

**Meeting Minutes of the Design Review Board (DRB)**  
**Virtual Zoom Meeting**  
**Tuesday, July 6, 2021**

The Design Review Board (DRB) met via Virtual Zoom Meeting on Tuesday July 6, 2021 at 5:30 pm. All four Board Members were in attendance: Lauren Rogers, Kevin DeMark, Carolyn Schoepf, and Lucy Lynch. Representing the City staff: Martin Livingston, Community Development Director. Also attending was Craig Lewis, Stantec Design Consultant.

**Roll Call**

Mr. Kevin DeMark, the Chair called to order the Design Review Board for this day, the 6th of July, 2021. The notice of this meeting was posted and provided to the media 24 hours in advance as required by the Freedom of Information Act; and he went over the procedure for the meeting. He had each Board Member introduce themselves for the microphone.

Carolyn Schoepf: Carolyn Schoepf here.

Lauren Rogers: Lauren Rogers.

Mr. DeMark said Okay. Thank you. We do have a quorum with three, so thank you and sorry, Lucy. We'll figure this thing out. Martin, we don't have any previous meeting minutes. Do we.

Mr. Livingston said so, you have meeting minutes from about five or six meetings; and we have put them after the new business item on the agenda.

Mr. DeMark said great. So, let's start with the first item. Can you introduce for us the project.

**New Business:**

Mr. Livingston said So, Mr. Chairman, this project, **The Design Review Board has received a request regarding final review and approval of a proposed new mixed use development located in the DT5 District at 578 North Church Street, formally the Sunshine Inn, Tax Map # 7-12-01-173.00 & 174.00 from William Gray applicant and architect Millan Pazdan Smith on behalf of owners, Northside Development Group.** And so, what I'll do is share screen, and then we can begin. This is just the site plan, but we can give control to the developers if they're interested. Just make a request William or anyone from site designing. I can also forward it if you need me to. All right. Got it.

Mr. Gray said All right. So, we also have Chris Sawhill with Seamon-Whiteside on the phone or on the call who will be doing the civil piece, but I'll walk through this; really not a lot for me to say out of the gate, but thanks again for everybody's partnership and getting it to this point and feedback and additional clarity requested ahead of this meeting, I think really helped us create a more comprehensive package. I did want to thank you each for that or Craig and Martin specifically. Okay. So, there should be no surprise. This is the site highlighted in yellow. As you can tell, it is in between Church and Magnolia Street almost directly across from the Evans house in catty-corner to Wofford College's campus. As Martin mentioned, this is the former Sunshine Inn site and it is being redeveloped into a retail and restaurant tenant space, which we'll get back through in the design here in just a moment. How do I advance the slides. Okay. Chris, would you like to go ahead and start with the site.

Mr. Livingston said so, if the next tab here is the updated documents that were submitted.

Mr. Gray said Okay. Very good. Thank you. Chris Sawhill, are you on the call.

Mr. DeMark said he's on the call. He's muted.

Mr. Gray said Okay. Chris can you hear us. Looks like he's trying to unmute. Sorry, you all. Chris, can you hear us. Will the Board want me to try to pretend to be the civil engineer and get through this.

Mr. DeMark said Sure. Why don't you. I think we identified some items previously, if you could just go through what has changed and so we can take a look at that and make some decisions.

Mr. Gray said sure; and I'm just going to have to plead the Fifth if I don't understand some of the more civil related items, but as you can tell, the building is pushed up to Church Street, as it's been in previous iterations. The one thing or a couple of things that have changed, or I guess the biggest ones are that we did, the civil team realized that there is a grade change across the site. And what that resulted in, in order for us to have a finished floor that was level across all of the building, which is desirable in a project like this, because tenants can change, they may have different space demands, demising walls, may adjust over the lifetime of the building.

We wanted one finished elevation on the floor. So, what you see now is that, it's always been the case, but what we've done now is compensated for the grade change by putting some retaining walls. I don't know if you can see my arrow, but some small retaining walls here at this corner with a step, stairs through the ramp. It helped the mobility challenged visitors into the building from this corner. Otherwise, the site is pretty much level. You can see a retaining wall here too, if you just address that grade change, but really the building's pretty level.

Mr. DeMark asked so there's retaining wall along that edge. Is that what you're saying.

Mr. Gray said yes; can you see where the cursor is now.

Mr. DeMark said Yeah. I was a little lost when you were talking.

Mr. Gray said all right. So, here you can see this hard line right here, and then also back along these spaces, all out for the grade to be level off the back and across the front of the... Actually, this follows the street, but this is now level up here creates more of a prominent feature on the corner and then allows people to access the finished floor through the stairs or the ramp and its location. You'll see it in the renderings and amendments, communicates a little more clearly. The dumpster enclosure is located here. That was one thing that was brought up during the previous review and then you can also see this connection back to the adjacent site, which was something we talked through in previous iterations. I'm not sure if that was ever really captured in a plan.

Another adjustment that occurred was the developer, Mr. Michael Fletcher, he's on the call, he does have a tenant that is either signed up or right at the finish line for unit D. It is a restaurant user and we did adjust the covered dining area to nestle into this corner of the building so that they can use that and it also relates really nicely to these rear doors off of this retail bay. Okay. This is a rendered site plan, communicating the same thing. You can see this a little more clearly just because it's colored the way the stairs and the ramp work with these retaining walls.

Mr. Gray said I think it'd really be helpful for you all to see the renderings, but we may end up putting some signage here, but we understand that's a whole separate process on this little monument sign. We're not sure exactly what that looks like, where it's going to go, but just some sort of call out for that. Again, all of the doors would open up to the sidewalk, which follows the street and lucky enough, we're in a

situation where there's not an ADA issue on the exterior side of the building. So, that's positive. Any questions related to that, that I can answer for you.

Mr. DeMark said I think it looks good. Maybe the renderings would help us visualize a little bit better.

Mr. Gray said Okay. Those were simple to showing some of the plumbing assumptions and things like that. We can get back there in that if you like.

Okay. So, as I mentioned, we do have a user that is either contractually involved now, or very interested we've done a test fit for, so this is a real user. We have a real user lined up here as well. It's a retail user. I mean, like I said, we have this canopy area that you'll see in the renderings again, that really fit back in this corner very nicely. I think it's a good solution. One thing I do want to mention is, and we know if we have large changes to the building, large material changes, we need to come back before you and get those approved. But, I don't want to get hung up on this, but I do want to say, let's say we have a restaurant user that comes in here as well. We may want to expand that canopy. So, I do want to present that to you guys as something that could come up. We don't know that at all. We don't even know who the users are for these three spaces on the left yet, but just wanted to foreshadow that.

Here are the elevations. Not a ton has changed here. What I would like to point out is that we, on the building did simplify the architectural design for the way the rhythm of how these units are called out as you march down the building. At one point, we had different, if I remember correctly, the Hardie board piece popping up in different areas and it just didn't to me make a lot of sense. So, we took this as an opportunity to simplify that a little bit and have some regulating lines across the building and just in my opinion, make it a little more tasteful and designed as we moved through design, development and construction documents. What you do see here and again, I know this needs to go for a signage permit, but one of the specific items on the checklist was where we'd put signage.

What we're saying right now is we may have, you can barely read it in here, but signage on these bump outs that are in the Hardie material or a signage above the awnings and then that rhythm alternates down the building signage on the Hardie materials, signage above the awning. Another thing that changed in a pretty big way from the previous presentation and I think it changed for the better was, we have this elevated portion, this is the unit closest to Wofford. So, the corner, that's a really prominent user. And we want to really recognize them and have that be the dominant corner. But we also recognize that this corner, which is the Evans House side, is what I'll call that. We wanted to pop that up and make it a little more prominent and relate, and hook in that building a little bit.

So, we treated it that way. You'll see that in a little bit, better represented in the renderings. Okay. And then, these are the rear elevation. So, the courtyard of the Plaza side. What you see here is that little canopy that I discussed nestled into that corner. Again, we'd have signage in a similar way off the back. And, I did take a moment to go look at the UCB building because that is one that's using a similar strategy with parking behind and they have signage on both sides and we'd like to do similar strategy there. So, the site elevations.

Mr. DeMark said and that's the retaining wall and the ramp we're seeing.

Mr. Gray said yes, sir. Let me get to the renderings that are a lot clearer I think. The roof, we're still working with this user on exactly what they need, but our idea would be to have the roof sloping this way, single slope to the back. So, you'd have the low portion of the roof here. And we put our units screened of course, off that back. I have a section showing exactly how that might relate here in a moment. I don't know how much detail you'd like me to go into on these, but these are some wall sections showing different conditions to the building. I mean, we have a few standard wall sections, but we do have a lot of

different conditions, where they're Hardie, where it's brick, where we have storefront. But as you can see, by and large, we do have a popped up parapet with that EIFS profile.

It's getting glitchy for you guys, I didn't render these, but I did just want to show some of the key elements on the buildings to give a little more clarity before we get to the renderings. This would be, again, not rendered, just straight out of our drawing tool, showing exactly how this canopy would sit in there, seating underneath. Another thing that you'll see is that this user, these will probably be glass doors, right Mr. Michael Fletcher. These doors for some level of transparency.

Mr. Fletcher said yes.

Mr. Gray said when they're operational, this stays open the entire time and this one does too. There's a bar right here that's on the outside of the building and as we're just completely open, unless the business is closed. One of them trademark features. And I wanted to give a little more clarity to these. I don't know if it was ever really picked up, but the design is that these little bump outs around the doors, they're projected from the building a little bit. Okay. So, they come out, they're not in the same plane as the breakers, there's a little more prominence to those to highlight those entrances. Skip past that actually, excuse me. This was the RTU screening. The roof is not sloping like it would be in this, but the idea is that it's pushed away a little bit from the low side of the parapet, and then from the road, you would not be able to see it in its screen.

Mr. DeMark said are you concerned about its sloping towards the back where that canopy is going to be or is there going to be an overflow on that backside.

Mr. Gray said Yeah, we'll address it with and we're not going to dump everything into that canopy and pray. That's a good catch and we totally acknowledge we've got to catch that and direct it before it gets to that canopy. This elevation shows the ramp and the stair a lot better. As you can see, we really want to do some sort of signature vegetation in this area, in the screen space, but this does give a little more prominence to that entrance. It's elevated a bit, implanted out nicely. And as you can see, the drive steps away from it, it comes in at this angle, you saw it on the site plan. Okay. So, I'm going to rotate around the building and then we'll get down lower more on the pedestrian level and look at it.

Mr. Gray said I don't know why it's not showing up. We do have some small risers back here, nothing near, I think it's like three or four risers back in this area to address the grade change as well. But as you can see, it slopes up from Church to Magnolia. So, we really address the grade change down here. We thought it'd be important, I talked a little bit about accessibility off the front, but we want the same thing off the back. It's a dual-sided entrance on the building and the courtyard, we don't want a lot of grade change to that either. Just keep it very easy for the users.

Mr. DeMark said William, while you've got this picture up, my assumption is you're probably going to have some type of guardrail or something along a portion of that ramp condition.

Mr. Gray said that's correct.

Mr. DeMark said just as you've progressed the drawings, that will be something, I guess, for the Board to just keep in mind.

Mr. Gray said that's correct. I think on this lower portion, we might have a little bit of a projection up here, but we'd love to keep that integrated with the wall, but absolutely right here against the building, there would have to be something built up and then on the stairs as well.

Mr. DeMark said so, help me from that stair, does the stair take me up higher than the sidewalk. It seems a little deceiving the image and maybe I'm missing it.

Mr. Gray said I'm trying to get back to the civil grading plan real quick. Danny says he's on his phone. I don't know if he can hear us. Okay. He can hear, he cannot talk, I guess. Danny, can you talk.

Mr. DeMark said Martin, can you add Mr. Balon, and he's on the attendees list.

Mr. Livingston said Okay. Yes. All right. Danny's promoted. William, you have control.

Mr. Gray said Danny. Can you hear us.

Mr. Livingston said Oh, okay. Let's try that again. Let's see.

Mr. Gray said Danny, if you're on your phone, you're probably going to hit \*6 I think, to unmute yourself.

Mr. DeMark said we are having some technical difficulties today. Sorry about that, everyone.

Mr. Gray said it basically and this is why I didn't want to speak out of turn, but it meets grade about at this point. Okay. So, it is elevated in this area.

Mr. DeMark said so, it meets up at that 823 is the magic number.

Mr. Gray said yes, sir.

Mr. DeMark said Okay. So, the reality of tenant E is tenant E has that ramp and steps to get into that space and if they had a door all the way at the other end, closest to tenant D, they could have a door-

Mr. Balon asked could they hear him now.

Mr. DeMark said they could.

Mr. Balon said he was sorry they were having problems today; but back to Kevin's question. I believe that was Kevin who asked about where exactly were you talking about Kevin and let me see if I can help answer the question.

Mr. DeMark said in that corner, tenant E has a landing that is higher than the sidewalk, correct.

Mr. Balon said that is correct. There will be a retaining wall with guardrail, basically that as you go, where the steps start in that Northeast corner, you have the darker, thicker line is the retaining wall, which will tie into the building and then will act as basically a foundation wall to a certain point right there because of the elevation of the existing road.

Mr. DeMark said is there an entrance for tenant E on the sidewalk, the main sidewalk along Church or no.

Mr. Balon said no.

Mr. DeMark said Okay. So, tenant E, really the only way they interact with, and that's fine because they're a separate tenant to tenant D, would be in the back. They'll be at the same grade in that patio.

Mr. Balon said that is correct. That is correct because the road is really deceiving. When you look at the survey, there's actually about eight foot of fall across that site, even though it looks really, really flat. So, both at the corner of tenant E and the corner at tenant A, there's going to be some foundation treatment to keep all the building at the same elevation.

Mr. DeMark said got you. It was a little deceiving in the rendering and William was trying to explain it and I got a little lost.

Mr. Balon said yeah, and again, I apologize for the technical difficulties.

Mr. Gray said he would keep going through these renderings. All right. So, off the back again, you can see that location we were just talking about. And as you come up beside, it all levels out back here to really. Our desire again, was to flatten it out back there where the patio is, and then eat up all the grade change along this corner. Danny, feel free to jump in as you need.

Mr. DeMark said so, the green space that will all be flat too. Is that fair.

Mr. Gray said enough to push water off, but yes, sir.

Mr. Balon said the gathering space in the back will be fairly flat. There will be some topo through the parking lot, obviously, to kill those grades and to tie off into Magnolia Street, but nothing crazy.

Mr. DeMark said Okay.

Mr. Gray said similar to you, this would almost be as if you were at the Ellington and then, we'd have rails up here to keep people from falling off. Those are clearly not in the rendering, but you can get a better sense of really how that unit is popped up, elevated from the street.

Ms. Schoepf asked Mr. Gray, from the rear, will there be any pedestrian crosswalk to connect I think from the backside to where the new apartments are or where the new townhomes will be.

Mr. Balon said when you say pedestrian crosswalk, are you talking about in the parking lot or across the road.

Ms. Schoepf said across the road.

Mr. Balon said not as of right now. That would be a DOT thing. We are not planning that as of right now.

Mr. DeMark said and that's not in our purview. So, we need to just focus on the building. Keep going William.

Mr. Gray said this is as if we were looking down from the Evans House down Church Street. So, I'd mentioned a little bit ago, elevating this corner a bit to make it a little more in scale, a little taller and more prominent than these elements.

Mr. DeMark said so now, Danny, just this elevation is slightly higher as well. Is that reflected in this rendering or not really.

Mr. Balon said Kevin, that corner actually, the finished floor is going to be slightly lower than the sidewalk there meaning that's going to be a step down into that space.

Mr. DeMark said Okay.

Mr. Gray said or in this portion of the building, it's really only this unit. All accessible entrance will be off the courtyard and the pedestrian entrance will have a small step once you enter the building. Same view just from across the street. Apparently the same view a bunch of times. This is as if you're across the rear, looking through the parking lot at the courtyard, at the rear of the building. This is on the site, you're looking at this canopy, this is the unit E, and this is the restaurant user we talked about earlier.

And then, last but not least, these are the materials that are the basis of design. So, we have a brick color, which is actually this color that we pulled is the exact color that's on Wofford's campus. For better or worse, right now, that's what we're going with is a match of what we've used over there. The Hardie plank is the iron gray. I'm sure some of you all are familiar with that. It's one of the darker colors and that will be what we use on those elements to certain tinted areas popped out from the building. Then we also have this EIFS color. This will be on the cornices at the top of the parapet. We have two different brick colors. If you can see, we have a brick color that's on the water table and then a brick color that's on the primary part of the building.

Mr. DeMark said William, is this EIFS or is it synthetic stucco.

Mr. Gray said this is EIFS on the parapet. It's an extrusion foam coded in stucco.

Mr. DeMark said you're going to paint the brick.

Mr. Gray said yes, sir.

Mr. DeMark said All right.

Mr. Gray said we've had some pretty good luck using the right system and giving it some good life. I mean, we've done it at Wofford a lot. We've done it at the County Foundation. I'm just thinking of local projects but if you pick the right thing, you don't have a lot of maintenance to worry about. Just great. And I know all of you that work in the design world can appreciate how expensive actual light brick can be.

Mr. DeMark said yes.

Mr. Gray said I think that's the last slide. Danny, is there anything else you wanted to add or Mr. Fletcher.

Danny Balon did not have anything else to add.

Mr. Fletcher said I'd add one thing. We've been in discussion with the Terrier Plaza owners next door, which is owned by the Catholic Church and as part of our project, one thing that DOT has requested that we close down their second entrance into their site. I think it's just going to make it a safer site. So, we're in discussions with them about accomplishing that, but that's one of the parts of this project. Again, it's not on our design thing, but as far as the access is concerned, what we're hoping to make that intersection just a little bit safer for everybody by closing one of their entrances and then have their primary interest be the same one as the one coming onto our site. He said you can see it right there, that's Terrier Plaza to the right of our project and they currently have a second entrance. Yeah, right there, that's the plan is to close that off and have their primary interest be there at the light.

Mr. DeMark said and there is connection in the back.

Mr. Fletcher said right here. And then there's the cross connection and they have the right to open or close I guess on the backside that goes to Magnolia Street.

Mr. DeMark said Yeah. He asked Mr. Lewis if he had any comments.

Mr. Craig Lewis, Stantec Design Consultant said the package it's still work in progress obviously, but it does comply with all the things we're talking about. I think the one thing, if there's anything worth having a discussion about is just this is a retaining wall condition, just because it's a little different than the original plan, but it's a lower wall. I think at peak it's four and a half feet. And obviously, it tapers back pretty quickly down to grade. So, I'm not super concerned about that overall and we may want to investigate maybe a slightly different stair at angles as opposed to hidden behind the retaining wall but it's not a big issue either way. So, we recommend approval.

Mr. DeMark said first How about we probably need to open it up to a public forum. So, is there anyone that would like to speak in support of the project.

Mr. Livingston said please raise your hands or use chat. I don't see any raised hands or comments in the chat Mr. Chairman.

Mr. DeMark said anybody that wants to speak in opposition to the project, raise your hand or mention it in the chat. Having seen no comment from the public, I'm going to close the public hearing. Does anyone on the Board have any comment or would like to say anything.

Ms. Rogers said she was good.

Ms. Schoepf said she thought it's very well done. It's very attractive.

Mr. DeMark said Great. I'll say that I like the project. I actually like the retaining wall. I think the stairs are fine. I understand there's going to be a railing. It's just make sure the railing looks good and it doesn't detract from the overall look of what you've done William and Mr. Fletcher. I think the building really has come a really long way from where we started and I appreciate all the hard work. I like it. I guess Lucy can't talk because she's not on the Board right at this moment. We apologize for that. Can I get a motion from the team to approve this project.

Ms. Rogers moved final approval; and she was seconded by Ms. Schoepf. The motion was approved by a vote of 3-0-1; with Ms. Lynch abstained.

Mr. DeMark said any other business that we need to address today.

Mr. Livingston said Yes, we do have the minutes from the April 6th Meeting and the April 13th Special Call Meeting.

Mr. DeMark said Okay.

Mr. Livingston said you should have received those previously. If you'd like to wait until next month to review these and I could send them out again.

**Mr. DeMark said I think there were a bunch of them that had Ricky's name on them and he's off the Board. I think Ricky and I reviewed all of those previously and signed off on them and I know everyone has provided feedback to Julie if we found any errors or omissions. Let's hold those until next meeting, if you're okay with Martin.**



Mr. Livingston said All right, that's fine. Well, we can approve the April 6th and April 13th minutes if you've reviewed those as well.

Mr. DeMark said Yeah, I have reviewed those and I'm okay with them. Carolyn, can you second.

Ms. Schoepf seconded the April 6<sup>th</sup> 2021 Meeting Minutes, and the April 13<sup>th</sup> 2021 Special Call Meeting Minutes. The minutes were approved by a vote of 3-0-1; with Ms. Lynch abstained.

Mr. Livingston said Okay. And then finally, we discussed the Board vacancies that was, we have two vacancies and as I mentioned earlier, the City Clerk was taking all Board positions to City Council for review and approval, July 12th, if you're interested in serving. I think this, Lucy, if you're interested and certainly, please do get in touch with Connie Kellner. I can also send you an application.

Mr. DeMark said So, Martin, Julie or Lucy told me that Julie had previously gave her an application and she filled out. Maybe it just never got to Connie.

Mr. Livingston said maybe Connie has it already. I just, I don't know that for sure. Connie said she was taking the applications to the Council on July 12th, but I can check with Connie tomorrow morning.

Mr. DeMark said if you would check with Connie just to be sure and then if not, we'll get Lucy to re-submit.

Mr. Livingston said Okay.

Mr. DeMark said I was going to also ask, since Ricky has departed, that we need a Vice Chairman. See if anybody was interested in doing that, but let's wait until we have more Board Members in place. Let that be open at a later point.

Mr. Livingston said Okay.

There being no other business, the meeting was adjourned at approximately 6:15 P.M.

  
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Kevin DeMark, Chair

Minutes edited by Tia Beatty and Julie Roland