

**HISTORIC PRESERVATION REVIEW COMMISSION**  
**232 N. Queen Street**  
**September 12, 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, Nell Thompson, Lisa Clipp, Sarah Thompson and Keven Walker. Not present was Ronald Muth. Also in attendance were Legal Counsel Kin Sayre, City Planner Tracy Smith and Planning Secretary, Windy Miller.

**APPROVAL OF August 01, 2011 MEETING MINUTES.**

Commissioner N. Thompson made the motion to approve 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 11-027. 418 S. Queen Street. Public Hearing.** Application for Certificate of Appropriateness to paint structure. Justin Bird, applicant.

Justin Bird presented this request to paint his house ("Meadowlark"), porch (Palm Leaf") and shutters (Black Fox). All paint selections are from Sherwin Williams.

The public hearing was opened at 7:02pm. As no one spoke for or against the request, the public hearing was closed at 7:02pm.

Commissioner Clipp made the motion to approve the request. Commissioner S. Thompson seconded the motion and was followed with a unanimous vote of "aye". Motion carried.

**2. CASE # HP 11-038. 535 W. King Street. Public Hearing.** Application for Certificate of Appropriateness to install business signs. Alpha Associates, Inc., applicant.

Dick Klein, Chief Executive Officer for Alpha Associates, presented this request to replace the existing signage with the new design/logo. The signs will remain the same in size, shape and location.

The public hearing was opened at 7:04pm. As no one spoke for or against the request, the public hearing was closed at 7:04pm.

Commissioner Clipp made the motion to approve the request. Commissioner N. Thompson seconded the motion and was followed with a unanimous vote of "aye". Motion carried.

**3. CASE # HP 11-039. 118 N. Spring Street. Public Hearing.** Application for Certificate of Appropriateness to replace windows, and paint the exterior of the house. Terry Walker, applicant.

David Painter, contractor, presented the request to replace five (5) wooden windows with vinyl replacement windows, and paint the structure the same shade as the rear addition.

The public hearing was opened at 7:04pm. As no one spoke for or against the request, the public hearing was closed at 7:04pm.

Commissioner Walker stated that he is glad that the unique siding will be left in place, but would like the window configurations to be two-over-two. Mr. Walker went on to say the request is for six-over-six configuration, and that would not be consistent with the other windows in the house.

David Painter confirmed that the proposed window are of a six-over-six configuration that have been bought and special ordered by the applicant.

Commissioner Walker stated that he feels that even though aesthetics is a major kind of consideration the board is a historic preservation body not an aesthetics body. He went on to say that he doesn't care about the windows matching, if the windows on the side are more correct to the structure and will retain some of the character defining features of the structure. He further stated he would like to see us [Historic Preservation Review Commission] attempt to retain those instead of trying to match everything. The Board agreed that to be historically accurate the window configuration would be two-over-two.

Discussions included but were not limited to the paint color, location of the windows, size of the windows, and the pane configuration of the windows.

Commissioner Clipp made the motion to approve the painting of the building as presented. Commissioner Jordan seconded the motion, and was followed by a unanimous vote of "aye". Motion carried.

Commissioner Clipp made the motion to approve the replacement windows only with a two-over-two type configuration. Commissioner Walker seconded the motion, and was followed by a unanimous vote of "aye". Motion carried.

**4. CASE # HP 11-040. 407 W. Burke Street. Public Hearing.** Application for Certificate of Appropriateness to replace windows. Cynthia Baynham, applicant.

Cynthia Baynham, owner of 407 West Burke Street, presented the request to replace five (5) wooden windows with vinyl replacement windows. Ms. Baynham went on to say that the main reason for her request is so that all of the windows match. Ms. Baynham also stated that there are a couple of windows located in the middle of the house, and the rear of the house that do not have window weights so they have to be "propped up". She stated the five windows in the front are a little hard to open, but are in good shape.

Commissioner Walker asked the applicant if the reason for her request was to have all of the windows in the house match.

Ms. Baynham stated that the number one reason was to have all matching windows, and the number two reason is that the windows in the rear and the middle of the house are dangerous. She went on to say that the storm windows are getting old and would like to get rid of them and have them look nice.

Discussions included but were not limited to the location of the windows that will be replaced, the condition of the windows, and the type of windows that will be used for replacement. Also in discussion was the clarification of the different type of window pane configurations.

Public hearing opened at 7:22pm. As no one spoke for or against the request, the public hearing was closed at 7:22pm.

Commissioner Clipp made the motion to approve the replacement windows, five (5) in the front, and one (1) above the red gate with vinyl in kind two-over-two in the front and three-over-three type configuration in the window above the red gate. Commissioner Knipe seconded the motion, and was followed by a unanimous vote of "nay". Motion denied.

Legal Counsel Kin Sayre asked the commission to state for the record why they are denying Ms. Baynham's request for vinyl replacement windows.

Commissioner Clipp stated, as there really is no need to replace the windows, they are in good working order, and just need some maintenance. The other Commissioners agreed.

**5. CASE # HP 11-041. Caperton Train Station. Public Hearing.** Application for Certificate of Appropriateness to install signage. City of Martinsburg, applicant.

Lisa Dall'Olio, with Grove and Dall'Olio Architects, presented the request for new signage to be installed at the Caperton Train Station.

Discussions included but were not limited to sign location, dimensions of the signs, and color schemes.

Public hearing was opened at 7:37pm. As no one came to speak for or against the request, the public hearing was closed at 7:37pm.

Commissioner Walker made the motion to approve the application as presented for five (5) signs. The three (3) hanging signs on the front of the building, one (1) hanging sign on the back of the building, and the banner sign to be placed above the door on the tower as long as it meets the Banner Ordinance. Commissioner Clipp seconded the motion, and was followed by a unanimous vote of "aye". Motion carried.

**6. CASE # HP 11-042. 120 W. John Street. Public Hearing.** Application for Certificate of Appropriateness to demolish structure. Diocese of Wheeling-Charleston, applicant.

John Reardon, representing the Diocese of Wheeling- Charleston presented the request to demolish the structure at 120 West John Street.

Chairman Wood stated that in the past the Commissioners were able to go into the building that was requesting demolition to see the condition in which the building is in. He went on to ask the applicant if they would give the Commissioners permission to view the building.

Mr. Reardon stated that if it's the wish of the board he would not have a problem with that. He went on to say that an environmental assessment would need to be done before they enter the building.

Commissioner Clipp made the motion to table the case until the next scheduled meeting so a tour of the property can be done. Commissioner Jordan seconded the motion, and was followed by a unanimous vote of "aye". Motion carried.

**7. CASE # HP 11-043. 105 N. Queen Street. Public Hearing.** Application for Certificate of Appropriateness to paint, and replace facade. Robert Berens, applicant.

Blake Berens, 105 N. Queen Street, presented the request to replace all the façade on the front of the building with wood paneling, and paint it hunter green.

Discussions included but were not limited to the location in which the wood will be placed, the color of paint that will be used, and the existing fluorescent light will be removed.

Public hearing was opened at 7:50pm. As no one came to speak for or against the request, the public hearing was closed at 7:50pm.

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

**8. CASE # HP 11-045. 531 W. King Street. Public Hearing.** Application for Certificate of Appropriateness to install vinyl window sign. Lisa Hess & Associates, applicant.

Lisa Hess, 531 West King Street, presented the request to install a vinyl window decal for her accounting office.

Discussions included but were not limited to the materials being used and the location of the sign.

Public hearing was opened at 8:02. As no one came to speak for or against the request, the public hearing was closed at 8:02pm.

Commissioner Gimbel made the motion to approve the application as presented. Commissioner Jordan seconded the motion, and was followed by a unanimous vote of "aye". Motion carried.

**9. CASE # 11-046. 419 W. Race Street. Public Hearing.** Application for Certificate of Appropriateness to replace awning facade, and install sign. Sunny Mahavadi, applicant.

Kevin Nevel, contractor, presented the request to make a brand change at 419 West Race Street. He went on to say that the Mystic brand no longer exists, and the new brand logo will be Crown.

Discussions included but were not limited to color, logos, and the exact changes that will be made.

Mr. Nevel stated that the free standing sign on the corner will be taken down, because there is a new digital sign in the awning.

Public hearing was opened at 8:02pm. As no one spoke for or against the request , the public hearing was closed at 8:02pm.

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

#### **OTHER BUSINESS**

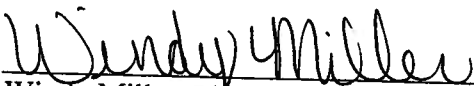
None

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

#### **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 8:09 pm.

  
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Don Wood, Chairperson

  
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Windy Miller, Planning Secretary

