

**Architectural Review Board
December 4, 2017**

MINUTES

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

MEMBERS ABSENT: None

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

- I. **Call to Order**
- II. **Approval of minutes for November 6, 2017;** Mr. Jayroe made a motion to approve the minutes with corrections, seconded by Mr. Miller, the motion carried unanimously.
- III. **Public Input:** None
- IV. **New Business:**

- 1. **Mr. Thomas C. Sawyer Jr. is requesting the approval to install a rear yard vinyl coated fence at 409 Screven Street.**

Rick Martin/City Staff told the Board that the applicant would like to install a 4 ft. vinyl fence in his yard.

Mr. Thomas Sawyer Jr. /Applicant said the fence would be to contain his dog. There is an existing chain link fence on the borders of property, this fence will be joined to the existing fence; Duke Street towards Church St. and it will be an interior fence with a gate. **Mr. Dwayne Vernon** said the existing Guidelines does not allow a chain link fence as an appropriate fence for the district, and asked Mr. Sawyer when was the existing chain linked fence was put in. **Mr. Sawyer** said it was put in about 1972. **Mr. Vernon** said if the fence was shorter in length and the intent was to complete an area he would feel good about it, but not with the requested dimension. **Mr. Kevin Jayroe** said he felt like since the existing fence is chain linked it would be more in keeping and it will be to complete the picture. Mr. Jayroe said this case has to be handled individually because of the circumstances. **Ms. Gillespie** suggested that the owner look into getting the existing chain linked fence painted to blend in with the new fence. **Mr. Norton** suggested that the motion should include the uniqueness of this request so it would not set a precedence.

Public Input: None

Motion: Mr. Jerry Miller made a motion to approve the application as submitted, based on the fact that this will be an interior fence and there is an existing chain linked fence on all the street facades of the property, citing Residential Guidelines (2004 Guidelines) Section 11; page 45 (Fences), seconded by Mr. Norton; the motion carried 6 to 1 (*Mr. Vernon casted the downward vote*).

- 2. **Ms. Maudest Rhue-Scott is requesting the approval to extend an existing utility room at 334 Orange Street.**

Rick Martin/City Staff told the Board that the request for an extension on the rear of the home. Mr. Martin applauded Mr. Ford for securing the front porch of the home. The siding

will be the same wood that is on the house currently, no windows are being requested, and an existing wooden door will be reused.

Mr. Ford/Contractor said all materials will remain the same for the expansion. **Ms. Sally Gillespie** asked if the siding will be continuous or will they be steamed. **Mr. Ford** said his intent is to do a continuous siding. **Ms. Gillespie** asked what the plan for the roof was. **Mr. Ford** said it will be a shed roof that will be under the existing roof, covered with the metal roof. **Ms. Gillespie** asked what the condition of the windows that are in the house currently. **Mr. Ford** said the windows are in bad condition, however the owner does not want to put windows in the area, because of security reasons. The Board suggested that the windows be put in to break up the solid wall look and help to retain the original look of the home (*as stated in the Guidelines Section 1-C; page 25/Additions*). **Mr. Ford** said the concrete steps will be torn down and he will build new steps; the Board recommends wood steps as stipulated in the Guidelines (Section 24-F; page 66/ Porches). **Mr. Jayroe** suggested that the corners are maintained. **Mr. Ford** agreed to leave the trim board rather than removing it.

Public Input: None

Motion: Mr. Vernon made a motion to approve the application as submitted, with the following modifications: the demolition of the existing utility room, the corner boards to remain in place, allowing 2 of the existing windows to be reused in the rear façade'; the applicant is asked to come back for the approval of the handrails and steps that will be replaced at a later date, citing Residential Guidelines Section 1; page 25 (Additions) & Section 22; page 59 (New Construction), seconded by Ms. Abate'; the motion carried 7 to 0 by a roll call vote.

- V. **Board Discussion:** The Board discussed on-site meetings for certain applications. Rick Martin/City Staff said there could be an issue if a quorum is gathered without the advertisement of the on-site and regular meeting.
- VI. **Adjournment:** With there being further business the meeting was adjourned.

Submitted By,

*Debra Grant
Board Secretary*