

Architectural Review Board
Meeting Minutes July 8, 2014

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

Attendees: Brenda Seefeldt, Carol Bailey, Carol Bryant, Matthew Dawson, and Bobbie Frank. Deb Cruz and Bryan Reese were excused. Puri Tan was not present.

There were no public comments.

The minutes of the June meeting were reviewed. Carol Bryant moved to approve the minutes. Bobbie Frank seconded. All ayes.

Bobbie Frank presented an application for an Exterior Elevation proposal for 413 Mill Street. This is the Mill House Museum and they are asking to be allowed to install gutters on the building. The presentation included photos of the proposed gutters and also exactly where on the building they would be installed. Matthew Dawson moved that the application be approved; Carol Bryant seconded. All ayes.

A proposal from Gaslight Development concerning a request for secondary windows and storm doors could not be heard or decided on because Bobbie Frank and Carol Bryant were not eligible to vote on this issue, and without their votes there was no quorum.

Isabel Guillin turned in the paperwork for her sign application but did not attend the meeting. Note that the signs have been up for several months.

The following Certificates of Appropriateness were reviewed:

- 308 Union Street will submit another application to accommodate the changes made in the exterior elevation in progress.
- Peony Lane has been advised that the banner is too low and she agreed to move it higher.
- Woodlee Terrace signs are up and adhere to the approved application.
- Colonial Books has not met the requirements for the appropriate hanging of signs.

We continued our previous discussion of using photographs, rather than art work, on signs. We have been advised that that cannot likely be under our jurisdiction. Matthew agreed to do more research on this issue.

Matthew had nothing to report from Town Council.

Brenda reported again ARB's authority regarding exterior elevations and demolition permits. The ARB has this authority because of their role to protect the historic district. At the council meeting, the town attorney stated that the ARB may request a staff report regarding demolition permits before making a ruling. The staff report will state whether the property is dilapidated beyond repair.

We continued our discussion of the possibility of adding a merchant member to the ARB. Carol Bryant had submitted the rationale for this move, the requirements that should be met by the merchant who's chosen and a process for application of those individuals interested. We unanimously voted to proceed with this process. The final vote for this will be at our August meeting when the complete board is expected to be present.

The meeting adjourned at 8:29 p.m.