



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

**May 13, 2014
112 Confederate Street
4:00 PM**

AGENDA

CALL TO ORDER

COMMITTEE UPDATE

ELECTION OF CHAIR & VICE-CHAIR FOR 2014

SELECTION OF STANDING MEETING DATE & TIME

APPROVAL OF MINUTES

1. HRB Meeting: March 27, 2014 *[Pages 2-3]*

NEW BUSINESS

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

Applicant Name:	John Lovsin (John Lovsin Agency)
Property Address:	114 Main Street
Purpose:	Installation of iron railing along front steps
Zoning:	LC with Historic Overlay

ITEMS FOR INFORMATION / DISCUSSION

1. Discussion of Rehabilitation Guidelines for 119 Banks Street (Mack-Belk House)
2. Discussion of Development of a Historic Preservation Manual

ADJOURN

**MINUTES
TOWN OF FORT MILL
HISTORIC REVIEW BOARD MEETING
March 27, 2014
112 Confederate Street
4:00 PM**

Present: Acting Chair Chip Heemsoth, Carolyn Blair, Melissa White, Dan Dodd, Louis Roman, Planning Director Joe Cronin

Absent: None

Guests: Candace Windell (Clebourne House)

Acting Chairman Heemsoth called the meeting to order at 4:02 pm.

Planning Director welcomed Dan Dodd and Louis Roman, both of whom were recently appointed to the board by council and were attending their first meeting. Mr. Dodd and Mr. Roman introduced themselves to other members of the board.

Ms. White made a motion to approve the minutes from the June 13, 2013, and September 24, 2013, meetings as presented, with a second by Ms. Blair. The minutes were approved by a vote of 5-0.

NEW BUSINESS

1. **Request for Certificate of Appropriateness: 138 Clebourne Street:** Planning Director Cronin provided a brief overview of the request, the purpose of which was to construct a 6' vinyl privacy fence along the westernmost property line to screen the Clebourne House event facility from a neighboring residence. The board determined that the proposed fence was consistent with an existing fence at the rear of the property. Planning Director Cronin also stated that the proposed location of the fence was the boundary line of the Historic Overlay District. Ms. Blair made a motion to approve the request for a Certificate of Appropriateness, with a second by Mr. White. The motion was approved by a vote of 5-0.

ITEMS FOR INFORMATION / DISCUSSION

1. **Historic District Guidelines & Boundary:** Mr. Roman requested that the board consider developing a preservation manual and historic district guidelines to provide greater clarity for individuals and businesses interested in redevelopment or rehabilitation work in the historic district. A discussion also took place to consider looking at the boundaries of the historic district for possible modifications.
2. **Staff Update Regarding Committee Reorganization:** Planning Director Cronin stated that council was in the process of reorganizing the Historic Review Board, Board of Zoning Appeals and Planning Commission. As part of the reorganization, the HRB would be

increasing from 5 to 7 members. Mr. Heemsoth, Ms. Blair and Ms. White had applied for reappointment and were currently being reviewed along with other applicants by an ad hoc Appointments Committee. It is expected that appointments will be finalized in April. At a subsequent meeting, the HRB will elect a new chair and vice chair for the remainder of 2014. The HRB will also be asked to set a standard meeting date and time for future meetings.

Ms. Blair left the meeting at 4:40 pm.

There being no further business, the meeting was adjourned at 4:42 pm.

Respectfully submitted,

Joe Cronin
Planning Director



On Your Side[®]

John Lovsin Agency
114 Main Street
Fort Mill, SC 29715
(803)396-7878

March 27, 2014

Joseph Cronin
Town of Fort Mill Planning Director
112 Confederate Street
Fort Mill, SC 29715

Mr. Cronin,

Attached is a completed Application for a Certificate of Appropriateness for the addition of a railing along the left side of the front steps at 114 Main Street . If you should have any questions or need additional information, do not hesitate contact me.

Thank you for your kind consideration.

John Lovsin

Attachment



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 3/27/14

Property Information

Location: Certified house no. 114 Street Main

Located between cross streets of _____
and _____

Applicant/Owner Information

Applicant name John Lovsin Telephone 396-7878

Mailing address 114 Main Street, Fort Mill 29715

Owner name (if different) _____ Telephone _____

Mailing address _____

Other Project Contacts

Author of drawing Sam Kent Telephone 548-3802

Contractor, if known Sam Kent 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 |
| <input type="checkbox"/> commission secretary's initials | |

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS, Page 3

SITE WORK

Fence or wall	_____	_____	_____
Site lighting	_____	_____	_____
Street furniture	_____	_____	_____
Special features	_____	_____	_____
Parking	_____	_____	_____
Walks, patios	_____	_____	_____
Other	_____	_____	_____
(explain below)	railing on front steps		
GRAPHICS/SIGNAGE	_____	_____	_____
MAINTENANCE	_____	_____	_____
(Explain below)	_____	_____	_____
EMERGENCY REPAIR	_____	_____	_____
(Explain below)	_____	_____	_____

EXPLAIN PROPOSED WORK: (attach continuation sheets as needed)

addition of railing along front steps, left side only. Photos attached of current steps and style of proposed railing. Also attached sketch prepared by Sam Kent.

Sam Kent
Signature of Applicant

3/27/14
Date

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

yes no



114 Main Street

Proposed Railing

Type: Metal Railing
Material: Iron (Black)

*Free Estimates
Gates, Fences, Railings, Security Bars*

Sam's Ornamental Iron Works & Welding

187 S. Sutton Rd.
Fort Mill, SC 29715
Sam Kent — Owner

Area Representative

803-548-3802
803-548-0495

