HISTORIC PRESERVATION COMMISSION MEETING AGENDA

Wednesday, December 14, 2022 at 6:00 PM

City Hall Council Chambers, 35 Cabarrus Avenue West

1. CALL TO ORDER - *Chair*

2. ORDER OF BUSINESS - *Chair (Ask Staff if there are any adjustments to agenda)*

3. INTRODUCTIONS - *Chair and Commissioners (give your name for the record)*

4. APPROVAL OF MINUTES - *Motion, second, and vote needed.*

5. SWEARING IN OF WITNESSES - *Chair*

6. OLD BUSINESS - *Chair*

7. NEW BUSINESS

H-15-21 (Quasi-Judicial Hearing)
STC Coleman Mill, LLC, has submitted a Certificate of Appropriateness application to renovate and repurpose the existing Coleman Mill Buildings into apartment units at 625 Main St. SW. PIN 5529-69-3574.

a. Open Public Hearing by Motion - *Motion, second, and vote needed.*
b. Staff Presentation
c. Applicant's Testimony
d. Other Testimony
e. Close Public Hearing by Motion - *Motion, second, and vote needed.*
f. Approve Findings of Fact by Motion - *Motion, second, and vote needed.*
g. Approve Conclusions of Law by Motion - *Motion, second, and vote needed.*
h. Approve/Deny Conditions and Permit by Motion - *Motion, second, and vote needed.*

H-25-22 (Quasi-Judicial Hearing)
Stephen and Dana Rohrer have submitted a Certificate of Appropriateness application for "ex post facto" (after the fact) approval to stain the side of the rear yard fence facing the adjoining properties at 19 Franklin St and 103 Union St N and to increase the height of the rear yard fence running adjacent to Franklin St from 4.0' to 6.0' located at 113 Union St N. PIN 5620-79-8008.

a. Open Public Hearing by Motion - *Motion, second, and vote needed.*
b. Staff Presentation
c. Applicant's Testimony
d. Other Testimony
e. Close Public Hearing by Motion - *Motion, second, and vote needed.*
f. Approve Findings of Fact by Motion - *Motion, second, and vote needed.*
g. Approve Conclusions of Law by Motion - *Motion, second, and vote needed.*
h. Approve/Deny Conditions and Permit by Motion - *Motion, second, and vote needed.*

H-26-22 (Quasi-Judicial Hearing) --TABLE
Zac Moretz has submitted a Certificate of Appropriateness application to install a wooden handicap ramp on the right side of the front yard porch at 56 Cabarrus Ave W. PIN 5620-87-1679.

STAFF UPDATES/DISCUSSIONS

Handbook Updates

a. Discuss Committee's Progress

8. ADJOURNMENT

In accordance with ADA Regulations, please note that anyone who needs an accommodation to participate in the meeting should notify Planning & Neighborhood Development Department at 704/920-5152 at least twenty-four (24) hours prior to the meeting.

DATE: December 14th, 2022

SUBJECT:

Certificate of Appropriateness Request:	H-15-21
Applicant:	STC Coleman Mill, LLC
Location of subject property:	625 Main St. SW
Staff Report prepared by:	Scott Sherrill, AICP, Planning & Development Manager

BACKGROUND:

- The subject property is site of a National Register Site including 10 contributing buildings, and one contributing structure. The site is a local landmark. (Exhibit A)
- Date of construction: 1898-1950
- Industrial mill site.
- Applicant is seeking to convert the structure and site for apartments.

DISCUSSION:

Full background on authority as well as the relevant standards for review are encompassed in the materials from Case H-23-18, which was considered with a preliminary endorsement, but no COA, by the Historic Preservation Commission on August 8, 2018. The full staff report from that case is included as Exhibit G of this staff report. This staff report highlights the evolution of the project from the initial COA request, through rezoning, and technical site and building reviews. There are enough details and modifications from the original that a new COA request is merited. It should be noted that labels on the fenestration exhibits in Exhibit G are misleading with regard to which side of the building is being discussed.

Coleman Mill last came before the Historic Preservation Commission on August 8, 2018, for a COA for the conversion (Case H-23-18). Following the consideration by the Historic Preservation Commission, it proceeded to a rezoning hearing, which was considered by the Planning and Zoning Commission on April 16, 2019 as Case Z(CD)-16-18. The project has been in Technical Review since June of 2021, and also pursued a variance request from CDO Section 4.3.2. regarding buffer and setback widths, Section 10.3.1.C.1.b. for parking within the front yard setback, and from Technical Standards Manual Article 3, Section 16 for Driveways General Design Standards: the variance request was granted on January 25, 2022 by the Board of Adjustment. The applicant was notified that modifications to building design would require returning to the Historic Preservation Commission during the first round of building plan review in August of 2021 due to deviations from the 2018 Certificate of Appropriateness, and submitted a Certificate of Appropriateness Application on October 1, 2021. The application was subsequently revised on November 8, 2022 to reflect a more accurate scope of work after the securing of National Park Service conditional approval as a tax credit project.

The scope of work requested includes the following overall project description as set forth by the applicant, with analysis regarding changes from prior approvals indicated in *italics*:

Overall Project Description

The proposed is the adaptive reuse of the Coleman Mill into a 150 unit affordable housing project for family tenants. The property is listed on the National Register of Historic Places.

When first considered in Case H-23-18, 156 units were proposed, and 151 units in Z(CD)-16-18.

The community will have 150 LIHTC units between two buildings and covered parking in a third building. The units are comprised of 36 efficiency, 41 one bedroom, 60 two bedroom, and 13 three bedroom units. Sixteen (16) units will be fully accessible for the mobility impaired, eight (8) of those will have roll in showers. All apartments will fully meet or exceed the NCHFA design guidelines for amenities and quality of apartment design.

The development will have the three (3) QAP required tenant amenities as shown on the site plan, namely the Covered Picnic Area with 150 sf and 2 tables and 2 grills. Multi-Purpose Room (250 sq. ft.), and Playground. The three (3) additional amenities include: an Exercise Room, a Computer Room (with a minimum of 2 computers), and Outdoor Sitting Areas (min 3 locations).

Case H-23-18 reflected a pool, but no playground in addition to structured and podium parking with significant impact to the stream. The zoning plan for Z(CD)-16-18 reflected no additional buildings or parking across the stream, unless the railroad began use of more of its right of way, but amenities were reflected: playground, multi-purpose room, covered picnic area, swimming pool, exercise room, and resident computer center. The swimming pool was removed from the technical site plan to provide adequate fire access.

All community and common areas will be fully accessible to those with disabilities. Parking will be 1.75 spaces per LIHTC unit. ADA parking will be provided as required. Landscaping will meet or exceed both NCH FA and the Town of Concord's standards and be well maintained.

The National Park Service noted that: "New landscape features and improvements must be compatible with the historic industrial character of the complex. Landscaping must be held close to the ground and not overwhelm the industrial character of the historic buildings and site, which was generally without landscaping historically. The three proposed oak trees that abut the main mill building (Hold response received on February 16, 2022) do not meet the Standards and should not be planted. The proposed landscaping along the Main Mill Building should be minimal and remain low to the ground. Trees may be planted in the parking lot but should be away from the mill and warehouse. A revised landscaping plan must be submitted for review and approval by the SHPO and NPS." The applicant has submitted a revised landscape plan to the National Park Service for review, and it is included among the selections from the site plan (Exhibit D).

Site Work

- Remove all debris and extraneous material from site

No impact from a Certificate of Appropriateness perspective.

- Seal and restripe existing parking lot per site plan. Add new paving as shown.

Sealing and restriping has no impact from a Certificate of Appropriateness perspective. The new paving is less impactful across the stream than what was shown in H-23-18, and ultimately shows a reduction from 4.528 acres of impervious to 4.512 acres of impervious.

- Install new pole-mounted site lights throughout the property including the parking areas

The materials submitted for H-23-18 did not include details on site lighting. No lighting plan was provided with Z(CD)-16-18 either. A lighting plan has been submitted with the building plan, which is included in Exhibit E (Sheet SA.01 from PRB2021-02298).

- Create new screened dumpster pad and enclosure

H-23-18 reflected a trash enclosure roughly within the existing stream on site. Z(CD)-16-18 did not reflect the dumpster enclosures. The site plan reflected concrete pads, but no dumpsters specifically. The building plan architectural site plan reflects two dumpster locations: one on the street side of the West Warehouse, and the other towards the railroad tracks from the main mill building in the railroad right of way. The applicant is reflecting a brick dumpster screen on sheet SA.04 in Exhibit E.

- Add new native landscaping, as well as new walkways, and planting beds. Repair and replace damaged sidewalks where necessary.

See note under overall project description. The applicant has submitted a revised landscaping plan to the NPS for review; the file has been sent to the City Arborist for comment, and additional information will be provided at the hearing.

- Provide new handicap-accessible ramp at main front entrance.

The handicap ramp was not shown in case H-23-18, nor Z(CD)-16-18. The technical site plan reflects handicap parking and ramps along the north and south sides of the buildings, the reference to main front entrance refers to the western entrance on the south side of the main mill building.

- Repair/replace existing storm drainage system to meet or exceed both state and local requirements. Provide positive drainage to meet or exceed NCH FA guidelines

The site plan is consistent with the variance case V-03-21. This level of detail was not provided in H-23-18 nor Z(CD)-16-18, but covered during technical site plan review.

- Achieve final grading, balancing cut and fill in newly graded and paved areas.

The site plan is consistent with the variance case V-03-21. This level of detail was not provided in H-23-18 nor Z(CD)-16-18, but covered during technical site plan review.

Demolition

- Remove or abandon all existing mechanical, electrical, and plumbing equipment and fixtures
- Remove noncontributing buildings from site pending full approval from NPS.

Main Mill East Façade: western appendage was proposed for removal in H-23-18; the appendage on the south west corner on the building appears to have been removed and is not shown on the existing floor plan in the building plans.

Main Mill South Façade: Four accessory structures dating from 1947-1950 were shown for demolition in Case H-23-18. Parking was proposed in the area in Case Z(CD)-16-18, and carried through to the Technical Site Plan and building plans. Several later appendages were also proposed for removal in Case H-23-18, and also carried through to Technical Site Plan and Building Plans. These appendages have not yet been removed.

Main Mill West Façade: No demolition shown.

Main Mill North Façade: 2 Existing ventilation rooms to be removed and one of three existing elevator shafts according to the building plans. Only existing ductwork was flagged in H-23-18; however, area

was reflected as green space in Z(CD)-16-18, the technical site plan does not reflect removal of the ventilation rooms.

National Park Service Condition: "The two historic stair towers on the Main Mill building must be retained with the historic stairs intact."

West Warehouse: No specific demolition shown.

East Warehouse: No specific demolition shown.

Utilities

- Remove any overhead electrical lines and install new underground electrical feed to each major building section

Not a significant impact for Certificate of Appropriateness review.

Building Exteriors

- Replace all rotted wood trim to match existing profiles. Clean, scrape, and paint all wood trim

The National Park Service has added a condition stating: Replacement metal and wood siding on the East and West Cotton Warehouses must only be installed selectively, based on the condition of individual siding elements. Any replacement material must match the historic in visual appearance, exposure, and thickness. Documentation of the need for, and extent of, any siding replacement must be submitted for review and approval prior to the removal of the historic material.

- Repair original brick exteriors for minor cracks and clean all surfaces in accordance with the Secretary of Interior's Standards for historic properties. Brick to be cleaned per NPS guidelines

Based on the information provided, applicant is committing to following NPS guidelines for cleaning and repair.

- Windows vary from building to building and elevation to elevation. Remove infill masonry from existing window locations and install new historically compatible as necessary. New windows and locations for same are to be approved by NPS.

National Park Service Condition: "Many of the replacement windows and doors being proposed here are inappropriate for a piedmont textile mill of this age and style. In particular the following proposed windows and doors must be revised:

- *The 1912 addition to the main mill would not likely have had 4 over 1 windows. Instead, narrow, multi-lite steel windows were more probably employed.*
- *Fully glazed entry doors are also problematic. Double-leaf entry doors would have been wooden doors with floating panels, and, at most, glazing held to the top third of each slab.*
- *The new windows along the first floor of the west warehouse must reflect the industrial character of the warehouse and not resemble residential hung windows.*

Replacement window and door details must either be substantiated by documentary evidence (e.g. historic photographs or extant windows) or better conform to standard details seen on historic mills elsewhere in the region. To ensure all replacement windows and doors meet the Standards, detailed and dimensioned drawings of all proposed replacement units (Main Mill, West Warehouse, East

Warehouse), once selected and finalized, must be submitted for review. Drawings should illustrate the windows in relationship to the wall assembly, and must include elevations as well as sill, jamb, head, meeting rail, and muntin details. Simulated divided light windows must have muntin grids installed on the exterior, interior, and feature spacers bars or equivalent separations between the glass.

H-23-18 reflected only six over six windows. The building plans reflect replica windows on the west main mill elevation, except on the southern side, where six over six windows are still reflected. On the south elevation, new 8-light center divide windows are now reflected on the western half of the elevation, with replica windows on the eastern side. The north elevation reflects replica windows on the eastern portion of the elevation with 8 light center divide windows of varying sizes on the two-thirds of the façade, generally.

On the west warehouse, west side fenestrations on the upper level do not appear to change. There are six new lower level window and two door openings and two existing doors are proposed to be fixed in place. On the south side, 11 new windows are proposed, three closed window openings will be reestablished, and one new door opening would be added. This is a greater level of detail than was provided on H-23-18. On the east side, six new windows would be added. The north elevation 20 new windows and two doors are proposed for addition.

On the east warehouse, one new door is being added to the west façade, two garage doors are being added on the south elevation, no changes are proposed on the north elevation or the east elevation.

- Replace/repair roof with compatible materials consistent with the Secretary of the Interior's standards

The National Park Service has added a condition stating: Replacement metal and wood siding on the East and West Cotton Warehouses must only be installed selectively, based on the condition of individual siding elements. Any replacement material must match the historic in visual appearance, exposure, and thickness. Documentation of the need for, and extent of, any siding replacement must be submitted for review and approval prior to the removal of the historic material.

Building Interiors

- Remove or abandon all electrical equipment, wiring, and fixtures
- Remove or abandon all mechanical equipment and ductwork

National Park Service Condition: "New mechanical, electrical, and plumbing systems must be installed in a manner that has minimal effect on the historic character of the building. Exposed systems must be sized and located to minimize their visual impact and be held back from the windows an adequate distance to avoid a noticeable impact from the building's exterior. Systems may be installed above lowered ceilings in secondary spaces such as bathrooms and closets. In order to ensure the installation of the systems meets the Standards, details of the location, size, and concealment or finish of the ductwork and utility lines, ideally in the form of mechanical drawings and reflected ceiling plans, must be submitted for review.

- Original walls to be exposed and repaired.
- Where possible, original doors to be sanded, refinished, and reused.
- Repair all existing wood floors where salvageable. In areas where the wood floor cannot be repaired, install new wood, carpet, or vinyl

Interior details were not available at the time of H-23-18, although a floor plan was provided. Over the revisions, the floor plan and arrangement has changed substantially and many more details have been made available regarding finishes.

National Park Service Condition: Interior architectural finishes, consisting of the wood floors in the Main Mill Building and concrete floors in the West Warehouse, must be preserved where they existed historically. Some carpeting or LVT is acceptable in secondary spaces, such as bathroom and bedrooms in residential units.

National Park Service condition: Main Mill Building Ceilings: Interior architectural finishes, such as the exposed ceilings, must be preserved. The exposed wooden beams must still be expressed in the individual units and corridors. If necessary for fire code protection, gypsum board may be placed between the beams held tight to the wood planking above. On the third floor, there must not be gypsum board ceilings and the historic structure must be fully exposed. Photographs showing the historic fabric preserved in place must be submitted with the Request for Certification of Completed Work.

The building plans reflect two typical finishes for the main mill building: on the first floor existing concrete, with carpet in bedrooms; where wood floor is present on the first, second, and third floor, carpet would go on the existing wood floor in the bedrooms, and stone patterned LVT in bathrooms. In the western part of the main mill building, existing creosote contaminated wood would be removed and replaced with a 4" concrete slab. For residential units in the west warehouse, concrete would be in most living areas, with carpet on existing concrete in bedrooms.

- Refinish hard wood flooring in new corridors where present otherwise install VCT in corridors
- Laundry rooms to have VCT tile floors and eight (8) sets of washer and dryers (1 set per 20 units)
- Construct tenant storage areas as appropriate, provide 1 storage unit per residential unit with 16 unobstructed sq. ft. and min 36 inch in depth will be provided.
- Install ramps and elevators to provide accessible route as shown on plans
- Install fire suppression system per international fire code
- Install 2 passenger elevator.
- Community interior amenities will be added; Community Room with kitchenette, Management Office, Exercise Room, and Computer Lab

National Park Service Condition: The historic utilitarian character of the West Warehouse (exposed wood siding, brick knee walls, brick demising walls, concrete floors, exposed beams and decking) must be retained to the maximum amount possible. First floor units must retain the historic flooring and mimic the unfinished surfaces on the exterior walls. In order to ensure that the proposed interior finishes in the West Warehouse meet the Standards, a detailed finish schedule (including product specs, texture, and color) must be reviewed and approved by both the SHPO and NPS before proceeding with this work.

Unit Construction

- All units to be constructed in accordance with NCHFA Design Standard and Building Codes in effect in Concord
- Install new interior partitions. Wall construction to be 2x4 wood studs with S/8" gypsum board. Tenant demising walls to be 2x6 studs with insulation and 5/8" fire rated gypsum board
- Refinish existing wood floors in living and dining rooms. Install carpet in bedrooms
- Install new VCT tile flooring in kitchen and bathrooms where existing wood floors cannot be

saved

- Install kitchen cabinetry with wood face cabinets and plastic laminate tops. Install new Energy Star rated refrigerators and dishwashers. Install sinks, disposal units, and ranges with hoods vented to the exterior
- In bathrooms, provide mirror that extends down to backsplash and medicine cabinet
- Provide new lever type door hardware and install new deadbolts and peep holes on all unit entry doors. Entry door to be solid core wood door with a painted finish
- All interior doors to be panel hardboard doors with paint finish
- Install mini-blinds on all apartment windows to achieve uniform appearance from street
- All interior trim to be painted wood
- Install wood-blocking for future grab bars in bathroom locations as required by Accessibility Code

See NPS Conditions with regard to Building Interiors.

Mechanical, Electrical, and Plumbing

- Install new electrical system from new meter bases and panels to new outlets, switches and lights, with ceiling fans in living rooms and bedrooms.
- Provide a light fixture at each unit entry inside corridor
- Provide lighting package that meets or exceeds NCHFA building guidelines
- Provide monitored system for fire suppression systems
- Install new electric water heater with an Energy Factor of at least .95 for each apartment
- Install new plumbing supply and waste lines from the service entrance
- Install new low-flow, EPA "Watersense" rate shower heads and faucets. Provide lever faucet controls for all kitchen and bathroom sinks
- Install new split system heat pump HVAC units for each apartment.
- Mechanically ventilate all bathrooms with externally vented Energy Star rated exhaust fans at 90 CCFM. Fans are to be wired to run whenever bathroom light is on
- Install venting to the outside for range hoods

National Park Service Condition: "New mechanical, electrical, and plumbing systems must be installed in a manner that has minimal effect on the historic character of the building. Exposed systems must be sized and located to minimize their visual impact and be held back from the windows an adequate distance to avoid a noticeable impact from the building's exterior. Systems may be installed above lowered ceilings in secondary spaces such as bathrooms and closets. In order to ensure the installation of the systems meets the Standards, details of the location, size, and concealment or finish of the ductwork and utility lines, ideally in the form of mechanical drawings and reflected ceiling plans, must be submitted for review.

ATTACHMENTS

Exhibit A: Application for Certificate of Appropriateness and Scope of Work
Exhibit B: Local Landmark Designation Ordinance
Exhibit C: National Park Service Conditional Approval and Consultant Response Memorandum
Exhibit D: Technical Site Plan Selections
Exhibit E: Building Plan Selections
Exhibit F: Zoning Site Plan
Exhibit G: H-23-18 Full Staff Report
G.A. National Register Nomination
G.B. Application for Certificate of Appropriateness
G.C. Site Plan

G.D. Existing Floor Plan
G.E. Applicant Photographs of Existing Structures
G.F. Applicant Fenestration Simulation
G.G. Applicant Photographs of Other Projects (Interior)
G.H. Applicant's Proposed Floor Plan
G.I. Preservation Brief 18 and Interpreting the Standards

Exhibit H: H-23-18 Recorded Order

RECOMMENDATION:

1. The Historic Preservation Commission should consider the circumstances of this application for a Certificate of Appropriateness relative to the Historic Districts Handbook 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.

Concord
NORTH CAROLINA
High Performance Living

Application for
Certificate of Appropriateness

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: STC Coleman Mill, LLC

Address: 10401 Covered Bridge Rd

City: Prospect State: KY Zip Code: 40059 Telephone: 317-408-6628

OWNER INFORMATION

Name: Bryton Partners

Address: 190 High Peak Dr.

City: Boone State: NC Zip Code: 28607 Telephone: 704-281-6289

SUBJECT PROPERTY Street Address: 625 Main St., SW, Concord NC

Area (acres or square feet): 152,000 approximately P.I.N. # 55296935740000

Current Zoning: RC-CD Land Use: No

Staff Use Only:

Application Received by: _____ Date: _____, 20 _____

Fee: $20.00 Received by: _____ Date: _____, 20 _____

The application fee is nonrefundable.

Planning & Neighborhood Development
35 Cabarrus Ave W ● Concord, NC 28025
Phone (704) 920-5152 ● Fax (704) 920-6962 ● www.concordnc.gov

Concord
NORTH CAROLINA
High Performance Living

Application for
Certificate of Appropriateness

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 Adaptive reuse of the Coleman Mill property into 150 affordable housing units for family tenants

2. Detailed specifications of the project (type of siding, windows, doors, height/style of fence, color, etc.): Repair, refurbish, and build out the property in accordance with National Park Service Part 2 approval to receive historic tax credits to help finance the project. See plan drawings in accordance with NPS Part 2 approval.

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. **Digital copies are preferred.**
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.

11/8/2022
Date

Signature of Owner/Agent

Planning & Neighborhood Development
35 Cabarrus Ave W • Concord, NC 28025
Phone (704) 920-5152 • Fax (704) 920-6962 • www.concordnc.gov

Scope of Work Narrative

Coleman Mill Apartments
Concord, NC

11-8-22

Prepared by
Martin Riley Associates – Architects, PC

Coleman Mill Apartments
Scope of Work
November 8, 2022

Overall Project Description

The proposed is the adaptive reuse of the Coleman Mill into a 150 unit affordable housing project for family tenants. The property is listed on the National Register of Historic Places.

The community will have 150 LIHTC units between two buildings and covered parking in a third building. The units are comprised of 36 efficiency, 41 one bedroom, 60 two bedroom, and 13 three bedroom units. Sixteen (16) units will be fully accessible for the mobility impaired, eight (8) of those will have roll in showers. All apartments will fully meet or exceed the NCHFA design guidelines for amenities and quality of apartment design.

	Efficiency	1 Bedroom	2 Bedrooms	3 Bedrooms
Mill Building Existing 3 Story	32	**15**	**32**	**12**
West Warehouse Existing 1 Story	4	26	28	0
East Warehouse Existing 1 Story	N/A parking only	N/A parking only	N/A parking only	N/A parking only

The development will have the three (3) QAP required tenant amenities as shown on the site plan, namely the Covered Picnic Area with 150 sf and 2 tables and 2 grills. Multi-Purpose Room (250 sq. ft.), and Playground. The three (3) additional amenities include: an Exercise Room ,a Computer Room (with a minimum of 2 computers), and Outdoor Sitting Areas (min 3 locations).

All community and common areas will be fully accessible to those with disabilities. Parking will be 1.75 spaces per LIHTC unit. ADA parking will be provided as required. Landscaping will meet or exceed both NCHFA and the Town of Concord's standards and be well maintained.

Scope of Work

Site Work

- Remove all debris and extraneous material from site
- Seal and restripe existing parking lot per site plan. Add new paving as shown.
- Install new pole-mounted site lights throughout the property including the parking areas
- Create new screened dumpster pad and enclosure
- Add new native landscaping, as well as new walkways, and planting beds. Repair and replace damaged sidewalks where necessary.
- Provide new handicap-accessible ramp at main front entrance.
- Repair/replace existing storm drainage system to meet or exceed both state and local requirements. Provide positive drainage to meet or exceed NCHFA guidelines
- Achieve final grading, balancing cut and fill in newly graded and paved areas.

Demolition

- Remove or abandon all existing mechanical, electrical, and plumbing equipment and fixtures
- Remove noncontributing buildings from site pending full approval from NPS.

Utilities

- Remove any overhead electrical lines and install new underground electrical feed to each major building section

Building Exteriors

Historic Adaptive Reuse:

- Replace all rotted wood trim to match existing profiles. Clean, scrape, and paint all wood trim
- Repair original brick exteriors for minor cracks and clean all surfaces in accordance with the Secretary of Interior's Standards for historic properties. Brick to be cleaned per NPS guidelines
- Windows vary from building to building and elevation to elevation. Remove infill masonry from existing window locations and install new historically compatible as necessary. New windows and locations for same are to be approved by NPS.
- Replace/repair roof with compatible materials consistent with the Secretary of the Interior's standards

Building Interiors

- Remove or abandon all electrical equipment, wiring, and fixtures
- Remove or abandon all mechanical equipment and ductwork
- Original walls to be exposed and repaired.
- Where possible, original doors to be sanded, refinished, and reused.
- Repair all existing wood floors where salvageable. In areas where the wood floor cannot be repaired, install new wood, carpet, or vinyl
- Refinish hard wood flooring in new corridors where present otherwise install VCT in corridors
- Laundry rooms to have VCT tile floors and eight (8) sets of washer and dryers (1 set per 20 units)
- Construct tenant storage areas as appropriate, provide 1 storage unit per residential unit with 16 unobstructed sq. ft. and min 36 inch in depth will be provided.
- Install ramps and elevators to provide accessible route as shown on plans
- Install fire suppression system per international fire code
- Install 2 passenger elevator.
- Community interior amenities will be added; Community Room with kitchenette, Management Office, Exercise Room, and Computer Lab

Unit Construction

- All units to be constructed in accordance with NCHFA Design Standard and Building Codes in effect in Concord
- Install new interior partitions. Wall construction to be 2x4 wood studs with 5/8" gypsum board. Tenant demising walls to be 2x6 studs with insulation and 5/8" fire rated gypsum board
- Refinish existing wood floors in living and dining rooms. Install carpet in bedrooms
- Install new VCT tile flooring in kitchen and bathrooms where existing wood floors cannot be saved
- Install kitchen cabinetry with wood face cabinets and plastic laminate tops. Install new Energy Star rated refrigerators and dishwashers. Install sinks, disposal units, and ranges with hoods vented to the exterior
- In bathrooms, provide mirror that extends down to backsplash and medicine cabinet
- Provide new lever type door hardware and install new deadbolts and peep holes on all unit entry doors. Entry door to be solid core wood door with a painted finish
- All interior doors to be panel hardboard doors with paint finish
- Install mini-blinds on all apartment windows to achieve uniform appearance from street
- All interior trim to be painted wood
- Install wood-blocking for future grab bars in bathroom locations as required by Accessibility Code

Electrical

- Install new electrical system from new meter bases and panels to new outlets, switches and lights, with ceiling fans in living rooms and bedrooms.
- Provide a light fixture at each unit entry inside corridor
- Provide lighting package that meets or exceeds NCHFA building guidelines
- Provide monitored system for fire suppression systems

Plumbing

- Install new electric water heater with an Energy Factor of at least .95 for each apartment
- Install new plumbing supply and waste lines from the service entrance
- Install new low-flow, EPA "Watersense" rate shower heads and faucets. Provide lever faucet controls for all kitchen and bathroom sinks

Mechanical

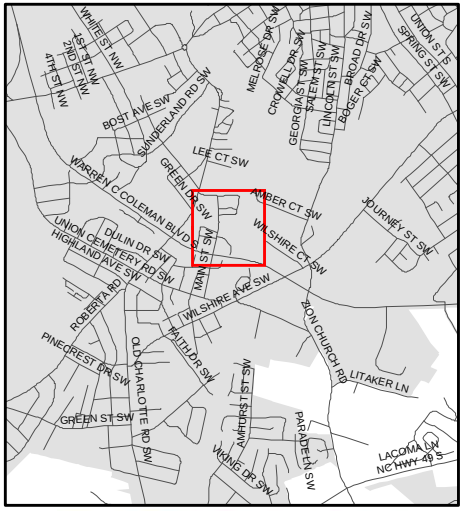
- Install new split system heat pump HVAC units for each apartment.
- Mechanically ventilate all bathrooms with externally vented Energy Star rated exhaust fans at 90 CCFM. Fans are to be wired to run whenever bathroom light is on
- Install venting to the outside for range hoods

H-15-21

Coleman Mill

625 Main St SW

PIN: 5529-69-3574



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.

ORD. #18-01

AN ORDINANCE OF THE CONCORD CITY COUNCIL DESIGNATING THE COLEMAN-FRANKLIN-CANNON MILL LOCATED AT 625 MAIN STREET SW AS A LOCAL HISTORIC LANDMARK

WHEREAS, North Carolina General Statutes §160A-400.5 grants North Carolina local governments the authority to designate local historic landmarks upon compliance with North Carolina General Statutes §160A-400.6; and

WHEREAS, the City of Concord has complied with the required landmark designation procedures of §160A-400.6 of the North Carolina General Statutes and the local historic landmark designation procedure set forth in the Concord Development Ordinance §9.8.3; and

WHEREAS, the Concord Historic Preservation Commission conducted a public hearing on November 8, 2017 to consider the proposed designation; and

WHEREAS, the Coleman-Franklin-Cannon Mill was constructed beginning in 1898 and has important associations with African-American history through its connections with Warren C. Coleman and is architecturally significant as a relatively intact example of an early to mid-20th century mill complex;

NOW, THEREFORE, BE IT ORDAINED, by the City Council of Concord, NC:

1. That 6.6 +/- acres at the northern end of the property known as the Coleman-Franklin-Cannon Mill is hereby designated a local historic landmark pursuant to Part 3B, Article 19, Chapter 160A of the North Carolina General Statutes. This property is more specifically described as Lying and being in the City of Concord, Number 11 Township, Cabarrus County, North Carolina, and lying on the south side of Office Drive SW, lying west of the centerline of the North Carolina Railroad, and lying east of Main Street SW, and being the property of Insignia Inc. (Deed Book 11456 at Page 251), and being more particularly described as follows:

   Beginning at an existing #5 rebar in the eastern right-of-way line of Main Street SW (50' public right-of-way), and the northeast corner of Duke Power Company (Deed Book 1001 at Page 67), said rebar being N 00°37'44" E 668.46 feet from NCGS monument "MAIN"; thence from the POINT OF BEGINNING along the eastern right-of-way line of said Main Street SW the following two courses and distances: 1) N 11°49'10" E 114.69 feet to an existing #5 rebar; and 2) N 02°56'38" W 234.67 feet to an existing 1-1/2" pipe, said pipe being the southwest corner of Katheryne Coble (Deed Book 12045 at Page 253); thence with the line of said Katheryne Coble the following two courses and distances:
   1) N 81°31'28" E 120.13 feet to an existing bent #5 rebar; and 2) N 10°49'01" E 47.03 feet to an existing #5 rebar, said rebar being in the southern right-of-way line of Office Drive (25' public right-of-way); thence with the southern right-of-way line of Office Drive the following three courses and distances: 1) with the arc of a circular curve to the right having a radius of 1428.35 feet, an arc length of 112.66 feet, and a chord bearing and distance of N 88°14'51" E 112.63 feet to an existing #5 rebar; 2) S 89°17'26" E 237.07 feet to an existing #5 rebar; and 3) N 08°09'09" E 3.07 feet to an existing #5 rebar, said rebar being the southwest corner of Glenn and Sally Cook (Lot 13 of Map Book 19 at Page 54, Deed Book 558 at Page 377); thence with the southern line of said Cook S 82°15'00" E (passing an existing #5 rebar on line at 141.83 feet) a total distance of 191.83 feet to an existing PK nail in the centerline of North Carolina Railroad; thence with said centerline, and with Lot 9 of Map Book 34 at Page 29 with the arc of a circular curve to the right having a radius of 5729.65 feet, an arc length of 506.91 feet, and a chord bearing and distance of S 09°48'20" W 506.74 feet to a point; thence leaving said centerline across subject property N 90°00'00" W 268.09 feet to the POINT OF BEGINNING containing 6.831 acres.

2. The local historic landmark designation encompasses the site, building exteriors of all contributing structures as established in the National Register Nomination for the Coleman-Franklin-Cannon Mill (November 2014), and the building interior of the Coleman-Franklin-Cannon Mill, 1898, 1912, 1950s, 1960s Contributing Building, East Cotton Warehouse 1902, 1912, 1926 Contributing Building, and West Cotton Warehouse 1927-1938 Contributing Building.
3. The property subject to this designation is located at 625 Main St. SW, Concord, NC. This property is more particularly described as a portion of the property at GIS PIN 5529-69-3574 on the Cabarrus County Tax Maps.
4. That said designated property may be materially altered, restored, moved, or demolished only following the issuance of a Certificate of Appropriateness by the Concord Historic Preservation Commission. For the designated interiors, a certificate of appropriateness is required for modifications that impact, affect, or obscure architectural or layout details described in the National Register Nomination for the Coleman-Franklin-Cannon Mill (November 2014) or floor plans accompanying the report for this designation. An application for a Certificate of Appropriateness authorizing demolition of said property may not be denied; however, the effective date of such a Certificate may be delayed in accordance with Chapter 160A, Article 19, Part 3B and amendments, thereto and hereinafter adopted. The regulations relating to Certificates of Appropriateness are found in the City of Concord Development Ordinance. Owners of locally designated historic landmarks are expected to be familiar with and follow *The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings*, the guidelines used by the City of Concord Historic Preservation Commission to evaluate proposed alterations and additions for this property.
5. That nothing in this ordinance shall be construed to prevent or delay the ordinary maintenance or repair of any architectural feature in or on said property that does not involve a change of design, material, or outer appearance thereof. Nothing herein shall be construed to prevent the property owner from making any use of this property not prohibited by other statutes, ordinances, or regulations.
6. That a suitable sign may be posted indicating that said property has been designated as historic property and containing any other appropriate information. If the owner consents, the sign may be placed on said property. If the owner objects, the sign may be placed on a nearby public right-of-way.
7. That the owners of the property known as the Coleman-Franklin-Cannon Mill be given the notice of this ordinance as required by applicable law and that copies of this ordinance be filed and indexed in the offices of the City Clerk, Cabarrus County Building Services Division, Cabarrus County Register of Deeds, and the Tax Supervisor as required by law.
8. This ordinance shall become effective upon adoption.

Adopted this 11th day of January 2018.

CITY COUNCIL
CITY OF CONCORD
NORTH CAROLINA

William C. Dusch, Mayor

ATTEST:

Kim Deason, City Clerk

Valerie Kolczynski, City Attorney

NPS Form 10-168a (Rev. 2019)
National Park Service
OMB Control No. 1024-0009

RECEIVED MAY 1 0 2021

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NOV 2 6 2021
NATIONAL PARK SERVICE
TAX INCENTIVE PROGRAM

HISTORIC PRESERVATION CERTIFICATION APPLICATION
PART 2 – DESCRIPTION OF REHABILITATION

Instructions: This page must bear the applicant's original signature and must be dated. The National Park Service certification decision is based on the descriptions in this application form. In the event of any discrepancy between the application form and other, supplementary material submitted with it (such as architectural plans, drawings and specifications), the application form takes precedence. A copy of this form will be provided to the Internal Revenue Service.

NPS Project Number: 44276

1. **Historic Property Name** Coleman-Franklin-Cannon Mill

Street 625 Main St SW

City Concord County Cabarrus State NC Zip 28027-6887

Name of Historic District or National Register property Coleman-Franklin-Cannon Mill

☒ Listed individually in the National Register of Historic Places; date of listing 04/16/2015

☐ Located in a Registered Historic District; name of district

☒ Part 1 – Evaluation of Significance submitted? Date submitted ~~03/03/2015~~ Date of certification ~~03/19/2015~~

2. **Project Data** (for phased projects, data entered in this section must be totals for entire project)

Date of building 1898 Estimated total rehabilitation costs (QRE) $23,400,000

Number of buildings in project 2 Floor area before / after rehabilitation 145,000 / 145,000 sq ft

Start date (estimated) 05/15/2021 Use(s) before / after rehabilitation vacant / apartment

Completion date (estimated) 12/15/2022 Number of housing units before / after rehabilitation 0 / 152

Application includes phase(s) 1 of 1 phases Number of low-moderate income housing units before / after rehabilitation 0 / 152

☐ Intend to elect IRS 60-month phased rehabilitation

3. **Project Contact** (if different from applicant)

Name Ellis Mumford-Russell Company Post Oak Preservation Solutions

Street 2506 Little John Ln City Austin State TX

Zip 78704 Telephone (832) 919-6433 Email Address ellis@postoakpreservation.com

4. **Applicant**

I hereby attest that the information I have provided is, to the best of my knowledge, correct. I further attest that [check one or both boxes, as applicable]:

☐ I am the owner of the above-described property within the meaning of "owner" set forth in 36 CFR § 67.2 (2011), and/or

☒ if I am not the fee simple owner of the above described property, the fee simple owner is aware of the action I am taking relative to this application and has no objection, as noted in a written statement from the owner, a copy of which (i) either is attached to this application form and incorporated herein, or has been previously submitted, and (ii) meets the requirements of 36 CFR § 67.3(a)(1) (2011).

For purposes of this attestation, the singular shall include the plural wherever appropriate. I understand that knowing and willful falsification of factual representations in this application may subject me to fines and imprisonment under 18 U.S.C. § 1001, which, under certain circumstances, provides for imprisonment of up to 8 years.

Name JAMES W. FREEMAN, MANAGER Signature (Sign in ink) Date 02/23/2021

Applicant Entity STC Coleman Mill, LLC SSN or TIN 83-1158350

Street 1180 Peachtree ST NE, Suite 3330 City Atlanta State GA

Zip 30309 Telephone (404) 963-6657 Email Address jwf@thestrategicgroup.com

☐ Applicant, SSN, or TIN has changed since previously submitted application.

NPS Official Use Only

The National Park Service has reviewed the Historic Preservation Certification Application – Part 2 for the above-named property and has determined that:

☐ the rehabilitation described herein is consistent with the historic character of the property and, where applicable, with the district in which it is located and that the project meets the Secretary of the Interior's Standards for Rehabilitation. This letter is a preliminary determination only, since a formal certification of rehabilitation can be issued only to the owner of a "certified historic structure" after rehabilitation work is complete.

☑ the rehabilitation or proposed rehabilitation will meet the Secretary of the Interior's Standards for Rehabilitation if the attached conditions are met. Plan amended on 7/13/2022 & 9/19/2022

☐ the rehabilitation described herein is not consistent with the historic character of the property or the district in which it is located and that the project does not meet the Secretary of the Interior's Standards for Rehabilitation.

10/12/2022 Amy Crandall
Date National Park Service Authorized Signature (Sign in ink)

☑ NPS conditions or comments attached

NPS Form 10-168e (Rev. 2019)
National Park Service
OMB Control No. 1024-0009

HISTORIC PRESERVATION CERTIFICATION APPLICATION
NATIONAL PARK SERVICE
CONDITIONS

Historic Property Name: Coleman-Cannon-Franklin Mill Project Number: 44276

Property Address, City, State: 625 Main Street SW, Concord, NC

The rehabilitation of this property as described in the Historic Preservation Certification Application will meet the Secretary of the Interior's Standards for Rehabilitation provided that the following condition(s) is/are met:

1. **Windows and Doors:** Many of the replacement windows and doors being proposed here are inappropriate for a piedmont textile mill of this age and style. In particular the following proposed windows and doors must be revised:
   - The 1912 addition to the main mill would not likely have had 4 over 1 windows. Instead, narrow, multi-lite steel windows were more probably employed.
   - Fully glazed entry doors are also problematic. Double-leaf entry doors would have been wooden doors with floating panels, and, at most, glazing held to the top third of each slab.
   - The new windows along the first floor of the west warehouse must reflect the industrial character of the warehouse and not resemble residential hung windows.

   Replacement window and door details must either be substantiated by documentary evidence (e.g. historic photographs or extant windows) or better conform to standard details seen on historic mills elsewhere in the region. To ensure all replacement windows and doors meet the Standards, detailed and dimensioned drawings of all proposed replacement units (Main Mill, West Warehouse, East Warehouse), once selected and finalized, must be submitted for review. Drawings should illustrate the windows in relationship to the wall assembly, and must include elevations as well as sill, jamb, head, meeting rail, and muntin details. Simulated divided light windows must have muntin grids installed on the exterior, interior, and feature spacers bars or equivalent separations between the glass.

2. **Siding:** Replacement metal and wood siding on the East and West Cotton Warehouses must only be installed selectively, based on the condition of individual siding elements. Any replacement material must match the historic in visual appearance, exposure, and thickness. Documentation of the need for, and extent of, any siding replacement must be submitted for review and approval prior to the removal of the historic material.

3. **Flooring:** Interior architectural finishes, consisting of the wood floors in the Main Mill Building and concrete floors in the West Warehouse, must be preserved where they existed historically. Some carpeting or LVT is acceptable in secondary spaces, such as bathrooms and bedrooms in residential units.

4. **Main Mill Building Ceilings:** Interior architectural finishes, such as the exposed ceilings, must be preserved. The exposed wooden beams must still be expressed in the individual units and corridors. If necessary for fire code protection, gypsum board may be placed between the beams held tight to the wood planking above. On the third floor, there must not be gypsum board ceilings and the historic structure must be fully exposed. Photographs showing the historic fabric preserved in place must be submitted with the Request for Certification of Completed Work.

5. **West Warehouse Interior:** The historic utilitarian character of the West Warehouse (exposed wood siding, brick knee walls, brick demising walls, concrete floors, exposed beams and decking) must be retained to the maximum amount possible. First floor units must retain the historic flooring and mimic the unfinished surfaces on the exterior walls (as proposed in response to hold received by NPS on July 13, 2022). Second floor units must retain the exposed beams and decking on the ceilings and mimic the unfinished surfaces on the exterior walls. Lofted/unsubdivided units must retain both the floors, exposed ceiling, and mimic the unfinished surfaces on the exterior walls. In order to ensure that the proposed interior finishes in the West Warehouse meet the Standards, a detailed finish schedule (including product specs, texture, and color) must be reviewed and approved by both the SHPO and NPS before proceeding with this work.

6. **Stair Towers:** The two historic stair towers on the Main Mill building must be retained with the historic stairs intact.

HISTORIC PRESERVATION CERTIFICATION APPLICATION
NATIONAL PARK SERVICE
CONDITIONS

7. **MEP:** New mechanical, electrical, and plumbing systems must be installed in a manner that has minimal effect on the historic character of the building. Exposed systems must be sized and located to minimize their visual impact and be held back from the windows an adequate distance to avoid a noticeable impact from the building's exterior. Systems may be installed above lowered ceilings in secondary spaces such as bathrooms and closets. In order to ensure the installation of the systems meets the Standards, details of the location, size, and concealment or finish of the ductwork and utility lines, ideally in the form of mechanical drawings and reflected ceiling plans, must be submitted for review.

8. **Landscape**: New landscape features and improvements must be compatible with the historic industrial character of the complex. Landscaping must be held close to the ground and not overwhelm the industrial character of the historic buildings and site, which was generally without landscaping historically. The three proposed oak trees that abut the main mill building (Hold response received on February 16, 2022) do not meet the Standards and should not be planted. The proposed landscaping along the Main Mill Building should be minimal and remain low to the ground. Trees may be planted in the parking lot but should be away from the mill and warehouse. A revised landscaping plan must be submitted for review and approval by the SHPO and NPS.

Photographs documenting that the conditions have been met must be submitted with the Request for Certification of Completed Work.

Any substantive change in the work as described in the application should be brought to the attention of the State Historic Preservation Office and the National Park Service in writing, using the Amendment/Advisory Determination form, prior to execution to ensure that the proposed project continues to meet the Standards.

The National Park Service has determined that this project will meet the Secretary of the Interior Standards for Rehabilitation if the condition(s) listed above are met.

10/12/2022
Date

National Park Service Signature

NPS Form 10-168b (Rev. 2019)
National Park Service
OMB Control No 1024-0009

HISTORIC PRESERVATION CERTIFICATION APPLICATION AMENDMENT / ADVISORY DETERMINATION

RECEIVED
SEP 19 2022
NATIONAL PARK SERVICE
TAX INCENTIVE PROGRAM

Instructions: This page must bear the applicant's original signature and must be dated.

NPS Project Number: 44276

1. **Historic Property Name** Coleman-Cannon-Franklin Mill

Street 625 Main Street SW

City Concord County Cabarrus State NC Zip 28027-6887

2. **This form**
- ☒ includes additional information requested by NPS for an application currently on hold.
- ☐ updates applicant or contact information.
- ☒ amends a previously submitted ☐ Part 1 ☒ Part 2 ☐ Part 3 application.
- ☐ requests an advisory determination that the completed phase ___ of ___ phases of this rehabilitation meets the Secretary of the Interior's Standards for Rehabilitation. Phase completion date _____ Estimated rehabilitation costs of phase (QRE) _____

Summarize information here; continue on following page if necessary.

This Amendment 3 provides the revised design for the Coleman Mill (NPS No. 442776) per a Microsoft Teams call on Thursday, August 18, 2022 and as refined through email correspondence starting on September 2, 2022 through September 12, 2022. See attached memorandum and drawings illustrating the floor plan and elevation changes for the Main Mill and West Warehouse as noted on revised sheets A102, A106, A107 & A308.

3. **Project Contact** (if different from applicant)

Name Brian W. LaBrie Company Ray, Ellis & LaBrie Consulting

Street Rhodes Hall | 1516 Peachtree ST NW City Atlanta State GA

Zip 30309 Telephone (678) 612-2833 Email Address brian@rayandellis.com

4. **Applicant**

I hereby attest that the information I have provided is, to the best of my knowledge, correct. I further attest that (check one or both boxes, as applicable):

- ☐ I am the owner of the above-described property within the meaning of "owner" set forth in 36 CFR § 67.2 (2011), and/or
- ☒ If I am not the fee simple owner of the above described property, the fee simple owner is aware of the action I am taking relative to this application and has no objection, as noted in a written statement from the owner, a copy of which (i) either is attached to this application form and incorporated herein, or has been previously submitted, and (ii) meets the requirements of 36 CFR § 67.3(a)(1) (2011).

For purposes of this attestation, the singular shall include the plural wherever appropriate. I understand that knowing and willful falsification of factual representations in this application may subject me to fines and imprisonment under 18 U.S.C. § 1001, which, under certain circumstances, provides for imprisonment of up to 8 years.

Name Jim Sari Signature (Sign in ink) _____ Date 09/14/2022

Applicant Entity STC Coleman Mill, LLC SSN _____ or TIN 83-1158350

Street 10401 Covered Bridge Road City Prospect State KY

Zip 40059 Telephone (317) 408-6628 Email Address jim@sariandcompany.biz | c.winter@oracledesign.net

☐ Applicant, SSN, or TIN has changed since previously submitted application.

NPS Official Use Only

The National Park Service has reviewed this amendment to the Historic Preservation Certification Application and has determined that the amendment:

- ☐ meets the Secretary of the Interior's Standards for Rehabilitation.
- ☑ will meet the Secretary of the Interior's Standard for Rehabilitation if the attached conditions are met.
- ☐ does not meet the Secretary of the Interior's Standards for Rehabilitation.
- ☐ updates the information on file and does not affect the certification.

Advisory Determinations:

- ☐ The National Park Service has determined that the work completed in this phase is consistent with the Secretary of the Interior's Standards for Rehabilitation. This determination is advisory only. A formal certification of rehabilitation can be issued only after all rehabilitation work and any associated site work or new construction have been completed. This approval could be superseded if it is found that the overall rehabilitation does not meet the Secretary's Standards. A copy of this form will be provided to the Internal Revenue Service.

10/12/2022
Date

National Park Service Authorized Signature (Sign in ink)

☑ NPS conditions or comments attached

NPS Form 10-168b (Rev. 2019)
National Park Service
OMB Control No. 1024-0009

HISTORIC PRESERVATION CERTIFICATION APPLICATION AMENDMENT / ADVISORY DETERMINATION

RECEIVED
JUL 13 2022
NATIONAL PARK SERVICE
TAX INCENTIVE PROGRAM

Instructions: This page must bear the applicant's original signature and must be dated.

NPS Project Number 44276

1. Historic Property Name Coleman-Cannon-Franklin Mill

Street 625 Main Street SW

City Concord County Cabarrus State NC Zip 28027-6887

2. This form
- ☒ includes additional information requested by NPS for an application currently on hold.
- ☒ updates applicant or contact information.
- ☐ amends a previously submitted ☐ Part 1 ☐ Part 2 ☐ Part 3 application.
- ☐ requests an advisory determination that the completed phase ___ of ___ phases of this rehabilitation meets the Secretary of the Interior's Standards for Rehabilitation. Phase completion date _____ Estimated rehabilitation costs of phase (QRE) _____

Summarize information here; continue on following page if necessary.

This provides additional information requested by NPS in their hold letter dated 05/13/2022, as well as updates the signatory information for this project.

3. Project Contact (if different from applicant)

Name Brian W. LaBrie Company Ray, Ellis & LaBrie Consulting

Street Rhodes Hall | 1516 Peachtree ST NW City Atlanta State GA

Zip 30309 Telephone (678) 612-2833 Email Address brian@rayandellis.com

4. Applicant

I hereby attest that the information I have provided is, to the best of my knowledge, correct. I further attest that [check one or both boxes, as applicable]:

- ☐ I am the owner of the above-described property within the meaning of "owner" set forth in 36 CFR § 67.2 (2011), and/or
- ☒ if I am not the fee simple owner of the above described property, the fee simple owner is aware of the action I am taking relative to this application and has no objection, as noted in a written statement from the owner, a copy of which (i) either is attached to this application form and incorporated herein, or has been previously submitted, and (ii) meets the requirements of 36 CFR § 67.3(a)(1) (2011).

For purposes of this attestation, the singular shall include the plural wherever appropriate. I understand that knowing and willful falsification of factual representations in this application may subject me to fines and imprisonment under 18 U.S.C. § 1001, which, under certain circumstances, provides for imprisonment of up to 8 years.

Name Jim Sari Signature (Sign in ink) _____ Date 6-27-22

Applicant Entity STC Coleman Mill, LLC SSN _____ or TIN 83-1158350

Street 10401 Covered Bridge Road City Prospect State KY Email

Zip 40059 Telephone (317) 408-6628 Address jim@sariandcompany.biz & c.winter@oracledesign.net

☒ Applicant, SSN, or TIN has changed since previously submitted application.

NPS Official Use Only

The National Park Service has reviewed this amendment to the Historic Preservation Certification Application and has determined that the amendment:

- ☐ meets the Secretary of the Interior's Standards for Rehabilitation.
- ☑ will meet the Secretary of the Interior's Standard for Rehabilitation if the attached conditions are met.
- ☐ does not meet the Secretary of the Interior's Standards for Rehabilitation.
- ☐ updates the information on file and does not affect the certification.

Advisory Determinations:

- ☐ The National Park Service has determined that the work completed in this phase is consistent with the Secretary of the Interior's Standards for Rehabilitation. This determination is advisory only. A formal certification of rehabilitation can be issued only after all rehabilitation work and any associated site work or new construction have been completed. This approval could be superseded if it is found that the overall rehabilitation does not meet the Secretary's Standards. A copy of this form will be provided to the Internal Revenue Service.

10/12/2022
Date

National Park Service Authorized Signature (Sign in ink)

☑ NPS conditions or comments attached

Ray, Ellis & LaBrie consulting
preservation and tax incentives

Memorandum

To: Caryn Winter, STC Coleman Mill, LLC (STC)
Jarod Burgess, STC
Jim Sari, STC
Jackie Martin, Martin Riley & Associates (MRA)
Leigh Gomes, MRA
From: Brian LaBrie, Ray, Ellis & LaBrie Consulting (REL)
CC: Project File
Date: Wednesday, October 12, 2022
Re: Coleman-Cannon-Franklin Mill | NPS No. 44276

Our Part 2 dated 2/2321 as Amended on 6/27/22 and 9/14/22 was approved with the following conditions (see my comment with "REL" next to it below the conditions):

1) Windows and Doors: Many of the replacement windows and doors being proposed here are inappropriate for a piedmont textile mill of this age and style. In particular the following proposed windows and doors must be revised:
   a) The 1912 addition to the main mill would not likely have had 4 over 1 windows. Instead, narrow, multi-lite steel windows were more probably employed.
   b) Fully glazed entry doors are also problematic. Double-leaf entry doors would have been wooden doors with floating panels, and, at most, glazing held to the top third of each slab.
   c) The new windows along the first floor of the west warehouse must reflect the industrial character of the warehouse and not resemble residential hung windows.
   d) Replacement window and door details must either be substantiated by documentary evidence (e.g. historic photographs or extant windows) or better conform to standard details seen on historic mills elsewhere in the region.

   To ensure all replacement windows and doors meet the Standards, detailed and dimensioned drawings of all proposed replacement units (Main Mill, West Warehouse, East Warehouse), once selected and finalized, must be submitted for review. Drawings should illustrate the windows in relationship to the wall assembly, and must include elevations as well as sill, jamb, head, meeting rail, and muntin details. Simulated divided light windows must have muntin grids installed on the exterior, interior, and feature spacers bars or equivalent separations between the glass.

   REL: This is a typical condition, which Jackie and I had discussed. Once we select the windows they will be submitted for review as an amendment. For the window submittals we will need both a window elevation, and a horizontal and vertical section through the proposed window. I think we have a random intact window on the west warehouse, we should get similar drawings for it so they can compare/reference to it.

2) Siding: Replacement metal and wood siding on the East and West Cotton Warehouses must only be installed selectively, based on the condition of individual siding elements. Any replacement material must match the historic in visual appearance, exposure, and thickness. Documentation of the need for, and extent of, any siding replacement must be submitted for review and approval prior to the removal of the historic material.

   REL: This is not unexpected and would be something we can work out with the GC when selected. For this we should highlight on the elevation areas that siding needs to be replaced. We also might find on closer inspection that we may not need to. Once we know what we are replacing we can submit as an amendment. The highlighted elevations should also have detailed photographs documenting the deterioration.

3) Flooring: Interior architectural finishes, consisting of the wood floors in the Main Mill Building and concrete floors in the West Warehouse, must be preserved where they existed historically. Some carpeting or I-T is acceptable in secondary spaces, such as bathrooms and bedrooms in residential units.

   REL: This is a typical condition, which Jackie and I had discussed and is in-keeping with what our plans are if I recall correctly. Any tile in secondary areas should be square and not the large format tile. Unless we start putting this in other areas than secondary (bathroom, laundry, bedrooms) we should not need an amendment. Also if possible perhaps we could leave the historic finish in the bedrooms and buy us some browny points.

4) Main Mill Building Ceilings: Interior architectural finishes, such as the exposed ceilings, must be preserved. The exposed wooden beams must still be expressed in the individual units and corridors. If necessary for fire code protection, gypsum board may be placed between the beams held tight to the wood planking above. On the third floor, there must not be gypsum board ceilings and the historic structure must be fully exposed. Photographs showing the historic fabric preserved in place must be submitted with the Request for Certification of Completed Work.

   REL: This is a typical condition and is in-keeping with what our plans are if I recall correctly. We should reconfirm our fire and sound strategy with the floors to ensure we are complying with this.

5) West Warehouse Interior
   a) The historic utilitarian character of the West Warehouse (exposed wood siding, brick knee walls, brick demising walls, concrete floors, exposed beams and decking) must be retained to the maximum amount possible. First floor units must retain the historic flooring and mimic the unfinished surfaces on the exterior walls (as proposed in response to hold received by NPS on July 13, 2022). Second floor units must retain the exposed beams and decking on the ceilings and mimic the unfinished surfaces on the exterior walls.

      REL: This is a typical condition and is in-keeping with what our plans are if I recall correctly. We should reconfirm our fire and sound strategy with the floors to ensure we are complying with this.

   b) Lofted/unsubdivided units must retain both the floors, exposed ceiling, and mimic the unfinished surfaces on the exterior walls. In order to ensure that the proposed interior finishes in the West Warehouse meet the Standards, a detailed finish schedule (including product specs, texture, and color) must be reviewed and approved by both the SHPO and NPS before proceeding with this work.

      REL: This is in-keeping with what we had discussed, but as suggested, would be good to solidify into a finish schedule which can be submitted as an <u>amendment</u> to confirm everything.

6) Stair Towers: The two historic stair towers on the Main Mill building must be retained with the historic stairs intact.

   REL: This was our original plan, so we can accommodate.

7) MEP: New mechanical, electrical, and plumbing systems must be installed in a manner that has minimal effect on the historic character of the building. Exposed systems must be sized and located to minimize their visual impact and be held back from the windows an adequate distance to avoid a noticeable impact from the building's exterior. Systems may be installed above lowered ceilings in secondary spaces such as bathrooms and closets. In order to ensure the installation of the systems meets the Standards, details of the location, size, and concealment or finish of the ductwork and utility lines, ideally in the form of mechanical drawings and reflected ceiling plans, must be submitted for review.

   REL: This is in-keeping with what we had discussed, but as suggested, would be good to solidify into a finish schedule which can be submitted as an <u>amendment</u> to confirm everything.

8) Landscape: New landscape features and improvements must be compatible with the historic industrial character of the complex. Landscaping must be held close to the ground and not overwhelm the industrial character of the historic buildings and site, which was generally without landscaping historically. The three proposed oak trees that abut the main mill building (Hold response received on February 16, 2022) do not meet the Standards and should not be planted. The proposed landscaping along the Main Mill Building should be minimal and remain low to the ground. Trees may be planted in the parking lot but should be away from the mill and warehouse. A revised landscaping plan must be submitted for review and approval by the SHPO and NPS.

   REL: Landscaping lately has been a hot button item at NPS, so I would recommend we work on this and get it submitted as an <u>amendment</u> sooner than later.

The following **To Do Items** are recommended to ensure compliance with the SHPO and NPS conditions/recommendations:

<u>General</u>

- ☐ Design Team to confirm our plan includes the recommendations/conditions in Nos. 3-4 & 6-8
- ☐ Amendments need to be provided in response to the recommendation/conditions in Nos.1-2 & 5
- ☐ Design changes should be submitted as an Amendment. It is recommended then when design changes are in their conceptual development that REL be consulted to assist in design.

<u>MRA</u>

- ☐ Coordinate with REL on Amendment for Nos. 3-4 & 6-8.
- ☐ Coordinate with REL on design changes

<u>REL</u>

- ☐ Coordinate with MRA on Amendment for Nos. 3-4 & 6-8.
- ☐ Coordinate with MRA to confirm if there are extant windows/doors per No. 1 that should be photographically documented as part of an amendment.
- ☐ Coordinate with MRA to confirm replacement siding per No. 2 that should be photographically documented as part of an amendment.
- ☐ Coordinate with MRA and Ownership regarding construction observation and site visits to photographically document windows/doors (Condition 1) and siding (Condition 2).

SITE INFORMATION:

SITE:	10.65 ACRES
ZONING:	EXISTING: 1-2 PROPOSED: RESIDENTIAL
COMPACT-RC-CD	
DENSITY:	14.17 UNITS/ACRES
BUILDINGS:	(1) 3 STORY WAREHOUSE
	(1) 2-STORY APARTMENT BUILDINGS
SPRINKLERS:	13R
PARKING SPACES:	228 REQUIRED @ 1.5 PER UNIT/ 228 PROVIDED

UNIT INFORMATION:

UNIT TYPE	E	1 BR	2BR	3BR	TOTAL
MAIN MILL 1ST FLR	17	7	10	0	34
MAIN MILL 2ND FLR	15	6	13	0	34
MAIN MILL 3RD FLR	0	4	10	12	26
WEST WAREHOUSE 1ST FLR	2	15	14	0	31
WEST WAREHOUSE 2ND FLR	0	14	12	0	26
TOTAL	34	46	59	12	151

REQUIRED AMENITIES:

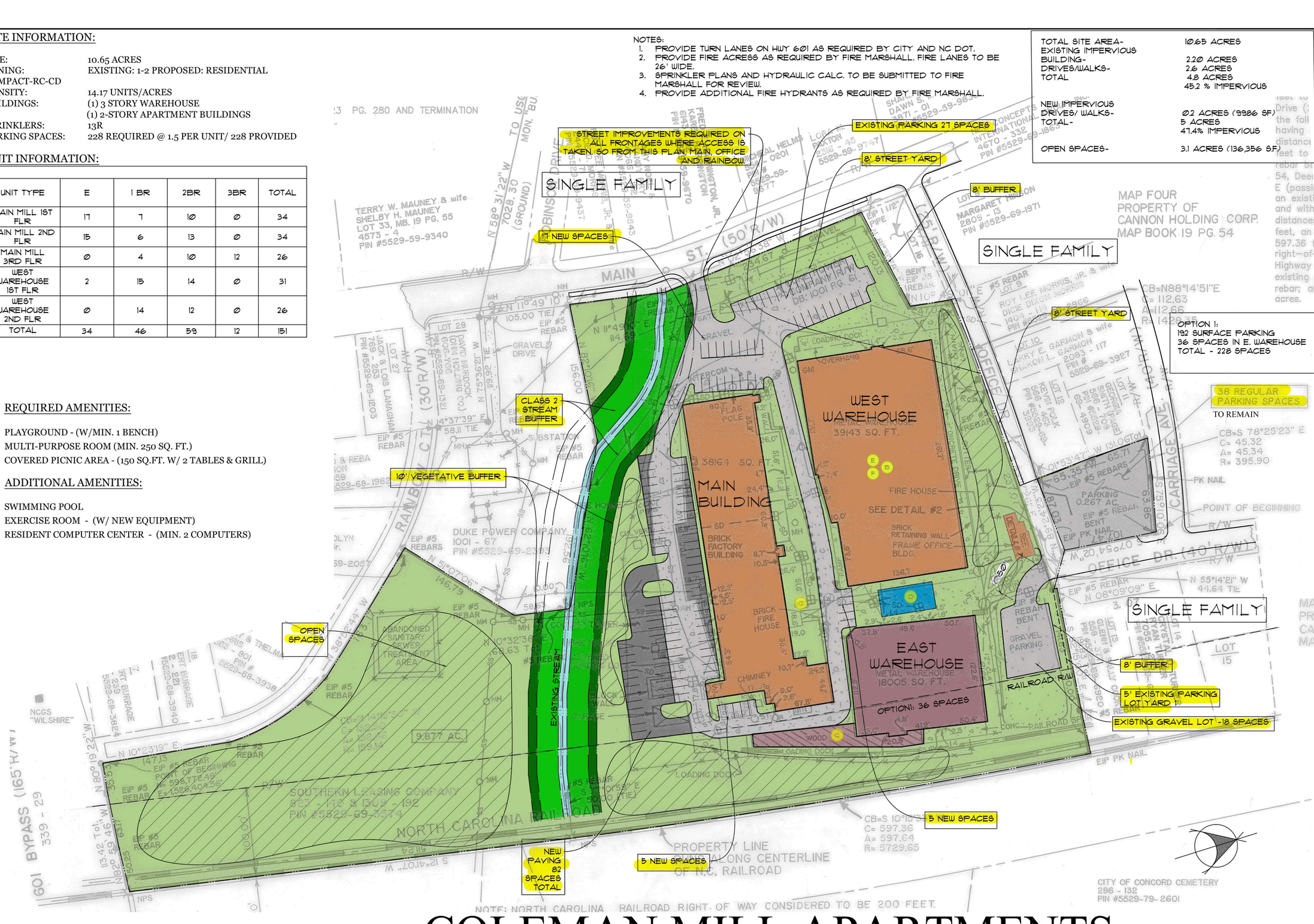
- (A) PLAYGROUND - (W/MIN. 1 BENCH)
- (B) MULTI-PURPOSE ROOM (MIN. 250 SQ. FT.)
- (C) COVERED PICNIC AREA - (150 SQ.FT. W/ 2 TABLES & GRILL)

ADDITIONAL AMENITIES:

- (D) SWIMMING POOL
- (E) EXERCISE ROOM - (W/ NEW EQUIPMENT)
- (F) RESIDENT COMPUTER CENTER - (MIN. 2 COMPUTERS)

NOTES:
1. PROVIDE TURN LANES ON HWY 601 AS REQUIRED BY CITY AND NC DOT.
2. PROVIDE FIRE ACRESS AS REQUIRED BY FIRE MARSHALL. FIRE LANES TO BE 26' WIDE.
3. SPRINKLER PLANS AND HYDRAULIC CALC. TO BE SUBMITTED TO FIRE MARSHALL FOR REVIEW.
4. PROVIDE ADDITIONAL FIRE HYDRANTS AS REQUIRED BY FIRE MARSHALL.

TOTAL SITE AREA-	10.65 ACRES
EXISTING IMPERVIOUS	
BUILDING-	2.20 ACRES
DRIVES/WALKS-	2.6 ACRES
TOTAL	4.8 ACRES
	45.2 % IMPERVIOUS
NEW IMPERVIOUS	
DRIVES/ WALKS-	0.2 ACRES (9986 SF)
TOTAL-	5 ACRES
	47.4% IMPERVIOUS
OPEN SPACES-	3.1 ACRES (136,356 SF)



COLEMAN MILL APARTMENTS

CONCORD, NC — OPTION 1

SCALE: 1" = 50'

REVISIONS 4-9-2019

PROJECT 2018-043 | DATE 01-16-19 | DRAWN BY / CHECKED BY KK

MARTIN RILEY ASSOCIATES - ARCHITECTS, P.C.
25 CHURCH STREET SUITE 200 DECATUR GEORGIA 30030-3329 404-373-2800

COLEMAN MILL APARTMENTS
CONCORD, NC

CSP1

NOT RELEASED FOR CONSTRUCTION

SITE INFORMATION:

SITE:	7.9 ACRES
ZONING:	EXISTING: 1-2 PROPOSED: RESIDENTIAL
COMPACT-RC-CD	
DENSITY:	19.11 UNITS/ACRES
BUILDINGS:	(1) 3 STORY WAREHOUSE (1) 2-STORY APARTMENT BUILDINGS
SPRINKLERS:	13R
PARKING SPACES:	228 REQUIRED @ 1.5 PER UNIT/ 228 PROVIDED

UNIT INFORMATION:

UNIT TYPE	E	1 BR	2BR	3BR	TOTAL
MAIN MILL 1ST FLR	17	7	10	0	34
MAIN MILL 2ND FLR	15	6	13	0	34
MAIN MILL 3RD FLR	0	4	10	12	26
WEST WAREHOUSE 1ST FLR	2	15	14	0	31
WEST WAREHOUSE 2ND FLR	0	14	12	0	26
TOTAL	34	46	59	12	151

REQUIRED AMENITIES:

- (A) PLAYGROUND - (W/MIN. 1 BENCH)
- (B) MULTI-PURPOSE ROOM (MIN. 250 SQ. FT.)
- (C) COVERED PICNIC AREA - (150 SQ.FT. W/ 2 TABLES & GRILL)

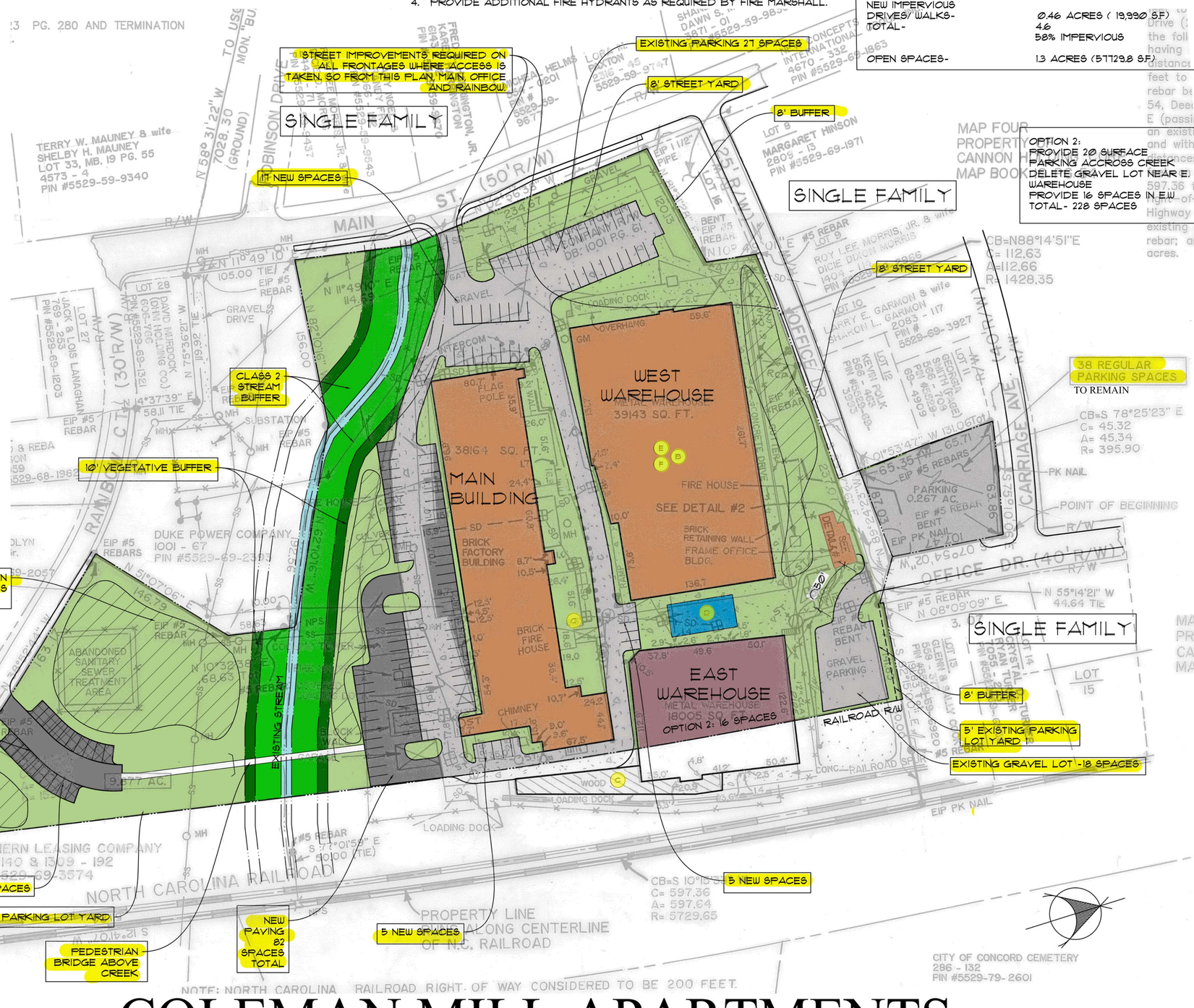
ADDITIONAL AMENITIES:

- (D) SWIMMING POOL
- (E) EXERCISE ROOM - (W/ NEW EQUIPMENT)
- (F) RESIDENT COMPUTER CENTER - (MIN. 2 COMPUTERS)

NOTES:
1. PROVIDE TURN LANES ON HWY 601 AS REQUIRED BY CITY AND NC DOT.
2. PROVIDE FIRE ACRESS AS REQUIRED BY FIRE MARSHALL. FIRE LANES TO BE 26' WIDE.
3. SPRINKLER PLANS AND HYDRAULIC CALC. TO BE SUBMITTED TO FIRE MARSHALL FOR REVIEW.
4. PROVIDE ADDITIONAL FIRE HYDRANTS AS REQUIRED BY FIRE MARSHALL.

TOTAL SITE AREA-	7.9 ACRES
EXISTING IMPERVIOUS	
BUILDING-	1.9 ACRES
DRIVES/WALKS-	2.23 ACRES
	51.8 % IMPERVIOUS
NEW IMPERVIOUS	
DRIVES/ WALKS-	0.46 ACRES (19,990 SF)
TOTAL-	4.6
	58% IMPERVIOUS
OPEN SPACES-	1.3 ACRES (57729.8 SF)

OPTION 2:
PROVIDE 20 SURFACE PARKING ACCROSS CREEK
DELETE GRAVEL LOT NEAR E. WAREHOUSE
PROVIDE 16 SPACES IN E.W
TOTAL- 228 SPACES



COLEMAN MILL APARTMENTS

CONCORD, NC — OPTION 2

SCALE: 1" = 50'

REVISIONS
4-9-2019

PROJECT 2018-043 | DATE 01-16-19 | DRAWN BY / CHECKED BY KK

MARTIN RILEY ASSOCIATES - ARCHITECTS, P.C.
25 CHURCH STREET SUITE 200 DECATUR GEORGIA 30030-3329 404-373-2800

COLEMAN MILL APARTMENTS
CONCORD, NC

CSP1

NOT RELEASED FOR CONSTRUCTION

FILED
CABARRUS COUNTY NC
WAYNE NIXON
REGISTER OF DEEDS

FILED	Apr 24, 2019
AT	12:09 pm
BOOK	13472
START PAGE	0032
END PAGE	0036
INSTRUMENT #	09633
EXCISE TAX	$0.00

MKL

Drawn By: Scott Sherrill
Return to: City of Concord ROD Box

PIN: 5529-69-3574

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF CONCORD, NORTH CAROLINA FOR PROPERTY LOCATED AT 625 MAIN ST SW

WHEREAS, the City of Concord, North Carolina, pursuant to the authority conferred by the North Carolina General Statutes 160A-364 enacted an Official Zoning Ordinance for the City of Concord, North Carolina and the Area of Extraterritorial Jurisdiction on July 28, 1977; and

WHEREAS, the City of Concord, North Carolina, pursuant to the authority conferred by North Carolina General Statute 160A-364 through 160A-366 and 160A-381 through 160A-392 may from time to time as necessary amend, supplement, change, modify or repeal certain of its zoning regulations and restrictions and zone boundaries; and

WHEREAS, the City of Concord, North Carolina, pursuant to the authority conferred by North Carolina General Statute, Chapter 160A, Art. 19, Session Laws of 1993, Chapter 247, House Bill 575 and Section 3.2.4.B.2 of the Concord Development Ordinance does hereby allow the Planning and Zoning Commission to be final approval authority for zoning changes of land, provided that at least three-fourths of the members present vote in the affirmative, and no appeal of the decision is taken; and

WHEREAS, Section 3.2.4.B.5 of the Concord Development Ordinance specifies that any person aggrieved by the decision of the Planning and Zoning Commission shall have the right to appeal the decision to the City Council within fifteen days of the decision of the Planning and Zoning Commission decision by giving written notice to the Administrator; and

WHEREAS, Section 3.2.4.B.2 of the Concord Development Ordinance specifies that a final approval decision shall not be in effect until the fifteen day appeal period expires;

NOW, THEREFORE BE IT ORDAINED by the Planning and Zoning Commission of the City of Concord, North Carolina:

5 pgs 26-

SECTION 1. That the P&Z Commission held a duly advertised public hearing on April 16, 2019. At the close of the public hearing, the P&Z Commission adopted the following "Statement of Zoning Consistency" as required by NC Gen Stat 160A-383.

- The subject property is approximately 10.65 acres.

- The subject property is currently industrial in use.

- The proposed zoning amendment is consistent with the 2030 Land Use Plan (LUP) because it results in a zoning classification which remains consistent with the Mixed Use Activity Center future land use category. In this instance, the mixed use activity center is isolated to this parcel and the Young-Hartsell Mill location to the north of the subject property, and the addition of apartments represents the addition of a new housing type to the area. Although it does little to advance the self-containment of the mixed use activity center, it may support future development of mixed uses. The nearest transit stop is approximately four-tenths of a mile away on the orange line.

- The zoning amendment is reasonable and in the public interest in advancing the vision of the 2030 land use plan for the site through encouraging the adaptive reuse of a historic property. This adaptive reuse will likely result in a longer life span for the historic structures as well as establish additional affordable housing in the city.

The P&Z Commission then voted to approve the map amendment by the required super-majority, subject to the following conditions, which have been offered by the petitioner and/or mutually agreed upon during the course of the hearing:

1. The development shall proceed in accordance with the Coleman Mill Apartments Option 1, dated 04/09/2019, except that it shall be required to meet the City's Technical Standards and current Fire Code, until such time as the project's usage of the North Carolina Railroad Right of Way is no longer possible. At that time, the project may proceed under the site plan for Coleman Mill Apartments Option 2, dated 04/09/2019, subject to Technical Site Plan approval and Fire Code requirements.
2. The applicant will provide turn lanes on Hwy 601 as required by NC DOT.
3. An exemption is granted for the 12' building yard; however, alternate areas for landscaping will be required along the North side of the building or in areas currently identified as open space.
4. For the detached portion of the site, across Office Dr., the applicant will be required to show parking space, create a driveway cut/aisle, and meet minimum stem, curb, and gutter requirements. Sidewalk will be required along the whole frontage of this portion of the property, along with Main Street and Office Drive where access is taken.
5. A second remote entrance is required, and fire lanes are required to be 26 feet wide.
6. Certificates of appropriateness will be required for the demolition and alteration of contributing buildings within the local landmark designations.
7. If total new impervious surface exceeds 20,000 square feet or more than 1 acre is disturbed, stormwater controls will be required.
8. Full technical site plan approval shall be submitted in compliance with the Concord Code of Ordinances and the Conditions listed herein.
9. Buildings shall be located as shown on the approved preliminary site plan. Minor modifications may be allowed, pursuant to Concord Development Ordinance (CDO) §5.4.10 and 3.2.8.I.

10. The proposed structures shall follow the theme, scale, and architectural guidelines of the provided elevations. Minor modifications may be allowed, pursuant to CDO §5.4.10 and 3.2.8.I.
11. Changes in the uses shown on the site plan may require additional site plan review. Minor modifications may be allowed, pursuant to CDO §5.4.10 and 3.2.8.I.
12. Water system must be installed, tested, verified to provide the needed fire flow, and approved before vertical construction.
13. No more than 1.5 parking spaces per unit shall be provided;
14. An encroachment agreement with North Carolina Railroad shall be pursued by the developer.

SECTION 2. That the Official Zoning Map is hereby amended by rezoning from Heavy Industrial (I-2) to Residential Compact Conditional District (RC-CD) the area described as follows:

Lying and being in the City of Concord, Number 11 Township, Cabarrus County, North Carolina, and lying on the north and west side of Office Drive, and lying on the south side of Carriage Avenue, and being the property of Southern Leasing Company (Deed Book 823 at Page 140 and Deed Book 1309 at Page 192), and being more particularly described as follows:

Beginning at a bent #5 rebar in the southern right-of-way line of Carriage Avenue (40' public right-of-way), and in the wester right-of-way line of Office Drive (40' public right-of-way) S 07°54'02" W 107.47 feet to an existing PK nail, said PK nail being in the western right-of-way line of the 40' right-of-way of Office Drive and in the northern right-of-way line of the 25' right-of-way of Office Drive; thence with the northern right-of-way line of Office Drive (25' public right-of-way) N 89°24'23" W 87.03 feet to an existing #5 rebar, said rebar being the southeast corner of Kevin Polk (Lot 12 of Map Book 19 at Page 54, Deed Book 566 at Page 463); thence with the line of said Polk and with the line of Georgia Smith (Lot 11 of Map Book 19 at Page 54, Deed Book 566 at Page 708); N 01°53'47" W (passing an existing #5 rebar on line at 65.35 feet) a total distance of 131.06 feet to an existing #5 rebar, said rebar being the northeast corner of said Smith, and in the southern right-of-way line of Carriage Avenue (40' public right-of-way); thence with the southern right-of-way line of Carriage Avenue the following two courses and distance: 1) with the arc of a circular curve to the right having a radius of 395.90 feet, an arc length of 45.34 feet, and a chord bearing and distance of S 78°25'23" E 45.32 feet to an existing PK nail; and 2) S 75°10'06" E 63.86 feet to the POINT OF BEGINNING containing 0.267 acres.

AND

Lying and being in the City of Concord, Number 11 Township, Cabarrus County, North Carolina, and lying on the north side of US Highway 601, and lying west of the centerline of the North Carolina Railroad, and being the property of Southern Leasing Company ((Deed Book 823 at Page 140 and Deed Book 1309 at Page 192), and being more particularly described as follows:

Beginning at an existing #5 rebar in the northern right-of-way line of US Highway 601, and in the eastern right-of-way line of Rainbow Court (30' public right-of-way), said rebar being S 88°11'06" E 320.47 feet from NCGS monument "MAIN"; thence from the POINT OF BEGINNING along the eastern right-of-way line of Rainbow Court the following four courses and distances: 1) N 10°23'19" E 147.13 feet to an existing #5 rebar; 2) with the arc of a circular curve to the left having a radius of 159.14 feet, an arc length of 136.66 feet; and a chord bearing and distance of N 14°15'50" W 132.50 feet to an existing #5 rebar 3) N 38°52'44" W 163.17 feet to an existing #5 rebar; and 4) with the arc of a circular curve to the left having a radius of 292.18 feet, an arc length of 10.00 feet, and a chord bearing and distance of N 40°00'35" E 146.79 feet to an existing #5 rebar, said rebar being the southeast corner of Duke Power Company (Deed Book 1001 at Page 67); thence with the line of said

Duke Power Company the following four courses and distances: 1) N 51°07'06" E 146.79 feet to an existing #5 rebar; 2) N 10°32'38" E (passing an existing #5 rebar on line at 58.63 feet) a total distance of 58.63 feet to a point 3) N 62°10'16" W 192.56 feet to an existing #5 rebar; and 4) N 82°10'16" W 156.00 feet to an existing #5 rebar in the eastern right-of-way line of Main Street (50' public right-of-way); thence with the eastern right-of-way line of Main Street the following two courses and distances: 1) N 11°49'10" E 114.69 feet to an existing #5 rebar; and 2) N 02°56'38" W 234.67 feet to an existing 1 1/2" pipe, said pipe being the southwest corner of New Concepts International Group, Inc. (Deed Book 4670 at Page 332); thence with the line of said New Concepts International Group, Inc. the following two courses and distances; 1) N81°31'28" E 120.13 feet to an existing bent #5 rebar; and 2) N 10°49'01" E 47.03 feet to an existing #5 rebar, said rebar being in the southern right-of-way line of Office Drive (25' public right-of-way); thence with the southern right-of-way line of Office Drive the following three courses and distances: 1) with the arc of a circular curve to the right having a radius of 1428.35 feet, an arc length of 112.66 feet, and a chord bearing and distance of N 88°14'51" E 112.63 feet to an existing #5 rebar; 2) S 89°17'26" E 237.07 feet to an existing #5 rebar and 3) N 08°09'09" E 3.07 feet to an existing #5 rebar, said rebar being the southwest corner of Glenn and Sally Cook (Lot 13 of Map Book 19 at Page 54, Deed Book 558 at Page 377); thence with the southern line of said Cook S 82°15'00" E passing an existing #5 rebar on line at 141.83 feet) a total distance of 191.83 feet to an existing PK nail in the centerline of North Carolina Railroad; thence with said centerline, and with Lots 9, 10, 15, and 14 or Map Book 34 at Page 29 the following two courses and distances: 1) with the arc of a circular curve to the right having a radius of 5729.65 feet, and arc length of 597.64 feet, and a chord bearing and distance of S 10°15'33" W 597.36 feet to a point; and 2) S 12°41'07" W 511.24 feet to a point in the northern right-of-way line of US Highway 601; thence with the northern right-of-way line of US Highway 601 the following two courses and distances: 1) N 82°59'46" W (passing an existing #5 rebar on line at 50.25 fee) a total distance of 113.42 feet to an existing #5 rebar; and 2) N 80°19'22" W 35.53 feet to the POINT OF BEGINNING containing 9.877 acres.

SECTION 3. That the establishment of this district and subsequent issuance of Zoning Clearance Permits are hereby authorized.

SECTION 4. That the above described property shall be perpetually bound to the uses authorized in the Concord Development Ordinance, as such may be amended from time to time and as provided for under Article 3 of the Concord Development Ordinance.

SECTION 5. That the effective date hereof is the 1st day of May, 2019.

Adopted the 16th day of April, 2019

PLANNING AND ZONING COMMISSION
CITY OF CONCORD
NORTH CAROLINA

William C. Isenhour (Chair)

ATTEST:

Secretary to the Planning & Zoning Commission

North Carolina
CABARRUS County

I, Leslie Jenkins a Notary Public for ~~said~~ Rowan County and State, Do hereby certify that Angela Baldwin personally appeared before me this day and acknowledged the due execution of the foregoing instrument.
Witness my ~~hand~~ and official seal, this the 24th day of April, 2019.

(Notary Public)

My Commission expires 9-20, 21.

LESLIE JENKINS
My Commission Expires
NOTARY PUBLIC
09/20/2021
ROWAN COUNTY, NC

HISTORIC PRESERVATION COMMISSION MEETING
MINUTES
Wednesday, August 8, 2018

Members Present: Dr. Lee Gray
Lea Halloway
Jim Ramseur
Carolyn Coggins
Brian Floyd
Richard Milan

Alternate Members:

Members Absent: Casey Killough
Scott Elliott

Attorney to Commission: Fred Johnson

Staff Present: Scott Sherrill, Senior Planner
Kevin Ashley, Planning Manager
David Whitley, GIS Manager
Angela Baldwin, Executive Assistant

Cases Heard:

H-20-18 – CHANDLER EDWARDS – 251 UNION ST N
H-21-18 – JENNY DABBS – 67 GEORGIA ST. NW
H-22-18 – MARK SUMMERS – 111 SPRING STREET NW
H-23-18 – SARI AND COMPANY – 625 MAIN ST SW
LLD-01-18 – JUSTIN MUELLER – 57 UNION ST. S
LLD-02-18 – EVERETT HELMS/NEKCO LLC – 30 UNION ST. S

Chair Gray called the August 8, 2018, Historic Preservation Commission meeting to order at 6:30 p.m.

Commissioner Killough made a motion to approve the July 11, 2018 minutes. Commissioner Halloway seconded the motion. The vote carried unanimously. –**The Vote: All Ayes.**

CHANGES TO THE AGENDA:

Chair Gray informed the audience that the meeting would begin with Case H-21-18 since Mr. Bill Leake had not arrived to testify regarding Case H-20-18.

ADMINISTRATION OF THE OATH:

Chair Gray swore in all those wishing to speak before the Commission.

H-21-18 – JENNY DABBS HAS SUBMITTED A CERTIFICATE OF APPROPRIATENESS APPLICATION TO PAINT THE MASONRY HOUSE AT 67 GEORGIA ST. NW PIN 5620-77-0693.

Scott Sherrill introduced the case to the Commission.

The applicant is proposing to paint the masonry SH Light French Gray, and the wood trim will stay white. Painting unpainted masonry—stone, brick, terra cotta--requires a Commission hearing. The applicant provided additional elevation photographs and a paint swatch at the meeting.

Jenny Dabbs 67 Georgia St. NW explained the materials that would be used for the project and that the actual color would be requisite gray.

Commissioner Coggins made a motion to approve the Findings of Fact as amended. Commissioner Halloway seconded the motion. The vote carried unanimously. –**The Vote: All Ayes.**

FINDINGS OF FACT:

1. The subject property is located at 67 Georgia St. NW, Concord, NC. The owners are Walker K Dabbs and Jennifer L Dabbs. The Dabbs acquired the property by deed recorded in Cabarrus County Register of Deeds Book 9947, Page 56, as recorded on April 4, 2012.
2. The subject property is located in a RM-2 (Residential Medium Density) zoning district and in the North Union Street Historic District.
3. The subject property is not designated in the Concord Historic Districts Handbook (June 2001 ed.), (the "Handbook") Chapter 3 and also by the NC State Historic Preservation Office.
4. The Handbook is an ordinance of the City of Concord duly adopted by the City Council and incorporated into the Code of Ordinances by reference.
5. On June 19, 2018, Jenny Dabbs submitted an application (Exhibit A) for a Certificate of Appropriateness under Concord Development Ordinance (CDO) §9.8 to paint a masonry house "Requisite Gray" (Exhibits A and B).
6. The applicant submitted photographs of the property (Exhibit B).
7. The applicant submitted a paint swatch (Exhibit C).

Commissioner Coggins made a motion to approve the Conclusions of Law as amended. Commissioner Halloway seconded the motion. The vote carried unanimously. –**The Vote: All Ayes.**

CONCLUSIONS OF LAW:

1. This matter is properly before the Commission pursuant to N.C. Gen. Stat. § 160A-400.7, et seq. and the Concord Development Ordinance.
2. Pursuant to the ***Handbook Approval Requirement Needs*** and Appendix A:
    - Commission Hearing and Approval Required For: "Painting unpainted masonry—stone, brick, terra cotta."
    - Recommended: Identifying, retaining, and preserving masonry features that are important in defining the overall historic character of the building such as walls, brackets, railings, cornices, window architraves, door pediments, steps, and columns; and joint and unit size, tooling and bonding patterns, coatings, and color.
    - Not recommended: Radically changing the type of paint or coating or its color.
    - Recommended: Applying compatible paint coating systems following proper surface preparation.

- Not recommended: Using new paint colors that are inappropriate to the historic building and district.

3. The following criteria shall be considered, when relevant, by the Commission in reviewing applications for a Certificate of Appropriateness. All applications for Certificates of Appropriateness shall be subject to review based upon the Design Guidelines then in effect. These guidelines are set forth in a manual prepared and adopted by the Commission:
    - lot coverage, defined as the percentage of lot area covered by primary structures;
    - setback, defined as the distance from the lot lines to the building(s);
    - building height;
    - exterior building materials;
    - proportion, shape, positioning, location, pattern and sizes of any elements of fenestration;
    - surface textures;
    - structural condition and soundness;
    - walls--physical ingredients, such as brick, stone or wood walls, wrought iron fences, evergreen landscape masses, building facades, or combination of these;
    - color (new construction only and not for existing residences); and
    - effect of trees and other landscape elements.
4. The application is congruous with the historic aspects of the district.
5. Based on the standards of the Handbook, and the City of Concord Code of Ordinances, including the standards listed above, the Commission concludes that:

    a. The painting is appropriate for the district based on the handbook language as articulated in Section 2 of the Conclusions of Law.

Commissioner Halloway made a motion to approve the Certificate of Appropriateness and to allow the Chairman to sign the Order out of session. Commissioner Coggins seconded the motion. The vote carried unanimously. –**The Vote: All Ayes. (APPROVED)**

H-20-18 – CHANDLER EDWARDS HAS SUBMITTED A CERTIFICATE OF APPROPRIATENESS APPLICATION TO REMOVE A 100' TALL WILLOW OAK AT 251 UNION ST N PIN 5621-60-4254.

Scott Sherrill introduced the case to the Commission.

The applicant is proposing to remove a 100 foot tall willow oak with a hazard rating of "6". Applicant cites the danger posed to the church and powerlines as justification for removal, and also seeks to divert water runoff away from the church structure. There is some decay in the tree. Staff is referring removal to the Historic Preservation Commission given the absence of dead limbs and prominent location as part of the church campus.

Bill Leake City Arborist appeared before the Commission. Mr. Leake explained that about 1/8 of the diameter of the trunk is decayed on the curbside. It is exposed to utility pruning on the roadside. Commissioner Milan asked about the risk rating and failure potential. Mr. Leake stated that the overall rating is six and the most likely part to fail would be the branches in about six months. Mr. Leake recommended removal of the tree.

Dan Overcash appeared before the Commission. Mr. Overcash explained that the trustees of the church listened to the recommendation of Mr. Leake and got on board with the suggested removal of the tree.

Chair Gray closed the public hearing.

Commissioner Coggins made a motion to approve the Findings of Fact as amended. Commissioner Halloway seconded the motion. The vote carried unanimously. –**The Vote: All Ayes.**

FINDINGS OF FACT:

1. The subject property is located at 251 Union St. N, Concord, NC. The owner is Trustees of Forest Hill United Methodist Church. The church acquired the property by deed recorded in Cabarrus County Register of Deeds Book 05721, Page 352, as recorded on December 23, 2004.
2. The subject property is located in a O-I-CU (Office-Institutional Conditional Use) zoning district and in the North Union Street Historic District.
3. The subject property is designated as "Fill" (Exhibit A) in the Concord Historic Districts Handbook (June 2001 ed.), (the "Handbook") Chapter 3 and also by the NC State Historic Preservation Office.
4. The Handbook is an ordinance of the City of Concord duly adopted by the City Council and incorporated into the Code of Ordinances by reference.
5. On June 28, 2018, Chandler Edwards submitted an application (Exhibit B) for a Certificate of Appropriateness under Concord Development Ordinance (CDO) §9.8 to remove a 100' tall willow oak with a hazard rating of "6" (Exhibits B, C, D, and E).
6. The applicant and the city submitted photographs of the property (Exhibit D and E).
7. The applicant submitted a site plan for proposed drainage improvements (Exhibit C).
8. Mr. Leake submitted a tree evaluation which recommended that the tree be replaced with a similar species in a different location.

Commissioner Coggins made a motion to approve the Conclusions of Law as amended. Commissioner Halloway seconded the motion. The vote carried unanimously. –**The Vote: All Ayes.**

CONCLUSIONS OF LAW:

1. This matter is properly before the Commission pursuant to N.C. Gen. Stat. § 160A-400.7, et seq. and the Concord Development Ordinance.
2. Pursuant to the *Handbook Approval Requirement Needs* Chapter 5 – Section 8: Landscaping and Trees:

    - Commission Hearing and Approval Required For: "City Staff may refer any tree running or removal request to the Historic Preservation Commission."
    - One of the most visible features of the Districts is the landscaping and the associated tree canopy. Activities which negatively impact any aspect of the landscape should be avoided, such as the removal of healthy trees and mature shrubs.
    - Tree health may be decided upon by the acquisition of a Tree Hazard Evaluation Report issued by the City Arborist or a report submitted by a certified arborist. Healthy trees are trees that have a hazard rating of 4 or lower. Removal of healthy trees over the size of 6 inches in diameter (measured 4 feet above ground) or pruning of healthy tree limbs over 6 inches in diameter requires Historic Preservation Commission review and approval. City staff may approve a Certificate of Appropriateness for the removal of healthy trees under 6 inches in diameter. Staff may also approve removal or pruning of unhealthy trees/limbs of any size and in any location if the tree is deemed hazardous by the Tree Evaluation Report. City Staff may refer any tree pruning or removal request to the Historic Preservation Commission.

- All trees that are removed should be replaced with a tree of similar species in an appropriate location unless no suitable location exists on the subject site. Trees removed within street view must also have the stumps removed below ground level.
- Property owners should provide proper care and maintenance for the existing landscape and landscape patterns.
- Trees which are removed shall be replaced by a species which, upon maturity, is similar in scale to the removed specimen. For example, canopy trees shall be replaced with canopy trees, and understory trees with understory trees.
- Placement of all vegetation should not interfere with utilities and vehicular traffic (sight-triangles).

3. The following criteria shall be considered, when relevant, by the Commission in reviewing applications for a Certificate of Appropriateness. All applications for Certificates of Appropriateness shall be subject to review based upon the Design Guidelines then in effect. These guidelines are set forth in a manual prepared and adopted by the Commission:
   - lot coverage, defined as the percentage of lot area covered by primary structures;
   - setback, defined as the distance from the lot lines to the building(s);
   - building height;
   - exterior building materials;
   - proportion, shape, positioning, location, pattern and sizes of any elements of fenestration;
   - surface textures;
   - structural condition and soundness;
   - walls--physical ingredients, such as brick, stone or wood walls, wrought iron fences, evergreen landscape masses, building facades, or combination of these;
   - color (new construction only and not for existing residences); and
   - effect of trees and other landscape elements.
4. The application is congruous with the historic aspects of the district.
5. Based on the standards of the Handbook, and the City of Concord Code of Ordinances, including the standards listed above, the Commission concludes that:

   b. The tree removal is appropriate for the district based on the handbook language as articulated in Section 2 of the Conclusions of Law.

Commissioner Halloway made a motion to approve the Certificate of Appropriateness and to allow the Chairman to sign the Order out of session. Commissioner Coggins seconded the motion. The vote carried unanimously. –**The Vote: All Ayes. (APPROVED)**

H-22-18 – MARK SUMMERS HAS SUBMITTED A CERTIFICATE OF APPROPRIATENESS APPLICATION TO ADD A PARKING PAD, REMOVE A SECTION OF BRICK WALL, AND ADD A WOOD PICKET FENCE AT 111 SPRING ST. NW PIN 5620-78-3679.

Scott Sherrill introduced the case to the Commission.

The applicant is seeking to remove approximately 20’ of brick wall, add a 20’x14’ parking pad, and install a wood picket fence to match the existing on the Spring Street façade. Parking pad will have a paver base. Applicant has provided additional information regarding fence height and images or samples of pavers.

Chair Gray opened the public hearing. Chair Gray asked Mr. Sherrill if he had heard from the applicant regarding the public hearing. Mr. Sherrill stated that the applicant would not be present for the meeting.

Chair Gray stated to the Commission that they have the opportunity to table the subject case until the applicant has a chance to be present. In order to evaluate the impact of the request on the tree canopy, the Commission recommended that the applicant provide more information relative to the proposed parking pad and its relationship to the extent at the crown of the existing trees.

Commissioner Halloway made a motion to table Case H-22-18 until the September 12, 2018, Historic Preservation Commission meeting. Commissioner Floyd seconded the motion. The vote carried unanimously. –**The Vote: All Ayes. (TABLED)**

H-23-18 – SARI AND COMPANY HAS SUBMITTED A CERTIFICATE OF APPROPRIATENESS APPLICATION TO RENOVATE AND REPURPOSE THE EXISTING COLEMAN MILL BUILDINGS INTO 156 APARTMENT UNITS AT 625 MAIN ST. SW PIN 5529-69-3574.

Scott Sherrill introduced the case to the Commission.

The Coleman-Franklin-Cannon Mill was granted local landmark status in January 2018 by the City of Concord City Council. The landmark designation encompasses the site, building exteriors of all contributing structures as established in the National Register Nomination for the Coleman-Franklin-Cannon Mill (November 2014), and the building interior of the Coleman-Franklin-Cannon Mill, 1898, 1912, 1950s, 1960s contributing building, East Cotton Warehouse 1902, 1912, 1926 contributing building, and West Cotton Warehouse 1927-1938 contributing building. The designated property may be materially altered, restored, moved, or demolished only following the issuance of a Certificate of Appropriateness by the Concord Historic Preservation commission. For the designated interiors, a COA is required for modifications that impact, affect, or obscure architectural or layout details described in the National Register Nomination for the Coleman-Franklin-Cannon Mill (November 2014) or floor plans included in the landmark report. Because of the landmark designation, the Historic Preservation Commission is the first reviewer for this project with a primary focus on the design of the project. There will be a subsequent review by the City of Concord Planning and Zoning Commission, which will address the rezoning request to include the density, traffic impacts, and other land use impacts. A neighborhood meeting will be required in advance of the rezoning hearing. This is also a tax credit project, which means that National Park Service review will be necessary for improvements. The applicant is seeking to renovate and repurpose the existing mill buildings into 156 apartment units. The applicant has expressed their intent to install new windows to replicate the originals, whose openings have been filled in with masonry. The applicant will leave the existing brick, and carefully clean it. The roof of the Tower on the north side of the main mill building will be repaired/replaced as needed. Existing openings in the exterior walls of the warehouse structures will remain, and new openings for windows and doors will be added as allowed by the National Park Service. New windows will be of a style and material that is acceptable to the National Park Service. The applicants will remove any metal siding that is beyond salvage and replace it with matching material. The metal will be finished as appropriate to the buildings and in accordance with NPS briefs. Roofs will be repaired and replaced as needed. The building interiors will strive to leave as much of the existing structure visible either in apartments or in public spaces. The volume of the existing spaces will be apparent from the new interior spaces. The applicants will not be adding new structures to the site, and the existing railroad siding structure will be renovated and used as an exterior gathering/sitting area. The parking area will be expanded to provide sufficient parking for the tenants. The site plan reflects 210 spaces. The site plan also reflects the addition of a 25’ x 70’ pool. At this point, applicant intends to keep contributing buildings, but if they decide to pursue demolition, they will need to return for another COA request.

Chair Gray explained that the Commission has received very light information in terms of the proposal; however, with such an important building with such an important history, additional information is required. Commissioner Milan explained that he would like to see the order because there has not been enough information presented that he feels comfortable in making a decision. Commissioner Ramseur stated that the Commission should know the exact number of units to be placed there. Chair Gray stated that it is the idea of the interior.
Chair Gray opened the public hearing.

Jim Sari appeared before the Commission. Mr. Sari explained that the request is a check mark for zoning. Mr. Sari stated that the building is individually listed so the Parks Service is going to require Part 1, Part 2 and Part 3 from a historical standpoint. Mr. Sari stated that his experience with these is that they deal with the primary façade. There are some issues with the design that may not pass through. For instance, windows on the metal building, they may not pass. Mr. Sari explained to the Commission that he does not need a full Certificate of Appropriateness all he wants is to not stop the process of zoning. Mr. Sari stated that he knows he will have to respect the fabric of history. Mr. Sari stated that he may have to reconfigure so he does not know what he will end up with. Mr. Sari asked the Commission for a preliminary review and then the item would come back to the Commission and review the findings of the Parks Service.

Chair Gray asked what level of detail on the windows would be given to the Parks Service. Mr. Sari stated that the Historic Commission is more detailed oriented than the Parks Service. Commissioner Milan asked what zoning requires of the Historic Commission. Attorney Johnson explained that Planning and Zoning's primary charge is the actual physical zoning, density and use of the property. The use of the property is residential apartments. Chair Gray stated that the fundamental challenge is not the proposed use, but that the Commission does not have a rendering of what it would like relative to retaining the integrity of the interior.

Commissioner Halloway made a motion that there was no objection to the preliminary design of the property and when the design is completed it comes back before the Historic Preservation Commission for official consideration of a Certificate of Appropriateness. Commissioner Coggins seconded the motion. The vote carried unanimously. –**The Vote: All Ayes. (NO OBJECTION)**

LLD-01-18 – JUSTIN MUELLER HAS SUBMITTED A LOCAL LANDMARK REQUEST FOR 57 UNION ST. S PIN 5620-97-2749.

Scott Sherrill introduced the case to the Commission.

Local historic landmark designations are designed to provide protection to historic resources that may or may not be in a local historic district and are authorized by NCGS 160A-400.5. This is the first review in the process and there are two critical documents for review and recommendation: the ordinance and the report. The ordinance is subject to review by the Planning and Zoning Commission in addition to the Historic Preservation Commission, and it includes the following elements:

Ordinance Element	**Staff Recommendation**
Landmark Boundary	Parcels 5620-97-2749
COA Review	Material alterations, restorations, moves, or demolition of: • Site • Building exterior • Portions of the building interior: the bank

	hall, including the decorative columns, decorative coffered ceiling, and marble floors; the lobby for the upper floors of the 5-story section, including the marble stairs, and individual elements such as the stainless steel bank vault door at the rear of the bank hall as set forth in the tax credit application.
No COA For	Ordinary maintenance or repair of any architectural feature in or on the property that does not involve a change of design, material, or outer appearance
Standards for Evaluation	*Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings*

City Council is the final approval authority for the designation ordinance, but both the Historic Preservation Commission and City Council hold a public hearing on the ordinance. The report of the Historic Preservation Commission is subject to review and comment by the State Historic Preservation Office.

Commissioner Milan read Ordinance Section 9.83C sent by Mr. Sherrill and stated that he does not believe the Commission has the inventory of all the properties in the City. Commissioner Milan stated that if the Commission starts down this road the people who are early in the process have a greater chance of getting approval. The Ordinance requires that the Commission prepares the inventory before making any landmark findings. Mr. Sherrill explained that the inventory list seen by the Commission on July 24, 2018 was pulled from HPO website which has all properties that have been surveyed in the City of Concord. The listing broke properties out in terms of those that were on the national registry and contributing structures in a National Registry district (excluding local districts). There were those on the study list. Commissioner Coggins stated that this is what the Commission has to work from. Chair Gray asked has the City of Concord utilized sufficient resources to identify buildings that satisfy the list. Commissioner Milan stated that he does not believe the Commission has done this and what distinguishes the subject building from the others. Commissioner Coggins explained that the applicant applying and doing the work is what distinguishes them. Commissioner Milan stated that the Ordinance states that this is to be done by the Commission and not the owners. Mr. Ashley stated that the district study for the Center City, as well as the book "Historic Architecture of Cabarrus County" has the buildings in their inventory. In terms of application for Landmark designation, it is essentially a zoning overlay, which can be initiated either by the individual property owner or City staff. Chair Gray stated that he understands the surveying work has already been done. Attorney Johnson stated he would concur with Mr. Ashley that an applicant can initiate a landmark designation application. The Ordinance does say the Commission must survey historical districts subject to City resources; however, that is just collecting a list of the City's historical buildings. The documents previously referenced serve as the historical inventory.

Justin Mueller appeared before the Commission. Mr. Mueller explained that he is available to answer any questions the Commission may have. Mr. Mueller stated that it his intention to maintain the building.

Commissioner Ramseur made a motion that the building has historical significance and integrity for landmark designation. Commissioner Floyd seconded the motion. The vote carried unanimously. –**The Vote: All Ayes**

Commissioner Coggins made a motion to recommend advancing the report to the State for further review and to send the Ordinance to the Planning and Zoning Commission for further review. Commissioner Halloway seconded the motion. The vote carried unanimously. –**The Vote: All Ayes. (ADVANCED)**

LLD-02-18 – EVERETT HELMS/NEKCO LLC HAS SUBMITTED A LOCAL LANDMARK REQUEST FOR 30 UNION ST. S PIN 5620-87-9749.

Scott Sherrill introduced the case to the Commission.

Local historic landmark designations are designed to provide protection to historic resources that may or may not be in a local historic district and are authorized by NCGS 160A-400.5. This is the first review in the process and there are two critical documents for review and recommendation: the ordinance and the report. The ordinance is subject to review by the Planning and Zoning Commission in addition to the Historic Preservation Commission, and it includes the following elements:

Ordinance Element	**Staff Recommendation**
Landmark Boundary	Parcels 5620-87-9749
COA Review	Material alterations, restorations, moves, or demolition of: • Site • Building exterior • Portions of the building interior: original pressed-metal ceiling and wood floors refurbished in conjunction with the 2018 rehabilitation
No COA For	Ordinary maintenance or repair of any architectural feature in or on the property that does not involve a change of design, material, or outer appearance
Standards for Evaluation	*Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings*

City Council is the final approval authority for the designation ordinance, but both the Historic Preservation Commission and City Council hold a public hearing on the ordinance. The report of the Historic Preservation Commission is subject to review and comment by the State Historic Preservation Office.

Commissioner Halloway stated that the building looks modern and the windows are new. There were very recent changes to the front and entrances on the side. Chair Gray stated that Ms. Fearnbach's report states that the updates are reasonable for its time. It is a very old building from an architectural point of view, and at one point in time, was Woolworth store. Commissioner Ramseur explained that every retail building up and down Union Street has undergone substantial changes on the street level. Upper levels were maintained or covered up. Commissioner Milan stated that if the subject building is a landmark then all of the buildings could be considered landmarks. The building has been changed substantially. The Consensus of the Commission was the building may not be appropriate for landmark designation. Mr. Sherrill explained that the Commission only has an advisory role in this decision and the City Council has the final say.

Commissioner Halloway made a motion that the preliminary decision of the Commission is 30 Union Street is not worthy of Landmark designation. Commissioner Milan seconded the motion. The vote carried unanimously. –**The Vote: Yays – 3, Nays –1, Abstain – 1. (TABLED)**

Commission Halloway made a motion to table the request until the next Historic Preservation Commission meeting on September 12, 2018. Commissioner Coggins seconded the motion. The vote carried unanimously. –**The Vote: All Ayes.**

ADJOURNMENT:

A motion was made and carried to adjourn the meeting at 8:57 p.m.

_____

Chairman – Dr. Lee Gray

_____

Secretary – Angela Baldwin

DATE: August 8, 2018
SUBJECT:

Certificate of Appropriateness Request:	H-23-18
Applicant:	Sari and Company
Location of subject property:	625 Main St SW
Staff Report prepared by:	Scott Sherrill, Sr. Planner

BACKGROUND:

- The subject property is site of a National Register Site including 10 contributing buildings, and one contributing structure. The site is a local landmark. (Exhibit A)
- Date of construction: 1898-1950
- Industrial mill site.
- Applicant is seeking to convert the structure and site for apartments.

DISCUSSION:

Authority

The Coleman-Franklin-Cannon Mill was granted local landmark status in January 2018 by the City of Concord City Council. The landmark designation encompasses the site, building exteriors of all contributing structures as established in the National Register Nomination for the Coleman-Franklin-Cannon Mill (November 2014), and the building interior of the Coleman-Franklin-Cannon Mill, 1898, 1912, 1950s, 1960s contributing building, East Cotton Warehouse 1902, 1912, 1926 contributing building, and West Cotton Warehouse 1927-1938 contributing building. The designated property may be materially altered, restored, moved, or demolished only following the issuance of a Certificate of Appropriateness by the Concord Historic Preservation commission. For the designated interiors, a COA is required for modifications that impact, affect, or obscure architectural or layout details described in the National Register Nomination for the Coleman-Franklin-Cannon Mill (November 2014) or floor plans included in the landmark report.

Context for Approval

Because of the landmark designation, the Historic Preservation Commission is the first reviewer for this project with a primary focus on the design of the project. There will be a subsequent review by the City of Concord Planning and Zoning Commission, which will address the rezoning request to include the density, traffic impacts, and other land use impacts. A neighborhood meeting will be required in advance of the rezoning hearing. This is also a tax credit project, which means that National Park Service review will be necessary for improvements.

Request

The applicant is seeking to renovate and repurpose the existing mill buildings into 156 apartment units. The applicant has expressed their intent to install new windows to replicate the originals, whose openings have been filled in with masonry. The applicant will leave the existing brick, and carefully clean it. The roof of the Tower on the north side of the main mill building will be repaired/replaced as needed. Existing openings in the exterior walls of the warehouse structures will remain, and new openings for windows and doors will be added as allowed by the National Park Service. New windows will be of a style and material that is acceptable to the National Park Service. The applicants will remove any metal siding that is beyond salvage and replace it with matching material. The metal will be finished as

appropriate to the buildings and in accordance with NPS briefs. Roofs will be repaired and replaced as needed.

The building interiors will strive to leave as much of the existing structure visible either in apartments or in public spaces. The volume of the existing spaces will be apparent from the new interior spaces.

The applicants will not be adding new structures to the site, and the existing railroad siding structure will be renovated and used as an exterior gathering/sitting area.

The parking area will be expanded to provide sufficient parking for the tenants. The site plan reflects 210 spaces. The site plan also reflects the addition of a 25' x 70' pool. At this point, applicant intends to keep contributing buildings, but if they decide to pursue demolition, they will need to return for another COA request.

ATTACHMENTS

Exhibit A: National Register Nomination
Exhibit B: Application for Certificate of Appropriateness
Exhibit C: Site Plan
Exhibit D: Existing Floor Plan
Exhibit E: Applicant Photographs of Existing Structures
Exhibit F: Applicant Fenestration Simulation
Exhibit G: Applicant Photographs of Other Projects (Interior)
Exhibit H: Applicant's Proposed Floor Plan
Exhibit I: Preservation Brief 18 and Interpreting the Standards Bulletins

HISTORIC HANDBOOK DESIGN RECOMMENDATIONS:

See attached Appendix A from the Historic District Handbook, consisting of the Secretary of the Interior's Standards for Rehabilitation.

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.

The Secretary of the Interior's Standards for the Treatment of Historic Properties, initially developed in 1975 and revised in 1983 and 1992, are intended to be applied to a wide variety of resource types, including buildings, sites, structures, objects and districts. The Standards are not codified as program regulations and may be used as a guide by anyone planning work on historic properties.

TREATMENTS

There are Standards for four distinct, but interrelated, approaches to the treatment of historic properties – Preservation, Rehabilitation, Restoration, and Reconstruction. **Preservation** focuses on the maintenance and repair of existing historic materials and retention of a property's form as it has evolved over time. (Protection and Stabilization have now been consolidated under this treatment.) **Rehabilitation** acknowledges the need to alter or add to a historic property to meet continuing or changing uses while retaining the property's historic character. **Restoration** is undertaken to depict a property at a particular period of time in its history, while removing evidence of other periods. **Reconstruction** re-creates vanished or non-surviving portions of a property for interpretive purposes.

In summary, the simplification and sharpened focus of these revised sets of treatment Standards is intended to assist users in making sound historic preservation decisions. Choosing an appropriate treatment for a historic property, whether preservation, rehabilitation, restoration, or reconstruction is critical. This choice always depends on a variety of factors, including the property's historical significance, physical condition, proposed use, and intended interpretation.

REHABILITATION

Rehabilitation is defined as the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values.

STANDARDS FOR REHABILITATION

1. **A property shall be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.**

2. **The historic character of a property shall be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property shall be avoided.**

3. **Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, shall not be undertaken.**

4. **Changes to a property that have acquired historic significance in their own right shall be retained and preserved.**

5. **Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.**

6. **Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and where possible, materials. Replacement of missing features shall be substantiated by documentary and physical evidence.**

7. **Chemical or physical treatments, if appropriate, shall be undertaken using the gentlest means possible. Treatments that cause damage to historic materials shall not be used.**

8. **Archeological resources shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.**

9. **New additions, exterior alterations, or related new construction shall not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and shall be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.**

10. **New additions and adjacent or related new construction shall be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.**

REHABILITATION AS A TREATMENT

When repair and replacement of deteriorated features are necessary; when alterations or additions to the property are planned for a new or continued use; and when its depiction at a particular period of time is not appropriate, Rehabilitation may be considered as a treatment. Prior to undertaking work, a documentation plan for Rehabilitation should be developed.

PRESERVATION

Preservation is defined as the act or process of applying measures necessary to sustain the existing form, integrity, and materials of a historic property. Work, including preliminary measures to protect and stabilize the property, generally focuses upon the ongoing maintenance and repair of historic materials and features rather than extensive replacement and new construction. New exterior additions are not within scope of this treatment; however, the limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate within a preservation project.

STANDARDS FOR PRESERVATION

1. **A property shall be used as it was historically, or be given a new use that maximizes the retention of distinctive materials, features, spaces, and spatial relationships. Where a**

BUILDING EXTERIOR

Masonry: Brick, stone, terra cotta, concrete, adobe, stucco and mortar

Masonry features (such as brick cornices and door pediments, stone window architraves, terra cotta brackets and railings) as well as masonry surfaces (modeling, tooling, bonding patterns, joint size, and color) may be important in defining the historic character of the building. It should be noted that masonry is among the most susceptible to damage by improper maintenance or repair techniques and by harsh or abrasive cleaning methods. Most preservation guidance on masonry thus focuses on such concerns as cleaning and the process of repointing.

Recommended	*Not Recommended*
Identifying, retaining, and preserving masonry features that are important in defining the overall historic character of the building such as walls, brackets, railings, cornices, window architraves, door pediments, steps, and columns; and joint and unit size, tooling and bonding patterns, coatings, and color.	Removing or radically changing masonry features which are important in defining the overall historic character of the building so that , as a result, the character is diminished. Replacing or rebuilding a major portion of the exterior masonry walls that could be repaired so that, as a result, the building is no longer historic and is essentially new construction. Applying paint or other coatings such as stucco to masonry that has been historically unpainted or uncoated to create a new appearance. Removing paint from historically painted masonry. Radically changing the type of paint or coating or its color.
Protecting and maintaining masonry by providing proper drainage so that water does not stand on flat, horizontal surfaces or accumulate in curved decorative features.	Failing to evaluate and treat the various causes of mortar joint deterioration such as leaking roofs or gutters, differential settlement of the building, capillary action, or extreme weather exposure.
Cleaning masonry only when necessary to halt deterioration or remove heavy soiling.	Cleaning masonry surfaces when they are not heavily soiled to create a new appearance, thus needlessly introducing chemicals or moisture into historic materials.
Carrying out masonry surface cleaning tests after it has been determined that such cleaning is necessary. Tests should be observed over a sufficient period of time so that both the immediate effects and the long range effects are known to enable selection of the gentlest method possible.	Cleaning masonry surfaces without testing or without sufficient time for testing to be of value.

Masonry (continued) *Recommended*	***Not Recommended***
Cleaning masonry surfaces with the gentlest method possible, such as low pressure water and detergents, using natural bristle brushes.	Sandblasting brick or stone surfaces using dry or wet grit or other abrasives. These methods of cleaning permanently erode the surface of the material and accelerate deterioration. Using a cleaning method that involves water or liquid chemical solutions when there is any possibility of freezing temperatures. Cleaning with chemical products that will damage masonry, such as using acid on limestone or marble, or leaving chemicals on masonry surfaces. Applying high pressure water cleaning methods that will damage historic masonry and the mortar.
Inspecting painted masonry surfaces to determine whether repainting is necessary.	Removing paint that is firmly adhering to, and thus protecting masonry surfaces.
Removing damaged or deteriorated paint only to the next sound layer using the gentlest method possible (e.g. handscraping) prior to repainting.	Using methods of removing paint which are destructive to masonry, such as sandblasting, application of caustic solutions, or high pressure waterblasting.
Applying compatible paint coating systems following proper surface preparation.	Failing to follow manufacturers' product and application instructions when repainting masonry.
Repainting with colors that are historically appropriate to the building and the district.	Using new paint colors that are inappropriate to the historic building and district.
Evaluating the overall condition of the masonry to determine whether more than protection and maintenance are required, that is, if repairs to the masonry fence will be necessary.	Failing to undertake adequate measures to assure the preservation of masonry features.
Repairing masonry walls and other masonry features by repointing the mortar joints where there is evidence of deterioration such as disintegrating mortar, cracks in mortar joints, loose bricks, damp walls, or damaged plaster work.	Removing nondeteriorated mortar from sound joints, then repointing the entire building to achieve a uniform appearance.
Removing deteriorated mortar by carefully hand-raking the joints to avoid damaging the masonry.	Using electric saws and hammers rather than hand tools to remove deteriorated mortar from joints prior to repointing.

Masonry (continued)	
Recommended	***Not Recommended***
Duplicating old mortar in strength, composition, color, and texture.	Repointing with mortar of high portland cement content (unless it is the content of the historic mortar). This can often create a bond that is stronger than the historic material and can cause damage as a result of the differing coefficient of expansion and the differing porosity of the material and the mortar. Repointing with a synthetic caulking compound. Using a "scrub" coating technique to repoint instead of traditional repointing methods.
Duplicating old mortar joints in width and in joint profile.	Changing a width or joint profile when repointing.
Repairing stucco by removing the damaged material and patching with new stucco that duplicated the old in strength, composition, color, and texture.	Removing sound stucco; or repairing with new stucco that is stronger than the historic material or does not convey the same visual appearance.
Using mud plaster as a surface coating over unfired, unstabilized adobe because the mud plaster will bond to the adobe.	Applying cement stucco to unfired, unstabilized adobe. Because the cement stucco will not bond properly, moisture can become entrapped between materials, resulting in accelerate deterioration of the adobe.
Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods. Repair may also include the limited replacement in kind – or with compatible substitute material of those extensively deteriorated or missing parts of masonry features when there are surviving prototypes such as terra-cotta brackets or stone balusters.	Replacing an entire masonry feature such as a cornice or balustrade when repair of the masonry and limited replacement of deteriorated or missing parts are appropriate. Using a substitute material for the replacement part does not convey the visual appearance of the surviving parts of the masonry feature or that is physically or chemically incompatible.
Applying new or non-historic surface treatment such as water-repellent coatings to masonry only after repointing and only if masonry repairs have failed to arrest water penetration problem.	Applying waterproof, water-repellant, or non-historic coatings such as stucco to masonry as a substitute for repointing and masonry repairs. Coatings are frequently unnecessary, expensive, and may change the appearance of historic masonry as well as accelerated its deterioration.

Masonry (continued) ***Recommended***	***Not Recommended***
Replacing in kind an entire masonry feature that is too deteriorated to repair – if the overall form and detailing are still evident – using the physical evidence to guide the new work. Examples can include large sections of a wall, a cornice, balustrade, column, or stairway. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.	Removing a masonry feature that is unrepairable and not replacing it; or replacing it with new feature that does not convey the same visual appearance.
Design for Missing Historic Features **Designing and installing a new masonry feature such as steps or a door pediment when the historic feature is completely missing. It may be an accurate restoration using historical, pictorial, and physical documentation; or be a new design that is compatible with the size, scale, material, and color of the historic building.**	Creating a false historical appearance because the replaced masonry feature is based on insufficient historical, pictorial, and physical documentation. Introducing a new masonry feature that is incompatible in size, scale, material, and color.

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Wood: Clapboard, weatherboard, shingles, and other wooden siding and decorative element
Because it can be easily shaped by sawing, planing, carving, and gouging, wood is the most commonly used material for architectural features such as clapboards, cornices, brackets, entablatures, shutters, columns and balustrades. These wooden features – both functional and decorative – may be important in defining the historic character of the building and thus their retention, protection, and repair are of particular importance in rehabilitation projects.

Recommended	***Not Recommended***
Identifying, retaining, and preserving wood features that are important in defining the overall historic character of the building such as siding, cornices, brackets, window architraves, and doorway pediments; and their paints, finishes, and colors.	Removing or radically changing wood features which are important in defining the overall character of the building so that, as a result, the character is diminished. Removing a major portion of the historic wood instead of repairing or replacing only the deteriorated wood, then reconstructing the facade with new material in order to achieve a uniform or "improved" appearance.

Wood (continued)	
Recommended	***Not Recommended***
	Radically changing type of finish or its color or accent scheme so that the historic character of the exterior is diminished.
	Stripping historically painted surfaces to bare wood, then applying clear finishes or stains in order to create a "natural look."
	Stripping paint or varnish to bare wood rather than repairing or reapplying a special finish, i.e., a grained finish to an exterior wood feature such as a front door.
Protecting and maintaining wood features by providing proper drainage so that water is not allowed to stand on flat, horizontal surfaces or accumulate in decorative features.	Failing to identify, evaluate, and treat the causes of wood deterioration, including faulty flashing, leaking gutters, cracks and holes in siding, deteriorated caulking in joints and seams, plant material growing too close to wood surfaces, or insect or fungus infestation.
Applying chemical preservatives to wood features such as beam ends or outriggers that are exposed to decay hazards and are traditionally unpainted.	Using chemical preservatives such as creosote which can change the appearance of wood features unless they were used historically.
Retaining coatings such as paint that help protect the wood from moisture and ultraviolet light. Paint removal should be considered only where there is paint surface deterioration and as part of an overall maintenance program which involves repainting or applying other appropriate protective coatings.	Stripping paint or other coatings to reveal bare wood, thus exposing historically coated surfaces to the effects of accelerated weathering.
Inspecting painted wood surfaces to determine whether repainting is necessary or if cleaning is all that is required.	Removing paint that is firmly adhering to, and thus, protecting wood surfaces.
Removing damaged or deteriorated paint to the next sound layer using the gentlest method possible (handscraping and handsanding), then repainting.	Using destructive paint removal methods such as a propane or butane torches, sandblasting or waterblasting. These methods can irreversibly damage historic woodwork.
Using with care electric hot-air guns on decorative wood features and electric heat plates on flat wood surfaces when paint is so deteriorated that total removal is necessary prior to repainting.	Using thermal devices improperly so that the historic woodwork is scorched.
Using chemical strippers primarily to supplement other methods such as handscraping, handsanding	Failing to neutralize the wood thoroughly after using chemicals so that new paint does not adhere.

and the above-recommended thermal devices. Detachable wooden elements such as shutters, doors, and columns may – with the proper safeguards be chemically dip-stripped.	Allowing detachable wood features to soak too long in a caustic solution so that the wood grain is raised and the surface roughened.
Applying compatible paint coating systems following proper surface preparation.	Failing to follow manufacturers' product and application instructions when repainting exterior woodwork.
Repainting with colors that are appropriate to the historic building and district.	Using new colors that are inappropriate to the historic building or district.
Evaluating the overall condition of the wood to determine whether more than protection and maintenance are required, that is, if repairs to wood features will be necessary.	Failing to undertake adequate measures to assure the preservation of wood features.
Repairing wood features by patching, piecing-in, consolidating, or otherwise reinforcing the wood using recognized preservation methods. Repair may also include the limited replacement in kind or with compatible substitute material of those extensively deteriorated or missing parts of features where there are surviving prototypes such as brackets, moldings, or sections of siding.	Replacing an entire wood feature such as a cornice or wall when repair of the wood and limited replacement of deteriorated or missing parts are appropriate. Using substitute materials for the replacement part that does not convey the visual appearance of the surviving parts of the wood feature or that is physically or chemically incompatible.
Replacing in kind an entire wood feature that is too deteriorated to repair if the overall form and detailing are still evident – using the physical evidence to guide the new work. Example of wood features include a cornice, entablataure or balustrade. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.	Removing an entire wood feature that is unrepairable and not replacing it; or replacing it with a new feature that does not convey the same visual appearance.
Design for Missing Historic Features	
Designing and installing a new wood feature such as cornice or a doorway when the historic feature is completely missing. It may be an accurate restoration using historical, pictorial, and physical documentation; or be a new design that is compatible with the size, scale, material, and color of the historic building.	Creating a false historical appearance because the replaced wood feature is based on insufficient historical, pictorial, and physical documentation. Introducing a new wood feature that is incompatible in size, scale, material, and color.

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Architectural Metals: Cast iron, steel, pressed tin, copper, aluminum, and zinc.
Architectural metal features – such as cast-iron facades, porches, and steps; sheet metal cornices, roofs, roof cresting and storefronts; and cast or rolled metal doors, window sash, entablatures, and hardware – are often highly decorative and may be important in defining the overall historic character of the building. Their retention, protection, and repair should be a prime consideration in rehabilitation projects.

Recommended	*Not Recommended*
Identifying, retaining, and preserving architectural metal features such as columns, capitals, window hoods, or stairways that are important in defining the overall historic character of the building; and their finishes and colors.	Removing or radically changing architectural metal features which are important in defining the overall character of the building so that, as a result, the character is diminished. Removing a major portion of the historic architectural metal instead of repairing or replacing only the deteriorated metal, then reconstructing the facade with new material in order to achieve a uniform or "improved" appearance. Radically changing the type of finish or its historic color or accent scheme.
Protecting and maintaining architectural metals by providing proper drainage so that water does not stand on flat, horizontal surfaces or accumulate in curved decorative features.	Failing to identify, evaluate, and treat the causes of corrosion, such as moisture from leaking roofs or gutters. Placing incompatible metals together without providing a reliable separation material. Such incompatibility can result in galvanic corrosion of the noble metal, e.g. copper will corrode cast iron, steel, tin, and aluminum.
Cleaning architectural metals, when necessary, to remove corrosion prior to repainting or applying other appropriate protective coatings.	Exposing metals which were intended to be protected from the environment. Applying paint or other coatings to metals such as copper, bronze, or stainless steel that were meant to be exposed.
Identifying the particular type of metal prior to any cleaning procedure and then testing to assure that the gentlest cleaning method possible is selected or determining that cleaning is inappropriate for the particular metal.	Using cleaning methods which alter or damage the historic color, texture, and finish of the metal. Removing the patina of historic metal. The patina may be a protective coating on some metals, such as bronze or copper, as well as a significant historic finish.

Architectural Metals (continued)	
Recommended	***Not Recommended***
Cleaning soft metals such as lead, tin, copper, terneplate, and zinc with appropriate chemical methods because their finishes can be easily abraded by blasting methods.	Cleaning soft metals such as lead, tin, copper, terneplate, and zinc with grit blasting which will abrade the surface of the metal.
Using the gentlest cleaning methods for cast iron, wrought iron, and steel – hard metals – in order to remove paint build up and corrosion. If handscraping and wire brushing have proven ineffective, low pressure dry grit blasting may be used as long as it does not abrade or damage the surface.	Failing to employ gentler methods prior to abrasively cleaning cast iron, wrought iron or steel; or using high pressure grit blasting.
Applying appropriate paint or other coating systems after cleaning in order to decrease the corrosion rate of metals or alloys.	Failing to re-apply protective coating systems to metals or alloys that require them after cleaning so that accelerated corrosion occurs.
Repainting with colors that are appropriate to the historic building or district.	Using new colors that are inappropriate to the historic building or district.
Applying an appropriate protective coating such as lacquer to an architectural metal such as a bronze door which is subject to heavy pedestrian use.	Failing to assess pedestrian use or new access patterns so that architectural metal features are subject to damage by use or inappropriate maintenance such as salting adjacent sidewalks.
Evaluating the overall condition of the architectural metals to determine whether more than protection and maintenance are required, that is, if repairs to the features will be necessary.	Failing to undertake adequate measures to assure the preservation of architectural metal features.
Repairing architectural metal features by patching, splicing, or otherwise reinforcing the metal using recognized preservation methods. Repair may also include the limited replacement in kind – or with compatible substitute material – of those extensively deteriorated or missing parts of features where there are surviving prototypes such as porch balusters, column capitals or bases, or porch cresting.	Replacing an entire architectural metal feature such as a column or a balustrade when repair of the metal and limited replacement of deteriorated or missing parts are appropriate. Using a substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the architectural metal feature or that is physically or chemically incompatible.

Architectural Metals (continued)	
Recommended	***Not Recommended***
Replacing in kind an entire architectural metal feature that is too deteriorated to repair – if the overall form and detailing are still evident – using the physical evidence to guide the new work. Examples could include cast iron porch steps or steel sash windows. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.	Removing an architectural metal feature that is unrepairable and not replacing it; or replacing it with a new architectural metal feature that does not covey the same visual appearance.
Design for Missing Historic Features	
Designing and installing a new architectural metal feature such a sheet metal cornice or a cast iron capital when the historic feature is completely missing. It may be an accurate restoration using historical, pictorial, and physical documentation; or be a new design that is compatible with the size, scale, material, and color of the historic building	Creating a false historical appearance because the replaced architectural metal feature is based on insufficient historical, pictorial, and physical documentation. Introducing a new architectural metal feature that is incompatible in size, scale, material, and color.

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Roofs

The roof – with its shape; such as cresting, dormers, cupolas, and chimneys; and the size, color, and patterning of the roofing material- can be extremely important in defining the building's overall historic character. In addition to the design role it plays, a weather tight roof is essential to the preservation of the entire structure; thus, protecting and repairing the roof as a "cover" is a critical aspect of every rehabilitation project.

Recommended	***Not Recommended***
Identifying, retaining, and preserving roofs- and their functional and decorative features- that are important in defining the overall historic character of the building. This includes the roofs' shape, such as hipped, gambrel, and mansard; decorative features such as cupolas, cresting, chimneys, and weathervanes; and roofing material such as slate, wood, clay tile, and metal, as well as its color, and patterning.	Radically changing, damaging, or destroying roofs which are important in defining the overall historic character of the building so that, as a result, the character is diminished. Removing a major portion of the roof or roofing material that is repairable, then reconstructing it with new material in order to create a uniform, or "improved" appearance.

Roof (continued)	
Recommended	***Not Recommended***
	Changing the configuration of a roof by adding new features such as dormer windows, vents, or skylights so that the historic character is diminished.
	Stripping the roof of sound historic material such as slate, clay tile, wood, and architectural metal.
	Applying paint or other coatings to roofing material which has been historically uncoated.
Protecting and maintaining a roof by cleaning the gutters and downspouts and replacing deteriorated flashing. Roof sheathing should also be checked for proper venting to prevent moisture condensation; and to insure that materials are free from insect infestation.	Failing to clean and maintain gutters and downspouts properly so that water and debris collect and cause damage to roof fasteners, sheathing, and underlying structure.
Providing adequate anchorage for roofing material to guard against wind damage and moisture penetration.	Allowing roof fasteners, such as nails and clips to corrode so that roofing material is subject to accelerated deterioration.
Protecting a leaking roof with plywood and building paper until it can be properly repaired.	Permitting a leaking roof to remain unprotected so that accelerated deterioration of historic building materials- masonry, wood, plaster, paint and structural members – occurs.
Repairing a roof by reinforcing the historic materials which comprise roof features. Repairs will also generally include the limited replacement in kind – or with compatible substitute material – of those extensively deteriorated or missing parts of features when there are surviving prototyes such as cupola louvers, dentils, dormer roofing; or slates, tiles, or wood shingles on a main roof.	Replacing an entire roof feature such as a cupola or dormer when repair of the historic materials and limited replacement of deteriorated or missing parts are appropriate.
	Using a substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the roof or that is physically or chemically incompatible.
Replacing in kind an entire feature of the roof that is too deteriorated to repair- if the overall form and detailing are still evident – using the physical evidence to guide the new work. Examples can include a large section of roofing, or a dormer or chimney. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.	Removing a feature of the roof that is unrepairable, such as a chimney or dormer, and not replacing it; or replacing it with a new feature that does not convey the same visual appearance.

Roof (continued)	
Recommended	***Not Recommended***
Design for Missing Historic Features	
Designing and constructing a new feature when the historic feature is completely missing, such as a chimney or cupola. It may be an accurate restoration using historical, pictorial, and physical documentation or be a new design that is compatible with the size, scale, material and color of the historical building.	Creating a false historical appearance because the replaced feature is based on insufficient historical, pictorial, and physical documentation. Introducing a new roof feature that is incompatible in size, scale, material, and color.
Alterations/Additions for the New Use	
Installing mechanical and service equipment on the roof such as air conditioning, transformers, or solar collectors when required for the new use so that they are inconspicuous from the public right-of-way and do not damage or obscure character-defining features.	Installing mechanical or service equipment so that it damages or obscures character-defining features; or is conspicuous from the public right of way.
Designing additions to roofs such as residential, office, or storage spaces; elevator housing; decks and terraces; or dormers or skylights when required by the new use so that they are inconspicuous from the public right-of-way and do not damage or obscure character-defining features.	Radically changing a character-defining roof shape or damaging or destroying character-defining roofing material as a result of incompatible design or improper installation techniques.

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Windows

A highly decorative window with an unusual shape, or glazing pattern, or color is most likely identified immediately as a character-defining feature of the building. It is far more difficult, however, to assess the importance of repeated windows on a facade, particularly if they are individually simple in design and material, such as the large, multi-paned sash of many industrial buildings. Because rehabilitation projects frequently include proposals to replace window sash or even entire windows to improve thermal efficiency or to create a new appearance, it is essential that their contribution to the overall historic character of the building be assessed together with their physical condition before specific repair or replacement work is taken.

Recommended	*Not Recommended*
Identifying, retaining, and preserving windows- and their functional and decorative features – that are important in defining the overall historic character of the building. Such features can include frames, sash, muntins, glazing, sills, heads, hoodmolds, panelled or decorated jambs and moldings, and interior and exterior shutters and blinds.	Removing or radically changing windows which are important in defining the overall historic character of the building so that, as a result, the character is diminished. Changing the number, location, size or glazing pattern of windows, through cutting new openings, blocking-in windows, and installing replacement sash which does not fit the historic window opening. Changing the historic appearance of windows through the use of inappropriate designs, materials, finishes, or colors which radically change the sash, depth of reveal, and muntin configuration; the reflectivity and color of the glazing; or the appearance of the frame. Obscuring historic window trim with metal or other material. Stripping windows of historic material such as wood, iron, cast iron, and bronze.
Protecting and maintaining the wood and architectural metal which comprise the window frame, sash, muntins, and surrounds through appropriate surface treatments such as cleaning, rust removal, limited paint removal, and re-application of protective coating systems.	Failing to provide adequate protection of materials on a cyclical basis so that deterioration of the window results.
Making windows weathertight by recaulking and replacing or installing weatherstripping. These actions also improve thermal efficiency.	Retrofitting or replacing windows rather than maintaining the sash, frame, and glazing.
Evaluating the overall condition of materials to determine whether more than protection and maintenance are required, i.e. if repairs to windows and window features will be required.	Failing to undertake adequate measures to assure the preservation of historic windows.

Windows (continued)	
Recommended	***Not Recommended***
Repairing window frames and sash by patching, splicing, consolidating or otherwise reinforcing. Such repair may also include replacement in kind of those parts that are either extensively deteriorated or missing when there are surviving prototypes such as architraves, hoodmolds, sash, sills and interior or exterior shutters and blinds.	Replacing an entire window when repair of materials and limited replacement of deteriorated or missing parts are appropriate. Failing to reuse serviceable window hardware such as brass lifts and sash locks. Using a substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the window or that is physically or chemically incompatible.
Replacing in kind an entire window that is too deteriorated to repair – if the overall form and detailing are still evident – using the physical evidence to guide the new work. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.	Removing a character-defining window that is unrepairable and blocking it in; or replacing it with a new window that does not convey the same visual appearance.
Design for Missing Historic Features	
Designing and installing new windows when the historic windows (frame, sash and glazing) are completely missing. The replacement windows may be an accurate restoration using historical, pictorial, and physical documentation; or be a new design that is compatible with the new window openings and the historic character of the building.	Creating a false historical appearance because the replaced window is based on insufficient historical, pictorial, and physical documentation. Introducing a new design that is incompatible with the historic character of the building.
Alterations/Additions for the New Use	
Designing and installing additional windows on rear and on other-non character defining elevations if required by the new use. New windows openings may also be cut into exposed party walls. Such design should be compatible with the overall design of the building, but not duplicate the fenestration pattern and detailing of a character-defining elevation.	Installing new windows, including frames, sash, and muntin configuration that are incompatible with the building's historic appearance or obscure, damage, or destroy character-defining features.

Windows (continued)	
Recommended	***Not Recommended***
Providing a setback in the design of dropped ceilings when they are required for the new use to allow for the full height of the window openings.	Inserting new floors or furred-down ceilings which cut across the glazed areas of windows so that the exterior form and appearance of the windows are changed.

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Entrances and Porches

Entrances and porches are quite often the focus of historic buildings, particularly when they occur on primary elevations. Together with their functional and decorative features such as doors, steps, balustrades, pilasters, and entablatures, they can be extremely important in defining the overall historic character of a building. Their retention, protection, and repair should always be carefully considered when planning rehabilitation work.

Recommended	***Not Recommended***
Identifying, retaining, and preserving entrances – and their functional and decorative features – that are important in defining the overall historic character of the building such as doors, fanlights, sidelights, pilasters, entablatures, columns, balustrades, and stairs.	Removing or radically changing entrances or porches which are important in defining the overall historic character of the building so that, as a result, the character is diminished. Stripping entrances and porches of historic material such as wood, iron, cast iron, terra cotta, tile and brick. Removing an entrance or porch because the building has been reoriented to accommodate a new use. Cutting new entrances on a primary elevation. Altering utilitarian or service entrances so they appear to be formal entrances by adding panelled doors, fanlights, and sidelights.
Protecting and maintaining the masonry, wood, and architectural metal that comprise entrances and porches through appropriate surface treatments such as cleaning, rust removal, limited paint removal, and re-application of protective coating systems.	Failing to provide adequate protection to materials on a cyclical basis so that deterioration of entrances and porches results.

Entrances and Porches (continued)	
Recommended	***Not Recommended***
Evaluating the overall condition of materials to determine whether more than protection and maintenance are required, that is, if repairs to entrance and porch features will be necessary.	Failing to undertake adequate measures to assure the preservation of historic entrances and porches.
Repairing entrances and porches by reinforcing the historic materials. Repair will also generally include the limited replacement in kind – or with compatible substitute material – of those extensively deteriorated or missing parts of repeated features where there are surviving prototypes such as balustrades, cornices, entablatures, columns, sidelights, and stairs.	Replacing an entire entrance or porch when the repair of materials and limited replacement of parts are appropriate. Using a substitute material for the replacement parts that does not convey the visual appearance of the surviving parts of the entrance and porch or that is physically or chemically incompatible.
Replacing in kind an entire entrance or porch that is too deteriorated to repair – if the overall form and detailing are still evident – using the physical evidence to guide the new work. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.	Removing an entrance or porch that is unrepairable and not replacing it; or replacing it with a new entrance or porch that does not convey the same visual appearance.
Design for Missing Historic Features	
Designing and constructing a new entrance or porch if the historic entrance or porch is completely missing. It may be a restoration based on historical, pictorial, and physical documentation; or be a new design that is compatible with the historic character of the building.	Creating a false historical appearance because the replaced entrance or porch is based on insufficient historical, pictorial, and physical documentation. Introducing a new design that is incompatible with the historic character of the building.
Alterations/Additions for the New Use	
Designing enclosures for historic porches when required by the new use in a manner that preserves the historic character of the building. This can include using large sheets of glass and recessing the enclosure wall behind existing scrollwork, posts, and balustrades.	Enclosing porches in a manner that results in a diminution or loss of historic character such as using solid materials such as wood, stucco, or masonry.

Entrances and Porches (continued)	
Recommended	***Not Recommended***
Designing and installing additional entrances or porches when required for the new use in a manner that preserves the historic character of the building, i.e., limiting such alteration to non-character-defining elevations.	Installing secondary service entrances and porches that are incompatible in size and scale with the historic building or obscure, damage, or destroy character-defining features.

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Storefronts

Storefronts are quite often the focus of historic commercial buildings and can thus be extremely important in defining the overall historic character. Because storefronts also play a crucial role in a store's advertising and merchandising strategy to draw customers and increase business, they area often altered to meet the needs a new business. Particular care is required in planning and accomplishing work on storefronts so that the building's historic character is preserved in the process of rehabilitation.

Recommended	***Not Recommended***
Identifying, retaining, and preserving storefronts – and their functional and decorative features – that are important in defining the overall historic character of the building such as display windows, signs, doors, transoms, kick plates, corner posts, and entablatures.	Removing or radically changing storefronts – and their features – which are important in defining the overall historic character of the building so that, as a result, the character is diminished. Changing the storefront so that it appears residential rather than commercial in character. Removing historic material from the storefront to create a recessed arcade. Introducing coach lanterns, mansard overhangings, wood shakes, nonoperable shutters, and small-paned windows if they cannot be documented historically. Changing the location of a storefront's main entrance.
Protecting and maintaining masonry, wood, and architectural metals which comprise storefronts through appropriate treatments such as cleaning, rust removal, limited paint removal, and reapplication of protective coating systems.	Failing to provide adequate protection to materials on a cyclical basis so that deterioration of storefront features result.

Storefronts (continued)	
Recommended	***Not Recommended***
Protecting storefronts against arson and vandalism before work begins by boarding up windows and installing alarm systems that are keyed into local protection agencies.	Permitting entry into the building through unsecured or broken windows and doors so that interior features and finishes are damaged through exposure to weather or through vandalism.
	Stripping storefronts of historic material such as wood, cast iron, terra cotta, carrara glass, and brick.
Evaluating the overall condition of storefront materials to determine whether more than protection and maintenance are required, that is, if repairs to features will be necessary.	Failing to undertake adequate measures to assure the preservation of the historic storefront.
Repairing storefronts by reinforcing the historic materials. Repairs will also generally include the limited replacement in kind – of those extensively deteriorated or missing parts of storefronts where there are surviving prototypes such as transoms, kick plates, pilasters, or signs.	Replacing an entire storefront when repair of materials and limited replacement of its parts are appropriate.
	Using substitute material for the replacement parts that does not convey it with a new storefront or that is physically or chemically incompatible.
Replacing in kind an entire storefront that is too deteriorated to repair – if the overall form and detailing are still evident – using the physical evidence to guide the new work. If using the same material is not technically or economically feasible, then compatible substitute materials may be considered.	Removing a storefront that is unrepairable and not replacing it; or replacing it with a new storefront that does not convey the same visual appearance.
Design for Missing Historic Features	
Designing and constructing a new storefront when the historic storefront is completely missing. It may be a restoration based on historical, pictorial, and physical documentation; or be a new design that is compatible with the size, scale, material, and color of the historic building. Such new design should generally be flush with the facade; and the treatment of secondary design elements, such as awnings or signs, kept as simple as possible. For example, new signs should fit flush with the existing features of the facade, such as the fascia board or cornice.	Creating a false historical appearance because the replaced storefront is based on insufficient historical, pictorial, and physical documentation. Introducing a new design that is incompatible in size, scale, material, and color. Using new illuminated signs; inappropriately scaled signs and logos; signs that project over the sidewalk unless they were a characteristic feature of the historic building; or other types of signs that obscure, damage, or destroy remaining character-defining features of the historic building.

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BUILDING INTERIOR

Structural System

If features of the structural system are exposed such as load bearing brick walls, cast iron columns, roof trusses, post and beams, vigas, or stone foundation walls, they may be important in defining the building's overall historic character. Unexposed-defining or an entire structural system may nonetheless be significant in the history of building technology; therefore, the structural system should always be examined and evaluated early in the project planning stage to determine both its physical condition and its importance to the building's historic character or historical significance. See also Health and Safety Code Requirements.

Recommended	*Not Recommended*
Identifying, retaining, and preserving structural systems- and individual features of systems that are important in defining the overall historic character of the building, such as post and beam systems, trusses, summer beams, vigas, cast iron columns, above grade stone foundation walls, or loadbearing brick or stone walls.	Removing, covering, or radically changing features of structural systems which are important in defining the overall historic character of the building so that, as a result, the character is diminished. Putting a new use into the building which could overload the existing structural system, or installing equipment or mechanical systems which could damage the structure. Demolishing a loadbearing masonry wall that could be augmented and retained and replacing it with a new wall (i.e. brick or stone), using the historic masonry only as an exterior veneer. Leaving known structural problems untreated such as deflection of beams, cracking and bowing of walls, or racking of structural members.
Protecting and maintaining the structural system by cleaning the roof gutters and downspouts; replacing roof flashing; keeping masonry, wood, and architectural metals in a sound condition, and assuring that structural members are free from insect infestation. Examining and evaluating the physical condition of the structural system and its individual features using non-destructive techniques such as x-ray photography.	Utilizing treatments or products that accelerate the deterioration of structural material such as introducing urea-formaldehyde foam insulation into frame walls. Failing to provide proper building maintenance on a cyclical basis so that deterioration of the structural system results. Utilizing destructive probing techniques that will damage or destroy structural material.

Structural System (continued)	
Recommended	***Not Recommended***
Repairing the structural systems by augmenting or upgrading individual parts or features. For example, weakened structural members such as floor framing can be spliced, braced, or otherwise supplemented and reinforced.	Upgrading the building structurally in a manner that diminishes the historic character of the exterior, such as installing strapping channels or removing a decorative cornice; or damages interior features or spaces. Replacing a structural member or other feature of the structural system when it could be augmented and retained.
Replacing in kind-or with substitute material-those portions or features of the structural system that are either extensively deteriorated or are missing when there are surviving prototypes such as cast iron columns, roof rafters or trusses, or sections of loadbearing walls. Substitute material should convey the same form, design, and overall visual appearance as the historic features; and, at a minimum, be equal to its loadbearing capabilities.	Installing a replacement feature that does not convey the same visual appearance, e.g., replacing an exposed wood summer beam with a steel beam. Using substitute material that does not equal the loadbearing capabilities of the historic material and design or is otherwise physically or chemically incompatible.
Alterations/Additions for the New Use	
Limiting any new excavations adjacent to historic foundations to avoid undermining the structural stability of the building or adjacent historic buildings.	Carrying out excavations or regrading adjacent to or within a historic building which could cause the historic foundation to settle, shift, or fail; or could have a similar effect on adjacent historic buildings.
Correcting structural deficiencies in preparation for the new use in a manner that preserves the structural system and individual character-defining features.	Radically changing interior spaces or damaging or destroying features or finishes that are character defining while trying to correct structural deficiencies in preparation for the new use.
Designing and installing new mechanical or electrical systems when required for the new use which minimize the number of cutouts or holes in structural members.	Installing new mechanical and electrical systems or equipment in a manner which results in numerous cuts, splices, or alterations to the structural members.
Adding a new floor when required for the new use if such an alteration does not damage or destroy the structural system or obscure, damage, or destroy character-defining spaces, features, or finishes.	Inserting a new floor when such a radical change damages a structural system or obscures or destroys interior spaces, features, or finishes.

Structural System (continued) ***Recommended***	***Not Recommended***
	Inserting new floors or furred-down ceilings which cut across the glazed areas of windows so that the exterior form and appearance of the windows are radically changed.
Creating an atrium or a light well to provide natural light when required for the new use in a manner that assures the preservation of the structural system as well as character-defining interior spaces, features, and finishes.	Damaging the structural system or individual features; or radically changing, damaging, or destroying character-defining interior spaces, features, or finishes in order to create an atrium or a light well.

The aforementioned work is highlighted in bold to indicate that it represents the particularly complex technical or design aspects of rehabilitation projects and should only be considered after the preservation concerns listed above have been addressed.

Interior: Spaces, Features, and Finishes
An interior floor plan, the arrangement of spaces, and built in features and applied finishes may be individually or collectively important in defining the historic character of the building. Thus, their identification, retention, protection, and repair should be given prime consideration in every rehabilitation project and caution exercised in pursuing any plan that would radically change character-defining spaces or obscure, damage or destroy interior features or finishes.

Recommended	***Not Recommended***
Interior Spaces	
Identifying, retaining, and preserving a floor plan or interior spaces that are important in defining the overall historic character of the building. This includes the size, configuration, proportion, and relationship of rooms and corridors; the relationship of features to spaces; and the spaces themselves such as lobbies, reception halls, entrance halls, double parlors, theaters, auditoriums, and important industrial or commercial use spaces.	Radically changing a floor plan or interior spaces-including individual rooms-which are important in defining the overall historic character of the building so that, as a result, the character is diminished. Altering the floor plan by demolishing principal walls and partitions to create a new appearance. Altering or destroying interior spaces by inserting floors, cutting through floors, lowering ceilings, or adding or removing walls. Relocating an interior feature such as a staircase so that the historic relationship between features and space is altered.

Interior Features and Finishes (continued) ***Recommended***	***Not Recommended***
Interior Features and Finishes	
Identifying, retaining, and preserving interior features and finishes that are important in defining the overall historic character of the building, including columns, cornices, baseboards, fireplaces and mantles, paneling, light fixtures, hardware, and flooring; and wallpaper, plaster, paint, and finishes such as stenciling, marbling, and graining; and other decorative materials that accent interior features and provide color, texture, and patterning to walls, floors, and ceilings.	Removing or radically changing features and finishes which are important in defining the overall historic character of the building so that, as a result, the character is diminished. Installing new decorative material that obscures or damages character-defining interior features or finishes. Removing paint, plaster, or other finishes from historically finished surfaces to create a new appearance (e.g. removing plaster to expose masonry surfaces such as brick walls or a chimney piece). Applying paint, plaster, or other finishes to surfaces that have been historically unfinished to create a new appearance. Stripping historically painted wood surfaces to bare wood, then applying clear finishes or stains to create a "natural look." Stripping paint to bare wood rather than repairing or reapplying grained or marbled finishes to features such as doors and paneling. Radically changing the type of finish or its color, such as painting a previously varnished wood feature.
Protecting and maintaining masonry, wood, and architectural metals which comprise interior features through appropriate surface treatments such as cleaning, rust removal, limited paint removal, and reapplication of protective coating systems.	Failing to provide adequate protection to materials on a cyclical basis so that deterioration of interior features results.
Protecting interior features and finishes against arson and vandalism before project work begins, erecting protective fencing, boarding-up windows, and installing fire alarm systems that are keyed to local protection agencies.	Permitting entry into historic buildings through unsecured or broken windows and doors so that interior features and finishes are damaged by exposure to weather or through vandalism.

Interior Features and Finishes (continued)	
Recommended	***Not Recommended***
	Stripping interiors of features such as woodwork, doors, windows, light fixtures, copper piping, radiators; or of decorative materials.
Protecting interior features such as a staircase, mantel, or decorative finishes and wall coverings against damage during project work by covering them with heavy canvas or plastic sheets.	Failing to provide proper protection of interior features and finishes during work so that they are gouged, scratched, dented, or otherwise damaged.
Installing protective coverings in areas of heavy pedestrian traffic to protect historic features such as wall coverings, parquet flooring and panelling.	Failing to take new use patterns into consideration so that interior features and finishes are damaged.
Removing damaged or deteriorated paints and finishes to the next sound layer using the gentlest method possible, then repainting or refinishing using compatible paint or other coating systems.	Using destructive methods such as propane or butane torches or sanblasting to remove paint or other coatings. These methods can irreversibly damage the historic materials that comprise interior features.
Repainting with colors that are appropriate to the historic building.	Using new paint colors that are inappropriate to the historic building.
Limiting abrasive cleaning methods to certain industrial or warehouse buildings where the interior masonry or plaster features do not have distinguishing design, detail, tooling, or finishes; and where wood features are not finished, molded, beaded, or worked by hand. Abrasive cleaning should only be considered after other, gentler methods have been proven ineffective.	Changing the texture and patina of character-defining features through sandblasting or using other abrasive methods to remove paint, discoloration or plaster. This includes both exposed wood (including structural members) and masonry.
Evaluating the overall condition of materials to determine whether more than protection and maintenance are required, that is, if repairs to interior features and finishes will be necessary.	Failing to undertake adequate measures to assure the preservation of interior features and finishes.
Repairing interior features and finishes by reinforcing the historic materials. Repair will also generally include the limited replacement in kind – or with compatible substitute material – of those extensively deteriorated or missing parts of repeated features when there are surviving prototypes such as stairs, balustrades, wood panelling, columns; or decorative wall coverings or ornamental tin or plaster ceilings.	Replacing an entire interior feature such as a staircase, panelled wall, parquet floor, or cornice; or finish such as a decorative wall covering or ceiling when repair of materials and limited replacement of such parts are appropriate. Using a substitute material for the replacement part that does not convey the visual appearance of the surviving parts or portions of the interior feature or finish or that is physically or chemically incompatible.

Interior Features and Finishes (continued)	
Recommended	***Not Recommended***
Replacing in kind an entire interior feature or finish that is too deteriorated to repair – if the overall form and detailing are still evident – using the physical evidence to guide the new work. Examples could include wainscoting, a tin ceiling, or interior stairs. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.	Removing a character defining feature or finish that is unrepairable and not replacing it; or replacing it with a new feature or finish that does not convey the same visual appearance.
Design for Missing Historic Features	
Designing and installing a new interior feature or finish if the historic feature or finish is completely missing. This could include missing partitions, stairs, elevators, lighting fixtures, and wall coverings; or even entire rooms if all historic spaces, features, and finishes are missing or have been destroyed by inappropriate "renovations." The design may be a restoration based on historical, pictorial, and physical documentation; or be a new design that is compatible with the historic character of the building, district, or neighborhood.	Creating a false historical appearance because the replaced feature is based on insufficient physical, historical, and pictorial documentation or on information derived from another building. Introducing a new interior feature or finish that is incompatible with the scale, design, materials, color, and texture of the surviving interior features and finishes.
Alterations/ Additions for the New Use	
Accommodating service functions such as bathrooms, mechanical equipment, and office machines required by the building's new use in secondary spaces such as first floor service areas or on upper floors.	Dividing rooms, lowering ceilings, and damaging or obscuring character-defining features such as fireplaces, niches, stairways or alcoves, so that a new use can be accommodated in the building.
Reusing decorative materials or features that have had to be removed during the rehabilitation work including wall and baseboard trim, door moulding, panelled doors, and simple wainscoting; and relocating such material or features in areas appropriate to their historic placement.	Discarding historic material when it can be reused within the rehabilitation project or relocating it in historically inappropriate areas.
Installing permanent partitions in secondary spaces; removable partitions that do not destroy the sense of space should be installed when the new use requires the subdivision of character defining interior spaces.	Installing permanent partitions that damage or obscure character-defining spaces, features, or finishes.

Interior Features and Finishes (continued)	
Recommended	***Not Recommended***
Enclosing an interior stairway where required by code so that its character is retained. In many cases, glazed fire-rated walls may be used.	Enclosing an interior stairway with fire-rated construction so that the stairwell space or any character-defining features are destroyed.
Placing new code-required stairways or elevators in secondary and service areas of the historic building.	Radically changing, damaging, or destroying character-defining spaces, features, or finishes when adding new code-required stairways and elevators.
Creating an atrium or a light well to provide natural light when required for the new use in a manner that preserves character-defining interior spaces, features, and finishes as well as the structural systems.	Destroying character-defining interior spaces, features, or finishes; or damaging the structural system in order to create an atrium or light well.
Adding a new floor if required for the new use in a manner that preserves character-defining structural features, and interior spaces, features, and finishes.	Inserting a new floor within a building that alters or destroys the fenestration; radically changes a character-defining interior space; or obscures, damages, or destroys decorative detailing.

The aforementioned work is highlighted in bold to indicate that it represents the particularly complex technical or design aspects of rehabilitation projects and should only be considered after the preservation concerns listed above have been addressed.

Mechanical Systems; Heating, Air Conditioning, Electrical, and Plumbing

The visible feature of historic heating, lighting, air conditioning and plumbing systems may sometimes help define the overall historic character of the building and should thus be retained and repaired, whenever possible. The systems themselves (the compressors, boilers, generators, and their ductwork, wiring and pipes) will generally either need to be upgraded, augmented, or entirely replaced in order to accommodate the new use and to meet code requirements. Less frequently, individual portions of a system or an entire system are significant in the history of building technology; therefore, the identification of character-defining features or historically significant systems should take place together with an evaluation of their physical condition early in project planning.

Recommended	***Not Recommended***
Identifying, retaining, and preserving visible features of early mechanical systems that are important in defining the overall historic character of the building, such as radiators, vents, fans, grilles, plumbing fixtures, switchplates, and lights.	Removing or radically changing features of mechanical systems that are important in defining the overall historic character of the building so that, as a result, the character is diminished.

Mechanical Systems (continued)	
Recommended	***Not Recommended***
Protecting and maintaining mechanical, plumbing, and electrical systems and their features through cyclical cleaning and other appropriate measures.	Failing to provide adequate protection of materials on a cyclical basis so that deterioration of mechanical systems and their visible features results.
Preventing accelerated deterioration of mechanical systems by providing adequate ventilation of attics, crawlspaces, and cellars so that moisture problems are avoided.	Enclosing mechanical systems in areas that are not adequately ventilated so that deterioration of the systems results.
Repairing mechanical systems by augmenting or upgrading system parts, such as installing new pipes and ducts; rewiring; or adding new compressors or boilers.	Replacing a mechanical system or its functional parts when it could be upgraded and retained.
Replacing in kind – or with compatible substitute material – those visible features of mechanical systems that are either extensively deteriorated or are missing when there are surviving prototypes such as ceiling fans, switchplates, radiators, grilles, or plumbing fixtures.	Installing a replacement feature that does not convey the same visual appearance.
Alteration/Additions for the New Use	
Installing a completely new mechanical system if required for the new use so that it causes the least alteration possible to the building's floor plan, the exterior elevations, and the least damage to historic building material.	Installing a new mechanical system so that character-defining structural or interior features are radically changed, damaged, or destroyed.
Installing the vertical runs of ducts, pipes, and cables in closets, service rooms, and wall cavities.	Installing vertical runs of ducts, pipes, and cables in places where they will obscure character – defining features.
	Concealing mechanical equipment in walls or ceilings in a manner that requires the removal of historic building material.
	Installing "dropped" acoustical ceilings to hide mechanical equipment when this destroys the proportions of character –defining interior spaces.
Installing air conditioning units if required by the new use in such a manner that the historic materials and features are not damaged or obscured.	Cutting through features such as masonry wall in order to install air conditioning units.

Mechanical Systems (continued)	
Recommended	***Not Recommended***
Installing heating/air conditioning units in the window frames in such a manner that the sash and frames are protected. Window installations should be considered only when all other heating/cooling systems would result in significant damage to historic materials.	Radically changing the appearance of the historic building or damaging or destroying windows by installing heating/air conditioning units in historic window frames.

The aforementioned work is highlighted in bold to indicate that it represents the particularly complex technical or design aspects of rehabilitation projects and should only be considered after the preservation concerns listed above have been addressed.

BUILDING SITE

The relationship between a historic building or buildings features within a property's boundaries – or building site – helps to define the historic character and should be considered an integral part of overall planning for rehabilitation project work.

Recommended	***Not Recommended***
Identifying, retaining, and preserving buildings and their features as well as features of the site that are important in defining its overall historic character. Site features can include driveways, walkways, lighting, fencing, signs, benches, fountains, wells, terraces, canal systems, plants and trees, berms, and drainage or irrigation ditches; and archeological features that are important in defining the history of the site.	Removing or radically changing buildings and their features or site features which are important in defining the overall historic character of the building site so that, as a result, the character is diminished.
Retaining the historic relationship between buildings, landscape features, and open space.	Removing or relocating historic buildings or landscape features, thus destroying the historic relationship between buildings, landscape features, and open space. Removing or relocating historic buildings on a site or in a complex of related historic structures – such as a mill complex or farm – thus diminishing the historic character of the site or complex. Moving buildings onto the site, thus creating a false historical appearance.

Building Site (continued)	
Recommended	***Not Recommended***
	Lowering the grade level adjacent to a building to permit development of a formerly below-grade area such as a basement in a manner that would drastically change the historic relationship of the building to its site.
Protecting and maintaining buildings and the site by providing proper drainage to assure that water does not erode foundation walls; drain toward the building; nor erode the historic landscape.	Failing to maintain site drainage so that buildings and site features are damaged or destroyed; or, alternatively, changing the site grading so that water no longer drains properly.
Minimizing disturbance of terrain around buildings or elsewhere on the site, thus reducing the possibility of destroying unknown archeological materials.	Introducing heavy machinery or equipment into areas where their presence may disturb archeological materials.
Surveying areas where major terrain alteration is likely to impact important archeological sites.	Failing to survey the building site prior to the beginning of rehabilitation project work so that, as a result, important archeological material is destroyed.
Protecting, e.g. preserving in place known archeological material whenever possible.	Leaving known archeological material unprotected and subject to vandalism, looting and destruction by natural elements, such as erosion.
Planting and carrying out any necessary investigation using professional archeologists and modern archeological methods when preservation in place is not feasible.	Permitting unqualified project personnel to perform data recovery so that improper methodology results in the loss of important archeological material.
Protecting the building and other features of the site against arson and vandalism before rehabilitation work begins, i.e., erecting protective fencing and installing alarm systems that are keyed into local protection agencies.	Permitting buildings and site features to remain unprotected so that plant materials, fencing, walkways, archeological features, etc. are damaged or destroyed. Stripping features from buildings and the site such as wood siding, iron fencing, masonry balustrades; or removing or destroying landscape features, including plant material.

Building Site (continued)	
Recommended	***Not Recommended***
Providing continued protection of masonry, wood, and architectural metals which comprise building and site features through appropriate surface treatments such as cleaning, rust removal, limited paint removal, and re-application of protective coating systems; and continued protection and maintenance of landscape features, including plant material.	Failing to provide adequate protection of materials on a cyclical basis so that deterioration of building and site features results.
Evaluating the overall condition of materials to determine whether more than protection and maintenance are required, that is, if repairs to building and site features will be necessary.	Failing to undertake adequate measures to assure the preservation of building and site features.
Repairing features of buildings and the site by reinforcing the historic materials. Repair will also generally include replacement in kind – with a compatible substitute material – of those extensively deteriorated or missing parts of features where there are surviving prototypes such as fencing and paving.	Replacing an entire feature of the building or site such as a fence, walkway, or driveway when repair of materials and limited replacement of deteriorated or missing parts are appropriate. Using a substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the building or site feature or that is physically or chemically incompatible.
Replacing in kind an entire feature of the building or site that is too deteriorated to repair – if the overall form and detailing are still evident – using the physical evidence to guide the new work. This could include an entrance or porch, walkway, or fountain. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.	Removing a feature of the building or site that is unrepairable and not replacing it; or replacing it with a new feature that does not convey the same visual appearance.
Design for Missing Historic Features	
Designing and constructing a new feature of a building or site when the historic feature is completely missing, such as an outbuilding, terrace, or driveway. It may be based on historical, pictorial, and physical documentation; or be a new design that is compatible with the historic character of the building and site.	Creating a false historical appearance because the replaced feature is based on insufficient historical, pictorial, and physical documentation. 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.

Building Site (continued)	
Recommended	***Not Recommended***
Alterations/Additions for the New Use	
Designing new on site parking, loading docks, or ramps when required by the new use so that they are as unobtrusive as possible and assure the preservation of character-defining features of the site.	Placing parking facilities directly adjacent to historic buildings where automobiles may cause damage to the buildings or landscape features or be intrusive to the building site.
Designing new exterior additions to historic buildings or adjacent new construction which is compatible with the historic character of the site and which preserve the historic relationship between a building or buildings, landscape features, and open space.	Introducing new construction onto the building site which is visually incompatible in terms of size, scale, design, materials, color and texture or which destroys historic relationships on the site.
Removing nonsignificant buildings, additions, or site features which detract from the historic character of the site.	Removing a historic building in a complex, a building feature, or a site feature which is important in defining the historic character of the site.

The aforementioned work is highlighted in bold to indicate that it represents the particularly complex technical or design aspects of rehabilitation projects and should only be considered after the preservation concerns listed above have been addressed.

DISTRICT NEIGHBORHOOD

The relationship between historic buildings, and streetscape and landscape features within a historic district or neighborhood helps to define the historic character and therefore should always be a part of the rehabilitation plans.

Recommended	***Not Recommended***
Identifying, retaining, and preserving buildings, and streetscape, and landscape features which are important in defining the overall historic character of the district or neighborhood. Such features can include streets, alleys, paving, walkways, streetlights, signs, benches, parks and gardens, and trees.	Removing or radically changing those features of the district or neighborhood which are important in defining the overall historic character so that, as a result, the character is diminished.
Retaining the historic relationship between buildings, and streetscape and landscape features such as town square comprised of row houses and stores surrounding a communal park or open space.	Destroying streetscape and landscape features by widening existing streets, changing paving material, or introducing inappropriately located new streets or parking lots.

District Neighborhood (continued) ***Recommended***	***Not Recommended***
	Removing or relocating historic buildings, or features of the streetscape and landscape, thus destroying the historic relationship between buildings, features, and open space.
Protecting and maintaining the historic masonry, wood, and architectural metals which comprise building and streetscape features, through appropriate surface treatments such as cleaning, rust removal, limited paint removal, and reapplication of protective coating systems, and protecting and maintaining landscape features, including plant material.	Failing to provide adequate protection of materials on a cyclical basis so that deterioration of building, streetscape, and landscape features results.
Protecting buildings, paving, iron fencing, etc. against arson and vandalism before rehabilitation work begins by erecting protective fencing and installing alarm systems that are keyed into local protection agencies.	Permitting buildings to remain unprotected so that windows are broken; and interior features are damaged. Stripping features from buildings or the streetscape such as wood siding, iron fencing, or terra cotta balusters; or removing or destroying landscape features, including plant material.
Evaluating the overall condition of building, streetscape and landscape materials to determine whether more than protection and maintenance are required, that is, if repairs to features will be necessary.	Failing to undertake adequate measures to assure the preservation of building, streetscape, and landscape features.
Repairing features of the building, streetscape, or landscape by reinforcing the historic materials. Repair will also generally include the replacement in kind – or with a compatible substitute material – of those extensively deteriorated or missing parts or features when there are surviving prototypes such as porch balustrades, paving materials, or streetlight standards. **Replacing** in kind an entire feature of the building, streetscape, or landscape that is too deteriorated to repair – when the overall form and detailing are still evident – using the physical evidence to guide the new work. This could include a storefront, a walkway, or a garden. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.	Replacing an entire feature of the building, streetscape, or landscape such as a porch, walkway, or streetlight, when repair of materials and limited replacement of deteriorated or missing parts are appropriate. Using a substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the building, streetscape, or landscape feature or that is physically or chemically incompatible. Removing a feature of the building, streetscape, or landscape that is unrepairable and not replacing it; or replacing it with a new feature that does not convey the same visual appearance.

District Neighborhood (continued)	
Recommended	***Not Recommended***
Design for Missing Historic Features	
Designing and constructing a new feature of the building, streetscape or landscape when the historic feature is completely missing, such as row house steps, a porch, streetlight, or terrace. It may be a restoration based on historical, pictorial, and physical documentation; or be a new design that is compatible with the historic character of the district or neighborhood.	Creating a false historical appearance because the replaced feature is based on insufficient historical, pictorial, and physical documentation. Introducing a new building, streetscape or landscape feature that is out or scale or otherwise inappropriate to the setting's historic character, e.g. replacing picket fencing with chain link fencing.
Alterations/Additions for the New Use	
Designing required new parking so that it is as unobtrusive as possible, i.e., on side streets or at the rear of buildings. "Shared" parking should also be planned so that several businesses can utilize one parking area as opposed to introducing random, multiple lots.	Placing parking facilities directly adjacent to historic buildings which cause the removal of historic plantings, relocation of paths and walkways, or blocking of alleys.
Designing and constructing new additions to historic buildings when required by the new use. New work should be compatible with the historic character of the district or neighborhood in terms of size, scale, design, material, color and texture.	Introducing new construction into historic districts that is visually incompatible or that destroys historic relationships within the district or neighborhood.
Removing nonsignificant buildings, additions, or streetscape and landscape features which detract from the historic character of the district or the neighborhood.	Removing a historic building, building feature, or landscape or streetscape feature that is important in defining the overall historic character of the district or the neighborhood.

The aforementioned work is highlighted in bold to indicate that it represents the particularly complex technical or design aspects of rehabilitation projects and should only be considered after the preservation concerns listed above have been addressed.

Although the work in these sections is quite often an important aspect of rehabilitation projects, it is usually *not part* of the overall process of preserving character-defining features (maintenance, repair, replacement); rather, such work is assessed for its potential negative impact on the building's historic character. For this reason, particular care must be taken not to obscure, radically change, damage, or destroy character-defining features in the process of rehabilitation work to meet new use requirements.

HEALTH AND SAFETY CODE REQUIREMENTS

As a part of the new use, it is often necessary to make modifications to a historic building so that it can comply with current health, safety and code requirements. Such work needs to be carefully planned and undertaken so that it does not result in a loss of character-defining spaces, features, and finishes.

Recommended	***Not Recommended***
Identifying the historic building's character-defining spaces, features, and finishes so that code required work will not result in their damage or loss.	Undertaking code-required alterations to a building or site before identifying those spaces, features, or finishes which are character-defining and must therefore be preserved.
Complying with health and safety code, including seismic codes and barrier-free access requirements, in such a manner that character-defining spaces, features, and finishes are preserved.	Altering, damaging, or destroying character-defining spaces, features, and finishes while making modifications to a building or site to comply with safety codes.
Working with local code officials to investigate alternative life safety measures or variances available under some codes so that alterations and additions to historic buildings can be avoided.	Making changes to historic buildings without first seeking alternatives to code requirements.
Providing barrier-free access through removable or portable, rather than permanent, ramps.	Installing permanent ramps that damage or diminish character-defining features.
Providing seismic reinforcement to a historic building in a manner that avoids damaging the structural system and character-defining features.	Reinforcing a historic building using measures that damage or destroy character-defining structural and other features.
Upgrading historic stairways and elevators to meet health and safety codes in a manner that assures their preservation, i.e. so that they are not damaged or obscured.	Damaging or obscuring historic stairways and elevators or altering adjacent spaces in the process of doing work to meet code requirements.
Installing sensitively designed fire suppressions systems, such as a sprinkler system for wood frame mill buildings, instead of applying fire-resistant sheathing to character-defining features.	Covering character-defining wood features with fire-resistant sheathing which results in altering their visual appearance.
Applying fire–retardant coatings, such as intumescent paints, which expand during fire to add thermal protection to steel.	Using fire-retardant coatings if they damage or obscure character-defining features.
Adding a new stairway or elevator to meet health and safety codes in a manner that preserves adjacent character-defining features and space.	Radically changing, damaging, or destroying character-defining spaces, features, or finishes when adding a new code required stairway or elevator.

Health and Safety Code Requirements (continued)	
Recommended	***Not Recommended***
Placing a code-required stairway or elevator that cannot be accommodated within the historic building in a new exterior addition. Such an addition should be located at the rear of the building or an inconspicuous side; and its size and scale limited in relationship to the historic building.	Constructing a new addition to accommodate code-required stairs and elevators on character-defining elevations highly visible from the street; or where it obscures, damages or destroys character-defining features.

ENERGY RETROFITTING

Some character-defining features of a historic building or site such as cupolas, shutters, transoms, skylights, sun rooms, porches, and plantings also play a secondary energy conserving role. Therefore, prior to retrofitting historic buildings to make them more energy efficient, the first step should always be to identify and evaluate the existing historic features to assess their inherent energy conserving potential. If it is determined that retrofitting measures are necessary, then such work needs to be carried out with particular care to insure that the building's historic character is preserved in the process of rehabilitation.

Recommended	***Not Recommended***
District/Neighborhood	
Maintaining those existing landscape features which moderate the effects of the climate on the setting such as deciduous trees, evergreen wind-blocks, and lakes or ponds.	Stripping the setting of landscape features and landforms so that the effects of the wind, rain, and the sun result in accelerated deterioration of historic materials.
Building Site	
Retaining plant materials, trees, and landscape features, especially those which perform passive solar energy functions, such as sun shading and wind breaks.	Removing plant materials, trees, and landscape features, so that they no longer perform passive solar energy functions.
Installing freestanding solar collectors in a manner that preserves the historic property's character-defining features.	Installing freestanding solar collectors that obscure, damage, or destroy historic landscape or archeological features.
Designing attached solar collectors, including solar greenhouses, so that the character-defining features of the property are preserved.	Locating solar collectors where they radically change the property's appearance; or damage or destroy character-defining features.

Energy Retrofitting (continued)	
Recommended	***Not Recommended***
Masonry/Wood/Architectural Metals	
Installing thermal insulation in attics and in unheated cellars and crawlspaces to increase the efficiency of the existing mechanical systems.	Applying urea of formaldehyde foam or any other thermal insulation with a water content into wall cavities in an attempt to reduce energy consumption.
Installing insulating material on the inside of masonry walls to increase energy efficiency where there is no character-defining interior moulding around the window or other interior architectural detailing.	Resurfacing historic building materials with more energy efficient but incompatible materials, such as covering historic masonry with exterior insulation.
Installing passive solar devices such as a glazed "trombe" wall on a rear or inconspicuous side of the historic building.	Installing passive solar devices such as an attached glazed "trombe" wall on primary or other highly visible elevations; or where historic material must be removed or obscured.
Roofs	
Placing solar collectors on non-character-defining roofs or roofs of non-historic-adjacent buildings.	Placing solar collectors on roofs when such collectors change the historic roofline or obscure the relationship of the roof to character-defining roof features, such as dormers, skylights, and chimneys.
Windows	
Utilizing the inherent energy conserving features of a building by maintaining windows and louvered blinds in good operable condition for natural ventilation.	Removing historic shading devices rather than keeping them in an operable condition.
Improving thermal efficiency with weather-stripping, storm windows, caulking, interior shades, and, if historically appropriate, blinds and awnings.	Replacing historic multi-paned sash with new thermal sash utilizing false muntins.
Installing interior storm windows with airtight gaskets, ventilating holes, and/or removable clips to insure proper maintenance and to avoid condensation damage to historic windows.	Installing interior storm windows that allow moisture to accumulate and damage the window.
Installing exterior storm windows which do not damage or obscure the windows and frames.	Installing new exterior storm windows which are inappropriate in size or color and which are inoperable.

Energy Retrofitting (continued) ***Recommended***	***Not Recommended***
	Replacing windows or transoms with fixed thermal glazing or permitting windows and transoms to remain inoperable rather than utilizing them for their energy conserving potential.
Considering the use of lightly tinted glazing on non-character defining elevations if other energy retrofitting alternatives are not possible.	Using tinted or reflective glazing on character-defining or other conspicuous elevations.
Entrances and Porches	
Utilizing the inherent energy conserving features of a building by maintaining porches, and double vestibule entrances in good condition so that they can retain heat or block the sun and provide natural ventilation.	Enclosing porches located on character-defining elevations to create passive solar collectors on airlock vestibules. Such enclosures can destroy the historic appearance of the building.
Interior Features	
Retaining historic interior shutters and transoms for their inherent energy conserving features.	Removing historic interior features which plat a secondary energy conserving role.
New Additions to Historic Buildings	
Placing new additions that have an energy conserving function, such as a solar greenhouse on non-character-defining elevations.	Installing new additions, such as multistory solar greenhouses additions, which obscure, damage, destroy character-defining features.
Mechanical Systems	
Installing thermal insulation in attics and in unheated cellars and crawlspaces to conserve energy.	Apply urea formaldehyde foam or any other thermal insulation with a water content or that may collect moisture into wall cavities

NEW ADDITIONS TO HISTORIC BUILDINGS

An attached exterior addition to a historic building expands its "outer limits" to create a new profile. Because such expansion has the capacity to radically change the historic appearance, an exterior addition should be considered only after it has been determined that the new use cannot be successfully met by altering non-character-defining *interior* spaces. If the new use cannot be this way, then an attached exterior addition is usually an acceptable alternative. New additions should be designed and constructed so that the character-defining features of the historic building are not radically changed, obscured, damaged, or destroyed in the process of rehabilitation. New design should always be clearly differentiated so that the addition does not appear to be part of the historic resources.

Recommended	***Not Recommended***
Placing functions and services required for the new use in non-character-defining interior spaces rather than installing a new addition.	Expanding the size of the historic building by constructing a new addition when the new use could be met by altering non-character-defining interior spaces.
Constructing a new addition so that there is the least possible loss of historic materials and so that character-defining features are not obscured, damaged, or destroyed.	Attaching a new addition so that the character-defining features of the historic building are obscured, damaged, or destroyed.
Locating the attached exterior addition at the rear or on an inconspicuous side of a historic building; and limiting its size and scale in relationship to the historic building.	Designing a new addition so that its size and scale in relation to the historic building are out of proportion, thus diminishing the historic character.
Designing new additions in a manner that makes clear what is historic and what is new.	Duplicating the exact form, material, style, and detailing of the historic building in the new addition so that the new work appears to be part of the historic building. Imitating a historic style or period of architecture in new additions, especially for contemporary uses such as drive-in banks or garages.
Considering the attached exterior addition both in terms of the new use and the appearance of other buildings in the historic district or neighborhood. Design for the new work may be contemporary or may reference design motifs from the historic building. In either case, it should always be clearly differentiated from the historic building and be compatible in terms of mass, materials, relationship of solids to voids, and color.	Designing and constructing new additions that result in the diminution or loss of the historic character of the resource, including its design, materials, workmanship, location, or setting. Using the same wall plane, roof line, cornice height, materials, siding lap or window type to make additions appear to be a part of the historic building.
Placing new additions such as balconies and greenhouses on non-character-defining elevations and limiting the size and scale in relationship to the historic building.	Designing new additions such as multistory greenhouse additions that obscure, damage, or destroy character-defining features of the historic building.

New Additions to Historic Buildings (continued)	
Recommended	***Not Recommended***
Designing additional stories, when required for the new use, that are set back from the wall plane and are as inconspicuous as possible when viewed from the street.	Constructing additional stories so that the historic appearance of the building is radically changed.

Section 7. Narrative Description

Setting

Located about two miles southwest of downtown Concord's central commercial district, Coleman-Franklin-Cannon Mill stands near the north end of a 10.14-acre tax parcel bounded by Main Street SW to the west, Office Drive SW to the north, and the Norfolk Southern Railroad tracks to the east. South of the mill's west end, a Duke Power Company electrical substation occupies a separate 1.17-acre lot adjacent to the mill parcel's southwest boundary. The substation tract is wooded, as is the mill lot's southern portion, which includes a square water treatment tank. Burris Court SW forms a portion of the mill tax parcel's southwest edge. The parcel's short south end terminates at the right-of-way for a section of Highway 601 that has been known as Warren C. Coleman Boulevard South since 2001.

The Coleman-Franklin-Cannon Mill National Register boundary comprises the north 6.6 acres of the 10.14-acre tax parcel. The nominated area encompasses ten contributing buildings and one contributing structure erected from 1898 through 1950. The wooded acreage and the water treatment tank at the tax parcel's south end have been excluded. The area west of the railroad and north and west of the mill complex contains residences that once served as mill employee housing. On the railroad's east side, commercial and industrial buildings line Wilshire Court south of the city-owned Rutherford Cemetery's 16.7-acre parcel, much of which is wooded.

Short gravel drives on Main Street SW's east side provide access to gravel parking areas west of the mill and warehouses as well as the concrete-paved driveway that wraps around the buildings. The two-story-on-basement heavy-timber-frame and brick mill erected in 1898 and more than doubled in size in 1912 faces north. The site's gently sloping topography, which decreases in elevation to the south, allows the basement to be partially above grade.

A concrete driveway separates the mill from two one-story, corrugated-metal-sheathed, multi-section, early-twentieth-century cotton warehouses to the north. The driveway is approximately forty feet north of the mill but is at the same grade as the mill's first floor and primary entrances, resulting in a steep drop in elevation between the driveway and the mill. Steel-pipe guard rails thus line the driveway's south edge. A concrete bridge with a steel-pipe railing extends from the driveway to the 1898 stair tower's entrance.

A paved concrete parking area spans the almost forty-foot distance between the two cotton warehouses. At the parking area's north end, a corrugated-metal flat-roofed canopy supported by square steel posts covers the steel stairs with steel-pipe railings that lead to two one-story, hip-roofed, weatherboarded buildings, historically the mill office and a hose house. These buildings are most easily accessed from Office Drive. A formed-concrete retaining wall ameliorates the elevation change between the buildings on the hill and the parking area and warehouses.

Exhibit A

A flat-roofed frame canopy supported by round steel posts covers the wood loading dock that spans the east cotton warehouse's east elevation and projects to the south on the railroad's west side. At the dock's south end, a formed-concrete wall extends south and terminates at a flat-roofed brick storage building. West of the storage building, a shed-roofed corrugated-metal-sheathed garage, a shed-roofed German-sided pump house, and a flat-roofed brick pump house stand near the 1898 mill's southeast corner. A pyramidal-hip-roofed weatherboarded hose house is adjacent to the 1912 addition's south elevation close to its west end.

Coleman-Franklin-Cannon Mill, 1898, 1912, 1950s, 1960s, Contributing Building

Coleman Manufacturing Company's two-story-on-basement 1898 mill, now the plant's east section, is fourteen bays wide (114 feet in the east-west direction) and nine bays deep (80.5 feet in the north-south direction). At the 1898 mill's northeast corner, north of its smokestack, Coleman Manufacturing Company erected a one-story-on-basement addition encompassing a second-floor cotton picker room and a first-floor machine shop by March 1902 in order to qualify for fire insurance. In 1912, Franklin Cotton Mills hired the prominent contracting firm T. C. Thompson and Brothers, based in Charlotte, N. C., and Birmingham, Alabama, to expand the picker room and machine shop with a second story, construct a cotton warehouse to the north, and build a 200-foot-wide by 80.5-foot-deep two-story-on-basement addition on the 1898 mill's west end.[1] Cannon Mills updated the plant as needed through the mid-1960s, erecting restroom and elevator towers, HVAC equipment rooms and platforms, and loading docks on the north and south elevations and installing humidification and HVAC systems in the mill.

Builder Adolphus Henry Propst, brick maker and mason Rufus A. Brown, and their crews undertook the 1898 mill's construction.[2] The heavy-timber-frame edifice features brick walls executed in five-to-one common bond with segmental-arched window openings and a very low-pitched gable roof with projecting rafter ends that create deep eaves. Slightly projecting belt courses encircle the building at the top of each story. The north elevation's foundation has been parged with concrete.

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[1] Fire insurance providers required the picker room to be moved from the mill to an adjacent building to minimize fire risk. The 1912 renovations included the installation of electric motors in place of the steam engine that originally powered the mill. Sanborn Map Company, "Concord," March 1902, sheet 5; T. C. Thompson and Brothers, correspondence with Franklin Cotton Mills, and Lockwood, Greene, and Company Engineers, "Appraisal of Franklin Cotton Mills, Inc., Concord, N. C.," October 20, 1926, p. 8, Box 183, Cannon Mills Records, 1836-1983, Rubenstein Library, Duke University; Allen Edward Burgess, "Tar Heel Blacks and the New South Dream: The Coleman Manufacturing Company, 1896-1904," Duke University, Ph. D. dissertation, 1977, p. 366.

[2] U. S. Census, Population Schedule, 1900; "The Coleman Factory," *Daily Concord Standard*, October 13, 1897, December 14, 1897, December 16, 1897, and February 7, 1898.

The three-stage entrance and stair tower that projects from the façade (north elevation) originally included a recessed double-leaf door surmounted by an arched multipane transom and a corbelled brick hood. The transom has been infilled with brick and a double-leaf steel door with four panes in each leaf's upper section installed almost flush with the façade. The tower's mansard-roofed fourth stage has been removed. The tower's upper level, lit by dormer windows, contained a 10,000-gallon water tank that supplied the building's sprinkler system.

Large, double-hung, twelve-over-twelve, wood-sash windows illuminated the 1898 mill, including the stair tower. Cannon Mills installed steel-frame windows in some locations in conjunction with plant updates and in the 1960s enclosed the majority of the building's window openings with brick to facilitate air conditioning installation. Steel doors secure most exterior door openings in compliance with fire code. A tall brick freight elevator tower rises at the north elevation's east end.

Nine windows initially pierced the upper floor of the 1898 mill's east elevation, while only three windows punctuated the north end of the first floor and basement due to the projecting L-shaped, flat-roofed, one-story-on-basement wing containing the boiler and mechanical rooms that originally extended from the east elevation. The tapered, square, ninety-foot-tall smokestack that stood north of the boiler house is still intact, but Cannon Mills demolished the boiler house after installing the 1960s HVAC system. Other modifications on the 1898 mill's east side include the construction at the southeast corner (above the mechanical room) of a narrow, second-story, mid-twentieth-century addition with a stepped-parapet east wall.

The 1902/1912 one-story-on-basement addition at the 1898 mill's northeast corner is three bays wide and four bays deep. The north elevation's parapet is stepped, while the taller, flat, south parapet has been replaced. A steel I-beam and steel rods connect the addition to the east warehouse's south elevation. It appears that the resulting structural tension damaged the upper northwest corner of the 1902/1912 addition, as the brick had been replaced at that location. Three square, wood-frame, twelve-pane windows with round-arched surrounds remain on the north wall's upper level. Three large, rectangular, steel-frame windows with operable central sections pierce the west elevation's second story. The round-arched basement windows on all four walls and the windows on the east and south elevations' upper levels have been infilled with brick. On the east elevation, steel pipe railings secure the steel steps and steel landing that provide access to the single-leaf paneled wood door that, along with plywood paneling, fills a large opening in the wall. A metal-shed-roofed frame canopy supported by a square wood post shelters the single-leaf basement entrance on the south elevation. The foundation is parged with concrete.

The metal-sided frame warehouse projecting from the east end of the mill's rear (south) elevation was constructed between 1956 and 1964. A long, steel-frame, flat-roofed canopy extends to the west, sheltering the area outside three roll-up metal loading dock doors. The April 1921 Sanborn map illustrates a one-story frame shed in this location, but that structure had been removed by May 1927.

By April 1921, employees benefited from the construction of a one-story restroom addition on the 1898 mill's rear elevation and a two-story restroom tower near the center of the 1912 building's rear elevation. Between 1947 and 1950, Cannon Mills replaced the restroom towers with one-bay-deep, two-bay-wide, three-story restroom towers. Masons executed the walls in five-to-one-common bond with high steel-frame windows that pierce the side (east and west) elevations at each level. Between the towers, likely at the same time, Cannon Mills constructed two flat-roofed, one-bay-deep, one-story additions in six-to-one common bond brick. On each addition's south elevation, a central square window now enclosed with brick originally illuminated the interior. One space is labeled "switch room."

A one-story, shed-roofed, windowless addition erected between 1956 and 1964 spans the distance between the 1898 mill's restroom tower and the late 1940s additions. West of those additions, a two-story, flat-roofed, windowless wing executed between 1956 and 1964 in five-to-one common bond brick houses HVAC system equipment. Two double-leaf and one single-leaf entrance provide access to the wing's ground level.

The two-story-on-basement 1912 addition at the 1898 mill's west end features a low gabled roof with projecting rafter ends that create deep eaves intended to shelter the large rectangular window openings that have been infilled with brick on the north and south elevations. The window openings are slightly recessed with pilaster-like sections of brick wall between them. The north and south elevations are twenty-five bays wide. On the west elevation, the first and second floors contain seven bays of segmental-arched window openings, while six matching openings flank the central, replacement, single-leaf, steel basement door. All of the windows and most of the original west entrance bay have been enclosed with brick.

On the 1912 addition's north elevation, the two-stage, one-bay-wide and two-bay-deep stair tower capped with a corbelled cornice has replacement steel-frame windows and cast-stone lintels. Brick corbelling also tops the second-story windows. The tower provided access to the carding and spinning rooms that more than doubled the mill's manufacturing space. As part of the 1912 expansion, contractors added a hip-roofed monitor with short windows above three-foot-tall kneewalls that spanned the entire width of both mill sections, illuminating the upper floor. Although poor historic aerial photograph resolution prevents close examination of building details, it appears that Cannon Mills removed the roof monitor between 1956 and 1964.[3]

That project was probably related to Cannon Mills' 1960s HVAC system installation, which also required the construction of two flat-roofed two-story-on-basement mechanical wings east and west of the stair

[3] Sanborn Map Company, "Concord," May 1927, sheet 28, and March 1947, sheet 28; Cabarrus County GIS, aerial imagery, 1938, 1950, 1956, 1964, http://gis.cabarruscounty.us/gisdataexplorer/ (accessed November 2014).

tower on the 1912 addition's north elevation. Large aluminum louvered vents fill openings on each wing's west elevation and at the west end of each north elevation's five-to-one common bond brick walls.

An elevator tower rises on the 1912 addition's north elevation just west of the east mechanical wing. Between the elevator tower and the 1912 stair tower, a steel-frame platform covered by a flat-roofed canopy supported by steel posts and beams elevates HVAC equipment to the first-story level. Large metal pipes are secured to the building beneath the platform.

When roof replacement was necessary, rubber membrane and tar and gravel roofs proved to be the most serviceable options. Flush-board roof decking is intact in most locations.

Interior

The mill's open plan and interior finishes original to each construction phase are substantially intact. Painted brick walls and wood floors are typical, although some areas erected or renovated during the mid-twentieth century have concrete floors. Most wood floor boards originally ran east-west, but have been replaced in a few sections with boards that run north-south. The undersides of the wide plank floor and roof decking are visible in the spaces below.

Franklin Cotton Mills removed the 1898 building's west wall in order to allow for unimpeded flow between the 1898 and 1912 sections, both of which retain chamfered square wood posts and substantial wood beams. The long rows of posts divide the mill interior into three bays on each level, a width that accommodated sizable machinery. In the east and west sections of the first floor and the basement, steel collars secure posts directly to beams. In the central sections of those levels, short segments of heavy timbers with rounded ends top the posts, distributing the load of the structural beams above. On the second-floor, short heavy timbers with rounded ends cap the 1898 mill's posts. In the 1912 addition, short heavy timbers with angled ends surmount the posts.

Engineers specified the installation of steel posts and beams to provide supplementary support and as replacements in the early sections, and as original structural systems in warehouses and additions built from the 1920s through the 1960s. Post replacement is minimal except at the west end of the 1912 addition's first story, where Cannon Mills erected round steel posts in approximately sixty percent of the original heavy-timber post locations in the south two rows. A few posts in this area were removed altogether and steel beams spanning the greater distance added to carry the load, ostensibly to provide space for sizable equipment. Steel braces and girders reinforce areas throughout the complex to compensate for equipment weight and vibration.

Double-leaf steel doors with glazed four-pane upper sections secure the two stair towers on the north elevation. The 1898 tower retains open flights of stairs and railings with molded handrails, square newel

posts, and square balusters. The 1912 tower features square newel posts spanned by solid vertical-board railings capped with molded handrails.

The mill's first floor remains predominately open. Wood-panel or steel doors hang in some interior doorways, but between most sections metal fire doors slide on steel tracks and are held open by weighted pulleys. In a few areas updated after the mid-twentieth-century, fire doors are mounted above door lintels and roll down. Gypsum board covers the west side and portions of the east side of the twenty-first-century frame partition wall that creates an entrance vestibule adjacent to the 1912 tower as well as the large storage area at the 1912 addition's west end. On the second floor, black plastic has been hung from the ceiling to delineate a large space at the building's west end. Gypsum board sheathes three small frame office and storage rooms with low ceilings that line the north elevation. A frame partition wall creates office and storage space at the 1898 mill's east end. On all floors, some of the restrooms retain original five-horizontal-panel wood doors, plaster walls, and black-and-white mosaic tile floors. Others have been partially remodeled and/or fixtures have been removed.

The June 1911 Sanborn map shows an interior elevator at the mill's northeast corner. A mid-twentieth-century conveyor belt at the first floor's east end also facilitated the transportation of equipment and product between the floors.

Contractors dropped fluorescent lights and sprinkler system pipes from the ceilings throughout the manufacturing area. Rigid metal ductwork and sizable air handling units remain from the air conditioning systems configured for the plant in the 1960s. Surface-mounted metal conduit houses electrical wiring.

In the basement, a poured-concrete platform elevates the floor at the 1898 mill's east end about four feet above grade. A concrete ramp with steel-pipe railings provides access to the elevated area. Frame partition walls and metal-wall enclosures create office and storage space adjacent to the south elevation. Faux-wood paneling sheathes the office walls. The basement's central section has a poured-concrete floor at grade level. Portions of the wood floor at the west end are intact, but some areas are damaged or missing due to the space's current function as a car repair business.

The open picker room interior matches that of the mill, with painted brick walls, wood floors, and exposed wood beams beneath wide flush-board roof decking. Given the room's modest size, only one central, round, steel post provides supplementary support for the roof structure. The basement mechanical room has painted brick walls, a concrete floor, and square heavy-timber posts and beams below exposed floor decking. Cannon Mills added a few round steel posts for additional support. Frame partition walls delineate storage and work areas. Fluorescent lights, sprinkler system pipes, rigid metal ductwork, and surface-mounted electrical conduit have been installed.

Smokestack, 1898, Contributing Structure

A tapered, square, ninety-foot-tall smokestack executed in seven-to-one common bond rises east of the 1898 mill and south of the 1912 picker room and machine shop. Two corbelled courses wrap around the smokestack at its base and cap. The foundation has been parged with concrete with the exception of a small cleanout opening on the east elevation. A metal plate that slides up and down covers the opening. Sanborn maps and historic images illustrate that the smokestack initially stood north of the 1898 boiler house and east of the 1898 mechanical room. Coal fueled the complex's original steam heating system.

Historical overview of warehouses and other ancillary buildings

In 1902, a one-story frame waste house stood north of the mill and a round 57,000 reservoir was to the south. By June 1911, a one-story frame cotton shed occupied the waste house site and an L-shaped frame office with a porch and an open shed had been erected west of the cotton shed. A one-story frame cotton waste house; two hip-roofed, frame, one-story buildings; and a one-story frame structure labeled "crib" stood to the northwest. Three small frame buildings contained fire suppression hoses and valves. A one-story frame blacksmith shop had been erected southeast of the reservoir.[4]

The October 1906 Sanborn map is the first to illustrate the east cotton warehouse, which Franklin Cotton Mills expanded with a second (now central) section in 1912 and the third (north) section in 1926.[5] To the west, an aerial photograph taken in 1938 indicates that the five-section cotton warehouse and connected opening room were in use by that year. The aerial also shows that a one-story frame cotton waste house had been erected west of the mill and east of Main Street SW after May 1927 and prior to 1938. A covered walkway completed between 1947 and 1950 connected the two buildings. The cotton waste house was demolished after historian Peter Kaplan photographed it during the 1979 Cabarrus County architectural survey and prior to 2001.[6]

The following list enumerates extant auxiliary buildings in order of significance based on age and function.

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[4] Sanborn Map Company, "Concord," March 1902, sheet 5, and June 1911, sheet 17.

[5] Lockwood, Greene, and Company Engineers, "Appraisal of Franklin Cotton Mills, Inc., Concord, N. C.," October 20, 1926, p. 8, Box 183, Cannon Mills Records, 1836-1983, Rubenstein Library, Duke University.

[6] Cabarrus County GIS, aerial imagery, 1938, 1950, 1956, 1964, 1968, 1975, 2001, http://gis.cabarruscounty.us/gisdataexplorer/ (accessed November 2014).

East Cotton Warehouse, erected in three stages between 1902 and 1926, Contributing Building

The October 1906 Sanborn map is the first to show the east cotton warehouse, which Franklin Cotton Mills expanded with a second (now central) section in 1912 and the third (north) section in 1926. Builder T. C. Thompson and Brothers erected the 1912 addition.[7]

The one-story, corrugated-metal-sheathed, three-part building has entrances on the east and west elevations. The south warehouse has a clipped southwest corner, perhaps to provide additional space for navigation between buildings. Brick fire walls executed in six-to-one common bond separate each section. More multipane steel-frame windows likely illuminated the warehouses, but only one six-pane steel-frame window pierces the north warehouse's west upper wall. Three remain on the south elevation.

The warehouses' open interiors retain concrete floors, painted brick, and plywood-sheathed balloon-frame walls. In the earlier two (south) warehouses, Cannon Mills replaced the heavy-timber posts with round steel posts and I-beams in the mid-twentieth century. The original heavy-timber beams spanning each section and the short heavy-timber segments with angled ends that topped the heavy-timber posts remain. At some entrances, metal or wood doors slide on metal tracks and are held open by weighted pulleys. In others, occupants have installed rollup garage doors or single- or double-leaf steel doors. Fluorescent lights and sprinkler system pipes have been dropped from the ceilings throughout the building.

A flat-roofed canopy comprising heavy-timber beams, flush-board roof decking, and round steel posts covers the wood loading dock that projects from the east warehouse's east elevation adjacent to the railroad. Tall brick piers comprise the loading dock's foundation. At the dock's south end, a formed-concrete wall extends south and, after a break that once held a double-leaf gate, terminates at a flat-roofed brick storage building.

West Cotton Warehouse, erected between 1927 and 1938, Contributing Building

A concrete driveway separates the mill from two one-story, corrugated-metal-sheathed, multi-section, early-twentieth-century cotton warehouses to the north. The six-part west building comprises five almost-flat-roofed warehouses—three with entrances on the west elevation and two with entrances on the east elevation—and an opening room at the southeast corner. Brick fire walls executed in six-to-one common bond separate each section. One the north, east, and west elevations, six-pane steel-frame windows and louvered vents pierce the balloon-frame warehouse's upper walls. The southwest warehouse's south elevation is blind, containing only one vent. Multipane steel-frame windows illuminate the opening

[7] T. C. Thompson and Brothers, correspondence with Franklin Cotton Mills, and Lockwood, Greene, and Company Engineers, "Appraisal of Franklin Cotton Mills, Inc., Concord, N. C.," October 20, 1926, p. 8, Box 183, Cannon Mills Records, 1836-1983, Rubenstein Library, Duke University.

room, which is shorter than the warehouses and all-masonry construction. The space between the opening room and the southwest warehouse was originally open, but Cannon Mills enclosed it after 1947 to create an additional room.

Concrete loading platforms and walkways secured by steel pipe railings wrap around the building with the exception of the southwest warehouse's south elevation. Almost-flat-roofed canopies supported by round steel posts cover a portion of the west loading dock and the full extent of the remaining walkways and loading areas. Beneath the canopies, board-and-batten siding covers the frame walls. At the north canopy's outer edge, its round steel support posts are bolted to a brick retaining wall with a concrete cap.

The warehouses' open interiors retain concrete floors, exposed brick and balloon-frame walls, substantial steel posts and beams, and wood board roof decking. At some entrances, metal-clad fire doors slide on metal tracks and are held open by weighted pulleys. In others, occupants have installed rollup garage doors or single- or double-leaf steel doors. Fluorescent lights and sprinkler system pipes have been dropped from the ceilings throughout the building. Frame partition walls, dropped-acoustical-tile ceilings, faux-wood sheet paneling, and vinyl-composition-tile floors have been added to portions of the opening room to create office space and meeting and storage rooms.

A paved concrete parking area spans the distance between the two warehouses. At the parking area's north end, a flat-roofed frame canopy supported by round steel posts covers the upper section of the concrete stairs with metal railings that lead to buildings adjacent to Office Drive. A formed-concrete retaining wall ameliorates the elevation change between the buildings on the hill and the parking area.

Office, 1910s, early 1930s, Contributing Building

The one-story, hip-roofed, weatherboarded building that once served as the mill office faces east on the hill above the west cotton warehouse. The simply finished, two-bay-wide and three-bay-deep structure has plain corner boards and a plain frieze below a boxed cornice. Two hip-roofed rear wings project from the building's west elevation. The central wing has the same wall height as the rectangular main block, but is slightly narrower and has a marginally lower roof pitch, while the one-room rear wing is shorter.

A shed-roofed frame canopy shelters the single-leaf door comprised of three horizontal lower panels below six glazed panes. Double-hung six-over-six sash windows illuminate the interior. Replacement wood steps and open wood railings provide access to the primary east entrance and an entrance near the south elevation's east corner that has been enclosed with a wood panel.

This building's form and exterior finishes indicate that it was constructed in the 1910s, indicating that it was moved to this location. The earliest images showing a building with this footprint on the hill are the 1938 aerial and the March 1947 Sanborn map. The June 1911 Sanborn map illustrates an L-shaped frame

office with a porch and an open shed west of the east cotton warehouse. That building remained in use through at least 1927.

Hose House, early 1930s, Contributing Building

The pyramidal-hip-roofed weatherboarded hose house that stands on the hill near the west cotton warehouse's northeast corner retains a double-leaf board-and-batten door on its south elevation. Exposed rafter ends support deep eaves and metal coping protects the roof peaks.

Hose House, early 1930s, Contributing Building

The pyramidal-hip-roofed weatherboarded hose house adjacent to the 1912 mill addition's south elevation close to its west end retains a double-leaf board-and-batten door on its south elevation. Exposed rafter ends support deep eaves and metal coping protects the roof peaks.

Storage Building, erected between 1947 and 1950, Contributing Building

A one-story, flat-roofed, brick storage building with sliding wood doors stands near the 1898 mill's southeast corner. Cannon Mills constructed this building after the 1947 Sanborn map's issuance and before the 1950 Cabarrus County aerial photograph of the site was taken.

Garage, erected between 1947 and 1950, Contributing Building

A shed-roofed, corrugated-metal-sided, one-story, frame garage is located southeast of the 1898 mill's southeast end and southwest of the storage building. The garage has a poured-concrete floor and foundation, while the enclosed storage room at the building's south end has a brick foundation. Wood rafters support wood decking boards and metal roofing panels. Cannon Mills constructed this building after the 1947 Sanborn map's issuance and before the 1950 Cabarrus County aerial photograph of the site was taken. A frame blacksmith shop erected between 1906 and 1911 and used as a garage by 1921 stood on this site through the mid-twentieth century.

Pump House, erected between 1947 and 1950, Contributing Building

A small, shed-roofed, one-story, German-sided pump house stands south of the 1898 mill's southeast end and west of the garage. A double-leaf board-and-batten door fills the north elevation. The building rests on a concrete platform above a square brick cistern. Concrete steps with metal pipe railings provide access to the structure's lower level. Cannon Mills constructed the building after the 1947 Sanborn map's issuance and before the 1950 Cabarrus County aerial photograph of the site was taken. The building replaces a brick pump house that stood on the 84,000-gallon reservoir's west side by 1921.

Pump House, erected between 1947 and 1950, Contributing Building

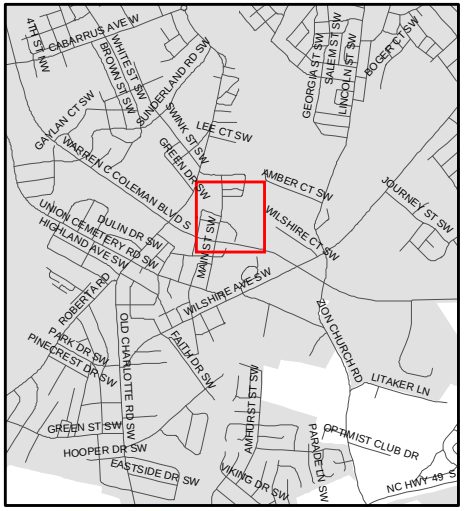
A flat-roofed pump house executed in five-to-one common bond is south of the 1898 mill and northwest of the German-sided pump house. The short single-leaf door on the north elevation opens into a small space elevated a few feet above grade. Cannon Mills constructed this building after the 1947 Sanborn map's issuance and before the 1950 Cabarrus County aerial photograph of the site was taken.

H-23-18

Sari and Company

625 Main St SW

PIN: 5529-69-3574



Source: City of Concord
Planning Department

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Concord
NORTH CAROLINA
High Performance Living

Application for
Certificate of Appropriateness

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: Sari and Company (or assigns)

Address: 1648 Kenilworth Ave

City: Charlotte State: NC Zip Code: 28203 Telephone: 804-357-7123 or 419-575-5165

OWNER INFORMATION

Name: Bryton Partners, LLC

Address: 190 High Peak Dr

City: Boone State: NC Zip Code: 28607 Telephone: 704-281-6289

SUBJECT PROPERTY

Street Address: 625 Main St SW, Concord, NC P.I.N. # 55296935740000

Area (acres or square feet): 10.144 Current Zoning: I-2 Land Use: No

Staff Use Only:

Application Received by: _____ Date: _____, 20 _____

Fee: $20.00 Received by: _____ Date: _____, 20 _____

The application fee is nonrefundable.

Exhibit B

Concord
NORTH CAROLINA
High Performance Living

Application for
Certificate of Appropriateness

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: See Attached Exhibit 1

2. Detailed specifications of the project (type of siding, windows, doors, height/style of fence, color, etc.):
See Attached Exhibit 1

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 5, 2018
Date

Signature of Owner/Agent

Planning & Neighborhood Development
35 Cabarrus Ave W • P. O. Box 308 • Concord, NC 28025
Phone (704) 920-5152 • Fax (704) 920-6962 • www.concordnc.gov

Exhibit 1

To

Application for Certificate of Appropriateness

1. Project or Type of Work to be Done: The existing Coleman Mill buildings will be renovated and repurposed into 156 apartment units. All work will conform to the National Park Service (NPS) Technical Preservation Briefs.

2. Detailed specifications of the project (type of sidings, windows, doors, height/style of fence, color, etc.): Some building appendages that were added to the building after the date of significance will be removed.

-The original windows have been removed and the openings infilled with masonry. The infill will be removed and new windows to replicate the originals will be installed.

-The existing brick will remain and be carefully cleaned per NPS standards.

-The Tower on the north side of the main mill building was removed at some point in the past and the remaining tower received a flat roof which will remain. The entire building roof will be repaired/replaced as needed.

-The warehouse buildings to the north are a combination of brick and metal siding with flat roofs. Existing openings in the exterior walls will remain and new openings for windows and doors will be added as allowed by NPS. New windows will be of a style and material that is acceptable to NPS. Any metal siding that is beyond salvage will be removed and replaced with matching material. Metal will be finished as appropriate to the buildings and in accordance with NPS briefs. Roofs to be repaired/replaced as needed.

-Building interiors will strive to leave as much of the existing structure visible whether in apartment units or public spaces. The volume of the existing spaces will be apparent from the new interior spaces.

-No new structures will be added to the site. The existing railroad siding structure will be renovated and used as an exterior gathering/sitting area.

-The parking area will be expanded to provide sufficient parking for the tenants.

List of Materials

To

Application for Certificate of Appropriateness

Required Attachments/Submittals Item 6

As noted, all work will conform to the National Park Service (NPS) Technical Preservation Briefs. To the extent possible, original materials will be used, and all introduced materials will conform to NPS requirements.

1. Existing brick
2. Windows replicating original windows
3. New windows to fill non-window openings acceptable to NPS
4. Metal siding matching original siding
5. Replacement roofing as necessary

Proposed Site Plan

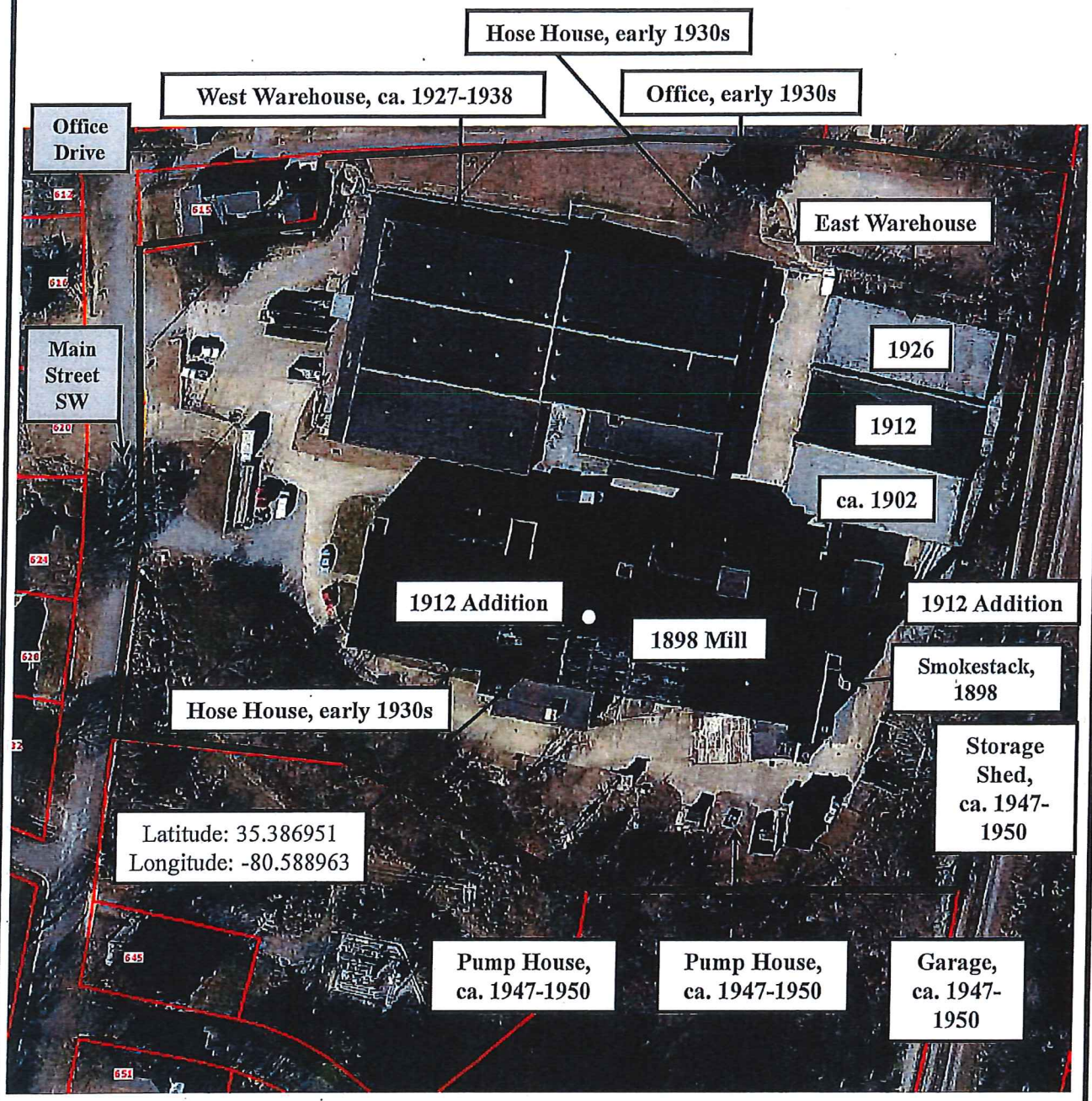
COLEMAN MILL APARTMENTS

625MAIN STREET SW CONCORD, CABARRUS COUNTY, NORTH CAROLINA

MARTIN RILEY ASSOCIATES - ARCHITECTS, P.C.

Exhibit C

Existing Contributing Buidlings



Coleman-Franklin-Cannon Mills
625 Main Street SW (6.6 acres)
Concord, Cabarrus County, North Carolina

National Register Boundary = heavy dark line, Scale 1" = approximately 100'
Ten contributing buildings and one contributing structure

N

Heather Fearnbach, Fearnbach History Services, Inc. / December 2014

Base aerial photo courtesy of Cabarrus County GIS at http://gis.cabarruscounty.us/gisdataexplorer/

DRAWING NUMBER

OLD 91-12-23

DRAWING NUMBER

070113.000

OLD

DRAWING NUMBER

031203.001

DRAWING NUMBER

Survey

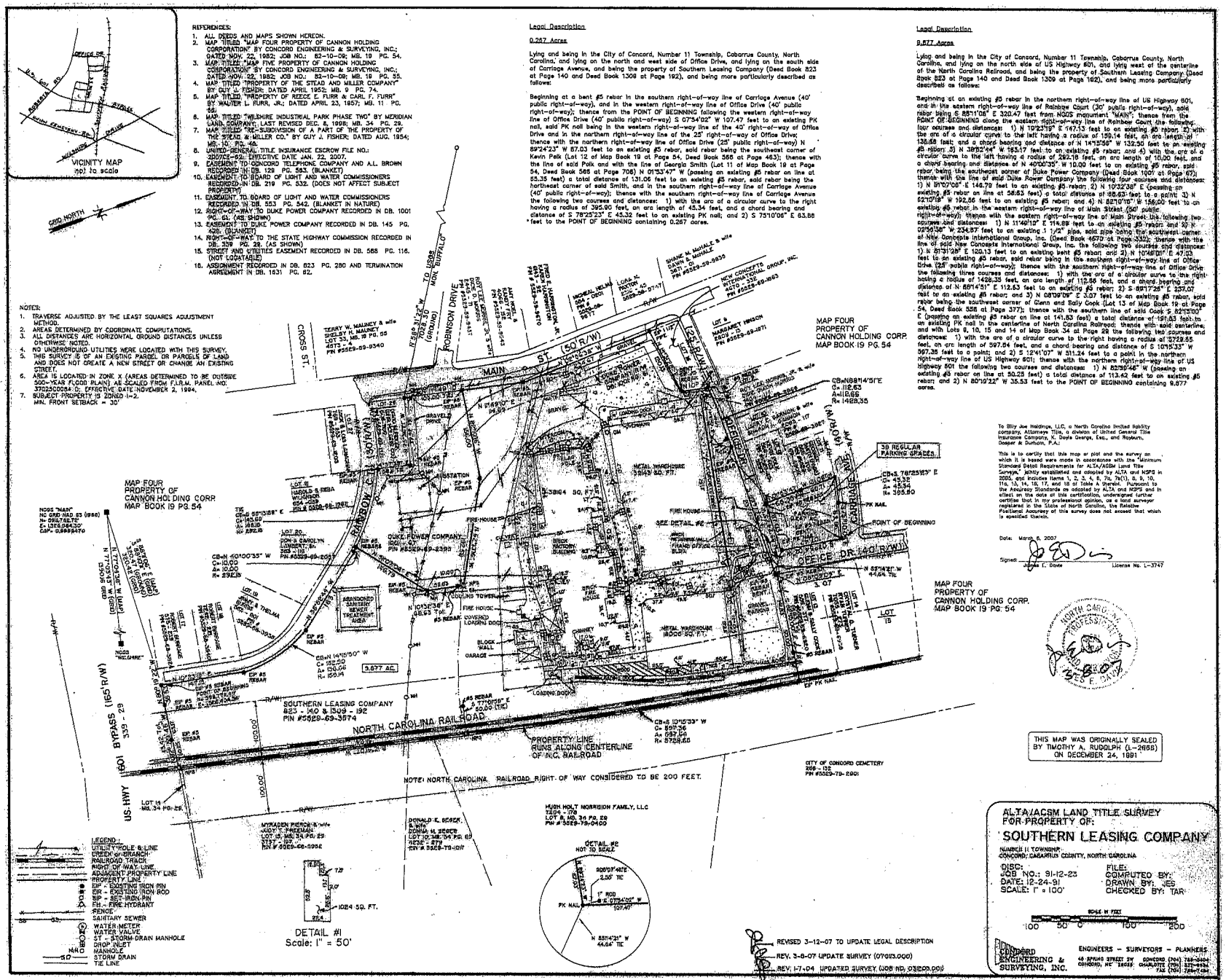
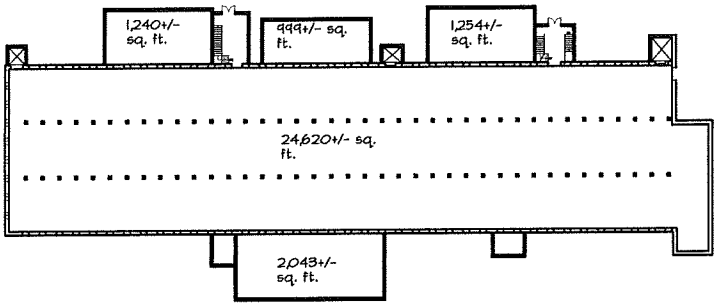
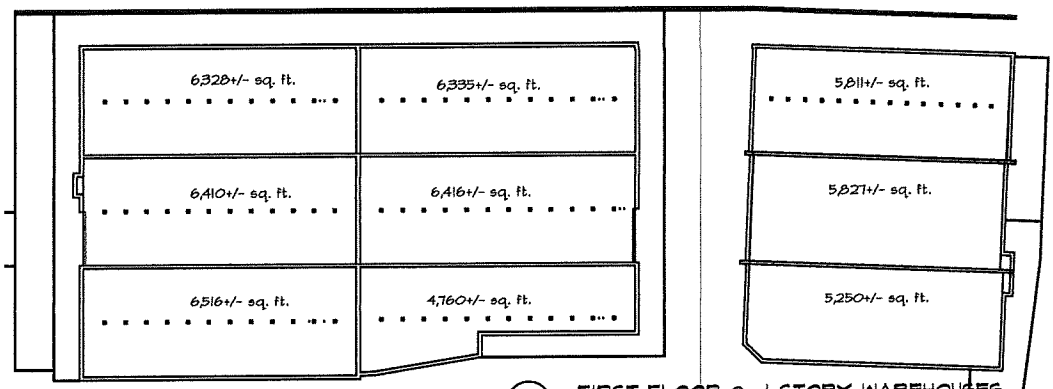


Exhibit D

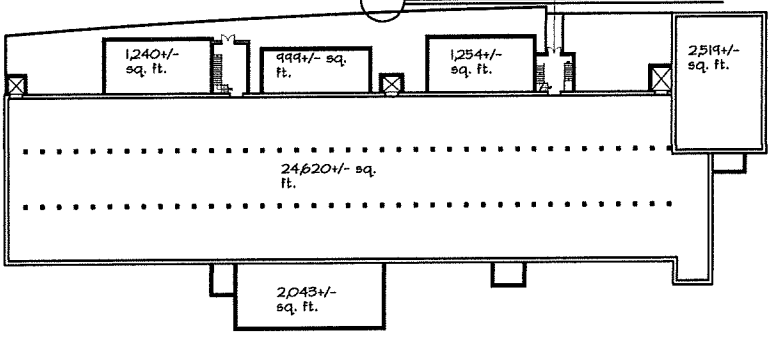
Existing Floor Plan



THIRD FLOOR PLAN

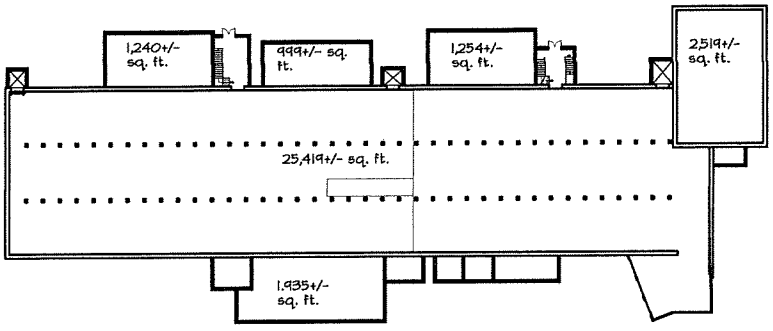


FIRST FLOOR @ 1 STORY WAREHOUSES



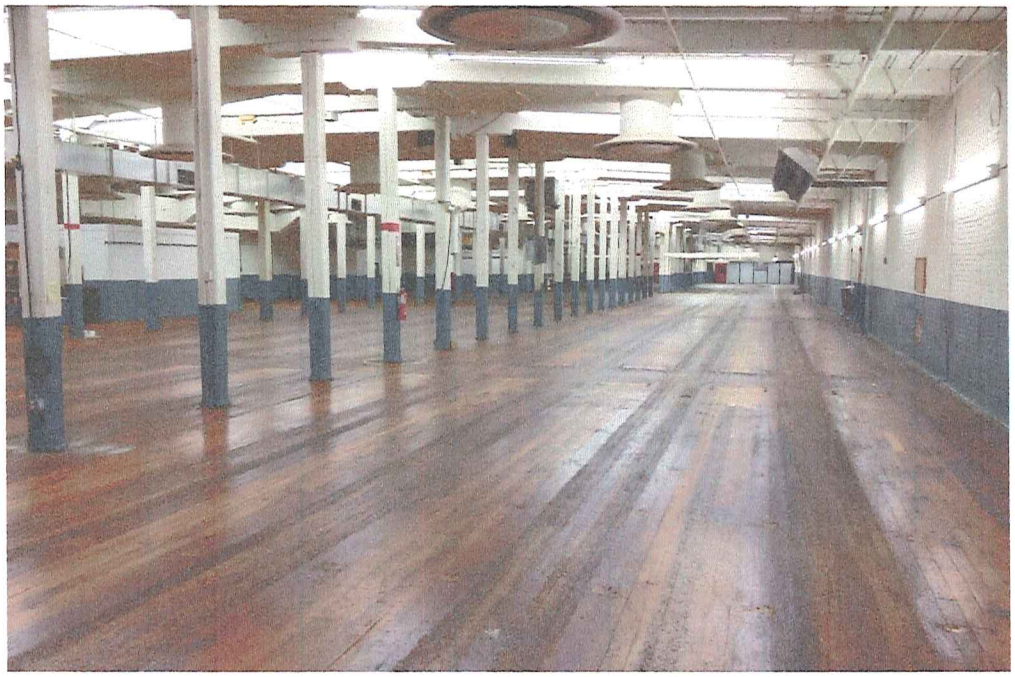
SECOND FLOOR

NOTE: THE DIMENSIONS OF THESE PLANS HAVE NOT BEEN FIELD VERIFIED, THEREFORE WE CANNOT GUARRANTEE THE ACCURACY OF THESE SQ. FOOTAGES. THE SQ. FT. INDICATED ARE FROM INTERIOR FACE OF EXTERIOR WALLS OF EACH SPACE AS OUTLINED.

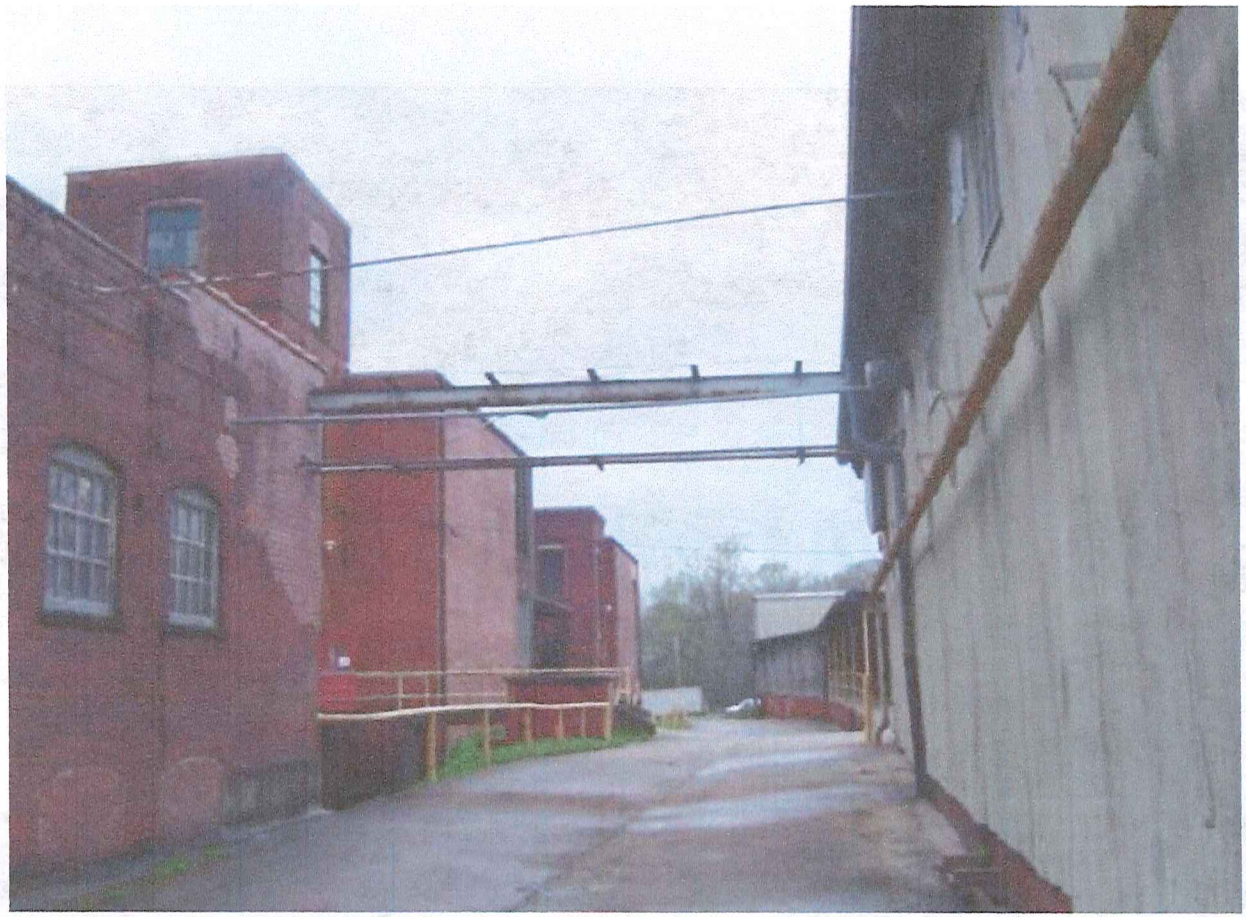


FIRST FLOOR PLAN

Exhibit E

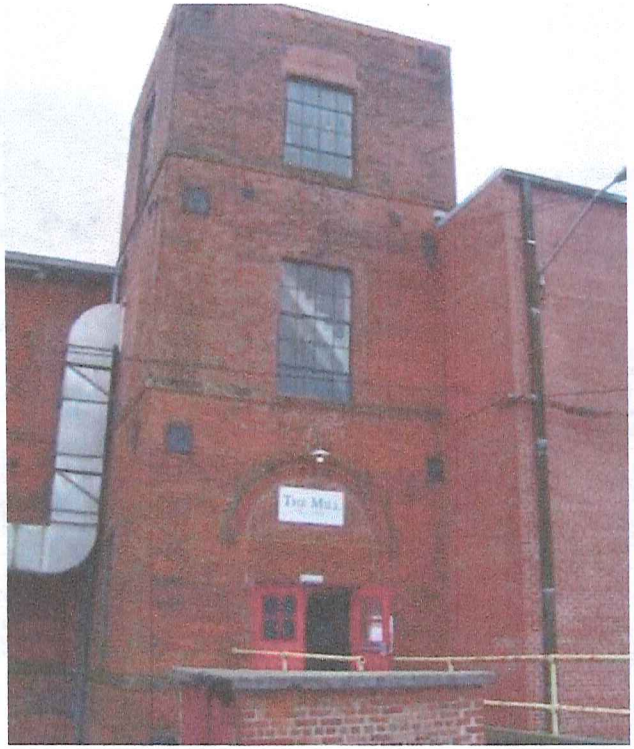


Interior--1898,1912, 1950s, 1960s Contributing Building



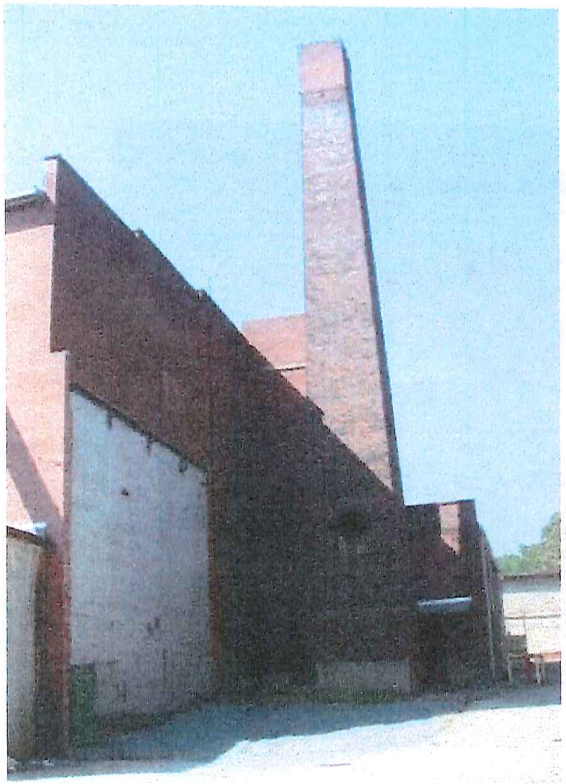
Between the East Cotton Warehouse and 1898, 1912, 1950s, 1960s Contributing Building

Interior--1898,1912,
1950s, 1960s
Contributing Building

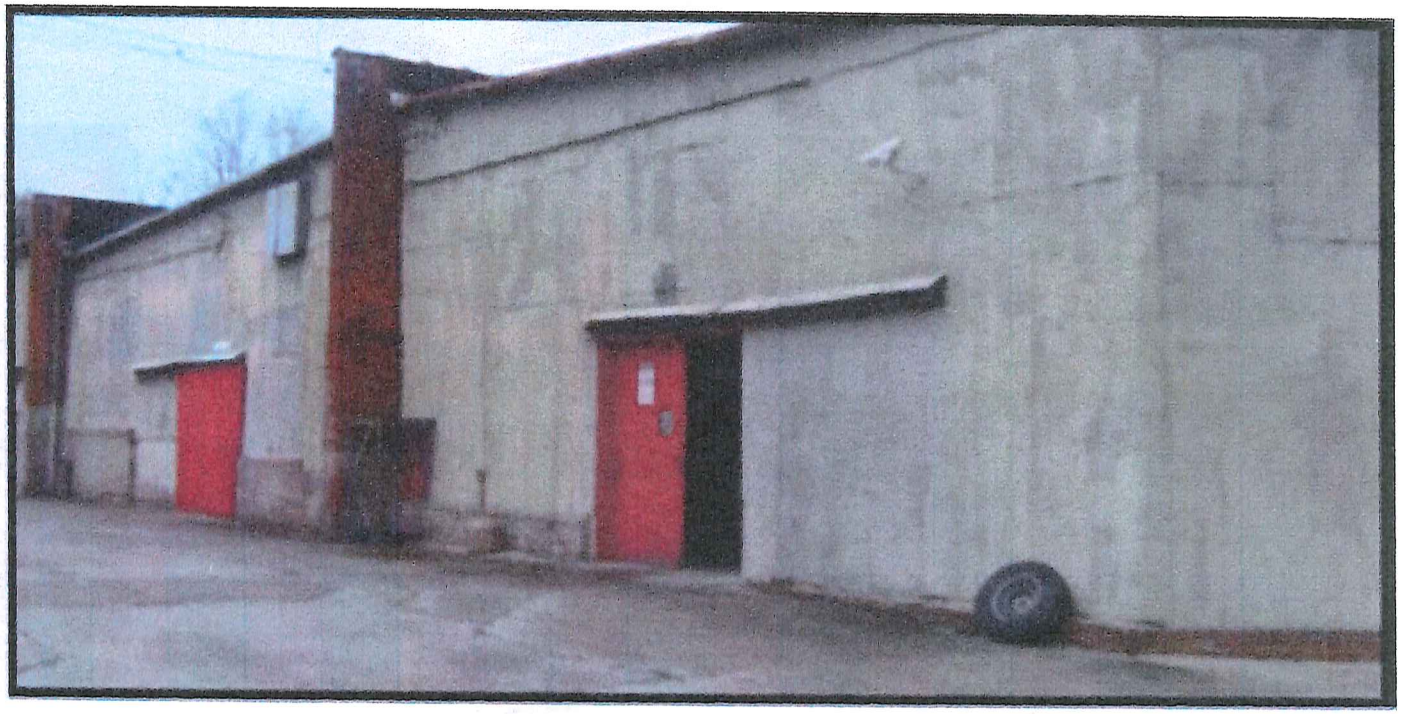


Main Mill South Side

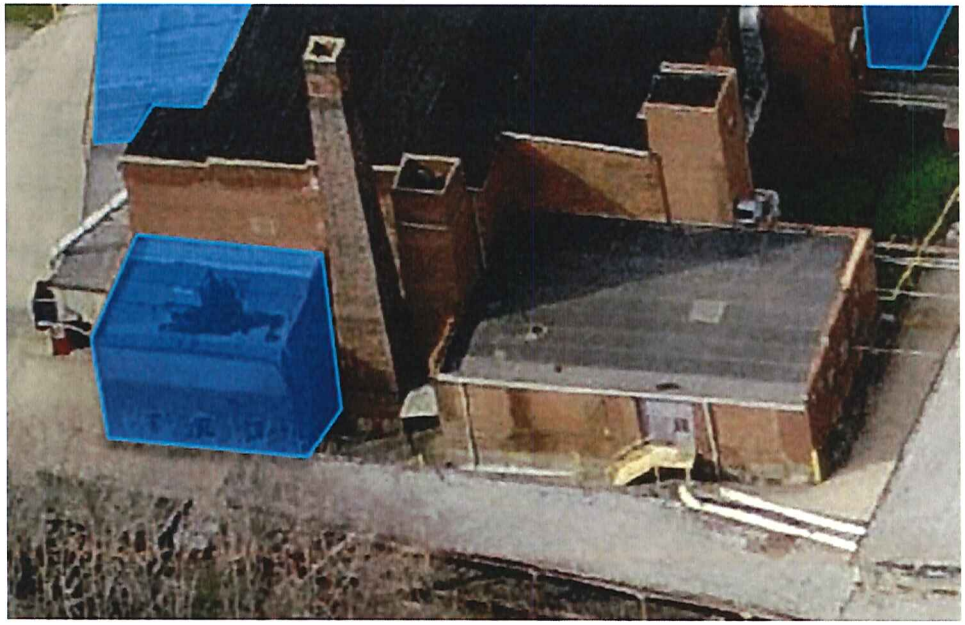
Main Mill East Facade



Main Mill West Side



East Warehouse



PROPOSED WINDOW LOCATIONS SHOWN. FINAL WINDOW LOCATION MAY VARY PER INPUT FROM NATIONAL PARK SERVICE.

EXISTING OPENINGS THAT HAVE BEEN INFILLED WITH BRICK WILL HAVE BRICK REMOVED AND NEW WINDOWS TO REPLICATE ORIGINAL WNDOWS TO BE INSTALLED.

EXISTING BRICK TO BE CLEANED AND POINTED AS PER NPS STANDARDS.

Main Mill - West Side

PROJECT	REVISIONS
2017-014	
DATE	
7/24/2018	
DRAWN BY / CHECKED BY	

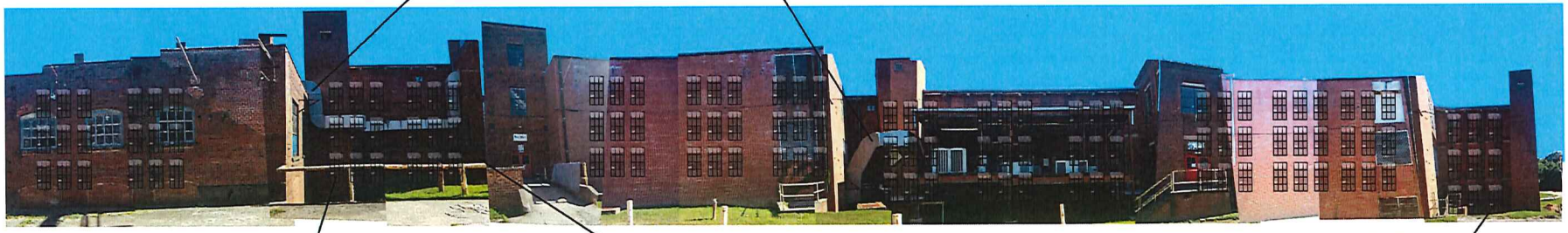
MARTIN RILEY ASSOCIATES - ARCHITECTS, P.C.
215 CHURCH STREET SUITE 200 DECATUR GEORGIA 30030-3329 404-373-2800

COLEMAN MILL APARTMENTS
CONCORD, NC

NOT RELEASED FOR CONSTRUCTION

A3.4

Exhibit F



PROPOSED WINDOW LOCATIONS SHOWN. FINAL WINDOW LOCATION MAY VARY PER INPUT FROM NATIONAL PARK SERVICE.

EXISTING BRICK TO BE CLEANED AND POINTED AS PER NPS STANDARDS.

EXISTING OPENINGS THAT HAVE BEEN INFILLED WITH BRICK WILL HAVE BRICK REMOVED AND NEW WINDOWS TO REPLICATE ORIGINAL WNDOWS TO BE INSTALLED.

Main Mill - South Side

PROJECT 2017-014
DATE 1/24/2018
ISSUED FOR / REVISED ON

MARTIN RILEY ASSOCIATES - ARCHITECTS, P.C.
215 CHURCH STREET SUITE 200 DECATUR, GEORGIA 30030-3329 404-373-2800

COLEMAN MILL APARTMENTS
CONCORD, NC

A3.3

NOT RELEASED FOR CONSTRUCTION

EXISTING DRIP EDGE TO BE CLEANED AND PAINTED.

EXISTING BRICK TO BE CLEANED AND POINTED AS PER NPS STANDARDS.

EXISTING OPENINGS THAT HAVE BEEN INFILLED WITH BRICK WILL HAVE BRICK REMOVED AND NEW WINDOWS TO REPLICATE ORIGINAL WNDOWS TO BE INSTALLED.

PROPOSED WINDOW LOCATIONS SHOWN. FINAL WINDOW LOCATION MAY VARY PER INPUT FROM NATIONAL PARK SERVICE.

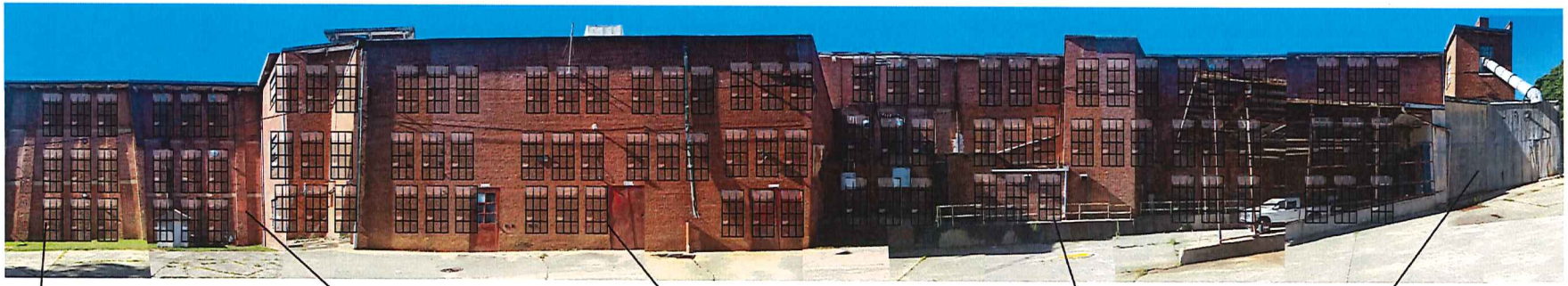
Main Mill - East Side

MARTIN RILEY ASSOCIATES - ARCHITECTS, P.C.
215 CHURCH STREET SUITE 200 DECATUR GEORGIA 30030-3029 404-373-2800

COLEMAN MILL APARTMENTS
CONCORD, NC

NOT RELEASED FOR CONSTRUCTION

A3.1



PROPOSED WINDOW LOCATIONS SHOWN. FINAL WINDOW LOCATION MAY VARY PER INPUT FROM NATIONAL PARK SERVICE.

EXISTING BRICK TO BE CLEANED AND POINTED AS PER NPS STANDARDS.

EXISTING OPENINGS THAT HAVE BEEN INFILLED WITH BRICK WILL HAVE BRICK REMOVED AND NEW WINDOWS TO REPLICATE ORIGINAL WNDOWS TO BE INSTALLED.

APPENDAGES THAT DATE LATER THAN THE DATE OF SIGNIFICANCE TO BE REMOVED.

Main Mill - North Side

PROJECT 2011-0714
DATE 7/24/2018
DRAWN BY / CHECKED BY

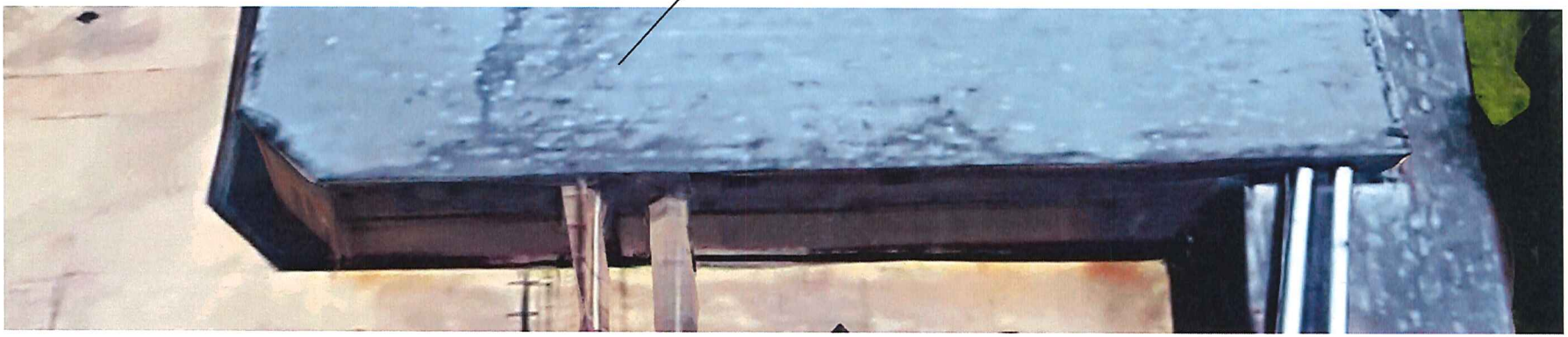
MARTIN RILEY ASSOCIATES - ARCHITECTS, P.C.
215 CHURCH STREET SUITE 200 DECATUR GEORGIA 30030-3109 404-373-2800

COLEMAN MILL APARTMENTS
CONCORD, NC

NOT RELEASED FOR CONSTRUCTION

A3.2

ROOF TO BE REPAIRED OR REPLACED TO PROVIDE FINISHED ROOF WITH 20 YR WARRANTY



PROPOSED WINDOW LOCATIONS SHOWN. FINAL WINDOW LOCATION MAY VARY PER INPUT FROM NATIONAL PARK SERVICE.

DRIP EDGE TO BE REPLACED. SOFFIT & BEAMS TO BE REPAINTED.

WINDOWS TO BE ADDED. STYLE OF WINDOWS TO BE APPROVED BY NPS.

EXISTING METAL SIDING TO BE REPAIRED OR REPLACED AND THEN PAINTED.

East Warehouse - North Side

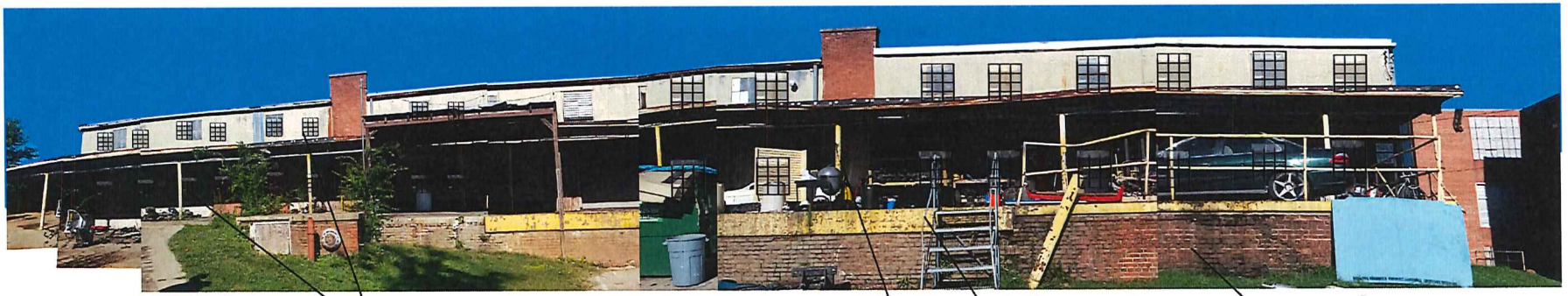
PROJECT	ISSUANCE
2011-0714	
DATE	
7/24/2018	
DRAWN BY / CHECKED BY	

MARTIN RILEY ASSOCIATES - ARCHITECTS, P.C.
215 CHURCH STREET SUITE 200 DECATUR GEORGIA 30030-3329 404-373-2800

COLEMAN MILL APARTMENTS
CONCORD, NC

NOT RELEASED FOR CONSTRUCTION

A3.5



NEW WINDOWS TO BE ADDED,. STYLE & LOCATION TO BE AS PER NPS.

COLUMNS, DRIP EDGE &CEILING TO BE PREPPED AND PAINTED.

STEEL RAILING TO BE REPLACED ALONG THE ENTIRE LENGTH OF BUILDING.

EXISTING BRICK TO BE CLEANED AND POINTED AS PER NPS STANDARDS.

West Warehouse - East Side

ISSUE	2017-0714
DATE	1/24/2018
DRAWN BY / CHECKED BY	

MARTIN RILEY ASSOCIATES - ARCHITECTS, P.C.
215 CHURCH STREET SUITE 200 DECATUR GEORGIA 30030-3309 404-373-2800

COLEMAN MILL APARTMENTS
CONCORD, NC

NOT RELEASED FOR CONSTRUCTION

A3.6

PROPOSED WINDOW LOCATIONS SHOWN. FINAL WINDOW LOCATION MAY VARY PER INPUT FROM NATIONAL PARK SERVICE.

EXISTING METAL SIDING TO BE REPAIRED OR REPLACED AND THEN PAINTED.

NEW WINDOWS TO BE ADDED,. STYLE & LOCATION TO BE AS PER NPS.

STEEL RAILING TO BE REPLACED ALONG THE ENTIRE LENGTH OF BUILDING.

West Warehouse - North Side

PROJECT	2011-0714
DATE	7/24/2018
DRAWN BY / CHECKED BY	

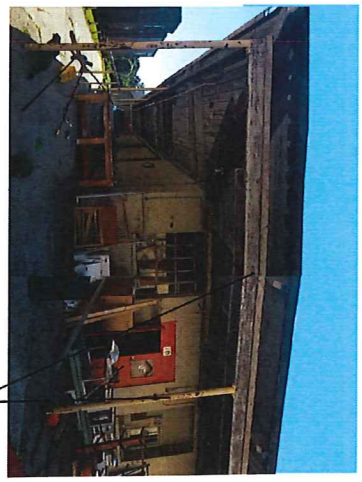
MARTIN RILEY ASSOCIATES - ARCHITECTS, P.C.
215 CHURCH STREET SUITE 200 DECATUR GEORGIA 30030-3329 404-373-2800

COLEMAN MILL APARTMENTS
CONCORD, NC

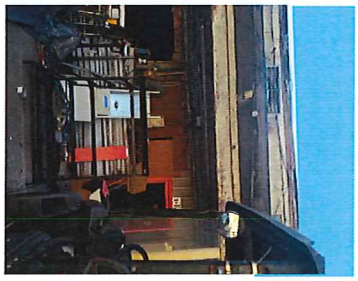
NOT RELEASED FOR CONSTRUCTION

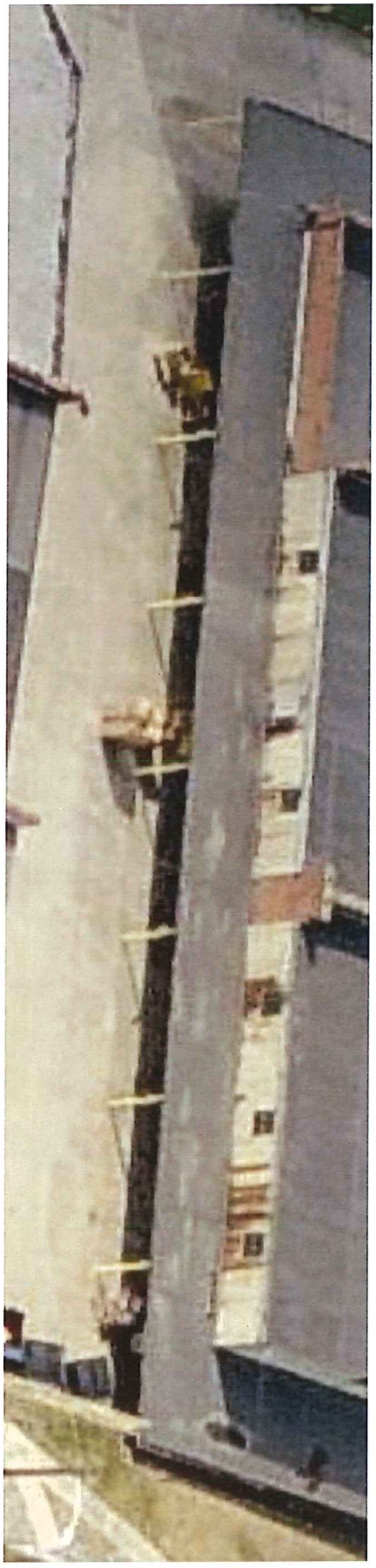
A3.7

West Warehouse - West Slde



COLUMNS, DRIP EDGE &CEILING TO BE PREPPED AND PAINTED.





A3.8

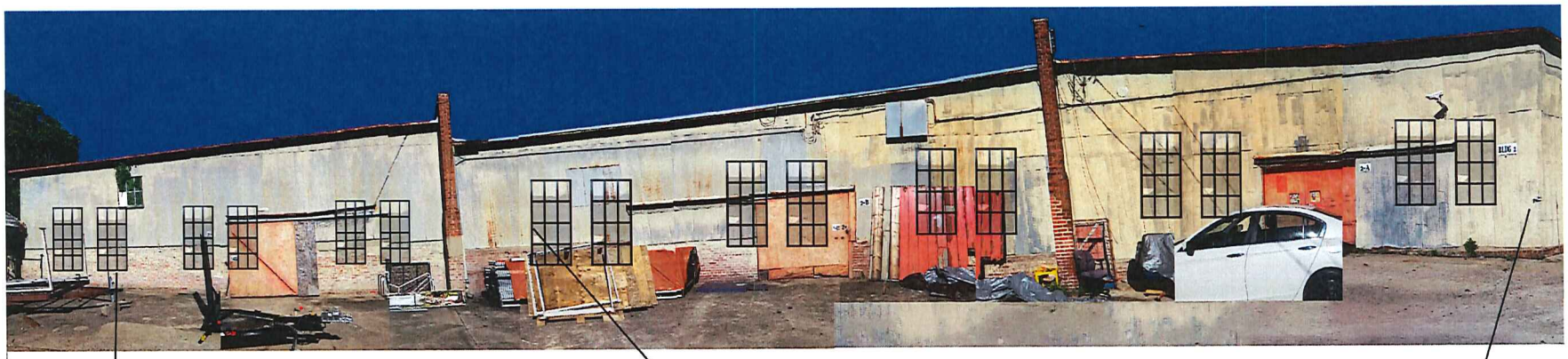
MARTIN RILEY ASSOCIATES - ARCHITECTS, P.C.
215 CHURCH STREET SUITE 200 DECATUR GEORGIA 30030-3329 404-373-2800

COLEMAN MILL APARTMENTS
CONCORD, NC

PROJECT	REVISIONS		
2017-014			
DATE			
7/24/2018			
DRAWN BY / CHECKED BY			

NOT RELEASED FOR CONSTRUCTION

ROOF TO BE REPAIRED OR REPLACED TO PROVIDE FINISHED ROOF WITH 20 YR WARRANTY



PROPOSED WINDOW LOCATIONS SHOWN. FINAL WINDOW LOCATION MAY VARY PER INPUT FROM NATIONAL PARK SERVICE.

EXISTING OPENINGS THAT HAVE BEEN INFILLED WITH BRICK WILL HAVE BRICK REMOVED AND NEW WINDOWS TO REPLICATE ORIGINAL WNDOWS TO BE INSTALLED.

EXISTING METAL SIDING TO BE REPAIRED OR REPLACED AND THEN PAINTED.

East Warehouse - East Side

PROJECT 2017-014
DATE 7/24/2018
ISSUED BY / CHECKED BY

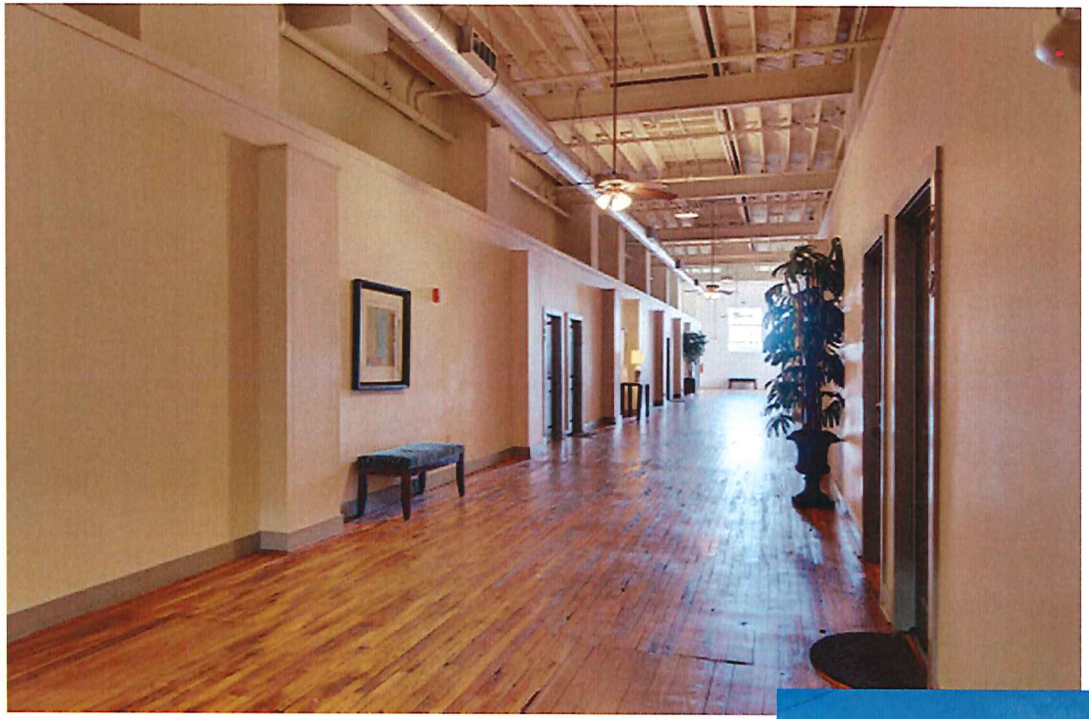
MARTIN RILEY ASSOCIATES - ARCHITECTS, P.C.
215 CHURCH STREET SUITE 200 DECATUR GEORGIA 30030-3929 404-373-2800

COLEMAN MILL APARTMENTS
CONCORD, NC

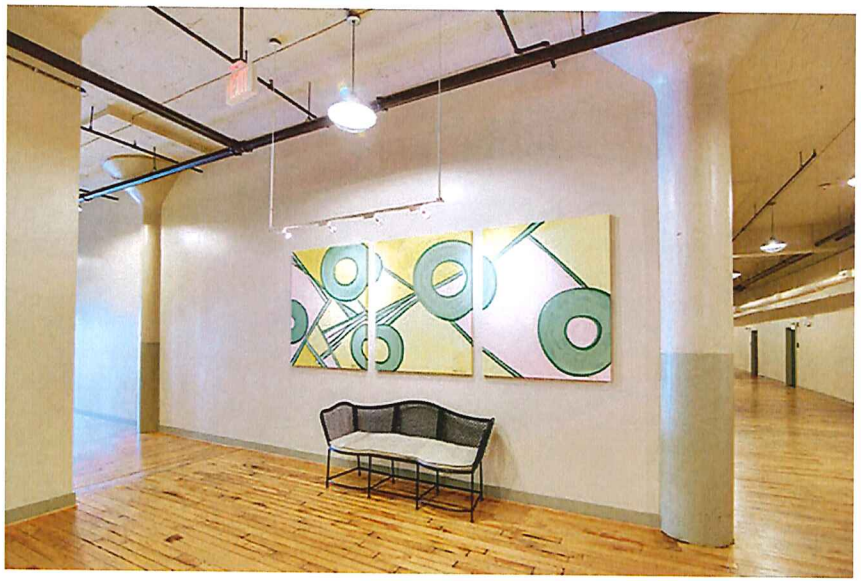
NOT RELEASED FOR CONSTRUCTION

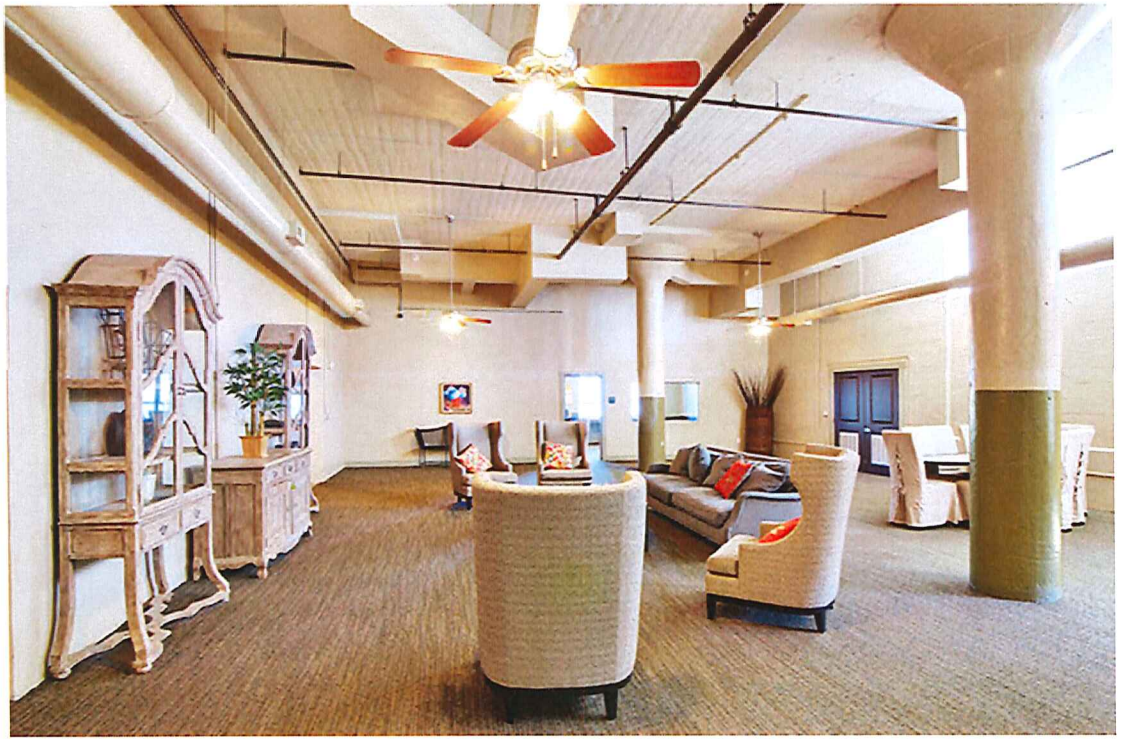
A3.9

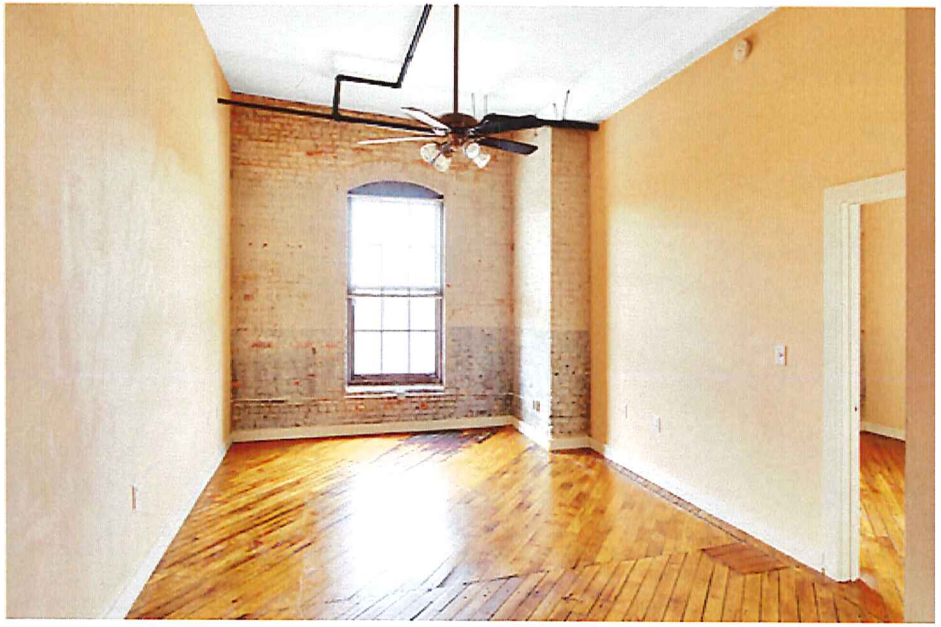
Exhibit G

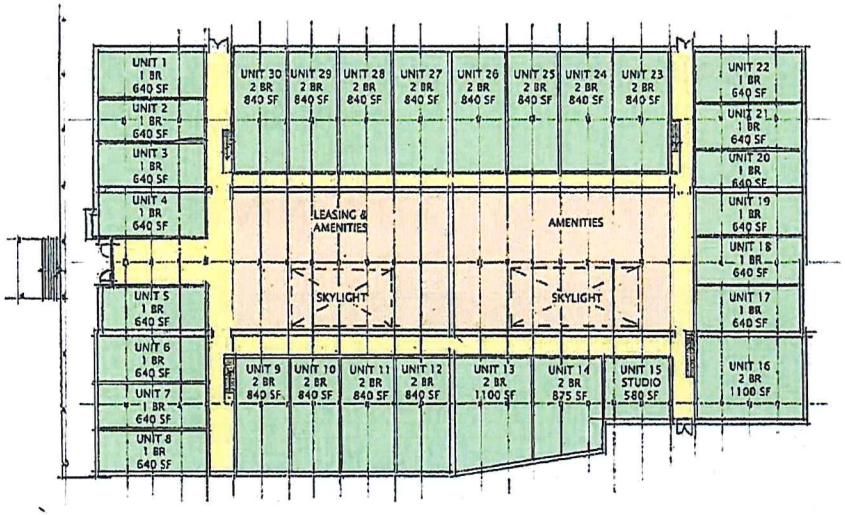



VIRGINIA TOBACCO CO.
INC.

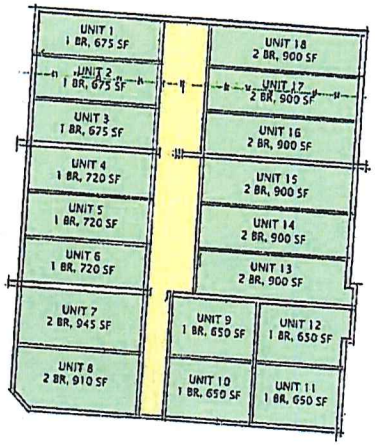








WEST WAREHOUSE

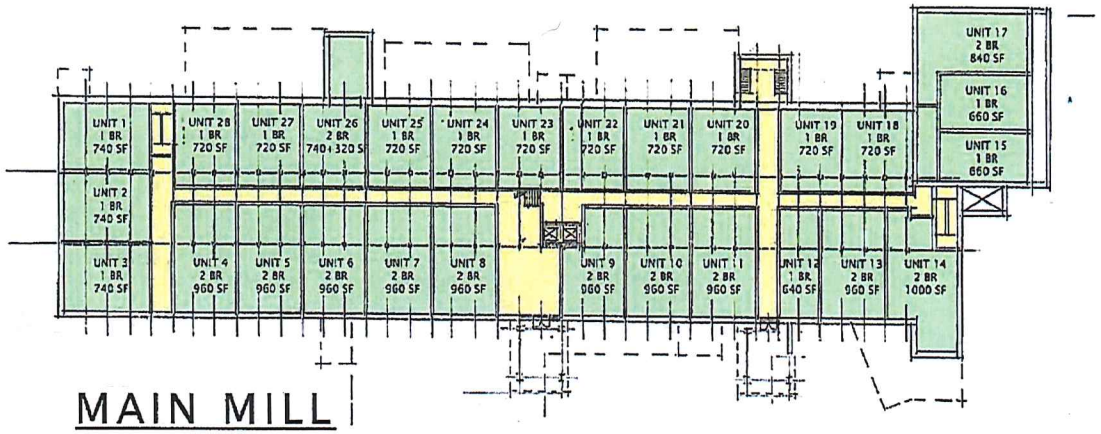


EAST WAREHOUSE

RESIDENTIAL

BASE BUILDING & CIRCULATION

AMENITIES / LEASING OFFICE



MAIN MILL

FIRST FLOOR PLANS

COLEMAN MILL APARTMENTS

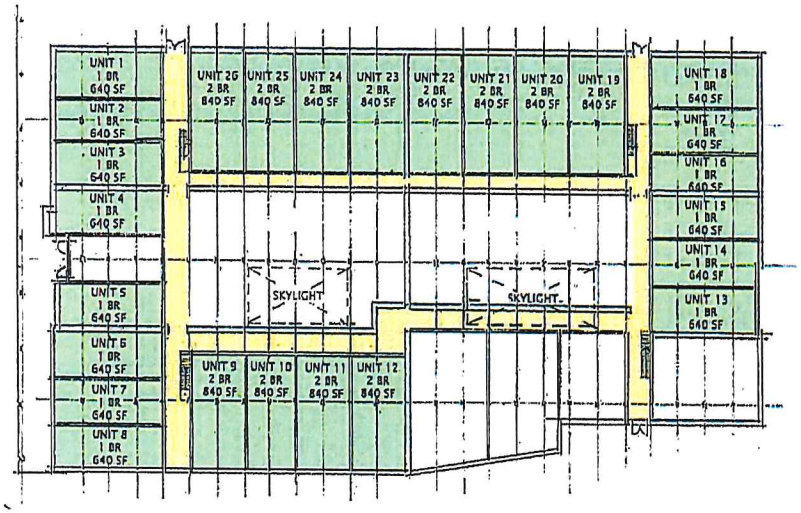
625 MAIN STREET SW · CONCORD, CABARRUS COUNTY, NORTH CAROLINA

NTS ON 11"x17" SHEETS

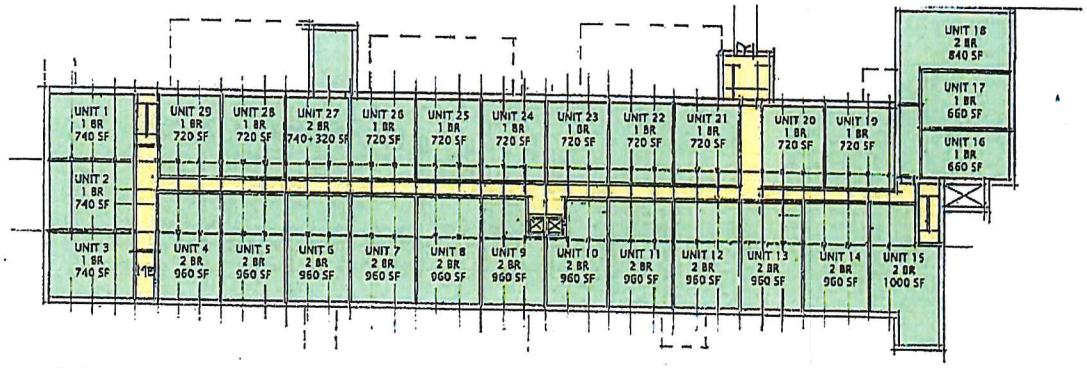
05/13/15

A1

Exhibit H



WEST WAREHOUSE



MAIN MILL

RESIDENTIAL

BASE BUILDING & CIRCULATION

AMENITIES / LEASING OFFICE

SECOND FLOOR

COLEMAN MILL APARTMENTS

625 MAIN STREET SW · CONCORD, CABARRUS COUNTY, NORTH CAROLINA

NTS

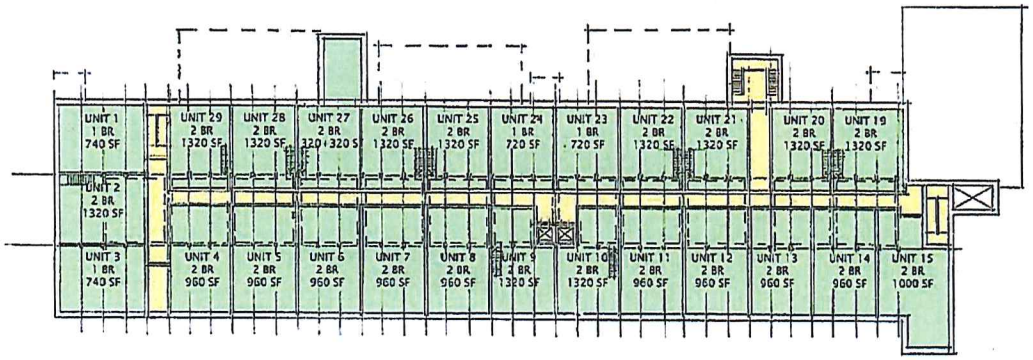
05/13/15

A2

RESIDENTIAL

BASE BUILDING & CIRCULATION

AMENITIES / LEASING OFFICE



MAIN MILL

THIRD FLOOR

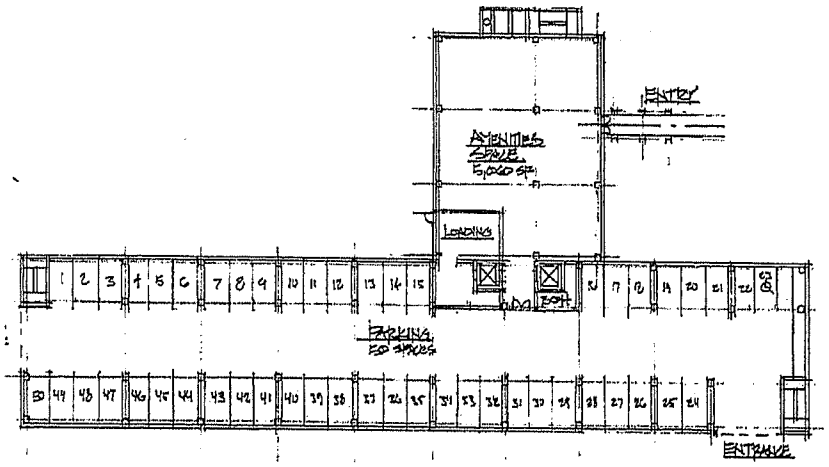
COLEMAN MILL APARTMENTS

625 MAIN STREET SW · CONCORD, CABARRUS COUNTY, NORTH CAROLINA

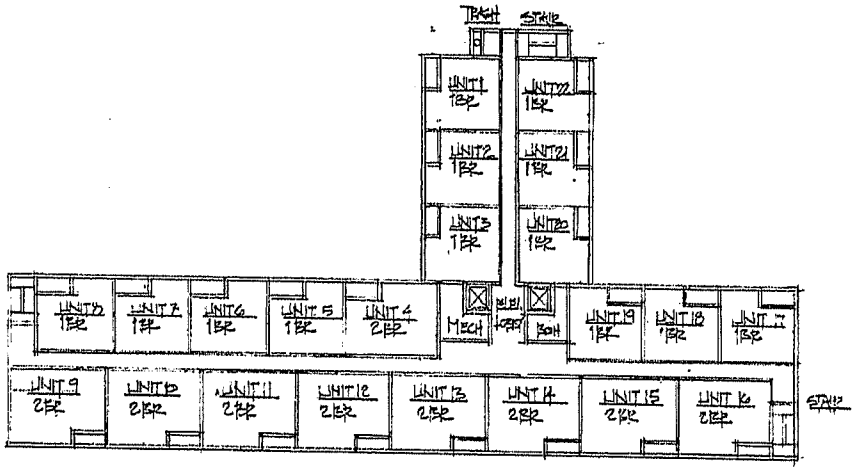
NTS

05/13/15

A3



NEW MILL - 1ST FLOOR



NEW MILL - 2ND-5TH FLOOR

NEW MILL - FLOOR PLANS

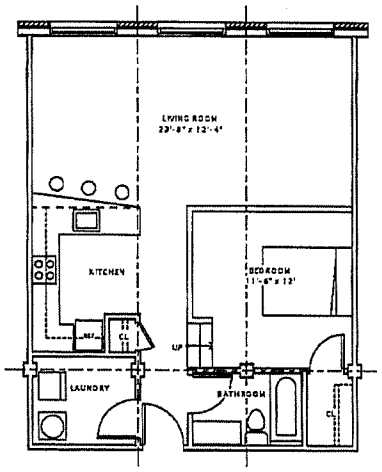
COLEMAN MILL APARTMENTS

625 MAIN STREET SW · CONCORD, CABARRUS COUNTY, NORTH CAROLINA

NTS

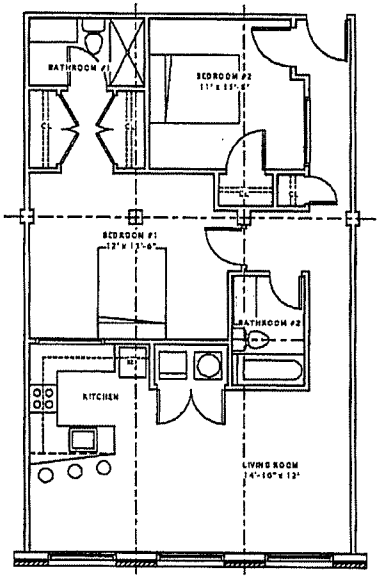
05/13/15

A4



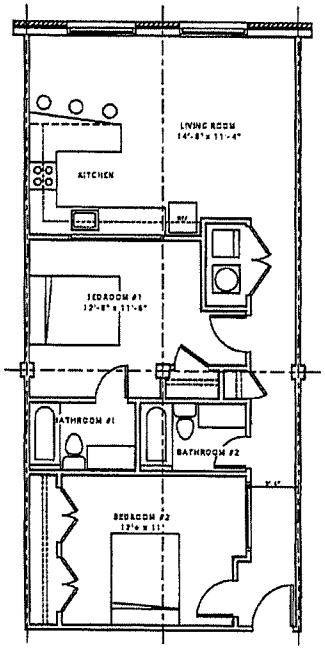
ONE BEDROOM - MILL

GROSS AREA: 749 SQ FT
RENTABLE AREA: 704 SQ FT



TWO BEDROOM - MILL

GROSS AREA: 968 SQ FT
RENTABLE AREA: 919 SQ FT



TWO BEDROOM - WAREHOUSE

GROSS AREA: 886 SQ FT
RENTABLE AREA: 842 SQ FT

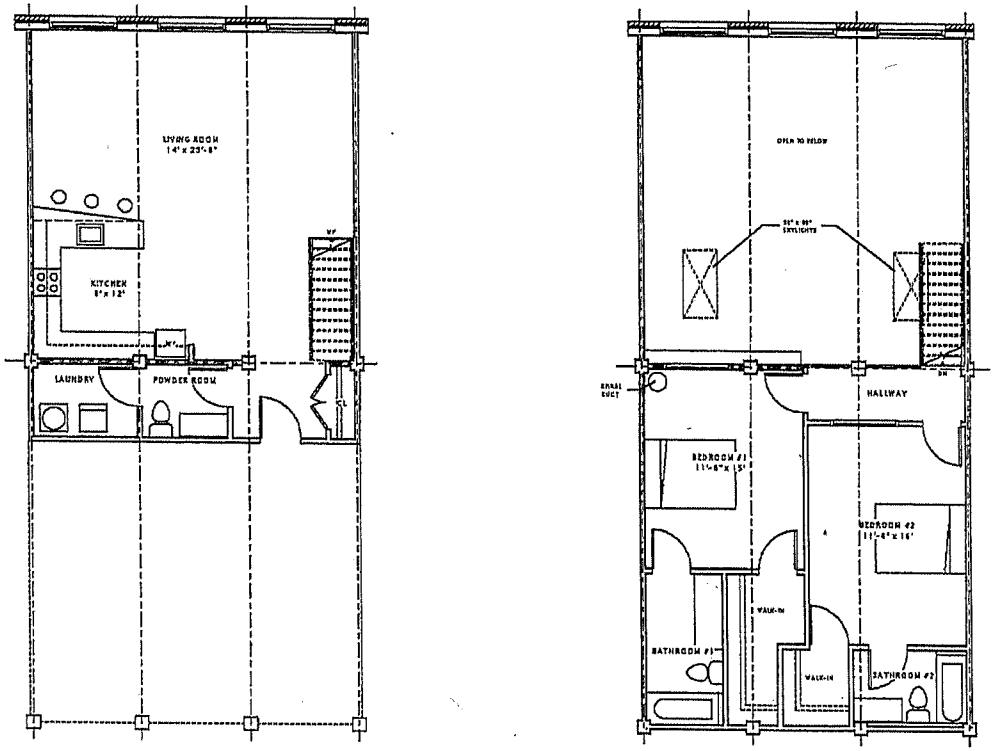
Unit Layouts

COLEMAN MILL APARTMENTS

625 MAIN STREET SW · CONCORD, CABARRUS COUNTY, NORTH CAROLINA

NTS ON 11 x 17 SHEETS
05/13/15

A5



1/A6 MILL LOFT - LOWER & UPPER LEVELS
SCALE: 1/4" = 1'-0"

GROSS AREA: 749 SQ FT + 642 SQ FT = 1391 SQ FT
RENTABLE AREA: 704 SQ FT + 618 SQ FT = 1322 SQ FT

Unit Layouts

COLEMAN MILL APARTMENTS

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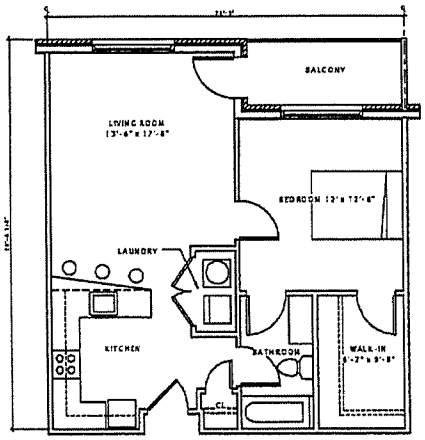
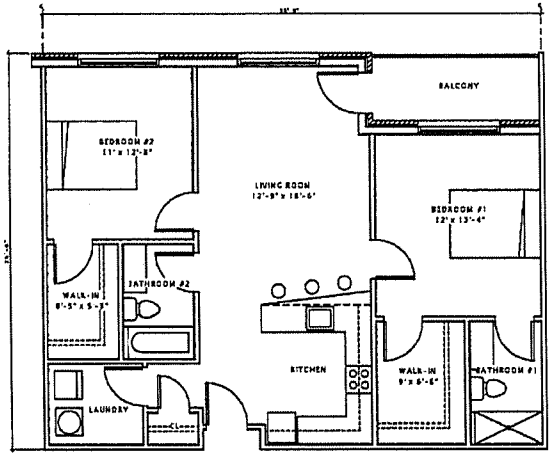
NTS ON 11 x 17 SHEETS
05/13/15

A6



1 A7 NEW MILL - ONE BEDROOM
SCALE: 1/4" = 1'-0"

GROSS AREA: 707 SQ FT
RENTABLE AREA: 651 SQ FT



2 A7 NEW MILL - TWO BEDROOM
SCALE: 1/4" = 1'-0"

GROSS AREA: 1002 SQ FT
RENTABLE AREA: 936 SQ FT

Unit Layouts

COLEMAN MILL APARTMENTS

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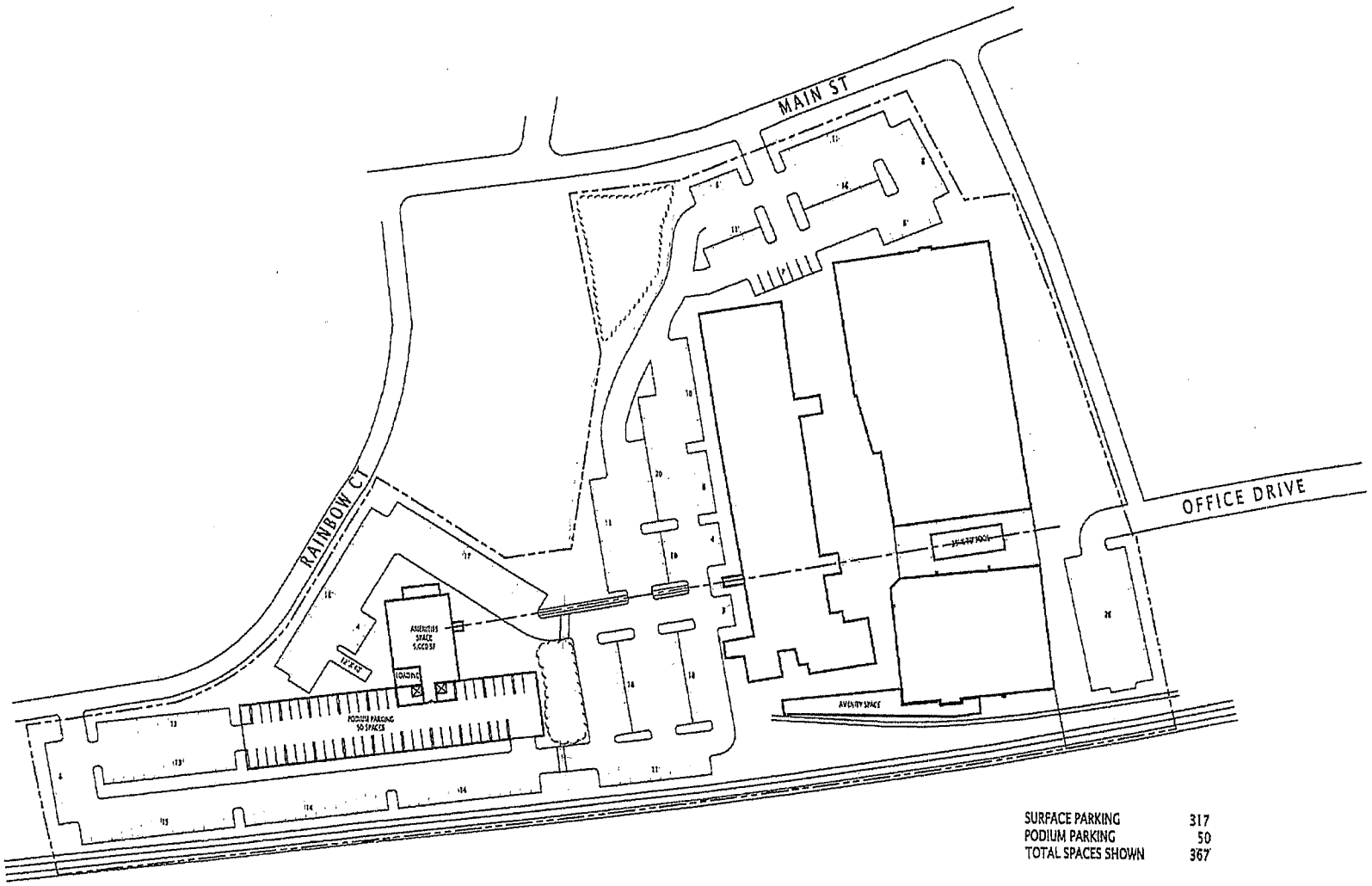
NTS ON 11 x 17 SHEETS
05/13/15

A7



SURFACE PARKING	317
PODIUM PARKING	50
TOTAL SPACES SHOWN	367

PARKING STUDY

COLEMAN MILL APARTMENTS

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NTS ON 11 x 17 SHEETS

05/13/15

A8

Coleman Mill

BASE UNIT MIX 5/13/2015

Building	Floor	One-Bedroom	Two-Bedroom	Total Units
Coleman Mill	First	16	11	27
	Second	17	12	29
	Third	4	22	26
	Bldg Total	**37**	**45**	**82**
East Warehouse	First	10	8	18
	Second	0	0	0
	Bldg Total	**10**	**8**	**18**
West Warehouse	First	15	15	30
	Second	14	12	26
	Bldg Total	**29**	**27**	**56**
New Mill	First	0	0	0
	Second	13	9	22
	Third	13	9	22
	Fourth	13	9	22
	Fifth	13	9	22
	Bldg Total	**52**	**36**	**88**
		128	**116**	**244**
Percent of Units		52.5%	47.5%	

UNIT MATRIX

COLEMAN MILL APARTMENTS

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NTS ON 11 x 17 SHEETS

05/13/15

A9

Some of the web versions of the Preservation Briefs differ somewhat from the printed versions. Many illustrations are new and in color; Captions are simplified and some complex charts are omitted. To order hard copies of the Briefs, see **Printed Publications**.

PRESERVATION BRIEFS

18

Rehabilitating Interiors in Historic Buildings: Identifying and Preserving Character-Defining Elements

H. Ward Jandl

Download the PDF

Detail of carving on interior shutter. Hammond-Harwood House, Annapolis, Maryland. Photo: NPS files.

A floor plan, the arrangement of spaces, and features and applied finishes may be individually or collectively important in defining the historic character of the building and the purpose for which it was constructed. Thus, their identification, retention, protection, and repair should be given prime consideration in every preservation project. Caution should be exercised in developing plans that would radically change character-defining spaces or that would obscure, damage or destroy interior features or finishes.

The interiors of mills and industrial buildings are frequently open, unadorned spaces with exposed structural elements. While these spaces can serve many new uses, the floor to ceiling height and exposed truss system are character-defining features that should be retained in rehabilitation. Photo: NPS files.

While the exterior of a building may be its most prominent visible aspect, or its "public face," its interior can be even more important in conveying the building's history and development over time. Rehabilitation within the context of the Secretary of the Interior's Standards for Rehabilitation calls for the preservation of exterior and interior portions or features of the building that are significant to its historic, architectural and cultural values.

Interior components worthy of preservation may include the building's plan (sequence of spaces and circulation patterns), the building's spaces (rooms and volumes), individual architectural features, and the various finishes and materials that make up the walls, floors, and ceilings. A theater auditorium or sequences of rooms such as double parlors or a lobby leading to a stairway that ascends to a mezzanine may comprise a building's most important spaces. Individual rooms may contain notable features such as plaster cornices, millwork, parquet wood floors, and hardware. Paints, wall coverings, and finishing techniques such as graining, may provide color, texture, and patterns which add to a building's unique character.

Virtually all rehabilitations of historic buildings involve some degree of interior alteration, even if the buildings are to be used for their original purpose. Interior rehabilitation proposals may range from preservation of existing features and spaces to total reconfigurations. In some cases, depending on the building, restoration may be warranted to preserve historic character adequately; in other cases, extensive alterations may be perfectly acceptable.

Not only are the features of this early 20th century interior worthy of preservation, the planned sequence of spaces impart a grandeur that is characteristic of high style residences of the period. Photo: Jack E. Boucher, HABS collection.

This Preservation Brief has been developed to assist building owners and architects in identifying and evaluating those elements of a building's interior that contribute to its historic character and in planning for the preservation of those elements in the process of rehabilitation. The guidance applies to all building types and styles, from 18th century churches to 20th century office buildings. The Brief does not attempt to provide specific advice on preservation techniques and treatments, given the vast range of buildings, but rather suggests general preservation approaches to guide construction work.

Identifying and Evaluating the Importance of Interior Elements Prior to Rehabilitation

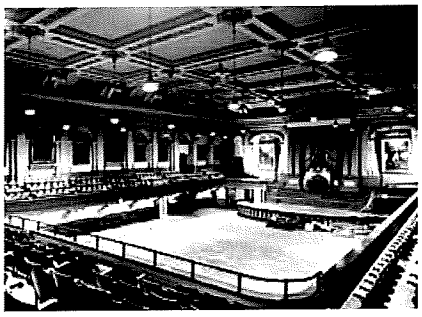
Before determining what uses might be appropriate and before drawing up plans, a thorough professional assessment should be undertaken to identify those tangible architectural components that, prior to rehabilitation, convey the building's sense of time and place—that is, its "historic character." Such an assessment, accomplished by walking through and taking account of each element that makes up the interior, can help ensure that a truly compatible use for the building, one that requires minimal alteration to the building, is selected.

Researching The Building's History

A review of the building's history will reveal why and when the building achieved significance or how it contributes to the significance of the district. This information helps to evaluate whether a particular rehabilitation treatment will be appropriate to the building and whether it will preserve those tangible components of the building that convey its significance for association with specific events or persons along with its architectural importance. In this regard, National Register files may prove useful in explaining why and for what period of time the building is significant. In some cases research may show that later alterations are significant to the building; in other cases, the alterations may be without historical or architectural merit, and may be removed in the rehabilitation.

Identifying Interior Elements

Interiors of buildings can be seen as a series of primary and secondary spaces. The goal of the assessment is to identify which elements contribute to the building's character and which do not. Sometimes it will be the sequence and flow of spaces, and not just the individual rooms themselves, that contribute to the building's character. This is particularly evident in buildings that have strong central axes or those that are consciously asymmetrical in design. In other cases, it may be the size or shape of the space that is distinctive.



Many institutional buildings possess distinctive spaces or floor plans that are important in conveying the significance of the property. This grand hall, which occupies the entire floor of the building, could not be subdivided without destroying the integrity of the space. Photo: NPS files.

The importance of some interiors may not be readily apparent based on a visual inspection; sometimes rooms that do not appear to be architecturally distinguished are associated with important persons and events that occurred within the building.

Primary spaces, are found in all buildings, both monumental and modest. Examples may include foyers, corridors, elevator lobbies, assembly rooms, stairhalls, and parlors. Often they are the places in the building that the public uses and sees; sometimes they are the most architecturally detailed spaces in the building, carefully proportioned and finished with costly materials. They may be functionally and architecturally related to the building's external appearance. In a simpler building, a primary space may be distinguishable only by its location, size, proportions, or use. Primary spaces are always important to the character of the building and should be preserved.

Secondary spaces are generally more utilitarian in appearance and size than primary spaces. They may include areas and rooms that service the building, such as bathrooms, and kitchens. Examples of secondary spaces in a commercial or office structure may include storerooms, service corridors, and in some cases, the offices themselves. Secondary spaces tend to be of less importance to the building and may accept greater change in the course of work without compromising the

The interior of this 19th worker's house has not been properly maintained, but it may be as important historically as a richly ornamented interior. Its wide baseboards, flat window trim, and four-panel door should be carefully preserved in a rehabilitation project. Photo: NPS files.

building's historic character.

Spaces are often designed to interrelate both visually and functionally. The sequence of spaces, such as vestibule-hall-parlor or foyer-lobby-stair-auditorium or stairhall-corridor-classroom, can define and express the building's historic function and unique character. Important sequences of spaces should be identified and retained in the rehabilitation project.

Floor plans may also be distinctive and characteristic of a style of architecture or a region. Examples include Greek Revival and shotgun houses. Floor plans may also reflect social, educational, and medical theories of the period. Many 19th century psychiatric institutions, for example, had plans based on the ideas of Thomas Kirkbride, a Philadelphia doctor who authored a book on asylum design.

In addition to evaluating the relative importance of the various spaces, the assessment should identify architectural features and finishes that are part of the interior's history and character. Marble or wood wainscoting in corridors, elevator cabs, crown molding, baseboards, mantels, ceiling medallions, window and door trim, tile and parquet floors, and staircases are among those features that can be found in historic buildings. Architectural finishes of note may include grained woodwork, marbleized columns, and plastered walls. Those features that are characteristic of the building's style and period of construction should, again, be retained in the rehabilitation.

Features and finishes, even if machine-made and not exhibiting particularly fine craftsmanship, may be character defining; these would include pressed metal ceilings and millwork around windows and doors. The interior of a plain, simple detailed worker's house of the 19th century may be as important historically as a richly ornamented, high-style townhouse of the same period. Both resources, if equally intact, convey important information about the early inhabitants and deserve the same careful attention to detail in the preservation process.

The location and condition of the building's existing heating, plumbing, and electrical systems also need to be noted in the assessment. The visible features of historic systems—radiators, grilles, light fixtures, switchplates, bathtubs, etc.—can contribute to the overall character of the building, even if the systems themselves need upgrading.

Assessing Alterations and Deterioration

In assessing a building's interior, it is important to ascertain the extent of alteration and deterioration that may have taken place over the years; these factors help determine what degree of change is appropriate in the project. Close examination of existing fabric and original floorplans, where available, can reveal which alterations have been additive, such as new partitions inserted for functional or structural reasons and historic features covered up rather than destroyed. It can also reveal which have been subtractive, such as key walls removed and architectural features destroyed. If an interior has been modified by additive changes and if these changes have not acquired significance, it may be relatively easy to remove the alterations and return the interior to its historic appearance. If an interior has been greatly altered through subtractive changes, there may be more latitude in making further alterations in the process of rehabilitation because the integrity of the interior has been compromised. At the same time, if the interior had been exceptionally significant, and solid documentation on its historic condition is available, reconstruction of the missing features may be the preferred option.

This corridor has glazed walls, oak trim, and marble wainscotting, typical of those found in the late 19th and early 20th century office buildings. Corridors such as this, displaying simple detailing, should be a priority in rehabilitation

It is always a recommended practice to photograph interior spaces and features thoroughly prior to rehabilitation. Measured floor plans showing the existing conditions are extremely useful. This documentation is invaluable in drawing up rehabilitation plans and specifications and in assessing the impact of changes to the property for historic preservation certification purposes.

Drawing Up Plans and Executing Work

If the historic building is to be rehabilitated, it is critical that the new use not require substantial alteration of distinctive spaces or removal of character-defining architectural features or finishes. If an interior loses the physical vestiges of its past as well as its historic function, the sense of time and place associated both with the building and the district in which it is located is lost.

The recommended approaches that follow address common problems associated with the rehabilitation of historic interiors and have been adapted from the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings. Adherence to these suggestions can help ensure that character-defining interior elements are preserved in the process of rehabilitation. The checklist covers a range of situations and is not intended to

projects involving commercial buildings. Photo: NPS files.

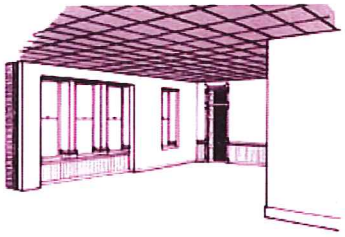
be all-inclusive. Readers are strongly encouraged to review the full set of guidelines before undertaking any rehabilitation project.

Recommended Approaches for Rehabilitating Historic Interiors

1. Retain and preserve floor plans and interior spaces that are important in defining the overall historic character of the building. This includes the size, configuration, proportion, and relationship of rooms and corridors; the relationship of features to spaces; and the spaces themselves such as lobbies, reception halls, entrance halls, double parlors, theaters, auditoriums, and important industrial or commercial use spaces. Put service functions required by the building's new use, such as bathrooms, mechanical equipment, and office machines, in secondary spaces.

2. Avoid subdividing spaces that are characteristic of a building type or style or that are directly associated with specific persons or patterns of events. Space may be subdivided both vertically through the insertion of new partitions or horizontally through insertion of new floors or mezzanines. The insertion of new additional floors should be considered only when they will not damage or destroy the structural system or obscure, damage, or destroy character-defining spaces, features, or finishes. If rooms have already been subdivided through an earlier insensitive renovation, consider removing the partitions and restoring the room to its original proportions and size.

3. Avoid making new cuts in floors and ceilings where such cuts would change character-defining spaces and the historic configuration of such spaces. Inserting of a new atrium or a lightwell is appropriate only in very limited situations where the existing interiors are not historically or architecturally distinguished.



Furring out exterior walls to add insulation and suspending new ceilings to hide ductwork can change a room's proportions and cause interior features to appear fragmented. The interior character of this school classroom that was converted to apartment use has been destroyed. Drawing: Neal A. Vogel

4. Avoid installing dropped ceilings below ornamental ceilings or in rooms where high ceilings are part of the building's character. In addition to obscuring or destroying significant details, such treatments will also change the space's proportions. If dropped ceilings are installed in buildings that lack character-defining spaces, such as mills and factories, they should be well set back from the windows so they are not visible from the exterior.

5. Retain and preserve interior features and finishes that are important in defining the overall historic character of the building. This might include columns, doors, cornices, baseboards, fireplaces and mantels, paneling, light fixtures, elevator cabs, hardware, and flooring; and wallpaper, plaster, paint, and finishes such as stenciling, marbleizing, and graining; and other decorative materials that accent interior features and provide color, texture, and patterning to walls, floors, and ceilings.

6. Retain stairs in their historic configuration and to location. If a second means of egress is required, consider constructing new stairs in secondary spaces. The application of fire-retardant coatings, such as intumescent paints; the installation of fire suppression systems, such as sprinklers; and the construction of glass enclosures can in many cases permit retention of stairs and other character-defining features.

7. Retain and preserve visible features of early mechanical systems that are important in defining the overall historic character of the building, such as radiators, vents, fans, grilles, plumbing fixtures, switchplates, and lights. If new heating, air conditioning, lighting and plumbing systems are installed, they should be done in a way that does not destroy character-defining spaces, features and finishes. Ducts, pipes, and wiring should be installed as inconspicuously as possible: in secondary spaces, in the attic or basement if possible, or in closets.

8. Avoid "furring out" perimeter walls for insulation purposes. This requires unnecessary removal of window trim and can change a room's proportions. Consider alternative means of improving thermal performance, such as installing insulation in attics and basements and adding storm windows.

Plaster has been removed from perimeter walls, leaving brick exposed. The plaster should have been retained and repaired, as necessary. Photo: NPS files.

9. Avoid removing paint and plaster from traditionally finished surfaces, to expose masonry and wood. Conversely, avoid painting previously unpainted millwork. Repairing deteriorated plasterwork is encouraged. If the plaster is too deteriorated to save, and the walls and ceilings are not highly ornamented, gypsum board may be an acceptable replacement material. The use of paint colors appropriate to the period of the building's construction is encouraged.

10. Avoid using destructive methods—propane and butane torches or sandblasting—to remove paint or other coatings from historic features. Avoid harsh cleaning agents that can change the appearance of wood.

Meeting Building, Life Safety and Fire Codes

Buildings undergoing rehabilitation must comply with existing building, life safety and fire codes. The application of codes to specific projects varies from building to building, and town to town. Code requirements may make some reuse proposals impractical; in other cases, only minor changes may be needed to bring the project into compliance. In some situations, it may be possible to obtain a code variance to preserve distinctive interior features. (It should be noted that the Secretary's Standards for Rehabilitation take precedence over other regulations and codes in determining whether a rehabilitation project qualifies for Federal tax benefits.) A thorough understanding of the applicable regulations and close coordination with code officials, building inspectors, and fire marshals can prevent the alteration of significant historic interiors.

Sources of Assistance

Rehabilitation and restoration work should be undertaken by professionals who have an established reputation in the field.

Given the wide range of interior work items, from ornamental plaster repair to marble cleaning and the application of graining, it is possible that a number of specialists and subcontractors will need to be brought in to bring the project to completion. State Historic Preservation Officers and local preservation organizations may be a useful source of information in this regard. Good sources of information on appropriate preservation techniques for specific interior features and finishes include the Bulletin of the Association for Preservation Technology and The Old-House Journal; other useful publications are listed in the bibliography.

Protecting Interior Elements During Rehabilitation

Architectural features and finishes to be preserved in the process of rehabilitation should be clearly marked on plans and at the site. This step, along with careful supervision of the interior demolition work and protection against arson and vandalism, can prevent the unintended destruction of architectural elements that contribute to the building's historic character.

Protective coverings should be installed around architectural features and finishes to avoid damage in the course of construction work and to protect workers. Staircases and floors, in particular, are subjected to dirt and heavy wear, and the risk exists of incurring costly or irreparable damage. In most cases, the best, and least costly, preservation approach is to design and construct a protective system that enables stairs and floors to be used yet protects them from damage. Other architectural features such as mantels, doors, wainscoting, and decorative finishes may be protected by using heavy canvas or plastic sheets.

Summary and References

In many cases, the interior of a historic building is as important as its exterior. The careful identification and evaluation of interior architectural elements, after undertaking research on the building's history and use, is critically important before changes to the building are contemplated. Only after this evaluation should new uses be decided and plans be drawn up. The best rehabilitation is one that preserves and protects those rooms, sequences of spaces, features and finishes that define and shape the overall historic character of the building.

After rehabilitation, this severly deteriorated space was returned to its original elegance. Plaster was repaired and repainted; scagliola colums were restored to match marble; and missing decorative metalwork was re-installed in front of the windows. Photo: Carol M. Highsmith.

Acknowledgements

This Preservation Brief is based on a discussion paper prepared by the author for a National Park Service regional workshop held in March, 1987, and on a paper written by Gary Hume, "Interior Spaces in Historic Buildings," October, 1987. Appreciation is extended to the staff of Technical Preservation Services Branch and to the staff of NPS regional offices who reviewed the manuscript and provided many useful suggestions.

This publication has been prepared pursuant to the National Historic Preservation Act of 1966, as amended, which directs the Secretary of the Interior to develop and make available information concerning historic properties. Technical Preservation Services (TPS), National Park Service prepares standards, guidelines, and other educational materials on responsible historic preservation treatments for a broad public.

October 1988

Reading List

There are few books written exclusively on preserving historic interiors, and most of these tend to focus on residential interiors. Articles on the subject appear regularly in The Old-House Journal, the Bulletin of the Association for Preservation Technology, and Historic Preservation Magazine.

Ferro, Maximilian L., and Melissa L. Cook. *Electric Wiring and Lighting in Historic American Buildings*. New Bedford, Massachusetts: AFC/A Nortek Company, 1984.

Fisher, Charles E. "Temporary Protection of Historic Stairways During Rehabilitation Work." *Preservation Tech Note*. Washington, D.C.: Preservation Assistance Division, National Park Service, U.S. Department of the Interior, 1985.

Jennings, Jan, and Herbert Gottfried. *American Vernacular Interior Architecture 1870–1940*. New York: Van Nostrand Reinhold Company, 1988.

Johnson, Ed. *Old House Woodwork Restoration: How to Restore Doors, Windows, Walls, Stairs and Decorative Trim to Their Original Beauty*. Englewood Cliffs, New Jersey: Prentice-Hall, Inc., 1983.

Labine, Clem, and Carolyn Flaherty (editors). *The Old-House Journal Compendium*. Woodstock, New York: The Overlook Press, 1980.

The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings. Washington, D.C.: Preservation Assistance Division, National Park Service, U.S. Department of the Interior, rev. 1983.

U.S. Department of Housing and Urban Development. *Rehabilitation Guidelines, volume 111*. Washington, D.C.: U.S. Department of Housing and Urban Development, 1980-84.

Winkler, Gail Caskey, and Roger W. Moss. *Victorian Interior Decoration: American Interiors 1830-1900*. New York: Henry Holt and Company, 1986.

National Park Service
U.S. Department of the Interior

Technical Preservation Services

ITS Number 22

Interpreting The Secretary of the Interior's Standards for Rehabilitation

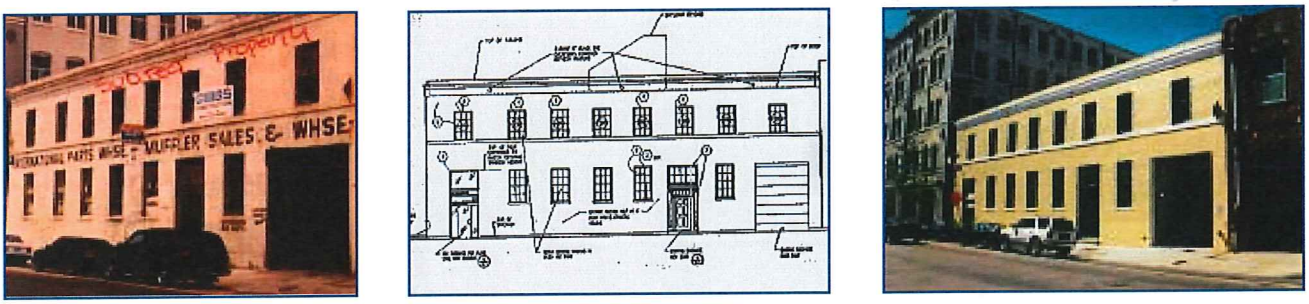
Subject: Adding New Entrances to Historic Buildings

Applicable Standards:
2. Retention of Historic Character
9. Compatible New Additions/Alterations

Issue: The rehabilitation of a historic building may sometimes require the addition of another or a second entrance on a primary facade, or the introduction of an entrance on an elevation that historically did not have one. Another entrance is most commonly needed when the building will have multiple uses after rehabilitation, for example, commercial or office use on the first floor with apartments upstairs, for which a separate entrance may be required for the residents. A new entrance may also be needed on what was originally a secondary elevation but which has assumed greater importance over time or with the new use.

Generally, to meet the Standards, a new entrance should be simple in design; it should not appear historic; it should blend in with the historic facade; and it should be unobtrusive and modestly scaled. Adding a new entryway on a secondary elevation of a building should not give that elevation excessive prominence, nor should it 'reorient' the building or detract from the historic entrance. In other words, the historic front of the building should still read clearly as the primary entrance. Although it is always preferable that a new entrance be added to a rear or side elevation, in some instances a new entrance may be added on a primary elevation in a manner that is compatible with the character of the historic building.

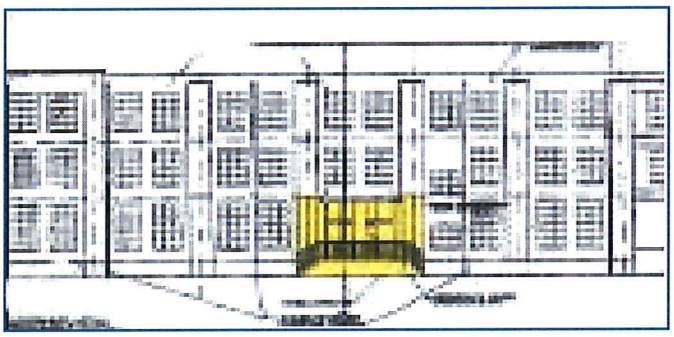
Application 1 *(Compatible treatment)*: This two-story, eight-bay masonry structure was built in 1886 as an ice manufacturing plant. Originally constructed with only one entryway, a garage door had been added later when the building served as a warehouse. As part of the building's conversion into offices, a second pedestrian entrance was added to the street elevation during the rehabilitation to make it easier to get to some of the offices. The size of the new opening is the same as that of the existing historic entrance. But, the new entrance is almost entirely glazed, and consists of a simple butt-mounted glass door with sidelights, and a single-light transom. It is clearly a compatible, contemporary design that does not draw attention to itself. It cannot be confused with the historic entrance, and it does not change the character of the building. Thus, it meets the Standards.



This building was constructed with a single pedestrian entrance in 1886, and a garage door was added later (left). When the building was rehabilitated for office use, an existing window was removed from the end bay and replaced with a new glazed entryway (center and right).

Application 2 (*Compatible treatment*): A larger, free-standing, three-story warehouse building constructed in 1922, with a 1940s addition, was to be rehabilitated into commercial and retail spaces on the first floor with residential apartments on the upper floors. The building featured a loading dock on one side and three utilitarian, non-significant entrances on various elevations. As part of the rehabilitation a new entrance was proposed to be added on a side of the building that never had an entrance. An entrance on this elevation would improve visibility and access to the new shops and businesses, and it would also help increase security for the upstairs apartments since existing entrances could be restricted for residential tenant use. Accordingly, a new glass and steel entryway which reflects the industrial character of the building and its historic metal windows was designed for this side of the building. The new entrance is compatible with the character of the historic building. It is unobtrusive and it does not noticeably impact or change the appearance of this elevation or of the warehouse building as a whole.

This historic warehouse had entrances on three elevations of the building prior to rehabilitation.



A compatible, new entrance was added to the fourth side of the building during rehabilitation.

Anne Grimmer, Technical Preservation Services, National Park Service

National Park Service
U.S. Department of the Interior
Technical Preservation Services

ITS
NUMBER 55

Interpreting
The Secretary of the Interior's Standards for Rehabilitation

Subject: Retaining Industrial Character in Historic Buildings

Applicable Standards:
1. Compatible Use
2. Retention of Historic Character
5. Preservation of Distinctive Features, Finishes, and Craftsmanship

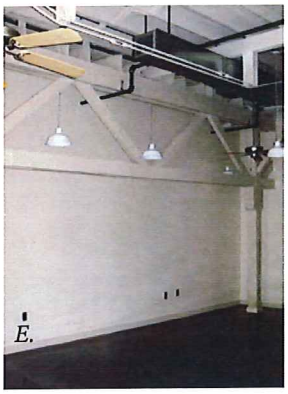
Issue: Derelict industrial structures that are no longer needed or suited for their intended purpose are often rehabilitated for new uses. Industrial buildings typically consist of large open spaces. The interiors are usually unfinished with exposed brick walls, exposed beams, structural columns and ceiling trusses. In some cases, it can be challenging to preserve these features that are so crucial in defining the historic character of these buildings, particularly when the new use may be very different from the original. The first thing that must be considered when planning to rehabilitate an industrial building is that the proposed new use must be compatible with its historic character to meet Standard 1 of the Secretary of the Interior's Standards for Rehabilitation. If an appropriate new use is chosen and the rehabilitation is undertaken in accordance with the Standards, the new use will result in retention of historic character and preservation of distinctive features, finishes and craftsmanship.

Above: The historic bus barn before rehabilitation.
Below: The historic bus barn after conversion to a grocery store. A butt glazed storefront was installed in the former garage bays to retain the sense of openness.

Application 1 (*Compatible treatment*): This historic car barn was built c. 1893, originally to house streetcars and remained in use until it was closed in the 1990s when a new facility was constructed. After years of disuse, it was proposed to be converted into a grocery store. The sheer size and volume of the interior proved to be a good match for the new use. The car barn was large enough that the grocery store itself could fit into the front half of the building, leaving the rear portion available for parking. The openness and immense height of the interior with its exposed metal structural system contributes to the market's appeal and is also ideal for the parking area which, after all, was the building's original use. New corrugated metal replaced the rusted historic metal sheathing on the exterior. The large historic vehicular openings on the back allow access to the parking and also provide ventilation. The vehicular doors on the front were infilled with a butt glass storefront system to retain the open appearance the building had historically. This project meets the Standards.

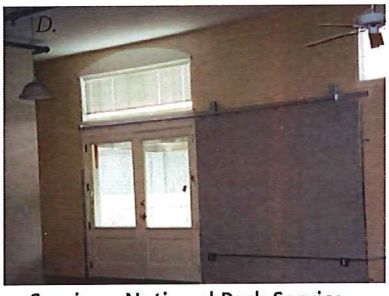
Left and Right: *The exposed trusses on the interior, both in the parking area and in the grocery store, emphasize the structure's industrial character.*

Application 2 (*Compatible treatment*): This small brick garment factory was constructed c. 1930 with later expansions. After being vacant for many years the building was rehabilitated as low-to-moderate income residential units. The character-defining industrial metal windows were retained where possible, while those that were deteriorated beyond repair were replaced to match the existing. Bricked-up windows were reopened and matching windows were installed. The simple metal canopy over the entrance in the front was retained and the deteriorated corrugated metal siding on one elevation was replaced to match. The industrial nature of the building is also clearly evidenced on the interior in the exposed wood ceiling and metal trusses. Even the large fans that cooled the sewing area of the factory were incorporated as decorative elements in a fence at the rear of the building. This project has preserved the industrial character of the structure and meets the Standards.



Clockwise from top:
A. The early-twentieth century garment factory before rehabilitation.
B. After rehabilitation, historic windows shine again after repair and paint removal. New windows have been installed in bricked-up openings and new matching windows have replaced historic windows too deteriorated to repair.
C. Old fans have been reused decoratively as part of a fence around the parking lot.
D & E. Accented by new industrial lighting fixtures, the historic character of the interior is clearly expressed in the exposed wood and steel beams and trusses, as well as in the original concrete floor.

Application 3 (*Compatible treatment*): A group of early-twentieth century factory buildings, the oldest of which dates to c. 1908, was rehabilitated into a multi-use residential, retail and commercial complex. As part of the rehabilitation, the existing windows--both wood and metal--were retained and repaired or, where necessary, replaced to match. Compatible, partially-glazed infill was installed in many of the loading dock openings on the first floor. An existing corrugated metal industrial bridge connecting two buildings was retained and the ruined walls of a fire-damaged structure were also retained as part of the complex. On the interior, mushroom-capped columns and the unfinished cast concrete ceiling were left exposed throughout. Historic metal fire doors were also kept and secured in an open position. This project, too, meets the Standards.



Clockwise from left:
A. After rehabilitation, this section of the factory complex includes a restaurant and shops on the first floor with apartments on the upper floors. Partially-glazed infill in the loading door openings is compatible with the character of the building. B & C. The historic industrial bridge was retained, as were the ruins of walls that remained after a fire. D & E. The industrial nature of the interior is evident in the mushroom-capped cast concrete columns and the fire doors that remain in several of the buildings.

Anne Grimmer, Technical Preservation Services, National Park Service

National Park Service
U.S. Department of the Interior

Technical Preservation Services

ITS
Number 44

Interpreting
The Secretary of the Interior's Standards for Rehabilitation

Subject: Subdividing Significant Historic Interior Spaces

Applicable Standards:

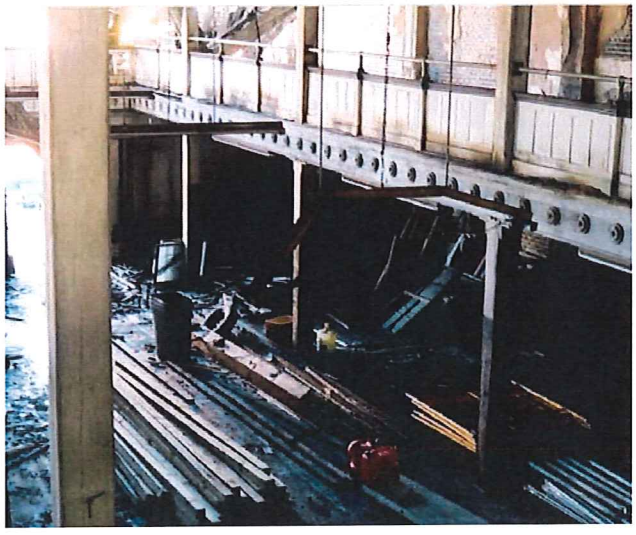
2. Retention of Historic Character
5. Preservation of Distinctive Features, Finishes, and Craftsmanship

Issue: It is often necessary as part of a rehabilitation project to subdivide a multi-story space in a historic building to meet requirements for the new use. Large, significant, character-defining interior spaces can be either formal spaces, such as those in churches, auditoriums, retail and department stores, or rougher, less finished spaces, such as those found in industrial or warehouse buildings, barns and gymnasiums. Subdivision of such spaces must preserve their character-defining aspects in order to meet the Secretary of the Interior's Standards for Rehabilitation.

Left: This three-story building (shown after rehabilitation) was constructed in 1923 for use as a department store.

Prior to rehabilitation the one and one-half story space and mezzanine (above and below) were in poor condition after years of neglect.

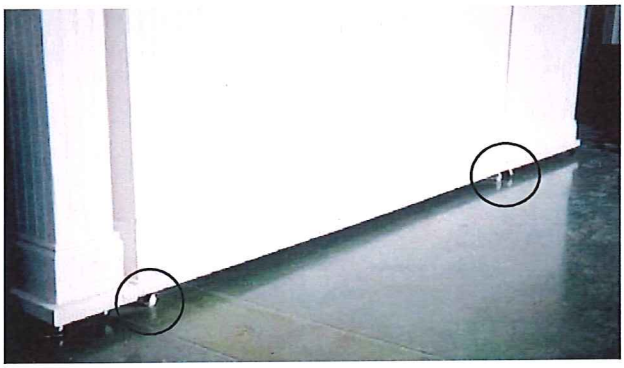
Application *(Compatible treatment):* This three-story building, originally constructed in 1923 as a department store with retail and warehouse space, was rehabilitated for commercial and residential use. The upper floors



were converted into low- and moderate-income rental apartments and the first floor served as commercial and office space. The building featured a dramatic one- and one-half story open space on the first floor with a large staircase at the rear which led to a mezzanine that encircled the room. This space had served as the showroom for the former department store. Although the features and finishes of the space were quite deteriorated prior to rehabilitation, the space was still significant and crucial in defining the historic character of the building.

In order to adapt the space to accommodate the tenant's large staff, the project architect designed simple beaded board office cubicles with low walls, and open to the ceiling. The tops of the walls of the cubicles stop well below the bottom of the mezzanine, which permits the one and one-half story space to retain its openness. The low walls provide privacy for the staff yet still allow the space to be perceived in its entirety from the first floor as well as from the mezzanine. This treatment meets the Standards.

Although low-walled office cubicles were inserted on the first floor during the rehabilitation, the character-defining aspect of the space itself, as well as its primcipal features, the mezzanine and the grand staircase, are still clearly perceived (above and below).



Detail. Casters on the bottom of the cubicle partitions allow them to be moved around or removed from the space.

Anne Grimmer, Technical Preservation Services, National Park Service

National Park Service
U.S. Department of the Interior

Technical Preservation Services
National Center for Cultural Resources

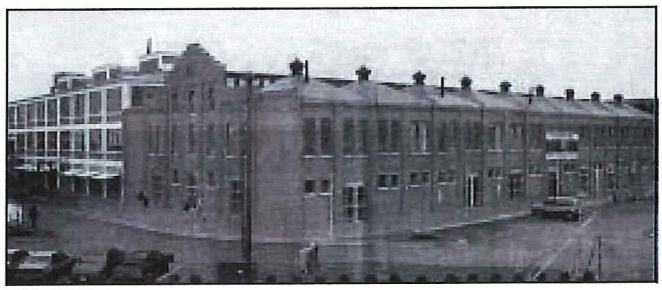
ITS Number 15

Interpreting The Secretary of the Interior's Standards for Rehabilitation

Subject: Treatment of Interiors in Industrial Buildings

Applicable Standards: 2. Retention of Historic Character
5. Preservation of Distinctive Features, Finishes and Craftsmanship

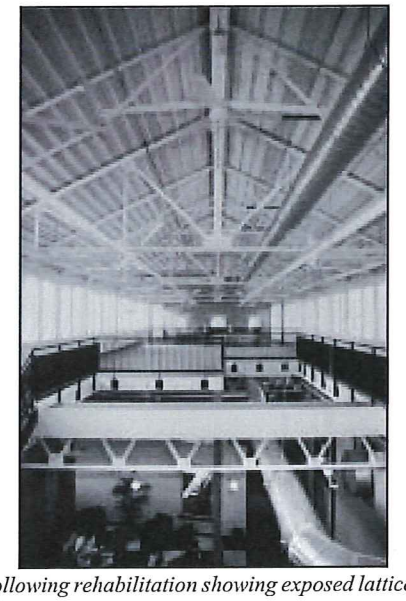
Issue: Industrial buildings with their expansive interior spaces offer great flexibility and exciting possibilities for rehabilitation within the framework of the existing structure. The interiors of these utilitarian buildings should not be regarded as devoid of character or as an open slate for the creation of an interior that could be found in any modern office or commercial building. The structural systems, open spaces and finishes are important character defining features of this resource type. The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings call for the retention and preservation not only of the exterior architectural features, but the distinctive interior spaces, features and finishes. This issue is illustrated in the successful rehabilitation of two industrial buildings that are part of larger complexes.



Tin can factory following rehabilitation.

Application 1 *(Compatible Treatment)*: This 1895, three-story brick warehouse with its stepped gable façade, corrugated metal monitor roof and distinctive ventilators was originally built as a tin can manufacturing plant. The long vacant building was recently rehabilitated for use as research and office space for the world headquarters of a major manufacturing company. The creative design used in the rehabilitation for the interior underscored the building's industrial character by using materials, such as corrugated metal walls, steel beams and exposed wooden columns. Any required partitions were constructed to retain an open view of the character-defining latticed I-beams and metal trusses. The windows in the roof monitor over the center aisle were reopened and restored. The result is an open, contemporary office space that successfully retains the character of this utilitarian building.

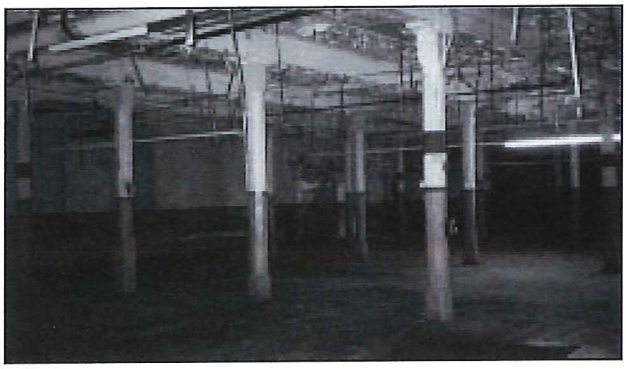
Second and third floor truss system before rehabilitation.



Interior following rehabilitation showing exposed latticed I-beams and metal trusses.

Application 2 *(Compatible Treatment)*:
This monumental, three-story mill building with its prominent four-story, mansard roofed stair towers is more than 400 feet in length. Constructed from 1878 to 1881, this building serves as the entry to a former flour/cotton mill complex. Recently, this mill building was rehabilitated as part of a mixed-use residential and commercial complex. While the exterior of this imposing building is highly ornamented, the interior was historically utilitarian manufacturing space characterized by exposed brick walls, wooden-chamfered posts, beams and planking, void of any decorative detail. The rehabilitation retained these character-defining features while accommodating the necessary subdivision of the large expanses of space for the new use. The large number of columns were retained by leaving some free standing in hallways and public spaces, while many remain visible engaged as part of partitions. The exposed beams, original flooring and exposed brick also preserves the industrial character of the mill's interior in the new use.

1878-1881 Textile Mill



Exposed structure of the mill building prior to rehabilitation.

Interior after rehabilitation retains the exposed structure and finishes characteristic of the mill building with subdivision of the space for the new use.

JoEllen Hensley, Technical Preservation Services, National Park Service

National Park Service
U.S. Department of the Interior

Technical Preservation Services

ITS
NUMBER 39

Interpreting
The Secretary of the Interior's Standards for Rehabilitation

Subject: Changes to Historic Site

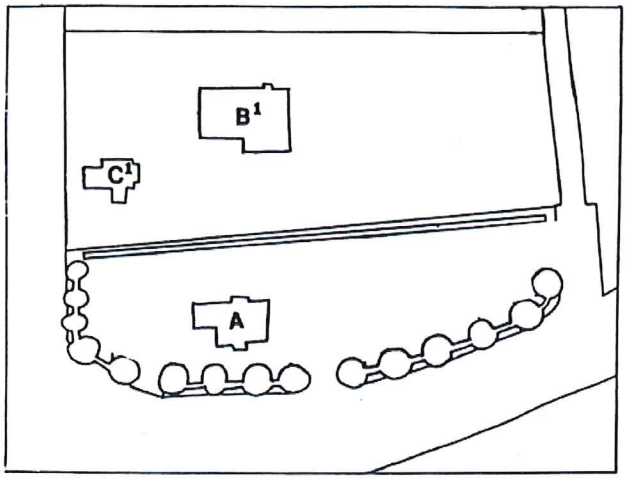
Applicable Standards:
1. Compatible Use
2. Retention of Historic Character

Issue: The site of a historic building is usually an essential feature in defining its historic character. Accordingly, the Secretary of the Interior's Standards for Rehabilitation require that a rehabilitation involve minimal change to the defining characteristics of a building and its site and environment. The Guidelines for Rehabilitating Historic Buildings stress that site changes such as locating new parking lots adjacent to historic buildings and other landscape changes can impair the defining characteristics of a property. The Guidelines also note that moving buildings onto the site of a historic building can create a false historical appearance. Such major changes can result in an overall rehabilitation that fails to meet the Secretary's Standards even when work on the historic building itself is not in question.

Application *(Incompatible treatment)*: A large, finely detailed Neo-Classical mansion, built in 1900 and representing the wealth of prosperous mill owners, was listed individually in the National Register of Historic Places. Although the large lot on which it stood was overgrown prior to the start of the rehabilitation, the character of the house as an imposing suburban residence on a spacious lot had survived.

To convert the site into an office condominium complex, the owner moved a house from an adjacent lot with a similar setback and orientation, and set it in the front yard of the National Register-listed property. The moved building was turned to face the 1900 building, and a new parking lot was placed between the two structures. A smaller building from the adjacent property was also moved and sited at the rear of the 1900 building.

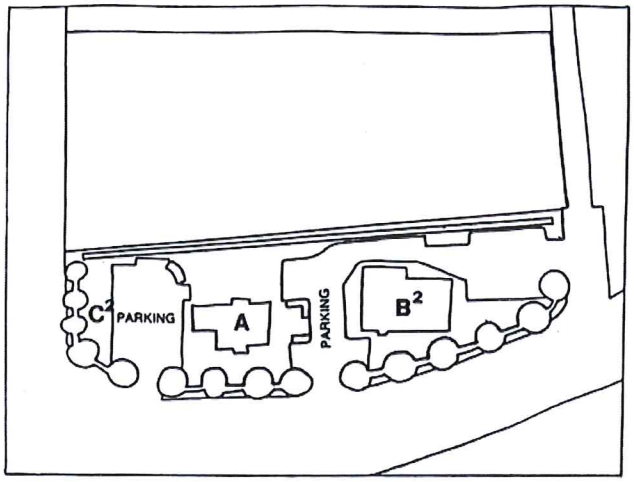
Although both of the moved buildings were saved from demolition, their relocation in the manner shown here has greatly altered the historic setting of the listed build-



Top: Although the site was overgrown, the character of this 1900 house as a large suburban residence had survived.

Bottom: Site plan before rehablitation. The 1900 house (A) stood alone on its lot. On the adjoining property stood another large house (B1) and a dependent cottage (C1)

ing. The central parking lot, has become a dominant new feature of the site. The historic building now appears as but one element in a new composition bearing little relationship to the historic appearance of the property. As a result, the historic character of the overall property has been greatly diminished, and the project does not meet the Standards.



Site plan after rehabilitation of buildings. The neighboring house was moved and turned around (B2) to face the 1900 building (A) across a new paved parking lot. The cottage associated with the moved house was relocated (C2) behind the 1900 building.

Turned 180 degrees, the moved building (B2) faces the historic one from a distance of 60 feet.

The new parking lot completes the drastic alteration of the setting. The second relocated structure (C2) can be seen through the porte-cochere at left.

Michael J. Auer, Technical Preservation Services, National Park Service

DATE: December 14, 2022

SUBJECT:

Certificate of Appropriateness Request:	H-25-22
Applicants:	Stephen and Dana Rohrer
Location of Subject Property:	113 Union Street N
PIN #:	5620-79-8008
Staff Report Prepared by:	Brad Lagano, Economic Development Manager

BACKGROUND

- The subject property at 113 Union Street N is designated as a "Pivotal" structure in the North Union Street Historic District (ca. 1890) (Exhibit A).
- "Highly significant, exceptionally well-preserved, two-story frame Queen Anne style residence, the best example of the style in Concord. House is enhanced by its prominent setting on a large, corner lot with a fine late nineteenth century ornamental iron fence. A particularly notable feature of the house is the variety of sawn and molded woodwork applied to its surface. Each of the house's several gables is covered with scalloped shingles and framed with decorative sawn and molded boards; scalloped shingles also cover the flared base of the house's second story. Above the second floor is a cut-out frieze with a repeating tree shape; a frieze with a sheaf-of-wheat pattern run along parts of the house's sides. The facade has a gable-front by projecting from the main roofline, and · a central balcony with richly ornamented woodwork sheltered by a projecting hip roof. The southern (left) portion of the well-detailed wrap-around porch was enclosed with latticed window sash typical of the bungalow style during the 1920s" (Exhibit A).
- Applicants' requested modification: "ex post facto" (after-the-fact) approval to stain the side of the rear yard fence facing the adjoining properties at 19 Franklin Avenue NW and 103 Union Street N and to increase the height of the rear yard fence running adjacent to Franklin Avenue NW from 4.0' to 6.0'.

DISCUSSION

- On October 25, 2022, Stephan and Dana Rohrer applied for an "ex post facto" Certificate of Appropriateness requesting after-the-fact approval to stain the side of the rear yard fence facing the adjoining properties at 19 Franklin Avenue NW and 103 Union Street N and to increase the height of the rear yard fence running adjacent to Franklin Ave from 4.0' to 6.0' (Exhibit B).
- On April 14, 2021, the Historic Preservation Commission approved the rear yard fence to be stained on the Applicants' side and painted white on the side facing the adjoining properties at 19 Franklin Avenue NW and 103 Union Street N as well as the height of the fence to be 4.0' along Franklin Avenue NW as shown in the Recorded Order filed April 27, 2021, with the Cabarrus County Register of Deeds.
- In February 2022, rear yard fence construction commenced including along Franklin Avenue NW.
- In September 2022, rear year fence staining commenced including on the side facing the adjoining properties at 19 Franklin Avenue NW and 103 Union Street N.
- Concord Development Ordinance – Section 7.7.4 (A) states "front yard fences, including fences on corner lots, shall not exceed 4.0' in height. Fences may not be placed within the sight triangle." However, this provision of the zoning ordinance has not been applied consistently by the Historic Preservation Commission on corner lots. The front yard fence has been traditionally defined as the

portion of the fence located between the midpoint of the structure and the street the house faces capping the fence height at 4.0' whereas the rear yard fence has been traditionally defined as the portion of the fence located between the midpoint of the structure and the rear property line allowing for taller fence heights such as 6.0' or 8.0'. The intent of the latter to allow for taller heights for rear yard privacy purposes even on corner lots.

ATTACHMENTS

Exhibit A: National Register of Historic Places Inventory
Exhibit B: "Ex Post Facto" Certificate of Appropriateness Application
Exhibit C: Subject Property Map
Exhibit D: Applicants' Project Summary
Exhibit E: Recorded Order Dated April 27, 2021

HISTORIC HANDBOOK DESIGN RECOMMENDATIONS

Approval Requirement Needs Table: Type of Work Requiring Commission Hearing and Approval

- *Fencing and Gates: All types require Commission Hearing and Approval.*

Chapter 5 – Section 9: Fences and Walls

- *All wooden fences should be "stick-built" on site.*
- *Wooden fences visible from the street and/or wooden fences in front yards and side yards of corner lots are required to be painted or stained white or a color matching the body or trim of the structure, including shutters, foundation color, etc.*
- *Painting or staining is recommended, but not required, for rear yard fences unless they are visible from the street.*
- *Where fences are desired in front yards and side yards at corner lots, the design should be primarily decorative in nature. Front yard fences should not exceed four feet in height.*
- *Rear yard fences may be higher than four feet. The portions of rear yard fences that face the street should be landscaped with shrubs and trees of a planting size that will fully hide the fence from the street within two years. Size, type, and growth habits of plant materials to screen rear yard fences that face the street should be submitted at time of application.*
- *All proposed fences and walls should not negatively affect existing trees and mature landscaping.*
- *Privacy fences are defined as fences with no spacing between pickets or fences of the shadowbox design. Privacy fences may be allowed at the discretion of the Commission in the following circumstances:*
  1. *Privacy fences are most appropriate in rear yards.*
  2. *Privacy fences may be allowed where the applicant's rear yard is directly adjacent to property that is either not in a historic district, or is within a historic district but is non-contributing or intrusive in that district. The applicant shall show to the satisfaction of the Commission:*
     - *(a) that the adjacent property is unsightly in comparison to other properties surrounding the applicant's property,*
     - *(b) that the adjacent property or nearby property raises reasonable security concerns for the applicant, or*
     - *(c) that the adjacent property could reasonably be determined to negatively impact the property value of the applicant's property.*
  3. *Privacy fences encompassing an area of no more than 250 square feet may be allowed at the discretion of the Commission when adjacent to the applicant's house, garage, or other outbuilding in order to screen from view trash cans, mechanical equipment, cars or other unsightly items, provided such fence does not unreasonably impact any neighbor by blocking windows or the like.*

4. *Privacy fences allowed by the Commission should be landscaped where practical with appropriate shrubbery to soften the appearance of the fence.*

Design Guidelines

1. *Do not use high walls or fences to screen front yards.*
2. *Use materials like stone, brick, wood and iron.*
3. *Chain link or plastic materials are prohibited. Adding slats to existing chain link fences for screening purposes is prohibited.*
4. *Materials and style should coordinate with building and neighboring buildings as well as other walls and fences in the area.*

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.

N. Felix Yorke (1853-1916) founded the Yorke and Wadsworth Hardware Store in the 1880s; the store is still in operation and is probably the oldest business in the city.

39. John Phifer Allison House
113 North Union Street
ca. 1890
P

Highly significant, exceptionally well-preserved, two-story frame Queen Anne style residence, the best example of the style in Concord. House is enhanced by its prominent setting on a large, corner lot with a fine late nineteenth century ornamental iron fence. A particularly notable feature of the house is the variety of sawn and molded woodwork applied to its surface. Each of the house's several gables is covered with scalloped shingles and framed with decorative sawn and molded boards; scalloped shingles also cover the flared base of the house's second story. Above the second floor is a cut-out frieze with a repeating tree shape; a frieze with a sheaf-of-wheat pattern run along parts of the house's sides. The facade has a gable-front by projecting from the main roofline, and a central balcony with richly ornamented woodwork sheltered by a projecting hip roof. The southern (left) portion of the well-detailed wrap-around porch was enclosed with latticed window sash typical of the bungalow style during the 1920s.

John Phifer Allison (b. 1848) was a financier and merchant who erected the Allison Block, on the largest buildings in downtown Concord, between 1897 and 1906. He was an officer of several important Concord businesses. Arthur W. Fisher, a Cannon Mills executive, purchased the house in 1942, and his widow still lives there.

40. A. Jones Yorke House
123 North Union Street
1908 (OI)
P

Highly distinctive Colonial Revival style residence constructed of creamy tan brick, designed by Charlotte architect, Leonard L. Hunter. Gable ends of the main block, the porte-cochere that projects from the south side of the house, and the one-story garage at the rear of the house all have stone-trimmed parapets. The windows are segmental-arched and have well executed radiating brickwork and keystones. Tuscan columns grouped in threes support the porch, which is topped with a balustrade.

Concord
NORTH CAROLINA
High Performance Living

Application for Certificate of

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: Stephen Rohrer
Address: 113 Union St. N
City: Concord State: NC Zip Code: 28025 Telephone: (252) 267-2035
Email:

OWNER INFORMATION

Name: Stephen and Dana Rohrer
Address: 113 Union St. N
City: Concord State: NC Zip Code: 28025 Telephone: (252)267-2035
Email:

SUBJECT PROPERTY

Street Address: 113 Union St. N P.I.N. # 5620798008000
Area (acres or square feet): 0.64 acres Current Zoning: RM-1 Land Use: Residential

Staff Use Only:

Application Received by: BRAD LAGANO Date: 10/25/22, 20
Fee: $20.00 Received by: BRAD LAGANO Date: 10/25/22, 20

The application fee is nonrefundable.

Planning & Neighborhood Development
35 Cabarrus Ave W • P. O. Box 308 • Concord, NC 28025
Phone (704) 920-5152 • Fax (704) 920-6962 •

H-25-22 EXHIBIT B

Concord
NORTH CAROLINA
High Performance Living

Application for Certificate of

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: Staining fence and fence install

2. Detailed specifications of the project (type of siding, windows, doors, height/style of fence, color, etc.):
Ex-post facto request for staining of fence and increased height from 4ft to 6ft on the partial rear and side Adjacent to Franklin Ave.

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., may 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.

10/29/2022
Date

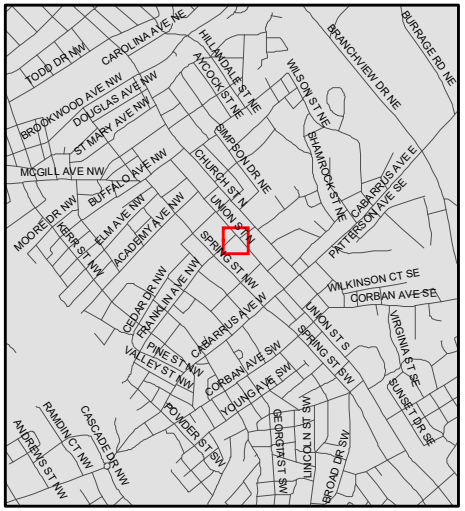
Signature of Owner/Agent

Planning & Neighborhood Development
35 Cabarrus Ave W • P. O. Box 308 • Concord, NC 28025
Phone (704) 920-5152 • Fax (704) 920-6962 •

H-25-22

113 Union St N

PIN: 5620-79-8008



Concord
NORTH CAROLINA

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.

H-25-22 EXHIBIT C

Project Summary

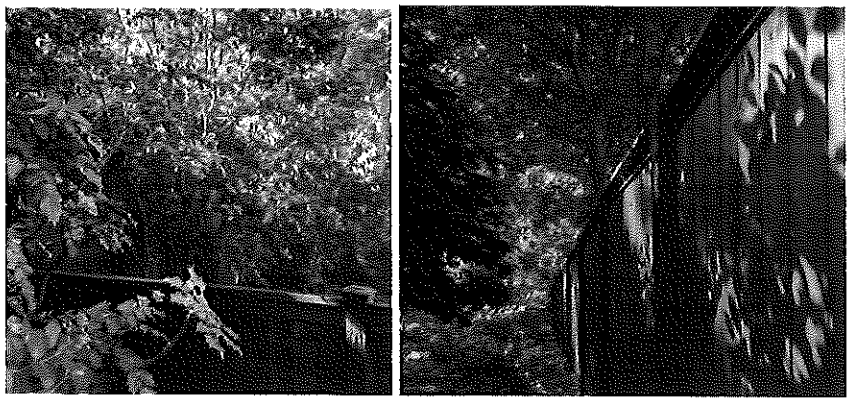
In 2021, The Rohrer family received approval from the Historic Preservation Commision (HPC) to remove and replace the existing rear yard fence, and construct a new fence in its place. We request an ex-post facto approval from the HPC for two changes made during the development of the fence: (1) both sides of the rear fence were stained to match the trim of the home, particularly the wooden, original historic columns on the front porch and balcony, along with the double front doors and storm doors of the home and following Handbook guidelines; (2) a 6 ft. rear yard fence constructed along the side of Franklin Ave, beyond the the rear corner of the home following Handbook guidelines.

All fencing at 113 Union St. N is owned by 113 Union St. N, and set back from the property lines for easier future maintenance without interruption to neighboring properties. All gates and fencing was erected in the same style, color, and design previously approved by the HPC and in accordance with the Historic Handbook.

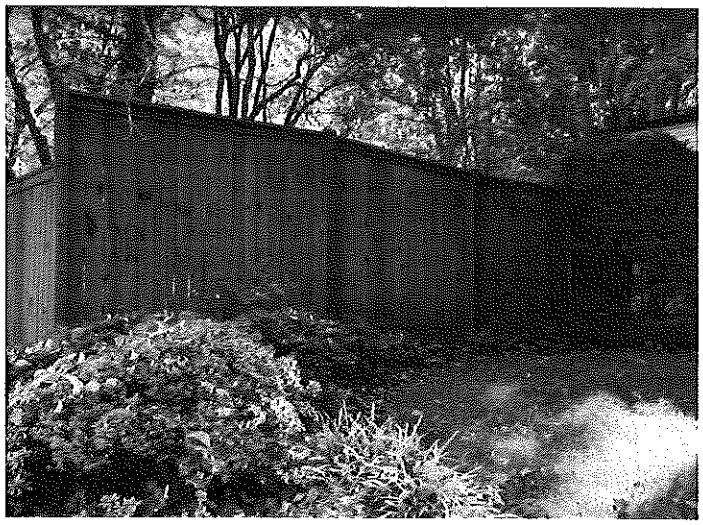
(1)Stained fence

The fence was stained to match the trim of the home, particularly the wooden, original historic columns on the front porch and balcony, along with the double front doors and storm doors of the home (following Handbook guidelines). The stain was color matched to Minwax Red Oak 215 wood stain, which coincides with the same home trim stain. Oil based stains provide a long lasting protection compared to paint, which can appear dirty quicker, crack and peel from sunlight and water, and create rot by locking in moisture. Stained fencing also gives a more natural backdrop to this historic property, not to take attention away from the historic home itself.

Fence on 103 Union St N side



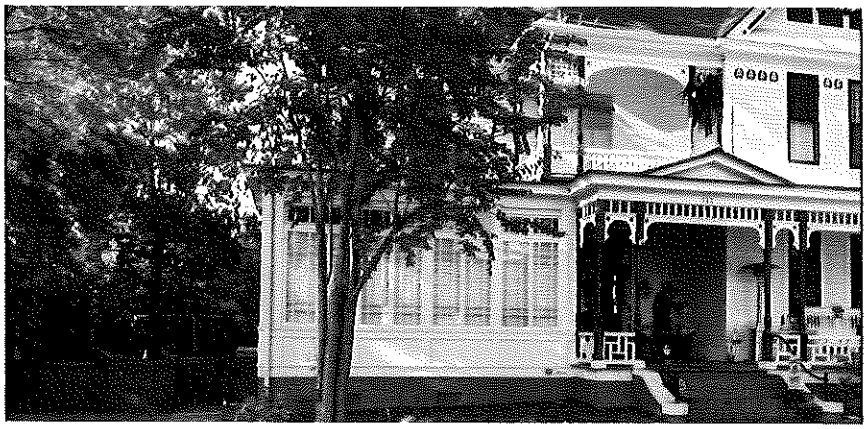
Fence on 19 Franklin Ave side



(2) 6 ft. rear side fence

The rear yard fence along Franklin Ave, beyond the rear corner of the home, was erected as a 6 ft fence following the same design, color, and style that was approved by the HPC. This was an oversight in which we believed the original approval was for a 6 ft. fence instead of a 4 ft. fence.

Addendum 1: Home Trim and Fencing stained to match



Addendum 2: Handbook Guidelines

Chapter 5 – Section 9: FENCES and WALLS pg. 43 paragraph 1

"Wooden fences visible from the street and/or wooden fences in front yards and side yards of corner lots are required to be painted or stained white **or a color matching the body or trim of the structure, including shutters, foundation color, etc.**"

Chapter 5 – Section 9: FENCES and WALLS pg. 43 Paragraph 2

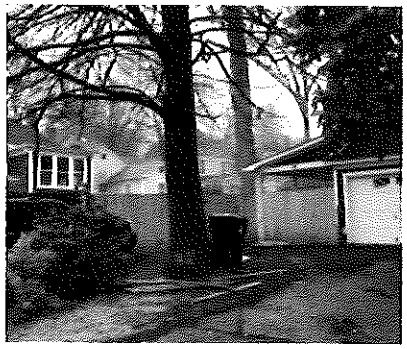
"Wooden fences should be painted or stained white **or a color matching the body or trim of the structure, including shutters, foundation color, etc.**"

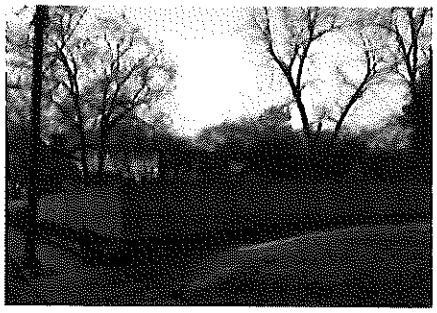
Chapter 5 - Section 9: FENCES and WALLS pg. 43 Paragraph 4
"Rear yard fences may be higher than four feet."

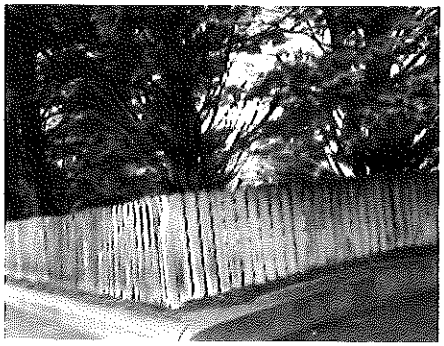
Addendum 3: Fence examples on corner lots within North & South Union Historic District

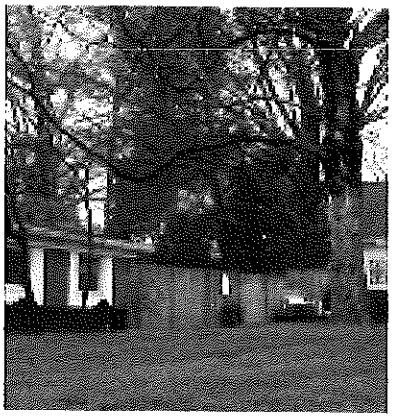
[Addresses excluded on this page]

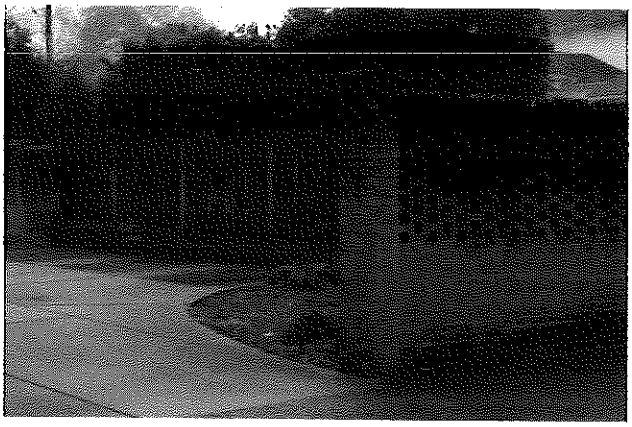
Many more examples available:











FILED
CABARRUS COUNTY NC
WAYNE NIXON
REGISTER OF DEEDS
FILED Apr 27, 2021
AT 02:38 pm
BOOK 15126
START PAGE 0123
END PAGE 0129
INSTRUMENT # 18388
EXCISE TAX $0.00
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Mail to: City of Concord, Planning Dept., PO Box 308, Concord, NC 28026 PIN#5620-79-8008

NORTH CAROLINA **ORDER OF THE CITY OF CONCORD**
CABARRUS COUNTY **HISTORIC PRESERVATION COMMISSION CASE # H-4-21**

This matter came before the Historic Preservation Commission (hereinafter the "Commission") on April 14, 2021. The Commission, heard sworn testimony from the following witnesses: Katherine Godwin, Stephen Rohrer, Bill Leake, Anna Marshal, Bob Nixon, Doil Bussey, and Glenda Steel and considered the following exhibits: Exhibit A: National Register of Historic Places Inventory, Exhibit B: Application for Certificate of Appropriateness, Exhibit C: Subject Property Map, Exhibit D: Scope of Work, Exhibit E: Site Plans, Exhibit F: Tree Risk Assessment Form and Images, Exhibit G: Email Correspondence, and Exhibit H: Letter and Photographs from Glenda Steel. Based upon competent, material, and substantial evidence, the Commission makes these:

FINDINGS OF FACT:

1. The subject property is located at 113 Union Street N, Concord, NC. The owners are Stephen and Dana Rohrer who acquired the property by deed recorded in Cabarrus County Register of Deeds Book 13690, Page 48, as recorded on August 29, 2019.
2. The subject property is located in the RM-1 (Residential Medium Density) zoning district and is in the North Union Street Historic District.
3. The subject property is designated as a "Pivotal" structure in the Concord Historic Districts Handbook (June 2001 ed.), (the "Handbook") Chapter 3 (Exhibit A).
4. The Handbook is an ordinance of the City of Concord duly adopted by the City Council and incorporated into the Code of Ordinances by reference.
5. On March 3, 2021, Stephen Rohrer submitted an application (Exhibit B) for a Certificate of Appropriateness under Concord Development Ordinance (CDO) §9.8 to make modifications to the property including 1) removing a Crepe Myrtle tree, 2) installing an inground pool in the rear yard with pump and concrete surround, 3) moving a brick patio,

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and 4) replacing, redesigning, and extending a wooden privacy fence with three gates (Exhibit B, D, E, and G).

6. The owners are proposing to remove a Crepe Myrtle tree in order to install a pool. The stump will be removed and the tree replaced with Nellie Stevens Hollies and Camellia trees (Exhibits B and D).
7. The Tree Hazard Evaluation form indicated a hazard rating of 3 and the City Arborist indicated that the tree has no structural defects but the proposed pool installation will impact the root system of the tree (Exhibit F).
8. The inground pool would be located in the rear yard in the Southeast corner of the property, measure 20' by 30' and be in a Full L Shape. The pool's depth would vary between 3' and 6' and would consist of fiberglass with a 2'6" concrete surround (Exhibits D and E).
9. The inground pool would comply with all of the standards set for in the Concord Development Ordinance Section 8.4.4 Swimming Pools (Exhibit D).
10. The applicants are proposing to relocate the brick patio (repurposing the bricks) from beside the garage to connect the new pool to the concrete patio in front of the garage (Exhibits D and E).
11. The applicants are proposing to replace, redesign and extend a privacy fence to include:
    A) Replacing an 8' tall wooden privacy fence measuring approximately 101'3" along the southern boundary of the property with an 8' trimmed wood fence in a boxed style (Exhibits D and G).
    B) Extending this portion of the fence approximately 49'5" towards Franklin Avenue (Exhibits D and G).
    C) Replacing a 6' tall wooden privacy fence measuring approximately 110'9" along the eastern boundary of the property with an 8' trimmed wood fence in a boxed style (Exhibits D and G).
    D) Replacing and moving a wooden picket fence on the eastern side of the house (approximately 46'2" in length and 2.5' in height) with a 4' tall trimmed wood fence in a boxed style (Exhibits D and G). A single side gate would be installed over the sidewalk, measure approximately 3'3" wide and 4' tall, and be of similar design as the fence (Exhibits D and G).
    E) Replacing a wooden picket fence (approximately 32' in length and 2.5' in height) on the eastern side of the driveway with a 4' tall trimmed wood fence in a boxed style (Exhibits D and G). A double side gate would be installed near the driveway gate, measure approximately 8' wide and 4' tall, and be of similar design as the fence (Exhibits D and G).
    F) Extending the trimmed wood fence in a boxed style along Franklin Avenue (approximately 92'9" and 4' tall) (Exhibits D and G).
12. The new fencing and side gates would be stained using Minwax Red Oak 215 Wood Stain to match the existing stained wood trim on the front porch (Exhibit D).

13. A new electric and motorized driveway gate, similar in design to the front yard iron fences and gates (keeping in design with the Queen Anne design of the house) would be installed over the driveway and setback approximately 25' from the street (Exhibit G). The gate would be black powder-coated galvanized steel, measure 6' tall and 10'2" wide and be mounted to 2 brick columns (measuring 2' by 2' and 6' tall) on either side with a concrete cap (Exhibits D and G).

14. The privacy fence will be stained on the applicant's side and painted white on the side facing the adjoining properties located at 19 Franklin Street and 103 Union Street N.

Based upon these Findings of Fact, the Commission makes these:

CONCLUSIONS OF LAW

1. This matter is properly before the Commission pursuant to N.C. Gen. Stat. § 160A-400.7, et seq. and the Concord Development Ordinance.

2. Pursuant to the *Handbook,* **Approval Requirement Needs Table**

- *Fencing and Gates (See Masonry Walls): All types require Commission Hearing and Approval.*
- *Miscellaneous: Any type of alteration of exterior features of a building, site, or environment which is not specifically listed require Commission Hearing and Approval.*
- *Patios, Walks, and Driveways: Repair or replacement of patios, walks, and driveways with similar materials and design does not require approval.*
- *Trees: Removal of healthy trees or pruning of limbs over six inches in diameter in any location on the property require Commission Hearing and Approval.*

3. Pursuant to the *Handbook,* **Chapter 5- Section 8: Landscaping and Trees**

- *Removal of healthy trees over the size of 6 inches in diameter (measured 4 feet above ground) or pruning of healthy tree limbs over 6 inches in diameter requires Historic Preservation Commission review and approval.*
- *All trees that are removed should be replaced with a tree of similar species in an appropriate location unless no suitable location exists on the subject site. Trees removed within street view must also have the stumps removed below ground level.*
- *Trees which are removed shall be replaced by a species which, upon maturity, is similar in scale to the removed specimen. For example, canopy trees shall be replaced with canopy trees, and understory trees with understory trees.*

4. Pursuant to the *Handbook,* **Chapter 5- Section 9: Fences and Walls**

- *All wooden fences should be "stick-built" on site.*

- *Wooden fences visible from the street and/or wooden fences in front yards and side yards of corner lots are required to be painted or stained white or a color matching the body or trim of the structure, including shutters, foundation color, etc.*
- *Painting or staining is recommended, but not required, for rear yard fences unless they are visible from the street.*
- *If a fence is designed as a single-sided fence, one with detailing on only one side, the finished detail should be on the outside face of the fence (facing neighboring property).*
- *Additionally, wood picket fences should have pickets spaced at a minimum of 1 inch or half the width of the picket. (See notes regarding "Privacy Fences" for allowable exceptions to this rule.)*
- *Additionally, it is not appropriate to introduce walls or fences in front yards and side yards at corner lots that are more than 65% solid.*
- *Where fences are desired in front yards and side yards at corner lots, the design should be primarily decorative in nature. Front yard fences should not exceed four feet in height.*
- *Rear yard fences may be higher than four feet. The portions of rear yard fences that face the street should be landscaped with shrubs and trees of a planting size that will fully hide the fence from the street within two years. Size, type, and growth habits of plant materials to screen rear yard fences that face the street should be submitted at time of application.*
- *All proposed fences and walls should not negatively affect existing trees and mature landscaping.*
- *Privacy fences are defined as fences with no spacing between pickets or fences of the shadowbox design. Privacy fences may be allowed at the discretion of the Commission in the following circumstances:*
    1. *Privacy fences are most appropriate in rear yards.*
    2. *Privacy fences may be allowed where the applicant's rear yard is directly adjacent to property that is either not in a historic district, or is within a historic district but is non-contributing or intrusive in that district. The applicant shall show to the satisfaction of the Commission:*

        (a) that the adjacent property is unsightly in comparison to other properties surrounding the applicant's property,
        (b) that the adjacent property or nearby property raises reasonable security concerns for the applicant, or
        (c) that the adjacent property could reasonably be determined to negatively impact the property value of the applicant's property.

Privacy fences shall be allowed only on the applicant's property line directly adjoining the aforesaid adjacent property unless the Commission feels that such a partial privacy fence

would not be visually appropriate or would not accomplish the purpose(s) of the privacy fence set forth above.

3. *Privacy fences encompassing an area of no more than 250 square feet may be allowed at the discretion of the Commission when adjacent to the applicant's house, garage, or other outbuilding in order to screen from view trash cans, mechanical equipment, cars or other unsightly items, provided such fence does not unreasonably impact any neighbor by blocking windows or the like.*

Privacy fences allowed by the Commission should be landscaped where practical with appropriate shrubbery to soften the appearance of the fence.

Design Guidelines

1. *Do not use high walls or fences to screen front yards.*
2. *Use materials like stone, brick, wood and iron.*
3. *Chain link or plastic materials are prohibited. Adding slats to existing chain link fences for screening purposes is prohibited.*
4. *Materials and style should coordinate with building and neighboring buildings as well as other walls and fences in the area.*

5. The following criteria shall be considered, when relevant, by the Commission in reviewing applications for a Certificate of Appropriateness. All applications for Certificates of Appropriateness shall be subject to review based upon the Design Guidelines then in effect. These guidelines are set forth in a manual prepared and adopted by the Commission:

- lot coverage, defined as the percentage of lot area covered by primary structures;
- setback, defined as the distance from the lot lines to the building(s);
- building height;
- exterior building materials;
- proportion, shape, positioning, location, pattern and sizes of any elements of fenestration;
- surface textures;
- structural condition and soundness;
- walls--physical ingredients, such as brick, stone or wood walls, wrought iron fences, evergreen landscape masses, building facades, or combination of these;
- color (new construction only and not for existing residences); and
- effect of trees and other landscape elements.

6. The application is congruous with the historic aspects of the District.

7. Based on the standards of the Handbook, and the City of Concord Code of Ordinances, including the standards listed above, the Commission concludes that:

A. The removal of the Crepe Myrtle (including the stump) to be replaced with Nellie Stevens Hollies and Camellia trees is appropriate because the tree will be replaced in accordance with the Historic Handbook.
B. The installation of an inground pool in the rear yard is appropriate because the design and location is in compliance with the Historic Handbook.
C. The relocation of the brick patio is appropriate because the proposed new location and the reuse of the brick is in compliance with the Historic Handbook.
D. The replacement and extension of the 8' privacy fence along the southern boundary of the property with an 8' trimmed wood boxed style privacy fence is appropriate because the fence is in the rear yard and replacing an existing privacy fence.
E. The replacement of the 6' privacy fence along the eastern boundary of the property with an 8' trimmed wood boxed style privacy fence is appropriate because the fence is in the rear yard and replacing an existing privacy fence.
F. The replacement and relocation of the 2.5' wooden picket fence with a 4' privacy fence with side gate on the eastern side of the house is appropriate because of its height, design, and location in the front yard.
G. The replacement of the 2.5' wooden picket fence with a 4' privacy fence and double side gate on the eastern side of the driveway is appropriate because of its height, design, and location in the front yard.
H. The installation of a 4' privacy fence along Franklin Avenue to the concrete driveway is appropriate because of its height, design, and location on a corner lot.
I. Staining the fencing and side gates using Minwax Red Oak 215 to match the porch trim is appropriate because the color is in compliance with the Historic Handbook.
J. The installation of an electric driveway gate and connecting columns is appropriate because it is in compliance with the Historic Handbook with regard to material and design.
K. The privacy fence will be stained on the applicant's side and painted white on the side facing the adjoining properties located at 19 Franklin Street and 103 Union Street N.

Based upon these Findings of Fact, Conclusions of Law, standards of the Handbook, and the City of Concord Code of Ordinances, including the standards listed above, and limited to the extent consistent with the application, exhibits, and testimony provided to the Commission, the Commission issues this

ORDER:

THE COMMISSION APPROVES A CERTIFICATE OF APPROPRIATENESS TO: REMOVE A CREPE MYRTLE TO BE REPLACED WITH NELLIE STEVENS HOLLIES AND CAMELLIA TREES, INSTALL AN INGROUND FIBERGLASS POOL AND CONCRETE SURROUND, RELOCATE A BRICK PATIO, AND REPLACE, REDESIGN AND EXTEND A PRIVACY FENCE IN ACCORDANCE WITH THIS ORDER.

SO ORDERED this the 14th day of April, 2021 by the Historic Preservation Commission.

CITY OF CONCORD
HISTORIC PRESERVATION COMMISSION

BY: Lee Gray
(Chairman – Dr. Lee Gray)

ATTEST: Angela Baldwin
Secretary

NORTH CAROLINA
CABARRUS COUNTY

I, Kristina M Fausel, a notary public for ~~said~~ Mecklenburg county and state, do hereby certify that Angela Baldwin personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

WITNESS my hand and official seal, this 15th day of April, 2021.

Kristina M Fausel
Notary Public

My commission expires: 6-13-2023

KRISTINA M FAUSEL
Notary Public, North Carolina
Mecklenburg County
My Commission Expires
June 13, 2023