

## MINUTES MEETING OF THE ARCHITECTURAL REVIEW BOARD

Thursday, August 11, 2016  
6:00 P.M.

Town Council Chambers  
157 NW Columbia Ave, Chapin

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**Members Present:** Chairman Ken Loveless, Gerald Meetze, Harmon Reed, and Bryson Tucker

**Members Absent:** Jason Mack

**Staff Present:** Zoning Administrator Chris Clauson and Town Clerk Julie Hammond

**Guests:** Larry Kogut, Joey Fischer, and Savannah Frick

A meeting of the Town of Chapin, Architectural Review Board (ARB), was held at Chapin Town Hall on August 11, 2016 at 6:00 p.m.

**Call to Order:** 6:00 p.m.

**Approval of Minutes:** Member Reed asked whether the Administrative Resolution mentioned in the March 10, 2016 minutes had been drafted. Administrator Clauson noted that the motion from the last meeting was that the Board would need to draft the resolution. Chairman Loveless mentioned that in light of recent events and conversations the resolution would no longer be pursued. Member Reed moved to approve the minutes as written. Member Meetze seconded the motion. All were in favor, motion carried.

**Review of Proposed Palmetto Bone and Joint Development:** Member Tucker acknowledged his interest in the project at hand and recused himself from the review for conflict of interest. The ARB reviewed the Architectural Review Application "Exhibit A", the Lighting Fixtures and Layout "Exhibit B", Exterior Elevations "Exhibit C", Enlarged Exterior Elevations "Exhibit D", and the Landscape Plan "Exhibit E" for Palmetto Bone and Joint Development.

Larry Kogut of LTC Associates approached the bench to present a building materials display board. Member Meetze identified some particulars of the building such as: building skin of modular brick, accents to pick up secondary color, variety of structure height (perimeter walls 22'½" tall and bearing height 14'4"), and the use of tinted glass.

Member Reed indicated that screening of dumpsters and mechanical units was required and importance was placed on the height of the screening to maintain coverage of generators sitting on top of tanks. Noise from the generator being exercised was also a concern but this would be conducted once a month, normally during morning hours, so it should not create a problem.

Administrator Clauson presented his findings as written in the Plan Review Letter "Exhibit F" dated August 2, 2016. The findings were outlined from the Town of Chapin's Zoning Ordinance. Items noted included: architectural, landscaping, lighting, and parking. Additional information required included a zoning permit with associated fees and a landscaping permit with fee.

After review of the findings the ARB asked that the plan be resubmitted with the required changes referenced in the Plan Review Letter. Administrator Clauson would look into advertising requirements for the resubmittal of the plan.

**Old Business – Publix Landscaping:** Member Meetze inquired about the landscaping requirements on the Publix development. Administrator Clauson thought that the landscaping was within zoning requirements at the time of approval, but would double check.

**Adjournment:** Member Reed moved to adjourn the ARB meeting. Member Meetze seconded the motion. All were in favor, motion carried. Meeting adjourned at 6:59 p.m.

ARB APPROVED: September 23, 2016