

**Architectural Review Board**  
**Meeting Minutes March 10, 2015**

The meeting was called to order at 7:30 p.m. by the Chairman, Brenda Seefeldt.

Attendees: Brenda Seefeldt, Deb Cruz, Carol Bailey, Bobbie Frank, Bryan Reese, Matthew Dawson, Kathy Alden. Carol Bryant was excused

There were no citizen comments.

The minutes for February 10, 2015 were discussed and Bobbie motioned to accept them; Matthew seconded. All ayes.

An Exterior Elevation application was submitted for 302 Commerce Street for changes to the roof to an 8/12 pitch; an extension of the brick under the eaves was also requested. Matthew moved to approve; it was seconded and all voted ayes.

An application for Commercial Signage that is currently hanging was presented by one of the owners of Puzzle Palooza at 403 Mill St. This is a sign previously hanging at another address and had been moved to the current address. Also requested was a new sign with a yellow background not approved by the color requirements in the ordinances. The chairman explained the color issue and that the problem would have been avoided had the applicants come before the ARB before they had the sign made. Kathy moved that the original sign could remain up. Brian seconded. All ayes. The application for the new sign has been tabled.

An Application for Exterior Elevation was submitted by S&J Enterprise, Inc. for 303 Commerce Street. They asked to replace the door at the side of the building. The new door will have the same window pattern and color as the previous door. They will also install pavers in the patio area and construct new steps to the side door. Bryan moved to approve this application; Bobbie seconded; all voted aye.

An Application for Commercial Signage for Seabreeze Yacht was requested for 310C Mill Street. Matthew moved to approve the application and Bryan seconded. All voted ayes.

An Application for Commercial Signage was presented for 408 Mill Street, Suite A by the owners of Kaluca Art. They verbally changed the size of the first sign to 26" length. The ARB suggested that they add an "s" to gift. The text on the second sign has been edited because of size. The colors shown were a match for the ARB color chart. Matthew made a motion to approve the application with amendments. It was seconded by Bobbie. All voted ayes.

An Application for Commercial Signage was presented for 402 Mill Street. The three signs requested met the ARB regulations concerning size, materials, color and placement. The owner requested that she be allowed to use the old sign until the new ones were made. Her application and request were moved to be accepted by Bobbie and seconded by Bryan. All voted aye.

At this point Brenda introduced Daniel Braswell who will be an alternate for ARB. He was warmly welcomed.

Town Council Report from Matthew:

- Finalized the site plan for the new park.
- Engineering feedback approved and changed some of the paths.

Presented COA's

Soaring Spirit

Diaper Cake Bear Baby

The Town Manager emailed to the ARB her monthly report relating to ARB activities.

Chair Report:

Brenda introduced the ARB to some new twists on ordinances concerning rear view applications, alley vs. road and stringed lights.

The Exterior Elevation Guidelines are still not ready for publication.

Meeting adjourned at 8:29 p.m.

Minutes submitted by Carol Bailey