

**AGENDA**  
**CITY OF FAYETTEVILLE**  
**HISTORIC RESOURCES COMMISSION MEETING**  
**CITY HALL, LAFAYETTE CONFERENCE ROOM**  
**433 HAY STREET**  
**TUESDAY, AUGUST 27, 2024**  
**4:00 P.M.**

1. ROLL CALL

2. APPROVAL OF THE AGENDA

3. APPROVAL OF THE CONSENT AGENDA

❖ COA24-13: Major Order of Approval—107 Gillespie Street

4. APPROVAL OF THE MINUTES

❖ Approval of minutes from the July 23, 2024, meeting

5. EVIDENTIARY HEARING

MAJOR WORKS

❖ COA24-21—228 Hillside Avenue- The applicant is requesting a Certificate of Appropriateness to replace multiple windows and repair the front porch.

6. OTHER BUSINESS

7. ANNOUNCEMENTS

8. ADJOURNMENT

**CITY OF FAYETTEVILLE  
HISTORIC RESOURCES COMMISSION  
ORDER TO APPROVE A CERTIFICATE OF APPROPRIATENESS**

**Property Address:** 107 Gillespie St; REID # 0437634868000  
**Property Owner:** Liberty Point Realty LLC  
**COA Applicant:** Seth Barbrow  
**COA #:** 24-13  
**COA Summary:** Request to replace single pane windows with double-hung, black-framed windows on the second floor, installation of black trim work around proposed windows and along the bottom of the existing parapet wall, seasonal installation of flower boxes, installation of black metal awning above existing glass storefront, and installation of recessed lights and a vent in the underside of the existing facade overhang.

This Certificate of Appropriateness (“COA”) application came before the Historic Resources Commission (“Commission”) on July 23, 2024, upon a submission Seth Barbrow (“Applicant”), on behalf of Liberty Point Realty LLC (“Owner”).

Commission members present were Rebecca Meredith, Robert Tiffany, Michael Pennink, and Michael Houck. Also present were Will Deaton, Planning and Zoning Division Manager; Heather Eckhardt, Planner II; and LaDeidra Matthews, Attorney; all appearing on behalf of the City.

Based on the submitted application, evidence, testimony of witnesses, and oral arguments of the parties, the Commission makes the following:

**Findings of Fact**

1. Article 30-2.C.8 of the City of Fayetteville’s Code of Ordinances requires the proponents of exterior changes within the Historic/Landmark Overlay District to obtain a COA prior to obtaining building permits and the commencement of work.
2. The City of Fayetteville’s Design Guidelines for Fayetteville’s Historic Districts and Local Landmarks requires that a certificate of appropriateness be obtained from the Historic Resources Commission when an area is designated as a historic district or local landmark, before the owner of the property within the district or local landmark can demolish the property, move it, or change its exterior features.
3. On July 2, 2024, the Applicant submitted a COA application to the Development Services Department. The application listed the property located at 107 Gillespie Street (“subject property”).
4. The subject property is located on the parcel identified as REID # 0437634868000.
5. The COA application is a request to:
  - a) Replacement of single-pane windows with double-hung, black-framed windows on the second floor
  - b) Installation of black trim work around windows referenced above and along the bottom of the existing parapet wall

- c) Seasonal installation of flower boxes
  - d) Installation of black metal awning above the existing glass storefront
  - e) Installation of recessed lights and a vent in the underside of the existing façade overhang.
6. The application included the COA application form and design concept for the proposed work.

7. On July 8, 2024, the Applicant and adjacent property owners within 100 feet of the subject property were notified by letter of the hearing to consider the subject application.

8. The subject property was posted with a notification of the evidentiary hearing on the same date.

9. On July 23, 2023, an evidentiary hearing was held. Heather Eckhardt, Planner II, presented the staff report and cited the applicable sections of the *Design Guidelines for Fayetteville's Historic District and Local Landmarks* ("Design Guidelines") to the proposed COA application. The applicable sections were: Lighting, Building Materials, and Windows & Doors. Mr. Seth Barbrow, representative of Liberty Point Realty LLC, also presented evidence.

#### **Conclusions of Law**

1. The Applicant and adjacent property owners were properly notified of the hearing and the subject property was properly posted.

2. The historic significance of the site will be retained and preserved and the proposed work complies with the guidelines for paving patterns, building materials, and storefronts.

WHEREFORE, BASED ON THE FOREGOING FINDINGS OF FACT AND CONCLUSIONS OF LAW, COA 24-13 for the property at 107 Gillespie Street, Fayetteville, North Carolina, is hereby approved.

APPROVED (4-0)

This the \_\_\_\_ day of \_\_\_\_\_, 2024.



**MINUTES  
CITY OF FAYETTEVILLE  
HISTORIC RESOURCES COMMISSION MEETING  
CITY HALL/E.E. SMITH CONFERENCE ROOM  
433 HAY STREET  
JULY 23, 2024 @ 4:00 P.M.**

**MEMBERS PRESENT**

Rebecca Meredith, Vice-Chair  
Michael Pennink  
Robert Tiffany  
Michael Houck

**STAFF PRESENT**

Clayton Deaton, Planning and Zoning Division Manager  
Heather Eckhardt, Planner II  
La-Deidre Matthews, Attorney at Law, Fox Rothchild  
Catina Evans, Office Assistant II

**MEMBERS ABSENT**

Michael Pinkston, Chair  
Jennifer Lockart  
Cynthia Leeks

The July 23, 2024, meeting of the Historic Resources Commission was called to order by Vice Chair Rebecca Meredith at 4:23 p.m.

**I. ROLL CALL**

The members introduced themselves.

**II. APPROVAL OF THE AGENDA**

**MOTION:** Michael Pennink made a motion to approve the agenda for the meeting.

**SECOND:** Robert Tiffany

**VOTE:** Unanimous (4-0)

**III. APPROVAL OF THE CONSENT AGENDA**

**MOTION:** Robert Tiffany made a motion to approve the consent agenda to include the Major Order of Approval for COA23-61 - 450 Hay Street.

**SECOND:** Michael Pennink

**VOTE:** Unanimous (4-0)

**IV. APPROVAL OF THE MINUTES FROM THE DECEMBER 5, 2024, SPECIAL MEETING**

**MOTION:** Michael Pennink made a motion to approve the minutes from the December 5, 2023, special meeting.

**SECOND:** Michael Houck



**VOTE:** Unanimous (4-0)

## **V. EVIDENTIARY HEARING**

Chair Meredith provided information about quasi judicial hearing procedures and Attorney Matthews swore in Heather Eckhardt and the applicant Seth Barbrow. Ms. Meredith asked the board members if they had any conflicts of interest or ex parte communication to disclose regarding case COA24-13 and the members had nothing to disclose.

**COA24-13. 107 Gillespie Street - Façade Updates** - The applicant is requesting the addition of a metal awning, upstairs window replacements, storefront lighting, flower boxes, and black accents to 107 Gillespie Street.

Heather Eckhardt presented case COA24-13 for 107 Gillespie Street. She noted to the board that they may recall that this applicant submitted a COA to the Board last year. The applicant Seth Barbrow from Liberty Point Realty is requesting a Certificate of Appropriateness for facade renovations. The property is located near the corner of Gillespie Street and Person Street. Mr. Barbrow wants to install a black metal awning above the storefront, three recessed lights and a six-inch vent under the overhang of the front facade, replace the second-floor windows from single-pane to black frame double hung windows, and install black wood trim along the second-floor windows and at the bottom of the parapet wall. Ms. Eckhardt showed the board the location of the façade updates, and she informed them of the guidelines and the findings for the case, providing the board members with their voting options.

The applicant, Seth Barbrow, presented evidence in accordance with his request for a COA for 107 Gillespie Street. Mr. Barbrow stated that he and his wife planned to conduct upgrades to the property. He noted that the area had limited public visibility and provided the Board with pictures to substantiate this fact. Mr. Barbrow delivered to the board visual proof of the planted trees, white caulking and weatherproofing installed on the property, along with additional structural improvements. He informed the Board that in the late 1970s or 80s a façade was constructed on the building, creating some façade damage that were remedied haphazardly using white caulking that is visible from any street view. Mr. Barbrow stated that they would install two wooden signs (which were previously approved through a Minor COA) along the front of the building advertising his wife's business which would move to the second floor, allowing room for a hair salon to reside on the first floor. On the second floor there are three (3) single-pane windows, constructed using thin glass that is adhered to a thin metal.

Mr. Barbrow said the windows are old and unusable because you cannot open them. The windows may have been constructed as part of the original façade created in the 1970s or 80s. These windows decrease the aesthetics of the building and prohibit adequate ventilation into the structure. He reiterated that his wife runs the tattoo shop currently on the first floor. She will increase her staff by three tattoo artists when she relocates to the second level, and the Nifty Hair Beauty Salon will reside on the first floor. Mr. Barbrow noted that Gillespie Street lacks adequate lighting per the request for additional lighting on the property. As part of the requested COA, Mr. Barbrow plans to make five changes to the building as follows: add wooden signage, new black windows, a seasonal flower display, black awning, and recessed lightning.

Robert Tiffany inquired about the additional lighting and Mr. Barbrow stated that outside lighting requires the COA and separate permitting and approval from the Board. Mr. Tiffany noted that the brick under the windows appeared worn, and Mr. Barbrow pointed out that the discoloration of the brick is a natural process. Mr. Pennink agreed with Mr. Barbrow's assertion. Mr. Barbrow stated that he plans to upgrade the double-hung windows to provide natural ventilation and better air flow.

He showed the board historical pictures of the building noting the change in the façade and the proposed changes to upgrade and restore the building. Originally, 109 Gillespie had all white windows, but the have been painted



black along with many other windows downtown. Mr. Barbrow plans to install black windows that are easier to clean and are a common style utilized among the buildings downtown.

Mr. Barbrow mentioned that previously the building had a fabric awning. The metal awning would provide overhang from the store front and coverage from the rain, reiterating that metal awnings are common downtown. He informed the Board that the building would house additional structures such as three (3) spotlights and a six-inch vent placed along the front of the building. Mr. Tiffany inquired if the signage would be included in the COA request, and Mr. Barbrow said the signage was approved during a previous minor COA request, providing the Board with pictures of the signs.

Chair Meredith mentioned that there were not affected parties present or public comment, so she closed the hearing for case COA24-13. She asked the board if they needed to have further deliberation on the case.

**MOTION:** Michael Pennink moved to close the deliberation.

**SECOND:** Robert Tiffany

**VOTE:** Unanimous (4-0)

**MOTION:** Michael Pennink moved that the Historic Resources Commission grant a Certificate Of Appropriateness to Seth Barbrow based on the following findings of fact: that the proposed COA is constructed according to the plans submitted on July 23, 2024; that the proposed project is not incongruous with the character of the district for the following reasons:

The new windows, the black trim along the façade paraffin windows, seasonal display of the flower boxes, black metal awning, and the recessed lighting under the overhang are all congruous with the character of the district and are generally in harmony with the character of the adjoining properties and the Historic District.

**SECOND:** Robert Tiffany

**VOTE:** Unanimous (4-0)

## **VI. OTHER BUSINESS**

## **VII. ANNOUNCEMENTS**

## **VIII. ADJOURNMENT**

**MOTION:** Michael Pennink made a motion to adjourn the July 23, 2024, meeting. ~~OBJ~~

**SECOND:** Robert Tiffany

**VOTE:** Unanimous (4-0)

The meeting adjourned at 4:59 p.m.

Respectfully submitted by Catina Evans

# MAJOR WORKS

**HISTORIC RESOURCES COMMISSION STAFF REPORT**

**COA NUMBER:** COA24-21

**HISTORIC RESOURCES COMMISSION HEARING DATE:** August 27, 2024

**OWNER/APPLICANT:** Deanna Coleman  
228 Hillside Avenue  
Fayetteville, NC 28301

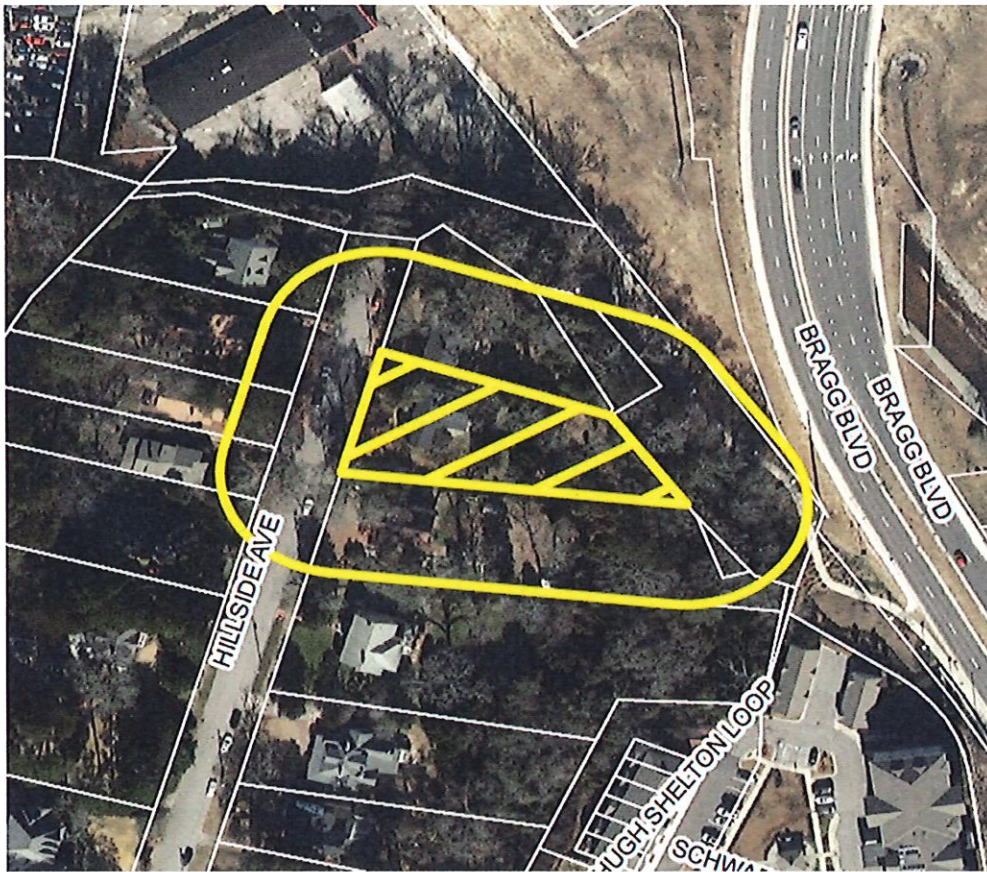
**STAFF:** Heather Eckhardt, CZO – Planner II

**PROPOSAL AND REQUESTED ACTION:**

The applicant is requesting a Certificate of Appropriateness to replace multiple windows.

**SITE LOCATION:**

228 Hillside Ave (REID: 0437365473000)



**HISTORIC DESIGNATION:**

Contributing residential structure located in the Haymount Historic District



**BACKGROUND INFORMATION:**

The National Register of Historic Places provides the following description of the subject property:

“Colonial elements are combined in this two-story frame house, the most prominent being the immense Dutch Colonial gambrel roof and the gable porch hood, which protects an entrance framed by sidelights and an elliptical fan light. Roof treatment is paralleled in a commercial context by the roof on the 1911 Atlantic Coast Line Railroad station in downtown Fayetteville. An unusual feature of this house is the placement of the primary chimney, which rests against the front of the building and intersects a shed dormer projecting slightly from the roof face.”

Per the National Register of Historic Places, the house was constructed in 1925.

**SCOPE OF WORK SUMMARY:**

The owner is requesting a Certificate of Appropriateness to replace multiple broken or non-functional windows. The following windows would be affected:

- One 6/1 double-hung window – bottom pane is broken
- 9 jalousie (louvered) windows (grouped in sets of 3) – windows are not currently functional and there are broken louvers

The owner would also like to do some repair work to the front porch. The existing porch has rotten wood in need of repair/replacement.

**Findings:**

1. The applicant is requesting a Certificate of Appropriateness for:
  - a. Replacement of multiple existing windows – one 6/1 double hung window and 9 jalousie windows
  - b. Repair/Replacement of rotten boards on front porch
2. The building is a contributing, two-story house built ca. 1925 located at 228 Hillside Ave

**Applicable Guidelines and Standards:**

*The Secretary of the Interior’s Standards:*

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment (*Use is not within the purview of the HRC*).
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces 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 architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes 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 historic 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 other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project 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 that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic 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.

*Applicable Design Guidelines for Exterior Changes:*

**Building Materials:**

- If a detail is missing, replace it with a feature based on existing details or documentary photographs. Replace with materials similar in size, shape, design, scale, color, and material as the original.
- Wooden building materials and detail should be painted. It is not appropriate to remove paint to replace with stain.
- Architectural details and features that replicate a historic detail should not be applied to a historic building without documentary evidence that it is appropriate. Details should not be used to create a false sense of history.

**Windows & Doors**

- Preserve and maintain historic windows and doors as well as historic materials, details, and features of the windows and doors that contribute to the character of the historic building or district.
- Repair historic windows, doors, and their details and features using accepted preservation methods.
- If a window or door must be replaced due to deterioration, replace it with materials similar to the original materials in size, shape, design, scale, color, and materials. Use substitute materials only if the original is not available.



- Original window materials, including glass, stained glass, textured glass, leaded glass, beveled glass, glass block, and tracery, should be removed only when an accurate restoration necessitates its removal.

#### **Porches**

- Preserve and maintain historic porches and their details, materials, and features that contribute to the significance of the building or the district.
- Repair historic porches, their details and features, using accepted preservation methods.
- If a portion of the historic porch is deteriorated beyond repair, replace only the damaged portion using materials identical to the original. Use substitute materials only if the original material is not possible.

#### **ATTACHMENTS:**

- Application
- Site Photographs
- Application information

## Project Overview

#1419069

**Project Title:** 228 Hillside Avenue

**Jurisdiction:** City of Fayetteville

**Application Type:** 6.1) Certificate of Appropriateness

**State:** NC

**Workflow:** Major Work

**County:** Cumberland

## Project Location

**Project Address or PIN:** 228 HILLSIDE AVE (0437365473000) **Zip Code:** 28301

Is it in Fayetteville? If you're not sure, click this link: [Cumberland County Tax Office GIS system](#)

## GIS Verified Data

**Project Address:** 228 HILLSIDE AVE

## Project Data

**Was a pre-application conference conducted?:** No

**Date of Pre-Application Conference:**

**Project Type:** Historic District

**Exterior Work Type:** Changes to an Existing Structure

Describe in your own words all exterior work, buildings, and construction that can be seen from the public right-of-way. Be sure to indicate all exterior materials and colors. You may upload additional sheets and attach manufacturer's information where appropriate.:

Replacement of broken windows and nonfunctional "jealous windows" not in a style conforming with the historic nature of the property with custom wood windows that conform to the historic nature of the property.

Replacement of rotten wood front porch with wood of same size and painted same color.

## Primary Contact Information

**Contractor's NC ID#:**

**Project Owner**

Deanna Coleman

228 Hillside Avenue  
Fayetteville, NC 28301

P:(910) 489-0620

[coleman@raylawnc.com](mailto:coleman@raylawnc.com)

**Project Contact - Agent/Representative**



Deanna Coleman

228 Hillside Avenue  
Fayetteville, NC 28301  
P:(910) 489-0620  
[coleman@raylawnc.com](mailto:coleman@raylawnc.com)

**As an unlicensed contractor, I am aware that I cannot enter into a contract that the total amount of the project exceeds \$40,000. :**

**NC State General Contractor's License Number:**

**NC State Electrical Contractor #1 License Number:**

**NC State Electrical Contractor #2 License Number:**

**NC State Electrical Contractor #3 License Number: N/A**

**NC State Mechanical Contractor's #1 License Number:**

**NC State Mechanical Contractor's #2 License Number:**

**NC State Mechanical Contractor #3 License Number: N/A**

**NC State Plumbing Contractor #1 License Number:**

**NC State Plumbing Contractor #2 License Number:**

**Indicate which of the following project contacts should be included on this project:**







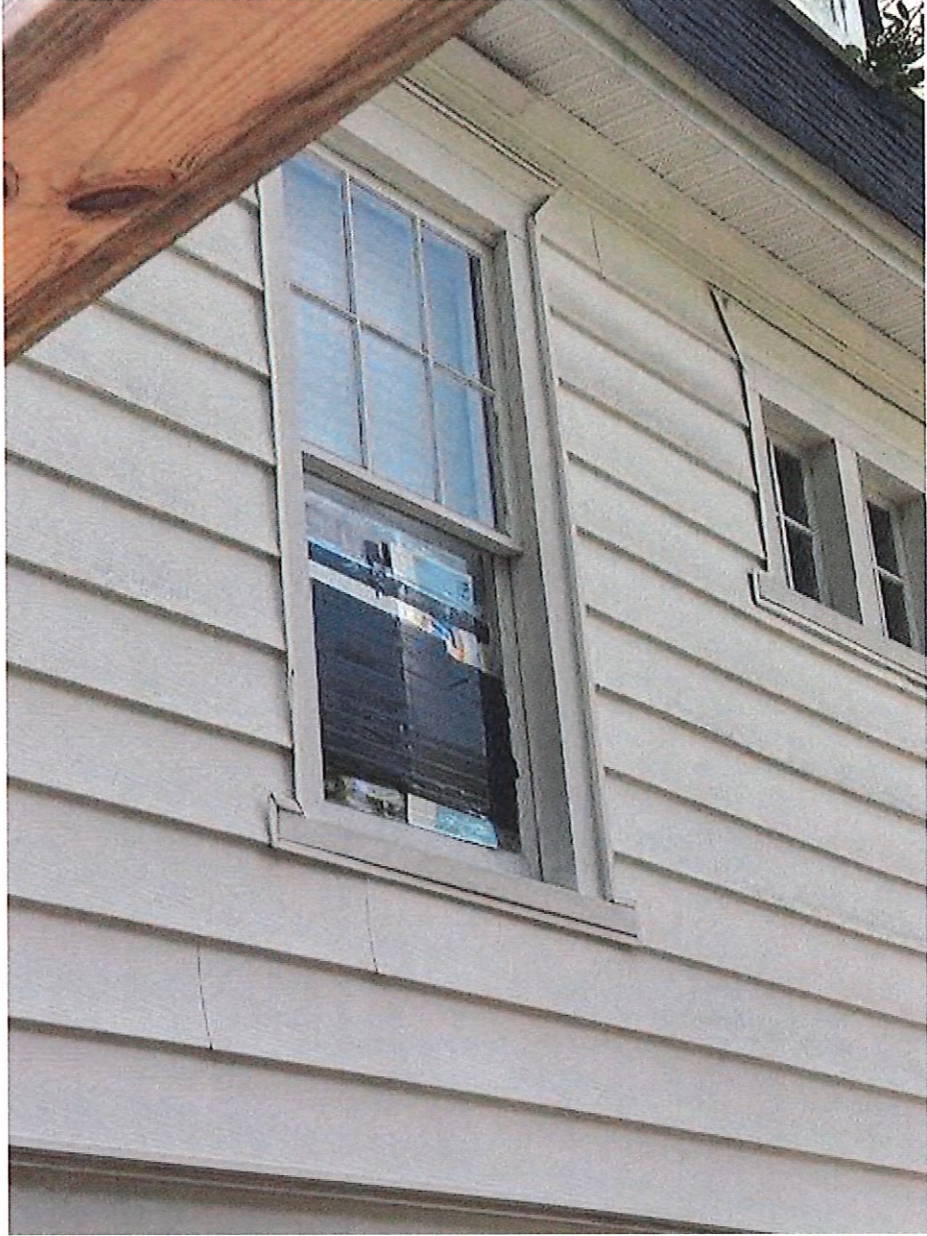
















1114 Hay St  
 Fayetteville NC 28305  
 910-483-2320



**BILL TO:**

**SHIP TO:**

**Phone**  
**Email**

**Phone**  
**Fax**

QUOTE #	PO #	QUOTE NAME	PROJECT	JOB NAME	CUSTOMER PO #
1812955		coleman	coleman		

LINE #	LINE TYPE	DESCRIPTION	QTY	U/M	NET PRICE	EXTENDED
100-1	WindowAndDoor	PK- 364	1	EA	\$1,096.43	\$1,096.43

MARCH 2ND, 2023 PRICEBOOK

Wood Windows Double Hung Operating 35 x 49

Custom: Frame Width = 35, Frame Height = 49, Sash Split = 50/50, Screen Width = 31.59375, Screen Height = 24.1875

Complete Unit, CoreGuard Plus

Pine Exterior, Exterior Primed = White, Primed Interior, White, Pine Interior

Sash-Panel Exterior Primed Finish = White, Primed Interior, White

Low-E 366, Traditional Bead, Argon Gas, Black Warm Edge Spacer

Half Screen Shipped Separately, Standard Screen, White 001, AAMA 2604, View Clear Mesh

Applied Hdwe, Hdwe = White, Concealed Jambliner, 1-Lock

Brickmould, 2", Primed Exterior, Exterior Casing Primed Finish = White, Casing Applied

Jamb = 5-1/8", Match Interior Wood = Yes, Pine Jamb, Primed Interior, Jamb Extension Primed

Color = White, Applied, Jamb Entire Set

IPG = PG40, Ind. CCL = 436-H-658.23, Ind. FL = FL24481, Ind. TDI =

U-Factor = 0.28, SHGC = 0.2, CR = 60, VT = 0.46, AI = <0.30/<1.5, CPD = SIE-N-112-01199-

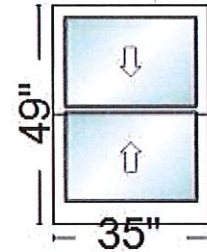
00001, Energy Star Region = ,SC,S, GapFill1 = ARG, Can ER = 15, W m 2k = 1.59

Exterior Casing Width = 37.625, Exterior Casing Height = 50.5

Unit 1: Glass Width = 29.53125, Glass Height = 20.1875, Lower Glass Sash Width = 31.90625,

Lower Glass Sash Height = 24.10938, Upper Glass Sash Width = 31.90625, Upper Glass Sash

Height = 22.79688



**Rough Opening:** 35.75" X 49.5"

**Overall Unit Size:** 35" X 49"

**Room Location:** None Assigned

QUOTE #	PO #	QUOTE NAME	PROJECT	JOB NAME	CUSTOMER PO #
1812955		coleman	coleman		

PRINTED BY	BID BY	SALESPERSON
kpatterson		240

SUB-TOTAL:	\$1,096.43
LABOR:	\$225.00
FREIGHT:	\$0.00
SALES TAX:	\$76.75
TOTAL:	\$1,398.18

Comments:

#### COMPANY

Unless otherwise noted on the line item, this product is covered under a Sierra Pacific Windows limited warranty. Please see your dealer, the Website [WWW.SIERRAPACIFICWINDOWS.COM](http://WWW.SIERRAPACIFICWINDOWS.COM) or our marketing literature for a copy of the applicable limited warranty for specific language, limitations and exclusions.

All prices quoted are typically valid for 30 days. The quoted pricing is not final and is subject to revised price book releases and changes until the order has been submitted. Other exceptions may apply. Shop drawing charges are not included.

#### COLOR VARIATION

Sierra Pacific offers a variety of wood species produced in combinations of solid and veneer-wrapped wood parts that have varying grain patterns. Wood characteristics also vary due to the species of the wood. The combination of these items could result in color variations of the finished stained products. Outswing Doors will have a complementary species of wood threshold.

#### RATINGS

Oversized units and certain mulled/stacked configurations have not been tested and therefore have no performance grade(PG) rating. P.E. approved job-specific comparative analysis may be available for these non-rated units. Please contact your Inside Sales group to determine available options for non-rated product. A complete list of rated products is available at [WWW.SIERRAPACIFICWINDOWS.COM](http://WWW.SIERRAPACIFICWINDOWS.COM)

Units denoted with an 'E' on the line item image meet egress based off criteria from the International Residential Code manual. Each has at least 20" clear opening width, 24" clear opening height and a total clear opening square footage of at least 5.7. The window sill height is not taken into consideration and needs to be reviewed for compliance in your local jurisdiction.

The Vinyl replacement products do not have a PG rating.

ALUMINUM CLAD UNITS ONLY: \*\*SPW recommends through frame installation for units with factory applied brickmould.\*\*

If units are being installed in an area requiring specific PG ratings the unit must be installed in the exact manner tested as shown in our certified installation details. These details can be found on the Florida Building Code website at [www.floridabuilding.org](http://www.floridabuilding.org) or can be obtained by contacting Sierra Pacific's Architectural Services Department at 800-433-4873 ext. 1734.

Recent building code changes require the addition of limiting devices on any operating unit installed where the finished clear opening of the unit within 24" of the floor and is more than 72" above the finished grade or other surface below the window. Please check with your local building department to determine if this code is a requirement in your jurisdiction and order units accordingly.

No Warranty for panel warpage without Multipoint hardware or Double Bore with Tru-Lock.

#### THERMAL PERFORMANCE

This quote may contain glazing options that include coating 'i89'. These glazing options may have an increased risk of room side glass condensation in areas where the winter outdoor temperatures are below freezing (32°F/0°C).

**We Appreciate Your Business!**