



**OAK RIDGE HISTORIC PRESERVATION COMMISSION
SPECIAL CALLED MEETING
OCTOBER 16, 2018 - 11:00 A.M.
OAK RIDGE TOWN HALL**

MINUTES

Members Present

Debbie Shoenfeld, Chair
Caroline Ruch, Vice Chair
Kristin Kubly

Staff Present

Sandra Smith, Town Clerk

Members Absent

Brian Hall
Paul Woolf
Barbara Engel, Alternate

1. CALL MEETING TO ORDER

Chair Debbie Shoenfeld called the meeting to order at 11:03 a.m. She welcomed all attendees and stated the purpose of the Historic Preservation Commission.

2. APPROVE AGENDA

Kristin Kubly made a motion to approve the meeting agenda. Caroline Ruch seconded the motion, and it was passed unanimously (3-0).

3. DISCUSSION OF CONSIDERATION OF FORMAL ACCEPTANCE OF WITHDRAWAL REQUEST OF COA-18-07

Shoenfeld read aloud a letter from Dr. Steve Wilson, chairman of the Board of Trustees of Oak Ridge Military Academy, in which Wilson requested to withdraw the application for Certificate of Approval 18-07 for signage at Oak Ridge Military Academy. Shoenfeld asked Wilson, who was present at the meeting, if he wished to add anything.

Wilson said he had spoken to Town Manager Bill Bruce about the situation. He said ORMA would submit another request for approval for a sign that was outside the Historic District.

Kristin Kubly made a motion to accept the request for withdrawal. Caroline Ruch seconded the motion, and it was passed unanimously (3-0).

4. ADJOURNMENT

Caroline Ruch made a motion to adjourn the meeting at 11:07 a.m. Kristin Kubly seconded the motion, and it was passed unanimously (3-0).

Respectfully Submitted:

Sandra B. Smith, NCCMC, CMC
Town Clerk

Deborah D. Shoenfeld
Chair

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