

**CITY OF FLORENCE, SOUTH CAROLINA  
DESIGN REVIEW BOARD  
JANUARY 13, 2021 AT 2:00 P.M. VIA ZOOM**

**AGENDA**

**I. Call to Order**

**II. Approval of Minutes**

Regular meeting held on November 11, 2020.

**III. Approval of 2021 Meeting Calendar**

**IV. Public Hearing and Matter in Position for Action**

**DRB-2021-01 Request to amend the Certificate of Appropriateness for landscaping for the building at 414 North Coit Street, Tax Map Number 90085-01-013; D-1 Redevelopment Overlay District.**

**V. Adjournment**

Next meeting is scheduled for February 10, 2021.

**MINUTES OF THE REGULAR MEETING OF  
THE CITY OF FLORENCE DESIGN REVIEW BOARD  
VIA ZOOM REMOTE MEETING  
WEDNESDAY, NOVEMBER 4, 2020 – 2:00 P.M.**

**MEMBERS PRESENT:** Pierce Campbell (in person); Jamie Carsten, Julia Buyck, Jay Ham, Scott Collins, Mike Padgett, and Erik Healy (via Zoom)

**MEMBERS ABSENT:** Nathaniel Mitchell and David Tedder

**STAFF PRESENT:** Jerry Dudley, Alfred Cassidy, Derek Johnston, and Alane Zlotnicki; Danny Young for IT

**CALL TO ORDER:** Chairman Campbell called the November 4, 2020 regular meeting to order at 2:02 p.m. and thanked everyone in attendance via Zoom. He explained that because of the COVID-19 pandemic situation and the requirement of the state to limit group sizes, only he and staff are attending the meeting in person in Council Chambers; the remainder of the Board members as well as applicants are calling in via the Zoom Video Conferencing app. Members of the public are able to call in using a number provided by the City, which is also streaming the meeting live on its YouTube channel.

**APPROVAL OF MINUTES:** Chairman Campbell introduced the minutes from the October 14, 2020 regular meeting and asked if there were any corrections. Being none, the vote to approve the minutes was unanimous (7-0).

**PUBLIC HEARINGS AND MATTERS IN POSITION FOR ACTION:**

**DRB-2020-32      Request for a Certificate of Appropriateness to replace the roof on the house located at 420 Park Avenue, Tax Map Number 90063-04-010; D-4 Timrod Park Overlay District.**

Chairman Campbell read the introduction of DRB-2020-32 and asked staff for their report. Mr. Johnston gave the staff report as submitted to the Design Review Board.

Mr. Ham asked staff if they had spoken to the applicant about the roof color choice. Mr. Johnston stated the Planning staff's opinion of the color is neutral.

There being no further questions of staff, Chairman Campbell opened the public hearing. There being no one to speak either for or against the request, Chairman Campbell closed the public hearing and called for a motion to issue a Certificate of Appropriateness.

Mr. Collins moved to approve the request to allow the roof as submitted. Mrs. Buyck seconded the motion, and it passed unanimously (7-0).

**ADJOURNMENT:** Mr. Dudley welcomed Mike Padgett as an engineering expert and Erik Healy as a landscaping professional to the Board and asked them to introduce themselves, which they did.

Chairman Campbell thanked everyone for their patience and participation, and adjourned the meeting at 2:09 p.m. The next meeting is scheduled for December 9, 2020.

Respectfully submitted:

*Austin Cherry, Office Assistant III; Alane Zlotnicki, Senior Planner*

## 2021 Design Review Board Meeting Schedule

Month	Submittal Deadline  (4 weeks)	Send Public Notice to Newspaper  (19 days)	Letters & Signs Out/Public Notice Published  (15 days)	Staff Reports Due  (15 days)	Packet Mailed  (8 days)	Meeting Date
January	12/9/2020	12/24/2020	12/29/2020	12/29/2020	1/5/2021	1/13/2021
February	1/6/2021	1/22/2021	1/26/2021	1/26/2021	2/2/2021	2/10/2021
March	2/3/2021	2/19/2021	2/23/2021	2/23/2021	3/2/2021	3/10/2021
April	3/10/2021	3/26/2021	3/30/2021	3/30/2021	4/6/2021	4/14/2021
May	4/7/2021	4/23/2021	4/27/2021	4/27/2021	5/4/2021	5/12/2021
June	5/5/2021	5/21/2021	5/25/2021	5/25/2021	6/1/2021	6/9/2021
July	6/9/2021	6/25/2021	6/29/2021	6/29/2021	7/6/2021	7/14/2021
August	7/7/2021	7/23/2021	7/27/2021	7/27/2021	8/3/2021	8/11/2021
September	8/4/2021	8/20/2021	8/24/2021	8/24/2021	8/31/2021	9/8/2021
October	9/8/2021	9/24/2021	9/28/2021	9/28/2021	10/5/2021	10/13/2021
November	10/6/2021	10/22/2021	10/26/2021	10/26/2021	11/2/2021	11/10/2021
December	11/3/2021	11/19/2021	11/23/2021	11/23/2021	12/30/2021	12/8/2021

**CITY OF FLORENCE PLANNING, RESEARCH & DEVELOPMENT  
STAFF REPORT TO THE  
CITY OF FLORENCE DESIGN REVIEW BOARD**

**CASE NUMBER:** DRB 2021-01

**DATE:** January 13, 2021

**LOCATION:** 414 North Coit Street

**TAX MAP NUMBER:** 90085-01-013

**OWNER OF RECORD:** Majority Missionary Baptist Church

**APPLICANT:** Majority Missionary Baptist Church

**PROJECT DESCRIPTION:** Revision to Bufferyard Requirements

**REDEVELOPMENT DISTRICT:** D-1, Downtown Redevelopment Overlay District

**Project Description**

The applicant requests an amendment to the Certificate of Appropriateness issued on April 8, 2015 regarding bufferyard requirements for the new sanctuary and offices constructed in 2020 at 414 North Coit Street.

On April 8, 2015, Majority Missionary Baptist Church requested and received a Certificate of Appropriateness (COA) to construct a new sanctuary and offices totaling 13,940 square feet as an addition to its existing building, which consisted of 5,500 square feet according to the property tax record. The new building began construction in 2018 and was completed in late 2020.

As part of the original proposal, a level C bufferyard was to be provided around the expanded parking lot where it abuts adjacent residential properties. Under the 2008 Zoning Ordinance, which dictated the zoning requirements in 2015, bufferyards were to be provided between disparate uses, regardless of zoning designation. At the time, the church and the four affected neighboring residences were all zoned B-3, which is a commercial district. When the *Unified Development Ordinance* was adopted in 2018, the entire block was designated as Campus. The UDO requires bufferyards between disparate districts, not specifically uses.

According to the 2008 Zoning Ordinance, a Type C Bufferyard requires a 15 foot distance from the property line to be landscaped with 4 canopy trees, 6 understory trees, 24 shrubs, and 12 evergreens per 100 linear feet, as well as a 6 foot stockade fence (Attachment E). The length of shared property lines which were indicated for the bufferyard totals 550 feet. To fully meet the bufferyard requirement, the church would need to install 22 canopy trees, 33 understory trees, 132 shrubs, and 66 evergreens, as well as 550 linear feet of 6 foot tall stockade fencing.

When the project was approved in 2015, the church had an attending membership of about 300 people. Now, after nearly a year of the pandemic, the number of regular attenders is less than fifty. The church doesn't have the resources to install all the required landscaping at this time. There is an existing 6 foot white stockade fence along 400 feet of shared property lines with some vegetation. The remaining 150 feet consists of chain link fencing with random vegetation growing along it (see Attachment F).

The church leadership has indicated that they can clean up the existing stockade fence and intend to plant four understory trees at the corners of the new construction and at the entrances to the parking lot. They are willing to add landscaping as their budget allows in the future, but are asking that it not be required all at once because it is not economically feasible for them at this time.

### **Staff Analysis**

It should be noted that this project does fall within a "catalytic project" area in northwest Florence as defined in the City of Florence Neighborhood Revitalization Strategy. The construction of the new building has enhanced the appearance of the neighborhood. The building was approved under the 2008 Zoning Ordinance, which did not require the level of parking lot landscaping required by the current *Unified Development Ordinance*. The stockade fence was in place before the construction of the new building.

### **Board Action**

1. Consider only the evidence presented before the Board during the public hearing.
2. Make findings of fact to apply the guidelines to the application presently before the Board.
3. Based on the findings of fact, make a decision regarding amendment of the COA regarding the landscaping requirements.

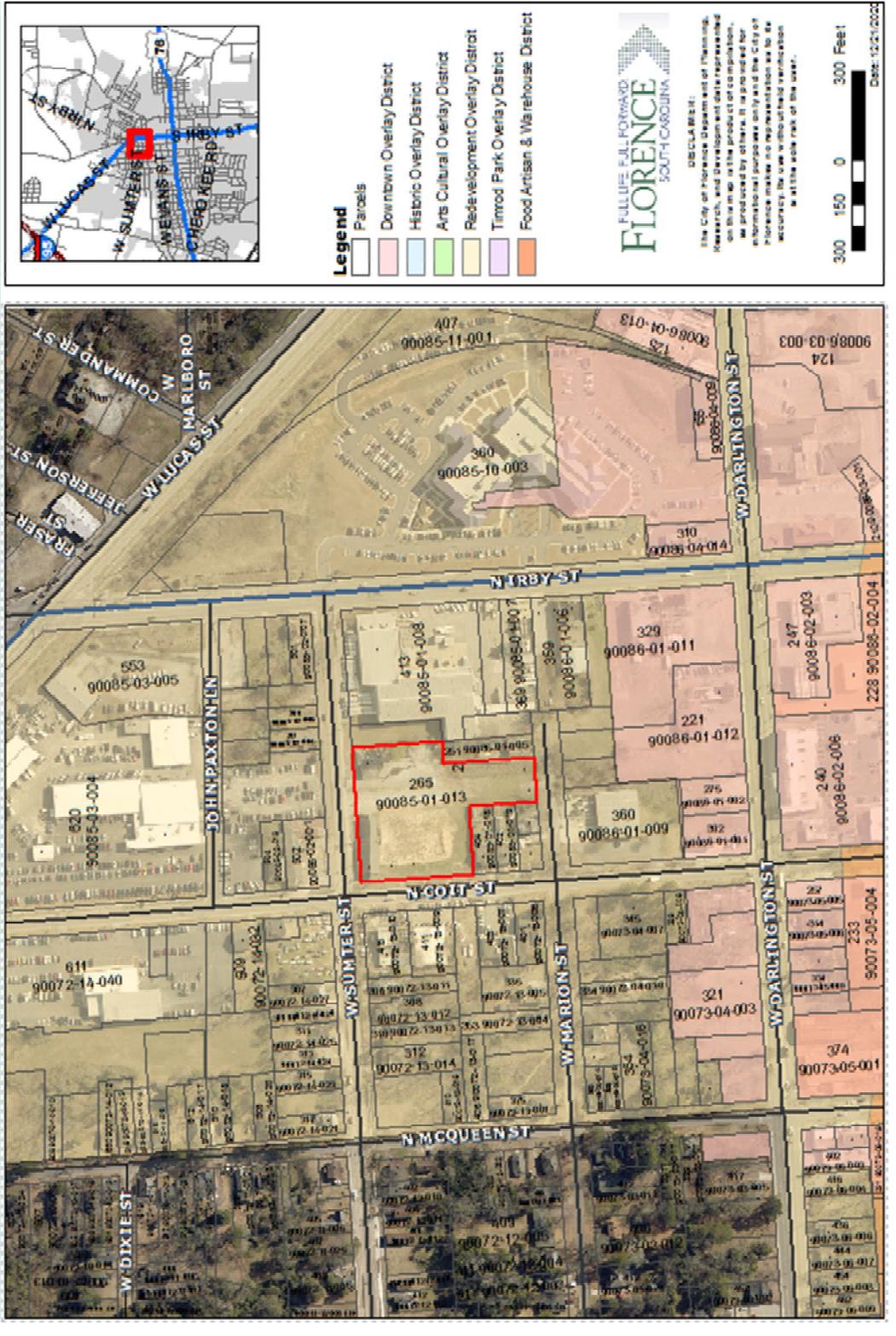
### **Attachments**

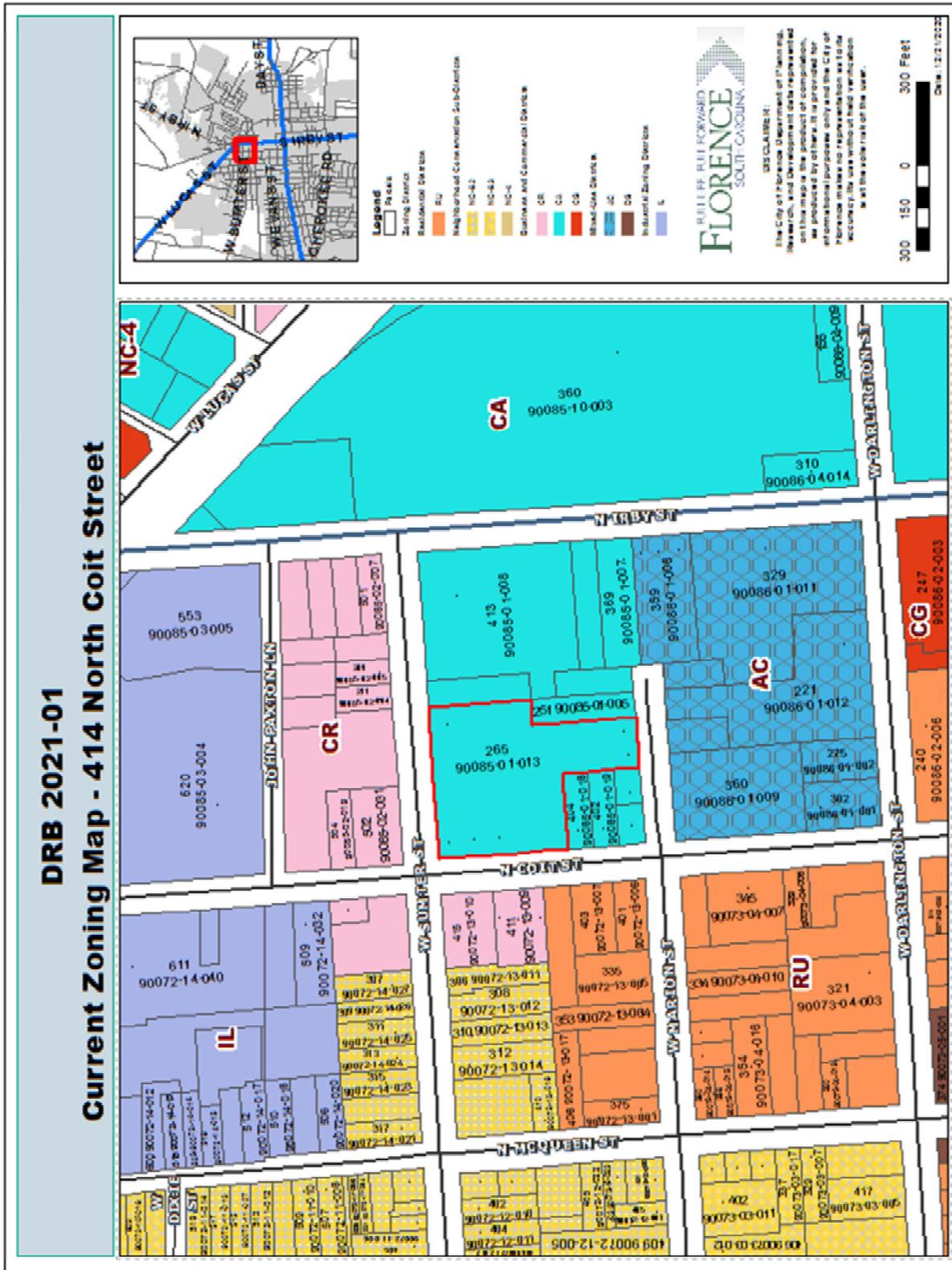
- A. Vicinity Map
- B. Location Map
- C. Zoning Map
- D. Original Site Plan
- E. Bufferyard C Requirements from 2008 Zoning Ordinance
- F. Site Photographs



Attachment B: Location Map

**DRB 2021-01**  
**Location Map - 414 North Coit Street**







Attachment E: Bufferyard C Requirements from 2008 Zoning Ordinance

TABLE II

Standard	Bufferyard Type					
	A	B	C	D	E	F
<b>Minimum Buffer Depth</b> (feet from property line)	5	10	15	20	30	100
<b>Minimum Land Use Buffer Landscaping</b> (plants per 100 linear feet)						
Canopy Trees	2	3	4	5	6	4
Understory Trees	2	6	6	7.5	9	6
Shrubs	3	9	24	30	30	30
Evergreens/Conifers	3	6	12	15	15	12
Structure	None	4' Wood Stockade	6' Wood Stockade	6' Wood Stockade	6' Wood Stockade or Earthen Berm	6' Wood Stockade

Attachment F: Site Photos (December, 2020)



The existing buffer along the south side of the property looking at the residence at 404 North Coit Street.



The fence buffering the residence at 404 North Coit Street.



The fence buffering the residence at 404 North Coit Street.



View of the existing fence on the east side of the pond, adjacent to the residence at 251 West Marion Street.



Looking at the fence along the residence at 404 North Coit Street.



The chain link fence behind the residences at 402 and 404 North Coit Street.



Looking due south down the portion of the lot between the affected residential lots. The pond is on the left side of this photo; the chain link fence at the back of the residences is on the right. West Marion Street is straight ahead.



East property line and fence around 251 West Marion Street on south side.



Rear of house at 212 West Sumter Street (youth building) and east property line.