



402 LEE STREET
DECATUR, ALABAMA 35601
February 13, 2025
MINUTES

Council Chambers

Architectural Review Board

4:00 PM

I CALL MEETING TO ORDER 4:00 PM

Roll Call:

Present: Ellis Chenault, Barbara Kelly, Patrick Rasco, Jacob Woods

II APPROVAL OF MINUTES: January 9, 2025

Vote: Motion made by Ellis Chenault to approve the Minutes as submitted, seconded by Barbara Kelly. Unanimous approval, motion carried.

III EXPEDITED CoAs SINCE THE JANUARY MEETING:

206 Church Street (Carrizo) new roof (#47 for the CoA)
837 Grant Street (Smith) new roof (#47 for the CoA)
316 Lafayette Street (Davis) new fence and relocate carport (# 26 and #14 for the CoA)
623 Johnston Street (Mattern) reside garage (#10 for the CoA)
521 Walnut Street (Adams) new rear fence (#26 for the CoA)

IV ELECTION OF A NEW CHAIR AND VICE CHAIR

Jacob Woods has served two years as chair, and Ellis Chenault has served two years as vice-chair. Terms last for one year, with a two year maximum.

B: Election of Officers

1) Officer Election- The board will elect its own Chairperson and Vice-Chairperson, and other officers from time to time as it determines necessary, all of whom shall be members of the board. Officers will be elected at their first regular meeting in January

of each year, and the candidate receiving a majority vote of the entire membership of the board shall be declared elected. Officer Qualification Considerations: Officers should be interested in holding the position(s), be able to devote sufficient time to board business, be committed to attend as many regular and special board meetings as possible, be prepared to make presentations to City Council, citizens, committees, neighborhood groups, and service clubs regarding board's responsibilities, projects, plans, and policies, and have sufficient experience on the board to understand its role and function and to have a basic understanding of the City's applicable policies and development regulations.

2) Terms- Officers shall serve for one year or until his/her successor takes office. Officers shall be eligible for reelection; but no member shall serve as Chair for more than two (2) consecutive years.

3) Absence of Chair and Vice-Chair- When both the Chair and Vice-Chair are absent from a meeting, the members present shall select a member to temporarily act as Chair for that meeting by consensus or by a majority vote.

4) Officer Vacancy- A vacancy in an officer position shall be filled by election at the next regular or special meeting of the board from current board members. Until such election, the Vice-Chair shall serve as acting Chair, if the Chair position is vacant. All members elected to fill an officer position shall serve until the next annual officer election.

C: Officer Duties

1) Duties of Chairperson- The Chairperson shall preside at all meetings and hearings of the Architectural Review Board and shall have the duties normally conferred by parliamentary usage of such offices. The Chairperson may succeed himself/herself subject to the conditions outlined in Section B part 2 above. The Chairperson shall have the privilege of discussing all matters before the board and to vote thereon. All resolutions adopted by the board and board correspondence shall be signed in his/her name as the Chair of the Commission.

2) Duties of Vice-Chairperson- The Vice-Chairperson shall assume the duties and responsibilities of the Chair in the event that the Chair is absent or unable to perform their duties.

Vote: Motion made by Jacob Woods to nominate Ellis Chenault as board chair. Seconded by Patrick Rasco. Unanimous approval, motion carried.

Motion made by Barbara Kelly to nominate Patrick Rasco as vice chair. Seconded by Jacob Woods. Unanimous approval, motion carried.

V NEW CoA REVIEWS:

CoA #1: 421 6th Avenue (Dupper)

Background: House is located within the Albany District. The board has reviewed a number of CoAs for the property.

Action Requested: Add chicken coop to rear yard.

Decatur's Design Review Standards: 18.0 Pools, Fountains, Gazebos, and Pergolas 18.3 Locate gazebos, fountains, and pergolas out of, or with limited, public view in rear or side yards.

22.0 New Construction – Outbuildings 22.2 Site new outbuildings on the lot appropriately. Locate new outbuildings to the rear of a dwelling or set back from the side elevations.

Staff Assessment: This house is built almost on the property line so there is no rear yard. The coop has been placed as close to the rear property line as possible. The commission will need to determine if the size of the coop is appropriate for the location, and if they feel the yard needs additional screening through fencing or landscaping to accommodate the coop.

Discussion: Questions about height (8'5") and length of the chicken coop (27') Questions about how many chickens, 5, but coop will hold 10. Discussion of fence vs landscape coverage for coop, and other possible locations for coop. Evergreen landscaping determined to be best landscaping option.

Vote: Motion made by Ellis Chenault to approve coop location with a landscape screen placed near front corner of the house, allowing sufficient open space for the sidewalk there (about 8' gap to address sidewalk and plant expansion). Staff and commission architect authorized to review final plant and plant size details for approval. Seconded by Barbara Kelly. Unanimous approval, motion carried.

CoA #2: 840 Jackson (Harris)

Background: House is located in the Albany District. Staff has worked closely for many months with the applicant to find a contractor capable to work on this roof and to explore options for repairing the roof.

Action Requested: Replace part of damaged rear tile roof with metal roofing

Decatur's Design Review Standards: 13.0 Roofs 13.1 Replace in-kind only if necessary due to deterioration or damage. Replace original materials **if possible**.

Staff Assessment: House has had a long term leak, multiple tiles have failed due to age and damage. The low pitch on the section of the rear roof (where the roof is leaking) is a pitch that is too low for clay roofing tiles. The company has also not been successful in locating replacement tiles. Clay tiles have a 50-100 year lifespan. This house was constructed in 1948 and is 77 years old.

There are two choices for new roof coverings at that location, a membrane, or a standing seam metal roof. The metal roof would have a higher profile and last longer than the membrane roof. The portion of the failed roof is almost entirely out of public view. The portion of the roof that would be replaced is highlighted yellow on the birds-eye photograph in the file. It is a secondary gable, recessed behind the main gable, and it is only a portion of the rear slope in that section.

If the board approves the replacement for a portion of the roof, the board should clarify that this is based on the unique circumstances of this replacement and is not a blanket approval for all future tile roof.

Discussion: Contractor brought a sample of the metal roofing for board members to view. Discussion over the unique situation of the house due to low pitch that isn't supposed to have tile. Discussion regarding allowing unusual roof material (metal) due to lack of visibility and lack of viable replacement materials. Jacob Woods noted that the 2/12 slope was indeed to shallow for most materials, and that metal roof would be his first choice, with modified bitumen being a second choice. Confirmed that ice and water shield will be used as well.

Vote: Motion made by Patrick Rasco to approve the metal roofing given the unusual circumstances of this particular roof. Motion seconded by Jacob Woods. Unanimous approval, motion carried.

VI PRESERVATION MONTH AWARDS

Vote: Motion made by Jacob and seconded by Ellis Chenault to accept the following slate for Preservation Month Awards:

Karen Thomas, 809 Line (addition)
Joseph Ryan, 213 Cherry (addition)
Carol Puckett, 629 Jackson (addition)
Elizabeth Lovelace, 623 Jackson (new roof)
Bonnie Goodman and Ricky Thompson for their work on the Sykes Cemetery GIS project.

Motion to adjourn meeting at 4:55 by Jacob Woods, seconded by Ellis Chenault. Unanimous approval, motion carried. Meeting adjourned.