

TOWN OF ABINGDON  
HISTORIC PRESERVATION REVIEW BOARD  
REGULAR MEETING  
FEBRUARY 4, 2015 – 5:15 P.M.

The Regular meeting for the Historic Preservation Review Board was held on Wednesday, February 4, 2015, at 5:15 p.m. The meeting was held in the Municipal Building, Colonel Arthur Campbell room.

Mrs. White, Chairperson, called the meeting to order. Mr. Taylor called the roll.

ROLL CALL

Members Present: Mrs. Betsy White, Chairperson  
Mrs. Jayne Duehring  
Mr. Peyton Boyd  
Mr. S. Andrew Neese

Members Arriving Late: Mr. Jeff Johnson

Members Absent: None

Comprising a quorum of the Board

Administrative Staff: Mr. Matthew Johnson, Director of Planning  
Mr. Sean Taylor, Assistant Town Planner  
Mrs. Deborah Icenhour, Town Attorney (Absent)  
Mr. C. J. McGlothlin, Code Enforcement Officer (Absent)  
Ms. Amy Looney, Historic Properties Coordinator (Absent)  
Mrs. Jenny Carlisle, Administrative Assistant, Planning Department

Visitors: None

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(2) Approval of Minutes: **Regular Meeting, January 14, 2015.**

Mr. Neese moved to approve the minutes from the Regular meeting, January 14, 2015, as presented. Second by Mrs. Duehring. All in favor. Motion carried.

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(3) Discussion: Certificate of Appropriateness application form.

The Board reviewed the latest draft of the Certificate of Appropriateness application form and offered suggestions to add mention of the application fee and reference the zoning ordinance and guidelines on the form as well as additional changes in verbiage regarding photographs. Modifications will be made to the form.

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(4) Discussion: Preservation Award.

Mrs. White presented a document outlining a meeting she held with Mrs. Duehring regarding an idea for a new Preservation Award. The idea is that this will be a positive way to address the community and award people for things that are done correctly, as well as be an educational component for preservation efforts. Individual board members and the public are invited to nominate properties and a committee outside Abingdon will be asked to judge. Discussion continued with topics centered on how many awards will be given annually and how far back the time limit should go. Also discussed was the design of the award, most agreeing that a bronze or brass plaque to be attached to the structure would be ideal. It was mentioned that the board will be allowed to give a discretionary award as well. Discussion ensued and the outlining document will be refined.

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There being no further business, the meeting adjourned at 6:30 p.m

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Mrs. White, Chairperson

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Sean Taylor, Secretary