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HISTORIC DISTRICT COMMISSION  
October 11, 2023 | Room 267

MINUTES

- MEMBERS PRESENT: Nichelle Hawkins (Chair)  
Kim Parati (Vice Chair)  
Chris Barth (2<sup>nd</sup> Vice Chair)  
Shauna Bell  
Christa Lineberger  
Brett Taylor  
Jill Walker  
Sarah Wheat  
Scott Whitlock  
Heather Wojick
- MEMBERS ABSENT: Phil Goodwin  
Fourth Ward Vacant Seat  
Hermitage Court Vacant Seat  
Oaklawn Park Vacant Seat
- OTHERS PRESENT: Kristi Harpst, HDC Program Manager  
Jenny Shugart, HDC Staff  
Candice Leite, HDC Staff  
Marilyn Drath, HDC Staff  
Jill Sanchez-Myers, Senior Assistant City Attorney  
Nicole Hewett, Assistant City Attorney  
Candy Thomas, Court Reporter

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With a quorum present, Chair Hawkins called the October meeting of the Historic District Commission (Commission) meeting to order at 1:29 pm. Chair Hawkins 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 Standards**. 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 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. Chair Hawkins asked that everyone please silence any electronic devices. Commissioners are asked to announce, for the record, if one leaves or arrives during the meeting. Chair Hawkins requested that those in the audience remain quiet during the hearings. An audience member will be asked once to be quiet and the need for a second request will require removal from the room. Chair Hawkins swore in all Applicants and Staff and continued to swear in people as they arrived for the duration of the meeting. Appeals from the Historic District Commission are to the Zoning Board of Adjustment within thirty (30) days from the date of the decision to appeal. This is in accordance with Section 10.213 of the City Zoning Ordinance.

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After public comments were offered on the proposed Elizabeth Local Historic District, Vice Chair Parati moved to defer a decision on the issue until a revised, complete, and accurate application was received by the Commission. Ms. Wojick seconded the motion. The Commission voted, 10 to 0, to defer a decision on the application.

Ms. Wojick moved to approve the September meeting minutes. Ms. Wheat seconded. The September meeting minutes were approved by a vote of 10 to 0.

Ms. Wojick then moved to approve the August meeting minutes. Ms. Walker seconded. The August meeting minutes were approved by a vote of 10 to 0.

A discussion and motion on the July meeting minutes was deferred until the November 8, 2023 meeting.

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#### **INDEX OF ADDRESSES:**

##### **CONSENT**

HDCRMI-2023-00888, 1818 Lennox Av	Dilworth
HDCRMI-2023-00589, 705 E Tremont Av	Dilworth
HDCRMI-2023-00832, 324 East BV	Dilworth

##### **NOT HEARD AT THE SEPTEMBER 13 MEETING**

HDCRMI-2022-00590, 1615 The Plaza	Plaza Midwood
HDCRMAA-2023-00446, 1509 Belvedere Av	Plaza Midwood

##### **CONTINUED FROM THE SEPTEMBER 13 MEETING**

HDCRMI-2023-00256, 2310 Charlotte Dr	Dilworth
HDCRMA-2023-00448, 421 N Poplar St	Fourth Ward
HDCRMA-2023-00283, 424-428 West Bv	Wilmore

##### **NEW CASES**

HDCRMA-2023-00382, 1623 Madison Av	McCrorey Heights
HDCRMA-2023-00663, 1823 Cleveland Av	Dilworth
HDCRMI-2023-00461, 1147 Liganore Pl	Dilworth
HDCRMI-2023-00583, 604 S Summit Av	Wesley Heights
HDCRMI-2023-00588, 417 Heathcliff St	Wesley Heights

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**CONSENT**

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**ABSENT | RECUSE | LEFT MEETING | RETURNED:**

ABSENT: GOODWIN

RECUSED: TAYLOR

**APPLICATION:****HDCRMI-2023-00888, 1818 LENNOX AV (PID: 12108309) – FENESTRATION CHANGES TO PREVIOUSLY APPROVED PROJECT****EXISTING CONDITIONS:**

The existing structure is a 1.5-story Craftsman house built c. 1915. Architectural features include a front-gable roof, a bay window, exposed rafters, and 12/1 double-hung windows. The partial width engaged front porch features square columns with shake siding; the right bay of the front porch was formerly infilled. The lot size is approximately 50' x 190'. Adjacent structures are a mixture of 1.5, 2, and 2.5-story residential and commercial buildings. A replacement fence in the rear yard was approved under application HDCMRI-2023-00579 on August 9, 2023.

**PROPOSAL:**

The proposed project is changes to a previously approved project. On January 12, 2022, the HDC approved the restoration of the front porch, an addition, and a new detached one-vehicle accessory structure under HDCRMI-2021-00918. The COA was issued on September 22, 2022, and renewed for an additional 12-months on September 22, 2023.

The applicant is requesting two minor project changes which, due to visibility, cannot be approved at the Administrative level.

1. Relocate an existing window from the right elevation to the front elevation. The original plans approved this window to be changed to a new entry door on the right elevation. Instead of the window being discarded the applicant is now seeking to repurpose it to the front elevation.
2. Reorient the new side entry steps to face both the front and back yards. This allows the steps to remain fully on the property and no encroach into the alley.

**STAFF RECOMMENDATIONS:**

1. The project is not incongruous with the district and meets the Standards for New Construction for Residential Buildings, Chapter 6.
2. Per 10.4.1 of the Rules for Procedure, Staff recommends Approval of the project for meeting the Standards and that this item be heard as a Consent Agenda item, with permit-ready construction drawings submitted to Staff for final review.
3. If requested by a Commission member, or if an interested party has signed up to speak in opposition, then the HDC shall open the application for a full hearing.

**SPEAKERS [FOR | AGAINST]:**

No one accepted Chair Hawkins' invitation to speak either for or against this application.

**MOTION: APPROVE****1<sup>st</sup>: LINEBERGER 2<sup>nd</sup>: PARATI**

Ms. Lineberger moved to approve the motion as it is not incongruous with the district and meets the Standards for new construction in Chapter 6. She added that the applicant will provide permit-ready construction drawings to Staff for final review. Vice Chair Parati seconded the motion.

**VOTE: 9/0**

**AYES: BARTH, BELL, HAWKINS, LINEBERGER, PARATI, WALKER, WHEAT, WHITLOCK, WOJICK**

**NAYS: NONE**

**DECISION: APPLICATION FOR FENESTRATION CHANGES TO PREVIOUSLY APPROVED PROJECT - APPROVED.**

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**ABSENT | RECUSE | LEFT MEETING | RETURNED:**

ABSENT: GOODWIN

RETURNED: TAYLOR

**APPLICATION:**

**HDCRMI-2023-00589, 705 E TREMONT AV (PID: 12108602) – ADDITION**

**EXISTING CONDITIONS:**

The existing structure is a 1.5-story Dutch Colonial Revival building constructed c. 1920. Architectural features include a gambrel roof with two shed roof dormers, 4/1 double-hung wood windows, and a gabled bracketed hood over an off-center front entry. A one-story side porch has been converted to heated living space. The lot size measures approximately 50' x 150'. Adjacent structures are a mixture of 1, 1.5, and 2-story residential buildings. Previously approved projects include a rear covered porch (COA# HDCADMRM-2019-00578) and a new shed and rear yard fence (COA# HDCADMRM-2020-00082).

**PROPOSAL:**

The proposed project is a one-story addition to the right elevation behind an existing one-story sunroom. Materials and details of the addition are wood lap siding on the main body and wood shakes in the new gable end, wood trim (windows, fascia, corner boards, etc.), wood gable vent, and unpainted brick foundation to match existing on the house as shown on A4. New windows proposed to be double-hung wood windows in a 4/1 and 3/1 pattern with Simulated True Divided Lights (STDL) to match existing. The addition is wider than the original house, which requires Commission review.

**STAFF RECOMMENDATIONS:**

1. The project is not incongruous with the district and meets the Standards for New Construction for Residential Buildings, Chapter 6.
2. Per 10.4.1 of the Rules for Procedure, Staff recommends Approval of the project for meeting the Standards and that this item be heard as a Consent Agenda item, with permit-ready construction drawings submitted to Staff for final review.
  - a. Provide window and door specifications that meet HDC Standards to Staff for review and approval.
3. If requested by a Commission member, or if an interested party has signed up to speak in opposition, then the HDC shall open the application for a full hearing.

**SPEAKERS [FOR | AGAINST]:**

No one accepted Chair Hawkins' invitation to speak either for or against this application.

**MOTION: APPROVE WITH CONDITIONS**

**1<sup>st</sup>: TAYLOR      2<sup>nd</sup>: PARATI**

Mr. Taylor moved to approve the application as it is not incongruous with the Standards and asked that permit-ready plans are submitted to Staff.

Vice Chair Parati offered a friendly amendment that the applicants provide window and door specifications to Staff. She added that the application meets the Standards for the new construction of residential buildings outlined in Chapter 6.

Ms. Walker offered a second friendly amendment that the applicants provide a tree protection plan per Standard 8.5.

Vice Chair Parati seconded the motion.

**VOTE: 10/0**

**AYES: BARTH, BELL, HAWKINS, LINEBERGER, PARATI, TAYLOR, WALKER, WHEAT, WHITLOCK, WOJICK**

**NAYS: NONE**

**DECISION: APPLICATION FOR ADDITION – APPROVED WITH CONDITIONS.**

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**REMOVED FROM CONSENT AGENDA**

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**ABSENT | RECUSE | LEFT MEETING | RETURNED:**

ABSENT: GOODWIN

**APPLICATION:**

**HDCMI-2023-00832, 324 EAST BV (PID: 12105311) – AWNING ADDITION**

**EXISTING CONDITIONS:**

The existing building is a one-story commercial structure built c. 1950. The building is cinder block with a stucco exterior and has three store fronts. The existing yellow metal awnings are not original and were installed between June 2014 and July 2015. Lot size is approximately 100' x 140'. There is a 10' alley in the rear. Adjacent structures are a mixture of 1, 1.5, 2, and 2.5-story commercial buildings, some are former residential buildings converted to commercial uses.

**PROPOSAL:**

The project is the installation of a new decorative awning to cover a new outdoor patio space. The awning will be a wood pergola supported by wood columns. A new wood decorative screen will be installed on three sides of the pergola in a design inspired by Thai architecture. The roof of the pergola is a shallow shed roof that is proposed to be covered with corrugated plastic roofing sheet. The patio space will be created by installing wood planter boxes. A metal railing will connect the planter boxes to each other and the building. The patio roof supports, columns, beams, screens, fencing, and planter boxes are all completely reversible, see Sheet A-201.

**STAFF RECOMMENDATIONS:**

1. The project is not incongruous with the district and meets the Standards for Awnings, 4.17, and New Construction for Non-Residential Buildings, Chapter 7.
2. Per 10.4.1 of the Rules for Procedure, Staff recommends Approval of the project for meeting the Standards and that this item be heard as a Consent Agenda item, with permit-ready construction drawings submitted to Staff for final review.
  - a. The new metal railing should not be attached to the building.
  - b. The wood elements will either be painted or stained after an appropriate curing time.

- c. If the open pergola roof requires covering, a metal roof is a better choice than a corrugated plastic roofing sheet.
- 3. If requested by a Commission member, or if an interested party has signed up to speak in opposition, then the HDC shall open the application for a full hearing.

**SPEAKERS [FOR | AGAINST]:**

No one accepted Chair Hawkins’ invitation to speak either for or against this application.

**MOTION: CONTINUE**

**1<sup>st</sup>: PARATI      2<sup>nd</sup>: WOJICK**

Vice Chair Parati moved to continue the application to provide time to restudy the canopy and the materials per Standard 7.17. She felt comfortable having the applicant work with Staff on the material of the planters. She suggested the applicant consider a less primary elevation or position for the canopy placement during their restudy. Ms. Wojick seconded the motion.

Second Vice Chair Barth offered a friendly amendment adding Standard 7.17, numbers 1 and 6 to comment on the compatibility of the canopy with the existing historical building.

Vice Chair Parati added a friendly amendment that the applicant consider the Secretary of the Interior’s Standard 2.5 in their redesign of the canopy.

**VOTE: 10/0**

**AYES: BARTH, BELL, HAWKINS, LINEBERGER, PARATI, TAYLOR, WALKER, WHEAT, WHITLOCK, WOJICK**

**NAYS: NONE**

**DECISION: APPLICATION FOR AWNING ADDITION – CONTINUED.**

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**NOT HEARD AT THE SEPTEMBER 13 MEETING**

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**ABSENT | RECUSE | LEFT MEETING | RETURNED:**

ABSENT: GOODWIN

**APPLICATION:**

**HDCRMI-2022-00590, 1615 THE PLAZA (PID: 08118709) – WINDOW REPLACEMENT – AFTER THE FACT**

**EXISTING CONDITIONS:**

The existing structure is a 1.5-story house American Small House with Colonial Revival elements constructed in 1938. Architectural features include a side gable roof with pent eaves and a covered side porch on the right side. The front entrance has a gabled front stoop with a front door that has sidelights and a transom. The exterior siding is wood German lap siding with corner boards. There are two sets of paired original wood 6/1 double hung windows on the front elevation. The original 6/1 double hung wood windows on the left and right elevations were replaced with wood 6/1 double hung windows in 1993 (COA# 93 56 PM 8, approved June 15, 1993). The original foundation is unpainted brick. Lot size is approximately 64’ x 172’. Surrounding structures are 1, 1.5, and 2-story single family buildings.

**PROPOSAL:**

The property owner is proposing to replace 12 non-original double-hung windows with 6/1 double hung Champion 365 Comfort vinyl sash-kit windows. The windows will have custom-made wood muntins to match depth and profile of true

divided lights: 6 windows on the right elevation; 1 window on the rear elevation; and 5 windows on the left elevation. All the window openings are to remain the same in size and location. The original wood trim is to remain. The original windows located on the front elevation of the house are to remain.

The project is considered an After The Fact review, with the Commission reviewing the project on its merits according to the Design Standards as if work has not yet occurred.

**STAFF ANALYSIS:**

Staff has the following comments about the proposal:

1. The existing windows to be replaced are non-original replacement windows.
2. The installation of vinyl windows is incongruous with the Standards for Windows (4.14, numbers 13, 18, and 19).
3. The Commission will determine if the proposed project meets the Standards for Windows (4.12-4.14).

**SPEAKERS [FOR | AGAINST]:**

No one accepted Chair Hawkins' invitation to speak either for or against this application.

**MOTION: CONTINUE**

**1<sup>st</sup>: WOJICK      2<sup>nd</sup>: LINEBERGER**

Ms. Wojick moved to continue the application so that more information, including a sample of the window that was installed, could be provided to the Commission so they can explore whether the replacement window is congruous or not. She referenced Standard 4.14 for replacement windows. Ms. Lineberger seconded the motion.

Ms. Wojick offered a friendly amendment to her original motion to ask the homeowner to supply any documentation or pictures of what the original windows looked like before they were replaced.

**VOTE: 10/0**

**AYES: BARTH, BELL, HAWKINS, LINEBERGER, PARATI,  
TAYLOR, WALKER, WHEAT, WHITLOCK, WOJICK**

**NAYS: NONE**

**DECISION: APPLICATION FOR WINDOW REPLACEMENT – AFTER THE FACT – CONTINUED.**

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**ABSENT | RECUSE | LEFT MEETING | RETURNED:**

ABSENT: GOODWIN

**APPLICATION:**

**HDCRMAA-2023-00446, 1509 BELVEDERE AV (PID: 08119103) – ADDITION, WINDOWS/DOORS, SITE WORK, ROOF, & FENCE - AFTER THE FACT**

**EXISTING CONDITIONS:**

The existing structure is a one-story American Small House constructed in 1948, with two additions. When viewed from the street, there is an original cross-gable bump-out on the rear left-side of the house, and a later shed-roof addition on the rear right-side of the house. The original house has a side-gable roof. The foundation of the original house is previously painted brick. The original brick chimney is also previously painted.

The front entrance has an uncovered painted brick and concrete stoop with painted concrete stairs and wood handrail. The exterior siding is asbestos over original German wood lap siding. The existing windows are 1/1 vinyl replacements

with original wood trim. Lot size is irregular, measuring approximately 82 x 113' x 27' x 125'. Surrounding structures are 1, 1.5, and 2-story single-family buildings.

**PROPOSAL:**

The proposal is a partial demolition and rebuild of the right rear addition as well as changes to doors, windows, and siding.

1. Demolition of a major portion of the non-original right-side rear shed-roof addition. The original left-side rear cross-gable bump-out to remain.
2. Reconstruction of rear addition in the same location as the right-side rear addition but extend the addition by approximately 4'-0" into the rear yard. The foundation will be cement block. A new drainage system will be installed due to the grade of the back yard toward the house. The new gable roof will tie into the roof of the original house below the ridge with shingles and pitch to match the original house. Install new German lap wood siding on the new addition to match the original German lap wood siding on the original house with a wood corner board on the right elevation where the addition will meet the original house.
3. Windows
  - a. Left elevation:
    - i. Install new set of paired 1/1 vinyl double-hung windows in original window opening on the original house.
    - ii. Remove existing window opening in remaining existing addition.
    - iii. Install new 1/1 vinyl double-hung window in new window opening in new portion of addition.
  - b. Right elevation:
    - i. Install one new window opening in the original house.
    - ii. Install new 1/1 vinyl double-hung windows in new window opening in the original house and the existing window opening in the remaining addition.
  - c. Rear elevation:
    - i. Install new 1/1 vinyl double-hung window in the addition.
4. Replace original wood window trim with new wood window trim.
5. Other projects including mechanical equipment with screening, removal of asbestos siding, repair of original German lap wood siding on original house, repair of the original wood cornerboards on the original house, relocation of the existing door and window openings on the rear elevation of the original bump-out of the original house, replacement of non-original rear door, new fencing, new wood gazebo, new roof shingles can be Staff approved and do not require Commission review.

The project is considered an After-the-Fact review, with the Commission reviewing the project on its merits according to the Design Standards as if work has not yet occurred.

**STAFF ANALYSIS:**

Staff has the following comments about the proposal:

1. The new rear addition is not incongruous with the Standard for Addition (pages 6.24, #1 - #6 and #8) because it is located at the rear of the original house and does not visually overpower the existing building and the roof will tie into the original roof below the ridge.
2. Removing existing window opening on the left elevation in remaining existing addition is incongruous with the Standard for Windows (page 4.14, For Existing Windows #1, #5, and #6).
3. Installing a new window opening on a primary elevation (right elevation) in original house is incongruous with the Standard for Windows (page 4.14, For Existing Windows #6).
4. The replacement of non-original 1/1 vinyl double-hung windows with new 1/1 vinyl double-hung windows is incongruous with the Standard for Windows (page 4.14, #10, #18 and #19).
5. More documentation is needed to determine if rot and deterioration exists to warrant the replacement of the original wood window trim. Any new trim should match the original in design, material, dimension, and all details (Standard for Trim, page 4.11, #1 – #3).



- 6. Other projects including mechanical equipment with screening, removal of asbestos siding, repair of original German lap wood siding on original house, repair of the original wood cornerboards on the original house, relocation of the existing door and window openings on the rear elevation of the original bump-out of the original house, replacement of non-original rear door, new fencing, new wood gazebo, new roof shingles can be Staff approved and do not require Commission review.
- 7. Minor changes may approved by Staff.

**SPEAKERS [FOR | AGAINST]:**

No one accepted Chair Hawkins’ invitation to speak either for or against this application.

**MOTION: APPROVE WITH CONDITIONS**

**1<sup>st</sup>: WOJICK      2<sup>nd</sup>: PARATI**

Ms. Wojick moved to approve the application with conditions as it is compliant with Standards 6.20-6.24 for additions. She stated that the reuse and continuation of German lap siding meets the Standards for materials, but the use of CMU does not, asking that the applicant work with Staff to find a veneer solution that would meet the Standards. She said that the Commission encourages the use of vertical boards to separate the new siding from the original and that replacement window trim is only installed in locations where the trim cannot be repaired per Standard 4.11. Ms. Wojick also cited Standard 4.14, numbers 1, 5, 6, 18, and 19 for replacement windows, adding that vinyl is not permitted, and asking the applicant to provide final specifications to Staff. Other Standards cited by Ms. Wojick include 6.18, especially numbers 1 for foundations, 2 for siding, and 4 for trim, and Standards 8.6 and 8.7 for fencing. She asked that the applicant work with Staff to bring the fence design into compliance, on an approvable pergola proposal, and the replacement of a non-original rear door citing Standard 6.15, number 3. She also requested that the HVAC location and screening be included on a revised site plan per Standard 8.9, number 1.

Vice Chair Parati seconded the motion.

**VOTE: 10/0**

**AYES: BARTH, BELL, HAWKINS, LINEBERGER, PARATI, TAYLOR, WALKER, WHEAT, WHITLOCK, WOJICK**

**NAYS: NONE**

**DECISION: APPLICATION FOR ADDITION, WINDOWS/DOORS, SITE WORK, ROOF, & FENCE - AFTER THE FACT - APPROVED WITH CONDITIONS.**

**CONTINUED FROM THE SEPTEMBER 13 MEETING**

**ABSENT | RECUSE | LEFT MEETING | RETURNED:**

ABSENT: GOODWIN

RECUSED: TAYLOR

**APPLICATION:**

**HDCRMI-2023-00256, 2310 CHARLOTTE DR (PID: 12112402) – ADDITION & WINDOW CHANGES**

***This application was continued from the September 13, 2023 meeting for the following items:***

- 1. For the addition:*

- a. *Restudy the roof form at the front elevation to simplify the roof form and to improve massing per Roof Forms, 6.13*
- b. *Provide an example of a historic structure with these two coexisting new structures, per Additions, pages 6.20-6.24.*
- c. *Provide window and door specifications.*
- d. *Comply with Standard for Trim, 6.14, number 3.*

**EXISTING CONDITIONS:**

The existing structure is a 1.5-story Picturesque Revival building constructed c. 1925. Architectural features include a steeply pitched cross gable roof with a lower off-center gabled entry and hip roof dormer. The building is a side gable block with engaged partial width porch supported by brick piers and tapered columns with a projecting front gable section. The exterior material is wood lap siding with corner boards, wood trim, 4/4 and 6/6 windows, gable end louvered vents, and an unpainted brick chimney and foundation. A one-story side porch has been converted to heated living space. The second level addition over the enclosed side porch was approved by the HDC under COA# 2004.48.D.37. The lot size measures approximately 55' x 111'. Adjacent structures are a mixture of 1.5 and 2-story residential buildings.

**PROPOSAL:**

The proposed project is an addition above a formerly enclosed side porch and reconfiguring a previous addition on the right elevation. A metal shed roof supported by bracket will be installed over a side entry door on the front elevation. Fenestration changes on the rear and left elevations are also proposed. In the rear yard, a brick patio will be removed, and a new accessory structure will be constructed in the left rear corner and connected to a side entry on the left elevation of the main structure with a pergola.

On the right elevation a pair of windows on the first level will be relocated closer to the front corner of the building. New fenestration will be added on the first and second levels. Proposed materials are wood lap siding, wood corner boards, louvered eave details, and casement/double-hung Kolbe Ultra Series windows.

On the rear elevation a glass block window on the second level will be removed and replaced with a casement, 8-light window that has STDL exterior muntins. The window opening and trim will not change. A metal shed roof supported by brackets will be installed over an existing triple door.

On the left elevation a pair of windows will be removed, and a new set of French doors installed. A metal canopy shed roof supported by brackets will be added over the new doors.

The one-story accessory structure measures approximately 12'-0" in height, not including the chimney, and has a footprint of 16'-8" x 20'-4". With the exception of brick, materials are not noted. Post-construction rear yard permeability will be 81%.

*Revised Proposal – September 13, 2023*

- Front elevation of addition redesigned.
- Location of corner board changed on right elevation of addition.
- Accessory structure redesigned.

*Revised Proposal – October 11, 2023*

- Roof form at front elevation re-designed
- Dormer examples provided:
  - 711 Romany Road – The address of the building shown is 701 Romany Road.
  - 621 Berkeley Av – New, infill construction c. 2004.
  - 1910 Ewing – Dormers and front porch shed roofs are additions (COA# 2016-058)

**STAFF ANALYSIS:**

Staff has the following comments about the project:

1. Addition
  - a. Pork chop eaves should not be installed on any new roofs, including the shed canopy roofs on left and rear elevations.
  - b. Trim unchanged on right elevation and canopy roofs.
2. Window and Door specifications not provided.
3. Minor changes may be approved by Staff.

**SPEAKERS [FOR | AGAINST]:**

No one accepted Chair Hawkins’ invitation to speak either for or against this application.

**MOTION: APPROVE WITH CONDITIONS**

**1<sup>st</sup>: PARATI      2<sup>nd</sup>: LINEBERGER**

Vice Chair Parati moved to approve the application as it meets the Standards for new construction in Chapter 6. She asked the applicant to work with Staff on window and door specifications. Vice Chair Parati noted that the Commission had not addressed the pork chop eaves, per Standard 6.14 number 3, that were pre-existing, but were allowing them to remain on the rear elevation to keep some semblance of uniformity. Ms. Lineberger seconded the motion.

**VOTE: 9/0**

**AYES: BARTH, BELL, HAWKINS, LINEBERGER, PARATI, WALKER, WHEAT, WHITLOCK, WOJICK**

**NAYS: NONE**

**DECISION: APPLICATION FOR ADDITION & WINDOW CHANGES – APPROVED WITH CONDITIONS.**

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**ABSENT | RECUSE | LEFT MEETING | RETURNED:**

ABSENT: GOODWIN

RETURNED: TAYLOR

**APPLICATION:**

**HDCRMA-2023-00448, 421 N POPLAR ST (PID: 07802101) – EXTERIOR RENOVATIONS & SITE WORK**

***This application was continued from the September 13, 2023 meeting for the following items:***

1. *Per Standards for Porches 6.17, numbers 2, 3, and 7, for the one-story building, provide drawings and specifications for the front porch gable and rear trellis, the porch and the trellis flooring, the porch ceiling, the railings on both the porch and for the trellis, and also to include column and beam sections.*

**EXISTING CONDITIONS:**

The property is a complex of four (4) buildings, which were constructed in 1977. Three (3) of the buildings are three stories in height and the fourth building is one-story with a two-story central portion. Materials include vinyl windows, T-111 siding with brick accents, and wood trim. Adjacent structures are 1, 2, and 2.5-story residential buildings.

**PROPOSAL:**

The project is replacement siding on all buildings and two minor additions to the one-story building.

On the three-story buildings:

- New 4" smooth finish fiber cement lap siding will be installed under the windows.
- New 8" smooth finish fiber cement lap siding will be installed on the first two levels with vertical board and batten siding installed on the third level.
- The existing brick is to remain.
- The existing doors and windows are to remain.

On the one-story building:

- The siding materials will be the same as the three-story buildings, but in different proportions.
- The front entry to the one-story building will be extended as shown on HDC4.12 and HDC 4.14.
- A new trellis will be installed off the rear elevation as shown on HDC4.13 and HDC4.14.

*Revised Proposal – October 11, 2023*

- Revised front and rear elevations provided
- Building section for front elevation provided.
- Details of metal railing, wood trellis, gable, gable vent detail and roof transition provided.
- 3-D drawings provided

**STAFF ANALYSIS:**

Staff has the following comments about the proposal:

1. Minor changes may be approved by Staff.

**SPEAKERS [FOR | AGAINST]:**

No one accepted Chair Hawkins' invitation to speak either for or against this application.

**MOTION: APPROVE**

**1<sup>st</sup>: WHITLOCK 2<sup>nd</sup>: WOJICK**

Mr. Whitlock moved to approve the application based on Standards 6.17 for porches, numbers 2, 3, and 7, 6.18 for materials, and 6.20 through 6.24 for new construction. Ms. Wojick seconded the motion.

**VOTE: 10/0**

**AYES: BARTH, BELL, HAWKINS, LINEBERGER, PARATI,  
TAYLOR, WALKER, WHEAT, WHITLOCK, WOJICK**

**NAYS: NONE**

**DECISION: APPLICATION FOR EXTERIOR RENOVATIONS & SITE WORK - APPROVED.**

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The applicant for **HDCMA-2023-00283\_424-428 West Bv** has chosen to defer a hearing on the case until a later date.

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**NEW CASES**

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**ABSENT | RECUSE | LEFT MEETING | RETURNED:**

ABSENT: GOODWIN

RECUSED: BELL

**APPLICATION:**

**HDCMA-2023-00382, 1623 MADISON AV (PID: 07839707) – NEW CONSTRUCTION – RESIDENTIAL**

**EXISTING CONDITIONS:**

The property is currently a vacant lot. The previous structure was a one-story brick ranch with attached carport. The lot size is approximately 114' x 150'. Adjacent historic structures 1 and 1.5-story Ranch and Split-levels residential buildings.

**PROPOSAL:**

The proposal is the new construction of a single-family structure. The Ranch-style building has Colonial Revival elements. At its tallest point, proposed height is 27.5' from grade to ridge. The building is 89' in width. Setback to the front thermal wall is 28.0'. Setback to the front porch is 21.0'. Front stoop measures approximately 7' in depth x 39'-8" in width. Proposed materials are a brick exterior with fiber cement siding accents and fiber cement trim. Windows are 9/9 with Simulated True Divided Lights (STDL) muntins. HVAC location is not shown. The building has an integrated garage at the rear facing Creek Street. The proposed driveway measures approximately 26.2' in depth and 34.0' in width.

**STAFF ANALYSIS:**

Staff has the following comments about the proposal:

1. Mid-century architecture frequently includes attached carports and garages. On corner lots, these attached carports and garages often face secondary streets. Examples of this are found throughout McCrorey Heights, including 1624 Madison Avenue and 1645 Madison Avenue.
2. Building width appears to be similar to adjacent properties at 1633 Madison Avenue and 1624 Madison Avenue.
3. The setback exhibit on C1.1 should show the setbacks of the surrounding buildings and the location of the proposed building.
4. It would be helpful to see the proposed building on the Creek Street Streetscape Survey.
5. Windows/Doors
  - a. On paired windows the mullion trim should be slightly larger. See 1800 Madison Avenue, which also has Colonial Revival features, as an example.
  - b. Window and door specifications, including the garage doors, that meet HDC Standards may be submitted to Staff for review/approval.
6. Foundation
  - a. What is the foundation height?
7. Porches/Roofs
  - a. Does the porch section shown on G1.7 need the addition of a beam? See 1632 Patton Avenue as an example.
8. Materials/Details
  - a. What is the material of the front and rear porch floors? Concrete?
  - b. Siding and trim material is labeled as 'fiber cement'; more detailed product information and specifications are needed.
  - c. Brick/mortar sample is needed.
9. Site Plan/Features
  - a. Will a front walkway be installed?
  - b. Where will the HVAC be located and how will it be screened (if screening is needed based on location).
  - c. A tree Protection plan (before, during, after construction) is needed.
10. Minor changes may be approved by Staff.

**SPEAKERS [FOR | AGAINST]:**

No one accepted Chair Hawkins' invitation to speak either for or against this application.

**MOTION: CONTINUE**

**1<sup>ST</sup>: PARATI**      **2<sup>ND</sup>: BARTH**

Vice Chair Parati moved to continue the application to allow the applicant to restudy the following: the way the property sits within the context of the Madison Avenue streetscape per Standards 6.1-6.4, setbacks per 6.5, numbers 1, 2, 3, and 4; massing and complexity of form per 6.8, numbers 1, 2, 5, and 6; height and width per 6.9, numbers 1, 2, and 3; and scale per 6.10, numbers 1 and 4. She spoke to the importance of utilizing the Zoutewelle streetscape surveys to assess context, height, width, rhythm, continuity, and scale. Vice Chair Parati recommended reviewing the Secretary of Interior's Standards in section 2.5.

Ms. Lineberger offered a friendly amendment to include the preamble for Chapter 6 and rethink the proposal of a three-car garage.

Second Vice Chair Barth seconded the motion.

**VOTE: 9/0**

**AYES: BARTH, HAWKINS, LINEBERGER, PARATI, TAYLOR, WALKER, WHEAT, WHITLOCK, WOJICK**

**NAYS: NONE**

**DECISION: APPLICATION FOR NEW CONSTRUCTION – RESIDENTIAL – CONTINUED.**

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**ABSENT | RECUSE | LEFT MEETING | RETURNED:**

ABSENT: GOODWIN

RETURNED: BELL

**APPLICATION:**

**HDCMA-2023-00663, 1823 CLEVELAND AV (PID: 12105301) – RELOCATION & ADDITION**

**EXISTING CONDITIONS:**

The site includes the former Dilworth Methodist Church South (1829 Cleveland Av) and vacant lot currently used for parking. The former church building was constructed c. 1915. Architectural features include a hip roof and domed belvedere, round arched bays with fanlights, and rectangular transoms over the front bays. The front elevation has a classical portico with a pedimented fanlight gable on massive Doric columns. The exterior is unpainted brick with cast stone accents. The existing building measures approximately 34.4' in height from grade to ridge, and 50.4' in height to the highest point. The lot size is approximately 150' x 150'. Adjacent structures are a mix of 1 and 2 story residential and commercial structures.

**PROPOSAL:**

The proposed project in multiple parts: 1.) the relocation of the c. 1903 Leeper-Wyatt store building from South Boulevard to the project site with the setback to match 1829 Cleveland, 2.) rear addition, 3.) rooftop addition, and 4.) installation of new lighting.

The only changes proposed to the historic building is the addition of lighting on all elevations. Lighting details are shown on Sheet HDC-4.

The Leeper-Wyatt store building is proposed to be demolished under approved “1923 South Blvd Mixed Use” project (LDUTOD-2022-00010). It is a locally designated Historic Landmark and the relocation and proposed additions to the building will also require review by the Charlotte-Mecklenburg Historic Landmark Commission.

*Rear addition for egress stairs:*

- Measures approximately 39’-5” in height.
- The footprint measures approximately 23’-6” x 11’-2”.
- Windows will match existing on the original building.
- A new service entry door will be installed on the left elevation.
- Proposed materials are brick and mortar to match existing.

*Rooftop addition:*

- The central portion of the rooftop addition begins approximately 7’-8” from the rear of the parapet with the main portion of the addition beginning at 22’-6” from the rear of the parapet.
- The addition will bring the total building height to approximately 42’-5 ½”.
- Proposed materials are a metal and glass structure with standing seam metal roof.
- A metal handrail will be installed behind the parapet.

**Note:** This project is specifically being considered due to the relocation of the Leeper-Wyatt store building to preserve a designated Historic Landmark. The moving of the building, the construction of a rear addition and rooftop addition are all being considered together to support the relocation of the Leeper-Wyatt Store building. If the project is approved and the Leeper-Wyatt Store is not moved to this site, then no portion of the project may proceed and a new application for new construction will be required.

**STAFF ANALYSIS:**

Staff has the following comments about the proposal:

1. The proposed building with the rooftop addition will bring the total building height to approximately 42’-5 ½”. This is shorter than the new construction recently approved at 1913 Cleveland Avenue, which measures approximately 45’-4” in height at the front elevation on Cleveland Avenue.
2. Rear addition
  - a. New brick and mortar should be of a color and dimension similar to the existing and remain unpainted according to the Design Standards, Masonry 5.5 – 5.6 and Paint 5.8.
3. Site work:
  - a. Will the either, or both, of the original concrete steps and sidewalls be retained?
  - b. Will the rolled curb be retained and restored where needed?
  - c. Confirm there will be a planting strip between new paving and the building foundation.
  - d. Details needed about the property equipment enclosure, which may be Staff approved.
4. Minor changes may be approved by Staff.

**SPEAKERS [FOR | AGAINST]:**

No one accepted Chair Hawkins’ invitation to speak either for or against this application.

**MOTION: CONTINUE**

**1<sup>ST</sup>: BARTH      2<sup>ND</sup>: WHITLOCK**

Second Vice Chair Barth moved to continue the application based on the following Standards: 7.7 for massing and complexity of form, 7.8 for height and width, 7.10 for directional expression, 7.12 for roof form and materials, 7.16 for materials. He requested that the applicant restudy the massing as it relates to the surrounding context and produce perspective renderings or massing models, including three-quarter-view elevations, to help the Commissioners and public understand how the building sits in its general context. He also asked that the applicants reference the Secretary of Interior’s Standards, numbers 9 and 10, and to look for examples of similar projects in a broader range of historical

districts, reaching out to the NC SHPO if needed. Second Vice Chair Barth also directed the applicant to revisit the roof form on the stairwell addition so that it relates back to the historic structure, citing Standard 7.12.

Ms. Wojick offered a friendly amendment requesting the applicants to restudy the addition's impact on the historic corner of the original building, citing Standard 7.17 for additions.

Mr. Whitlock seconded the motion.

**VOTE: 10/0**

**AYES: BARTH, BELL, HAWKINS, LINEBERGER, PARATI, TAYLOR, WALKER, WHEAT, WHITLOCK, WOJICK**

**NAYS: NONE**

**DECISION: APPLICATION FOR RELOCATION & ADDITION - CONTINUED.**

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**ABSENT | RECUSE | LEFT MEETING | RETURNED:**

ABSENT: GOODWIN

RECUSED & LEFT MEETING: TAYLOR

**APPLICATION:**

**HDCRMI-2023-00431, 1147 LINGANORE PL (PID: 12310407) – ADDITION & FENESTRATION CHANGES**

**EXISTING CONDITIONS:**

The existing building is a 1.5-story Cottage with Colonial Revival elements constructed c. 1950. The building has an L-shaped plan with the front door facing the left property line. The building has an attached street-facing garage. The front gable roofs on the main house and garage have pent eaves and triangular vents. Windows are 6/9 and 8/8 on the front elevation, 8/8 in the rear gable, and 6/6 everywhere else. The windows on the front and left elevations have operable shutters. The front door has a transom above and decorative trim surround. The exterior is painted brick. The lot size is approximately 75' x 180' x 85' x 168'. Adjacent structures are 1.5, 2, and 2.5-story residential buildings.

**PROPOSAL:**

The project is being proposed in two parts a fenestration changes and a new addition.

**Part I: Fenestration Changes**

- Front Elevation. Replacing the existing garage door with a new garage door. The top portion of the door will be windows in a 6-light configuration to match the windows on the house and the bottom 2/3 will be a wood panel.
- Rear Elevation. A former door opening on the rear elevation was previously changed to a window with the bottom portion infilled with siding; this opening will be restored to a be operable doors. Since this is a true restoration and on the rear of the house, this portion of the project is Staff approvable.

**Part II: Addition**

- Removing three existing dormers on the left elevation (later additions), and replacing with a new, expanded second level addition. A one-story, non-original sunroom addition will also be removed. The addition will also expand the footprint to the rear. A new brick patio will also be added. Proposed materials include 7" exposure wood lap siding with wood corner boards and brick foundation. Windows proposed as Kolbe Ultra Series double-hung, casement, and fixed casement with Simulated True Divided Lights (STDL) in a 6/6 and 6-light pattern to match existing. Post-construction the rear yard will be approximately 95.6% permeable.

**STAFF ANALYSIS:**



Staff has the following comments about the proposal:

1. Garage door changes
  - a. Provide materials, details, and specifications for the new proposed garage door. Street-facing garage doors are required to be wood.
2. Addition
  - a. Right elevation.
    - i. The new second level is partially co-planer with the first level.
    - ii. On the 2/12 shed dormer, confirm its possible to install asphalt shingle roofing.
  - b. Window trim detail needed.
  - c. Provide specifications that meet HDC requirements for the new doors.
  - d. What is the distance between the new addition and the tree in the rear yard.
  - e. Is the brick patio sand-set?
3. Minor changes may be approved by Staff.

**SPEAKERS [FOR | AGAINST]:**

No one accepted Chair Hawkins' invitation to speak either for or against this application.

**MOTION 1: APPROVE WITH CONDITIONS**

**1<sup>ST</sup>: PARATI**

**2<sup>ND</sup>: TAYLOR**

Vice Chair Parati moved to approve the portions of the application relating to fenestration changes and the rear elevation citing Standard 6.15 for doors and windows, specifying that the garage door materials are to be compliant with the Standards and can be approved by Staff. Mr. Taylor seconded the motion.

**VOTE 1: 9/0**

**AYES: BARTH, BELL, HAWKINS, LINEBERGER, PARATI, TAYLOR, WHEAT, WHITLOCK, WOJICK**

**NAYS: NONE**

**DECISION 1: APPLICATION FOR FENESTRATION CHANGES – APPROVED WITH CONDITIONS.**

**MOTION 2: CONTINUE**

**1<sup>ST</sup>: BARTH**

**2<sup>ND</sup>: LINEBERGER**

Second Vice Chair Barth moved to continue the portion of the application relating to the second story-addition to give the applicant time to restudy and simplify the roof form per Standards 6.13 and 6.20, numbers 1 and 6. He asked that a tree protection plan be provided for the two trees in the rear of the lot per Standard 8.5. Ms. Lineberger seconded the motion.

**VOTE 2: 9/0**

**AYES: BARTH, BELL, HAWKINS, LINEBERGER, PARATI, TAYLOR, WHEAT, WHITLOCK, WOJICK**

**NAYS: NONE**

**DECISION 2: APPLICATION FOR ADDITION - CONTINUED.**

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Due to time constraints the following cases will be heard at the November 8th, 2023 meeting:

HDCRMI-2023-00583, 604 S Summit Av  
HDCRMI-2023-00588, 417 Heathcliff St  
HDCRMI-2023-00612, 1314 Lafayette Av

With no further business to discuss, Chair Hawkins adjourned the meeting at 7:05 pm.