PLANNING AND INSPECTIONS DEPARTMENT

TO: Pinehurst Historic Preservation Commission
FROM: Stephanie Goodrich, Senior Planner
DATE: 2/11/2019
SUBJECT: Staff Approvals of Normal Maintenance and Minor Work

STAFF APPROVALS REPORT for LOCAL HISTORIC DISTRICT
February 28, 2019 MEETING
1/11/2019 to 2/11/2019

NORMAL MAINTENANCE

None

MINOR WORK – COA ISSUED

COA: 19-011
Application Date: 1/10/19
Approval Date: 1/14/19
Prop Owner: Paul & Loralei Milan Address: 85 Community Rd LRK# 23041
Applicant: Same
Request: Restore and modify rear garage, including adding a ductless mini-split
Standards and Guidelines: 1.6.3.2, 17

COA: 19-012
Application Date: 1/15/19
Approval Date: 1/16/19
Prop Owner: Bart Boudreaux Address: 10 Dundee Road LRK# 17854
Applicant: Same
Request: Picket Fence
Standards and Guidelines: 1.6.3.7

COA: 19-013
Application Date: 1/22/19
Approval Date: 1/22/19
Prop Owner: G Royden Goodson Address: 35 Village Green Rd E LRK# 10001623
Applicant: Same
Request: Picket Fence
Standards and Guidelines: 1.6.3.7

COA: 19-014
Application Date: 1/24/19
Approval Date: 1/25/19
Prop Owner: Pinehurst LLC Address: 80 Carolina Vista LRK# 25808
Applicant: Parsons Construction
Request: Water Pump Outbuilding
Standards and Guidelines: 1.6.3.17

COA: 19-015
Application Date: 1/30/19
Approval Date: 1/30/19
Prop Owner: Robert & Peter Barrett Address: 35 Dogwood Rd LRK# 14554
Applicant: Chris Miller Painting
Request: Repaint different color (approved selections)
Standards and Guidelines: 1.6.2.1

COA: 19-016
Application Date: 1/30/19
Approval Date: 1/31/19
Prop Owner: Sandhills Woman's Exchange Address: 15 Azalea Road LRK# 26417
Applicant: Pinehurst Homes, LLC
Request: Ductless mini-splits (to be screened at a later date)
Standards and Guidelines: 1.6.3.2

COA: 19-017
Application Date: 1/29/19
Approval Date: 1/31/19
Prop Owner: Community Presbyterian Address: 125 Everette Rd LRK# 24664/29859
Applicant: Bogle Architecture
Request: Tree removal
Standards and Guidelines: 1.6.3.10

COA: 19-018
Application Date: 1/29/19
Approval Date: 1/31/19
Prop Owner: Community Presbyterian Address: 110 Everette Rd LRK# 17301/24264
Applicant: Bogle Architecture
Request: Tree removal
Standards and Guidelines: 1.6.3.10

COA: 19-019
Application Date: 1/31/19
Approval Date: 2/4/19
Prop Owner: David & Molly Gwinn Address: 185 Cherokee Road LRK# 14739
Applicant: Kashmer Tree Service
Request: Tree removal
Standards and Guidelines: 1.6.3.10

COA: 19-020
Application Date: 2/4/19
Approval Date: 2/5/19
Prop Owner: Pinehurst LLC (Brewery) Address: 300 Magnolia Rd LRK# 25797
Applicant: LKC Engineering
Request: Rear additions
Standards and Guidelines: 1.6.3.17

In response to comments made at the December meeting of the Pinehurst Historic Preservation Commission, we are submitting a revised design for the house at 74 Midland Road. At that meeting, the commission identified three areas of concern: the height of the cupola and tower, the shape and placement of windows, and the proposed color scheme. We have reduced the overall scale of the house and have made changes to address each of the issues raised by the commission.

Cupola and tower

The cupola at the top of the tower has been eliminated and the widow's walk will now be accessed through a roof hatch about 14" tall. The size of the tower has been reduced in both plan and elevation. The width of the tower on the sides has been reduced by 4 1/2' – from 17' to 12' – 6", and reduced on the front and back by 1' – from 10' to 9'. The overall height of the tower has been reduced to 31' – 6", so that even the required 36" railing is now below the 35' allowable building height. Overall, the top of the tower structure has been reduced 8' – from 39'-6" to 31'-6".

Window shape and placement

The previous design included several round windows which likely contributed to the commission's comments about the house having a "lighthouse" or "nautical" quality. Most of these windows have been eliminated, with the only remaining round window located in the right side gable. The round windows on the tower have been replaced with square windows and the windows in general have a more regular placement.

Color Scheme

We have eliminated the burgundy color, and will instead propose a white on white color scheme as shown on the rendered elevations. We were hoping to find a more pure white in the approved trim colors, but were unable. The intention is to have an off white exterior with more of a pure white trim.

We are grateful to have the extraordinary opportunity to build on this exceptional site, and we are sincerely committed to working with the commission to find a design that is acceptable to all. The elevation drawings with the silhouette of the previous scheme, we think, demonstrate our willingness to listen to and address the concerns of the commission. Thank you for your time.

LOCAL HISTORIC DISTRICT APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS
STAFF REPORT

COA: 18-108	**74 Midland Road**	**Parcel ID # 20060034**
New Single Family House		**PIN # 856200272054**

APPLICANT: **Moon Brothers Architects**
PROPERTY OWNER(S): **Michael Lazzo**

RECEIVED: **2/8/19**
MEETING DATE: **2/28/19**

ZONING DISTRICT: **R-20**
LHD STATUS: **Vacant**

ADDITIONAL APPROVALS/PERMITS NEEDED:

- ✓ **ZONING APPROVAL**
- ✓ **BUILDING OFFICIAL**

NATURE OF PROJECT:

- **New single family dwelling and detached garage- Drawings and elevations revised**

FACTS

APPLICABLE SECTIONS OF STANDARDS AND GUIDELINES

STAFF ANALYSIS: 74 Midland Road is vacant land. This request is to build a new main dwelling and a detached garage on the site. It is within the National Historic Landmark boundary as well as the local Historic District.

A. SECTION 1.6.4.7 MAJOR WORK – *New construction or additions not considered to be minor.*

1. This request is considered to be major work because it involves minor work items that **were/were not** approved by the Village Planner.

NEW CONSTRUCTION:

B. SECTION 3.2.2.1 NEW CONSTRUCTION STANDARDS – *New construction in the Village of Pinehurst Historic District provides opportunities for the continued evolution of excellent architecture adapted to new conditions. New construction should blend comfortably with the Local Historic District and any existing structures on site.*

1. The proposed new construction **will/will not** blend with the Local Historic District.

C. SECTION 3.2.2.2 NEW CONSTRUCTION STANDARDS – *Any new building constructed in the Local Historic District shall be compatible in terms of materials, scale, color, style and texture.*

1. The proposed new construction **will/will not** be of similar scale as existing structures in the neighborhood.
2. The proposed new construction **will/will not** be of similar style as other dwellings in the district.
3. The proposed new construction **will/will not** be of similar materials as other dwellings in the district.
4. The proposed new construction **will/will not** be of similar colors as other dwellings in the neighborhood and **are/are not** in the Village of Pinehurst Color Palette.
5. The proposed new construction **will/will not** be of similar texture as historic structures around the subject property.

D. SECTION 3.2.2.3 NEW CONSTRUCTION STANDARDS – *Consideration is often given to using or simplifying the details from neighboring buildings. This technique is used to "blend" the new structure with its neighbors. It is strongly recommended that detailing on new structures be consistent with its overall scheme and design.*

1. The proposed new construction **<u>will/will not</u>** blend with its neighboring buildings.

E. SECTION 3.2.3.1 PROJECT PLANNING AND SITE DESIGN – *New infill housing is very appropriate and very desirable in the Village of Pinehurst area. The designs shall follow the basic Design Standards and shall also repeat the same relationships of house to street and house to lot as their historic neighbors. Table 3.2.3.1 is a table of Architectural Styles to be used as a reference for Architecture found in the Local Historic District and will be used by the Commission and staff to determine if a proposal is consistent with the neighborhood.*

1. The proposed new architecture **<u>is/is not</u>** consistent with historic neighbors in the neighborhood.

F. SECTION 2.9.2.1 PAINT AND COLOR STANDARDS – *Paint colors shall be appropriate to the historic building and district and in the Village of Pinehurst Color Palette;*

1. The proposed colors for the new house **<u>will/will not</u>** be appropriate for the building and district and **<u>are/are not</u>** in the Village of Pinehurst Color Palette.

<u>LOCATION</u>

Application for Local Historic District

This form is required to be submitted for most work proposed within the Local Historic District. Please note that other applications may be required for your project in addition to this form. All major work projects require at least 10 sets of plans and applications for historic review. These sets may be reduced-size, as long as they are legible. The Historic Preservation Commission generally meets the 4th Thursday of each month; please refer to the schedule for any holiday changes. Submittals for the Historic Commission are required at least 3 weeks prior to any given meeting. Please note that most single family projects require review by Planning Staff first; non-residential projects require other technical staff review and possibly reviews by other boards. Please refer to the *Local Historic District Standards and Guidelines* and the Pinehurst Development Ordinance for requirements and standards.

Property Data

Property Owner(s): Mike Lazzo

Business Name (if applicable): _____

Tenant Name (if applicable): _____

Physical Address: 74 Midland Road

Mailing Address (if different): Biltmore House Unit #801 - 30 Fifth Street - Atlanta, GA 30308

Phone #: 404-849-3099 Mobile #: _____

Zoning District: R-20 LRK #: _____ PIN #: 856200272054

Applicant/Contractor Data

Name: Mark Fosner

Contractor License #: _____

Phone #: 404-372-5939

E-mail Address)optional): foz@moonbros.com

Mailing Address: 1662 McLendon Avenue Atlanta, GA 30307

Estimate Cost of Construction: $ 675,000

*Would you like your sets of plans returned to you from the Historic Commission? Yes: ☐ No: ☑

Description of Project:

A new single family home on a currently vacant lot.

The house is shaped and sited so as to preserve the two large specimen trees and all but one of the pine trees on the site.

The house is designed in the Queen Anne / Victorian style, with the following design elements included from the Village of Pinehurst Historic District Standards and Guidelines:

- Rambling, asymmetrical silhouette
- Corner tower
- Steep gable roof with dormers
- Verandas and balconies
- Contrasting materials and colors
- Second story overhangs
- Molded brick as decorative accents
- Stained glass window accents.

The corner tower is 33'-6" tall. The cupola on top is another 6' tall but, according to Village of Pinehurst Development Ordinance section 9.1 (f) (10), is not included in calculating the building height.

The exterior will be a mix of red brick, red siding and shingles, and white moldings and trim - specific shades to be selected from the approved colors.

Stained glass windows will be located in the gable on the rear elevation and in the shed dormer on the front elevation.

EXTERIOR MATERIAL COLOR FORM

EXTERIOR	MATERIAL	COLOR
Front Elevation	brick, siding, shingles	classic burgundy
Rear Elevation	brick, siding, shingles	classic burgundy
Right Elevation	brick, siding, shingles	classic burgundy
Left Elevation	brick, siding, shingles	classic burgundy
Trim	wood	moonlight white
Windows	wood	moonlight white
Chimney	shingles	classic burgundy
Foundation	brick	colonial red
Front Door	wood / glass	moonlight white
Shutters	n/a	
Garage Door	wood	classic burgundy
Roof	shingles	georgetown grey
Roof Exhaust Vents		
Front Porch	brick / wood columns	moonlight white
Deck	n/a	
Patio	n/a	
Sidewalk	brick	
Sky Lights	n/a	
Driveway	pea gravel	
House Number		

Signature: _____ Date: _____

Application for Local Historic District

Office Use Only

Project Type: ☐ Normal Maintenance ☐ Minor Work ☐ Major Work

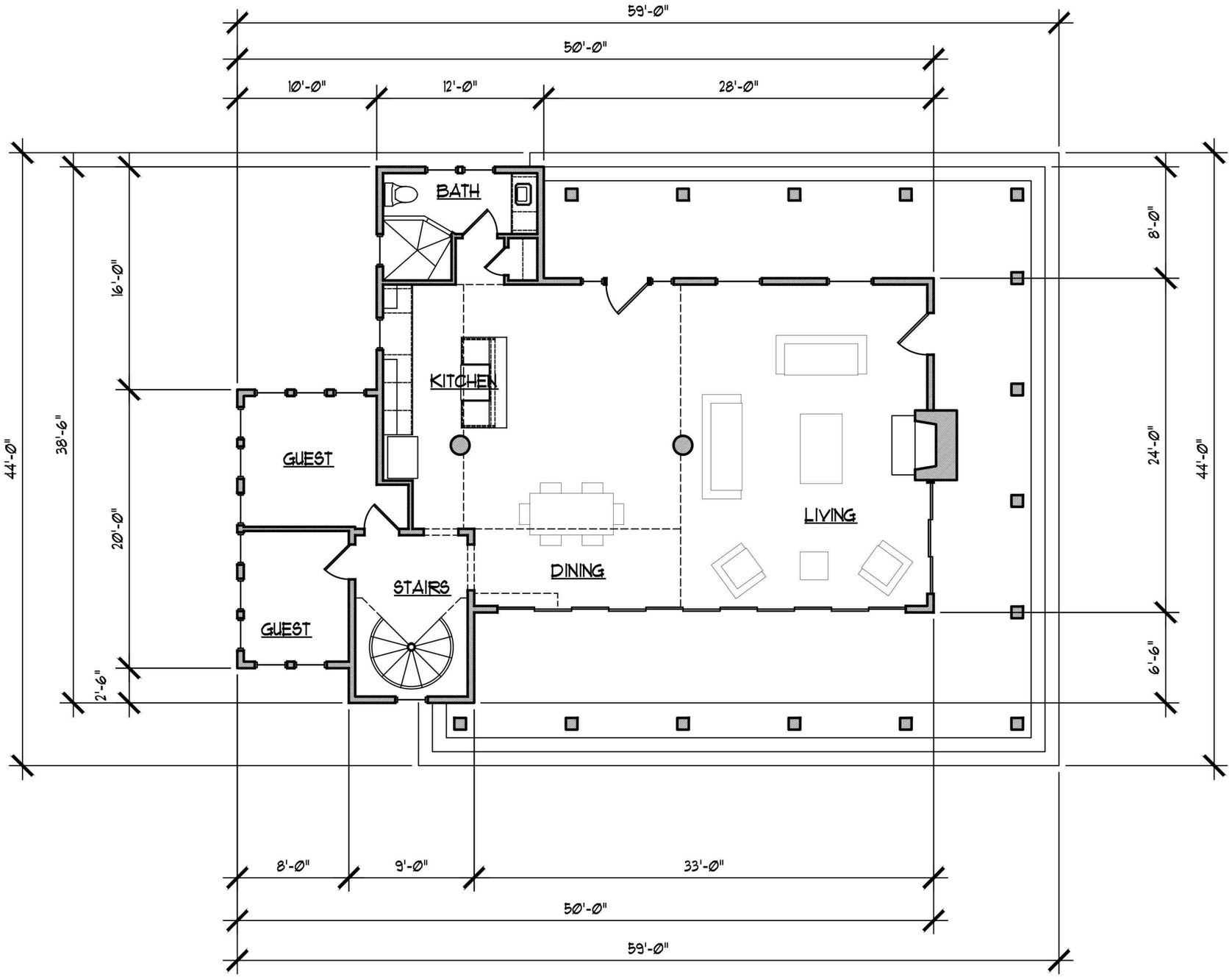
Current Status: ☐ Contributing ☐ Non-contributing ☐ Vacant

COA#_____Date: _____Staff: _____HPC Mtg(s): _____

Other required approvals: _____

Conditions: _____

_____



UPPER LEVEL FLOOR PLAN

LAZZO RESIDENCE - PINEHURST N.C.

SCALE: 1/8" = 1' - 0"

MOON BROS. INC.
ARCHITECTS / CRAFTSMEN

7 FEBRUARY 2019

MATERIAL KEY:

MATERIAL:
A MOLDED BRICK - SIERRA BY GLEN GERY
B CEMENT BOARD LAP SIDING - OC-85 MAYONNAISE
C CEMENT BOARD SHINGLES - OC-85 MAYONNAISE
D CEMENT BOARD TRIM - WHITE
E ARCHITECTURAL ROOF SHINGLES - GEORGETOWN GREY BY CERTAINTEED
F METAL RAILING - HC-190 BLACK
G PRE-FINISHED METAL GUTTERS AND DOWNSPOUTS - WHITE
H WINDOW SASHES AND DOORS - HC-190 BLACK

ALL COLORS FROM PINEHURST HISTORIC DISTRCIT PRE-APPROVED PALETTE

FRONT (STREET) ELEVATION

LAZZO RESIDENCE - PINEHURST N.C.

SCALE: 3/16" = 1' - 0"

MOON BROS. INC.
ARCHITECTS / CRAFTSMEN

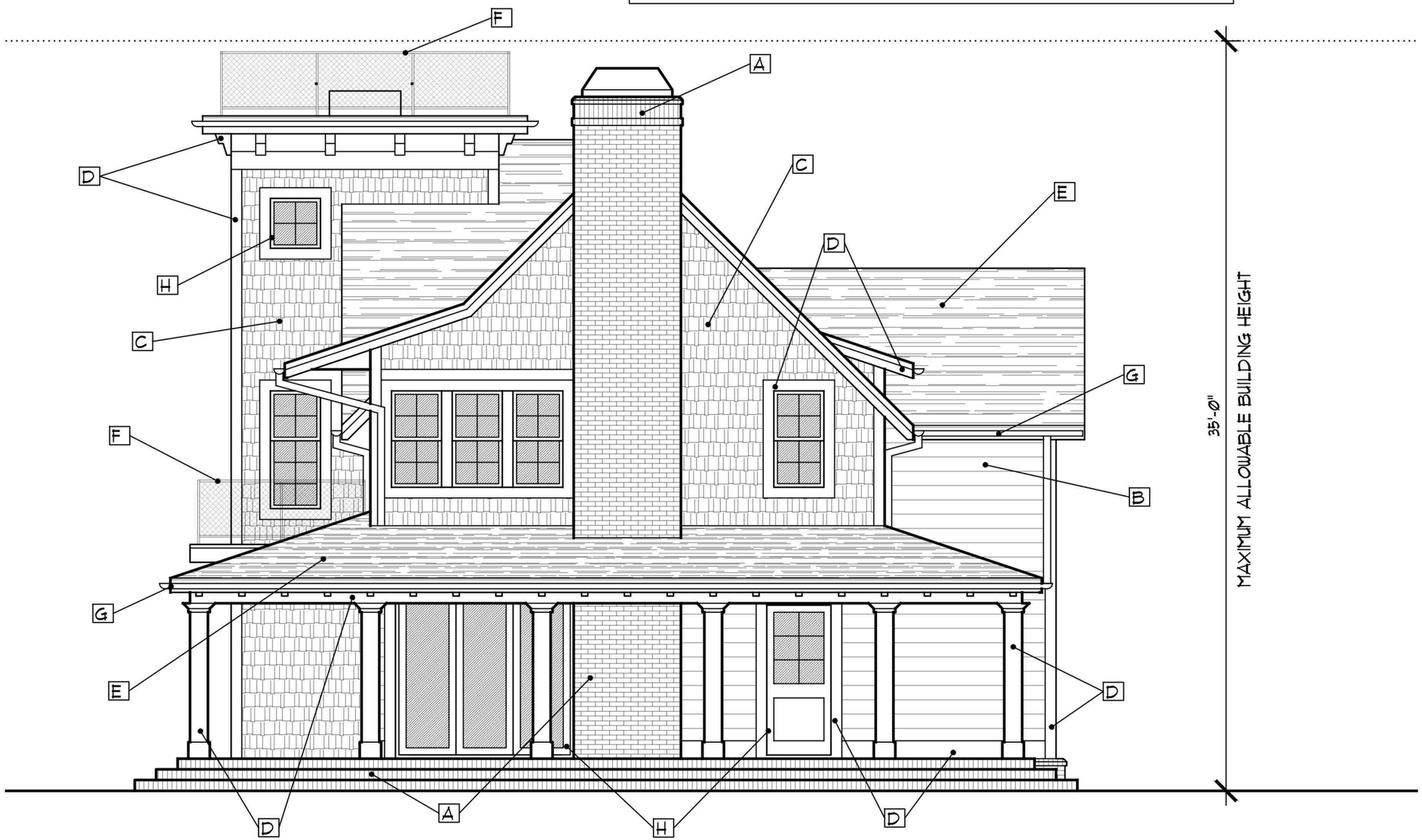
7 FEBRUARY 2019

MATERIAL KEY:

MATERIAL:

A	MOLDED BRICK - SIERRA BY GLEN GERY
B	CEMENT BOARD LAP SIDING - OC-85 MAYONNAISE
C	CEMENT BOARD SHINGLES - OC-85 MAYONNAISE
D	CEMENT BOARD TRIM - WHITE
E	ARCHITECTURAL ROOF SHINGLES - GEORGETOWN GREY BY CERTAINTEED
F	METAL RAILING - HC-190 BLACK
G	PRE-FINISHED METAL GUTTERS AND DOWNSPOUTS - WHITE
H	WINDOW SASHES AND DOORS - HC-190 BLACK

ALL COLORS FROM PINEHURST HISTORIC DISTRCIT PRE-APPROVED PALETTE



LEFT SIDE ELEVATION

LAZZO RESIDENCE - PINEHURST N.C.

SCALE: 3/16" = 1' - 0"

MOON BROS. INC.
ARCHITECTS / CRAFTSMEN

7 FEBRUARY 2019

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H	WINDOW SASHES AND DOORS - HC-190 BLACK

ALL COLORS FROM PINEHURST HISTORIC DISTRCIT PRE-APPROVED PALETTE

REAR (GOLF COURSE) ELEVATION

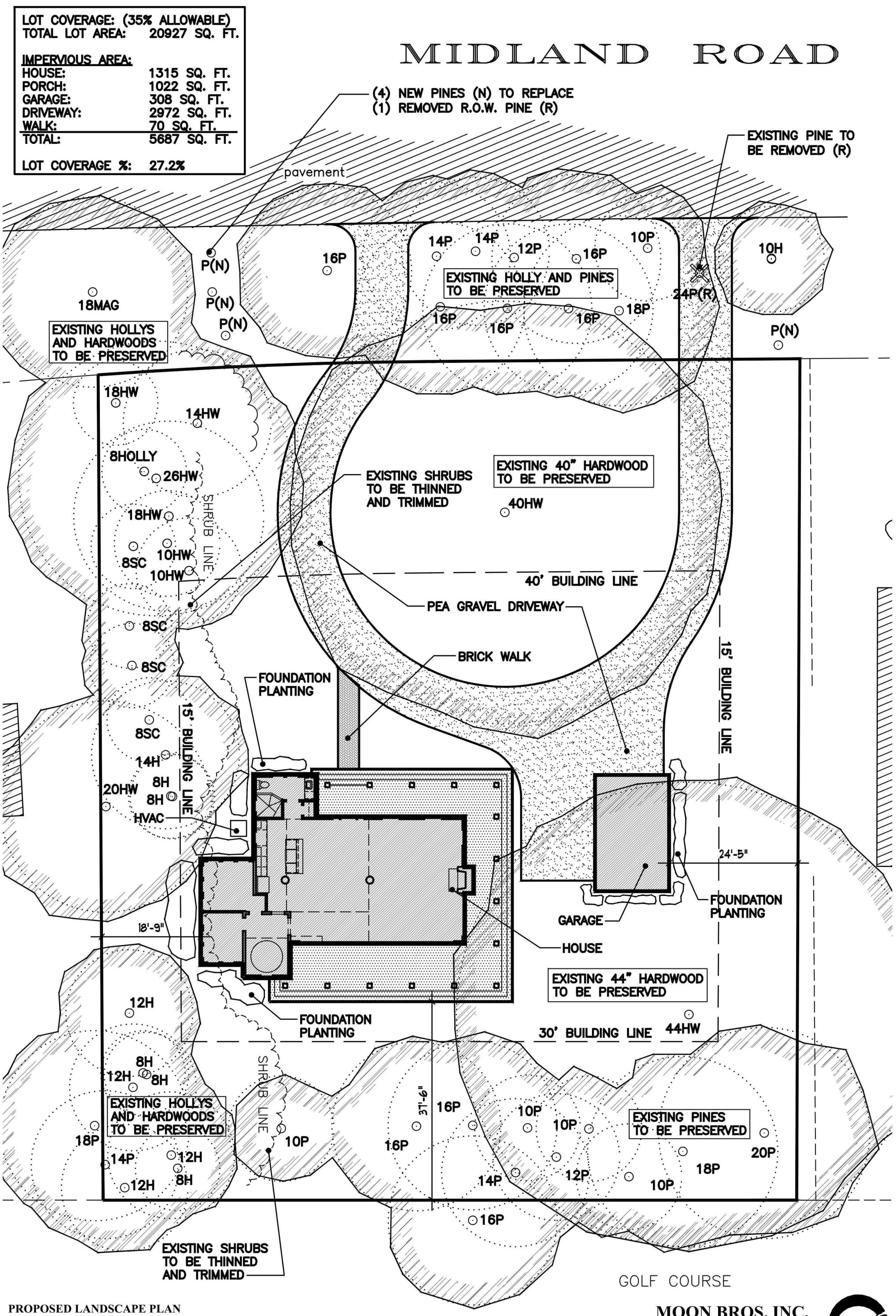
LAZZO RESIDENCE - PINEHURST N.C.

SCALE: 3/16" = 1' - 0"

MOON BROS. INC.
ARCHITECTS / CRAFTSMEN

7 FEBRUARY 2019

LOT COVERAGE: (35% ALLOWABLE)	
TOTAL LOT AREA:	20927 SQ. FT.
IMPERVIOUS AREA:	
HOUSE:	1315 SQ. FT.
PORCH:	1022 SQ. FT.
GARAGE:	308 SQ. FT.
DRIVEWAY:	2972 SQ. FT.
WALK:	70 SQ. FT.
TOTAL:	5687 SQ. FT.
LOT COVERAGE %:	27.2%



PROPOSED LANDSCAPE PLAN

LAZZO RESIDENCE - PINEHURST N.C.

SCALE: 1/16" = 1' - 0"

MOON BROS. INC.
ARCHITECTS / CRAFTSMEN

7 FEBRUARY 2019

MATERIAL KEY:

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F METAL RAILING - HC-190 BLACK
G PRE-FINISHED METAL GUTTERS AND DOWNSPOUTS - WHITE
H WINDOW SASHES AND DOORS - HC-190 BLACK

ALL COLORS FROM PINEHURST HISTORIC DISTRCIT PRE-APPROVED PALETTE

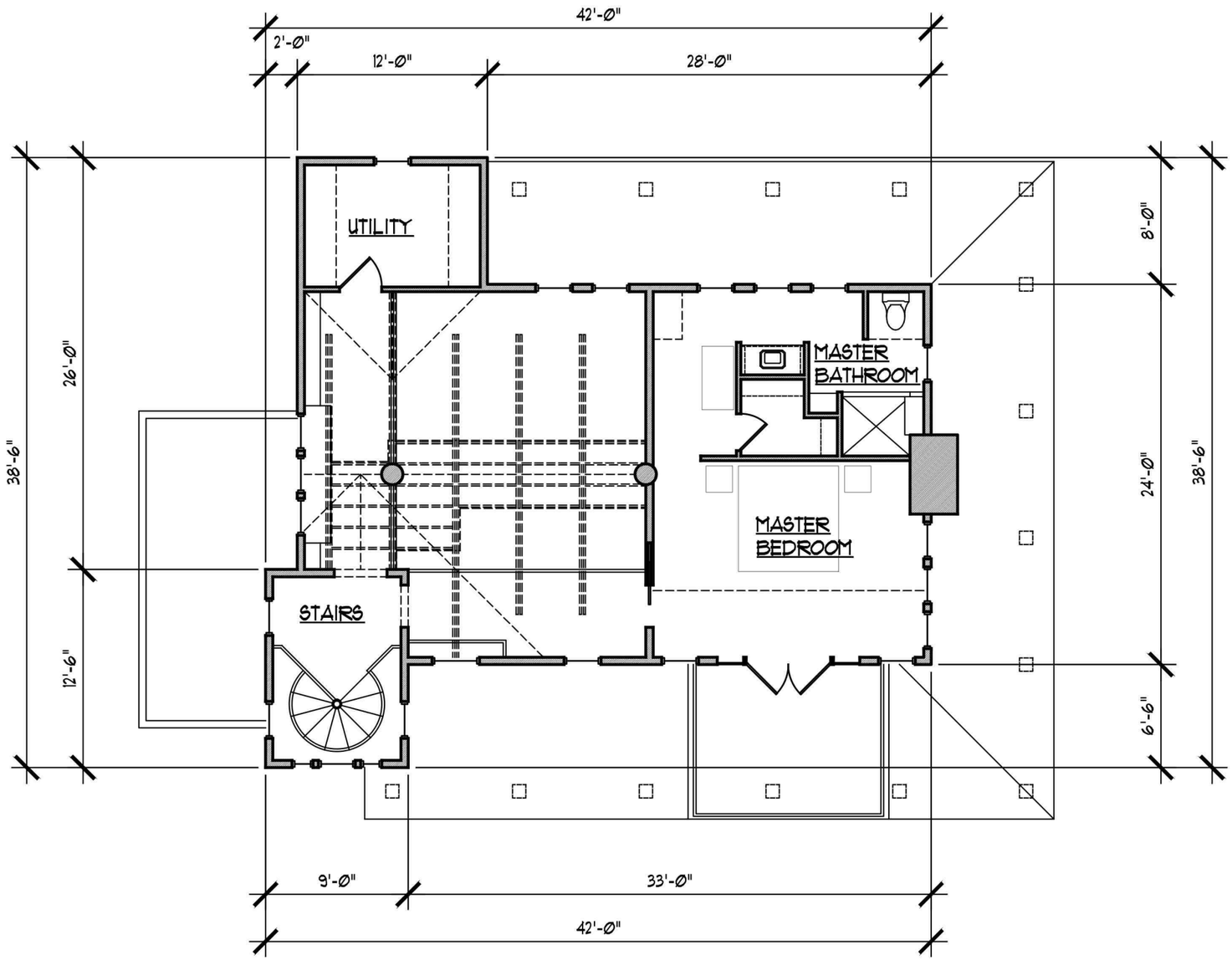
RIGHT SIDE ELEVATION

LAZZO RESIDENCE - PINEHURST N.C.

SCALE: 3/16" = 1' - 0"

MOON BROS. INC.
ARCHITECTS / CRAFTSMEN

7 FEBRUARY 2019



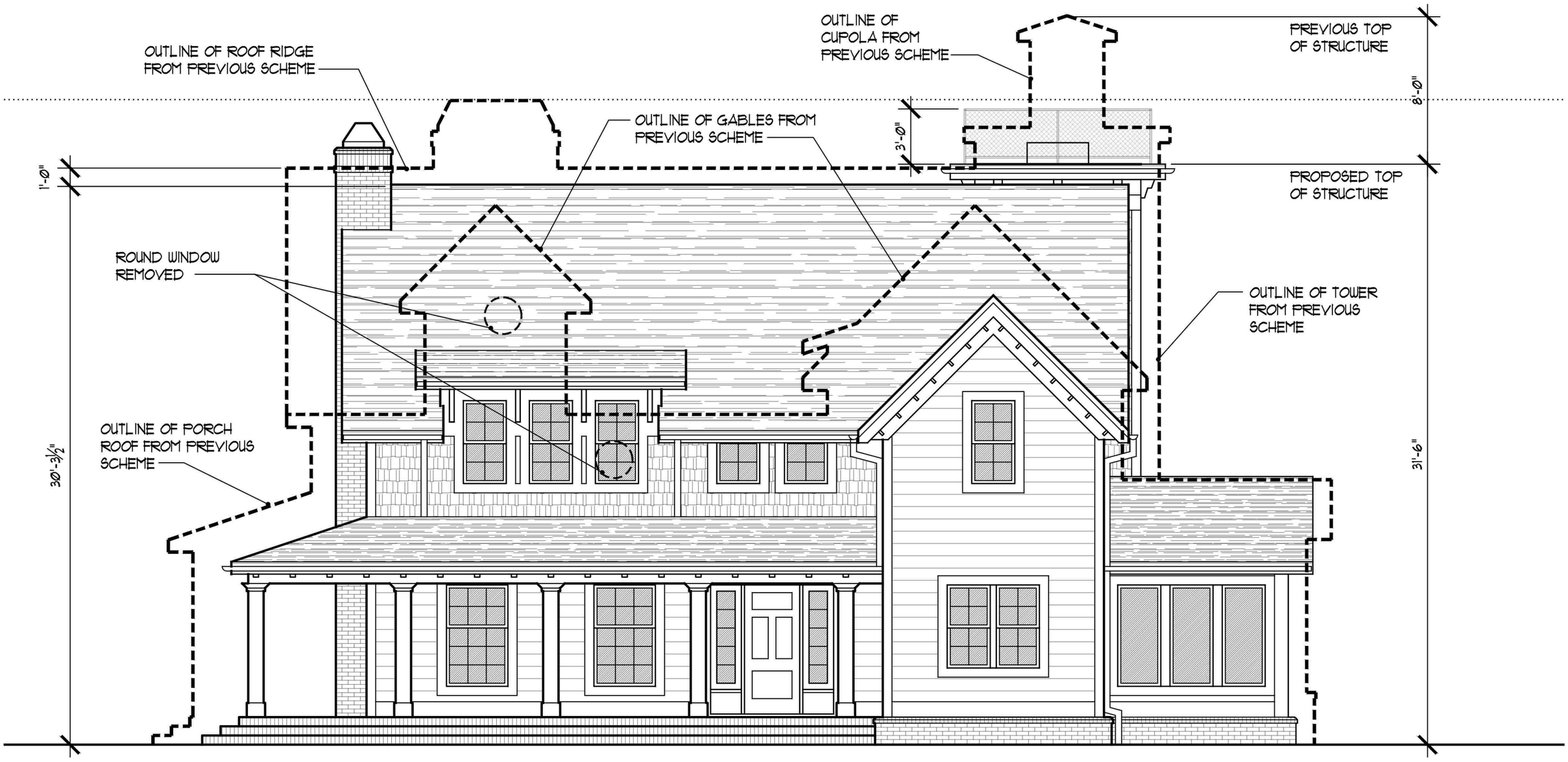
UPPER LEVEL FLOOR PLAN

LAZZO RESIDENCE - PINEHURST N.C.

SCALE: 1/8" = 1' - 0"

MOON BROS. INC.
ARCHITECTS / CRAFTSMEN

7 FEBRUARY 2019



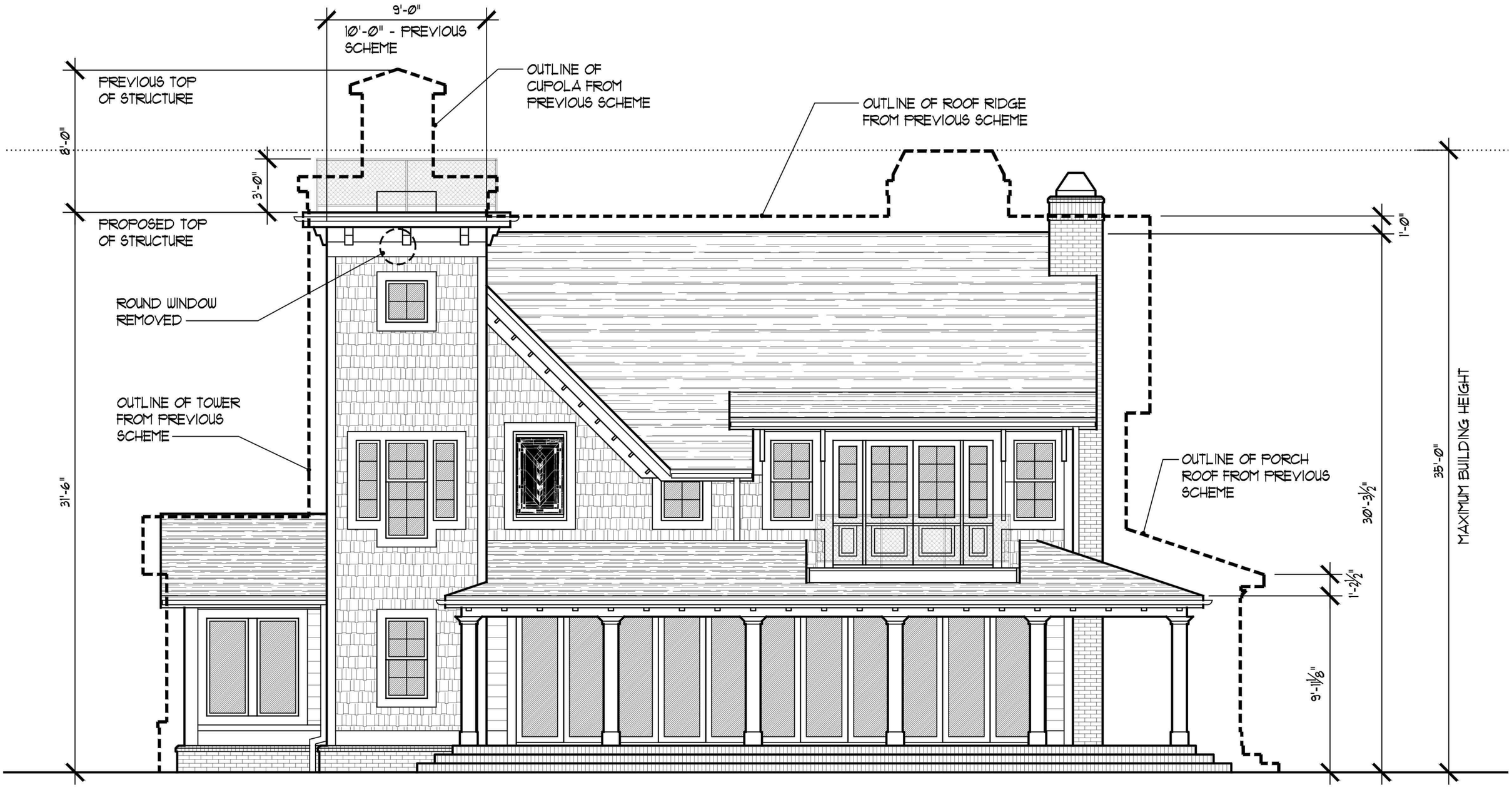
FRONT (STREET) DIMENSION ELEVATION WITH PREVIOUS SCHEME SILHOUETTE

LAZZO RESIDENCE - PINEHURST N.C.

SCALE: 3/16" = 1' - 0"

MOON BROS. INC.
ARCHITECTS / CRAFTSMEN

7 FEBRUARY 2019



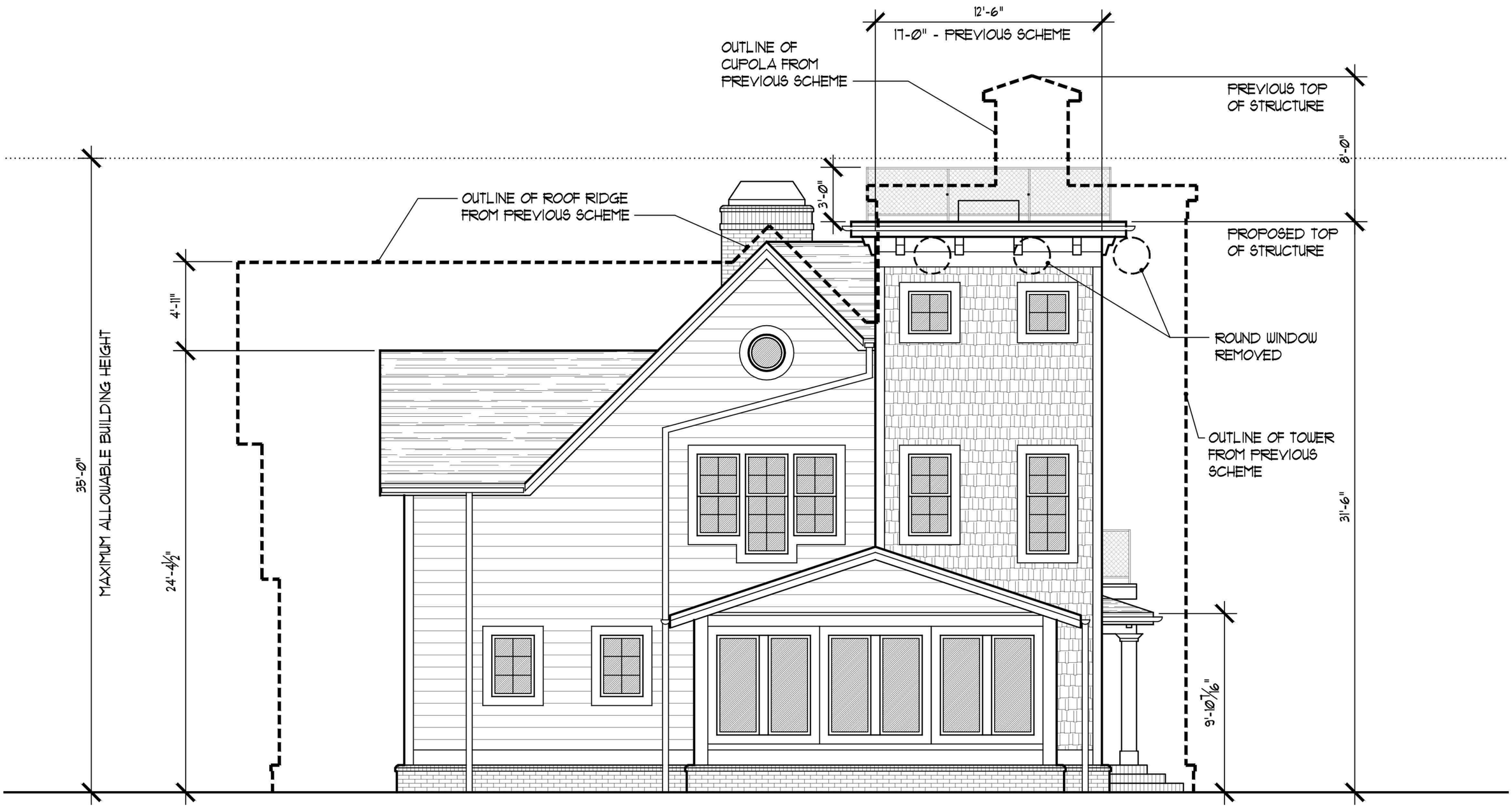
REAR (GOLF COURSE) DIMENSION ELEVATION WITH PREVIOUS SCHEME SILHOUETTE

LAZZO RESIDENCE - PINEHURST N.C.

SCALE: 3/16" = 1' - 0"

MOON BROS. INC.
ARCHITECTS / CRAFTSMEN

8 FEBRUARY 2019



RIGHT SIDE DIMENSION ELEVATION WITH PREVIOUS SCHEME SILHOUETTE

LAZZO RESIDENCE - PINEHURST N.C.

SCALE: 3/16" = 1' - 0"

MOON BROS. INC.
ARCHITECTS / CRAFTSMEN

8 FEBRUARY 2019

LOCAL HISTORIC DISTRICT APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS
STAFF REPORT

COA: 19-021	**195 Everette Road**	**Parcel ID # 15867**
New Single Family House, selective demo/relocation		**PIN # 856205179810**

APPLICANT: **Tim and Kelly Biltz**
PROPERTY OWNER(S): **Tim and Kelly Biltz**

RECEIVED: **2/8/2019**
MEETING DATE: **2/28/2019**

ZONING DISTRICT: **R-10**
LHD STATUS: **Non-Contributing, outside boundary**

ADDITIONAL APPROVALS/PERMITS NEEDED:
- ✓ **ZONING APPROVAL**
- ✓ **BUILDING OFFICIAL**

NATURE OF PROJECT:
- **New single family dwelling, relocate the existing garage on adjacent parcel at 205 Everette**

FACTS
APPLICABLE SECTIONS OF STANDARDS AND GUIDELINES

STAFF ANALYSIS: 195 Everette Road is undeveloped. It is inside the local historic District boundary, but outside the National Historic Landmark Boundary This request is to build a new main dwelling on the site, relocate an existing garage on the adjacent property (205 Everette Road; LRK 15658) to accommodate a shared driveway. The adjacent property is also owned by the Biltz family.

A. SECTION 1.6.4.7 MAJOR WORK – *New construction or additions not considered to be minor.*
1. This request is considered to be major work because it involves minor work items that **were/were not** approved by the Village Planner.

NEW CONSTRUCTION:

B. SECTION 3.2.2.1 NEW CONSTRUCTION STANDARDS – *New construction in the Village of Pinehurst Historic District provides opportunities for the continued evolution of excellent architecture adapted to new conditions. New construction should blend comfortably with the Local Historic District and any existing structures on site.*
1. The proposed new construction **will/will not** blend with the Local Historic District.

C. SECTION 3.2.2.2 NEW CONSTRUCTION STANDARDS – *Any new building constructed in the Local Historic District shall be compatible in terms of materials, scale, color, style and texture.*
1. The proposed new construction **will/will not** be of similar scale as existing structures in the neighborhood.
2. The proposed new construction **will/will not** be of similar style as other dwellings in the district.
3. The proposed new construction **will/will not** be of similar materials as other dwellings in the district.
4. The proposed new construction **will/will not** be of similar colors as other dwellings in the neighborhood and **are/are not** in the Village of Pinehurst Color Palette.
5. The proposed new construction **will/will not** be of similar texture as historic structures around the subject property.

D. SECTION 3.2.2.3 NEW CONSTRUCTION STANDARDS – *Consideration is often given to using or simplifying the details from neighboring buildings. This technique is used to "blend" the new structure with its neighbors. It is strongly recommended that detailing on new structures be consistent with its overall scheme and design.*

1. The proposed new construction **will/will not** blend with its neighboring buildings.

E. SECTION 3.2.3.1 PROJECT PLANNING AND SITE DESIGN – *New infill housing is very appropriate and very desirable in the Village of Pinehurst area. The designs shall follow the basic Design Standards and shall also repeat the same relationships of house to street and house to lot as their historic neighbors. Table 3.2.3.1 is a table of Architectural Styles to be used as a reference for Architecture found in the Local Historic District and will be used by the Commission and staff to determine if a proposal is consistent with the neighborhood.*

1. The proposed new architecture **is/is not** consistent with historic neighbors in the neighborhood.

F. SECTION 2.9.2.1 PAINT AND COLOR STANDARDS – *Paint colors shall be appropriate to the historic building and district and in the Village of Pinehurst Color Palette;*

1. The proposed colors for the new house **will/will not** be appropriate for the building and district and **are/are not** in the Village of Pinehurst Color Palette.

GARAGE RELOCATION:

G. SECTION 3.4 MOVING STRUCTURES STANDARDS – *The consideration to move a structure may occur when it is the last alternative to demolition or the replacement will be more complementary to another part of the community.*

1. The proposed new location **will/will not** blend with the Local Historic District.
2. The important architectural features **will/will not** be preserved.

LOCATION

ARROW TOWARDS VACANT LOT, CIRCLE AROUND THE GARAGE TO BE MOVED SLIGHTLY, BUT WITHIN THE SAME LOT AS IT CURRENTLY SITS.

1895
VILLAGE OF
PINEHURST

Application for Local Historic District

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Property Data

Property Owner(s): Tim and Kelly Biltz

Business Name (if applicable): n/a

Tenant Name (if applicable): n/a

Physical Address: 195 Everette Road

Mailing Address (if different): 1989 Carmel Road, Charlotte

Phone #: _____ Mobile #: 843-576-9020

Zoning District: R-10 LRK #: 00015867 PIN #: 856205179810

Applicant/Contractor Data

Name: TBD

Contractor License #: _____

Phone #: _____

E-mail Address)optional): _____

Mailing Address: _____

Estimate Cost of Construction: $ _____

*Would you like your sets of plans returned to you from the Historic Commission? Yes: ☑ No: ☐

Description of Project:

- New 1.5 story dwelling on vacant lot, adjacent to owner's cottage.

- Relocate existing, non-conforming detached garage to new location within setback (as shown on plan)

- New golf cart garage addition at rear of detached garage (in new location)

1895
VILLAGE OF
PINEHURST

Application for
Local Historic District

EXTERIOR MATERIAL COLOR FORM

EXTERIOR	MATERIAL	COLOR
Front Elevation	Stucco	BM OC-20 Pale Oak
Rear Elevation	Stucco	BM OC-20 Pale Oak
Right Elevation	Stucco	BM OC-20 Pale Oak
Left Elevation	Stucco	BM OC-20 Pale Oak
Trim	Boral	BM OC-20 Pale Oak
Windows	TBD (aluminum or fiberglass)	(tan/beige)
Chimney	Stucco	BM OC-20 Pale Oak
Foundation	Stucco	BM OC-20 Pale Oak
Front Door	Wood	(Walnut stain)
Shutters	Composite	BM HC-140 Prescott Green
Garage Door	Metal	BM OC-20 Pale Oak
Roof	Asphalt shingle	Slate gray
Roof Exhaust Vents	Copper	(copper)
Front Porch	Bluestone	--
Deck	n/a	n/a
Patio	Bluestone	--
Sidewalk	Brick	--
Sky Lights	n/a	n/a
Driveway	Gravel/crushed stone	(gray)
House Number	Metal	Copper

Signature: _____ Date: 2/6/19

1895
VILLAGE OF
PINEHURST

Application for Local Historic District

Office Use Only

Project Type: ☐ Normal Maintenance ☐ Minor Work ☐ Major Work

Current Status: ☐ Contributing ☐ Non-contributing ☐ Vacant

COA#_____ Date: _____ Staff: _____ HPC Mtg(s): _____

Other required approvals: _____

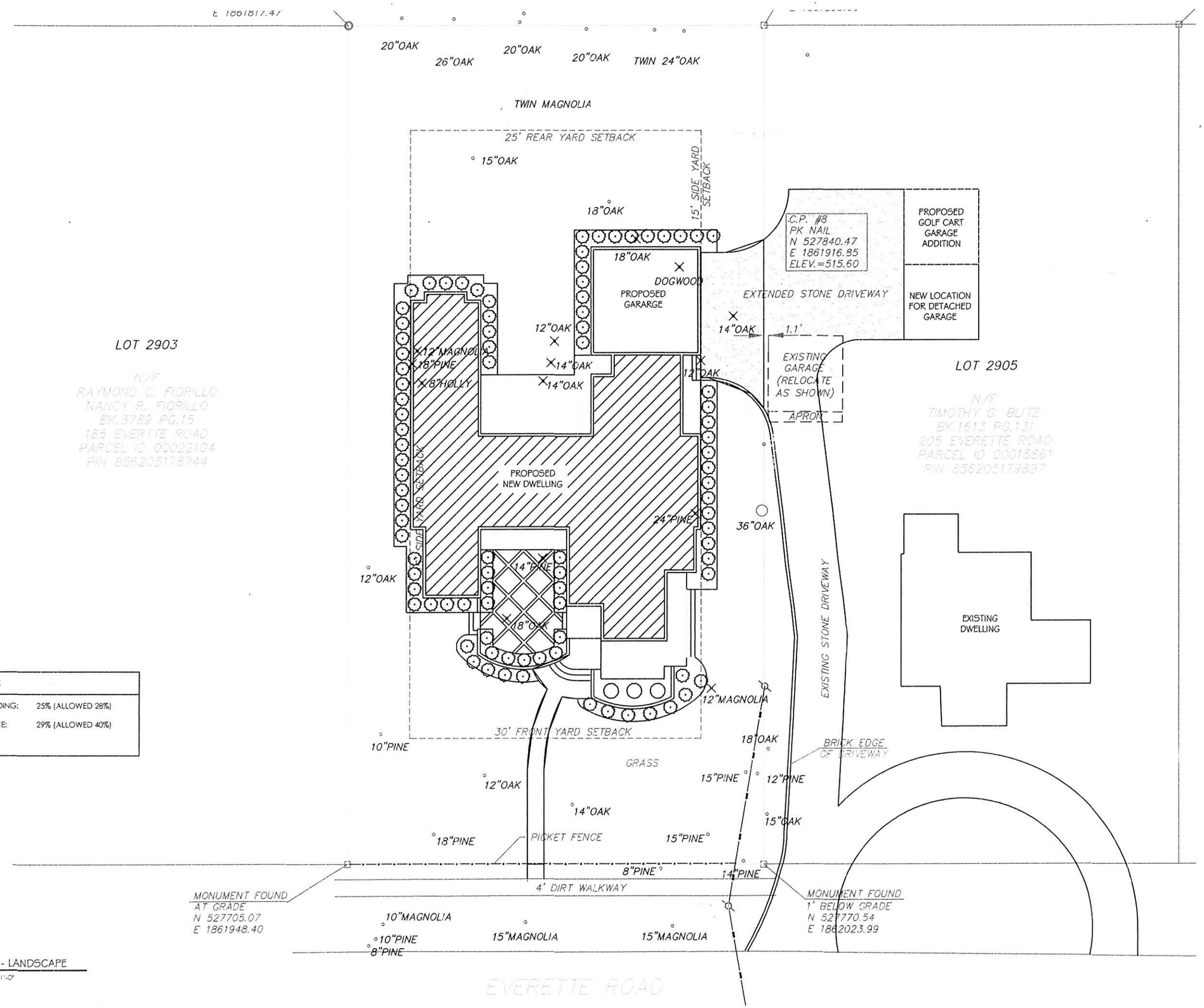
Conditions: _____

_____

mark wesley parson

BILTZ RESIDENCE

FRONT ELEVATION



SITE PLAN NOTES	
COVERAGE BY BUILDING:	25% (ALLOWED 28%)
IMPERVIOUS SURFACE:	29% (ALLOWED 40%)

1 / L1 SITE PLAN - LANDSCAPE
SCALE: 1/8" = 1'-0"

mark wesley parson

161 E. NEW HAMPSHIRE AVE.
SOUTHERN PINES, NC
910.692.8550
www.markwesleyparson.com

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BILTZ RESIDENCE

195 EVERETTE ROAD
PINEHURST, NC

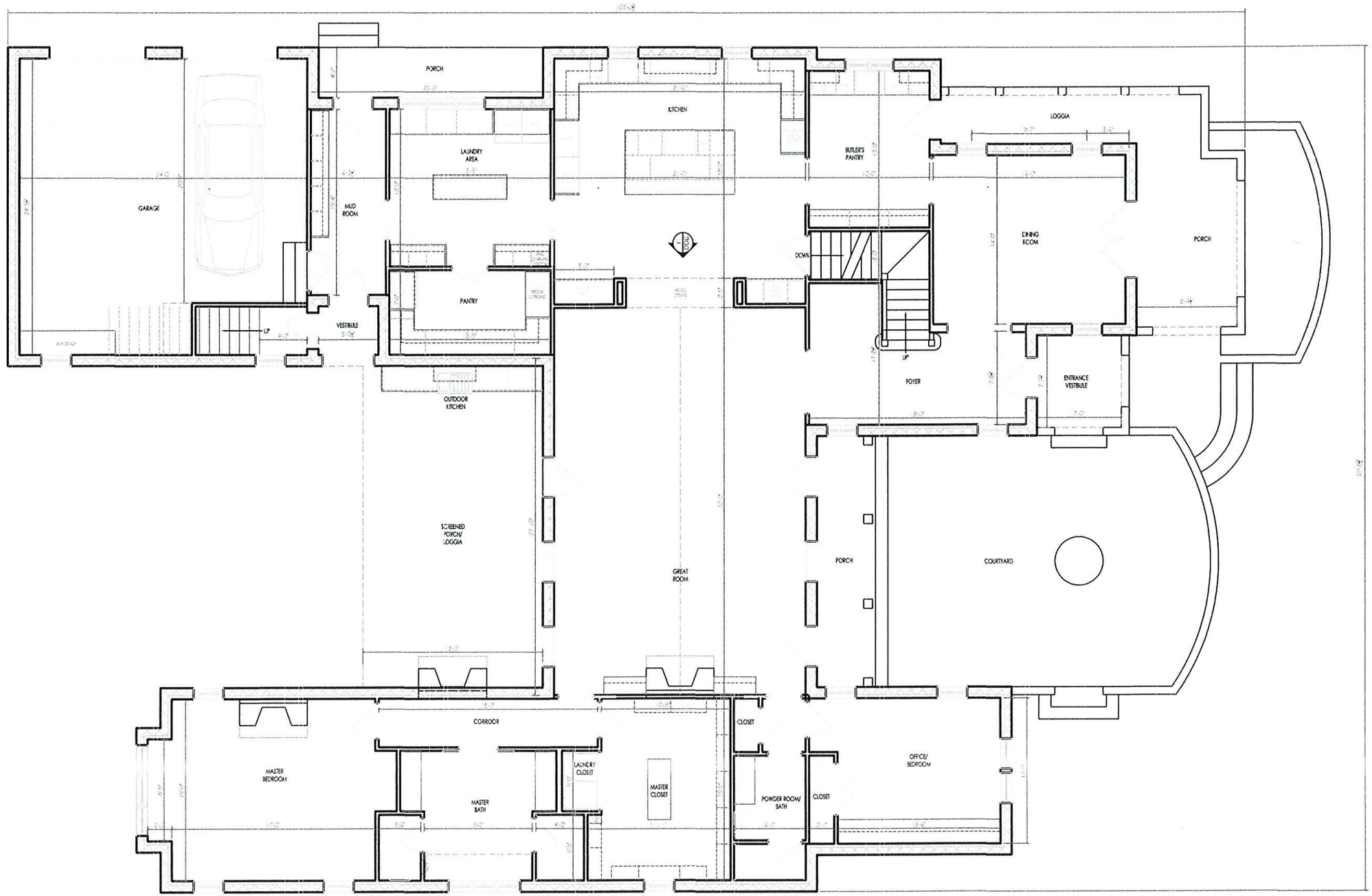
DATE: FEBRUARY 6, 2019

REVISIONS:

SITE PLAN/ LANDSCAPE

SHEET NUMBER

L1



1 / A2 FIRST FLOOR PLAN
SCALE: 1/4" = 1'-0"

FLOOR PLAN NOTES
1. INSULATE ALL INTERIOR WALLS

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BILTZ RESIDENCE

195 EVERETTE ROAD
PINEHURST, NC

DATE: FEBRUARY 6, 2019

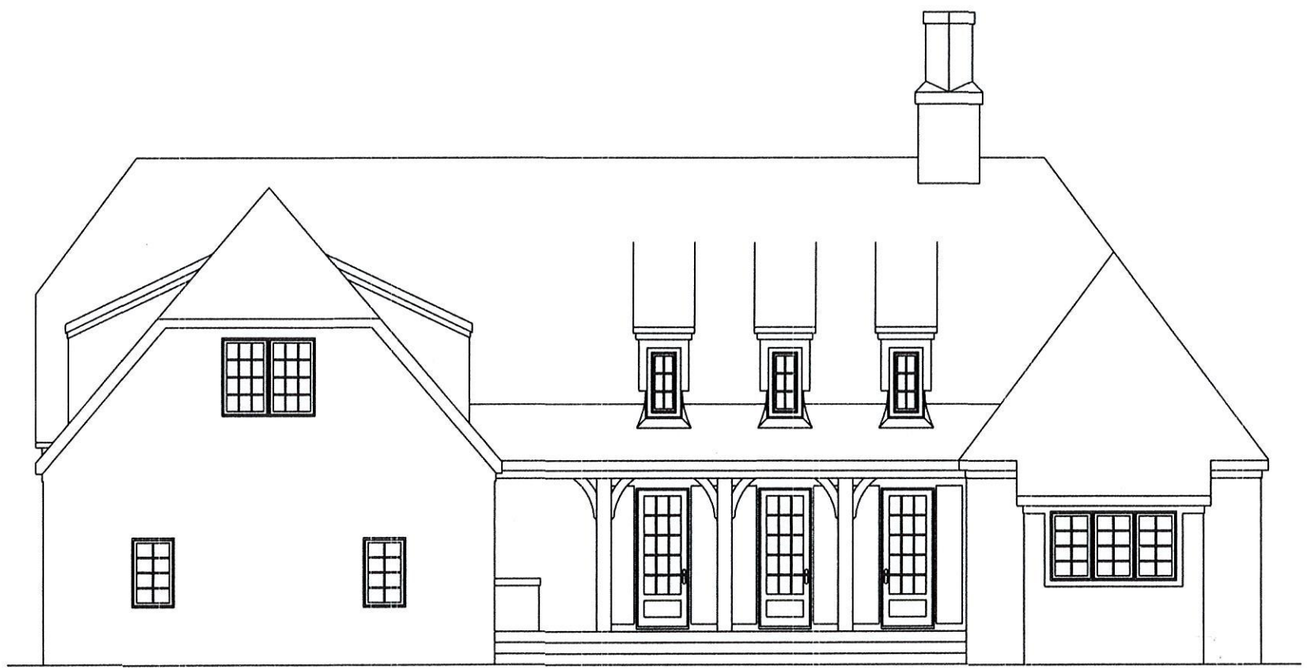
REVISIONS:

FIRST FLOOR PLAN

SHEET NUMBER

A2

1 / A5 FRONT ELEVATION
SCALE: ¼" = 1'-0"



2 / A5 REAR ELEVATION
SCALE: ¼" = 1'-0"

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BILTZ RESIDENCE

195 EVERETTE ROAD
PINEHURST, NC

DATE: FEBRUARY 6, 2019

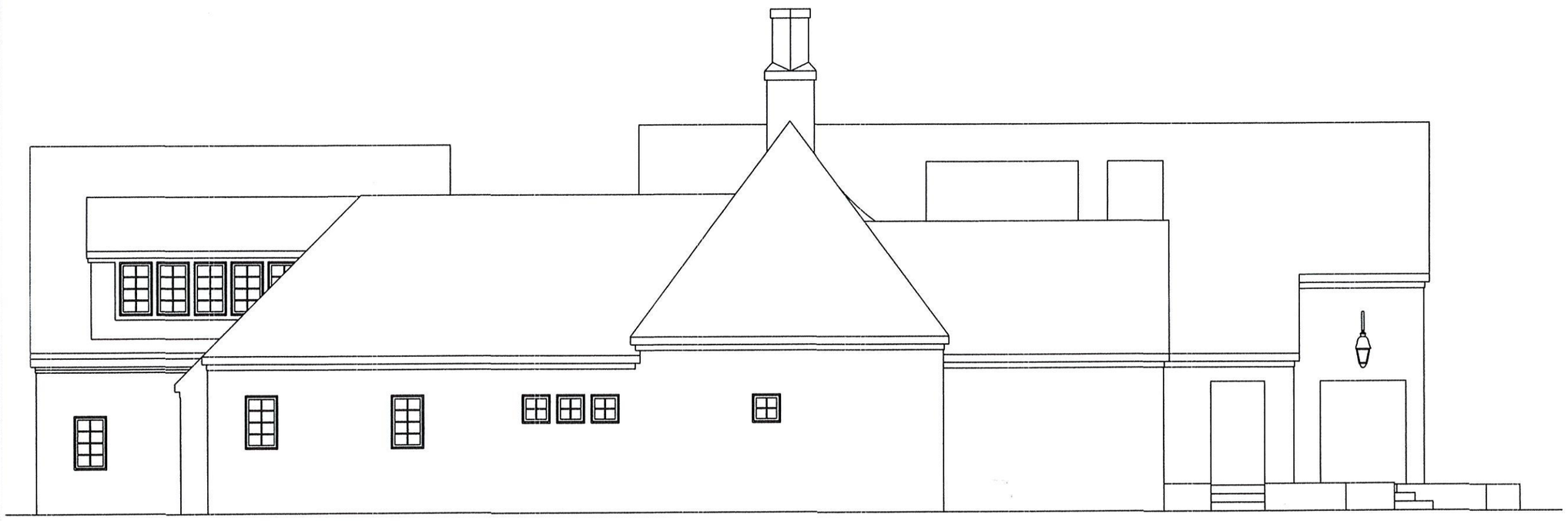
REVISIONS:

ELEVATIONS

SHEET NUMBER

A5

1 / A6 SIDE ELEVATION
SCALE: 1/4" = 1'-0"



2 / A6 SIDE ELEVATION
SCALE: 1/4" = 1'-0"

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BILTZ RESIDENCE

195 EVERETTE ROAD
PINEHURST, NC

DATE: FEBRUARY 6, 2019

REVISIONS:

ELEVATIONS

SHEET NUMBER

A6

HISTORIC PRESERVATION COMMISSION
JANUARY 24, 2019
ASSEMBLY HALL
395 MAGNOLIA RD.
PINEHURST, NORTH CAROLINA
4:00 PM

The Pinehurst Historic Preservation Commission (HPC) held a Regular Meeting at 4:00 p.m., Thursday, January 24, 2019, in the Assembly Hall of Pinehurst Village Hall, 395 Magnolia Road, Pinehurst, North Carolina. The following were in attendance:

Molly Gwinn, Chair
Bob Farren, HPC Member
Jim McChesney. HPC Member
Mark Parson, HPC Member
Tom Schroeder, HPC Member
John Taylor, HPC Member
Eric Von Salzen, HPC Member

STAFF IN ATTENDANCE:
Stephanie Goodrich, Senior Planner
Gwendy Hutchinson, Planning and Administrative Assistant

I. Call to Order

Chair Molly Gwinn introduced the Commission members, staff and welcomed members of the audience. Chair Gwinn stated that the overview of the Commission is to approve Certificates of Appropriateness for new construction and Major Work and to do so by conducting hearings and Findings of Fact where applications come before the Commission. The mission of the Historic Preservation Commission is to take no action except to preserve what is congruous with the special character of the Village of Pinehurst Historic District. This special character to be preserved and enhanced is that of a growing and vibrant Village.

II. Approval of Minutes

December 13, 2018

Upon a motion by HPC Member Bob Farren, seconded by HPC Member Jim McChesney the HPC Commission unanimously approved the December 13, 2018, Meeting Minutes, by a vote of 7-0.

III. Sworn in:

Stephanie Goodrich, Senior Planner; Robert Zalzneck, Property Owner; Thomas Bailey, Property Owner; Amanda Owens, Property Owner; Mickey DeBarnard, New Heritage Realty and Development; and Christine Dandeneau, Dandeneau Architecture, P.L.L.C.

IV. Public Hearings

A. COA 18-108

The applicant has requested postponement of this hearing until the February 28, 2019 meeting of the Historic District.

The Commission did not take any action on COA 18-108.

B. COA 19-007

This public hearing is to consider a request to add a front garage addition connected to the primary residence with a breezeway on the single family home at 20 Shaw Road NE, Pinehurst, NC. This property can be identified as Moore County LRK# 18261. The applicant is Alan Walters Construction and property owner is Robert Zalzneck.

Stephanie Goodrich, Senior Planner read portions of the staff report into the record and confirmed that adjacent property owners were notified and that the property had been properly posted.

Alan Walters, Alan Walters Construction Company, was present to answer any questions of the Commission or address any of their concerns.

After discussion, Bob Farren made a motion to issue a Certificate of Appropriateness and to adopt the Findings of Fact; Jim McChesney seconded the motion, which the Commission unanimously approved by a vote of 7-0.

C. COA 19-008

This public hearing is to consider a request to demolish a rear addition, rebuild a different rear addition, re-side the house in cementitious fiberboard, replace the windows, add a side sun room and front porch and change the front door on the single family home at 70 Fields Road, Pinehurst, NC. This property can be identified as Moore County LRK# 20050738. The applicant and property owner is Thomas and Susan Bailey.

Stephanie Goodrich, Senior Planner read portions of the staff report into the record and confirmed that adjacent property owners were notified and that the property had been properly posted.

Thomas Bailey, Property Owner was present to answer any questions of the Commission or address any of their concerns.

DRAFT

After discussion, Bob Farren made a motion to issue a Certificate of Appropriateness with the following conditions:

1. *Exterior colors must be congruous with the HPC Color Palette.*
2. *The new structure will be taller based on the drawings, and to adopt the Findings of Fact; John Taylor seconded the motion, the HPC Commission unanimously approved by vote of 7-0.*

D. COA 19-009

This public hearing is to consider a request to add a front entry porch, change the front doors, paint the exterior, and re-roof the single family home at 240 Linden Road, Pinehurst, NC. This property can be identified as Moore County LRK# 14564. The applicant is New Heritage Realty and the property owner is Amanda Owens.

Stephanie Goodrich, Senior Planner read portions of the staff report into the record and confirmed that adjacent property owners were notified and that the property had been properly posted.

Mickey DeBarnard, New Heritage Realty and Development, and Amanda Owens, Property Owner, were present to answer any questions or address any of their concerns.

After discussion, Jim McChesney made a motion to issue a Certificate of Appropriateness and to adopt the Findings of Fact; Jim McChesney seconded the motion, which the HPC Commission unanimously approved by a vote of 7-0.

E. COA 19-010

This public hearing is to consider a request to temporarily demolish the garden walls at the northwest corner of the property, rebuild without the archway over the doors, and build a pergola in that enclosed space at the single family home at 75 Shaw Road, Pinehurst, NC. This property can be identified as Moore County LRK# 21152. The applicant is Christine Dandeneau and the property owners are Stewart Mills and Helen Probst.

Stephanie Goodrich, Senior Planner read portions of the staff report into the record and confirmed that adjacent property owners were notified and that the property had been properly posted.

Christine Dandeneau, Dandeneau Architecture, P.L.L.C. was present to answer any questions or address any of their concerns.

After discussion, Bob Farren made a motion to issue a Certificate of Appropriateness and to adopt the Findings of Fact; Eric Von Salzen seconded the motion, which the HPC Commission unanimously approved by a vote of 7-0.

V. Review of Normal Maintenance and Minor Work items

Staff Approvals from 11/26/2018 to 1/10/2019

The HPC Commission did not have any comments.

DRAFT

VI. New Business

Approval of 2019 Meeting Schedule

Jim McChesney made a motion to approve the 2019 Meeting Schedule; John Taylor seconded the motion, which the HPC Commission unanimously approved by a vote of 7-0.

VII. Motion to Adjourn

Upon a motion by HPC Commission Member Tom Schroeder, seconded by HPC Commission Member John Taylor, the HPC Commission unanimously approved to adjourn by a vote of 7-0.

A recording and videotape of this meeting is available on the Village website: www.vopnc.org

Respectfully Submitted,

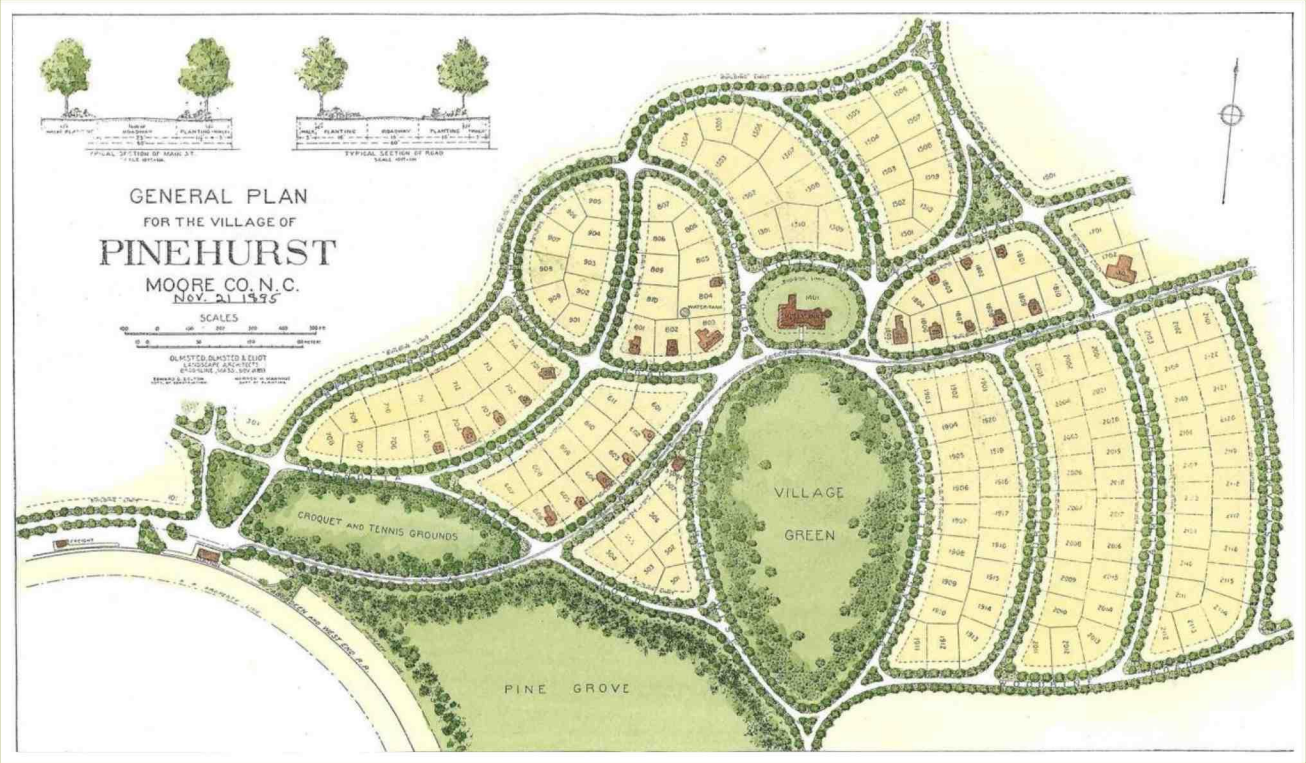
Gwendy Hutchinson
Planning and Administrative Assistant
Village of Pinehurst

DRAFT

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.

Village of Pinehurst

Historic District Guidelines



Adopted on _____, 2019

Village of Pinehurst Council Members

Nancy Fiorillo, Mayor
John Bouldry, Mayor Pro-Tem
Judy Davis, Treasurer
Kevin Drum
Jack Farrell

Historic Preservation Commission Commissioners

Molly Gwinn, Chair
Jim McChesney
Mark Parson
Tom Schroeder
John Taylor
Eric Von Salzen
Terry Lurtz

2016-18 Pinehurst Historic District Guidelines Revision Committee

Historic Preservation Commission (HPC) Chairman, Jim Lewis; HPC Vice-Chair, Jack Farrell
HPC Commissioners: Judy Davis, Molly Gwinn, and Jim McChesney
Planning and Zoning Board Member, Leo Santowaso
Architect, Christine Dandeneau
Village of Pinehurst Business Owner, Kevin Drum
Home Builder, Wayne Haddock
Village of Pinehurst Staff, Stephanie Goodrich and Alex Cameron

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I. INTRODUCTION

The Pinehurst Historic District Guidelines for the Village of Pinehurst is a resource for property owners, architects, building contractors, Realtors® and other real estate professionals planning to make changes to the exterior of existing buildings or to construct new buildings in the Pinehurst Historic District. Demolitions and relocations of existing structures are also addressed in this document.

This document is the guide by which the Village Planner and the Historic Preservation Commission evaluate applications for Certificates of Appropriateness (COA) which must be approved before projects in the Pinehurst Historic District can commence. To determine whether a property is in the Pinehurst Historic District, consult the map in Appendix B, *Map of the Pinehurst Historic District*.

The main body of this document focuses on design guidelines that property owners must consider in planning changes or additions to their properties, or in designing new construction projects in the Pinehurst Historic District. Other important information can be found in the Appendices.

A. THE SPECIAL CHARACTER OF THE PINEHURST HISTORIC DISTRICT

The special character of the Pinehurst Historic District evolved directly from the founding of the Village of Pinehurst in 1895 by James Walker Tufts of Boston. It was owned and managed by Mr. Tufts, his sons and grandsons from 1895 until 1970. During this 75-year period the essential character of Pinehurst was preserved even as the community expanded beyond its central core of cottages, inns, and shops. The Tufts vision for a New England Village around a wooded village green endures today as the special character of Pinehurst.

To implement his vision in 1895, Tufts hired the landscape architecture firm of Frederick Law Olmsted who designed a system of curvilinear streets and lush landscaping around the village green. The first cottages were small and reflected a combination of Queen Anne and Colonial Revival styles. By the 1920s, the Olmsted plan of curving streets spread to the west of Beulah Hill Road where properties were larger and substantial homes were built by private owners in a variety of architectural styles, displaying Colonial Revival, Mediterranean Revival, Cape Cod and Period Cottage characteristics. During the same period, the neighborhood to the east of the Village core expanded in a grid pattern to accommodate more modest housing for resort staff. The neighborhood includes cottages in a range of popular national styles from different eras, for example Ranch, Cape Cod, and Modernist dwellings. Also located in the neighborhood are the elementary school, a church, a car dealership, and a few businesses.

The Village of Pinehurst today retains its historic character due to the careful preservation of original structures from the late 19th and early 20th centuries and the cultivation of its lush landscapes. The village is protected by Pinehurst Historic Overlay District, which was established by the Village Council in 2006, in accordance with North Carolina General Statute 160A-400, to ”safeguard its heritage by preserving any district or landmark therein that embodies important elements of its culture, history, architectural history, or prehistory.” At the same time, the Village Council appointed the Historic Preservation Commission to develop and administer the Guidelines that would maintain the special character of the properties and landscapes within the district.

B. THE HISTORIC PRESERVATION COMMISSION

The mission of the Historic Preservation Commission (HPC) is to "preserve and approve that which is congruous with the special character of the Village of Pinehurst Historic District." The Guidelines in this document beginning in Section III provide the HPC and Village of Pinehurst Planning Staff with tools to assess whether a proposed change, addition, or new construction will be congruous with the special character of the Pinehurst Historic District.

In addition, the Guidelines are intended to inform property owners and to help them understand how changes or additions to their property will contribute to the preservation of the Pinehurst Historic District. A fundamental objective is to ensure that changes and additions to existing structures are congruous with the Pinehurst Historic District. Likewise, new construction should be congruous with the District.

Owners, architects and builders are encouraged to consider and comply with all the Guidelines. The strongest recommendations contain the words **"must," "must not,"** or **"it is not appropriate."** For example:

- Any changes or additions to the configuration an existing roof **must** be compatible with the structure and **must** be congruous with the Pinehurst Historic District
- **It is not appropriate** to introduce new windows or door openings if they will compromise the architectural integrity of the structure.

Other guidelines contain the word should. For example:

- Changes or additions to the configuration of any existing roof should be compatible with the existing structure.

All guidelines contribute to the standard of congruity with the special character of the Pinehurst Historic District by which the HPC evaluates applications for changes, additions, demolitions, relocations, and new construction. In short, a project must meet the overarching requirement that it is congruous with the special character of the Pinehurst Historic District in order to be approved and issued a Certificate of Appropriateness.

The Historic Preservation Commission 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.

C. PRINCIPALES OF PRESERVATION

The Guidelines are not meant to be a comprehensive preservation manual. There are *additional resources* listed in Appendix G, which may be used to supplement these Guidelines.

- A major source of materials are The Preservation Briefs published by the National Park Service.
- Owners of historic properties should give special consideration to the Secretary of Interior's Standards for Rehabilitation. Those offer excellent guidance for property owners who are committed to the preservation or restoration of their historic property.
- An application form for work which will require a Certificate of Appropriateness is available from the Village of Pinehurst Planning Department, and may also be downloaded from the Village website.
- Many of the terms found in these Guidelines have very specific meanings. Applicants have the responsibility to review and understand these definitions and how they may affect their application. Appendix H contains a comprehensive glossary of relevant terms.

Based on the Secretary of the Interior *Standards for the Treatment of Historic Properties*, the Pinehurst Historic District Guidelines are not meant to be a comprehensive preservation manual, but a starting point for making design or restoration decisions. While working on historic structures within the Pinehurst Historic District, applicants should keep the following principles in mind:

Identify, Retain, and Preserve Historic Features and Materials

Character defining materials and features should be repaired rather than replaced. If a material (i.e.: asbestos siding) is no longer available, it should be replaced with a material that is a close match to the original in texture, shape and color.

Maintain, Stabilize and Protect Historic Materials and Features

Attempts should be made to stabilize and repair deteriorated features and materials before replacement. Proper maintenance and weatherization will serve to protect a structure or building within the district. There are several technical bulletins on the National Park Service, Technical Preservation Services website that can help assist in maintaining a historic resource.

Replace Deteriorated Component That Are Beyond Repair With "In Kind" or Compatible Materials

All effort should be made to replace the historic fabric of the building using the same material as the original construction. That includes the type of materials, the design, dimensions, mass, scale, orientation, color detailing and texture.

Substitute materials can be used if the original material is no longer available. Substitute materials should match the historic materials as closely as possible, physically and visually. This does not apply to hidden structural components.

Use of replacement materials should be limited in scope to only the elements that are deteriorated beyond repair.

Missing historic features can be replaced if documented by historic photographs or physical evidence shows that the feature was once there.

D. FREQUENTLY ASKED QUESTIONS

Following are typical questions about the Pinehurst Historic District, the kinds of projects requiring a Certificate of Appropriateness (COA), and the process for securing approval. Consult the appropriate sections of the Guidelines for additional information.

Q1. What is the Pinehurst Historic District? When was it created and on whose authority? Is it the same as the National Historic Landmark District?

A. The Pinehurst Historic Overlay District was established by the Pinehurst Village Council in 2006 under authority cited in North Carolina General Statue 160A-400, which grants a municipality the authority to "safeguard its heritage by preserving any district or landmark therein that embodies important elements of its culture, history, architectural history, or prehistory." The entire statute can be on the North Carolina General Assembly legislation webpage. At the same time, the Pinehurst Village Council appointed the seven-member Pinehurst Historic Preservation Commission (HPC), for the purpose of developing and administering the Historic Guidelines that would maintain the character of properties and landscapes of the district.

The Pinehurst Historic District is not the same as the National Historic Landmark (NHL). The NHL is an honorary designation that was awarded to the Village of Pinehurst by the National Park Service in 1996. The boundaries that define the area included in the NHL are not the same as the boundaries of the local Pinehurst Historic District. The Pinehurst Historic District includes properties that are included in the NHL, but also includes several other streets and many other properties.

Q2. How do I know if my property is in the Pinehurst Historic District?

A. A map of the Pinehurst Historic District can be found in Appendix B. More detailed maps can be found on the Village of Pinehurst website (www.vopnc.org). If you have any question about whether a property is in the Pinehurst Historic District, contact the Village Planner at 910-295-1900.

If your home is in the Pinehurst Historic District, property owners are encouraged to consult the Tufts Archives at 150 Cherokee Road as it houses a number of old photographs of historic homes. Referencing these photos may assist in design decisions.

Q3. My house is not historic, but it is located in a Historic District. Why am I required to follow the Historic Guidelines?

A. The Pinehurst Historic District boundary is based on the architectural character of the residences and streetscapes that contribute to the overall historic nature of the Village and its special character. The early vision for the Village of Pinehurst was a group of buildings in a designed landscape that closely resembled a New England town. That vision remains in focus in neighborhoods that have preserved a unity of overall design, scale, setting, materials, workmanship, feeling, and association. Your house may be fairly new, but its location in a neighborhood that contributes to the character of the Village warrants its inclusion in the Pinehurst Historic District. All renovations, as well as new construction, in the Pinehurst Historic District provide an opportunity for the continued evolution of historical architecture in the District.

Q4. Do the Guidelines and the HPC require the use of historic materials in every case or are contemporary substitutes allowed?

A. The Guidelines are written to promote retention of architectural character without necessarily requiring the use of historic building materials. Original materials are preferred when making repairs or additions, but many modern materials, which have the appearance and texture of original materials, are appropriate and allowed. These Guidelines and the Historic Preservation Commission that administers them try to maintain a balance between preserving the special character of the Pinehurst Historic District and recognizing that advances in materials may accomplish the same goal. Since new materials are frequently introduced, the HPC has the flexibility and authority to approve materials that achieve congruity within the Pinehurst Historic District.

Q5. How do the Pinehurst Historic District Guidelines differ from the Pinehurst Development Ordinance?

A. The Pinehurst Development Ordinance (PDO) applies to the entire Village of Pinehurst while the Pinehurst Historic District Guidelines only apply to properties located within the local Historic District. The PDO is far more detailed and addresses many issues that are not covered in the Pinehurst Historic District Guidelines. All construction projects in Pinehurst that require a building permit and/ or zoning approval **must** satisfy the provisions of the PDO. In the Pinehurst Historic District, a Certificate of Appropriateness (COA) is required for Minor and Major Work as defined in Section II, Chapters C and D. Guidelines in the Pinehurst Historic District may be, and in some cases are, stricter than those in the PDO.

Q6. What is the purpose of the Historic Preservation Commission?

A. The purpose of the Historic Preservation Committee (HPC) is to approve Certificates of Appropriateness for new construction or Major Work, and to do so by conducting hearings and findings of fact when applications come before it. The HPC's mission is to take no action except to preserve and approve that which is congruous with the special character of the Pinehurst Historic District.

Q7. When and where does the HPC meet?

A. The HPC meets regularly on the fourth Thursday of every month, except November and December when it meets on the third Thursday. The HPC Chairman may call a special meeting if needed to accommodate a time-sensitive application. Meeting dates are posted on the Village of Pinehurst website and are held in the Village Hall at 395 Magnolia Road. The meetings are quasi-judicial public hearings. Citizens with legal standing may testify for or against an application and make their statements under oath. In making its decision, the HPC is required to consider only sworn testimony which is presented during the hearing.

Q8. If I don't agree with the decision of the HPC, how can I appeal?

A. If a Certificate of Appropriateness application is denied by the HPC, the property owner may appeal to the Board of Adjustment within 30 days. Objections to approved projects may also be appealed to the Board of Adjustment within 30 days. Subsequent appeals are heard by the NC Superior Court. Applications for appeals can be found on the Village's website.

Q9. Who is on the HPC? Can I apply to join the HPC?

A. The HPC is comprised of seven citizen volunteers who are appointed by the Village Council to two-year terms. They may be reappointed to serve a maximum of three terms. Commissioners should have demonstrated a special interest, experience, or education in history, architecture, and/or archaeology. All commissioners must reside in the Village of Pinehurst. Any qualified resident is invited to apply. Volunteer applications forms are available at Village Hall and also on the Village's website at www.vopnc.org.

Q10. What projects require approval from the Historic Preservation Commission?
Can I make changes to my property without anyone's approval?

A. Not all projects require approval from the HPC. Please review the definitions in Section II to correctly identify the type of approval your project requires.

Q11: How are the terms "congruous" and "compatible" defined and how are these terms applied?

A. The HPC bases its decision to approve or deny a COA application on whether the project is congruous with the historic character of the Pinehurst Historic District, A project, including a renovation, addition, or new construction, must be in harmony or congruous with the character, density, scale, and setting of the surrounding properties.

Congruous means appropriate, harmonious, compatible or consistent

Incongruous means inappropriate, incompatible, or not in keeping with the character of the property or the Pinehurst Historic District

Changes or additions to an existing building must be sufficiently **compatible** with the primary structure and **congruous** with the Pinehurst Historic District. New buildings must be sufficiently **congruous** with the special character of the Pinehurst Historic District.

Q12: How is "scale" measured?

A. Several relevant factors can be used by the HPC to assess scale: including total square feet, height, footprint, and mass in relation to the context of the size of other nearby structures, as well as the presence of similar-sized structures in the Pinehurst Historic District.

II. PINEHURST HISTORIC DISTRICT GUIDELINES AND OVERVIEW

The Historic Preservation Commission meets monthly. The Village Planner is available to assist property owners or their designees – for example, an architect or builder – in interpreting the Guidelines appearing in Sections III to IX and their applicability to the project prior to design review by the Commission, as well as during project implementation.

A. Approval Requirements

Projects can be approved two ways, depending on the extent of the work and possible alteration of historic features. Some repairs and minor replacements or improvements can be approved at the staff level. For major work, typically additions and new construction, a public hearing before the HPC is required. The following sections provide guidance to enable the property owner to determine what type of approval, if any, must be obtained before beginning work.

If there is any doubt whether a project requires a Certificate of Appropriateness (COA) or what level of approval is required, consult with the Village Planner at (910) 295-1900. If changes to a previously issued Certificate of Appropriateness are requested, the application must be amended and approved based upon the Guidelines. The nature of the work will determine whether the change requires staff or Commission approval. The discontinuance of work or the lack of progress toward achieving compliance with a COA for a period of one year shall be considered as a failure to comply with a COA and may require a new application and approval; see additional details in Sections C and D below.

Projects fall into one of three types as defined below.

1. **Basic Work and Routine Maintenance**
2. **Minor Work**
3. **Major Work**

B. BASIC WORK AND ROUTINE MAINTENANCE

Basic Work and Routine Maintenance require no approval from the Village Planner or Historic Preservation Commission. Basic Work and Routine Maintenance includes, but is not limited to the following:

- Installation of address numbers and mailboxes
- Replacement of broken or damaged glass, as long as the replacement matches the existing glass
- Caulking and weather stripping
- Repair in-kind of gutters and downspouts
- Replacement of gutters and downspouts where replacement materials match the existing materials in detail and color
- Replacement of light fixtures with new fixtures that are compatible with the primary structure
- Installation of life safety equipment (e.g., automated external defibrillators, fire extinguishers, etc.) or items for special events (e.g., tents, displays, storage pods, etc.) that are congruous with the Pinehurst Historic District
- Installation of foundation vents and replacement of access doors
- Replacement of mechanical equipment, including HVAC units, that does not change from existing location/appearance/screening
- Removal of existing fencing
- Repairs to fences, decks, and driveways as long as replacement materials match the existing materials in detail, style, dimensions, and color
- Repairs to walks and patios, as long as the replacement matches the existing walks and patios
- Repair of existing street and/or yard lighting
- Repair or replacement of masonry foundations where the existing foundation material is retained or where new material matches the existing foundation
- Repointing and other masonry repairs when the color and composition of the mortar matches the existing mortar and new brick or stone matches the existing masonry as closely as possible
- Removal of lighting
- Removal of storm windows and storm doors
- Minor landscaping, including vegetable and flower gardens, and shrubbery
- Removal of screening from screened-in porches
- Removal of dead or diseased trees along the street front that are not in the right-of-way

C. MINOR WORK

Minor Work projects require a Certificate of Appropriateness issued by the Village Planner. The category of Minor Work includes projects in which the visual character of a structure or site is not significantly altered. Minor Work projects **that meet the requirements of the Historic Guidelines** can be approved by the Village Planner.

The Village Planner may meet with the property owner at the site if necessary and determine if the proposed work is Major or Minor. If the proposed work is Minor and approved, a Certificate of Appropriateness can be issued by the Village Planner. If the Village Planner or designee does not or cannot approve the proposed work, an application for a Certificate of Appropriateness will need to be presented to and reviewed by the Historic Preservation Commission.

As Minor Work projects do not have a material effect on neighboring properties, the Village of Pinehurst does not require that the adjacent property owners be notified. Normally they can be approved fairly quickly. In some cases, the Village Planner may elect to refer a Minor Work case to the HPC for consideration. **Minor Work projects must meet all applicable requirements.**

Minor Work includes, but is not limited to, the following:

- Installation of additional mechanical and utility equipment in a new location including, but not limited to, heating and air conditioning units and private well enclosures and associated tanks that are screened from view with shrubbery or appropriate fencing.
- Installation of small/micro cell wireless facilities that meet the guidelines
- Replacement or removal of siding that covers original material, such as removal of asbestos (which must have an asbestos report submitted to the building inspector), asphalt, or other artificial siding when the original siding beneath is to be repaired and repainted or stained
- New parking areas, walks, and driveways
- Addition of shutters and awnings
- Addition of fences and walls
- Addition of decks and patios that will be located in the rear yard
- Installation of wheelchair accessibility ramps and exterior fire exits
- Construction of an arbor, water feature (not including pools), pergola and/or trellis that will be located in the rear yard
- Addition of new and/or replacement signage
- Screening-in an existing side or rear porch that is not visible from the street
- New installation of gutters and downspouts
- Painting a surface a different color that is consistent with Village of Pinehurst Color Palette

C. MINOR WORK CONTINUED

- Installation of structures or features that are short-term (less than 1 year) or intermittent in nature (e.g., construction trailer, television, temporary cellular facilities, mobile units, etc.).
- Replacement of existing siding, trim, porch flooring, steps, shutters, awnings, etc., as long as replacement materials match the original or existing materials in detail and color
- Replacement of roofing material of the same style, size, and color
- Replacement of doors and windows that are the same style, material, size, and color as the existing doors and windows
- Replacement of missing details, including missing or deteriorated siding and trim, porch floors, ceilings, columns, balustrades, or other architectural details, with new materials that are compatible with existing details
- Installation of storm windows and doors
- Installation of satellite dishes
- Installation of skylights and solar panels not visible from the street
- Installation of accessory buildings with no dimension greater than 12 feet
- Demolition of small outbuildings that are 120 square feet or less
- Six-month extension of an approved Certificate of Appropriateness
- Renewal of an expired Certificate of Appropriateness where no change to approved plans is being proposed, and there has been no change to circumstances under which the certificate was initially approved
- Minor work changes to an approved COA prior to the work being completed
- Wheelchair accessibility ramps that are not permanently attached to a commercial building
- Pool demolition and infill

D. MAJOR WORK

Major Work projects must be approved by the Historic Preservation Commission in a public hearing before a Certificate of Appropriateness can be issued. In general, these are projects which involve a change in the appearance of a structure or landscape, are more substantial in nature than Minor Work projects, or Minor Work not approved by Planning Staff.

Certificate of Appropriateness applications for Major Work requiring HPC approval include, but are not limited to, the following:

- New construction or additions not considered to be Minor Work
- Relocation, removal or demolition of any structural part of a primary structure including accessory buildings or accessory structures that exceed 120 square feet
- Replacement of architectural details that changes the design or materials from the existing details
- Changes to roof lines
- Replacement of windows and doors that are not compatible with the existing window(s) and/or door(s)
- Eliminating or adding windows and/or doors
- Resurfacing buildings with different materials from that which was removed
- Replacement roofing with a different material or style from that being replaced
- Installation of structures that are not temporary and expected to be in place for one (1) year or greater, or potentially longer-term structures or features that may not be permanently affixed to the structure (e.g., modular units)
- Removal of trees twelve (12) inches and larger in diameter at breast height (DBH) along the street side of a residence
- Installation of in ground swimming pools
- Installation of freestanding ATMs or kiosks
- Minor Work items not approved by the Village Planner

E. HOW TO OBTAIN A CERTIFICATE OF APPROPRIATENESS

The Guidelines detailed in Sections III to IX apply to existing properties and new construction projects, whether residential or commercial. The process for submitting an application for Minor or Major Work begins with the Village Planner. The Planner can provide details on the schedule for review from the Historic Preservation Commission, if appropriate, as well as the level of documentation and number of copies required. The Planner can assist property owners or their designees, such as an architect or builder, in interpreting the Guidelines and their applicability to the projects prior to design review.

In addition, the process for submitting an application is detailed in Appendix C and illustrated in the Certificate of Appropriateness (COA) Flow Chart on page 15. The term "applicant" denotes the property owner, or designee, who is requesting the change or new construction. Contact the Village Planner with any questions about how to proceed at (910) 295-1900.

Major Work projects require review by the Historic Preservation Commission. The Commission meets on the fourth Thursday of each month, except in November and December when it meets on the third Thursday.

The deadline for receipt of completed applications for major work is three weeks before each monthly hearing. The application must be accompanied by drawings, photographs, specifications such as building height and setback distances, etc. The HPC only considers applications meeting all applicable requirements of the Pinehurst Development Ordinance once confirmed by the Village Planner. This time limit permits the Village Planning staff to prepare agenda information for each item as provided by the property owner. A checklist for property owner preparation is also included in Appendix C. Adjacent property owners are notified of the application as required by law.

The order of business for the quasi-judicial Historic Preservation Commission hearing is typically as follows:

1. Introduction of each agenda item by the Village Planner
2. Swearing in of property owners, or their designees, and witnesses
3. Testimony by the property owners, or their designees
4. Questions by Commissioners with additional testimony from property owner or designees
5. Testimony by other parties with legal standing.
6. Further testimony by the property owners, or their designees, if desired
7. Additional discussion by the Commissioners
8. A motion and vote by Commissioners

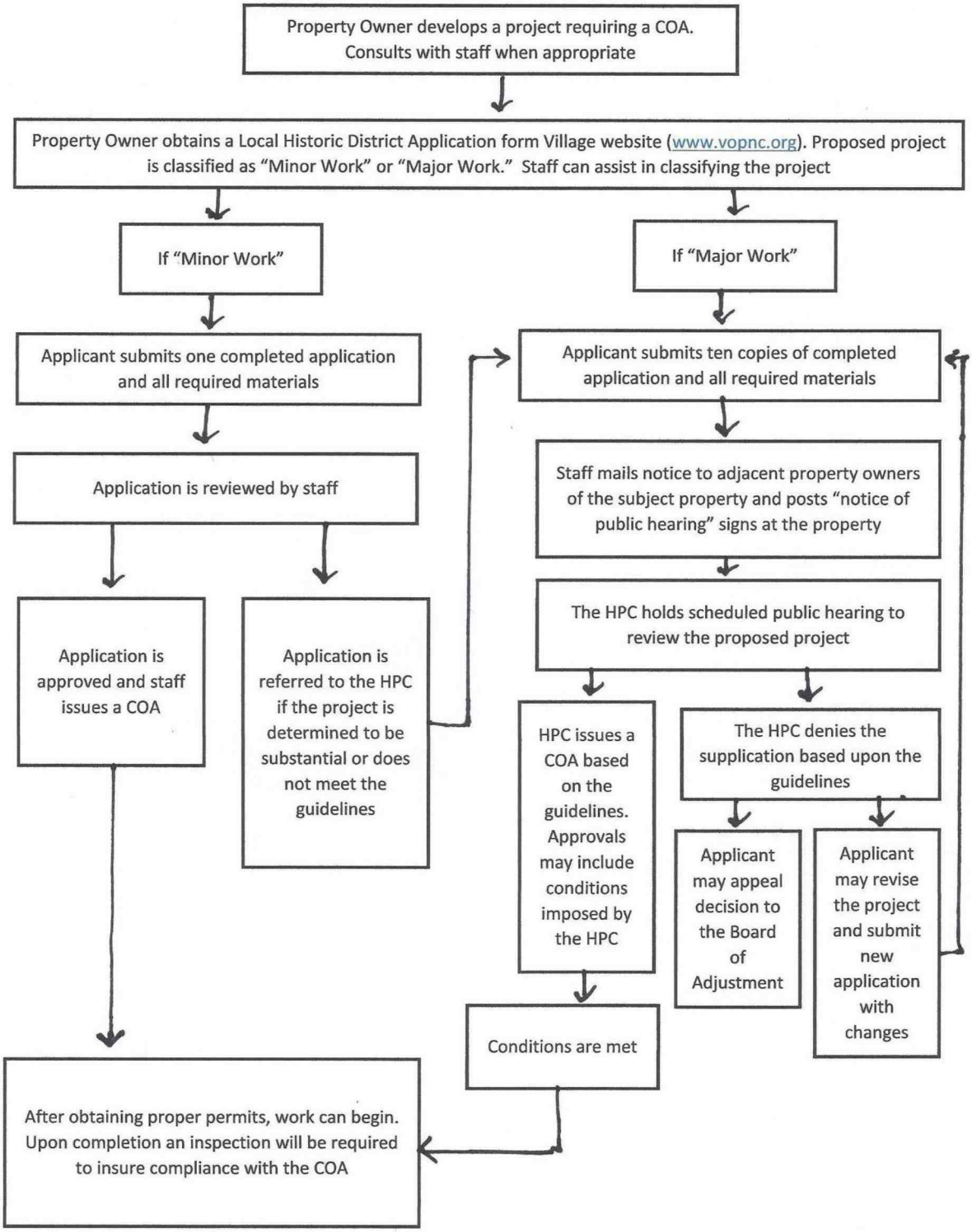
There are certain situations when a Certificate of Appropriateness may be amended by The Village Planner after it has been approved by the Commission. These changes approved by Village Staff are on a case by case basis and should be submitted in writing.

F. PUBLIC MEETINGS

The remarks and documents presented by the property owner are important because they allow the Commission to be fully informed about the project. The purpose of review by the Commission is to determine if the project is congruous with the special character of the Pinehurst Historic District. The Commission will grant or deny a COA based on findings of fact relative to the application of the Guidelines. Approval may be subject to conditions necessary for the project to meet the Guidelines. Once projects requiring a COA have been completed, the Village Planner conducts an inspection to ensure that work was completed as approved in the COA.

As all hearings are recorded, the video recording may be retrieved from the Village of Pinehurst website.

G. CERTIFICATE OF APPROPRIATENESS FLOWCHART



III. CHANGES TO EXISTING RESIDENCES

The following Guidelines apply to proposed projects that change or renovate exterior facades of existing homes in the Pinehurst Historic District.

Chapters A to J describe various building elements such as roofs, porches, and mechanical systems

Chapters K to M describe building materials such as wood, masonry, and architectural metals

Chapter N describes the Village of Pinehurst Color Palette

Section IV addresses Guidelines for *Residential New Construction*. Please consult Section VII *Site Features* for details on Guidelines for such features as fences, landscaping or lighting that may be relevant to an addition or renovation project.

Many existing structures in the Pinehurst Historic District utilize materials and features that would not be approved for new construction. Property owners will be allowed to continue the use of those non-conforming materials for additions and accessory buildings.

A. ROOFS

1. Any changes or additions to the configuration of an existing roof shall be compatible with the architectural style of the existing structure and **must** be congruous with the Pinehurst Historic District.

2. Roofs and roof forms that contribute to the overall character of a structure, including their functional and decorative features, such as roofing materials, cresting, dormers, chimneys, cupolas, and cornices should be retained and preserved. Likewise, roofing materials should be preserved and retained whenever possible.

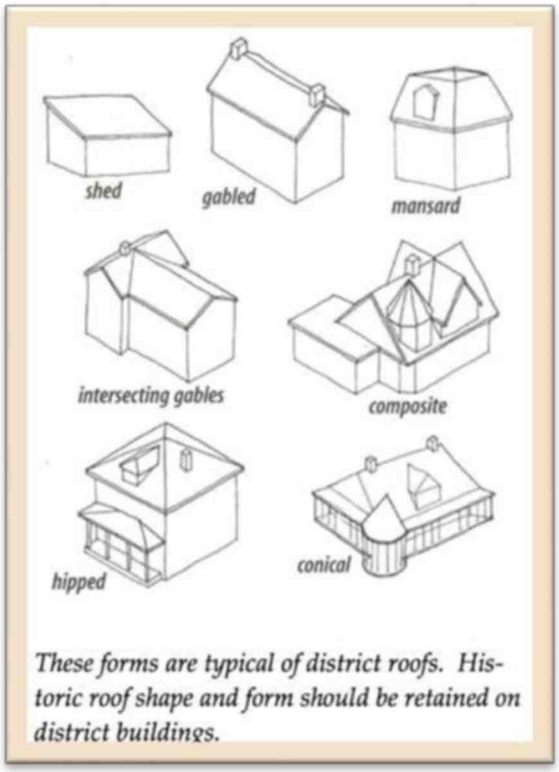
3. If a roof feature, such as a dormer, is completely missing and is to be replaced, it should be replaced with a new feature based on the original feature or a new design compatible in scale, size, material and color with the structure, roofline and the Pinehurst Historic District.

4. If repair or replacement of an entire roof is necessary, the new material should match the existing material in composition, dimension, size, shape, color, pattern and texture.

5. Metal roofs should be compatible with the architecture of the existing structure and the material should be copper or one of the following colors: weathered copper color, dark brown, dark bronze, dark gray, dark green, or dark silver.

6. If standing seam metal roofs are used on residences, the seams should not exceed 1 inch in height and one quarter (1/4) inch in width.

7. Vents, including soffit vents and low profile ridge vents should be installed in a manner that does not diminish the original design of the roof or destroy the character of roof details.



These forms are typical of district roofs. Historic roof shape and form should be retained on district buildings.

8. New gutters and downspouts should be installed so that character defining architectural features of the structure are not damaged or lost.

9. Replacement gutters and downspouts should be coated with paint or a baked-enamel finish in a color in the Village of Pinehurst Color Palette, unless they are made of copper.

10. Roof ventilators, solar attic fans and solar panels should be located as inconspicuously as possible.

11. Skylights and skylight tubes should be placed as inconspicuously as possible on the rear roof surface, and should have a flat profile.

B. EXTERIOR WALLS AND TRIM

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.

2. Exterior walls that contribute to the historic form and character of a structure should be retained and preserved, including their functional and decorative features such as cornices, foundations, bays, quoins, arches, water tables, brackets, and entablatures.

3. If an existing exterior wall feature is completely missing and is to be replaced, it should be replaced with a new feature based on the original feature or a new design compatible in scale, size, material and color with the character of the structure.

4. Repair or replacement of an entire exterior wall or wooden feature or deteriorated detail or element should be limited to the minimal amount necessary and should be replaced in kind or with a substitute material matching the original in composition, dimension, size, shape, color, pattern, texture and profile, but using the original material is preferred.

5. Covering wall material, including wooden siding, wooden shingles, stucco, brick, and stonework, with coatings or materials such as vinyl or aluminum siding, is **not appropriate.**

DESIGN GOAL

Replace materials in kind, matching the original in composition, dimension, size, shape, color, pattern and texture.

C. WINDOWS AND DOORS

1. Adding new windows and door openings or altering or filling existing openings should not compromise the architectural character of the structure and **must** be congruous with the Pinehurst Historic District.
2. Windows and doors that contribute to the overall historic form and character of a structure, as well as materials, details, and features of the windows and doors that contribute to the character of the structure should be retained and preserved.
3. If a window, door or feature is completely missing and is to be replaced, it should be replaced with a new window, door or feature based on the original or a new design compatible in scale, size, material and color with the character of the structure.
4. If repair or replacement of an entire window, door, feature, or deteriorated detail is necessary, it should be limited to the minimal amount necessary and replaced in kind, matching the original in composition, dimension, size, shape, color, pattern and texture.
    a. Wooden windows on street-facing elevations should be replaced in kind.
    b. If windows are repaired or replaced, the muntins, mullions, lintels and sills of the new Installation should be compatible in composition, dimension, size, shape, color, pattern and texture with the character of the structure.
    c. Windows should have true or simulated divided lights.
    d. Snap-in muntins are **not appropriate.**
5. Windows and doors of existing structures should retain their original size and dimension, except as may be modified to accommodate code compliance and accessibility.
6. Window and door surrounds and trim should match the original door or window surrounds and trim. Replacing sash windows should not alter the original trim.
7. The number and size of panes, mullions, and muntins, and all window and door hardware should be compatible with those of the existing windows and doors.
8. New dormer windows on street-facing elevations should be compatible with the size and placement of existing windows on primary elevations and should not compromise the architecture of the structure.
9. Windows and doors that contribute to the overall historic form and character of a structure, as well as materials, details, and features of the windows and doors that contribute to the character of the structure should be retained and preserved.
10. New windows and doors easily visible from the street should be compatible with existing units in proportion, shape, positioning, location, pattern, size, materials, and detail.
11. Glass Block windows are **not permitted** on street-facing elevations.
12. Painted, tinted or filmed glass on windows or doors is **not appropriate** on street-facing elevations.
13. Sliding doors are **not permitted** on street-facing elevations.
14. Security bars should be installed in a way that avoids damages to the historic fabric. Custom security bars should align with the vertical and horizontal dividing elements of doors and windows and are preferred over standard expandable models.

D. STORM WINDOWS AND DOORS

1. Storm windows and storm doors **must not** compromise the architectural character of the openings or casings to which they are applied and **must** be congruous with the Pinehurst Historic District.
2. Storm windows and doors should be installed inside the casing and not cover the casing.
3. Storm windows with a meeting rail should align with the meeting rail of the window to which they are applied. They should be installed so that existing windows and frames are not damaged or obscured.
4. Storm doors should have full view glass or mullions that align with the meeting rails and mullions of the door.
5. Storm windows and storm doors should be factory-finished vinyl, painted wood, or painted or baked enamel finished aluminum.
6. Storm or screen doors should be painted in a color that matches the walls or trim of the structure and the color should be in the Village of Pinehurst Color Palette.
7. It is preferable to use interior storm windows over exterior, if possible.

E. SHUTTERS AND AWNINGS

1. New shutters **must** be compatible with the historic character of the structure and **must** be congruous with existing shutters in the Pinehurst Historic District.
2. Shutters that contribute to the overall historic form and character of a structure, including their functional and decorative features, should be retained and preserved.
3. If a shutter or awning is missing or deteriorated and replacement is desired, it should be replaced with a new shutter or awning based on the original or a new design compatible with the character of the structure.
4. Shutters should be wood or have the appearance of wood in composition and texture, and be appropriately mounted.
    a. If the original shutter was operable, the replacement should be operable or appear to be operable.
    b. Each shutter should be equal to the height of the window opening, and one half the width.
    c. Shutters on arched windows should have an arched head as well.
    d. Shutter color should be compatible with the structure and should be in the Village of Pinehurst Color Palette.
5. Awnings should be based on historical awning profiles, styles, and shapes and be in a scale compatible with the building.
    a. New awnings should not obscure windows, doors, porches, or other character-defining features or damage the original material.
    b. It is preferable that awnings be canvas or a woven fabric.
    c. Awning colors should be compatible with the colors of the structure and should be in the Village of Pinehurst Color Palette.

F. CHIMNEYS

1. New chimneys or chimney repairs and alterations should be compatible with the architectural character of the structure and **must** be congruous with chimneys in the Pinehurst Historic District.
2. Chimneys and their functional and decorative features that contribute to the overall historic form and character of a structure should be retained and preserved.
3. If an existing chimney feature is completely missing and is to be replaced, it should be replaced with a new feature based on the original feature or a new design compatible in scale, size, material and color with the character of the structure.
4. If repair or replacement of an entire chimney, chimney feature, or deteriorated detail or element is necessary, it should be limited to the minimal amount necessary and replaced in kind, matching the existing in composition, dimension, size, shape, color, pattern and texture.
    a. New mortar should match the existing color.
    b. Compatible substitute material should match the existing in composition, dimension, size, shape, color, pattern and texture, but using the original material is preferred.
5. Chimneys visible from the street should be repaired or rebuilt rather than removed.
6. Chimney stacks should not have stucco applied above the foundations as a means of stabilization.
7. Exterior chimneys should have a masonry finish and should extend from grade level for additions.
8. Wooden, boxed chimneys are **not appropriate** on new construction and additions.
9. Chimney repairs and or additions should have masonry and bonding patterns, joints, texture, color, tooling profile, and details compatible with the structure and other masonry features.
10. Paint, cement coating, stucco, artificial stone, brick veneer, or other coatings should not be applied to chimneys that are not currently or were not historically covered.
11. Chimney caps should be compatible with architectural style of the structure or building.

G. PORCHES, ENTRANCES AND BALCONIES

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.

2. Front porches, entrances, and balconies that contribute to the overall historic form and character of a structure should be retained and preserved.

    a. All architectural features that are character-defining elements of porches, entrances, and balconies, including piers, columns, pilasters, balustrades, steps, railings, brackets, floors, ceilings, soffits, and trim should be retained and preserved.

    b. Porch, entrance, and balcony material, such as flooring, ceiling board, lattice, and trim should be retained and preserved.

    c. An existing entrance or porch should not be removed from street-facing elevations unless historically accurate or compatible with the architectural character of the structure.

    d. A front porch or balcony should not be enclosed in any form unless historically accurate or compatible with the architectural character of the structure**.**

    e. If enclosure of a side or rear porch is required, the enclosure should be designed so the character and features of the porch are preserved.

    f. All decorative porch posts, railings, brackets, cornices and cornice trim should remain uncovered and preserved.

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.

    a. The height of the porch should align with the first floor level of the structure.

    b. Porch posts, columns, and railings should be compatible in composition, dimension, shape, color, pattern and texture with the structure.

    c. New porches should be painted or stained in a color compatible with that of the structure and in the Village of Pinehurst Color Palette

4. If an entrance, porch or balcony feature is completely missing and is to be replaced, it should be replaced with a new feature based on the original feature or a new design compatible in form, scale, proportion, roof shape, detail, material and color with the character of the structure.

5. If repair or replacement of an entire porch, entrance or balcony or a feature or deteriorated detail or element is necessary, it should be limited to the minimal amount necessary and replaced in kind, matching the original in height, scale, proportion, roof shape, detail, material and color. Any substitute materials used should match the original in composition, dimension, size, shape, color, pattern and texture, but using the original material is preferred.

6. Ramps and lifts should be located on the least character-defining elevation of the structure.
    a. Ramps should be constructed in materials, finish and scale that are compatible with the character of the structure.
    b. Ramps that are not temporary should be screened.
    c. Ramps should be constructed so that the original elevation can be restored when the ramp is removed.

Did You Know? Porches are characteristic features of almost every architectural style found in the Village due to its early history as a health resort. ***DESIGN GOAL*** Addition of a porch will contribute to the human scale of the structure and provide a congruent and welcoming space.	

H. DECKS AND PATIOS

1. The addition of a deck or patio **must not** obscure, damage, or destroy character- defining features of a primary or accessory structure and **must** be congruous with the character of the Pinehurst Historic District.
2. Decks should be constructed so that they can be removed in the future with little damage to the existing structure.
3. Decks, posts, and railings should be compatible in scale, design, material, and detail with the structure or previously existing features.
4. The height of a deck should align with the first floor level of the structure.
5. Decks and patios should be located on the rear or least character-defining elevation of the structure.
6. Deck framing should be screened by landscaping or skirt boards.
7. Decks should be painted, stained, or have a manufactured color compatible with the color of the structure and the Village of Pinehurst Color Palette.

Rear porch and balcony addition

I. ADDITIONS AND ACCESSORY BUILDINGS—CARRIAGE HOUSES, GARAGES, AND OTHER BUILDINGS

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.

2. Accessory buildings, including carriage houses, garages or other buildings and their features that contribute to the overall character of the primary structure should be retained and preserved. Removal or relocation of an accessory buildings **must** comply with the guidelines in Section VIII.

3. If a carriage house, garage or outbuilding is completely missing and replacement is desired, the replacing structure **must** comply with the guidelines for new construction.

4. Repair of a carriage house, garage or building feature or deteriorated detail or element should be limited to the minimal amount necessary and be replaced in kind.

    a. Compatible substitute material for repair should match the original material in composition, dimension, size, shape, color, pattern and texture, but using the original material is preferred.

    b. If the material used on the primary structure is non-conforming with the current Pinehurst Historic District Guidelines, the same material is permitted on additions and accessory buildings.

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.

DESIGN GOAL

A lower roof slope for an accessory building creates appropriate spatial definition of the two structures.

The same is true for the pediment over the door in the two illustrations on the right.

Preferred

House with low slope pediment aligned

Not recommended

House with equal roof garage and slopes and taller pediment above front door

6. Windows and doors in additions and accessory buildings should be similar to those in the existing primary structure in their proportions, spacing, and materials.
7. The height of an accessory building **must not** be taller than the primary structure and **must** be smaller in scale than the primary structure.
8. The foundation height of an addition or accessory building should align with that of the primary structure.
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.
10. An addition **must not** obscure, damage, or destroy the character-defining features of an historic primary structure.
11. If building a new garage, carriage house, or other accessory building will require removal or demolition of an existing structure, that relocation or demolition **must** be approved prior to consideration of the new construction.
12. Attached or detached garages should open to the rear or side of the primary structure.
13. Multiple front-facing garages that dominate the façade are **not appropriate** in the Pinehurst Historic District.
14. Prefabricated metal or plastic storage buildings are **not permitted** in the Pinehurst Historic District.

Best Practice	***Good Practice***	***Not Recommended***
Best pitch to align with scale	Okay but garage pitch is too steep	Garage height and pitch oversized

J. UTILITIES AND OTHER MECHANICAL SYSTEMS

1. Energy conservation features such as porches, operable windows, transoms, and louvered shutters that contribute to the overall historic form and character of a structure **must** be retained and preserved and **must** be congruous with similar elements in the Pinehurst Historic District.

2. Vents and mechanical connections through walls should be located on non-character- defining elevations or inconspicuously on side or rear walls where they will not be visible from the street and should be screened, if possible.

3. Mechanical equipment and utilities, including heating and air-conditioning units, meters, exposed pipes, and underground fuel tanks, private well covers and associated tanks should be located in the most inconspicuous area, usually along a primary structure's rear elevation, screened from view with plantings.

4. Solar panels should be installed in a manner that screens or camouflages their appearance as much as possible and should not be visible from the street.

5. Window air-conditioning units should be located only on rear or inconspicuous elevations.

K. WOOD

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.

2. Wooden features that contribute to the overall character of a structure and a site, including such functional and decorative elements as siding, shingles, cornices, architraves, brackets, pediments, columns, balustrades, and architectural trim should be retained and preserved.

3. If a wooden feature is completely missing and is to be replaced, it should be replaced with a new feature based on an original feature or a new design compatible in scale, size, material, texture, and color with the structure.

4. If repair or replacement of an entire wooden feature, deteriorated detail, or element is necessary, it should be limited to the minimal amount necessary and replaced in kind, matching the original in composition, dimension, size, shape, color, pattern and texture.

    a. Substitute material should match the original material in composition, dimension, size, shape, color, pattern, texture and profile.

    b. Painted wooden siding that is sound should not be replaced or covered.

5. Vinyl, aluminum, Masonite or similar engineered wood product **must not** cover a wooden detail, element, or feature.

6. Wooden surfaces and features **must** be painted or stained and should be in colors that are in the Village of Pinehurst Color Palette.

7. Use of vertical siding or authentic board and batten should be limited to accents and not be a primary siding. Plywood siding is **not permitted.**

L. MASONRY

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.

2. Masonry features that contribute to the overall character of a structure and site should be retained and preserved, including walls, foundations, roofing materials, exposed chimney walls, cornices, quoins, steps, piers, columns, lintels, arches, and sills.

3. If a masonry feature is completely missing and is to be replaced, it should be replaced with a new feature based on the original feature or a new design compatible with the texture, scale, size, material and color of the historic structure.

4. Historic masonry materials, such as brick, terra cotta, limestone, granite, stucco, slate, concrete, block, and clay tile, as well as their distinctive construction features should be retained and preserved.

5. If replacement of a deteriorated detail, module, or element of a masonry surface or feature is necessary, only the deteriorated portion should be replaced in kind rather than the entire surface or feature.

    a. If replacement of a large masonry surface or entire feature is necessary, it should be replaced in kind, matching the original in composition, dimension, size, shape, color, pattern and texture.

    b. Compatible substitute material is permitted if it matches the original material in composition, dimension, size, shape, color, pattern and texture, but using the original material is preferred.

6. Manufactured stone should have the appearance of natural stone in scale, size, texture and color.

7. Traditionally exposed brick or stone surfaces should not be parged or covered with materials like stucco, concrete, wood, or a synthetic material.

8. Masonry elements and terra cotta surfaces that contribute to the character of a structure should not be painted or coated. Painting a brick surface is **not appropriate** unless the surface was previously painted.

9. New mortar should duplicate the original in strength, color, texture, and composition and match existing mortar joints in width and profile and composition of mortar.

10. Pressure washing can be done in limited areas to clean or remove an applied coating or staining. It is recommended that an inconspicuous area be tested on a low pressure setting prior to wholesale cleaning. Sandblasting is not recommended.

M. ARCHITECTURAL METALS

1. Architectural metal features **must** be compatible with the architectural character of the structure and **must** be congruous with the Pinehurst Historic District.
2. Architectural metal features such as copper, tin, brass, cast iron, wrought iron, lead, and terne plate that contribute to the overall character of a structure and a site should be retained and preserved.
3. If an architectural metal feature is completely missing and is to be replaced, it should be replaced with a new feature based on the original feature or a new design compatible with the scale, size, material, texture and color of the structure.
4. If a deteriorated detail, module, or element of an architectural surface or feature is to be replaced, only the deteriorated portion should be replaced in kind rather than the entire surface or feature. Compatible substitute material should match the original material in composition, dimension, size, shape, color, pattern, texture and profile, but using the original material is preferred.
5. Architectural metal surfaces and features should be painted in the Village of Pinehurst Color Palette, unless it is a copper surface.

N. PAINT

Paint color plays an important role in defining the special character of homes and structures in the Pinehurst Historic District. An appropriate color, when applied with complementary accent colors, can enhance a structure's architectural style and accentuate its defining features. Because of the variety of architectural styles in the Pinehurst Historic District, a range of color schemes are appropriate as described below.

1. Cottages and houses in the Colonial Revival style are usually painted white or soft colors such as gray or yellow with the trim painted a complementary color.
2. Craftsman bungalows, on the other hand, are characterized by a mix of exterior materials, including shingles, brick, and stucco, which may be stained or, in the case of brick, left unpainted. Any wood trim is usually painted white, gray, or an earth tone, to contrast with the darker wall materials.
3. The ornate style of Queen Anne Victorian houses permits the most exuberant use of color for decorative accents like brackets and the moldings of window and door surrounds.

DESIGN GOAL

A simple color scheme will allow the building's features to shine. Choose three colors: the most muted and palest color for the walls, a major complementary color for the trim, and a more intense minor accent color for the front door. Consider the roof material as the fourth color.

Muted colors of lighter value are suitable for walls and trim; intense colors and those of darker value should be limited to minor accents. The intensity of a color depends on the purity of hue; the value of a color depends on the amount of white mixed into the color.

The color scheme should be congruous with the paint colors on the surrounding properties.

The Village of Pinehurst Color Palette includes approved colors for the Historic District. Appendix D provides a listing of the approved paint colors with manufacturer reference numbers. The catalogue with samples is available for viewing at Village Hall.

√ Choose a simple color scheme. Most houses require no more than four colors:

- roof color,
- wall color,
- major accent color for trim areas such as porch, cornice, and window frames and sashes, and
- minor accent color for the front door, small decorative details, and, window sashes.

Color is directly related to a building's style. Color schemes for most buildings, regardless of style, usually require no more than four colors.

N. PAINT

In the case of most architectural styles, the following principles should guide the choice of color.

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.
2. Historic painted surfaces and materials that contribute to the character of the structure should be retained and preserved.
3. Replacement gutters and downspouts should be coated with paint or a baked-on enamel finish in the Village of Pinehurst Color Palette, unless they are made of copper.
4. Exterior storm windows should be the same color as the window sash or trim.
5. Painting copper and terra cotta surfaces is **not appropriate**.

PLEASE SEE APPENDIX D ON PAGE 69 FOR APPROVED PAINT COLORS.

IV. RESIDENTIAL NEW CONSTRUCTION

The following Guidelines apply to building new homes in the Pinehurst Historic District.

- Chapter A cites prevalent architectural styles of homes
- Chapter B describes general points such as scale, relationship to surroundings and color
- Chapters C and D address windows, doors and shutters
- Chapter E describes accessory buildings such as garages
- Chapter F outlines appropriate building materials

Review of Section III *Changes to Existing Residences* may provide additional guidance when designing the proposed project. Please consult Section VII *Site Features* for details on Guidelines for such features as fences, landscaping or lighting that may be relevant to new construction projects.

A. CHARACTERISTIC ARCHITECTURAL STYLES

DESIGN GOAL

The Village of Pinehurst is not frozen in time. It continues to evolve by:

- *Respecting the character-defining features of the Pinehurst Historic District when designing a new residence*
- *Promoting compatible new construction that blends comfortably with existing historic structures*
- *Showing respect for the site's topography and character defining site features*

Within the Pinehurst Historic District, the following seven architectural styles are prevalent for homes

STYLE	EXAMPLE
Craftsman Bungalow • Low–pitched roof • Wide eave overhang • Braces under gables • Porch with square or tapered columns • Stone chimneys • Gabled or shed dormers • Exposed rafters under eaves • Broad front porch	
Cottage • Sloping, uneven roof • Brick, stone or stucco siding • Steep gables • Prominent brick or stone chimney • Casement windows with small panes • Small dormer windows	

STYLE	EXAMPLE
Colonial Revival • Rectangular overall house shape • Gable or hip roof • Overhanging second floor • Classical pillars and columns • Multi-pane, double-hung windows with shutters • Dormers • Temple-like entrance: porticos topped by pediment • Paneled doors with sidelights and topped with transoms or fanlights • Chimneys	
Georgian Revival • Square, symmetrical shape • Paneled front door at center • Decorative crown over front door • Flattened columns on each side of door • 5 or more windows on house front façade • Paired chimneys • Medium-pitched roof • Minimal roof overhang • Nine or twelve small window panes in each window sash • Dental molding (square, tooth-like cuts) along the eaves	
Federal Revival • Hip or gable roof • Prominent end chimneys • Corner boards • 6 on 6 or 12 on 12 windows • Portico • Fanlight above door and side lights • Often brick or wood construction • Shutters	

STYLE	EXAMPLE
Queen Anne or Folk Victorian • Rambling, asymmetrical silhouette • Corner towers or turrets • Steep gable or hipped roof with dormers • Verandas and balconies • Contrasting materials and colors • Second-story overhangs • Gable ends decorated with half- timbering or stylized relief decoration • Ornate trim and brackets • Stained-glass window accents	
Ranch • Single story • Low pitched gable roof • Deep-set eaves	

B. GENERAL GUIDELINES

DESIGN GOAL

Scale is an important consideration in assessing whether an addition, accessory building, or new construction is congruous with the Pinehurst Historic District.

Several relevant factors are used by the HPC to assess scale including:

- Total square feet
- Height and square footage of the front or street facing façades
- Footprint
- Mass
- Impact on adjacent structures and the relationship to its immediate surroundings

The HPC considers all of these factors when determining approval or denial of an application.

New construction must not visually overpower adjacent structures.

1. New residential primary structures **must** be congruous in size, scale, proportion, style, materials, and architectural character with the range of existing structures within the Pinehurst Historic District.
2. All construction **must** be compliant with the Pinehurst Development Ordinance and adhere to the relevant Guidelines herein as appropriate to specific projects.
3. Color schemes should comply with the Village of Pinehurst Color Palette as described in Section III, Chapter N, PAINT, and should be compatible with the architecture of the structure.
4. Detailing on new primary structures should be compatible with its overall architectural style.
5. On the front and street facing elevations, posts and columns should be of dimensions, shapes and styles that are compatible with the architecture and size of the main structure.
6. Roof forms should be congruous with the Pinehurst Historic District.
7. A simple roofline frequently features gable, gambrel, or hip roof forms.

Did You Know?

Traditional, turn-of-the-century homes typically had simple, pitched rooflines to minimize leaks. Simpler rooflines contribute to a harmonious streetscape in Pinehurst and are less expensive.

DESIGN GOAL

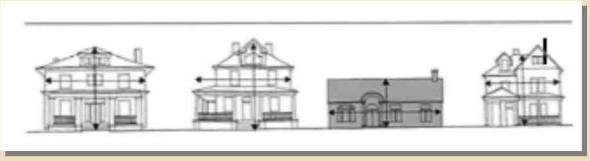
The houses to the right have the same floor plan. The one on the far right with multiple pitches may seem more interesting, yet the roofs serve no purpose to support the structure. The house on the left reflects a simple, well-proportioned house that is compatible with the Pinehurst Historic district.

Preferred

A well-proportioned design with simple lines

Not Recommended

A house with overly decorative, complex roof lines

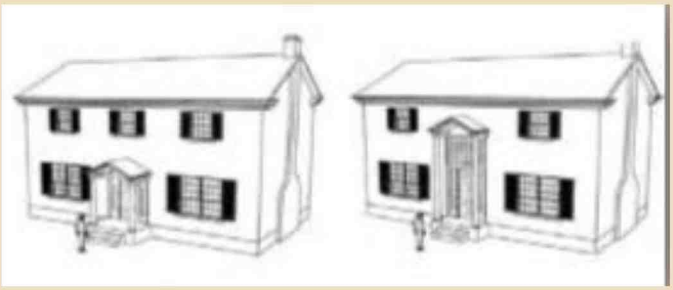


DESIGN GOAL

While variety has value, residences too large or too small will appear out of place and scale when compared to nearby homes.

DESIGN GOAL

The proportions of a front porch should be compatible in size and scale with the structure.



C. WINDOWS AND DOORS

1. Window and door openings **must** be congruous with other primary structures in the Pinehurst Historic District in terms of proportion, shape, position, location, pattern, and size.
2. Windows should feature true divided or simulated divided lights and muntins or windows with interior fixed muntins. Snap-in muntins are **not appropriate.**
3. Glass block windows are **not allowed** on street-facing elevations.
4. Applying paint, tint or darkening film to window or door panes is **not appropriate** on street-facing elevations.
5. Sliding doors are **not allowed** on street-facing elevations in the Pinehurst Historic District.

Did You Know?

In early construction, taller windows were more economical to build. A narrower window meant a smaller lintel (the extra wood in framing on the top of a window to support the wall above) and therefore less money. Tall, rather than horizontal windows, also provide a better chance of catching the movement of the sun.

DESIGN GOAL

Vertical windows are usual in the Historic District.

A house with all horizontal windows

A house with vertical windows

D. SHUTTERS

1. Shutters **must** be congruous with existing shutters in the Pinehurst Historic District in style, material, design, and color.
2. Shutters should be wood or have the appearance of wood in composition and texture, and be appropriately mounted. Operable shutters are recommended.
3. Each shutter should be equal to the height of the window opening and one half the width.
4. Shutters on arched windows should match and have an arched head as well.

Did You Know?

Historically shutters were operable and often used to block light while letting in air. Pre-air conditioning, old houses always had space on both sides of the window for the shutter to be locked open, and shutters were sized to completely cover the window and sit within the window frame.

DESIGN GOAL

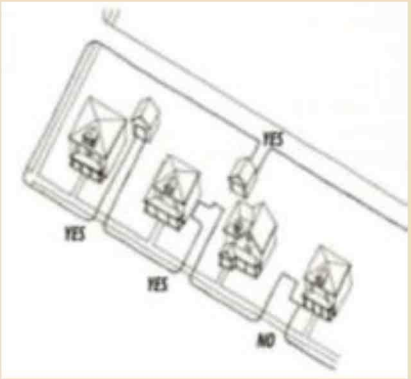
Use the "shutter rule". Whether or not a structure has shutters, make sure there is space on each side of the window for shutters of appropriate dimensions. Shutters that are too narrow to cover the window often appear skimpy and detract from the facade.

E. ACCESSORY FEATURES AND STRUCTURES

1. All proposed site features and accessory buildings, including garages, and other buildings, as well as other structures such as gazebos, patios, arbors, and pergolas, **must** be compatible with features of the principal structure and **must** be congruous with other accessory structures in the Pinehurst Historic District.
2. Accessory buildings **must** be equal or lower in height than the primary structure and the roof should have an equal or lower slope than the primary structure.
3. Multiple front-facing garages that dominate the façade are **not appropriate** in the Pinehurst Historic District.
4. Attached garages should not be prominent on the street-facing elevation and should be set behind the front facade of the primary structure. Every effort should be made to position garages so that the garage doors open to the rear or side of the dwelling.
5. Detached garages and other accessory buildings for new residential construction **must** be set behind the front facade of the primary structure.
6. Detached garages should be positioned so that the garage doors open to the rear or side of the residence when possible.
7. A garage that opens toward the front should be set back at least 10 feet from the front elevation of the residence.

DESIGN GOAL

The garages are set back in both examples, including an alley entrance.



F. BUILDING MATERIALS

1. The predominant materials and finishes for proposed new primary structures **must** be congruous with the historic materials and finishes in the Pinehurst Historic District in terms of composition, scale, pattern, detail, texture, finish, and color.
2. Clapboard, stucco, brick, stone, wood, shingles, or combinations of these are some of the characteristic materials in the Pinehurst Historic District and are recommended.
3. The following materials and treatments are **not permitted** for new residential construction in the Pinehurst Historic District.
    a. Asphalt or asbestos siding or shingles, including those stamped or embossed with a brick or stone pattern, for walls
    b. Sheets of plywood siding
    c. Vinyl or aluminum siding
    d. Plastic, sheet metal, or a similar material used as siding or panels
    e. Any treatment of material that imparts a glossy or reflective finish to the material
    f. Concrete, cinderblock, or glass block.
    g. Boxed chimneys

Please also note the guidelines in Section III for existing materials when considering your project. There are also many tips and helpful treatments available in the Secretary of the Interior's Standards for the Treatment of Historic Properties.

V. CHANGES TO EXISTING COMMERCIAL STRUCTURES

The following Guidelines apply to proposed projects that change or renovate exterior facades of existing commercial structures in the Pinehurst Historic District.

- Chapter A describes general points about preserving facades and architectural details
- Chapter B describes similar details for storefronts
- Chapter C addresses signage and awnings
- Chapter D reviews additions as well as free-standing kiosks

Directions on building elements and building materials as reviewed in Section III *Changes to Existing Residences* will provide additional guidance regarding the proposed project. Please consult Section VII *Site Features* for details on Guidelines for such features as fences, landscaping or lighting that may be relevant to an addition or renovation project.

A. GENERAL GUIDELINES

1. Any changes or additions to a commercial building, including alterations in roofline, fenestration, architectural details, and materials, **must** be compatible with the architectural character of the structure and **must** be congruous with the Pinehurst Historic District.

2. Commercial buildings and their facades, including fenestration and architectural details such as cornices, string courses, wall finishes, pilasters, and other decorative elements, should be retained and preserved.

3. Covering wall material, including wooden siding, wooden shingles, stucco, brick, and stonework, with coatings or materials such as vinyl or aluminum siding, is **not appropriate**.

4. Paint colors should be in the Village of Pinehurst Color Palette.

5. If a portion of or the entire facade element has deteriorated, only the deteriorated section should be repaired and replaced in kind or with compatible substitute materials.

6. Clear display glass should not be replaced with non-transparent or tinted materials.

7. Wall murals are **not permitted** in the Pinehurst Historic District.

B. STOREFRONTS

1. Any changes or additions to the storefront or facades of commercial buildings **must** be compatible with the architectural character of the structure and **must** be congruous with the Pinehurst Historic District.

2. Storefronts should be retained and preserved along with their functional and decorative features, including entrances, display windows, transoms, bulkheads, pilasters, columns, signs, awnings, upper story windows, cornices, and details.
3. Deteriorated storefront feature(s) should be repaired rather than replaced and should match the original in size, scale, proportion, material, texture and detail.
4. If replacement of the entire storefront is necessary, the new design should be based on the original or a design that is compatible in size, scale, proportion, material, texture and detail with the building.
5. Display windows should not be reduced in size.
    a. Snap-in muntins are **not appropriate**.
    b. Reopening covered or infilled glass transoms is recommended.
6. Substitution of inappropriate contemporary materials such as vinyl or aluminum panels for traditional materials is **not appropriate.**

C. AWNINGS

1. Awnings mounted above display windows **must** be compatible with the architectural character of the building and **must** be congruous with the Pinehurst Historic District. Any lettering should be placed along the bottom flap only.
2. Awnings should be compatible with the colors of the structure and should be in the Village of Pinehurst Color Palette.

D. ADDITIONS

1. Additions to commercial buildings **must** be compatible with the architectural character of the structure, including significant materials, features, fenestration, texture, proportions, mass, and scale and **must** be congruous with the Pinehurst Historic District.
2. Only minor changes should be made to public or primary elevations. To minimize the loss of materials and features, additions should be placed on secondary elevations.
3. Additions should be avoided on primary elevations and placed in the least conspicuous location.
4. Rooftop additions should be avoided but, if necessary, they **must** be compatible with the character of the building.

VI. COMMERCIAL NEW CONSTRUCTION

The following Guidelines apply to building new commercial structures in the Pinehurst Historic District.

- Chapter A describes typical architectural styles found among businesses in the Village Center
- Chapter B describes general points such as scale, building materials, windows and roofs
- Chapter C defines use of franchise architecture
- Chapter D details provisions for utilities and service areas

Direction on building elements and building materials as described in Section V: Changes to Existing Commercial Structures, may provide additional guidance regarding the proposed project. Please consult Section VII Site Features for details on Guidelines for such features as signage, landscaping or lighting, as well as the Pinehurst Development Ordinance, which may be relevant to new commercial construction projects.

DESIGN GOAL

Design of a new commercial, mixed use, or multi-family structure should:

- Respect the historic development pattern in the Village of Pinehurst
- Establish a sense of human scale
- Reflect typical historic lot and building widths

If a new building is wider than was historically typical, it should incorporate design features that divide the structure into smaller modules to suggest the underlying historic lot pattern.

A. CHARACTERISTIC COMMERCIAL ARCHITECTURAL STYLES

Within the Pinehurst Historic District, two typical styles are found for commercial structures

1. Brick, one or two-story historic storefront
2. White clapboard, one or two-story Colonial or Greek Revival buildings

Property owners are encouraged to consider selecting one of these styles as they contemplate new commercial construction projects.

2 Story Colonial Style

Greek Revival Style

B. GENERAL GUIDELINES

1. New commercial construction **must** be congruous with the existing commercial buildings in the Pinehurst Historic District and should follow the architectural tradition of one and two-story structures.
2. New commercial construction should reflect the character of existing commercial buildings in the Pinehurst Historic District in terms of human scale, fenestration, articulation, massing and materials.
3. Windows should be of similar styles found on existing commercial buildings in the Pinehurst Historic District.
4. Glass curtain walls, reflective glass, and painted or darkly tinted glass are **not permitted.**
5. Facade materials should consist of brick, shake, wood clapboard, or a similar compatible substitute material.
6. Entrances should reflect the character found on existing commercial buildings in the Pinehurst Historic District.
7. Roof forms should be congruous with those on existing commercial buildings in the Pinehurst Historic District.
8. New buildings should be painted in colors that are in the Village of Pinehurst Color Palette.

DESIGN GOAL

Reflect typical historic lot and building widths.

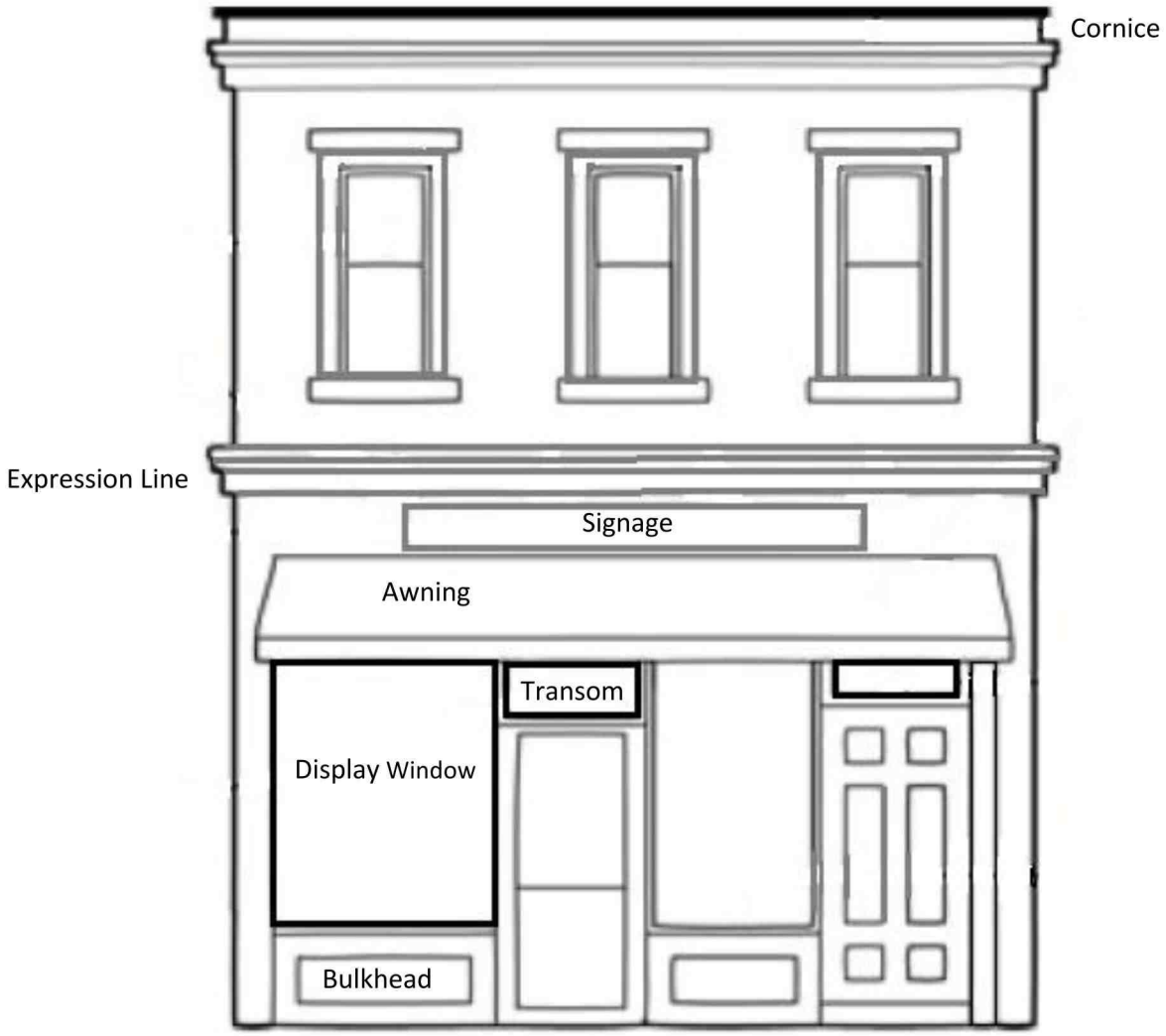
A new building should incorporate design features that divide it into smaller modules. Changes in building height and materials, as well as architectural moldings and wall offsets can be used to express typical historic building widths to help a larger structure fit into the surrounding historic context.

DESIGN GOAL

Establish a sense of human scale

A building's overall design and its architectural parts relate to human dimensions and proportion with the use of design features – windows, awnings, balconies – that visually delineate human-scale spaces. Pedestrians experience a series of stimulating, appropriately scaled locations.

A typical storefront



DESIGN GOAL

The street-level storefront is the most noticeable portion of a commercial building's facade. Its function is to:

- Allow goods to be displayed to the public
- Provide daylight to the shop interior
- Offer a welcoming entry for shoppers

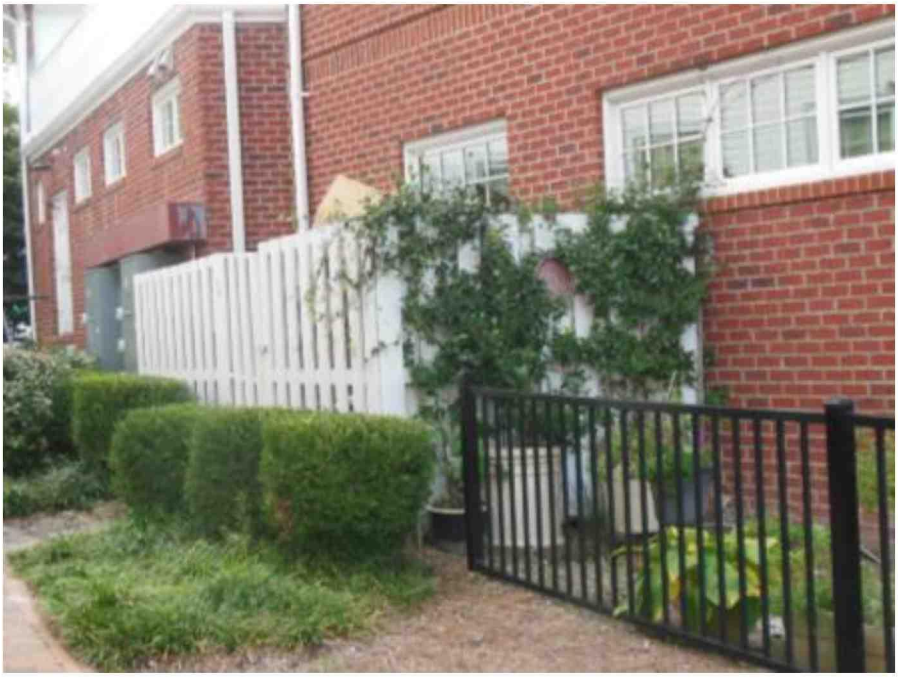
These functions rely on large glass display windows, glass transoms, and doors to make the storefront transparent. Distinctive entry paving, bulkheads of contrasting material, decorative storefront cornices, awnings, and other features often add architectural interest to a storefront.

C. FRANCHISE ARCHITECTURE

1. Franchise or prototype architecture **must** comply with guidelines for new commercial construction.
2. ATMS and Kiosks should be designed in a way that does not obscure a character defining feature of the building.
3. Freestanding ATMS and Kiosks should be placed in a location that does not disrupt the historic streetscape.

D. UTILITIES AND SERVICE AREAS

1. All roof and wall-mounted mechanical, electrical, skylights and solar panels, as well as vent pipes, **must** be screened from the public view.
2. Required service areas for a building should blend with the building and be screened so that they do not draw attention to the functionality of the area.



Screened commercial utility area

VII. SITE FEATURES

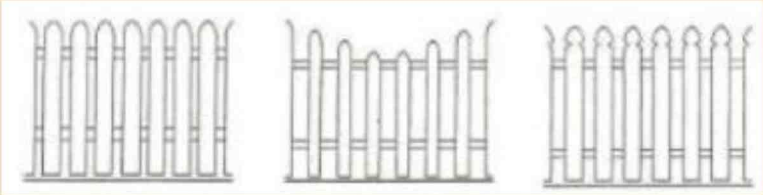
The Site Features Guidelines apply to proposed projects whether changes to existing residences or commercial buildings in the Pinehurst Historic District, or new residential or commercial construction in the Pinehurst Historic District.

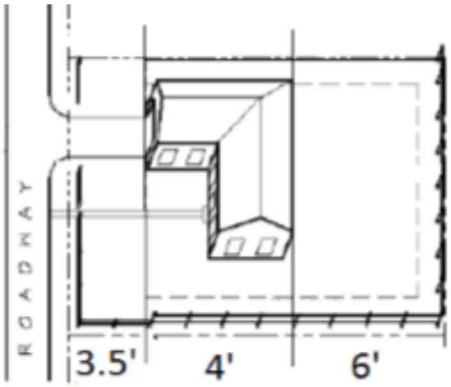
- Chapter A details fences and walls including building materials and specifications
- Chapter B addresses driveways and off-street parking provisions
- Chapter C describes appropriate landscaping and vegetation
- Chapter D lists provisions for swimming pools
- Chapter E addresses both residential and commercial signage
- Chapter F addresses Micro-wireless facilities
- Chapter G describes provisions to meet health and safety code requirements

A. FENCES AND WALLS

1. The Village of Pinehurst traditionally considers streetscapes as a community asset, one that provides open views and vistas and creates a natural setting. Front yard fences are not recommended, but if fencing is desired, the resulting fence **must** be compatible in style, material, decorative elements, and features such as gates, pillars, and hardware, with the character of the Pinehurst Historic District.
    a. Historic fences and walls that contribute to the character of the Pinehurst Historic District should be retained and preserved.
    b. All architectural features that are character-defining elements of existing fences and walls, including gates, pillars, hardware, decorative pickets, and rails should be retained and preserved.
2. If repair or partial replacement of an existing fence or wall is necessary, new material should match the existing material in composition, size, shape, color, pattern and texture if available. If a non-conforming fence is replaced, the replacement **must** comply with the Pinehurst Historic District Guidelines and the Pinehurst Development Ordinance.
3. Residential street side fences should be wood picket, brick or wrought iron or metal (aluminum) that resembles wrought iron.
    a. White wood picket fences are the preferred residential street-facing fence type.
        i. New picket fences should be substantially open in character. The pickets should not be less than two inches nominal nor wider than four inches nominal, with a minimum of two inches (see PDO) and a maximum of four inches between pickets, and pickets **must** be at least one inch nominal thickness.
        ii. II. All other wooden fences should be stained, painted, or have a clear finished coating. Painting, staining or other finish **must** be completed within six (6) months of installation.
    b. Metal fences should be painted to resemble wrought iron.
    c. Brick and stacked stone walls are permitted.
    d. Existing unpainted brick walls or fences should not be painted or otherwise coated.
    e. Vinyl is **not permitted** and chain link fencing is not recommended on residential properties.

4. When measuring fence dimensions, consider all fence elements including posts.
    a. Fences on the rear of the property **must not** be taller than six (6) feet in height from the back corner of the house, and side yard fences **must not** be taller than four (4) feet.
        i. An exception is to screen a private residence from a commercial or institutional building or parking lot. In this case, the screening fence **must not** extend beyond the front corner of the structure.
        ii. Fences **must not** be placed on a golf course or lake fronting side of a property, unless required to fence in a pool.
    b. Brick and stacked stone walls on the street sides of the property **must not** be taller than two and a half (2.5) feet in height.
    c. Shadow box fences **must** have vertical board width of not less than four inches nominal and not more than ten inches nominal with a maximum overlap of one inch, and boards **must** be at least three-quarter (3/4) inch nominal thick.
    d. Solid wooden fences are **not permitted** in the Pinehurst Historic District.

Examples of appropriate wooden picket fences for the Historic District.	



Fence Height Limitations

B. DRIVEWAYS AND OFF-STREET PARKING

1. The historic configuration and materials of existing driveways and alleys should be retained and preserved whenever possible.
2. New driveways should be located so that a minimum of alteration to historic site features, such as landscaping, walkways, and retaining walls, is necessary.
3. Existing mature trees on the property should be incorporated into new street-front parking areas whenever possible, and new trees introduced to re-establish the tree canopy over time.
4. Commercial off-street parking areas should not be located in front yards or rights-of-ways.
5. Concrete driveway color should be earth-tone tints or coloring that blends with the natural environment in which the property is located.

C. LANDSCAPING AND VEGETATION

1. Additions or alterations to the existing landscape, including plant material, hardscape, and accessory structures, **must** be compatible with the architectural character of the primary structure and congruous with the Pinehurst Historic District.
2. Landscaping that contributes to the character of the Pinehurst Historic District should be retained and preserved as much as possible.
    a. Specific landscape features that are character-defining elements of the Pinehurst Historic District, including large trees, hedges, foundation plantings, grassy lawns, ground cover, trellises, patios, terraces, fountains, and gardens, should be retained and preserved as much as possible.
    b. Trees and shrubbery characteristic of the Pinehurst Historic District and native to the Pinehurst area should be preserved if possible.
    c. Please refer to the Village Planting Guide for a list of plants that will thrive in this, their native environment. The full guide with the cover depicted below can be found on the Village of Pinehurst website.
3. Existing large trees and other significant landscape elements should be incorporated into plans for additions and new construction.
    a. Existing brick and stone pavers should be preserved.
    b. Edging materials that are incongruous with the character of the Pinehurst Historic District, such as exposed landscaping timbers, are **not appropriate**.
    c. Pre-cast landscape cement block of a commercial nature are **not appropriate** in residential areas.
    d. Arbors, trellises, and pergolas should be constructed in a manner that is compatible with the architecture of the primary structure.
4. Removal of trees twelve (12) inches in diameter at breast height (DBH) and larger **must not** unreasonably compromise the existing tree canopy and the historic appearance of the landscape.
    a. New construction should minimize the impact on existing mature trees and their root systems, both on and adjacent to the construction site, including additions, driveways, and accessory buildings.
    b. Tree removal within the Village's right-of-way is regulated Village Staff. Please call (910) 295-1900 to arrange a site visit.
5. Mechanical equipment such as air conditioners or heat pumps, should be located on non-character- defining elevations of the structure whenever possible. These systems should be screened by the use of planted material or appropriate fencing if they are easily visible from the street.
6. Clay paths were an important part of the planned community design that renowned landscape architects Frederick Law Olmstead, Sr. and Warren Manning created and implemented. These paths are located within the Village of Pinehurst right of way and **must not** be altered without permission of Village Staff.

1920s Photo of clay paths and street-scaping

D. SWIMMING POOLS

1. New in-ground swimming pools **must** be congruous with the landscape of the Pinehurst Historic District.
2. In-ground swimming pools **must not** be easily visible from the street.
3. Above ground pools are **not permitted** in the Pinehurst Historic District.

E. SIGNAGE

Early photographs of the Village of Pinehurst's commercial district show a great variety of commercial signs, some of which may serve as prototypes for new commercial signage. Occasionally, an antique sign may even be restored for contemporary use. Awnings provide an opportunity for commercial signage, as do storefront display windows and transoms. Gold leaf, for example, on windows and signage is a simple way to make existing and new signage more congruous with the Pinehurst Historic District.

DESIGN GOAL

While all signage **must** conform to the requirements of the Village of Pinehurst Development Ordinance, below are additional considerations to encourage signage plans that contribute to the "sense of place" of the Pinehurst Historic District.

- Signs should be viewed as part of an overall graphics system for the building. They do not have to do all the "work" by themselves. The building's form, name and outstanding features, both decorative and functional, also support the advertising function of a sign. Signs should work with the building, rather than against it.
- New signs should respect the size, scale and design of the historic building. Often features or details of the building will suggest a motif for new signs.
- Sign placement is important: new signs should not obscure significant features of the historic building.
- New signs should also respect neighboring buildings. They should not shadow or overpower adjacent structures.
- Sign materials should be compatible with those of the historic building. Materials characteristic of the building's period and style, used in contemporary designs, can form effective new signs.
- New signs should be attached to the building carefully, both to prevent damage to historic fabric, and to ensure the safety of pedestrians. Fittings should penetrate mortar joints rather than brick, for example, and sign loads should be properly calculated and distributed.

1. Significant historic signs within the district or landmark properties should be preserved and maintained.
2. Original signage incorporated into the architectural detail of commercial buildings should also be preserved.
    a. Signs in the Village Center and other commercial areas can reflect the era and the character of the building and the Pinehurst Historic District. They can also incorporate contemporary design and materials if their scale and location are historically appropriate.
    b. Signage on residential and commercial buildings **must be** congruous with the Pinehurst Historic District.
3. Signage color should be in the Village of Pinehurst Color Palette and should be muted in hue.
    a. New signage should be composed of materials characteristic of the Pinehurst Historic District, such as wood, stone, or metal. Any substitute materials should present an authentic look and texture.
    b. New signage should reflect the character of the Pinehurst Historic District.
4. Signage **must** be attached in a manner that does not cause permanent damage to the facade of the structure. Flush-mounted signs should be installed in appropriate locations that do not conceal architectural features or details.

F. INSTALLATION OF SMALL/MICRO WIRELESS FACILITIES

Introduction of new telecommunications facilities may be needed to accommodate the growing demand for wireless telecommunications services. These facilities should have minimal visual aesthetic impacts and preserve the special character of the Pinehurst Historic District. The following guidelines apply to the installation of such facilities within the Pinehurst Historic District including right-of-ways and alleys.

1. All installations **must** comply with the requirements of the PDO in order to be considered for a Certificate of Appropriateness (COA) in the Pinehurst Historic District.
2. All new facilities, including those added to existing structures and poles, **must** be congruous with the special character of the Pinehurst Historic District.
3. All new poles or structures **must** be compatible in design, materials, height, and scale with existing street lighting and traffic light installations in the Pinehurst Historic District.
4. Such facilities **must not** be installed on flagpoles.
5. Wherever possible, these facilities should be located on existing structures.

G. ACCESSIBILITY, HEALTH AND SAFETY

1. Accessibility, health and safety code requirements should be met in ways that do not diminish character defining features, materials, and details of the building or site and implemented such that character-defining features are preserved.
2. Changes to a building, accessibility and life-safety code characteristics or features **must not** compromise the building's character.
3. Fire doors, exterior fire stairs, access ramps, or elevator additions should be designed to be compatible in character, material, scale, proportion, location, detail and finish with the building and existing doors.

VIII. RELOCATION AND DEMOLITIONS

Relocations and demolitions are approved by the Historic Preservation Commission for properties within the Pinehurst Historic District.

A. RELOCATIONS

1. Relocation of a primary structure or important accessory building within the Pinehurst Historic District will be considered only when all other preservation options have been exhausted.
2. Before any existing primary structure within the Pinehurst Historic District may be moved or relocated, its original setting and context should be fully documented. Please consult with Village Staff.
3. Guidelines for new construction apply to all structures moved into or within the Pinehurst Historic District including primary structures, or accessory buildings.
4. Any damage to character-defining elements and significant architectural features during relocation should be repaired.

B. DEMOLITIONS

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.
2. Demolition guidelines apply to all structures and site features such as pools and gazebos within the Pinehurst Historic District.
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.
4. Salvageable architectural materials and features should be identified along with potential buyers or recipients of salvaged materials.
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.
6. After demolition, all debris **must** be removed from the site within 30 days.

APPENDICES

A. History of Pinehurst

B. Map of the Pinehurst Historic District

C. Certificate of Appropriateness Checklist

D. Village of Pinehurst Color Palette

E. Village of Pinehurst Planting Guide

F. Relevant Statues and Resolutions

- North Carolina Statute for Historic Districts and Landmarks
- Village of Pinehurst Resolution Creating the Pinehurst Historic District
- Village of Pinehurst Resolution Creating Historic Preservation Commission

G. Resources

- The Secretary of the Interior's Standards for Rehabilitation
- Resources for Technical Information from the National Park Service
- Preservation from the National Park Service

H. Glossary

A. History of Pinehurst

Development of Pinehurst 1895-2018

The Village of Pinehurst today retains its historic character as a golf resort due to the careful preservation of original structures from the late 19th and early 20th centuries and the cultivation of its lush landscape. The core of wooded village green, hotels, shops, churches, and cottages spreads outward along curving and concentric roads to include the larger estates of the 1910s and 1920s. Throughout, mature landscaping envelops the various parts into a unified whole. On the south side of the village, manicured golf courses, tennis courts, a swimming pool complex, and an equine sports facility provide the physical setting for the resort's primary recreational activities.

1895

Pinehurst began in 1895 when James Walker Tufts, a manufacturer from Boston, Massachusetts, and head of the American Soda Foundation, purchased the first parcel of land for his health resort in the Pine Barrens of North Carolina. He had long envisioned a beautiful, healthful, New England-style village, where those suffering from respiratory and other ailments, could come with family and friends to recuperate in the land of sparkling water, abundant sunshine, and oxygen-producing pine trees.

For his project, Tufts ultimately assembled 5,980 acres of mostly cut timber lands at a cost of $7,400. While he was still acquiring the land, he hired the Brookline, Massachusetts-based landscape architecture firm of Olmsted, Olmsted and Eliot to create a "General Plan for the Village of Pinehurst and a Diagram for the Location of Hotel and Cottages." Though Frederick Law Olmsted, Sr. was responsible for the conceptual plan, the major design work and implementation were carried out by one of Olmsted's assistants, Warren H. Manning. Manning was involved from the beginning and continued to work with Pinehurst for several decades, as well as to advise numerous property owners on their own private cottage grounds and gardens.

Manning himself described the landscaping task at Pinehurst in an article for the December 10, 1897 issue of The Pinehurst Outlook. The site selected for the village was characterized by "wide sweeping slopes and valleys that suggested a broad treatment and required a curvilinear system of roads." The central feature was "the Village Green, located in a broad, shallow amphitheater-like valley and designed to be the heart of the village, with the inn, the hall, the store and casino sites at its head on the main street and along the line of the electric tracks. The homes for the residents were along the sides of the green and on the streets radiating from it."

By December of 1895, Tufts had built the Holly Inn and more than 25 cottages. For the 1897 season, a total of 38 cottages and boarding houses had been built, in addition to the Department Store, the Casino (where meals were taken for a modest fee), the old Village Hall, the school building, and the Pinehurst Museum. In 1900, the Carolina Hotel was built and it comprised a major addition to the architecture of the village. All these early buildings display a combination of Queen Anne and Colonial Revival architectural styles that were typical of the time. The early cottages were well-built and tasteful, but not lavish, for the Tufts were marketing their health resort to a middle- class clientele. Buildings were predominantly wood frame, and many were clad in wood shingles to create the ambience of a New England village in the North Carolina Sandhills. Thirty- two of the original cottages survive.

Along with the Tufts' aggressive program of building, the implementation of the Olmsted landscape design transformed the village center into an "oasis in the desert." During the first two years, a nursery of exotic and native plants was established and more than 225,000 plants were set out, the majority of which were native materials. Evergreens and winter flowering shrubs were used primarily to create a green village in the winter. Today, pines, hollies, magnolias, laurels, and a range of evergreen shrubs fulfill the requirements.

In 1897 Tufts had to scrap his plan for a health resort as a result of new research on consumption and by the end of the 1897 season, he had banned consumptives from the property. As a result, the focus of the resort shifted to recreation and

led to the construction of the golf links and golf club house on the south side of the village. In the fall of 1900, golf course architect Donald James Ross came to Pinehurst and took over the golfing operations, a position he would retain until his death in 1948. He worked constantly to improve the courses according to new theories and methods and today Course No. 2 survives as one of the best preserved Ross-designed courses in America.

1900s and 1910s

In the following decades Pinehurst continued to grow at a rapid pace under the guidance of James Tufts and, and after his death in 1902, his son Leonard Tufts took over the management of the Village. In the 1900s and 1910s, the majority of building was done in the Village core by Tufts. Winter guests rented cottages for the season or, if coming for a shorter visit, would stay in the many hotel rooms and boarding houses in the Village. However, as Pinehurst continued to establish itself as an ideal winter resort, adding more golfing opportunities, a harness track, and other recreational elements, the nature of development changed. By the mid-1910s and throughout the 1920s, the Olmsted plan of curving streets spread to the west of Beulah Hill Road where properties were larger and substantial homes were built by private owners in a variety of architectural styles. Such designs were in contrast to the earlier and more modest cottage construction completed under the Tufts' supervision. Also in the 1920s, Midland Road was built as the first divided two lane highway in the state, and houses extended eastward along this landscaped boulevard. In 1922, the Pinehurst Country Club was greatly enlarged and remodeled, taking on a Mediterranean feeling with its rough concrete walls, varied roof forms, and a terrace with Tuscan colonnade overlooking the golf courses.

1930s

Events in the 1930s further cemented Pinehurst's role in American golf and gave the resort a much needed boost during the Depression. In 1935, the resort installed its first grass greens (the earlier greens had been sand) and in the fall of 1936, the Professional Golfers' Association of America (PGA) was played on Pinehurst No. 2. The PGA tournament and the North and South Opens were important steps toward positioning Pinehurst as a venue for major professional events in the future.

Despite the drop in the resort business during the 1930s, Pinehurst emerged competitive with other resorts in the southeast that had similarly modernized courses, with watered fairways and grass greens. The war years brought another round of challenges to the Village generally and to golf in particular, which was thought to be a frivolous activity in wartime. Because of its proximity to Camp (later Fort) Bragg, Pinehurst was threatened with an influx of military troops in need of housing. The Village inns and hotels were never occupied, but the surrounding area was more than once the site of massive U.S. Army maneuvers.

Post World War II

In 1945, Pinehurst celebrated its 50th anniversary. In 1946, Richard Sise Tufts, who had been given responsibility for managing the resort by his father Leonard, announced a series of changes. At the center of these modifications was a reorganization of the company's stock and a restructuring of company management. As a result of these changes, Donald Ross resigned. Ross was one of the cohort of men who had run the resort for four decades after the death of the founder, James Walker Tufts. Leonard Tufts had died a year earlier in 1945. Ross himself died in 1948. Finally, Frank Maples, superintendent of the golf courses and a Pinehurst employee since 1902, died in 1949.

Between 1948 and 1960, Pinehurst continued to operate as a seasonal resort; hotels, golf courses, and stores were open only during the season, from late September through May. The resort lifestyle was reflected in the activities of villagers, including sporting events and social gatherings, and in the building that was resumed during the post-war years. Most homes were built northeast of the Village along Midland, Page, and Everette Roads. They were designed by architects who, like their owners, were knowledgeable about popular styles, though many still incorporated elements of the New England architecture favored by Tufts. A handful of homes were also constructed in an employee housing neighborhood on Medlin and Kelly Roads.

Also during this era, the number of full-time Village residents increased, which required the construction of a public school on Kelly Road and public recreational facilities such as parks, swimming pools, and a library. To handle the increased volume of traffic in the area, the traffic circle was constructed in the mid-1950s at the junction of Highways 15/501, NC 211, and NC 2. In addition, more of the Village's inns remained open during the summer months and added amenities like air conditioning and their own swimming pools.

The Diamondhead Years

Effective December 31, 1970, the Diamondhead Corporation became owners of the Pinehurst Resort. The $9.2 million purchase price included the Carolina Hotel, the Holly Inn, the Pinehurst Country Club, five golf courses, the garage, race track and stables, service facilities, and several thousand acres of undeveloped land surrounding the resort. In Diamondhead's plans for making improvements to the property, the difference between their vision for the resort and that of the Tufts became clear.

By the 1970s demand for housing in Pinehurst was high and homes located on the edges of golf courses, a concept that was in practice in other fashionable resorts in the country, were highly desirable.

Diamondhead's management chose to cut away areas between the greens and develop them as subdivisions for condominiums and single family homes. This pro-development approach was intensified by the systematic selling off of the thousands of "buffer" acres that surrounded the Village and the resort. These lands were sold off in large tracts and developed as sizable subdivisions. As a result of these development choices, and the loss of vast open spaces, the face of Pinehurst was forever changed.

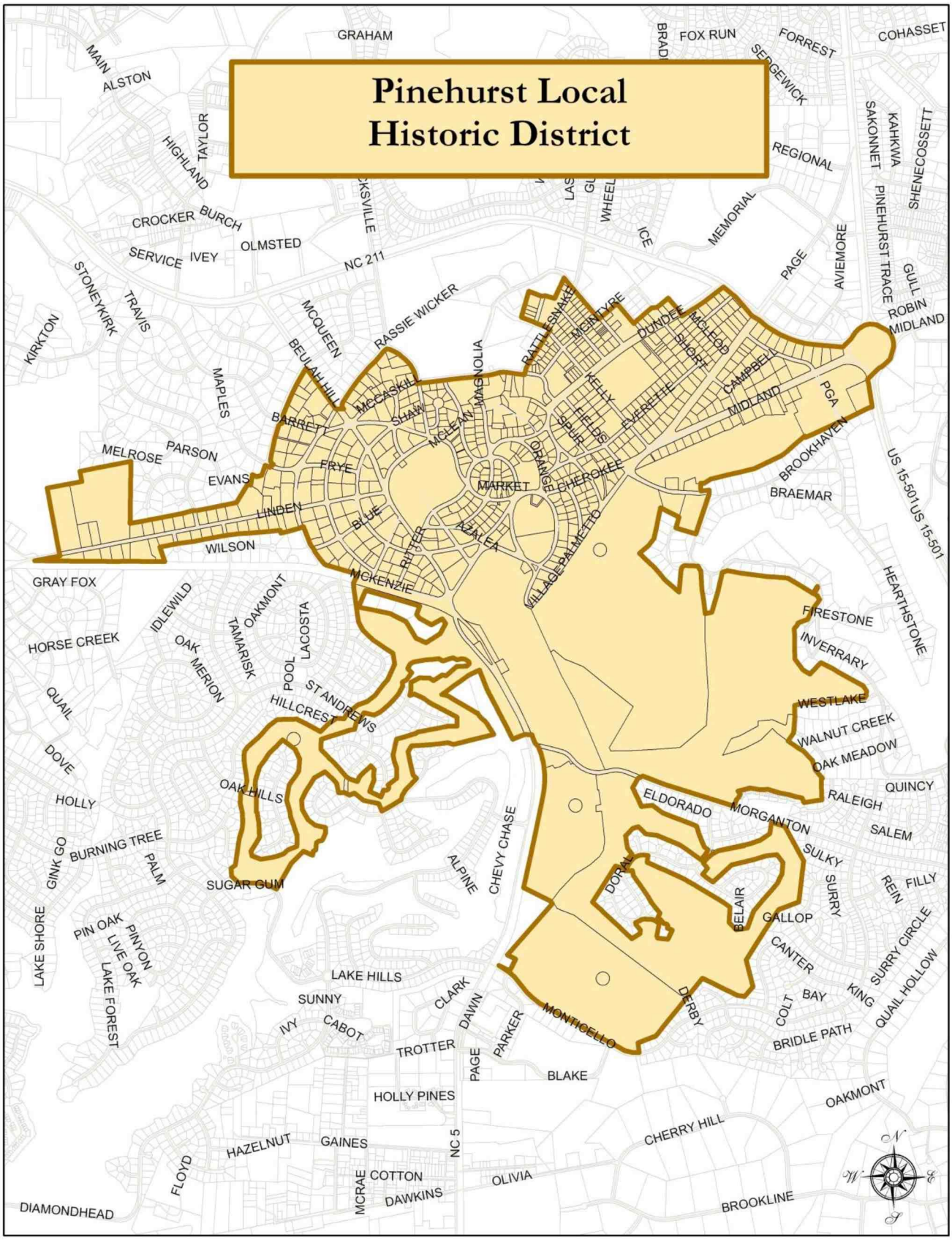
An opposition movement of residents who were unhappy with Diamondhead's pro-growth strategies and changes to beloved golf courses and traditions led to a suit and court settlement in 1973. Essentially the "Settlement Agreement" gave the residents some power to control Diamondhead by establishing rules for land use and construction. However, not until 1980 did Pinehurst become incorporated as a municipality by order of the state Municipal Board of Control. For good measure the Board also drafted a Charter under which the Village would operate.

ClubCorp to Today

As Diamondhead slowly lost control of the Village and alienated many long-time residents, it was also failing economically. In 1984, the resort was purchased by ClubCorp of America (CCA), a corporation that managed resorts and clubs, with very different priorities from Diamondhead. Once again Pinehurst was "back in the resort and golf business," and out of the real estate business. The creator and chief executive of ClubCorp was Robert Dedman, who built his management business to operate and, in some cases own, approximately 200 country clubs, golf courses, and other private clubs and resorts. Under Dedman, Pinehurst became CCA's premier property. Facilities like the Carolina Hotel and Holly Inn were modernized and restored to their former glory. Two new golf courses were added. Finally, professional events returned to Pinehurst No. 2, including the PGA in 1991 and 1992, the U.S. Seniors Open in 1994, and the Men's U.S. Open Championship in 1999, 2005, and 2014, as well as the Women's U.S. Open Championship in 2014.

The man who had done the most to restore Pinehurst after the Diamondhead era, Robert Dedman, died in 2002. ClubCorp itself was sold in 2006, but Pinehurst remained in the Dedman family. Today Robert Dedman, Jr., continues his father's legacy as CEO and owner of the Pinehurst resort.

B. Map of the Pinehurst Historic District



C. Certificate of Appropriateness Checklist

Figure 2: Checklist

- ☐ Completed Local Historic District Application with detailed explanation of proposed project and material/color list
- ☐ If proposed project is considered Minor Work, staff can approve and only 1 copy is needed
- ☐ If proposed project is considered Major Work, the HPC must approve and 10 copies are needed to be submitted 3 weeks prior to the scheduled meeting. Reduced sized drawings (11”x17”) are acceptable if they are legible. The HPC generally meets on the 4th Thursday of each month.
- ☐ Sketch/site plan including setbacks, right-of-ways, existing structures, impervious calculations (if applicable) and proposed work – For projects including fences, decks/patios, additions, etc.
- ☐ Existing features and details – Include current photos especially of relevant views and details.
- ☐ Building materials, product information sheets and color samples (may include photographs, brochures, etc.)
- ☐ Samples of significant materials proposed in the project, i.e., roofing, siding, windows, doors, brick/stone, composite material, etc.
- ☐ Supplemental documentation supporting the proposed project(s) including structural issues, damaged features, historical documentation, etc.
- ☐ Letter from owner acknowledging this application, in the case of submission by an applicant or lessee (an email will be accepted).
- ☐ If the applicant is considering, but has not yet purchased the property associated with the project, provide a statement with that information.

D. Village of Pinehurst Color Palette

Paint color plays an important role in defining the special character of homes and structures in the Pinehurst Historic District. An appropriate color, when applied with complementary accent colors, can enhance a structure's architectural style and accentuate its defining features. Because of the variety of architectural styles in the Pinehurst Historic District, a range of color schemes are appropriate as described below.

- Cottages and houses in the Colonial Revival style are usually painted white or soft colors such as gray or yellow with the trim painted a complementary color.
- Craftsman bungalows, on the other hand, are characterized by a mix of exterior materials, including shingles, brick, and stucco, which may be stained or, in the case of brick, left unpainted. Any wood trim is usually painted white, gray, or an earth tone, to contrast with the darker wall materials.
- The ornate style of Queen Anne Victorian houses permits the most exuberant use of color for decorative accents like brackets and the moldings of window and door surrounds.

In the case of most architectural styles, the following principles should guide the choice of color.

• **A simple color scheme will allow the building's features to shine**. Choose three colors: the most muted and palest color for the walls, a major complementary color for the trim, and a more intense minor accent color for the front door. Consider the roof material as the fourth color.
• **Muted colors of lighter value are suitable for walls and trim; intense colors and those of darker value should be limited to minor accents**. The intensity of a color depends on the purity of hue; the value of a color depends on the amount of white mixed into the color.
• **The color scheme should be compatible with the paint colors on the surrounding properties**.

Village of Pinehurst Color Palette includes samples of approved colors for the Pinehurst Historic District. The catalogue is available in the Planning and Inspections Department at Village Hall.	If an individual wishes **to reproduce a building's original color** scheme, the Tufts Archives may contain documentation or an analysis of paint scrapings may help determine the color history of the structure. Architectural conservators and professional preservationists, such as those on the staff of the North Carolina State Historic Preservation Office, can assist in this process. **A color other than one found in the *Color Palette* that is historically characteristic** of the building may be used with documentation provided to the Village Planner or designee.

The Village of Pinehurst Color Palette is a list of approved exterior and trim colors for structures located within the Pinehurst Historic District. Produced by Benjamin Moore, the listing is on the next page. Over 240 colors can be used exclusively or as a guide to select a paint matched by another manufacturer. A catalog is available for reviewing at Village Hall Monday to Friday from 8:30 AM to 5:00 PM. For help determining if a color is within the color palette, please contact the Village Planner at (910) 295-1900.

D. Village of Pinehurst Color Palette

Benjamin Moore paint colors—Approved Exterior Colors

Code	Color Name	Code	Color Name	Code	Color Name
OC-1	Natural Wicker	**OC-39**	Timid White	**OC-77**	Colonial Cream
OC-2	Pale Almond	**OC-40**	Albescent	**OC-78**	Parchment
OC-3	Lambskin	**OC-41**	French Canvas	**OC-79**	Old Fashioned Peach
OC-4	Brandy Cream	**OC-42**	Old Prairie	**OC-80**	Pirates Cove Beach
OC-5	Maritime White	**OC-43**	Overcast	**OC-81**	Evening White
OC-6	Feather Down	**OC-44**	Misty Air	**OC-82**	Pompeii
OC-7	Creamy White	**0C-45**	Swiss Coffee	**OC-83**	Antique White
OC-8	Elephant Tusk	**OC-46**	Halo	**OC-84**	Crème Caramel
OC-9	Ballet White	**OC-47**	Ashwood	**OC-85**	Mayonnaise
OC-10	White Sand	**OC-48**	Hazy Skies	**OC-86**	White Blush
OC-11	Clay Beige	**OC-49**	Titanium	**OC-87**	Capri Coast
OC-12	Muslin	**OC-50**	November Rain	**OC-88**	Indian White
OC-13	Soft Chamois	**OC-51**	Intense White	**OC-89**	Butter Pecan
OC-14	Natural Cream	**OC-52**	Gray Owl	**OC-90**	Vanilla Ice Cream
OC-15	Baby Fawn	**OC-53**	Horizon	**OC-91**	Ivory Tusk
OC-16	Cedar Key	**OC-54**	White Wisp	**OC-92**	Mannequin Cream
OC-17	White Dove	**OC-55**	Paper White	**OC-93**	Sugar Cookie
OC-18	Dove Wing	**OC-56**	Moonshine	**OC-94**	Windswept
OC -19	Seapearl	**OC-57**	White Heron	**OC-95**	Navajo White
OC-20	Pale Oak	**OC-58**	White Ice	**OC-96**	Gentle Cream
OC-21	Winter White	**OC-59**	Vanilla Milkshake	**OC-97**	Cream Froth
OC-22	Calm	**OC-60**	Icicle	**OC-98**	Bare
OC-23	Classic Grey	**OC-61**	White Diamond	**OC-99**	Deserted Island
OC-24	Winds Breath	**OC-62**	Baby's Breath	**OC-100**	Palace White
OC-25	Cloud Cover	**OC-63**	Winter Snow	**OC-101**	Desolate
OC-26	Silver Satin	**OC-64**	Pure White	**OC-102**	Devon Cream
OC-27	Balboa Mist	**OC-65**	Chantilly Lace	**OC-103**	Antique Yellow
OC-28	Collingwood	**OC-66**	Snow White	**OC-104**	Antique Lace
OC-29	Floral White	**OC-67**	Ice Mist	**OC-105**	Calming Cream
OC-30	Gray Mist	**OC-68**	Distant Gray	**OC-107**	Antiquity
OC-31	Fog Mist	**OC-69**	White Opulence	**OC-108**	Pale Moon
OC-32	Tapestry Beige	**OC-70**	Whitewater Bay	**OC-109**	Lemon Chiffon
OC-33	Opaline	**OC-71**	Sand Dollar	**OC-110**	Milkyway
OC-34	Marble White	**OC-72**	Pink Damask	**OC-111**	Corinthian White
OC-35	Spanish White	**OC-73**	Opal	**OC-112**	Goldtone
OC-36	Niveous	**OC-74**	Onyx White	**OC-113**	Powder Sand
OC-37	Glacier White	**OC-75**	Pristine	**OC-114**	Lemon Ice
OC-38	Acadia White	**OC-76**	Old Country	**OC-115**	Cream Silk

Code	Color Name	Code	Color Name	Code	Color Name
OC-116	Pale Celery	**HC-25**	Quincy Tan	**HC-114**	Saybrook Sage
OC-117	Simply White	**HC-26**	Monroe Bisque	**HC-117**	Hancock Green
OC-118	Snowfall White	**HC-27**	Monterey White	**HC-140**	Prescott Green
OC-119	Cloud nine	**HC-28**	Shelburne Buff	**HC-141**	Hollingworth Green
OC-120	Seashell	**HC-29**	Dunmore Cream	**HC-144**	Palladian Blue
OC-121	Mountain Peak White	**HC-30**	Philadelphia Cream	**HC-146**	Wedgewood Gray
OC-122	Cotton Balls	**HC-31**	Waterbury Cream	**HC-147**	Woodlawn Blue
OC-123	Bavarian Cream	**HC-32**	Standish White	**HC-149**	Buxton Blue
OC-124	Alpine White	**HC-33**	Montgomery White	**HC-150**	Yarmouth Blue
OC-125	Moonlight White	**HC-34**	Wilmington Tan	**HC-169**	Coventry Gray
OC-126	Easter Lily	**HC-35**	Powell Buff	**HC-170**	Stonington Gray
OC-127	White Chocolate	**HC-36**	Hepplewhite Ivory	**HC- 171**	Wickham Gray
OC-128	Minced Onion	**HC-38**	Decatur Buff	**HC-172**	Revere Pewter
OC-129	Alabaster	**HC-39**	Putnam Ivory	**HC-173**	Edgecomb Gray
OC-130	Cloud White	**HC-40**	Greenfield Pumpkin	**HC-174**	Lancaster Whitewash
OC-131	White Down	**HC-41**	Richmond Gold	**HC-176**	Annapolis Gray
OC-132	Grand Teton White	**HC-44**	Lenox Tan	**HC-179**	Platinum Gray
OC-133	Ancient Ivory	**HC-45**	Shaker Beige	**HC-180**	Cliffside Gray
OC-134	Meadow Mist	**HC-46**	Jackson Tan	**AC-1**	Coastal Fog
OC-135	Cream Cloak	**HC-47**	Brookline Beige	**AC-7**	Adobe Beige
OC-136	Celery Salt	**HC-48**	Bradstreet Beige	**AC-22**	Nantucket Fog
OC-137	Sebring White	**HC-53**	Hathaway Peach	**AC-25**	Harbor Gray
OC-138	White Drifts	**HC-54**	Jumel Peachstone	**AC-28**	Smoke Embers
OC-139	Sea Wind	**HC-55**	Winthrop Peach	**AC-31**	Hot Spring Stones
OC-140	Morning Dew	**HC-56**	Georgetown Pink Beige	**AC-34**	Cape Hatteras Sand
OC-142	Sail Cloth	**HC-57**	Sheraton Beige	**AC-37**	Big Bend Beige
OC-144	Lancaster White	**HC-59**	Odessa Pink	**AC-38**	North Hampton Beige
OC-150	Brilliant White	**HC-60**	Queen Anne Pink	**AC-40**	Glacier White
HC-1	Castleton Mist	**HC-78**	Litchfield Gray	**AC-41**	Acadia White
HC-2	Beacon Hill Damask	**HC-80**	Bleeker Beige	**AC-42**	Grand Teton White
HC-3	Greenmount Silk	**HC-81**	Manchester Tan		
HC-4	Hawthorne Yellow	**HC-82**	Bennington Gray		
HC-5	Weston Flax	**HC-83**	Grant Beige		
HC-6	Windham Cream	**HC-90**	Crown Point Sand		
HC-12	Concord Ivory	**HC-92**	Wheeling Neutral		
HC-15	Henderson Buff	**HC-93**	Carrington Beige		
HC-17	Summerdale Gold	**HC-95**	Sag Harbor Gray		
HC-18	Adams Gold	**HC-96**	Richmond Gray		
HC-21	Huntington Beige	**HC-99**	Abingdon Putty		
HC-22	Blair Gold	**HC-105**	Rockport Gray		
HC-23	Yorkshire Tan	**HC-108**	Sandy Hook Gray		
HC-24	Pittsfield Buff	**HC-111**	Nantucket Grey		

D. Village of Pinehurst Color Palette

Benjamin Moore Paint- Approved trim colors

Code	Color Name	Code	Color Name
2070-10	Tulsa Twilight	**HC-71**	Hasbrouck Brown
2072-20	Black Raspberry	**HC-78**	Litchifield Gray
2082-10	Chestnut	**HC-80**	Bleeker Beige
2094-20	Copper Mine	**HC-84**	Elmira White
2096-40	Gaucho Brown	**HC-92**	Wheeling Neutral
2102-30	Pueblo Brown	**HC-102**	Clarksville Gray
2106-50	Driftscape Tan	**HC-23**	Kennebunkport Green
2107-60	Sea Froth	**HC-134**	Tarrytown Green
2110-30	Saddle Soap	**HC-137**	Mill Springs Blue
2111-40	Taos Taupe	**HC-142**	Stratton Blue
2111-50	Stone Harbor	**HC-157**	Narragansett Green
2113-20	Pine Cone Brown	**HC-158**	Newburg Green
2123-20	Caribbean Teal	**HC-171**	Wickham Gray
2126-30	Anchor Gray	**HC-172**	Revere Pewter
2128-30	Evening Dove	**HC-175**	Briarwood
2139-10	River Rock	**HC-177**	Richmond Bisque
2139-50	Silver Marlin	**HC-186**	Charleston Brown
2140-40	Storm Cloud Gray	**HC-182**	Classic Burgundy
2141-40	Creekside Green	**HC-187**	Black Forest Green
2141-50	Horizon Gray	**HC-190**	Black
2143-40	Camouflage		
2143-60	Moonlight White		
2148-50	Sandy White		
2153-50	Desert Tan		
2160-50	Oklahoma Wheat		
2161-40	Acorn Yellow		
2163-10	Log Cabin		
2165-60	Durango Dust		
2166-50	Collingwood		
2166-60	Pale Oats		
2167-60	Sweet Salmon		
2173-30	Salmon Stream		
2174-20	Cinnamon		
2174-30	Sedona Clay		
AC-12	Copper Mountain		
HC-39	Putnam Ivory		
HC-40	Greenfield Pumpkin		
HC-45	Shaker Beige		
HC-66	Garrison Red		
HC-69	Whitall Brown		

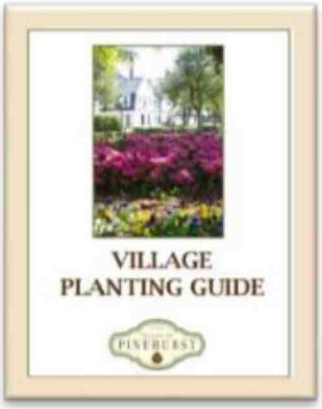
E. Village Planting Guide

From its beginning in 1895, Pinehurst has been known for its picturesque landscapes. Two renowned landscape architects, Frederick Law Olmsted, Sr., and Warren Manning, worked with the Tufts family to design the layout of winding streets, sandy paths, and informal plantings that gave the landscape the charm of a "wild garden." Their vision of a naturalistic and romantic landscape has been preserved through the decades and the village was awarded National Historic Landmark status in 1996, as an example of resort and community planning.

The original landscapers chose to plant Pinehurst with native species like hollies, magnolias, cedars, and evergreen trees as well as exotic plants collected from around the world. They created appealing spaces not with structures, but with plants that gave the environment year-round character through color, texture, and seasonal change. Today it is possible to maintain the historic integrity of Olmsted's and Manning's designs by following their naturalistic approach in planting new gardens and selecting plants that are compatible with their original selections.

The **Village of Pinehurst Planting Guide** was compiled from Manning's original plant list and the Plant Database created by the North Carolina State University Cooperative Extension. It is divided into sections including the categories below.

Tall trees
Small trees/shrubs
Small shrubs
Vines and groundcover
Herb and wildflowers
Ornamental grasses
Bulbs
Summer annuals



In addition, plants are identified by both common and Latin names, and accompanied by soil and light requirements, drought tolerance, deer resistance, and wildlife value. Plants from Manning's original plant list are marked with an asterisk (*).

The Planting Guide is available in two formats:

1. In hard copy and available at Village Hall, 395 Magnolia Road, Pinehurst.
2. On the Village of Pinehurst website, vopnc.org. On the website, type planting guide in the search box. The 24-page document above will appear in PDF form. Browse online or print for review.

F. Relevant Statutes and Resolutions

- **The State of North Carolina statute for Historic Districts and Landmarks that establishes the roles of the Historic Preservation Commission and its limitations:**

  https://www.ncleg.net/enactedlegislation/statutes/html/bychapter/chapter_160a.html **§ 160A-400.1.** thru **§ 160A-400.15.**

- **Village Of Pinehurst Resolution Creating the Pinehurst Historic District:**

  Resolution #13-37, updated August 23, 2013. Available at Village Hall or on www.vopnc.org.

- **Village Of Pinehurst Resolution Creating the Historic Preservation Commission:**

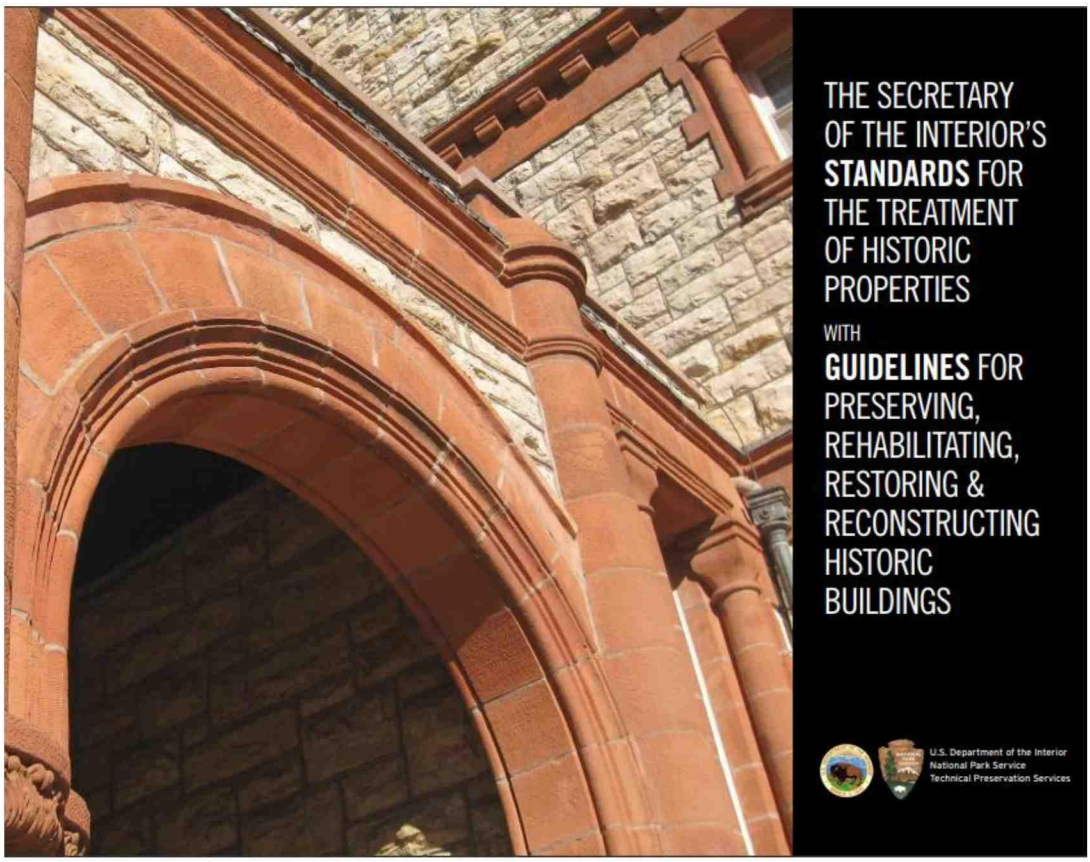
  Resolution #06-05, updated March, 2006. Available at Village Hall or on www.vopnc.org.

G. Resources

- **The Secretary of the Interior's Standards for Rehabilitation**

  The Secretary of the Interior, through the National Park Service has published *The Secretary of the Interior's Illustrated Guidelines for Rehabilitating Historic Buildings*

  They can be found on www.nps.gov . They offer suggestions and standards that are the basis for the Pinehurst Historic District Guidelines.



- **Resources for Technical Information from the National Park Service:**

  Along those same lines there are several documents provided under Preservation Briefs and Preservation Tech Notes that provide guidance on a variety of topics and materials.

- **Tax Credits:**

  The North Carolina State Historic Preservation Office may be able to help a property owner obtain tax credits for qualifying rehabilitation or restoration. They can be researched at www.hpo.ncdr.gov.

H. Glossary

Words contained in this Appendix are those having an applied meaning and relative to the purpose of these Guidelines.

Words not listed in this chapter are defined by reference to:

- The latest edition of the State of North Carolina Building Code, or if not defined therein,
- The latest edition of Webster's New International Dictionary, unabridged.

A

ACCESSORY BUILDING: A building that is located on the same parcel of property as the primary or principal structure and the use of which is incidental to the use of the primary structure. Examples of common accessory buildings include, but are not limited to, carports, carriage houses, garages, storage sheds, cabanas, and pergolas.

ACCESSORY STRUCTURE: Any structure not roofed over and enclosed that is not considered an accessory building, which is incidental to that of the main building. Examples of accessory structures include, but are not limited to, fences, decks, gazebos, arbors, retaining walls, barbeque pits, detached chimneys, tree houses, playground equipment, yard sculpture, etc.

ADDITION (to an existing building): An extension or increase in the floor area or height of an existing structure, including porches and other additions that change the volume, area or building footprint.
Additions share a contiguous wall or floor with the existing structure.

AFTER-THE-FACT APPROVAL: Application for approval of work that has already been completed. After-the-fact cases require HPC approval.

ALUMINUM SIDING: Sheets of exterior architectural covering, usually with a colored finish, fabricated of aluminum to approximate the appearance of wooden siding. Aluminum siding was developed in the early 1940s and became increasingly common in the 1950s and 1960s.

APPROPRIATE: Suitable for, or compatible with, a property, based on accepted standards of historic restoration. The appropriateness of a design for new construction is based on compatibility with the architectural character of the Historic District.

ARCH: A curved and sometimes pointed structural member used to span an opening. A rounded arch represents classical or Romanesque influence whereas a pointed arch generally denotes Gothic influence.

ASBESTOS SIDING: A dense, rigid board containing a high proportion of asbestos fibers bonded with Portland cement; resistant to fire, flame, or weathering and having a low resistance to heat flow. It is usually applied in large overlapping shingles.
Asbestos siding was applied to many buildings in the 1950s.

ASPHALT SHINGLE/SIDING: A shingle or siding manufactured from saturated roofing felts (rag, asbestos, or fiberglass) coated with asphalt and finished with mineral granules on the side exposed to weather.

ATM: Self-service machines used by banking customers for financial institutions, including deposits, withdrawals, and fund transfers, without face-to-face contact with financial institution personnel. These machines may be located at or within banks, or in other locations.

AWNINGS: An architectural projection that provides weather protection, identity and/or decoration, and is wholly supported by the building to which it is attached, and is comprised of a lightweight, rigid, or retractable skeleton over which an approved cover is attached.

B

BALUSTRADE: A series of balusters or uprights connected on top by a handrail and sometimes on the bottom by a bottom rail to provide an ornamental and protective barrier along the edge of a stair, roof, balcony, or porch.

BAY: A window or windows built to project outward from an exterior wall. A bay can also refer to an opening or division along the face of a structure. For example, a wall with a door and two windows is three bays wide.

BOARD AND BATTEN: Closely applied vertical boards, the joints of which are covered by vertical narrow wooden strips; usually found on Gothic Revival-style buildings.

BOLLARD: A sturdy, short, vertical post. Although it originally described a post on a ship or quay used principally for mooring boats, the word is now used to describe posts installed to control road traffic and posts designed to prevent ram raiding and car ramming attacks.

BOND: A brick masonry pattern. Masonry bond is essential to brickwork when wire reinforcement is not used.

BRACKET: A projecting support member found under eaves or other overhangs; it may be plain or decorated. Brackets were used extensively in Victorian architecture and gave rise to a style known as Bracketed Victorian.

BRICK VENEER: An outer covering, usually for a wooden frame building, consisting of a single layer of brick attached to the load-bearing walls with ties.

BULKHEAD (as pertains to storefronts): The area below the display windows on the front façade of a commercial storefront.

C

CANOPY TREE: A large tree whose total height and spread at maturity is greater than thirty (30) feet. Species native to the Sandhills of North Carolina include maple, hickory, holly, sweet gum, magnolia, and pine trees.

CEMENTITIOUS BOARD: A material composed of cement, sand, and cellulose fiber; first introduced in the early 20th century as a substitute for slate. Today cementitious board has a variety of uses including exterior siding and roofing.

CERTIFICATE OF APPROPRIATENESS: A document allowing a property owner to proceed with a proposed alteration, demolition, or new construction of a property in a designated area or site, following the determination of the proposal's suitability according to the Design Guidelines.

CHARACTER-DEFINING: A feature or element of a structure that is essential to its architectural or historical significance. Character-defining elements include the overall shape of the structure, its materials, craftsmanship, and decorative details, as well as the various aspects of its site and environment. Examples of features that could be considered

character-defining include openings, roofs and related features, projections (porch, balcony, and chimneys), trim, and windows.

CLAPBOARD: Horizontal wooden boards, tapered at the upper end and laid so as to cover a portion of a similar board underneath and to be covered by a similar one above. The exposed face of clapboard is usually less than six (6) inches wide. Clapboard was a common outer face of 19th and early 20th century buildings.

COLONIAL REVIVAL: A style popular in the late 19th and early 20th centuries. The style features a rectangular house shape with a gable roof and overhanging second story; a symmetrically balanced front façade with an accented front entry, often framed by a portico and pediment; and multi-pane, double-hung windows with shutters. Siding is typically clapboard or brick.

COLUMN: A vertical shaft or pillar that supports or appears to support a construction above. In classical architecture, the column has three (3) parts: base, shaft, and capital.

COMPATIBILITY: The state of being harmonious or agreeable when integrated with other elements in a structure or environment.

CONGRUOUS: The quality or fact of being in agreement with. As used in the Guidelines, the term refers to a project that corresponds to the historic character of a structure and the Historic District. A design that is appropriate and harmonious to the existing environment.

CONTEXT: The overall relationship of the building to its surroundings.

CORNICE: An ornamental molding, usually of wood or plaster, running around the walls of a room just below the ceiling; the molding forming the top member of a door or window frame; or the exterior trim of a structure at the meeting of the roof and the wall. In classical architecture, the upper projecting section of an entablature.

COTTAGE STYLE: The style of a small, quaint house, historically found in rural or semi-rural locations. Characteristics include a sloping, uneven roof with steep gables; prominent brick or stone chimneys; small dormer windows and casement windows small panes; and clapboard, brick, stone or stucco siding.

CRAFTSMAN BUNGALOW STYLE: An early 20th Century style that grew out of the arts and crafts movement of the 19th century. The basic characteristics are long, low profiles; overhanging bracketed eaves; wide, engaged porches with square, squat brick piers supporting wood posts; gabled dormers and four-over-one or six-over-one sash windows. Siding is typically brick, stone, or stucco.

CRESTING: Ornamental ironwork used to embellish the ridge of a gable or the upper cornice of a mansard roof.

CUPOLA: A small structure built on top of a roof or building to complete a design and to provide a source of light and a means of ventilation. The structure can be square or spherical in shape with a mansard or conical roof.

D

DECK: An uncovered porch, usually at the rear of a building; popular in modern residential design.

DEMOLITION: The razing or destruction, whether entirely or in significant part, of the exterior of a building, structure, or site. Demolition includes the removal of a building or structure from its site or the removal, stripping, concealing, or the

destruction of the façade or any significant exterior architectural features which are integral to the character of the resource, for whatever purpose, including new construction or reconstruction.

DORMER: A structure projecting from a sloping roof usually housing a window (or windows) or a ventilating louver.

E

EAVE: The lower edge of a roof extending beyond the exterior wall.

ELEVATION: A scaled drawing that illustrates the view of a side of a building.

ENTABLATURE: In classical architecture, the horizontal members immediately above the column capitals; divided into three major parts or layers: architrave (bottom), frieze (middle), and cornice (top).

F

FAÇADE: The exterior face of a building.

FEDERAL REVIVAL STYLE: A revival of the architectural style popular from the Revolution through the early 19th century. The style is characterized by a hipped roof with prominent end chimneys; fanlights and side lights framing the front door; and six-on-six or twelve-on-twelve windows with shutters. Buildings are of brick or wood construction.

FENESTRATION: The arrangement of windows and doors and their openings in a building.

FINIAL: A formal ornament at the top of a canopy, gable, pinnacle, street light, etc.

FRANCHISE ARCHITECTURE: A building design that is trademarked, branded, or easily identified with a particular chain or corporation and is ubiquitous in nature.

FRONT YARD: A yard across the full width of the lot, extending from the farthest projection of the structure including, but not limited to, steps, eaves, porches, terraces or patios (excluding, however, steps and overhangs permitted to project into the front yard) to the front property and/or right-of-way line.

G

GABLE: The vertical triangular portion of the end of a building having a double sloping roof, from the level of the cornice or eaves to the ridge of the roof.

GAMBREL ROOF: A gable roof with two slopes of different pitch on either side of the ridge. The slopes that meet at the ridge have a shallower pitch.

GEORGIAN REVIVAL STYLE: A revival of the prevailing 18th century style in Great Britain and the Colonies. The characteristics are a square symmetrical shape with paired chimneys; a centered front door framed by a decorative crown and pilasters; and nine-on- nine or twelve-on-twelve windows. Siding is typically brick.

H

HIPPED ROOF: A roof that slopes upward from all four sides of the building, requiring a hip at each corner.

HUMAN SCALE: A combination of qualities in architecture or the landscape that provides an appropriate relationship to human size, enhancing rather than diminishing the importance of people.

L

LIGHT: A pane of glass.

LINTEL: A beam of wood or stone that spans an opening; in masonry construction it frequently supports the masonry above the opening.

M

MANSARD ROOF: A roof with two slopes on all four sides, the lower one being much steeper than the upper.

MANUFACTURED STONE: A contemporary manufactured material that resembles stone and is uniform in color and substance throughout the block.

MASS: The volume or physical bulk of a building, as defined by its length, width, and height. Mass also refers to the size and shape of a structure relative to others in the immediate proximity.

MEETING RAIL: A horizontal divider between the upper and lower sashes of a double hung window.

MOLDING: A decorative band having a constant profile or having a pattern in low relief, generally used in cornices or as trim around windows, doors and other openings.

MULLION: A vertical member dividing a window area, such as two casements, and forming a part of a window frame.

MUNTIN: A divider in a window. Muntins fix the lights of a window into position and determine the number of sidelights.

MUTED COLOR: A color that has tinted, subdued shades and is not bright or reflective. Muted colors are less intense in hue and often lighter in value.

N

NEIGHBORHOOD: An area of a community with characteristics that distinguish it from other areas and may be identified by distinct aesthetic, architectural, landscape, or historic characteristics.

O

OFF-STREET PARKING SPACE: A space which is designated for parking or temporary storage of one automobile, and is located outside of the dedicated street right-of-way.

ORIGINAL: A term designating a structure, including its elements, features, and details, at the time it was constructed. In fact, very few buildings in the Pinehurst Historic District are original. As the term is used in the Guidelines, it refers to features of a building that have been in place for a significant period of time.

P

PARGE: A thin coating of plaster or mortar.

PEDIMENT: A triangular gable bounded on all sides by a continuous cornice. This form is characteristic of classical architecture.

PILASTER: A flat or half-round decorative member applied to a wall suggesting a column; sometimes called an engaged column.

PORTICO: A small entrance porch or covered walk consisting of a roof supported by open columns.

PRIMARY STRUCTURE: The main structure on a lot in which the principal use of that lot is conducted, i.e. a residence if the property is residential.

PROPORTION: A harmonious relationship between structures or parts of structures with respect to comparative size, quantity, or degree. An effect of harmony and balance is achieved when the architectural elements of a structure are in proportion to each other and to the structure as a whole.

Q

QUEEN ANNE/VICTORIAN STYLE: One of a variety of eclectic styles introduced into British and American architecture during the reign of Queen Victoria (1837-1901). The characteristics of the Queen Anne style include a steep gable or hipped roof with dormers; a rambling asymmetrical silhouette often with turrets, towers, balconies, and verandas; and decorative accents on gable ends, eaves and overhangs. Windows are often accented with stained glass. Siding can be mixed in a single structure.

QUOIN: Ornamental blocks of wood, stone, brick, or stucco placed at the corners of a building and projecting slightly from the front of the façade.

R

RIDGE: The horizontal line of meeting of the upper slopes of a roof.

RIGHT-OF-WAY: An area owned or maintained by the Village, the State of North Carolina, a public utility, a railroad, or a private concern for the placement of such utilities and/or facilities for the passage of vehicles or pedestrians, including roads, pedestrian walkways, utilities, or railroads.

S

SASH: Any framework of a window; it may be movable or fixed; it may slide in a vertical plane (as in a double-hung window) or may pivot (as in a casement window).

SCALE: The relationship of a building to those around it.

SETBACK: The minimum distance from the property line to the farthest projection of the exterior face of buildings, walls, or any other form of construction (i.e. decks, landings, terraces, porches, and patio on grade). Setbacks for buildings within a block or neighborhood should be consistent to maintain the character of the neighborhood.

SHEET METAL: A flat rolled-metal product, rectangular in cross-section and form; when used as a roofing material, usually terne- or zinc-plated.

SHUTTER DOG: A tie-back used to keep shutters in an open position.

SIDE YARD: An open space on the same lot with a building (steps, eaves, and uncovered porches, terraces, and patios are considered part of the main building), and the side line of the lot extending through from the front building line to the rear yard or to the rear line of the lot, where no rear yard is required.

SMALL CELL WIRELESS: "Small cells" is an overarching term for low-powered radio access nodes that help provide service to both indoor and outdoor areas. These nodes can work in either licensed or unlicensed spectrum, and have a range between 10 meters and two kilometers.

SOFFITT: The exposed undersurface of any overhead component of a building, such as an arch, balcony, beam, cornice, lintel, or vault.

STREETSCAPE: The distinguishing character of a particular street within a pedestrian's view as created by the dimensions and materials of the road and walkways, the design of street furniture, the setback, spacing, and scale of structures, their architectural features and materials, and the presence of vegetation (especially trees) along the curb or sidewalk.

STRING COURSE: A decorative horizontal band on the exterior wall of a building. Such a band, either plain or molded, is usually formed of brick or stone.

STUCCO: An exterior finish, usually textured, composed of Portland cement, lime, and sand mixed with water. Older-type stucco may be mixed from softer masonry cement rather than Portland cement.

SURROUND: The border or casing of a window or door opening, sometimes molded.

T

TERRA COTTA: Hard unglazed fired clay, used for ornamental work and roof and floor tile; also fabricated with a decorative glaze and used a surface finish for buildings in the Art Deco style.

TERNE: An alloy coating that was historically made of lead and tin used to cover steel, in the ratio of 20% tin and 80% lead. Until the year 2012, lead had been replaced with the metal zinc and was used in the ratio of 50% tin and 50% zinc.

TEXTURE: The physical material and architectural features and details of a building that create character; also the fabric of a building, structure, or town, connoting an interweaving of component parts.

TRANSOM: A glazed panel above a door or a storefront, sometimes hinged to be opened for ventilation at ceiling level.

V

VILLAGE CENTER: The original commercial center of Pinehurst.

VINYL CLAD/ALUMINUM CLAD: The exterior cladding of wooden window frames and sashes and of wooden doors with factory- finished vinyl or aluminum.

VINYL SIDING: Sheets of thermal, plastic compound made from chloride or vinyl acetates, as well as some plastics made from styrene and other chemicals, usually fabricated to resemble clapboard, posts, or rails.

W

WATER TABLE: The plain or molded ledge or projection of an exterior wood wall, usually at the first floor level, that protects the foundation from rain running down the wall of a building. In masonry buildings, the water table refers to the belt course that differentiates the foundation from the exterior wall.