The regular monthly meeting of the Horry County Board of Architectural Review was held on December 29, 1987 at 7:30 p. m. in the Conference Room of the Horry County Planning Commission. Members present were: Chairman Steve Usry, Mr. Gregg Martin, and Mrs. Ruth Bell. Members absent were: Mr. Joshua Vaught, Mr. Joel Carter, Mrs. Jane Charles, and Mr. William Long. Ex-Officio members McLeod and Helms were absent. Planning Commission staff present were Susan H. Dupree, Grants and Special Projects Coordinator and Sharon Richardson, Deputy Director of Planning.

The meeting was called to order at 7:30 p. m. by Chairman Usry.

Since there was no quorum, Chairman Usry advised that no action would be taken and all information would be received as information only.

Chairman Usry gave the members an update of activities since the last meeting. He stated that he felt that the Public Hearing on the Vereen Memorial Historical Gardens was held on December 2, 1987. His interpretation of the results of the hearing were that when the people left, they felt good; however, one of the members of the Vereen Memorial Gardens Committee had opened the hearing with negative comments with regard to the Preliminary Conceptual Site Plan which was used as a talking tool. Discussion centered around comments, both negative and positive, received during the hearing.

Chairman Usry further reported of the visit by representatives of PRT along with Ms. Dupree, Ms. Richardson, and Mr. Danny Knight on December 18, 1987. He stated that PRT had advised that another hearing would need to be held with PRT providing a written narrative evaluation of the property with regard to the proposed park at the hearing. The hearing has not yet been scheduled.

Under Old Business, Gregg Martin advised that he and Ms. Dupree had not completed the By-Laws; however, a meeting had been scheduled for January 14, 1987 and they would have them complete by the next meeting.

Chairman Usry reported that the Certification Agreement for Horry County to become a Certified Local Government had been received and that Horry County was the first county in the State to become certified.

Ms. Dupree reported that she had completed the grant application for the survey money. She further stated that it only needs to signature of Chairman McLeod and that it would be forwarded to Columbia after that signature was secured.

It was determined to hold the January meeting in conjunction with the next Public Hearing on the Vereen Memorial Historical Gardens.

There being no further business, the meeting adjourned at 8:30 p. m.

Horry County Board of Architectural Review

November 24, 1987

Agenda

Call to Order

Approval of Minutes

Committee Reports

Old Business

- Update on CLG Status
- By-Laws

New Business

- Public Hearing on Vereen Memorial Historical
- Resolution - PRT Grant
- December Meeting Date
- Red Barn - Galivants Ferry

Adjournment

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The regular monthly meeting of the Horry County Board of Architectural Review was held on November 24, 1987 at 7:30 p. m. in the Conference Room of the Horry County Planning Commission. Members present were: Chairman Steve Usry, Mr. Joel Carter, Mrs. Ruth Bell, Mr. Gregg Martin, and Mr. William Long. Members absent were: Mr. Joshua Vaught and Mrs. Jane Charles. Ex-Officio members absent were: Mr. Laurie A. McLeod and Mr. Donald Helms. Planning Commission staff present was Sharon Richardson, Deputy Director of Planning.

The meeting was called to order at 7:34 p. m. by Chairman Usry. Chairman Usry recognized Mrs. Ruth Bell as a new member replacing Mr. Singleton Bailey.

The minutes of the last meeting were approved upon a motion by Mr. Long, seconded by Mr. Martin.

Chairman Usry provided an overview of the Vereen Memorial Historical Gardens Committee efforts with regard to maintenance of the Gardens and his appearance before Horry County Council to obtain matching funds for the Gardens. Mr. Usry also updated the members with regard to the same appearance before County Council in which the Horry County Board of Architectural Review requested $9,000 in matching funds to provide for a survey of Horry County, which is the next step in becoming certified as a local government. Horry County Council approved both requests.

Upon motion by Mr. Carter, seconded by Mr. Long, Ms. Dupree was authorized to proceed with the grant application for the survey money.

Ms. Richardson advised the members that a Public Hearing on the Vereen Memorial Historical Gardens application for a PRT grant was to be held on December 2, 1987. The members resolved to support the submission of a grant application with the South Carolina Department of Parks, Recreation and Tourism. Further, upon motion by Mr. Carter and seconded by Mr. Gregg Martin, Chairman Usry will make a statement of support during the Public Hearing for the Horry County Board of Architectural Review.

The December meeting date was determined to be December 29, 1987 at 7:30 p. m.

Ms. Richardson reviewed an application for the Red Barn in Galivants Ferry to be placed on the National Register of Historic Places. Prior to the Horry County Board of Architectural Review being appointed, Horry County Council accepted the request from the property owner to proceed with requesting that the property be submitted to the South Carolina Department of Archives and History. A request was made of the staff to provide the property owner the necessary application forms. The property owner was providing the completed application to be returned to Columbia. If the Horry County Board of Architectural Review had been appointed at the time the request was made, the Board would have acted instead of Council. Mr. Usry requested that any future requests be provided with the notice of meeting. Upon motion by Mr. Greg Martin, seconded by Mr. Long, the Horry County Board of Architectural Review endorsed the actions of Horry County Council and staff.

There being no further business, the meeting adjourned at 8:37 p. m. Motion was made by Mr. Carter and seconded by Mr. Long.

PLANNING COMMISSION
P.O. BOX 1236
CONWAY, S.C. 29526
(803) 248-6247
Ext. 213

September 29, 1987

MEMORANDUM TO: Members, Board of Architectural Review

FROM: Susan H. Dupree, Grants & Special Projects Coordinator

SUBJECT: Organizational Meeting of the Board of Architectural Review to be held on October 6, 1987 at 6:00 p. m., Horry County Planning Commission Meeting Room, corner of 2nd and Laurel Street, Conway, South Carolina

An organizational meeting of the members of the Horry County Board of Architectural Review will be held in the meeting room of the Horry County Planning Commission on October 6, 1987 at 6:00 p. m. Representatives of the South Carolina Department of Archives and History will be here to discuss the purpose of an Historic Preservation Ordinance and the roles you as appointed members will play. Since this notice is late in getting out, please contact me or Jeannette at 248-6247 or 448-2486, Extension 211 to advise us if you will be able to attend. It is important that you notify us by Friday, October 2, 1987 so that we can reschedule the meeting if the majority of the members appointed will be unable to attend.

The purpose of the meeting will be to receive the information provided by the South Carolina Department of Archives and History, to determine a regularly scheduled meeting date, to determine whether the members are prepared to elect officers or whether they prefer to use a Nominating Committee, and to answer any questions that the members may have concerning their appointment.

Attached is a resume form that must be forwarded to the South Carolina Department of Archives and History. I have contacted most of you by telephone regarding the submission of this information; however, please review the form to determine what information you would like to provide under Demonstrated interest in historic preservation.

Minutes

The first organizational meeting of the Horry County Board of Architectural Review was held on October 6, 1987, at 6 p. m. in the Conference Room of the Horry County Planning Commission. Members present were: Joel Carter, Mrs. Harry Charles, Mr. William Long, Mr. Steve Usry and Gregg Martin. Members absent were: Mr. Joshua Vaught and Mr. Singleton Bailey. Others present were Ms. Susan DuPree, Staff for the Horry County Board of Architectural Review and Ms. Nancy Merriweather of the South Carolina Department of Archives and History.

The meeting was called to order by Ms. DuPree. The members were asked if they were ready to elect officers or if they would prefer to use a Nominating Committee. The members preferred to use a Nominating Committee. Mr. Joel Carter volunteered to serve on the Nominating Committee and Ms. DuPree asked Mr. Gregg Martin to serve along with Mr. Carter.

Resume forms were filled out to be forwarded along with the certified Local Government (CLD) application by the members. The members requested that a copy of each form be mailed to the other members with a notice of the next meeting.

The regularly scheduled meeting date was set for the fourth Tuesday of each month at 7:30 p. m.

Ms. DuPree turned the meeting over to Ms. Merriweather. Ms. Merriweather stated that she was very excited about the progress that Horry County had made in becoming a Certified Local Government. Ms. Merriweather reviewed

the history of the Historic Preservation Act; CLG requirements, federal and state involvement and the tax incentive programs. She also provided handouts which will be mailed to the members absent. A brief question and answer period followed Ms. Merriweather's presentation.

Ms. DuPree was requested to provide samples of By-Laws to the members prior to the next meeting.

The meeting was adjourned at 8:20 p. m.

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PLANNING COMMISSION
P.O. BOX 1236
CONWAY, S.C. 29526
(803) 248-6247
Ext. 213

December 14, 1987

MEMO TO: M. L. Love, Jr., County Administrator

FROM: Susan H. Dupree, Recording Secretary for Horry County BAR

SUBJECT: Horry County Board of Architectural Review
Regular Meeting of October 27, 1987

Attached please find a copy of the minutes of the Horry County Board of Architectural Review for their meeting of October 27, 1987.

MINUTES

The regular monthly meeting of the Horry County Board of Architectural Review was held on October 27, 1987 at 7:30 p. m. in the Conference Room of the Horry County Planning Commission. Members present were: Mr. Joel Carter, Mrs. Harry Charles, Mr. William Long, Mr. Steve Usry, and Mr. Gregg Martin. Members absent were: Mr. Singleton Bailey and Mr. Joshua Vaught. Ex-officio members absent were: Mr. Laurie McLeod and Mr. Donald Helms. The two Ex-Officio members were not present at this meeting as it was a meeting primarily to elect officers. Others present included: Ms. Susan H. Dupree, Grants and Special Projects Coordinator and Ms. Sharon Richardson, Deputy Director of Planning.

The meeting was called to order by Ms. Dupree. Mr. Joel Carter of the Nominating Committee presented the slate of officers recommended. Mr. Carter recommended Mr. Steve Usry as Chairman, Mrs. Charles as Vice-Chairman, and to utilize Ms. Dupree as Secretary as a non-voting member. Upon a motion by Mr. Martin, seconded by Mr. Long, the slate of officers presented by Mr. Carter was approved.

The newly elected Chairman Usry took charge of the meeting. Mr. Usry appointed Mr. Greg Martin to work with Ms. Dupree to develop By-Laws for the Board in accordance with the Ordinance. Mr. Usry requested that the proposed By-Laws be mailed prior to the next meeting so that the members would have an opportunity to review them.

Mr. Usry requested the pleasure of the Board with regard to the minutes of the last meeting. Motion was made by Mr. Long, seconded by Mr. Carter. All in favor.

Mr. Usry then called upon Ms. Dupree to discuss the relationship of the Vereen Memorial Gardens Committee and the Horry County Board of Architectural Review. Ms. Dupree explained that the Vereen Memorial Gardens had been donated to the Horry County Historic Preservation Commission by Mr. Jackson Vereen. The Horry County Historic Preservation has been dissolved by Ordinance of County Council with the Vereen Memorial Gardens Committee being named as the appropriate body to maintain the Gardens. She stated that the Horry County Board of Architectural Review was responsible as outlined in the Ordinance creating the Horry County Board of Architectural Review to accept and administer on behalf of Horry County any property or full or partial interest in real property, including easements, that the County may have or accept as a gift or otherwise. Since Horry County had the property of the Vereen Memorial Historic Gardens, the Horry County Board of Architectural Review would be responsible for administering the property.

With the discussion of the interaction of the Vereen Memorial Gardens Committee and the Board of Architectural Review, Mr. Carter moved that the By-Laws incorporate the relationship of the two committees in the By-Laws. Upon discussion, Mr. Carter amended his motion to accept and acknowledge the Vereen Memorial Garden's Committee as a sub-committee of the Horry County Board of Architectural Review. All in favor.

Mr. Usry directed Ms. Dupree to obtain a letter from either Mr. McLeod or Mr. Love verifying that it was the intent of Council for the Committee to serve as a sub-committee of the Board.

Mr. Carter recommended that a news release be issued on officers elected and the purpose of the Horry County Board of Architectural Review.

Mr. Usry requested the pleasure of the Board with regard to requesting matching funds from Council for performance of a survey to complete the requirements to achieve Certified Local Government Status. Mr. Carter moved that Mr. Usry request matching from Council as soon as Mr. Usry could get an appointment from Council. Mrs. Charles

seconded the motion. All in favor.

There being no further business, Mrs. Charles moved the meeting be adjourned. Mr. Carter seconded the motion. All in favor. The meeting was adjourned at approximately 9:10 p. m.

Respectfully submitted,

Susan H Dupree

Susan H. Dupree, Recording Secretary

FOR IMMEDIATE RELEASE:

The Horry County Board of Architectural Review met on October 27, 1987 for the purpose of electing officers. Elected were: Mr. Steve Usry as Chairman and Mrs. Jane Charles as Vice-Chairman. Other members of the Horry County Board of Architectural Review are: Mr. Gregg Martin, Mr. Joshua Vaught, Mr. Joel Carter Mr. William Long, and Mrs. Ruth Bell. Non-voting members include: Laurie A. McLeod, County Council Chairman and Mr. Donald W. Helms, Chairman of the Horry County Planning Commission.

Horry County Council, through adoption of the Historic Preservation Ordinance, created the Horry County Board of Architectural Review to provide for the preservation and protection of historically significant structures; to preserve the cultural and historical heritage of Horry County; and to supervise Horry County's formal participation in the national historic preservation program. Incorporated cities, towns, counties, or any other general purpose political subdivision may become a Certified Local Government by adopting an ordinance which includes guidelines for historic preservation; appointing an active Board of Architectural Review; surveying historic properties; and providing for public participation in the local historic preservation program.

The Horry County Board of Architectural Review has selected the fourth Tuesday of each month as their normal meeting date. All meetings are open to the public and the public is encouraged to attend. Meetings will be held in the Burroughs School Administrative Center, Main Street, Conway, South Carolina.

FOR FURTHER INFORMATION CONTACT: Susan H. Dupree, Planning Dept. 248-1211

Steve Usry, Chairman, 449-5204

FOR IMMEDIATE RELEASE

The Horry County Board of Architectural Review met on October 27, 1987 for the purpose of electing officers. Elected were: Mr. Steve Usry as Chairman and Mrs. Jane Charles as Vice-Chairman. Other members of the Horry County Board of Architectural Review are: Mr. Gregg Martin, Mr. Joshua Vaught, Mr. Joel Carter, Mr. William Long, and Mrs. Ruth Bell. Non-voting members include: Laurie A. McLeod, County Council Chairman and Mr. Donald W. Helms, Horry County Planning Commission Chairman.

Horry County Council, through adoption of the Historic Preservation Ordinance, created the Horry County Board of Architectural Review to provide for the preservation and protection of historically significant structures; to preserve the cultural and historical heritage of Horry County; and to supervise Horry County's formal participation in the national historic preservation program. Incorporated cities, towns, counties, or any other general purpose political subdivision may become a Certified Local Government by adopting an ordinance which includes guidelines for historic preservation; appointing an active Board of Architectural Review; surveying historic properties; and providing for public participation in the local preservation process.

An owner of a property may request the Horry County Board of Architectural Review to designate his property as historic. The Board will also seek to systematically identify potential historic properties and adopt procedures to nominate them in groups based upon the following criteria of the National Register of Historic Places:

> The quality of significance in American history, architecture, archeology, engineering and culture present in districts, sites, buildings, structures, and objects that possess integrity of location, design, setting, materials, workmanship, feeling, and association, and: that are associated with events that have made a significant contribution to the broad patterns of our history;

> that are associated with the lives of persons significant in our past; that embody the distinctive characteristics of a type, period, or method of construction, or that represent the work of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction; or that have yielded, or may be likely to yield, information important in prehistory or history.

Properties normally not considered eligible for the National Register include: cemeteries, birthplaces, or graves of historical figures, properties owned by religious institutions or used for religious purposes, historic buildings, properties primarily commemorative in nature, and properties that have achieved significance within the past 50 years.

However, such properties will qualify if they are integral parts of districts that do meet the criteria or if they fall within the following categories: a religious property deriving primary significance from architectural or artistic distinction or historical importance; a building or structure removed from its original location but which is significant for architectural value or which is the surviving structure most importantly associated with a historic person or event; a birthplace or grave of a historical figure of outstanding importance if there is no other appropriate site or building directly associated with his productive life; a cemetery that derives its primary significance from graves of persons of transcendent importance, from age, from distinctive design features, or from association with historic events; a reconstructed building when accurately located in a suitable environment and presented in a dignified manner as part of a restoration master plan, and when no other building or structure with the same association has survived; a property primarily commemorative in intent if design, age, tradition, or symbolic value has invested it with its own historical significance; or a property achieving significance within the past 50 years if it of exceptional importance.

Once a property has been designated as historic, applications will be required for a Certificate of Appropriateness for all construction, reconstruction, relocation, alteration or demolition which would normally require a building permit or demolition permit or for any construction, reconstruction, relocation, alteration, or demolition not requiring a building permit which affects the exterior architectural appearance of a designated historic property or structure or of a property or structure located within a designated historic district. The Horry County Historic Guidelines will be the guide which the Horry County Board of Architectural Review will use to make the determination.

Two sites which are located within the unincorporated areas of Horry County appear on the National Register of Historic Places: Hebron Church and the Buck's Upper Mill Farm. Fourteen properties are included on the National Register of Historic Places are located in the City of Conway. They are: Old Horry County Courthouse, Burroughs School, H. W. Ambrose House, Beatty-Little House, Beatty-Spivey House, Arthur M. Burroughs House, Conway Methodist House (1898-1910 Sanctuaries, J. W. Holliday, Jr. House, Kingston Presbyterian Church Cemetery, C. P. Quattlebaum House, C. P. Quattlebaum Office, Paul Quattlebaum House, W. H. Winborne House, and the Waccamaw River Warehouse District delineated by 2nd Avenue, Waccamaw River, Main and Laurel Streets. Since the adoption of the Ordinance, the Red Barn at Galivants Ferry has been accepted as an historic property for local significance only. The Horry County Board of Architectural Review will determine whether to nominate the property to be placed on the National Register of Historic Places when a Preliminary Information sheet has been completed by the owner.

The Horry County Board of Architectural Review has selected the fourth Tuesday of each month as their normal meeting date. All meetings are open to the public and the public is encouraged to attend. Meetings will be held in the Burroughs School Administrative Center, Main Street, Conway, South Carolina.

FOR FURTHER INFORMATION CONTACT: Susan H. Dupree, Planning Dept., 248-1211

Steve Usry, Chairman, 449-5204

BY - LAWS
OF
HORRY COUNTY BOARD OF ARCHITECTURAL REVIEW

ARTICLE I: NAME

The name of this county agency is the Horry County Board of Architectural Review.

ARTICLE II: ORDINANCE AND STATUS OF HORRY COUNTY BOARD OF ARCHITECTURAL REVIEW

The Horry County Board of Architectural Review is an agency of Horry County Government as established by County Ordinance entitled Historic Preservation Ordinance, Number 9-87, and adopted on March 3, 1987. The County Ordinance and any amendments thereto shall be the Constitution or the Chartering document of the Horry County Board of Architectural Review and shall take precedence over the Board's By-Laws in the event there is any question or problem of interpretation.

The Horry County Board of Architectural Review is responsible for accepting and administering on behalf of the county property or full or partial interest in real property, including easements, that the county may have or accept as a gift or otherwise. The Vereen Memorial Historical Gardens Committee, established by County Ordinance 9-87, is responsible for maintenance of the Vereen Memorial Historical Garedens and shall serve as a standing sub-committee of the Horry County Board of Architectural Review.

ARTICLE III: PURPOSE

The purpose of the Horry County Board of Architectural Review shall be to:

Provide a mechanism to identify, protect, and preserve the distinctive historical and architectural characteristics of Horry County which represent the County's cultural, social, economic, political, and architectural history;

Foster civic pride in the beauty and accomplishments of the past as represented in Horry County's historic places;

Conserve and improve the value of property designated as historic structures or properties or within designated historic districts;

Protect and enhance the attractiveness of the County to residents, home buyers, tourists,

visitors, and shoppers, and thereby support and promote business, commerce, industry, and provide economic benefit to the county;

Foster and encourage preservation, restoration, rehabilitation of structures, areas, neighborhoods, and help to prevent blight; and,

Encourage new developments reflecting and compatible with the historic character of the County.

ARTICLE IV: GOAL

To declare a matter of public policy that the protection, enhancement, perpetuation, and use of improvements of special character or special historical interest or value is a public necessity and is required in the interest of the health, prosperity, safety and welfare of the people. To preserve significant buildings, land, areas, or districts having important historical, architectural, archaeological, or cultural interest and values that reflect the heritage of the County where unprecendented growth in population, economic functions, and land-use activities in the County have increasingly threatened to uproot or destroy these values, and, once uprooted or destroyed, their distinctiveness is forever gone.

ARTICLE V: DUTIES AND AUTHORITY

The duties and authority of the Horry County Board of Architectural Review shall be those in the Ordinance and any amendments thereto.

ARTICLE VI: MEMBERSHIP OF THE BOARD AND TERMS OF MEMBERSHIP

The Board of Architectural Review shall consist of nine (9) members, two of whom shall be Ex-Officio. The two Ex-Officio members shall be the Chairman of Horry County Council or his designee and the Chaiman of Horry County Planning Commission or his designee. Seven members shall be appointed by the Chairman of Horry County Council upon advice and consent of Horry County Council.

At least five (5) members shall have demonstrated interest, competence, or knowledge in historic preservation. Members shall be appointed from among professionals in the disciplines of architecture, history, architectural history, planning, archeology, or related disciplines (such as urban planning, American studies, American civilization, cultural geography, cultural anthropology, engineering, or real estate) to the extent that such professionals are available in

Horry County. The other members shall be appointed from one or more of the following categories: lawyer, developer, or property owner.

Members shall be appointed to serve staggered four year terms. The first members appointed shall be appointed for a term of two, three, or four years. All terms shall commence July first and end June thirtieth of the appropriate year. Members shall serve until their successors are elected and qualify. Vacancies occurring otherwise than through the expiration of a term shall be filled for the unexpired term by the Chairman of Horry County Council. Vacancies shall be filled for unexpired terms due to membership resignation or in the event a member moves from Horry County. All vacancies shall be filled within sixty (60) days, where possible. In the event that a vacancy is not filled within sixty (60) days, that member shall serve until a new member is appointed. Newly appointed members shall be installed at the first regular meeting after their appointment.

Any member shall be removed from membership after a public meeting of Horry County Council for repeatedly failing to attend properly called meetings without just cause, generally after failure to attend three (3) consecutive meetings. A member shall also be removed from membership after a public meeting of Horry County Council for malfeasance or misconduct in office. A written statement of the reasons for such removal shall be provided.

Members are expected to attend meetings. An attendance roster, including the names of members who attended and who did not attend, shall be included in the minutes of each meeting. Absence by any member from three (3) consecutive meetings without a valid reason, such as illness or pressing personal commitments, shall be considered a voluntary resignation by the member.

All members must report to the Secretary if they anticipate that they will be unable to attend a duly called meeting so that the Secretary can determine whether a quorum will be present for the meeting.

The Secretary shall notify the county administrator of any resignations due to absence from meetings and other resignations and vacancies caused by death, disability, transfer of residence outside of county or other causes, within thirty (30) days of the effective date thereof.

ARTICLE VII: OFFICERS

At the first meeting subsequent to July first of each year, the offices of Chairman and Vice-Chairman shall be elected from the BAR voting membership and shall serve one-year terms or until their successors are elected. The Bar may elect a Secretary or appoint a Secretary who may be a County official or employee of the County to keep accurate records of the rpoceedings of the BAR'S meetings. The Secretary, if not a BAR member, shall not be a voting member of the BAR.

ARTICLE VIII: DUTIES OF OFFICERS

The duties of the officers shall be those usually related to the positions, as outlined by the parliamentary authority adopted by these By-Laws, with the following conditions:

Chairman - Shall give leadership to the Board, act as a liasion between the Board and County Council, preside over all meetings and represent the Board when the Board is not in session, and shall be responsible, per the Ordinance and amendments thereto, to the Horry County Council for the conduct and management of the Board of Architectural Review. The Chairman shall serve as Ex-Officio on all committees including the Vereen Memorial Gardens Committee, with the exception of the (ad-hoc) Selection Committee and the Vereen Memorial Gardens Committee, on which the Chairman has a vote.

Vice-Chairman - Shall perform the duties of the Chairman in his/her absence.

Secretary - Shall ensure that accurate records of each meeting are kept and that all correspondence directed by the BAR is accomplished, keep accurate files required by the BAR, and be responsible for the bi-monthly financial report which will list the disbursements made in behalf of the BAR.

The Board shall determine to what extent the officers and/or staff, shall be bonded for the faithful execution of their duties.

ARTICLE IX: CONFLICT OF INTEREST

Any member of the Board who shall have a direct or indirect interest in any property which is the subject matter of a decision of said Board shall be disqualified from participating in the discussion, decision, or proceedings of the Board in connection therewith.

ARTICLE X: COMMITTEES

The Executive Committee shall consist of the officers of the BAR. The Committee may appoint any committee(s), sub-committee(s) and/or advisory committees as stipulated in the Ordinance and any amendments thereto.

The Vereen Memorial Gardens Committee shall serve as an sub-committee to the BAR.

ARTICLE XI: MEETINGS

The regular meeting date of the Board shall be the fourth Tuesday of each calendar month.

Special meetings may be called by any two (2) members of the Board after not less than three (3) days notice to each member. The place of the meeting shall be determined by the Chairman.

All meetings shall be held in a place accessible and open to the general public. Meetings and actions of the Board shall be governed by the requirements of the South Carolina Freedom of Information Act.

All meetings shall be advertised, as a minimum with a notice posted on the bulletin board in the county council office at least twenty-four (24) hours prior to the scheduled meeting.

All meetings at which public hearings are to be conducted must be advertised at least once in a newspaper of general circulation in Horry County fifteen (15) days prior to the date scheduled for the public hearing in addition to normal meeting notices.

ARTICLE XII: RULES OF ORDER

The rules contained in the most current edition of "Robert's Rules of Order" shall govern the Board in all cases to which they are applicable and in which they do not conflict with the provision of these By-Laws, the Ordinance and any of its amendments or with county, state, or national law.

The Board is the final authority on interpretation of parliamentary authority by majority vote of the required quorum.

ARTICLE XIII: QUORUM

A total of four (4) Board members shall constitute a meeting quorum.

ARTICLE XIV: MINUTES

Minutes and other official records of all meetings and actions shall be kept. Copies of approved minutes and other official records of all meetings, duly signed by the appropriate officer, shall be forwarded to the County Administrator within thirty (30) days after each meeting.

ARTICLE XV: FINANCES

Budget requests shall be submitted according to the schedule and format of the annual Horry County budget manual. Budget requests shall be accompanied by a line-item justification, a statement of goals and objectives for the use of the county funds, and any other information required by the County Administrator and County Council. Approval must be obtained before making line-item revisions in, or reprogramming funds from, previously approved budget requests as provided in the current budget.

If agency budget, including county and noncounty funds, exceed twenty thousand dollars ($20,000.00), then such budget requests shall be accompanied by a total agency proposed line-item budget, identifying all projected sources of funding.

For expenditures of county funds not under the County's financial management system, an audit report and management letter if provided by the external auditor shall be submitted to the county administrator by September thirtieth of each year for the last previous fiscal year in which county funds were obtained.

Purchasing policies of Horry County, at minumum, will be followed for all bidding and other procurements.

ARTICLE XVI: ANNUAL REPORT

An annual report of activities along with recommendations for improvements or changes desired shall be prepared and submitted to the Horry County Council, the Horry County Planning Commission, and the County Administrator.

ARTICLE XVII: MEMBERS AND PERSONNEL SUBJECT TO STATE STATUTES AND COUNTY ORDINANCES

Members and staff shall be subject to and governed by the statues of the State of South Carolina, the ordinances of Horry County, and all rules and regulations promulgated pursuant thereto, relating to county departments, agencies, boards and commissions and members, employees or personnel thereof. These entities are responsible to the

County Administrator for compliance with general administrative requirements.

ARTICLE XIX: AMENDMENTS

No amendment may be made relative to the substance of the Ordinance creating the Horry County Board of Architectural Review Committee. Suggested amendments or changes to the By-Laws shall be presented to the Chairman in writing who shall then submit it - in writing - to the Board members in the notice of the MEETING at which the vote is to be taken. Amendments to and/or changes of the By-Laws shall require a two-thirds vote of the voting members.

HORRY COUNTY BOARD OF ARCHITECTURAL REVIEW

December 29, 1987

AGENDA

Call To Order

Approval of Minutes

Committee Reports

Old Business

By-Laws
Certification Agreement
Public Hearing on Vereen Memorial Historical Gardens
Grant Application for Survey

New Business

Public Hearing on PRT Grant for Vereen Memorial Historical Gardens
January meeting date

Adjournment

Steve - please review the proposed agenda and advise if you would like additions or deletions