

CITY OF FLORENCE, SOUTH CAROLINA
DESIGN REVIEW BOARD
DECEMBER 14, 2022 AGENDA

I. Call to Order

II. Approval of Minutes Regular meeting held on October 12, 2022
(no meeting held on November 9, 2022)

III. Approval of 2023 Meeting Dates

January 11	April 12	July 12	October 11
February 8	May 10	August 9	November 8
March 8	June 14	September 13	December 13

IV. Public Hearing and Matter in Position for Action

DRB-2022-38 Request for a Certificate of Appropriateness for complete demolition of the house located at 472 West Darlington Street, Tax Map Number 90073-06-010 in the D-1 Redevelopment Overlay District.

V. Public Hearing and Matter in Position for Action

DRB-2022-39 Request for a Certificate of Appropriateness for a wall sign on the business located at 160 South Dargan Street, Tax Map Number 90169-01-021 in the H-1 Historic Overlay District.

VI. Adjournment Next meeting is scheduled for January 11, 2023.

CITY OF FLORENCE, SOUTH CAROLINA
DESIGN REVIEW BOARD
OCTOBER 12, 2022 MINUTES

MEMBERS PRESENT: Jamie Carsten, Scott Collins, Erik Healy, Joey McMillan, Mike Padgett, and Ranny Starnes

MEMBERS ABSENT: Brice Elvington, Jay Ham, John Keith, and David Tedder

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

CALL TO ORDER: Chairman Carsten called the October 12, 2022 meeting to order at 10:02 a.m. The meeting time was changed for this meeting only due to participation of several members in a charity golf event this afternoon.

APPROVAL OF MINUTES: Chairman Carsten introduced the September 14, 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. McMillan moved that they be approved; Ms. Starnes seconded the motion, and it passed unanimously (6-0).

PUBLIC HEARINGS AND MATTERS IN POSITION FOR ACTION:

DRB-2022-32 Review of proposed amendments to the Design Guidelines for Downtown Florence, South Carolina.

Chairman Carsten read the introduction to DRB-2022-32 and asked staff for their report. Mrs. Zlotnicki gave the staff report as submitted to the Design Review Board. She explained that these were the formal amendments to the Design Guidelines and *Unified Development Ordinance* proposed by the Board at prior meetings. They then go to Planning Commission and City Council for approval. The amendments address the cost thresholds for administrative Certificates of Appropriateness as well as application fees and appropriate security measures.

Mr. Collins clarified that the Board is in favor of the \$200 application fee as a punitive cost, but they also want to clarify that approval isn't automatic if the work has already been done; he wants applicants to understand that any unapproved work is done at their own risk. Mr. Collins said that the Board should be stronger about not approving work that wouldn't be approved if it hadn't already been done. Mr. Padgett asked about educating the public because there are a lot of repeat offenders, and he talked about what else could be done to discourage people from working without a COA. Mr. Collins asked that a sentence be added to emphasize the importance of getting permission before doing the work. Mr. Dudley agreed that it was appropriate since it's a codes issue.

Regarding security measures on windows, Mr. Padgett asked about putting bars or rolldown shades on the inside of the windows. Mr. Collins pointed out that blinds or shades on the inside wouldn't be considered blight, and that this had a similar visual impact. When the blinds or bars are on the outside is when it has the bigger impact. He asked about the term "decorative" to describe permitted bars on windows on the rear of the building. The Board decided to remove the terms "decorative" and "period" from the description, but to leave in the requirement to come to the Board with any security bar proposals.

Mr. Padgett then proposed that vinyl windows and doors and metal doors that match in style be permitted administratively. Mr. Dudley asked if he meant for residential, not commercial. Mr. Padgett said yes, residential. Mr. Collins agreed that new materials were appropriate if they looked like the originals. The Board agreed they wanted to require applicants to come to them for vinyl siding, but windows and doors that look like the originals can be administratively approved by staff. Same for roofs that are the same color, and they're okay with staff approving shingle to metal roofs if the color is appropriate.

There being no further questions for staff, and no one present for the public hearing, Chairman Carsten closed the public hearing and called for a motion.

Mr. McMillan moved to approve the amendments as presented; Mr. Padgett seconded the motion, and the vote to approve passed unanimously (6-0).

DRB-2022-34 Request for a Certificate of Appropriateness for new wall signs to be located at 221 Cherokee Road, Tax Map Number 90089-01-001 in the D-1 Redevelopment Overlay District.

Chairman Carsten read the introduction to DRB-2022-34 and asked staff for their report. Mrs. Zlotnicki gave the staff report as submitted to the Design Review Board. The request is to approve the interior lit signs as well as the excess number of signs at the Piggly Wiggly store. Mr. McMillan informed the Board that he owns adjacent property and Woody Nelson is his cousin by marriage.

Chairman Carsten asked Mrs. Zlotnicki if these were all new signs; she said that they were reusing the name and two pig head signs; they wanted to add two more signs to identify the new sections of the store but that the style of the new signs was consistent with the original signage.

There being no other 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. Healy moved to approve the request as submitted. Mr. Padgett seconded the motion, and the vote to approve the request passed unanimously (6-0).

DRB-2022-35 Request for a Certificate of Appropriateness for a new monument sign to be located at 125 East Cheves Street, Tax Map Number 90169-01-013 in the H-1 Historic Overlay District.

Chairman Carsten read the introduction to DRB-2022-35 and asked staff for their report. Mrs. Zlotnicki gave the staff report as submitted to the Design Review Board.

There being no questions for staff, Chairman Carsten opened the public hearing. Theresa Wilson from Pee Dee Mental Health said that they wanted the sign to identify their 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. McMillan moved to approve the request as submitted. Ms. Starnes seconded the motion, and the vote to approve the request passed unanimously (6-0).

DRB-2022-36 Request for a Certificate of Appropriateness for a new single family house to be located at 323 South McQueen Street, Tax Map Number 90074-11-012 in the D-4 Timrod Park Overlay District.

Chairman Carsten read the introduction to DRB-2022-36 and asked staff for their report. Mr. Johnston gave the staff report as submitted to the Design Review Board.

Mr. Collins asked if the board and batten siding proposed for the new house was vinyl. The applicant, Mr. Wayne Sturkie said it is vinyl. Mr. McMillan asked about the front setback. Mr. Johnston said it varies in the neighborhood. Mr. Collins asked if there were other houses in the area with vinyl siding. Mr. Johnston quoted the Design Guidelines regarding that commercial buildings need DRB approval for vinyl siding. Mr. Dudley said that it wasn't specific for Timrod Park, but it talks about matching the character of the area, and in Timrod Park the majority of houses have wooden siding, but in recent years they have been replaced with vinyl products. Mr. Collins asked if all the other parts on the new house would be vinyl as well; Mr. Sturkie said they would be. He said that's standard for the industry. Mr. McMillan and Mr. Collins both said they don't have a problem with the upper scale vinyl as long as it doesn't take over the neighborhood.

There being no other questions for staff, Chairman Carsten opened the public hearing. 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. McMillan moved to approve the request as submitted. Mr. Collins seconded the motion, and the vote to approve the request passed unanimously (6-0).

DRB-2022-37 Request for a Certificate of Appropriateness for façade modifications to the building located at 130 ½ South Irby Street, Tax Map Number 90168-02-030 in the H-1 Historic Overlay District.

Chairman Carsten read the introduction to DRB-2022-37 and asked staff for their report. Mr. Johnston 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, including the blue color of the awning. Ms. Starnes seconded the motion, and the vote to approve the request passed unanimously (6-0).

Mr. McMillan asked about informing people when they get a business license about getting approval for signs; Mr. Dudley said that staff already generally tries to have that conversation with applicants.

ADJOURNMENT: Chairman Carsten adjourned the meeting at 10:45 a.m. The next meeting is scheduled for October 12, 2022 at 2:00 p.m.

Respectfully submitted by
Alane Zlotnicki, AICP
Senior Planner

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

DATE: December 14, 2022

CASE NUMBER: DRB-2022-38

LOCATION: 472 West Darlington Street

TAX MAP NUMBER: 90073-06-010

OWNER OF RECORD: The City of Florence

APPLICANT: The City of Florence

OVERLAY DISTRICT: D-1 Redevelopment Overlay District

Project Description

The applicant is seeking a Certificate of Appropriateness (COA) to demolish a house.

Background Information

The City of Florence has purchased the parcel adjacent to the City Center Farmers Market and wants to remove the overgrown, dilapidated house.

The Florence City-County Historical Commission will review this request at their regular meeting on December 12, 2022.

Staff Analysis

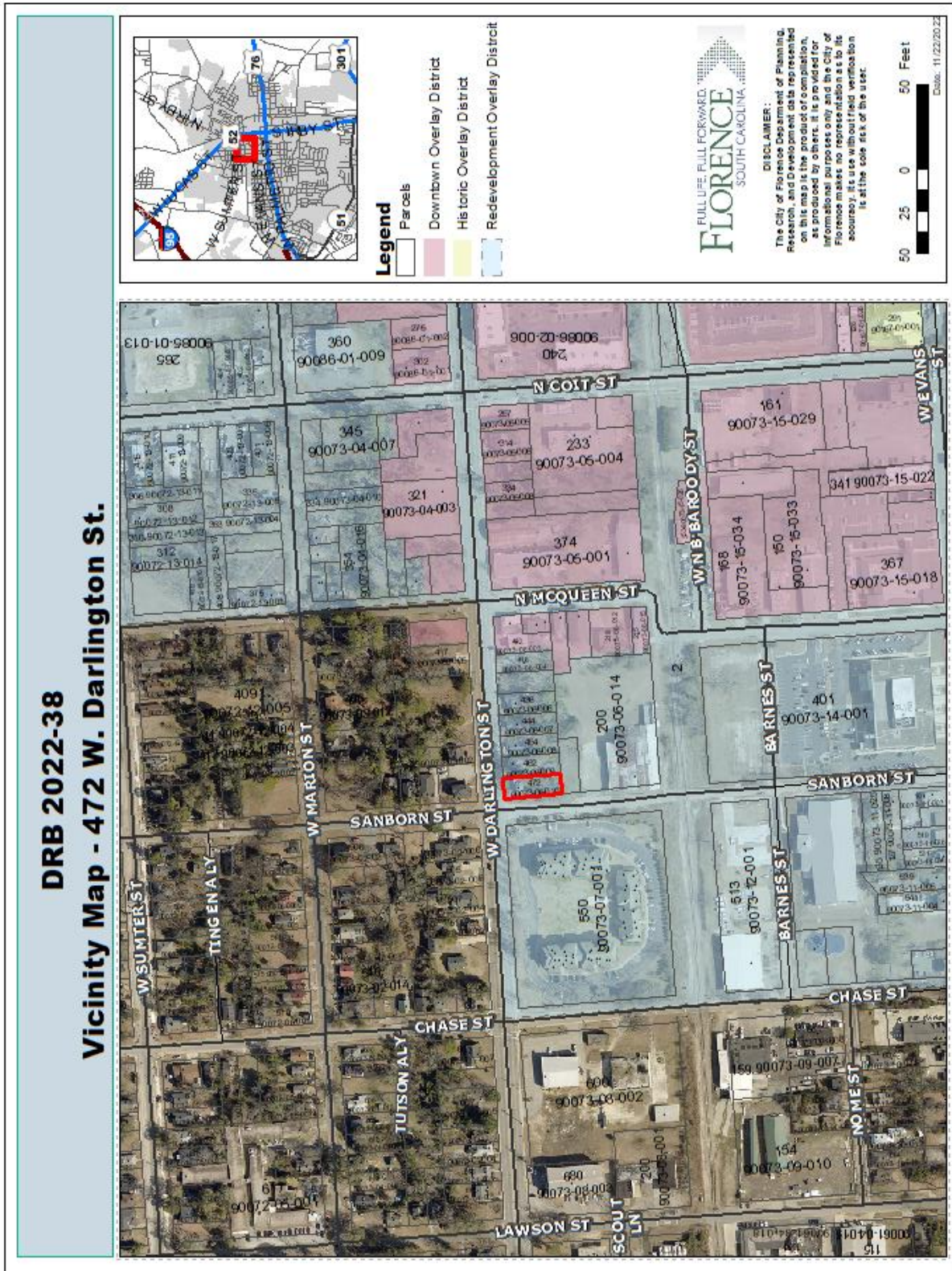
In considering the issue of appropriateness, the Design Review Board and the Downtown Planning Coordinator shall use the *Design Guidelines for Downtown Florence, South Carolina* prepared by Allison Platt & Associates and Hunter Interests Inc., as adopted by Florence City Council. Because this request is for a complete demolition, they do not apply.

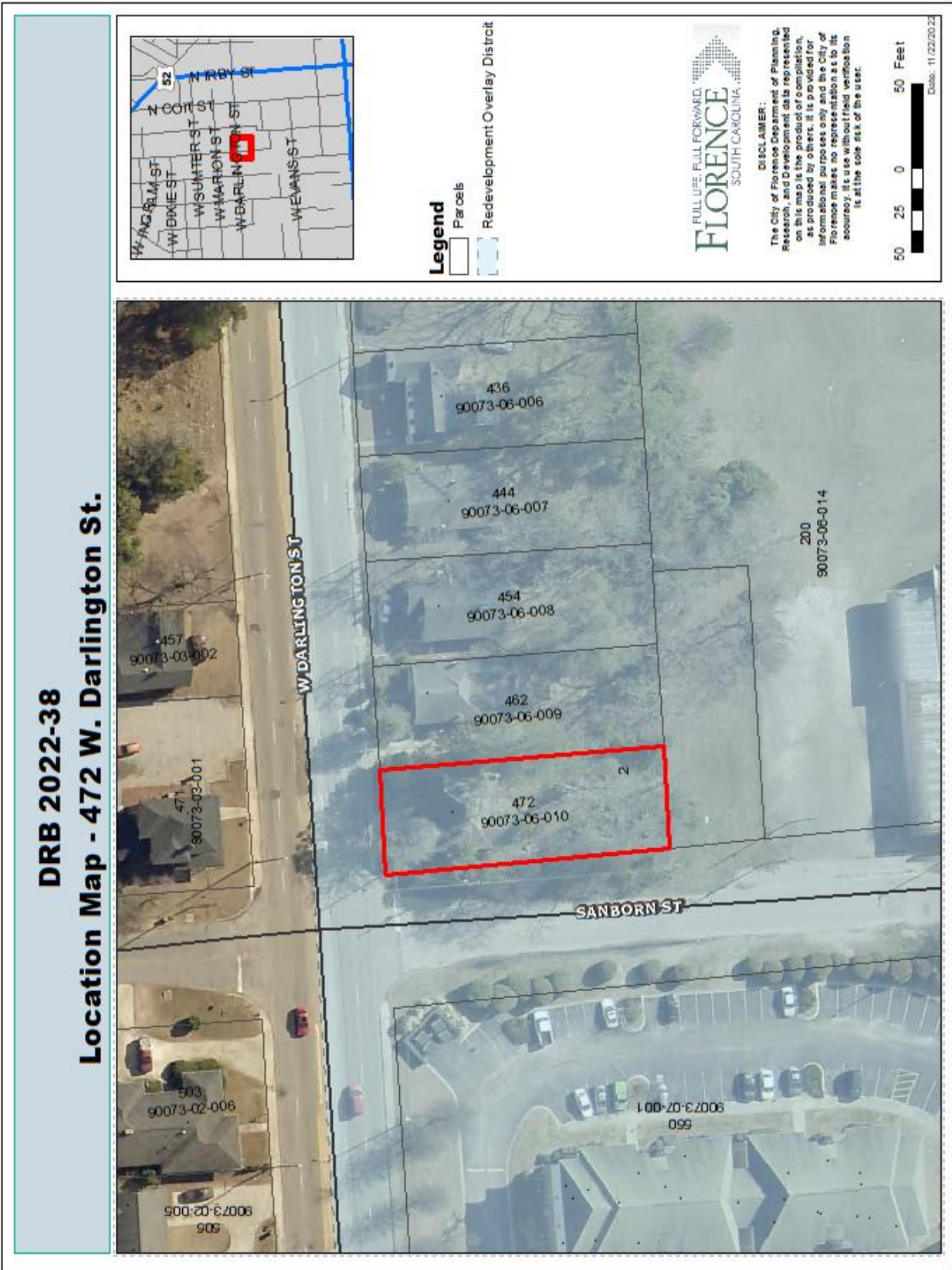
Board Action

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.

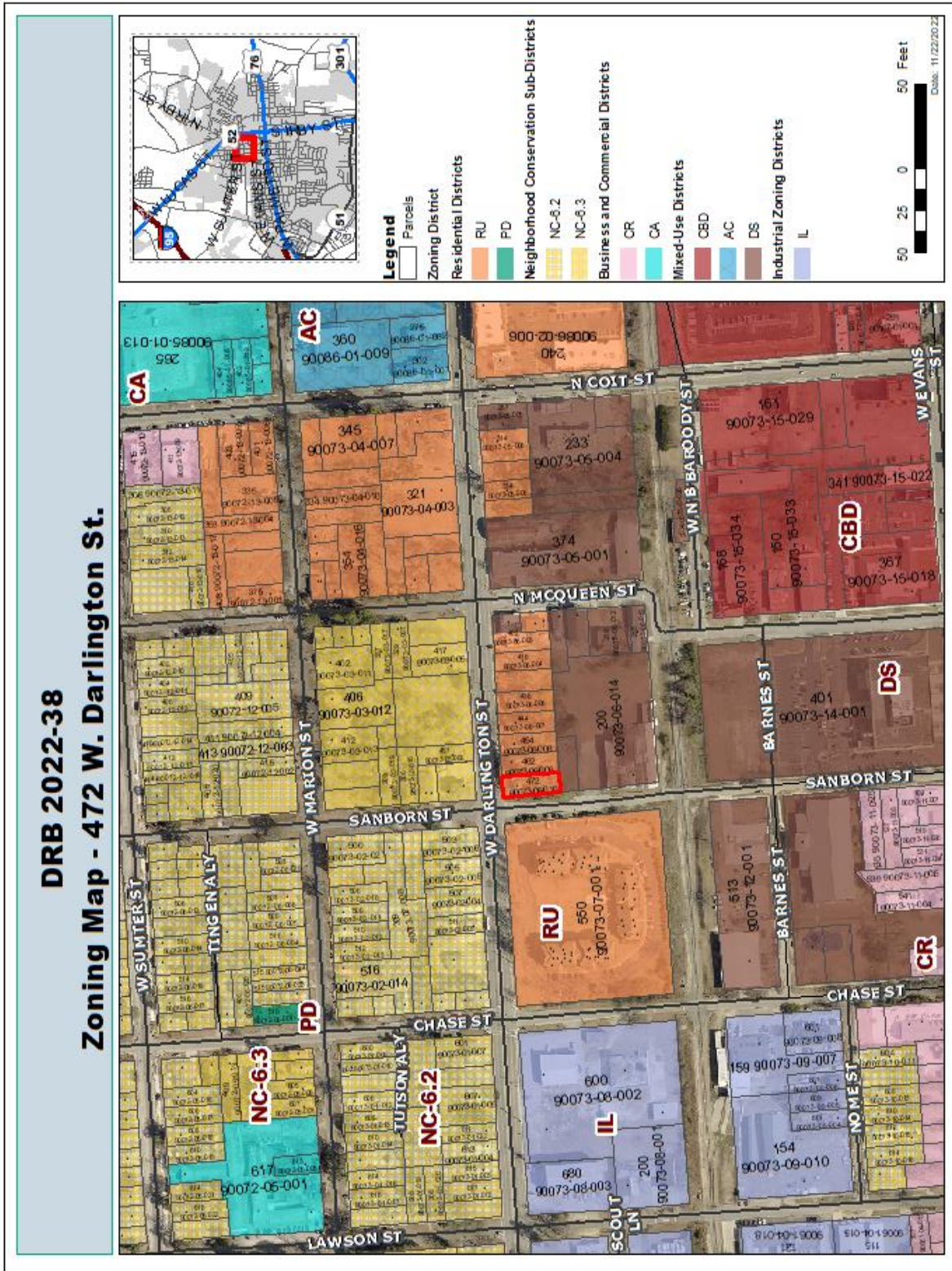
Attachments

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





Attachment C: Zoning Map



Attachment D: Property Card

Date: Oct 31, 2022	Florence County Taxes Inquiry	Time: 13:39
Map/Block/Parcel 90073 06 010	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: 90073-06-010 TAX YEAR: 2022 9/17/22 12:38:29 PAGE: 69449 ----- PROPERTY LOCATION Address ----- PROPERTY BILLING NAME/ADDRESS === Number: 00472 Suffix: Street Name: DARLINGTON ST Street Suffix: City: State: Zip: 00000 0000 472 W DARLINGTON ST District: 110 Land Class: RI RESIDENTIAL IMPROVED FLORENCE SC29501 Legal Desc: W DARLINGTON LOT 5-E 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 1 Private L A N D Lots: Regular Lot Eff Frontage: 55 Eff Depth: 150 ----- R E S I D E N T I A L MBP: 90073-06-010 BUILDING ID#: 001 SUFFIX#: 000 Building Use Code: RESIDENTIAL 1 FAMILY Age Erected: 1933 Grade: D Story Height: 15 1 STORY Bedrooms: 02 Full Bath: 1 Half Bath: 0 Fireplaces: Heating & Air Conditioning: 2 UNITS Total Living Area: 1,719 Exterior Wall Construction: F STUD FRAME 02 SF-METAL/VINYL SID. Ext.Feat.Code: 11 Description: OFP Area: 258 Improvement Cost with Additions: .00 Yard/Other Bldg Values: +NH#: 3} Total Buildings Value: 22,042.6 ----- --- Totals for MBP --- # Buildings: 1 Building Value: 22,042.67 Land Market Value: 4,125.00 Market Acres: .00 Use Acres: .00 Land Use Value: .00 Bld/Land Use Total: 22,042.67 Bld/Land Mar.Total: 26,167.67 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





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

DATE: December 14, 2022
CASE NUMBER: DRB-2022-39
LOCATION: 160 South Dargan Street
TAX MAP NUMBER: 90169-01-021
OWNER OF RECORD: Coffea Enterprises, LLC
APPLICANT: August Langley
PROJECT DESCRIPTION: Wall Sign
OVERLAY DISTRICT: H-1 Historic Overlay District
ZONING DESIGNATION: Central Business District

Project Description

The applicant is seeking a Certificate of Appropriateness (COA) to install a wall sign onto the front of the building located at 160 South Dargan Street on Tax Map Parcel 90169-01-021. The flat metal sign is 8 feet wide and 4 feet tall, for a total area of 32 square feet.

Background Information

The applicant is asking for a wall sign to better identify the location of Lula’s Coffee Company, a local coffee shop. The only signage in place currently consists of vinyl window signs on the two doors.

Staff Analysis

From Chapter 4 of the *Design Guidelines for downtown Florence, SC*:

Business signage

The following materials are recommended:

- Wood (carved, sandblasted, etched, and properly sealed, primed, and painted or stained)
- Metal (formed, etched, cast, engraved, and properly primed and painted or factory coated to protect against corrosion)
- High density pre-formed foam or similar material. New materials may be appropriate if properly designed in a manner consistent with these guidelines and painted or otherwise finished to complement the architecture
- Custom neon tubing, in the form of graphics or lettering, may be incorporated into several of the above permitted sign types.
- Sign material should be compatible with the design of the face of the façade where it is to be placed.

Flashing signs are not permitted. Back-lit and internally lit signs may be used if approved by the Design Review Board and will be allowed only when they complement the existing façade and surrounding structures and are consistent with the objectives of the Design Guidelines.

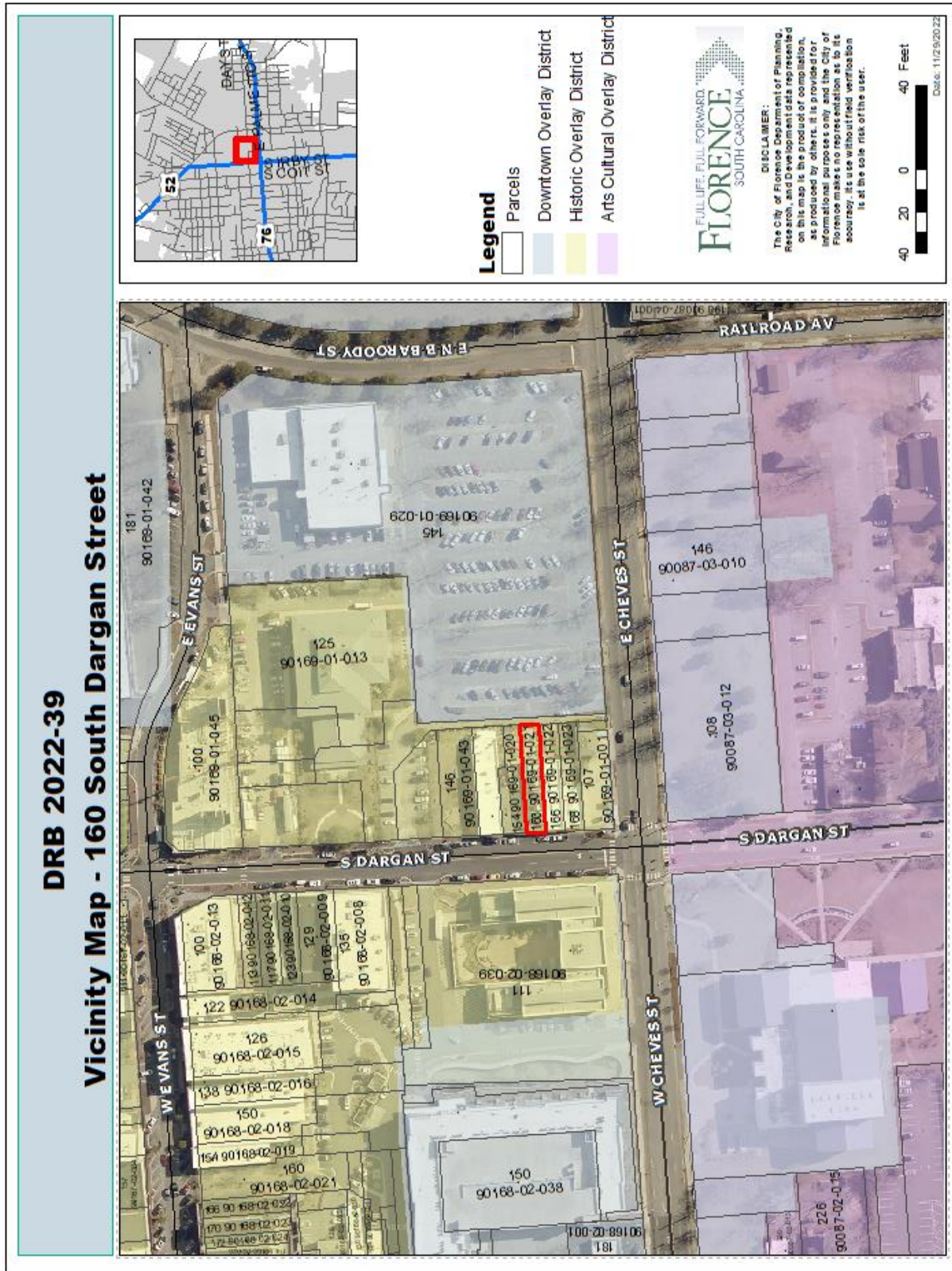
In the Central Business zoning district, up to two wall signs with a combined area of up to 25% of the front façade of the building are permitted. This sign meets the district size limit and is made of metal. However, it is not formed, cast, or engraved. No lighting has been proposed.

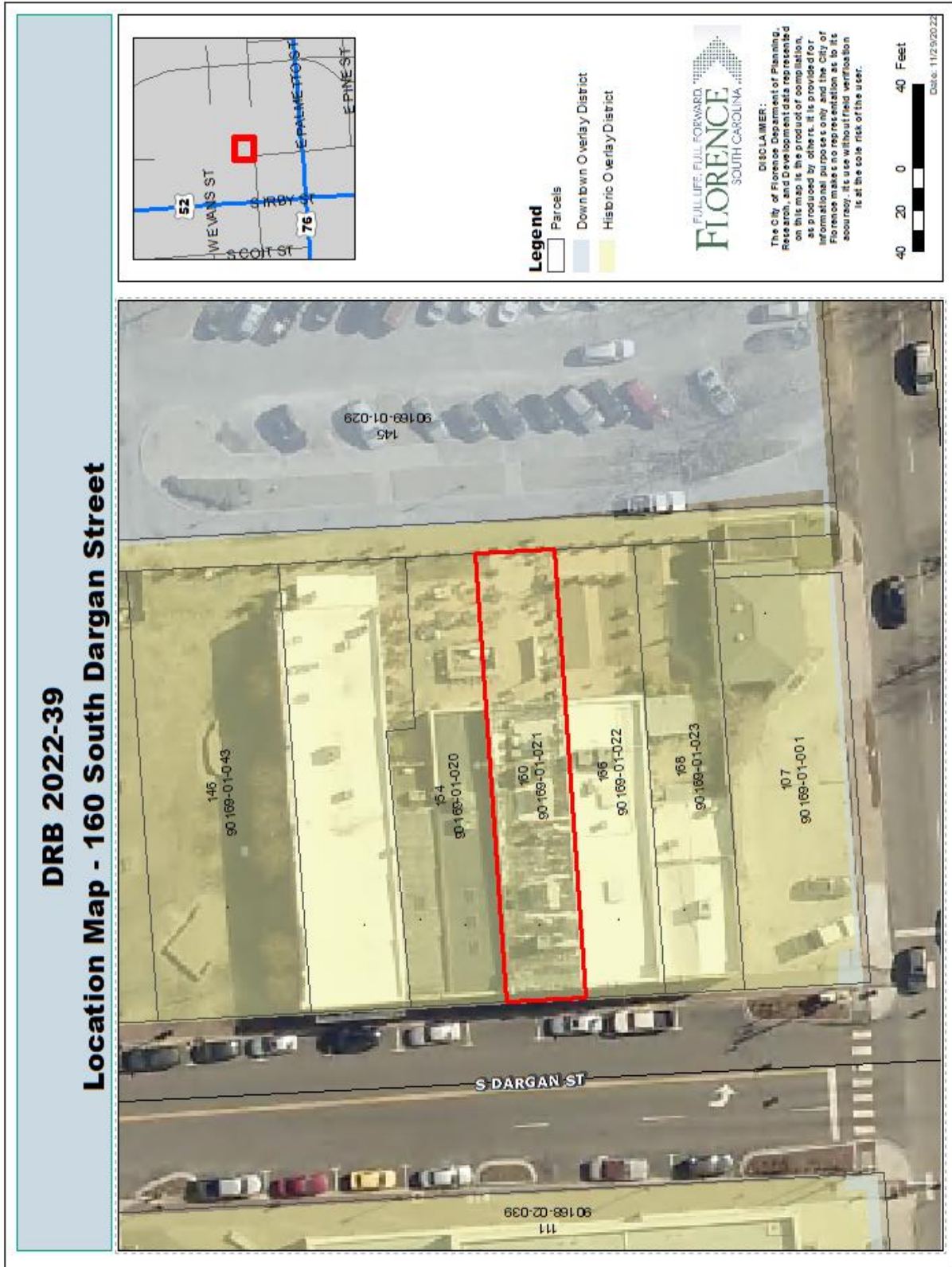
Board Action

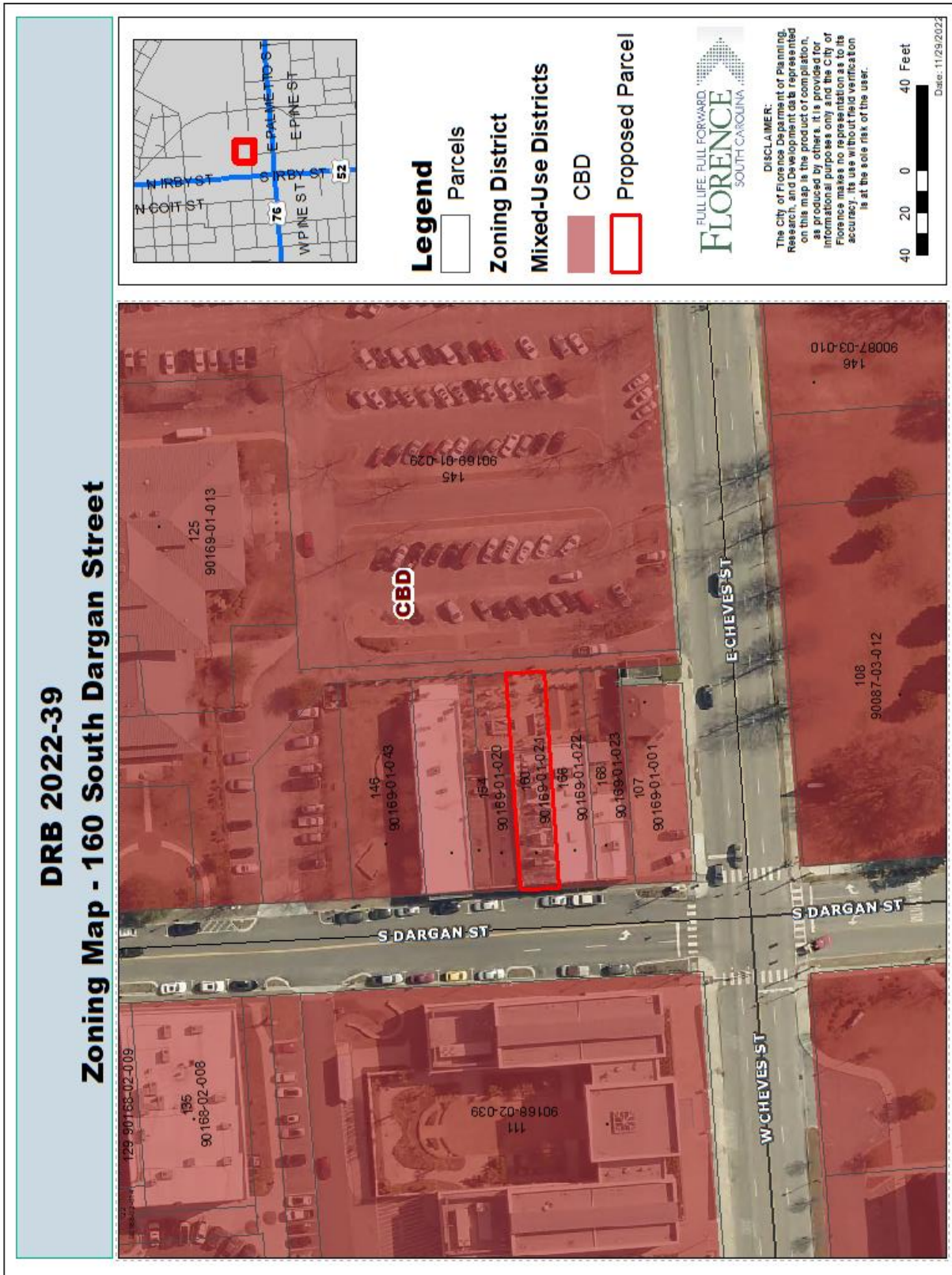
1. Consider only the evidence presented before the board during the public hearing.
2. Make findings of fact to apply the guidelines to the application presently before the board.
3. Based on the findings of fact, make a decision regarding the request on the application.

Attachments


- A. Vicinity Map
- B. Location Map
- C. Zoning Map
- D. Sign Rendering







Attachment D: Sign Rendering

	SIGNS LTD. LAKE CITY, SC	843.394.2542 WWW.SIGNSLTD.COM	Owner Kenny Sauls	PROJECT PROOF SHEET	
				CLIENT: <u>Lula's</u>	DATE: <u>Nov. 2022</u>
					
PROJECT: <u>4ft x 8ft Metal Building Sign</u>			PROOF#: <u>1a</u>		
SALES CONTACT: <u>Kenny Sauls</u>		DESIGN BY: <u>Jessica Harris</u>			
<p>PLEASE CAREFULLY LOOK OVER PROOFS BEFORE SIGNING APPROVAL!</p> <p>Please be sure to double check the design, colors, sizes, spelling/grammar, any logos, and over all layout/design before approving artwork. Signs LTD. is not responsible for any corrections, changes, or errors on produced work that has been proofed and signed off on.</p> <p>APPROVED BY: _____ DATE: _____</p>					