

"A Historic Past"



"A Bright Future"

CITY OF DELAWARE CITY

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**CITY OF DELAWARE CITY
REGULAR MEETING OF THE
HISTORIC PRESERVATION COMMISSION
May 2, 2017
MINUTES**

CALL TO ORDER

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

ACTION UPON THE MINUTES OF THE PREVIOUS MEETING

Commissioner Sellers made a motion to accept the minutes from the March 7, 2017 and the April 11, 2017 meeting. Commissioner Hanna seconded the motion. There was no discussion. A vote was taken, all ayes, motion carried.

301 Adams Street – Deck

The plot plan for the deck addition was reviewed and discussed. Mr. Cathcart said a building permit was not necessary because the deck was no more than 6" off the ground and railing was not necessary. He added the decking would be stabilized using 4x4 in the ground with dry concrete to hold up the surrounding framework.

Commissioner Hanna made a motion to accept the deck plans as presented. Commissioner Wood seconded the motion. A vote was taken, all ayes, motion carried.

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

Discussion once again centered on needing the full representation of the HPC in order to discuss this. Currently there are only five (5) out of seven (7) Commissioners. City Manager Cathcart said the Mayor and Council are aware of the need and are actively searching for new members but were meeting with difficulty in finding the volunteers. City Manager Cathcart said the current members of HPC could recommend people. They do not have to be residents of Delaware City but that is optimal. Commissioner Wood suggested George Palmer. City Manager Cathcart said he would pass that recommendation on to Kathy Clifton.

City Manager Cathcart suggested submitting several dates of availability to Kathy Clifton to work on Chapter 49 revisions. Discussion followed regarding if it would be better to call a special meeting at an earlier time or to have it on a regularly scheduled HPC meeting when there was no other item of business on the agenda. Commissioner Wood suggested former Commissioner Dale Slotter also be present. That suggestion met with hearty agreement. Commissioner Wood will put the request to Mr. Slotter.

Discussion ended with the understanding this was still a work in progress.

City Manager Cathcart added that in addition to needing members of HPC, a city secretary is also being sought. Commissioner Hanna asked what the requirements are. Commissioner Sellers commented that those requirements posted on the City's website is bringing up an error message. City Manager Cathcart will look into this and check with City Solicitor Walton if it would be a conflict of interest for Commissioner Hanna to hold the position as city secretary and be on the HPC.

COMMISSIONERS COMMENTS

There were none.

ADJOURNMENT

Commissioner Sellers made a motion to adjourn the meeting. Commissioner Wood seconded the motion. A vote was taken, all ayes, motion carried. Meeting adjourned at approximately 7:18 p.m.

Respectfully submitted,

Bonnie Lynn Hanna

City Secretary