



**Minutes**  
**Forsyth County Historic Resources Commission**  
**September 6, 2023**  
**4:00 p.m.**  
**Bryce A. Stuart Municipal Building**  
**Arnold G. King Public Meeting Room, 5<sup>th</sup> Floor**  
**100 East First Street, Winston-Salem**

MEMBERS PRESENT: Kaky Berry, Chair; C.J. Idol, Vice-Chair; Edwin Bouldin; Chad Gadberry; Veronica Kromm; Spencer McCall; Nicole Townsend-Green

MEMBERS ABSENT: Scott Binkley; Chenita Johnson; Kristen McManus; Noah Reynolds

STAFF PRESENT: Heather Bratland; Michelle McCullough; Deputy City Attorney Jerry Kontos

Chair Berry called the meeting to order at 4:00 p.m.

**I. INTRODUCTION OF NEW MEMBERS**

Chair Berry introduced new Commission member Spencer McCall.

**II. APPROVAL OF MINUTES**

A. Approval of August 2, 2023, Meeting Minutes

MOTION by Mr. Gadberry to approve the August 2, 2023, minutes.

SECOND: Mr. Bouldin

Vote: Unanimous

**III. CERTIFICATE OF APPROPRIATENESS APPLICATIONS**

A. Randy Hatteberg, Applicant  
842 West Sixth Street, Winston-Salem  
House  
West End Historic Overlay District #200  
Noncontributing  
**Request: Exterior alterations and driveway replacement**  
**COA2023-087**

Staff Comments: Ms. Bratland presented the staff report. She also presented a map showing the location of the property and photographs of the property.

Staff Findings

Commission staff finds that the project is not incongruous with the character of the West End Historic Overlay District because:

- 1) Per the *West End Historic Overlay District Report*, the noncontributing "simple one-story frame house has asbestos shingle siding, a gable roof, [and] a gabled entrance porch .... It is part of a row of small houses built shortly after WWII." Property owners from 1947 to 1998 include WWII veteran and taxi driver David Wall and wife Violet; WWII veteran and Veterans Administration employee George Carper and wife Helen; seamstress Ruth Fulcher Tutterow; Western Electric employee Bessie Whitaker Wagner; and R. J. Reynolds Tobacco Co. employee Calvin Lee Atkinson. The house has no individual historical or architectural significance. (*Noncontributing Structures, West End Standards*)
- 2) The applicant proposes to reconfigure the extension on the western side of the house; cover the asbestos shingle cladding with smooth Hardieplank clapboards; replace the asphalt shingle roof; and replace the windows. The

existing extension on the side of the house will be reduced 9" in depth, be brought forward 2' 10" to be flush with the street façade, and be extended an additional 6' 3" toward the rear of the house to encompass the side door. The extension will have a side gable roof that continues the plane of the main roof. The gabled awning roof over the side door will match the design of the street façade porch roof. The smooth Hardieplank cladding will have a 7" reveal, while the asbestos shingles have a 10" reveal. The asphalt shingle roof replacement will maintain the existing roof shape and duplicate the existing materials. The replacement windows on the street façade will be wooden, and those on the side and rear facades will be vinyl. The replacement windows will have a 6/1 muntin pattern instead of the 6/6 pattern of the current windows. The windows facing the street will have simulated divided lights with permanently applied interior and exterior muntins. The windows on the side and rear facades will have permanently applied exterior muntins. These alterations are compatible with the style and character of the House and with the special character of the West End. (*Noncontributing Structures*, West End Standard 3)

- 3) The applicant proposes to extend the driveway to the western side door and remove the chain link gate. The chain link gate does not contribute to the special character of the West End, and its removal will improve the character of the West End. The current tire-strip driveway is a noncontributing feature that post-dates the West End period of significance, and it is hard to navigate. The replacement concrete driveway will be a standard one-car width and extend into the side yard to provide access to the side door; no historic site features will be impacted. (*Fences*, West End Standard 8; *Driveways and Parking Areas*, West End Standards 4-6)

#### Staff Recommendation

Based on the preceding findings, staff recommends that the Commission approve COA2023-087 at 842 West Sixth Street (PIN 6825-87-8593) within the West End Historic Overlay District, with the following conditions:

- 1) The concrete shall be integrally tinted to reduce the white appearance and approximate the color of adjacent historic concrete;
- 2) The applicant shall receive, prior to commencement of the work, all other required permits or permissions from governmental agencies;
- 3) Commission staff shall review and approve any revisions or deviations to any portion of the as-submitted work, that qualifies as a minor work, prior to commencement of that portion of the project; and
- 4) The applicant shall submit the Certificate of Appropriateness Request for Certification of Completed Work form and photo documentation of the completed project to HRC staff within ten (10) days of its completion.

#### Public Comment

Speaking in Favor of the Application: None.

Speaking in Opposition to the Application: None.

#### Commission Discussion

Chair Berry closed the public hearing. The Commission discussed the application.

#### Commission Motion

Mr. Idol moved that the following Order be entered in COA2023-087:

On September 6, 2023, the Forsyth County Historic Resources Commission ("Commission") conducted, in the above referenced matter, a public hearing in accordance with the statutes and case law pertaining to quasi-judicial proceedings for the issuance of certificates of appropriateness. During the hearing, Heather Bratland, Historic Resources Officer, presented the staff report, findings, and recommendation. No one appeared to present testimony and evidence in support of the application. No one appeared to present testimony and evidence in opposition to the application.

After presentation of all testimony and evidence, the Forsyth County Historic Resources Commission, based upon the evidence presented in the application and during the hearing, finds that the proposed work is not incongruous with the character of the West End Historic Overlay District because:

- 1) Per the West End Historic Overlay District Report, the noncontributing "simple one-story frame house has asbestos shingle siding, a gable roof, [and] a gabled entrance porch .... It is part of a row of small houses built shortly after WWII." Property owners from 1947 to 1998 include WWII veteran and taxi driver David Wall and wife Violet; WWII veteran and Veterans Administration employee George Carper and wife Helen; seamstress Ruth Fulcher Tutterow; Western Electric employee Bessie Whitaker Wagner; and R. J. Reynolds Tobacco Co. employee Calvin Lee

Atkinson. The house has no individual historical or architectural significance. (Noncontributing Structures, West End Standards)

- 2) The applicant proposes to reconfigure the extension on the western side of the house; cover the asbestos shingle cladding with smooth Hardieplank clapboards; replace the asphalt shingle roof; and replace the windows. The existing extension on the side of the house will be reduced 9" in depth, be brought forward 2' 10" to be flush with the street façade, and be extended an additional 6' 3" toward the rear of the house to encompass the side door. The extension will have a side gable roof that continues the plane of the main roof. The gabled awning roof over the side door will match the design of the street façade porch roof. The smooth Hardieplank cladding will have a 7" reveal, while the asbestos shingles have a 10" reveal. The asphalt shingle roof replacement will maintain the existing roof shape and duplicate the existing materials. The replacement windows on the street façade will be wooden, and those on the side and rear facades will be vinyl. The replacement windows will have a 6/1 muntin pattern instead of the 6/6 pattern of the current windows. The windows facing the street will have simulated divided lights with permanently applied interior and exterior muntins. The windows on the side and rear facades will have permanently applied exterior muntins. These alterations are compatible with the style and character of the House and with the special character of the West End. (Noncontributing Structures, West End Standard 3)
- 3) The applicant proposes to extend the driveway to the western side door and remove the chain link gate. The chain link gate does not contribute to the special character of the West End, and its removal will improve the character of the West End. The current tire-strip driveway is a noncontributing feature that post-dates the West End period of significance, and it is hard to navigate. The replacement concrete driveway will be a standard one-car width and extend into the side yard to provide access to the side door; no historic site features will be impacted. (Fences, West End Standard 8; Driveways and Parking Areas, West End Standards 4-6)

Based on the preceding findings, the Forsyth County Historic Resources Commission hereby approves COA2023-087 at 842 West Sixth Street (PIN 6825-87-8593) within the West End Historic Overlay District, with the following conditions:

- 1) The concrete shall be integrally tinted to reduce the white appearance and approximate the color of adjacent historic concrete;
- 2) The applicant shall receive, prior to commencement of the work, all other required permits or permissions from governmental agencies;
- 3) Commission staff shall review and approve any revisions or deviations to any portion of the as-submitted work, that qualifies as a minor work, prior to commencement of that portion of the project; and
- 4) The applicant shall submit the Certificate of Appropriateness Request for Certification of Completed Work form and photo documentation of the completed project to HRC staff within ten (10) days of its completion.

SECOND: Ms. Kromm  
Vote: Unanimous

B. Tina Bigalke, Applicant  
1017 West Fifth Street, Winston-Salem  
George C. Tutt House  
West End Historic Overlay District #184  
Contributing  
**Request: Installation of four new windows**  
**COA2023-088**

Staff Comments: Ms. Bratland presented the staff report. She also presented a map showing the location of the property and photographs of the property.

#### Staff Findings

Commission staff finds that the project is not incongruous with the character of the West End Historic Overlay District because:

- 1) The applicant proposes to cut two (2) new window openings on the second floor of both side facades. The new window openings are not on the street façade, and they are being proposed to allow for rehabilitation of the existing attic space into living space. They will provide code-required egress to two (2) bedrooms and ventilation to the bathroom. The fourth window will maintain the symmetrical arrangement of fenestration on the north façade. The new openings will not substantially change the overall ratio of wall surface to openings. Their visual character is

small openings in a solid wall, which maintains the overall character of the side facades. The proposed window units are wooden with simulated divided lights and a spacer bar. The 6/6 muntin pattern matches the muntin patterns of historic windows in the house. (*Windows and Doors*, West End Standards 6 and 8; *Safety, Accessibility, and Code Requirements*, West End Standard 3)

#### Staff Recommendation

Based on the preceding findings, staff recommends that the Commission approve COA2023-088 at 1017 West Fifth Street (PIN 6825-86-1629) within the West End Historic Overlay District, with the following conditions:

- 1) The applicant shall receive, prior to commencement of the work, all other required permits or permissions from governmental agencies;
- 2) Commission staff shall review and approve any revisions or deviations to any portion of the as-submitted work, that qualifies as a minor work, prior to commencement of that portion of the project; and
- 3) The applicant shall submit the Certificate of Appropriateness Request for Certification of Completed Work form and photo documentation of the completed project to HRC staff within ten (10) days of its completion.

#### Public Comment

Speaking in Favor of the Application: None.

Speaking in Opposition to the Application: None.

#### Commission Discussion

Chair Berry closed the public hearing. The Commission discussed the application.

#### Commission Motion

Mr. Idol moved that the following Order be entered in COA2023-088:

On September 6, 2023, the Forsyth County Historic Resources Commission ("Commission") conducted, in the above referenced matter, a public hearing in accordance with the statutes and case law pertaining to quasi-judicial proceedings for the issuance of certificates of appropriateness. During the hearing, Heather Bratland, Historic Resources Officer, presented the staff report, findings, and recommendation. No one appeared to present testimony and evidence in support of the application. No one appeared to present testimony and evidence in opposition to the application.

After presentation of all testimony and evidence, the Forsyth County Historic Resources Commission, based upon the evidence presented in the application and during the hearing, finds that the proposed work is not incongruous with the character of the West End Historic Overlay District because:

- 1) The applicant proposes to cut two (2) new window openings on the second floor of both side facades. The new window openings are not on the street façade, and they are being proposed to allow for rehabilitation of the existing attic space into living space. They will provide code-required egress to two (2) bedrooms and ventilation to the bathroom. The fourth window will maintain the symmetrical arrangement of fenestration on the north façade. The new openings will not substantially change the overall ratio of wall surface to openings. Their visual character is small openings in a solid wall, which maintains the overall character of the side facades. The proposed window units are wooden with simulated divided lights and a spacer bar. The 6/6 muntin pattern matches the muntin patterns of historic windows in the house. (*Windows and Doors*, West End Standards 6 and 8; *Safety, Accessibility, and Code Requirements*, West End Standard 3)

Based on the preceding findings, the Forsyth County Historic Resources Commission hereby approves COA2023-088 at 1017 West Fifth Street (PIN 6825-86-1629) within the West End Historic Overlay District, with the following conditions:

- 1) The applicant shall receive, prior to commencement of the work, all other required permits or permissions from governmental agencies;
- 2) Commission staff shall review and approve any revisions or deviations to any portion of the as-submitted work, that qualifies as a minor work, prior to commencement of that portion of the project; and
- 3) The applicant shall submit the Certificate of Appropriateness Request for Certification of Completed Work form and photo documentation of the completed project to HRC staff within ten (10) days of its completion.

SECOND: Ms. Kromm  
Vote: Unanimous

#### IV. **MINOR WORK REPORT**

There were no comments on the Minor Work Report.

#### V. **OTHER NOMINATIONS/PUBLIC HEARINGS**

##### A. National Register Nomination review

1. Winston Lake Golf Course  
3535 Winston Lake Road/2790 New Walkertown Road, Winston-Salem

Ms. McCullough presented the nomination, a map, and photographs of the property.

##### Staff Recommendation

Staff finds that the Winston Lake Golf Course located at 3535 Winston Lake Road and 2790 New Walkertown Road, Winston-Salem, meets the criteria for listing in the National Register of Historic Places.

##### Public Comment

Speaking in Favor of the Application: Tim Grant, 5605 Stone Crossing Drive, Winston-Salem, former director of Recreation & Parks; golfer. East Ward CM Annette Scippio, project sponsor.

Speaking in Opposition to the Application: None.

##### Commission Discussion

Chair Berry closed the public hearing. The Commission discussed the application.

##### Commission Motion

Mr. McCall moved that the Commission, having reviewed and discussed the nomination, recommend that the Winston Lake Golf Course, 3535 Winston Lake Road and 2790 New Walkertown Road, Winston-Salem, Forsyth County, be submitted for listing in the National Register Historic Places because it meets the criteria for listing as stated in Section 8 of the report.

SECOND: Ms. Kromm  
Vote: Unanimous

#### VI. **COMMITTEE REPORTS**

##### A. Historic Marker Committee

1. Chair Berry appointment Spencer McCall to the Committee
2. Next meeting is November 15 at 5:00 p.m.

##### B. Education Committee

1. Ms. McCullough updated the Commission on plans for the 75<sup>th</sup> Anniversary on November 4, 10:00 a.m. at Home Moravian Church
2. Next meeting is September 25, 2023 at 3:30 p.m.

##### C. Diversity, Equity, and Inclusion Committee

1. New member needed
2. Next meeting is September 13, 2023 at 4:00 p.m.

**VII. STAFF REPORT**

- A. Ms. McCullough reminded the Commission of the Annual Retreat on September 29 from 10:00 a.m.-3:00 p.m. at Robert Hall, 874 N. Liberty Street, Winston-Salem. Staff will be sending a survey to members by email to take lunch orders and also assess priorities for discussion.
- B. Ms. Bratland invited the Commission to the ribbon cutting for the Bethania Freedman's Community Park on September 16 at 11:00 a.m.
- C. Mr. Bennett gave the Commission a list of the Forward 2045 public meetings and the QR code to take the survey.

**VIII. FOR THE GOOD OF THE ORDER**

***NEXT MEETING: October 4, 2023***