

**DATE:** November 9<sup>th</sup>, 2021

**SUBJECT:**

<u>Certificate of Appropriateness Request:</u>	H-17-21
<u>Applicant:</u>	Monty and Carolyn Coggins
<u>Location of subject property:</u>	166 A Union St. N
<u>Staff Report prepared by:</u>	Kristen Boyd-Sullivan, Sr. Planner

**BACKGROUND:**

- The subject property, 166 A Union St. N, is an “Intrusive” structure in the North Union Street Historic District. (Exhibit A).
- Built Circa 1950
- Ritchie Nursing Home: One-story, brick structure with louvered windows, wrought-iron porch supports. Although materials and design of building are incongruous with the district, the setback of the building is reasonably compatible with those of its contributing neighbors and the building is largely hidden by a large magnolia tree.
- Applicants are requesting a Certificate of Appropriateness to:
  - Add a 6.5 ft. x 2.1 ft. concrete slab (ex post facto) in the front yard; and,
  - Add a “Little Free Library” (25” x 29” x 42”) in the front yard (Exhibit B).

**DISCUSSION:**

The applicants are requesting to add a 6.5 ft x 2.1 ft. concrete slab (ex post facto) in the front portion of their yard for the purposes of temporary displays of art/sculptures. In June of 2021, two lighted sculptures were displayed in front of the home, placed on a concrete slab. Stairs were also added, along with bluestone pavers around the concrete slab (Exhibit E). A written notice was sent to the applicants, informing them of the requirement for a COA regarding the slab and stairs (Exhibit G).

After further discussions with the applicants, it was determined that the stairs and stepping stones around the slab, as well as the lighted sculpture were temporary, and have since been removed (Exhibit F). The slab is proposed to remain, and is proposed to serve as a “base” for any future temporary displays of art. The Legal Department has determined that temporary displays of art do not require a COA.

In addition to the 6.5 ft x 2.1 ft. concrete slab in the front-right side of the property, a “Little Free Library” is proposed in the front yard, approximately 3-5’ from the public sidewalk. Staff has classified the proposed addition as “miscellaneous” under the Historic Handbook. It would be constructed of wood, painted white with black asphalt shingles, divided light windows, and gabled roof, consistent with the primary structure. The proposed dimensions are 25” x 29” (structure containing books that sits on top of a 4” x 4” wood post), with an overall height of 42” (post plus structure for books) (Exhibits B, D and F).

**ATTACHMENTS**

Exhibit A: Historic Inventory Information  
Exhibit B: Application for Certificate of Appropriateness  
Exhibit C: Subject Property Map  
Exhibit D: Site Plan

Historic Preservation Commission  
Case # H-17-21

Exhibit E: Previous condition photos  
Exhibit F: Images  
Exhibit G: Written Notice

## **HISTORIC HANDBOOK DESIGN RECOMMENDATIONS:**

### **Approval Requirement Needs Table**

- *Miscellaneous: Any type of alteration of exterior features of a building, site, or environment which is not specifically listed require Commission Hearing and Approval.*

### **Chapter 3- Working with the Historic Preservation Commission**

- *A. In General- The Official Maps, (Chapter 1-Preface), of the Districts have been adopted by the City Council and designate the boundaries of the Districts. These maps classify the individual properties into the following categories according to their relative importance to the character of the district.*
- *Intrusive- Those properties which have a definite negative impact on the historical architectural, or cultural characteristics for which the District is significant.*

### **Chapter 4- Local Standards and General Policies**

- *Alterations: Alterations having no historical basis shall be avoided whenever possible. Any type of alteration of exterior features of a building, site, or environment within the Historic Districts which is not specifically listed within these regulations shall be referred to the Historic Preservation Commission for action on the issuance of a Certificate of Appropriateness.*

### **Chapter 5- Section 2: New Addition Construction**

- *Protect significant site and landscape features from damage during or as a result of construction by minimizing ground disturbance.*

### **Chapter 5- Section 3: New Accessory Structure Construction**

- *New garages and accessory structures must use traditional roof forms, materials, and details compatible with the main building or historic accessory structures in the district.*

### **Appendix A – Secretary of the Interior’s Standards**

- *Introducing a new building or site feature that is out of scale or otherwise inappropriate.*
- *Introducing a new landscape feature or plant material that is visually incompatible with the site or that destroys site patterns or vistas*
- *Introducing a new building, streetscape or landscape feature that is out of scale or otherwise inappropriate to the setting’s historic character, e.g. replacing picket fencing with chain link fencing.*

## **RECOMMENDATION:**

1. The Historic Preservation Commission should consider the circumstances of this application for a Certificate of Appropriateness relative to the North and South Union Street Historic Districts Handbook and Guidelines and act accordingly.
2. If approved, applicant(s) should be informed of the following:
  - City staff and Commission will make periodic on-site visits to ensure the project is completed as approved.
  - Completed project will be photographed to update the historic properties survey.

United States Department of the Interior  
National Park Service

National Register of Historic Places  
Inventory—Nomination Form

For NPS use only  
received  
date entered

Continuation sheet	Item number	Page
Inventory List - North Union Street Historic District, Concord	# 7	24

the materials and details of the building are somewhat incongruous with the district, the harmonious landscaping and setback (parking is at the rear of the building) keep it from being an intrusion.

16. House  
180 North Union Street  
ca. 1940  
F

Two-story, frame, late Colonial Revival residence with side gable roof and full facade, two-story portico with simple molded columns. House has symmetrical, five-bay facade with 6/6 sash windows; most distinctive feature of house is entrance, which is composed of fluted Ionic pilasters rising to a broken pediment, sidelights, and a small, fan-shaped transom.

17. House  
172 North Union Street  
ca. 1925  
C

One-and-a-half-story bungalow with a veneer of oversize, enameled brick laid in Flemish bond with glazed headers. Two-bay, gable-front porch and gable-roofed porte-cochere on north (left) side of house upheld by thin, square posts grouped in twos and threes. Above the first floor house is sheathed in patterned asbestos shingles. Broad, shed-roofed dormer pierces side gable roof on front of house. To the rear of the house is a two-story garage and apartment of frame construction clad with asbestos shingles that is contemporary with the house.

18. Ritchie Nursing Home  
166 North Union Street  
ca. 1950  
I

One-story, brick structure with louvered windows, wrought-iron porch supports. Although materials and design of building are incongruous with the district, the setback of the building is reasonably compatible with those of its contributing neighbors and the building is largely hidden by a large magnolia tree.

**AN INCOMPLETE APPLICATION WILL NOT BE PLACED ON THE AGENDA UNTIL ALL OF THE REQUIRED ATTACHMENTS AND/OR ITEMS LISTED ON PAGE 2 ARE SUBMITTED.**

**APPLICANT INFORMATION**

Name: Monty and Carolyn Coggins  
Address: 166A Union St N  
City: Concord State: NC Zip Code: 28025 Telephone: 704 277 6414

**OWNER INFORMATION**

Name: same  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Telephone: \_\_\_\_\_

**SUBJECT PROPERTY**

Street Address: same P.I.N. # \_\_\_\_\_  
Area (acres or square feet): \_\_\_\_\_ Current Zoning: \_\_\_\_\_ Land Use: \_\_\_\_\_

**Staff Use Only:**  
Application Received by: \_\_\_\_\_ Date: \_\_\_\_\_, 20 \_\_\_\_\_  
Fee: \$20.00 Received by: \_\_\_\_\_ Date: \_\_\_\_\_, 20 \_\_\_\_\_  
*The application fee is nonrefundable.*

**General Requirements**

The Unified Development Ordinance imposes the following rules, regulations and requirements on requests for Certificates of Appropriateness. The applicant must, with reference to the attached plans, demonstrate how the proposed use satisfies these requirements:

1. Project or Type of Work to be Done: ① concrete slab / rectangle 6.5ft x 2.1ft in front yard ② Little Free Library installed in front yard
2. Detailed specifications of the project (type of siding, windows, doors, height/style of fence, color, etc.):

little free library - 25" wide 29" deep 42" tall at highest point  
picture attached  
to be mounted on 6 by 6 post 30 inches high

**Required Attachments/Submittals**

1. Scaled site plan, if additions or accessory structures are proposed, on letter, legal or ledger paper. Larger sized copies will be accepted if 16 folded copies are submitted for distribution.
2. A photograph of the front of the house.
3. Photographs of site, project, or existing structures from a "before" perspective
4. Drawings, sketches, renderings, elevations, or photographs necessary to present an illustration of the project from an "after" perspective.
5. Samples of windows, doors, brick, siding, etc. must be submitted with application.
6. Detailed list of materials that will be used to complete the project.

\*\*\*Applications may be submitted electronically.\*\*\*

**Certification**

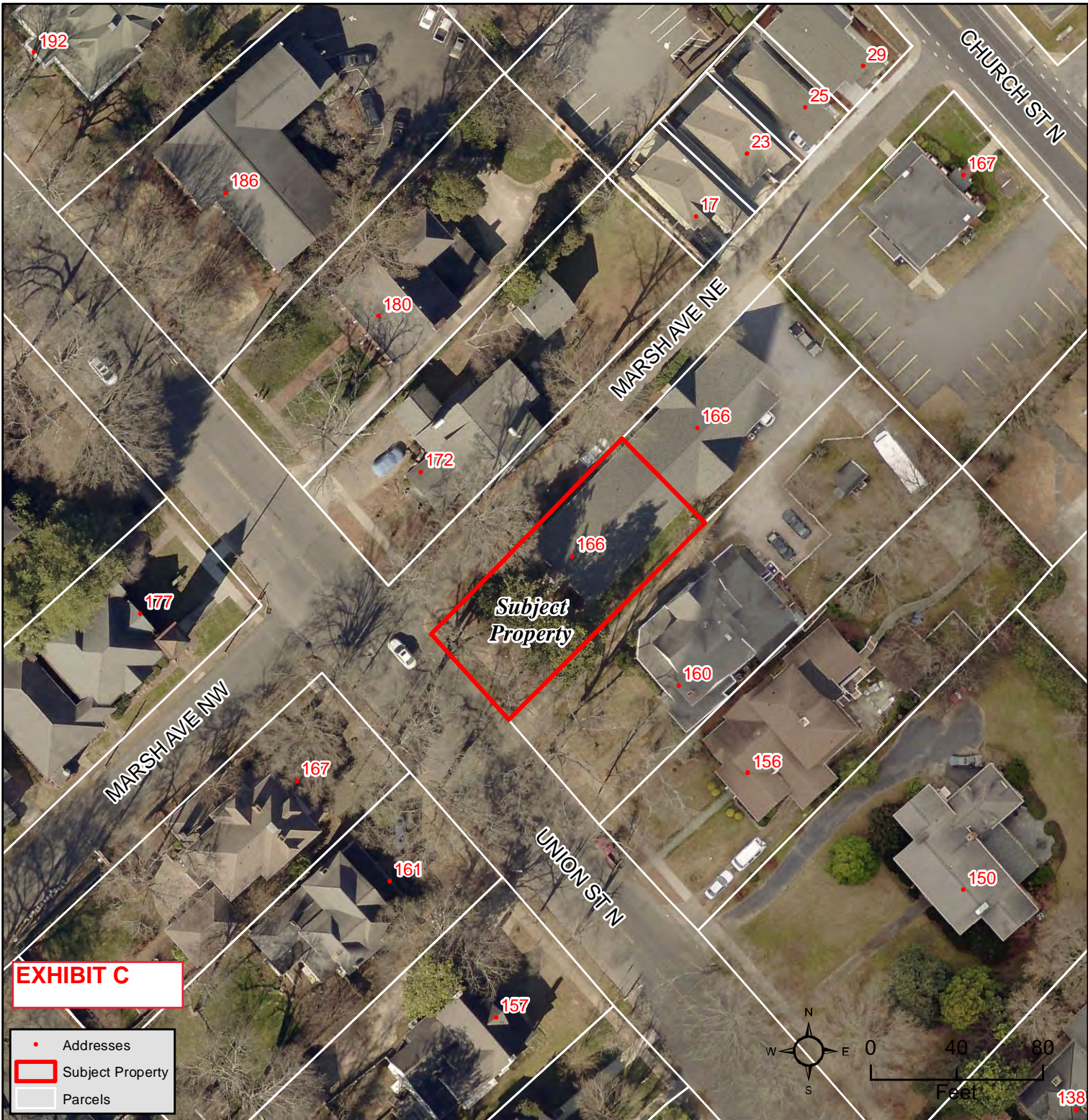
(1) I hereby acknowledge and say that the information contained herein and herewith is true and that this application shall not be scheduled for official consideration until all of the required contents are submitted in proper form to the City of Concord Development Services Department. (2) I understand that City staff and/or members of the Historic Preservation Commission may make routine visits to the site to insure that work being done is the same as the work that was approved. (3) I understand that photographs of the completed project will be made to update the City's historic districts inventory database.

July 27, 2021  
Date

Candelyn Coggins  
Signature of Owner/Agent

updated w/ Little Free Library  
October 18, 2021





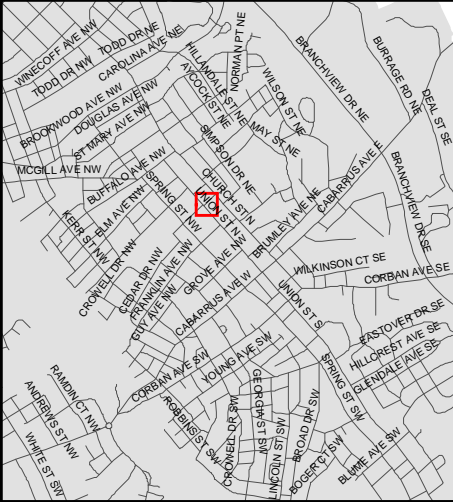
**EXHIBIT C**

- Addresses
- Subject Property
- Parcels

**H-17-21**

**166-A Union St N**

**PIN: 5620-79-5721**



Source: City of Concord  
Planning Department

**Disclaimer**

These maps and products are designed for general reference only and data contained herein is subject to change. The City Of Concord, it's employees or agents make no warranty of merchantability or fitness for any purpose, expressed or implied, and assume no legal responsibility for the information contained therein. Data used is from multiple sources with various scales and accuracy. Additional research such as field surveys may be necessary to determine actual conditions.



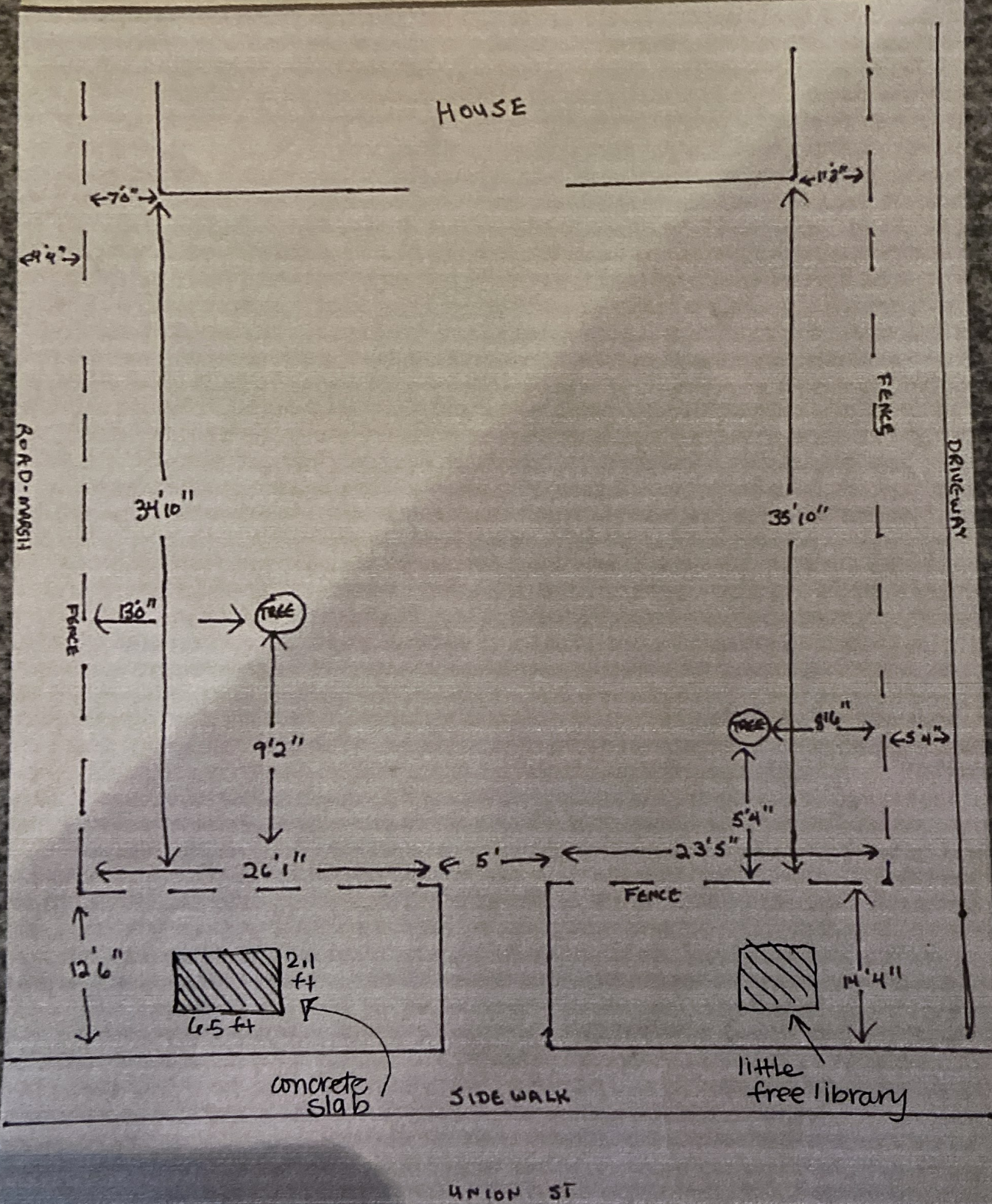


EXHIBIT D

1666A Union St North





EXHIBIT E



Photo of concrete slab - current





**EXHIBIT F**





NORTH CAROLINA

**High Performance Living**



35 Cabarrus Ave. W., PO Box 308, Concord, NC 28026 – [www.concordnc.gov](http://www.concordnc.gov)

July 14, 2021

Julian and Carolyn Coggins  
166A Union St. N  
Concord, NC 28025

Dear Mr. and Mrs. Coggins,

It has been brought to our attention that there is an illuminated structure in the front yard of your property located at 166A Union St. N. Please note that according to the *City of Concord Historic District Handbook*, Approval Requirement Needs Table “Additions of permanent, general illumination fixtures within public view” requires Commission Hearing and Approval. Also, the “Removal, addition or alteration of external stairs or steps” requires Commission Hearing and Approval. Pursuant to the Handbook, the use of beveled edge concrete block, as used on your newly constructed stairs is not considered appropriate for use within the Historic District.

A Certificate of Appropriateness from the Historic Preservation Commission is required for this structure, platform, and stairs. Please submit the enclosed Certificate of Appropriateness Application and the \$100 application fee no later than July 30, 2021 so that your ex post facto application can be heard by the Commission at its earliest availability. Please understand that should you fail to submit the required application for a Certificate of Appropriateness, this will be considered a zoning violation and we will have no alternative but to turn this matter over to the City of Concord Code Enforcement Department.

We look forward to working with you to resolve this matter quickly and amicably.

Sincerely,

Katherine Godwin, AICP  
Senior Planner  
City of Concord

Planning and Neighborhood Development  
Phone (704) 920-5152 • Fax (704) 786-1212

**EXHIBIT G**