

Design Review Committee Meeting Minutes

January 15, 2020

I. Call to Order

Jonathan Love called to order the regular meeting of the Design Review Committee at 6:01 PM on January 15, 2020 at Hapeville City Hall Conference Room.

II. Roll Call

Jonathan Love conducted a roll call. The following persons were present Karl Dufrenne, Brian Gregory, John Stalvey, and Michael Smith (non-voting).

III. Election of Officers

Mr. Stalvey made a motion to retain the Mr. Love as Chairperson and Mr. Gregory as Secretary, and Mr. Dufrenne seconded; motion carried 4-0.

IV. Meeting Minutes

The Committee reviewed the minutes from December 18, 2019. Mr. Stalvey made a motion to approve the minutes. Mr. Love seconded; motion carried 4-0.

V. Applications

a) 856 Virginia Avenue – Ashish Patel not attending
Mr. Gregory made a motion to move the application to the end of the agenda. Mr. Love seconded; motion carried 4-0.

b) 740 North Avenue – Stephen Watson attending
Mr. Gregory made a motion to approve the application with the requirements to update the plans as follows:

1. Add lattice work around the base of the porch
2. Add porch light and address number
3. Indicate 30-yr roof shingles
4. Change the porch top rail (2x6) and horizontal rail(2x4) measurements.

A design exception was granted for a porch width less than 8-feet due to the existing construction of the porch.

Mr. Stalvey seconded; motion carried 4-0.

c) 494 North Avenue – Frank Harris attending
Mr. Gregory made a motion to approve the application with the following requirement:

1. Addition of a corbel/brace as noted on drawings on the left corner of the front porch.

Design exceptions were granted for the following:

2. Porch depth less than 8-feet due to the existing construction of the porch.
3. Window coverage greater than 50% of the front façade.

Mr. Stalvey seconded; motion carried 4-0.

d) 336 Moreland Way - Jimmy Joyner attending

Mr. Love made a motion to approve the application with the following requirements:

1. Move HVAC to the rear of the house and indicate on plans
2. Add corner boards to plans
3. Add frieze board underneath the rake

Mr. Stalvey seconded; motion carried 4-0.

e) 360 Lake Drive – Sam Seth attending

Mr. Gregory made a motion to approve the application with the requirements to update the plans as follows:

1. Add HVAC location
2. Add front porch lighting
3. Remove the chimney
4. Add base and cap on front porch columns
5. Add turn-down slap on elevations as indicated on details on page 6
6. Add frieze (suggestion is 1x10) around entire house
7. Add window details

Mr. Stalvey seconded; motion carried 4-0.

f) 515 Walnut Street – Asha Pittman attending

Mr. Dufrenne made a motion to approve the application with the requirements to update the plans as follows:

1. Add HVAC location
2. Add note to indicate front porch lighting and address number are on house not the column

Design exceptions were granted for the following:

3. Porch depth less than 8-feet
4. Hardie trim for windows
5. On front elevation, windowsills are less than 2.5-ft from the first-floor elevation.

Mr. Stalvey seconded; motion carried 4-0.

- g) 3436 Harding Street – David Cook attending
Mr. Stalvey made a motion to approve the application with the following notations to be updated on plans:

1. Brick chimney and front porch columns
2. Board and batten on all gables
3. Mitered corners
4. Porch depth to be 8-ft

Mr. Dufrenne seconded; motion carried 4-0.

- h) 3473 Harding Street – David Cook attending
Mr. Gregory made a motion to approve the application with the following notations to be updated on plans:

1. Stone chimney and front porch columns
2. Shake on all gables
3. Corner boards
4. Porch depth to be 8-ft

Mr. Love seconded; motion carried 4-0.

- i) 856 Virginia Avenue – Ashish Patel not attending
Mr. Stalvey made a motion to table the application until the next scheduled meeting. Mr. Dufrenne seconded; motion carried 4-0.

VI. New Business

- a) Mr. Love made a motion to add 105 Lilly Street to the agenda for a stop work order issued for construction deviating from approved plans.
Mr. Stalvey seconded; motion carried 4-0.

Mr. Smith summarized the deficiencies of the project and the stop work order. Mr. Stalvey made a motion to recommend the removal of the stop work order for construction deviations upon receipt by staff of the following:

1. Add measurements to front elevation for window and door positions on the original plans. Contractor agreed to correct the window and door placement to meet the approved plans.
2. Update the side elevations of the plans to the “as built” for the changes in the window placement
3. Update the plans to show split twin windows on the whole house so that they will have a gap 2 inches wider than the trim board between them (expected to be 6-inches). Contractor agreed to adjust the installation of the windows to create the 6-inch gap between twin windows.
4. Applicant agreed to double thickness of window trim to simulate recessed windows.
5. Windows sills will be added to all windows

A design exception was granted for the window materials.

Mr. Dufrenne seconded; motion carried 4-0.

VII. Next Meeting

Next scheduled meeting is Wednesday, February 19, 2020 at 6:00 PM.

VIII. Adjournment

Jonathan Love adjourned the meeting at 8:36 PM.

Minutes submitted by: _____
Brian Gregory, Secretary

Minutes approved by: _____
Jonathan Love, Chairman