



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  
JANUARY 3, 2017  
MINUTES**

**CALL TO ORDER**

The regular meeting of the Historic Preservation Commission (HPC) was called to order at 7:06 p.m. by Commissioner Sellers. Those present included Commissioners Wood, Sellers, Hanna, Slotter and Lee. Also in attendance was City Manager Cathcart.

**ACTION UPON THE MINUTES OF THE PREVIOUS MEETING**

*Commissioner Slotter made a motion to accept the minutes of the November 1, 2016 meeting as written. Commissioner Hanna seconded the motion. There was no additional discussion. A vote was taken, all ayes, motion carried.*

**403 HAMILTON STREET – SUZANNE POITRAS – DESIGN FOR SOLAR PANELS**

There was neither representation for Ms. Poitras nor information in the file that would enable the Commissioners to discuss this project. Commissioner Lee contacted Mr. Williams, who had planned to attend for Ms. Poitras, but he thought the meeting was the following week and was unable to attend. He said it could wait until the February meeting. Discussion followed regarding a National Trust briefing, pertaining to solar panels. Commissioner Lee said it would be helpful for the HPC to review this information. *Commissioner Lee made a motion to table 403 Hamilton Street until the February meeting. Commissioner Wood seconded the motion. There was no discussion. A vote was taken, all ayes, motion carried.*

**COMMISSIONERS COMMENTS**

Commissioner Lee suggested that the Commissioners take the next month to review the City Code that pertains to the HPC and plan to discuss any suggested amendments at the next meeting. Discussion followed as to how this could be handled. City Manager Cathcart said this could be placed on the agenda for the next couple months which would allow the full HPC to make and discuss recommendations. Commissioner Lee said she would research other historic preservation committees for ideas.

**ADJOURNMENT**

*Commissioner Slotter made a motion to adjourn the meeting. Commissioner Lee seconded the motion. A vote was taken, all ayes, motion carried. Meeting adjourned at approximately 7:12 p.m.*

Respectfully submitted,

*Dawn K. Gwynn*

City Secretary