



CITY OF DELAWARE CITY

407 Clinton Street - P.O. Box 4159
Delaware City, Delaware 19706
302-834-4573

**CITY OF DELAWARE CITY
REGULAR MEETING OF THE
HISTORIC PRESERVATION COMMISSION**

December 1, 2015

MINUTES

CALL TO ORDER

The regular meeting of the Historic Preservation Commission was called to order at 7:00 p.m. by Commissioner Dilliplane. Those present included Commissioners Dilliplane, Lee, Bonner, Sellers and Hanna. City Manager Cathcart was also in attendance.

ACTION UPON THE MINUTES OF THE PREVIOUS MEETING

Commissioner Sellers made a motion to accept the minutes of the November 3, 2015 meeting as written. Commissioner Lee seconded the motion. There was no discussion. A vote was taken, all ayes, motion carried.

59, 55 & 51 WASHINGTON STREET – PORT PENN HOLDINGS – FENCE AND COMMERCIAL PARKING LOT

Commissioner Dilliplane explained that this was tabled at the last Historic Preservation Commission meeting, as there were many questions that needed to be addressed. City Manager Cathcart explained that he had called the City Solicitor the day following the last meeting regarding the question whether or not HPC could do a conditional use approval of the property. There had been some concerns at last month's meeting as to what would happen if the property were sold, since it was going to be used for a different purpose. The City Solicitor said that HPC does not have the authority to approve a conditional use. A different commission would have to authorize that. However, if it is approved conditionally, once it is approved it cannot be changed. If Sean Johnston were to sell the property, that approval would stay with the property.

Two other things were discovered as a result of the City Solicitor's research. HPC does not have the authority to give a fence variance. The fence regulations are part of the Code. The only way to change what is mandated in the code would be to introduce a new ordinance. Consequently, HPC could not give a variance to install a 6' fence to replace a 4' fence that is written in the code. The larger issue that was discovered was that parking of equipment on an empty lot is not permissible, unless the owner goes through a variance process which would require a meeting with the Planning Commission and ultimately the Board of Adjustment. The parking of equipment on that lot would not be permitted according to the City Code.

City Manager Cathcart said he called the owner to let him know the results of the research. The owner was appreciative that the City made him aware of this and the intent this evening is to go forward with the fence only. Discussion followed about the next steps.

Discussion occurred regarding the required fence materials which could be a wrought iron or wood fence, 50% open, with visibility all the way through the fence. A complete living fence would be permitted, or landscaping behind the fence. Discussion followed regarding the required setbacks. HPC does not have the authority to grant any setback variances. That would need to go to the Planning Commission and the Board of Adjustment. City Manager Cathcart said there would really be no need to return to the HPC. City Manager Cathcart said following his discussion with the owners, he felt they were going to reconsider the use of the property. He added that the owner discussed using a cedar fence, 50% open, so a metal fence is not an issue. Discussion followed regarding location of the landscaping, the fence and the right of way.

Commissioner Lee made a motion to approve the fence as follows: Front Fence - cedar, 50% open, 4' high, compliant with 20' setback, landscaping in front of the fence to enhance the visual appearance; Sides and Rear Fence - wood, shadowbox, 6' high, to comply with setbacks, with landscaping in front of side and rear fence to enhance the visual appearance. Commissioner Bonner seconded the motion. A vote was taken, all ayes, motion carried. Commissioner Dilliplane told Mr. Whittaker that HPC would send a letter of appropriateness.

WASHINGTON STREET PUMPING STATION – FINAL DESIGN

City Manager Cathcart reminded the commissioners that this building is part of the Washington Street Flood Mitigation project. The final location was not decided at the last meeting. At that time, the City told HPC that they would return with the final design. Keith Rudy from Landmark presented the plans that have been revised since the last presentation. The purpose of this building is to enclose permanent pumps that will replace the temporary 6" pumps. The new pumps would be more reliable in that they would not require human intervention,

but be fully automated. The City has decided to use approximately four parking spaces in the corner of the Washington Street parking lot, near the bio-retention area. The building has gotten a little longer than the one that was originally presented because it needs to house the wet well, the equipment, and the generators. There will be no external equipment. City Manager Cathcart said the location has already been approved. The great advantage of this location is it allows the City to take advantage of existing stormwater infrastructure. This is a low point on Washington Street so this is where it needs to be. This will eliminate the temporary pumps, but the sub-surface system would remain in place and could be used case of in a catastrophic event. In the event of a possible hurricane or northeaster, pumps would probably still be placed in the park.

Nick Wythe of Architectural Lines explained that, when planning the pump house, they drew upon existing architectural details throughout the City. They looked at material that would be durable and somewhat maintenance free. He handed out material samples. He discussed the dormers, windows and the decorative heads over the windows made of highly compressed foam which is low maintenance. He said there would be a need to release combustion air, but the outlets for that would be incorporated into the design when the placement of equipment is determined. If anything needs to project from the roof, it could be placed on the parking lot side. They don't know the detail of the gutters yet. They think they may do half round metal gutters on both sides of building in a color that is complimentary to the siding. There would be a stucco foundation with flood vents, which are required by the Code, and one foot overhang on street and parking lot side. Discussion followed regarding why they would use vinyl shakes rather than cedar shakes and the cost of the project. City Manager Cathcart said there was a need to balance the appearance and durability of materials with cost. The building is located in the right of way. The door on the street side will simulate the look of a carriage door, made possibly of molded metal with insulation or fiberglass. It will give the look of a double door, and may actually be a double door. The other door will be either insulated metal or insulated fiberglass. They would like to do something a little more unique rather than a six-panel door. Discussion followed regarding the need of certain materials for the purpose of the building and the fact that this is new construction and a not renovation of an existing building. Discussion occurred regarding the six-over-twelve windows. City Manager Cathcart said, when they designed this building, they tried to be forward-looking to the future development of Washington Street. He said it is a nice looking building, considering that we are pushing right up against the budget.

Commissioner Hanna made a motion to approve the design as presented, including: the building to enclose all generators; five inch thick faux shakes; scalloped eaves; cottage style windows with decorative molding overhead; roof projections; roof penetrations, if necessary, on the parking lot side; stucco foundation with flood venting; exterior metal, half-round gutters on both sides of the building, in a complimentary color; one foot roof overhangs on front and back;

simulated carriage doors of fiberglass or molded metal and; rounded dormers to house the venting or ventilators. Commissioner Lee seconded the motion. A vote was taken, all ayes, motion carried. City Manager Cathcart asked to have the letter of appropriateness sent to his attention at Town Hall.

ADJOURNMENT

Commissioner Hanna made a motion to adjourn the meeting. Commissioner Lee seconded the motion. A vote was taken, all ayes, motion carried. Meeting adjourned at approximately 7:56 p.m.

Respectfully submitted,

Dawn K. Gwynn

City Secretary