

## Camden Historic Landmarks Commission (CHLC)

Regular Meeting Minutes

Tuesday, March 7, 2017

6:00 PM

City Hall

### Present:

Donna Freyer, Chair

Allen Roberts

William "Rusty" Major

Becky Kline Witwer

Mary Foster Cox

Amy Eudy (staff)

Guest(s): Judy Dill

### 1. Call to order

A quorum being present, Ms. Freyer called the meeting to order.

### 2. Approval of minutes

Ms. Freyer entertained a motion to accept the minutes from the February 7, 2017 meeting.

Mr. Roberts made a motion to accept the minutes and Ms. Witwer seconded the motion, which was approved unanimously.

### 3. Review of Certificates of Appropriateness (COA):

(Detailed information pertaining to COA reviews is available through the Building Department)

#### A. COA applications for Commission review

##### # 7.17

- **1822 Brevard Place**

Owner: Judy Dill

Project Description: Replace flat roof with painted metal hip roof.

- **Motion:** Ms. Cox made a motion, seconded by Mr. Major, followed by discussion, to approve the COA #7.17 as presented. The motion carried unanimously. (Section 2.47 of the Design Guidelines will be given to Ms. Dill, as requested, for compliance.)

#### B. Staff approved COA applications

#5.17: 1417 Broad Street – Re-roof with same materials and color

#6.17: 1501 Lyttleton Street – Re-roof with same materials and color

- **Motion:** Mr. Major made a motion to accept the staff approved COA applications into the record. Mr. Roberts seconded the motion. A vote was not taken.

### **C. Interior Changes - None**

### **4. Old business**

A. Election of vice-chair: Mr. Allen Roberts accepted the nomination to become to the vice chair.

- **Motion:** Ms. Witwer made a motion to accept Mr. Roberts as vice chair. Mr. Major seconded which was unanimously.

B. Discussion of the Annual Awards Ceremony

- The ceremony will take place Tuesday May 9<sup>th</sup>, 2017 at the Camden City Council Meeting. Juice and cookies will be provided in the foyer area outside of Council Chambers (Amy / Shawn / Julie Lee / Rusty will help with this). A booklet will be created for the award ceremony. Each award recipient will receive an invitation in the mail on city letterhead. Johnny Deal or Jim Tatum will be asked to take pictures.

### **5. New Business**

A. What is the process or possibility of creating a new historic district?

B. What can we do to educate the community about the difference between local historic districts (Logtown, Sarsfield, and Kirkwood), individual designations, and the National Register of Historic Places.

### **6. Adjourn**

Mr. Roberts made a motion to adjourn the meeting. Mrs. Cox seconded the motion which was approved unanimously.