



## DESIGN REVIEW BOARD APPLICATION

Administered by:  
Design Review Board

Property Address\*: 1277 Decatur

Applicant Name & Mailing Address: Kerry Clay 203 Cedar Avenue 38107

Applicant Phone Number: 901-848-6679 Applicant Fax Number: N/A

Property Owner's Name & Mailing Address: Beverly Clay 3740 Winderwood Circle 38128

Property Owner's Phone Number: 773-965-0092

The proposed work consists of the following (check all that apply):

- Sign
- Renovation
- New Building
- Other Exterior Alteration

Project Description: • Entrance doors will be painted red • Metal gate over the garage doors will be painted black. The grate over the windows will be removed but the interior metal bars will remain. • The flower beds will have Lantana.

Status of Project:

**A complete application must be submitted to the Development Department no later than three weeks before a regularly scheduled meeting of the Design Review Board.** Please submit the application with any necessary attachments to [designreview@downtownmemphis.com](mailto:designreview@downtownmemphis.com). Questions can also be e-mailed to [designreview@downtownmemphis.com](mailto:designreview@downtownmemphis.com), or you can reach Planning & Development staff at (901) 575 - 0540.

Owner/Applicant Signature: Kerry Clay  
Date: 5-21-24

\*Applications for properties that are located within a Landmarks Historic District may require additional approval from the Landmarks Commission. Please contact the Shelby County Division of Planning & Development at (901) 576-6601 for more information.







Willie F. Brooks, Jr.  
Shelby County Register of Deeds

**BEVERLY L CLAY LIVING TRUST**

Owner:  
Parcel Address: 1277 DECATUR ST  
Parcel ID: 040001 00094  
2024 Appraisal: \$37,900  
Tax District: MEMPHIS  
Year Built:  
Lot Number: PAR 2  
Subdivision: RESUB LOT 1 & PT 2 MOREHEAD  
PB 4 PG 40

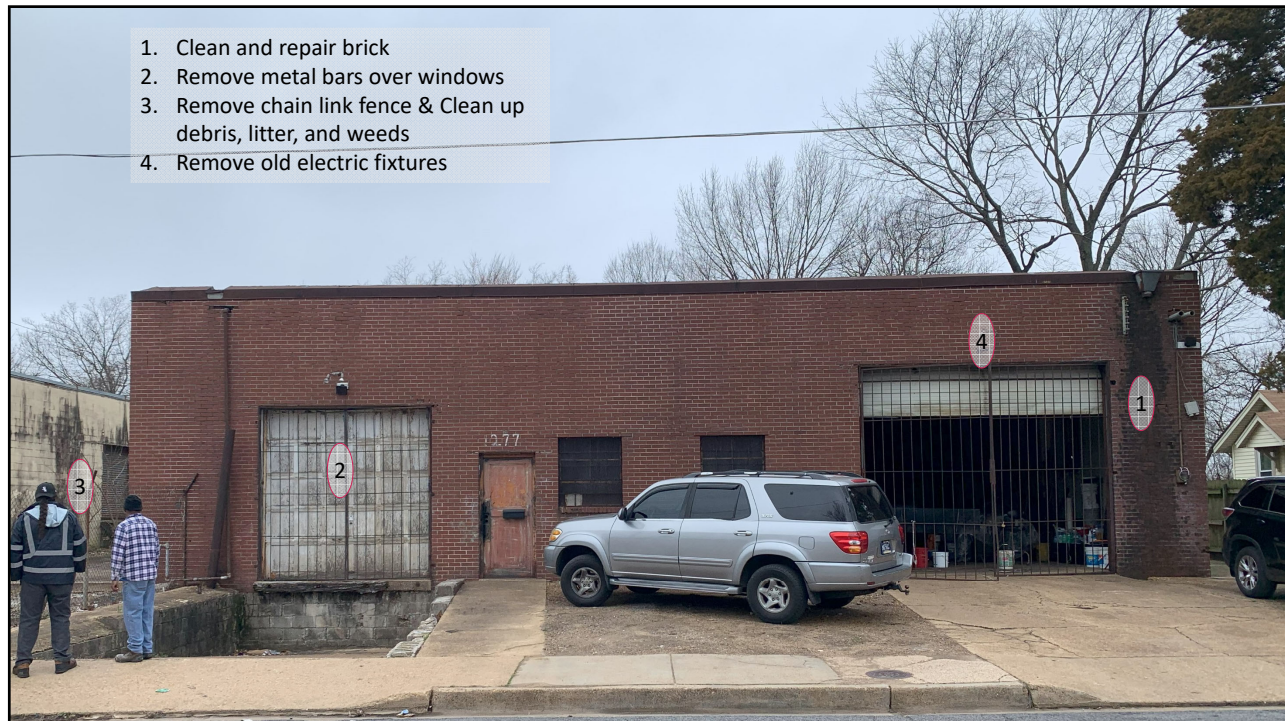
Plat BK & PG: UNREC  
Dimensions: 84.03 X 154.16  
Total Acres: 0.302  
Owner Address: 3740 WINDERWOOD CIR  
MEMPHIS TN  
38128 4321

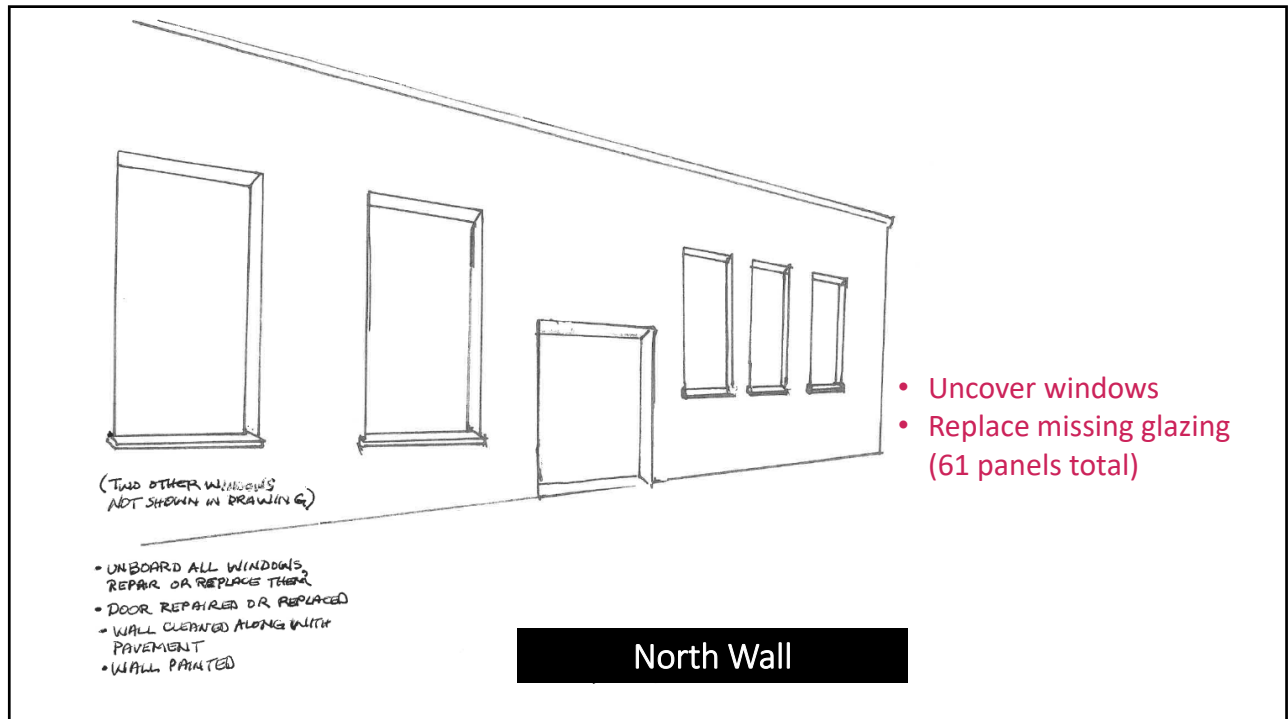
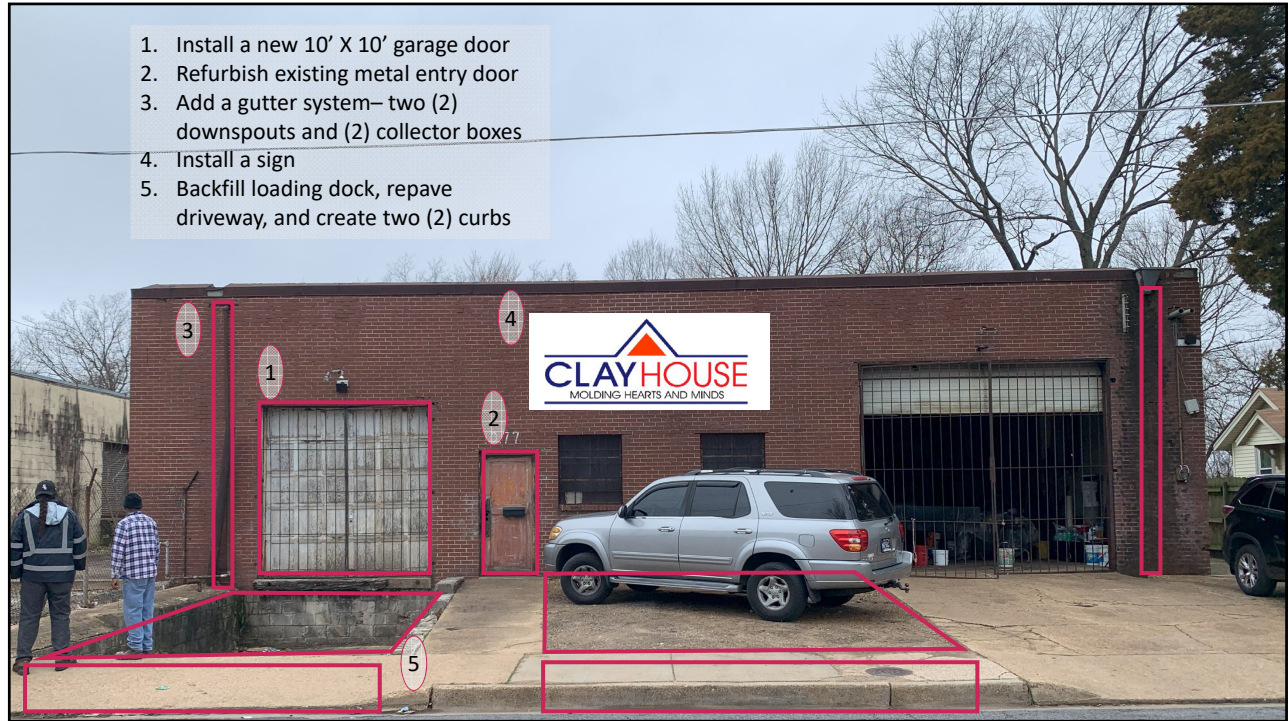
Map prepared on 5/7/2024

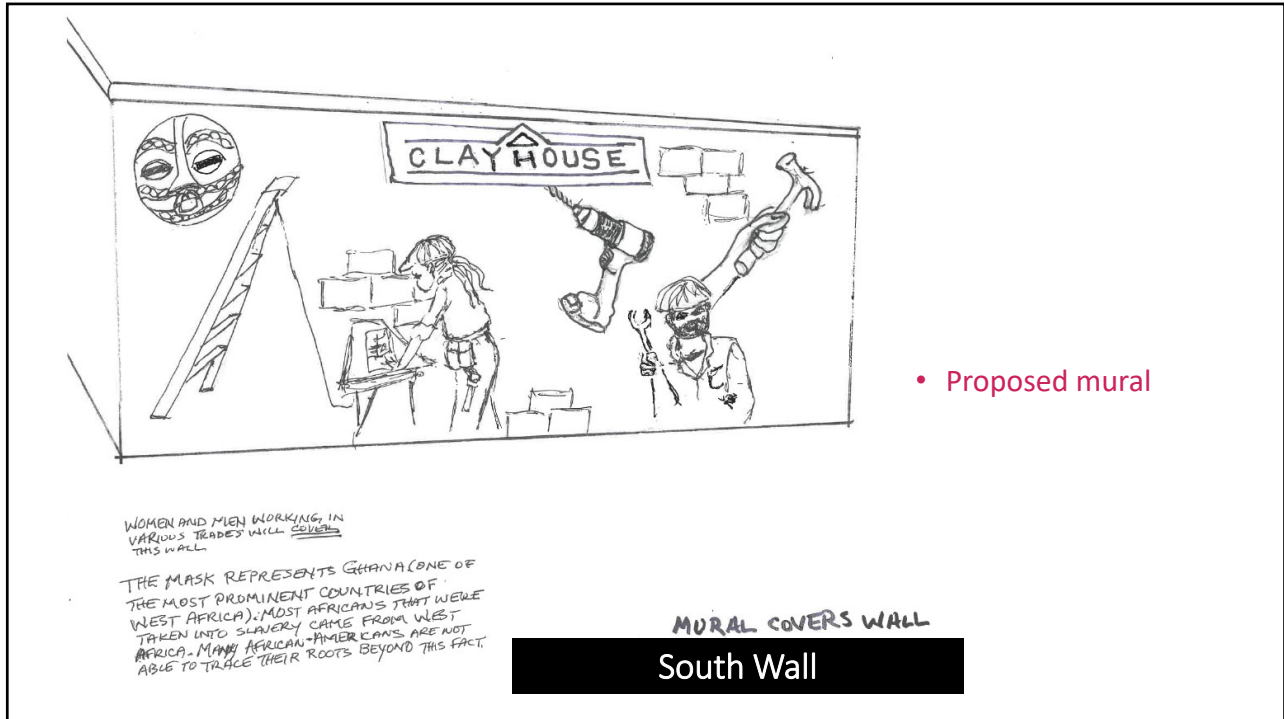


Shelby County ITS / ReGIS 100 North Main, Suite 1001, Memphis, TN 38103 email: ReGIS@shelbycountytg.com  
www.gis.shelbycountytg.gov, ReGIS Shelby County Government

1. Clean and repair brick
2. Remove metal bars over windows
3. Remove chain link fence & Clean up debris, litter, and weeds
4. Remove old electric fixtures







## 1277 Decatur (Clayhouse) – Good Neighbor Grant – Design Details

### East Façade

- Preparation
  - Remove damaged chain link fence
  - Remove old lighting fixtures over entrances
  - Pick up debris and litter
  - Remove weeds
- Gutter system
  - Install 2 down spouts
  - Install 2 collector boxes
- Brick
  - Clean and repair
- Garage Doors
  - Install 10' x 10' insulated steel door to replace existing door on left side
  - Metal gate – clean, mend as needed, and paint black
- Entrance Door
  - Cut out metal door that is welded closed
  - Install new hardware
  - Paint red
- Driveway
  - Remove concrete from left loading dock, backfill, and pour with concrete (4 inch, 3500 psi, reinforced with wire mesh) and add an apron
  - Dig out center 21' x 23' dirt patch, leaving 3' x 8' area near building for a flower bed
  - Replace apron on right side
- Landscaping
  - Lantana or other shrubby perennial
- Lighting
  - Existing lighting is solar powered and over garage door entrances
- Signage
  - 4' x 8' Metal sign attached to building

### North & South Façade

- Brick
  - Clean and repair
- Windows
  - Replace missing glazing (61 panels total)
- Mural on south wall near the windows
  - Kerry will prep the wall
  - Hire local artist to paint mural