

**McClellanville Architectural / Design Review Board Minutes**  
**December 5, 2023 — 7:00 PM**

The McClellanville Architectural Review Board/Design Review Board met on the above noted time and date. The time and date of the meeting had been advertised in compliance with state law. Board members present, Leslie Scott, Tammy Huggins, Betty Hills and George Scott. Absent from meeting, board member Eric Craig. Town staff members present Natalie Lewis, Eddie Bernard. Remotely at meeting by Zoom; Zoning Administrator, Kathryn Basha and Ben Harmen of American Roofing and Remodel. Members of the public present Lucretia Thompson, Chuck Soulliard, Meagan and Wade Rhodes, Tom Fessenden, Al Alfonso from Oakwood Homes, Brian Hadden, and Lawton Nichols.

The meeting was called to order by Tammy Huggins at 7:01 PM.

The Board reviewed minutes from the September 19, 2023, and October 24, 2023, meeting. Betty Hills made a motion to approve minutes as written and Leslie Scott second motion. The minutes were unanimously approved by the board present.

Tammy Huggins made a motion to introduce an application for 10023 Highway 17 in the Highway Commercial District. Eddie Bernard reviewed staff notes for consideration of new single wide mobile home (14 x 68), this will replace mobile home that was destroyed during Hurricane Hugo. After discussion, Tammy Huggins approved the application as submitted with wooden stoops and steps at entries. Leslie Scott seconded motion and it was unanimously approved by the board.

Tammy Huggins made a motion to introduce an application for 911 Pinckney in the Historic District. Kathryn Basha reviewed staff notes for consideration of the 12 x 20-foot boat shed. After discussion of placement and materials of boat shed, Leslie Scott made a motion to approve the application as submitted noting that it will be an open shed with no enclosures. George Scott seconded motion and it was unanimously approved by the board.

Tammy Huggins made a motion to introduce an application for 632 Venning Street in the Historic District. Eddie Bernard reviewed staff notes for consideration for removal of fence and replacement of windows and doors in home. After discussion of materials and what would be replaced, Tammy Huggins made a motion to approve the application with the following conditions. Removal of entire fence, it was not historic to home. Have shutters repaired on home. Windows vinyl clad with profile to match existing windows, 6/6 exterior mullions, clear glass, original windows to be stored on site. Doors will be replaced with Fiberglass as submitted, screen door prepared or replaced in like kind. Betty Hills seconded motion and it was unanimously approved by the board.

Tammy Huggins made a motion to introduce an application for 363 Mercantile Rd in the Historic District. Eddie Bernard reviewed staff notes for consideration to install an in-ground pool behind home. The board and applicant then discussed the site plan and materials. Board noted that any mechanical equipment would be screened. Leslie Scott made a motion to approve the application and the applicant was informed that the previous surface issues would be resolved at staff level. George Scott seconded the motion, and it was unanimously approved by the board.

Tammy Huggins made a motion to introduce an application for 223 Scotia Street in the Historic District. Kathryn Basha reviewed staff notes for consideration of elevating roof of existing boat shed 6 feet. After discussion of materials and site of boat shed, Tammy Huggins made a motion to approve the application with conditions that applicant provide screening along Pinckney Street. Leslie Scott seconded motion and it was unanimously approved by the board.

In other items, the board discussed with the Zoning Administrator about framing and sills of vinyl clad windows for contributing homes. All agreed they will need to have same profile of the original windows which should be around 1 ½ inch trim. Also discussed the Dollar General parking lot. They should be submitting something soon to replace what is currently there. The board decided replacement of parking lot did not need to come back to DRB and could be done administratively.

The next meeting will be on January 16<sup>th</sup> and the February meeting will be changed to February 27, 2024.

Meeting was adjourned at 8:37 PM

A handwritten signature in black ink that reads "Natalie L." with a stylized flourish at the end.

Respectfully submitted,  
Natalie Lewis / Secretary