

# Town of Odessa

**MINUTES FROM THE HISTORIC COMMISSION MEETING  
THURSDAY, JULY 13, 2023 - 7:00 PM  
OLD ACADEMY BUILDING  
315 MAIN STREET  
ODESSA, DE 19730**

Those present at 7:00 PM:

Commissioner: Carla Pyle  
Commissioner: Neeka Grove (via zoom)  
Commissioner: Todd Nelson  
Commissioner: Melissa Steeley (via zoom)  
Secretary: Amy Marie Ottinger  
Maureen Given – 401 Main Street  
Jason Brown – 311 Main Street

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- I. Call to Order – Meeting was called to order at 7:03 pm by Carla Pyle.
  - II. Roll Call
  - III. Approval of Minutes

**MOTION BY TODD NELSON, SECONDED BY MELISSA STEELEY TO APPROVE THE MINUTES FROM THE JUNE 8, 2023 HISTORIC COMMISSION MEETING.**

**MOTION APPROVED. AYE 3, NAY 0, ABSTAIN 1**

- IV. New Business
  - a. Maureen Given – 401 Main Street
    - Parcel #24003.00122
    - Front Entrance - 401 Main Street
      - New Door: Solid or 3/6 Lite – **DENIED. MUST BE REPAIRED**
      - New Storm Door: Full Glass – **APPROVED AS DESCRIBED**
      - New Portico – **APPROVED. REPLACE ROTTED WOOD ON PORTICO AND REPLACE WITH V-GROOVE BOARDS MADE OF CEDAR, HARDI-BOARD OR CLOSED CELLULAR PVC. STRUCTURAL POSTS MADE OF CEDAR.**
      - Stoop: Change to Brick – **APPROVED**

**MOTION BY TODD NELSON, SECONDED BY NEEKA GROVE TO APPROVE THE EXTERIOR CHANGES TO 401 MAIN STREET AS DESCRIBED AND DISCUSSED ABOVE. MOTION APPROVED.**

- Additional Entrance - 403 Main Street
  - Repair Portico – **APPROVED**

**MOTION BY TODD NELSON, SECONDED BY MELISSA STEELEY TO APPROVE THE EXTERIOR REPAIR TO THE PORTICO WITH THE SAME CONDITIONS AS 401 MAIN**

**STREET. THIS PORTICO WILL REMAIN SMALLER THAN THE MAIN ENTRANCE PORTICO. MOTION APPROVED.**

- Siding - 401 & 403 Main Street

**MOTION BY NEEKA GROVE, SECONDED BY TODD NELSON TO APPROVE THE SIDING CHANGES TO 401 & 403 MAIN STREET AS PRESENTED AND DISCUSSED. MOTION APPROVED.**

b. Jason Brown & Mary Paris – 311 Main Street

- Parcel #24003.00147
- Cover existing cinderblock porch with wood and paint to match exterior colors

**MOTION BY TODD NELSON, SECONDED BY NEEKA GROVE TO COVER EXISTING CINDERBLOCK PORCH WITH APPROVED MATERIALS (IPE, CEDAR, MAHOGANY, AERATIS SOLID PVC TONGUE & GROOVE COMPOSITE) TO HISTORICALLY APPROPRIATE APPEARANCE WRAPPED WITH 6” V-GROOVE HORIZONTAL WOOD OR LATTICE. MOTION APPROVED.**

V. Old Business - none

VI. Next Meeting Date and Time: August 10, 2023 @ 7:00PM

VII. Adjournment

**MOTION BY NEEKA GROVE, SECONDED BY TODD NELSON TO ADJOURN THE MEETING AT 7:59 PM. MOTION WAS APPROVED.**