

**Camden Historic Landmarks Commission (CHLC)**

Regular Meeting Minutes  
Tuesday, December 1, 2015  
6:00 PM  
City Hall

**Present**

Donna Freyer, Chairman  
Allen Roberts  
Mary Foster Cox  
Shawn Putnam (staff)

**Guest(s):** Howard Wallace, William Cantey, Bill Ellsworth, Jerry Chivers

**1. Call to order**

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

**2. Approval of minutes**

Ms. Freyer entertained a motion to accept the minutes from the November 3, 2015 meeting. Mr. Roberts made a motion to accept the minutes and Ms. Cox 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 and the CHLC)

**A. COA applications for Commission review**

**# 36.15**

- **171 Chesnut Street**

Owner: Ronna Creed

Project Description: Replace driveway; add fence in back yard

- **Presentation of Project**

Mr. Putnam introduced Mr. Wallace to explain the application. The project involves removing the existing concrete driveway and replacing it with a packed crush and run material with a top layer of pea gravel. The driveway would be edged in brick. There would be a brick apron at the street and a small brick patio at the front door. Landscaping in the front yard would be replaced with more appropriate sod and trees. The rear porch would be replaced with a brick patio to make the space more usable. The existing wood fence in the back yard would be extended to go along the entire length of the east side of the back yard.

- **Motion**  
Mr. Roberts made a motion, seconded by Ms. Cox, followed by discussion, to approve the COA #36.15 – 171 Chesnut Street as presented. The motion carried unanimously.

#### # 37.15

- **127 Union Street**  
Owner: Kyle Cassidy  
Project: Replace front door of house
- **Presentation of Project**  
Mr. Putnam introduced Mr. Cantey to explain the application. Mr. Cantey explained the existing front door has termite damage and needs to be replaced. The owner would like a new door with transoms across the top of the door. Mr. Cantey noted that the door would be black and not red as indicated in the picture provided.
- **Motion**  
Ms. Cox made a motion, seconded by Mr. Roberts, followed by discussion, to approve the COA #37.15 – 127 Union Street as presented. The motion carried unanimously.

#### # 38.15

- **101 Kirkwood Lane**  
Owner: Ned & Caroline Barnes  
Project: Porch addition
- **Presentation of Project**  
Mr. Putnam introduced Mr. Ellsworth to explain the application. Mr. Ellsworth stated the project was to add a porch to the side of the house. It would have a metal roof and be constructed of brick that was recovered from a chimney that was previously removed. The brick and mortar will match that on the house and the trim would be wood painted white.
- **Motion**  
Mr. Roberts made a motion, seconded by Ms. Cox, followed by discussion, to approve the COA #38.15 – 101 Kirkwood Lane as presented. The motion carried unanimously.

#### # 39.15

- **1037 Broad Street**  
Owner: Jerry Chivers  
Project: Install sign on commercial building

- **Presentation of Project**

Mr. Putnam referred members to the picture of the sign provided. The sign is consistent with the design guidelines. It is an appropriate size, is flush mounted and only raised a minimal amount from the wall, does not hide or damage any architectural features and features colors that are compatible with the building front.

- **Motion**

Ms. Cox made a motion, seconded by Mr. Roberts, followed by discussion, to approve the COA #39.15 – 1037 Broad Street as presented. The motion carried unanimously.

## **B. Staff approved COA applications**

### **#35.15**

- Owner: Dan & Sweet Miller  
Address: 161 Chesnut Street  
Re-roof with the same color and same materials.

**Motion:** Mr. Roberts made a motion to accept the staff approved COA applications into the record. Ms. Cox seconded the motion which was approved unanimously.

## **C. Interior changes**

### **#5.15**

- Owner: Ned & Caroline Barnes  
Address: 101 Kirkwood Lane  
Renovate kitchen, bedroom and back porch.

**Motion:** Mr. Roberts made a motion to accept the interior change COA applications into the record. Ms. Cox seconded the motion which was approved unanimously.

## **4. Old business**

- Commission members asked Mr. Putnam to look into the possibility of having a workshop on the Bailey Bill ordinance.

## **5. Adjourn**

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