

**Architectural Review Board
March 6, 2017**

MINUTES

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

MEMBERS ABSENT: Clare Reigart

OTHERS PRESENT: Janet Grant & Debra Grant

- I. **Call to Order**
- II. **Approval of Minutes:** February 6, 2017; **Mr. Jayroe made a motion to approve the minutes as submitted, seconded by Mr. Norton; the motion carried unanimously.**
- III. **Public Input: None**
- IV. **New Business:**

- 1. **Mr. Melvin Huell/dba/MelBar Holdings, LLC** is requesting the approval to construct a new roof on the upstairs apartment at 304 St. James Street, *(the application was amended to include the gutters)*. **Ms. Janet Grant/City Staff** told the Board that Mr. Huell is requesting the replacement of a shed roof with a gable roof.

Mr. Melvin Huell Sr./Applicant said the roof will be a 5/12 pitch gable roof and re-shingled, the gable end will have a hardi board that will be textured and painted to match the stucco on the building.

Public Input: None

Motion: Mr. Dwayne Vernon made a motion to approve the application as submitted and to include the replacement of the gutters to match the existing, citing Residential Guidelines Section 26; page 71 (Roofs) and Section 16; page 53 (Gutters), seconded by Ms. Linda Abate'; the motion carried 6 to 0 by a roll call vote.

- 2. **Ms. Susan Lumpkin** is requesting the approval to replace rotten wood around windows (3), replace some window panes, and install and awning at 107 Screven Street. **Ms. Janet Grant/City Staff** told the Board that Ms. Lumpkin would like to replace windows and trim, as well as adding awnings at 107 Screven Street.
Ms. Susan Lumpkin/applicant said she has to replace the wood trim around her windows and replace the windows with thermal insulated windows. The one existing awning will be removed and three (3) canvas awnings will be installed (same color and style that are located at the Rice Bird Store on Front Street). The windows will have no dividers and placed in a pressure treated wood frame. The awning will be 48 inches wide. **Ms. Lumpkin** will come back under old business to get the approval of the replacement door.

Public Input: None

Motion: Mr. Kevin Jayroe made a motion to approve the application as presented, citing Water Front Guidelines Section 4.1.14-4.1.18; page 4-13 (Windows) and Section 4.1.21-4.1.24; page 4-15 (Awnings), seconded by Mr. Michael Norton; the motion carried 6 to 0 by a roll call vote.

3. **Mr. Gary Boyer** is requesting the approval to revise his porch plans (previously approved) and install a privacy fence at 612 Highmarket Street. **Ms. Janet Grant/City Staff** told the Board Mr. Boyer has come before the Board several times to get approvals and revisions for a rear porch.

Mr. Gary Boyer/applicant said that the footprint has been enlarged to make the porch more usable. The previously approved bump out has been removed. Mr. Boyer is also removing some of a chain link fence and replacing it with a picket fence that will be along the side yard, the spacing may be closer between the pickets. Mr. Boyer asked if he could be approved to use the 6 in. wide pickets instead of the 4 in., but the Board suggested that he use the 4 in. pickets because it would be more complimentary.

Public Input: None

Motion: Mr. Michael Norton made a motion to approve the application as presented, citing Residential Guidelines Section 24; page 66 (Porches) and Section 11; page 45 (Fences), seconded by Mr. Kevin Jayroe; the motion carried 6 to 0 by a roll call vote.

4. **Mr. Fred Gant** is requesting the approval to perform minor renovations to the rear porch on the main house and the garage, and replace the wood fence at 405 Front St. **Ms. Janet Grant/City Staff** told the Board that the request is for alterations and a wood fence. (*Mr. Dwayne Vernon was recused*)

Mr. Dwayne Vernon/Representative for Applicant told the Board that there are three (3) parts to the application; (1) small porch expansion, (2) garage renovations, and (3) wood fence. The stairs on the porch will be removed on the river side, and the porch and the roof will be expanded, a floating post will be removed and 4 x 6 post will be installed. The handrail will be a Georgetown handrail with slap boards. The fence will be a simple picket fence, 4 ft. tall, with a solid kick board, with finished 6 x6 post. The garage will have the garage doors replaced with two (2) double doors that will be 6 panel metal door. There will be roof extensions on the garage that will be 4 ft. 8 inches and supported by decorative brackets. The garage and the house will both be shingled.

Public Input: None

Motion: Ms. Linda Abate' made a motion to approve the application as submitted, citing Residential Guidelines Section 24; page 66 (Porches) and Section 11; page 45 (Fences), seconded by Mr. Michael Norton; the motion carried 5 to 0 (Mr. Vernon was recused).

- V. **Board Discussion: Mr. Miller told the Board that the consultants that are updating the Historic Guidelines will be coming the week of March 27, 2017, to meet with the Board and conduct a public meeting. Several Board Members could not attend on that date, Mr. Miller said he would call the consultants to try and get a different date.**

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

Submitted By,

*Debra Grant
Board Secretary*