

## Agenda

### HISTORIC DISTRICT COMMISSION

Regular meeting

6:30 p.m. May 1, 2024

Board Meeting Room of Town Hall Annex, 105 E. Corbin St.



**Public charge:** The Hillsborough Historic District Commission pledges to the community of Hillsborough its respect. The commission asks members of the public to conduct themselves in a respectful, courteous manner with the commission members and with fellow community members. At any time should any member of the commission or community fail to observe this public charge, the chair or the chair's designee will ask the offending person to leave the meeting until that individual regains personal control. Should decorum fail to be restored, the chair or the chair's designee will recess the meeting until such time that a genuine commitment to this public charge can be observed.

**Public comment guidelines:** All meetings shall be open to the public. The public may attend, but public comment shall be limited to those members of the public who have expert testimony or factual evidence directly related to an application on the agenda. Other public comments are permissible at the discretion of the Chair but shall not be used to render the Commission's decision on an agenda item. At the discretion of the Chair, a time limit may be placed on speakers other than the applicant to afford each citizen an equitable opportunity to speak in favor of, or in opposition to, an application.

#### 1. Call to order, roll call, and confirmation of quorum

#### 2. Commission's mission statement

To identify, protect, and preserve Hillsborough's architectural resources and to educate the public about those resources and preservation in general. The Hillsborough Historic District presents a visual history of Hillsborough's development from the 1700s to the 1960s. In 1973, the town chose to respect that history through the passage of the preservation ordinance creating the historic district.

#### 3. Agenda changes

#### 4. Minutes review and approval

Approve minutes from regular meeting on April 3, 2024

#### 5. Written decisions review and approval

Approve written decisions from regular meeting on April 3, 2024

#### 6. New business

- A. Certificate of Appropriateness Application: **122 E. Tryon Street** – Applicant is requesting after-the-fact approval to pave a previously unpaved driveway. (PIN 9874067786)
- B. Certificate of Appropriateness Application: **118 W. Tryon Street** – Applicant is requesting to build a wood post/welded wire fence on the north, west and east sides of the property and an aluminum fence on the middle west and east sides of the property. (PIN 9874070048)

101 E. Orange St., PO Box 429, Hillsborough, NC 27278  
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- C. Certificate of Appropriateness Application: **107 N. Hillsborough Ave.** – Applicant is requesting to convert an existing side deck to a screened porch. (PIN 9864763399)
- D. Certificate of Appropriateness Application: **437 Dimmocks Mill Rd.** – Applicant is requesting to install windows in the northwest wall of the mill, demolish Suite 50, regrade, and add a bus drop-off. (PIN 9864646207.006)

**7. Old business**

- A. Certificate of Appropriateness Application: **114 W. Queen Street** – Applicant is proposing to add porches to the main house, add a detached accessory dwelling unit to the northwest of the existing Strudwick kitchen structure, add a patio around the existing Strudwick kitchen structure, and construct a large shed in the northeast corner of the property. (PIN 9874071780)

**8. General updates**

**9. Adjournment**

Interpreter services or special sound equipment for compliance with the American with Disabilities Act is available on request. If you are disabled and need assistance with reasonable accommodations, call the Town Clerk's Office at 919-296-9443 a minimum of one business day in advance of the meeting.



# Minutes

## HISTORIC DISTRICT COMMISSION

Regular meeting

6:30 p.m. April 3, 2024

Board Meeting Room of Town Hall Annex, 105 E. Corbin St.



Present: Chair Will Senner and members Elizabeth Dicker, G. Miller, Sara Riek and Bruce Spencer

Absent: Vice Chair Mathew Palmer and Member Hannah Peele

Staff: Planner Joseph Hoffheimer

### 1. Call to order, roll call, and confirmation of quorum

Chair Will Senner called the meeting to order at 6:31 p.m. He called the roll and confirmed the presence of a quorum.

### 2. Commission's mission statement

Senner read the statement.

### 3. Agenda changes

There were no changes to the agenda.

### 4. Minutes review and approval

Minutes from regular meeting on March 6, 2024.

Motion: Senner moved approval of the March 6, 2024, minutes as submitted. Member Sara Riek seconded.

Vote: 5-0.

### 5. Written decisions review and approval

Written decisions from regular meeting on March 6, 2024.

Motion: Senner moved approval of the written decisions from the regular meeting on March 6, 2024, with a correction. Member G. Miller seconded.

Vote: 5-0.

Correction: Add final condition to written decision for 124 W. Union St., to reflect full set of conditions approved in the minutes.

### 6. New business

#### A. Certificate of Appropriateness Application: 207 E. Queen St.

Applicant is requesting to replace an existing chain-link fence with a black aluminum picket fence that encloses the back yard. (PIN 9874176601)

It was noted that the agenda incorrectly lists the property as 207 W. Queen St. The correct address is 207 E. Queen St.

Senner opened the public hearing and asked whether there were any conflicts of interest or bias among the commissioners. All commissioners disclosed that they had visited the site in preparation for reviewing the application. No other conflicts of interest were disclosed.

Planner Joseph Hoffheimer was sworn in. Kenneth Garrison, the property owner, was sworn in to speak on behalf of the application.

Hoffheimer introduced the application by presenting the staff report. He noted that the inventory information, application materials, and applicable design standards would be entered into the record as evidence. He provided the staff comments:

- The inventory information is slightly incorrect and does not include the exiting garage on the property.
- The Historic District Commission may approve aluminum fences on a case-by-case basis. Because the compatibility matrix does not allow chain-link fencing, staff view the proposed aluminum fencing as an upgrade over the existing fencing material.
- The commission recently approved a similar backyard aluminum fence at 309 Mitchell St.
- The proposed fence height has changed to 4.5 feet.

Garrison confirmed that the proposed project is to remove the existing chain link fence and replace it with the new fence. He confirmed that the fence line will stay the same. He said that the fence will terminate at existing shrubs, as shown where the fence terminates on the site plan. The shrubs are located in the space on the site plan where the fence does not continue.

There was discussion of whether alternative materials had been considered. Garrison said that aluminum was preferable for its aesthetics, and because the pickets would be small. He said that a wooden picket fence would block the view beyond the fence, while small aluminum pickets would allow the view beyond the fence to be more prominent.

Garrison clarified that the images on p. 28 of the agenda packet are examples from a nearby development in Hillsborough, but are not within the Historic District. He said the proposed fence will be very similar in style to the one shown in the pictures.

Garrison confirmed that the fence will attach to the house on both sides.

There was discussion of the fence's congruity with the district and with the style and vintage of the house. The commissioners agreed that the style was not incongruous with either, especially given that the fence is an upgrade from the existing fence.

Senner closed the public hearing. He summarized the commissioners' discussion saying that there appeared to be no objection or concern that the proposal was incongruous with district and that the fence did not appear to be incongruous considering the style and vintage of the property.

Motion: Miller moved to find as fact that the 207 E. Queen St. application is not incongruous with the overall character of the Historic District and complies with all relevant standards of evaluation based on the commission's discussion of the application and the standards of evaluation in Section 3.12.3 of the Unified Development Ordinance because the plans are consistent with the Historic District Design Standards: Fences and Walls. Member Elizabeth Dicker seconded.

Vote: 5-0.

Motion: Miller moved to approve the application as submitted. Dicker seconded.

Vote: 5-0.

The applicants raised a concern about a previous application that had been brought before the commission. Staff and commissioners reminded the applicants that the commission was only addressing the application that was directly before the commission that night.

## 7. Old business

### A. Certificate of Appropriateness Application: 114 W. Queen St.

Applicant is proposing to add porches to the main house, construct a detached accessory dwelling unit to the northwest of the existing Strudwick kitchen structure, and construct two sheds in the northeast corner of the property (PIN 9874071780).

Senner opened the public hearing and asked whether there were any conflicts of interest or bias among the commissioners. All commissioners disclosed that they had visited the site in preparation for reviewing the application. No other conflicts of interest were disclosed.

Stanford Morris, the property owner, was sworn in to speak on behalf of the application.

Steve Peck, past chair of Burwell School Historic Site and member of the Historic Hillsborough Commission, was sworn in.

Hoffheimer presented the staff report on the continued application. He noted that the inventory information, application materials, and applicable design standards would be entered into the record as evidence. He provided the staff comments:

- The applicant has submitted updated elevations and an updated site plan for the alterations to the existing house. The alterations are indicated by colored arrows in the elevations and blue on the footprint. The most noticeable change from the initial submission is that both screened porches now have screens on all three exterior sides.
- The applicant has submitted example photos from outside the Hillsborough Historic District that show Dutch Colonial houses with front porches that are likely original to those houses. Because the referenced porches are not in the local district and do not appear to be additions, staff have questions about the compatibility of the proposed front porch with the local district's special character.
- Example photos from the local historic district include porches with wainscotting below the screen, flat roofs over porches, shed dormers over doors, and examples of stairs and front porches on West Queen Street. Staff have no concerns about the local examples.
- The narrative for the primary structure includes plans to construct a brick patio around the Strudwick Kitchen. The proposed patio will require approval by the Historic District Commission due to its size.
- The accessory dwelling unit has been redesigned and relocated to the northwest of the Strudwick Kitchen. Because the altered outbuilding still exceeds the required setbacks and no longer adjoins a historic structure, staff do not find the relocation significant enough to justify re-notifying adjacent property owners.
- The size of the revised accessory dwelling unit now exceeds the maximum of 800 square feet currently allowed by the town's Unified Development Ordinance. The Hillsborough Historic

District should not include any existing purpose-built accessory dwelling units of this size or larger, but it may include larger accessory structures. Because the commission only evaluates exterior changes, the commission is allowed to approve the structure as submitted. However, the town's Unified Development Ordinance would have to change before staff can sign off on a building permit for the accessory building. (Staff may separately sign off on the other components of this project).

- The sheds have not changed since the January regular Historic District Commission meeting.
- Staff did not receive any public comments about the application.

There was discussion of the size of the accessory dwelling unit in response to the staff report. It was clarified that the current maximum square footage allowed is 800 square feet. Morris explained that the proposed design is 896 square feet (32 feet x 28 feet), but that he is willing to change the dimensions to 32 feet x 25 feet to meet the maximum square footage. He confirmed that the reduction in size would not change the look of the exterior of the building.

Morris explained that the suggested detachment of the accessory dwelling unit from the Strudwick Kitchen led him to relocate it to utilize the yard more appropriately. The accessory building will be visible from the Burwell School, but he felt it will be well balanced with the sheds and will complement their board and batten style and standing seam roofs.

The commission discussed the site plan for the addition to the main house.

Morris clarified that the two parallel green lines in the rear indicate existing fences and that there will be no new fence there. Hoffheimer added that the fences received minor work approval.

Morris confirmed that Chapel Hill gravel will be used for the path at the front of the house and that the path leading back toward the Burwell School is an existing mulched path.

There was discussion of how the accessory dwelling unit will be accessed. Morris said residents would walk through the grass from the parking area and that there is not plan for a path there at this time.

Morris mentioned that some trees will have to be removed or trimmed to protect the new structures, some of which he confirmed are over two feet in diameter. He said he has discussed the plans with the Tree Board. The commissioners stated that they will need to see a site plan that shows existing trees and their driplines and indicates which trees will be removed and which will remain. They referenced the design standards pertaining to preserving trees and protecting them from removal or disturbance. Senner further explained that the commissioners will need to understand the justification for why structures must be sited in places that require tree removal rather than alternative locations that would protect the trees.

Hoffheimer confirmed that he could provide some examples of site plans with trees and driplines included.

The commissioners suggested that Morris could additionally provide an arborist's letter if any of the trees to be removed are already diseased or damaged.

There was discussion of the fact that the proposed project would result in a property with five structures on it, including the existing main house and Strudwick Kitchen. The commissioners wondered if there are any other examples within the Historic District of properties that have five separate structures.

Morris reminded the commissioners that the lot is one acre, and that there are not many other similarly sized properties in the Historic District. The commissioners agreed that due to the size and configuration of the lot, they did not have concerns about the congruity of the number of structures on the site.

Morris confirmed that the stairs leading up from the front pathway will be brick, and that there will be no railing. He said the total rise would be four or five steps, or about four feet. The commissioners agreed to add brick steps as a condition of approval.

The commissioners reviewed the south elevation of the main house.

There was discussion of the front porch addition. The commissioners struggled to see the congruity of the front porch given the Dutch Colonial style of the house, despite evidence that other houses nearby have front porches. The general consensus was that although examples of Dutch Colonial houses with front porches had been identified outside of the Hillsborough Historic District, most of them appeared to be original to the house, integrated into the original architecture, which gives them a different appearance from a porch added later. Dicker referenced the design standard for porches on p. 57, Number 8, which suggests that it is not appropriate to introduce porches on character-defining elevations.

There was discussion of the width of the proposed front porch roof, which Morris confirmed would be the full width of the front of the house, with the base of the porch set one foot in from the sides of the house. He said it would look seamlessly integrated into the house. The commissioners reminded Morris of the general guidelines of the design standards that additions ought to be congruous yet distinguished from the original structure. Additions should not look so seamless that they portray a false sense of history; the evolution of the structure over time ought to be apparent.

During this discussion it was acknowledged that sometimes the standards seem to conflict with each other, and that different commissioners may have different perspectives on the same issue.

Morris argued that having a front porch would allow his household to become more integrated into the neighborhood because that is where neighbors on the block tend to gather.

There was discussion of the importance of considering a house's vintage and style as factors that contribute to the definition of the character of a house and the congruity of a particular feature. The commissioners reiterated that part of the commission's mission is to preserve the character of the neighborhood and of each individual house.

There was some agreement among the commissioners that a side porch might be less incongruous than a front porch. There was discussion that the side porch, especially when set back from the front line of the structure, would be less impactful on the character-defining elevation. It was also suggested that vegetation could be added as screening for a side porch.

Senner summarized the commissioners' discussion about the porches. He noted that two commissioners were absent, but that among the rest of the group there was fairly consistent concern about adding a front porch. Their opinion on the side porch was split, indicating that it might be possible that a side porch would not be deemed incongruous.

There was discussion of the roof. Morris said that the roofing on the entire main house would be replaced.

Morris mentioned that the cost of reroofing the house would impact the total cost estimate for the project. Hoffheimer noted that the revised cost estimate would need to be communicated to staff.

There was discussion of the south elevation.

The commissioners reiterated that though there was unanimous concern about the incongruity of the front porch, the congruity of the side porch was more justifiable. It was noted that there are many properties in the district with side porch additions that are set back from the front of the house and massed so they are clearly subordinate to the primary structure.

There was discussion of whether the proposed low side wall on the screened porch would be consistent with design standards. There was discussion of Design Standard 10 on p. 57, which addresses enclosure of porches. The commissioners discussed the design standard's implied definition of "enclosure." Most commissioners did not consider the proposed work to be enclosure of the porch.

Morris confirmed that the overhang of the east side porch would be set back from the front of the house and would not connect with the front porch.

The commissioners discussed the north elevation.

Morris confirmed that the peak of the existing roof will remain as it is, and that the dormer will not raise the roof. He clarified that the interior space will have low ceilings and will be used as an attic space storage room.

Morris explained that the gap in the drawing of the new second floor balcony was included to show that the feature behind it is a door; in reality the railing is intended to be continuous. He said the railing will be metal with a 3-inch gap between the square spindles. The new fascia board under the railing will be painted wood.

The commissioners requested that Morris provide some sample images and specifications for the fencing material. They also requested clarification on what color the materials would be. Hoffheimer clarified that staff have said in the past that colors can be approved as minor works.

There was discussion of the different style of the new windows in the dormer compared to the rest of the house. Morris said the windows would be six-foot by two-foot transom windows that could crack open for ventilation of the attic without allowing rain to enter. He added that the transom windows would be the same as the proposed windows for the sheds and accessory dwelling unit. The commissioners discussed the fact that the transom windows on the dormer are on the rear of the house and not on the character-defining side.

Morris confirmed that the screen door on the new screened porch would match the materials of the porch at the same height, with a solid bottom and screened top.

There was further discussion of the materials of the metal railing on the second floor balcony. Morris clarified that the posts and top would be wood, with metal wire between them.

There was discussion of the east elevation.

The commissioners discussed the stoop roof over the side door and generally agreed that the scaling is similar to what the commission typically approves.

There was discussion of the additional window on the second level and how it affects the symmetry of the existing window over the door. It was noted that the existing elevation does not look particularly symmetrical overall. There was discussion of other windows in the district which are asymmetrical, but on a building of different vintage and purpose, and in a different part of the district. There was discussion of whether it would be less

incongruous if the window were centered between the existing window and the chimney. It was noted that the scaling of the elevation might be inaccurate, causing the spacing of the existing features look more evenly spaced in the drawing and adding to the perceived disruption of the new window. There was discussion of whether it would be less incongruous to move the existing window, but it was noted that that solution would disrupt its symmetry over the door. It was suggested that the new window might look squeezed in, and the commissioners wondered whether the original architect would have built the house with the proposed window placement.

Morris confirmed that the new window will be identical to the other windows and will have full trim around it.

There was discussion of the visibility of the east side of the house from the street and discussion of whether there are other similar houses with windows as tightly arranged.

Dicker referenced the Design Standards for Windows, Number 8 on p. 51, which mentions that it is not appropriate to introduce or eliminate historic windows, that new locations for new windows should be inconspicuous, and that the general size and alignment of windows should be retained on non-character-defining elevations. She said that the horizontal alignment did not seem to be retained in the proposed changes.

Senner summarized the discussion of the window, noting that there is concern among the commissioners about its congruity.

The commissioners reviewed the plan view indicating the locations of additions.

Morris confirmed that the brick patio outside the Strudwick Kitchen would be 10 feet wide, and that the brick would not match the brick of the kitchen. He said that the design had changed to brick from concrete, and that the patio was no longer relevant to the structural integrity of the building as had been discussed in a prior meeting.

There was discussion of whether the elevation of the kitchen would be considered character defining because of the structure's historic nature. It was noted that the kitchen is not visible from the sidewalk or the street. Hoffheimer clarified that the patio was brought before the commission because of its size, and that patios 400 square feet and smaller are eligible for approval through minor works. The commissioners requested that Morris present more visual information about the patio, including a plan of its footprint relative to the structure.

The commissioners requested that Morris provide a materials list for each main project, including paint color, and/or where the color or material will match existing.

Morris confirmed that the fiber cement siding will be smooth side out.

The commissioners discussed the plans for the accessory dwelling unit.

Morris reiterated that three feet will be removed from the plans for the structure. The three feet will be taken from the middle, and columns will still be evenly spaced and not located in front of windows or doors.

There was discussion of the use of brick on the vertical borders of the structure, and Senner questioned whether there is detailing of a similar style within the district. There was discussion of the importance of congruity when the structure is sited in the rear of the property and not visible from the street. It was noted that the property can be seen from North Churton Street and from the Burwell School at certain times of the year. It was noted that the materials are not incongruous, and Senner stated that while that was true, he felt the application of the materials as an accent border was incongruous. Other commissioners noted that the element would be clearly read as a

modern addition reflective of the time we are in and asserted that it did not seem to be incongruous with the rest of the property.

Morris said that the juxtaposition of the siding and brick is consistent with the design of the existing main house. He wanted to tie the structures together and use the accent border as a visual transition between the board and batten sheds, the brick kitchen, and the main house.

Peck expressed support for the project and appreciation for the effort Morris has made to blend the property visually with the Burwell School while also honoring the 1960s character of the house.

Morris confirmed that there are no steps up to the porch of the accessory dwelling unit, which can be accessed from the path in the back of the house.

Discussion returned to the vertical brick accent border on the accessory dwelling unit. It was suggested that the visual transition between structures could be achieved by using brick on the bottom of the structure with siding above it. Senner said he felt that this solution would be less incongruous, though he would see it as even less incongruous if just one of the materials were chosen. Miller and Member Bruce Spencer both also expressed concern about the brick accent.

Senner reminded Morris that the commission would not be voting at this meeting, but suggested he give the subject some consideration and know that it might be a point of discussion next time. He suggested that one way to provide more details about the accent brick would be to have an architectural rendering show the materials and colors to provide justification.

Morris said the columns will be 6-inch x 6-inch posts, made from some pecan trees that had to be removed from the property earlier.

The commissioners discussed the plans for the sheds. They reiterated their desire to see color samples and indications of what color each material would be.

There was discussion of the size and quantity of the sheds and their siting on the lot.

Morris clarified that the doors on the north elevations of the sheds will be set on the diagonal.

Senner summarized the recommendations of the commission, including their requests for an updated site plan to indicate the relationship between new structures and existing trees over 24 inches in diameter and their driplines, including trees to be removed and new trees to be planted; and materials and color specifications for each major element of the proposal.

Morris consented to tabling the application for another month.

Motion:	Miller moved to table the 114 W. Queen St. application until the May 1, 2024, meeting. Senner seconded.
Vote:	5-0.

**8. General updates**

Hoffheimer announced a one-day Certified Local Government training in Chapel Hill on April 12. Miller expressed interest.



Hoffheimer gave an update that the design standards revisions would be going to the joint public hearing later in April.

Hoffheimer reported that planning staff had settled on keeping the sliding scale for fees as it is and starting the scale at a higher benchmark. The fee will be \$1 per \$1000 in estimated construction costs, with a minimum fee of \$150 for applications that go before the commission and \$25 for minor works. He mentioned that sometime in the future it may be possible to rewrite fees for demolition and major and minor certificates of appropriateness, as was discussed at the previous meeting.

**9. Adjournment**

Senner adjourned the meeting at 9:15 p.m. without a vote.

Respectfully submitted,

A handwritten signature in black ink that reads "Joseph Hoffheimer". The signature is written in a cursive, flowing style.

Joseph Hoffheimer  
Planner  
Staff support to the Historic District Commission

Approved: Month X, 202X

**BEFORE THE HILLSBOROUGH HISTORIC DISTRICT COMMISSION**

) Application for  
) Certificate of Appropriateness  
) 207 E. Queen Street  
)

This application for a Certificate of Appropriateness (“COA”) proposing to replace an existing chain-link fence with a black aluminum picket fence that encloses the back yard came before the Hillsborough Historic District Commission (the “HDC”) on April 3, 2024. The HDC held a quasi-judicial hearing and, based on the competent, material, and substantial evidence presented at the hearing, voted 5-0 to approve the Application. In support of that decision, the HDC makes the following Findings of Fact and Conclusions of Law:

**FINDINGS OF FACT**

1. The property at issue (the “Property”) is located at 207 E. Queen Street in the Town of Hillsborough. The Owner and Applicant is Kenneth B. Garrison (the “Applicant”).

2. The Application requests that the HDC grant a Certificate of Appropriateness to:

Remove the existing chain-link fence in the back and replace it with a 4.5-foot high black aluminum spaced picket decorative fence; additional fencing along the right side would complete the project, enclosing the back yard.

All work will be in accordance with the drawings and plans entered into evidence at the hearing.

3. The Property is in the Hillsborough Historic District (the “District”), designated by Ordinance No. 4.3.1.2, adopted September 11, 2023. The Hillsborough Historic District Design Standards (the “Standards”), specifically the standards for *Fences and Walls*, were used to evaluate this request, and the Application is consistent with these standards for the following reasons:

- a. The style was not incongruous with the district or with the style and vintage of the house, especially given that the fence is an upgrade from the existing fence.

4. The following individual(s) testified during the evidentiary hearing:

- a. Joseph Hoffheimer, Staff Support to the Historic District Commission, presented the staff report and comments.
- b. Kenneth Garrison, the Applicant, appeared to present testimony and evidence in support of the Application.

### **CONCLUSIONS OF LAW**

Based on the foregoing FINDINGS OF FACT, the HDC makes the following CONCLUSIONS OF LAW:

1. The Application is not incongruous with the special character of the Hillsborough Historic District. Therefore, the COA is hereby approved with the following conditions:

a. All necessary permits required by law must be obtained before work may commence. Planning staff must be notified prior to making any alterations to the approved plans.

This the 1<sup>st</sup> day of May, 2024.

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Will Senner, Chair  
Hillsborough Historic District Commission

### **APPEALS**

A decision of the Commission on an application for a Certificate of Appropriateness may be appealed to the Orange County Superior Court by an aggrieved party. Such appeal shall be made within thirty (30) days of filing of the decision in the office of the Planning Director or the delivery of the notice required in Section 3.12.11, whichever is later. Such appeals to the Orange County Superior Court are in the nature of certiorari and the court shall determine such appeals based on the record generated before the Commission.

**ITEM #6. A:**

**Address:** 122 E. Tryon Street

**Year Built:** c. 1961

**Historic Inventory Information (2013)**

This one-story, side-gabled Ranch house is four bays wide and double-pile with a brick veneer and an exterior brick chimney in the left (east) gable. The house has six-over-six wood-sash windows, a picture window flanked by double-hung windows on the left end of the façade, and a dentil cornice. The six-panel door is accessed by an uncovered concrete stoop. County tax records date the building to 1961.

**Contributing Structure?** Yes

**Proposed work**

- After-the-fact approval to pave a previously unpaved driveway.

**Application materials**

- Certificate of Appropriateness (COA) application
- Photos

**Applicable Design Standards**

- Walkways, Driveways, and Off-Street Parking: 1, 2, 6

**Staff Comments**

- The HDC recently recommended amending the compatibility matrix to allow cement as an acceptable replacement material for dirt or gravel driveways. However, until those amendments are approved by the Town Board, the current design standards remain in effect. Staff encourage the commission to consider their rationale for recommending that amendment when evaluating this application.
- Due to the age of the house, there is a possibility that a gravel driveway could be considered “historic” in this location, although there are many cement driveways at similar houses throughout the district. From online photos, the new driveway appears to be wider than the previous gravel driveway.
- Planning staff became aware of the paving from photos sent to the department on March 31, and staff sent a courtesy email to the applicants on April 2. The applicants submitted an after-the-fact application for a paved driveway on April 10, 2024.
- There was some confusion over what a previous staff member may have communicated verbally, but the paving was never approved by staff or the HDC and currently requires a Certificate of Appropriateness.
- In the future, staff highly recommend written communication and a paper trail for all similar inquiries.



TOWN OF HILLSBOROUGH

APPLICATION Certificate of Appropriateness and Minor Works

Planning and Economic Development Division 101 E. Orange St., PO Box 429, Hillsborough, NC 27278 919-296-9470 | Fax: 919-644-2390 planning@hillsboroughnc.gov www.hillsboroughnc.gov

987 - 406 - 7786 Orange County Parcel ID Number

R20 Zoning District

122 E. Tryon St Address of Project

Robert + Marjorie Foy Applicant Name

Property Owner (if different than applicant)

1106 Lalenew Drive Applicant's Mailing Address

Property Owner's Mailing Address

Cedar Grove, NC 27231 City, State ZIP

City, State ZIP

919 644 1122 Applicant Phone Number

Property Owner's Phone Number

missyfoy@hotmail.com Applicant's Email

Property Owner's Email

Description of Proposed Work: paving driveway to create hard surface for ADA accessibility

Estimated Cost of Construction: \$ 6,000

(and removal of 3" of stone to keep driveway at same level/also making a colored area around a tree base to appease neighbor)

The Historic District Design Standards, Exterior Materials Compatibility Matrix, and Certificate of Appropriateness application process can be found on the Town of Hillsborough's website: https://www.hillsboroughnc.gov/hdc.

Applicant and Owner Acknowledgment and Certification

I am aware that Historic District Design Standards, Exterior Materials Compatibility Matrix, and Unified Development Ordinance requirements are the criteria by which my proposal will be evaluated for compatibility, and I certify that I, and/or my design professional under my direction, have reviewed my application materials with Planning Staff for compliance to the standards in those adopted documents. I understand that I, or my representative, must attend the HDC meeting where this application will be reviewed. I further understand that town employees and/or commissioners may need access to my property with reasonable notice to assess current conditions, and to assist them in making evidence-based decisions on my application and that I am not to speak to any commissioner about my project until the public meeting at which it is under consideration.

[Signature] Applicant's Signature (Optional)

4-10-2024 Date

[Signature] Property Owner's Signature (Required)

4-10-2024 Date

**Submittal Requirements**

The following documents and plans are required to accompany your COA application in order for it to be deemed complete and scheduled for commission review. Planning staff will determine when all submittal requirements have been met. The first FOUR complete COA applications submitted by the deadline will be heard on any HDC agenda.

All applications must include the following documents and plans:

(Provide a digital copy if plans are larger than 11"x17")

- Detailed narrative describing the proposed work and how it complies with all adopted standards.
- Existing **and** Proposed Dimensioned Plans (see below):
  - Site Plan (if changing building footprint or adding new structures, impervious areas or site features, including hardscaping)
  - Scaled Architectural Plans (if changing building footprint or new construction)
  - Scaled Elevations (if adding or changing features of a structure)
  - Landscaping Plans (required for all new construction and for significant landscaping or tree removal and re-planting)
  - Tree Survey (required for new construction when trees over 12" diameter at breast height are on site - show both existing and those to be removed)
  - Sign Specifications (if adding, changing, or replacing signage)
- Itemized list of existing and proposed exterior materials including photos and specifications, colors, etc. (Siding, trim and fascia, roof and foundation materials, windows, shutters, awnings, doors, porch and deck flooring, handrails, columns, patios, walkways, driveways, fences and walls, and signs, etc.).
- Photographs, material samples, examples of comparable properties in the district (if using them as basis for specific designs), plans, or drawings that will help to clarify the proposal, if applicable, or if required by staff as part of the review.

- (1) use of porous concrete, 3" depth, after removal of 3' of stone.
- (2) same species as existing driveway
- (3) created curved space around a tree base on our property (left on) to appease next door neighbor

**Staff Use Only:**

**COA fee (\$1 per \$1000 of construction costs, \$10 minimum)  
or Minor Works fee (\$10 flat fee):**

Amount: \$ 1500

After-the-fact application (\$100 or double the COA fee\*):  
\*whichever is greater

Amount: \$ 300

Total Due: \$ 300

Receipt #: 060291

Received by: Joseph Hottelheimer Date: 4/10/24

This application meets all Unified Development Ordinance requirements and has been reviewed for compliance with all approved materials.

N/A       Yes      Zoning Officer: \_\_\_\_\_

This application meets public space division requirements.

N/A       Yes      Public Space Manger: \_\_\_\_\_

**Historic Architectural Inventory Information**

Original date of Construction: \_\_\_\_\_

Description of the Property:

Applicable Design Standards:

Other reviews needed?

Hillsborough Zoning Compliance Permit     Orange County Building Permit     Other: \_\_\_\_\_

**Minor Works Certificate of Appropriateness Application Decision**

Approved       Referred to HDC

Minor Works Reference(s): \_\_\_\_\_

**Certificate of Appropriateness Decision**

Approved       Denied      Commission Vote: \_\_\_\_\_

Conditions or Modifications (if applicable):

\_\_\_\_\_  
Historic District Staff Signature

\_\_\_\_\_  
Date











**ITEM #6. B:****Address:** 118 W. Tryon Street**Year Built:** c. 1772, c. 1790, 1999**Historic Inventory Information (2013)**

Designated a National Historic Landmark, the Nash-Hooper house is a two-story, side-gabled frame house that is three bays wide and double-pile. The majority of its exterior finishes are from the later, Greek Revival period including the exterior end brick chimneys, nine-over-nine wood-sash windows on the first floor and six-over-six windows on the second floor. The six-panel door, centered on the façade, has leaded glass sidelights and a leaded-glass transom. The near-full-width, hip-roofed porch is supported by octagonal columns and has a turned railing. A one-story, gabled wing projects from the right rear (northeast). The interior features a center hall, flanked by one room at each level, with a lateral stair hall at the rear on both floors. In addition to the original mantel, a variety of Federal, Greek Revival, and late 19th and early 20th century features exist inside. A hyphen at the rear (north) of the sitting room addition connects to a one-story gabled wing from which a one-and-a-half-story, gabled garage is attached. The garage has plain weatherboards, six-over-six windows, three overhead doors on the west elevation, and a cupola on the ridge line. The addition and garage, not visible from the street, were constructed in 1999 [HDC]. Francis Nash purchased this property in 1772 and built the main two-story block of this house on lot 96 for his bride, Sally Moore of the Cape Fear region. After Nash's death at the Battle of Germantown in 1777, the property passed through several hands before acquisition in 1782 by William Hooper, a signer of the Declaration of Independence who had moved with his family from their home near Wilmington to Hillsborough in the late 1770s. At his death in 1790 the house passed to his widow and then to his daughter, Elizabeth Hooper Walters, who added a sitting room on the rear, which is the present kitchen. After her death in 1844, the house was eventually passed to Dr. William Hooper, grandson of the signer. About 1870, William A. Graham, who had been governor of North Carolina in the 1840s, purchased the property and the family owned it until 1906. Since that time it has been owned by a number of families. The house was designated a National Historic Landmark because it is the only surviving home of any of North Carolina's three signers of the Declaration of Independence.

**Contributing Structure?** Yes**Proposed work**

- Build a wood post/welded wire fence on the north, west, and east sides of the property and an aluminum fence on the middle west and east sides of the property.

**Application materials**

- Certificate of Appropriateness (COA) application
- Narrative (including materials)
- Site plan
- Photos

**Applicable Design Standards**

- Fences and Walls: 8, 9

**Staff Comments**

- The HDC may approve aluminum fences on a case-by-case basis and recently has approved similar backyard aluminum fencing at 309 Mitchell St. and 207 E. Queen St.





TOWN OF  
HILLSBOROUGH

### Certificate of Appropriateness and Minor Works

Planning and Economic Development Division  
101 E. Orange St., PO Box 429, Hillsborough, NC 27278  
919-296-9470 | Fax: 919-644-2390  
planning@hillsboroughnc.gov  
www.hillsboroughnc.gov

987 407 0048

Orange County Parcel ID Number

Zoning District

118 W. Tryon St, Hills

Address of Project

Robert and Mary Ann Peter

Applicant Name

Property Owner (if different than applicant)

118 W. Tryon St

118 W. Tryon St

Applicant's Mailing Address

Property Owner's Mailing Address

Hillsborough, NC, 27278

Hillsborough, NC, 27278

City, State ZIP

City, State ZIP

919-732-6073

919-732-6073

Applicant Phone Number

Property Owner's Phone Number

maryannpeter@earthlink.net

maryannpeter@earthlink.net

Applicant's Email

Property Owner's Email

Description of Proposed Work: Deer fencing to back and sides of property

Estimated Cost of Construction: \$ 15,000

*The Historic District Design Standards, Exterior Materials Compatibility Matrix, and Certificate of Appropriateness application process can be found on the Town of Hillsborough's website: <https://www.hillsboroughnc.gov/hdc>.*

#### Applicant and Owner Acknowledgment and Certification

I am aware that Historic District Design Standards, Exterior Materials Compatibility Matrix, and Unified Development Ordinance requirements are the criteria by which my proposal will be evaluated for compatibility, and I certify that I, and/or my design professional under my direction, have reviewed my application materials with Planning Staff for compliance to the standards in those adopted documents. I understand that I, or my representative, must attend the HDC meeting where this application will be reviewed. I further understand that town employees and/or commissioners may need access to my property with reasonable notice to assess current conditions, and to assist them in making evidence-based decisions on my application and that I am not to speak to any commissioner about my project until the public meeting at which it is under consideration.

Robert H Peter 4-9-24  
Applicant's Signature (Optional) Date  
Mary Ann Peter

Robert H Peter 4-9-24  
Property Owner's Signature (Required) Date  
Mary Ann Peter

**Staff Use Only:**

**COA fee (\$1 per \$1000 of construction costs, \$10 minimum)  
or Minor Works fee (\$10 flat fee):**

Amount: \$ 15.00

After-the-fact application (\$100 or double the COA fee\*):  
*\*whichever is greater*

Amount: \$ \_\_\_\_\_

Total Due: \$ 15.00

Receipt #: 060290

Received by: Joseph Hoffheimer

Date: 4/10/24

This application meets all Unified Development Ordinance requirements and has been reviewed for compliance with all approved materials.

N/A  Yes

Zoning Officer: Joseph Hoffheimer

This application meets public space division requirements.

N/A  Yes

Public Space Manger: \_\_\_\_\_

**Historic Architectural Inventory Information**

Original date of Construction: \_\_\_\_\_

Description of the Property: \_\_\_\_\_

Applicable Design Standards: \_\_\_\_\_

Other reviews needed?

Hillsborough Zoning Compliance Permit  Orange County Building Permit  Other: \_\_\_\_\_

**Minor Works Certificate of Appropriateness Application Decision**

Approved  Referred to HDC

Minor Works Reference(s): \_\_\_\_\_

**Certificate of Appropriateness Decision**

Approved  Denied

Commission Vote: \_\_\_\_\_

Conditions or Modifications (if applicable): \_\_\_\_\_

\_\_\_\_\_  
Historic District Staff Signature

\_\_\_\_\_  
Date



Request for Approval  
Hillsborough Historic District  
Robert and Mary Ann Peter  
118 W Tryon St., Hillsborough, NC

April 9, 2024

The following provides supporting documentation for the request to build a wood post/welded wire fence at the property boundary on the north, west and east sides of our property, within the wooded areas, and a metal fence toward the middle of the west and east sides of our property, areas where it will be seen by people coming to our home. We have had more and more issues with the deer in our yard and we have lost many plants to them that we carefully chose and planted. The deer population is clearly increasing and bringing with it tick transmission as well as destruction of the plants. Incidentally, we have been asked to be on the Hillsborough Garden Club's Centennial Tour in May 2025, but it is contingent on our having a fence and replanting flowers and plants in our yard that have been destroyed.

The proposal is for installation of a 6 ft. high welded wire/wood fence along the wooded rear west, north and east rear sides of our property and 6 ft. aluminum fences to the middle west and east sides of our property, attached to the garage or the house. The GIS diagram will clarify where the fences will be placed. None of the fences will be seen from the street since they are either in wooded areas or are screened by bushes, 7 feet tall or higher. (EXHIBIT 1) The measurement of our property is approximately 2.4 acres and the fence would enclose about half of that space.



Exhibit 1



The proposed post and wire fence would be installed along the north property line, approximately 250 feet, along the west property line, approximately 150 feet, and to the east property line, approximately 130 feet. (EXHIBIT 2) The east property line already has an existing post and wire fence between the marks "A" and "A" (EXHIBIT 3) on, approximately 150 feet in length, and the new fence would be connected to the existing fence. The pressure treated 4" round posts would be 6 ft. high (above ground), installed at 8-10 ft intervals. The fencing would be constructed of black welded wire, 2"x 4", to make it less visible. There will be two pedestrian gates located along the north side. This fencing replicates the fence on Hillsborough town property installed along Calvin St entrance to Riverwalk: EXHIBIT 4

The black aluminum fencing, chosen because it will be seen by people coming to the house, would be installed 1) to connect the west side post/wire fence to the garage, and 2) to connect the east side post/wire fence to the house on the east side. There will be a gate to allow lawn equipment on the west side and two pedestrian gates on the east side. The diagram shows these connections. The style of the fencing is similar to that approved by HDC to other applicants (for instance: Frances and William Harris, Mitchell St). EXHIBIT 5, is similar to the style chosen for our yard, except it would be 6 ft. tall.

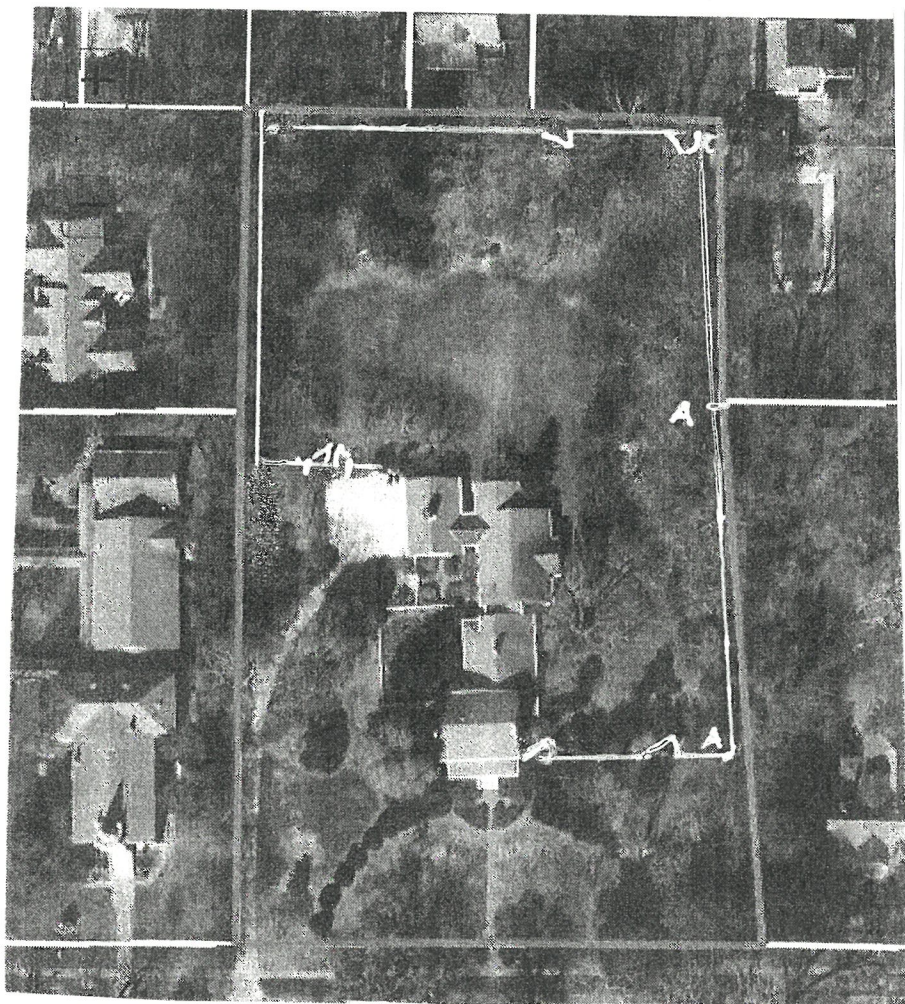


Exhibit 2



Exhibit 3





Exhibit 4



Exhibit 5

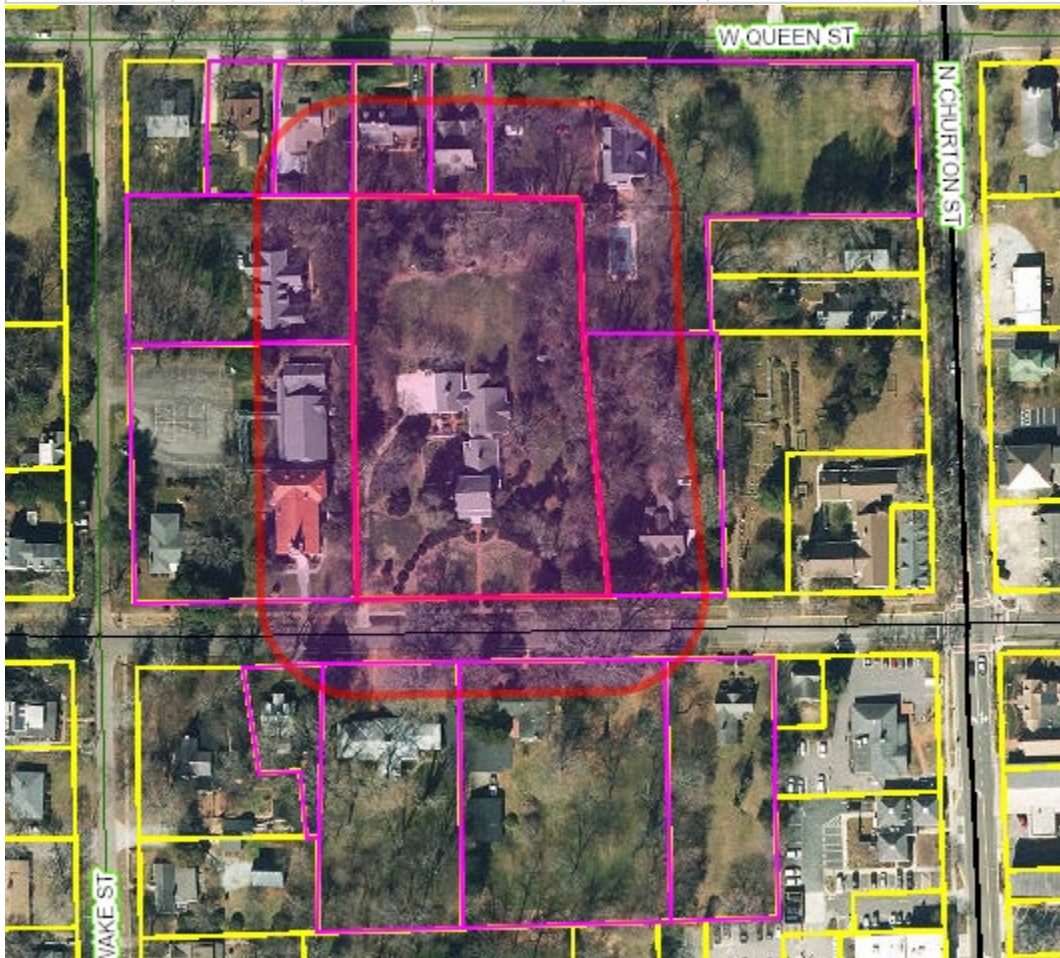


I, Joseph Hoffheimer, hereby certify that all property owners within 100 feet of and the owners of PIN 9874070048 (the affected property) have been sent a letter of notification of the Certificate of Appropriateness application before the Historic District Commission by first class mail in accordance with the Hillsborough Zoning Ordinance.

4/17/2024  
Date

Joseph Hoffheimer, Planner  
(for Hillsborough Planning Department)

PIN	OWNER1_LAS	OWNER1_FIR	OWNER2_LAS	OWNER2_FIRS	ADDRESS1	CITY	STATE	ZIPCODE
9864968895	LLOYD	EVELYN P			169 W TRYON ST	HILLSBOROUGH	NC	272782551
9864969720	ROBERTS INV				143 W TRYON ST	HILLSBOROUGH	NC	27278
9864977085	HILLSBOROU	METHODIST			130 W TRYON ST	HILLSBOROUGH	NC	27278
9864977283	WATERS	MICHAEL D			210 N WAKE ST	HILLSBOROUGH	NC	27278
9864978358	WHITMORE	WILLIAM M	WHITMORE	DOROTHY M	125 W QUEEN ST	HILLSBOROUGH	NC	27278
9864978447	MARTINSON	CHARLES F	MARTINSON	MELINDA R	755 LORENTELO CIR	HILLSBOROUGH	NC	27278
9864979338	CAMERON	MARCIA P			123 W QUEEN ST	HILLSBOROUGH	NC	272782141
9874061722	ROBERTS	GRACE M			143 W TRYON ST	HILLSBOROUGH	NC	27278
9874062770	WINDHAM	GLADYS S	JOHNSON	PAMELA WIND	10101 DEEPWOOD CI	RICHMOND	VA	23238
9874070048	PETER	ROBERT H	PETER	MARY ANN	118 W TRYON ST	HILLSBOROUGH	NC	272782552
9874070318	ESPERSEN	NANCY L			117 W QUEEN ST	HILLSBOROUGH	NC	272782141
9874072035	GURGANUS	ALLAN M			P O BOX 1619	HILLSBOROUGH	NC	27278
9874072378	SMITH	LEE	CROWTHER	HAROLD B	219 N CHURTON ST	HILLSBOROUGH	NC	272782535



**ITEM #6. C:**

**Address:** 107 N. Hillsborough Ave.

**Year Built:** c. 1970

**Historic Inventory Information (2013)**

This one-story, side-gabled Ranch house is four bays wide and double-pile. It has a concrete-block foundation, aluminum siding, and one-over-one windows. The six-panel front door is sheltered by an aluminum awning and accessed by concrete-block steps. There is a three-light transom to the right (north) of the entrance. A second entrance on the left (south) elevation has a concrete stoop with wood railing. County tax records date the building to 1970.

**Contributing Structure?** Yes

**Proposed work**

- Convert an existing side deck to a screened porch.

**Application materials**

- Certificate of Appropriateness (COA) application
- Narrative
- Existing photos
- Proposed project description
- Proposed materials
- Neighborhood precedents
- Design standards compatibility
- Rendering
- Site plans (existing and proposed)
- Elevations
- Light fixtures

**Applicable Design Standards**

- Additions to Residential Buildings: 2 – 13

**Staff Comments**

- The compatibility matrix only allows MasterRib roofing on a case-by-case basis for additions. However, the existing structure has a MastrerRib roof.



TOWN OF  
HILLSBOROUGH

**Certificate of Appropriateness (COA) & Minor Works Application**

9864 76 3399

Orange County Parcel ID Number

Mitchel Sorin

Applicant Name

586 Brandon Road

Applicant's Mailing Address

Black Mountain, NC 28711

City, State, Zip

828-775-0646

Applicant's Phone Number

mitchelsorin@gmail.com

Applicant's Email

R20 Historic

Zoning District

107 N Hillsborough Ave

Address of Project

Property Owner (if different than applicant)

Property Owner's Mailing Address

City, State, Zip

Property Owner's Phone Number

Property Owner's Email

Description of Proposed Work: convert existing side deck to screened porch

Estimated Cost of Construction: \$ 25,000

The Historic District Design Standards, Exterior Materials Compatibility Matrix, and Certificate of Appropriateness application process can be found on the Town of Hillsborough's website: <http://www.hillsboroughnc.gov/government/advisory-boards/historic-district-commission>

**Applicant and Owner Acknowledgment and Certification**

I am aware that Historic District Design Standards, Exterior Materials Compatibility Matrix, and Unified Development Ordinance requirements are the criteria by which my proposal will be evaluated for compatibility, and I certify that I, and/or my design professional under my direction, have reviewed my application materials with Planning Staff for compliance to the standards in those adopted documents. I understand that I, or my representative, must attend the HDC meeting where this application will be reviewed. I further understand that Town employees and/or Commissioners may need access to my property with reasonable notice to assess current conditions, and to assist them in making evidence-based decisions on my application and that I am not to speak to any Commissioner about my project until the public meeting at which it is under consideration.

3/20/24

Applicant's Signature (Optional)

Date

Property Owner's Signature (Required)

Date

**SUBMITTAL REQUIREMENTS:** The following documents and plans are required to accompany your COA application in order for it to be deemed complete and scheduled for Commission review. Planning staff will determine when all submittal requirements have been met. The first FOUR complete COA applications submitted by the deadline will be heard on any HDC agenda.

**All applications must include the following documents and plans (Provide a digital copy if plans are larger than 11"x17"):**



Detailed narrative describing the proposed work and how it complies with all adopted standards.



Existing **and** Proposed Dimensioned Plans (see below):

- Site Plan (if changing building footprint or adding new structures, impervious areas or site features, including hardscaping)
- Scaled Architectural Plans (if changing building footprint or new construction)
- Scaled Elevations (if adding or changing features of a structure)
- Landscaping Plans (required for all new construction and for significant landscaping or tree removal and re-planting)
- Tree Survey (required for new construction when trees over 12" dBH are on site - show both existing and those to be removed)
- Sign Specifications (if adding, changing, or replacing signage)



Itemized list of existing and proposed exterior materials including photos and specifications, colors, etc. (Siding, trim and fascia, roof and foundation materials, windows, shutters, awnings, doors, porch and deck flooring, handrails, columns, patios, walkways, driveways, fences and walls, and signs, etc.).



Photographs, material samples, examples of comparable properties in the district (if using them as basis for specific designs), plans, or drawings that will help to clarify the proposal, if applicable, or if required by staff as part of the review.



**STAFF USE ONLY:**

COA fee (\$1 per \$1000 of Construction Costs, \$10 minimum) or  
Minor Works fee (\$10 flat fee):

Amount: \$ 25

After-the-fact application: (\$100 or double the COA/Minor Works fee\*)  
\*whichever is greater

Amount: \$ \_\_\_\_\_

Total due: \$ 25

Receipt #: 3D7F4PK4DD

Received by: Joseph Hoffheimer Date: 4/4/2024

This application meets all Unified Development Ordinance requirements and has been reviewed for compliance with all approved materials.

N/A                       Yes                      Zoning Officer: \_\_\_\_\_

This application meets public space division requirements.

N/A                       Yes                      Public Space Manager: \_\_\_\_\_

**Historic Architectural Inventory Information:**

Original date of construction: \_\_\_\_\_

Description of property:

Applicable Design Standards:

**Historic Commission-Design Guidelines**

Other reviews needed?

Hillsborough Zoning Compliance Permit

Orange County Building Permit

Other: \_\_\_\_\_

**Minor Works Certificate of Appropriateness Application Decision:**

Approved

Referred to HDC

Minor Works Reference(s): \_\_\_\_\_

**Certificate of Appropriateness Decision:**

Approved

Denied

Commission Vote: \_\_\_\_\_

Conditions or Modifications (if applicable):

\_\_\_\_\_  
Historic District Staff Signature

\_\_\_\_\_  
Date

March 20, 2024

**Certificate of Appropriateness Application – PROJECT NARRATIVE**

Owner: Mitchel and Denise Sorin  
107 N. Hillsborough Ave  
Hillsborough, NC 27278

**Project Introduction-Existing Conditions**

Located at 107 N Hillsborough Avenue, the existing house is a 1-story ranch style wood-framed structure of approximately 850 square feet with three bedrooms and one bath. From previous MLS information, it appears that the house was constructed sometime during the 1970's, possibly in 1973. The existing house construction includes a concrete block crawlspace foundation wall, exterior aluminum siding, and a galvanized metal roof, commonly referred to as "master rib" roofing. Exterior features include a covered front porch with concrete steps, a covered side porch, and a wood on-grade deck on the south side of the house.

**Existing site-house**





Existing Gravel Parking Area



Existing Roof Material – “Master Rib” metal roofing



Existing Exterior Hot Water Heater Enclosure w/Lattice Screen



## **Proposed Project Description**

The proposed project includes construction of a new, wood-framed screen porch of approximately 175 square feet to replace the existing wood on-grade deck. Construction will include a wood framed floor set on wood foundation posts, screened walls, and a galvanized metal gable roof. The height of the new porch roof will match the existing roofline. Fiber cement trim will match the existing house trim color.

The new porch will be located on the south side of the house in the location of an existing wood deck minimizing land disturbance. The existing trees adjacent to the new porch shall be maintained with minimal tree limbing to clear the new roof. New wood steps will provide access from the side yard parking area. The existing exterior hot water heater metal enclosure will be enclosed with new wall framing and incorporated into the new construction. The new siding and trim of this enclosure will match the existing house and porch trim. A new exterior light fixture will be provided for general illumination at the entry steps.

## **Proposed Materials**

1. Foundation: Wood posts set on concrete footings
2. Floor framing: Wood framing
3. Walls: Wood posts and mesh screening
4. Trim: Fiber cement trim (Color shall be compatible with existing house trim)
5. Roof: Wood structural framing with galvanized metal roofing to match existing (MasterRib)

## **Neighborhood Precedents**

Historic districts are typically neighborhoods that have grown and expanded over time with the needs and characteristics of the respective times reflected in the homes and structures erected during those times. These included such things as new additions, outbuildings, and other house renovations. As homeowners' families grew and their needs changed, homes were modified to provide additional space for growing families and provide for additional functionality, such as outbuildings for car garages, or for garden tools, or additional living space, whether this was interior heated space or sunroom/screened porches to accommodate changing lifestyles.



The following photographs illustrate some of the neighborhood “additional house structures” that were not part of the original house but added later. These neighborhood examples are representative of the proposed screened porch for 107 N Hillsborough Ave:

1. Example 1



Screen Porch Addition

412 W King St.

2. Example 2



Screened Porch Addition

409 W. King St.

### 3. Example 3



Screened Porch  
Addition

107 S. Hassel St.

### **Historic District Design Standards**

After careful review of the HDC Design Standards, it is the applicant's understanding that the proposed project complies with and supports the goals of the Historic Design Commission and provides a new screened porch addition that is consistent with and compliments the existing house structure in a manner that is consistent with the Historic District Design Standards.

The goals of the Design Standards are as follows: (excerpts from the 2021 Design Standards)

*"The goal of the Design Standards is to promote awareness and good stewardship of Hillsborough's historic resources, as well as to encourage compatible and equitable new construction in the Hillsborough Historic District..."*

Other goals of the Design Standards are intended "... to preserve and maintain the historic integrity of buildings as well as maintain new designs that are consistent with the character of the historic district and compliments the existing buildings."

The proposed design provides a design that compliments the existing home, is consistent and compatible with the existing character of the Historic District and complies with the goals of the Design Standards in the following manner:



The proposed design is situated on the south side of the house that will replace the wood patio and provides for the following:

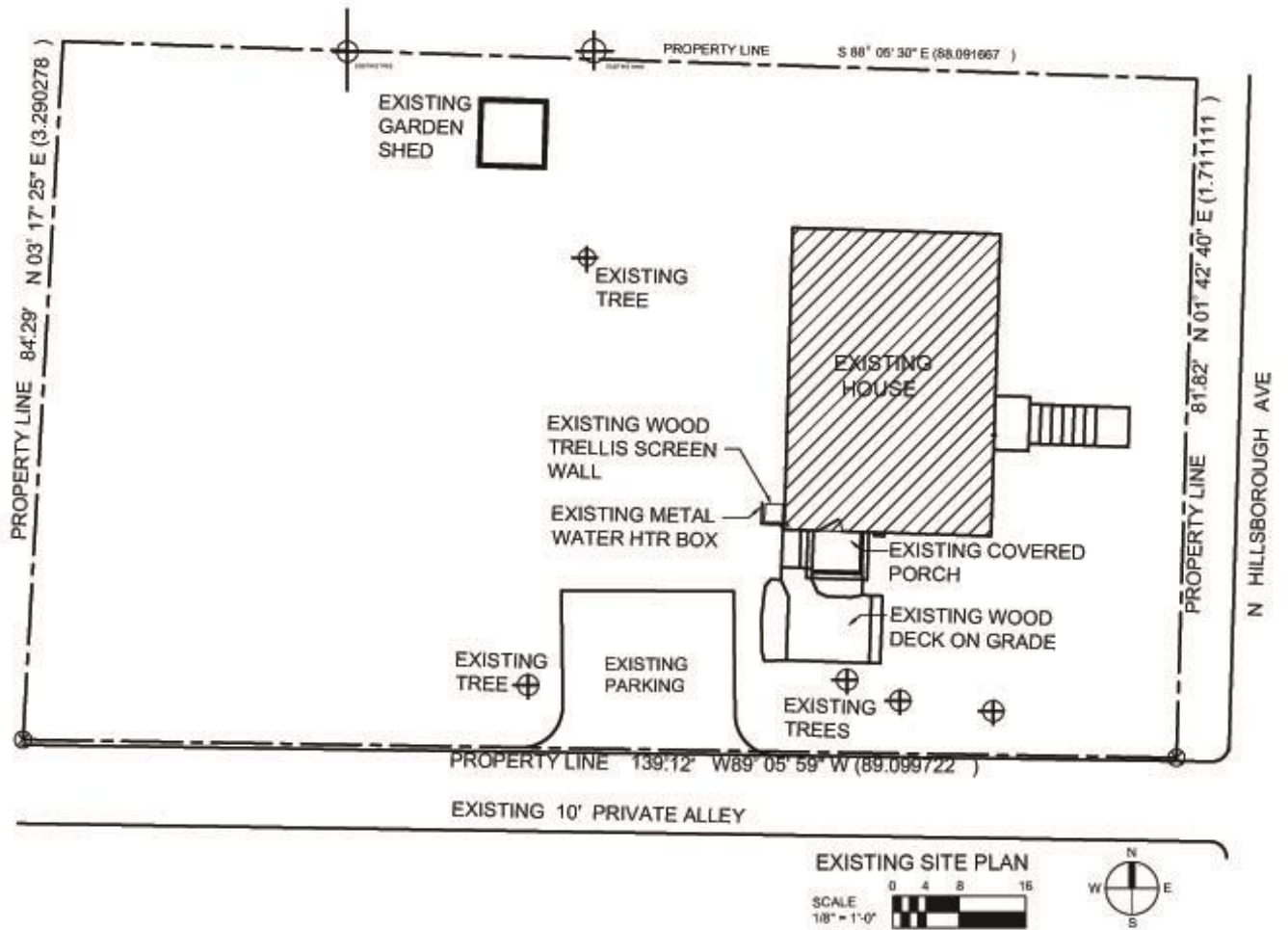
1. Minimizes site grading
2. Minimizes site disturbance by replacing a structure already in place, minimizing any additional land disturbance
3. Maintains the existing trees
4. Provides a design that is compatible in height, scale, and massing to the existing house and neighborhood.
5. Includes materials and colors that are consistent with and compatible with the existing structure and neighborhood.

### Supporting Documents

- View from North Hillsborough Ave and private alley

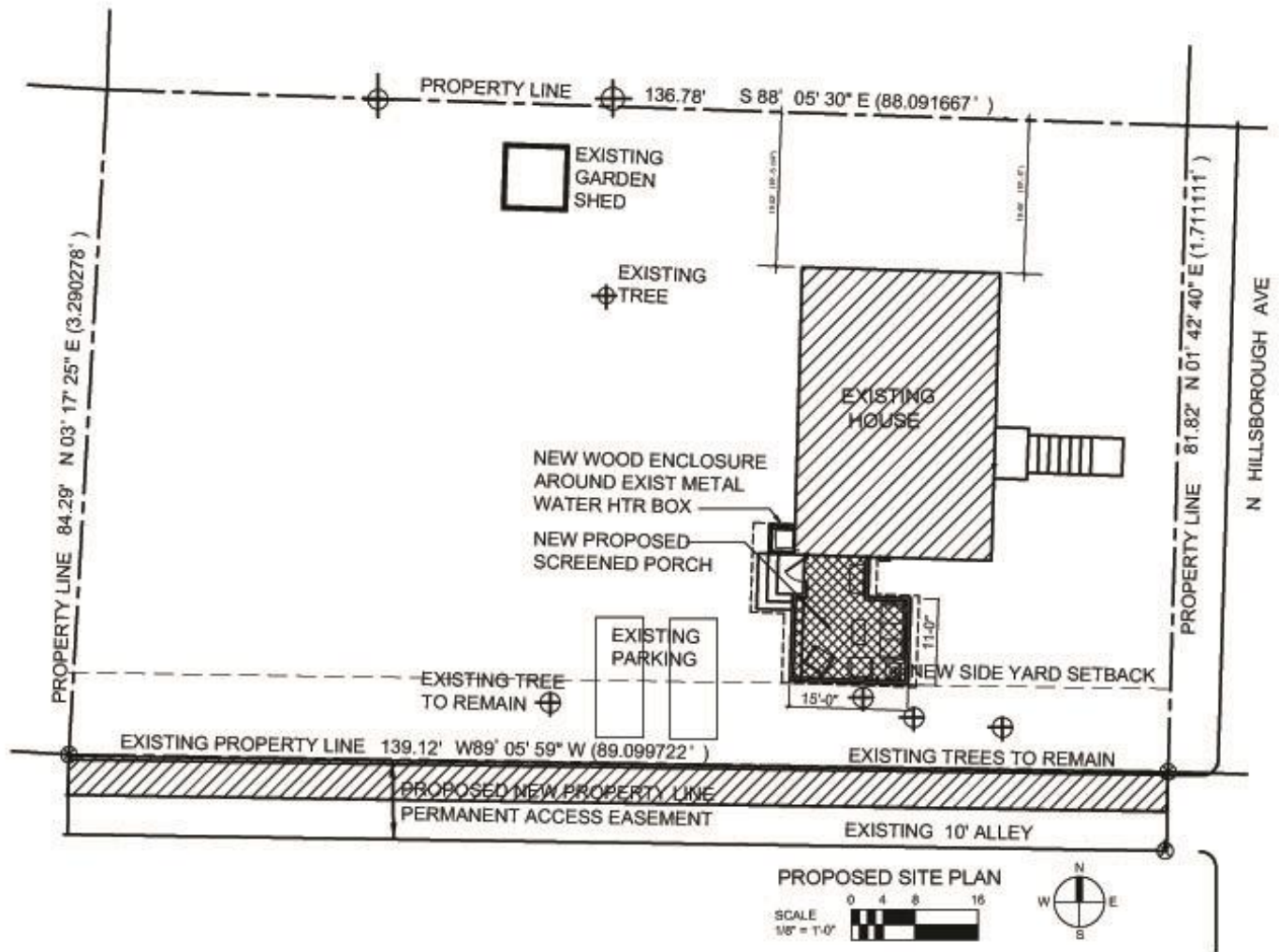


- Site Plan – Existing





- Site Plan – Proposed



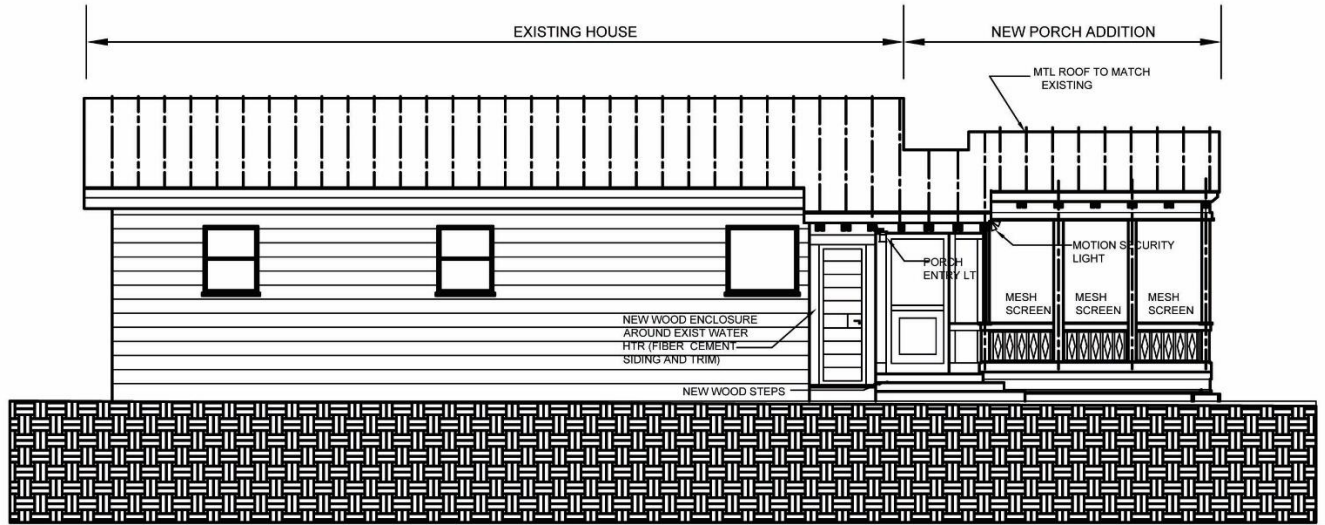
- Porch Elevation – East – View from Street



- Porch Elevation – South – View from Alley



- Porch Elevation – West – View from Backyard



- Proposed Exterior Porch Light



- Proposed Motion Security Light



I, Joseph Hoffheimer, hereby certify that all property owners within 100 feet of and the owners of PIN 9864763399 (the affected property) have been sent a letter of notification of the Certificate of Appropriateness application before the Historic District Commission by first class mail in accordance with the Hillsborough Zoning Ordinance.

4/17/2024  
Date

Joseph Hoffheimer, Planner  
(for Hillsborough Planning Department)

PIN	OWNER1_LAST	OWNER1	OWNER2	OWNER2	ADDRESS1	CITY	STATE	ZIPCODE
9864761352	DELON	KENNETH			PO BOX 123	Hillsboro	NC	27278
9864762352	WORTH PROPERTY C				1721 RIVERSIDE DR	HILLSBORO	NC	27278
9864762510	SNYDER	RANDALL	SNYDER	DOROTHY	110 N NASH ST	HILLSBORO	NC	27278
9864762517	VIZVARY	GINA ROSI			112 N NASH ST	HILLSBORO	NC	27278
9864763236	CICALE	REBECCA	CICALE	MICHAEL J	418 W KING ST	HILLSBORO	NC	27278
9864763399	SORIN	DENISE A	SORIN	MITCHEL S	586 BRANDOB RD	BLACK MON	NC	28711
9864763563	SMITH	JANICE			111 N HILLSBOROUGH AV	HILLSBORO	NC	27278
9864764300	LAWRENCE	EMILY ESTI			414 W KING ST	HILLSBORO	NC	2.73E+08
9864764390	COLLINS	JOHN DUF	LITRELL	HANNAH F	412 W KING ST	HILLSBORO	NC	27278
9864765460	KING	ROBERT B			108 N HILLSBOROUGH AV	HILLSBORO	NC	27278
9864765530	SHELL	JESSICA			111 N OCCONEECHEE ST	HILLSBORO	NC	27278
9864765711	KNOTTS	CHRISTOP	CARMICHA	MEIGHAN	119 N OCCONEECHEE ST	HILLSBORO	NC	27278





**ITEM #6. D:**

**Address:** 437 Dimmocks Mill Rd.

**Year Built:** 1896, 1904, c. 1917, c. 1923, c. 1970, c. 1971

**Historic Inventory Information (2013)****Suite 50 (Section E7/Mill Office):**

A two-story standalone office building [E7] was constructed in c. 1970 north of the 1917 weaving room [C1]. Constructed of brick, the office stands in the northeast section of the property right on Dimmocks Mill Road. The building contains 1,330 square feet and is a simple square building with a flat roof and no architectural detail. A concrete stoop stands on the east end of the north facade, and a covered walkway extends from the south elevation and connects to the c. 1971 addition [C5] to the weaving room [C1]. The interior is divided into reception and office spaces with wood paneling on the walls throughout.

**Northwest Wall (Sections A7, C4, and C5 of the Main Mill):**

In c. 1923, an addition [A7] was built north of the lapper room [A2] and opening and picker room [A3]. This two-story addition was constructed to match the styling of the original main mill, but it is slightly taller than the original main mill, and the roof slopes slightly where it joins the lapper room [A2]. Like the main mill, this addition has a shallow gable roof. The southeast and northwest elevations are fifteen bays long, and historic photos show double-hung sash windows like those on the original main mill. Those window openings have been filled with brick, and the north elevation was brick veneered, probably in the 1970s. The north side features three loading docks that were likely added in the late 1980s when the mill was converted to warehouse and flex space. Along the southwest elevation, a few of the filled window openings are visible between subsequent additions (a c. 1931 two-story windowless brick addition [A9] and a c. 1976 single-story brick addition [A12]) and the c. 1923 elevator tower and waste engine room [A9] (subsequently covered in white corrugated metal).

The two-story infill section [C4] has steel post and I-beam construction and a shallow metal decking gable roof, and added 60,000 square feet to the mill complex. A three-story brick elevator tower sits at the south corner of this enclosure, within the footprint of the 1904 section [B1]. In the early 1970s, the entire north facade of the mill was veneered to give the appearance of a continuous structure instead of a mishmash of the three different sections. No windows exist on the northwest or southeast walls of the infill addition [C4]. A large loading bay door was added to the northwest facade, likely in the mid-1980s after mill operations stopped.

Around 1971, another addition of over 12,000 square feet [C5] was built off the northwest exterior wall of the 1917 weaving house [C1]. This single-story brick addition has a flat roof, a single entrance on the northwest elevation, and a loading bay garage door on the northeast elevation. Two small single-story brick additions [C6 and C7] were made to this section in c. 1985, and they function as office space. The larger of the two additions [C6] has four single-pane square windows, an entry on the northeast elevation, and a large three-pane black aluminum store-front window on the southeast elevation. The smaller addition is largely blind save a single metal door on the northeast elevation.

**Contributing Structure?** Yes

Suite 14 is not considered contributing for National Register purposes but is over 50 years old, which is the threshold the HDC typically uses for determining what is historic.

Staff interpret that the National Register nomination indicates the northwest wall is over 50 years old and contributing for National Register purposes. Even though much of this section was veneered in the early 1970s, staff's copy of the National Register nomination does not describe these sections as noncontributing.

#### **Proposed work**

- Install windows in the northwest wall of the mill
- Demolish Suite 50
- Regrade and add a patio
- Add a bus drop-off

#### **Application materials**

- Certificate of Appropriateness (COA) application
- Scope of work/description of project
- Dimensions
- Materials and finishes
- Appropriateness
- Site plan
- Existing and proposed plans
- Existing photographs
- Existing and proposed elevations

#### **Supplemental materials**

- National Register nomination
- Local landmark designation ordinance

#### **Applicable Design Standards**

- Secretary of the Interior's Standards for Rehabilitation: 1, 2, 3, 4, 6, 9
- Unified Development Ordinance Section 3.12.6
- The HDC also may want to review any relevant sections of the Historic District Design Standards

#### **Staff Comments**

- The commission may apply the Secretary of the Interior's Standards regardless of "contributing" status.
- Staff do not find the existing doors and loading docks on the northwest wall to be historically significant, but Suite 50 may have some significance for local review purposes.
- Any demolition remains subject to Section 3.12.6 of the Town's Unified Development Ordinance, and the Commission may delay issuing a demolition COA for up to 365 days from the date of approval.
- The northwest wall once had windows, but staff have not seen any photos of these.
- The materials for the doors, sidewalk, and patio will need to be clarified.
- West Triangle Charter High School will require a special use permit from the Board of Adjustment. Because the HDC only reviews exterior changes, it may decide on the submitted application tonight. However, depending on what the special use permit process requires, this application may have to return to the HDC if the special use permit requires any major changes (including site changes).



TOWN OF HILLSBOROUGH

APPLICATION
Certificate of Appropriateness and Minor Works

Planning and Economic Development Division
101 E. Orange St., PO Box 429, Hillsborough, NC 27278
919-296-9470 | Fax: 919-644-2390
planning@hillsboroughnc.gov
www.hillsboroughnc.gov

986-464-6207.006 ARJ 437 Dimmocks Mill RD Hillsborough, NC 27278
Orange County Parcel ID Number Zoning District Address of Project
Elena Wells ERD River Mill, LLC
Applicant Name Property Owner (if different than applicant)
437 Dimmocks Mill RD Ste. 14 1100 Wake Forest RD Ste. 100
Applicant's Mailing Address Property Owner's Mailing Address
Hillsborough, NC 27278 Raleigh, NC 27604
City, State ZIP City, State ZIP
(919) 656-4053 (919) 755-2250
Applicant Phone Number Property Owner's Phone Number
ewells@hedgehogholding.com
Applicant's Email Property Owner's Email

Description of Proposed Work: Demolition of Ste 50, Regarding, Installation of Windows.
Estimated Cost of Construction: \$130,000

The Historic District Design Standards, Exterior Materials Compatibility Matrix, and Certificate of Appropriateness application process can be found on the Town of Hillsborough's website: https://www.hillsboroughnc.gov/hdc.

Applicant and Owner Acknowledgment and Certification
I am aware that Historic District Design Standards, Exterior Materials Compatibility Matrix, and Unified Development Ordinance requirements are the criteria by which my proposal will be evaluated for compatibility, and I certify that I, and/or my design professional under my direction, have reviewed my application materials with Planning Staff for compliance to the standards in those adopted documents. I understand that I, or my representative, must attend the HDC meeting where this application will be reviewed. I further understand that town employees and/or commissioners may need access to my property with reasonable notice to assess current conditions, and to assist them in making evidence-based decisions on my application and that I am not to speak to any commissioner about my project until the public meeting at which it is under consideration.

Elena Wells 4/10/2024 [Signature] 4/10/24
Applicant's Signature (Optional) Date Property Owner's Signature (Required) Date

Last revised: December 2023

### Submittal Requirements

The following documents and plans are required to accompany your COA application in order for it to be deemed complete and scheduled for commission review. Planning staff will determine when all submittal requirements have been met. The first FOUR complete COA applications submitted by the deadline will be heard on any HDC agenda.

All applications must include the following documents and plans:  
(Provide a digital copy if plans are larger than 11"x17")

- Detailed narrative describing the proposed work and how it complies with all adopted standards.
- Existing **and** Proposed Dimensioned Plans {see below):
  - Site Plan (if changing building footprint or adding new structures, impervious areas or site features, including hardscaping)
  - Scaled Architectural Plans (if changing building footprint or new construction)
  - Scaled Elevations (if adding or changing features of a structure)
  - Landscaping Plans (required for all new construction and for significant landscaping or tree removal and re-planting)
  - Tree Survey (required for new construction when trees over 12" diameter at breast height are on site - show both existing and those to be removed)
  - Sign Specifications (if adding, changing, or replacing signage)
- Itemized list of existing and proposed exterior materials including photos and specifications, colors, etc. (Siding, trim and fascia, roof and foundation materials, windows, shutters, awnings, doors, porch and deck flooring, handrails, columns, patios, walkways, driveways, fences and walls, and signs, etc.).
- Photographs, material samples, examples of comparable properties in the district (if using them as basis for specific designs), plans, or drawings that will help to clarify the proposal, if applicable, or if required by staff as part of the review.



Staff Use Only:

COA fee (\$1 per \$1000 of construction costs, \$10 minimum) or Minor Works fee (\$10 flat fee): Amount: \$ 180

After-the-fact application (\$100 or double the COA fee\*): Amount: \$ \_\_\_\_\_  
\*whichever is greater

Total Due: \$ 180

Receipt #: 060292 Received by: Joseph Hoffleimer Date: 4/11/24

This application meets all Unified Development Ordinance requirements and has been reviewed for compliance with all approved materials.

N/A  Yes Zoning Officer: \_\_\_\_\_

This application meets public space division requirements.

N/A  Yes Public Space Manger: \_\_\_\_\_

Historic Architectural Inventory Information

Original date of Construction: \_\_\_\_\_

Description of the Property:

Applicable Design Standards:

Other reviews needed?

Hillsborough Zoning Compliance Permit  Orange County Building Permit  Other: \_\_\_\_\_

Minor Works Certificate of Appropriateness Application Decision

Approved  Referred to HDC

Minor Works Reference(s): \_\_\_\_\_

Certificate of Appropriateness Decision

Approved  Denied Commission Vote: \_\_\_\_\_

Conditions or Modifications (if applicable):

\_\_\_\_\_  
Historic District Staff Signature

\_\_\_\_\_  
Date

TOWN OF HILLSBOROUGH  
HILLSBOROUGH, NORTH CAROLINA  
COA SUBMITTAL

DEMOLITION OF SUITE 50  
REGRAVING AND ADDITION OF BUS DROP-OFF  
INSTALTION OF WINDOWS IN EXISTING NORTHWEST WALL OF MILL

TABLE OF CONTNTS

- 1 CERTIFICATE OF APPROPRIATENESS APPLICATION
- 2 OVERALL SITE PLAN
- 3 EXISTING PLAN / PROPOSED PLAN
- 4 PHOTOGRAPHS OF THE EXISTING
- 5 EXISTING / PROPOSED ELEVATION

**Scope of work / Description of project.**

The work described below is to be performed to create an attractive and functional entrance to the proposed development of the West Triangle Charter High School. This would be a new facility complimenting the existing Expedition Charter Elementary and Middle School.

This request is for a Certificate of Appropriateness for demolition of Suite 50, a stand-alone, non-contributing 2-story structure fronting on Dimmickocs Mill Road, the elimination of a lower level overhead door and man-door, repurposing the upper overhead doors and loading dock, regrading to eliminate the concrete loading dock access ramps to both upper and lower level loading docks and to allow the development of a bus drop-off, and to provide accessible visitor parking. A new entrance and canopy will be added to the northwest face of the main mill at the bus drop-off, as well as the addition of windows in that face of the main mill to allow light into the proposed high school. The northwest face of the main mill is non-contributing to the historic status of the mill complex.

**Dimensions.**

The area affected by the proposed renovation is approximately 80% of the mill frontage along Dimmocks Mill Road, both in plan and elevation.

**Materials and Finishes.**

The proposed new windows will be white aluminum framed, the new entrance and canopy will be standard store-front, finished to match the windows, and new paving will be asphalt. Appropriate landscaping will enhance the new drive and entrance, as well as the repurposed upper loading dock area. Closure of the affected lower level openings will be by materials similar to the existing wall.

**Appropriateness.**

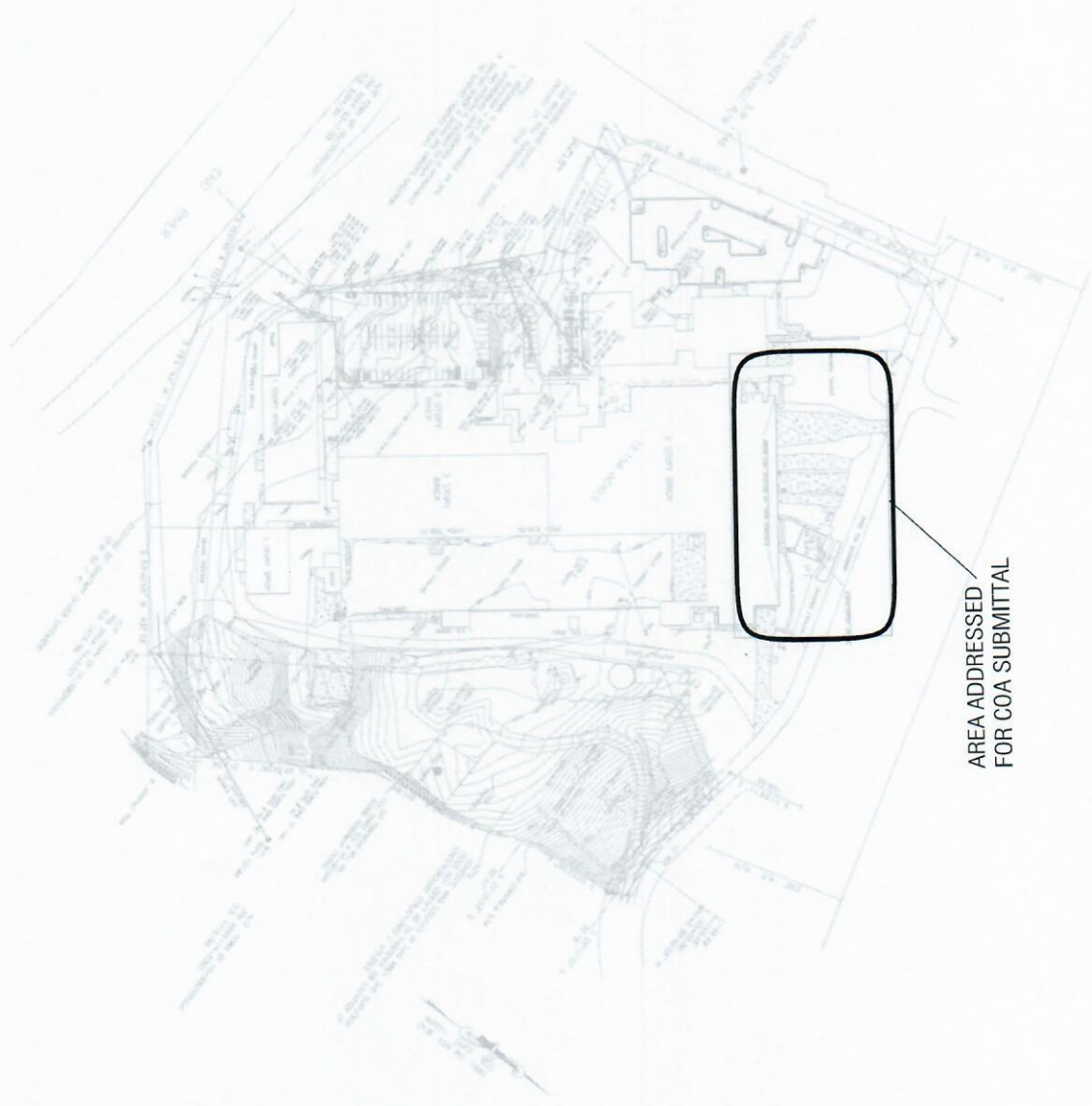
The proposed renovation of the northwest face of the main mill will maintain the sense of an industrial building, but enhanced to present an attractive entry to the proposed high school. The intent of the work is to enhance the overall appearance of the mill campus will not detract from the historic presence of the mill complex.

SP-1  
Sheet No.  
April 9, 2024  
SHEET PLAN  
Comments

Scale  
1/8" = 1'-0"  
ENOCOTTON MILL  
PART 2  
HILLSBOROUGH COA

ENO COTTON MILL  
437 DIMMOCKS MILL ROAD  
HILLSBOROUGH, NORTH CAROLINA

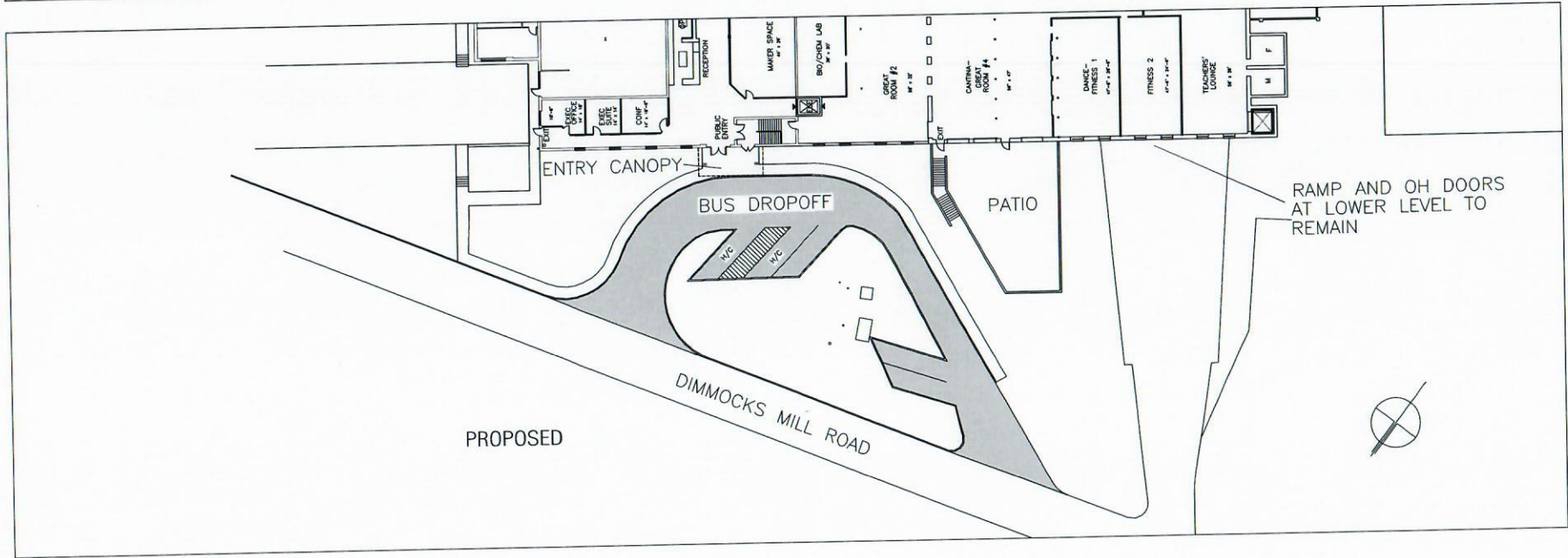
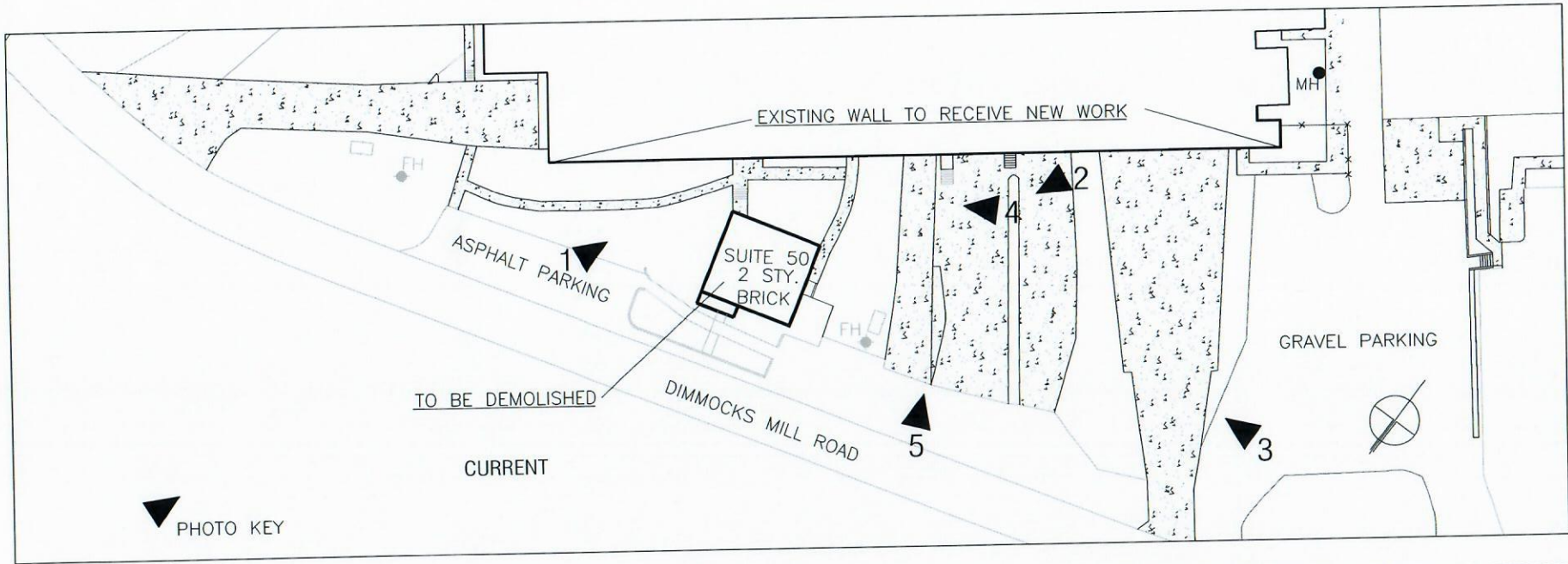
architecture  
www.belkarchitecture.net  
735 Ninth Street  
Durham, NC 27705  
p: 919.286.2575  
f: 919.286.1906



OVERALL SITE PLAN  
NTS

AREA ADDRESSED  
FOR COA SUBMITTAL





Client: SPT PLAN  
Issue Date: APRIL 9, 2024  
Scale: 1/8" = 1'-0"  
Sheet No: EP-1

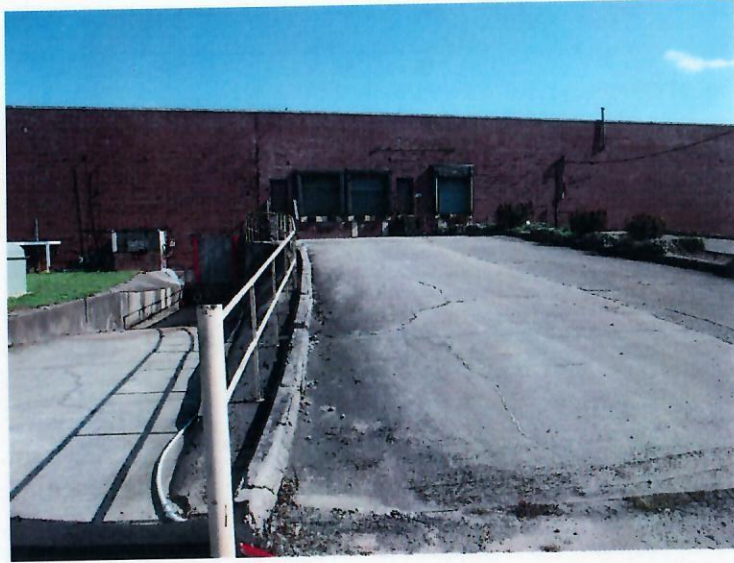
Project: ENO COTTON MILL  
437 DIMMOCKS MILL ROAD  
HILLSBOROUGH, NC  
Scale: 1/8" = 1'-0"

**ENO COTTON MILL**  
437 DIMMOCKS MILL ROAD  
HILLSBOROUGH, NORTH CAROLINA

735 Ninth Street  
Durham, NC 27705  
p: 919.286.2575  
f: 919.286.1906  
www.belkarchitecture.net

**BEK**  
architecture





5



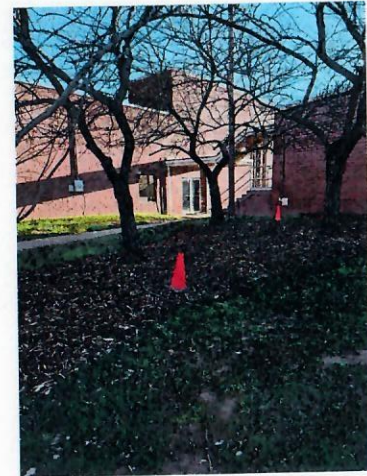
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3



2



1

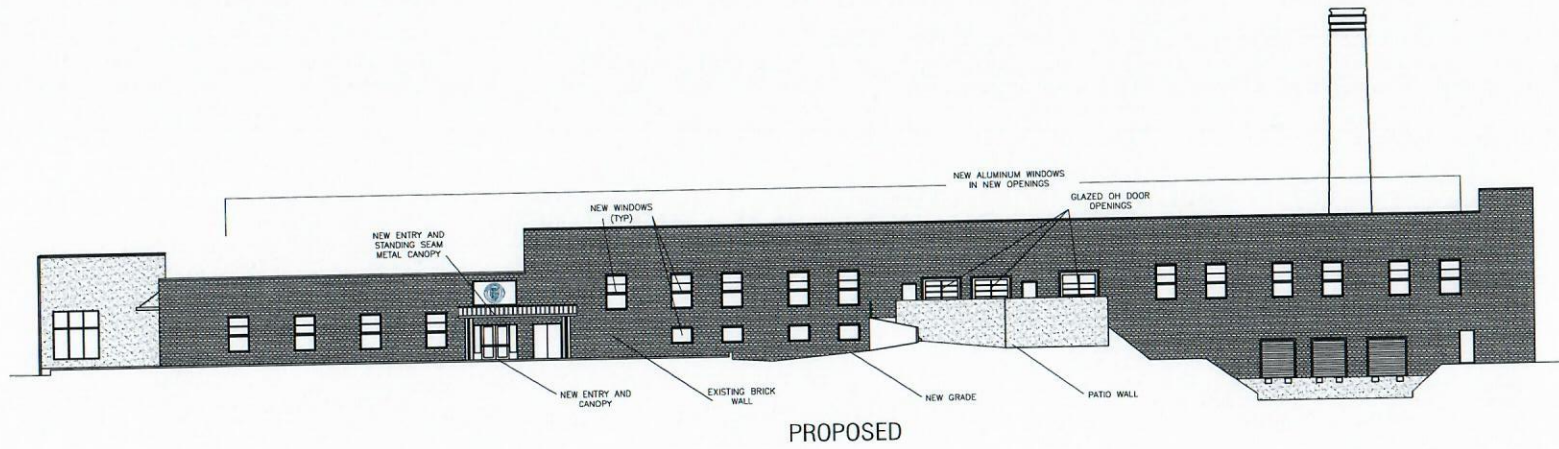
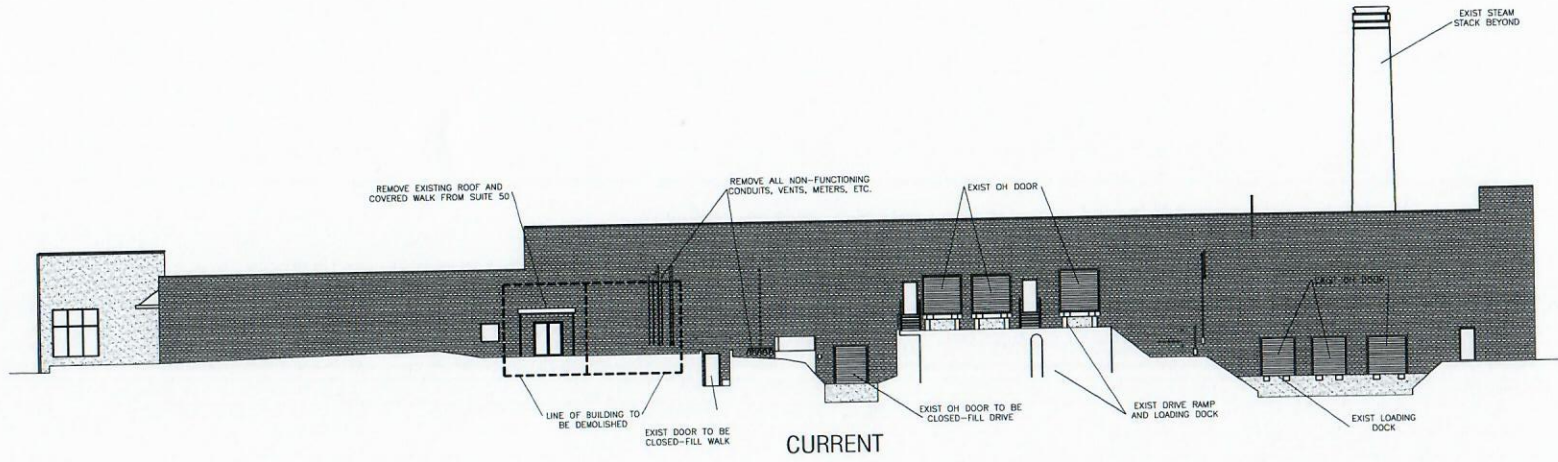
CONTA  
 ENO COTTON MILL  
 PART 7  
 HILLSBOROUGH CO  
 DATE: 04/18/2024  
 SHEET NO: P-1

PROJECT:  
 ENO COTTON MILL  
 PART 7  
 HILLSBOROUGH CO  
 SCALE: 1/8" = 1'-0"

**ENO COTTON MILL**  
 437 DIMMOCKS MILL ROAD  
 HILLSBOROUGH, NORTH CAROLINA  
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 BELK  
 architecture  
 735 Ninth Street  
 Durham, NC 27705  
 p: 919.286.2575  
 f: 919.286.1906  
 www.belkarchitecture.net





Client: NORTHWEST ELEVATION  
 Issue Date: APRIL 9, 2014  
 Sheet No: EP-2

Project: ENO COTTON MILL  
 PART 2  
 HILLSBOROUGH COA  
 Scale: 1/64" = 1'-0"

**ENO COTTON MILL**  
 437 DIMMOCKS MILL ROAD  
 HILLSBOROUGH, NORTH CAROLINA

735 Ninth Street  
 Durham, NC 27705  
 p: 919.286.2575  
 f: 919.286.1906  
 www.bekarchitecture.net



AN ORDINANCE DESIGNATING ENO COTTON MILL  
AS A LOCAL HISTORIC LANDMARK  
OF THE TOWN OF HILLSBOROUGH

THE BOARD OF COMMISSIONERS OF THE TOWN OF HILLSBOROUGH ORDAINS:

- Section 1. The Owners of the Eno Cotton Mill building located at 437 Dimmocks Mill Road in Hillsborough requested local historic landmark designation from the Town of Hillsborough. The parcel for which the Owners seek such designation is identified by Orange County Parcel Identification Number of 9864-64-6207 and contains approximately 22.148 acres.
- Section 2. The property Owners are Eno River Development Company, 437 Dimmocks Mill Rd, Suite 14, Hillsborough, NC 27278
- Section 3. The Hillsborough Historic District Commission conducted a public hearing regarding the potential historic landmark designation on Wednesday, December 3, 2014 and prepared its favorable recommendation for the Hillsborough Town Board consistent with Section 2.5.1.d of the Unified Development Ordinance.
- Section 4. The Hillsborough Town Board of Commissioners conducted a public hearing regarding the potential designation on Monday, December 8, 2014 and made the following findings:
- (a) The required landmark designation steps identified in NCGS 160A-400.6 have been followed.
  - (b) The written comments from the State Historic Preservation Office have been received and considered.
  - (c) As detailed in the designation report and the Historic District Commission's resolution, the property has local historical significance in documenting both the industrial history of Hillsborough and the role of this mill in particular played in that history to support landmark designation.
  - (d) As detailed in the designation report and the Historic District Commission's resolution, the contributing structures on the property possesses integrity of design, materials, setting, and workmanship and are remarkably intact to support landmark designation.
  - (e) Before the December 3 hearing with the Historic District Commission, the property owner requested and received approval to demolish three modern additions to the building that do not impact the character or integrity of the remaining structures or the applicability of local landmark designation.
- Section 5. The parcel and structures identified herein are hereby designated a local historic landmark within Hillsborough and shall be treated as such under the Hillsborough Unified Development Ordinance and relevant section of North Carolina law. The designation does not include any interior features.




Ordinance #20141208-10.B

- Section 6. Consistent with NCGS 160A-400.5 and Section 3.12.6 of the Hillsborough Unified Development Ordinance, the structures on this property are subject to the waiting period stated in NCGS 160A-400.14(a) shall be observed prior to demolition, including any reduction authorized by the Historic District Commission in their review of the Certificate of Appropriateness application for demolition.
- Section 7. All provisions of any town ordinance in conflict with this ordinance are repealed.
- Section 8. This ordinance shall become effective upon adoption.

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 8<sup>th</sup> day of December, 2014.

Ayes: 5  
Noes: 0  
Absent or Excused: 0

  
\_\_\_\_\_  
Katherine M. Cathey, Town Clerk

United States Department of the Interior  
National Park Service

NATIONAL REGISTER OF HISTORIC PLACES  
Continuation Sheet

Section 7 Page 1

Eno Cotton Mill  
Orange County, North Carolina

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**Setting**

The Eno Cotton Mill is located on just over seventeen acres in the West Hillsborough neighborhood in Hillsborough, North Carolina, less than a mile south of the historic downtown. The building complex that makes up the historic textile mill sits on a slight rise in the topography, situated between the Norfolk and Southern Railroad corridor to the north and the Eno River and Occoneechee Mountain to the south and southeast. The northern boundary of the property is bordered by Dimmocks Mill Road, running along the property line, parallel to the railroad tracks. North of the mill, across the railroad tracks, is the Bellevue Manufacturing Company mill, a small commercial strip, as well as a residential neighborhood consisting primarily of frame dwellings from both the Bellevue Manufacturing Company's mill village and those homes moved from the Eno Cotton Mill's four mill villages. Eno Mountain Road/Allison Street borders the property to the west. The land to the west was formally the location of three mill villages, but now it is vacant save two industrial warehouses. The south, southwest, and east edges of the property are bordered by two parks—Occoneechee State Park to the south and west and Gold Park to the east.

The mill is in the general form of a large rectangle with a small brick office to the north, two moderately sized, single-story brick buildings to the west, the brick Dye House building to the south, and another concrete block warehouse to the south. The original Main Mill, constructed in 1896, was oriented on a northwest-southeast axis with a northeast front façade and corner tower. Since its initial construction, however, the original Main Mill has been surrounded by later additions built throughout the mill's history. The original façade is no longer visible.

The overall construction of the Eno Cotton Mill is typical of textile mills built during the late nineteenth century where safety and efficiency were the primary concerns rather than architectural beauty. All of the buildings at Eno Cotton Mill were built in the commercial Italianate style and are typical of slow-burn construction. Like other textile mills of this style and construction type, the brick walls were punctuated by large segmental-arched wood double- and triple-hung sash windows. Decorative brickwork can be seen on many of the original buildings at the cornices. The brick walls are load-bearing, heavy timbers were used in the interior structure, and floors and ceilings were constructed of wood.

While the mill was in operation from 1896 to 1986, it saw many changes, including additions, the closing in of windows and doors, the creation of new openings, the replacement of select facades, and roof alterations. However, the mill complex, as a whole does retain its historical integrity.

The following description of the mill complex is organized around three sections of the main building: the original 1896 main mill [A], the 1904 expansion [B], and the 1917 building [C], followed by the other buildings and structures on the site (the 1908 dye house [D] and those labeled as [E], such as the office and warehouses). Within the

United States Department of the Interior  
National Park Service

NATIONAL REGISTER OF HISTORIC PLACES  
Continuation Sheet

Section 7 Page 2

Eno Cotton Mill  
Orange County, North Carolina

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description of each section or building, the original building and subsequent additions will be described chronologically. See the attached floor plan for the location of the areas described and labeled using a letter/numeric code.

**Main Mill Building**

Contributing Building

1896, 1904, c. 1917, c. 1923, c. 1971

*Main Mill [A1-A6] and additions [A7-A13]*

When Eno Cotton Mill began operation in 1896, the plant consisted of a main mill building [A1], a lapper room [A2], an opening and picker room [A3], an engine room [A4] with a belt room [A5] a condenser room [A6], and a store house (no longer exists). The main building and smaller rooms are all brick, typical of slow-burn mill construction, and they were all built in the Italianate style exhibiting hallmarks of that style, such as brick corbelled and denticulated cornices, wood brackets under the eaves, and projecting brick drip molding above the windows. Despite several additions that obscure the majority of the main mill and portions of the smaller rooms, the brick walls of the 1896 sections remain intact.

The main mill [A1], which includes the lapper room [A2], has twenty-seven bays, and historic photos show eleven-foot-tall fifteen-over-fifteen double-hung wood sash windows with fixed segmental-arched ten-light transoms lining the west and east walls. Nine windows line the south wall, but the north façade was removed during the construction of a c. 1923 addition [A7]. All of the window openings have been in-filled with brick. The main mill is a two-story building with a shallow gabled roof supported by heavy timber beams and posts, and wood decking, all of which remain. A four-story tower with a hipped roof with wide, bracketed eaves and round-arched windows was originally located at the southeast corner of the building. It was later removed, likely during the construction of the 1971 infill addition [C3].

The single-story brick opening and picker room [A3] extends off the southwest side of the main mill building. Unlike the other original 1896 structures, this section has a flat roof, but it still exhibits the corbelled and denticulated cornice. Historic photos show that this building originally had segmental-arched windows and doors on the southeast and south elevations. The south wall was removed during the construction of a c. 1923 addition [A8], but the openings and their brick hoods on the southeast elevation are still evident. The door opening has been widened to accommodate a set of double steel doors, and the window has been bricked in. The c. 1923 addition [A8] was an expansion of the opening and picker room and was similar in terms of size, style, and construction. It also had a segmental-arched window and door on the southeast elevation, and while the window hood and opening (bricked in) remain, the original door opening was removed to accommodate a new set of double metal doors.



United States Department of the Interior  
National Park Service

NATIONAL REGISTER OF HISTORIC PLACES  
Continuation Sheet

Section 7 Page 3

Eno Cotton Mill  
Orange County, North Carolina

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This likely happened when the c. 1943 addition [A10] was constructed. This c. 1943 addition is also a single-story brick structure with a flat roof.

The brick Italianate-style 1896 engine room [A4] with an adjoining belt room [A5] and condenser room [A6] is connected to the main mill building near the south end of the southwest elevation of the main mill building. The engine room [A4] is a one-story brick building with denticulated cornice brickwork, a front-gable roof, and a basement. Historic photos show that this building had two eleven-foot-tall fifteen-over-fifteen double-hung wood sash windows under segmental-arched fixed ten-light transoms that flanked a center door with an eighteen-light transom. These openings have been filled in, but they are visible. Other alterations include a metal covered walkway that extends across the southeast elevation and a c. 1970 concrete block [A13] single-story storage shed along the north elevation.

The three-story belt room [A5] which is connected to the north side of the engine room was also constructed in the Italianate style, but unlike the main mill or engine room, this section has a hipped roof with a shed dormer on its west slope. Historic photos show that this section once had a hipped roof with a monitor, but the monitor has been lost. The historic photos also show that there were once three double-hung wood sash windows with segmental-arched fixed transoms that alternated with two arched double-door openings with fixed multi-light transoms. All of the openings have been reworked and closed in over the years. The decorative brick work at the cornice remains. The interior spaces of the belt room exhibit square, flared concrete mushroom posts, concrete floors, and heavy timber wood decking under the roof.

The condenser room [A6] is a two-story brick Italianate-style building with a hipped roof. It is connected to southeast side of the engine room. Historic photos show that it once had two eleven-foot-tall twelve-over-twelve double-hung wood sash windows with segmental-arched fixed eight-light transoms that flanked an arched center double-door with a multi-light transom. One window opening was reworked to accommodate a new aluminum and glass storefront door, and the original door and other window were bricked in. Those openings remain visible. Heavy timber beams and wood decking were used to construct this open space, but the building, which was likely a single-story building originally, has been divided into two floors with an exterior set of wood stairs to the new outer door.

Historic photos show two original, round brick steam stacks. One of them stood at the north corner of the belt room [A5]. This stack was removed when an elevator tower added to the belt room. The other steam stack (a contributing structure) still stands on the south side of the engine room [A4] and was re-pointed in 1994. Its elaborately corbelled top was shortened by several feet at some point after 1974.

In c. 1923, an addition [A7] was built north of the lapper room [A2] and opening and picker room [A3]. This two-story addition was constructed to match the styling of the original main mill, but it is slightly taller than the original main mill, and the roof slopes slightly where it joins the lapper room [A2]. Like the main mill, this addition has a



United States Department of the Interior  
National Park Service

NATIONAL REGISTER OF HISTORIC PLACES  
Continuation Sheet

Section 7 Page 4

Eno Cotton Mill  
Orange County, North Carolina

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shallow gable roof. The southeast and northwest elevations are fifteen bays long, and historic photos show double-hung sash windows like those on the original main mill. Those window openings have been filled with brick, and the north elevation was brick veneered, probably in the 1970s. The north side features three loading docks that were likely added in the late 1980s when the mill was converted to warehouse and flex space. Along the southwest elevation, a few of the filled window openings are visible between subsequent additions (a c. 1931 two-story windowless brick addition [A9] and a c. 1976 single-story brick addition [A12]) and the c. 1923 elevator tower and waste engine room [A9] (subsequently covered in white corrugated metal).

A two-story brick addition to the main mill was built in c. 1971 [A11]. It has a flat roof and a few small windows. A metal exterior set of stairs on this addition's west elevation provides access to the roof. Near this addition, on the south side of the main mill's rear restroom tower, a small one-story concrete block storage addition was added c. 1970 [A14].

*1904 expansion [B1, B2, B3]*

Two additional sections were added in 1904 to the southwest end of the original mill [A1]. A one-story brick structure [B1] with a saw-tooth roof was built for weaving. It is twenty-seven bays long and nine bays wide and measures 237' by 103'. Historic photos show windows that matched the main mill windows. Typical of standard mill construction, the interior of the building consists of wide open spaces, interrupted only by the two rows of wood support posts on the main level. The saw-tooth roof was replaced with a flat roof in 1940, likely to help new heating and cooling systems control for humidity.

An additional brick section [B2] with a shallow gable roof, also constructed in 1904, sits to the west of the weave shed [B1] and shares a twenty-four-inch-thick brick wall. This large three-story structure on a basement is twenty-four bays long and six bays wide and measures 196' by 56'. Much like the 1896 buildings, the large three-story structure had eleven-foot-tall fifteen-over-fifteen double-hung wood sash with segmental-arched fixed transoms and projecting brick drip molding. However, this building lacks the decorative features such as the corbelled denticulated cornice. A long loading dock with a flat metal roof extends along the ground floor of the west façade. On this floor, too, a few of the original window openings were reopened and smaller modern double-hung windows and vinyl siding were installed. On the southeast end of this building is a two-stage stair tower with vinyl-sided diagonal connectors. A one-story, brick shed-roofed building (32' by 44') is attached to the north end [B3], and it has a large round-arched opening that has been filled in with brick. An elevated walkway extends from the north end of the three-story section [B2] to the southwest elevation of the main mill [A1]. This walkway is shown on the 1904 Sanborn map.

United States Department of the Interior  
National Park Service

NATIONAL REGISTER OF HISTORIC PLACES  
Continuation Sheet

Section 7 Page 5

Eno Cotton Mill  
Orange County, North Carolina

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*1917 Weaving House, not extant [C1], and additions [C2 –C7]*

A building for weaving [C1] was constructed circa 1917 which ran parallel to the 1896 and 1904 buildings, across the railroad siding tracks. Prior to the loss of the weaving house to fire in 1987, the space between it and the main mill was enclosed [C4] in c. 1971. The area where the weaving house [C1] once stood now serves as a gravel parking lot for the mill complex. Only remnants of the weaving house foundation, a c. 1971 small, brick, shed-roofed addition [C2] (a non-contributing structure), and a brick loading dock covered with a modern flat metal-roof [C3] attached to the south end of the east elevation of the 1971 infill section at the south end of the empty space remain. The west wall of the small addition [C2] was part of the east wall of the weaving house, and bricked in window openings are still present in this section of wall and on the east wall of the infill section [C4], which is actually the exposed west interior wall of the weaving house.

The two-story infill section [C4] has steel post and I-beam construction and a shallow metal decking gable roof, and added 60,000 square feet to the mill complex. A three-story brick elevator tower sits at the south corner of this enclosure, within the footprint of the 1904 section [B1]. In the early 1970s, the entire north façade of the mill was veneered to give the appearance of a continuous structure instead of a mishmash of the three different sections. No windows exist on the northwest or southeast walls of the infill addition [C4]. A large loading bay door was added to the northwest façade, likely in the mid-1980s after mill operations stopped.

Around 1971, another addition of over 12,000 square feet [C5] was built off the northwest exterior wall of the 1917 weaving house [C1]. This single-story brick addition has a flat roof, a single entrance on the northwest elevation, and a loading bay garage door on the northeast elevation. Two small single-story brick additions [C6 and C7] were made to this section in c. 1985, and they function as office space. The larger of the two additions [C6] has four single-pane square windows, an entry on the northeast elevation, and a large three-pane black aluminum store-front window on the southeast elevation. The smaller addition is largely blind save a single metal door on the northeast elevation.

**1908 Weave House and Dye Shed, [D1, D2, D3]**

Contributing Building

1908, 1923

A weave house [D1] and dye shed [D2] were constructed in 1908 southeast of the 1904 sections [B1 and B2]. A new weave house was added in 1923 [D3] on the southwest elevation to provide additional space for weaving. The one-story brick building sits southeast of the entire main complex and is composed of three rooms under a shallow gable roof and covers approximately 17,500 square feet.

United States Department of the Interior  
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NATIONAL REGISTER OF HISTORIC PLACES  
Continuation Sheet

Section 7 Page 6

Eno Cotton Mill  
Orange County, North Carolina

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On the northeast side of the weave house [D1], there are seven segmental-arched window openings with projecting brick drip molding above. Historic photos show that the original windows were fifteen over fifteen, double-hung wood sash windows. The openings were bricked up, but some of the openings have been partially opened, and modern black aluminum-framed plate-glass windows have been installed in those openings. The original openings are still visible. On the northwest elevation, two similar infilled openings can be seen, as well as a modern door that is connected to the 1904 section by a covered walkway. Historic photos show that the southwest elevation had seven window openings similar to those on the other sides of the building and one double-door opening. Currently, only four of the original infilled openings are visible due to alteration in the 1980s when new aluminum doors and windows were installed. This elevation now has three aluminum-framed glass doors and two aluminum-framed plate-glass windows. The two doors on the east end of this elevation are sheltered by cloth awnings.

Historic photos show a monitor on the roof of the dye house [D2], but it no longer remains. Instead, there are six skylights in the roof. The northwest and southeast walls have been veneered utilizing bricks similar to those seen in other 1970s alterations at Eno Cotton Mill. The east elevation has six windows and the north elevation, which faces the 1904 mill buildings, has over twelve openings. All of the windows in this section of the building were fifteen-over-fifteen double-hung wood sash with segmental arched openings. These windows did not have the fixed transoms over the windows and all have been bricked in. On the interior, two rows of steel posts run the length of this section.

The 1923 addition to the dye house [D3] was built on a concrete foundation. The northwest, southwest, and southeast elevations all have bricked in window openings. The northwest and southeast elevations each have eight bricked in window openings and one bricked in door. On each of those elevations, one smaller modern window has been installed within the original openings. A modern loading bay door has been installed in the door opening on the northwest elevation as well. Four modern aluminum-framed plate-glass windows were installed in the four center window openings on the southwest elevations, likely in the mid-1980s. On the interior, the original heavy timber beams and roof decking are supported by a single row of steel posts.

**Steam Stack**  
Contributing Structure  
1896

See description above in 1896 Main Mill Building entry on page 7:3.



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Continuation Sheet

Section 7 Page 7

Eno Cotton Mill  
Orange County, North Carolina

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**Shed-roofed Addition [C2]**

Non-contributing Structure

c. 1971

See description above in 1917 Weaving House entry on page 7:5.

**Warehouse [E1]**

Non-contributing Building

1975

This single-story building with a flat roof is nestled into the hillside on the southeast end of the main mill complex. It is constructed out of small square concrete blocks, and it is connected to the c. 1971 infill addition [C4] by a metal covered walkway. The northwest and northeast elevations of the building are blind; the southwest elevation has an aluminum-framed glass double-door and an aluminum-framed plate-glass window. The southeast elevation has a concrete loading dock that extends along the south half of this wall. A loading bay door and single metal door are on the southeast elevation as well.

**Equipment or Riser shed [E2]**

Non-contributing Structure

c. 1971

This small single-story brick building with a flat roof has one door on the northwest side. The rest of the walls are blind.

**Riser shed [E3]**

Non-contributing Structure

c. 1971

This is a small low brick shed-roofed structure that likely covers pipes that served one of the gravity fed water silos.

**Electrical Buildings [E4, E6], Solar Panel Enclosure [E5]**

Non-contributing Structures (3)

c. 1986

A small brick building [E4] houses the electrical equipment that collects the power generated by the solar panels in the adjacent fenced area [E5]. Large conduits connect the [E4] electrical building to a similar small brick building with a flat roof [E6] that is situated between the north end additions to the 1917 weaving room [C6 and C7].

United States Department of the Interior  
National Park Service

NATIONAL REGISTER OF HISTORIC PLACES  
Continuation Sheet

Section 7 Page 8

Eno Cotton Mill  
Orange County, North Carolina

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**Mill Office [E7]**

Non-contributing Building  
c. 1970

A two-story stand alone office building [E7] was constructed in c. 1970 north of the 1917 weaving room [C1]. Constructed of brick, the office stands in the northeast section of the property right on Dimmocks Mill Road. The building contains 1,330 square feet and is a simple square building with a flat roof and no architectural detail. A concrete stoop stands on the east end of the north façade, and a covered walkway extends from the south elevation and connects to the c. 1971 addition [C5] to the weaving room [C1]. The interior is divided into reception and office spaces with wood paneling on the walls throughout.

**Warehouse [E8] and Warehouse [E9]**

Non-contributing Buildings (2)  
1950, 1976, c. 2008

A single story, flat roofed brick building that stands on the northeast side of the main mill complex [E8]. The majority of the building's walls are blind, but the southeast elevation has loading bay doors and a small brick connector to the adjacent warehouse [E9]. Warehouse [E9] was constructed in 1950 and is located across from the 1923 opening and picker room and additions [A3, A4, and A5]. This is a one-and-a-half-story brick building with a double front-gable roof. The south half of the southeast elevation has a metal stairway leading up from the parking lot to a main entrance that is an aluminum-frame glass door. The stairway connects to a metal porch that extends across half of this section of the building, and it gives access to the upper story as well. An awning extends out above the door, and there are four aluminum frame windows, also covered by a metal awning, high above the door as well. A one-over-one sash window, covered by an awning, is to the left of the door. On the west half of the southwest elevation, there are two aluminum-framed, eight-paned windows.

The northeast side of the building has a concrete ramp that extends along the side of the building and provides access to two doors and a loading dock door. The west half of this building is nearly twice as long as the south half, and the northwest side of the west half of this building is where the brick connector runs between the 1976 Warehouse [E8] and the 1950 Warehouse [E9]. The southwest side of the longer west half of the building has an aluminum door and window system that is covered by a large metal awning. The northwest side of the south half of this building has a single door and a large aluminum-framed twenty-pane window system in it. The southwest side of this building is blind. The interior of this building is open with metal posts. The upper story is a loft-style floor and looks down onto the lower level. Both buildings were

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Continuation Sheet

Section 7 Page 9

Eno Cotton Mill  
Orange County, North Carolina

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heavily altered in c. 2008 to accommodate their current use as an industrial bakery and food preparation center.

**Riser Shed [E10]**

Non-contributing Structure  
c. 1923

A small one-story brick shed-roof structure sits between the opening and picker room and its addition [A3, A4, and A5] and the belt room [A5]. It covers plumbing for part of the sprinkler system for the mill.

**Gatehouse [E11]**

Non-contributing Structure  
c. 1980

A small metal and glass building with a flat roof sits at the entrance to the southeast parking lot. This building houses the guard for the gated fence that extends across the parking lot driveway.

**Integrity Assessment**

Today, all of the buildings are known as the Hillsborough Business Center where a variety of businesses lease space and operate. There have been many alterations and additions made to the buildings over the course of the Eno Cotton Mill Company's history to accommodate changes in the textile industry. The mill retains its historic integrity as the majority of the historic building fabric remains present and the mill complex is still able to convey its significance as a late nineteenth-century Italianate-style textile mill with twentieth-century buildings and additions.







D. 2011. S. 205

Eno Cotton Mill

Hillsborough, Orange County, NC

Photo 2

1950 Warehouse, Looking East





D. 2011. 5. 206

Eno Cotton Mill

Hillsborough, Orange County, NC

Photo 3

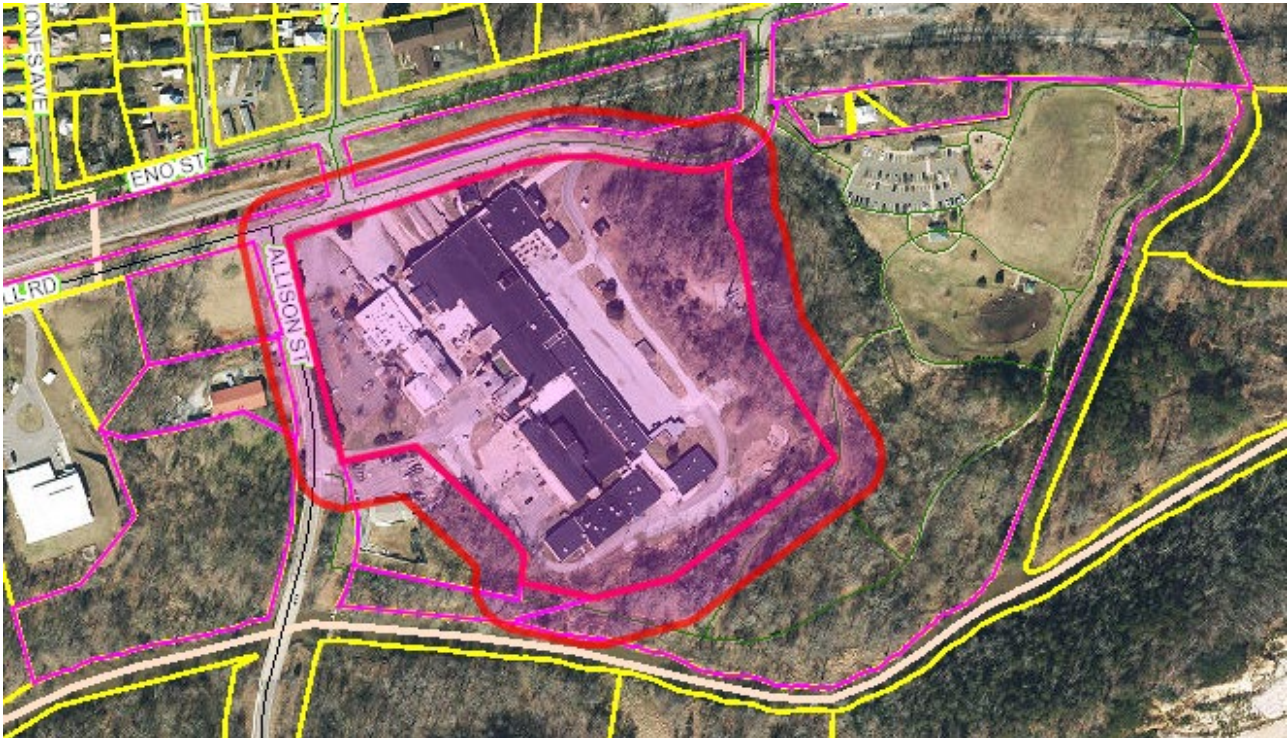
NWest elevation, looking east

I, Joseph Hoffheimer, hereby certify that all property owners within 100 feet of and the owners of PIN 9864646207.006 (the affected property) have been sent a letter of notification of the Certificate of Appropriateness application before the Historic District Commission by first class mail in accordance with the Hillsborough Zoning Ordinance.

4/17/2024  
Date

Joseph Hoffheimer, Planner  
(for Hillsborough Planning Department)

PIN	OWNER1_LAST	ADDRESS1	ADDRESS2	CITY	STATE	ZIPCODE
9864342119	NORTH CAROLINA RAILRO	2809 HIGHWOODS BLVD		RALEIGH	NC	27604
9864537896	ENO BANKS PROPERTIES	1905 N ASHLAND DR		BURLINGTON	NC	27217
9864548231	COUNTY LOCK UP	6 CAROLINA MEADOWS	UNIT 208	CHAPEL HILL	NC	27517
9864548420	ENO RIVER MILL LLC	1100 WAKE FOREST RD	STE 100	RALEIGH	NC	27604
9864632758	HILLSBOROUGH TOWN OF	PO BOX 429	PUBLIC SPACE C	HILLSBOROUGH	NC	27278
9864633933	NC DRAINAGE SOLUTION	PO BOX 1077		HILLSBOROUGH	NC	27278
9864646207						
9864646207	ENO RIVER MILL LLC	1100 WAKE FOREST RD	STE 100	RALEIGH	NC	27604
9864646207	ENO RIVER MILL LLC	1100 WAKE FOREST RD	STE 100	RALEIGH	NC	27605
9864646207	ENO RIVER MILL LLC	1100 WAKE FOREST RD	STE 100	RALEIGH	NC	27605
9864646207	HEDGEHOG HOLDINGS LL	1100 WAKE FOREST RD	STE 100	RALEIGH	NC	27605
9864646207	ENO RIVER MILL LLC	1100 WAKE FOREST RD	STE 100	RALEIGH	NC	27605
9864646207	HEDGEHOG HOLDINGS LL	1100 WAKE FOREST RD	STE 100	RALEIGH	NC	27604
9864745301	HILLSBOROUGH TOWN	P O BOX 429	PUBLIC SPACE C	HILLSBOROUGH	NC	27278





**ITEM #7. A:****Address:** 114 W. Queen Street**Year Built:** c. 1969 (House), c. 1837, c. 1960 (Strudwick Kitchen)**Historic Inventory Information (2013)**

House: This two-story, gambrel-roofed, Dutch Colonial Revival-style house is two bays wide and double-pile with two gabled dormers on the façade. The house has a brick veneer and nine-over-nine wood-sash windows on the first floor with plain weatherboards and six-over-six windows in the gables and flush sheathing and six-over-six windows in the dormers. The entrance, on the left (west) end of the façade, has one-light-over-one-panel sidelights and a narrow transom and there is a dentil cornice on the façade. A one-story, side-gabled wing on the left elevation has plain weatherboards and six-over-six wood-sash windows. The house stands on the site of the Haralson-Strudwick House, which was razed in 1960; the associated antebellum brick kitchen remains standing in the rear yard. County tax records date the house to 1969.

Strudwick Kitchen: One-story, side-gabled brick building was constructed as a kitchen for the Haralson-Strudwick House, which originally stood on this site. The building has a one-to-five common-bond brick exterior with gable-end brick chimneys. It has nine-over-nine wood-sash windows and a double-leaf three-panel door with flat brick arches. The kitchen is thought to have been built by Dr. Edmund Strudwick, who purchased the property from Archibald Haralson in 1837 and enlarged the main house at that time. The house was destroyed in 1960 and the kitchen was enlarged to serve as a residence. However, the additions have since been removed and the kitchen has been restored to its original form. A new house was constructed on the site in 1969.

**Contributing Structure?** Yes**Proposed work**

- Add porches, a rear dormer, a rear door opening, and a relocated window to the existing house.
- Construct a detached accessory dwelling unit (ADU) to the northwest of the existing Strudwick kitchen structure.
- Construct a brick patio around the Strudwick kitchen structure.
- Construct one shed in the northeast corner of the property.

**Application materials**

- Certificate of Appropriateness (COA) application
- Porches narrative, elevations, site plans, materials list, and example photos
- ADU narrative, elevations, materials list, footprint, and site plan
- Shed narrative, elevations, site plan, and materials list

**Applicable Design Standards**

- Porches, Entrances, and Balconies: 8, 10, 11
- Additions to Residential Buildings: 1 – 11
- Walkways, Driveways, and Off-Street Parking: 8 – 10
- New Construction of Accessory Dwelling Units: 1 – 12
- New Construction of Outbuildings and Garages: 1 – 7, 10
- Windows: 8
- Doors: 8
- Roofs: 6, 8, 11, 12

## Staff Comments

- The applicant has paid an additional fee of \$45 (for a total of \$80) to reflect additional estimated project costs.
- The applicant has added hand-drawn trees and driplines to the site plan. Staff recommend that the commission determines if the tree plan is sufficient before addressing the rest of the application. The commission has approved applications with hand-drawn tree locations in the past.
- The plans for the main house remain the same, although the applicant has added a drawing of the proposed patio surrounding the Strudwick Kitchen.
- The applicant has taken three feet off the ADU to make it 25 x 32, or 800 sq. ft.
- The two sheds have been combined into one and moved to the center of the east side of the back yard. The new shed appears to be 1,000 sq. ft., and staff are unaware of any sheds of this size in the historic district.



TOWN OF  
HILLSBOROUGH

**APPLICATION**  
**Certificate of Appropriateness and Minor Works**

Planning and Economic Development Division  
101 E. Orange St., PO Box 429, Hillsborough, NC 27278  
919-296-9470 | Fax: 919-644-2390  
planning@hillsboroughnc.gov  
www.hillsboroughnc.gov

9874071780

Orange County Parcel ID Number

114 W QUEEN ST

Zoning District

Address of Project

STANFORD MORRIS

Applicant Name

STANFORD MORRIS

Property Owner (if different than applicant)

114 W. QUEEN ST

Applicant's Mailing Address

Property Owner's Mailing Address

HILLSBOROUGH, NC.

City, State ZIP

City, State ZIP

919.904.9045

Applicant Phone Number

Property Owner's Phone Number

STAN. MORRIS #1 @GMAIL.COM

Applicant's Email

Property Owner's Email

Description of Proposed Work: PORCHES ON MAIN HOUSE, ACCESSORY DWELLING UNIT, SHEDS

Estimated Cost of Construction: \$ 35,000

*The Historic District Design Standards, Exterior Materials Compatibility Matrix, and Certificate of Appropriateness application process can be found on the Town of Hillsborough's website: <https://www.hillsboroughnc.gov/hdc>.*

**Applicant and Owner Acknowledgment and Certification**

I am aware that Historic District Design Standards, Exterior Materials Compatibility Matrix, and Unified Development Ordinance requirements are the criteria by which my proposal will be evaluated for compatibility, and I certify that I, and/or my design professional under my direction, have reviewed my application materials with Planning Staff for compliance to the standards in those adopted documents. I understand that I, or my representative, must attend the HDC meeting where this application will be reviewed. I further understand that town employees and/or commissioners may need access to my property with reasonable notice to assess current conditions, and to assist them in making evidence-based decisions on my application and that I am not to speak to any commissioner about my project until the public meeting at which it is under consideration.

*Stan Morris*

Applicant's Signature (Optional)

12/18/23

Date

*Stan Morris*

Property Owner's Signature (Required)

12/18/23

Date



### Submittal Requirements

The following documents and plans are required to accompany your COA application in order for it to be deemed complete and scheduled for commission review. Planning staff will determine when all submittal requirements have been met. The first FOUR complete COA applications submitted by the deadline will be heard on any HDC agenda.

All applications must include the following documents and plans:

(Provide a digital copy if plans are larger than 11"x17")

- Detailed narrative describing the proposed work and how it complies with all adopted standards.
- Existing **and** Proposed Dimensioned Plans (see below):
  - Site Plan (if changing building footprint or adding new structures, impervious areas or site features, including hardscaping)
  - Scaled Architectural Plans (if changing building footprint or new construction)
  - Scaled Elevations (if adding or changing features of a structure)
  - Landscaping Plans (required for all new construction and for significant landscaping or tree removal and re-planting)
  - Tree Survey (required for new construction when trees over 12" diameter at breast height are on site - show both existing and those to be removed)
  - Sign Specifications (if adding, changing, or replacing signage)
- Itemized list of existing and proposed exterior materials including photos and specifications, colors, etc. (Siding, trim and fascia, roof and foundation materials, windows, shutters, awnings, doors, porch and deck flooring, handrails, columns, patios, walkways, driveways, fences and walls, and signs, etc.).
- Photographs, material samples, examples of comparable properties in the district (if using them as basis for specific designs), plans, or drawings that will help to clarify the proposal, if applicable, or if required by staff as part of the review.

**Staff Use Only:**

**COA fee (\$1 per \$1000 of construction costs, \$10 minimum)  
or Minor Works fee (\$10 flat fee):**

Amount: \$ 35.00

After-the-fact application (\$100 or double the COA fee\*):  
*\*whichever is greater*

Amount: \$ \_\_\_\_\_

Total Due: \$ 35.00

Receipt #: 060261

Received by: Joseph Hoffleimer

Date: 12/19/23

This application meets all Unified Development Ordinance requirements and has been reviewed for compliance with all approved materials.

N/A       Yes

Zoning Officer: \_\_\_\_\_

This application meets public space division requirements.

N/A       Yes

Public Space Manger: \_\_\_\_\_

**Historic Architectural Inventory Information**

Original date of Construction: \_\_\_\_\_

Description of the Property:

Applicable Design Standards:

Other reviews needed?

Hillsborough Zoning Compliance Permit     Orange County Building Permit     Other: \_\_\_\_\_

**Minor Works Certificate of Appropriateness Application Decision**

Approved       Referred to HDC

Minor Works Reference(s): \_\_\_\_\_

**Certificate of Appropriateness Decision**

Approved       Denied

Commission Vote: \_\_\_\_\_

Conditions or Modifications (if applicable):

\_\_\_\_\_  
**Historic District Staff Signature**

\_\_\_\_\_  
**Date**



South Elevation



114 W Queen Street Proposal: Porches are being added to move drainage away from the foundation of the house. The house had to be lifted so the bands and floor system could be replaced. The porches will allow for stairless access to the first two floors by creating new walkways from the driveway. The side and back porch will provide emergency exits from bedrooms. The porches will have a poured concrete floor with a brick border matching the house. The side and back porches will be screened with wainscoting siding at the bottom. New brick stairs from the street will create a walkway down the side of the yard and an arc walkway to the front porch with Chapel Hill Gravel. A 760 Sq/ft Brick Patio (10 ft wide surrounding 3 sides away from driveway) will be added to the Brick Kitchen to help with drainage away from the foundation.



Existing

South Elevation



Proposed

South Elevation

New Front Porch

New Side Awning

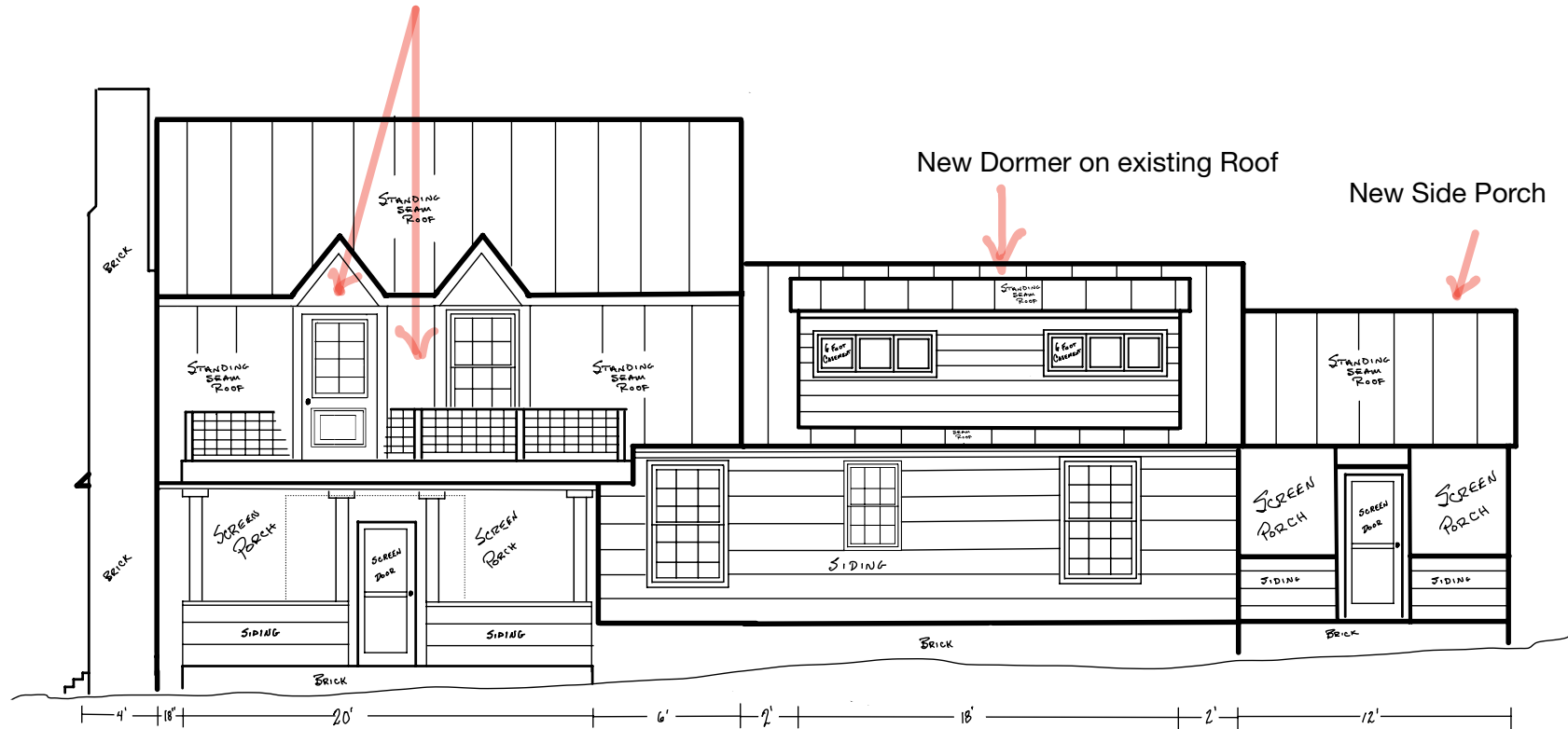




North Elevation



New Back Porch with New Door  
Replacing Window



Proposed

North Elevation





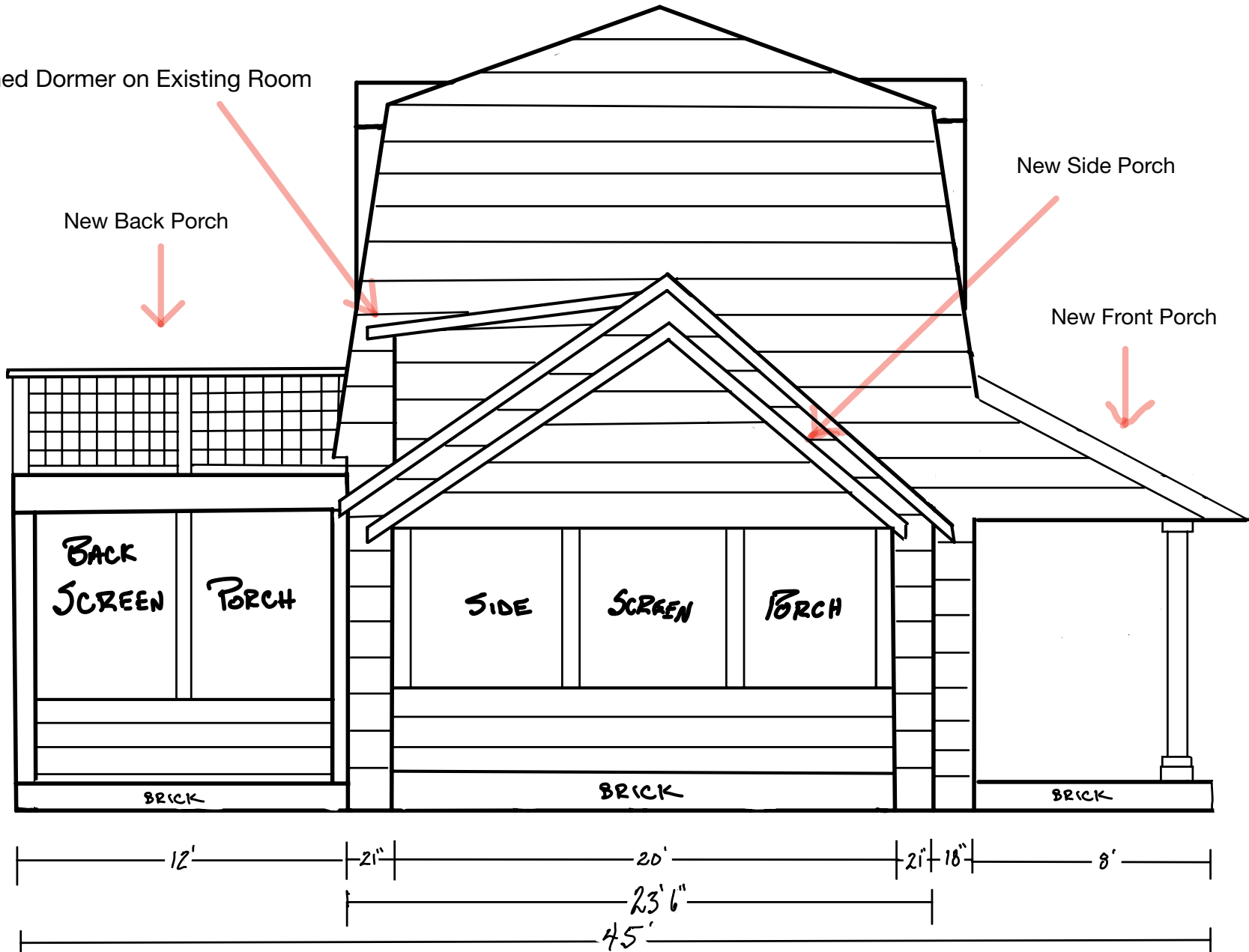


New Shed Dormer on Existing Room

New Back Porch

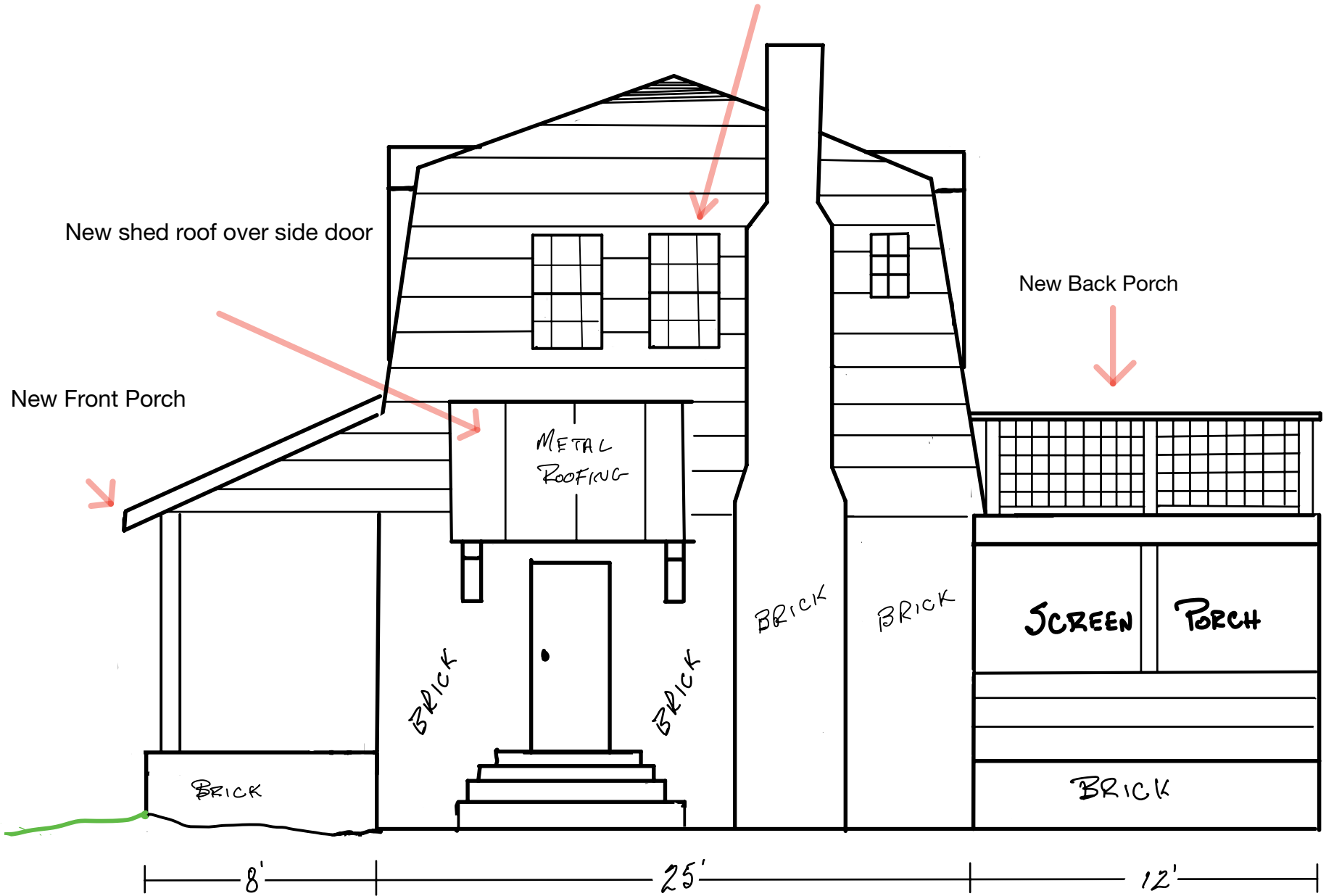
New Side Porch

New Front Porch

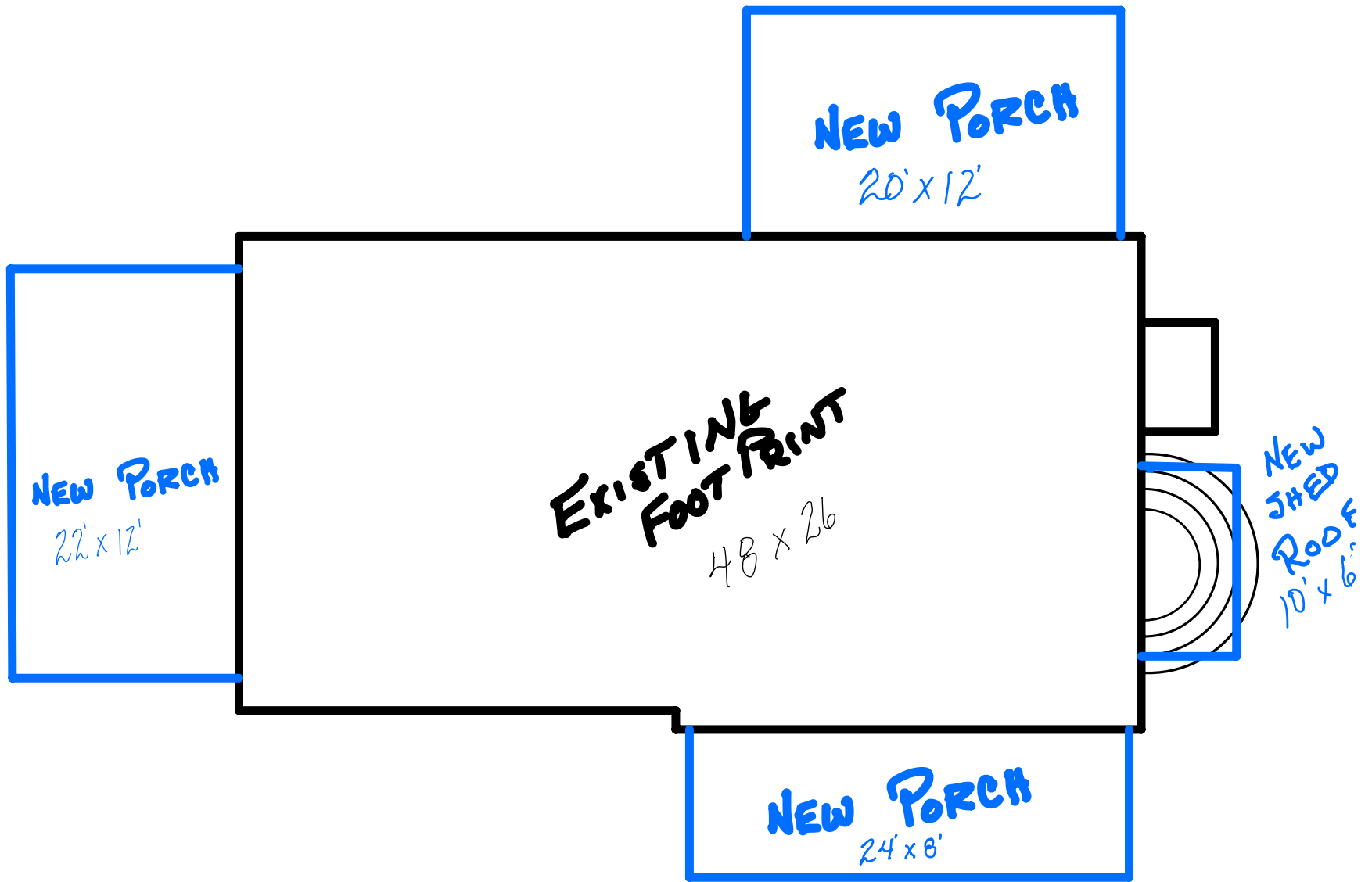




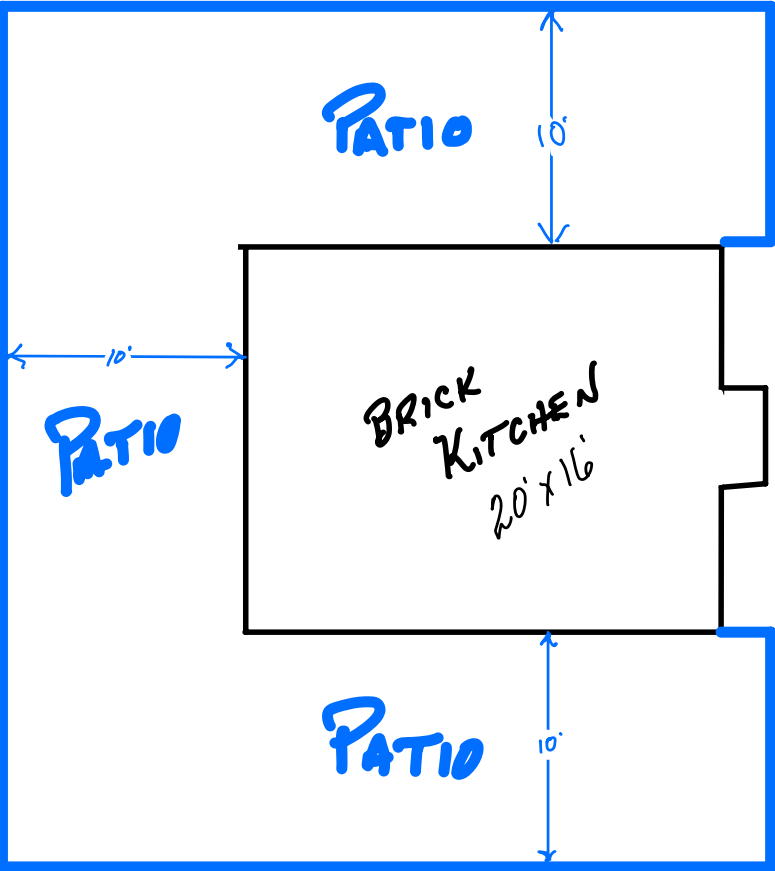
Moved window from back of house







10 foot Brick Patio surround on 3 sides of Brick Kitchen



# Materials list

1. Siding - Fiber Cement and Screen painted the same sage color as the house
2. Windows - Wood with appropriately divided widow panes
3. Doors - Screened Wood
4. Trim - Wood painted the same sage color as the house
5. Roofing - Gray Standing Seam Metal
6. Porch Floors - Poured Concrete with Brick borders
7. Porch Railings - Metal
8. Post/Columns - Wood painted sage
9. Chapel Hill Gravel on the front path







# Example of porch on a Dutch colonial house in the Historic town of Bath NC





## Local Example off NC 10







Examples of Porches with wainscoting below screen.







## Flat roof over porch and railing on house





## Shed Dormer over door



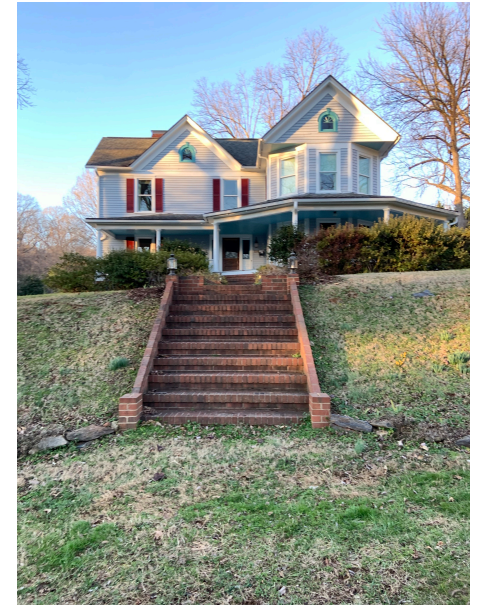
West Queen Street stairs and front porches



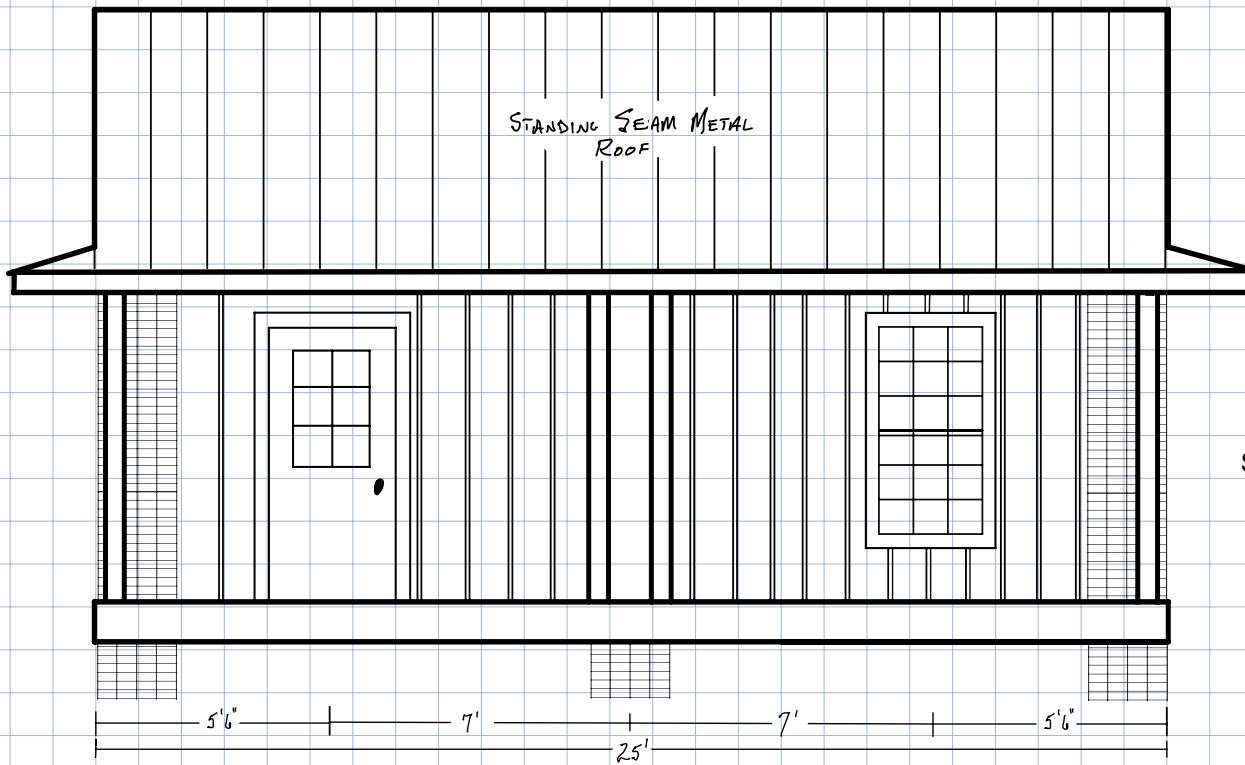




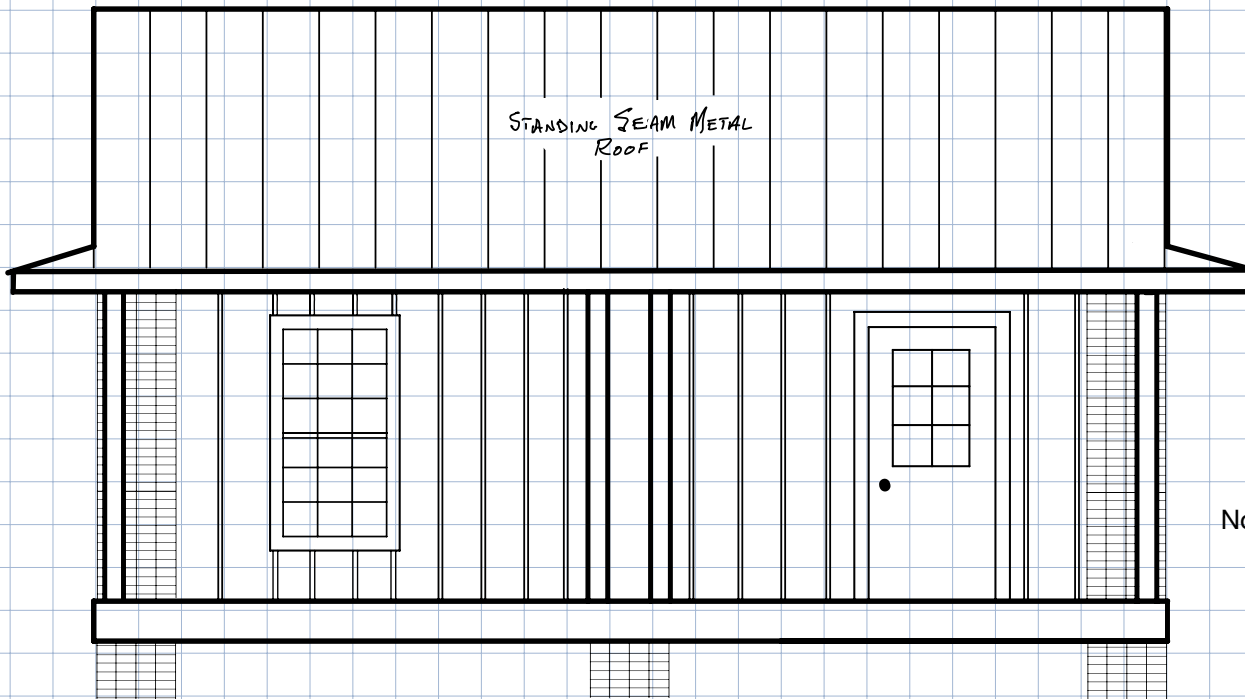
# West Queen Street stairs and front porches



114 Queen Street ADU: The proposed Accessory Dwelling Unit dwelling will be positioned on the west side of the back yard. It is designed to compliment the “barn” nature of the house and fit with the board and batten siding of the sheds on the other side of the yard. The main house has a heated square footage of 1865 sq/ft. The proposed ADU would be 800 sq/ft (approx 44% of Main House). Because of aging family, both sets of parent in their 80’s, and planning for our future, we are proposing to build accommodations all on one floor. The porches allow for separate spaces to relax. The ADU will have brick borders/foundations matching the brick foundations of the sheds.

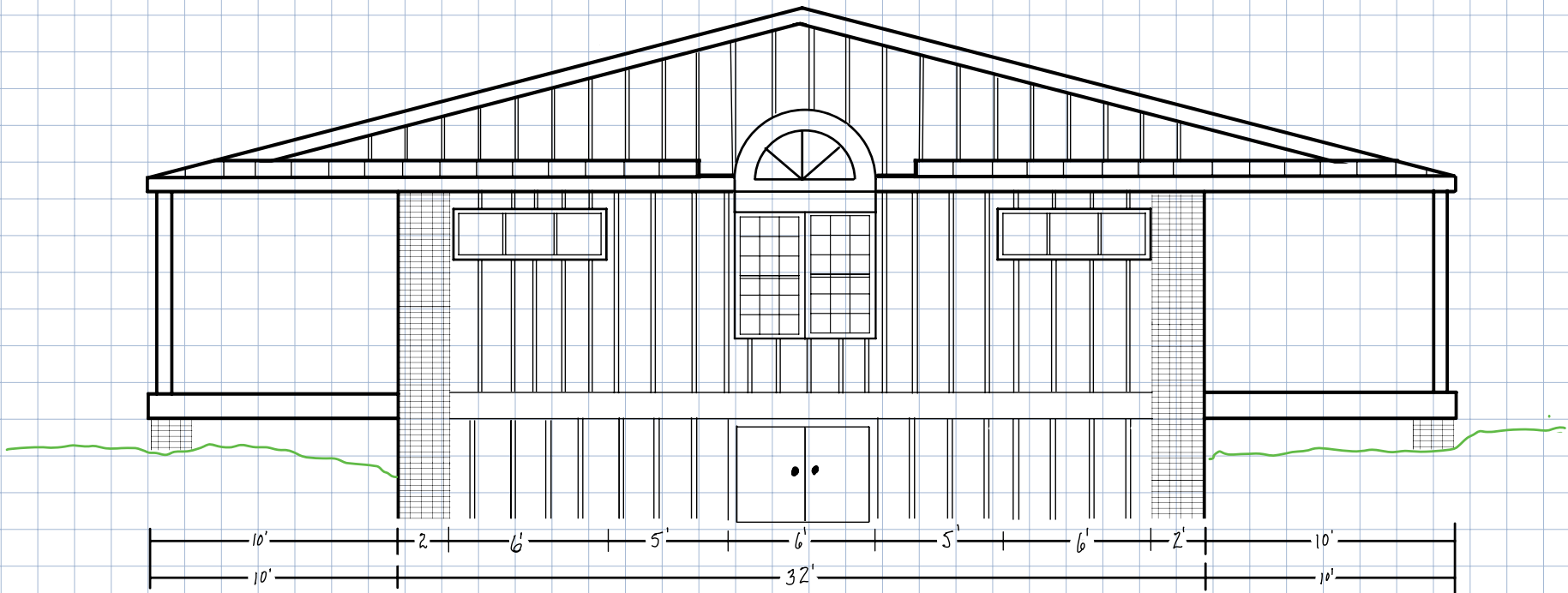


Southern Elevation

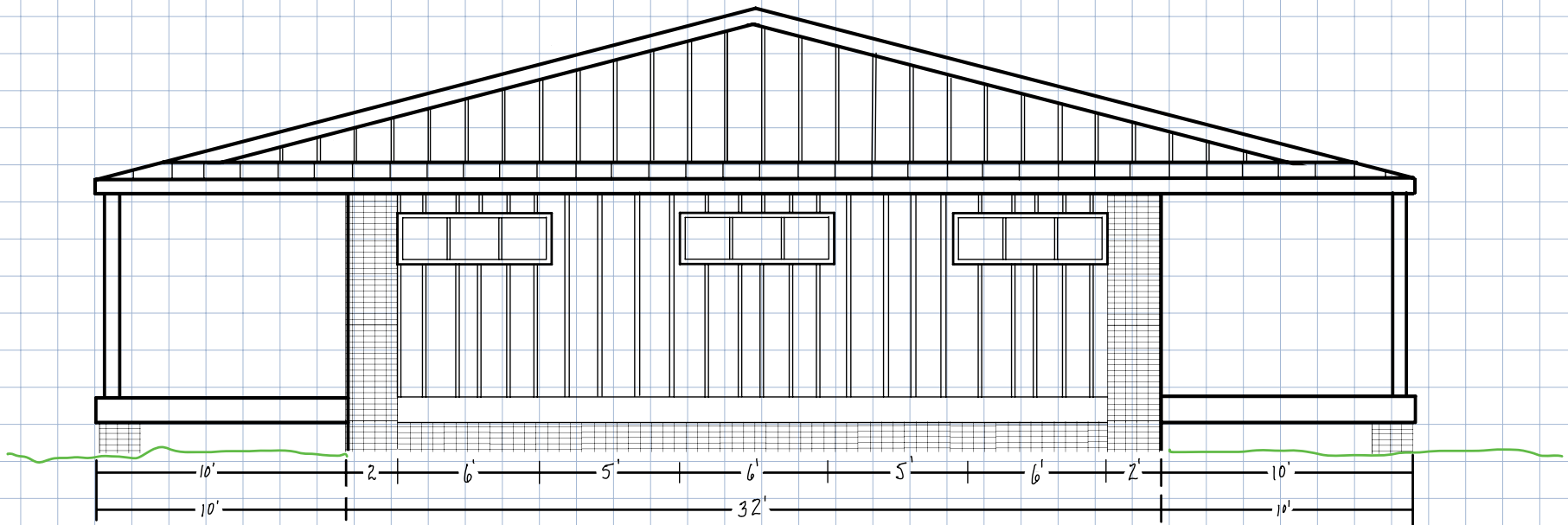


Northern Elevation





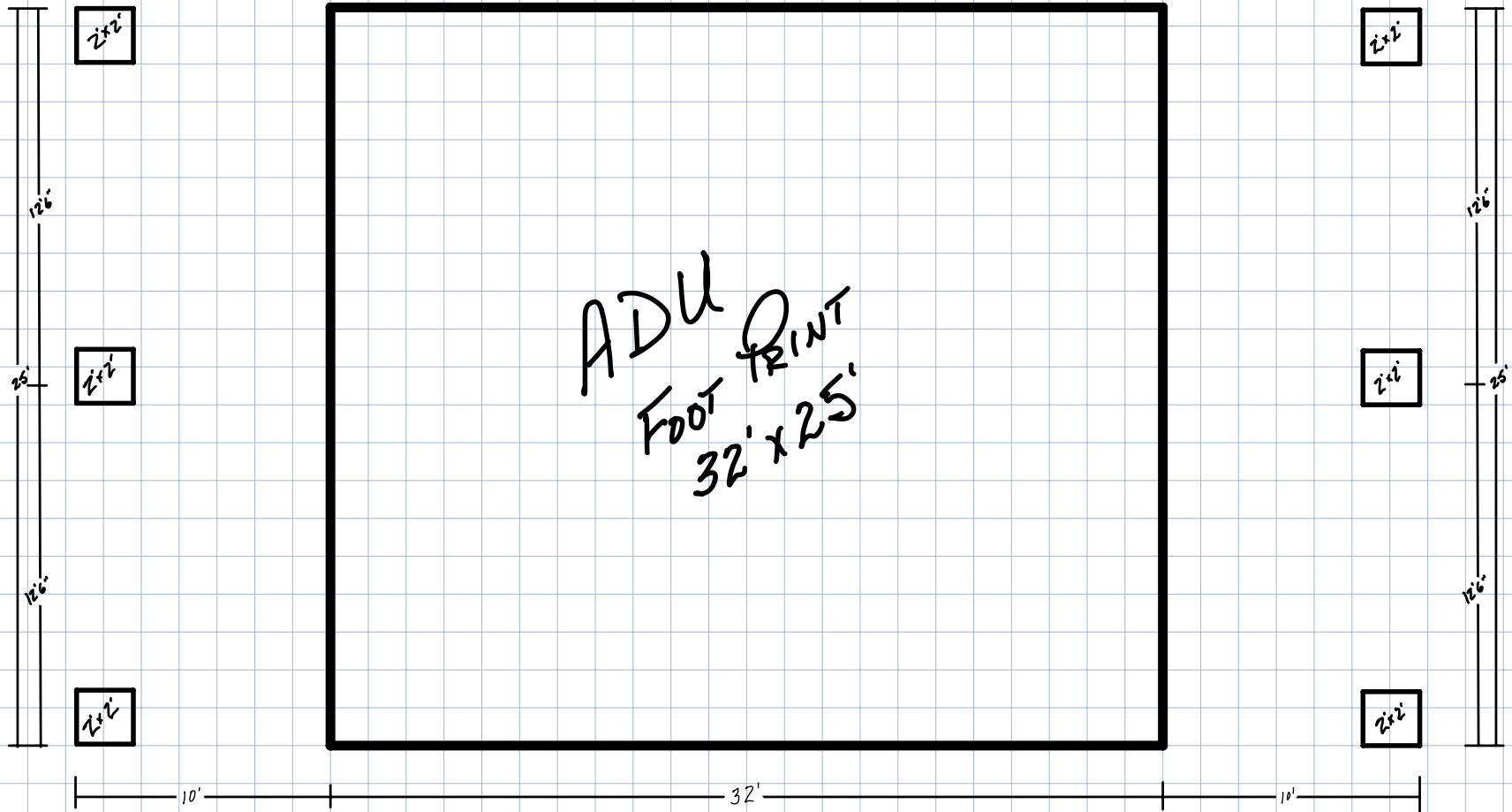
Eastern Elevation



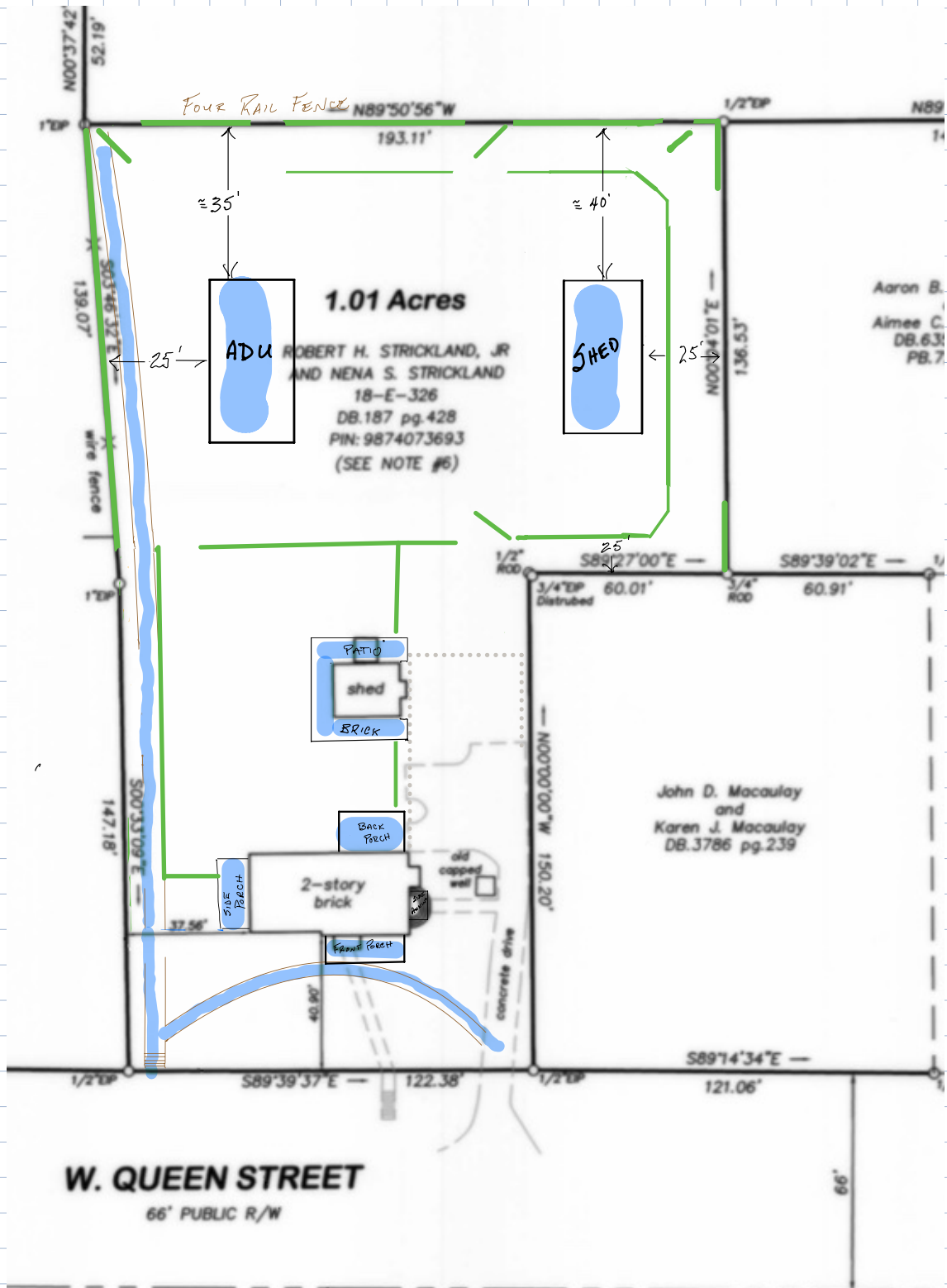
Western Elevation

## Materials list

1. Siding - Brick corners with wood board and batten painted/stained tan
2. Windows - Wood 9 pane 3X5, and transom 2x6
3. Doors - Wood with 1/2 Window
4. Trim - Wood (painted sage to match Brick Kitchen and House)
5. Roofing - Standing Seam Metal (with hipped returns on corners)
6. Floors - Treated Decking Boards on Porch
7. Post/Columns - Wood 6x6s







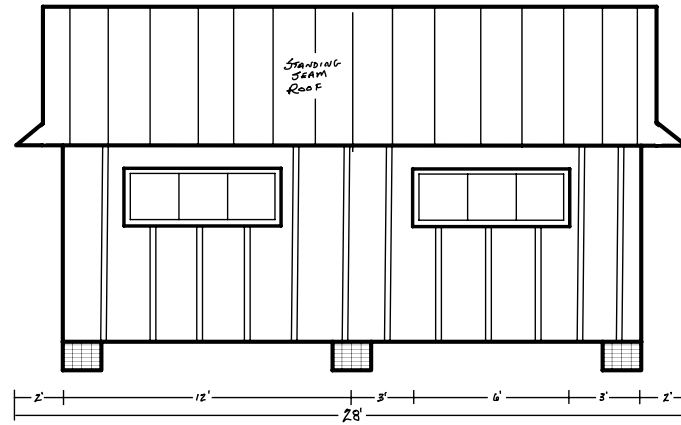




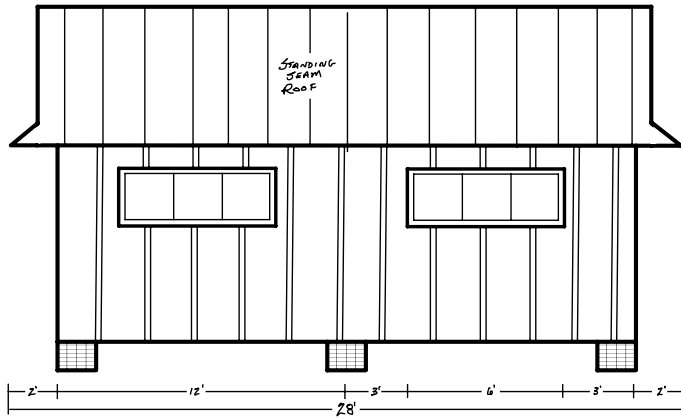


114 W. Queen Street Shed Proposal: The two sheds from the earlier proposal have been combined into one and moved to the center of the east side of the back yard. The new position of the shed means that no trees need to be removed. The sheds are to provide storage for furniture, tools, and yard implements, lawnmowers, bikes, wheelbarrows and camping equipment. The covered deck will be for working with plant potting, gardening, painting and messy projects. The shed provides for the deadening of traffic noise from Churton Street and optimizes the view from the house. The location still provides access across the back yard to the Burwell property for special event setup and parking.

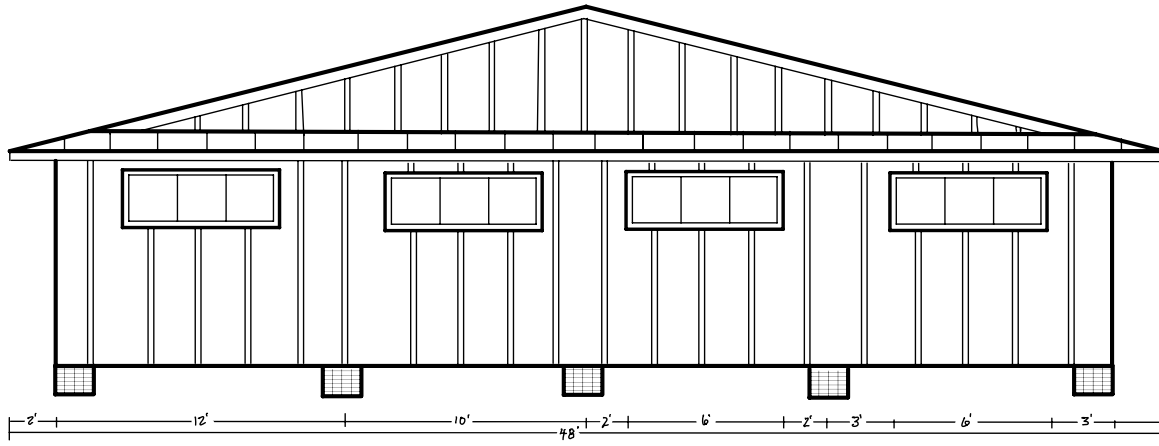




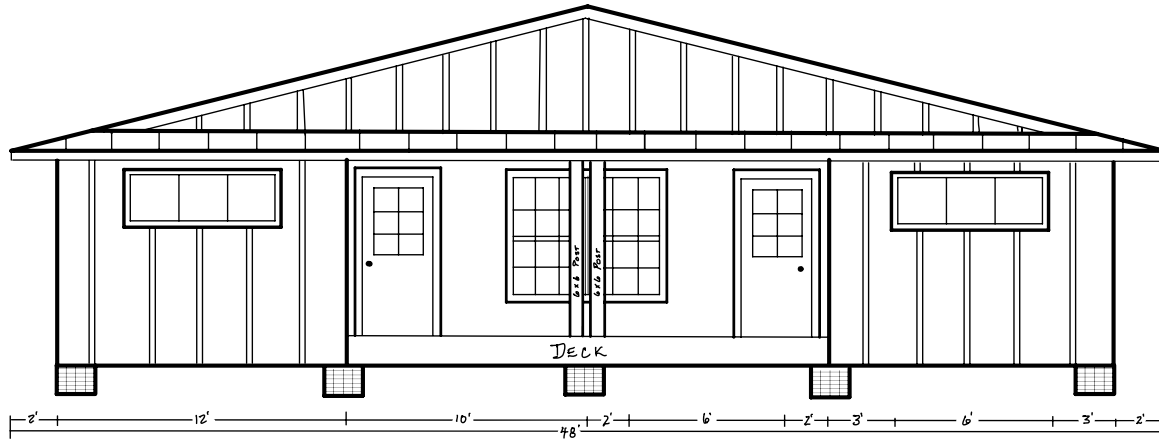
Northern Elevation



Southern Elevation



Eastern Elevation



Western Elevation





# Materials list

1. Foundation - Brick/Block
2. Siding - Board and Batten - wood painted/  
stained tan
3. Windows - Wood 6' x 2' Casement windows  
and 3X5 double hung 6 over 6 appropriately  
divided window panes
4. Doors - Wood 1/2 windowed with  
appropriately divided window panes
5. Trim - Wood (painted sage to match Brick  
Kitchen and House)
6. Roofing - Standing Seam Metal matching  
Main House
7. Floors - Wood
8. Post/Columns - Wood 6x6s

