



DESIGN REVIEW BOARD MEETING MINUTES

January 27, 2021 at 6:30 PM Via Videoconference

DRB Committee Members: Todd Boyer (Chair), Christine Iman, John Rucker, Jim Cron, Nate Byrum

Absent: Tim Dawson

Participants: Zoning Official: Taylor Brill, Clerk: Haley Lupton

CALL TO ORDER Mr. Boyer Called the Meeting to Order at 6:33pm.

ROLL CALL

APPOINTMENT OF CHAIR AND VICE CHAIR - Mr. Boyer was nominated for Chairman by Mr. Rucker. The nomination was seconded by Mr. Cron. Five yeas.

Ms. Iman was nominated for Vice Chairman by Mr. Rucker. The nominated was seconded by Mr. Boyer. Five yeas.

APPROVAL OF MINUTES – Motion to approve Design Review Board-Regular Meeting- December 2, 2020 Minutes by Mr. Rucker, seconded by Ms. Iman. Four yeas, Mr. Byrum abstained.

The commission welcomed Mr. Byrum as a recent new member.

SWEARING IN OF SPEAKERS

There are no speakers this evening.

The applicant cannot attend so Ms. Brill will read her correspondence into the record. Last month the application was tabled because of the commission's requests to the applicant. Mr. Cron spoke to the owner, and discovered the owner was having issues getting affordable estimates.

PUBLIC COMMENT

None.

OLD BUSINESS

1. DRB-2020-0017; 221 S Chillicothe Street; Certificate of Appropriateness to replace the two front windows.

The public hearing portion of this application was open. The application was previously tabled in December. In December, the board asked the application to emulate the gridded window look or to look into a stained-glass film. The applicant was requested to get additional quotes. The applicant emailed correspondence to Ms. Brill.

The quotes were sent to Ms. Brill, but the two estimates did not include installation. The windows could not be repaired as requested and there is no new information to add at this point.

The business currently has 40"x90" double hung operable sashes with a fixed point, and the estimates gave some solutions for ash wood, with finish and installation by other companies. The contractor did make some recommendations for installation contractors. The cost would be around \$7000 per window, or \$5000 per window for non-operable windows. For the three light windows that do not operate, they would be around \$4000. The fourth option includes the textured glass color and tempered glass, but the film does not include installation. The owner's budget was \$10,000 for window replacement, and the owner asked about potential grant opportunities to accommodate the Design Review Board requests.

Mr. Cron works with the Historical Society and noted that it is hard to get the craftsmanship that used to be installed in buildings in current times, because the work is so specialized and expensive.

Mr. Rucker remarked that, unfortunately, the owner has not come up with affordable options and does not think we can recommend the application as-is since it is not within the parameters of the District. A compromise does not seem possible with the estimate and the owner's budget. It is an unfortunate situation.

Mr. Boyer noted that the application should not be approved simply because the time is up. There may be some options such as storm windows as a temporary measure until a better solution is determined by the owner. If this application is approved, a precedent may be set for these types of windows.

Ms. Iman agrees with these assessments and cannot agree with passage of this application with the limited estimate information.

Mr. Cron noted that the wood around the windows is rotten and guesses that the owner may run into more issues when the windows are removed.

Motion to deny application by Mr. Rucker, seconded by Ms. Iman. 4 yeas, 1 nay by Mr. Cron.

NEW BUSINESS

No new business to report.

COMMUNICATIONS

Zoning- Ms. Brill

114 W Main St.

The owner installed a HVAC unit on the site of the building without filing the Certificate of Appropriateness. The owner filled out a form but did not allow time for a public hearing. The violations are outstanding, and Ms. Brill has the violation pending until the Certificate is approved. There were some questions about the drainage of the HVAC system because it is currently draining onto the sidewalk.

Ms. Brill displayed pictures of the HVAC system. It used to be an in-wall system but now it is displayed on the side.

Mr. Cron asked the height of the HVAC; it is hung under the fire escape stairs. He will go measure it next time he is in the area.

Mr. Boyer asked about the process. The application has been submitted, and a public hearing is being scheduled. Ms. Brill is just bringing up the issue tonight, so it is on the commission's radar.

The commission wondered why the HVAC system was not installed on the roof. Mr. Rucker noted that the chimneys on this building look like they need addressed. Ms. Brill has talked to the building department, but they did not see any current violations with the condition of the chimneys.

Ms. Iman asked if the drainage of the HVAC System would be addressed. Ms. Brill answered that that will be part of the building code violation and should be remediated in that process, after it goes through the Design Review Board.

The commission noted that the West Jefferson Notice of Violation has a 2020 date on the form, they may want to correct that.

Ms. Brill had some applications for the same building for signage that met fast track approval. She displayed the window decals that were approved. The sandwich board also met requirements and was approved since it did not inhibit line of sight or pedestrian traffic.

ADJOURNMENT

Mr. Rucker motioned to adjourn; Mr. Cron seconded at 7:00 PM.