

## Town of Odessa

Minutes from the Historic Commission Meeting  
Thursday, October 17, 2024  
7:00 PM Meeting

- I. Call to Order - The meeting was called to order at 7:02 PM.
- II. Roll Call – Commission members present were Debbie Buckson, Neeka Grove, Todd Nelson and Carla Pyle. Melissa Steeley was not present. Also attending: Mayor Harvey C. Smith Jr. and Town Secretary Amy Marie Ottinger. Representing K. Hovnanian Homes was Division President Mike Irons, Project Architect Maisha Gillman, Land Planning Manager Jonathan Contant and Land Use Counselor Pam Scott of Saul Ewing LLP. There were (3) residents in attendance.
- III. Approval of the Minutes
  - a. Meeting Minutes from 9-12-24: There were no additions or corrections to the minutes.

**MOTION BY TODD NELSON, SECONDED BY DEBBIE BUCKSON, TO APPROVE THE MINUTES FROM THE SEPTEMBER 12, 2024 HISTORIC COMMISSION MEETING.**

**MOTION CARRIED. VOTE 4 AYES, 0 NAYS, 0 ABSTAIN**

### IV. New Business

- a. Erik Raser-Schramm
  - 300 North 6<sup>th</sup> Street
  - Parcel #24005.00027
  - Replace existing siding on house with James Hardie Siding.
  - The homeowner was present and presented an overview of the proposed project. He stated that they will be installing the original wood shutters back on the home after the new siding is installed. None of the window trim will be changed and any broken cornices on the roof will be replaced with new wood pieces. He will try to come as close to the existing color of the home.
  - Neeka Grove requested that the siding be installed smooth side out to create a more natural appearance.
  - **MOTION BY NEEKA GROVE, SECONDED BY DEBBIE BUCKSON, TO APPROVE THE PROJECT AS PRESENTED. MOTION WAS APPROVED. VOTE: 4 AYES, 0 NAYS, 0 ABSTAIN**

### V. Old Business –

- a. K. Hovnanian Odessa Commons Proposed Architectural Design Standards Manual – Historic Commission Feedback and Recommendations
  - Mike Irons, Division President, stated he appreciated the comments and feedback that his team received from the commission, attached hereto as Attachment A (*21-page marked up presentation*) and they were returning to review the comments and receive clarity on the feedback.

- Mike provided an Odessa Commons Entrance Monument Concept Package, attached hereto as Attachment B (*6-page color rendering dated 10-16-24*), which he said was created in response to requests from the committee on ideas that were shared after the last meeting regarding the entrance to the property along Rt 299. He and his team wanted to try and capture some historic elements with some architectural features for the entrance.
- Neeka Grove questioned the builder on the design of the storm water management pond area.
- Mike went thru the commissions feedback starting with the Architectural Standards Manual and then proceeded to the PowerPoint presentation mark-ups:
  - i.* Building Walls – Materials (1) (Item 2) – The builder was agreeable with eliminating board and batten.
  - ii.* Building Walls – Materials (1) (Item 4) – The builder was agreeable with eliminating the stone veneer.
  - iii.* Building Walls – Materials (2) (Item 1) – The builder plans for these homes to be on basements. All of their foundation walls are poured concrete. They typically put a textured brick pattern on the outside of the portion of the foundation that is exposed above grade which is then painted to match the siding. The commission stated that they prefer a parged (smooth) finish. Porches and stoops: the builder typically uses concrete, and the commission requested wood frame or decking. The builder proposed composite decking that looks like tongue and groove (1' x 6') with a PVC trim board which would be painted to match the siding and foundation.
  - iv.* Building Walls - Composition and Techniques (Item 4) – The commission is requesting that the max window trim to be 4" around the window with a bottom sub-sill and no apron.
  - v.* Building Walls – Composition and Techniques (Item 5) – The commission requested a smooth parged finish.
  - vi.* Building Walls – Composition and Techniques (Item 6) – The builder was agreeable to the request of not changing building materials on main exterior walls of the house.
  - vii.* Building Elements – Materials (Item 1) – Not discussed.
  - viii.* Building Elements – Materials (Item 3) – The builder uses aluminum porch rails if they are needed and only when required by grade.
  - ix.* Building Elements – Materials (Item 4) – The builder was agreeable to front porches being framed with composite decking.
  - x.* Roof – Composition and Techniques (Item 3) – The builder was agreeable to a maximum roof pitch of 10:12 for any roof.
  - xi.* Roof – Composition and Techniques (Item 5) – The builder was surprised that the commission did not want dormers since there are dormers all throughout town. They stated that they really tried to utilize architectural elements that are fused all throughout the town in their designs. Neeka Grove stated that although there are dormers throughout town, they were constructed over 200 years ago, they are all wood construction, and when

they are made today, they get “chunky” or “heavy handed” very quickly. The builder desired to keep the dormers, especially on the townhome units, to break up the roof line. Debbie Buckson stated that if the dormers are not functional then she sees no need for them as the commission likes consistently simple architecture. Neeka Grove recommended that since the builder was omitting the dormers, on some of the small porches they could add large brackets versus posts throughout.

- xii.* Windows and Doors – Materials (Item 1) – The builder uses vinyl windows.
  - xiii.* Windows and Doors – Materials (Item 2) – The builder was agreeable to exterior mutins.
  - xiv.* Windows and Doors – Materials (Item 3) – The commission did not want the shutters because they were vinyl, they were not ½ of the window width, and they were not being mounted on the inside of the trim to give the appearance that they open. They requested that if the shutters are used on the lower level of the homes that they be solid, and if they are on the second story, they be louvered. The builder agreed to 18” vinyl shutters mounted on top of the trim.
  - xv.* Windows and Doors – Materials (Item 4) – The builder uses steel doors with a variation of ¼, ½ and ¾ glass options. Some of the single-family homes have doors with sidelights.
  - xvi.* Windows and Doors – Materials (Item 5) – The builder does not have enough space to accommodate two garage doors.
  - xvii.* Sample Home #1 Elevation – All items were previously discussed. There was no additional clarification requested.
  - xviii.* Sample Home #2 Elevation – The commission was looking for the wall above the garage to project out at least 2’ (if possible) so that it wasn’t on the same plane as the rest of the top story. The builder was agreeable to not changing the siding materials and stated that they will accomplish the same look with color.
  - xix.* Sample Home #3 Elevation – The builder was agreeable that on a double window, the shutters would be omitted.
  - xx.* Sample Townhome #1 Elevation – All items were previously discussed.
  - xxi.* Single Family Detached Plan 2 Elevation – The commission suggested that any time there is a reverse gable on the front elevation, it should be a part of a projection. As a general rule they are suggesting that all gables on the roof need to be a part of a matching projection forward at least 12”.
  - xxii.* Single Family Detached Plan 4 Elevation – All items were previously discussed.
  - xxiii.* Odessa Commons – Architectural Standards – Siding Options – The commission was agreeable to a variety and mix of vinyl lap, beaded and shake; no board and batten will be used.
- Neeka Grove asked K. Hovnanian if they were going to bring in brick in their designs. They stated that they were thinking of bringing in brick around the front elevations where the front porch isn’t, to give the appearance of a water table. Neeka suggested

that the brick be wrapped around the side. The builder was agreeable to that. Upon further discussion, the commission felt installing brick was not necessary and unless all four sides of the homes were going to be brick, they would rather not have brick and suggested front porch piers instead. The builder came back and said they were only proposing brick water tables. The commission stated they would only like to see brick in the form of brick foundations, brick chimneys, or all four sides of the homes wrapped in brick.

- Neeka Grove inquired about the commercial portion of the project and Pam Scott stated that the owners (Olde Odessa Ventures) did not have a revised design at this time but that they were open to the suggestions of the commission. She stated that she communicated the commissions comments to the owners. Neeka reiterated that the commission was looking for simplistic structures with quality materials and quality details.
- Mike Irons stated that he and his team would like to amend their proposed Architectural Design Manual for the residential portion and resubmit it as soon as possible to keep this project moving forward while the commercial developer amends theirs if they could.
- Jonathan Contant, Land Planning Manager, stated that the according to the PND ordinance, the residential and commercial portions of the project must be submitted together, and further clarified that if they submitted them separately, they would not be able to move to the next step until the commercial portion catches up. The PND Ordinance requires that they be designed together which is why they included the commercial designs with their original packet. Pam Scott stated once again that she would follow thru with her client.

VI. Public Comment – There were no public comments.

VII. Next Meeting Date and Time – Next scheduled meeting is Thursday, November 14, 2024 @ 7:00 pm.

VIII. Adjournment – There was a motion by Neeka Grove to adjourn and it was seconded by Todd Nelson. Motion was approved. Vote: 4 Ayes, 0 Nays. The meeting adjourned at 8:08 PM.