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TOWN OF WARRENTON
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**Historic District Commission
Called Meeting
December 15, 2014
Minutes**

The special Historic District Commission meeting was called to order on Monday December 15, 2014 at 5:30 PM, at the Warrenton Rural Fire Station, by Richard Hunter. Attending were Board members: Richard Hunter, Bob Shingler, Kim Burrows, Joan Arbuthnot and Audrey Tippet. Also attending were Robert Davie, Town Administrator, Kimberly Harding, Commissioner and Robert Alston and Gary Brannock, citizens.

Robert Alston described the proposed tree removal request in his COA application along Front Street across from the freezer locker. The trees were noted to have been planted close to the street as well as too close to the duplex. The trees were also noted to have been limbed up rather significantly already. Kim Burrows motioned to approve the COA based on stated damage by Mr. Alston. Joan Arbuthnot seconded the motion and the motion passed with a unanimous vote.

Gary Brannock filed a COA for permission to remove the wooden window sashes in the house he purchased on South Main St. and replace them with vinyl replacement windows in the same style and size as the wooden window sashes he removed. Audrey Tippet described phone calls to building supply companies that demonstrated the expensive nature of replacing wood windows. Richard Hunter indicated the house under consideration was the house known as the Bobby Lynch house on South Main Street. Hunter asked if the windows were damaged. Gary Brannock indicated that they were encapsulated in lead. Robert Davie inquired if the windows could be removed and dipped into a solution to remove lead paint. He told that Susan B. Harris was having the wooden windows in the building she just bought on Market Street dipped by a concern in Roxboro. Gary Brannock indicated that sills were damaged as well. Richard Hunter asked if the front windows could be kept. Brannock stated that he wanted to replace all or none at the same time. Audrey Tippet discussed similar considerations in Louisburg, NC, for which vinyl windows are allowed. Hunter indicated that some houses, such as his own home, should never have vinyl windows, as it would ruin the historical structure. All agreed. Inquiries were made as to whether the committee had the authority to overrule the guidelines. A further discussion of the nature of the HDC guidelines and ordinances ensued. Pending changes by the Board of Commissioners and recommendations by the committee to the Board, a motion was made to approve the vinyl window replacement for Mr. Brannock. Motion by Kim Burrows was seconded by Audrey Tippet. The motion was approved. Richard Hunter discussed the possibility of removing some properties from the list of contributing structures as a possible solution to submit to the Board. (At the time of the establishment of the historic district all properties within the district were included as contributing structures.) Most agreed with this approach.

With no further business the meeting adjourned.