

Architectural Review Board
Thursday, March 1, 2007

Jeffrey Plank called the meeting to order at 7 p.m. in the Municipal Building. Also present were Fred Schneider, John Koski, Ruth Klippstein, and Clark Draper. The agenda was approved, as were the February minutes.

Summary of Actions: We bring to the attention of the Zoning Administrator and Town Council a violation of the zoning ordinance existing in the matter of replacement windows installed by Jimmy Marshall at his 370 East Main property. There was no application and no approval for windows prior to the work commencing, and they do not suit the standards of the Historic District.

Old business: In the absence of Jimmy Marshall, we reviewed our meetings with him, including Jeffrey and Fred going to the building and Fred submitting to Clark several possible designs for consideration. These were displayed, and Clark was asked to mail Alternative #1 to Jimmy to the front porch and stairs. We have found, through a wide search, no way to retrofit suitable muntins in the style of window Jimmy bought, and since this is an issue on which we have been clear and consistent in the past, we feel we must alert town officials to the fact that the new windows do not have our approval. After careful discussion, we moved, seconded, and unanimously passed a resolution bringing to the attention of the Town Council and Zoning Administrator the fact that the windows installed by Jimmy Marshall, with no prior approval, are in violation of the zoning ordinance for the Historic District. Fred and Jeffrey will work on language for a letter Clark can direct to Jimmy, and Jeffrey will be present at the Council's next working session to explain our action.

Repair and Maintenance: Clark reports no action from Mr. Maupin on his 115 Moore's Hill property, after a letter was sent to him; a letter has been sent to the owners of the James River Country Store building requesting a plan for maintenance, and the owners say they have plans to paint the exterior; replacement of the cornice on the former Brick restaurant building is halted due to cold weather. Mayor Phipps requests we consider possible structural problems with the Tutwiler store building on East Main, owned by Janie Caldwell; Jeffrey and Fred and John will conduct a "quick inventory survey" later in the month to include this building and ask Clark to get permission for them to be on the property.

Clark said the farmers' market project is advancing slowly with a complicated grant to the USDA, and that the town received a favorable ruling from the state Department of Historic Resources for the street lamps to be used with the Streetscape.

With no further business, we adjourned at 7:45.

Respectfully submitted,

Ruth Klippstein, secretary