

## Draft Minutes

### Shepherdstown Historic Landmarks Commission

October 14, 2009

Town Hall 7 p.m.

1. Call meeting to order. 7 p.m. Members present; Chair Susan Nash, Jay Hurley, Alice Chakmakian, John Shank.
2. Approval of September 17, 2009, minutes. J. Shank move to accept the minutes as written; A. Chakmakian seconded; approved unanimously.
3. Conflicts of Interest. None reported, none known.
4. Visitors. Tripp Lowe.
5. Administration Report: **BZA:** There will be a BZA hearing 6:30 p.m. on October 20, 2009, with Corporation of Shepherdstown seeking variances in relation to a new town hall. **Public Meeting:** The Shepherd University annexation public meeting will be October 22, 2009, 6:30 p.m. at the Entler Hotel. **Blasting Ordinance:** The Blasting Ordinance passed first reading by the Town Council. **Historic Survey Update:** David Taylor reports that all of the descriptions are complete and currently being entered into the database; and he will input the Statements of Significance and the other information.
6. Applications:

**#09-31, Yellow Brick Bank (Ken and Tripp Lowe), 201 East German Street.** Fence and gate on Princess Street side to shield view of trash area. Enclose a wood storage area in rear. Install six (6) electric/gas lights on the exterior the building. As the HLC approved the trash enclosures in the September 2009 session, only the exterior light fixtures are under review. Applicant explained that the installation of the lights would consist of a small, thin silver piping which would run in the joints and be less obtrusive. J. Hurley pointed out that the proposed lights will need an igniter unless the YBB staff manually light them; he felt could be lit by a low voltage electric igniter, which requires only 24 volts, and could be accomplished with two small electric wires running along the piping and no conduit should be needed. HLC reviewed all the provided photo examples of fixtures; J. Hurley

sought agreement with the applicant to wait until November 2, 2009, to make a final selection; applicant agreed. J. Hurley moved to make a final review in a special session on November 2, 2009; J. Shank seconded; approved unanimously.

*#09-37, Janice Offutt, 103 N. Duke St, install five pairs of shutters on front (West side) and two pairs of shutters on side (Southwest) of the house.*

S. Nash questioned if the house had ever had them; since the applicant was not in attendance, it was presumed that the proposal for shutters is a decorative comment. J. Shank felt the shutters would not detract from the appearance of the house. J. Hurley countered the appropriateness question with a question regarding, for example, handrails—if the handrails never existed, how can the HLC approve having them? A. Chakmakian asked if the HLC felt the shutters are appropriate for the house at this time? S. Nash said it would be easier to accept the proposal if the house had shutters at some point in the past; the major presentation sides of the building and the HLC should take seriously the integrity of the building. Other HLC members felt that in addition to a front porch that was removed some years ago, the house had been changed so much that shutters would not detract from its appearance. J. Hurley moved to recommend approval of the application; J. Shank seconded; motion passed unanimously.

Continuing Business: In relation to application 09-30: The September 2009 meeting, HLC approved the design of a wrought iron handrail for the rear entrance of 220 West German Street; the concern with approving the design of the front railing was the design was indistinct/unclear, and the HLC requested more information. J. Hurley went with applicant Glenn Kinser to Eric Johnson's blacksmith shop; J. Hurley reported that it is impossible to criticize what the applicant and E. Johnson have done, using approximately two years researching and designing handrails for the applicant's home. As the original sketch of proposed front handrail was at issue, J. Hurley reported that the handrail is not going to look like the drawing, but better. J. Hurley moved to approve the front handrail design; J. Shank seconded; approved unanimously.

**New Business:** Introduced the question of “demolition by neglect” for inclusion in the Historic Guidelines.

**Adjourn:** 8:15 p.m.