

**ARCHITECTURAL REVIEW BOARD**  
**NOVEMBER 20, 2025 2:30 PM**  
**MEETING MINUTES**

**ARB MEMBERS PRESENT:** Georgene Brazer, Carrol Ann Coleman & Jennifer Sheahan

**STAFF PRESENT:** P & Z Director Brian Crooks, Asst. Director Amanda Styer, Lyndsey Goodman

**GUESTS PRESENT:** Michael Bean Olivia Viera, Natasha Glenn, Robert Portman

- 1) **CALL TO ORDER:** The meeting was called to order at 2:30 P.M by Vice Chair Sheahan
- 2) **APPROVAL OF THE NOVEMBER 20, 2025 AGENDA** Georgene Brazer made a motion to approve, which was seconded by Carrol Ann Coleman and carried by all.
- 3) **APPROVAL OF THE OCTOBER 16, 2025 MEETING MINUTES** Georgene Brazer made a motion to approve, which was seconded by Carrol Ann Coleman and carried by all
- 4) **BUILDING ELEVATIONS:**
  - a) Approval/disapproval of the exterior paint changes for Publix Super Markets, located at 12800 Hwy 144.

Representatives from Publix (O Viera, N Glenn) came forward, answered a few brief questions about the A2 Palette and timeline. **Carrol Ann Coleman made a motion to approve the exterior paint colors, as presented in Palette A2, which was seconded by Georgene Brazer and carried by all.**
  - b) Approval/disapproval of the building elevations for the new Hupman Group commercial building, to be located at 2235 Hwy 17.

Robert Portman & Jeff Hupman came forward to go over the elevations, they briefly discussed the location of the property, how it is accessed off of Hwy 17, Mr. Portman requested the ability to forego the full wrapping of the building with Hardie Siding, This is due to the added cost of Hardie and the fact that the rear of the building is not visible from the road, and will not ever be, due to the city pump station located behind the parcel. He stated that the metal panels they plan to use will be painted the same color as the Hardie siding for a seamless look.  
**Carrol Ann Coleman made a motion to approve the building elevations, with the approval to use painted metal panels on the rear of the building, The motion was seconded by Georgene Brazer and carried by all.**
- 5) **SIGNAGE:**
  - a) Approval/disapproval of the freestanding signs for Publix Super Markets, located at 12800 Hwy 144.

**Carrol Ann Coleman made a motion to approve the sign, with the use of the A2 Palette, as provided by Publix. Asking that they send an updated rendering to**

- reflect the A2 Palette used on the signs. Georgene Brazer seconded the motion, which was carried by all.**
- b) Approval/disapproval of the building sign for Durden Designs, to be located at 10104 Ford Avenue.  
Michael Bean came forward to represent the sign project. He briefly described the sign and how it met the UDO requirements, also stated that the new sign would be centered over their two combined suites. **Carrol Ann Coleman made a motion to approve the sign as submitted, the motion was seconded by Georgene Brazer and carried by all.**
- c) Approval/disapproval of the building sign for HotWorx, to be located at 60 Exchange St., Suites A3 & A4.  
**Carrol Ann Coleman made a motion to approve the sign as submitted, the motion was seconded by Georgene Brazer and carried by all.**
- d) Approval/disapproval of the freestanding sign for Southern Shores Family Care, to be located at 2658 Hwy 17.  
Asst. Director Styer briefly described the location, sign placement and scale, which all meet UDO requirements, Michael Bean came forward to speak on behalf of the project. Mr. Bean presented a base material that looked to be made of fully stacked oyster shells, very unfinished and rough. The ARB members asked if this type of material was able to be approved. Asst. Director Styer stated that “tabby” is an allowed material, and this was stated to be a tabby material. There was discussion about the lack of tabby on the medical office building, asking why this was only being utilized for the sign, to which Mr. Bean stated that they wanted the coastal feel to go along with the name of the practice and that it was the owner’s preference. Mrs. Brazer asked that they use a more traditional base material, whether it be a traditional tabby, or savannah gray brick.  
**Georgene Brazer made a motion to approve the top portion of the sign, using option “b”, with a chance to re-address the base materials at the next ARB meeting, which was seconded by Carrol Ann Coleman and carried by all.**

**OTHER ITEMS FOR DISCUSSION:** None

**ADJOURNMENT:** Mrs. Brazer made a motion to adjourn, which was seconded by Carrol Ann Coleman and carried by all. The meeting adjourned at 3:25 P.M