

**Architectural Review Board Meeting
July 3, 2018 3:30 PM
MINUTES**

MEMBERS PRESENT: Georgene Brazer, Courtney Ainsworth, Shannon Baughman

STAFF: Randy Dykes, Amanda Styer

GUEST: Todd Mayo

APPROVAL OF MINUTES:

1. **Approval/Disapproval of the meeting minutes from the April 3, 2018 ARB meeting. Georgene Brazer made a motion to approve the minutes from the April 3, 2018 ARB meeting; motion seconded by Jon Seagraves and carried by all.**

SIGN REVIEW:

1. Review of the building sign for **MHC Hearing** to be located at 2459 B Highway 17.

Georgene Brazer asked why the sign was not being centered between the two building columns and staff explained there is an entrance door to a long hallway on the far right side, but they believe that is a door to the property management office which does not wish to have their own building sign above their door. Georgene Brazer suggested contacting the property manager to ask if it is possible for the MHC Hearing building sign to be centered between the columns as she feels that would be best.

Courtney Ainsworth made a motion to approve the building sign for MHC Hearing to be located at 2459 B Highway 17; motion seconded by Shannon Baughman and carried by all.

Staff later confirmed with the property manager that the sign will be centered between the columns.

2. Review of the building sign for **Omega Construction** to be located at 2801 Highway 17, Suite 100.

Todd Mayo explained that Omega Construction has been in this space for a few years and would like a building sign to help people locate them.

Mr. Mayo explained Omega Construction came to the area to build Caesarstone and decided to stay. He added that they do work up and down the east coast so Richmond Hill is a great central location.

Shannon Baughman felt removing the palm trees would be fine and they could be replaced with something smaller that will not block the view of their building sign. He recommended the "option 2" sign rendering.

Assistant Planning & Zoning Director Randy Dykes asked if there are two tall palms and one smaller one that would be removed and Mr. Mayo replied yes.

Shannon Baughman made a motion to approve the "option 2" sign rendering, placing the building sign on the left front of the Omega Construction entrance door and removing the palm trees; motion seconded by Courtney Ainsworth and carried by all.

With nothing further, Shannon Baughman made a motion to close the meeting; motion seconded by Courtney Ainsworth and carried by all.

Meeting closed at 3:50 pm.

Respectively submitted by,



Amanda Styer
Zoning Administrator