

Agenda
Design Review Board (DRB)
August 4, 2026, at 5:30 PM
Dr. TK Gregg Community Center
650 Howard St. Spartanburg, SC 29303

- I. Roll Call**
- II. Freedom of Information Act Compliance** – Public notification of the meeting has been published, posted, and mailed in compliance with the Freedom of Information Act and requirements of the City of Spartanburg Zoning Ordinance.
- III. Rules and Procedures for Meeting Conduct**
- IV. Approval of Agenda**
- V. Disposition of Minutes of July 7, 2026 meeting**
- VI. Old Business:** None
- VII. New Business:**
 - a. DRB-26-020-00003** — The Design Review Board (DRB) has received a request for Preliminary Conceptual Approval of the proposed development, Carolina Foothills Credit Union Branch, located at 520 N Church St (Tax Map Sheet: 7-12-01-179.00) with a zoning designation of D-T5 (Downtown Urban Center). Owner: Scott Weaver / Applicant: Joseph Schwarz
- VIII. Bylaws Item:** Election of 2026-2027 Officers
- IX. Staff Announcements**
- X. Adjournment**

Meeting Minutes of the Design Review Board (DRB)
Tuesday, July 7, 2026, at 5:30pm
Dr. TK Gregg Recreation Center

Attendance

Board Members Present

- Jean Crowther, Vice Chair
- Danny Balon
- Brian Sanders

Staff Present

- Fredalyn Frasier, Planning Director
- Dominick Calace, Planner I

Others Present

- Jeremy Roh, RAD Architecture
- Sachin Shanbhag, Pinnacle Partnership
- Members of the public

Call to Order

Vice Chair Crowther called the regular meeting of the Spartanburg Design Review Board to order at 5:30 p.m. A quorum was established, and public notice and meeting procedures were reviewed.

Approval of Agenda

On a motion by Mr. Balon and seconded by Mr. Sanders, the agenda was approved by a vote of 3-0.

Approval of Meeting Minutes (May 5, 2026)

On a motion by Mr. Sanders and seconded by Mr. Balon, the minutes of the May 5, 2026 meeting were approved by a vote of 3-0.

Old Business:

No old business was presented.

New Business:

DRB-26-02000002 - Home2 Suites - Preliminary Conceptual Approval

The Board considered a request for Preliminary Conceptual Approval for the proposed Home2 Suites hotel located at 234 North Church Street in the DT-6 Downtown Urban Core zoning district. The request included two exceptions: a shopfront/awning exception for the full length of the facade and a ground-level glazing exception for direct views into the building interior.

Applicant Presentation

- Jeremy Roh of RAD Architecture presented the proposed 107-room, six-story hotel at the corner of North Church Street and Archer Street.
- The building is located at the street corner, with a 16-foot streetscape zone along North Church Street and Archer Street, including sidewalk area, street trees, and tree grates.

Planning Department

- Parking is proposed behind the building, accessed from Archer Street. The site includes 51 surface parking spaces, with remaining hotel parking to be provided in a nearby parking deck.
- The main lobby and amenity spaces are located toward North Church Street, with guest rooms along North Church Street and Archer Street and an outdoor amenity area for hotel guests.
- The parking-lot elevation follows the Home2 Suites prototype and includes the main entry and drop-off area. The street-facing elevations include tower/bay elements wrapping the corner, storefront glazing and canopies along North Church Street, transom windows along Archer Street, herringbone brick panels, privacy screening, and landscape areas to reduce blank wall conditions and soften the streetscape.
- The exterior materials include a red brick base intended to relate to downtown Spartanburg, fiber cement panels, and fiber cement lap siding. Rooftop mechanical equipment is proposed to be screened by the building parapets.
- The applicant stated that the building height is approximately 80 feet 10 inches to the top of the tower element, with the sixth floor below the high-rise threshold.

Public Comments

Chair Crowther opened the public comment period. Billy Dunlap, Chief Tourism Development Officer with OneSpartanburg, spoke in favor of the request. Mr. Dunlap stated that additional downtown hotel rooms are needed to support tourism and event activity, noting that OneSpartanburg works with approximately 120 events annually and that limited hotel capacity has required room nights to be sent to Greenville. No members of the public spoke in opposition. On a motion by Mr. Balon and seconded by Mr. Sanders, the public comment period was closed unanimously.

Board Deliberation and Staff Comments

- Mr. Sanders asked whether the street trees along North Church Street were existing or proposed. The applicant confirmed that new trees are proposed to better relate to the building and streetscape.
- The Board asked about the screened area in front of the ground-floor guest rooms. The applicant explained that the area is not accessible from the rooms and is intended as a landscaped buffer with screening for guest privacy.
- Vice Chair Crowther read comments from Mr. Lukas Hauser, Board Member, who was unable to attend. Mr. Hauser expressed concern that the Church Street entrance should function as a meaningful pedestrian entrance rather than requiring pedestrians to move awkwardly through the breakfast area or use the parking-lot entrance.
- The applicant explained that the main arrival, drop-off, and reception area are located on the parking-lot side, but the Church Street door would be usable by hotel guests through card-reader access.
- Board members discussed the importance of maintaining clear pedestrian access at the Church Street entrance while recognizing that most guests would likely arrive by car. Members also noted that the storefront glazing and active interior spaces along Church Street would contribute positively to the streetscape.
- Board members expressed support for the site layout, including the placement of parking behind the building, screening of the amenity area, additional landscaping, warm lighting, and the use of a brick base and materials that better relate to downtown Spartanburg.
- Planning staff stated that the applicant had worked with staff to improve the Church Street frontage and reduce the number of exceptions requested from approximately five to two. Staff

Planning Department

supported Preliminary Conceptual Approval and noted that lighting and other final design details would continue to be reviewed before final approval.

Motion

On a motion by Mr. Balon and seconded by Mr. Sanders, the Design Review Board granted Preliminary Conceptual Approval for the Home2 Suites project, including approval of the two requested exceptions. The motion passed by a vote of 3-0.

Bylaws Item

- The Board deferred officer elections to the next meeting due to the smaller number of members present. On a motion by Mr. Balon and seconded by Mr. Sanders, the item was deferred unanimously.

Staff Announcements

- Staff presented updated public notification materials, including reusable project signs with QR codes linking to project information and new postcard mailers. Staff noted that the new process will reduce printing waste and improve efficiency, and that each board will have a distinct sign color.

Adjournment

On a motion by Mr. Balon and seconded by Mr. Sanders, the meeting was adjourned unanimously at 5:58 p.m.

Jean Crowther, Vice Chair

DATE

July 28, 2026

TO

Design Review Board Members

PROJECT/ADDRESS/ TAX IDCarolina Foothills Federal Credit Union /
520 N Church St / 7-12-01-179.00**PROJECT NUMBER**

DRB- 26-02000003

REVIEW STATUS – Preliminary Review**COPIES TO**

City Departments/Applicant

STAFF

Fredalyn M. Frasier, Planning Director

Dominick Calace, Planner I

GENERAL PROJECT OVERVIEW

Carolina Foothills Federal Credit Union proposes to redevelop its North Church Street branch following a November 2025 fire that severely damaged the existing facility. The project includes construction of a new approximately 23-foot-tall building with brick, stone, precast concrete, metal panels, glazing, landscaping, masonry buffer walls, and an improved streetscape. The property is located within the D-T5 Downtown District and Side Yard Parking Overlay. The applicant is also requesting a modification to allow controlled right-in/right-out access from North Church Street, subject to SCDOT approval.

AUTHORITY & APPLICABILITY

This parcel is zoned D-T5. The proposed project is a new construction development on an undeveloped site. In accordance with Section 2.2.3, all standards of the Downtown Code apply. Formal design review and approval by the Design Review Board is required.

DETERMINATION OF COMPLETENESS

Application is complete.

EXCEPTIONS REQUIRED

- **7.1.4 Parking Area Access:** To permit two driveways on a primary frontage in the D-T5 zoning district.
- **8.1 Required Streetscape:** To permit a 5ft sidewalk and no planting area on Parsonage Lane

CODE REVIEW

Deficiencies noted, or exceptions or deviations required, are noted in *blue italics*

A. Use Standards: The proposed use is a Credit Union. This use is permitted by right.

B. District Standards:

- **3.3.1 Lot Configuration:** *Compliant*
- **3.3.2 Primary Building Standards:** *Compliant*
- **3.3.3 Accessory Building Standards:** *Not Applicable*
- **3.3.4 Building Height:** 2 stories minimum – proposed 23ft height – *Compliant*
- **3.3.5 Permitted Parking Location:** Sideyard Parking Overlay – *Compliant*
- **3.3.6 Building Frontage:** Shopfront and Awning – *Compliant*

C. General Standards:

- **4.3 Sideyard Parking Overlay:** For D-T5 lots with frontage along certain streets without on-street parking as noted on the Downtown Regulating Plan, the standards shall be as follows.
 - a. **Frontage Build-Out Exemption:** There shall be no required frontage build-out – *Compliant*
 - b. **Parking Location:** Parking may be permitted in the side yard behind any required screening however no parking may not be located at a corner – *Compliant*

D. Lot/Site Standards:

- **5.1.1 Lot Frontage:** All lots must front on a street, square, or common open space – *Compliant*
- **5.1.2 Corner Lots:** Buildings located at street intersections must place the main building, or part of the building, at the corner – *Compliant*
- **5.1.3 Pedestrian Entries from Frontage Line:** *Compliant*
- **5.1.4 Setbacks:** *Compliant*
- **5.1.5 Adjacent Lots:** *Compliant*

E. Utilities and Trash Containment:

- **5.2.1 Underground Utilities:** *Presumed Compliant – examined at site plan review*
- **5.2.2 Solid Waste Storage Areas:** *Compliant*
- **5.2.3 Mechanical and Utility Equipment:** *Equipment screening to be reviewed with Final Application. Ground level HVAC pad must be screened from Parsonage Lane.*

F. Building Standards:

- **6.1.1 General Design Principles - Connectivity:** *Compliant*
- **6.1.2 General Design Principles - Housing:** *Compliant*
- **6.1.3 General Design Principles – Mixed-Use Infill & Redevelopment:** *Compliant*
- **6.1.4 General Design Principles - Downtown Should be Urban:** *Compliant*
- **6.1.5 General Design Principles - Put People First:** *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:** *Not Applicable*
- **6.4 Specific Building Design Standards: Mixed-Use and Commercial Buildings in D-T5 & D-T6**
 - **6.4.1 Roof and Eaves:** *Compliant; Rooftop equipment screening to be confirmed with Final Approval*
 - **6.4.2 Canopies/Awnings:** *Compliant*
 - **6.4.3 Encroachments:** *Compliant*
 - **6.4.4 Ground Level Detailing:**
 - a. **Minimize Blank Walls:** *Compliant*
 - b. **Ground Level Glazing:** *Compliant*
 - c. **Transparency Zone:** *Compliant*
 - **6.4.5 Materials:** *Compliant*

G. Parking:

- **7.1.1 General Design Standards:** *Compliant*
- **7.1.2 On-Street Parking:** *Not Applicable*
- **7.1.3 Interconnected Parking Lots:** *Not Applicable*
- **7.1.4 Parking Area Access:** ***Exception Required***
 - Parking must be accessed from a rear alley or secondary frontage.
The proposed plan includes the use of two existing curb cuts on Church Street for a right-in/right-out traffic pattern, as well as a full-access drive on Parsonage Lane.
- **7.2 Bicycle Parking:** *Compliant*

H. Streetscape and Site Landscaping:

- **8.1 Required Streetscape:** ***Exception Required***
 - D-T5: 12 ft zone with 8 ft wide sidewalk and trees in wells or 6 ft wide planter beds.
The streetscape requirements are proposed as an 8ft sidewalk and 6ft planting strip along Church Street, the primary frontage. Along Parsonage Lane, a 5ft sidewalk is proposed without the required planting strip or tree wells.
- **8.2 Parking Area Landscaping:**
 - **8.2.1 Required Plantings:** *Landscape plan to be reviewed with Final application*
 - **8.2.2 Parking Area Screening:** *3ft masonry wall matching the primary structure proposed along Church Street frontage – Compliant*
- **8.3 Streetscreens:** *Not Applicable*
- **8.4 Fences:** *Not Applicable*

I. Signage: *Not Applicable*

ADDITIONAL COMMENTS AND SUGGESTIONS FOR BOARD CONSIDERATION

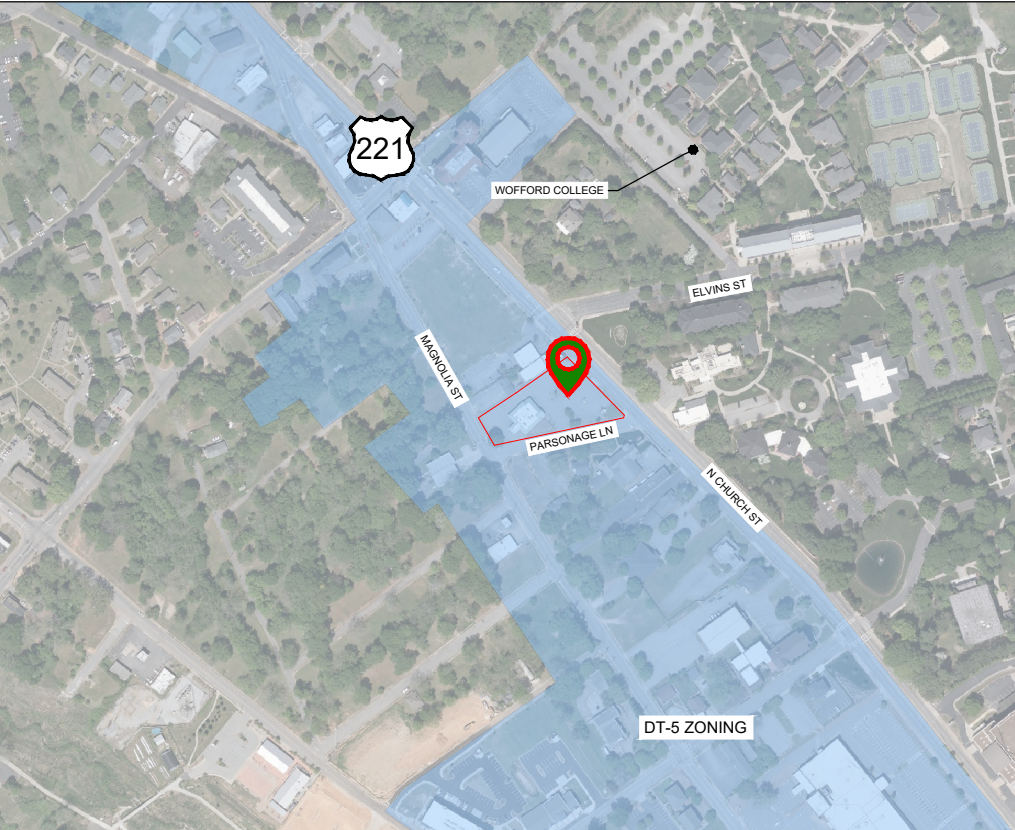
1. The site plan does not meet the required D-T5 streetscape standards along Parsonage Lane. It is recommended that the sidewalk width be increased beyond the current 5 feet to better align with the intent of the overall Downtown streetscape standards to enhance the pedestrian environment.

RECOMMENDATION

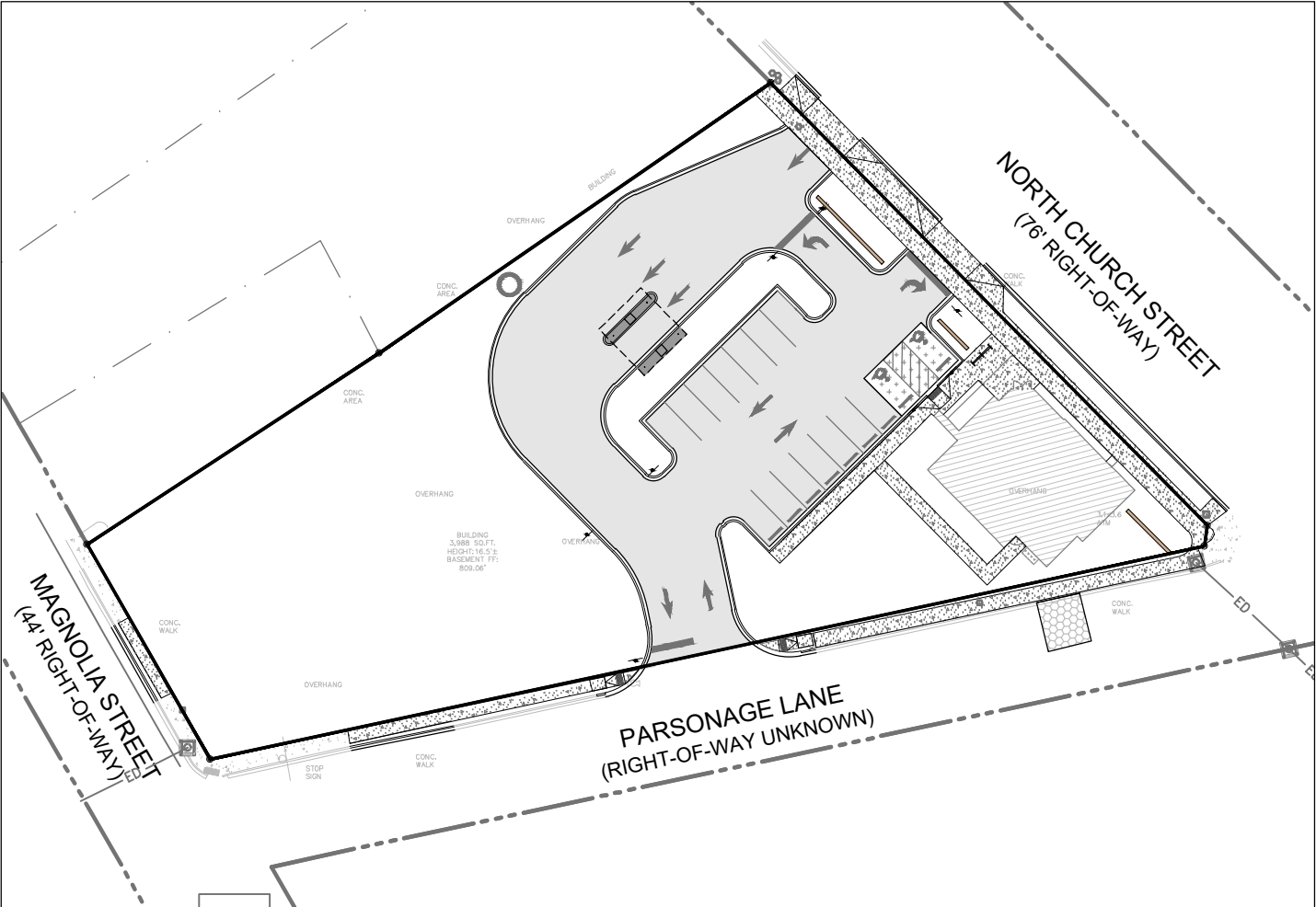
The following exceptions are required for Preliminary Approval:

1. **7.1.4 Parking Area Access**
2. **8.1 Required Streetscape**

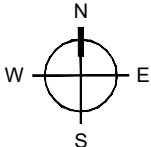
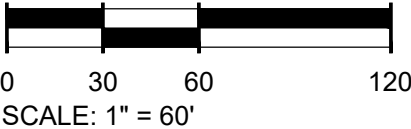
SITE LOCATION MAP



SITE OVERVIEW



CAROLINA FOOTHILLS CREDIT UNION	
Sheet Number	Sheet Title
C1.0	TITLESHEET
C1.1	LEGEND & REVISION NOTES
C2.0	SURVEY
C2.1	EXISTING CONDITIONS & DEMOLITION PLAN
C5.0	SITE PLAN
C7.0	GRADING PLAN
C8.0	DRAINAGE PLAN
C11.0	UTILITY PLAN
L1.0	LANDSCAPE PLAN
L1.1	LIGHTING PLAN



PROJECT CONTACTS

DEVELOPER: NEWGROUND 15450 S OUTER FORTY DRIVE, SUITE 300 CHESTERFIELD, MO 63017 CONTACT: JOSEPH SCHWARZ [REDACTED]	CIVIL ENGINEER & LANDSCAPE ARCHITECT: SEAMON, WHITESIDE & ASSOCIATES, INC 104 N DANIEL MORGAN AVENUE, SUITE 300 SPARTANBURG, SC 29306 CONTACT: ANDREW ACKLEY, PE [REDACTED]	SURVEYOR: FREELAND & ASSOCIATES 323 W STONE AVENUE GREENVILLE, SC 29609 CONTACT: JONATHAN CLARK, PLS [REDACTED]
POWER: DUKE ENERGY 290 BEAUMONT AVENUE SPARTANBURG, SC 29303 CONTACT: STEVEN PRYOR [REDACTED]	SEWER: SPARTANBURG SANITARY SEWER DISTRICT 175 N LIBERTY STREET SPARTANBURG, SC 29306 CONTACT: CASEY CROWN [REDACTED]	STORMWATER: CITY OF SPARTANBURG PUBLIC WORKS DEPARTMENT 801 UNION STREET SPARTANBURG, SC 29302 CONTACT: JAY SQUIRES [REDACTED]
GAS: PIEDMONT NATURAL GAS 4720 PIEDMONT ROW DRIVE CHARLOTTE, NC 28210 CONTACT: DEE DEE HANKS [REDACTED]	WATER: SPARTANBURG WATER SYSTEM 175 N LIBERTY STREET SPARTANBURG, SC 29306 CONTACT: KEVIN SMITH [REDACTED]	



520 N. Church St.
Spartanburg, SC 29303

TITLESHEET
Carolina Foothills Federal
Credit Union

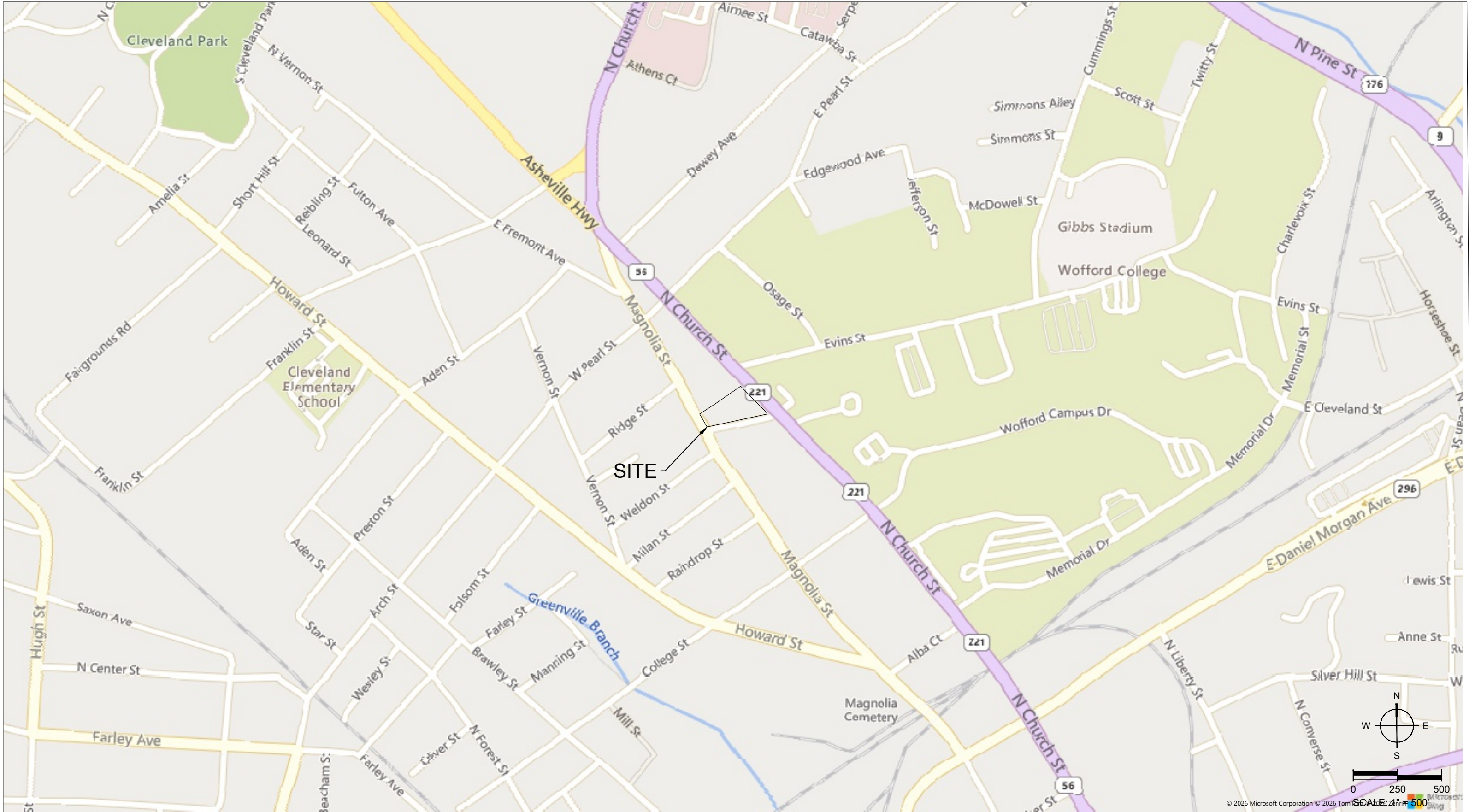


SD001
06/25/26

SOUTH CAROLINA - DRAWING LEGEND

NOTE: THIS LEGEND DOES NOT APPLY TO 'SURVEYING' SHEET(S).
THOSE ARE SHOWN IN THE ORIGINAL FORMAT AS RECEIVED BY THE SURVEYOR.

LINES	EXISTING	NEW	SYMBOLS	EXISTING	NEW	SYMBOLS	EXISTING	NEW	ABBREVIATIONS	EXISTING	NEW
PROPERTY BOUNDARY		N/A	BENCHMARK		N/A	POWER POLE			ACCESS EASEMENT	EX. A.E.	A.E.
RIGHT OF WAY			PROPERTY CORNER		N/A	GUY WIRE		N/A	AUTHORITY HAVING JURISDICTION	EX. AHJ	AHJ
LOT LINE	N/A		SEWER MANHOLE			LIGHT POLE			CORRUGATED METAL PIPE	EX. CMP	CMP
ADJOINING PROPERTY LINE		N/A	SEWER PUMP STATION	N/A		ELECTRIC BOX		N/A	DUCTILE IRON PIPE	EX. DIP	DIP
CENTERLINE			SEWER GREASE TRAP	N/A		ELECTRIC MANHOLE		N/A	GASKETED REINFORCED CONCRETE PIPE	EX. GRCP	GRCP
SETBACK			SEWER CLEANOUT			CABLE PEDESTAL		N/A	GENERAL UTILITY EASEMENT	EX. G.U.E.	G.U.E.
BUFFER			SEWER OIL & WATER SEPARATOR	N/A		TELEPHONE PEDESTAL		N/A	HIGH-DENSITY POLYETHYLENE PIPE	EX. HDPE	HDPE
STREAM BUFFER		N/A	SEWER SERVICE CONNECTION	N/A		GAS VALVE		N/A	HOME OWNER'S ASSOCIATION	EX. HOA	HOA
STREAM CENTERLINE		N/A	STORM TYPE 1			TREE			IN ACCORDANCE WITH	EX. IAW	IAW
WETLAND BUFFER		N/A	STORM TYPE 9			ADA PARKING			INGRESS/EGRESS EASEMENT	EX. I/E E.	I/E E.
FLOOD LINE		N/A	STORM TYPE 16			SIGN			POLYVINYL CHLORIDE PIPE	EX. PVC	PVC
EASEMENT			STORM TYPE 17 LEFT			WHEELSTOP	N/A		POND MAINTENANCE EASEMENT	EX. P.M.E.	P.M.E.
CURB & GUTTER (STRAIGHT)			STORM TYPE 17 RIGHT			TRASH CAN	N/A		PROPERTY OWNER'S ASSOCIATION	EX. POA	POA
CURB & GUTTER (ROLL)			STORM TYPE 18			BOLLARD	N/A		REINFORCED CONCRETE PIPE	EX. RCP	RCP
FENCE			STORM CATCH BASIN			REVISION ID	N/A		SEWER EASEMENT	EX. S.E.	S.E.
GUARDRAIL			STORM ISOLATION BOX			SWPPP SYMBOLS	NEW		STORM DRAINAGE EASEMENT	EX. S.D.E.	S.D.E.
TREELINE		N/A	STORM JUNCTION BOX			PORTABLE TOILET			WATER EASEMENT	EX. W.E.	W.E.
PHASE LINE	N/A		STORM MANHOLE			CONCRETE WASHOUT			WATER SURFACE ELEVATION	EX. W.S.E.	W.S.E.
SEWER (GRAVITY)	ES	S	STORM OUTLET CONTROL STRUCTURE			CONSTRUCTION ENTRANCE					
SEWER (FORCE MAIN)	EFM	FM	STORM YARD INLET (ROUND/RECTANGULAR)			CONSTRUCTION ENTRANCE WITH TIRE WASH			HATCHES	NEW	
SEWER SERVICE	N/A	SS	STORM FLARED END SECTION	N/A		CHECK DAM			STANDARD DUTY ASPHALT		
WATER LINE	EW	W	STORM BEEHIVE GRATE	N/A		SEDIMENT TUBE			HEAVY DUTY ASPHALT		
FIRE LINE	N/A	FW	WATER METER			SKIMMER			DOT ASPHALT		
WATER SERVICE	N/A	WS	WATER METER RESIDENTIAL (SINGLE, DOUBLE)			FILTER FABRIC INLET PROTECTION (TYPE A)			MILL & OVERLAY (SCDOT)		
CONDUIT	EC	C	WATER DETECTOR CHECK	N/A		WIRE MESH & STONE INLET PROTECTION (TYPE B)			STANDARD DUTY CONCRETE (ADA PARKING SPACES)		
NATURAL GAS	EG	G	WATER IRRIGATION METER	N/A		BLOCK & GRAVEL INLET PROTECTION (TYPE C)			HEAVY DUTY CONCRETE		
OVERHEAD ELECTRICAL	EP	P	WATER YARD HYDRANT	N/A		SEDIMENT FILTER INLET PROTECTION (TYPE E)			CONCRETE SIDEWALK		
UNDERGROUND ELECTRICAL	EUP	UP	WATER BACKFLOW PREVENTER	N/A		WEEP FILTER INLET PROTECTION (TYPE F)			CONCRETE SIDEWALK (RESIDENTIAL)		
TELEPHONE	ET	T	WATER BENDS (11.25°, 22.5°, 45°, 90°)	N/A		COMBO WEEP & SEDIMENT FILTER INLET PROTECTION			DETECTABLE WARNING		
UNDERGROUND CABLE	ETV	TV	WATER TEE	N/A		DANDY SACK OR GRATE			GRAVEL		
UNDERGROUND FIBER OPTIC	EFO	FO	WATER CROSS	N/A		GATOR INLET PROTECTION			RIVER ROCK		
PREVIOUS PHASE STORM PIPE		N/A	WATER CAP	N/A		BONDED FIBER MATRIX (SEE TURF AND GRASSES SPECIES)			AGGREGATE		
STORM PIPE	ED		WATER BLOW OFF	N/A		DUST CONTROL			FRESHWATER WETLAND		
ROOF DRAIN	ERD	RD	WATER BUTTERFLY VALVE	N/A		EROSION CONTROL BLANKETS (SEE TURF AND GRASSES SPECIES)			FRESHWATER WETLAND BUFFER		
SUBSURFACE DRAINAGE	ED	UD	WATER CHECK VALVE	N/A		FLEXIBLE GROWTH MEDIUM (SEE TURF AND GRASSES SPECIES)			SALTWATER MARSH		
DRAINAGE BASIN LIMITS	N/A		WATER GATE VALVE			MULCHING (SEE TURF AND GRASSES SPECIES)			SALTWATER MARSH BUFFER		
SWALE ARROW	N/A		WATER POST INDICATOR	N/A		SURFACE ROUGHENING (SEE SCHEDULE IN EC NOTES)			SITE CLEARING AREA		
GENERAL FLOW ARROW	N/A		WATER TAPPING SLEEVE AND VALVE	N/A		TEMPORARY SEEDING (SEE SCHEDULE IN EC NOTES)			AREA PREVIOUSLY CLEARED INCLUDED IN LIMITS OF DISTURBANCE		
ELEVATION CONTOUR			WATER REDUCER	N/A		TYPICAL LOT EROSION CONTROL			EROSION CONTROL MATTING		
SILT FENCE	ESF	SF	WATER FIRE HYDRANT			SODDING (SEE TURF AND GRASSES SPECIES)			AREA TO BE PERMANENTLY STABILIZED		
SILT FENCE & TREE PROTECTION	N/A		WATER FDC REMOTE	N/A		PERMANENT SEEDING (SEE TURF AND GRASSES SPECIES)					
REINFORCED SILT FENCE	ERSF	RSF	WATER FDC ON BUILDING	N/A		TURF REINFORCEMENT MATTING					
REINFORCED SILT FENCE & TREE PROTECTION	N/A					STONE OUTLET STRUCTURE					
TREE PROTECTION	N/A	TP				RIPRAP (FES, BPE)					
NON TRENCH TREE PROTECTION	N/A	NTP				TURF REINFORCEMENT MAT (SEE TURF AND GRASSES SPECIES)					
POROUS BAFFLE	N/A	PB									
SEDIMENT TUBE	N/A	ST									
TURBIDITY BARRIER	N/A	TB									
LIMITS OF DISTURBANCE	N/A										
WALL	N/A										
REVISION CLOUD (ENCLOSES REVISION)	N/A										



520 N. Church St.
Spartanburg, SC 29303

SITE CONTEXTUAL EXHIBIT
Carolina Foothills Federal
Credit Union



EX001
06/25/26



TITLE EXCEPTIONS:

THIS PLAT HAS BEEN PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT AND DOES NOT NECESSARILY INDICATE ALL ENCUMBRANCES ON THE PROPERTY.

TITLE DESCRIPTION:

Line Table		
Line #	Length	Direction
L1	7.12	S8°22'58"W
L2	84.13	N29°40'57"W
L3	117.60	N64°11'42"E
L4	15.30	N26°18'44"W
L5	118.46	N56°46'27"E



PARKING INFORMATION:

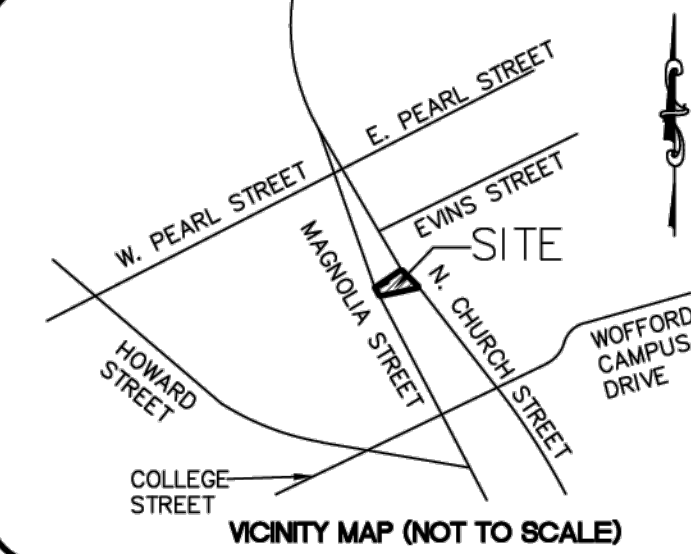
REGULAR SPACES
2 HANDICAP SPACES
SPACES TOTAL

FLOOD INFORMATION:

THIS PROPERTY IS LOCATED IN FLOOD ZONE "X"
(AREAS OF MINIMAL FLOOD HAZARD);
PER NFIP FIRM COMMUNITY PANEL NO. 45083C0254E
EFFECTIVE DATE: 5-4-2021.

LEGEND:

- TBM: TEMPORARY BENCHMARK
- IPF: IRON PIN SET (5/8" REBAR)
- R/W: RIGHT-OF-WAY
- PP: POWER POLE
- EM: LIGHT POLE
- CBM: FLOOD LIGHT
- CBMH: ELECTRIC METER
- RCP: WATER VALVE
- SSMH: FIRE HYDRANT
- CO: CATCH BASIN DROP INLET
- OV: CATCH BASIN MANHOLE
- GV: REINFORCED CONCRETE PIPE
- QM: SANITARY SEWER MANHOLE
- FOCMKR: CLEANOUT
- OE: GAS VALVE
- OE: GAS METER
- OE: FIBER OPTIC CABLE MARKER
- OE: GUARD POST
- OE: SIGN
- OE: OVERHEAD ELECTRIC LINE
- OE: STORM DRAIN PIPE
- OE: FENCE
- OE: 3' CONTOUR
- OE: 1' CONTOUR
- OE: DOUBLE YELLOW LINE



SURVEYOR'S NOTES:

- I HEREBY STATE THAT TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF, THE SURVEY SHOWN HEREON WAS MADE IN ACCORDANCE WITH THE REQUIREMENTS OF THE MINIMUM STANDARDS MANUAL FOR THE PRACTICE OF LAND SURVEYING IN THE STATE OF SOUTH CAROLINA, AND MEETS OR EXCEEDS THE REQUIREMENTS FOR A CLASS "A" SURVEY AS SPECIFIED THEREIN. THIS PROPERTY IS NOT LOCATED WITHIN A DESIGNATED FLOOD HAZARD AREA.
- THIS PROPERTY IS SUBJECT TO ANY AND ALL EXISTING RIGHTS-OF-WAY FOR ROADS, UTILITIES AND ANY OTHER EASEMENTS THAT MAY APPEAR OF RECORD.
- THE WORDS "CERTIFY", "CERTIFIES" OR "CERTIFICATION" AS USED HEREIN ARE UNDERSTOOD TO BE AN EXPRESSION OF PROFESSIONAL OPINION BY THE SURVEYOR, BASED UPON HIS BEST KNOWLEDGE, INFORMATION AND BELIEF, AS SUCH, DO NOT CONSTITUTE A GUARANTEE NOR A WARRANTY, EXPRESSED OR IMPLIED.
- SQUARE FOOTAGE AND DIMENSIONS OF STRUCTURE(S) ARE FOR INFORMATIONAL PURPOSES ONLY, NOT FOR SALE OR LEASE PURPOSES.
- ZONING PROVIDED BY THE APPROPRIATE GOVERNMENTAL AGENCY: TO BE USED FOR INFORMATIONAL PURPOSES ONLY.
- THIS SURVEY DOES NOT REPRESENT ITEMS THAT WOULD BE DISCLOSED BY A TITLE SEARCH INCLUDING EASEMENTS, RIGHTS OF WAYS, OR OTHER ENCUMBRANCES UPON THE SUBJECT PROPERTY.

POSSIBLE PROJECTIONS:

OVERHANG, BUILDING, SHED AND CONCRETE PROJECTS OVER PROPERTY LINE. SEE DRAWING.

TOTAL LAND AREA:

43,983 SQ.FT.
1.010 ACRES

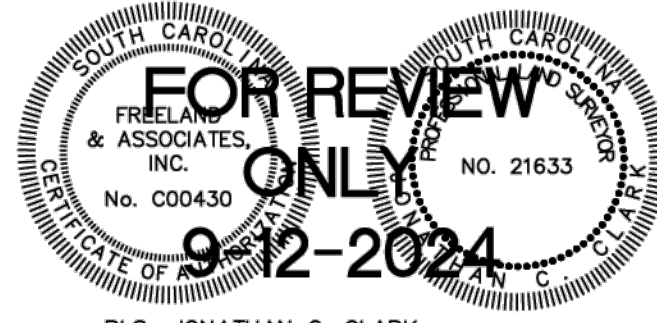
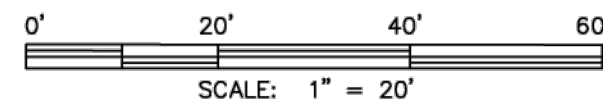
BASIS OF BEARINGS
AND BENCHMARK:

BEARINGS AND ELEVATIONS BASED ON
S.C. VRS NETWORK OBSERVATION
NAD 83 (2011)



FREELAND & ASSOCIATES, INC.
323 WEST STONE AVE.
GREENVILLE S.C. 29609
TEL: (864) 271-4924 FAX: (864) 233-0315
EMAIL: info@freeland-associates.com

DRAWN: CF	PARTY CHIEF: CJ	CHECKED: JCC
REF. PLAT BOOK:	128-83	
REF. DEED BOOK:	610-988 & 62H-507	
TAX MAP :	7-12-01-179.00	
DATE OF SURVEY:	8-29-2024	
DATE DRAWN:	9-5-2024	
DRAWING NO:	82021	
DATE OF LAST REVISION:		



STATE OF SOUTH CAROLINA
SPARTANBURG COUNTY
CITY OF SPARTANBURG

ALTA/NSPS LAND TITLE
SURVEY FOR

SITE ADDRESS:
520 N. CHURCH STREET
SPARTANBURG, SC 29303

ALTA/NSPS CERTIFICATE:

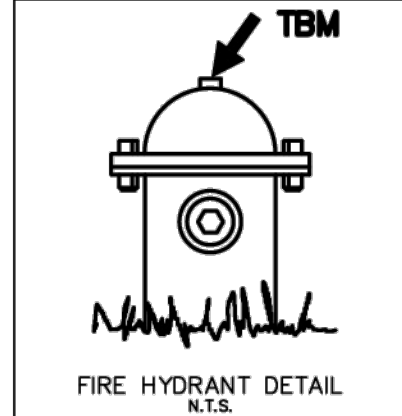
TO:

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2021 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS, AND INCLUDES ITEMS 1-4, 6A, 6B, 7A, 7B1, 7C, 8, 9, 11, 13 & 14 OF TABLE A THEREOF. THE FIELD WORK WAS COMPLETED ON 8-29-2024.

DATE OF PLAT OR MAP: 9-10-2024

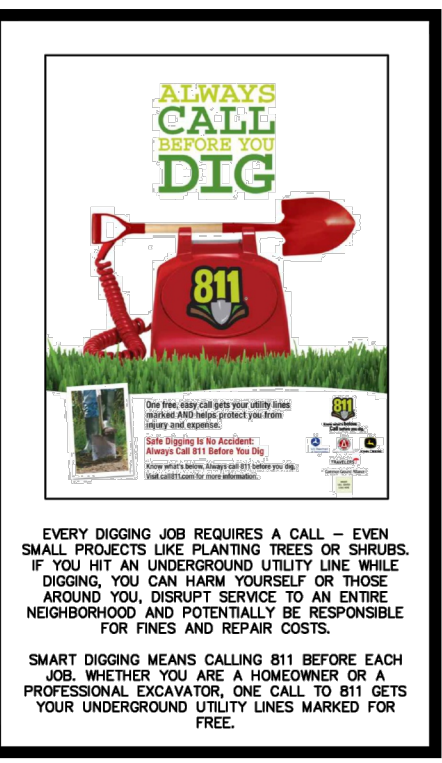
THE PROPERTY SHOWN HEREON IS THE SAME AS SET FORTH IN (TITLE COMMITMENT #_____).

JONATHAN C. CLARK, PLS
REGISTRATION/LICENSE NUMBER: 21633



MAGNOLIA STREET
(44' RIGHT-OF-WAY)

PARSONAGE LANE
(RIGHT-OF-WAY UNKNOWN)



NOTICE:
PURSUANT TO THE PROVISIONS OF SC CODE OF LAWS, SECTION 40-22-270(3), THIS PLAN, SPECIFICATION, OR PLAT SHALL NOT BE FILED WITH PUBLIC AUTHORITIES WITHOUT THE SEAL, SIGNATURE AND DATE AFFIXED. FURTHERMORE, IF THIS PLAN, SPECIFICATION OR PLAT DOES NOT HAVE A SEAL THAT IS SIGNED AND DATED, IT SHALL NOT BE USED FOR ANY PURPOSE OTHER THAN A PRELIMINARY STUDY DRAWING AND WILL BE CONSIDERED A WORK IN PROGRESS.

TBM
TOP OF FIRE
HYDRANT
ELEV.: 818.52'

43,083 SQ.FT.
0.989 ACRES

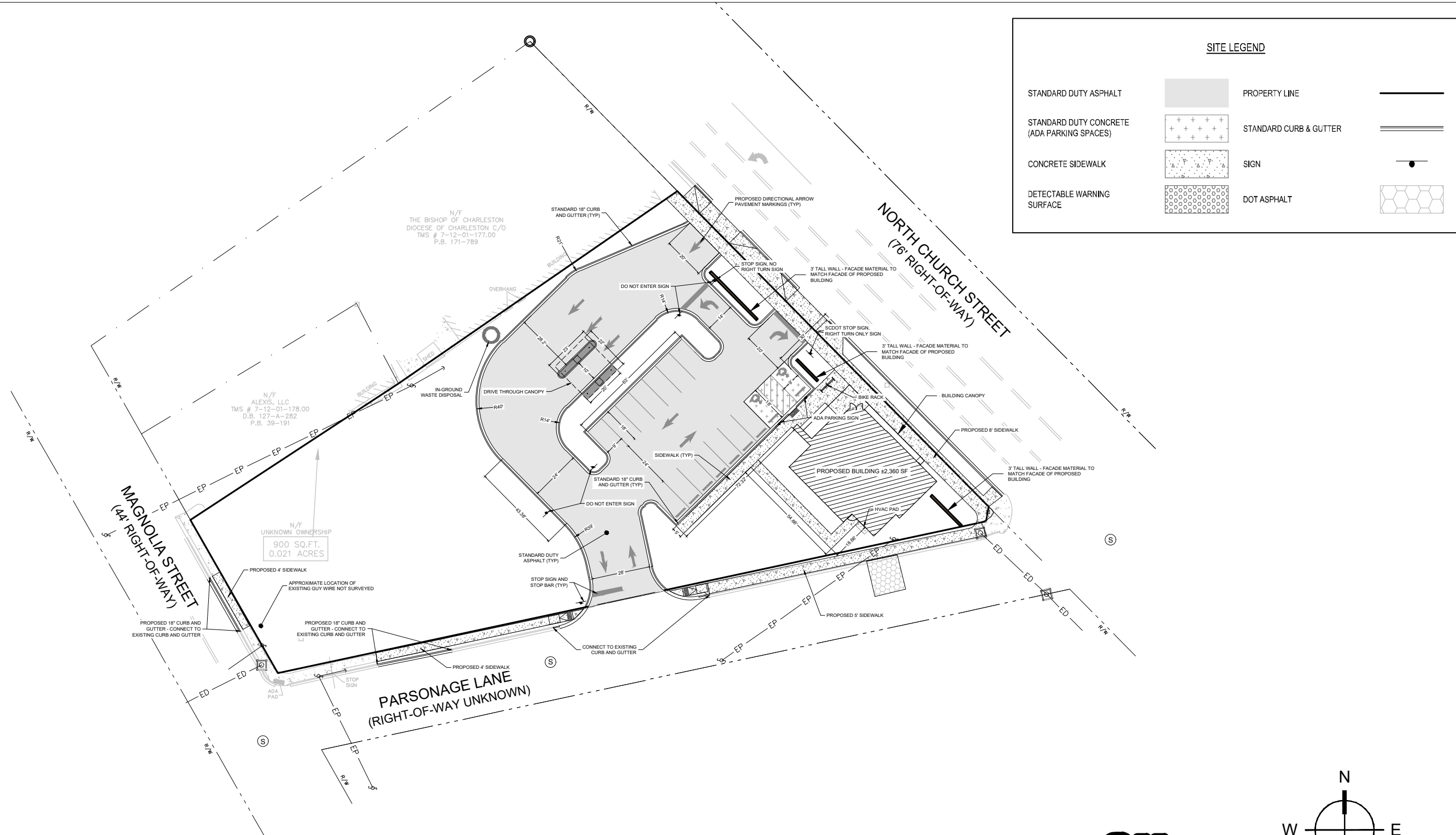
900 SQ.FT.
0.021 ACRES

N/F
THE BISHOP OF CHARLESTON
DIOCESE OF CHARLESTON C/O
TMS # 7-12-01-177.00
P.B. 171-789

N/F
ALEXIS, LLC
TMS # 7-12-01-178.00
D.B. 127-A-282
P.B. 39-191

N/F
UNKNOWN OWNERSHIP
900 SQ.FT.
0.021 ACRES

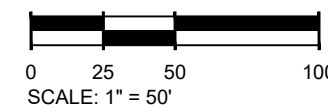
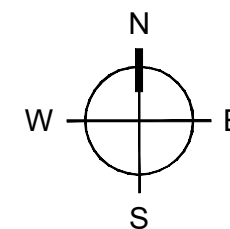
BUILDING
3,988 SQ.FT.
HEIGHT: 16.5'±
BASEMENT FF: 809.06'



SITE LEGEND			
STANDARD DUTY ASPHALT		PROPERTY LINE	
STANDARD DUTY CONCRETE (ADA PARKING SPACES)		STANDARD CURB & GUTTER	
CONCRETE SIDEWALK		SIGN	
DETECTABLE WARNING SURFACE		DOT ASPHALT	



Know what's below.
Call before you dig.



SPOT ELEVATION LEGEND

A - ASPHALT SURFACE OF FINISHED ASPHALT ROADWAY OR WALKING PATH
BP - BREAK POINT
BR - BOTTOM OF RAMP ELEVATION
BS - BOTTOM OF STAIRS ELEVATION
BW - FINISHED GRADE ELEVATION AT BOTTOM OF WALL
BW/TW - FINISHED GRADE ELEVATION AT START/END OF WALL
C - CONCRETE PAVING ELEVATION
D - (DIRT) FINISHED GROUND ELEVATION
F - (FLOW) ELEVATION AT WHICH SURFACE WATER FLOWS INTO DRAINAGE STRUCTURE
- SURFACE OF ASPHALT ADJACENT TO THROAT OR GRATE AT CURB INLET
- SURFACE OF ACCESS COVER FOR JUNCTION OR ISOLATION BOX
- SURFACE OF GRATE AT OUTSIDE EDGE FOR CATCH BASIN, GUTTER INLET, OR GRATED POND STRUCTURE
FFE - FINISHED FLOOR ELEVATION
G - (GUTTER) SURFACE OF FINISHED GUTTER AT LOWEST POINT (ALONG WATER FLOW PATH)
HP - HIGH POINT
LP - LOW POINT
ME - MATCH EXISTING (INDICATES TO MATCH ELEVATION OF EXISTING SURFACE AT POINT OF CONNECTION)
PAD - FINISHED PAD ELEVATION
TC - TOP OF CURB ELEVATION
TR - TOP OF RAMP ELEVATION
TS - TOP OF STAIRS ELEVATION
TW - FINISHED GRADE ELEVATION AT TOP OF WALL
W - (WALK) SURFACE OF FINISHED CONCRETE OR INTERLOCKING PAVER SIDEWALK, PATIO, PLAZA, OR SLAB

EXAMPLE: A: 12.56 MEANS THAT THE SURFACE OF NEW ASPHALT IS TO BE AT ELEVATION 12.56



STANDARD GRADING PLAN NOTES:

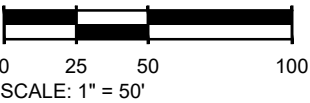
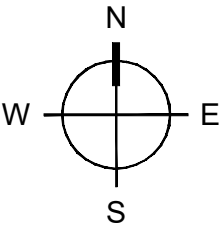
1. FOR PROJECT SURVEY INFORMATION INCLUDING VERTICAL DATUM AND BENCHMARK LOCATIONS, SEE "PROJECT SURVEY INFORMATION AND CONTRACTOR VERIFICATION REQUIREMENTS" ON SHEET C1.0.
2. PRIOR TO STARTING CONSTRUCTION, THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING EXISTING CONDITIONS, INCLUDING BUT NOT LIMITED TO TOPOGRAPHIC, TREE, STORM DRAINAGE FACILITIES, AND ALL UTILITIES. EXISTING UTILITIES SHOWN ARE APPROXIMATE AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ENGINEER. THEREFORE, THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING THE EXACT VERTICAL AND HORIZONTAL LOCATIONS OF ALL EXISTING UTILITIES. ANY DISCREPANCIES OR CONFLICTS IDENTIFIED DURING VERIFICATION OF EXISTING CONDITIONS AND UTILITIES SHALL BE REPORTED TO THE OWNER AND ENGINEER. ANY COSTS ASSOCIATED WITH CORRECTIVE WORK OR DAMAGES THAT ARE A RESULT OF THE CONTRACTOR NOT VERIFYING EXISTING CONDITIONS AND THE EXACT VERTICAL AND HORIZONTAL LOCATION OF ALL EXISTING UTILITIES WILL BE THE CONTRACTOR'S RESPONSIBILITY.
3. REFER TO ROADWAY PLAN & PROFILE SHEETS, DRAINAGE PLAN SHEETS, AND ROADWAY & DRAINAGE DETAIL SHEETS FOR ADDITIONAL DRAINAGE AND GRADING INFORMATION AND REQUIREMENTS.
4. REFER TO THE "SPOT ELEVATION KEY" FOR INFORMATION ON SPOT ELEVATIONS.
5. COORDINATE WITH THE OWNER AND THE PROJECT GEOTECHNICAL CONSULTANT FOR LOT FILL COMPACTION AND TESTING REQUIREMENTS.
6. CONTRACTOR TO SELF-VERIFY THAT SITE GRADES, PONDS, POND DIKES, DRAINAGE PIPES, AND DRAINAGE STRUCTURES ARE CONSTRUCTED PER THE PLANS PRIOR TO REQUESTING FINAL AS-BUILT SURVEY FROM SURVEYOR.

EXISTING UTILITY NOTE:

THE LOCATION OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ITS REPRESENTATIVE. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING ANY WORK, AND AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT OCCUR DUE TO THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.



Know what's below.
Call before you dig.



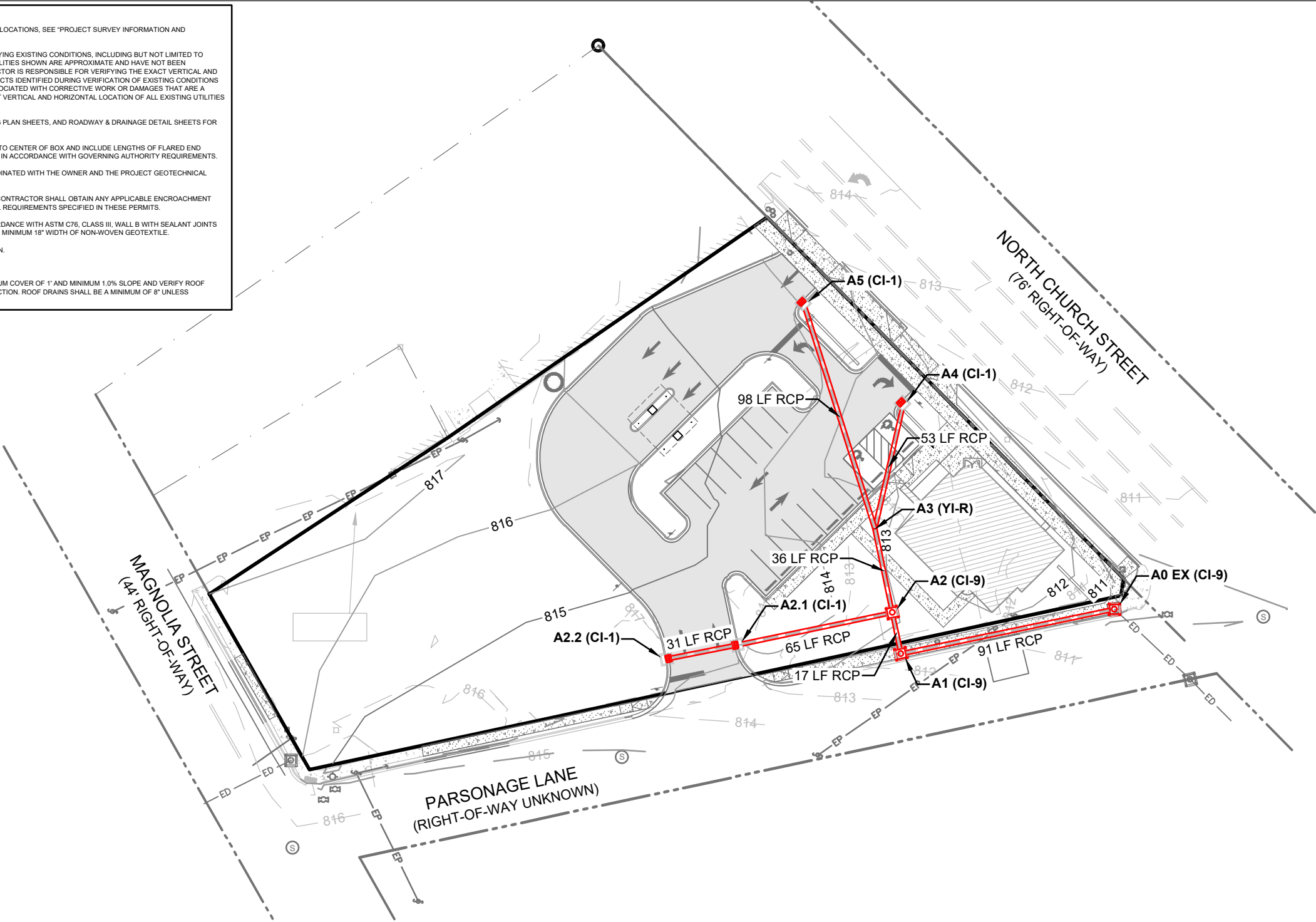
520 N. Church St.
Spartanburg, SC 29303

GRADING PLAN
Carolina Foothills Federal
Credit Union



SD001
06/25/26

- STANDARD DRAINAGE PLAN NOTES:**
1. FOR PROJECT SURVEY INFORMATION INCLUDING VERTICAL DATUM AND BENCHMARK LOCATIONS, SEE "PROJECT SURVEY INFORMATION AND CONTRACTOR VERIFICATION REQUIREMENTS" ON SHEET C1.0.
 2. PRIOR TO STARTING CONSTRUCTION, THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING EXISTING CONDITIONS, INCLUDING BUT NOT LIMITED TO TOPOGRAPHIC, TREE, STORM DRAINAGE FACILITIES, AND ALL UTILITIES. EXISTING UTILITIES SHOWN ARE APPROXIMATE AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ENGINEER. THEREFORE, THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING THE EXACT VERTICAL AND HORIZONTAL LOCATIONS OF ALL EXISTING UTILITIES. ANY DISCREPANCIES OR CONFLICTS IDENTIFIED DURING VERIFICATION OF EXISTING CONDITIONS AND UTILITIES SHALL BE REPORTED TO THE OWNER AND ENGINEER. ANY COSTS ASSOCIATED WITH CORRECTIVE WORK OR DAMAGES THAT ARE A RESULT OF THE CONTRACTOR NOT VERIFYING EXISTING CONDITIONS AND THE EXACT VERTICAL AND HORIZONTAL LOCATION OF ALL EXISTING UTILITIES WILL BE THE CONTRACTOR'S RESPONSIBILITY.
 3. REFER TO DRAINAGE PROFILE SHEETS, ROADWAY PLAN & PROFILE SHEETS, GRADING PLAN SHEETS, AND ROADWAY & DRAINAGE DETAIL SHEETS FOR ADDITIONAL DRAINAGE AND GRADING INFORMATION AND REQUIREMENTS.
 4. DRAINAGE PIPE LENGTHS PROVIDED REPRESENT DISTANCES FROM CENTER OF BOX TO CENTER OF BOX AND INCLUDE LENGTHS OF FLARED END SECTIONS. DRAINAGE PIPES ARE TO TERMINATE INSIDE THE DRAINAGE STRUCTURES IN ACCORDANCE WITH GOVERNING AUTHORITY REQUIREMENTS.
 5. ANY NECESSARY UNDERCUTTING OR MUCK AND FILL OPERATIONS ARE TO BE COORDINATED WITH THE OWNER AND THE PROJECT GEOTECHNICAL CONSULTANT PRIOR TO EXECUTING THE WORK.
 6. PRIOR TO BEGINNING WORK WITHIN ANY PUBLIC RIGHT-OF-WAY OR EASEMENT, THE CONTRACTOR SHALL OBTAIN ANY APPLICABLE ENCROACHMENT PERMITS FROM THE OWNER OR ENGINEER AND IS RESPONSIBLE FOR FOLLOWING ALL REQUIREMENTS SPECIFIED IN THESE PERMITS.
 7. UNLESS OTHERWISE NOTED, REINFORCED CONCRETE PIPE (RCP) SHALL BE IN ACCORDANCE WITH ASTM C76, CLASS III, WALL B WITH SEALANT JOINTS (ASTM C890) PER NCDOT SPECIFICATIONS. ALL PIPE JOINTS SHALL BE WRAPPED WITH MINIMUM 18" WIDTH OF NON-WOVEN GEOTEXTILE.
 8. REFER TO DRAINAGE PROFILE SHEETS FOR ADDITIONAL RIM ELEVATION INFORMATION.
 9. SEE ROADWAY & DRAINAGE DETAILS FOR UNDERDRAIN DETAIL & REQUIREMENTS.
 10. CONTRACTOR SHALL INSTALL UNDERGROUND ROOF DRAINAGE PIPING WITH A MINIMUM COVER OF 1' AND MINIMUM 1.0% SLOPE AND VERIFY ROOF DRAINAGE LOCATIONS AND ELEVATIONS WITH PLUMBING PLANS PRIOR TO CONSTRUCTION. ROOF DRAINS SHALL BE A MINIMUM OF 8" UNLESS OTHERWISE SPECIFIED.



DRAINAGE STRUCTURE LEGEND & DEFINITION OF RIM ELEVATIONS
N.T.S. - SEE DETAIL SHEET FOR STRUCTURE DETAILS

TYPE 16, 17, 18 CURB INLET			
CI-16	CI-17L	CI-17R	CI-18
RIM = ELEVATION AT CENTER OF TOP ** TOP OF SLAB TO MATCH ADJACENT GROUND SLOPE			

TYPE 1 CURB INLET	
CI-1	
RIM (BOC)	

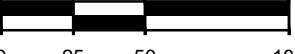
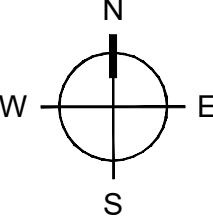
CATCH BASINS OR JUNCTION BOXES						
YI	OCS	IB	CB	JB	SMH	TYPE-9
RIM = FRAME OR (THROAT ON TYPE 9)						

EXISTING UTILITY NOTE:

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Know what's below.
Call before you dig.



SCALE: 1" = 50'

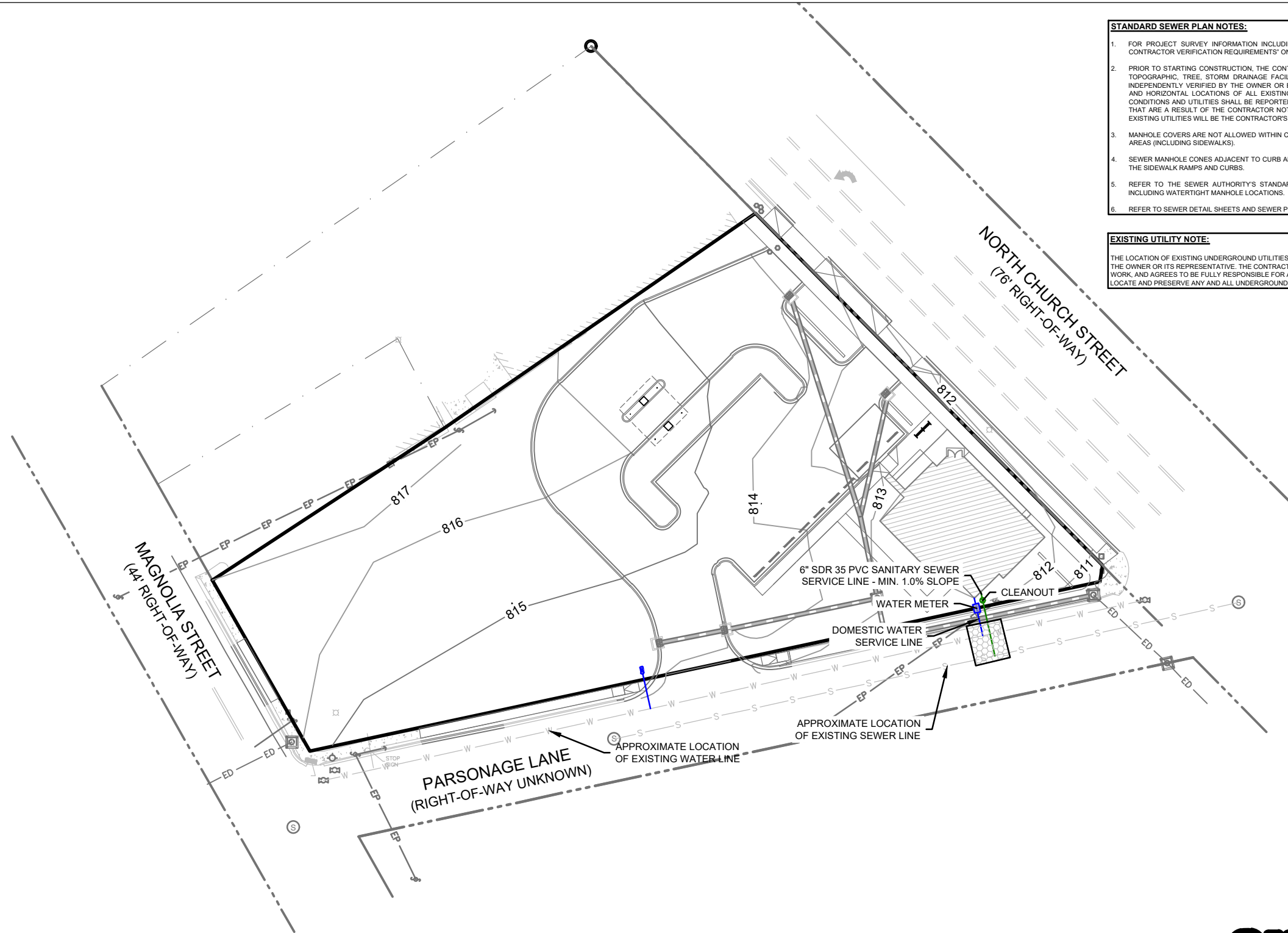


520 N. Church St.
Spartanburg, SC 29303

DRAINAGE PLAN
Carolina Foothills Federal
Credit Union



SD001
06/25/26



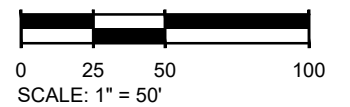
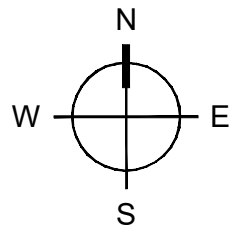
- STANDARD SEWER PLAN NOTES:**
1. FOR PROJECT SURVEY INFORMATION INCLUDING VERTICAL DATUM AND BENCHMARK LOCATIONS, SEE "PROJECT SURVEY INFORMATION AND CONTRACTOR VERIFICATION REQUIREMENTS" ON SHEET C1.0.
 2. PRIOR TO STARTING CONSTRUCTION, THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING EXISTING CONDITIONS, INCLUDING BUT NOT LIMITED TO TOPOGRAPHIC, TREE, STORM DRAINAGE FACILITIES, AND ALL UTILITIES. EXISTING UTILITIES SHOWN ARE APPROXIMATE AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ENGINEER. THEREFORE, THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING THE EXACT VERTICAL AND HORIZONTAL LOCATIONS OF ALL EXISTING UTILITIES. ANY DISCREPANCIES OR CONFLICTS IDENTIFIED DURING VERIFICATION OF EXISTING CONDITIONS AND UTILITIES SHALL BE REPORTED TO THE OWNER AND ENGINEER. ANY COSTS ASSOCIATED WITH CORRECTIVE WORK OR DAMAGES THAT ARE A RESULT OF THE CONTRACTOR NOT VERIFYING EXISTING CONDITIONS AND THE EXACT VERTICAL AND HORIZONTAL LOCATION OF ALL EXISTING UTILITIES WILL BE THE CONTRACTOR'S RESPONSIBILITY.
 3. MANHOLE COVERS ARE NOT ALLOWED WITHIN CURB AND GUTTER AND ARE TO BE INSTALLED COMPLETELY WITHIN OR COMPLETELY OUT OF PAVED AREAS (INCLUDING SIDEWALKS).
 4. SEWER MANHOLE CONES ADJACENT TO CURB AND/OR SIDEWALK RAMP SHALL BE ROTATED TO LOCATE MANHOLE FRAME AND COVER AWAY FROM THE SIDEWALK RAMP AND CURBS.
 5. REFER TO THE SEWER AUTHORITY'S STANDARD NOTES, DETAILS, AND SPECIFICATIONS FOR ADDITIONAL REQUIREMENTS AND PROCEDURES, INCLUDING WATERTIGHT MANHOLE LOCATIONS.
 6. REFER TO SEWER DETAIL SHEETS AND SEWER PROFILE SHEETS FOR DETAILS AND ANY ADDITIONAL SEWER SYSTEM INFORMATION.

EXISTING UTILITY NOTE:

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Know what's below.
Call before you dig.

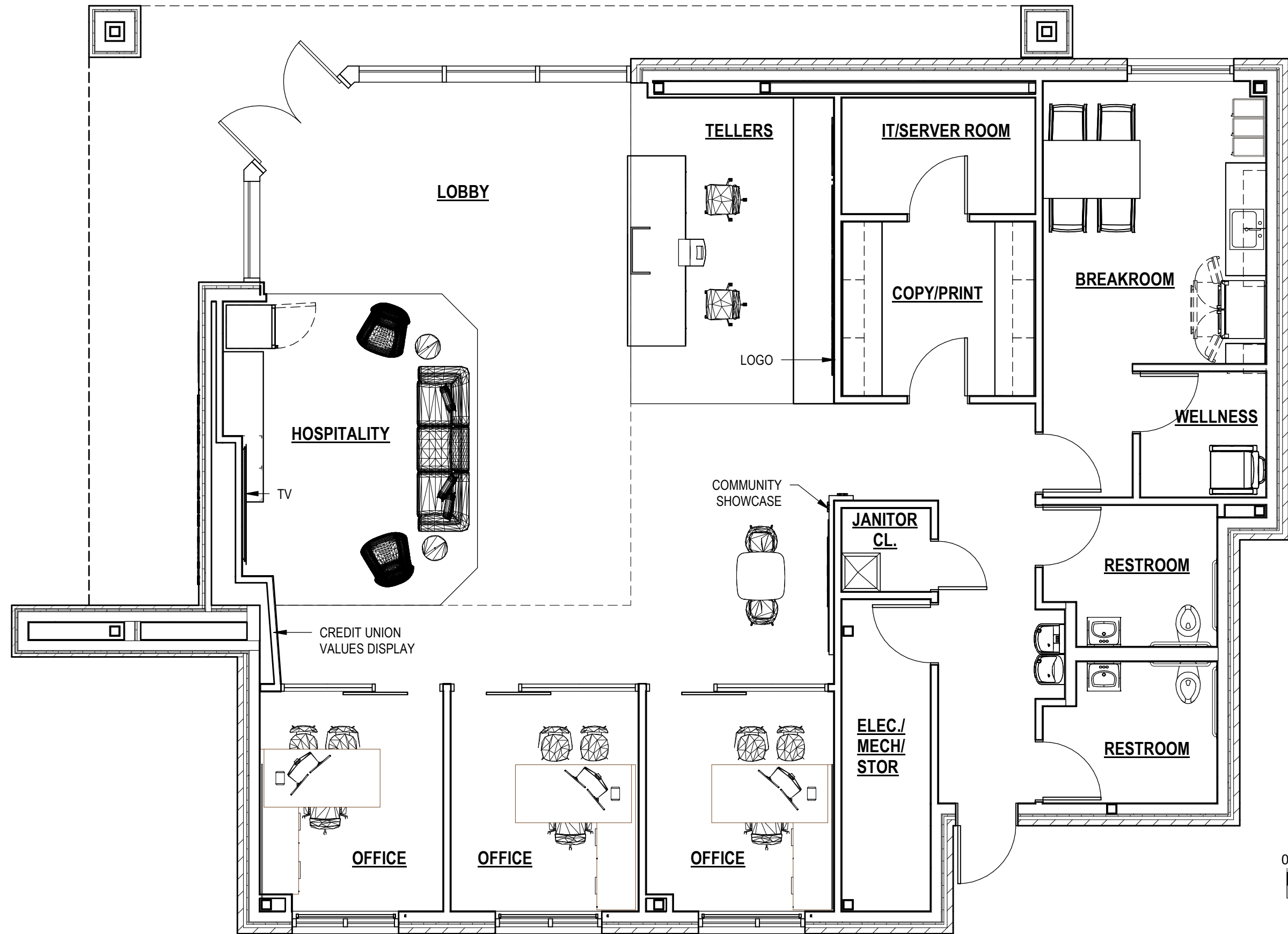


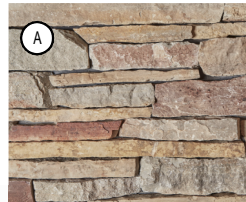
520 N. Church St.
Spartanburg, SC 29303

UTILITY PLAN
Carolina Foothills Federal
Credit Union

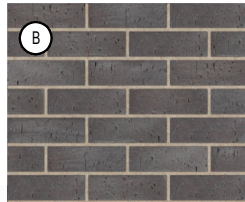


SD001
06/25/26





MANUFACTURER: BUECHEL STONE
STYLE: CHILTON RUSTIC LEDGESTONE



MANUFACTURER: CLOUD CERAMICS
STYLE: MIDNIGHT GREY / GREY GROUT



MANUFACTURER: ROCK CAST
STYLE: PRECAST STONE - CHARLOTTE TAN



MANUFACTURER: ALPOLIC
STYLE: ALUMINUM METAL PANEL - WAO ORANGE

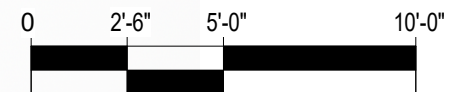


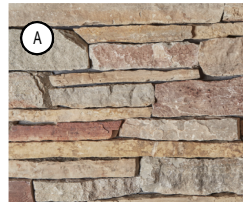
MANUFACTURER: ALPOLIC
STYLE: ALUMINUM METAL PANEL - BGY GREY

HIGH ROOF
22' - 4"

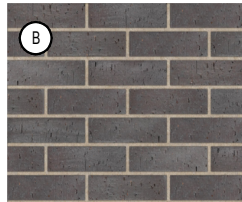
LOW ROOF
13' - 0"

GRADE
0' - 0"





MANUFACTURER: BUECHEL STONE
STYLE: CHILTON RUSTIC LEDGESTONE



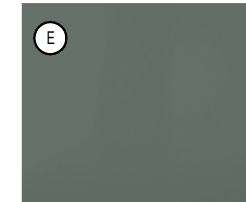
MANUFACTURER: CLOUD CERAMICS
STYLE: MIDNIGHT GREY / GREY GROUT



MANUFACTURER: ROCK CAST
STYLE: PRECAST STONE - CHARLOTTE TAN



MANUFACTURER: ALPOLIC
STYLE: ALUMINUM METAL PANEL - WAO ORANGE



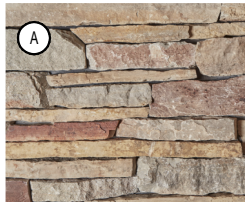
MANUFACTURER: ALPOLIC
STYLE: ALUMINUM METAL PANEL - BGY GREY

HIGH ROOF
22' - 4"

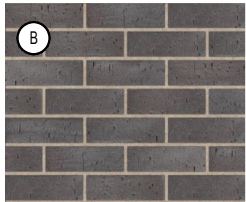
LOW ROOF
13' - 0"

GRADE
0' - 0"





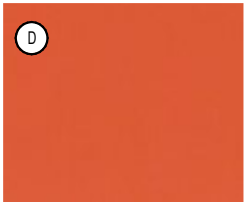
MANUFACTURER: BUECHEL STONE
STYLE: CHILTON RUSTIC LEDGESTONE



MANUFACTURER: CLOUD CERAMICS
STYLE: MIDNIGHT GREY / GREY GROUT



MANUFACTURER: ROCK CAST
STYLE: PRECAST STONE - CHARLOTTE TAN



MANUFACTURER: ALPOLIC
STYLE: ALUMINUM METAL PANEL - WAO ORANGE

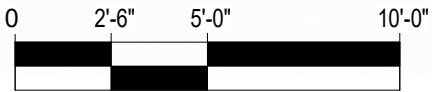


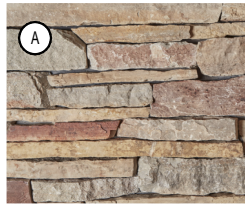
MANUFACTURER: ALPOLIC
STYLE: ALUMINUM METAL PANEL - BGY GREY

HIGH ROOF
22' - 4"

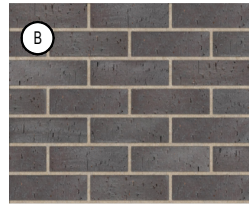
LOW ROOF
13' - 0"

GRADE
0' - 0"





MANUFACTURER: BUECHEL STONE
STYLE: CHILTON RUSTIC LEDGESTONE



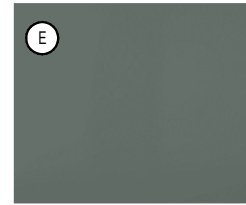
MANUFACTURER: CLOUD CERAMICS
STYLE: MIDNIGHT GREY / GREY GROUT



MANUFACTURER: ROCK CAST
STYLE: PRECAST STONE - CHARLOTTE TAN

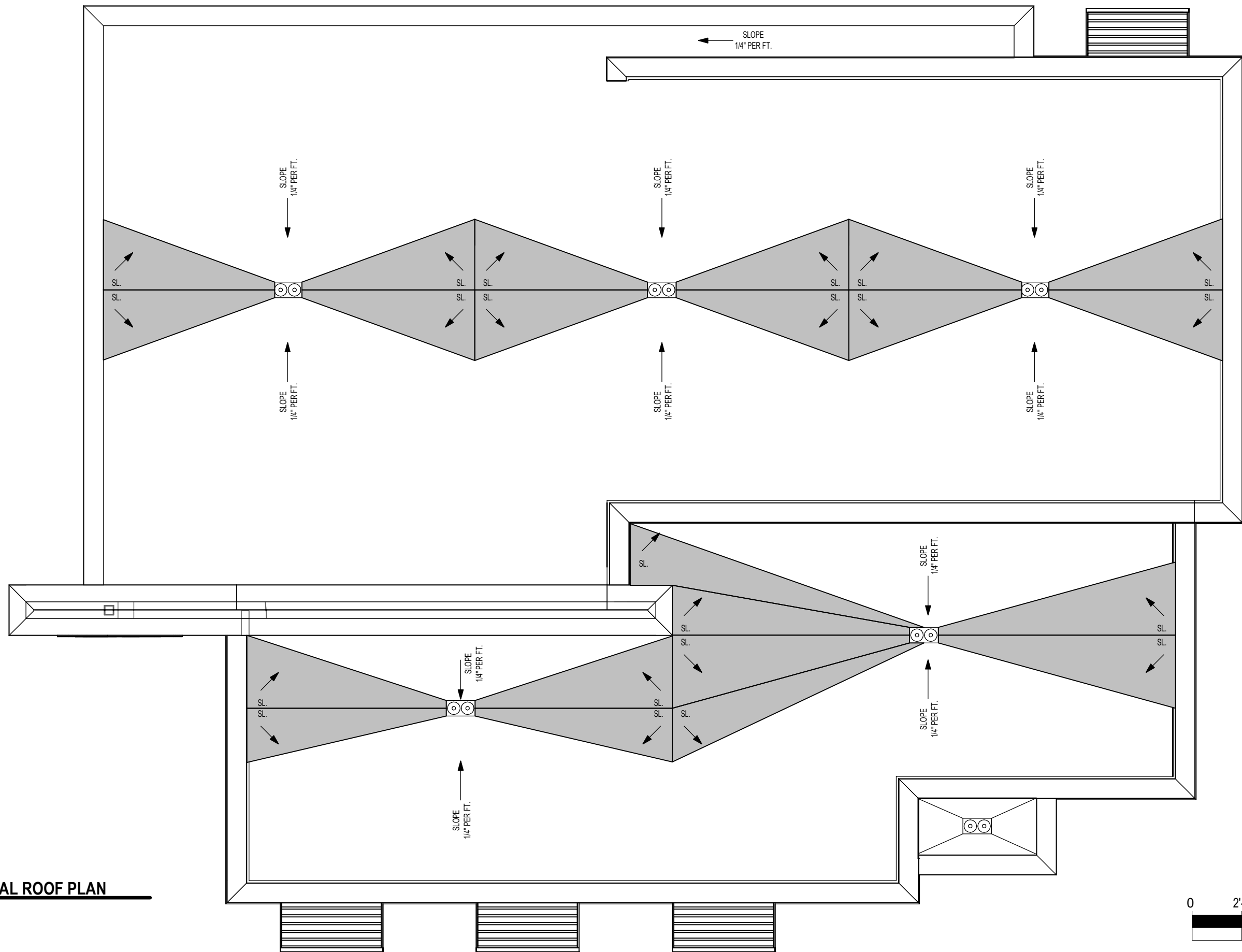


MANUFACTURER: ALPOLIC
STYLE: ALUMINUM METAL PANEL - WAO ORANGE



MANUFACTURER: ALPOLIC
STYLE: ALUMINUM METAL PANEL - BGY GREY





1 ARCHITECTURAL ROOF PLAN
3/16" = 1'-0"











Design Review Board Narrative
Carolina Foothills Federal Credit Union – Spartanburg Branch
Redevelopment
North Church Street, Spartanburg, South Carolina

Project Background and Credit Union History

Carolina Foothills Federal Credit Union has proudly served Spartanburg and the surrounding Upstate community for more than 60 years. The organization has operated from its North Church Street location since the early 1990s, becoming an established and trusted presence within the downtown corridor.

On November 15, 2025, the existing branch facility was severely damaged by fire and subsequently ceased operations. Following this unforeseen loss, Carolina Foothills Federal Credit Union made the decision to reinvest in the property and rebuild on the same site rather than relocate. The proposed redevelopment reflects the Credit Union's commitment to maintaining its longstanding presence in downtown Spartanburg and continuing to serve the community from this location for decades to come.

It is important to note that this project represents a redevelopment of an existing financial institution and not the introduction of a new use. The Credit Union is reestablishing a previously operating branch at a site that has served this same purpose for more than thirty years. While the building and site are being modernized, the overall use, customer base, and operational function remain consistent with the historic operation of the property.

Proposed Branch Design

The proposed building is based on Carolina Foothills Federal Credit Union's newest prototype branch design and reflects a modern, customer-focused approach to community banking. The architecture is intended to create a welcoming and highly visible presence while incorporating durable, high-quality materials appropriate for the urban character of North Church Street.

The building utilizes the following architectural materials:

- Buechel Stone – Chilton Ledgestone
- Cloud Ceramics Brick – Midnight Ironspot Velour in a running bond pattern

- RockCast Precast Stone – Charlotte Tan
- Alpolic Aluminum Composite Metal Panels – WAO Orange
- Alpolic Aluminum Composite Metal Panels – BGY Grey
- Clear Glass
- Spandrel Glass
- Architectural Sunshades

The design incorporates extensive glazing at the primary public corner, creating transparency and visual engagement with the streetscape. Signature orange aluminum composite panels establish a strong brand identity while the use of stone, brick, and precast elements provides a timeless architectural character that complements the surrounding downtown environment.

The combination of materials creates an attractive and contemporary architectural statement while maintaining compatibility with the scale and character of neighboring development.

Downtown District Compliance and Streetscape Enhancements

The property is located within the City's D-T5 Downtown District along North Church Street. During the review process, City staff confirmed that this section of North Church Street is identified on the Downtown Regulating Plan as part of the Side Yard Parking Overlay district.

As a result, the site is exempt from the D-T5 frontage buildout requirement, and no modification of standards is required related to building frontage percentages along North Church Street.

While not required to meet the 60 percent frontage buildout standard, the Credit Union has nevertheless incorporated several site features intended to support the urban design goals of the Downtown District and enhance the pedestrian experience along the street. These features include:

- Decorative landscape areas adjacent to the public sidewalk.
- Three-foot-high masonry walls constructed from the same Chilton Ledge stone utilized on the building façade.

- Coordinated site materials and architectural detailing that visually extend the building presence along the frontage.
- Enhanced pedestrian connections between the street and building entrance.

These elements help define the street edge, create visual continuity along the corridor, and contribute positively to the overall character of North Church Street despite not being required by ordinance.

Building Height and Compatibility with Adjacent Development

The proposed branch has a maximum height of approximately 23 feet along the North Church Street frontage.

This height is compatible with the surrounding context, where neighboring buildings range from approximately 18 feet to 40 feet in height. The proposed structure therefore falls comfortably within the established scale of development along the corridor.

The relatively modest building height is balanced by strong architectural features, including framed entrance elements, extensive glazing, masonry detailing, and material transitions that provide visual interest and contribute to the pedestrian experience without creating an over-scaled presence.

The project is designed to complement adjacent development while maintaining an identifiable architectural character consistent with the Credit Union's branding and operational needs.

Access Modification Request and Justification

A modification from Section 7.1.4.b is requested to permit controlled vehicular access from North Church Street rather than restricting access exclusively to the secondary street frontage, Parsonage Lane.

The proposed access arrangement is intended to improve traffic operations, enhance safety, and maintain efficient circulation both within the site and on the surrounding street network.

Restricting all vehicular access to Parsonage Lane would require all entering and exiting traffic to utilize a single access point located near the signalized intersection of Parsonage Lane and North Church Street. This arrangement has the potential to create vehicle

queueing and operational conflicts associated with left-turn movements onto North Church Street.

Specifically, vehicles waiting to make a left turn from Parsonage Lane onto North Church Street could block other vehicles attempting to make right turns toward downtown Spartanburg. These conflicting turning movements could reduce the operational efficiency of Parsonage Lane and result in unnecessary traffic backups.

The proposed site design instead allows traffic movements to be separated according to direction of travel. Customers wishing to travel northbound or toward downtown can utilize a controlled right-turn movement directly from the site onto North Church Street, while vehicles requiring opposing movements can utilize the nearby signalized intersection.

This separation of traffic movements provides several benefits:

- Reduces congestion on Parsonage Lane.
- Minimizes vehicle queueing at the signalized intersection.
- Allows right-turn movements to occur without being delayed by left-turn traffic.
- Improves overall site circulation and customer convenience.
- Reduces the likelihood of traffic backing into internal drive aisles.
- Maintains existing roadway operations along North Church Street.

Additionally, the property has historically maintained access to North Church Street through existing SCDOT-approved driveways. The redevelopment is not establishing new access where none previously existed; rather, it modernizes and improves existing access points associated with a longstanding use of the site.

As part of the redevelopment, the existing North Church Street access points are proposed to be modified into controlled right-in/right-out movements, thereby reducing potential conflict points while maintaining operational functionality. This design approach aligns with SCDOT access management principles by directing more complex turning movements to the nearby signalized intersection while preserving efficient access for customers.

The project is currently under review by SCDOT and will ultimately require a Driveway Encroachment Permit. The proposed access configuration has been developed with the goal of obtaining SCDOT approval while minimizing the need for off-site roadway improvements and maintaining the current level of service on North Church Street.

Given the site's longstanding use as a financial institution, the existing history of access from North Church Street, the redevelopment nature of the project, and the operational

and safety benefits associated with separating turning movements, the proposed access configuration represents a reasonable and practical solution that serves both the Credit Union and the public roadway network.

Conclusion

The proposed Carolina Foothills Federal Credit Union redevelopment represents a significant reinvestment in downtown Spartanburg following the loss of the previous branch facility. The project reestablishes a longstanding community institution on a site that has served the same function for more than three decades while introducing a modern architectural design that enhances the surrounding corridor.

The proposed building is compatible with the scale and character of North Church Street, incorporates durable and attractive materials, and provides voluntary streetscape enhancements that support the goals of the Downtown District.

Furthermore, the requested modification to allow controlled access from North Church Street is justified by the site's historical access pattern, the redevelopment nature of the project, the operational advantages of separating turning movements, and the need to reduce queueing impacts on Parsonage Lane and the adjacent signalized intersection. The proposed right-in/right-out access arrangement promotes safe and efficient traffic circulation while preserving the functionality of the surrounding street network.

For these reasons, Carolina Foothills Federal Credit Union respectfully requests Design Review Board approval of the proposed redevelopment and associated access modification