Call to Order

Welcome and Opening Remarks from the Chair

Roll Call

Approval of Minutes – April 4, 2019

Call for Public Notice Affidavit from Applicants

Acceptance of Agenda

Conflict of Interest Statement

Old Business

New Business

Other Business

Adjournment

A. CA 19-230 Application by Ink and Ivy for a CERTIFICATE OF APPROPRIATENESS for an awning and rooftop canvas canopies on property located at 21 E COFFEE ST (TM# 00010006000900)
Documents:

CA 19-230_AGENDAPACKET_20190426.PDF

10. Advice and Comment

11. Other Business

12. Adjournment

Welcome to the City of Greenville Design Review Board (DRB) meeting. The DRB is responsible for reviewing and taking action on various types of applications including Certificates of Appropriateness, multifamily review and comment, and certification for special tax assessment. The DRB is divided between an Urban Panel and Neighborhood Panel. Both panels usually meet the first Thursday of each month, and as needed for special-called meetings. The Neighborhood Panel is primarily responsible for historic overlays, and the Urban Panel is primarily responsible for projects in the downtown.

For your convenience and to help you follow along with the meeting, an overview of the meeting procedure is provided below. Please take a moment to familiarize yourself with the process and locate the item(s) of interest to you on the agenda.

Public hearing rules and procedures:

- For each item, the Board will first hear the staff report and a presentation from the applicant.
- After the staff and applicant presentations, the chairperson will open the public hearing for that item. Comments in favor of the application are heard first, followed by those opposed.
- Any member of the audience wishing to comment has 3 minutes to do so. It is not necessary to sign up to speak beforehand. All comments must be made into the podium microphone located at the front of the center aisle.
- Begin by clearly stating your name and address for the record. Please spell your name if it is prone to being misspelled. The 3-minute timer will start after you have provided this information.
- Please do not repeat information already presented by someone else, and avoid off-topic statements. People sharing similar concerns are encouraged to appoint a spokesperson to speak on behalf of the group.
- All comments and questions must be directed to the chairperson, who will respond or direct the question to the appropriate party for response.
- After all comments are offered, the chairperson will close the public hearing for that item. Once closed, no additional public comments will be heard.
- After the public hearing portion, the Board members will deliberate amongst themselves. A decision will usually be rendered at this meeting; however, the item may be deferred to provide additional time to revise the application, provide supplemental information, etc.

Written comments and materials intended for the board members should be given to a staff member for distribution before the meeting begins. Any comments that were submitted to the Planning office prior to the meeting have already been provided to the members for their review and consideration.
Public meeting disclosure: All written comments and materials submitted to the Planning Office or DRB, as well as audio recordings of public hearings, are considered public record and subject to FOIA requests under the South Carolina Freedom of Information Act. In addition, all public meetings are open to the press and may be covered or recorded by the media.

Thank you for attending the DRB meeting. Public participation in the planning process helps the City make informed decisions about growth and development in our community.

Please contact the Planning Department at (864) 467-4476 with any questions about this agenda as well as those for upcoming meetings. Visit our website at HTTPS://GREENVILLESC.GOV/172/PLANNING-ZONING for more detailed information about specific agenda items.

The DRB is comprised of volunteers appointed by City Council. When selecting members for the board, Council strives to ensure a broad range of interests and viewpoints are represented. Current and previous board members have served with professional backgrounds in residential and commercial development, architecture, urban planning, engineering, real estate, and more. Standard board terms are 4 years. If you are interested in serving on the DRB or another City board, please apply online at HTTPS://GREENVILLESC.GOV/478/BOARDS-COMMISSIONS.
Docket Number: CA 19-230
Applicant: Ink and Ivy
Property Owner: GRE, LLC
Property Location: 21 E Coffee St
Tax Map Number: 0001000600900
Zoning: C-4, Central Business District
Proposal: Awning along Brown St; canopies for roof deck
Staff Recommendation: Approval with comments

Staff Analysis:
The applicant proposes two modifications at 21 East Coffee Street. These changes proposed are:

- Add a purple awning along Brown Street
- Continue the use of previously installed canopies along the roof deck

Awning along Brown Street
The applicant wishes to add an awning along Brown Street, at the access to the Vine nightclub. The awning would announce this entrance and would also serve to cover an existing louver vent on the building. The proposed color for the awning is purple. This application for the awning was originally submitted in late 2018; staff did not approve the proposed purple awning color since the other awnings along Brown Street are black. The applicant explained to staff that the color choice is a continuation of the business’s color scheme, being purple and green. Staff is acceptable with an awning at this location, but believes it should fit in with the streetscape. Therefore, staff recommends a black awning at this Brown Street location.

Canopies for roof deck
The applicant previously installed canopy structures on the roof along with purple canopies. These structures have been in place and in use for many months; it was during research on the property that staff realized a Certificate of Appropriateness (CA) was never issued for this work. Staff finds the rooftop structures and purple canopies acceptable and recommends approval, as submitted.

Relevant Downtown Design Guidelines:
PRI 3. Entry
3.2 All public entrances that face the public realm must be designed to accommodate all levels of physical ability.
3.3 Enhance the design of entry areas with materials, architectural and landscape features such as outdoor gathering spaces, coverings, lighting and landscape elements so that they are clearly identified and will attract and guide pedestrians.
3.5 Entries must be designed to pronounce their purpose as a destination while not overwhelming the scale, massing and articulation of the rest of the building.

3.6 For retail building uses, recess or cover entrances to provide shelter and articulate the point of entry.

PRI 4. Activated ground floor

4.5 Provide ground floor design elements that promote pedestrian activity; for example, windows, retail displays, art, landscaping, canopy covering, etc.

PRI 5. Articulation

5.3 Enhance the design and better unify the architectural relationship within an area by complementing the articulation of adjacent buildings.

5.4 A design must have a proper balance of articulation. Lack of variety is discouraged. However, design elements and materials must work together to create a unified whole.

PRI 6. Materiality

6.1 Use high quality materials that are chosen to be compatible with their surrounding context but also to elevate the existing diversity and character of the area.

6.2 Materials used within proximity to pedestrian areas must have the durability to withstand heightened activity and wear.

6.3 Reuse existing or refurbished materials.

6.4 Use materials that convey a sense of human scale; that is, meant to be experienced by the pedestrian, not vehicular, user.

6.5 Use authentic materials. When this is not possible, ensure that synthetic materials realistically convey the materials that they represent.

6.6 While excessive uniformity and monotony are discouraged, variations in materials and colors must be composed and balanced to create a unified whole.

6.7 Use light colored (high albedo) materials for roofing and landscaping to reflect radiant heat.

6.8 Brighter, bolder colors (including corporate branding colors) may be applied to areas or elements of the building where they are secondary in application compared to the main body or features of the building (such as signage, canopies, or accent trim), or are otherwise applied in ways that do not dominate the overall color palette or cause the building to look out of place relative to the area. Counteract stronger colors by integrating natural materials and textures into the overall design.

PRI 8. Private Outdoor Spaces

8.3 Private outdoor spaces must complement and enhance the design of the building(s) to which they are associated.

PRI 11. Existing architecture

11.2 Maintain existing features, details and windows that contribute to the existing character of the building and its adjacent area.

11.3 Additions and renovations must be respectful of a building’s original architectural character.
**APPLICANT/OWNER INFORMATION**

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<tr>
<th><strong>APPLICANT</strong></th>
<th><strong>PROPERTY OWNER</strong></th>
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<tbody>
<tr>
<td>Name: Bottlecap Group d/b/a Inkwivy</td>
<td>GRE, LLC</td>
</tr>
<tr>
<td><em>Address:</em> 21 E Coffee St, Greenville 29601</td>
<td>5 Cothridge Rd, Greenville 29615</td>
</tr>
<tr>
<td><em>Phone:</em> 864-264-5809</td>
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<tr>
<td><em>Email:</em> <a href="mailto:keving@bottlecapgroup.com">keving@bottlecapgroup.com</a></td>
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**PROPERTY INFORMATION**

- **STREET ADDRESS:** 21 E Coffee St, Greenville 29601
- **TAX MAP #(S):** 00010001000900
- **SPECIAL DISTRICT:**

**DESCRIPTION OF REQUEST**

To include scope of project and justification or response to specific guidelines and special conditions.

*SEE ATTACHED NARRATIVE & PHOTOS*
INSTRUCTIONS

1. Preliminary meeting with staff is required prior to application submittal.

2. All applications and fees (made payable to the City of Greenville) for Certificate of Appropriateness must be received by the Planning & Development office no later than 2:00 p.m. on the date reflected on the attached schedule.

   A. URBAN DESIGN PANEL
      Site plan review $300.00
      Architectural review $300.00

   B. SIGNS
      $150.00

   C. APPLICATION FOR STAFF REVIEW
      Major (all site development activity, roof gardens, decks or accessory structures; or any project that requires consultation with a member of the DRB). $100.00
      Minor (color change; replacement of windows/doors; additions, deletions or replacement of awnings; re-roofing; and projects that do not involve structural alterations, increase/decrease in window/door area or removal of architectural features). $50.00

   D. INFORMAL REVIEW

   E. MODIFICATION TO AN APPROVED PROJECT
      Major (requires review by DRB) ½ original fee
      Minor (requires review by staff) $50.00

   F. REVISIONS (multiple required revisions may be subject to additional fees).

3. The staff will review the application for “sufficiency” pursuant to Section 19-2.2.6, Determination of Sufficiency and will contact the applicant to correct any deficiencies, which must be corrected prior to placing the application on the Design Review Board agenda.

4. If the application requires review by the Urban Design Panel, public hearing signs must be posted on the subject property at least 15 days (but not more than 18 days) prior to the scheduled hearing date.

5. You must attach one (1) complete set of scaled drawings of the property at an appropriate scale such as 1”=20’ or ¼” = 1’, etc. Although construction drawings are not required, applicants for final approval should be able to provide construction drawings at the Design Review Board’s (DRB) request. The Board may request additional information at any time to fully understand the proposal. Items submitted to the Board become the property of the City and will not be returned.

SITE PLAN REVIEW

- Site Plan Drawings (indicating footprint of existing buildings, proposed building, proposed exterior elements, demolition of existing site features, floor plan, proposed exterior equipment, etc.).
- Massing Studies and Images (images shall be high resolution and should depict adjacent building, proposed building massing from various viewpoints, initial architectural details, photos of surroundings to review context, etc.).
- Model (physical or digital model that includes the surrounding context with massing only, no texture or articulation is required). The contextual model for the DRB boundary can be downloaded here: https://greenvillesc.sharefile.com/d-s4197849a61943358, and is provided as a .skp file. Data is updated monthly.
ARCHITECTURAL REVIEW

- Elevation Drawings of all Exterior Sides (indicate proposed materials, existing grade and proposed grade, proposed mechanical equipment, outdoor lighting fixtures, landscape drawings, design and location of signage, removal of existing building elements, addition to existing building, a streetscape elevation of building adjacent to and across the street from the site, including the proposed building).

- Sections (include vertical dimensions in feet, building sections where significant changes occur in building volume, wall section for review of material relationships).

- Detail Drawings (include material and methods of each type of construction affecting the exterior appearance of the structure, samples, brochures and photographs of all exterior finishes, windows, fixtures, lighting and signage).

- Renderings (include perspective drawings, including views from pedestrian and public realm).

- Model (physical or digital model that includes the surrounding context and should include accurate scale, architectural detail to the extent that if describes the design intent, proposed textures and proposed signage).

For more detail on these submittal requirements, please refer to the Greenville Downtown Design Guidelines, adopted May 2017.

**Please verify that all required information is reflected on the plan(s). Please submit one (1) paper copy and one (1) electronic version of the plan(s).**

6. Please read carefully:

The applicant and property owner affirm that all information submitted with this application, including any/all supplemental information, is true and correct to the best of their knowledge and they have provided full disclosure of the relevant facts.

In addition, the applicant affirms that the applicant or someone acting on the applicant's behalf has made a reasonable effort to determine whether a deed or other document places one or more restrictions on the property that preclude or impede the intended use and has found no record of such a restriction.

If the Planning & Development office, by separate inquiry, determines that such a restriction exists, it shall notify the applicant. If the applicant does not withdraw or modify the application in a timely manner or act to have the restriction terminated or waived, the Planning & Development office will indicate in its report to the Design Review Board that granting the requested change would not likely result in the benefit the applicant seeks.

7. To that end, the applicant hereby affirms that the tract or parcel of land subject of the attached application is ____ or is not ____ restricted by any recorded covenant that is contrary to, conflicts with or prohibits the requested activity.

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<td>Property Owner/Authorized Agent</td>
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<td>Public Hearing Information</td>
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Application for Certificate of Appropriateness
CP2 Acquisition Co., LLC d/b/a Ink n Ivy and Vine
21 Coffee Street
Greenville, SC 29601

Description of Request:

Applicant has operated a restaurant and nightclub at 21 Coffee Street for the last three (3) years. The location is the significantly remodeled building that formerly housed the Corner Pocket Bar.

The applicant’s management has recently been advised that the decorative canopies on the rooftop bar should have been submitted to the Urban Design Panel for approval. This was not accomplished due to an oversight.

The issue came to light when the applicant determined that it would like to have some additional décor on the Brown Street side of the building that more appropriately identified the primary entrance to the Vine Nightclub. (The existing configuration is shown attached as Photo #4.) To provide continuity with the decorative canopies on the roof and certain interior design components, and to “obscure” the existing but no longer functional louver adjacent to the door, applicant requested a purple canopy for the installation. (Graphically depicted here as photo #6; a sample of the proposed material also accompanies this application.) Applicant understands and will comply with all regulations regarding encroachment over the sidewalk and required insurance coverages listing the City as an additional insured.

The rooftop canopies have been in place for some time as evidenced by the fact that the Greenville County aerial photo shows them (Photo #8).

Applicant respectfully requests that the Urban Design Panel grant the certificate of appropriateness for the decorative rooftop canopies to bring them into compliance and further to approve the installation of the entrance canopy to bring a little more sophistication to the entrance of this business.
Application for Certificate of Appropriateness  
CP2 Acquisition Co., LLC d/b/a Ink n Ivy and Vine  
21 Coffee Street  
Greenville, SC 29601  

Page 2

List of photos and attachments

1. Ink n Ivy building at 21 Coffee Street

2. View North along Brown Street (toward Vine entrance). "Garage Door" openings are previously approved and subject to prior encroachment agreements.

3. View South along Brown Street showing Brown St. décor and Vine entrance

4. Direct view of existing entrance to Vine Nightclub

5. Existing sign for Vine (to remain); also this installation is subject to an existing encroachment permit.

6. Graphic design proposal for awning (which will not contain any design or lettering) which will comply with City requirements for height and projection etc.

7. Rooftop decorative canopies

8. County aerial photo showing rooftop decorative canopies.

9. Sample of Awning fabric
Application for Certificate of Appropriateness
Ink n Ivy / Vine
21 Coffee Street

1

View North along Brown Street

2
3- View South along Brown Street

4- Existing Entrance to Vine Nightclub
Proposed
Vine Canopy
7- Decorative canopies on Rooftop Bar

Greenville County, SC

March 1, 2019

8- County aerial showing canopies
Supplemental Information for Design Review Board

Docket # CA 19-230

May 2, 2019

Vine Club Rooftop Facility
Handrail penetration

Canopy penetration