



North Carolina Department of Natural and Cultural Resources
State Historic Preservation Office

Ramona M. Bartos, Administrator

Governor Josh Stein
Secretary Pamela Brewington Cashwell

Office of Archives and History
Deputy Secretary Darin J. Waters, Ph.D.

April 27, 2026

Sam M. Hayes
Community Development Dept., Planning Division
City of Hendersonville
160 6th Avenue E
Hendersonville, NC 28792
shayes@hvlnc.gov **VIA EMAIL**

Re: HPO advice for addition of new windows on side elevation at 314 North Main St., Hendersonville. NC

Dear Mr. Hayes:

Thank you for your recent submittal of the Hendersonville Historic Preservation Commission's request for our advice under NC GS 160D-947(d), regarding the addition of new windows into the side wall of the above identified brick building. Advice provided by the HPO is non-binding and should not be considered an official ruling by our office or a determination regarding how the commission should decide a COA case.

Pursuant to the statute, Restoration Specialist Jennifer Cathey reviewed the COA and offers the following technical advice:

"It is our staff evaluation that Standard One and Standard Nine of the *Secretary of the Interior's Standards for Rehabilitation* are particularly relevant to the inquiry. Standard One states that a property will be used as it was historically or be given a new use that requires minimal change to *distinctive* materials, features, spaces, and spatial relationship. Standard Nine relates to exterior alterations, stating that they must not destroy historic materials that characterize the property, and that new work shall be differentiated from the old and compatible with historic materials in size, scale, proportion, and massing.

We believe that proposed retrofit of window openings in the side elevation meets the *Standards*, as the alteration supports compatible residential use of the upper floor of the building, and the change does not alter or diminish primary character defining features of the building. Though some original masonry will indeed be lost to the new window openings, more distinctive and character-defining features (such as extant front elevation masonry) will not be altered or lost. In conformance with Standard Nine, the proposed new windows appear to be generally compatible with the character of the building and are differentiated in appearance from windows on the building front.

A more in-depth publication on the *Standards* -- [*The Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings \(2017 edition\)*](#) -- contains useful and very specific guidance on the subject. Under the heading of

“Recommendations for Windows” (page 109), it states that “adding new window openings on a rear or other secondary less-visible elevations, if required by a new use” is a recommended treatment, and that “new openings and the windows in them should be compatible with the overall design of the building but, in most cases, not duplicate the historic fenestration.”

We appreciate the opportunity to provide this technical advice in service to the Commission under NC GS 160D-947(d).

Please do not hesitate to contact Ms. Cathey should you or the commission have additional questions.

Sincerely,

A handwritten signature in cursive script, appearing to read "Ramona M. Bartos".

Ramona M. Bartos, Deputy
State Historic Preservation Officer

CC: Kristi Brantley, CLG Coordinator (HPO)
Jennifer Cathey, Restoration Branch (HPO)