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**Historic Preservation Commission**

**Agenda  
City of Hickory  
Historic Preservation Commission  
Tuesday March 26, 2024  
5:30 P.M.**

**Location: Hickory City Hall, Council Chambers**

**Historic Preservation Commission Members:** Sam Hunt, Simon Lucas, Katherine Mull, Dan O'Malley, Dan Rink, Ernest K. Sills, Adam Oakley

**Youth Council Advisory Member:** Kate Bridges

1. Call to Order Chair
2. Roll Call
3. Approval of Minutes from the January 24, 2024 Meeting
4. CLG Historic Preservation Training Staff
5. Announcement of Vacancies
6. Other Business
7. Adjourn

**Historic Preservation Commission**  
**Tuesday, January 23, 2024, 5:30 pm**

A regular meeting of the City of Hickory's Historic Preservation Commission (HPC) was held on Tuesday, January 23, 2024 at 5:30 pm, in Council Chambers of the Julian G. Whitener Municipal Bldg.

**Members Present:** Katherine Mull, Dan Rink, Simon Lucas, Dan O'Malley, Adam Oakley, Ernie Sills, and Sam Hunt

**Members Excused:** none

**Members Absent:** Kate Bridges

**Guests Present:** Public Works Director Steve Miller and Parks & Public Properties Manager Josh Rice

**Others Present:** Senior Planner Mike Kirby, staff liaison, and Minutes Clerk Anne Starnes

**Call to Order:** Katherine Mull, Chair, called the meeting to order at 5:35 pm.

**Roll Call:** Mr. Kirby said a quorum was present and no members were excused.

**New Member Oath of Office:** Ms. Mull welcomed Adam Oakley to the Commission. He took the oath of office and was sworn in as an At-Large member of the Historic Preservation Commission. Self-introductions were made.

**Approval of November 28, 2023 Minutes:** Minutes of the previous meeting held in November were distributed in advance. No additions, deletions, or corrections to the minutes were stated. Ernie Sills moved, seconded by Dan O'Malley, to approve the November 28, 2023 minutes as presented. The motion carried unanimously.

**Public Hearing to Consider Certificate of Appropriateness 24-01:**

Ms. Mull reviewed how the quasi-judicial public hearing would be conducted. All persons presenting evidence must be sworn in prior to their testimony and members of the audience should speak only after being recognized. Any member with a known conflict of interest regarding the proceedings should state so, and ask to be recused from participating. None of the members stated a known conflict of interest.

Ms. Mull opened the public hearing.

All speakers were sworn in by the clerk prior to their testimony.

**Mike Kirby** presented the Staff Report and referred to PowerPoint slides. He reviewed **slide #2** (Certificate of Appropriateness 24-01).

**Certificate of Appropriateness 24-01**

- **Property Location:** 534 3rd Avenue NW
- **Applicant:** Steve Miller (Director of Public Services, City of Hickory)
- **Owner:** City of Hickory
- **Property Name:** Hickory Shuford House
- The property is located in the Oakwood Local Historic District.

**Slide #3** (Property History).

The Abel A. Shuford II House is a two-story brick and waterboarded Dutch Colonial home, built around 1904 on 3rd Ave NW. Character defining features include a gambrel and gable roof, stone foundation,

porch, an end chimney, and a wood shingle exterior. The property is located in the Oakwood Local Historic District.

**Slide #4** (Property History - Photograph). Mr. Kirby said the photo was provided by the Hickory Landmarks Society, and was likely made in the late '60s or early '70s. All earlier photos taken were made in black/white, and this was the only color photo available. The City plans to use exterior paint colors on the house that will match the original ones.

**Slide #5** (Aerial Map). Mr. Kirby said the overhead photo shows the location of the house at the intersection of 3<sup>rd</sup> Avenue and 6<sup>th</sup> Street NW.

**Slide #6** (Nature of the Request).

The applicant has requested approval to restore the exterior appearance to its original color and function, replace any damaged wood on the exterior walls, soffits, porch and decking, as well as replace gutters with an appropriate look and finish.

**Slides #7-13** (Current Conditions – Photographs). Mr. Kirby said these seven (7) photos show some of the exterior conditions of the house, which currently include damage to the windows, cedar shakes, front porch, roof, and gutters.

Mr. Kirby reviewed **slides #14-17** (Statutory Analysis).

- 1) Height.
  - There will be no replacements for this requirement.
2. Setback, lot coverage, yards, orientation and positioning of the building, and spacing of buildings.
  - As this will be an upfit to the exterior, there are no requirements for the criteria.
3. Materials, surface textures and patterns.
  - The upfit will be replacing the vinyl with wood to match the original home. The City will replace any damaged wood on the exterior walls and soffits. No patterns or textures were noted.
4. Architectural detailing.
  - The upfit will use the original design details, and will not impact any known architectural details associated with the house.
5. Roof shapes, forms, and materials.
  - The upfit will include reroofing the house. The roof material will be fiberglass shingles. The applicant noted the roof materials will closely match those historically utilized. No equipment or special features were noted.
6. Fenestration proportions, shapes, position and location, and pattern.
  - The upfit will include the reglazing of the existing windows, cleaning, and painting to match the original colors.
7. General form and proportions of buildings and structures.
  - The upfit will be Dutch Colonial in form and will remain two stories.
8. Appurtenant features and fixtures including, but not limited to, lighting, walls, and fences.
  - No impacts to appurtenant features were mentioned in the application.

He said scraping the windows was mentioned in the Staff Report, but the applicant has clarified that they plan to clean the windows.

Mr. Kirby reviewed **slides #18-22** (Design Guidelines for Exterior).

### **3.2 Wood**

1. It is recommended that all original or existing wood siding and wooden architectural features be retained whenever possible.
2. Repairs or replacement for any deteriorated wood materials should match the existing in size, shape, material

and texture.

3. Historic structures, as well as accessory structures, should be appropriately painted or finished with a material that is congruous with the structure and the surrounding neighborhood.
4. When certain wooden architectural features are no longer produced or are deemed economically unfeasible by the Historic Preservation Commission, substitute materials (i.e., fiberglass, plastic molding, etc.) may be appropriate, if they are matching in appearance and texture.
5. It is recommended that whenever artificial materials, such as asphalt shingles and vinyl siding, are removed, they should be replaced with materials matching the original wood in appearance and texture.

### **3.4 Roofs and Roofing Materials**

1. As roofs are one of the most important visual features of a building, the existing roof shape should be preserved. All architectural features that give a roof its essential character (dormer windows, cupolas, cornices, brackets, chimneys, and crestings) should be retained. Roof equipment and alterations (such as skylights, solar panels, power ventilators, and television antennas) should be located on rear slopes or inconspicuous where they are not easily visible from public view.
2. Whenever possible, the existing original roofing material should be retained. The application of new roofing material that is inappropriate to the style and period of the building or surrounding structures is not recommended. A deteriorated roof covering should be replaced with new materials that match the existing in composition material.
3. It is recommended that metal roof elements be protected from pitting, streaking, rust and corrosion. For information on recommended methods, please contact the City of Hickory Planning Department.
4. If new gutters or downspouts are required, they should be installed so that no architectural features are lost or damaged.
5. In order to prevent roof deterioration and damage, gutters and downspouts should be cleaned and maintained regularly.
6. It is recommended that deteriorated roofing materials be replaced with materials matching the original. If alternative materials are required, they should match the original in shape, size and design, so as not to change the appearance of the structure.
7. Remove asbestos shingles from the roof with great care. Warning: Asbestos in old shingles can be a health hazard during removal. Asbestos dust can be dangerous if breathed. Contact the City of Hickory Planning staff for further information.
8. Chimneys are significant features of historic properties and should be preserved whenever possible. They should be repaired or rebuilt, rather than shortened or removed when they become deteriorated.
9. Special care should be taken to ensure that the repairs blend in. Chimney stacks should not be stuccoed above the foundation as a means of stabilizing weak masonry.

### **3.5 Windows**

1. The original window and door openings, their size and dimensions should be retained, especially on front and side street façades, unless restoring the appearance of the structure to its original design. Also, important elements pertaining to the windows and doors, such as sashes, lintels, sills, and architraves should be retained.
2. The repair of existing original windows and doors is encouraged. If replacement of a window or door element is necessary, the replacement should be compatible with the architectural style of the structure and match the original as closely as possible.
3. It is recommended that new window or door openings match the pattern, style, location, and appearance of the architectural period of the structure and the surrounding district.

4. Whenever possible, the existing original door and window materials should be retained. The application of new material to original doors or windows on principal elevations that are inappropriate to the style and period of the building or surrounding structures in the district is not recommended. A deteriorated window and door should be replaced with new materials that match the existing in composition and material.
5. If additional windows and doors are necessary to accommodate a new or expanded use, they should be installed on a rear or non-character defining façade of the building.
6. Snap in muntin may be deemed appropriate upon individual review to determine that the size and pattern of the muntin are congruous with the existing patterns and sizes on the structure or surrounding structures.
7. It is recommended that replacement shutters be constructed of wood or a similar material. Shutters made of an alternative material should match the original in appearance, texture, and design.
8. Original windows and door elements should not be destroyed when storm windows or doors are installed.
9. Storm windows and doors should blend in with the building rather than appear to be tacked on. The shape and general appearance should match the existing window or door as closely as possible. Storm doors and windows should be full view or sectioned in an unobtrusive manner so as not to obscure or distort the existing window or door. Storm windows should have a meeting rail, which aligns with the meeting rail of the window to which it is applied.
10. Storm doors should be detachable.
11. Raw metal storm window and door frames are discouraged as raw metal conflicts with traditional building material finishes. Traditional wood, baked enamel, or painted storm windows are preferable alternatives to raw metal. Raw metal storm doors may be appropriate on certain post 1945 buildings.
12. Whenever possible, the Commission encourages the placement of storm windows on the interior side of the existing windows.
13. The use of both awnings and shutters for window openings is not appropriate.

Mr. Kirby reviewed slide #23 (Staff Analysis).

- The upfit will include removal of the vinyl that was installed previously and replace with wood matching the original design and material. Repairs will be made to all damaged wood soffits, nose boards, crown, cedar shakes siding, door and window trim and wood on the porch.
- The upfit will include removal of the existing two (2) layers of shingles and existing felt and replace such with new underlay and new 30-year architectural shingles. The shingles will match what is existing on the house. All windows on the house will be reglazed and painted to match the original color.
- As previously discussed, the exterior will be scraped and painted to match the original color of the house.
- As such, staff recommends approval of the petition as proposed.

Mr. Kirby said the staff recommends approval of this request. He asked for questions from Commission members.

Mr. Sills asked if staff had any historic information on the house, specifically who had originally owned it. Mr. Kirby said he was not sure. Ms. Mull understood the home was owned by the Shuford family and they gifted it to the City of Hickory.

Mr. Rink said an addition was referenced earlier, but no addition was included on slide #17 (Statutory Analysis), 7. General form and proportions of buildings and structures. Mr. Kirby said correct, it was a guideline.

There were no additional questions, and she thanked Mr. Kirby.

The Staff Report was entered into the record as Exhibit A.

Ms. Mull said persons in favor of the petition would speak first during the hearing, followed by the opponents.

## PROPOSERS

• **Steve Miller**, City of Hickory Public Works Director, addressed Commission members, saying he was excited about this project. The Shuford house has needed restorations for quite some time, and they have secured a great contractor to work with. He said many local events are held on the property during the spring and summer, and they are expecting a great outcome. He said the contractor was present, along with Parks & Public Properties Manager Josh Rice, and together they would answer any questions from members.

Ms. Mull asked where the vinyl materials are currently located that they need to replace. Mr. Miller asked Josh Rice to join him at the podium.

• **Josh Rice**, City of Hickory Parks & Public Properties Manager, addressed Commission members, saying some previous repairs were made to the house, and some of the original wood soffits under the roof and gutters were replaced with vinyl. They plan to remove the vinyl and replace it with the original type of wood used, or a close like-wood, and will match it as closely as possible to the other soffits on the home.

Mr. Lucas asked if the house is currently occupied, or vacant. Mr. Miller said someone currently resides on the second floor and serves as a caretaker for the property. Ms. Mull understands the resident rents the upstairs apartment. Mr. Miller said yes, and they keep an eye on the property when events are held there; it is always better for someone to live in a house, instead of there being no one on site.

Mr. Lucas asked how long they anticipate the renovations to take, and Mr. Rice said approximately 2-3 months.

Ms. Mull asked when they plan to begin work, and Mr. Miller said as soon as possible. Receiving approval from the Commission is the final step before the contractor begins working. He said the repairs would be expensive, but they are confident in the people hired for the project.

Mr. Lucas asked if they expect to find other issues once the work begins, due to the extent of the damage. Mr. Miller said he fully anticipates they will uncover some surprises needing to be dealt with and, if they find anything extensive, he will reach out to Mr. Kirby to discuss it. Mr. Miller said he was unsure exactly when the last full-scale renovation to the Shuford House was done, but it was before his time on the City staff.

Mr. Lucas asked if they would need to come back to the Commission if they find damages outside the scope of this request. Members commented on that possibility, and agreed that coming back to the Commission would depend on the severity of the damage. Mr. Miller does not expect they will find any structural issues, but said once the gutters and soffits are removed they might find some hidden damage that cannot be seen now. Again, they will reach out to Mr. Kirby if they find anything outside the scope of their work.

Mr. Rink noted the gutters and downspouts in the photos provided were not all the same. He asked if they plan to use what currently exists on the house when they replace them, or would they use something more historically correct. Referencing the current downspouts on the front and back of the house, Mr. Rice said the aluminum ones on the back were likely added to provide for additional drainage, and they hope to restore all of them to the more historic type.

Mr. Rink referred to the current conditions photos, specifically Figure 3 (or slide #10), and asked if they plan to replace the cedar shake siding on the house and side roof areas. Mr. Rice said the contractor plans to remove and replace the damaged cedar shakes.

Mr. Rink noted the current asphalt roof on the house and asked if they plan to re-roof it with asphalt. Mr. Rice said yes. Mr. Rink asked if they had any knowledge of what the original roof had been. Mr. Rice referenced the color photo of the house, Figure 1 in the staff report (or slide # 4), saying 3-tab architectural shingles could be seen on the roof in the photo. Mr. Rink was curious whether they had originally used a similar cedar shake roof on the house. Mr. Rice said it was possible the original shingles were cedar shakes, but they are not planning to use them, which would drastically drive up the budget. Ms. Mull referenced the Design Guidelines for Exteriors, 3.4

Roofs and Materials (slide #19), specifically guideline 2, which says, “... *A deteriorated roof covering should be replaced with new materials that match the existing in composition material.*”

Mr. Hunt asked if they were aware of any current water damage. Mr. Rice said not at this point, but they fully expect to find some water damage and will repair it if they do. These renovations need to last for a long time and they will repair any issues they find. They want to do it right the first time.

Ms. Mull asked what they expect to spend on the project, and Mr. Rice said the budget is approximately \$139,000. No structural changes or additions will be made and, basically, they will replace with like-to-like, do all the cleaning and painting needed, and make sure everything is protected and sound for several more decades.

Mr. Miller said this project had initially started as a request to refresh the paint on the house, but they decided to do a more substantial upfit of the existing structure.

Mr. Oakley said, considering they are replacing like-to-like, and thinking about longevity, obviously the cedar shakes will be replaced with cedar, but Mr. Rice had mentioned replacing other woods with like-woods, and the old-growth woods such as pines and firs they had likely used originally are probably not the right ones to use here. He asked what material would be used, and who makes that call. Mr. Rice said it would probably be decided by the budget and the contractor. He believed the original windows were old-growth pine, so they would probably go back to that, but for the soffits, he was not sure, but that he knows there are other hardy options available. Mr. Oakley said he knew a lot of historic homes had used white oak for the windowsills and sashes, but that might be a budget issue.

Mr. Rink said he understood they plan to start the project as soon as possible, and asked if that meant within a week or two of receiving the Commission’s approval. Mr. Miller said they do not have a time constraint for the contractor, such as 30-days, because he will need to work around events being held in the Shuford House, as well as the weather, which can be tricky during February and March. Within reason, the contractor plans to get started and complete the project as quickly as possible; he understands the uniqueness of the facility and how often the City uses it.

There were no further questions from the members. Ms. Mull thanked Mr. Miller and Mr. Rice.

No additional proponents were present.

## **OPPONENTS**

None

Ms. Mull asked if there were any further questions for staff and there were none. There was no further discussion.

Ms. Mull declared the Public Hearing was closed.

## **First motion**

Dan Rink moved, seconded by Ernie Sills, that the Historic Preservation Commission finds as fact that the proposed project at 534 3<sup>rd</sup> Avenue NW, is congruent with the character of the district, because the eight (8) criteria are generally in harmony with the special character of the neighboring properties and the district as a whole for the following reasons: as to height, there will be no changes to the overall height of the house; as to setback, lot coverage, yards, orientation and positioning of the building, and spacing of buildings, this is an upfit to the house exterior only, so there are no requirements per the criteria; as to materials, surface textures and patterns, the upfit includes replacing all vinyl with wood that matches the original house, and no patterns or textures were noted; as to architectural detailing, the upfit will use the design details and not impact any known architectural details associated with the house; as to roof shapes, forms and materials, the upfit will include re-roofing the house with fiberglass shingles, and the applicant has noted the shingles will closely match the historic ones; as to fenestration proportions, shapes, position and location, and pattern, the upfit will include reglazing the existing windows and painting to match the original colors; as to general form and proportions of buildings and

structures, the upfit will be Dutch Colonial in form and will remain two (2) stories; and, as to appurtenant features and fixtures, including but not limited to lighting, walls, and fences, no impacts are mentioned in the application. The motion carried unanimously.

**Second motion**

Simon Lucas moved, seconded by Ernie Sills, that the Commission, based on the previously adopted findings of fact, approve Certificate of Appropriateness 24-01 as proposed. The motion carried unanimously.

Ms. Mull said Certificate of Appropriateness 24-01 had been granted.

**Announcement of Vacancies:** Ms. Mull referenced the attendance roster in the agenda packet, noting that Dale Rockensuess was no longer a Commission member. Mr. Kirby said there are now two (2) vacancies on the Commission, for a member who is a Historic Properties Owner and a member working in the Building Trades Profession. He said Planning Director Brian Frazier has plans to contact two residents who might be interested in serving.

Mr. Lucas noted Adam Oakley had just joined the Commission as an At-Large member, but is a local contractor. He asked if it was possible to move Mr. Oakley into the vacant Building Trades Profession seat. At one time, Mr. Lucas knew someone who was interested in serving as an At-Large member, but no seats were open then; also, it might be easier to fill an At-Large vacancy. Mr. Kirby expects this could be done. Members decided to wait until after Mr. Frazier speaks with his contacts, but he will mention the possible switch to Mr. Frazier.

**Other Business:** Ms. Mull asked where the Commission currently stands on meeting the State requirements as a Certified Local Government (CLG). Mr. Kirby said he turned in the required yearly report, but had not received a response yet. He suggested conducting a CLG training at the next meeting, saying members could view the State training videos together. By doing this now, they would meet the CLG requirements early this year. Members discussed whether to hold the next meeting in March or April, and March was preferred.

At the previous meeting in November, Mr. Kirby conducted a presentation on Quasi-Judicial Procedure. He suggested any members who were not present should review the PowerPoint slides and discussion included in the meeting minutes.

Mr. Kirby will prepare a HPC notebook for Mr. Oakley. He will provide a full copy of the City's Design Guidelines to any other member/s who need one, or could e-mail them to everyone.

No minor Certificates of Appropriateness (COA) were approved since the previous meeting, but Mr. Kirby one major COA is in discussion and an application could be submitted prior to the next meeting.

**Next Meeting:** No meeting will be held in February, unless there is an application to consider. The next regular meeting will be on Tuesday, March 26, 2024, at 5:30 pm.

**Adjourn:** Ernie Sills moved, seconded by Simon Lucas, to adjourn. There being no further business, the meeting adjourned at 6:15 pm.

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Katherine Mull, Chair  
Historic Preservation Commission

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Anne Starnes, Minutes Clerk  
City of Hickory