

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, and Planner II, Dominick Calce, 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*
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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 (10 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
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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

Lauren Rogers, Chair