

\*\*\*\*\***DRAFT MINUTES**\*\*\*\*\*

Board of Architectural Review

**Monday, September 30, 2024**

7:00 p.m., City Council Chamber

City Hall

Members Present: James Spencer  
Andrew Scott  
Theresa del Ninno  
Bud Adams  
Michael Lyons

Members Absent: Nastaran Zandian  
Margaret Miller

Secretary: Bill Conkey, Historic Preservation Architect

Staff Present: Marina Novaes, Historic Preservation Planner

## 1 Call to Order

The Board of Architectural Review Public Hearing was called to order at 7:00 p.m. Ms. Miller and Ms. Zandian were absent. All other members were present.

## 2 Project Locator Map

### Minutes

#### 3 Consideration of Minutes from the September 4, 2024 Meeting

**BOARD ACTION:** On a motion by Mr. Scott, seconded by Mr. Lyons, the Board of Architectural Review approved the minutes of the September 18, 2024 meeting as submitted. The motion carried on a vote of 5-0.

### Consent Calendar

#### 4 **BAR #2024-00324 - OHAD**

Request for alterations at 107 Pommander Walk Street.

Applicant: Linda Windsor

**BOARD ACTION:** On a motion by Ms. del Ninno, seconded by Mr. Lyons, the Board of Architectural Review voted to approve BAR #2024-00324 as submitted. The motion carried on a vote of 5-0.

#### **REASON**

The Board agreed with staff recommendations.

**SPEAKERS** None

**DISCUSSION** None

- 5 BAR #2024-00329 - PG**  
Request for alterations at 1612 Princess Street.  
Applicant: Paul Miller

**BOARD ACTION:** On a motion by Ms. del Ninno, seconded by Mr. Lyons, the Board of Architectural Review voted to approve BAR #2024-00324 as submitted. The motion carried on a vote of 5-0.

**REASON**  
The Board agreed with staff recommendations.

## Items Previously Deferred

- 6 BAR #2024-00038 - OHAD**  
Request for alterations at 201 Gibbon Street.  
Applicant: Mary Denby, MHD Builds

**BOARD ACTION:** On a motion by Mr. Adams, seconded by Ms. del Ninno, the Board of Architectural Review voted to defer BAR #2024-00038. The applicant requested the deferral. The motion carried on a vote of 5-0.

## New Business

- 7 & 8 BAR #2024-00321 - OHAD**  
Request for alterations at 304 North Pitt Street.  
Applicant: Grace and Liam O’Grady, represented by Karen Conkey

**BAR #2024-00338 - OHAD**  
Request for a demolition and encapsulation at 304 North Pitt Street.  
Applicant: Grace and Liam O’Grady, represented by Karen Conkey

**BOARD ACTION:** On a motion by Mr. Lyons, seconded by Ms. del Ninno, the Board of Architectural Review voted to approve BAR #2024-00321 and BAR #2024-00338 as submitted. The motion carried on a vote of 5-0.

Secretary Bill Conkey recused himself from the discussion and consideration of the items.

**REASON**  
The Board agreed with staff’s recommendations.

**SPEAKERS**  
Karen Conkey, the architect, spoke on behalf of the applicants.

**DISCUSSION** None

**9. Other Business**

No other business was discussed.

**10. Adjournment**

Without objection, Mr. Spencer adjourned the meeting at 7:06 p.m.

**ADMINISTRATIVE APPROVALS**

The following items are shown for information only. Based on the Board's adopted policies, these have been approved by Staff since the previous Board meeting.

**BAR#2024-00343**

Request for roof and gutter replacement at 414 Duke Street.  
Applicant: AccuPermit, LLC for Tom Dabney

**BAR#2024-00340**

Request for skylight replacement at 602 Pendleton Street.  
Applicant: Scott Schmitt

**BAR#2024-00339**

Request for front door replacement at 410 S Lee Street.  
Applicant: Regina Kline

**BAR#2024-00318**

Request for sign alteration at 411 Cameron Street.  
Applicant: My Huynh

**BAR#2024-00344**

Request for a new brick and iron fence at 508 N. Washington Street.  
Applicant: William Cromley

**BAR#2024-00286**

Request for window replacement at 414 N Patrick Street.  
Applicant: Ryan Hwang

**BAR#2024-00355**

Request for garage door replacement at 702 Ford's Landing Way.  
Applicant: Gerald Stalun

**BAR#2024-00352**

Request for roof replacement at 714 Carpenter Road.  
Applicant: Brandon Henke