

**STAFF REPORT**  
**for**  
**October 2, 2019 HRC MEETING**

**Case #:** COA2019-098  
**Staff:** Michelle M. McCullough

**Applicant:** Adam Spear  
**Owner:** Spear Cherry St Holdings LLC

**LOCATION**

District: N/A  
Street: 118 South Cherry Street  
Buildings: Conrad Starbuck House  
Local Historic Landmarks#: 68

**REQUEST(S)**

- Landscape plan, expansion of parking area, and after-the-fact tree removal and clearing of the vegetation on the site

**APPLICABLE SECTIONS OF DESIGN REVIEW GUIDELINES**

*Forsyth County Design Review Guidelines for Local Historic Landmarks*

**(Please refer to the applicable sections of the *Guidelines*, as detailed in the staff comments.)**

**PROJECT DESCRIPTION/ELEMENTS**

*Please refer to the information provided with the application.*

**STAFF COMMENTS**

On September 4, 2019, Inspections Staff visited the 118 South Cherry Street after receiving a complaint about work at the site. It was discovered that the property has a new owner and site work was completed without a Certificate of Appropriateness. Staff met with the new owner and applicant of this COA regarding the after-the-fact work and future plans for the building. At this time the applicant is applying for a COA for the after-the-fact site clearance and tree removal along with expansion of the concrete driveway to allow parking for the building and initial landscaping of the site.

**STAFF FINDINGS**

Commission staff finds that the landscape plan, expansion of parking area, and after-the-fact tree removal and clearing of the vegetation on the site are not incongruous with the character of the Local Historic Landmark because:

- 1) The Landmark application does not mention any specific site vegetation or trees as significant. The site was overgrown and the applicant states that many of the trees were rotten and had limbs falling on the historic building. The landscape plan, after-the-fact tree removal and clearing of the vegetation on the site allows for planting of vegetation that is in locations and configurations that are compatible and maintain the landmark's historic context and setting. (Site *Features and Plantings*, Landmark Guidelines 6, 7, and 8)

- 2) The site has an existing concrete driveway that runs on the north side of site, which extends to another divided brick drive that leads to the property line. The south and west sides of the property do not have sufficient room for standard parking spaces. The proposed expansion to the existing drive is not in or adjacent to the front façade, it is located in the most unobtrusive location possible. The new concrete drive will not substantially alter the site's topography or necessitate the loss of significant site features. The addition to the existing concrete drive is in a location, configuration, material, and scale that is compatible with the landmark building and site. (*Walkways, Driveways, and On-Site Parking*, Landmark Guidelines 7 and 8)

### **STAFF RECOMMENDATION**

Based on the preceding findings, staff recommends that the Commission approve COA2019-098 at the Conrad Starbuck House, located at 118 South Cherry Street, Local Historic Landmark #68 (PIN# 6835-15-6289), with the following conditions:

- 1) Upon installation, the new concrete shall be tinted to match the existing concrete as closely as possible;
- 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.