

**Architectural Review Board  
April 3, 2017**

**MINUTES**

**MEMBERS PRESENT:** Linda Abate', Dwayne Vernon, Kevin Jayroe, Jerry Miller, Sally Gillespie, Michael Norton, & Clare Reigart

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Rick Martin, Janet Grant, & Debra Grant

- I. **Call to Order**
- II. **Approval of Minutes:** March 6, 2017; **Ms. Sally Gillespie made a motion to approve the minutes as submitted, seconded by Mr. Jerry Miller; the motion carried unanimously.**
- III. **Public Input: None**
- IV. **New Business:**
  1. **Ms. Clare Reigart is requesting the approval to repair rotten wood and add gutters at 824 Prince Street.**

**Rick Martin/City Staff** told the Board that the applicant wants to install gutters and perform repairs to damaged wood siding at her home. Mr. Martin said the home is contributing to the district.

**Ms. Clare Reigart/Applicant** said her home suffered damage from the rains that came with the Hurricane and she would like approvals to do repairs and add gutters. **Ms. Gillespie** asked where the downspouts would be located. **Ms. Reigart** said she asked that they be installed along the trim of the side pieces and painted to match the side pieces, on the front and rear of the house. **Mr. Miller** asked if the gutters will be standard sized or oversized. **Ms. Reigart** said she would like the oversized gutters because she wants the leaf guards on the gutters. **Mr. Vernon** asked if there was any evidence that the house had Ogee gutters in the past. **Ms. Reigart** said yes, they are on the rear of the home currently. **Mr. Vernon** said the rear of the house seems to be a later addition, but the front appears to be the original home. **Ms. Reigart** said when she bought the house it did not have gutters on the front, however her problem is that when it rains the water comes down on her front porch and is causing damage to the siding. **Mr. Vernon** said if the house had gutters in the past they would have been half round gutters and he had concerns about installing the Ogee gutters because they would diminish the historic character of the house, and the Ogee gutters would look awkward because they can't go down the eaves. **Ms. Gillespie** had concerns about the gutters being oversized and having the leave guards attached. **Ms. Reigart** said she did not have a problem with installing the standard size gutters. **Mr. Jayroe** said he feels the company that is doing the installation will suggest the right size for the home, and the guidelines says the Ogee is acceptable and should be allowed. **Mr. Vernon** read the guidelines into the record from Section 16; page 53 (gutters) and said there are a lot of things in the historic district that home owners are required to do, and it may be a hardship but it is because it is an old house and the Board is trying to preserve that, and the intent of the guidelines is to have half round gutters but the guidelines does not support that. **Ms. Abate'** suggested a product called, "Cricket Wall Flashing" that Ms. Reigart could research. **Mr. Miller** said some of Ms. Reigart's issues might be addressed by adding more drip edge

or overhang of the shingles. **Mr. Vernon** suggested eve/rake flashings to be installed when the roof is re-shingled.

**Rick Martin/City Staff** said that the size of the gutters are important to avoid other issues or damages.

**Public Input: None**

**Motion: Mr. Kevin Jayroe made a motion to approve the application as presented, second by Ms. Linda Abate', citing Residential Guidelines Section 16; page 53 (Gutters); the motion carried 5 to 1 (Mr. Dwayne Vernon cast the downward vote). (Ms. Clare Reigart was recused).**

**V. Board Elections:**

**Ms. Sally Gillespie nominated Mr. Jerry Miller to remain Board Chairman; second by Mr. Kevin Jayroe. With there being no further nominations, Mr. Miller accepted and will serve as Board Chairman for 2017-2018. (Mr. Miller announced that he is seeking a seat on the City Council and if elected he will have to resign his position)**

**Mr. Kevin Jayroe nominated Ms. Clare Reigart to serve as Vice Chairperson; second by Ms. Linda Abate'. With there being no further nominations, Ms. Clare Reigart accepted and will serve as Vice Chairperson for 2017-2018.**

**VI. Board Discussion**

**Mr. Miller discussed the Consultants delay in their visit due to the inclement weather. Mr. Miller passed out the time line of the Consultants upcoming visits and submittals. The options that were given for training time for the Board from the Consultants was (1) to break up into smaller groups or (2) cancel the visit and reschedule. Ms. Gillespie said she feels that the entire Board needs to be in the meeting at the same time. Mr. Miller asked Rick Martin to contact the Consultants and verify their arrival.**

**VII. Adjournment:** With there being no further business the meeting was adjourned.

*Submitted By,*

*Debra Grant  
Board Secretary*