

**SOUTHERN BEAUFORT COUNTY
CORRIDOR REVIEW BOARD MINUTES
March 3, 2008**

Members Present:

Martha Crapse
Joe Hall
Jake Lee
Paul Roth
Steve Wilson

Members Absent:

John Thomas
Jim Tiller

Staff Present: Judy Nash Timmer, Development Review Planner

- I. Call to Order:** Chairman Wilson called the meeting to order at 2:30 p.m.
- II. General Public Comment:** There was no public comment.
- III. Review of February 4, 2008 minutes:** Joe Hall motioned for approval as submitted. Martha Crapse seconded. The motion was approved unanimously.
- IV. Old Business: None**
- V. New Business: None**
- VI. Other Business:**

Officer Election: Martha nominated Steve Wilson as Chairman. Paul Roth seconded. Chairman Wilson opened the floor for discussion. Jake Lee recommended the existing chair and vice chair continues to serve if agreeable with the individuals. Ms. Crapse amended the motion to note this. Mr. Roth seconded. The motion was approved unanimously.

The Board discussed the following items presented by staff and suggested by members Jake Lee, John Thomas and Jim Tiller:

1. The review process should be three steps: conceptual, preliminary and final.
2. Jim recommended that hand drawn plans be accepted at conceptual reviews.
3. Final review must be a complete package with no hand drawings.
4. Grading should be presented at conceptual.
5. CRB should review and approve the sign program for new developments.
6. Consider developing a list of consultants approved to submit for CRB and DRT.

Jake Lee suggested the following changes and the board agreed:

1. Hand drawings should be allowed at any review stage if the drawings submitted with the appropriate level of detailing.
2. CRB should look at the plans prior to DRT review.
3. CRB sign review should be for multi tenant development and franchises.

VII. Adjournment: The meeting adjourned at 3:15 p.m.