



The City of Spartanburg Board of Architectural Design & Historic Review

AGENDA

November 14th, 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 August 8th, 2024, Meeting.

VI. Old Business:

1. COA: 24-004-00018: Certificate of Appropriateness for Major Works – 400 Hampton Dr (TMS: 7-16-02-141.00) in the Hampton Heights Neighborhood Historic District. The applicant is seeking approval to pave the parking area for tenants. The property is located in the R-8 SFD (General Residential – Single-Family District) zoning district. Owner/Applicant: Phuoc Do and Theresa Phan Contractor: Work, Inc.

VII. New Business:

1. COA: 24-004-00041: Certificate of Appropriateness for Major Works – 651 Maywood St (TMS: 7-12-03-070.00) in the Beaumont Mill Village Historic District. The applicant is seeking approval to replace the metal roof with architectural shingles. The property is located in the R-6 (General Residential) zoning district. Owner/Applicant: Eric and Israel Shackley Contractor: Fraser Roofing.

VIII. Staff Updates:

IX. Adjournment.

For more information, please contact the City of Spartanburg Planning Department at planning@cityofspartanburg.org or call (864) 596-2068.

Meeting Minutes of the Board of Architectural Design and Historic Review

**Thursday, August 8th, 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, August 8th, 2024, at 5:30 PM with the following members in attendance: **Bill Michels, Kenneth Brown, and Dr. Glory Boozer, Sylvelie Franke, James Gaffney.** Representing the Planning Department - **Fredalyn Frasier, Planning Director, Nan Zhou, Planner II, and Oksana Holbrooks, Administrative Assistant.**

Roll Call:

Mr. Michels: Bill Michels
Mr. Brown: Kenneth Brown
Ms. Franke: Sylvelie Franke
Mr. Gaffney: James Gaffney
Dr. Boozer: Dr. Glory Boozer

Mr. Gaffney: 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.

Approval of Agenda:

A motion was made by Mr. Michels, seconded by Mr. Brown and Dr. Boozer, to approve the agenda. The motion was approved with a vote of 5-0.

Approval of Meeting Minutes from July 11th, 2024.

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

Old Business:

Certificate of Appropriateness 24-004-00018: Certificate of Appropriateness for Major Works at 400 Hampton Dr in the Hampton Heights Neighborhood Historic District based on the request of the applicant.

Approval to deferred Case:

A motion was made by Mr. Brown, seconded by Dr. Boozer to defer the case for future meeting. The motion was approved by a vote of 5-0.

New Business:

Certificate of Appropriateness for Major Works – 516 Peronneau Street (TMS# 7-16-02-120.00) in the Hampton Heights Historic District. The applicant is seeking approval of a Certificate of Appropriateness to install paved driveway. The property is located in the R-8/SFD (General Residential - Single Family District).

Project Description and History

The project site is an approximately 1.71 acre lot in the Hampton Heights Historic District. The site abuts Peronneau Street to the east boundary and South Hampton Drive to the south boundary. The lot currently contains one two-story single-family structure constructed in 1911. The house is a free classic Queen Anne house that has a cross-gabled, flared roof; the gable ends are clad in shingles and feature diamond-shaped windows. The front porch was restored during renovations in 2005, and based on evidence under the porch roof, the corner porch posts were doubled. The bay on the north side of the house has exposed brackets. The garage is original, though the doors had to be replaced using renovations. A previous owner purchased the house in 2000 and restored the exterior of the house and the garage and cleared the interior. The current owner purchased the house in 2008 and made some renovations to the interior of the house, including opening up the attic space for use, and have taken steps to secure LEED certification. The applicants request to replace the existing gravel driveway with a concrete driveway to match the existing concrete partial driveway. The current driveway is half concrete and half gravel.

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.

REVIEW UPDATE

Following the July 11, 2024 HARB meeting City Planning Staff and Mr. Donnie Love, the City Historic Preservation Advisor, held two meetings to review site conditions and design options for the driveway and walkway.

Mr. Love's findings are detailed in the attached letter and provide the following guidance:

Major vs Minor Work Clarification:

The review of the guidelines clarifies the issue. The guidance provided in Section 10.2.3 is considered a recommendation and not a guideline. At the end of Section 5, the Format for Guidelines defines a recommendation as "being less critical to the protection of the District but still a desirable process or procedure to adhere to when possible" or a minor work. In this case, since the proposed driveway change is in the front of the house and contrary to the recommendation, it should be within the Board's responsibility to review. Typically changes to character defining features are not considered minor works. The walk would be considered a minor work as it is less important than the drive.

Driveway Treatment:

While installing a full concrete driveway in place of the existing gravel is not appropriate, the proposal of driveway tracks combined with brick pavers could be considered as one alternative, extending the length of the drive until it reaches the rear corner of the house where it could transition to all concrete. The applicant proposes like for like replacement of the existing concrete driveway apron.

Walkway:

The applicant proposes maintaining the original placement of the walkway and incorporating concrete or floating pavers; based on review it would be considered a minor work as stated it is less important than the drive. The realignment of the walkway would be considered major work.

Findings

Certificate of Appropriateness, Section 510.6 (C)

1. The character and appropriateness of the design

Hampton Heights Design Guidelines – Landscape states that “.....the established pattern of walks and drives within the district should be continued. Existing paving materials of concrete, asphalt, and brick should be repaired, where feasible. New surfaces should be compatible with these [concrete, asphalt, and brick] predominant materials.

The use of driving lanes, designed to facilitate only the car’s wheels, is a historic treatment which is encouraged to retain porous surface. Parking should be located in the side yard and rear yard spaces and not extend beyond the front setback line of historic buildings.

Plant materials and enclosures should be utilized for screening parking areas. Paving of parking areas should be accomplished without the loss of existing vegetation or the creation of large impervious surfaces. The use of porous pavers as a paving surface is encouraged. Parking should be addressed in a manner that does not distract from the overall character of the district. parking to serve private residential lots shall be accommodated on-site. It is preferable to expand an existing driveway for parking, rather than to add a separate parking pad. Plant materials can be added around parking spaces to visually buffer the parking from the street.”

- The proposed driveway is an extension of the existing concrete/cement driveway behind the public right of way. Existing planting vegetation is along the driveway.

2. The scale of the buildings

The scale of the primary building will not be affected. Replacing/installing a driveway will not affect the scale of the primary structure.

3. The texture and materials

The proposed material for the replacement of the gravel driveway will be concrete/cement.

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

Currently, the immediate surrounding properties from the project site have either a pre-existing concrete driveway/pad or a two-strip concrete driveway in the front yard.

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 clearly state the recommended placement and material of the driveway. The allowable driveway options presented in the design guidelines include gravel/crushed stone driveway or a two-strip concrete driving lane.

Applicant:

Matt Johnston, Owner.

Public Speakers:

None.

Discussion:

The proposed project is well presented and meets the requirements of the Hampton Heights Design Guidelines. This will not be detrimental to the surrounding properties.

A motion was made by Ms. Franke, seconded Mr. Michels to approve the Certificate of Appropriateness as presented by a vote of 5-0.

Election of new Chair and Vice Chair Board Members:

A new elected Chair Mr. Michels and Vice Chair Ms. Franke by a vote of 5 to 0.

Staff Announcements: Looking for new HARB Board Members to fill couple seats.

The meeting was adjourned at 5:56 PM.

James Gaffney, Chairman

TO: The Board of Architectural Design and Historic Review

RE: Certificate of Appropriateness for Major Works – 400 Hampton Dr. (TMS# 7-16-02-141.00) in the Hampton Heights Historic District. The applicant is seeking approval of a Certificate of Appropriateness to pave the parking area for tenants. The property is located in the R-8/SFD (General Residential - Single Family District). **Owner / Applicant: Phuoc Do and Theresa Phan; Contractor: Work, Inc.**

Date: November 14th, 2024

Project Description and History

The project site is an approximately 11,736 square foot lot in the Hampton Heights Historic District. The site abuts West Hampton Avenue to the north boundary and Hampton Drive to the east boundary. The lot currently contains one two-story structure, known as *The Alexander Apartment*, that was built in 1956. The structure has open front porches on both floors with a brick foundation. The structure has a hipped roof. Since this apartment complex was built prior to the adoption of the current City of Spartanburg Zoning Ordinance, it is a non-conforming use.

The applicant is requesting to pave the parking lot on the south side of the building to provide six (6) onsite parking spaces for tenants due to the limited parking along Hampton Drive near the apartment complex with one additional curb-cut on the street for egress.

Analysis

Zoning Ordinance and Historic Design Manual Consistency

The project site is in the Hampton Heights Historic District which has design guidelines 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*

Hampton Heights Design Guidelines – Landscape states that “.....new surfaces should be compatible with these [concrete, asphalt, and brick] predominant materials. The use of driving lanes, designed to facilitate only the car’s wheels, is a historic treatment which is encouraged to retain porous surface. Parking should be located in the side yard and rear yard spaces and not extend beyond the front setback line of historic buildings. Plant materials and enclosures should be utilized for screening parking areas. Paving of parking areas should be accomplished without the loss of existing vegetation or the creation of large impervious surfaces.

The use of porous pavers as a paving surface is encouraged. Parking should be addressed in a manner that does not distract from the overall character of the district. parking to serve private residential lots shall be accommodated on-site. It is preferable to expand an existing driveway for parking, rather than to add a separate parking pad. Plant materials can be added around parking spaces to visually buffer the parking from the street.”

- The proposed driveway and parking lot are concrete with some existing vegetation surrounding the parking lot.

2. *The scale of the buildings*

The scale of the primary building will not be affected. Paving the driveway and parking lot will not affect the scale of the two-story apartment complex building.

3. *The texture and materials*

The proposed material for the driveway and parking lot will be concrete. However, the Hampton Heights Design Guideline states that “Paving of parking areas should be accomplished without creation of large impervious surfaces and the use of porous pavers as a paving surface is encouraged.”

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

Currently, the immediate surrounding properties from the project site have either a pre-existing concrete, gravel, or brick driveway in the front or side yard.

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 clearly state the recommended placement of the parking lot, the appropriate materials for the new surface, and the planting vegetation.

- Constructing a concrete driveway and a parking area to the side yard will accommodate the parking needs of the tenants and would be harmonious with the immediate surrounding properties that have a pre-existing concrete driveway.
- However, the proposed material for the driveway and parking lot does not meet the Hampton Heights Design Guidelines, and City does not support the proposed additional curb-cut for the egress of the parking lot.

Submitted by:

Nan Zhou

Nan Zhou, AICP

City Planner II

City of Spartanburg Planning Department

Attachments:

Conditions of Approval

Application

Proposed Parking Lot Drawing from the Applicant

Photos – Site Photos

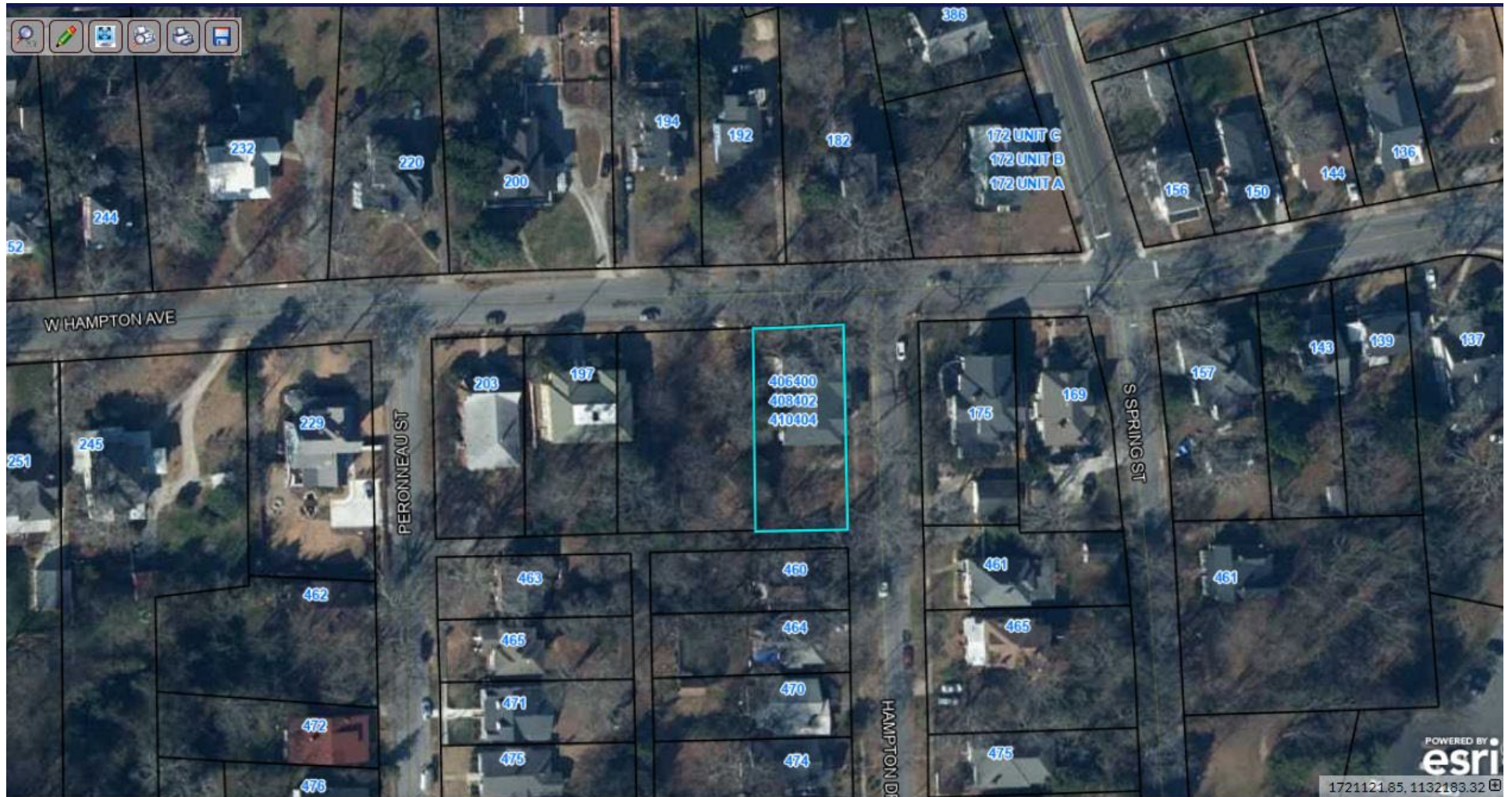
Supporting Letter from Neighbor

CONDITIONS OF APPROVAL FOR THE PROJECT ON PROPERTY LOCATED AT:

Certificate of Appropriateness for Major Works – 400 Hampton Drive (TMS# 7-16-02-141.00) 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 – 400 Hampton Drive



Zoning Map – 400 Hampton Drive

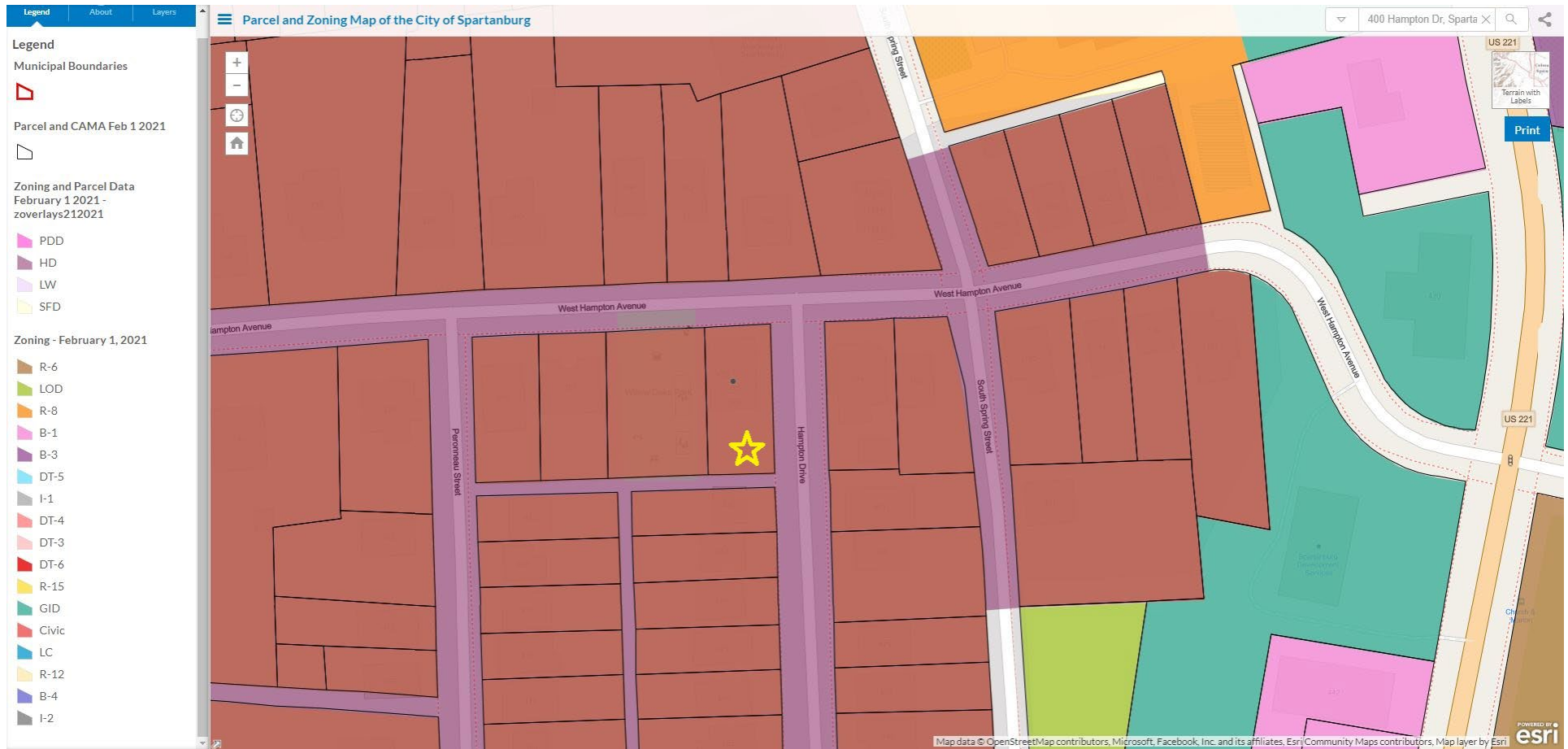


Photo – Front



Photo – Left Side



Photo – Right Side



Photo – Property to the Left Side of the Project Site



Photo – Property Directly Across from the Project Site



Photo – Hampton Drive Street View



Photo – Property Adjacent to the Project Site with Pre-existing Driveway



Photo – Property Adjacent to the Project Site with Pre-existing Driveway



Photo – Property Adjacent to the Project Site with Pre-existing Driveway



Photo – Proposed Parking Lot and Driveway Existing Conditions



Photo – Proposed Parking Lot and Driveway



Photo – Proposed Parking Lot and Driveway

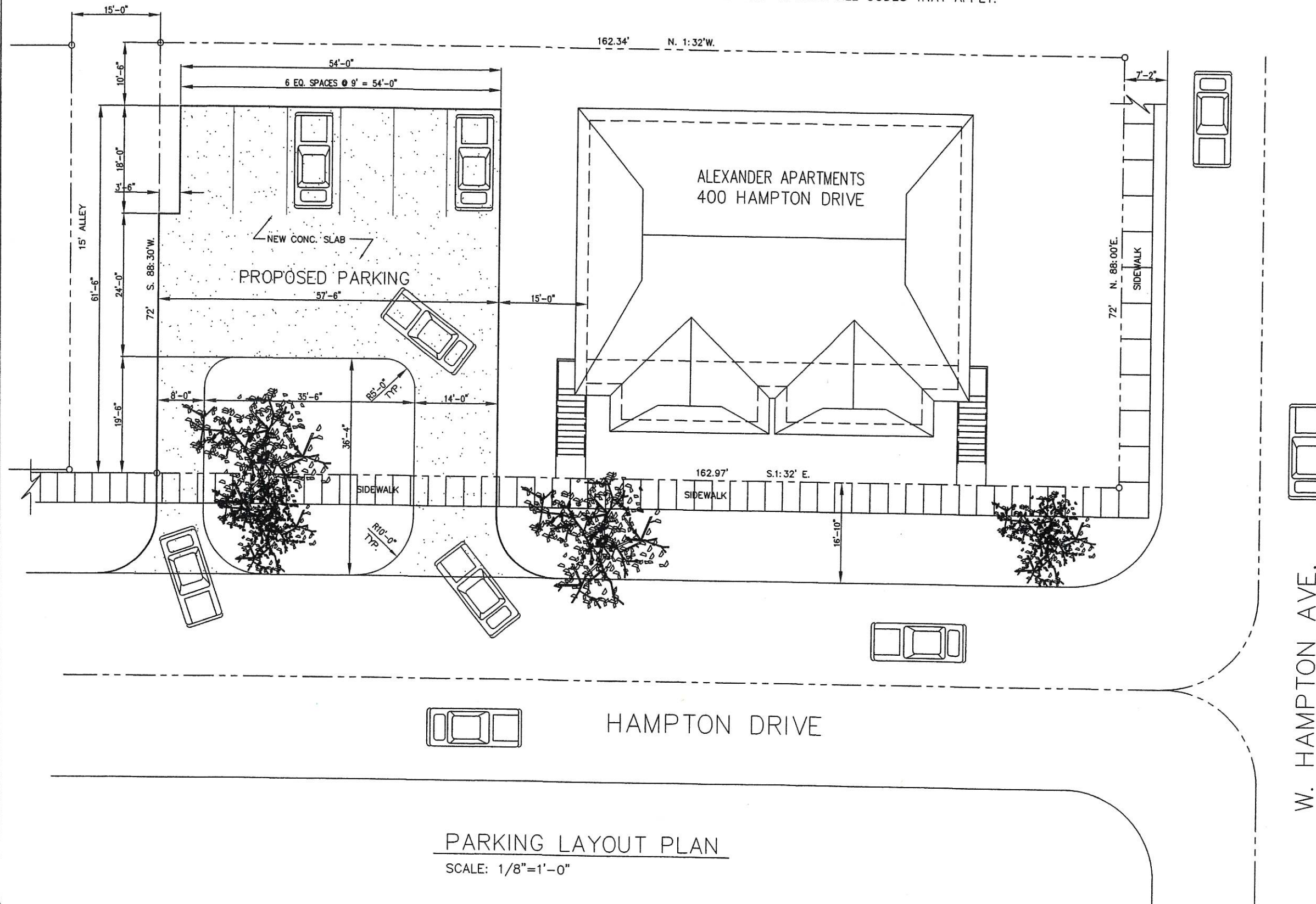


HARB - 400 Hampton Dr.



GENERAL NOTES

1. THIS DRAWING IS A PROPOSAL ONLY, AND NOT TO BE ISSUED FOR PERMIT OR CONSTRUCTION.
2. LAYOUT IS GENERAL IN NATURE AND IS TO BE ALTERED TO MEET ALL CODES THAT APPLY.



Project
**PROPOSED
PARKING
PLAN**

**ALEXANDER
APARTMENTS**
400 HAMPTON DRIVE
SPARTANBURG, SC 29306

Drawn by S. HASELDEN
Checked by S. HASELDEN
Date 09-26-24
Scale 1/8"=1'-0"

Revisions

Drawing Title

**PARKING
PLAN**

ORIGIN NOTES

Sheet
S1
Of

DONALD L. LOVE JR, ARCHITECT, AIA

608 Otis Boulevard, Spartanburg, SC · 864.415.0459

lovejrd@gmail.com

October 28, 2024

Fredalyn Frasier
City of Spartanburg
Neighborhood Services Director

Re: 400 Hampton Drive

Dear Ms. Frasier,

The purpose of this letter is to assist the Spartanburg Historic Architecture Review Board with a determination of appropriateness for the construction of a paved parking area at 400 Hampton Drive, in the Hampton Heights Historic District. Review of the Guidelines for the Hampton Heights Historic District and Guidelines from several other local Historic Districts forms the basis for my opinion.

The applicant has requested approval to construct a concrete drive and parking area in the side yard adjacent to the apartment building on the corner of Hampton Drive and West Hampton Avenue. A drawing was provided for review.

The Guidelines for the Hampton Heights Historic District state “parking shall be addressed in a manner that does not distract from the overall character of the District. Parking to serve private residential lots shall be accommodated on site, when at all possible, using the pathway of original drives and parking. It is preferable to expand an existing driveway for parking, rather than to add a separate parking pad. Plant material can be added around parking spaces to visually buffer the parking from the street.” The Guidelines also state “parking should be located in the side yard and rear yard spaces and not extend beyond the front setback line of historic buildings. Plant materials and enclosures should be utilized for screening parking areas. Paving of parking areas should be accomplished without the loss of existing vegetation or the creation of large impervious surfaces. The use of porous pavers as a paving surface is encouraged.” Review of the guidelines for other local Historic Districts echo the same ideas. Parking areas should ideally be located in the rear of the property but when located to the side of the property they should not extend beyond the front wall of the building. When visible from the street, parking areas should be heavily screened with a combination of planting and fencing, and large areas of non-porous surfaces are not acceptable.

On April 3, 2024, I visited the property with you and Ms. Nan Zhou to observe the proposed location for the parking area. The perimeter of the parking area has already been laid out at the side of the building and it has been partially graded. The placement of the building on the property and the fact that it is a corner lot does not allow the parking area to be located at the rear of the structure. The drawing shows that the proposed area does not extend beyond the front wall of the building. It also shows the addition of a second curb cut. A landscaping plan was not provided. The placement of the parking area on the site meets the guidelines but the proposed surface material and the new curb cut do not.

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

Regards,



Donald L. Love, Jr, Architect, AIA
Historic Preservation

TO: The Board of Architectural Design and Historic Review

RE: Certificate of Appropriateness for Major Works – 651 Maywood Drive (TMS: 7-12-03-070.00) in the Beaumont Mill Village Historic District. The applicant is seeking approval to replace existing metal roof with asphalt shingle roof. The property is located in the R-6 (General Residential District). **Owner: Eric & Israel Shackley / Agent: Fraser Roofing**

Date: November 14th, 2024

Project Description and History

The project site is located on an approximately 5,960 square foot lot in the Beaumont Mill Village Historic District. The site is located on the south side of Maywood Street. The site currently contains one one-story single-family home that was constructed in 1890. This residential structure is a wood-framed bungalow with a brick foundation. The structure has an open front porch with interior chimney and has a gabled metal roof with long rear slope roof. The Beaumont Mill Village Historic Design Guidelines list this structure as House Type One – Saddlebag circa 1890-1910.

Analysis

Zoning Ordinance and Historic Design Manual Consistency

The project site is located in the Beaumont Mill Village Historic District which has design guidelines for development. These guidelines are outlined in the Beaumont Village 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-6, General Residential District, which allows for single family dwelling units. Section 510.6 of the City of Spartanburg Zoning Ordinance lists 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

Currently the structure has a metal roof that was original to the house. Beaumont Mill Design Guidelines Section 3.7.5 Roof Pitches and Roofing Materials says "metal roofs are not appropriate roofing materials for the Beaumont Mill Village. Architectural shingles may be appropriate for the earlier houses." The proposed architectural shingle roof meets the intent of Beaumont Mill Design Guidelines.

b. The scale of the buildings

The scale of the structure will not be impacted by replacing metal shingles with architectural shingles.

c. The texture and materials

The agent is proposing to install CertainTeed Landmark, a 40-year architectural shingles as the new roof material.

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

Residential properties in the vicinity of the project site all have architectural shingles. The proposed architectural shingles will share similar features of structures in the immediate surroundings.

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 Beaumont Mill Village Design Guidelines clearly states that” metal roofs are not appropriate roofing material for the Beaumont Mill Village. Architectural shingles may be appropriate for the earlier houses.” The proposed alteration of the roof will be harmonious with the Beaumont Mill Village Historic District and meets the intent of the Design Guidelines.

Based on the Beaumont Mill Village Design Guidelines, it is recommended and appropriate to replace the existing metal roof with architectural shingles for the project site that will be harmonious with the immediate surroundings and with the Historic District.

Submitted by:



Nan Zhou, AICP
City Planner II
Planning and Zoning Department

Attachments:

Conditions of Approval
Application and Materials
Site Photos

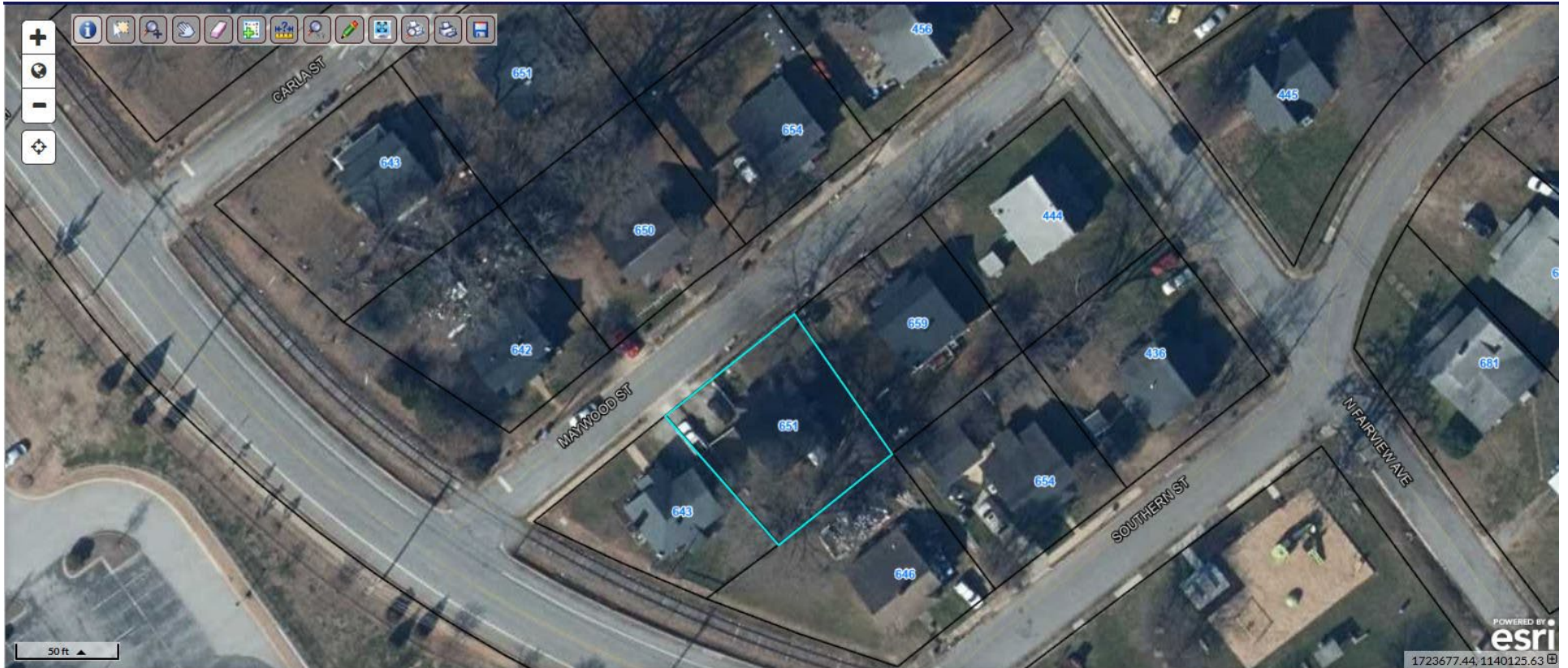
**CONDITIONS OF APPROVAL FOR THE PROJECT ON PROPERTY AT:
651 Maywood Street (TMS: 7-12-03-070.00) - Beaumont Mill Village Historic District.**

Owner: Eric & Israel Shackley

Agent: Fraser Roofing

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. All plans for future construction which are not covered by this review shall be submitted to the City Planning Department for review and approval.
3. Major modifications to plans or exceptions to completion may be granted only by the City authority which approved the project.
4. 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.
5. A building permit shall be obtained from the Building Department prior to commencement of work.
6. The development of the site shall be in substantial accordance with the approved plans submitted and on file in the Spartanburg City Planning Department. Major modifications to plans or exceptions to completion may be granted only by the City authority which approved the project. project.

SITE MAP – 651 Maywood St.



ZONING MAP – 651 Maywood St.

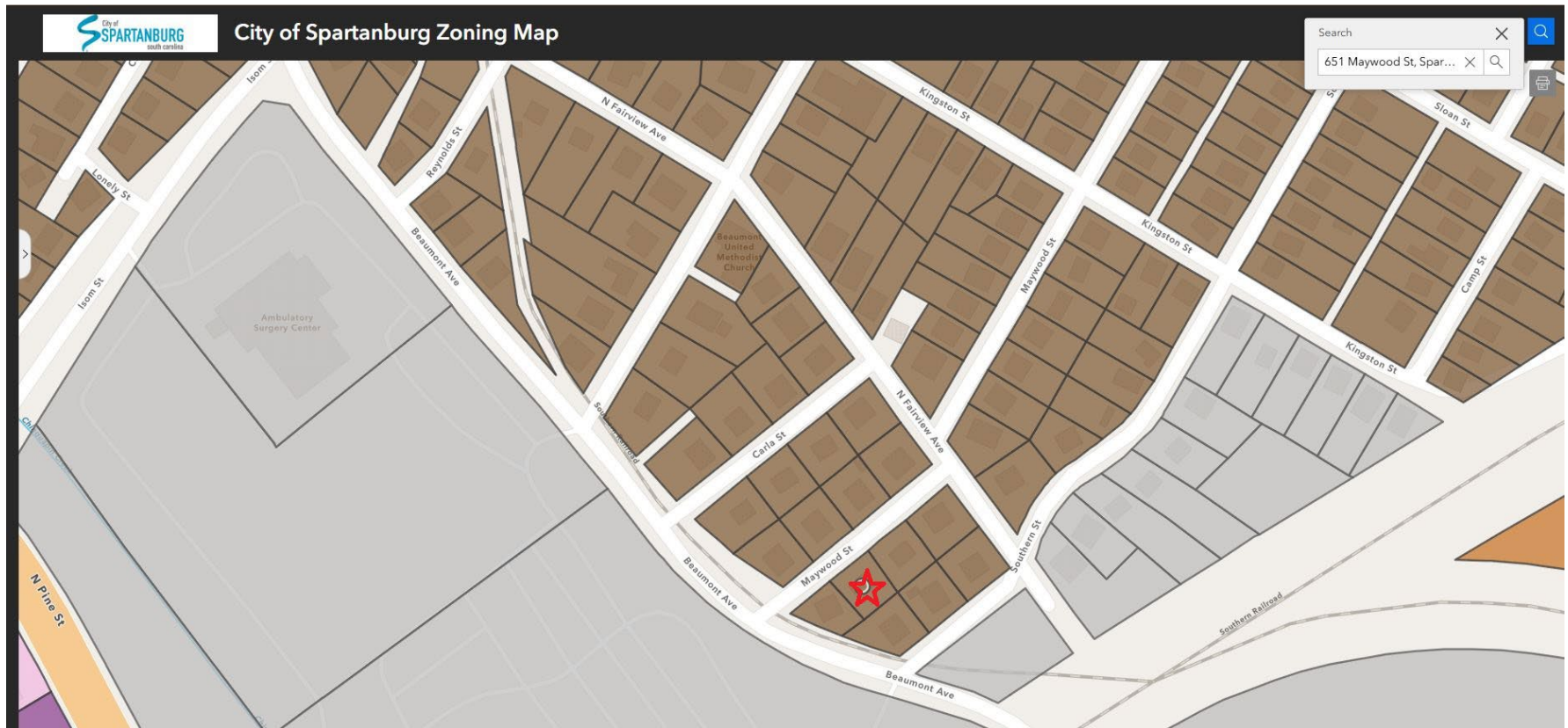


Photo – Front



Photo – Right Side



Photo – Left Side



Photo – Property to the Right of the Project Site



Photo – Property to the Left of the Project Site



Photo – Property Across from the Project Site



Photo – Property Across from the Project Site



Photo – Property Across from the Project Site



Photo – Properties on Maywood St. (Street View)



DONALD L. LOVE JR, ARCHITECT, AIA

608 Otis Boulevard, Spartanburg, SC · 864.415.0459

lovejrd@gmail.com

November 3, 2024

Fredalyn Frasier
City of Spartanburg
Planning Director

Dear Ms. Frasier,

The purpose of this letter is to assist the Spartanburg Historic Architecture Review Board with a request to install new roofing material at 651 Maywood Street, in the Beaumont Mill Historic District. Review of the Guidelines for the Historic District forms the basis for my opinion.

The applicant has requested approval to install new architectural shingles on the roof of the home. The guidelines for the Historic District identify the structure as "House Type One," built circa 1809 - 1910. No information on the shingles was provided except that they were described as "architectural".

On October 22, 2024, I visited the property with Ms. Nan Zhou to observe the conditions. The existing roof is a non-historic metal roof. The owner would like to remove the metal roofing and install architectural shingles. The guidelines state "architectural shingles may be appropriate for earlier houses, but the circa 1940 houses were originally roofed with asphalt shingles".

Given that the house is one of the older types and the owner wants to replace the metal roofing with architectural shingles, the proposed work meets the guidelines.

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

Regards,



Donald L. Love, Jr, Architect, AIA
Historic Preservation



TO: Martin Livingston,
Neighborhood Services Director

FROM: B. A. Bush, Building Official
City of Spartanburg Inspections Department

SUBJECT: 642 Maywood Street, Beaumont Mill Neighborhood

DATE: September 5, 2024

This structure suffered a fire that severely damaged it on June 27, 2024. The structure is not boarded up to prevent casual entry. Based upon an inspection I recently made of the structure I find it to be unsafe and in imminent danger of collapse. Therefore, the structure should be demolished as quickly as possible.

Cc: Martin Livingston, Neighborhood Services Director
Central File