



Agenda

Greenville Historic Preservation Commission

April 25, 2023

6:00 PM

City Hall Council Chambers 200 West 5th Street

Assistive listening devices are available upon request for meetings held in the Council Chambers. If an interpreter is needed for deaf or hearing impaired citizens, please call 252-329-4422 (voice) or 252-329-4060 (TDD) no later than two business days prior to the meeting.

I. Call to Order

II. Roll Call

III. Approval of Agenda

IV. Approval of Minutes

1. March 28, 2023 Minutes

V. Old Business

1. Local Landmarks Update
2. COA 2022-32, 1301 E 5th Street, Update

VI. New Business

1. Major Work COA 2023-11 107 W. 3rd Street
2. Major Work COA 209 S. Library Street
3. Minor Works

4. Budget Update
5. Code Enforcement - Staff Update

VII. Public Comment Period

VIII. Committee Reports

IX. Approved COA/MWCOA Staff Update

1. Approved COA/MWCOA Update

X. Announcements

XI. Adjournment



City of Greenville,
North Carolina

Meeting Date: 04/25/2023

Title of Item: March 28, 2023 Minutes

ATTACHMENTS

 [PEAK - HPC_Minutes_March_28_2023.pdf](#)

DRAFT MINUTES OF THE GREENVILLE HISTORIC PRESERVATION COMMISSION

March 28, 2023

The Greenville Historic Preservation Commission met on the above date at 6:00 pm in the City Council Chambers.

Andrew Morehead, Chair - *	Justin Edwards- *
Jeremy Jordan, Vice Chair- *	Kerry Carlin- *
Israel Mueller- *	Robert Wright- *
Marques Harrington- *	Larry Hall - X
Ronita Jones- *	Edythe Gianessi- *

The members present are denoted by an “*” and the members absent are denoted by an “X”.

PLANNING STAFF: Tony Parker, Neighborhood Liaison/Planner I; Latoya Yates, Staff Support Specialist II

OTHERS PRESENT: Dene’ Alexander, Assistant City Attorney; Monica Daniels, City Council; William Mills, Chief Building Inspector; Tom Barnett, Director of Planning and Development Services

APPROVAL OF MINUTES

Motion made by Mr. Carlin, seconded by Mr. Wright, to accept the February 28, 2023 minutes as written. Motion passed unanimously.

Assistant Attorney Dene Alexander read Ethics Statement

OLD BUSINESS:

Major Work COAs

- 1. 2022-0031: 405 S. Harding Street (After the Fact)
 Applicant: Beverly Harris
 Project: The applicant removed three dormers and repaired the roof where the dormers were.

Tony Parker, Neighborhood Liaison/Planner I, presented on behalf of Staff. This application is for Beverly Harris. This is an “after the fact” event, which means action was taken before a COA was issued. Notices were mailed on March 14, 2023, the sign were posted on March 14, 2023, and Reflector ad ran on March 18 and 25, 2023 advertising this public hearing. Known as the Oliver Rouse House, this two-and-a-half-story brick Colonial Revival style house is the most substantial dwelling on the 400 block of Harding Street. The monumental house is distinguished by a number of identifying features such as the pedimented front stoop which is supported by paired Doric columns; keystones above the tripartite windows on the first floor façade; and a modillion cornice. A one-story wing is located on the south elevation.

(Mr. Parker displayed the location of 405 S. Harding Street)

(Mr. Parker displayed visual of the location with the dormers)

(Mr. Parker displayed visual of the location without the dormers)

The applicant removed three dormers on the front of the house believing they were in imminent danger of collapse and believing they were not original to the house.

(Mr. Parker displayed visual applicant's photos with the dormers)

This is our timeline on January 5, 2023 the Design Review Committee meets with the applicant. On January 19, 2023, a continuance was requested by the applicant via email due to sickness. On January 24, 2023, a continuance was granted at the HPC meeting. February 28, 2023, a continuance is requested by Staff at the HPC meeting and was granted due to substantial turnover. March 8, 2023, the Design Review Committee meets with the applicant. I did reach out to the NC-SHPO and this is the response I received from John Wood, the Restoration Specialist and Regional Supervisor. This is his response, "Based on the level of detail, architectural style, and construction, it appears that the dormers were original features on the building." These are field notes from the 1982 survey for the book *The Architectural Heritage of Greenville North Carolina*, survey by Kate M. Ohno. This is a page from the book *The Architectural Heritage of Greenville North Carolina*, published in 1988, Editor Michael Cotter on page 147. These are notes from the NC Structures Historic Data Sheet November 14, 1996, it does note that there were dormers on the house at that time. I looked at the Design Guidelines and found the Secretary of the Interior's Standards in Chapter 2 which states, A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved. I also look at the Roofs of Chapter 2 and it states the original shape, line, pitch, and overhang of historic roofs must be retained and all architectural features that are character-defining elements of the roof, such as cupolas, chimneys, dormer, cornices, brackets, and turrets must be preserved and retained. Based on Staff findings, the applicant has removed the dormers from the house and replaced the dormers with a new roof concealing the areas where the dormers were installed, citing wood rot and imminent danger of collapse. The removal of the dormers is inconsistent with the Design Guidelines and The Secretary of the Interior's Standards for Rehabilitation.

The HPC had changes in membership, which meant that no members of the former DRC who met on site in January would be able to testify at the February 28, 2023 meeting of the HPC. Staff asked for and was granted a continuance to allow the new members of the DRC to meet on-site and discuss the COA with the applicant.

The Design Review Committee, met on January 5, 2023 on site at 405 S. Harding Street with the applicant, Beverly Harris, and her contactor, John Furci. The DRC pointed out that the dormers would have to be replaced since they were a part of the house when the initial architectural

survey was completed in 1992. A vote was taken and those present, Candace Pearce, Scott Wells, and Myron Caspar voted unanimously to recommend denying the approval of COA 2023-01 to the full HPC at their January 24, 2023 meeting. On March 8, 2023, The Design Review Committee met with property owner Beverly Harris, contactor John Furci, and City of Greenville Chief Building Inspector William Mills on March 8, 2023 at 405 S Harding Street. The DRC consisted of Andrew Morehead, Jeremy Jordan, and Robert Wright. After meeting in the attic and discussing the after the fact removal of the dormers, the DRC decided to review the Design Guidelines independently to review what the guidelines stated about removal of architectural components. They then emailed one another and decided to recommend denial of the COA and the replacement of the three dormers.

Beverly Harris, the applicant, presented in favor of the application. Here are pictures of three homes that I have renovated already. *(Displayed 407 S Rotary St location)* They closed the porch and I opened it back up and it has a family that has been there for about 12 years. *(Displayed 405 S Rotary St location)* This is the Scoville house. This house is directly behind me. *(Displayed 404 S Rotary St location)* This is the Clark house. It was covered in vinyl siding and all of that was removed. *(Displayed 405 S Rotary St location at time of applicant's purchase)* This two-and-a-half story brick Colonial Revival style house is the most substantial dwelling on the 400 block of Harding St. The monumental house is distinguished by member of identifying features such as the pedimented stoop which is supposed the tripartite windows on the first floor façade; and a modillioned cornice. A one-story wing is located on the south elevation. The dormers are not mentioned as an identifying feature. There was leaking and rain damage was inside the home. I dumped the bucket about four times that captured the leaking. The roof was sloping in towards the dormers. The dormers were not part of the original design of the home. The dormers are supposed to provide natural light in upper-level rooms, provide ventilation, and increase the usable space in which this was not happening at this location. The dormers cause increased leaks, heat loss in the winter, and no cooling in the summer. There was no flooring or stairway access to the attic.

John Furci, General Contractor, spoke on behalf of the applicant. This picture you can see a display of what a proper constructed dormer looks like. You can see the ridge header, studs tied into rafters, double or triple rafters, valley jacks, bottom header, and flashing. This picture shows improper construction where there was a rafter left in the middle of the window, rafters not doubled for structural support, and patch down for leaking.

Ms. Harris stated the Historic District and Local Landmark Design Guidelines that state all architectural features that are character-defining elements of the roof, such as cupolas, chimneys, dormers, cornices, brackets, and turrets must be preserved and retained.

Ms. Harris read the Variance Provision of the HPC as well.

Ms. Jones asked did you get an inspection of the home.

Ms. Harris stated no I did not, William Mills, the inspector, came to Design Review Committee meeting and stated what he observed of the home.

Ms. Jones asked did you get inspections of the other homes you bought.

Ms. Harris stated yes.

Ms. Jones asked why you didn't get an inspection of this home.

Ms. Harris stated I was going to buy this home regardless, it did not matter.

Chair Morehead asked how much did the dormers weigh?

Mr. Furci stated about 18 hundred pounds for each one.

Chair Morehead opened public hearing.

Bob Thompson, neighbor, spoke in favor of applicant. The pictures displayed are not consistent with the life span of the home.

Catherine Wallace, neighbor, spoke in favor of applicant. If Ms. Harris had not renovated this home, being a resident of the neighborhood, I would have long moved by now and rented my home to students. If Ms. Harris is not getting the support in what she is doing right now, no one will be motivated to make improvements to their homes in the future.

Chris Vancefield, neighbor, spoke in favor of applicant. You have shed some light on this. My wife and I have lived in the area for about 45 years. Our home has functional dormers and they provide light and usable space. I have spent quite some time doing roof work. My neighbor that lived in the Oliver house only did the interior renovation and it got sad when they moved away and did not get a chance to do work on the roof. Beverly has done a great job with the home and it looks so much better.

Amy Blumenthal, neighbor, spoke in favor of applicant. I am a physician with ECU, OBGYN. I bought 404 Rotary. I was able to assist with some of the renovations. Ms. Beverly's main drive is to maintain the Historic Preservation of the home. She is such a standup person.

Myron Casper, neighbor, spoke in favor of applicant. I have lived in that neighborhood for over 50 years. I have lived in a home with dormers and I am very familiar with them. The information or pictures that is provided to the public but it is over 40 years. My thoughts are the owner of the home sold off the part of the property, due to not having a need for it.

No one spoke in opposition.

William Mills, Chief Inspector spoke on behalf of Inspections. I was invited to go to the home and I met the home. The house is very well constructed. I do not believe that the dormers were built with the original construction of the home and could have possibly been added on mid-50s. I cannot place a time stamp on that. The dormers were not built by the same builder.

Staff recommends the Historic Preservation Commission should consider carefully whether the After the Fact removal of the dormers is consistent with the Design Guidelines. It is staff's recommendation that COA 2023-01, be denied for the reason that the removal of the dormers do not follow the Design Guidelines.

Chair Morehead closed public hearing.

Mr. Mueller stated that he will have to recuse himself from voting as he is unable to make an unbiased vote based due to the emotional attachment to the applicant.

Motion made by Chair Morehead to recuse Mr. Mueller from voting on set request. Motion passed unanimously excluding Mr. Mueller.

Mr. Edwards stated that he will have to recuse himself from voting as he is unable to make an unbiased vote based due to the emotional attachment to the applicant.

Motion made by Chair Morehead to recuse Mr. Edwards from voting on set request. Motion passed unanimously excluding Mr. Edwards.

Chair Morehead opened Board Discussion excluding Mr. Mueller and Mr. Edwards.

Motion made by Mr. Carlin, seconded by Mr. Wright to adopt the Findings of Fact as presented by City Staff and by the applicant excluding Mr. Mueller and Mr. Edwards.

Motion made by Mr. Jordan, seconded by Mr. Carlin to approve the Certificate of Appropriateness reasonable conditions excluding Mr. Mueller and Mr. Edwards.

2. Consideration of four (4) Survey and Research Reports to be adopted as the HPC's own and forwarded to the Greenville City Council for Local Landmark Designation. These include Brown Hill Cemetery, Cherry Hill Cemetery, the Minges Fire Practice Tower, and the Jessie R. Moya House

Notary swore in all speaking on behalf of set consideration.

Chair Morehead stated we will vote one at a time for this item.

Mr. Parker presented on behalf of staff. The Brown Hill Cemetery is located at 811 Howell Street. The Brown Hill Cemetery began as a slave cemetery, became a community cemetery known as "Cooper/Cooper's Field". In 1939 designated as Brown Hill Cemetery It became the largest and maybe the oldest black cemetery in the City of Greenville. In 1969, the cemetery of the Sycamore Hill Missionary Baptist Church was moved from downtown to Brown Hill Cemetery. Sycamore Hill Missionary Baptist Church was the largest and most prominent black church in downtown Greenville. Brown Hill Cemetery holds the collective memory of black history of Greenville. Historic cemetery is vital as a historic research and educational tool. The significance is Archeological, Persons, History.

Mr. Dennis Chestnut spoke in favor of request. I am glad to be here to support the Brown Cemetery as a Historic Site. I support the Historic Preservation. I came here as a freshman in 1965. Up on the hill, we came up a lost, we always looked for Doctor Best and Lawyer Powell to help us find our way. I see us progressing as a community. Brown Hill is essential. We want to be diverse as a community.

Motion made by Mr. Harrington, seconded by Mr. Carlin, to adopt Brown Hill Cemetery as a local landmark and forward request to City Council. Motion passed unanimously.

Mr. Parker presented on behalf of staff. The Cherry Hill Cemetery is located at 401 W. 2nd St. it was created in 1872. It is a part of the cemetery set aside a portion for the burial of black citizens. Leading citizens of Pitt County and Greenville between 1872 and 1924 were buried there. This Historic cemetery is vital as a historic research and educational tool. The significance is Archeological, Persons, History.

Chair Morehead opened public hearing.

No one spoke in favor or opposition.

Chair Morehead closed public hearing.

Motion made by Mr. Carlin, seconded by Ms. Gianessi, to adopt Cherry Hill Cemetery as a local landmark and forward request to City Council. Motion passed unanimously.

Mr. Parker presented on behalf of staff. Minges Fire Tower is located 206 N. Skinner Street. It was built in 1942. The Minges Fire Practice Tower is the last extant fire tower from WWII in eastern North Carolina. There was early architectural work by a famous mid-century modern North Carolina architect, A. J. Maxwell, Jr., of Goldsboro, N.C. It was also donated by M. O. Minges. Its significance: Persons and Architectural. This particular property has since come down due to significant damages over the years. The members of Publicity are creating a plaque to place at this location.

Chair Morehead opened public hearing.

No one spoke in favor or opposition.

Chair Morehead closed public hearing.

Motion made by Mr. Jordan, seconded by Mr. Mueller, to adopt Minges Fire Tower as a local landmark and forward request to City Council. Motion passed unanimously.

The Jesse R Moya house is otherwise known as the “music house”. This is to basically correct an oversight. People thought this was a local landmark for a while and it was not. We have had Roger Krammer write and prepare a survey and research report created for SHPO and was sent back to Roger for corrections. He will be bringing that before City Council, if you vote yes on this one. The Jesse Moya House is located at 408 W. 5th Street. It was built in 1902. Jesse R. Moya (1858-1935) who was a locally prominent figure in business and community affairs in Greenville, NC for over 40 years. Herbert W. Simpson, New Bern architect, was the designer of this house. It was built in Queen Anne and Colonial Revival architectural style. It was built in a period of Greenville’s economic expansion, the house represents not only the increasing prosperity of its owner, but of the town itself. The significance is Persons and Architectural.

Chair Morehead opened public hearing.

No one spoke in favor or opposition.

Chair Morehead closed public hearing.

Motion made by Mr. Carlin, seconded by Mr. Edwards, to adopt The Jesse R. Moya House as a local landmark and forward request to City Council. Motion passed unanimously.

NEW BUSINESS

1. Budget Update

Mr. Parker stated I met with Mitch Gibbs last week and he created this pdf for the Board. In the next meeting, I should have more significant detail. (*Displayed Snapshot of Current Budget*) The only change that has been made is, we have designated \$2400 for the HPC Reception. Your numbers have not changed.

Vice Chair Jordan asked where are we on paying the representative that is creating the research and surveys.

Mr. Parker stated Roger is creating the invoices to send over. Once I get the invoices, I will submit for payment.

2. Minor Work COA 2023-04, 107 E. Third Street

Mr. Parker stated this location is on a hold status at the moment until we hear back from the owner regarding what the next steps will be.

3. Minor Work COA 2023-05, 06, 07 405 S. Harding Street

Mr. Parker stated Beverly and I have been working closely together to make sure she is following the Design Guidelines. She agreed to hold off until the February meeting but the COA was continued to March 28th meeting. She asked if she could get started on the work. She is requesting to Repair wood rot on siding and fascia, repair loose brick with matching mortar (breakfast room), Repair front windowsill, repair mullions with reclaimed heart pinewood, replace columns with like style made of wood, and Repair and restore front door. She asked if she should use fiber wood and I informed her absolutely not. Doctor Harris has been on the phone with just finding out what she can and cannot do.

4. Preservation Month Reception – Update

Candace Pearce has volunteered as a citizen to take the lead on this one. Israel Mueller has created the invitations to be sent out by USPS. We will provide them to the Board as well. There will be several awards to be given out as well. It be held in the gallery at May 23, 2023 at 6pm.

PUBLIC COMMENT PERIOD:

Refer to page 2 of agenda for public comment guidelines. No Public Comments

COMMITTEE REPORTS:

1. Design Review Committee – Met on March 8, 2023
2. Publicity Committee – Met on March 21, 2023
3. Selection Committee – Met on March 21, 2023

APPROVED COA/MWCOA STAFF UPDATE

Mr. Parker stated the 1205 E. 5th Street is completed with the following: Restore, repaint, and repair wood rot, repair slate tiles, and repair integrated gutters. COA 2022-24 on 1205 E 5TH Street is incomplete. They are to remove gravel and replace with turnstone. I received an email from the property owner, work is to begin at the end of the week of April 16, 2023. COA 2022-32 on 1201 E 5TH Street is incomplete. They are to demolish addition to house, repair wall, and move electrical. Code Enforcement is working with the mortgage holder to ensure that the work to remove the addition is completed once all of the legal processes are completed.

ANNOUNCEMENTS/OTHER

No New Announcements

ADJOURNMENT

Motion made by Mr. Edwards, seconded by Ms. Gianessi, to adjourn. Motion passed unanimously.

Meeting adjourned at 8:02 p.m.

Respectfully submitted,

Tony Parker, Planner I



City of Greenville,
North Carolina

Meeting Date: 04/25/2023

Title of Item: Local Landmarks Update



City of Greenville,
North Carolina

Meeting Date: 04/25/2023

Title of Item: COA 2022-32, 1301 E 5th Street, Update




City of Greenville,
North Carolina

Meeting Date: 04/25/2023

Title of Item: Major Work COA 2023-11 107 W. 3rd Street

ATTACHMENTS

 [COA 2023-11 PEAK.pdf](#)

COA 2023-0011: 107 W. 3rd Street

Request:	The applicant requests to replace the front left door while keeping and using the original glass and hardware
Applicant:	Michael Moore
Location:	107 W. 3 rd Street
Parcel Number:	20871
Historic Status:	Local Landmark
Attachments:	1. Site Photos 2. Location map of the property

The Commission should consider this request based upon general conformance with the *Design Guidelines*.

Description: Built between 1911 and 1916, the property known as the Hassell-James Building and grounds is an intact survivor of Greenville's early 20th Century downtown development and is a good example of the vernacular commercial versions of the Classical Revival style popular around World War I. In addition, the Hassell-James Building and Grounds is associated with the lives of Dr. Starke Hassell, a prominent Greenville physician, and Fernando James, an important attorney who served as Mayor of Greenville and Senator for North Carolina. The property was designated as a Local Landmark in 1988.

Project Analysis: The door is no longer functional due to a large gap between the door and the top casing.

From the *Design Guidelines* (shortened to include only those that apply):

<u>Chapter</u>	<u>Title</u>	<u>Pages</u>
2	Windows and Doors	101 - 102

1. Original windows, doors, and shutters must be retained and preserved. This includes all wood and metal sash, glass, and hardware.

2. Openings and details of windows and doors, such as trim, casings, lintels, sills, and thresholds must be maintained and preserved.

6. If replacement of an entire door or window is required because of total loss or irreparable deterioration as determined by a preservation professional, the replacement must match the original exactly in profile, dimensions, and finish. Replacement of windows and doors with stock items that do not fill the original openings or duplicate the unit in size, material, and design is not permitted.

Staff Findings: The door no longer is functional due to the large gap between the door and the top casing. This gap exposes the interior of the building to outside elements.

Design Review: The DRC met with the applicant's representative, Billy Humphries, who opened the building and discussed the door in question. Mr. Humphries stated the hardware and the glass panel (if possible) would be repurposed for the new door. The applicant supplied the schematics of the door that match the current door identically. The DRC voted unanimously to recommend approval of the COA.

DESIGN REVIEW COMMITTEE MEETING

DATE: April 6, 2023

COA APPLICATION: 2023-11

MEMBERS PRESENT: Larry Hall
Jeremy Jordan
Robert Wright

APPLICANT(S) PRESENT: Billy Humphries representing Michael Moore

EXPLANATION OF WORK: Remove and replace existing front door at left front of building, Douglas fir wood, paint white to match existing, reuse existing glass and hardware.

RECOMMENDATION: APPROVED
 DENIED
 REFER TO SHPO

NOTES: DRC met with Billy Humphries on site and examined the door, jambs, frame, and threshold. Mr. Humphries answered questions from the DRC about the condition of the door and if the door could be preserved. The DRC voted unanimously to allow the door to be replaced only if the door matched the specifications on the COA.

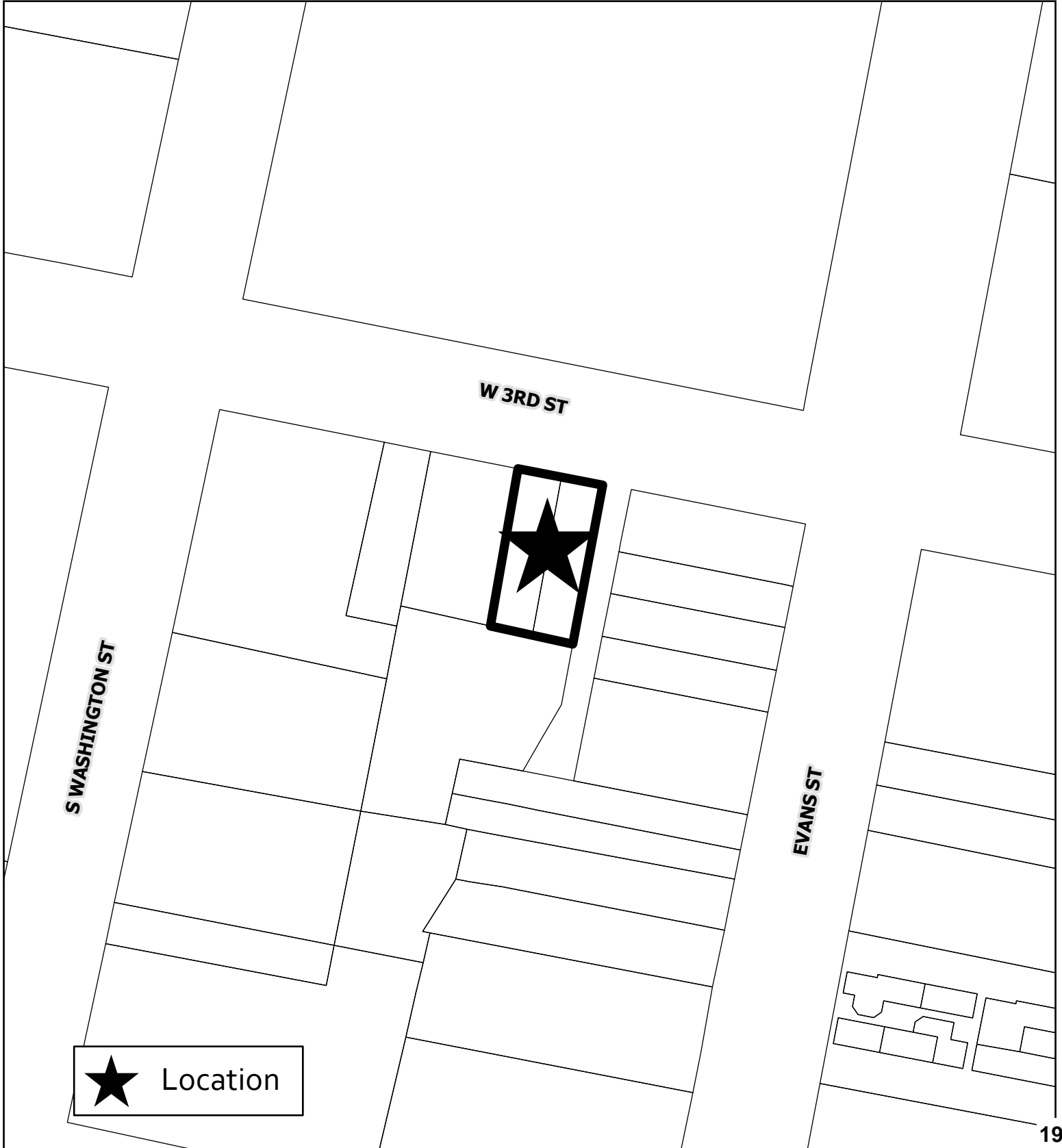


107 W. 3rd Street

107 W. 3rd Street COA # 2023-11 April 25, 2023



0 0 0.01 0.01 Miles



 Location

CERTIFICATE OF APPROPRIATENESS APPLICATION



Find yourself in good company

Historic Property Address: 107 W. 3rd Street Parcel Number: 20871

APPLICANT INFORMATION (please type or print legibly)

Applicant Name*: Designco Construction, Inc

*If the applicant is not the owner, s/he must be authorized by the owner to commit to changes proposed by the Commission

Mailing Address: 2040 South Park Drive, Suite i

City: Winterville State: NC Zip: 28590 Fax: _____

Email: designcoinc@gmail.com Day/Cell Phone: 252-902-8500

Property Owner (if different from applicant): Derek Brown

Mailing Address: PO Box 3493 Day/Cell Phone: _____

City: Greenville State: NC Zip: 27836 Fax: _____

Email: derek.brown@dbrownpc.com

EXISTING CONDITIONS:

Current Use: Law Office

Previous Renovations _____

PROPOSED ACTION:

- | | |
|---|--|
| <input type="checkbox"/> Alteration | <input type="checkbox"/> Addition |
| <input checked="" type="checkbox"/> Restoration | <input type="checkbox"/> New Construction |
| <input type="checkbox"/> Reconstruction | <input type="checkbox"/> Relocation/Demolition |
| <input type="checkbox"/> Other [utilities, etc] | <input type="checkbox"/> Landscaping/Environment |

ATTACHMENTS: (see page 3 for additional required attachments)

Written Description: describe all proposed changes to the property, including materials to be used, and make a case for their appropriateness. Refer as specifically and completely as possible to the Historic Preservation Commission's Design Guidelines.

Remove and replace existing front door at left front of building, douglas fir wood, paint white to match existing, reuse existing glass and hardware

Before the Commission meeting, the owners of properties located in proximity to the request will be sent a letter as their notification of the hearing. Staff will visit the site and post a public hearing notification sign. Applicants are required to attend the meeting to present their application and answer questions or the Commission may continue the application until the next scheduled meeting. If you cannot appear in person at the commission meeting, you may appoint a duly authorized agent. All application fees **must** be paid at the time the application is submitted. See page 1 for fee amounts.

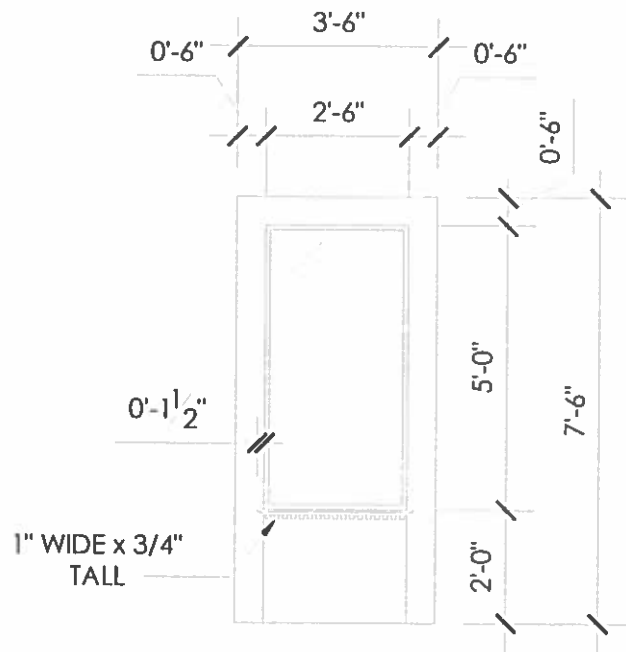
By submitting this application you **agree** to the following statement:

I certify that I have read the instructions to this application and that the information I have included, and any accompanying documentation, is complete and accurate to the best of my knowledge. I further certify that I agree to comply with all conditions of the COA.

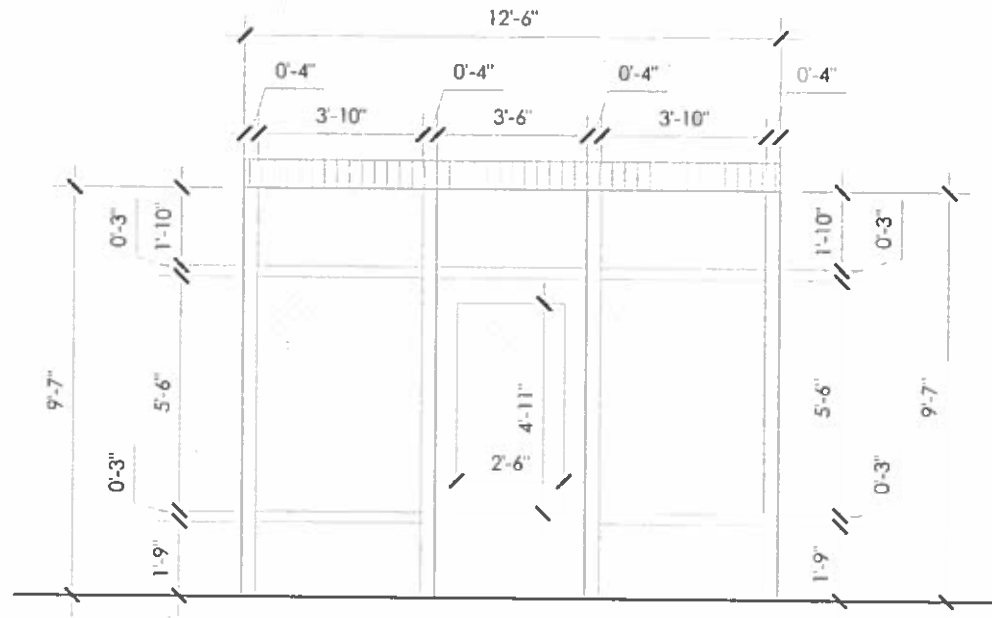
3/17/23
Applicant's Signature Date

Property Owner's Signature (Required if not applicant) Date

THIS SECTION FOR STAFF USE ONLY	
Case #: _____	Date Received: _____
NR #: _____	Meeting Date: _____
Date Complete: _____	FOF: _____
APO sent: _____	Fee Paid: _____
This Certificate of Appropriateness is hereby	
MINOR	MAJOR
ROUTINE MAINTENANCE	
APPROVED/APPROVED WITH CONDITIONS/DENIED	
_____ Commission Secretary	_____ Date



FRONT DOOR DETAIL
SCALE: 1/4" = 1'-0"
2



FRONT ELEVATION
SCALE: 3/8" = 1'-0"
1

DESIGN DEVELOPMENT
NOT FOR CONSTRUCTION

DESIGNCO
CONSTRUCTION
107 W. 3rd St. Raleigh, NC 27601
704.781.1100

EXTERIOR ELEVATION
Exterior Remodeling Plans for:
D. BROWN
107 W. 3rd St. Greenville, NC 27834

B1.0



City of Greenville,
North Carolina

Meeting Date: 04/25/2023

Title of Item: Major Work COA 209 S. Library Street

ATTACHMENTS

 [STAFF_REPORT_COA_2023-12_PEAK.pdf](#)

COA 2023-12: 209 S. Library Street

Request:	The applicant requests to replace asphalt shingles with metal
Applicant:	Michael Metcalf
Location:	209 S. Library Street
Parcel Number:	14015
Historic Status:	College View Historic District
Attachments:	1. Site Photos 2. Location map of the property

The Commission should consider this request based upon general conformance with the *Design Guidelines*.

Description: Built in 1935, this modest Colonial Revival style house is expressed in the molded tapered box porch posts, boxed cornices, and gabled dormers with returns of this one-and-a-half- story frame house.

Project Analysis: The property currently has an asphalt-shingled roof. The applicant wishes to remove the asphalt shingles and replace with metal.

From the *Design Guidelines* (shortened to include only those that apply):

<u>Chapter</u>	<u>Title</u>	<u>Pages</u>
2	Roofs	17 - 21

1. The original shape, line, pitch, and overhang of historic roofs must be retained.
2. All architectural features that are character-defining elements of the roof, such as cupolas, chimneys, dormers, cornices, brackets, and turrets must be preserved and retained.
3. Historic roofing materials must be preserved and retained whenever possible.

Staff Findings: The roof appears to have outlived its usefulness and should be replaced. According to the applicant, Michael Metcalf, the roof is approximately 30 years old and is leaking. A relatively small number of metal roofs are found in the College View Historic District.

Design Review: The DRC met with the applicant, Michael Metcalf on April 6, 2023. The DRC voted unanimously to recommend approval of the COA.

DESIGN REVIEW COMMITTEE MEETING

DATE: April 6, 2023

COA APPLICATION: 2023-12

MEMBERS PRESENT: Larry Hall
Jeremy Jordan
Robert Wright

APPLICANT(S) PRESENT: Michael Metcalf

EXPLANATION OF WORK: Remove and replace asphalt shingles with metal

RECOMMENDATION: APPROVED
 DENIED
 REFER TO SHPO

NOTES: DRC met with the applicant on site and discussed the application to replace the roof with a metal roof. The DRC voted unanimously to recommend approval of the COA.

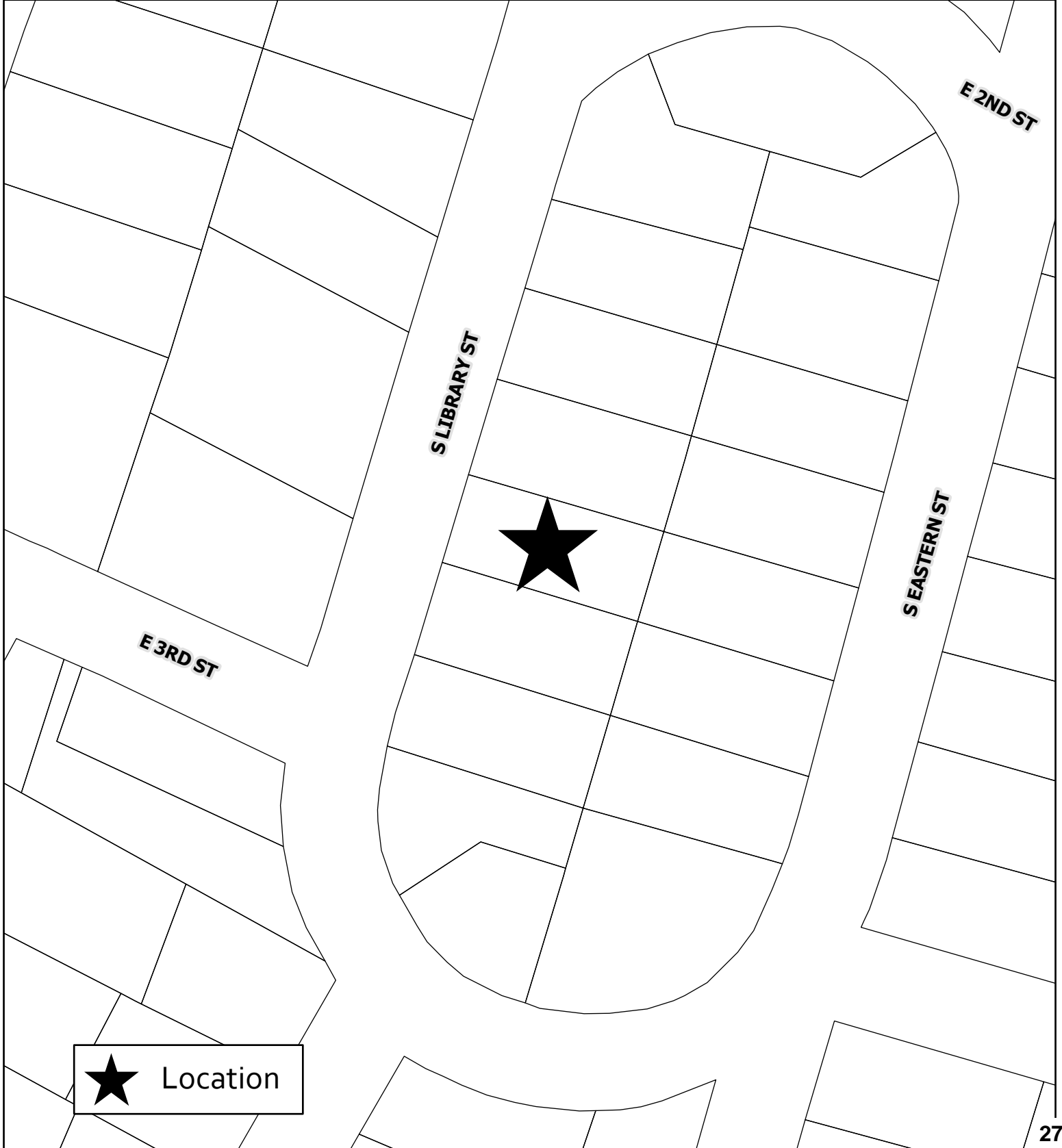


209 S. Library Street

209 S. Library Street COA # 2023-12 April 25, 2023



0 0.01 0.02 Miles



 Location

Applicant Submission

**Major Work Certificate of Appropriateness
209 S. Library Street
Replace Asphalt Shingle Roof With Metal Panel Roof Material
208 April 2023**

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6. Site Drawing of 209 S. Library Street, Plan View
7. Map of College View Historic District Indicating Locations of Homes With Metal Roofs (Twelve)
8. Spreadsheet of Home Addresses Having Metal Roofs.
9. 407 Biltmore Street
10. 311 S, Eastern Street
11. 110 S. Harding Street
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13. Cross Section Drawing of AG Metal Roof Panel.
14. Contract Cost Estimate of Metal Roof and Asphalt Shingle Installation, page 1
15. Contract Cost Estimate of Metal Roof and Asphalt Shingle Installation , page 2

CERTIFICATE OF APPROPRIATENESS APPLICATION CHECKLIST



Find yourself in good company

Submit this checklist with the application and supporting documents.*
* Staff and/or the Commission may request additional documents to fully illustrate the proposal.

Intent

The purpose of documentation is to illustrate what the property looks like NOW, what work is proposed, and what the property would look like AFTER proposed work is completed. Please consult staff if you have questions about how to adequately document your proposed project.

Required Elements for Drawings

- 1. Scale
- 2. North arrow /directional reference (if a site plan)
- 3. Property lines (if a site plan)
- 4. Specification of materials
- 5. Dimensions

Minimum Required Documents

- A. Scope of Work** – A written description of each proposed work item must be included on the application form itself. Additional pages may be attached if more detail is necessary.
- B. Documentation of Existing Conditions** – Documentation of the appearance, condition and dimensions of any existing materials to be replaced or altered must be submitted.
 - 1. Clear photos of each work item, printed on regular 8.5x11 paper (no photo paper)
 - 2. Drawings or labeled photos with accurate dimensions and materials (no photo paper)
- C. Site plans** for existing and proposed work as follows:
 - 1. Buildings (including garages)
 - 2. Fences or fence walls
 - 3. Sidewalks, driveways
 - 4. Landscape elements, including decks, sheds, etc.
- D. Elevations, floor, and roof plans**, including existing and proposed features and elements:
 - 1. Exterior materials and architectural elements
 - 2. Doors, windows, awnings, light fixtures
 - 3. Porches, stoops, steps, ramps, railings
 - 4. Roof plan (ridgelines, chimneys, vents, gutters, etc.)
- E. Construction methods and materials**
 - 1. Roof features, including chimneys, turbines, vents, gutters, etc.
 - 2. Brick/masonry color, size, and pattern
 - 3. Siding profile, dimensions, reveal
 - 4. Foundation material, dimensions, and features
- F. Products**
 - 1. Cut sheet or brochure of any commercial product to be used, with dimensions, materials, and color
 - 2. Photos or drawings of custom products to be used, with dimensions, materials, and color
- G. Additional documentation for New Construction or Additions**
 - 1. Floor height, with comparison to neighboring properties and primary structure (additions)
 - 2. Total height, with comparison to neighboring properties and primary structure (additions)
 - 3. Site plan with setbacks and siting of neighboring properties
 - 4. Topographical information for existing site and any proposed changes
- H. Additional Documentation** – Documents as needed to fully define the project, such as illustrations, details, sections, product information, and samples.

Typical Project Requirements

- Roof replacement-A, B, C, E, and F
- Siding replacement-A, B, C, E, and F
- Fence replacement-A, B, C, E and F including height
- Yard elements (sheds, decks, etc)-A, B, C, D, E, and F
- New Construction – All
- Additions – All
- Window replacement -See Page 2

CERTIFICATE OF APPROPRIATENESS APPLICATION



Find yourself in good company

Historic Property Address: 209 S. LIBRARY STREET Parcel Number: 0014015

APPLICANT INFORMATION (please type or print legibly)

Applicant Name*: MICHAEL D. METCALF

*If the applicant is not the owner, s/he must be authorized by the owner to commit to changes proposed by the Commission

Mailing Address: 210 ELEANOR STREET

City: GREENVILLE State: NC Zip: 27858 Fax: NA

Email: michael.metcalfe68@gmail.com Day/Cell Phone: 252-561-6695

Property Owner (if different from applicant): NA

Mailing Address: _____ Day/Cell Phone: _____

City: _____ State: _____ Zip: _____ Fax: _____

Email: _____

EXISTING CONDITIONS:

Current Use: deteriorating water leaks

Previous Renovations _____

PROPOSED ACTION:

- Alteration
- Restoration
- Reconstruction
- Other [utilities, etc]
- Addition
- New Construction
- Relocation/Demolition
- Landscaping/Environment

ATTACHMENTS: (see page 3 for additional required attachments)

Written Description: describe all proposed changes to the property, including materials to be used, and make a case for their appropriateness. Refer as specifically and completely as possible to the Historic Preservation Commission's Design Guidelines.

SEE ATTACHED

Before the Commission meeting, the owners of properties located in proximity to the request will be sent a letter as their notification of the hearing. Staff will visit the site and post a public hearing notification sign. Applicants are required to attend the meeting to present their application and answer questions or the Commission may continue the application until the next scheduled meeting. If you cannot appear in person at the commission meeting, you may appoint a duly authorized agent. All application fees must be paid at the time the application is submitted. See page 1 for fee amounts.

By submitting this application you agree to the following statement:

I certify that I have read the instructions to this application and that the information I have included, and any accompanying documentation, is complete and accurate to the best of my knowledge. I further certify that I agree to comply with all conditions of the COA.

Michael D. Metcalf 3/24/2023
Applicant's Signature Date

Property Owner's Signature (Required if not applicant) Date

THIS SECTION FOR STAFF USE ONLY	
Case #: <u>2023-12</u>	Date Received: <u>3/27/23</u>
NR #: _____	Meeting Date: <u>4/25/23</u>
Date Complete: _____	FOF: _____
APO sent: _____	Fee Paid: <u>✓</u>
This Certificate of Appropriateness is hereby	
MINOR	MAJOR
ROUTINE MAINTENANCE	
APPROVED/APPROVED WITH CONDITIONS/DENIED	
<u>[Signature]</u>	<u>4/6/2023</u>
Commission Secretary	Date

209 S. Library Street
 Greenville, NC 27858
 Date: 08 April 2023

Major Works – Certificate of Appropriateness

Asphalt shingle roof replacement with metal

PROPOSAL: Replace existing black asphalt shingle roof with black metal roof.
CASE FOR MAJOR WORK, COA: Roof has met its warranty life of twenty-five years and has deteriorated to allow water leaks.

MATERIALS: 29 g, master panel with 40-year warranty on finish, synthetic underlayment and 2-inch painted screws

Proposal meets HPC Guidelines for Major Work, COA

- At least twelve homes in the College View Historic District have metal roofs.
- Cost estimate for metal roof is \$1,000.00 cheaper than asphalt shingles.
- Warranty of metal roof exceeds nominal asphalt roof by fifteen years.

METAL ROOFING SPECIFICATIONS:

<https://lyonmetalroofing.com/products/metal-roofing-panels-and-siding-panels/>

It is established that:

- metal roofs are a part of historic materials in the College View Historic District (CVHD)
- metal roofs are used as a replacement material in the CVHD
- a variety of colors are represented in the CVHD.
- metal roofs are can be cheaper to install than asphalt shingle roofs.
- metal roofs require less maintenance than asphalt shingle roofs.
- current metal roof products retain their weatherability longer.
- current metal roofs stay attractive longer
- current metal roofs are more energy-efficient
- current metal roofs are attractive to a historic district.
- “Craftsman” style houses in the CVHD have metal roofs.
- 209 S. Library Street is not a “historic house”.
- Guidelines, p.20, #3 allow installation of metal roofs as replacements.

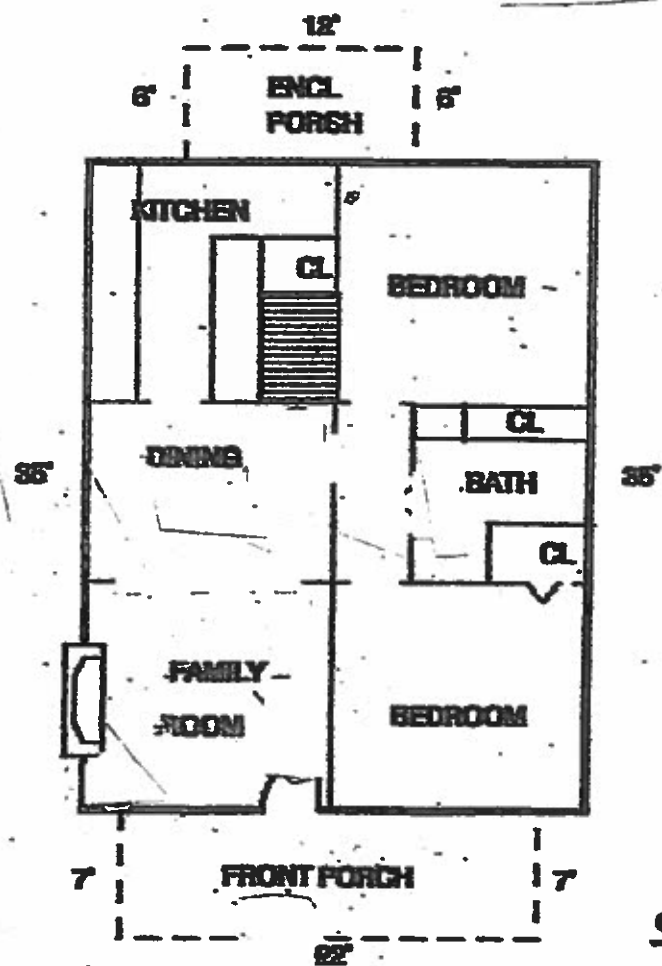
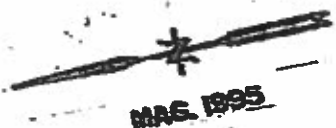
My assertion is

- over the years an informed home owner in CVHD with a capable budget could easily decide an asphalt roof to be replaced with metal roof.
- installation of metal roofs from the market is a prudent and value added choice for a non-historic home in the CVHD.





209 S. Library St., Greenville, NC



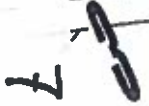
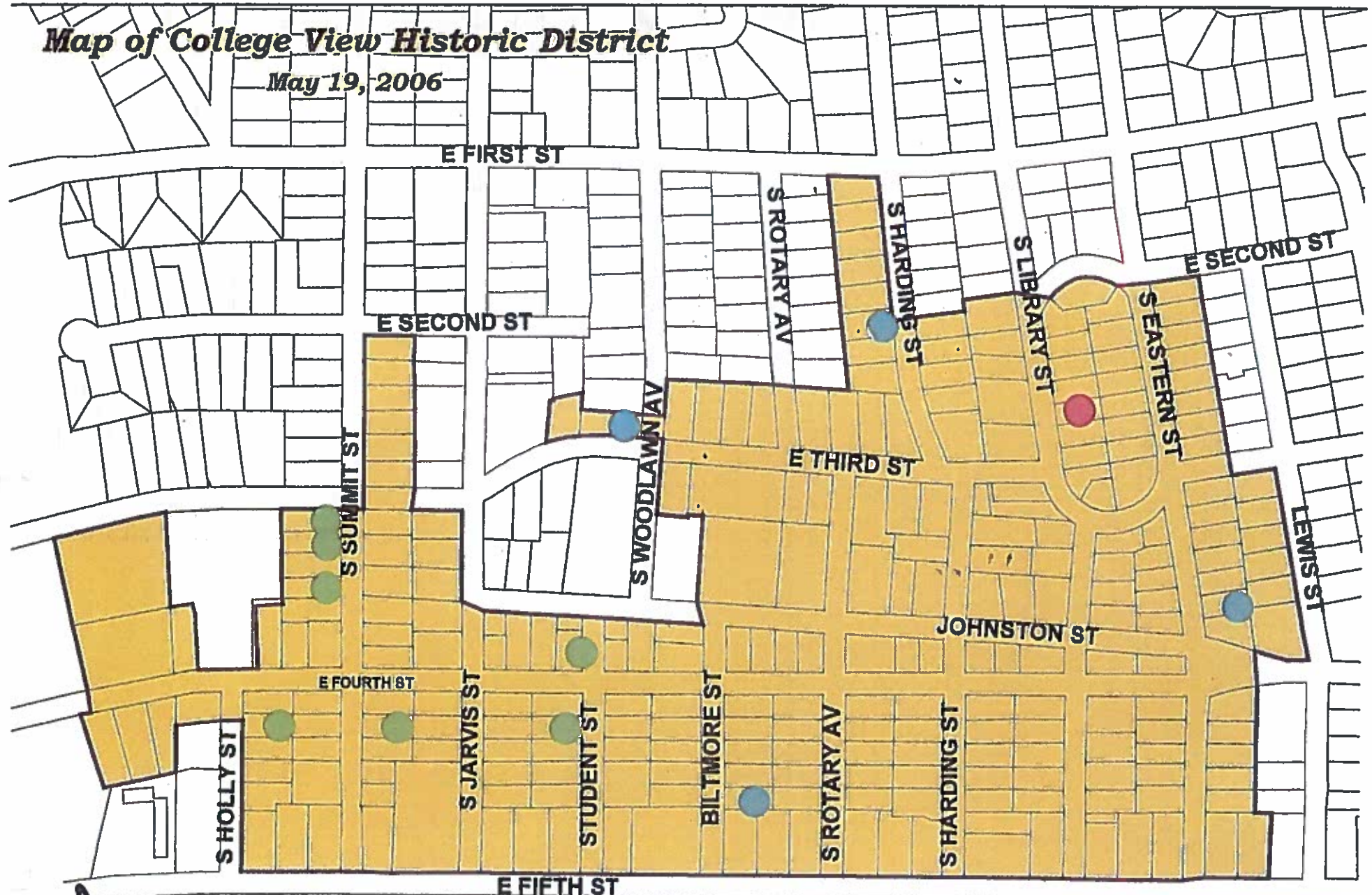
SCALE
120:1

MATERIALS:




**29 g. AG MASTER PANEL with 40 YEAR WARRANTY
OR FINISH, SYNTHETIC UNDERLAYMENT and
7-INCH PAINTED SCREENS.**

Map of College View Historic District

May 19, 2006



Map Legend

-  College View Historic District
-  Land Parcels
-  209 S. Library Street

Metal Roofs
College View Historic District
 04/08/23

<i>Name</i>	<i>Number</i>	<i>Color</i>	<i>IMG_</i>
Biltmore St.	407		1895
S. Eastern St.	311		1905
E. Fourth St.	707		1896
S. Harding St.	110		1904
S. Holley St.	403	Black	1898
Student St.	402		1897
S. Summit St.	303		1892
S. Summit St.	300		1900
S. Summit St.	302		1901
S. Summit St.	306		1899
S. Woodlawn Av.	122	Red	1903

NOTES: Entries in BOLD face are within 1000' of 209 S. Library.
 Colors not entered are roofs having light or no coating.

8



6



101

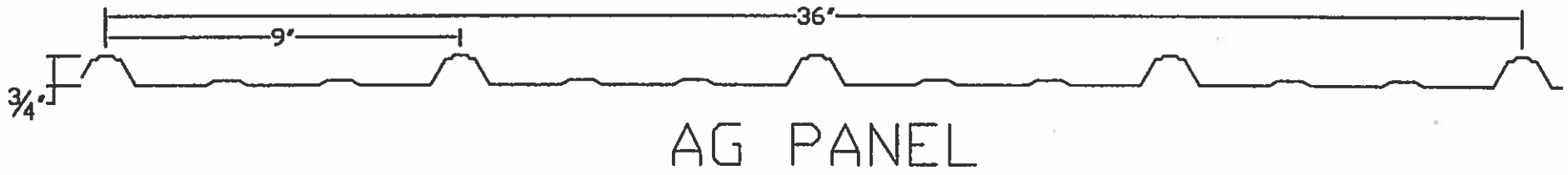
INGE-1905 211 S. EASTERN





12

IMG-1903 122 E WOODLAND



53

B&M Home Improvement**Mailing Address:**

**5734 NC HWY 43 SOUTH
Greenville, NC 27858**

Physical Address:

**1604 Dickinson Ave
Greenville, NC 27858
252-327-8838**

03/15/2023

Estimate

Michael Metcalf

209 S. Library St

Greenville, NC

(252)561-6695

Roof:

Asphalt- \$7800

\$6000 for the main roof.

\$1800 for the rubber front porch.

Metal- \$6800

Terms:

All estimates are subject to change no lower or higher than 15% and are only valid for 15 days due to the variability in material prices. *Owner will be promptly informed in writing.*

DEPOSIT TO START ON ALL RESIDENTIAL WORK IS HALF UPFRONT AND REMAINING BALANCE DUE ON COMPLETION OF JOB.

LIGHT CLEAN UP after the work ends will be done by B & M technicians. We will only be cleaning up behind ourselves. We are not responsible for any blemishes in the house prior to our arrival.

14

Please also make sure any valuables around where we are working are put away, to ensure there will not be any damages. For example , pictures on walls , valuables on dressers, or anything that can be disturbed or damaged.

Please make sure there is water and electricity for us to work .

Change orders and accompanying estimates will be mutually agreed.

******Please make sure your pets are locked up while techs are working in the home. We are not responsible for furbabies ! ******

Techs may leave doors open from time to time to bring in tools so we ask for you to secure your pets

MAKE ALL CHECKS PAYABLE TO Phillip Bret Thompson or B and M Home

Improvement. Due to higher rates that the credit card processors are charging, we no longer accept credit cards.

We do accept local checks, cash, certified checks, money orders, and counter checks

PLEASE TAKE THE TIME TO RATE US ON ANGIE'S LIST.COM after work is completed and the final inspection is done.

Signature of owner to acknowledge all work was done in a proper and timely manner and all properties have been returned to B&M Home Improvement

Signature _____ date _____



City of Greenville,
North Carolina

Meeting Date: 04/25/2023

Title of Item: Minor Works

ATTACHMENTS

- 📄 [MINOR_2023-09 2 pdf.pdf](#)
- 📄 [MINOR 2023-10 13.pdf](#)
- 📄 [MINOR 2023-1.pdf](#)
- 📄 [MINOR 2023-15.pdf](#)
- 📄 [MINOR 2023-16.pdf](#)



300 S. Fifth Street

2023-0009 – repaint trim with like color



107 W. 3rd Street

2023-0010 – replace HVAC system (back of building)

2023-0013 - Remove and repair wood rot at left front entrance, paint to match existing color



707 W 4th Street
2023-0014 – Repair wood rot,
repaint with DRC approved colors



707 W 4th Street

**2023-0014 – Reroof and replace shingles with
architectural shingles, same color**



405 S. Harding Street

**2023-0016 – Repair all wood rot on the garage,
repaint to match existing color**



City of Greenville,
North Carolina

Meeting Date: 04/25/2023

Title of Item: Budget Update

ATTACHMENTS

 [HPC Budget 4-18-23 PEAK.pdf](#)



Landmark Projects

Budget and Expense Summary

Organization	Program	Expense Type	Location / Exp Type	Budget	Expenses	Encumbrances	Available Budget
Historic Preservation Commission	ADMIN		Administrative Expenses	\$9,600	\$0	\$0	\$9,600
Historic Preservation Commission	ADMIN	RECEPTION	RECEPTION	\$2,400	\$0	\$0	\$2,400
Historic Preservation Commission	LANDMARK	SURVEY	BROWN HILL CEMETERY	\$2,000	\$2,000	\$0	\$0
Historic Preservation Commission	LANDMARK	SURVEY	ELM STREET PARK	\$2,000	\$0	\$2,000	\$0
Historic Preservation Commission	LANDMARK	SURVEY	GUY SMITH STADIUM	\$2,000	\$0	\$2,000	\$0
Historic Preservation Commission	LANDMARK	SURVEY	GARRETT HOUSE	\$1,200	\$0	\$1,200	\$0
Historic Preservation Commission	LANDMARK	SURVEY	CHERRY HILL CEMETERY	\$900	\$900	\$0	\$0
Historic Preservation Commission	LANDMARK	SURVEY	FIRE / RESCUE DRILL TOWER	\$900	\$900	\$0	\$0
Historic Preservation Commission	LANDMARK	SURVEY	GREENE STREET BRIDGE	\$900	\$0	\$900	\$0
Historic Preservation Commission	LANDMARK	SURVEY	J.R. MOYE HOUSE	\$900	\$900	\$0	\$0
Historic Preservation Commission	LANDMARK	SURVEY	LANDMARK - SURVEYS	\$0	\$0	\$0	\$0
Totals				\$22,800	\$4,700	\$6,100	\$12,000



Facade Improvement Projects

Budget and Expense Summary

Organization	Program	Expense Type	Location	Budget	Expenses	Encumbrances	Available Budget
Historic Preservation Commission	FAC IMP	ADMIN		\$20,000	\$0	\$0	\$20,000
Totals				\$20,000	\$0	\$0	\$20,000



City of Greenville,
North Carolina

Meeting Date: 04/25/2023

Title of Item: Code Enforcement - Staff Update



City of Greenville,
North Carolina

Meeting Date: 04/25/2023

Title of Item: Approved COA/MWCOA Update

ATTACHMENTS

📎 [PEAK 4 25 2023 Approved COA.pdf](#)

2022-24	1205 E 5TH Street	Major	Incomplete - Enlarge Parking / Repair fence
2022-25	530 Evans Street	Minor	Incomplete - Remove hazardous tree and replace with like species
2022-31	1003 E 3rd Street	Major	Incomplete - Addition to the back of the house
2022-32	1301 E 5th Street	Major	Incomplete - Demolish addition to house, repair wall, move electrical
2023-01	405 S. Harding St.	Major	COMPLETE - Remove dormers
2023-02	701 E. 5th St.	Minor	Incomplete - Replace and repair roof with like shingles - repair and seal metal roof
2023-03	605 E. 5th St.	Minor	Incomplete - Repair existing rear yard ground level patio
2023-05	405 S. Harding St.	Minor	Incomplete - Repair wood rot on siding and fascia, repair loose brick with matching mortar (Addition)
2023-06	405 S. Harding St.	Minor	Incomplete - Repair front windowsill, repair mullions with reclaimed heart pinewood, replace columns with like style made of wood
2023-07	405 S. Harding St.	Minor	Incomplete - Repair and restore front door
2023-09	300 S Jarvis	Minor	Incomplete - Repaint trim with like color
2023-10	107 W 3rd St	Minor	Incomplete - Replace HVAC rear of building
2023-11	107 W 3rd St	Major	Pending Approval - Replace front left door
2023-12	209 S Library Street	Major	Pending Approval - Replace shingle roof with metal roof
2023-13	107 W 3rd St	Minor	Incomplete - Remove and repair wood rot at left front entrance, paint to match existing color, existing glass reinstalled
2023-14	707 W 4th Street	Minor	Incomplete - Repair wood rot, repaint with DRC approved colors
2023-15	406 S. Library Street	Minor	Incomplete - Replace shingles with architectural shingles, same color
2023-16	405 S Harding St	Minor	Incomplete - Repair all woodrot on the garage and repaint matching existing color

Approved COA/MWCOA Update

March 28, 2023