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HISTORIC DISTRICT COMMISSION  
May 14, 2025 | Room 267

MINUTES

MEMBERS PRESENT: Nichelle Hawkins (Chair)  
Kim Parati (Vice Chair)  
Shauna Bell  
Sarah Curme  
Cameron Holtz  
Christa Lineberger  
Sean Sullivan  
Scott Whitlock

MEMBERS ABSENT: Chris Barth  
Brett Taylor  
Heather Wojick  
Vacant, Resident-Owner Hermitage Court  
Vacant, Resident-Owner Oaklawn Park  
Vacant, Resident-Owner Wilmore

OTHERS PRESENT: Kristi Harpst, HDC Staff  
Candice Leite, HDC Staff  
Jen Baehr, HDC Staff  
Marilyn Drath, HDC Staff  
JT Faucette, HDC Staff  
Elizabeth Lamy, HDC Staff  
Erin Chantry, Design & Preservation Division Manager  
Jill Sanchez-Myers, Senior Assistant City Attorney  
Candy Thomas, Court Reporter

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With a quorum present, Chair Hawkins called the May meeting of the Historic District Commission (Commission) meeting to order at 1:13 p.m. 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. In accordance with N.C.G.S. § 160D-947(e), subsections (4) and (5), and UDO Article 14.1.M.1, an appeal of quasi-judicial decisions may be made to the Mecklenburg County Superior Court as provided in N.C.G.S. § 160D-1402 within the time specified in N.C.G.S. § 160D-1405(d).

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Ms. Holtz moved to recommend Ann Stanley for the Hermitage Court Resident-Owner seat on the Commission. Mr. Sullivan seconded the motion, and it passed 7/0.

Vice Chair Parati moved to recommend Andrew McLellan for the Wesley Heights Resident-Owner seat on the Commission. Ms. Holtz seconded the motion, and it passed 7/0.

Mr. Sullivan moved to recommend the Johnston Building be added to the National Register. Ms. Lineberger seconded the motion, and it passed 7/0.

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

##### **CONSENT**

HDCRMI-2025-00181, 320 E Park Av	Dilworth
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##### **NOT HEARD AT THE APRIL 9, 2025 MEETING**

HDCRMA-2025-00003, 2000 Dilworth Rd W	Dilworth
HDCRMA-2025-00105, 2225 The Plaza	Plaza Midwood
HDCRMIA-2024-00214, 916 E Park Av	Dilworth
HDCRMIA-2024-00673, 415 E Kingston Av	Dilworth

##### **CONTINUED FROM THE DECEMBER 11, 2024 MEETING**

HDCRMI-2024-00782, 1824 S Mint St	Wilmore
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##### **CONTINUED FROM THE MARCH 12, 2025 MEETING**

HDCRMI-2025-00099, 716 E Park Av	Dilworth
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##### **CONTINUED FROM THE APRIL 9, 2025 MEETING**

HDCRMA-2025-00005, 1607 Dilworth Rd W	Dilworth
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##### **NEW CASES**

HDCRMA-2025-00106, 528 E Kingston Av	Dilworth
HDCRMA-2025-00107, 404 W Park Av	Wilmore
HDCRMI-2025-00108, 2003 Dilworth Rd E	Dilworth

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## CONSENT

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

ABSENT: BARTH, CURME, TAYLOR, WOJICK

### **APPLICATION:**

**HDCRMI-2025-00181, 320 E PARK AV (PID: 12307611) – FRONT STEPS & BALCONY**

### **EXISTING CONDITIONS:**

The existing building is 2.5-story Colonial Revival constructed c. 1897. Architectural features include a symmetrical façade a pair of gabled dormers, decorative dentil mold cornice, a side gable roof with pent eaves and Palladian style windows/vents in the gable ends, and a hip roof wraparound porch supported by slender Doric columns. A portion of the porch has been infilled on the left side. The second level has an engaged front porch. Exterior materials include wood lap siding with corner boards, painted brick foundation, unpainted brick chimneys, 1/1 windows, and a slate roof. The lot size is approximately 125' x 140'. Adjacent structures are 1.5, 2, 2.5, and 3-story residential buildings.

### **PROPOSAL:**

The proposal is in four parts:

1. New front stoop and steps.
  - a. The existing front steps are proposed to be removed. A new front stoop and steps are proposed. Historic photographs are provided; however, details of the original front stoop and steps are not clear, so full Commission review is required.
  - b. The proposed front stoop is approximately 11'-6" wide and 5'-0" deep.
  - c. The proposed steps on each side of the stoop are curved. At its base the steps are 7'-0" wide and narrow to 5'-0" at the top of the landing. See sheet HDC-09.
  - d. At the base of both sets of steps, new brick landings are proposed to connect to the existing curved walkway in the front yard. See sheet HDC-4.
  - e. The designer scaled the historic photographs to find the original railing height. The railing is proposed to be 29¾" tall with a booster rail added to the top to meet building code.
  - f. The proposed materials include a brick landing in a herringbone pattern, brick steps, and a brick foundation. All new brick is unpainted.
  - g. The railing materials are not provided.
2. Second floor balcony railing addition.
  - a. The new balcony railing is proposed to match the existing balcony railing.
  - b. The new balcony railing materials are not provided.
  - c. The existing railings on the left and right sides of the front balcony will remain.
  - d. No other changes to the balcony are proposed.
3. Front porch floor replacement.
  - a. The existing front porch floor is proposed to be replaced with new 2.25" wide wood boards that run perpendicular to the front door.
4. Replacement of the front porch skirting.
  - a. The existing front porch skirting is proposed to be replaced with new wood square lattice to match the original as shown in the historic photographs provided in the presentation

### **STAFF RECOMMENDATIONS:**

Staff has the following comments about the proposal:

1. The project is not incongruous with the district and meets the Secretary of the Interior's Standards for Rehabilitation, 2.5, and the City of Charlotte Design Standards for Rehabilitation of Building Elements, Porches 4.8; New Construction for Residential Buildings, Porches 6.17; and Private Sites, Landscaping and Lawns 8.4.
2. Per 10.4.1 of the Rules for Procedure, Staff recommends Approval of the project for meeting all Standards and that this item be heard as a Consent Agenda item, with permit-ready construction drawings submitted to staff for final review, with the following conditions:
  - a. Only repair of the front porch floor is authorized with wood tongue and groove to match existing. Full replacement of the porch floor will need to return to the Commission for review with documentation of the conditions of the porch floor.
  - b. All components of the new railings on the front stoop, steps, and balcony will be wood.
  - c. Provide brick and mortar sample to Staff for probable approval.
  - d. All new masonry will be unpainted.
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.

**MOTION: APPROVE WITH CONDITIONS**

**1<sup>st</sup>: BELL**

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

Ms. Bell moved to approve the application as it is not incongruous with the special character of the district and meets and the Secretary of the Interior's Standards for Rehabilitation, page 2.5. She cited the Standards for porches, 4.8, new construction of residential buildings, 6.17, and private sites, landscaping and lawns, 8.4. She added the following conditions: the applicant must submit permit-ready drawings to Staff for final review; that the front porch be repaired with wood tongue and groove to match the existing and that only damaged parts are replaced; that all components of the new railings, front stoop, steps, and balcony are wood; that the applicant provide brick and mortar samples to Staff; and that all new masonry remain unpainted.

Ms. Lineberger seconded the motion.

**VOTE: 7/0**

**AYES: BELL, HAWKINS, HOLTZ, LINEBERGER,  
PARATI, SULLIVAN, WHITLOCK**

**NAYS: NONE**

**DECISION: APPLICATION FOR FRONT STEPS & BALCONY – APPROVED WITH CONDITIONS.**

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**NOT HEARD AT THE APRIL 9, 2025 MEETING**

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

ABSENT: BARTH, CURME, TAYLOR, WOJICK

**APPLICATION:**

**HDCRMA-2025-00003, 2000 DILWORTH RD W (PID: 12111822) – NEW CONSTRUCTION – RESIDENTIAL, PRINCIPAL, & ACCESSORY BUILDINGS**

**EXISTING CONDITIONS:**

The existing structure is two-story Colonial Revival constructed c. 1925. Architectural features include a symmetrical façade with a pedimented central entry supported by tapered fluted columns, side gable slate roof with pent eaves and

wide trim band, a one-story flat roof wing, and unpainted brick exterior. The front entrance is flanked by side lights and windows are 6/1 double-hung wood with soldier course headers and stone sills. A small, flat roof one-story addition shelters a rear entry. The lot size is approximately 71.5' x 186.4' x 70.3' x 174.6'. Adjacent buildings are 2 and 2.5-story residential structures. The structure is listed as Contributing to the Dilworth National Register Historic District. On June 14, 2023, the Commission voted to approve demolition of the principal building and accessory building with a 365-day stay under application #HDCRDEMO-2023-00216.

### **PROPOSAL:**

The proposed project is the new construction of a residential building and an accessory structure.

1. **Principal Building:**

- a. At the tallest point, height is 31'-3" as measured from grade to ridge.
- b. Proposed width is 52'-11".
- c. The structure is setback 56'-6" from the front property line on the short end.
- d. Exterior material is primarily proposed to be stucco with cast stone door surround and wood window trim. The stucco foundation will be delineated by a water table detail.
- e. Dormers and some accent walls are proposed to be flush, stacked horizontal wood siding with butt-joined corners, also known as shiplap.
- f. Roof material is proposed to be traditional slate.
- g. Front stoop is proposed to be brick.
- h. Gothic arched front door is proposed to be wood.
- i. Windows proposed to be fixed and casement; material details are not provided.

2. **Accessory Building:**

- a. At the tallest point, height is 22'-5 1/2" as measured from grade to ridge.
- b. Proposed width is not provided.
- c. Setbacks are not provided.
- d. Exterior material is proposed to be flush, stacked horizontal wood siding with butt-joined corners, also known as shiplap.
- e. The foundation will be stucco to match the principal building; foundation height is not provided.
- f. Roof material is proposed to be Spanish slate.
- g. The single garage door is proposed to be wood carriage-style.
- h. Windows proposed to be fixed and casement; material details are not provided

### **STAFF ANALYSIS:**

Staff has the following comments about the proposal:

1. The Commission will determine if the application is complete.
2. Secretary of the Interior's Standards numbers 9 and 10 are applicable.
3. Main House
  - a. Context, Massing, and Complexity of Form
    - i. The building is 0'-2" taller and is approximately 12'-3" wider than the existing main structure.
    - ii. A majority of the structures on the same street of the proposed structure are simple Colonial Revival structures, as seen on Applicant's Exhibit 5.
    - iii. A majority of the surrounding structures are either taller or wider but not both taller and wider.
  - b. Height and Width, and Scale
    - i. Proposed height, as measured from grade to ridge, is 31'-3" at the front elevation.
    - ii. Height of tallest historic building on same the block is 33'-9", 2022 Dilworth Rd W.
    - iii. Proposed width of new building is approximately 52'-11".
    - iv. The proposed building is located on the even block of Dilworth Road West, between Ideal Way and Magnolia Avenue. As proposed, it will be the widest building on this block.
    - v. Within the context of the proposed building, the widest historic building is 1932 Dilworth Road, which measures approximately 65'-0" wide. The 65'-0" width is not under the primary ridge but includes a one-story side porch and a two-story side porch.

- vi. Applicant's Exhibit 15 provides the width of all houses between Ideal Way and East Worthington Avenue. Widths range from 40'-0" to 65'-0" and include side porches.
- c. Setback
  - i. Applicant's Exhibit 07 and the site plan 1-of-4 appears to show a mixture of setback information.
  - ii. Proposed setback to front thermal wall on the left side is 56'-6".
  - iii. Proposed setback to front thermal wall on the right side is not provided.
  - iv. Setbacks to the front thermal wall of surrounding structures are not provided.
- d. Foundation
  - i. Foundation/water table height is inconsistent across the whole structure. The foundation wall gets higher as the grade falls away.
- e. Doors and Windows:
  - i. Window trim is too narrow in fields of siding.
  - ii. Add mullion trim for all ganged windows on main house and accessory structure.
- f. Lighting:
  - i. Lighting appears oversized for the building architecture and the Dilworth historic district.
- g. Materials:
  - i. Flush, stacked horizontal siding with butt-joined corners, also known as shiplap, is incongruous with HDC Standard 6.18, number 3.
  - ii. Wood or Hardie Artisan Smooth lap siding with a 0'-6" reveal is typical on new construction.
- 4. Accessory Building:
  - a. Window trim is too narrow in fields of siding.
  - b. Paired windows in dormers appear to be factory mullied. True mullion trim is needed.
  - c. Flush, stacked horizontal siding with butt-joined corners, also known as shiplap, is incongruous with HDC Standard 6.18, number 3.
  - d. Wood or Hardie Artisan Smooth lap siding with a 0'-6" reveal is typical on new construction.
  - e. The distance between the accessory structure and the furthest projecting rear thermal wall is 20'-6".
- 5. Site plan.
  - a. Trees to be removed and/or saved on Exhibit 35.
  - b. Tree protection plan is located on Exhibit 2 of 4.
  - c. Front walkway and driveway information is located on Exhibit 1 of 4.

**SPEAKERS [FOR | AGAINST]:**

No one accepted Chair Hawkins' invitation to speak.

**MOTION: CONTINUE**

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

Ms. Lineberger moved to continue the application. She requested that the applicant do the following: restudy the design to align with the immediate 360-degree view context; provide site plan with all of the setback details and making the setback details, including the right-side front to the thermal wall, consistent; provide the setback to the thermal wall of the adjacent house; simplify the massing and complexity of form noting that the design should not be taller, wider, and deeper than the surrounding structures; that the width be no more than ten percent greater than the average width of historic buildings within the 360-degree view; provide consistent foundation and water table height details throughout the structure. She cited the following Standards: for context, 6.1 through 6.4, including the preamble for 6.2; for setbacks, 6.5, number 1; for massing and complexity of form, 6.8, numbers 1 and 2; for height and width, 6.9, numbers 1 and 3; for foundations, 6.12.

Ms. Parati added the friendly amendment that the preamble for 6.9 be cited because it specifies height and width as well as 6.10, for scale. Finally, she suggested that the Secretary of the Interior's Standards be cited, specifically 9 and 10. Ms. Lineberger accepted the amendment. Ms. Lineberger also specified that the Commission has not reviewed the accessory structure or any of the other details.

Ms. Parati seconded the motion.

**VOTE:** 7/0

**AYES:** BELL, HAWKINS, HOLTZ, LINEBERGER,  
PARATI, SULLIVAN, WHITLOCK

**NAYS:** NONE

**DECISION:** APPLICATION FOR NEW CONSTRUCTION – RESIDENTIAL, PRINCIPAL, & ACCESSORY BUILDINGS –  
CONTINUED.

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

ABSENT: BARTH, TAYLOR, WOJICK

ARRIVED: CURME

**APPLICATION:**

**HDCRMA-2025-00105, 2225 THE PLAZA (PID: 08119147) – NEW CONSTRUCTION – RESIDENTIAL, PRINCIPAL & ACCESSORY BUILDINGS**

**EXISTING CONDITIONS:**

The existing structure is a 1.5-story Craftsman bungalow constructed c. 1930. Architectural features include a symmetrical façade with central front door flanked by paired windows, a front gable dormer with triple vent detail, and a nearly full width, partially engaged front porch with a shed roof supported by square brick columns and a curved beam. Other details include exposed rafters, brackets, an unpainted brick foundation, and an exterior unpainted brick chimney on the right elevation. There is a small bump-out behind the chimney. The lot measures approximately 66' x 200'. Adjacent buildings are 1 and 1.5-story residential structures. This property is at the edge of the Plaza Midwood district and is also adjacent to commercial structures located outside the district boundaries.

The Commission approved Demolition of the structures with a 365-day stay on December 11, 2024, under application HDCRDEMO-2024-00678.

**PROPOSAL:**

The proposal is the new construction of a new single-family residential building and a new detached accessory building in the rear yard.

**Principle Building**

1. Height as measured from grade to ridge is 26'-6" at the front elevation. The lot slopes up to the rear property line. At the rear elevation, height as measured from grade to ridge is 24'-10 ¾".
2. Setback to front porch is 23'-6 ½".
3. Setback to front thermal wall is 29'-0 ¾"
4. Right side yard setback is 11'- 5 ¼".
5. Left side yard setback is not provided.
6. Proposed footprint measures approximately 40' wide x 66' deep, inclusive of the 8'-8" partial width front porch.
7. Proposed materials include brick foundation and chimney, 8" lap siding with corner boards, shake siding in the side gables, wood porch railing, and a wood screen porch on the rear.
8. Details and materials of other architectural elements not noted.
9. The Oak tree in the middle of the rear yard will be removed; a Certified Arborist letter is attached.

**Accessory Building**

1. Height as measured from grade to ridge is 20'-10 ½", which is 6" lower than the main ridge of the principal structure.
2. Proposed footprint measures approximately 27'-8" deep x 29' wide.

3. Proposed materials include: 6" lap siding with 5" wood corner boards.
4. Siding material specifications not provided.
5. Details and materials of other architectural elements not noted.

**STAFF ANALYSIS:**

Staff has the following comments about the proposal:

1. The Commission will determine if the application is complete.
2. Main House:
  - a. Height, width, setback:
    - i. The building is taller and wider than any other building on the block.
    - ii. The setback is closer to the street than any other building on the block, both front porch and front thermal wall.
  - b. Height:
    - i. Proposed height, as measured from grade to ridge, is 26'-6" at the front elevation.
    - ii. Height of tallest historic building on the block is 25'-6" (2201 The Plaza).
  - c. Width:
    - i. Proposed width of new building foundation is approximately 40'.
    - ii. Applicant's exhibit A-3.3 provides the width of all houses on the same side of the block. Widths range from 29'-6 ¾" to 38'-7 ¼".
    - iii. The house shown as measuring 38'-7 ¼" is rectangular in form with a height of only 20.9'; additionally, the 38'-7 ¼" width measurement provided is including a 1-story open side porch.
    - iv. The 2225 The Plaza building as shown on the width exhibit is the existing historic building – not the proposed new construction.
  - d. Front Porch Setback:
    - i. Proposed setback to front porch is 23'-6 ½".
    - ii. Applicant's exhibits A-3.2 shows setbacks to front porches on the same side of the block, which range from 31.87' to 34.01'.
  - e. Front Thermal Wall Setback:
    - i. Proposed setback to front thermal wall is 29'-0 ¾".
    - ii. Applicants exhibit A-3.3 appears to show a mixture of setbacks to front porch and front thermal wall on the same side of the block. The setbacks provided range from 30.75' to 38.41'.
3. Spacing:
  - a. Provide a spacing exhibit that shows existing spacing of the buildings on this block.
4. Site Plan - Missing Required Elements.
  - a. Left side yard setback needed.
5. Detail and Material Information Needed:
  - a. Siding and trim specifications.
  - b. Window and door specifications.
  - c. Window and door trim detail.
  - d. Eave detail.
  - e. Column/beam detail.
  - f. Brick/mortar sample.
  - g. Cap material of columns and stair sidewalls.
  - h. Front porch material.
  - i. Gutters/downspouts - locations, details, and materials (if planning to install).
  - j. Fence design and height information needed.
  - k. Dimensions of driveway.
6. Accessory Building:
  - a. Massing – two-story walls.
  - b. Windows
    - i. Rear elevation window trim relationship to roof trim.



- ii. Second level window proportions – too short and wide.
- iii. Right elevation window proportions – too short and wide.
- c. A taller foundation is needed.
- d. Material details needed (doors, foundation, siding, etc.).

**SPEAKERS [FOR | AGAINST]:**

No one accepted Chair Hawkins' invitation to speak.

**MOTION: CONTINUE**

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

Ms. Parati moved to continue the application for a restudy of how the house fits within the 360-degree context as well as a restudy of both the massing and setbacks, noting that the setbacks should be in keeping with the historic homes along the site. She cited the following Standards: for context, 6.2, 6.3, and 6.4; for setbacks, 6.5; for spacing, 6.6; for massing, 6.8; for height and width, 6.9; and the Secretary of the Interior's Standards 2.5, numbers 9 and 10. Ms. Parati added that the Commission was not addressing any other items beyond those mentioned since they will be impacted by the restudy of those items.

Ms. Holtz seconded the motion.

**VOTE: 8/0**

**AYES: BELL, CURME, HAWKINS, HOLTZ, LINEBERGER, PARATI, SULLIVAN, WHITLOCK**

**NAYS: NONE**

**DECISION: APPLICATION FOR NEW CONSTRUCTION – RESIDENTIAL, PRINCIPAL & ACCESSORY BUILDINGS – CONTINUED.**

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

ABSENT: BARTH, TAYLOR, WOJICK

**APPLICATION:**

**HDCRMIA-2024-00214, 916 E PARK AV (PID: 12311319) – DRIVEWAY & WALKWAY CHANGES – AFTER THE FACT**

**EXISTING CONDITIONS:**

The existing structure is a 1.5-story brick English Cottage built c. 1939. Architectural features include a large prominent front chimney with a projecting gable double-arched front porch to the left and a gable dormer with German lap wood siding to the right. Exterior materials include 6/1 wood windows, a 3-lite Cottage wood front door, a 15-lite door to the left that opens out onto the front porch, and a second-floor dormer addition with wood lap siding. The lot size is approximately 49' by 168'. Adjacent historic structures are 1.5, 2, and 2.5-story single-family buildings.

**PROPOSAL:**

The proposed project consists of three parts.

1. Front porch step replacement and expansion. The existing red brick front porch steps will be changed to neutral-colored/tan stone steps. The proposed stone steps will also increase in width and take up the entire span of the arched opening in front of the main entry door.
2. Concrete steps/cheek wall replacement. The concrete steps and cheek walls leading from the primary walkway in the front yard to the public sidewalk will be replaced. The material of the steps will change from concrete to the same neutral-colored stone used for the new front porch steps. The cheek walls will change to stone and have a diagonal stone cap.
3. Front walkway replacement. The original walkway from the front porch to the steps to the public sidewalk is concrete. The secondary, non-historic brick walkway is not as wide as the primary walkway and connects the

primary walkway to the driveway. Both walkways will be replaced with a curvilinear concrete paver walkway that is all the same width.

A simple black metal handrail will be added atop of each cheek wall for the steps leading down to the public sidewalk which may be reviewed and approved by Staff.

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

#### **STAFF ANALYSIS:**

Staff has the following comments about the proposal:

1. The applicant provided the following list of addresses from the neighborhood with stone steps and/or curvilinear walkways. Staff researched HDC files for each address. Application information is included below.
  - a. 1660 Dilworth Rd W. Stone steps, retaining wall, and curvilinear sidewalk – installed after August 2022, no approval on file.
  - b. 1641 Dilworth Rd W. Stone steps, retaining wall, and sidewalk – COA# 2008.42.D.25.SA issued May 8, 2008, under former Design Standards.
  - c. 817 Romany Rd. Stone steps, retaining wall, and sidewalk – has been in place since at least March 2008, central gable entryway on the front elevation of the house is also stone. No approval on file.
  - d. 1633 Dilworth Rd W. New construction c. 2000. COA# 99.99.D.76 issued September 20, 1999, under former Design Standards.
  - e. 709 East Kingston Av. Stone steps and curvilinear bluestone walkway – has been in place since at least September 2007. Front porch column bases are also stone, and front porch floor is also bluestone. No approval on file.
  - f. 627 East Kingston Av. Stone steps and curvilinear concrete walkway – COA# 2001.29.D.24 issued May 7, 2001, under former Design Standards.
  - g. 1024 Isleworth Av. New stone retaining wall along public sidewalk (no changes to the steps or walkway) – COA# HDCRMI-2022-00753 issued November 1, 2022. Project was approved by HDC on September 14, 2022.
  - h. 1020 Isleworth Av. Stone steps leading to public sidewalk – appear to be historic feature of the property.
2. The Commission needs to make three (3) decisions about this project:
  - a. Decision 1: The material change and width increase of the front porch steps.
  - b. Decision 2: Changing the form and materials of the primary and secondary walkways.
  - c. Decision 3: The material change of the steps leading from the primary walkway to the public sidewalk.
3. For Decision 1: The material change and width increase of the front porch steps.
  - a. Recommended Motion: Denial.  
The material change and width increase of the steps for the front porch is incongruous with Design Standards for Porches 4.8, number 2; Masonry 5.5, numbers 2 and 4; and the Secretary of the Interior's Standards, numbers 2, 3, 5, and 6.
  - b. Recommended Facts:
    - i. The existing house is brick.
    - ii. Stone is not used in any other location on the building.
    - iii. The existing brick front porch steps are not high style and are simple in form.
    - iv. Increasing the width of the steps and changing the material to stone would elevate the style of the steps and not match the character or traditional materials of the historic house.
4. For Decision 2: Changing the form and materials of the primary and secondary walkways.
  - a. Recommended Motion: Denial.  
The form and material change of the primary and secondary walkway is incongruous with Design Standards for Sidewalks and Parking, 8.2, numbers 1, 2, and 7; Masonry, 5.5, numbers 2 and 4; Private Sites, 8.1; Landscaping and Lawns, 8.2, number 10; and Secretary of the Interior Standards, numbers 2, 3, 4, and 6.

b. Recommended Facts:

- i. Dimensions of the existing walkways and the proposed new walkway have not been provided.
- ii. In Dilworth, primary walkways are wider than secondary walkways.
- iii. The existing original, primary walkway is wider than the secondary walkway.
- iv. The proposed new walkway is one interconnected curvilinear shape that is uniform in width in its entirety.
- v. The material of the proposed walkway is organically shaped concrete pavers which do not relate back to the design and character of the historic house, unlike the original primary concrete walkway and brick secondary walkway.

5. For Decision 3: Review the material change of the steps leading from the primary walkway to the public sidewalk:

a. Recommended Motion: Denial.

The material change of the steps leading to the public sidewalk is incongruous with Design Standards for Private Sites, 8.1; Sidewalks and Parking, 8.2, number 7; and the Secretary of the Interior Standards, numbers 2, 3, 4, and 6.

b. Recommended Facts:

- i. The original steps leading down to the public sidewalk are concrete.
- ii. The material of the proposed new steps down to the public sidewalk is stone, and the traditional material for steps leading down to the right of way in the Dilworth neighborhood is typically concrete or brick.

**SPEAKERS [FOR | AGAINST]:**

No one accepted Chair Hawkins' invitation to speak.

**MOTION 1: DENY**

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

Ms. Holtz moved to deny the application for the material change and the widening of the front porch steps. She specified that the denial was a result of the house being brick and the original steps being simple in design. She explained that the new material and design render the stairs incongruous with the original property and Design Standards. She cited the following Standards: for porches, 4.8, number 2; for masonry, 5.5, numbers 2 and 4; and the Secretary of the Interior's Standards, numbers 2, 3, 5, and 6. Ms. Holtz added that the denial was based on there not being stone on any other location on the building, and that increasing the width and changing the material would elevate the style in a manner that does not match the original character or materials of the historic house.

Ms. Lineberger seconded the motion.

**VOTE 1: 8/0**

**AYES: BELL, CURME, HAWKINS, HOLTZ, LINEBERGER, PARATI, SULLIVAN, WHITLOCK**

**NAYS: NONE**

**DECISION 1: APPLICATION FOR FRONT PORCH STEPS MATERIAL REPLACEMENT & EXPANSION – DENIED.**

**MOTION 2: DENY**

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

Ms. Holtz moved to deny the application for the change of material and form of the primary and secondary walkways because the change is incongruous with the Design Standards. The details she provided to support the decision can be found in the Staff analysis portion of the Staff Memo, facts 1 through 5. She cited the following Standards: for sidewalks and parking, 8.2, numbers 1, 2, and 7; for masonry, 5.5, numbers 2 and 4; for private site, 8.1; for landscaping and lawns, 8.2, number 10; and the Secretary of the Interior's Standards, numbers, 2, 3, 4, and 6.

Ms. Lineberger seconded the motion.

**VOTE 2: 8/0**

**AYES:** BELL, CURME, HAWKINS, HOLTZ, LINEBERGER,  
PARATI, SULLIVAN, WHITLOCK

**NAYS:** NONE

**DECISION 2: APPLICATION FOR WALKWAY MATERIAL CHANGES – DENIED.**

**MOTION 3: DENY**

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

Ms. Holtz moved to deny the application for the change of material of the steps leading from the primary walkway to the sidewalk because it is incongruous with the Design Standards for private sites. She explained that the traditional material for steps to the sidewalk in Dilworth is concrete or brick, not stone, and that the original material for this property is concrete. She cited the following Standards: for private sites, 8.1; for sidewalks and parking, 8.2, number 7; and the Secretary of the Interior's Standards, numbers 2, 3, 4, and 6.

Ms. Lineberger seconded the motion.

**VOTE 3: 8/0**

**AYES:** BELL, CURME, HAWKINS, HOLTZ, LINEBERGER,  
PARATI, SULLIVAN, WHITLOCK

**NAYS:** NONE

**DECISION 3: APPLICATION FOR STEPS MATERIAL CHANGES – DENIED.**

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*Case HDCRMIA-2024-00673 for 415 E Kingston Av was deferred by the applicant.*

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**CONTINUED AT THE DECEMBER 11, 2024 MEETING**

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

ABSENT: BARTH, TAYLOR, WOJICK

**APPLICATION:**

**HDCRMI-2024-00782, 1824 S MINT ST (PID: 11907312) – ADDITION**

*This application was continued from the December 11, 2024 meeting for the following items:*

1. *Proposed project is incongruous with the following Standards:*
  - a. *Context, 6.1-6.4*
  - b. *Massing, 6.8*
  - c. *Scale, 6.10*
2. *The Commission did not review any further details of the project at this time.*

**EXISTING CONDITIONS:**

The existing structure is a 2-story new construction with Craftsman details built in 2020. Architectural features include double front gable roofs, full width front porch, and 6/6 windows. The lot size is approximately 36.60' x 152.10'. Adjacent structures are 1 and 2-story single-family residential buildings.

**PROPOSAL:**

The proposed project is a second level rear addition that is aligned with the existing ridge. The proposed footprint is 14'-3 1/2" x 18'-9 1/2". Materials include wood lap siding, shake siding, asphalt roof shingles, and wood trim details; all to

match existing. Proposed windows are aluminum clad with a 6/6 muntin pattern to match existing. Proposed door material not provided. Proposed handrail material and detail not provided.

*Revised Proposal – May 14, 2025*

1. Updated presentation.
2. No update to proposed project.

**STAFF ANALYSIS:**

Staff has the following comments about the proposal:

1. Massing and scale.
2. Coplanar walls.
3. Provide material specifications for window and doors.
4. Provide a window trim detail.
5. Provide handrail detail.
6. Revise eave detail on rear elevation.

**SPEAKERS [FOR | AGAINST]:**

No one accepted Chair Hawkins' invitation to speak.

**MOTION: DENY**

**1<sup>st</sup>: HOLTZ      2<sup>nd</sup>: SULLIVAN**

Ms. Holtz moved to deny the application because it is incongruous with the following Standards: for massing and scale, 6.8 and 6.10; for new construction for additions, 6.2 through 6.24; for roof forms and materials, 6.13; and the Secretary of the Interior's Standards, 2.5. She specified that the addition was being denied since it has coplanar walls, lacks information for the windows and door specifications, and lacks contextual appropriateness.

Mr. Sullivan seconded the motion.

**VOTE: 8/0**

**AYES: BELL, CURME, HAWKINS, HOLTZ, LINEBERGER,  
PARATI, SULLIVAN, WHITLOCK**

**NAYS: NONE**

**DECISION: APPLICATION FOR ADDITION – DENIED.**

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**CONTINUED AT THE MARCH 12, 2025 MEETING**

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

ABSENT: BARTH, TAYLOR, WOJICK

**APPLICATION:**

**HDCRMI-2025-00099, 716 E PARK AV (PID: 12311527) – ACCESSORY STRUCTURE & FRONT PORCH CHANGES**

*This application was continued from the March 12, 2025 meeting for the following items:*

1. Accessory Structures, per Standards 8.10, number 3, and 7.8, number 4: Restudy and explore the width of the

*accessory structure so that it is not overwhelming or wider than the existing house structure.*

2. *Windows:*
  - a. *Explore the use of a casement to reduce the size of the egress window on the second floor.*
  - b. *On the first floor, maintain the existing historic window. Present a new alternative for the added window on the right-hand side elevation.*
  - c. *Provide a detail and/or document how the new brick will have a definite separation from the existing brick (on the right and rear elevations).*
3. *Porches, per Standards 4.8, number 5 and 6.17: Restudy the transition of the front porch in the study and come back with a secondary (alternative) submittal.*

#### **EXISTING CONDITIONS:**

The existing building is a 1.5-story English Cottage/Tudor Revival constructed c. 1943. Architectural details include a side gabled roof with twin front projecting gables. One of the projecting gables contains a three-part bow window and the other an arched porch. The central entry is flanked by large 8/8 windows. The existing garage is original, also constructed c. 1943. The rear addition, front dormer, and roof over the front entry are not original to the house. The lot size is approximately 58' x 179'. Adjacent historic structures are 1 and 1.5-story residential buildings.

#### **PROPOSAL:**

The proposed project is in multiple parts:

1. **Porch Changes:**
  - a. The original side porch is currently screened. The proposal is to change the screens to glass, which will have a similar design as the existing screens, see HDC-7 and HDC-8.
2. **Right Elevation Window Changes:**
  - a. **First Level:** a single window will be infilled with brick to match existing. A new paired, double-hung 6/6 window will be installed, see HDC-10.
  - b. **Second Level:** A new double-hung 6/6 window will be installed in the dormer.
3. **Rear Elevation Window & Door Changes:**
  - a. **First Level:** A small 6/6 window will be removed and infilled with brick to match existing. The French doors will be removed. A single door entry door and triple sliding door will be installed.
  - b. **Second Level:** A paired 6/6 window will be removed on the left side of the dormer. A 6-light fixed window will be installed.
4. **Rear Addition:**
  - a. A 1-story addition will be constructed at the rear, with the roof tying in below the original ridge of the house.
  - b. The existing right rear corner of the house is currently enclosed with paneling and wood siding, which is proposed to be changed to brick to match existing.
  - c. The heated portion of the addition measures approximately 9'-0" x 16'-8". Exterior material is proposed to be siding with corner boards to match existing.
  - d. The covered patio will have a gable roof supported by square columns, a stone floor with a brick border, and a brick chimney.
5. **Accessory Structure:**
  - a. Existing accessory structure to remain but will be expanded with an addition. The setbacks of the existing structure are non-conforming; the new addition will meet required setbacks.
  - b. The proposed footprint of the addition measures approximately 31'-0 1/4" x 20'-0".
  - c. The total footprint of the entire structure will measure approximately 49'-4 1/2" x 20'-0".
  - d. Proposed height is 15'-1" from grade to ridge.
  - e. Proposed materials include shingle roof, unpainted brick foundation, siding with corner boards to match existing on the primary structure, and 6/6 windows. Material details and specifications are not provided.
  - f. A site section is provided that details the relationship between the accessory structure, rear addition, and existing structure.
6. **Site Changes:**

- a. Proposed site changes are eligible for Staff review including, but not limited to, the rear patio re-design, driveway reconfiguration, and rear yard fence.
- b. Post-construction of the addition and accessory structure, the rear yard impervious area will be approximately 37%.

The project requires Commission review due visibility of the proposed changes.

*Revised Proposal – May 14, 2025*

1. Accessory structure is being withdrawn from consideration.
2. Right elevation window changes made as requested:
  - a. Casement window proposed for second floor, right elevation as shown on Sheet A-3
  - b. On the first floor, existing historic window is maintained, and a new window added, see Sheets A-1 and A-3.
3. A cold joint will provide a transition between the existing brick and new brick on the right and rear elevations, as shown on Sheet A-3.
4. For the front porch, the existing new crown molding trim will remain, and new casing trim will be added to match existing in order to provide a transition between the porch and room behind.

**STAFF ANALYSIS:**

Staff has the following comments about the proposal:

1. Minor changes may be approved by Staff including:
  - a. Provide window trim detail for fields of siding that meets HDC requirements.
  - b. Provide window and door specifications that meet HDC requirements.
  - c. Provide final proposed brick/mortar samples to Staff for probable approval.
  - d. Any new masonry is to remain unpainted.

**SPEAKERS [FOR | AGAINST]:**

No one accepted Chair Hawkins' invitation to speak.

**MOTION: APPROVE WITH CONDITIONS**

**1<sup>st</sup>: SULLIVAN      2<sup>nd</sup>: HOLTZ**

Mr. Sullivan moved to approve the application because it is not incongruous with the special character of the district. He added the following conditions: that the casement window on the second level be 6/6 in appearance; that the Applicant provide window and door specifications as well as brick and mortar samples to Staff; that appropriate window trim detail for fields of siding be provided to Staff; and that new masonry remains unpainted. He cited the following Standards; for additions, 6.20; for porches, 6.17; for doors and windows, 6.15; and for materials, 6.14..

Ms. Lineberger suggested the amendment that the motion specify that an exception was being made for the right elevation window because it is located near the rear, not visible from the street. Mr. Sullivan accepted the amendment.

Ms. Holtz seconded the motion.

**VOTE: 8/0**

**AYES: BELL, CURME, HAWKINS, HOLTZ, LINEBERGER, PARATI, SULLIVAN, WHITLOCK**

**NAYS: NONE**

**DECISION: APPLICATION FOR FRONT PORCH CHANGES – APPROVED WITH CONDITIONS.**

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CONTINUED FROM THE APRIL 9, 2025 MEETING

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

ABSENT: BARTH, TAYLOR, WOJICK

**APPLICATION:**

**HDCRMA-2025-00005, 1607 DILWORTH RD W (PID: 12311201) – ADDITION**

*This application was continued from the April 9, 2025 meeting for the following items:*

- 1. Restudy of the left side elevation of the addition, including the half-timber framing and fenestration on that side, per Standards, 6.20, number 6.*
- 2. Either restudy the design of the covered porch and/or remove the covering and allow it to be open porch according to Standards for Context 6.2; Additions, 6.20; and the Secretary of the Interior's Standards 2.5.*

**EXISTING CONDITIONS:**

The existing building is a 2.5-story Colonial Revival with Tudor elements constructed c. 1938. Architectural details include a side gable main block with a slightly lower projecting side section, a 1-story gable wing with Tudor detailing, and three varying height and pitched front gables, including central entry. Each gable includes one arched bay. The left elevation features brick gable-end chimney flanked by triangular windows and topped with terracotta chimney pots. Most of the original windows have been retained and are double hung wood in a 6/6 pattern. Replacement windows have a 1/1 pattern. The 1-story rear wing is a later addition. The lot size is irregular with all sides of the building visible from the public right-of-way, measuring approximately 130' x 57' x 120' x 90' x 91'. Adjacent structures are 2 and 2.5-story residential buildings.

**PROPOSAL:**

The proposed project is a second story addition and expansion of an existing side porch. The historic 1-story side porch on the left elevation will be removed and a new 2-story addition will be constructed, with a larger footprint than the existing porch. The footprint of the existing 1-story porch is 10'-2" x 14'-5 ¾". The footprint of the new addition measures approximately 10'-2" x 18'-10 ½". The existing front patio and pergola will also be redesigned. The footprint of the existing front patio is 10'-6" x 14'-10". The footprint of the new addition measures approximately 10'-2" x 10'-5 ¼". The new side porch addition will have a side gable roof with dormers. The front patio will be covered with a clipped front gable roof. Proposed materials include an unpainted brick foundation, lap siding, stucco siding, wood trim, and shingle roof. Materials for windows, doors, lap siding, columns, and patio floor are not provided.

**Background**

Rear dormers on main house were approved at the January 8, 2025 HDC meeting under application number HDCRMA-2024-00679.

**Revised Proposal – May 14, 2025**

1. Updated plan set.
2. Restudy of left-side elevation included.
3. Half-timber options provided.
4. Covered porch redesigned.

**STAFF ANALYSIS:**

Staff has the following comments about the proposal:

1. The Commission will determine if the proposed project meets the Design Standards.
2. Details and materials - provide to Staff for probable approval.
  - a. Provide lap siding material.



- b. Provide beam and column detail.
- c. Provide window and door specifications.
- d. Provide patio floor material.
- e. Provide dimensions for window mullions.

**SPEAKERS [FOR | AGAINST]:**

No one accepted Chair Hawkins' invitation to speak.

**MOTION: APPROVE WITH CONDITIONS**

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

Mr. Sullivan moved to approve the application because the applicant addressed all points brought up in the previous continuation and it is not incongruous with the District as described in chapter 3 of the Design Standards. He cited the following Standards: for roof forms and materials, 6.14; for doors and windows, 6.15; for porches, 6.17; for additions, 6.20; and the Secretary of the Interior's Standards, 2.5. He added the conditions that the applicant provide the following to Staff: lap siding material sample; beam and column detail; window and door specifications; patio floor material; and dimensions for window mullions. He specified that the Commission was requiring the applicant to move forward with Option 2, featured on Slide 14 in their presentation.

Ms. Holtz suggested the amendment that the motion specify that the Commission requires a membrane roof for the covered porch as it would be consistent with the Secretary of the Interior's Standards and maintain a lower profile. Mr. Sullivan accepted the amendment.

Ms. Lineberger seconded the motion.

**VOTE: 8/0**

**AYES: BELL, CURME, HAWKINS, HOLTZ, LINEBERGER,  
PARATI, SULLIVAN, WHITLOCK**

**NAYS: NONE**

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

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**NEW CASES**

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

ABSENT: BARTH, TAYLOR, WOJICK

RECUSED: CURME

**APPLICATION:**

**HDCRMA-2025-00106, 528 E KINGSTON AV (PID: 12308411) – ADDITION & ACCESSORY BUILDING**

**EXISTING CONDITIONS:**

Known as the Williams House, the existing historic building is a 2-story Victorian with Colonial Revival elements constructed c. 1910. Architectural features include a cross-gable main roof, wood lap siding with corner boards on the first level and shingle siding with on the second level, and multiple unpainted brick chimneys. The wrap-around front

porch roof (replacement metal) is supported by fluted square columns and has a small gable over the front entry. The double-front doors with transom above are original. The original garage is located at the rear of the property. Lot size measures approximately 50' x 140'. Adjacent structures are 1, 1.5, and 2-story residential buildings.

#### **PROPOSAL:**

The proposal is a rear addition to the principal building and a new accessory building, which is proposed to be connected to the principal building with a breezeway.

#### **Proposed Rear Addition**

1. A non-historic addition will be removed and replaced with a new, 2-story addition.
2. The ridge of the new addition will tie in beneath the original ridge of the historic house. Height, as measured from grade to ridge of the addition is not provided. See Sheets A2.1a and A2.3
3. The addition will step-in from the rear corners of the original house.
4. The footprint of the new, 2-story addition measures approximately 30'-8" x 30'-8". See Sheet A-1.1.
5. The addition includes a new rear porch which is proposed to have a metal roof to match the replacement front porch roof.
6. Proposed materials are traditional to match existing with wood lap siding with corner boards on the first level, wood shingle siding on the second level, an unpainted brick foundation and chimney to match existing, wood fascia and soffit, and wood vents. New windows are proposed to be aluminum clad.

#### **Proposed Accessory Building**

1. The existing dilapidated accessory structure will be demolished.
2. The new garage accessory structure is proposed to be 1.5-stories; however, total height as measured from grade to ridge of the addition is not provided.
3. The footprint of the new garage measures approximately 22' x 24'. See Sheet A-1.4.
4. The garage is proposed to be connected to the main house with a breezeway, approximately 10' in length. Height of the covered breezeway is not provided. See Sheets A2.1a, A2.3, and A2.4.
5. Proposed materials will be traditional to match the principal structure with wood lap siding on the first level and shake siding on the second level, unpainted brick foundation, wood stairs, wood fascia and soffit, and wood vents. New windows are proposed to be aluminum clad.
6. Post-construction the rear-yard impermeable area will be 48.3%.

#### **STAFF ANALYSIS:**

Staff has the following comments about the proposal:

1. Provide information about the height of all elements: rear addition, accessory structure and breezeway roof. Height should be measured from grade to ridge.
2. Provide historic examples of garages connected to principal structures with a breezeway.
3. Provide additional information about the windows on the historic house (principal structure). From the photographs provided, it is not clear if the windows are original or replacement.
4. Materials and detail information needed:
  - a. Window and door specifications. Will windows be double hung?
  - b. Window trim detail for single and paired windows.
  - c. Door trim detail.
  - d. Eave detail.
  - e. Column/beam detail.
  - f. Brick/mortar sample.
  - g. Railing detail.
  - h. Will gutters/downspouts be installed? If so then locations, details, and materials are needed.
5. Minor revisions may be reviewed by Staff.

#### **SPEAKERS [FOR | AGAINST]:**

No one accepted Chair Hawkins' invitation to speak.

**MOTION: APPROVE WITH CONDITIONS**

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

Mr. Whitlock moved to approve the application. He cited the following Standards: for additions, 6.20 through 6.24; for accessory buildings, 8.10; the Secretary for the Interior's Standards, page 2.5; and for new construction of residential buildings, Chapter 6. He required that all details in Staff Memo item number 4, letters A through H, be presented to Staff for approval.

Ms. Bell seconded the motion.

**VOTE: 7/0**

**AYES:    BELL, HAWKINS, HOLTZ, LINEBERGER,  
PARATI, SULLIVAN, WHITLOCK**

**NAYS:    NONE**

**DECISION: APPLICATION FOR ADDITION & ACCESSORY BUILDING – APPROVED WITH CONDITIONS.**

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

ABSENT: BARTH, TAYLOR, WOJICK

RETURNED: CURME

**APPLICATION:**

**HDCRMA-2025-00107, 404 W PARK AV (PID: 11908405) – ADDITION**

**EXISTING CONDITIONS:**

The existing property 1-story Craftsman bungalow constructed c. 1931. Architectural features include clipped gables on the main roof and front porch roof with shingle siding, brackets, triple ganged windows, front door with sidelights, and wood lap siding with corner boards. Lot size is approximately 50' x 150'. Adjacent structures are 1 and 2-story residential buildings.

**PROPOSAL:**

The proposal is a rear addition.

1. The existing height is 18'-9 5/8", as measured from grade to main ridge, and the main ridge will not be raised.
2. The addition will tie in behind the original ridge and will be approximately 3'-9 1/2' taller than the original house, see Sheets S-2 and A-3.
3. The footprint of the new addition measures approximately 20' deep x 32'-1" wide, see Sheet A-1.
4. On the right and left elevations, a notch is added to provide a visual transition between the original rear corners of the house and the new addition. Detail provided on Sheet A-1.
5. On the original house, left elevation, a new side-entry door is proposed to be installed.
6. Skylights are proposed on the rear gable dormer.
7. An at-grade, brick or concrete patio is also proposed. Dimensions not provided.
8. HVAC will be located on the rear.
9. No trees will be impacted by this project.

**STAFF ANALYSIS:**

Staff has the following comments about the proposal:

1. Rear Elevation
  - a. Deck supports are undersized.
    - i. As proposed do not have the visual weight needed to support the deck and decorative railing.
    - ii. The supports should have a larger dimension, and design should be true columns with a base and

cap detail.

2. Materials and Detail information needed
  - a. Skylights. Specifications needed. Should be flush mount, non-tilt.
  - b. Cedar shake siding should be individually applied shakes, not panels of shake.
  - c. Window and door specifications.
  - d. Window and door trim detail.
  - e. Eave detail.
  - f. Column/beam detail.
  - g. Brick/mortar sample.
  - h. Will gutters/downspouts be installed? If so then locations, details, and materials are needed.
  - i. Provide % of rear yard permeable area post-construction.
3. Minor revisions may be reviewed by Staff.

**SPEAKERS [FOR | AGAINST]:**

No one accepted Chair Hawkins' invitation to speak.

**MOTION 1: CONTINUE**

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

Ms. Bell moved to continue the rear elevation of the deck for a restudy of the deck supports, requiring that the applicant provide dimensions and design information. Ms. Bell cited the Standard for porches, 6.17.

Ms. Lineberger suggested that the motion require the same information for the columns. Ms. Bell accepted the amendment.

Ms. Lineberger seconded the motion.

**VOTE 1: 6/2**

**AYES: BELL, CURME, HAWKINS, HOLTZ, LINEBERGER, SULLIVAN**

**NAYS: PARATI, WHITLOCK**

**DECISION 1: APPLICATION FOR REAR DECK – CONTINUED.**

**MOTION 2: APPROVE WITH CONDITIONS**

**1<sup>st</sup>: BELL                      2<sup>nd</sup>: CURME**

Ms. Bell moved to approve the addition without the skylights on the right elevation. She cited the Standard for the additions, 6.13, number 7. She added the condition that details 2(b) through 2(i) outlined in the Staff Memo should be presented to Staff for review.

Ms. Curme seconded the motion.

**VOTE 2: 7/1**

**AYES: BELL, CURME, HAWKINS, HOLTZ, LINEBERGER, SULLIVAN, WHITLOCK**

**NAYS: PARATI**

**DECISION 2: APPLICATION FOR ADDITION – APPROVED WITH CONDITIONS.**

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

ABSENT: BARTH, TAYLOR, WOJICK

**APPLICATION:**

**EXISTING CONDITIONS:**

The existing structure is new construction built c. 2000. Architectural features include a side gable main roof with one oversized front gable dormer and another oversized front shed dormer. Materials include brick and wood shake siding with 3/1 double-hung windows. The site is a slightly irregularly shaped corner lot at Dilworth Road East and Ideal Way that measures approximately 70' x 185' x 65' x 158'. The site slopes down from Dilworth Road East to the rear of the property. Adjacent historic houses are 1, 1.5, and 2-story single family buildings.

**PROPOSAL:**

The proposed project is in two parts.

1. Louvred Pergola. This project is the addition of a pergola in the rear yard. The proposed pergola's footprint measures 16'-0" x 8'-0" and will be approximately 9'-0" tall. The proposed pergola will be located at the left rear of the property on the existing pool deck. The proposed materials include wood framing, cedar wrapped columns, and wood louver slats.
2. Trellis and Outdoor Fireplace. This project is the addition of a trellis and changes to an existing outdoor fireplace located in the rear yard. The proposed trellis' footprint measures 22'-0" x 12'-2" and will be approximately 9'-2" tall. The existing outdoor fireplace and proposed trellis will be located on the right rear of the property. The proposed material for the trellis is cedar wood. Changes to the existing outdoor fireplace include the addition of a chimney pot and raising the height from 8'-7.5" to approximately 12'-6", stepping in twice creating two tiers. The width of the existing base will remain the same.

The rear yard impervious remains 34.7% (65.3% permeable).

*Background*

The rear yard pool, trellis, and outdoor fireplace were administratively approved under case COA# HDCADMRM-2021-00145. The COA expired prior to the construction of the trellis.

**STAFF ANALYSIS:**

Staff has the following comments about the proposal:

1. Provide information on how the trellis and pergola will connect to ground.
2. Provide distance between pergola and neighbor's accessory structure.
3. Provide distance between pergola and the two closest property lines.
4. Provide brick specifications to Staff for probable approval.
5. Minor changes may be approved by Staff.

**SPEAKERS [FOR | AGAINST]:**

No one accepted Chair Hawkins' invitation to speak.

**MOTION: APPROVE**

**1<sup>st</sup>: SULLIVAN      2<sup>nd</sup>: HOLTZ**

Mr. Sullivan moved to approve the application because it is not incongruous with the special character of the District as described in chapter 3 of the Design Standards and the secretary of the Interior's Standards for historic rehabilitation, page 2.5. He cited the following Standards; for landscaping and walls, 8.4; and for accessory structures, 8.10.

Ms. Holtz seconded the motion.

**VOTE: 8/0**

**AYES: BELL, CURME, HAWKINS, HOLTZ, LINEBERGER, PARATI, SULLIVAN, WHITLOCK**

**NAYS: NONE**

## **DECISION: APPLICATION FOR LANDSCAPE & SITE FEATURES – APPROVED.**

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

ABSENT: BARTH, TAYLOR, WOJICK

RECUSED: HAWKINS

### **APPLICATION:**

**HDCRMAA-2024-00856, 1716 PATTON AV (PID: 07840603) – WINDOW & DOOR REPLACEMENT – AFTER THE FACT**

### **EXISTING CONDITIONS:**

The existing structure is a 1-story brick Ranch constructed c. 1951. Architectural features include a partial width porch on the left front elevation, two picture windows flanked with double-hung windows on either side of the Mid-Century style front entry door, and 4/4 and 8/8 wood windows with square lites. The lot size is approximately 56' x 148'.

Adjacent structures are 1 and 1.5-story single-family buildings.

### **PROPOSAL:**

The applicant replaced all original 4/4 and 8/8 wood windows with 1/1 black vinyl double-hung windows and two large picture windows. The original wood trim was removed and replaced with vinyl trim. The original wood front entry door and right-side entry door were also replaced with new 6-lite fiberglass Craftsman-style doors.

The proposed project is for window and door replacement. All 1/1 vinyl windows will be replaced with new Tucker Classical Series 1100 full wood windows with 5/8" putty muntins with a 4/4 or 8/8 lite pattern, and the vinyl picture windows will be replaced with wood picture windows. The vinyl trim will also be removed and replaced with new wood trim to match the original trim. The fiberglass doors will be removed and replaced with Mid-Century style wood doors.

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

### **STAFF ANALYSIS:**

Staff has the following comments about the proposal:

1. The applicant provided a list of addresses from the neighborhood with vinyl replacement windows:
  - a. 1712 Patton Av: vinyl windows have been in place since at least February 2019 (pre-district).
  - b. 1715 Washington Av: vinyl windows have been in place since at least February 2019.
  - c. 1711 Washington Av: vinyl windows have been in place since at least February 2019.
  - d. 1722 Patton Av: vinyl windows have been in place since at least February 2019.
  - e. 1800 Patton Av: vinyl windows have been in place since at least February 2019.
  - f. 1723 Washington Av: existing wood windows have been in place since at least February 2019.
  - g. 1713 Patton Av: existing metal windows have been in place since at least February 2019.
  - h. 1721 Patton Av: existing wood windows have been in place since at least February 2019.
  - i. 1709 Patton Av: vinyl windows have been in place since at least February 2019.
2. The Commission needs to make two decisions about this project:
  - a. Decision 1: Review the removal of the original wood windows and doors.
  - b. Decision 2: Review the proposed replacement windows and doors.
3. For Decision 1: Removal of the original wood windows and doors:
  - a. The original windows and doors are not available to evaluate if repair is possible.
  - b. Recommended Motion: Denial.
    - i. The removal of the original wood windows is incongruous with the Design Standards for Windows 4.14, numbers 10, 17, and 19; and Trim 4.11, numbers 1 through 4.
    - ii. The removal of the original wood doors is incongruous with the Design Standards for Front

Doors and Entrances 4.10, numbers 1 and 2.

c. Recommended Facts:

- i. Original 4/4 and 8/8 wood windows were replaced with 1/1 vinyl windows.
- ii. Original wood window casement trim and brickmould was removed and replaced with vinyl trim.
- iii. Original wood entry doors on the front and right elevation were replaced with fiberglass Craftsman-style doors.

4. For Decision 2: Review the proposed replacement windows and doors:

a. Recommended Motion: Approval with Conditions.

- i. The proposed replacement wood windows are not incongruous with the Design Standards for Windows 4.14, numbers 14 through 21; and Trim 4.11, numbers 2, 3, and 4.
- ii. The proposed replacement wood doors are not incongruous with the Design Standards for Doors 4.10, number 2.

b. Recommended Facts:

- i. The proposed windows are Tucker Classical Series 1100 full wood windows with 5/8" putty muntins and will be in a 4/4 or 8/8 pattern to match the original windows.
- ii. The new wood trim will match the previous wood trim that was removed when the vinyl windows were installed.
- iii. The proposed doors are full wood and will be Mid-Century style to match the architectural style of the house.

**SPEAKERS [FOR | AGAINST]:**

No one accepted Vice Chair Parati's invitation to speak.

**MOTION 1: DENY**

**1<sup>st</sup>: BELL      2<sup>nd</sup>: HOLTZ**

Ms. Bell moved to deny the removal of the original windows, window trim, and doors. She cited the following Standards: for windows, 4.14, numbers 10, 17, and 19; for trim, 4.11, numbers 1 through 4; and for front doors and entrances, 4.10, numbers 1 and 2. She specified that the original 4/4 and 8/8 wood windows, wood casement trim, and wood entry doors on the front and right elevation were removed and replaced with styles and vinyl and fiberglass materials that are incongruous with the Standards.

Ms. Holtz seconded the motion.

**VOTE 1: 7/0**

**AYES: BELL, CURME, HOLTZ, PARATI, TAYLOR,  
WOJICK, WHITLOCK**

**NAYS: NONE**

**DECISION 1: APPLICATION FOR WINDOW & DOOR REMOVAL – DENIED.**

**MOTION 2: APPROVE WITH CONDITIONS**

**1<sup>st</sup>: BELL      2<sup>nd</sup>: HOLTZ**

Ms. Bell moved to approve the replacement of wood windows, trim, and doors since they are not incongruous with the Standards. She cited the following Standards: for windows, 4.14, number 14 through 21; for trim, 4.11, numbers 2 through 4; for doors, 4.10, number 2. She specified the following: that the proposed windows are Tucker Classical Series 1100 full-wood windows with 5/8" putty muntins and will be in a 4/4 or 8/8 pattern to match the original windows; that the new wood trim will match the previous wood trim that was removed when the vinyl windows were installed; and that the proposed doors are full wood and will be Mid-Century style to match the architectural style of the house.

Ms. Holtz seconded the motion.

**VOTE 2: 7/0**

**AYES: BELL, CURME, HOLTZ, PARATI, TAYLOR,  
WOJICK, WHITLOCK**

**NAYS: NONE**

**DECISION 2: APPLICATION FOR WINDOW & DOOR REPLACEMENT – APPROVED WITH CONDITIONS.**

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Chair Hawkins returned from her recusal to end the meeting.

The following cases were deferred by the applicants:

- HDCRMIA-2024-00855 for 406 E Park Av
- HDCRMIA-2024-00857 for 304 W Park Av

With no further business to discuss, Chair Hawkins adjourned the meeting at 7:23 p.m.