



**Historic Review Board
205 N. White Street
February 10, 2026
4:30 p.m.**

Agenda

CALL TO ORDER

APPROVAL OF MINUTES

1. HRB Meeting: January 13, 2025 [pages 2 - 52]

NEW BUSINESS

1. **Request for Certification of Appropriateness** [pages 53 - 73]
Applicant Name: Fort Mill History Museum
Owner Name: Christia Humburg, Executive Director
Property Address: 107 Clebourne Street, Fort Mill
Purpose: Certification of Appropriateness request for Phase 1 of a 6 Phase project at the history museum.
Property Information: Local Commercial (LC) within Historic Preservation District
2. **Request for Certification of Appropriateness** [pages 74 - 82]
Applicant Name: Bianca Miller, for Needle Worx Studio
Owner Name: Kaiser Properties, LLC
Property Address: 214 Main Street, Suite #101
Purpose: Certification of Appropriateness request to wrap an existing projecting wall sign with the logo and name of the new tenant, Needle Worx Studio.
Property Information: Local Commercial (LC) within Historic Preservation District

INFORMATION AND DISCUSSION

1. Save the date for Continuing Education Class: Thursday, February 26, 2026

ADJOURN

*The following press was notified of the meeting by email or fax in accordance with the Freedom of Information Act: **The Herald, CN2, WRHI, WSOC, and WBTV.** The agenda was also posted at the entrance to Town Hall the required length of time and on the Town website. The Town of Fort Mill is committed to assuring accessibility with reasonable accommodation, of Town services and facilities for all individuals, in compliance with federal law. Please contact the Town Manager's Office at 803-547-2116 if you need assistance.*

TOWN OF FORT MILL
HISTORIC REVIEW BOARD MEETING

January 13th, 2026

205 N. White St

4:30 p.m.

Present: Chairwoman Megan Brinton, Vice Chairman David Booth, Elizabeth Leventis, Scott Couchenour, Hynek Lettang, Joanne Walker, David Helms (4:37 p.m.), Assistant Town Manager Chris Pettit, Deputy Planning Director Joey Adams-Raczkowski, Planner Emily Hawkins

Guests: See attached sign in sheet

Chairwoman Megan Brinton called the Historic Review Board meeting to order at 4:31 p.m. on Tuesday, January 13th, 2026.

ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON

Elizabeth Leventis made a motion to elect Megan Brinton as Chairperson. Scott Couchenour seconded the motion. The motion to elect Megan Brinton as Chairperson was approved by a vote of 6-0.

Mr. Couchenour made a motion to elect David Booth as Vice Chairperson. Ms. Leventis seconded the motion. The motion to elect David Booth as the Vice Chairperson was approved by a vote of 6-0.

APPROVAL OF MINUTES

Chairwoman Megan Brinton asked for a motion to approve Historic Review Board meeting minutes from October 14th, 2025 to be made. Scott Couchenour made the motion. Joanne Walker seconded the motion. The motion to approve the minutes from October 14th, 2025, was approved by a vote of 6-0.

NEW BUSINESS

1. Request for Certificate of Appropriateness (COA) at 104 Williamson St

Assistant Town Manager Chris Pettit introduced Jerry Gronske, Property Owner, and allowed Mr. Gronske to give a presentation on the proposed project. Mr. Gronske

provided background on his ownership of the property and his development team and then introduced the applicant, Patrick Tormeno of BB + M Architecture, to continue to presentation. Mr. Tormeno presented a timeline map displaying what years each portion of the mill building was constructed and noted that the applicant is working very closely with the National Park Service (NPS) and the State Historic Preservation Office (SHPO) to maintain the character of the building. He provided an overview and summary of the plans for demolition, which are attached to these minutes as Sheet C0.00 and Sheets C0.02 – C0.08.

Mr. Tormeno displayed the elevations and noted that the developer will keep the style of all windows and doors true to the time period of the existing building. Mr. Tormeno noted that the rooftop mechanical units are set back relatively far from the façade and should not be visible from the surrounding roads and sidewalks. Additionally, it was noted that the windows on the basement portion of the 1937 façade will be apartment units with new openings to allow for private patios. While Mr. Tormeno discussed the differences in the updated 1937 and 1892 facades, Vice Chairman David Booth requested clarification on why the refurbished facades will differ in color and style choices. Mr. Tormeno explained that the State Historic Preservation Office wanted to keep each area of the façade true to its original construction date. Mr. Pettit explained that this is something noted in Town design guidelines for the purpose of not falsifying history.

Mr. Tormeno began to discuss the interior courtyard in the proposed building and noted there is an opening to the courtyard facing Williamson Street and that it is the only exterior opening to the courtyard. Material choices for this courtyard were discussed and Mr. Tormeno brought out a sample of corrugated metal panels that would line the walls. Mr. Tormeno noted that he was aware that corrugated metal panels are typically not allowed in the MXU but due to historic preservation standards, the developer cannot use brick as they would be mimicking the remainder of the structure and would like a clear definition of old and new. The applicant requested that this paneling be approved due to those reasons even though it is not an allowed material in the MXU district. Mr. Tormeno assured the board that the metal panels will not be visible from the road and only visible to residents in the courtyard.

David Helms asked the applicant if NPS or SHPO requires any exterior signage to document the history of the mill building. Mr. Gronske indicated that in the leasing office, there will be a museum to tell the story of the mill which will be available to the public.

The board reverted to the metal paneling. Mr. Pettit noted that the Town Zoning Ordinance indicates that metal should not be used as a primary building material in an

MXU district. Mr. Helms indicated that the proposed metal paneling should not be considered primary and is more of a secondary building material.

Justin Maxwell, a landscape architect from DPR Design began his presentation to the board. Mr. Maxwell displayed site plans and reference the corner at Williamson Street and Link Street where a park and dog park area will be constructed. Mr. Maxwell indicated that the green space will be open to the public, but the dog park is for residents only. The plans for the streetscape along Watson Street were presented to the board. Mr. Maxwell began to show pool and resident amenity plans. Mr. Maxwell indicated standard grey pavers, a raised fire pit, concrete slab benches, a rectangular pool, outdoor kitchen with shade structure, and a synthetic turf area. Scott Couchenour requested additional drawings on the amenity areas and Mr. Maxwell indicated they only had a site plan at this stage of development.

Mr. Maxwell displayed plans for the courtyard. He indicated planters, greenery, and potentially some seating areas. Joanne Walker requested clarifications on access points to the courtyard. Mr. Maxwell indicated the entrance from the amenity area and a couple of other doors used as access points to the building. Mr. Maxwell detailed another amenity space next to the existing guard house that will have an outdoor kitchen, dining space, and fire pit.

Chairwoman Megan Brinton entertained a motion. Hynek Lettang made a motion to approve the selection of the windows, the layout of the windows, the treatment on the ancillary buildings, the restoration and demolition work necessary to restore brick structures surrounding the main building, and the effort to expose the center section of the structure; all contingent upon SHPO approval. Elizabeth Leventis made an amendment to the approval motion to include materials and language from SHPO presented by the applicant at the meeting. Scott Couchenour seconded the motion. The motion to approve the selection of the windows, the layout of the windows, the treatment on the ancillary buildings, the restoration and demolition work necessary to restore brick structures surrounding the main building, and the effort to expose the center section of the structure; all contingent upon SHPO approval, with the amendment for the applicant to provide staff with materials presented at the meeting and approval language from SHPO, was approved by a vote of 7-0.

INFORMATION AND DISCUSSION

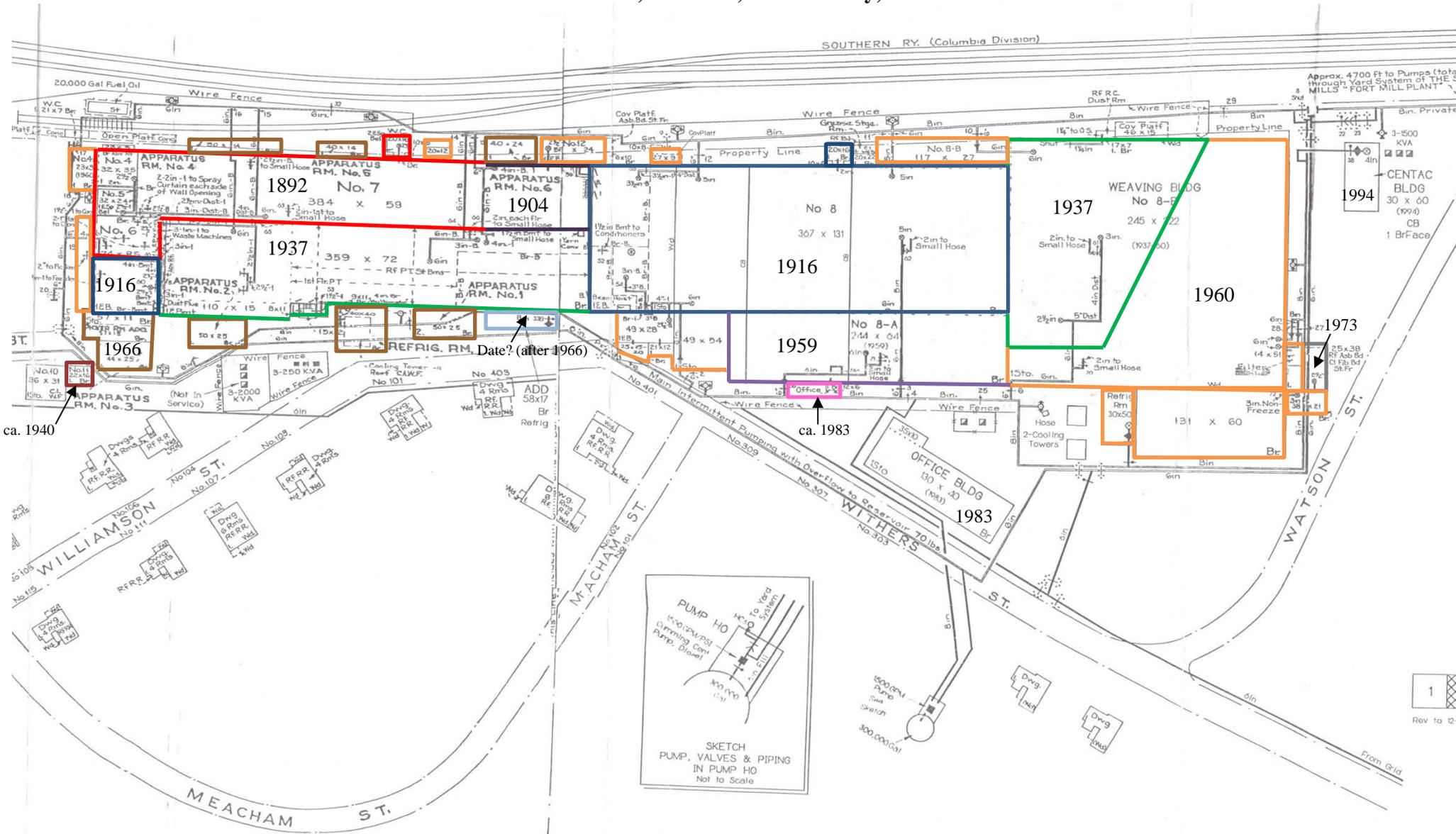
1. Boards and Commission Calendar: Planner Emily Hawkins presented the calendar for the 2026 Boards and Commissions meetings.

Chairman Megan Brinton asked for a motion of adjournment to be made. Scott Couchenour made a motion to adjourn the meeting. Elizabeth Leventis seconded this motion. The motion of adjournment was approved by a vote of 7-0.

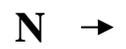
The meeting adjourned at 6:08 p.m.

Respectfully Submitted by Emily Hawkins
Planner
February 2nd, 2026

Fort Mill Manufacturing Company Mill No. 2 (White Plant) Evolution
104 Williamson Street, Fort Mill, York County, South Carolina



B. K. Cox, "Springs Industries, Inc.: White," Factory Mutual Engineering Association, January 1, 1961, map updated January 22, 1997
 Construction date annotations by Heather Fearnbach, Fearnbach History Services, Inc. / November 2023



GENERAL NOTES

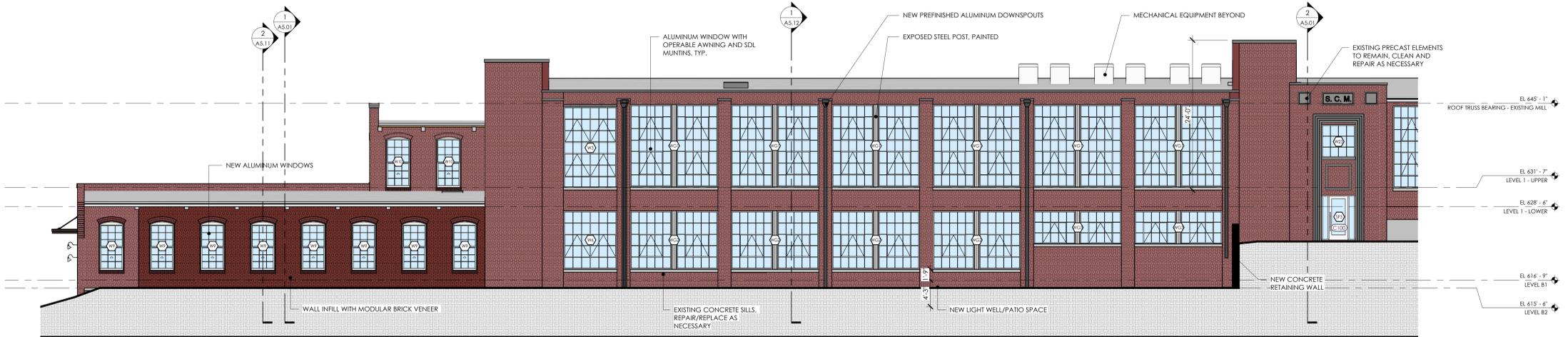
1. WINDOW TRIM TO MATCH COLOR OF SURROUNDING PANEL.
2. PROVIDE VERTICAL CONTROL JOINTS AT NEW MASONRY VENEER AT CHANGES IN WALL HEIGHT, NEAR CORNERS ON RETURN WALL 2'-0" BACK FROM FACE OF MAIN VENEER, AT INSIDE CORNER OF SETBACKS, AT OFFSETS, AND ALIGNED WITH VERTICAL EDGES OF WINDOWS. PROVIDE HORIZONTAL CONTROL JOINTS AT LOOSE LINTEL, EXTEND IN 1/4" PAST EDGE OF LINTEL.
3. BRICK CONTROL JOINTS ARE TO BE FREE OF MORTAR AND PROVIDED WITH BACKER ROD AND SEALANT.
4. SIGNAGE SHOWN FOR LOCATION PURPOSES ONLY. FINAL SIGNAGE TO BE DETERMINED.
5. REPOINT EXISTING BRICK MORTAR AS NEEDED.
6. PAINT EXPOSED STEEL WINDOW HEADERS WHERE APPLICABLE.
7. ALL NEW MORTAR TO MATCH EXISTING MORTAR. USE WHITE SAND OR COLORED SAND AS NECESSARY TO MATCH COLORS. MULTIPLE MORTAR SELECTIONS WILL BE REQUIRED FOR THE BUILDING, TO BE CONFIRMED BY ARCHITECT.

MATERIAL LEGEND:

- BRK-1:** EXISTING BRICK TO REMAIN; REPOINT MORTAR AS NECESSARY.
- BRK-2:** NEW MODULAR BRICK INFILL; MORTAR JOINT SIZES TO MATCH EXIST.
- MTL-1:** CORRUGATED METAL PANEL; B.O.D; FABRAL HEFT-RIB
- UP-DOWN NARROW BEAM LED LIGHT FIXTURE
- RLM LED WALL SCONCE
- GOOSENECK LED SIGNAGE SCONCE



3
A4.01
WEST ELEVATION - 1892_AREA A
SCALE: 1/8" = 1'-0"



2
A4.01
EAST ELEVATION - 1916/1937_AREA A
SCALE: 1/8" = 1'-0"



1
A4.01
SOUTH ELEVATION - 1892/1916_AREA A
SCALE: 1/8" = 1'-0"

PRELIMINARY
NOT FOR REGULATORY
APPROVAL, PERMITTING,
OR CONSTRUCTION

HRB SUBMITTAL

SPRINGS MILL -
ADAPTIVE REUSE

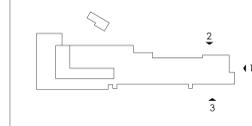


LOCATION / FORT MILL, SC
PROJECT # / 23JUN410
DATE / 12.23.2025
DRAWN / PTL/C/CAH

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REVISIONS		
NO.	DESCRIPTION	DATE

**BUILDING ELEVATIONS -
AREA A**



A4.01

GENERAL NOTES

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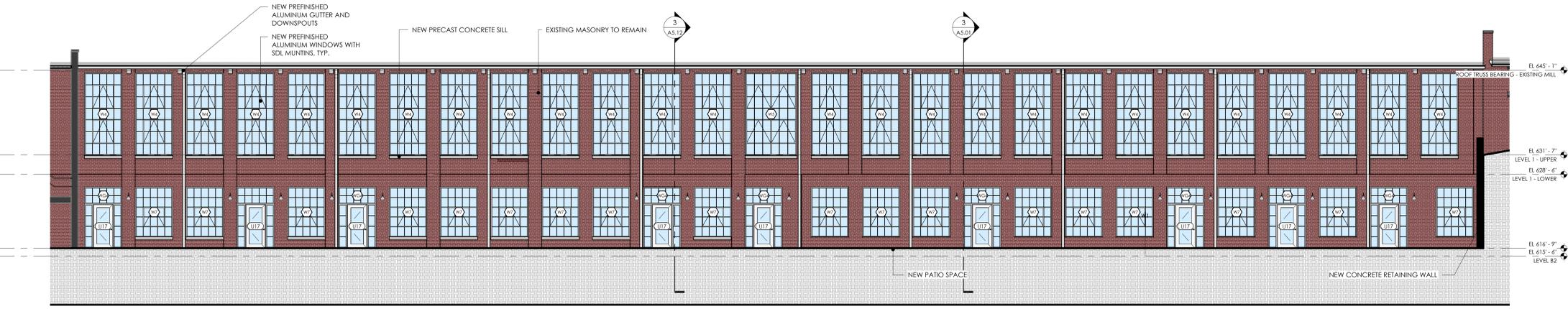
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-  RLM LED WALL SCONCE
-  GOOSENECK LED SIGNAGE SCONCE



4 SOUTH ELEVATION - 1959_AREA C
SCALE: 1/8" = 1'-0"

3 EAST ELEVATION - 1916_AREA B_2
SCALE: 1/8" = 1'-0"



2 EAST ELEVATION - 1937_AREA B
SCALE: 1/8" = 1'-0"



1 WEST ELEVATION - 1892_AREA B
SCALE: 1/8" = 1'-0"

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OR CONSTRUCTION

HRB SUBMITTAL

SPRINGS MILL -
ADAPTIVE REUSE

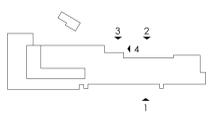


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**BUILDING ELEVATIONS -
AREA B + C**

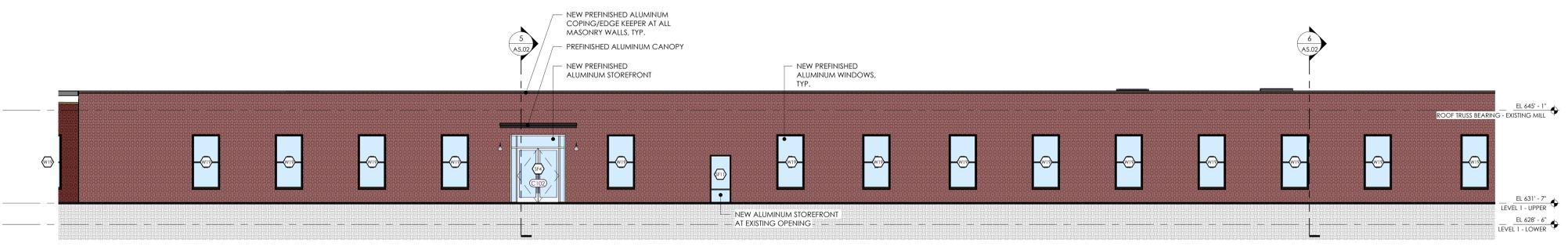


GENERAL NOTES

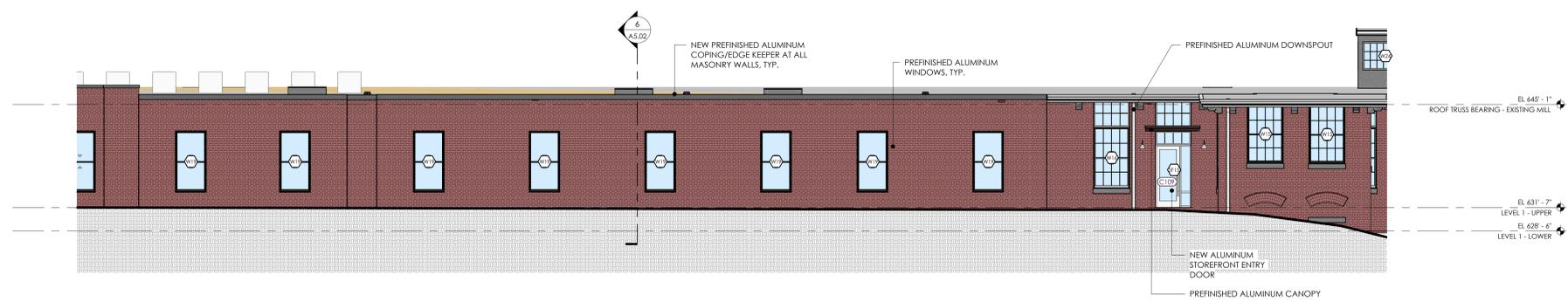
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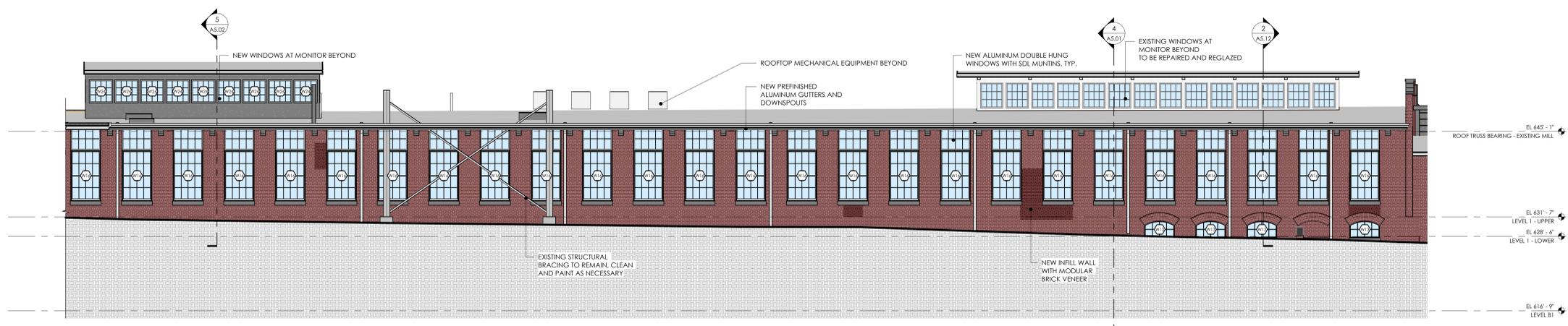
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-  RIM LED WALL SCONCE
-  GOOSENECK LED SIGNAGE SCONCE



3
A4.03 EAST ELEVATION - 1959_AREA C
SCALE: 1/8" = 1'-0"



2
A4.03 WEST ELEVATION - 1916_AREA C_2
SCALE: 1/8" = 1'-0"



1
A4.03 WEST ELEVATION - 1904/1916_AREA C
SCALE: 1/8" = 1'-0"

PRELIMINARY
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HRB SUBMITTAL

SPRINGS MILL -
ADAPTIVE REUSE

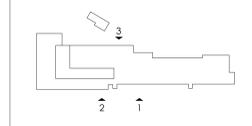


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BUILDING ELEVATIONS -
AREA C



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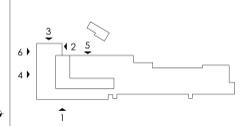


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BUILDING ELEVATIONS -
AREA D

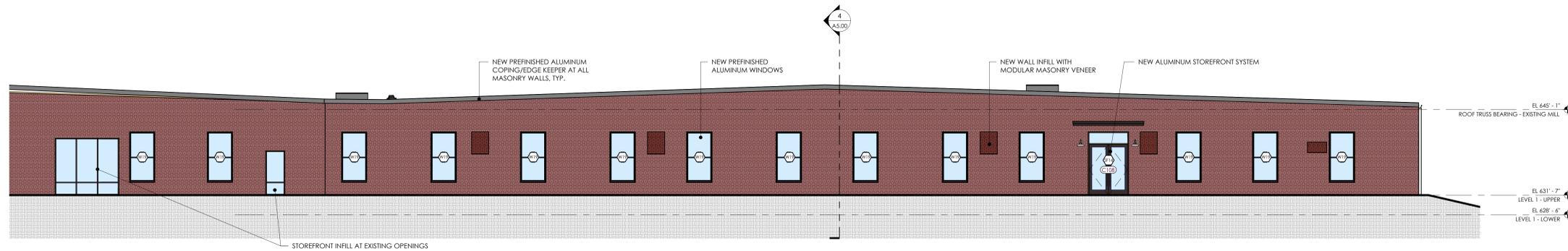


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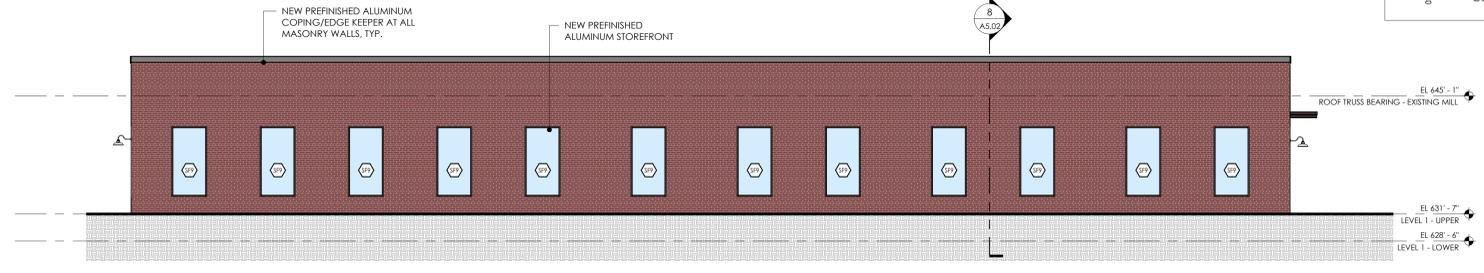
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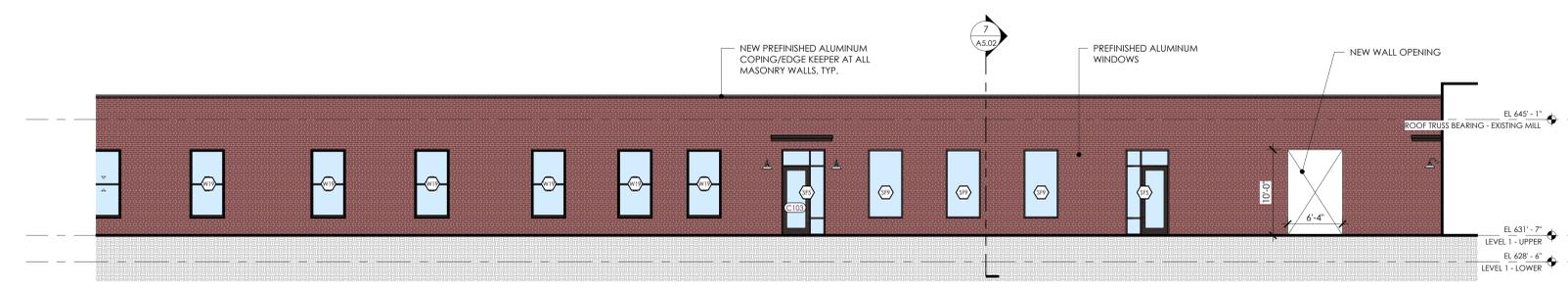
4 NORTH ELEVATION - 1960_AREA D
SCALE: 1/8" = 1'-0"



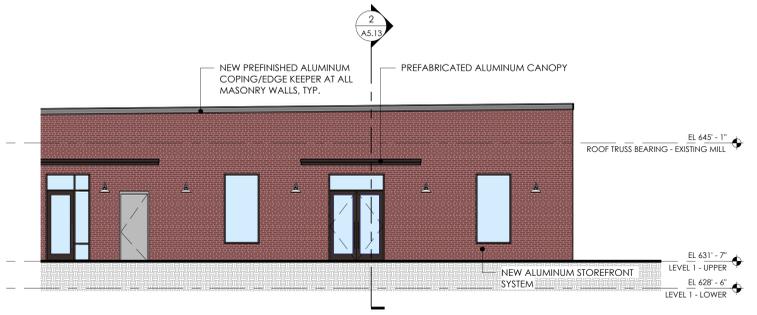
6 NORTH ELEVATION - 1960_AREA D
SCALE: 1/8" = 1'-0"



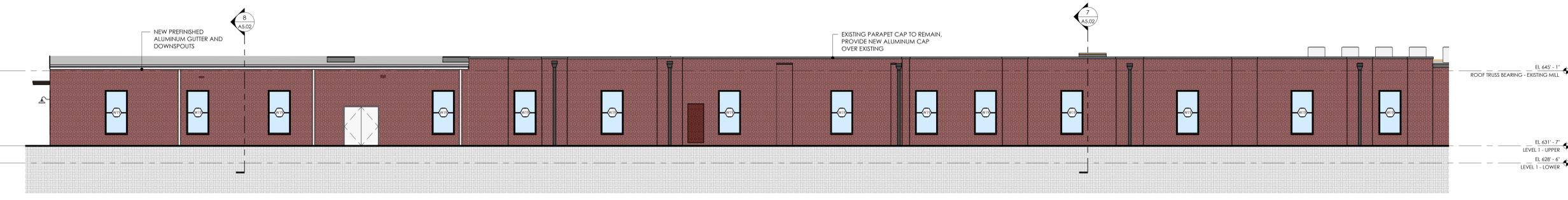
3 EAST ELEVATION - 1960_AREA D
SCALE: 1/8" = 1'-0"



5 EAST ELEVATION - 1959/1960_AREA D
SCALE: 1/8" = 1'-0"



2 SOUTH ELEVATION - 1960_AREA D
SCALE: 1/8" = 1'-0"



1 WEST ELEVATION - 1937/1960_AREA D
SCALE: 1/8" = 1'-0"

PRELIMINARY
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HRB SUBMITTAL

SPRINGS MILL -
ADAPTIVE REUSE

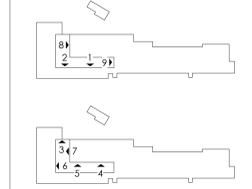


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PROJECT # / 23UN410
DATE / 12.23.2025
DRAWN / PTL/C/CAH

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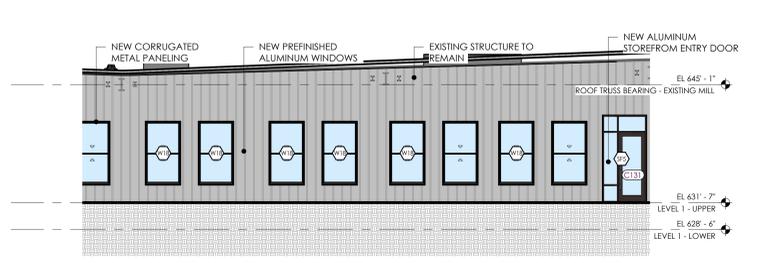
REVISIONS		
NO.	DESCRIPTION	DATE

**BUILDING ELEVATIONS -
INTERIOR COURTYARD**

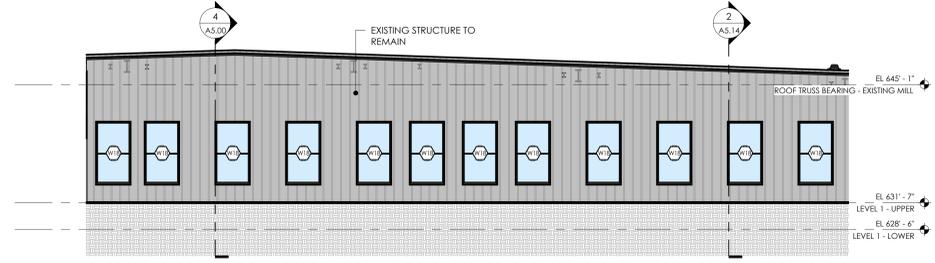


- GENERAL NOTES**
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- MATERIAL LEGEND:**
- BRK-1:** EXISTING BRICK TO REMAIN; REPOINT MORTAR AS NECESSARY.
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 - UP-DOWN NARROW BEAM LED LIGHT FIXTURE
 - RLM LED WALL SCONCE
 - GOOSENECK LED SIGNAGE SCONCE



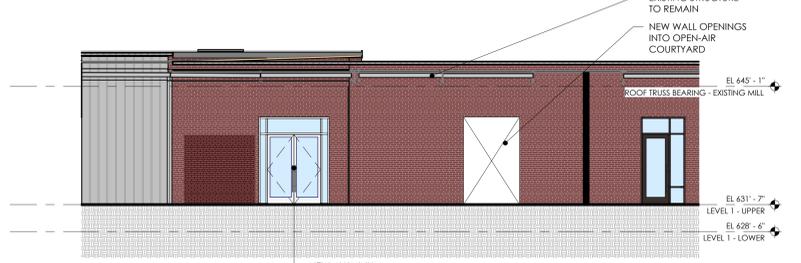
NORTH ELEVATION - 1960 INTERIOR COURTYARD
SCALE: 1/8" = 1'-0"



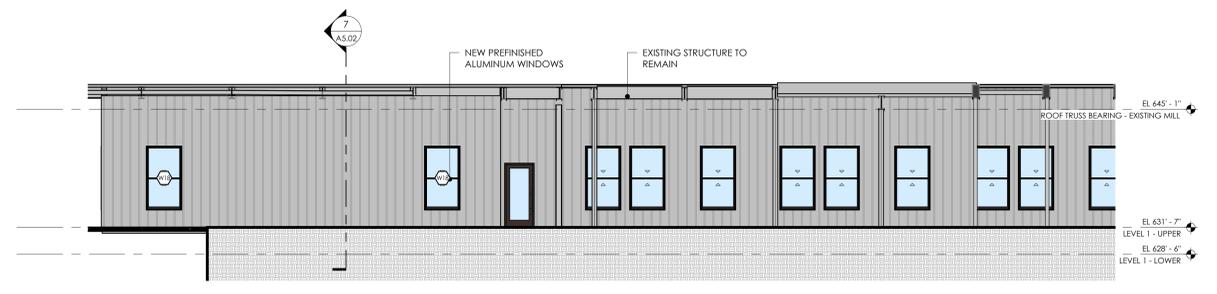
NORTH ELEVATION - 1960 INTERIOR COURTYARD
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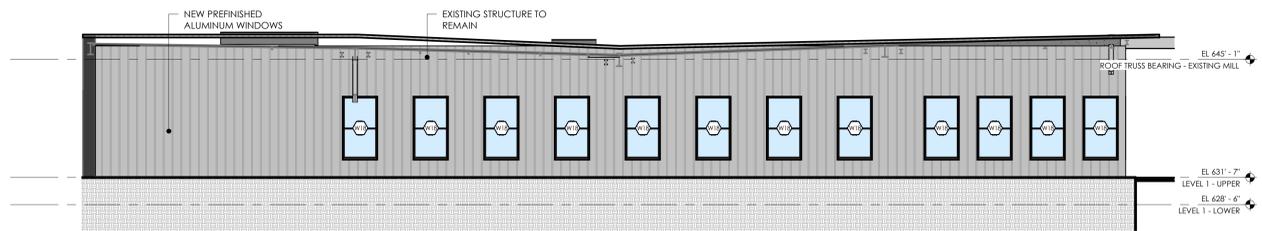
EAST ELEVATION - 1960 INTERIOR ELEVATION
SCALE: 1/8" = 1'-0"



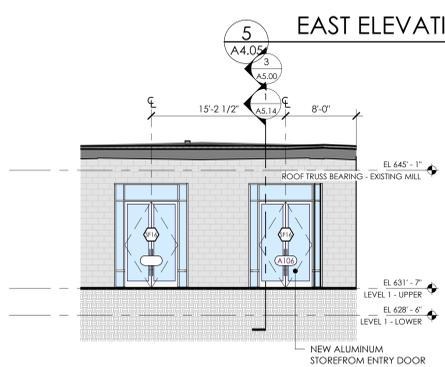
EAST ELEVATION - 1960 INTERIOR ELEVATION
SCALE: 1/8" = 1'-0"



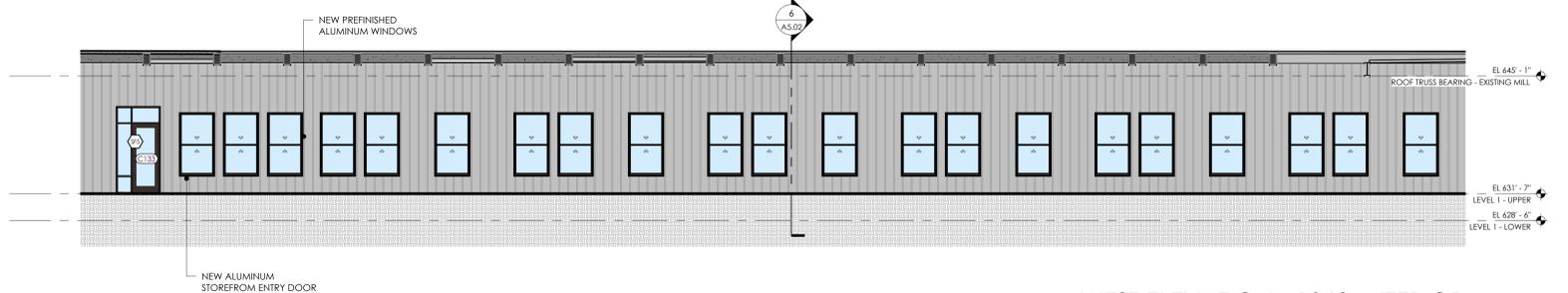
EAST ELEVATION - 1960 INTERIOR ELEVATION
SCALE: 1/8" = 1'-0"



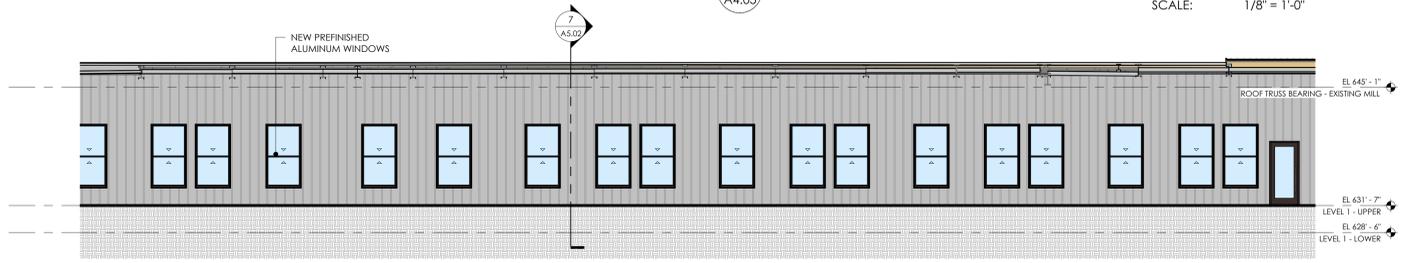
SOUTH ELEVATION - 1960 INTERIOR COURTYARD
SCALE: 1/8" = 1'-0"



SOUTH ELEVATION - 1960 INTERIOR COURTYARD 2
SCALE: 1/8" = 1'-0"



WEST ELEVATION - 1960 INTERIOR COURTYARD
SCALE: 1/8" = 1'-0"



WEST ELEVATION - 1960 INTERIOR COURTYARD
SCALE: 1/8" = 1'-0"

REVISIONS		
NO.	DESCRIPTION	DATE

GENERAL NOTES

- INSULATED GLASS TO MEET SPECIFIC LOW-E GLASS RATING, U-FACTOR & SHGC VALUES AS SPECIFIED IN COMCHECK REPORT OR EQUIVALENT
- WINDOW OPERATING PARTS TO BE MAX 48" A.F.F. IN ALL TYPE-A UNITS PER SECTION 308 IN ANSI A117.1-2017
- WINDOW MFR. TO PROVIDE OPENING CONTROL DEVICE WHERE REQUIRED (SUCH AS WINDOW LIMITER) PER SECTION 1015.4 & 1015.8 OF THE 2021 SCBC.
- WINDOW MFR. TO COMPLY W/ PRESSURE RATINGS AS SPECIFIED IN SECTION 1709.5 OF THE 2021 SCBC
- ALL WINDOWS FACING POOL COURTYARD AT LEVEL 1 TO BE SHATTERPROOF, LOCKABLE AND NORMALLY CLOSED. PROVIDE TRAVEL LIMITER FOR THESE WINDOWS.
- ALL WINDOWS GOING IN EXISTING OPENINGS TO BE FIELD MEASURED AND VERIFIED PRIOR TO FABRICATION & INSTALLATION.

WINDOW BASIS OF DESIGN NOTES

BASIS OF DESIGN: QUAKER H450 OR H650 SERIES (SEE WINDOW ELEVATIONS)
MATERIAL: ALUMINUM
FINISH: WHITE KYNAR OR BLACK KYNAR, SEE WINDOW ELEVATIONS
OPERATION: SEE WINDOW ELEVATIONS
MUNTINS: SIMULATED DIVIDED LITES WITH SPACER REFER TO DETAILS FOR PROFILES
ALUMINUM EXTERIOR & INTERIOR FINISH TO MATCH WINDOW FRAME
GLASS: CARDINAL 272 LGE

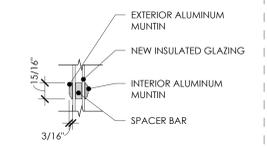
STOREFRONT BASIS OF DESIGN NOTES

BASIS OF DESIGN: KAWNEER 451T
MATERIAL: ALUMINUM
FINISH: VARIES, SEE ELEVATIONS

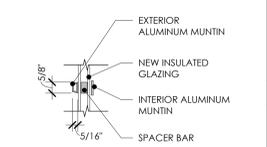
GLAZING LEGEND:

- G1 5/8" OR 1" CLEAR LOW-E INSULATED GLASS CARDINAL 272 LOW-E
- G2 5/8" OR 1" CLEAR LOW-E TEMPERED, INSULATED GLASS CARDINAL 272 LOW-E
- G3 1" CLEAR LOW-E INSULATED GLASS GUARDIAN SUNGUARD 62/27
- G4 1" CLEAR LOW-E TEMPERED, INSULATED GLASS GUARDIAN SUNGUARD 62/27
- G5 5/16" CLEAR INTERIOR FIRE RATED & TEMPERED GLASS; GLASS TO BE TEMPERATURE-RISE GLASS WHEN IN FIRE BARRIER
- G6 5/16" CLEAR INTERIOR TEMPERED GLASS
- G7 CLEAR EXTERIOR SINGLE-PANE GLASS (REPAIRED WINDOWS)

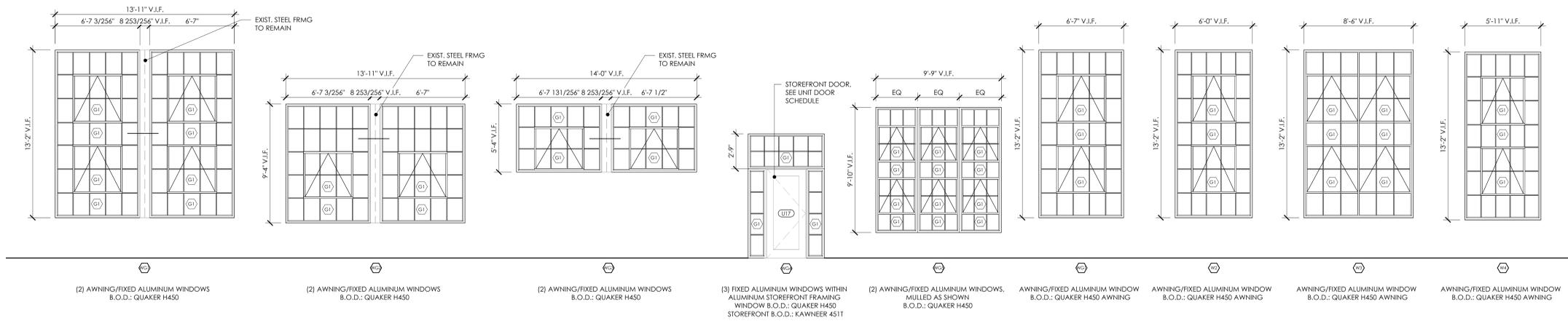
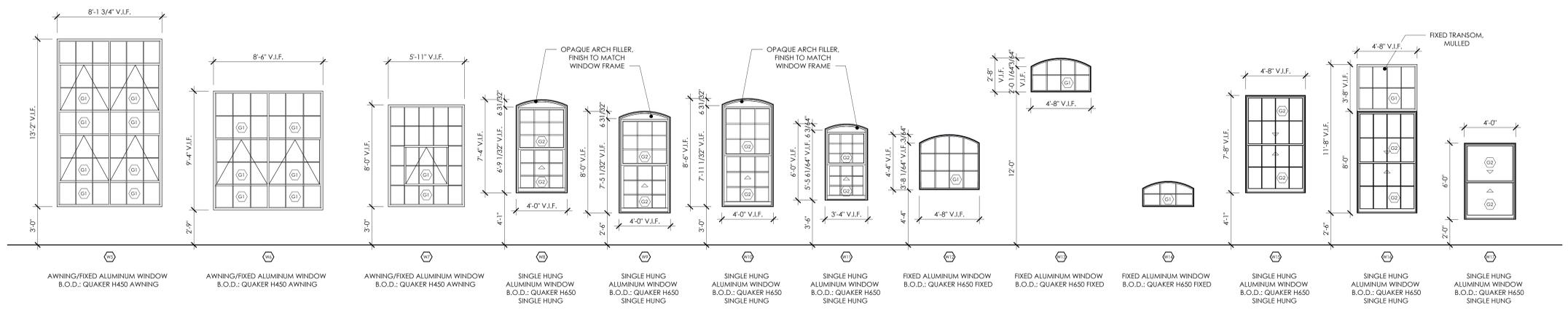
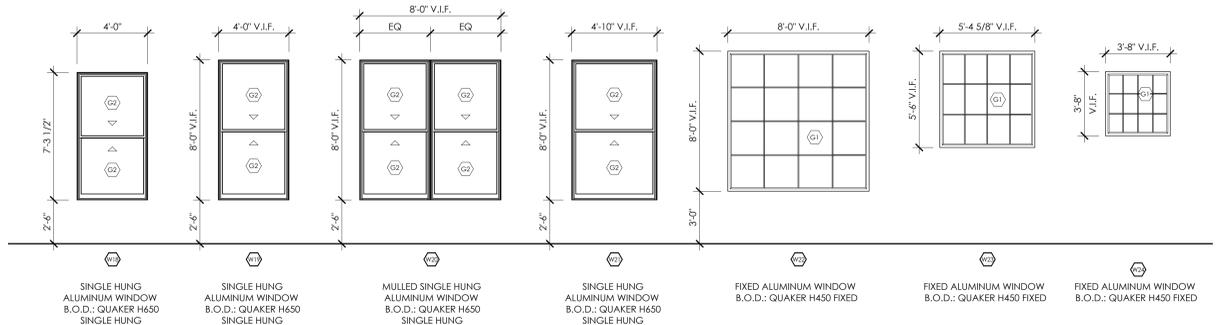
MUNTIN A - WOOD AESTHETIC
APPLICABLE FOR QUAKER H650 WINDOWS
QUAKER CE-13993



MUNTIN B - STEEL AESTHETIC
APPLICABLE FOR QUAKER H450 WINDOWS
EXTERIOR: QUAKER M16154
INTERIOR: QUAKER MAY5950



4
A6.21
TYP. MUNTIN PROFILES
SCALE: 3" = 1'-0"



GENERAL NOTES

- INSULATED GLASS TO MEET SPECIFIC LOW-E GLASS RATING, U-FACTOR & SHGC VALUES AS SPECIFIED IN COMCHECK REPORT OR EQUIVALENT
- WINDOW OPERATING PARTS TO BE MAX 48" A.F.F. IN ALL TYPE-A UNITS PER SECTION 308 IN ANSI A117.1-2017
- WINDOW MFR. TO PROVIDE OPENING CONTROL DEVICE WHERE REQUIRED (SUCH AS WINDOW LIMITER) PER SECTION 1015.4 & 1015.8 OF THE 2021 SCBC.
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 OPERATION: SEE WINDOW ELEVATIONS
 MUNTINS: SIMULATED DIVIDED LITES WITH SPACER REFER TO DETAILS FOR PROFILES
 ALUMINUM EXTERIOR & INTERIOR FINISH TO MATCH WINDOW FRAME
 GLASS: CARDINAL 272 LGE

STOREFRONT BASIS OF DESIGN NOTES

BASIS OF DESIGN: KAWNEER 451T
 MATERIAL: ALUMINUM
 FINISH: VARIES, SEE ELEVATIONS

GLAZING LEGEND:

- G1 5/8" OR 1" CLEAR LOW-E INSULATED GLASS CARDINAL 272 LOW-E
- G2 5/8" OR 1" CLEAR LOW-E TEMPERED, INSULATED GLASS CARDINAL 272 LOW-E
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- G6 5/16" CLEAR INTERIOR TEMPERED GLASS
- G7 CLEAR EXTERIOR SINGLE-PANE GLASS (REPAIRED WINDOWS)

PRELIMINARY
NOT FOR REGULATORY
APPROVAL, PERMITTING,
OR CONSTRUCTION

HRB SUBMITTAL

SPRINGS MILL -
ADAPTIVE REUSE



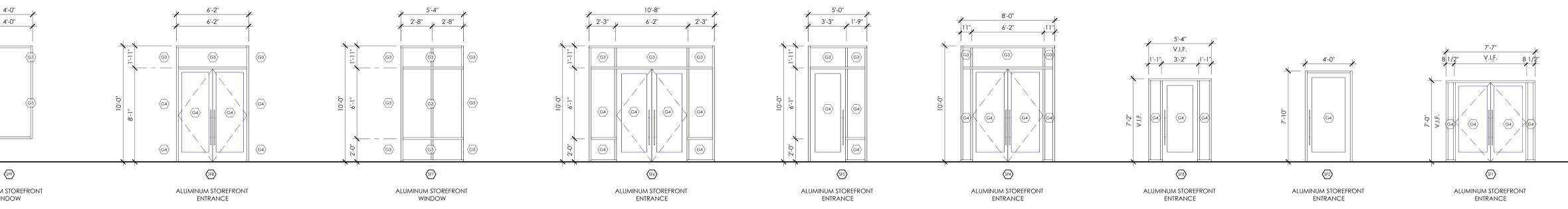
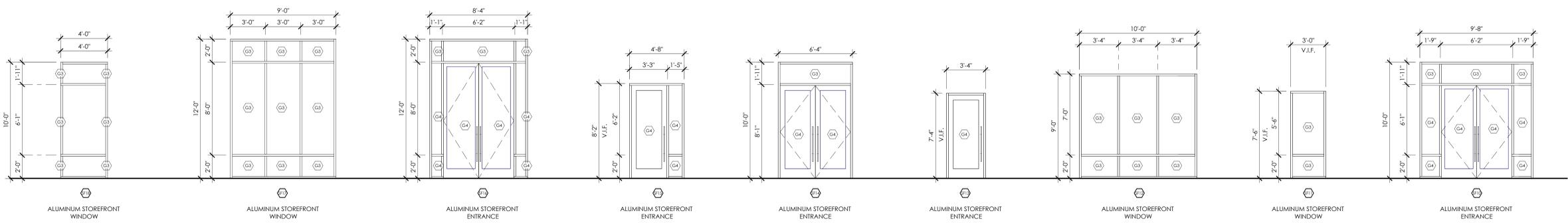
LOCATION / FORT MILL, SC
 PROJECT # / 23JN410
 DATE / 12.23.2025
 DRAWN / Author

COPYRIGHT 2025 B+B+M ARCHITECTURE PLLC.

REVISIONS		
NO.	DESCRIPTION	DATE

EXTERIOR STOREFRONT
SCHEDULE + TYPES

A6.31



1
A6.31

STOREFRONT ELEVATIONS

SCALE: 1/4" = 1'-0"

SPRINGS MILL REIMAGINATION

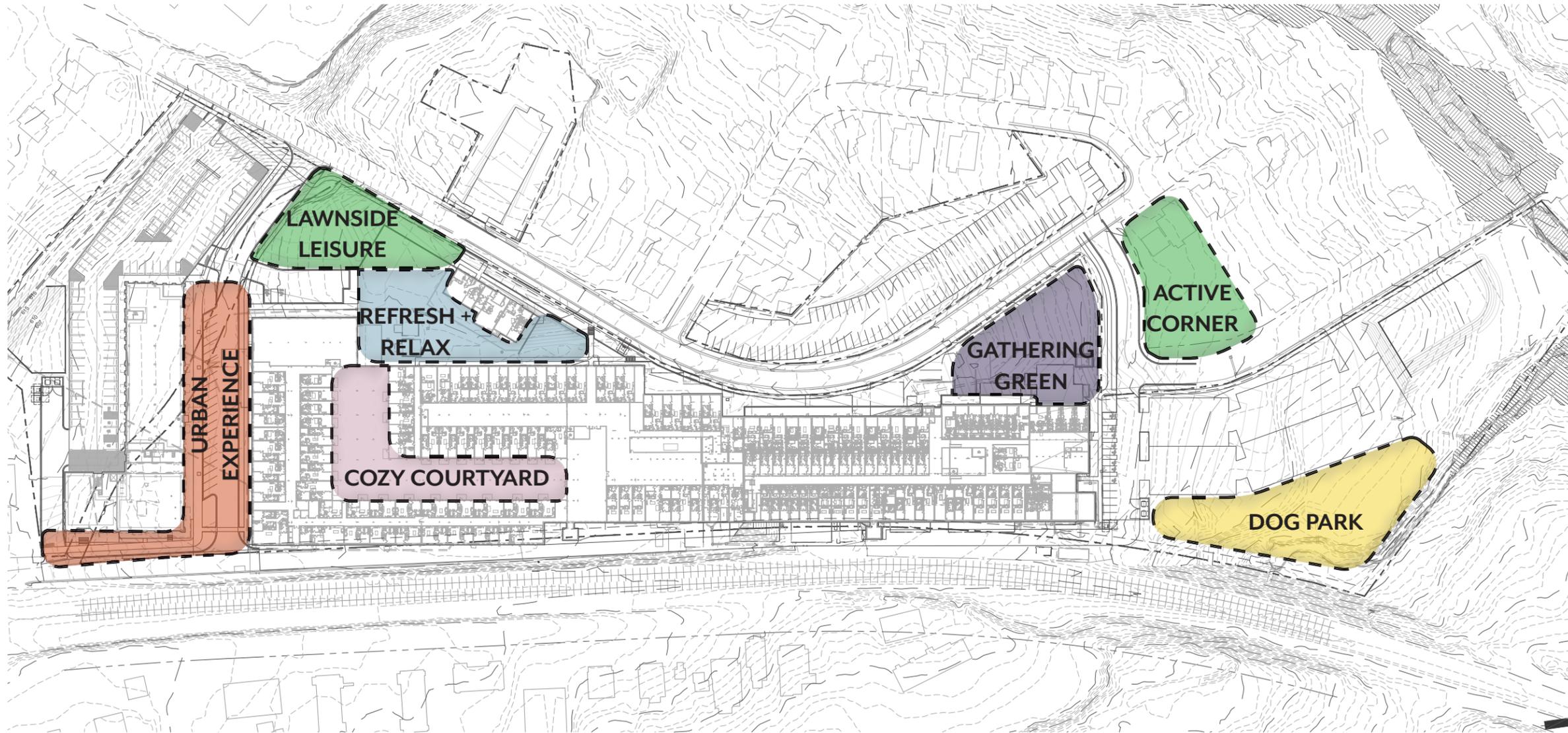
MATERIALS BOARD

01.13.2026

EXISTING CONDITIONS



FUNCTIONAL DIAGRAM



URBAN EXPERIENCE

- Street trees + native plants
- Paver/bricks
- Outdoor dining
- Raised cross walk
- Street lights + signage
- Iconic character

HILLSIDE GARDEN:

- Shade trees
- Natural planting
- Walking paths
- Boulders

REFRESH AND RELAX:

- 0 Entry pool
- Sunshelf
- Loungers
- Shade structure
- Dining tables
- Outdoor kitchen
- Fire
- Activity lawn

COZY COURTYARD

- Meandering path
- Passive recreation
- Hammocks
- Water feature
- Native plantings

ACTIVE CORNER:

- Mounding + boulders
- Activity lawn
- Playground

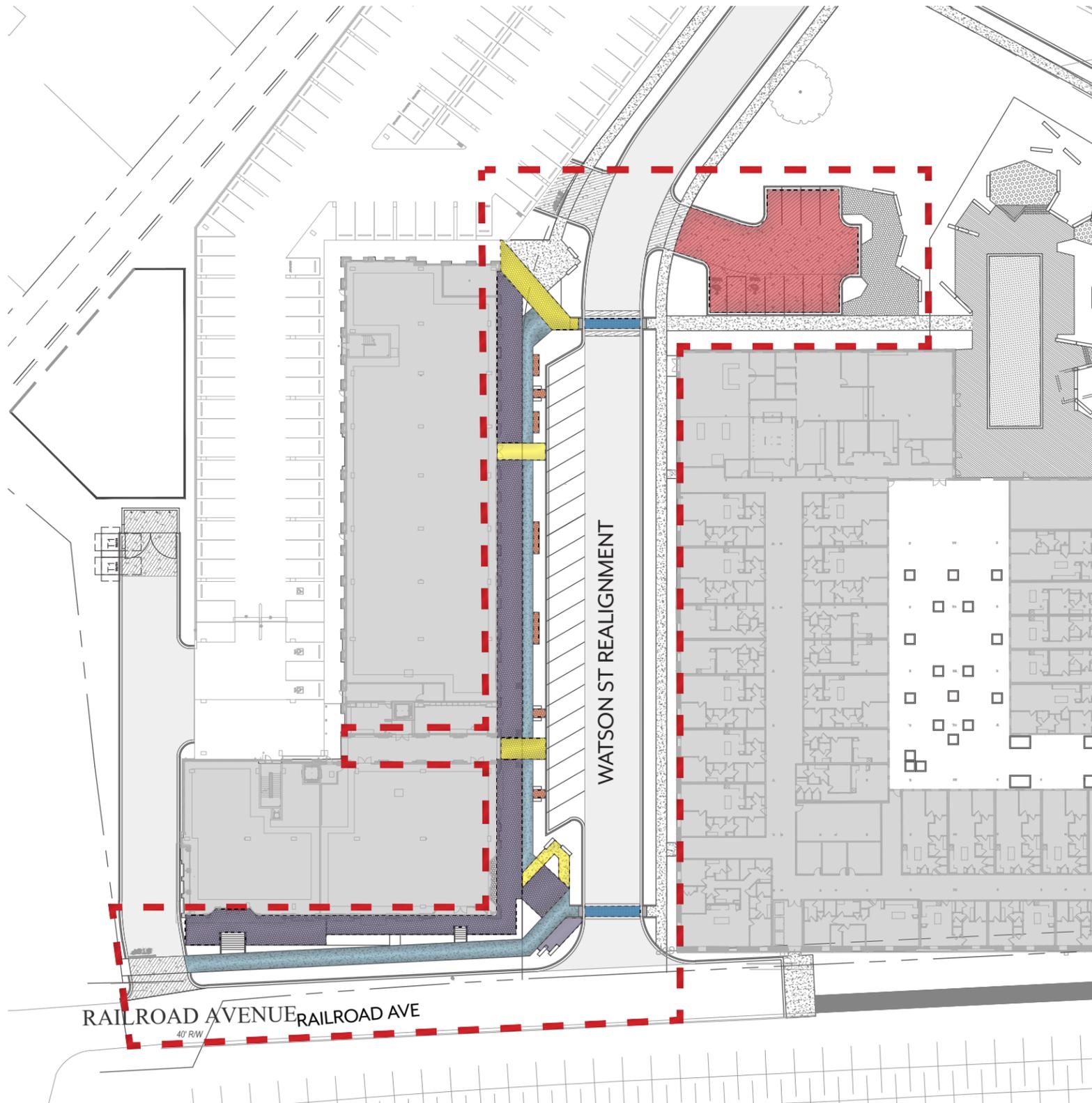
GATHERING GREEN:

- Outdoor kitchen
- Communal dining table
- Native plantings
- Boulders
- Fire

DOG PARK:

- Turf entry area
- Shade trees
- Fencing

URBAN EXPERIENCE



● PLANKSTONE PAVER; GREY BLEND / HANOVER



● CONCRETE SIDEWALK (DECORATIVE CONCRETE RETARDER FINISH)



● BLU 80 SMOOTH SLABS; 80MM; BEIGE CREAM / TECHO-BLOC

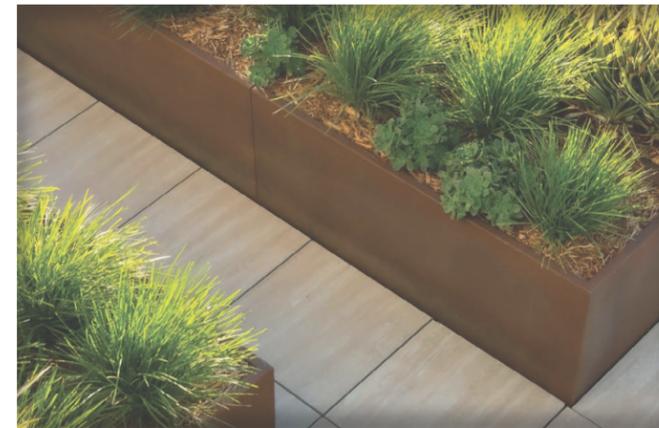
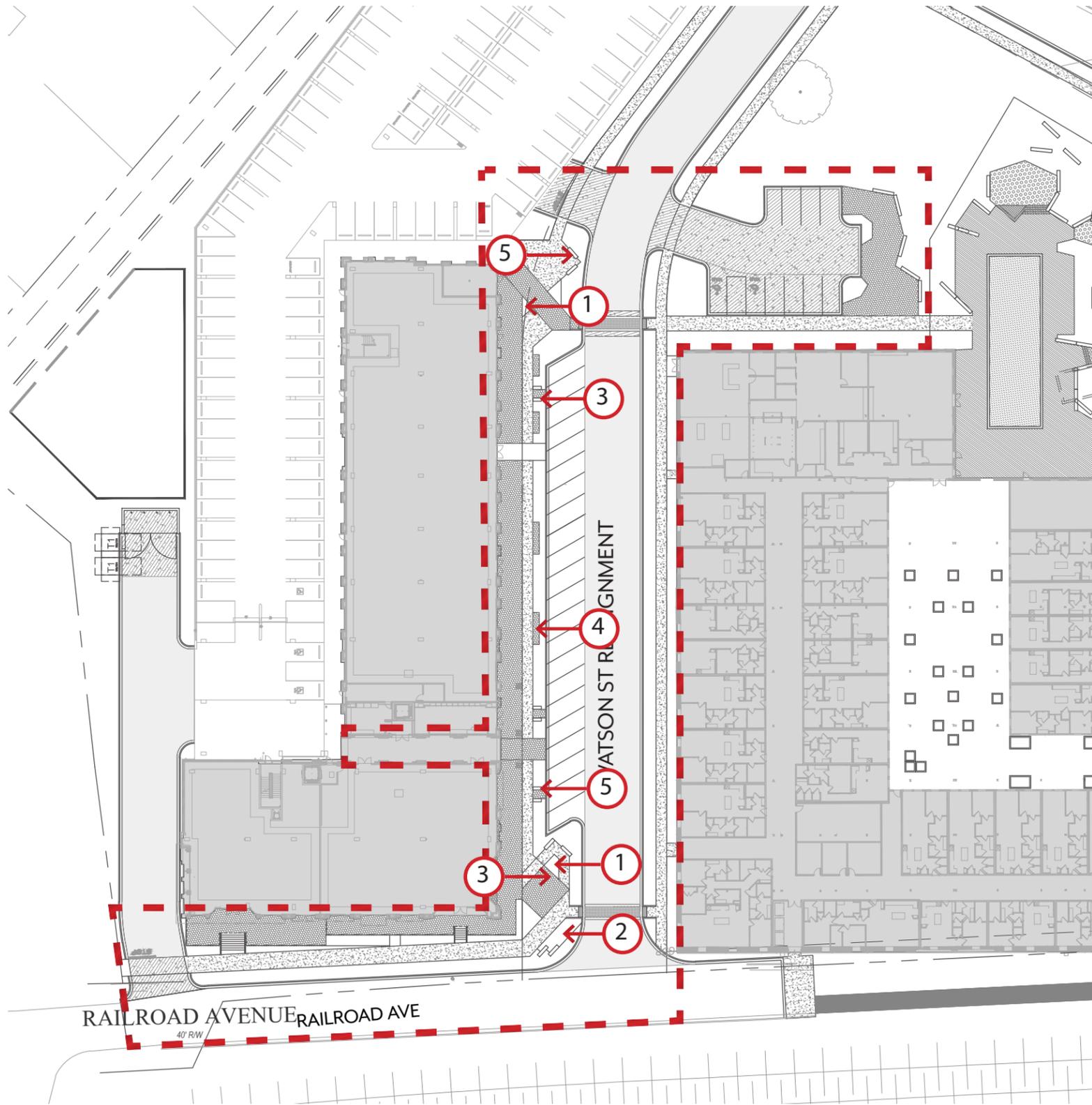


● VEHICULAR PAVER



● DECOMPOSED GRANITE

URBAN EXPERIENCE



1 CUSTOM PLANTERS



2 BIKE RACKS



3 BENCH TYPE 1

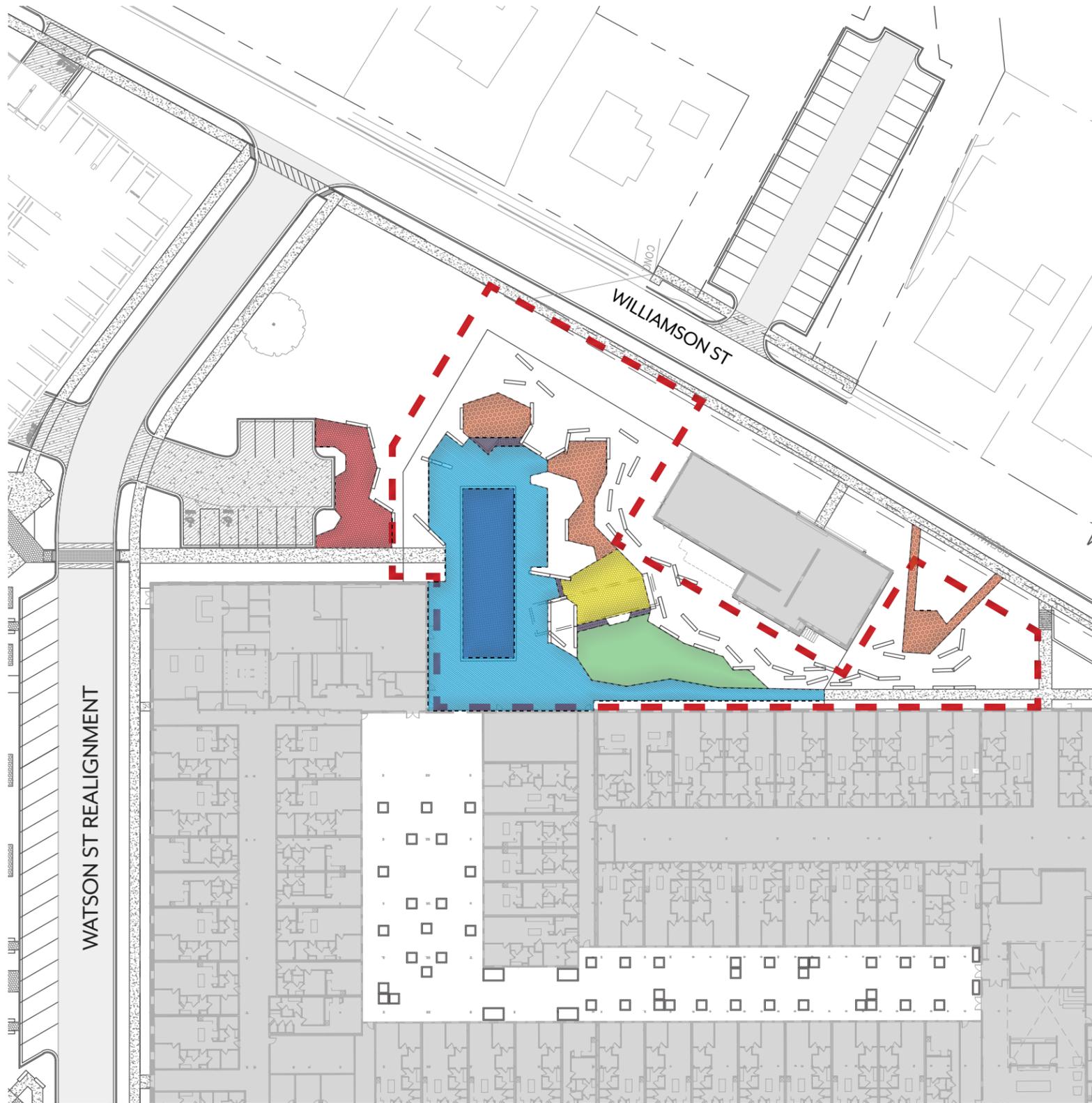


4 BENCH TYPE 2



5 CONCRETE SEAT WALL

REFRESH



BLU 60 SMOOTH SLABS; 60MM; SHALE GREY / TECO-BLOC



BLU 60 SMOOTH SLABS; 60MM; GREYED NICKEL / TECO-BLOC



DECOMPOSED GRANITE

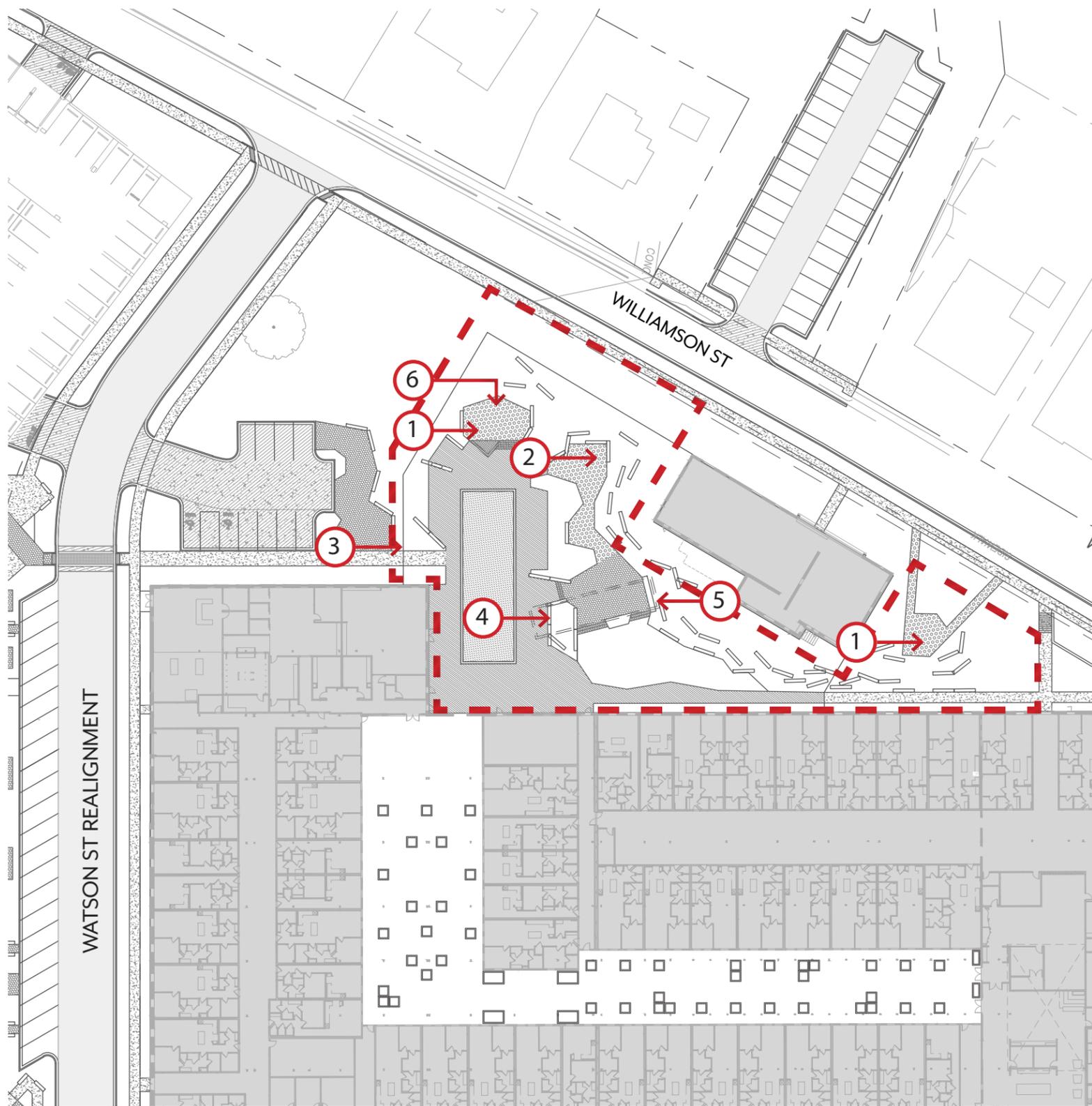


RECLAIMED TIMBER STAIRS



SYNTHETIC TURF

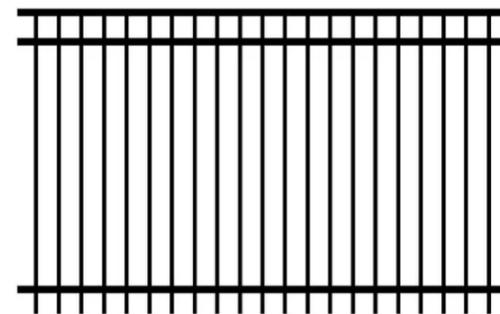
REFRESH



1 FIRE FEATURE TYPE 1



2 FIRE FEATURE TYPE 2



3 POOL FENCE



4 SHADE STRUCTURE

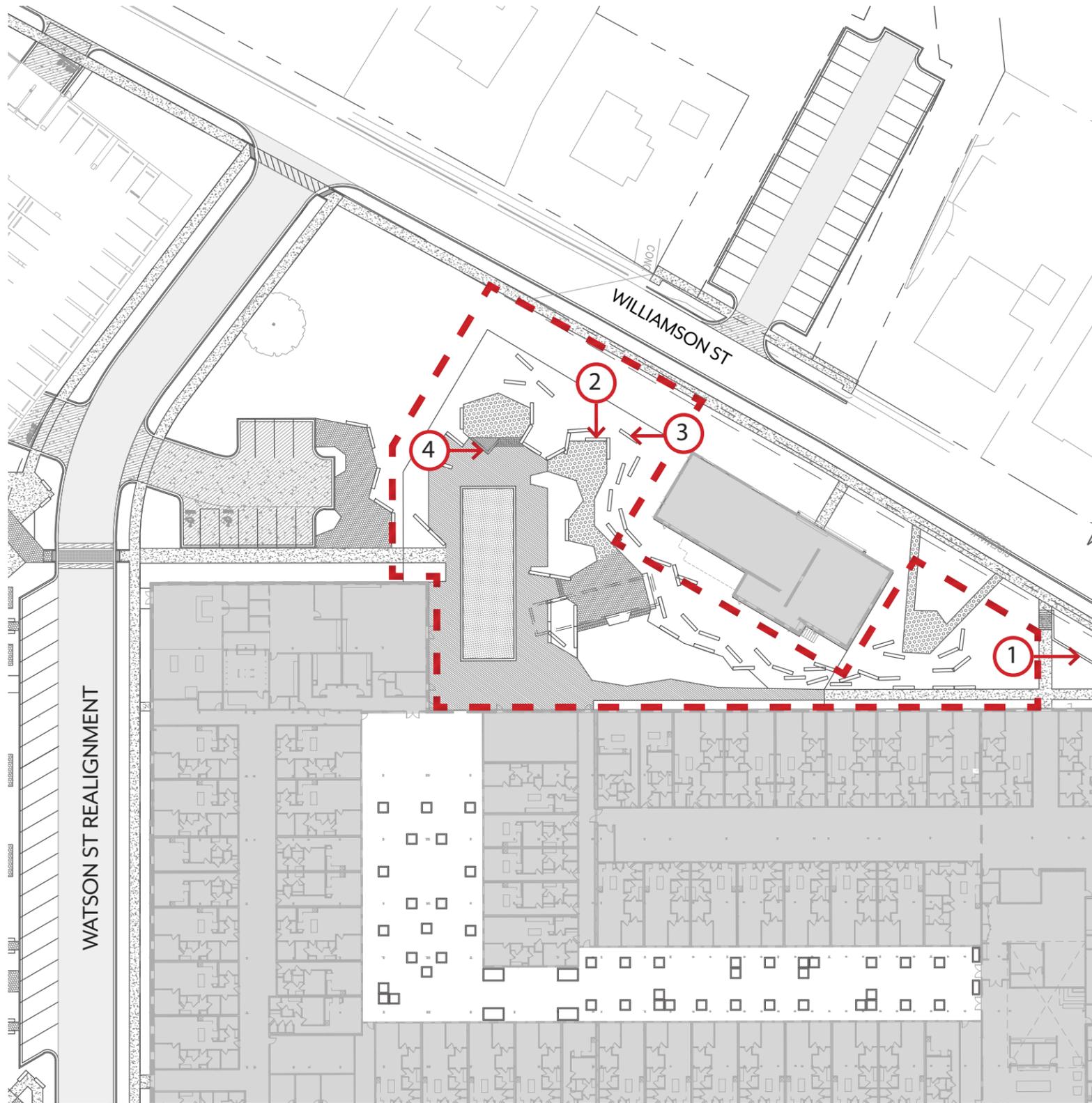


5 OUTDOOR KITCHEN



6 STRING LIGHTS

REFRESH



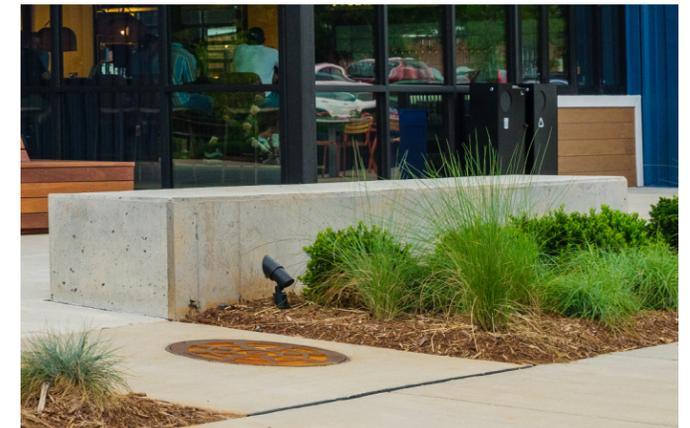
1 WALL TYPE 1
cast in place concrete wall



2 WALL TYPE 2
gabion basket reclaimed - brick infill

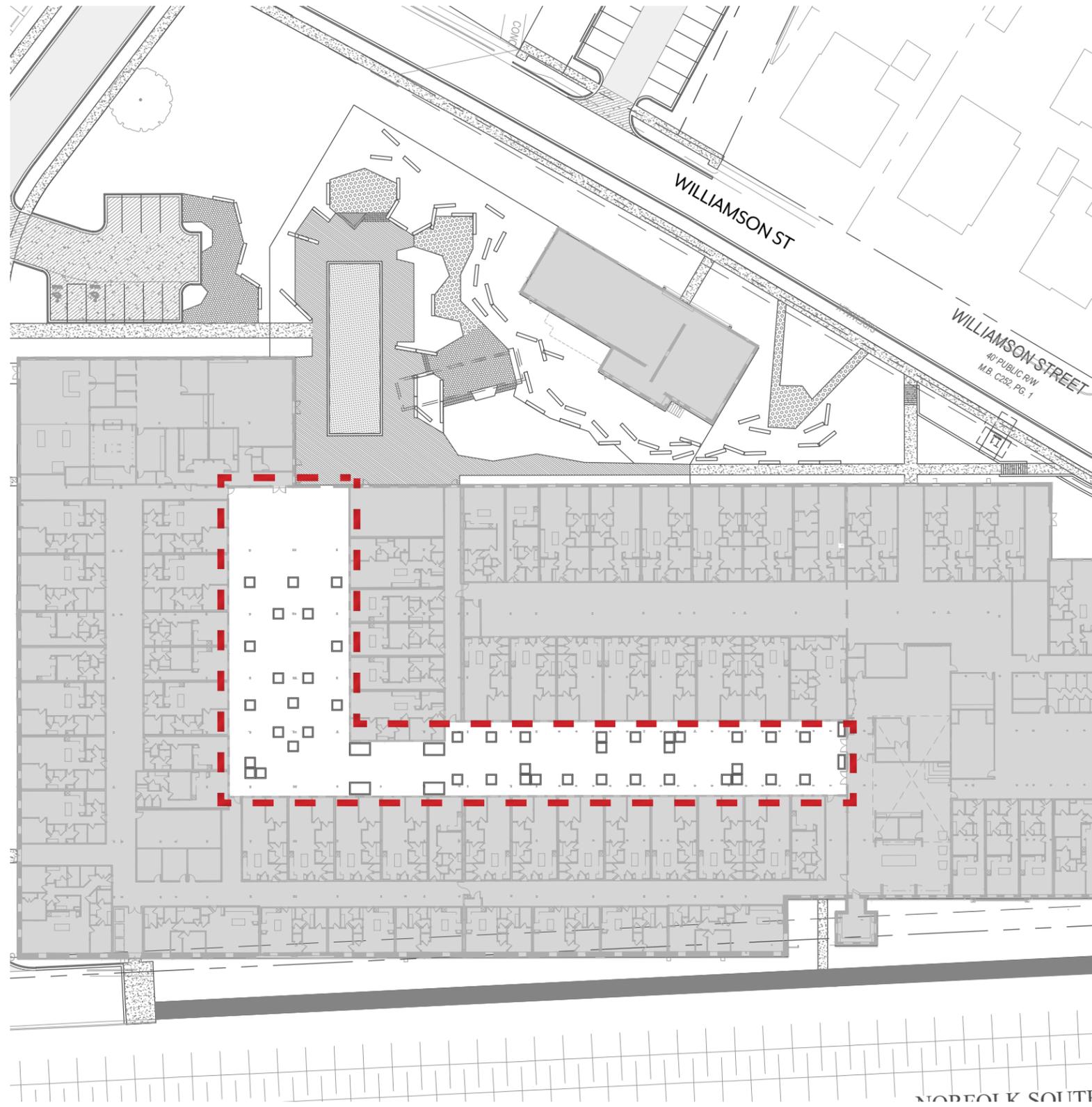


3 WALL TYPE 3
stacked reclaimed concrete slabs



4 WALL TYPE 4 cast in place concrete wall - freestanding

COZY COURTYARD

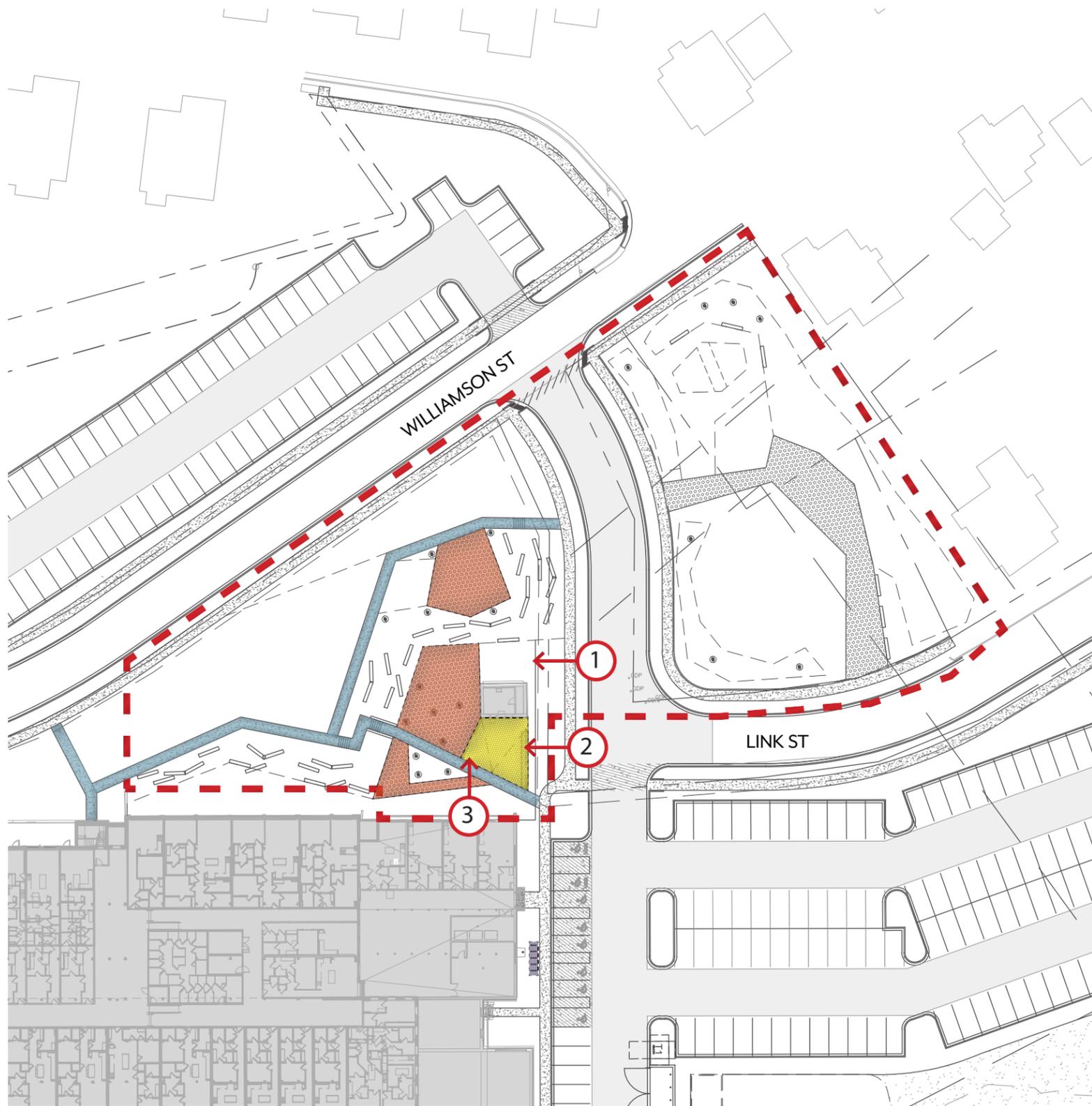


**Solid Hex Green Isles
Streetlife**



**Pixel collection
Maglin**

GATHERING GREEN



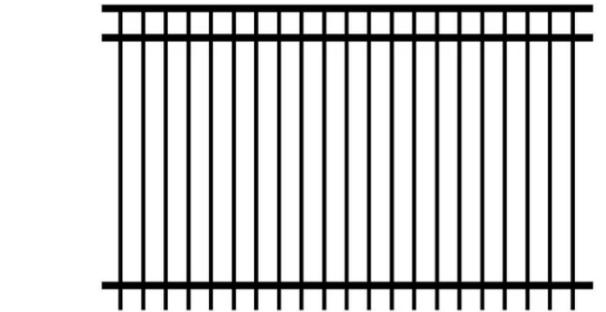
 **DECOMPOSED GRANITE**



 **BLU 60 SMOOTH SLABS; 60MM; GREYED NICKEL / TECO-BLOC**



 **CONCRETE SIDEWALK**



1 **FENCE**



2 **OUTDOOR KITCHEN**



3 **STRING LIGHTS**



3. East entrance courtyard, looking south



4. 1937 addition, east elevation



9. Circa 1983 entrance vestibule projecting from 1959 addition, east elevation



10. Looking south in northeast lawn



11. 1959 addition, east elevation



12. Looking north in northeast lawn



13. 1983 office, southwest oblique



14. 1983 office, east elevation, looking northwest



15. 1983 office, east elevation, looking southwest



16. Lawn north of office, looking west



17. 1983 office, looking southeast



18. 1959 addition, east elevation, looking southwest



19. 1960 addition, looking northwest



20. 1960 addition, looking west



23. Compressed air pumps and tank platform, looking southwest



24. 1973 loading dock, looking east



29. 1960 and 1937 additions, west elevation, north end



30. 1960 and 1937 additions, west elevation, looking southeast



31. Drive west of 1960 and 1916 additions, looking south



32. 1916 and 1960 additions, looking east



33. 1916 and 1960 additions, looking northeast



34. 1916 and equipment shed additions, west elevation



37. 1916 addition, west elevation, south end



38. Central 1960 addition, north elevation



43. 1892 tower, southwest oblique



44. 1892 mill, west elevation, looking northeast



45. South 1966 addition, southwest oblique



46. 1892 mill, west elevation, south bays



47. 1892 mill and 1960 addition at south end, west elevation



48. 1960 boiler room addition, southeast oblique



49. Boiler room, looking southwest



50. Boiler room, looking north



51. 1892 mill and 1960 additions, south elevation



52. 1960 addition, south elevation



53. 1960 and 1966 additions and circa 1940 office, south elevation



54. South elevation

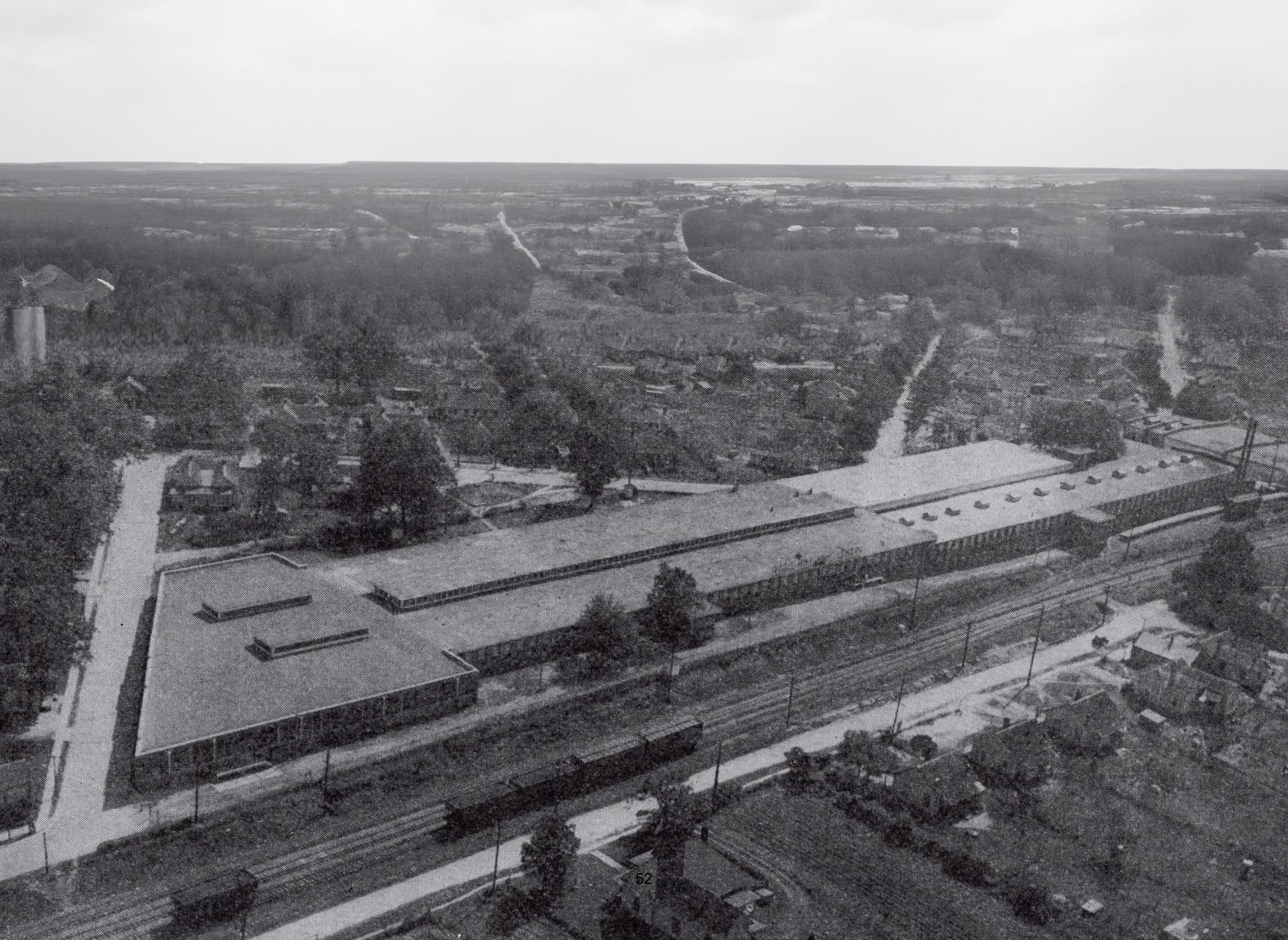


55. South lawn, looking south



56. Circa 1940 office, west elevation







HISTORIC REVIEW BOARD

Applicant: Fort Mill History Museum
Subject Property: 107 Clebourne Street
Property Owner: Fort Mill History Museum
Tax Map # 020-02-01-019
Zoning District: Local Commercial, LC/Historic District
Zoning Case: 2025-789

REQUEST

The Planning Department has received an application for a **Certificate of Appropriateness (COA)** from Fort Mill History Museum for consideration of Phase 1 of a 6 Phase project that includes a variety of exterior site improvements. Although all 6 phases are mentioned within the Construction Phases document of this submission to provide an overall context of the scope for these improvements, the only Phase under consideration for approval currently is Phase 1. The applicant will return to the HRB for subsequent approvals for each of the additional 5 phases as funding allows.

Phase 1 includes the demolition of the existing ADA ramp along with construction of a new ADA ramp and railings connecting to the existing covered porch, and a brick paver landing. Phase 1 also includes raised garden planters located on the eastern side of the property adjoining the alley. Additionally, the existing monument sign will be modified by elevating the height of the sign to increase visibility to pedestrian and vehicular traffic. Lastly, this phase includes completion of the perimeter fencing as approved by a COA issued on February 13, 2024, and subsequently amended on July 9, 2024, to include the addition of an arbor connected to the fencing facing Clebourne Street.

BACKGROUND INFORMATION

Below is the vicinity map of 107 Clebourne Street



This property is located within the downtown historic district and is listed on the National Register of Historic Places (NRHP). Based on the NRHP this building was constructed in circa 1869.

DISCUSSION

The discussion of the proposed components within this application will include the following items:

1. **ADA Ramp / Railing**
2. **Phase 1 Paver Landing**
3. **Raised Garden Planters**
4. **Modify Front Sign**
5. **Completion of COA approved Front/Side Fencing (no HRB action needed)**

1. **Accessibility:** The Fort Mill Historic District Design Guidelines includes parameters for ADA accessibility. See below.

Accessibility

Owners of historic properties should comply to the fullest extent possible with the Americans with Disabilities Act and other accessibility laws, while also preserving the integrity of the character-defining features of their buildings and sites. Special provisions for historic buildings exist in the law that allow some alternatives in meeting the ADA standards.

3.87 Generally, creating an accessibility solution that is independent from the historic building and does not alter its historic characteristics is encouraged.

- Identify the historic building's character-defining spaces, features and finishes so that accessibility code-required work will not result in their damage or loss.
- Alterations to historic properties that are designed to improve access for persons with disabilities should create minimal negative effect on the historic character or materials.
- Provide barrier-free access that promotes independence for the disabled to the highest degree practicable, while preserving significant historic features.
- Minimize impacts to a historic building; a design that is reversible is preferred.



Generally, creating an accessibility solution that is independent from the historic building and does not alter its historic characteristics is encouraged.

2. **Paver Landing and 3. Raised Garden Planters:** The Fort Mill Historic Guidelines contain general principles regarding the design and functionality of outdoor amenities and green spaces.

Outdoor Amenity Space

Outdoor amenity space in a commercial setting such as courtyards, plazas and outdoor dining areas help to enliven the area and encourage pedestrian activity. They should be designed to protect, enhance and integrate into downtown's historic character, including the site and associated buildings.



Design and locate outdoor amenity space to promote pedestrian activity and complement historic buildings.

6.1 Design and locate outdoor amenity space to promote pedestrian activity and complement historic buildings.

Outdoor amenity spaces should meet all of the following criteria:

- Not be roofed or fully enclosed
- Be paved or otherwise landscaped
- Be subordinate to the line of historic building fronts



Locate a small public plaza or courtyard to complement the character of the surrounding context.

6.2 Locate a small public plaza or courtyard to complement the character of the surrounding context.

- Small public courtyards and plazas are appropriate throughout the district.
- Within the Main Street context small public plazas or courtyards should be carefully located within the area so as not to create new gaps in the existing wall.

6.3 Include features to promote and enhance the use of a small public plaza or courtyard.

A small public plaza or courtyard should have one or all of the following:

- Street furniture
- Public art
- Historical/interpretive marker, plaques, or interpretative panels
- Green space or landscaping features
- Lighting



When feasible, provide an amenity at the end of a focal point to enhance the pedestrian experience.



Include features to promote and enhance the use of a small public plaza or courtyard.

- 4. Modify Existing Front Sign:** The Fort Mill Historic District Design Guidelines includes parameters for modifying signage. In this particular proposal, the applicant desires to raise the existing sign in order to increase visibility to pedestrian and vehicular traffic.

Pole Mounted or Freestanding Sign

A pole mounted/freestanding sign is generally mounted on one or two simple poles.

5.20 A pole sign should be appropriate to the context.

In a residential context:

- The top of the sign should not rise above the typical front porch railing height of a traditional residential building.
- A double pole mounted sign or cantilevered sign is preferred.

In a commercial context:

- The top of the sign should not rise above the typical top of the street level storefront of a traditional commercial building.
- Sign panels that stretch to the ground are inappropriate.

Ground or Monument Sign

These signs are low to the ground and are not attached to any part of the buildings.

5.21 Maintain the visual qualities and ambience of a building, site and surrounding context when adding ground signage.

- Place ground mounted signs in a location that is readable from the street and appropriate for the building and its surroundings.
- Design ground mounted signs to be subordinate in size to the building and in scale with a building's architectural elements.
- Do not design ground or monument signs to be so elaborate that they replicate or upstage the architecture of a historic building or its surroundings.
- When night time illumination is needed, use focused external illumination, particularly in residential settings.
- Do not use internally lit plastic or plastic-looking boxes.



A pole sign should be appropriate to the context.



Maintain the visual qualities and ambience of a building, site and surrounding context when adding ground signage.

5. Completion of COA approved Front/Side Fencing:

Note: The fencing for this site has already been approved by the HRB as discussed in the Request portion of this staff report. With this submission, the applicant simply wants to acknowledge to the HRB that the remainder of the fencing will be completed as part of Phase 1 of the project.

SECRETARY OF INTERIOR'S STANDARDS

These guidelines serve as the basis for determining the approval, approval with modification, or denial of a certificate of appropriateness as applicable. These guidelines are:

1. Every reasonable effort shall be made to provide a compatible use for a property which requires minimal alteration of the building, structure, or site and its environment, or to use a property for its original intended purpose.
2. The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features should be avoided when possible.
3. All buildings, structures, and sites shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier appearance shall be discouraged.
4. Changes which have taken place in the course of time are evidence of the history development of a building, structure, or site and its environment. These changes may have acquired significance, and this significance shall be recognized and respected.
5. Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be treated with sensitivity.
6. Deteriorated architectural features shall be repaired rather than replaced wherever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, and other visible qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by history, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings.
7. The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building material shall not be undertaken.
8. Every reasonable effort should be made to protect and preserve archaeological resources affected by, or adjacent to the property.
9. Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural or cultural materials, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment.
10. Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

STAFF FINDINGS

1. **ADA Ramp / Railing:** The applicant's proposal includes concept sketch reviews of the ADA Ramp and bronze colored iron railing with decorative knuckle balusters. A full view of the proposed ADA ramp, as well as a street view, has been included with the submission. In this scenario, the applicant has to balance current ADA ramp design regulations with the historic character of the structure. The overall design, material, colors etc., are complimentary to, and do not negatively impact, the existing design, colors, materials used on the existing covered porch to which the ADA ramp will be attached.
2. **Phase 1 Paver Landing:** The applicant's proposal of the sizes and colors of the paver stones shown in the attachment represents a complementary blending of colors and textures found within the existing historic district in other cement and asphalt paving products. As is the intent of the historic design guidelines, the applicant's proposal will achieve an aesthetic focal point within this outdoor amenity space once all phases of the project are complete, including the parking lot, pavilion and walkway areas.
3. **Raised Garden Planters:** The applicant's proposal for the raised garden planters indicates that the historic guidelines for outdoor amenity spaces will be met. The raised garden planters will offer landscaping features that will enhance the visual attractiveness of the open space area.
4. **Modify Front Sign:** A sketch showing the proposed height of the sign as well as the base around the sign has been provided by the applicant. The overall height of the sign will be raised approximately 20 inches for an overall height of 5'-9". The applicant has also indicated that they intend to install a cedar wood planter base around the perimeter of the sign.
5. **Completion of COA approved Front/Side Fencing:** FYI only. No further action by the HRB is necessary.

Additionally, staff believe that the Secretary of Interior's Standards are upheld with the above findings.

STAFF RECOMMENDATION

1. **ADA Ramp / Railing:** The applicant's proposal includes concept sketch plans of the ADA Ramp and railing. The overall design, material, colors etc., are complimentary to, and do not negatively impact, the existing design, colors, materials used on the existing covered porch to which the ADA ramp will be attached.
2. **Phase 1 Paver Landing:** Given that this is a phased project, pavers utilized throughout each phase shall be the same color patterns and material as indicated in the attached concept sketches.
3. **Raised garden Planters:** Due to weather and sun exposure, natural cedar products begin to fade and turn gray in color. Stain and weather protective products shall be applied routinely as needed

in order to maintain the original cedar color. Additionally, as the planters age, any deteriorated wood shall be replaced with the same materials.

4. **Modify Front Sign:** A sketch showing the proposed height of the sign as well as the base around the sign has been received from the applicant. The overall height of the freestanding sign appears to be in keeping with the intent of the District guidelines.

5. **Completion of COA approved Front/Side Fencing:** FYI only. No further action by the HRB is necessary.

ATTACHMENTS

1. Application for **Certificate of Appropriateness**
2. Concept sketches of the ADA ramp, bronze iron railing, decorative knuckle baluster, brick pavers, proposed height of existing freestanding sign, as well as the overall design of the pavilion and open space amenity.



Fort Mill Planning Dept.
Town Hall Annex
200 Tom Hall Street
Fort Mill, SC 29715
Phone : 803-547-2034
Fax : 803-548-4722

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

APPLICANT

Name: Fort Mill History Museum
Mailing Address: 107 Cleburne St Fort Mill
SC 29715
Phone: 803-370-1010
Email: christia@fmhm.org

Town Use Only
Received By: 12/19/2025
Date Received: 12/19/2025
Application Complete: _____
HRB Meeting Date: 1-13-26
Date Approved by HRB: _____
Date Denied by HRB: _____

PROPERTY INFORMATION

Property Address: 107 Cleburne St Fort Mill SC
29715
Zoning & Current Use: History Museum
Property Owner Name: Fort Mill History Museum
Property Owner Mailing Address: 107 Cleburne St Fort
Mill SC 29715
Property Owner Email Address: christia@fmhm.org

- Submission Checklist**
- Drawings and specifications of proposed improvements
 - Site plan showing location of proposed improvements, if necessary
 - Application fee (\$125 residential/\$250 non-residential)

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

- DEMOLITION
- NEW STRUCTURE
- EMERGENCY REPAIR
- GRAPHICS/SIGNAGE
- MAINTENANCE

REHABILITATION

ADDITIONS TO EXISTING

SITE WORK

- Foundations
- Masonry
- Siding
- Roof
- Gutters/downspouts
- Chimney
- Doors/entrances
- Windows
- Porch
- Cornice/frieze
- Ornamentation
- Awning/Canopy
- Storefront
- Color/painting
- Other
- Room Addition
- Garage
- Porch or deck
- Greenhouse
- Dormer
- Skylight
- Chimney
- Other
- Fence or wall
- Site lighting
- Street furniture
- Special features
- Parking
- Walks, patios
- Chimney
- Other

see attached

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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 the sign will be affixed to the wall. Please attach additional sheets as necessary.

Please see attached plan that contains six phases.
We are currently only focused on phase I due to funding. However we are presenting the full plan to provide context and help maximize the efficiency of this meeting. Also you will find the necessary details of phase I attached.

Acknowledgement of Requirements: The applicant acknowledges that the information provided is complete and that any exterior modification, except for ordinary maintenance 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, building department review, stormwater/engineering review, and business licensing. Please note, incomplete submissions will not be accepted for consideration.

Christina D. Hamburg
Applicant's Signature

12/17/25
Date

Christina D. Hamburg
Property Owner's Signature Executive Director

12/17/25
Date



December 19, 2025

**Fort Mill History Museum
107 Clebourne Street
Fort Mill, SC 29715**

CONSTRUCTION PHASES

Ph. 1 – RAMP:

**ADA Ramp / Railing
Phase 1 Paver Landing
Raised Garden Planters
Front/Side Fencing
Modify Front Sign**

Ph. 2 – PARKING LOT:

**Paver Parking Lot
Drainage
Site Preparation / Grading
Design / Permits / Inspections**

Ph. 3 – PAVILION:

**Pavilion
Pavilion Paving
Design / Permits / Inspections**

Ph. 4 – REAR ACCESSORIES:

**Steppingstones
(4) Bench Swings / Arbors
Utility Screen**

Ph. 5 – FRONT WALK:

Front Paver Walkway

Ph. 6 – LANDSCAPE OPTIONS:

**Side / Rear Foundation Planting
Perimeter / Groundcover Planting
Mulch / Organics / Sod
Landscape Lighting**



Fort Mill History Museum
107 Clebourne Street
Fort Mill, SC 29715

MATERIAL SELECTIONS – Phase I

ADA RAMP

Base: Concrete

Railing: Fortress Traditional Iron Railing in Bronze w/ Decorative Knuckle Baluster Details (see photos below)

PAVER ENTRY

Border: Belguard Cambridge Cobble Blend 6x9 (darkest paver in photo below)

Infill: Belguard Ardens Gray Dublin Cobble 6x9 (light gray paver in photo below)

GARDEN PLANTER BOXES

Planters: Rough-Sawn Cedar (rightmost photo below)



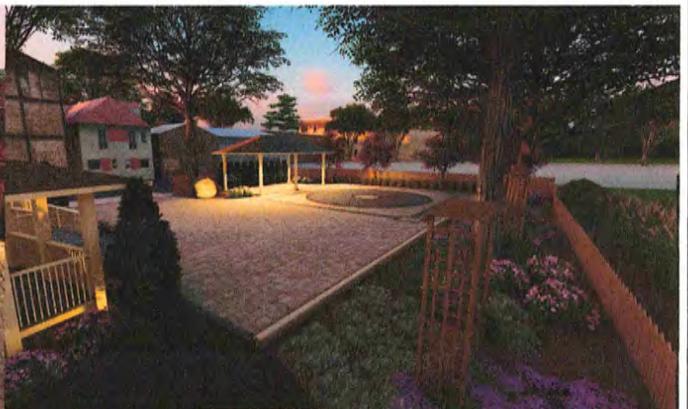


DATE: 03-21-25
 BY: V. DEPAOLI,
 K. ALTHOFF,
 N. HENDERSON
 REVISION#:
 SCALE: 1" = 10'-0"

FORT MILL HISTORY MUSEUM

107 CLEBOURNE STREET
 FORT MILL, SC 29715





DATE: 04-17-25
 BY: V. DEPAOLI,
 K. ALTHOFF,
 N. HENDERSON
 REVISION#:

FORT MILL HISTORY MUSEUM
 107 CLEBOURNE STREET
 FORT MILL, SC 29715



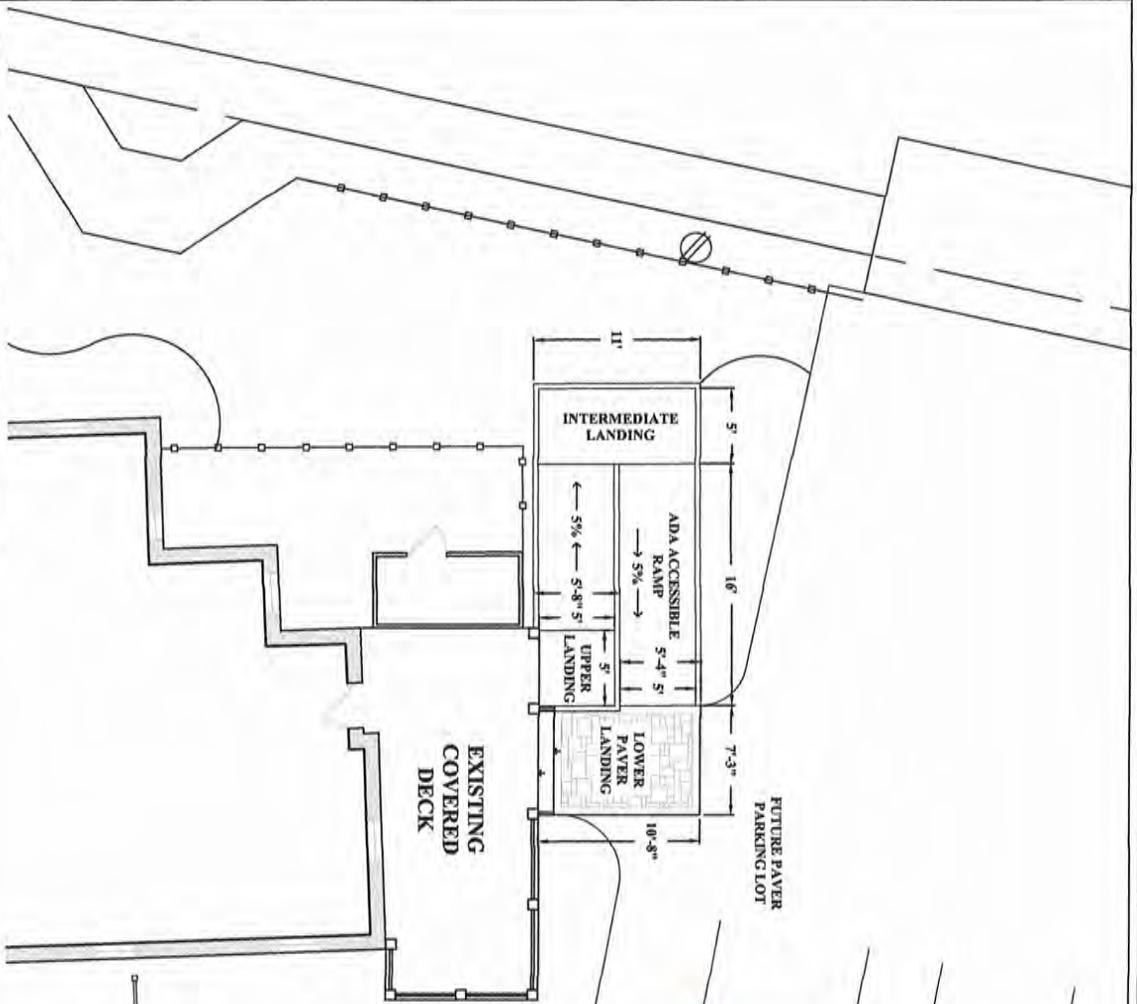
Fort Mill History Museum

107 Clebourne Street, Fort Mill, SC 29715

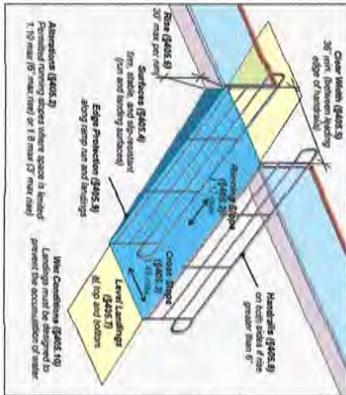
Ramp Layout



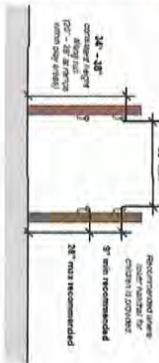
DATE: 10-27-25
SCALE: 1/8" = 1'-0"



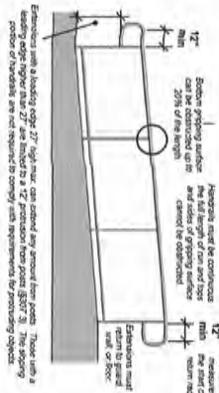
ADA CODE:



(405.7) Intermediate landings between runs must be at least 60" wide clear and 60" long clear where ramps change direction (any change from linear). Handrails, edge protection, vertical posts and other elements cannot obstruct or overlap the minimum 60" by 60" clearance.



Handrails must be designed to prevent the accumulation of water.

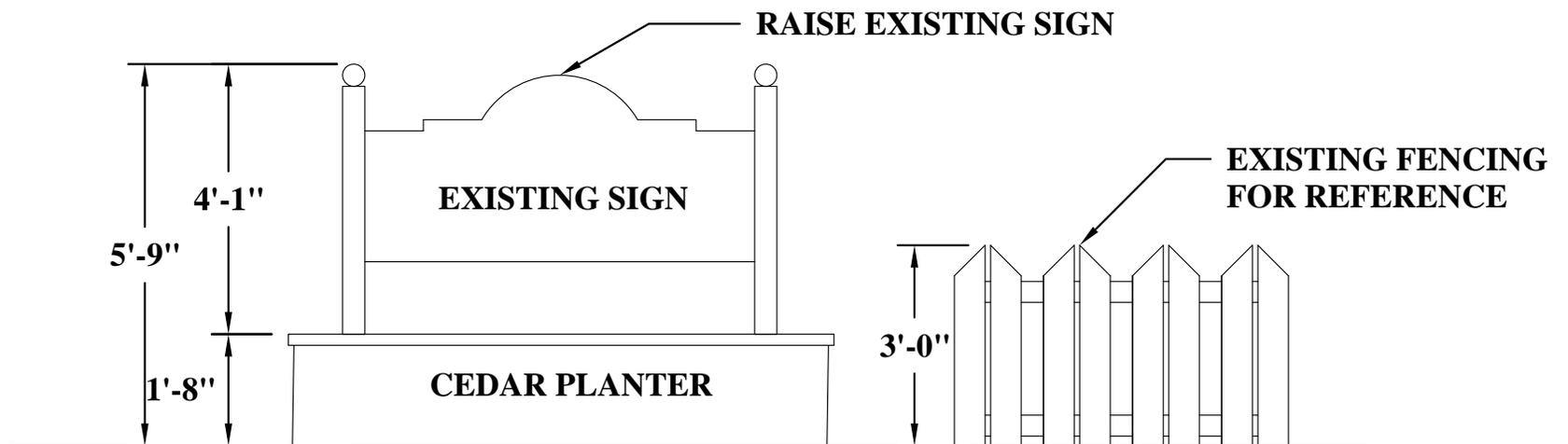












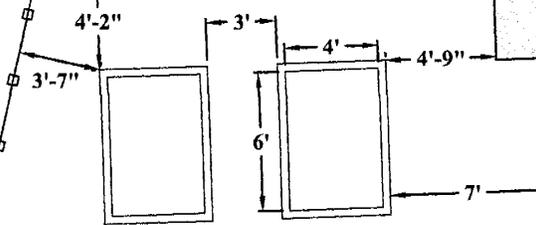
Fort Mill History Museum

107 Clebourne St, Fort Mill, SC 29715

DATE: 1-20-26
SCALE: 3/8" = 1'-0"



Sign Detail



DATE: 12-19-25
SCALE: 1/8" = 1'-0"

Fort Mill History Museum

107 Clebourne Street, Fort Mill, SC 29715



Garden Planter Layout

HISTORIC REVIEW BOARD

Applicant: Bianca Miller, for Needle Worx Studio
Subject Property: 214 Main Street, Suite #101
Property Owner: Kaiser Properties, LLC
Tax Map # 020-03-01-005
Zoning District: Local Commercial, LC/Historic District
Zoning Case: 2026-063

REQUEST

Needle Worx Studio has applied for a Certificate of Appropriateness (COA) at 214 Main Street to wrap an existing projecting sign that was originally approved for Mitrix Exchange.

VICINITY MAP



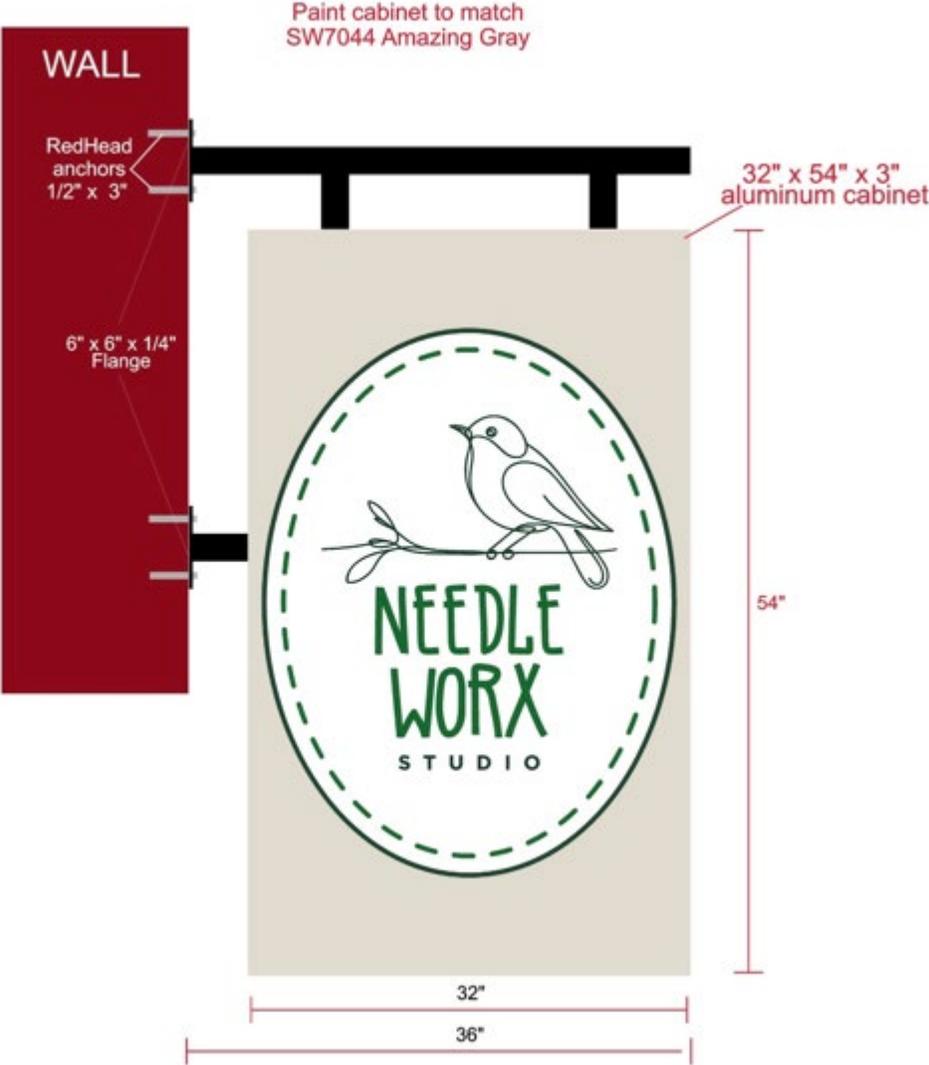
DISCUSSION

The existing projecting wall sign is depicted below. The sign is not lit and is suspended from 3-inch square aluminum box with vinyl graphics. The sign is mounted using 4-inch RedHead anchors and 6" x 6" x 1/4" flange plates. The dimensions of the projecting sign are 54 inches in height and 32 inches in width (extending 36 inches from the brick wall).

The building is listed on the National Register of Historic Places (NRHP).



The proposed sign, shown below, simply rewraps the existing sign with the Needle Worx Studio logo. There will not be any structural changes/modifications to the current sign.



The historic district guidelines associated with projecting wall signs are as follows:

PROJECTING SIGN GUIDELINES

Projecting Sign

This is an attached sign which projects and has one end attached to a building, and which does not employ ground support.

5.14 Design a projecting sign to be similar in character to those seen traditionally.

- Design the sign bracket as a decorative or complementary element of the sign. The bracket should appear as part of the sign composition and design.

5.15 Projecting or blade signs may be considered.

- Locate small projecting signs near the business entrance, just above the door or to the side of it.
- Mount moderately sized projecting signs higher on the building, centered on the façade or positioned at the corner.
- Small hanging signs are appropriate under a canopy on commercial building types or from the inside of a porch on residential building types.



Design the sign bracket as a decorative or complementary element of the sign.

For projecting signage, the guidelines indicate that the sign will project and has one end attached to the building and does not employ ground support. Above are the projecting signage standards from the historic district guidelines.

In addition to the above design guideline standards for projecting signage, the town zoning ordinance and building code stipulate the following:

- Projecting signs must not exceed 12 square feet in area.
- Projecting signs may not extend more than three feet from the façade to which they are attached.
- Projecting signs shall not impede the movement and/or visibility of pedestrians, bicyclists, and/or motor vehicles. To this end, the building code requires that a projecting sign be mounted so that the bottom portion of this sign is at least eight feet above the sidewalk or pedestrian way.
- No more than one projecting sign shall be permitted for any place of business.

SECRETARY OF INTERIOR'S STANDARDS

The Secretary of Interior's Standards typically serve as the basis for determining the approval, approval with modifications, or denial of certificate of appropriateness by the HRB. Please use the below standards in evaluating the soundness of the COA application.

1. Every reasonable effort shall be made to provide a compatible use for a property which requires minimal alteration of the building, structure, or site and its environment, or to use a property for its original intended purpose.
2. The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features should be avoided when possible.
3. All buildings, structures, and sites shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier appearance shall be discouraged.
4. Changes which have taken place in the course of time are evidence of the history development of a building, structure, or site and its environment. These changes may have acquired significance, and this significance shall be recognized and respected.
5. Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be treated with sensitivity.
6. Deteriorated architectural features shall be repaired rather than replaced wherever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, and other visible qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by history, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings.
7. The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building material shall not be undertaken.
8. Every reasonable effort should be made to protect and preserve archaeological resources affected by, or adjacent to the property.
9. Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural materials, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment.
10. Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

STAFF FINDINGS

Staff finds that the proposed signage conforms to Historic Guidelines and Town Zoning Standards.

STAFF RECOMMENDATION

Planning staff recommends that the HRB approve the application for the COA as submitted.



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APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

APPLICANT

Name: Bianca Miller

Mailing Address: 2219 Whiskery Drive, Waxhaw, NC 28173

Phone: 704.839.9364

Email: theneedleworxstudio@gmail.com

Town Use Only

Received By: JAR & EH _____

Date Received: 1/29/2026

Application Complete: _____

HRB Meeting Date: 2/10/2026

Date Approved by HRB: _____

Date Denied by HRB: _____

PROPERTY INFORMATION

Property Address: 214 Main Street, Suite #101 Fort Mill, SC 29715

Zoning & Current Use: Retail

Property Owner Name: Kaiser Properties, LLC

Property Owner Mailing Address: 160 Rocky Creek Road #155, Sapphire, NC 28774

Property Owner Email Address: ghnicholson@yahoo.com

Submission Checklist

- Drawings and specifications of proposed improvements
- Site plan showing location of proposed improvements, if necessary
- Application fee (\$125 residential/\$250 non-residential)

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

DEMOLITION

NEW STRUCTURE

EMERGENCY REPAIR

GRAPHICS/SIGNAGE

MAINTENANCE

REHABILITATION

- Foundations
- Masonry
- Siding
- Roof
- Gutters/downspouts
- Chimney
- Doors/entrances
- Windows
- Porch
- Cornice/frieze

- Ornamentation
- Awning/Canopy
- Storefront
- Color/painting
- Other

ADDITIONS TO EXISTING

- Room Addition
- Garage
- Porch or deck
- Greenhouse
- Dormer
- Skylight
- Chimney
- Other

SITE WORK

- Fence or wall
- Site lighting
- Street furniture
- Special features
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- Chimney
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The sign itself will not be removed from the building.

We are simply removing the Mitrik Exchange vinyl and replacing it with the Needle Worx vinyl logo.

Acknowledgement of Requirements: The applicant acknowledges that the information provided is complete and that any exterior modification, except for ordinary maintenance 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, building department review, stormwater/engineering review, and business licensing. Please note, incomplete submissions will not be accepted for consideration.

Applicant's Signature

January 30, 2026

Date

Property Owner's Signature

January 30, 2026

Date

From: Bianca Miller <theneedleworxstudio@gmail.com>

Sent: Thursday, January 29, 2026 10:55 AM

To: Emily Hawkins <ehawkins@fortmillsc.gov>

Subject: Fwd: Needleworx PDF

You don't often get email from theneedleworxstudio@gmail.com. [Learn why this is important](#)

*****This is an EXTERNAL email. Please do not click on a link or open any attachments unless you are confident it is from a trusted source. *****

Hi Emily!

Thank you so much for taking the time to speak with me this morning.

I would greatly appreciate any assistance in being added to the agenda for the February meeting, as waiting until March would unfortunately delay our planned opening by over a month.

Regarding the signage, as we discussed we are simply rewrapping the existing sign with a new logo so there will be not be any structural changes/modifications to the currently installed Mitrik sign. We would simply rewrap the existing sign (same background color) with my logo in place of Mitrik's. I've attached a mock up of the sign below.

Thank you again for your time and support—I truly appreciate your help with this process and anything you can do to accelerate consideration of this request.

Thank you and excited about becoming part of the Fort Mill business community.

Bianca