



Town of Selma
 Appearance Commission Meeting
 May 18, 2026
 Jernigan Building
 6:00 PM

§ 143-318.17. **Disruptions of official meetings.** A person who willfully interrupts, disturbs, or disrupts an official meeting and who, upon being directed to leave the meeting by the presiding officer, willfully refuses to leave the meeting is guilty of a Class 2 misdemeanor.

ORDER OF BUSINESS

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7. CLOSED SESSION

8. ADJOURNMENT



**Appearance Commission Meeting Minutes
Monday, April 20, 2026 @ 6:00 PM**

PRESENT:

Chair Sara McAllister, Vice Chair Florence Raynor, Commission member Jeannette Smith, Commission member Dr. Brittany McCoy*, Commission member Jody Seiler, and Commission member Debbie Gaskill

ABSENT:

STAFF PRESENT:

Town Clerk Dalton Larsen-Batten, Planning Technician Taylor Graham, and Town Attorney Megan Clinton

1 CALL TO ORDER

Chair Sara McAllister called the meeting to order with a quorum present at 6:00PM.

2 APPROVAL OF AGENDA

Motion was made by Commission member Dr. Brittany McCoy seconded by Vice Chair Florence Raynor to approve the agenda as presented.

Motion carried unanimously

3 CONSENT AGENDA

- a) Approval of minutes
20260316 Appearance Commission

Motion was made by Vice Chair Florence Raynor seconded by Commission member Jeannette Smith to approve the consent agenda as presented.

Motion carried unanimously

Attached hereto as Exhibit A

4 HISTORIC PRESERVATION OLD BUSINESS

5 HISTORIC PRESERVATION NEW BUSINESS

- a) Request for COA: 100 S. Pollock Street

Motion was made by Commission member Jeannette Smith seconded by Commission member Jody Seiler to open a quasi-judicial hearing related to 100 S. Pollock Street.

Motion carried unanimously

Town Attorney Megan Clinton swore in Planning Technician Taylor Graham, Applicant Abdullah Al Hassan, and the applicant representative/translator, for the hearing related to 100 S. Pollock Street.

Motion carried unanimously

Planning Technician Taylor Graham described the request to replace three (3) existing garage doors with six (6) glass panels per door with brown insulated steel pads, columns painted to blend with neutral tones of beige, gray, brown, a pole sign that has a yellow and black sign face on a steel pole and frame, and two (2) temporary feather flags. Planning Technician Taylor Graham stated staff finds the garage modification consistent however staff finds the proposed signage inconsistent with the historic district streetscape. Further requested the staff report and supporting documents be entered into evidence as testimony.

Chair Sara McAllister inquired if the repainted areas will continue around the structure facing both Pollock and Anderson Street where blue paint currently is. Applicant Representative confirmed the desire is to replace all blue paint with the referenced neutral tone to match all around the structure.

Commission member Jody Seiler inquired about the stone in the presented rendering. Applicant Representative stated it will be painted to mimic stone. Chair Sara McAllister noted the presented rendering referencing stone veneers, which is described as natural stone. Applicant Representative stated the applicant wishes to paint the exterior to mimic stone or use imitation stone in the light color shown in the rendering.

Discussion continued regarding the artificial intelligence (AI) generated renderings. Chair Sara McAllister inquired about the discrepancy in the name expressing concern for inconsistent signage. Applicant Representative confirmed the name of the business is "Partial of Price" which will be consistently applied to all signage as indicated in the wall sign rendering. Discussion ensued regarding the different colors on the

presented renderings. Applicant Representative confirmed the signage will be identical to the previously approved sign for the property and all will match.

Commission member Jody Seiler further discussed the plan for erecting the proposed signage. Applicant Representative stated the feather flags are waiting on approval to be used and approval is being sought out prior to purchasing the described pole sign.

Motion was made by Vice Chair Florence Raynor seconded by Commission member Jeannette Smith to close the quasi-judicial hearing related to 100 S. Pollock Street.

Motion carried unanimously

Motion was made by Commission member Jeannette Smith seconded by Vice Chair Florence Raynor to accept all testimony and evidence as presented.

Motion carried unanimously

Chair Sara McAllister expressed concern for the imitation stone as previously imitation, or vinyl siding has been discouraged. Further expressed disinterest and hesitation for any imitation material. Consensus of the Commission is to impose a condition to require a natural stone veneer for the columns. Discussion ensued regarding the proposed feather flags. Discussion continued regarding the conflict of feather signs within the Historic District. Commission member Dr. Brittany McCoy suggested a two (2) week period allowing the feather flags.

Chair Sara McAllister stated feather flags are temporary fixtures and were previously denied. Discussion continued regarding interest to permit the temporary feather flags. Chair Sara McAllister stated the specific request is to utilize the feather flags until the pole sign can be erected. Town Clerk Dalton Larsen-Batten noted the permitting of the sign itself will come after the COA approval. Town Attorney Megan Clinton stated an encroachment agreement may need to be considered. Discussion continued regarding interest to permit the feather flags temporarily. Chair Sara McAllister noted the certificate only lists garage door replacement, columns, and the permanent pole sign which is what shall be considered.

The Commission began reviewing each standard presented by staff as it relates to the request for 100 S. Pollock Street.

Consensus of the Commission is to agree that the property and proposed work are subject to Historic Preservation Standards.

Consensus of the Commission is the proposed change is consistent with the congruency of the districts special character.

Consensus of the Commission is the material proposed is compatible with historic materials in type, texture, color, and durability, noting natural stone veneers shall be used for the columns.

Consensus of the Commission is the decision is based on competent material, and substantial evidence presented during the hearing.

Chair Sara McAllister collectively reviewed the proposal to include three (3) garage door replacements with clear tempered glass with brown insulated steel panels, columns to be painted a neutral brown to blend with the garage doors or covered in a natural stone veneer, all existing blue painting is to be repainted to match the neutral brown columns on both sides visible from Anderson and Pollock Street, the pole sign to mirror the previously approved signage for the property.

Motion was made by Vice Chair Florence Raynor seconded by Commission member Jeannette Smith to conditionally approve the request for 100 S. Pollock for three (3) garage door replacements with tempered glass to have brown insulated steel panels, columns to either be painted brown to match garage doors or covered in natural stone, and a steel pole sign with a yellow and black sign face to match the previously approved sign.

Motion carried unanimously

Motion was made by Commission member Jody Seiler seconded by Vice Chair Florence Raynor to authorize Chair Sara McAllister to sign the final order associated with the request for 100 S. Pollock Street.

Motion carried unanimously

b) Request for COA: 110 W. Waddell Street

Motion was made by Commission member Jeannette Smith seconded by Vice Chair Florence Raynor to open a quasi-judicial hearing related to 110 W. Waddell Street.

Motion carried unanimously

Town Attorney Megan Clinton swore in Planning Technician Taylor Graham and Applicant Eddie Gutierrez for the hearing related to 110 W. Waddell Street.

Planning Technician Taylor Graham described the request for 110 W. Waddell Street, for a parking lot with a small outdoor area that will be enclosed with a 4' wood or vinyl fence and two (2) 12'x12' pergola structures. Further stated this property is a gravel lot that is on the edge of the downtown historic district. Further stated staff finds the request consistent with the historic districts and requested the staff report and supporting documents be entered into the record as testimony.

Applicant Eddie Gutierrez of 2649 Winter Storm Road in Zebulon, stated the rendering was the initial concept for the property. Further stated their intention now is to have parking along the side of the building with an enclosed outdoor patio near the rear with two (2) pergolas. Discussion ensued regarding where the desired outdoor seating area is to be located. Applicant Eddie Gutierrez stated the desire is for parking on the lot immediately to the right of 110 W. Waddell Street, with the pergola structures to be placed past the rear of the primary building on the gravel lot.

Chair Sara McAllister inquired about paving the proposed parking lot. Applicant Eddie Gutierrez stated he is not sure at this time. Further discussed the proposed timeline for the entire project. Chair Sara McAllister confirmed the specific requests are for the fencing with an entryway to the rear of the property. Applicant Eddie Gutierrez confirmed that is correct in addition to the parking lot as required. Further stated temporary cones were placed due to patrons parking on the lot until the proper approvals were received. Planning Technician Taylor Graham confirmed an addition of a parking lot and a pergola of 12'x12' is considered a major COA per the Town Code. Chair Sara McAllister asked for images of the proposed pergolas. Applicant Eddie Gutierrez verbally described the interest to use either wood or vinyl material for the pergolas. Further apologized for the lack of supporting documents. Discussion ensued regarding the roof of the described pergolas.

Chair Sara McAllister recommended tabling this item to ensure the request and approvals are clear. No objections were raised.

Discussion ensued regarding the lot currently being used for parking. Chair Sara McAllister stated the adjoining parking lot is paved and expressed concern for safety. Further stated there are little to no gravel parking lots within the Historic Districts. Applicant Eddie Gutierrez stated the property may be developed in the future which is the reasoning for not paving at this time. Chair Sara McAllister inquired if the applicant

wishes for the application to be tabled. Applicant Eddie Gutierrez consented to tabling the application until May.

Motion was made by Commission member Jeannette Smith seconded by Vice Chair Florence Raynor to close the quasi-judicial hearing related to 110 W. Waddell Street.

Motion carried unanimously

Motion was made by Vice Chair Florence Raynor seconded by Commission member Jeannette Smith to accept all testimony and evidence as presented.

Motion carried unanimously

Motion was made by Commission member Jeannette Smith seconded by Commission member Debbie Gaskil to table the hearing related to 110 W. Waddell Street for a finalized and detailed plan to be submitted.

Motion carried unanimously

*Chair Sara McAllister excused Commission member Dr. Brittany McCoy from attendance due to a personal matter.

c) Request for COA: 123 S. Raiford Street

Motion was made by Vice Chair Florence Raynor seconded by Commission member Jody Seiler to open a quasi-judicial hearing related to 123 S. Raiford Street.

Motion carried unanimously

Town Attorney Megan Clinton swore in Planning Technician Taylor Graham and Applicant Alan Tran for the hearing related to 123 S. Raiford Street.

Planning Technician Taylor Graham presented the request for 123 S. Raiford Street to approve a 4'x8' aluminum, composite, plastic (ACP) wall sign to face Railroad Street. Further stated the sign mirrors the previously approved sign which faces Raiford Street. Planning Technician Taylor Graham further stated staff finds the proposal consistent with the Historic District and requested the staff report and supporting documents be entered into evidence as testimony.

Applicant Alan Tran of 608 E. Lizzie Street, confirmed the sign is identical to the previously approved sign for the property. Discussion ensued regarding painting the exterior wall. Applicant Alan Tran stated there are currently no plans to paint the exterior.

Motion was made by Commission member Debbie Gaskill seconded by Commission member Jeannette Smith to accept all testimony and evidence as presented.

Motion carried unanimously

Motion was made by Vice Chair Florence Raynor seconded by Commission member Jody Seiler to close the quasi-judicial hearing related to 123 S. Raiford Street.

Motion carried unanimously

Discussion continued regarding the Commission's desire for the exterior wall to be painted.

Motion was made by Commission member Jeannette Smith seconded by Vice Chair Florence Raynor to approve the request for 123 S. Raiford Street as presented.

Motion carried unanimously

Motion was made by Vice Chair Florence Raynor seconded by Commission member Jeannette Smith to authorize Chair Sara McAllister to sign the final order associated with 123 S. Raiford Street.

Motion carried unanimously

d) Request for COA: 401 N. Green Street

Motion was made by Commission member Debbie Gaskill seconded by Commission member Jody Seiler to open a quasi-judicial hearing related to 401 N. Green Street.

Motion carried unanimously

Planning Technician Taylor Graham described the request from 401 N. Green Street to construct a fence. Further stated the fence will be 6' wood plank along the property line abutting the cemetery only for privacy. Planning Technician Taylor Graham stated staff finds the proposal consistent with the Historic District and requested the staff report and supporting documents be entered into evidence as testimony.

Commission member Jody Seiler confirmed one (1) side of the fence is being requested. Planning Technician Taylor Graham confirmed that is correct. Discussion ensued regarding the property characteristics and proximity to the cemetery.

Motion was made by Commission member Debbie Gaskill seconded by Vice Chair Florence Raynor to close the quasi-judicial hearing related to 401 N. Green Street.

Motion carried unanimously

Motion was made by Commission member Jeannette Smith seconded by Vice Chair Florence Raynor to accept all testimony and evidence as presented.

Motion carried unanimously

The Commission began reviewing each standard presented by staff as it relates to the request for 401 N. Green Street.

Consensus of the Commission is to agree that the property and proposed work are subject to Historic Preservation Standards.

Consensus of the Commission is the proposed change is consistent with the congruency of the districts special character.

Consensus of the Commission is the material proposed is compatible with historic materials in type, texture, color, and durability.

Consensus of the Commission is the decision is based on competent material, and substantial evidence presented during the hearing.

Motion was made by Vice Chair Florence Raynor seconded by Commission member Debbie Gaskill to approve the request for 401 N. Green Street as presented.

Motion carried unanimously

Motion was made by Vice Chair Florence Raynor seconded by Commission member Debbie Gaskill to authorize Chair Sara McAllister to sign the final order associated with 401 N. Green Street.

Motion carried unanimously

e) Request for COA: 601 W. Noble Street

Motion was made by Commission member Jeannette Smith seconded by Commission member Jody Seiler to open a quasi-judicial hearing related to 601 W. Noble Street.

Motion carried unanimously

Planning Technician Taylor Graham described the request from the Town to install signage for the Disabled American Veterans Group at the Richard B. Harrison Campus. Further described the two (2) signs as a 2'x4' wood wall sign, and a wood fence sign at the corner of Green and Noble Street. Further stated staff finds the request consistent with the Historic District and requested the staff report and supporting documents be entered into evidence as testimony.

Vice Chair Florence Raynor inquired about the sign at their former location in Smithfield. Planning Technician Taylor Graham confirmed the old signs are being brought to their new space. Discussion ensued regarding the exact placement of the fence sign at the corner of Green and Noble Street. Planning Technician Taylor Graham noted the exact spot for the fence sign is outside of the Historic District however it is being brought before the Commission to ensure the area is congruent with the historic district.

Motion was made by Commission member Jeannette Smith seconded by Commission member Debbie Gaskill to close the quasi-judicial hearing related to 601 W. Noble Street.

Motion carried unanimously

Motion was made by Commission member Debbie Gaskill seconded by Vice Chair Florence Raynor to accept all evidence and testimony as presented for the hearing related to 601 W. Noble Street.

Motion carried unanimously

Chair Sara McAllister expressed hesitation for the wall sign which would alter the historical structure.

The commission began reviewing each standard presented by staff as it related to the request for 601 W. Noble Street.

Consensus of the Commission is to agree that the property and proposed work are subject to Historic Preservation Standards.

Consensus of the Commission is the proposed change is consistent with the congruency of the districts special character, excluding the wall sign.

Consensus of the Commission is the material proposed is compatible with historic materials in type, texture, color, and durability.

Consensus of the Commission is the decision is based on competent material, and substantial evidence presented during the hearing.

Motion was made by Commission member Jody Seiler seconded by Commission member Jeannette Smith to conditionally approve the request for 601 W. Noble Street to include the proposed white painted wooden fence sign with the Disabled American Veteran logo, and deny the request for a wall-sign.

Motion carried unanimously

Motion was made by Vice Chair Florence Raynor seconded by Commission member Jeannette Smith to authorize Chair Sara McAllister to sign the final order associated with 601 W. Noble Street.

Motion carried unanimously

6 APPEARANCE BUSINESS ITEMS

- a) Earth Day Cleanup Event - Saturday, April 25, 2026 @8:00AM

Chair Sara McAllister encouraged all to attend the Earth Day Cleanup Event on Saturday, April 25, 2026, at 8:00AM. Further stated all will meet at Town Hall located at 212 N. Raiford Street to assign locations.

7 CLOSED SESSION

8 ADJOURNMENT

Motion was made by Vice Chair Florence Raynor seconded by Commission member Jeannette Smith to adjourn the meeting.

Motion carried unanimously

Adjourned 6:51PM

Dalton Larsen-Batten, Town Clerk



Town of Selma
 Planning & Economic Development
 212 N. Raiford St.
 Selma, NC 27576
 P: 919-965-9841
 F: 919-965-4637
 www.selma-nc.com

CERTIFICATE OF APPROPRIATENESS APPLICATION (Site Work/Development in Historic Districts)

Pursuant to Section 17-420 of the Selma Unified Development Code, no exterior portion of any building or other structure (including walls, fences, light fixtures, steps and pavement or other appurtenant features), or any above ground utility structure, or any type of outdoor advertising sign shall be erected, altered, restored, moved, or demolished within the Historic Districts until after an application for a certificate of appropriateness as to exterior architectural features has been approved.

"Exterior architectural features" shall include the architectural style, general design and general arrangement of the exterior of a building or other structure, including the kind and texture of the building material, the size and scale of the building, and the type and style of all windows, doors, signs and other appurtenant fixtures. In the case of outdoor advertising signs, "exterior" architectural features shall be construed to mean the style, material, size, and location of all such signs.

No certificate of appropriateness shall be granted unless the Historic Preservation Commission finds that the application complies with the United States Secretary of the Interior's "Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings" (www.nps.gov/tps). If applicable, a Zoning Permit for the proposed work will be issued at the same time as the approval of the Certificate of Appropriateness.

Approval only demonstrates compliance with the Town of Selma Zoning Ordinance and does not imply compliance with the NC Building Code, Fire Code, NCDOT, or any other applicable agencies. It is the applicant's obligation to seek the appropriate permits.

APPLICATION TYPE AND FEE

Check all applicable. Fees (check or cash) are due at time of submittal and may not be refunded.

Construction Cost*: 1600.00 *Construction costs include all site work and buildings

- Residential:**
- New Construction: \$50.00
 - Exterior building modification/Accessory Building/Porch/Deck /Fence.: \$30.00
 - Demolition: \$30.00

- Non-Residential /Mixed Use/Multi-Family:**
- New Construction
 - Modification to existing site/building
 - Demolition

Construction Cost*	Application Fee
<input checked="" type="checkbox"/> <\$50,000 -	\$100.00
<input type="checkbox"/> <\$50,000 - \$100,000	\$200.00
<input type="checkbox"/> <\$100,000 - \$150,000	\$400.00
<input type="checkbox"/> \$150,000+	0.5% of Construction Cost, not to exceed \$1,000.00

Completed by Staff:

Date Received: 3/25/2026 Amount Paid: \$ 100 Permit #: 2026-070
 Certificate of Appropriateness Application – December 2025 Page 1 of 6

SITE INFORMATION

Write "N/A" if not applicable. If unsure of the correct information, site data (i.e. zoning districts and overlay districts) may be found on the Johnston County GIS website (<https://mapclick8.johnstonnc.com/mapclick/MapClick6>) or by speaking with Selma Planning staff.

* Property Address: 110 & 106 W WADDELL ST SELMA

Johnston County Tag #: _____ Lot Size: _____

Historic District: Downtown Selma Historic District West Selma Historic District
 Harrison Campus Historic District

Current Use: _____ Proposed Use: _____

* Description of Request: Parking aligned with building
Outdoor area with fence enclosure
(2) 12x12 PERGOLA STRUCTURE

Material Type: FENCE (WOOD) or vinyl fence

APPLICANT INFORMATION

Owner's Consent Form is required if applicant is not the property owner.

Applicant Name: EDDIE GUTIERREZ

Contact Person: " "

* Mailing Address: 114 W WADDELL ST SELMA NC 27576

Phone Number: 984 218 4933 Email: ALTASCOFFEEANODELI@

GMAIL.COM

Property Owner (if different than applicant):

Name: _____

Mailing Address: _____

Phone Number: _____

REQUIRED INFORMATION

The following items must accompany a Certificate of Appropriateness application (if not applicable, check "n/a"). Incomplete applications will not be reviewed until all materials have been provided.

Item	Yes	N/A
1. Permit Review Fee	<input type="checkbox"/>	
2. Completed and signed application	<input type="checkbox"/>	
3. Owner's Consent Form <i>Required if applicant is not the property owner. Form is included in this application packet.</i>	<input type="checkbox"/>	<input type="checkbox"/>
4. Information about the request:	<input type="checkbox"/>	<input type="checkbox"/>
- Sketches, drawings, photographs, specifications, descriptions and other information of sufficient detail to clearly show the proposed exterior alterations, additions, changes or new construction.		
- All proposals shall include photos or elevations showing the proposed work, including dimensions, height, and identification of all proposed exterior materials and colors.		
- For new single family/duplex construction or major site modifications:		
- Provide a current site/plot plan and/or survey to scale which identifies the project boundaries, lot dimensions, acreage, all structures (size, dimensions, and location), parking or loading areas, setbacks, parking, and impervious surface area.		
- For Fences, Sheds, Decks, or similar:		
- In most cases, applicant may either use a sketched plan showing all site elements, or use a printed copy of an aerial photo or survey with the proposed structure drawn to scale. Plan must list setbacks in feet of structure from property lines, house, etc. (for aerial map, see https://mapclick8.johnstonnc.com/mapclick/MapClick6/)		
- List structure materials, height, and other pertinent details on map.		
- For new non-residential construction, application must provide a site plan meeting the requirements of a Site Plan as listed in the Commercial/Multi-Family Site Plan application.		
- The Planning Director/Administrator may allow less information or require more information to be submitted according to the needs of the particular case.		

APPLICANT AFFIDAVIT

I, the undersigned, to hereby make application and petition to the Planning Department of the Town of Selma to approve the subject Certificate of Appropriateness. I hereby certify that all activities will be carried out in compliance with the Unified Development Code and understand that violations will result in a Code Enforcement action and fine. I further certify that I have full legal right to request such action and that the statements or information made in any paper or plans submitted herewith are true and correct to the best of my knowledge. I understand this application, related material, and all attachments become official records of the Town of Selma, and will not be returned.



EDDIE GUTIERBAEZ
Print Name

Signature of Applicant

3/24/26
Date

HISTORIC PRESERVATION COMMISSION-FINDINGS OF FACT CONSIDERATIONS

1. Are the property and proposed work subject to Historic Preservation standards? Does the proposal affect exterior features visible from the public right-of-way?
(Example: exterior paint color, windows, or additions, like porch railing)

YES, THIS PROPERTY IS ON THE EDGE OF DOWNTOWN HISTORICAL DISTRICT

2. Is the proposed change consistent or inconsistent with the congruency of the district's special characters? Compare your proposed change with the surrounding houses.
(Does it preserve key architectural features, style, scale, materials, or rhythm of the streetscape?)

Examples of some common changes that are **not** recommended by the Town include:

- Painting unpainted brick.
- Accessory structures color not matching the color of the residence.
- Removing historical features from the residence (ex. Chimneys)

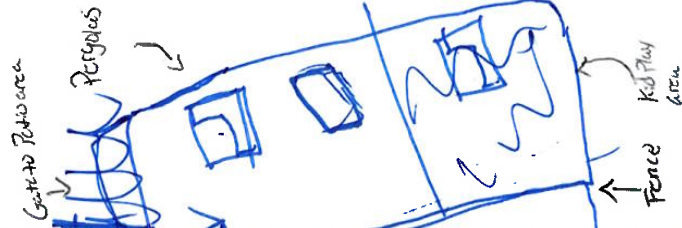
THIS IS A VACANT LOT. WE ARE ENHANCING DISTRICT APPEARANCE.

3. Are the materials proposed compatible with historic materials—in type, texture, color, and durability?
(If not, which specific standards are not met and why?)

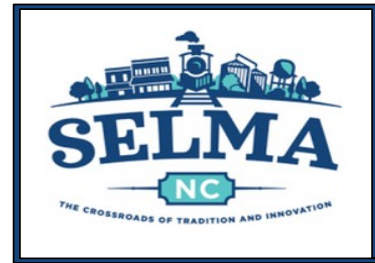
MOST OF THE MATERIAL WILL BE WOOD WITH POSSIBLE VINYL FENCE AND COLORS CONSISTENT WITH THE BUSINESS OR MATERIAL

4. Is the decision based on competent material and substantial evidence such as renders of proposed changes, sketches or site plans, and applicant or expert testimony?

YES A PLAN WILL BE PROVIDED AND APPLICANT TESTIMONY



Planning Department



Date: May 18, 2026

Body: Appearance Commission

Requested Action: Approval of a Certificate of Appropriateness to create a parking lot with a small outdoor area that is enclosed with a 4' wood or vinyl fence and two 12' x 12' pergola structures.

Applicant: Eddie Gutierrez

Property Address: 110 + 106 W. Waddell Street

Property Owner: L & C of Selma, INC

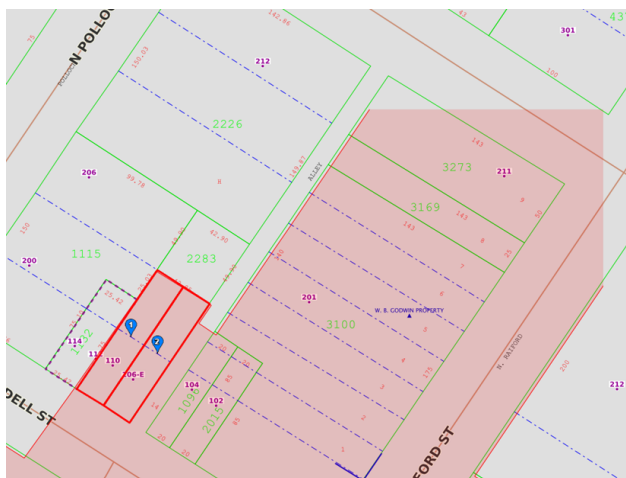
Parcel ID: 14022045 + 14022004

Specific Request: Applicant is seeking approval from the Appearance Commission to create a parking lot with a small outdoor area that is enclosed with a 4' wood or vinyl fence and two 12' x 12' pergola structures.

Current Site Information:

Size (Calculated Acreage)	.050 acres
Current Zoning	CB (Commercial Business)
Historic Preservation	YES
City or ETJ	CITY
Watershed	NO
Flood Information	X- Minimal Flood Risk; Panel 2615

Location of Property:



Current Status:



Updates:

The applicant mentions the gravel/dirt lot on E. Railroad Street that is in the historic district. They state that they are not necessarily changing the original use of the vacant lot where people parked, but are cleaning it up and making it safer.



Town of Selma UDO: It is established that this property is located within the Downtown Historic District. When is a Certificate of Appropriateness required? Town UDO § 17-420(F)(1) establishes these triggers:

From and after the designation of a landmark or a historic district, no exterior portion of any building or other structure (including walls, fences, light fixtures, steps and pavement or other appurtenant features), or any above ground utility structure, or any type of outdoor advertising sign shall be erected, altered, restored, moved, or demolished within the Historic Districts until after an application for a certificate of appropriateness as to exterior architectural features has been approved.

For purposes of this article "exterior architectural features" shall include the architectural

style, general design and general arrangement of the exterior of a building or other structure, including the kind and texture of the building material, the size and scale of the building, and the type and style of all windows, doors, signs and other appurtenant fixtures. In the case of outdoor advertising signs, "exterior" architectural features shall be construed to mean the style, material, size, and location of all such signs.

Town UDO § 17-420(C) directs the Appearance Commission to rely on the U.S. Secretary of the Interior's "Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings" as the guidepost when reviewing a Certificate of Appropriateness application.

Historic Preservation Commission- Findings of Fact Considerations

- 1. Is the property and proposed work subject to Historic Preservation standards?** (Example: Is it in a local historic district or a designated landmark? Does the proposal affect exterior features visible from a public right-of-way?)
- 2. Is the proposed changed consistent or inconsistent with the congruency of the district's special character?** (Does it preserve key architectural features, style, scale, materials, or rhythm of the streetscape?)
- 3. Are the material proposed compatible with historic materials--- in type, texture, color, durability?** (If not, which specific standards are not met and why?)
- 4. Is the decision based on competent material, and substantial evidence presented during the hearing?** (Evidence may include plans, photos, staff report, expert testimony, applicant testimony.)

Staff Comments: Staff find this request consistent with the historic district. I also ask that my staff report and supporting documents be entered into evidence as testimony.

I ask the commission to:

- Motion to accept all testimony and evidence into the record**
- Motion to authorize the presiding officer to sign the final order**
- Motion to approve or deny**



CERTIFICATE OF APPROPRIATENESS APPROVAL

PERMIT TYPE: Certificate of Appropriateness

Permit #: 2026-070

Address: 110 + 106 W. Waddell Street, Selma, NC 27576

Issued on: 05/18/2026

Johnston County Tag #: 14022045 + 14022004 **Zoning District:** CB

Historic District: Downtown

Issued to (applicant): Eddie Gutierrez

The Town of Selma Appearance Commission hereby issues a Certificate of Appropriateness based on the submitted designs. Any deviations from the approved description of work shall require approval in writing from the Town of Selma Planning Department and may require a new Permit. The applicant is responsible for obtaining all additional required county, state, or federal permits. Building permits, if required, shall be obtained from the Johnston County Building Inspections Department. This permit shall expire within one (1) year (see Section 17-617 "Expiration of Permits").

Conditions of Approval:

1.) This Certificate of Appropriateness is issued per the description of the request presented as follows:

- **2 Accessory Structures:** 12' x 12', unpainted wood pergolas.
- **Fence:** Vinyl or Wood, 4' in height
- **Parking Lot Installation**
- **Colors:** Consistent with the business or materials

Approved By: _____

*Sara McAllister,
Chair, Appearance Commission*

_____ *Date*

_____ *Dalton Larsen-Batten
Town Clerk*

_____ *Date*



Town of Selma
 Planning & Economic Development
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CERTIFICATE OF APPROPRIATENESS APPLICATION (Site Work/Development in Historic Districts)

Pursuant to Section 17-420 of the Selma Unified Development Code, no exterior portion of any building or other structure (including walls, fences, light fixtures, steps and pavement or other appurtenant features), or any above ground utility structure, or any type of outdoor advertising sign shall be erected, altered, restored, moved, or demolished within the Historic Districts until after an application for a certificate of appropriateness as to exterior architectural features has been approved.

"Exterior architectural features" shall include the architectural style, general design and general arrangement of the exterior of a building or other structure, including the kind and texture of the building material, the size and scale of the building, and the type and style of all windows, doors, signs and other appurtenant fixtures. In the case of outdoor advertising signs, "exterior" architectural features shall be construed to mean the style, material, size, and location of all such signs.

No certificate of appropriateness shall be granted unless the Historic Preservation Commission finds that the application complies with the United States Secretary of the Interior's "Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings" (www.nps.gov/tps). If applicable, a Zoning Permit for the proposed work will be issued at the same time as the approval of the Certificate of Appropriateness.

Approval only demonstrates compliance with the Town of Selma Zoning Ordinance and does not imply compliance with the NC Building Code, Fire Code, NCDOT, or any other applicable agencies. It is the applicant's obligation to seek the appropriate permits.

APPLICATION TYPE AND FEE

Check all applicable. Fees (check or cash) are due at time of submittal and may not be refunded.

Construction Cost*: \$8400 *Construction costs include all site work and buildings

- Residential:**
- New Construction: \$50.00
 - Exterior building modification/Accessory Building/Porch/Deck /Fence.: \$30.00
 - Demolition: \$30.00

- Non-Residential /Mixed Use/Multi-Family:**
- New Construction
 - Modification to existing site/building
 - Demolition

Construction Cost*	Application Fee
<input type="checkbox"/> <\$50,000 -	\$100.00
<input type="checkbox"/> <\$50,000 - \$100,000	\$200.00
<input type="checkbox"/> <\$100,000 - \$150,000	\$400.00
<input type="checkbox"/> \$150,000+	0.5% of Construction Cost, not to exceed \$1,000.00

Completed by Staff:

Date Received: 4/28/2022 Amount Paid: \$30 Permit #: 2022-104

Certificate of Appropriateness Application – August 2022

Page 1 of 6

SITE INFORMATION

Write "N/A" if not applicable. If unsure of the correct information, site data (i.e. zoning districts and overlay districts) may be found on the Johnston County GIS website (<https://mapclick8.johnstonnc.com/mapclick/MapClick6>) or by speaking with Selma Planning staff.

Property Address: 312 N SUMNER ST, SELMA, NC; 27576 _____

Johnston County Tag #: 14021020 Lot Size: 0.35

Historic District: Downtown Selma Historic District West Selma Historic District
 Harrison Campus Historic District

Current Use: residential _____ Proposed Use: no change _____

Description of Request: change the exterior color to blue-gray and white. front door and porch floor forest green - fully fence the property with 6 feet wood fence except from the front of the house to sidewalk the fence is to be 4ft tall as regulated. no fence in front of the house. only sides and back. _____

Material Type: wood fence _____

APPLICANT INFORMATION

Owner's Consent Form is required if applicant is not the property owner.

Applicant Name: SILVIA CRISTOVAO _____

Contact Person: SILVIA CRISTOVAO _____

Mailing Address: 626 MIDDLE COUNTRY RD, RIDGE, MS, 3961 _____

Phone Number: 6318986155 Email: SILVIA.CRISTOVAO@HOTMAIL.COM _____

Property Owner (if different than applicant):

Name: SAME _____

Mailing Address: _____

Phone Number: _____

REQUIRED INFORMATION

The following items must accompany a Certificate of Appropriateness application (if not applicable, check "n/a"). Incomplete applications will not be reviewed until all materials have been provided.

Item	Yes	N/A
1. Permit Review Fee	<input checked="" type="checkbox"/>	
2. Completed and signed application	<input checked="" type="checkbox"/>	
3. Owner's Consent Form <i>Required if applicant is not the property owner. Form is included in this application packet.</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. Information about the request:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> - Sketches, drawings, photographs, specifications, descriptions and other information of sufficient detail to clearly show the proposed exterior alterations, additions, changes or new construction. - All proposals shall include photos or elevations showing the proposed work, including dimensions, height, and identification of all proposed exterior materials and colors. - For new single family/duplex construction or major site modifications: <ul style="list-style-type: none"> - Provide a current site/plot plan and/or survey to scale which identifies the project boundaries, lot dimensions, acreage, all structures (size, dimensions, and location), parking or loading areas, setbacks, parking, and impervious surface area. - For Fences, Sheds, Decks, or similar: <ul style="list-style-type: none"> - In most cases, applicant may either use a sketched plan showing all site elements, or use a printed copy of an aerial photo or survey with the proposed structure drawn to scale. Plan must list setbacks in feet of structure from property lines, house, etc. (for aerial map, see https://mapclick8.johnstonnc.com/mapclick/MapClick6/) - List structure materials, height, and other pertinent details on map. - For new non-residential construction, application must provide a site plan meeting the requirements of a Site Plan as listed in the Commercial/Multi-Family Site Plan application. - The Planning Director/Administrator may allow less information or require more information to be submitted according to the needs of the particular case. 		

APPLICANT AFFIDAVIT

I, the undersigned, to hereby make application and petition to the Planning Department of the Town of Selma to approve the subject Certificate of Appropriateness. I hereby certify that all activities will be carried out in compliance with the Unified Development Code and understand that violations will result in a Code Enforcement action and fine. I further certify that I have full legal right to request such action and that the statements or information made in any paper or plans submitted herewith are true and correct to the best of my knowledge. I understand this application, related material, and all attachments become official records of the Town of Selma, and will not be returned.

Silvia Cristovao
Print Name

Silvia Cristovao
Signature of Applicant

04/15/2026
Date

HISTORIC PRESERVATION COMMISSION-FINDINGS OF FACT CONSIDERATIONS

1. Are the property and proposed work subject to Historic Preservation standards? Does the proposal affect exterior features visible from the public right-of-way?
(Example: exterior paint color, windows, or additions, like porch railing)

Yes. we ARE ADDING A FENCE AND CHANGING THE HOUSE COLOR TO LIGHTER BLUE.

2. Is the proposed change consistent or inconsistent with the congruency of the district's special characters? Compare your proposed change with the surrounding houses.
(Does it preserve key architectural features, style, scale, materials, or rhythm of the streetscape?)

Examples of some common changes that are **not** recommended by the Town include:

- Painting unpainted brick.
- Accessory structures color not matching the color of the residence.
- Removing historical features from the residence (ex. Chimneys)

It is consistent with DISTRICT SPECIAL CHARACTERS.

3. Are the materials proposed compatible with historic materials—in type, texture, color, and durability?
(If not, which specific standards are not met and why?)

Yes the fence will be wood. exterior will only be color change. exterior will be repaired with same materials

4. Is the decision based on competent material and substantial evidence such as renders of proposed changes, sketches or site plans, and applicant or expert testimony?

YES

STAFF ANALYSIS (completed by staff)

Zoning District: R10 City Limits Extraterritorial Jurisdiction

Lot Size: .353

Associated Project Approval Project #(s): 0026-105 (Fence zoning application)

Flood Zone: X FIRM Map: 2015

Associated Special Flood Hazard Area Development Permit #: N/A

Water Supply Watershed Protection District: Yes No Permit required? Y/N

Historic District: Yes No District Name: West Selma

Comments:







Planning Department



Date: May 18, 2026

Body: Appearance Commission

Requested Action: Approval of a Certificate of Appropriateness to repaint the house and add a fence.

Applicant: Silvia Cristovao

Property Address: 312 N. Sumner Street

Property Owner: Silvia Cristovao

Parcel ID: 14021020

Specific Request: Applicant is seeking approval from the Appearance Commission to change the exterior color of the primary structure to blue-gray and white, front door and porch floor to forest green and fence the property with a 6ft wood fence along the sides and back and a 4ft bit where it passes the house.

Current Site Information:

Size (Calculated Acreage)	0.353 acres
Current Zoning	R10 (Medium Density Residential)
Historic Preservation	YES
City or ETJ	CITY
Watershed	NO
Flood Information	X- Minimal Flood Risk; Panel 2615

Location of Property:



Current Status:





Town of Selma UDO: It is established that this property is located within the West Selma Historic District. When is a Certificate of Appropriateness required? Town UDO § 17-420(F)(1) establishes these triggers:

From and after the designation of a landmark or a historic district, no exterior portion of any building or other structure (including walls, fences, light fixtures, steps and pavement or other appurtenant features), or any above ground utility structure, or any type of outdoor advertising sign shall be erected, altered, restored, moved, or demolished within the Historic Districts until after an application for a certificate of appropriateness as to exterior architectural features has been approved.

For purposes of this article "exterior architectural features" shall include the architectural style, general design and general arrangement of the exterior of a building or other structure, including the kind and texture of the building material, the size and scale of the building, and the type and style of all windows, doors, signs and other appurtenant fixtures. In the case of outdoor advertising signs, "exterior" architectural features shall be

construed to mean the style, material, size, and location of all such signs.

Town UDO § 17-420(C) directs the Appearance Commission to rely on the U.S. Secretary of the Interior's "Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings" as the guidepost when reviewing a Certificate of Appropriateness application.

Historic Preservation Commission- Findings of Fact Considerations

- 1. Is the property and proposed work subject to Historic Preservation standards?**
(Example: Is it in a local historic district or a designated landmark? Does the proposal affect exterior features visible from a public right-of-way?)
- 2. Is the proposed changed consistent or inconsistent with the congruency of the district's special character?** (Does it preserve key architectural features, style, scale, materials, or rhythm of the streetscape?)
- 3. Are the material proposed compatible with historic materials--- in type, texture, color, durability?** (If not, which specific standards are not met and why?)
- 4. Is the decision based on competent material, and substantial evidence presented during the hearing?** (Evidence may include plans, photos, staff report, expert testimony, applicant testimony.)

Staff Comments: Staff find this request consistent with the historic district. I also ask that my staff report and supporting documents be entered into evidence as testimony.

I ask the commission to:

- Motion to accept all testimony and evidence into the record**
- Motion to authorize the presiding officer to sign the final order**
- Motion to approve or deny**



CERTIFICATE OF APPROPRIATENESS APPROVAL

PERMIT TYPE: Certificate of Appropriateness

Permit #: 2026-104

Address: 312 N. Sumner Street, Selma, NC 27576

Issued on: 05/18/2026

Johnston County Tag #: 14021020

Zoning District: R10

Historic District: West Selma

Issued to (applicant): Silvia Cristovao

The Town of Selma Appearance Commission hereby issues a Certificate of Appropriateness based on the submitted designs. Any deviations from the approved description of work shall require approval in writing from the Town of Selma Planning Department and may require a new Permit. The applicant is responsible for obtaining all additional required county, state, or federal permits. Building permits, if required, shall be obtained from the Johnston County Building Inspections Department. This permit shall expire within one (1) year (see Section 17-617 "Expiration of Permits").

Conditions of Approval:

1.) This Certificate of Appropriateness is issued per the description of the request presented as follows:

- **Primary Structure:** Repainted to blue-gray and white
- **Front Door + Porch Floor:** Repainted to forest green
- **Fence:** Wood plank, 6' in height along side and rear, 4' in height for part that extends past the primary structure

Approved By: _____

*Sara McAllister,
Chair, Appearance Commission*

_____ *Date*

_____ *Dalton Larsen-Batten
Town Clerk*

_____ *Date*



Town of Selma
 Planning & Economic Development
 212 N. Raiford St.
 Selma, NC 27576
 P: 919-965-9841
 F: 919-965-4637
 www.selma-nc.com

**CERTIFICATE OF APPROPRIATENESS APPLICATION
 (Site Work/Development in Historic Districts)**

Pursuant to Section 17-420 of the Selma Unified Development Code, no exterior portion of any building or other structure (including walls, fences, light fixtures, steps and pavement or other appurtenant features), or any above ground utility structure, or any type of outdoor advertising sign shall be erected, altered, restored, moved, or demolished within the Historic Districts until after an application for a certificate of appropriateness as to exterior architectural features has been approved.

"Exterior architectural features" shall include the architectural style, general design and general arrangement of the exterior of a building or other structure, including the kind and texture of the building material, the size and scale of the building, and the type and style of all windows, doors, signs and other appurtenant fixtures. In the case of outdoor advertising signs, "exterior" architectural features shall be construed to mean the style, material, size, and location of all such signs.

No certificate of appropriateness shall be granted unless the Historic Preservation Commission finds that the application complies with the United States Secretary of the Interior's "Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings" (www.nps.gov/tps), if applicable, a Zoning Permit for the proposed work will be issued at the same time as the approval of the Certificate of Appropriateness.

Approval only demonstrates compliance with the Town of Selma Zoning Ordinance and does not imply compliance with the NC Building Code, Fire Code, NCDOT, or any other applicable agencies. It is the applicant's obligation to seek the appropriate permits.

APPLICATION TYPE AND FEE

Check all applicable. Fees (check or cash) are due at time of submittal and may not be refunded.

Construction Cost*: _____ *Construction costs include all site work and buildings

- Residential:**
- New Construction: \$50.00
 - Exterior building modification/Accessory Building/Porch/Deck /Fence.: \$30.00
 - Demolition: \$30.00

Non-Residential /Mixed Use/Multi-Family:

- New Construction
- Modification to existing site/building
- Demolition

Construction Cost*	Application Fee
<input type="checkbox"/> <\$50,000 -	\$100.00
<input type="checkbox"/> <\$50,000 - \$100,000	\$200.00
<input type="checkbox"/> <\$100,000 - \$150,000	\$400.00
<input type="checkbox"/> \$150,000+	0.5% of Construction Cost, not to exceed \$1,000.00

Completed by Staff:

Date Received: 4/16/2024 Amount Paid: \$30 Permit #: 2024-163

SITE INFORMATION

Write "N/A" if not applicable. If unsure of the correct information, site data (i.e. zoning districts and overlay districts) may be found on the Johnston County GIS website (<https://mapclick8.johnstonnc.com/mapclick/MapClick6>) or by speaking with Selma Planning staff.

* Property Address: W 501 MLK Jr Way, Selma

Johnston County Tag #: _____ Lot Size: _____

Historic District: Downtown Selma Historic District West Selma Historic District
 Harrison Campus Historic District

Current Use: _____ Proposed Use: _____

Description of Request: _____

* 4' Black chainlink in back yard

Material Type: Galvanized - painted black (metal)

APPLICANT INFORMATION

Owner's Consent Form is required if applicant is not the property owner.

Applicant Name: Jeffery K Hamilton

Contact Person: _____

* Mailing Address: W 501 MLK Jr Way

Phone Number: 919-795-1568 Email: jefferykhamilton@gmail.com

Property Owner (if different than applicant):

Name: _____

Mailing Address: _____

Phone Number: _____

REQUIRED INFORMATION

The following items must accompany a Certificate of Appropriateness application (if not applicable, check "n/a"). Incomplete applications will not be reviewed until all materials have been provided.

Item	Yes	N/A
1. Permit Review Fee	<input type="checkbox"/>	
2. Completed and signed application	<input type="checkbox"/>	
3. Owner's Consent Form <i>Required if applicant is not the property owner. Form is included in this application packet.</i>	<input type="checkbox"/>	<input type="checkbox"/>
4. Information about the request:	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> - Sketches, drawings, photographs, specifications, descriptions and other information of sufficient detail to clearly show the proposed exterior alterations, additions, changes or new construction. - All proposals shall include photos or elevations showing the proposed work, including dimensions, height, and identification of all proposed exterior materials and colors. - For new single family/duplex construction or major site modifications: <ul style="list-style-type: none"> - Provide a current site/plot plan and/or survey to scale which identifies the project boundaries, lot dimensions, acreage, all structures (size, dimensions, and location), parking or loading areas, setbacks, parking, and impervious surface area. - For Fences, Sheds, Decks, or similar: <ul style="list-style-type: none"> - In most cases, applicant may either use a sketched plan showing all site elements, or use a printed copy of an aerial photo or survey with the proposed structure drawn to scale. Plan must list setbacks in feet of structure from property lines, house, etc. (for aerial map, see https://mapclick8.johnstonnc.com/mapclick/MapClick6/) - List structure materials, height, and other pertinent details on map. - For new non-residential construction, application must provide a site plan meeting the requirements of a Site Plan as listed in the Commercial/Multi-Family Site Plan application. - The Planning Director/Administrator may allow less information or require more information to be submitted according to the needs of the particular case. 		

APPLICANT AFFIDAVIT

I, the undersigned, to hereby make application and petition to the Planning Department of the Town of Selma to approve the subject Certificate of Appropriateness. I hereby certify that all activities will be carried out in compliance with the Unified Development Code and understand that violations will result in a Code Enforcement action and fine. I further certify that I have full legal right to request such action and that the statements or information made in any paper or plans submitted herewith are true and correct to the best of my knowledge. I understand this application, related material, and all attachments become official records of the Town of Selma, and will not be returned.

* Jeffery K Hamilton
Print Name

Jeffery K Hamilton
Signature of Applicant

4-15-2026
Date

HISTORIC PRESERVATION COMMISSION-FINDINGS OF FACT CONSIDERATIONS

1. Are the property and proposed work subject to Historic Preservation standards? Does the proposal affect exterior features visible from the public right-of-way?
(Example: exterior paint color, windows, or additions, like porch railing)

*

not in public right of way in west selma historic district

2. Is the proposed change consistent or inconsistent with the congruency of the district's special characters? Compare your proposed change with the surrounding houses.
(Does it preserve key architectural features, style, scale, materials, or rhythm of the streetscape?)

Examples of some common changes that are **not** recommended by the Town include:

- Painting unpainted brick.
- Accessory structures color not matching the color of the residence.
- Removing historical features from the residence (ex. Chimneys)

it is consistant with the historic district
it will match the black columns

3. Are the materials proposed compatible with historic materials—in type, texture, color, and durability?
(If not, which specific standards are not met and why?)

*

yes - galvanized / black chain link

4. Is the decision based on competent material and substantial evidence such as renders of proposed changes, sketches or site plans, and applicant or expert testimony?

*

provided sketch and testimony

STAFF ANALYSIS (completed by staff)

Zoning District: R10 City Limits Extraterritorial Jurisdiction

Lot Size: 0.240

Associated Project Approval Project #(s): N/A

Flood Zone: X FIRM Map: 2615

Associated Special Flood Hazard Area Development Permit #: N/A

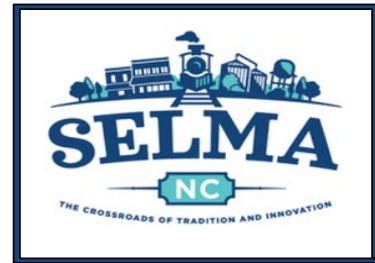
Water Supply Watershed Protection District: Yes No Permit required? Y/N

Historic District: Yes No District Name: West Selma

Comments:



Planning Department



Date: May 18, 2026

Body: Appearance Commission

Requested Action: Approval of a Certificate of Appropriateness to construct a fence.

Applicant: Jeffrey Hamilton

Property Address: 501 W. Dr Martin Luther King Jr Way

Property Owner: Jeffrey Hamilton

Parcel ID: 14031021

Specific Request: Applicant is seeking approval from the Appearance Commission to construct a 4ft black chain link fence.

Current Site Information:

Size (Calculated Acreage)	.024 acres
Current Zoning	R10 (Medium Density Residential)
Historic Preservation	YES
City or ETJ	CITY
Watershed	NO
Flood Information	X- Minimal Flood Risk; Panel 2615

Location of Property:



Current Status:



Town of Selma UDO: It is established that this property is located within the West Selma Historic District. When is a Certificate of Appropriateness required? Town UDO § 17-420(F)(1) establishes these triggers:

From and after the designation of a landmark or a historic district, no exterior portion of any building or other structure (including walls, fences, light fixtures, steps and pavement or other appurtenant features), or any above ground utility structure, or any type of outdoor advertising sign shall be erected, altered, restored, moved, or demolished within the Historic Districts until after an application for a certificate of appropriateness as to exterior architectural features has been approved.

For purposes of this article "exterior architectural features" shall include the architectural style, general design and general arrangement of the exterior of a building or other structure, including the kind and texture of the building material, the size and scale of the building, and the type and style of all windows, doors, signs and other appurtenant fixtures. In the case of outdoor advertising signs, "exterior" architectural features shall be construed to mean the style, material, size, and location of all such signs.

Town UDO § 17-420(C) directs the Appearance Commission to rely on the U.S. Secretary of the Interior's "Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings" as the guidepost when reviewing a Certificate of Appropriateness application.

Historic Preservation Commission- Findings of Fact Considerations

- 1. Is the property and proposed work subject to Historic Preservation standards?**
(Example: Is it in a local historic district or a designated landmark? Does the proposal affect exterior features visible from a public right-of-way?)
- 2. Is the proposed changed consistent or inconsistent with the congruency of the district's special character?** (Does it preserve key architectural features, style, scale, materials, or rhythm of the streetscape?)
- 3. Are the material proposed compatible with historic materials--- in type, texture, color, durability?** (If not, which specific standards are not met and why?)
- 4. Is the decision based on competent material, and substantial evidence presented during the hearing?** (Evidence may include plans, photos, staff report, expert testimony, applicant testimony.)

Staff Comments: Staff find this request consistent with the historic district. I also ask that my staff report and supporting documents be entered into evidence as testimony.

I ask the commission to:

- Motion to accept all testimony and evidence into the record**
- Motion to authorize the presiding officer to sign the final order**
- Motion to approve or deny**



CERTIFICATE OF APPROPRIATENESS APPROVAL

PERMIT TYPE: Certificate of Appropriateness

Permit #: 2026-103

Address: 501 W. Dr Martin Luther King Jr Way, Selma, NC 27576

Issued on: 05/18/2026

Johnston County Tag #: 14031021

Zoning District: R10

Historic District: West Selma

Issued to (applicant): Jeffrey Hamilton

The Town of Selma Appearance Commission hereby issues a Certificate of Appropriateness based on the submitted designs. Any deviations from the approved description of work shall require approval in writing from the Town of Selma Planning Department and may require a new Permit. The applicant is responsible for obtaining all additional required county, state, or federal permits. Building permits, if required, shall be obtained from the Johnston County Building Inspections Department. This permit shall expire within one (1) year (see Section 17-617 "Expiration of Permits").

Conditions of Approval:

1.) This Certificate of Appropriateness is issued per the description of the request presented as follows:

- **Fence:** Black chain link fence, 4' in height

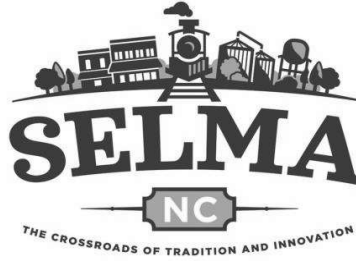
Approved By: _____

*Sara McAllister,
Chair, Appearance Commission*

_____ *Date*

_____ *Dalton Larsen-Batten
Town Clerk*

_____ *Date*



Beautification Award Application

Property Owner: Gary Rand
Address of nominated property: 305 N Webb St, Selma NC 27576
Nominated by: Rose Bogard **Date:** 02/23/2026
Phone number: #919-600-9136
Email: Rosebogard@costellorei.com

Award Category:

- Residential Property
 Commercial Property

Overall Look, Curb Appeal:

What unique ideas or innovation were used? (Attach additional sheet if needed and include at least one (1) photo)

He brought the once-neglected home back to life and restored it to be loved again.

Continuing Improvements:

Have the improvements been completed within the last three (3) months? If not, explain.

The exterior has been thoughtfully improved with new paint, landscaping cleanup, tree removal, and a fence, and the front door color is stunning.

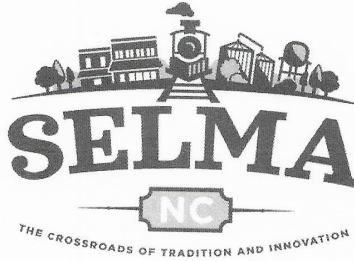
Obstacles Overcome:

What obstacles, if any, were overcome in making improvements and developing the overall look?

Other than the financial investment, I believe the project went smoothly without obstacles.

Nominations/Applications are to be considered by the Town of Selma Appearance Commission in February, May, August, and November. Please return the complete nomination/application to the Town Clerk (town-clerk@selma-nc.com) at Town Hall located at 212 N. Raiford Street upon completion.





Beautification Award Application

Property Owner: Herrick
Address of nominated property: 310 W Richardson St
Nominated by: Nurquia Peña Date: April 22 2026
Phone number: private
Email: 409 N. Sumner St

Award Category:

- Residential Property
 Commercial Property

Overall Look, Curb Appeal:

What unique ideas or innovation were used? (Attach additional sheet if needed and include at least one (1) photo)

Big pots with pretty flowers around the house. Even one at the street where old tree was taken down. They always have something growing and blooming.

Continuing Improvements:

Have the improvements been completed within the last three (3) months? If not, explain.

Some have. They are always adding new beautiful plants. New mulch around house and clean sidewalks.

Obstacles Overcome:

What obstacles, if any, were overcome in making improvements and developing the overall look?

The house was terrible before. Now these owners take good care of the house and yard. Always mow the grass and plant pretty flowers. They even pick up trash that comes to the yard and in the streets. And they kill weeds in the street that are growing.

Nominations/Applications are to be considered by the Town of Selma Appearance Commission in February, May, August, and November. Please return the complete nomination/application to the Town Clerk (town-clerk@selma-nc.com) at Town Hall located at 212 N. Raiford Street upon completion.