



**TOWN OF FORT MILL  
HISTORIC REVIEW BOARD MEETING**

**March 27, 2014  
112 Confederate Street  
4:00 PM**

**AGENDA**

**CALL TO ORDER**

**INTRODUCTION OF NEW BOARD MEMBERS**

**APPROVAL OF MINUTES**

1. HRB Meeting: June 13, 2013 *[Page 2]*
2. HRB Meeting: September 24, 2013 *[Page 3]*

**NEW BUSINESS**

1. Request for Certificate of Appropriateness *[Pages 4-7]*

Applicant Name:	Candace Windell (The Clebourne House)
Property Address:	138 Clebourne Street
Purpose:	Installation of 6' white vinyl privacy fence
Zoning:	LC with Historic Overlay

**ADJOURN**

**MINUTES  
TOWN OF FORT MILL  
HISTORICAL REVIEW BOARD  
June 13, 2013  
4:00 PM**

Present: Chairman Barry Mack, Melissa White, Carolyn Blair, Phyllis Carswell, Clerk Beachum,  
Assistant Manager/Planning Director Joe Cronin

Absent: Chip Heemsoth

Guests: Shelley Woodward

Chairman Mack called the meeting to order at 4pm and welcomed everyone.

1. **Requests from Pucker Butt Pepper Company at 235 Main Street to Improve Exterior Appearance:** Shelley Woodward with Pucker Butt Pepper Company spoke to inform the Board of what improvements they'd like to do, which include recovering the existing awning with black canvas, paint the storefront walls in deep, chili pepper-red with the door being black, apply the address (235) to the door, hang signage that features black backing with white lettering, and apply logos to two front windows. Ms. Blair made a motion to approve all of the requests, with a second by Mrs. Carswell. Motion approved with a 4-0 vote.
  
2. **Request from Colony Builders for Roof Replacement at 111 Clebourne Street:** Assistant Manager/Planning Director Cronin stated the original shingles used on the building have been discontinued and they are wanting to use a lighter gray. Ms. Blair made a motion to approve the request with a second by Mrs. White. Motion approved with a 4-0 vote.

There being no further business the meeting adjourned at 4:14pm.

Respectfully submitted,

April Beachum  
Town Clerk

Joe Cronin  
Asst. Manager/Planning Director

**MINUTES  
TOWN OF FORT MILL  
HISTORICAL REVIEW BOARD  
September 24, 2013  
4:00 PM**

Present: Chairman Barry Mack, Phyllis Carswell, Chip Heemsoth, Melissa White, Planning Director Joe Cronin, Clerk Beachum

Absent: Carolyn Blair

Guests: None

Chairman Mack called the meeting to order at 4pm and thanked everyone for attending.

**1. Request from Bayles Mack for Consideration of Paint Colors for 108 Tom Hall Street:**

Chairman Mack stated he was recusing himself from discussion and voting on this matter. Mr. Heemsoth made a motion to approve "peace yellow" with "classical white" trim, with a second by Mrs. White. Motion approved with a 3-0 vote, with Chairman Mack abstaining.

Chairman Mack inquired about having an approved color palette for historic district uses like the one above. Planning Director Cronin stated it might happen after October 1, 2013.

There being no further business, the meeting adjourned at 4:10pm.

Respectfully submitted,

April Beachum  
Town Clerk

Joe Cronin  
Planning Director



T O W N O F F O R T M I L L

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

NO. \_\_\_\_\_  
(supplied by secretary)

DATE February 26, 2014

Property Information

Location: Certified house no. 138 Street Clebourne Street

Located between cross streets of Brier & Clebourne

and \_\_\_\_\_

Applicant/Owner Information

Applicant name Candace Windell Telephone 803-242-9728

Mailing address 138 Clebourne Street FM 29715

Owner name (if different) \_\_\_\_\_ Telephone \_\_\_\_\_

Mailing address \_\_\_\_\_

Other Project Contacts

Author of drawing \_\_\_\_\_ Telephone \_\_\_\_\_

Contractor, if known \_\_\_\_\_ Telephone \_\_\_\_\_

COMMISSION STAFF CHECKLIST (to be checked by commission secretary to verify completeness of application)

- |   |  |
|---|--|
| <input type="checkbox"/> Application, adequately filled out | <input type="checkbox"/> Site plan                     |
| <input type="checkbox"/> Photos of existing, overall views  | <input type="checkbox"/> Bldg. elevations, floor plans |
| <input type="checkbox"/> Detail photos                      | <input type="checkbox"/> Manufacturer's literature     |
| <input type="checkbox"/> Streetscape photos                 | <input type="checkbox"/> Paint chips or other samples  |



*Will be installed  
by a licensed  
contractor.*

Page 2 Not needed

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS, Page 3

SITE WORK

Fence or wall	<u>X</u>	_____	_____
Site lighting	_____	_____	_____
Street furniture	_____	_____	_____
Special features	_____	_____	_____
Parking	_____	_____	_____
Walks, patios	_____	_____	_____
Other	_____	_____	_____
(explain below)			

GRAPHICS/SIGNAGE

_____	_____	_____
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MAINTENANCE

(Explain below)	_____	_____
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EMERGENCY REPAIR

(Explain below)	_____	_____
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EXPLAIN PROPOSED WORK: (attach continuation sheets as needed)

Fence needed to separate residential property owned by Jifer Lee and the Commercial property operating as The Clebourne House. Fence will match fence currently around the courtyard of the Clebourne House.

Candace C. Wundell  
Signature of Applicant

2/26/14  
Date

Applicant: Have you consulted the commission's guidelines for your project?

yes  no

\* Would like to hear decision as soon as possible so the fence can be installed the first week of April.

Neighborhood Works 1988

m



# Commercial Zoning Compliance

A certificate of zoning compliance is required for any development activity requiring a Building Permit or causing a change of use or accessory use or issuance of a Business License.

Name of Business: The Clebourne House  
 Applicant (Name): Candace Windell  
 Mailing Address: 138 Clebourne St. FM Phone: 803-242-9728  
 Property Address: 138 Clebourne St. FM  
 Proposed use or Request: add a fence between this property and the residential property owned by Tyler Lee.

Business to sell or serve alcohol: \_\_\_\_\_ Hours of Operation: \_\_\_\_\_  
 Previous Use (if known): \_\_\_\_\_  
 If vacant, how long (if known): \_\_\_\_\_

The applicant certifies information on this application is true and correct. If any information is false or misleading, the zoning permit shall be considered void. Proposed structure must comply with all setback, buffer and screening requirements set forth in the Fort Mill Zoning Code. \*\*This permit shall expire three (3) months from approval date if a Building Permit is not obtained or no activity occurs.\*\*

Signature of Applicant: Candace C. Windell Date: 2/26/14

*For office use only*

Date Filed: \_\_\_\_\_ Current Zoning: \_\_\_\_\_

NPDES Required:  Yes  No

Appearance Review Required:  Yes  No

Site Plan Review Required:  Yes  No

Certificate of Occupancy Required:  Yes  No

Inspection Required:  Yes  No

Proposed use is:  Approved  Denied

Zoning Administrator/Building Official: \_\_\_\_\_

Date: \_\_\_\_\_

## 138 Clebourne Street

### Proposed Fence

Type: Privacy Fence  
Material: Vinyl  
Height: Six (6) Foot

