

**Architectural Review Board  
May 1, 2017**

**MINUTES**

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

**MEMBERS ABSENT:** Clare Reigart

**OTHERS PRESENT:** Rick Martin, Janet Grant, Cindy Thompson, & Debra Grant

- I. **Call to Order**
- II. **Approval of Minutes:** April 3, 2017; **Ms. Linda Abate' made a motion to approve the minutes as submitted, seconded by Mr. Kevin Jayroe; the motion carried unanimously.**
- III. **Public Input: None**
- IV. **New Business:**

- 1. **Mr. & Mrs. John Matheson are requesting approval to add banisters and handrails on front porch, and add pedestrian gates and wrought iron gate at 605 Prince Street.**

**Rick Martin/City Staff** told the Board that the owners would like to renovate front steps, repair fence and add iron gates.

**Mr. & Mrs. John Matheson/Applicants** told the Board that they have owned the home for over 10 years and had damages to their brick wall during Hurricane Matthew, when cleaning up the debris there was evidence of gates in the wall, they would like to restore the wall and add two (2) pedestrian gates, get rid of a chain link fence that is there and add an entrance gate, and install a banister and handrails on the front steps. **Mr. Vernon** asked if the stairs were original. **Mr. Matheson** said no they are not original to the home. **Mr. Vernon** asked if there are any photos showing handrails. The **Matheson's** said no there is no photos showing or proving that there had ever been handrails or the type of handrails. **Ms. Matheson** said they are requesting the position of the handrails because it would be aesthetically pleasing and it would be protected from the weather by the eaves. The center handrail that is currently there will be removed. There will be no front gate installed at this time.

**Public Input: None**

**Motion: Mr. Dwayne Vernon made a motion to approve the application as submitted, citing Residential Guidelines Section 24; page 66 (Porches), Section 25; page 68 (Porch columns & railings), and Section 11; page 45 (Fence), seconded by Miller; the motion carried 6 to 0 by a roll call vote.**

- 2. **Don Trimble is requesting approval to replace railings on his front porch at 222 Cannon Street.**

**Rick Martin/City Staff** the applicant has installed the railings and pickets on the porch of his home and would like to get the Board's approval. **Mr. Vernon** asked if Mr. Martin was requiring the railing to meet code. **Rick Martin/City Building Official** said no.

**Mr. Don Trimble/Applicant** said when he bought the home he obtained a building permit for the repairs to the front porch decking, and at that time he discovered that the entire porch had to be repaired, and in looking at the post, he discovered nail holes in the post and he pulled a permit to replace the railings that he felt were original to the home. The height

of the railings are 30 inches, (**Mr. Martin** said the code for the railing is 36 inches for residential). **Mr. Miller** asked if Mr. Martin would grant approval for the railings if they do not meet code. **Mr. Rick Martin** said he could not sign off on the railings if they did not meet code, however he would not disallow them since there is evidence of the location of previous rails, and the precedence has been set.

**Public Input: None**

**Motion: Ms. Linda Abate' made a motion to approve the application as submitted, citing Residential Guidelines Section 25; page 68 (Porch columns & railings), seconded by Mr. Kevin Jayroe; the motion carried 6 to 0 by a roll call vote.**

- 3. Mr. James Moody is requesting approval to extend the roof line on a deck at 119 Broad Street** (*Staff asked that the agenda be amended to allow Mr. Moody to be heard at this time*).

**Rick Martin/City Staff** told the Board that Mr. Moody would like to extend his roof over the rear deck at his home.

**Mr. James Moody/Applicant** said he built an open deck and installed a temporary roof fixture and would like to extend the roof line to make it permit. He would like to add screening at a later date but not asking for this approval tonight. Nothing will be changed with the roof, gable, or trim details. Mr. Moody said he will be installing naturally stained wood lattice around the foundation. There will be a 6 x 6 floating post to support the gable (this is not stated in the application), that will match the other post. (Exhibit 1 showing the changes was entered into the record)

**Public Input: None**

**Motion: Mr. Kevin Jayroe made a motion to accept the application as submitted with changes stated, citing Residential Guidelines Section 26; page 71 (Roofs), seconded by Ms. Linda Abate'; the motion carried 6 to 0 by a roll call vote.**

- 4. C3B LLC is requesting to replace garage door with new triple window, replace existing windows, enlarge front porch, replace roof with new metal roof, and new stucco exterior at 406 Queen Street.**

**Rick Martin/City Staff** told the Board that the request is to replace garage door with new triple window, replace existing windows, enlarge front porch, replace existing roof with new metal roof, and add stucco to the exterior. Mr. Martin said the packet has all the information needed.

**Mr. Bill Barbson/Applicant** said this project is a collaboration of him and his wife and another couple. The request to stucco only the front of the house up to and including the gable. The German siding under the aluminum siding will be repaired and used if possible on the other gables. The left side of the front elevation will have triple windows installed, the garage door on the right side of the front elevation will be removed and triple windows will be installed there also for more lighting. The front door will be replaced with a two panel wood door and a two panel storm door to match. The porch will be enlarged going from 6 ft. to 13 ft. and the pitch on the porch will be changed to match the pitch of the house. The left elevation has two windows that will be replaced with the same size windows, no changes to the rear elevation except the replacement of the wooden windows, the right elevation one door will be removed and a window will be installed, so there will be three windows and a

door on that elevation. A metal roof is also requested, multi-ribbed 30 inch panels. The windows will be simulated divided vinyl windows or something other than wood.

**Public Input: None**

**Motion: Ms. Abate' made a motion to accept the application as submitted, citing Residential Guidelines Section 14; page 52 (Garages, Sheds, and Outbuildings), Section 40; page 89 (Windows), Section 24; page 66 (Porches), Section 26; page 71 (Roofs), and Section 32; page 78 (Siding), seconded by Ms. Gillespie; the motion carried 6 to 0 by a roll call vote.**

**5. Carole D. Sawyer is requesting approval for new construction at 409 Screven Street.**

**Rick Martin/City Staff** told the Board that the request is for an extension to the kitchen, screen porch, mud room, and carport.

**John Marshall/Representative** said he would like to add a back covered/screen porch, extend the kitchen, and add a cover walkway and carport. The crawl space will be enclosed with concrete masonry and painted white, the steps will be brick masonry and fanned, and the railing will be Chippendale (36 inches), the columns will be 8 x 8 squared (*details were submitted as exhibit #2*), black wrought iron coming down the steps on the front and back porches. The carport will be open on the sides with one (1) garage door, the roof pitch will be 8/12 to coincide with the gables located on the house. The front door will be replaced with a solid wooden door & side light unit. The rear door will be replaced with a solid wood, French door with simulated divided light. Shutters will not be replaced at this time, just painted.

**Public Input: None**

**Motion: Mr. Jayroe made a motion to approve the application as submitted, citing Residential Guidelines Section 1; page 25 (Addition) and Section 22; page 59 (New Construction A & B); seconded by Mr. Norton; the motion carried 6 to 0 by a roll call vote.**

**6. City of Georgetown is installing an aluminum fence with gates on the 700 block of Front Street.**

**Rick Martin/ City Staff** told the Board that the City is requesting to replace the wooden fence with an aluminum fence and has tasked Cindy Thompson with getting an approval for the project.

**Ms. Linda Abate'** asked who would pay for the project. **Rick Martin** said the City would. **Ms. Abate'** said she wanted it on record that she disagrees with the City paying for a fence to enclose private property. **Rick Martin** said the fence will be on the City property and the wood fence that is currently there is looking really bad and does not allow the view of the water.

**Mr. Norton** said there has been three fences installed since he has been in Georgetown; the mural, and two others.

**Cindy Thompson/Representative** told the Board that the City would like to install a black aluminum fence that will be 6 x 6 panels with three (3) gates with hinges that will be 12 ft. Ms. Thompson said the City is now waiting for some quotes before deciding on the company that will install the fence. She was not sure of the spacing between the pickets but will get that information, the color will be a black matt (not shiny), the gates will be removable. **Ms. Gillespie** asked if the spikes on top would be a hazard and suggested using the flat top (UAF

200) style. **Mr. Vernon** suggested that the height be dropped down so it would look friendlier. It was said the Maritime Museum will be using that area for events for lease, and it was asked why the Maritime Museum doesn't pay for the fence instead of it being at the taxpayer's expense. It was also suggested that the fence in front of the condos could be used as a template for the height. It was asked what the cost of the fence would be. **Cindy Thompson** said she does not have any bids in but said approximately \$10,000. **Mr. Norton** asked why the fence is being replaced. **Rick Martin** said it is for appearance purposes. There also was a concern about the safety of the property from the rear. **Rick Martin** told the Board that they had a legitimate application in front of them and it needs to be voted up or down tonight.

**Public Input: None**

**Motion: Ms. Sally Gillespie made a motion to approve the application as submitted (with the amendment of the dimension being 6 x 6, 200 ft. long, with 3 matching gates, the style being UAF-200 or a duplicate from another company), seconded by Mr. Norton, the motion carried 5 to 1 by a roll call vote (Ms. Linda Abate' cast the downward vote).**

**V. Board Discussion:**

**Rick Martin/City Staff informed the Board that the Lion's Club will be celebrating their 100<sup>th</sup> anniversary and the City is being given a gazebo and it is requested to be placed in the Frances Marion Park, it will be a wooden structure built in the park. The Board was not in favor of the location because they said the park needs to be open to the public and there are many events that happen there. East Bay Park was suggested as a location.**

**Jerry Miller/Board Chair announced the prospective schedule for the updates of the Historic Guidelines:**

- **May 19<sup>th</sup> first draft**
- **Early June, comments should be submitted back to the consultants (submitted to Jerry Miller and Rick Martin for consolidation)**
- **June 26-27 a visit from consultants (June 26 they will meet with the board and June 27 will be a meeting for public comments)**
- **July 14-17 second draft**
- **The first few days of August the 2<sup>nd</sup> set of comments should be submitted**
- **August 15<sup>th</sup> the finish product (needed to meet the deadline of the grant)**

**Dwayne Vernon told the Board of roof damages at the Maritime Museum that needs to be addressed immediately. He proposes to remove the top portion of the parapet and repair the roof. One window would be replaced with a cased window for service purposes. (The Board gave a verbal approval and asked Mr. Vernon to submit an application for next month's agenda)**

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

*Submitted By,*

*Debra Grant  
Board Secretary*