

**McClellanville Architectural / Design Review Board Meeting**  
**AGENDA**  
**December 5, 2023**

*The purpose of the McClellanville Architectural Review Board is to ensure that the historic integrity of significant or contributing properties is preserved so that the integrity of the village's historic character is not compromised.*

1. Consideration of meeting minutes from September 19, 2023 and October 24, 2023.
2. DRB consideration of 10023 Highway 17. This application is for consideration of new single wide mobile home (14 x 68). This will replace mobile home that was installed before Hurricane Hugo. The property is at is in the Highway Commercial District.
3. ARB consideration of 911 Pinckney Street. This application is for consideration to construct a 12 x 20-foot plywood and tin roof boat shed and will match home. Held up by 4 x 6 treated posts and cemented in 3 feet of concrete. The property is located at 119 Pinckney Street and is the Historic District.
4. ARB consideration of 632 Venning Street. This application is for consideration of removal of fence and replacement of windows and doors to home. The property is located at 632 Venning Street and is in the Historic District.
5. ARB consideration of 363 Mercantile Rd. This application is for consideration of an in-ground pool behind home. The property is located at 363 Mercantile Road and is in the Historic District.
6. ARB consideration of 223 Scotia Street. This application is for consideration of elevating roof of existing boat shed approximately six feet more.
7. Other items
8. Next meeting will be January 16, 2024 and February meeting will be changed to February 27, 2024.
9. Adjournment

**THE ARCHITECTURAL REVIEW BOARD  
OF THE TOWN OF McCLELLANVILLE  
CERTIFICATE OF APPROPRIATENESS**

APPLICANT: Meaghan and Wade Rhodes

SITE ADDRESS: 632 Venning Street

NATURE OF APPLICATION:

consideration of removal of fence. Replacement of windows and doors to home.

CONDITIONS IMPOSED BY THE ARCHITECTURAL REVIEW BOARD

Entire fence removed. Shutters repaired.

Windows: Vinyl clad 6/6, exterior mullions, profile of windows shall match existing, clear glass, original windows stored on site.

Doors: replace w/ Fiberglass as submitted, screen door repaired or replaced in like kind.

This CERTIFICATE acknowledges that this application to the has been determined to be appropriate and in keeping with the historic and prevailing architectural qualities of the . This CERTIFICATE is awarded subject to strict adherence to the above conditions and conformance with your presentation to the Board. This CERTIFICATE should not be construed as a Zoning Permit or Building Permit. All permits, licenses, and fees must be secured after award of this CERTIFICATE.

12/5/2023

Date

Janney Stueber

Chair,

cc: Mayor and Town Council

**Mayor**  
Rutledge B. Leland, III

**Town Council**  
Aaron L. Baldwin  
Christopher B. Bates  
Robert J. Gannon  
James E. Scott

Phone: (843) 887-3712



405 Pinkney Street  
McClellanville, SC 29458

**Town Administrator**  
Michelle A. McClellan

**Zoning Administrator**  
Kathryn S. Basha

Fax: (843) 887-3094

## Staff Report

**To:** McClellanville Architecture Review Board

**From:** Eddie Bernard, RLA, Planner

**Date:** December 5, 2023

**Re:** 632 Venning Street –Replace windows and doors and remove existing wood fence–  
TMS 764-14-00-054

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The applicant is seeking approval to remove a wood picket fence and replace existing doors and windows. The property is zoned residential and is within both the national historic register district and the Town's historic district overlay. The property is a contributing parcel within the district. Images of the existing doors and windows, the proposed door and windows and some images of the property are included at the end of this report.

The application indicates they are seeking to 'remove rotted and broken picket fence', so it is assumed the fence is proposed to be removed in its entirety from the property as no exhibit showing the bounds of the proposed removal was submitted. The guidelines indicate that historic fences and wall should be kept and maintained wherever possible. New fences of wood, woven wire or wrought iron are appropriate when their design, height, placement and arrangement of voids to solids are similar to those in the village.

The Secretary of Interior's Guidelines for Rehabilitating and Restoring Historic Buildings has the following applicable standards in this case:

2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.

6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and where possible the materials. Replacement of missing features will be substantiated by documentary and physical evidence.

The existing 6 over 6 windows are listed on the survey report as being a significant architectural feature. The guidelines indicate that *it is beneficial to repair windows, which retain as much historic fabric as possible, in lieu of replacing windows on contributing buildings and where necessary replacement windows they should match the material and configuration of the original*

*windows. Simulated divided-lite windows and windows constructed of material such as aluminum and vinyl are not acceptable on contributing buildings. If replacement is necessary, replacement window should be of a design (6/6) and material similar to the original.* The application says to 'replacement of broken or cracked windows' and in a different location says 'replacement of windows' so it is unknown whether every window is proposed for replacement or just some and if some, which ones. Some windows have shutters while other do not. I ultimately approved for replacements, then consideration would need to be given to where windows may be paired. The actual details of the windows have been asked for several times. The following detail are unknown: what material the wood is clad with, how the mullions are detailed inside or outside of the window and what material they are and which glass option is proposed.

The doors are difficult to see from the roadways given the screen porch and angles of the doors relative to the road. The guidelines indicate that *the original door and window details, such as transoms, sidelights, framing, sill, dormers, shutters and lintels should be retained, and when necessary repaired or replaced with materials that match the original in appearance, texture, dimensions or scale. New doors should be consistent with a building's character.* There have been several different doors submitted from the owner, the contractor and the supplier so the applicant is going to need to clear this up and present to the board exactly what is proposed. I have included the latest submission from the supplier below which I understand to be a fiberglass door. The guidelines would recommend that the existing door first be evaluated for repair and if not possible to replace with the same material and size. Switching from wood to fiberglass would not be in keeping with the guidelines nor would the alternate window configuration. It should also be clarified by the applicant that the proposed replacements are the same size as those being replaced such that they would fit into the existing opening and are the same color.

Zoning review: The proposal would only require ARB approval as a zoning consideration.

Zoning approval of the site plan/renovation is separate and distinct from the DRB's approval and required prior to obtaining a building permit.

**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 cursive script that reads "Natalie Lewis". The signature is written in black ink and is positioned above the typed name.

Respectfully submitted,  
Natalie Lewis / Secretary