1. Call To Order

2. Roll Call

Matt Bouchard
Jonathan Dayan
Tad DeBerry, Vice Chair
Joe Fitzsimons
Katie Hamilton
April Johnson
Joseph Jordan, Chair
Tom Kreger
Wanda Waiters

3. Adjustments To Agenda

4. Approval Of Minutes
   Draft Minutes - February 5, 2019

   Documents:
   
   HPC MINUTES 2-5-19.PDF

5. Swearing-In Of Witnesses

6. Certificates Of Appropriateness - Staff Person Karla Rosenberg, Planner
   
   6.I. COA1900007 – 103 Belt Street – Modifications

   Documents:
   
   COA1900007 103 BELT STREET.PDF

7. Old Business
   a. Local Review Criteria update

8. New Business
   a. Resolution honoring Mr. Joe Fitzsimons
   b. 10-Minute Topic #3: Metal Windows
   c. Administrative COAs

9. Adjournment
February 5, 2019, 8:30 a.m.
Committee Room, 2nd Floor, City Hall
101 City Hall Plaza, Durham, NC

I. Call to Order
Chair Jordan called the meeting to order at 8:32 a.m.

II. Roll Call

Members Present:
Joseph Jordan, Chair
Tad DeBerry, Vice Chair
Matt Bouchard
Jonathan Dayan
Joe Fitzsimons
April Johnson
Tom Kreger

Unexcused Members Absent:
Katie Hamilton
Wanda Waiters

Staff Present:
Grace Smith, Planning Supervisor
Karla Rosenberg, Planner
Terri Elliott, Clerk
Crista Cuccaro, City Attorney’s Office

III. Adjustments to the Agenda
a. The presentation by Local Government Federal Credit Union was postponed until further notice and replaced with the introduction of the new Commission member, April Johnson.

b. Mr. Jordan added an update regarding the Annual Report.

c. Staff verified that an application for the architect position is pending City Council approval. The Commission thanked Mr. Fitzsimons for continuing to serve during the interim.

IV. Approval of Summary Minutes for January 8, 2019

MOTION: Approve the minutes from January 8, 2019 as amended (Bouchard, DeBerry 2nd).
ACTION: Approved, 6-0

V. Swearing-In of Witnesses – N/A, no public hearings

VI. Certificates of Appropriateness – N/A, no public hearings

VII. New Business

a) Administrative COAs

b) 10-Minute Topic #2: Brick Masonry Walls
c) Annual Report – Mr. Jordan informed staff that he has completed his draft statement to include with the annual report. Staff informed Mr. Jordan that he should plan to attend the JCCPC meeting in April.

d) The Commission requests a 10-minutes topic for signs, specifically addressing compatibility with architectural styles (showing examples).

VIII. Old Business

a) Local Review Criteria Update – Mr. Kreger offered to assist staff with drafting language in paragraph H.3 of the criteria.

IX. Adjournment After an exciting fire alarm drill, the meeting concluded on North Church Street at 10:15 a.m.

Respectfully Submitted,

Terri Elliott, Clerk
Historic Preservation Commission
I. Summary of Proposed Work

The applicant proposes to remove three original windows and replace with two standard entry doors and one garage entry. Details regarding the proposal can be found in the application materials (Attachment 2).

II. Historical Context and Significance

This property is designated a local landmark. In addition, it is located within the Golden Belt Historic District, designated by the City Council in September of 2016. The Plan indicates that the complex was built in 1901 and is contributing to the historic character of the District (pg. B-1). Building 3 is a slightly later addition.

III. Approval Criteria for Historic Landmarks

Unified Development Ordinance paragraph 3.17.11 establishes the approval criteria for certificates of appropriateness for historic landmarks as follows:

In granting a certificate of appropriateness, the HPC shall take into account, in accordance with the principles and design review criteria adopted for the historic landmarks:

a. The historic or architectural significance of the structure, site, or setting under consideration;
b. The exterior form and appearance of any proposed additions or modifications to the structure, site, or setting.

Because the structure is a local historic landmark, the criteria in the Landmarks section of the Historic Properties Local Review Criteria apply.
IV. Review Criteria and Staff Analysis

Below are the criteria that staff believes are relevant to this case, found in the Landmarks section (pp. 72–82) of the Historic Properties Local Review Criteria.

A. General

2. When changes are required due to code requirements for accessibility and life/safety, modify the historic element or structure to the minimum extent necessary.

**Staff analysis:** The proposed two standard entries appear to meet this criterion because their purpose is to provide tenant accessibility. Each of the two original windows is to be cut down the middle, leaving one half extant, adjacent to the new entry.

3. Undertake new additions and alterations to the structure in a manner that, if removed in the future, the essential form and integrity of the original structure would be unimpaired. When attaching to the structure alter historic material to the minimum extent possible.

**Staff analysis:** The proposed entries appear to meet this criterion in that they remove portions of the original brick wall, sill, and window only to the extent necessary to provide egress and allow small portions of the original window to remain.

E. Doorways and Doors

2. When doorways on non-street-facing elevations are modified, added, or removed, retain the overall rhythm and individual proportion of openings on the structure.

**Staff analysis:** The proposed entries appear to meet this criterion because they are placed within original window openings, without altering the size of those openings, preserving the original rhythm of fenestration of the building.

3. Retain original doors in place on street-facing elevations. Select new or replacement doors to be compatible with the style of the structure.

**Staff analysis:** The proposed two standard doors appear to meet this criterion because they are to match existing modern doors found throughout the building. The proposed garage door appears to meet this criterion because it will be true divided light in a configuration that mimics the remaining portion of the original window.

5. It is not appropriate to install garage doors on character-defining or street-facing elevations unless historically present in that location. Select garage doors to be compatible in design and material with the structure.

**Staff analysis:** The proposed garage door appear to meet this criterion in that it will not be installed on a street-facing or character-defining elevation; it will be located along a stretch of the facade that immediately faces an adjacent building. The garage door also appears compatible in that it will consist of black aluminum in a true divided-light design that blends with the remaining portion of the original window.
F. Window Openings and Windows

1. Retain window openings in their original size, proportion, and location on street-facing and character-defining elevations.

   **Staff analysis:** The proposed window alterations appear to meet this criterion in that they will not be modified on a street-facing elevation; the elevations could be considered character-defining in their use of a repeated window bay pattern, typical of industrial mill structures. The window openings will only differ in height, with the removal of the brick wall and sill at the base of each bay.

2. When window openings on non-character-defining, non-street-facing elevations are modified, added, or removed, retain the overall rhythm and individual proportion of window openings on the structure.

   **Staff analysis:** The proposed partial window removal appears to meet this criterion in that the windows will be replaced with a different form of fenestration (standard and garage entry doors) that retain the rhythm of glass versus brick across the elevation. The removal of brick wall and sill at the base of each bay creates openings similar in size to other entries installed along the same elevations.

3. Retain and repair original windows. Window components may be consolidated and used on character-defining or street-facing elevations. Retain all original window details.

   **Staff analysis:** The proposed window removals do not appear to meet this criterion because they remove all or a portion of original windows. However, portions of two of the original windows will remain in place. These windows are located on an addition (Building 3) within the complex and are not located on street-facing elevations.

4. Select new or replacement windows and details that conform to the shape, proportion, and configuration of window lights (panes) of windows original to the structure.

   **Staff analysis:** The proposed fixed windows above the proposed standard entry doors appear to meet this criterion in that they fill the remaining space adjacent to existing metal support bars; however, no fixed windows of this size are otherwise found on these elevations.

5. When modifying original window openings, windows, and window details, uncover, repair, and reconstruct these elements. It is not appropriate to cover or infill windows and window openings on street-facing or character-defining elevations.

   **Staff analysis:** The proposed window modifications do not appear to meet this criterion because original window elements are proposed to be deconstructed rather than constructed; however, the proposed modification does not constitute infill because the opening will remain (enlarged for a door in place of a window).

6. Select triple-grid muntins (interior, internal, and exterior) on simulated divided-light windows.

   **Staff analysis:** The proposed window modifications appear to meet this criterion because the new fenestration will be true divided light.
V. Recommendation
The Planning staff will make a recommendation after the public testimony during the hearing.

VI. Possible Motion
The Durham Historic Preservation Commission finds that, in the case COA1900007, 103 Belt Street – Modifications:

- The applicant is proposing modifications to a landmark property.
- Three original windows will be partially removed by cutting apart the original metal sash structure to leave one portion extant and to infill the remaining with a new glass door structure.
- One door will consist of a black aluminum true divided-light garage door, matching the configuration of surrounding original windows.
- Two doors will consist of standard entry doors, matching existing modern entry doors found throughout the building; the remaining window opening will be infilled with storefront-style fixed glass windows.

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 COA1900007, 103 Belt Street – Modifications, 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.

[Add any additional conditions here.]

VII. Notification
Staff certifies that the subject site was posted and notification letters were sent in accordance with Section 3.2.5 of the Unified Development Ordinance.

VIII. Staff Contact
Karla Rosenberg, AICP, Planner, (919) 560-4137, extension 28259, Karla.Rosenberg@DurhamNC.gov

IX. Attachments
Attachment 1, Context Map
Attachment 2, Golden Belt Building Diagram
Attachment 3, Application Materials
The main facades of the original buildings feature round arched windows separated by Doric pilasters in the second stories. The cornices and simple stepped parapets are decorated with bands of short corbelled pendants and rows of simple corbelling above. The southernmost building was constructed as a bag factory, two-and-one-half to three stories tall and marked by short towers on its north and east elevations; an addition made to the east end between 1907 and 1910 included a four-story tower, today the architectural focal point of the complex. The next building to the north was a warehouse. The northernmost building, the same height but twice as long as the bag factory, was built as a cotton mill with a tall four-story tower (now reduced to two stories) on its south side and two short towers as well as one-, two-, and three-story engine and boiler rooms on the north elevation; a three-foot tall monitor with clerestory windows (now covered with metal) runs the length of the building. All of the towers have the same pilasters, round arched windows, and cornices as the main facades. For more than two decades the mill produced cloth and thread used in the bag factory for the production of tobacco bags. Around 1910, the company employed 800 workers in their factories and gave part-time employment to more than 200 Durhamites who attached the "Bull Durham" tags to the bags in their homes. The company branched out into hosiery manufacturing and in 1924 began producing the paper stamps and packaging for cigarette containers and the cardboard for cartons. Eventually cloth manufacturing was discontinued. Although the bag factory remains in operation, most of the plant is devoted to the printing of packaging materials and the production of cigarette cartons.

Steady growth has resulted in considerable expansion of the plant. Additions made prior to 1940 include two two-story extensions with corbelled cornices at the east end of the bag factory that initially were used as part of the hosiery mill. Built in the 1930s, the long and austere one-story building on the north...
**MAJOR CERTIFICATE OF APPROPRIATENESS APPLICATION**

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<tr>
<td>Contact Person</td>
<td>Justin Sacco</td>
</tr>
<tr>
<td>Telephone</td>
<td>212.268.0000</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:justin@lrccprop.com">justin@lrccprop.com</a></td>
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**A pre-submittal meeting with Planning staff is required prior to submitting a Major/Master COA application.**

### Certification

I (We), the undersigned, do hereby make an application for a Certificate of Appropriateness (COA) for the following proposals and plans to be undertaken within the boundaries of a Durham Historic District or Landmark.

I (We) also understand that all the required information must be supplied for this application to be considered complete and valid. I (We) met with staff for the required pre-submittal meeting on ________________.  

**Owner Signature**  
(Signatures must be original and of current property owner.)

**Date:** 1-30-19

### Applicant (if different than Property Owner)

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<tr>
<td>Name</td>
<td>John Warasila</td>
</tr>
<tr>
<td>Affiliation</td>
<td>Architect</td>
</tr>
<tr>
<td>Address</td>
<td>204 Rigsbee Ave.</td>
</tr>
<tr>
<td>Telephone</td>
<td>919-662-6393</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:johnwarasila@alliancearchitecture.com">johnwarasila@alliancearchitecture.com</a></td>
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### Tracking Information (Staff Only)

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1. Project Intent and Background Statement:
Golden Belt Building 3 was renovated from its original use as a manufacturing site, over a decade ago. This work was completed by Scientific Properties as a tax credit project. The historic tax credits have since expired. LRC Properties bought the complex in 2018.

Building 3 is now vacant with the artist studios having been relocated. The building has exterior masonry bearing walls that carry heavy timber roof and steel framing. Original multi-pane steel frame windows are present on the north and south facades.

A new tenant, an agricultural technology company is to occupy the building in June 2019. There will be research labs, office space, and cooking exhibition space in the building. The company has a growing facility located in RTP. Building 3 will house a bio-tech lab that requires easy receiving and exporting of samples and materials. While not a loading dock, it must support an easy flow of materials. For that purpose, building 3 must supports use of a small fork lift to move materials around, with a garage door opening.

The company plans to sublease the west half of building 3 within 3 years to a similar type of use, creating the need for a dedicated entrance and exit from the primary space.

2. Scope of Work Description:
At the South façade, there are two original steel windows that we propose to be modified.

a. East of the main entrance, we propose removing the entire steel window system in a single bay. The masonry sill and lower wall will also be removed. A new
A painted metal and glass sectional garage door will fill the existing opening. The intent is to maintain and reflect the existing masonry opening.

b. West of the main entrance, half of one of the steel window systems will be removed from top to bottom. The masonry sill below this half will also be removed. The heavier vertical mullion central to this pair of windows will remain. A new narrow stile painted metal and glass door and storefront will this half of the opening.

At the North façade, there is a single original steel windows that we propose to be changed.

a. To the far east of the main entrance, half of one of the steel window systems will be removed from top to bottom. The masonry sill below this half will also be removed. The heavier vertical mullion central to this pair of windows will remain. A new narrow stile painted metal and glass door and storefront will this half of the opening.

3. Historic Properties Local Review Criteria Compliance Statement:
Below is compliance statement addressing the criteria for added doors and windows per the sections of the City of Durham Historic Properties Local Review Criteria (pp. 75-76).

1. Retain window openings in their original size, proportion, and location on street-facing and character-defining elevations.
   The openings effected do not face public streets, nor are the visible from the street. It is our design intent to maintain the primary masonry openings at all three locations. The windows are an infills within these openings.

2. When window openings on non-character-defining, nonstreet-facing elevations are modified, added, or removed, retain the overall rhythm and individual proportion of window openings on the structure.
   Same as item one above.

3. Retain and repair original windows. Window components may be consolidated and used on character-defining and street-facing elevations. Retain all original window details.
   In one location we will be maintaining the existing masonry opening and replacing the window unit with an operable garage door. In two other locations it is our intent to maintain half the window and replacing the other half along a significant vertical break in the existing window.
4. Select new or replacement windows and details that conform to the shape, proportion, material, and configuration of window lights (panes) of windows original to the structure. The new doors and storefront will be painted metal, however matching the exact mullion pattern and profile is not feasible with the required use. It is our intent to maintain the masonry openings. The new windows and doors will be consistent with doors and openings found on the building in other locations.

5. When modifying original window openings, windows, and window details, uncover, repair, and reconstruct these elements. It is not appropriate to cover or infill windows and window openings on street-facing or character-defining elevations. There are no windows being infilled or covered.

6. Select triple grid muntins (interior, internal, and exterior) on simulated divided light windows. This condition does not exist.

7. It is not appropriate to use darkened, shaded, or reflective glass except where decorative glass (such as stained or prismatic glass) is compatible with the historic character of the property. New glazing is to match the existing.

8. Select storm windows to conform in color, size, and style to the existing windows. It is not appropriate for storm windows to obscure original windows. There are no storm windows to be installed.

9. It is not appropriate to add nonfunctional shutters unless original to the structure. There are no shutters to be installed.

10. It is not appropriate to install window-mounted heating and air conditioning units on character-defining and street-facing elevations. There are no window mounted units to be installed.

11. It is not appropriate to install internal or external bars on windows that are visible from public rights-of-way. There are no external bars on windows to be installed.
1. **Demolition Elevation C**

- **Remove existing window and frame**
- **Area of existing masonry wall to be removed**
- **Existing concrete step to be removed**

2. **New Elevation C**

- **Align storefront head with adjacent existing windows**
- **Paint storefront to match existing (typ.)**
- **Overhead door header (see structural)**
- **Aluminum door framing to match existing mullions (typ.)**
- **New aluminum sectional overhead door w/ tempered glazing**

**Scale: 1/4" = 1'-0"**
1. **DEMOLITION ELEVATION B**

- **EXISTING WINDOW TO REMAIN**
- **FRAMING POST TO REMAIN (SEE STRUCTURAL)**
- **AREA OF EXISTING WINDOW, FRAME, AND MASONRY WALL TO BE REMOVED**
- **LEVEL AND PREPARE SLAB EDGE FOR NEW STOREFRONT SYSTEM**
- **SEE CIVIL FOR HARDSCAPE PROJECT SCOPE**

2. **NEW ELEVATION B**

   - **EXISTING WINDOW TO REMAIN**
   - **EXISTING WINDOW FRAMING POST (SEE STRUCTURAL)**
   - **NEW STOREFRONT HEADER AND POST FRAMING (SEE STRUCTURAL)**
   - **NEW STOREFRONT SYSTEM W/ TEMPERED GLASS**
   - **PAINT MILLIONS TO MATCH EXISTING (TYP.)**
   - **FIELD VERIFY EXISTING OPENING**
   - **FIELD VERIFY EXISTING OPENING**
   - **LEVEL 1 365 - 3 3/16"**

**SCALE: \( \frac{1}{4"} = 1' - 0" \)**