

**Board of Architectural Review Minutes
June 6th, 2023
Meeting**

Members Present:

Nancyjean Nettles
Dr. David Price, Vice Chairman
Phil Dixon, Chairman
Beth Huggins
Tim Kennedy
Rachel Burton
Jane Knight

Members Absent:

Staff Present:

Becca Zimmerman, Planner II

Items on the agenda:

Approval of Minutes:

1. May 2nd, 2023 Meeting

Old Business:

1. 100 W. Richardson Avenue Suite D – Variance to sign requirements- TMS#137-07-06-002

New Business:

1. 146 Linwood Lane – Approval after the fact for privacy fence installation on a corner lot TMS # 137-13-08-002
2. 615 S. Laurel Street – Installation of a shade structure at the Saul Alexander Tennis Court TMS # 137-10-09-013
3. 420 W. Carolina Avenue – New construction of an accessory building TMS # 137-10-11-009
4. 609 S. Magnolia Street – Request to demolish existing single-family residence TMS # 137-11-05-002
5. 826 S. Main Street – Installation of privacy wall on a corner lot TMS # 137-14-05-006
6. 800 S. Main Street – Renovation to existing commercial building TMS # 137-14-05-013

Chairman Dixon opened the meeting at 6:01pm. Chairman Dixon asked for consideration of the minutes from the May 2nd, 2023 meeting. Dr. Price made a motion to approve the minutes as submitted. Ms. Nettles seconded the motion; the motion passed unanimously.

Old Business:

1. 100 W. Richardson Avenue Suite D- Ms. Wilson (business owner) gave a presentation regarding digital signage. Ms. Nettles commented that she appreciated the effort put in to the presentation but the content largely was not relevant to the issue at hand. The Board members, Ms. Wilson, and Ms. Zimmerman discussed the rules of the Unified Development Ordinance (UDO), the amendment process and the proper channels to request to have the signage ordinance changed. Ms. Zimmerman and the Board discussed concerns regarding setting precedent for not following existing UDO requirements. Mr. Kennedy made a motion to deny the request to allow the noncompliant signage to remain. Ms. Nettles seconded the motion; the motion passed unanimously.

New Business:

1. 146 Linwood Lane- Mr. Brown (homeowner) explained to the Board that he was unaware that the fencing required additional approvals and that the work had been completed at the time of the installation of their swimming pool. The board members agreed that the design of the fence was appropriate. The board asked for clarification from Ms. Zimmerman regarding the Zoning compliance of the fence. Ms. Zimmerman confirmed that the fence met all Zoning requirements. Mr. Kennedy made a motion to approve the fence as installed. Ms. Nettles seconded the motion; the motion passed unanimously.
2. 615 S. Laurel Street- Ms. Evans presented the Town's proposal to install a shade structure as part of the renovation work at the Saul Alexander Tennis Court. The board members briefly discussed the color and function of the installation. Ms. Nettles made a motion to approve the project as submitted. Dr. Price seconded the motion; the motion passed unanimously.
3. 420 W. Carolina Avenue – Mr. Coutu (contractor) presented the final design for an accessory structure at 420 W. Carolina Avenue. The board members discussed the revised pitch of the roof and window ratio selections for the proposed structure. Mr. Kennedy made a motion to approve as submitted with the following conditions:
 - Windows are to be 6/6 simulated divided lite with appropriate sill and trim details
 - All trim details are to match to the primary residence
 - Louver design to be enlarged (32-inch diameter recommended)
 - The 12/12 roof pitch is to be revised to match the primary residence (8/12 would be acceptable)Dr. Price seconded the motion; the motion passed unanimously.
4. 609 Magnolia Street – Mr. Ruby (property owner) presented his request to demolish the existing house at 609 S. Magnolia Street. Mr. Ruby explained the state of disrepair that the home is in. The board members discussed the state of the structure at length. Ms. Burton and Mr. Kennedy agreed that normally they would oppose demolition, but

this home in particular does not present much architectural merit. The board discussed their options for deferring their vote with Ms. Zimmerman. Ms. Nettles and Dr. Price agreed that they would like to know more about the condition of the structure before making a decision. Mr. Kennedy made a motion to delay their vote on the matter by up to 180 days, to allow time to evaluate the structure and possible alternatives to demolition. Ms. Nettles seconded the motion; the motion passed unanimously.

5. 826 S. Main Street – Ms. Vanscoy (contractor) presented the proposed to create an enclosed area for privacy around a pool installation at 826 S. Main Street. The board members discussed the design and location of the privacy wall. Mr. Kennedy made a motion to approve the proposal with the following conditions:

- Wall section cannot exceed 6ft tall
- Wall section cannot exceed 10ft in length without a pier element
- Piers are to be installed on either side of the gate location
- Piers should be 6.5ft-7ft tall or 8 inches higher than wall element

Ms. Nettles seconded the motion; the motion passed unanimously.

6. 800 S. Main Street- Mr. Taylor presented the proposal to renovate the existing commercial building at 800 S. Main Street. The board discussed the parking area and updates to the elevations of the building. There was discussion between the board and meeting attendees regarding the location of the parking. Ms. Zimmerman explained that while the parking is included in the scope of work, the location of the parking will largely be dictated by the location of grand trees on the property. Ms. Zimmerman pointed out that if the parking were submitted separately from the renovation work, the board would not be reviewing the parking area at all. The board agreed that they would like to see the front elevation of the building be redesigned to resemble a more historically appropriate design. Mr. Kennedy made a motion to defer a decision on the front elevation and parking design to the July meeting, noting that the three other elevations were acceptable as submitted. Ms. Nettles seconded the motion; the motion passed unanimously.

Miscellaneous:

Dr. Price requested that staff look in to a notification method for homeowners in the historic district that communicates the restrictions of the historic district when it comes to exterior work on their property. Ms. Zimmerman confirmed that she would look in to this, and cited that with properties changing hands constantly, a broader outreach method may be the best solution.

Adjourn: Chairman Dixon adjourned the meeting at 8:36pm

Respectfully Submitted,

Becca Zimmerman, Planner II

Date: 7/4/23

Approved: _____

Philip G. Dixon PE, CFM, Chairman Or,

Dr. David Price, Vice Chairman