

DATE: January 12, 2022

SUBJECT:

Certificate of Appropriateness Request: H-20-21

Applicant: Jim Potter, Charlestowne on Cabarrus, LLC

Location of Subject Property: 61 Cabarrus Ave W

Staff Report Prepared By: Brad Lagano, Senior Planner

BACKGROUND:

- The subject property is a vacant lot within the North Union Historic District.
- Applicant is requesting to:
 - install an entrance drive sign at the driveway access point stating access is a private drive with no turn around.

DISCUSSION:

The Applicant proposes to install a small entrance drive sign in order to clearly designate that the existing driveway access is not a through street. According to the applicant, neighbors have indicated that drivers are unaware that the driveway is not a through street. The proposed sign is 12"x18" (1.5 sq. ft. of sign face), metal, and affixed to a 4"x4" treated wood post approximately 40" tall. However, once installed, the sign post shall not exceed 3ft in height. The sign will have white lettering on a green background and read "Private Drive No Turn Around" (Exhibit D). The sign will be located at the front of the lot adjacent to the access drive as indicated in Exhibit C. No illumination is proposed for the subject sign.

The subject sign is classified as an "Entrance Drive Sign" and is designated as permanent by the Concord Development Ordinance (CDO). CDO section 12.1.5-A requires that permanent signs obtain a sign permit and section 12.4.7-D states:

Entrance Drive Signage

One (1) sign, not exceeding four (4) square feet in area, may be displayed on each side of the street entrance to the parking area or internal driveway network of a nonresidential use. Such signs shall not exceed three (3) feet in height, and shall be located within 15 feet of the intersection of the driveway with the right-of-way.

The proposed sign face and location are in compliance with the CDO. The installation of the sign must be such that the sign is no taller than 3ft in height. If approved by the Historic Preservation Commission, the applicant would be required to obtain a sign permit from the Planning & Neighborhood Development Department.

The Historic Handbook only addresses signage under the "Approval Requirement Needs Table" and simply states that new signage requires Historic Preservation Commission review and approval. No other guidance is provided for sign design standards.

ATTACHMENTS:

Exhibit A: Application for Certificate of Appropriateness

Exhibit B: Subject Property Map

Exhibit C: Proposed Sign Location Images

Exhibit D: Proposed Sign Design

HISTORIC HANDBOOK DESIGN RECOMMENDATIONS:

Approval Requirement Needs Table

- *Signs: All new permanent signs require Commission hearing and approval.*

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, the 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.

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: JIM POTTER
Address: 8312 CADWELL RD
City: HARRISBURG State: NC Zip Code: 28015 Telephone: 704 746 8473

OWNER INFORMATION

Name: CHARLESTOWNE ON CABARRUS, LLC
Address: 8312 CADWELL RD
City: HARRISBURG State: NC Zip Code: 28015 Telephone: 704 746 8473

SUBJECT PROPERTY

Street Address: 661 CABARRUS AVE W P.I.N. # 56208735320000
Area (acres or square feet): 1/2 AC Current Zoning: CC Land Use: RESIDENTIAL

**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: SIGN INSTALLATION
2. Detailed specifications of the project (type of siding, windows, doors, height/style of fence, color, etc.):
METAL SIGN MEASURING 12" X 18" AFFIXED TO A TREATED 4x4 POST APPROX 40" IN HEIGHT WITH WHITE LETTERING ON A GREEN BACKGROUND WHICH READS "PRIVATE DRIVEWAY" "NO TURN AROUND". SIGN WILL BE AT THE DRIVEWAY INTO CHARLESTOWN ON CABARRUS AT 61 CABARRUS AVE WEST. NEIGHBORS REPORT DRIVERS BELIEVE IT TO BE A

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.
2. Detailed written description of the project.
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 if applicable.
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.

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.

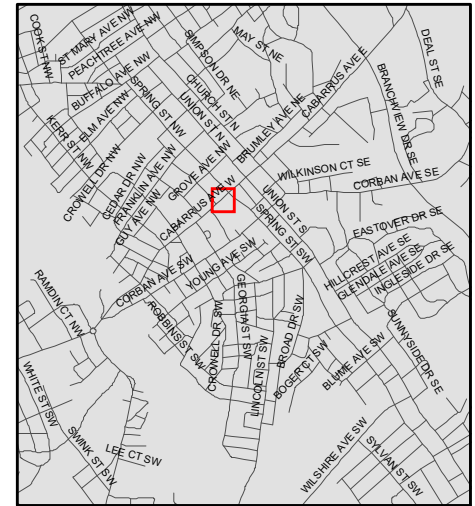
12/11/21
Date

[Signature]
Signature of Owner/Agent

H-20-21

61 Cabarrus Ave W

PIN: 5620-87-3532



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.



Proposed sign location



Exhibit D