

**MINUTES
WORK SESSION MEETING OF THE
ARCHITECTURAL REVIEW BOARD**

**Thursday, August 11, 2016
5:00 P.M.**

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

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

Guest: Lil Mood

A work session meeting of the Town of Chapin, Architectural Review Board (ARB), was held at Chapin Town Hall on August 11, 2016 at 5:00 p.m.

REVIEW OF ARTICLE 7 (LANDSCAPING) ORDINANCE AND ARTICLE 10 (ARCHITECTURAL REVIEW STANDARDS) ORDINANCE: Member Reed briefed new Member Tucker on proposed changes to Article 10 and previous business while awaiting arrival of all members.

Members reviewed exterior building materials as found in §1008.2.K and §1009.2.11 of Article 10 “Exhibit A”. The discussion involved ensuring concrete block was no longer an approved building material. Member Reed questioned the use of any building materials other than brick and stone for projects. Administrator Clauson clarified that there were two separate standards dictating external materials for projects; one being those projects in the overlay districts (§1009.2.11), two being all other non-residential projects (§1008.2.K). Additionally, the approval of accent materials for projects in the overlay districts was discussed and the existing regulations were considered to be sufficient.

Member Meetze suggested a change to Article 7 “Exhibit B” (702.2 Tree Size) Zoning Ordinance; large maturing trees should have a minimum caliper of 2” instead of 1.5” at planting. He also expressed an interest in street trees and his desire to limit the variety of trees allowed.

Members questioned whether or not there was a time limit on ARB’s approval of architectural reviews. Administrator Clauson stated that there was a time limit on zoning permits, but expressed there were no time limits currently for the architectural review approval. However, he reiterated that no final approval had been granted for the outparcels at Chapin Crossing and as such those buildings would need to be reviewed at a later date.

Members adjourned to begin the regular scheduled meeting of the ARB.

Adjourned: 5:58 p.m.

ARB APPROVED: September 23, 2016