



The City of Spartanburg Design Review Board

AGENDA

December 2, 2025, at 5:30 P.M.

Dr. TK Gregg Community Center

650 Howard 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 Chairperson will announce any changes after the roll call).

I. Roll Call.

II. Freedom of Information Act Compliance – Public notification of the Design Review Board meeting has been published, posted and mailed in compliance with the Freedom of Information Act and the requirements of the City of Spartanburg Zoning Ordinance.

III. Rules and Procedures for Meeting Conduct.

IV. Approval of Agenda.

V. Disposition of the Minutes of October 7, 2025 meeting.

VI. Old Business:

VII. New Business:

1. DRB-25-020-00013 — The Design Review Board (DRB) has received a request for Preliminary Conceptual Approval for the proposed development, Spartanburg Hudson Automotive Parking, located at 400 E Daniel Morgan Ave (Tax Map Sheet: 7-12-06-061.00) with a zoning designation of DT-5 (Downtown Urban Center). **Owner: RP CGR SBG MAZ-SUB; Applicant: Hudson Automotive Group**

VIII. Staff Announcements: ACOG continued training education.

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 Design Review Board (DRB)
Tuesday, October 7, 2025, at 5:30 PM
Dr. TK Gregg Recreation Center

The Design Review Board (DRB) on Tuesday, October 7, 2025, at 5:30pm. The following Board Members were in attendance: **Alexander Newman, Jean Crowther, and Lukas Hauser.** Representing the City of Spartanburg's Planning Department was **Fredalyn Frasier, Planning Director, and Dominick Calace, Planner I.**

Mr. Newman: Alexander Newman
Mr. Hauser: Lukas Hauser
Ms. Crowther: Jean Crowther

Ms. Crowther: With the Freedom of Information Act Compliance, public notification of the Design Review Board meeting has been published, posted and mailed in compliance with the Freedom of Information Act and the requirements of the City of Spartanburg Zoning Ordinance.

Amend the Agenda:

On a motion by Mr. Hauser to approve and seconded by Mr. Newman the case has been moved to the top of the agenda list by a vote of 3 to 0.

Approval of Meeting Minutes for September 2, 2025.

On a motion by Mr. Newman to approve and seconded by Mr. Hauser, the amended minutes were approved by a vote of 3 to 0.

Old Business:

None.

New Business:

DRB-25-020-00011 – The Design Review Board (DRB) has received a request for Preliminary Conceptual Approval for the proposed development, Spartanburg Mazda, located at 500 E Daniel Morgan Ave (Tax Map Sheet: 7-12-03-115.00) with a zoning designation of DT-5 (Downtown Urban Center). Owner: RP CGR SBG MAZ-SUB, LLC; Applicant: Hudson Automotive; Agent: Riyadh Brothers

GENERAL PROJECT OVERVIEW

The existing Spartanburg Mazda is proposing a renovation of the building facade. The project also includes landscaping and streetscape improvements. The application is for Preliminary Review.

AUTHORITY & APPLICABILITY

This parcel is zoned D-T5. The proposed project is considered an exterior renovation without expansion in accordance with Section 2.2. The following elements are required to come into full compliance: Solid Waste Storage Areas and Signage Standards. Full streetscape and building design elements are also required for compliance. Formal design review and approval by the Design Review Board is required. A special exception is required in accordance with Section 3.1.3.

DETERMINATION OF COMPLETENESS

Application is complete.

EXCEPTIONS REQUIRED

- **6.4.5 Building Materials:** To permit the use of metal paneling
- **8.1.1 Streetscape:** To provide a code minimum level of streetscape enhancement
- **8.2.1 Required Plantings:** To provide a code minimum level of parking area landscaping
- **8.2.2 Parking Area Screening:** To provide a code minimum level of parking area screening

CODE REVIEW

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

- A. Use Standards:** The proposed use (Vehicle Sales) requires a Special Exception and is subject to the additional standards in Section 3.2.11.
- All renovations to the existing showroom shall not have to meet the maximum setbacks requirements or minimum height restrictions (*Compliant*). However, all physical lot expansions into any existing Vehicle Sales site shall require all such expansions on the new parcel only to come into full compliance (*Not Applicable*).
- B. District Standards:**
- **3.3.1 Lot Configuration:** *Not Applicable*
 - **3.3.2 Primary Building Standards:** – *Compliant*
 - **3.3.4.a Building Height:** *Not Applicable per Section 3.2.11*
 - **3.3.5 Permitted Parking Location:** *Existing non-conformity – No expansion requested*
 - **3.3.6 Building Frontage:** *Shopfront/Awning (setback behind parking lot) -- Legal non-conformity*
- C. General Standards:**
- *Not Applicable*
- D. Lot/Site Standards:**
- **5.1.1 Lot Frontage:** All lots must front on a street, square, or common open space - *Compliant*
 - **5.1.3 Pedestrian Entries from Frontage Line:** Buildings must have their principal pedestrian entrances on a frontage line. - *Compliant*
 - **5.1.4 Setbacks:** Front and side setbacks must be consistent with surrounding buildings. - *Compliant*
 - **5.1.5 Adjacent Lots:** Grading between lots to be sensitively considered. – *Not Applicable*
- E. Utilities and Trash Containment:**
- **5.2.1 Underground Utilities:** *Presumed Compliant*
 - **5.2.2 Solid Waste Storage Areas:** *Full screening of all solid waste enclosures required - Compliant*
 - **5.2.3 Mechanical and Utility Equipment:** *Presumed Compliant*
- F. Building Standards:**
- **6.1.1 General Design Principles - Connectivity:** *Compliant*

- **6.1.2 General Design Principles - Housing:** *Not Applicable*
- **6.1.3 General Design Principles – Mixed-Use Infill & Redevelopment:** *Not Applicable*
- **6.1.4 General Design Principles - Downtown Should be Urban:** *Existing non-conformity – Not Applicable*
- **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:** *Compliant*
- **6.4 Specific Building Design Standards for all D-T5 Mixed-Use and Commercial Buildings**
 - **6.4.1 Roof and Eaves:** *Compliant; Rooftop equipment screening to be confirmed with Final Approval*
 - **6.4.2 Canopies/Awnings:** *Not Applicable*
 - **6.4.3 Encroachments:** *Not Applicable*
 - **6.4.4 Ground Level Detailing:** *Compliant*
 - **6.4.5 Materials:** *Exception Required – The proposed project uses a metal paneling system similar to the adjacent car dealership. The stucco finish will match what is on the existing building.*

G. Parking:

- **7.1 Parking Area Access:** *Existing front yard parking is a non-conformity*
- **7.2 Bicycle Parking:** 4 spaces provided – *Compliant*
-

H. Streetscape and Site Landscaping:

- **8.1 Required Streetscape:**
 - D-T5: 12 ft zone with 8 ft wide sidewalk and trees in wells: *Compliance Required*
- **8.2 Parking Area Landscaping:** *Compliance Required*
- **8.2.1 Required Plantings:**
 - One (1) Shade Tree and Eight (8) Shrubs required per 10 parking spaces: *Compliant*
 - No parking space shall be further than 60 feet from the trunk of a canopy tree: *Not Compliant – 42 parking spaces along E Daniel Morgan Ave outside required range*
- **8.2.2 Parking Area Screening:** *Not Compliant – landscape plan lists shrubs maintained at 2 feet high. Parking areas must have a 3-foot-high screen along the street.*

I. Signage: *Freestanding Sign is non-compliant. Existing pole sign would need to be modified to not exceed 5 feet in height and 32 square feet in area*

ADDITIONAL COMMENTS AND SUGGESTIONS FOR BOARD CONSIDERATION

Streetscape Requirements

Required Plantings

There are approximately 32 spaces across the frontage that are not covered by the minimum 60-foot radius from a canopy tree. The non-compliant parking spaces are outlined.

RECOMMENDATION

The following exceptions are required for Preliminary Approval:

- **6.4.5 Building Materials:** To permit the use of metal paneling
- **8.1.1 Streetscape:** To provide a code minimum level of streetscape enhancement
- **8.2.1 Required Plantings:** To provide a code minimum level of parking area landscaping
- **8.2.2 Parking Area Screening:** To provide a code minimum level of parking area screening

Applicant:

Riyad Brothers, Hudson Automotive.

Public Comments:

None.

Discussion:

The board appreciated the overall design, especially the landscape plan, and the effort to create a thoughtful corridor that supports downtown. They thanked staff for their comments and clarity. In the Spartanburg Mazda case, the board supported the use of warmer lighting and consistent materials across dealerships along Daniel Morgan Avenue. They noted the two-story display area, urban paneling, and overall architectural approach as strong. Final details like signage, fencing, and landscaping will be reviewed by staff as part of the conditional approval.

A motion was made by Mr. Newman, seconded by Mr. Hauser, for full and final approval with exception for the use of ACM and staff conditions noted by motion with a vote of 3–0.

Staff Announcements:

Staff noted that the Subaru lot project will be advancing soon. They also shared that ACOG training is continuing.

Adjourned meeting at 5:58 P.M.

Jean Crowther, Vice Chair

DATE

November 24, 2025

TO

Design Review Board Members

PROJECT/ADDRESS/ TAX IDSpartanburg Hudson Automotive Parking / 400 E Daniel
Morgan Ave / 7-12-06-061.00**PROJECT NUMBER**

DRB- 25-02000013

REVIEW STATUS – Preliminary Review**COPIES TO**

City Departments/Applicant

STAFFFredalyn M. Frasier, Planning Director
Dominick Calace, Planner I**GENERAL PROJECT OVERVIEW**

The existing Spartanburg Subaru dealership is proposing the addition of an accessory structure to serve as an auto detailing area, along with an expanded 126-space parking lot. The project also includes new landscaping and streetscape enhancements. This application is for Preliminary Review.

This project is part of a broader corridor beautification initiative between the City and the Hudson Automotive Group, which will provide enhanced landscape medians and landscaped bulb-outs along the parallel parking areas on Daniel Morgan Avenue.

AUTHORITY & APPLICABILITY

This parcel is zoned D-T5. The proposed project is considered a major parking expansion and a minor building expansion (less than 25% of total floor area) in accordance with Section 2.2. The accessory building associated with the expansion must comply with all applicable building design standards. Full streetscape and landscape improvements for the proposed parking lot are also required. Formal design review and approval by the Design Review Board is required.

DETERMINATION OF COMPLETENESS

Application is complete.

EXCEPTIONS REQUIRED

- **3.3.3.a Accessory Building Placement:** To permit the placement of an accessory building in the side yard
- **3.3.5 Permitted Parking Location:** To permit front yard parking
- **6.4.5 Building Materials:** To permit the use of metal paneling
- **8.1.1 Streetscape:** To permit a 14 ft streetscape zone and 8 ft sidewalk without tree wells
- **8.2.2 Parking Area Screening:** To permit a shrub maintained at 2 ft high rather than 3 ft as required

CODE REVIEW

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

- A. Use Standards:** The primary use of this property is Vehicle Sales. Accessory Buildings are permitted in this zone.

B. District Standards:

- **3.3.1 Lot Configuration:** *Not Applicable*
- **3.3.2 Primary Building Standards:** *Not Applicable*
- **3.3.3a Accessory Building Placement:** *Exception Required – Accessory Building placed in side yard*
- **3.3.3b-e Accessory Building Setbacks:** *Compliant*
- **3.3.4.b Accessory Building Height:** *Compliant*
- **3.3.5 Permitted Parking Location:** *Exception Required – Front yard parking requested*
- **3.3.6 Building Frontage:** *Not Applicable*

C. General Standards:

- *Not Applicable*

D. Lot/Site Standards:

- **5.1.1 Lot Frontage:** All lots must front on a street, square, or common open space - *Compliant*
- **5.1.3 Pedestrian Entries from Frontage Line:** *Not Applicable*
- **5.1.4 Setbacks:** *Not Applicable*
- **5.1.5 Adjacent Lots:** *Not Applicable*

E. Utilities and Trash Containment:

- **5.2.1 Underground Utilities:** *Presumed Compliant*
- **5.2.2 Solid Waste Storage Areas:** *Not Applicable*
- **5.2.3 Mechanical and Utility Equipment:** *Presumed Compliant*

F. Building Standards:

- **6.1.1 General Design Principles - Connectivity:** *Not Applicable*
- **6.1.2 General Design Principles - Housing:** *Not Applicable*
- **6.1.3 General Design Principles – Mixed-Use Infill & Redevelopment:** *Not Applicable*
- **6.1.4 General Design Principles - Downtown Should be Urban:** *Not Applicable*
- **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 for all D-T5 Mixed-Use and Commercial Buildings**
 - **6.4.1 Roof and Eaves:** *Compliant; Rooftop equipment screening to be confirmed with Final Approval*
 - **6.4.2 Canopies/Awnings:** *Not Applicable*
 - **6.4.3 Encroachments:** *Not Applicable*
 - **6.4.4 Ground Level Detailing:** *More detail requested – opacity of front facing windows should be in the range of 25-35% to allow sufficient passing of light and movement, but not full transparency into car wash/detail area.*
 - **6.4.5 Materials:** *Exception Required – The proposed project uses a metal paneling system to match the adjacent car dealership.*

G. Parking:

- **7.1 Parking Area Access:** *Front yard parking access is an existing non-conformity*
- **7.2 Bicycle Parking:** *Compliance Required*

H. Streetscape and Site Landscaping:

- **8.1 Required Streetscape:**
 - D-T5: 12 ft zone with 8 ft wide sidewalk and trees in wells: *Exception Required – 8ft sidewalk with 14ft streetscape provided; trees are not included. This request is consistent with previously approved treatments for the adjacent Spartanburg Mazda and Spartanburg Subaru projects.*
- **8.2 Parking Area Landscaping:** *Compliant*
- **8.2.1 Required Plantings:**
 - One (1) Shade Tree and Eight (8) Shrubs required per 10 parking spaces: *Compliant*
 - No parking space shall be further than 60 feet from the trunk of a canopy tree: *Compliant*
- **8.2.2 Parking Area Screening:** *Exception Required – Shrubs maintained at 2 feet high. Parking areas must have a 3-foot-high screen along the street. This request is consistent with previously approved treatments for the adjacent Spartanburg Mazda and Spartanburg Subaru projects. Landscape screening is also required along the proposed detention pond. It has been added to be compliant.*
- **8.4 Fences:** *Compliant – 4 ft high black chain link fence around detention pond*

I. Signage: *Not Applicable***ADDITIONAL COMMENTS AND SUGGESTIONS FOR BOARD CONSIDERATION**

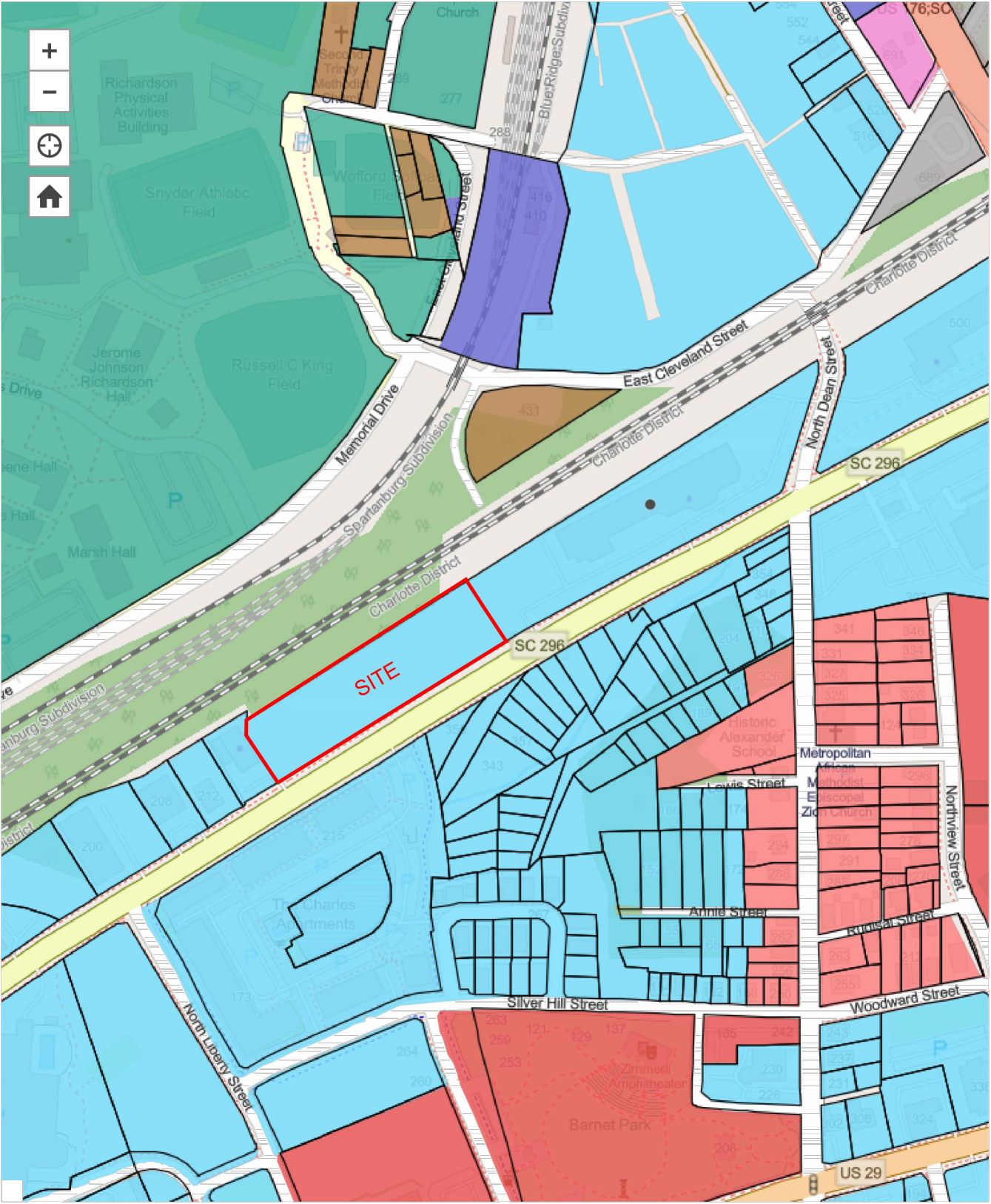
This project is part of a larger automotive corridor enhancement initiative. The proposed landscape and streetscape improvements are consistent with those of the adjacent approved projects, Spartanburg Mazda and Spartanburg Subaru. Exceptions to Streetscape Landscaping and Parking Area Screening were previously granted for these neighboring projects.

RECOMMENDATION

The following exceptions are required for Preliminary Approval:

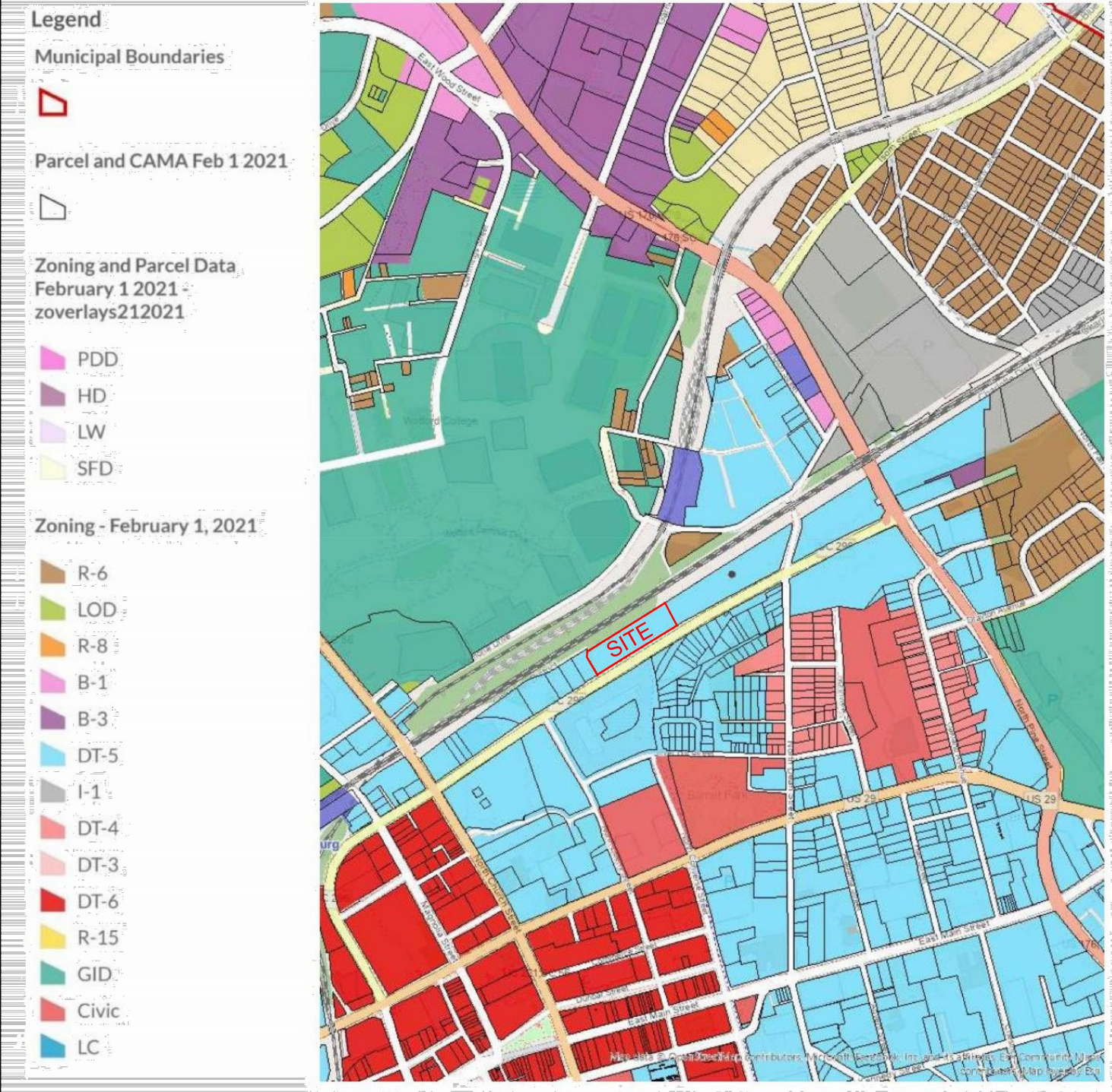
- **3.3.3.a Accessory Building Placement:** To permit the placement of an accessory building in the side yard
- **3.3.5 Permitted Parking Location:** To permit front yard parking
- **6.4.4 Ground Level Detailing:** More detail requested on opacity of front-facing windows
- **6.4.5 Building Materials:** To permit the use of metal paneling
- **8.1.1 Streetscape:** To permit a 14 ft streetscape zone and 8 ft sidewalk without tree wells
- **8.2.2 Parking Area Screening:** To permit a shrub maintained at 2 ft high rather than 3 ft as required

SPARTANBURG SUBARU
ZONING: DT-5



Spartanburg PDI DRB presentation
Context plan

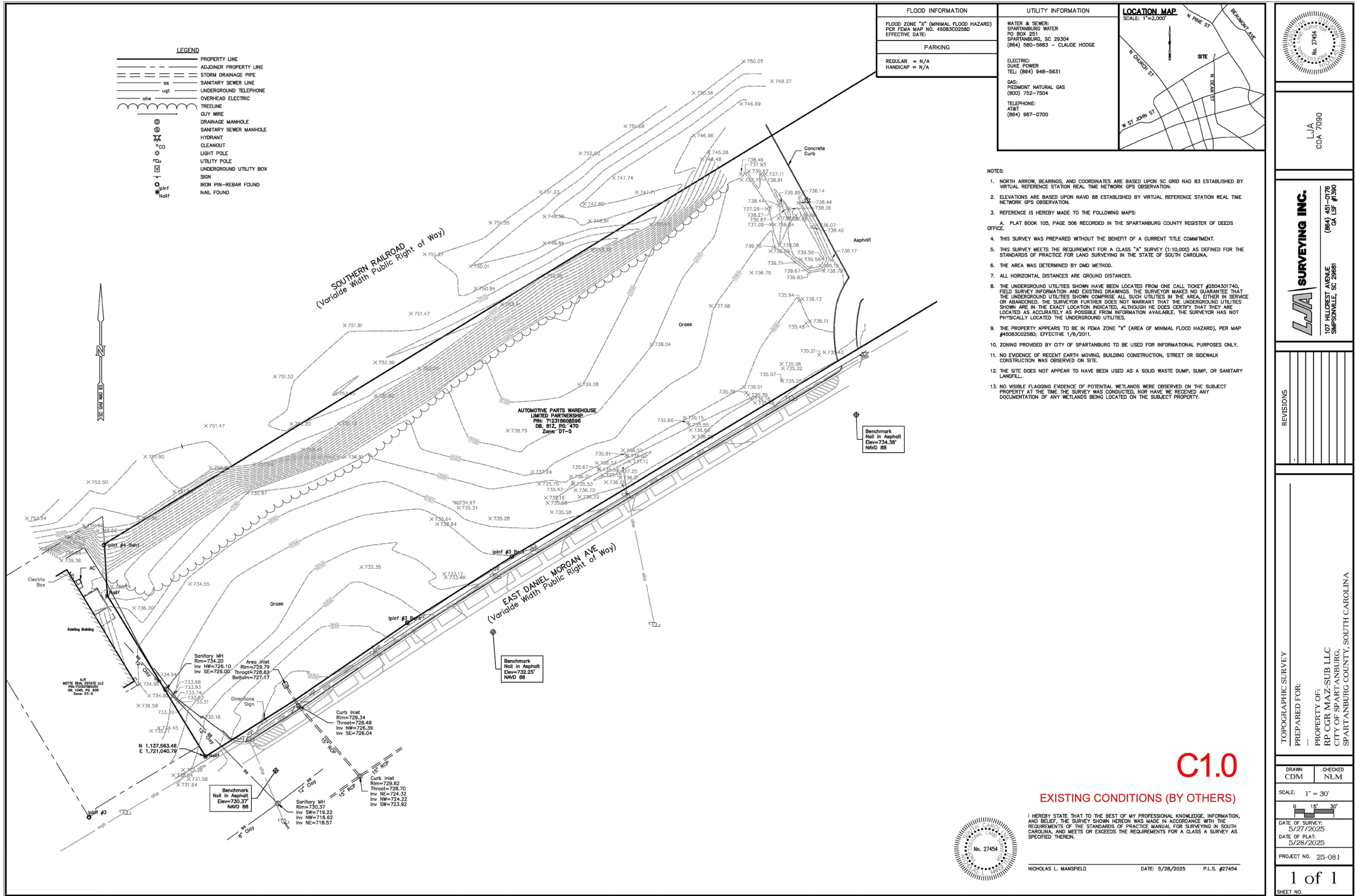
SPARTANBURG SUBARU
ZONING: DT-5

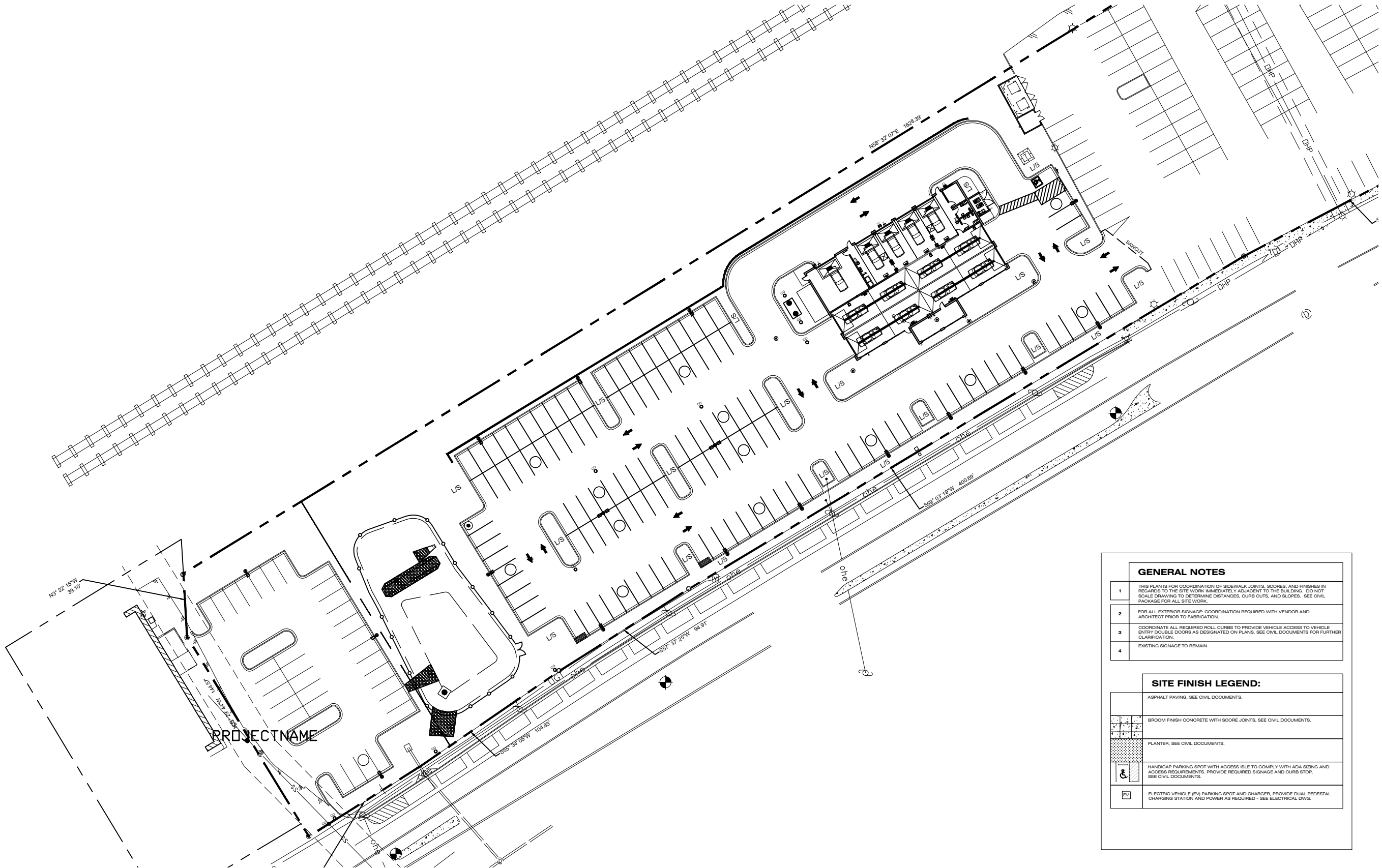












GENERAL NOTES	
1	THIS PLAN IS FOR COORDINATION OF SIDEWALK JOINTS, SCORES, AND FINISHES IN REGARDS TO THE SITE WORK IMMEDIATELY ADJACENT TO THE BUILDING. DO NOT SCALE DRAWING TO DETERMINE DISTANCES, CURB CUTS, AND SLOPES. SEE CIVIL PACKAGE FOR ALL SITE WORK.
2	FOR ALL EXTERIOR SIGNAGE: COORDINATION REQUIRED WITH VENDOR AND ARCHITECT PRIOR TO FABRICATION.
3	COORDINATE ALL REQUIRED ROLL CURBS TO PROVIDE VEHICLE ACCESS TO VEHICLE ENTRY DOUBLE DOORS AS DESIGNATED ON PLANS. SEE CIVIL DOCUMENTS FOR FURTHER CLARIFICATION.
4	EXISTING SIGNAGE TO REMAIN

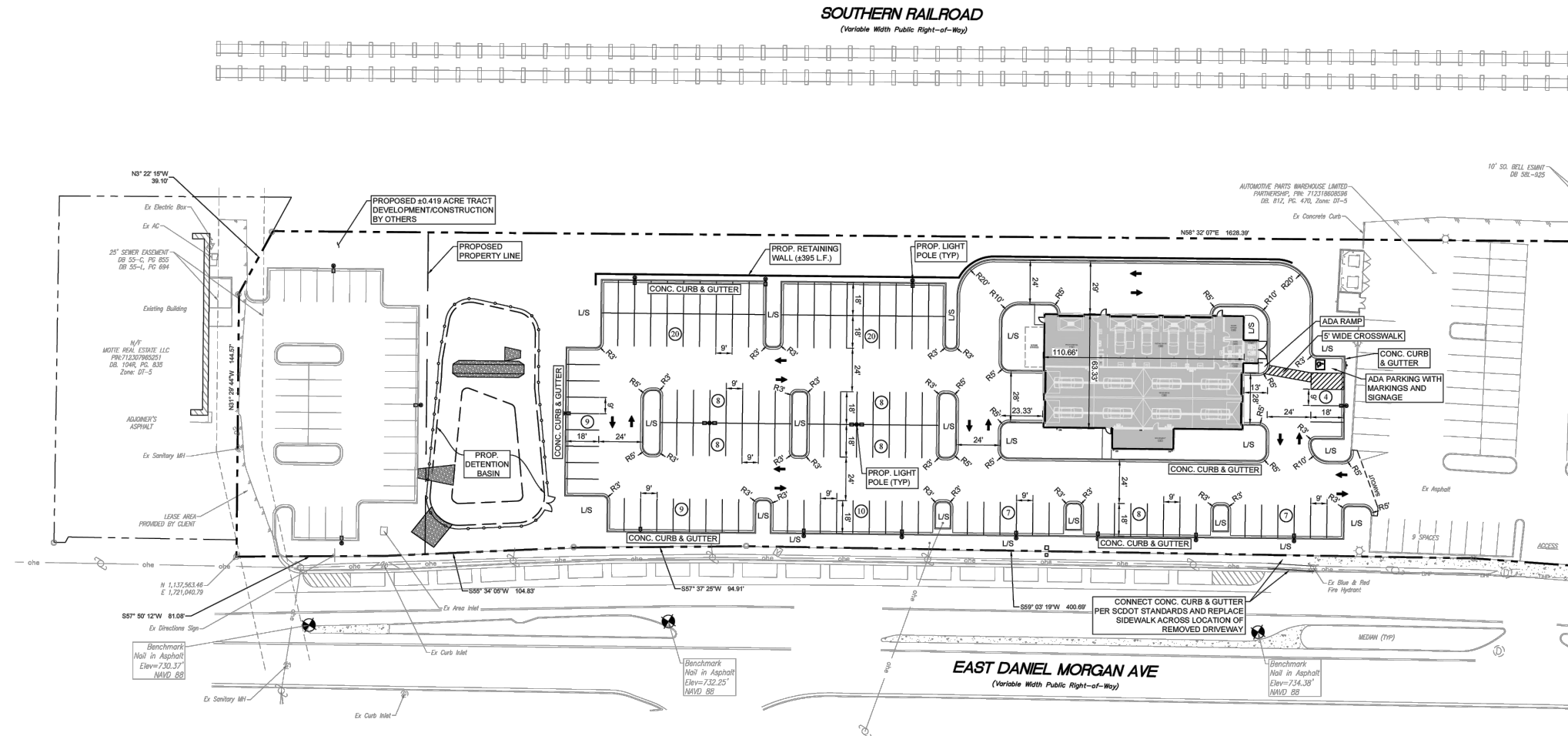
SITE FINISH LEGEND:	
	ASPHALT PAVING, SEE CIVIL DOCUMENTS.
	BROOM FINISH CONCRETE WITH SCORE JOINTS, SEE CIVIL DOCUMENTS.
	PLANTER, SEE CIVIL DOCUMENTS.
	HANDICAP PARKING SPOT WITH ACCESS ISLE TO COMPLY WITH ADA SIZING AND ACCESS REQUIREMENTS. PROVIDE REQUIRED SIGNAGE AND CURB STOP. SEE CIVIL DOCUMENTS.
	ELECTRIC VEHICLE (EV) PARKING SPOT AND CHARGER, PROVIDE DUAL PEDESTAL CHARGING STATION AND POWER AS REQUIRED - SEE ELECTRICAL DWG.

1. ALL PAVEMENT MARKINGS & SIGNAGE SHALL COMPLY WITH THE "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS & HIGHWAYS".
2. ALL EXISTING UTILITIES ARE SHOWN SCHEMATICALLY. CONTRACTOR SHALL CONTACT DIS SOUTH CAROLINA AND LOCAL UTILITY MARKOUT FIRMS PRIOR TO BEGINNING CONSTRUCTION.
3. CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR LOCATION & PROTECTION OF EXISTING ABOVE & BELOW GROUND UTILITIES AND STRUCTURES ANY AND ALL MAINS, LINES OR INDIVIDUAL SERVICES DAMAGED DURING CONSTRUCTION SHALL BE REPAIRED IMMEDIATELY AT NO ADDITIONAL EXPENSE TO THE OWNER.
4. CONTRACTOR SHALL VERIFY ALL CONDITIONS & DIMENSIONS ONSITE & NOTIFY THE ENGINEER OF ANY DIMENSIONAL ERRORS, OMISSIONS OR DISCREPANCIES IN WRITING PRIOR TO BEGINNING WORK.
5. SIDEWALK CROSS-SLOPE SHALL NOT EXCEED 2% AND LONGITUDINAL SLOPE SHALL NOT EXCEED 5%.
6. DIMENSIONS ARE SHOWN TO FACE OF CURB UNLESS OTHERWISE NOTED.
7. FIELD ADJUSTMENTS SHALL BE MADE AS NECESSARY TO ENSURE A SMOOTH TRANSITION BOTH VERTICALLY & HORIZONTALLY FROM EXISTING TO PROPOSED PAVEMENT & CURB SECTIONS.
8. GUTTERS & PAVING SHALL BE INSTALLED IN SUCH A MANNER AS TO PROVIDE POSITIVE DRAINAGE IN ALL AREAS.
9. IT IS THE CONTRACTOR'S RESPONSIBILITY TO ENSURE THAT ALL LOCAL, STATE & FEDERAL CONSTRUCTION SAFETY REGULATIONS ARE FOLLOWED DURING THE CONSTRUCTION ACTIVITIES ASSOCIATED WITH THIS PROJECT.

10. BENCHMARK LOCATION & ELEVATION SHALL BE VERIFIED PRIOR TO BEGINNING CONSTRUCTION. BENCHMARKS USED FOR SURVEY ARE LISTED ON THE EXISTING CONDITIONS PLAN.
11. BACKGROUND INFORMATION TAKEN FROM LGA SURVEY, INC. DATED 05/27/2023.
12. ALL DEMOLITION DEBRIS SHALL BE LEGALLY DISPOSED OF OFF-SITE IN AN S.C.D.H.C. APPROVED LANDFILL.
13. ALL WORK SHALL CONFORM TO THE STANDARDS AND SPECIFICATIONS OF THE CITY OF SPARTANBURG.
14. CONTRACTOR TO ADJUST ALL EXISTING UTILITIES RIMS, COVERS, GRATES, AND WATER METER BOXES TO MATCH PROPOSED GRADES.
15. ALL MATERIALS & PLANS ARE TO COMPLY WITH CURRENT CITY OF SPARTANBURG STANDARD SPECIFICATIONS & DETAILS.
16. CONTRACTOR SHALL SUPPLY AS-BUILT DRAWINGS OF STREET, DRAINAGE, WATER & SANITARY SEWER SYSTEMS AFTER INSTALLATION.
17. TRANSITION PROPOSED CONCRETE CURB, PAVEMENT AND SIDEWALK INTO EXISTING CURB, PAVEMENT AND SIDEWALK AND PROVIDE A FLUSH 1/8" SAWCUT JOINT WHERE PROPOSED CONCRETE MEETS EXISTING CONCRETE.
18. ALL EXISTING AND PROPOSED SIDEWALKS, BARRIER FREE RAMPS, HANDICAP PARKING, DRIVEWAY CROSSLAKES, DRIVEWAYS AND ACCESSIBLE ROUTES SHALL COMPLY WITH A.D.A., AND THE CITY OF SPARTANBURG REQUIREMENTS. EXISTING INFRASTRUCTURE NOT COMPLYING SHALL BE REMOVED AND REPLACED TO MEET STANDARDS.
19. ALL EXISTING DRIVEWAYS AND CURB CUTS THAT ARE NOT USED SHALL BE REMOVED AND REPLACED WITH A CONCRETE CURB, GUTTER, AND/OR SIDEWALK.

<u>SUBARU DISPLAY/STORAGE PARKING:</u>	
PARKING REQUIRED:	
4 SPACES /1,000 SF GFA	
4 x 42,468/1000 = 170 SPACES	
 EXISTING PARKING:	
9' X 18' STALLS	33
 PROPOSED STORAGE PARKING:	
	127
 <u>BLUE MOON BODEGA PARKING:</u>	
PROPOSED ADDITIONAL PARKING	33

LANDSCAPE AREA L/S

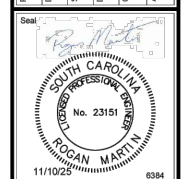


C4.1

SITE PLAN

PARKING LOT ADDITION
400 EAST DANIEL MORGAN AVENUE
SPARTANBURG COUNTY
CITY OF SPARTANBURG, SOUTH CAROLINA, 29302

PROJECT NO.	25-017
DATE:	11/10/25
SCALE:	1" = 30'
DRAWING:	ML
CHECKED:	RSM
APPROVED:	GM



Sheet No.

C4.1

[illegible]

CBC

COOL BREEZE CONSULTANTS LLC
1314 Avenue A, Suite A
Kailua, HI 96731
Phone: 808.548-0018
Email: admin@coolbreezeconsultants.com
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PROFESSIONAL ENGINEERING SERVICES

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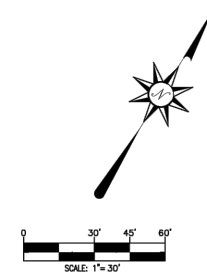
1. ALL DISTURBED AREAS NOT SPECIFIED AS HARDSCAPE TO BE SEEDED WITH BERMAUDA.
2. CONTRACTOR SHALL VERIFY ALL UTILITY LOCATIONS PRIOR TO INSTALLATION. NOTIFY ENGINEER IF FIELD CONDITIONS WARRANT ADJUSTMENT OF PLANT LOCATIONS.
3. CALIPER SIZE SHALL BE MEASURED 18" ABOVE ROOT BALL PER CITY REQUIREMENTS.
4. COORDINATE LANDSCAPE INSTALLATION WITH IRRIGATION CONSTRUCTION.
5. ENSURE FINAL GRADES IN LANDSCAPED AND GRASSED AREAS PROVIDE POSITIVE DRAINAGE.
6. FINAL GRADES FOR GRASSED AND LANDSCAPED AREAS SHALL REQUIRE A MINIMUM OF 4'-0" OF UNCOMPACTED, CLEAN TOPSOIL, FREE OF DEBRIS AND CONTAMINANTS, AND PREFERABLY OF NATIVE ORIGIN.
7. ALL TREE PITS, SHRUB BEDS AND PREPARED PLANTING BEDS ARE TO BE COMPLETELY EXCAVATED IN ACCORDANCE WITH THE PLANTING DETAILS.
8. SOIL REQUIRED FOR PLANTING MIXES SHALL BE PROVIDED BY THE CONTRACTOR WHO SHALL LOAD, HAIL, MIX AND DISTRIBUTE ALL TOPSOIL AND AMENDMENTS SUCH AS ORGANICS, HUMUS, COMPOSTED MATERIAL OR NATIVE MATERIAL AS REQUIRED.
9. FOR NEW PLANTING AREAS, REMOVE ALL PAVEMENT, GRAVEL SUB BASE AND CONSTRUCTION DEBRIS. LOOSEN COMPACTED SOIL TO MINIMUM 24" DEPTH AND PROVIDE SOIL AMENDMENTS MIXED INTO THE TOP 18" MINIMUM OR FOR COMPACTED AREAS, AMEND THE TOP 18" OF EXISTING SOIL TO MEET TOPSOIL/PLANTING MIX STANDARDS.

10. PLANTING MIX SHALL BE NATURAL, FERTILE AGRICULTURAL, TOPSOIL, CAPABLE OF SUSTAINING VIGOROUS PLANT GROWTH. IT MAY BE DEVELOPED BY AMENDING THE EXISTING SOIL, OR REMOVING THE EXISTING SOIL, AND REPLACING WITH NEW SOIL. IT SHALL BE FREE OF STONES AND OTHER LIVE PLANTS OR THEIR ROOTS, STICKS AND/OR ANY OTHER DEBRIS OTHER THAN THAT FRIABLE SOIL.
11. ALL LANDSCAPED AREAS ADJACENT TO THE PROPOSED BUILDING SHALL BE BERMUDA GRASS SOIL, AND THE REMAINING LANDSCAPED AREAS SHALL BE BERMUDA GRASS HYDROMULCH PER THE PLANS.
12. ALL EXISTING DRIVEWAYS AND CURB CUTS THAT ARE NOT USED SHALL BE REMOVED AND REPLACED WITH A CONCRETE CURB, GUTTER, AND/OR SIDEWALK.
13. PRIOR TO THE START OF DEMOLITION AND GRADING, THE ZONING ENFORCEMENT OFFICER WILL BE CONTACTED TO ENSURE THAT ALL TREES THAT NEED TO BE MARKED FOR RETENTION ARE PROPERLY IDENTIFIED AND FENCED OFF.
14. ALL LANDSCAPE AREAS WILL BE DELINEATED BY CURBING.

PRIOR TO MOBILIZATION AND THE START OF DEMOLITION, THE CONTRACTOR SHALL DETERMINE IF THERE ARE ANY TREES 12" DBH OR GREATER ON SITE. IF EXISTING TREES ON SITE ARE OF THIS SIZE, THE CONTRACTOR SHALL NOTIFY THE OWNER AND THE ENGINEER PRIOR TO STARTING WORK.

SYMBOL	QTY	BOTANICAL NAME	COMMON NAME	SIZE	SPACING
 AE	14	ULMUS PARVIFOLIA 'ALLEE'	ALLEE ELM	12' HT. MIN. 2" CALIPER MIN.	AS SHOWN
 SR	6	QUERCUS FALCATA	SOUTHERN RED OAK	12' HT. MIN. 2" CALIPER MIN.	AS SHOWN
 BH	32	ILEX CORNUTA 'NANA'	DWARF BURFORD HOLLY	12" HT. MIN.	60" O.C.
 YH	75	ILEX VOMITORIA 'NANA'	DWARF YAUPOH HOLLY	1 GAL.	48" O.C.
 EB	181	BUXUS SEMPERVIRENS 'SUFFRUTICOSA'	DWARF ENGLISH BOXWOOD	1 GAL.	36" O.C.
 CF	70	DARUMA DWARF LOROPETALUM	CHINESE FRINGE	1 GAL.	36" O.C.

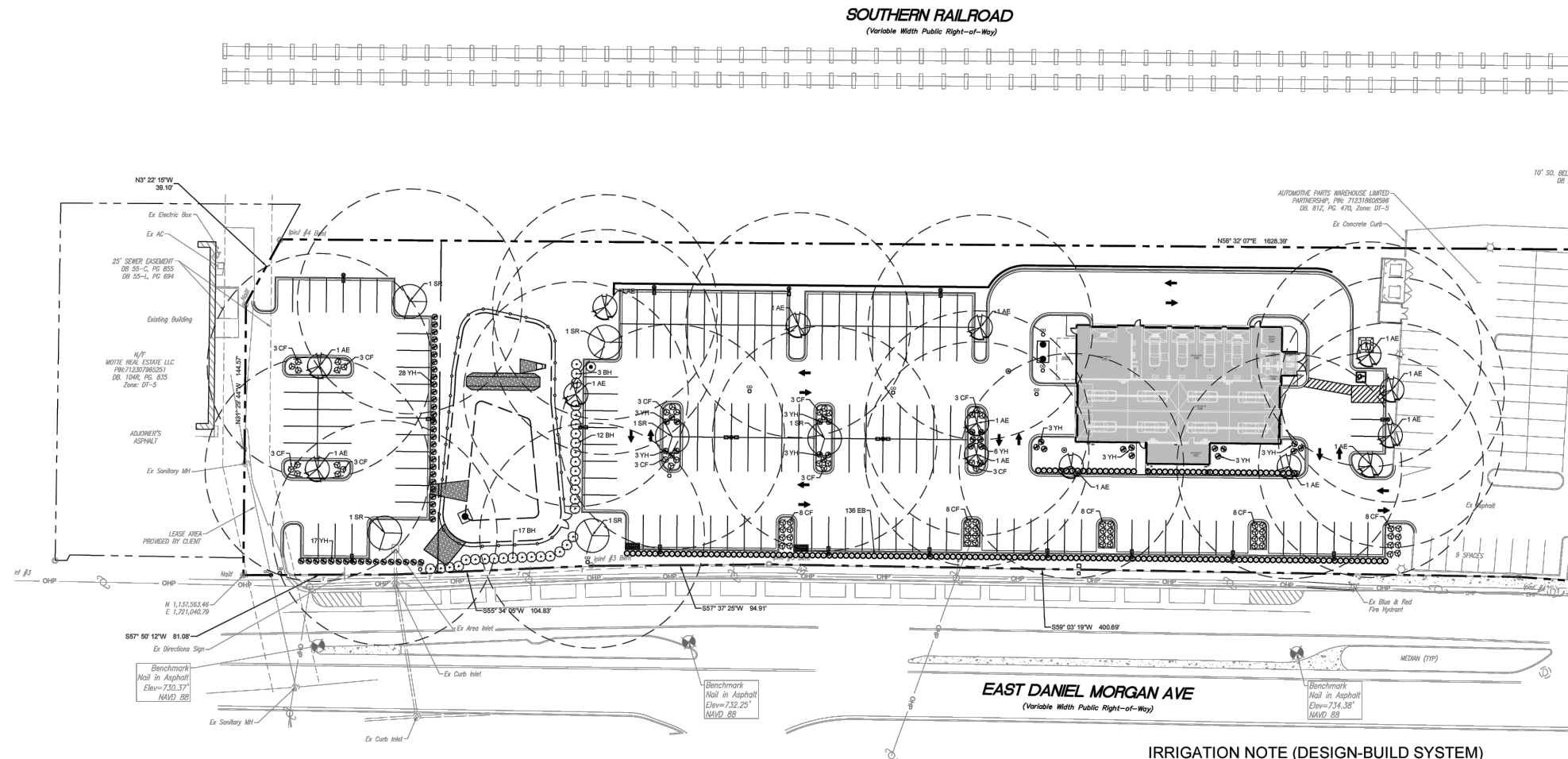
REQUIRED	PROVIDED
SUBARU PARKING AREA LANDSCAPING: 1 SHADE TREE + 8 SHRUBS PER 10 PARKING SPACES 1 TREE + 127 SPACES/10 SPACES = 13 TREES 8 SHRUBS + 129 SPACES/10 SPACES = 102 SHRUBS	13 PROPOSED SHADE TREES 106 PROPOSED SHRUBS
PARKING SPACES WITHIN 60' OF SHADE TREE	13 PROPOSED SHADE TREES
PARKING AREA AND STREET SCREENING	136 SHRUBS PROVIDED FOR SCREENING MAINTAINED @ 2" HIGH
BLUE MOON PARKING AREA LANDSCAPING: 1 SHADE TREE + 8 SHRUBS PER 10 PARKING SPACES 1 TREE + 33 SPACES/10 SPACES = 4 TREES 8 SHRUBS + 33 SPACES/10 SPACES = 27 SHRUBS	4 PROPOSED SHADE TREES 40 PROPOSED SHRUBS
PARKING SPACES WITHIN 60' OF SHADE TREE	4 PROPOSED SHADE TREES
PARKING AREA AND STREET SCREENING	17 SHRUBS PROVIDED FOR SCREENING



COOL BREEZE CONSULTANTS LLC
1314 Avenue A, Suite A
Katy, TX 77493
Phone: 832-349-4018
Email: admin@coolbreezeconsultants.com
www.coolbreezeconsultants.com



PROFESSIONAL ENGINEERING SERVICES



1. CONTRACTOR TO PROVIDE AN IRRIGATION DESIGN FOR BOTH LAWN AND BED AREAS. DESIGN IS TO BE SUBMITTED TO THE ENGINEER OF RECORD FOR REVIEW AND APPROVAL. CONTRACTOR TO VERIFY STATIC PRESSURE PRIOR TO INSTALLATION. CONTRACTOR TO PROVIDE ALL NECESSARY AND ALL REQUIRED REDUCING DEVICES REQUIRED TO MEET MAXIMUM PRESSURE REQUIREMENT. SYSTEM DESIGN TO SHOW ALL VALVES, PIPING, HEADS, BACKFLOW PREVENTION, METER LOCATION, AND ALL OTHER NECESSARY DETAILS. CONTRACTOR SHALL BE RESPONSIBLE FOR BACKFLOW PREVENTION DEVICE INSTALLATION AND PERMITTING.
2. ALL PLANTING AREAS SHALL BE MECHANICALLY IRRIGATED. THIS SHALL INCLUDE ALL TREES/LANDS AND ALL AREAS OF REQUIRED FRONTAGE LANDSCAPING BETWEEN THE PARKING LOT AND PUBLIC STRIPS.
3. NO LANDSCAPE EQUIPMENT SHALL BE PLACED IN THE STREET RIGHT-OF-WAY.



L1.0



PROJECT

URU OF SPARTANBURG

PDI BUILDING

1400 E DANIEL MORGAN AVE.

SPARTANBURG, SC 29302

[illegible]

SCALE: _____

DRAWN BY: _____

CHECKED BY: _____

DATE ISSUED: _____

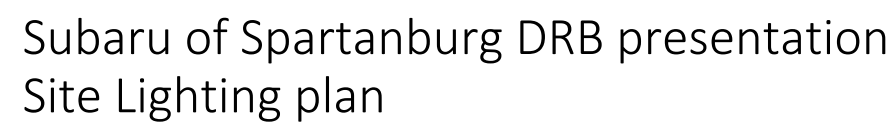
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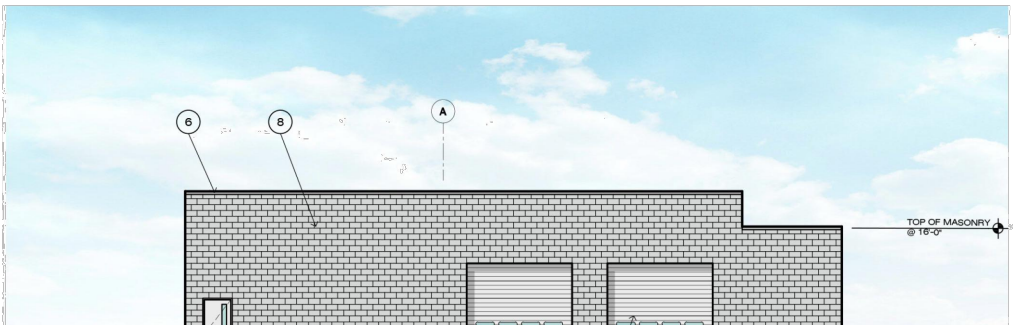
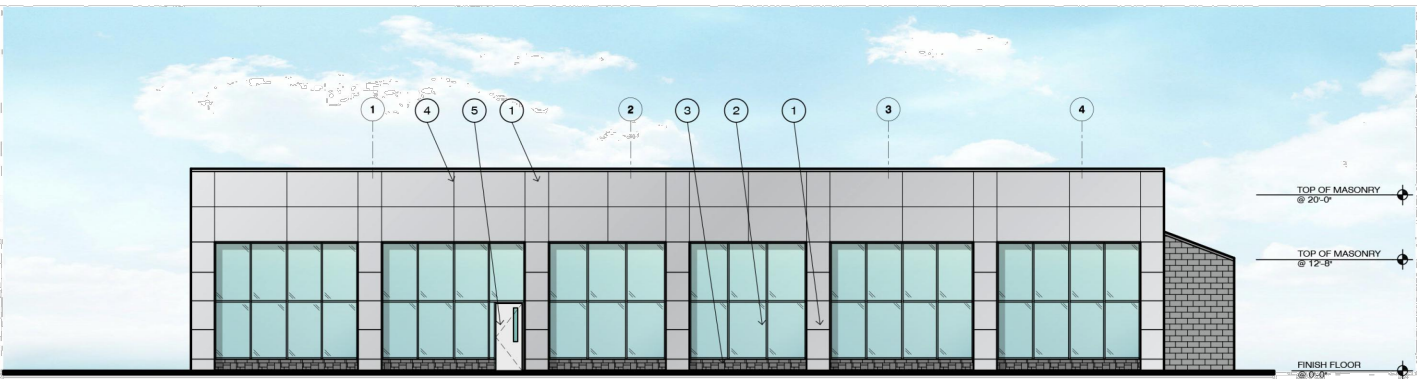
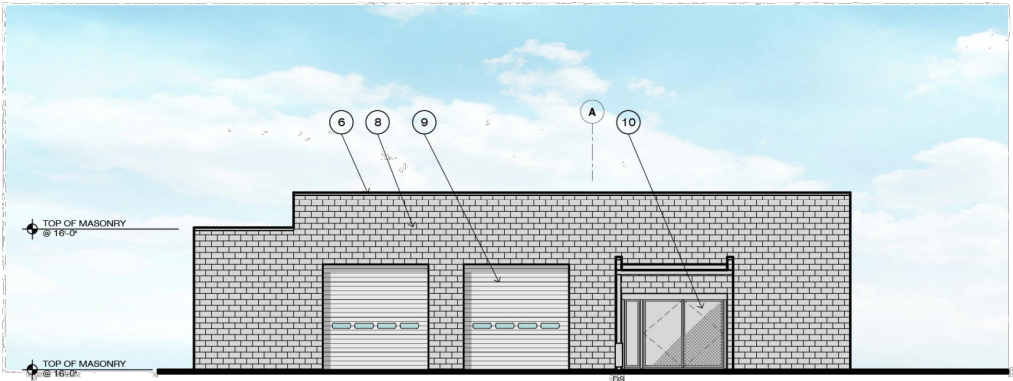
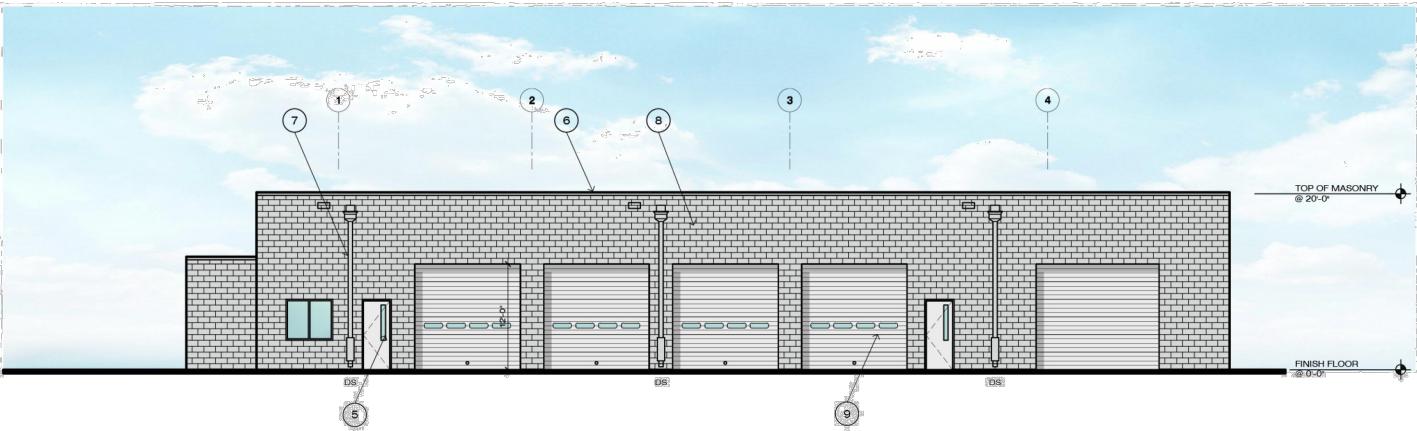
SHEET TITLE

SITE PLAN -
PHOTOMETRICS

SHEET NUMBER

E4.2

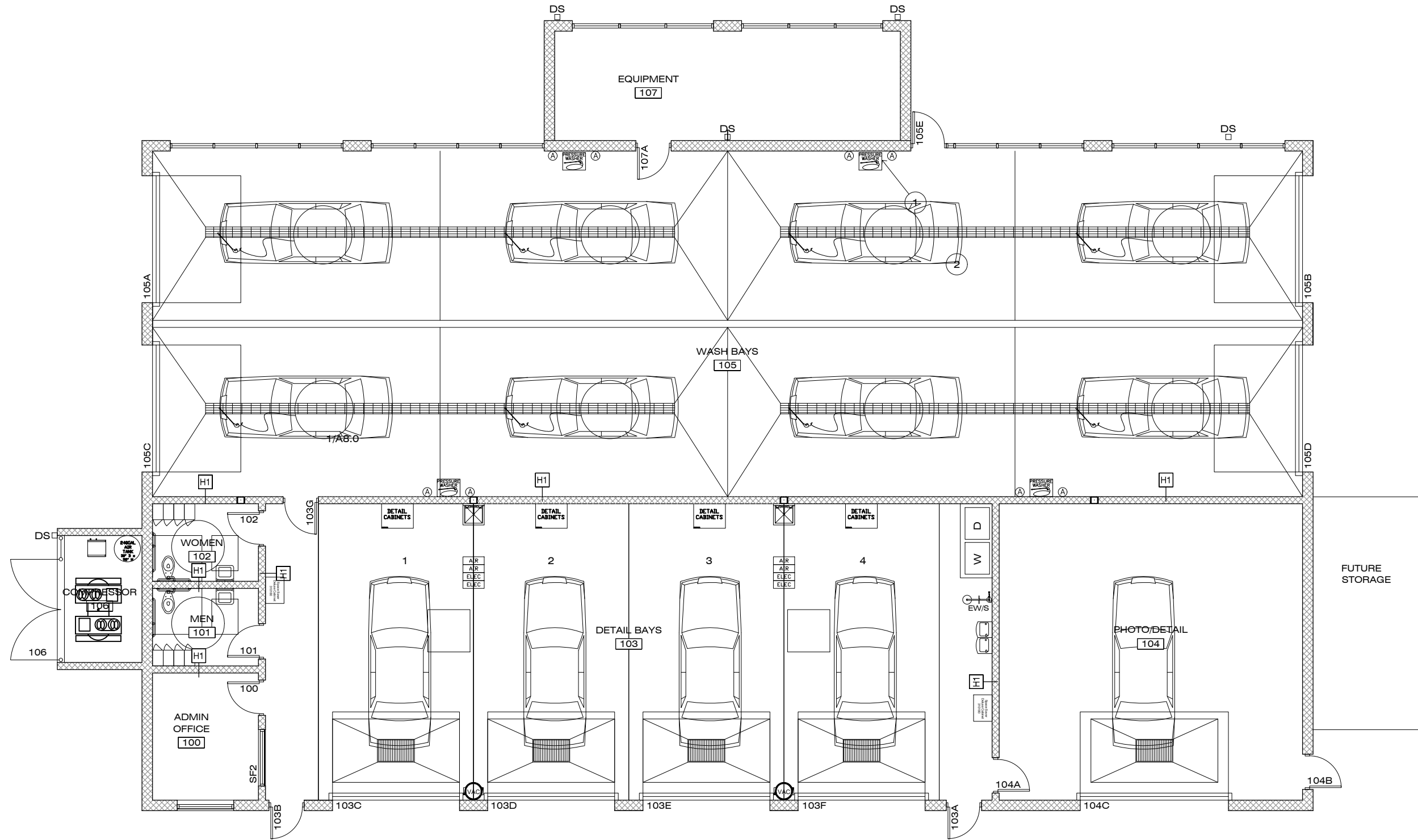


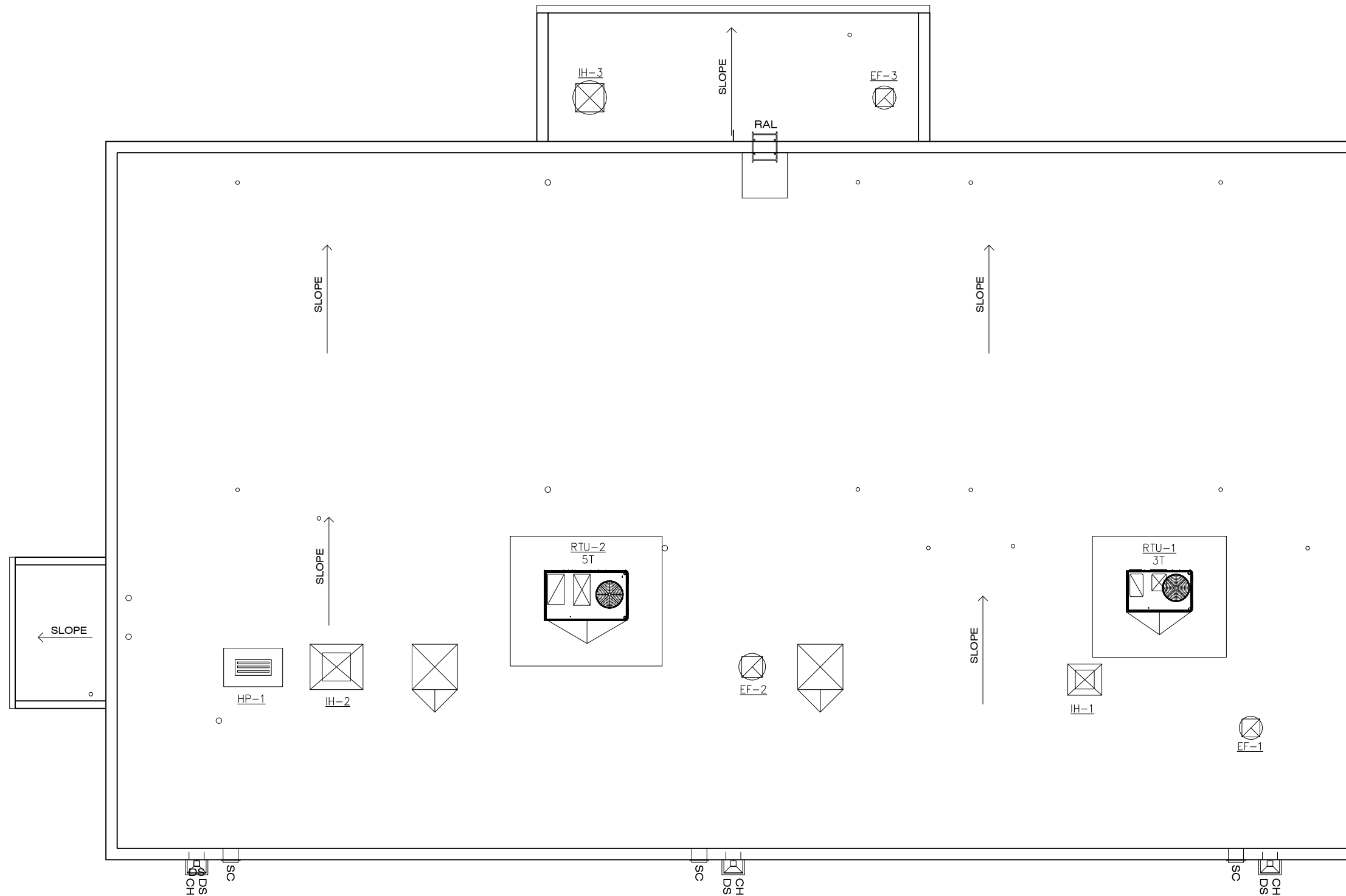


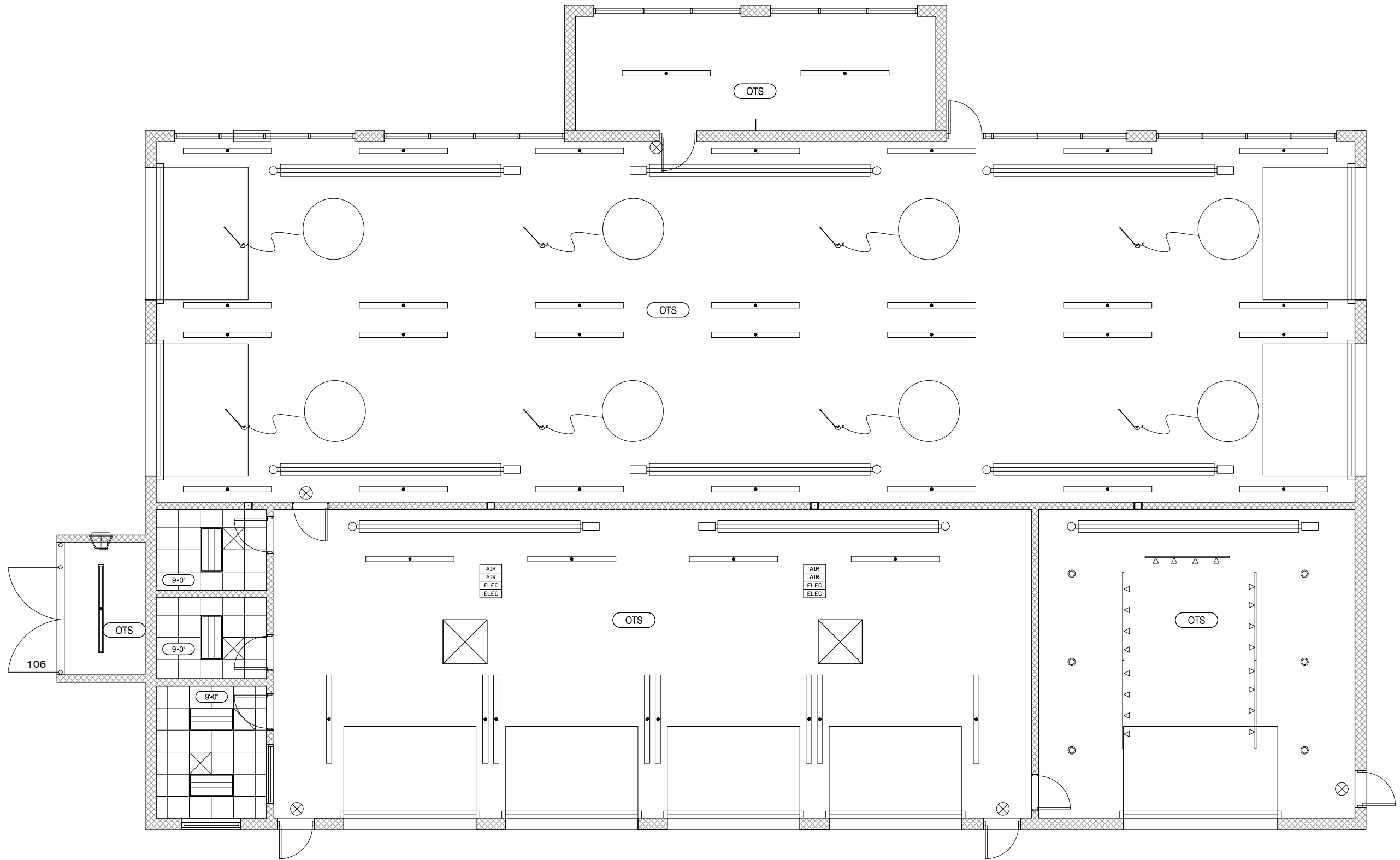
EXT. ELEVATION KEY NOTES	
1	ALUMINUM COMPOSITE PANEL SYSTEM (ACM-1) PANEL BY ALCOA OR APPROVED EQUAL, DRY-JOINT SYSTEM, COLOR: SILVER METALLIC
2	CURTAIN WALL SYSTEM, CLEAR ANODIZED ALUMINUM FINISH WITH 1" NOMINAL INSULATED GLAZING
3	SLATE BASE WINDOW TOWER PATTERN, SEE EXTERIOR FINISH SCHEDULE AND WALL SECTIONS
4	W/NO: ALIGN VERTICAL ACM JOINTS WITH CENTERLINE OF MULLION
5	INSULATED EXTERIOR HOLLOW METAL DOOR AND FRAME, PAINTED TO MATCH ADJACENT WALL
6	PRE-FINISHED ALUMINUM CAP FLASHING, COLOR TO MATCH ADJACENT CONCRETE BLOCK
7	PRE-FINISHED, SHOP-FABRICATED ALUM. SCURPER CONDUCTOR HEAD AND SWL DOWNSPOUT
8	SPLIT FACE CMU FIELD, PAINTED EP-1
9	SECTIONAL OVERHEAD DOOR, PAINT TO MATCH ADJACENT WALL, RED-3
10	CHAIN LINK FENCE GATE

GENERAL EXT. ELEVATION NOTES	
1	EJ- INDICATES LOCATION OF MASONRY EXPANSION JOINTS, COORDINATE WITH STRUCTURAL DRAWINGS, COLOR OF EXPANSION JOINT TO MATCH ADJACENT FINISH INTERIOR
2	DS- INDICATES LOCATION OF DOWNSPOUT, COORDINATE WITH CIVIL DRAWINGS TO DETERMINE WHETHER OR NOT THE DOWNSPOUTS DUMP OUT ONTO GRADE OR IE INTO THE STORM SEWER SYSTEM
3	ALL DOWNSPOUTS SHALL BE KNOX FINISH ON 24 GA. GALVANIZED STEEL, COLOR SHALL BE PER THE FINISH SCHEDULE, CORING DETAIL EQUAL TO PAC-CLAD TAC-CONTINUOUS CURE, CORING, W/INTEGRAL SPLICE PLATES
4	ALL DOWNSPOUTS SHALL BE KNOX CONSTRUCTION WITH KNOX 500 FINISH ON 24GA GALVANIZED STEEL, COLOR SHALL BE PER THE FINISH SCHEDULE, PROVIDE PVC ROUND TO SQUARE TRANSITION AT GRADE TO STORM SYSTEM SET 4" ABOVE GRADE
5	GENERAL CONTRACTOR TO ENSURE THAT OPENINGS WITHIN EXTERIOR WALLS ARE PROPERLY TAPED FLASHED TO PREVENT WATER INFILTRATION INTO THE BUILDING
6	W/NO: ALL EXTERIOR GLAZING SHALL BE CONSIDERED TEMPERED
7	W/NO: ALL EXTERIOR STOREFRONT CURTAIN WALL SYSTEMS SHALL HAVE A CLEAR ANODIZED FINISH, CAULK JOINTS ALONG THESE LOCATIONS SHALL BE A MEDIUM GREY COLOR TO MATCH THE STOREFRONT CURTAIN WALL SYSTEM, PROVIDE SAMPLES
8	GC SHALL ENSURE THAT THE ENTIRE STRUCTURE IS "DRIED-IN" PRIOR TO INSTALLATION OF INSULATION AND DRYWALL
9	ALL EXTERIOR EXPOSED PAINTED STEEL SHALL RECEIVE INDUSTRIAL GRADE URETHANE ALKID CHAMEL (SEMI-GLOSS), COLOR SHALL BE PER EXT. FINISH SCHEDULE
10	GC SHALL ENSURE POSITIVE SLOPE AWAY FROM BUILDING PERIMETER FOR PROPER DRAINAGE, GC SHALL TAKE MEASURES TO PROTECT NEW EXTERIOR MATERIALS FROM DIRT MIGRATION DURING RAINS (PERIMETER STRAW, DRAINAGE MATTING, ETC.)

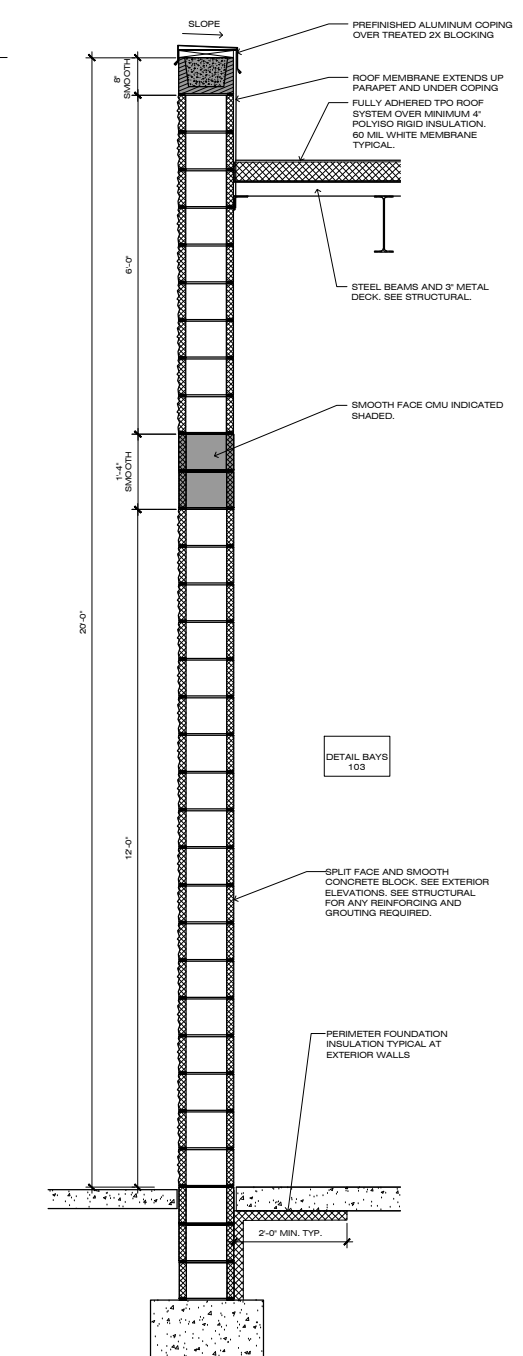
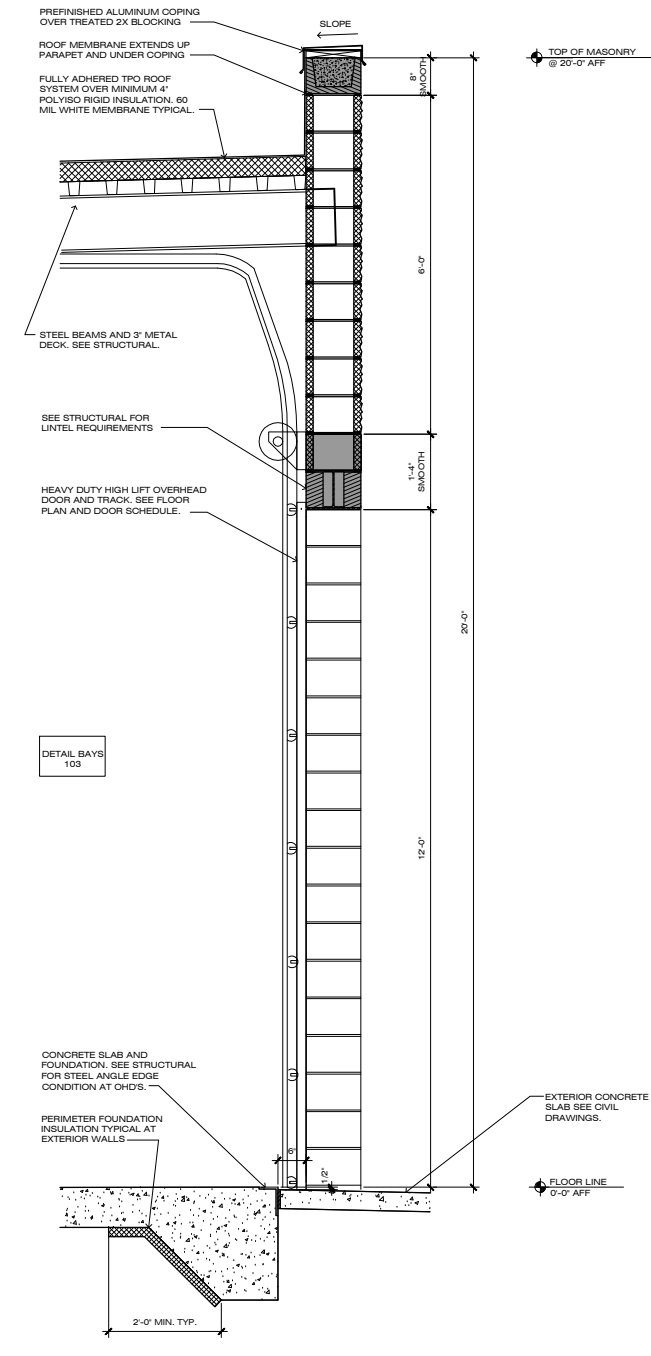
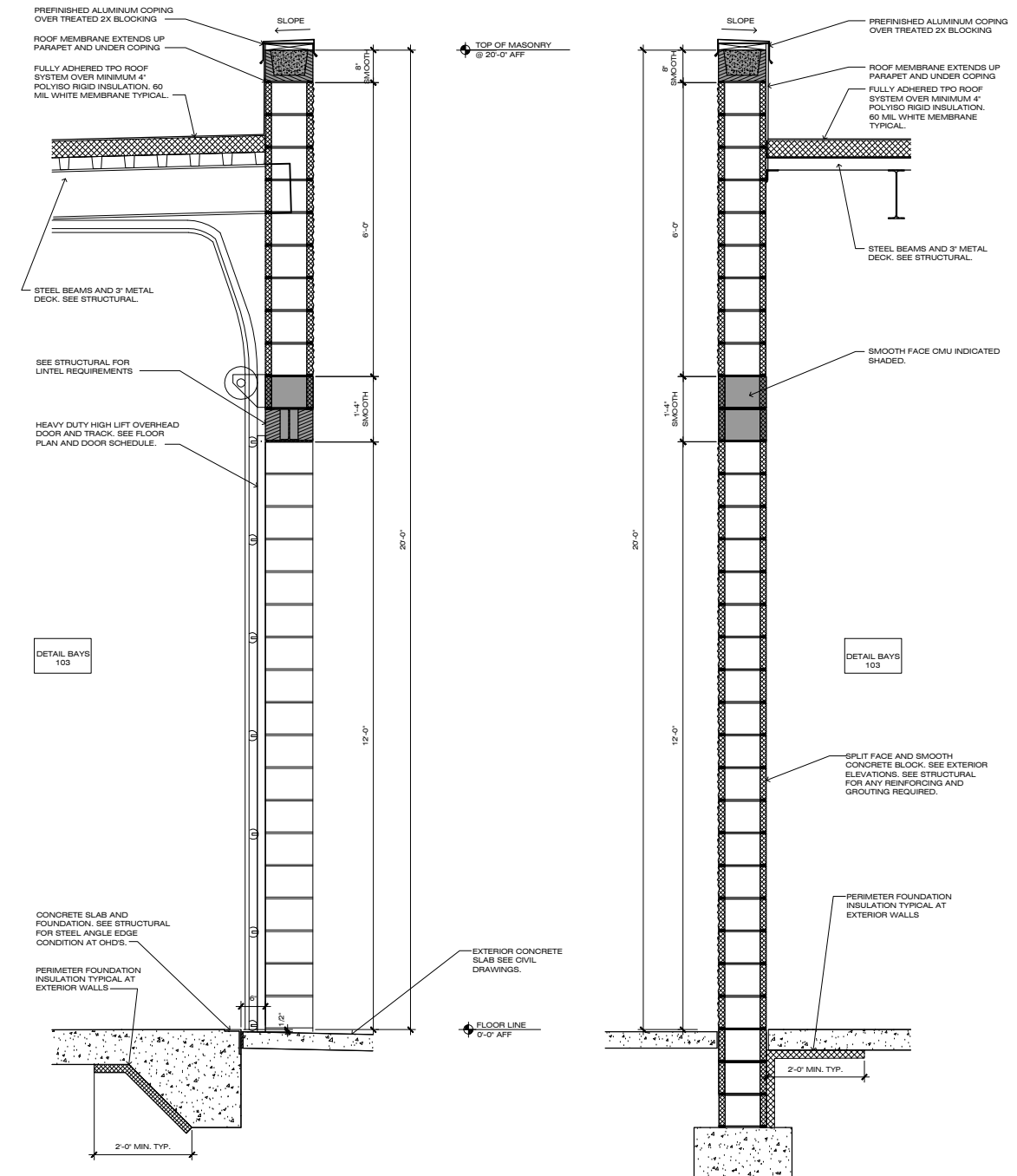
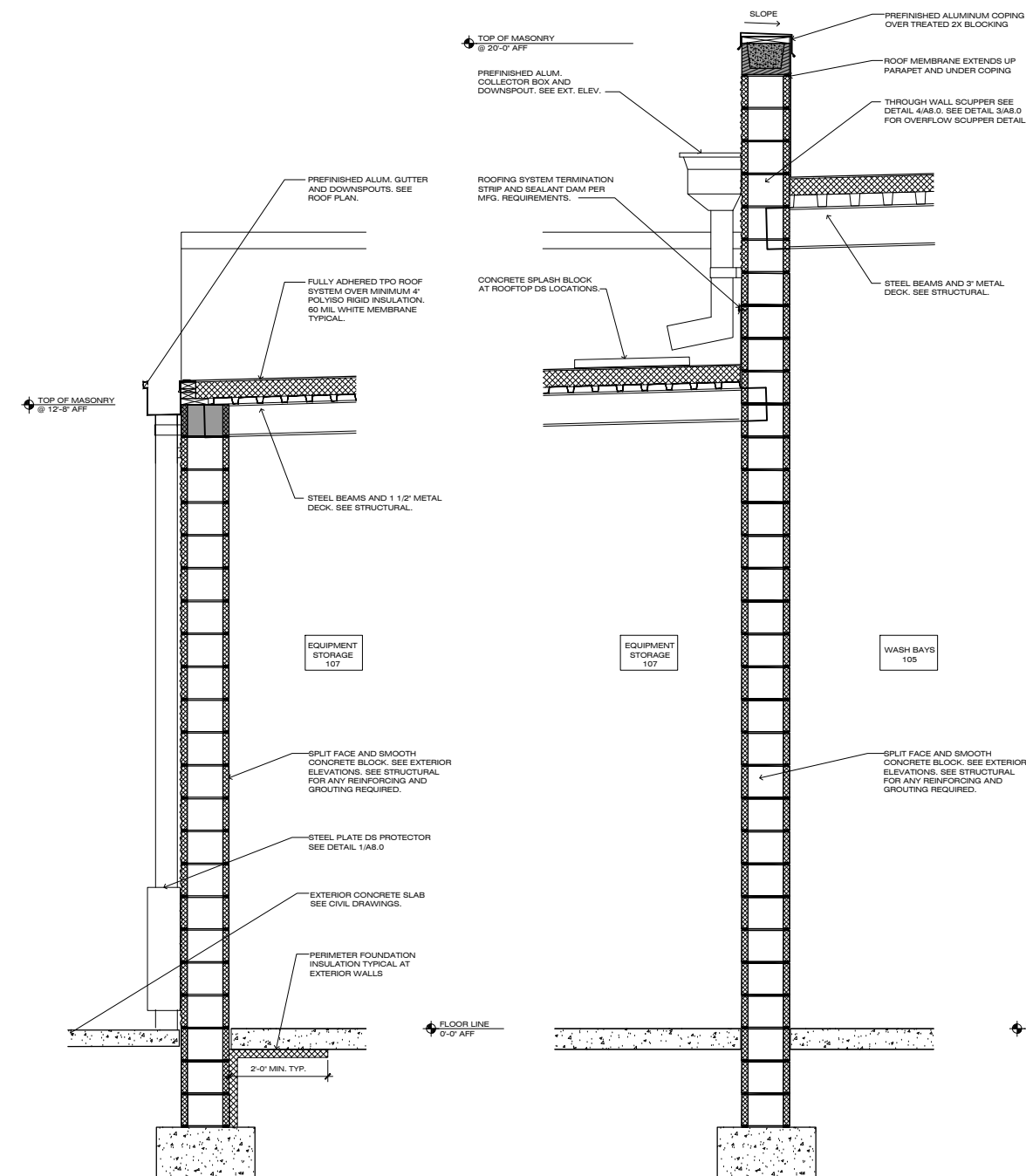
EXT. ELEVATIONS LEGEND	
	EXISTING SPLIT FACED CMU TO REMAIN, PAINT WHERE NOTED ON ELEVATIONS
	CURTAIN WALL, STOREFRONT, CLEAR ANODIZED ALUMINUM, EQUAL TO KAWNEER
	ALUMINUM COMPOSITE METAL PANEL BY ALCOA OR DEALER APPROVED EQUAL, DRY-JOINT SYSTEM, COLOR: SILVER METALLIC
	STONE VENEER SYSTEM (CUT SLATE IN RANDOM ASHLAR PATTERN BY CAMARA SLATE PRODUCTS), SHADOW GRAY MIN. 1/4" THICKNESS, NATURAL CLEFT FACE, GAUGED BACK
	EP-1: EXTERIOR PAINT, SHERWIN WILLIAMS SW701 GRAY SCREEN, PRO-INDUSTRIAL ZERO VOC ACRYLIC PAINT







INTERIOR LIGHTING FIXTURE SCHEDULE							
SYMBOL & TYPE	MANUFACTURER & CATALOG NUMBER	DESCRIPTION	LAMP TYPE & QUANTITY	VOLTS/ BALLAST	MOUNTING	INPUT WATTS	TOTAL WATTS
L 	CREE #FLX24	2'x4' LED LAY-IN FIXTURE, 22-GAUGE COLD ROLLED STEEL HOUSING, SMOOTH ACRYLIC CENTER BASKET WITH DIFFUSING OPTIC LENS, CENTER MOUNTED DIRECT LED STRIP, T-BAR CLIPS, PRE-PAINTED, 10 YEAR WARRANTY, UL LISTED DAMP LOCATION.	3000 LUMENS, 80 CRI, 4000K	UNV ELECTRONIC 0-10V DIMMING DRIVER	RECESSED GRID CEILING	30	
LE 	CREE #FLX24	2'x4' LED LAY-IN FIXTURE, 22-GAUGE COLD ROLLED STEEL HOUSING, SMOOTH ACRYLIC CENTER BASKET WITH DIFFUSING OPTIC LENS, CENTER MOUNTED DIRECT LED STRIP, T-BAR CLIPS, PRE-PAINTED, 10 YEAR WARRANTY, 90 MINUTE 1400 LUMEN BATTERY BACK-UP SYSTEM, UL LISTED DAMP LOCATION.	3000 LUMENS, 80 CRI, 4000K	UNV ELECTRONIC 0-10V DIMMING DRIVER	RECESSED GRID CEILING	30	
P 	WILLIAMS #93-84 PHILIPS #V2 LSI #EG3	96" NON-METALLIC FIBERGLASS HOUSING LED LUMINAIRE, ENCLOSED AND GASKETED, RIBBED FROSTED ACRYLIC LENS, STAINLESS STEEL LATCHES, (2) ½" WATERTIGHT HUBS, UL LISTED WET LOCATION.	12,700 LUMENS, 80 CRI, 5000K	120/277 ELECTRICAL DIMMING DRIVER	SUSPEND FROM STRUCTURE Ø12'-6" AFF	95	
P1 	WILLIAMS #93-84 PHILIPS #V2 LSI #EG3	96" NON-METALLIC FIBERGLASS HOUSING LED LUMINAIRE, ENCLOSED AND GASKETED, WITH 45° ANGLE BRACKET, RIBBED FROSTED ACRYLIC LENS, STAINLESS STEEL LATCHES, (2) ½" WATERTIGHT HUBS, UL LISTED WET LOCATION.	12,700 LUMENS, 80 CRI, 5000K	120/277 ELECTRICAL DIMMING DRIVER	SUSPEND FROM STRUCTURE Ø12'-6" AFF	95	
P2 	WILLIAMS #93-84 PHILIPS #V2 LSI #EG3	TWO (2)-96" NON-METALLIC FIBERGLASS HOUSING LED LUMINAIRES, MOUNTED 4" APART ON UNISTRUT AND EACH SET AT 45° UP AND FACING AT EACH VEHICLE, ENCLOSED AND GASKETED, RIBBED FROSTED ACRYLIC LENS, STAINLESS STEEL LATCHES, (2) ½" WATERTIGHT HUBS, UL LISTED WET LOCATION.	12,700 LUMENS, 80 CRI, 5000K EACH	120/277 ELECTRICAL DIMMING DRIVER	SUSPEND FROM STRUCTURE Ø12'-6" AFF	190	
P3 	WILLIAMS #93-84 PHILIPS #V2 LSI #EG3	96" NON-METALLIC FIBERGLASS HOUSING LED LUMINAIRE, ENCLOSED AND GASKETED, RIBBED FROSTED ACRYLIC LENS, STAINLESS STEEL LATCHES, (2) ½" WATERTIGHT HUBS, UL LISTED WET LOCATION.	10,600 LUMENS, 80 CRI, 5000K	120/277 ELECTRICAL DIMMING DRIVER	SUSPEND FROM STRUCTURE Ø12'-6" AFF	84	
S 	LIGHTOLIER #C6PDL	6" DIAMETER PENDANT MOUNTED LED DOWN LIGHT CYLINDER, PAINTED BLACK, OPEN BOTTOM 6½" APERTURE, 55° DISTRIBUTION, PARABOLIC CONE BLACK REFLECTOR, CLEAR TRIM, INTEGRATED CAST ALUMINUM HEAT SINK, UL LISTED DAMP LOCATION.	3500 LUMENS, 90 CRI, 4000K	120/277 ELECTRONIC DIMMING 0-10V	HANG STRAIGHT PENDANT Ø14'-0" AFF	35	
T 	HALO #HTEK4	12' TWO CIRCUIT TRACT, ALUMINUM HOUSING W/0.070" WALL THICKNESS, 20 AMP RATED, SURFACE MOUNTED, WITH 5A CURRENT LIMITER, UL LISTED DAMP LOCATION.		277 VOLT	PENDANT MOUNTED AT 14'-6" AFF		
T1 	LIGHTOLIER #LWW40-940BK	6" WIDE TRACT FLOOD HEAD, ALUMINUM HOUSING, ALUMINUM YOKE, 90 DEG. VERTICALLY ROTATION, LED, MATTE BLACK FINISH, UL LISTED DAMP LOCATION.	4,000 LUMENS, 90 CRI, 4000K	120/277 VOLT ELECTRONIC DIMMING 0-10V	TRACT MOUNTED CEILING	40	
W 	CREE XSPW	FULL CUT-OFF EXTERIOR LIGHT FIXTURE, TYPE II DISTRIBUTION, DIE CAST ALUMINUM HOUSING, PAINTED (COLOR BY ARCHITECT) BODY, DUAL LED ARRAY, MULTI LEVEL CIRCUIT CONTROL, CLEAR GLASS LENS, COLD WEATHER RATED, UL LISTED WET LOCATION	LED\2500 LUMENS 5000K	UNV. VOLTAGE ELECTRONIC 0-10V DIM	WALL MTD @ 16'-0" AFF	24	
W1 	CREE XSPW	FULL CUT-OFF EXTERIOR LIGHT FIXTURE, TYPE III DISTRIBUTION, DIE CAST ALUMINUM HOUSING, PAINTED (COLOR BY ARCHITECT) BODY, DUAL LED ARRAY, MULTI LEVEL CIRCUIT CONTROL, CLEAR GLASS LENS, COLD WEATHER RATED, UL LISTED WET LOCATION	LED\4100 LUMENS 5000K	UNV. VOLTAGE ELECTRONIC 0-10V DIM	WALL MTD @ 16'-0" AFF	40	
XC 	DUAL-LITE #SEWL CHLORIDE #ER60 BEGHELLI #FTZ	EXIT SIGN, DIE-CAST ALUMINUM HOUSING, CORROSION RESISTANT, GASKETED, BLACK HOUSING, RED LETTERS, POLYCARBONATE SHIELD, SELF-DIAGNOSTIC, 90 MINUTE BATTERY BACK-UP SYSTEM, INTERNAL HEATER, ARROWS WHERE ILLUSTRATED, UL LISTED WET LOCATION, NEMA 4X.	LED	UNV VOLTAGE	WALL SURFACE	<5	
XD 	CHLORIDE #CM-25050 DUAL-LITE #PGN BEGHELLI #MEZ	EMERGENCY LIGHT, SURFACE WALL, MULTIPLE LED's INDEPENDENTLY POWERED AND THE FAILURE OF ONE OR MORE THE REMAINING CONTINUE TO OPERATE, BLACK FINISH, SELF-TEST DIAGNOSTICS, 90 MINUTE STANDBY BATTERY SYSTEM, BATTERY HEATER, PHOTO CELL, UL 924 LISTED, WET LOCATION LISTED.	FOUR (4) LED's INCLUDED.	UNV VOLTAGE	SURFACE WALL	-	
XE 	CHLORIDE #CH-40050 DUAL-LITE #DYN BEGHELLI #HDT	EMERGENCY LIGHT, HIGH-IMPACT, CORROSION RESISTANT, 12 VOLT, 6 WATT SEALED BEAM HALOGEN LAMPS, BLACK FINISH, MULTIPLE HUBS, 90 MINUTE STANDBY BATTERY SYSTEM, SELF DIAGNOSTICS, UL LISTED WET LOCATION.	TWO (2) 6 WATT INCLUDED.	UNV	WALL	25	











Planning Department

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

Design Review Board Application

Pre-Application Meeting highly recommended.

Name of Development: Spartanburg Hudson Automotive Parking _____

Street Address: 400 E Daniel Morgan Ave _____

Zoning District: DT-5 _____ Overlay: _____ Tax Map Number: 7-12-D6-061.00 _____

Owner: RP CGR SBG MAZ-SUB, LLC _____ Phone: 252-531-3878 _____

Address: 100 Coastal Drive suite 400 _____ Email: rbrothers@hudsonauto.com _____

City: Daniel Island _____ State: SC _____ Zip: 29492 _____

Applicant: Hudson Automotive Group _____ Phone: 252-531-3878 _____

Address: 100 Coastal Drive Suite 400 _____ Email: rbrothers@hudsonauto.com _____

City: Daniel Island _____ State: SC _____ Zip: 29492 _____

Agent: _____ Phone: _____

Address: _____ Email: _____

City: _____ State: _____ Zip: _____

Action Requested:

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

☒ Full and Final Approval (see attached submittal checklist).

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

Applicant / Owner Signature: Riyad Brothers

Date: 11/10/2025

Staff Use Only / Received by: Okxang Planning

Date Received: 11/11/25

Time: _____

Permit Number: 25-0200013

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

PRELIMINARY REVIEW SCHEDULE:

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

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

FINAL REVIEW SCHEDULE:

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