office use. Adjacent structures are a mix of one and two-story former residential structures that are now used for commercial and office purposes. Structures across the street are not located within the local district.

*Proposal*

The project is converting the porch to office space, by enclosing it will clear glass walls. The existing front door, porch stairs, center brick pier, and support columns are to remain. The existing porch floor is non-original decking boards. A new wood landing with simple metal railing will be added to provide access to the new office space. The new enclosure and landing are both completely reversible.

**STAFF RECOMMENDATION**

1. The proposal is not incongruous with the District and meets the guidelines for Additions 7.2, items 2, 3, 4 and 6, and is consistent with applicable Secretary of the Interior’s Standards, # 1, 2, 5, 9 and 10.
2. Minor revisions may be reviewed by staff.

**FOR/AGAINST:** No one accepted Mr. Haden’s invitation to speak either **FOR** or **AGAINST** the application.

**MOTION:** Based on non-compliance with **Charlotte Historic District Design Guidelines Ms. Titus** made a **MOTION** to **DENY** this application for its failure to meet the following guidelines:

- 4.8, #4 do not enclose porches on a primary elevation. This decision differs from our previous approval at 1015 East Boulevard because 1015 East Boulevard was enclosed already with a hard-thermal wall enclosure, and the proposal was approved made that porch more visible and more historically appropriate. We could not force a reopening of the porch and we wanted to take advantage of the applicant’s willingness to enclose with glass as opposed to the existing hard closure.

**Mr. Marshall seconded.**

**VOTE:** 7/2 **AYES:** HENNINGSON, JORDAN, **MARSHALL**, PARATI, PHARES, RUMSCH, **TITUS**

**NAYS:** HADEN, HINDMAN

**DECISION:** **ADDITION DENIED**

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**MR. JORDAN WAS NOT PRESENT FOR THE NEXT FOUR APPLICATIONS.**

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**APPLICATION: HDC 2018-663, 1917 EUCLID AVE, DILWORTH – ADDITION**

**Existing Conditions**

The existing structure is a one-story Bungalow style house constructed in 1910. Notable features include the full-width engaged front porch supported by unpainted square brick columns, an attached carport, lap wood siding, shake siding in the gable ends, and a front door with full length sidelights that were in-filled at some point. The chimney stack above the roof was removed sometime between July 2011 and August 2012.

**Proposal**

The proposal is a new rear addition that will tie in beneath the existing ridge. The addition bumps out slightly on the left and right sides and increases the square footage of the house more than 50%. Materials include wood lap siding to match existing, wood shake shingles in the new gable elements on the left and rear elevation. New roof and window trim details will match the house. The proposal also includes the restoration of the missing chimney stack and a new front dormer with details and materials to match existing. Post construction the rear yard will have 50% impervious coverage. A tree protection plan is provided.

**Staff Recommendation**

1. On the front elevation, the reconstructed chimney stack should match the dimensions of the original one as closely as possible.
2. The proposal for the rear addition is not incongruous with the District and meets all guidelines for Additions 7.2, and is consistent with Secretary of the Interior’s Standards, # 1, 2, 5, 9 and 10.
3. The Commission will determine if the proposed addition of a front dormer meets the guidelines.
4. Minor revisions may be reviewed by staff.

**FOR/AGAINST:** No one accepted Mr. Haden’s invitation to speak either **FOR** or **AGAINST** the application.

**MOTION:** Based on compliance with *Charlotte Historic District Design Guidelines* Ms. Titus made a **MOTION** to **APPROVE** with the following conditions:

- Bracket detail to be approved by staff
- Chimney dimensions & final front dormer design – full review by commission
- Front steps will have a brick foundation wall
- Approving the driveway carriage strips touching the foundation due to the narrow historic carport
- Approve tree protection plan

Ms. Marshall seconded

**VOTE:** 8/0  
AYES: HADEN, HENNINGSON, HINDMAN, **TITUS, MARSHALL**, PARATI, PAHARES, RUMSH  
NYES: NONE

**DECISION:** **APPROVED WITH CONDITIONS**

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**MR. JORDAN & MR. HENNINGSON WERE NOT PRESENT FOR THE NEXT APPLICATION.**

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**APPLICATION: HDC 2018-667, 301WEST PARK AVENUE WESTWOOD AVENUE - ADDITION**

**EXISTING CONDITIONS**

The existing structure is a 1.5-story Bungalow style house constructed in 1931. Other features include a side gable roof, front gable dormer, full-width front porch with brick piers and square wood columns, decorative brick chimney, and exposed rafter details. A secondary chimney on the left elevation was removed above the roof between July 2011 and June 2014. The house is current house is wrapped in vinyl (siding) and aluminum (trim).

**PROPOSAL**

The project is to install window openings in both gable ends. On the right elevation there is an existing window opening that is currently boarded up. The proposed project will install a new, larger paired window in the same approximate location as the

boarded-up window. The proposal also includes installing a paired window in the left gable end. New materials include a wood windows with STDL muntins and wood trim with dimensions to match the original wood trim that exists under the aluminum wrap.

**STAFF RECOMMENDATION**

1. A single window, rather than a paired window, is better suited for the space available in the gable ends.
2. Accurate drawings for the new window openings including trim dimensions, divided light pattern, and window size/location.
3. The proposal is not incongruous with the District and meets the applicable guidelines for Building Materials-Wood, 5.2, and Additions 7.2, #3, and #6, and is consistent with applicable Secretary of the Interior’s Standards, # 9 and 10.
4. Minor revisions may be reviewed by staff, including trim dimensions, and window design, and size.

**FOR/AGAINST:** No one accepted Mr. Haden’s invitation to speak either **FOR** or **AGAINST** the application.

**MOTION:** Based on compliance with *Charlotte Historic District Design Guidelines* Ms. Hindman made a **MOTION** to **APPROVE with the following conditions for staff:**

- Resolve front gable, restore windows in original openings with vertical orientation of lights to match existing
- That 2, side gable windows
  - Single individual unit smaller than the largest window on the main floor the same proportion as windows on main floor.
  - Centered on gable ridge
  - Light pattern to coordinate with light patterns on main floor.
  - Casement if required for egress.
  - Trim per staff.
- I move to approve the application for the benefit of the applicant to work with staff to resolve one restoring the windows in the original openings with vertical orientation of light to coordinate with existing that is at the front dormer.
- Side gable windows be a single individual unit smaller than the largest window on the main level.
- The same proportion as the window on the main level
- Centered on the gable ridge
- Light pattern to coordinate with the light patterns and proportion on the main level
- Trim per staff to match original as closely as possible

**Mr. Phares seconded.**

**VOTE:** 7/0      **AYES:** HADEN, HINDMAN, PARATI, PHARES, TITUS, MARSHALL, RUMSCH  
**NAYS:** NONE

**DECISION:**      **APPLICATION FOR ADDITION APPROVED**

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**APPLICATION: HDC 2018-687, 305 WESTWOOD AVENUE**

**EXISTING CONDITIONS**

The existing structure is a one-story Bungalow style house constructed in 1933. Architectural features include full width front porch under a gable roof supported by square brick columns. Other features include side gable roof, wood Dutch lap siding with wood shingles in the gables, and wood brackets. All brick on the house is painted (foundation, porch columns, chimney). A rear addition with fiber cement siding and a concrete block foundation was added in 2010 just prior to the creation of the Wilmore Local Historic District. A Notice of Violation (NOV) was issued by Code Enforcement in 2016 for the stockade-style wood fence, and compliance is being worked through with staff.

*Proposal*

The proposal is for replacement of non-original windows in the original portion of the house. The windows in the 2010 rear addition are vinyl. The windows in the original portion of the house are single-pane 1/1 wood replacement windows. The applicant proposes to install vinyl sash-kit replacement windows in the original portion of the house to match those in the rear addition. All original wood window trim will remain. The proposal also includes changing a triple window on the left elevation to a set of French-doors. The original window trim will remain where possible.

**STAFF RECOMMENDATION**

1. The Commission will determine the proposed replacement windows are acceptable.
2. Minor revisions may be reviewed by staff.

**FOR/AGAINST:** No one accepted Mr. Haden’s invitation to speak either **FOR** or **AGAINST** the application.

**MOTION:** Based on non-compliance with *Charlotte Historic District Design Guidelines*, Ms. Parati made a **MOTION** to **DENY** this application for its failure to meet the following guidelines:

- 4.14 #1 and #6 as far as the replacing the triple windows with the double French doors,
  - Deny replacing the windows with the vinyl windows based on 4.14 no. 19 because of the 1933 bungalow style home and that those windows are visible from the street
- Mr. Phares seconded.

**VOTE: 8/0**      **AYES:** HADEN, HENNINGSON, HINDMAN, MARSHALL, **PARATI, PHARES, RUMSCH, TITUS,**  
**NAYS:** NONE

**DECISION:**      **APPLICATION DENIED**

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**APPLICATION: HDC 2017-428, 1930 WOODCREST AVENUE – NON- TRADITIONAL MATERIAL**

**EXISTING CONDITIONS**

The existing structure is a 1.5 story Bungalow constructed in 1933. The original siding material is wood shake and wood lap with wood trim. New vinyl siding was installed without a COA. Staff spoke with the property owner via telephone prior to the installation and advised that an application and pre-approval is required, see attached exhibit. Notice of Violations (NOV) and citations have been issued by Code Enforcement.

*Proposal*

The applicant is requesting approval for the new siding.

**STAFF RECOMMENDATION**

1. The Commission will determine the appropriate course of action for non-traditional material use.

**FOR/AGAINST:** No one accepted Mr. Haden’s invitation to speak either FOR or AGAINST the application.

**MOTION:** Based on non-compliance with the Charlotte Historic District Guidelines **Mr. Rumsch** made a MOTION to DENY this application because we do not allow vinyl in the historic districts, and this was put on during while it was in the historic district.

**Ms. Titus friendly amendment vinyl siding violates our guidelines for building materials, wood, item 5.2. no. 1 retain wood as on the dominant framing, cladding, and decorative materials**

- **Retain wood features that define the overall character of the building**
- **Repair rotted or missing sections rather than replacing the entire element**
- **Replace wood elements only when they are rotted beyond repair. Do not use cementitious vinyl, aluminum, or fiberglass siding to replace original irreparable wood siding**
- **Do not use synthetic siding such as vinyl or aluminum to cover existing wood.**

Ms. Marshall seconded.

**VOTE: 8/0**      **AYES:** HADEN, HENNINGSON, HINDMAN, **MARSHALL, PARATI, PHARES, RUMSCH, TITUS**  
**NAYS:** NONE

**DECISION:**      **APPLICATION DENIED**

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**ADJOURNED: 6hrs 20 mins**