

P.O. Box 281

Walter M. Gardner, Jr. – Mayor Warrenton, NC 27589-0281

Robert F. Davie, Jr. – Town Administrator (252) 257-1122 Fax (252) 257-9219

www.warrenton.nc.gov

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Historic District Commission**

**Regular Meeting**

**June 25, 2019**

**Minutes**

Chairman Richard Hunter called the meeting to order. Other board members present were Michael Coffman, Audrey Tippet, Marsha West, Anne Harris, Michelle Fockler and Bob Shingler. Citizens present were David and Evelyn Woodson, Alice Smithey, John and Selena Mooring as well as Town Administrator, Robert Davie.

A COA application was submitted at the meeting by David and Evelyn Woodson. Prior to the meeting the Woodson’s received a letter from the Town Administrator reminding them of a need for a COA for any work on their historic structures. Davie noted that in a prior phone conversation Evelyn Woodson stated that a search warrant would be needed to review their plans onsite.

Chairman Hunter asked the applicants to describe the work they hoped to accomplish. David Woodson described a two room shed on foundation, aged approximately 75 years, with floor rotten on one side and plants growing through it. Three contractors stated the shed needed to be torn down. Woodson’s were concerned for safety of family and others. George Humphries, the selected contractor, will be taking the roof off, putting siding back on and bead board on the interior. The roof and siding will be of similar material with salvaged wood being reused as possible. The intended paint color is white.

It was noted that deconstruction work had already begun without an approved COA. Richard Hunter read the application and stated that no diagrams were provided. Ann Harris asked why an application was not submitted prior to work being done. Marsha West pointed to the letter sent by the Town Administrator and stated that there would not be a problem if the Woodsons had just followed the guidelines.

David Woodson stated that he didn’t think an approval was needed. Audrey Tippet noted that prior COAs for the Woodsons had gone fairly smoothly. The Town Administrator stated that the process had not been followed on the application submitted at the meeting and that letters to neighbors and a complete application with drawings and photos are needed. Michael Coffman motioned to allow time to submit a complete application, develop findings of fact and notify neighbors and reconvene as soon as possible. Anne Harris seconded the motion and the motion was approved by unanimous vote.

Several Board Members cautioned the Woodsons not to continue with work until a COA is approved. Richard Hunter suggested working on the inside as much as possible.

With no further business Bob Shingler motioned to adjourn. The meeting was adjourned.