

**MINUTES OF THE ARCHITECTURAL REVIEW BOARD OF THE TOWN OF STRASBURG HELD ON THURSDAY, APRIL 10, 2014 AT 5:00 P.M. IN THE COUNCIL CHAMBERS OF THE TOWN HALL.**

ARB Members present: Chairperson Newman, and Members Marcy McCann, James Massey, and Symantha Zeimet (attending telephonically).

Staff: Economic Development & Planning (ED&P) Murray and Clerk of Council Keller.

**Chairperson Newman** called the meeting to order.

Action Item:

1. Approval of Minutes: March 27, 2014

The minutes were approved with the addition of the motion of the meeting times being withdrawn.

2. Application: Major Modification to 191 Holliday Street

**Mr. William Racey**, applicant, was in attendance.

**Mr. Racey** said he has to empty buckets when it rains due to the repairs that need to be made to the roof and a contractor has been told him he could make repairs, but they would only last five to ten years as the slate is flaking. The slate has been on the house since 1900 when his grandfather built the house for \$1,600. He and his son have tried to find the slate to repair it, but the damaged area is spreading. He doesn't want a shingle roof and the homes around him have the standing tin seamed roof and this is what he would like to put on this house. The estimate on putting slate back on it was very expensive and came in at \$55,000.

**Chairperson Newman** said the ARB makes recommendations on trying to retain the architectural integrity of the house. He discussed a composite shingle that looks much like slate. **Mr. Racey** said he would want to have either slate or standing seam tin.

**Board Member McCann** said even though she would like to keep the slate, she understands his predicament and doesn't see a problem with approving the tin roof. She asked if he intended to leave the cedar shingle mansard roof and **Mr. Racey** said he intended to do so. **Board Member McCann** said she would prefer to see this changed, too, and **Mr. Racey** said he would see what the cost would be to add this roof, too, especially if the ARB thinks it would enhance the building. He said he was most concerned with the main roof.

**Board Member Massey** said the standing seam tin roof is usual to Strasburg and he understands the predicament. He thinks the house would look architecturally better if the cedar shingles were replaced, too, but the Board does not have any jurisdiction over this. He has no objection over the standing seam roof. **Mr. Racey** said he is trying to do what they think would be best so they can pass it on to family members.

**ED&P Manager Murray** said she could add the comments about the cedar shingles being

replaced, too.

**Board Member Zeimet** said she does not have any additional comments.

**Chairperson Newman** said he wonders if a Certificate of Appropriateness would be needed for the replacement of the entire roof and he read from the Guidelines and said these mean a few different things. He said you could take the most usable tiles and put on the front of the house and then change the back type of materials. He said this is probably not going to happen because of the shape of the house. He also went to the National Park Service section on roofs and he read what he found out. He said the character of the house will differently change and he is not sure if they can recommend the issuance of the Certificate of Appropriateness to make the change.

**Board Member Massey** said the Certificate would only be needed if he was applying for tax credits and **Mr. Racey** said he is not concerned with the tax credits and is only concerned with putting a roof on that doesn't leak.

**Chairperson Newman moved to approve the application as submitted for a standing seam roof and to include the changing of the pent roof to the same material in the future; second by Board Member McCann. With no discussion, the motion passed unanimously.**

Before leaving the meeting, **Board Member Zeimet** said she talked to a Girl Scout Troop Leader who said she thought the folder project discussed at the last meeting would be a great project for the scouts.

Discussion Items:

**Chairperson Newman** asked if **Board Member McCann** had decided to stay on the Board and she said she would feel her time would be valued more if there was more educational opportunities for the Board and the public and not just to approve applications. She thinks they are being under-utilized and she would stay on for four months longer if they did more work. The Board can be certified, but they can't do this if they don't know what is going on within their own community. If the ARB does not want to move in this direction, then she does not need to stay on.

**Board Member Massey** said the ordinance states what the Board needs to do and they need to be a more active organization. He knows it is a burden to the staff if they have to attend, but he agrees the ARB should be used more. He does think the ARB should meet monthly.

**ED&P Manager Murray** said her suggestion was to add an hour to the meetings, but it didn't seem to have the support to have a two hour meeting. She doesn't think there is staff support to get presentations done to have at the meetings. There is not enough staff to do the footwork for the presentations.

**Board Member McCann** said the Board Members have experience and they are willing

to do the leg work and make the presentations. She thinks the efforts should be made and **ED&P Manager Murray** said she agrees, but she would like to know the plans and how the plans would be executed. She suggested brainstorming ideas of what could be presented and she thinks it would be best to do at the regular meeting.

**Board Member Massey** said he thinks they should try to muddle through and make the ARB better.

**Chairperson Newman** said at the last meeting, tasks were assigned. He thinks if they can work on these tasks and bring to **ED&P Manager Murray** that is the best way to proceed. The folders are in the building and he thinks they should be the ones to put these together and not wait on others. He thinks making people happy at the meeting will go further to promote the ARB than educational opportunities. He thinks it would be better to do the work and bring to the staff and see what needs to be done next.

**ED&P Manager Murray** said maybe goals for the year need to be set.

**Board Member McCann** asked if the **Chairperson Newman** was expecting them to do the work and **Chairperson Newman** said they could.

**Board Member McCann** said she still feels like the Board is doing less than they should be. **Board Member Massey** said if her resignation holds, she will be doing even less.

**Board Member McCann** asked if the staff is saying they cannot meet unless there is an application and **ED&P Manager Murray** said she doesn't mind meeting, but would rather tag onto another meeting and have a two hour meeting instead of monthly one hour meeting.

**Board Member McCann** said she is willing to stay on for another four months as long as she is part of the process of planning the meeting. She wants to be doing something.

**ED&P Manager Murray** asked if they would like to meet at the next meeting and come up with ideas or goals for the year and how they want to accomplish these goals and how many hours they are committed to meeting.

**Chairperson Newman** asked what would stop **Board Member McCann** from going and speaking to the realtors or other groups about the ARB.

**ED&P Manager Murray** said promoting the Historic District Ordinance and the UDO would help her the most. A brochure on what can and can't be done and how the ARB can help the citizens understand the regulations better would be something good to have to give to groups.

**Board Member McCann** would like to have a way to bring small information sessions out into the community. **ED&P Manager Murray** said she thinks there should be backyard bar-be-ques in the historic district to educate the people. She suggested that

**Board Member McCann** come up with the idea of who to give presentations to.

**Board Member Massey** said there had been some problems with **Mr. Wharton** and he asked if Ms. Murray had spoken to him and she has.

Being no further business, the meeting adjourned at 5:55 p.m.