



# Historic District Review Board

## Regular Session

October 17, 2006

4:30 P.M.

At approximately 4:30 p.m. in the Town Council Chambers Chairman Russ Dunton called to order the Regular Session of the Historic District Review Board. In addition to Chairman Dunton, present were Jan Neville, Melvin Dudley and Bob Sellers. Dianne Davis was absent. Also present were Town Planner Jason Pruitt, and Town Clerk Joy Pelletier. There were no members of the public present.

Melvin Dudley led the invocation and all recited the Pledge of Allegiance.

**Motion made by Melvin Dudley, seconded by Jan Neville and unanimously approved to accept the agenda format.**

**Motion made by Jan Neville, seconded by Bob Sellers and unanimously approved to accept the minutes of the Regular Session of September 19, 2006 as modified.**

**Motion made by Melvin Dudley, seconded by Bob Sellers and unanimously approved to accept the minutes of the Work Session of September 27, 2006 as presented.**

### Old Applications

A. *705 Monroe Avenue – Allison Morrison – Move existing structure*

Jason Pruitt reported that in April, 2005 the applicant had received a Certificate of Appropriateness to either move or demolish the non-contributing structure. As the approval had expired, Ms. Morrison applied for renewal. She had since discovered the plan would not be feasible; therefore, she would like to donate the structure to a charitable organization that would be willing to move the house outside of Cape Charles. If unable to find a recipient for the dwelling, Ms. Morrison would like to have the home demolished.

**Motion made by Melvin Dudley, seconded by Bob Sellers and unanimously approved to renew the Certificate of Appropriateness for a period of one year granting the demolition or moving of the non-contributing structure.**

In further discussion the Board recommended changing the Certificates of Appropriateness to show the expiration date.

### New Applications

A. *219 Jefferson Avenue – John Polizos – New accessory building*

Mr. Pruitt presented the application specifically noting the siding material would be vinyl which would not match the main structures siding material, but would be of the same color. The structure would not be visible from the street, therefore the vinyl siding, although not the preferred material, would be acceptable.

**Motion made by Melvin Dudley, seconded by Bob Sellers and unanimously approved to accept the application as presented.**

**Other Business**

- A. *Virginia Department of Historic Resources Certified Local Government Program*  
Mr. Pruitt briefly reviewed the discussion of the previous month and reported to the Board his findings in speaking with other communities that were involved with the program. Concerns of the Board included having an architect on the Board, and the restrictions that may eliminate the average resident from serving on the Board.

It was suggested that Leon Parham, a local architect whose specialty was historic restoration and who had previously served on the Board be asked to be the official advisor when needed. Mr. Pruitt noted in speaking with other municipalities, they had the same concerns over restrictions and accreditation workshops for Board members; however, several suggestions had been made to alleviate the problem. He was also informed that being part of this certification helped in receiving TEA-21 grant funds.

Mr. Dudley volunteered to serve on the committee that was pursuing a TEA-21 grant.

**Motion made by Melvin Dudley, seconded by Bob Sellers and unanimously approved to recommend to Town Council that the Historic District Review Board pursue the Virginia Department of Historic Resources Certified Local Government Program.**

- B. *Historic District Review Board By-Laws*  
The Board reviewed the draft of the by-laws presented by Mr. Pruitt. Several changes were suggested. Mr. Pruitt was asked to incorporate the changes and bring the revised draft to the meeting scheduled for November with a possible public hearing to be scheduled in December.

**Announcements**

November 9, 2006, 7:00, Palace Theatre Comprehensive Plan Public Input Meeting to discuss the draft of the future land use map.

**Motion made by Melvin Dudley, seconded by Jan Neville and unanimously approved to adjourn the Regular Session of the Historic District Review Board.**

The meeting was adjourned at approximately 6:00 p.m.

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Chairman

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Town Clerk