

**Architectural Review Board
February 4, 2019
MINUTES**

MEMBERS PRESENT: Kevin Jayroe, Dwayne Vernon, Lee Padgett, Jerry Miller, Debra Smalls, Sally Gillespie, & Linda Abate'

MEMBERS ABSENT: None

OTHERS PRESENT: Tracy Gibson & Debra Grant

- I. **Call to Order**
- II. **Approval of Minutes for January 7, 2019;** Mr. Jerry Miller made a motion to approve the minutes with corrections, seconded by Mr. Lee Padgett; the motion carried unanimously.
- III. **Public Input:** None
Amendment: Mr. Jayroe made a motion to amended the agenda to hear findings from Mr. & Mrs. Padgett at 422 Highmarket St. concerning their windows, their application was heard last month, seconded by Mr. Lee Padgett, the motion carried 7 to 0 by a roll call vote.
- IV. **Old Business:**
 1. **Flo Sunoo** is requesting the approval of replacement windows at 419 Queen Street. **Tracy Gibson/City Staff** told the Board that the applicant's agent came before the Board on January 7, 2019 for the approval of installed vinyl windows, 2 over 2 with the grids in between the glass. The Board said the windows were not approvable windows and asked the representative to withdraw the application and come back with more information. **Mr. Chris Lepera/Representative** stated that he installed new insulated, vinyl windows, 2 over 2, with the grids on both sides of the glass, (13 windows in total). **Ms. Gillespie** stated that this application was more difficult than it should have been for both the applicant as well as the Board because the windows were installed without approval, and the windows that were installed were not approved by the guidelines and asked that in the future this type of thing not be done. Mr. Jayroe agreed and said the Board is here to help and uphold the guidelines, so the contractors can come in and do more work.
Public Input: None

Motion: Mr. Lee Padgett made a motion to approve the application as submitted, citing Design Standards for Residential Properties, Chapter 3; Section 17.0; page 68 (Windows & Shutters). Mr. Padgett also stated that even though the windows are simulated divided light windows and that are not normally approved, this is a special circumstance, an exception is being made, seconded by Mr. Miller; the motion carried 7 to 0 by a roll call vote.
 2. **Mr. & Mrs. Padgett** are before the Board with updates to windows they would like to replace at 422 Highmarket St. **Mr. Ted Ulrichsen/Contractor** told the Board that they have explored the windows in the home and the (left side) driveway side of the home the windows are rotted and being held together by brackets, and painted on. The sills are all gone, and the interior of the windows are in bad condition. The front 2 windows on the driveway side are caulked in. Out of the 4 windows on the right side only 1 can be salvaged. The windows on the front of the house can be saved. The windows on the left side of the home are salvageable. The price to rebuild and save the bad windows would be a lot. Ms.

Padgett said they have invested a lot of money in the windows and would not want to lose that money, the windows cannot be returned because they are custom made. The Board asked if they could come to the home and have an onsite meeting on Wednesday, February 6, to make a decision. Ms. Padgett agreed.

V. New Business:

- 1. St. Mary Catholic Church** is requesting the approval to replace wooden doors at 317 Broad Street. **Tracy Gibson/City Staff** told the Board that St. Mary's Catholic Church would like to change the wooden doors in the Parish Hall building; they request the approval of wooden doors with glass for security purposes. **Mr. Ed Kimbough/Representative** said they came before the Board last month for guidance, the doors are not for the main sanctuary, but for the Parish Hall building. The current doors are full wood doors and the new doors will give the ability to see out for security. The new doors will be fiberglass with wood finish.

Public Input: None

Motion: Mr. Dwayne Vernon made a motion to approve the application as presented, citing Design Standards for Residential Properties, Chapter 3; Section 8.0; page 41 (Doors & Entrances), seconded by Mr. Lee Padgett; the motion carried 7 to 0 by a roll call vote.

- 2. St. Mary's Catholic Church** is requesting the approval to extend the fence on the West side of the property and replace the existing fence on the front and side of the property at 513 Highmarket St. **Tracy Gibson/City Staff** said the request is for fencing. **Mr. Ed Kimbough/Representative** said this request is for fencing for the Church's rectory, the property next door is an apartment complex and the desire is to have more privacy by adding 80 ft. of fencing around the West side of the property that will connect to an existing fence, and add a picket fence in the front on Cannon Street. The fence on the West side will be carried to the maximum height that is allowed and then stepped down if required. **Mr. Jayroe** asked that a transition post be added on the corner of Cannon St. to join the existing fence and newly proposed picket fence. The Board asked that the privacy fence have some type of finish.

Public Input: None

Motion: Mr. Padgett made a motion to accept the application as presented, citing Design Standards for Residential Properties, Chapter 4; Section 19.0; page 79 (Fences, Gates, & Walls) with the understanding that the shadow box design that runs along the apartment complex transitions down and marry into the picket fence at the front of the yard, seconded by Mr. Vernon; the motion carried 7 to 0 by a roll call vote.

- 3. Mr. Neil Lareau** is requesting the approval to add a new 2 car garage, addition to the original building, porches, new roof, fence, and gates at 202 Wood Street. **Tracy Gibson/City Staff** told the Board that the applicant would like to construct a new 2 car garage, an addition to the original building, porches, new roof, fence, and gates. **Mr. Tom Krowka/Architect** said this property was purchased and the new owner would like to renovate the house. The foot print of the home will stay the same, a 2 car garage is requested that will be pushed back on the property and a breezeway that will be connected to the home. The roof will be metal, the windows that can be repaired will be

repaired and the others replace, after the Board's approval. The owner is interested in purchasing a Jeld Win brand, wood clad, with true divided lights, he does not want to buy all wood windows because of the maintenance issues. The Board said Jeld Win offers an all wood window with a 20 year warrantee. **Mr. Vernon** said the windows that are in the house should remain and be repaired rather than being removed. **Mr. Krowka** asked about installing storm windows. **Mr. Vernon** said the guidelines encourage storm windows, and Baker's Glass has some that have been used in the historic district. **Mr. Krowka** said there will be a brick fence in the rear yard. There will also be an addition to the building in the rear. There will be no fence in the front yard. The porch floor will be replaced, and it will extend around the side of the house, on the breezeway side of the house. **Ms. Gillespie** stated that the garage is a new structure and needs to be identify as a new structure. **Mr. Miller** said this distinction can be subtle but it needs to be distinguished as a new structure. **Mr. Vernon** said the garage doors and other trim/detail work identifies the garage as a new structure. The Board did suggest that the cupola needs some more details. Mr. Krowka said he would discuss it with the owner and may remove that detail from the plan. **Mr. Vernon** said the piers of the brick fence seems to be too much for the house. **Mr. Krowka** said the gates will be black aluminum that gives the wrought iron look. **Mr. Vernon** said if the gates are changed to have more ornamented designs, it should be brought back before the Board for approval. **Mr. Padgett** said the porch addition should be distinguished as an addition and not identical to the existing. **Ms. Gillespie** said the porch is a continuation of the existing porch. **Mr. Krowka** said he could leave off some of the details if he needed to. **Ms. Gillespie** said because the house is so busy, she feels the porch should be treated as a continuation and have the same details. **Mr. Vernon** agreed with Ms. Gillespie and said the design should stay as Mr. Krowka has it drawn. **Mr. Padgett** said he had issues with the new addition on the rear of the house having all the elements of the original house and having nothing to differentiate it as a new addition. **Mr. Krowka** said he did add a bigger trim on the new addition. **Ms. Gillespie** said the larger trim board would be enough to show that it is a new construction. The Board noted that the additions and the fence was on the original plans that were submitted in 2015. The only difference is the 2 car garage, it's location on the lot, and the breezeway. **Mr. Vernon** asked if the Board could just vote on the new elements since everything else was presented previously. The Board said since it has been over the 2 years life of the COA, it would all need to be voted on again.

Public Input: None

Motion: **Mr. Vernon** made a motion to approve the application as submitted, citing **Design Standards for Residential Properties, Chapter 3; Section 14.0; page 57 (Porches, Columns, and Railings), Section 15.0; page 63 (Roofs), Chapter 4; Section 19.0 page 79 (Fences, Gates, & Walls), Section 20.0; page 83 (Garages, Sheds, Outbuildings, & Ancillary Outdoor Structures), Chapter 5; Section 23.0; page 92 (Additions).** *The copula was not approved, and should be submitted separately.* **Seconded by Ms. Abate'; the motion carried 7 to 0 by a roll call vote.**

- 4. Mr. John Kester** is requesting the approval to construct a carport and install fencing in the backyard of 117 Meeting Street. **Tracy Gibson/City Staff** said the owner is requesting the approval to construct a carport and install a fence in the rear yard. **Mr. Kester** told the Board that he did not have the drawings or the elevations for his carport when he came for approval of his house. They would also like to get approvals for the fence that will be in the rear yard that is identical to the fence that was approved for 315 Prince Street. The gates

that were approved for 315 Prince Street will also be duplicated. The doors to the carport will be either flushed or paneled if recommended by the Board. The columns will be the same as the ones on the porch of the main house. It was recommended that the doors be 5 or 2 panel fiberglass doors. **Ms. Gillespie** said because the doors are not seen from the road it is at the owners discretion to what type of door to use. The carport will have a shingle roof. **Mr. Jayroe** asked if the chain linked fence on the side yard would be removed. **Mr. Kester** said yes it would be replaced with the new fence.

Public Input: None

Motion: **Ms. Gillespie** made a motion to approve the application as presented, with the stipulation that the doors on the carport be fiberglass with panels, if that's not available a flush door will be accepted, citing Design Standards for Residential Properties, Chapter 4; Section 19.0; page 79 (Fences, Gates, & Walls), Section 20.0; page 83 (Garages, Sheds, Outbuildings, & Ancillary Outdoor Structures). **Seconded by Mr. Miller; the motion carried 7 to 0 by a roll call vote.**

5. **Patricia Devine-Harms & Steve Harms** are requesting the approval to replace balcony decking, install ceiling over deck, install awnings, and adding a mural to the side of the building at 908 Front Street. **Tracy Gibson/City Staff** said the Harms has purchased a commercial/residential building formally known as Outlaws Originals and will be opening Purr & Pour Cat Café' on the first floor and two apartments on the second floor will be occupied. **Ms. Patricia Devine-Harms** told the Board that the Cat Café' is a haven for cats for adoption, and there will be a part of the café' that will offer coffee, tea, snacks, beer, and wine. **Mr. Steve Harms** said they will be replacing the second floor balcony decking with Trex type product, install ceiling to cover all second floor balcony rafters; it would be wooden and finished to match the front door, and attaching wooden braces under all second floor balconies, stained to match the front entrance (a total of 10 brackets). **Mrs. Devine-Harms** said they would like to install awnings similar to the one next door to their building, above the front second floor balcony and the rear second floor entrance, the awning company will recommend the dimensions of the awning. The awnings are requested so that the tenants would be able to enjoy the deck and to reduce the heat and weathering. **Ms. Gillespie** said she didn't think a decision could be made on the awnings because the Harms did not have the dimensions however she suggested awnings without the sides. There is also a request to paint approximately 7 ft. of the West side wall with a white background and adding paw prints coming down and ending with the cat logo. The final request is for alterations to the courtyard on the East side of the building by installing a gate or just an opening in the existing railing and adding brick/concrete landing and steps that would allow entrance. The platform will be 4 ½ ft. wide, and 4 ft. deep, constructed of brick, with 2 steps. **Mr. Harms** asked if a gate would be required or if he could just have an opening. The Board said that would be a Building & Planning approval. **Ms. Gillespie** had concerns about the brackets size and placement that are proposed. **Mr. Harms** said the brackets will be attached to the rafters and could be recessed. **Mr. Vernon** did not agree with the addition of the brackets, saying it would appear that history is trying to be added to the building, but he suggested adding a band to enhance the brackets if they are installed.

Public Input: None

Motion: Mr. Padgett made a motion to accept the application as submitted, citing Design Standards for Commercial Properties; Chapter 6; Section 30.0 page 114 (Balconies), Section 28.0; page 110 (Architectural Features) *The approval for the awnings was not given until the size and scale is established, seconded by Ms. Abate’; the motion carried 5 to 1 (Mr. Vernon cast the downward vote) Mr. Kevin Jayroe was recused.*

VI. Board Discussion:

Mr. Vernon told the Board about the Charleston Home Show he attended, the BAR had an open forum and they had a Q & A, and he thought the Interior Standards & Briefs would be a good tool for this Board, and hopes City Council will give their approval. **Ms. Abate’** said if the Board uses the Standards, wouldn’t they have to be available to the public. **Mr. Miller** suggested a Board workshop to discuss more materials to help and for the Board to share ideas.

Ms. Gillespie had concerns about homes that are being demolished due to neglect, specifically a house that is on Wood Street, and asked that the City Staff look into this. There were several other houses mentioned.

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

Submitted By,

*Debra Grant
Board Secretary*