

CITY OF DOVER
HISTORIC DISTRICT COMMISSION
December 21, 2017

The Regular Meeting of the City of Dover Historic District Commission was held on Thursday, December 21, 2017 at 3:00 PM with Chairman McDaniel presiding. Members present were Chairman McDaniel, Mr. Czerwinski, and Ms. Horsey. Mr. Jackson was absent.

Planning Office Staff members present were Mrs. Melson-Williams, Mrs. Purnell and Mr. Swierczek.

APPROVAL OF AGENDA

Ms. Horsey moved for approval of the agenda as submitted, seconded by Mr. Czerwinski and the motion was unanimously carried 3-0. Mr. Jackson was absent.

ADOPTION OF MINUTES OF THE REGULAR HISTORIC DISTRICT COMMISSION MEETING OF SEPTEMBER 21, 2017

Ms. Horsey moved for approval of the minutes of September 21, 2017, seconded by Mr. Czerwinski and the motion was unanimously carried 3-0. Mr. Jackson was absent.

COMMUNICATIONS & REPORTS

Summary of Applications 2016 and 2017

Mrs. Melson-Williams stated that there were six (6) applications in 2016. There is still activity related to the Carriage House at 2 Kings Highway. For 2017, there have been four (4) applications.

Summary of Architectural Review Certifications for 2017

Mrs. Melson-Williams stated that there have been a total of thirty-four (34) permits in the Historic District. Most of them have been for interior projects which Staff reviews to make sure that there is no impact to the outside. Thirteen (13) of the thirty-four permits did not require Architectural Review Certification. Of the thirty-four (34) permits issued seven (7) were building interior renovations, one (1) accessory structure, twelve (12) signage (10 signs with 2 Temporary Signs), four (4) exterior projects, four (4) roofs, two (2) Administrative Permits, a Building Permit, a Fence Permit and a Demolition Permit.

Department of Planning & Inspections Update

Mrs. Melson-Williams stated that on December 11, 2017, Mr. Dave Hugg was made the City Planning Director.

NEW APPLICATIONS

1. HI-17-04 Governors Café Kitchen Addition at 144 Kings Highway SW – Public Hearing and Review for Action on the Architectural Review Certification associated with the construction of a one-story addition to the kitchen for the Governors Cafe. The Governors Café is located within the existing building at 144 Kings Highway SW. The property is zoned RGO (General Residence and Office Zone) and is subject to the H (Historic District Overlay Zone). The

property is located at the southernmost intersection of American Avenue and Kings Highway. The owner of record is Cahall Properties, LLC. Address: 144 Kings Highway SW. Tax Parcel: ED-05-077.05-04-40.00-000. Council District 2.

Mrs. Melson-Williams gave a brief overview of the Application and Staff Report.

Representative: Mr. William Byler, Architect and Mr. Raymond Searles

Mr. Byler stated that Mr. Searles came to him a few months ago wanting to pursue the possibility of an addition onto the back of the building to expand the kitchen facility to better serve his clients and to have more food options. Mr. Byler developed the addition based on what was available on the site for them. The addition includes equipment to prepare and refrigerate food, to have a freezer, etc. There is an existing wall within between the two that will be opened up so that the kitchen will flow better. They have attempted to propose exterior materials that would fit into the historic nature of the existing house or building structure and to compliment the building. There are some conditions and recommendations by Staff that they agree with and support. He referenced (page 4-item 2b) regarding the clarification of the material and type of the paneled door and the associated railings system for the entry proposed for the addition. They are proposing a 6-panel painted metal door and frame. They feel that the door gets a lot of use with Staff and deliveries. The railings on the side of the step would be black aluminum. They also have a mechanical equipment for the refrigeration unit that they are tempting to shield behind a raised parapet. They wanted to come as close as possible to the parapet with the proposed elevation without brackets. They do understand that the plans are subject to the Building and Fire Codes.

Mr. Searles stated that they are basically trying to make it more of a restaurant. Everything that is currently done in the restaurant is electric. They are installing walk in boxes on the inside. This will hide the exhaust system and limit any noise in the neighborhood. Business hours and seating will remain the same. We just want to do better at being able to serve food and that is what the customers have been asking for. It's satisfying the customer's request to have a restaurant. No one can really see in the back because of the buildings (offices) on each side. He has not had any complaints regarding the addition. The building is 95% of their drawings and there is nothing he would want to change. The owner of the building Mr. Cahall who is a builder by trade will also be doing the construction. Mr. Cahall loves the building and is always asking how he can improve the building. They care about the building and do not want to change anything historically.

Mr. Czerwinski questioned how extensive were the breakthroughs into the original structure. Mrs. Melson-Williams replied if you look at the outside photograph of the west wall of the rear wing moving right to left there is a window and a door that will stay. The next door and double window area is where the wall gets broken out to the larger connection space between the existing kitchen area and the new proposed addition.

Mr. Searles stated that where the light was located is where the wall goes all the way through on the other side of the building.

Ms. Horsey questioned whether the siding was wood and painted? Mr. Byler replied yes.

Ms. Horsey questioned whether the metal hollow door actually look like metal hollow doors because they can be really ugly and she asked if they were painted? Mr. Byler replied yes and that they were proposing a 6-panel door which is shown on the elevation.

Mr. McDaniel stated that he visited the site and you would really have to get back behind the building in order to see the addition. It is not really noticeable.

Ms. Horsey questioned whether the color of the new addition was the same as the brackets, cornice and window trim. Mr. Searles replied absolutely.

Mr. McDaniel stated that this is the first time in a while that they have seen wood siding.

Mr. McDaniel opened the public hearing.

Mr. McDaniel closed the public hearing after seeing no one wishing to speak.

Mrs. Melson-Williams stated that Staff is aware that there were people who saw the sign. There was one individual who came in to look at the packet. They did not have any concerns.

Mr. McDaniel asked where the sign was posted. Mrs. Melson-Williams replied on the main entrance side towards the Governor's Mansion.

Mr. McDaniel asked if the color of the sign was yellow. Mrs. Melson-Williams replied yes, it was a bright yellow sign that announces the hearing. The public notice that they had to complete also involved mailing to property owners within the 200-feet of the site.

Mr. McDaniel stated that it was probably a lot of property owners. Mrs. Melson-Williams stated that there were eleven (11) property owners within the 200-feet of the site.

Ms. Horsey moved to approve Application HI-17-04 Governors Café Kitchen Addition at 144 Kings Highway SW to include Staff Recommendations, six (6) panel metal door, black aluminum railings, and painted wood siding. The motion was seconded by Mr. Czerwinski and unanimously carried 3-0. Mr. Jackson was absent.

NEW BUSINESS

Resolution of Col. Richard E. Scrafford, USAF (Retired)

Mrs. Melson-Williams stated that provided in the packets was a draft resolution commemorating Col. Scrafford's years of service on the Historic District Commission. He has already been recognized by City Council for his years of service on both the Historic District Commission and the Library Commission.

Mr. McDaniel moved to adopt the resolution in honor of the Historic District Commission member Col. Scrafford with any necessary corrections. The motion was second by Mr. Czerwinski and unanimously carried 3-0. Mr. Jackson was absent.

Mr. McDaniel asked Mrs. Melson-Williams if she had information regarding anyone filling the seat. Mrs. Melson-Williams replied the Mayor asked her about it today recognizing that there was a seat he needed to fill. If the Historic District Commission has any suggestions, Staff can take them and forward to the Mayor. The Mayor makes the appointment and it has to be confirmed by City Council. There is currently one vacant seat and Mr. Jackson's term technically ended in July; he has not completed the reappointment process.

Col. Scrafford served on the Historic District Commission since April 1998- October 2017.

Review of Permits Referred to Commission: There was none.

Annual Meeting of Historic District Commission

Election of Chairman and Vice Chairman

Mr. Czerwinski moved to reelect by acclamation Mr. McDaniel as Chairman for the Historic District Commission. The motion was seconded by Mr. McDaniel and unanimously carried 3-0.

Mr. Czerwinski moved to reelect by acclamation Ms. Horsey as Vice Chairman for the Historic District Commission. The motion was seconded by Mr. McDaniel and unanimously carried 3-0.

Meeting & Deadline Schedule for 2018

Mrs. Melson-Williams stated that the meeting date will remain as the third (3rd) Thursday of each month at 3:00pm. The deadline date to file an application has to be at least 30 days prior to the meeting date. The Meeting and Deadline Schedule for 2018 were provided to all members. The By-laws state that the Historic District Commission meeting must meet quarterly.

OLD BUSINESS

Update on HI-17-03 Sign Permit #17-1484: Wall Sign at 115 West Loockerman Street.

Mrs. Melson-Williams stated that this was a follow up item. The applicant did appeal to the Planning Commission in October and the Planning Commission authorized the Architectural Review Certification to allow the back lighting of the sign.

Mr. McDaniel commented that he voted yes to the back lighting sign and asked why it would not be good for the Historic District Commission to allow signage that was illuminated like this sign. What is bad about that? It goes against the recommendation, but why can't the Historic District Commission change the recommendations. Mr. Czerwinski replied that back lighting as a signage is an urban style lighting source. It is designed to be in cities. Dover is considered a town and not a city or urban area. Back lighting allows additional lighting not conducive to a small town environment. It does not fit the architectural feeling of the place. Again, when you talk about preservation planning, one of the most important things about a town or a Historic District is the feeling. He did not think that the sign looked terrible; it just did not relay a pleasant feeling to the street.

Ms. Horsey concurred and added that she did not feel safe with back lighting signs. It gives you a feeling of an area that you do not want to be in at night. She thinks that Dover needs to watch their image.

Mr. McDaniel stated that we should permit back lighting. He likes lit signs and more lighting is needed on Loockerman Street whether it is from street lights, signs on buildings, etc. There is an evolution on Loockerman Street because what was charming is no longer present.

Mrs. Melson-Williams stated that the *Design Standards & Guidelines* listed the back lighting as inappropriate. That does not mean it cannot be considered.

Certified Local Government (CLG) Program

Update on FFY2017 CLG Grant Project: Amendment to Design Guidelines for Dover's Historic District (Addendum to *Design Standards & Guidelines for the City of Dover Historic District Zone: Modern Materials & Technologies*) and Project Activities.

- i. Project Activities – Update on Draft for Proposal
- ii. Submission of Progress Report 1 (July-September 2017)

Mrs. Melson-Williams stated that a draft copy of the RFP was submitted to the State Historic Preservation Office on September 15, 2017. Staff met the deadline and received comments back from the State Historic Preservation Office, but has not had the opportunity to take the next step forward in getting the RFP out on the street to seek the hiring process for the consultant. In talking with the State Historic Preservation Office, Staff is needing to amend the project schedule and get it to them and work on getting the RFP out and a consultant hired.

Ms. Horsey moved to adjourn the meeting, seconded by Mr. Czerwinski and unanimously carried 3-0. Mr. Jackson was absent.

Meeting adjourned at 3:55 PM

Sincerely,
Maretta Savage-Purnell
Secretary



Resolution

Whereas, Col. Richard E. Scrafford became a member of the City of Dover Historic District Commission in April 1998 and has served with diligence and distinction in this capacity as an advocate for implementation of the Historic District Standards and Guidelines to maintain the historic character of the city's Historic District; and,

Whereas, Col. Richard E. Scrafford has played a key role in ensuring fundamental fairness and careful forethought in the planning and development of the Capital City through his service on the Historic District Commission; and,

Whereas, Col. Richard E. Scrafford has provided leadership on the Historic District Commission through his role as chairman from November 2008 through November 2014; and,

Whereas, Col. Richard E. Scrafford has influenced the pattern and appearance of development in the Historic District in Dover through his contributions to the development of the Historic Preservation chapters of the 2003 Comprehensive Plan Update and the 2008 Comprehensive Plan and his participation in achieving the City's designation as Certified Local Government as authorized by the National Historic Preservation Act of 1966; and,

Whereas, Col. Richard E. Scrafford completed his service on the City of Dover Historic District Commission on October 12, 2017.

Now Therefore Be It Resolved That, the City of Dover Historic District Commission does hereby express its sincere appreciation to Col. Richard E. Scrafford for his faithful and exemplary service to the Citizens of the City of Dover as a member of the City of Dover Historic District Commission.

Joseph McDaniel
Chairman, Historic District Commission

David S. Hugg, III
Acting City Planner

November 16, 2017