

**TOWN OF CHAPIN
ARCHITECTURAL REVIEW BOARD
REGULAR MEETING MINUTES**

**Wednesday March 5, 2025
6:00 P.M.**

Town Hall

Members Present: Member Daniel Powell, Member Bryson Tucker, Member Gerald Meetze, Chair Jason King, Vice Chair Harmon Reed

Staff Present: Town Clerk Shannon Bowers, Planning & Zoning Manager Reid Radtke

Guests: Lucas Braun and Sam Walker – Keith Port Company

Call to Order: Chair King called the meeting to order at 6:00 p.m., determined there was a quorum, and acknowledged the appropriate notifications in compliance with the SC Freedom of Information Act had been met.

Approval of minutes: Member Meetze moved to amend the February 5, 2025 meeting minutes as presented. Member Powell seconded the motion. Member Meetze indicated that during the discussion of landscaping around the front and left sides of the Wendy’s property, he suggested “a variety of shrubbery be used” not “holly”. Would like to amend the minutes to reflect that statement. No further discussion, motion passed unanimously.

Chair Jason King:	Yes
Vice Chair Harmon Reed:	Yes
Member Gerald Meetze:	Yes
Member Daniel Powell:	Yes
Member Bryson Tucker:	Yes

Public Comments Related to Agenda Items

There were no public comments

Discuss Items

Preliminary Review: Publix Outparcel: The applicant, Mr. Braun, began the discussion by stating the reason for coming before the board. He noted they had been before the Architectural Review Board (ARB) months before, but wanted to revisit with a preliminary review to ensure they were on the correct path for design guidelines. He then described the preliminary plans for the parcel which included: main entrance “sail” made of composite siding, multiple brick colors for contrast and variety, broken up roofline with a mix of materials to allow for a break in plane, mechanical units on roof with screening on all sides, and two locations for signage.

Staff then gave a report on the preliminary design and noted the following would need to be addressed for an official application:

