

**Town of Stephens City Historic Preservation
Commission Minutes
Tuesday, December 11, 2012 (5:00 p.m.)**

The Town of Stephens City Historic Preservation Committee held their meeting on Tuesday, December 11, 2012 at 5:00 p.m.

Attendees:

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

Absent:

David Edwards
Carol Horne

Staff Present:

Town Planner, Brian Henshaw

Also Present:

Dwight Miller

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 wished everyone in attendance a Merry Christmas and Happy New Year

Chairman Barley entertained a motion to approve the minutes.

Commissioner Smith made some minor changes to the minutes as presented. Commissioner Kula made a motion to approve the minutes as amended. Commissioner Cooley seconded the motion.

The motion was approved.

Action Items:

Certificate of Appropriateness 08-12 – 5387 Main Street– Pam Miller

Mr. Henshaw briefly presented the COA application and highlighted that the application did not present any Zoning issues and that the proposed storage building would meet all setbacks. The commissioners asked some general questions with regard to what types of materials the garage door, the roof or portions of the storage/ work shed would be made out of. Mr. Miller stated that they have decided to make the storage/work shed to replicate the look of the house the best they can with regard to the siding matching that of the back half of the house and would include shutters that matched the house as well. Mr. Miller also stated that the garage door would be made of commercial grade aluminum and that the roof would be covered in asphalt shingles.

Commissioner Smith acknowledged the efforts of Mr. Miller and the owner Pam Miller with regard to honoring the contributing structure; however he did recommend that the pitch of the roof match the pitches of the house. Mr. Miller stated that they are going to replicate the roof coming off the kitchen with regard to the pitch on the storage/work shed.

Hearing no other comments, Chairman Barley opened the floor up for a motion.

Commissioner Smith moved to approve the storage/ work shed as presented and discussed. Commissioner Cooley seconded the motion.

The motion passed.

Discussion:

Consignment Shop at Cardinal Electric:

Mr. Henshaw just updated the Commission on the opening of a new consignment shop in the old Cardinal Electric Office Building and that he may have to approve a temporary sign permit at the location before their next scheduled meeting. Mr. Henshaw stated that the use was allowed and that the only thing for the HPC to approve or disapprove was any changes to the outside of the building or with regard to signage.

Reminder about Christmas Dinner:

Mr. Henshaw briefly reminded all those in attendance about the Town's Christmas Dinner.

Adjourn:

Without any additional business, Chairman Barley adjourned the meeting at 5:28 p.m.