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AGENDA REGULAR MEETING

**HISTORIC PRESERVATION COMMISSION
TOWN BOARD ROOM, 9 SOUTH MAIN STREET
AUGUST 3, 2016
WEDNESDAY, 2 PM**

A. CALL TO ORDER:

1. Welcome/Announcements
2. Adoption of Minutes
 - *Motion: July 6, 2016 meeting minutes as presented [or as corrected]*

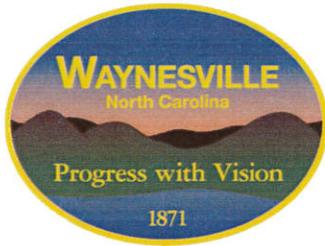
B. COMMUNICATIONS FROM STAFF

C. BUSINESS ITEMS:

1. Public Hearing to consider an application for a Certificate of Appropriateness at 437 Boundary Street.
2. Update on Cemetery Tour Planning

D. CALL ON THE AUDIENCE

- E. ADJOURN** – *The next Meeting is scheduled for September 7, 2016, at 3:00pm (Note Change in Time).*



TOWN OF WAYNESVILLE

Historic Preservation Commission

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Waynesville, NC 28786
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Development Services
Director
Elizabeth Teague

Chairman
Sandra Owen
Board Members
Ann Melton (Vice)
Joanna Swanson
Coley Bartholomew
Bette Sprecher
Peter Sterling
Glenn Duerr
Ronald Sullivan
Alex McKay

REGULAR MEETING HISTORIC PRESERVATION COMMISSION TOWN OF WAYNESVILLE TOWN HALL BOARD ROOM 9 SOUTH MAIN STREET JULY 6, 2016

Members Present:

Chairman Sandra Owen
Coley Bartholomew
Alex McKay
Ann Melton
Glenn Duerr
Joanna Swanson
Ron Sullivan

Absent:

Bette Sprecher

Also Present:

Development Services Director, Elizabeth Teague
Administrative Assistant, Phyllis Rogers

A. CALL TO ORDER

1. Welcome and Announcements

Chairman Owen called the meeting to order at 2:00 p.m., and welcomed everyone.

2. Adoption of Minutes

A motion was made by Commission Member Glenn Duerr, seconded by Commission Member Alex McKay, to approve the minutes of the June 1, 2016 meeting with the following correction as

mentioned by Commission Member Glenn Duerr: Page 2 b. "1250 books for \$492" should be changed as follows: "1250 books for \$1,492". The motion carried unanimously.

B. COMMUNICATIONS FROM STAFF

1. Fiscal Year 2016-2017 Budget Adopted

Development Services Director Elizabeth Teague informed the Commission that the Town of Waynesville's Fiscal Year 2016-2017 Budget had been adopted. She will be working with the Commission on the projects previously discussed, including the upcoming Cemetery Tour. Scheduling a time to meet will be discussed later in the meeting for those members that would like to work on this project. Ms. Teague said she is looking forward to working with the Historic Preservation Commission.

2. Review of Quasi-judicial procedures for a Certificate of Appropriateness Hearing

Elizabeth Teague felt that since some of the newer members have never been involved in a hearing involving a Certificate of Appropriateness it was important to review the procedure. A Certificate of Appropriateness was recently issued for Boojum on Main Street. Because the work did not involve substantial alteration of the building, and the new window was within the same structural outline as the original three windows, Ms. Teague administratively issued a *minor* Certificate of Appropriateness for the work to be done. The Certificate of Appropriateness being considered today requires a public hearing because it is a *major* work, involving substantial changes to the property.

The Historic Overlay District was established in Waynesville pursuant to NCGS 160A-400 for the purpose of "implementing additional protections and controls on properties and structures located within locally designated Historic Districts and to individual Historic Landmarks . . . Development within the historic district shall meet all the requirements of the applicable underlying land development district in addition to those set forth," in the Town of Waynesville's Land Development Standards, Chapter 6. This establishes the requirement that a Certificate of Appropriateness (or "COA") is required to be issued by the Commission prior to the issuance of a building permit or other permit granted for the purposes of the constructing, altering, moving or demolishing structures. As an addition to the structure, this project is considered a "Major Work" which includes the following:

- An optional pre-application meeting with the applicant which took place on Wednesday, June 22 with Sandra Owen and Glenn Duerr.
- A building permit application with information on the construction and the types of materials.
- Public Notice by way of a General Notice in the Paper and posting of the property, a letter to property owners within 100' and email to the Town's "Sunshine List".
- A Public Hearing before a quorum of the HPC. A quorum consists of a majority of the current membership. With Peter Sterling's resignation, there are 8 members of the Commission. Therefore, 5 members must be present for a quorum. Anyone who wishes to speak must be sworn in and be given a chance to share their views – staff, applicant, public. The Commission will have a chance to ask questions of the speakers then close the hearing and deliberate.

- In their deliberations, the HPC makes a review of the information and must identify specific “findings of fact” that indicate that the proposed construction is congruous with the Historic District and will not jeopardize or diminish the architectural integrity of the Spread Out District. Commission Members were asked to refer to the “Design Review Guidelines” and the Chapter on Residential Architecture. The Hannah-Graham house is considered a Folk-Victorian I House.

C. BUSINESS ITEMS

1. Public Hearing to Consider an Application for a Certificate of Appropriateness at 437 Boundary Street

Background on COA Application:

The Hannah-Graham house is a contributing property to the Spread Out District which is listed on the National Register of Historic Places. This project will construct a garage in the rear of the Hannah-Graham House. In a secondary phase of the project, a bedroom addition and a breezeway which will connect to the garage are also planned. They would also like to replace the roof of the main building. This COA request is for the garage design only. At a later date, the applicants will bring forward additional elevations and designs for the house addition and roof. Without being connected to the house an accessory structure would be limited to 600 square feet of footprint, but as an addition that is connected to the house, there is no footprint limit beyond the dimensional standards of the Zoning District in which it is located. As proposed to be attached to the house, the minimum setbacks are five feet (5') from the secondary road frontage along Beech Street, and six feet (6') from the rear setback. The structure is limited to two stories in height. The owners, Shannon Morgan and Sherry Lewis have submitted this application and were available to present their plans to the Commission at the hearing.

Ms. Teague pointed out that one important thing to remember is that everyone has the Town's best interest in mind. This is an opportunity to work together to help property owners as they protect a historic house.

Chairman Owen opened the public hearing to consider the Certificate of Appropriateness at 437 Boundary Street.

Development Services Director Elizabeth Teague entered into evidence copies of the Town's Ordinance, National Register of Historic Places Form for the Hannah-Graham House, record of Notices sent regarding the public hearing and the public notice, and a copy of this staff report.

The construction of the garage is what has been designed and the building permit requested for at this time. Later, the applicant plans to return before the Commission regarding approval of the breezeway and connection to the house. Approval for the garage will have to be attached to the house at some point. This project for the garage will be in the rear of the house, with the secondary phase for the remainder of the work. The garage is limited to two stories and must comply with the

setbacks of the zoning district. Town staff recommends issuance of a Certificate of Appropriateness for this structure.

Commission Member Ann Melton asked why the Commission wasn't approving all phases of the project at one time. Ms. Teague said initially the request came in as a stand alone structure. However, in order to allow the applicant to get started, the Certificate of Appropriateness could be issued contingent upon the applicant returning before the Commission at the next meeting.

Sandra Owen asked if the breezeway met the state building guidelines to make the garage an addition rather than a free standing accessory building. Ms. Teague confirmed that it did.

Glenn Duerr asked about the length of the breezeway having to be less than 6' in order for the garage to count as an addition. Ms. Teague said this is not necessarily the case under building codes.

Sherry Lewis, 76 Evergreen Farm Circle, Waynesville, NC said that her husband Shannon Morgan and his father have worked on several historic houses in Waynesville. Ms. Lewis said that she and her husband had just built a house in Clyde on Evergreen Farm Circle when it was discovered that this historic home on Boundary Street was being sold through a foreclosure. A historic house is something they had always wanted so they bid on the house. Shannon's father looked at the house and said the foundation was good so they decided to purchase the house. They plan to retire in the house and began working on a plan to have a bedroom addition on the house. They plan to sell their house at Evergreen Farm Circle and move into this house as their primary residence. They designed and started working with an architect. The windows on the addition will be designed to match the windows in the main house. The inside of the house was trashed and they have restored it.

Many of the photos of their house are included in the architectural survey completed for the Spread out District. They were not familiar with the need to go through this Commission at the local level. They want to do everything possible to make this a beautiful showplace in Waynesville. Ms. Lewis added that she has health issues and the house does not have bedrooms on the first floor. They would like to make the house modern enough so they can live there.

Shannon Morgan, 76 Evergreen Farm Circle, Waynesville, NC said he has been an employee of the Town of Waynesville for 28 years and is currently the Assistant Fire Chief. In response to Commission Member Ann Melton's question about approving all phases at one time, Mr. Morgan said with the sale of their property in Ratcliffe Cove, they would like to apply for another permit to do the next project of connecting the garage with a breezeway next.

Sherry Lewis described the house as it is currently, with a parlor in the front, crown molding and ten foot ceilings. The house is furnished with a large formal dining room. The window in the pantry area will be the walkthrough to the addition so that the house will not be changed. The upstairs has three bedrooms. There are two additional bedrooms and an outside bathroom which will remain as they are on the second floor.

Joanna Swanson felt that the plans contained some discrepancy and asked about the \$20,000 that was marked out. Shannon Morgan said this is the amount of money he has already invested in the

project. Once he began the grading process he has spent \$20,000 to date. The \$60,000 is the money that will be spent on the garage addition. He added that this is just a ballpark figure, it will probably cost more.

Joanna Swanson said the drawing shows three garage doors, but another drawing shows two garage doors. Shannon Morgan said it will have three eight-foot garage doors. A lot of people were giving him advice and he was undecided about having two doors or three. He answered a question that Glenn Duerr had about the breezeway by saying that it will run along the back and take up some of the open area. This is not part of the Certificate of Appropriateness at this time.

Shannon Morgan explained the reason that he is building such a large garage. So far he has found fourteen horse shoes on the property. The building material for this original home came out of Cataloochee and there must have been a carriage house on the property. He wanted to build something that would match. A large garage is needed for security of four (4) sports cars and two (2) Harley Davidson motorcycles. They also want to include landscaping and Sherry Lewis added that they would like to install a solid wooden privacy fence to match the house. Chair Owen asked about the specifics of the privacy fence and where it would be. Mr. Morgan said it won't be across the whole side. Mrs. Owen noted that the wrought iron fence installed along the side of the property was attractive.

Shannon Morgan said he wants to retire in Waynesville and has lived in this area all his life. Mr. Morgan expressed appreciation to the Commission for the work they do to care enough to see that historic houses are preserved. He respects and cherishes the historic value of Waynesville. Mayor Henry Foy was a very dear friend of his and he would often spend lunch hours with him discussing many ideas on preserving the house.

Sandra Owen had a question about the 40' portion of the garage. Joanna Swanson added that hardy board is very good. Shannon Morgan said he has been working with Haywood Builders to obtain materials. Hardy board cement siding will be used and he pointed out one of the photos that shows how much the addition looks like the house. Mr. Morgan pointed out the porch design on the main house that he would like to replicate for the design on the garage and which would be handmade. Ann Melton pointed out that paint can be removed by soaking in Red Devil Lye.

Sandra Owen asked what the length of the main house is. Sherry Lewis said she wasn't sure of the exact length, but the addition will not be wider than the house.

Glenn Duerr said he visited the house with Sandra Owen and the owners are doing an outstanding job.

Ann Melton lives in Love Lane and would love to see this area also designated as a historic district. However, some of the property owners do not want this because they are afraid they couldn't do anything with their properties.

Sandra Owen said this is really an important house and it is important to keep what you have such as the original siding, windows, etc., and the owners have done a good job at that. She asked about

the height of the garage, adding that she did not want the garage to overwhelm the house. Shannon Morgan said the peak of the garage will be below the peak of the house. Joanna Swanson added that the trees will help.

Elizabeth Teague said the house is approximately 55 – 58 feet if roughly scaled off. The garage is approximately 40 which will be less than the front of the house.

Sandra Owen asked if there were anymore questions for staff or the applicants.

Sherry Lewis added that she and Shannon Morgan have reviewed the 125 page document which allows a privacy fence at the back of the house. Shannon Morgan said he installed the black wrought iron fence along the Beech Street side several months ago for security. They plan to remove this fence and install the privacy fence. A drawing of the exact area will be presented at a later time.

Sandra Owen then closed the public hearing.

Commission Member Glenn Duerr moved, seconded by Commission Member Joanna Swanson, to make the following findings of fact. The motion carried with six in favor and one abstention (Bartholomew) since Ms. Bartholomew did not feel that she did not have enough information to grant a Certificate of Appropriateness.

- Architectural details that match the house will be added to the roof line of the proposed garage. Doors and windows will be of a similar style and shape as the original house, although they will be modern installations.
- The garage will be in the rear yard, but is of a large scale and could overwhelm the original structure unless done carefully. Preserving the tree that stands between the house and the proposed structure will help to visually soften the impact of the garage. Additional landscaping on the Beech Street side of the structure will help to screen it from the roadway and also help. While the style of the garage appears to match the architecture and therefore be appropriate, the scale of the garage causes a concern and should be mitigated by preserving the existing tree and additional landscaping.
- The proposed structure will match the roofline and shape of the original building. Architectural design motifs from the house eaves will be duplicated and added to the proposed garage eaves. The garage will be attached to a proposed addition and breezeway and therefore will still maintain some architectural separation from the main house.
- The paint color and masonry pattern will visibly match the original building through the use of a cement-based siding. Vinyl or aluminum will not be used.
- Inclusion of a new garage structure within the Hannah-Graham house property as proposed will not detract from the historic character of the property. Further, the proposed addition will be distinct enough from the original structure in form, function and space so as to not create a false sense of historical development.

Commission Member Joanna Swanson moved, seconded by Commission Member Alex McKay, to issue a Certificate of Appropriateness for the garage as requested by Shannon Morgan and

Sherry Lewis for the property located at 437 Boundary Street. The motion carried with six in favor and one abstention (Bartholomew).

2. Scheduling Organizational Meeting Time for Cemetery Tour

Alex McKay, Ann Melton, Sandra Owen and Coley Bartholomew will meet Monday, July 11 at 11:00 a.m. in the Historical Museum at the Historic Haywood County Courthouse to discuss plans for the 2016 Cemetery Tour.

D. CALL ON THE AUDIENCE

Shannon Morgan thanked the Historic Preservation Commission. Historic Preservation Commission Members said they would be watching the project with anticipation.

E. ADJOURNMENT

With no further business, Commission Member Ron Sullivan made a motion, seconded by Commission Member Coley Bartholomew, to adjourn the meeting at 3:29 p.m. The motion carried unanimously.

Phyllis R. Rogers, Administrative Assistant

Sandra Owen, Chairman

Historic Commission Staff Report
Consideration of an Application for a Certificate of Appropriateness
August 3, 2016

Agenda Item: Public Hearing to Consider a Certificate of Appropriateness
Location: 437 Boundary Street, PIN 8615-48-7971
Within the "Spread Out Historic District"
Zoning: Walnut Street Neighborhood Residential District
Project: Changes to this property in addition to the garage discussed last month,
Includes a rear addition, breezeway, and roof replacement

Background:

A Certificate of Appropriateness (or "COA") is required to be issued by the Commission prior to the issuance of a building permit or other permit granted for the purposes of the constructing, altering, moving, or demolishing structures. As an addition to the structure, this project is considered a "Major Work" which includes the following:

- An optional pre-application meeting with the applicant which took place on Wednesday, June 22 with Sandra Owen and Glenn Duerr.
- A building permit application with information on the construction and the types of materials.
- Public Notice by way of a General Notice in the Paper and posting of the property, a letter to property owners within 100', and email to the Town's "Sunshine List."
- A Public Hearing before a quorum of the HPC. A quorum consists of a majority of the current membership. There are 9 members of the Commission and 5 members must be present for a quorum.

To issue a COA, the HPC must review the information and identify specific "findings of fact" that indicate that the proposed construction is consistent with the Historic District and will not take away from the architectural integrity of the Spread Out District.

The Hannah-Graham house is a contributing property to the Spread Out District which is listed on the National Register of Historic Places (See Section 7, pages 5 and 36 of the National Register Nomination, prepared by Clay Griffith submitted August 6, 2010). It is considered a Folk-Victorian I-House. In your decision, the Commission should find "facts" one way or the other in the following areas:

- a) The architectural details (see page 45), entrances and doors (p. 48), foundation (p. 50), light fixtures (51) roof style (p. 55), and windows (p.56) of the proposed structure should mimic and match those of the historic primary building.
- b) Even though the proposed project will be attached to the structure and considered an addition under the building code, this garage will look and function as an "Outbuilding" (p. 61).

Therefore its design should be complimentary to the dwelling's architectural style and "should be obviously secondary" and "not visually overwhelm or compete with the historic building on the property."

- c) As an addition that will be attached to a second phase of construction, the overall construction pattern of the original building should be retained and it should reference design motifs from the historic building (see p. 66). At the same time, the new construction should be differentiated from the original building enough to keep the historic character of the original building in tact and should be in the rear and side yard.
- d) Paint color and masonry pattern should visibly match the original building (p. 70-81). "If synthetic siding is used, it should be a product that most closely matches the shape, size and profile and texture of wood siding. Hardboard products such as cement-wood boards are preferable to vinyl or aluminum siding (p. 78-79)."
- e) In regards to a proposed fence mentioned at the last meeting, the HPC will need more information about the location and extent of the privacy fence. Currently the lot has a wrought iron fence along the front and side yards facing the roadways and a modern metal fence along the back. The Design Guidelines (p. 58) state: "Maintain existing historic walls and fences rather than replace them..."remove incompatible walls and fences." Further that the "construction of new fences and walls may be appropriate, especially if their materials visually match those that pre-dominated historically."

This project was introduced at the July, 2016 meeting at which time the HPC considered the design for the proposed garage/carriage house. Today, the HPC must consider the proposal for an addition to hold two bedrooms and a bath on the ground floor in the rear of the house, and a breezeway connecting the addition structure to the garage/carriage house which was approved last month. The owners would also like to replace the roof of the main building to match the addition.

The owners, Shannon Morgan and Sherry Lewis have submitted this application and available to present their plans to the Commission at the Hearing.

This Hearing has been duly notified.

Staff Recommendation:

Staff feels that the Commission can make the following findings of fact, based on the materials submitted and our meeting with Mr. Morgan and Ms. Lewis.

- The roof line, color and pitch of the proposed addition and breezeway will match the existing house and the roof of the main house will be replaced so that it will address maintenance needs and match the shade/color of the addition components.

- Doors and windows of the addition will match the style and shape of the doors and windows of the original house, although they will be modern installations.
- The addition and breezeway will attach to the garage and all new structures will be in the rear yard of the property and behind the existing rear wall of the original structure so as not to impede the view of the original structure from either the side or front street. The large tree to the rear and side of the original house will be preserved.
- The proposed structures will match the roofline and shape of the original building. Architectural design motifs from the house eaves will be duplicated and added to the proposed garage eaves.
- The paint color and masonry patterns will visibly match the original building through the use of a cement-based siding. Vinyl or aluminum will not be used.
- The scale of the proposed addition and breezeway will not overwhelm or over power the original structure in a way that will detract from the historic nature of the building.
- Inclusion of an addition with connecting breezeway to a new garage structure within the Hannah-Graham house property as proposed will not detract from the historic character of the property.
- The proposed privacy fence, if replacing the metal fence along the rear yard, replaces an incompatible fence with one that more visually matches the materials used on the property and in the district.

Upon getting clarification on the privacy fence and scale of the addition and breezeway as part of the hearing, staff recommends that a Certificate of Appropriateness be issued.