

Meeting Minutes of the Board of Architectural Design and Historic Review

Thursday, October 9, 2025, 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, October 9, 2025, at 5:30 PM with the following members in attendance: **Sylvelie Franke, Brandon Gaffney, Adib Kapasi, Brett Avery, and Dave Williams** Representing the Planning Department - **Fredalyn Frasier, Planning Director, Nan Zhou, Planner II.**

Roll Call:

Mr. Williams: Dave Williams

Dr. Avery: Dr Brett Avery

Mr. Kapasi: Adib Kapasi

Mr. Gaffney: Brandon Gaffney (Virtually)

Ms. Franke: Sylvelie Franke

Ms. Franke: Freedom of Information Act Compliance – Public notification of the City of Spartanburg Board of Architectural Design and Historic Review (HARB) 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. Williams, seconded by Mr. Gaffney to approve the agenda. The motion was approved with a vote of 5-0.

Approval of Meeting Minutes from September 11, 2025.

A motion was made by Dr. Avery, seconded by Mr. Williams to approve the meeting minutes as amended. The motion was approved with a vote of 5-0.

Old Business:

COA: 25-004-00023: Certificate of Appropriateness for Major Works – 232 Hydrick Street (TMS # 7-12-14-166.00) in the Hampton Heights. The applicant is seeking approval for new construction. The property is located in the R-8 (General Residential) zoning district. Owner: City of Spartanburg | Applicant: James White Enterprises, LLC.

Case Deferred

New Business:

COA: 25-004-00049: Certificate of Appropriateness for Major Works – 511 S Irwin Avenue (TMS # 7-16-02-134.00) in the Hampton Heights. The applicant is seeking approval for a detached garage, and window replacement. The property is located in the R-8 (General Residential) zoning district. Owner: Sarah Brodie | Contractor: Will Hammond.

Project Description and History

The project site is located on an approximately 20,000 square foot lot in the Hampton Heights Historic District on the east side of S Irwin Ave and north of S Hampton Dr. The residential structure was constructed in 1940. It is a one-story home with mid-century minimal traditional architecture. The proposed structure is a one-car garage with a loft. The garage is 24 feet long, 16 feet wide, and has a peak ridge height of 18 feet 7 inches. The garage will be located at the end of the driveway, 150

feet from the front property line. The garage door that faces the street is proposed as a carriage-style door. The siding is proposed as shingle siding that will match the house. The roof is proposed as metal/tin roofing.

This application was presented to the Board of Architectural Design and Historic Review in August 2025. The Board voted to table the application pending a clearer understanding of the applicant's proposed garage façade design and the submission of a site plan indicating the garage's location on the property.

Analysis

Zoning Ordinance and Historic Design Manual Consistency

The design 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 with 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, Single Family District. Section 510.6 of the City of Spartanburg Zoning Ordinance list standards for reviewing a 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.

Hampton Heights Design Guidelines

Findings

Certificate of Appropriateness, Section 510.6 (C)

a. The character and appropriateness of the design

Section 10.2.6 Accessory Buildings of the Hampton Heights Design Guidelines states, "...A number of historic garages and garage apartments remain intact in the Hampton Heights neighborhood. These accessory buildings are generally located to the rear of the main house and are important site elements of the overall historic property. They often reflect the architectural style and character of the main house in their materials and design. Many of these accessory buildings have been lost over the years. Guideline: New accessory buildings, such as garages or storage houses, shall be located in rear yard spaces and visually buffered from adjacent property owners and the public right-of-way. Accessory buildings that complement and/or duplicate the architecture of the adjacent residence do not require the same amount of buffering but may remain more visible within the local district."

- The proposed structure will be located behind the primary building. Its siding will consist of painted cedar shingles to match the material and appearance of the main house. In response to feedback from the August HARB meeting, the applicant has removed the garage door awning and gable window over the garage door. With this revision, the exterior architectural features are now consistent with the style of the primary structure. According to the submitted site plan, the proposed garage will be partially screened from view by the main building and existing landscaping along the property line. The awning over the single door on the south side of the garage will not be visible from the front of the house.

b. The scale of the buildings

- The proposed garage will be 24 feet long, 16 feet wide, and has a peak ridge height of 18 feet 7 inches. The structure also includes a coverage porch facing the yard that extends 6

feet over the side door. The height of the porch is 8 feet. The roof pitch is 11:12, which matches the primary structure. The scale of the garage is consistent with other garages in the historic district.

c. *The texture and materials*

- The proposed garage will use painted cedar shingle siding that matches the existing house. The roof is proposed as a metal/tin roof. Based on staff research with the historic consultant, metal/tin roofing is an appropriate material for a garage roof. Carriage style garage doors are proposed to face the street. The window shown on the drawings will be omitted in the construction, as shown in the supplementary materials. Renderings of the proposed garage are included in the application. According to the design guidelines, all textures and materials are consistent with the historic district.

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

- The proposed garage design is consistent with similar garages in the surrounding area. The siding material is consistent with the primary structure. Homes in the surrounding areas have garages with similar features to the proposal.

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 structure will be similar to other accessory structures in the neighborhood. The garage's features will duplicate the architectural style of the primary structure. The overall features are harmonious with the historic district, and much of the proposed garage is also buffered by the primary structure and adjacent landscaping.

Staff Recommendation

Staff recommends approval of the proposed garage. The structure is consistent with the Historic Design Guidelines.

Zoning Conditions:

Area above garage is not to be used as a dwelling unit or office for a home occupation.

Applicant:

Mike Boykin, Owner.

Public Speakers: None.

Discussion:

The board was satisfied with the materials and design submitted for the project. They noted how far the proposal had come since the last review, when it lacked sufficient information and only included a basic image from the internet. With detailed drawings now provided, the board felt confident in moving forward with the approval.

A motion was made by Dr. Avery, seconded by Mr. Kapasi, to approve structure as per design and as requested by the owner by a vote of 5 to 0.

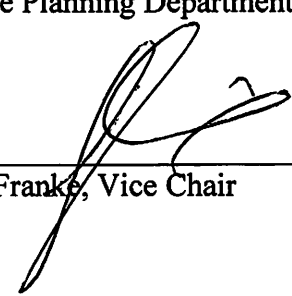
Staff Announcements:

Staff provided a case update for the property at 285 S. Irwin Avenue regarding mediation reviews. An update was also shared for 593 S. Irwin Avenue, where storm damage to the siding is being addressed and replacement is underway.

Additional properties were referred by Franke for inspection. All owners have been notified and cited to address roofing issues and other items in need of repair to prevent further damage. A timeline for compliance has been established and is being monitored.

Staff also noted the continuation of ACOG continuing education and the Planning Department's upcoming orientation.

The meeting was adjourned at 5:54 PM.



Sylvia Franke, Vice Chair