Design Review Board

Official Public Notice

To: Property Owners, Owners of property located within 500 feet of the following Applications, and Neighborhood Association Representatives.
From: Planning and Development Staff
Subject: Upcoming Applications for the Design Review Board – Urban Design Panel
Date: July 21st, 2020

Public meetings will be hosted virtually online and can be accessed at greenvillesc.gov/meeting using the password meetnow. Instructions to access the meeting, and information regarding a remote viewing location, are included at the end of this notice.

A remote meeting viewing location has been set up at the Greenville Civic Center at 1 Exposition Drive in Room 102.

The City of Greenville Design Review Board – Urban Design Panel will hold a Public Hearing on Thursday, August 6th, 2020 at 4:00 PM via the virtual meeting platform, Webex, for the purpose of considering the following applications:

A. Old Business (public hearing)
   i. None

B. New Business (public hearing)
   i. CA 20-322
      Application by EXTENET SYSTEMS for a CERTIFICATE OF APPROPRIATENESS for a revised wireless communications facility design.

Documents:

   PUBLIC NOTICE PACKET · EXTENET · CA 20-322.PDF

ii. CA 20-361
    Application by ANN NAGER/M-WEST HOA for a CERTIFICATE OF APPROPRIATENESS for rooftop pergola additions at 1027 S. Main St. (TM#
You are invited to review documents relating to these applications before the public hearing. Application materials are posted online at http://www.greenvillesc.gov/drb. You may contact the Planning Office at (864) 467-4476 for more information. Application materials are subject to change.

Written comments must be received by 2PM Monday before the hearing in order to be given adequate time for consideration by the Board before the hearing. Comments received after 2PM Monday will be provided to the Board at the hearing. Please reference the application number and include your name and address on all correspondence. All comments will be made part of the public record.

In some cases the applicant may be required, as part of the application process, to hold a neighborhood meeting before the application is heard by the Board. Property owners within 500’ of the application site would then be notified by mail. A property owner that directly abuts the proposed project or owners of 20% of parcels within 500’ may also request a meeting. Contact the Planning and Development Office for further instructions.

**Webex Meeting Instructions**

**Steps for Online Access**

1. Visit greenvillesc.gov/meeting. You can also go to greenvillesc.gov and click on ONLINE MEETING.
   - Enter your: First Name
   - Enter your: Last Name
   - Enter your: Email Address
   - Enter the event password: meetnow
   - Click: Join Now

**Steps for Phone Access**

1. Dial: +1-415-655-0002
2. Enter Access Code: 129-991-1512

**Remote Viewing Location**

A remote meeting viewing location has been set up at the Greenville Civic Center at 1 Exposition Drive in Room 102.
Center at 1 Exposition Drive in Room 102.

All attendees at the remote viewing location will be subject to a temperature screening with a touch-less forehead thermometer. Anyone with a temperature reading above 100 degrees Fahrenheit will not be admitted. Attendees will be required to wear a covering over their mouth and nose, unless it violates a religious tenant or belief or causes difficulty breathing. The City seeks input from citizens while adhering to public health and safety guidelines.

**Procedure for Public Comment during Meeting**

1. The Design Review Board Chair will read through each agenda item and call for a list of names who wish to speak during public comment. The public shall communicate directly with the Planning Staff Liaison if they wish to speak on the specific agenda item.
2. The Planning Staff Liaison will take a list of names, which will be called in order at the time of the specific agenda item, to provide public comment.
3. The Planning Staff Liaison will communicate directly with the public during the public portion of each item to provide comments on the specific agenda item.
4. Each member of the public shall provide their comments when their name is called by the Planning Staff Liaison.
5. Each member of the public will have 3 minutes to speak on the specific agenda item. When speaking: Begin by clearly stating your name and address for the record. Please spell your name if it is prone to be misspelled. The 3-minute timer will start after you provide this information. Please do not repeat information already presented by someone else and avoid off-topic statements. Those who wish to share similar concerns are encouraged to appoint a spokesperson to speak on behalf of the group. Direct all comments and questions to the chairperson, who will respond or direct the question to the appropriate party for response.
6. The Planning Staff Liaison will continue through the list of names until all members of the public who wished to speak on the specific agenda item have had an opportunity.
7. Once all names are called and public comment provided, the public portion for that specific agenda item will be closed.
# APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

## URBAN DESIGN PANEL

Contact Planning & Development:
(864) 467-4476

### APPLICANT/OWNER INFORMATION

<table>
<thead>
<tr>
<th>*</th>
<th>Indicates Required Field</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Name:</strong></td>
<td>ExteNet Systems, Inc./Eric Lovvorn</td>
</tr>
<tr>
<td><strong>Title:</strong></td>
<td>External Relations Director</td>
</tr>
<tr>
<td><strong>Address:</strong></td>
<td>3030 Warrenville Rd., Ste. 340, Lisle, IL 60532</td>
</tr>
<tr>
<td><strong>Phone:</strong></td>
<td>770-337-5760 (Eric Lovvorn, mobile#)</td>
</tr>
<tr>
<td><strong>Email:</strong></td>
<td><a href="mailto:elovvorn@extenetsystems.com">elovvorn@extenetsystems.com</a></td>
</tr>
</tbody>
</table>

### PROPERTY INFORMATION

<table>
<thead>
<tr>
<th>*</th>
<th>STREET ADDRESS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>STREET ADDRESS</strong></td>
<td>ExteNet Node C, closest address: 409 Green Avenue, Greenville, SC 29601</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>*</th>
<th>TAX MAP #(S)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TAX MAP #(S)</strong></td>
<td>N/A</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>*</th>
<th>SPECIAL DISTRICT</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SPECIAL DISTRICT</strong></td>
<td>N/A</td>
</tr>
</tbody>
</table>

### DESCRIPTION OF REQUEST

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

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

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

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

   B. SIGNS
      $150.00

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

   D. INFORMAL REVIEW

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

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

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

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

5. You must attach one (1) complete set of scaled drawings of the property at an appropriate scale such as 1"=20' or 1/4" = 1', etc. Although construction drawings are not required, applicants for final approval should be able to provide construction drawings at the Design Review Board's (DRB) request. The Board may request additional information at any time to fully understand the proposal. Items submitted to the Board become the property of the City and will not be returned.

SITE PLAN REVIEW

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

- Elevation Drawings of all Exterior Sides (indicate proposed materials, existing grade and proposed grade, proposed mechanical equipment, outdoor lighting fixtures, landscape drawings, design and location of signage, removal of existing building elements, addition to existing building, a streetscape elevation of building adjacent to and across the street from the site, including the proposed building).
- Sections (include vertical dimensions in feet, building sections where significant changes occur in building volume, wall section for review of material relationships).
- Detail Drawings (include material and methods of each type of construction affecting the exterior appearance of the structure, samples, brochures and photographs of all exterior finishes, windows, fixtures, lighting and signage).
- Renderings (include perspective drawings, including views from pedestrian and public realm).
- Model (physical or digital model that includes the surrounding context and should include accurate scale, architectural detail to the extent that if describes the design intent, proposed textures and proposed signage).

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

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

6. Please read carefully:

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

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

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

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

<table>
<thead>
<tr>
<th>Signatures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applicant</td>
</tr>
<tr>
<td>Date</td>
</tr>
</tbody>
</table>

| Property Owner/Authorized Agent |
| Date |

| Public Hearing Information |
| Public Hearing Signs |
Note: 3'4" to be removed from the top of the pole. Height increase over existing pole will be 6 feet with pole top extension.
APPLICANT/OWNER INFORMATION

**APPLICANT**

- **Name:** ANN NAGER / M WEST HOA
- **Title:** HOA BOARD MEMBER
- **Address:** 1027 S MAIN ST #202, GVL
- **State:** SC
- **Zip:** 29601
- **Phone:** 770-378-0776
- **Email:** ANN.NAGER2@GMAIL.COM

**PROPERTY OWNER**

- **Name:** M WEST TOWNHOMES
- **Title:** RESIDENTS/HOMEOWNERS

PROPERTY INFORMATION

- **STREET ADDRESS:** 1027 SOUTH MAIN ST, GREENVILLE, SC 29601
- **TAX MAP #:**
- **PRESERVATION DISTRICT/SPECIAL DISTRICT:** WEST END
- **ARE THERE EXISTING STRUCTURES ON THE PROPERTY?**
  - [ ] Yes
  - [x] No

DESCRIPTION OF REQUEST

- **SELECT APPLICATION TYPE:**
  - [ ] CA Neighborhood New
  - [ ] CA Neighborhood Modification (Major/Minor)
  - [ ] CA Urban New
  - [ ] CA Urban Modification (Major/Minor)
  - [x] DESIGN REVIEW BOARD
  - [ ] CAS Staff New (Major/Minor)
  - [ ] CAS Staff Modification
  - [ ] Informal Review

**ORIGINAL APPLICATION #** (put N/A if new application)

---

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

**PER REQUEST OF MR. LONNERSTATER, M WEST HOA BOARD IS SUBMITTING ON BEHALF OF THE M WEST TOWNHOME COMMUNITY. APPROVAL FOR THE ADDITION OF A ROOFTOP PERGOLA ON THE ROOFTOP TERRACES. THIS HAS BEEN APPROVED BY THE HOA BOARD AS A STANDARD CREATING ARCHITECTURAL CONSISTENCY, IMPROVE USABILITY, AND INCREASE PROPERTY VALUES.**

---

CITY OF GREENVILLE APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

PAGE 1 OF 3
INSTRUCTIONS

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

A. URBAN DESIGN PANEL

   $300.00, site plan review

   $300.00, architectural review

B. SIGNS

   $150.00

C. NEIGHBORHOOD DESIGN PANEL

   $150.00

D. APPLICATION FOR STAFF REVIEW

   Major: All site development activity, roof gardens, decks, or accessory structures; or any project that requires consultation with a member of the DRB.

   $100.00

   Minor: Color change; replacement of windows/doors; additions, deletions or replacement of awnings; re-roofing; and projects that do not involve structural alterations, increase/decrease in window/door area or removal of architectural features. Also, parking lots, service enclosures, exterior lighting and additions to building that do not exceed 25% of existing building footprint, except the West End Preservation Overlay District.

   $50.00

E. MODIFICATION TO AN APPROVED PROJECT

   Major (requires review by DRB) ½ Original Fee

   Minor (requires review by staff) $50.00

F. INFORMAL REVIEW

   $50.00

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

3. Public Notice Requirements. Certificate of Appropriateness applications require a Design Review Board 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 Design Review Board hearing date.

   (To be filled out at time of application submittal)

   ________________ Public Hearing signs are acknowledged as received by the applicant

*APPLICANT SIGNATURE

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

SITE PLAN REVIEW

- Site Plan Drawings (indicating footprint of existing buildings, proposed building, proposed exterior elements, demolition of existing site features, floor plan, proposed exterior equipment, etc.).

- Massing Studies and Images (images shall be high resolution and should depict adjacent building, proposed building massing from various viewpoints, initial architectural details, photos of surroundings to review context, etc.).
• Model (physical or digital model that includes the surrounding context with massing only, no texture or articulation is required). The contextual model for the DRB boundary can be downloaded here: https://greenvillesc.gov/364/Access-GIS-Data, and is provided as a .skp file. Data is updated monthly.

ARCHITECTURAL REVIEW

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

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

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

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

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

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

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

4. 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.

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

HOA BOARD HAS APPROVED THIS PERMUTA SYSTEM.

<table>
<thead>
<tr>
<th>Signatures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applicant</td>
</tr>
<tr>
<td>Date</td>
</tr>
<tr>
<td>Property Owner/Authorized Agent</td>
</tr>
<tr>
<td>Date</td>
</tr>
<tr>
<td>Public Hearing information</td>
</tr>
<tr>
<td>Public Hearing signs</td>
</tr>
</tbody>
</table>
CA 20-361 • 1027 S. MAIN ST.

NATURAL / ENVIRONMENTAL FEATURES

SPECIAL EMPHASIS NEIGHBORHOODS

WEST END
Special Emphasis

GREEN AVE
Special Emphasis

PRESERVATION OVERLAYS

S MAIN ST

VARDRY ST

GREEN AVE

ANDERSON ST
M West Townhomes Rooftop Pergola System

Package for Certificate of Appropriateness Design Review Board

June 28, 2020
Location of application site.

The outlined area denotes the property boundary for the M West Townhome community. 1027 South Main Street Greenville, SC 29601

The HOA desires to provide residents with a HOA board approved rooftop terrace pergola option. This would become the standard for the community creating a consistent architectural look improving usability of townhome owners’ rooftops and increase property values. Each unit would be required to submit for individual building permits.

Tax map numbers for 1027 South Main Street 0073000400600
• Building 100: 601 thru 605
• Building 200: 606 thru 612
• Building 300: 613 thru 615
• Building 400: 616 thru 619

Unit 202 previously approved: CA approved under CA 20-255.
M West Townhomes  Rooftop Pergola
Proposed Equinox Louvered Roof System as pergola covering for existing rooftop terraces.
Size: 12’ x 26’ or 30’

https://www.equinoxroof.com/
M West Townhomes Rooftop Pergola
Equinox Louvered Roof
Proposed pergola from terrace of unit 202

Louver Fame fits under the soffit 4” from bottom of soffit, approximately 8’6” of the floor.
• The following renderings depict the entire M West community if all of the units were to add the pergola to their rooftops in the 200 building, but not all on the other buildings.

• This package was submitted to the HOA board for approval and has been approved as a standard for M West, creating consistency of roof top pergolas / shade in the community.
M West Townhome Building 200 - view from rear facing Markley from parking lot of adjacent property / Church parking lot.
M West Townhome Building 300 - view from M West driveway entrance

End Unit Pergola