

## **Architectural Review Board**

### **Minutes for June 13, 2017**

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

Attendees were Brenda Seefeldt, Kathy Alden, Matthew Dawson, Deb Cruz, Kelly Davis and Carol Bailey. Daniel Braswell was excused absent. Kelly is a newly appointed member of the ARB. We are pleased to have her working with us.

There were no citizen comments.

The minutes for April 11, 2017 were moved to be approved by Kathy Alden and seconded by Deb Cruz. All voted aye. The May, 2017 meeting was cancelled, therefore there were no minutes for that month.

**ARB2017-004** - Application was made for Exterior Elevation at 206 Commerce Street by Mark Holland, representative of Mobilitie. He was seeking approval for adding at the top of an existing Dominion Power pole, a small cell site installing transmit- receive antenna, a wireless antenna, radio equipment. The purpose is to expand data transfer for users and back haul transfer.

Photographs were provided for our viewing. The pole is currently 30 feet and with this addition will be 34 ft. The equipment will be Universal Gray so as not to be unusually noticeable.

Deb moved that this application be approved. Carol seconded. Votes were all ayes.

**ARB2017-005** - Application for an Exterior Elevation at 313 Mill St. on behalf of Andrew Lynn, owner of the building.

The Board decided to consider each section of the building and the changes to that particular section separately. All the windows in the building will be replaced and will have white trim.

Section A is situated at the corner of Mill and Ellicot streets. The exterior will be covered with 4 1/2" Dutch Lap siding in Glacier Blue Weathered. They will replace the capping over the bay window with architectural shingles. The shutters will be Spanish moss. The parapet that is at the top of Sections A and B will be Hand-split Shake in Lakeshore Fern.

Section B - The shingles above the 2nd floor windows will be half round in Wicker. The exterior bricks will be painted Wicker. There will be black shutters at the windows on the 2nd floor.

Section C - Siding will be 4 1/2 " in Dutch Lap in Russet Red. The shutters will be Spanish Moss. We were provided with samples and photographs of the building now and altered to reflect the changes planned.

The Board requested to see samples of the siding and shutters and shingles but voted to approve the windows so that they could be ordered.

**ARB2017- 006** - Exterior Elevation from River Mill Investments LLC applied for a replacement for the windows at 416 Mill St. in Unit 2. We were provided a sample window. The dimensions of the windows will vary to match the existing ones. The grid pattern will also match the existing pattern. There are no shutters existing but the applicant would like to add white shutters to match the ones next door at 408 Mill St.

Carol moved to approve this application. Kathy seconded. All ayes approved this application.

Chris Coon provided the Town Council Comments for the ordinance updates. The Council requested that the ARB Guidelines be formatted in order to be compatible with Town documents. Chris reported that the Craft Show was a success. No specific numbers are available yet. He also explained the new contract with the refuse company.

Town Council Report from Matthew:

- Extended building time to a Kiely project to original 5 years.
- Approved Gas Light Landing bond release.
- Approved new refuse contract.
- Approved dock fees and signage expenditure.

Chair Report :

Brenda introduced Kelly to us more thoroughly and Kelly had the opportunity to tell us of her qualifications and experience.

Brenda suggested that we have the July meeting on Thursday, July 6, 2017, at 7 p.m. this was to insure more members could be present. Deb moved and Kathy seconded that we do this. All votes were ayes.

The meeting was adjourned at 9:05 by the Chairman.