

**Architectural Review Board Meeting
JULY 2, 2019 3:30 PM
MINUTES**

MEMBERS PRESENT: Ed Johnson, Georgene Brazer, Courtney Ainsworth, Shannon Baughman, Jon Seagraves

COUNCIL PRESENT: None

STAFF PRESENT: Scott Allison, Randy Dykes, Amanda Styer

GUEST PRESENT: Bobbie Stephens, Shannon Bowman

APPROVAL OF MINUTES:

1. Approval/Disapproval of the meeting minutes from the April 2, 2019 ARB meeting. Shannon Baughman made a motion to approve the minutes from the April 2, 2019 ARB meeting; motion seconded by Courtney Ainsworth and carried by all.

SIGN REVIEW:

1. Approval/Disapproval of the building sign for Great Clips to be located at 13100 Hwy 144, Suite 150.

Assistant City Manager Scott Allison explained it will be the same type of sign as the one Great Clips installed at their other location near Kroger. He added the sign will be a channel letter sign with a backer board which is similar to the other signs in the shopping center.

Ed Johnson asked if the sign will be centered and Bobbie Stephens replied yes, it will be centered top and bottom and side to side above the unit space.

Courtney Ainsworth made a motion to approve the building sign for Great Clips to be located at 13100 Hwy 144, Suite 150; motion seconded by Shannon Baughman and carried by all.

2. Approval/Disapproval of the freestanding sign for the Richmond Hill History Museum to be located at 11460 Ford Avenue.

Georgene Brazer recused herself, due to being a member of the Richmond Hill Historical Society Board.

Ed Johnson asked if the museum would be removing the current freestanding sign and Mr. Allison replied yes.

Mr. Allison explained the new sign would be located on the corner of Timber Trail and Highway 144, on an angle. He added that the sign design is similar to the City signage that was recently installed.

Courtney Ainsworth made a motion to approve the freestanding sign, as submitted, for the Richmond Hill History Museum to be located at 11460 Ford Avenue; motion seconded by Shannon Baughman and carried by Jon Seagraves and Ed Johnson.

BUILDING ELEVATIONS REVIEW:

1. Approval/Disapproval of the building elevations for Express Oil Change & Tire Engineers to be located at 9665 Ford Avenue.

Mr. Allison explained the building elevations meet the requirements of the Gateway Overlay District, as the plan shows the use of a brick in our color palette, a dark green metal roof, and Hardie siding as an accent.

Courtney Ainsworth made a motion to approve the building elevations for Express Oil Change & Tire Engineers to be located at 9665 Ford Avenue; motion seconded by Shannon Baughman and carried by all.

RECOMMENDATION TO PLANNING COMMISSION:

1. Recommendation on the site plan for Express Oil Change & Tire Engineers to be located at 9665 Ford Avenue.

Mr. Allison stated there is a large oak tree on the property that the engineer on the project has worked hard to keep. He explained they will use two curb cuts off Kroger Drive. Mr. Allison ended by stating the site plan and landscape plan meets ordinance requirements.

Shannon Baughman made a motion to recommend approval of the site plan for Express Oil Change & Tire Engineers to be located at 9665 Ford Avenue; motion seconded by Courtney Ainsworth and carried by all.

2. Recommendation on the conditional use permit for Express Oil Change & Tire Engineers to be located at 9665 Ford Avenue.

Mr. Allison explained the applicant meets all specific conditions listed in the ordinance for this use.

Georgene Brazer made a motion to recommend approval of the conditional use permit for Express Oil Change & Tire Engineers to be located at 9665 Ford Avenue; motion seconded by Shannon Baughman and carried by all.

Courtney Ainsworth made a motion to close the meeting; motion seconded by Shannon Baughman and carried by all.

With nothing further, the meeting closed at 4:02 pm.

Respectively submitted by,

A handwritten signature in blue ink, appearing to read 'A. Styer', is written over the printed name.

Amanda Styer
Zoning Administrator