

MINUTES
HILTON VILLAGE ARCHITECTURAL REVIEW BOARD
TUESDAY, JULY 10, 2018
HILTON MAIN STREET LIBRARY
110 MAIN STREET
7:00 P.M.

PRESENT: Ray Spencer; Chairman; John Schmied; William C. Black; Constance Keator; Jeremy Sommer, John Scruggs

ABSENT: Michele Smith

STAFF: Johnnie E. Davis

- (1) Mr. Spencer called the meeting to order and welcomed the audience.
- (2) Mr. Spencer asked if there was a motion for the June 6, 2018 minutes. Mr. Schmied moved that the minutes be approved as written. The motion was seconded by Ms. Keator and approved with a unanimous vote.

(A) COAHV-2018-0014 - Christine Kramer - 302 Ferguson Avenue, requests a 6 foot privacy fence in the rear yard.

Ms. Kramer stated she would like to construct a privacy fence in the rear yard. After some discussion by the board, Mr. Schmied moved that the application be approved as submitted. Ms. Kramer asked for clarification on the height of the fence. She stated she would like to know if the entire fence in the rear yard can be 6 feet. She asked the board to approve the height of the fence that connects to the house over to the fence running along the the side property line to 6 feet. The board discussed the height change. Mr. Spencer asked if there were any questions from the audience. There were no questions. Mr. Schmied moved that his motion be amended to approve the application with the stipulation that the entire fence in the rear yard shall be 6 feet. The motion was seconded by Ms. Keator and approved with a unanimous vote.

(B) COAHV-2018-0015 - Claytor Memorial Clinic - 10401 Warwick Boulevard, requests a post mounted sign to read: "Claytor Memorial Clinic-Child & Adolescent Psychiatry Richard L. Claytor, Jr., MD - Monica L. Wiltjer, PA-C, install a window in the side wall of the second-story of the house, paint the exterior of the building, install two (2) heat pump units in the side yard, and install a 6' fence in the side yard.

Ms. Monica Claytor stated she and her co-owner were not aware of the guidelines requirements when they started to make repairs to the building. She stated she told the codes compliance inspector that she did not know that she needed to get approval. Mr. Schmied asked

how many windows have been replaced in the building. Ms. Claytor stated that there were six windows replaced in the addition. Mr. Schmied stated that the application is for only one window in the main house. Ms. Claytor stated the remaining windows are in the addition of the building and she did not think that she needed to get approval for them. Mr. Schmied stated it does not matter whether the windows are in the addition, all of the windows have to be approved by the board. Ms. Claytor stated she has already received a building permit from Codes Compliance to replace the windows. Mr. Davis stated he wanted the board to be aware that according to the zoning ordinance an outpatient care clinic is not allowed in the commercial district. He stated that the applicant may have a problem with Codes Compliance when she requests a Certificate of Use and Occupancy for her business. Ms. Claytor stated Codes Compliance has already issued her a Certificate of Use and Occupancy. Mr. Schmied asked about the six feet fence. Ms. Claytor stated the fence was needed for security purposes to enclose the two heat pumps. Mr. Schmied stated the heat pumps should have been approved by the board prior to their installation. He stated there is a possibility that the board may not have agreed on the location of the pumps; therefore, the fence may not be as visible. Mr. Mark Perry, the adjacent neighbor, suggested using the same style of fence that his neighbor has that is located along the rear of the property and lowering the height of the fence. Ms. Claytor suggested using a Shadow Box fence which is better for security purposes. The board discussed the height of the fence. Ms. Keator asked about the sign pole. Ms. Claytor stated although the submitted drawing does not look like the existing poles in the commercial district, the new pole will match the existing poles with the chamfered edges. She further stated she took a paint chip to the Main Street Library and matched the color of the chip with an approved color on the paint chart. Mr. Spencer asked the board if there were any further questions. There were no questions. Mr. Spencer asked the audience if they had any questions. There were no questions. Mr. Schmied moved that the application be approved with the following stipulations: (1) that the height of the fence installed around the heat pumps shall be 4 1/2 feet, (2) that the style of the fence shall be Shadow Box, and (3) that the sign pole shall match exactly the single post-mounted poles in the commercial district. The motion was seconded by Mr. Scruggs and approved with a unanimous vote.

(C) COAHV-2018-0016 - James Spalding - 73 Hopkins Street, requests to demolish the existing garage in the rear yard and construct a new garage.

Mr. Black stepped down from the board. Mr. Bill Black, the architect, represented the application. He stated the existing garage was damaged by a tree and it has to be demolished. The board discussed the details of the garage. Mr. Black stated depending upon the amount

of money that the insurance company gives to the applicants to reconstruct the garage, the applicants would like to have the option of constructing a gable roof instead of the submitted hipped roof on the structure. The board discussed the change of design of the roof. Mr. Spencer asked if there were any questions from the audience. Ms. Catherine Frey stated she lives at 200 Palen Avenue adjacent to the rear of the applicants and she was not certain where her fence is located in reference to where the new garage will be constructed. She stated she called a surveyor to do a survey to determine the location of her property lines. Ms. Frey stated there is a possibility that her fence may have to be moved, however, she has no objection to the new garage. Mr. Spencer asked if there were any further questions from the audience. There were no questions. Ms. Keator moved that the application be approved with the stipulation that the applicant has the option of constructing a gable roof. The motion was seconded by Mr. Sommer and approved with a unanimous vote. Mr. Black rejoined the board.

- (C) COAHV-2018-0017 - Thomas Wessells - 10349 Warwick Boulevard, requests the installation of a post-mounted sign to read: "Allstate".**

There was not anyone present to represent the request. Mr. Davis stated he informed the contractor that an application was necessary for the submittal and that someone had to be present to represent the application at the meeting. He stated an application was never submitted, therefore, the request is not an official application and it cannot be acted on by the board.

- (D) Preliminary Design Review - Christine Kramer - 302 Ferguson Avenue, install lattice panels on the front and rear porch.**

Ms. Kramer showed the board photographs of overlaid lattice panels imposed on the front and rear porch of her house. She stated she was considering adopting a bird and she would like to use the porches for the bird. Mr. Spencer stated the lattice panels would act as an enclosure of the porches and subtract from the original architecture of the house. He stated it would not be an appropriate modification to the house. The board agreed with Mr. Spencer. The board suggested enclosing the rear porch with screens. Ms. Kramer agreed with the board's suggestion and stated she would submit an application to screen the rear porch.

- (3)** Mr. Black moved that the meeting be adjourned. The motion was seconded by Mr. Schmied and approved with a unanimous vote.
- (4)** The meeting was adjourned at 8:44 p.m.