

**CITY OF FLORENCE, SOUTH CAROLINA
DESIGN REVIEW BOARD
SEPTEMBER 8, 2021 AT 2:00 P.M.
AGENDA**

I. Call to Order

II. Approval of Minutes

Regular meeting held on August 11, 2021.

III. Public Hearing and Matter in Position for Action

DRB-2021-23 Request for a Certificate of Appropriateness to remove the trees on the lot located at 522 South Coit Street, Tax Map Number 90088-06-001; D-1 Redevelopment Overlay District.

IV. Public Hearing and Matter in Position for Action

DRB-2021-24 Request for a Certificate of Appropriateness to construct a driveway and remove trees on the parcel located at 615 South Dargan Street, Tax Map Number 90088-08-003; D-3 Arts & Culture Overlay District.

V. Public Hearing and Matter in Position for Action – the applicant has asked to defer this request.

DRB-2021-25 Request for a Certificate of Appropriateness to change out windows and doors for the building located at 257 North Coit Street, Tax Map Number 90073-05-005; D-2 Downtown Overlay District.

VI. Public Hearing and Matter in Position for Action

DRB-2021-26 Request for a Certificate of Appropriateness to demolish the house located at 315 Warley Street, Tax Map Number 90074-09-018; D-4 Timrod Park Overlay District.

VII. Matter in Position for Action

DRB-2021-27 Presentation of the First Responders Public Safety Memorial to be placed at the Judicial Center located at 181 North Irby Street, Tax Map Number 90167-01-008; D-2 Downtown Overlay District.

VIII. Adjournment Next meeting is scheduled for October 13, 2021.

THE CITY OF FLORENCE DESIGN REVIEW BOARD

WEDNESDAY, AUGUST 11, 2021 – 2:00 P.M.

MINUTES

MEMBERS PRESENT: Jamie Carsten, Scott Collins, Brice Elvington, Jay Ham, Erik Healy, John Keith, Mike Padgett, and David Tedder

MEMBERS ABSENT: Joey McMillan and Ranny Starnes

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

APPLICANTS PRESENT: Victor Webster, Eddie Lesaine, Ashby & Faith Gressette

ELECTION OF CHAIRMAN AND VICE CHAIRMAN: Mr. Dudley called the meeting to order in the absence of a chairman, and explained that Pierce Campbell and Julia Buyck, the previous chair and vice chair, were both rotated off the Board, necessitating the election of a new chairman and vice chairman. He introduced new members Dr. Keith and Mr. Elvington, and mentioned that the other two new members, Mr. McMillan and Ms. Starnes, were absent due to previous commitments from before their appointments. David Tedder moved that Jamie Carsten serve as chairman and Scott Collins serve as vice chairman. Mike Padgett seconded the motion and it passed unanimously (8-0).

CALL TO ORDER: Chairman Carsten called the August 11, 2021 regular meeting to order at 2:05 p.m.

APPROVAL OF MINUTES: Chairman Carsten introduced the July 21, 2021 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. Ham seconded the motion, and the vote to approve the minutes passed unanimously (8-0).

PUBLIC HEARINGS AND MATTERS IN POSITION FOR ACTION:

DRB-2021-17 Request for a Certificate of Appropriateness to install a fence and trim trees at 501 South Irby Street, Tax Map Number 90088-06-007; D-3 Arts & Cultural Overlay District and Irby Street Corridor Overlay District.

Chairman Carsten read the introduction of DRB-2021-17 and asked staff for their report. Mr. Johnston gave the staff report as submitted to the Design Review Board. This request was deferred from the July meeting. The purpose of the fence is for security.

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 (8-0).

DRB-2021-19 Request for a Certificate of Appropriateness for façade alterations of the building located at 270 South Coit Street, Tax Map Number 90087-01-023; D-1 Redevelopment Overlay District.

Chairman Carsten read the introduction of DRB-2021-19 and asked staff for their report. Mrs. Zlotnicki gave the staff report as submitted to the Design Review Board. She said that the Historical Commission has issued the Record of Official Action to remove the portion of the building as requested.

Mr. Ham clarified that they are approving the whole project, the building, parking, and landscaping. Mrs. Zlotnicki answered that landscaping details haven't been provided yet. Dr. Keith clarified that the new addition would be over the existing doors facing South Coit Street. Mrs. Zlotnicki said that was the intent.

Chairman Carsten opened and closed the public hearing. The Board agreed that it would definitely be an improvement.

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. Collins moved to approve the request as submitted, with planning staff to oversee and approve the landscaping chosen. Mr. Healy seconded the motion, and the vote to approve the request passed unanimously (8-0).

Dr. Keith left the room to answer an emergency phone call

DRB-2021-20 Request for a Certificate of Appropriateness to approve exterior renovations to the rear of the building located at 168 South Dargan Street, Tax Map Number 90169-01-023; H-1 Historic Overlay District.

Chairman Carsten read the introduction of DRB-2021-20 and asked staff for their report. Mrs. Zlotnicki gave the staff report as submitted to the Design Review Board. She added that the applicant wanted to paint the rear of the restaurant to match the recently painted wall and accessory building.

Mr. Collins asked if the eating area was independent of The Thai House. Victor Webster, applicant, clarified that it would actually be an independent venue, because the Thai House didn't rent the rear yard. He wants to enable people to have a place to bring their own food and drinks or get other restaurants to cater. Mr. Collins asked if people would be able to use the restrooms at the Thai House. Mr. Webster said that both the Thai House and the Birds Nest said their restrooms could be used.

He was asked where the flooring would be. He said it would be behind the accessory building to about 6 feet from the fence at the rear of the lot. There was concern expressed about the longevity of the flooring. Dr. Keith asked if it would be more permanent like next door. Mr. Webster said he was open to suggestions. He's not getting a liquor license so people can bring their own food and drinks. He said the tent was commercial grade and would be semi-permanent.

Mr. Collins asked staff if this would be reviewed by the building department and staff? Mr. Dudley said that yes, it would be compared to the UDO and building code and we'd look at the liquor laws through the state. It will get building, stormwater, and typical zoning review even if they give the COA. Mr. Collins said they can hardly deny it when there's a similar project nearby. Mr. Dudley assured him that the building department would also be looking at the proposal.

Mr. Padgett asked if there was a recommended material. Mr. Dudley said that hardscaping and wood decking were always recommended and have been approved in the past. Mr. Collins said he wasn't sure they could dictate a specific material, but that maintenance was up to the applicant. Mr. Webster said he initially planned to use the same flooring as the Birds Nest, but he doesn't want the tripping hazard caused by having a decking material so he wants it flat. Mr. Webster reiterated that he wants to do what Victor's has done, and that it's semi-permanent.

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. Ham moved to approve the request as submitted with the painting of the building included. Mr. Collins seconded the motion, and the vote to approve the request passed unanimously (7-0 with Dr. Keith missing the vote).

DRB-2021-21 Request for a Certificate of Appropriateness to allow the installation of rooftop solar panels on the building located at 615 South Dargan Street, Tax Map Number 90088-08-003; D-1 Redevelopment Overlay District.

Chairman Carsten read the introduction of DRB-2021-21 and asked staff for their report. Mr. Johnston gave the staff report as submitted to the Design Review Board.

Mr. Collins asked if there were other plans for this house. Mr. Johnston said that a request for an improved driveway and tree removal was coming in the future. This request is just for the solar panels.

Mr. Collins commented that the angle on the house minimized the visual effects from South Dargan Street. Mr. Dudley said that the Board has approved panels in Timrod Park as long as they matched the roof, and that they've come a long way towards blending into the roof. He agreed that the impact on South Dargan Street would be minimal.

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. Ham seconded the motion, and the vote to approve the request passed unanimously (7-0 with Dr. Keith missing the vote).

DRB-2021-22 Request for a Certificate of Appropriateness to allow the removal of a portion of a building located at 400 West Cheves Street, Tax Map Number 90074-07-001; D-2 Downtown Overlay District.

Chairman Carsten read the introduction of DRB-2021-22 and asked staff for their report. Mrs. Zlotnicki gave the staff report as submitted to the Design Review Board. She said that the Historical Commission has issued the Record of Official Action to remove the portion of the building as requested.

Mr. Collins asked how they would protect the remaining building once the portion was removed. Mrs. Zlotnicki said the Board could require that the building be stabilized. Mr. Ham asked if they could make that requirement as part of their COA. Mr. Dudley said they could.

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, with the stipulation that the foundation be removed and the wall where the buildings were attached to be stabilized and protected. Mr. Healy seconded the motion, and the vote to approve the request passed unanimously (7-0 with Dr. Keith missing the vote).

ADJOURNMENT: Chairman Carsten thanked everyone for their participation, and adjourned the meeting at 2:42 p.m. The next meeting is scheduled for September 8, 2021.

Respectfully submitted by

Alane Zlotnicki, AICP
Senior Planner

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

DATE: September 8, 2021

CASE NUMBER: DRB-2021-23

LOCATION: 522 South Coit Street

TAX MAP NUMBER: 90088-06-001

OWNER OF RECORD: Kurt Ziegenfelder

APPLICANT: Kurt Ziegenfelder

PROJECT DESCRIPTION: Removal of trees

OVERLAY DISTRICT: D-1 Redevelopment Overlay District

Project Description

The applicant is seeking a Certificate of Appropriateness (COA) to remove trees on the lot of the house located at 522 South Coit Street, Tax Map Parcel 90088-06-001. As the new owner, he is restoring the dilapidated house to rent or sell and desires to remove the trees and vegetation which have overtaken the rear of the parcel.

Background Information

The 3,000 square foot frame house was built in 1914 and has been vacant for a number of years. The new owner wants to clean up the house and either rent or sell it, but the yard has been neglected and is heavily overgrown (see Attachment D). He wishes to remove the vegetation, including the trees, to improve the site, lower maintenance requirements, reduce potential damage to the house, and decrease liability issues with falling limbs.

Staff Analysis

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. For the Downtown Redevelopment District, Certificates of Appropriateness are issued by the Design Review Board or the Downtown Planning Coordinator for all changes in zoning, new construction, demolition, renovation and rehabilitation of buildings, and landscape changes. Landscape changes include removal of any trees four inches in caliper or greater or any hedge or shrub group that exceeds 30" in height. However, single-family dwelling units occupying a lot of record which are located outside the boundaries of the Florence Historic District (H-1), Downtown Central District (D-2) or the Downtown Arts & Cultural District (D-3) are exempt from these Guidelines.

Trees are an important aspect of the character of the historic districts in the City. The trees along Cedar Street are within the public right of way and cannot be removed as part of this request. The owner is asking the City to trim them. Staff agrees that the back yard needs to be cleared of the overgrown vegetation. However, mature trees are critical to creating and maintaining the character

of the historic neighborhoods, which then preserves and improves property values. Staff hopes that the house, once fixed up, will serve as a catalyst to other property owners in the area. Its aesthetic and contributing value to the character of the neighborhood would decrease without mature trees onsite.

The goal is to find a compromise that meets the owner's desire for lower maintenance and decreased liability while preserving the character of the area. He has provided a layout of the site indicating which trees he is willing to preserve and which ones he definitely wants to remove (see Attachment E).

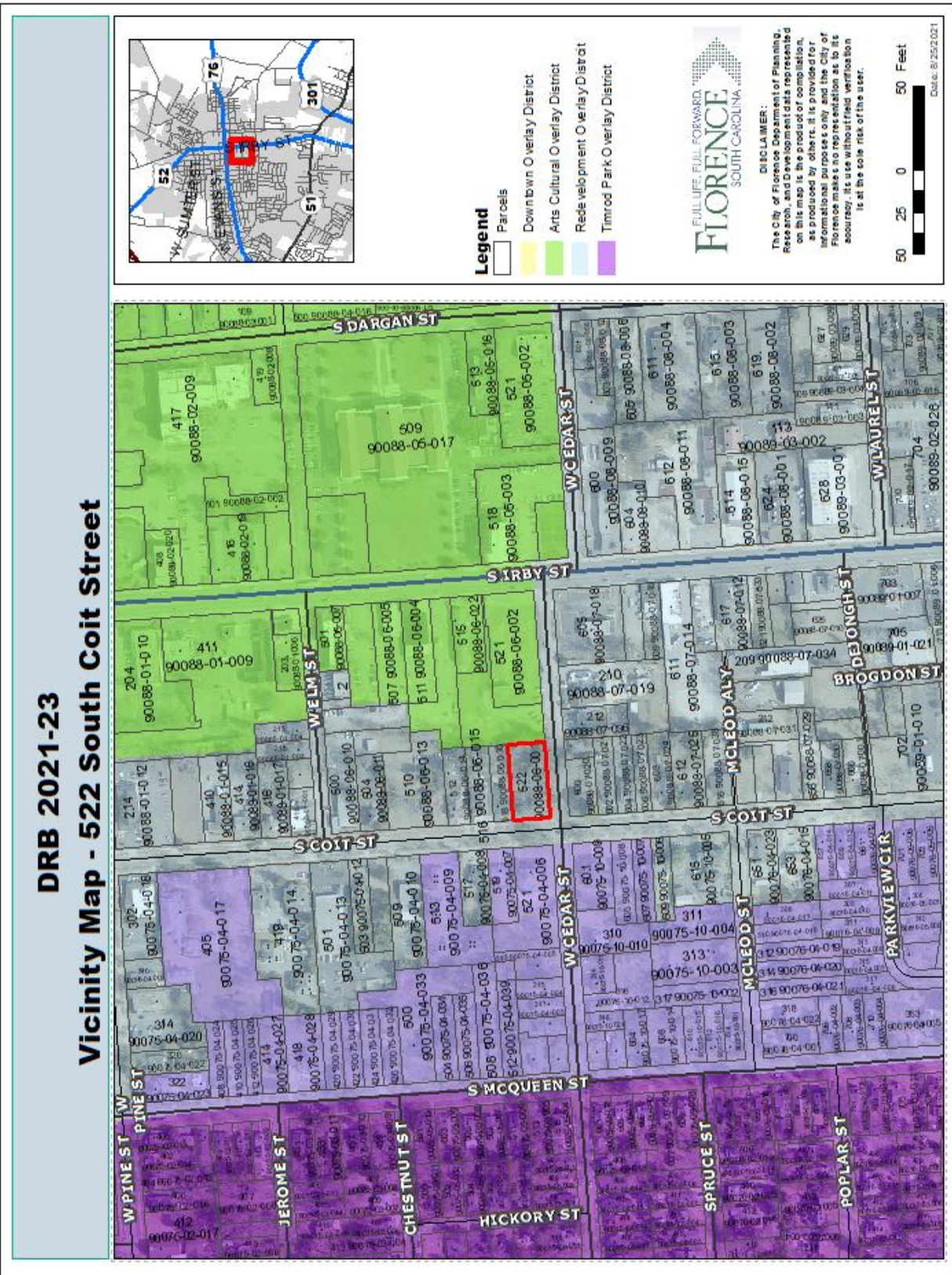
The City arborist looked at the site and determined that the pecan tree closest to the house does need to be removed due to decay. She couldn't get close enough to the other pecan tree to get a good look at its condition.

Board Action

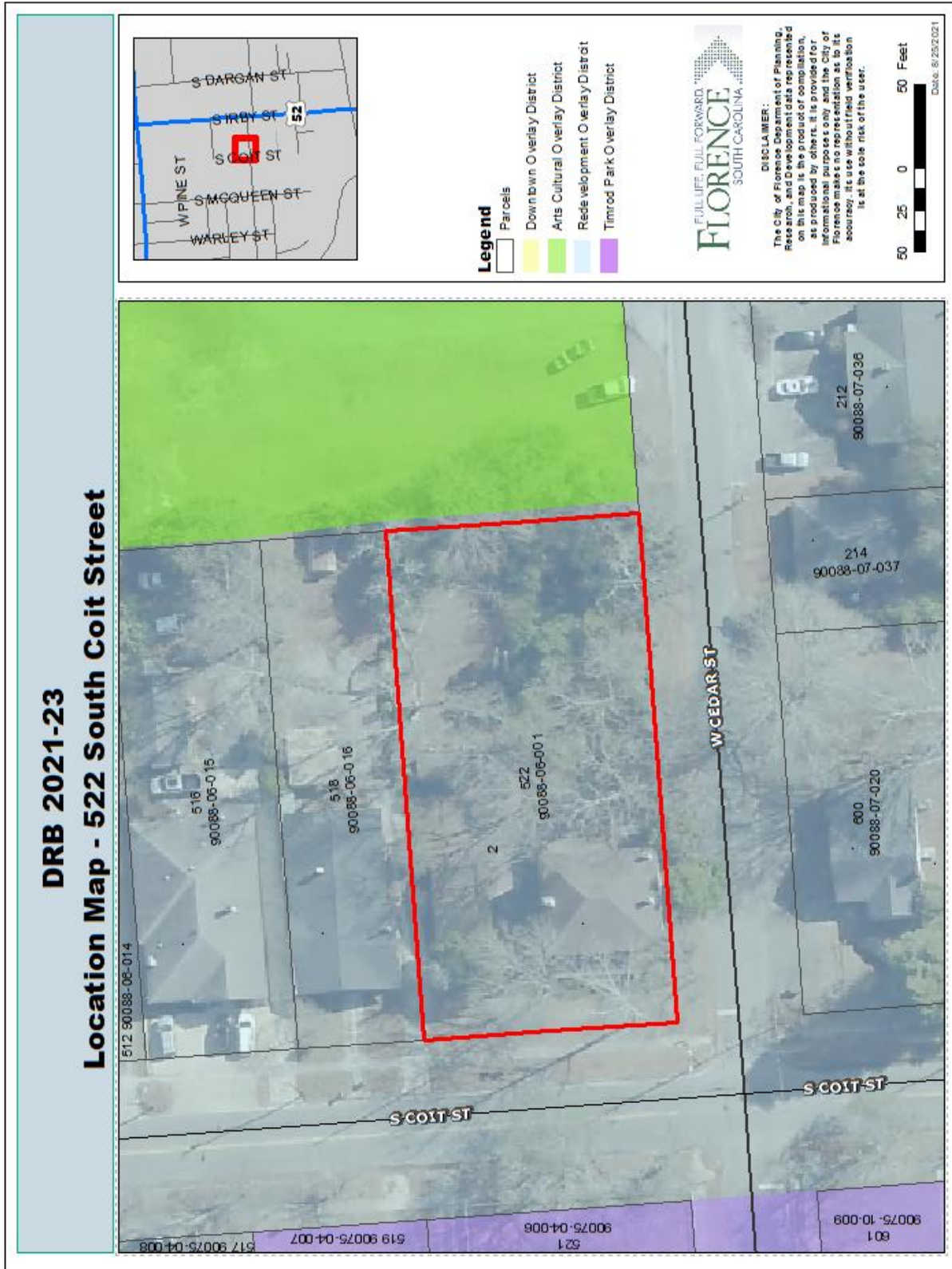
1. Consider only the evidence presented before the board during the public hearing.
2. Make findings of fact to apply the guidelines to the application presently before the board.
3. Based on the findings of fact, make a decision regarding the request on the application.

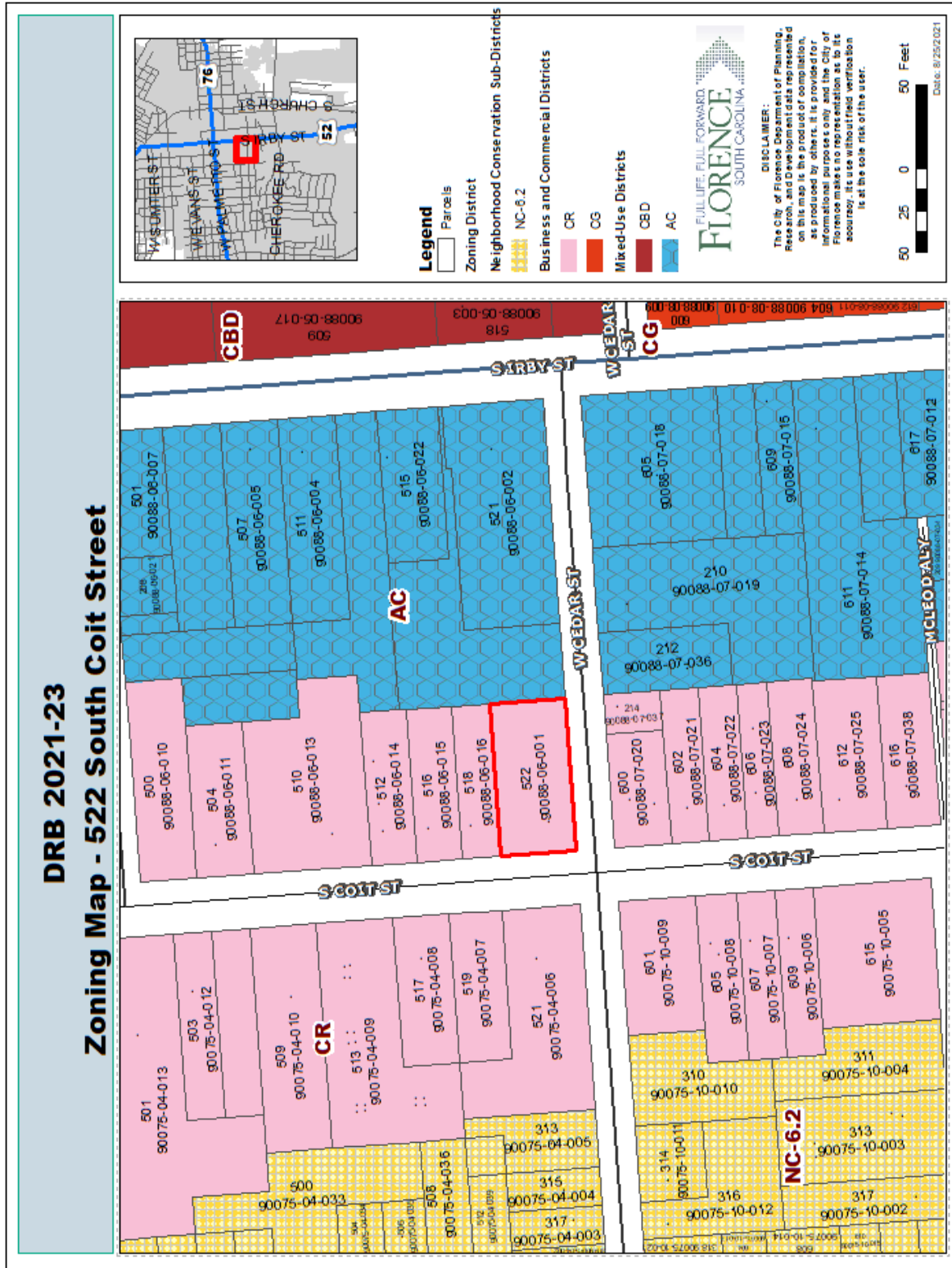
Attachments

- A. Vicinity Map
- B. Location Map
- C. Zoning Map
- D. Site Photos
- E. Aerial Layout



Attachment B: Location Map





Attachment D: Site Photos

Front of the house with existing trees.

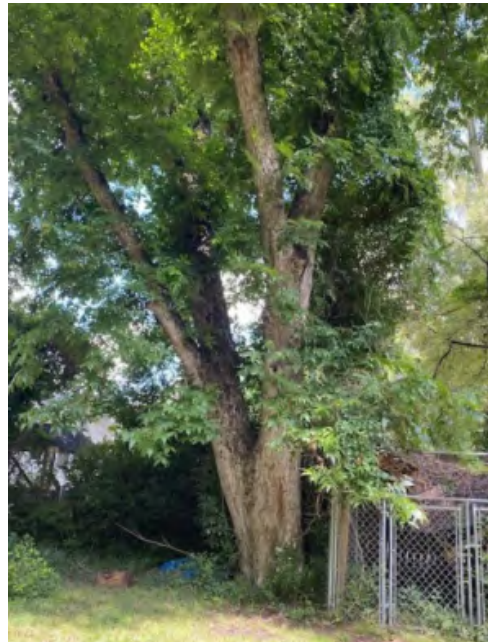


Looking down the public right of way along Cedar Street. These cannot be removed by the property owner.





Views of the north (left) side of the backyard.



Views of the south side (right side) fenced area of the backyard.





Aerial shot showing locations of existing trees.



Aerial layout of trees marked by owner to be preserved or removed.



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

DATE: September 8, 2021

CASE NUMBER: DRB-2021-24

LOCATION: 615 South Dargan Street

TAX MAP NUMBER: 90088-08-003

OWNER OF RECORD: Draper G. Myers

APPLICANT: Draper G. Myers

PROJECT DESCRIPTION: Site, building, and landscape changes for proposed commercial use.

OVERLAY DISTRICT: D-1 Redevelopment Overlay District

Project Description

The applicant is seeking a Certificate of Appropriateness (COA) to conduct site, building, and landscape changes to facilitate the use of the property as a funeral home. Sitework involves the installation of a new driveway, the addition of two handicapped parking spaces, the addition of a sidewalk, and the removal of a portion of an existing brick wall. Landscape changes include the removal of two dogwood trees. Proposed building changes include the replacement of the existing wooden front door with a commercial door, extension of the wooden deck in the rear, and the addition of a 48-inch steel door to the rear of the building. The attachments further illustrate the proposed changes.

Site inspection indicates that there are health issues with the two dogwood trees. To provide connectivity and extend the proposed driveway to the left side of the property, the two dogwood trees in the front and on the left side of the property will be removed. The applicant has proposed to replant the two dogwood trees or plant two alternative trees to replace the declining dogwood trees.

The applicant is proposing to extend the driveway on the south side of the property using recycled asphalt. This driveway will be 20 feet wide and 113 feet in length and will require the removal of a portion (18 feet) of the existing five foot tall brick fence. The proposed material for the driveway extension will be recycled asphalt to match the existing driveway. The applicant also wants to install two handicapped accessible parking spaces in the front of the property and a concrete sidewalk that will give patrons with mobility issues access to the funeral home entrance. The applicant has also proposed grass parking to the south side of the building; however, staff is working with the applicant to install a more permanent surface to avoid soil erosion and/or utilize the shared parking agreement with the neighboring property. Staff is working with the applicant to provide an updated site plan which includes the additional handicapped parking spaces and plans for the side parking.

The applicant is also proposing to replace the existing residential front wooden door and sidelights with a commercial storefront door. The existing door is not original to the property. The applicant is proposing

to install a 48-inch steel door in the rear of the house to provide access for funeral staff. This will require the removal of two windows. This portion of the building is not original to the structure but appears to be a sunroom added in more recent years. The applicant is proposing to extend the wood deck in the rear to be a total of 17 feet in length and 8 feet in width to be completely behind the house. The framing and decking board will match the existing wood deck. The applicant is also planning to remove the metal awning in the rear which does not match the exterior of the property.

Background Information

The 2700 square foot building was constructed in 1920 as a 3 bedroom, 2 bath residence on a 0.82 acre lot. Draper Myers recently purchased the building to convert it into a funeral home. Mr. Myers received zoning approval to install 16 solar panels mounted on the south side of the funeral home's roof at the Design Review Board meeting on August 11, 2021. The property is zoned Commercial Reuse within the D-1 Overlay District. The intent of the D-1 District is to foster the cultural, economic, and general welfare of the public by providing a mechanism for the identification, recognition, conservation, maintenance, protection, and enhancement of existing architecturally valuable structures, properties, and neighborhoods.

In general, the *Unified Development Ordinance* states that the 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."

Current zoning ordinance requirements

The *Unified Development Ordinance* requires the following for any new or redeveloped parking lots and building landscapes:

- One canopy tree or two understory trees per landscape island (within parking area);
- Minimum three feet wide and three feet high shrub buffer to screen parking lot from adjacent street and/or land uses;
- Front and street side building landscaping shall include one understory tree and 10 shrubs per 50 linear feet.

The City of Florence *Unified Development Ordinance* allows tree removal in all zoning districts of the City and is regulated as follows:

D-1 Downtown Redevelopment District:

The intent of the D-1 District is to foster the cultural, economic, and general welfare of the public by providing a mechanism for the identification, recognition, conservation, maintenance, protection, and enhancement of existing architecturally valuable structures, properties, and neighborhoods. Redevelopment, development, and reuse projects in the D-1 District will be subject to the design guidelines of Division 4-16.3, Downtown Design District Site Development Guidelines.

The Design Guidelines state that an applicant in the Redevelopment Overlay District requires a Certificate of Appropriateness (COA) before "The issuance of a permit by the Building Official and/or Zoning Administrator for erection, alteration, improvement, demolition, or moving of structure, building, or signage."

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 scope of work to the building and grounds includes:*
 - a. *Replace the wooden front door and decorative sidelights with a commercial metal storefront door;*
 - b. *Install a 48-inch steel door in the back of the building;*
 - c. *Extend the deck in the back of the building;*
 - d. *Remove the awning in the rear of the building;*
 - e. *Remove two dogwood trees in the yard to provide room for a new driveway;*
 - f. *Add a driveway extension to provide ingress and egress for patrons onto South Dargan Street;*
 - g. *Add parking for funeral patrons and staff.*
2. **Distinctive features, finishes, and construction techniques or examples that characterize a property should be preserved;** *The proposed driveway extension to be installed on the south side of the property will be permanent.*
3. **For all buildings, aluminum or vinyl siding may not be used unless approved by the Design Review Board;** *Not part of this proposal.*
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;** *The front and rear doors will be permanently changed to commercial metal doors.*
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;** *All new additions that the applicant is proposing to the property will be permanent and are not intended to be removed in the future. The only additions to the building itself are the deck extension and the new doors.*
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;** *Not applicable.*
7. **The proportions and relationship between doors and windows should be compatible with the architectural style and character of the building and surrounding buildings;** *The applicant is proposing to replace the wooden front door and decorative sidelights with a commercial store front door. The front wooden door and sidelights are not original to the house when it was constructed in 1920.*
8. **The visual relationship of open space between buildings or structures should be compatible with adjacent buildings or structures;** *Not applicable.*
9. **The design of the roof should be compatible with the architectural style and character of existing buildings and surrounding structures;** *Not applicable.*
10. **Landscaping should be added that enhances the property and provides for greenspace and appropriate buffering between land uses;** *The applicant is proposing to remove two dogwood*

trees in the front and south side of the property to provide egress connectivity out of the funeral home. The applicant is willing to work with planning staff to see what appropriate trees can replace the two dogwood trees elsewhere on the property.

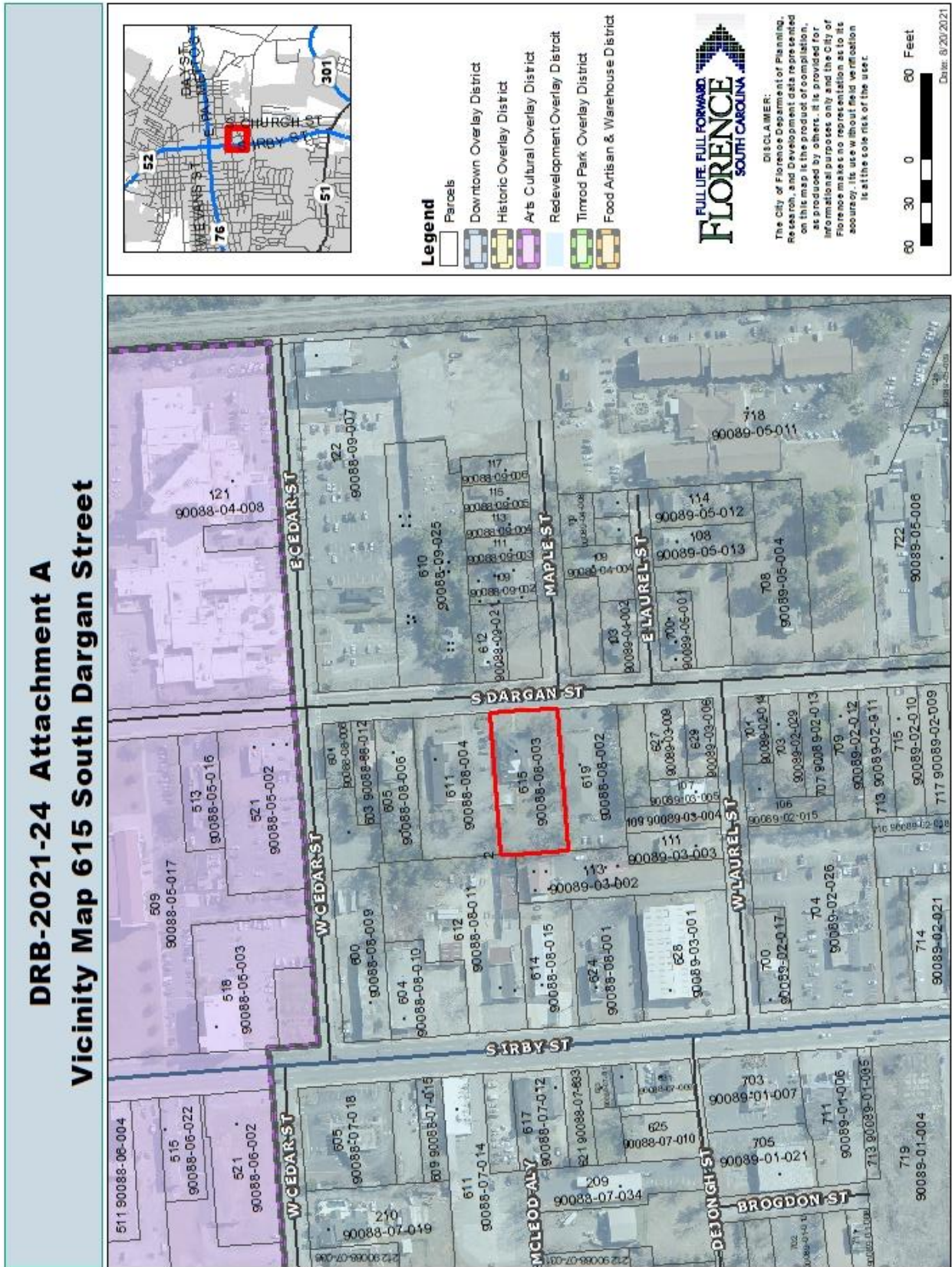
11. **The scale of buildings or structures after alteration, construction, or partial demolition should be compatible with the style and character of surrounding buildings and structures;** *The alteration to the building will consist of the installation of a 48-inch steel door in the back of the building.*
12. **When appropriate, the architectural details (colors, materials, and textures) should be compatible with the style and character of surrounding buildings and structures;** *The proposed driveway will be constructed of refurbished asphalt which will match the existing driveway.*

Board Action

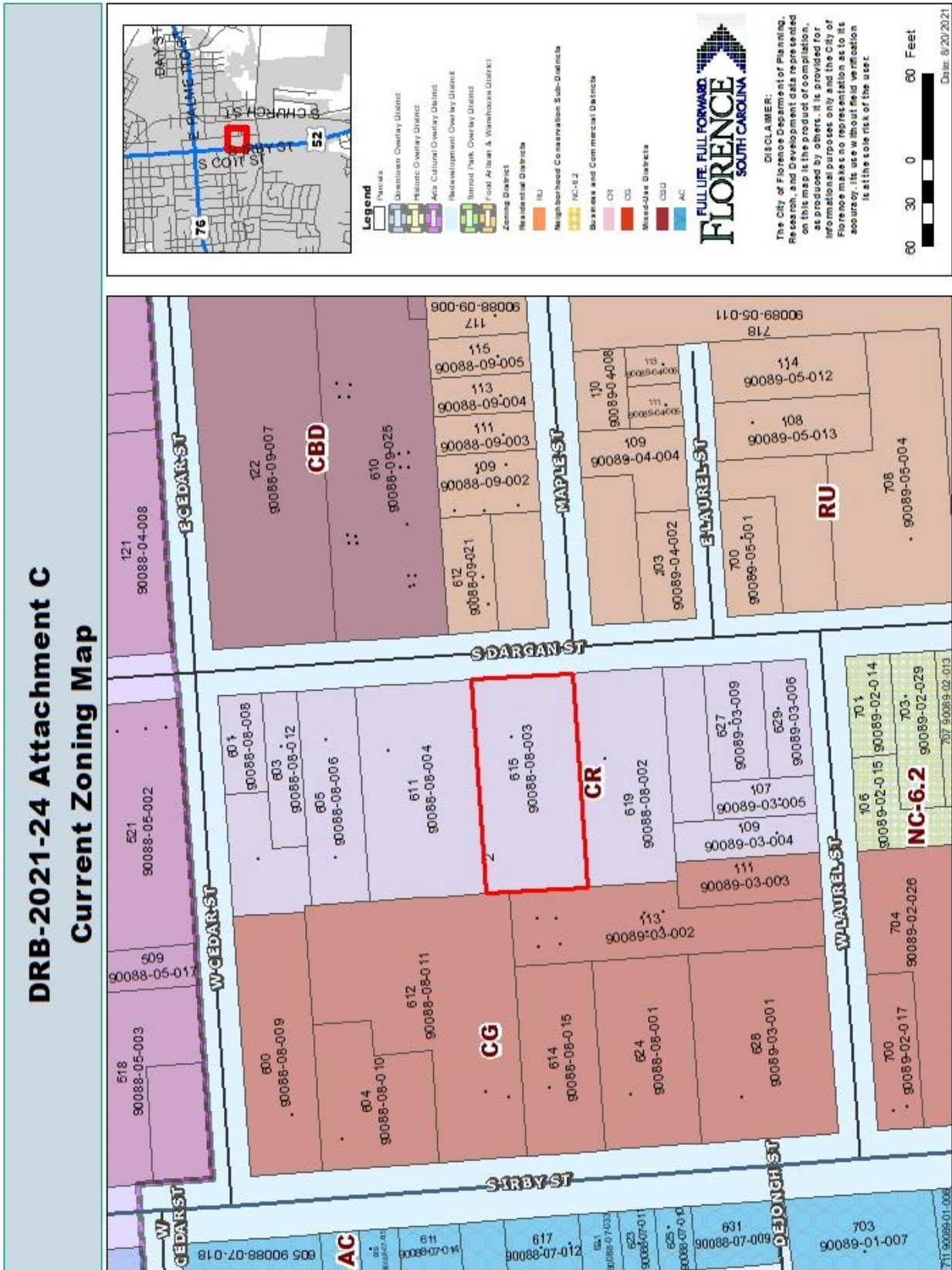
1. Consider only the evidence presented before the board during the public hearing.
2. Make findings of fact to apply the guidelines to the application presently before the board.
3. Based on the findings of fact, make a decision regarding the request on the application.

Attachments

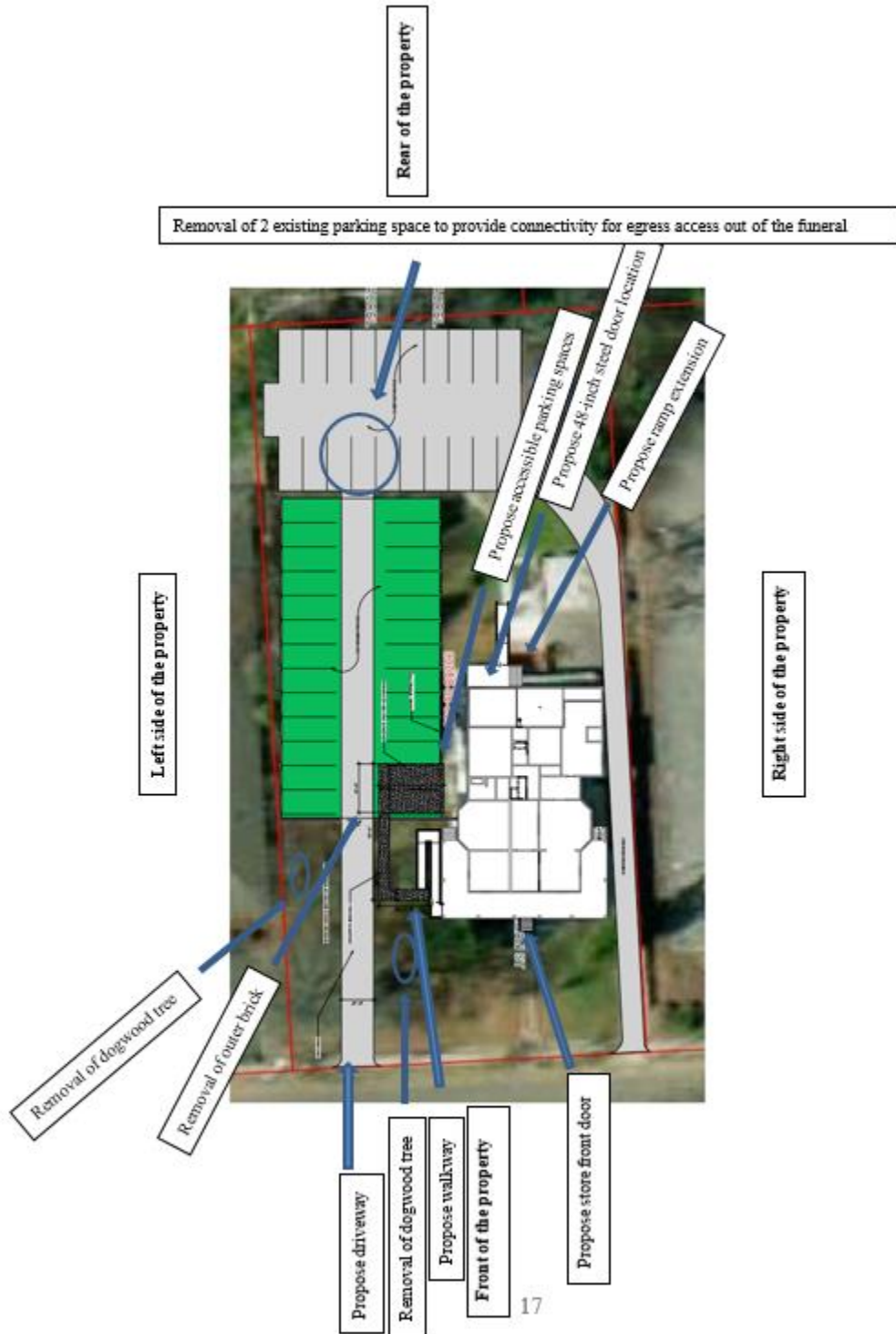
- A. Vicinity Map
- B. Location Map
- C. Zoning Map
- D. Site Plan with proposed changes
- E. Proposed driveway extension on the left side of the property
- F. Dogwood trees to be removed
- G. Brick fence in the rear
- H. Front entrance wooden door and sidelights and the proposed store front door
- I. Rear of the building and proposed steel door
- J. Metal awning to be removed
- K. Accessible parking location
- L. Site Photos
- M. Funeral homes in the vicinity that have ingress/egress access







Attachment D: Site Plan with proposed changes



Attachment E: Proposed driveway on the left side (the proposed driveway of recycled asphalt will go between the orange flags in the upper right of the picture).



Attachment F: Dogwood trees to be removed



Dogwood tree in the front



Dogwood tree on the south side of the property

Attachment G: A picture of the outer brick fence that the applicant wants to remove.



Attachment H: Front entrance with the wooden door and sidelights to be replaced with a commercial store front door:



Wooden door and sidelights



Propose store front door

Attachment I: The rear of the house where the 48-inch steel door is to be installed and the proposed door.



Rear of the property



Picture of the steel door

Attachment J: The metal awning to be removed:



Metal awning

Attachment K: Proposed handicapped accessible parking spaces location (front of the building):



Proposed location of the accessible (two) parking spaces

Attachment L: Site Photos



Front of Funeral Home – 615 South Dargan Street



East side (Front) of Funeral Home Facing South Dargan Street

Attachment M: Funeral homes in the vicinity that have ingress/egress access:



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

DATE: September 8, 2021

CASE NUMBER: DRB-2021-26

LOCATION: 315 Warley Street

TAX MAP NUMBER: 90074-09-018

OWNER OF RECORD: Lorie Lee Jr.

APPLICANT: Lorie Lee Jr.

PROJECT DESCRIPTION: Demolition of an abandoned duplex

OVERLAY DISTRICT: D-4 Timrod Park Overlay District

Project Description

The applicant is seeking a Certificate of Appropriateness (COA) to demolish an abandoned duplex located at 315 Warley Street, Tax Map Parcel 90074-09-018.

Background Information

According to the Florence County Property Card File, the house was built in 1930 and has an area of 1,232 square feet. The property is zoned Neighborhood Conservation-6.3 District (NC-6.3). The principal function of the NC-6.3 district is to protect the character and function of established neighborhoods while providing for a variety of housing types including single-family detached, single-family attached, duplexes, multiplexes, and multifamily. The parcel is less than a quarter of an acre in area (0.17).

The Florence City-County Historical Commission will review this request on September 13, 2021 to see if this property has any historical significance.

Staff Analysis

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. According to *Chapter 6: Timrod Park Residential District Design Guidelines*, the following general guidelines shall be followed, but for this particular request of a complete demolition, they do not apply.

1. The historic and significant character of the property should be retained and preserved; *The request is for a complete demolition of the existing home.*
2. Distinctive features, finishes, and construction techniques or examples that characterize a property should be preserved; *The request is for a complete demolition of the existing home.*
3. For all buildings, aluminum or vinyl siding may not be used unless approved by the Design Review Board; *Not applicable to this project.*

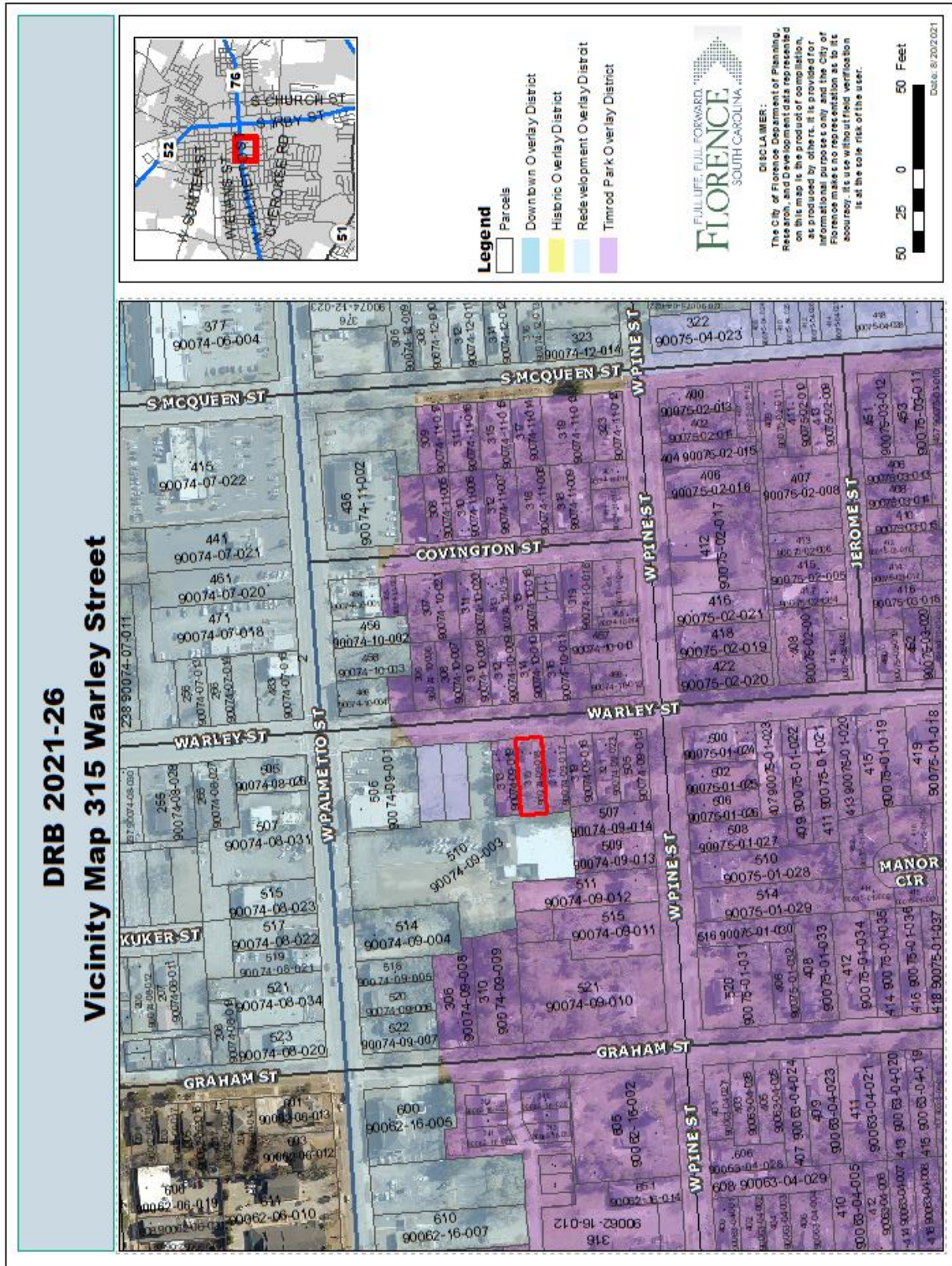
4. Chemical or physical treatments that cause damage to or cover the original materials may not be used unless approved by the Design Review Board; *Not applicable to this project.*
5. New additions and adjacent or related new construction should be undertaken in such a manner that if removed in the future, the essential form and integrity of the original property and its environment would be unimpaired; *Not applicable to this project.*
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; *Not applicable to this project.*
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; *Not applicable to this project.*
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; *According to the applicant, once the property gets approval to be demolished, the applicant plans to sell the property to the Montessori School. The Montessori School is planning to add vegetation and stabilize the property to utilize the site for a garden.*
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; *Not applicable to this project.*
12. When appropriate, the architectural details (colors, materials, and textures) should be compatible with the style and character of surrounding buildings and structures; *Not applicable to this project.*

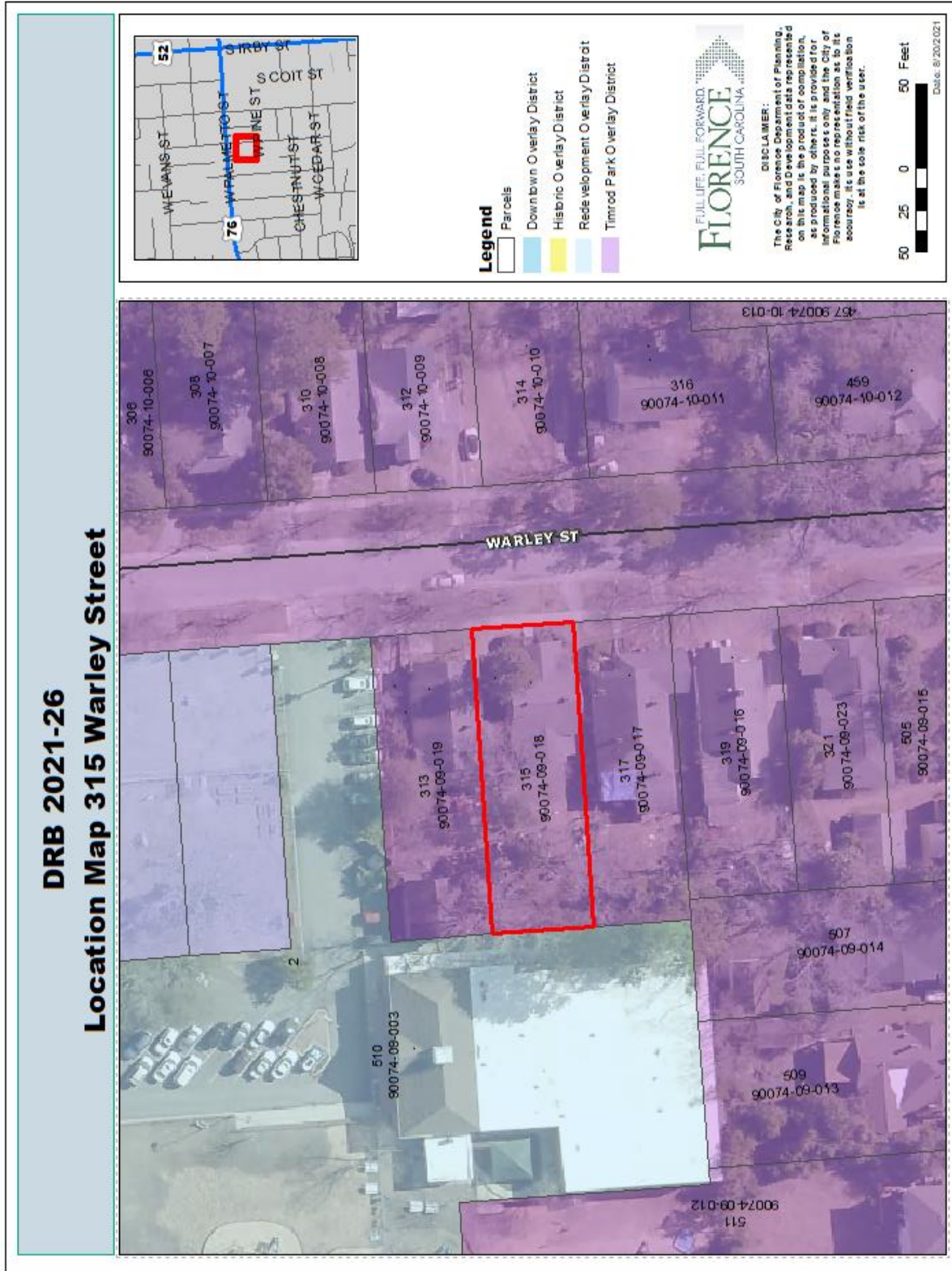
Board Action

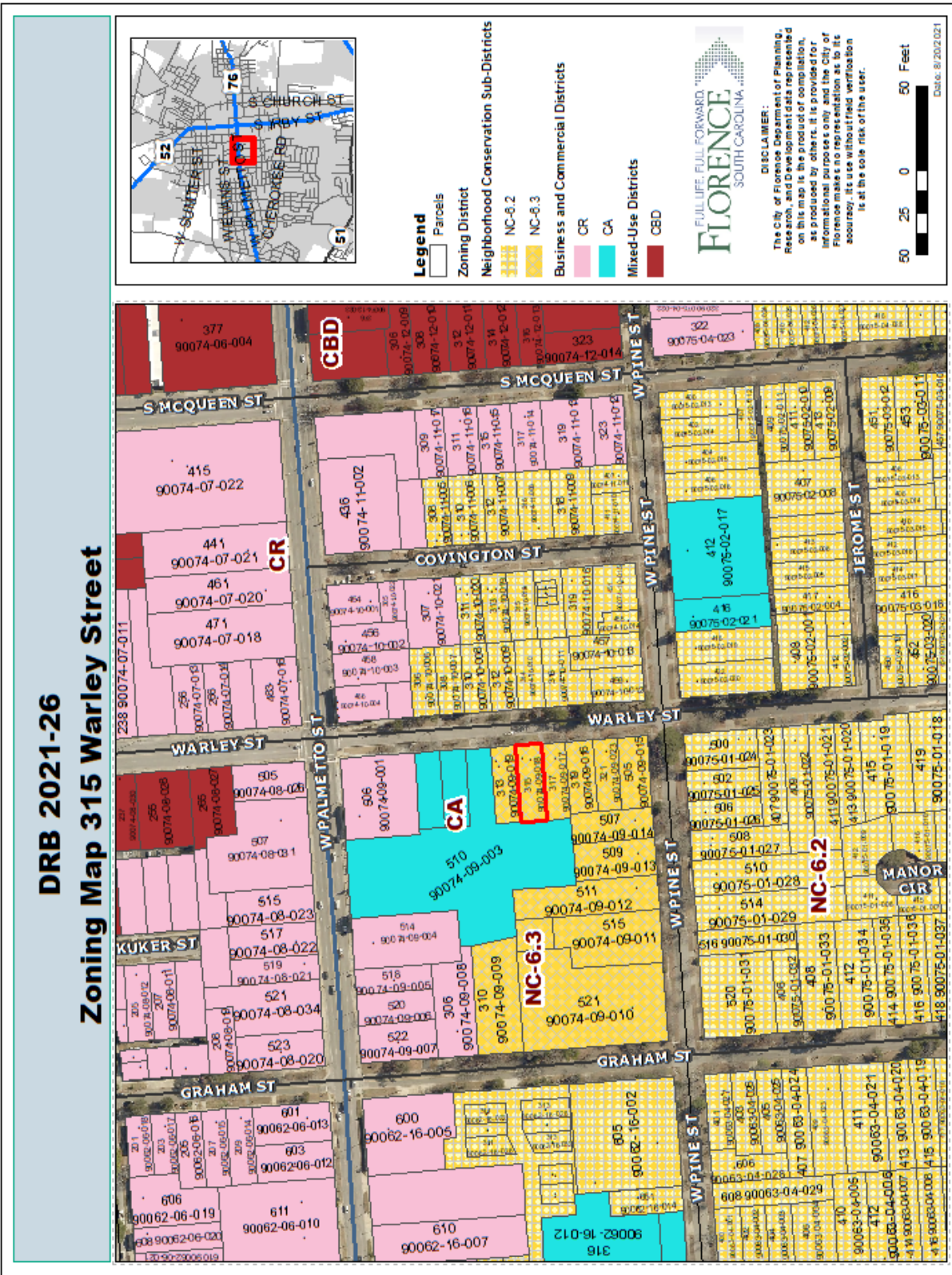
1. Consider only the evidence presented before the board during the public hearing.
2. Make findings of fact to apply the guidelines to the application presently before the board.
3. Based on the findings of fact, make a decision regarding the request for demolition.

Attachments

- A. Vicinity Map
- B. Location Map
- C. Zoning Map
- D. Property Card
- E. Site Photos







Attachment D: Property Card

Date: Aug 19, 2021	Florence County Taxes Inquiry	Time: 08:36
Map/Block/Parcel 90074 09 018	Property Card File	Year 2017 File
<div style="border: 1px solid black; padding: 2px; display: inline-block;">Close This Window</div>		
<pre> FLORENCE COUNTY TAX ASSESSOR Property Card Record for MBP: 90074-09-018 TAX YEAR: 2020 9/19/20 10:18:14 PAGE: 68448 -----PROPERTY LOCATION Address-----PROPERTY BILLING NAME/ADDRESS==== Number: 00315 Suffix: LEE LORIE W JR Street Name: WARLEY ST Street Suffix: City: State: Zip: 00000 0000 604 SANDRA TERRACE District: 110 Land Class: RI RESIDENTIAL IMPROVED FLORENCE 3C29501 Legal Desc: L 17 WARLEY ST Land Characteristic Selections 01 Topography 1 Level 02 Street 1 Paved 03 Utilities 2 Public Water 03 Utilities 3 Public Sewer 03 Utilities 8 Electricity 04 Fronting Traffic 3 Light 05 Ownership 1 Private L A N D Lots: Eff Frontage: 50 Eff Depth: 150 L A N D Gross Acres: Site Value .00 ----- R E S I D E N T I A L MBP: 90074-09-018 BUILDING ID#: 001 SUFFIX#: 000 Building Use Code: RESIDENTIAL 1 FAMILY Age Erected: 1930 Grade: D Story Height: 18 1 STORY Bedrooms: 02 Full Bath: 1 Half Bath: 0 Fireplaces: Heating & Air Conditioning: 3 CENTRAL Total Living Area: 1,232 Exterior Wall Construction: F STUD FRAME 02 SF-METAL/VINYL SID. Ext.Feat.Code: 11 Description: OFF Area: 60 Ext.Feat.Code: 11 Description: OFF Area: 200 Improvement Cost with Additions: .00 Yard/Other Bldg Values: Total Buildings Value: 32,454.8 ----- --- Totals for MBP --- # Buildings: 1 Building Value: 32,454.85 Land Market Value: 10,000.00 Market Acres: .00 Use Acres: .00 Land Use Value: .00 Bld/Land Use Total: 32,454.85 Bld/Land Mar.Total: 42,454.85 6* Bld Value: 0 # of 6* Blds: 0 Rental Acres: 0 Rental Acres Value: 0 Ren.Acres-Mar: 0 Ren.Acres Value-Mar: 0 </pre>		

Attachment E: Site Photos



Front of the property (315 Warley Street)



South and north sides of the property (315 Warley Street)



Rear of the property (315 Warley Street)

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

DATE: September 8, 2021
CASE NUMBER: DRB-2021-27
LOCATION: 181 North Irby Street
TAX MAP NUMBER: 90167-01-008
OWNER OF RECORD: Florence County
APPLICANT: Florence County
PROJECT DESCRIPTION: First Responders Memorial Site
OVERLAY DISTRICT: D-2 Downtown Overlay District

Project Description

The scope of work calls for the construction of a memorial sculpture and fountain in front of the Florence County Judicial Center to commemorate first responders. It will face North Irby Street.

Background Information

The Florence County Judicial Center is a three story building constructed in 2018. It contains offices for a number of county judicial services. It is across the street from the Florence County Complex.

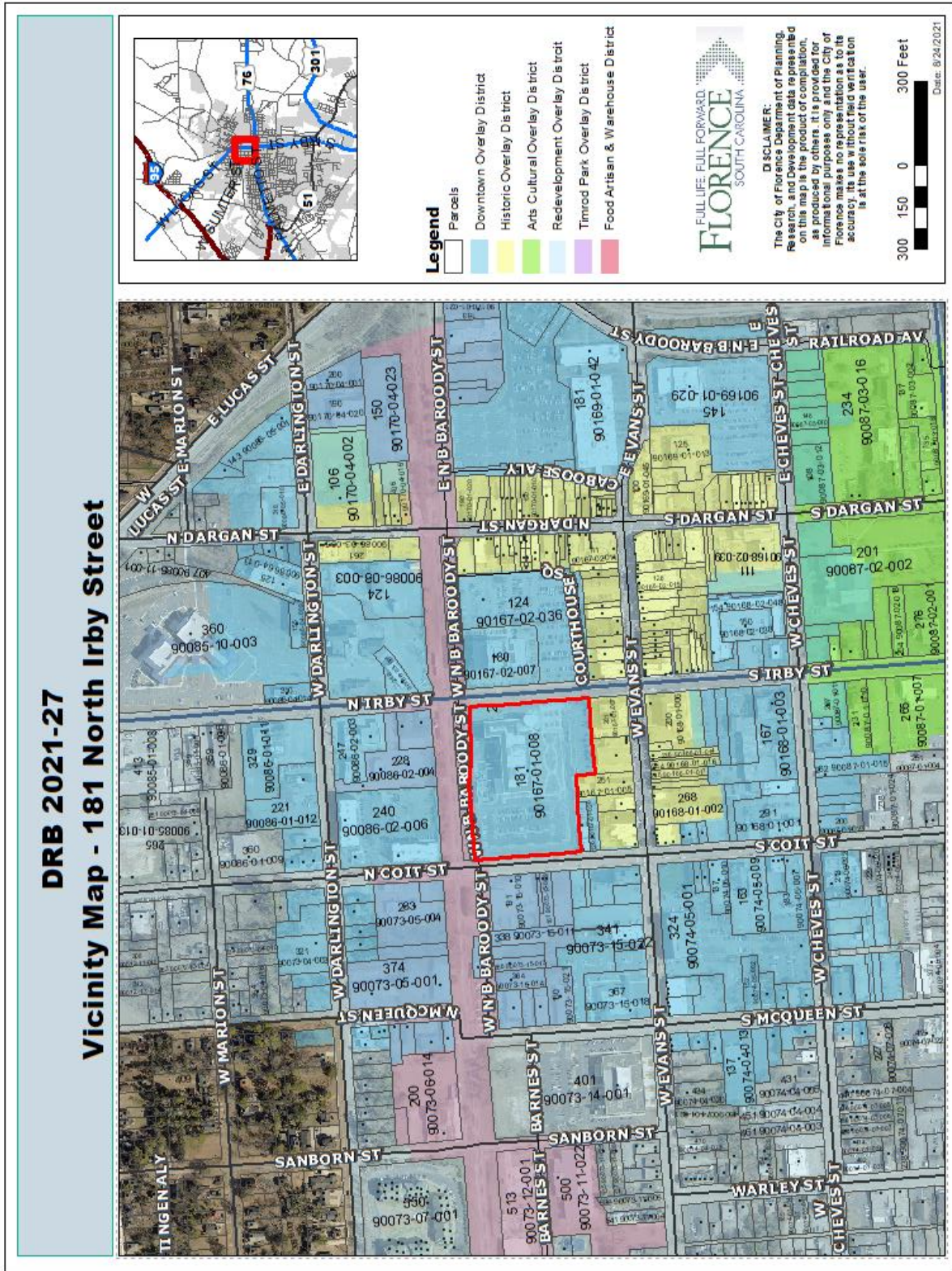
Staff Analysis

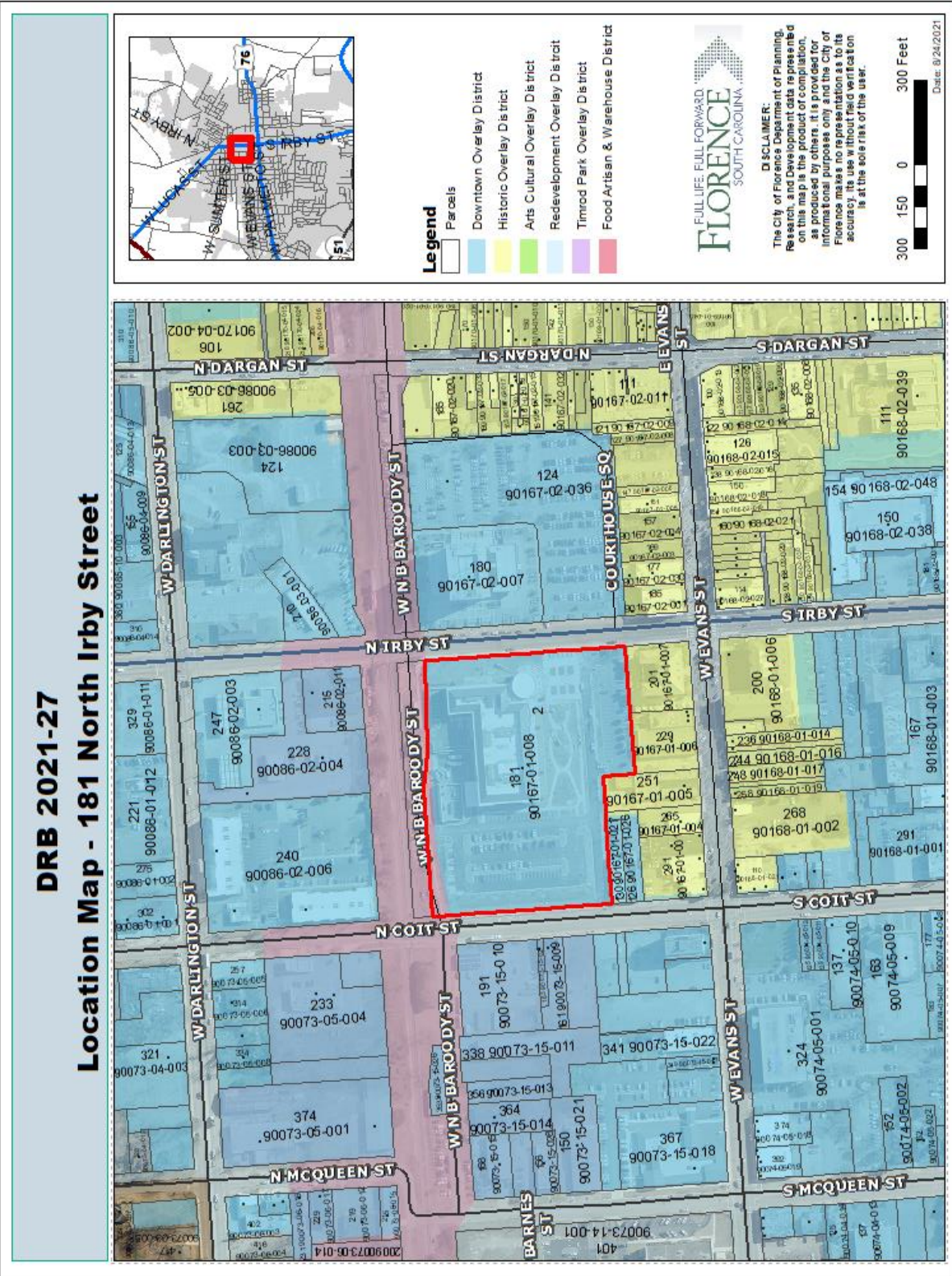
The memorial installation proposed for 181 North Irby Street is exempt from the requirement to obtain a Certificate of Appropriateness per Section 6-21.4.1 C 1 b of the City of Florence *Unified Development Ordinance*. Specifically, the project qualifies as a component of a “major governmental construction project” with total project costs exceeding \$1,000,000. The Design Review Board is being updated as a courtesy.

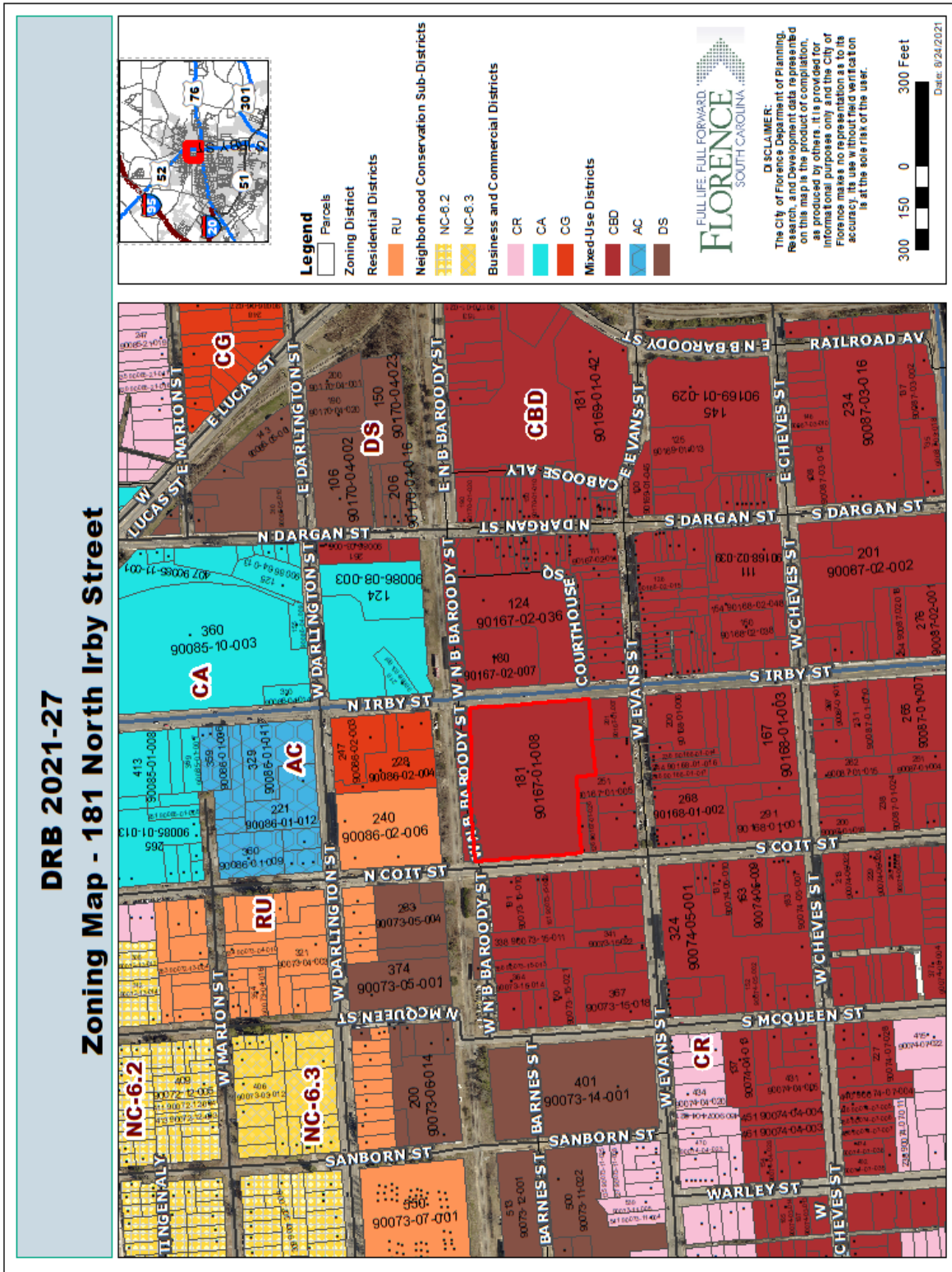
The proposed scope of work complies with the intent of the *Design Guidelines for Downtown Florence*. While a historical building is not being affected, the proposed monument should be considered in the context of the historic district into which it is being placed as to its effect on the character of the area. Since this installation is part of a complex consisting of governmental and commercial buildings of various ages, it appears to be appropriate for its chosen location.

Attachments

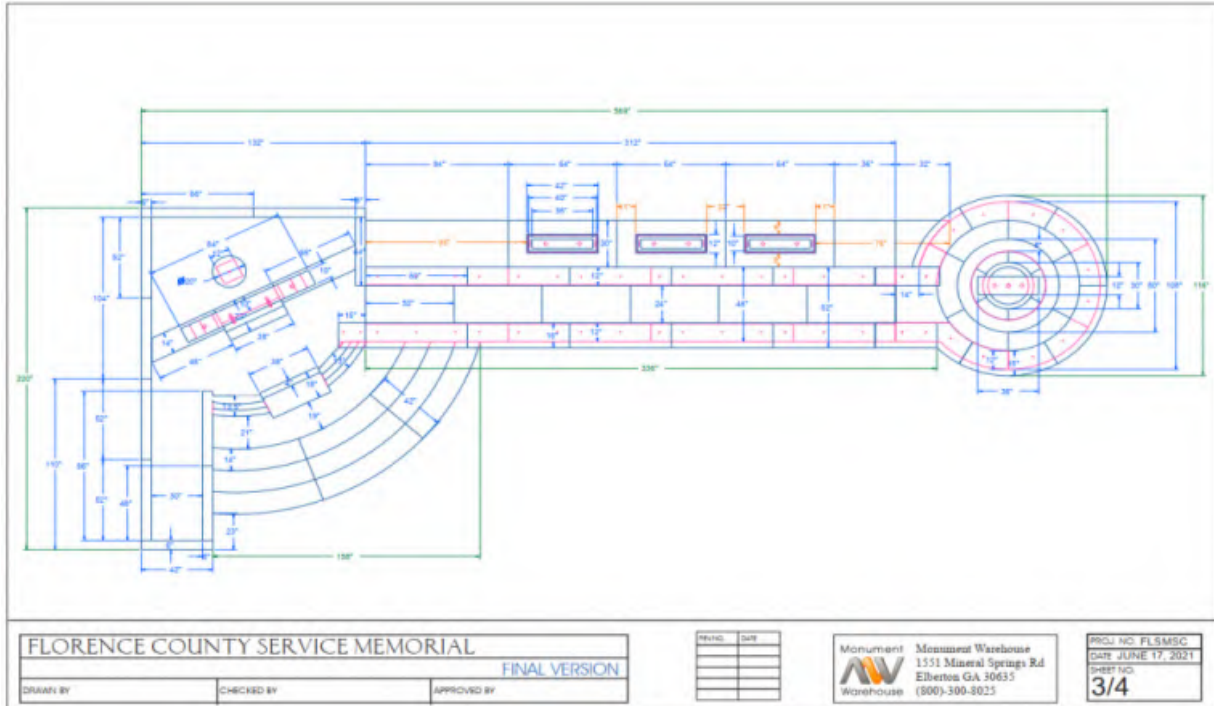
- A. Vicinity Map
- B. Location Map
- C. Zoning Map
- D. Site Plan
- E. Renderings of Memorial







Attachment D: Site Plan



Attachment E: Renderings of Memorial



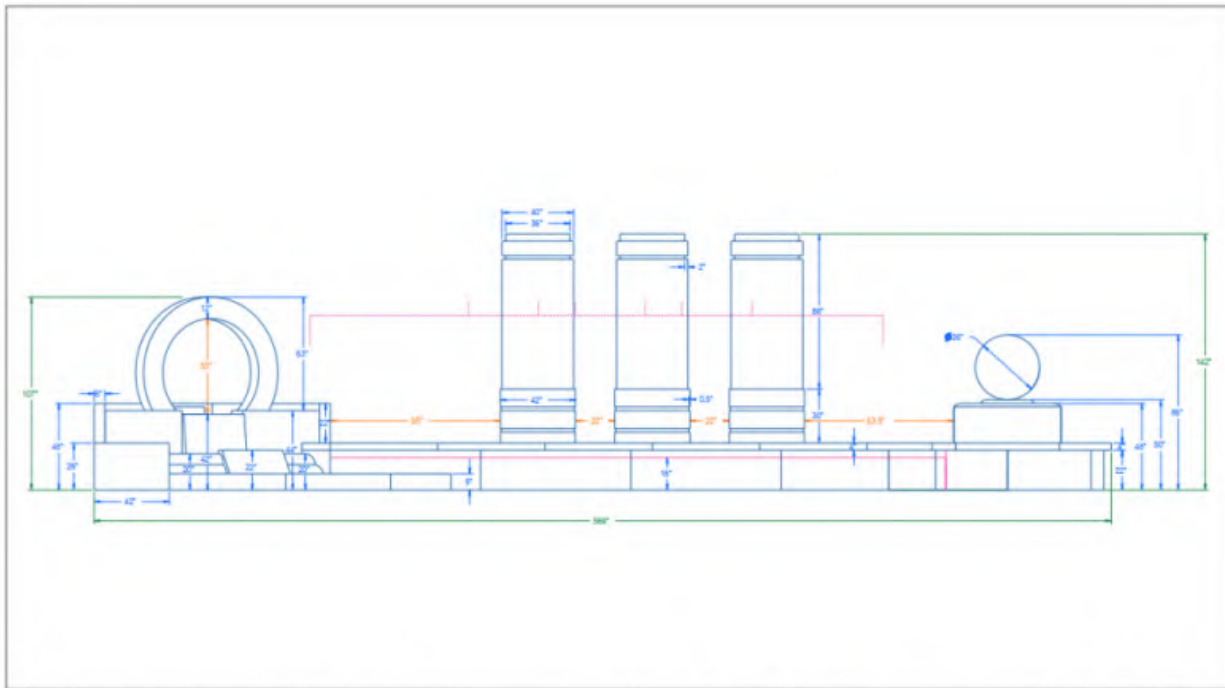


FLORENCE COUNTY SERVICE MEMORIAL		
FINAL VERSION		
DRAWN BY	CHECKED BY	APPROVED BY

REVISION	DATE

Monument Warehouse
 1551 Mineral Springs Rd
 Elberton GA 30635
 (800)-300-8025

PROJ. NO. FLSMSC
DATE JUNE 17, 2021
SHEET NO.
2/4



FLORENCE COUNTY SERVICE MEMORIAL		
FINAL VERSION		
DRAWN BY	CHECKED BY	APPROVED BY

REVISION	DATE

Monument Warehouse
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 Elberton GA 30635
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PROJ. NO. FLSMSC
DATE JUNE 17, 2021
SHEET NO.
4/4