

Agenda

HISTORIC DISTRICT COMMISSION

Regular meeting

6:30 p.m. April 3, 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 March 6, 2024

5. Written decisions review and approval

Approve written decisions from regular meeting on March 6, 2024

6. New business

- A. Certificate of Appropriateness Application: **207 W. Queen Street** – Applicant is requesting to replace an existing chain-link fence with a black aluminum picket fence that encloses the back yard. (PIN 9874176601)

7. Old business

- A. Certificate of Appropriateness Application: **114 W. Queen Street** – 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)

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. March 6, 2024

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



Present: Chair Will Senner, Vice Chair Mathew Palmer, and members Elizabeth Dicker, G. Miller, Hannah Peele, Sara Riek and Bruce Spencer

Staff: Planner Joseph Hoffheimer and Town Attorney Bob Hornik

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

Chair Will Senner called the meeting to order at 6:30 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.

Planner Joseph Hoffheimer informed the commission that the owners of 202 W. King St. have withdrawn their application.

4. Minutes review and approval

Minutes from regular meeting on Feb. 7, 2024.

Motion: Member G. Miller moved approval of the Feb. 7, 2024, minutes with a correction. Senner seconded.

Vote: 7-0.

Correction: Item 6A: after the vote to approve the application add: "Miller explained that he had voted to approve the finding of fact but voted against the motion to approve the application because it didn't include the proposed condition, which he considered to be necessary."

5. Written decisions review and approval

Written decisions from regular meeting on Feb. 7, 2024.

Motion: Member Sara Riek moved approval of the written decisions from the regular meeting on Feb. 7, 2024, as submitted. Senner seconded.

Vote: 7-0.

6. Old business

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

Applicant is proposing to add porches to the main house, add an accessory dwelling unit to the brick kitchen structure in the backyard, and construct two sheds in the northeast corner of the property (PIN 9874071780).

Hoffheimer informed the commissioners that the applicant had requested to continue the application at the April meeting.

Motion: Miller moved to continue the application at the April 3, 2024, meeting. Senner seconded.
Vote: 7-0.

7. New business

- A. Certificate of Appropriateness Application: 102 W. Queen St.
Applicant is requesting to install 15 roof-mounted solar panels (PIN 9874073693).

Senner opened the public hearing and asked whether there were any conflicts of interest or bias among the commissioners. Member Hannah Peele disclosed that she has personal bias toward solar energy and her personal opinions would prevent her from hearing the application in the context of the design standards and congruity with the Historic District.

Motion: Senner moved to recuse Peele from consideration of the 102 W. Queen St. application.
Miller seconded.
Vote: 6-0.

All commissioners disclosed that they had visited the site in preparation for reviewing the application. No other conflicts of interest were disclosed.

Hoffheimer was sworn in. Donnis Whitfield from Top Tier solar solutions and Susan Shipp, the property owner, were 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 solar panels on the ell face North Churton Street so require commission approval. The other panels do not face a street and would meet the minor works requirements. Staff recommend treating this proposal as one application, approving the panels that are not visible from North Churton Street, and deliberating about the panels that face North Churton Street.
- The east-facing solar panels three buildings away at 116 W. Queen St. are visible from North Churton Street.
- Staff did not receive any objections or comments from the public related to this application.

Whitfield provided some background information about the proposal. He explained that the initial goal was for the solar panels to not be visible from the street. The house requires 15 panels to provide enough solar-generated electricity to offset current electric needs. 11 of the panels will be located out of street view, but due to fire code setback requirements, shade trees, and the orientation of the roof, the only appropriate spot for the remaining four panels is in view of North Churton Street.

There was discussion of the optimal orientation for solar panels and where from the street the solar panels can be seen.

There was discussion of whether it would be feasible to install only 11 of the 15 panels. There was discussion of how to address solar panels within the context of the design standards. Town Attorney Bob Hornik reminded the commissioners that in addition to considering congruity with the district, North Carolina General Statutes do not allow the town to adopt rules of regulation that prevent solar panels from being installed.

There was discussion of the elevation of the roof in relation to the road. Shipp gave an estimated elevation, saying the bottom of the house sits at about eight to ten feet above the road because of the terrain. The house is one story, and the gable is moderately sloped, neither steep nor flat. There was discussion of the roof being naturally obscured by trees and the change in topography.

There was discussion of the visibility of the equipment on the north side of the house, which would include a utility meter and a main service panel. Whitfield showed a photograph of a main service panel as an example. Whitfield and Shipp described the low visibility of the equipment, explaining that it will face a small retaining wall, a tall 12- to 14-foot Ligustrum hedge, and the neighbor's privacy fence behind the hedge. Hoffheimer noted that the equipment will be located on the rear elevation, which is not character defining or visible.

Whitfield said the system would be considered a small, low-profile system.

Senner summarized the commissioners' discussion: the consensus was that there was not concern that the installation of the solar panels would be incongruous with the district. He noted that effort had been made to exhaust all opportunities for placing the solar panels on alternate elevations, and that the proposal was based on the only viable arrangement. He mentioned that the commissioners had also considered the fact that the panels are at least partially blocked from public view along North Churton Street because of grade changes and existing trees; the panels would not be placed on a character defining elevation; and the pitch of the back roof is relatively shallow.

Senner closed the public hearing.

Motion: Miller moved to find as fact that the 102 W. 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: Roofs; Sustainability and Energy Retrofit; and Site Features and Plantings. Member Elizabeth Dicker seconded.

Vote: 6-0.

Motion: Miller moved to approve the application as submitted. Vice Chair Mathew Palmer seconded.

Vote: 6-0.

B. Certificate of Appropriateness Application: 124 E. Union St.

Applicant is requesting to add rear and side additions to the existing house and a new accessory dwelling unit/garage behind the existing house (9874171925).

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.

David Cates, the draftsman and presenter for the applicant, and Kimberly Touzeau, the applicant, were 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:

- Staff find that the proposed shutters meet the design standards.
- Because the proposed outbuilding would function as both an accessory dwelling unit and a garage, staff recommend applying both the New Construction of Outbuildings and Garages and New Construction of Accessory Dwelling Units standards referenced in the applicable design standards section.
- Staff had questions about New Construction of Outbuildings and Garages 2 and 3 and New Construction of Accessory Dwelling Units 1, 5, 6, and 8. The applicant has provided several photo examples of garage/accessory structures within two blocks of the subject property.
- Staff have verified that the accessory dwelling unit portion of the outbuilding will include 416 heated square feet, which should comply with current zoning requirements. However, the commission is still allowed to discuss the size of the entire structure.
- Staff find the rear addition to be typical of other additions that the commission has recently approved. There was discussion in a recent meeting about Additions to Residential Buildings 6 that may be worth revisiting if this addition is proposed along with another structure.
- The partially enclosed side porch and the added door to it would be visible from the street.
- The windows on the proposed addition are not listed in the material list but are noted as aluminum-clad in the elevations.

Hoffheimer mentioned that staff did not receive any objections to this proposal from the public.

Cates introduced the proposal and provided additional examples of dwelling units over garages and massing examples that are either historic to the area or recently approved by the commission. The examples included the properties at 108 E. Orange St. and 121 W. Corbin St.

Cates confirmed that the windows would be aluminum-clad wood.

Senner expressed appreciation for the effort that went into locating the additions to minimize visible impact from the street and dropping the ridgeline to minimize impact relative to the rest of the house, as is congruent with the design standards.

Cates added that attempts were made to have the porch continue to be identifiable as a porch.

There was discussion about whether the example properties were approved by the commission. Cates clarified that the examples are meant to show that accessory dwelling units fit with the character of the neighborhood, not whether the commission had approved them.

There was discussion of the east side door, which Cates clarified will no longer exist because it will be absorbed by the addition. The existing door is tucked around a chimney and hardly visible from the street. In the remodel it will become interior space and will not be closed up in the same plane as it currently is.

Cates showed the commissioners the site plan. The commissioners expressed appreciation for the shrubs added along the west side of the driveway extension to provide screening to adjacent properties. Cates mentioned that the plans have been discussed with the adjacent neighbors.

Cates confirmed that the driveway will be extended and will be the same composition as the existing driveway. He explained that this will improve the current parking situation on the street by providing more space for off-street parking.

Commissioners expressed concern over the extent to which the proposed project expands the footprint of the property. There was discussion that the size of the addition itself is not out of the ordinary, but that the addition of a large accessory building seemed disproportionate to the size of the existing house. There was discussion of whether the proposal would be approved if the accessory building proposal were submitted at a later time.

Cates said that the size might appear more reasonable if volume were considered instead of area. He had calculated the volume of the existing house plus the new addition to be 29,388 cubic feet, and the garage as 18,660 cubic feet, which is 63% of the volume of the proposed main house. He added that the accessory building would be distant from the road and would look smaller because of diminishing perspective.

Senner said that the new structure does appear to be massed in a way that is subordinate to the main structure, though that this proposal might be at the limit of that threshold. He agreed that massing is a concern, but that the commission also needed to consider the overall built area on the site. He noted the relatively large size of the site and said that even though the project would add a lot of built space, there is still much green space on the site, allowing for a congruous balance of developed to undeveloped space.

There was discussion of what the accessory building would look like from the street. Most commissioners agreed that since the accessory building would be located behind the house, far from the street, the massing could feel comfortable because of distance and perspective.

There was discussion of whether the additions would be visible from Cameron Street. Cates and the commissioners viewed the property using Google Maps, finding that there is a line of trees that would provide screening for the view from North Cameron Street.

Cates confirmed that tree protection would be provided for the existing tree on the property.

There was further discussion of the proportion of the proposed footprint relative to the footprint of the existing structure and its distribution across the site. There was discussion of how to assess the ratio of built to unbuilt area and its congruity with the Historic District. There was also discussion of the consistency of the commission's evaluation of applications.

Cates said that he had designed the project to be congruous with the rest of the historic district and had provided photos of similar properties as evidence.

The commissioners noted that there are examples of properties with similar massing and standalone garage structures that exist on the same block as the applicant property.

There was discussion of the 50-foot setback from the street to the house and 30-foot distance between the addition and the garage. Cates said the garage will be sited 165 feet from East Union Street. It was noted that the house across the street, which has similar massing, is located closer to the street than the applicant property.

A few commissioners expressed concern about the blank wall of the accessory building, noting that the large spaces without windows make the building feel more massive and solid. It was also noted that the wall will not necessarily be seen from the street.

The commissioners discussed the front elevation for the proposed addition. Cates confirmed that the previous owners removed the shutters, and that they are proposed to be replaced in a more appropriate manner. The new double shutters will be made of wood, will be operable, and will be sized to cover the window.

There was discussion of the change to the porch. It was noted that this is a character defining elevation and that the porch used to be open so trees could be seen behind it. The proposed project turns that view into a wall and a door.

Cates said that the applicant's desire was to make the porch an office space, and that he had recommended leaving as much of the porch as possible. He explained that the porch still exists but is shallower and that a door onto a porch is not incongruous with the district. Senner clarified that the proposal is not a change to the front plane of the house; the modification is set back behind the front plane. Cates further explained that the addition begins behind the existing chimney, and that most of the porch will remain as-is.

Cates added that some of the metal work on the porch will be maintained. There was discussion of the railing and metal work being character defining features.

The commissioners discussed the left elevation. Cates confirmed that the porch railing will be cut and will terminate at the new wall. The commissioners asked if a vertical metalwork piece could be added at the intersection so the railing terminates in vertical metalwork. Cates assented.

There was discussion of the bottom of the addition sitting lower than the elevation of the porch floor. Cates explained that the existing porch is a concrete slab, and the floor of the addition will have to be lower to install a standard floor system. He chose to continue the siding at that point instead of adding a notch of brick into the siding. He confirmed that the brick will not be expanded.

There was discussion of the gable of the porch and the side of the new addition. Peele asked whether the two would be coplanar, with the vinyl siding adjacent to the Hardieplank. Cates suggested that a trim board at the junction could create visual separation. He explained that he tried not to introduce more gables in order to keep the roof not visible from the front. There was discussion of replacing the vinyl with Hardieplank. Both Cates and Touzeau agreed to that solution. The commissioners decided to add the siding material as a condition if the application were approved.

There was discussion of the shape and proportion of the windows on the addition. Cates explained that the windows are taller than they are wide and that they are sliding windows to match a three-season

room in the applicant's current residence. Touzeau expressed flexibility regarding muntins and divided lites but that they were not included in the proposal because she wanted the room to have the feel of a three-season room.

Senner referenced the design standards, which say that windows should be harmonious, but not that they must be identical. There was discussion of whether the windows without muntins would be incongruous with the district. It was noted that the office windows are more visible from the street than the rear windows. The commissioners agreed that muntins and simulated divided lites would be less incongruous with the district, and Touzeau agreed to include muntins in the windows, including in the window in the rear on the right elevation.

Cates clarified that the stairs on the site plan that are located on the south side of the existing building are existing basement steps.

Cates confirmed that metalwork would be used for the railings of the front stoop and porch, and that the handrails for all other exterior stairs would be wood. He also noted that the stairs will not be visible from the street and that there are numerous examples of wood railings and pickets on many houses in the Historic District. He added that these additions of exterior stairs could be considered new construction, and that the different materials set them apart from the existing historic elements.

Cates confirmed that the lap of the Hardieplank siding on the east elevation will match the current siding.

The commissioners discussed the option of including muntins on the door to the office in the rear elevation.

Cates confirmed that the existing brick on the façade underneath where the existing roof will be removed will be exposed and cleaned up.

Cates confirmed that all vinyl siding will be replaced with Hardieplank, as discussed earlier in the meeting.

The commissioners moved on to discussing the accessory building.

There was discussion of whether adding gables to the dormer of the accessory dwelling unit would be more compatible with the existing house than a shed dormer. Cates said that if a gabled dormer were added it would increase the volume of the structure. Miller suggested that a gabled dormer might give the structure a more congruous look from the street.

There was discussion of the roof form of the left elevation. Commissioners noted that it seemed visually busy with many different planes, in part because the lean-to straddles the roof elevation. Cates said he had originally had the roof of the left elevation extend all the way over, which ended up seeming visually imposing, so he introduced the roof break. He said it also helped to make the dormer look more centered.

There was discussion of the location of the lean-to. Cates said it could be shifted farther to the south. He also noted that introducing gables would add more complexity to the roof line. Some commissioners agreed that a shed roof is the simplest roof form for this structure.

The commissioners expressed appreciation for the consideration that went into dropping the roof to decrease the massing.

Cates described the complexity of designing the roof forms on the rear elevation and mentioned the challenge involved in designing the lean-to, which was in essence an ancillary structure to an accessory structure. Touzeau explained that the purpose of the lean-to was to provide a protected and non-visible parking spot for an Airstream trailer.

There was discussion of the option of moving the lean-to roof farther south to be flush with the edge of the building, and how that adjustment might add symmetry and reduce visual conflict with the dormer. The commissioners decided to allow that adjustment as an option but to not require it since the proposed design did not seem to be incongruous with the district.

There was discussion of the windowless wall on the studio portion of the accessory building. Cates explained that the applicant would be using the space as a recording studio and that introducing windows would make the acoustics more challenging. There was discussion of adding landscaping to break up the large wall space.

Cates confirmed that the shadow elevation on pg. 93 should read "View . . . from E. Union Street" instead of E. Queen Street.

Cates confirmed that the horizontal line on the left side of the dormer on the exterior elevation back was a software glitch. He also confirmed that the metalwork on that elevation was for massing only, and not a proposed part of the project.

There was discussion of adding muntins on the front door of the new office that leads to the porch.

Senner summarized the commissioners' discussion:

There was no concern beyond the proposed conditions about anything in the proposal being incongruous with the Historic District. The additions and accessory building were deemed to be sited in the rear of the property, consistent with rest of district; they maintained a similar developed-to-undeveloped ratio; and they were designed to be subordinate to the primary structure based on height, scale, and orientation.

Senner summarized the proposed conditions:

- Include tree protection for the large existing tree adjacent to the accessory building.
- Existing vinyl siding will be replaced with Hardieplank in all locations.
- Existing metal ornate column that is removed from the porch shall be repurposed at the termination of the porch to the new addition.
- Windows and doors on the porch addition on the left elevation will be simulated divided lite with muntins to align with existing windows on the house.
- The applicant has the option, which is encouraged by the commission, to adjust the lean-to on the accessory building. It may be shifted south to align with the proposed south end of the structure so it is not straddling the dormer.
- The applicant shall add screening in front of the right elevation of the accessory building in the location where there are no windows, to mitigate massing concerns and in consideration of the view from the adjacent property. This screening may be either landscaping or trellis to support vegetation, made of materials deemed appropriate within the compatibility matrix.

Touzeau confirmed that she was amenable to the proposed conditions.

Touzeau raised a question about shifting the accessory building south 15-20 feet to increase space for parking and allow for additional landscaping under the front windows of the accessory building.

The commissioners agreed that this change was appropriate and that it further mitigated concerns about the massing of the accessory structure.

The commissioners added a condition: The outbuilding may be sited up to 20 feet further south. The driveway shall be extended accordingly and the parking turn-in to that additional space shall be increased. With extension of the driveway, there would also be extension of the screening landscaping to the west.

Senner closed the public hearing.

Motion: Miller moved to find as fact that the 124 E. Union 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: New Construction of Outbuildings and Garages; New Construction of Accessory Dwelling Units; Additions to Residential Buildings; Walkways, Driveways, and Off-Street Parking; Exterior Lighting; Architectural Metals; Doors; Porches, Entrances, and Balconies; and Sustainability and Energy Retrofit. Riek seconded.

Vote: 7-0.

Motion: Miller moved to approve the application as submitted with the proposed conditions. Member Bruce Spencer seconded.

Vote: 7-0

Conditions:

- Tree protection shall be provided for the large existing tree adjacent to the accessory building.
- Existing vinyl siding will be replaced with Hardieplank in all locations.
- Existing metal ornate column that is removed from porch shall be repurposed at the termination of the porch to the new addition.
- Windows and doors on the porch addition on the left elevation will be simulated divided lite with muntins to align with existing windows on the house.
- The applicant has the option, which is encouraged by the commission, to adjust the lean-to on the accessory building. It may be shifted south to align with the proposed south end of the structure so it is not straddling the dormer.
- Screening shall be added in front of the right elevation of the accessory building in the location where there are no windows, to mitigate massing concerns and in consideration of the view from the adjacent property. This screening may be either landscaping or trellis to support vegetation, made of materials deemed appropriate within the compatibility matrix.
- The outbuilding may be sited up to 20 feet further south. The driveway shall be extended accordingly and the parking turn-in to that additional space shall be increased. With extension of the driveway, there would also be extension of the screening landscaping to the west.

8. Fee schedule updates

Hoffheimer presented the proposed fee schedule. He explained that fees for planning are not coded specifically enough to determine precisely how Historic District Commission application fees offset the program's operating expenses. He said the fees do offset operation costs but do not come near to covering them all.

The commissioners supported the fee increases and expressed that they would support even further increases, especially within a progressive rate system and sliding scale fees. They specifically suggested increasing the demolition fees and significantly increasing the after-the-fact application fees.

Commissioners were generally interested in the idea of having minor and major tiers for Certificates of Appropriateness applications, based on the extent of the proposed project.

The commissioners expressed surprise at Hillsborough's low fees compared to similar historic districts. There was discussion of how higher fees may reflect a more professional process.

Hornik added that the town's planning and utilities departments have started to be much less lenient about enforcing rules due to the costs of non-enforcement that have accrued in recent years.

Hoffheimer said the town received 25 or 26 Certificate of Appropriateness applications last fiscal year, and that there are typically 80-100 minor works approvals per year.

There was continued discussion of educating residents about the Historic District Commission's parameters and why the commission exists.

Hoffheimer said he would take the commission's recommendations to staff and to the Board of Commissioners. Commissioners expressed interest in drafting a letter in support of fee schedule changes and attending a Board of Commissioners meeting to speak in support of further increases to certain fees.

9. General updates

There was discussion of adding an additional certification to the Certificate of Appropriateness application for applicants to certify that the estimated project cost is accurate and that work will be conducted according to the approved plans. There was also discussion of adding language to the application guidelines encouraging professional drawings for larger projects, potentially including additions and new construction projects that would require a building permit or would meet the requirements for a proposed major Certificate of Appropriateness tier.

The commissioners discussed creating a fillable application template from examples of thorough applications to provide a model with clarity and guidance.

There was discussion of the rules of procedures around tabled applications and public notice.

10. Adjournment

Senner adjourned the meeting at 9:16 p.m. without a vote.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Joseph Hoffheimer". The signature is fluid and cursive, with a long horizontal stroke at the end.

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
) 102 W. Queen Street
)

This application for a Certificate of Appropriateness (“COA”) proposing 15 roof-mounted solar panels came before the Hillsborough Historic District Commission (the “HDC”) on March 6, 2024. The HDC held a quasi-judicial hearing and, based on the competent, material, and substantial evidence presented at the hearing, voted 6-0 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 102 W. Queen Street in the Town of Hillsborough. The Owner and Applicant is Susan Shipp (the “Applicant”).

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

Install 15 roof-mounted low-profile solar panels, 11 on the western roof slope and four on the eastern roof slope of the rear ell.

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 *Roofs, Sustainability and Energy Retrofit, and Site Features and Plantings*, were used to evaluate this request, and the Application is consistent with these standards for the following reasons:

- a. All opportunities were exhausted for placing solar on alternate elevations, and the proposal was based on the only viable arrangement.
- b. The panels are at least partially blocked from public view along North Churton Street because of grade changes and existing trees.
- c. The panels will not be placed on a character defining elevation.
- d. The pitch of the back roof is relatively shallow.

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. Robert Hornik, Town Attorney, reminded the Commission that N. C. General Statutes do not allow the Town to adopt regulations that prevent solar panels from being installed.
- c. Donnis Whitfield, representative from Top Tier Solar (the “Contractor”), appeared to present testimony and evidence in support of the Application.
- d. Susan Shipp, 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 3rd day of April, 2024.

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.

BEFORE THE HILLSBOROUGH HISTORIC DISTRICT COMMISSION

) Application for
) Certificate of Appropriateness
) 124 E. Union Street
)

This application for a Certificate of Appropriateness (“COA”) proposing rear and side additions to the existing house and a new accessory dwelling unit/garage behind the existing house came before the Hillsborough Historic District Commission (the “HDC”) on March 6, 2024. The HDC held a quasi-judicial hearing and, based on the competent, material, and substantial evidence presented at the hearing, voted 7-0 to approve the Application with conditions. 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 124 E. Union Street in the Town of Hillsborough. The Owner and Applicant is Kim Touzeau (the “Applicant”).

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

a. Construct a rear 20’ by 25’ addition, a small 8’-4.5” by 18’-5” addition on the west side, and a small 11’-1 9/16” by 8’-6 5/16” addition on the east side; All additions are proposed to have Hardie board lap siding (smooth side out), Miratec

trim, aluminum clad SDL windows, asphalt shingles to match, and brick foundation to match; The only exception to this is the proposed rear steps are proposed to have flagstone treads and stone foundations/risers with wood railings/pickets; No changes are proposed on the front elevation of the house other than the replacement of shutters which were removed during a recent renovation by the previous owners; The replacement shutters will be operable wood shutters; The only visual changes from the street are all behind the front plane of the house; 3'-9" of the west addition will be visible from the street but is 34'-6" from the front plane of the house and 111' from E Union Street; The front left porch is being retained visually from the street; A rear portion of the front left porch is being enclosed along with the new east side addition; The tallest portion of the house addition is proposed to be 4 feet below the ridge line of the existing house.

b. Construct a 25' by 58' garage/ADU/studio with a 13' by 24' shed porch on the east side; This new building will be Hardie board lap siding (smooth side out), Miratec trim, asphalt shingles, aluminum clad SDL windows, steel garage door (no wood grain finish), fiberglass doors (on the west and east elevations) and aluminum clad glass door on south elevation; The ridge of the new building is proposed to be 22'-10 5/8" tall and the existing ridge of the house is 23'-1 7/16"; Due to the slope of the property, the ridge of the new building is actually more than 1'-8" below the existing house; The new building is proposed to be 165' from E Union Street; From

a massing standpoint, the footprint of the existing house with addition is 2,404 square feet and the footprint of the garage/ADU/studio is 1,762 square feet.

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 *New Construction of Outbuildings and Garages; New Construction of Accessory Dwelling Units; Additions to Residential Buildings; Walkways, Driveways, and Off-Street Parking; Exterior Lighting; Architectural Metals; Doors; Porches, Entrances, and Balconies; and Sustainability and Energy Retrofit.*, were used to evaluate this request, and the Application is consistent with these standards for the following reasons:

- a. The siting of the additions and accessory building was deemed consistent with the rest of the district.
- b. The additions and accessory building will maintain a similar developed-to-undeveloped ratio.
- c. The additions and accessory building are subordinate to the primary structure based on height, scale, and orientation.

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. David Cates, presenter for the Applicant, appeared to present testimony and evidence in support of the Application.

- c. Kim Touzeau, the Applicant, appeared to present testimony and evidence in support of the Application. Touzeau confirmed that she was amenable to the proposed conditions.

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. Tree protection shall be provided for the large existing tree adjacent to the accessory building.
- b. Existing vinyl siding will be replaced with Hardieplank in all locations.
- c. Existing metal ornate column on porch that is removed shall be repurposed at the termination of the porch to the new addition.
- d. Windows and doors on the porch addition on the left elevation will be simulated divided lite with muntins to align with existing windows on the house.
- e. The applicant has the option, which is encouraged by the commission, to adjust the lean-to on the accessory building. It may be shifted south to align with the proposed south end of the structure so it is not straddling the dormer.
- f. Screening shall be added in front of the right elevation of the accessory building in the location where there are no windows, to mitigate massing concerns and in consideration of the view from the adjacent property. This screening may be either landscaping or trellis to support vegetation, made of materials deemed appropriate within the compatibility matrix.

This the 3rd day of April, 2024.

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: 207 E. Queen Street

Year Built: c. 1962

Historic Inventory Information (2013)

This one-story, hip-roofed Ranch house is six bays wide and double-pile with an inset carport on the right (east) end of the façade and a projecting hip-roofed wing on the left (west) end of the façade. The house has vinyl siding, an interior brick chimney, and original two-over-two horizontal-pane wood-sash windows including two-over-two windows flanking a picture window near the right end of the façade. The four-light-over-four-panel door, near the center of the façade, is accessed by an uncovered brick stoop. The inset carport is supported by square posts and there are horizontal boards on the lower half of the wall and enclosed storage at the rear. A small gabled ell projects from the right rear (northeast). County tax records date the building to 1962.

Contributing Structure? Yes

Proposed work

- Replace an existing chain-link fence with a black aluminum picket fence that encloses the back yard.

Application materials

- Certificate of Appropriateness (COA) application
- Site plan
- Narrative
- Example photos

Applicable Design Standards

- Fences and Walls: 8, 9

Staff Comments

- The HDC 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 HDC recently approved a similar backyard aluminum fence at 309 Mitchell St.
- The proposed fence height has changed to 4.5 feet.



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

9874 - 17 - 6601
Orange County Parcel ID Number

Zoning District

207 E. Queen Street
Address of Project

Kenneth B. Garrison
Applicant Name

Property Owner (if different than applicant)

207 E. Queen Street
Applicant's Mailing Address

Property Owner's Mailing Address

Hillsborough, NC 27278
City, State ZIP

City, State ZIP

919-724-3058
Applicant Phone Number

Property Owner's Phone Number

kengarrison0308@gmail.com
Applicant's Email

Property Owner's Email

Description of Proposed Work: replacing chain-link fence; enclosing back yard w/
Estimated Cost of Construction: \$ 4800 4' black aluminum picket -

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.

Kenneth B. Garrison 03-14-2024
Applicant's Signature (Optional) Date

Property Owner's Signature (Required) Date

Staff Use Only:

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

Amount: \$ 10.00

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

Amount: \$ _____

Total Due: \$ 10.00

Receipt #: 060280

Received by: Joseph Hoffbauer Date: 3/14/24

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 Manager: _____

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

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.

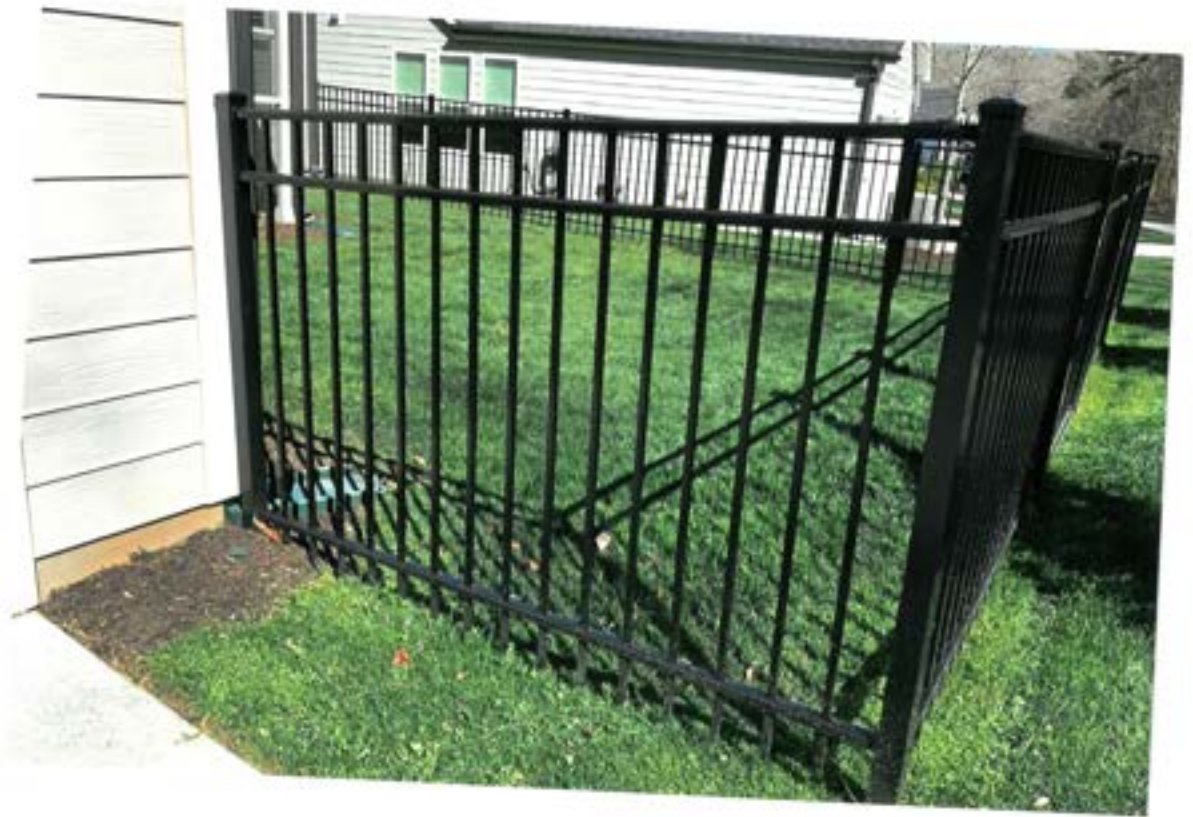
All applications must include the following documents and plans:

(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.

We would like to enhance the appearance of our property by removing the existing chain-link fence in the back and replacing it with a four-foot high black aluminum spaced picket decorative fence (see accompanying picture). Additional fencing along the right side would complete the project, enclosing the back yard.

See fence plan, marked in orange, on the accompanying copy of survey.

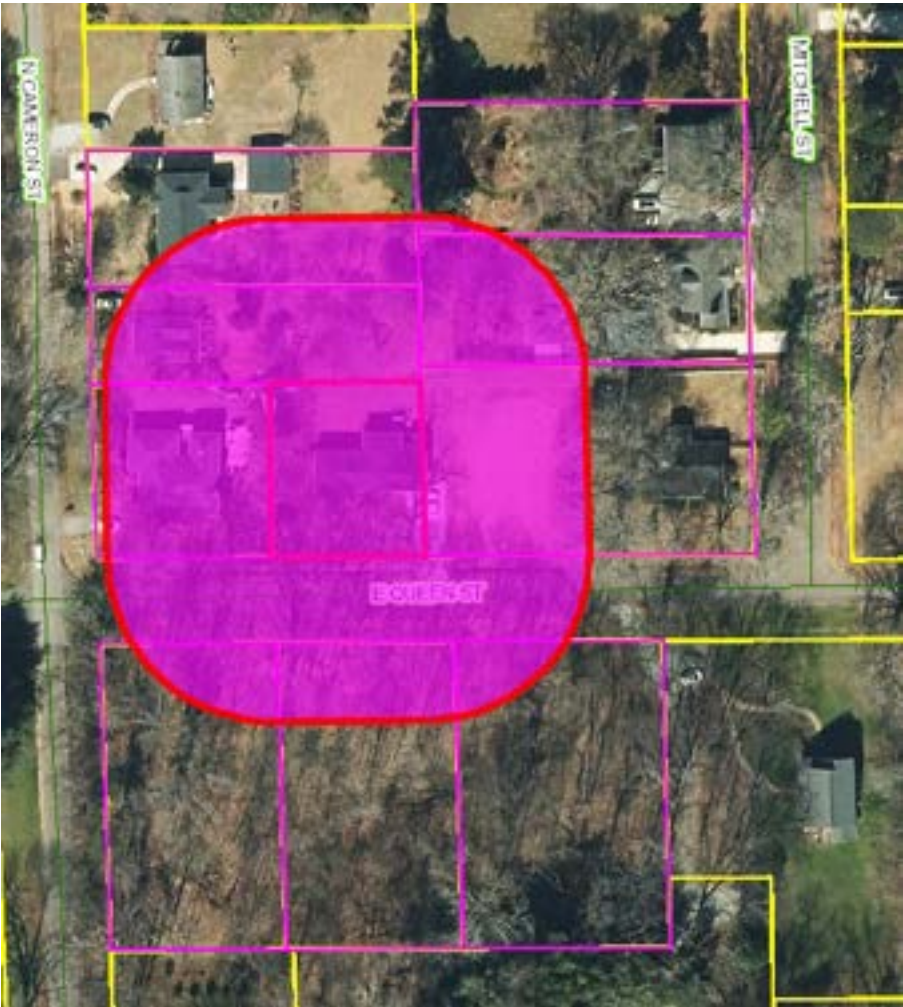


I, Joseph Hoffheimer, hereby certify that all property owners within 100 feet of and the owners of PIN 9874176601 (the affected property) have been sent a letter of notification of the Certificate of Appropriateness application before the Historic District Commission by first class mail in accordance with the Hillsborough Zoning Ordinance.

3/20/2024
Date

Joseph Hoffheimer, Planner
(for Hillsborough Planning Department)

PIN	OWNER1_LA	OWNER1_FIRST	OWNER2_LA	OWNER2_FIRS	ADDRESS1	CITY	STATE	ZIPCODE
9874174691	FOX	HOLLY L	FOX	KRISTOPHER A	302 N CAMERON	HILLSBORO	NC	27278
9874175477	WOODMAN	ELIZABETH L			121 N WAKE ST	HILLSBORO	NC	27278
9874175629	FOX	HOLLY L	FOX	KRISTOPHER A	302 N CAMERON	Hillsboro	NC	27278
9874175726	SWAINEY	WALTER	SWAINEY	MARY JEAN	308 N CAMERON	HILLSBORO	NC	27278
9874176487	WOODMAN	ELIZABETH L			121 N WAKE ST	HILLSBORO	NC	27278
9874176601	GARRISON	KENNETH B	VAUGHAN	BRENDA G	207 E QUEEN ST	HILLSBORO	NC	27278
9874177498	SAGI	CELESTE B	SAGI	JACOB S	1236 CLANDON S	HILLSBORO	NC	27278
9874177623	ZARAGOZA	JOSEPH L	ZARAGOZA	MARY L	215 E QUEEN ST	HILLSBORO	NC	27278
9874177721	BURTON	CHARLES MICHAEL	S	MIRIAM ANN	307 N MITCHELL S	HILLSBORO	NC	27278
9874177729	HARRIS	WILLIAM E	HARRIS	FRANCES B	309 MITCHELL ST	HILLSBORO	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 two sheds in the northeast corner of the property.

Application materials

- Certificate of Appropriateness (COA) application
- Porches narrative, elevations, site plan, materials list, and example photos
- ADU narrative, elevations, materials list, and site plan
- Sheds site plan, narrative, floor plan, elevations, 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 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 likely are 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 HDC approval due to its size.
- The ADU has been redesigned and relocated to the northwest of the Strudwick Kitchen. Because the altered ADU still exceeds the required setbacks and no longer adjoins a historic structure, staff do not find the relocation significant enough to justify renotifying adjacent property owners.
- The size of the revised ADU now exceeds the maximum of 800 square feet currently allowed by the Town's Unified Development Ordinance (UDO). The Hillsborough Historic District should not include any existing purpose-built ADUs of this size or larger, but it may include larger accessory structures. Because the HDC only evaluates exterior changes, the commission is allowed to approve the ADU as submitted. However, the Town's UDO would have to change before staff can sign off on a building permit for the ADU (staff may separately sign off on the other components of this project).
- The sheds have not changed since the January regular HDC meeting.



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

Zoning District

114 W QUEEN ST

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 Manager: _____

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

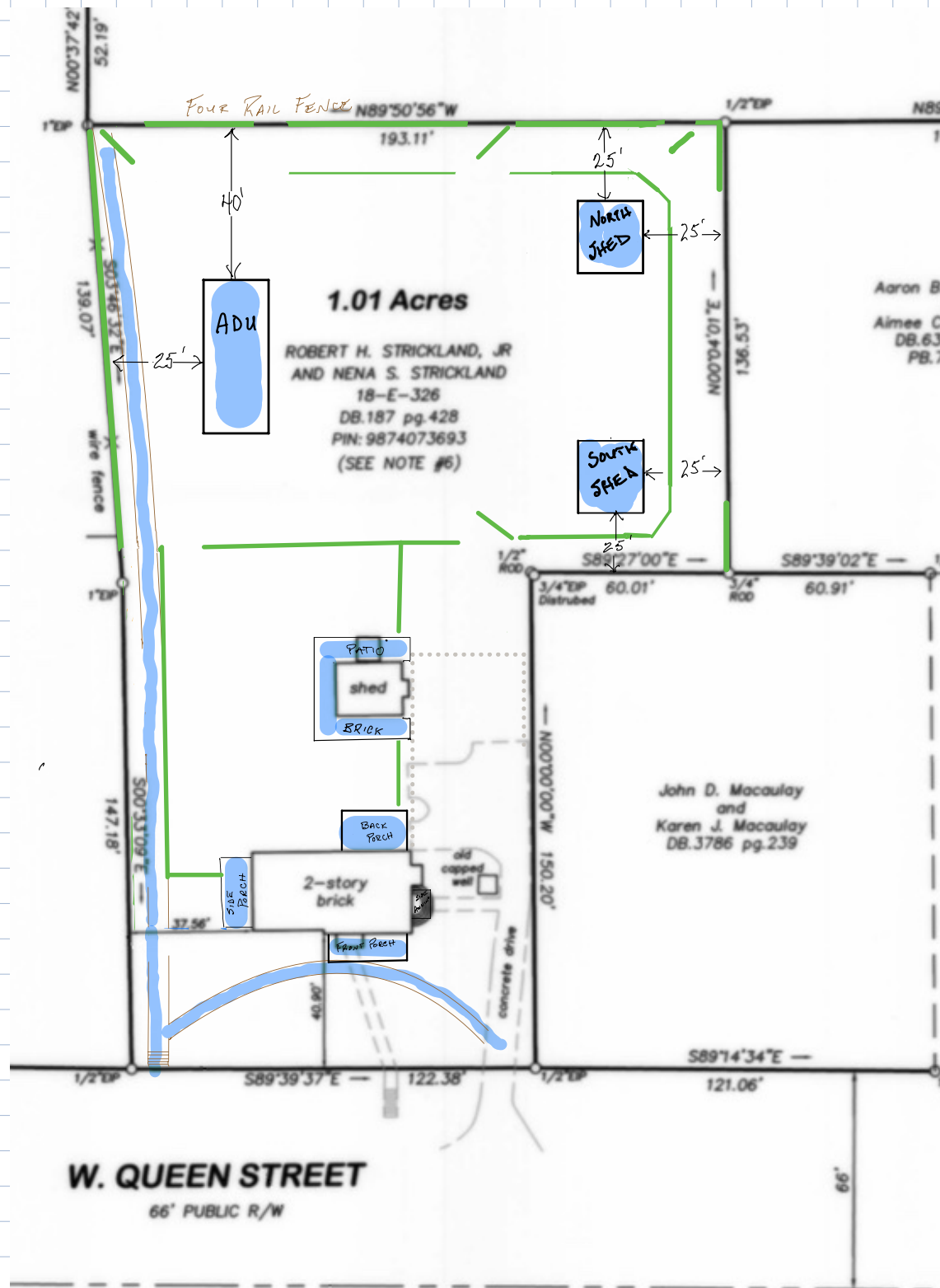
☐ Approved ☐ Denied

Commission Vote: _____

Conditions or Modifications (if applicable): _____

Historic District Staff Signature

Date



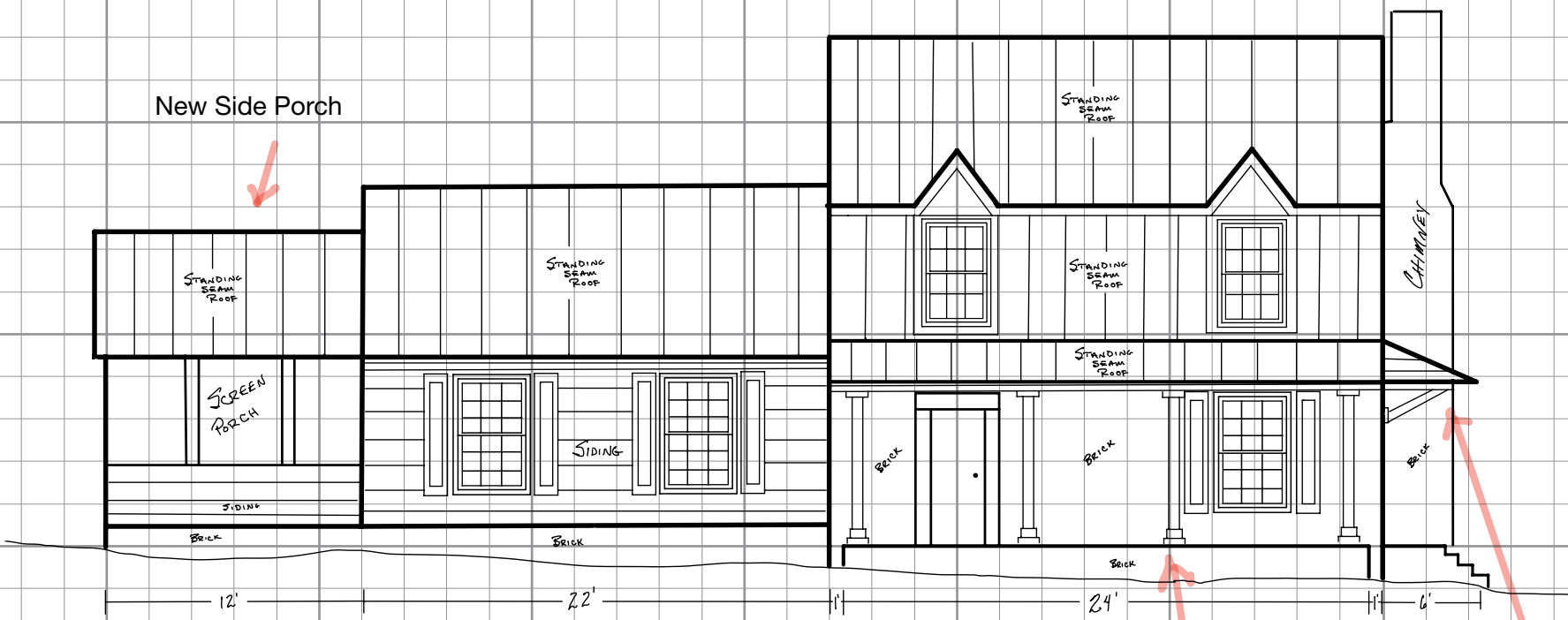


South Elevation

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 stainless 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 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 sides away from driveway) will be added to the Brick Kitchen to help with drainage away from the foundation.



Existing
South Elevation



New Side Porch

Proposed

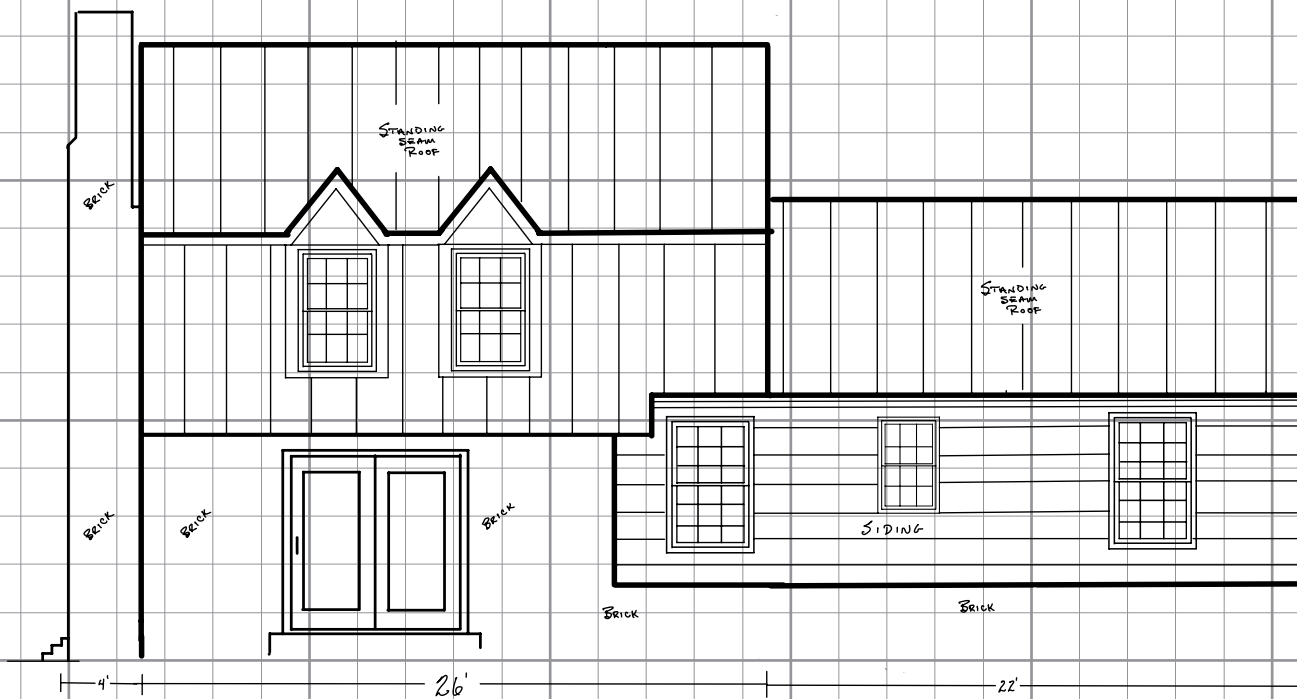
South Elevation

New Front Porch

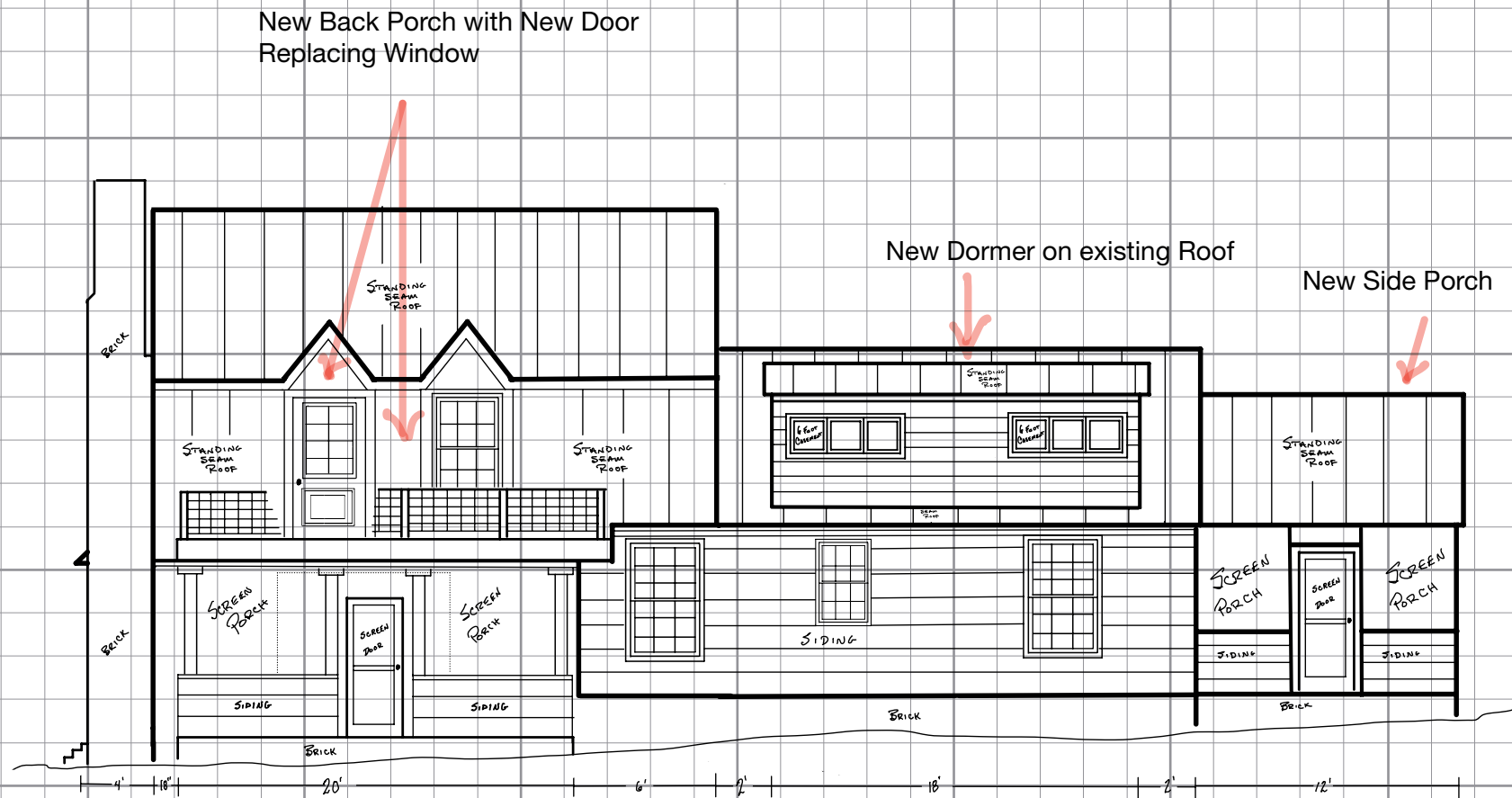
New Side Awning



North Elevation



Existing
North Elevation



Proposed
North Elevation

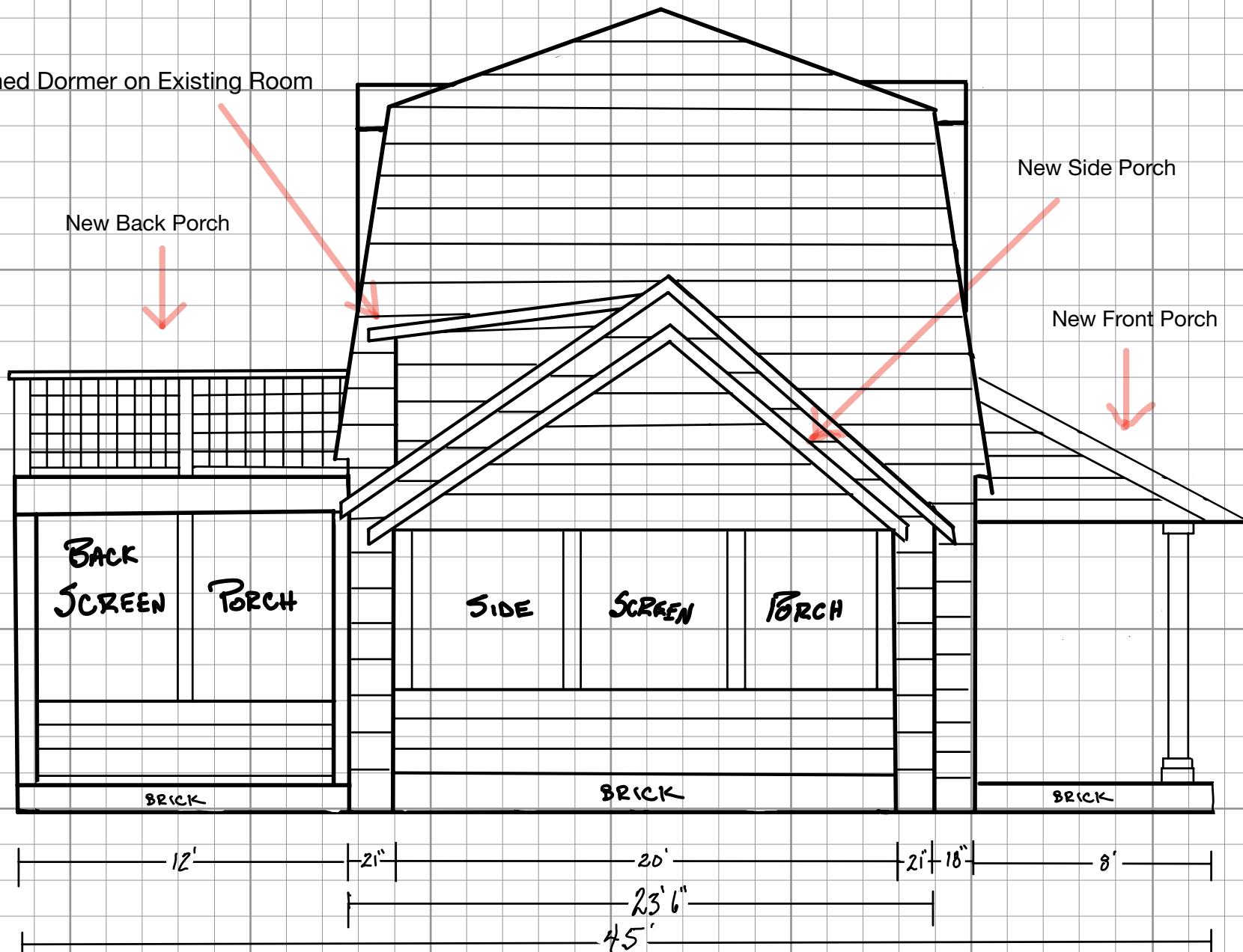


New Shed Dormer on Existing Room

New Back Porch

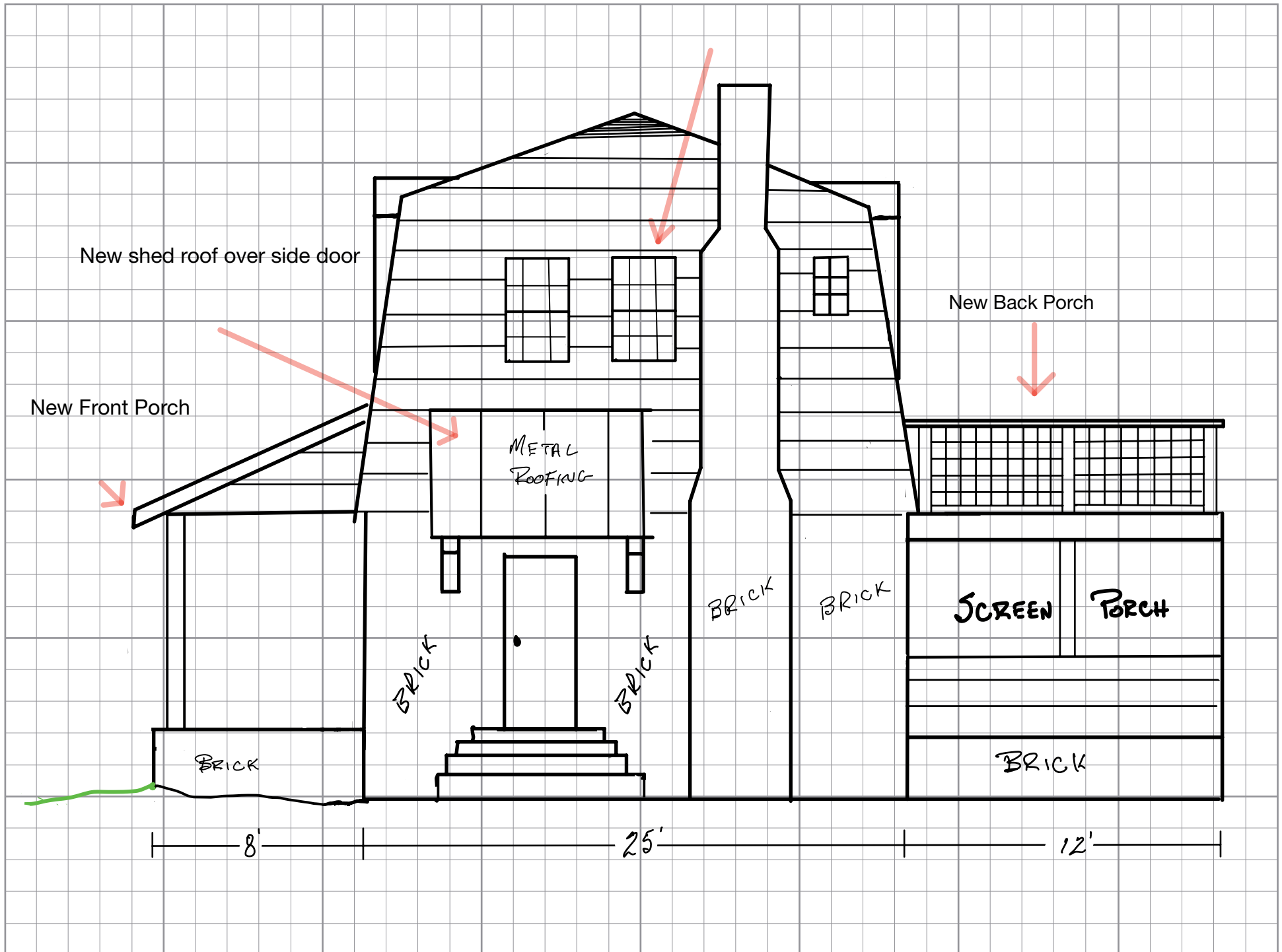
New Side Porch

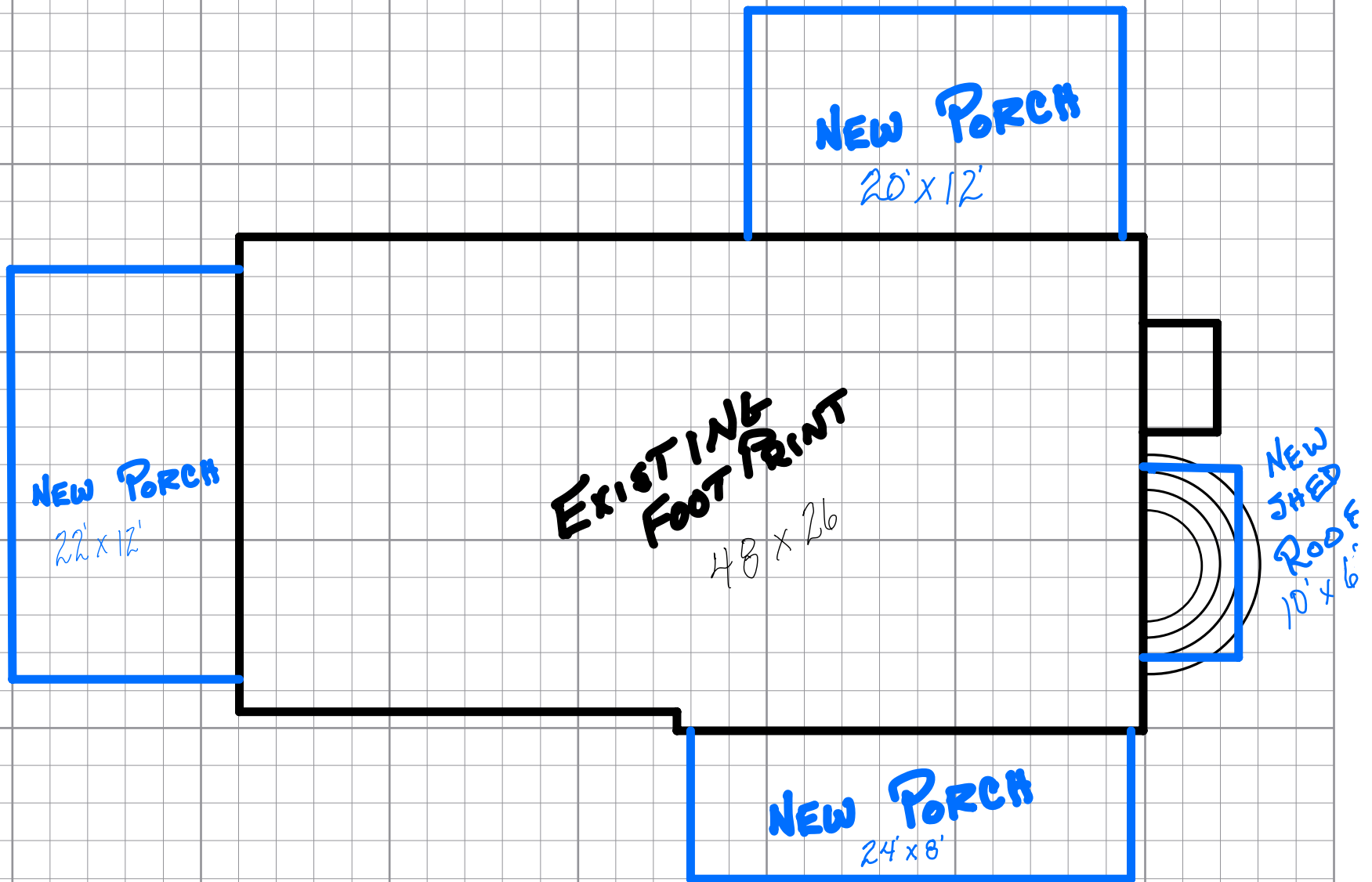
New Front Porch





Moved window from back of house





Materials list

1. Siding - Fiber Cement and Screen
2. Windows - Wood with appropriately divided widow panes
3. Doors - Screened Wood
4. Trim - Wood
5. Roofing - Standing Seam Metal
6. Porch Floors - Poured Concrete with Brick borders
7. Porch Railings - Metal
8. Post/Columns - Wood
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.

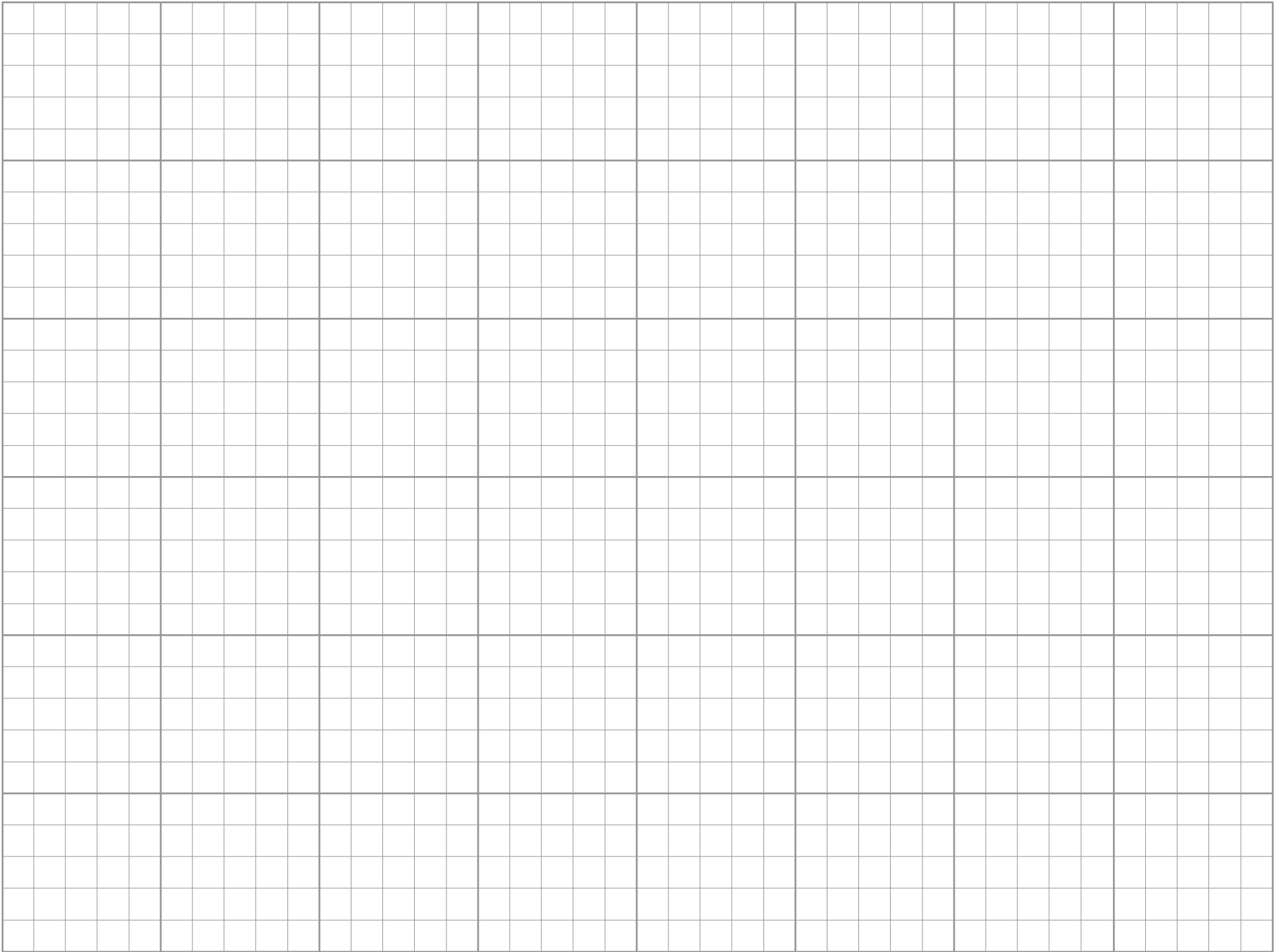


Flat roof over porch on house



Shed Dormer over door





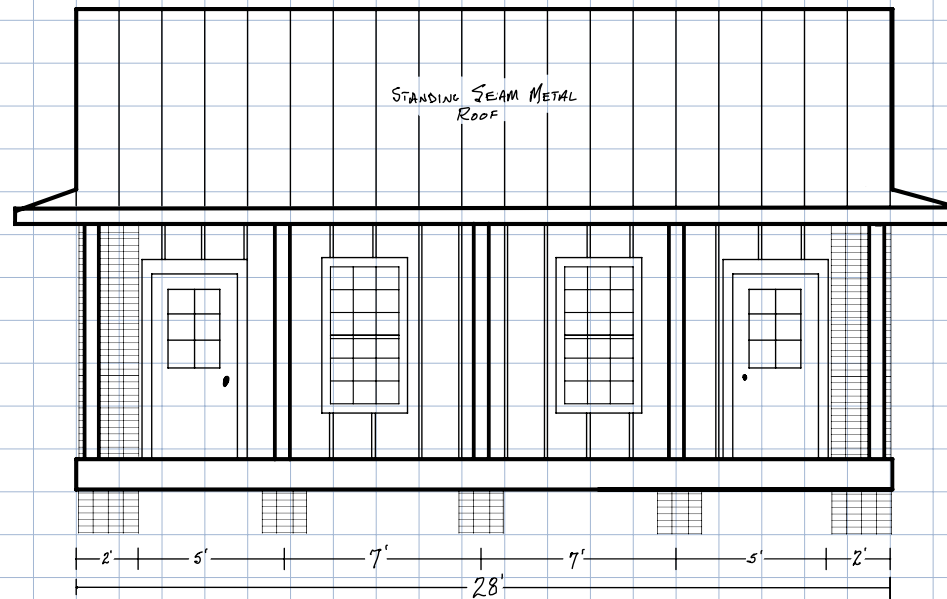
West Queen Street stairs and front porches



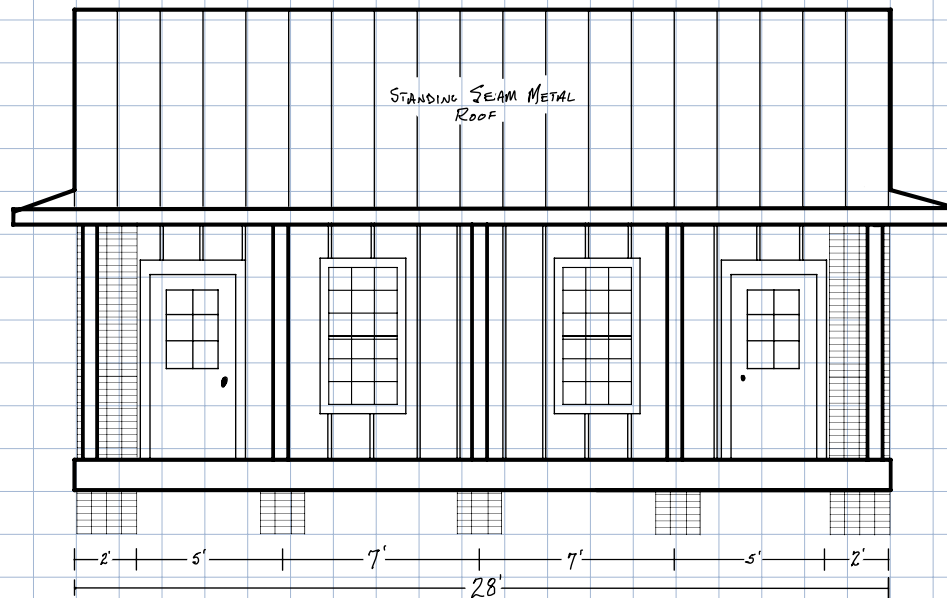
West Queen Street stairs and front porches



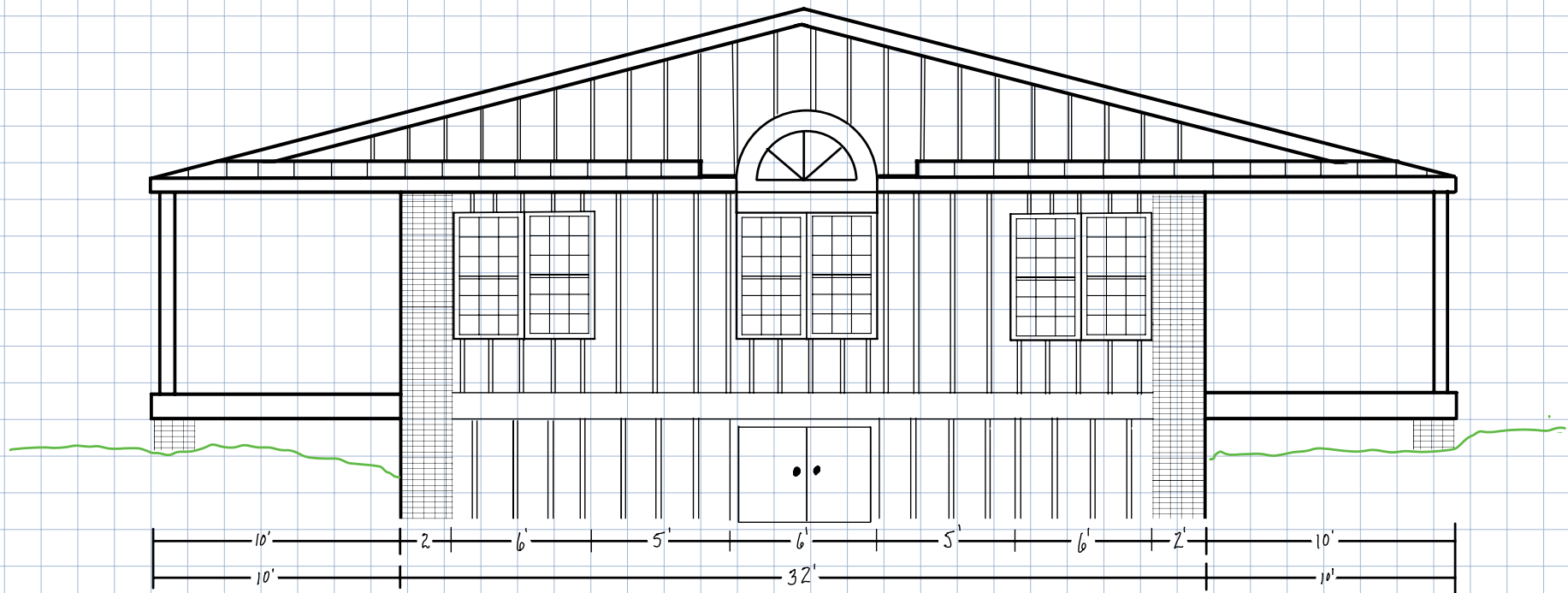
114 Queen Street ADU: The proposed Accessory Dwelling Unit dwelling will be positioned on the west side of the back yard. It is designed to compliment the “barn” nature of the house and fit with the board and batten siding of the sheds on the other side of the yard. The main house has a heated square footage of 1865 sq/ft. The proposed ADU would be 896 sq/ft (approx 48% 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.



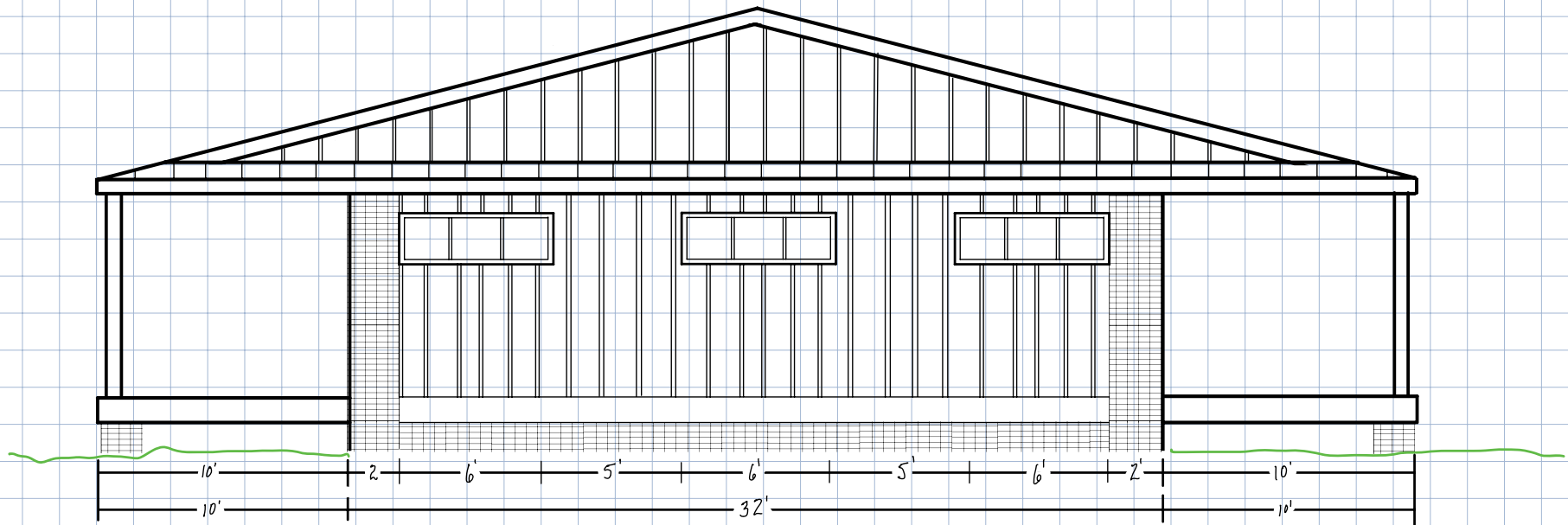
Southern Elevation



Northern Elevation



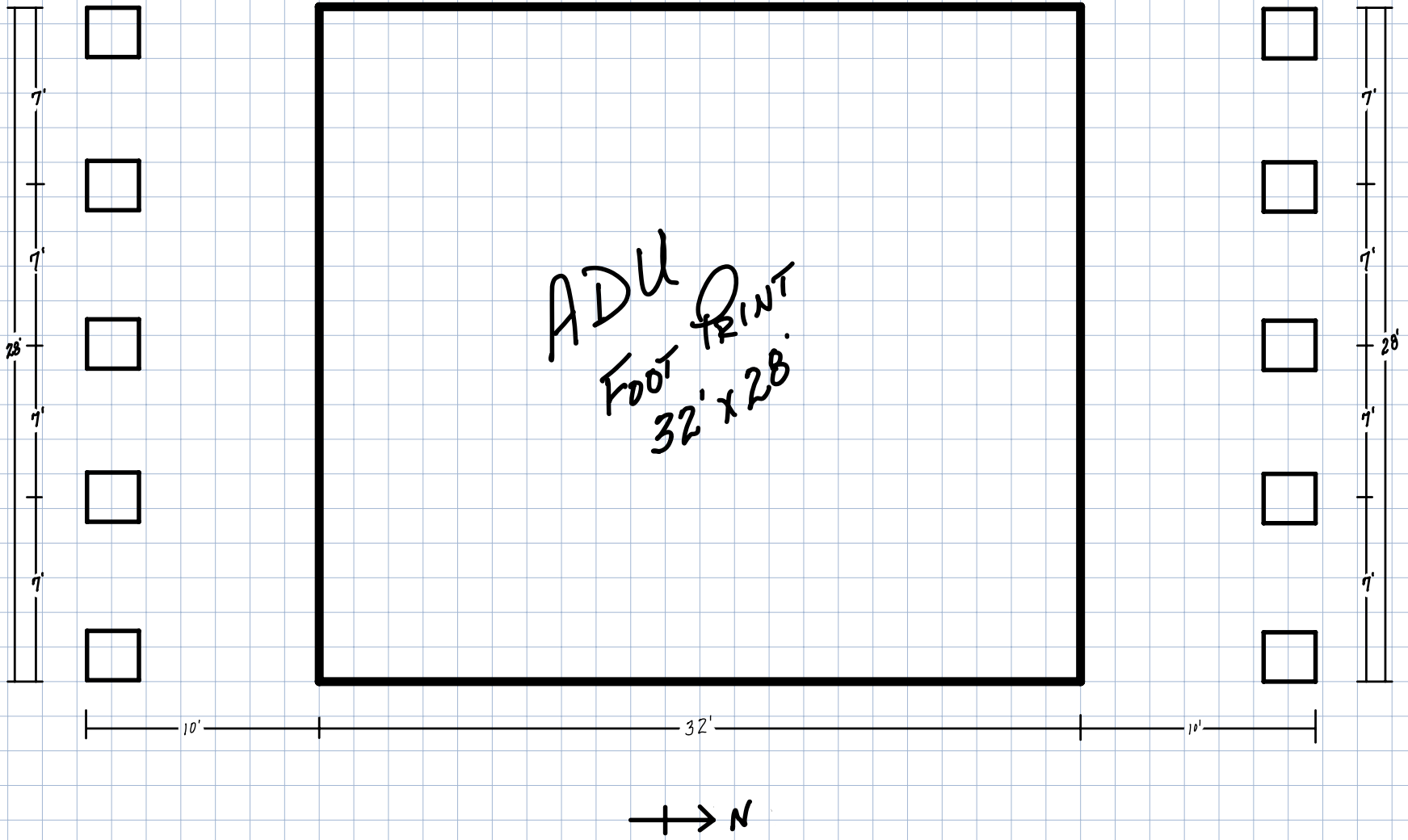
Eastern Elevation

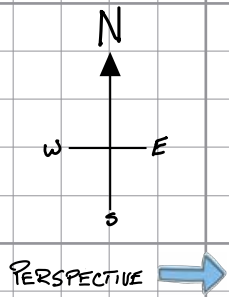


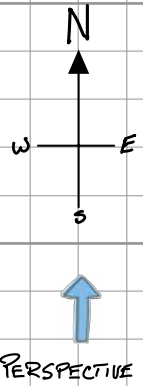
Western Elevation

Materials list

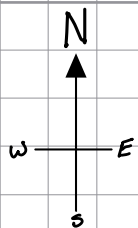
1. Siding - Brick corners with wood board and batten painted/stained tan
2. Windows - Wood 9 pane 3X5, and transom 2x6
3. Doors - Wood with 1/2 Window
4. Trim - Wood (painted sage to match Brick Kitchen and House)
5. Shutters - Match Existing
6. Roofing - Standing Seam Metal (with hipped returns on corners)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



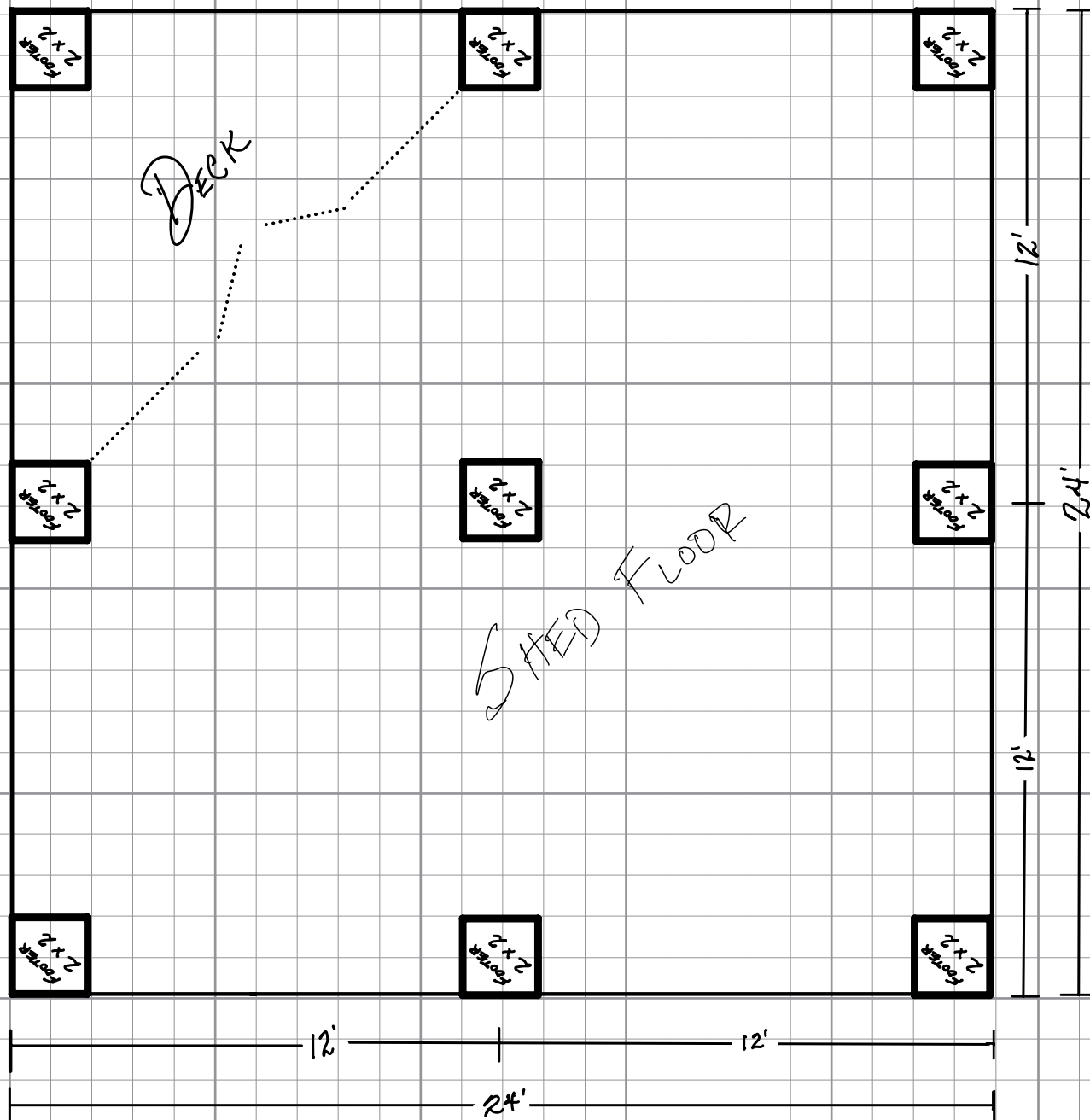


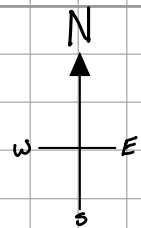


114 W. Queen Street Shed Proposal: The sheds are to provide storage for furniture, tools, and yard implements. They are being located in the Northeast corners of the property. They have a ground level for lawnmowers, bikes, wheelbarrows and camping equipment. The floored area will be for storage and workshop/gardening. Their placement provides for the deadening of traffic noise from Churton Street and optimizes the view from the house. It still provides access across the back yard to the Burwell property for special event setup and parking.



PERSPECTIVE - FROM ABOVE
(BOTH SHEDS ARE IDENTICAL
AND ORIENTED THE SAME WAY)





NORTH
SHED

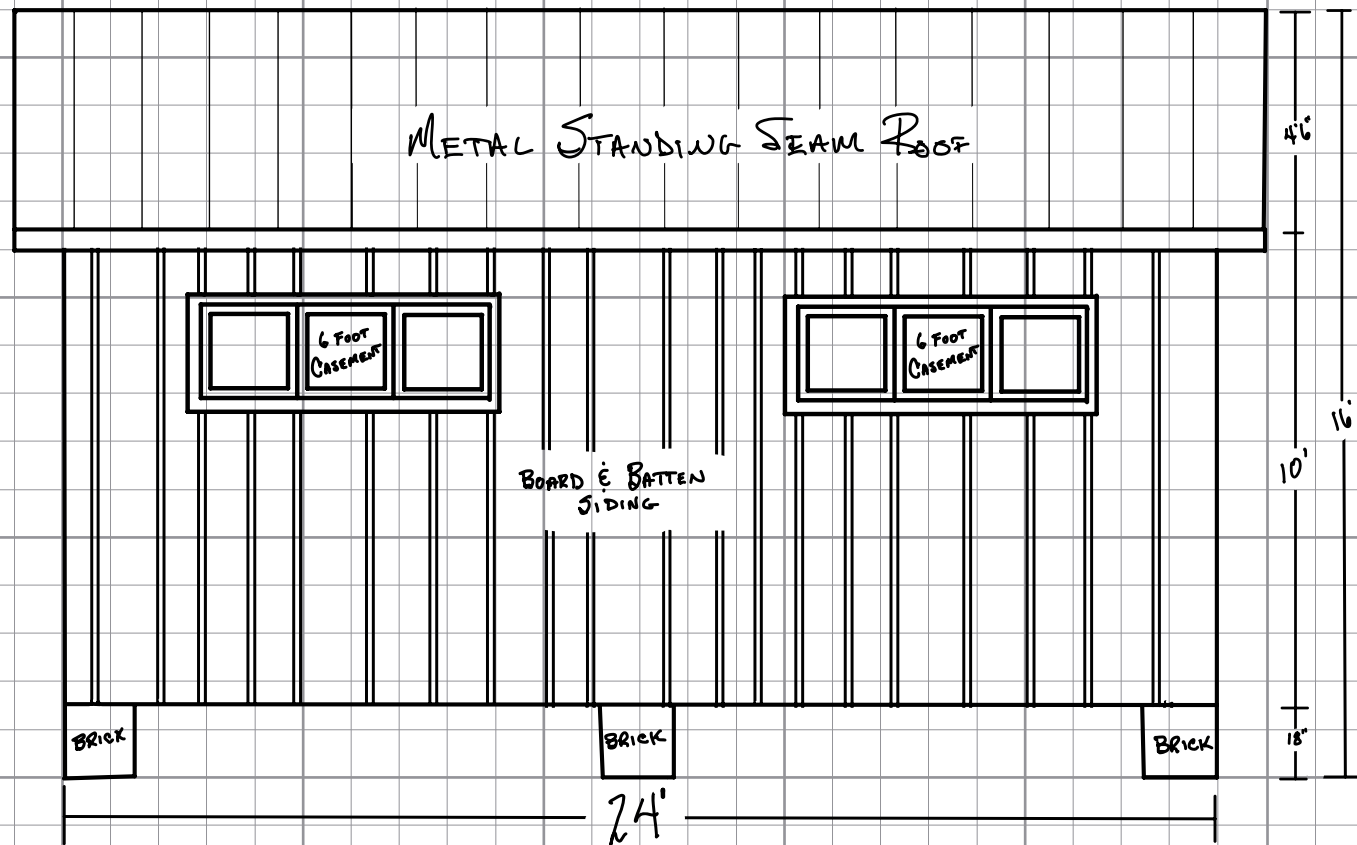


PERSPECTIVE

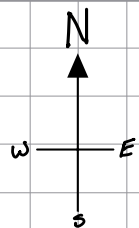
SOUTH
SHED



PERSPECTIVE



Southern Elevation

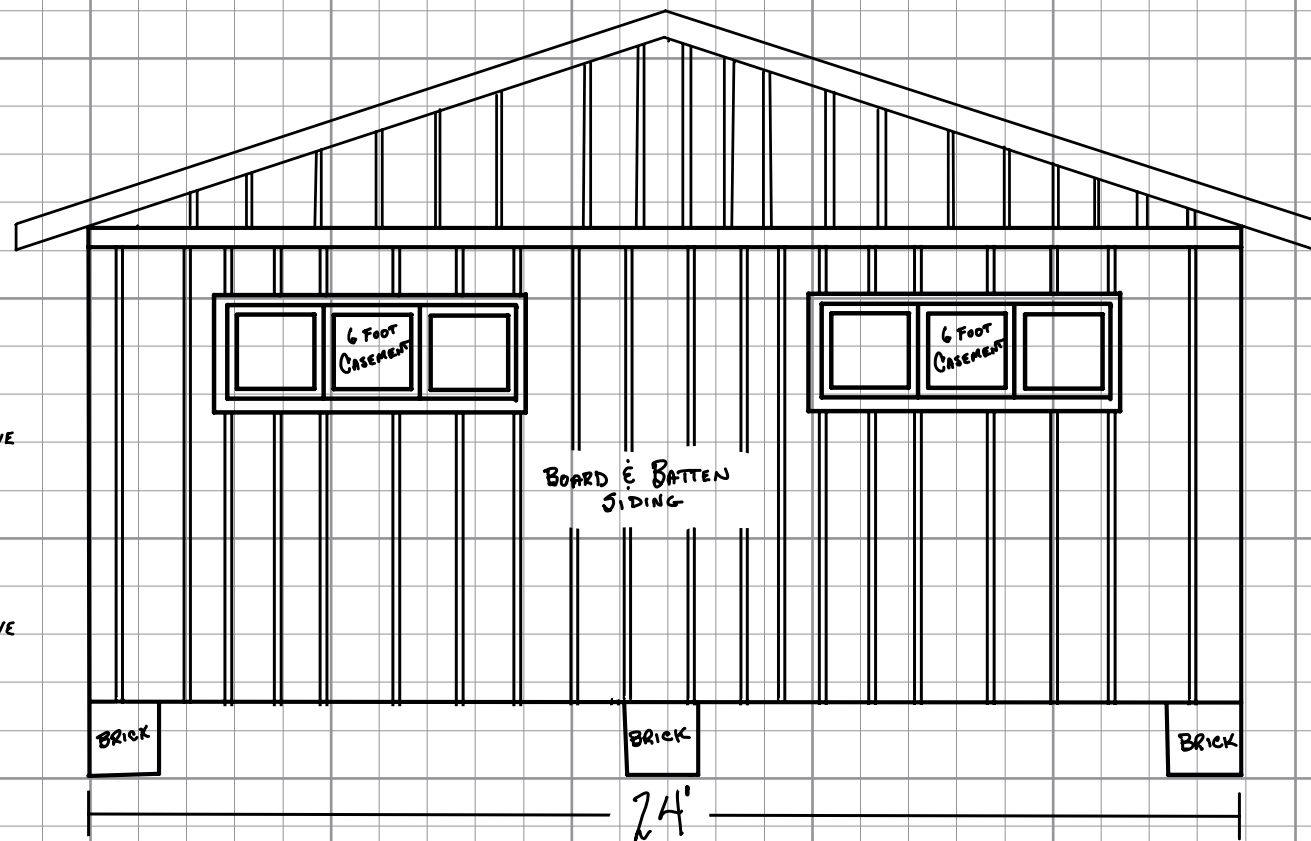


NORTH
SHED

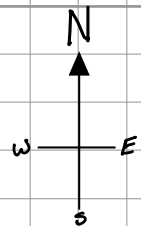
← PERSPECTIVE

SOUTH
SHED

← PERSPECTIVE



Eastern Elevation



PERSPECTIVE

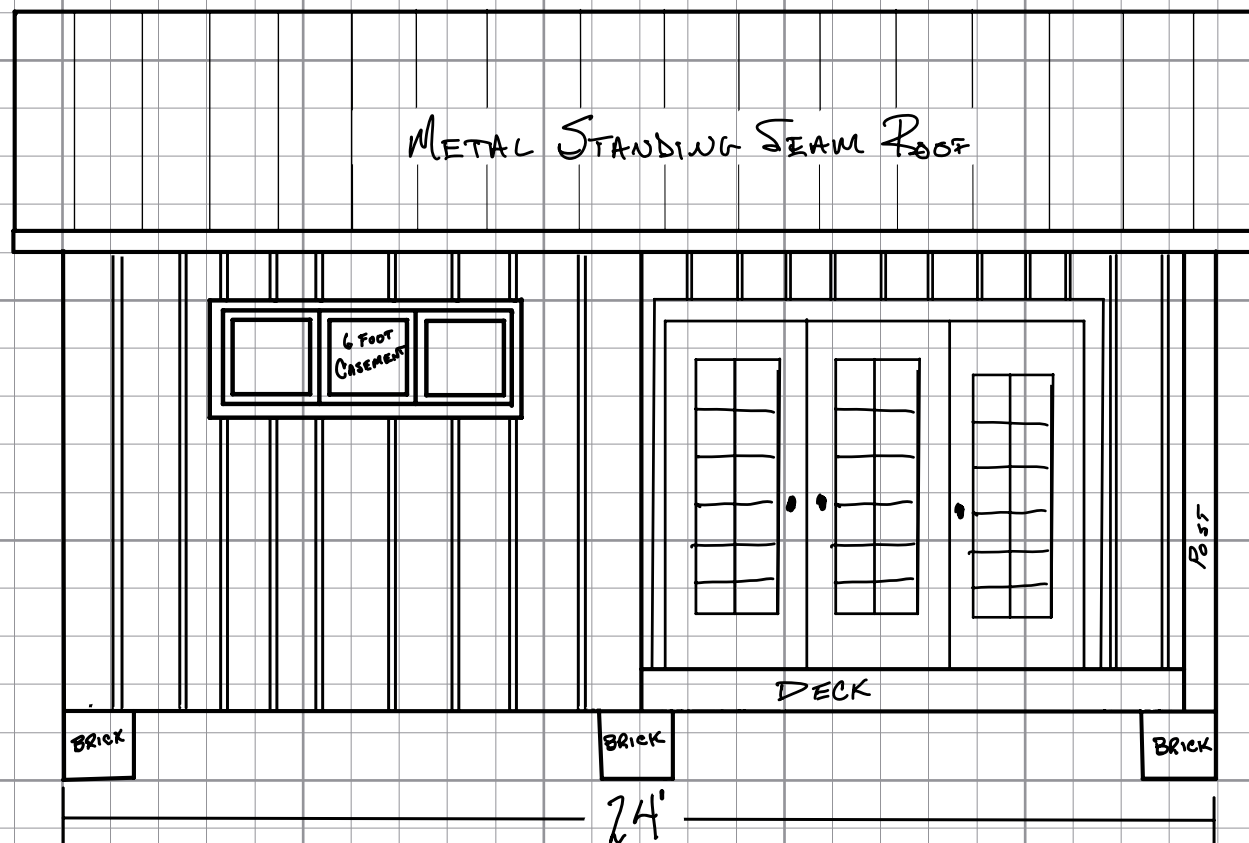


NORTH
SHED

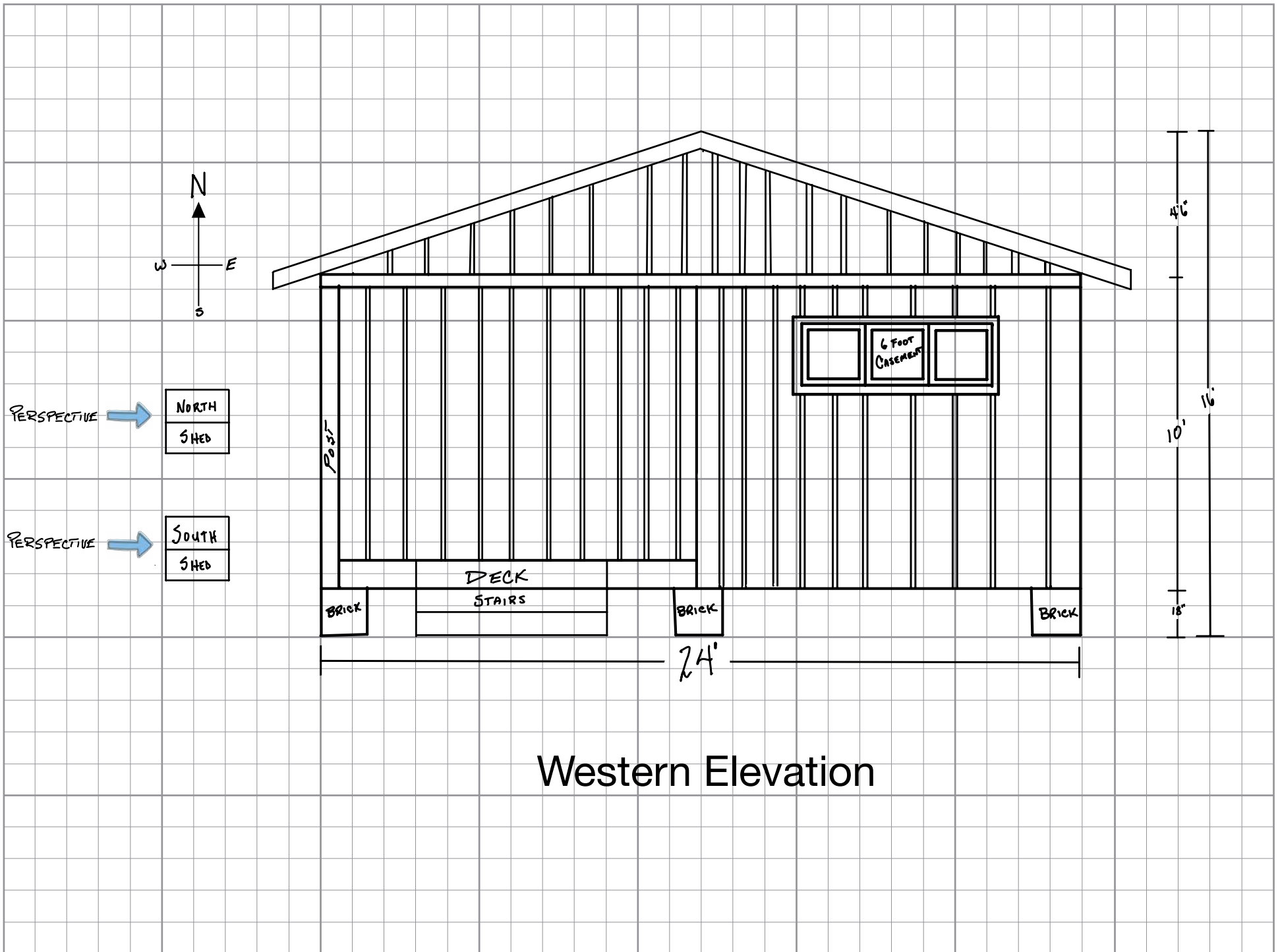
PERSPECTIVE



SOUTH
SHED



Northern Elevation



Materials list

1. Foundation - Brick/Block
2. Siding - Board and Batten -
wood painted/stained tan
3. Windows - Wood 6' x 2'
Casement windows
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



I, Joseph Hoffheimer, hereby certify that all property owners within 100 feet of and the owners of PIN 9874071780 (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.

12/27/2023

Date

Joseph Hoffheimer
(for Hillsborough Planning Department)

PIN	OWNER1_LAST	OWNER1_F	OWNER2	OWNER2	ADDRESS1	CITY	STATE	ZIPCODE
9864979792	KNECHTLE	STUART J	KNECHTLE	MARY B	116 W QUEEN ST	HILLSBOROUGH	NC	27278
9864979986	JACOBS	TIMOTHY J	JACOBS	JULIE A	117 W UNION ST	HILLSBOROUGH	NC	27278
9874071780	MORRIS	CLAIR E ETA	MORRIS	BARBARA	114 W QUEEN ST	HILLSBOROUGH	NC	27278
9874072378	SMITH	LEE	CROWTHE	HAROLD B	219 N CHURTON ST	HILLSBOROUGH	NC	272782535
9874072692	MACAULAY	JOHN D	MACAULA	KAREN J	104 W QUEEN ST	HILLSBOROUGH	NC	27278
9874072965	HISTORIC HILLSE				PO BOX 922	HILLSBOROUGH	NC	27278
9874073693	SHIPP	SUSAN COC			102 W QUEEN ST	HILLSBOROUGH	NC	27278
9874073765	VANDEMARK	AARON B	VANDEMA	AIMEE C	309 N CHURTON ST	HILLSBOROUGH	NC	27278

