



Draft

Historic District Review Board Regular Session Agenda

March 20, 2007

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 Dianne Davis. Bob Sellers was absent. Also present were Town Planner Jason Pruitt, Town Clerk Joy Pelletier and 3 members of the public.

Dianne Davis led the Invocation and all recited the Pledge of Allegiance.

Motion made by Melvin Dudley, seconded by Jan Neville and unanimously approved to approve the agenda as presented.

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

Old Applications

A. 4 Bay Ave. – Quality Structure, LLC – New windows

Jason Pruitt presented a modification to the existing application. The applicant proposed adding two small four pane windows to the north elevation of the structure which would allow natural illumination in the stairway.

Chairman Dunton stated windows in the stairwell were typical of the historic structures. He further stated that when the building was constructed, certain items were not built as approved. The new owners were making further modifications to bring the structure back into compliance. Chairman Dunton mentioned a wrap around porch would compliment the structure on the corner and help it blend into the neighborhood. He asked Jason to mention that aspect to the owner when he came in to discuss modifications to that structure.

Motion made by Melvin Dudley, seconded by Jan Neville and unanimously approved to accept the modifications as presented.

B. 8 Bay Ave. – Quality Structure, LLC – New windows

Jason Pruitt presented this request in the same manner as Item A. The same modifications were requested.

Motion made by Melvin Dudley, seconded by Jan Neville and unanimously approved to accept the application as presented adding two four pane windows to the stairway.

New Applications

A. 533 Tazewell Ave. – Andy Edmunds – New porch

Jason Pruitt presented the application request to remove the existing enclosed side porch and replace it with an open wrap around porch similar to others in the neighborhood. The supporting columns would be similar in style to those on a neighboring building. He further stated the porch would mimic the low foundation of the existing structure and the roofing material would be architectural shingles.

Motion made by Melvin Dudley, seconded by Dianne Davis and unanimously approved to accept the application with the verification it will be an open porch with the entrance to the home on the west side of the structure and roofing material to be architectural shingles.

Other Business

None

Announcements

Chairman Dunton announced the packages would no longer be delivered. The information would be E-mailed and the packages would be available to pick up no later than the Friday prior to the meeting date.

Mr. Pruitt announced that the Board had been accepted to the Certified Local Government Program.

Dianne Davis brought a question to the table about the porch that was removed from a structure on Madison Avenue. As the porch was a required element in the Historic Guidelines she asked what the next step would be to assure the porch was replaced.

Chairman Dunton responded that the Town had requested the removal of the porch to correct a dangerous situation, but had not put into place the requirement for replacement. He asked Mr. Pruitt to work with the Building Department to develop a plan to prevent the situation arising in the future.

The zoning ordinance covering demolition was then discussed.

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

The meeting was adjourned at approximately 5:38 p.m.

Chairman Dunton

Town Clerk