

CITY OF FLORENCE, SOUTH CAROLINA
DESIGN REVIEW BOARD
JULY 14, 2021 AT 2:00 P.M. VIA ZOOM
AGENDA

I. Call to Order

II. Approval of Minutes

Regular meeting held on June 9, 2021.

III. Public Hearing and Matter in Position for Action

DRB-2021-16 Request for a Certificate of Appropriateness for façade alterations of the building located at 700 Park Avenue, Tax Map Number 90064-08-001; D-4 Timrod Park Overlay District.

IV. Public Hearing and Matter in Position for Action

DRB-2021-17 Request for a Certificate of Appropriateness to install a fence and trim trees at 501 South Irby Street, Tax Map Number 90088-06-007; D-3 Arts & Cultural Overlay District and Irby Street Corridor Overlay District.

V. Public Hearing and Matter in Position for Action

DRB-2021-18 Request for a Certificate of Appropriateness for façade alterations of the building located at 151 West Evans Street, Tax Map Number 90167-02-005; H-1 Historic Overlay District.

VI. Adjournment Next meeting is scheduled for August 11, 2021.

**MINUTES OF THE REGULAR MEETING OF
THE CITY OF FLORENCE DESIGN REVIEW BOARD
VIA ZOOM REMOTE MEETING
WEDNESDAY, JUNE 9, 2021 – 2:00 P.M.**

MEMBERS PRESENT: Pierce Campbell, Jay Ham, and Jamie Carsten (in person); Julia Buyck, Scott Collins, Erik Healy, Nathaniel Mitchell, and David Tedder (via Zoom)

MEMBERS ABSENT: Mike Padgett

STAFF PRESENT: Jerry Dudley, Derek Johnston, and Alane Zlotnicki; Danny Starling for IT; Randy Osterman

APPLICANTS PRESENT: Dr. John Keith, Trevis Cooper, Trey Cooper (in person)

CALL TO ORDER: Chairman Campbell called the June 9, 2021 regular meeting to order at 2:00 p.m. and thanked everyone in attendance.

APPROVAL OF MINUTES: Chairman Campbell introduced the minutes from the May 12, 2021 regular meeting and asked if there were any corrections. Being none, he called for a vote. Mr. Carsten moved to approve the minutes; Mr. Ham seconded the motion. The vote to approve the minutes was unanimous (7-0).

PUBLIC HEARINGS AND MATTERS IN POSITION FOR ACTION:

DRB-2021-10 Request for a Certificate of Appropriateness for façade alterations of the building located at 273 West Evans Street, Tax Map Number 90167-01-001; H-1 Historic Overlay District.

Chairman Campbell read the introduction of DRB-2021-10 and asked staff for their report. Mr. Johnston gave the staff report as submitted to the Design Review Board.

Mr. Ham asked if the original signage would be replaced. Mr. Johnston stated that there had been no discussion about replacing the signage by the applicant. The request is for the façade surface only. Mr. Dudley clarified that the applicants want to do some exploratory work to see what's behind the stucco and will come back to the Board if it requires major work.

There being no further questions of staff, Chairman Campbell opened the public hearing. Dr. John Keith asked if the brick was part of the façade. Mr. Johnston stated that there probably is some brick there as part of the fire wall.

There being no one else to speak either for or against the request, Chairman Campbell closed the public hearing and called for discussion and then a motion. He said that getting rid of a prohibited material was desirable, although the cinder block isn't desirable. He called for a motion.

Mr. Ham moved to approve the request as submitted. Mr. Carsten seconded the motion, and it passed unanimously (7-0).

*** Julia Buyck joined the meeting via Zoom. ***

DRB-2021-13 Request for a Certificate of Appropriateness for façade alterations of the building located at 124 North Dargan Street, Tax Map Number 90169-01-032; H-1 Historic Overlay District.

Chairman Campbell read the introduction of DRB-2021-13 and asked staff for their report. Mrs. Zlotnicki gave the staff report as submitted to the Design Review Board.

Chairman Campbell asked what the scope of their decision would be given that there's no details given. Mrs. Zlotnicki indicated that the applicants were seeking approval of the concept before they pursued it further. Mr. Dudley agreed that details regarding colors and materials are necessary.

Mr. Ham asked if demolition would require a different permit. Mr. Dudley confirmed that it would be a different permit entirely, but that usually we require a plan to replace a demolished building. This building has had some issues in the past when the front façade fell off and became unsafe to the extent that the City had to build a protective structure underneath it. He said that Codes Enforcement has a case against the owners and that's why they're here today. Mr. Ham clarified that they are being asked to approve the concept of a 3 story building. Mr. Dudley agreed, and discussed the other 3 story buildings in the vicinity. He reminded them that the Historical Commission would have to also approve a demolition.

Chairman Campbell pointed out that the trend of using shipping containers wasn't around when the Design Guidelines were written. Mr. Dudley said that they would be used entirely as interior structures, hidden inside the shell of the building, so the Design Guidelines wouldn't necessarily apply, but this might come up in some of the other districts in the future. He discussed the use of shipping containers in other places.

Mr. Ham asked if they were the only Board involved. Mr. Dudley said that it was. Standard zoning and building review would be required.

There being no other questions of staff, Chairman Campbell opened the public hearing. Dr. Keith asked if the building would encroach into the alley. Mrs. Zlotnicki said it could not encroach off its own property. He asked about the balconies and if any other properties downtown had balconies. She said that The Lost Cajun has proposed front balconies. Dr. Keith asked the Coopers if they were planning to use the rooftop surface. Mr. Cooper said they would provide access to the roof. Dr. Keith asked about guidelines for the structural support of the multi-level use of the shipping containers. Mr. Cooper said they are constructed so the containers provide the skeleton of the building. He said there's a company in Charlotte that specializes in prefabrication use of these containers.

Mr. Cooper talked about making the exterior look historic, but the interior wouldn't look much different because the containers are upfitted. Dr. Keith asked about the first floor being all glass and then brick. Mr. Cooper said he would use a similar brick color to what's there.

Chairman Campbell asked Mr. Cooper if he wanted to share anything else. Mr. Cooper thanked the Board for letting them share their concept, saying that he was having trouble finding a local architect, but that their resume of past buildings speaks for them. He said he's traveled around the country looking at projects using shipping containers.

Mr. Ham said that he is all for using alternative methods of construction, and that they're mostly interested in the exterior, and just want to get more details about how it would look on the property. He's supportive of the concept.

Chairman Campbell said they are particularly careful in the H-1 district and they want to have specifics before they vote up or down on the project itself. Mr. Cooper said he'd like to defer to give them time to get the details figured out.

There being no other questions or comments, Chairman Campbell closed the public hearing and called for a motion to defer, which passed unanimously (8-0).

DRB-2021-14 Request for a Certificate of Appropriateness for façade alterations of the building located at 515 South Irby Street, Tax Map Number 90088-06-022; D-3 Arts & Culture Historic Overlay District and ISCOD Irby Street Corridor Overlay District.

Chairman Campbell read the introduction of DRB-2021-14 and asked staff for their report. Mrs. Zlotnicki gave the staff report as submitted to the Design Review Board.

Mr. Ham asked what colors are permitted by the guidelines. Mrs. Zlotnicki said that neutral colors are appropriate and the finishes suggested are permitted. Mr. Ham asked if the old sign was still there; she confirmed that it is but has not received a signage plan yet. Chairman Campbell asked about the blue roof, and staff pointed out that the PAC has a blue roof. Mr. Dudley said they will have to provide landscaping islands in the parking lot.

There being no other questions for staff and no one to speak either for or against the request, Chairman Campbell closed the public hearing and called for a motion to approve the building only, with the landscaping and signage plans to be brought back at a later date for separate approvals.

Mrs. Buyck commented that she is thrilled to see something happen on South Irby Street. Mr. Carsten moved to approve the request for building renovations as submitted. Mr. Mitchell seconded the motion, and it passed unanimously (8-0).

Mr. Dudley mentioned that in light of the lifting of emergency mandates, we were planning to meet in person in July and moving forward, with policies in place.

Mrs. Buyck asked what happened with the first case. She is concerned about painting the cinder block. Mr. Dudley said staff would oversee it.

ADJOURNMENT: Chairman Campbell thanked everyone for their participation, and adjourned the meeting at 2:46 p.m. The next meeting is scheduled for July 14, 2021.

Respectfully submitted:

*Alane Zlotnicki, AICP
Senior Planner*

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

DATE: July 14, 2021
CASE NUMBER: DRB 2021-16
LOCATION: 700 Park Avenue
TAX MAP NUMBER: 90064-08-001
OWNER OF RECORD: First Presbyterian Church
APPLICANT: Billy McBride – Carolina Construction Inc.
PROJECT DESCRIPTION: Construction of Two Covered Entryways
OVERLAY DISTRICT: D-4 Timrod Park Overlay District

Project Description

The applicant is seeking a Certificate of Appropriateness (COA) to make exterior renovations to the building located on Tax Map Parcel 90064-08-001 at the address of 700 Park Avenue. The scope of work includes the construction of two covered entryways (porticos) on the northside of the church’s sanctuary (facing Waters Avenue). The proposed porticos will match those already present on the southside of the building (facing Cherokee Road).

Background Information

First Presbyterian Church received permission from the Design Review Board on September 11, 2019 to install a Columbarium Memory Garden consisting of the installation of the columbarium, removal of asphalt, installation of walkways, and associated landscaping. The proposed porticos will be located to the east & west of the recently constructed Columbarium Memory Garden.

Staff Analysis

The design guidelines state that the Timrod Park Overlay District requires a Certificate of Appropriateness (COA) to include; “The issuance of a permit by the Building Official and/or Zoning Administrator for erection, alteration, improvement, demolition, or moving of structure, building, or signage.”

In considering the issue of appropriateness, the Design Review Board and the Downtown Planning Coordinator shall use the *Design Guidelines for Downtown Florence, South Carolina* prepared by Allison Platt & Associates and Hunter Interests Inc., as adopted by Florence City Council. Where specific guidelines are not available the following general guidelines shall apply:

- 1. The historic and significant character of the property should be retained and preserved;**
The applicant proposes to construct two porticos on the northside of the church’s sanctuary at existing entryways to match the portico already present on the southeast side of the sanctuary (Attachment F).
- 2. Distinctive features, finishes, and construction techniques or examples that characterize a property should be preserved;**

The proposed construction will aim to match the existing church character seen in existing porticos and entryways (Attachments E & F).

3. **For all buildings, aluminum or vinyl siding may not be used unless approved by the Design Review Board;**
Not applicable.
4. **Chemical or physical treatments that cause damage to or cover the original materials may not be used unless approved by the Design Review Board;**
Not applicable.
5. **New additions and adjacent or related new construction should be undertaken in such a manner that if removed in the future, the essential form and integrity of the original property and its environment would be unimpaired;**
The applicant has expressed his desire to match the existing portico architecture found on the northside of the sanctuary with the proposed construction.
6. **The height of any alteration or construction should be compatible with the style and character of the proposed or modified structure or building and with the surrounding buildings and structures;**
The proposed porticos will be an extension of existing structures to provide additional shelter from the elements. The height and scale of the entryways will be unchanged except to extend an existing structure to add dimensionality.
7. **The proportions and relationship between doors and windows should be compatible with the architectural style and character of the building and surrounding buildings;**
Not applicable.
8. **The visual relationship of open space between buildings or structures should be compatible with adjacent buildings or structures;**
Not applicable.
9. **The design of the roof should be compatible with the architectural style and character of existing buildings and surrounding structures;**
The design of the roof will have the same pitch and incorporate the same materials found on other previously constructed porticos and church entryways.
10. **Landscaping should be added that enhances the property and provides for greenspace and appropriate buffering between land uses;**
Existing landscaping will remain as is with no additional proposed.
11. **The scale of buildings or structures after alteration, construction, or partial demolition should be compatible with the style and character of surrounding buildings and structures.**
The height and scale of the entryways will be unchanged except to extend an existing structure to add dimensionality.
12. **When appropriate, the architectural details (colors, materials, and textures) should be compatible with the style and character of surrounding buildings and structures.**
The proposed portico construction will aim to duplicate existing architectural details including colors, materials, and textures found on the sanctuary and surrounding church structures.

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 the request on the application.

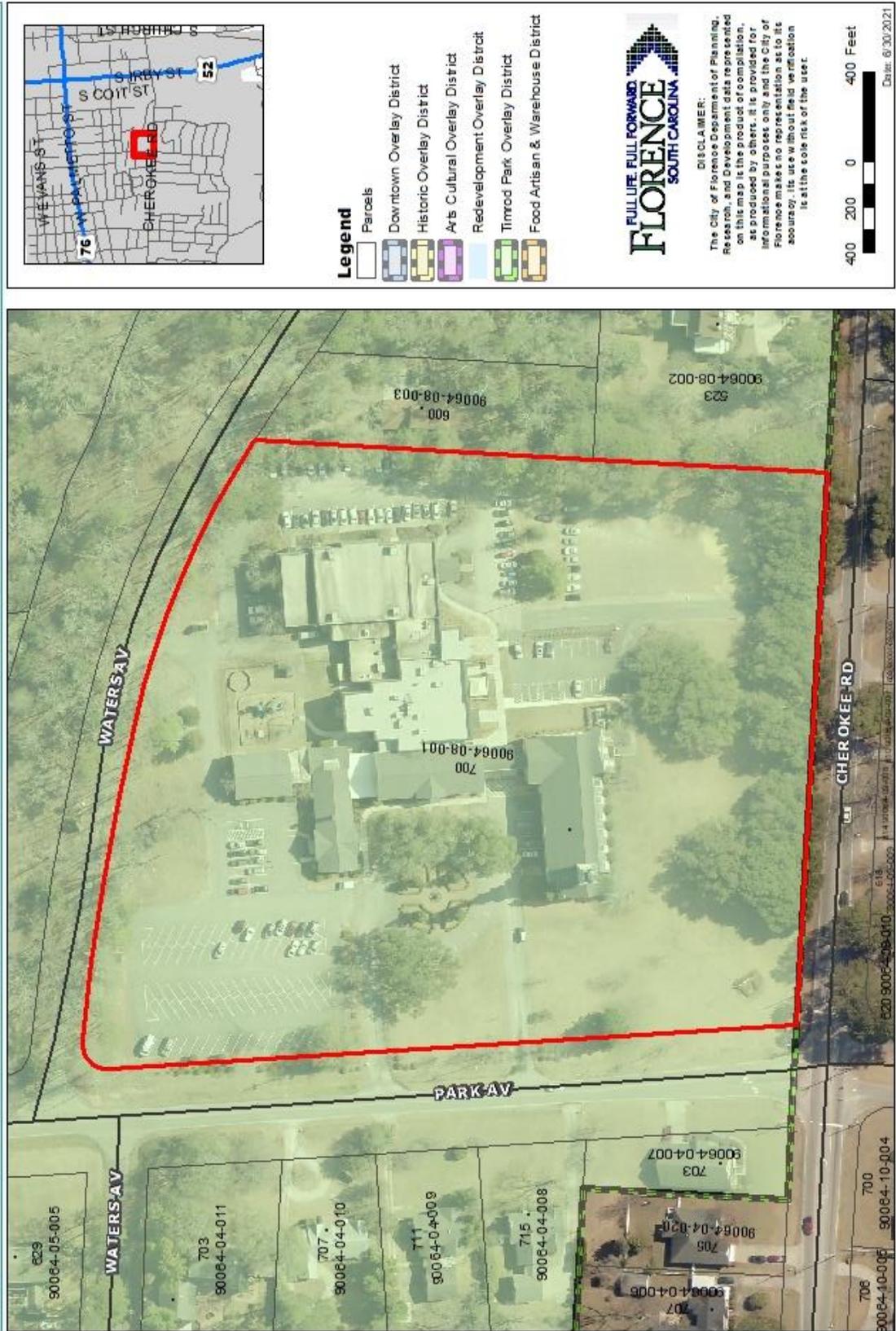
Attachments

- A. Vicinity Map
- B. Location Map
- C. Zoning Map
- D. Site Plan
- E. Site Photos
- F. Southeastern Portico (Design to be Replicated)

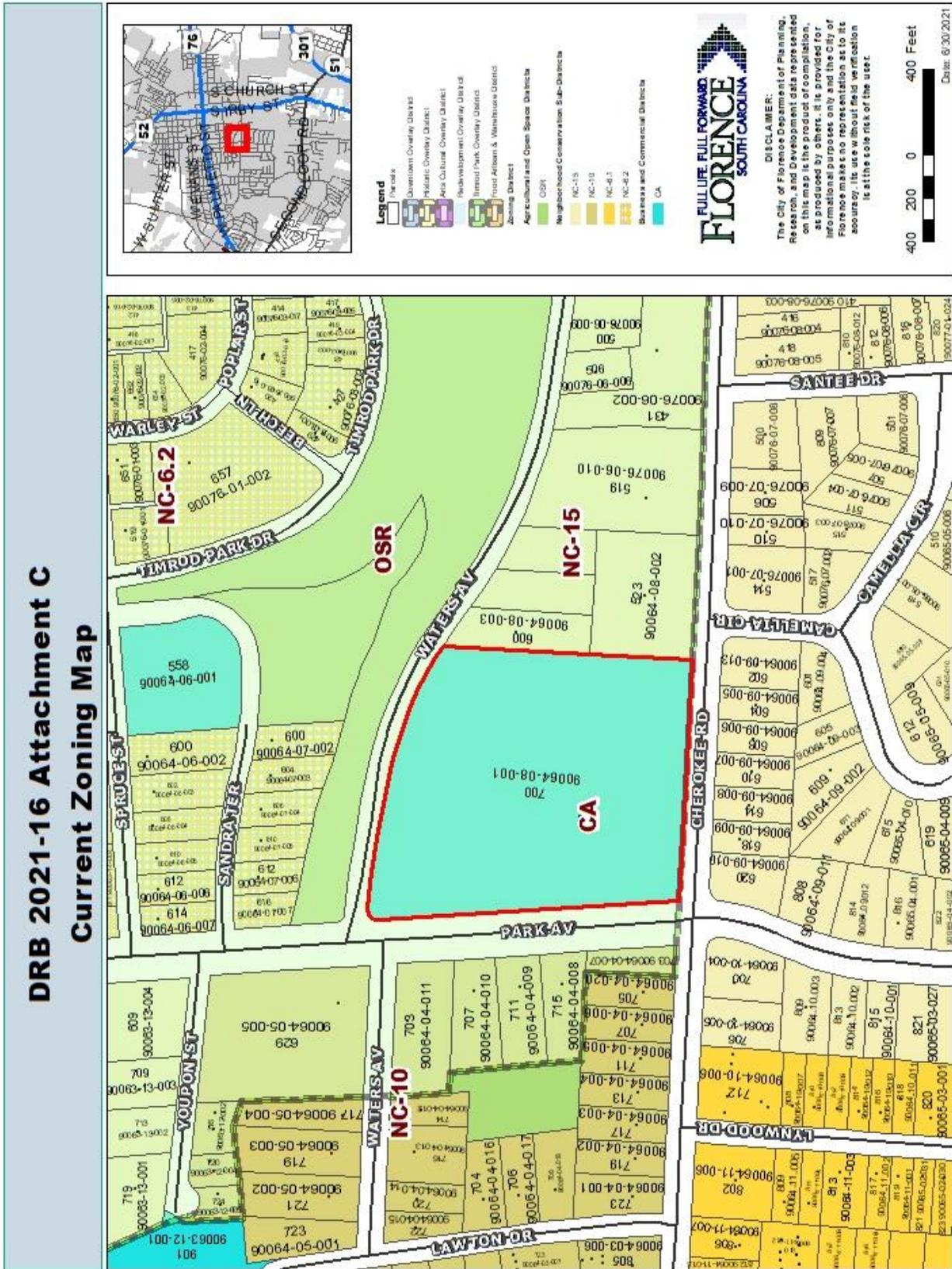
Attachment A: Vicinity Map



DRB 2021-16 Attachment B
Location Map - 700 Park Avenue



Attachment C: Zoning Map



Attachment D: Site Plan



Attachment E: Site Photos



Westside of Sanctuary – Front Facing Park Avenue



*North side of Sanctuary Facing Waters Avenue
(Arrows Denote Location of Proposed Covered Entryways)*



*Northwest side of Sanctuary (Closest to Park Avenue)
– Proposed Entryway 6' long, 10' wide*



*Northeast side of Sanctuary (Closest to Park Avenue)
– Proposed Entryway 5' long, 8'wide*

First Presbyterian Entryway Examples





Attachment F: Southeastern Portico (Design to be Replicated)



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

DATE: July 14, 2021

CASE NO: DRB 2021-17

LOCATION: 501 S. Irby Street

TAX MAP NUMBERS: 90088-06-006 & 90088-08-007

OWNER OF RECORD: SC Federal Credit Union

APPLICANT: TRG Facilities – Jody Bowles

PROJECT DESCRIPTION: Construction of Chain Link Fence

OVERLAY DISTRICT: Arts & Cultural Overlay District (D-3) & Irby Street
Corridor Overlay District (IS-COD)

Project Description

The South Carolina Federal Credit Union (SCFCU) is requesting a Certificate of Appropriateness (COA) to construct a 6’ black chain link fence 270’ along the property line it shares with the bar 507 Live. The applicant has been made aware that chain link is a prohibited fence material within the Arts and Cultural Overlay District and is willing to comply with the Design Guidelines.

Background Information

The building is a 5431 square foot facility built in 1968. The building is located at the corner of Elm Street and Irby Street and includes two parcels; one where the building is located and one for the parking lot. The Credit Union had a recent DRB Case for the installation of exterior signage. This COA was granted at the February 12th, 2020 DRB Meeting.

The property is located in the Activity Center district within the D-1, Downtown Redevelopment (Overlay) District, the D-3, Arts and Cultural (Overlay) District, and the Irby Street Corridor (Overlay) District. The design guidelines state that the intent of the Downtown Redevelopment District is to “*promote the cultural, economic, and general welfare of the public by providing a mechanism for the identification, recognition, preservation, maintenance, protection, and enhancement of existing architecturally valuable structures, properties, and neighborhoods.*”

Staff Analysis

The following section is from the *Design Guidelines* which addresses fencing and screening in the Arts & Cultural Overlay District.

From Chapter 5 of the *Design Guidelines for Downtown Florence, SC*:

Fencing and Screening Materials

Recommended fencing and screening materials:

- Brick
- Split face block finished with stone or masonry caps and/or bands
- Double staggered row of approved hedge material
- Landscaped beds acting as screens with approval and appropriate ongoing maintenance
- Metal pickets in dark colors with or without masonry piers or foundation walls (for perimeter and parking areas only, not storage areas). If used to screen parking, landscaping materials 30-36" high should be planted in front of or behind the fence to screen the lower portion of parked vehicles
- Approved wooden privacy fencing (in the rear of properties only)
- Poured concrete or light stucco finish block.

The following section is from the *Design Guidelines* which addresses fencing and screening in the Arts & Cultural Overlay District.

From Chapter 8 of the *Design Guidelines for Downtown Florence, SC*:

Prohibited fencing and screening materials:

- **Chain link (except temporary installations at construction sites or where not visible from the street)**
- Split rail, stockade, wood picket or other suburban/rural styles of fencing
- Prefabricated wood fencing
- Unfinished concrete block.

Irby Street Corridor Overlay District – Fencing and Screening

Fencing and screening devices are to be utilized to protect the privacy of adjacent permitted uses and reduce visual clutter according to the following standards:

- a. Dumpsters and mechanical or utility equipment shall be screened from view from any public right-of-way and shall not be located in the front or street-side yards.
 - i. Dumpster screening shall comply with the following standards:
 1. Dumpsters shall be located no more than 200 feet (walking distance) from the individual uses that they are intended to serve;
 2. Dumpsters shall be fully enclosed by an opaque wall constructed of brick, stone, or stucco-finished concrete block, to a height of one foot above the top of the dumpster.
 3. The enclosures shall provide the following types of access:
 - a) Service gates which remain closed at all times except when the dumpster or garbage bins are being serviced; and
 - b) Separate pedestrian access gates or a pedestrian access opening that screens the dumpster from view.
 4. Mechanical or utility equipment shall be screened from view from any public rightof-way by an opaque wall constructed of brick, stone, or stucco-finished concrete block; a vegetative screen of sufficient height and opacity to screen the equipment within three years of installation; or a combination of the aforementioned methods.
 - ii. Fences and walls shall comply with the following standards:
 - i. Fence and wall height, setback, and transparency requirements shall follow Division 3-8.2.2 of the Unified Development Ordinance.
 - ii. Materials for fences and walls shall include wood, ornamental wrought iron or powder coated aluminum; cement fiberboard; composite materials; masonry; or a combination of these materials.

iii. Stockade, unfinished concrete block, sheet metal, vinyl or plastic, and **chain link fences are prohibited.**

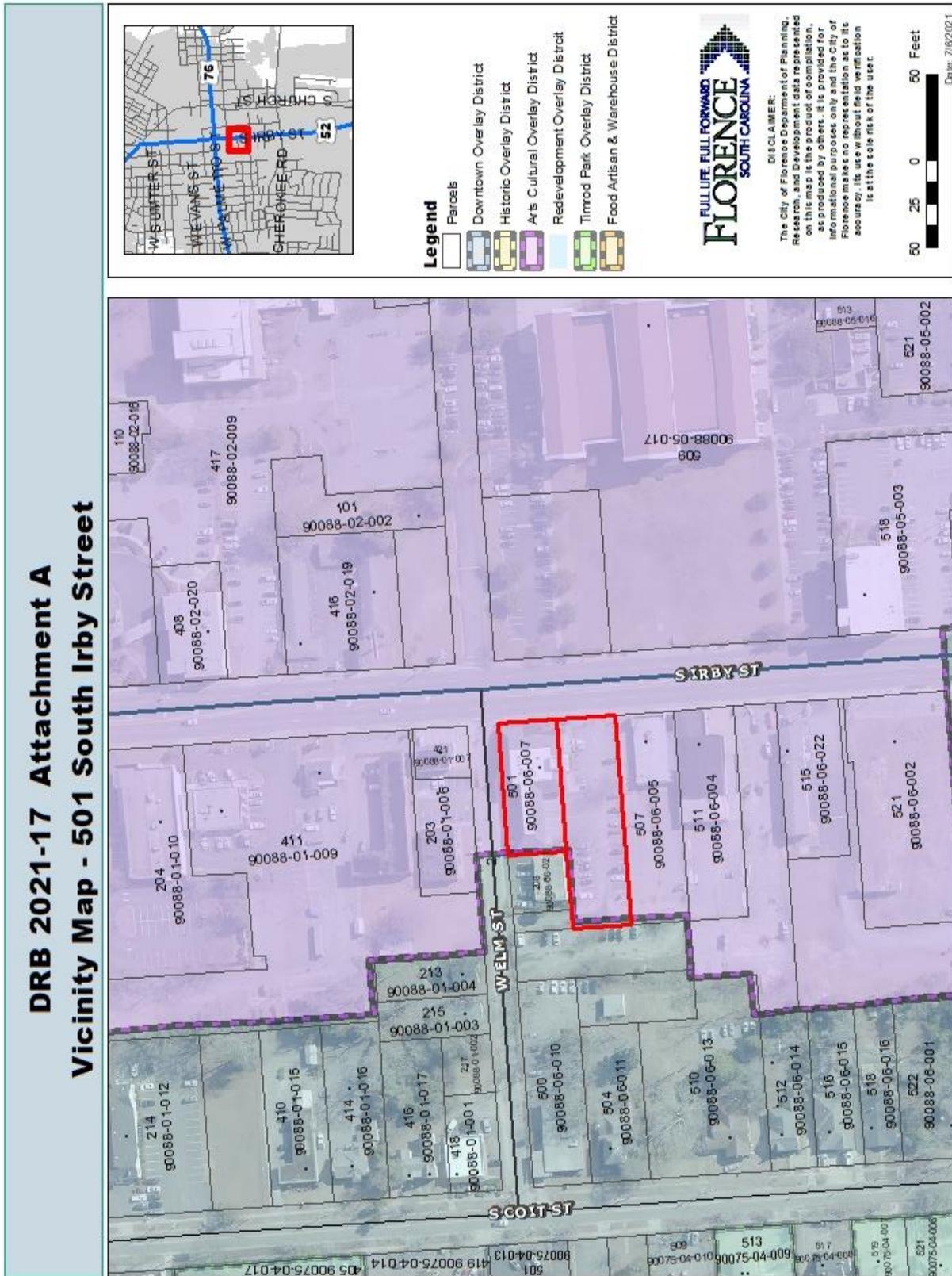
The 6' black chain link fence proposed for SCFCU is expressly prohibited material in the Arts & Cultural and the Irby Street Corridor Overlay Districts. The applicant is seeking to provide a physical barrier between themselves and the adjacent property. The applicant has been contacted concerning the prohibition on chain link fences. The applicant is willing to change the proposal to a material recommended. The Staff Report will be updated with any proposed changes.

Board Action

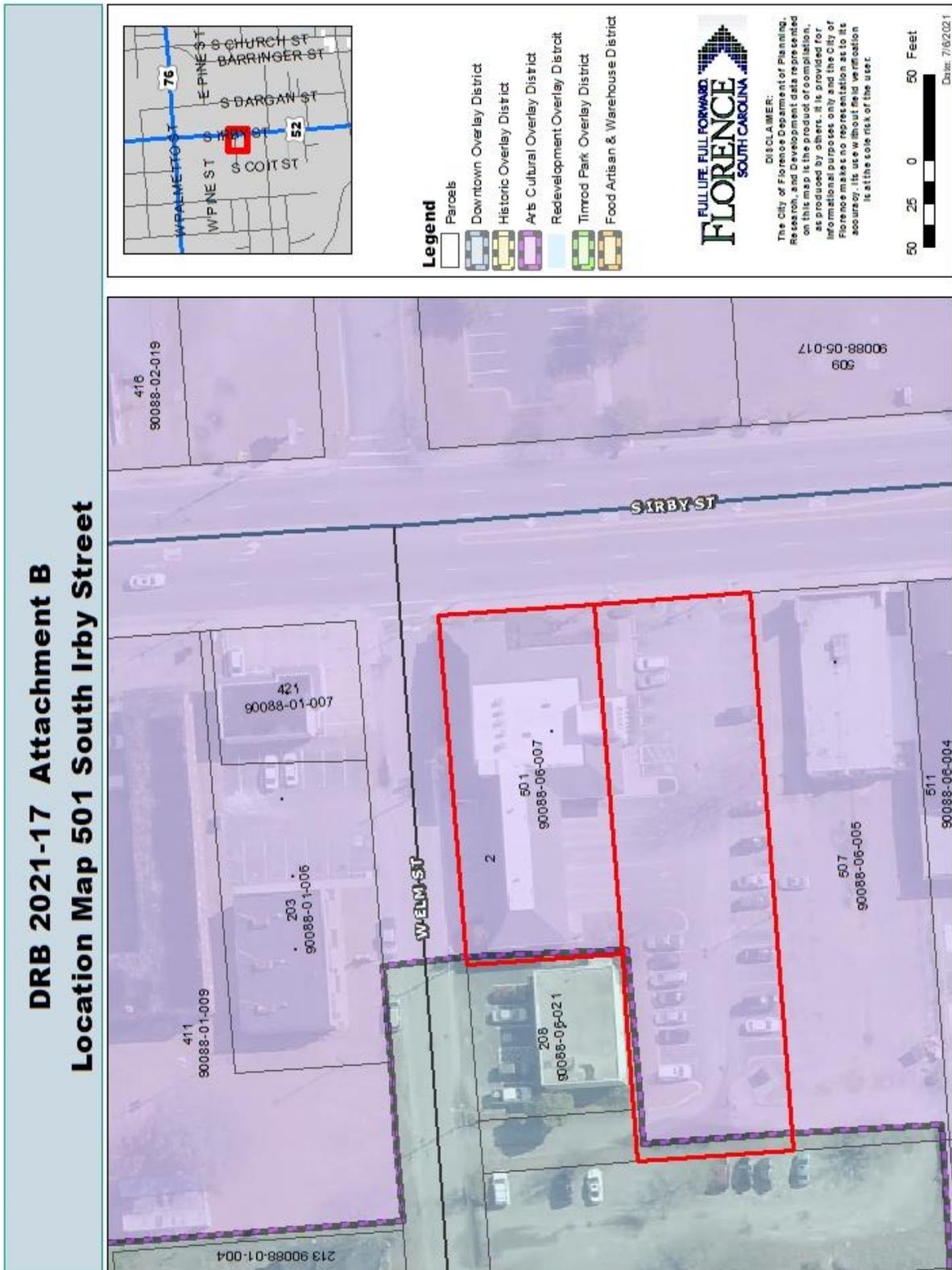
1. Consider only the evidence presented before the board during the public hearing.
2. Make findings of fact to apply the guidelines to the application presently before the board.
3. Based on the findings of fact, decide regarding the request on the application.

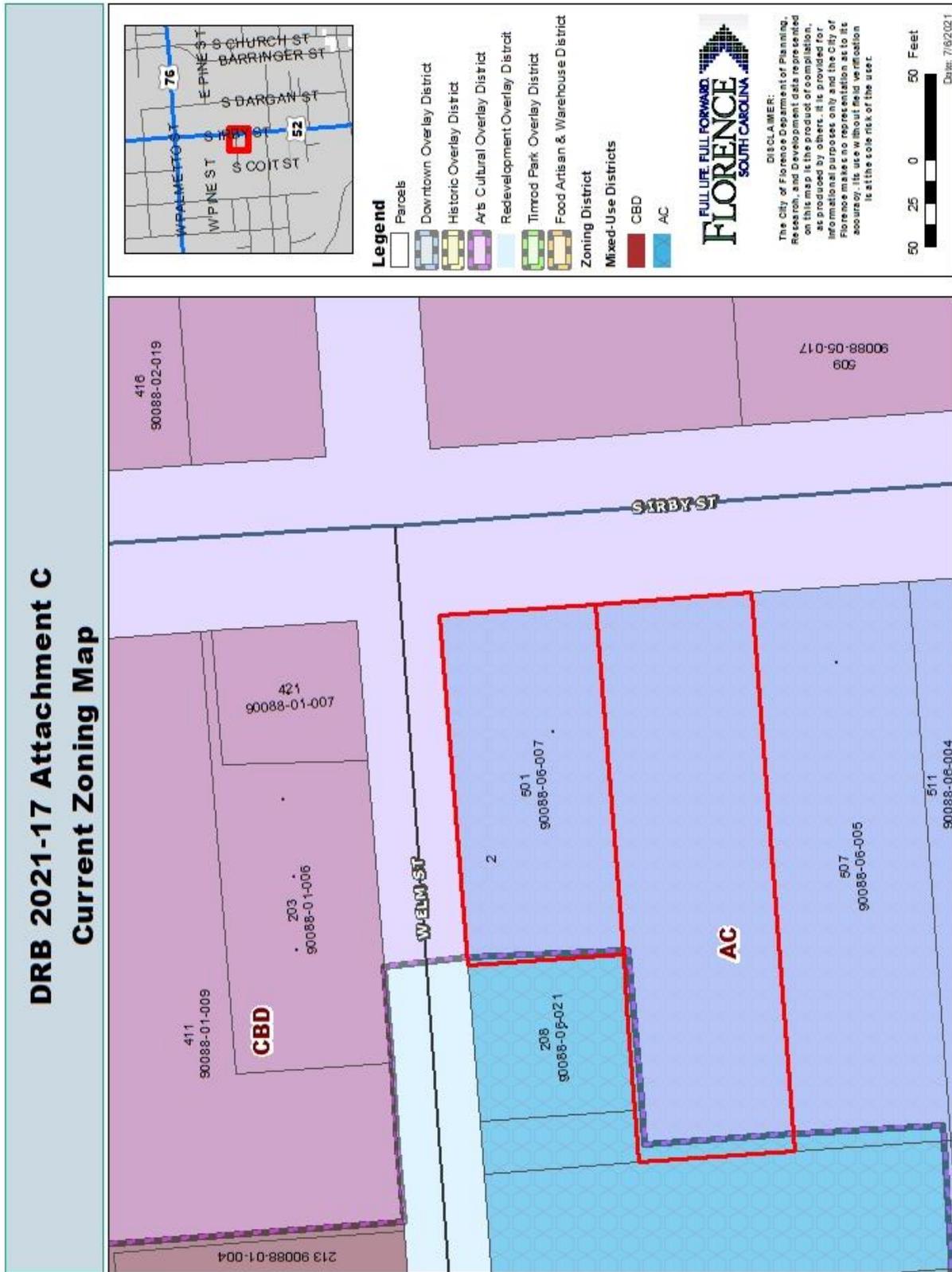
Attachments

- A. Vicinity Map
- B. Location Map
- C. Zoning Map
- D. Site Plan
- E. Site Photos

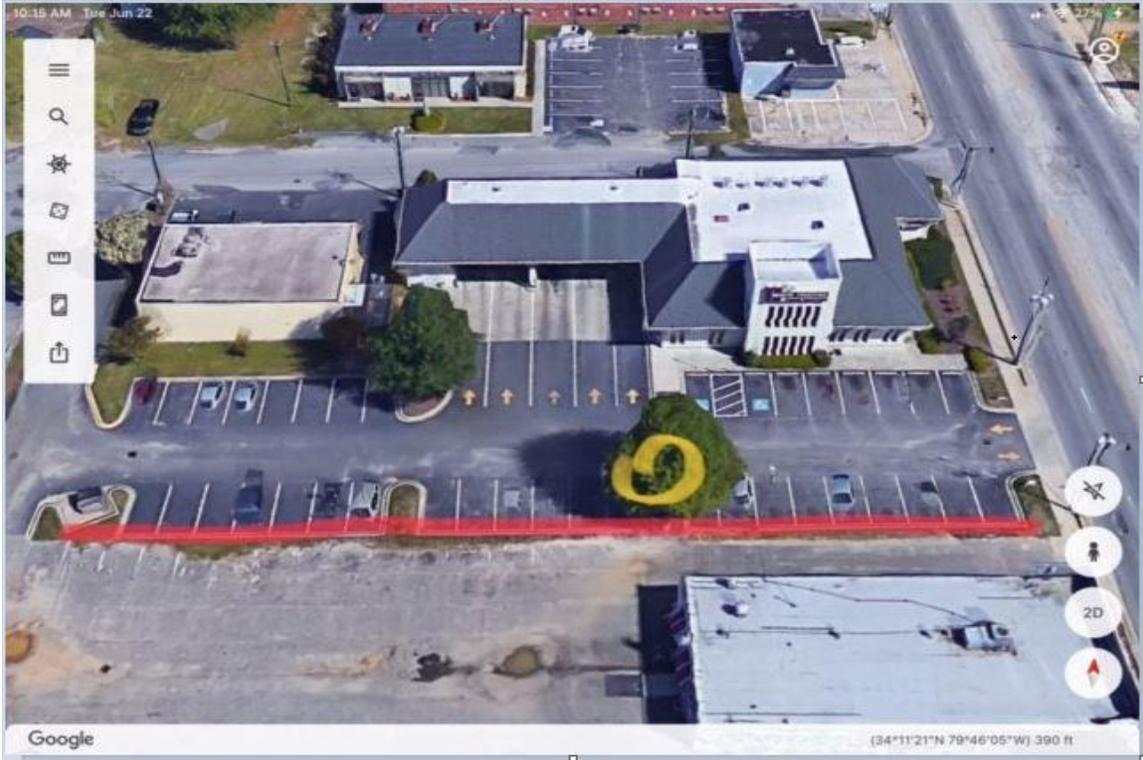


Attachment B: Location Map





Attachment D: Site Plan



(Red Denotes Fence Location; Yellow Denotes Tree to be Trimmed)



(Red Denotes Fence Location; Yellow Denotes Tree to be Trimmed)

Attachment E: Site Photos



East towards South Irby Street – Property Line Shared with 507 Live



East towards South Irby Street – Property Line Shared with 507 Live



Facing Northwest from 507 Live Entrance



Facing West towards South Coit Street – Location of Proposed Fence



Facing Southwest from SCFCU Entrance on South Irby Street

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

DATE: July 14, 2021

CASE NUMBER: DRB-2021-18

LOCATION: 151 West Evans Street

TAX MAP NUMBER: 90167-02-005

OWNER OF RECORD: BCN Holdings

APPLICANT: K. M. Rowland, LLC on behalf of Synergi Partners, Inc.

PROJECT DESCRIPTION: Construction of Canopy at Main Entrance to EmployReward Solutions/Synergi

OVERLAY DISTRICT: H-1 Historic Overlay District

Project Description

The applicant is seeking a Certificate of Appropriateness (COA) to construct an aluminum canopy at the main entrance at the rear of the building located at 151 West Evans Street, Tax Map Parcel 90167-02-005. The purpose of the canopy is to provide a protected entrance to the new Synergi offices. The proposal is for a flat canopy that is about 8 feet high, 12-1/2 feet deep, and 8 feet wide, constructed of aluminum and painted dark bronze.

Background Information

The tenant of the building, Synergi Partners, Inc., wants to provide a covered entrance to its offices. The main entrance is at the rear of the building, on Courthouse Square. Currently there are small canopies over the two entrances, but the applicant wants to construct a cover that is 8 feet wide and 12-1/2 feet deep between the sidewalk and the main entrance.

Staff Analysis

In considering the issue of appropriateness, the Design Review Board and the Downtown Planning Coordinator shall use the *Design Guidelines for Downtown Florence, South Carolina* prepared by Allison Platt & Associates and Hunter Interests Inc., as adopted by Florence City Council. These design principles should guide decision making regarding appropriate development:

1. Every reasonable effort should be made to preserve and enhance the historically significant elements of a building. ***The addition will not affect any historical elements of the building aside from the wall where it is attached.***
2. Architectural restoration, rather than renovation, is a preferred option when feasible. ***Not applicable.***
3. Qualities critical to overall design should be studied and retained when possible. ***Not applicable.***
4. Before replacing historic elements of a building, preservation and consolidation should be considered.

Not applicable.

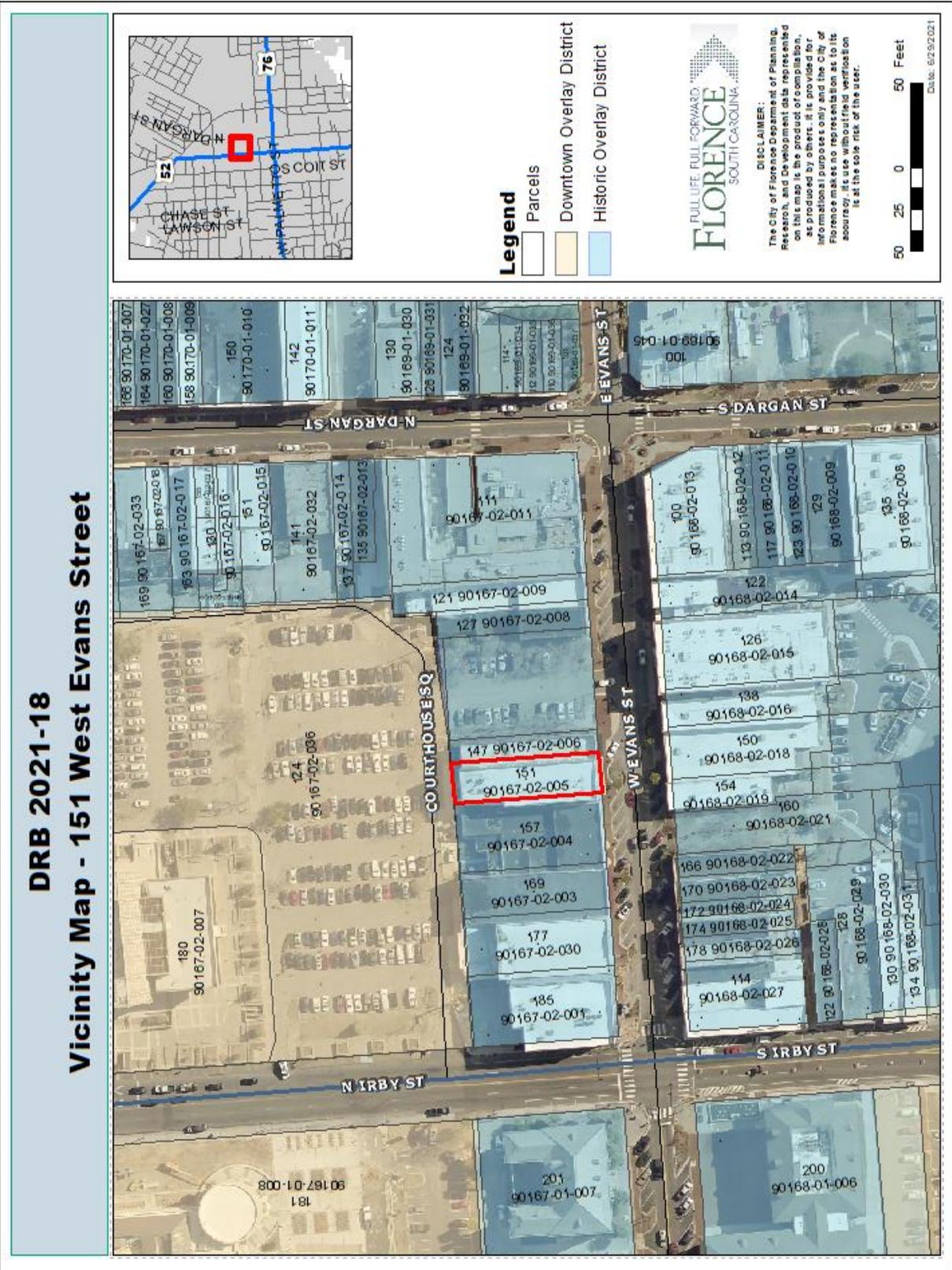
5. All additions and renovations to existing structures should complement the original or historic elements in terms of material, size, shape, and color. *The addition is an aluminum canopy with a dark bronze finish.*
6. New construction should be appropriate to the period and style of character of the district as a whole. *The canopy is constructed of aluminum with 4 inch square posts. It has a dark bronze finish.*
7. To avoid deterioration and possible loss, all elements, especially the historically significant elements, should be carefully maintained. Repairs should match in terms of materials, size, shape, and color. *Not applicable.*
8. Facade details such as cornice ornaments should not be covered to avoid the need for maintenance painting or refinishing. *Not applicable.*

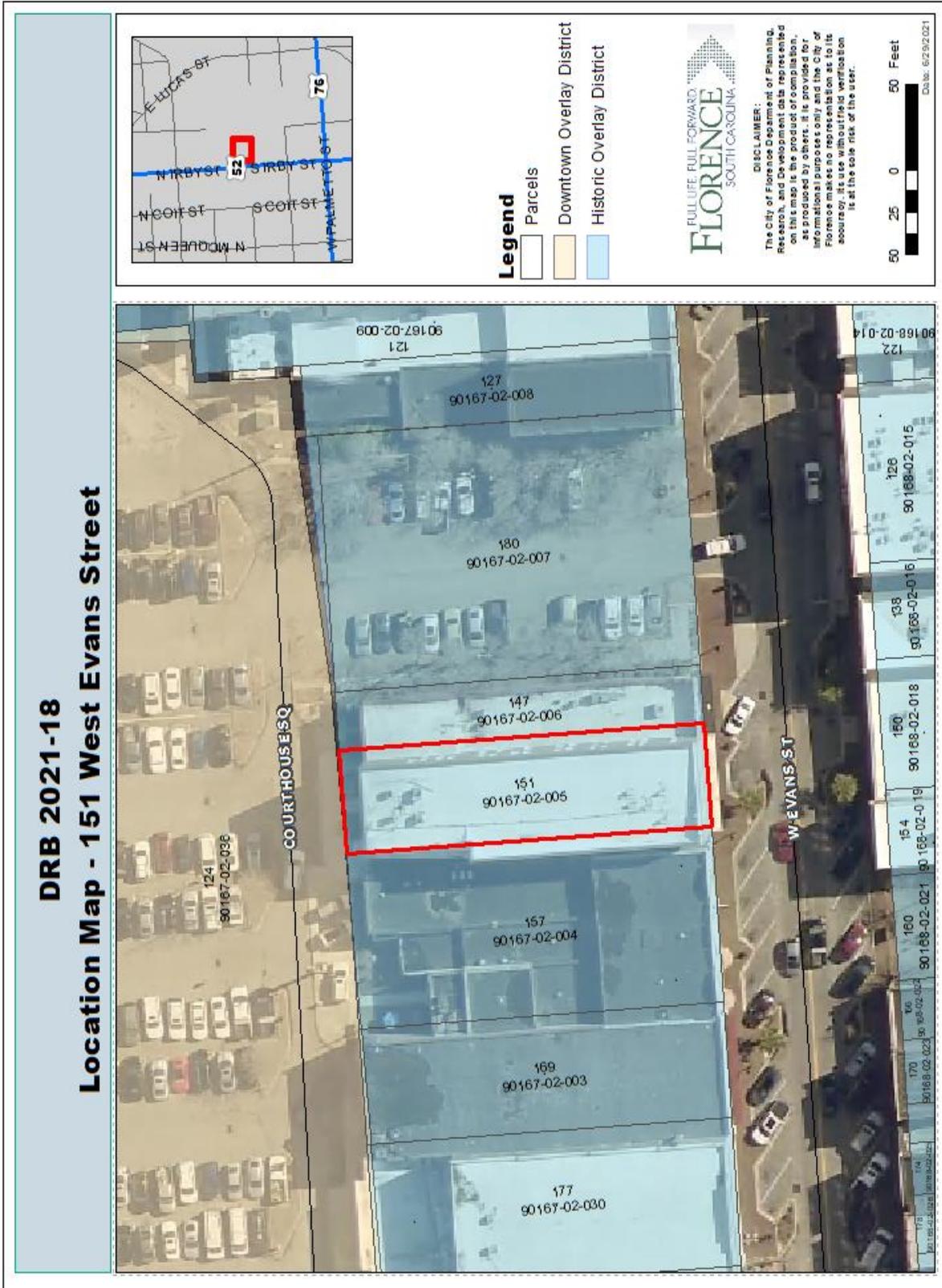
Board Action

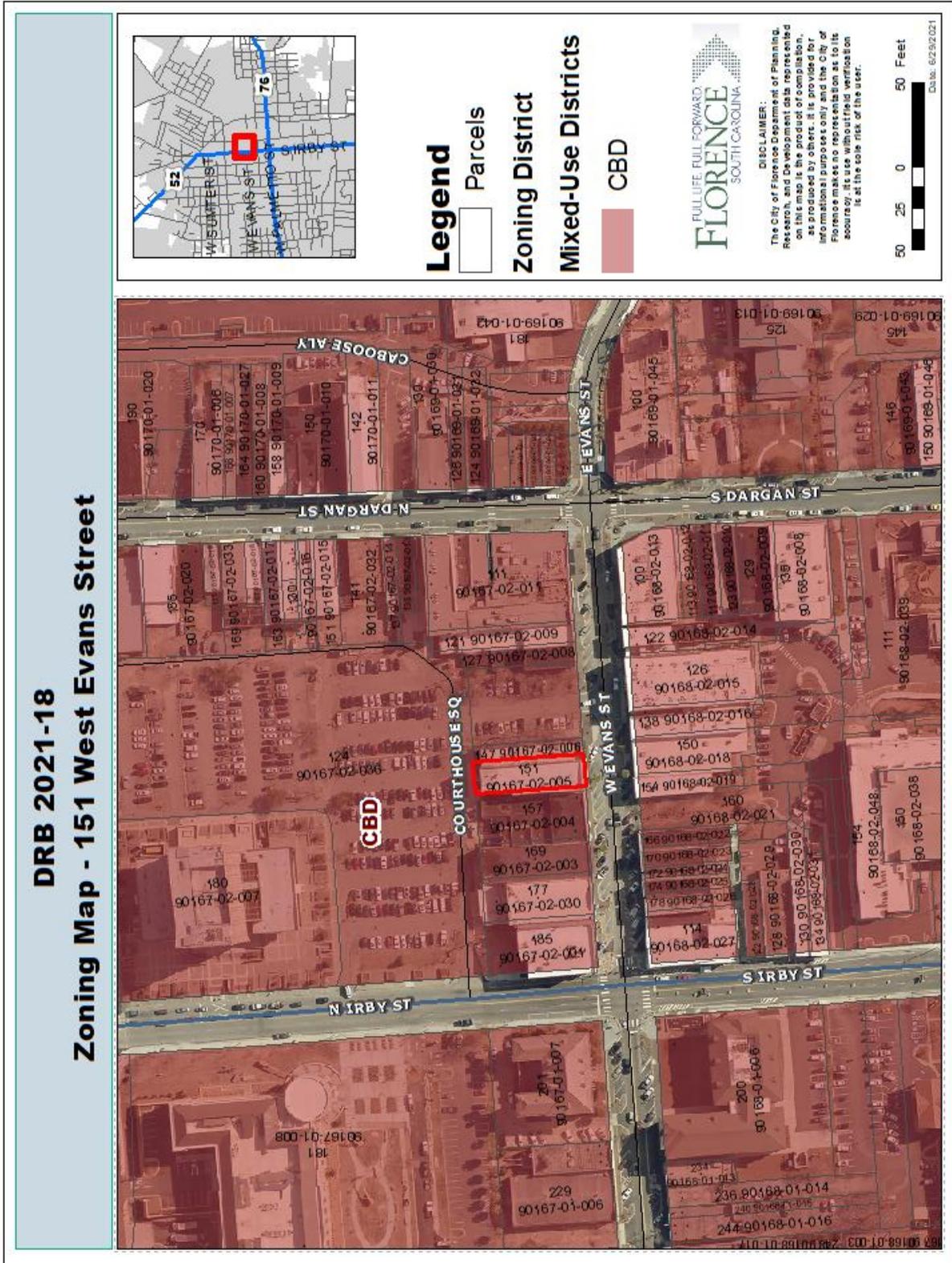
1. Consider only the evidence presented before the board during the public hearing.
2. Make findings of fact to apply the guidelines to the application presently before the board.
3. Based on the findings of fact, make a decision regarding the request on the application.

Attachments

- A. Vicinity Map
- B. Location Map
- C. Zoning Map
- D. Site Photos
- E. Proposed Renderings







Attachment D: Site Photos



Location of new canopy.



The secondary entrance.

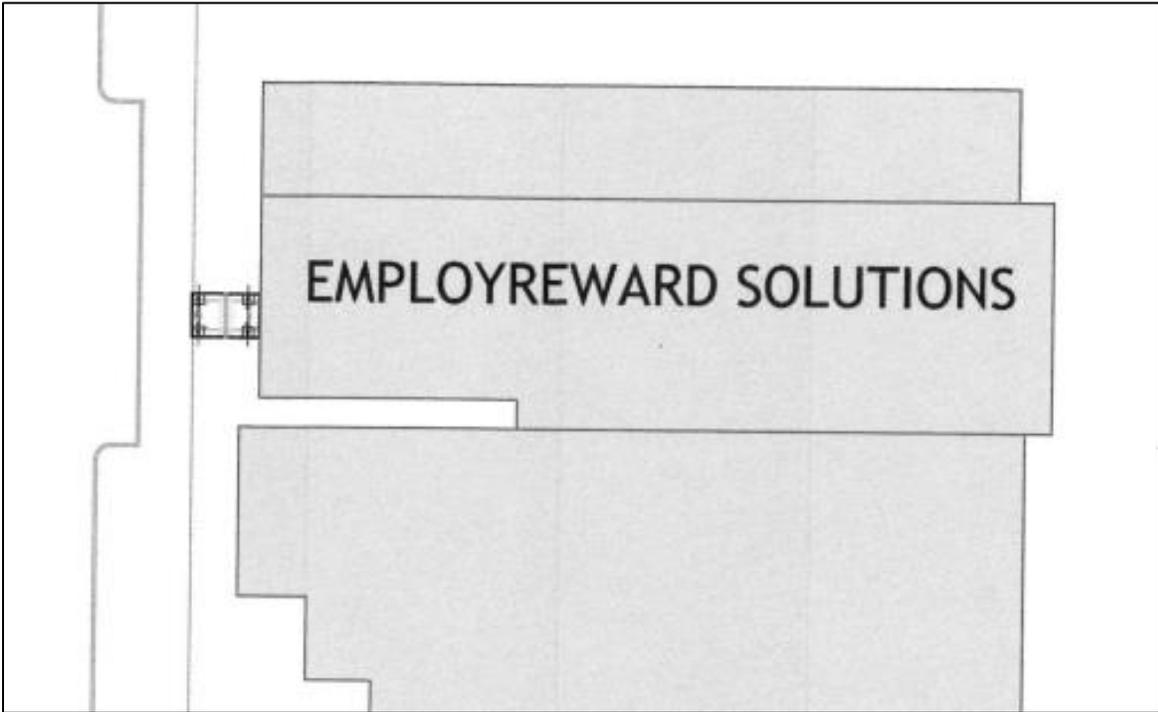


View to the left of the entrances.

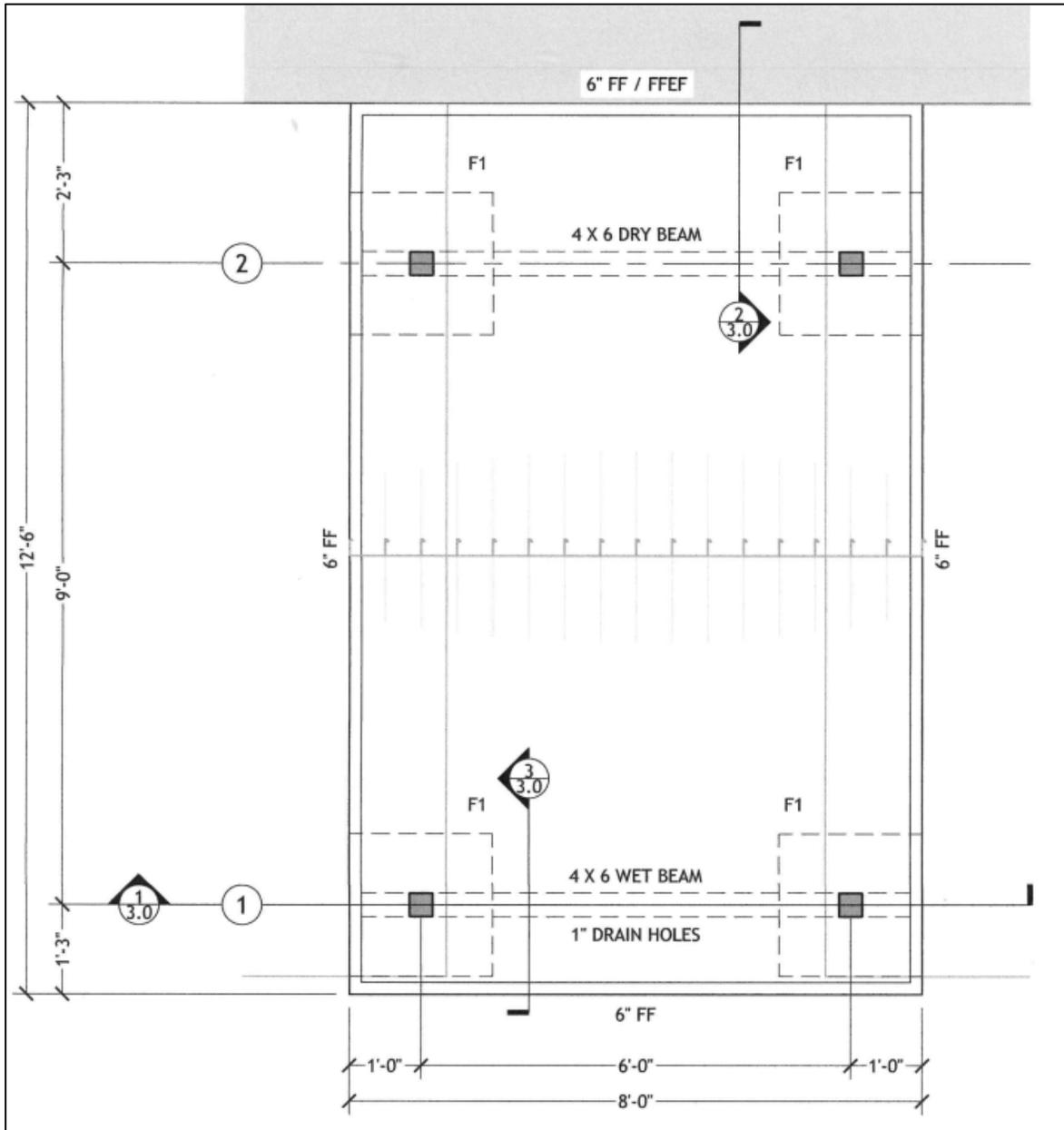


View to the right of the entrances.

Attachment E: Proposed Renderings and Site Plan



Location in relation to building.



Canopy details.



Example of finished canopy.