

Planning and Development

# Historic Preservation / RHDC Text Change (TC-3-24)

August 2025  
Informational Meetings



# Text Change TC-3-24

## Agenda

- Text Change Overview
- Notable Changes by Section
- Next Steps
- How to Engage



# Text Change TC-3-24

## Reason for Changes

- Enhance UDO alignment with state law (Statutory)
- Reflect current practice
- Streamline processes



North Carolina State Archives, T-73-2-1

# Text Change TC-3-24

## Statutory Examples

- Certificates of Appropriateness – *clarify who can apply*
- Minor Work COA list – *add to UDO*
- Landmark Designation Process – *update newspaper noticing*
- Building height and setback in Historic Overlay Districts – *revise language*
- COA Committee – *document authority*

# Text Change TC-3-24

## Other Change Examples

- Historic Landmark Designation Process – *remove joint public hearing*
- Streetside Historic Overlay Districts – *revise diagram*
- Minor Work List – *Simplify list, add more work types*
- COA and Historic Landmark Designation sections – *reorganize to better match current practice or revised process*

## 10.1.4 Historic Development Commission (RHDC)

### Composition

- Refers to City Code for term length, etc.
- Allows for appointments on a rolling basis

### Authority

- Documents COA Committee

### Rules of Procedure

- Allows for meeting date, time, location flexibility

### Throughout

- Updates to align with state law

## 5.4.1 General Historic Overlay District (HOD-G)

### Throughout

- Updates to align with state law
- Relocates paragraphs
- Removes duplicative language

### COA Required

- “Exterior features” defined
- May file for other permits before COA
- Removes programmatic COAs
- Moves optional exterior features into new paragraph
- Optional exterior features tied to design standards

# 5.4.1 General Historic Overlay District (HOD-G)

## Setbacks & Height

- For conflicts with special character, the more restrictive zoning controls
- Removes 1½ blocks and “well related nearby buildings” references
- Situational need for variance

## Historic Development Standards

- Complete rewrite to align with state law
- Removes “special conditions” provision

# 5.4.1 General Historic Overlay District (HOD-G)

## Design Standards

- Clarifies use of designation reports, guidelines, and special character essays
- Lists the HODs
- Allows for districts to have separate standards

## 5.4.2 Streetside Historic Overlay District (HOD-S)

### Work Reviewed

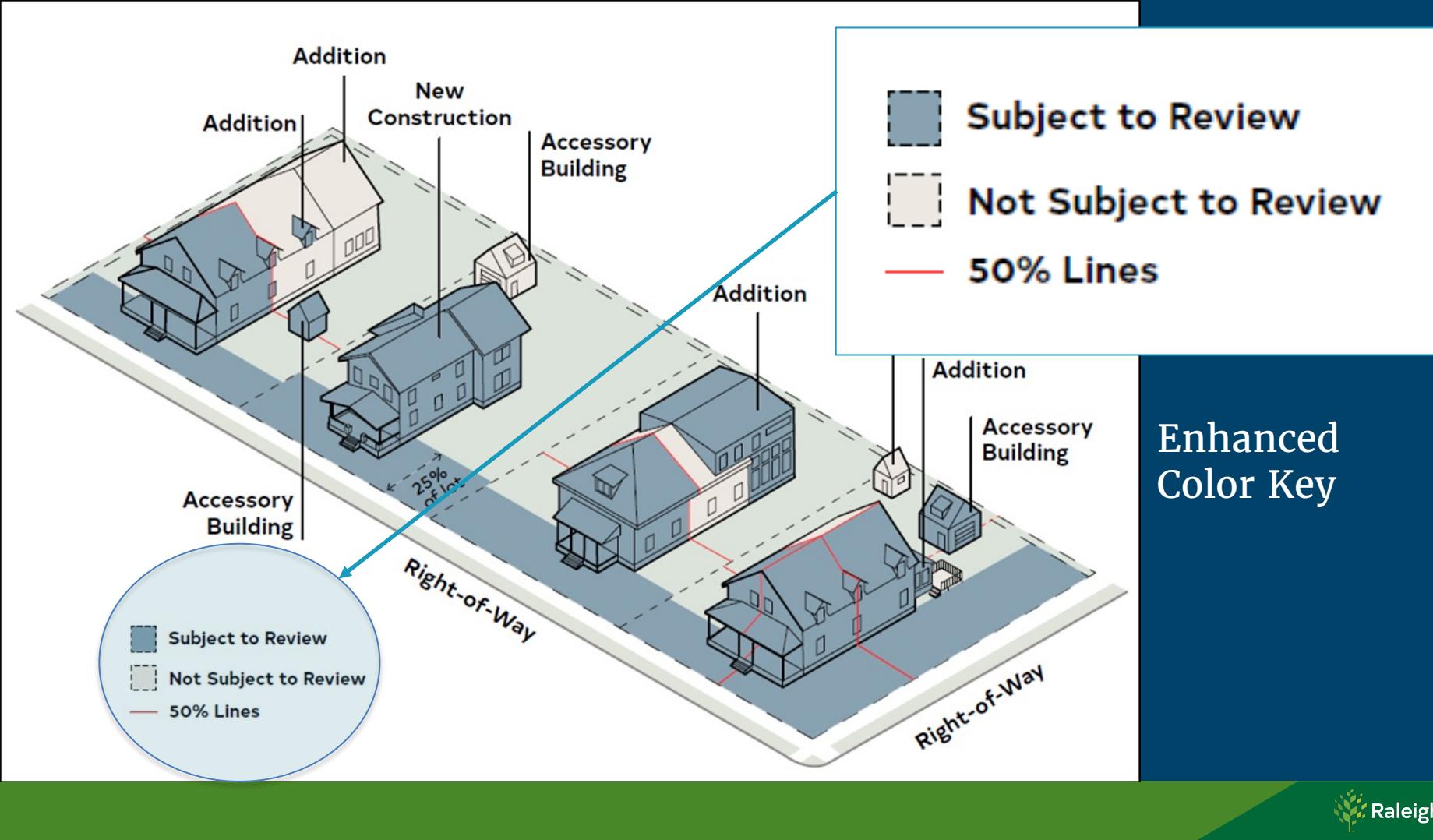
- Moves color language to 5.4.1.C.2.
- Still no review of color

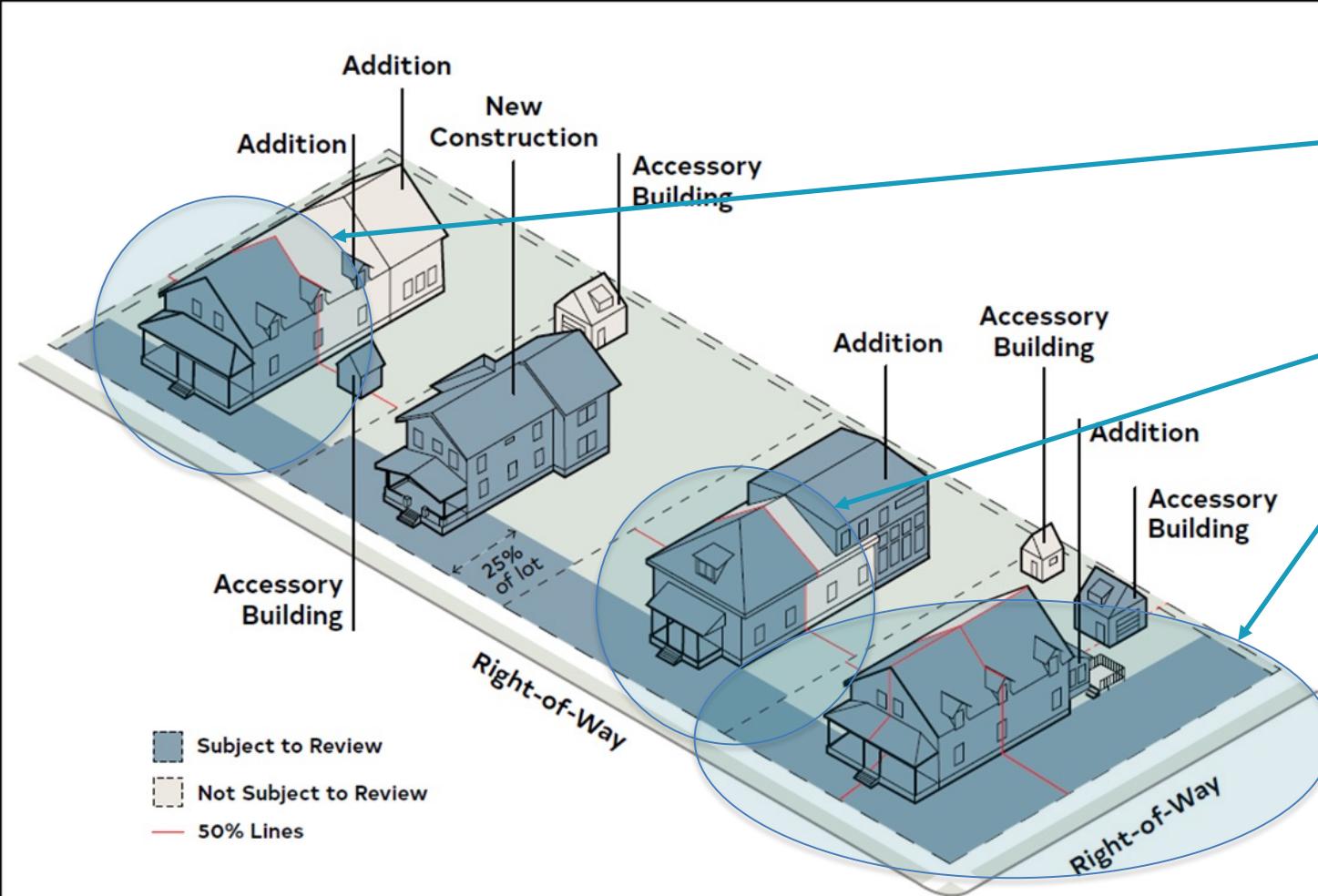
### Areas of Review

- Clarifies what additions need a COA
- Clarifies how corner and through lots are considered

### Diagram

- Adds corner lot image
- Includes more scenarios
- Simplifies colors

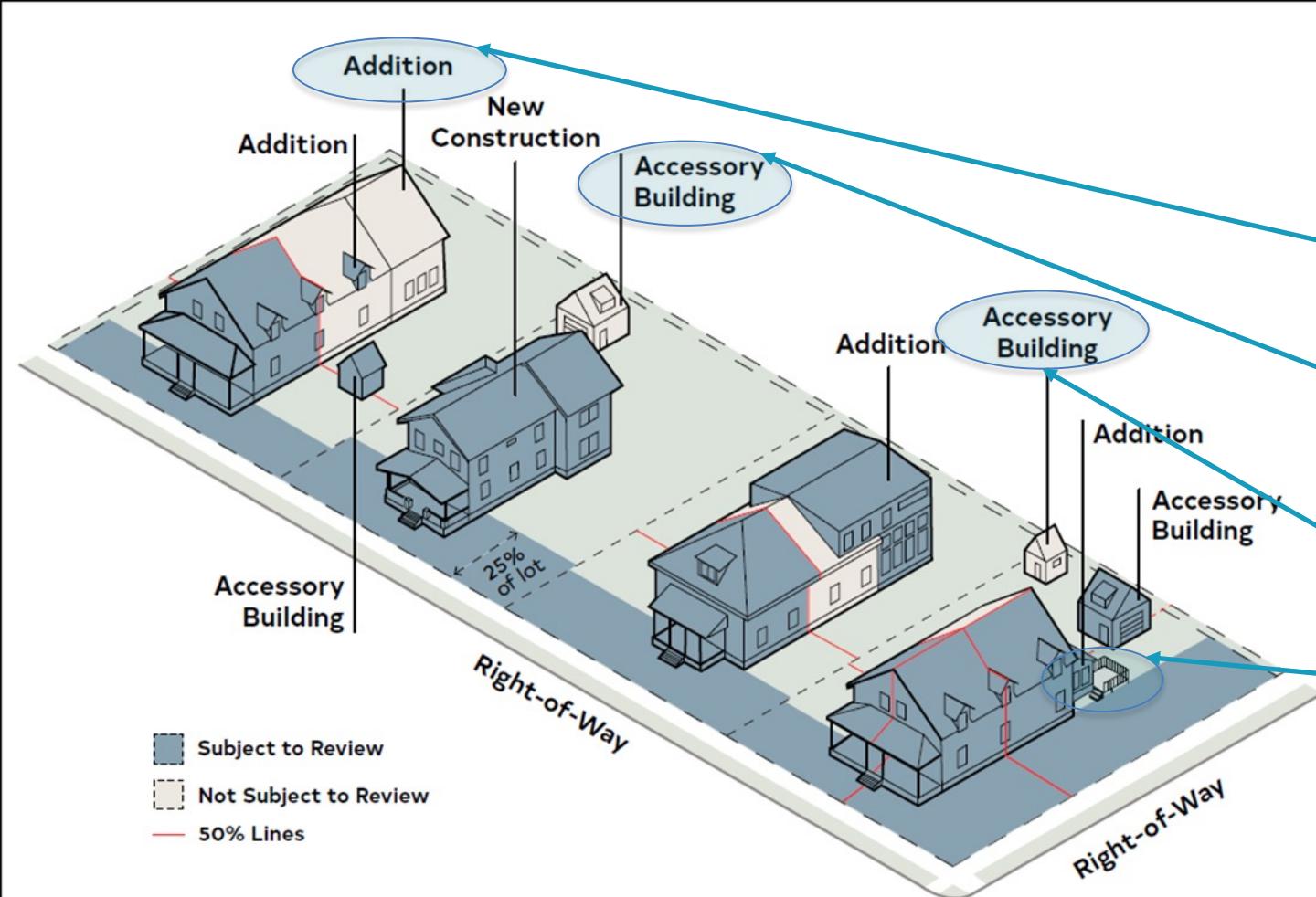




Gable roof house

Hip roofed house

Corner lot



Extruded addition  
New accessory building  
Corner lot accessory building  
Deck

# 10.2.15 Certificate of Appropriateness

## Current Structure

- A. Jurisdiction
- B. Expiration
- C. Application
- D. Action on COA
  - 1. Deadline
  - 2. Minor Works
  - 3. Notice
  - 4. Hearing
- E. Demolition
- F. Appeals
- G. Effect of Conflict

## Proposed Structure

- A. Jurisdiction
- B. Expiration
- C. Application
- D. Approval Process
  - 1. Deadline
  - 2. Minor Works
  - 3. Major Works
- E. Demolition
- F. Appeals
- G. Effect of Conflict

# 10.2.15 Certificate of Appropriateness

## Throughout

- Confirms COA Committee review
- Updates to align with state law

## Expiration

- Extends to 12 months

## Application

- Clarifies an application is not filed until complete
- Clarifies who can apply
- Adds reference to application form

## Approval Processes

- Removes redundant text
- References Common Review Procedures for noticing

# 10.2.15 Certificate of Appropriateness

## Minor Works

- List is now in UDO
- List only includes Minor Works
- Scenarios for conversion to Major Work now in UDO
- Appeal does not stay the work

## Minor Work List

- “Character-defining” added to UDO Definitions
- More work classified as Minor
- Combines types of work
- Specifies non-character-defining where applicable
- Each item/feature includes the type of work that is Minor

## 10.2.15 Minor Work List

### Accessory Buildings

- Allows removal of any size for non-character defining
- Changes 'under 144 sq. ft.' to 'under 12 ft in all directions (L, W, or H)'

### Primary Structure

- Includes additions 50 sq. ft. or less

### Decks

- Changes '42" or less' to 'when aligns with the main floor'

### Doors and Windows

- Specifies that minor work is for non-character-defining or on non-character-defining facades

## 10.2.15 Minor Work List

### Fences/Walls

- Changes to 6'-0" in height or less

### Solar Collectors

- Changes to 'on non-front-sloping roofs and not over historic roofing material'

### Trees

- Changes to 10" DBH
- Adds 'tree of similar species, mature height, and canopy coverage' to replacement

# 10.2.15 Certificate of Appropriateness

## Major Works

- References quasi-judicial section of Common Review Procedures
- Removes summary proceedings
- Adds “competent and material” to evidence needed

## Demolition

- Updates to align with state law
- Clarifies that COA is needed for demolition in pending HOD or RHL

# 10.2.16 Historic Landmark Designation

## Throughout

- Changes language to align with state law
- Entire section reorganized
- Notice per UDO Common Review Procedures

## Application and Designation Report

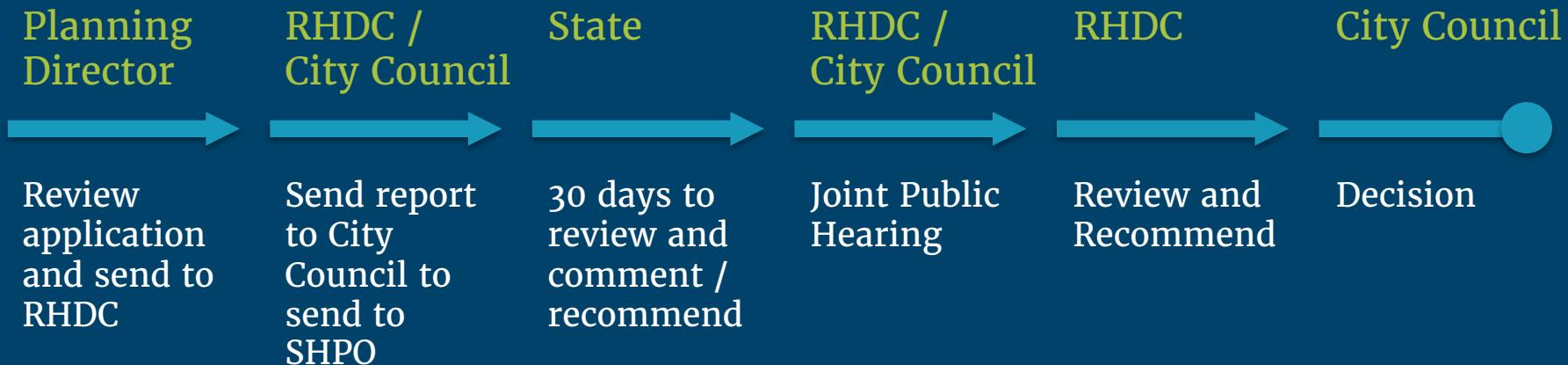
- Moves requirements to the form

## Approval Process

- RHDC and City Council will hold separate public hearings

# 10.2.16 Historic Landmark Designation

## Current Approval Process



# 10.2.16 Historic Landmark Designation

## Proposed Approval Process



## 10.2.1 Common Review and 10.2.4 Rezoning

### Notice

- Landmark designations require notice in paper 2 weeks in a row

### HOD Applications

- Applies to designation and amendments to HODs
- RHDC forwards report to the state

# Article 12.2. Defined Terms

## Character-defining

Prominent or distinctive aspect, quality, or characteristic of a building or site that contributes to its special significance as identified in the historic landmark, -HOD-G, or -HOD-S designation report.

## Footprint

The enclosed horizontal area of a building within and including the perimeter of all exterior walls. This shall not include unenclosed building features such as porches, decks, and stoops.

## Exterior Features

Definition moved to Sec. 5.4.1.C.2.