



**HISTORIC PRESERVATION COMMISSION
DECEMBER 17, 2020
ASSEMBLY HALL
395 MAGNOLIA RD.
PINEHURST, NORTH CAROLINA
4:00 PM**

- I. Call to Order
- II. Approval of Minutes
 - A. 11-19-2020 Regular Meeting Minutes
- III. Public Hearing
 - A. COA-2020-00166

This public hearing is to consider a request within the Pinehurst Historic District for construction of a new single family home at 105 Fields Road. The subject property can be further identified by Moore County Pin Number #856205078543. The property owners of record are Karmon and Clement Monroe and the applicant is Christine Dandeneau of Dandeneau Architecture P.L.L.C.
 - B. COA-2020-00160

This public hearing is to consider a request within the Pinehurst Historic District of an exterior modification at 30 Everette Road. The applicant is proposing to replace an existing window with a window that does not match the detail, size, or style of the existing. The subject property can be further identified by Moore County Pin Number #856200067704. The property owners of record are James and Nancy Yardly and the applicant is James Yardly.
- IV. Review of Normal Maintenance and Minor Work items
 - A. Staff Approvals 11/10/2020 to 12/9/2020
- V. Next Meeting Date
 - A. 01-24-2021 Regular Meeting
- VI. Motion to Adjourn

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



**11-19-2020 REGULAR MEETING MINUTES
ADDITIONAL AGENDA DETAILS:**

FROM:

Kelly Brown

CC:

Darryn Burich & Peter Hughes

DATE OF MEMO:

12/22/2020

MEMO DETAILS:

Attached are the draft minutes of the 11-19-2020 regular HPC meeting for your review.

ATTACHMENTS:

Description

11-19-2020 Regular Meeting Minutes



**HISTORIC PRESERVATION COMMISSION
REGULAR MEETING
NOVEMBER 19, 2020
ASSEMBLY HALL
395 MAGNOLIA ROAD
PINEHURST, NORTH CAROLINA
4:00 PM**

Members Present:

Eric Von Salzen, Chair
Tom Schroeder, Vice-Chair
Anne Lucey
David Herring
Terry Lurtz
John Taylor

Members Absent:

Richard Vincent

Staff Present:

Peter Hughes, Senior Planner*
Alex Cameron, Senior Planner
Kelly Brown, Administrative Specialist

And approximately five people in attendance.

I. Call to Order

Chair Von Salzen called the meeting to order at 4:00 pm and confirmed a quorum was present.
*Senior Planner Peter Hughes participated remotely via Zoom meeting platform.

II. Approval of Minutes

A. 10-22-2020 Regular Meeting Minutes

Mr. Lurtz moved to approve the minutes of the October 22, 2020 regular meeting as amended.
Seconded by Mr. Taylor. Approved by a vote of 6-0.

III. Public Hearing

Mr. Taylor moved to recess the regular meeting and open the public hearing. Seconded by Mr. Schroeder. Approved by a vote of 6-0.

Commissioners disclosed the following: Mr. Schroeder and Mr. Lurtz visited 245 Magnolia Road and had no ex-parte communication; Mr. Von Salzen visited all sites on the agenda and disclosed he met the homeowners of 85 Community Road while conducting other business, but did not discuss the case; Mr. Taylor, Ms. Lucey, Mr. Lurtz, and Mr. Herring visited all sites on the agenda and had no ex-parte communication.

A. COA 2020-00137 (245 Magnolia Road)

Senior Planner Peter Hughes and applicant Hope Maness of East Coast Development were sworn into the public hearing.

Mr. Hughes stated the purpose of the public hearing was to consider a request within the Pinehurst Historic District for construction of a new accessory structure, which is greater than 144 square feet, at 245 Magnolia Road. The property can be further identified in the Moore County Tax Registry by Moore County PIN Number # 855212974240. The property owners are Dawn Snead and Jeffery Clark and the applicant is Hope Maness. Mr. Hughes provided background on the request from the staff report. He entered the following evidence into the record: staff report, presentation, application, applicant's materials, photos/site plans, and findings of fact.

Ms. Maness stated the homeowners are adding a garage for storage. She stated the roof is not standing seam. She stated the light fixtures have not been selected yet. Mr. Taylor noted the foundation of the garage will not be aligned with the foundation of the principal structure due to topography of the lot. Ms. Maness confirmed the roof pitch of the proposed garage is steeper than the roof pitch of the principal structure due to homeowner preference.

Mr. Taylor moved that the Historic Preservation Commission find the proposed Major Work at 245 Magnolia Road is **not consistent** with the Historic District Guidelines, nevertheless is deemed **congruous** with the Pinehurst Historic District, based on the testimony given, the material submitted and the findings of fact, for the following reasons given:

- *The pitch of the roof was steeper than the primary structure, the foundation of the garage was not in alignment with the primary structure due to elevation changes in the land, and windows on the front elevation did not match windows on the primary structure.*

Seconded by Mr. Lurtz. Approved by a vote of 6-0.

Mr. Taylor moved that the Historic Preservation Commission **approve** a Certificate of Appropriateness for the proposed Major Work at 245 Magnolia Road. Seconded by Ms. Lucey. Approved by a vote of 6-0.

B. COA-2020-00155 (80 McCaskill Road)

Applicant Travis Wallace was sworn into the public hearing.

Mr. Hughes stated the purpose of the public hearing was to consider a request within the Pinehurst Historic District for exterior modification of the primary structure at 80 McCaskill Road. The proposed exterior modification is replacement of rear doors which do not match the style, material, or dimension of existing. The property can be further identified in the Moore County Tax Registry by Moore County PIN Number # 855211762114. The property owner is Watson Place LLC and the applicant is Travis Wallace. Mr. Hughes provided background on the property from the staff report. He entered the following evidence into the record: staff report, presentation, application, applicant's materials, photos/site plans, and findings of fact.

Mr. Hughes clarified that the applicant did not request a full demolition, but rather construction demo of old materials to allow for the requested modifications. He stated the patio in Exhibit E was approved by staff as a minor work. He stated he could not approve the change in doors as a minor work because the dimensions did not match the existing doors.

Mr. Lurtz moved that the Historic Preservation Commission find the proposed Major Work at 80 McCaskill Road is **not consistent** with the Historic District Guidelines, nevertheless is deemed **congruous** with the Pinehurst Historic District, based on the testimony given, the material submitted and the findings of fact, for the following reasons given:

- *The French doors being proposed do not match the existing sliding doors*

Seconded by Mr. Taylor. Approved by a vote of 6-0.

Mr. Lurtz moved that the Historic Preservation Commission **approve** a Certificate of Appropriateness for the proposed Major Work at 80 McCaskill Road. Seconded by Mr. Herring. Approved by a vote of 6-0.

C. COA-2020-00156 (85 Community Road)

Property owner Paul Milan was sworn into the public hearing.

Mr. Hughes stated the purpose of the public hearing was to consider a request within the Pinehurst Historic District for a modification to a previously approved Major COA that is not considered Minor Work at 85 Community Road. The property can be identified in the Moore County Tax Registry by Moore County PIN Number# 856209073413. The property owners are Paul and Lorelei Milan and the applicant is Cribbs Construction. Mr. Hughes provided background on the property from the staff report. He entered the following evidence into the record: staff report, presentation, application, applicant's materials, photos/site plans, and findings of fact.

Mr. Hughes confirmed that the applicant is requesting to remove a previously approved door from the left elevation. He stated upon field inspection the doorway was not constructed, and in its place was continuation of the previously approved shake siding. He confirmed the change in window was a staff level approval.

Mr. Milan stated the door change occurred during the construction process and was not aware it would be an issue.

Mr. Herring moved that the Historic Preservation Commission find the proposed Major Work at 85 Community Road **congruous** with the Pinehurst Historic District and **consistent** with the Historic District Guidelines, based on the testimony given, the material submitted, and the findings of fact. Seconded by Mr. Lurtz. Approved by a vote of 6-0.

Mr. Herring moved that the Historic Preservation Commission **approve** a Certificate of Appropriateness for the proposed Major Work at 85 Community Road. Seconded by Ms. Lucey. Approved by a vote of 6-0.

D. COA-2020-00159 (1 Carolina Vista)

IV. Applicant Calvin Burkley of Pinehurst Resort LLC and architect Jim Compton were sworn into the public hearing.

Mr. Hughes stated the purpose of the public hearing was to consider a request within the Pinehurst Historic District for construction of an accessory structure at 1 Carolina Vista. The property can be further identified in the Moore County Tax Registry by Moore County PIN Number 856213032663. The property owner is Resorts of Pinehurst Inc. and the applicant is Calvin Burkley of Pinehurst Resorts. Mr. Hughes provided background on the property from the staff report. He entered the following evidence into the record: staff report, presentation, application, applicant's materials, photos/site plans, and findings of fact.

Mr. Hughes stated the proposed windows are sliding/drop-down windows similar to a garage door, which are not specifically addressed in the Guidelines. Mr. Burkley stated they are proposing two fire pits and one fireplace. Mr. Compton stated they are only proposing one garage door with built-in muntins, which is similar to The Deuce at the Pinehurst Resort. He stated it is not one solid piece and is broken into pieces in order to fold. Mr. Compton stated the windows in the door would have clear glass.

Ms. Lucey moved that the Historic Preservation Commission find the proposed Major Work at 1 Carolina Vista **congruous** with the Pinehurst Historic District and **consistent** with the Historic District Guidelines, based on the testimony given, the material submitted, and the findings of fact. Seconded by Mr. Lurtz. Approved by a vote of 6-0.

Ms. Lucey moved that the Historic Preservation Commission **approve** a Certificate of Appropriateness for the proposed Major Work at 1 Carolina Vista. Seconded by Mr. Taylor. Approved by a vote of 6-0.

Mr. Taylor moved to close the public hearing. Seconded by Mr. Herring. Approved by a vote of 6-0.

V. Review of Normal Maintenance and Minor Work Items

A. Minor Works Approved by Staff for October 16 to November 9, 2020

No comments from the Commission.

VI. New Business

A. 2021 Meeting Schedule

The Commission reviewed the 2021 regular meeting schedule and had no comments or changes.

B. Agenda Packets

The Commission and Village staff discussed the timeline for receiving printed agenda packets. Mr. Schroeder requested the Commission receive printed packets the Thursday before the meeting date. Staff stated it would be difficult to have printed packets available by Thursday, and the goal would be Friday.

VII. Next Meeting Date

A. Regular Meeting on December 17, 2020 at 4:00 pm

VIII. Motion to Adjourn

Mr. Lurtz made a motion to adjourn the meeting. Seconded by Mr. Taylor. Approved by a vote of 6-0 at 5:37 pm.

Respectfully Submitted,

Kelly Brown
Administrative Specialist
Village of Pinehurst

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

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COA-2020-00166

ADDITIONAL AGENDA DETAILS:

This public hearing is to consider a request within the Pinehurst Historic District for construction of a new single family home at 105 Fields Road. The subject property can be further identified by Moore County Pin Number #856205078543. The property owners of record are Karmon and Clement Monroe and the applicant is Christine Dandeneau of Dandeneau Architecture P.L.L.C.

FROM:

Peter Hughes

CC:

Darryn Burich

DATE OF MEMO:

12/10/2020

MEMO DETAILS:

This request is before the Commission because pursuant to the Historic District Guidelines new construction is considered Major Work and requires review and issuance of a Certificate of Appropriateness (COA). Please see the attached supplemental documents for more information.

ATTACHMENTS:

Description

- ☐ 105 Fields Staff Report
- ☐ Application and Material
- ☐ 105 Fields Road Finding of Facts



PLANNING AND INSPECTIONS DEPARTMENT STAFF REPORT

To: Historic Preservation Commission
From: Peter Hughes, Senior Planner
CC: Darryn Burich, Planning and Inspections Director
Kelly Brown, Administrative Specialist
Date: December 9, 2020
Subject: Major COA Request for 105 Fields Road

Applicant:	Christine Dandeneau
Owners:	Monroe Family
Professional:	Christine Dandeneau Architecture
Property Location:	105 Fields Road
Zoning:	R-10 (Low Density Residential)
Current Land Use:	Single Family Residence
Proposed Land Use:	Single Family Residence
PID#	856205078543

Request and Background:

Christine Dandeneau is requesting a Certificate of Appropriateness for construction of a new single family residence located within the Pinehurst Historic District at 105 Fields Road. The subject property can be further identified by Moore County Pin Number #856205078543. The property owners of record are Karmon and Clement Monroe.

105 Fields Road is a vacant lot within the historic District. A major COA was granted in 2017 for the demolition of a primary structure.

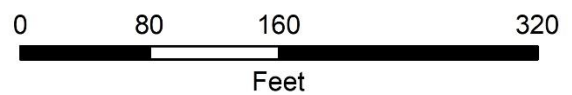
105 Fields Road is a vacant lot and not listed within the National Historic Landmark Survey. If approved the proposed new single family residence would be considered a non-contributing structure. Some of the adjacent properties within the public hearing notification area are listed as contributing structures. The table and map on the following pages indicates which, adjacent properties where notified and each property's National Historic Landmark survey status.

National Historic Landmark Survey Table for 105 Fields Road

#*	Address	Year Built	Contributing	Structure History
1	105 Fields Road	NA	NA	Previous historic structure was demolished in 2019 approval for demolition was granted by the Historic Preservation Commission.
2	115 Fields Road	1997	NA	Not listed within the 1996 Historic Survey
3	70 Maple Road	1915	Yes	Roswell E. "Rassie" Wicker was the owner most commonly associated with this one-story frame cottage. It has a gabled facade, two-over-two sash windows, and various alterations, including vinyl siding.
4	50 Maple Road	1917	Yes	Arcadia is a one-story, shingle-clad, frame bungalow with a corner front porch, porch roof with overhanging braced eaves, and eight-over-one and six-over-one sash windows.
5	85 Fields Road	1920	Yes	Chipshot is a one-story wood-shingle-clad bungalow with a broad gabled roof and widely overhanging eaves.
6	76 Fields Road	2006	NA	Not listed within the 1996 Historic Survey
7	80 Fields Road	1920	Yes	This handsome house is a one-and-a-half-story wood-shingled bungalow. It has a gable roof of double pitch with overhanging braced eaves, a full-facade shed dormer, and a full-facade porch with Tuscan columns. Four French doors open to the porch.
8	100 Fields Road	2021	NA	Not listed within the 1996 Historic Survey

*The numbers refer to the location of each property on the following notification map

This aerial map displays a residential neighborhood with eight numbered lots. Lot 1 is centrally located and highlighted in red, while lots 2 through 8 are colored yellow. The lots are bordered by Dundee Rd to the north, Fields Rd to the east, Spur Rd to the south, and Maple Rd to the west. A compass rose in the top left corner indicates the cardinal directions. Numerous data points, represented by black dots with numerical values, are distributed across the map, likely indicating property values or other metrics. The values range from 10 to 190. The map also shows surrounding greenery, trees, and other residential structures.

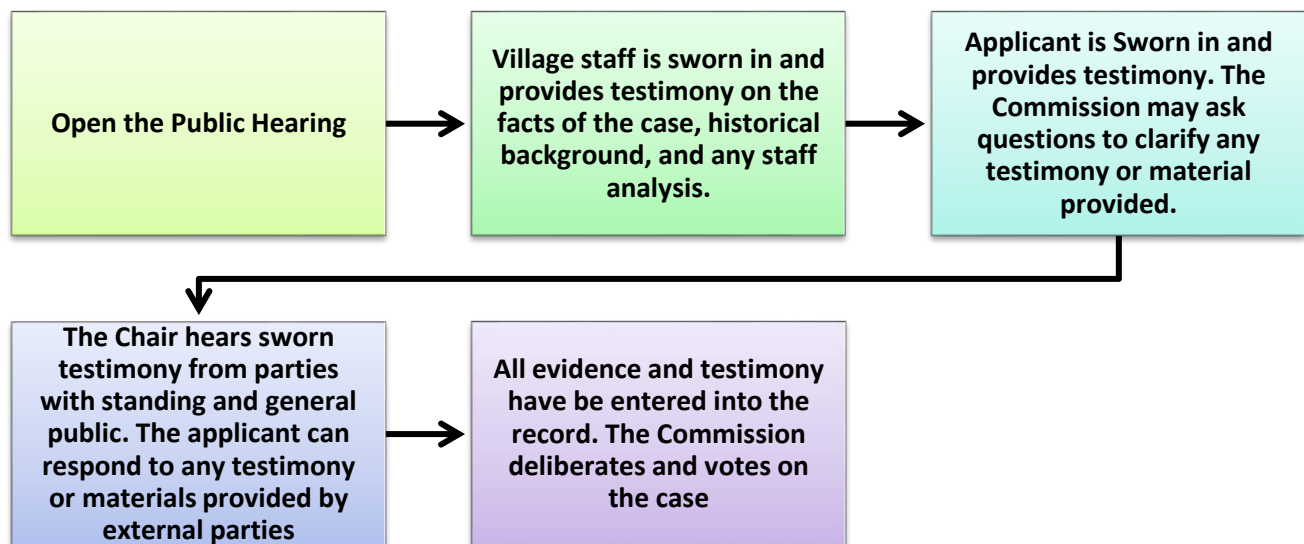


Evidentiary Hearing Process:

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

The hearing will begin with a staff presentation of the case, which explains ordinance requirements, the application, any information on file about the property (previous COAs issued), and any staff analysis that has been made. Following staff's presentation, the applicant will be asked by the Commission to provide additional testimony. The Commission may ask questions during an applicant's testimony to clarify any testimony provided or any material that has been submitted into the record.

The Commission will also hear testimony from parties with standing or general public, at the discretion of the Chair. The applicant has the right to respond to any testimony or material submitted by external parties. When all of the evidence is in, the Commission moves to deliberation and decision of the case. All of this is done in a public hearing.



Roles:

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

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

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

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

Action by the Historic Preservation Commission:

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

After conducting the public hearing, the Commission may:

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

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

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

Standards of Review

This request is before the Commission because the applicant is proposing to construct a new single family home at 105 Fields Road. According to the Village of Pinehurst's Historic District Guidelines new construction is considered Major Work. All Major Work **must** be approved by the Commission.

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

Applicable Guidelines Requirements:

GENERAL GUIDELINES

1. Section IV.B.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.

The proposed footprint of the new construction is approximately 4,000 square feet, which includes the primary dwelling and attached garage. 105 Fields Road is a .535 acre lot (23,307 square feet) and the application states that the total impervious area of the building footprint is 18.2 percent of the lot. The average square footage of the adjacent single family homes is 2,300 square feet. The proposed home is to be two stories and there is a combination of single story, one and a half story, and two story homes within the District.

National Historic Landmark Survey Table for 105 Fields Road				
# *	Address	Year Built	Number of Stories	Square Footage (Moore County GIS)
1	105 Fields Road	NA	2	4,233 square feet
2	115 Fields Road	1997	1.5	1,690 square feet
3	70 Maple Road	1915	1.5	1,540 square feet
4	50 Maple Road	1917	1	1,630 square feet
5	85 Fields Road	1920	1	2,010 square feet
6	76 Fields Road	2006	2	3,480 square feet
7	80 Fields Road	1920	2	2,760 square feet
8	100 Fields Road	2021	2	2,880 square feet

Regarding the style architecture the proposed new single family home appears to similar to other homes within the historic District. The architectural detail closely relates to colonial revival, which according to the historic District Guidelines includes a hipped roof, dormers, windows with shutters, panel doors with sidelights, chimneys, and classical pillars and columns.

2. Section IV.B.2 - All construction **must** be compliant with the Pinehurst Development Ordinance and adhere to the relevant Guidelines herein as appropriate to specific projects.

The new residential structure meets the zoning requirements of the PDO. The proposed structure meets the height restrictions, setback restrictions, impervious surface restrictions, and landscaping requirements. A surveyed site plan will be required at the time of permitting and once a building application has been submitted the proposed project will be reviewed in accordance with the current building code.

WINDOWS AND DOORS

1. Section IV.C.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.

The proposed windows appear to be similar to other primary structures in the Pinehurst Historic District. The majority of the windows appear to be double hung, however there is a mixture of window styles that include, two bay windows, four transom windows, one geometric window, two dormer windows, three skylights, and two sidelights at the front door.

Also the proposed doors appear to be similar to other primary structures in the Pinehurst Historic District. According to the material list the proposed doors are to be wood which is compliant with the Historic District Guidelines. Architecturally the front door is consistent with colonial revival architecture with the inclusion of two sidelight windows which frame the front door.

2. Section IV.C.2- Windows should feature true divided or simulated divided lights and muntins or windows with interior fixed muntins. Snap-in muntins **are not appropriate**.

It is unclear from the material submitted if the windows will feature true or simulated divided light. Based on the elevation submitted muntins will be utilized on some windows, however it is unclear if snap in muntins will be used.

3. Section IV.C.3 - Glass block windows **are not allowed** on street-facing elevations.

Glass block windows are not proposed based on the submitted application and elevations.

4. Section IV.C.4 - Applying paint, tint or darkening film to window or door panes is **not appropriate** on street-facing elevations.

The application does not indicate whether paint, tint, or darkening film will be applied to any street facing elevations.

5. Section IV.C.5 - Sliding doors **are not allowed** on street-facing elevations in the Pinehurst Historic District.

Sliding doors have not been proposed based on the submitted application and elevations.

SHUTTERS

1. Section IV.D.1 - Shutters **must** be congruous with existing shutters in the Pinehurst Historic District in style, material, design, and color.

The shutters are proposed to be wood and would appear too similar with other shutters in the Historic District. The application indicates that the shutters are to be painted black.

ACCESSORY FEATURES AND STRUCTURES

1. Section IV.E.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.

The applicant is proposing a garage that is attached to the principal structure with a breezeway. The garage is not front facing and will open toward the rear. The garage will be slightly visible from Fields road, however all that will be seen is a roofline, siding, and two windows.

The breezeway will also function as a small patio area and because of its location, it will not be visible from Fields Road.

In addition to the garage there are some additional site features shown. A side and rear yard white picket fence is show on the graphic renderings of the home. White picket fences are the preferred fencing type within the historic District. A concrete pad is also proposed in the rear/side yard for a future spa. Spas are permitted in the rear/side yard.

2. Section IV.E.3 - Multiple front-facing garages that dominate the façade are not appropriate in the Pinehurst Historic District.

The proposed garage is not front facing, however does face spur road, which is currently in an unfinished state.

BUILDING MATERIALS

1. Section IV.F.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. Section IV.F.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

The proposed new construction will utilize a mix of exterior materials that is consistent with Guidelines. The main color of the structure will be white and the primary trimming color will be grey, both colors are consistent with the Guidelines.

Each proposed building material will be reviewed below for compliance with the Guidelines and whether it is consistent with the Historic District. The HPC has the flexibility and authority to approve requests that are not compliant with the Guidelines, but are deemed congruous with the Pinehurst Historic District.

The proposed siding material is hardie board, lap siding (with a cedar texture). Hardie board siding is a fiber cement product. Fiber cement is not explicitly listed as a compliant materials, however the Commission has previously approved hardie board and other fiber cement products.

The proposed trim material is Royal Trim PVC. Royal Trim is a is a wood replacement product made of PVC, molded into forms while in a different state than normal PVC, enabling it to be cut and shaped much like wood without wood's disadvantages. Engineered wood products are consistent if they mimic the details and character of wood.

The proposed window material is Anderson 400 series windows, which are double hung wood windows. Wood windows are consistent with the Historic District Guidelines.

The proposed shutter material is wood. Wood shutters are consistent with the Historic District Guidelines.

The proposed door material is Anderson Arts and Crafts Wood Oak door. Wood doors are consistent with the Historic District Guidelines.

The proposed foundation and chimney material is stone. Stone is consistent with the historic District Guidelines.

The proposed roofing material is weathered wood asphalt shingles and silver metal roofing over the front porch. Asphalt shingles and metal roofing are consistent with the Historic District Guidelines.



FENCES AND WALLS

1. Section VII.A.4 – 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.

Based on the submitted material the applicant is depicting a white wood picket fence, however the detail on the fence was not provided. Staff has reached out to rectify this and will update the Commission if possible prior to the meeting.

LANDSCAPING AND VEGETATION

1. Section VII.C.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.

It is unclear from the application if any trees greater than 12 inches in DBH will be removed. Staff has reached out to the applicant and will follow up with the Commission prior to the meeting if possible.

Applicable Recommendations from the Historic District Guidelines:

GENERAL

1. Section IV.B.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.

A softer color scheme has been proposed that utilizes a base color of white against the muted color of gray. Both colors are within the Pinehurst Color Palette.

2. Section IV.B.6 - Roof forms should be congruous with the Pinehurst Historic District.

The Guidelines state that well-proportioned roof design with simple lines is preferred and compatible with the Historic District. The proposed roof form, features hipped roof design and an overall simple roof design. The proposed roof form is similar to other roof forms within the Historic District.

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

Excerpt from the Historic District Guidelines

WINDOWS AND DOORS

Guidelines have no recommendations for new construction.

ACCESSORY FEATURES AND STRUCTURES

1. Section IV.E.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.

The proposed attached garage is set behind the principal structure and façade. The garage door will open to the rear of the lot.

FENCES AND WALLS

1. Section VII.A.3 - Residential street side fences should be wood picket, brick or wrought iron or metal (aluminum) that resembles wrought iron. White wood picket fences are the preferred residential street-facing fence type.

The applicant has proposed white picket fence, which will be visible from the street, however is not located adjacent to the street.

LANDSCAPING AND VEGETATION

1. Section IV.E.4 - Existing large trees and other significant landscape elements should be incorporated into plans for additions and new construction.

It is unclear from the submitted site plan how many trees will be removed as a result of the construction. Based on a field visit the lot is not heavily wooded.

Staff Recommendation:

The applicant has submitted a complete application. From a scale perspective the proposed structure appears to be consistent with other homes in the Historic District and proportional to the size of the existing vacant lot. All proposed building materials are consistent with the Guidelines, as well as, the proposed color scheme. The general architecture of the structure appears to align with the Guidelines description of Colonial Revival single family home. Based on the evidence submitted and the reasons listed above the application is compliant with the Historic District Guidelines and the proposed architecture of the structure appears to be consistent with other homes in the Historic District.

EXHIBIT A

Record Id: [COA-2020-00166](#)
File Date: 11/20/2020
Application Status: In Review
Application Type: Historic Certificate of Appropriateness - Major
Description of Work: New house
Application Name: Monroe Residence
Address: 105 FIELDS Rd, PH 28374
Owner Name: MONROE, CLEMENT D & KAMRON D
Owner Address: 185 SHORT RD PINEHURST PINEHURST NC
28374 881
Parcel No: 00028199

Contact Info:

Name:
Organization Name: Dandeneau Architecture P.L.L.C
Contact Type: Applicant
Contact Primary Address:

Licensed Professionals Info:

Primary: N
License Number: Firm# 52074
License Type: Architect# 9472
Name:
Business Name : Dandeneau Architecture P.L.L.C
Business License#:
Job Value: 0.00
Total Fee Assessed: 500.00
Total Fee Invoiced: 500.00
Balance: 0.00

Custom Fields:

GENERAL INFORMATION

Description of Changes to the Structure:	new structure	Type of Work:	New
Existing Use:	Vacant	Proposed Use:	Single Family Low Density
Includes Demolition:	No	Includes Tree Removal:	No
Estimated Cost of Construction:	750000	COA Number:	

PERMIT DATES

Application Expiration Date:
Permit Issued Date:
Permit Expiration Date:

EXHIBIT A

Front Elevation

Existing Material	Proposed Material	Proposed Color
	Hardie Plank Smooth Lap Siding	white

Rear Elevation

Existing Material	Proposed Material	Proposed Color
	Hardie Plank Smooth Lap Siding	white

Right Elevation

Existing Material	Proposed Material	Proposed Color
	Hardie Plank Smooth Lap Siding	white

Left Elevation

Existing Material	Proposed Material	Proposed Color
	Hardie Plank Smooth Lap Siding	white

Trim

Existing Material	Proposed Material	Proposed Color
	Royal Trim - PVC	white

Windows

Existing Material	Proposed Material	Proposed Color
	Andersen Windows - 440 Series (simulated grills)	white

Chimney

Existing Material	Proposed Material	Proposed Color
	Southern LedgeStone by Boral	Grey

Foundation

Existing Material	Proposed Material	Proposed Color
	Southern LedgeStone by Boral	Grey

Front Door

Existing Material	Proposed Material	Proposed Color
	Andersen Arts and Crafts	Wood- Oak

Shutters

Existing Material	Proposed Material	Proposed Color
	Shutter Craft wood louvered shuttersshutters	Dark Grey

EXHIBIT A

Garage Door

Existing Material	Proposed Material	Proposed Color
	Cloplay Steel Garage Door w/ arched window	white

Roof

Existing Material	Proposed Material	Proposed Color
	Certainteed Asphalt shingles - Grand Manor	weathered wood

Roof Exhaust Vents

Existing Material	Proposed Material	Proposed Color
	aluminum	grey

Front Porch

Existing Material	Proposed Material	Proposed Color
	pvc columns/pvc rails	white

Deck

Existing Material	Proposed Material	Proposed Color

Patio

Existing Material	Proposed Material	Proposed Color
	Southern LedgeStone by Boral	Grey

Sidewalk

Existing Material	Proposed Material	Proposed Color

Sky Lights

Existing Material	Proposed Material	Proposed Color
	Velux	Grey

Driveway

Existing Material	Proposed Material	Proposed Color
	crushed stone	grey

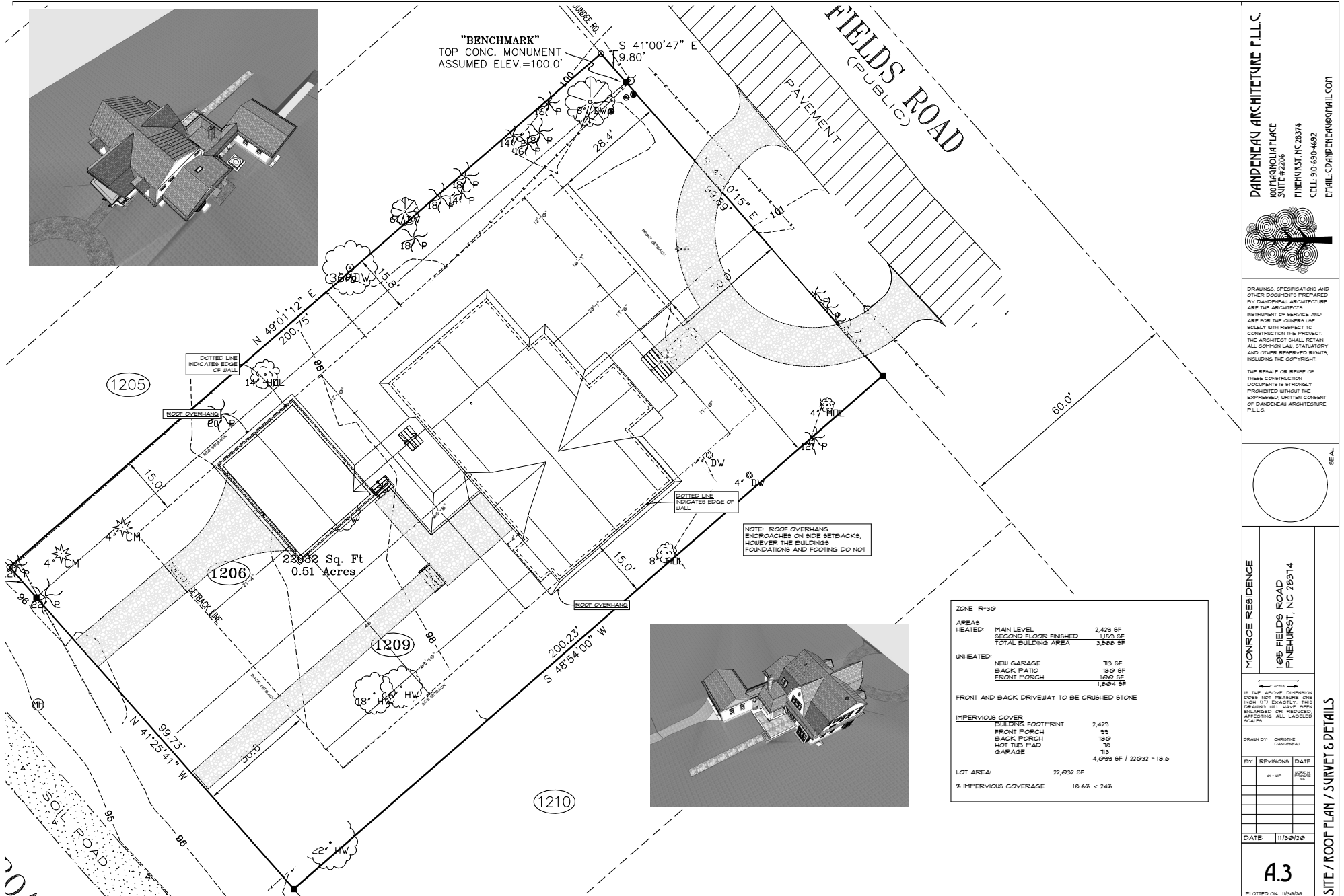
House Number

Existing Material	Proposed Material	Proposed Color
	Metal	black

Other

Existing Material	Proposed Material	Proposed Color

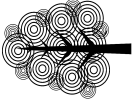
EXHIBIT B



DANDENEAU ARCHITECTURE P.L.L.C.

105 FIELDS ROAD
PINEHURST, NC 28374

CELL 910-630-4632
EMAIL: CDANDENEAU@GMAIL.COM



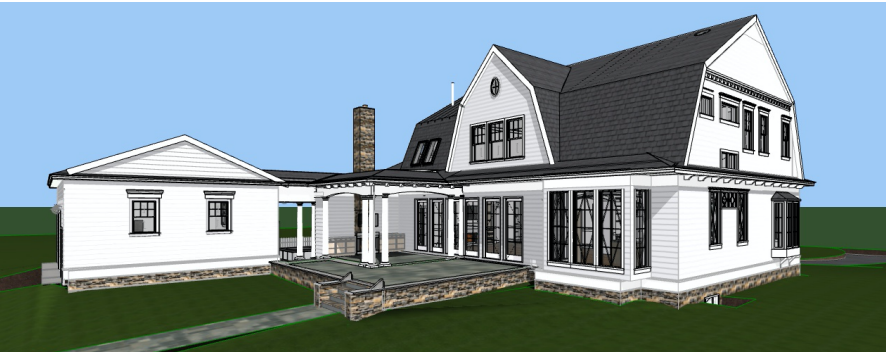
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SITE / ROOF PLAN / SURVEY & DETAILS

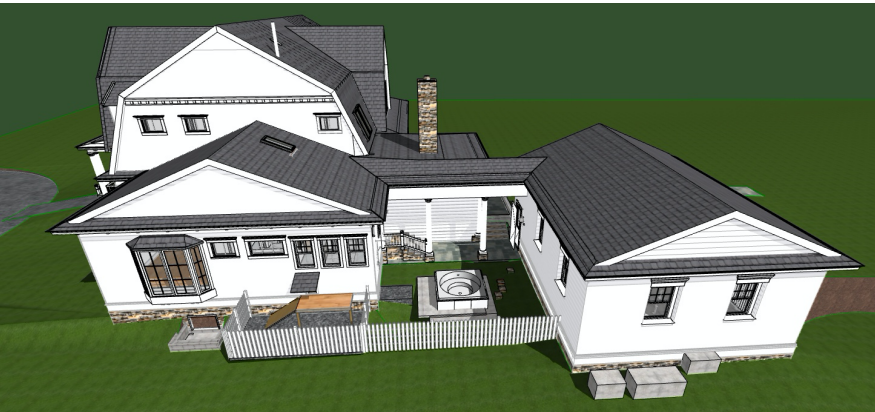
EXHIBIT



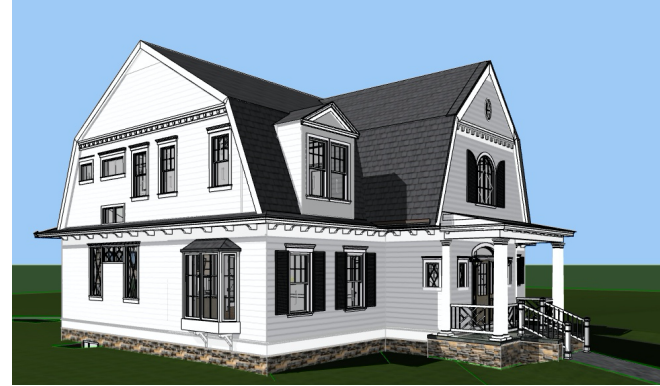
6
A.4 RIGHT SIDE



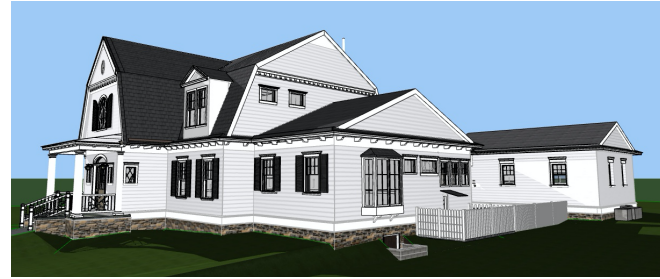
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A.4 BACKSIDE



1
A.4 RIGHT AERIAL



3
A.4 LEFT SIDE

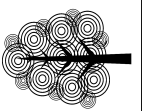


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A.4 RIGHT SIDE

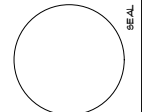


5
A.4 FRONT

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100 MARSHALL PLACE
SUITE #2206
PINEHURST, NC 28374
CELL 910 690-4632
EMAIL CDANDENEAU@GMAIL.COM



MONROE RESIDENCE

105 FIELDS ROAD
PINEHURST, NC 28374

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INCH (25.4 MM) EXACTLY, THIS
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PROPORTIONALLY.

DRAWN BY: CHRISTINE
DANDENEAU

BY: REVISIONS DATE

BY: DATE

DATE

DATE

DATE

DATE

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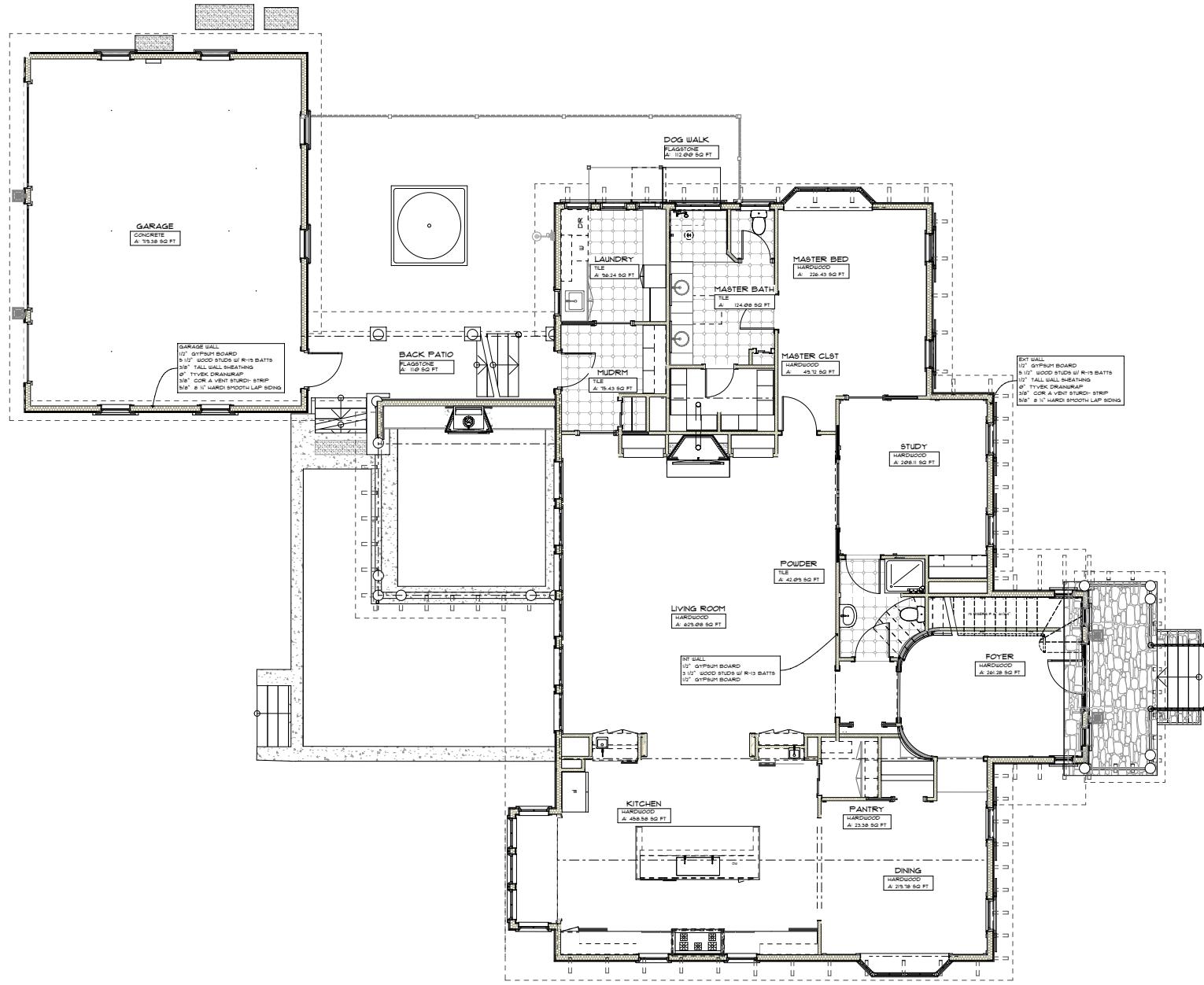
DATE

A.4

PLOTTED ON: 11/20/20

3D VIEWS

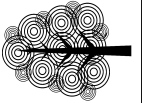
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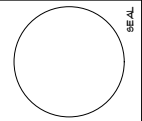
DANDENEAU ARCHITECTURE P.L.L.C.

180 MARSHALL PLACE
SUITE #2206
PINEHURST, NC 28374

CELL 910-680-4632
EMAIL: COANDENEAU@GMAIL.COM



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PINEHURST, NC 28374

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BY: REVISIONS: DATE

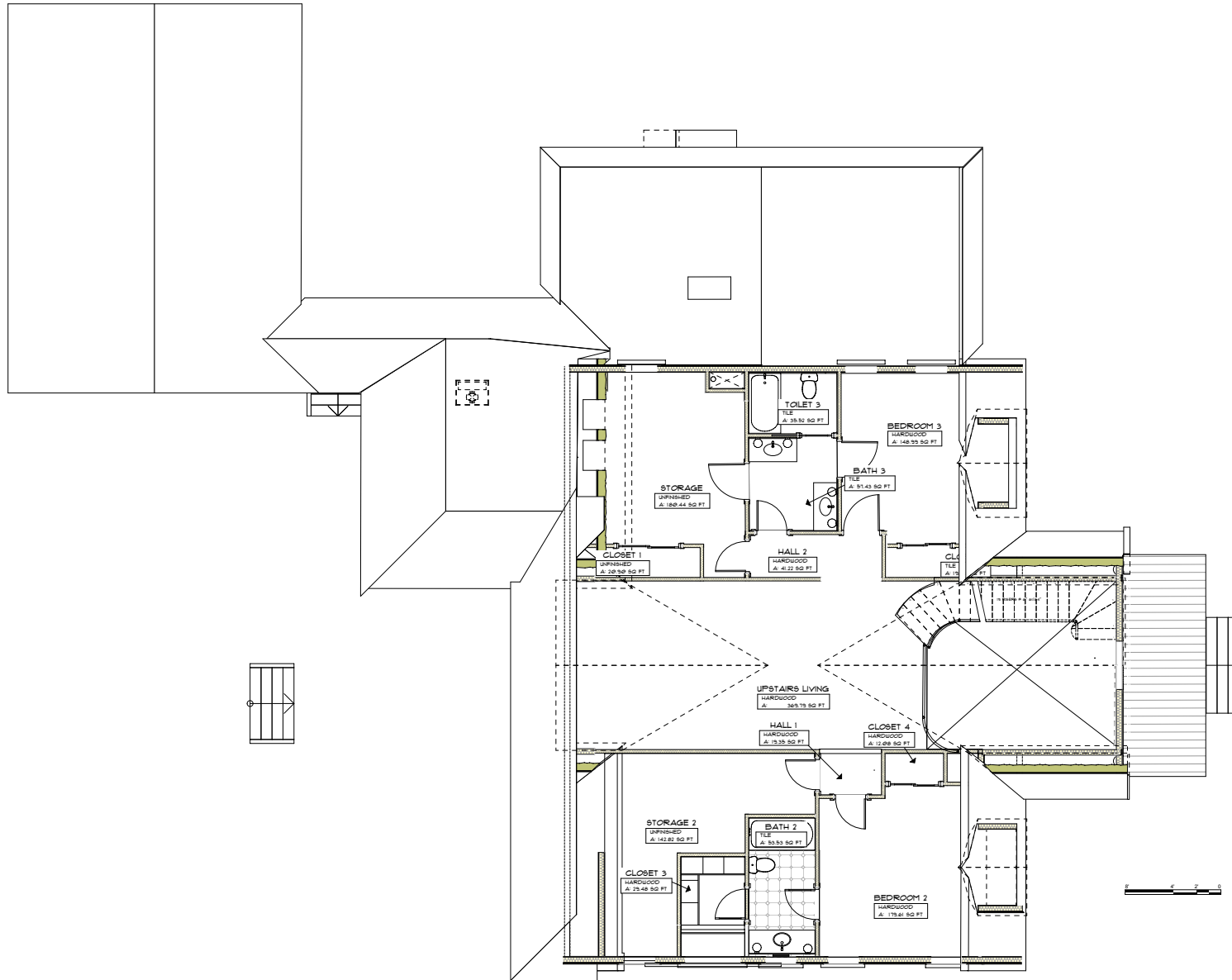
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A.11
PLOTTED ON: 11/20/20

FIRST FLOOR PLAN

EXHIBIT E

\\SERN01\CHS\THEANDREAU\WORK\FILED\2020\2.12.FLDEN.PLN

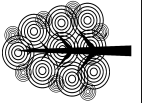


DANDENEAU ARCHITECTURE P.L.L.C.

180 MARSHALL PLACE
SUITE #2206
PINEHURST, NC 28374

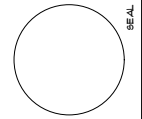
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BY: REVISIONS DATE

BY: DATE

DATE

DATE

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A.12

PLOTTED ON: 11/20/20

SECOND FLOOR PLAN

EXHIBIT

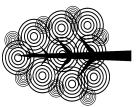


3 FRONT ELEVATION (2)

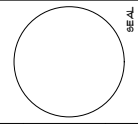


1 BACK ELEVATIONS

DANDENEAU ARCHITECTURE P.L.L.C.
100 MARSHALL PLACE
SUITE #2206
PINEHURST, NC 28374
CELL 910 680 4632
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BY	REVISIONS	DATE
	GR - WP	WORK IN PROGRESS SS
DATE:	11/20/20	

A.16
PLOTTED ON: 11/20/20

BUILDING ELEVATIONS 1 OF 3

EXHIBIT

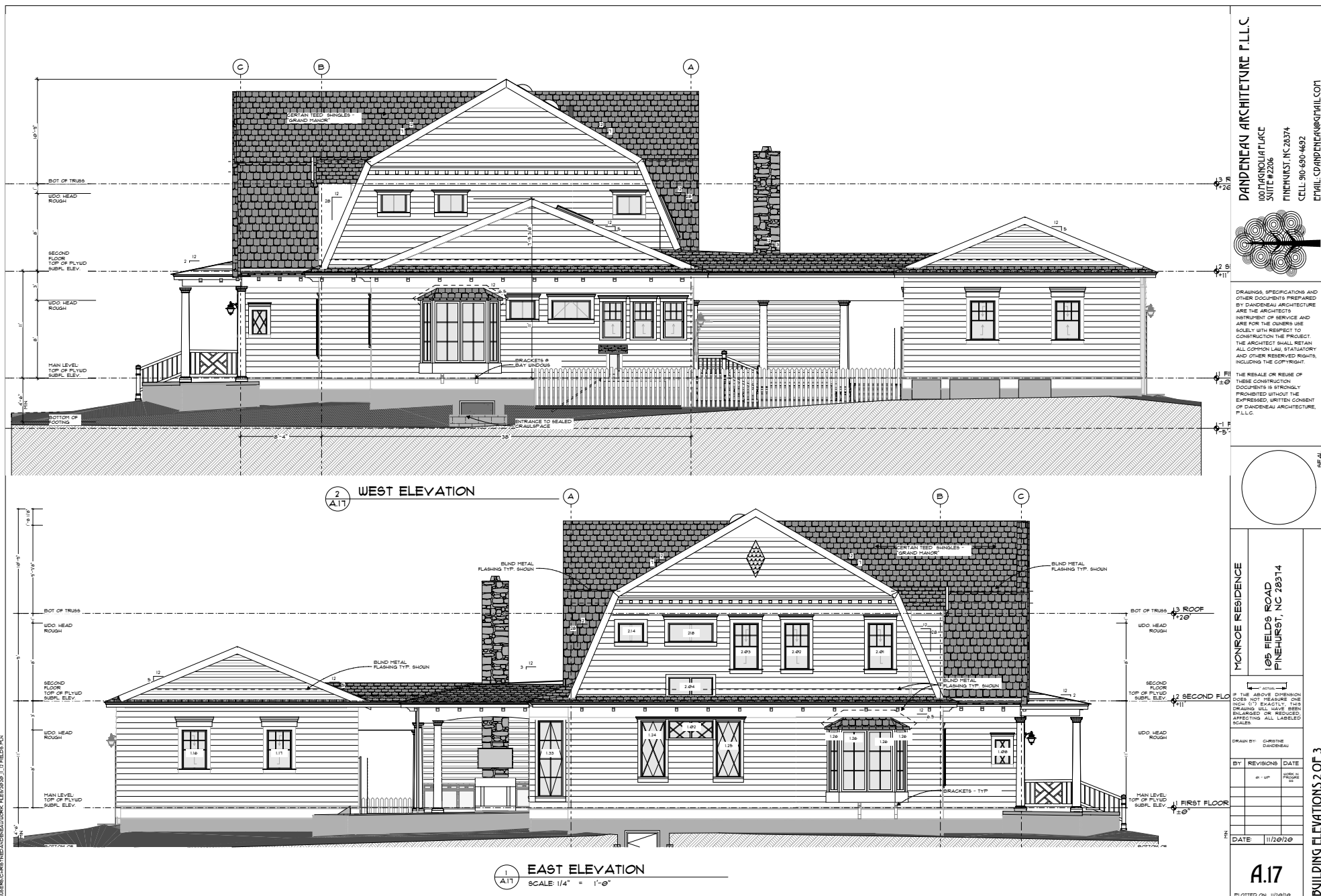
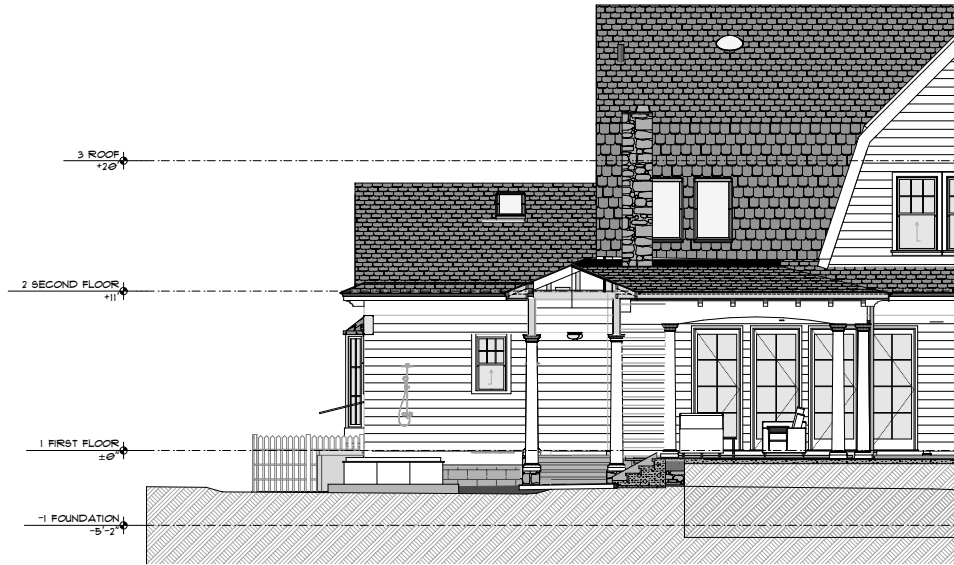
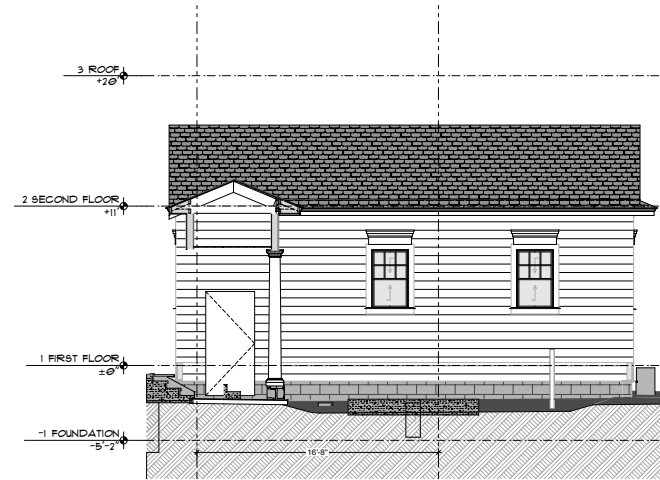


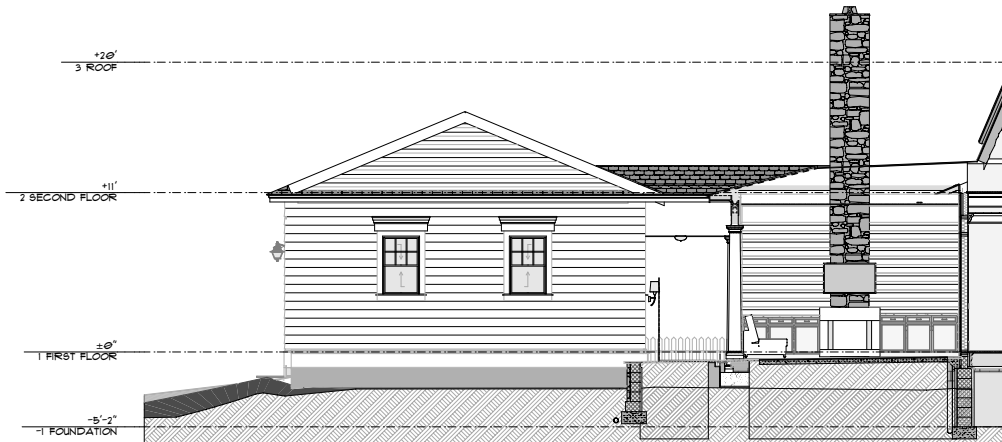
EXHIBIT H



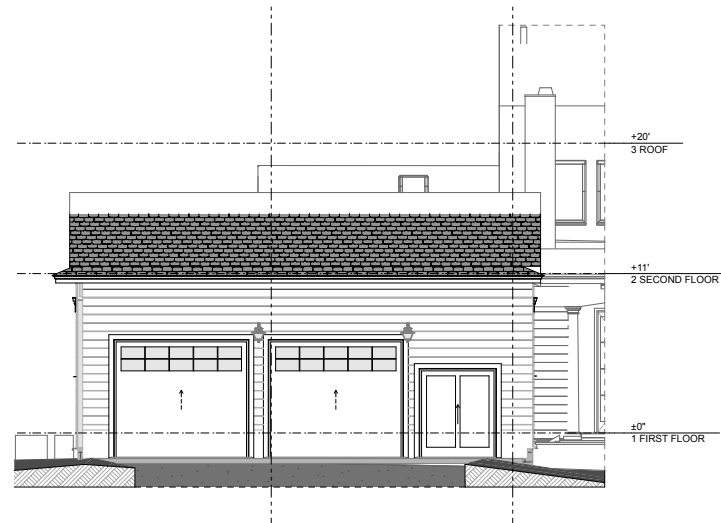
1
A.18 SOUTH ELEVATION



2
A.18 BACK ENTRANCE



3
A.18 FRONT ELEVATION (1)

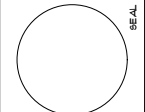


4
A.18 SOUTH ELEVATION

DANDENEAU ARCHITECTURE P.L.L.C.



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MONROE RESIDENCE

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PINEHURST, NC 28374

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BY	REVISIONS	DATE
	GR - WP	WORK IN PROGRESS
		SS
DATE:	11/20/20	

DATE 11/20/20

A.18

PLOTTED ON: 11/20/20

BUILDING ELEVATIONS 3 OF 3

Roof over front porch
5v metal roof crimp in
silver



EXHIBIT I

Roof



Weathered Wood

400 Series Double-Hung Window



Hardie Plank Artisan
Lap Siding 7" reveal



Southern LedgeStone
-Foundation & chimneys



Shuttercraft wood
louvered shutters



Andersen 400 Series
Window





FINAL ORDER – MAJOR COA REQUEST 105 Fields Road
VILLAGE OF PINEHURST
HISTORIC PRESERVATION COMMISSION

Introduction

This matter was heard by the Village of Pinehurst Historic Preservation Commission on December 17, 2020. Having heard the evidence and reviewed any relevant documents submitted by the parties, the Commission now makes the following findings and conclusions.

REQUEST

The applicant Christine Dandeneau, is requesting to construct a new single family home at 105 Fields Road.

The Findings of Fact and Conclusions of Law are to be based on the Official Record in the proceeding that is made up of the official transcripts and any documentary evidence submitted within the course of the proceeding.

FINDINGS OF FACT

Concerning jurisdiction

1. New construction is considered major work

Background (of the property and the location within the district)

1. 105 Fields Road is a vacant lot within the Historic District.
2. A Major COA was granted in 2017 for the demolition of a primary structure.
3. Adjacent property information can be found in the staff report.

For the Record

1. The applicant has submitted a material package which includes: a site plan, floor plans, graphic renderings, architectural elevations, and a digital material sample board.
2. The proposed structure will feature hardie board lap siding, double hung wood windows, asphalt shingles and metal roofing, a stone foundation and a stone chimney, wood oak door framed by sidelight windows, and shutters on the front elevation of the home.
3. The footprint of the structure is approximately 4000 square feet, which includes the footprint of the attached garage.
4. The applicant is also proposing a concrete pad for a spa and a white picket fence

Conclusions of Law

Guideline Requirements:

1. Section IV.B.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. Section IV.B.2 - All construction **must** be compliant with the Pinehurst Development Ordinance and adhere to the relevant Guidelines herein as appropriate to specific projects.
3. Section IV.C.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.
4. Section IV.C.2- Windows should feature true divided or simulated divided lights and muntins or windows with interior fixed muntins. Snap-in muntins **are not appropriate**.
5. Section IV.C.3 - Glass block windows **are not allowed** on street-facing elevations.
6. Section IV.C.4 - Applying paint, tint or darkening film to window or door panes is **not appropriate** on street-facing elevations.
7. Section IV.C.5 - Sliding doors **are not allowed** on street-facing elevations in the Pinehurst Historic District.
8. Section IV.D.1 - Shutters **must** be congruous with existing shutters in the Pinehurst Historic District in style, material, design, and color.
9. Section IV.E.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. Section IV.E.3 - Multiple front-facing garages that dominate the façade are not appropriate in the Pinehurst Historic District. Section IV.F.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.
10. Section IV.F.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.
 - f. Boxed chimneys
11. Section VII.A.4 – 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.
12. Section VII.C.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.

Guideline Recommendations:

1. Section IV.B.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.
2. Section IV.B.6 - Roof forms should be congruous with the Pinehurst Historic District.
3. Section IV.E.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.
4. Section VII.A.3 - Residential street side fences should be wood picket, brick or wrought iron or metal (aluminum) that resembles wrought iron. White wood picket fences are the preferred residential street-facing fence type.

Order

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

☐ That the applicant has satisfied the burden of persuasion and the project as proposed subject to any conditions imposed by the Commission is congruous with the special character of the Pinehurst Historic District and consistent with Historic District Guidelines. A Certificate of Appropriateness is hereby granted for the reasons stated on the attached page.

Or

☐ That the project as proposed is not in conformity with the guidelines, nevertheless the applicant has satisfied the burden of persuasion and the project subject to any conditions imposed by the Commission is deemed congruous with the special character of the Pinehurst Historic District. A Certificate of Appropriateness is granted for the reasons stated on the attached page.

Or

☐ That the applicant has not satisfied the burden of persuasion and the project as proposed is not congruous with the special character of the Pinehurst Historic District. A Certificate of Appropriateness is hereby denied for the reasons stated on the attached page.

Hereby ordered the _____ of _____, 2020.

Clerk to the Historic Preservation Commission

Chair of the Historic Preservation Commission

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

Attachment A
Final Order
105 Fields Road

The Historic Preservation Commission of the Village of Pinehurst has determined that the following additional findings are relevant to a decision for 105 Fields Road:

The following conditions apply to approval of the Certificate of Appropriateness for 105 Fields Road:

The Historic Preservation Commission of the Village of Pinehurst has determined that a Certificate of Appropriateness should/should not be granted for 105 Fields Road based on the following:



COA-2020-00160

ADDITIONAL AGENDA DETAILS:

This public hearing is to consider a request within the Pinehurst Historic District of an exterior modification at 30 Everett Road. The applicant is proposing to replace an existing window with a window that does not match the detail, size, or style of the existing. The subject property can be further identified by Moore County Pin Number #856200067704. The property owners of record are James and Nancy Yardly and the applicant is James Yardly.

FROM:

Peter Hughes

CC:

Darryn Burich

DATE OF MEMO:

12/10/2020

MEMO DETAILS:

This request is before the Commission pursuant to the Historic District Guidelines because replacement of a window with a new window that does not match the original window in style, size, dimension, and detail is considered Major Work requiring issuance of a Certificate of Appropriateness (COA). Please see the attached supplemental documents for more information on this request.

ATTACHMENTS:

Description

- ☐ 30 Everett Road Staff Report
- ☐ 30 Everett Road Application and Material
- ☐ 30 Everett Road Finding of Facts



PLANNING AND INSPECTIONS DEPARTMENT STAFF REPORT

To: Historic Preservation Commission
From: Peter Hughes, Senior Planner
CC: Darryn Burich, Planning and Inspections Director
Kelly Brown, Administrative Specialist
Date: December 7, 2020
Subject: Major COA Request for 30 Everett Road

Applicant: Jim Yardly
Owners: Jim and Nancy Yardly
Professional: Pinehurst Homes
Property Location: 30 Everett Road
Lot Size: 0.434 Acres
Land Use: Single Family Residence
PID# 856200067704

Request and Background:

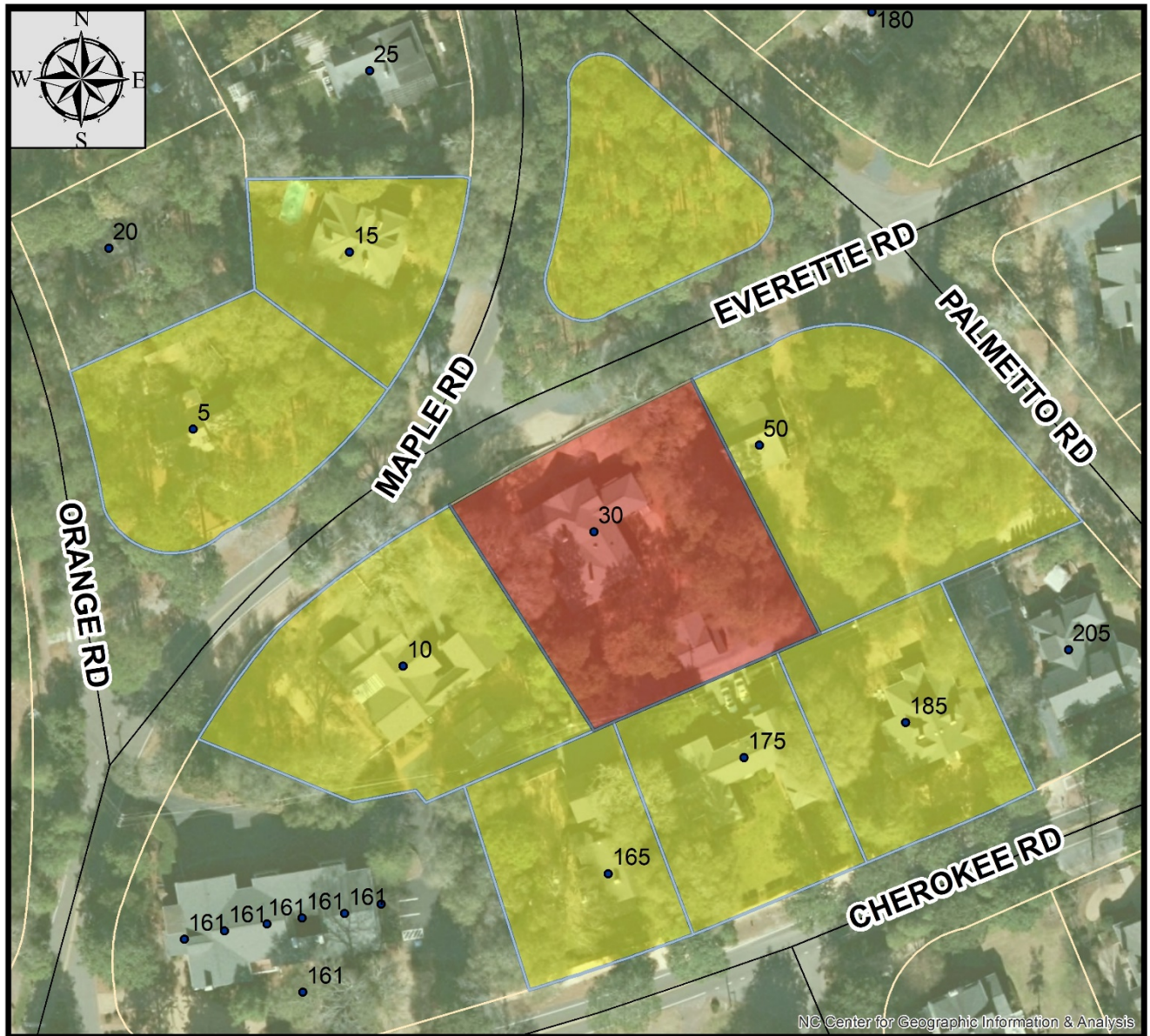
Jim Yardly is requesting a Certificate of Appropriateness for an exterior modification to a structure located within the Pinehurst Historic District at 30 Everett Road. The proposed exterior modification is replacement of a large bow window with a double hung window on the right elevation of the structure. The property can be further identified in the Moore County Tax Registry by Moore County PIN Number #856200067704.

Previously Issued COAs for 30 Everett Road		
Description	Year	Minor or Major
Renovation to the front elevation of the home and removal of a pine tree	2015	Major
Changes to the rear roofline to match the design of existing roofline	2015	Major
Changing windows on the rear of the home to transom windows	2015	Minor
Removal of existing front yard brick wall and construction of white picket fence	2016	Minor

According to the National Historic Landmark Survey, the primary structure at 30 Everett Road was constructed in 1895. All of the adjacent properties within the public hearing notification area are also listed as built prior to 1920. The table and map on the following pages includes the brief histories of each property from the 1996 National Historic Landmark Survey.

National Historic Landmark Survey Table for COA 2020-00029				
#*	Address	Year Built	Contributing	Structure History
1	30 Everett Road	1895	Yes	The Retreat is a one-story frame cottage with German siding, a hip-roofed porch, a gabled dormer, and an engaged front porch with Tuscan columns. From 1918 to 1946 it was owned by members of Mrs. Margaret A. Fitzgerald's family, and its name was changed to the Arlington.
2	15 Maple	1897	Yes	The Tremont is a one-and-a-half-story frame dwelling with a hipped roof, hipped dormers, interior chimneys, and front bay windows. The front porch has been lost.
3	5 Everett Road	1915	Yes	Thomas H. Craig, Pinehurst's Superintendent of Sanitation, was the original owner of this house. It is a one-story, shingle-clad frame cottage with a gable roof, pedimented entrance bay, and one-story side wing.
4	10 Everett Road	1895	Yes	The Woodbine is a one-story frame cottage with vinyl siding and a three-gable roof. The Victorian front porch has been enclosed and a room added to the west side.
5	165 Cherokee Road	1895	Yes	The Arbutus is a two-story, three-bay frame house with gable-end facing the street, a front bay window, and an enclosed porch. A picket fence lines the front of the property.
6	175 Cherokee Road	1895	Yes	The Lenox was built as a ten-room boarding house and was used this way for some years. In 1936 it burned, but was rebuilt. Today the house is two-story L-plan frame dwelling with a gable roof on one wing and a hipped roof with unusual hipped dormers on the other wing.
7	185 Cherokee Road	1895	Yes	The Concord was one of the 25 original cottages built in Pinehurst. In 1920 it was sold to E. L. Scofield of Stamford, Conn. The house is a one-and-a-half-story frame cottage with German siding, a broad gable roof facing the road, hipped dormers, and interior chimneys. The front porch has been removed and replaced with a Colonial Revival hooded entrance.
8	50 Everett Road	N/A	No	Demolished in 2020
9	Vacant Land	NA	NA	Vacant Land Owned by Village of Pinehurst

Major COA Request 30 Everett Road
Historic Preservation Commission
December 17, 2020



Legend

- Subject Property
- Adjacent Properties Notified
- Historic Preservation Overlay
- Pinchurst South Business Overlay

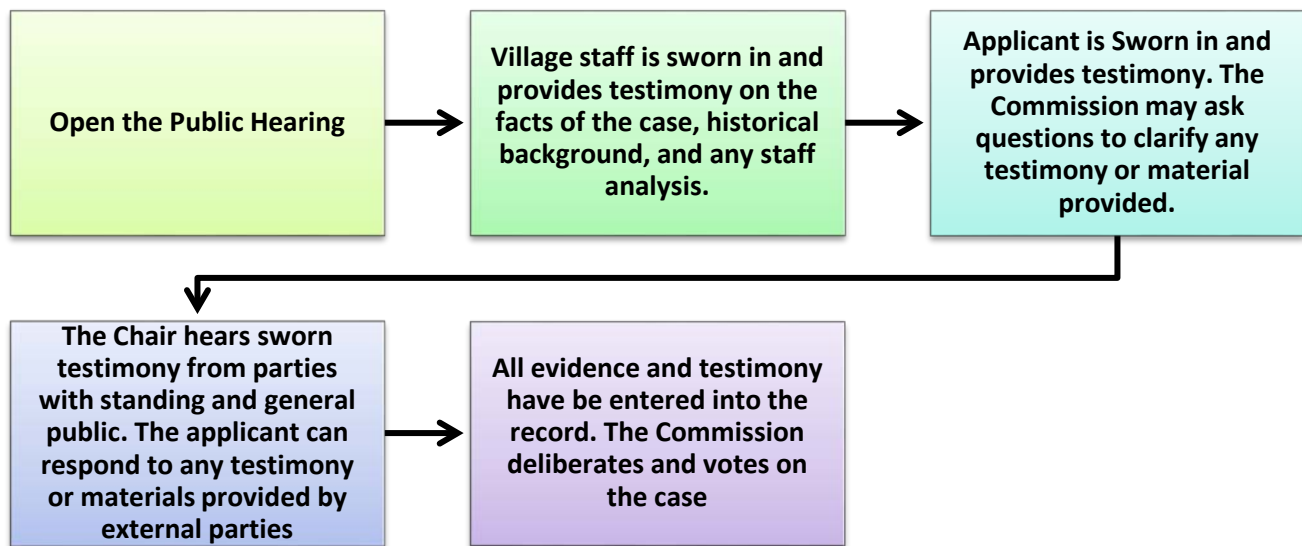
0 65 130 260
Feet

Evidentiary Hearing Process:

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

The hearing will begin with a staff presentation of the case, which explains ordinance requirements, the application, any information on file about the property (previous COAs issued), and any staff analysis that has been made. Following staff's presentation, the applicant will be asked by the Commission to provide additional testimony. The Commission may ask questions during an applicant's testimony to clarify any testimony provided or any material that has been submitted into the record.

The Commission will also hear testimony from parties with standing or general public, at the discretion of the Chair. The applicant has the right to respond to any testimony or material submitted by external parties. When all of the evidence is in, the Commission moves to deliberation and decision of the case. All of this is done in a public hearing



Roles:

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

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

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

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

Action by the Historic Preservation Commission:

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

After conducting the public hearing, the Commission may:

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

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

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

Standards of Review

This request is before the Commission because according to the Village of Pinehurst's Historic District Guidelines, replacement of doors and windows that are not the same style, material, size, and color as the existing doors and windows requires a Major COA. The applicant is proposing to remove a large existing bow window (approximately 9' wide by 53" tall) with a single double hung window (approximately 32" wide by 53" tall) on the right elevation of the structure. The proposed reduction in window area will require the resurfacing of this wall section with lap siding to match existing lap siding. All Major Work **must** be approved by the Commission.

The applicant has provided a detailed project description and supporting documentation with their application. Under the "reason for the project section" of the submittal, the applicant states that window was the result of a 1950s or 1960s addition to the structure. The applicant has submitted an undated photo, prior to the addition, showing the original structure without a bow window (exhibit F).

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

Applicable Guidelines Requirements:

EXTERIOR WALLS AND TRIM

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

The applicant is proposing to replace a bow window with a double hung window on the right elevation of their home. This proposed change would result in a change to an exterior wall.

The applicant is proposing to match the new double hung window to existing double hung windows onsite. The proposed window replacement would also lead to a reduction in window area and the applicant is proposing to fill that area in with lap siding to match existing siding.

Window	Height	Width	Square Footage
Existing Window	53"	9' (or 108")	39.75 square feet
Proposed window	53"	32"	11.78 square feet
Difference	0	76"	27.97 square feet

The proposed changes to the exterior wall would appear to be compatible with the existing architecture of the structure and would appear to be similar to other cottage style homes with in the Historic District.

2. *Section III.B.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**.

The applicant is not proposing to cover any wall material with coatings or materials such as vinyl or aluminum siding.

WINDOWS AND DOORS

1. Section III.C.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.

As mentioned above, the applicant is requesting to replace a 108"x53" bow window with a 32"x53" double hung window. The existing bow window is the only window of its style featured on the house and it is not visible from street as it is (located on the right elevation).

Double hung windows are featured on both the right and left elevations of 30 Everette Road and the addition of another double hung window would not conflict with the existing architecture.

The applicant has submitted undated documentation (photos) of the structure prior to a 1950s or 60s addition that included the bow window. The historical photo shows that the original right elevation did not feature a bow window, but a style of window similar to the proposed double hung window. The re-introduction of a double hung window would appear to be compatible with both existing and previous architecture.

2. Section III.C.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**.

The applicant will not be matching the existing window like for like. The replacement window will not match the dimension, style, size, or shape of the existing window, but will match other existing windows on the structure. It is unclear from the application material if the windows will have true or simulated divided light. Snap-in muntins have not been proposed.

3. Section III.B.11 – Glass Block windows are **not permitted** on street-facing elevations.

Glass block windows have not been proposed.

4. Section III.B.12 – Painted, tinted or filmed glass on windows or doors is **not appropriate** on street-facing elevations.

The subject window is not street facing.

WOOD

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

The reduction in window area from a bow to double hung window will require the addition of siding material. The applicant has proposed to match the existing wood, lap siding like for like. Lap siding is an architectural detail featured throughout the Historic District.

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

Based on the application and project description the applicant has not proposed covering any wooden detail with vinyl, aluminum, Masonite or similar engineered product.

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

Based on the provided exterior material list the applicant intends to paint the new siding and new window to match existing.

4. 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**.

Neither vertical siding nor plywood have been proposed.

PAINT

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

The applicant is proposing to match the existing color scheme of the structure. The window and trim will be painted white and the siding will be painted gray to match.

Applicable Recommendations from the Historic District Guidelines:

WINDOWS AND DOORS

1. Section III.C.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.

Typically changes to windows, especially changes in both window style and size, impact the architectural character of a home. However in this case the applicant has submitted historical documentation illustrating that by replacing the existing bow window with a double hung window they are returning to the original or more historic architecture of the home.

2. Section III.B.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.

The applicant as previously stated, is proposing to decrease the window size by 27.97 square feet. The resizing of the window is not to accommodate code compliance or accessibility.

3. Section III.B.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.

The existing trim is wood and the applicant is proposing to match the wood trim.

4. Section III.B.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.

The applicant is proposing to match the new double hung window to existing double hung windows on the structure, which would include the number of panes, mullions, and muntins. In this case the muntin and pane pattern is created through an interior shutter.

5. Section III.B. 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.

The location of the existing and proposed window is not easily visible from the street.

WOOD

1. Section III.K.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.

As a result of the proposed downsizing of a window, new wood siding will be required. The applicant is limiting the project to the minimum amount necessary and is replacing it in kind to match the rest of the siding on the historic structure.

Staff Comments:

The applicant has submitted a complete application. The applicant is proposing to replace a single bow window with a single double hung window. This proposed window would be compatible with other windows on the structure and the new siding that is also proposed would match existing details. In addition, the applicant has strengthened their request by providing historical documentation showing a similar window design prior to a 1950s or 1960s addition. Staff does not believe that this change in windows style would be detrimental to the current architecture of the home and that it would be similar in architectural detail to many other homes within the Historic District.

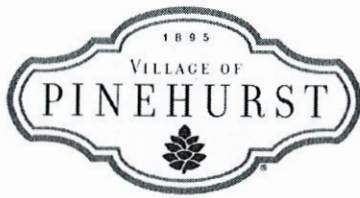


EXHIBIT A

COA - 2020-00160

Historic Certificate of Appropriateness (COA)

Major and Minor

Fee: \$100 - Minor

Fee: \$500 - Major

(Revised 02/2020)

ENCLOSED

☒ Major Work☐ Minor Work

Certificate of Appropriateness Information

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

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

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

Intake Information

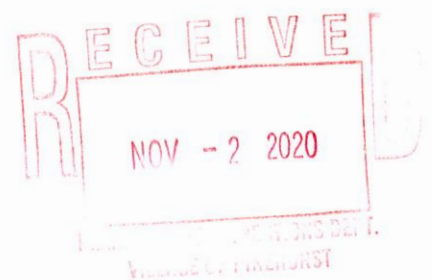
Property Address	
Street Address	30 EVERETTE RD. -- RETREAT COTTAGE
City, State, Zip Code	PINEHURST NC 28374
Parcel ID #	LOT 1802-R, OLD TOWN PINEHURST, # 26653 BOOK 5367, PAGE 148

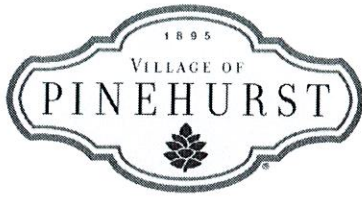
Owner Information			
Name	JAMES/NANCY YARDLEY	Home Phone #	--
Street Address	2618 SUTTON CT	Mobile Phone #	205-516-0681
City, State, Zip Code	HOUSTON TX 77027	Business Phone #	--
Email	james.c.yardley@gmail.com		

Applicant			
Name	SAME AS OWNER	Other Phone #	
Email		Street Address	
Mobile Phone #		City, State, Zip Code	

SCANNED

Planning and Inspections Department
395 Magnolia Rd - Pinehurst, North Carolina 28374
(910) 295-8660 - Fax (910) 295-1396 - www.vopnc.org
Page 1 of 3





Historic Certificate of Appropriateness (COA) Major and Minor

Fee: \$100 – Minor

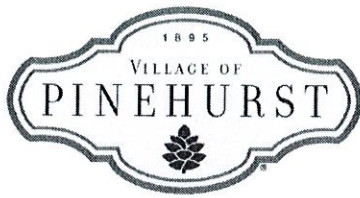
Fee: \$500 – Major

(Revised 02/2020)

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

General Information

Description of Changes to the Structure	SEE ATTACHED		
Type of Work	☐ Addition	☒ Alteration	☐ New
Existing Use		Proposed Use	
☐ Vacant ☐ Single Family Low Density ☒ Single Family Medium Density ☐ Single Family High Density ☐ Multi-Family Development ☐ Office ☐ Retail ☐ Lodging ☐ Recreational ☐ Institutional ☐ Medical ☐ Industrial ☐ Services		☐ Vacant ☐ Single Family Low Density ☒ Single Family Medium Density ☐ Single Family High Density ☐ Multi-Family Development ☐ Office ☐ Retail ☐ Lodging ☐ Recreational ☐ Institutional ☐ Medical ☐ Industrial ☐ Services	
Includes Demolition		☐ Yes ☒ No	
Includes Tree Removal		☐ Yes ☒ No	
Estimated Cost of Construction		\$10,000	



Historic Certificate of Appropriateness (COA) Major and Minor

Fee: \$100 – Minor

Fee: \$500 – Major

(Revised 02/2020)

Exterior Materials and Colors

	Existing Material	Proposed Material	Proposed Color
Front Elevation			
Rear Elevation			
Right Elevation Siding	German Shiplap Wood	German Shiplap Wood	Gray (same as existing)
Left Elevation			
Trim on Window	Wood	Wood	white (same as existing)
Windows	Bow style -- wood	Double-hung	white (same as existing)
Chimney			
Foundation			
Front Door			
Shutters			
Garage Door			
Roof			
Roof Exhaust Vents			
Front Porch			
Deck			
Patio			
Sidewalk			
Sky Lights			
Driveway			
House Number			
Other: _____			

wood interior / aluminum clad exterior
-- same as 85% of the cottage's windows

Required Documents

- ☐ Site Plan/Survey or Sketch
- ☐ Floor Plans

- ☒ Elevation Drawings; Photo of similar existing window and wall.
- ☐ Landscaping Plan

Certification

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

Applicant Signature: _____

Date: 11/1/20

Property Owner Signature: _____

Date: 11/1/20

Planning and Inspections Department

395 Magnolia Rd - Pinehurst, North Carolina 28374
(910) 295-8660 - Fax (910) 295-1396 – www.vopinc.org

30 Everette Rd, Retreat Cottage — Description of Change to Structure — November 2020

Project Description

This project is the straight-forward alteration of a window on the right side of Retreat cottage. The window is not a street-facing one. The existing bow window (see attached photo), approximately 9' wide by 53" tall, will be replaced by a double-hung window, approximately 32" wide by 53" tall. Then the existing German shiplap siding on that right side of the cottage, painted the existing gray color, will be redone to meet the new double-hung window, and the window trimmed out to match the white trim on all other windows on Retreat.

The right side elevation view of the front right wing of Retreat, after replacing the window and redoing the exterior wall, will look nearly identical to an existing window and wall on the right side of Retreat (see photo: Right Back Wing of Retreat — front view). *Also, see Elevation Drawing, Side View.*

Background

My wife and I purchased Retreat Cottage (see photo) this May 2020 and are in the process of making it our primary residence. We appreciate the historic significance of Retreat, built in 1895. We also appreciate the preservation/renovation work done recently by Bart Boudreaux to restore Retreat to its historic roots while updating the interior. We intend to be good stewards of Retreat's historic character and design.

Reason for the Project:

The bow window is incongruous with the historic origins of the Retreat cottage/bungalow. The bow window probably was added in or around the 1950's or 1960's as part of an addition to Retreat. The bow window is more compatible with suburban ranch house styles of that time, not cottages such as Retreat built in 1895. I can not find a bow window on any other historic cottage in the Pinehurst Historic District.

The new double-hung window will be more congruous with three other windows that are currently on the right side of Retreat (see attached photos). Also, it will be more in keeping with the original look of the cottage (see the undated photo of Retreat before the addition of the right wing and the bow window). Finally, it will be similar to windows on other cottages in the Historic District (see attached photos of single double-hung windows on exterior walls of several cottages — Mistletoe, Craddock, Dogwood, Sunshine).

EXHIBIT A

Additional Details of Project:

The new double-hung window will be wood frame interior, aluminum clad exterior, and double paned, all the same as many of Retreat's existing windows. At approximately 32" wide by 53" tall, it will be approximately the same size as the three existing single double-hung windows on the right side of Retreat, and it will be on a wall of similar length to that of one of those windows. Also like the three other windows, the upper and lower sashes will be of equal size with no muttons (although I'm still considering a vertical mutton on the upper sash, integrated divided light style).

(See the attached brochure information from Pella Windows as a "go-by").

The surrounding wood trim, painted white, will be approximately 4-5" wide and match the trim on the other windows. The German shiplap ^{wood}siding will be redone to match the Retreat's existing siding, both in style and color. See photos for samples of trim and siding materials and colors.

Plantation shutters will be installed on the interior of the new window to match all other windows in Retreat.



30 EVERETTE RD -- RETREAT

OCTOBER 2020

SCANNED



30 EVERETTE RD -- RETREAT

RIGHT FRONT WING

SIDE VIEW

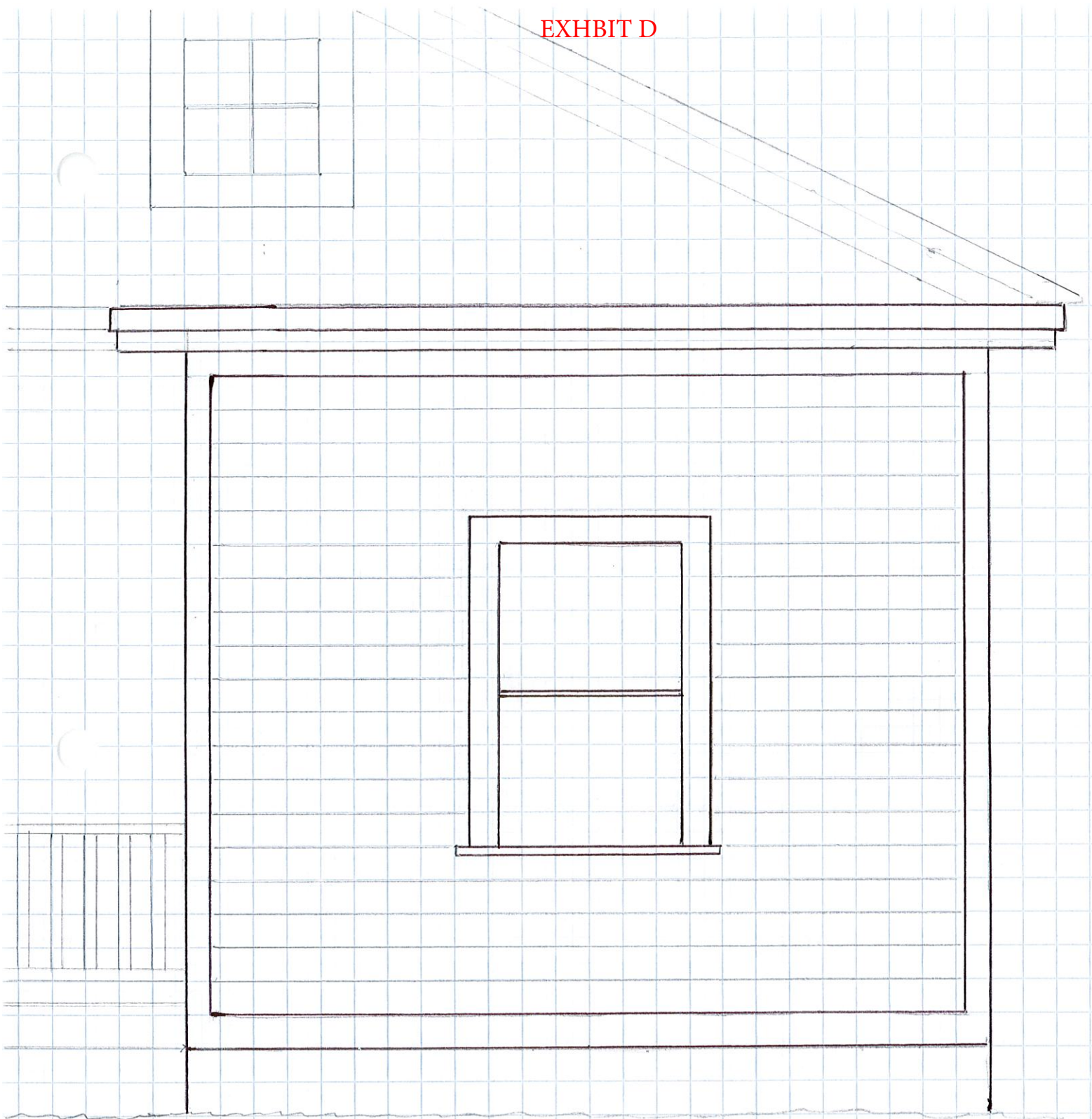
BOW WINDOW

GERMAN SHIPLAP WOOD SIDING -- GRAY

WOOD TRIM -- WHITE

SCANNED

OCTOBER 2020



ELEVATION DRAWING

30 EVERETTE RD
RETREAT

PROPOSED
RIGHT FRONT WING
SIDE VIEW

$\frac{1}{2}$ " = 1 FOOT

SCANNED

NOV. 2020

5



30 EVERETTE RD -- RETREAT

RIGHT BACK WING
FRONT VIEW

SINGLE DOUBLE-HUNG WINDOW
GERMAN SHIPLAP WOOD SIDING -- GRAY
WOOD TRIM -- WHITE

SCANNED

OCTOBER 2020



30 EVERETTE RD -- RETREAT

UNDATED PHOTO

BEFORE ADDITION OF RIGHT FRONT WING

ON SIDE VIEW : SINGLE WINDOW,
PROBABLY DOUBLE-HUNG

SCANNED



30 EVERETTE RD -- RETREAT

RIGHT BACK WING

SIDE VIEW - 45° ANGLE

3 DOUBLE-HUNG WINDOWS

GERMAN SHIPLAP WOOD SIDING -- GRAY
WOOD TRIM -- WHITE

SCANNED

OCTOBER 2020



MISTLETOE COTTAGE

SINGLE DOUBLE-HUNG WINDOW

GERMAN SHIPLAP SIDING

SCANNED

OCTOBER 2020



CRADDOCK COTTAGE

SINGLE DOUBLE-HUNG WINDOW
GERMAN SHIPLAP SIDING

SCANNED

OCTOBER 2020



DOGWOOD COTTAGE

SINGLE DOUBLE-HUNG WINDOW
SHIPLAP SIDING

SCANNED

OCTOBER 2020



SUNSHINE COTTAGE

SINGLE DOUBLE-HUNG WINDOW
SHINGLE SIDING

OCTOBER 2020

SCANNED

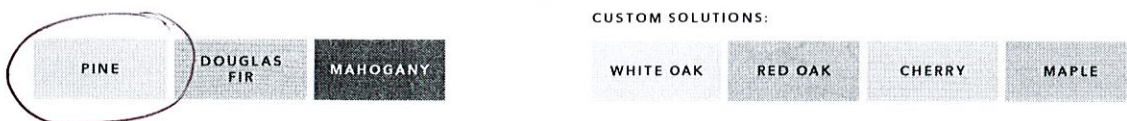
PELLA WINDOWS -- ARCHITECT SERIES
TRADITIONAL

COLORS

WOOD TYPES

Choose the wood species that best complements your project.

CUSTOM SOLUTIONS:



PREFINISHED PINE
INTERIOR COLORS

Custom interior finishes, unfinished or primed and ready-to-paint are also available.



ALUMINUM-CLAD
EXTERIOR COLORS

Our low-maintenance EnduraClad® exterior finish resists fading. Take durability one step further with EnduraClad Plus which also resists chalking and corrosion.⁶

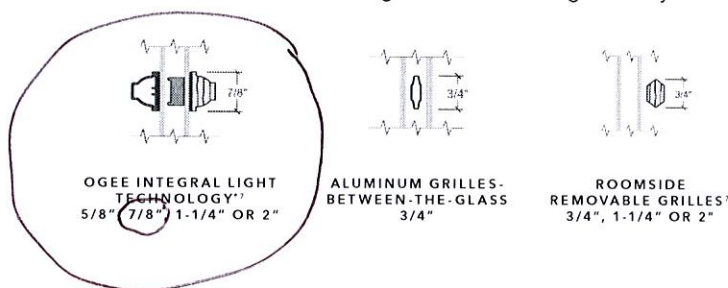


Custom colors are also available.

GRILLES

GRILLES

Choose the look of true divided light or make cleaning easier by selecting grilles-between-the-glass.



ADDED SECURITY

INSYNCTIVE⁴
TECHNOLOGY

Integrated wireless security sensors maintain aesthetics, streamline security installation and ensure no warranty loss is caused by post-installation drilling. Sensors are compatible with major security panel systems. For more information, go to connectpella.com.

¹ Some Pella products may not meet ENERGY STAR® guidelines in Canada. For more information, contact your local Pella sales representative or go to energystar.gc.ca.
² Based on comparing written limited warranties of leading national wood window and wood patio door brands. See written limited warranty for details, including exceptions and limitations, at installpella.com/warranties.
³ Performance ratings vary based on product configuration.
⁴ Flush multi-slide handle is a Pella exclusive design.
⁵ Flush multi-slide handle is not available in Antique Brass, Champagne or Polished Nickel.
⁶ EnduraClad Plus protective finish is not available with all colors. See your local Pella sales representative for availability.
⁷ Color-matched to your product's interior and exterior color.

PRODUCT SPECIFICATIONS

WINDOW & PATIO DOOR STYLES	MIN. WIDTH	MIN. HEIGHT	MAX. WIDTH	MAX. HEIGHT	PERFORMANCE CLASS AND GRADE	PERFORMANCE VALUES			FRAME / INSTALL
						U-FACTOR	SHGC	STC	
AWNING	13-3/4"	13-3/4"	53"	59"	LC40-CW50	0.25-0.29	0.18-0.47	27-33	Fold-out Fin, Block Frame, EnduraClad Exterior Trim / Brickmould
PRECISION FIT AWNING	17"	17"	53"	29"	R45-CW50	0.28-0.33	0.18-0.47	27-30	Pocket Replacement
CASEMENT	13-3/4"	13-3/4"	41"	96"	CW30-CW50	0.25-0.29	0.18-0.47	28-32	Fold-out Fin, Block Frame, EnduraClad Exterior Trim / Brickmould
PRECISION FIT CASEMENT	17"	17"	35"	73"	R50-CW50	0.28-0.33	0.18-0.47	27-30	Pocket Replacement
FIXED CASEMENT	10"	10"	144"	144"	CW30-CW50	0.25-0.29	0.18-0.47	28-32	Fold-out Fin, Block Frame, EnduraClad Exterior Trim / Brickmould
PRECISION FIT FIXED CASEMENT	17"	17"	59"	73"	R50-CW50	0.28-0.33	0.18-0.47	27-30	Pocket Replacement
DOUBLE-HUNG	14"	24-3/8"	54"	96"	CW40-CW50	0.25-0.30	0.19-0.53	26-34	32" WIDE / 53" HEIGHT Fold-out Fin, Block Frame, EnduraClad Exterior Trim / Brickmould
PRECISION FIT DOUBLE-HUNG	13-1/2"	23-3/4"	48"	84"	CW40-CW50	0.25-0.31	0.19-0.53	26-30	
IN-SWING HINGED PATIO DOOR (SINGLE)	18"	36"	48"	119-1/2"	LC40-LC55	0.25-0.29	0.14-0.40	31-35	
IN-SWING HINGED PATIO DOOR (DOUBLE)	36"	36"	96"	119-1/2"	LC40-LC55	0.25-0.29	0.14-0.40	31-35	
OUT-SWING HINGED PATIO DOOR (SINGLE)	18"	36"	48"	119-1/2"	R50-LC70	0.25-0.30	0.14-0.39	30-36	
OUT-SWING HINGED PATIO DOOR (DOUBLE)	36"	36"	96"	119-1/2"	R50-LC70	0.25-0.30	0.14-0.39	30-36	
SLIDING PATIO DOOR (O)	30-3/4"	74"	60-3/4"	119-1/2"	LC25-LC70	0.26-0.32	0.15-0.42	-	
SLIDING PATIO DOOR (OX, XO)	59-1/4"	74"	119-1/2"	119-1/2"	LC25-LC70	0.26-0.32	0.15-0.42	29-35	
SLIDING PATIO DOOR (OXO)	90"	74"	180"	119-1/2"	LC25-LC70	0.26-0.32	0.15-0.42	-	
SLIDING PATIO DOOR (OXXO)	116-1/8"	74"	236-1/8"	119-1/2"	LC25-LC70	0.26-0.32	0.15-0.42	-	
MULTI-SLIDE PATIO DOOR	40-1/8"	50-1/2"	701-3/8"	119-1/2"	R15-LC25 ³	0.30-0.36	0.15-0.46	-	For more info visit PellaADM.com
BIFOLD PATIO DOOR	31-3/4"	55-1/2"	312"	119-1/2"	R15-R25 ³	0.26-0.44	0.13-0.45	-	

WINDOW SIZES AVAILABLE IN 1/8" INCREMENTS

Special sizes available. For more information regarding performance, visit installpella.com/performance.
For more information regarding frame and installation types, visit PellaADM.com.

WINDOW HARDWARE

CLASSIC COLLECTION

Get a timeless look with authentic styles in classic finishes.



FOLD-AWAY CRANK
Antiek



SPOON-STYLE LOCK

FINISHES:

CHAMPAGNE	WHITE	BROWN	MATTE BLACK
OIL-RUBBED BRONZE	SATIN NICKEL	BRIGHT BRASS	ANTIQUE BRASS

RUSTIC COLLECTION

Create a distinct and charming look with distressed finishes.



FOLD-AWAY CRANK
Antiek



SPOON-STYLE LOCK

FINISHES:

DISTRESSED BRONZE	DISTRESSED NICKEL
-------------------	-------------------

³ See back cover for disclosures.

SCANNED

November 1, 2020

Village of Pinehurst

Planning and Inspections Department

395 Magnolia Rd

Pinehurst, NC 28374

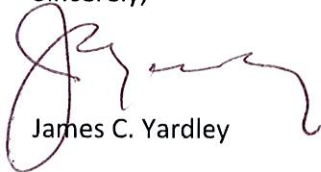
Attention: Peter Hughes, Senior Planner

Re: 30 Everette Road Window Alteration

Sir,

This letter grants permission to [Contractor, to be named later] to represent me and act on my behalf with respect to all matters concerning the Historic Certificate of Appropriateness and any required permits.

Sincerely,



James C. Yardley

SCANNED



FINAL ORDER – MAJOR COA REQUEST 30 Everett Road
VILLAGE OF PINEHURST
HISTORIC PRESERVATION COMMISSION

Introduction

This matter was heard by the Village of Pinehurst Historic Preservation Commission on December 17, 2020. Having heard the evidence and reviewed any relevant documents submitted by the parties, the Commission now makes the following findings and conclusions.

REQUEST

Applicant and homeowner Jim Yardly, is requesting to replace an existing bow window with a single double hung window.

The Findings of Fact and Conclusions of Law are to be based on the Official Record in the proceeding that is made up of the official transcripts and any documentary evidence submitted within the course of the proceeding.

FINDINGS OF FACT

Concerning jurisdiction

1. According to the Historic District Guidelines a Major COA is required when a replacement window does not match the style, material, size, and color of the existing window.

Background (of the property and the location within the district)

1. 30 Everett Road was constructed in 1895 and is considered a contributing structure.
2. 30 Everett Road is a one-story frame cottage with German siding, a hip-roofed porch, a gabled dormer, and an engaged front porch with Tuscan columns.
3. From 1918 to 1946 it was owned by members of Mrs. Margaret A. Fitzgerald's family, and its name was changed to the Arlington. A Major COA was granted in 2017 for the demolition of a primary structure.
4. Adjacent property information can be found in the staff report.

Previously Issued COAs for 30 Everett Road

Description	Year	Minor or Major
Renovation to the front elevation of the home and removal of a pine tree	2015	Major
Changes to the rear roofline to match the design of existing roofline	2015	Major
Changing windows on the rear of the home to transom windows	2015	Minor
Removal of existing front yard brick wall and construction of white picket fence	2016	Minor

For the Record

1. The applicant has submitted a material package which includes: photos of the existing window, photos of other historic homes, an undated historical photo, an elevation drawing, a detailed project description, and window specifications.
2. The applicant is requesting to change the size and style of window from a bow window to a double hung.
3. The bow window measures 108"by 53" and the proposed double hung window measures 53" by 32".
4. As a result of the downsizing of the window, additional lap siding will be required.
5. The applicant is proposing to match all new materials to existing and is proposing to match the color scheme to existing.
6. The window as it is, is not visible from the street.

Conclusions of Law

Guideline Requirements:

1. Section III.B.1 - Any changes or additions to an exterior wall, such as windows or door openings, bays, vents, balconies or chimneys, **must** be compatible with the architecture of the structure and **must** be congruous with the character of the Pinehurst Historic District.
2. Section III.B.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**.
3. Section III.C.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.
4. Section III.C.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. Section III.B.11 – Glass Block windows are **not permitted** on street-facing elevations.
6. Section III.B.12 – Painted, tinted or filmed glass on windows or doors is **not appropriate** on street-facing elevations.
7. Section III.K.1 – New wooden features or details or replacement of a missing feature or detail or element **must** be compatible with the architectural character of the structure and **must** be congruous with the Pinehurst Historic District.
8. Section III.K.5 –Vinyl, aluminum, Masonite or similar engineered wood product **must not** cover a wooden detail, element, or feature. Wooden surfaces and features **must** be painted or stained and should be in colors that are in the Village of Pinehurst Color Palette. 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**.
9. Section III.N.1 – Paint and stain colors for exterior walls, architectural elements or details, decks, and porches **must be compatible** with the architectural character of the structure, **must be congruous** with the Pinehurst Historic District, and should be in the Village of Pinehurst Color Palette. Darker colors are recommended for trim and accents only.

Guideline Recommendations:

1. Section III.C.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.
2. Section III.B.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.
3. Section III.B.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.
4. Section III.B.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.
5. Section III.B. 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.
6. Section III.K.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.

Order

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

☐ That the applicant has satisfied the burden of persuasion and the project as proposed subject to any conditions imposed by the Commission is congruous with the special character of the Pinehurst Historic District and consistent with Historic District Guidelines. A Certificate of Appropriateness is hereby granted for the reasons stated on the attached page.

Or

☐ That the project as proposed is not in conformity with the guidelines, nevertheless the applicant has satisfied the burden of persuasion and the project subject to any conditions imposed by the Commission is deemed congruous with the special character of the Pinehurst Historic District. A Certificate of Appropriateness is granted for the reasons stated on the attached page.

Or

☐ That the applicant has not satisfied the burden of persuasion and the project as proposed is not congruous with the special character of the Pinehurst Historic District. A Certificate of Appropriateness is hereby denied for the reasons stated on the attached page.

Hereby ordered the _____ of _____, 2020.

Clerk to the Historic Preservation Commission

Chair of the Historic Preservation Commission

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

Attachment A
Final Order
30 Everett Road

The Historic Preservation Commission of the Village of Pinehurst has determined that the following additional findings are relevant to a decision for 30 Everett Road:

The following conditions apply to approval of the Certificate of Appropriateness for 30 Everett Road:

The Historic Preservation Commission of the Village of Pinehurst has determined that a Certificate of Appropriateness should/should not be granted for 30 Everett Road based on the following:



STAFF APPROVALS 11/10/2020 TO 12/9/2020
ADDITIONAL AGENDA DETAILS:

FROM:

Peter Hughes

CC:

Darryn Burich

DATE OF MEMO:

12/10/2020

MEMO DETAILS:

Attached is a report for the minor work approvals issued by staff from 11/10/2020-12/9/2020.

ATTACHMENTS:

Description

▣ Staff Approvals December HPC



PLANNING AND INSPECTIONS DEPARTMENT

TO: Pinehurst Historic Preservation Commission
FROM: Peter Hughes, Senior Planner
DATE: 12/9/2020
SUBJECT: Staff Approvals of Minor Work

STAFF APPROVALS REPORT for LOCAL HISTORIC DISTRICT
December 17, 2020 MEETING
11/10/2020 TO 12/9/2020

MINOR WORK – COA ISSUED

Nature of Work	COA Number	Application Date	Approval Date	Address	Property Owner
Re-roof	COA-2020-00170	12/8/2020	12/8/2020	1 Carolina Vista	Pinehurst LLC
Re-gravel driveway and reconfigure pathway	COA-2020-00168	12/2/2020	12/2/2020	5 Everette Road	Brandon Sowell
Fence	COA-2020-00164	11/13/2020	11/24/2020	125 Fields Road	Charles Ferrell
Fence	COA-2020-00163	11/10/2020	11/13/2020	20 Blue Road	Eloise Hall