

Architectural Review Board

October 2, 2017

MINUTES

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

MEMBERS ABSENT: None

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

I. Call Order

II. Approval of Minutes: September 19, 2017; **Ms. Linda Abate'** made a motion to approve the minutes as submitted, seconded by **Ms. Clare Reigart**, the motion carried unanimously.

III. Public Input: None

IV. New Business:

1. **Mr. Don Trimble is requesting approval to install operable shutters at 222 Cannon Street. Rick Martin/City Staff** told the Board that the request is to replace the permanent shutters with operable shutters at his house. **Mr. Trimble/Applicant** said he wants to replace the plastic/vinyl shutters on his home with wooden operable shutters. All shutters will be replaced, the front two windows are larger and the shutters will be custom to fit those windows.

Public Input: None

Motion: Ms. Abate' made a motion to approve the application as submitted, noting that the shutters will be wooden, citing Residential Guidelines Section 30; page 75 (Shutters), seconded by **Ms. Reigart**, the motion carried 7 to 0 by a roll call vote.

2. **Yuliya Pipkin is requesting the approval to install a privacy fence in the rear of the property at 1020 Duke Street.**

Rick Martin/City Staff said the owners would like to install a privacy fence in the rear of their property.

Mr. Pipkin/Applicant said that the privacy fence will be to protect their property from the traffic of the bank. The fence will be 6 ft. and pressure treated pine and painted.

Public Input: None

Motion: Ms. Gillespie made a motion to approve the application as presented, citing Residential Guidelines Section 11; page 45 (Fences), seconded by **Mr. Jayroe**, the motion carried 7 to 0 by a roll call vote.

3. **Robert Quinn is requesting the approval to install columns at 530 Prince Street.**

Rick Martin/City Staff told the Board that Mr. Quinn would like to continue the columns that are on the other 3 sides of his home. **Mr. Quinn/Applicant** said the columns will be

added to the stoop on the Queen St. side of his home. The columns will be made of synthetic material and painted.

Public Input: None

Motion: Mr. Vernon made a motion to approve the application as submitted, noting that the new columns will match the existing columns in style, citing Residential Guidelines Section 25; page 68 (Porch Columns & Railings), seconded by Mr. Norton, the motion carried 7 to 0 by a roll call vote.

4. **Naomi Manigault Holmes is requesting the approval to install a privacy fence on the side yard at 310 Wood Street.**

Rick Martin/City Staff said this request is for a privacy fence to be installed on the side yard of a vacant lot owned by applicant.

Mr. Terry Prior/Representative said the fence would be pressure treated pine and 6 x 8 panels. **Ms. Gillespie** told Mr. Prior that a finish of stain or paint needs to be applied to the fence. **Ms. Abate'** asked if the fence would just be on one side of the property. **Mr. Prior** said that is the request at this time.

Public Input: Ms. Doreen Green/Neighboring Owner said she had questions and concerns about the location of the fence. *(After much discussion the Staff pointed out the correct location of the fence).*

Motion: Mr. Miller made a motion to approve the application as submitted, noting that the fence will be pressure treated and will be required to have a painted or stained finish, the new fence will be joined to an existing fence on an adjacent lot owned by the applicant, citing Residential Guidelines Section 11; page 45 (Fences), seconded by Ms. Abate', the motion carried 7 to 0 by a roll call vote.

5. **Mary Louis & John Kenny are requesting the approval to install balusters and railings at 113 St. James Street.**

Rick Martin/City Staff said that the Kenny's are being required to install balusters and railings by their insurance company.

Mr. Mark Smith/Contractor said the home never had railings, however their insurance company are insisting on the railings or they will cancel the insurance. There are three options given (1) wrought iron, (2) metal picket/baluster with a wood cap and bottom rail, (3) all wood railing. The first option is the more desirable option as it would allow the railing to disappear from view and not take away from the front view of the home. Mr. Smith said because this home never had balusters and railings he would like to install wrought iron to comply with the insurance company and keep the integrity of the home. An approval from the Board will show the insurance company that an effort is being made to comply with the request.

Public Input: None

Motion: Mr. Vernon made a motion to approve the application as submitted, allowing option #1, citing Residential Guidelines Section 25; page 68 (Porch Columns & Railings), seconded by Ms. Reigart, the motion carried 7 to 0 by a roll call vote.

V. Board Discussion: None

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

Submitted By,

Debra Grant

Board Secretary

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