

Design Review Committee Meeting Minutes

June 20, 2018

I. Call to Order

Jonathan Loved called to order the regular meeting of the Design Review Committee at 6:00 PM on June 20, 2018 at Hapeville City Hall Conference Room.

II. Roll Call

Jonathan Love (Chairman) conducted a roll call. The following persons were present Karl Dufrenne, Rick Ferrero, John Stalvey, and Lynn Patterson (non-voting). Brian Gregory (1) was absent.

III. Nomination and Election of Temporary Secretary

Due to the absence of Secretary Brian Gregory, an agenda item to nominate and elect a temporary secretary for the current meeting was added. Jonathan Love nominated Karl Dufrenne. Committee voted 4-0.

IV. Approval of Meeting Minutes

Jonathan Love read the minutes from the last meeting (May 16, 2018). A motion was made by Rick Ferrero for approval of the minutes. Karl Dufrenne seconded and it passed 4-0.

V. Addition of Agenda item

Lynn Patterson presented to board that an additional application (625 Coleman St.) was requested to be added to the agenda. John Stalvey made a motion to add the subject property to the meeting agenda and Jonathan Love seconded. Motion passed 4-0.

VI. Applications

a) 637 North Central Avenue - Al Dellinger attending

John Stalvey made a motion to defer the subject application until such time that all items in planners report are addressed.

Karl Dufrenne seconded the motion and it passed 4-0.

b) 491 Walnut St. – Shannon Watkins attending

The committee recommended the addition of a fence, wall curb, or hedge to the back of the side walk. John Stalvey made a motion to approve the subject application contingent upon adding the following information to the drawings and resubmitting to the city:

- Identification of location and screening of mechanical equipment
- Information of light fixture at the front door
- Information on manufacturer's warranty related to architectural shingle roof
- Information for material and finish material for gutters and downspouts

- Clarification of depth of roof overhang
- Addition of address numbers on the front of house
- Information on window panes, glass, mullions, trim and sill material
- Changing of plan to eliminate use of GBG windows

Rick Ferrero seconded the motion and it passed 4-0.

c) 493 Walnut St. – James Hunter attending

The committee recommended the addition of a fence, wall curb, or hedge to the back of the side walk. Karl Dufrenne made a motion to approve the subject application with the following design exceptions:

- Driveway width of 9' 6".

Application approval is also contingent upon adding the following information to the drawings and resubmitting to the city:

- Identification of Location and screening of mechanical equipment
- Information of light fixture at the front door
- Information on manufacturer's warranty related to architectural shingle roof
- Information for material and finish material for gutters and downspouts
- Clarification of depth of roof overhang
- Addition of address numbers on the front of house
- Information on window panes, glass, mullions, trim and sill material
- Chimney will be stacked stone
- Changing of plan to eliminate use of GBG windows

John Stalvey seconded the motion and it passed 4-0.

d) 3039 Oakdale Rd. - Homebilt, Inc. Representative attending

Johnathan Love made a motion to approve the subject application contingent on the following:

- Sidewalk needs to be added along Oakdale road and a walkway extending from the front porch to the sidewalk
- Needs to provide landscape plan
- Location and screening of mechanical equipment
- Width of driveway
- Light fixture at front door
- Warranty information related to architectural shingle roof
- Identify material and finish material for shutters and downspouts
- Clarify depth of roof overhang
- Provide address numbers on front of the house
- Clarify details related to design, materials and finish of the second level balcony and associated handrail

- Clarify details related to window panes, glass, mullions, trim and sill material
- Chimney at rear is converted to direct vent
- Other drawing errors are addressed

John Stalvey seconded and the motion passed 4-0.

e) 3041 Oakdale Rd. – Homebilt, Inc. Representative attending Rick Ferrero made a motion to approve the subject application contingent on the following:

- Sidewalk needs to be added along Oakdale road and a walkway extending from the front porch to the sidewalk
- Needs to provide landscape plan
- Location and screening of mechanical equipment
- Width of driveway
- Light fixture at front door
- Warranty information related to architectural shingle roof
- Identify material and finish material for shutters and downspouts
- Clarify depth of roof overhang
- Provide address numbers on front of the house
- Clarify details related to design, materials and finish of the second level balcony and associated handrail
- Clarify details related to window panes, glass, mullions, trim and sill material
- With design exception for front columns for aesthetic reasons
- Other drawing errors are addressed

John Stalvey seconded and the motion was approved 4-0.

f) 625 Coleman St. – Chris Christensen attending John Stalvey made a motion to approve the subject application with the following Design Exceptions:

- Non-equal spacing of windows or grid patten
- Building setback and height
- Roof pitch
- Allowing parking in the supplemental area
- Exceeding 20% limit for fiber cement façade

The application is also contingent on the applicant providing the following information on drawings to resubmit to city:

- Faux window on front building with closed shutter window detail
- Landscape plan that shows screening of mechanical features
- Two decorative trees at street side of building a and d
- Address street lights

- Detail screening of dumpster
- Detail landscape buffer (explanation of why the applicant cannot maintain buffer)
- Detail of side walk along property
- Building numbers/letter need to be on property
- Shortening to 3 foot stoop with bracket detail
- Shed roofs on alternating buildings
- Colors of buildings to alternate

Rick Ferrero seconded and the motion passed 4-0.

VII. Adjourn

Jonathan Love made a motion to adjourn the meeting. John Stalvey seconds motion passed 4-0. Meeting Adjourned at 8:36 P.M.

Minutes submitted by: _____
Karl Dufrenne, Acting Secretary

Minutes approved by: _____
Jonathan Love, Chairman