

**MINUTES
REGULAR MEETING OF THE
ARCHITECTURAL REVIEW BOARD**

**Thursday, March 10, 2016
6:30 P.M.**

**Town Council Chambers
157 NW Columbia Ave, Chapin**

Members Present: Ken Loveless, Doug Clary, Harmon Reed, Jason Mack and Gerald Meetze

Members Absent: None

Staff Present: Chris Clauson

Guest: Darren Holcombe (Cox & Dinkins), Meredith Lenti (Garvin Design Group), John Farley (Contract Construction), Rick Faulkner (Chapin United Methodist Church), and Clay Cannon (RB Todd).

A meeting of the Town of Chapin Architectural Review Board was held at Chapin Town Hall and called to order by Chairman Ken Loveless at 6:31 P.M. on March 10th, 2016 when a quorum was present.

1. **CALL TO ORDER:** 6:31 P.M.

2. **APPROVAL OF MINUTES:** Chairman Loveless presented the minutes from the January 14th, 2016 meeting for review. Mr. Reed made the motion to accept, and Mr. Meetze seconded. Minutes were unanimously approved.

3. **OLD BUSINESS:**
 - a. Review of modifications to the proposed Sonic building plans- Chairman Loveless introduced the next topic and explained what necessitated the return of Sonic to be reviewed. Mr. Clauson explained that lighting plan had been revised to depict the lighting footprint along with the lighting engineers' letter, a one foot reduction of the sidewalk internal to the site was made to allow for a planter strip, retaining wall elevations were provided, pedestrian barriers and potted plants were added along the long expanses of the building. Additionally, the fact that SCDOT had removed the access point along Lexington Avenue was discussed in some detail. Minor modifications needed to be made to the landscaping plan. After presenting the findings Mr. Reed asked staff if he had any recommendation. Mr. Clauson reported that all required improvements have been made and the only changes that need to be made is that closing of the access drive needs to be depicted on the landscape plan. Mr. Clary made a motion that the Board approve the plans as submitted with the stipulation that the follow up plans be submitted for staff review. Mr. Reed seconded the motion and all voted in favor, the motion passed.

4. NEW BUSINESS:

- a. Review of proposed press boxes at Chapin High School- Chairman Loveless introduced the next agenda item and asked staff to report any findings. Mr. Clauson presented the plans making note of the fact that these structures are outside of the overlay districts and these buildings are held to the previous standards. Mr. Meetze made a motion to approve the plans as submitted and Mr. Reed seconded. The motion came to a vote and all were in favor.
 - b. Review of Chapin United Methodist- Chairman Loveless introduced the next item on the agenda. Mr. Clary announced his conflict of interest being a member of the Chapin United Methodist Church and chose to recuse himself from this item. Mr. Clauson then proceeded to present the plans for the expansion and explained that the building was not located within one of the overlay districts. The Board discussed some particulars on the siding with the architect including the materials and color. Mr. Meetze moved to approve the plans as submitted contingent upon the Town receiving the lighting plan from SCE&G with authority to approve the plans given to Mr. Clauson. The motion was seconded by Mr. Reed and brought to a vote. All were in favor and the motion passed.
 - c. Administrative Resolution- Chairman Loveless introduced the final agenda item and explained why this item was added to the agenda. In light of recent events Mr. Loveless wanted a resolution to be drafted by the Board to articulate the rights of the Board to review all development and the duty of the Town to enforce the standards. After discussion over particulars Mr. Meetze moved that the Board draft a letter to the Town Council expressing the Boards desire that the Town enforce the ordinance and between now and the next meeting a resolution be drafted for the next meeting for all members to vote on. Mr. Clary seconded the motion and all voted in favor.
5. **PUBLIC COMMENT:** There being no members of the public present the Chairman move to the next agenda item.
 6. **ADJOURNMENT:** There being no further business Mr. Meetze made a motion to adjourn the meeting and Mr. Reed seconded the motion. The motion carried unanimously and the meeting was adjourned at 7:38 P.M.

Respectfully submitted,

Chris Clauson
Zoning Administrator