



Historic District Review Board

Regular Session

November 21, 2006

4:30 P.M.

At approximately 4:30 p.m. in the ~~Town Council Chambers~~ Chamber of Commerce Conference Room (revised 12-19-06), Chairman Russ Dunton called to order the Regular Session of the Historic District Review Board. In addition to Chairman Dunton present were Bob Sellers, Dianne Davis, and Jan Neville. Melvin Dudley was absent. Also present was Jason Pruitt the Town Planner and several members of the public.

Motion made by Jan Neville, seconded by Dianne Davis, and unanimously approved to accept the agenda as presented.

Motion made by Jan Neville, seconded by Bob Sellers and unanimously approved to accept the minutes as presented.

Chairman Dunton reported he had spoken to Leon Parham regarding the Virginia Department Historic Resources Certified Local Government Program. He asked Mr. Parham to be the "on-call" architect as required by the program. Mr. Parham gave no definite answer.

Old Applications

None

New Applications

A. *111 Mason Avenue – Charles Little – New commercial construction*

Jason Pruitt reviewed with the Board members that although the Zoning Ordinance does not directly mention miniature golf courses as permitted uses, the ordinance does include a clause stating that the Zoning Administrator can approve any other use that is compatible with the nature of the district. The Ordinance does indicate the Historic District Review Board must review the application for appropriateness of design.

Mr. Pruitt then reviewed the application which showed only one structure which would be used to house equipment.

Chairman Dunton expressed concern that there were no stated guidelines on miniature golf course designs. He mentioned screening from the street was not appropriate for security reasons, nor was the lot size sufficient to provide screening. A second concern was that the proposed structure would be considered an accessory building, and under current guidelines, accessory buildings were not

permitted unless there was an existing primary structure. Mr. Pruitt responded that this would be the only building on the property; although small, it would be considered the primary structure. He also mentioned in C-1 districts there was no minimum square footage requirement on commercial space or building size.

Chairman Dunton indicated this was a use that did not apply to the Historic District Review Board. Mr. Pruitt replied this item was brought to the Board's attention to keep them in the loop, but if they did not feel it was in their purview, they would not be required to take action. The item could be handled administratively by the Zoning Administrator and Planning Director.

All agreed a recreational place for families and children was welcome.

Other Business

A. *Virginia Department of Historic Resources Certified Local Government Program*
Jason Pruitt reported there were two items needed in order for him to complete the application process; 1) the approval of the by-laws (public hearing process, etc.) and 2) a resume from each of the Board members.

B. *Historic District Review Board By-Laws*
The by-laws were reviewed. Specifically discussed was an article indicating "a member may be removed by Town Council for inefficiency or neglect..." and whether it was a normal article of by-laws.

Motion made by Dianne Davis seconded by Jan Neville and unanimously approved to move the draft of the by-laws to Public Hearing.

Motion made by a Jan Neville, seconded by Dianne Davis and unanimously approved to adjourn the Regular Session of the Historic District Review Board.

Chairman

Town Clerk