

**Architectural Review Board**  
**October 16, 2017 (Special Meeting)**

**MINUTES**

**MEMBERS PRESENT:** Clare Reigart, Dwayne Vernon, Kevin Jayroe, Sally Gillespie, Michael Norton, & Jerry Miller

**MEMBERS ABSENT:** Linda Abate'

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

**I. Call to Order**

**II. Public Input:** None

**III. Old Business:**

1. **Mr. & Mrs. Herbert McClary** are requesting the approval of alterations at 220 Screven Street. (Change of property ownership)

**Rick Martin/City Staff** told the Board that this application was approved at the July 10, 2017 meeting and it was pending on the signature of the owner within 30 days of that meeting, this was not done, however since that time the McClarys' has purchased the property and would like a COA for the approvals.

**Motion: Mr. Vernon made a motion to approve the application with no changes, citing Residential Guidelines Section 8; page 38 (Doors), Section 32; page 78 (Siding), and Section 40; page 89 (Windows), seconded by Mr. Norton, the motion carried 6 to 0 by a roll call vote.**

**IV. New Business:**

1. **The Maritime Museum** is requesting the approval of a fence at 729 Front Street.

**Rick Martin/City Staff** said the Maritime Museum is seeking the approval to install a fence at 729 Front Street, the fence would be to ensure the safety of the public.

**Mr. Ford/Representative** said the fence would only be in the rear of the property and is identical to the fence installed by the City of Georgetown, the fence will be 42 inches. There will not be any fencing on the sides at this time. The fence will be a commercial ornamental aluminum fence, the same company that installed the City's fence will be doing the work. *(Mr. Vernon wanted it on the record that he is employed by the Maritime Museum, but has nothing to do with is project and does not have a conflict)*

**Motion: Mr. Jayroe made a motion approve the application as submitted, citing Residential Guidelines Section 11; page 45 (Fences), seconded by Ms. Reigart, the motion carried 6 to 0 by a roll call vote.**

2. **Resolution for Design Guidelines Updates.**

**Rick Martin/City Staff** said the Board's resolution to recommend the approval of the new Design Guidelines is needed to take to City Council. *(All members present signed the resolution).*

**Mr. Miller/Chairman** said Thomason & Walker will be coming back to the area for a training on the new guidelines at a later date. Mr. Miller also commended all involved with the review of the new guidelines. He told the Board that there will be a continuous improvement program that will take care of anything that comes up during meetings. He asked that everyone read the mission state in the new guidelines.

**Mr. Miller made a motion to approve the resolution, seconded by Mr. Vernon, the motion passed unanimously.**

V. **Board Discussion: None**

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

*Submitted By,*

*Debra Grant*

*Board Secretary*