



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

AGENDA

CALL TO ORDER

APPROVAL OF MINUTES

1. HRB Meeting: January 13, 2015 *[Pages 2-4]*

NEW BUSINESS

1. Request for Certificate of Appropriateness *[Pages 5-8]*

Applicant Name:	Candace Windell
Owner Name:	The Clebourne House
Property Address:	138 Clebourne Street
Purpose:	Request to approve a covered shelter over existing courtyard area at The Clebourne House
Zoning:	LC / Historic District

ADJOURN

**MINUTES
TOWN OF FORT MILL
HISTORIC REVIEW BOARD MEETING
January 13, 2015
Town Hall, 112 Confederate Street
4:30 PM**

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

Absent: None

Guests: Jason Cloud, Jimmy Wilhide, Chris Wolfe, Pam Bright

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

ELECTION OF CHAIR & VICE-CHAIR FOR 2015

Assistant Planner Pettit noted the first order of business would be to elect a Chair and Vice-Chair for 2015.

Acting Chairman Roman asked for nominations for Chair. Mr. Couchenour nominated Mr. Roman for Chair. Mr. Heemsoth seconded the motion. Acting Chairman Roman asked if there were any other nominations. Hearing none, the motion to elect Mr. Roman as Chair was put to a vote. The Board voted 6-0 to approve Mr. Roman as Chair, with Mr. Roman abstaining.

Chairman Roman asked for nominations for the position of Vice-Chair. Mr. Heemsoth nominated Mr. Dodd for Vice-Chair. Mr. Couchenour seconded the motion. Chairman Roman asked if there were any other nominations. Hearing none, the motion to elect Mr. Dodd as Vice-Chair was put to a vote. The Board voted 6-0 to approve Mr. Dodd as Vice-Chair, with Mr. Dodd abstaining.

APPROVAL OF MINUTES

Mr. Heemsoth made a motion to approve the minutes from the December 9, 2014 meeting as presented, with a second by Mr. Couchenour. The minutes were approved by a vote of 7-0.

OLD BUSINESS

- 1. Request for Certificate of Appropriateness: 203/205 Main Street:** Chairman Roman provided a brief overview of the request, the purpose of which was to renovate the exterior of 203 and 205 Main Street for use as a restaurant. Assistant Planner Pettit noted that this was a continuation of a previously presented application and that the applicants were bringing back additional information as requested during the December HRB meeting. Jimmy Wilhide and Jason Cloud, architect and tenant respectively, presented additional

information regarding fencing/railing, landscaping, lighting, signage, and the renovation of the exterior wall related to filling in beam pockets and painting. Chairman Roman asked members of the Board to comment on the proposed painting of the exterior wall since the change was significant in nature. Hearing no objection, Chairman Roman asked if there were any additional comments regarding the application. There being no further comments, Ms. Blair made a motion to approve the exterior modifications as presented in the application materials, which includes the following:

- Installation of 4' fence and four (4) brick columns surrounding the perimeter of the project area;
- Installation of deck railings, 1.5" x 1.5" wood pickets painted black;
- Installation of landscaping per the provided landscape plan, including shrubs (otto luyken laurel) surrounding the deck, vine (star jasmine) on lattice surrounding perimeter of exterior cooler, and a tree (pin oak or willow oak) along the north west edge of the project area;
- Installation of lighting, per the provided lighting plan, including outdoor wall lights, canopy lights, string lights, and signage lighting;
- Installation of project signage, per the provided sign drawings; and,
- Renovation to the exterior wall to include filling in of beam pockets with brick and painting the existing red painted brick to match the building front (gray).

Mr. Heemsoth seconded the motion. There being no further discussion, Chairman Roman called for a vote. The motion was approved by a vote of 7-0.

NEW BUSINESS

1. **Request for Certificate of Appropriateness: 301 Tom Hall Street:** Chairman Roman provided a brief overview of the request, the purpose of which was to install 24' by 12' storage building at the rear of the Unity Presbyterian Church campus. Assistant Planner Pettit noted that the request is associated with the previously approved demolition of the church manse, as the storage building will be utilized to temporarily store items from the manse until a permanent solution is put into place. Chris Wolfe, representing Unity Presbyterian Church, presented the Church's plan for the storage building noting its location being shielded from most views. Mr. Wolfe noted that the Church planned to paint the structure to match the brick of the sanctuary buildings and that the Church's plan would be to use the storage building for approximately 3-5 years until a permanent plan were to be determined. Mr. Heemsoth made a motion to approve the storage building as presented. Ms. White seconded the motion. There being no further discussion, Chairman Roman called for a vote. The motion was approved by a vote of 7-0.

ITEMS FOR INFORMATION / DISCUSSION

1. **Update Regarding the Unified Development Ordinance:** Mr. Cronin provided an update regarding the ongoing development of a Unified Development Ordinance. Town staff will be in touch with Chairman Roman in regards to joining the steering committee for the project.

2. **Information Regarding Continuing Education:** Mr. Cronin provided an update on the continuing education requirements for Board members. Mr. Cronin reminded the Board that members must meet training/education requirements per South Carolina law, which consists of 6 hours for new members and 3 hours for renewed members. Town staff is working with the City of Tega Cay to develop a training program for 2015 to bring training opportunities closer to Town. The first date of training is January 22nd at 7:00 p.m. and would be a discussion of sustainability/low impact design related to stormwater. Mr. Cronin asked if there were any specific topics for future training seminars, to which the Board provided numerous requests.

There being no further items listed on the agenda, Chairman Roman called for a motion to adjourn. The meeting was adjourned at 5:10 p.m.

Respectfully submitted,

Chris Pettit
Planning Department



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 1/29/15

Property Information

Location: Certified house no. 138 street Clebourne
Located between cross streets of Grier & Hwy 160 East
and _____

Applicant/Owner Information

Applicant name Candace Windell Telephone 803-242-9728
Mailing address 138 Clebourne Street Fort Mill, SC 29715
Owner name (if different) _____ Telephone _____
Mailing address e-mail: events@theClebournehouse.com

Other Project Contacts

Author of drawing _____ Telephone _____
Contractor, if known JMAC Construction Telephone 803-957-3332
Montech Pole building Systems

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

- Application, adequately filled out
- Site plan
- Photos of existing, overall views
- Bldg. elevations, floor plans
- Detail photos
- Manufacturer's literature
- Streetscape photos
- Paint chips or other samples
- _____ commission secretary's initials

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS - Page 2

WORK SUMMARY Please check areas of proposed work and explain below as needed.

	<u>Type of work proposed</u> (check all that apply)	<u>Detailed on drawings</u> (check as appropriate)	<u>Explained below</u> (check as appropriate)
DEMOLITION	_____	_____	_____
REHABILITATION OF EXISTING BUILDINGS			
Foundations	_____	_____	_____
Masonry	_____	_____	_____
Siding	_____	_____	_____
Roof	_____	_____	_____
Gutters/downspouts	_____	_____	_____
Chimney	_____	_____	_____
Doors/entrances	_____	_____	_____
Windows	_____	_____	_____
Porch	_____	_____	_____
Cornice/frieze	_____	_____	_____
Ornamentation	_____	_____	_____
Awning/canopy	_____	_____	_____
Storefront	_____	_____	_____
Color/painting	_____	_____	_____
Other	_____	_____	_____
(explain below)			
ADDITIONS TO BUILDINGS			
Room addition	_____	_____	_____
Garage	_____	_____	_____
Porch or deck	_____	_____	_____
Greenhouse	_____	_____	_____
Dormer	_____	_____	_____
Skylight	_____	_____	_____
Chimney	_____	_____	_____
Other	_____	_____	_____
(explain below)			
NEW STRUCTURE	_____	_____	_____

Covering over the courtyard. Magnolia tree is diseased despite shots of fertilizer. Concrete creates lack of water for tree. We will remove that tree and cover from old oak tree to fence and porch to opposite fence. detail will match house, hip roof will match copper metal roof over front porch but it will be black to match house.

Neighborhood Works 1988

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS, Page 3

SITE WORK

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

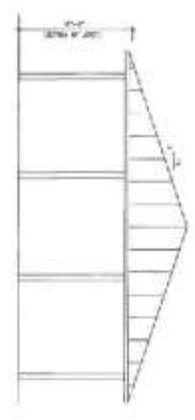
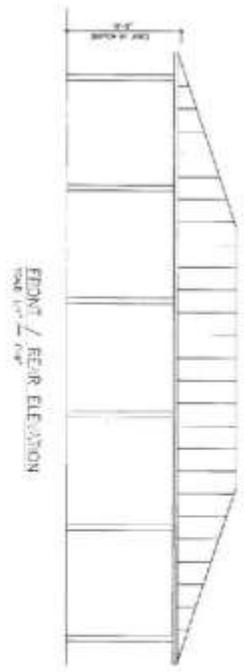
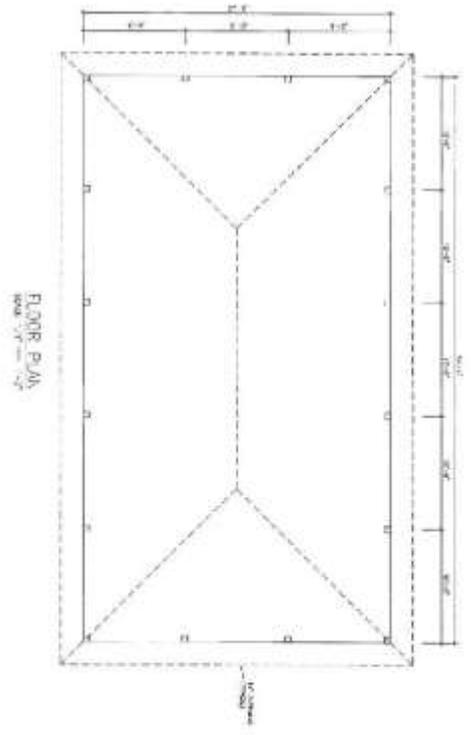
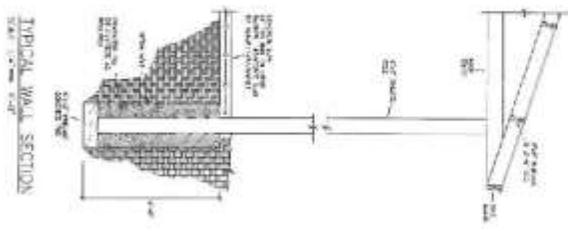
EXPLAIN PROPOSED WORK: (attach continuation sheets as needed)

Candace C. Wendell
Signature of Applicant

1/29/15
Date

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

yes no



JWC CONSTRUCTION /
 WHITE PINE
 BUILDING SYSTEMS
 LENOIR, NC
 800-887-3333

NOTE: Owner/Contractor to verify
 all dimensions prior to construction.

NO.	DATE	BY
1	11/11/11	JWC

A SHELTER FOR
 CLEBOURNE HOUSE
 138 CLEBOURNE STREET
 FORT MILL, S.C. 29715

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