**Walter M. Gardner, Jr. Robert F. Davie Jr.**

**Mayor Town Administrator**

**TOWN OF WARRENTON**

*“Historically Great - Progressively Strong”*

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**Historic District Commission**

**Regular Meeting**

**January 23, 2017**

**Minutes**

The Warrenton Historic District Commission met on Monday, January 23, 2017 at 5:30 PM at the Warrenton Rural Fire Station. Present were members: Richard Hunter, Michael Coffman, Joan Arbuthnot, Audrey Tippett, Bob Shingler and Kim Burrows. Also present were: Kenny Clayton - citizen, Brent Purdum from Triangle Site Design, Al Rivers from Coldwell Banker, Cathy Alston-Kearney – citizen, Mark Hargett from Hood Herring Architects and Town Administrator Robert Davie. The Meeting was called to order by Chairman Richard Hunter.

**Old Business**

None

**New Business**

There were two COAs for consideration.

Richard Hunter began with the COA for demolition of the old Tar Heel Tire site on E. Macon Street. Kenny Clayton, property owner, explained the proposed sale to Glandon Forest and application for a demolition grant with NC Commerce by the Town of Warrenton was applied for on behalf of Glandon Forest. A Dollar General store is proposed to be erected on the site. Richard Hunter asked if all materials would be removed from the site. Clayton replied yes. Audrey Tippett asked who was responsible for demolition and if environmental diligence had been performed. Clayton replied Glandon Forest was responsible for demo and that the property had been deemed environmentally clean, years ago and also just recently. Robert Davie explained the process and details of the Town’s grant application. Tippett asked if the sale was contingent on the grant. Al Rivers replied yes. Kathy Alston-Kearney asked if the retaining wall next to the church would be maintained. Brent Purdum and Mark Hargett stated that the plans showed the retaining wall would remain and may be improved. Michael Coffman motioned to approve the plans as submitted, with a second from Tippett. The motion was approved by unanimous vote.

For the second COA, Richard Hunter asked Brent Purdum to describe plans for construction of the proposed Dollar General. He explained that the building would be situated to the rear and east on the lot and parallel lengthways to E. Macon St. Thirty-seven parking spaces would wrap around the front and west sides of the building and lot. Robert Davie explained that there would be a zoning board hearing regarding the 37 parking spaces as they did not meet current code requirements. Dumpsters placed at the west rear part of lot. Retaining wall next to church preserved. Kim Burrows asked what the building would look like. Mark Hargett stated it would be similar to the images provided in the packet – a combination of both images, with center projection of stucco material, brick on three sides with brick pilasters across the front. Purdum indicated that standard landscaping of Trident maples or dwarf magnolias would be installed as well as curb and gutter along E. Macon St. Audrey Tippett asked where church parishioners parked on Sundays. Cathy Alston-Kearney responded typically in the Tar Heel Tire lot or behind the church. Michael Coffman motioned to approve the COA for construction of the Dollar General with second by Kim Burrows. The motion was approved by unanimous vote.

There being no other business the meeting adjourned at 6:45 PM. Respectfully submitted this the 25th day of January 2017.

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Robert F. Davie Jr.