



**Town of Rutherfordton
Historic Preservation Commission
Meeting
Regular Meeting
April 9, 2026
7:00 PM
Town Hall, Council Chambers**

AGENDA

- 1. CALL TO ORDER**
- 2. APPROVAL OF MINUTES**
 - A. Historic Preservation Commission - February 12th - Minutes
[Historic Preservation Commission - February 12 2026 - Minutes](#)
- 3. ADOPTION OF AGENDA**
- 4. OLD BUSINESS**
- 5. NEW BUSINESS**
 - A. COA Hearing - St. Francis Parish
[St. Francis COA with Images for Town of Rutherfordton](#)
- 6. ADJOURN**



Town of Rutherfordton Historic Preservation Commission Meeting

Regular Meeting
February 12th, 2026 7:00 PM

Rutherfordton Townhall, Council Chambers, 129 North Main Street,
Rutherfordton NC 28139.

I. Call to Order

Members Present: Alex Bell, Charlotte Epley, Pete Dickerson, Christy Houser.

Staff Present: Benjamin Bordeaux (FRC), Alan Toney (FRC).

Others Present:

Alex Bell called the meeting to order at 7:03 PM.

II. Approval of Minutes and Adoption of Agenda

The Commission considered the minutes of the January 8th meeting. One correction was noted, Chris Magnet and Ronnie Porter were present but not listed in the minutes.

Motion: Pete Dickerson moved to approve the minutes from the previous meeting as amended.

Second: Charlotte Epley **Action:** Unanimous Approval

III. New Business

A. COA Hearing – 198 N Washington St.

Rutherford County Government had submitted a request for a Certificate of Appropriateness for the Rutherford County Detention Center and Sheriff's Office, including and expansion of the building over a portion of its current parking lot, and the installation of a new fence and security gate for inmate transfer to and from the Courthouse.

Motion: Christy Houser moved to issue a certificate of appropriateness.

Second: Ronnie Porter **Action:** Unanimous Approval

B. COA Hearing – 199 N Main St.

Loyce Snider had applied for a Certificate of Appropriateness to construct a new access staircase, convert an existing window into a doorway, and to install appropriate lighting. Christy Houser requested to be recused from hearing, as she was both related to the applicant and a party to the case as a neighbor.

Motion: Pete Dickerson moved to recuse Christy Houser.

Second: Chris Magnet **Action:** Unanimous Approval

Christy Houser presented the application to the board. She explained that the stairs, door, and light fixture would all be in a modern style in black metal.

Motion: Pete Dickerson moved to issue a certificate of appropriateness.

Second: Charlotte Epley **Action:** Unanimous Approval

IV. – Adjournment

All business having been concluded, Chairman Bell declared the meeting adjourned at 7:23 PM.

CERTIFICATE OF APPROPRIATENESS APPLICATION

Rutherfordton Historic Preservation Commission
129 N. Main Street Rutherfordton, NC 28139
(828) 287-3520 fax: (828)286-8054 dbarrick@rutherfordton.net



Applications for a Certificate of Appropriateness **must be submitted to the address or email above** for all major work as defined in the Historic District Guidelines on the Town's website: Rutherfordton.net. It will be reviewed by the **Rutherfordton Historic Preservation Commission** which has five members that are appointed by the Rutherfordton Town Council. The Commission reviews proposed exterior changes, new construction, demolition, and significant changes to landscaping to ensure that alterations are in compliance with design guidelines and are compatible with the historic character of the Town.

An approved Certificate of Appropriateness is required before exterior changes can be made and before a zoning permit can be issued.

FILING SCHEDULE: The RHPC is scheduled to meet the Second Thursday of each month at 7pm. Applications must be received by the Friday prior to the meeting in order to be reviewed. Your application will be reviewed based upon the Rutherfordton Historic Preservation Design Guidelines and Rules of Procedure.

Applicants are strongly encouraged to attend the meeting.

GUIDELINES: Copies of the guidelines are available at the Norris Library, Town Hall, and online at the <https://www.rutherfordton.net/departments/historic-preservation/> It will be helpful to review the guidelines while planning your project to ensure compliance with the Guidelines. The preservation staff can help you with interpretation of the guidelines.

Certificates of Appropriateness do not relieve the property owner from the responsibility of obtaining any other required permits. Building Permits and other permits may be required even if a COA is not required. For more information contact the Rutherford County Building Inspections Office. **Decisions of the RHPC** may be appealed by filing notice with the Board of Adjustment within 30 days after the meeting.

WRITTEN DESCRIPTION:

Describe clearly and in detail the nature of your project. Include exact dimensions for materials to be used (e.g. width of siding, window trim, etc.)

Attach plan drawings and elevation drawings if necessary, showing dimensions on drawings. You may provide photos of existing conditions.

APPLICATIONS FOR SIGNS: Provide a drawing or computer rendering of sign if possible. Give materials from which sign will be constructed, along with size, proposed colors, lighting source if any, and placement position on building or windows (right angle or parallel if hung, type of bracket).

**RUTHERFORDTON HISTORIC PRESERVATION COMMISSION
APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS**

APPLICATION REQUIREMENTS

Applications and any attached supporting materials for projects requiring approval must be submitted prior to the next scheduled meeting. Submittal requirements may vary depending on the type of project proposed. If you have any questions, contact the Town Manager at 828-287-3520

NOTE: FAILURE TO PROVIDE ALL REQUIRED MATERIALS BY THE FILING DEADLINE WILL RESULT IN A DELAY OF THE HEARING OF YOUR PROJECT BY THE COMMISSION. INCOMPLETE APPLICATIONS WILL NOT BE FORWARDED FOR COMMISSION REVIEW.

LOCATION 408 North Main Street, Rutherfordton
Street Address Where Work Will Be Undertaken

PROPERTY OWNER St. Francis Episcopal Church

ADDRESS Last 395 North Main Street First MI

Street Rutherfordton NC 28139

City 704-215-1552 State rector@stfrancisrutherfordton.org Zip

CONTACT INFO Daytime phone # rector@stfrancisrutherfordton.org Email Fax

APPLICANT (if different from owner) Last MI First

ADDRESS Street

City State Zip

CONTACT INFO Daytime phone # Email Fax

PROPERTY OWNER SIGNATURE _____ APPLICANT SIGNATURE _____

FOR OFFICE USE ONLY: DATE RECEIVED _____ APPLICATION # _____
RECEIVED BY _____

Approved Denied Date
Approved with Conditions Withdrawn Signature

ST. FRANCIS EPISCOPAL CHURCH

Request for Certificate of Appropriateness for landscaping project

St. Francis Episcopal Church proposes to conduct a significant landscaping project on the south lawn of the sanctuary. As our properties are located within the Rutherfordton Historic District, a COA application to the Historic Preservation Commission regarding the proposed scope of work is required.

Project outline:

- Re-landscape south lawn of sanctuary. This would:
 - Improve the visibility of the church from Main St
 - Enhance the interior beauty of the stained glass. Opening the southern exposure increases sunlight, showing the depth and color of our rare stained glass including a Tiffany.
 - Reduce the maintenance caused by the significant debris from the magnolias
 - Brighten the Memorial Garden allowing for stronger plant/grass growth
 - Eliminate the risk of having two large trees near the sanctuary
- Project outline
 - Remove the two large magnolia trees
 - Remove the ivy that is below those trees and along the interior of the stone wall
 - Replace the ivy with grass and a few trees and bushes that would remain smaller. Plants such as dogwoods, redbuds, Japanese maples, and serviceberry—will help maintain the historic setting. The new plantings will complement the historic setting and not obscure the church.
 - Lawn topography and built features (terraces and walls) remain will remain intact.
 - Attached images illustrate the project
 - Image 1 – photograph of current view
 - Image 2 – AI modified version of that photo. AI removed the stone wall between the sanctuary and the rectory – this wall would remain
 - Image 3 – “painting version” of image 2
 - Image 4, 5 and 6 – interior pictures of 3 of the windows
- Timeline if COA approved
 - Finalize plan and contractor bids
 - Over the summer of 2026 complete fundraising
 - Perform the project in the fall/winter of 2026 with the goal to be complete not later than Feb 2027











