

**HISTORIC PRESERVATION REVIEW COMMISSION**  
**232 N. Queen Street**  
**July 11, 2011**  
**Regular Meeting, 7:00 PM.**  
**J. Oakley Seibert Council Chambers**

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With a quorum present, Chairman Don Wood called the regular scheduled meeting of the Historic Preservation Review Commission to order at 7:00 pm. The following members were present: Don Wood, Gary Gimbel, Steve Knipe, Mark Jordan, and Ronald Muth. Not present were Nell Thompson, Lisa Clipp, Sarah Thompson and Keven Walker. Also in attendance were Legal Counsel Kin Sayre, City Planner Tracy Smith and Planning Secretary, Windy Miller.

**APPROVAL OF June 06, 2011 MEETING MINUTES.**

Commissioner Gimbel made the motion to accept the minutes as presented. Commissioner Knipe seconded the motion, which was followed by a unanimous vote of "aye." Motion carried.

**UNFINISHED BUSINESS**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

**1. CASE # HP 11-026. 400 W. Burke Street. Public Hearing.** Application for Certificate of Appropriateness to paint the exterior of the structure, install wood fence, and create off-street parking space. Arthur C. Houghton, applicant.

Arthur Houghton, 20977 Mousetown Road, Boonsboro Maryland. Mr. Houghton presented the request to paint the exterior of the structure. Mr. Houghton stated the exterior brick would be painted pale yellow, the roof will be painted green, the shutters will be painted grey-blue, the porch ceiling will be painted sky-blue, and some of the exterior ginger bread trim will be painted red.

Public hearing was opened at 7:03 pm. As no one came forward, the public hearing was closed at 7:03 pm.

Commissioner Jordan made the motion to accept the application as presented. Commissioner Muth seconded the motion, which was followed by a unanimous vote of "aye." Motion carried.

Mr. Houghton stated he would like to replace the existing wood fence with a 7' wood treated board fence, with a double driveway gate into the new parking pad, the 3 walk gates will be rod iron with locks on them. He went on to say that the original iron fence in the front of the house will stay where it is.

Public hearing opened at 7:09 pm. As no one came forward, the public hearing was closed at 7:09 pm.

Commissioner Muth made the motion to accept the fence as presented and planned. Commissioner Knipe seconded the motion, which was followed by a unanimous vote of "aye." Motion carried.

Mr. Houghton stated that he would like to create a 14'x 20' concrete, off-street parking pad. He went on to say that the pad would be enclosed by a double driveway wooden gate, it would be located with-in the yard, and the concrete pad would not be visible from any direction.

City Planner Tracy Smith clarified that this was an approval for location of a double gate, not a curb cut.

Public hearing opened at 7:11 pm. As no one came forward, the public hearing was closed at 7:11 pm.

Commissioner Muth made the motion to accept the gates. Commissioner Knipe seconded the motion, which was followed by a unanimous vote of "aye." Motion carried.

**2. CASE # HP 11-027. 418 S. Queen Street. Public Hearing.** Application for Certificate of Appropriateness to paint structure. Justin Bird, applicant.

As no one was present to present this case, it will be rescheduled to the next meeting.

**3. CASE # HP 11-028. 237 W. Martin Street. Public Hearing.** Application for Certificate of Appropriateness to install business signs. Ronald Carpentier, applicant.

As no one was present to present this case, it will be rescheduled to the next meeting.

**4. CASE # HP 11-031. 419 W. Burke Street. Public Hearing.** Application for Certificate of Appropriateness to replace windows. Kim Ewing, applicant.

Kim Ewing, 419 West Burke Street, Martinsburg West Virginia. Ms. Ewing presented the request to replace all of the existing windows with vinyl single pane replacement windows. Discussions included but were not limited to, size, materials, and the type of windows that will be used. Ms. Ewing went on to say that due to the deteriorating conditions, all of the windows need to be replaced, and the cost of using wood replacement windows is not in their budget.

Public hearing opened at 7:15 pm. As no one came forward, the public hearing closed at 7:15 pm.

Commissioner Gimbel stated his concern is that the replacement windows will destroy the integrity of the house.

Ms. Ewing went on to explain her point for needing the replacement windows. Discussions included but were not limited to, the window frames rotting, some windows not opening, and the tenants having very high electricity bills. Ms. Ewing stated she is trying to improve the quality of the home for her tenants.

Commissioner Gimbel made the motion to accept the proposal for vinyl window replacements. Commissioner Jordan seconded the motion, which was followed by a unanimous vote of "nay." Motion denied.

Legal Counsel Kin Sayre asks the Commission to state for the record why they are denying the proposed replacement windows.

Commissioner Gimbel went on to say there is not a good example of what is going to be put in, and it would violate the integrity of the structure.

Mr. Sayre confirmed that the proposed material being used is the contributing factor for the motion being denied.

Commissioner Knipe stated the bigger issue is the significance of the windows being two-over-two, as well as the folding window in the back.

Commissioner Jordan suggest to the applicant to keep the windows as two-over-two, and check the costs to repair the wood sashes.

#### **OTHER BUSINESS**

None

#### **DISCUSSION ITEM(S)**

Property on Spring Street, Old Creamery building, the conditions of the building need to be looked into.

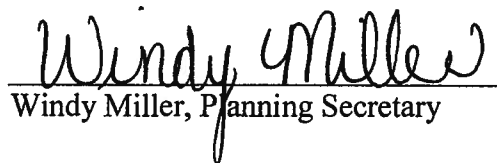
All Boardmembers acknowledged the August meeting and stated they will be present.

#### **ADJOURNMENT**

Commissioner Jordan made the motion to adjourn. Commissioner Gimbel seconded the motion, which was followed by a unanimous vote of "aye." Meeting adjourned at 7:32 pm.



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Don Wood, Chairperson



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Windy Miller, Planning Secretary

