



The City of Spartanburg Design Review Board

AGENDA

February 6, 2024, at 6:00 P.M.

Spartanburg County Council Chambers

366 N. Church Street – Spartanburg, SC 29303

(Please Note: Items as they appear on the Docket may or may not be considered in the order as they are presented. The Chairman will announce any changes after the roll call).

- I. Call to Order.**
- II. Roll Call.**
- III. Freedom of Information Act Compliance – Public notification of the Design Review Board meeting has been published, posted and mailed in compliance with the Freedom of Information Act and the requirements of the City of Spartanburg Zoning Ordinance**
- IV. Approval of Agenda.**
- V. Disposition of the Minutes of January 2, 2024, meeting.**
- VI. Old Business: None.**
- VII. New Business:**
 - 1. DRB-23-020-00001 – The Design Review Board (DRB) has received a request for Preliminary conceptual approval of the buildings form, massing, and placement on the site for a New Residence for Tori Lawing located at 186 Harris Place (Tax Map Sheet: 7-12-23-017.00). Owner: Tori Lawing / Applicant: Meghan Teague, AIA; Teague Studios.
 - 2. DRB-23-020-00002 – The Design Review Board (DRB) has received a request for Full and Final Approval for conversion of residential on the first floor located at 249 E. Main Street (Tax Map Sheet: 7-12-19-002.00). Owner/Applicant: Brandon McKillop.
- VIII. Staff Announcements:**
- IX. Adjournment.**

For more information, please call Martin L. Livingston, Jr., AICP, CPM, Community Development Director at (864) 580-5323 or by email at planning@cityofspartanburg.org.

Meeting Minutes of the Design Review Board (DRB)
Tuesday, January 2nd, 2024, at 6:00 PM
County Council Chambers

The Design Review Board (DRB) on Tuesday, January 2nd, 2024, at 6:00pm. The following Board Members were in attendance: **Lucy Lynch, Alexander Newman, and Lukas Hauser.** Representing the City of Spartanburg's Planning Department was **Martin Livingston, Community Development Director; Oksana Holbrooks, Administrative Assistant and Tia Keitt, Planner II.**

Roll Call:

Mr. Newman: Alexander Newman

Ms. Lynch: Lucy Lynch

Mr. Hauser: Lukas Hauser

Ms. Lynch: Per the Freedom of Information Act, public notice of this meeting has been published, posted and mailed in compliance with the Freedom of Information Act and the requirements of the City of Spartanburg Zoning Ordinance. We have one item on the agenda for new business and no old business.

Approval of Agenda

On a motion by Mr. Newman and second by Mr. Hauser, the agenda was approved by a vote of 3 to 0.

Mr. Newman: Motion to approve.

Mr. Hauser: Second

Ms. Lynch: All in favor of approving the amended agenda say aye?

Attendees: Aye.

Ms. Lynch: Okay the agenda for tonight is approved. The minutes from December 5th meeting?

Approval of Meeting Minutes for December 5th, 2023

On a motion by Mr. Hauser and second by Mr. Newman, the minutes was approved by a vote of 3 to 0.

Mr. Hauser: Motion to approve

Mr. Newman: Second

Ms. Lynch: All in favor of approving the minutes of the December 5th minutes say aye?

Attendees: Aye.

Old Business: None.

New Business:

The Design Review Board (DRB) has received a request for Preliminary conceptual approval of the buildings form, massing, and placement on the site for the Oakland Avenue Townhomes Development located at 214 and 218 Oakland Avenue (Tax Map Sheet: 7-12-07-118.00 and 7-12-07-117.00). Owner/Applicant: Roy Smalls / Agent: Zedekiah Heydenburg, Site Design Inc.

GENERAL PROJECT OVERVIEW

The proposed 10-unit townhome project sits on 0.52 acres across two lots at the corner of Oakland Avenue and East Saint John Street. The southern parcel along East Saint John is an existing parking lot and is nearly completely impervious. There is a 20" water oak tree on the 218 Oakland Avenue parcel located in the front setback area. The proposed units are intended to be for-sale, necessitating a subdivision plat (presumably as a condominium project) prior to final approval.

AUTHORITY

This project is split zoned with the northern parcel (218 Oakland) zoned D-T4 and the parcel along East Saint John Street (214 Oakland) zoned D-T5. Without a rezoning to consolidate the zoning across the entire site, each parcel will have to express compliance individually. Formal design review and approval by the Design Review Board is required.

DETERMINATION OF COMPLETENESS

- Application complete

EXCEPTIONS

- 3.3.2 Front Yard Setback: The maximum front setback along East Saint John is precluded by an existing electrical easement
 - *Approval Recommended*
- 5.1.1 Lot Frontage; 5.1.3 Pedestrian Entries from Frontage Line; 5.1.5 Adjacent Lots; 6.2.6 Building Entrances: Units do not front a street
 - *Approval Recommended with unit redesign to provide a front door onto an interior court with pavers*
- 5.1.2 Infill Setbacks: The proposed building are not consistent with the surrounding buildings
 - *Approval Recommended subject to confirmation of the proposed elevation*
- 6.3.1 Flat roofs in D-T4
 - *Approval Recommended*
- 6.4.4 Garage Access: Units 3-6 have front loaded garages
 - *Approval Recommended with unit redesign to provide a front door onto an interior court with pavers*

CODE REVIEW

Exceptions or deviations required are noted in *blue italics*

A. Use Standards: The proposed use (dwelling-multi-family) is permitted by right in both districts.

B. District Standards:

- **3.3.1 Lot Configuration:** *Not applicable*
- **3.3.2 Primary Building Standards:** Lots 1 & 2 are subject to D-T4 standards and the remaining are subject to D-T5. – *Setbacks are not depicted on the submitted drawings but when scaled, they appear to be compliant except lots 7-10 exceed the maximum front setback due to an existing electrical easement*
- **3.3.4 Building Height:** *Compliant*
- **3.3.5 Permitted Parking Location:** *Compliant for Lots 1-2 and 7-10*
- **3.3.6 Building Frontage:** *Stoop - permitted*

C. General Standards:

- Not applicable

D. Lot/Site Standards:

- **5.1.1 Lot Frontage:** All lots must front on a street, square, or common open space. - *Lots 3-6 front the interior court/alley*
- **5.1.3 Pedestrian Entries from Frontage Line:** Buildings must have their principal pedestrian entrances on a frontage line. *Non-compliant for Lots 3-6*
- **5.1.4 Setbacks:** Front and side setbacks must be consistent with surrounding buildings. *Non-compliant for Lots 1-2*
- **5.1.5 Adjacent Lots:** Grading between lots to be sensitively considered. *Non-compliant for Lots 3-6*

E. Utilities and Trash Containment:

- **5.2.1 Underground Utilities:** *Compliance presumed*
- **5.2.2 Solid Waste Storage Areas:** *Sutera location shown on plan - compliant*
- **5.2.3 Mechanical and Utility Equipment:** *Compliance to be confirmed with final approval*

F. Building Standards:

- **6.1.1 General Design Principles - Connectivity:** *Not applicable*
- **6.1.2 General Design Principles - Housing:** *Not applicable*
- **6.1.3 General Design Principles – Mixed-Use Infill & Redevelopment:** *Not applicable*
- **6.1.1 General Design Principles - Downtown Should be Urban:** *Compliant*
- **6.1.5 General Design Principles - Put People First:** Streetscapes should be composed of wide sidewalks for walking, seating, public art, and landscaping. *Compliance required – current drawings do not show the correct streetscape improvements along both street frontages*
- **6.2 Required Building Design Standards:**
 - **6.2.1 Architectural Style:** *Compliant*
 - **6.2.2 Compatibility:** *Compliant*
 - **6.2.3 Proportions:** *Compliant*

- 6.2.4 Wall Materials: *Please confirm*
- 6.2.5 Façade Treatment: *Compliant*
- 6.2.6 Building Entrances: *Non-compliant for Lots 3-6*
- 6.4 Specific Building Design Standards for all D-T4 and Residential Structures
- 6.3.1 Roof and Eaves: *Flat roofs in D-T4 required Discretionary Approval by the DRB*
- 6.3.2 Façade Design: *Compliance presumed but needs to be confirmed with measurements*
- 6.3.3 Building Entrances: *Model depicts intended compliance. Please confirm compliance with the 2 foot finished floor elevation (FFE) over existing grade for Lots 1-2 and 7-10 with dimensions on the elevation drawings*
- 6.4.4 Garages
- a. Garage Setbacks: *Garages on Lots 3-6 are not recessed a minimum of 5 ft*
- b. Garage Width: *Garages on Lots 3-6 may not exceed 50% of the façade width*
- 6.3.5 Materials: *Compliant*

G. Parking:

- Parking Area Access: *Parking is provided via a rear court/alley*

H. Streetscape and Site Landscaping:

- 8.1 Required Streetscape:
 - D-T4: 11 ft zone with 6 foot planting strip; trees every 50 ft; and a 5 ft sidewalk – *Correct drawings to show compliance with standards*
 - D-T5: 12 ft/14 ft without tree wells; 8 ft sidewalk; trees in wells – *Correct drawings to show compliance with standards*

I. Signage: Not applicable.

ADDITIONAL COMMENTS AND SUGGESTIONS FOR BOARD CONSIDERATION

Internal Units without Street Frontage/Courtyard Fronting Homes: The current plans show Lots 3-6 to be internal and have no street frontage. Garage access is from the alley/court but the front doors are around the back side of the buildings facing some unattractive elements of the adjacent buildings and providing poorly accessible guest access. We believe that an appropriate design solution would be to adjust the plans for those 4 units to provide a front door and a garage from the interior court. The plans have already been adjusted to replace a typical asphalt alley with pavers to create a courtyard aesthetic. There are several good built examples using this detail and we believe that it would dramatically improve the marketability of the units and the livability of the residents. Based on our correspondence with the design team, it is our expectation that they will also adjust the unit design accordingly. Presuming this adjustment, we support this configuration.

- **North facing elevation of Lot 2:** Because the unit is set forward of its neighbor to the north, the side elevation will be more exposed. Based on the submitted models, we believe that the number and placement of the windows is sufficient to avoid any blank wall condition that would be highly visible to anyone heading south on Oakland Avenue.
- **Existing 20 inch Water Oak Street in the front yard of Lot 2:** There is a large canopy tree in the front yard of Lot 2 that appears to have a healthy canopy. A tree of this size is of great benefit to the entire neighborhood and its preservation is strongly encouraged. Given the minimal setback, it is likely that there would not be sufficient root zone

remaining for it to remain healthy, however, we believe that it is worth the retention of an arborist to consider options to save it. It would add immediate financial value to the new units and continue to provide shade and rainwater benefits to the entire neighborhood.

RECOMMENDATION

We recommend preliminary approval conditioned on the modifications noted above.

Applicant:

Roy Smalls, Owner
Zedekiah Heydenburg, Site Design Inc.
Isaiah Dunlays, Engineer

Public Comments:

P.K. Hicks, 131 Cragmoor Dr, Spartanburg, SC 29376.

Discussion:

An unattractive parking lot turned into a housing project concept serves a good benefit to community.

A motion was made by Mr. Hauser, seconded Mr. Newman to preliminary approve the form and mess of the structures with a conditional approval of frontage tree for lots 3 & 6 and coming back with final by a vote of 3-0.

Staff Announcements: None

Adjourn meeting at 6:43 PM

Lucy Lynch, Chairperson

PO Box 1749 • Spartanburg, SC 29304 • phone: (864) 596-2068 • email: planning@cityofspartanburg.org
website: www.cityofspartanburg.org

Design Review Board Application

Pre-Application Meeting highly recommended.

Name of Development: New Residence for Tori Lawing

Street Address: 186 Harris Place

Zoning District: DT-5 Overlay: none Tax Map Number: 7-12-23

Owner: Tori Lawing

Phone: 864-426-1398

Address: 327 E Kennedy St, apt. 216

Email: vmlawing@gmail.com

City: Spartanburg

State: SC

Zip: 29302

Applicant: Meghan Teague, AIA

Phone: 864-506-0608

Address: 708 E Main Street

Email: meghan@studiotague.com

City: Spartanburg

State: SC

Zip: 29302

Agent: Meghan Teague, AIA

Phone: 864-580-8509

Address: 708 E Main Street

Email: meghan@studiotague.com

City: Spartanburg

State: SC

Zip: 29302

Action Requested:

- ☒ Preliminary conceptual approval of the building's form, massing, and placement on the site (see attached submittal checklist).
- ☐ Full and Final Approval (see attached submittal checklist).

To the best of my knowledge, the information on this application and all additional documentation is true, factual and complete. I hereby agree to abide by all conditions of any approvals granted by the City of Spartanburg. I understand that such conditions shall apply to the subject property only and are a right or obligation transferable by sale. I hereby authorize the staff of the Planning Department to inspect the premises of the above-described property.

Applicant / Owner Signature: _____

Date: 1/10/2024

Staff Use Only / Received by: _____

Date Received: _____

Time: _____

Permit Number: _____

PRELIMINARY REVIEW - REQUIRED DOCUMENTS		☒
Completed Design Review Board (DRB) Application Form		x
Packaged PDF Documents (All documents to be submitted as a packaged PDF in 11X17 or 18X24 formats with consistent page sizes and scaled drawings with common increments)		X
1. Existing Conditions Analysis		
a. Context Plan/Map (Identifying Site Context and Zoning District of Proposed Site)		x
b. Aerial Image of Site/Context (Google Earth, ArcGIS or similar)		x
c. Comprehensive Site Photos (showing adjacent buildings and area context)		x
2. Site Plan (Schematic Level)		
a. Layout of all structures (showing north arrow, graphic drawing scale, cardinal directions, property lines, dimensions and adjacent streets labeled)		X
b. Footprints of adjacent structures (if applicable)		x
c. Site elements (including sidewalks, paths, and landscape areas)		x
d. Parking and loading areas		x
e. Conceptual site grading (indicating any expected retaining walls and stormwater management/site drainage features)		X
f. Site Sections (as appropriate, to illustrate unique grade configurations)		n/a
3. Elevations and Floor Plans for all buildings (Schematic Level)		
a. Proposed Finished Floor Elevation(s)		x
b. Building Elevations (in color, with proposed material call-outs)		x
c. Floor Plans		x
d. Roof Plan		x
e. Expected locations of mechanical equipment (ground and roof mounted)		x
f. Material Selections and Colors (image and manufacturer product name/number)		x
4. Perspective Illustrations (Minimum of 2)		
a. Proposed view on project side of street (including adjacent structures, as it would be seen at eye level by a pedestrian on a sidewalk abutting the property)		X
b. Proposed view on opposite side of street (including adjacent structures, as it would be seen at eye level by a pedestrian on a sidewalk across the street from the property)		X
c. A bird's eye view of the block bounded by the surrounding streets (as applicable)		n/a
d. Additional renderings/views (recommended)		x
5. Modification of Standards and/or Special Exceptions (if necessary)		
a. Description of Requested Modifications/Special Exceptions including a statement of the unique design considerations that contribute to this request and the proposed design solutions		n/a
b. Additional drawings that depict the applicant's proposed design, configuration, or material modifications		n/a

PRELIMINARY REVIEW SCHEDULE:

- Initial Package Submitted to City – 3 weeks prior to DRB meeting
- Review by Design Manager – 2 weeks prior to DRB Meeting
- Final Submission of Preliminary Design Package – 1 week prior to DRB Meeting
- Note: An additional meeting may be necessary for the DRB to consider any requested Modification of Standards or Special Exceptions.

FULL and FINAL REVIEW - REQUIRED DOCUMENTS		☒
Completed Design Review Board (DRB) Application Form		
Packaged PDF Documents (All documents to be submitted as a packaged PDF in 11X17 or 18X24 formats with consistent page sizes and scaled drawings with common increments)		
1. Existing Conditions Analysis		
a. Context Plan/Map (Identifying Site Context and Zoning District of Proposed Site)		
b. Aerial Image of Site/Context (Google Earth, ArcGIS or similar)		
c. Comprehensive Site Photos (showing adjacent buildings and area context)		
2. Site Plan (Construction Drawing Level)		
a. Layout of all structures (showing north arrow, graphic drawing scale, cardinal directions, property lines, dimensions and adjacent streets labeled)		
b. Footprints of adjacent structures (if applicable)		
c. Hardscape elements (including sidewalks, paths, and other paved surfaces)		
d. Landscape Plan (showing all required tree preservation, tree planting, screening, and foundation plantings)		
e. Site Lighting Plan (with locations and type of all proposed fixtures)		
f. Parking and Loading Areas		
g. Site Grading (indicating any retaining walls and stormwater management/site drainage features)		
h. Site Utilities and Solid Waste Management Plan		
i. Preliminary Plat (as appropriate)		
3. Elevations and Floor Plans for all buildings (Design Development or Construction Drawing Level)		
a. Building Elevations (in color, with proposed material call-outs)		
b. Floor Plans		
c. Roof Plan		
d. Locations of mechanical equipment (ground and roof mounted)		
e. Material selections (image and manufacturer product name/number)		
f. Building Lighting Plan (with locations and type of all proposed fixtures)		
g. Location of Signage		
h. Existing Grade and Proposed Grade (with finished floor elevations and building height, measured from the highest curb elevation adjacent to the site)		
i. Wall Sections that depict the various construction systems and materials specific to the proposed area of the building (i.e., not simply a "typical" wall section)		
j. Material Selections and Colors (image and manufacturer product name/number AND material sample/color board) for all exterior materials, finishes, windows, awnings/canopies, and fixtures		
4. Perspective Illustrations (Minimum of 2)		
a. Proposed view on project side of street (including adjacent structures, as it would be seen at eye level by a pedestrian on a sidewalk abutting the property)		
b. Proposed view on opposite side of street (including adjacent structures, as it would be seen at eye level by a pedestrian on a sidewalk across the street from the property)		
c. A bird's eye view of the block bounded by the surrounding streets (as applicable)		
d. Additional renderings/views (recommended)		

FINAL REVIEW SCHEDULE:

- Initial Package Submitted to City – 3 weeks prior to DRB meeting
- Review by Design Manager – 1 week

NEW DOWNTOWN RESIDENCE

a 2,000 square foot 2-story single family residence at 186 Harris Place in downtown Spartanburg.

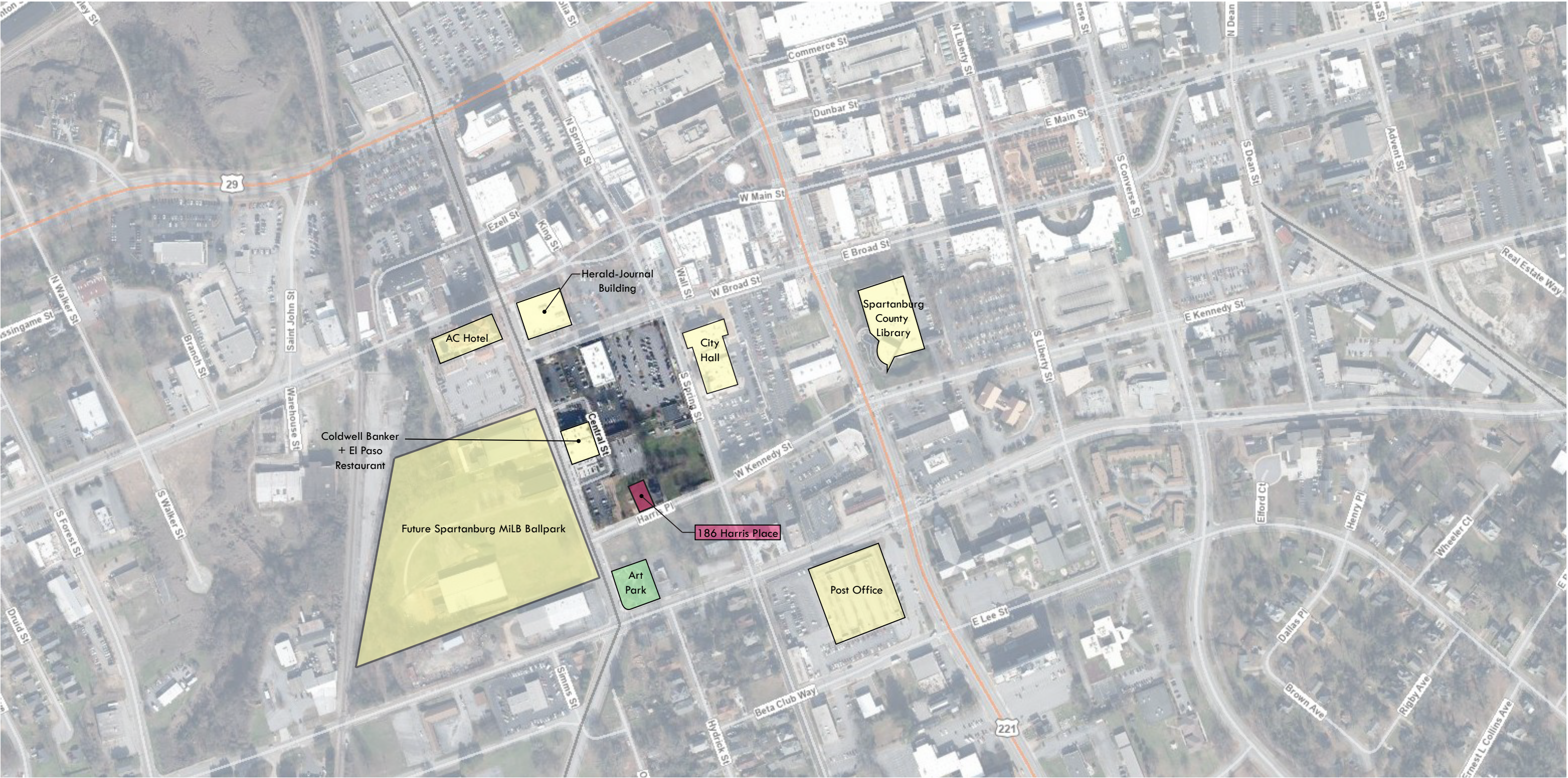


TEAGUE STUDIO
ARCHITECTURE + DESIGN

186 HARRIS PLACE
SPARTANBURG, SC

DRB Preliminary Review 2/6/24
pg. 1

URBAN CONTEXT



URBAN CONTEXT



Proximity Map

URBAN CONTEXT



project site



photographs from south side of Harris Pl looking north



photographs from site looking south

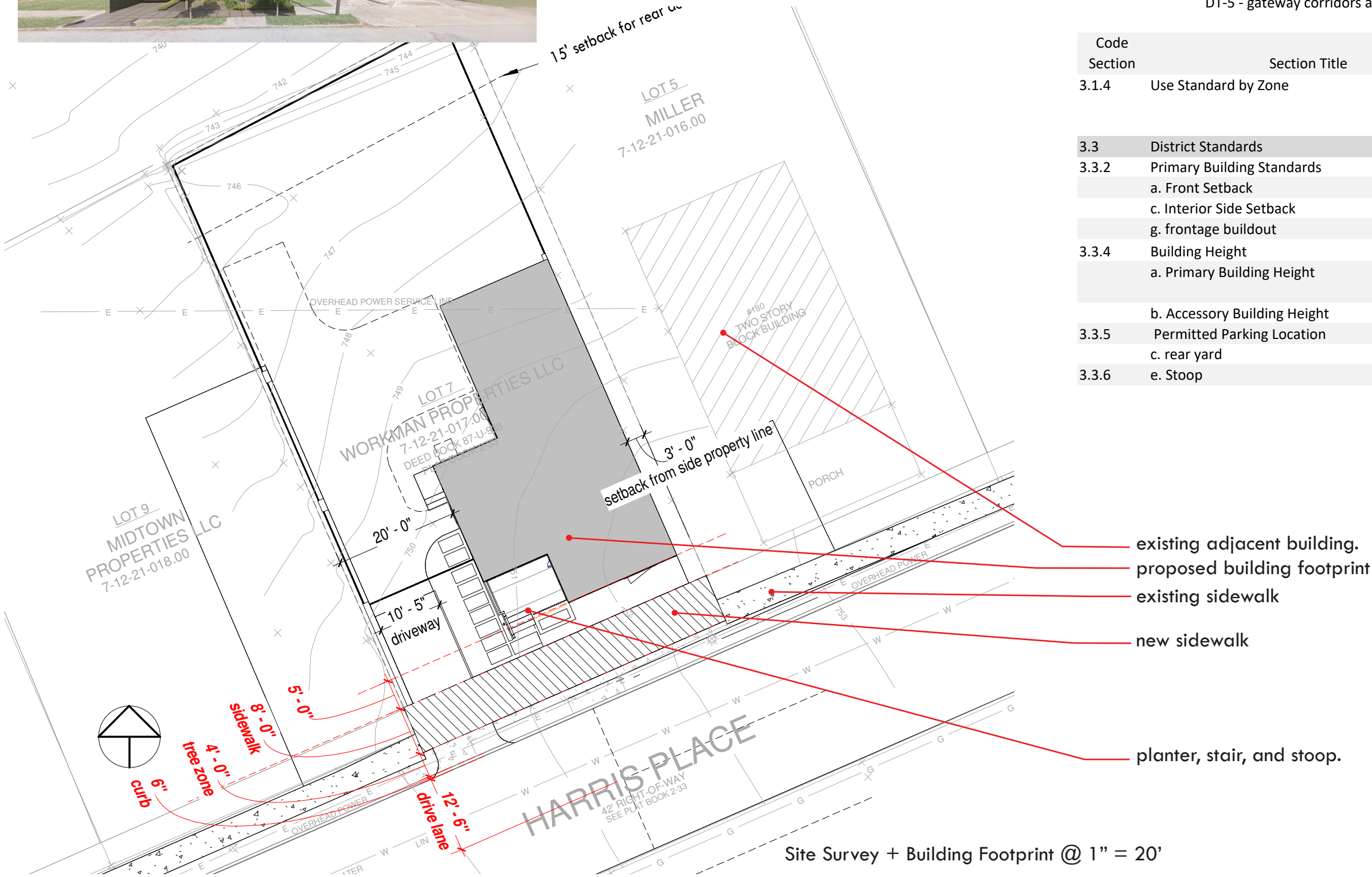


street view

DOWNTOWN CODE COMPLIANCE

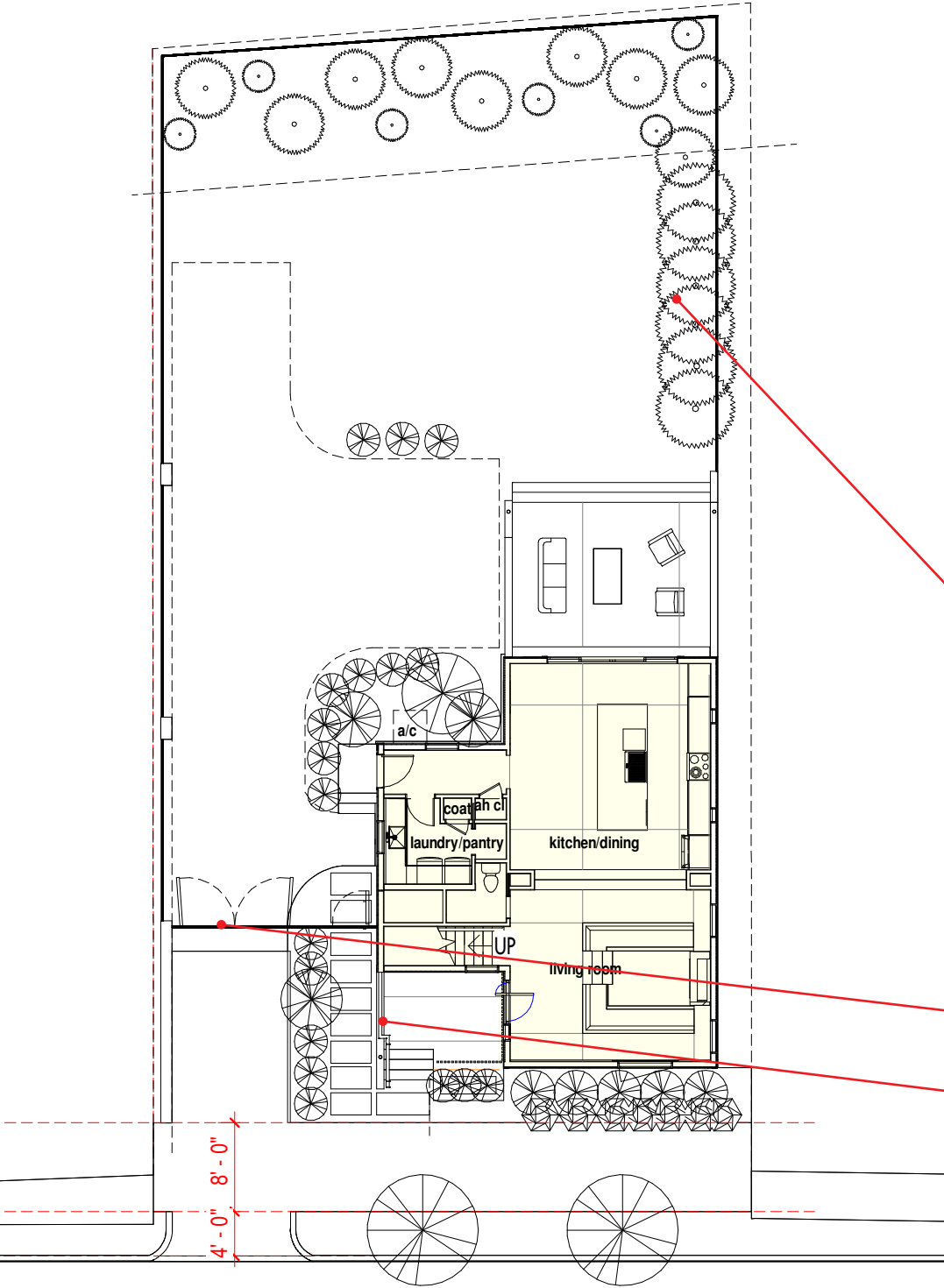
Spartanburg Downtown Code Compliance for 186 Harris Place
DT-5 - gateway corridors and blocks surrounding the downtown core

Code Section	Section Title	Requirement	Compliance
3.1.4	Use Standard by Zone	Single Family Dwelling Permitted	✓
3.3	District Standards		
3.3.2	Primary Building Standards		
	a. Front Setback	0ft min, 12ft max	✓
	c. Interior Side Setback	0ft min, 24ft max	✓
	g. frontage buildout	60%	✓
3.3.4	Building Height		
	a. Primary Building Height	2 Stories Min, 6 Stories max	✓
	b. Accessory Building Height	2 Stories Max	
3.3.5	Permitted Parking Location		
	c. rear yard	Permitted	✓
3.3.6	e. Stoop	Permitted	✓



Site Survey + Building Footprint @ 1" = 20'

DOWNTOWN CODE COMPLIANCE

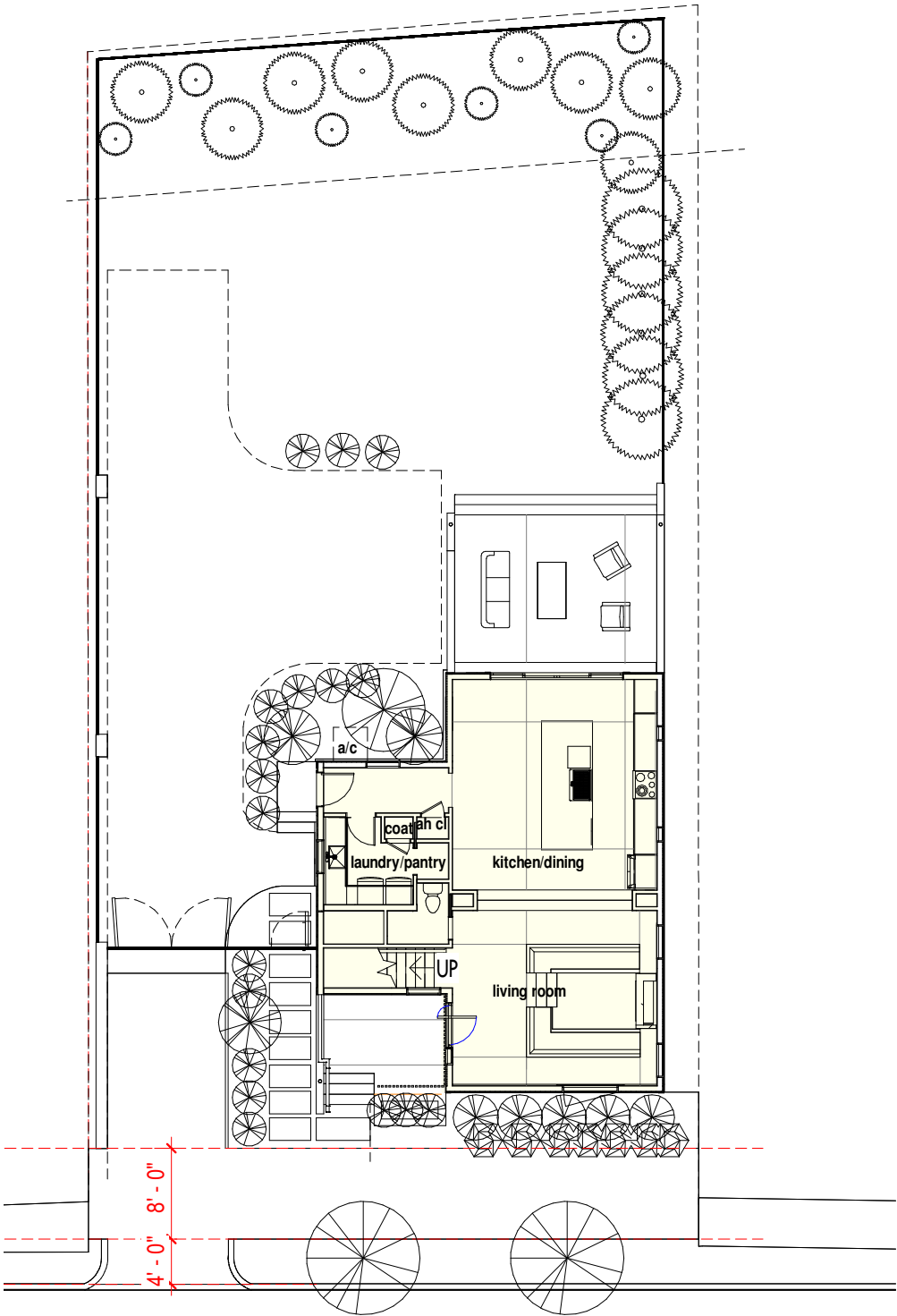


1st Floor + Site Plan @ 1/16" = 1'-0"

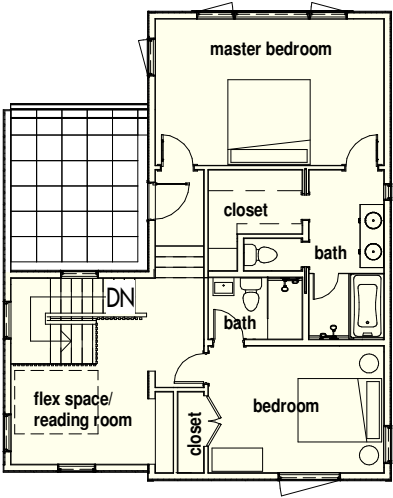
6.3	Specific Building Design Standards		
6.3.1	b. Flat roofs permitted	DT-5 & DT-6	✓
6.3.2	Façade Design: At least 15% of the total wall area of each façade that face a public street must be transparent windows (excluding glass block) or doorways (egress only doorway excluded).		✓
6.3.3	Building Entrances		
	a. Raised Entries: To provide privacy, all residential entrances within 15 feet of the sidewalk must be raised from the finished grade (at the building line) a minimum of 2 feet.		✓
6.3.5	Materials		
	a. Building Walls: Residential building walls must be primarily clad in wood clapboard, cementitious fiber board, wood shingle, wood drop siding, primed board, wood board and batten, brick, stone, stucco, vinyl, or synthetic materials similar and/or superior in appearance and durability.		✓
8.1	Required Streetscape		

- plantings this location and at rear property line for privacy. Landscape designer to be engaged after preliminary approval.
- streetscreen with incorporated gates for private access. (see sec. 8.3)
- front stoop and first floor level at 2' above sidewalk as required by code.

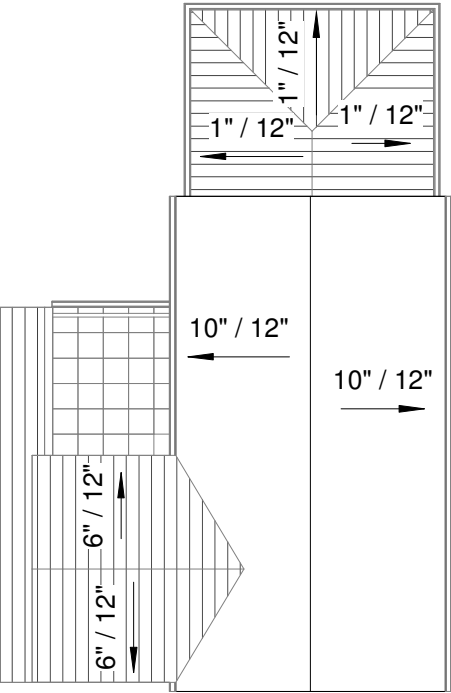
BUILDING DESIGN



1st Floor + Site Plan @ 1/16" = 1'-0"



2nd Floor Plan @ 1/16" = 1'-0"

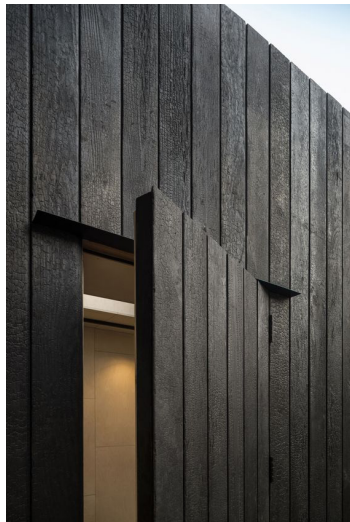


Roof Plan @ 1/16" = 1'-0"

BUILDING DESIGN



compisted siding, painted



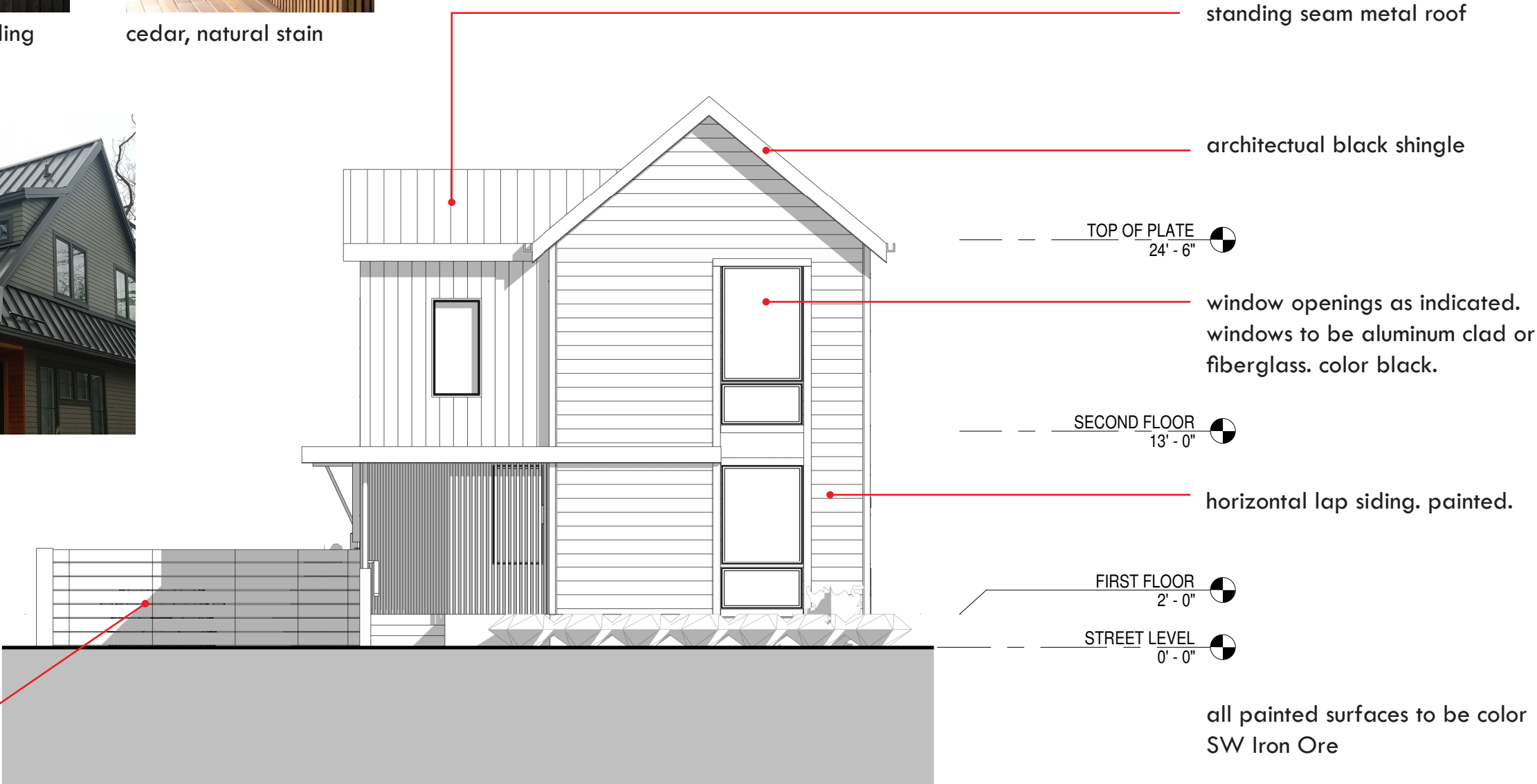
shou sugi ban siding



cedar, natural stain



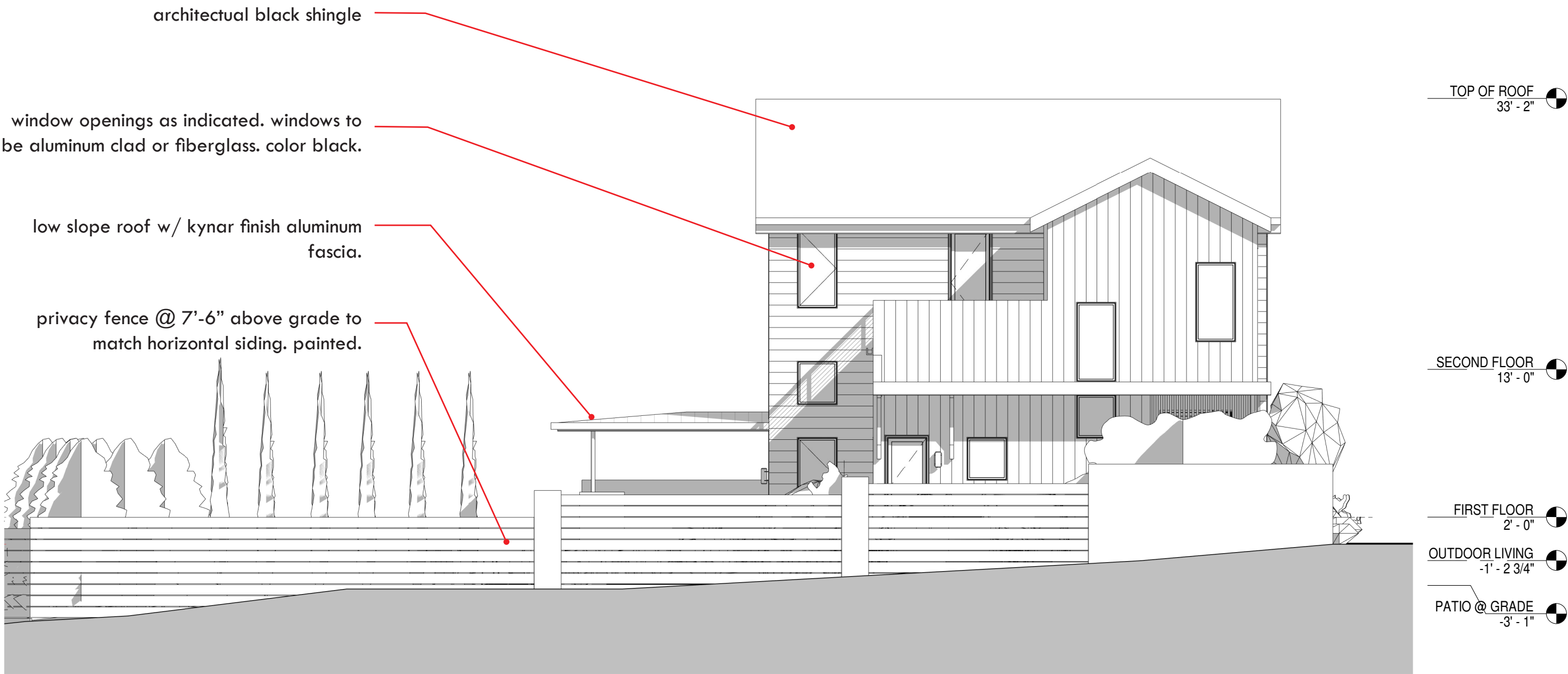
dark charcoal standing seam metal roof



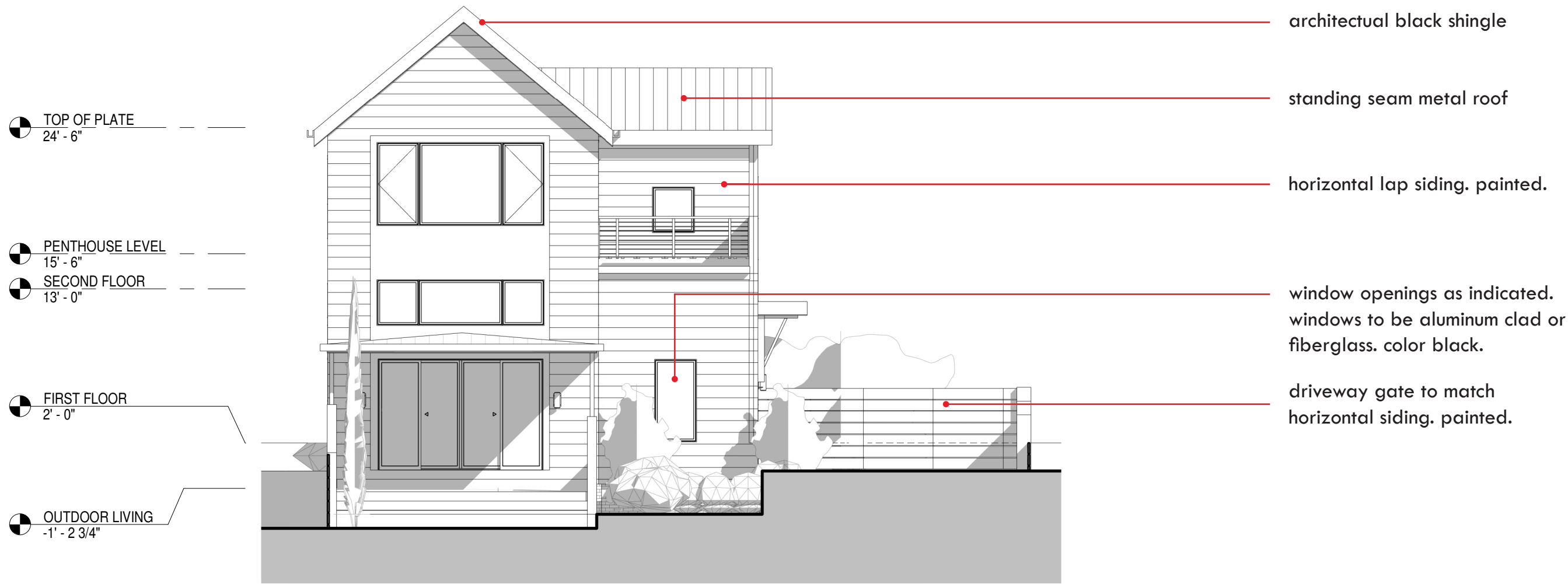
driveway gate to match horizontal siding. painted.

South Elevation @ 1/8" = 1'-0"

BUILDING DESIGN

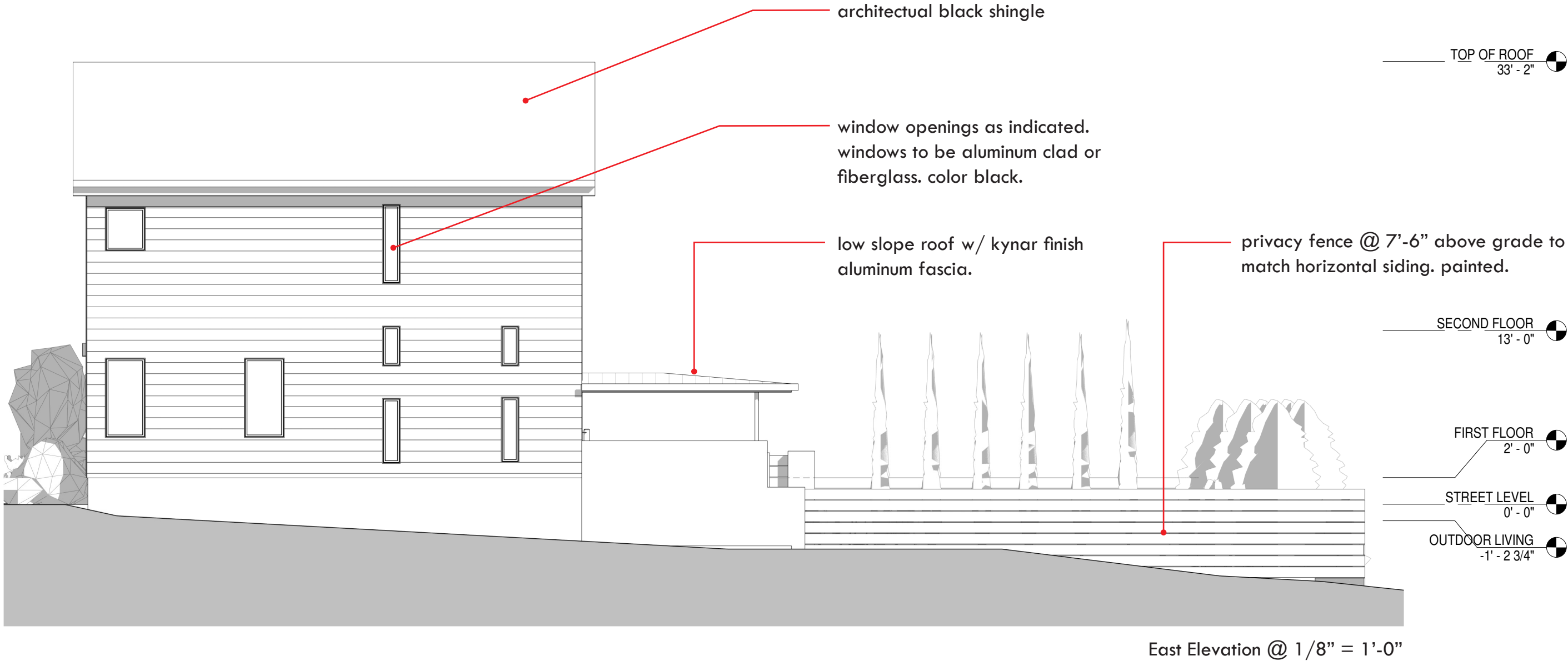


BUILDING DESIGN

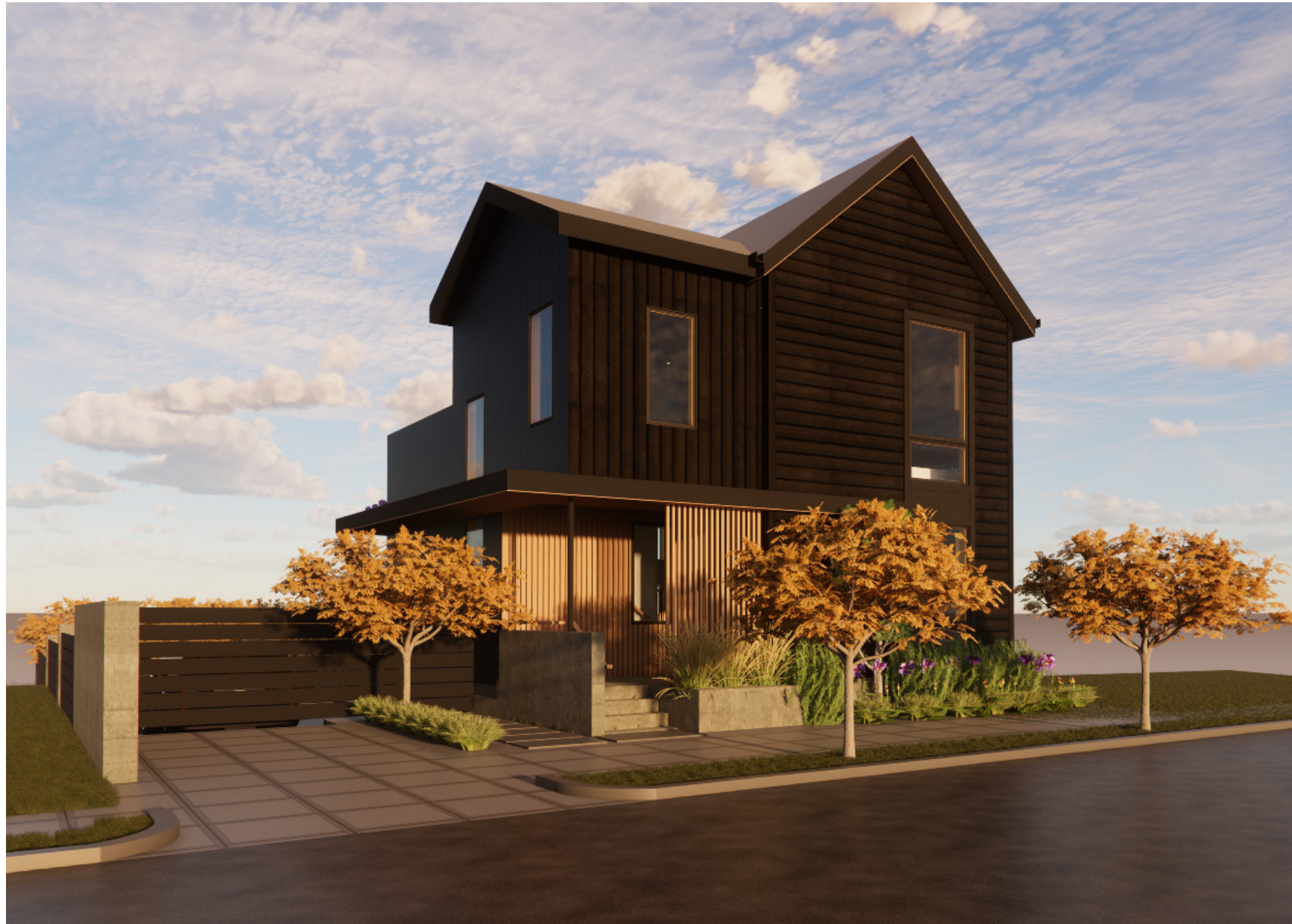


North Elevation @ 1/8" = 1'-0"

BUILDING DESIGN



BUILDING DESIGN

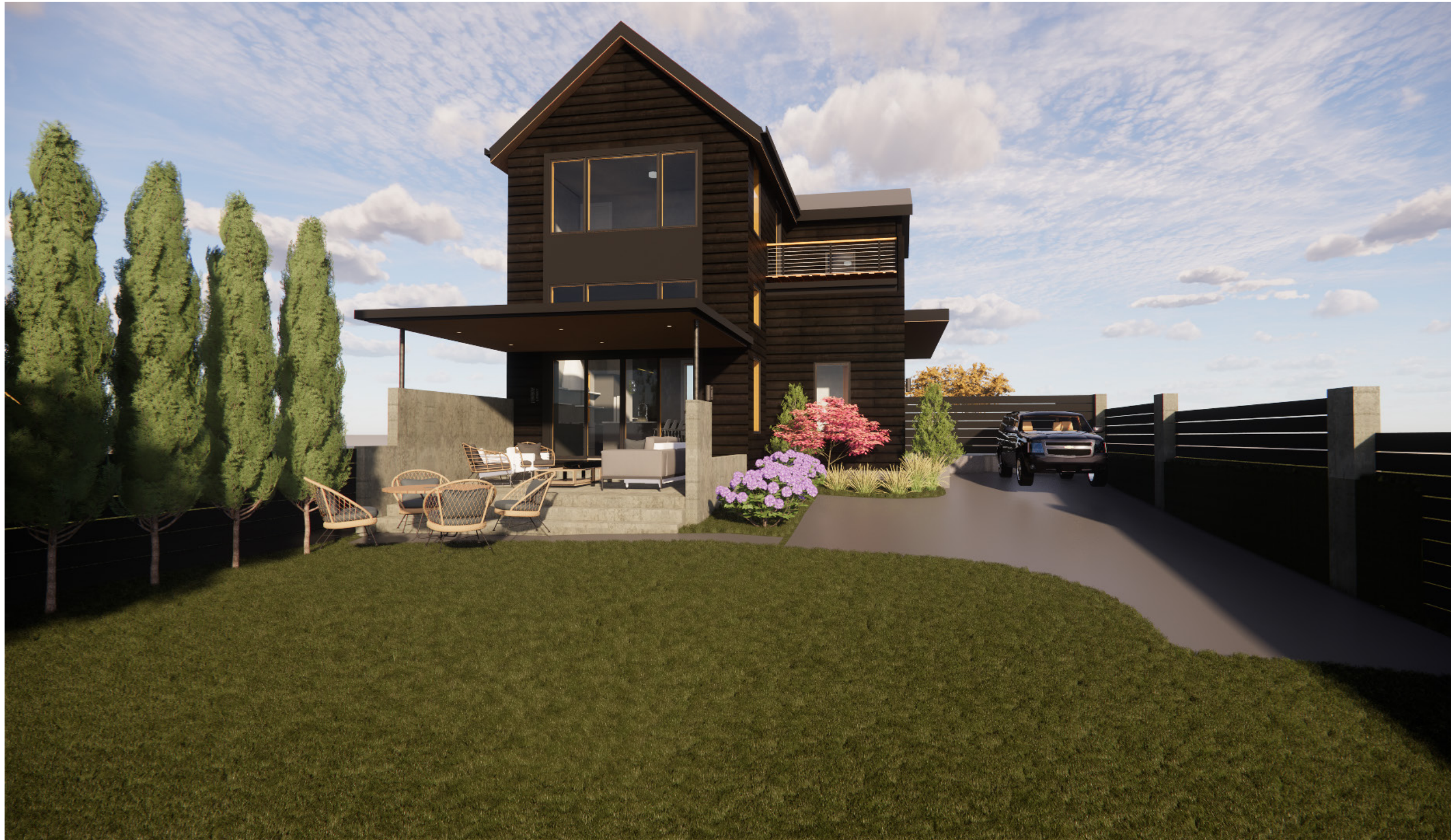


View from Southwest



View as approaching from S Daniel Morgan Ave.

BUILDING DESIGN



View from backyard

TEAGUE STUDIO
ARCHITECTURE + DESIGN

186 HARRIS PLACE
SPARTANBURG, SC

DRB Preliminary Review 2/6/24
pg. 13

SUBJECT

DRB-186 Harris Place

DATE

2/2/2024

DEPARTMENT

Community Development

COPIES TO

City Staff

TO

Members of the Spartanburg Design Review Board

PARCEL ID

7-12-21-017.00

PROJECT NUMBER

10-210098.00

NAME

Craig Lewis, Urban Design Consultant
craig.lewis@arcadis.com

GENERAL PROJECT OVERVIEW

The proposed 0.13 single family residential project is located on Harris Place (Kennedy Street extension). This project application is sufficiently complete to issue Final Plan Approval. A similar detached single family home application was approved by the DRB in October, 2021. Since the time of the original approval, the ballpark has since been announced and commenced construction less than one block away.

AUTHORITY

This project is zoned DT-5. Design Review and approval by the Design Review Board is required.

DETERMINATION OF COMPLETENESS

- Complete

EXCEPTIONS

- 3.3.5 Permitted Parking Location: Requires discretionary relief – recommended for consistency with adjacent Kennedy Street Sideyard Overlay standards – *approved by the DRB in October, 2021*
- 7.1.2 On-Street Parking: Recommended but Discretionary Relief is suggested given the width of the lot's frontage – *approved by the DRB in October, 2021*
- 7.1.4.b. Parking Area Access - Discretionary Relief is recommended to permit front access given the surrounding site conditions – *approved by the DRB in October, 2021*

CODE REVIEW

Exceptions or deviations required are noted in *blue italics*

A. Use Standards: The proposed use (dwelling-single family) is permitted by right.

B. District Standards:

- 3.3.1 Lot Configuration: *Not applicable*
- 3.3.2 Primary Building Standards: *Compliant*
- 3.3.4 Building Height: *Compliant*
- 3.3.5 Permitted Parking Location: *Requires discretionary relief – recommended for consistency with adjacent Kennedy Street Sideyard Overlay standards*
- 3.3.6 Building Frontage: *Stoop - permitted*

C. General Standards:

- Not applicable

D. Lot/Site Standards:

- **5.1.1 Lot Frontage:** All lots must front on a street, square, or common open space. – *Compliant*
- **5.1.3 Pedestrian Entries from Frontage Line:** Buildings must have their principal pedestrian entrances on a frontage line. – *Compliant*
- **5.1.4 Setbacks:** Front and side setbacks must be consistent with surrounding buildings. – *Compliant (note: as the adjacent house is the only structure in the block, it does not set a precedent in this case)*
- **5.1.5 Adjacent Lots:** Grading between lots to be sensitively considered. – *Not applicable*

E. Utilities and Trash Containment:

- **5.2.1 Underground Utilities:** *Compliance presumed*
- **5.2.2 Solid Waste Storage Areas:** *Compliance presumed*
- **5.2.3 Mechanical and Utility Equipment:** – *Compliant*

F. Building Standards:

- **6.1.1 General Design Principles - Connectivity:** *Not applicable*
- **6.1.2 General Design Principles - Housing:** – *Compliant*
- **6.1.3 General Design Principles – Mixed-Use Infill & Redevelopment:** *Not applicable*
- **6.1.1 General Design Principles - Downtown Should be Urban:** *Compliant*
- **6.1.5 General Design Principles - Put People First:** Streetscapes should be composed of wide sidewalks for walking, seating, public art, and landscaping. – *Compliant*
- **6.2 Required Building Design Standards:**
 - **6.2.1 Architectural Style:** *Compliant*
 - **6.2.2 Compatibility:** *Compliant*
 - **6.2.3 Proportions:** *Compliant*
 - **6.2.4 Wall Materials:** *Compliant*
 - **6.2.5 Façade Treatment:** *Compliant*
 - **6.2.6 Building Entrances:** *Compliant*
- **6.3 Specific Building Design Standards for all D-T4 and Residential Structures**
 - **6.3.1 Roof and Eaves:** *Compliant*
 - **6.3.2 Façade Design:** *Compliant*
 - **6.3.3 Building Entrances:** *Compliant*
 - **6.4.4 Garages**
 - **a. Garage Setbacks:** *Compliant*
 - **b. Garage Width:** *Compliant*
 - **6.3.5 Materials:** *Compliant*

G. Parking:

- **Parking Area Access:** *Parking is provided via a front-loaded driveway. Previous exception was granted by the DRB*

H. Streetscape and Site Landscaping:

- **8.1 Required Streetscape:**
 - D-T5: 12 ft/14 ft without tree wells; 8 ft sidewalk; trees in wells – *Compliant*

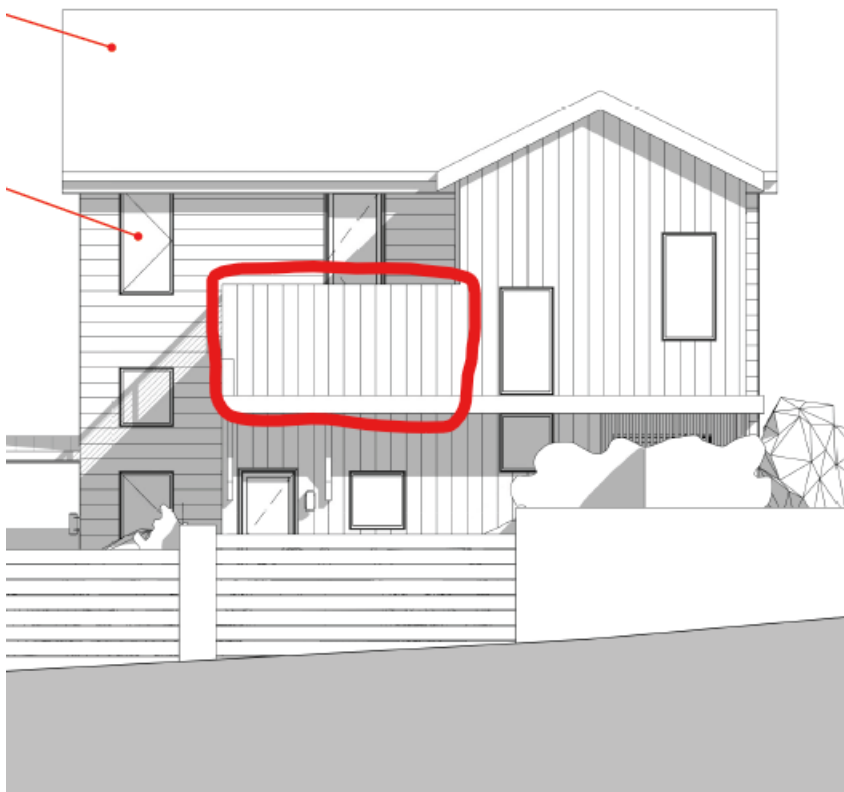
I. Signage: Not applicable.

ADDITIONAL COMMENTS AND SUGGESTIONS FOR BOARD CONSIDERATION

- **Color:** While the use of black as an exterior color is “on-trend”, it is not grounded in the vernacular of the region. Black can help to “pop” feature elements, but we think that the use of black as the predominant building color lacks visual interest. In this particular case, we would recommend that the window trim be thickened and painted with a light color (white or stained wood to match lower entry) and consider the use

of the lighter stained wood in the rake of the roof overhang. The same consideration could be made with the feature window on the gable-end front façade. We are also concerned with use of black on the board and batten walls and feature window inset panel. Black tends to be very unforgiving and large smooth panels tend to weather differently than lap siding, exposing weather damage sooner. As a south-facing home, this elevation will be exposed to weathering much more so than other elevations.

- **West elevation:** There appears to be an outdoor deck that is surrounded by an extension of the gable end wall using the board and batten treatment. First, it appears the window in this location should actually be a doorway based on the floor plan. And, as an outdoor space, we would recommend a stained cedar treatment similar to the entry area rather than extending the board and batten half wall to allow for air circulation on the patio. At a minimum, we recommend that an appropriate cap be placed on the top of the wall.



West Elevation @ 1/8'

- **Wall Trim:** There is wall trim depicted on the front gable-end but not on any other elevation. Please confirm.

RECOMMENDATION

We recommend final approval with the design recommendations noted above.

Craig Lewis, FAICP, LEED AP, CNU-A
Phone: 704-609-9841
craig.lewis@arcadis.com

Design Review Board Application

Pre-Application Meeting highly recommended.

Name of Development: 249 E. Main

Street Address: 249 E. MAIN ST. SPARTANBURG SC 29302

Zoning District: DT-5 Overlay: _____ Tax Map Number: 7-12-19-007.00

Owner: Brandon McKillop Phone: 864-590-4921

Address: 958 Nantahala Dr. Email: brandon.mckillop@gmail.com

City: Chesnee State: SC Zip: _____

Applicant: same as owner Phone: _____

Address: same as owner Email: _____

City: _____ State: _____ Zip: _____

Agent: _____ Phone: _____

Address: _____ Email: _____

City: _____ State: _____ Zip: _____

Action Requested:

- ☐ Preliminary conceptual approval of the building's form, massing, and placement on the site (see attached submittal checklist).
- ☒ Full and Final Approval (see attached submittal checklist).

To the best of my knowledge, the information on this application and all additional documentation is true, factual and complete. I hereby agree to abide by all conditions of any approvals granted by the City of Spartanburg. I understand that such conditions shall apply to the subject property only and are a right or obligation transferable by sale. I hereby authorize the staff of the Planning Department to inspect the premises of the above-described property.

Applicant / Owner Signature: [Signature] Date: 1/12/24
emailed on Monday January 15, 2024

Staff Use Only / Received by: _____

Date Received: _____ Time: _____ Permit Number: _____

FULL and FINAL REVIEW - REQUIRED DOCUMENTS		☒
Completed Design Review Board (DRB) Application Form		
Packaged PDF Documents (All documents to be submitted as a packaged PDF in 11X17 or 18X24 formats with consistent page sizes and scaled drawings with common increments)		
1. Existing Conditions Analysis		
a. Context Plan/Map (Identifying Site Context and Zoning District of Proposed Site)	October 2023 mtg.	✓
b. Aerial Image of Site/Context (Google Earth, ArcGIS or similar)	October 2023 mtg.	✓
c. Comprehensive Site Photos (showing adjacent buildings and area context)	October 2023 mtg.	✓
2. Site Plan (Construction Drawing Level)		
a. Layout of all structures (showing north arrow, graphic drawing scale, cardinal directions, property lines, dimensions and adjacent streets labeled)	October 2023 mtg.	✓
b. Footprints of adjacent structures (if applicable)	October 2023 mtg.	✓
c. Hardscape elements (including sidewalks, paths, and other paved surfaces)		n/a
d. Landscape Plan (showing all required tree preservation, tree planting, screening, and foundation plantings)		n/a
e. Site Lighting Plan (with locations and type of all proposed fixtures)		n/a
f. Parking and Loading Areas	discussed in October 2023 mtg.	✓
g. Site Grading (indicating any retaining walls and stormwater management/site drainage features)		n/a
h. Site Utilities and Solid Waste Management Plan	Duke Energy, Spartanburg Water : City of Spartanburg	✓
i. Preliminary Plat (as appropriate)		n/a
3. Elevations and Floor Plans for all buildings (Design Development or Construction Drawing Level)		
a. Building Elevations (in color, with proposed material call-outs)	attached	✓
b. Floor Plans	attached	✓
c. Roof Plan	permitted & complete	✓
d. Locations of mechanical equipment (ground and roof mounted)	inside & roof only	✓
e. Material selections (image and manufacturer product name/number)	attached	✓
f. Building Lighting Plan (with locations and type of all proposed fixtures)	locations marked by (L) with pics & materials attached	✓
g. Location of Signage		n/a
h. Existing Grade and Proposed Grade (with finished floor elevations and building height, measured from the highest curb elevation adjacent to the site)		n/a
i. Wall Sections that depict the various construction systems and materials specific to the proposed area of the building (i.e., not simply a "typical" wall section)	facade attached	✓
j. Material Selections and Colors (image and manufacturer product name/number AND material sample/color board) for all exterior materials, finishes, windows, awnings/canopies, and fixtures	windows, door & trim attached	✓
4. Perspective Illustrations (Minimum of 2)		
a. Proposed view on project side of street (including adjacent structures, as it would be seen at eye level by a pedestrian on a sidewalk abutting the property)	proposed drawing attached	✓
b. Proposed view on opposite side of street (including adjacent structures, as it would be seen at eye level by a pedestrian on a sidewalk across the street from the property)		n/a
c. A bird's eye view of the block bounded by the surrounding streets (as applicable)		n/a
d. Additional renderings/views (recommended)		n/a

FINAL REVIEW SCHEDULE:

- Initial Package Submitted to City – 3 weeks prior to DRB meeting
- Review by Design Manager – 1 week

January 12, 2024

To Whom It May Concern:

My name is Brandon McKillop and I will be reappearing before the Design and Review Board in the upcoming February meeting. I previously presented to you in October with regards to our plans for 249 E. Main St, formerly McMahan Shoes. During this meeting we were granted an exception to allow for a main level downtown residential space. The board wanted to see a different plan for the façade to preserve the commercial look, which we believe we have attained with our new plan.

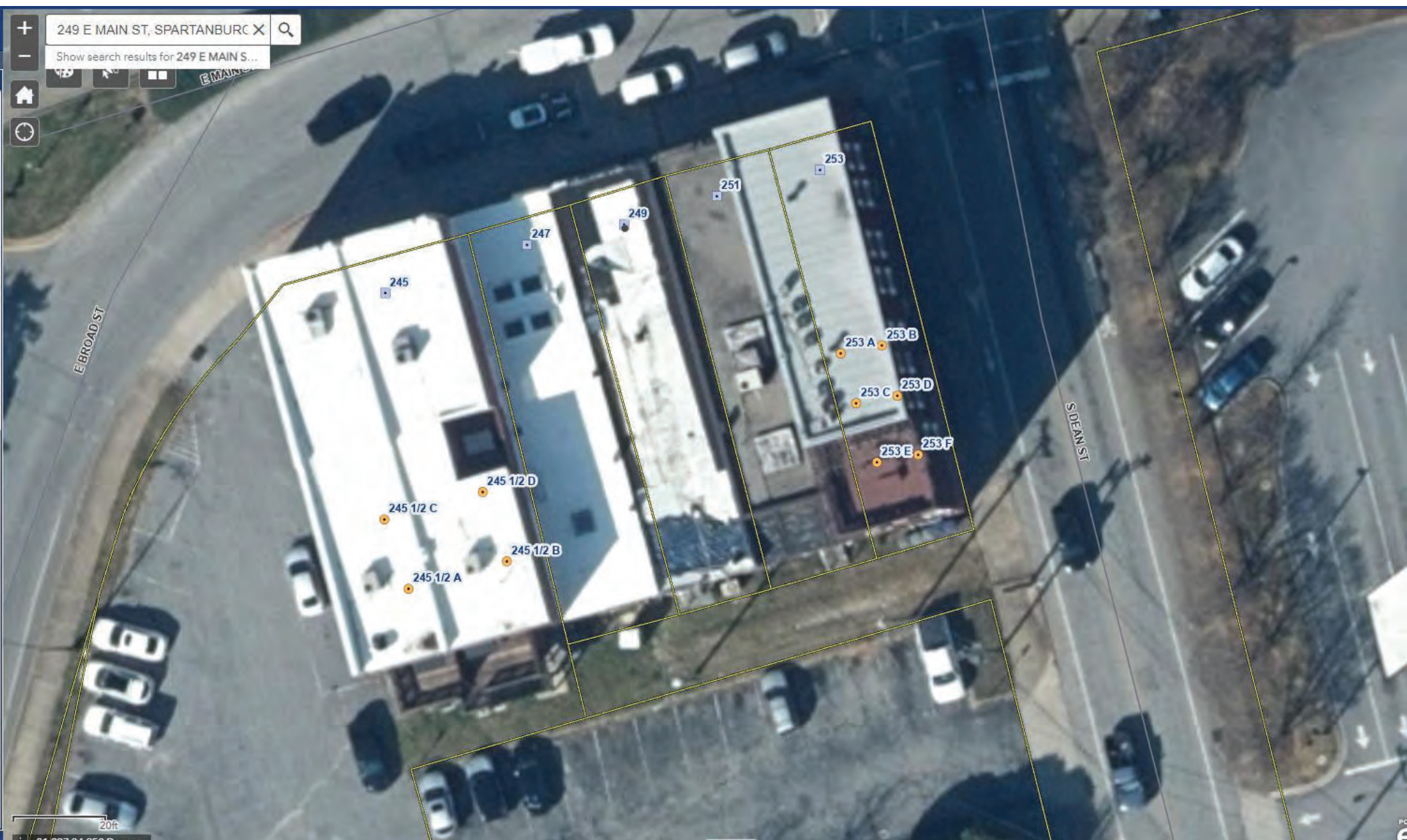
It has also come to my attention that we need to formally ask for an exception to the hardscape and landscape plan. There is no room for changes to the existing hardscape and landscape at 249 E. Main St.

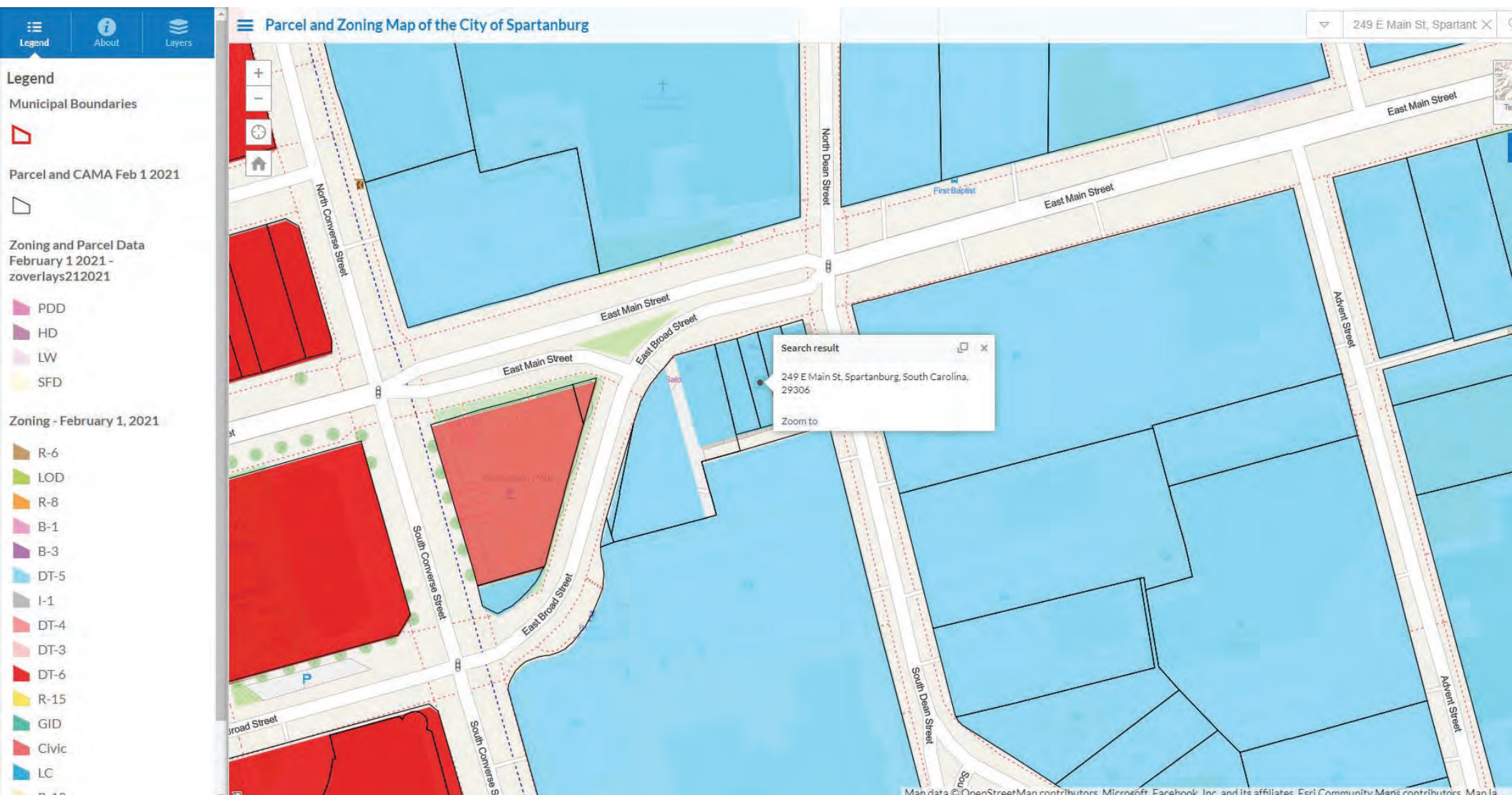
Thank you again for your time. I look forward to our next meeting and will be happy to entertain any questions you may have.

Sincerely,



Brandon McKillop



















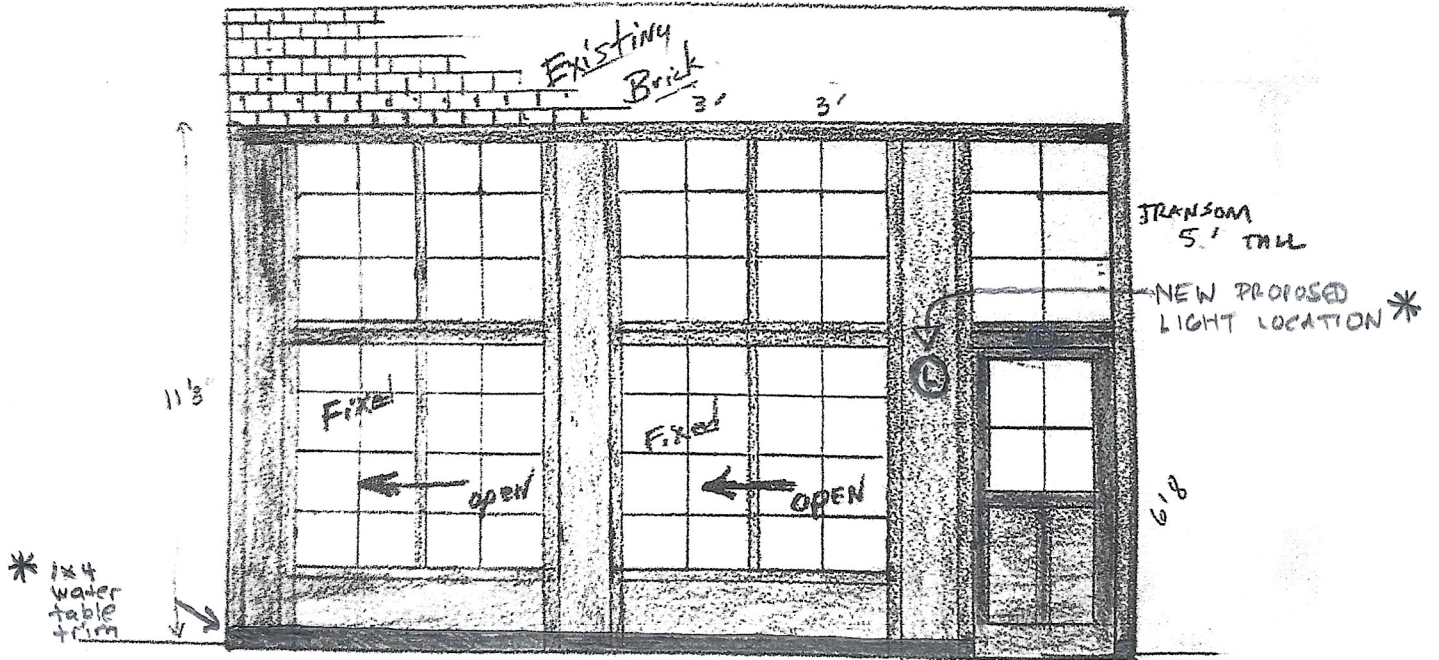






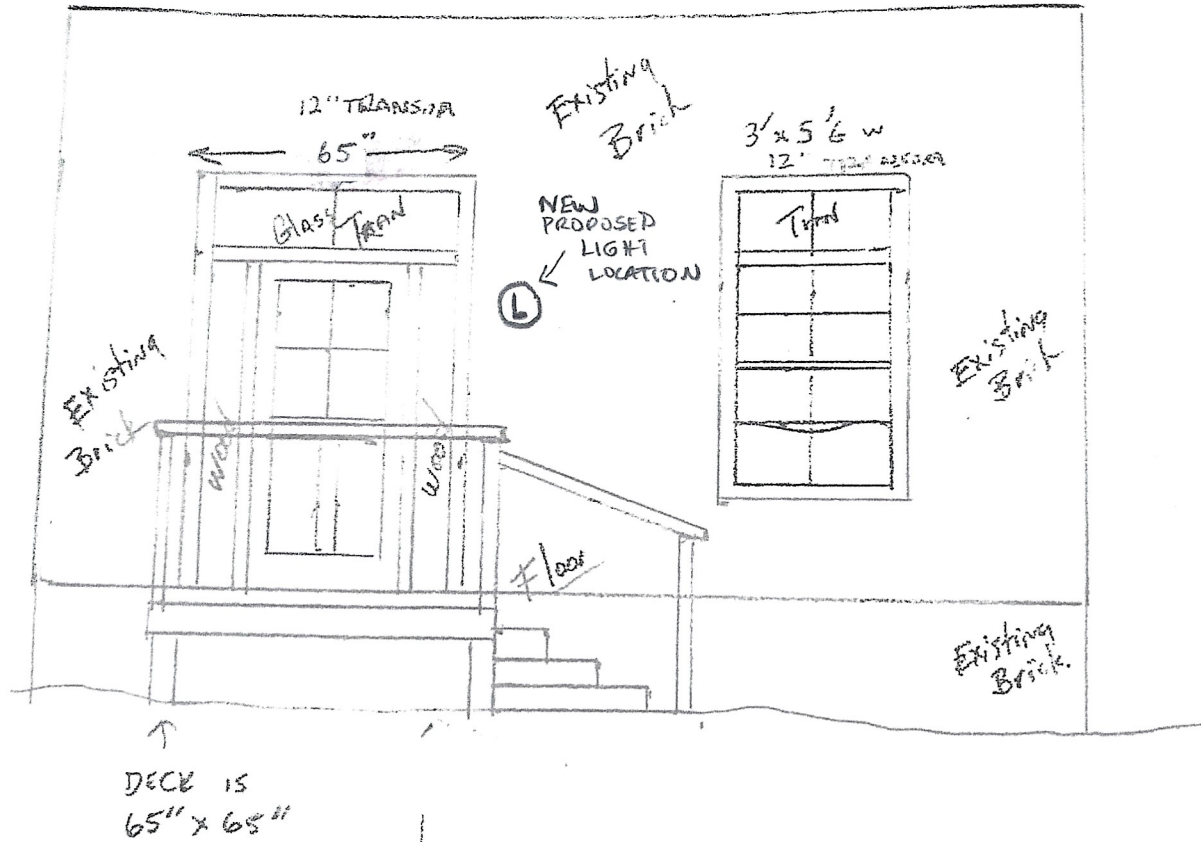


FRONT

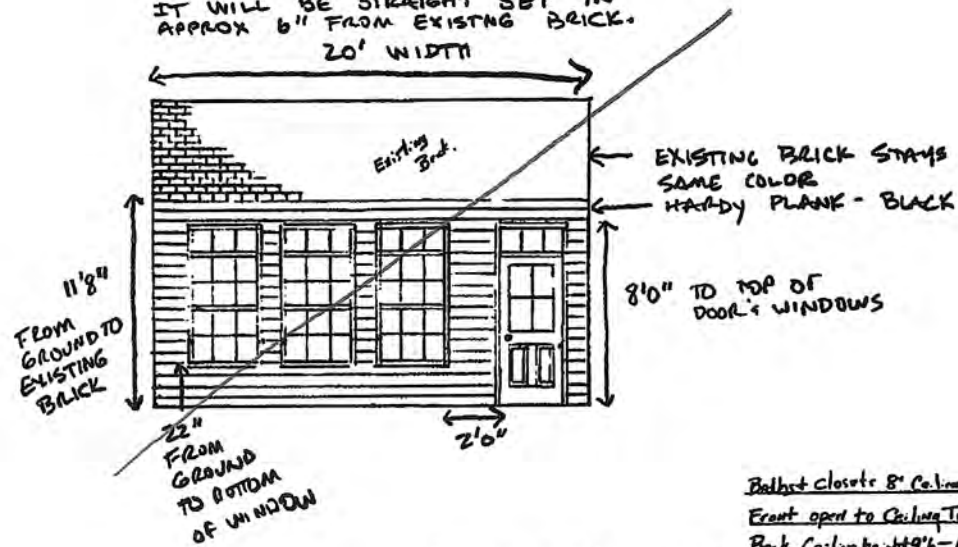


color: ~~Wood~~ Wood (pressure treated prime exterior trim) as shown in pictures.
 Tri coin Black
 HGSW 6258

REAR

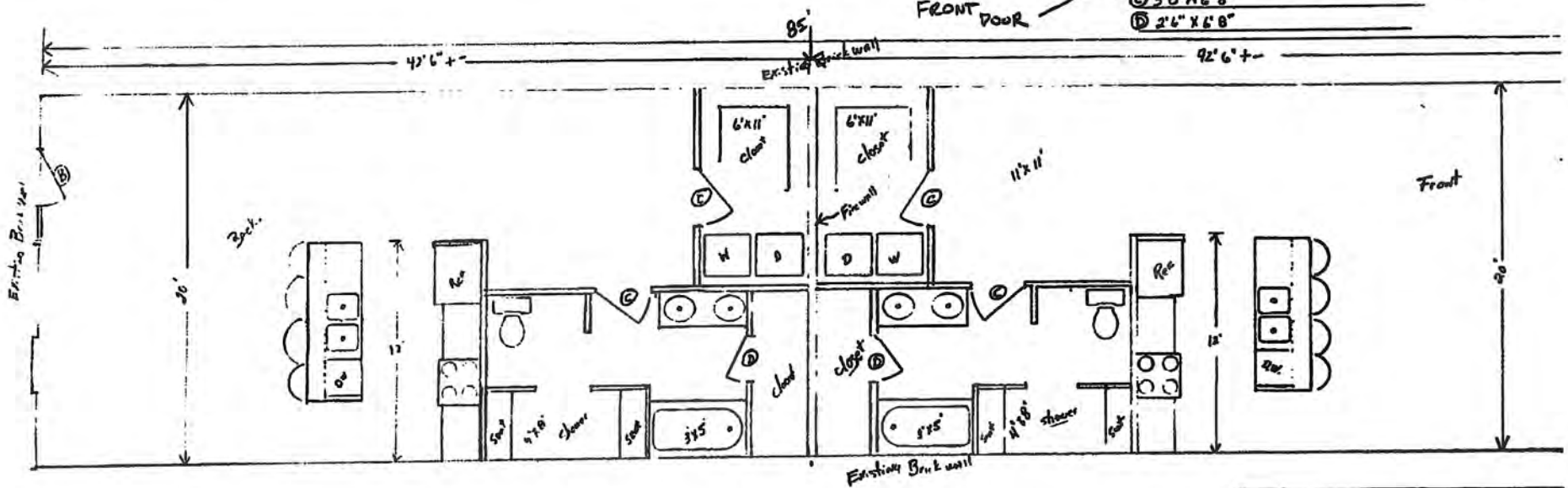


FRONT FACADE WILL NOT BE
 ANGLED AS IT CURRENTLY IS.
 IT WILL BE STRAIGHT SET IN
 APPROX 6" FROM EXISTING BRICK.
 20' WIDTH



3 WINDOWS IN
 FRONT
 FRONT DOOR

- Bathst closets 8' Ceiling
- Front open to Ceiling Truss
- Back Ceiling height 9'6"-10'
- ① 3'0" x 5'2" with 12" Transom - BLACK
- ② 3'0" x 6'8" with 12" Transom - BLACK
- ③ 3'0" x 6'8"
- ④ 2'6" x 6'8"



SCALE 1/8" = 1'-0"	APPROVED BY:	DATE:

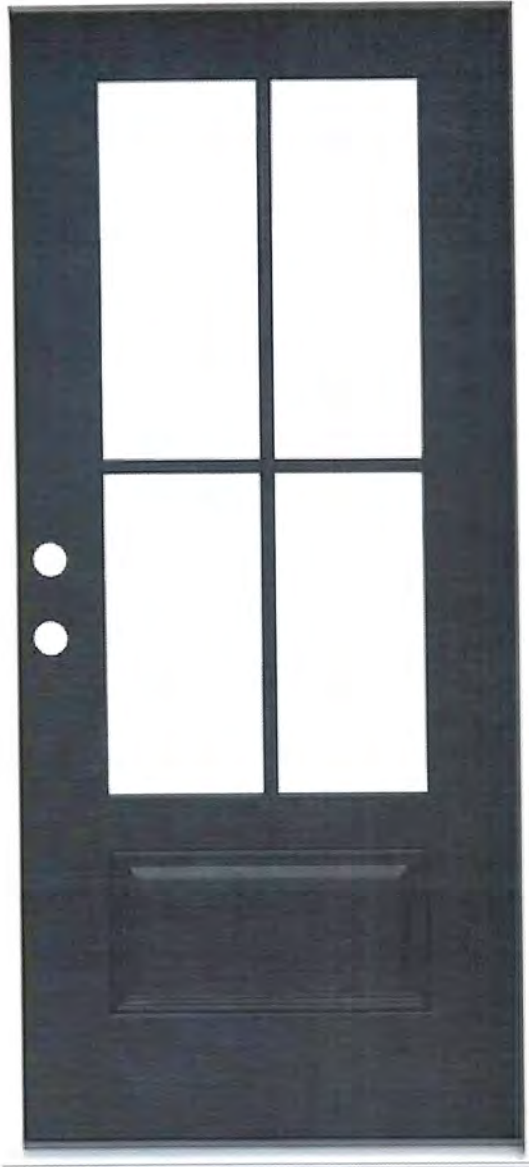
Top Rated

JELD-WEN

36 in. x 80 in. Right-Hand 4 Lite Clear Glass Black Painted Fiberglass Prehung Front Door with Brickmould



(26) Questions & Answers (43)



 Share 

JELD-WEN (Brand Rating: 3.8/5) ⓘ

60 in. x 60 in. V-4500 Series Black FiniShield Vinyl Right-Handed Sliding Window with Colonial Grids/Grilles



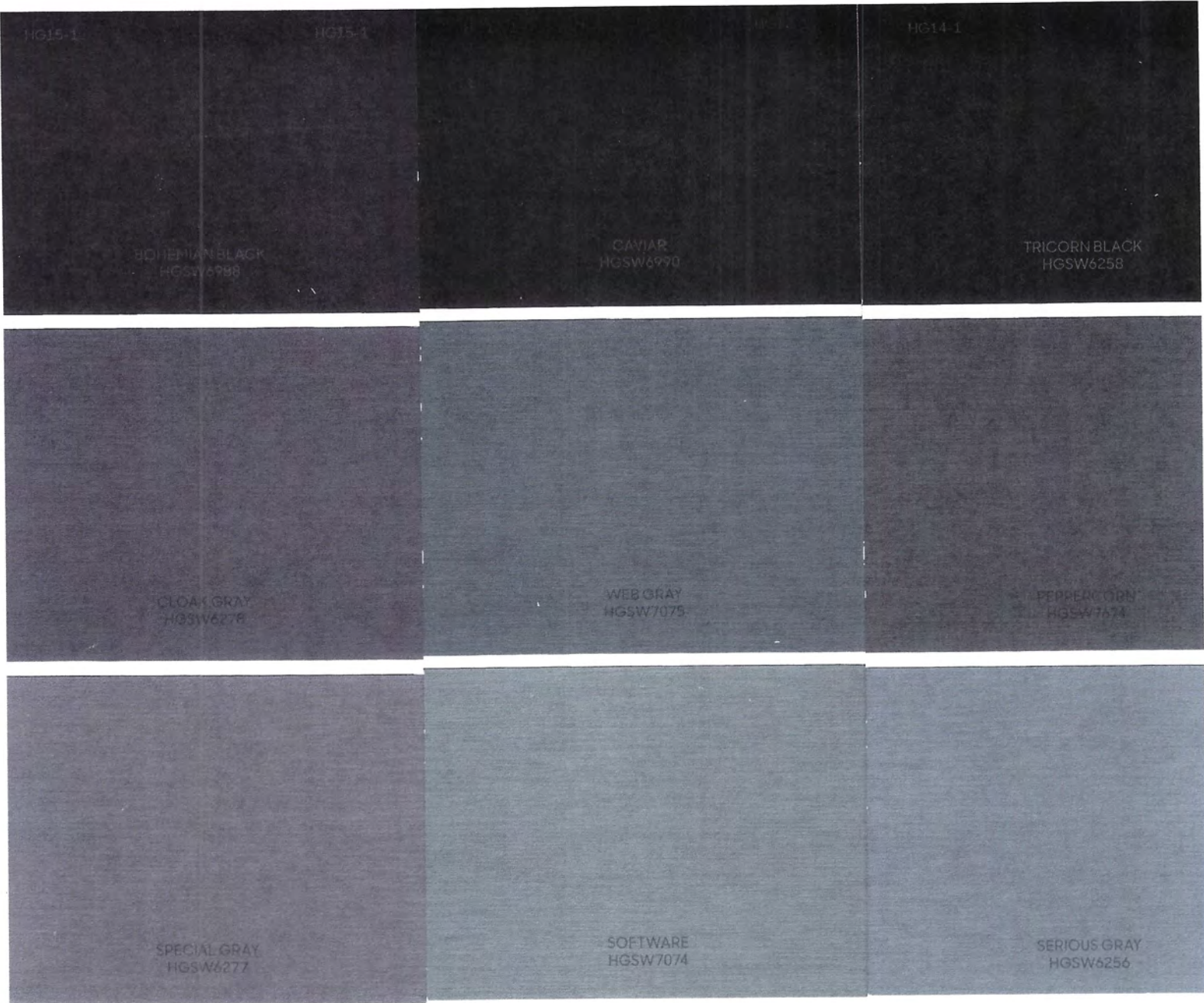
(1) ∨ Questions & Answers (7)



Exterior View







* TRICORN
BLACK
HGSW 6258

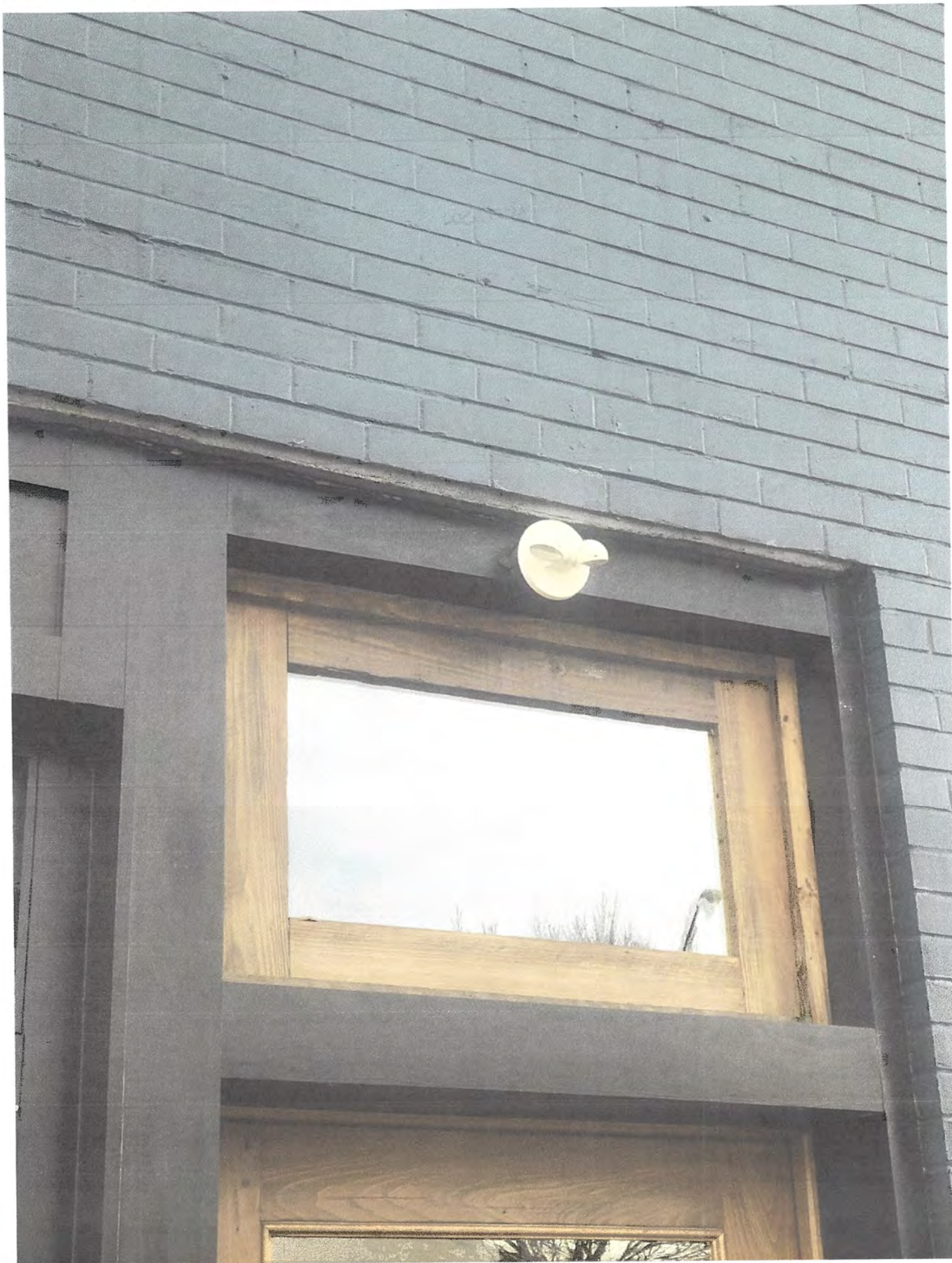


7"5/8

WILL BE 8"
SAME AS LEFT



BRICK = 7 5/8





Good Earth.
Lighting

**BATTERY
POWERED**

(Batteries sold separately)

ALIMENTATION PAR PILES (VENDU SÉPARÉMENT)
ALIMENTADA POR BATERIAS (SE VENDE POR SEPARADO)

LED

(((MOTION ACTIVATED)))



**USES
4x**

BATTERIES NOT INCL

UTILISE 4 PILES
(piles non inclus)

UTILIZA 4 BATERÍAS
(baterías no incluidas)

SE1289-BRS-02LF5-G

Bronze finish / Finition bronze / Acabado en bronce

**IP65 RATED MOTION
ACTIVATED SECURITY LIGHT**

**LAMPE DE SÉCURITÉ À COMMANDE
D'ÉCLAIRAGE ACTIVÉE PAR LES
MOUVEMENTS CLASSÉE IP65**

**LUZ DE SEGURIDAD ACTIVADA POR MOVIMIENTO
CON CLASIFICACIÓN IP65**

3
YEAR
LIMITED WARRANTY



IP65



Project Source 1-Light 11.81-in Black Outdoor Wall Light

Item #1479179 | Model #5290101012

[Shop Project Source](#)

★★★★★

75

♡



SUBJECT

DRB-249 E. Main Street

DATE

02/01/2024

DEPARTMENT

Community Development

COPIES TO

City Staff

TO

Members of the Spartanburg Design Review Board

TAX ID

7-12-19-002.00

PROJECT NUMBER

10-210098.00

NAME

Craig Lewis, Urban Design Consultant

craig.lewis@arcadis.com

GENERAL PROJECT OVERVIEW

The applicant is seeking to convert an existing one-story commercial building into a two-unit dwelling along Main Street between Broad Street and Dean Street.

AUTHORITY

This project is zoned DT-5. Formal design review and approval by the Design Review Board is required because of the requested change in use on the ground floor along Main Street from commercial to housing. The Board has previously approved the location of residential on the ground floor facing Main Street at their October, 2023 meeting subject to additional design scrutiny for consistency with the intent of the code.

DETERMINATION OF COMPLETENESS

- Application is partially complete for Preliminary Review. Additional questions have been posed to the applicant and are included at the end for additional material. The application still lacks the following:
 - Site plan showing the rear unit access to a sidewalk
 - Roof plan showing location of rooftop units

EXCEPTIONS REQUIRED FOR APPROVAL

- 6.1.2.B Key Principle: Housing – Housing should not be placed on the ground floor frontage in D-T6 and along Main Street. – **Approved by the DRB**

CODE REVIEW

- A. Applicability Matrix:** This is presumed to be a substantial modification where the improvements are greater than 50% of appraised value or a minor modification. Compliance is required of the expanded building area only (filling in of the front façade) and the landscaping requirements to the extent practical.
- B. Use Standards:** The proposed use is permitted by right (though not on the street facing side).
- C. District Standards:**
 - **3.3.1 Lot Configuration:** *Compliant*
 - **3.3.2 Primary Building Standards:** *Compliant*
 - **3.3.4 Building Height:** *Compliant*
 - **3.3.5 Permitted Parking Location:** *Not applicable*
 - **3.3.6 Building Frontage:** *Shopfront – permitted – awning or canopy required (see Table 1)*

D. General Standards:

- Not applicable

E. Lot/Site Standards:

- **5.1.1 Lot Frontage:** All lots must front on a street, square, or common open space. *Compliant*

F. Utilities and Trash Containment:

- **5.2.1 Underground Utilities:** *Compliant*
- **5.2.2 Solid Waste Storage Areas:** *No information provided*
- **5.2.3 Mechanical and Utility Equipment:** *No information provided*

G. Building Standards:

- **6.1.2 General Design Principles - Housing:** Housing should not be placed on the ground floor frontage in D-T6 and along Main Street. – *DRB previously approved exception*
- **6.1.3 General Design Principles – Mixed-Use Infill and Redevelopment:** *Compliant*
- **6.1.4 General Design Principles – Downtown Should be Urban:** *Compliant*
- **6.1.5 General Design Principles - Put People First:** Ground floor activity is critical to pedestrian comfort and activity. Long expanses of inactivity are strongly discouraged. – *DRB previously approved exception*
- **6.2 Required Building Design Standards:**
 - **6.2.1 Architectural Style:** *Compliant*
 - **6.2.2 Compatibility:** *Compliant*
 - **6.2.3 Proportions:** *Compliant*
 - **6.2.4 Wall Materials:** *Compliant*
 - **6.2.5 Façade Treatment:** *Compliant*
 - **6.2.6 Building Entrances:** *Compliant*
- **6.3 Specific Building Design Standards for Residential Structures/Frontages in D-T5 (option a)**
 - **6.3.1 Roof and Eaves:** *Compliant*
 - **6.3.2 Façade Design:** *Presumed Compliant – Calculation not provided*
 - **6.3.3 Building Entrances: Raised Entries** *Not Compliant – Exception provided by the DRB subject to enhanced design*
 - **6.3.5 Materials:** *Compliant*
- **6.4 Specific Building Design Standards for Mixed-use and Commercial Buildings in D-T5 (option b)**
 - **6.4.1 Roof and Eaves:** *Compliant*
 - **6.4.2 Canopies/Awnings:** *Existing canopy to be removed*
 - **6.4.3 Encroachments:** *Not applicable*
 - **6.4.4 Ground Level Detailing:** *Compliant*
 - **6.4.5 Materials:** *Compliant*

H. Parking:

- Not Applicable

I. Streetscape and Site Landscaping:

- **8.1 Required Streetscape:** 12 ft streetscape zone with a minimum 8 ft sidewalk and trees planted in wells consistent with downtown standards (40 ft on-center). - *One tree is required if there are no conflicts with underground utilities*

J. Signage: Not applicable.

ADDITIONAL COMMENTS AND SUGGESTIONS FOR BOARD CONSIDERATION

- **Front Unit Entry:** The proposed front façade is consistent with the neighboring commercial properties though we continue to question the direct access entry from the sidewalk into the living space of the unit. The code requires that residential units be elevated to provide a sense of privacy from the sidewalk but no alternate configuration has been provided. We would strongly encourage some type of visual offset or an entry vestibule to provide a more appropriate transition to the private space.
- **Rear Unit:** We remain very concerned about the quality of the space for the rear unit. There is very little natural light into the unit and the stairs from the entry drops to an unfinished landing. Additionally, there is no sidewalk that would provide all-weather access into the unit from the public sidewalk or parking area.
- **Rooftop units:** No rooftop plan was provided and we do not know the location of the rooftop mechanical units and if they will be properly screened.
- **Street Tree required:** Because the application is a change in use, the streetscape is required to be upgraded. Consistent with the downtown standards, one street tree is required, using a tree well.
- **Front Façade Canopy/Awning:** The existing canopy is being removed and no replacement has been provided. It is appropriate to provide some type of covering over a doorway, at a minimum, to provide shelter from the elements before entry. Along Main Street, the canopies and awnings of buildings also provide shelter from sun and rain to pedestrians walking by. It appears that no canopies or awnings have been provided in the renovation of the facades of the neighboring buildings, however, that should not be the precedent. Because this application requires Board approval, we strongly recommend the installation of some type of a canopy or awning that is consistent with the other commercial storefronts along Main Street and with the code requirements.

RECOMMENDATION

We remain very concerned that the quality of the residential units and the renovation of the façade are inconsistent with a Main Street location. While the DRB previously approved the conversion of the space to residential, they were very clear that they wanted to see that the level of investment was consistent with its Main Street location.

At present, we lack details about a rear entry landing and sidewalk as well as the location for rooftop mechanical equipment locations. In addition, we question the interior arrangement of the units to provide a sense of privacy that is consistent with other standards in the code for ground floor residential (e.g., elevated entries, landscape setback, courtyards). We are also very concerned that the lack of natural light into the rear unit makes for a very substandard living experience. To be clear, we are supportive of a wide diversity of housing affordability throughout the community and do not believe that this needs to be a luxury unit to fit in. However, along Main Street, the expectations are much higher than they would be if they were in a neighborhood setting and to be clear, we would have the same concerns of the quality of the interior space and its lack of natural light in any location.

We believe that the applicant would greatly benefit from design assistance from an architect or housing designer.

Because of the lack of information about the site plan and roof plan as well our concerns about the façade design and interior arrangements, we cannot recommend approval – preliminary or final – at this time.

Craig Lewis, FAICP, LEED AP, CNU-A
Phone: 704-609-9841
craig.lewis@arcadis.com

Questions to the applicant on 1/23 (applicants answers in red):

- The units as proposed appear to be open studios with no enclosed bedroom. The door appears to open in clear view of the bed location. We recommend altering the door location and providing a partial wall to provide some visual separation. Given that the street-side unit opens directly onto the public sidewalk, a visual screen is recommended. We have given this some consideration as well and like the idea of a temporary/moveable partial wall similar to what our neighbor next door uses in front of his windows. We have been looking and have yet to find exactly what we want but do plan to provide this to the tenant.
- It appears that you are planning to recess the front façade 8" from the outer brick façade. Please confirm. Yes...one side (left) is already recessed at 8". We are making the right side match.
- The rear elevation is showing an entry stair that conflicts with an existing HVAC unit. Will the current unit be demolished? Also, will this stair hit a landing and connect to a sidewalk? The HVAC unit has already been removed and no plans to put one back there. There are no sidewalks at the rear, but we would be happy to provide a small concrete landing/patio area at the bottom of the steps.
- Will the condenser units for each unit be roof mounted? Yes
- Can you please provide some description of what will happen with the existing utility connections on the rear elevation? We have been in talks with a Duke Energy engineer about power. We would like for it to enter at the rear on the left and be underground, but we will rely on the Duke engineer to give us best recommendations for location and entry.
- The units as currently proposed are quite deep and do not show opportunities for natural light from their entries, particularly in the bedroom. You had previously indicated the use of skylights or solar tubes? If so, please indicate on a roof plan. Our contractor advised against the use of sky lights based on roof slope and potential for leaks, however in the new design, has added very generous transoms over the windows and doors that will always be open (no blinds) and provide a good amount of natural light.
- We assume that the current façade brick will be cleaned and re-pointed. Please confirm. Yes, cleaned and repointed where needed.
- Is the existing canopy to remain and be cleaned and repaired or will it be demolished? No canopy will remain
- Please dimension the watertable panel height as well as the vertical trim. Right now, with 5'6" window heights, there will be roughly 14-16" from ground to bottom of window and our contractor says a 1x4 will serve as our water table trim across the bottom and across the 3 vertical trim pieces as well.
- The proposed lighting is not appropriate for a streetside façade. Please consider more decorative fixtures. We are happy to consider more decorative fixtures. We just used the one picture from a neighboring building to show lighting location and picked another black fixture we thought would look better than the white fixture used next door. We will find a nicer option.
- Given that the units are residential, you might want to consider a solid door without windows for safety. We like the idea of having some additional light from the glass in the door, but for privacy and safety, we plan to use frosted glass. Our contractor believes this will be a nice safe option.