



**HISTORIC PRESERVATION COMMISSION
REGULAR MEETING
THURSDAY, NOVEMBER 16TH, 2023
ASSEMBLY HALL
395 MAGNOLIA ROAD
PINEHURST, NORTH CAROLINA
4:00 PM**

Members Present:

John Taylor, Chair
Roxanne Vaitkus
David Herring
Cara Mathis
Karl Ecker

Members Absent:

Richard Vincent,
Vice Chair
Angelique Fabiani

Staff Present:

Alex Cameron, Planning Director
Pamela Graham, Planning Supervisor
Michael Mandeville, Senior Planner
Maria Carpenter, Planner
Shelby Grow, Administrative Specialist
Lori Hercules, IT Technician

Approximately 4 member(s) of the public in attendance.

I. Call to Order

Mr. Taylor called the Regular Meeting to order at 04:02 PM. Mr. Taylor explained the purpose of the meeting, each Commission member introduced themselves, and Mr. Taylor introduced Staff.

II. Approval of Minutes

A. 10-26-2023 Work Session Meeting Minutes

Mr. Ecker moved to approve the minutes of the October 26th, 2023 Meeting.
Seconded by Ms. Mathis. Approved by a vote of 5-0.

Amendments to minutes: Change putty to mortar. When brick is painted on commercial buildings that were not previously painted is or is not compatible with the district.

B. 10-26-2023 Regular Meeting Minutes

Mr. Ecker moved to approve the minutes of the October 26th, 2023 Meeting.
Seconded by Ms. Vaitkus. Approved by a vote of 5-0.

Mr. Ecker moved to recess the Regular Meeting and open the Public Hearing. Seconded by Ms. Mathis. Approved by a vote of 5-0.

III. Public Hearing

All Commission members stated they had visited all sites and did not have any ex parte communication.

Mr. Taylor explained the procedures of a quasi-judicial public hearing.

Ms. Carpenter and Mr. Mandeville were sworn into the Public Hearing and testified as follows.

Mr. Taylor verified that Ms. Mathis could vote granted she watched the video of the initial application review. Ms. Mathis confirmed that she did watch the video.

A. COA-2023-00274 (125 Graham Rd) (continued)

The purpose of this public hearing is to consider a request for a Major Certificate of Appropriateness within the Pinehurst Historic District for a new single-family dwelling at 125 Graham Rd. The property is identified as Moore County PID Number 00020108. The property owners are David and Louise Parks and the applicant is Thomas Bradford.

Ms. Carpenter discussed the proposed work and submitted into evidence the Staff Report with attachments / exhibits, Presentation, and Application and Applicant's materials / exhibits. Mr. Taylor accepted the materials submitted by Ms. Carpenter into evidence.

The Commission thanked Ms. Carpenter for her presentation.

Mr. Taylor stated materials are admitted into the record. Mr. Taylor asked for clarification about the restriction in the deed regarding the sighting of the house. Ms. Carpenter stated that the applicant would respond to this question, and that those setbacks were not being enforced.

Mr. Thomas Bradford, owner of Pear Tree Properties, was sworn into the public hearing.

Mr. Bradford stated that he sought legal advice on the covenants and deed restrictions. Mr. Taylor stated that it is not within the Commissions purview to ascertain setbacks.

Mr. Herring asked for clarification on exhibit A 2.1 and whether the trees needed to be removed as they are a long way from the house. Mr. Bradford stated that there is a sloping topography issue where one tree stands so it would need to be removed. The other tree could remain if they move the driveway location. Mr. Herring discussed the elevation and roof plan in Exhibit A 2.2 and wanted clarification on using shakes or shingles. Mr. Bradford stated that shakes would be used. Mr. Herring asked for clarification on the main gable because there is an 8-foot difference between the two renderings. Mr. Bradford stated that this was an error in the renderings. Mr. Herring asked for clarification on 4 over 1 style windows. Mr. Bradford stated that the drawings are incorrect and there is a note on the drawing showing the correction. Mr. Herring asked for clarification on the exposed foundation being stone with a black metal cap above the mud sill. Mr. Bradford stated that the cap will not be black, and it be close in color to the stone being used.

Mr. Herring asked for confirmation that the color of the garage door will be Cape Hatteras Sand. Mr. Herring asked for clarification on the muntin sizes in Exhibit A 2.14. Mr. Bradford stated that the muntin size will be 7/8. Mr. Herring asked for clarification on window trim size. Mr. Bradford stated the trim size would be 1x4. Mr. Herring asked for clarification on Exhibit A 2.23, using face brick as a paver. Mr. Taylor stated that the types of brick being used are not in the purview of the Commission. Mr. Herring asked for clarification on Exhibit A 2.24 and whether a guard rail will be needed on the front porch. Mr. Taylor stated that this may be a code issue and may be required. Mr. Bradford stated that he would prefer not to have a guard rail, but it may be necessary due to the slope of the lot. Ms. Vaitkus stated that she appreciated the reorientation of the home and was pleased to see a substantial number of trees are being kept on the property. Mr. Taylor asked for clarification on saving the tree in the front of the property near the driveway. Mr. Bradford stated that the driveway could be moved 2-3 feet to keep it as it's over 14 inches in diameter. Ms. Carpenter stated that the tree may need to be removed during construction and it would require another Major COA if it were not approved today. Mr. Herring asked for conditions in the motion stating that the applicant will make every effort to preserve the tree by relocating the driveway. Mr. Taylor stated that the tree could be removed if needed once construction begins, provided that efforts be made to preserve it. Mr. Herring asked for clarification on the landscape plan. Ms. Carpenter stated that would be handled under the building permit guidelines. Mr. Herring asked for clarification on the clause in the standards, stating that the garage should be set back from the front of the house. Mr. Taylor stated that the COA would need to be approved as indicated in the plans.

Mr. Herring moved that the Historic Preservation Commission approve a Certificate of Appropriateness (COA-2023-00274) and find the proposed Major Work at 125 Graham Rd. is consistent with Historic District Standards and is deemed congruous with the Pinehurst Historic District based on the testimony given, including numerous clarifications which are recorded in the meeting, the material submitted and the findings of fact. Seconded by Mr. Ecker. Approved by a vote of 5-0.

B. COA-2023-00422 (110 McCaskill Rd E)

The purpose of this public hearing is to consider a request for a Major Certificate of Appropriateness within the Pinehurst Historic District for the construction of a detached garage and additions at 110 McCaskill Rd E. The property is identified as Moore County PID Number 00019473. The property owners are Samuel and Sara Cornwall and applicant is Masters Properties, Inc.

Ms. Carpenter discussed the proposed work and submitted into evidence the Staff Report with attachments / exhibits, Presentation, and Application and Applicant's materials / exhibits. Mr. Taylor accepted the materials submitted by Ms. Carpenter into evidence.

John Potter, the builder for Cornwall, was sworn in by Mr. Taylor, and had no additional information to add to the application.

There was no discussion. The application was sufficient.

Ms. Vaitkus moved that the Historic Preservation Commission approve a Certificate of Appropriateness (COA-2023-00422) and find the proposed Major Work at 110 McCaskill Rd. E. is consistent with Historic District Standards and is deemed congruous with the Pinehurst Historic District based on the testimony given, the material submitted and the findings of fact. Seconded by Mr. Ecker. Approved by a vote of 5-0.

C. COA-2023-00397 (20 Culdee Rd.)

The purpose of this public hearing is to consider a request for a Major Certificate of Appropriateness within the Pinehurst Historic District for the construction of an addition to the garage at 20 Culdee Rd. The property is identified as Moore County PID Number 00026358. The property owner is Scott Ahrens and applicant is Pinehurst Homes, Inc.

Mr. Mandeville discussed the proposed work and submitted into evidence the Staff Report with attachments / exhibits, Presentation, and Application and Applicant's materials / exhibits. Mr. Taylor accepted the materials submitted by Mr. Mandeville into evidence.

Charles Hutchings was sworn in by Mr. Taylor and had no additional comments.

Mr. Herring asked for clarification on shingles vs. shakes being used for roofing material. Mr. Hutchings stated that shakes will most likely be used.

Mr. Taylor asked for clarification regarding the structure at the rear of the house and if it would be altered in any way. Mr. Hutchings stated that they will just be extending the garage 10 feet, with no alterations to the other structure.

Mr. Ecker moved that the Historic Preservation Commission approve a Certificate of Appropriateness (COA-2023-00397) and find the proposed Major Work at 20 Culdee Rd. is consistent with Historic District Standards and is deemed congruous with the Pinehurst Historic District based on the testimony given, the material submitted and the findings of fact. Seconded by Ms. Mathis. Approved by a vote of 5-0.

Mr. Ecker moved to adjourn the Public Hearing and re-enter the Regular Meeting. Seconded by Mr. Herring. Approved by a vote of 5-0.

IV. Review of Normal Maintenance and Minor Work Items
A. Minor Work COA's Issued 10/15/2023 – 11/7/2023.

Mr. Herring asked for clarification on the Rules of Procedure, item 5A. Mr. Cameron addressed the question explaining the process and procedure of the applications and gave a few examples. Mr. Cameron stated that applications will not be approved by staff if they do not meet zoning, setback and impervious surface requirements, unless some other level of approval is granted beyond the purview of the Commission. Mr. Herring stated that item 5A may need to be updated. Mr. Cameron responded by saying the 3-week submittal deadline portion could be updated.

Mr. Taylor asked for clarification on COA applications being conditional. Mr. Cameron addressed the question giving examples of previous projects. Mr. Cameron stated that board organizational items are reviewed every year, along with the Rules and Procedures.

V. New Business

A. Approval of the 2024 Meeting Schedule

Mr. Ecker moved to approve the 2024 HPC Meeting Schedule. Seconded by Ms. Vaitkus. Approved by a vote of 5-0.

B. Commission Organizational Items

Mr. Taylor announced that Mr. Vincent will be appointed as the new Chair. Mr. Taylor stated that Mr. Ecker will be moving and will not be attending Decembers' meeting. Mr. Taylor asked who would like to be chosen for Vice Chair. The Commission discussed who would be best suited for this position. Mr. Taylor stated that he could attend the January meeting if needed for a quorum and discussed the need for volunteers to fill the upcoming vacant positions. Mr. Taylor thanked staff and Board members regarding his time serving on the Board.

VI. Next Meeting Date

A. 12/21/2023 Regular Meeting

VII. Motion to Adjourn

Mr. Ecker moved to adjourn the meeting. Seconded by Ms. Mathis. Approved by a vote of 5-0 at 05:25 PM.

Respectfully Submitted,



Shelby Grow
Administrative Specialist
Village of Pinehurst

A videotape of this meeting is located on the Village website: www.vopnc.org.

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.