AGENDA

City of Greenville Planning Commission

Regular Meeting 4:00 PM July 18, 2019

10th Floor Council Chambers, City Hall

AGENDA

1. Call to Order
2. Welcome and Opening Remarks from the Chair
3. Roll Call
4. Approval of Minutes
   a. May 16, 2019 Public Hearing – Amend previously approved minutes
   b. June 18, 2019 Agenda Workshop
   c. June 20, 2019 Public Hearing
   d. June 20, 2019 Special-Called Workshop
5. Call for Public Notice Affidavit from Applicants
6. Acceptance of Agenda
7. Conflict of Interest Statement

8. Old Business
   A. Z-4-2019 — deferred until August 15, 2019 meeting

Application by Flournoy Development Group for a REZONE of 10.675 acres located at 500 CONGAREE RD from C-3, Regional Commercial District to PD, Planned Development District – Woods Crossing PD (TM# 0260000100400)
B. Z-10-2019—*deferred until August 15, 2019 meeting*

Application by County of Greenville for a **PD MAJOR MODIFICATION REZONE** of approximately 40 acres located at UNIVERSITY RIDGE, THURSTON ST, HOWE ST, S CHURCH ST, PRESIDENT ST, and WAKEFIELD ST from PD, Planned Development District to PD, Planned Development District (TM#s 0091010700100, 0091010700200, 0069000300300, 0069000300303, 0091010100100, 0091010200100, 0069000300301)

9. **New Business**

A. AX-5-2019
Application by Melissa Lindley for an **ANNEXATION** of 0.31 acre located at 33 GUESS ST and **REZONE** from R-M10, Multifamily Residential District, to RM-1, Single- & Multi-Family Residential District (TM# 0106000100200)

Documents:

**AX-5-2019 - AGENDA PACKET.PDF**

B. SD 19-010
Application by Christian Crear for a **SUBDIVISION** of 0.41 acre located at JENKINS ST (formerly 400 Jenkins St) from 2 LOTS to 3 LOTS (TM# 0085000103600; 0085000103601)

Documents:

**SD 19-010 - AGENDA PACKET.PDF**

C. SD 19-011
Application by Coleman Shouse for a **SUBDIVISION** on 1.16 acres located at 205 ANDERSON ST from 1 LOT to 10 LOTS (TM# 0082000201200)

Documents:

**SD 19-011 - AGENDA PACKET.PDF**

D. V 19-537
Application by PETE HOLLIS 45 LLC for a **VARIANCE** on 0.835 acre located at 47 PETE HOLLIS BLVD from Section 19-7, Stormwater Management (TM#s 0021000101001,
Planning Commission
Official Agenda
- City of Greenville Planning Commission
Regular Meeting
4:00 PM July 18, 2019
10th Floor Council Chambers, City Hall

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9. New Business
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   Application by Christian Crear for a SUBDIVISION of 0.41 acre located at JENKINS ST (formerly 400 Jenkins St) from 2 LOTS to 3 LOTS (TM# 0085000103600; 0085000103601)
   C. SD 19-011
   Application by Coleman Shouse for a SUBDIVISION on 1.16 acres located at 205 ANDERSON ST from 1 LOT to 10 LOTS (TM# 0082000201200)
   D. V 19-537
   Application by PETE HOLLIS 45 LLC for a VARIANCE on 0.835 acre located at 47 PETE HOLLIS BLVD from Section 19-7, Stormwater Management (TM#s 0021000101001, 0021000101000)
   E. Z-12-2019 — deferred until August 15, 2019 meeting
   Application by CITY OF GREENVILLE for a REZONE of 1.497 acres located at 20 and 22 RIDGEWAY AV and 4, 6, and 8 RIDGE KNOLL CIR from R-6, Single-Family Residential District and OD, Office & Institutional District to R-6, Single-Family Residential District (TM#s 0257000805603, 0257010100100, 0257010100200, 0257010100900, 0257010101000, 0257010101100)
   F. Z-13-2019
   Application by City of Greenville for a TEXT AMENDMENT to Section(s) 19-4.3.1(A)(4) Use-Specific Standards for Cottage Subdivisions

Documents:

V 19-357 - AGENDA PACKET.PDF

Z-13-2019 - AGENDA PACKET.PDF

10. Other Business
    A. Monthly Comp Plan Update
    B. Upcoming Dates:
       1. PC Agenda Workshop 12:00 PM Tuesday, August 13, 2019
       2. PC Public Hearing 4:00 PM Thursday, August 15, 2019

11. Adjournment

City of Greenville Planning and Development | 864-467-4476
Docket Number: AX-5-2019
Applicant: Melissa Lindley
Property Owners: Gardner Brooks J III
Property Location: 33 Guess St
Tax Map Number: 0106000100200
Acreage:
Lot area: 0.11 acre (4,813 square feet)
Right-of-way area: 0.20 acre (8,874 square feet)
Total area: 0.31 acre (13,691 square feet)
Existing Zoning: R-M10, Multifamily Residential District, Greenville County
Proposed Zoning: RM-1, Single-Family and Multi-Family Residential District
Adjacent Zoning:
N: R-M10, Multifamily Residential District, Greenville County; RM-1, Single-Family and Multi-Family Residential District, City of Greenville
E: RM-1, Single-Family and Multi-Family Residential District, City of Greenville
S: R-M10, Multifamily Residential District, Greenville County
W: R-7.5, Single-Family Residential District, Greenville County
Proposal: Annex 0.31 acre and Zone to RM-1, Single-Family and Multi-Family Residential District
District: Council District 2
Staff Recommendation: Recommend Approval for Rezone to City Council with the condition that the property is included in the Greater Sullivan Neighborhood Overlay and the Greater Sullivan Special Emphasis Neighborhood

Applicable Sections of the City of Greenville Code of Ordinances:
Sec. 2-372 Function, Powers, and Duties of the Planning Commission
Sec 19-1.3 Purpose and Intent
Sec.19-2.1.2 (A) (2) (b) Zoning District Map Amendments (Rezoning)
Sec.19-2.3.2 (E) (2) Amendments to Zoning District Map
Sec.19-3.2 District Descriptions

Staff Analysis:
The applicant has petitioned the City of Greenville to annex 0.11 acre of lot area and 0.20 acre of right-of-way into the Greenville city limits. The subject property is located on Guess Street and currently divided between the City of Greenville and Greenville County. The portion within the City is within the Greater...
Sullivan Special Emphasis Neighborhood and overlay district. The applicant requests to annex the property into the City with an RM-1 designation, which would allow a residential density equal to Greenville County’s current zoning. Upon annexation, the applicant has expressed the desire to subdivide the property.

The applicant conducted a neighborhood meeting on 7/9/2019 during the Greater Sullivan Neighborhood Association’s monthly meeting.

Staff offers the following responses to the standards for rezoning found at Section 19-2.3.2 (E) (2), Amendments to Zoning District Map.

1. Consistent with the Comprehensive Plan: Staff believes the proposed RM-1 zoning designation is consistent with the “urban residential” Future Land Use designation shared by the closest surrounding City properties.

2. Changed conditions since the original designation: The process of annexation requires the property be assigned a City zoning designation.

3. Addresses a demonstrated community need: The RM-1 zoning designation promotes residential density that is consistent with the neighborhood pattern within the City.

4. Compatible with surrounding uses: Surrounding uses include residential, a church, and adult education center. The multifamily project at 317 Wilkins St (MD 18-005) was approved by the Planning Commission in February 2019. The proposed RM-1 zoning classification will allow for development that is compatible with the surrounding neighborhood.

5. Promotes logical development pattern: The proposed zoning designation provides uses that are logical to the future development pattern of the area.

6. Will not result in “strip” or ribbon commercial development: The proposed zoning designation is limited to residential structures. Therefore, it is not anticipated that the proposed amendment will result in strip or ribbon commercial development.

7. Will not create an isolated zoning district: The property is currently zoned multifamily within the County and is surrounded by other residentially zoned properties. The proposed property is contiguous with RM-1 zoning within the City. A rezone to RM-1 does not create an isolation or spot zoning district.

8. Surrounding property values: It does not appear that the proposed amendment will result in significant adverse impacts on the property values of surrounding lands. The RM-1 zoning designation is compatible with other properties in the area.

9. Effect on natural environment: A stream appears to be located along the rear property line of the subject parcel. However, the city’s GIS system does not show the property being located within the floodplain. The immediate request for annexation and rezoning will not create adverse environmental conditions. If the City’s Engineering department determines a stream buffer is required, it may limit the buildable footprint of the property. All future development must comply with applicable environmental standards.

10. Public facilities and services: The property is served by the Parker Sewer District. No City of Greenville sewer lines are available to serve the new lot. In order to provide sewer to the new lot, a sanitary sewer lateral must cross the existing lot which will require a 15 foot private sanitary sewer easement to be shown on the subdivision summary plat. This will require approval from Parker Sewer District.

Staff Comments & Recommendations

City Engineer: Approve w/ Comments

Comments:
Applicant is specifically advised to verify the sewer availability and connectivity for future subdivision with Parker Sewer District as explained by the Environmental Engineering Division.

Civil Engineer: Approve
Traffic Engineer: Approve

Environmental Engineer: Approve w/ Conditions
Comments:
The applicant stated on their application that they intend to subdivide the parcel once it has been annexed into the City. There are no City of Greenville sanitary sewer lines available to serve the new lot. This parcel is currently being served by Parker Sewer District. In order to provide sewer to the new lot, a sanitary sewer lateral must cross the existing lot which will require a 15 foot private sanitary sewer easement to be shown on the subdivision summary plat. This will require approval from Parker Sewer District.

Fire Department: Approve
APPLICANT/OWNER INFORMATION

| Name:       | Melissa Lindsey                                      |
| Title:      |                                            |
| Address:    | 33 Gossip St                                    |
| State:      | South Carolina                                |
| Zip:        | 29603                                         |
| Phone:      | 864-704-9010                                   |
| Email:      | melissa.lindsey23681@gmail.com                |

PROPERTY OWNER

| Name:       | Paul Davis & Frank Davis Jr                     |
| Address:    | 33 Gossip St                                    |
| Zip:        | South Carolina                                |
| Phone:      | 29603                                         |

LEGAL REPRESENTATIVE (if applicable)

| Name:       | Frank Davis Jr                                |
| Title:      | Director Development                          |
| Address:    | 4009 Civic Center, Atlanta, GA 30360          |
| Phone:      |                                               |
| Email:      |                                               |

PROPERTY INFORMATION

| TAX MAP #(s) | 0106001000200  |
| TOTAL ACREAGE| 0.43         |
| COUNCIL DISTRICT |
| CURRENT ZONING DESIGNATION (County) | County (50%)  |
| CITY (50%) |  |
| PROPOSED ZONING DESIGNATION (City) | City (100%) |
| DEED RESTRICTIONS | |
| FRONTAGE ON PUBLIC ROAD (feet) | |
| WATER DISTRICT | Parker |
| SEWER DISTRICT | Parker |
| FIRE DISTRICT | Parker |
| SANITATION DISTRICT | |

TYPE OF ANNEXATION

*Please select one (1) type:  V 100%       75%  25%

For 100% and 75% Annexations, please include the corresponding Annexation Petition with the application submittal.
INSTRUCTIONS

1. The applicant is strongly encouraged to schedule a preapplication conference with Economic Development prior to the scheduled submission deadline. At this time, the applicant may also be encouraged to schedule a sufficiency review two (2) weeks prior to the scheduled submission deadline to allow staff review of the application. Call (864) 467-5723 to schedule an appointment.

2. Submit an electronic copy of the draft plat signed by a registered surveyor and legal description (see requirements below) 2 weeks prior to the application filing deadline. Failure to do so may result in delay of the application. The draft plat can be sent to khoward@greenvillesc.gov.

3. If the application includes more than one (1) parcel and/or more than one (1) owner, the applicant must provide the appropriate deed book/page references, tax parcel numbers, and owner signatures as an attachment.

4. If the application is to annex a portion of a property as otherwise described by deed, a survey of the parcel reflecting the requested annexation by courses and distances must be included in the submittal package.

5. All applications and fees (made payable to the City of Greenville) for Annexation must be received by the planning and development office no later than 2:00 pm of the date reflected on the attached schedule.

   A. Annexation $550.00 – public hearing required

6. Staff will review the application for sufficiency pursuant to Section 19-2.2.6, Determination of Sufficiency. If the application is deemed insufficient, staff will notify the applicant and request that the application be revised and resubmitted to address insufficiency comments. In this event, the item will be postponed to a subsequent regularly scheduled planning commission meeting.

7. Please refer to Sections 19-1.9, Annexations for additional information.

8. Public Notice Requirements. Annexation applications require a planning commission public hearing. The applicant is responsible for sign posting the subject property at least 15 days (but no more than 18 days) prior to the scheduled planning commission hearing date.

   Annexation applications also require a neighborhood meeting, which is to be held at least eight (8) days prior to the scheduled planning commission hearing (Sec. 19-2.2.4, Neighborhood meetings). See Instructions for Organizing a Developer-Led Neighborhood Meeting for more information.

Upon planning commission recommendation, the application item will be scheduled for city council hearing.

(To be filled out at time of application submittal)

PUBLIC HEARING SIGNS ARE ACKNOWLEDGED AS RECEIVED BY THE APPLICANT

INSTRUCTIONS FOR ORGANIZING A DEVELOPER-LED NEIGHBORHOOD MEETING ARE ACKNOWLEDGED AS RECEIVED BY THE APPLICANT

APPLICANT SIGNATURE

9. Please verify that all required information is reflected on the application, and submit one (1) paper copy and one (1) electronic version of the application submittal package.

10. 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 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, then the planning office will indicate in its report to the planning commission that granting the requested change would not likely result in the benefit the applicant seeks.

   Furthermore, my signature (applicant) indicates that I understand and consent that this matter will appear before the Planning Commission for consideration and that any recommendation, for approval or denial, by the Planning Commission will be final.

CITY OF GREENVILLE APPLICATION FOR ANNEXATION

REV. PAGE 2 OF 4
Commission will be presented to the City Council at their next regularly scheduled meeting to be held on the fourth Monday of the month following the Planning Commission meeting in which the matter was heard.

*APPLICANT SIGNATURE

DATE

11. 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.

*Signatures

Applicant

Date

Property Owner/Authorized Agent

Date

APPLICATION REQUIREMENTS CHECKLIST

Draft plat signed by a registered surveyor and legal description (see requirements below) submitted 2 weeks prior to the application filing deadline. Failure to do so may result in delay of the application. The draft plat can be sent to khoward@greenvillesc.gov.

- A draft plat of the area to be annexed showing the following (Please see ANNEXATION PLAT REQUIREMENTS for more details):
  - Metes and bounds of the entire proposed annexation, showing the POB (Point of Beginning for annexation)
  - Any adjacent contiguous right-of-way not already within the corporate limits of the City. (The City reserves the right to exclude certain right-of-ways)
  - Label and show all contiguous corporate limit lines, including existing and new City Limit lines.
  - Acreage of Real Property, right-of-ways, and total acreage in a table format.
  - Easements
  - Private roads and drives (clearly marked as such)
  - Tax map numbers and owners for all lots to be annexed and adjacent lots

- A legal description including metes and bounds of the property to be annexed and a separate description of the metes and bounds of any right-of-way to be annexed. The legal description must be included in a document separate from the annexation plat.

A completed application form

Annexation petition signed by the required number of freeholders (owners of real property) or a representative with clear authority to sign such a petition for annexation. If the owner is a corporation, the petition must be signed by a duly authorized officer of the corporation. Corporate minutes of a resolution of the Board of Directors should accompany the petition. The signature of a real estate agent, broker or developer without specific authority to sign as to annexation is not acceptable. A petition with less than all freeholders signing is not acceptable for filing without a written statement from the City Attorney that the petition appears on its face to comply with state law regulating such petitions.

A letter of intent (reason for annexation).

The fee for the requested zoning classification as set by the City’s fee schedule. (These fees are used to pay for administrative and advertising expenses incurred as a result of the petition).

Three (3) copies of a recordable Final Plat and a true to scale electronic copy of the Final plat signed by the registered surveyor must be provided with all requested revisions with the application submittal.

ANNEXATION PLAT REQUIREMENTS

1. Drawing size shall be no smaller than "C" size (17" x 22") and no larger than "E" size (34" x 44").
2. The entire boundary of the proposed annexation shall be contained on "I" (one) drawing.
3. The title of the Annexation shall be noted in the title block as "Annexation Plat for (Show the Owner of Record) and

CITY OF GREENVILLE APPLICATION FOR ANNEXATION
PAGE 3 OF 4
4. A location map shall be shown in the upper right hand side of the drawing that shows the location of the proposed annexation and the surrounding streets.

5. Drawing shall show the dates of the survey, scale in feet, and stamped by the engineer or surveyor with registration number.

6. The “Existing City Limit Line” shall be shown on the drawing in a distinguishable line symbol that is easily recognized and in a different line symbol than the “Existing City Limit Line”. This line shall be noted on the drawing as “New City Limit Line”.

7. The “New City Limit Line” shall be shown on the drawing in a distinguishable line symbol that is easily recognized and in a different line symbol than the “Existing City Limit Line.” This line shall be noted as “New City Limit Line”.

8. The proposed annexation shall be contiguous to the “Existing City Limit Line”.

9. When directed by City staff, you may be required to include/capture adjacent street Right-of-Way as part of the annexation. When you are required to annex certain street right-of-ways that are adjacent to or contained within the proposed annexation, these areas, in square feet and acres, shall be noted on the drawing within these boundaries.

10. The area, in square feet and acres, of the real property that is to be annexed shall be noted on the drawing within these boundaries.

11. The Tax Parcels contained within the boundary of the proposed annexation shall be shown and their Tax Parcel ID numbers noted on the drawing. Also, all adjacent parcels shall be shown and labeled with their Tax Parcel ID.

12. The bearings and distances around the outer boundary of the proposed annexation shall be shown on the drawing. The linear dimensions shall be expressed in feet and decimals of a foot. All angular measurements shall be expressed in bearings to the nearest minute. Curves, that have been surveyed, shall be defined on the drawing by a radius, central angle, tangent, arc and chord bearings and chord distances. Areas of the annexation that have not been surveyed, such as adjacent street right-of-way, may be noted as “more or less” or “±”. The “total area” of the annexation will consist of the area of real property and any street right-of-way contained in the annexation. These areas shall be noted in a “text box” on the drawing titled “Area of Annexation”. The area of real property shall be noted and the area of any street right-of-ways shall be noted and then the “total area” noted.

13. Do not “traverse” the “New City Limit Line” along the center of a street.

14. A Legal Description of the annexation shall be written that traverses the outer boundary of the annexation. The “POB” (Point of Beginning) shall be noted on the drawing. When preparing the Legal Description, note any time that the traverse goes “along the Existing City Limit Line”.

15. If the annexation contains any existing structures, the present street address for these structures shall be noted within the corresponding parcel/structure.

16. The proposed annexation will be reviewed by City Staff and any corrections that are needed to the annexation plat will be noted and relayed to the Engineer, Surveyor, and/or owner.

IMPORTANT NOTE:
Prior to applying for annexation, contact the City of Greenville’s Engineering Department to verify the “availability” of utilities such as sanitary sewer and water.
City of Greenville
Economic Development
Regarding Annexation of 33 Guess ST Greenville SC 29605

To Whom it May Concern,

This is the letter of intent regarding 33 Guess St located in Greenville SC 29605. This parcel is located on the corner of Guess and Wilkins with the tax map number 0106000100200. Half of this property is already located in the City with the other half in the county therefore our options are limited regarding our plans for the property. There is an existing structure which we plan to rehabilitate as a rental and divide the property for a new home on the back of the property facing Wilkins St. We would ask for a zoning of R1 to allow us to divide the property for this purpose. The property has approximately .24 acres.

Thank you in advance for your time,

Melissa Lindley

5-20-19
CITY OF GREENVILLE
206 South Main Street
P.O. Box 2207
Greenville, SC 29602

CERTIFICATION OF PETITION SIGNATURE

I, [here put name], have this [date] day of [month], 2019, certified my signature previously given and dated for the annexation into the City of Greenville of one (1) or more parcels in which I have ownership interest by initialing a copy of the signature as previously given and dated. The parcel tax map number(s) is(are) as follows:

[01000100200]

________________________________________
Signature

[Please Print Name]
CITY OF GREENVILLE  
206 South Main Street  
P.O. Box 2207  
Greenville, SC 29602  

100 Percent  
PETITION FOR ANNEXATION  

The person(s) whose signatures appear below are freeholders owning real estate in an area which is contiguous to the City of Greenville and which is proposed to be annexed into the City. In general, the area can be described as ___________ acres ___________ (street number). That area is identified more particularly by the tax map parcel number(s) provided below and the Annexation Plat which is being provided to the City of Greenville Planning Commission in conjunction with this petition. Any and all plats are incorporated by reference as a description of the area. By their signatures, the freeholder(s) petition(s) the City Council of the City of Greenville to annex the entire area shown as being annexed on the plats, and such additional acreage within the outer boundaries of the area as the owners through their agent may designate.

This petition is submitted under the provisions of S.C. Code ' 5-3-150, authorizing the City Council to annex an area when presented with a petition signed by all persons owning real property in the area proposed to be annexed. This petition and all signatures thereto shall be open for public inspection on demand at the City Hall, located at the address set forth above. All zoning processes will be in accordance with state statutes and city ordinance otherwise existing.

<table>
<thead>
<tr>
<th>Property Owner(s)</th>
<th>Address/ Tax Map Number</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brooks Gardner</td>
<td>0106000100200</td>
<td>Brooks Gardner</td>
<td>5-20-19</td>
</tr>
</tbody>
</table>
CITY OF GREENVILLE  
206 South Main Street  
P.O. Box 2207  
Greenville, SC 29602  

PETITION FOR ANNEXATION  

DATE OF PETITION: This petition is dated this 20th day of May, 2019 before the first signature below is attached.  

<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>Brooks J. Fulmer  III</td>
<td>010600010200</td>
<td>Brooks J. Fulmer  III</td>
<td>5/20/19</td>
</tr>
</tbody>
</table>


AX-5-2019 • 33 GUESS STREET

NATURAL / ENVIRONMENTAL FEATURES

SPECIAL EMPHASIS NEIGHBORHOODS

GREEN AVE
GUESS ST
WILKINS ST
RIDGE ST
GREATER SULLIVAN
Special Emphasis

PRESERVATION OVERLAYS
PART LOT 174 MILLS MILL

Beginning at the right of way intersection of the north right of way of Wilkins St. and the east right of way of Guess St. and running along Guess St. N 22-40-00 W for 72.00 feet to an iron pin; thence along the common line of Lot 173 N 67-27-20 E for 52.33 feet to a point; thence S 57-20-30 E for 69.90 feet to a point; thence along Wilkin St. S 58-26-49 W for 93.22 feet to the Point of Beginning. Said tract contains 4,817 square feet or 0.11 acres more or less.

RIGHT OF WAY AREA

Beginning at the right of way intersection of the north right of way of Wilkins St. and the east right of way of Guess St. and running along Wilkins St. N 58-26-49 E for 93.22 feet to a point; thence S 57-20-30 E for 44.42 feet to the south right of way of Wilkins St.; thence S 58-26-49 W for 159.35 feet to a point on the west right of way of Guess St.; thence N 22-40-00 W for 118.83 feet to a point; thence N 67-27-20 E for 40.06 feet to the common corner of Lot 173 and 174 of Mills Mill; thence along the east right of way of Guess St. S 22-40-00 E for 72.00 feet to the Point of Beginning. Said tract contains 8,874 square feet or 0.20 acres more or less.
Planning Staff Report to
Greenville Planning Commission
July 12, 2019
for the July 18, 2019 Public Hearing

Docket Number: SD 19-010
Proposal: SUBDIVISION of 0.41 acre located on Jenkins St from 2 LOTS to 3 LOTS
Applicant: Christian Crear
Property Owner: Cenedella Homes LLC
Property Location: Jenkins St (formerly 400 Jenkins St)
Tax Map Number(s): 00805000103600; 0085000103601
Acreage: 0.41 acre
Zoning: RM-2, Single- & Multi-Family Residential District

Staff Recommendation: APPROVE, with staff comments and conditions

Applicable Sections of the City of Greenville Code of Ordinances:
Sec. 19-2.1.2(A), Administrative and decision-making bodies, Planning commission, Powers and duties
Sec. 19-2.2.4(C), Common procedures, Neighborhood meetings, Neighborhood meeting required
Sec. 19-2.3.13(A), Land development, Subdivision
Sec. 19-6.7.2, Access standards
Sec. 19-6.7.3, Utility standards

Staff Analysis:

Site Information
The applicant proposes to subdivide 2 lots into 3 lots for single-family detached residences located near the intersection of Jenkins Street and Conwell Street. The property is zoned RM-2, Single- & Multi-Family Residential District, which allows for this type of development and subdivision. The future land use classification is Urban Residential.

RM-2 allows for a density of up to 20 residential units per acre, with a minimum lot width of 40 feet at the building setback line, and 20 feet of minimum road frontage. The total acreage for this project is 0.41 acre. Proposed lot sizes are 0.16, 0.13, and 0.12 acre for Lots 1, 2, and 3, respectively. The proposed lots appear to meet the density and dimensional requirements for the RM-2 zoning district.

The subject property is located within the Sterling Special-Emphasis Neighborhood. There are no additional neighborhood overlays for this location.

Vehicle and Pedestrian Access
The proposed subdivision is accessed by Jenkins Street, an existing public road. Sidewalks are required along the subdivision. The City’s Engineering division is additionally directing the applicant to connect his sidewalk to the sidewalk installed to the west for the new Habitat for Humanity Subdivision.

Parking
Parking requirements for this type of development is a minimum of 2 spaces per dwelling, and there are no guest parking requirements. Parking is planned to be provided through garages and driveways at every dwelling.
Landscaping, Buffering & Open Space
A preliminary landscape plan has not been submitted, but street tree requirements must be fulfilled along Jenkins Street.

Neighborhood Meeting
The applicant held a neighborhood meeting on July 2nd, 2019, as required by subsection 19-2.2.4(C) of the Land Management Ordinance. The meeting location at the Kroc Center did not meet the location requirements for projects in a special-emphasis neighborhood. Therefore, the applicant agreed to also present the project at the regularly scheduled meeting for the Sterling Neighborhood Association on July 9.

Overall Staff Recommendation:
APPROVE with Staff comments and conditions.

Staff Comments & Conditions
Planning Comments
1. Building setbacks and other applicable zoning requirements, including Sec. 19-6.9 Single-family residential infill standards, shall be met at the time of building permit submittal.
2. Preliminary Plat approval authorizes the subdivision of land only and does not constitute zoning or site plan approval. All approved lots shall comply with the zoning district requirements including: building setbacks, building height, permitted uses, and all applicable site development and design standards. Furthermore, the applicant is responsible to submit an addressing scheme at the time of final plat submission, including a digital submittal of the proposed subdivision.

City Engineer Comments
Recommend: Approve w/ Comments
Comments:
See Engineering comments.

Civil Engineer Comments
Recommend: Approve w/ Conditions
Comments:

Standard Comments
1) The development shall meet the requirements of Article 19-2.3.13(A) Land Development – Subdivision of the Land Management Ordinance of the City of Greenville.
2) All proposed public and private improvements shall meet the requirements of Section 19-6.7 Site Development and Related Infrastructure of the City’s Land Management Ordinance. The design and construction of the public and private infrastructure shall conform to all applicable federal and state regulations and the requirements of the City’s design and specifications manual.
3) All improvements proposed within the City’s public right of way shall be subject to the requirements of Articles I and II of Chapter 36 – Streets, Sidewalks and Other Public Places of the City of Greenville Code of Ordinances. As required, all improvements or construction activity performed within the City’s public right of way will require an approved encroachment permit.
4) Site plans detailing the grading and stormwater, utility improvements and site access shall be approved for the development. All required public and private infrastructure improvements shall be permitted for construction and completed or properly bonded prior to approval of the final subdivision plat.

Site Specific Comments
5) Access – Each lot has frontage on Jenkins Street. Jenkins Street is a public street owned by the City of Greenville.
Sidewalk Directive - The project shall comply with the City’s sidewalk directive which requires a 5.0 ft. concrete sidewalk with curb lawn to be constructed along the property frontage of all public streets. As required by this directive, curb and gutter and sidewalk shall be constructed along the property frontage of Jenkins Street and connect to the sidewalk recently installed to the west for the Habitat for Humanity subdivision. Right of way shall be dedicated as necessary for the sidewalk construction.

Traffic Engineer Comments
Recommend: Approve

Fire Department Comments
Recommend: Approve w/ Comments
Comments:
You must ensure that there is a fire hydrant within 500 feet of every structure on your development.

Environmental Engineer Comments
Recommend: Approve w/ Conditions
Comments:
1) Wastewater – Wastewater service for the development will be subject to the following conditions:
   a. There are existing City sewer mains available to serve this development. The developer must confirm that the existing sewer system/treatment plant has available flow from the City and ReWa by submitting a Sewer Capacity Request Form (PSSAR).
   b. The wastewater permitting and acceptance process shall meet those requirements set forth in the City of Greenville Design and Specifications Manual Chapter 8.
   c. Each building shall have a separate and direct connection to the City’s sanitary sewer main.
   d. Prior to using an existing lateral, the existing lateral must be tested to ensure that it conforms to City of Greenville performance requirements. Provide a video documenting the condition of the existing service connection prior to its reuse. A new lateral will be required if the existing lateral is in poor condition. The final Certificate of Occupancy will not be issued until the lateral is shown to be in good condition or a new lateral is installed.
   e. Each building shall require a new service fee through ReWa.
2) Stormwater Management – The development is considered a larger common plan and must be performed in conformance with the City’s stormwater ordinance (Article 19-7: Stormwater Management). Specifically, you will need to have a Professional Engineer prepare a non-single family site plan for the development and it will be subject to the following conditions:
   a. A stormwater plan is required to be submitted with the non-single family site plan permit. Submit the major, minor or the soil erosion and sediment control stormwater plan as appropriate.
   b. At a minimum, a stormwater plan should include:
      i. Proposed layout.
      ii. Appropriate erosion control best management practice standard details.
      iii. A construction entrance.
      iv. A concrete washout.
      v. Silt fence
   c. The plan should also show any drainage details needed to ensure the development will not adversely impact adjacent properties and will adequately control runoff from offsite.
   a. If the proposed development creates a new impervious surface greater than or equal to 0.25 acres, water quantity will be required for the 2, 10 & 25 year 24 hour storm event with no significant increase in the 100 year 24 hour storm event.
b. Any stormwater drainage system conveying offsite water shall be designed in compliance with the Stormwater Ordinance.

c. Water quality treatment is required when either:
   • The proposed development has a total impervious surface area ratio of 60% or greater and disturbs 50% or more of the parcel or larger common plan over a five year period; or;
   • The proposed development creates a new impervious surface greater than or equal to 0.25 acres.

3) Floodplain – A portion of the subject property is not located in a FEMA floodplain as determined utilizing 2014 Flood Insurance Rate Maps.

4) In order to not trigger the water quantity requirement, the new impervious area must be less than 0.25 acre or 10,890 square feet. The allowed impervious area shall be distributed among the subdivision lots. If the lot coverage area is less than the 60 percent allowed in the infill ordinance, a note shall be added to the final plat explaining that the combined new impervious area for these lots shall not exceed 10,890 SF or 0.25 acres which is less than the 60 percent infill lot coverage allowance. The site plan permit shall show the maximum allowable impervious areas for each lot.
**APPLICANT/OWNER INFORMATION**

<table>
<thead>
<tr>
<th><strong>APPLICANT</strong></th>
<th><strong>PROPERTY OWNER</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Name: Christian Cawax</td>
<td>Cenedella Homes LLC</td>
</tr>
<tr>
<td>Title: PE</td>
<td>Ann Cenedella (President)</td>
</tr>
<tr>
<td>Address: 25 Woodlakes Lake Rd, Suite 705</td>
<td>PO Box 2921</td>
</tr>
<tr>
<td>State: SC (Greenville)</td>
<td>SC (Greenville)</td>
</tr>
<tr>
<td>Zip: 29607</td>
<td>29602</td>
</tr>
<tr>
<td>Phone: (864) 271-8633</td>
<td>(650) 575-6114</td>
</tr>
<tr>
<td>Email: <a href="mailto:cac@fvfin.com">cac@fvfin.com</a></td>
<td><a href="mailto:avncenedellarealestates@gmail.com">avncenedellarealestates@gmail.com</a></td>
</tr>
</tbody>
</table>

**PROPERTY INFORMATION**

- **SELECT SUBDIVISION TYPE:** 
  - Major Preliminary (3+ lots) 
  - Major Final
  - Minor (2 lots) 
  - Modification

- **STREET ADDRESS:** 400 Jenkins Street (Formerly 400 Jenkins St)

- **TAX MAP #:** 008.5000103600 | 008.5000103601

- **CURRENT ZONING DESIGNATION:** RMZ

- **APPLICATION TO BE MODIFIED:** N/A

- **SUBDIVISION PLAT #**

- **SUBDIVISION NAME:** Jenkins Street Infill

- **TOTAL ACREAGE:** 0.41 Ac.

- **# ORIGINAL LOTS:** 2 
  - **# PROPOSED LOTS:** 3

**INSTRUCTIONS**

1. The applicant is encouraged to schedule a preapplication conference at least one (1) month prior to the scheduled submission deadline. At this time, the applicant may also be encouraged to schedule a sufficiency review one (1) to two (2) weeks prior to the scheduled submission deadline to allow staff review of the application. Call (864) 467-4476 to schedule an appointment.

   **PREAPPLICATION MEETING DATE:** May 15, 2019

2. If the application includes more than one (1) parcel and/or more than one (1) owner, the applicant must provide the appropriate deed book/page references, tax parcel numbers, and owner signatures as an attachment.

3. All applications and fees (made payable to the City of Greenville) for designation as a Major Subdivision Preliminary Plat must be received by the planning and development office no later than 2:00 pm of the date reflected on the attached schedule.
A. Major Subdivision – New (3-10 lots) $300.00 – Preliminary Plat review, public hearing required
B. Major Subdivision – New (11+ lots) $550.00 – Preliminary Plat review, public hearing required
C. Major Subdivision – Modification $150.00 / $275.00 – public hearing required
D. Minor Subdivision – New (2 lots) $300.00 – Summary Plat review, administrative review
E. Minor Subdivision – Modification $150.00 – administrative review

4. Staff will review the application for “sufficiency” pursuant to Section 19-2.2.6. Determination of Sufficiency. If the application is deemed insufficient, staff will notify the applicant and request that the application be revised and resubmitted to address insufficiency comments. In this event, the item will be postponed to a subsequent regularly scheduled planning commission meeting.

5. Subdivision Plat format and content requirements are reflected in the Administrative Manual at Appendix ‘F’. Please refer to Section 19-2.3.13, Land Development, for additional information.

6. Public Notice Requirements. Major Subdivision applications require a planning commission public hearing. The applicant is responsible for sign posting the subject property at least 15 days (but no more than 18 days) prior to the scheduled planning commission hearing date.

Major Subdivision applications also require a developer-led neighborhood meeting, which is to be held at least eight (8) days prior to the scheduled planning commission hearing (Sec. 19-2.2.4, Neighborhood meetings). See Instructions for Organizing a Developer-Led Neighborhood Meeting for more information.

Upon planning commission recommendation, the application item will be scheduled for city council hearing.

(To be filled out at time of application submittal)

☑ Public Hearing signs are acknowledged as received by the applicant
☑ Instructions for Organizing a Developer-Led Neighborhood Meeting are acknowledged as received by the applicant

APPLICANT SIGNATURE

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

8. 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 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, then the planning office will indicate in its report to the planning commission that granting the requested change would not likely result in the benefit the applicant seeks.

APPLICANT SIGNATURE
DATE

9. 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.
<table>
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<td>Date</td>
</tr>
<tr>
<td><strong>Property Owner/Authorized Agent</strong></td>
</tr>
<tr>
<td>Date</td>
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</tbody>
</table>
Docket Number: SD 19-011
Proposal: SUBDIVISION of 1.16 acres from 1 LOT to 10 LOTS located along Anderson Street
Applicant: Coleman Shouse
Property Owner: Heard James C, Heard Jon D
Property Location: 205 Anderson Street, between intersections of Arlington Avenue and Ansel Street
Tax Map Number(s): 0082000201200
Acreage: 1.16 acres
Zoning: RM-1, Single- & Multi-Family Residential District
Staff Recommendation: APPROVE, with staff comments and conditions

Applicable Sections of the City of Greenville Code of Ordinances:
Sec. 19-2.1.2(A), Administrative and decision-making bodies, Planning commission, Powers and duties
Sec. 19-2.2.4(C), Common procedures, Neighborhood meetings, Neighborhood meeting required
Sec. 19-2.3.13(A), Land development, Subdivision
Sec. 19-6.7.2, Access standards
Sec. 19-6.7.3, Utility standards

Staff Analysis:

Site Information
The applicant proposes to subdivide 1 lot into 10 lots for single-family attached residences located along the 200 block of Anderson Street. An additional parcel will be established for the open space and right-of-way areas and will be owned by a homeowner’s association. The property is zoned RM-1, Single- & Multi-Family Residential District, which does allow for this type of development and subdivision. The future land use is Urban Residential.

RM-1 allows for a density of up to 10 residential units per acre, with no minimum lot size. The total acreage for this project is 1.16 acres, which allows for up to 11 residential dwellings.

The property is located inside the Green Avenue Special Emphasis Neighborhood, which has an active document that guides development standards throughout titled the “Green Avenue Neighborhood Revitalization Strategy”. A subdivision within this overlay should be “…consistent with existing predominant lot configurations where the narrow dimension is placed toward the street and long dimension parallel to neighboring structures.” Staff believes that the proposed subdivision meets this guideline due to the implementation of the new proposed street listed as “Corbet Court” on the preliminary plat.

Design Development
The applicant has held multiple meetings with City Staff to develop the design and layout of the proposed development. Discussions and modifications have focused around vehicular access, unit orientation and count, and roadway design. The applicant, through various design renditions and meetings with Staff, has developed a plan that meets the subdivision requirements of the City.
**Vehicle and Pedestrian Access**

The new roadway that serves the development is planned to be private, and appears to meet City roadway standards with a 30’ ROW and 24’ asphalt paved surface. There is a single proposed cul-de-sac, which is shown on the preliminary plat as a 42’ radii (84’ diameter). City Fire access standards require any dead-end cul-de-sac to be a minimum of 48’ radii (96’ diameter), and therefore the proposed cul-de-sac will need modified to meet minimum City standards. It does appear there is sufficient space to accommodate this request with a proposed 50’ radii cul-de-sac ROW.

The name for this roadway has been approved through Greenville County E911 services as “Corbet Court” and the development name has been approved as “Anderson Townes”.

Sidewalks are provided into the development to each unit, which tie back into the existing sidewalk network on Anderson Street. If the orientation of the units are such that the garages are rear loaded, then Staff would recommend that the sidewalk be relocated to the functional front of the property to the north of the property.

**Parking**

Parking requirements for this type of development is a minimum of 2 spaces per dwelling, and there are currently no guest parking requirements. Parking is planned to be provided through garages and driveways at every dwelling.

Total number of dwellings proposed: 10  
Total number of required spaces: 20 (this is incorrectly calculated on the preliminary plat submitted)  
Total number of spaces provided: 40, via 2 car garages and 2 car driveways for each unit.

**Landscaping, Buffering & Open Space**

A preliminary landscape plan has not been submitted, but street trees are required along the proposed private road. The proposed plat calls out no open/common spaces in this development. The applicant has not provided the open space calculations for the development, but Staff will require documentation open space with the final plat submittal.

Typical open space for Single family attached developments: 10 units x 200 sf/unit = 2,000 sf of open space.  
Open space provided: Not identified

Buffering is not required due to being a single-family product surrounded by other single-family properties, but Staff recommends that the developer meet with adjacent land owners to discuss buffering needs on a case by case basis.

**Neighborhood Meeting**

The neighborhood meeting took place on July 8th, 2019, as required by subsection 19-2.2.4(C) of the Land Management Ordinance. Discussion included concerns about property values, whether short-term rentals would be permitted, and potential covenants and deed restrictions. The attendees were generally supportive of the project.

**Notes and Requirements**

Building setbacks and other applicable zoning requirements, including Sec. 19-6.9 Single-family residential infill standards, will be met at the time of building permit submittal.

Preliminary Plat approval authorizes the subdivision of land only and does not constitute zoning or site plan approval. All approved lots shall comply with the zoning district requirements including: building setbacks, building height, permitted uses, and all applicable site development and design standards. Furthermore, the applicant is responsible to submit an addressing scheme at the time of final plat submission, including a digital submittal of the proposed subdivision.
Overall Staff Recommendation:
APPROVE with Staff comments and conditions

Departmental Staff Comments & Conditions

Planning Comments and/or Conditions
1. Cul-de-sac must be redesigned to meet minimum fire standards with a 96’ diameter (see Fire Department and Engineering comments below). Staff will enforce at time of final plat submission.
2. A landscape plan must be submitted for review before final plat can be approved.
3. Open space shall be clearly labeled and carefully designed to maximize the access and usability by the future residents. Staff will enforce at time of final plat submission.
4. Developer should meet with adjacent land owners to discuss buffering needs on a case by case basis.

City Engineer Comments
Recommend: Approve w/ Conditions
Comments:
See comments and conditions from Civil and Environmental reviews.

Civil Engineer Comments
Recommend: Approve w/ Conditions
Comments:

Standard Comments
1) The development shall meet the requirements of Article 19-2.3.13(A) Land Development – Subdivision of the Land Management Ordinance of the City of Greenville.
2) All proposed public and private improvements shall meet the requirements of Section 19- 6.7 Site Development and Related Infrastructure of the City's Land Management Ordinance. The design and construction of the public and private infrastructure shall conform to all applicable federal and state regulations and the requirements of the City's design and specifications manual.
3) Right of Way Encroachment Permits - All improvements or construction activity performed within the public right of way of Anderson Street will require an approved SCDOT encroachment permit.
4) Final Plat – A Final Plat shall be recorded for the subdivision. The final plat will require a separate application and shall be submitted in conformance with the Final Plat requirements as outlined in Appendix F of the City's Administrative Manual. All required public and private infrastructure improvements shall be permitted, constructed and accepted by the respective agencies or bonded prior to approving the final plat for recording.
5) A Site Plan Permit shall be approved for the development of the site detailing the demolition, grading and stormwater, utility improvements and site access.

Site Specific Comments
6) Access – The development is proposing the construction of a new private road to serve as the primary access to the lots. All vehicular access to the lots shall be provided internally from the new road constructed with the subdivision. Vehicular access to individual lots from Anderson Street shall be prohibited.
7) Corbett Drive shall be designed to the City’s standard for a low volume private street for single family attached subdivisions.
8) The cul-de-sac shall be designed to meet the Fire Marshal's minimum turn around radius of 48 feet.
9) The development will require an extension of the City’s sanitary sewer system and an extension of the water system to serve the new lots. Easements will be required through the site for the utility extensions and recorded with the final plat for the subdivision.

10) HOA Covenants, Conditions and Restrictions – A declaration of covenants, conditions and restrictions shall be recorded with the Greenville County Register of Deeds Office establishing ownership and maintenance responsibilities of any proposed stormwater management features and/or other common elements of the subdivision. A reference to the declaration of covenants and restrictions shall be provided on the final plat.

**Traffic Engineer Comments**

**Recommend:** Approve

**Comments:**

No comments.

**Fire Department Comments**

**Recommend:** Approve w/ Conditions

**Comments:**

The cul-de-sac is shown with a 42’ radii, it must be a 48’ radii to meet the requirement for the cul-de-sac to be 96’. Staff will enforce at time of final plat submittal.

**Environmental Engineer Comments**

**Recommend:** Approve w/ Conditions

**Comments:**

1) The site permit will need to show where the storm drainage will tie into the existing storm drainage system. Water quality will be required if the development has more than 60 percent impervious coverage.

2) Wastewater – Wastewater service for the development will be subject to the following conditions:
   a. A sanitary sewer main extension is required to serve this development. The developer must confirm that the existing sewer system/treatment plant has available flow from the City and ReWa by submitting a Sewer Capacity Request Form (PSSAR).
   b. The wastewater permitting and acceptance process shall meet those requirements set forth in the City of Greenville Design and Specifications Manual Chapter 8.
   c. Each building shall have a separate and direct connection to the City's sanitary sewer main.
   d. Prior to using an existing lateral, the existing lateral must be tested to ensure that it conforms to City of Greenville performance requirements. Provide a video documenting the condition of the existing service connection prior to its reuse. A new lateral will be required if the existing lateral is in poor condition. The final Certificate of Occupancy will not be issued until the lateral is shown to be in good condition or a new lateral is installed.
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      i. Proposed layout.
ii. Appropriate erosion control best management practice standard details.

iii. A construction entrance.

iv. A concrete washout.

v. Silt fence

c. The plan should also show any drainage details needed to ensure the development will not adversely impact adjacent properties and will adequately control runoff from offsite.

a. If the proposed development creates a new impervious surface greater than or equal to 0.25 acres, water quantity will be required for the 2, 10 & 25 year 24 hour storm event with no significant increase in the 100 year 24 hour storm event.

b. Any stormwater drainage system conveying offsite water shall be designed in compliance with the Stormwater Ordinance.

c. Water quality treatment is required when either:
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   - The proposed development creates a new impervious surface greater than or equal to 0.25 acres.

4) Floodplain – A portion of the subject property is not located in a FEMA floodplain as determined utilizing 2014 Flood Insurance Rate Maps.
**APPLICANT/OWNER INFORMATION**

| *Name:* | Shouse Development |
| *Title:* | J. Coleman Shouse, President |
| *Address:* | 3101 S Highway 14 Greenville |
| *State:* | SC |
| *Zip:* | 29615 |
| *Phone:* | 864-364-6382 |
| *Email:* | cshouse@shouses.com |

| PROPERTY OWNER | Jon Heard & J. Chris Heard Owners |

**PROPERTY INFORMATION**

**SELECT SUBDIVISION TYPE:**
- [x] Major Preliminary (3-10 lots)
- [ ] Major Preliminary (11+ lots)
- [ ] Minor (2 lots)
- [ ] Major Final (3-10 lots)
- [ ] Major Final (11+ lots)
- [ ] Modification (Major 3+ lots)
- [ ] Modification (Minor 2 lots)

**STREET ADDRESS:**
205 Anderson St. Greenville SC

**TAX MAP #(#s):** 8082000 201200

**CURRENT ZONING DESIGNATION:** Rm-1

**ORIGINAL APPLICATION #**

**SUBDIVISION PLAT #**

**SUBDIVISION NAME:** Anderson Townes

**TOTAL ACREAGE:** 1.16

**# ORIGINAL LOTS:** 1

**# PROPOSED LOTS:** 10

**INSTRUCTIONS**

1. The applicant is encouraged to schedule a preapplication conference at least one (1) month prior to the scheduled submission deadline. At this time, the applicant may also be encouraged to schedule a sufficiency review one (1) to two (2) weeks prior to the scheduled submission deadline to allow staff review of the application. Call (864) 467-4476 to schedule an appointment.

**PREAPPLICATION MEETING DATE:** 5/16/19

2. If the application includes more than one (1) parcel and/or more than one (1) owner, the applicant must provide the appropriate deed book/page references, tax parcel numbers, and owner signatures as an attachment.

CITY OF GREENVILLE APPLICATION FOR SUBDIVISION
PAGE 1 OF 3
3. All applications and fees (made payable to the City of Greenville) for designation as a Major Subdivision Preliminary Plat must be received by the planning and development office no later than 2:00 pm of the date reflected on the attached schedule.

   A. Major Subdivision – New (3-10 lots) $300.00 – Preliminary Plat review, public hearing required
      $300.00 – Final Plat review, administrative review
   B. Major Subdivision – New (11+ lots) $550.00 – Preliminary Plat review, public hearing required
      $550.00 – Final Plat review, administrative review
   C. Major Subdivision – Modification $150.00 / $275.00 – public hearing may be required
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4. Staff will review the application for "sufficiency” pursuant to Section 19-2.2.8, Determination of Sufficiency. If the application is deemed insufficient, staff will notify the applicant and request that the application be revised and resubmitted to address insufficiency comments. In this event, the item will be postponed to a subsequent regularly scheduled planning commission meeting.

5. Subdivision Plat format and content requirements are reflected in the Administrative Manual at Appendix ‘F’. Please refer to Section 19-2.3.13, Land Development, for additional information.

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   Major Subdivision applications also require a developer-led neighborhood meeting, which is to be held at least eight (8) days prior to the scheduled planning commission hearing (Sec. 19-2.2.4, Neighborhood meetings). See Instructions for Organizing a Developer-Led Neighborhood Meeting for more information.

   Upon planning commission recommendation, the application item will be scheduled for city council hearing.

   (To be filled out at time of application submittal)

   [Signature]
   Public Hearing signs are acknowledged as received by the applicant
   Instructions for Organizing a Developer-Led Neighborhood Meeting are acknowledged as received by the applicant

   *APPLICANT SIGNATURE

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

8. 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 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, then the planning office will indicate in its report to the planning commission that granting the requested change would not likely result in the benefit the applicant seeks.

   [Signature]
   *APPLICANT SIGNATURE
   DATE

CITY OF GREENVILLE APPLICATION FOR SUBDIVISION
PAGE 2 OF 3
9. To that end, the applicant hereby affirms that the tract or parcel of land subject of the attached application is ___ or is not X restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the requested activity.

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Applicant</td>
<td>J. Cahana</td>
</tr>
<tr>
<td>Date</td>
<td>6-12-19</td>
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<tr>
<td>Property Owner/Authorized Agent</td>
<td>J. E. Heard</td>
</tr>
<tr>
<td>Date</td>
<td>6-12-19</td>
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9. 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>Date</td>
<td>6-13-2019</td>
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</table>
SD 19-011 • 205 ANDERSON ST.

NATURAL / ENVIRONMENTAL FEATURES

SPECIAL EMPHASIS NEIGHBORHOODS

GREEN AVE
STERLING
Special Emphasis

MALLARD ST
ANDERSON ST
ANSEL ST
ARLINGTON AVE
DUNBAR ST

PRESERVATION OVERLAYS

G R E E N  A V E
S p e c i a l
E m p h a s i s

S T E R L I N G
S p e c i a l
E m p h a s i s

D U N B A R  S T
V A R D R Y  S T
A N S E L  S T
A R L I N G T O N  A V E
M A L L A R D  S T
SITE DATA
ADDRESS: 205 ANDERSON STREET
GREENVILLE, SC
TAX MAP: 0080002001200
ZONING: R-40
TOTAL AREA: 1.16 ACRES
NUMBER OF LOTS: 10 SINGLE FAMILY ATTACHED
DENSITY: 8.8 UNITS/ACRE
ROAD: 435 LF (PUBLIC)
SETBACKS: ANDERSON ST - 35'

TYPICAL BUILDING

PRELIMINARY

NOTES
- THIS LAYOUT IS A CONCEPT PLAN FOR REVIEW AND DISCUSSION ONLY.
- PROPOSED ROADS TO BE PRIVATE AND USE TOWNHOMES OPTION 2.
- ALL ROADS WILL HAVE ROLL CURB AND GUTTER.
- THIS LAYOUT DOES NOT ADDRESS ALL STATE OR LOCAL ORDINANCES.
- THIS LAYOUT WAS NOT PREPARED WITH A REAL SURVEY BY THIS FIRM.
- ALL COMMON AREA AND OPEN SPACE TO BE OWNED AND MAINTAINED
  BY THE INdwONER'S ASSOCIATION.

POWER: ELECTRIC, 240V, 60A;
GAS: TOWNHOUSE NATURAL GAS, 235-5844
WATER: GREENVILLE WATER SYSTEM, 243-6120
PHONE: BELLSOUTH, 245-9803
SATELLITE: CHARTER COMMUNICATIONS, 877-9883

POWERING DATA
REQUIRED PARKING: 13 SPACES (2 PER UNIT + 1 PER 4 UNITS GUEST)
PROVIDED PARKING: 40 SPACES TOTAL
4 SPACES PER UNIT IN DRIVE AND GARAGE

VERSION DATE
06-13-19
Planning Staff Report to
Greenville Planning Commission
July 12, 2019
for the July 18, 2019 Public Hearing

Docket Number: V 19-537
Proposal: Variance from Section 19-7, Stormwater Management
Applicant: Greg Carter, 45 Pete Hollis LLC
Property Owner: Richard Hincapie, 47 Pete Hollis Blvd LLC
Property Location: 47 Pete Hollis Blvd
Tax Map Number: 0021000101001; 0021000101000
Acreage: 0.835
Zoning: RDV, Redevelopment District
Staff Recommendation: Approve with Comments and Conditions

Applicable Section(s) of City Code:
- Section 19-2.2.8(C), Public hearings
- Article 19-7, Stormwater Management
- Section 19-7.6.2(B)(1), Minor stormwater permit
- Section 19-7.9, Variances, waivers, and appeals

Planning Commission Authority to Grant Stormwater Variances

Per Section 19-7.9.1(B), the planning commission has the authority to grant variances for minor stormwater permits after conducting a public hearing and upon finding that the request meets the applicable standards of the Land Management Ordinance. Minor stormwater permits are required when a development disturbs more than one but less than two acres, or when a development has a total impervious surface area ratio of 60 percent or greater and disturbs 50 percent or more of the parcel over a five-year period.

The Planning Commission may, subject to the process and standards in Section 19-7.9.1, grant variances to the provisions of Article 19-7, Stormwater Management, provided such variances will not cause detriment to the public good, safety, or welfare, nor be contrary to the spirit, purpose, and intent of the Land Management Ordinance. Variances may be granted in situations where unique and exceptional physical circumstances or conditions of a particular property would result in an unreasonable hardship, if the literal requirements of the stormwater provisions were enforced. Additional specific standards for variances are listed in Section 19-7.9.1(C).

Applicant Request

The applicant seeks a variance from the water quality performance standards due to existing site conditions and the lack of city storm drainage infrastructure at the subject location. The development site currently consists of asphalt parking lots and building pads for structures that were demolished years ago. The property drains to the west and into the rights-of-way of Echols Street and Winn Street. The nearest city storm drain is 440 linear feet west of the property, at the intersection of Pinckney Street and Echols Street.
Because of the lack of a storm drain nearby, the site does not have a drainage outfall necessary to obtain storage depth. Staff's understanding is the entire site would need to be raised with fill material by a height of 7 feet and 8 inches to meet onsite storage requirements. Alternately, the developer would have to extend the city storm drain approximately 430 feet.

If the variance is approved, the application indicates that runoff will be treated in depressions (bioswales) in landscape islands to the extent possible. According to the applicant, the project will not increase peak flows for 2, 10, or 25-year storm events.

The application states that granting the variance will not negatively impact water quality or quantity compared to existing conditions. Site landscaping and redevelopment of other properties in the area will improve water quality.

**Variance Requirements**

Staff offers the following responses to the standards of Section 19-7.9.1(C):

1. **Showing of good and sufficient cause; and**

   *Staff response:* The applicant has been in communication with city staff regarding the difficulties of complying with the stormwater requirements for this site. The applicant has investigated what would be necessary to comply with the stormwater requirements, including elevation of the property and extension of the city storm system. Staff believes that the applicant has presented a good and sufficient cause for requesting the stormwater variance.

2. **A determination that the variance is the minimum necessary to afford relief; and**

   *Staff response:* Granting the variance will allow the redevelopment project to continue. The plan submitted, which reduces overall impervious area on the site and provides onsite treatment with bioswales, changes the character of the parcel the least.

3. **A finding that failure to grant the variance would result in exceptional hardship to the applicant; and**

   *Staff response:* To meet the literal requirements of the stormwater ordinance, the developer would either need to extend city stormwater infrastructure approximately 430 feet, or raise the entire site will nearly 8 feet of fill material. The cost of extending the city storm drain is cost-prohibitive for the development proposed.

   *Raising the site with fill material in order to provide on-site stormwater treatment has only been considered as a solution due to the prohibitive cost of extending the city storm system. Raising this site would create significant challenges for access and make this single property a visual and physical anomaly along Echols Street and Pete Hollis Boulevard. Staff is not in support of the fill material option.*

   *Staff believes that the cost of extending the storm drain presents an exceptional hardship. Placing 7'8” of fill material to raise the entire site is not a viable alternative. Granting a variance for this development is therefore warranted and necessary for this project to continue.*

4. **A finding that the granting of a variance would not result in increased flood heights, additional threats to public safety, or any public expense, nor create nuisances, cause fraud or victimization of the public, nor conflict with existing local laws or ordinances and that all buildings will be protected by methods that minimize flood damage during the base flood elevation; and**

   *Staff response:* The property is not located in a regulatory floodway. This criterion does not apply.

5. **A finding that the development activity cannot be located outside the regulatory floodplain; and**
Staff response: The property is not located in a regulatory floodway. This criterion does not apply.

(6) A determination that the activity is not in a regulatory floodway, or if the activity is located within a regulatory floodway, a determination that: (i) the property associated with the development activity contained either a primary structure used for commercial purposes which was damaged or destroyed as a result of a casualty, or a secondary structure integral to the business operated on the property which was damaged or destroyed as a result of a casualty; (ii) no portion of the property was located within a regulatory floodway at the time the owner acquired the property; (iii) no portion of the property was located within a regulatory floodway when the structure was originally constructed; (iv) the structure was in use as an active business being operated as a going concern at such time that any portion of the property was placed in the regulatory floodway by virtue of regulatory action; (v) said use was continuously in operation until such time as the structure was damaged or destroyed as a result of a casualty; (vi) it would be inequitable to deny the property owner of the opportunity to rebuild a structure of the same footprint or less such that the business activity occurring prior to the casualty may be resumed; and (vii) the development activity would not result in any increase in flood levels during the base flood discharge. For development located within a regulatory floodway, no variance shall be granted where the variance was requested more than five years after the damage or destruction of the structure as a result of a casualty. Otherwise, no variances shall be granted to any development located in a regulatory floodway; and

Staff response: The property is not located in a regulatory floodway.

(7) The applicant's circumstances are unique and do not represent a general problem; and

Staff response: The closet storm drain that this parcel could connect to is located near the intersection of Echols Street and Pinckney Street—430 feet away. Site conditions and topography will not allow for stormwater discharge to the drainage systems along Pete Hollis Boulevard. Other properties in this area have viable options to connect to the city’s stormwater system. The applicant’s circumstances are unique to their specific property and location, and do not represent a common situation in the area.

(8) The granting of the variance will not alter the essential character of the area involved including existing stream uses.

Staff response: Granting the variance will avoid the requirement for the applicant to raise the parcel above street-level and significantly higher than adjacent parcels. Stormwater impacts are substantially mitigated under the alternative plan presented by the applicant, which employs bioswales and reduces the total impervious surface on the site.

Additional Variance Criteria

Section 19-7.9.1(H) states: “Variances requested in connection with the redevelopment of previously developed sites that will further the public policy goals of downtown redevelopment and neighborhood revitalization and meet the requirements of subsection 19-7.9.1(C) may be granted provided the variance would not result in an increase in the pre-redevelopment runoff rate for the 25-year, ten-year and two-year storm events and existing adequate downstream stormwater capacity exists.”

The applicant has indicated that their project will not increase peak flows for the 25-year, ten-year and two-year storm events. Engineering will verify this condition is satisfied at the permitting stage. A grant of this variance advances the public policy goals of downtown redevelopment and neighborhood revitalization. Pete Hollis Boulevard is a gateway corridor coming into downtown Greenville that is currently experiencing significant redevelopment and investment. A grant of this stormwater variance will continue this redevelopment trend and allow for continued revitalization of this corridor. Staff believes the variance meets the criteria of subsections 19-7.9.1(C) and (H) and should be approved.
Staff Comments and Conditions

City Engineer Comments
Recommend: Approve
Comments:
The variance is for a reduction in the water quality treatment volume for the site. The request satisfies the requirements for a variance as required by the stormwater ordinance, including section 19-7.9(H) which states “Variances requested in connection with the redevelopment of previously developed sites that will further the public policy goals of downtown redevelopment and neighborhood revitalization and meet the requirements of subsection 19-7.9.1(C) may be granted provided the variance would not result in an increase in the pre-redevelopment runoff rate for the 25-year, ten-year and two-year storm events and existing adequate downstream stormwater capacity exists.”. The applicant shall provide water quality treatment to the maximum extent practical given the constraints of the site.

Civil Engineer Comments
Recommend: Approve

Environmental Engineer Comments
Recommend: Approve w/ Conditions
Comments:
Water quality shall be provided for this site to the maximum extent practical. Calculations shall be submitted with the revised site plan permit showing the maximum amount of stormwater that can be treated in the depressed landscaped bio-retention areas with the amended soils that have an infiltration rate greater than 0.3 inches/hour.

Fire Department Comments
Recommend: Approve
APPLICATION FOR VARIANCE
GREERVILLE CITY CODE
SEC 19-7, STORMWATER MANAGEMENT

APPLICANT/OWNER INFORMATION

APPLICANT

NAME: Pete Hollis 45, LLC
ADDRESS: 217-3 East Washington Street
Greenville, SC 29601
PHONE: 864-772-0303
FAX: 864-752-0356
EMAIL: gcarter@collective.com

PROPERTY OWNER

NAME: 47 Pete Hollis Boulevard, LLC, Richard Hincappie
ADDRESS: 45 Pete Hollis Boulevard
Greenville, SC 29601
PHONE: 864-242-4200
EMAIL: lanny@ldsproperties.com

PROPERTY INFORMATION

STREET ADDRESS: 47 Pete Hollis Blvd
DEED BOOK/PAGE 09 2598 PG337
RECORDED DATE: 06/11/2019
TAX PARCEL #: 0021000101000, 0021000101001
ACREAGE: 0.835 (total)
PROPOSED USE: Coffee shop with drive thru window

REQUEST

CODE SECTION FROM WHICH VARIANCE IS REQUESTED: 19-7.8.2(B)(1)
DESCRIPTION OF REQUEST: Request variance of the water quality performance standards due to existing site conditions and lack of utility drainage infrastructure for a proposed redevelopment of an existing commercial site.

INSTRUCTIONS

1. THE APPLICATION AND FEE, MADE PAYABLE TO THE CITY OF GREERVILLE, MUST BE RECEIVED BY THE PLANNING AND DEVELOPMENT OFFICE NO LATER THAN 4:00 PM OF THE DATE REFLECTED ON THE ATTACHED SCHEDULE.
2. The applicant/owner must respond to the questions on page 3 of this application (you must answer "why" you believe the application meets the tests for the granting of a variance). See also Section 19-7.9, Variances, Waivers, and Appeals, for additional information. You may attach a separate sheet addressing these questions.

3. You must attach a scaled drawing of the property that reflects, at a minimum, the following: (a) property lines, existing buildings, and other relevant site improvements; (b) the nature (and dimensions) of the requested variance; (c) existing buildings and other relevant site improvements on adjacent properties; and, (d) topographic, natural features, etc. relevant to the requested variance.

4. You must attach the required application fee: $250.00

5. The administrator will review the application for "sufficiency" pursuant to Section 19-2.2.6, Determination of Sufficiency, prior to placing the application on the planning commission and city council agendas. If the application is determined to be "insufficient", the administrator will contact the applicant to request that the applicant resolve the deficiencies. You are encouraged to schedule an application conference with a representative of the environmental engineering bureau who will review your application for "sufficiency" at the time it is submitted. Call (864) 467-4400 to schedule an appointment.

6. You must post the subject property at least 15 days prior to the scheduled planning commission hearing date and at least 30 days prior to the city council hearing date.

7. 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 and property owner affirm that the tract or parcel of land subject of this application is, or is not, restricted by any recorded covenant that is contrary to, conflicts with, or prohibits, the requested activity.

If the planning office has actual notice* that a restrictive covenant* is contrary to, conflicts with, or prohibits the requested activity, the office must not issue the permit unless the office receives confirmation from the applicant that the restrictive covenant has been released by action of the appropriate authority, property holders, or by court order.

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.

Applicant

Date

Property Owner

Date
APPLICANT RESPONSE TO SECTION 19-7.9.1

(YOU MAY ATTACH A SEPARATE SHEET)

1. DESCRIBE THE UNIQUE AND EXCEPTIONAL CIRCUMSTANCES, OR SPECIFIC CONDITIONS OF THE PROPERTY, WHEREBY THE LITERAL ENFORCEMENT OF THE PROVISIONS OF THE STORMWATER ORDINANCE WOULD CREATE AN UNREASONABLE HARDSHIP.

The project site is an existing asphalt parking lot that was formally two businesses which have been demolished for many years. The property drains to the west currently over the existing pavement and into the rights-of-way of Echols Street and Wixon Street. The nearest underground storm drainage is approximately 440 l.f. west of the property at the intersection of Pickney St. and Echols St. Due to lack of underground storm drainage the site does not have a drainage outfall to get storage depth. The site would have to unreasonably fill 7-8’ to achieve the needed storage for 1” volume.

2. EXPLAIN HOW THIS REQUEST IS THE MINIMUM ACTION NECESSARY TO AFFORD RELIEF FROM THE ORDINANCE.

The site is being redeveloped but will effectively reduce the amount of total runoff due to the addition of landscaping per city code since the current site is fully paved. Treating the runoff for water quality would require 7-8’ of fill or 430’ of city storm improvements. The runoff will still be treated in depressions in Landscape islands to the maximum extent possible. This project will not increase peak flows for the 2, 10, and 25 year storm events.

3. DESCRIBE THE WAYS IN WHICH FAILURE TO GRANT THE VARIANCE WOULD RESULT IN EXCEPTIONAL HARDSHIP TO THE APPLICANT.

The project would require 7-8’ of fill to comply or 430’ of city storm improvements. 7-8’ of fill would make the site non-compliant with accessibility requirements. The storm drainage improvements would be required on an existing road with multiple utility conflicts. Even if the pipe was installed the water quality devices used to comply would be the least of those preferred by the city.

4. IF APPLICABLE, PROVIDE DOCUMENTATION IN SUPPORT OF THE FACT THAT GRANTING THE VARIANCE WILL NOT RESULT IN INCREASED FLOOD HEIGHTS, THREATS TO PUBLIC SAFETY, OR ANY PUBLIC EXPENSE. IN ADDITION, DESCRIBE THE WAYS IN WHICH GRANTING THE VARIANCE WILL NOT CREATE A NUISANCE, CAUSE FRAUD OR VICTIMIZATION OF THE PUBLIC, NOR CONFLICT WITH THE GREENVILLE CITY CODE.

N/A

5. IF APPLICABLE, EXPLAIN WHY THE PROPOSED DEVELOPMENT CANNOT BE LOCATED OUTSIDE THE REGULATORY FLOODPLAIN?

N/A

6. EXPLAIN HOW GRANTING THE VARIANCE WILL NOT ALTER THE ESSENTIAL CHARACTER OF THE AREA INVOLVED, INCLUDING EXISTING STREAM USES.

Granting of the variance will have no negative impact on water quality or quantity from the existing conditions. As a matter of meeting the landscape ordinance the character of the area and water quality will be substantially improved with the added benefit of spearheading other redevelopment in the area.
V 19-537 • 47 PETE HOLLIS BLVD.

NATURAL / ENVIRONMENTAL FEATURES

SPECIAL EMPHASIS NEIGHBORHOODS

SOUTHERNSIDE
Special Emphasis

PRESERVATION OVERLAYS

HAMPTON-PINCKNEY
Preservation Overlay
DEPRESSED LANDSCAPE AREAS W/ AMENDED SOILS TO MIN. 2' DEPTH TO IMPROVE INFILTRATION

SITE DATA
NAME OF DEVELOPER: Pete Hollis 45, LLC
NAME OF ENGINEER: Bluewater Civil Design, LLC
ADDRESS: 47 Pete Hollis Blvd
TAX MAP NUMBERS: 0021000101000; 0021000101001

NEW BUILDINGS: (1) - 2,500± s.f.
EXISTING BUILDINGS: 0
EXISTING IMPERVIOUS AREA: 34,820 SF - 95.7%
PROPOSED IMPERVIOUS AREA: 28,255 SF - 77.6%
LAND AREA: 0.835± acres

ZONING: RDV
TAX MAP NUMBER: 0201000101000
ADDRESS: 47 Pete Hollis Blvd
PHONE: (864) 467-8890

SITE PLAN
DEPRESSED LANDSCAPE AREAS W/ AMENDED SOILS TO MIN. 2' DEPTH TO IMPROVE INFILTRATION

CURBING NOTE:
ALL CURBING ON PRIVATE PROPERTY SHALL BE 18" CURB
AND GUTTER. REFER TO DETAIL UNLESS OTHERWISE NOTED. ALL CURBING IN SCDOT RIGHT-OF-WAY SHALL WATCH EXISTING CURB & GUTTER.

A.D.A. RAMP NOTE:
TACTILE WARNING MATS ARE TO BE INSTALLED ON ALL WHEELCHAIR RAMPS.

SITE LIGHTING NOTE:
REFER TO PETE HOLLIS BLVD SITE LIGHTING PLANS FOR SITE LIGHTING ELECTRICAL PLAN.

ALL WORK WITHIN PETE HOLLIS BLVD RIGHT-OF-WAY SHALL MEET SCDOT STANDARDS AND SPECIFICATIONS.
ALL WORK WITHIN ECHOLS STREET RIGHT-OF-WAY SHALL MEET CITY OF GREENVILLE STANDARDS AND SPECIFICATIONS.

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Docket Number: Z-13-2019
Applicant: City of Greenville
Proposal: TEXT AMENDMENT MODIFYING SECTION 19-4.3.1(A)(4), USE-SPECIFIC STANDARDS FOR COTTAGE SUBDIVISIONS
Staff Recommendation: APPROVE

Applicable Sections of the City of Greenville Code of Ordinances:
Sec. 2-372 Function, Powers, and Duties of the Planning Commission
Sec 19-1.3 Purpose and Intent
Sec.19-2.1.2(A)(2)(a) Text Amendments
Sec.19-2.3.2(E)(1) Text Amendments
Sec.19-4.3 Use-Specific Standards

Background
The development standards for cottage subdivisions are contained in Section 19-4.3.1(A)(4) of the Land Management Ordinance. Up to 60 percent of the units in a cottage subdivision shall be oriented to front common open space. Other units may front internal or perimeter streets. Regardless of the orientation, under the current requirements all lots must have actual access to a paved road improved to a minimum standard approved by the City. Additional cottage subdivision requirements, which deviate in certain ways from the standards for a conventional subdivision, are listed in Section 19-4.3.1(A)(4).

To staff’s knowledge, only one cottage subdivision (Ridgeway Cottages, SD 16-730) has ever been approved under the current ordinance. A modified cottage subdivision was included as part of the Renaissance Place Planned Development (Z-21-2018). Staff has also worked with several other applicants on cottage subdivision proposals, but these have not made it before the Planning Commission because they have not met the design requirements, or for other various reasons.

After meeting with developers about development constraints under the current cottage subdivision standards, staff has prepared the proposed amendment to Section 19-4.3.1(A)(4). These text changes will allow for the legal development of cottage subdivisions not permitted prior to the amendment.

Proposed Text Amendment
The full text amendment is presented in context with the submitted application. To summarize, the amendment will allow up to 40 percent of the lots in a cottage subdivision to front on a permanent unpaved access easement that meets the minimum dimensional requirements for a full public or private street. There would be no vehicular access to these lots. Instead, residents would park in an approved parking lot and walk to their residences. In the event the owners or neighborhood association decide to extend the road in the future, the process will be as simple as improving the easement and paving the street.
The unimproved easement areas shall not count towards the required common open space, which is a central feature of cottage subdivisions in the current ordinance. Applicants would need to demonstrate that proposed access easements otherwise meet the dimensional standards for an approved public or private street, and further demonstrate that the project complies with the open space requirements.

**Staff Analysis**

Staff offers the following responses to the standards in Section 19-2.3.2(E)(1), Text Amendments:

(a) **Consistent with comprehensive plan.** Whether, and the extent to which, the proposed amendment is consistent with the comprehensive plan.

*Staff response:* It is anticipated that the amendment will allow for additional development under the new standards in zoning districts that allow cottage subdivisions. The amendment introduces an affordability component by reducing the amount of infrastructure required to provide access for lots in cottage subdivisions. In addition, reducing the impervious surface reduces stormwater runoff and offers other environmental benefits.

(b) **Consistent with chapter.** Whether, and the extent to which, the proposed amendment is consistent with the provisions of this chapter and related city regulations.

*Staff response:* Section 19-4.3.1(A)(4) was written specifically to allow for cottage subdivisions, which have specific standards for lot orientation, parking, open space, streets, unit design, and other elements that, in many cases, differ from the design requirements for conventional subdivisions. The amendment provides for an additional design option available only to cottage subdivisions. The amendment is therefore in keeping with the structure and intent of Section 19-4.3.1(A)(4), and does not affect other developments in the City of Greenville. Moreover, cottage subdivisions must still comply with all fire safety and access requirements, environmental engineering standards, and other applicable sections of the Land Management Ordinance.

(c) **Changed conditions.** Whether, and the extent to which, there are changed conditions from the conditions prevailing at the time that the original text was adopted.

*Staff response:* Developers and staff have identified this amendment as a way to provide more affordable housing in the city and as a way to design projects to meet the increasing challenges of infill development.

(d) **Community need.** Whether, and the extent to which, the proposed amendment addresses a demonstrated community need.

*Staff response:* Cottage subdivisions were originally conceived as an affordable housing solution for the City of Greenville. The amendment will increase the affordability component by requiring lower up-front infrastructure costs.

(e) **Compatible with surrounding uses.** Whether, and the extent to which, the proposed amendment is consistent with the purpose and intent of the zoning districts in this chapter, will promote compatibility among uses, and will promote efficient and responsible development within the city.

*Staff response:* Cottage subdivisions have setback and design requirements that limit their impact on surrounding properties.

(f) **Development patterns.** Whether, and the extent to which, the proposed amendment will result in a logical and orderly development pattern.

*Staff response:* The amendment will allow up to 40 percent of units in cottage subdivisions to front on an unimproved access easement. Unit orientation and design must still be respective of this
right-of-way as though it were a public or private street. The location of these lots and cottage houses must still meet all fire access requirements.

(g) **Effect on natural environment.** Whether, and the extent to which, the proposed amendment will result in beneficial impacts on the natural environment and its ecology, including, but not limited to, water, air, noise, stormwater management, wildlife, vegetation, and wetlands.

*Staff response:* The amendment reduces the amount of impervious surface coverage in cottage subdivisions, which will result in decreased stormwater runoff and urban heat island effect. In the event the easement is improved and the road installed in the future, adequate storm drain systems will be required. Stormwater facilities (such as detention ponds) must be designed from the outset to fully accommodate all runoff in the event of full future buildout of the road and infrastructure system.

(h) **Public facilities and services.** Whether, and the extent to which, the proposed amendment will result in development that is adequately served by public facilities and services (roads, potable water, sewerage, schools, parks, police, fire, and emergency medical facilities).

*Staff response:* Under the proposed amendment, all unimproved easements must be of sufficient width and properly situated to allow for a full public or private road to be constructed at any time in the future. Otherwise, cottage subdivisions must meet all utility and service requirements for any residential development in the City of Greenville.
APPLICATION FOR ORDINANCE TEXT AMENDMENT
CITY OF GREENVILLE, SOUTH CAROLINA

APPLICANT INFORMATION

City of Greenville
Jonathan Graham
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SIGNED 6/21/19
DATE

REQUEST

19-4.3.1(A)(4)(a) and 19-4.3.1(A)(4)(b)6
PERTINENT CODE SECTION(S)

NARRATIVE DESCRIPTION/PROPOSED REVISION(S):

Modification to allow real property to be subdivided off of an unimproved access easement to facilitate greenspace in cottage subdivision proposals.

INSTRUCTIONS

1. THE APPLICATION AND FEE, MADE PAYABLE TO THE CITY OF GREENVILLE, MUST BE RECEIVED BY THE PLANNING AND DEVELOPMENT OFFICE NO LATER THAN 5:00 PM OF THE DATE REFLECTED ON THE ATTACHED SCHEDULE.

2. THE APPLICANT MUST RESPOND TO THE "STANDARDS" QUESTIONS ON PAGE 2 OF THIS APPLICATION (YOU MUST ANSWER "WHY" YOU BELIEVE THE APPLICATION MEETS THE TESTS FOR GRANTING A TEXT AMENDMENT). SEE ALSO SECTION 19-2.3.2, AMENDMENTS TO TEXT AND ZONING DISTRICT MAP, FOR ADDITIONAL INFORMATION. YOU MAY ATTACH A SEPARATE SHEET ADDRESSING THESE QUESTIONS.

3. YOU MUST ATTACH THE REQUIRED APPLICATION FEE: $100.00.

4. THE ADMINISTRATOR WILL REVIEW THE APPLICATION FOR "SUFFICIENCY" PURSUANT TO SECTION 19-2.2.6, DETERMINATION OF SUFFICIENCY, PRIOR TO PLACING THE APPLICATION ON THE PLANNING COMMISSION AGENDA. IF THE APPLICATION IS DETERMINED TO BE "INSUFFICIENT", THE ADMINISTRATOR WILL CONTACT THE APPLICANT TO REQUEST THAT THE APPLICANT RESOLVE THE DEFICIENCIES. YOU ARE ENCOURAGED TO SCHEDULE AN APPLICATION CONFERENCE WITH A PLANNER, WHO WILL REVIEW YOUR APPLICATION FOR "SUFFICIENCY" AT THE TIME IT IS SUBMITTED. CALL (864) 467-4476 TO SCHEDULE AN APPOINTMENT.
Applicant Response to Section 19-2.3.2(E)(1), Amendments to Text

1. Describe the ways in which the proposed amendment is consistent with the Comprehensive Plan.
   a. While the formal Comprehensive Plan does not directly address private green space, under the section labeled as Healthy Living and Pedestrian Friendly Environment, Objective number one does address parks and greenspace. While arguably an objective to foster public community greenspace, not private greenspace, nonetheless, this objective speaks to the importance of greenspace to the community. Elsewhere in attached documentation of the consultant’s efforts, the process documents and the Appendix documents also provide insight. In the process documents on ‘Phase III: Dream’, p. 6, preservation of green space was of significant interest to the participants. In the Appendix, in Focus Group Meeting Minutes from 9/11/07 – 9/25/07, included under the Resident Survey portion, the following responses were given to the following questions: 1. “What are the most appealing aspects of the City of Greenville?” Answer - Participants were pleased with...a strong emphasis on parks and greenspace. “What is the range of different services that are important to get without a car?” Answer – Green spaces. “What are your thoughts about Affordable Housing in the City? Do we have enough?” Answer – Zoning is cookie cutter...smaller lots with greenspace. “Are there measures that the City should take to help guide development?” Answer – Participants responded that they would like the Planning Department to preserve greenspaces.

2. Describe the ways in which the proposal is consistent with the provision of the ordinance and related city regulations.
   a. The ordinance requires access to each property subdivided for purposes of access including but not limited to: emergency services such as fire, police, EMS, and other city services. Limitation of no more than 40% of the proposed lots are proposed with direct access to an unimproved access easement that is a direct extension of the provide paved right of way.

3. Describe the conditions that have changed from the conditions prevailing at the time that the original text was adopted.
   a. The applicant is unaware of any conditions that have changed.

4. Describe the ways in which the proposal addressed a demonstrated community need.
   a. The proposal allows legal development of Cottage Subdivision not available prior to the amendment.

5. Describe the ways in which the proposal is consistent with the purpose and intent of the zoning districts in the ordinance, will promote compatibility among uses, and will promote efficient and responsible development within the City.
   a. It will offer a new development product to the community.

6. Describe the ways in which the proposal promotes a logical and orderly development pattern.
   a. It will offer a new development product to the community.

7. Describe the ways in which the proposed amendment will result in beneficial impacts on the natural environment and its ecology, including but not limited to: Water; Air; Noise; Stormwater Management; Wildlife; Vegetation; and Wetlands.
   a. The proposals offers and encourages increased required greenspace per proposed unit of housing.

8. Describe the ways in which the proposed amendment will result in development that is adequately served by public facilities and services (roads, potable water, sewerage, schools, parks, police, fire and emergency facilities).
   a. N/A
Modification to Use Specific Standards, Residential Uses, Cottage Subdivision – Section 19-4.3.1(A)(4)

(4) Cottage subdivision.

(a) Procedure for review. Cottage subdivisions shall be reviewed in accordance with the standards and requirements for a major subdivision in section 19-2.3.13(A)(5).

1. Exception: Cottage subdivisions may have no more than 40 percent of the proposed lots front on a permanent unpaved, approved access easement, equal in width and an extension of the required private street easement or in direct connection to a public street, that may be necessary to comply with Section 19-4.3.1(A)(b)5. All other units must comply with Section 19-6.7.2, and the requirements for Cottage Subdivision.

(b) Site configuration.

1. Development size. Cottage subdivisions shall be located on a site of at least 21,780 square feet in size.

2. Allowable uses. Allowable uses shall be limited to single-family detached dwellings and commonly associated accessory uses. Accessory uses may include common open space, a common building for the purposes of storage or recreation for residents of the cottage subdivision, and outdoor recreational features.

3. Number of dwellings. A cottage subdivision shall include at least four dwellings. In no instance shall the gross density of the development exceed the density of the underlying zoning district.

4. Common open space.

   a. The cottage subdivision shall include common open space that comprises at least 30 percent of the total site. The common open space shall include a central green or lawn area fronting some or all of the dwellings, one or more shared surface off-street parking area(s) located away from the dwellings and common area, and a perimeter buffer area that incorporates landscaping materials, existing vegetation, or other features to buffer the subdivision from adjacent development (see Figure 19-4.3.1-1).

   b. The central green or lawn area shall include at least 375 square feet of area for each dwelling in the subdivision.

      (1) Permanent, unpaved, approved access easements shall not qualify as common open space central green or lawn area needed to meet this requirement.

   c. A common building located within the common open space area may be included as an accessory use, but in no instance shall the common building be larger than 1,500 square feet or serve as a permanent dwelling unit.

   d. Open space areas shall include improved pedestrian walkways that provide pedestrian access to each dwelling, shared parking areas, any common buildings, and the public sidewalk network.

   e. Ownership of the open space shall remain either with the developer or be conveyed to a homeowners' association or comparable legal entity under the laws of South Carolina.

   f. Maintenance of the land as permanent open space shall be ensured via the recodation of covenants or similar documents with the county registrar of
deeds and noted (or referenced) on the site plan or final plat. This documentation shall also prescribe the nature and extent of continuing maintenance to the open space designed to preclude the creation of any nuisances.

5. **Dwellings fronting open space.** Up to 60 percent of the dwellings in a cottage subdivision shall front common open space.

6. **Dwellings fronting internal streets and permanent, unpaved access easement.** Dwellings in a cottage subdivision that front an internal street or unpaved access easement shall:
   a. Be oriented so that the front door of the dwelling faces the internal street or access easement;
   b. Include a front porch of at least ten feet in width and six feet in depth between the front facade of the dwelling and the street or access easement;
   c. Ensure that a street facing garage, if provided, is located at least 10 feet behind the front facade plane of the dwelling, including porches, and complies with the standards for street facing garage doors in subsection (b)(8) of this section.

**Figure 19-4.3.I-1:** Example layout of a cottage subdivision

7. **Dwellings fronting perimeter streets.** Dwellings in a cottage subdivision that front a public street outside the development shall comply with the following standards:
   a. Lots shall maintain a minimum area of at least 75 percent of the minimum lot area for the underlying zoning district;
   b. Dwellings shall be oriented so that the front door of the dwelling faces the public street; and
   c. A street facing garage, if provided, shall be located at least ten feet behind the front facade plane of the dwelling, including porches, and comply with the standards for street facing garage doors in subsection (b)(8) of this section.
8. **Street-facing garage doors.**

   a. A street-facing garage door shall include at least two of the following features (see Figure 19-4.3.1-2):
      
      i. A garage door configured to appear as carriage house doors that open to the sides;
      
      ii. Arbor or trellis with a minimum depth of three feet over the garage door;
      
      iii. A roof overhang of at least two feet over garage door with columns, corbels, or another support structure;
      
      iv. An arch or arches over the garage door;
      
      v. Window dormers or a shed dormer;
      
      vi. An entry door with a minimum width of 30 inches;
      
      vii. A garage door and door trim of natural wood or material configured to appear as unpainted wood;
      
      viii. Windows within or above the garage door;
      
      ix. Eaves with exposed rafters, dentil moulding, or other detail appropriate to the architectural style of the structure; or
      
      x. Other feature as approved by the administrator.

   b. These standards shall not apply to garage doors facing internal streets within a cottage subdivision.

   *Figure 19-4.3.1-2: Examples of street-facing garage doors*

9. **Surface parking**

   a. Each cottage subdivision shall incorporate at least one shared surface parking area that accommodates resident or guest parking. Surface parking areas shall include a total of at least one parking space for each dwelling unit plus one designated guest parking space for every four dwelling units. Provision of resident parking spaces within a shared surface parking area is not
required in cases where resident parking is provided via individual driveways, garages, or by parking spaces along internal streets.

b. In no instance shall a surface parking area be more than 300 linear feet from the dwelling it serves.

c. Each surface parking lot or internal street shall be visible from at least one dwelling unit window in the development.

10. Detached common garages. Detached garages serving more than one dwelling shall not exceed five car bays or include individual garage doors wider than 12 feet each.

11. Storage space. Each individual dwelling shall have at least 40 square feet of covered storage space outside the heated floor area of the dwelling. Storage space may be located on an individual lot, adjacent to a common building, or within a common building.

12. Perimeter buffer. A cottage subdivision may be required to incorporate a perimeter buffer along all lot lines shared with existing single-family detached dwellings, as determined by the administrator.

13. Internal streets. Vehicular entryways into cottage subdivisions and internal streets serving the development shall be configured as private drives with a maximum pavement width of 22 feet.

(c) Individual lot configuration.

1. Dimensional requirements. The following table sets out the dimensional requirements for individual lots.

<table>
<thead>
<tr>
<th>Feature</th>
<th>Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum lot size (sq ft)</td>
<td>None</td>
</tr>
<tr>
<td>Maximum lot coverage (%)</td>
<td>100[^1]</td>
</tr>
<tr>
<td>Minimum lot width (ft)</td>
<td>20</td>
</tr>
<tr>
<td>Minimum front setback (ft)</td>
<td>10 from open space; zoning district requirement from street[^2]</td>
</tr>
<tr>
<td>Minimum side setback (ft)</td>
<td>0 one side; 15 other side[^2]</td>
</tr>
<tr>
<td>Minimum rear setback (ft)</td>
<td>None[^3]</td>
</tr>
</tbody>
</table>

**NOTES:**

[^1] Total impervious coverage for the entire subdivision shall not exceed 60 percent.

[^2] Porch steps, ramps, fences, and walkways may encroach into the front setback in accordance with table 19-5.2.7, but no other structures shall be permitted to encroach into a required setback.

[^3] When an individual lot includes a driveway, the minimum rear setback shall be 20 feet.
2. **No-build easement.** Any lot abutting another lot used for residential purposes in a cottage subdivision shall include a no-build easement on one side that extends from the lot line to the exterior wall of the dwelling (see Figure 19-4.3.1-3). The purpose for the use easement is to ensure that the adjoining property owner can use the entire side yard as private outdoor space.

*Figure 19-4.3.1-3: No-build easement in the side yard*

(d) **Dwelling unit configuration.**

1. **Maximum height.** A dwelling unit shall not exceed one and one-half stories, or 24 feet.

2. **Dwelling size.** A dwelling unit shall be at least 600 gross square feet in size, but not more than 2,400 gross square feet in size, excluding garages.

3. **Front porch.** A dwelling unit shall incorporate a covered front porch of at least ten feet in width and six feet in depth.

4. **Windows.**
   
   a. The front facade shall incorporate a sufficient amount of windows to facilitate observation of the common area from within the dwelling.

   b. Windows on the side of the dwelling facing a side yard subject to a no-build easement held by an adjoining land owner shall remain opaque or be located above eye level to ensure privacy in the side yard of the abutting dwelling unit (see Figure 19-4.3.1-4).
c. In no instance shall window placement on exterior walls be configured in a manner that allows direct sight into another dwelling located 30 feet away or less.

5. Common room placement. Ground-floor public or common rooms (e.g., the living room, kitchen, dining, room, den, etc.) shall be located closer to the front door than bedrooms or bathrooms (see Figure 19-4.3.1-5).

Figure 19-4.3.1-5: Common rooms located close to the front door

6. Refuse collection. Each dwelling unit shall maintain individual refuse collection containers. They shall be screened from view and located to the side or rear of the dwelling.

7. Fences. Fences within front yards or side yards forward of the front facade plane shall not exceed 36 inches in height. Fences in rear yards or side yards behind the front facade plane shall not exceed 72 inches in height. In no instance shall a fence be placed within a no-build easement.

(e) Homeowner's association. Each cottage subdivision should include a homeowner's or property owner's association, or comparable legal entity under the laws of South Carolina, that maintains control of common areas and takes responsibility for
maintenance of common features in the neighborhood, in the event the developer has transferred ownership of the common areas. Homeowner's association documents shall be submitted to and reviewed by the city prior to approval of the subdivision.