

CITY OF FLORENCE, SOUTH CAROLINA
DESIGN REVIEW BOARD
MARCH 9, 2022 AGENDA

I. Call to Order

II. Approval of Minutes Regular meeting held on February 9, 2022

III. Public Hearing and Matter in Position for Action

DRB-2022-07 Request for a Certificate of Appropriateness to conduct a number of site modifications at 252 South Dargan Street, Tax Map Number 90087-03-016; D-3 Arts & Culture Overlay District.

IV. Public Hearing and Matter in Position for Action

DRB-2022-08 Request for a Certificate of Appropriateness to install fencing at the house located at 513 West Cedar Street, Tax Map Number 90075-07-002; D-4 Timrod Park Overlay District.

V. Adjournment Next meeting is scheduled for April 13, 2022.

CITY OF FLORENCE, SOUTH CAROLINA
DESIGN REVIEW BOARD
FEBRUARY 9, 2022 MINUTES

MEMBERS PRESENT: Jamie Carsten, Scott Collins, Brice Elvington, Mike Padgett, Ranny Starnes, and David Tedder

MEMBERS ABSENT: Jay Ham, Erik Healy, John Keith, and Joey McMillan

STAFF PRESENT: Jerry Dudley, Derek Johnston, Alfred Cassidy, and Alane Zlotnicki; Bryan Bynum for IT

CALL TO ORDER: Chairman Carsten called the February 9, 2022 regular meeting to order at 2:01 p.m.

APPROVAL OF MINUTES: Chairman Carsten introduced the February 9, 2022 minutes and asked if there were any corrections or comments. There being none, he called for a motion to approve the minutes as submitted. Mr. Collins moved that they be approved; Mr. Padgett seconded the motion, and it passed unanimously (6-0).

PUBLIC HEARINGS AND MATTERS IN POSITION FOR ACTION:

DRB-2022-03 Request for a Certificate of Appropriateness to install signage at 286 West Evans Street, Tax Map Number 90168-01-021; H-1 Historic Overlay District.

Chairman Carsten read the introduction to DRB-2022-03 and asked staff for their report. Mr. Cassidy gave the staff report as submitted to the Design Review Board.

There being no questions for staff, Chairman Carsten opened the public hearing.

There being no one to speak either for or against the request, Chairman Carsten closed the public hearing and called for discussion and then a motion. Mr. Collins moved to approve the request as submitted. Mr. Tedder seconded the motion, and the vote to approve the request passed unanimously (6-0).

DRB-2022-04 Request for a Certificate of Appropriateness to remove trees and the existing driveway and install a parking area at 521 West Pine Street, Tax Map Number 90074-09-010; D-4 Timrod Park Overlay District.

Chairman Carsten read the introduction to DRB-2022-04 and asked staff for their report. Mr. Johnston gave the staff report as submitted to the Design Review Board.

There being no further questions for staff, Chairman Carsten opened the public hearing. There was discussion about restoring landscaping that is being removed, and Mr. Dudley pointed out that a parking lot bufferyard is required to shield headlights, particularly since this is embedded in a residential area. Mr. Elvington expressed concerns about ensuring that there's nowhere for someone to hide when women and children are walking between this and the main school building.

There being no one else to speak either for or against the request, Chairman Carsten closed the public hearing and called for discussion and then a motion. Mr. Tedder moved to approve the request as submitted with the addition of shrubs around the parking areas as appropriate to screen headlights without being a security issue. Ms. Starnes seconded the motion, and the vote to approve the request passed unanimously with Mr. Collins, Mr. Elvington, and Mr. Padgett recusing themselves due to personal and professional involvement with either the school or the project (3-0).

Mr. Collins left at 2:15.

DRB-2022-05 Request for a Certificate of Appropriateness to replace the siding of the house located at 126 Warley Street, Tax Map Number 90074-04-025; D-1 Redevelopment Overlay District.

Chairman Carsten read the introduction to DRB-2022-05 and asked staff for their report. Mr. Johnston gave the staff report as submitted to the Design Review Board.

There being no further questions for staff, Chairman Carsten opened the public hearing. There being no one to speak either for or against the request, Chairman Carsten closed the public hearing and called for discussion and then a motion. Mr. Padgett moved to approve the request as submitted. Mr. Elvington seconded the motion, and the vote to approve the request passed unanimously (5-0).

DRB-2022-06 Request for a Certificate of Appropriateness to construct an addition and accessory building at 653 South Coit Street, Tax Map Number 90076-04-015; D-1 Redevelopment Overlay District.

Chairman Carsten read the introduction to DRB-2022-06 and asked staff for their report. Mrs. Zlotnicki gave the staff report as submitted to the Design Review Board.

There being no further questions for staff, Chairman Carsten opened the public hearing. The applicant, Mr. Ashley Drayton, explained the need for additional office space and a place to store real estate signs. He was willing to install the required landscaping.

There being no one else to speak either for or against the request, Chairman Carsten closed the public hearing and called for discussion and then a motion. Mr. Tedder moved to approve the request as submitted. Ms. Starnes seconded the motion, and the vote to approve the request passed unanimously with Mr. Padgett recusing himself as the professional working the project (4-0).

ADJOURNMENT: Chairman Carsten adjourned the meeting at 2:22 p.m. The next meeting is scheduled for March 9, 2022.

Respectfully submitted by

Austin Cherry
Administrative Assistant III

**DEPARTMENT OF PLANNING, RESEARCH & DEVELOPMENT
STAFF REPORT TO THE
CITY OF FLORENCE DESIGN REVIEW BOARD**

DATE: March 9, 2022

CASE NUMBER: DRB-2022-07

LOCATION: 252 South Dargan Street

TAX MAP NUMBER: 90087-03-016

OWNER OF RECORD: St. John’s Episcopal Church

APPLICANT: Ken Weldon, Pastor of St. John’s Episcopal Church

PROJECT DESCRIPTION: Site modifications and landscaping changes

OVERLAY DISTRICT: D-1 Redevelopment Overlay District and D-3 Arts & Cultural Overlay District

Project Description

The applicant is seeking a Certificate of Appropriateness (COA) to conduct a number of site modifications in the rear of St. John’s Church located at 252 South Dargan Street. These include the following as illustrated in Attachment E:

1. Remove 3 decayed trees in the rear of the lot (two water oaks and one hackberry);
2. Install driveway access onto Railroad Avenue (will require an encroachment permit from the City of Florence);
3. Remove existing asphalt to create green space near the playground (see Attachment E);
4. Create a covered seating area in proximity to the playground (see Attachment G for style and color);
5. Install pillars and lighting around the playground (see Attachment G for style and color); and
6. Extend the existing fence (see Attachment G for style and color).

Background Information

The original 2,838 square foot 2 story building was constructed in 1921 on a 3.8 acre lot. Over the years, St. John Episcopal Church has added several buildings on their parcel. The property is zoned Central Business District within the D-3 Arts & Cultural Overlay District. The intent of the D-3 Arts & Cultural Overlay District is to foster good urban design and to build on the attractive and significant architecture that exists through new infill development.

Downtown overlay districts require a Certificate of Appropriateness (COA) in the event of “Landscape changes which include either the removal of any tree four (4) inches in caliper, or greater, or the removal of any hedge or shrub group that is at least thirty (30) inches in height.”

In considering the issue of appropriateness, the Design Review Board and the Downtown Planning Coordinator shall use the *Design Guidelines for Downtown Florence, South Carolina* prepared by Allison Platt & Associates and Hunter Interests Inc., as adopted by Florence City Council. Where specific guidelines are not available the following general guidelines shall apply:

1. **The historic and significant character of the property should be retained and preserved;** *The historic buildings will not be affected by this request, only three trees and the layout of the parking lot and playground.*
2. **Distinctive features, finishes, and construction techniques or examples that characterize a property should be preserved;** *Not applicable to this request.*
3. **For all buildings, aluminum or vinyl siding may not be used unless approved by the Design Review Board;** *Not applicable to this request.*
4. **Chemical or physical treatments that cause damage to or cover the original materials may not be used unless approved by the Design Review Board;** *Not applicable to this request.*
5. **New additions and adjacent or related new construction should be undertaken in such a manner that if removed in the future, the essential form and integrity of the original property and its environment would be unimpaired;** *The additions to the playground and the parking area do not affect the existing buildings.*
6. **The height of any alteration or construction should be compatible with the style and character of the proposed or modified structure or building and with the surrounding buildings and structures;** *The covered seating area next to the playground will be compatible with the existing buildings in height, color, and materials.*
7. **The proportions and relationship between doors and windows should be compatible with the architectural style and character of the building and surrounding buildings;** *Not applicable to this request.*
8. **The visual relationship of open space between buildings or structures should be compatible with adjacent buildings or structures;** *The covered seating area next to the playground will be compatible with the adjacent buildings.*
9. **The design of the roof should be compatible with the architectural style and character of existing buildings and surrounding structures;** *The roof of the covered area will be similar in style, materials, and color with that of the existing buildings.*
10. **Landscaping should be added that enhances the property and provides for greenspace and appropriate buffering between land uses;** *The applicant intends to replant to mitigate the removal of the trees. Planning staff will work with the applicant to choose appropriate species for the site.*
11. **The scale of buildings or structures after alteration, construction, or partial demolition should be compatible with the style and character of surrounding buildings and structures;** *The covered seating area next to the playground will be compatible with the existing buildings in height, color, and materials.*

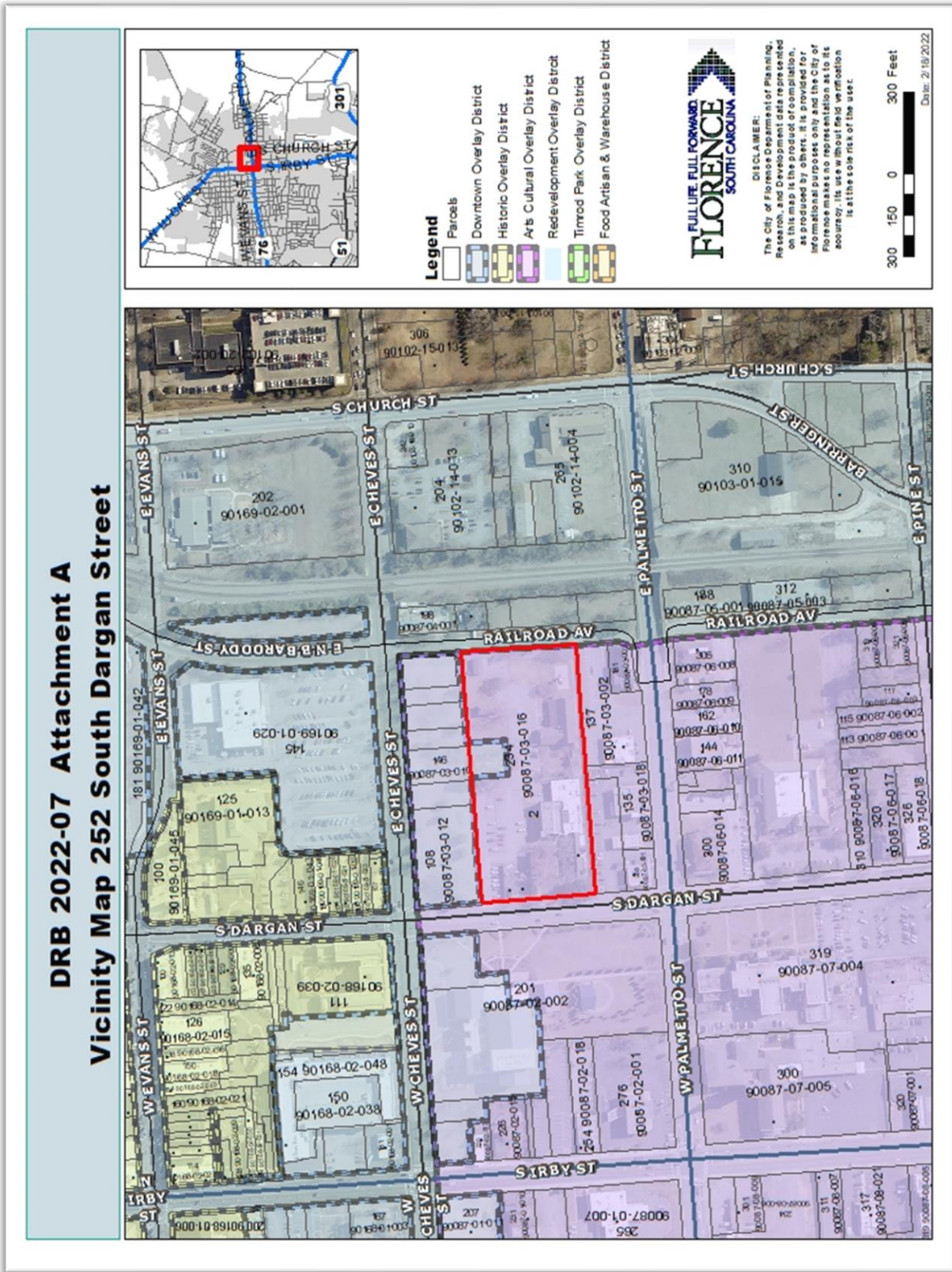
12. **When appropriate, the architectural details (colors, materials, and textures) should be compatible with the style and character of surrounding buildings and structures;** *The covered seating area next to the playground will be compatible with the existing buildings in height, color, and materials.*

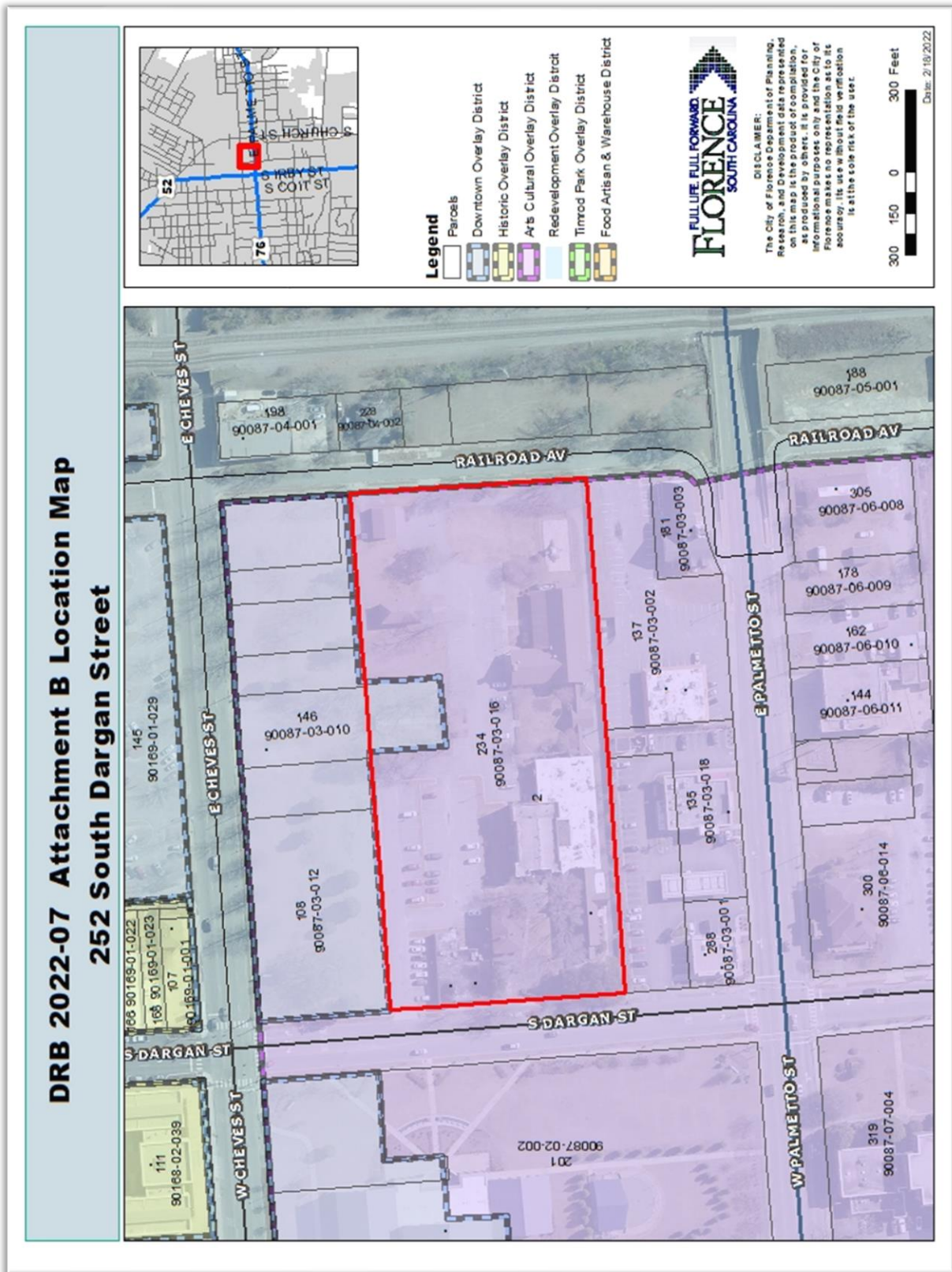
Board Action

1. Consider only the evidence presented before the board during the public hearing.
2. Make findings of fact to apply the guidelines to the application presently before the board.
3. Based on the findings of fact, make a decision regarding the request on the application.

Attachments

- A. Vicinity Map
- B. Location Map
- C. Zoning Map
- D. Property Tax Card
- E. Applicant's Proposal
- F. Site Photos
- G. Existing Conditions Onsite





Attachment D: Property Tax Card

Date: Feb 28, 2022	Florence County Taxes Inquiry	Time: 09:51
Map/Block/Parcel 90087 03 016	Property Card File	Year 2017 File

FLORENCE COUNTY TAX ASSESSOR
 Property Card Record for MBP: 90087-03-016 TAX YEAR: 2021 9/16/21 10:13:19 PAGE: 70634
 ----- PROPERTY LOCATION Address ----- PROPERTY BILLING NAME/ADDRESS ===
 Number: 00252 Suffix: Street Name: DARGAN ST Street Suffix: ST JOHN'S EPISCOPAL CHURCH O
 City: State: Zip: 00000 0000 SC
 District: 110 Land Class: CI COMMERCIAL IMPROVED 252 S DARGAN ST
 Legal Desc: DARGAN ST FLORENCE SC29501

Land Characteristic Selections

01 Topography	1	Level
02 Street	1	Paved
03 Utilities	1	All Public Utilities
03 Utilities	2	Public Water
03 Utilities	3	Public Sewer
04 Fronting Traffic	5	Heavy
05 Ownership	7	Religious

L A N D Square Feet: Primary Site 139,445

R E S I D E N T I A L MBP: 90087-03-016 BUILDING ID#: 001 SUFFIX#: 000
 Building Use Code: RESIDENTIAL 1 FAMILY Age Erected: 1921 Grade: C Story Height: 25 2 STORY
 Bedrooms: 00 Full Bath: 0 Half Bath: 3 Fireplaces: Heating & Air Conditioning: 4 HTG & AC
 Total Living Area: 2,838 Exterior Wall Construction: F STUD FRAME 08 SF-MASONRY VENEER
 Ext.Feat.Code: 25 Description: BR UTL Area: 90
 Ext.Feat.Code: 12 Description: EFP Area: 91
 Ext.Feat.Code: 21 Description: OMP Area: 290
 Improvement Cost with Additions: .00 Yard/Other Bldg Values: Total Buildings Value: 97,309.3

--- Totals for MBP ---

# Buildings:	1	Building Value:	97,309.33	Land Market Value:	418,335.00
Market Acres:	.00	Use Acres:	.00	Land Use Value:	.00
Bld/Land Use Total:	97,309.33	Bld/Land Mar.Total:	515,644.33	6% Bld Value:	0 # of 6% Blds: 0
Rental Acres:	0	Rental Acres Value:	0	Ren.Acres-Mar:	0 Ren.Acres Value-Mar: 0

Attachment E: Applicant's Proposal



Attachment F: Site Photos



Trees to be removed: water oak tree on the left and hackberry tree on the right.



Location of proposed curb cut between the water oak tree and the hackberry tree.



Other water oak tree to be removed.

Attachment G: Existing Conditions Onsite



The existing open area that will be repeated in the proposed covered area at the playground.



Existing pillars on the property. New pillars will be similar in style and color.



Asphalt to be removed to create greenspace adjacent to the existing playground. Black fencing to be extended around play area.

**DEPARTMENT OF PLANNING, RESEARCH & DEVELOPMENT
STAFF REPORT TO THE
CITY OF FLORENCE DESIGN REVIEW BOARD**

DATE: March 9, 2022

CASE NUMBER: DRB-2022-08

LOCATION: 513 West Cedar Street

TAX MAP NUMBER: 90075-07-002

OWNER OF RECORD: Amber Seasock

APPLICANT: Amber Seasock

PROJECT DESCRIPTION: Installation of Chain-Link Fencing

OVERLAY DISTRICT: Timrod Park Overlay District (D-4)

Project Description

The applicant is seeking a Certificate of Appropriateness (COA) to install a silver (galvanized) chain link fence at the residence of 513 West Cedar Street. Currently, the rear yard is surrounded by a rotten wooden fence that the applicant plans to replace with chain link fencing to enclose the yard for her dogs.

Background Information

The house was built in 1956 and has a total square footage of 3,480. The property is zoned Neighborhood Conservation - 6.2 and is within the Timrod Park Overlay District. The homeowner was unaware that a chain link fence is a limited material that has to meet certain requirements according to Design Guidelines. The applicant wants to install the chain link fence so that her dogs will not roam the neighborhood. According to the applicant, she also mentioned that “a chain link fence in the rear will help the dogs have more running and walking room as well as be a safe option so they can’t leave the property.”

Staff Analysis

Section 3-8.1.2A (2) of the *Unified Development Ordinance* allows for chain link fences in interior side yards and rear yards that are not also street yards. The Design Guidelines generally prohibit chain link fencing unless it is not visible from the street.

In considering the issue of appropriateness, the Design Review Board and the Downtown Planning Coordinator shall use the *Design Guidelines for Downtown Florence, South Carolina* prepared by Allison Platt & Associates and Hunter Interests Inc., as adopted by Florence City Council. Where specific guidelines are not available the following general guidelines shall apply:

- 1. The historic and significant character of the property should be retained and preserved; *Not applicable to this project.***
- 2. Distinctive features, finishes, and construction techniques or examples that characterize a property should be preserved; *Not applicable to this project.***

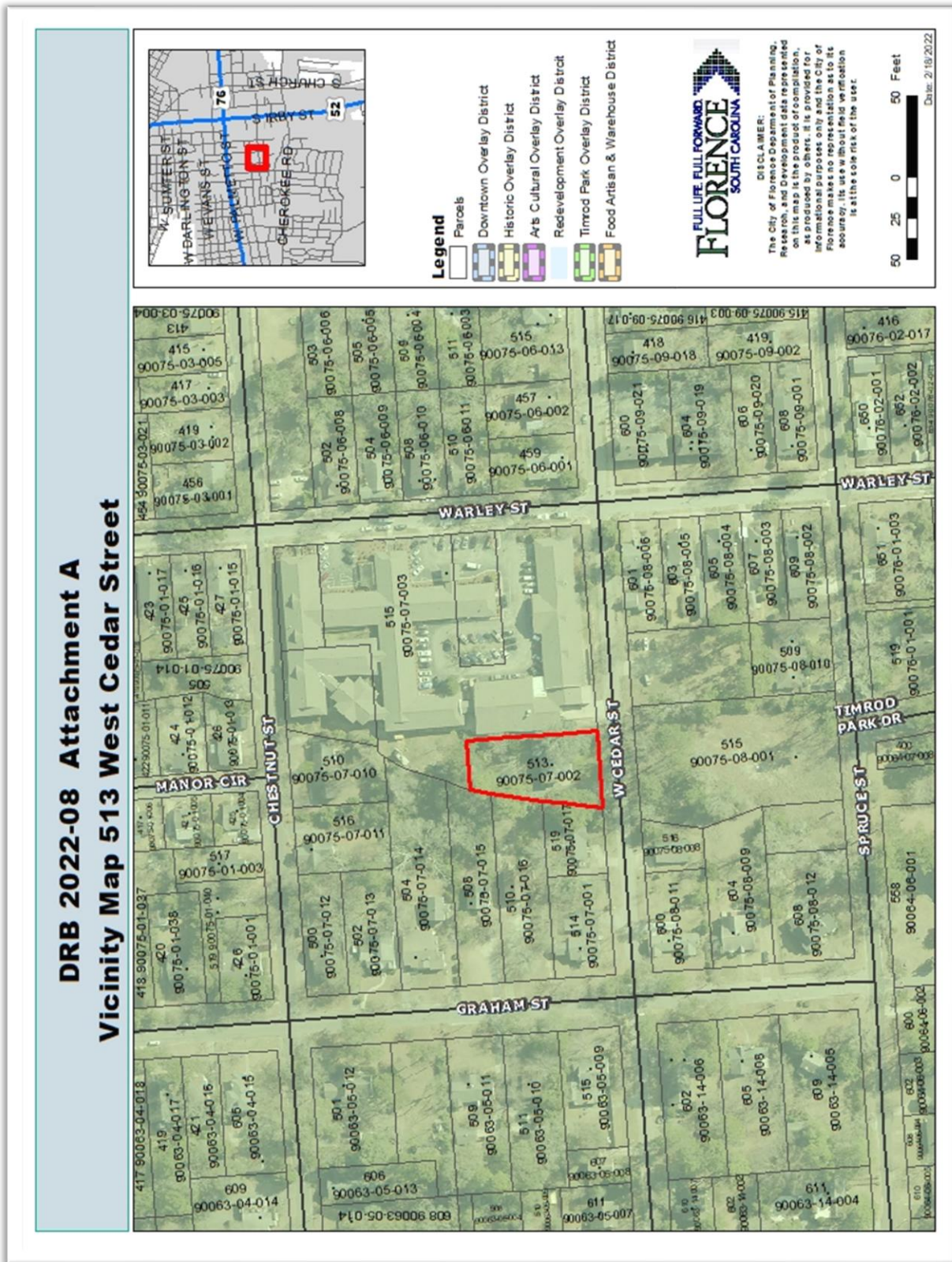
3. **For all buildings, aluminum or vinyl siding may not be used unless approved by the Design Review Board;** *Not applicable to this project.*
4. **Chemical or physical treatments that cause damage to or cover the original materials may not be used unless approved by the Design Review Board;** *Not applicable to this project.*
5. **New additions and adjacent or related new construction should be undertaken in such a manner that if removed in the future, the essential form and integrity of the original property and its environment would be unimpaired;** *The proposed galvanized chain link fence can be removed in the future if necessary, with no effect on the property.*
6. **The height of any alteration or construction should be compatible with the style and character of the proposed or modified structure or building and with the surrounding buildings and structures;** *The applicant wants to install a galvanized chain link fence in the rear of her property so that her three dogs can have more running and walking room.*
7. **The proportions and relationship between doors and windows should be compatible with the architectural style and character of the building and surrounding buildings;** *Not applicable to this project.*
8. **The visual relationship of open space between buildings or structures should be compatible with adjacent buildings or structures;** *Because the fence will be visible from the street, it will not obstruct the line of vision across the side yard. However, chain link is not a traditional material for fences within the Timrod Park Overlay District.*
9. **The design of the roof should be compatible with the architectural style and character of existing buildings and surrounding structures;** *Not applicable to this project.*
10. **Landscaping should be added that enhances the property and provides for greenspace and appropriate buffering between land uses;** *The proposed fence is galvanized chain link fence that will enclose the back yard. The applicant plans to buffer around the portion of the fence that is visible from the street for better curbside appeal.*
11. **The scale of buildings or structures after alteration, construction, or partial demolition should be compatible with the style and character of surrounding buildings and structures;** *According to the applicant, the galvanized chain link fence to the front rear of the property will be 4 feet tall. The chain link fence to the interior left side, the rear, and the left side of the property will be 6 feet tall.*
12. **When appropriate, the architectural details (colors, materials, and textures) should be compatible with the style and character of surrounding buildings and structures;** *The fence is a silver-grade chain link fence that will be placed in the rear of the property. According to the City of Florence Unified Development Ordinance Section 3-8.1.2.C allows for chain link fences in interior side yards and rear yards. Historically, allowed fences within the Timrod Park neighborhood have been constructed of wood and or masonry materials. If approved by the Design Review Board, the chain link fence to the front rear of the property will be screened with vegetation according to the applicant.*

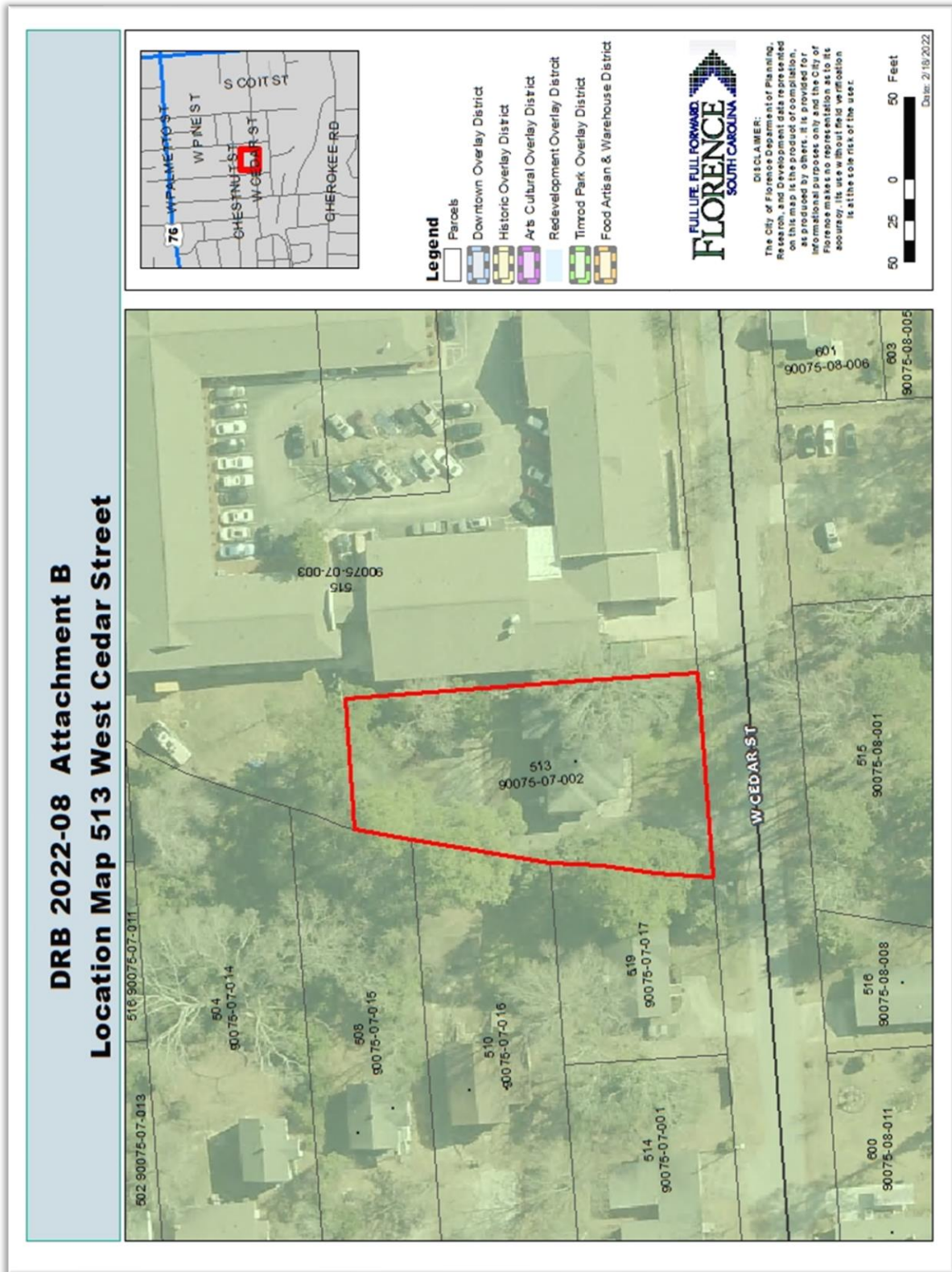
Board Action

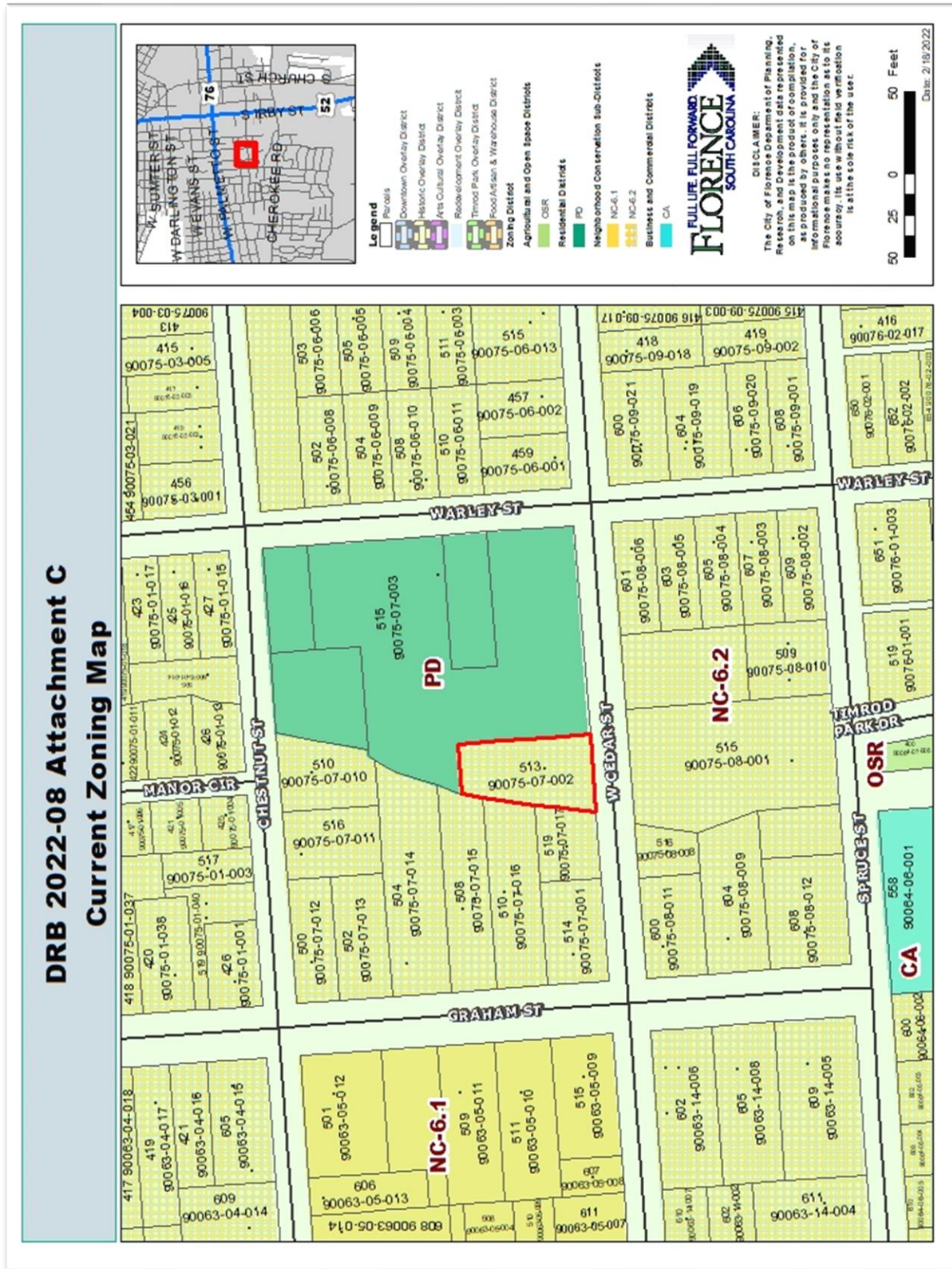
1. Consider only the evidence presented before the board during the public hearing.
2. Make findings of fact to apply the guidelines to the application presently before the board.
3. Based on the findings of fact, decide regarding the request on the application.

Attachments

- A. Vicinity Map
- B. Location Map
- C. Zoning Map
- D. Layout of the fence
- E. Site Photos







Attachment D: Layout of the fence



Blue line = 6' high fencing. Red line = 4' high fence with 12' gate. Yellow block = existing carport.

Attachment E: Site Photos



Front of 513 West Cedar Street



Interior side yard of the property



Rear of the property



Right side of the property



Galvanized chain link fence materials



Wooden fence to be replaced