

HISTORIC PRESERVATION REVIEW COMMISSION

232 N. Queen Street

November 05, 2012

Regular Meeting, 7:00 PM.

J. Oakley Seibert Council Chambers

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

APPROVAL OF October 01, 2012 MEETING MINUTES.

Commissioner N. Thompson made the motion to approve the October 01, 2012 meeting minutes as presented. Commissioner Colburn seconded the motion, which was followed by a unanimous vote of "aye." Motion carried.

UNFINISHED BUSINESS

None

NEW BUSINESS

1. CASE # HP 12-084. 400 W. Burke Street. Public Hearing. Application for Certificate of Appropriateness to construct a porch on the garage & a screened porch on the rear of the house. Arthur Houghton, applicant.

Arthur Houghton presented the request to build a one story Victorian style porch on the rear of his house, and a small porch on the garage. Mr. Houghton went on to say that the roof is the only thing that would be visible on both additions and it would be green metal to match the roof on the house.

The public hearing was opened at 7:03 pm. As no one came forward to speak for or against the request, the public hearing was closed at 7:03 pm.

Commissioner Kyne made the motion to approve the application as presented. Commissioner N. Thompson seconded the motion, which was followed by a unanimous vote of "aye." Motion carried.

2. CASE # HP 12-086. 118 E. Martin Street. Public Hearing. Application for Certificate of Appropriateness to install vinyl business signage. Sandra Donovan, applicant.

Sandra Donovan presented the request to install vinyl business signage to the window of their downtown business.

The public hearing was open at 7:07 pm. As no one came forward to speak for or against the request, the public hearing was closed at 7:07 pm.

Commissioner Clipp made the motion to approve the application as presented. Commissioner Colburn seconded the motion, which was followed by a unanimous vote of "aye." Motion carried.

3. CASE # HP 12-087. 417 W. Burke Street. Public Hearing. Application for Certificate of Appropriateness to remove side door and replace with wall & remove stair balusters and replace with the same design as porch. Hugh Harvey, applicant.

Hugh Harvey presented the request to remove the side door from his house and replace it with a wall, and to replace the existing stair balusters with ones that match the porch design.

The public hearing was opened at 7:11 pm. As no one came forward to speak for or against the request, the public hearing was closed at 7:11 pm.

Discussions included, but were not limited to, the style of balusters that would be used, the type of siding that would be put up, why the applicant wants to cover up the door, and the wooden handicap ramp to be constructed along the side of the house.

Commissioner Clipp made the motion to approve the application as presented. Commissioner N. Thompson seconded the motion, which was followed by a unanimous vote of "aye." Motion carried.

4. CASE# HP 12-090. 226-242 N. Raleigh Street. Public Hearing. Application for Certificate of Appropriateness to replace basement hatches, handrails and fence. Rick Sharma, applicant.

Rick Sharma presented the request to install hand rails in between the steps in front of the apartment units, replace the old wood fence with an iron fence with a gate, and to replace the existing hatches at the basement entrances with iron gates custom made to fit.

The public hearing was opened at 7:20 pm.

- City Planner Tracy Smith read into the record a letter of support from Paul Turner who lives at 222 N. Raleigh Street, Martinsburg, WV 25401. Mr. Turner speaks in favor of the request and feels the improvements would look really nice.

As no one came to speak against the request, the public hearing was closed at 7:21 pm.

Discussions included, but were not limited to, the type of fence that would be installed, location that the hand rails would be placed, design of the iron work to be done and how the wrought iron would be installed in place of the hatches at the basement entrances.

Commissioner Clipp made the motion to approve the application as presented. Commissioner Colburn seconded the motion, which was followed by a unanimous vote of "aye." Motion carried.

OTHER BUSINESS

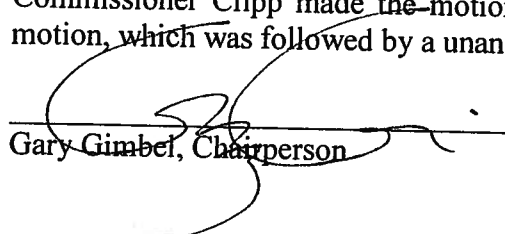
None

DISCUSSION ITEM(S)

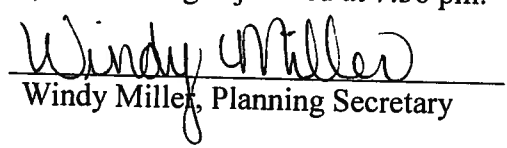
- Confirmation of December 03, 2012 Meeting: All Commissioners were made aware of the December meeting and stated they would be in attendance.

ADJOURNMENT

Commissioner Clipp made the motion to adjourn. Commissioner N. Thompson seconded the motion, which was followed by a unanimous vote of "aye." Meeting adjourned at 7:36 pm.



Gary Gimbel, Chairperson



Windy Miller, Planning Secretary

