



## Meeting Minutes for August 10, 2021

The Burlington Historic Preservation Commission met virtually via ZOOM on Tuesday, August 10<sup>th</sup>, at 7:00 p.m.

**Members Present:**

James Euliss  
Kristina Meinking  
Brian Pennington  
Lori Bryan  
Wendy Geiss  
Josh Adkins

**Members Absent:**

Russ Vandermass-Peeler

**Guests:**

N/A

**Staff Present:**

Jamie Lawson, Principal Planner  
Conrad Olmedo, Planning Manager

### I. Call Meeting to Order

Chair Mr. James Euliss called the meeting to order at 7:00pm.

### II. Approval of Previous Minutes

Chair Mr. Mr. Jim Euliss made a motion to approve the July 13<sup>th</sup>, 2021 minutes.  
Ms. Kristina Meinking seconded the motion.

Approved Unanimously.

### III. Applications for Major Certificates of Appropriateness

**ITEM 1:** HD-21-31: A request by the Mr. and Mrs. Patrick Robinson for window replacement at 1004 West Davis Street, PID 125546. The property is located in the Medium Density Residential (MDR) and in the Local Historic Overlay (LHO) Zone District.

Commission Member Ms. Lori Bryan arrived.

Ms. Jamie Lawson discussed the request for window replacement, staff recommends approval.

Mr. Patrick Robinson provided testimony that there are several windows that have failed after years of poor upkeep. The replacement will be identical to current windows, but it will allow for the storm windows to be removed. They will be made with modern insulated cut glass so it will improve power efficiency.

Ms. Robinson explained that the windows are facing Edgewood St., there is a lot of dry wrought from damage from the roof that was just recently repaired. There is also some water damage to the sills. The storm window no longer fit in the frame and they will be replaced with a fixed window.

Ms. Kristina Meinking inquired if the material would be wood.

Mr. Patrick Robinson testified that they are made with 40% composite wood.

Principal Planner Ms. Jamie Lawson explained that the windows will be painted to match the trim. There were no public comments from calls or emails.

Commission asked for more evidence of this window type.

Ms. Robinson testified that 1016 Davis went through a renovation and the approved windows are similar in style and type.

Mr. Robinson explained that the contractor will create an insert that will fit the current window.

**FINDINGS OF FACT:**

- C1-1. Original architectural details should be retained if structurally feasible. Original exterior features such as cornices, brackets, railings, shutters, siding, window architrave's, and doorway pediments are an essential part of a building's character and should not be removed.
- C8-1. Original window and door elements such as sash, glass, sills, frames, casings, hardware, weather- stripping, lintels, architrave's, and shutters should be repaired and retained rather than replaced.
- C8-2. When the repair of a window or door is not feasible, the replacement should match as closely as possible with the original window or door in material, scale, character, and appearance. New windows or doors should have matching sash, glass, sills, frames, casings, and muntin patterns. New sash should be made of wood, not metal. Existing window casings and trim should be retained.
- C8-3. The pattern, arrangements, and dimensions of doors and windows on the principal elevations should be retained, unless restoring the appearance of the structure to its original design. On other facades, where not easily visible from the street, new openings should be proportionately the same as existing openings with matching elements. Window and door openings should not be enlarged or reduced to fit stock windows or doors.
- C8-4. Windows or doors with snap-in muntins should be avoided. They do not look real, do not cast a shadow like real muntins, and do not match the character of historic windows.

Ms. Lori Bryan made a motion to approve the findings of fact.

Mr. Josh Adkins seconded the motion.

The findings of fact were approved unanimously.

### **Application Approval:**

Ms. Lori Bryan made a motion to approve the request.

Mr. Josh Adkins seconded the motion.

The application was approved unanimously.

**ITEM 2:** HD-21-36: A request by Ms. Blunk and Mr. Norris for roof repair and chimney removal at 2416 Glencoe Street, PID 140612. The property is located in the Medium Density Residential (MDR) and in the Local Historic Overlay (LHO) Zone District.

Principal Planner Ms. Jamie Lawson discussed that this request is for roof repair and chimney approval, and that staff recommends approval.

Ms. Rachael Blunk provided testimony that the roof in question was cold sealed several times and it just needs to be replaced, but it would be replaced entirely so it matches from the front to the back. The hanging flew is only supported by 10 x 10s in the attic and has caused sagging in the ceiling and water intrusion. It is also against city building code due to its dangerous nature. It was always hanging but there would have been a steal pipe connected to it.

No public comment.

### **Findings of fact:**

- C5-1. Original roof forms, pitches, rafter details, molding, trim, and soffit boards should be retained.
- C5-2. Historic roofing materials, such as clay tiles, slate, standing seam metal, wood shingles or embossed metal shingles, should be preserved if feasible.
- C5-3. Raising or lowering the roof pitch, or removing original features, such as dormers, turrets, balustrades, bargeboards, quarter round, cornices, brackets, weathervanes, or lightning rods are not allowed.
- C5-4. Features such as dormers or balustrades may be added if they are appropriate for the style of the building.
- C5-5. Deteriorated roof covering should be replaced with new materials that are compatible with the old in composition, size, and texture after reestablishing the structural stability of the roof. Replacement roofs should be dark in color. White or very light shingles are not acceptable.
- C4-1. The design of original chimney masonry should be preserved. Brick corbelling, clay chimney pots, or other original features should be repaired rather than removed.
- C4-2. Original chimneys visible from the public right-of-way should be repaired or rebuilt rather than removed or shortened when they become deteriorated.
- C4-3. Special care should be taken to ensure that repairs blend in color, composition, and texture.
- C4-4. Parging (covering with cement) is not an acceptable alternative to repointing deteriorated chimney masonry.

- C4-5. Chimneys or furnace stacks added after the original construction may be removed if the appearance of the structure will otherwise remain unchanged.

Mr. Josh Adkins made a motion to approve the findings of fact.

Ms. Kristina Meinking seconded the motion.

Approved unanimously.

**Application Approval:**

Ms. Kristina Meinking made a motion to approve the request.

Vice Chair Mr. Brian Pennington seconded the motion.

The application was approved unanimously.

**ITEM 3:** HD-21-37: A request by Mr. and Mrs. Read for installation of lattice at 2435 Glencoe Street, PID 141476. The property is located in the Neighborhood Business (NB) and in the Local Historic Overlay (LHO) Zone District.

Principal Planner Ms. Jamie Lawson explained that this request is only for adding lattice, and the request for the shed has been removed, and staff recommends approval.

Mr. Miller Read provided testimony, on the application and stated it will not be visible from the road. It will be yellow pine to be stained a dark green color in order to match the home across the street.

Principal Planner Ms. Jamie Lawson explained that there is precedent for lattice work in the historic district. There has been no public comment on the item. The findings of fact of the shed are not applicable because the portion of the application for the shed was removed.

**Findings of Fact:**

- C2-5. Openings between brick piers may be filled in with matching masonry materials or lattice. The infill should be slightly recessed.
- C11-13. Decks should be incorporated into the facade of the house by screening under them with an architectural feature such as lattice, or with evergreen vegetation screening.

Ms. Lori Bryan made a motion to remove the findings of fact referencing the shed and approve the findings of fact referencing lattices.

Ms. Wendy Geiss seconded the motion.

Approved unanimously

**Application Approval:**

Ms. Kristina Meinking made a motion to approve the request.

Mr. Josh Adkins seconded the motion.

The application was approved unanimously.

**ITEM 4:** HD-21-38: A request by ATO Investment Properties LLC for corbels, a fence and staining brick at 511 West Davis Street, PID 126662. The property is located in the Conditional Residential 965 (CR 965) and in the Local Historic Overlay (LHO) Zone District.

Principal Planner Ms. Jamie Lawson explained that the application is to install corbels at the roof eave, decorative fencing at the height of 3, 4, and 6 feet, and white washing the brick on the building. Staff is recommending approval of the application.

Ms. Catherine Heartfelt, agent for the applicant, provided testimony that the corbels were not on the building originally, but the corbels are common from the time period. The building is made with two different kinds of brick and the owner would like to stain the brick to it matches. The applicant would like to put the lower 3ft fence in the front for aesthetic purposes and the higher 6 ft fence to the rear to create privacy for the neighbors.

Principal Planner Ms. Jamie Lawson explained painting original brick or removing paint from brick has not been recommended. There is no precedent.

Ms. Kristina Meinking stated sandblasting brick is against the standards because it compromises the brick.

Chair Mr. Jim Euliss suggested speaking to the state to make sure the commission is making the correct decision.

Principal Planner Ms. Jamie Lawson agreed that getting information would be helpful and the brick staining could be held off until there is a response from the state.

Vice Chair Mr. Brian Pennington explained that the state's input would be very valuable on such an important building.

The commission and the applicant had discussion about the different heights of the fencing, and which would be the most appropriate in concerns to the guidelines. The commission also asked for an expansion on the conditional guidelines.

Principal Planner Ms. Jamie Lawson recommended that the item be continued to the next HPC date for staff to research the conditions of any prior approvals.

Vice Chair Mr. Brian Pennington made a motion to continue this item to the September 14, 2021 to allow staff and the commission time to gather more information and research.

Ms. Kristina Meinking seconded the motion.

Motion to continue Approved Unanimously.

#### **IV. New Business**

##### **CLG update status**

Staff has no updates on the CLG status.

#### **V. Other Business**

##### **a. Aurora Cotton Mills- Pickett Hosiery landmark designation update**

The landmark designation went through the Planning and Zoning Commission and City Council and it is officially a landmark.

##### **b. Design Review Manual update**

Updated Design Standards were updated and placed on the website. Staff created a QR code so that if scanned it would link directly to the new standards webpage.

##### **c. Minor Certificates of Appropriateness update**

724 West Front St., 410 West Front St., and 910 West Front St. were approved for a minor COA.

##### **d. CLG Training Log**

Commission can complete training and receive credit for it.

##### **e. NC SOG training opportunities**

Updates were provided the Commission regarding this item.

##### **f. ASU status update**

Updates were provided the Commission regarding this item.

g. Site visits for LHD amendment properties – staff will be organizing a site visit in September for properties seeking to be removed from the LHD.

#### **VII. Adjournment**

**\*END OF MEETING\***