

AGENDA  
THOMASVILLE HISTORIC PRESERVATION COMMISSION  
City Council Chambers  
7003 Ball Park Road  
Tuesday, March 28, 2023 6:30 p.m.

1. Call to Order
2. Elect new chair and vice chair
3. Approval of Minutes of February 28, 2023
4. Request for Certificate of Appropriateness:
  - COA-23-06  
Applicant: Signage Industries  
Property Owner: Baptist Children's Home  
Location: 417 West Main Street  
To install a sign on the property of the existing house, a structure for BCH to designate the location as part of BCH.
  - COA-23-07  
Applicant/Owner: John Kruse  
Location: 101 Jones Ave.  
To install a roof over the deck and steps.
5. Staff Report
6. Committee Reports
  - a. Finance Report
  - b. Sales: Books and Index
7. Any other business
8. Next Meeting
  - a. The Commission next meeting will be held on Tuesday, April 25, 2023, at 6:30 p.m. in the City Council Chambers on Ball Park Road.
  - b. The deadline for COA applications will be on Friday, April 7, 2023 at 5 p.m.
9. Adjournment

**Minutes**  
**Thomasville Historic Preservation Commission**  
**City Council Chambers**  
**7003 Ball Park Rd**  
**Tuesday 28 February 2023 – 6:30 P.M.**

The Thomasville Historic Preservation Commission meeting was held at the City Council Chambers on Tuesday 7 February 2023 at 6:30 P.M.

**Members Present:** Members: Casey Gardner, Jill Simpson, Katheryn Byrnes, Dean Freeman, and Steve Teglas

Staff Members: Chuck George; Attorney: Samantha Smith; City Council Liaison: Lisa Shell

**Members Absent:** Lisa Edwards, Paxton Taylor, Marybeth Ford, Jennifer Gardner, and city attorney Misti Whitman.

**1. Call To Order**

Dean Freeman called the meeting to order at 18:32.

**2. Oath of Office - New Members**

Two new members joined the HPC. The Attorney Samantha Smith swore in Amanda Cox and Jennifer Mayhall.

**3. Approval of Minutes**

Dean Freeman asked for a motion to approve the minutes from the February 7, 2023 meeting. Jill Simpson made a motion to approve the minutes from the February 7, 2023 meeting. Casey Gardner seconded the motion.

Dean Freeman asked that we change the words vice president to vice chairman on the February 7, 2023 meeting. All approved this change. Non-opposed.

Motion passed.

**4. Application for Certificate of Appropriateness (Public Hearing)**

COA-22-11-02

Property Owner/ApplicantL Jennifer Mayhall

Location: 16 Carmalt Street

Scope of Work consist of the following:

1. Window Replacement - Already replaced by contractor (Approved on 12/27/23)
2. French Doors - French door already installed by contractor
3. New Front Door (Approved on 12/27/23)

Two members, Jennifer Mayhall (Owner) and Steve Teglas (Business associate of Jennifer) had to recuse themselves from the proceedings. Kat made a motion to have Jennifer and Steve recuse themselves. Casey second. All approved, non-opposed, motion to have Jennifer and Steve stepped down was approved.

Samantha Swore in:

Jennifer Mayhall  
Steve Teglas  
Scott Ford  
Chuck George  
Christopher Lewis

Chuck gave his staff report. Staff finds that the revitalization occurred and new features requested to be inconsistent with the Thomasville Design Standards. The Historical Preservation Design Standards specify the replacement in kind of any portion of a window or door that is damaged or deteriorated beyond repair. Retain as much of the original fabric as possible. Match the original in design, material, dimension, sash or panel configuration, detail, texture, and color. It is not acceptable to replace wooden doors and windows with vinyl substitutes. The new front door and the new French doors added features would create a false sense of history.

Staff finds the proposed work to be inconsistent with the design standards of the Historic Preservation Commission. However, it will not negatively affect the architectural and historical integrity of the streetscape properties in the Colonial Drive School District.

Jennifer Mayhall spoke in support of the COA. She talked about how she came in February 2022 and spoke about what she plans to do with the car port. She was told to talk to a design committee and after an email from Scott Ford there was no more communication. She said that beside what is in the COA she had nothing more to add. The carport was not made to standards and she was unable to use the carport as a carport.

Steve Teglas spoke in support of the COA. He talked about how he lives down and wants to continue to make the historical district beautiful. Based on Misti's report from the February 7th meeting the new doors fit the standards of the Colonial Drive School District. He talked about the fact that seeing this home get fixed up is amazing and helpful to the neighbors because hopefully more homeowners will fix up their houses too.



Christopher Lewis talks about his own COA and asked why we allowed Jennifer to complete her work without a COA but he could not. We told him that she was not aware that she needed a COA and hence why she is here now.

Scott Ford talks in opposition of this COA. He said that he visited the house in February 2022 and spoke to the owner then saying adding a stoop and carport would most likely not be approved (there is no official record of this meeting). He said that you can see the doors from the road, if you come up via the side of the house. He is in opposition due to the standards on page 40: "It is not acceptable to eliminate existing windows or doors or to introduce new windows and doors on character-defining elevations of a building."

Jennifer gets up and rebutes what Scott says. She said that she has no memory of this meeting. If you look at the house from the front you will not be able to see the new door. That was the end of the public discussion on this COA.

Jill Simpson read from the state's historical design guidelines, which states "Avoid new doors if they diminish integrity of the house." Per the 2004 Thomasville Survey (the survey explains what is character-defining about the houses in the historical district) of the house in question the only character defining features are: the steep roofs, the front porch, carport portico, 3 over 1 windows, chimney brickwork, and square columns. Jill said that per the standards page 40 the windows in the carport are not considered 'character-defining elevations of the building.' The carport is not described as character defining for this house. Jill also talked about how Misit said the doors are similar to the Colonial Historical District (at least 4 houses have french doors with portico's). Jill comes to the conclusion that this new door is congruent with the district even if it is not congruent with the standards.

Casey did say that there was another house about a year ago who wanted to add side windows to their house and it was denied.

Dean says that the new doors are visible from the street and that the windows are character defining. The owner of the house got the standards and gave them to the contractor (told the committee this in December). He says that per the standards on page 40 (it is not acceptable to eliminate existing windows or doors or to introduce new windows and doors on character-defining elevations of a building) and 42 (It is not acceptable to enclose a front porch, entrance, or balcony on a character-defining elevation) we should deny this COA. He mentions that even though the work is done it should not affect our judgment on this COA.

Katheryn Byrnes made a motion of finding facts based on the standards page 40 and 42 steps 6 - it is not acceptable to eliminate existing windows or doors or to introduce new windows and doors on character-defining elevations of a building, Chuck's report

that says it will not negatively affect the architectural and historical integrity of the streetscape properties in the Colonial Drive School District, and Jill's 2004 survey that does not the carport windows as character defining. Jill seconds the motion.

Dean says he opposes due to what the standards say on page 40 and 46 and Casey opposes due to the fact that this is a lot of gray area. In favor of finding facts was Katheryn, Jill, and Amanda. In opposition was Dean and Casey. Finding of Fact has been approved.

Katheryn made a motion to approve this COA based on the approved finding of facts. Jill seconds the motion. In favor of the COA is Casey, Katheryn, Jill, and Amanda. In opposition is Dean. COA is approved.

Dean Freeman walks out of the meeting and resigns his position and role in the Historical Preservation Committee right after the COA was approved. Casey Gardner takes over the rest of the meeting as he is the Vice Chairman.

#### COA -23-05

Applicant: David Yemm

Property Owner: City of Thomasville

Location: 7 W. Guilford St. (Former City Hall/Police Department)

The Blue Ribbon Committee studying the resume of 7 W. Guilford.

Would like to remove partition walls that were placed in the area designated as "Library" on the original drawings from 1937. The committee believes this will help visualize any adaptive resume of the building while maintaining the original character.

Samantha Swore in

David Yemm

Michael Brandt

Per Chuck's staff report we have no interior guidelines. As long as their plans are in congruent with the properties original design then the staff finds this is congruent with the standards.

David Yemm spoke in support of the COA. He presented the original property architectural plans which show that there were no partition walls in the area designated as "Library." The NC State office came in and toured the building. They recommended tearing down the added walls and bring the building back to its original designs.



Michael Brandt, the city manager, got up and talked about the importance of this building for the community. The building has been neglected and they will turn it into something useful. They want to fix the building back to the original design so they can keep their integrity.

No one from the community had any opposition.

Katheryn and Jill talked about how they went and toured the building. You could see which walls were added and are in agreement that bringing the room back to the original design is a good idea.

Casey asked if it was just this room. The answer was yes.

Jill made a motion of finding of facts due to the plans provided that show the walls were not original. Katheryn seconded the motion. All in favor. Non-opposed. Finding of facts passed.

Katheryn made a motion to approve this COA based on the finding of facts. Amanda seconded the motion. All in favor. Non-opposed. The COA passed.

## **5. Staff Report**

Chuck welcomes the new members and talks about how the Casey Gardner, Jennifer Gardner, and Lisa Edwards time on the committee is up. Four spots on the committee have opened up so please have anyone who is interested apply.

We need to educate the public on the design standards.

## **6. Committee Reports**

Nothing to report.

## **7. Other Business**

April 1st is Bright Letter History Day. Jill said that she will use some of the money for a tablecloth so that the table we have looks better.

As getting a light on the flag post at the post office is under \$400 we are moving forward in that decision.

We have agreed to have a meet and greet with the public on Monday 24 April 2023 between 6-8 pm at the Women's Club. Katheryn will send out some menu ideas and the advertisement flier so we can all approve it.

We talked about sitting with Misit to update the standards to maybe guidelines or to add what she talked about/found at the February 7 meeting.

#### **8. Next Meeting**

The Commission's next meeting will be held on Tuesday 28 March 2023 at 6:30 P.M. in the City Council Chambers on Ball Park Road.

The deadline for COA Applications will be on Friday 3 March 2023 at 5 P.M.

#### **9. Adjournment**

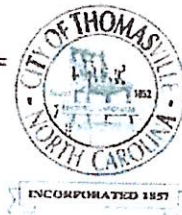
This meeting was adjourned at 2026 on 28 February 2023.

Minutes submitted by Katheryn Byrnes.

Katheryn Byrnes  
Secretary



COA-23-66

APPLICATION FOR  
CERTIFICATE OF APPROPRIATENESS

HISTORIC PRESERVATION COMMISSION, THOMASVILLE, NC 27360

HISTORIC DISTRICT (Baptist Childrens Home Area)  
LOCATION 417 West Main St.  
Street Address Where Work Will Be Undertaken

PROPERTY IDENTIFICATION  
Tax Map(s) \_\_\_\_\_  
Tax Block(s) \_\_\_\_\_  
Tax Lot(s) \_\_\_\_\_

APPLICANT  
Christy Melody (Signage Industries)  
Last Name First Name MI

ADDRESS  
9552 us Hwy 311 S  
Number Street  
Archdale NC 27263  
City State Zip

TELEPHONE NO. 336 434 4126  
Work Home Mobile

FAX NO. \_\_\_\_\_  
E-MAIL mchristy@signageindustries.com

PROPERTY OWNER Barefoot Sam (Cynthia Truak is our contact)  
Last Name First Name MI

ADDRESS  
PO Box 338  
Number Street  
Thomasville NC 27361  
City State Zip

TELEPHONE NO. 336 312 5849  
Work Home Mobile

☐ If there are additional property owners, check here and attach their names, addresses and phone numbers.

OWNER'S SIGNATURE

DATE

Melody Christy1-25-23

APPLICANT'S SIGNATURE

DATE

## Submit COA Application &amp; Documentation to:

PLANNING &amp; INSPECTIONS DEPT

CITY OF THOMASVILLE, NC

Physical Location: CITY HALL, 10 SALEM ST, 2ND FLOOR

Mail To: PO BOX 368, THOMASVILLE, NC 27361-0368

FAX: (336) 475-4258

QUESTIONS: (336) 475-4255



## PROPERTY SITE INFORMATION

Total acreage / square footage of property:

Name of Street: W. Main St.

Total Frontage: \_\_\_\_\_ Depth: \_\_\_\_\_

Structures on property? (If yes, give use and year built for each structure)

Existing Use: part of BCH campus

Names and addresses of property owners within 100 feet on all sides of property for which the request is made. If additional space is needed, attach names and addresses on a separate sheet.

- |                            |                            |
|----------------------------|----------------------------|
| 1. _____<br>_____<br>_____ | 2. _____<br>_____<br>_____ |
| 3. _____<br>_____<br>_____ | 4. _____<br>_____<br>_____ |

**The application for a Certificate of Appropriateness (COA) and all supporting information must be received no later than 15 days prior to the Historic Preservation Commission meeting. Incomplete applications will not be reviewed by the Commission.** The Commission meets on the last Tuesday of each month at 6:30 p.m. in the Community Center located at 7003 Ball Park Road. COA applications are reviewed by the Commission in public hearing according to due process. **Applicants and/or their designated representatives are encouraged to attend the public hearing.** The Historic Preservation Commission's action in granting or denying a COA may be appealed by filing notice with the Board of Adjustment within 30 days of the Commission's decision. Appeals are filed in the Department of Planning and Inspections offices.

Upon request, the Commission's Design Review Committee consults informally with the property owner during project planning to advise on the Design Guidelines, the basis of all COA decisions. Such unofficial discussion of the proposed work is not binding upon the Commission in its review of the resulting application.

Certificates of Appropriateness remain in force for the duration of a project. However, if a period of one year passes and no progress has been made toward completing the project, the COA is voided and a new application must be submitted and approved before work may resume.

A new COA application must be submitted for any changes to approved plans. Deviating from approved plans constitutes a violation of the historic district or landmark regulations and is subject to civil penalties.

**The Certificate of Appropriateness does not relieve the property owner from the responsibility of obtaining any other required permits.** Building permits and other permits may be required even if a Certificate of Appropriateness is not required. For more information contact the Zoning Enforcement officer at (336) 475-4255

## STEPS FOR COMPLETING APPLICATION

1. Describe the project completely and clearly stating the nature and extent of the proposed work. Attach additional sheets if necessary. Provide sufficient detail to allow the Zoning Enforcement Officer or Historic Preservation Commission to make an informed decision regarding appropriateness.

installing sign on property of existing  
house structure for BCH to  
designate the location as part of  
BCH.

2. Provide the following documentation:

### Painting

- Color chips or brochure
- Color names or numbers to be used on each of the following as appropriate: body of house, corner boards, soffit, fascia, cornice molding, exposed rafters, roof brackets, window and door casings, window sash, porch columns, porch railing, porch flooring, porch ceiling, entrance doors, and other

### Exterior Repairs

- Photograph of repair site for replacement of deteriorated porch railings, columns, steps, or other architectural features
- Description of replacement materials when original materials will not be retained.

### Re-roofing

- Photographs of slate, terra cotta tile or other distinctive roofing shingles, or other significant roof features that might be disturbed during the work.
- Manufacturer's brochure or sample of replacement shingle or other roofing material
- Description of type and location of roof ventilators and method of flashing





"You Imagine It. We Build It."  
Manufacturing signs nationwide since 1977  
www.signageindustries.com  
P.O. BOX 4879 ARCHDALE, NC 27269  
TEL 336-434-4126 FAX 336-434-3616

CUSTOMER: Baptist Children Homes of North Carolina

BUILDING ID SIGNS

LOCATION:

Thomasville, NC

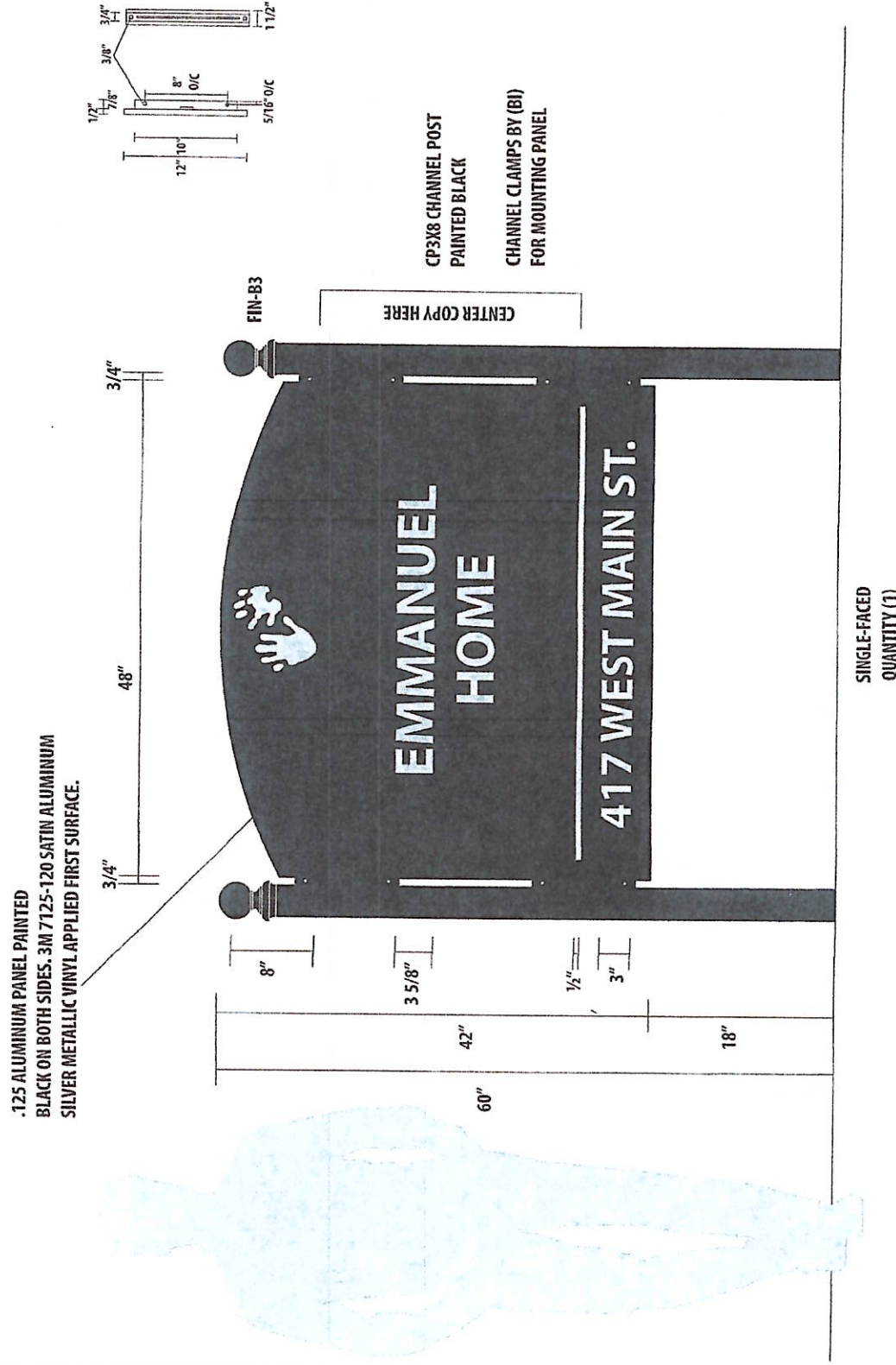
SIGN TYPE: 1.0 SCALE: 3/4" = 1'-0" REFERENCE #: 21420-D REVISION: 09-06-22 DATE: 08-30-22 DRAWING #: 22411-D

### SPECIFICATIONS

Quantity: 1  
Size: 42" x 48"  
Square Feet: 14  
# of Faces: SINGLE-FACED  
Panel Material: ALUMINUM  
Panel Thickness: .125  
Frame Series: N/A  
Letter Style: MYRIAD PRO BOLD  
Panel Color: BLACK  
Frame Color: N/A  
Post Color: BLACK  
Letter Color: 3M 7125-120 SILVER  
Logo Color: 3M 7125-120 SILVER  
Reveal Color: N/A  
Vinyl: YES  
Digital Print: NO  
Grain Direction: N/A  
Installation Method: DIRECT BURIAL

### NOTES

☐ APPROVED AS DRAWN ☐ APPROVED AS NOTED  
☐ REJECTED-REVISE AND RESUBMIT  
BY: \_\_\_\_\_  
DATE: \_\_\_\_\_






## Untitled Map

Write a description for your map.

### Legend

 417 W Main St



Sign location:

approx: 10' from sidewalk / ~~prop~~ prop line

Google Earth

© 2023 Google

6.19 ft





COA-23-07

APPLICATION FOR  
**CERTIFICATE OF APPROPRIATENESS**

HISTORIC PRESERVATION COMMISSION, THOMASVILLE, NC 27360

HISTORIC DISTRICT Colonial Drive School Historic DistrictLOCATION 101 Jones Ave

Street Address Where Work Will Be Undertaken

PROPERTY  
IDENTIFICATION

Tax Map(s)

Tax Block(s)

Tax Lot(s)

APPLICANT

Kruse  
Last NameJohn  
First NameD.  
MI

ADDRESS

101 Jones Ave  
Number StreetThomasville N.C.  
City State27360  
Zip

TELEPHONE NO.

702-557-0966 Same  
Work Home-  
Mobile

FAX NO.

-

E-MAIL

PROPERTY OWNER

Kruse  
Last NameJohn  
First NameD.  
MI

ADDRESS

101 Jones Ave  
Number StreetThomasville N.C.  
City State27360  
Zip

TELEPHONE NO.

Same as above -  
Work Home-  
Mobile☐ If there are additional property owners, check here and attach their names, addresses and phone numbers.[Signature]  
OWNER'S SIGNATURE02/23/23  
DATE[Signature]  
APPLICANT'S SIGNATURE02/23/23  
DATE**Submit COA Application & Documentation to:**

PLANNING &amp; INSPECTIONS DEPT

CITY OF THOMASVILLE, NC

Physical Location: CITY HALL, 10 SALEM ST, 2ND FLOOR

Mail To: PO BOX 368, THOMASVILLE, NC 27361-0368

FAX: (336) 475-4258

QUESTIONS: (336) 475-4255

## PROPERTY SITE INFORMATION

Total acreage / square footage of property:

Name of Street:

JONES AVE

Total Frontage:

Depth:

Structures on property? (If yes, give use and year built for each structure)

Existing Use:

?

Names and addresses of property owners within 100 feet on all sides of property for which the request is made. If additional space is needed, attach names and addresses on a separate sheet.

1.

2.

3.

4.

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rev. 11/2008



## STEPS FOR COMPLETING APPLICATION

1. Describe the project completely and clearly stating the nature and extent of the proposed work. Attach additional sheets if necessary. Provide sufficient detail to allow the Zoning Enforcement Officer or Historic Preservation Commission to make an informed decision regarding appropriateness.

Install Roof over Deck and Steps

2. Provide the following documentation:

### Painting

- Color chips or brochure
- Color names or numbers to be used on each of the following as appropriate: body of house, corner boards, soffit, fascia, cornice molding, exposed rafters, roof brackets, window and door casings, window sash, porch columns, porch railing, porch flooring, porch ceiling, entrance doors, and other

### Exterior Repairs

- Photograph of repair site for replacement of deteriorated porch railings, columns, steps, or other architectural features
- Description of replacement materials when original materials will not be retained.

### Re-roofing

- Photographs of slate, terra cotta tile or other distinctive roofing shingles, or other significant roof features that might be disturbed during the work.
- Manufacturer's brochure or sample of replacement shingle or other roofing material
- Description of type and location of roof ventilators and method of flashing

1. It will not be attached to the house.
  2. Added support will be needed to support the roof.
  3. The supports that are there now will need to be reinforced with concrete pads because they are now just setting on the ground.
  4. I am planning on using flat steel roof which is much lighter than using wood.
- something like this:

<https://www.homedepot.com/b/Building-Materials-Roofing-Roof-Panels-Metal-Roofing/12/14/3-Wide-Rib-Panel/N-5yc1vZapwhZ1z0lknzZ1z0scafZ1z0sdg7>

