



**Minutes
Forsyth County
Historic Resources Commission
August 5, 2020
4:00 P.M.
City Hall Council Chamber, Room 230
101 North Main Street, Winston-Salem**

MEMBERS PRESENT: Kaky Berry, Chad Gadberry, Emma Haney, C.J. Idol, Kevin Owen (Chair),
LeAnn Pegram, Janet Shill, Tina Thacker

MEMBERS ABSENT: Donna Abernethy, Ted Guenther, Alanna Meltzer-Holderfield, Sunny Stewart

STAFF PRESENT: Heather Bratland; Michelle McCullough; David Reed
Jerry Kontos (Attorney)

I. APPROVAL OF MINUTES

A. Approval of July 1, 2020 Minutes

Motion: Mr. Idol moved approval of the July 1, 2020 minutes.

Second: Ms. Shill

Vote: Unanimous

II. CERTIFICATE OF APPROPRIATENESS APPLICATIONS

A. Lynne Billig
605 Jersey Avenue, Winston-Salem
H.F. Snow House
West End Historic Overlay District #230
**Request: After-the-fact door and window replacement
COA2020-013**

Staff Comments: Heather Bratland presented the staff report. She also presented a map showing the location of the property and photographs of the property.

STAFF FINDINGS

Commission staff finds that the project is not incongruous with the character of the West End Historic Overlay District because:

- 1) The replacement window and sliding glass door are located on the rear of the building, in an area of low visibility, where alteration to windows, doors, and their openings is not inappropriate. (*Windows and Doors*, West End Standards 2, 3, 8, 9, and 15)

STAFF RECOMMENDATION

Based on the preceding finding, staff recommends that the Commission approve COA2020-013 at the H.F. Snow House, located at 605 Jersey Avenue, within the West End Historic Overlay District (PIN 6825-87-0636.00).

PUBLIC COMMENT

Speaking in Favor of the Application: None

Speaking in Opposition of the Application: None

COMMISSION DISCUSSION

The Commission discussed the application.

FINDINGS OF FACT

Ms. Shill moved that based upon the evidence presented in the application and during the hearing, the Forsyth County Historic Resources Commission finds that the proposed project is not incongruous with the character of the West End Historic Overlay District because:

- 1) The replacement window and sliding glass door are located on the rear of the building, in an area of low visibility, where alteration to windows, doors, and their openings is not inappropriate. (*Windows and Doors*, West End Standards 2, 3, 8, 9, and 15)

Second: Mr. Gadberry

Vote: Unanimous

CERTIFICATE OF APPROPRIATENESS

Mr. Idol moved that based on the preceding findings, the Forsyth County Historic Resources Commission hereby approves COA2020-013 at the H.F. Snow House, located at 605 Jersey Avenue, within the West End Historic Overlay District (PIN 6825-87-0636.00).

Second: Ms. Berry

Vote: Unanimous

- B. Katherine Knapp Watts
Salem Academy & College: South Hall, Inspector's House, and Bahnson Hall,
Winston-Salem
Old Salem Historic District
**Request: Installation of educational signage
COA2020-083**

Staff Comments: Michelle McCullough presented the staff report. She also presented a map showing the location of the property and photographs of the property.

STAFF FINDINGS

Commission staff finds that the work is not incongruous with the character of the Old Salem Historic District because:

- 1) The new signage will be 12" high x 18" wide with a post 24-32" from the ground to the sign. The material is an appropriate material as listed in the Guidelines; a composite material that appears

indistinguishable from wood or metal. The proposed project will place a cast vinyl layer on top of the sign panels, and powder coat the aluminum posts, which simulates a smooth protective finish. The signage is compatible with the District in terms of material, size, scale, typeface, and character. (*Signage*, Old Salem Guideline 2)

- 2) The proposed signage will not block any streetscape views. The signs will be no more than 32" off the ground to the top of the panel, with the panel fronts facing the public right-of-way for pedestrians and the backs of the panels facing the buildings. (*Signage*, Old Salem Guideline 4)
- 3) The proposed signage is removable. The signposts will be installed with in-ground pedestals and will not touch the surfaces of any buildings. (*Signage*, Old Salem Guideline 5)

STAFF RECOMMENDATION

Based on the preceding findings, staff recommends that the Commission approve COA2020-083 at the South Hall, Inspector's Building, and Bahnsen House, located at 601 South Church Street Building 6, 9 East Academy Street, and 601 South Church Street Building 14, within the Old Salem Historic District (PINs 6835-32-8868.00, 6835-33-1148.00, and 6835-32-8868.00), with the following conditions:

- 1) The applicant shall receive, prior to commencement of the work, all other required permits or permissions from governmental agencies;
- 2) Commission staff shall review and approve any revisions or deviations to any portion of the as-submitted work, that qualifies as a minor work, prior to commencement of that portion of the project; and,
- 3) The applicant shall submit the Certificate of Appropriateness Request for Certification of Completed Work form and photo documentation of the completed project to HRC staff within ten (10) days of its completion.

PUBLIC COMMENT

Speaking in Favor of the Application: Michelle Hopkins Lawrence, 1424 Arrowood Court, Winston-Salem, NC, was affirmed for testimony and spoke in support of the application.

Speaking in Opposition of the Application: None

COMMISSION DISCUSSION

The Commission discussed the application.

FINDINGS OF FACT

Ms. Thacker moved that based upon the evidence presented in the application and during the hearing, the Forsyth County Historic Resources Commission finds that the proposed project is not incongruous with the character of the Old Salem Historic District because:

- 1) The new signage will be 12" high x 18" wide with a post 24-32" from the ground to the sign. The material is an appropriate material as listed in the Guidelines; a composite material that appears indistinguishable from wood or metal. The proposed project will place a cast vinyl layer on top of the sign panels, and powder coat the aluminum posts, which simulates a smooth protective finish. The signage is compatible with the District in terms of material, size, scale, typeface, and character. (*Signage*, Old Salem Guideline 2)

- 2) The proposed signage will not block any streetscape views. The signs will be no more than 32” off the ground to the top of the panel, with the panel fronts facing the public right-of-way for pedestrians and the backs of the panels facing the buildings. (*Signage*, Old Salem Guideline 4)
- 3) The proposed signage is removable. The signposts will be installed with in-ground pedestals and will not touch the surfaces of any buildings. (*Signage*, Old Salem Guideline 5)

Second: Ms. Shill
Vote: Unanimous

CERTIFICATE OF APPROPRIATENESS

Ms. Berry moved that based on the preceding findings, the Forsyth County Historic Resources Commission hereby approves COA2020-083 at the South Hall, Inspector’s Building, and Bahnson House, located at 601 South Church Street Building 6, 9 East Academy Street, and 601 South Church Street Building 14, within the Old Salem Historic District (PINs 6835-32-8868.00, 6835-33-1148.00, and 6835-32-8868.00), with the following conditions:

- 1) The applicant shall confirm the final location for the installation of the signs with HRC staff;
- 2) The applicant shall receive, prior to commencement of the work, all other required permits or permissions from governmental agencies;
- 3) Commission staff shall review and approve any revisions or deviations to any portion of the as-submitted work, that qualifies as a minor work, prior to commencement of that portion of the project; and,
- 4) The applicant shall submit the Certificate of Appropriateness Request for Certification of Completed Work form and photo documentation of the completed project to HRC staff within ten (10) days of its completion.

Second: Mr. Idol
Vote: Unanimous

C. Max and Amy McCabe
2770 Chatham Farm Road, Winston-Salem
Middleton House
Local Historic Landmark #111
Request: Construction of an addition and interior alterations
COA2020-084

Staff Comments: Michelle McCullough presented the staff report. She also presented a map showing the location of the property and photographs of the property.

STAFF FINDINGS

Commission staff finds that the work is not incongruous with the character of the Landmark because:

- 1) The proposed addition is to be constructed on the south elevation, a non-character defining elevation, at the rear portion of the south elevation of the building. Due to the circular drive and architectural features on the rear (west) elevation and the existing garage to the north of the historic building, this location will least compromise the historic building and site. (*Additions*, Landmark Guideline 3)
- 2) The proposed addition is set back from the front elevation 16’; the addition is 1 ½ stories with a 1 story garage section; the addition expands to the rear (west) of the property; the roof shape is

a side gable with one front gable accent on the front (east) elevation and two front gable accents on the south elevation, the area of solids to voids in the addition are similar to the historic building; and the massing and proportion of the addition are similar to the historic structure. The addition does not visually overpower the historic Landmark from the front elevation. (*Additions*, Landmark Guidelines 4-5)

- 3) The proposed windows and doors for the addition are compatible in location, spacing, scale, proportion, color, size, configuration, material, and detail with the windows and doors of the Landmark building. (*Additions*, Landmark Guideline 6)
- 4) The proposed addition incorporates a Vermont slate roof; HardiePlank lap siding with a smooth finish and seven inch exposure, painted white; simulated divided lite, aluminum clad double hung and picture windows; aluminum clad exterior, wood interior, exterior doors; solid core wood interior doors; painted wood veneered insulated garage doors; brick foundation; wood molding and trim; and brick exterior steps and landing. The proposed materials to be used in the addition are compatible with the historic material of the Landmark building with regard to scale, size, shape, pattern, texture, detail, color, and surface finish. (*Additions*, Landmark Guideline 7)
- 5) The proposed addition is differentiated from the historic house by the design incorporating a front gable, no shutters, a pedimented dormer, and different but compatible materials. It does not attempt to appear as part of the original building or to portray a false historic appearance. (*Additions*, Landmark Guideline 8)
- 6) The addition is proposed in a location that will cause minimal loss of historic building fabric. There are four existing windows and shutters that will be removed, wrapped, and stored on-site. If in the future the addition is removed, the windows and shutters could be returned. (*Additions*, Landmark Guideline 9)
- 7) The new addition will not require the removal of any trees and, since this building was moved to this site there are no archaeological resources relating to the current building. The addition will be located where at one time a garden designed by Ellen Biddle Shipman existed. After reviewing Shipman's original plan for the area, it is unclear what plant material was installed. The plan of the garden that exists does not show what materials were planted, which makes it impossible to recreate the garden. The garden has deteriorated. Specifically, the existing boxwoods surrounding the garden have been diagnosed with boxwood blight and require removal. The blight most likely spread from the boxwoods that were removed in the front of the property because of the blight. (*Additions*, Landmark Guidelines 2 and 10)
- 8) The wallpaper and faux painting inside the house were selected by Ellen Biddle Shipman and installed after the house was moved from South Carolina. Due to moisture problems in the past, the plaster on the walls and the wood paneling is severely deteriorated and in need of repair, which will require large expanses of the wallpaper and paint to be removed. The application includes that a section of wallpaper will be retained for historic reference. The dining room with the faux painted wood paneling will be photo documented. The surfaces will be painted since the wallpaper design is no longer in production. The wood paneling will be painted to match the other paneling of like design throughout the house. (*Building Interiors*, Landmark Guideline 5)

STAFF RECOMMENDATION

Based on the preceding findings, staff recommends that the Commission approve COA2020-084 at the Middleton House, located at 2770 Chatham Farm Road, Local Historic Landmark #111 (PIN 6816-84-4257.00), with the following conditions:

- 1) The applicant shall work with staff to select a location in the living room and hallway to preserve a section of the existing wallpaper, and to salvage a section of the removed wallpaper for the Commission's Landmark file;
- 2) Prior to commencing the work, the applicant shall photo document the exterior and interior portions of the house that will be altered and submit the photos to staff to be part of the record;
- 3) The applicant shall wrap and retain on-site the four existing wood windows and shutters to be removed;
- 4) The applicant shall receive, prior to commencement of the work, all other required permits or permissions from governmental agencies;
- 5) Commission staff shall review and approve any revisions or deviations to any portion of the as-submitted work, that qualifies as a minor work, prior to commencement of that portion of the project; and,
- 6) The applicant shall submit the Certificate of Appropriateness Request for Certification of Completed Work form and photo documentation of the completed project to HRC staff within ten (10) days of its completion.

PUBLIC COMMENT

Speaking in Favor of the Application: Max McCabe, 3431 Kirklees Road, Winston-Salem, NC, Applicant, was affirmed for testimony and spoke in support of the application. Quinn Pillsworth, 490 North Avalon Road, Winston-Salem, NC, was affirmed for testimony and spoke in support of the application. John Larson, 448 Factory Row, Winston-Salem, NC, was affirmed for testimony and spoke in support of the application.

Speaking in Opposition of the Application: None

COMMISSION DISCUSSION

The Commission discussed the application.

FINDINGS OF FACT

Mr. Gadberry moved that based upon the evidence presented in the application and during the hearing, the Forsyth County Historic Resources Commission finds that the proposed project is not incongruous with the character of the Local Historic Landmark because:

- 1) The proposed addition is to be constructed on the south elevation, a non-character defining elevation, at the rear portion of the south elevation of the building. Due to the circular drive and architectural features on the rear (west) elevation and the existing garage to the north of the historic building, this location will least compromise the historic building and site. (*Additions, Landmark Guideline 3*)
- 2) The proposed addition is set back from the front elevation 16'; the addition is 1 ½ stories with a 1 story garage section; the addition expands to the rear (west) of the property; the roof shape is a side gable with one front gable accent on the front (east) elevation and two front gable accents on the south elevation, the area of solids to voids in the addition are similar to the historic building; and the massing and proportion of the addition are similar to the historic structure. The addition does not visually overpower the historic Landmark from the front elevation. (*Additions, Landmark Guidelines 4-5*)

- 3) The proposed windows and doors for the addition are compatible in location, spacing, scale, proportion, color, size, configuration, material, and detail with the windows and doors of the Landmark building. (*Additions*, Landmark Guideline 6)
- 4) The proposed addition incorporates a Vermont slate roof; HardiePlank lap siding with a smooth finish and seven inch exposure, painted white; simulated divided lite, aluminum clad double hung and picture windows; aluminum clad exterior, wood interior, exterior doors; solid core wood interior doors; painted wood veneered insulated garage doors; brick foundation; wood molding and trim; and brick exterior steps and landing. The proposed materials to be used in the addition are compatible with the historic material of the Landmark building with regard to scale, size, shape, pattern, texture, detail, color, and surface finish. (*Additions*, Landmark Guideline 7)
- 5) The proposed addition is differentiated from the historic house by the design incorporating a front gable, no shutters, a pedimented dormer, and different but compatible materials. It does not attempt to appear as part of the original building or to portray a false historic appearance. (*Additions*, Landmark Guideline 8)
- 6) The addition is proposed in a location that will cause minimal loss of historic building fabric. There are four existing windows and shutters that will be removed, wrapped, and stored on-site. If in the future the addition is removed, the windows and shutters could be returned. (*Additions*, Landmark Guideline 9)
- 7) The new addition will not require the removal of any trees and, since this building was moved to this site there are no archaeological resources relating to the current building. The addition will be located where at one time a garden designed by Ellen Biddle Shipman existed. After reviewing Shipman's original plan for the area, it is unclear what plant material was installed. The plan of the garden that exists does not show what materials were planted, which makes it impossible to recreate the garden. The garden has deteriorated. Specifically, the existing boxwoods surrounding the garden have been diagnosed with boxwood blight and require removal. The blight most likely spread from the boxwoods that were removed in the front of the property because of the blight. (*Additions*, Landmark Guidelines 2 and 10)
- 8) The wallpaper and faux painting inside the house were selected by Ellen Biddle Shipman and installed after the house was moved from South Carolina. Due to moisture problems in the past, the plaster on the walls and the wood paneling is severely deteriorated and in need of repair, which will require large expanses of the wallpaper and paint to be removed. The application includes that a section of wallpaper will be retained for historic reference. The dining room with the faux painted wood paneling will be photo documented. The surfaces will be painted since the wallpaper design is no longer in production. The wood paneling will be painted to match the other paneling of like design throughout the house. (*Building Interiors*, Landmark Guideline 5)

Second: Mr. Idol

Vote: Unanimous

CERTIFICATE OF APPROPRIATENESS

Mr. Idol moved that based on the preceding findings, the Forsyth County Historic Resources Commission hereby approves COA2020-084 at the Middleton House, located at 2770 Chatham Farm Road, Local Historic Landmark #111 (PIN 6816-84-4257. 00), with the following conditions:

- 1) The applicant shall work with staff to select a location in the living room and hallway to preserve a section of the existing wallpaper, if feasible, and to salvage a section of the removed wallpaper for the Commission's Landmark file;
- 2) Prior to commencing the work, the applicant shall photo document the exterior and interior portions of the house that will be altered and submit the photos to staff to be part of the record;

- 3) The applicant shall wrap and retain on-site the four existing wood windows and shutters to be removed;
- 4) The applicant shall receive, prior to commencement of the work, all other required permits or permissions from governmental agencies;
- 5) Commission staff shall review and approve any revisions or deviations to any portion of the as-submitted work, that qualifies as a minor work, prior to commencement of that portion of the project; and,
- 6) The applicant shall submit the Certificate of Appropriateness Request for Certification of Completed Work form and photo documentation of the completed project to HRC staff within ten (10) days of its completion.

Second: Ms. Berry

Vote: Unanimous

D. Andrew Harrison Brown
500 Factory Row, Winston-Salem
John Ackerman House
Local Historic Landmark #77
**Request: Construction of an outbuilding
COA2020-085**

Staff Comments: Michelle McCullough presented the staff report. She also presented a map showing the location of the property and photographs of the property.

STAFF FINDINGS

Commission staff finds that the work is not incongruous with the character of the Landmark because:

- 1) The proposed outbuilding will be sited on the property behind the historic home, a location where an outbuilding once stood, evident by historic photographs. This location will not diminish or compromise the character of the Landmark building and conforms to the historic patterns of building setback, spacing, and orientation that are characteristic of the specific Landmark site. (*Additions*, Landmark Guidelines 1-3)
- 2) The proposed outbuilding is one and a half stories and the structure's height will be no more than 17'. The dimensions will be similar to the original building footprint, approximately 22' x 30'. This size and scale of the proposed outbuilding will not visually overpower the Landmark building or significantly alter the historic relationship of built to unbuilt area of the Landmark setting. (*Additions*, Landmark Guideline 4)
- 3) The proposed outbuilding will be designed to appear as a workshop/barn. The roof is a front gable with a shed extension and will have wood shingles. The siding and trim will be unpainted Eastern White Pine. The windows will be wood, six-over-six double hung windows with one large wood barn-style door and two wood pedestrian doors. The design of the proposed outbuilding is compatible with the Landmark building and site in massing, form, proportion, height, roof shape, relationship of solid areas to openings in the exterior wall, and door and window proportions, materials and details. The design is compatible in materials with the historic materials of the Landmark building with regard to composition, size, shape, pattern, texture, scale, detail, color, and surface finish. (*Additions*, Landmark Guidelines 5-7)
- 4) The proposed outbuilding will not be a true reconstruction; however, the design is similar to other outbuildings that were built in Salem. (*Additions*, Landmark Guideline 8)

- 5) The construction of the proposed outbuilding limits excavation and site grading and will not damage any existing buildings or require the removal of any trees or other significant vegetation. (*Additions*, Landmark Guideline 9)

STAFF RECOMMENDATION

Based on the preceding findings, staff recommends that the Commission approve COA2020-085 at the John Ackerman House, located at 500 Factory Row, Local Historic Landmark #77 (PIN 6835-23-1471.00), with the following conditions:

- 1) The outbuilding shall not have painted trim;
- 2) The roof shall be wood shingles;
- 3) The applicant shall stop construction and contact staff if during the project any archaeological resources are discovered;
- 4) The applicant shall receive, prior to commencement of the work, all other required permits or permissions from governmental agencies;
- 5) Commission staff shall review and approve any revisions or deviations to any portion of the as-submitted work, that qualifies as a minor work, prior to commencement of that portion of the project; and,
- 6) The applicant shall submit the Certificate of Appropriateness Request for Certification of Completed Work form and photo documentation of the completed project to HRC staff within ten (10) days of its completion.

PUBLIC COMMENT

Speaking in Favor of the Application: Andrew Harrison Brown, 500 Factory Row, Winston-Salem, NC, Owner, was affirmed for testimony and spoke in support of the application.

Speaking in Opposition of the Application: David Bergstone, 2432 Fairway Drive, Winston-Salem, NC, Salem Congregation, was affirmed for testimony and spoke against the application. John Larson, 448 Factory Row, Winston-Salem, NC, Neighbor, was affirmed for testimony and spoke against the application.

COMMISSION DISCUSSION

The Commission discussed the application.

Ms. Shill moved that COA2020-085 be continued to the November 4, 2020, meeting and the applicant supply the following materials to staff by the November 4, 2020, meeting application deadline of October 14, 2020.

1. A scaled site plan showing the location of the proposed building, the existing buildings, roads, trees, and topography along with the outbuilding shown on the 1917 Sanborn Fire Insurance Map.
2. Graphic description of the amount and depth of ground disturbance required to build the proposed building. (This might be part of and included on the site plan.)

3. Archaeological consultation, reporting to the HRC whether the proposed ground disturbance will affect any potential archaeological resources. If yes, what type of further archaeological survey would be recommended for the site?
4. Labeled and scaled architectural elevation drawings detailing the openings and exterior walls of the proposed building.
5. Architectural details of the building including the foundation and eave conditions and material.
6. Floor plan of the proposed building showing among other things the plumbing and other items that will require ground disturbance. Please include the path to route plumbing and sewer lines across the lot.

Second: Mr. Gadberry

Vote: Unanimous

III. **MINOR WORK REPORT (Enclosed in Commission Member Packets)**

IV. **OTHER APPLICATIONS AND NOMINATIONS**

- A. St. Paul's Episcopal Church, National Register of Historic Places

No Public Comments were made.

Ms. Pegram moved that the Commission find that St. Paul's Episcopal Church meets the criteria for listing in the National Register of Historic Places.

Second: Ms. Berry

Vote: Unanimous

V. **COMMITTEE REPORTS**

- A. Historic Marker Committee – No New Business

- B. Education Committee – No New Business

VI. **STAFF REPORT**

David Reed briefed the Commission on a text amendment extending the time the Historic Resources Commission has to act on Certificates of Appropriateness. Currently the time is 120 days. The Commission is asking for 180 days, the timeframe allowed by the North Carolina General Statutes, in order to have more time to hear the cases. This text amendment will go before the Planning Board in August and to City Council in September.

The State Historic Preservation office is offering online training videos through YouTube and asked the Commission to watch the videos. As a Certified Local Government, at least two (2) Commissioners are required to watch three (3) of the videos and submit a summary of each video to Kristi Brantley with the State. Please copy Michelle by email so she can track compliance with training requirements.

Michelle McCullough asked for feedback from the Commission on the matter of staff and Commission communicating digitally in regards to all meeting matters.

Chad Gadberry has been reappointed to the Historic Resources Commission for another four-year term.

VII. **FOR THE GOOD OF THE ORDER**

NEXT MEETING: September 2, 2020

This agenda is available in alternative media forms for people with disabilities. Individuals with disabilities who require assistance or special arrangements to participate in programs and activities of the Historic Resources Commission are encouraged to contact the Planning Department at least 72 hours in advance so that proper accommodations can be arranged. For information, call 336-727-8000 (727-8319 TTY).