

*"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  
Tuesday, September 4, 2018  
MINUTES**

**CALL TO ORDER**

Commissioner Turley called the meeting of the Historic Preservation Commission (HPC) to order at 7:00 p.m. Roll call was taken and also in attendance were Commissioners Wood, Palmer, Hanna and City Manager Houck. A quorum was present.

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

Commissioner Wood questioned if the minutes should reflect she does not have to recuse herself. Commissioner Hanna pointed out where in the June 20<sup>th</sup> minutes it was stated. Motion to accept the minutes of June 5, 2018 and June 20, 2018 as written was made by Commissioner Palmer and seconded by Commissioner Turley. Minutes were accepted as written.

**30 Clinton Street – John Buchheit & Dale Slotter (Jerry McCarthy, Contractor) – 4<sup>th</sup> Floor Windows**

Mr. Slotter drew the Commissioners attention to the drawings and pictures he presented. He states the side octagon window is not historic, more from the late 1960's to early 1970's which answered Commissioner Turley's question regarding historic records of such a window being used. It will be more appropriate to replace the octagon window with a trapezoid window because it will fit the slant of the roof and be less intrusive to the sight line.

Mr. McCarthy agreed with Commissioner Turley's comment that the main focus of the building will be original front of the building and the balcony with the balusters.

It was also noted by Commissioner Turley that there was a change in materials for the 4<sup>th</sup> floor windows from vinyl to aluminum clad outside and wood inside.

There were no further questions or comments. Commissioner Turley asked for a motion to accept the plans as presented. Commissioner Palmer made the motion to accept the installation of the windows as stipulated in the diagram and drawings with the correction that the outside is clad in aluminum, not vinyl. Commissioner Wood seconded the motion. All were in favor therefore the motion carried.

### **ADJOURNMENT**

There was no further business to conduct. Commissioner Hanna made a motion to adjourn the meeting. Commissioner Turley seconded the motion. The meeting was adjourned at 7:08 p.m.

Respectfully submitted,

*Bonnie Lynn Hanna*

City Secretary