



CITY OF DELAWARE CITY

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**CITY OF DELAWARE CITY
REGULAR MEETING OF THE
HISTORIC PRESERVATION COMMISSION
August 6, 2013**

CALL TO ORDER

The regular meeting of the Historic Preservation Commission was called to order at 7:09 p.m. by Commissioner Martin. Those present included Commissioners Slotter, Bonner and Lee. City Manager Cathcart and Mayor Green were also in attendance. Commissioner Martin reviewed the purpose of the HPC and the rules and regulations.

ACTION UPON THE MINUTES OF THE PREVIOUS MEETING

Commissioner Slotter made a motion to accept the minutes of the July 2, 2013 HPC Meeting. Commissioner Lee seconded the motion. A vote was taken, all ayes, motion carried.

403 HAMILTON STREET – SUZANNE POITRAS – NEW CONSTRUCTION

Allen Williams presented the alterations made to the plans, in keeping with the HPC recommendations from the previous meeting. Mr. Williams reviewed his list of materials as presented in a letter, dated 7/26/13, to HPC. *Commissioner Slotter made a motion to approve the material presented as follows: roofing materials (GAF 35 year dimensional asphalt shingles), windows (Anderson vinyl double-hung, 1-over-1, with a twin double hung on porch), siding (Monogram 46 double 5" Dutch lap vinyl siding on front, back, and right and left elevations), two front gables (6 ¼" half round shingles), and porch (composite decking, three 6" turned wooden posts, vinyl top and bottom rails with 2" wood spindles and vinyl 45 degree lattice under porch). Commissioner Bonner seconded the motion. A vote was taken, all ayes, motion carried.*

135 JEFFERSON STREET – BOB MCCRONE – DAY SPA/HOT TUB

City Manager Cathcart said Mr. McCrone was unable to attend due to his work schedule, but would be available via phone in case HPC had any questions. Commissioner Slotter said he felt this item may not require HPC comment. Commissioner Martin said the item is temporary and unattached to the house. *Commissioner Slotter made a motion stating that it was not necessary to have a motion to approve the plans, due to the reasons stated – no jurisdiction. Commissioner Lee seconded the motion. A vote was taken, all ayes, motion carried.*

100 FIFTH STREET – KEITH JORDAN – SIDING, TRIM AND REPOINTING FOUNDATION.

City Manager Cathcart explained that Mr. Jordan went before the Planning Commissioner for a variance which was tabled due to not having enough information. Mr. Jordan had foundation questions, but City Manager Cathcart said that HPC was not the appropriate group to respond to his questions. The City Manager stated that the house is in a flood plain and it is possible that it will need to be raised. Commissioner Martin reminded the attendees that, at this meeting, Mr. Jordan was to respond to the issue of removing the back foundation, however, the variance issue currently precludes this. Discussion followed regarding the necessity of research on inspection history of the house prior to moving forward. Mr. Jordan stated that the permit was obtained in the 80's, but City Manager Cathcart said it would have expired due to non-action and that the variance and flood plain issues are most pressing. Since the previous HPC meeting, Mr. Jordan has talked about the possibility of an addition over the back foundation, but the disposition of that foundation has not been determined. City Manager Cathcart recommended that this be tabled until other issues are resolved. Mr. Jordan will have a survey done next week and at that time they'll know the elevation, which will determine future actions. *Commissioner Slotter made a motion to table. Commissioner Lee seconded the motion. A vote was taken, all ayes motion carried.* There was no public comment.

300 FRANKLIN STREET – THOMAS PARAG/THOMAS WILSON - SIDING

City Manager Cathcart explained that a cease and desist letter was issued as owner started the work in advance of requesting a permit. The owner stated the house has multiple kinds of sidings and he would like to bring it into a more consistent appearance. He provided photos showing significant water damage to the wood siding. The owner was advised that replacing the siding with vinyl would seal in moisture. The owner said he would remove the affected wood. Commissioner Martin stated that this is within the historic district, but not in the business district, making HPC's advice purely a recommendation. She added that the structure already had vinyl on it. The owner stated that he could not afford wood siding. However, according to HPC, affordability is not a weighted consideration in their decision-making process. Commissioner Martin reiterated

that vinyl seals in moisture. *Commissioner Slotter made a motion, saying the highest recommendation would be to utilize wood siding, however a secondary choice would be vinyl. The motion was seconded and a vote was taken and passed unanimously.*

COMMENTS

Commissioner Lee asked if there was a City policy on the use of metal detectors. City Manager Cathcart said the City is currently exploring this. Commissioner Lee recommended that the City research the Archaeological Resources Protection Act.

Commissioner Martin asked if the City had the University of Delaware research information on the canal lock project. City Manager Cathcart said it would be available soon and that he would provide it to HPC electronically.

ADJOURNMENT

Meeting adjourned at 8:00 PM.

Respectfully submitted,

Dawn K. Gwynn

City Secretary