

Walter M. Gardner, Jr.
Mayor

Robert F. Davie Jr.
Town Administrator

TOWN OF WARRENTON

“Historically Great - Progressively Strong”

P. O. Box 281

Warrenton, NC 27589-0281

PHONE (252) 257-1122 FAX (252) 257-9219

Historic District Commission

April 28, 2014

Minutes

The Historic District Commission meeting was called to order on Monday April 28, 2014 at 5:30 PM, at the Warrenton Rural Fire Station, by Richard Hunter. Attending were Board members: Richard Hunter, Bob Shingler, Woody King, Kim Burrows and Audrey Tippet. Also attending were Robert Davie, Town Administrator, Kimberly Harding, Commissioner, and Robert Alston and Steve Mullenix, citizens. Prior minutes from the meeting held in March 2014 were reviewed. A typo was noted for correction. A motion to approve the minutes was made by Kim Burrows and seconded by Bob Shingler. The motion carried with a unanimous vote.

Steve Mullenix presented his plans for renovating the Burrows-Harper house on S. Bragg Street. He explained plans to preserve the original floor level but add a second story on the ells extending from the back of the house. No footprint will be added or altered. He showed the roof lines that would extend over the added portions to the second story and also outlined a deck to be constructed between the ells on the ground floor. This deck will need prior zoning approval by the Town Administrator and/or Zoning Board of Adjustments because it involves footings. Mr. Davie later explained the “non-conforming” status of Mr. Mullenix’s property. Eventually French double doors would be added to the deck area. Richard Hunter asked Mr. Mullenix to consider a false wall, similar to the one on the Hendricks House, that would disguise the roof line’s descent on the addition. Kim Burrows asked about materials to be used. Mullenix stated that he would salvage materials from another house and use as much original material as possible. However on the new additions he would use modern materials. He expressed interest in using OSB under weatherboard and using the same soffits on the new addition. Kim Burrows motioned to approve the Major COA for Mr. Mullenix. Audrey Tippet seconded and the motion carried with a unanimous vote.

Robert Alston described his need to remove a tree on his property which he described as diseased. The removal took place prior to receiving approval or applying for a COA from the Town Administrator, despite being notified by letter in advance. Woody King motioned to approve the work done, with a second from Audrey Tippet. The motion carried by a unanimous vote.

Kim Burrows discussed her Minor COA application and the desire to remove a pecan tree from her back yard. It was near the house, messy and undesirable. A motion was made and seconded to approve the COA. With Burrows abstaining the motion carried by a unanimous vote.

The Major COA application from Jamie Hehl Williams was considered. Pictures of similar garages to the proposed new garage were reviewed by board members. A motion to approve the COA was made by Woody King and seconded by Kim Burrows. The motion carried by a unanimous vote.

Audrey Tippet expressed concern about approved projects being changed midstream. She desires a process to verify that plans are completed according to the plans submitted to the HDC. A discussion at the prior HDC meeting outlined a plan to address the issue, which included assigning an HDC board member to visit sites and review work. The windows in the Sondgeroth building were discussed as was the status of fines against Mr. Sondgeroth. Woody King spoke with Sondgeroth directly and Bob Shingler with Nick Bagshawe regarding the windows. It was deemed appropriate to send a letter from the HDC outlining possible resolutions to the fines and building. Kim Burrows will compose the letter and receive and include a copy of the letter sent by the town attorney outlining the fines to Mr. Sondgeroth.

Mr. Davie executed and signed the Major COA for Steve Mullenix and Minor COA for Kim Burrows.

With no further business the meeting adjourned.