



TOWN OF KILL DEVIL HILLS

Land Where Flight Began

NOTICE OF PUBLIC MEETING

NOTICE is hereby given that on Wednesday, September 3, 2025, at 8:30 a.m., the Kill Devil Hills Historic Landmarks Commission will hold a regular meeting in the Town Hall Meeting Room, 102 Town Hall Drive, Kill Devil Hills. A printed packet is available for public inspection in the Office of the Town Clerk, 102 Town Hall Drive. To schedule an inspection time, contact the Department at 252-449-5300.

Call to Order

Agenda Approval

Public Comment

Approval of the Minutes of May 23, 2025

Ongoing Business

1. 2025 Historic Landmarks Open House & Ceremony

New Business

Adjournment

Posted this 28th day of August 2025.

Jennifer Stecher

Administrative Assistant/Deputy Town Clerk

Copies to: Historic Landmarks Commission members in their meeting materials; Mayor & Board of Commissioners; Town Manager; all Town bulletin boards; local news media; KDH Electronic Distribution List; website, social media; file

Minutes of the Friday, May 23, 2025, Meeting of the Kill Devil Hills Historic Landmarks Commission (HLC) held at 8:30 a.m. in the Town Hall Meeting Room, 102 Town Hall Drive, Kill Devil Hills.

Members Present: Chairperson Sandie Markland, Vice-Chairperson Grant Fletcher, Toni Dorn, and Jean Freeman

Members Absent: Amy Scarborough

Others Present: Cameron Ray, Assistant Planning Director; Ryan Lang, Senior Planner; and Jennifer Stecher, Administrative Assistant/Deputy Town Clerk

Call to Order

Chairperson Sandie Markland called the meeting to order at 8:30 a.m. and thanked everyone for attending.

Agenda Approval

Toni Dorn moved to approve the agenda as presented. Grant Fletcher seconded the motion, which passed by a unanimous, 4-0, vote.

Public Comment

Approval of the Minutes of March 12, 2025

Mr. Fletcher moved to approve the minutes of the March 12, 2025, HLC meeting. Jean Freeman seconded the motion, which passed by a unanimous, 4-0, vote.

Ongoing Business

New Business

1. Certificate of Appropriateness Application – 1517 North Virginia Dare Trail: Stick-Small Cottage – Request to relocate structure onto grounds

After the meeting agenda was released, the applicant withdrew their Certificate of Appropriateness Application for New Business item 1. No further action was necessary by the group.

2. Certificate of Appropriateness Application – 201 Random Street – Request to reconstruct original screen porch

Chairperson Markland asked to be excused in the matter of New Business Item 2 due to the fact she is the applicant and owner of the property. Through consensus the members agreed to excuse Chairperson Markland from New Business Item 2; and Vice-Chair Grant Fletcher then presided over the meeting. Included in the meeting packet was a Certificate of Appropriateness application for the Local Historic Landmark the Markland Cottage at 201 Random Street. The request was to reconstruct the original screen porch on the east side of the structure that is currently a covered porch. Submitted materials included a Certificate of Appropriateness application and supporting documentation detailing the reasoning for the request. A notification letter had been sent to all property owners within 100 feet of this property, in accordance with General Statute 31.43 Certificate of Appropriateness to allow for comments and/or attendance at the meeting.

Staff recommended approval of the Certificate of Appropriateness, as presented. Following discussion Ms. Dorn moved to approve the application, as presented. Ms. Freeman seconded the motion, which passed by a unanimous, 3-0, vote.

Potential Designations Staff provided an update of houses that have requested to be designated. Through HLC consensus, Staff will present a report for the following cottages under consideration an upcoming HLC meeting:

- 1023 B North Virginia Dare Trail
- 3202 North Virginia Dare Trail
- 409 West Sportsman Drive

2025 Historic Home Tour Staff has heard back from two homeowners that have agreed to do the 2025 Historic Home Tour in October.

Adjournment

There being no other business before the Historic Landmarks Commission at this time, Mr. Fletcher moved to adjourn, and Ms. Dorn seconded. The motion was carried by a vote of 4-0. It was 8:48 a.m.

Submitted by:

Jennifer Stecher
Administrative Assistant/Deputy Town Clerk