



**REVISED AGENDA  
TOWN OF FORT MILL  
HISTORIC REVIEW BOARD MEETING  
August 9, 2016  
Town Hall, 112 Confederate Street  
4:30 PM**

**AGENDA**

**CALL TO ORDER**

**APPROVAL OF MINUTES**

1. HRB Meeting: July 12, 2016 *[Page 3-6]*
2. HRB Meeting: July 26, 2016 *[Page 7]*

**HISTORIC DISTRICT DESIGN GUIDELINES**

1. Request for Formal Endorsement of Final Draft – Town of Fort Mill Attached  
Historic District Design Guidelines – Noré Winter, Winter & Co.  
Presentation of Final Draft

**OLD BUSINESS**

1. Request for Certificate of Appropriateness *[Pages 8-12]*

Applicant Name: Town of Fort Mill  
Owner Name: Town of Fort Mill  
Property Address: TBD – Parking lot behind Main Street (north side)  
Purpose: Request to approve a dumpster enclosure for the use of  
businesses on Main Street  
Zoning: LC / Historic

**NEW BUSINESS**

1. Request for Certificate of Appropriateness *[Pages 13-24]*

Applicant Name: Bill and Beth Reigel  
Owner Name: Bill and Beth Reigel  
Property Address: 122 Confederate Street

Purpose: Request to approve “Hardy-Plank” siding to replace the existing, deteriorating wood siding on the residence, demolition of the existing carport structure, and constructing a new attached garage.

Zoning: LC / Historic

2. Request for Certificate of Appropriateness

*[Pages 25-27]*

Applicant Name: Carolina Crown

Owner Name: Carolina Crown, Inc.

Property Address: 227 Main Street

Purpose: Request to approve modifications to the front façade, which were completed as emergency repair to the building

Zoning: LC / Historic

**ADJOURN**

**MINUTES  
TOWN OF FORT MILL  
HISTORIC REVIEW BOARD MEETING  
July 12, 2016  
Town Hall, 112 Confederate Street  
6:00 PM**

Present: Louis Roman, Jonathan Mauney, Carolyn Blair, Melissa White, Chip Heemsoth, Assistant Planner Chris Pettit, Planning Director Joe Cronin

Absent: Dan Dodd, Nik Radovanovic

Guests: Julie Husband (Winter & Co.), Noré Winter (via GoToMeeting, Winter & Co.), Don Doncan (Halcyon Hills Photography), Jim Thomas (Springs St.), Bart Nicholson (Gym at 214 Main), Trudie Heemsoth (Council), Wink Rea (FMEC), Scott Couchenour (Downtown Property Owner), Bayles Mack (Downtown Property Owner)

**CALL TO ORDER**

Chairman Roman called the meeting to order at 6:00 p.m.

**APPROVAL OF MINUTES**

Mr. Heemsoth made a motion to approve the minutes from the June 14, 2016 meeting as presented, with a second by Ms. Blair. The minutes were approved by a vote of 5-0.

**HISTORIC DISTRICT DESIGN GUIDELINES**

1. **Presentation of Draft Town of Fort Mill Historic District Design Guidelines – Julie Husband and Noré Winter (via GoToMeeting):** Chairman Roman introduced Julie Husband and Noré Winter with Winter and Co., the consultants for the town's Historic District Design Guidelines project. Mr. Winter, via a GoToMeeting presentation, provided an overview of the purpose of the project and historic preservation in general, the highlights of the first draft of the design guidelines for Fort Mill, and a discussion of the next steps in moving forward with the project. Chairman Roman thanked Mr. Winter for his presentation and opened the floor for public comment and questions regarding the draft as presented, additionally noting that the town would be taking comments until July 26<sup>th</sup> to incorporate into the next draft.
2. **Public Comment – Historic District Design Guidelines:** Scott Couchenour, a property owner downtown, questioned how the parking lot adjacent to Hardees and The Greens would be treated with the historic district, with Mr. Cronin noting that those projects are

not within the town's historic district. Ms. Husband led a discussion about how the guidelines would bring buildings up to the street and create a pedestrian realm, additionally noting how the underlying zoning would affect the development of the properties. Planning Director Cronin additionally discussed how The Greens, although outside the historic district, was designed through the Planning Commission's appearance review process with respect to its proximity and visibility to the historic district and that the parking lot adjacent to Hardees would not have been allowed as a principal use on a lot as it currently is today under the town's proposed Unified Development Ordinance (UDO).

Scott Couchenour questioned enlarging the footprint of the town's historic district, to which Mr. Winter discussed the general guidelines involved in evaluating whether properties should be brought into a historic district. Chairman Roman noted that if the town embraces the guidelines, voluntary participation in the historic district may occur. Further discussions occurred regarding other communities and how historic district expansion occurs.

Jim Thomas, resident of Springs Street and Chairman of the town's Board of Zoning Appeals, noted that page 32 of the draft contradicts allowable materials as noted in the town's proposed UDO. Mr. Cronin further discussed what the UDO states. Mr. Winter noted that they would take a look at the draft and make sure the two documents are in sync with each other.

Bayles Mack, a property owner downtown, noted that the district as going forward needs to be uniform geographically to create a true district that creates/adds value to the town.

Wink Rea, a member of FMEC, questioned whether there would be anything in the design guidelines that would require full compliance to be achieved if certain percentages of the property values of a building were to be spent on repairs or renovations, to which Ms. Husband noted that there was nothing in the guidelines addressing that. Mr. Winter noted that the guidelines typically address anything that is proposed to be worked on, but generally allow the existing portions of buildings to otherwise remain as is.

Scott questioned if procedurally coming to the Historic Review Board with a multitude of options would be beneficial, to which Mr. Winter noted that in certain circumstances there are a variety of options that are appropriate in moving forward.

Chairman Thomas thanked the guests for coming to the meeting and providing assistance in creating the design guidelines for the town.

## **BAILEY BILL**

- 1. Presentation regarding recent updates to the Bailey Bill Ordinance – Joe Cronin, Planning Director:** Mr. Cronin noted that in addition to project design guidelines, the town has also been working on incentives for renovation/redevelopment. Mr. Cronin provided an overview of the state’s Bailey Bill law and the town’s recent adoption of updates to the local Bailey Bill law. Mr. Rea questioned whether an applicant could utilize the Bailey Bill and, for example, in the 19<sup>th</sup> year of the frozen tax assessment complete another Bailey Bill application to continue the existing, frozen tax assessment. Mr. Cronin noted that the law does not address that situation specifically and that it would require a legal opinion.

## **ITEMS FOR INFORMATION DISCUSSION**

Mr. Cronin discussed proposed items included in the draft budget, which included a matching façade improvement grant program for the downtown district and a downtown master plan. Mr. Cronin noted that the Spratt Cemetery, which is listed on the National Register, has now been annexed into the town and is now subject to review by the Historic Review Board. Mr. Cronin noted that the development agreement signed with the property owner will require the town to complete some rehabilitation work on a stone wall surrounding the cemetery. Mr. Rea questioned whether the future developer’s HOA would maintain the cemetery, to which Mr. Cronin noted that the cemetery and surrounding property would be donated to the town and the town would own and maintain the property. Ms. White questioned whether anyone thought about the likelihood that there are Catawba Indian burials or historic sites throughout the property, to which Mr. Cronin noted that the development agreement would require a full archeological and historic preservation survey as well as an endangered species survey prior to any development.

Chairman Roman questioned whether there would be value in the board drafting a letter to council in support of including the requested items in the upcoming budget, to which Mr. Cronin noted that it would be up to the board whether they did that but additionally noted that there is precedent from last year when the board drafted a letter requesting funding for the historic district design guidelines. Chairman Roman noted that the time is now to focus on downtown, as other areas throughout town including Kingsley are receiving a lot of attention and will have a lot of draw which could leave behind the town’s true downtown district. Ms. Blair made a motion that the board draft a letter in support of council including the downtown master plan and façade improvement grant program in the upcoming budget. Mr. Heemsoth seconded the motion. Hearing no further discussion, Chairman Roman called for a vote. The motion passed by a vote of 5-0.

Mr. Cronin reminded the board that there would be a public meeting regarding the upcoming Pennies for Progress referendum at Nation Ford High School at 6:00 p.m. on July 20<sup>th</sup>, should anyone wish to attend to hear and provide input on the upcoming Pennies 4 referendum.

Ms. Blair questioned whether the design guidelines could provide consequences if property owners do not follow the proper procedures in obtaining a certificate of appropriateness prior to making exterior modifications in the historic district. Mr. Cronin noted that the zoning ordinance already includes language that states if you have to get a certificate of appropriateness, which would also provide town staff with the ability to provide fines of up to \$500 per day in which a property owner was in violation of the ordinance. Mr. Cronin noted historically that the practice is to reach out to folks who are doing work without approval and bring them before the board for approval. Ms. Blair noted that including a clear statement in the design guidelines would be beneficial. Chairman Roman agreed that reiterating the penalties would be good to include.

- 1. 227 Main Street Renovations:** At the board's June meeting, members of the board noted that the property owner at 227 Main Street had completed a few renovations to the front façade without obtaining a certificate of appropriateness. Mr. Pettit noted that staff had reached out to the property owner and they have subsequently submitted an application for a certificate of appropriateness and that the item will be included in the August meeting's agenda for discussion and approval.

There being no further business, the meeting was adjourned at 7:31 p.m.

Respectfully submitted,

Chris Pettit, AICP  
Assistant Planner

**MINUTES  
TOWN OF FORT MILL  
HISTORIC REVIEW BOARD MEETING  
SPECIAL CALLED MEETING  
July 26, 2016  
Town Hall, 112 Confederate Street  
4:30 PM**

Meeting rescheduled to August 9, 2016 due to a lack of a quorum.

Respectfully submitted,

Chris Pettit, AICP  
Assistant Planner

Date received: 1-28-16  
Historic Review Board Date: 2-9-16

# Application for a Certificate of Appropriateness

Town of Fort Mill, South Carolina

**Owner / Applicant Information:**

Applicant Name: Town of Fort Mill  
Mailing Address: 112 Confederate Street  
Telephone Number: 803-547-2034

**Property Information:**

Address: TM # 020-02-01-020  
Current Zoning: LC / Historic  
Current Use of Property: Parking Lot

Submission Checklist	
<input checked="" type="checkbox"/>	Completed application*
<input checked="" type="checkbox"/>	Drawings and specifications of proposed improvements*
<input checked="" type="checkbox"/>	Site plan showing location of proposed improvements*
<input checked="" type="checkbox"/>	Application fee (\$100 residential / \$250 non-residential)*
<b>Additional materials may be required</b>	
*Required with submission	

**Work Summary:** Please check all areas that apply to the proposed improvements

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> DEMOLITION         | <input checked="" type="checkbox"/> NEW STRUCTURE | <input type="checkbox"/> EMERGENCY REPAIR |
| <input type="checkbox"/> GRAPHICS/SIGNAGE   | <input type="checkbox"/> MAINTENANCE              |   |
| <b>REHABILITATION</b>                       | <b>ADDITIONS TO EXISTING</b>                      | <b>SITE WORK</b>                          |
| <input type="checkbox"/> Foundations        | <input type="checkbox"/> Room addition            | <input type="checkbox"/> Fence or wall    |
| <input type="checkbox"/> Masonry            | <input type="checkbox"/> Garage                   | <input type="checkbox"/> Site lighting    |
| <input type="checkbox"/> Siding             | <input type="checkbox"/> Porch or deck            | <input type="checkbox"/> Street furniture |
| <input type="checkbox"/> Roof               | <input type="checkbox"/> Greenhouse               | <input type="checkbox"/> Special features |
| <input type="checkbox"/> Gutters/downspouts | <input type="checkbox"/> Dormer                   | <input type="checkbox"/> Parking          |
| <input type="checkbox"/> Chimney            | <input type="checkbox"/> Skylight                 | <input type="checkbox"/> Walks, patios    |
| <input type="checkbox"/> Doors/entrances    | <input type="checkbox"/> Chimney                  | <input type="checkbox"/> Other            |
| <input type="checkbox"/> Windows            | <input type="checkbox"/> Other                    |   |
| <input type="checkbox"/> Porch              |   |   |
| <input type="checkbox"/> Cornice/frieze     |   |   |
| <input type="checkbox"/> Ornamentation      |   |   |
| <input type="checkbox"/> Awning/canopy      |   |   |
| <input type="checkbox"/> Storefront         |   |   |
| <input type="checkbox"/> Color/painting     |   |   |
| <input type="checkbox"/> Other              |   |   |

APPLICATION CONTINUED ON NEXT PAGE

P.O. BOX 159 • 112 CONFEDERATE STREET • FORT MILL, SC 29715  
TELEPHONE (803) 547-2116 • FAX (803) 547-2126

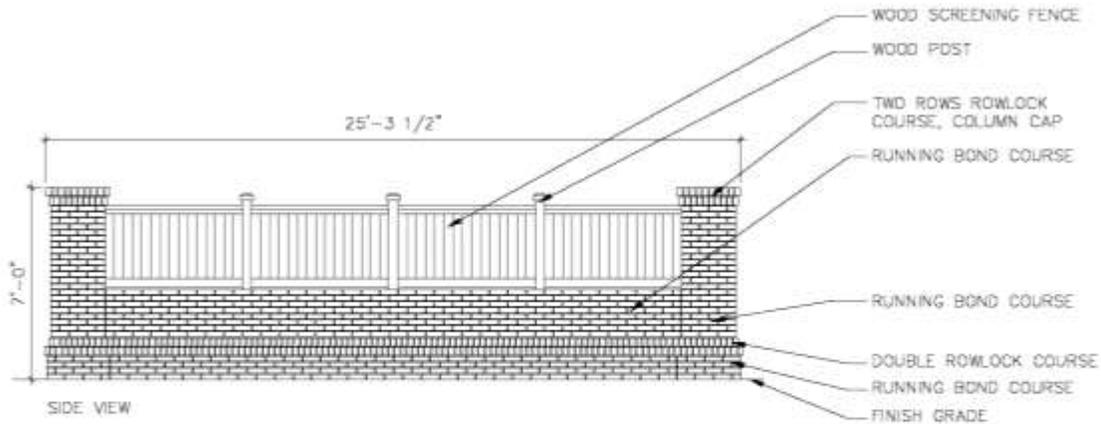
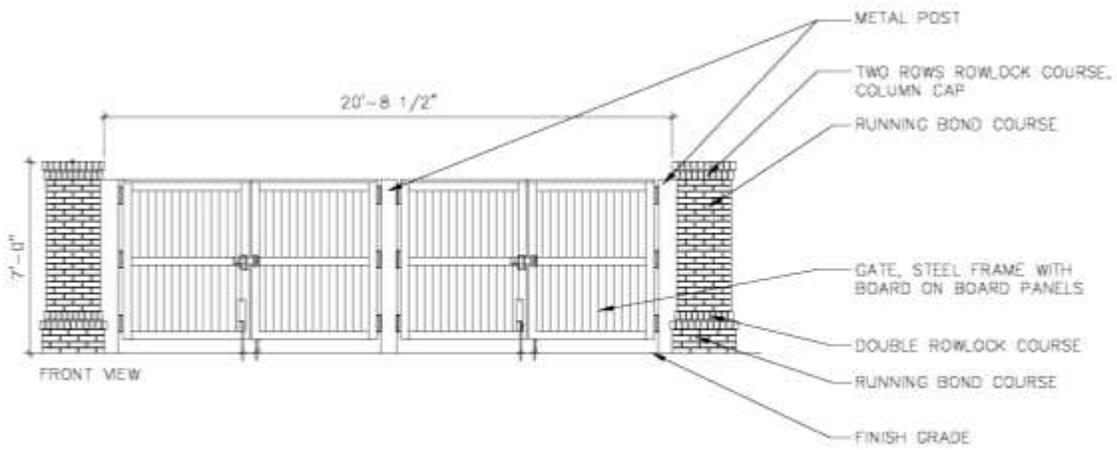


# Proposed Location of Dumpster Enclosure





**Original Design to Match  
Existing Dumpster Behind  
Clebourne Building**



NOTE: FINAL ENCLOSURE DESIGN TO BE DESIGNED AND REVIEWED BY STRUCTURAL ENGINEER PRIOR TO CONSTRUCTION.

**REVISED DESIGN: 8/9/16**

# Application for a Certificate of Appropriateness

Town of Fort Mill, South Carolina

**Owner / Applicant Information:**

Applicant Name: BILL & BETH REIGEL

Mailing Address: 122 CONFEDERATE ST., FM, SC 29715

Telephone Number: 803-975-1511

**Property Information:**

Address: 122 CONFEDERATE ST.

Current Zoning: RESIDENTIAL

Current Use of Property: RESIDENCE

SUBMITTED 7/13/16

## Submission Checklist

- Completed application\*
- Drawings and specifications of proposed improvements\*
- Site plan showing location of proposed improvements\*
- Application fee (\$100 residential / \$250 non-residential)\*

SEE EXAMINATION of WORK on PAGE 2 FOR CHANGE

**Additional materials may be required**  
\*Required with submission

**Work Summary:** Please check all areas that apply to the proposed improvements.

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> DEMOLITION         | <input type="checkbox"/> NEW STRUCTURE     | <input type="checkbox"/> EMERGENCY REPAIR |
| <input type="checkbox"/> GRAPHICS/SIGNAGE   | <input type="checkbox"/> MAINTENANCE       |   |
| <b>REHABILITATION</b>                       | <b>ADDITIONS TO EXISTING</b>               | <b>SITE WORK</b>                          |
| <input type="checkbox"/> Foundations        | <input type="checkbox"/> Room addition     | <input type="checkbox"/> Fence or wall    |
| <input type="checkbox"/> Masonry            | <input checked="" type="checkbox"/> Garage | <input type="checkbox"/> Site lighting    |
| <input checked="" type="checkbox"/> Siding  | <input type="checkbox"/> Porch or deck     | <input type="checkbox"/> Street furniture |
| <input type="checkbox"/> Roof               | <input type="checkbox"/> Greenhouse        | <input type="checkbox"/> Special features |
| <input type="checkbox"/> Gutters/downspouts | <input type="checkbox"/> Dormer            | <input type="checkbox"/> Parking          |
| <input type="checkbox"/> Chimney            | <input type="checkbox"/> Skylight          | <input type="checkbox"/> Walks, patios    |
| <input type="checkbox"/> Doors/entrances    | <input type="checkbox"/> Chimney           | <input type="checkbox"/> Other            |
| <input type="checkbox"/> Windows            | <input type="checkbox"/> Other             |   |
| <input type="checkbox"/> Porch              |  |   |
| <input type="checkbox"/> Cornice/frieze     |  |   |
| <input type="checkbox"/> Ornamentation      |  |   |
| <input type="checkbox"/> Awning/canopy      |  |   |
| <input type="checkbox"/> Storefront         |  |   |
| <input type="checkbox"/> Color/painting     |  |   |
| <input type="checkbox"/> Other              |  |   |

APPLICATION CONTINUED ON NEXT PAGE

P.O. BOX 159 • 112 CONFEDERATE STREET • FORT MILL, SC 29715  
TELEPHONE (803) 547-2116 • FAX (803) 547-2126

Date Received: \_\_\_\_\_  
Historic Review Board Date: \_\_\_\_\_

**Explanation of Work:** Please use the area below to provide a detailed explanation of the proposed work. When explaining the work, please provide information on the design, materials, colors, as well as installation/construction procedures. For example, when applying for a wall sign please provide detail on the design of the sign, what materials will be used, what colors will be used, and how will the sign will be affixed to the wall. Please attach continuation sheets as needed.

WE WOULD LIKE TO REPLACE THE DETEIORATING SIDING ON THE FRONT +  
SIDE OF THE HOUSE WITH HARDY-PLANK. THE COLOR + THE LOOK WILL BE  
THE SAME AS IT CURRENTLY IS (IT WILL ACTUALLY LOOK BETTER). IT  
WILL ALSO MATCH THE HARDY-PLANK THAT THE HISTORIC REVIEW  
BOARD APPROVED A FEW YEARS AGO WHEN WE BUILT THE ADDITION  
ON THE SIDE + BACK.

REFER TO ATTACHMENTS FOR GARAGE PLAN.

**Acknowledgement of Requirements:** The applicant acknowledges that the information provided is complete and that any exterior modification, except for ordinary maintenance or repair (not involving change in design, material, color, or outer appearance), shall not commence until the Historic Review Board approves the specific modification through a Certificate of Appropriateness. Additional permitting may be required prior to beginning work, including zoning review, stormwater/engineering review, building permitting, and business licensing. Please note, incomplete submissions will not be accepted.

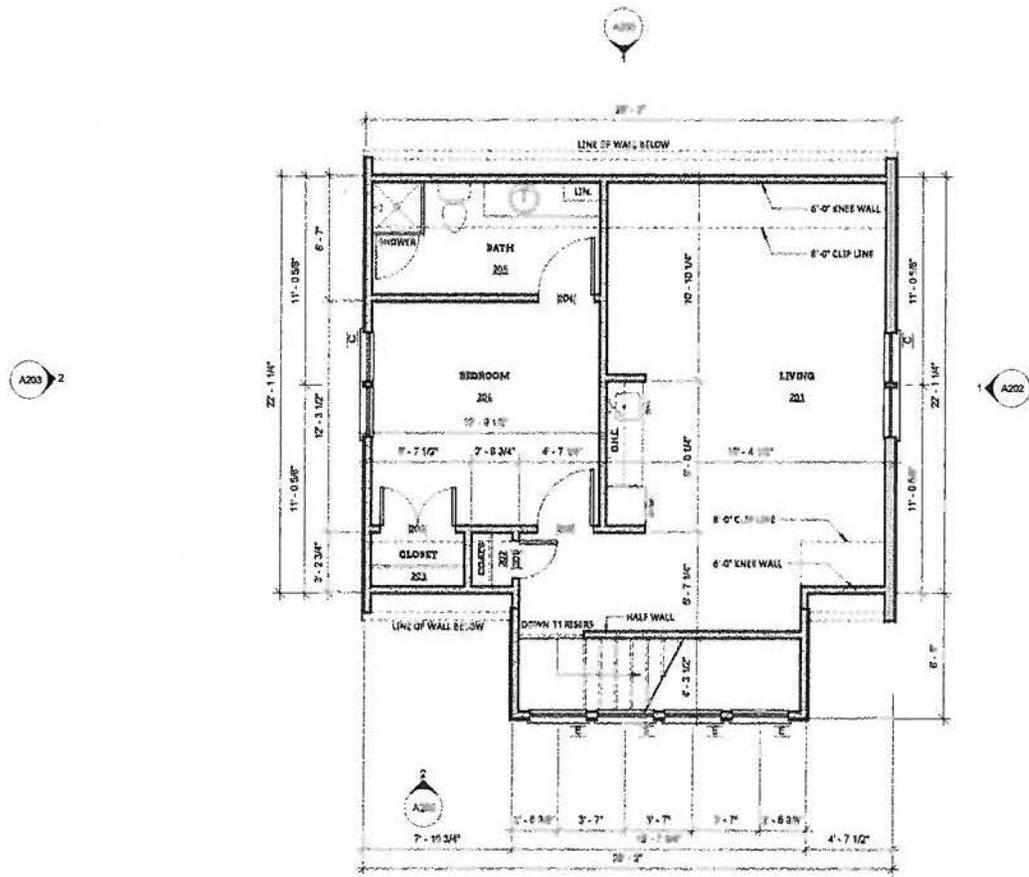
  
Signature \_\_\_\_\_ Date 7/13/16

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**Wall Legend**

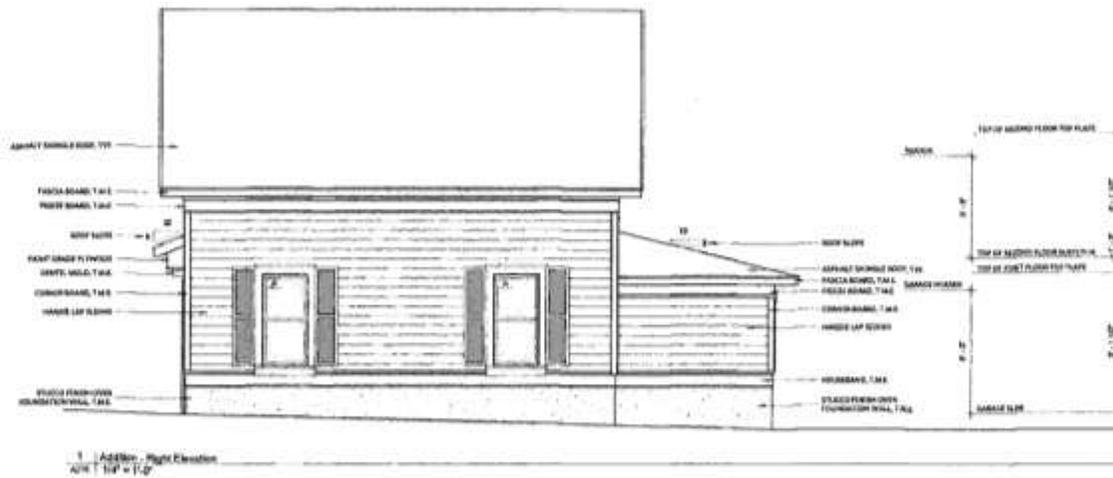
-  SOLID MATCH INDICATES NEW THICKENED STUD WALL
-  DIAGONAL MATCH INDICATES NEW 2x4 STUD WALL

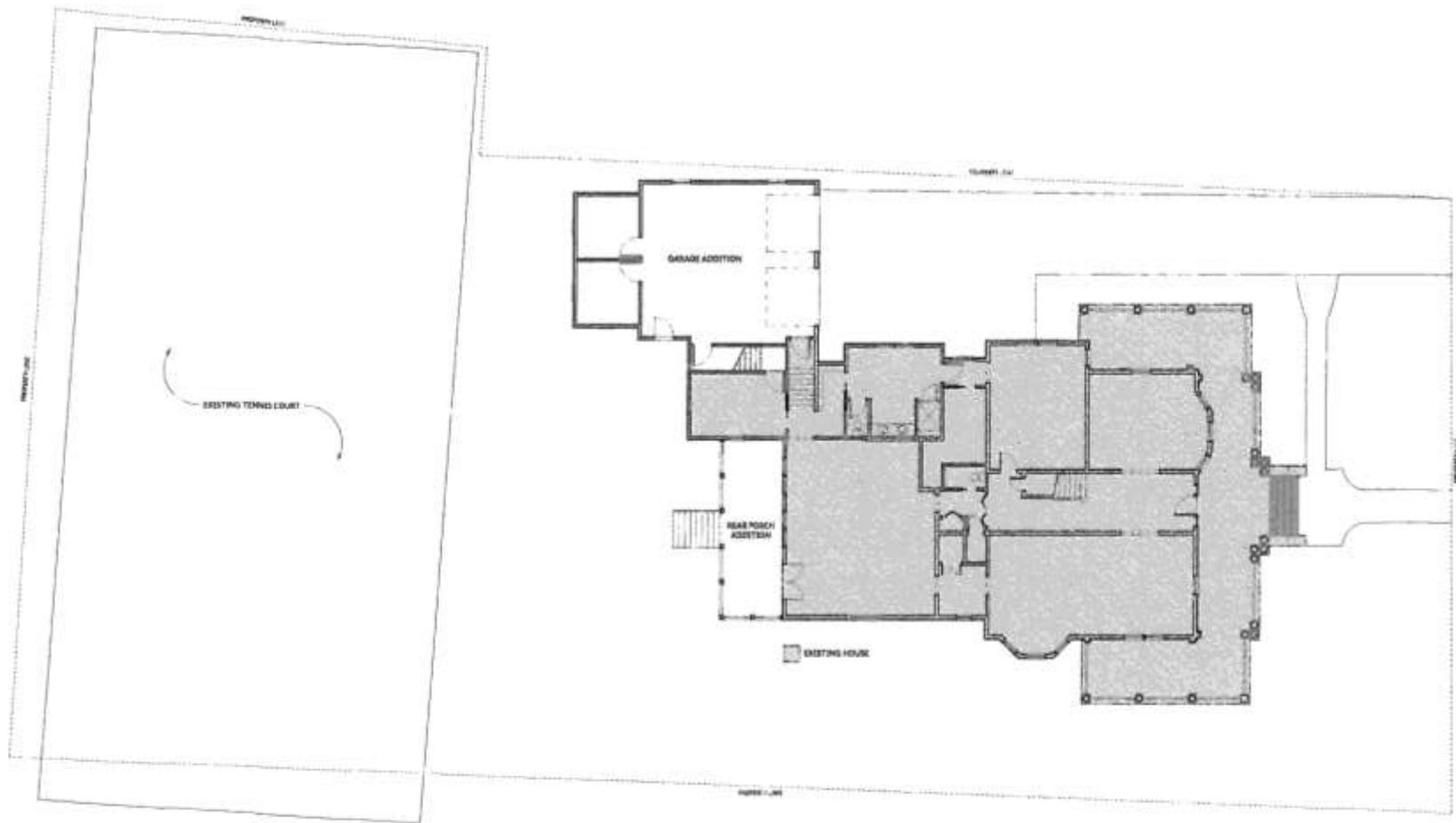


1 Garage Addition - Second Floor  
 A103 1/4" = 1'-0"

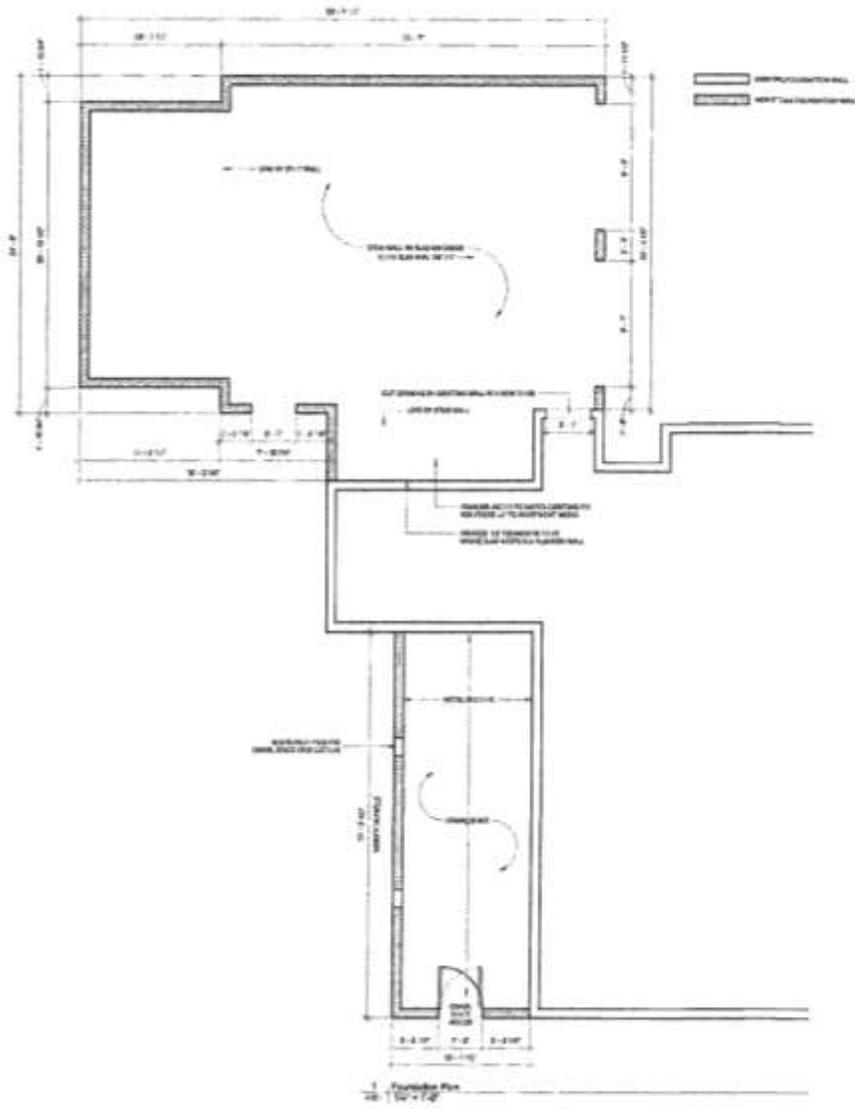








1. 1/2" = 1'-0"



**1.00 Description**  
 The foundation wall is to be reconstructed with 12" thick concrete masonry units (CMU) with a minimum compressive strength of 1500 psi. The foundation wall is to be reconstructed with 12" thick concrete masonry units (CMU) with a minimum compressive strength of 1500 psi. The foundation wall is to be reconstructed with 12" thick concrete masonry units (CMU) with a minimum compressive strength of 1500 psi.

- 2.00 Description**  
 1. Reconstruct the foundation wall with 12" thick concrete masonry units (CMU) with a minimum compressive strength of 1500 psi.  
 2. Reconstruct the foundation wall with 12" thick concrete masonry units (CMU) with a minimum compressive strength of 1500 psi.  
 3. Reconstruct the foundation wall with 12" thick concrete masonry units (CMU) with a minimum compressive strength of 1500 psi.  
 4. Reconstruct the foundation wall with 12" thick concrete masonry units (CMU) with a minimum compressive strength of 1500 psi.

Reconstruct the foundation wall with 12" thick concrete masonry units (CMU) with a minimum compressive strength of 1500 psi.

- 3.00 Description**  
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Reconstruct the foundation wall with 12" thick concrete masonry units (CMU) with a minimum compressive strength of 1500 psi.







# Application for a Certificate of Appropriateness

Town of Fort Mill, South Carolina

**Owner / Applicant Information:**

Applicant Name: Carolina Crown

Mailing Address: 227-A Main St

Telephone Number: (803) 547-2270

**Property Information:**

Address: 227 Main St, Fort Mill, SC 29715

Current Zoning: N/A

Current Use of Property: Retail Store / Office

### Submission Checklist

- Completed application\*
- Drawings and specifications of proposed improvements\*
- Site plan showing location of proposed improvements\*
- Application fee (\$100 residential / \$250 non-residential)\*

**Additional materials may be required**  
\*Required with submission

**Work Summary:** Please check all areas that apply to the proposed improvements

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> DEMOLITION         | <input type="checkbox"/> NEW STRUCTURE          | <input checked="" type="checkbox"/> EMERGENCY REPAIR |
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| <input type="checkbox"/> Doors/entrances    | <input type="checkbox"/> Chimney                | <input type="checkbox"/> Other                       |
| <input checked="" type="checkbox"/> Windows | <input type="checkbox"/> Other                  |  |
| <input type="checkbox"/> Porch              |   |  |
| <input type="checkbox"/> Cornice/frieze     |   |  |
| <input type="checkbox"/> Ornamentation      |   |  |
| <input type="checkbox"/> Awning/canopy      |   |  |
| <input type="checkbox"/> Storefront         |   |  |
| <input type="checkbox"/> Color/painting     |   |  |
| <input type="checkbox"/> Other              |   |  |

APPLICATION CONTINUED ON NEXT PAGE

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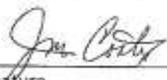
**Explanation of Work:** Please use the area below to provide a detailed explanation of the proposed work. When explaining the work, please provide information on the design, materials, colors, as well as installation/construction procedures. For example, when applying for a wall sign please provide detail on the design of the sign, what materials will be used, what colors will be used, and how will the sign will be affixed to the wall. Please attach continuation sheets as needed.

Building front in need of emergency repair involving windows on store front. Extreme roiting of  
wood /metal frame around windows, whereby the glass panes cracked and became unsafe.  
Wood siding also was also roited and was falling off the exterior.

Type of repair:

- 1) Installation of new anodized aluminum windows and door.
- 2) Removal of roited wood sidinf exposing the original brick front.

**Acknowledgement of Requirements:** The applicant acknowledges that the information provided is complete and that any exterior modification, except for ordinary maintenance or repair (not involving change in design, material, color, or outer appearance), shall not commence until the Historic Review Board approves the specific modification through a Certificate of Appropriateness. Additional permitting may be required prior to beginning work, including zoning review, stormwater/engineering review, building permitting, and business licensing. Please note, incomplete submissions will not be accepted.

  
Signature

7/6/2016  
Date

P.O. BOX 159 • 112 CONFEDERATE STREET • FORT MILL, SC 29715  
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