

MINUTES  
HILTON VILLAGE ARCHITECTURAL REVIEW BOARD  
WEDNESDAY, SEPTEMBER 20, 2011  
HILTON LIBRARY  
7:00 P.M.

**PRESENT:** Connie Keator; David Chappell; Ray Spencer; Allison Hund

**ABSENT:** J. Roger Hamilton, III; Chairman; Douglas Nunnally; Vice-Chairman

**STAFF:** Johnnie E. Davis; Staff; HVARB

- (1) Mr. Chappell called the meeting to order and welcomed the audience.
  
- (2) Mr. Hamilton asked if there was a motion on the August 3, 2011 minutes. Mr. Chappell moved that the minutes be approved with a correction to the sentence on the bottom of page 3, by changing the word gotten to received. The motion was seconded by Mr. Spencer and approved with a 4:0 vote.
  - (A) Application No. CA-11-1599 – Michael F. Kuzma, 10360 Warwick Boulevard, requests to install a 2’ x 5’ wall sign to read: “The Civil Servant – Michael Kuzma Marriage Commissioner - Officient. Install a 2’ x 1’ wall sign to be used as a directory, and install a 48 inch picket fence to run from the rear corner of the house extending north along the southerly side property line for a distance of 50 feet.

Mr. Davis projected photos of the front of the building. Mr. Chappell asked what is the height of the proposed fence? Mr. Michael Kuzma; the applicant, replied the fence will be 48 inches tall, and the fence

is a continuation of an existing fence. Mr. Chappell asked what is the material of the sign? Mr. Kuzma replied that the sign will be constructed with sign board that will be laminated with acrylic paint with vinyl lettering. He said the sign will have low voltage lighting that will be illuminated from the sign. Mr. Kuzma said he used the sign that PMA has as an example for his sign. Mr. Chappell asked Mr. Davis about the guidelines for the lighting of signs in the commercial district. Mr. Davis said the guidelines only stipulate that signs cannot be internally lit. Ms. Keator stated she was not certain how the lighting on the sign work. Mr. Kuzma said the lighting on the sign will be exactly the same as the lighting on PMA 's sign. He said he was so impressed with PMA's sign that he copied it exactly, except for the lettering. Mr. Chappell asked if there were any other questions from the board or the audience. There were not any questions. Ms. Hund moved that the application be approved as submitted. The motion was seconded by Mr. Spencer, and approved with a unanimous vote.

- (B) Preliminary Design Review – Kippe H. O’Neal, 222 Ferguson Avenue, requests to resurface the stucco on the first-story of the house, and on the addition at the rear of the house.

Mrs. Kippe O’ Neal stated she and her husband purchased a house that was in need of repairs to the stucco. She stated she had the repairs done to the stucco; however, at the time that the stucco was done, she did not know that she needed to get approval from the board. Mrs. O’ Neal said repairs were done to the stucco on the house, and she also decided to skim-coat the cinder-block addition at the rear of the house. She stated once the repairs were done she decided to skim-coat the first story of the house, so that the flaws could not be seen in the stucco. Mrs. O’ Neal stated the problem that she is having is that there are no rocks in the stucco, and she was not aware that the finish needed rocks until someone reported her to Codes Compliance for putting stucco on with just a rough finish. Mrs. O’ Neal said Codes Compliance told her that she needed to get approval from the board. Mrs. O’ Neal apologized to the board for performing the work without first getting approval. She said she would have used rocks in the stucco, if she had been aware of the requirement. She showed the board photos of the stucco. Mr. Chappell asked Ms. Keator about the stucco. Ms. Keator said unfortunately, the stucco does not look anything like Hilton stucco. Mr. Spencer stated the problem with the stucco is not so much that it does not have rocks, but that the stucco has a rustic finish. Mrs. O’ Neal said she was not certain what she needs to do. Mr. John Lash; a member of the audience, suggested that the stucco that is on the house could be treated as a rough coat, and they could go over the existing stucco and refinish it with the correct texture. He said this

would allow them to redo the stucco without having to go to the expense of doing a three-coat stucco finish. Mr. Chappell said he was about to make the same suggestion. He suggested that a sample of the refinished-stucco be placed over the existing stucco and a photograph taken and submitted to the board for the next meeting. Mrs. O' Neal agreed with the suggestion. She said she will have the sample done by her contractor and submit her application for the next meeting.

**(C) Preliminary Design Review – Clint Cyr, 307 Ferguson Avenue, requests to construct an 8' – 0" x 8' – 0" shed in the rear yard.**

Mr. Clint Cyr stated he would like to construct an 8' – 0" x 8' x 0" shed in the rear yard. The board discussed the details of the request and made suggestion to Mr. Cyr for submitting his application. Mr. Cyr stated he will make changes to his request and submit his application for the next meeting.

**(C) Preliminary Design Review – Bank of America, 69 Main Street, requests to make repairs to the rafters and underlayment on the addition at the rear of the house, and replace the roof's membrane material with new rubber membrane material on the addition.**

Mr. Herbie Morewitz stated he is a realtor, and he is representing the owners who have just recently purchased the property. He said the two-story addition at the rear of the house is in need of repair. Mr. Morewitz said the addition has screens, and they would like to remove the screens and enclose the upstairs and downstairs with

windows. He showed the board photos and elevations of the addition. Ms. Keator said her concern is that there are a lot of windows abutting each other which makes the addition not look original to Hilton. Mr. Chappell agreed, and suggested removing some of the windows. He said you could place three windows on the rear two-stories and spaced them apart, and install two windows on the sides and space them apart with wood clapboard siding. Ms. Keator agreed with Mr. Chappell suggestion, and she said that would make the addition look more like a Hilton addition. Mr. Morewitz said he did not having a problem with reducing the number of windows. He said he would also have to make repairs to the addition where repairs are needed. Mr. Morewitz said he would like to install a new central air conditioning and heating system. He said the system will have two air compressor units and they will have to be installed in the rear yard, since there is not enough room to install them in side yard. Ms. Hund stated the board would prefer the units to be in the rear. Mr. Chappell stated the side next to the driveway appears to be more suitable for the adjacent neighbors, since it will be further away from them. Ms. Keator said if you decided to paint, than both sides will have to match. Mr. Morewitz said the other side of the duplex has just sold, and they both may be painted at the same time with matching colors that the board may approve. He stated he will submit his application for the next meeting.

(3) Mr. Micheal Kuzma said he would like to encourage the board to be more asserted when it comes to Codes Compliance enforcement. Mr. Chappell thanked Mr. Kuzma for his comments.

(4) There not being any further business, Ms. Hund moved that the

meeting be adjourned. The motion was seconded by Ms.Keator and approved with a 4:0 vote.

(5) The meeting was adjourned at 8:30 P.M.

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Johnnie E. Davis

Staff; HVARB

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