

Meeting Minutes of the Design Review Board (DRB)

Tuesday, January 6, 2026, at 5:30pm

Dr. TK Gregg Recreation Center

Attendance

The following Design Review Board members were present: Lauren Rogers, Danny Balon, Brian Sanders, Jean Crowther, and Lukas Hauser.

Representing the City of Spartanburg Planning Department were Fredalyn Frasier, Planning Director; Dominick Calace, Planner I; and Oksana Holbrooks, Senior Administrative Assistant.

Mr. Balon: Danny Balon

Mr. Hauser: Lukas Hauser

Ms. Rogers: Lauren Rogers

Ms. Crowther: Jean Crowther

Mr. Sanders: Brian Sanders

Approval of Agenda

On a motion by Mr. Balon and seconded by Mr. Hauser, the agenda was approved by a vote of 5-0.

Approval of Meeting Minutes (December 2, 2025)

On a motion by Mr. Balon and seconded by Mr. Hauser, the meeting minutes from December 2, 2025, were approved by a vote of 5-0.

Old Business

None.

New Business

DRB-25-020-00013

The Design Review Board received a request for Full & Final Approval for the proposed development, Spartanburg Hudson Automotive Parking, located at 400 E. Daniel Morgan Avenue (Tax Map Sheet: 7-12-06-061.00), zoned D-T5 (Downtown Urban Center).

- **Owner:** RP CGR SBG MAZ-SUB
- **Applicant:** Hudson Automotive
- **Agent:** Riyad Brothers

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 Full and Final Review.

Planning Department

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

PAST BOARD ACTION

The proposed project was presented on December 2, 2025, and received preliminary conceptual approval from the Design Review Board. The following exceptions have been granted:

- **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

For Full and Final approval, the Board requested additional information from the Applicant on the following items:

- Treatment for glass at the front of the building, including specifications for opacity or window film.
- Two material options for the water table, including one option using CMU and one option using the originally proposed slate finish.
- Material of the front-facing door, including the potential to relocate the door to the side of the equipment room. If relocation is not possible, the Board would like to see a glass shopfront door.

AUTHORITY & APPLICABILITY

This parcel is zoned DT-5. 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

The following exceptions are required for Full and Final Approval. All other exceptions have been granted during Preliminary Conceptual Approval.

- **6.4.4 Ground Level Detailing:** More detail requested on opacity of front-facing windows

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 Granted – 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 Granted – 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 Granted – 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 Granted – 8ft sidewalk with 14ft streetscape provided; trees are not included. This request is consistent with previously approved treatments for the adjacent Spartanburg Mazda and 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 Granted – 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 Full and Final Approval. All other exceptions have been granted during Preliminary Conceptual Approval.

- **6.4.4 Ground Level Detailing:** More detail requested on opacity of front-facing windows

Applicant Presentation:

Riyad Brothers, Hudson Automotive

Public Comments:

None.

Board Discussion

The Board continued discussion from the previous meeting regarding the material treatment of the front-facing windows to ensure appropriate visibility and light transmission into the building. The Board also discussed material options proposed for the water table, including slate and CMU. The Board determined that slate provides an appropriate level of architectural detail while remaining consistent with the adjacent dealership.

Mr. Sanders noted that the second upper mullion above the door frame should be removed to maintain consistent spacing between windows.

Motion and Action

A motion was made by Mr. Hauser and seconded by Mr. Balon to grant **Full & Final Approval with Conditions** for the proposed development, Spartanburg Hudson Automotive Parking, located at 400 E. Daniel Morgan Avenue, zoned D-T5, subject to the following conditions:

1. Staff shall review and approve opacity options for the front-facing glass.
2. The upper mullion above the front-facing door shall be removed.
3. A slate base shall be included on the façade.

The following exceptions were also approved:

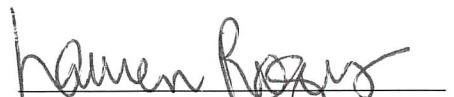
- Permit an accessory building in the side yard
- Allow front yard parking
- Allow the use of metal paneling as a building material
- Allow a 14-foot streetscape zone with an 8-foot sidewalk and no tree wells
- Allow shrubbery to be maintained at 2 feet in height instead of the required 3 feet for parking area screening

The motion carried by a vote of 5–0.

Staff Announcements

Staff is currently reviewing continuing education credits and will notify Board members if any outstanding credits are identified. Staff is also exploring opportunities to host local and/or virtual continuing education and onboarding sessions and will share updates as they become available.

Adjourned meeting at 6:00 P.M.



Lauren Rogers, Chair