

MINUTES
Architectural Review Board

July 11, 2016

MEMBERS PRESENT: Dwayne Vernon, Jerry Miller, Deborah Smith, & Sally Gillespie

MEMBERS ABSENT: Kevin Jayroe, Clare Reigart, & Linda Abate'

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

- I. **Call to Order**
- II. **Approval of Minutes: Ms. Deborah Smith made a motion to approve the minutes as presented, seconded by Mr. Dwayne Vernon; the motion carried unanimously.**
- III. **Public Input: None**
- IV. **Old Business:**

- 1. **Sam & Brooks Hamilton** are requesting the approval to screen a portion of an existing porch and change a window to a door for access at 132 St. James Street.

Rick Martin/City Staff told the Board that this application was a continuation from last month's meeting, to allow the applicant to come back with more information and drawings. The request is to screen the left portion of existing porch and to replace a window with an entry door.

Ms. Brooks Hamilton/Applicant told the Board that she is presenting the elevations for the project to help clear up any questions. **Mr. Vernon** asked where the screen frame will be located. **Ms. Hamilton** said the screen will be on the interior of the handrails and columns, however she will approve whatever her contractor recommends.

Public Input: None

Motion: Mr. Vernon made a motion to approve the application as submitted, citing Residential Guidelines Section 24; page 66 (Porches), Section 28; page 73 (Screens), Section 40; page 89 (Windows), and Section 8; page 38 (Doors), seconded by Ms. Gillespie; the motion carried 4 to 0 by a roll call vote.

- V. **New Business:**

- 1. **Mr. Melvin H. Huell, Sr.** is requesting the approval to construct a two-car garage at 430 Duke Street.

Rick Martin/City Staff told the Board that the request is for a two car garage, having two stories that will have paneled doors made of aluminum, side door will be 6 paneled fiberglass, the windows will be the same as on the existing home, siding will be 8" German siding, and shingle roofing. The structure has met zoning requirements and setbacks.

Mr. Melvin Huell, Sr. /Applicant told the Board that the house that is being renovated is very small and has no storage and this garage will give off-street parking as well as storage.

Ms. Gillespie asked what the pitch of the garage will be. **Mr. Huell** said the garage roof pitch

will be 12 x 12 for storage. **Ms. Gillespie** stated that the aluminum doors proposed are acceptable. **Mr. Huell** said the entry to the garage will be from Cannon Street, and the windows and door will face Duke Street.

Public Input: None

Motion: Ms. Smith made a motion to approve the application as submitted, citing Residential Guidelines Section 22-B; page 63 (New Construction/Secondary Buildings), seconded by Ms. Gillespie; the motion carried 4 to 0 by a roll call vote.

- 2. Vann & Laura Tucker** are requesting the approval to repair existing deck, add slopped roof, and convert to screen porch at 627 Front Street.

Rick Martin/City Staff told the Board that the request is to repair the rear deck and add screen, the porch roof will have standing seam metal roof.

Mr. Vann Tucker/Applicant told the Board that he and his wife are moving to the space above his business and would like to make repairs to the deck to enjoy and also have access to the flat roof. **Ms. Smith** asked if the new deck will be the same depth. **Mr. Tucker** said the new deck will be 1 foot wider and 1 foot more in depth. **Mr. Tucker** said there will be 28 inches left for a screen door, and also enough room will be left to have a ladder used for maintenance of the flat roof. **Ms. Gillespie** asked about the attachment of the pickets. **Mr. Tucker** said the pickets will have a 2 x 4 border on top and bottom. **Mr. Vernon** asked about the wooded support columns. **Mr. Tucker** said the current wood post may be replaced if the deemed necessary by the engineer or contractor, the stairs on the ground level will remain and possibly repaired where necessary, and the HVAC platform will remain. **Rick Martin** said the engineer plans will be the plan that staff will go by when issuing a permit. **Ms. Gillespie** suggested a simple design for the screen door, and Mr. Tucker agreed. **Mr. Vernon** made a comment about using the new screening system that could eliminate the balusters, but asked that he verify the allowance by codes. **Rick Martin** said he recommends the Board to approve the application with the balusters and if the applicant could get the paperwork from the manufacture approving the screen system before permitting then it would be allowed.

Public Input: None

Motion: Mr. Miller made a motion to approve the application as submitted, with the understanding that the 2 existing post will be removed and the decking supports will be replaced as shown in the drawing and if code allows the new screen system may be used in lieu of pickets, citing Water Front Guidelines Section 4.2; page 4-20 (Decks) and Section 4.5; page 26 (Roofs), seconded by Ms. Gillespie; the motion carried 4 to 0 by a roll call vote.

- 3. Herbert & Jacqueline Barth** are requesting the approval to remove wood siding and replace with Hardie Plank at 322 Queen Street.

Rick Martin/City Staff told the Board that the home is contributing to the district and the owner would like to remove all wood siding and replace with smooth Hardie Plank siding.

Mr. Barth/Applicant said the home is old and crooked and he had Ram Jack come in and level the floor system but the siding is still in need of repairs. He would like the Hardie Plank because it will show no difference to what is there now and is better to perform maintenance. **Ms. Gillespie** asked if there is a lot of rotting wood on the home and where. **Mr. Barth** said yes, he had replaced some already and would like to just replace it with the Hardie Plank. **Ms. Gillespie** said if the foundation repairs caused the stress on the siding could the owner not just re-hang the existing siding. **Mr. Barth** said no because he has some rotting boards also. **Ms. Gillespie** said #1 the house is contributing to the district and it is important and the materials are important, the architectural is unique, and the Board does not allow a substitute material on contributing homes; Appendix C/#6; page 99 and Section 22; page 62 (Framing Dwellings) were read into the record. **Mr. Barth** showed the Board a picture of a home in the district that has Hardie Plank installed, on Orange Street. The Board asked Staff to investigate the material being used on the home.

Public Input: None

Motion: Mr. Vernon made a motion to deny the application, seconded by Ms. Gillespie; the motion carried 4 to 0 by a roll call vote.

- 4. Prince George Episcopal Church** is requesting the approval to construct a temporary handicapped ramp and replace rear windows on Christian Education building; requesting to use the same windows on front of building (vinyl clad windows that were previously approved).

Rick Martin/City Staff told the Board the handicapped ramp will be temporary and the permanent ramp will be constructed at a later date, the windows in the rear are rotted and they would like to replace them with the windows that were previously approved on the front of the building (2011). The building was built in 1996.

Mr. Bill Brabson/Representing the Applicant told the Board that the windows that were original to the building were wood but they began to rot and the front windows were replaced with Marvin aluminum clad windows and that is the request for the rear; 6 over 6 divided lite with putty glazed windows. The half round window was tested and the contractor said it is solid. The request is only for the 5 windows. The handicapped ramp will be constructed of wood and will be temporary, the permanent ramp will be constructed on the cemetery side and will have entry on both sides. **Mr. Brabson** said the reason a temporary ramp is being considered is because the cost of the permanent ramp is expensive and the temporary ramp will be done for free and is needed to have a safe way to enter the church that is up to code. **Mr. Vernon** asked that City Staff inspect the ramp to make sure it meets all codes. **Ms. Gillespie** asked what the building materials would be. **Mr. Brabson** said the entire ramp will be made with wood material. **Ms. Gillespie** asked that the wood not be left unfinished but painted or stained. **Mr. Vernon** suggested a non-slip finish on the deck boards. **Mr. Brabson** said the new steps in front of the building will be wooden also.

Public Input: None

Motion: (1) Mr. Vernon made a motion to approve the request for the handicapped ramp as presented with the understanding that the ramp will be finished with paint or stain and

the rails on the ramp will be 5 ¼ inch boards, citing Residential Guidelines Section 17; page 54 (Handicapped Access Ramps), seconded by Ms. Smith; the motion carried 4 to 0 by a roll call vote.

(2) Ms. Gillespie made a motion to approved the windows as presented, citing Residential Guidelines Section 40; page 89 (Windows), seconded by Mr. Vernon; the motion carried 4 to 0 by a roll call vote.

VI. Board Discussion: None

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

Submitted By,

*Debra Grant
Board Secretary*