McClellanville Architectural Review Board / Design Review Board
Town Hall
July 21, 2026 - 7:00PM
Meeting Minutes

The Architectural Review Board / Design Review board met on the date and time noted above. Notice of the meeting was provided in accordance with state law.

Members present: Eric Craig (Chair), Betty Hills, Leigh Scott, Ruthie Lacey, and Bob Dunn.
Town Staff present: Eddie Bernard (Town Planner) and Jessie Thomas (Assistant).
Members of the public: Palmer McClellan and Annette Clark.

Eric Craig presided over the meeting and it was called to order at 7:00 PM on July 21, 2026.

Chair Eric Craig requested that the Board review the June 16th, 2026 minutes and motioned to approve the minutes as written. The motion was seconded by Betty Hills and approved unanimously by the Board present.

Next, Chair Eric Craig was recognized for his six years of service on the Architectural Review Board. A letter of appreciation from the Mayor was read by Eddie Bernard in recognition of his contributions and commitment to the Board.

Eric Craig then moved to introduce the application for 1043 Leland Creek Road.

1043 Leland Creek Road
Applicant: Palmer McClellan (present) and Adam Freeze (absent)
Request: Construction of three new boat storage buildings, gravel expansion, and fencing within the SC Seafood Planned Development (PD).

Eddie Bernard presented his staff report noting that the architectural elevations and a landscape plan have not yet been submitted.

The Board discussed Section 5.4.9 of the Town's Design Guidelines, which requires a prominent façade shift for buildings exceeding 60 feet in length. The applicant presented proposed design modifications intended to address this requirement.

The Board publicly discussed the options presented by the applicant and agreed that vertical siding, along with awnings over each man door, would provide the necessary variation. The Board determined that a color change alone would not satisfy the façade requirements.

Landscaping requirements were also discussed. The applicant will submit a landscape plan reflecting the previously approved sweetgrass and pampas grass mix, with existing wax myrtles counted toward the required buffer plantings.

Motion: Eric Craig made a motion to approve the application with the following conditions: Construction to include tan vertical siding with white roof, dark doors with dark awnings above man doors. Landscaping for buffers remains the same as previously approved. Motion was seconded by Bob Dunn and approved unanimously. Motion carries.

Eric Craig moved to introduce the application for 9990 Highway 17 North.

9990 Highway 17 North
Applicant: Annette Clark (present) as designated agent for Troy Hagemann (absent)
Request: Demolition of all existing structures, footings, and slabs on the property. The property is zoned Highway Commercial.

Eddie Bernard presented his staff report noting that the structures were constructed between 1990 and 1997 and are wood-frame buildings with the exception of an outdoor metal cooler.

The applicant stated that the property has been without power since 2023 and described the structures as deteriorating, consisting of termite and rodent damage, and present potential fire and safety concerns.

The Board discussed tree protection requirements due to the presence of protected trees on the property. A tree protection plan will be required prior to demolition, along with a land disturbance permit and required inspections. The applicant stated that most structures can be removed without disturbing protected trees.

Motion: Eric Craig moved to approve the application as submitted. Motion was seconded by Betty Hills and approved unanimously. Motion carries.

Next, Jessie Thomas introduced a new standing agenda item to provide the Board with a list of administratively approved applications between meetings for increased transparency. Staff reported that one administrative approval had been issued since the previous meeting for an in-ground swimming pool located at 533 Pinckney Street.

Upcoming Items and Adjournment

The next ARB meeting is scheduled for August 18, 2026.

Board members were reminded by Staff that officer elections will be held at the August meeting, and one new member applicant will be presented to Town Council and is anticipated to attend the August meeting.

There being no further business, the meeting was adjourned at 8:06 PM.

Respectfully submitted,

Jessica Thomas

Jessie Thomas
Executive Assistant