



**Draft Minutes**

**Members Present:** Keith Alexander; Carmen Slater; Rebecca Bicker

**Members Not Present:** Nicole Saunders-Meske; Tom Mayes

**Staff:** Andy Beall

**Visitors:** Jim King; Linda Walker; Ruth Brown; Justin Duewel-Zahniser; Chris Hill

**Call to Order:** 5:30 p.m.

**Approval of Minutes:** 4/8/2024 Approved

**Conflicts of Interest:**

**Application Review:**

| New Applications:   |                      | Project Description                          |
|---|----------------------|--|
| 24-09   | Ruth Brown           | Demolition of dilapidated primary structure. |
|   | 339 W. German Street |  |
| <p><i>The applicant is present and describes the need for demolition of the structure. A structural engineering report is presented which reiterates the need for demolition. As is customary, the commission agrees a second SE report paid for by the town and a site visit are in order.</i></p> |                      |  |
| <b>Notes:</b>   |                      |  |
|   |                      |  |
| <b>Motion:</b>  |                      |  |
| <p><i>C. Slater motioned to table the application pending a second SE report and a site visit. R. Bicker seconded the motion, no objections, and the motion passed unanimously.</i></p>   |                      |  |
|   |                      |  |

| New Applications:  |                        | Project Description   |
|--|------------------------|---|
| 24-12  | Justin Duewel-Zahniser | Construction of (2) connected concrete porches on front of house with a flagstone veneer-covered 25” elevation. |
|  | 107 N. Mill Street     |   |
| <p><i>The applicant is present and describes the proposed porch replacement. The commissioners concur the replacement of the rotted wood porch with concrete and stone veneer will be a needed improvement. They inquire whether handrailing will be added to the steps leading to the porch. The applicant states that he will be adding black metal railing. The commissioners agree they would like to see a sample and that the sample can be emailed to staff for review.</i></p> |                        |   |
| <b>Notes:</b>  |                        |   |
|  |                        |   |
| <b>Motion:</b>   |                        |   |
| <p><i>C. Slater motions to approve application 24-12 pursuant to page 39(b) &amp; (c) of the Historic District</i></p>   |                        |   |



**Draft Minutes**

|  |  |
|--|--|
|  | <i>Design Guidelines conditional on the submittal of a handrail sample. R. Bicker seconds the motion, no objections and the motion passed unanimously.</i> |
|  |  |
|  |  |

| <b>New Applications:</b>  |                               | <b>Project Description</b>  |
|---|-------------------------------|---|
| <b>24-13</b>  | <b>James and Linda Walker</b> | Replacement of rear pergola-roofed porch and concrete foundation with new covered porch on 6 x 6 pressure treated posts, shingle roof, stamped concrete foundation, skylights, gutters, and downspouts. |
|   | <b>204 S. King Street</b>     |   |
| <i>The applicant and contractor are present and describe the proposed rear porch replacement &amp; enclosure. The commission asks about the profile of the proposed skylights to which the contractor confirms they will have an approximate 1.5” profile and will be flat. K. Alexander refers to page 39 and 52 of the historic district design guidelines and confirms the proposals are compatible.</i> |                               |   |

|                |   |
|----------------|---|
| <b>Notes:</b>  |   |
|                |   |
|                |   |
| <b>Motion:</b> | <i>C. Slater motions to approve application 24-13 pursuant to page 39(b) &amp; (c) and 52 (a), (b) &amp; (d) of the Historic District Design Guidelines. R. Bicker seconds the motion, no objections and the motion passed unanimously.</i> |
|                |   |
|                |   |

Workshop: N/A

Continuing Business: N/A

New Business: N/A

Administrative Matters: N/A

Adjournment: Motion to adjourn at 6:22 p.m.; no objections and passed unanimously.