



HISTORIC PRESERVATION COMMISSION

MARCH 26, 2020

ASSEMBLY HALL

395 MAGNOLIA RD.

PINEHURST, NORTH CAROLINA

4:00 PM

I. Call to Order

II. Approval of Minutes

A. February 27, 2020 Regular Meeting

III. Public Hearing

A. COA-2020-00026

This public hearing is to consider a request within the Pinehurst Historic District for an exterior modification of the roofline with the addition of a covered entry, which will be framed to match the existing arch way at 160 Palmetto Road, Unit 10. The property can be identified in the Moore County Tax Registry by Moore County PIN Number# 856209161810. The property owner are Linda and Guy Salvatto and the applicant is Kevin Steed of Kustom Konstruct.

B. COA-2020-00027

This public hearing is to consider a request within the Pinehurst Historic District for an exterior modification to include: the demolition of the primary structure at 50 Everette Road. The property can be identified in the Moore County Tax Registry by Moore County PIN Number# 856209067777. The property owner is the Hazelwood Partnership of Tim Wright and Bart Boudreaux and the applicant is Bart Boudreaux.

C. COA-2020-00028

This public hearing is to consider a request within the Pinehurst Historic District for an exterior modification to include: the addition of a rear yard covered porch with retractable screens at 80 Midland Road. The property can be identified in the Moore County Tax Registry by Moore County PIN Number# 856200273170. The property owner is the Tess Weil and the applicant is Johnathon Landwehrmann of Jland Construction.

IV. Review of Normal Maintenance and Minor Work items

A. Minor Works Approved by Staff from 2/26/20 to 3/16/20.

V. Next Meeting Date

A. April 23, 2020 Regular Meeting

VI. Motion to Adjourn

Vision: The Village of Pinehurst is a charming, vibrant community which reflects our rich history and traditions.

Mission: Promote, enhance, and sustain the quality of life for residents, businesses, and visitors.

Values: Service, Initiative, Teamwork, and Improvement.



**FEBRUARY 27, 2020 REGULAR MEETING
ADDITIONAL AGENDA DETAILS:**

FROM:

Kelly Brown

CC:

Darryn Burich & Peter Hughes

DATE OF MEMO:

3/18/2020

MEMO DETAILS:

Attached are the draft minutes for the 02-27-2020 regular meeting for your review.

ATTACHMENTS:

Description

02-27-2020 Regular Meeting Minutes



**HISTORIC PRESERVATION COMMISSION
REGULAR MEETING
FEBRUARY 27, 2020
ASSEMBLY HALL
395 MAGNOLIA ROAD
PINEHURST, NORTH CAROLINA
4:00 PM**

Members Present:

Molly Gwinn, Chair
Tom Schroeder, Vice-Chair
Jim McChesney
Terry Lurtz
Eric Von Salzen
Richard Vincent
John Taylor

Members Absent:

None

Staff Present:

Peter Hughes, Senior Planner
Kelly Brown, Administrative
Specialist
Darryn Burich, Planning Director

In addition, there were four attendees.

I. Call to Order

Chair Molly Gwinn called the meeting to order and confirmed there was a quorum present at 4:00 p.m.

II. Approval of Minutes

- A. December 19, 2019 Regular Meeting Minutes**
- B. January 23, 2020 Regular Meeting Minutes**
- C. February 13, 2020 Regular Meeting Minutes**

Motion: Mr. Von Salzen moved to approve the December 19, 2019 regular meeting minutes. Seconded by Mr. McChesney. Motion carried by a vote of 6-0.

Motion: Mr. Taylor moved to approve the January 23, 2020 regular meeting minutes. Seconded by Mr. Von Salzen. Motion carried by a vote of 6-0.

Motion: Mr. Schroeder moved to approve the February 13, 2020 special meeting minutes. Seconded by Mr. McChesney. Motion carried by a vote of 6-0.

III. Public Hearing
A. COA 2020-00021

Motion: Mr. Lurtz moved to open the Public Hearing. Seconded by Mr. Schroeder. Motion carried by a vote of 6-0.

The following Commission members disclosed that they made a site visit to 30 Orange Road and 125 Kelly Road: Mr. Taylor, Mr. Schroeder, Mr. McChesney, Ms. Gwinn, Mr. Von Salzen, and Mr. Vincent.

Ms. Gwinn swore the following into the public meeting: Senior Planner Peter Hughes and applicant/property owner Robert Wiltshire.

Mr. Hughes stated the public hearing is to consider a request within the Pinehurst Historic District for an exterior modification to include: construction of two residential additions to the structure, removal of a front porch, and the resurfacing of the stucco siding on the structure at 125 Kelly Road. The applicant is proposing one rear addition and one front yard addition for a combined total of approximately 600 square feet. The property can be identified in the Moore County Tax Registry by Moore County PIN Number# 856205089506. The property owner and applicant is Robert Wiltshire.

Mr. Hughes provided background on the property from the staff report. He submitted the following materials into the official record: presentation, application, applicant's materials, photos, staff report and finding of fact.

Mr. Wiltshire corrected the label on Exhibit G; he stated the bottom left elevation rendering should be labeled as "modified right side elevation." Mr. Wiltshire stated he wanted to change the siding from vinyl to board and batten to match the look of other houses in the neighborhood. He stated he would be using divided, black vinyl windows with muttons. He testified that only the windows on the front elevation would be replaced with two-over-one windows, except for one window which would be screened by shrubbery.

Motion: Mr. Taylor moved that, upon due consideration of the application package submitted and the testimony given, the Historic Preservation Commission concludes the following:

That the project as proposed is not in conformity with the guidelines because the addition extends into the front yard and front yard additions are not allowed, nevertheless the applicant has satisfied the burden of persuasion and the project subject to any conditions imposed by the Commission is deemed congruous with the Pinehurst Historic District.

The Commission adopts the proposed Finding of Fact and issues a Certificate of Appropriateness for COA 2020-00021.

Mr. Lurtz seconded. Motion carried by a vote of 6-0.

B. COA 2020-00018

Ms. Gwinn swore builder and applicant Dennis Dunagan into the meeting.

Mr. Hughes stated that this public hearing is to consider a request within the Pinehurst Historic District for exterior modifications to include: Construction of a 900 square foot addition to the right side of the home and the removal of fake stucco to be replaced by hardie plank lap siding at 30 Orange Road. The property can be identified in the Moore County Tax Registry by Moore County PIN Number# 856209073072. The property is owned by Robert and Pamela O'Hara and the applicant and builder is Dunagan Builders.

Mr. Hughes stated that an updated survey was submitted showing that the impervious surface and the side setback complies with zoning standards. This additional exhibit is located in the docket file for the meeting.

Mr. Hughes provided background on the property from the staff report. He submitted the following materials into the official record: presentation, application, applicant's materials, photos, staff report and finding of fact.

Upon questions by Mr. Von Salzen, Mr. Hughes stated that the applicant is requesting to change from one like material approved by the guidelines, fake stucco, to another like material, hardie board. Mr. Dunagan stated that he thought the hardie board kept in character with the rest of the neighborhood. He testified that someone put the synthetic stucco on the house sometime after it was built.

Mr. Dungan stated that the front addition was extended to accommodate the interior kitchen. He stated his intent was match the proposed windows to the existing windows of any windows that are changed out. He stated the front door would not be modified. He stated that the proposed hardie board would be a similar gray color to the existing stucco.

Motion: Mr. Lurtz moved that, upon due consideration of the application package submitted and the testimony given, the Historic Preservation Commission concludes as follows:

That the project as proposed is not in conformity with the guidelines due to the addition on the left side of the house which affects the front face, nevertheless the applicant has satisfied the burden of persuasion and the project subject to any conditions imposed by the Commission is deemed congruous with the Pinehurst Historic District.

The Commission adopts the proposed Finding of Fact and issues a Certificate of Appropriateness for COA 2020-00018.

Mr. Taylor seconded. Motion carried by a vote of 6-0.

Motion: Mr. Taylor moved to adopt changes to the wording of the 30 Orange Road staff report. Seconded by Mr. Schroeder. Motion carried by a vote of 6-0.

IV. Review of Normal Maintenance and Minor Work Items

A. Staff Approvals of Minor COA

There were no comments from the Commission.

V. Next Meeting Date
A. Regular Meeting on Thursday, March 26, 2020

VI. Motion to Adjourn

Motion: Mr. Schroeder moved to adjourn the regular meeting. Seconded by Mr. Lurtz. Motion carried by a vote of 6-0 at 4:38.

Respectfully Submitted,

Kelly Brown
Administrative Specialist
Village of Pinehurst

A videotape of this meeting is available on the Village website at www.vopnc.org

Vision: The Village of Pinehurst is a charming, vibrant community, which reflects our rich history and traditions. Mission: Promote, enhance, and sustain the quality of life for residents, businesses, and visitors. Values: Service, Initiative, Teamwork, and Improvement.



COA-2020-00026

ADDITIONAL AGENDA DETAILS:

This public hearing is to consider a request within the Pinehurst Historic District for an exterior modification of the roofline with the addition of a covered entry, which will be framed to match the existing arch way at 160 Palmetto Road, Unit 10. The property can be identified in the Moore County Tax Registry by Moore County PIN Number# 856209161810. The property owner are Linda and Guy Salvatto and the applicant is Kevin Steed of Kustom Konstruct.

FROM:

Peter Hughes

CC:

Darryn Burich

DATE OF MEMO:

3/19/2020

MEMO DETAILS:

The applicant is requesting the addition of a covered entry to 160 Palmetto Unit 10. The Commission is hearing this request because additions that increase the footprint of the building and changes to rooflines are considered Major Work items.

Covered entries are not uncommon in the Historic District. The Commission approved a covered entry at 160 Palmetto Road Unit 3 last year and there is an existing covered entry located at 220 Cherokee Road (across the street from 160 Palmetto Road). The applicant and homeowner have indicated through the application and application material to match the building material of the existing structure as much as possible.

ATTACHMENTS:

Description

- ☐ 160 Palmetto Road Unit 10 Application and Exhibits
- ☐ 160 Palmetto Road Unit 10 Staff Report
- ☐ 160 Palmetto Roa Unit 10 Finding of Facts



COA 2020 -00026

Historic Certificate of Appropriateness (COA) Major and Minor

(Revised 04/01/19)

☒ Major Work ☐ Minor Work

Certificate of Appropriateness Information

Section 8.3.2.3 of the Pinehurst Development Ordinance (PDO) indicates that any erection, alteration, restoration, relocation, or demolition of an exterior portion of any building, structure, or signage within the Historic Preservation Overlay District shall require a Certificate of Appropriateness (COA).

Guidelines that property owners must comply with in order to obtain a **Certificate of Appropriateness (COA)** are described in the Village of Pinehurst Historic District Guidelines. A map of the Local Historic District and the Historic District Guidelines can be accessed at www.vopnc.org/historicdistrict.

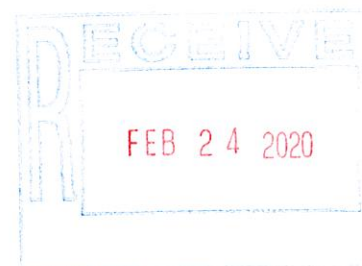
This application must be completed in full and submitted with the associated fee listed in the Village's Fees and Charges Schedule, which can be accessed at www.vopnc.org.

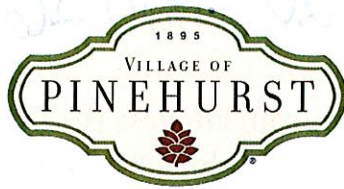
Intake Information

Property Address	
Street Address	160 Palmetto Rd. Unit #10
City, State, Zip Code	Pinehurst, NC 28374
Parcel ID #	

Owner Information			
Name	Linda & Guy Salvato	Home Phone #	
Street Address		Mobile Phone #	(614) 204-4888
City, State, Zip Code		Business Phone #	
Email	linda.salvato@hotmail.com		

Applicant			
Name	(Kustom Konstruct) Kevin Steed	Other Phone #	
Email	kustomkonstruct@gmail.com	Street Address	123 Westview Rd
Mobile Phone #	(910) 639.5390	City, State, Zip Code	Carthage NC 28327





Historic Certificate of Appropriateness (COA)
Major and Minor
 (Revised 04/01/19)

General Information

Description of Changes to the Structure	Frame archway over front entry door. Wrap fascia and soffit in wood. Install corbels to match existing Prep and paint to match existing. Install metal on roof.		
Type of Work	☐ Addition	☒ Alteration	☐ New
Existing Use		Proposed Use	
☐ Vacant ☒ Single Family Low Density ☐ Single Family Medium Density ☐ Single Family High Density ☐ Multi-Family Development ☐ Office ☐ Retail ☐ Lodging ☐ Recreational ☐ Institutional ☐ Medical ☐ Industrial ☐ Services		☐ Vacant ☒ Single Family Low Density ☐ Single Family Medium Density ☐ Single Family High Density ☐ Multi-Family Development ☐ Office ☐ Retail ☐ Lodging ☐ Recreational ☐ Institutional ☐ Medical ☐ Industrial ☐ Services	
Includes Demolition		☐ Yes ☒ No	
Includes Tree Removal		☐ Yes ☒ No	
Estimated Cost of Construction		\$4,500.00	



Historic Certificate of Appropriateness (COA) Major and Minor

(Revised 04/01/19)

Exterior Materials and Colors

	Existing Material	Proposed Material	Proposed Color
Front Elevation			
Rear Elevation			
Right Elevation			
Left Elevation			
Trim			
Windows			
Chimney			
Foundation			
Front Door			
Shutters			
Garage Door			
Roof			
Roof Exhaust Vents			
Front Porch			
Deck			
Patio			
Sidewalk			
Sky Lights			
Driveway			
House Number			
Other:	<u>Fixed Awning</u>	<u>Painted block</u>	<u>Wood</u>
			<u>match existing (white)</u>

Required Documents

- | | |
|--|---|
| ☒ Site Plan/Survey or Sketch | ☐ Elevation Drawings |
| ☐ Floor Plans | ☐ Landscaping Plan |

Certification

I hereby certify that the information contained in this application is accurate and complete. I also confirm that I have read and understand the requirements that must be met in order to receive a Historic Certificate of Appropriateness (COA).

Applicant Signature: _____

Date: _____

2/24/20

ERROR OF CLOSURE = 1/5000+

OWNER:
AMHURST DEVELOPMENT COMPANY
700 A. M. W. BROAD STREET
SIXTH PINES, NORTH CAROLINA 28387
PROPERTY IS PRESENTLY ZONED R-SMF

AS AN ACCURATE COPY OF THE PLANS OF THE BUILDINGS AS FILED WITH AND APPROVED BY THE VICECHIEF OF FIREWORKS AND THAT THOSE PLANS SHOWED AND ACCURATELY REFLECT THE LAYOUT, LOCATION, CELLING AND FLOOR ELEVATIONS, UNIT NUMBERING AND NAMES OF THE UNITS AS LISTED.

WITNESS MY HAND AND SEAL THIS 19TH DAY OF
DECEMBER, 1946

SIGNED Anthony S. Phillips
ANTHONY S. PHILLIPS
RES. ARCHITECT, C.F.E., No. 378h

RESULTS

C. H. BLUM & ASSOCIATES, P. A.
P. O. BOX 411
SOUTHBAY FIELDS, N. C. 28587
PH: 692-6461

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MAYOR

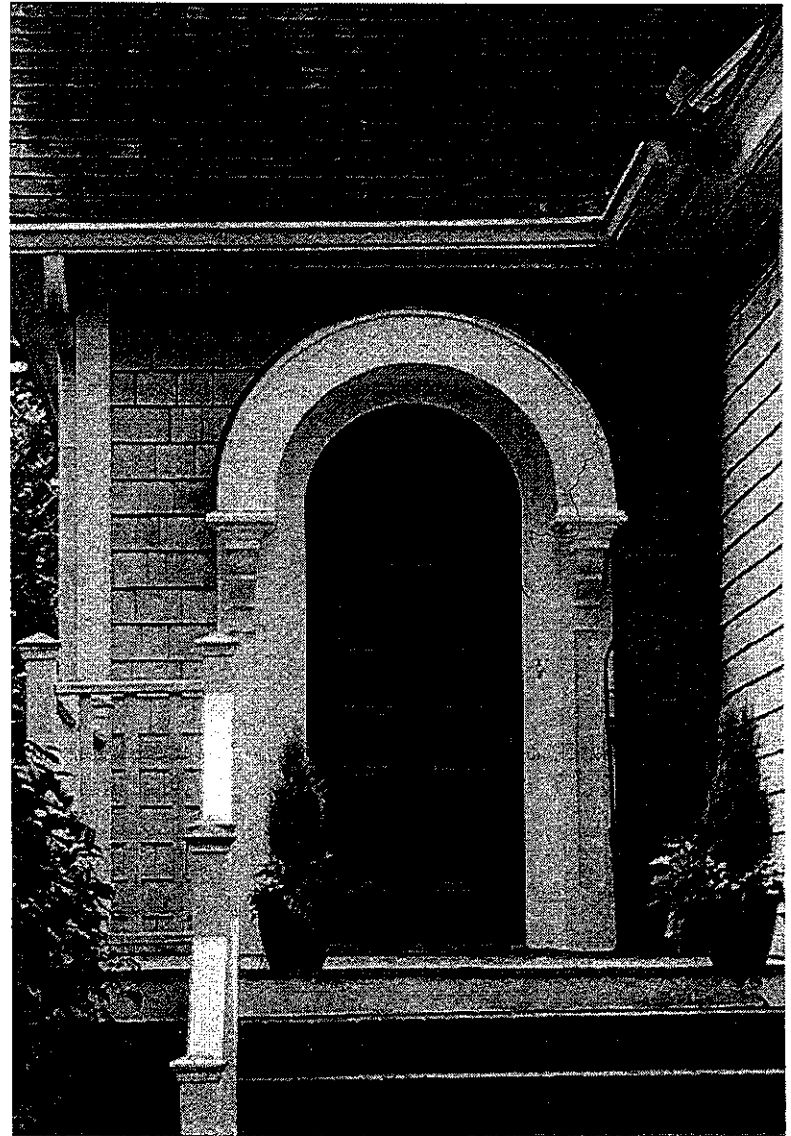
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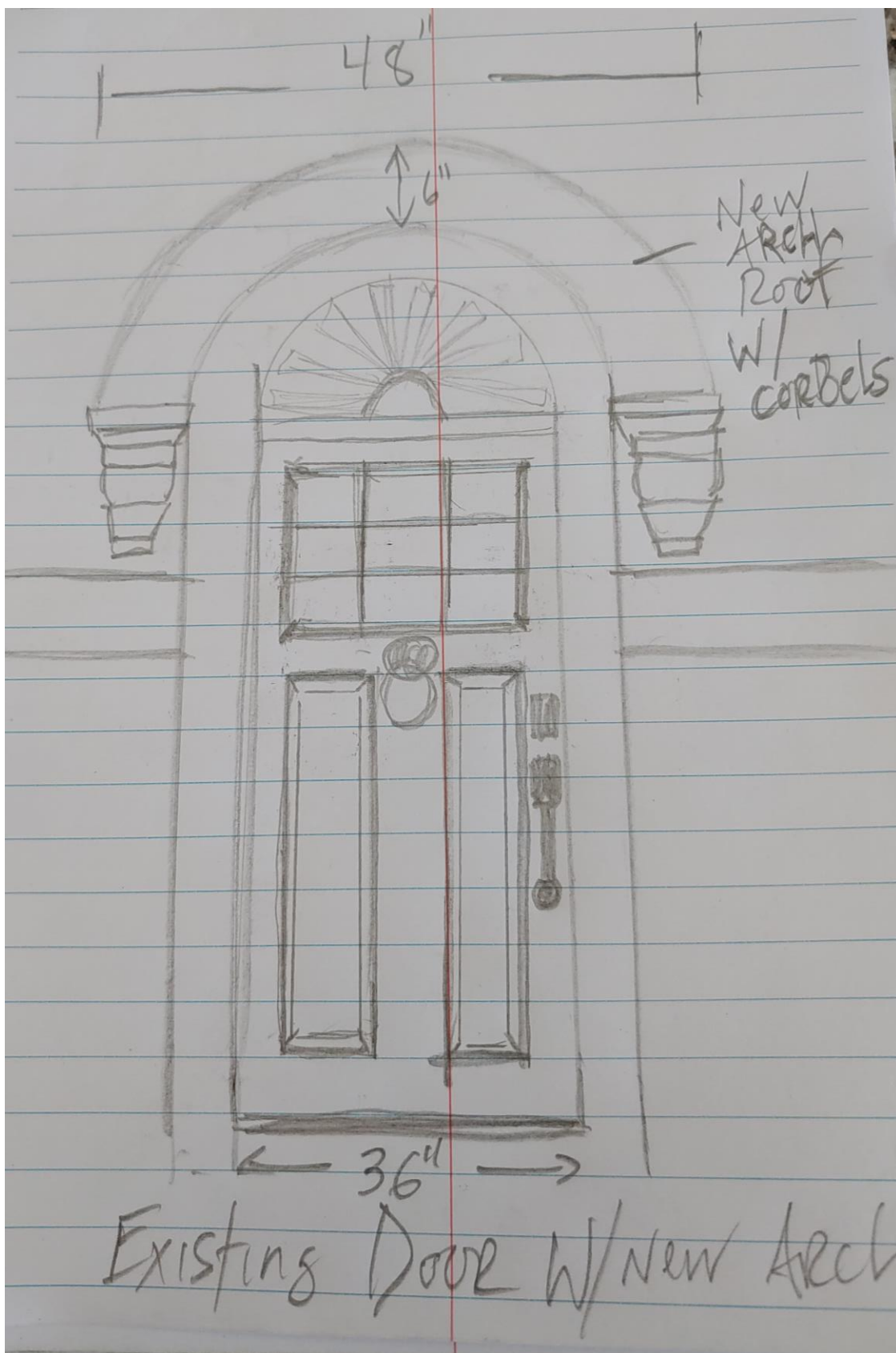
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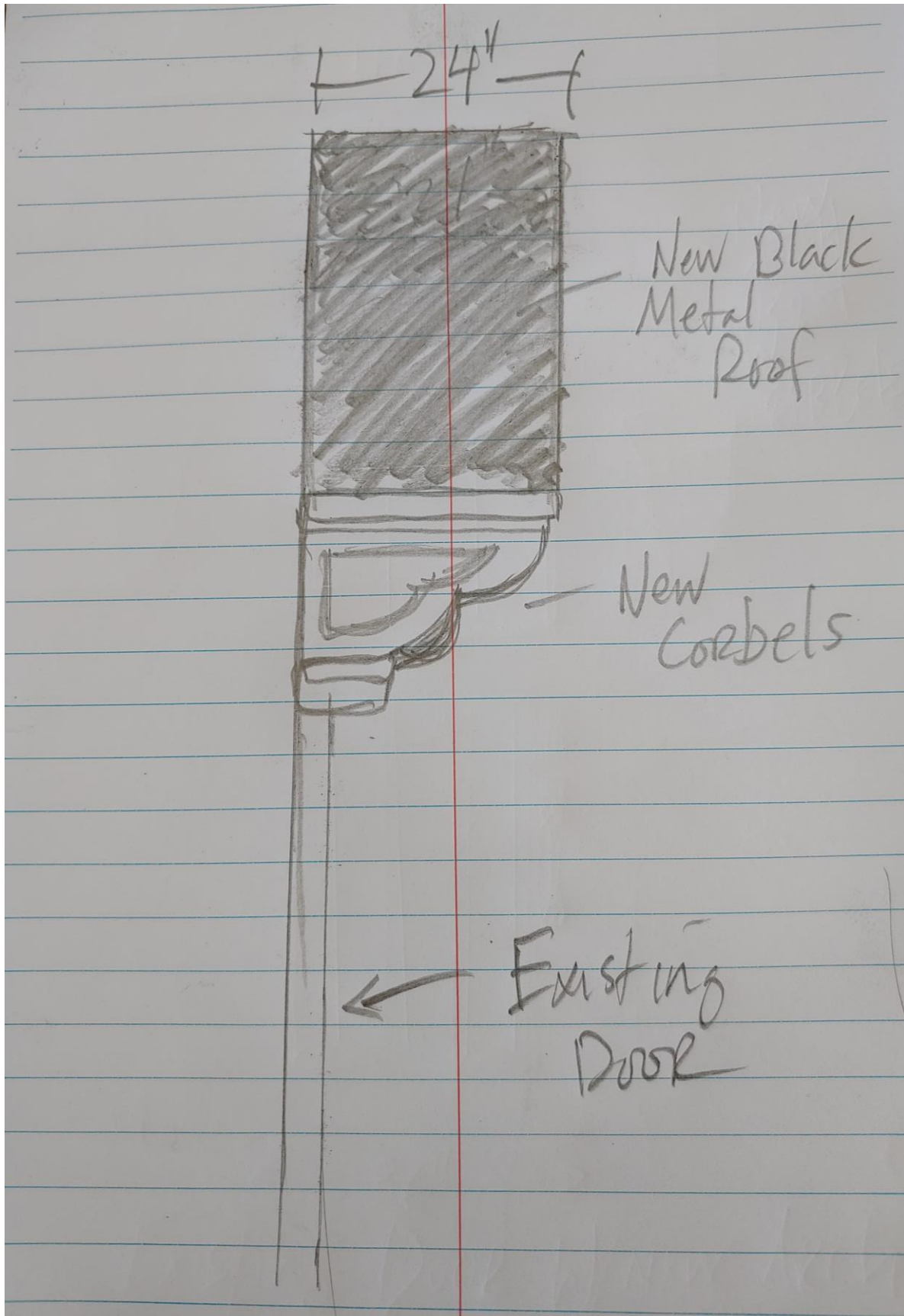
1.07 1.700

Palmetto House
Unit # 10
Guy and Debbie
Salvato









Peter Hughes

From: linda salvato <lindasalvato@hotmail.com>
Sent: Thursday, March 5, 2020 7:31 PM
To: Peter Hughes
Subject: Fw: 160 Palmetto: Permission to Apply for a COA

Here's the note from the last of the Board Members.

Linda

From: Melanie Cole <spaniel@stanford.edu>
Sent: Thursday, March 5, 2020 6:59 PM
To: debbie webb <debbieawebb@hotmail.com>; Condo Ally Mckinlay <allyson.mckinlay@gmail.com>; Linda Salvato <lindasalvato@hotmail.com>
Subject: Re: 160 Palmetto: Permission to Apply for a COA

Dear Linda,

As a board member of the Homeowners Association for the Palmetto House located in the Village of Pinehurst, NC, I approve the construction of an "Eve" for house unit #10 at the exterior entrance doorway.

Melanie Cole
650-224-6281

From: debbie webb <debbieawebb@hotmail.com>
Sent: Wednesday, March 4, 2020 4:33 PM
To: debbie webb <debbieawebb@hotmail.com>; Condo Ally Mckinlay <allyson.mckinlay@gmail.com>; Melanie Cole <spaniel@stanford.edu>; Linda Salvato <lindasalvato@hotmail.com>
Subject: Fwd: 160 Palmetto: Permission to Apply for a COA

To whom it may concern:

Re: 160 Palmetto Carriage
house unit 10/Linda Salvato

As Vice President of the Homeowners Association of The Palmetto House located in Pinehurst NC...
I give my approval to begin construction of an entry way "Eve" at the exterior entrance doorway.

Debbie Webb
debbieawebb@hotmail.com
910-995-1522

From: linda salvato <lindasalvato@hotmail.com>
Date: March 4, 2020 at 7:05:37 PM EST
To: debbie webb <debbieawebb@hotmail.com>, "allyson.mckinlay@gmail.com"
<allyson.mckinlay@gmail.com>, Melanie Cole <spaniel@stanford.edu>
Cc: linda salvato <lindasalvato@hotmail.com>
Subject: Fw: 160 Palmetto: Permission to Apply for a COA

Hello, all!

See below. I have been requested from the Village to submit a letter from the Palmetto House HOA documenting its approval for the construction that we want to do at the entryway to #10. It's an "eve" in the manner of the photos attached.

As the Board of Directors has the authority to approve these kind of requests, would you consider this and email me your response as soon as you can?

Thanks so much! You can just reply to this email.

Linda

From: Peter Hughes <phughes@vopnc.org>
Sent: Wednesday, March 4, 2020 3:58 PM
To: linda salvato <lindasalvato@hotmail.com>
Subject: RE: 160 Palmetto: Permission to Apply for a COA

Linda,

I need one more thing and I apologize that I didn't get this accomplished in one email.

Can I also get a letter from the HOA Palmetto Inc that you have permission to modify the exterior of the property?

Thanks,
Peter

Peter Hughes
Senior Planner
Village of Pinehurst
395 Magnolia Rd., Pinehurst, NC 28374
910-295-8659 🌸 phughes@vopnc.org 🌸 www.vopnc.org

Vision: The Village of Pinehurst is a charming, vibrant community which reflects our rich history and traditions. 🌸 Mission: Promote, enhance, and sustain the quality of life for residents, businesses, and visitors 🌸 Values: Service, Initiative, Teamwork, Improvement.
Pursuant to North Carolina General Statutes, Chapter 132, et.seq., this electronic mail message and any attachments hereto, as well as any electronic mail message(s) that may be sent in response to it may be considered public record and as such are subject to requests for review.

From: Peter Hughes
Sent: Wednesday, March 4, 2020 3:08 PM

EXHIBIT F

To: 'linda salvato' <lindasalvato@hotmail.com>

Subject: 160 Palmetto: Permission to Apply for a COA

Linda,

Per our conversation, I want to confirm for the record that Mr. Kevin Steed of Kustom Konstruct is permitted to represent you and file an application for a COA for 160 Palmetto Road Unit 10.

Thank you,
Peter

Peter Hughes

Senior Planner

910-295-8659

phughes@vopnc.org



PLANNING AND INSPECTIONS DEPARTMENT STAFF REPORT

To: Historic Preservation Commission
From: Peter Hughes, Senior Planner
CC: Darryn Burich, Planning and Inspections Director
Kelly Brown, Administrative Specialist
Date: March 13, 2020
Subject: Major COA Request for 160 Palmetto Road (COA-2020-00026)

Applicant:	Kevin Steed
Owners:	Linda and Guy Salvatto
Professional:	Kustom Konstruct (Kevin Steed)
Property Location:	160 Palmetto Road, Unit 10
Zoning:	R-MF (Residential Multi-Family District)
Current Land Use:	Residential Multi-Family
Proposed Land Use:	Residential Multi-Family
PID#	856209161810

Request and Background:

Kevin Steed of Kustom Konstruct is requesting a Certificate of Appropriateness, on behalf of the property owners Linda and Guy Salvatto, for an exterior modification to a property located within the Historic District at 160 Palmetto Road. The proposed exterior modification is the addition of a framed archway over the front entry door. The property owners have permission from the homeowner's association, the Palmetto House, to make the proposed modification to the exterior of the building. The property can be further identified in the Moore County Tax Registry by Moore County PIN Number #856209161810.

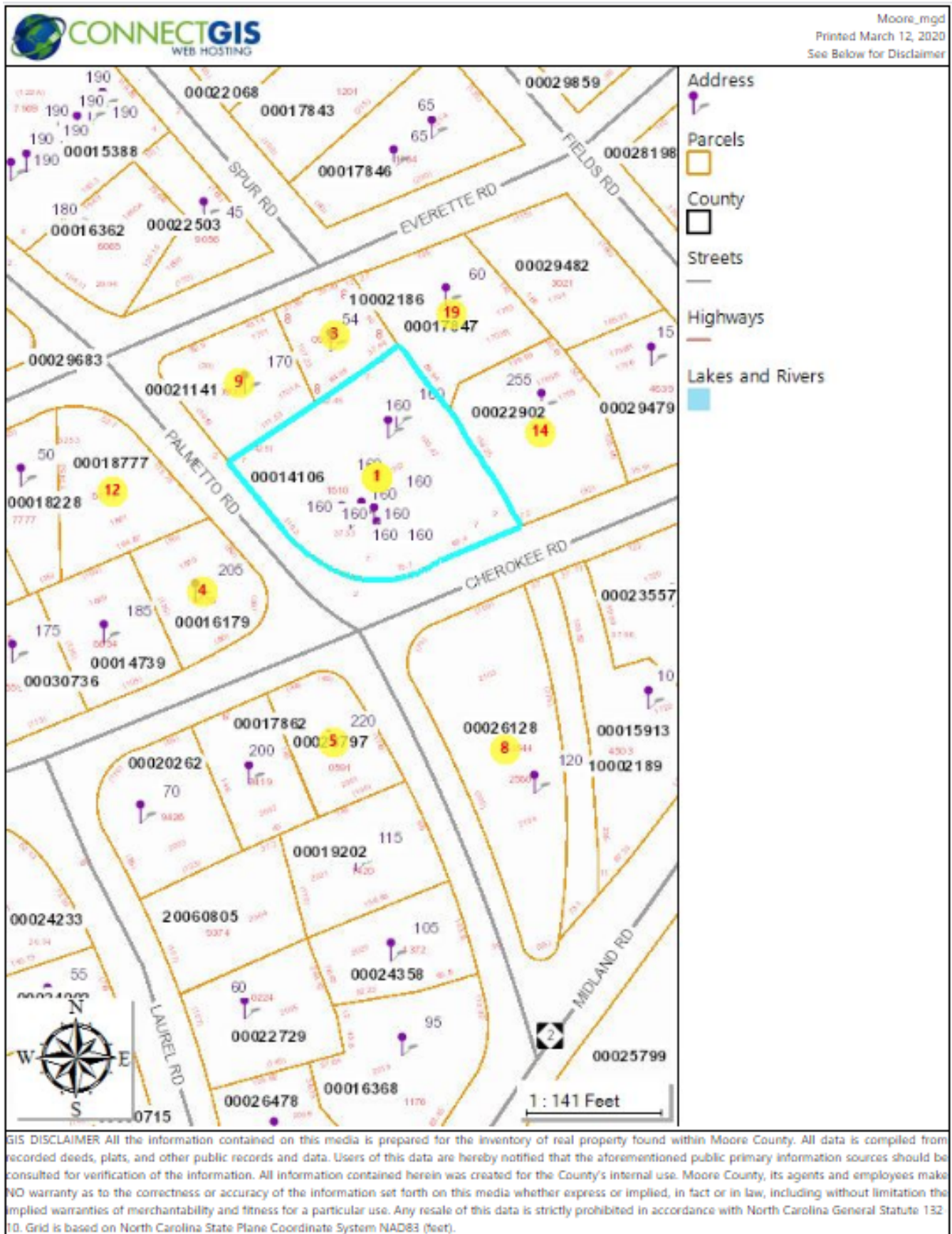
In 2014, Unit 10 of the Palmetto house received a COA for the addition of an awning over the front entry. The approved awning was never installed. According to the applicant, the decision to not install the awning was based on concern of adverse weather damaging the awning and consequently causing damage to the structure.

In 2019, Unit 3 of the Palmetto House received a COA for the addition of a roof over the entry porch, new landing, entry stairs, and hand rail.

According to the National Historic Landmark Survey, the structure at 160 Palmetto Road was originally constructed in 1895 and is listed as a contributing building. 160 Palmetto Road is located within the historic core and all adjacent properties are listed as contributing. The table and map on the following pages includes the brief histories of each property from the 1996 National Historic Landmark Survey.

National Historic Landmark Survey Table for COA 20-00026				
#	Address	Year Built	Contributing	Structure History
1	160 Palmetto	1921	Yes	This one-and-a-half-story stuccoed building had four garage bays (now enclosed)--one for each apartment--with living quarters above. Paired and tripled windows, a round-headed central door with round-arched window above, dormers, and widely overhanging braced eaves over the garage bays characterize the well-designed building.
3	54 Everette	1920s	Yes	This one-story wood-shingled duplex may originally have been associated with the Willow Oaks duplex behind which it stands.
4	205 Cherokee	1917	Yes	This two-story Colonial Revival frame house was first owned by Clyde Davis, but in 1918 was sold to Miss May Chapman for the Cottage Colony School. The house has a gambrel roof, a long shed dormer across the facade, grouped windows, a classical center bay entrance, and vinyl siding.
5	220 Cherokee	1896	Yes	Heartsease began as a four-room cottage and grew to meet the rental needs in Pinehurst. In 1922 the house was sold to Isham C. Sledge, Secretary-Treasurer of Pinehurst Inc. Heartsease is a one-and-a-half-story frame cottage with a gable-end facade, vinyl siding, hipped dormers, a front porch, and several small additions.
8	120 Palmetto	1930	Yes	Mrs. Frank Easton of Providence, R. I. was the original owner of this unusual one-and-a-half-story frame house. It is sheathed with mitered-corner log slabs, has gable-end rubble stone chimneys, and long shed dormers. The house has had additions on the east side and rear. The house is placed in the center of a triangular block, and the landscaping shelters it from the surrounding roads. (Lot #2104)
9	170 Palmetto	1922	Yes	Mr. O. H. Stutts built this handsome rental bungalow. It is a large one-and-a-half-story wood-shingled building with a broad gable roof, off-center side chimneys, side bay windows, and round-arched braced hoods over the two front entrances. A deck has been added to the east side.
12	Vacant Land	NA	NA	Owned by Tim Wright
14	255 Cherokee	1953	NA	Not listed in NHL survey
19	60 Everette	1920s	Yes	This house is a simple one-story stuccoed dwelling with a low hipped roof and an engaged corner porch.
**The lack of sequential numbering corresponds to the map below and is the result of the multiple units located at 160 Palmetto.				

Map Related to the Addresses on the National Historic Landmark Survey Table



Evidentiary Hearing Process:

The purpose of an evidentiary hearing is to gather factual evidence, not hearsay or public opinion about the popularity of the proposed project.

The hearing will begin with a staff presentation of the case, which explains the ordinance requirements, the application, any information in the file about it, and any staff analysis that has been made. The staff presentation is followed by the applicant's presentation of their case, and then hearing from those opposed to or in favor of the application, then hearing any response the applicant chooses to make. When all of the evidence is in, the Board moves to deliberation and decision of the case. All of this is done in a public hearing.

Roles:

Staff acts as the initial witness providing a brief overview of the case and provides factual information as it relates to the application, and in this case the Historical District Guidelines. Staff, like any other witness, **must** be sworn in and are subject to cross-examination.

The Chair is responsible for calling witnesses, following the established procedures, ensuring that witnesses present relevant evidence only, and limits repetitious testimony.

Board Members listen and ask relevant questions, assess the credibility of all testimony, remain impartial, and vote on the case.

The applicant, or other witnesses, provide factual testimony for the Commission to consider before ruling on the outcome of the case. All witnesses need to be sworn in by the Chair.

Action by the Historic Preservation Commission:

In considering the application, the Historic Preservation Commission shall review the application materials, the general purpose and standards set forth in the relevant sections of the Historic Guidelines for the granting of COAs, all testimony and evidence received at the public hearing, and most importantly the congruency of the proposal with the Historic District.

After conducting the public hearing, the Commission may:

- (1) Have the authority to subpoena witnesses and may request additional information;
- (2) Continue the public hearing on the requested variance;
- (3) Conduct an additional public hearing on the application;
- (4) Grant the requested variance;
- (5) Deny the requested variance;
- (6) Grant the requested COA with conditions. In granting any COA, the Commission may attach appropriate conditions, provided that the conditions are reasonably related to the request.

Any approval or denial of the request shall be by resolution, accompanied by written findings of fact that the COA request meets or does not meet each of the standards set forth in Historic Guidelines.

This memo along with material submitted by the applicant shall also be included as submitted evidence and made part of the record.

Standards of Review

This request is before the Commission because the addition of a covered entry is and to the structure that changes the footprint of the building. According to the Village of Pinehurst Historic District Guidelines new constructions or additions not considered to be Minor Work is considered Major Work and the addition of a covered entry is not considered Minor Work. All Major Work **must** be approved by the Commission.

The Commission shall not approve a Certificate of Appropriateness until the evidence presented meets the standards within the Historic District Guidelines and satisfies the burden of proof that the proposed request.

Applicable Guidelines Requirements:

1. Section III.G.1 - New porches, entrances, and balconies or alterations to porches, entrances, and balconies on street facing elevations **must** be compatible with the architectural character of the structure and **must** be congruous with similar elements in the Pinehurst Historic District.

The proposed addition of a covered entry would complement the existing architecture of Unit 10 Palmetto House if approved. Based on the submitted material the proposed entry would be compatible with existing architecture. The proposed archway will replicate the existing archway feature and most of the proposed material will match existing materials as much as possible.

The covered entry archway is congruous with the Historic District. The property owners were inspired by the property located across the street at 220 Cherokee Road that currently has an archway over the front entry door.





220 Cherokee Road (Current Photo)



220 Cherokee Road (Current Photo)

2. Sections III.G.3 - New porches and entrances on the street-facing elevations **must** be compatible in height and architectural character with the existing structure, and based on historical evidence that a porch is appropriate to the structure or the style of structure.

The proposed covered entry is visible from the street. The current entry is framed by an existing archway and the expansion of that archway into a covered entry would maintain the current height of the architectural feature. The proposed covered entry archway would project two feet outward from the building expanding the footprint of the building.

The historical evidence ensuring the appropriateness of the addition applies to only porches, however as previously noted, 220 Cherokee has an existing covered entry archway.

3. Section III.B.1 - Any changes or additions to an exterior wall, such as windows or door openings, bays, vents, balconies or chimneys, **must** be compatible with the architecture of the structure and **must** be congruous with the character of the Pinehurst Historic District.

The proposed covered, entry archway would be a modification to an exterior wall. Based on the submitted material, the project would appear to be congruous with the Historic District. The intent to match materials and mimic the existing archway makes the addition compatible with the architecture.

It should be noted that metal material proposed for the roof would not match any existing material.

Applicable Recommendations from the Historic District Guidelines:

1. *No recommendations apply to this proposed covered entry.*



FINAL ORDER
VILLAGE OF PINEHURST
HISTORIC PRESERVATION COMMISSION
Introduction

This matter was heard by the Village of Pinehurst Historic Preservation Commission on March 26, 2020. Having heard the evidence and reviewed any relevant documents submitted by the parties, the Commission now makes the following findings and conclusions.

Order

The Historic Preservation Commissioner may at times determine that a proposed change or design which does not meet the Guidelines is, in fact, more congruous with the special character of the Pinehurst Historic District than if the property owner had followed the Guidelines. Conversely, an application meeting the Guideline could be determined to be incongruous with the character of the District. Strict adherence to the Guidelines in those cases is not required if the Historic Preservation Commission clearly states on the record the reasons why the proposed design or improvements are congruous or incongruous before issuing or denying a Certificate of Appropriateness.

Upon due consideration of the application package submitted and the testimony given, the Historic Preservation Commission concludes the following:

- ☐ That the applicant has satisfied the burden of persuasion and the project as proposed subject to any conditions imposed by the Commission is congruous with the Pinehurst Historic District and consistent with Historic District Guidelines. Or
- ☐ That the project as proposed is not in conformity with the guidelines, nevertheless the applicant has satisfied the burden of persuasion and the project subject to any conditions imposed by the Commission is deemed congruous with the Pinehurst Historic District. Or
- ☐ That the applicant has not satisfied the burden of persuasion and the project as proposed is not congruous with the Pinehurst Historic District.

Hereby ordered the _____ of _____, 2020.

Clerk to the Historic Preservation Commission

Chair of the Historic Preservation Commission

Attachments: Attach application, map, description of significance (if available)

Attachment A
Final Order
160 Palmetto Road Unit 10

The Historic Preservation Commission of the Village of Pinehurst has determined that the following additional findings are relevant to a decision for 160 Palmetto Road Unit 10:

The following conditions apply to approval of the Certificate of Appropriateness for 160 Palmetto Road Unit 10:

The Historic Preservation Commission of the Village of Pinehurst has determined that a Certificate of Appropriateness should be granted for 160 Palmetto Road Unit 10 based on the following:



COA-2020-00027

ADDITIONAL AGENDA DETAILS:

This public hearing is to consider a request within the Pinehurst Historic District for an exterior modification to include: the demolition of the primary structure at 50 Everett Road. The property can be identified in the Moore County Tax Registry by Moore County PIN Number# 856209067777. The property owner is the Hazelwood Partnership of Tim Wright and Bart Boudreaux and the applicant is Bart Boudreaux.

FROM:

Peter Hughes

CC:

Darryn Burich

DATE OF MEMO:

3/19/2020

MEMO DETAILS:

The applicant is requesting to demolish the structure located at 50 Everett Road. The Commission is hearing this request because demolitions of this magnitude are considered Major Work items.

The applicant, in conformance with the Historic District Guidelines, has submitted a historical record of the primary structure. The historical record describes the distinctive architectural features of the structure, important landscape features and any archaeological significance of the site. Please review the demolition standards from the Historic Guidelines.

ATTACHMENTS:

Description

- ☐ 50 Everett Road Application and Exhibits
- ☐ 50 Everett Road Staff Report
- ☐ 50 Everett Road Findings of Fact



Historic Certificate of Appropriateness (COA) Major and Minor

Fee: \$100 – Minor

Fee: \$500 – Major

(Revised 02/2020)

☒ Major Work

☐ Minor Work

Certificate of Appropriateness Information

Section 8.3.2.3 of the Pinehurst Development Ordinance (PDO) indicates that any erection, alteration, restoration, relocation, or demolition of an exterior portion of any building, structure, or signage within the Historic Preservation Overlay District shall require a Certificate of Appropriateness (COA).

Guidelines that property owners must comply with in order to obtain a **Certificate of Appropriateness (COA)** are described in the Village of Pinehurst Historic District Guidelines. A map of the Local Historic District and the Historic District Guidelines can be accessed at www.vopnc.org/historicdistrict.

This application must be completed in full and submitted with the associated fee listed in the Village's Fees and Charges Schedule, which can be accessed at www.vopnc.org/Home/ShowDocument?id=10100.

Intake Information

Property Address	
Street Address	50 Everett Road
City, State, Zip Code	Pinehurst, NC 28374
Parcel ID #	00019229 Western Portion of Lot 1301

Owner Information			
Name	Bart Boydreux	Home Phone #	
Street Address	10 Everett Rd	Mobile Phone #	918-521-6291
City, State, Zip Code	Pinehurst NC	Business Phone #	
Email	boydreuxbart@gmail.com		

Applicant			
Name	Same as above	Other Phone #	
Email		Street Address	
Mobile Phone #		City, State, Zip Code	



Historic Certificate of Appropriateness (COA)
Major and Minor
Fee: \$100 – Minor
Fee: \$500 – Major
(Revised 02/2020)

Licensed Professionals (Optional)	
(License #s must include all letters and numbers as filed with the NC Licensing Board)	
License #	<i>To be determined</i>
Name	
Street Address	
City, State, Zip	
Phone #	
Email	

General Information

Description of Changes to the Structure	<i>Demolish existing home. See attached justification & summary</i>		
Type of Work	☐ Addition	☐ Alteration	☐ New
Existing Use		Proposed Use	
☐ Vacant ☐ Single Family Low Density ☐ Single Family Medium Density ☐ Single Family High Density ☒ Multi-Family Development ☐ Office ☐ Retail ☐ Lodging ☐ Recreational ☐ Institutional ☐ Medical ☐ Industrial ☐ Services		☐ Vacant ☒ Single Family Low Density ☐ Single Family Medium Density ☐ Single Family High Density ☐ Multi-Family Development ☐ Office ☐ Retail ☐ Lodging ☐ Recreational ☐ Institutional ☐ Medical ☐ Industrial ☐ Services	
Includes Demolition		☒ Yes ☐ No	
Includes Tree Removal		☐ Yes ☒ No	
Estimated Cost of Construction		<i>\$25,000</i>	



Historic Certificate of Appropriateness (COA)
Major and Minor
Fee: \$100 – Minor
Fee: \$500 – Major
(Revised 02/2020)

Exterior Materials and Colors

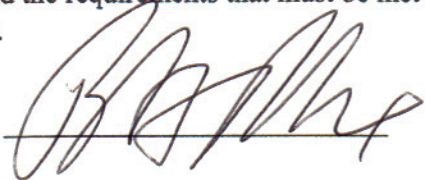
	Existing Material	Proposed Material	Proposed Color
Front Elevation			
Rear Elevation			
Right Elevation			
Left Elevation			
Trim			
Windows			
Chimney			
Foundation			
Front Door			
Shutters			
Garage Door			
Roof			
Roof Exhaust Vents			
Front Porch			
Deck			
Patio			
Sidewalk			
Sky Lights			
Driveway			
House Number			
Other: _____			

Required Documents

☐ Site Plan/Survey or Sketch	☐ Elevation Drawings
☐ Floor Plans	☐ Landscaping Plan

Certification

I hereby certify that the information contained in this application is accurate and complete. I also confirm that I have read and understand the requirements that must be met in order to receive a Historic Certificate of Appropriateness (COA).

Applicant Signature:  Date: 2/27/20

50 Everett Road – Western Portion of Lot 1801
Supporting Documentation for Demolition COA

History of Hazelwood (aka “The Teacherage”)

Hazelwood was built by James Walker Tufts in 1895 as a rental cottage, and is a contributing property to the Pinehurst Historic Landmark designation.

In 1910, it was changed from a duplex with two suites of five rooms, to a ten room cottage.

In the 1940s it was purchased by the Pinehurst School board, who remodeled it into an apartment building for teachers. The Everett side porch was enclosed, the northeast tower was removed and walled in, the main entrance was moved to the Palmetto side, and the house was covered with aluminum siding. Additionally, when changing the layout from one-and-a-half stories to two-and-a-half stories, shed dormers with banks of windows were added to both sides of the home.

The home changed hands in March 1997, and the new owner renovated and kept it as a 5 unit apartment complex. The apartments were rented for many years but have been vacant and abandoned for at least 5 years. The property has not been maintained and has visibly deteriorated, both inside and out. The interior of the home is covered in mold with peeling paint throughout, and the yard is overgrown and blighted.

As noted above the exterior of the home has been stripped of any historical significance and has severely deteriorated. Its current state has negatively impacted the neighborhood directly along with the viability of building on the neighboring lot – Eastern Portion of Lot 1801. The current owner, Tim Wright, commented that upon reflection unless the 50 Everett home is demolished, he plans to sell his adjoining lot and not build a new home.

Excerpt from Pinehurst Historic Landmark Designation

194.	THE TOWER	50 Everett Rd.	1895/1948
	Contributing building		
	The Tower was built by James W. Tufts as rental property. In 1910 it changed from use as a duplex house to a ten room cottage. In the 1940s it was sold to the Pinehurst School Board, who remodeled it into an apartment house for teachers. The two-and-a-half-story frame house has the remains of a tower on the northeast corner. The Everett Road porch has been enclosed, the main entrance has been moved to the Palmetto Road side, and the house is covered with aluminum siding. (Lot #1801; other names - Hazelwood, Teacherage)		

Excerpt from the “Village of Pinehurst – An Historic Walking Tour”**Distinctive architectural features of the structure:**

As you can see from the side-by-side pictures above, there are no distinctive architectural features left on the structure. The Everette side porch was enclosed, the northeast tower was removed and walled in, the main entrance was moved to the Palmetto side, and the house was covered with aluminum siding. Additionally, when changing the layout from one-and-a-half stories to two-and-a-half stories, shed dormers with banks of windows were added to both sides of the home.

Architectural features and materials worth salvaging:

The owners intend to salvage the items listed below, or offer same to other parties prior to demolition:

1. Heart pine stair treads
2. Heart pine flooring
3. Interior doors and hardware
4. Claw foot tub
5. Antique porcelain farm sinks
6. Dental molding in Unit 1
7. Windows

Important landscape features:

Except for mature trees surrounding the property, there are no other important landscape features on the lot. There is no intent to remove any of the existing mature trees and every attempt will be made to not damage the trees on the subject lot or on the neighboring properties. The joint owners of the

50 Everett property are the adjacent property owners, and purely based in self-interest, have a vested interest in avoiding damage to our own properties.

Proposed demolition summary:

1. Salvage any architectural features or materials as identified above.
2. Obtain proper permits.
3. Hire a licensed and insured demolition contractor.
4. Disconnect all utility services before demolition.
5. Remove and properly dispose of the structure, porch, basement walls, floors, foundations, sidewalks, and steps.
 - a. Do not damage mature trees.
 - b. The handling of asbestos is subject to all applicable state and federal mandates.
 - c. If it should become necessary to close any traffic lanes, acquire the necessary permits and place warning signs and temporary fences as required.
6. The basement will be backfilled and compacted, then covered with a layer of topsoil. The affected area will be grass seeded.
7. All depressions on the property shall be filled, compacted, and graded to a uniform slope with adequate drainage, that shall not permit ponding of water.
8. The demolition will be completed in 30 days following the completion of any environmental health requirements.
9. All debris will be cleared from the property within 30 days and village staff will be informed if this can't be accomplished.

Alternatives to demolition:

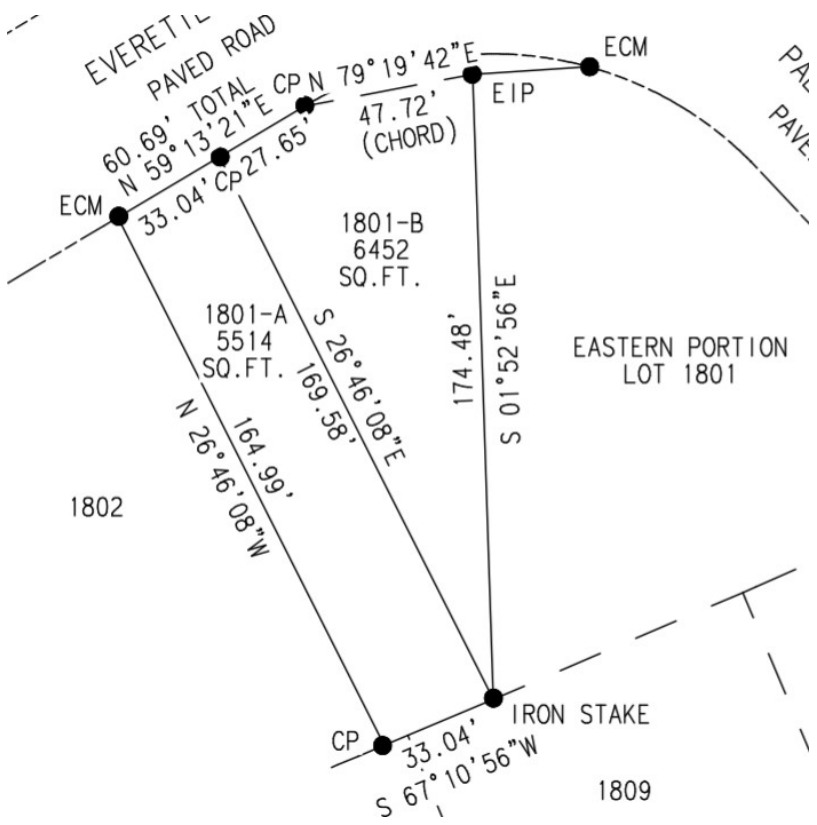
1. The owners are open to alternatives to demolition, as long as those options avoid financial burden, extensive delays, and/or liability on the current owners. After the salvageable features are removed, the owners would entertain donating the structure towards one of the options below:
 - a. Another party moving the home from its current location to another lot.
 - b. Another party deconstructing the home and moving the pieces to another location.

The survey below shows the lot with the existing structure at the 50 Everett Rd property (Parcel – 00018228 – Western portion of Lot 1801). As of early February 2020, this lot is jointly owned by Bart Boudreaux and Tim Wright.



The survey below shows the proposed lot split of the existing 50 Everett Rd property (Parcel – 00018228 – Western portion of Lot 1801). After the structure is demolished our intent is to:

- 1. Combine the 1801A piece with the 1802 lot (Parcel 00026653 - 30 Everett Rd owned by Bart Boudreaux).
 - The 33' extension will be combined with the 30 Everett Rd yard and will be maintained accordingly. Initially no additional planting or landscaping is planned, however, longer term additional landscaping shall be added to better blend with the adjoining properties.
 - The white picket fence along the front of 30 Everett Rd will be extended across the combined property.
- 2. Combine the 1801B piece with the Eastern portion of lot 1801 (Parcel 00018777 - 175 Palmetto Rd owned by Tim Wright).
 - The Wright's purchased the 175 Palmetto lot a few years back with the intent of building a small and high quality house consistent with village's architecture. The purchase of 50 Everett Road does not change their views in the type of home or the footprint of the home. The additional parcel of land allows for more landscaping and beautification opportunities by populating the property with new indigenous plants and trees.



Northeast corner of house from Everett



Side of house - northwest corner – from alley side



Side of house - taken from alley



Rear of home – 30 Everett Side



Yard that will be added to 30 Everett lot



Front entrance side from neighboring Palmetto lot



Front of house from Palmetto side



Side of house take from alley

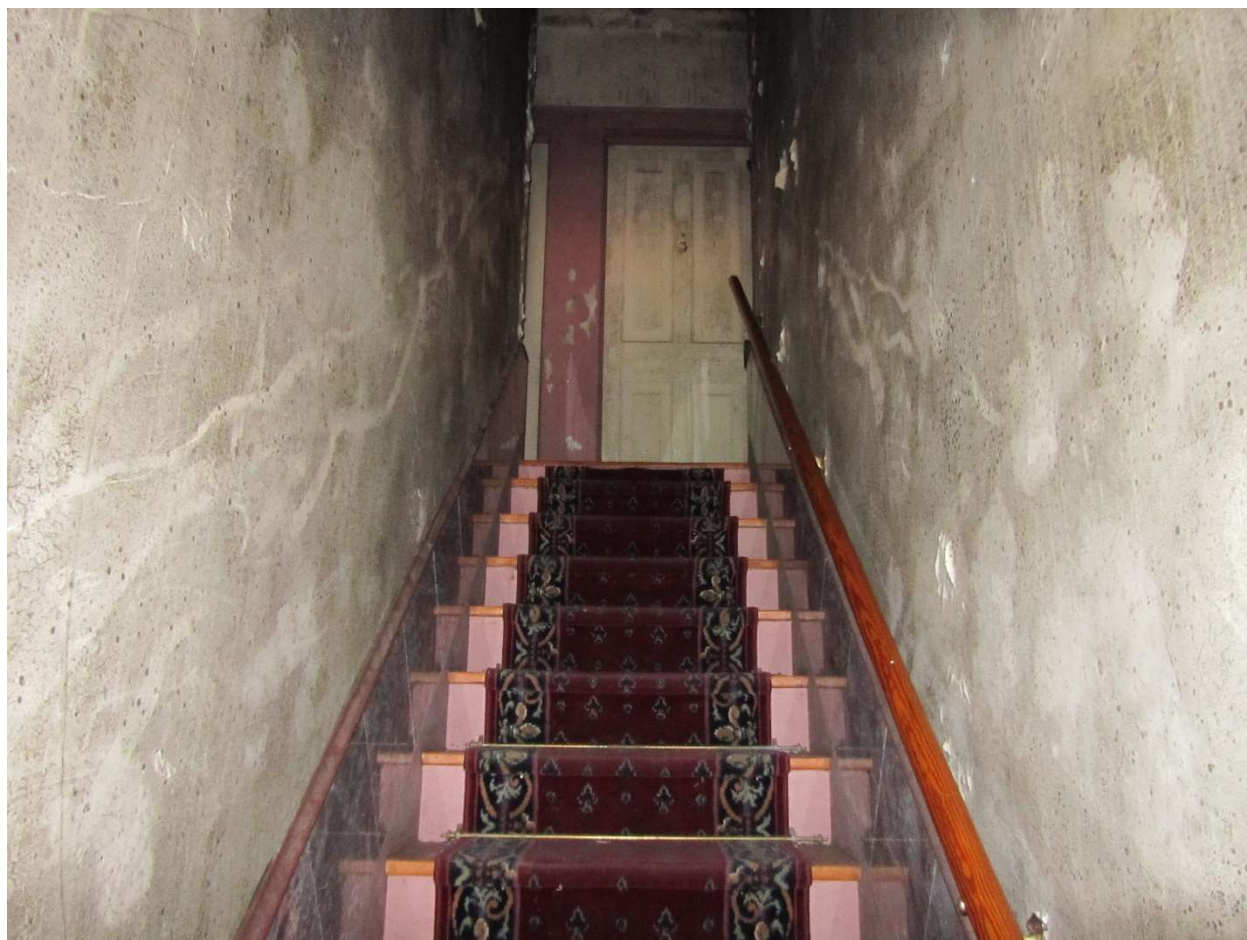


Front entrance from neighboring Palmetto lot

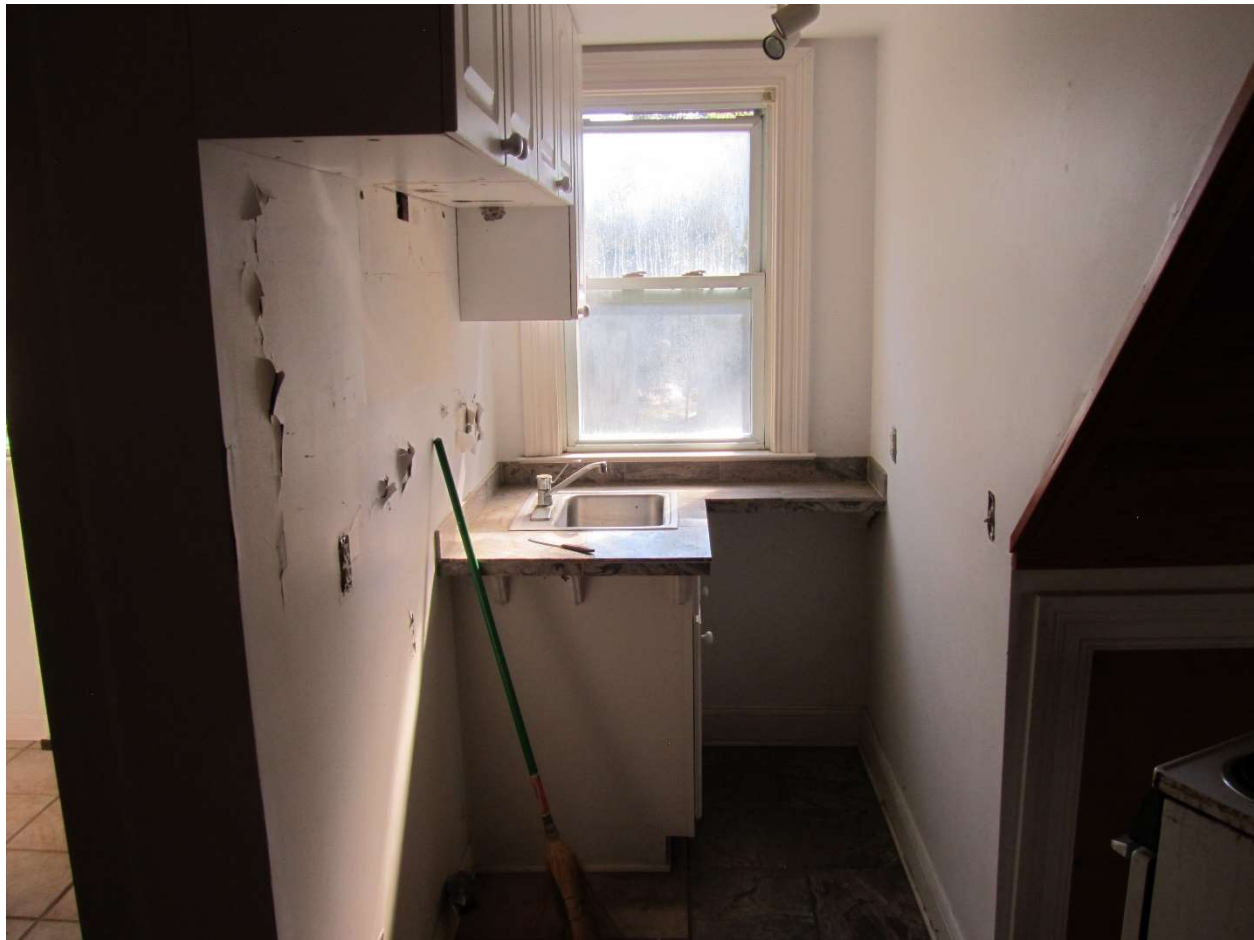


Main stairway from front door

**Heart pine stair treads, mold and
mildew throughout**



3rd floor apartment #5
Peeling paint



3rd floor apartment #5



3rd floor apartment #5
Heart pine flooring



3rd floor apartment #5
Heart pine flooring



Stairs to 3rd floor apartment #5

**Heart pipe stair treads, stair rail broken, mold
and mildew covering walls**



2nd floor apartment #4

Mold and mildew, peeling paint



2nd floor apartment #4
Mold and mildew, peeling paint



2nd floor apartment #4



2nd floor apartment #4
Heart pine flooring

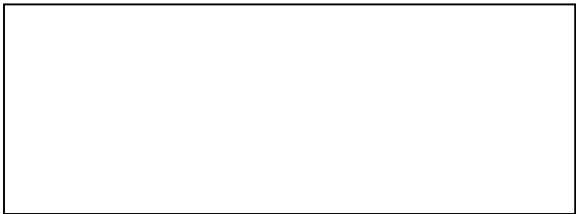


2nd floor apartment #4
Heart pine flooring, mold and mildew



2nd floor apartment #4
Antique farmhouse sink





2nd floor apartment #3

**Heart pine flooring, old doors
and hardware**



2nd floor apartment #3



2nd floor apartment #3
Heart pine flooring, old doors and
hardware



2nd floor apartment #3
Antique farmhouse sink



2nd floor apartment
Heart pine flooring



First floor apartment #2



First floor apartment #2
Heart pine flooring



First floor apartment #2

**Heart pine flooring, old
doors and hardware**



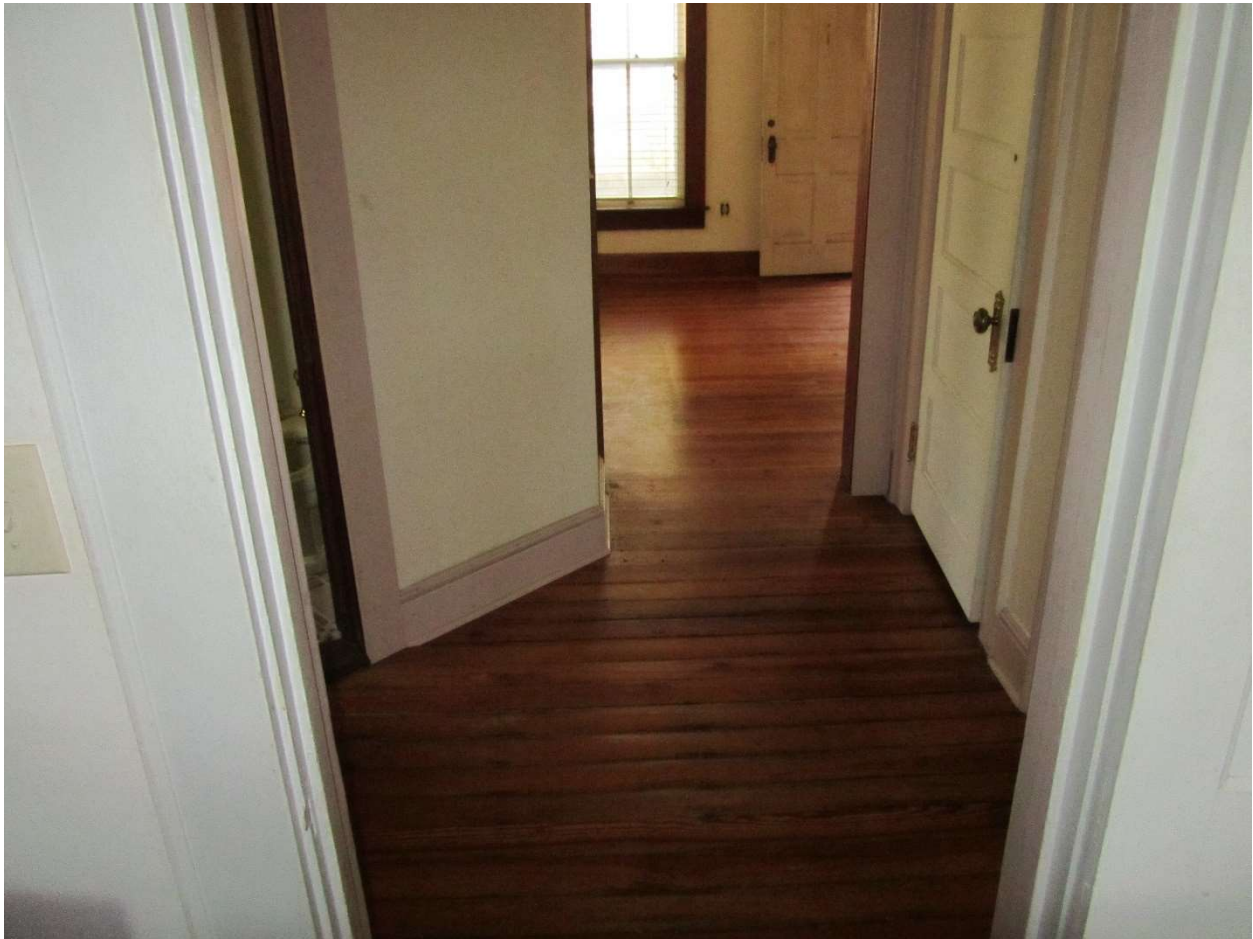
First floor apartment #2
Antique farmhouse sink



First floor apartment #2
New hickory floors



First floor apartment #1
Heart pine flooring, old
doors and hardware



First floor apartment #1



First floor apartment #1



First floor apartment #1
Heart pine flooring



1st floor apartment #1
Heart pine flooring





PLANNING AND INSPECTIONS DEPARTMENT STAFF REPORT

To: Historic Preservation Commission
From: Peter Hughes, Senior Planner
CC: Darryn Burich, Planning and Inspections Director
Kelly Brown, Administrative Specialist
Date: March 13, 2020
Subject: Major COA Request for 50 Everett Road (COA-2020-00027)

Applicant:	Bart Boudreaux
Owners:	Bart Boudreaux and Tim Wright
Professional:	To Be Determined
Property Location:	50 Everett Road
Zoning:	R-MF (Residential Multi-Family District)
Current Land Use:	Residential Multi-Family
Proposed Land Use:	Single Family Residential
PID#	856209067777

Request and Background:

Bart Boudreaux is requesting a Certificate of Appropriateness, on the behalf of himself and Tim Wright, for an exterior modification to a property located within the Historic District at 50 Everett Road. The is the demolition of the current structure located on site. The demolition according to the submitted material will include the salvaging of material when possible, hiring of a demolition professional, obtaining all necessary permits, backfilling the basement, regrading the lot, and completion of demolition within thirty days. The property owners are Bart Boudreaux and Tim Wright of the Hazelwood House Partnership and the property can be further identified in the Moore County Tax Registry by Moore County PIN Number #856209067777

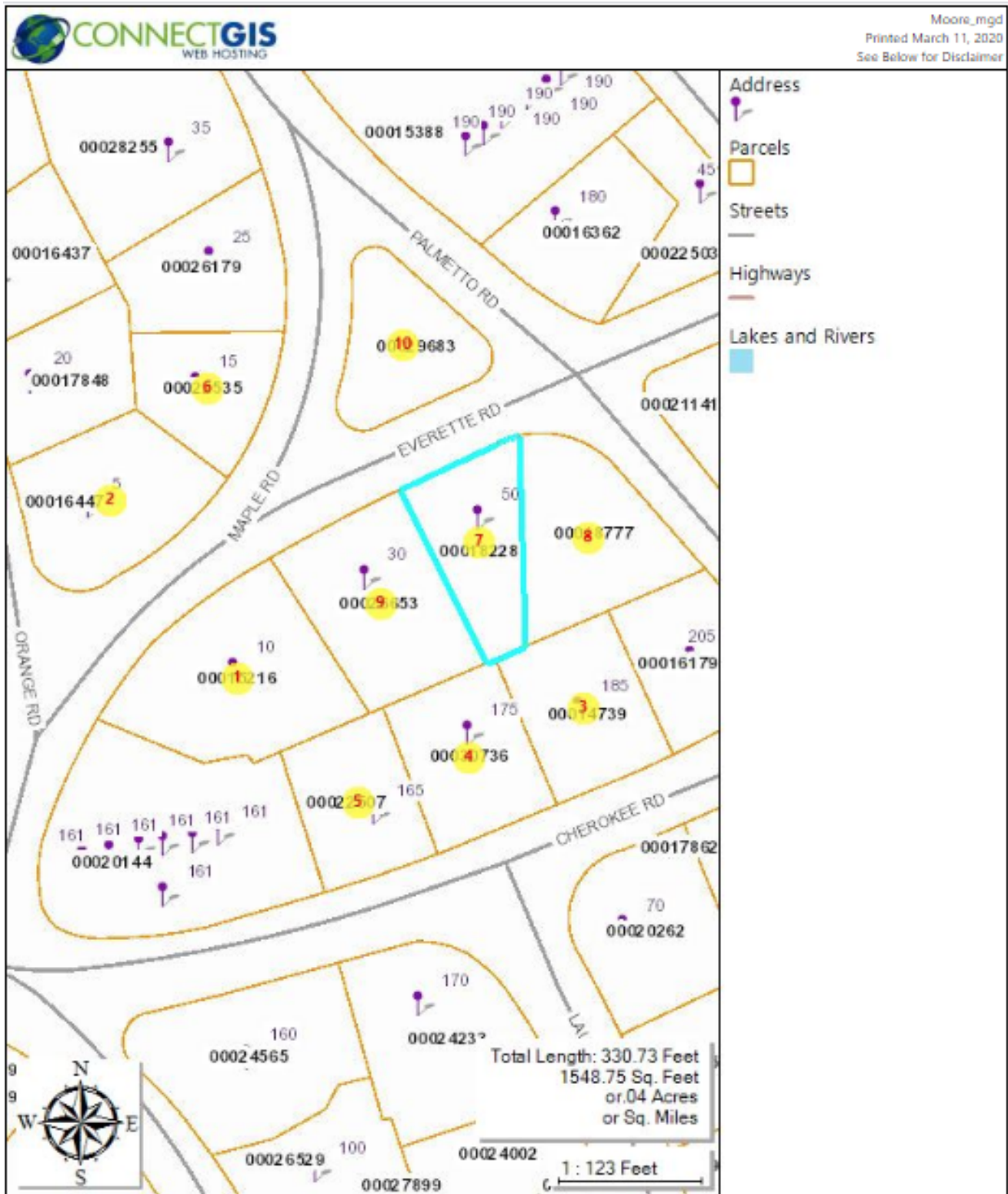
There are no records for any previous exterior modifications made to the structure at 50 Everett Road. The Historic District has been in place since 2006.

According to the National Historic Landmark Survey the structure at 50 Everett Road was originally constructed in 1895 and is listed as a contributing building. 50 Everett Road is located within the historic core and as a result all adjacent properties are listed as contributing. The table and map on the following pages includes the brief histories of each property from the 1996 National Historic Landmark Survey.

National Historic Landmark Survey Table for COA 2020-00027

#	Address	Year Built	Contributing	Structure History
1	10 Everett	1895	Yes	The Woodbine is a one-story frame cottage with vinyl siding and a three-gable roof.
2	5 Everett	1915	Yes	Thomas H. Craig, Pinehurst's Superintendent of Sanitation, was the original owner of this house. It is a one-story, shingle-clad frame cottage with a gable roof, pedimented entrance bay, and one-story side wing.
3	185 Cherokee	1895	Yes	The Concord was one of the 25 original cottages built in Pinehurst. In 1920 it was sold to E. L. Scofield of Stamford, Conn. The house is a one-and-a-half-story frame cottage with German siding, a broad gable roof facing the road, hipped dormers, and interior chimneys.
4	175 Cherokee	1895 & 1936	Yes	The Lenox was built as a ten-room boarding house and was used this way for some years. Mildred Phelps Stokes Hooker purchased the house in 1928. In 1936 it burned, but was rebuilt. Today the house is two-story L-plan frame dwelling with a gable roof on one wing and a hipped roof with unusual hipped dormers on the other wing.
5	165 Cherokee	1895	Yes	The Arbutus is a two-story, three-bay frame house with gable-end facing the street, a front bay window, and an enclosed porch.
6	15 Maple	1920	Yes	The Tremont is a one-and-a-half-story frame dwelling with a hipped roof, hipped dormers, interior chimneys, and front bay windows.
7	50 Everett	1895	Yes	The Tower was built by James W. Tufts as rental property. In 1910 it changed from use as a duplex house to a ten room cottage. In the 1940s it was sold to the Pinehurst School Board, who remodeled it into an apartment house for teachers. The two-and-a-half-story frame house has the remains of a tower on the northeast corner. The Everett Road porch has been enclosed, the main entrance has been moved to the Palmetto Road side, and the house is covered with aluminum siding. (Lot #1801; other names - Hazelwood, Teacherage)
8	Vacant Land	NA	NA	Owned by Tim Wright
9	30 Everett	1895	Yes	The Retreat is a one-story frame cottage with German siding, a hip-roofed porch, a gabled dormer, and an engaged front porch with Tuscan columns.
10	Vacant Land	NA	NA	Vacant land Owned by the Village

Map Related to the Addresses on the National Historic Landmark Survey Table



GIS DISCLAIMER All the information contained on this media is prepared for the inventory of real property found within Moore County. All data is compiled from recorded deeds, plats, and other public records and data. Users of this data are hereby notified that the aforementioned public primary information sources should be consulted for verification of the information. All information contained herein was created for the County's internal use. Moore County, its agents and employees make NO warranty as to the correctness or accuracy of the information set forth on this media whether express or implied, in fact or in law, including without limitation the implied warranties of merchantability and fitness for a particular use. Any resale of this data is strictly prohibited in accordance with North Carolina General Statute 132-10. Grid is based on North Carolina State Plane Coordinate System NAD83 (feet).

Evidentiary Hearing Process:

The purpose of an evidentiary hearing is to gather factual evidence, not hearsay or public opinion about the popularity of the proposed project.

The hearing will begin with a staff presentation of the case, which explains the ordinance requirements, the application, any information in the file about it, and any staff analysis that has been made. The staff presentation is followed by the applicant's presentation of their case, and then hearing from those opposed to or in favor of the application, then hearing any response the applicant chooses to make. When all of the evidence is in, the Board moves to deliberation and decision of the case. All of this is done in a public hearing.

Roles:

Staff acts as the initial witness providing a brief overview of the case and provides factual information as it relates to the application, and in this case the Historical District Guidelines. Staff, like any other witness, must be sworn in and are subject to cross-examination.

The Chair is responsible for calling witnesses, following the established procedures, ensuring that witnesses present relevant evidence only, and limits repetitious testimony.

Board Members listen and ask relevant questions, assess the credibility of all testimony, remain impartial, and vote on the case.

The applicant, or other witnesses, provide factual testimony for the Commission to consider before ruling on the outcome of the case. All witnesses need to be sworn in by the Chair.

Action by the Historic Preservation Commission:

In considering the application, the Historic Preservation Commission shall review the application materials, the general purpose and standards set forth in the relevant sections of the Historic Guidelines for the granting of COAs, all testimony and evidence received at the public hearing, and most importantly the congruency of the proposal with the Historic District.

After conducting the public hearing, the Commission may:

- (1) Have the authority to subpoena witnesses and may request additional information;
- (2) Continue the public hearing on the requested variance;
- (3) Conduct an additional public hearing on the application;
- (4) Grant the requested variance;
- (5) Deny the requested variance;
- (6) Grant the requested COA with conditions. In granting any COA, the Commission may attach appropriate conditions, provided that the conditions are reasonably related to the request.

Any approval or denial of the request shall be by resolution, accompanied by written findings of fact that the COA request meets or does not meet each of the standards set forth in Historic Guidelines.

This memo along with material submitted by the applicant shall also be included as submitted evidence and made part of the record.

Standards of Review

This request is before the Commission because demolition of a historic structure greater than 120 square feet is considered a Major Work Item, according to the Village of Pinehurst Historic District Guidelines. The applicant is requesting to demolish the existing structure at 50 Everette Road and has submitted the required demolish documents. All Major Work must be approved by the Commission.

The Commission shall not approve a Certificate of Appropriateness until the evidence presented meets the standards within the Historic District Guidelines and satisfies the burden of proof that the proposed request.

Pinehurst Development Ordinance:

8.3.2.7 (A) - An application for a Certificate of Appropriateness authorizing the demolition, removal, or destruction of a building structure or site within a historic district may not be denied. However, the effective date of such a certificate may be delayed for a period of up to three hundred sixty-five (365) days from the date of approval. The Commission shall reduce the period of delay if it finds that the owner would suffer extreme hardship or be permanently deprived of all beneficial use or return from such property by virtue of the delay. During the delay period, the Commission shall negotiate with the owner in an effort to find a means of preserving the building, structure, or site. If the Commission finds that a building, structure, or site has no special significance or value toward maintaining the character of a district, it shall waive all or part of such period of delay and authorize earlier demolition or removal;

The Commission cannot deny the demolition of structures within the Historic District. The Commission may delay the demolition, but for a period not to exceed 365 days.

Applicable Guidelines Requirements:

DEMOLITIONS

1. Section VIII.B.3 – Prior to demolition of a primary structure, a record of the primary structure **must** be made that describes any distinctive architectural features of the structure, important landscape features and any archaeological significance of the site. This documentation **must** be provided to Village Staff before the public hearing.

The applicant has provided a detailed historic record cataloging the history of the Tower/Hazelwood residence. The historic record includes details about the multiple renovations of the property, the recent history of the property, distinctive architectural features of the structure, photos of both the inside and outside of the home, and identifies materials worth salvaging. This documentation was provided at the time of application and meets the requirement of the Guidelines.

2. Section VIII.B.6 - After demolition, all debris **must** be removed from the site within 30 days.

The applicant has expressed in the historic record the intention to acquire all necessary permits and services to complete the demolition within 30 days.

Applicable Guidelines Recommendations:

DEMOLITION

1. Section VIII.B.1 – Prior to demolition, property owners should work with the Historic Preservation Commission in seeking alternatives to relocate a primary structure or important accessory building as an alternative to demolition.

The applicant has expressed willingness to relocate the structure if there was an interested 3rd party. The applicant has not indicated whether they have coordinated with the HPC in seeking alternatives to demolition.

2. Section VIII.B.4 - Salvageable architectural materials and features should be identified along with potential buyers or recipients of salvaged materials.

The applicant, through the submitted historic record, has identified the material worth salvaging, but has not indicated specific potential buyers. The applicant has indicated the property owners as potential recipients of the salvaged materials.

3. Section VIII.B.5 – Significant site features and adjacent properties should be protected during demolition. Also trees should be protected from damage due to compaction of the soil by equipment or materials.

The applicant has expressed in the historic record prepared for this demolition the intent to ensure adjacent properties and mature trees will be protected from damage due to the demolition activities.



FINAL ORDER
VILLAGE OF PINEHURST
HISTORIC PRESERVATION COMMISSION
Introduction

This matter was heard by the Village of Pinehurst Historic Preservation Commission on March 26, 2020. Having heard the evidence and reviewed any relevant documents submitted by the parties, the Commission now makes the following findings and conclusions.

Order

The Historic Preservation Commissioner may at times determine that a proposed change or design which does not meet the Guidelines is, in fact, more congruous with the special character of the Pinehurst Historic District than if the property owner had followed the Guidelines. Conversely, an application meeting the Guideline could be determined to be incongruous with the character of the District. Strict adherence to the Guidelines in those cases is not required if the Historic Preservation Commission clearly states on the record the reasons why the proposed design or improvements are congruous or incongruous before issuing or denying a Certificate of Appropriateness.

Upon due consideration of the application package submitted and the testimony given, the Historic Preservation Commission concludes the following:

- ☐ That the applicant has satisfied the burden of persuasion and the project as proposed subject to any conditions imposed by the Commission is congruous with the Pinehurst Historic District and consistent with Historic District Guidelines. Or
- ☐ That the project as proposed is not in conformity with the guidelines, nevertheless the applicant has satisfied the burden of persuasion and the project subject to any conditions imposed by the Commission is deemed congruous with the Pinehurst Historic District. Or
- ☐ That the applicant has not satisfied the burden of persuasion and the project as proposed is not congruous with the Pinehurst Historic District.

Hereby ordered the _____ of _____, 2020.

Clerk to the Historic Preservation Commission

Chair of the Historic Preservation Commission

Attachments: Attach application, map, description of significance (if available)

Attachment A
Final Order
50 Everette Road

The Historic Preservation Commission of the Village of Pinehurst has determined that the following additional findings are relevant to a decision for 50 Everette Road:

The following conditions apply to approval of the Certificate of Appropriateness for 50 Everette Road:

The Historic Preservation Commission of the Village of Pinehurst has determined that a Certificate of Appropriateness should be granted for 50 Everette Road based on the following:



COA-2020-00028

ADDITIONAL AGENDA DETAILS:

This public hearing is to consider a request within the Pinehurst Historic District for an exterior modification to include: the addition of a rear yard covered porch with retractable screens at 80 Midland Road. The property can be identified in the Moore County Tax Registry by Moore County PIN Number# 856200273170. The property owner is the Tess Weil and the applicant is Johnathon Landwehrmann of Jland Construction.

FROM:

Peter Hughes

CC:

Darryn Burich

DATE OF MEMO:

3/19/2020

MEMO DETAILS:

The applicant is requesting the addition of a covered porch to the rear of the residence at 80 Midland Road. The Commission is hearing this request because additions that increase the footprint of the building and changes to rooflines are considered Major Work items.

The applicant and homeowner have indicated through the application and application material to match the building material of the existing structure as much as possible. The proposed covered porch would meet zoning setback requirements and not encroach into the existing golf course setback of 30 feet.

ATTACHMENTS:

Description

- ☐ 80 Midland Road Application and Exhibits
- ☐ 80 Midland Road Staff Report
- ☐ 80 Midland Road Findings of Fact



COA 2020-00028

Historic Certificate of Appropriateness (COA)**Major and Minor**

Fee: \$100 – Minor

Fee: \$500 – Major

(Revised 02/2020)

☒ Major Work *fnh*☐ Minor Work**Certificate of Appropriateness Information**

Section 8.3.2.3 of the Pinehurst Development Ordinance (PDO) indicates that any erection, alteration, restoration, relocation, or demolition of an exterior portion of any building, structure, or signage within the Historic Preservation Overlay District shall require a Certificate of Appropriateness (COA).

Guidelines that property owners must comply with in order to obtain a **Certificate of Appropriateness (COA)** are described in the Village of Pinehurst Historic District Guidelines. A map of the Local Historic District and the Historic District Guidelines can be accessed at www.vopnc.org/historicdistrict.

This application must be completed in full and submitted with the associated fee listed in the Village's Fees and Charges Schedule, which can be accessed at www.vopnc.org/Home/ShowDocument?id=10100.

Intake Information

Property Address	
Street Address	80 MIDLAND RD
City, State, Zip Code	PINE HURST NC 28374
Parcel ID #	

Owner Information			
Name	TESS WEIL	Home Phone #	646 275 6551
Street Address	80 MIDLAND RD	Mobile Phone #	
City, State, Zip Code	PINE HURST NC 28374	Business Phone #	
Email			

Applicant			
Name	JOHNATHON LANDWEHRMANN	Other Phone #	
Email	JOHNATHON@JLANDCONSTRUCTION.COM	Street Address	1714 BROOKHAVEN MILL RD
Mobile Phone #	336 339 7771	City, State, Zip Code	GREENSBORO NC 27406





Historic Certificate of Appropriateness (COA) Major and Minor

Fee: \$100 – Minor

Fee: \$500 – Major

(Revised 02/2020)

Licensed Professionals (Optional)	
(License #s must include all letters and numbers as filed with the NC Licensing Board)	
License #	
Name	
Street Address	
City, State, Zip	
Phone #	
Email	

General Information

Description of Changes to the Structure	150 SQFT COVERED PORCH WITH RETRACTABLE SCREEN		
Type of Work	☒ Addition	☐ Alteration	☐ New
Existing Use		Proposed Use	
☐ Vacant ☐ Single Family Low Density ☒ Single Family Medium Density ☐ Single Family High Density ☐ Multi-Family Development ☐ Office ☐ Retail ☐ Lodging ☐ Recreational ☐ Institutional ☐ Medical ☐ Industrial ☐ Services		☐ Vacant ☐ Single Family Low Density ☒ Single Family Medium Density ☐ Single Family High Density ☐ Multi-Family Development ☐ Office ☐ Retail ☐ Lodging ☐ Recreational ☐ Institutional ☐ Medical ☐ Industrial ☐ Services	
Includes Demolition		☒ Yes ☐ No	
Includes Tree Removal		☐ Yes ☒ No	
Estimated Cost of Construction		20,000	

Planning and Inspections Department

395 Magnolia Rd - Pinehurst, North Carolina 28374

(910) 295-8660 - Fax (910) 295-1396 – www.vopnc.org



Historic Certificate of Appropriateness (COA) Major and Minor

Fee: \$100 – Minor

Fee: \$500 – Major

(Revised 02/2020)

Exterior Materials and Colors

	Existing Material	Proposed Material	Proposed Color
Front Elevation			
Rear Elevation	NA	HARDI BOARD / YELLOW	YELLOW
Right Elevation			
Left Elevation			
Trim	NA	HARDI BOARD	WHITE
Windows			
Chimney			
Foundation			
Front Door			
Shutters			
Garage Door			
Roof			
Roof Exhaust Vents			
Front Porch			
Deck			
Patio	BRICK	BRICK	REP
Sidewalk			
Sky Lights			
Driveway			
House Number			
Other: <u>PERGOLA</u>	REMOVING		

Required Documents

☒ Site Plan/Survey or Sketch	☒ Elevation Drawings
☐ Floor Plans	☐ Landscaping Plan

penh 3/3/2020

Certification

I hereby certify that the information contained in this application is accurate and complete. I also confirm that I have read and understand the requirements that must be met in order to receive a Historic Certificate of Appropriateness (COA).

Applicant Signature: _____

Date: _____

3 MAR 20

Planning and Inspections Department

395 Magnolia Rd - Pinehurst, North Carolina 28374

(910) 295-8660 - Fax (910) 295-1396 – www.vopnc.org

CATION MAP

ART, CERTIFY THAT THIS PLAT
OR MY SUPERVISION FROM AN
MADE UNDER MY SUPERVISION;
N RECORDED IN BOOK 1295
T BOUNDRIES NOT SURVEYED
BROKEN LINES AND DRAWN FROM
TED; THAT THE RATIO OF
LCULATED IS 1 : 10
WAS PREPARED IN ACCORDANCE
O AS AMENDED. WITNESS MY
RE, REGISTRATION NUMBER
DAY OF 2005.
L-3631
REGISTRATION NO.

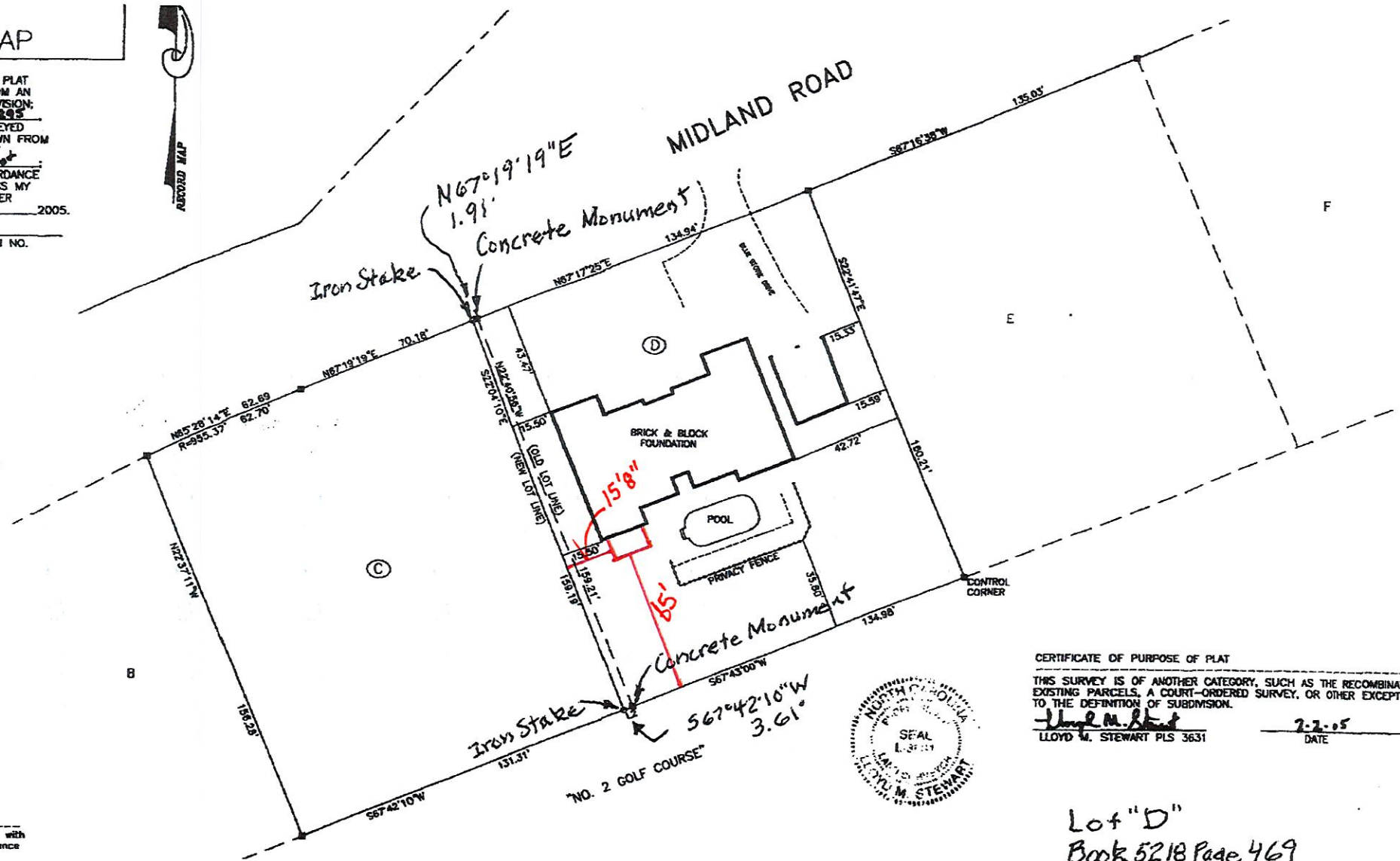
Y IS ZONED RA-20 BY THE
MURST.

BY COORDINATE METHOD.

ATED LOTS
4 SQ. FT.
13 SQ. FT.

BEARING
N67°19'19"E
S67°42'10"W

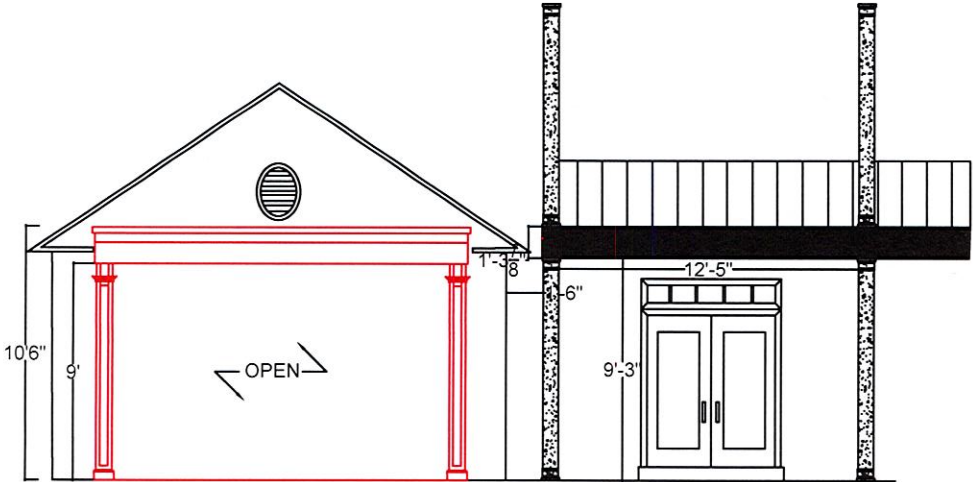
hed Certificate
at shown hereon complies with
Antarshel Protection Ordinance



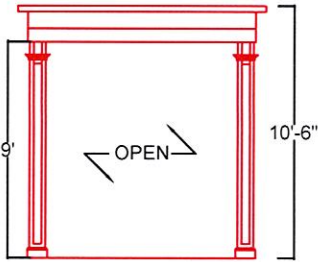
CERTIFICATE OF PURPOSE OF PLAT
THIS SURVEY IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINA
EXISTING PARCELS, A COURT-ORDERED SURVEY, OR OTHER EXCEPT
TO THE DEFINITION OF SUBDIVISION.
LLOYD M. STEWART PLS 3631
DATE 7-2-05

Lot "D"
Book 5218 Page 469
Plat Cabinet 12 Slide 231
Geoffrey & Teresa Weil
80 Midland Road
Pinehurst
253-380-5903

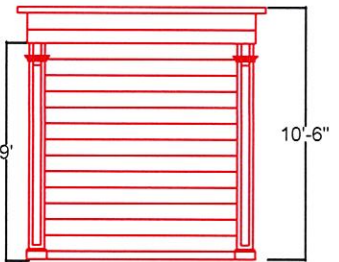




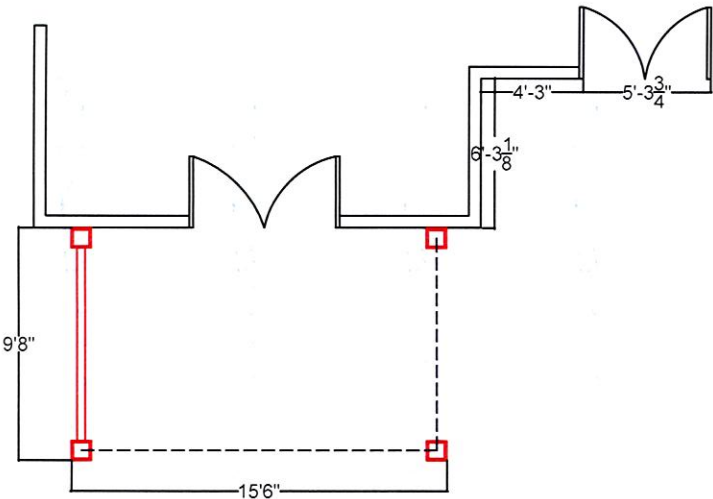
PLAN SOUTH ELEVATION



PLAN EAST ELEVATION



PLAN WEST ELEVATION



SUNROOM FLOOR PLAN

NOT FOR CONSTRUCTION. ALL MEASUREMENTS MUST BE VERIFIED ON JOB SITE.

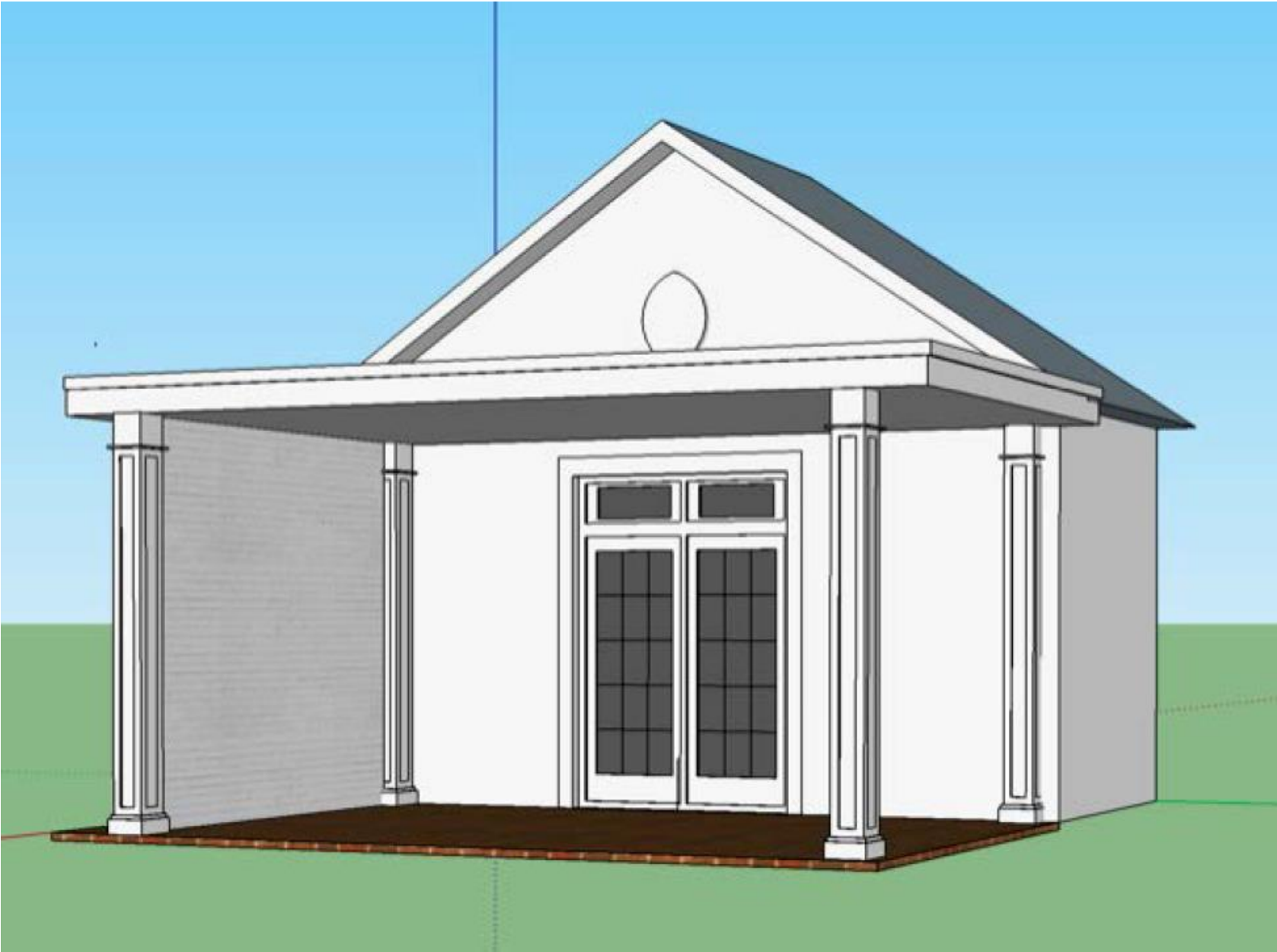










EXHIBIT J





EXHIBIT L



Peter Hughes

From: Tess Weil <tweil@pmw-legal.com>
Sent: Tuesday, March 3, 2020 9:31 AM
To: Peter Hughes
Cc: 'johnathon@jlandconstruction.com'
Subject: Hello again

We finally settled into our new house on 80 Midland (not too far from our failed attempt at 190). It is a relatively new home (circa 2005) and happily, we only needed to make some aesthetic changes –no major renovations. It already had a pool, so we were spared all the work to get that accomplished. The only project that we would like to take on is to screen in the small porch off of our bedroom. Johnathan from Jland Construction is taking the lead on this project on and he is fully aware that he has to go through the permitting process and likely the historical society as well (although I am not sure of all the ins and outs on screening an existing porch). He asked me to make introductions to make clear that he is acting on our behalf when he visits the planning office.

I hope this email finds you well and have settled in to your job!

Best regards,

Tess

Tess Weil

80 Midland Rd
Pinehurst, NC 28374
646 275 6551



PLANNING AND INSPECTIONS DEPARTMENT STAFF REPORT

To: Historic Preservation Commission
From: Peter Hughes, Senior Planner
CC: Darryn Burich, Planning and Inspections Director
Kelly Brown, Administrative Specialist
Date: March 13, 2020
Subject: Major COA Request for 80 Midland Road (COA-2020-00028)

Applicant:	Johnathon Landwehrmann
Owners:	Tess Weil
Professional:	Jland Construction (Johnathon Landwehrmann)
Property Location:	160 Palmetto Road
Zoning:	R-20 (Low Density Residential)
Current Land Use:	Single Family Residence
Proposed Land Use:	Single Family Residence
PID#	856200273170

Request and Background:

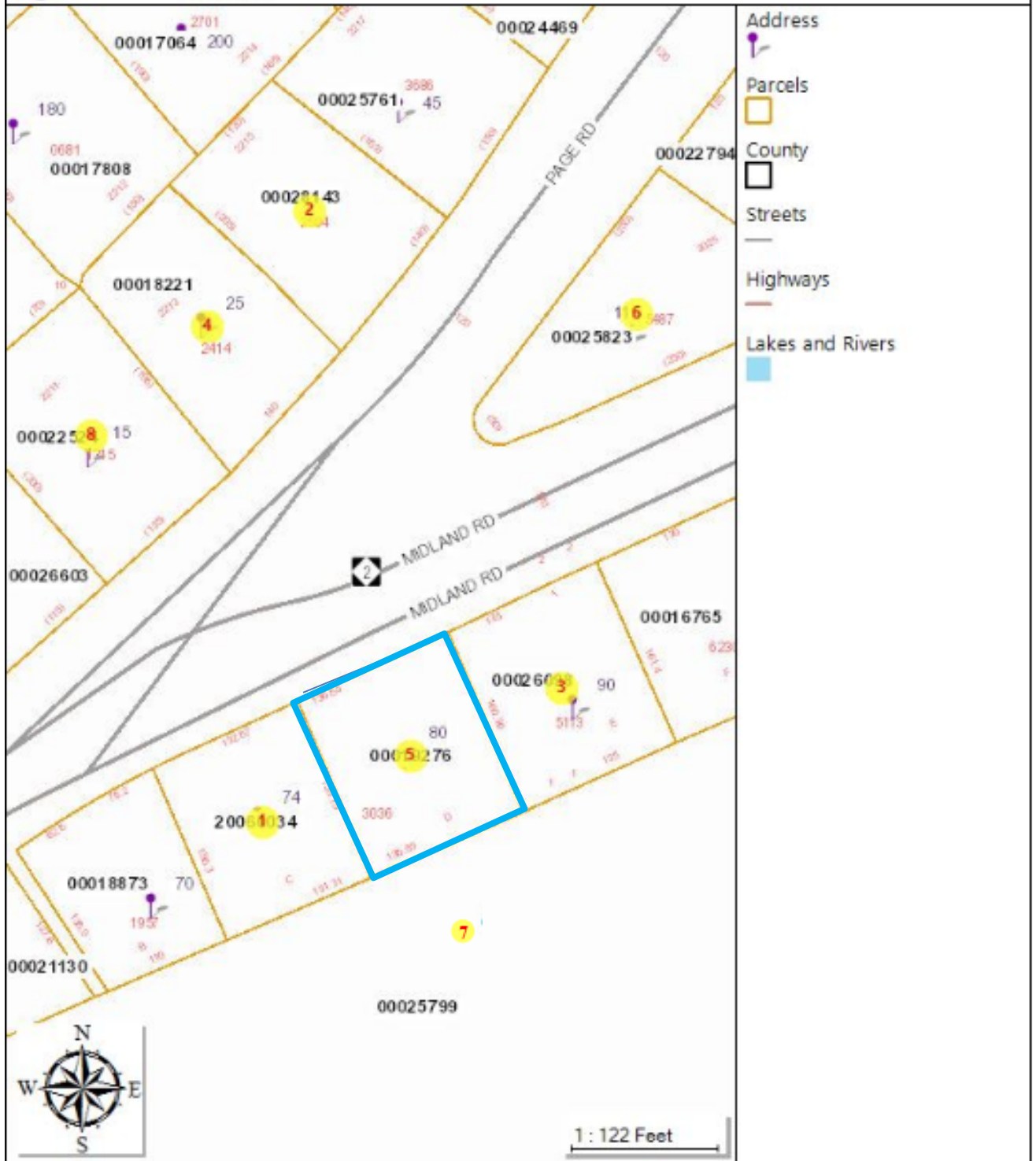
Johnathon Landwehrmann of Jland Construction is requesting a Certificate of Appropriateness, on behalf of the property owner Tess Weil, for an exterior modification to a structure located within the Pinehurst Historic District at 80 Midland Road. The proposed exterior modification is the addition of a roofed and partially enclosed porch on the rear of the structure. The property can be further identified in the Moore County Tax Registry by Moore County PIN Number #856200273170.

In 2015, 80 Midland Road received a COA for the addition of a new driveway entrance. The driveway was approved by both the HPC and North Carolina Department of Transportation. There has not been any other COAs issued by staff or granted by the HPC.

According to the National Historic Landmark Survey the structure at 80 Midland Road was constructed in 1960s and is not listed as a contributing building. 80 Midland Road is located adjacent to historic Pinehurst No. 2 and there is only one adjacent structure listed as contributing. The table and map on the following pages includes the brief histories of each property from the 1996 National Historic Landmark Survey.

National Historic Landmark Survey Table for COA 2020-00028				
#	Address	Year Built	Contributing	Structure History
1	74 Midland	2019	NA	Not Listed in the National Historic Landmark Survey
2	35 Page	NA	NA	Vacant Property
3	90 Midland	1930	Yes	This one-and-a-half-story Colonial Revival brick house has a gable roof, a long shed front dormer, and a French door front entrance with sidelights. (Lot 3104)
4	25 Page	2008	NA	Not listed in the National Historic Landmark Survey
5	80 Midland	1960s	No	This is an elongated one-story frame and stone ranch house with metal casement windows.
6	115 Midland	1958	NA	Not listed in the National Historic Landmark Survey
7	1 Carolina Vista	1895	Yes	80 Midland Road is located adjacent to hole number 7 on Pinehurst No.2. Pinehurst No. 2 was designed by Donald Ross and opened in 1907. The course has hosted more championship golf events than any other course in America and hosted the US Open in 1999, 2005, and 2014. In 2024 it will host the US Open for the 4 th time.
8	15 Page	1979	No	Not listed in the National Historic Landmark Survey

Map Related to the Addresses on the National Historic Landmark Survey Table



GIS DISCLAIMER All the information contained on this media is prepared for the inventory of real property found within Moore County. All data is compiled from recorded deeds, plats, and other public records and data. Users of this data are hereby notified that the aforementioned public primary information sources should be consulted for verification of the information. All information contained herein was created for the County's internal use. Moore County, its agents and employees make NO warranty as to the correctness or accuracy of the information set forth on this media whether express or implied, in fact or in law, including without limitation the implied warranties of merchantability and fitness for a particular use. Any resale of this data is strictly prohibited in accordance with North Carolina General Statute 132-10. Grid is based on North Carolina State Plane Coordinate System NAD83 (feet).

Evidentiary Hearing Process:

The purpose of an evidentiary hearing is to gather factual evidence, not hearsay or public opinion about the popularity of the proposed project.

The hearing will begin with a staff presentation of the case, which explains the ordinance requirements, the application, any information in the file about it, and any staff analysis that has been made. The staff presentation is followed by the applicant's presentation of their case, and then hearing from those opposed to or in favor of the application, then hearing any response the applicant chooses to make. When all of the evidence is in, the Board moves to deliberation and decision of the case. All of this is done in a public hearing.

Roles:

Staff acts as the initial witness providing a brief overview of the case and provides factual information as it relates to the application, and in this case the Historical District Guidelines. Staff, like any other witness, **must** be sworn in and are subject to cross-examination.

The Chair is responsible for calling witnesses, following the established procedures, ensuring that witnesses present relevant evidence only, and limits repetitious testimony.

Board Members listen and ask relevant questions, assess the credibility of all testimony, remain impartial, and vote on the case.

The applicant, or other witnesses, provide factual testimony for the Commission to consider before ruling on the outcome of the case. All witnesses need to be sworn in by the Chair.

Action by the Historic Preservation Commission:

In considering the application, the Historic Preservation Commission shall review the application materials, the general purpose and standards set forth in the relevant sections of the Historic Guidelines for the granting of COAs, all testimony and evidence received at the public hearing, and most importantly the congruency of the proposal with the Historic District.

After conducting the public hearing, the Commission may:

- (1) Have the authority to subpoena witnesses and may request additional information;
- (2) Continue the public hearing on the requested variance;
- (3) Conduct an additional public hearing on the application;
- (4) Grant the requested variance;
- (5) Deny the requested variance;
- (6) Grant the requested COA with conditions. In granting any COA, the Commission may attach appropriate conditions, provided that the conditions are reasonably related to the request.

Any approval or denial of the request shall be by resolution, accompanied by written findings of fact that the COA request meets or does not meet each of the standards set forth in Historic Guidelines.

This memo along with material submitted by the applicant shall also be included as submitted evidence and made part of the record.

Standards of Review

This request is before the Commission because according to the Village of Pinehurst's Historic District Guidelines new constructions or additions not considered to be Minor Work are considered Major Work and the addition of a covered entry is not considered Minor Work. All Major Work **must** be approved by the Commission.

The Commission shall not approve a Certificate of Appropriateness until the evidence presented meets the standards within the Historic District Guidelines and satisfies the burden of proof that the proposed request.

Applicable Guidelines Requirements:

PORCHES

1. Section III.G.1 - New porches, entrances, and balconies or alterations to porches, entrances, and balconies on street facing elevations **must** be compatible with the architectural character of the structure and **must** be congruous with similar elements in the Pinehurst Historic District.

The proposed addition of a covered porch would complement the existing architecture of 80 Midland Road if approved. Based on the submitted material, the proposed addition would match all existing detail. The proposed porch columns would match existing columns, the soffits would match existing soffits, the proposed brick wall extension would match the existing white brick wall of the home, and the existing brick foundation will remain, but will slightly expand using matching material outward towards the rear yard. By matching all the existing material, the addition will be compatible with the architecture of the home and congruous with the Historic District.

2. Sections III.G.3 - New porches and entrances on the street-facing elevations **must** be compatible in height and architectural character with the existing structure, and based on historical evidence that a porch is appropriate to the structure or the style of structure.

The proposed porch is located in the rear.

ADDITIONS

1. Section III.B.1 - Any changes or additions to an exterior wall, such as windows or door openings, bays, vents, balconies or chimneys, **must** be compatible with the architecture of the structure and **must** be congruous with the character of the Pinehurst Historic District.

The addition or expansion of the existing brick wall on the right side of the home will change the exterior wall, however the expansion will be to the rear (not visible from the front) and the brick wall will match the existing brick exterior walls of the home. This change is compatible with the

architecture of the structure and the proposed material and design is congruous with the Historic District.



Photo submitted by applicant



Photo taken by staff 3/12/2020

2. Section III.I.1 - Additions and new accessory buildings, such as carriage houses, garages, and other buildings, **must be** compatible with the character and scale of the primary structure and **must be** congruous with the character of the Pinehurst Historic District.

The proposed porch will be attached to the existing structure's roofing, making the porch an addition to the primary structure. The proposed porch, as previously mentioned, will match the existing architectural detail of the home. Matching the architecture and proposing to match existing material also makes the proposed structure compliant with the Guidelines and congruous with the Historic District Guidelines.

The applicant is proposing the use of retractable screening in order to create a more multi-functional space. The Guidelines permit the use of screen for the screening-in of porches, however does not specifically list retractable screening as an appropriate or inappropriate material. Potentially the retractable aspect of the screening could be considered more congruous than traditional screening because of the ability to retract the screens and not obscure architectural elements.

3. Section III.I.9 - Additions and accessory buildings such as carriage houses, garages and other buildings **must be** located as inconspicuously as possible, in rear or side yards.

The porch addition is proposed to be in the rear yard.

4. Section III.I.10 - An addition **must not** obscure, damage, or destroy the character-defining features of an historic primary structure.

The proposed porch addition will result in the removal of an existing pergola. The proposed addition will take the place of the pergola, but will improve the congruous look of the structure a more architecturally compatible permanent addition..



Photo from Zillow Listing for 80 Midland Road

WOOD

1. Section III.K.1 - New wooden features or details or replacement of a missing feature or detail or element **must be** compatible with the architectural character of the structure and must be congruous with the Pinehurst Historic District.

The applicant has indicated that all new material will match existing material, aside from the retractable screens.

MASONRY

1. Section III.L.1 - The addition of a masonry feature or the alteration of a distinctive masonry element or material **must be** compatible with the architectural character of the structure and **must be** congruous with the Pinehurst Historic District.

The applicant has indicated that all new material will match existing material. Specifically the applicant has indicated to match the material of both the brick wall and brick foundation to the existing brick features on site.

PAINT

1. Section III.N.1 - Paint and stain colors for exterior walls, architectural elements or details, decks, and porches **must be** compatible with the architectural character of the structure, **must be** congruous with the Pinehurst Historic District, and should be in the Village of Pinehurst Color Palette. Darker colors are recommended for trim and accents only.

The applicant has indicated to match the existing color palette of the structure.

Applicable Recommendations from the Historic District Guidelines:

ADDITIONS

1. Section III.I.5 - New features, such as windows or door openings, bays, vents, dormers, roof forms, balconies, chimneys, or other details should not be introduced on existing carriage houses, garages, or buildings if they are incompatible with the primary structure.

The features on the proposed porch addition will match the existing material on site and be compatible with the primary structure.

2. The foundation height of an addition or accessory building should align with that of the primary structure.

The foundation will not match the foundation of the home, but will match the existing foundation of the current patio. By matching the current material this guideline recommendation is met.



FINAL ORDER
VILLAGE OF PINEHURST
HISTORIC PRESERVATION COMMISSION
Introduction

This matter was heard by the Village of Pinehurst Historic Preservation Commission on March 26, 2020. Having heard the evidence and reviewed any relevant documents submitted by the parties, the Commission now makes the following findings and conclusions.

Order

The Historic Preservation Commissioner may at times determine that a proposed change or design which does not meet the Guidelines is, in fact, more congruous with the special character of the Pinehurst Historic District than if the property owner had followed the Guidelines. Conversely, an application meeting the Guidelines could be determined to be incongruous with the character of the District. Strict adherence to the Guidelines in those cases is not required if the Historic Preservation Commission clearly states on the record the reasons why the proposed design or improvements are congruous or incongruous before issuing or denying a Certificate of Appropriateness.

Upon due consideration of the application package submitted and the testimony given, the Historic Preservation Commission concludes the following:

- ☐ That the applicant has satisfied the burden of persuasion and the project as proposed subject to any conditions imposed by the Commission is congruous with the Pinehurst Historic District and consistent with Historic District Guidelines. Or
- ☐ That the project as proposed is not in conformity with the guidelines, nevertheless the applicant has satisfied the burden of persuasion and the project subject to any conditions imposed by the Commission is deemed congruous with the Pinehurst Historic District. Or
- ☐ That the applicant has not satisfied the burden of persuasion and the project as proposed is not congruous with the Pinehurst Historic District.

Hereby ordered the _____ of _____, 2020.

Clerk to the Historic Preservation Commission

Chair of the Historic Preservation Commission

Attachments: Attach application, map, description of significance (if available)

Attachment A
Final Order
80 Midland Road

The Historic Preservation Commission of the Village of Pinehurst has determined that the following additional findings are relevant to a decision for 80 Midland Road:

The following conditions apply to approval of the Certificate of Appropriateness for 80 Midland Road:

The Historic Preservation Commission of the Village of Pinehurst has determined that a Certificate of Appropriateness should be granted for 80 Midland Road based on the following:



**MINOR WORKS APPROVED BY STAFF FROM 2/26/20 TO 3/16/20.
ADDITIONAL AGENDA DETAILS:**

FROM:

Peter Hughes

CC:

Darryn Burich

DATE OF MEMO:

3/20/2020

MEMO DETAILS:

Staff approved two minor works from 2/16/2020 to 3/16/2020. Please refer to the attached document for more information and if you have any additional questions please contact the Planning and Inspection Department.

ATTACHMENTS:

Description

- ☐ Minor Works Approved by Staff



PLANNING AND INSPECTIONS DEPARTMENT

TO: Pinehurst Historic Preservation Commission
FROM: Peter Hughes, Senior Planner
DATE: 3/20/2020
SUBJECT: Staff Approvals of Minor Work

STAFF APPROVALS REPORT for LOCAL HISTORIC DISTRICT
March 26, 2020 MEETING
2/16/2020 TO 3/16/2020

MINOR WORK – COA ISSUED

Nature of Work	COA Number	Application Date	Approval Date	Address	Property Owner
New Sign	2020-00029	3/4/2020	3/5/2020	120 Market Square	Wood Family
New Fence	2020-00035	3/13/2020	3/16/2020	285 Midland	Phillip Surowsky