



# Design Review Board

## Meeting Minutes – February 13, 2020

### 1 CALL TO ORDER

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A regular meeting of the Design Review Board was held at the City Hall Council Chambers on Thursday, February 13, 2020 at 2:00 pm.

### 2 ATTENDEES

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Attendees included Board members - Rett Bullard, Witt Cox, and Benjie Morillo, and staff members Joan Furlong and Julie Bachety.

### 3 MEMBERS NOT IN ATTENDANCE

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Kimberly McFann

### 4 APPROVAL OF MINUTES

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Mr. Morillo made a motion, seconded by Mr. Cox, to approve the minutes as submitted. The motion passed unanimously.

### 5 OLD BUSINESS

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**EXPRESS OIL CHANGE & TIRE ENGINEERS - 238 Robert Smalls Parkway  
(PIN R122 028 00A 0467 0000)**

Construction of a quick-service oil change shop with parking, landscaping, and utilities.

Joan Furlong presented the staff report.

The Applicant, Bohler Engineering, presented the project.

Chairman Bullard asked for public comment; there was none.

Board comments included extending the landscape buffer facing Robert Smalls and minor roof revisions, as provided in a sketch by Mr. Morillo.

**A motion was made by Mr. Morillo, seconded by Mr. Cox, to grant final approval to the application with the condition that the buffer landscaping and roof revision be added and reviewed by staff. The motion passed unanimously.**

## 6 NEW BUSINESS

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### 104 Factory Creek - (PIN R123 015 0000 0785 0000) - New Construction

Joan Furlong presented the staff report, stating that the applicant is requesting approval to construct a new single-family house in the Lady's Island Marina Village LPUD.

The Applicant, Jason Price from Live Oak Builders, presented his project.

Chairman Bullard asked for public comment; there was none.

Board comments included review of the building elevations and recommended that brick wrap around the corners. The applicant agreed to make the change.

The Board also asked about grading and drainage. Mr. Price stated that the only fill would be within the building footprint to raise the elevation of the garage floor, and that the natural grade sloping down to the river would be maintained.

**Mr. Morillo, made a motion, seconded by Mr. Cox, to approve the residence pending staff's approval of the Board's comments made today. The motion passed unanimously.**

## 7 DISCUSSION

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Board Rules and Procedures - Joan Furlong advised the Board that the Board Rules and Procedures had been revised to reflect the minor changes requested by the Board and that hard copies would be provided at the next Board meeting.

The DRB checklist was discussed. A motion was made by Rett Bullard to temporarily reinstate the old checklist until a new checklist could be developed by the Board in conjunction with staff. The motion was seconded by Benjie Morillo and passed unanimously.

Joan Furlong introduced historic preservation and architectural review consultant Jeremy Tate of Meadors, Inc. to the Board. Mr. Tate provided his background and the support that Meadors, Inc. would provide to the HRB and DRB vis a vis historic preservation and architectural design review.

## 8 ADJOURNMENT

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Mr. Morillo made a motion, seconded by Mr. Cox, to adjourn the meeting. The motion passed unanimously.

The meeting ended at 2:25 p.m.

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Chair

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Date of approval