

Design Review Board Retreat 2019
Charleston Aquarium
September 27, 2019

AGENDA

8:30 – 9:00 Arrival / light breakfast

9:00 – 9:30 Welcome and introduction – Jacob Lindsey

- West Ashley Redevelopment Overlay Ordinance
- Review PUDS and DRB limitations

9:30 – 11:00 Board meetings / Legal/Regulatory Issues

- Thank you to John Tarkany/Welcome Erin Stevens
- Role of the DRB.
- Board members should review the Ordinance for refresher.
- Staff plans to develop "Principles" similar to BAR.
- Review meeting protocol:
 - ♦ Time limit and using a timer.
 - ♦ Questions from the Board/staff.
 - ♦ Total "Public Comment" should equal applicant time.
 - ♦ Board discussion.
 - ♦ Applicant clarification of factual inaccuracies.
 - ♦ Specificity and detail of Board motions. Written out and concise.
 - ♦ Exhaust discussion before a Motion.
 - ♦ Vocalize your vote for recording
 - ♦ Motion read back accurately by chair.
- Approval vs. deferral vs. denial.
- Attendance log / prompt reply to staff emails.
- Review projects in advance of meetings.
- Recusals.
- Contact with applicants/public.
- Quorum outside of meetings.
- Role of Preservation Groups / Neighborhoods
- Should be electing chair/vice chair each year.

11:00-11:15 Break

11:15-12:45 Review Board Policy Statements: (Possible changes or additions to existing policies):

Existing DRB Policy Statements:

- Lighting
- Signs
- Windows
- Mock-up panels

Potential Additional Policy Statements:

- Artificial Turf- if permitted and where might it be acceptable? (Review samples)
- E.I.F.S. - if permitted and where?
- Low Wall and Landscape Screening - at car dealerships/parking lots.
- Hardscape/Specialty Pavers/Permeable - Larger projects only?
- Screening of Utilities - Electric/gas meters, water heaters, satellite dishes etc.
- Synthetic Materials
- Trash Enclosures Standards
- Others?

12:45-1:30 Lunch and review of Powerpoint of completed projects

1:30-2:00 Administrative Issues:

- Upcoming Ordinance changes:
 - ♦ Agenda limit to 10.
 - ♦ Start time. We will move to 4:30.
 - ♦ Alternates.
- DRB Manuals forthcoming.
- Continuing Ed requirements.

2:00-3:00 Other topics brought up by the Board members

- Split motions.
- Can DRB require sidewalks adjacent to a project, even if the work would fall within the SCDOT ROW? (TRC does not always enforce).
- Public involvement (ie with neighbors and/or neighborhood associations) Can we require or just strongly encourage applicants to contact neighbors?
- Discussion of Zoning staff input on the 55' max height limit that lets DRB increase this height limit. Clarification of Bee's Ferry Assisted Living project. (See Staff Comments from 3/18/19 meeting).
- Can we develop a list of prior approved recommendations, or projects that DRB can apply to each project?

3:00 Wrap up