



# HISTORIC PRESERVATION COMMISSION

## DRAFT MINUTES

February 2, 2021, 9:00 a.m.  
Virtual Meeting

### I. Call to Order

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

### II. Roll Call

#### Members Present:

Matt Bouchard, Vice Chair  
Jonathan Dayan  
Tad DeBerry  
Andrew Goolsby  
Katie Hamilton, Chair  
April Johnson  
Tom Kreger  
Wanda Waiters

#### Excused Members Absent:

Laura Fieselman

#### Staff Present:

Grace Smith, Planning Assistant Director  
Karla Rosenberg, Senior Planner  
Keagan Sacripanti, Planning Technician  
Terri Elliott, Clerk  
Crista Cuccaro, City Attorney's Office  
Chris Peterson, Technology Liaison

### III. Adjustments to the Agenda - None

### IV. Approval of Summary Minutes for January 5, 2021

**MOTION:** Approve the Minutes from January 5, 2021 (Dayan, Waiters 2<sup>nd</sup>).

**ACTION:** Motion carried, 8-0

### V. Swearing-In of Witnesses

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

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 COA2000093 – 905 West Main Street - Signs**

**Staff Report:** Keagan Sacripanti presented the case.

**Speakers:** Drew Summerfield, Adrian Gray, Welch Liles, and Tom FitzGerald spoke in support. No one spoke in opposition.

**Discussion:** Drew Summerfield gave a brief overview of the proposed project of 905 West Main Street - Signs.

**Staff Recommendation:** Staff recommended approval of application with the condition of making sure it's mounted to the mortar joints and severing the painted sign.

**MOTION:** Vice Chair Bouchard made a motion that the Durham Historic Preservation Commission finds that, in the case COA2000093, 905 West Main Street - Signs:

- The applicant is proposing a total of 39 signs—six freestanding signs, twenty wall-mounted signs, six vinyl window signs, and seven projecting banners—attached to or placed near each of the two buildings on the property.
- The proposed Gregson Street Mural has been removed from the COA application without prejudicing the applicant's right to submit a new COA application to this Commission.
- Four freestanding monument-type signs, including two consisting of aluminum channel letters attached to concrete base walls, and two others consisting of aluminum cabinets with applied acrylic faces; one freestanding pylon-type sign will consist of an aluminum cabinet with aluminum and vinyl applied graphics.
- The 20 wall signs will be constructed of aluminum pans with painted graphics, mounted via a mounting frame with the aluminum pan wrapping around building columns or attached via 0.125-inch aluminum backers.
- The 6 vinyl window decals will be attached to each glass door and measure 8.125 inches by 1 foot 8 inches.
- The 7 banner signs will consist of fabric banners, measuring 6 feet 6 inches by 2 feet, mounted on aluminum tubes that project 2 feet 6 inches from the wall.
- All building-mounted signs shall be mounted through mortar joints only and not through bricks.

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 COA2000093, 905 West Main Street – Signs, 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.

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

**ACTION:** Approved 8-0

**b. Case COA2000094 – 1017 West Trinity Avenue – Addition and Modifications**

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

**Speakers:** Chad Wilkins spoke in support. No one spoke in opposition.

**Discussion:** Chad Wilkins gave a brief overview of the proposed project of 1017 West Trinity Avenue.

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

**MOTION:** Commissioner Goolsby made a motion that the Durham Historic Preservation Commission finds that, in the case COA2000094, 1017 West Trinity Avenue - Addition and Modifications:

- The applicant is proposing additions to the primary and accessory structures of a landmark property.
- The addition on the primary structure will be constructed with wood lap siding, and the carriage house with wood shakes; both additions will feature standing-seam metal roofs, two-over-two fiberglass-clad wood windows, eight-light aluminum-clad wood doors, and wood composite trim.
- A two-story, L-shaped steel staircase with wood treads will be constructed on the side of the accessory structure.
- Gutters and downspouts will be a black half-round and round type.
- A slightly elevated pressure-treated deck without railings will be constructed around the primary structure's new rear addition.

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 COA2000094, 1017 West Trinity Avenue – Addition and 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.

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

**ACTION:** Approved 8-0

**c. Case COA2000095 – 2015 West Club Boulevard – New Construction**

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

**Speakers:** Emily-Kate Hannapel spoke in support. No one spoke in opposition.

**Discussion:** Emily-Kate Hannapel gave a brief overview of the proposed project of 1017 West Trinity Avenue.

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

**MOTION:** Chair Hamilton made a motion that the Durham Historic Preservation Commission finds that, in the case COA2000095, 2015 West Club Boulevard – New Construction (Accessory Structure):

- The applicant is proposing to remove an existing prefab structure in the rear yard and construct a new accessory structure, along with minor site work.
- The new garage will be one and a half stories in height (21.5 feet) and 837 square feet (27 feet by 31 feet).
- The garage will be constructed with a brick veneer foundation; cementitious fiberboard shakes; nine-over-one, aluminum-clad wood windows; fiberglass and steel entry doors; a paneled steel garage door; and asphalt roof shingles.
- A split-system HVAC unit will be installed along the garage’s rear elevation, and one black metal sconce will be installed beside each garage door.
- A new section of pressure-treated wood fence will be placed between the primary and accessory structures, matching the appearance of the existing fence on-site.
- A new walkway constructed of concrete pavers identical to an existing patio will connect the primary and accessory structures.

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 COA2000095, 2015 West Club Boulevard – New Construction (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.

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

**ACTION:** Approved 8-0

*Commissioner Waiters excused early.*

**d. Case COA2000096 – 1208 Virginia Avenue – Addition**

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

**Speakers:** Diane Eckland spoke in support. No one spoke in opposition.

**Discussion:** Diane Eckland gave a brief overview of the proposed project of 1208 Virginia Avenue.

**Staff Recommendation:** Staff recommended approval of application with the condition that the windows be reused subject to approval by the appropriate jurisdiction.

**MOTION:** Commissioner Goolsby made a motion that the Durham Historic Preservation Commission finds that, in the case COA2000096, 1208 Virginia Avenue – Addition:

- The applicant is proposing an addition to a contributing structure.
- The 22-foot by 24-foot addition will be two stories in height, not exceeding the height of the original ridgeline; it will be constructed with a brick foundation; cementitious fiberboard lap siding; cementitious fiberboard panels and treated wood (to match existing gables); fiberglass-clad, triple-grid, six-over-six, double-hung wood windows; fiberglass entry and sliding glass doors; and asphalt roofing shingles.

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 COA2000096, 1208 Virginia Avenue – 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 and;
4. Three windows will be removed from the main level and reused all subject to approval by the authorities of the jurisdiction.

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

**ACTION:** Approved 7-0

## **VII. Old Business - None**

## **VIII. New Business**

### **a. Annual Election of Officers**

#### **i. Election of Chair**

Motion: Nominate Commissioner Bouchard as Chair (Johnson, Hamilton 2<sup>nd</sup>)

Action: Approved 7-0

#### **ii. Election of Vice Chair**

Motion: Nominate Commissioner Goolsby (Johnson, Hamilton 2<sup>nd</sup>)

**Action:** Approved 7–0

- b. Minor COA updates – Terri Elliott will mail out to the Commission this week.

**IX. Adjournment**

The meeting adjourned at 10:41 p.m.

Respectfully Submitted,

Terri Elliott, Clerk  
Historic Preservation Commission