

## Historic Yorktown Design Committee

### Minutes

May 10, 2021  
Virtual Meeting  
Zoom

**Members Attending:** Carolyn Weekley  
Robert Hodson  
Jose Longoria  
Belinda Willis, Alternate Member

**Staff Attending:** Earl W. Anderson, AICP

Ms. Weekley called the meeting to order at 7:00 PM and read the following statement:

This electronic remote meeting is being held pursuant to and in compliance with Ordinance No. 20-11(R), adopted by the York County Board of Supervisors June 16, 2020, pertaining to the continuity of County operations associated with the COVID-19 pandemic disaster. This meeting will be closed to in-person participation by the public. Public hearing comments could be made by participating in the zoom meeting and contacting Earl W. Anderson.

### Minutes

The minutes of the February 17, 2021 and March 17, 2021 meeting were approved unanimously.

### New Business

None

### Applications for Certificates of Appropriateness

#### **Application No. HYDC-196-21; Gucanac Family, 600 Main Street**

This application, submitted by the Gucanac family, seeks approval to replace the windows and replace two of the kitchen windows with a French door that will open to a new earthen patio.

In staff's opinion, the proposed replacement of windows, installation of the new French doors are consistent with the Design Guidelines, the character of surrounding structures, and the Historic Core. Considering the addition of an evergreen screening along the patio, staff believes that the proposed renovations will be visually appealing and thus merit approval. Accordingly, it is recommended that the Committee find the proposal consistent with the Guidelines and that the application be approved, subject to the following conditions:

1. The window replacement and new French door shall be constructed in accordance with the narrative descriptions and submitted materials and pictures and with the supplementary information presented with the application and received April 27, 2021.
2. Evergreen trees having a planting size of not less than four feet (4') in height shall be installed along the Main Street side of the earthen patio at a spacing of not more than five feet (5'). Trees shall be of a species type that retains branching to ground level.
3. Colors for painting must be provided to the Planning Division for prior approval before installation and must match the colors within the Yorktown Color Palette.

Staff recommends approval of this request.

Ms. Weekley asked if there were any questions.

Mr. Hodson said he looked at the materials and he did not see any issues with the proposal.

Mr. Longoria said he thought the proposed renovations would look very nice.

Mr. Longoria moved to find the proposal consistent with the Guidelines and approve the application, subject to the following conditions:

1. The window replacement and new French door shall be constructed in accordance with the narrative descriptions and submitted materials and pictures and with the supplementary information presented with the application and received April 27, 2021.
2. Evergreen trees having a planting size of not less than four feet (4') in height shall be installed along the Main Street side of the earthen patio at a spacing of not more than five feet (5'). Trees shall be of a species type that retains branching to ground level.
3. Colors for painting must be provided to the Planning Division for prior approval before installation and must match the colors within the Yorktown Color Palette.

By voice vote, the motion was approved unanimously.

### **Old Business**

#### **Discussion of Watermen's Museum exemption**

Mr. Anderson stated that the Zoning Administrator conveyed her agreement with the Committee to him. She believes that any new construction on the site should be reviewed

Mr. Longoria said the buildings are progressing nicely and he hopes they continue working to improve the site.

### **Staff Reports**

Mr. Anderson stated that the King's deck would be moving forward once they submit their finalized plan with the changes from the Chischiak Watch Architectural Control Committee (CWACC). The Zoning Administrator will issue an administrative approval.

Mr. Longoria discussed the CWACC's work with the King's deck project and expressed his hope to have it completed soon. He also noted a new structure that would be coming forward.

Mr. Anderson stated that Ms. Guerra called to inquire about changing her fence.

Mr. Longoria said they received her request, but considering the overall look, they may not allow the type of fence she proposed.

Mrs. Willis asked about replacing the playground behind Grace Church.

Mr. Anderson stated that an application would need to be submitted to determine whether it needs to go to the Committee or if it can be approved administratively.

Mr. Hodson said the Church might also submit a shed request for the property at Riverview. He asked how requests are determined and whether they are reviewed by the Committee.

Mr. Anderson stated that most sheds are reviewed by the Committee and a shed in this location would probably require the same.

### **Committee Requests**

Mr. Hodson stated that if an applicant had a fast approaching deadline, he would be fine with meeting at an earlier date.

Ms. Weekley agreed.

Mr. Longoria agreed and added that the virtual environment makes it easier to meet. He said he likes the structure of the virtual meeting and believes the Committee should make an exception when it is needed by applicants.

Mr. Hodson stated that he is happy to review any item and cautioned staff to be prudent with administrative approvals.

Mr. Anderson stated that staff review applications for the nature of the changes and the location. Most applications are simple but we send the more complex ones to the Committee.

Ms. Weekley asked why the handicap ramp at the end of Bacon Street was approved administratively.

Mr. Anderson stated that one was completed prior to him staffing the Committee; however, he has been working with Building Safety to rectify the situation.

Ms. Weekley said the owner is not there but other people are.

Mr. Anderson replied that he would work with the Building Official to find out what is going on at the location.

The Committee discussed how they would handle the design and approval process for handicap ramps.

With no further business before the Committee, the meeting was adjourned at 7:27 PM.

Respectfully Submitted,  
Earl W. Anderson, Secretary

Approved by HYDC: Earl W. Anderson