



The City of Spartanburg Board of Architectural Design & Historic Review

AGENDA

May 9, 2024, at 5:30 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 City of Spartanburg’s Board of Architectural Design & Historic Review meeting has been published, posted and mailed in compliance with the Freedom of Information Act and the requirements of the City of Spartanburg’s Zoning Ordinance.
- IV. Approval of Agenda.**
- V. Disposition of Minutes from the April 11, 2024, Meeting.**
- VI. Old Business: None.**
- VII. New Business:**
COA: 24-004-00020: Certificate of Appropriateness for Major Works – 197 Brookwood Terrace (TMS: 7-16-02-030.00) in the Hampton Heights Neighborhood Historic District. The applicant is seeking approval to replace metal railings near the front steps in the front yard. The property is located in the R-8 SFD (General Residential – Single-Family District) zoning district.
Owner/Applicant: Walter Bethea / Contractor: Accent Iron Works.
- VIII. Approved Certificate of Appropriateness for Minor Works since the April 11, 2024, Meeting.**
- IX. Staff Updates:**
- X. Adjournment.**

For more information, please contact Fredalyn M. Frasier, Planning Director, at (864) 580-5012 or by email at planning@cityofspartanburg.org.

Meeting Minutes of the Board of Architectural Design and Historic Review
Thursday, April 11th, 2024, at 5:30 PM
Spartanburg County Council Chambers

The City of Spartanburg Board of Architectural Design and Historic Review (HARB) met in County Council Chambers on Thursday, April 11th, 2024, at 5:30 PM with the following members in attendance: **Bill Michels, Kenneth Brown, Rod McCants, Sylvelie Franke and James Gaffney.** Representing the Planning Department is, **Martin Livingston, Community Director, and Oksana Holbrooks, Administrative Assistant.**

Roll Call:

Mr. Michels: Bill Michels
Mr. McCants: Rod McCants
Mr. Gaffney: James Gaffney
Ms. Franke: Sylvelie Franke
Mr. Brown: Kenneth Brown (Virtual)

Mr. Gaffney: The Freedom of Information Act Compliance called for public notification to the City of Spartanburg's Board of Architectural Design and Historic Review 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.

Approval of Agenda:

A motion was made by Mr. Michels, seconded by Ms. Franke, approve the agenda. The motion was approved with a vote of 5-0.

Approval of Meeting Minutes from March 12th, 2024.

A motion was made by Mr. Michels, seconded by Mr. McCants approve the agenda. The motion was approved with a vote of 5-0.

Old Business: None.

New Business:

Certificate of Appropriateness for Major Works – 481 S. Irwin Avenue (TMS: 7-16-02-137.00) in the Hampton Heights Neighborhood Historic District. The applicant is seeking approval to remove existing and replicate original pickets and railings on the front porch. The property is located in the R-8 SFD (General Residential – Single-Family District) zoning district. Owner/Applicant: John Edwin Foster, Paula Foster Paul / Contractor: Nicklas Renfro.

Project Description and History

The project site is located on an approximately 38,000 square foot lot in the Hampton Heights Neighborhood Historic District. The site is located mid-block between W. Hampton Avenue and South Hampton Drive. The site currently contains one structure that was built approximately in 1909. This residential structure is a vinyl sided framed Queen Anne structure with a side porch removed that will be reinstalled.

The applicant is seeking to replace existing pickets and railing that are currently at a height of approximately 30 inches in height. The owner is requesting to replicate the previous original pickets and railings on the property.

Analysis

Zoning Ordinance and Historic Design Manual Consistency

The project site is located in the Hampton Heights Neighborhood Historic District which has design guidelines for development. These guidelines are outlined in the Hampton Heights Design Guidelines for the City of Spartanburg Historic District Preservation Principles and Approaches. The purpose of the Guidelines is to provide property owners guidance for the preservation and protection of historic and architecturally valuable districts and sites in the City. The project is also subject to Section 510 of the City's Zoning Ordinance, Historic Preservation. This section allows the Board to review applications involving historic structures and districts and issue a Certificate of Appropriateness subject to the Standards listed in the Ordinance.

The project site has a zoning designation of R-8 SFD, General Residential Single-Family District, which allows for single family dwelling units. Section 510.6 of the City of Spartanburg Zoning Ordinance list standards for reviewing Certificate of Appropriateness. Specifically, Section 510.6 (C)(2) states that in reviewing applications for new construction or alteration, the board shall consider the U.S. Secretary of the Interior's Standards for Rehabilitation and the five criteria listed in the findings.

Findings

Certificate of Appropriateness, Section 510.6 (C)

a. The character and appropriateness of the design –

The applicant is seeking to replace existing pickets and railing that are currently at a height of approximately 30 inches in height. The applicant has requested to install spindles or balusters at the original height of no greater than 30 inches with 5 inches on occurrence. The installation of new railings on front porches typically requires the tops of railings to be a height of no less than 36 inches to meet current building code requirements. The Secretary of the Interiors Guidelines for Restoring Historic Buildings recommends "recreating a missing wood feature that existed during the restoration period based on documentary and physical evidence; for example, duplicating a wood dormer or porch". Balusters, spindles, and pickets are used interchangeably throughout the document and have similar meanings. If allowed to replace the porch railings, staff recommends a sample design be submitted with measurements for review.

b. The scale of the buildings –

The scale of the building would not be affected since only the pickets and railings will be replaced or repaired to meet the building codes standards or the historic standards.

c. The texture and materials –

The applicant is proposing to replicate the balusters and railings on the front porch with wood railings to match the existing railings and the original railings. Wood balusters and railings were the predominate feature in the neighborhood and for this structure. Any other type of materials would not be consistent.

d. The relationship of such elements to similar features of structures in the immediate surroundings –

Wood balusters, spindles, pickets and railings are the predominant feature in the neighborhood for porches that have a height that require railings.

e. If the property is in a Historic District, the extent to which the alteration or construction would be harmonious with the Historic District –

The applicant is requesting to replicate the previous original pickets and railings on the property. The applicant has requested to install spindles or balusters at the original height of no greater than 30 inches with 5 inches on occurrence. The installation of new railings on front porches typically requires the tops of railings to be a height of no less than 36 inches to meet current building code requirements. The Secretary of the Interiors Guidelines for Restoring Historic Buildings recommends “recreating a missing wood feature that existed during the restoration period based on documentary and physical evidence; for example, duplicating a wood dormer or porch”. The recreation of the wood balusters and railings would be harmonious with the existing neighborhood features if replicated.

Applicant:

John Edwin Foster, Paula Foster Paul
Jimmie Paul, 481 S Irwin Ave.

Consultant:

Donnie Love, Preservation Architect

Public Speakers:

None.

Discussion:

The proposed project has to follow both historic and current building codes ordinances to be in compliance.

A motion was made by Mr. Michels, seconded Mr. Brown and Ms. Franke to approve the Certificate of Appropriateness and seek approval of Planning Department staff and Building Official to repair and replace railings if necessary to current code by a vote of 5-0.

Staff Announcements:

A new Planning Director will be joining Planning Department team Fredalyn M. Frasier April 22, 2024. Board members need to do renewals to be able to serve another term on the board and review of Minor Works submittals.

The meeting was adjourned at 6:12 PM.

James Gaffney, Chairman

TO: The Board of Architectural Design and Historic Review

RE: Certificate of Appropriateness for Major Works – 197 Brookwood Terrace (TMS# 7-16-02-030.00) in the Hampton Heights Historic District. The applicant is seeking approval of a Certificate of Appropriateness to replace metal railings around the front steps in the front yard. The property is located in the R-8/SFD (General Residential - Single Family District). **Owner / Applicant: Walter Bethea / Contractor: Accent Iron Works**

Date: May 2, 2024

Project Description and History

The project site is an approximately 5,576 square foot lot in the Hampton Heights Historic District. The site abuts Brookwood Terrace to the north boundary. The lot currently contains one one-story wood framed primary structure that was built in 1926. The front porch of this front-gabled bungalow wraps around the left (east) side of the house. The structure has a brick foundation, an interior chimney, an open front porch, with a gable roof.

The applicant is requesting to replace the existing handrails due to aging and safety concerns on the front steps. The new proposed handrails will replicate the existing handrails for the design elements (pickets and lamb's tongue) to the best of their ability. The new proposed handrails will be 33 inches off the ground as opposed to the lower height of the existing handrails.

Analysis

Zoning Ordinance and Historic Design Manual Consistency

The project site is in the Hampton Heights Historic District which has design guidelines that are used to evaluate the appropriateness of proposed changes in local historic districts to protect the visual qualities of historic properties that reflect the history and heritage of that community. These guidelines are outlined in the Design Guidelines for the City of Spartanburg Historic Districts and Landmarks. The purpose of the Design Guidelines is to provide property owners guidance for the preservation and protection of historic and architecturally valuable districts and sites in the City. The project is also subject to Section 510 of the City of Spartanburg Zoning Ordinance, **Historic Preservation**. This section allows the Board to review applications involving historic structures and districts and issue a Certificate of Appropriateness subject to the Standards listed in the Ordinance.

Findings

Certificate of Appropriateness, Section 510.6 (C)

1. ***The character and appropriateness of the design***

The new proposed handrails will be made of iron, 33 inches off the ground with 1 and 7/8" cap rail, 1" post, 1/2 pickets, and 8 lamb's tongue in design. The new proposed handrails will replicate the design of the existing handrails currently on the front steps. Staff did not receive any visual drawing showing the design of the handrails.

2. ***The scale of the buildings***

The scale of the primary building will not be affected. Replacing handrails around front steps in the front yard will not impact the scale of the primary structure on the lot.

3. *The texture and materials*

The new proposed handrails are iron, according to the specifications provided by the applicant.

4. *The relationship of such elements to similar features of structures in the immediate surroundings*

Currently, houses on the east side of Brookwood Terrace all have handrails of varied texture and materials, either with or without pickets, around front steps in the front yard due to topography and house elevation. Houses on the west side of the Brookwood Terrace do not have handrails in the front yard as they all sit on a flat surface.

5. *If the property is in a Historic District, the extent to which the alteration or construction would be harmonious with the Historic District*

Hampton Heights Design Guidelines currently do not provide design guidelines or suggestions for the design of handrails in terms of appearance, material, texture, and height. Replacing the unstable and aging handrails with handrails similar in design and material will relieve the safety concerns and improve the aesthetic features of the house. Installing the proposed handrails off the ground 33 inches will meet the current building code. The proposed alteration is harmonious with all the other properties along the same side (east side) of Brookwood Terrace due to topography and house elevation.

Submitted by:



Nan Zhou, AICP
City Planner II
City of Spartanburg Planning Department

Attachments:

Conditions of Approval

Application

Photos – Site Photos

CONDITIONS OF APPROVAL FOR THE PROJECT ON PROPERTY LOCATED AT:

Certificate of Appropriateness for Major Works – 197 Brookwood Terrace. (TMS# 7-16-02-030.00) in the Hampton Heights Historic District.

1. If one or more of the following conditions is not met with respect to all its terms, then this approval may be revoked.
2. Design must meet the Hampton Heights Historic District residential design guidelines.
3. All plans for future construction which are not covered by this review shall be submitted to the City Planning Department for review and approval.
4. Major modifications to plans or exceptions to completion may be granted only by the City authority which approved the project.
5. This permit shall be exercised **within six months** of the date of final approval, or it shall become null and void. Extensions may be granted with permission of the Board.
6. A building permit shall be obtained from the Building Department prior to commencement of work.
7. The development of the site shall be in substantial accordance with the approved plans submitted and on file in the Spartanburg City Planning Department.

SITE MAP – 197 Brookwood Terrace



ZONING MAP – 197 Brookwood Terrace

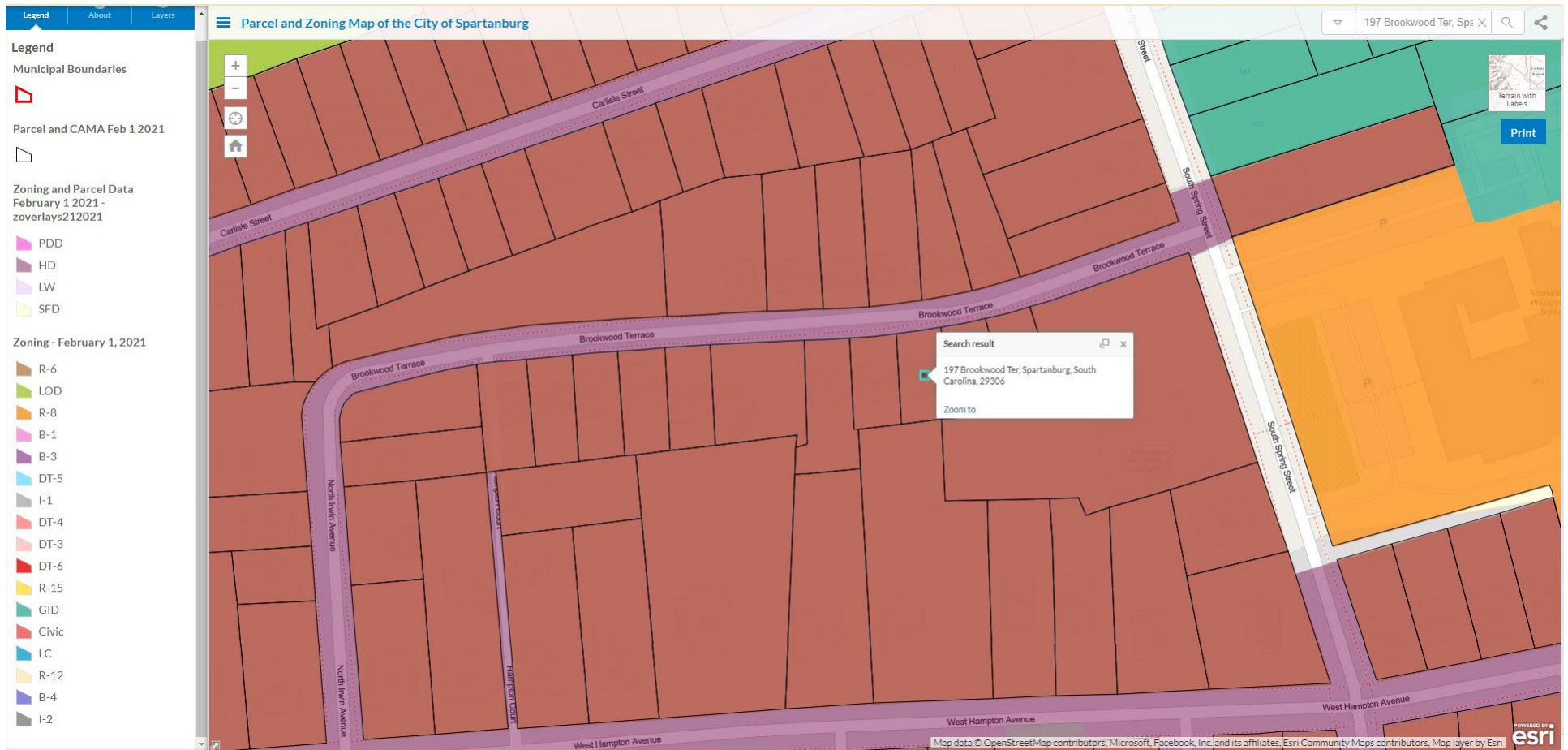


Photo – Front



Photo – Left Side



Photo – Right Side



Photo – Current Handrails on the Front Steps



Photo – Current Handrails on the Front Steps



Photo – Property to the Right Side of the Project Site



Photo – Property to the Left Side of the Project Site



Photo – Properties to the Left of the Project Site



Photo – Properties to the Right Side of the Project Site



Photo – Property Across from the Project Site



Photo – Property Across from the Project Site



Photo – Properties Across from the Project Site



Photo – Properties Across from the Project Site



Photo – Properties Across from the Project Site



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

Certificate of Appropriateness (COA) Historic Properties

Owner: Walter Bethea Phone: 864-357-1483
Address: 197 Brookwood Terrace Email: walterbethea@yahoo.com
City: Spartanburg State: SC Zip: 29306

Applicant: Walter Bethea Phone: 864-357-1483
Address: 197 Brookwood Terrace Email: walterbethea@yahoo.com
City: Spartanburg State: SC Zip: 29306

Contractor: Accent Iron Works Phone: 864-415-7575
Address: 108 Pinebrook Drive Email: gfownbey@gmail.com
City: Boiling Springs State: SC Zip: 29316

Address of Property: 197 Brookwood Terrace, Sptbg, SC 29306
Tax Map Number: 7-16-02-030.00 Zoning District: 940Z

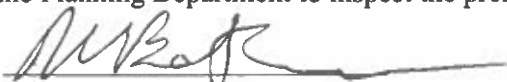
Please select the activity requested:

- ☐ Alteration of Structure/Property
☒ Repair of Structure/Property
☐ Addition to Existing Structure

- ☐ New Construction on Vacant Lot
☐ Demolition of Structure
☐ Other

Fees and Payments can be made using the Permit Number and the City of Spartanburg Payment Portal.

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: Signature:  Date: 04/11/2024

Staff Use Only / Received by: _____

Date Received: _____ Time: _____ Permit Number: _____

Certificate of Appropriateness (COA) Additional Items

Please attach to this Application any of the applicable items:

- | | |
|--|--|
| ☐ Site Plans or Surveys | ☐ Detail Drawing(s), Floor Plans(s) or Sketch(es) |
| ☒ Photographs of Existing property | ☐ Material(s) and Sample(s) |
| ☐ Photographs of Changes requested | ☐ Other |

Description of Proposed work (attach extra sheets as needed):

I want to have the four sections of old iron handrails replaced on the front steps of my property. They have aged, unsafe and not fully attached to the steps. Accent Iron Works will fully replace the railings and install the finished product. I'm planning for the design elements (pickets and lambs tongue) to be replicated in the new railings to the best of their ability. They will be using new materials and build to 33" height (as opposed to the lower height of existing railings).

Please read and initial the following statements:

YES

I am the owner of the property, or

I am acting on behalf of the owner(s) of this property and have attached a letter from the owner(s) indicating their knowledge of this application.

YES

The information on this application represents an accurate description of the proposed work.

YES

I have omitted nothing that might affect the decision of the Historic Architect Review Board.

YES

I will attend (or send a representative to attend) the public hearing of this application before the Historic Architect Review Board.

YES

I understand that issuance of a Certificate of Appropriateness is not an authorization to begin work.







Proposal

- Iron Railings
- Iron Gates
- Iron Fences
- Security Bars

Commercial & Residential
Prompt, Professional Service
Family Owned

Accent IRON WORKS

864.415.7575 - gfownbey@gmail.com

108 Pinebrook Drive
Boiling Springs, SC 29316



PROPOSAL SUBMITTED TO <i>Walter Bethea</i>		PHONE <i>357-1423</i>	DATE <i>3/7/24</i>
STREET <i>197 Brookwood Trace</i>		JOB NAME	
CITY, STATE AND ZIP CODE <i>Hampton Heights Sdly</i>		JOB LOCATION	
ARCHITECT	DATE OF PLANS	EMAIL	JOB PHONE

We hereby submit specifications and estimates for:

33" high

88" 1st RUN

129" 2nd RUN

432" railing = 36 ft = 3312

#400 REMOVAL

1 1/8" CAP RAIL

1" post

1/2" pickets

8 Lamps Tongue

We Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

dollars (\$ *3712⁰⁰*).

Payment to be made as follows:

Make Checks Payable to:

Gary Ownbey

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

Authorized
Signature _____

Note: This proposal may be withdrawn
By us if not accepted within _____ days.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted, You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Signature _____

Date of Acceptance _____

DONALD L. LOVE JR, ARCHITECT, AIA

608 Otis Boulevard, Spartanburg, SC · 864.415.0459
lovejrd@gmail.com

April 27,2024

Martin Livingston
City Of Spartanburg
Neighborhood Services Director

Re: 197 Brookwood Terrace

Dear Martin,

The purpose of this letter is to assist the Spartanburg Historic Architecture Review Board with a determination of appropriateness for the replacement of handrails on the steps leading from the street up to the porch at 197 Brookwood Terrace, in the Hampton Heights Historic District. Review of the Guidelines for the Historic District as well as guidelines from the City of Rock Hill, S.C. forms the basis for my opinion.

The applicant has requested approval to replace the existing black metal handrails on the steps leading up to the home. Product information for the handrails was provided for staff review.

The Guidelines for Hampton Heights do not address the addition of a new handrail where one did not previously exist, however, other guidance can be found that addresses this issue. The Guidelines for the Historic District in the City of Rock Hill, S.C. provide the following guidance: "The introduction of a new porch railing for a porch that was originally built without a railing is discouraged. If required for safety or access reasons, the railing should be simple in design with square balusters. Decorative wrought iron handrails or rails of other metal materials should not be installed. If handrails are desired, these should be of wood or metal in simple designs with square balusters and should be installed at the porch floor and sidewalks to eliminate damage to historic stairs and columns."

On April 25,2024, I visited the home with you, Ms. Nan Zhou, and Ms. Fredalyn Frasier to review the conditions at the property. The existing handrails are in poor condition and should be replaced. They are not original to the house and do not appear to fall into the period of significance for the property, therefore it is not necessary to repair them. The proposed handrail is to be custom made to match the existing handrails and to meet modern code requirements. While the guidance from the Rock Hill guidelines does not apply to this condition exactly, the principles are the same. Since the handrails are not on the porch, are simple in design, and will not attach to the home's historic features, the replacement meets the intent of the guidance provided by the City of Rock Hill and is appropriate for the home.

Please let me know if you have any questions or need any additional information.

Regards,



Donald L. Love, jr, AIA
Historic Preservation

STAFF APPROVED MINOR WORKS SINCE APRIL 11, 2024, MEETING

Approved Date	Street Address	Approved Work
4/13/2024	726 Maywood Street	Removal of existing asphalt roof shingles and replacement with new shingles on the roof.