

## **HISTORIC PRESERVATION COMMISSION**

### **MINUTES**

**August 12, 2009**

**Members Present:** Louise Howard (Chairman), Alexis Cooke, Amy Dowdle, Durward Matheny, Carol Smith (Treasurer), and Johanna Trotter  
**Members Absent:** Debra Ludas (Vice-Chair), Thomas Neal, and Scott Wagner  
**Staff Present:** Agnes Wanman (Planner)  
**Guests Present:** Charlotte and Allen Jenkins, David St. John, and Chris Kaeberlein

#### **CALL TO ORDER**

The meeting was called to order at 7:34p.m. by the Chair.

#### **APPROVAL OF MINUTES**

The minutes of the July 8, 2009 meeting were approved unanimously.

#### **PUBLIC HEARINGS AND COA CASE REVIEW**

**A: COA-09-7:** A request filed by Charlotte Jenkins for a Certificate of Appropriateness to remove the kitchen window on the back of the north side of the house and replace it with Hardiplank siding, to install a picket fence with a gate on the north side between the house and its neighbor, and to remove the modern shutters on her home at 413 North Main Street.

Agnes Wanman, Charlotte and Allen Jenkins, and David St. John were sworn in by the chair. Agnes presented the application and her staff report and submitted them into the record. She reported that she had received an email from Linda Pukenas, adjacent homeowner on the north and who is currently out of the country, stating that she is in support of the picket fence between the two back yards, even if parts of it must be located on her side of the lot line. The Jenkinses were cautioned that the fence permit will almost certainly require some written statement from the Pukenases granting permission or easement to cross over the lot line. The Jenkinses and David St. John

answered questions. They requested that an option be allowed to use permanently closed shutters instead of filling in the area left from the removal of the window.

After general discussion Amy Dowdle moved to accept the Finding of Fact that the request met the Secretary of Interior's Standards for Rehabilitation. Johanna Trotter seconded the motion which passed unanimously. Amy then moved to accept the Finding of Fact that the request met the Wake Forest Historic District Design Guidelines. Durward Matheny seconded the motion which passed unanimously. Amy Dowdle then moved to approve the COA with the conditions in the staff report plus a 7<sup>th</sup> condition allowing the permanently closed shutters as an option. Durward Matheny seconded the motion which passed unanimously. The conditions are as follows:

1. The patch of siding, necessary upon removal of the window, will be of a siding the same as the surrounding siding. Hardiplank may be used if Hardiplank is the siding already in use. If the existing siding is of wood, then the patch will be wood. In either case, this patch will be blended with the surrounding area by blending the seams of the old with the new. As an alternative, the existing window trim can be left in place and the void filled with siding of Hardiplank. In either case, the exposure must match that of the surrounding siding.
2. If Hardiplank is used the exposure must match that of the surrounding siding.
3. Any Hardiplank used will be the smooth texture, not the wood grain texture.
4. The filled patch will be painted to match the surrounding wall, including the window trim if the alternative is used.
5. The fence may be installed between the house and the next door neighbor to the north running in the front yard, down the sides of the houses, and as far to the rear as desired. It will be of simple design, similar to that depicted in the submitted photo, made of wood, no more than 42 inches in height, and painted white or other color appropriate to the two houses.
6. Written permission must be obtained from the owner of the house next door if the adjoining lot is to be encroached upon. (*This will be necessary in order to obtain a fence permit.*)
7. Permanently closed shutters are an approved alternative to the filled window.

## **TREASURER'S REPORT**

Carol Smith delivered the Treasurer's report. The bank balance, as of June 12, 2009 was \$8,668.53. After \$0.74 interest and a check written to Long Leaf Resources of \$1,500.00 our balance is \$7,169.27. The Treasurer's report was accepted unanimously. A CD is due for renewal in July. Carol will look into the 1 year rate and email the HPC

for approval if it looks good. Otherwise, she'll renew as 6 months, as usual. Scott Wagner moved to approve this procedure. Durward Matheny seconded the motion which passed unanimously.

**PUBLIC COMMENT**                      None

## **OLD BUSINESS**

- A. Allen Young House Update:** Agnes Wanman gave the report. She and Ruth Little gave a presentation about the Ailey Young House to the Wake County Historical Society and requested a grant to help with mothballing the house. The Society pledged \$1,000.00 for this project, payable when the rest of the funds are obtained. It was decided that Agnes Wanman will contact a couple additional contractors for quotes on the cost. She will also appear before the Board of Commissioners with a request for funding for the project.
- B. Update on Requirements for PODs:** Agnes Wanman has begun to research what other communities do. One of the town planners has written a draft of POD requirements. Agnes will write another draft for potential requirements, to include dumpsters. One thing we can do in the local historic district is to require a COA. It would be a minor one, administrative only, for location of a POD less than a couple weeks or so. Longer placements would require a COA before the HPC and appearance standards would apply just like any other accessory structure.
- C. Other:** None

## **NEW BUSINESS & ANNOUNCEMENTS**

- A. Bed and Breakfast Application:** Agnes Wanman reported that a application for a Conditional Use Permit has been filed by Rick and Linda Pukenas to operate a bed and breakfast out of their home at 421 North Main Street upon their return next year. The HPC does not have any authority or official review over such applications however it has been the policy that the HPC reviews such requests in the historic district and send their comments to the planning board and board of commissioners prior to the public hearing. This request will go to public hearing sometime later this fall, not before October and maybe not until November. The town has a list of standards which must be met in order to obtain the permit. The HPC discussed the request and are not opposed to the location of a bed and breakfast at this location however the members are concerned with the available off-street parking behind the house. Further discussion was put off until the September meeting in order for members to have a chance to check out the site.
- B. Anthemion Award Nomination:** The meeting was briefly reopened after adjournment, as people were beginning to leave, in order to approve sending a letter of

support for Julie Luddy who is nominating her home for an Anthemion Award. The letter was approved.

## **ADJOURNMENT**

There being no further business, the meeting was adjourned at 9:10 pm.

Respectfully submitted,

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Louise Howard, Chairman

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Agnes W. Wanman, Secretary