



# HISTORIC PRESERVATION COMMISSION

## DRAFT MINUTES

May 3, 2022, 9:00 a.m.  
Virtual Meeting

### I. Call to Order

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

### II. Roll Call

#### Members Present:

Matt Bouchard, Chair  
Faye Calhoun  
Tad DeBerry  
April Johnson  
Laura Fieselman  
Andrew Goolsby, Vice Chair  
Katie Hamilton

#### Excused Members Absent:

#### Staff Present:

Grace Smith, Planning Assistant Director  
Karla Rosenberg, Senior Planner  
Amanda Holmes, Clerk  
Crista Cuccaro, City Attorney's Office  
Chris Peterson, Technology Liaison

- ### III. Adjustments to the Agenda –
- Chair Bouchard noted that, as stated at the April 5, 2022 HPC meeting, the June 2022 HPC meeting date would be shifted. He stated that the matter would be revisited under old business under item a.

Under new business, Karla Rosenberg stated that the fall newsletter should be revisited and that City Attorney Crista Cuccaro had news to share.

Chair Bouchard stated that the fall newsletter would be added under item b of new business and Crista Cuccaro's news would be added under item c of new business.

### IV. Approval of Summary Minutes for April 5, 2022.

**MOTION:** Approve the Minutes from April 5, 2022 with the caveat that the date on the minutes be corrected to reflect April 5, 2022 instead of April 5, 2021 (Fieselman, DeBerry 2<sup>nd</sup>).

**ACTION:** Motion carried, 7–0

## V. Swearing-In of Witnesses

Chair Bouchard 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. Commissioner Fieselman stated that she would need to leave at 12:00 p.m. Commissioner DeBerry stated that he would need to leave at 11:45 a.m.

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, Ms. Rosenberg asked that all 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. All Commission members concurred.

### a. Case COA2200012 – 320 East Chapel Hill Street – Site Work

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

**Speakers:** Shannon Healy and one other spoke in support. No one spoke in opposition.

**Discussion:** Shannon Healy gave a brief overview of the proposed project of 400 West Main Street – New Construction.

**Staff Recommendation:** Staff recommended approval of the application with the condition that brick that has been damaged is repaired when the tables are remounted and with the heaters mounted in the least visible fashion.

**MOTION:** The Durham Historic Preservation Commission finds that, in the case COA2200012, 320 East Chapel Hill Street – Site Work:

- The applicant is proposing wall-mounted furnishings and utilities on two contributing structures and within a historic right-of-way.
- A bi-fold gate of yellow pine has been mounted to the east wall of the alley, and twelve fold-down dining tables of yellow pine have been mounted to the west wall.
- Six natural gas heaters will be mounted to the west wall connected to each other and to an energy source across the alley via two conduits.

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 COA2200012, 320 East Chapel Hill Street – Site Work, 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. This approval is contingent on the applicant's obtaining an Outdoor Seating Permit for the work described herein.
5. Relocated tables shall be mounted into mortar joints.
6. Repair of brick where tables were previously located is subject to staff approval.
7. Heaters shall be mounted within infill brick panels and shall be mounted such that heater is hung at a minimum distance approved by staff to minimize impact to historic structures.
8. Historic heaters and support shall be black in color and mounted in a manner to minimize visual impact of the alley.

(Hamilton, DeBerry 2<sup>nd</sup>)

**ACTION:** Approved 5–2 (Bouchard and Goolsby voting no)

**b. Case COA2200014 – 841 Onslow Street – New Construction of Accessory Structure**

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

**Speakers:** Julie Cohoon and one other spoke in support. No one spoke in opposition.

**Discussion:** Julie Cohoon gave a brief overview of the proposed project of 841 Onslow Street – New Construction of Accessory Structure.

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

**MOTION:** The Durham Historic Preservation Commission finds that, in the case COA2200014, 841 Onslow Street – New Construction of Accessory Structure:

- The applicant is proposing a new accessory structure on a corner lot containing a contributing primary structure.
- The accessory structure will measure 24 feet 8 inches by 21 feet in area, with an average roof height of 20 feet (i.e one-and-a-half stories), and will be constructed with a painted brick foundation; German-profile wood lap siding; four-light, aluminum-clad wood casement windows; and a modern standing seam metal roof.
- An insulated steel garage door will face the alley, and a fiberglass one-light over two-panel entry door will face the side street.
- A portion of an existing fence will be relocated, and its gate moved adjacent to the new accessory structure.
- A 24-inch driveway apron will span the width of the garage door and lead directly into the alley.

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 COA2200014, 841 Onslow Street – 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. A compliance inspection shall be performed immediately upon completion of the work approved herein.

(Fieselman, Bouchard 2<sup>nd</sup>)

**ACTION:** Approved 7–0

**c. Case COA2200016 – 306 East Main Street – Addition**

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

**Speakers:** Michael Hinderliter and two others spoke in support. No one spoke in opposition.

**Discussion:** Michael Hinderliter gave a brief overview of the proposed project of 306 East Main Street – Addition.

**Staff Recommendation:** Staff recommended approval of the application with the condition of staff approval of the cladding for the material in the swimming pool area as well as a proposal to City staff for the reuse of materials removed from the parapet wall.

**MOTION:** The Durham Historic Preservation Commission finds that, in the case COA2200016, 306 East Main Street – Addition:

- The applicant is proposing a rooftop addition and pool deck to a contributing structure.
- The addition will measure approximately 1600 square feet and will be set back 54 feet from Main Street and 20 feet from Roxboro Street; it will be clad with alternating light and dark gray prefinished metal panels.
- A pool deck will be located directly above and inset from the existing stair tower, and clad with a material approved by City staff.
- A 42-inch guardrail of glass and steel will frame the pool deck and a modest rear-facing terrace, which will be covered by a black aluminum pergola and a roof overhang, respectively. Four HVAC units measuring six feet square and three feet six inches tall will be installed in front of the addition, at the center of the main roof.

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 COA2200016, 306 East Main Street – 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. Cladding for the pool deck shall be approved by City staff.
5. The applicant shall submit a proposal to City staff for the reuse of materials removed from the parapet wall for staff approval, such that the bricks could be used to rebuild the parapet in the future.

(Bouchard, Hamilton 2<sup>nd</sup>)

**ACTION:** Approved 4–3 (DeBerry, Goolsby, and Calhoun voting no)

**d. Case COA2200017 – 2518 Englewood Avenue – New Construction of Accessory Structure**

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

**Speakers:** JB Culpepper and Joe Berini spoke in support. No one spoke in opposition.

**Discussion:** JB Culpepper gave a brief overview of the proposed project of 2518 Englewood Avenue – Addition.

**Staff Recommendation:** Staff recommended approval of the application with the condition that the windows' proportions be changed to match those of the six-over-six windows on the primary structure.

**MOTION:** The Durham Historic Preservation Commission finds that, in the case COA2200017, 2518 Englewood Avenue – New Construction of Accessory Structure:

- The applicant is proposing a new accessory structure on the lot of a noncontributing structure.
- The accessory structure will be constructed with a brick foundation; cementitious fiberboard siding; solid polyvinyl chloride (PVC) trim; cellular PVC six-over-six, double-hung windows; and an asphalt shingle roof.
- A three- to five-foot concrete wall will be extended along the east property line and parged in its entirety.
- Four mature trees will be removed and replaced with two new trees of the following varieties: crape myrtle, flowering dogwood, redbud, or American holly.
- A 30-inch tall painted wood picket fence will screen the accessory structure's HVAC unit from view.

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 COA2200017, 2518 Englewood 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. A compliance inspection shall be performed immediately upon completion of the work approved herein.
4. The window proportions for the new accessory structure shall match those of six-over-six windows of the primary structure.

(Bouchard, Johnson 2<sup>nd</sup>)

**ACTION:** Approved 5–0 (DeBerry and Fieselman dismissed early)

- e. **Case COA2200019 – 905 West Main Street – Modifications (Amendment)**

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

**Speakers:** Welch Liles and four others spoke in support. No one spoke in opposition.

**Discussion:** Welch Liles gave a brief overview of the proposed project of 905 West Main Street – Modifications (Amendment).

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

**MOTION:** The Durham Historic Preservation Commission finds that, in the case COA2200019, 905 West Main Street – Modifications (Amendment):

- The applicant is proposing modifications to a landmark property.
- The applicant has lowered the threshold of four original door openings from their original loading dock height by removing eight rows of brick from the base of each opening.
- Steel sills have been removed, and jamb guards extended to the new doorway height.
- Bricks salvaged from the door expansions will be reused in an interior art installation.

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 COA2200019, 905 West Main Street – Modifications (Amendment), 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.

(Hamilton, Johnson 2<sup>nd</sup>)

**ACTION:** Approved 5–0 (DeBerry and Fieselman dismissed early)

**VII. Old Business –**

a) **MOTION:** Shift June HPC meeting date to June 14, 2022

**ACTION:** Approved 5–0 (DeBerry and Fieselman dismissed early)

**VIII. New Business**

a. Clerk Holmes will provide the Minor COA report after the meeting

b. Fall newsletter:

Karla Rosenberg – if anyone is interested in volunteering to assist with the newsletter, i.e layout, text copy, etc. notify Karla Rosenberg. The fall newsletter will be out in September.

c. Crista Cuccaro will be leaving the City of Durham and going to the UNC School of Government as a faculty member.

**IX. Adjournment**

The meeting adjourned at 11:56 a.m.

Respectfully Submitted,

Amanda Holmes, Clerk  
Historic Preservation Commission