



**Certificate of Appropriateness – Major Work**

Date Received: \_\_\_\_\_ Fee Paid: \_\_\_\_\_ Case No.: HD-\_\_\_\_-\_\_\_\_

**Project Information:**

Street Address: 350 NW Broad St

PIN: \_\_\_\_\_ Parcel ID: 20020461

Site Size: 6800 sq ft Zoning: CB

**Applicant:**

Name(s): Jason Harpster

Email: jason@centralsecuritync.com Phone: 9106906840

Mailing Address: 370 NW Broad St, Southern Pines, NC 28387

**Authorized Agent, if different from Applicant:**

Name(s): \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

**Legal Property Owner(s), if different from Applicant:**

Name(s): Dick Harpster

Email: dick@centralsecuritync.com Phone: 9106901456

Mailing Address: 370 NW Broad St, Southern Pines, NC 28387

**TO THE TOWN OF SOUTHERN PINES HISTORIC DISTRICT COMMISSION:**

I submit this application for a Certificate of Appropriateness – Major Work to make the following change(s) which may alter the exterior appearance of property within the Town of Southern Pines Historic District:

See Attached

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Date: 1/5/2026

Jason Hays  
Applicant

**Note: The attached Appointment of Agent form must be submitted if the Applicant is not the property owner.**

PLANNING DEPARTMENT  
TOWN OF SOUTHERN PINES  
801 SE Service Road, Southern Pines, NC 28387  
[plan@southernpines.net](mailto:plan@southernpines.net) (910) 692-4003 [www.southernpines.net](http://www.southernpines.net)

APPOINTMENT OF AGENT

The undersigned owner(s), Dick Harpster, hereby appoint(s) Jason Harpster as the exclusive agent for the purpose of making an application to the Town of Southern Pines for a **Certificate of Appropriateness – Major Work** on the property described in the attached application. The owner(s) hereby agrees that this agent has the authority to act for and on behalf of the owner(s) as follows:

1. to submit an application and required supplemental materials;
2. to appear at public meetings and give representation and comments on behalf of the owner(s);
3. to accept conditions or recommendations made by the Town of Southern Pines Historic District Commission for the issuance of a **Certificate of Appropriateness – Major Work** on the subject property; and
4. to act on behalf of the owner(s) without limitations with regard to any and all things directly or indirectly connected with or arising out of any application for a **Certificate of Appropriateness – Major Work** under the Southern Pines Unified Development Ordinance.

This Appointment of Agent shall remain in effect until final resolution of the attached application.

Signed this 5 day of January, 2026.

  
Signature of Property Owner

Dick Harpster  
Please Print Name

## **Narrative — Certificate of Appropriateness (Major Work) Southern Pines Botanical Conservatory**

### **Project Overview**

The proposed project is the construction of a 20' x 48' greenhouse (Southern Pines Botanical Conservatory) to replace the existing 10' x 15' greenhouse currently on site. The new structure will be located in the same general area, along the shared property boundary between Central Security Systems and 310 NW Broad Street, in the existing mulched landscape bed. The existing greenhouse will be removed.

The greenhouse is designed for botanical conservation, educational programming, and plant propagation, and will not alter the historic character of existing primary buildings on the parcel.

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### **§2.28.10(A) – Visibility and Considerations**

The greenhouse is a secondary structure. Only the **rear elevation** (facing NW Broad Street) is partially visible from the public right-of-way.

A screening plan using pencil hollies has been provided to soften the visual impact and obscure mechanical components such as fans.

Interior use is educational horticulture and is not visible from the public right-of-way.

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### **§2.28.10(B) – Congruity Factors**

#### **1. Height**

The greenhouse is approximately **21 feet tall and 20 feet wide**, which complies with UDO standards favoring buildings taller than wide.

Its roof height visually transitions between the existing Central Security Systems building, adjacent two-story garage and the former train depot across the street, maintaining appropriate neighborhood rhythm and roofline variation.

#### **2. Setback and Placement**

The structure is proposed along the existing landscaped edge where the current greenhouse sits.

Because it is constructed of **non-combustible steel and polycarbonate**, a variance is requested to allow placement at the property line. If a 2-foot setback is enforced, the paved parking lot will be reduced to maintain compliance. Placement remains congruous with existing site conditions and historical setbacks.

#### **3. Exterior Materials**

Primary materials include:

- Triple-wall polycarbonate glazing
- Gatorshield® galvanized steel frame
- Concrete foundation footers with gravel floor

These materials replicate the form and function of traditional Victorian greenhouses while using safer, energy-efficient modern alternatives. Polycarbonate provides necessary insulation and reduces heating costs compared to glass.

#### **4. Architectural Detailing**

The selected model, **Grand A-Frame Teaching Greenhouse (20' x 48')**, includes:

- ADA-compliant entry
- Ventilation shutters and exhaust fans
- Heating and environmental controls
- Shade cloth system
- Irrigation benches and interior walkway systems

The configuration mirrors historical conservatory proportions while adhering to modern safety standards.

## 5–7. Roof, Fenestration, and Form

The greenhouse features:

- A traditional **gable roof**
- Evenly spaced framed glazing bays
- Symmetrically arranged ventilation elements

These match nearby agricultural and historic utility structures in proportion and rhythm.

## 8. Appurtenant Fixtures

Visible fixtures include:

- Two screened exhaust fans (rear elevation)
- Air intake shutters (front elevation)
- Roof shade cloth system

A generator will be located discreetly behind the two-story garage and a separate water meter/backflow preventer will be installed per code. A well may be added for irrigation redundancy.

## 9–10. Structural Integrity and Scale

The structure is engineered system-built, with reinforced trusses and rated components. Its modest footprint and ridge height maintain appropriate scale relative to surrounding buildings.

## 11. Secretary of the Interior Guidelines

The project:

- Adds a compatible accessory structure
- Does not alter historic primary buildings
- Uses materials that are distinguishable as modern yet visually harmonious

This aligns with the Guidelines' direction on new construction in historic settings.

## §2.28.10(C) Findings

### 1. Compatibility

The greenhouse preserves and complements the historic context through compatible roof form, height, rhythm, and siting.

### 2. No Damage to Historic Features

No defining historic structures or features are altered or removed. The project replaces a non-historic accessory greenhouse with a higher-quality version.

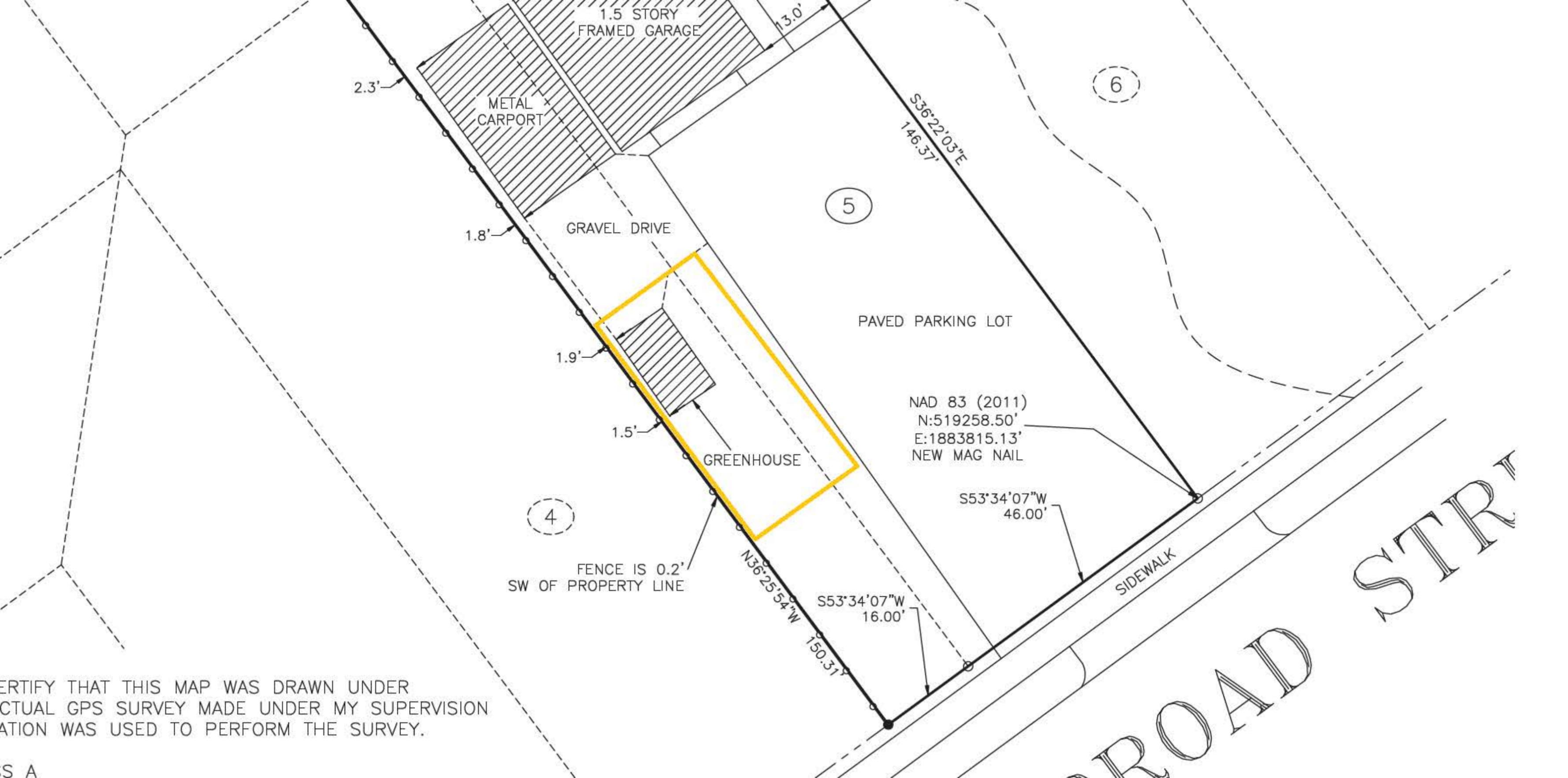
### 3. Consistency With Guidelines

The design respects historic massing, uses appropriate landscape screening, and places modern structures in historically secondary areas of the lot.

## Conclusion

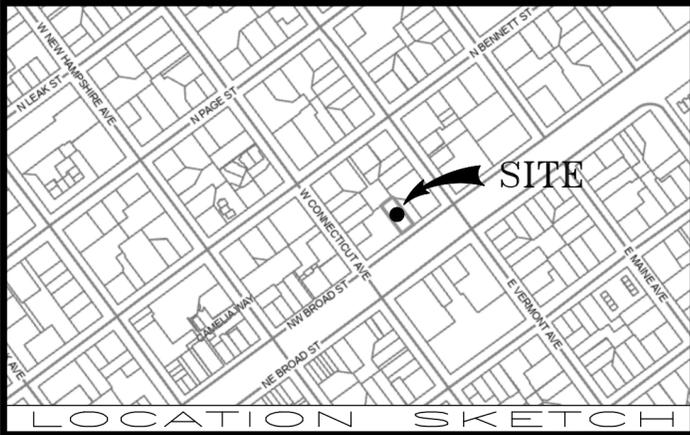
The Southern Pines Botanical Conservatory enhances educational and cultural value while maintaining congruity with the Historic District.

It honors historic forms, minimizes visual intrusion, and aligns with preservation standards while improving function, safety, and environmental performance.



CERTIFY THAT THIS MAP WAS DRAWN UNDER  
 ACTUAL GPS SURVEY MADE UNDER MY SUPERVISION  
 INFORMATION WAS USED TO PERFORM THE SURVEY.

S A



I certify that this map was drawn under my supervision from an actual survey made under my supervision; that the boundaries not surveyed are indicated as drawn from information shown hereon; that the ratio of precision or positional accuracy is 1/10,000+; and that this map meets the requirements of The Standards of Practice for Land Surveying in North Carolina (21 NCAC 56. 1600). Further:

I hereby certify that the premises shown & described hereon, do not lie in a F.E.M.A. designated 100 year flood plain area.

REFERENCE:  
DEED BOOK 2103, PAGE 144  
MOORE COUNTY REGISTRY  
ACREAGE DETERMINED  
BY COORDINATE METHOD.

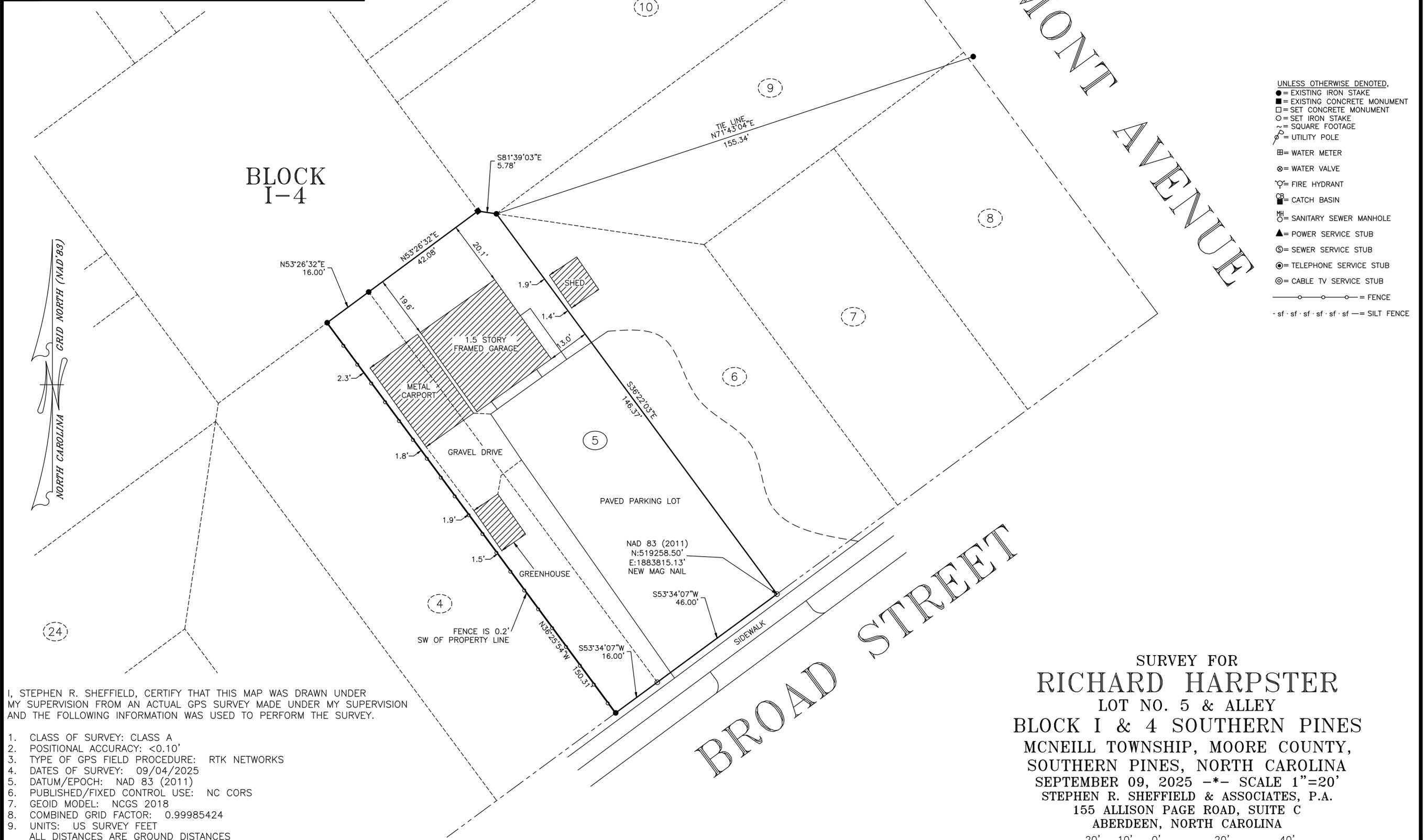
NOT INTENDED TO BE PREPARED  
FOR RECORDATION IN ACCORDANCE  
WITH G. S. 47-30 AS AMENDED.

CORPORATE LICENSE NO. C-1987



S. R. SHEFFIELD, PLS NO. 1365

DATE: SEPTEMBER 9, 2025

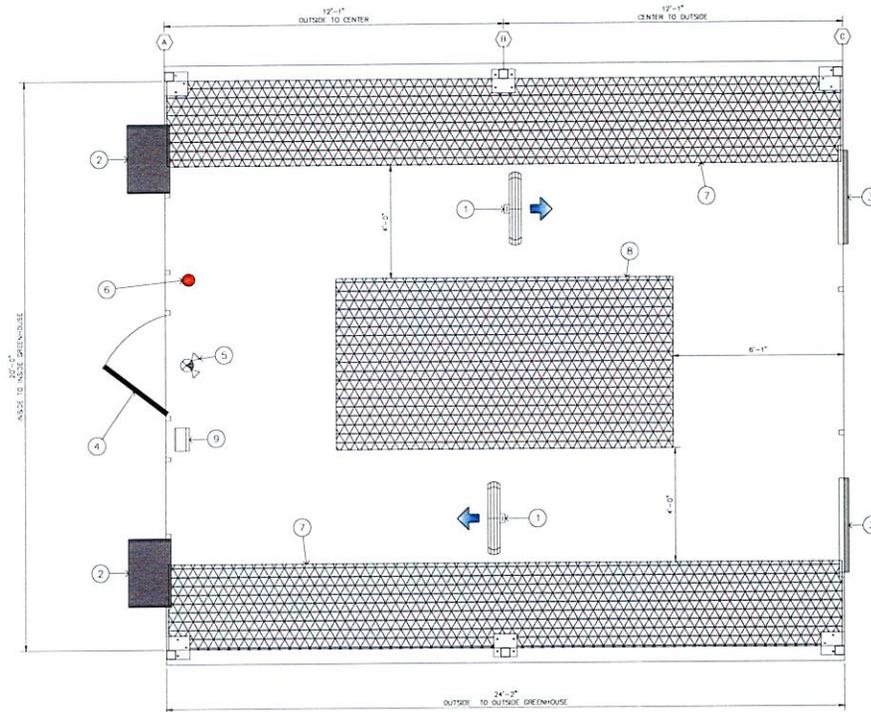


I, STEPHEN R. SHEFFIELD, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL GPS SURVEY MADE UNDER MY SUPERVISION AND THE FOLLOWING INFORMATION WAS USED TO PERFORM THE SURVEY.

1. CLASS OF SURVEY: CLASS A
  2. POSITIONAL ACCURACY: <0.10'
  3. TYPE OF GPS FIELD PROCEDURE: RTK NETWORKS
  4. DATES OF SURVEY: 09/04/2025
  5. DATUM/EPOCH: NAD 83 (2011)
  6. PUBLISHED/FIXED CONTROL USE: NC CORS
  7. GEOID MODEL: NCGS 2018
  8. COMBINED GRID FACTOR: 0.99985424
  9. UNITS: US SURVEY FEET
- ALL DISTANCES ARE GROUND DISTANCES

SURVEY FOR  
**RICHARD HARPSTER**  
LOT NO. 5 & ALLEY  
BLOCK I & 4 SOUTHERN PINES  
MCNEILL TOWNSHIP, MOORE COUNTY,  
SOUTHERN PINES, NORTH CAROLINA  
SEPTEMBER 09, 2025 -\*- SCALE 1"=20'  
STEPHEN R. SHEFFIELD & ASSOCIATES, P.A.  
155 ALLISON PAGE ROAD, SUITE C  
ABERDEEN, NORTH CAROLINA





PROJECT \_\_\_\_\_

PROJECT ADDRESS \_\_\_\_\_

CUSTOMER \_\_\_\_\_

CUSTOMER ADDRESS \_\_\_\_\_

ENGINEER'S SEAL AND SIGNATURE TO DESIGN OF STRUCTURAL COMPONENTS ONLY

**PRELIMINARY NOT FOR CONSTRUCTION**

PROJECT NUMBER \_\_\_\_\_

SHEET TITLE  
**FLOOR PLAN & EQUIPMENT LAYOUT**

DRAWN BY \_\_\_\_\_ DATE \_\_\_\_\_

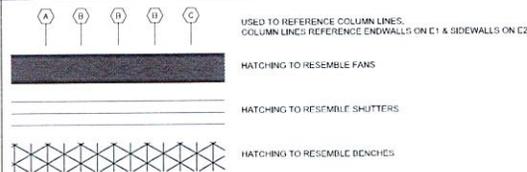
SHEET NUMBER \_\_\_\_\_

**F2**

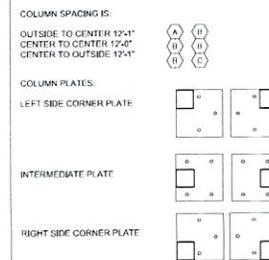
**KEY NOTES:**

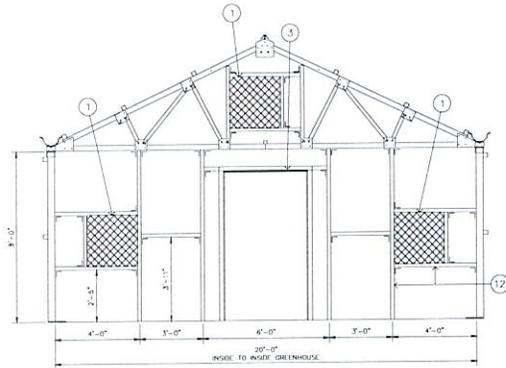
1. 18" HORIZONTAL AIR FLOW FANS
2. 24" BOX WALL FAN
3. 30" MOTORIZED SHUTTER
4. 4' x 7' ADA COMPLIANT DOUBLE SWING DOOR
5. EMERGENCY EXIT SIGN/SIGNALS
6. A-9-C RATED 10LB FT#B# EXTINGUISHER
7. 3' x 24" CONTINUOUS BENCHES (**MAY NEED TO BE FIELD ADJUSTED TO FIT**)
8. 6' x 12" CONTINUOUS BENCH
9. THERMOSTAT CONTROLLER

**LEGEND:**

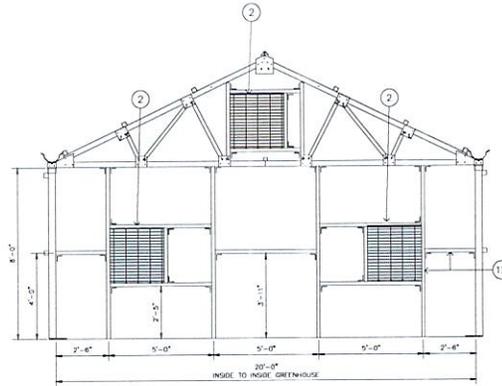


**GENERAL NOTES:**

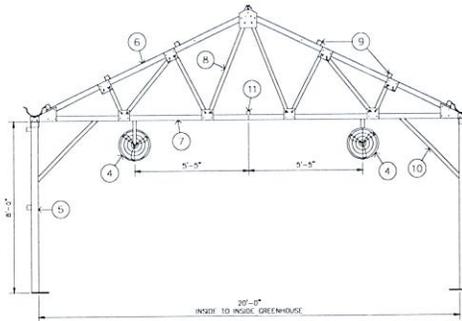




**A FRONT ELEVATION**  
SCALE 3/8"=1'-0"



**C REAR ELEVATION**  
SCALE 3/8"=1'-0"



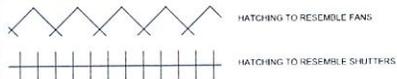
**B INTERMEDIATE ELEVATION**  
SCALE 3/8"=1'-0"

**KEY NOTES:**

1. 24" BOX WALL FAN
2. 30" MOTORISED SHUTTER
3. 4' x 7' ADA COMPLIANT DOUBLE SWING DOOR
4. 18" HORIZONTAL AIR FLOW FAN
5. COLUMN POSTS: 4" x 4" x 14GA.
6. BOWS: 2" x 3" x 14GA.
7. CROSS TRUSS: 2" x 3" x 14GA.
8. TRUSS UPRIGHTS: 2" x 2" x 14GA.
9. ROOF PURLINS: 2 1/2" x 2 1/2" x 14GA. (2 RUNS) & 2 1/2" x 2 1/2" x 14GA. (4 RUNS)
10. GUSSET BRACES: 2" x 2" x 14GA.
11. TRUSS STABILIZER: 2" x 2" x 14GA. (1 RUN @ CENTER)
12. END WALL FRAMING: 2" x 2" x 14GA.

- ROUGH OPENING: 78 1/2" W x 28 1/2" H  
 ROUGH OPENING: 30 1/2" W x 30 1/2" H  
 ROUGH OPENING: 51" W x 85" H

**LEGEND:**



**GENERAL NOTES:**

ENDWALLS REFERENCE COLUMN LINES ON F1 & F2

PROJECT \_\_\_\_\_

PROJECT ADDRESS \_\_\_\_\_

CUSTOMER \_\_\_\_\_

CUSTOMER ADDRESS \_\_\_\_\_

ENGINEER'S SEAL AND SIGNATURE TO DESIGN OF STRUCTURAL COMPONENTS ONLY

**PRELIMINARY NOT FOR CONSTRUCTION**

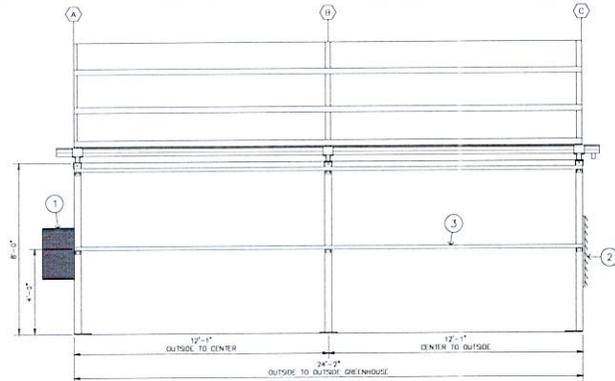
PROJECT NUMBER \_\_\_\_\_

SHEET TITLE  
**ENDWALL ELEVATIONS**

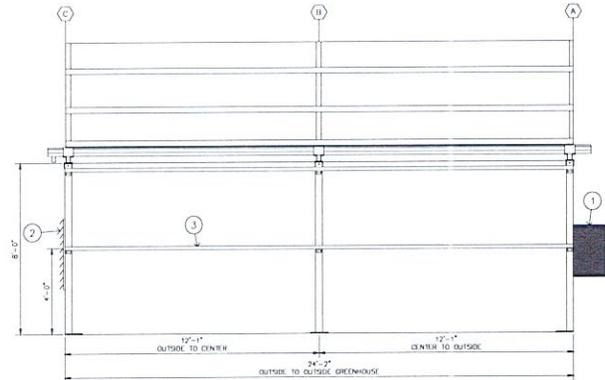
DRAWN BY \_\_\_\_\_ DATE \_\_\_\_\_

SHEET NUMBER

**E1**



SIDE ELEVATION  
SCALE: 3/8" = 1'-0"



SIDE ELEVATION  
SCALE: 3/8" = 1'-0"

PROJECT \_\_\_\_\_  
PROJECT ADDRESS \_\_\_\_\_  
CUSTOMER \_\_\_\_\_  
CUSTOMER ADDRESS \_\_\_\_\_

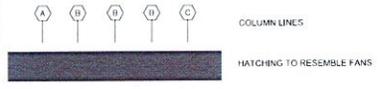
ENGINEER'S SEAL AND SIGNATURE TO DESIGN OF STRUCTURAL COMPONENTS ONLY

**PRELIMINARY NOT FOR CONSTRUCTION**

**KEY NOTES:**

1. 24" BOX WALL FAN
2. 36" MOTORIZED SHUTTER
3. SIDE WALL GIRTS: 2" x 2" x 14GA. (2 RUNS PER SIDE)

**LEGEND:**



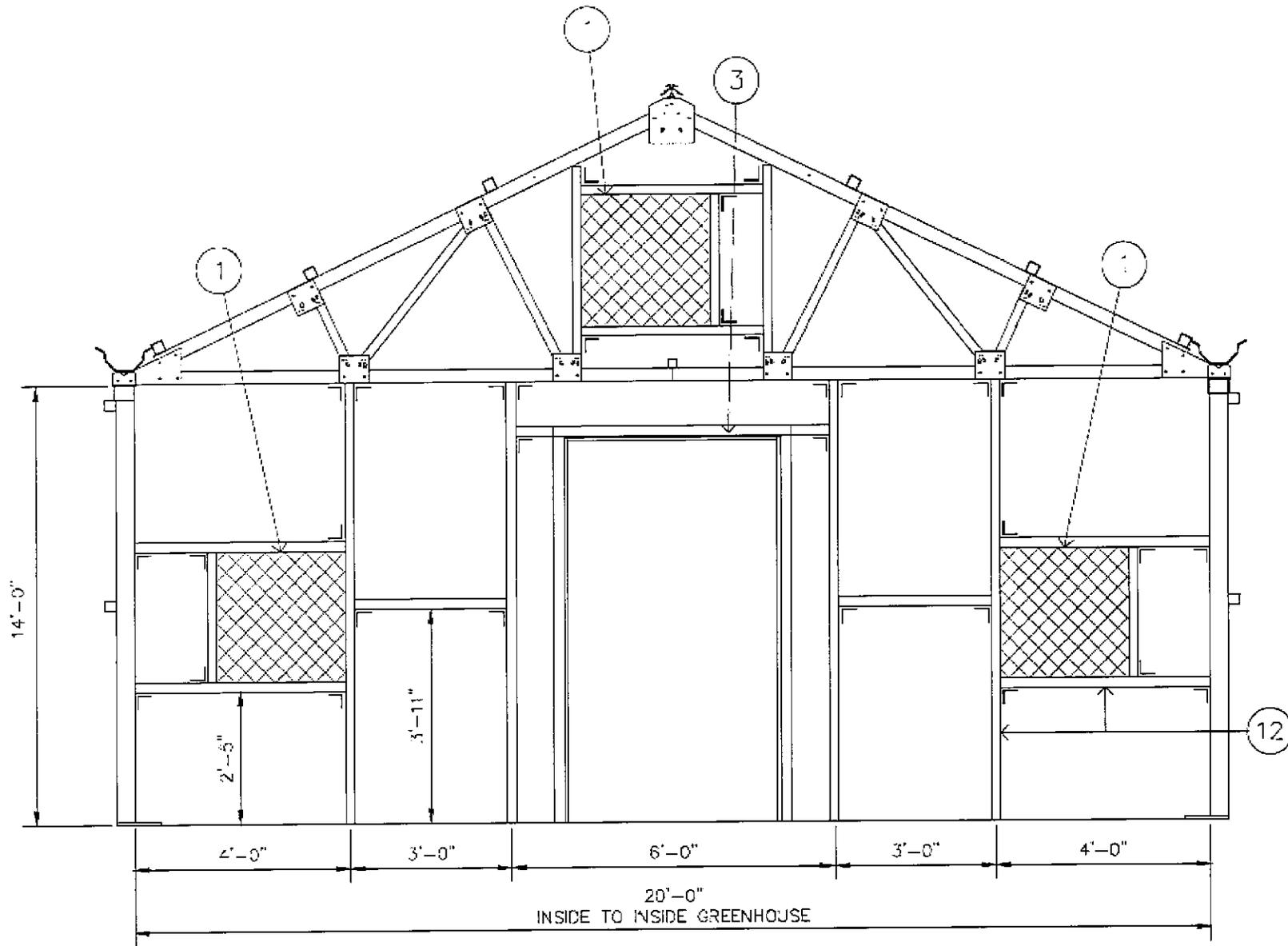
**GENERAL NOTES:**

SIDEWALLS REFERENCE COLUMN LINES ON F1 & ENDWALLS ON E1

PROJECT NUMBER \_\_\_\_\_  
SHEET TITLE  
**SIDEWALL ELEVATION**  
DRAWN BY \_\_\_\_\_ DATE \_\_\_\_\_  
SHEET NUMBER

**E2**

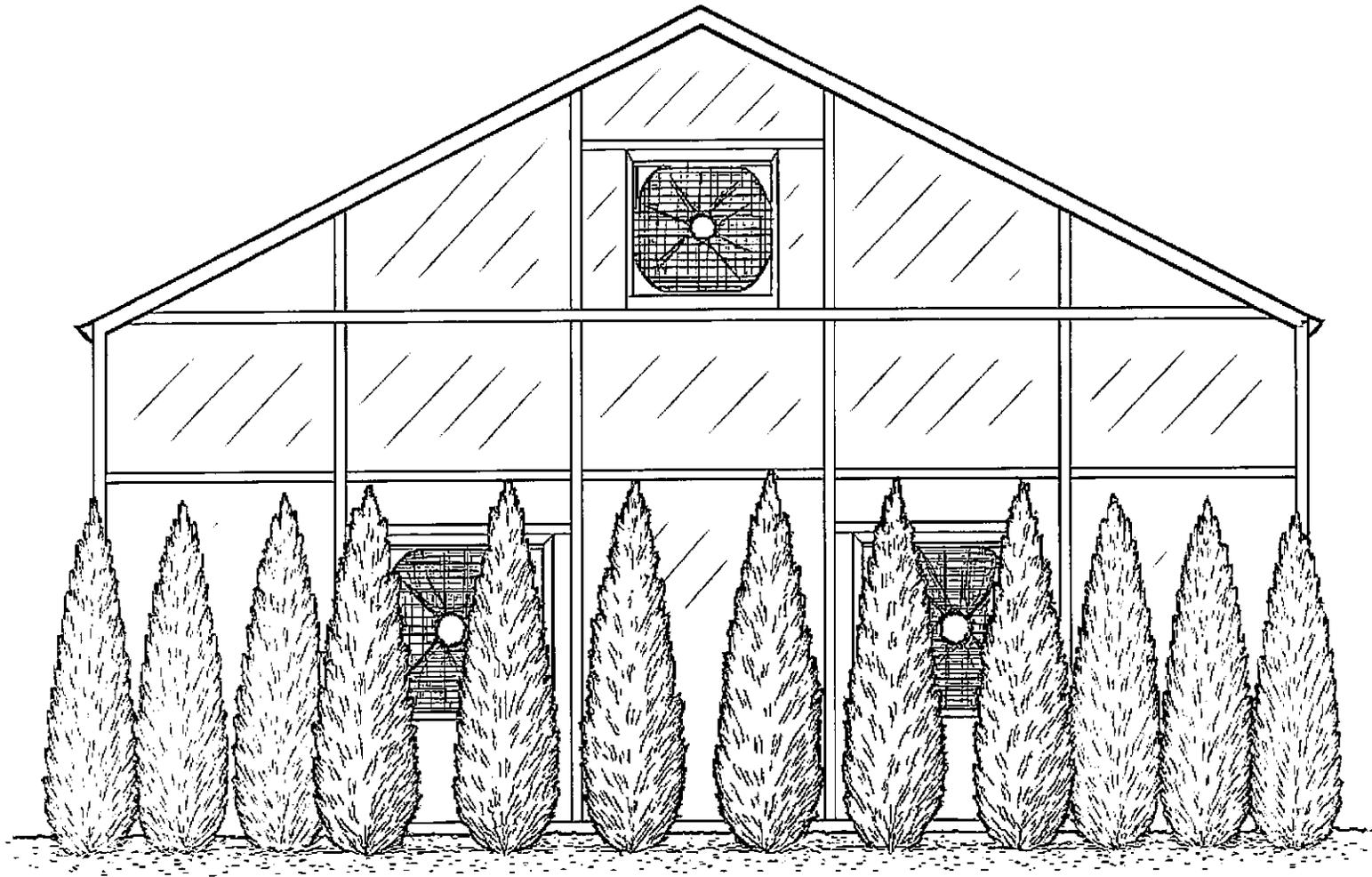


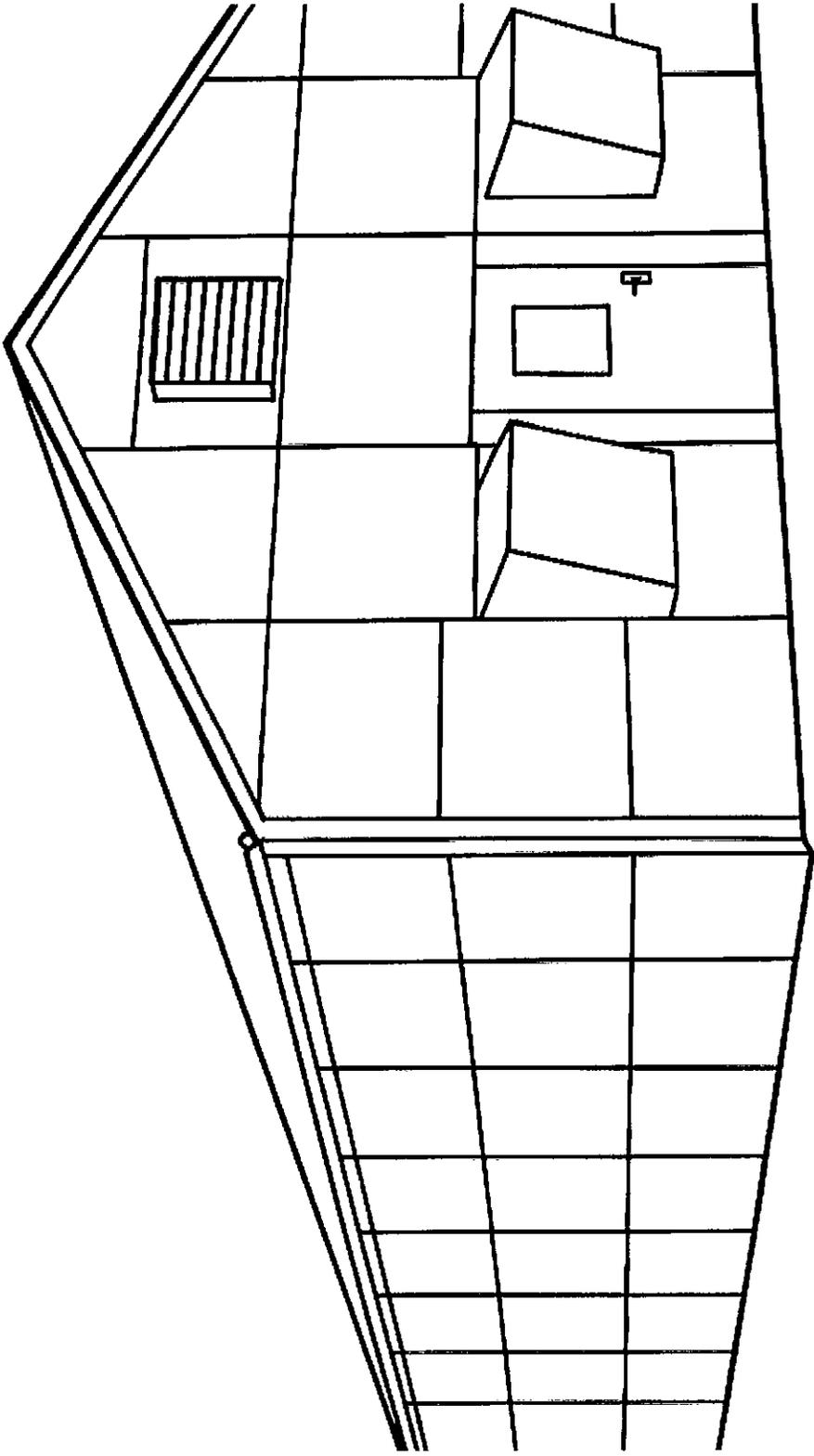


A

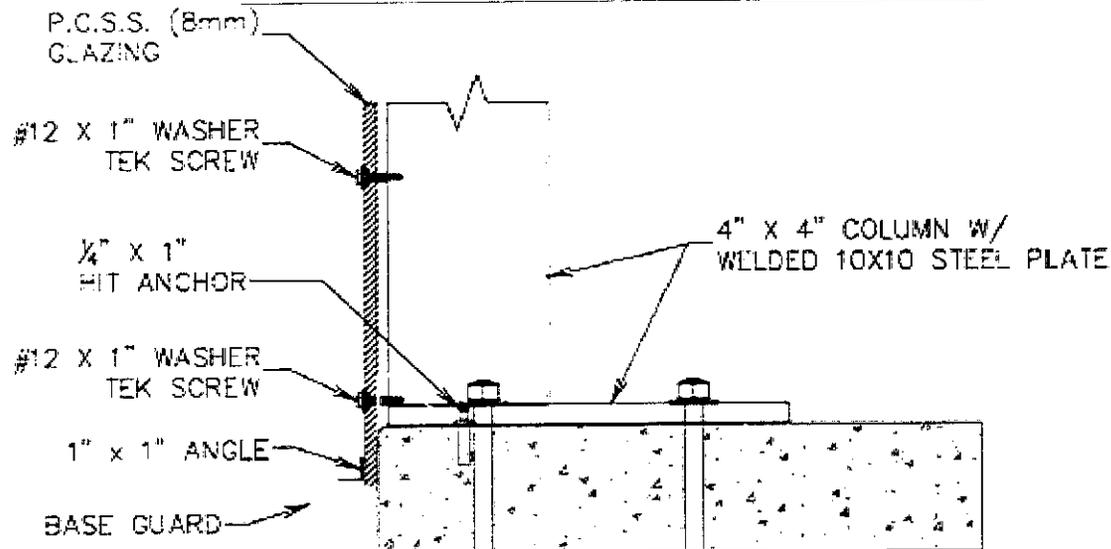
FRONT ELEVATION

SCALE: 3/8"=1'-0"



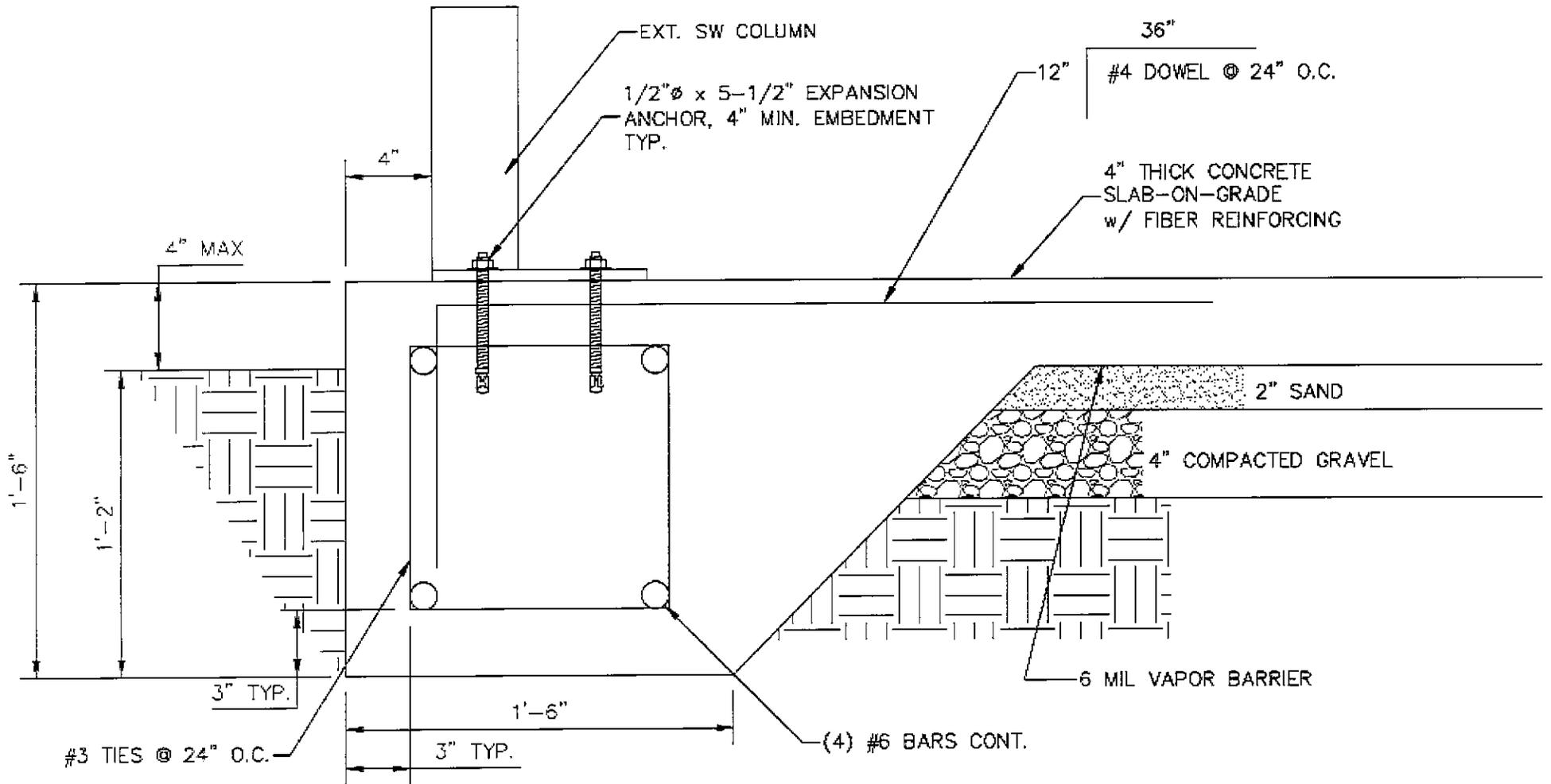


**ONLY USED WITH A CONCRETE SLAB!!!**  
**THIS DETAIL SHOWS BASE PLATES, HOWEVER BASE**  
**PLATES MAY NOT BE SUITABLE FOR YOUR AREA**



## **BASE GUARD**

**PIN BASE GUARD TO GROUND WITH 1/4" x 1" HIT ANCHOR AND KNOTCH AROUND BASE PLATES(IF YOU HAVE THEM)**  
**USE #12 x 1" WASHER TEK SCREW TO ATTACH PCSS TO BASE GUARD AS SHOWN.**  
**BE SURE NOT TO FORGET THE 1" x 1" ANGLE ATTACHING TO THE BASE GUARD!!**



A

SECTION A

SCALE: NTS