**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**

**June 1, 2015**

**Minutes**

The Warrenton Historic District Commission meet on Monday, June 1, 2015 at 5:30 PM at the Warrenton Rural Fire Station. Present were members Audrey Tippett, Woody King, Bob Shingler, and Richard Hunter. Absent were Marsha West, Joan Arbuthnot and Kim Burrows. Town Commissioner, Kimberly Harding was also present. The Meeting was called to Order by Chairman Richard Hunter and the minutes of the April 27, 2015 meeting were reviewed. On a motion by Wood King and as second by Audrey Tippett the minutes were voted on and approved.

There were not Certificates of Appropriateness to be acted upon. A brief discussion was held about what Richard Hunter should present to the Board of Commissioners at the June 8, 2015 meeting. It was decided that he should talk about the workshop with Margaret Henderson.

A general discussion was held concerning the public notice of liens on property that had failed to comply with a decision of the HDC; ie. Sondegroth building. This is a matter that the HDC decided should be discussed with the Town Attorney.

Richard Hunter reported that he had spoken with the City Planner for Wake Forest and they were agreeable for us to copy their brochure concerning – A Citizen’s Guide to the Certificate of Appropriateness Process. Kimberly Harding will select pictures for the brochure and Richard Hunter will edit and discuss with the Town Administrator about printing and mailing to all citizens. It was suggested that an icon of some kind be used similar to the tree on the Wake Forest brochure.

Kimberly Harding discussed various types of signage that could be placed around town to denote the boundaries of the historic district.

Richard Hunter inquired about the introduction of a Demolition by Neglect Ordinance similar to the one used in Edenton. Woody King said that he thought the Vacant Properties ordinance already addressed the problem.

There being no other business the meeting adjourned at 6:15 PM. Respectfully submitted this the 1st day of June 2015.

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 Richard E. Hunter, Jr.