

**COMMUNITY APPEARANCE BOARD  
CITY HALL CONFERENCE ROOM  
WEDNESDAY, DECEMBER 12, 2007- 4:00 P.M.  
MINUTES**

Present: Barbara Streeter, Jimmy Jordan, Duc Watts, Jesse Olds

Absent: Franklin Sanders, Larry Timbes, Debbie Jenkins

Staff: Joe Henderson, Zoning Administrator; Barbara Tessier, Secretary

Others: David Ludlum, Haynes Sign Company; Gary Watson, Horry County Government; Dennis Ward, FW Architects; Jeff Ballard, Courthouse Commons; Bucky Green, East Coast Signs; Louie Welch, Welch Sign Company; Timothy Wright, Matt Lillich, Coastal Tinting

**I. CALL TO ORDER**

Chairman Streeter called the meeting to order at 4:03 p.m.

**II. APPROVAL OF MINUTES**

Watts made a motion, seconded by Jordan, to approve the November 28, 2007 minutes as written. The vote in favor was unanimous. The motion carried.

**III. DESIGN REVIEWS**

**A. Check Advance – Haynes Sign Company, applicant, is requesting approval of a parallel wall sign at 117-C Rivertown Boulevard.**

David Ludlum was sworn in. Henderson said the request for a parallel wall sign and vinyl window text. He said the project is subject to the dimension and design standards outlined in 9.2035 in the Rivertown Commons special sign district. He said it was located in the Highway Commercial (HC) zone. He showed renderings of the signage. He said the applicant has also submitted a rendering of the signage without the vinyl, which is not permitted by the Rivertown Commons special sign district.

Watts asked if what was shown in the renderings were the correct colors. Ludlum said they were. Watts asked what they were. Ludlum said a turquoise and red and then changed it to green and red. Watts said the Board would need the actual color names. Streeter agreed. Henderson said staff recommended approval of this project depending on the conditions that the vinyl be removed from the windows and that the sign placement and color be complimentary to the architecture of the building, i.e., the green in the roof. Henderson said the applicant could submit the colors to staff to be put in the zoning permit if the Board feels comfortable with that. Henderson said that the other two

recommendations were that the wall sign placement should be compatible with the other signs in the strip center and that the raceway painted to match the building. Henderson said the strip center's construction was permitted in mid-2006 and it currently has signs that are on a uniform elevation and this sign was being proposed at the same elevation as the others. However there are some architectural features, such as the windows, that are in the other locations. He said they will see signage requested for those tenant spaces. He said this wasn't addressed by the construction company or architect when they sought approval for the project, but it was a situation the Board would be dealing with very soon. Streeter said she understood what Henderson was saying and that the other signs would have to go below the windows. Ludlum said that is the way the building was built and the sign makers had no control over that.

Olds asked if Ludlum was going to come back with the actual colors. Ludlum said he would. Henderson said he could document the color code on the zoning permit when he issued it and then put it into the minutes.

Jordan made a motion, seconded by Olds, to approve removing the vinyl letters, situating of the wall sign placement to be compatible with the other walls signs and to have the PMS colors called in. The vote in favor was unanimous. The motion carried.

**B. Hucks and Washington- Bucky Green of East Coast Signs is requesting approval of vinyl face replacements for existing wall letters at 1506 Main Street.**

Bucky Green was sworn in. Henderson said this property was in the Main Street Corridor and subject to the sign design standards of the Commercial Design Review Overlay outlined in 9.2035. He said the property was zoned Neighborhood Commercial (NC) and it meets the dimension requirements established in the sign ordinance.

Watts asked Green if he was just changing the faces and Green said the letters were existing and he was just changing the faces. Green said the sign was about 30' square feet smaller than what was allowed.

Watts made a motion, seconded by Jordan, to approve the request as presented. The vote in favor was unanimous. The motion carried.

**C. Welch Sign Company – Louie Welch, applicant, is requesting approval of an accessory structure located at 1103 Main Street.**

Louie Welch was sworn in. Henderson said this was in the Main Street Corridor and the shed was to be located behind the new location of the store. Welch said he was painting it the same color as the house, which was cream and gray. There was a picture of the house for the Board to see. Henderson said all accessory structures are required to meet the requirements of 8.1025 of the Supplemental Regulations. He said the structure

met all the requirements. However Staff recommends that the orientation of the structure be clarified to the adjacent parcels.

Jordan asked if Welch was putting the shed directly behind the primary structure. He asked if the gable would be facing the existing building. Welch said it would be parallel to the back of the house. Jordan said the gable would be to the side and Welch said that was correct.

Streeter asked what the shed would be used for. Welch said it would be for storage of lawnmowers, yard tools and equipment. He said the house had no storage at all. Henderson said that staff wanted to clarify, for the board, that no manufacturing or storing of signs would be permitted out of this accessory structure because the zoning classification was within the Professional zoning district.

Watts made a motion, seconded by Olds, to approve the placement and the colors of the storage building as presented. The vote in favor was unanimous. The motion carried.

**D. Courthouse Commons – The Graham Group Architectural firm, applicant, is requesting final plan approval of elevation changes, paint color and materials at 1129 Third Avenue.**

Jeff Ballard was sworn in. Henderson said this property was in the Central Business District in the Historic District and complies with the guidelines for existing buildings and historic storefronts in our CAB Ordinance, Sections 9.4035 A and B. He said he could clarify if the Board wished.

Watts asked if anything had changed since the preliminary plans. Ballard said only one thing had changed in that the owner of the property wanted to replace a window with a door. He said it was the same size, but just a door instead of a window. He said other than that everything else was the same as presented before.

Streeter asked what kind of windows would be used. Ballard said the windows would be storefront aluminum painted white with a synboard material on the bottom pieces to simulate the wood. Jordan asked he was going to trim it out with the synboard to do like the panels. Ballard said yes. Streeter asked about the kick plate. She asked if it could be wider. She thought a wider panel had been used in the City on storefront doors when aluminum is being used in the historic district. Henderson said he did not think it was a requirement in the design guidelines. Watts said on wooden doors they required wider kick plates but not on metal doors. He confirmed with Ballard that the door was metal. Streeter asked if the hardware on the doors would be standard. Ballard said it would be unless the Board had another preference. Jordan said the kick plate would look a bit wider perhaps about 12” wide. Watts said the plate shouldn’t be more than 8 or 9”. Streeter said she thought 8” was standard. Ballard said 8” was what was being shown on the rendering.

Jordan made a motion, seconded by Watts, to approve the request as presented. The vote in favor was unanimous. The motion carried.

**E. 905 Main Street – Timothy Wright of Allied Services is requesting approval of material alteration for an accessory structure at 905 Main Street.**

Timothy Wright was sworn in. Henderson said the Board approved building materials for this project on October 24, 2007 and determined that the applicant resubmit some elevations showing a brick detail on the bottom of the window and also a soldier course over the top of the window. The applicant is requesting the replacement of the brick to be used around the windows and doors and use a stucco material in place of the brick. Wright said the back of the garage was all stucco. Henderson said the applicant requested to come back to the Board not only to request the additional materials, but to have the soldier course removed from the project. He said the issue that was brought up was failure to comply with the section of the Main Street Corridor Design Review Overlay that states that any accessory structure or any new construction should be compatible with the principle structure or the existing house. No soldier course is present on any of the windows for the existing house. Henderson said Wright's case was that adding the soldier course would make the accessory structure stand apart from the existing house.

Wright then talked about the stucco on the existing structure. He said the top and the back were already stucco and once he got the straight lines in with the windows, one brick was higher than the other by almost a whole brick so when they started putting the straight lines in it would be off. He said the owner's other concern was that the new brick had some variation of color and she was afraid it would be too noticeable. Jordan said he didn't think there was enough room to do a soldier course.

Wright then mentioned a stoop that was in front of the door. He said they wanted to put one in front of the other door, too. He said also on the step they were thinking about doing a rolock on the bottom but going all the way across the front and around so it framed it. Jordan said it was better to put brick across the bottom. Wright said that would make it look good.

Henderson said that Staff wanted to reiterate that this accessory structure is not to be used as a living unit in any way. It should be accessory to the principle use of a single-family home. Wright said that was just a bathroom and a room. He said it was like a hotel room – a bathroom and a room with a bed in it.

Olds made a motion, seconded by Watts, to approve as presented with the addition of the rolock across the bottom front and the stoop. The vote in favor was unanimous. The motion carried.

The applicant then mentioned the skylights. He said there would be two skylights. Wright said he had called Henderson and Henderson had said if they were not visible from

the road that CAB approval would not be required. Wright said if you get down the street a bit and you look at a right angle you will be able to see them, but they can't be seen from the end of the road. He said the skylights were 2'x4'. Henderson said when he did his site inspection; he could not see the roof from Tenth Avenue. Henderson said it could be deemed as not being visible from the public right of way and that is why it was not included in the request.

Olds asked to amend his motion to include the allowance of the skylights as requested. Watts seconded the amendment to the motion. The vote in favor was unanimous. The amendment to the motion carried.

**F. Mill Pond Road Dialysis Center - Dennis Ward of FW Architects is requesting approval of elevations, site plan, landscaping, and materials for a new construction within the Mill Pond Road Planned District.**

Dennis Ward was sworn in. Henderson said Ward was requesting preliminary plan approval. He said it does comply with the architectural design standards established in the Commercial Design Review Overlay. He said the ordinance further states that when presenting more than three (3) core colors that color elevations should be shown to the Board.

Ward said it was a masonry structure, split face block along the base because the building is flat they are trying to give it some dimension – something to trick the eye to think there is more depth to the building. The major of the utility brick color will be beige brick and then they will use the accent red to carry the coursing from the window lines and a brick header at the top of the windows and then use the white brick as a three course soldier course to help bring the height of roof back down. He said the entranceway is a drive-thru and it's fairly tall because they have to be able to get heart ambulances through and they are quite tall. Watts asked about the brackets. Ward said the brackets and windows were prefinished aluminum and the cap flashing would be the same bronze color. Jordan asked about the facia. Ward said it would be located right under the shingles. He said the roofing shingles were mainly black but had flecks of brown, beige and gray in it. He said they were 30 year shingles and would look almost like a slate.

Watts asked if the landscaping had been approved. Henderson said there would need to be a few changes made.

Henderson said one of site plan renderings is to realign the curb cut over for the requirement of sharing a curb cut off Mill Pond Road, which is an ordinance requirement. He said the changes will be seen at the final approval. Ward said they had a question about how you went on someone else's property and do improvements. He said even though it's a shared curb cut, they hadn't done anything. He said Henderson talked to the adjacent property owner and they were fine with it. Ward said for the landscaping they were adding additional shrubs along with the trees to meet the ordinance requirements. He showed on the plans where a few other trees would be placed.

Jordan asked if there was just the one entrance on the north side. Ward said there would be one entrance and one exit.

Streeter asked if the sign would be on the building. Henderson said the Mill Pond Planned Development only permitted one sign per site, which could be either a wall sign or a site sign. Ward said this information had come to them from the Technical Review Committee and they would be having a site sign that was masonry to match the masonry on the building. He said when the plans came back for final approval, the wall sign would not be on the building.

Ward was asked about lighting. He said it was coming through the power company itself for the site lights. He said one of the comments from the Technical Review Committee was to provide a drawing with the site lights.

Olds made a motion, seconded by Jordan, to approve the preliminary plans as presented. The vote in favor was unanimous. The motion carried.

**Add On:**

**Horry County Library – Gary Watson of the Horry County Maintenance Department is requesting the application of window film, due to a comment from City Council, regarding glare onto Laurel Street from the library.**

Gary Watson and Matt Lillich were sworn in. Watson said he had a need to ask the Board for approval for some glazing film to do two things. He said they had a problem this time of the year, late in the afternoon through several windows, with glare for users of the computers. And a larger problem that is called light pollution from the interior lights shining through the windows between dark and 8 p.m., primarily at this time of the year, impacting the neighbors. He said one of the options is film.

Jordan asked if this was for all windows. Watson said just on the west elevation. Watts asked if it would be on all windows on Laurel. Lillich said it would be on 14 windows. Olds asked how this was impacting the neighbors. Watson said without being subjective, he said there is no ordinance about light pollution, but two of the neighbors said the light from the library shone into their homes. Lillich said he brought a photo of an installation he had done elsewhere earlier this year. Lillich had several samples of various films. Lillich said the treatment was long lasting, would permit the day lighting. Streeter said she was afraid that the reflective tint, if you are having a problem with afternoon sun, the reflective tint would bounce off the outside of the building and have glare on the outside of the building.

Jordan asked if this would be applied to the interior or exterior of the windows. Lillich said it would be applied on the interior. He said some of the reflectivity would be somewhat nullified by the greenish tint of the glass.

There was discussion about other types of films that could be used. Lillich said because they need to use a material that is dark enough to provide the light pollution solution or to provide enough light reduction with a measureable benefit to the residents on Laurel Street, they need to use a material of a fairly heavy or dark material.

Watson said he had to give the Board a little more background. He said the library originally proposed putting window treatments, inexpensive horizontal blinds, to handle the glare problem at the computer stations and the librarians would have to go over at the proper time of day and lower them. The neighbors had a problem with that because it wouldn't be uniform. He then suggested putting them on all windows at quite a cost to the library, but the neighbors didn't like that either because there was no way to ensure that the librarians would make sure the blinds were all pulled to the same point. At the same time, another complaint was that the residents could, after dark, see into the library. He said the first floor on the elevation is the library work office with desks and book carts and the neighbors say it's unsightly. At the same time, in addition, the lighting in the library was designed taking into the day lighting that comes through the windows. He said he really didn't have a good way to turn.

Jordan asked how many residents were complaining. Watson said 2. Streeter said she would prefer to see blinds than tint. She said that at night with the film, you could still see into the library when the lights are on. Jordan asked if Watson was talking about regular blinds. Watson said he was or he could go to larger ones or plantation or vertical. He said he had safety issue with the cords and children in the library. He said he had the concern of damage to the blinds from the children or adults. He said he needed to think about asking the librarians to be sure that the blinds were uniformly pulled.

Watson said he wanted to get the CAB's guidance and he would go from there. Jordan said he thought there was another type of tint that didn't have the glare. Lillich said there were new ceramic types of materials that would avoid the reflectivity issue, but they weren't dark enough.

Jordan did tell Watson that there might be the demolition of two properties to the east. He said given the tree situation on the lot, a new house might be oriented toward the library and they would have more windows to worry about. Jordan said he was going down the road a bit. He said no one said the houses would be demolished, but he thought he should mention it. Watson asked how that would impact him. Jordan said there might be more people looking at the library.

Watson said he wanted a material that would be acceptable to the CAB, and then with that in hand, go to the City with the cost and not do anything without a release that this is the end of the issue. He said he can't leave himself open for another reinterpretation of what's acceptable. Henderson said he was going to suggest that with Staff and the CAB evaluate the tint on a small portion on the Laurel Street side. He said the neighbors could be contacted, at least talk to them, and this can be arranged to get all parties involved.

Watson said he liked Joe's idea from a common sense standpoint and logic. He said he did not want to be the one to put the CAB in the position of having to oppose the two neighbors. He said that should be left with him. He said assuming it wasn't for the neighbors, but he wanted to put the film up for his own purposes, what tint was acceptable within the code requirements and then he would go from there. Henderson said from an ordinance standpoint, window tinting or reflective material is prohibited in any way, shape or form in the Historic District. The library is an R-1 property in the Main Street Corridor and that overlay does not prohibit window tinting. Olds said it would be a moot point if it didn't address the neighbor's issues. Henderson said the library was not in the Historic District. Streeter said the library was not a historic property. She said it was a proposed district.

Henderson said he would recommend the less reflective material be put on the windows and see if it solves the problem. Jordan thought samples on the windows would be a good way to go. Watson picked two windows that he would like to see the sample film put on the two windows that caused the most glare. Jordan said they would probably get feedback right away on the film. Watson asked if the Board needed to come to see the samples. Streeter said they would. Watson said he would let them know when it was up.

Jordan said he didn't think the neighbors would sign a release. Watson said he wanted the City to sign a release. Jordan asked who at the City Watson thought would sign the release and Watson thought it would have to be Council.

It was decided that samples in the upper windows would be applied and Henderson would notify the Board members to review it in the field. Watson thanked the Board for their assistance.

Watson ended by saying the he and the architects for the museum would be coming before the Board in January.

#### **IV. TEXT AMENDMENT REQUESTS**

There were none.

#### **V. VARIANCE REQUESTS**

There were none.

#### **VI. PUBLIC INPUT**

There was none.

#### **VII. BOARD INPUT**

There was none.

#### VIII. STAFF INPUT

Henderson had the draft of the 2008 CAB meeting schedule. At question was the November meeting that fell the day before Thanksgiving and the December meeting that fell on Christmas Eve. The Board chose to have only one meeting in November and December and move those meetings to the third Wednesday of each of those months. Accordingly the deadline for materials would also change. The new schedule would be sent to the members.

Henderson said there was a building on the corner of Kingston and 905 that was having some maintenance done to the woodwork and was brought to his attention. He said they were also stripping paint around the doors and windows and repair and repaint the steps. Henderson said if there was a rotten board, the ordinance allows you to pull it up and conduct standard maintenance without review and approval. Streeter asked if they were painting it the same color. Henderson said they were.

#### IX. ADJOURN

There being no further business to come before the Board, the meeting adjourned at 5:10 p.m.

Approved and signed this 9<sup>th</sup> day of January, 2008.

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Chairman

Minutes prepared by Barbara Tessier, Secretary.