



**MINUTES
CITY OF HARTSVILLE
ARCHITECTURAL REVIEW BOARD MEETING
WEDNESDAY, JULY 17, 2020 5:15PM
CITY COUNCIL CHAMBERS - 100 EAST CAROLINA AVENUE**

PURSUANT TO CITY OF HARTSVILLE EMERGENCY ORDINANCE 4397, DURING THE COVID-19 (CORONAVIRUS) PANDEMIC, COUNCIL CHAMBERS MAY BE OPEN, MAINTAINING SOCIAL DISTANCING, AND FOLLOWING DHEC AND CDC GUIDELINES. PURSUANT TO RESOLUTION 06-20-05 FACE COVERINGS ARE ENCOURAGED.

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON FRIDAY, JULY 10, 2020 AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE AND ON HARTSVILLESC.GOV.

Members present: Chairman Marci Tuten, Vice Chairman Albert Wingfield, Andy Newsom, Deborah Gandy, David Leeth, Patrick Rogers and George Walden. **Guest:** Sonya Teal, Brad Teal, Abbey Baker, Orville Dyce and Jamie Dyce. **Staff:** Brenda Kelley, Suzy Moyd, Shannon Munoz, Ex-officio Daniel Moore and Karine Thomas. **Press:** Absent.

Call to Order/Welcome

Marci Tuten called the meeting to order at 5:15pm.

Approval of Minutes

Motion made by Wingfield to approve the June 17, 2020 minutes as submitted; Second: Tuten; Carried: All in favor.

Introduction of New Members & Oath of Office

Marci Tuten introduced new members David Leeth and Patrick Rogers. Mr. Leeth and Mr. Rogers then took the oath of office.

Election of Officers

Deborah Gandy nominated Marci Tuten Chairman; Second: Walden; Carried: All in favor.
Deborah Gandy nominated Albert Wingfield Vice Chairman; Seconded: Walden; Carried: All in favor.

Discussion and Decision on Meeting Dates, Times and Locations

Vice Chairman Wingfield made a motion to continue meeting on the third Wednesday of each month at 5:15 in Council Chambers at City Hall; Second: Walden; Carried: All in favor.

New Business

Applications

Southern Sercie – 104 E. College Ave. – wall-mounted sign, paint, façade repair

Abbey Baker was present to participate in the discussion regarding the application. Ms. Baker made a request to place a 4' x 6' metal sign with raised letters centered above the front display building, change the paint color on the building exterior to Valspar Bayside (5006-10A) with white trim, and replace trim boards due to rotting wood. Wingfield made a motion to approve the wall-mounted sign, paint, and façade repair as submitted; Second: L; Carried: All in favor.

The Sweet Shoppe – 108 E. College Ave. – wall mounted sign, paint, replace rear door

Sonya Teal was present to participate in the discussion regarding the application. Mrs. Teal made a request to place a 12.5 square foot sign above the front entrance door, and change the paint color on the building exterior to Valspar Golden Yellow (3007-1B) with Valspar Bayside (5006-10A) trim. Wingfield made a motion to approve the requests as submitted; Second: Walden. Carried: All in favor. Ms. Teal then presented a request to replace the rear door with a metal door. Wingfield made a motion to approve the door as submitted; Second: Walden. Carried: All in favor.

Main Street Update

Several events cancelled
Little Miss South Carolina in downtown
15,000 masks distributed

New Orientation and Continuing Education Training

South Carolina Local Government Planning Enabling Act established mandatory training requirements for all appointees and staff involved with local planning and zoning. Members of the board must complete an initial six-hour orientation training followed by at least three hours of continuing education each year to comply with state law. In the past, members were required to attend a class that was proctored or facilitated. Because of COVID-19, the Municipal Association has the approval of the South Carolina Planning Education Advisory Committee to provide this mandatory training online so that each person can do his/her training individually without a proctor or facilitator.

Staff Brenda Kelley asked the members to complete the online training and provide certificates of completion by Wednesday, August 19, 2020.

Adjournment

Vice Chairman Wingfield made a motion to adjourn at 5:35p.m. Second: Gandy. The next meeting is scheduled for Wednesday, August 19, 2020 at 5:15PM.

Signature
