

Design Review Board

Official Agenda



AGENDA

N1

DESIGN REVIEW BOARD – NEIGHBORHOOD DESIGN PANEL

AGENDA

Regular Meeting

November 4th, 2021

3:00 PM

Meeting Location

The City of Greenville Design Review Board – Neighborhood Design Panel will hold an in-person Public Hearing for the following items on Thursday, November 4th at 3:00 PM at the Greenville Convention Center at #1 Exposition Drive. Those wishing to provide comment on an item may either provide written comment to staff or attend the in-person meeting.

Citizens may also view the meeting at the following web address:

[HTTPS://WWW.GREENVILLESC.GOV/1694/ONLINE-MEETINGS](https://www.greenvillesc.gov/1694/online-meetings)

1. **Call to Order**
2. **Roll Call**
3. **Welcome and Opening Remarks from the Chair**
4. **Approval of Minutes – October 5, 2021 Agenda Workshop, October 7, 2021 Regular Meeting**
5. **Call for Public Notice Affidavit from Applicants**

6. Acceptance of Agenda

7. Conflict of Interest Statement

8. None

9. New Business (public hearing)

A. CA 21-799

Application by **LUKE SIMS** for a **CERTIFICATE OF APPROPRIATENESS** to demolish existing garage and rebuild new at 305 Lloyd Street (TM# 0021000102400)

Documents:

[AGENDA PACKET 21-799 305 LLOYD.PDF](#)

N2

10. Other Business (Not a Public Hearing)

A. Staff Update on Current Planning Projects

B. 2022 Calendar

Documents:

[DRB 2022 - NEIGHBORHOOD PANEL CALENDAR - FINAL.PDF](#)

N3

11. Advice and Comment (Not a Public Hearing)

A. None

1. Informal Review (Not a Public Hearing)

A. None

2. Adjournment

You are invited to review documents relating to these applications before the public hearing. Application materials are posted online at <http://www.greenvillesc.gov/drj>. You may contact the Planning Office at (864) 467-4476 for more information. Application materials are subject to change.

You will have the opportunity to voice your comments at the public hearing. Each speaker is limited to 3 minutes. Repetitive statements should be avoided; individuals sharing similar concerns are encouraged to appoint a spokesperson to represent their group. Alternatively, you may submit written comments to: Planning & Development Office, PO Box 2207, Greenville, SC 29602, by fax at (864) 467-4510, or by email at planning@greenvillesc.gov.

Written comments must be received by 2PM Monday before the hearing in order to be given adequate time for consideration by the Board before the hearing. Comments received after 2PM Monday will be provided to the Board at the hearing. Please reference the application number and include your name and address on all correspondence. All comments will be made part of the public record.

In some cases the applicant may be required, as part of the application process, to hold a neighborhood meeting before the application is heard by the Board. Property owners within 500' of the application site would then be notified by mail. A property owner that directly abuts the proposed project or owners of 20% of parcels within 500' may also request a meeting. Contact the Planning and Development Office for further instructions.'

Procedure for Public Comment during Meeting

1. The Design Review Board Chair will read through each agenda item and call for a list of names who wish to speak during public comment. The public shall communicate directly with the Planning Staff Liaison if they wish to speak on the specific agenda item.
2. The Planning Staff Liaison will take a list of names, which will be called in order at the time of the specific agenda item, to provide public comment.
3. The Planning Staff Liaison will communicate directly with the public during the public portion of each item to provide comments on the specific agenda item.
4. Each member of the public shall provide their comments when their name is called by the Planning Staff Liaison.
5. Each member of the public will have 3 minutes to speak on the specific agenda item. When speaking:
 - Begin by clearly stating your name and address for the record. Please spell your name if it is prone to be misspelled. The 3-minute timer will start after you provide this information.
 - Please do not repeat information already presented by someone else and avoid off-topic statements. Those who wish to share similar concerns are encouraged to appoint a spokesperson to speak on behalf of the group.
 - Direct all comments and questions to the chairperson, who will respond or direct the question to the appropriate party for response.
6. The Planning Staff Liaison will continue through the list of names until all members of the public who wished to speak on the specific agenda item have had an opportunity.
7. Once all names are called and public comment provided, the public portion for that specific agenda item will be closed.



**Planning Staff Report to
Design Review Board - Neighborhood
October 22, 2021**
for the November 4, 2021 Public Hearing

Docket Number: CA 21-799
Applicant: Luke Sims
Property Owner: This Company LLC/Vessica Fry
Property Location: 305 Lloyd Street
Tax Map Number: 002100-01-02400
Zoning: R-6, Single-Family Residential District; Hampton-Pinckney POD
Proposal: **CERTIFICATE OF APPROPRIATENESS FOR SHED
DEMOLITION AND RECONSTRUCTION**
Staff Recommendation: **Approve with Conditions**

Applicable Sections of the City of Greenville Code of Ordinances:

Sec. 19-2.3.8 Certificate of Appropriateness
Sec. 19-6.9 Single-family residential infill standards

Background:

The applicant seeks to demolish an existing 10 ft X 26 ft shed structure and build a new garage of similar design. The property is zoned R-6, Single-Family Residential District, and is located within the Hampton-Pinckney Preservation Overlay District and the National Historic Register District. According to the City's historical survey card for the property, this home was constructed c.1900. The structure is listed as contributing to the National Register.

Application Request:

As proposed, the modifications and additions to the property include:

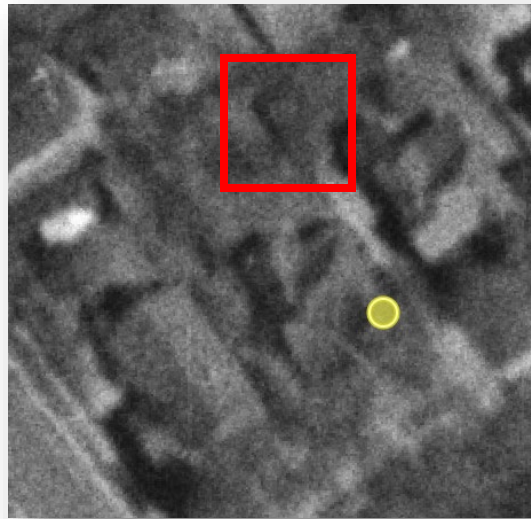
- Demolish existing shed/garage and build new single-car garage of similar design.

Staff Analysis:

Garage/Shed Demolition

The applicant proposes to demolish an existing shed/garage and to build a new single-car garage of similar design within the existing footprint.

Staff notes that the current garage, though not noted in the City's historic resources list, appears to be of historic age. The current garage structure does appear in the City's 1955 aerials:



1955 Aerial

Due to the age of the existing shed, HR.25 removal of the structure requires the applicant to provide a technical report from an architect or engineer to the DRB for review and consideration as part of a demolition request. This report has been provided by REI Royal Engineering, Inc. and does recommend replacement rather than repair.

“Based on our observations and review of the existing structure, it is our opinion that the Storage Shed has too many structural issues to be effectively repaired and reinforced for the proposed detached Garage in a cost effective manner. Considering the amount of demolition, re-building, and reinforcement of the existing structure to achieve the desired end result of a detached Garage, it our recommendation to demolish the entire shed and build a new detached Garage that will be IRC code compliant.” REI Royal Engineering, Inc.

Garage/Shed Design

Staff finds the size and mass of the new garage design to be consistent with the main home and Design Guidelines AR.14, *Outbuildings*. Detailing and material is in concert with the main home renovations.

The applicant held a neighborhood meeting on Tuesday, October 26th and was attended by about half a dozen people. Notes from that meeting are in the packet.

Staff Recommendation:

Staff recommends approval with the following conditions:

1. Per the recent Section 19-1.11 LMO Text Amendment, an Affidavit of Substantial Compliance must be signed and notarized by the property owner prior to the issuance of the Certificate of Conformity.
2. This CA is considered a specific site development plan. As such, the CA issued for this project shall be subject to Land Management Ordinance Section 19-2.2.14 *Lapse of approval/vested rights* and the Vested Rights Act, Article 11, of Chapter 29, Title 6, of the Code of Laws of South Carolina, 1976 (S.C. Code §§ 6-29-1510 et seq.). The CA shall be valid for a period of two years from the date of approval by the Board. The Vested Right shall be granted up to five annual extensions upon a written request for an extension that must be received from the applicant at least sixty (60) days before expiration, unless any change or amendment to the land development ordinance or regulations of the City of Greenville's Code of Ordinances were to be amended that would no longer allow execution of the site-specific development plan. At any time during the two-year period or any subsequent Vested Rights extensions, the applicant may be granted a building permit from the City Building Official. Should the CA expire at any time prior to the application for a building permit, such permit shall not be issued until a current CA is provided.

Applicable design guidelines follow below.

HR.1 Original architectural details should be preserved in place whenever feasible.

- A. Avoid Removing or altering any significant architectural detail.
- B. Avoid adding elements or details that were not part of the original building.
- C. Protect and maintain significant stylistic elements.
- D. All wood surfaces should be painted.

HR.25 A building should not be demolished.

- A. A prerequisite for any demolition of an historic building should be a documentation of economic hardship.
- B. If a request for demolition is based on structural instability or deterioration, a technical report prepared by an architect or professional engineer should be submitted.
- C. An application for demolition should be accompanied by a complete plan for a new development proposed on the site.
- D. When, in the interest of public safety, the removal of part of a building or complex is required, the DPC may allow limited removal of structurally unsound construction.
- E. Demolition may be allowed when a building has lost its integrity of design, and its removal would result in a more positive effect on the district.

HR.21 Some additions may have developed significance in their own right and should be preserved.

- A. Preserve an older addition that has achieved significance in its own right.
- B. A more recent addition that is not historically significant may be removed.

AR.14 A new outbuilding should be subordinate to the primary structure on a site.

- A. Locate an outbuilding to the rear of a lot.
- B. Construct an outbuilding that is subordinate in size and character with the primary structure.
- C. An outbuilding should be similar in character to those seen traditionally.
- D. Maintain the simple detailing found on outbuildings.



APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

Contact Planning & Development (864) 467-4476

Office Use Only:

Application# _____ Fees Paid _____
Date Received _____ Accepted By _____
Date Complete _____ App Deny Conditions _____

APPLICANT/OWNER INFORMATION

*Indicates Required Field

	APPLICANT	PROPERTY OWNER
*Name:	Luke Sims	This Company / Jessica Fry
*Title:	Architect	Owner
*Address:	53 Endel St, Greenville	135 Jim Joe Road, Seneca
*State:	South Carolina	South Carolina
*Zip:	29611	29678
*Phone:	864.395.2848	864-214-5322
*Email:	luke.sims@gmail.com	thiscompanyemail@gmail.co

m

PROPERTY INFORMATION

*STREET ADDRESS 305 Lloyd Street, Greenville, SC 29601

*TAX MAP #(S) 0021000102400

*PRESERVATION DISTRICT/SPECIAL DISTRICT Hampton Pickney

*ARE THERE EXISTING STRUCTURES ON THE PROPERTY? ☒ Yes ☐ No

DESCRIPTION OF REQUEST

*SELECT APPLICATION TYPE: ☐ CA Neighborhood New ☒ CA Neighborhood Modification (☒ Major/☐ Minor)
☐ CA Urban New ☐ CA Urban Modification (☐ Major/☐ Minor)
☐ CAS Staff New (☐ Major/☐ Minor) **please see item D. for description*
☐ CAS Staff Modification
☐ Informal Review

*ORIGINAL APPLICATION # (put N/A if new application) _____

To include: scope of project and response to specific guidelines and special conditions.

Demolition of an existing garage shed in disrepair & construction of a single car garage of similar scale in same location.

INSTRUCTIONS

1. All applications and fees (made payable to the City of Greenville) for Certificate of Appropriateness must be received by the planning and development office no later than 2:00 pm of the date reflected on the attached schedule.

A. URBAN DESIGN PANEL	\$300.00, <i>site plan review</i>
	\$300.00, <i>architectural review</i>
B. SIGNS	\$150.00
C. NEIGHBORHOOD DESIGN PANEL	\$150.00
D. APPLICATION FOR STAFF REVIEW	
<u>Major</u> : All site development activity, roof gardens, decks, or accessory structures; or any project that requires consultation with a member of the DRB.	\$100.00
<u>Minor</u> : Color change; replacement of windows/doors; additions, deletions or replacement of awnings; re-roofing; and projects that do not involve structural alterations, increase/decrease in window/door area or removal of architectural features. Also, parking lots, service enclosures, exterior lighting and additions to building that do not exceed 25% of existing building footprint, except the West End Preservation Overlay District.	\$50.00
E. MODIFICATION TO AN APPROVED PROJECT	
Major (requires review by DRB)	½ Original Fee
Minor (requires review by staff)	\$50.00
F. INFORMAL REVIEW	\$50.00

2. The staff will review the application for “sufficiency” pursuant to Section 19-2.2.6, Determination of Sufficiency and will contact the applicant to correct any deficiencies which must be corrected prior to placing the application on the Design Review Board agenda.

3. **Public Notice Requirements.** Certificate of Appropriateness applications require a design review board public hearing. The applicant is responsible for sign posting the subject property at least 15 days (but no more than 18 days) prior to the scheduled design review board hearing date.

(To be filled out at time of application submittal)

_____ Public Hearing signs are acknowledged as received by the applicant

***APPLICANT SIGNATURE** _____

1. You must attach one (1) complete set of scaled drawings of the property at an appropriate scale such as 1”=20’ or ¼” = 1’, etc. Although construction drawings are not required, applicants for final approval should be able to provide construction drawings at the Design Review Board’s (DRB) request. The Board may request additional information at any time to fully understand the proposal. Items submitted to the Board become the property of the City and will not be returned.

SITE PLAN REVIEW

- Site Plan Drawings (indicating footprint of existing buildings, proposed building, proposed exterior elements, demolition of existing site features, floor plan, proposed exterior equipment, etc.).
- Massing Studies and Images (images shall be high resolution and should depict adjacent building, proposed building massing from various viewpoints, initial architectural details, photos of surroundings to review context, etc.).

- Model (physical or digital model that includes the surrounding context with massing only, no texture or articulation is required). **The contextual model for the DRB boundary can be downloaded here: <https://greenvillesc.gov/364/Access-GIS-Data>, and is provided as a .skp file. Data is updated monthly.**

ARCHITECTURAL REVIEW

- Elevation Drawings of all Exterior Sides (indicate proposed materials, existing grade and proposed grade, proposed mechanical equipment, outdoor lighting fixtures, landscape drawings, design and location of signage, removal of existing building elements, addition to existing building, a streetscape elevation of building adjacent to and across the street from the site, including the proposed building).
- Sections (include vertical dimensions in feet, building sections where significant changes occur in building volume, wall section for review of material relationships).
- Detail Drawings (include material and methods of each type of construction affecting the exterior appearance of the structure, samples, brochures and photographs of all exterior finishes, windows, fixtures, lighting and signage).
- Renderings (include perspective drawings, including views from pedestrian and public realm).
- Model (physical or digital model that includes the surrounding context and should include accurate scale, architectural detail to the extent that it describes the design intent, proposed textures and proposed signage).

For more detail on these submittal requirements, please refer to the **Greenville Downtown Design Guidelines**, adopted May 2017.

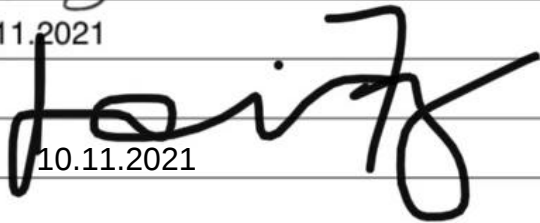
Please verify that all required information is reflected on the plan(s). Please submit one (1) paper copy and one (1) electronic version of the plan(s).

4. **Please read carefully:** The applicant and property owner affirm that all information submitted with this application; including any/all supplemental information is true and correct to the best of their knowledge and they have provided full disclosure of the relevant facts.

In addition the applicant affirms that the applicant or someone acting on the applicant's behalf has made a reasonable effort to determine whether a deed or other document places one or more restrictions on the property that preclude or impede the intended use and has found no record of such a restriction.

If the planning office by separate inquiry determines that such a restriction exists, it shall notify the applicant. If the applicant does not withdraw or modify the application in a timely manner, or act to have the restriction terminated or waived, then the planning office will indicate in its report to the planning commission that granting the requested change would not likely result in the benefit the applicant seeks.

To that end, the applicant hereby affirms that the tract or parcel of land subject of the attached application is ___ or is not X restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the requested activity.

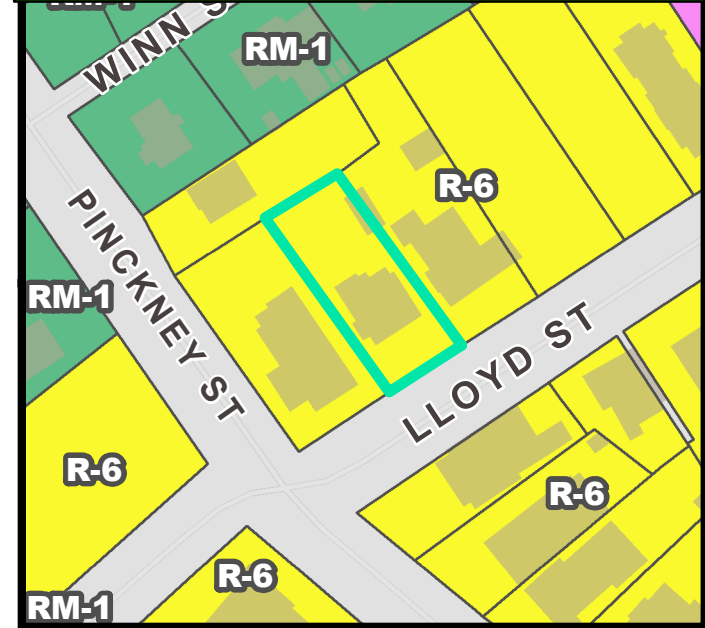
*Signatures	
Applicant	
Date	10.11.2021
Property Owner/Authorized Agent	
Date	10.11.2021
Public Hearing information	
Public Hearing signs	

21-799 • 305 LLOYD STREET

AERIAL VIEW



CURRENT ZONING



FUTURE LAND USE

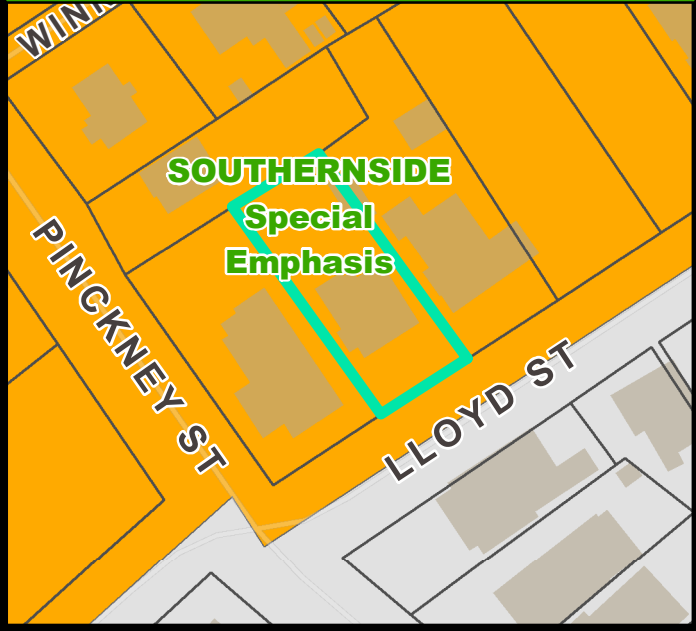


21-799 • 305 LLYOD STREET

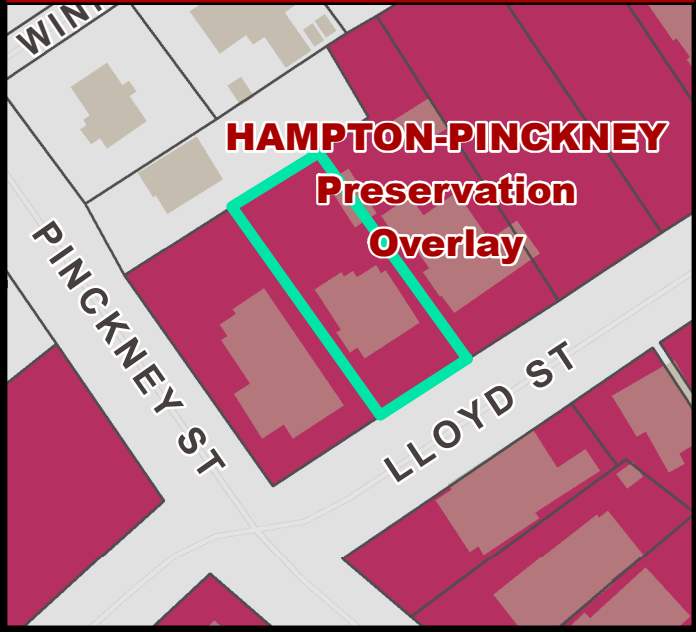
NATURAL / ENVIRONMENTAL FEATURES



SPECIAL EMPHASIS NEIGHBORHOODS



PRESERVATION OVERLAYS



October 12, 2021

Mr. Luke Sims

Greenville, SC
Luke.sims@gmail.com

RE: Residence
305 Lloyd Street
Greenville, SC
REI #21-270

Mr. Sims:

A site visit was made on September 28, 2021, to visually inspect structural concerns with a detached Storage Shed at the referenced house. Based on this inspection, the following observations, comments, and recommendations are offered:

OBSERVATIONS

1. The detached Shed is located at the right rear corner of the property at the referenced address. The 10 ft x 26 ft structure is wood framed with a metal roof (see photo #1). It is our understanding that you had originally planned to convert the Shed into a detached Garage.
2. Our observations regarding concerns with the present structure are as follows:
 - a. Water damage was observed throughout most of the structure in the walls and roof framing (see photo #2).
 - b. We did not excavate around the base of the shed, but a proper footing for the structure could not be observed.
 - c. The Shed walls leaning to one side appear to have failed structurally. The roof framing has a severe deflection in the framing (see photo #3).
 - d. From the exterior appearance of the structure, it is obvious that this Shed has not been properly maintained for several years (see photo #4).

COMMENTS & RECOMMENDATIONS

Based on our observations and review of the existing structure, it is our opinion that the Storage Shed has too many structural issues to be effectively repaired and reinforced for the proposed detached Garage in a cost effective manner. Considering the amount of demolition, re-building, and reinforcement of the existing structure to achieve the desired end result of a detached Garage, it is our recommendation to demolish the entire shed and build a new detached Garage that will be IRC code compliant.

Please contact us if you have any questions regarding this report.

Sincerely,



Drew Clark E.I.T.



Bruce Royal P.E.

attachments





PHOTO #1



PHOTO #2

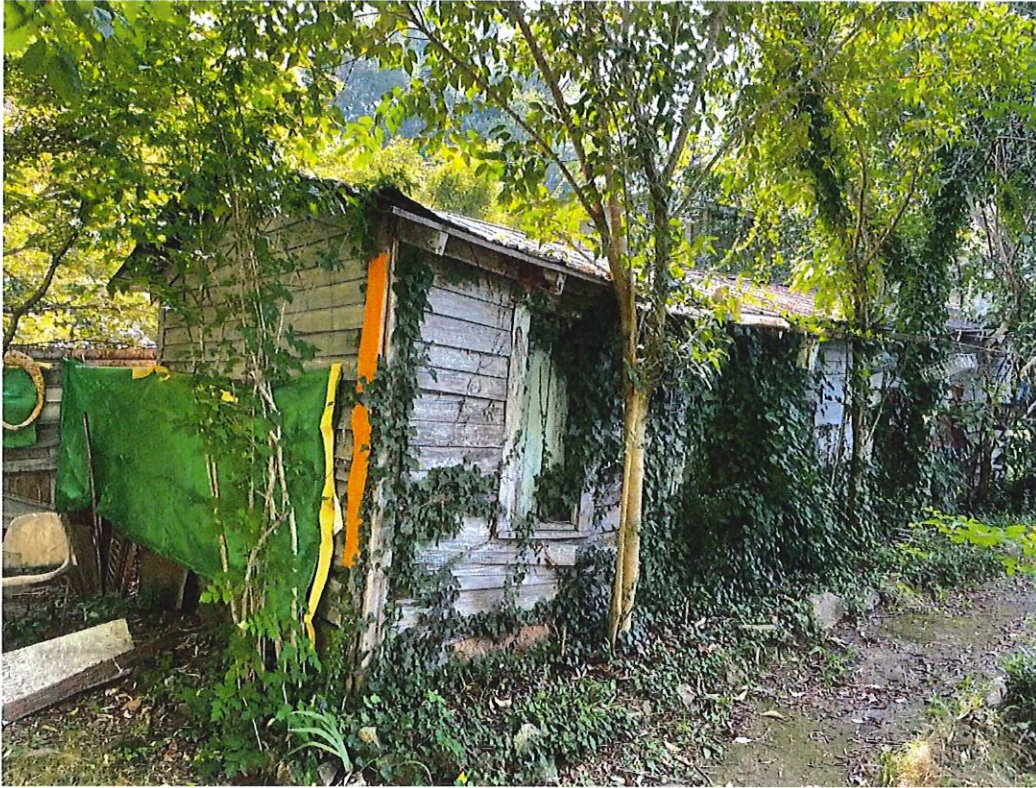


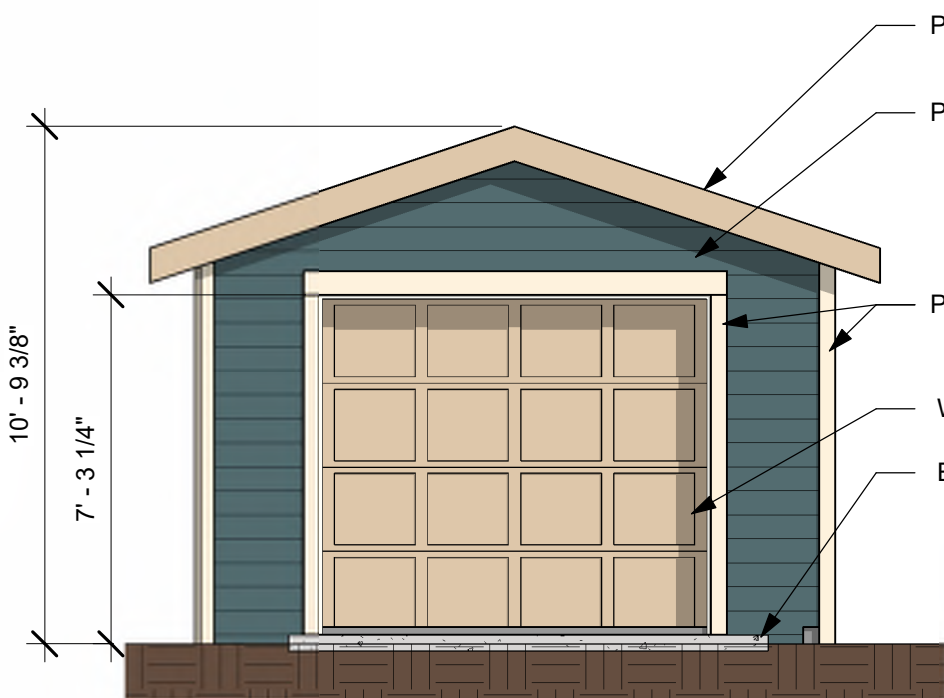
PHOTO #3



PHOTO #4



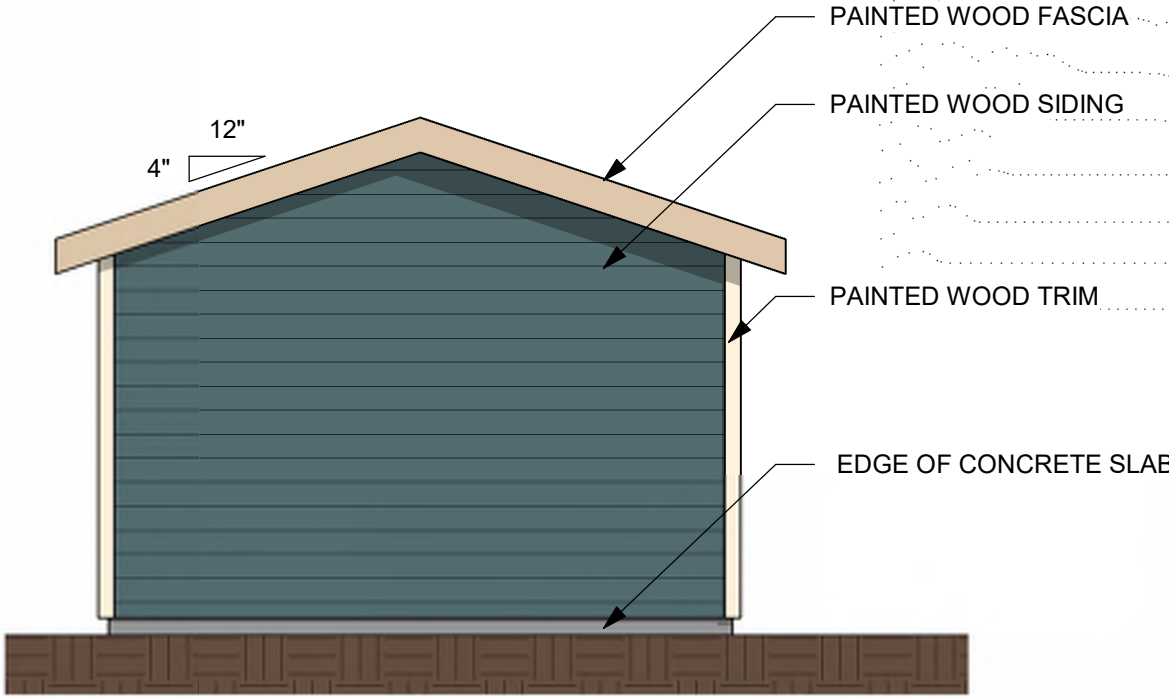
EXISTING CONDITIONS



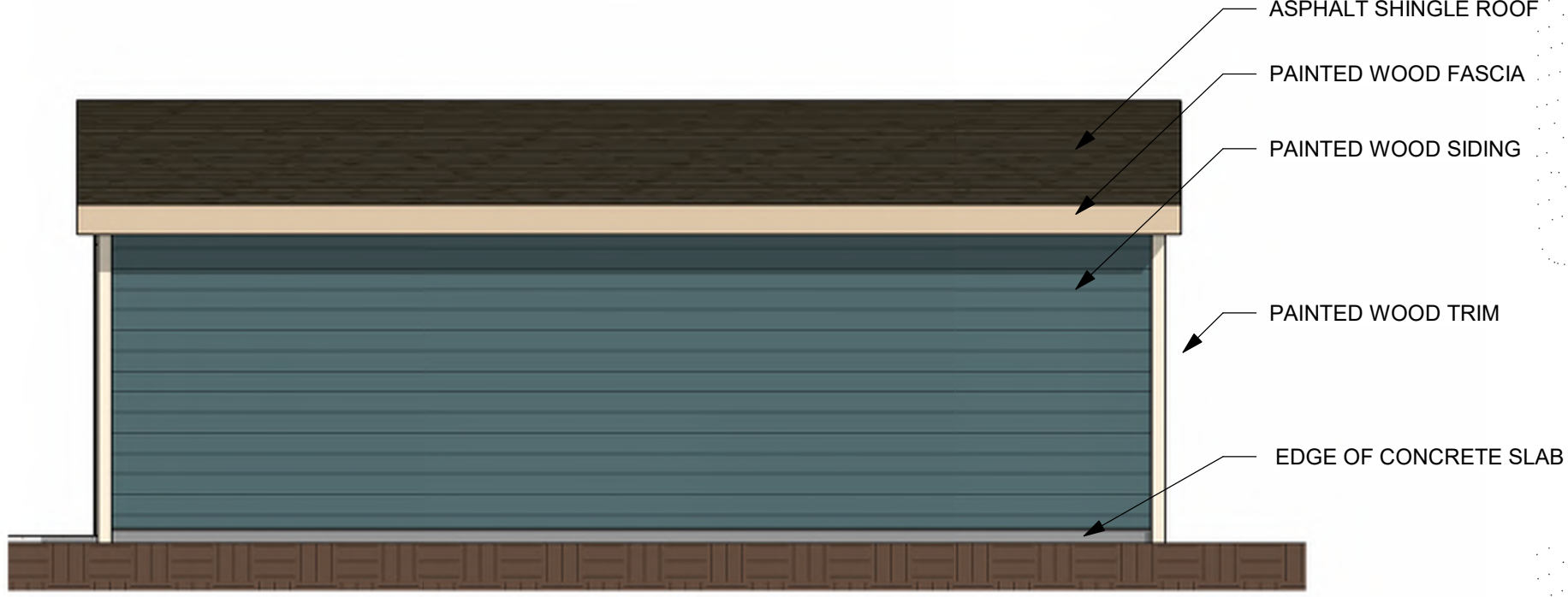
1 GARAGE ELEVATION - SOUTH
1/4" = 1'-0"



2 GARAGE ELEVATION - WEST
1/4" = 1'-0"



3 GARAGE ELEVATION - NORTH
1/4" = 1'-0"

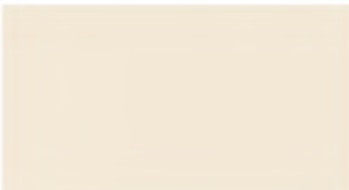


4 GARAGE ELEVATION - EAST
1/4" = 1'-0"

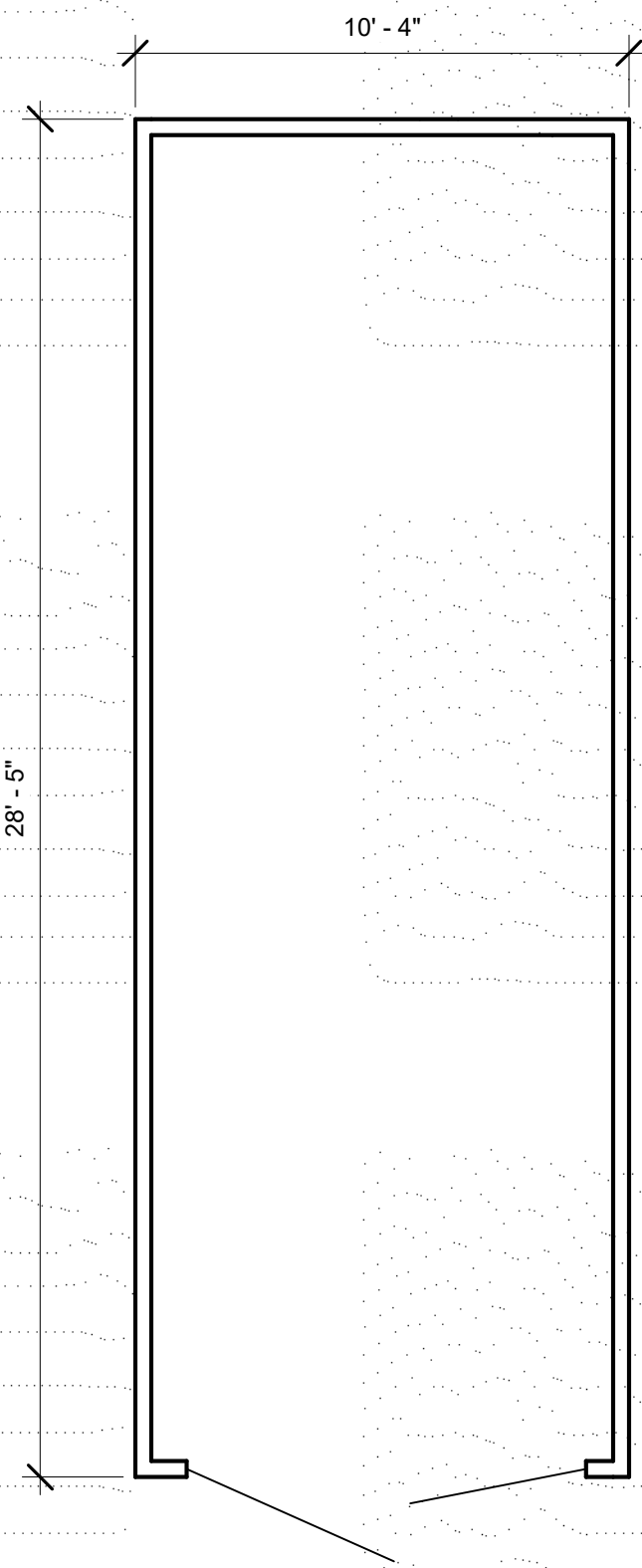
NEW EXTERIOR PAINT COLORS



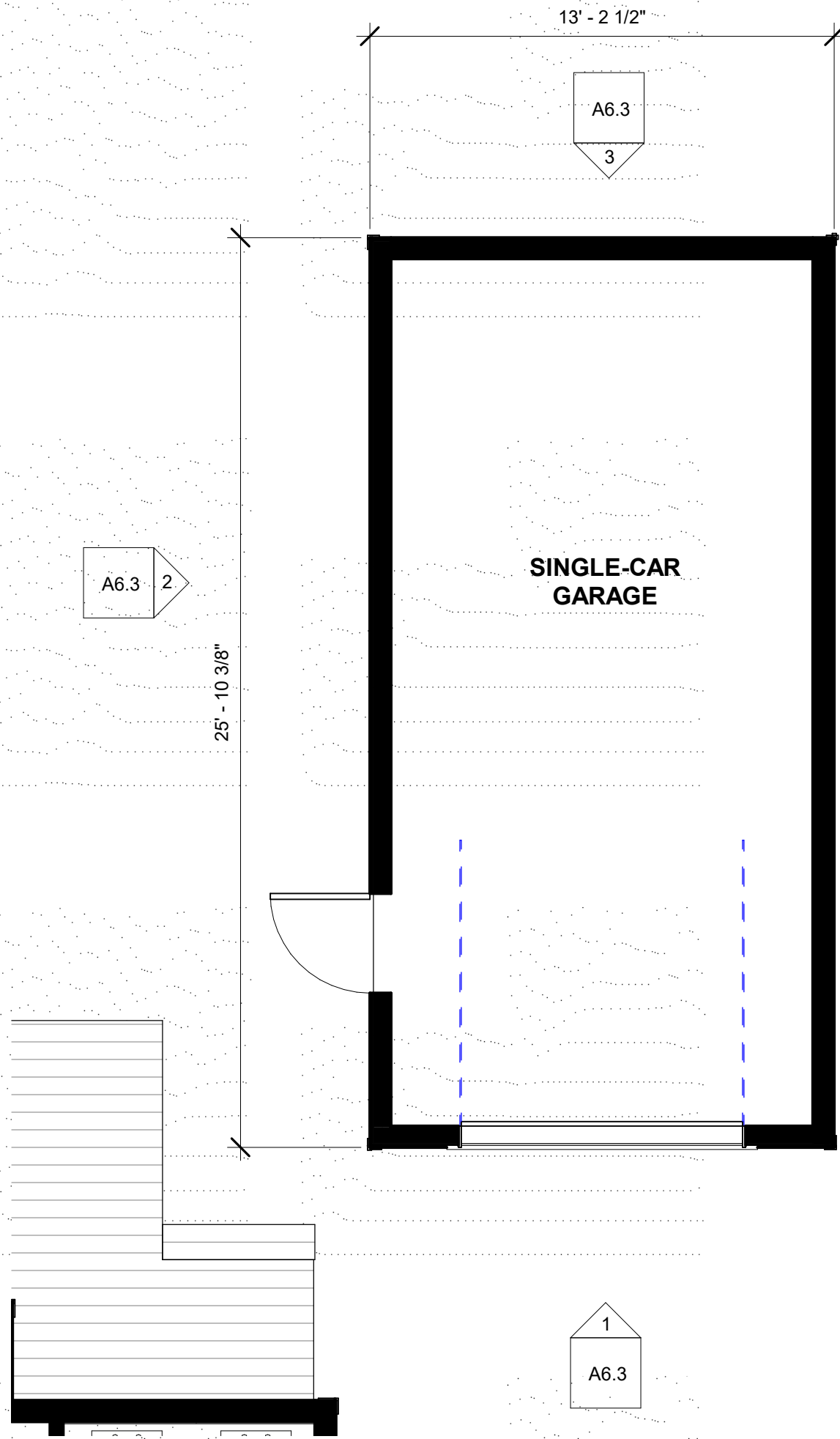
BODY: IRON CREEK



TRIM: SALT BOX



5 EXISTING GARAGE FLOOR PLAN
1/4" = 1'-0"



6 GARAGE NEW CONSTRUCTION
1/4" = 1'-0"

No.	Description	Date
A	DRB REVIEW SET	2021.10.03

305 Lloyd Street Shed Replacement & Window Review Neighborhood Meeting

October 26th, 2021

6:00

Attendees:

- Travis Seward
- Robert Benedict
- Lola Vinson
- Wade Cleveland
- Sara Dellinger
- Jeff Tiddy
- Tracy Tiddy
- Edward Kinney
- Luke Sims

1. Introductions
2. Request to record meeting.
3. Structural report review.
 - a. Has not be properly maintained throughout the years & recommend demolition.
4. Garage Discussion
 - a. Benedict questioned what if the DRB reviewed what the shed materials were. Sims answered with, "Since the structural report was not part of the previous package, the specific shed materials were not discussed. However, they are similar to the house, which was discussed."
 - b. Wade Cleveland asked, "What period or architectural style were you trying to capture with the house design & the garage?" Sims answered explaining that the house was trying to pick up on Craftsman-style detailing seen in the neighborhood, while the garage is simply a utilitarian approach, similar to the current shed. Cleveland stated that the
 - c. Travis Seward asked if the shed was referenced in the
 - i. Garages need to be historical accurate or in conjunction with the style of the house. Stated that the 305 Hampton (sic.) Ave. was circa 1900. Weatherboard, polygonal bay with pitch roof & flanking side porch. Stated that the house next door was originally built around the same time, but renovation was completed when Craftsman style was popular, 1930s.
 - ii. Stated that the front gable of the house is not Craftsman but needs to be Victorian & Queen Anne. Therefore, the garage would need to match a Victorian & Queen Anne style.
 1. Sims responded that he would discuss options with the City. Since the house as currently designed adopted Craftsman-style columns, he's unsure how the garage would change.
 - iii. Seward stated that it seemed strange that a quant shed was being converted to a garage.
 - iv. Benedict interjected that the main characteristics were the pitch of the roof & the doors selected. The doors currently selected do not meet a Queen Ann or Craftsman style door. Takes no issue with the overall shell of the proposed garage. Benedict also visited the shed & agrees that there's not much hope for keeping the existing building but would like to see what rebuilt us appropriate doors.

- v. Tiddy commented that the doors in the Clo-Play doors submitted in DRB packet are more appropriate than the ones included in the drawing packet. Sims stated that the one shown in the graphical packet did not accurately represent the door model & style selected.
 - 1. Benedict stated that traditionally garages of the era would not have doors, but due to security, a door is required now.
- 5. Window discussion
 - a. Sims present each window and stated concerns of water and termite damage. Missing or broken sashes are also a concern.
 - b. Contractor's estimate to repair (if possible) versus replace window:
 - i. Repair (if possible) = Approximately \$1,400/window + \$100 removal & storage.
 - 1. Total Cost = \$1,500 X 12 = \$18,000
 - ii. Replace = Approximately \$450/window + \$100 installation.
 - 1. Total Cost = \$550 X 12 = \$6,600
 - c. Tiddy stated that additional detail is needed for the Unreasonable Hardship form. Stating that the unreasonable conditions that differ from other properties dealing with the same situation in the neighborhood. Cost alone is not significant enough replace the windows.
 - i. Lead paint is not a reason to demolish them.
 - ii. Could possibly relocate a salvageable
 - d. Benedict referenced the Department of Interior direction to Retain & Repair windows before replacing.
 - i. Benedict also commented on how strange it was for a Queen Anne cottage to not have a window in the center of the gable. Sims agreed & stated that he would look again now that interior plaster has been removed.
 - ii. Benedict offered to send Sims contact information for the "Window Whisperer." A local contact for repairing historic windows.
 - iii. Seward also plans to send contact information of a window replace specialist in Brevard, NC. His name is Andrew Wing.
- 6. Wade Cleveland asked a question directly to Edward Kinney regarding the process for the house itself. Stating that since the process wasn't handled correctly on the City's side, what options do people have to object to what was approved by the DRB. Kinney responded asking Cleveland to reach out to the City during normal business hours.

Neighborhood Meeting**Project Name:** 305 Lloyd St. Shed Demolition & Window Replacement**Location:** 305 Lloyd St., Greenville, SC 29601**Time of the meeting:** 6:00**Date:** October 26th, 2021**Representative holding meeting:** Luke Sims

Name	Street Address	Email
1 Travis Seward	308 Hampton Ave.	stravisseward@gmail.com
2 Robert Benedict	402 Hampton Ave.	benedic@clemson.edu
3 Lola Vinson	307 Lloyd St.	
4 Wade Cleveland	308 Hampton Ave.	cwadecleveland@gmail.com
5 Sara Dellinger	309 Hampton Ave.	srdellinger@charter.net
6 Jeff Tiddy	38 Pinckney St.	
7 Tracy Tiddy	38 Pinckney St.	
8 Edward Kinney	Planning Department Representative	
9 Luke Sims	Owner's representative	luke.sims@gmail.com
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2022 Schedule of the City of Greenville Design Review Board NEIGHBORHOOD DESIGN PANEL

Unless otherwise posted, the meetings of the Neighborhood Design Panel
will begin at 3:00 pm.

Unless otherwise posted, public hearings are held at the Greenville Convention Center,
1 Exposition Drive.

Deadline for Filing a Complete Application** – 2:00pm	Date for Posting Notice of Public Hearing	Date of Agenda Workshop – 12 p.m.	Date of Public Hearing
November 29, 2021	December 22, 2020	January 4, 2022	January 6, 2022
January 3	January 19	February 1	February 3
January 31	February 16	March 1	March 3
February 28	March 23	April 5	April 7
April 4	April 20	May 3	May 5
May 2	May 18	May 31	June 2
May 31	June 22	July 5	July 7
July 5	July 20	August 2	August 4
August 1	August 17	August 30	September 1
August 29	September 21	October 1	October 3
October 31	November 16	November 29	December 1
November 28	December 21	January 3, 2023	January 5 2023

**Preliminary meeting with staff may be required prior to application submittal.