

**Town of Stephens City Historic Preservation
Commission Minutes
Tuesday, April 17, 2012 (5:00 p.m.)**

The Town of Stephens City Historic Preservation Committee held their meeting on Tuesday, April 17, 2012 at 5:00 p.m.

Attendees:

Chairman, Allen Barley
Susan Boyd
Ben Cooley
Carol Horne
Gary Kula
Byron Smith

Absent:

David Edwards

Staff Present:

Town Planner, Brian Henshaw

Also Present:

Herbert Creel

Call to Order:

With a quorum present, Chairman Barley called the meeting to order at 5:00 p.m.

Chairman Barley welcomed all to the meeting and asked if there were any announcements.

Chairman Barley entertained a motion to approve the minutes.

Commissioner Boyd made a motion to approve the minutes. Commissioner Horne seconded the motion.

The motion was approved.

Action Items:

Certificate of Appropriateness 12-02 – 5335 Main Street – Herbert Creel

Mr. Henshaw briefly presented the application for Mr. Creel for a sign and a barber shop pole for his Barber Shop.

In general the commissioners felt that this is the type of signage that the HPC encourages within the Historic District. The commissioners inquired about the materials to be used and Commissioner inquired about the size of the sign. Mr. Creel stated that the sign would be made of metal, would be red, white and blue and would be approximately 3 x 4.

There being no additional questions, Chairman Barley stated he would entertain a motion.

Commissioner Kula moved to approve the Certificate of Appropriateness as presented. Commissioner Smith seconded the motion.

The motion passed.

Discussion:

Update on becoming a Certified Historic District within the State:

Mr. Henshaw congratulated the HPC for their work and notified the commissioners that the Town is officially a Certified Local Government. Mr. Henshaw stated that this would allow them to apply for grants through the program and start performing regular historic audits to determine contributing and non-contributing structures.

Set up a Fall Seminar about Historic District:

Mr. Henshaw briefed the Commissioners that he is still working on setting up a meeting with the Director of the Blue Ridge Realtors Association, a couple of realtors, David and Byron to discuss the parameters of creating a workshop for realtors. He also mentioned that he would be meeting with Mr. Jim Vickers and would also discuss the possibility collaborating on the workshop as well.

Mr. Henshaw also asked the Commissioners what they would like with regard to continuing education and training with regard to serving on the HPC. Mr. Kula stated that he would like to have some additional training and education with regard to the Secretary of Interior's Standards for Rehabilitation. Mr. Henshaw stated that he would see if he could provide the Commissioners with a summary of the Standards for Rehabilitation.

Mr. Henshaw also stated that he would be working on setting up some additional training and education opportunities for the HPC either at the next meeting or the early fall.

General:

The Commissioners also each took individual photos for the Town's website to put more of a face to HPC within the Historic Preservation section of the Town's newly remodeled website.

Adjourn:

Without any additional business, Chairman Barley adjourned the meeting at 5:35 p.m.