

Town of Odessa

Minutes from the Historic Commission Meeting
Thursday, November 14, 2024
7:00 PM Meeting

- I. Call to Order - The meeting was called to order at 7:07 PM.
- II. Roll Call – Commission members present were Neeka Grove, Melissa Steeley and Carla Pyle. Debbie Buckson and Todd Nelson were not present. Also attending: Mayor Harvey C. Smith Jr. and Town Secretary Amy Marie Ottinger. Representing K. Hovnanian Homes was Land Planning Manager Jonathan Contant. Representing Olde Odessa Ventures were owners David Bull and Allen Liddicoat and Land Use Counselor Pam Scott of Saul Ewing LLP. There were (5) residents in attendance.
- III. Approval of the Minutes
 - a. Meeting Minutes from 10-17-24: There were no additions or corrections to the minutes.

MOTION BY NEEKA GROVE, SECONDED BY CARLA PYLE, TO APPROVE THE MINUTES FROM THE OCTOBER 17, 2024 HISTORIC COMMISSION MEETING.

MOTION CARRIED. VOTE: 2 AYES, 0 NAYS, 1 ABSTAIN (MELISSA STEELEY)

- IV. New Business
 - a. Carole Coleman
 - 107 High Street, Odessa, DE
 - Parcel #24006.00002
 - Replace roof on main house with new red beaded standing seam metal roof.
 - The homeowner was present and gave a brief overview of the project and stated the new roof will match all the other structures on the property in color and materials.
 - **MOTION BY NEEKA GROVE, SECONDED BY MELISSA STEELEY, TO APPROVE THE PROJECT AS PRESENTED. MOTION WAS APPROVED. VOTE: 3 AYES, 0 NAYS, 0 ABSTAIN**
 - b. Carole Coleman
 - 7 Main Street, Odessa, DE
 - Parcel #24005.00044
 - Demolition of 1930's section of home that structural engineers have determined to be unsafe. Removal of asbestos siding on whole structure. Removal of infill windows on porch; porch and posts are to remain.
 - The homeowner was present and stated that her intention is to restore the 1845's section of the home that was originally owned by a bootmaker. She will be saving the windows, doors and any beams, if possible, to be reused. The house will be temporarily protected from the elements, and she will return for additional exterior approvals visible from the street.

- **MOTION BY MELISSA STEELEY, SECONDED BY NEEKA GROVE, TO APPROVE THE PROJECT AS PRESENTED AND DESCRIBED ABOVE. MOTION WAS APPROVED. VOTE: 3 AYES, 0 NAYS, 0 ABSTAIN**

V. Old Business

- a. K. Hovnanian Odessa Commons Proposed Architectural Design Standards Manual – Historic Commission Feedback and Recommendations
 - Jonathan Contant, Land Planning Manager from K. Hovnanian Homes, stated that they took all the commissions feedback from prior meetings and created a revised Odessa Commons Architectural Design Manual, attached hereto as Attachment A (*12-page manual dated October 21, 2024*). The new manual contains both the commercial and residential standards.
 - The commission reviewed the residential portion of the edited manual (pages 1-6) and provided additional comments:
 - i. The commission requested that all exterior trim be PVC or Azek, no MDO (Medium Density Overlay). Jonathan stated that the MDO would be used as wall sheathing, then a weather barrier is added, and then its wrapped in vinyl. The MDO is not visible.
 - ii. The commission requested that posts and columns shall be white PVC trim and/or Azek trim, not MDO paneling.
 - iii. Make clerical correction on Roof – Materials – Item 1 to standing “*seam*”.
 - iv. Make clerical correction on Roof – Composition and Techniques – Item 4 to roofs which pitch in “*one*” direction.
 - v. The commission requested that all window muntins are exterior muntins. They are agreeable to a 6/6 or 6/1 pattern.
 - vi. The commission requested that solid paneled shutters are placed on the ground level windows and louvered shutters are placed on the second story windows.
 - vii. The commission requested the builder to provide side and rear elevations since some of the homes are visible from Rt 299.
 - Jonathan stated that the PND zoning ordinance requires that the residential and commercial portions of the project are submitted simultaneously and approved together so this is why both portions are being addressed in the manual. He stated that the standards manual is not about the elevations, but rather about the materials and features that will be allowed and that it was very probable that the elevations will change when they get to production since they are about eighteen (18) months away from getting final approvals. Elevations will not be presented as part of the final manual.
 - Property owners David Bull and Allen Liddicoat from Olde Odessa Ventures along with their Land Use Attorney Pam Scott answered questions regarding the commercial portion of the Architectural Design Manual. They were here presenting materials and features that would be allowed in the commercial portion of the project.

- The commission reviewed the commercial portion of the edited manual (pages 7-12) and provided additional comments:
 - i.* The commission did not approve of the conceptual hotel architectural design (renderings depicted on pages 9-10). They felt the renderings appeared more like a doctor's office or surgical center. The owner stated that the hotel would appear different in design and appearance from the other commercial buildings. The owners were requesting the commission approve materials only at this stage.
 - ii.* The commission is requesting a flat roof with brick all the way up. They do not want a mansard style roof.
 - iii.* The commission was agreeable to the use of brick for all of the commercial buildings (no stucco) and requested solid color brick throughout. They do not want to see a change in brick color/pattern/texture.
 - iv.* The commission requested a warehouse or loft style appearance to the commercial buildings.
 - v.* The commission requested that awnings are placed on first floor commercial spaces only.
 - vi.* The commission requested that the windows are to be the same style as the residential portion of the project with upper floors and apartments to be 6/1 or a 6/6 pattern.
- Mayor Smith stated that this commission approved the look and materials of the new Odessa Fire House in 2005, and the owners should use that building as the latest example of a commercial property that has been approved here in town.
- K. Hovnanian and the property owners Olde Odessa Ventures agreed to return to the commission after they have revised their proposed Architectural Design Manual to include the latest suggestions and discussions with the commission.

VI. Public Comment – There were no public comments.

VII. Next Meeting Date and Time – Next scheduled meeting is Thursday, December 12, 2024 @ 7:00 PM.

VIII. Adjournment – There was a motion by Neeka Grove to adjourn, and it was seconded by Melissa Steeley. Motion was approved. Vote: 3 Ayes, 0 Nays. The meeting adjourned at 8:15 PM.