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**Historic District Commission**

**January 24, 2022**

**Minutes**

Chairman Richard Hunter called to order a meeting for the Historic District Commission at 5:30 PM at the Warrenton Town Hall. Also attending were Town Administrator Robert Davie, Tracy Stevenson, Michael Coffman, Marsha West, Cynthia Jenkins, and Anne Harris. A quorum was present. Applicant Heather Sargent was present.

Michael Coffman made a motion to approve the November meeting minutes, which was seconded by Cynthia Jenkins. The motion was approved by unanimous vote.

**416 S. Main Street COA**

Desmond Goldston has requested to install a wooden utility building at rear of property. Anne Harris made a motion to approve the COA, which was seconded by Michael Coffman. The motion was approved by unanimous vote.

**123 N. Front Street COA**

Heather Sargent has requested to replace broken concrete walkway with pea gravel, to replace front and back porch lights, and to install a white picket fence around the HVAC unit. Anne Harris made a motion to approve the COA, which was seconded by Marsha West. The motion was approved by unanimous vote.

**107 – 111 N. Main Street COA**

Ahmed Ibrahim has requested to replace wooden framing under storefront windows with matching brick. After some discussion, the group decided that a COA was not necessary for this request, but asked Town Administrator, Robert Davie, to notify Mr. Ibrahim that the black tiles on the exterior must be replaced after repairs are made.

**406 N. Main Street COA**

Nick Bagshawe has requested that the Historic District Commission postpone review of his COA until the February meeting due to scheduling conflicts.

**410 S. Main Street**

Juan Garcia has requested to construct a two-room addition to back of residence. Michael Coffman mad a motion to approve the COA, which was seconded by Anne Harris. The motion was approved by unanimous vote.

Town Administrator, Robert Davie informed Commission members that the N. C. Legislature has approved a new general statute which states that any property within a state approved historic district must complete a Certificate of Appropriateness for any exterior changes to the historic property. The Commission members suggested that Mr. Davie advertise this in the local newspaper so that property owners are aware that this is a state requirement not just a requirement for the Town’s Historic District ordinances.

With no further business, the meeting was adjourned.