



Draft Minutes

Present:

Commission Members: Mike Taylor; Karene Motivans; Caleb Hudson;

Members Not Present: Georgiann Toole

Zoning Officer: Andy Beall

Visitors: Mr. & Mrs. Jim Cain; Ari Daniels; Kathryn Bragg-Stella

Call to Order: 6:30 p.m.

Approval of Minutes: Minutes for Regular Meeting - 9/8/2014

Motion: *Motion by C. Hudson to approve, 2nd by M. Taylor and passed unanimously.*

Conflicts of Interest: None

Application Review:

Applications from Previous Meetings:		
None		None

Notes:	
Motion:	

New Applications:		
14-42	James V. Cain	Construction of a 24' x 24' carriage house style (2) car garage with loft and cupola.
	202 W. Washington	

Applicant is present and discusses the proposed project. The proposed carriage house style garage will feature metal doors, vinyl siding and vinyl windows. The Commission has concerns with the following: 1. The proposed garage is too tall in scale with the main residence; 2. Do not feel the diamond shaped batten design on the loft door is appropriate and may not weather well; 3. Proposed rolling metal garage doors not appropriate...should be wood; 4. Proposed vinyl siding not appropriate...should be wood; 5. Proposed asphalt shingle roof, while permissible, would not be desirable...HLC would prefer a metal roof; 6. Proposed 18' setback from the rear alley is not traditional...garages normally much closer to the alley.



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Notes:		
Motion:		<i>Applicant withdraws the application.</i>
New Applications:		
14-44	Josh & Kathryn Bragg-Stella	Install iron porch railing along south side of front porch steps, repaint rear porch roof "hunter green", replace rear porch gutters with half round copper and replace front porch roof with flat seamed copper roof.
	112 N. Church	
<p><i>The applicant is present and discusses the proposed project. K. Bragg-Stella describes the iron railing and points out that it will be free standing and therefore not attached to any part of the structure. She also states that the photo included is for representation purposes only and that the actual rail will differ in design. M. Taylor states that a sketch of what the iron rail will look like is needed. The applicant states she will have a sketch of the actual railing prior to the PC meeting on 10/20/14. There is some discussion regarding whether the rear porch roof will simply be scraped and painted hunter green or whether it too will be replaced with copper like the front porch. The applicant states it will depend on cost.</i></p>		
Notes:		
Motion:		<i>C. Hudson motions to approve recommendation contingent upon the applicant providing a sketch of the actual railing prior to the PC meeting and that the rear porch roof be scraped and painted "hunter green", 2nd by M. Taylor and passed unanimously.</i>

New Applications:		
14-43	Cynthia Brown	Installation of 15' L x 20" W sidewalk along south side of house next to existing sidewalk
	114 College St.	
<p><i>The applicant is not present. The Z.O. discusses the proposed application as it was presented to him by the applicant. The main purpose for the installation of the sidewalk is to divert water from the foundation of the home. The commission, though unsure as to how effective the sidewalk would be in solving the issue of water seeping into the foundation, concedes that there are no guidelines which would prevent the applicant from proceeding with the proposed sidewalk.</i></p>		
Notes:		
Motion:		<i>M. Taylor motions to approve recommendation provided the new walkway be compatible with the existing sidewalk in plane, length and composition. 2nd by C. Hudson and passed unanimously.</i>



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New Applications:		
14-45	Wendy Pepper	Display a (3) square foot hand-painted hanging business sign from the existing brackets of building.
	104 E. German	
<i>The applicant is not present. The commission reviews the proposed sign and feels it's compatible.</i>		
Notes:		
Motion:	<i>C. Hudson motions to approve recommendation, 2nd by M. Taylor and passed unanimously.</i>	

Workshop:

Ari Daniels, Discussion regarding 332 W. German. Mr. Daniels interested in purchasing the property (currently in a state of disrepair) and had questions regarding possibilities including demolition and deconstruction. Upon review of the Historic Survey, the central area of the structure is log built between 1820 and 1840. Mr. Daniels will look into the feasibility of restoring the log home to its original condition.

Continuing Business:

Guideline Revision to Metal Roofs. The commission finalized revisions to the Historic Guidelines regarding metal roofs to be voted on by Planning Commission at their next meeting. Those revisions are as follows:

ROOFS AND ROOFING MATERIALS

- a. Existing roofs should be retained in their original shape and pitch with original features such as cresting, chimneys, finials, and cupolas. Where possible, retain original roof materials such as metal shingles, slate, or standing seam metal roofing.
- b. Standing seam metal roofing shall utilize double crimped seams of approximately one (1) inch height. Ridge caps and ridge vents shall be avoided in residential applications and crimped seams shall be used at ridges. When replacing a standing seam metal roof, the width of the pan and seam height should be consistent with the original. Ideally, the seams would be hand-crimped. The original length of the pan should ideally be duplicated.
- c. A pre-painted standing seam metal roof application is permitted. If replacing a non-historic roof with a standing seam roof, use an **approximately** seventeen (17) inch width for pan and a one (1) inch seam height. **Paint color should reflect what is appropriate to the structure.**
- d. **Structures** may be re-roofed with substitute materials such as asphalt or **composition** shingles if the original roof materials are no longer present or if the retention or repair of the original roof material creates a demonstrable and



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extreme economic hardship. **In Shepherdstown, using a standing seam metal roof is most often the most appropriate selection for re-roofing vernacular style structures and is preferable to modern shingles.**

e. Roofs of new shingles should approximate the original materials as closely as possible and be in appropriate colors such as dark gray, black, brown or dark red. **Dark red or dark green** may be appropriate for Craftsman-Bungalow period buildings.

f. New dormers, roof decks, balconies, **skylights**, or other additions should not be introduced to the front of buildings. However, additions of this type may be added to the roof on the rear or sides if they will not be prominently in the public view.

g. Flat roofs should have soldered metal panels added as the surface material. However, rolled composition or EPDM rolled rubber roofing materials are acceptable if not in the public view.

h. As new roofing technologies become available they may be considered for any of the above.

New Business: N/A

Administrative Matters: N/A

Adjournment: C. Hudson motions to adjourn at 8:52 p.m., 2nd by M. Taylor and passed unanimously.