

Meeting Minutes of the Design Review Board (DRB)
Tuesday, December 2, 2025, at 5:30 PM
Dr. TK Gregg Recreation Center

The Design Review Board (DRB) on Tuesday, December 2, 2025, at 5:30pm. The following Board Members were in attendance: **Lauren Rogers, Danny Balon, Brian Sanders, and Lukas Hauser.** Representing the City of Spartanburg's Planning Department was **Fredalyn Frasier, Planning Director, Dominick Calce, Planner I, and Oksana Holbrooks, Sr. Administrative Assistant.**

Mr. Balon: Danny Balon
Mr. Hauser: Lukas Hauser
Ms. Rogers: Lauren Rogers
Mr. Sanders: Brian Sanders

Ms. Rogers: 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. Sanders the case has been moved to the top of the agenda list by a vote of 4 to 0.

Approval of Meeting Minutes for October 7, 2025.

On a motion by Mr. Hauser to approve and seconded by Mr. Balon, the amended minutes were approved by a vote of 4 to 0.

Old Business:

None.

New Business:

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

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

Applicant:

Riyad Brothers, Hudson Automotive.

Public Comments:

None.

Discussion:

The Board engaged in detailed deliberation regarding architectural elements and material treatments of the proposed project, particularly focusing on the transparency and treatment of curtain wall glazing to maintain light transmission while limiting visibility. Discussions included interior lighting temperature, consistency in façade design, and material durability, especially at the rear of the structure. Suggestions were made to consider alternative treatments for access doors to ensure visual cohesion and functionality. Board members emphasized long-term adaptability, contextual compatibility, and overall aesthetic balance. No further public comment was received, and staff reaffirmed key considerations for refinement with the applicant prior to final approval.

A motion was made by Dr. Hauser and seconded by Mr. Balon to grant preliminary conceptual approval for the proposed development known as Spartanburg Mazda / Hudson Automotive Parking, located at 400 East Main Street (formerly Eastern Morgan Avenue), with a zoning designation of DT 5, with the following exceptions:

- **Permit building placement in the side yard**
- **Allow front yard parking**
- **Permit alternate ground-level window opacity, including options for glazing treatment and films**
- **Allow the use of metal paneling as a building material, with a request to review the CMU in totality**
- **Allow a 14-foot streetscape zone with an 8-foot sidewalk and no tree wells**

- Permit shrubbery maintained at 2 feet in height instead of the required 3 feet for parking area screening

The motion carried with a vote of 4 to 0.

Staff Announcements:

The 2026 DRB meeting schedule has been published and will be emailed to all members. Staff is also reviewing continuing education credits and will notify members if any are outstanding. We are exploring options to host local continuing education sessions and will share updates soon. A draft of the updated bylaws will be sent for review ahead of the next meeting.

Adjourned meeting at 6:15 P.M.



Lauren Rogers, Chair