

PROJECTS REQUIRING NO REVIEW
OR APPROVAL
FROM STAFF OR THE
COMMISSION:

- Cornices, friezes—Repair
- Doors, entrances—Repair
- Fences or walls—Repair
- Foundations—Stabilize, no visible change
- Gutters and downspouts—Reattach, repair
- Landscaping—Gardening, pruning, and removal of trees less than 6" in diameter
- Lighting—Repair of any existing exterior light fixtures
- Masonry—Repair & Repainting
- Mechanical equipment—Repair
- Ornamentation—Repair
- Paint color (exterior)
- Signage—Repair any historic sign or installation of temporary signs (real estate, political, etc.)
- Windows—Repair, reglaze or installation of storm windows

Note: A sign permit must be obtained from the Permit Center located in the Planning and Development Department, **prior** to a temporary or permanent sign being placed.

PROJECTS REQUIRING STAFF
REVIEW / STAFF ISSUANCE OF A
CERTIFICATE OF
APPROPRIATENESS:

- Cornices, friezes—Replacement of missing or deteriorated features
- Demolition—Removal of deteriorated accessory buildings not original to the site
- Doors, entrances—Replacement of historic feature with similar match
- Fences or walls—Replace, add, change or remove
- Gutters and downspouts—Replace with *new* design or material
- Landscaping—Removal of any tree larger than 6" in diameter
- Lighting—Addition of any *new* exterior light features
- Masonry—Repainting or replacement of any missing or deteriorated feature
- Mechanical equipment—Installation of any *new* equipment
- Ornamentation—Replace missing or deteriorated feature with exact match
- Signage—Addition of any new identification sign
- Windows—Replacement of historic windows with similar materials

PROJECTS REQUIRING
COMMISSION REVIEW AND
ISSUANCE OF A
CERTIFICATE OF
APPROPRIATENESS:

- Additions to Buildings—addition of any *new* exterior feature to structure.
- Cornices, friezes—Addition, change, or removal of all or part.
- Demolition—Removal of historic structure, or any part of that structure
- Doors, entrances—Change in design, material, or size; close off or create entrance
- Landscaping—Large landscaping projects
- Masonry—Painting any historically unpainted surface; demolition of chimneys
- New Construction—Addition of any *new* structure
- Ornamentation (brackets, shutters, trim) - Addition, change, removal or replacement with different feature
- Windows—Replace windows with different material; close off or create new window openings



HISTORIC DISTRICT COMMISSION MEMBERS

- Vickie Hedgepeth, Chairman
- Brenda Lemmonds, Vice
Chairman
- Bob Bullard
- Philip Millward
- Robert Yanacsek
- James M. Kerr
- Richard F. Ali
- Mary McMahan



City of Monroe Planning and Development Department Staff

- Lisa Stiwinter, Director of Planning
704-282-4569
lstiwinter@monroenc.org
- Doug Britt, Senior Planner
704-282-4568
dbritt@monroenc.org
- Keri Hutchins, Planner
(Liaison to the Historic District Commission)
704-282-5797
khutchins@monroenc.org
- Maryann Brown, Administrative Assistant II
704-282-4520

SOUTH MONROE HISTORIC DISTRICT



Answers to Questions About Project Approval

Planning & Development
Department
PO Box 69
Monroe, NC 28111-0069
704-282-4520

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