

REPORT TO THE HISTORIC DISTRICT COMMISSION

DATE: May 28, 2026

SUBJECT: Case # 260647 – 243 College Street – Request Certificate of Appropriateness for exterior alterations

INTRODUCTION:

- Joe and Kathryn King, owners of the property at 243 College Street, are requesting a Certificate of Appropriateness (CofA) for exterior alterations including replacing the roof, installing a metal gate across the driveway, adding two dormers, extending the covered front porch the length of the house, replacing all the windows and exterior doors, adding an addition along the rear of the house and painting the brick.
- The property is outside of the National Historic District but within the Local Historic Overlay. The property is zoned R-1: Low Density Residential.

BACKGROUND:

- The house was constructed in 1958. It is a Minimal Traditional style with Tudor accents.
- According to Town records, two building permits have been issued since the house was constructed. One in 1976 for an addition to enlarge the bathroom and another in 1993 to convert a porch on the rear of the house into living space. Two new windows were added along the rear elevation, but when they were added is not clear.
- The property was not included in the 2004 Historic Structure Survey because it was not yet 50 years old. It was also not included in the 2021 update to the Historic Structure Survey. Staff believes this was an oversight and the subject property was not intentionally left out of the consultant's contract.
- The historical significance for this property is unclear.

KEY POINTS:

1. The minimal-traditional style residence with Tudor accents is currently unpainted red brick with stone veneer along the front entrance and horizontal lap siding

- The applicants state the existing brick will need to be replaced in multiple areas along the front exterior.
- New brick will also be used for the rear addition will be visible from the College Street right-of-way.
- Finding new brick to match what is existing will be difficult, per the applicant's contractor.
- The type of existing and proposed lap siding is unclear.

2. The applicants would like to paint the existing red brick a muted, neutral color similar to other homes in the neighborhood. The HDC reviews requests to paint brick on existing structures on a case-by-case basis.

- The applicants' first choice is to paint the brick a creamy shade of white. They are also open to whitewashing the brick or a German smear with a creamy white color.
- The Historic District Guidelines state "*The painting of brick is inappropriate unless it is mismatched or so deteriorated that it cannot withstand weather. If painting is necessary, original*

natural color should be used". (page 46)

- The Guidelines also state when painting a house in the Historic Overlay "*choose colors that blend with and complement the overall color schemes of the street.*"
- In 2019, the HDC denied a request to paint a 1947 brick structure at 231 College Street. This Classical Revival home was surveyed in 2004 and determined to be eligible for the National Register.
- In 2021, staff released a memo to the mayor outlining when painting brick inside the Historic Overlay is and is not appropriate. The memo was drafted after several HDC work sessions and decisions related to painted brick. The HDC Guidelines have not been updated to address this issue.
 - The table on page 2 of the memo lists masonry structures built in 1970 or before then are listed on the National Register District Form as "Not Contributing" as appropriate to paint (See Exhibit 7).
 - This pre-1970 subject structure is not part of the National Register District and, per this policy position of the HDC, it is inappropriate to paint the existing brick on this structure.
 - The 2021 memo states the HDC will no longer regulate the color of paint used on masonry for residential structures (See Exhibit 6).

3. The applicants propose to connect the two front porches, include wooden posts for structural support, and relocate the front entrance.

- The property currently has two small front porches near the front and side entrances. The total square footage of the porches is 105 square feet. The intent is to connect them to form one large porch to total 490 square feet.
- The property is currently setback approximately 112 feet from the College Street right-of-way. The porch extension will decrease the setback to 106 feet (See Exhibit 6). The Guidelines state setbacks should be between 85 and 115% of the average of the abutting properties. The average of the abutting properties (251 and 231 College Street) is 104.5 feet. The property, with the porch addition, will meet this setback requirement.
- The side entrance will be removed, and the front entrance will be relocated closer to the driveway.
- To maintain the Tudor accent, the front door will be offset, and stone veneer will be added to the base of the wooden columns.
- The Guidelines state "*The original details and shape of porches should be retained. Replace an entire porch only if it is too deteriorated to repair. The new porch should match the original as closely as possible. Avoid removing or radically changing entrances and porches important in defining the building's overall character*" (page 44).
- If the HDC believes the structure has historic integrity, a condition could be added for the use of wrought iron in the new porch posts and railings in a similar style to the existing porches. This will help retain the original details and character of the front elevation.

4. The applicants are proposing an addition at the rear of the house, but visible from the right-of-way, with primary materials to match existing materials.

- The addition, not including the front porch, will be 1,200 square feet of which 468 square feet will be heated. The majority of the addition, not including the front porch, will be carport, storage and a screened in porch. The heated space will increase 33.3% - 1,404 square feet from Shelby County Assessor to 1,872 square feet from proposed floor plan (See Exhibit 4).
- The elevations indicate the addition will match the material of the existing home (See Exhibit 4).
- The Historic District Guidelines, which are based on the Secretary of Interior Standards, state "*Additions should be differentiated from the old and should be compatible with the massing, size, scale and architectural features to protect the historic integrity of the property and its*

environment. (page 60)

- If the HDC believes the structure has historic integrity, a condition could be added for the addition be distinguished from the original structure with an architectural feature or the use of a different material compatible with the style of the existing house (i.e. horizontal lap siding).

5. The project will also include adding two dormers to the front of the house, replacing the existing roof and adding a metal gate across the driveway and wide board fencing.

- Black architectural asphalt shingles will be used to match the existing roofing materials.
- The dormer windows will have the same size, proportion and style as the existing windows.
- The Guidelines state *"Do not use materials such as wide board fencing ... where they would be visible from the street"*. (page 39)
- Decorative wood fences like the one shown in Exhibit 5 have been approved by the HDC; however, the proposed location of the rear yard fence is not shown. The fence is not being approved at this time. A separate fence permit will be required, which could be approved administratively if it complies with the HDC Guidelines.

6. The existing doors and windows will be replaced, and new windows will be added as part of the addition.

- The rhythm, pattern and ratio of walls to windows and doors will be maintained along the front, rear and eastern elevations. A substantial portion of the addition along the western elevation will be wall space with no window or door openings.
- The size and proportion of the new windows will appear to match the existing (divided lights with six panes over six). Product details have not been provided to verify the window materials and whether they are similar or true divided light windows.
- The two existing windows along the front elevation have non-functional shutters. The shutters along the large bay window will be removed, the smaller window will become the front entrance, and one new window will be added.
- The Guidelines state *"Many entrances of Collierville's historic buildings have special features such as transoms, sidelights, and decorative elements framing the openings (e.g. functional shutters). Consideration should be given to incorporating such elements in new construction"*. (page 57) The Guidelines also state *"Use shutters only on windows that show evidence of their use in the past"*.
- Staff is recommending as a condition of approval, functional shutters with hardware be used if the applicants choose to install shutters. It will require staff approval prior to installation.
- If the HDC believes the structure has historical integrity, a condition of approval could be added for a window opening be installed along the western elevation matching the size, proportion and design of the existing and proposed windows.
- If the HDC believes the structure has historical integrity, a condition of approval could be added to require additional information on the windows and siding are being proposed in order to confirm compliance with the Historic District Guidelines.

STAFF RECOMMENDATION: Due to possible impacts to the area from the proposed alterations, deferral of this CofA request is recommended to allow for more information to be provided and possibly a work session for the HDC to determine if the property is historically significant.

Should the HDC decide to not defer the case and approves the Certificate of Appropriateness for the exterior alterations, staff has provided example conditions of approval listed in Exhibit 2. If approved, once additional information is provided by the applicant, staff will review the materials to ensure compliance with the HDC Guidelines.

ATTACHMENTS:

Exhibit 1: Vicinity Map

Exhibit 2: Recommended Conditions of Approval

Exhibit 3: Applicants' Coverletter

Exhibit 4: Elevations and Floor Plans

Exhibit 5: Exterior photos - Existing and Proposed

Exhibit 6: Plot Plan

Exhibit 7: 2021 Memo to Mayor: Painted Brick

PROPOSED MOTION:

To approve a Certificate of Appropriateness for exterior alterations, subject to the example conditions of approval listed in Exhibit 2.