



The City of Spartanburg Board of Architectural Design & Historic Review

AGENDA

**December 11, 2025, 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. Rules and Procedures for Meeting Conduct.**
- V. Approval of Agenda.**
- VI. Disposition of Minutes from the November 13, 2025, Meeting.**
- VII. Old Business:** None.
- VIII. New Business:**
 1. COA: 25-004-00071: Certificate of Appropriateness for Major Works — 189 S Hampton Drive (TMS # 7-16-02-276.00) in the Hampton Heights Historic District. The applicant is seeking approval to install new vinyl windows. The property is located in the R-8 SFD (Single Family Residential) zoning district. **Owner: Jessica Fenn / Contractor: Scott Doughman, Window Nation**
 2. COA: 25-004-00072: Certificate of Appropriateness for Major Works — 118 Phifer Drive (TMS # 7-08-15-259.00) in the Beaumont Mills Historic District. The applicant is seeking approval to install new vinyl windows. The property is located in the R-6 (General Residential) zoning district. **Owner: Tyler & Katie Helms / Contractor: Golden Key Construction**
- IX. Staff Updates:** ACOG Continued Education and Election for new Officers.
- X. Adjournment.**

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