

## **WASHINGTON HISTORIC PRESERVATION COMMISSION**

**Regular Scheduled Meeting - Agenda**

**Tuesday February, 2014**

**7:00 PM**

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**I. Opening of the meeting**

**II. Invocation**

**III. Roll call**

**IV. Old Business**

**V. Major Works, Certificate of Appropriateness**

**A. Major Works**

1. N/A

**Minor Works**

1. A request has been made by the owner at 629 East Main Street to repair several rotted and missing areas around the property. See list.

2. A request has been made by the at 141 South Market Street to install a sign for the Little Washington Sailing School

**VII. Other Business**

1. SHPO Training

**VII. Approval of Minutes – January 7, 2013**

**VIII. Adjourn**

## **MAJOR WORKS**

**N/A**

# **MINOR WORKS**

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission  
Washington, NC

To: Washington Historic Preservation Commission  
102 East 2nd Street  
Washington, NC 27889

Please use Black Ink

Street Address of Property: 629 E. Main St.

Historic Property/Name (if applicable): \_\_\_\_\_

Owner's Name: Rita Robinson Whitman

Lot Size: Approx. 50 feet by Approx. 278 feet.  
(width) (depth)

Brief Description of Work to be Done:  
Please see attached copy of  
REPAIRS.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
<b>ACTION</b>	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

Rita R. Whitman  
(Name of Applicant - type or print)  
629 E. Main 27889  
(Mailing Address) (Zip Code)  
12/31/13 440-221-7618  
(Date) (Daytime Phone Number)  
Rita R. Whitman  
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until \_\_\_\_\_. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

\_\_\_\_\_  
(Minor Work Auth. Sig.) (Date)

**Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.**

Rita Whitmore  
629 E. MAIN  
Washington NC

### Alligood Roofing Co., Inc.

124 Alligood Lane

Washington, NC 27889

Tel: (252) 927-4500 Fax: (252) 927-2262

Mobile: Nolan Alligood - (252) 943-8779 Tony - (252) 943-8778

Date: 12-31-13

Statement: \_\_\_\_\_ Estimate:

Property Owner: RITA

Job Location: EAST MAIN ST.

\_\_\_\_\_ Remove existing roof \_\_\_\_\_ Install new shingles \_\_\_\_\_ No. of squares

\_\_\_\_\_ Replace with:  
\_\_\_\_\_ 20 yr. \_\_\_\_\_ 30 yr. \_\_\_\_\_ Architect \_\_\_\_\_ Other \_\_\_\_\_

\_\_\_\_\_ Flashing \_\_\_\_\_ Felt Paper-Weight \_\_\_\_\_ Metal eave \_\_\_\_\_ Ridge vent ( optional ) \_\_\_\_\_

\_\_\_\_\_ Metal Roof - ( Type of metal ) \_\_\_\_\_

\_\_\_\_\_ Rubber Roof

\_\_\_\_\_ Asphalt Roof

\_\_\_\_\_ Wood Repair ( Time & Material Basis ) \_\_\_\_\_ Gutters & Downspouts ( Optional ) \_\_\_\_\_

\_\_\_\_\_ Dumping Waste - ( Clean yard as found )

Description: REPAIR SILL & BOARDS ON FRONT OF HOUSE

INSTALL MISSING FOUNDATION VENT ON FRONT PORCH

REMOVE & REPLACE BAD SIDING BOARDS ON BACK - (7 BOARDS)

REMOVE OLD VENT PIPE COVER & REPLACE WITH SHINGLES

REMOVE & REPLACE VENT PIPE COVER ON NEW VENT PIPE

REPLACE BROKEN BOARD ON MAIN TOP & REPLACE SHINGLES

REPAIR LEAKS ON MAIN TOP

PRIME ALL NEW WOOD

Estimate Total: \$ 725.00 Sub. Total: \$ \_\_\_\_\_

Additional Charges ( See Description ): \$ \_\_\_\_\_

Statement Total: \$ \_\_\_\_\_

All statements are due upon completion of job.

LWSS Sign

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission  
Washington, NC

To: Washington Historic Preservation Commission  
102 East 2nd Street  
Washington, NC 27889

Please use Black Ink

Street Address of Property: 141 SOUTH MARKET STREET

Historic Property/Name (if applicable): \_\_\_\_\_

Owner's Name: WARREN F. SMITH

Lot Size: \_\_\_\_\_ feet by \_\_\_\_\_ feet.  
(width) (depth)

Brief Description of Work to be Done:  
PLACEMENT OF SIGN FOR THE LITTLE WASHINGTON  
SAILING SCHOOL BY THE WATER STREET ENTRANCE  
Water Street facade

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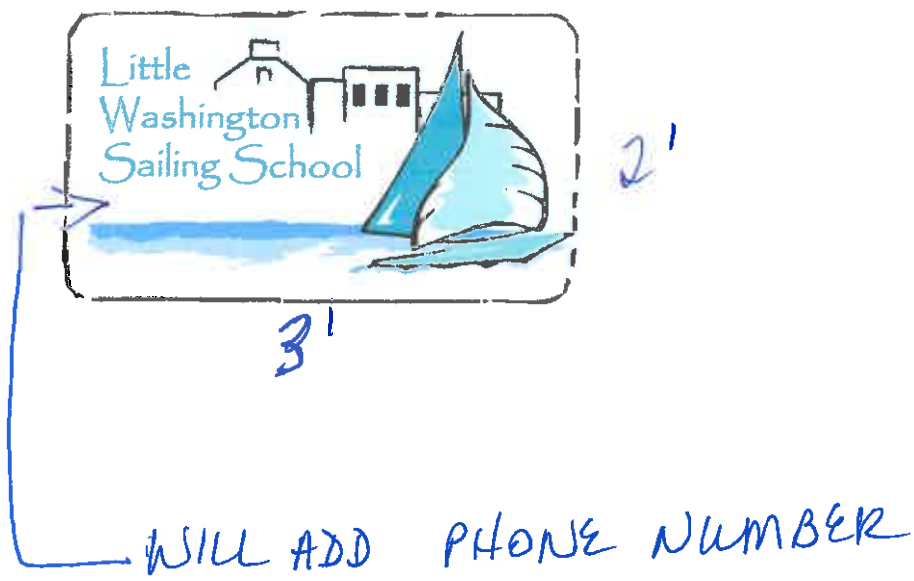
Office Use Only	
(Date Received)	(Initials)
<b>ACTION</b>	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

ANNIE KUMINS - PRESIDENT LWSS  
(Name of Applicant - type or print)  
PO BOX 1865 WASHINGTON NC  
(Mailing Address) (Zip Code) 27889  
1/3/14 833-4333  
(Date) (Daytime Phone Number)  
Annie Kumins  
(Signature of Applicant)

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\_\_\_\_\_  
(Minor Work Auth. Sig.) (Date)

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WILL ADD PHONE NUMBER

# **OTHER BUSINESS**



# MINUTES

**WASHINGTON HISTORIC PRESERVATION COMMISSION**

**Regular Scheduled Meeting – Minutes**

**Tuesday January 7, 2014**

**7:00 PM**

**Members Present**

Picott Harrington    Judi Hickson

Ed Hodges         Jerry Creech

Seth Shoneman    Victoria Rader

**Members Absent**

Geraldine McKinley

**Others Present**

Jennifer Brennan, Community Development Planner

Jessica Green, Administrative Support

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**I.        Opening of the meeting**

The Chairman called the meeting to order.

**II.       Invocation**

A moment of silence was taken.

**III.      Roll Call**

A silent roll call was taken by staff.

Jerry Creech made a motion to accept the presented agenda. Judi Hickson seconded the motion and all voted in favor.

**IV.      Old Business**

**V.       Major Works, Certificate of Appropriateness**

**A. Major Works**

1. A request has been made by James Bagwell to re-roof the house at 319 West 2<sup>nd</sup> Street from a metal roof to a shingle roof.

Mr. Patrick Griffin came forward and was sworn in. He explained that Mr. Bagwell would like to replace the roof with a shingle roof. Mr. Shoneman asked if he would be using asphalt shingles. Mr. Griffin stated that they would.

The Chairman opened the floor. There being none coming forward the floor was closed and the Commission discussed the request.

Victoria Rader made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. James Bagwell to remove the metal roof on the property at 319 West 2<sup>nd</sup> Street and replace it with a new shingle roof. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Section 3.0 Changes to Existing Buildings. Judi Hickson seconded the motion. Mr. Shoneman asked if the Commission could request that they use an architectural shingle. Mr. Shoneman then amended Ms. Rader's motion.

Mr. Shoneman made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. James Bagwell to remove the metal roof on the property at 319 West 2<sup>nd</sup> Street and replace it with a new 25 year shingle roof. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Section 3.0 Changes to Existing Buildings. I further move that the Historic Preservation Commission place the following conditions on the approval: that Mr. Bagwell use a 25 year Architectural shingle. Judi Hickson seconded the motion. All voted in favor and the motion carried.

2. The City of Washington plans to install a pier at the end of South Market Street, linked to the current walkway. Two designs have been submitted for review.

Mr. Rodman stated that this information was just for the Commission's knowledge at this point and further into the process it will come back before the Commission for a COA. Mr. Rodman presented a power-point presentation with the proposed designs and other designs located in other municipalities. Ms. Hickson asked if people would be able to fish from the pier and Mr. Rodman stated that the intention is not to allow fishing from the pier. He explained that these are just concepts and any rules or regulations would be decided by the City Council. Mr. Rodman explained that the opportunity has come up because some grant money has become available. Mr. Rodman then showed the Commission where the pier would be located and discussed the materials that would be used. The Commission commented and discussed their concerns about the pier.

#### **B. Minor Works**

1. A request has been made by the property owner at 210 N. Harvey Street to replace flooring on the front porch. Additional work may be required.

2. A request has been made by the property owner at 412 West Main Street to change out the gas furnace in the crawl space.
3. A request has been made by the property owner at 622 West 2<sup>nd</sup> Street to change out all HVAC in the house and install new ductwork and units.

Judi Hickson made a motion to approve all minor works. Her motion was seconded by Picott Harrington. All voted in favor and the motion carried.

**VI. Other Business**

**1. Discussion of Windows**

Mr. Brennan came forward and presented the Commission with some information about windows and some design guidelines from New Bern and Beaufort South Carolina. She explained that at the Commission's next meeting on February 4<sup>th</sup> the state preservation office will be coming and discussing windows and the design guidelines.

**2. February 4 – SHPO Training**

Ms. Brennan again stated that the state preservation office will be at the Commission's February meeting. She stated that their preservation would be about an hour and would follow the regular Commission meeting.

**3. February 11 – Preservation Plan Meeting**

Ms. Brennan stated that she is developing a Preservation Plan for the Historic district and is planning a meeting of interested parties on February 11<sup>th</sup>.

**VII. Approval of Minutes – December 3, 2013**

Judi made a motion to approve the minutes as corrected. Jerry Creech seconded the motion and all voted in favor.

**VIII. Adjourn**

There being no other business the meeting was adjourned.