

"A Historic Past"



"A Bright Future"

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
MARCH 7, 2017
MINUTES**

CALL TO ORDER

The regular meeting of the Historic Preservation Commission (HPC) was called to order at 7:00 p.m. by Commissioner Turley. Those present included Commissioners Wood, Sellers, Hanna, and Turley. Also in attendance was City Manager Cathcart.

ACTION UPON THE MINUTES OF THE PREVIOUS MEETING

Commissioner Wood made a motion to accept the minutes of the February 7, 2017 meeting as written. Commissioner Hanna seconded the motion. There was no discussion. A vote was taken, all ayes, motion carried.

301 ADAMS STREET – RICHARD CATHCART – DOORS, WINDOWS, EXTERIOR CHANGES

City Manager Cathcart said this had come before HPC in May 2016, when vinyl windows, vinyl siding, and vinyl or aluminum fascia and soffits were approved. He said he would like to review the pictures and revisit the changes he and his wife would like to make. He said they are going to do away with the vinyl siding and preserve the wood siding instead. He said the house was built circa 1875, with an addition that was added in the late 19th century and another addition that was added in the early 1900's. He summarized the changes they are proposing. Discussion followed regarding: all but 9 of the 24 windows have already been replaced with vinyl; replace the front door which is damaged and not weather

tight; eliminate a laundry room window in order to install a powder room; replace the windows that will remain to match the ones that were already replaced; eliminate a door into the laundry room; replace an insulated double door which has been damaged; eliminate rear door and window in kitchen; replace a door with a window on the first addition; remove small porch over door on that addition; and install vinyl shutters. Discussion occurred. Commissioner Turley said, for the record, that the proposed changes, such as replacing damaged doors and/or eliminating unnecessary doors, are in keeping with the current historic condition of the structure, which does not impact the historic nature of the building. The other changes appear to play a part in maintaining the house which is a contributing structure. Discussion followed. There is one wood window remaining in the kitchen. The windows Bank of America replaced were already vinyl. *Commissioner Sellers made a motion to approve the proposal as stipulated in the pictures and discussion, which included door changes, wood siding and shutters. Commissioner Hanna seconded the motion. There was no discussion. A vote was taken, all ayes, motion carried.*

REVIEW AND DISCUSS DELAWARE CITY CODE CHAPTER 49 – HISTORIC PRESERVATION COMMISSION

City Manager Cathcart said the timing of this discussion could not have been better as Fort DuPont completed their historical guidelines/standards which go to the Fort DuPont Corporation Board tomorrow. He had one copy of the guideline/standards and said he would make additional copies and put them in the HPC mailbox. The commissioners will be emailed when the hard copies are available for pick up. He said Commissioners Turley and Lee, as well as Commissioner Lee's son and other people with historical preservation backgrounds are on the committee that created these. Discussion occurred.

City Manager Cathcart suggested that HPC designate a couple meetings to discuss this topic as well as a few other agenda items, if needed. It would be helpful to have the procedures put in a booklet form to be handed out to residents or contractors who are proposing changes. Discussion occurred regarding the fact that they don't have a full commission. City Manager Cathcart said they will need to look for a member with an architectural/engineer background, as Dale Slotter resigned from HPC. They said they also need to make sure Commissioner Lee can be present for these discussions.

COMMISSIONERS COMMENTS

There were none.

ADJOURNMENT

Commissioner Sellers made a motion to adjourn the meeting. The motion was seconded. A vote was taken, all ayes, motion carried. Meeting adjourned at approximately 7:34 p.m.

Respectfully submitted,

Dawn K. Gwynn

City Secretary