McClellanville Architectural Review Board / Design Review Board
Town hall
October 27, 2026 – 7:00 PM
Meeting Minutes

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

Board Members Present: Bob Dunn (Chair), Betty Hills, Leigh Scott, Ruthie Lacey, and Chris Palmer
Town Staff Present: Kathryn Basha, Jessie Thomas, and Robert Cox (SAFEbuilt)
Members of the Public: Bruce King

Bob Dunn presided over the meeting, and it was called to order at 7:00 PM on October 27, 2026.

Bob restated the purpose of the McClellanville Architectural Review Board: 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.

Robert Cox with SAFEbuilt was introduced and welcomed as the new third-party building official serving McClellanville.

Next, Bob Dunn requested the Board review the minutes from the August 18, 2026 meeting. Betty Hills made a motion to approve the minutes as written. The motion was seconded by Ruthie Lacey and approved unanimously by the Board present.

Bob Dunn then moved to introduce the application for 10008 Highway 17 North.

Application: 10008 Highway 17 North
Applicant: J. Bruce King
Request: Alteration of existing sign located within the Highway Commercial District

Robert Cox presented his staff report noting that the proposed sign, including the increase in height to 16 feet, complied with ordinance requirements for height, area, and related standards.

The applicant, Bruce King, reviewed the proposal with the Board, including:

- existing placement remaining unchanged,
- white background with brown and green logo,
- materials to match the existing appearance,
- no new lighting proposed,
- attachment by eye bolt at the top and blocks at the bottom to prevent swinging.

There being no further questions for the applicant, Ruthie Lacey motioned to approve the application as submitted. Leigh Scott seconded the motion, and the motion carried unanimously.

Jessie Thomas then reviewed the Administrative Approval Report, which included one application for a screened porch and stair replacement on Liberty Street.

Next, the Board discussed changing its regular meeting schedule to the second Tuesday of each month to better accommodate holiday schedules, Planning Commission meeting dates, and other commitments.

The following meeting dates were discussed:

- November 10: Tentatively scheduled, pending confirmation of an application.
- December 8: Confirmed meeting date.

There being no further business, the meeting was adjourned at 7:18PM.

Respectfully Submitted,

Jessica Thomas

Jessie Thomas
Executive Assistant