

**BOARD OF ARCHITECTURAL REVIEW  
REGULAR MEETING  
Tuesday, November 7, 2000**

Mr. Graham called the meeting to order at 7:30 P. M.

Attendance: Mr. Charles Graham, Vice Chairman; Mrs. Martha Sheley; Mrs. Laverne Stebbins; Mr. Paul Clark; Ms. Heidi Miller. Absent: Mr. James Treffinger; Mr. Jack Gramann. Also present: Mr. Ryan Shrimplin, Planner.

Motion to Excuse:

MOTION: Mrs. Sheley moved to excuse Mr. Treffinger and Mr. Gramann from the Regular Meeting as each gave prior notice to staff. Mrs. Stebbins seconded the motion. The motion passed unanimously 5-0.

Approval of Minutes:

MOTION: Mrs. Sheley moved to approve the Board of Architectural Review Regular Meeting minutes of July 18, 2000, as written. Ms. Miller seconded the motion. The motion passed 4-0-1 with Mr. Clark abstaining.

MOTION: Mrs. Stebbins moved to approve the Board of Architectural Review Work Session minutes of July 18, 2000, as written. Ms. Miller seconded the motion. The motion passed 3-0-2 with Mrs. Sheley and Mr. Clark abstaining.

COMMUNICATIONS

Mr. Shrimplin informed the Board that the City Council wishes to proceed with applying for Certified Local Government status. Certified Local Governments are eligible for federal grant monies earmarked for local preservation activities. One of the requirements of the application is a list of resumes from each Board member. Mr. Shrimplin has prepared a resume form for each member to fill out and return to him by the next meeting.

Mr. Shrimplin stated that the Landmark application for the Aaron Nutt, Jr., House has been filed and is scheduled to be reviewed by the Planning Commission on November 14. The Planning Commission will make a recommendation to the Board of Architectural Review regarding a nomination for Landmark status.

NEW BUSINESS

Routsong Funeral Homes - BAR Special Approval

Mr. Shrimplin reviewed the Special Approval application submitted by Routsong Funeral Homes for the previously approved building expansion to the Benjamin Robbins House at 81 North Main Street. The Planning Commission approved a site plan and building elevations in April of 1998. A Variance was also approved by the Planning Commission to allow the ground floor area of the building to be expanded to 7,795 square feet. The applicant is requesting approval of a set of modified building elevations which are more compatible with the existing architecture. The new design features several roof breaks with gable ends and windows in the style of the existing

building. The exterior materials will be stone and painted wood shingles to match the materials and colors on the existing building. A long ramp, sided in stone, will run along the west elevation for accessibility purposes. There is an existing smokehouse located directly behind the building which will have to be moved.

Staff recommended approval of the application subject to the following conditions:

1. The smokehouse situated behind the existing building shall be relocated on the property, subject to approval by the Planning Department.
2. All new materials shall match the appearance of their respective materials on the existing building.
3. The final design of all new windows and doors shall be subject to approval by the Planning Department.
4. The final building colors shall be subject to approval by the Planning Department.

Mrs. Janna Hill with Levin Porter Associates was in attendance representing the applicant.

Mrs. Stebbins asked what the railing for the ramp would look like. Mrs. Hill stated that the railing would be similar in style to the railing at the Asahel Wright Visitor Center. Mr. Shrimplin stated that the railing is a wrought-iron style with decorative points between the spindles.

MOTION: Mrs. Sheley moved to approve Application #BAR-00-86 submitted by Routsong Funeral Homes for the property at 81 North Main Street, subject to the following conditions:

1. The smokehouse situated behind the existing building shall be relocated on the property, subject to approval by the Planning Department.
2. All new materials shall match the appearance of their respective materials on the existing building.
3. The final design of all new windows and doors shall be subject to approval by the Planning Department.
4. The final building colors shall be subject to approval by the Planning Department.

Mr. Clark seconded the motion. The motion passed unanimously 5-0.

#### Adoption of BAR Rules of Procedure

Mr. Shrimplin stated that as a requirement for Certified Local Government, the BAR Rules of Procedure need to be amended to include a section on conflict of interest. Also, a provision has been added that allows businesses in the Architectural Preservation District to display an "Open" panel during open hours.

MOTION: Ms. Miller moved to adopt the revised BAR Rules of Procedure. Mrs. Sheley seconded the motion. The motion passed unanimously 5-0.

Adoption of Design Review Criteria Book

Mr. Shrimplin informed the Board that the City Council has approved the final draft of the new Design Review Criteria book. Upon adoption of the book by the Board tonight, he will make arrangements for publication. The book should be available for distribution at the beginning of next year.

MOTION: Mrs. Sheley moved to adopt the new Design Review Criteria book. Mrs. Stebbins seconded the motion. The motion passed unanimously 5-0.

There being no further business, the meeting was adjourned.

*Charles M. Graham, Dec 5, 2000*  
*Vice Chairman*

