

**Charlotte-Mecklenburg  
HISTORIC LANDMARKS COMMISSION  
September 8, 2025  
Hybrid Meeting  
Charlotte-Mecklenburg Government Center, Room 266  
6:00 p.m. – 7:27 p.m.**

**Minutes**

**Present**

Christina Benton/City  
Brian Clarke/County/HLC Vice Chair  
Andrew Dunn/County/HLC Secretary  
Andra Eaves/County  
Victoria Grey/County/HLC Treasurer/Property Oversight and Engagement Chair  
John Kincheloe/City  
Emily Makas/Mayor  
Charlie Miller/City  
Melanie Reddrick/City/HLC Chair  
Jason Tapp/County  
John Howard, HL Historic Preservation Manager  
Tommy Warlick, HL Historic Preservation Specialist  
Elizabeth Stuart, HL Senior Administrative Support Assistant

**Absent**

Lesley Carroll/County

**Note:** This meeting was held virtually through the Microsoft Teams video conferencing platform and in person at the Charlotte-Mecklenburg Government Center.

**1. Adoption of the Consent Agenda**

**a. Approval of August HLC Minutes**

Commissioner Dunn presented a motion seconded by Commissioner Eaves that the Historic Landmarks Commission approve the consent agenda as presented for the approval of the Historic Landmarks Commission's August 11 meeting minutes. The Commission unanimously approved the motion.

**2. Chair's Report: Melanie Reddrick**

Chair Reddrick welcomed Commissioner Jason Tapp to his first meeting. The Commissioners introduced themselves.

Chair Reddrick stated that Commissioner Ashford's vacancy has not yet been filled.

Chair Reddrick stated that Commissioner Benton will chair the Survey Committee and that Commissioner Grey will chair the Property Oversight and Engagement Committee for this fiscal year. She stated that staff is in the process of scheduling meetings.

Chair Reddrick noted that the centennial celebration of Huntersville Rosenwald School #2 is on September 20. She asked for those interested in volunteering to contact Historic Preservation Specialist Warlick.

### **3. Public Comment Period**

No one signed up to speak.

### **4. Quasi-Judicial Hearings**

#### **a. Victor Shaw House, 2400 Mecklenburg Avenue, Charlotte**

Owner/Applicant: Sean Green Architecture

Subject Property: Victor Shaw House (Adjacent residential infill)

Address: 2400 Mecklenburg Avenue, Charlotte (2338 Mecklenburg Avenue, Charlotte)

PIN: 09505557 (09505556)

The Commissioners affirmed that they do not have any known conflicts of interest which would prevent their participation in this hearing, and that they have not engaged in any ex parte communication which would prevent their participation in this hearing.

The following persons were sworn in to give testimony at the hearing: John Howard, Darryl Taylor, Sean Green, Ben Collins

Staff presented the findings of fact.

#### **Staff Report and Comments**

Victor Shaw House

2400 Mecklenburg Avenue (2338 Mecklenburg Avenue)

Charlotte, NC 28205

Application for COA HLC505

### **Landmark Description**

Victor Shaw was the Mayor of Charlotte from 1949 to 1953 and led several significant municipal projects. The house, c. 1928, is a two-story Colonial Revival style. The house and approximately 2.588 acres were designated in 2004. An application to subdivide the parcel and de-designate the rear portion of the property was approved in 2021, resulting in two adjacent lots to the Shaw House along Mecklenburg Avenue as designated parcels.

### **Project Description**

The proposal is a new 3,384 SF. single-family house as part of the Victor Shaw House preservation project. The Tudor style house preserves the property's view corridors from the street.

### **Exhibits presented to and considered by the Commission:**

**Exhibit A** – Context Map

**Exhibit B** – Existing Conditions

**Exhibit C** – Proposed Plans

### **Staff Comments**

The HLC has acknowledged the need to alter or add to a historic property to meet continuing or new uses while retaining the property's historic character under the *Secretary of the Interior's Standards for Rehabilitation*.

Based upon the information presented in the application, staff offers the following applicable findings of fact with staff comments italicized:

#### Secretary of the Interior's Standards for Rehabilitation

Rehabilitation is defined as the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment. ***The new infill is residential. No changes to the historic house.***
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided. ***The new house is set within the prescribed setbacks per the 'no build zone' as shown on the site plan. The size, scale, and massing of the new house does not negatively impact the historic house.***
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken. ***Not applicable***
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved. ***Not applicable.***
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved. ***Not applicable.***

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence. **Not applicable.**

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible. **Not applicable.**

8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken. **Not applicable.**

9. New additions, alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment. **The Tudor style house is compatible with the Colonial Revival style Shaw house in its size (square footage), scale (height-approx. 1'-2" shorter, and width), and massing (exterior forms and proportions). The architectural styles are often found adjacent or near one another in the oldest historic neighborhoods in Charlotte.**

10. Alterations, new additions, and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired. **The adjacent new construction is on a separate parcel from the historic house and major changes will be reviewed by the HLC.**

### **Staff Recommendation**

Staff recommends approval of the application.

### **Commissioners' Questions for Staff**

There were no questions.

### **Applicant Comments**

Sean Green, architect, thanked the Commission for considering this application.

Darryl Taylor, owner of the Shaw House, stated his interest in learning specific details of the plan.

### **Commissioners' Questions for Applicant**

Commissioner Dunn asked Green if he were the architect on the 2022 build on the opposite side of the Shaw House. Green stated that he was and that he worked on the partial demolition of the

Shaw House. Commissioner Dunn asked Green if measures are being taken to protect the historic property during construction. Green stated that measures are being taken to ensure the property is preserved.

Ben Collins, builder of the infill house, stated that this house will be almost parallel with the Shaw House to preserve the Shaw House's view from the Mecklenburg Avenue and Matheson Avenue intersection.

Commissioner Dunn asked Darryl Taylor if he felt he had ample opportunity to ask questions. Taylor expressed concern about having an additional house on the lot.

### **Applicant Response**

There was no additional response from the applicant.

### **Public Comments**

There were no public comments in support of or opposition to this application.

### **Commissioners' Comments**

There were no further comments from Commissioners.

Commissioner Eaves presented a motion that the Historic Landmarks Commission approve the proposed findings of fact as presented by Historic Landmarks staff. Commissioner Makas seconded the motion.

Once made, there was no more discussion of the motion.

The Commission unanimously approved the motion.

Commissioner Dunn thanked Historic Preservation Manager Howard for his thorough presentation of this application. He thanked the visitors for attending to describe the project to the Commission. He stated that he understood the concerns that the Shaw House owner raised regarding privacy and noted that those issues are not in the purview of the Commission. He stated that he does not see any damage to the historical nature of the property based on the testimony and review of the materials and noted that he is in favor of this project.

Commissioner Makas agreed with Commissioner Dunn.

Commissioner Dunn presented a motion that the Historic Landmarks Commission approve the application for a Certificate of Appropriateness (COA) for the Victor Shaw House, 2400 Mecklenburg Avenue, Charlotte, N.C. Commissioner Grey seconded the motion.

Once made, there was no more discussion of the motion.

The Commission approved the motion with Vice Chair Clarke abstaining from the vote.

**b. Mallonee-Jones House, 400 E. Kingston Avenue, Charlotte**

Owner/Applicant: Jeanna Holmes, Charlotte In-Vironments

Subject Property: Mallonee-Jones House

Address: 400 E. Kingston Avenue, Charlotte

PIN: 12308301

The Commissioners affirmed that they do not have any known conflicts of interest which would prevent their participation in this hearing, and that they have not engaged in any ex parte communication which would prevent their participation in this hearing.

The following persons were sworn in to give testimony at the hearing: Jeanna DeVaney Holmes, Claire McManus, John Howard

Staff presented the findings of fact.

**Staff Report and Comments**

Mallonee-Jones House  
400 E. Kingston Avenue  
Charlotte, NC 28203  
Application for COA HLC507

**Landmark Description**

The Mallonee-Jones House, ca 1926, was constructed by Charlotte builder Julius Morris Mallonee. The house was designed by C.C. Hook, the first licensed architect to live continuously in Charlotte. Most of Hook's early commissions were homes in the Dilworth neighborhood. Mallonee himself was called the "pioneer builder of Charlotte, buying lots and building homes and selling them outright." The house is a two-story Queen Anne style with iconic exterior and interior details in the woodwork. *HLC SR 1/2/19*

**Project Description**

Proposed interior changes include kitchen renovation and expansion to incorporate the existing rear covered porch and new second floor bathroom. Exterior changes include new windows to the front sunroom and enclosing the rear lattice porch with wood siding, windows, and door for the kitchen expansion.

**Exhibits presented to and considered by the Commission:**

**Exhibit A** – Context Map

**Exhibit B** – Existing Conditions

## Exhibit C – Proposed Plans

### Staff Comments

The HLC has acknowledged the need to alter or add to a historic property to meet continuing or new uses while retaining the property's historic character under the *Secretary of the Interior's Standards for Rehabilitation*.

Based upon the information presented in the application, staff offers the following applicable findings of fact with staff comments italicized:

#### Secretary of the Interior's Standards for Rehabilitation

Rehabilitation is defined as the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment. ***The extant building will remain a single-family house.***
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided. ***The proposed project does not negatively impact the historic character of the house. The window replacement is consistent with the historic window details, material, and proportions. The new wood siding on the rear porch matches existing historic siding and includes a new door and horizontal window. Interior improvements are minor and do not affect historic features.***
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken. ***Extant house will remain with appropriate, minor changes.***
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved. ***The rear porch enclosed with lattice is inconsistent with the character of the home.***
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved. ***Significant, original interior and exterior Queen Anne details will remain.***
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

**Deteriorated windows would be replaced with new windows to match original in appearance and detail.**

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible. **Not applicable.**

8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken. **Not applicable.**

9. New additions, alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment. **The interior and exterior alterations proposed do not destroy the historic materials that characterize the property.**

10. Alterations, new additions, and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired. **Not applicable.**

### **Staff Recommendation**

Staff recommends approval of the application.

### **Commissioners' Questions for Staff**

Commissioner Makas asked if the interior was designated. Howard stated both interior and exterior are designated.

Commissioner Dunn asked if staff is comfortable with the nature of the new windows being consistent with the historic home. Howard stated that staff thinks the front windows were likely replaced in the 1980s. He stated that staff is comfortable with the proposal.

Commissioner Dunn asked about staff's thoughts on the interior changes. Howard stated the main historic features, including fireplaces, staircases, and molding, are protected in this project.

Vice Chair Clarke noted the options provided in the plans for the front facing sunroom windows. He asked if staff had a preference. Howard stated that either option is acceptable.

### **Applicant Comments**

Jeanna DeVaney Holmes with Charlotte In-Vironments stated that she has been working with the Charlotte Historic District Commission to research the sunroom. She stated that since Sanborn maps show that the sunroom was added a long time ago, she feels it is now considered a historic part of the house and explained that the Historic District Commission is agreeable to heating and



cooling the space. She stated that either option for the front facing sunroom windows is acceptable.

Claire McManus, property owner, explained that some changes to the house have not been historically accurate. She stated that she would like to bring the house back to its original condition as much as possible.

### **Commissioners' Questions for Applicant**

There were no questions.

### **Applicant Response**

There was no response.

### **Public Comments**

There were no public comments in support of or opposition to this application.

### **Commissioners' Comments**

There were no further comments from Commissioners.

Vice Chair Clarke presented a motion that the Historic Landmarks Commission approve the proposed findings of fact as presented by Historic Landmarks staff. Commissioner Grey seconded the motion.

Once made, there was no more discussion of the motion.

The Commission unanimously approved the motion.

Commissioner Dunn presented a motion that the Historic Landmarks Commission approve the application for a Certificate of Appropriateness (COA) for the Mallonee-Jones House, 400 E. Kingston Avenue, Charlotte, N.C., with the understanding that either window option presented in the application is acceptable. Commissioner Benton seconded the motion.

Once made, there was no more discussion of the motion.

The Commission unanimously approved the motion.

## **5. Consideration of Draft Changes to HLC's Rules of Procedure**

Chair Reddrick reminded the Commission that this draft was presented at the last meeting. She explained that the full Commission has started to discuss issues that the Executive Committee and Projects Committee have typically discussed. She explained that this redundancy is not needed.

Vice Chair Clarke explained that the original draft of the Rules of Procedure included the Committees that existed at that time. He stated that things evolve and become surplus.

Commissioner Benton presented a motion seconded by Commissioner Eaves that the Historic Landmarks Commission adopt the proposed changes to remove the Projects Committee and Executive Committee from the Rules of Procedure. The Commission unanimously approved the motion.

## **6. Projects Updates**

### **a. Kelly M. and Margaret G. A. Alexander House, 2128 Senior Drive, Charlotte**

Howard stated that Kelly Alexander was a prominent NAACP leader and civil rights leader. He reminded the Commissioners that they voted to purchase the house for \$350,000 from the revolving fund. He stated that staff is working with a broker and an attorney on the acquisition process. He stated that the house report has been received and includes minor issues, including leaking from the roof and other interior issues. He stated that staff continues to work on the designation of the property and the placing of covenants on both the interior and exterior.

Chair Reddick asked if funding for repairs would come out of the revolving fund before placing the house on the market. Vice Chair Clarke explained that it would vary based on the significance of the repairs.

### **b. Edgewood Farm, 11124 Eastfield Road, Huntersville**

Howard stated that Director Gray is working on this acquisition.

### **c. Stafford Cabin, Plaza Road Extension, Charlotte**

Howard stated that Spotted Dog Timber Frames will be retained to disassemble the cabin and relocate it to Latta Place. He explained that Park and Recreation will work with the company on the move. He stated that the new site is protected by Catawba Lands Conservancy.

## **7. Community Outreach Updates**

### **a. Upcoming Outreach Events: Tommy Warlick**

Historic Preservation Specialist Warlick stated that the centennial celebration of Huntersville Rosenwald School #2 will happen on September 20. He stated that this event will have many parts to it, including the unveiling of a historical marker that the Town of Huntersville and Commission funded. He stated that many attendees are expected and put out a call for volunteers. He stated that this has been a great opportunity for the department and Commission to work with the Pottstown community.

Warlick stated that the headstone cleaning event at Historic Matthews Cemetery will be on October 4. He stated that a docent from the Matthews Heritage Museum will give a tour of the cemetery after the cleaning.

**Note:** Commissioner Benton left the meeting at 7:08 p.m.

**b. A History of Bryant Park Event: October 25**

Howard stated that Park and Recreation is having a tour of Bryant Park on October 25. He stated that Brandon Lunsford, historian, will lead the tour.

**8. Revolving Fund Financial Report: John Howard**

Howard stated that the revolving fund balance stands at 4.2 million. He stated that this balance would decrease as projects begin at Edgewood Farm and Sloan House.

**9. Historic Landmarks Staff Report**

**a. Recent Designations: Ziglar-Bowers House and Dr. Charles W. and Vivian L. Williams House**

Warlick stated that these properties were designated as historic landmarks on August 25. He stated that the Commission now has 381 designated properties throughout Mecklenburg County. He stated that he is currently working on the designation process for the Alexander House, Davidson Baptist Church, and Fire Station #8.

**b. Staff Support for National Trust “Preserving Black Churches” Grant Application for McClintock Presbyterian Church**

Warlick stated that the congregation contacted staff a few months ago, expressing interest in landmark designation. He explained that this is the first Black Presbyterian Church established in Mecklenburg County after the Civil War and one of the first congregations in the Catawba Presbytery. He stated that the church needs grant money to complete work on the sanctuary. He stated that the National Trust has offered a Preserving Black Churches grant of up to \$500,000 with a deadline of September 12. He stated that the church is interested. He stated that Jack Thomson, Western Regional Director for Preservation North Carolina, has been working with the congregation on this grant and noted that staff has provided research assistance. He explained that this is a good example of expanding beyond designations and reaching out into the community in other ways.

**c. MeckRoots Fall Events**

Howard reviewed the upcoming events and explained that this is an effort by Brandon Lunsford with Park and Recreation to have more community discussions.

**d. Carolina Theatre Tour**

Howard stated that he will let the Commission know when this tour is scheduled.

## **10. Old Business**

Commissioner Dunn asked if there is any update on the statewide significance of the Hezekiah Alexander House. Warlick stated that staff should receive a response from the State Historic Preservation Office later this month.

Vice Chair Clarke stated that there is a documentary series on PBS called *Fork & Hammer* that will follow Jeff Tonidandel and Jamie Brown, who relocated the Leeper and Wyatt Store. He stated that the series will premiere at the Carolina Theatre on October 7.

Chair Reddrick asked about the status of the Commission's Strategic Business Plan. Commissioner Dunn stated that there is no update. He stated that it will focus on uses for the revolving fund and criteria for purchasing properties. Chair Reddrick asked about the Commission's mission statement. Commissioner Dunn stated that he is working on it. Chair Reddrick asked for this item to be placed on the October agenda.

Vice Chair Clarke stated that the William Grier House is still standing. He reminded the Commission that he mentioned a potential salvage opportunity for items in the house at a previous meeting. He explained that there is no longer an opportunity to salvage items. He also noted that the Cooper Log House is listed for sale and is not in good condition.

## **11. New Business**

Chair Reddrick noted the recent media coverage of the Excelsior Club. Howard explained that the interested parties appeared before the Mecklenburg Board of County Commissioners last Thursday to ask for \$1.5 million to assist in the reconsideration of the property. He stated that the parties appeared before Charlotte City Council and received approval for \$1.5 million. He stated that this item will likely be considered by the Commission in November.

Commissioner Dunn presented a motion seconded by Vice Chair Clarke that the Historic Landmarks Commission meeting adjourn. The Commission unanimously approved the motion.

**The meeting adjourned at 7:27 p.m.**