

**Architectural Review Board
February 5, 2018**

MINUTES

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

MEMBERS ABSENT: Kevin Jayroe

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

- I. **Call to Order**
- II. **Approval of minutes for December 4, 2017;** Ms. Abate' 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. **The City of Georgetown is requesting the approval to replace the windows and roof in the public rest rooms at the Kaminski House, 1003 Front Street.**

Rick Martin/City Staff told the Board that Orlando Arteaga/City Engineer was over this project, which is requesting to replace the windows and to install a standing seam metal roof. This building is contributing to the Historic District.

Orlando Arteaga/City Engineer said he is representing the City with this request; the project will include the replacements of the windows (5), metal roof, soffit trim boards, and interior fit out. There will be no other exterior renovations. The replacement windows will be aluminum clad windows that are rated for the wind zone. The roof will be standing seam metal. The soffit trim will be replaced with wood boards. **Ms. Clare Reigart** asked if the windows could not be repaired rather than replaced. **Orlando/City Engineer** said after some investigation the windows were determined to have asbestos and lead paint, instead of trying to disturb them it is better to remove the whole window unit and replace them. The Board said if the windows had to be removed they should be replaced with a wooden window, but the applicant is strongly encouraged to try and repair the existing windows, also an option of installing storm windows could be considered. It was also suggested that the casing around the existing windows should remain if the windows are replaced. **Mr. Vernon** said the fascia/soffit trim will fall under maintenance and does not need the approval of the Board, unless the design or profile was being changed.

Tim Chatman/City Public Works said the current metal roof has metal panels that were blown off several times during wind storms and had to be put back, however there is no evidence of interior leaking. It was suggested by the Board that the applicant could research a product (hydro-stop) to repair any rusted areas of the roof and paint it. The Board gave the applicant the option to have the application voted on or withdraw the application and try to do repairs or if this cannot be done the applicant can come back under old business.

Rick Martin/City Staff suggested that the application be withdrawn and come back under old business if necessary, Orlando agreed and withdrew the application.

- V. **Discussion:**

1. **Ms. Sally Gillespie is seeking comments on an arbor at 816 Prince Street.**
Rick Martin/City Staff said the next item is for discussion only.
Sally Gillespie/Applicant said she would like to install an arbor in her side yard, the arbor will be compatible to the extension on the rear of her home and will be stained. This is not listed to in the guidelines and is before the Board to determine how this application should be handled. **Jerry Miller/Chairman** said if the structure will be in the rear yard, not visibly seen and constructed of materials commonly found in the area (wood or brick) it would be allowed. **Ms. Gillespie** said the arbor would be seen from the road and will be a permanent structure. Because there is nothing cited in the guidelines the Board could not vote.

2. **Mr. & Mrs. John Kester are constructing a new home on Meeting Street and would like some feedback and guidance from the Board. The lot is 57 x 150, the house will be narrow and long to be able to meet their needs. Enough access will be left to have entrance to a detached garage on the right side yard. The shutters will be to scale to the windows and will be functioning, the columns will be squared, and the foundation will be brick. The Board did not have any issues with the drawings.**

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

Submitted By,

*Debra Grant
Board Secretary*