



# HISTORIC PRESERVATION COMMISSION

## APPROVED MINUTES

May 5, 2023, 9:00 a.m.  
Committee Room, 2<sup>nd</sup> Floor, City Hall  
101 City Hall Plaza, Durham, NC

### I. Call to Order

Chair Goolsby called the meeting to order at 9:00 a.m.

### II. Roll Call

#### Members Present:

Andrew Goolsby, Chair  
Alva Horton, Vice Chair  
Matt Bouchard  
Deborah Greene  
April Johnson  
Michael Vampran

#### Excused Members Absent:

Faye Calhoun

#### Staff Present:

Scott Whiteman, Planning Manager  
Karla Rosenberg, Senior Planner  
Chezney UpChurch, Clerk  
Joanne Gordon, Clerk  
Aarin Miles, City Attorney's Office

### III. Adjustments to the Agenda – Karla Rosenberg added one item.

a) Karla Rosenberg added Retreat Discussion under New Business.

### IV. Approval of Summary Minutes

#### March 7, 2023

**MOTION:** Approve the Minutes from March 7, 2023 (Bouchard/Goolsby 2<sup>nd</sup>).

**ACTION:** Motion carried, 6–0

#### April 4, 2023

**MOTION:** Approve the Minutes from April 4, 2023 (Horton/Vampran 2<sup>nd</sup>).

**ACTION:** Motion carried, 6–0

### V. Swearing-In of Witnesses

Chair Goolsby read the opening HPC statement and asked if there were any early dismissals required by Commission members or Commission members who might have a conflict of interest with the cases presented today. No conflicts of interest were noted, no members requested early dismissals.

The Clerk to the Board administered the oath to all Citizens and staff who wished to speak at today's meeting.

## **VI. Certificates of Appropriateness**

After the oath was given, Chair Goolsby asked if any commission members need to recuse themselves because they have conflict that will impact their ability to decide in the case. No members requested recuse. Karla Rosenberg introduced staff reports and materials submitted at the meeting be made part of the permanent record with any additions, deletions, and or corrections that may be necessary.

### **a) Case COA2300015 – 1209 Vickers Avenue – New Construction of Accessory Structure**

**Staff Report:** Karla Rosenberg presented the case.

**Speakers:** Paul Crozier and Emilee Billeaud spoke in support. No one spoke in opposition.

**Discussion:** Paul Crozier gave a brief overview of the proposed new construction of accessory structure at 1209 Vickers Avenue.

**Staff Recommendation:** Staff recommended approval of application.

**MOTION:** Commissioner Johnson made a motion that the Durham Historic Preservation Commission finds that, in the case COA2300015, 1209 Vickers Avenue – New Construction of Accessory Structure:

- The applicant is proposing to construct an accessory structure on a noncontributing property.
- The one-story accessory structure will measure 17 feet 11 inches in height and 733 square feet in footprint.
- It will be constructed on a concrete slab foundation, with vertical board and batten-style siding and wood composite trim; fiberglass-clad, simulated divided-light (triple-grid) windows; fiberglass doors; and architectural asphalt shingles.
- Three skylights will be located on the west-facing roof slope, and three black metal pendant lights will be suspended from the west-facing porch.
- A mini split unit will be located on the east side of the new structure within the five-foot setback.

Therefore, the conclusion of law is that the proposed addition and alterations are consistent with the historic character and qualities of the Historic District and are consistent with the Historic Properties Local Review Criteria, specifically those listed in the staff report, and the Durham Historic Preservation Commission approves the Certificate of Appropriateness for case COA2300015, 1209 Vickers Avenue – New Construction of Accessory Structure, with the following conditions:

1. The improvements shall be substantially consistent with the plans and testimony presented to the Commission at this Commission hearing and attached to this COA;
2. The improvements may require additional approvals from other City or County departments or state or local agencies; the applicant is responsible for obtaining all required approvals relating to building construction, site work, and work in the right-of-way; and

3. Approval of this accessory structure does not constitute approval of its use as an accessory dwelling unit, which is subject to compliance with UDO Section 5.4.2.
4. A compliance inspection shall be performed immediately upon completion of the work approved herein.

**ACTION:** Approved 6–0 (Johnson, Bouchard 2<sup>nd</sup>)

**b) Case COA2300019 – 104 City Hall Plaza – Addition and Modifications**

**Staff Report:** Karla Rosenberg presented the case.

**Speakers:** Jesse Reichmeider and Mike Bishop spoke in support. No one spoke in opposition.

**Discussion:** Jesse Reichmeider gave a brief overview of the proposed addition 104 City Hall Plaza – Addition and Modifications

**Staff Recommendation:** Staff recommended approval of the application.

**MOTION:** Commissioner Goolsby made a motion that the Durham Historic Preservation Commission finds that, in the case COA2300019, 104 City Hall Plaza – Addition and Modifications:

- The applicant is proposing a second rooftop addition and modifications to a contributing downtown structure.
- The addition will measure 455 square feet and be located at the rear of an existing rooftop addition.
- The addition will be clad with off-white stucco and dark metal trim and will have storefront-type fenestration and a flat membrane roof to match the existing addition.
- A patio of brick pavers will be located immediately behind the new addition, surrounded by a painted iron railing (to match the existing railing) set back nearly two inches from the rear roof parapet and partially covered by the addition’s roof.
- A spiral egress stair will be located at the upper level of the rear elevation, surrounded by a Corten steel stair cage that will attach to an existing concrete patio and be supported at ground level (requiring no attachment to the original brick masonry).
- Terra cotta coping will be removed from 40 linear feet of the rear brick parapet (no change to brick itself), and a 12-foot wall clad with horizontal architectural siding will be installed above it.
- A mini split system will be located adjacent to existing rooftop equipment, out of view from the street.
- Lighting will consist of four recessed can lights within the porch roof soffit.

Therefore, the conclusion of law is that the proposed addition and alterations are consistent with the historic character and qualities of the Historic District and are consistent with the Historic Properties Local Review Criteria, specifically those listed in the staff report, and the Durham Historic Preservation Commission approves the Certificate of Appropriateness for case COA2300019, 104 City Hall Plaza – Addition, with the following conditions:

1. The improvements shall be substantially consistent with the plans and testimony presented to the Commission at this Commission hearing and attached to this COA;
2. The improvements may require additional approvals from other City or County departments or state or local agencies; the applicant is responsible for obtaining all required approvals relating to building construction, site work, and work in the right-of-way; and
3. A compliance inspection shall be performed immediately upon completion of the work approved herein.
4. The Terra Cotta parapet cap that will be removed will be voluntarily stored and if the project is removed in the future, will be reinstated.

**ACTION:** Approved 6–0 (Goolsby, Horton 2<sup>nd</sup>)

**VII. Old Business**

- a) Newsletter – Commissioner Bouchard advised copy of write up on renovation for 1704 Fayetteville St has been submitted to Karla Rosenberg. Commissioners decided on twofold postcard with highlight story, COA items and updated fees. If consensus is reached on style and information included, Commissioner Vampran will assist with the layout and design for the newsletter.

**VIII. New Business**

- a) Vice Chair Horton gave a brief “Historic Moment” presentation regarding Pine State Flowers.
- b) Minor COA reports will be emailed to commission members following today’s meeting.
- c) Karla Rosenberg proposed holding a Commission Retreat in May; Commissioners selected the date of May 25 from 9–11 a.m.

**IX. Adjournment**

The meeting adjourned at 10:03 a.m.

Respectfully Submitted,

Chezney UpChurch, Clerk  
Historic Preservation Commission