



**TOWN OF FORT MILL  
HISTORIC REVIEW BOARD MEETING  
September 8, 2015  
112 Confederate Street  
4:30 PM**

**AGENDA**

**CALL TO ORDER**

**APPROVAL OF MINUTES**

1. HRB Meeting: March 10, 2015

*[Pages 2-4]*

**NEW BUSINESS**

1. Request for Certificate of Appropriateness

*[Pages 5-18]*

Applicant Name:	Fort Mill History Museum
Owner Name:	Fort Mill History Museum
Property Address:	107 Clebourne Street
Purpose:	Request to approve signage at front and rear, various improvements at rear of property
Zoning:	LC / Historic

**ADJOURN**

## MINUTES

**TOWN OF FORT MILL  
HISTORIC REVIEW BOARD MEETING  
March 10, 2015  
Town Hall, 112 Confederate Street  
4:30 PM**

Present: Chairman Louis Roman, Scott Couchenour, Atalie Zimmerman, Dan Dodd, Melissa White, Carolyn Blair, Planning Director Joe Cronin, Assistant Planner Chris Pettit

Absent: Chip Heemsoth

Guests: Candace Windell, Ron Talerico, Jason Cloud, Jim Britton

Chairman Roman called the meeting to order at 4:30 p.m.

### APPROVAL OF MINUTES

Mr. Couchenour made a motion to approve the minutes from the February 10, 2015 meeting as presented, with a second by Ms. Blair. The minutes were approved by a vote of 6-0.

### OLD BUSINESS

1. **Request for Certificate of Appropriateness: 138 Clebourne Street:** Assistant Planner Pettit provided a brief overview of the request, noting that the application to install a covered shelter over the existing courtyard area at The Clebourne House was initially presented to the Board at the February, 2015 meeting. Mr. Pettit noted that the applicant had since revised the proposed shelter to meet the requests of the Board, including adding detailed elements to match the historic character of the principal structure. Mr. Dodd, along with other members of the Board, stated that the applicant did an excellent job with the revisions. Ms. Blair made a motion to approve the application as presented. Mr. Dodd seconded the motion. There being no further discussion, Chairman Roman called for a vote. The motion was approved by a vote of 6-0.
  
2. **Request for Certificate of Appropriateness: 203/205 Main Street:** Assistant Planner Pettit provided a brief history of the application, which was to make various exterior modifications related to a proposed restaurant use at 205 Main Street. Mr. Pettit noted that the Board, at their February, 2015 meeting, had requested the applicant's return to discuss existing elements not previously approved by the Board. Mr. Britton made a brief presentation related to the exhaust work, noting that the existing work appeared on the construction documents but not necessarily on other documents presented by the project architect. Mr. Britton also noted an additional request to add a historic plaque to the building front and to change the previously approved deck railing from wood pickets to a cable system. Ms. White and Ms. Blair asked if the exhaust hood would be moved and/or painted. Mr. Britton stated that the exhaust duct work would be painted to match the brick color so as to blend in, however the hood would likely not be painted or moved as it would be difficult to do so. Chairman Roman noted that the Board had received complaints as to the appearance of the hood and asked if it would be possible to screen. Mr. Britton stated

that in previous projects, attempts to screen items had sometimes looked worse than the items themselves and rather drew more attention as opposed to less. Mr. Dodd noted that the cable system would be more fitting than the previously approved wood pickets. There being no further discussion, Chairman Roman asked for a motion. Ms. Blair made a motion to approve the change from wood pickets to an airline cable system, to approve a historic plaque on the building front, and to approve the exhaust work, with the duct work painted to match the brick color of the side elevation. Mr. Couchenour seconded the motion. There being no further discussion, Chairman Roman called for a vote. The motion was approved by a vote of 6-0.

## **NEW BUSINESS**

**Request for Certificate of Appropriateness: 231 Main Street:** Assistant Planner Pettit provided a brief overview of the request, the purpose of which was to install an awning and signage for a Father and Son Electric Service Co., Inc. office. Mr. Talerico provided a picture showing the proposed awning and sign, with the awning matching the style of Pucker Butt with a navy blue color and lettering for the property address. Mr. Talerico noted that the awning only covers the half of the property that is being rented, as the owner would not allow the applicant to occupy both suites of the property. Chairman Roman stated that the sign looked out of place with the other elements. Mr. Talerico noted that the style of sign was similar to Pucker Butt. Mr. Roman noted how the awning and signage worked together at Pucker Butt, but not in the proposed plan for 231 Main Street. Mr. Talerico noted that the sign could include blue trim with detailed edges to fit with the awning and add a more historic look. Mr. Couchenour made a motion to approve the application, with the awning approved as presented and the signage to include a detailed trim to match the color of the awning. Ms. Blair seconded the motion. There being no further discussion, Chairman Roman called for a vote. The motion was approved by a vote of 6-0.

At the Boards February, 2015 meeting, Planning Director Cronin noted that the Town had applied for a potential historic preservation grant through the South Carolina Department of Archives and History. Mr. Cronin happily informed the Board that the Town's application had been approved and that the Town is awaiting formal documentation of the approval, the first historic preservation grant approved for the Town since the mid- to late-90's.

Planning Director Cronin reminded the Board members of expiring terms and advised those wishing to continue their service to turn in new paperwork to the Planning Department.

Ms. Blair questioned whether there were online options for continuing education credits. Planning Director Cronin noted that the education is approved through the South Carolina Planning Education Advisory Committee and that he was unaware of online options for credits. Mr. Cronin noted that staff would look into the possibility and additionally reminded the Board that the Town of Fort Mill and the City of Tega Cay would be offering three more training opportunities throughout 2015. Mr. Dodd noted that other similar disciplines utilized Red Vector programs for online training. Mr. Cronin noted that staff would look into it and report back at the next meeting.

There being no further business, the meeting was adjourned at 5:13 p.m.

Respectfully submitted,

Chris Pettit  
Planning Department



RECEIVED  
AUG 19 2015

Date Received: 8-19-15  
Historic Review Board Date: check - 8-20-15

# Application for a Certificate of Appropriateness

Town of Fort Mill, South Carolina

### Owner / Applicant Information:

Applicant Name: Fort Mill History Museum

Mailing Address: 107 Clebourne St., Fort Mill, Sc 29715

Telephone Number: 803-802-3646

### Property Information:

Address: 107 Clebourne st., Fort Mill, SC

Current Zoning: LC / Historic

Current Use of Property: Historic House Museum

### 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 type="checkbox"/> EMERGENCY REPAIR            |
| <input checked="" 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 checked="" type="checkbox"/> Special features |
| <input type="checkbox"/> Gutters/downspouts          | <input type="checkbox"/> Dormer        | <input checked="" type="checkbox"/> Parking          |
| <input type="checkbox"/> Chimney                     | <input type="checkbox"/> Skylight      | <input checked="" type="checkbox"/> Walks, patios    |
| <input checked="" 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

RECEIVED

AUG 19 2015

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.

Signage: Freestanding exterior sign, 1/2 Alumilite (white) with premium Black Vinyl & Digital Print applied, 1st Surface mounted to (2) 4" Square wood Posts painted white with Ball Finial Capping, direct burial.

Walkway: dirt path lined with Liriope Muscari to define the path from the rear of the yard to the front walkway. [See Walkway & Sign Location Concept drawing]

Rear changes to be ADA compliant: widen rear door entrance and replaced door, removed steps and replaced with a wooden wheelchair ramp and new wider steps, and created a concrete pad for unloading.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**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.

*Aun G. Evans*  
Signature

8/18/15  
Date

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

# CONCEPT

Qty 1 - Single Face

Freestanding Ext. Sign: 1/2" Alumilite (white) w/ Premium Black Vinyl & Digital Print applied 1st Surface Mounted to (2) 4" Square Wood Posts Painted White w/ Ball Finial Capping, Direct Burial

Scale : 3/4"=1'-0"

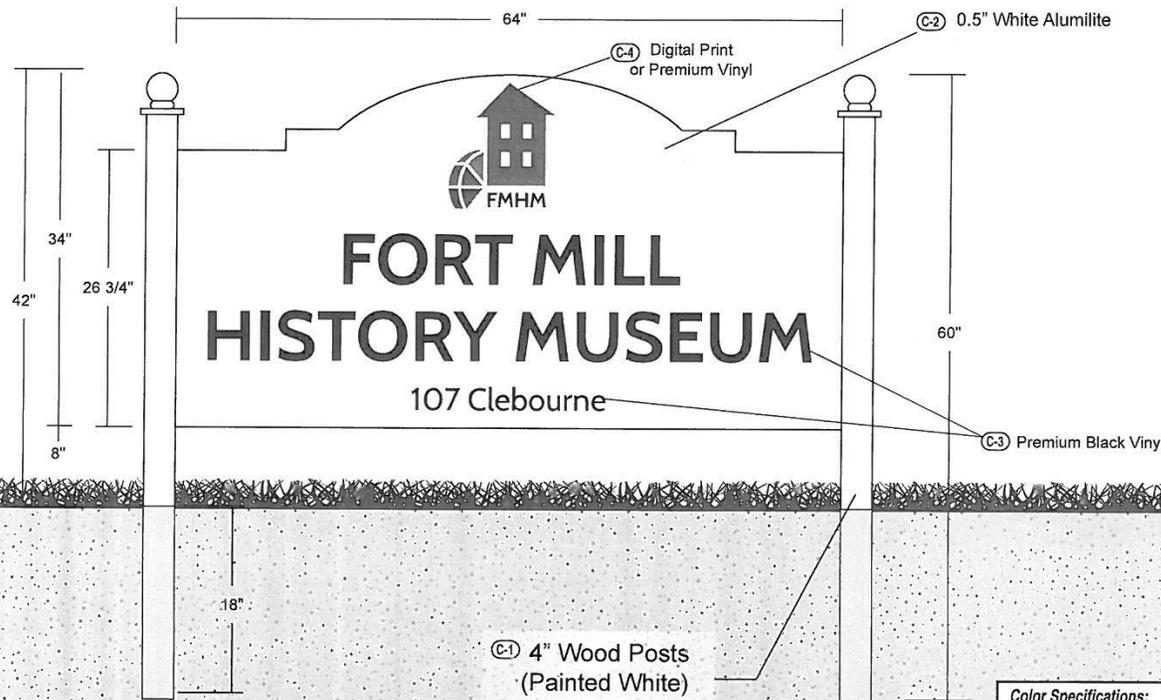


GENERAL CONCEPT USE ONLY. ACTUAL SIZE, PROPORTION AND PLACEMENT MAY VARY

Top View



Front View



**DIVERSIFIED SIGNS & GRAPHICS**

www.diversified-signs.com

1123 James Harvey Rd  
P.O. Box 1087  
York, SC 29745  
Phone : 803.628.1121  
Fax : 803.628.1109

Date:

8/10/15

Project:

**Fort Mill History Museum**  
Ext. Main ID

Contact:

Ann Evans

Designer:

David Penley

Revisions:

- 1.
- 2.
- 3.

Conceptual

Final Production

Installation Instructions Included on Drawing



ELECTRICAL ELEMENTS TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 605 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING AND BONDING OF THIS SIGN

This sign is constructed to be suitable for the following environmental condition

Wet	Damp	Dry
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

THE CONTENTS OF THIS DRAWING AND ALL DESIGN ELEMENTS ARE THE PROPERTY OF DIVERSIFIED SIGNS, INC. THEY ARE NOT TO BE REPRODUCED, CHANGED, OR EXHIBITED TO ANYONE OUTSIDE OF YOUR COMPANY IN WHOLE OR IN PART WITHOUT WRITTEN PERMISSION FROM DIVERSIFIED SIGNS, INC. ALL SUCH ACTIONS ARE PROHIBITED BY LAW. © 2012. ALL RIGHTS RESERVED.

ALL ELECTRICAL SIGNS ARE 120 VOLTS UNLESS OTHERWISE INDICATED

Pages:

1 of 2

Approved By & Date:



This Drawing must be returned signed & approved, any delay will result in delayed production time. We **DO NOT** assume responsibility for errors of any kind. Please inspect this drawing thoroughly to insure that all spelling is correct and that the artwork is accurate and correctly positioned.

Color Specifications:

- C-1 Wood Post; MP White
- C-2 0.5" Alumilite; White
- C-3 CMYK Digital Print

(PRINTED COLORS ARE FOR CONCEPTUAL USE ONLY. ACTUAL COLORS TO BE CONFIRMED PRIOR TO FABRICATION.)

# Proposed front sign design

# CONCEPT

## Walkway & Sign Locations

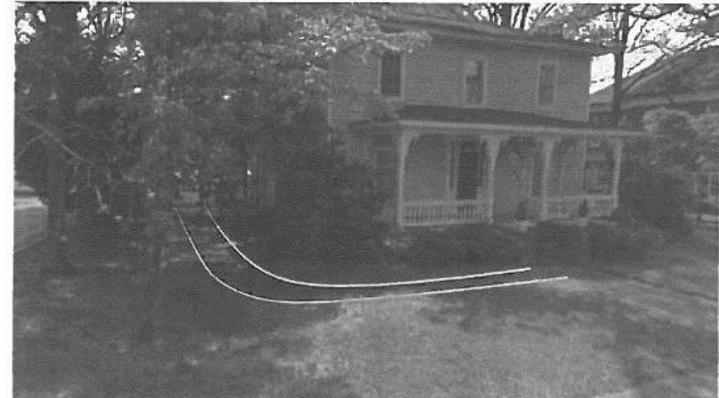
-Walkway from rear of house to front of house  
 -Proposed Sign Location

Visual Reference



GENERAL CONCEPT USE ONLY. ACTUAL SIZE, PROPORTION AND PLACEMENT MAY VARY

Walkway from rear of house to front of house  
 Visual Reference



GENERAL CONCEPT USE ONLY. ACTUAL SIZE, PROPORTION AND PLACEMENT MAY VARY

AUG 19 2015  
 CHANGES



www.diversified-signs.com

1123 James Harvey Rd  
 P.O. Box 1087  
 York, SC 29745  
 Phone : 803.628.1121  
 Fax : 803.628.1109

Date:

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Project:

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 Ext. Main ID

Contact:

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Designer:

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Revisions:

- 1.
- 2.
- 3.

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Final Production

Installation Instructions Included on Drawing



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This sign is constructed to be suitable for the following environmental condition:

Wet	Damp	Dry
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THE CONTENTS OF THIS DRAWING AND ALL DESIGN ELEMENTS ARE THE PROPERTY OF DIVERSIFIED SIGNS, INC. THEY ARE NOT TO BE REPRODUCED, CHANGED OR EXHIBITED TO ANYONE OUTSIDE OF YOUR COMPANY IN WHOLE OR IN PART WITHOUT WRITTEN PERMISSION FROM DIVERSIFIED SIGNS, INC. ALL SUCH ACTIONS ARE PROHIBITED BY LAW. © 2012 ALL RIGHTS RESERVED.

ALL ELECTRICAL SIGNS ARE 120 VOLTS UNLESS OTHERWISE INDICATED.

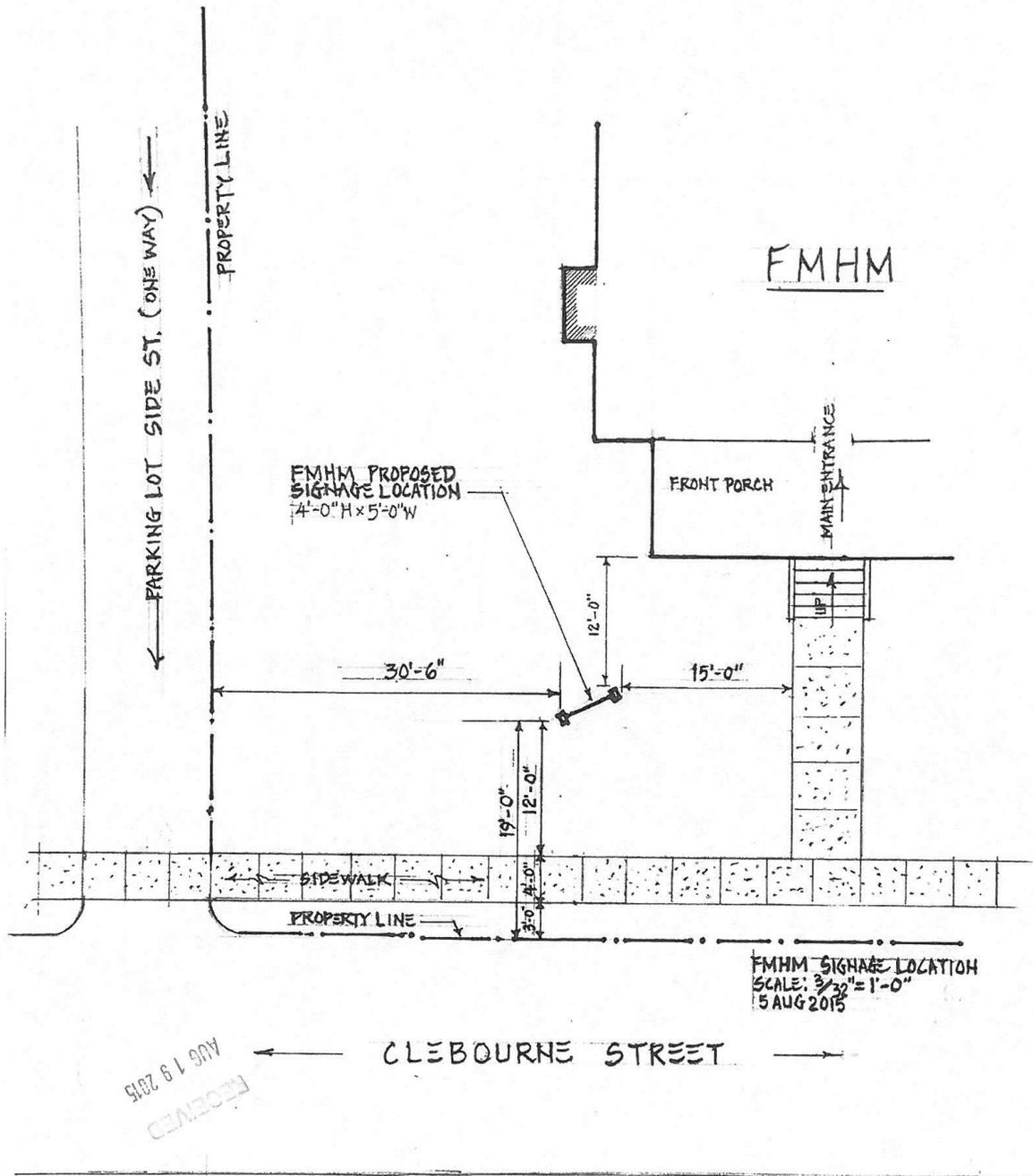
Pages:

2 of 2

Approved By & Date:

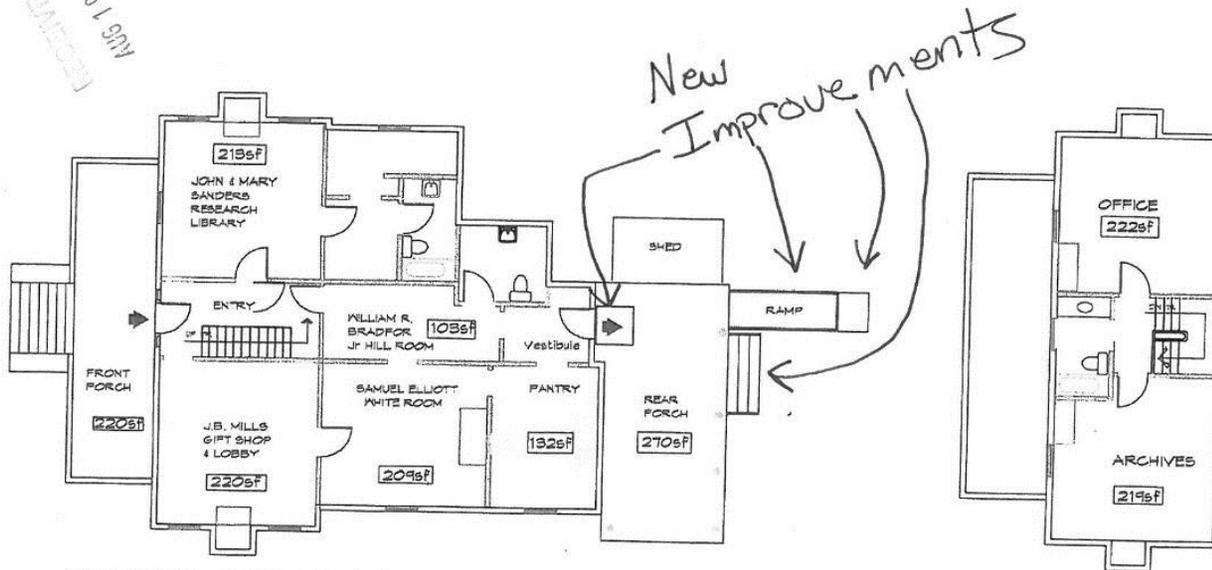
**STOP**  
 PLEASE NOTE  
 This Drawing must be returned signed & approved, any delay will result in delayed production time. We DO NOT assume responsibility for errors of any kind. Please inspect this drawing thoroughly to insure that all spelling is correct and that the artwork is accurate and correctly dimensioned.

Proposed location of new sign, walkway



# Proposed Location of Front Sign

Aug 19 2015  
CENTRO



FIRST FLOOR PLAN - CH=8'-8"

SECOND FLOOR PLAN - CH=8'-10"

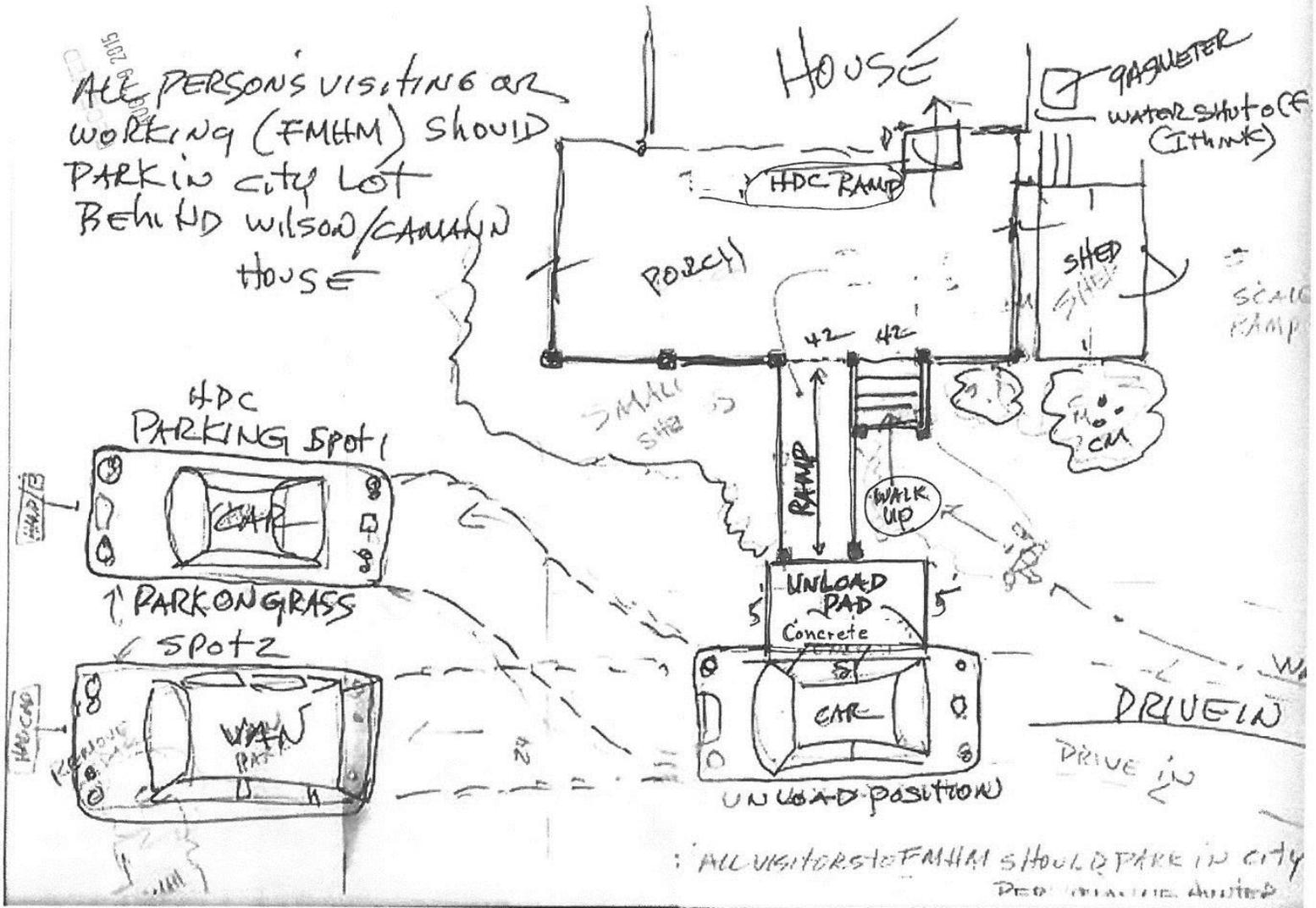
Floor to Floor = 10'-7"

FORT MILL HISTORY MUSEUM  
107 Clebourne Street  
Fort Mill, SC

RAV2015

# Changes to Rear of House

ALL PERSONS VISITING OR WORKING (FMHM) SHOULD PARK IN CITY LOT BEHIND WILSON/CANNON HOUSE





## **New Wheelchair Ramps, Steps, Door**



**Rear Improvements (concrete pad,  
ramp, stairs, door)**



EXHIBIT  
AUG 19 2015

← old wooden door that was on the rear entry

## Old Rear Entry Door



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new door, steel (fireproof)  
& wider entry

## New Rear Entry Door



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AUG 19 2015

← Wheelchair entry ramp (wooden)

## New Porch Wheelchair Ramp



Sign size 36" H X 48" wide  
made of metal

## Proposed Secondary Sign



Potential Secondary Sign Locations