**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**

**September 26, 2016**

**Minutes**

The Warrenton Historic District Commission met on Monday, September 26, 2016 at 5:30 PM at the Warrenton Rural Fire Station. Present were members: Richard Hunter, Michael Coffman, Marsha West, Joan Arbuthnot and Kim Burrows. Also present was citizen: Dorothy Linden and Town Administrator Robert Davie. The Meeting was called to Order by Chairman Richard Hunter, roll call taken, and the minutes of the July 25, 2016 meeting were reviewed. On a motion by Michael Coffman and with second by Joan Arbuthnot the minutes were voted on and approved.

There was one Certificates of Appropriateness to be acted upon. Richard Hunter called on the Dorothy Linden to discuss her COA application. Ms. Linden described their intentions to replace two doors on the front of her house with vinyl windows. The original central entrance has already been opened back up and these doors remain from the duplex ere of the house. Richard Hunter, whose parents lived in the house, noted that the house had been a duplex for 60 years or more. Vinyl windows and wooden window alternatives were discussed in detail and it was determined that wooden windows, the size of the other window openings, should be used in order to comply with the Historic District Guidelines. Although no wooden windows were proposed in the COA, the board saw fit to approve the wooden window replacements so that Ms. Linden can proceed without delay with her renovation and USDA grant funding. The Commission also permitted Ms. Linden to keep the doors as they are and/or repair them, which does not require a COA. Kim Burrows motioned to approve the wooden windows, six over six and the same size as the other windows on the side of the house. Joan Arbuthnot seconded the motion and the motion was passed by unanimous vote.

**Old Business**

None

**New Business**

None

There being no other business the meeting adjourned at 6:15 PM. Respectfully submitted this the 27th day of September 2016.

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 Robert F. Davie Jr.