

**ARCHITECTURAL REVIEW BOARD
OCTOBER 16,2025 2:30 P.M.
MEETING MINUTES**

ARB MEMBERS PRESENT: Jack Giddens, Georgene Brazer, Carrol Ann Coleman

STAFF PRESENT: Brian Crooks, Director of P &Z, Amanda Styer, Asst. director of Planning & Zoning, Lyndsey Goodman, Planning Technician

GUESTS PRESENT: Tiffany Jackson, Ryan Claus, Natasha Glenn, Olivia Viera, Shawn Downey, Thomas Monaco, Kyle Zellar, Lennon Godoy, Savelly Perez

1) CALL TO ORDER – Jack Giddens called the ARB meeting to order at 2:30 P.M.

2) APPROVAL OF THE OCTOBER 16, 2025 AGENDA- Carrol Ann Coleman made a motion to approve the October 16th agenda, which was seconded by Georgene Brazer and carried by all.

3) APPROVAL OF THE AUGUST 28, 2025 MEETING MINUTES- Carrol Ann Coleman made a motion to approve the minutes from the August 28, 2025 meeting, which was seconded by Georgene Brazer and carried by all.

4) BUILDING ELEVATIONS:

- a) Approval/disapproval of the exterior paint changes for Torch'd, to be located at 4110 Hwy 17 – Jack Giddens asked the applicant if they planned to use Direct to Metal paint for the roof paint application, to which they responded that they would be using paint appropriate to the material. Applicant asked to table the motion until they could make a decision on final color selections, as they were not aware the brick would need to be painted if they painted the bottom panels of the structure, **Carrol Ann Coleman made a motion to table until the November meeting, which was seconded by Georgene Brazer and carried by all.**
- b) Approval/disapproval of the exterior paint changes for Publix Super Markets, located at 12800 Hwy 144. Director Crooks stated that the “Tea Leaf” paint color was too dark to be considered an accent, and that the brick would also have to be repainted to bring it up to the overlay standard since it is a dark red brick. After some brief discussion regarding the necessity to paint the brick, when making the proposed changes, the Publix team also asked to be tabled until the next ARB Meeting. **Georgene Brazer made a motion to table the item until the November ARB meeting, which was seconded by Carrol Ann Coleman and carried by all.**
- c) Approval/disapproval of the exterior building elevations for AutoZone, to be located on a Publix outparcel, map & parcel #054-114. Director Crooks pointed out the need to have at least an 8-lite window to meet the overlay standards, at least 50% clapboard siding, and the reddish colored brick would not be allowed. There was some brief discussion with

AutoZone's representative regarding the building's placement in relation to road frontage. **Jack Giddens made a motion to approve the exterior building elevation for AutoZone with conditions:**

- 1. Savannah Gray brick be used in entirety**
- 2. The Windows be changed to the 8-lite minimum requirements**

- d) Approval/disapproval of the exterior building elevations for Parker's #26, to be located at 11416 Ford Ave.

There was some brief discussion regarding the renderings, Brian Crooks stated that all color selections would be approved in the overlay, They need to bring the amount of clapboard siding to 75%, He noted that the ARB needed to review and approve the roof pitch, and also have the applicant confirm that all mechanicals would be screened from view, their windows do not meet the minimum lite requirement. Tiffany Jackson came forward to represent Parkers, she stated that the Parapet walls have been raised to solve the issue of screening the mechanicals from view, she also stated that they are willing to add vertical mullions to provide the separation needed to meet the minimum 8 lite requirement.

Carrol Ann Coleman made a motion to approve with conditions:

- 1. The Parapet walls are raised to screen all mechanical equipment from view**
- 2. The windows meet the minimum lite requirement (4 x 2)**

***We reminded Tiffany that we have yet to receive their sign design application for this location, and that if they would be utilizing new signage, it would need to come back before the ARB for approval.**

- e) Approval/disapproval of the exterior building elevations for The Way Station Food Pantry, to be located at 55 Buford Cook Drive.

Carrol Ann Coleman made a motion to approve the building elevations for The Way Station Food Pantry as submitted, which was seconded by Georgene Brazer and carried by all.

5) SIGNAGE:

- a) Approval/disapproval of the building sign for Richmond Hill Karate, located at 2453 U.S. Highway 17, Suite G.

Amanda Styer explained that this sign was recently approved, but when installed it did not match the approved placement. The applicant wanted to know if it could be approved as installed, The Board stated that the sign would need to be installed as approved, or the applicant would have to seek approval for an entirely new design, The current placement would not ever be approved.

- b) Approval/disapproval of the building sign for Torch'd, to be located at 4110 Hwy 17.

There was some brief discussion with the applicant regarding the color of the raceway the sign would be mounted on, Georgene Brazer suggested that making a full black backerboard would make the sign pop from the road. **Carrol Ann Coleman made a motion to approve the sign as submitted, which was seconded by Georgene Brazer and carried by all.**

- c) Approval/disapproval of the freestanding signs for Publix Super Markets, located at 12800 Hwy 144. (This project applicant previously asked to table their project as a whole during the agenda item 4b discussion)

Carrol Ann Coleman made a motion to amend the agenda to substitute agenda item 5d, in place of 5c and revisit it later, which was seconded by Georgene Brazer and carried by all.

- d) Approval/disapproval of the building and freestanding signage for AutoZone, to be located on a Publix outparcel, map & parcel #054-114. Amanda Styer stated that the signage represented in their building elevations showed two building signs, but that the location

only has one street frontage, and therefore they would need to decide which building sign they would like to keep. **Carrol Ann Coleman made a motion to approve one building sign with the condition that the monument sign use the same colors that eventually get approved for the Publix Shopping Center renovations (which will be discussed and finalized at the November 20, 2025 meeting)** Carrol Ann Coleman made a motion to table the Publix signage, which was seconded by Georgene Brazer and carried by all.

Carrol Ann Coleman, at the behest of the applicant, made a motion to reopen item 4a for consideration, which was seconded by Georgene Brazer and carried by all.

Lennon Godoy came back to the podium to speak on behalf of Torch'd. There was brief discussion about what colors would be allowed, and the applicant wished to get a determination based on the use of an approved color. **Carrol Ann Coleman made a motion to approve the exterior elevation changes to include the black roof, as submitted in color black magic, and the body of the building to utilize one of the colors as approved in the UDO. The applicant will submit their color selection to Director Crooks and the planning team to confirm approval prior to commencing any painting other than the metal roof.**

6) OTHER ITEMS FOR DISCUSSION

7) ADJOURNMENT Carrol Ann Coleman made a motion to adjourn, which was seconded by Georgene Brazer and carried by all. The meeting was adjourned at 4:52 PM.