

MINUTES
HILTON VILLAGE ARCHITECTURAL REVIEW BOARD
WEDNESDAY, MAY 6, 2009
HILTON LIBRARY
7:00 P.M.

PRESENT: Douglas Nunnally, Vice-Chairman, Connie Keator, Robert Saunders, Katie Stodghill, John Warters, Ryan J. Frantz

ABSENT: J. Roger Hamilton, III; Chairman

STAFF: Johnnie E. Davis, Planner-Planning Services

(1) Mr. Nunnally called the meeting to order, and thanked the audience for attending the meeting.

(A) Application No. CA-09-1534 – Larry W. Knight, 206 River Road, requests to erect a 5’ privacy fence along the rear property line.

Mr. Larry Knight stated he had received approval for the fence several years ago, however, he did not install the fence. Mr. Knight said that nothing has changed from his previous application. Mr. Frantz moved that the application be approved as submitted. The motion was seconded by Ms. Keator and approved 6:0.

(B) Application No. CA-09-1535 – Vanessa Jones, 72 Hopkins Street, requests to construct an 8’ – 0” x 10’- 0” storage shed in the rear yard.

Ms. Vanessa Jones stated she would like to construct a storage shed in her rear yard. Ms. Keator said the submitted drawing shows both three-tab shingles and architectural shingles. She asked Ms. Jones which type of shingle did she intend to use. Ms. Jones said she would like to receive approval for both styles of shingles, so that she could receive a price quote, and then make her decision. The Board discussed the pitch of the roof. Mr. Frantz moved that the application be approved as submitted. The motion was seconded by Mr. Warters and approved 6:0.

(C) Application No. CA-09-1536 – Gina L. Dixon, 213 Palen Avenue, requests to construct a 10’ – 6” x 9’ – 2” storage shed in the rear yard, and erect a 46” picket fence along the side property line.

Ms. Gina Dixon said she would be replacing her chain-link fence with a 46-inch picket fence. Mr. Hamilton stated the Board is pleased to see the chain-link fence removed. The Board discussed the details of the storage shed. Ms. Keator moved that the application be approved as submitted. The motion was seconded by Mr. Warters and approved with a unanimous vote.

(D) Preliminary Design Review – Ms. Jeneimay Brown, 96 Main Street, requests to replace the side door with a full-paned glass door.

Ms. Jenniemay Brown stated she would like to replace the side, solid-wooden door on the Main Street side of the building with a full-paned glass door. Ms. Keator asked if she had a photograph of the door. Ms. Brown said she had not decided on whether the door will be a metal-framed or wood-framed door. Ms. Stodghill suggested that the replacement door should match the style of one of the existing doors. She stated that if the doors matched, it would help to add value to the building. Ms. Stodghill informed Ms. Brown that a photograph or drawing of the proposed door would be necessary with the application.

(E) Preliminary Design Review – Elizabeth Rollins, 53 Post Street, requests to construct a 16' – 0" x 22' – 0" garage in the rear yard.

Ms. Elizabeth Rollins stated her existing garage was in such a state of disrepair that she decided to tear it down and construct a 16' – 0" x 22' – 0" garage in its place. She showed the Board some photograph of the style of garage that she would like to construct. The Board informed Ms. Rollins of her application requirements.

(F) Preliminary Design Review – Peter and Danielle Kulis, 301 Piez Avenue, requests to construct an 8' – 0" x 27' – 0" deck on the rear of the house.

Mr. Peter Kulis showed the Board a drawing of the deck that he would like to construct in the rear yard. The Board informed Mr. Kulis of his submission requirements.

(G) Preliminary Design Review – Monica & Mark Flores, 53 Main Street, requests to replace the garage door with a 7' – 0" x 8' – 0" roll-up double carriage-style door.

Ms. Monica Flores stated the existing double-carriage doors have rotted and that she would like to replace them with a roll-up garage door. She said the style of door will look very similar to the carriage style doors. She showed the Board a catalog of the proposed door. The Board informed Ms. Flores that the catalog would be sufficient for her submission.

(H) Preliminary Design Review – Oliver Carrithers, requests to replace the windows in the house.

Mr. Oliver Carrithers stated that he had purchased a house on Hopkins Street that had gone into foreclosure. He said he would like to replace the windows in the house, and he showed the Board a prototype of the window that he would like to use. The Board informed Mr. Carrithers that the grids were too wide and that it would not meet the provisions of the guidelines. Mr. Carrithers said he would research some other manufacturers that would meet the guidelines.

- (2)** Mr. Davis stated he had sent a letter and the proposed outline for the guidelines from BAM, the consultants, who are working on the guidelines, to the Board. He asked the Board if they had any concerns or comments. The Board had the following comments:

Cover Letter

Item 1. – Under proposed “New Construction” on the topic of primary structure – since the Village is still practically intact and cohesive. The Board only foresees losing a structure through some type of catastrophic event. In such an event, they would like to see some type of language in the guidelines that would specify that the existing design elements as specified for the original structure would apply to the new “primary structure.”

Item 2. – Hot Tubs – This item was part of the proposed 2009 revisions to the Homeowner’s Guide, and it was approved by the Board on April 1, 2009. It should be included as part of the new guidelines. Copies of the approved 2009 revisions have been previously e-mailed to the Board.

Item 3. – The Hilton Village Commercial Area Master Plan - This plan has been adopted by the Board and it is part of the guidelines. The Board agrees that the plan should be incorporated into the new guidelines.

Proposed Outline

IV. Chapter 3 – The Guidelines, Item 7a. Duplexes – The Board questioned why item 7a. Duplexes appears before item 7b. Building

Elements in the outline. It was the opinion of the Board that design elements should also apply to duplexes in the same manner as any other type of structure, and that perhaps the section on “design elements” should appear in the outline before the section on “duplexes” for the purpose of clarity.

- (3) Ms. Keator moved that the minutes of February 4, 2009 be approved as written. The motion was seconded by Ms. Stodghill and approved 6:0. Mr. Saunders moved that the minutes of March 4, 2009 be approved as written. The motion was seconded by Ms. Keator and approved 6:0. Mr. Frantz moved that the minutes of April 1, 2009 be approved as written. The motion was seconded by Mr. Saunders and approved 6:0.
- (4) Mr. Saunders moved that the meeting be adjourned. The motion was seconded by Mr. Warters and approved 6:0.

The meeting was adjourned at 9:00 P.M.

Johnnie E. Davis
Planner - Planning Services

JED/
HvarvminMay06