

**AGENDA**  
**Historic Yorktown Design Committee**

York Hall  
East Room  
301 Main Street, Yorktown  
January 16, 2019  
7:00 PM

1. Call to Order
2. Roll Call
3. Approval of Minutes – October 17, 2018 meeting
4. Old Business
5. Applications for Certificates of Appropriateness
6. New Business
  - a. Approve 2019 Meeting Calendar
  - b. Election of Officers
  - c. Discuss coordination with Chischiak Watch Architectural Control Committee
7. Reports / Member Concerns
8. Adjourn

## HISTORIC YORKTOWN DESIGN COMMITTEE 2019 Meeting Dates and Deadlines

Meeting Date	Application Due
January 16	December 26, 2018
February 20	January 30
March 20	February 27
April 17	March 27
May 15	April 24
June 19	May 29
July 17	June 26
August 21	July 31
September 18	August 28
October 16	September 25
November 20*	October 30
December 18	November 27
January 15, 2020	December 25, 2019*

Meetings are held the 3<sup>rd</sup> Wednesday of each month and applications are due by 5:00 pm three weeks before each meeting. When an application is due on a County holiday, the due date has been changed to the nearest earlier business day. \* - NOTE – possible date change due to not conflict with Thanksgiving and Christmas

All meetings begin at 7:00 pm in the East Room, York Hall, 301 Main Street at Ballard, unless noted otherwise in the public notice. Meetings will be cancelled in the absence of application(s) and other business needing the attention of the HYDC.

Meeting cancellations or other notices will be posted 24 hours before the scheduled date in the Administration Center, 224 Ballard Street and on the York County web site at [www.yorkcounty.gov/planning](http://www.yorkcounty.gov/planning)

Staff contact: Earl W. Anderson, AICP, Planner  
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## Anderson, Earl

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**From:** tlongoria <tlongoria@cox.net>  
**Sent:** Wednesday, December 5, 2018 10:09 AM  
**To:** Carolyn Weekley; Robert Andrade (RobertJAndradell@msn.com); robert.f.hodson@gmail.com; Belinda Willis (beljanewood@gmail.com); Anderson, Earl; BJHW3@cox.net  
**Cc:** susanbeachva@gmail.com; msoles@cox.net; btaylor@wctins.com; beckydavis45@cox.net; willisd@cox.net; my84jeep@cox.net  
**Subject:** Re: HYDC Meeting Cancellation - December 19

HYDC members,

Hope all is well.

Next time we meet --- would like to discuss the potential of a Memorandum of Agreement (MOA) or Memorandum of Understanding (MOU) between Chischiak Watch Architectural Control Committee (ACC) and the Historic Yorktown Design Committee (HYDC).

Our homes in CW are getting older and there is potential for homeowners to consider upgrades/modifications to their exterior features - ie adding dormers, updated decks, improvements to patios, etc),

Above said, the CW ACC considers working hand-in-hand with the HYDC imperative to ensure we work toward maintaining a harmonious and consistent design element within our communities and meet the desired expectation of the homeowner.

We recommend instituting a few safeguards to help us work through the approval processes for future exterior modifications prior to a homeowner commencing any construction in Chischiak Watch.

A few considerations

1. Modification or construction cannot commence without "both" HYDC and CW ACC approvals.
2. HYDC and ACC approvals required prior to HYDC submitting homeowner application for Certificate of Appropriateness (permit to build).
3. "Administrative Approvals" not recommended - ALL revisions go through HYDC and CW ACC.
4. Although building permits are applicable for 1 year, CW ACC will ensure homeowner provides a timeline (depending on scope of work) for project completion.
5. CW ACC will set 25%, 50%, 75%, and project completion checks.
6. CW ACC will provide HYDC notification of project completion.

Myself and Belinda would like to discuss this further at our next HYDC meeting.

Have a great day.

Vr  
Jose Longoria  
C 757-329-4610

Sent from my iPad