



**Pinehurst Historic Preservation Commission  
Revised Meeting Minutes  
December 19, 2013**

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**Call to the order of the Regular Meeting**

*Chairman Warren introduced the Commission members and welcomed members of the audience. Chairman Warren stated that the overview of our Commission is to approve Certificates of Appropriateness for new construction and Major Work, and to do so by conducting hearings and Findings of Fact where applications come before us. Our mission is to take no action except to preserve what is congruous with the special character of the Village of Pinehurst Historic District. This special character to be preserved and enhanced is that of a growing and vibrant Village.*

**Board Members present:**

*Howard Warren  
Frank Thigpen  
Patrick Duffy  
Bob Farren  
Jack Farrell  
Jim Lewis  
Nancy Smith*

**Staff attending:**

*Chad Hall, Senior Planner; Gwendy Hutchinson, Planning and Administrative Assistant; and Andrea Correll, Planning and Inspections Director and Daniel William, Intern.*

**Certification of Quorum**

*Chairman Howard Warren confirmed that there was a quorum present.*

**Approval the November 21, 2013 Meeting Minutes**

*Jim Lewis made a motion to approve the November 21, 2013 Meeting Minutes; Nancy Smith seconded the motion, which was unanimously approved.*

**Staff Approvals for Normal Maintenance and Minor Work**

*Nancy Smith made a motion to approve the Staff Approvals for Normal Maintenance and Minor Work; Patrick Duffy seconded the motion, which was unanimously approved.*

### **Public Hearing**

*Chairman Howard Warren opened the Public Hearing.*

#### **The following were sworn in:**

*Chad Hall, Senior Planner; Christine McKeithen, Property Owner; Stewart Mills, Contractor; Amanda Jacoby, Mark Wesley Parson Design; Mark Parson, Designer; Clark Campbell, Council member and Attorney; and Michael Haas, Property Owner; Richard Anderson, Contractor; John Hoffmann, Citizen; Richard Anderson, Citizen; Judy Maples, Citizen; Wayne Maples, Citizen; and Brooke Webster, Citizen.*

#### **Continued from the November 21, 2013 meeting:**

#### **COA 13-93 – Tabled in order to receive additional information**

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A request to convert a screened porch to a glassed-in porch. This proposed alteration is located at 75 Midland Road, Pinehurst, NC. This property can be identified as Moore County Parcel ID# 29568. The property owner is Christine McKeithen.

*Chad Hall, Senior Planner read the staff report and confirmed that adjacent property owners were notified and that the property had been properly posted.*

*Christine McKeithen, Property Owner was present to answer any questions or address any concerns of the Commission.*

*After discussion, Jim Lewis made a motion to issue a Certificate of Appropriateness to convert a screened porch to a glassed-in porch; Frank Thigpen seconded the motion, which was unanimously approved.*

*Jim Lewis made a motion to adopt the Findings of Fact as read and amended from the staff report; Frank Thigpen seconded the motion, which was unanimously approved.*

*The Findings of Fact were read into the record and are available in the Planning Department.*

#### **New Cases:**

#### **COA 13-100**

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A request to demolish a Comfort Station on Pinehurst #2 @ Tee #4. This property can be identified as Moore County Parcel ID# 25799. The property owner is Pinehurst, LLC.

*Chad Hall, Senior Planner read the staff report and confirmed that adjacent property owners were notified and that the property had been properly posted.*

*Commission member, Bob Farren recused himself due to his association with Pinehurst, LLC and was not present during deliberations.*

*After discussion, Nancy Smith made a motion to issue a Certificate of Appropriateness to demolish a Comfort Station on Pinehurst #2 @ Tee #4; Patrick Duffy seconded the motion, which was approved.*

*Nancy Smith made a motion to adopt the Findings of Fact as read and amended from the staff report; Patrick Duffy seconded the motion, which was approved.*

*The Findings of Fact were read into the record and are available in the Planning Department.*

### **COA 13-101**

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A request for renovations and to an existing home. Proposed exterior changes include new siding and windows, landscaping, patios, walls and an arbor. This project is located at 60 Shaw Road SW, Pinehurst, NC. This property can be identified as Moore County Parcel ID# 24432. The property owner is Leighton Construction, LLC.

*Chad Hall, Senior Planner read the staff report and confirmed that adjacent property owners were notified and that the property had been properly posted.*

*Stewart Mills, Contractor was present to answer any questions or address any concerns of the Commission.*

*After discussion, Nancy Smith made a motion to issue a Certificate of Appropriateness to make exterior renovations and exterior changes at 60 Shaw Road; Frank Thigpen seconded the motion, which was unanimously approved.*

*Nancy Smith made a motion to adopt the Findings of Fact as read and amended from the staff report; Frank Thigpen seconded the motion, which was unanimously approved.*

*The Findings of Fact were read into the record and are available in the Planning Department.*

### **COA 13-102**

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A request to construct a new residence at 170 Everette Road, Pinehurst, NC. This property can be identified as Moore County Parcel ID# 19490 & 23548. The property owner is Michael and Carrie Haas.

*Commission member, Jim Lewis recused himself from this case at 170 Everette Road and was not present during discussion.*

*Chad Hall, Senior Planner read the staff report and confirmed that adjacent property owners were notified and that the property had been properly posted several times.*

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*Mark Parson, Designer and Amanda Jacoby, Mark Wesley Parson Design; were present to answer any questions or address any concerns of the Commission. Clark Campbell, Attorney representing property owner, Michael Hass was also present.*

*Citizen John Hoffmann read into the record a statement he prepared for the Commission. A copy is available in the Planning Department.*

*Brooke Webster, Citizen read into the record a statement she prepared for the Commission. A copy is available in the Planning Department.*

*Richard Anderson, Citizen read into the record a statement he prepared for the Commission. A copy is available in the Planning Department.*

*After discussion, Chairman Howard Warren said that the concerns raised by John Hoffmann should be addressed by staff before the Commission makes any decisions.*

*Mark Parson and Clark Campbell raised questions as to why the Commission couldn't render a decision now. Chairman Warren responded that he and the other Commission members would like for staff to address and respond to John Hoffmann's concerns. Chairman Warren asked that staff have the minutes prepared and staff response to John Hoffmann concerns be addressed prior to the next meeting.*

*With no further discussion, this meeting is continued until January 9, 2014 at 4:00 pm.*

*Submitted by,*

*Gwendy Hutchinson  
Planning and Administrative Assistant  
Village of Pinehurst*