

*"A Historic Past"*



*"A Bright Future"*

THE CITY OF DELAWARE CITY  
407 Clinton Street – P.O. Box 4159  
Delaware City, Delaware 19706  
Phone: 302-834-4573 Fax: 302-832-5545

**MINUTES  
REGULAR MEETING OF  
THE HISTORIC PRESERVATION COMMISSION  
CITY OF DELAWARE CITY  
Wednesday, August 2, 2023 at 7:00p.m.  
Delaware City Community Center – 250 Fifth Street**

**CALL TO ORDER**

Commissioner Dilliplane called the regular meeting of the Historic Preservation Commission (HPC) to order at 7:03p.m. Commissioners Keifer, Wood, McPherson, and Lyons were also present, along with Acting City Manager Graham.

**ACTION UPON THE MINUTES OF THE PREVIOUS MEETING**

Commissioner McPherson made a motion to accept the July 11, 2023 minutes. This was seconded by Commissioner Keifer. A vote was taken, and all members were in favor. ***The motion passed.***

**NEW BUSINESS**

**230 Washington Street – Methvin Garages, LLC – Demo Entire Structure.**

Robert Methvin and his son, Robert Methvin III were in attendance. Mr. Methvin began the discussion. The property is in very deep disrepair. His goal is to secure the property, since it is a definite "hazard" to the community. His plans to demo the structure and return it to "grass/dirt." He will then consider something "similar" to build on the property.

- Commissioner Dilliplane asked him if he has investigated, if the new construction will have to fit into the “footprint” of the original/demolished house. He answered no, he has not looked into this. Commissioner Dilliplane recommended that he check into this.
- Acting City Manager Graham said that he could contact the city’s “contracted” building inspector for more information. Also, the first step is getting the demolition permit from Town Hall.
- Commissioner Keifer added that there is a whole section on demolition in the rules/guidelines of the HPC in the city’s code. Several things must happen to ensure that the property will be rebuilt on after demolition. (For example, posting a bond). Also, it must go from “demolition to under-roof in six months.” The property cannot just be left grass. This information can be found in Section 49 – 6 – (c) of the city code.

Commissioner Wood made a motion to approve the demolition of the structure at 230 Washington Street, since it is unsafe, hazardous, and cannot be fixed. It was seconded by Commissioner Lyons. A vote was taken, and all were in favor. ***The motion passed.***

- A “Letter of Appropriateness” will be mailed to Mr. Methvin within about a week’s time.
- He can apply for a demolition permit at Town Hall.

**139 Washington Street – Pam Eichholz/Bafundo & Associates – Reroof Front Porch with Duro-Last PVC Roofing.**

The owner was not present, but the Contractor (Leonard Bafundo) began the discussion. He brought several samples that aided him in giving a visual demonstration of the “Duro-Last” roofing product. The contractor will be replacing a small roof over the front porch.

- Commissioner Keifer commented that since the roof of the property is flat, it cannot, really, even be seen from the street-level. Thus, the color choice of the roof is not overly important.

Commissioner Dilliplane made a motion to approve the reroofing of the front porch at 139 Washington Street with the Duro-Last PVC Roofing System. This was seconded by Commissioner Wood. A vote was taken, and all were in favor. ***The motion passed.***

**ADJOURNMENT**

Commissioner McPherson made a motion to adjourn at 7:40p.m. This was seconded by Commissioner Lyons. A vote was taken, and all were in favor. ***The meeting was adjourned.***

Respectively submitted,  
*Tina Pincus*  
 City Secretary