city of greenville

Office Use Only:
Application# _____ Fees Paid _____
Date Received _____ Accepted By _____

APPLICATION FOR SPECIAL EXCEPTION
CITY OF GREENVILLE, SOUTH CAROLINA

APPLICANT / PERMITTEE*: Jennifer Kelly (Name) Owner / Upstate Montessori Academy (Title / Organization)

permit may be limited to this entity. Upstate Montessori Academy

APPLICANT'S REPRESENTATIVE: _____ (Name) _____ (Title / Organization)
(Optional)

MAILING ADDRESS: 109 North Leach St. Greenville SC 29601

PHONE: 8642308568 EMAIL: jkelly@umagreenville.com

PROPERTY OWNER: Kellwood Holdings LLC

MAILING ADDRESS: 21 Paddington Avenue Greenville SC 29609

PHONE: 8644209899 EMAIL: jkelly@umagreenville.com

PROPERTY INFORMATION

STREET ADDRESS: 109 North Leach Street Greenville SC 29601

TAX PARCEL #: 007800070140 0 ACREAGE: .52 ZONING DESIGNATION: RDV

REQUEST

Refer to Article 19-4, Use Regulations, of the Land Management Ordinance (www.municode.com/library/)

DESCRIPTION OF PROPOSED LAND USE: School (private)

19-4.2.3(C) - educational facility

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/owner must respond to the "standards" questions on page 2 of this application (you must answer "why" you believe the application meets the tests for the granting of a special exception). See also ***Section 19-2.3.5, Special Exception Permit***, 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 proposed development (activity); (c) existing buildings and other relevant site improvements on adjacent properties; and, (d) topographic, natural features, etc. relevant to the requested special exception.

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 BZA 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.***

6. You must post the subject property at least 15 days (but not more than 18 days) prior to the scheduled hearing date.

_____ 'Public Hearing' signs are acknowledged as received by the applicant

Jennifer L Kelly
Applicant Signature

7. **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 Board of Zoning Appeals 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 ☐ or is not ☐ restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the requested activity.

Jennifer L Kelly — APPLICANT / REPRESENTATIVE SIGNATURE

11/8/21 — DATE

Jennifer L Kelly — PROPERTY OWNER SIGNATURE

11/8/21 — DATE

Christopher Kelly
11/8/21

APPLICANT RESPONSE TO
SECTION 19-2.3.5(D)(1), STANDARDS – SPECIAL EXCEPTION

(YOU MAY ATTACH A SEPARATE SHEET) See attached document.

1. DESCRIBE THE WAYS IN WHICH THE PROPOSED SPECIAL EXCEPTION IS CONSISTENT WITH THE COMPREHENSIVE PLAN.

2. DESCRIBE THE WAYS IN WHICH THE REQUEST WILL COMPLY WITH THE STANDARDS IN ***SECTION 19-4.3, USE SPECIFIC STANDARDS***.

3. DESCRIBE THE WAYS IN WHICH THE REQUEST IS APPROPRIATE FOR ITS LOCATION AND IS COMPATIBLE WITH THE CHARACTER OF EXISTING AND PERMITTED USES OF SURROUNDING LANDS AND WILL NOT REDUCE THE PROPERTY VALUES THEREOF.

4. DESCRIBE THE WAYS IN WHICH THE REQUEST WILL MINIMIZE ADVERSE EFFECTS ON ADJACENT LANDS INCLUDING: VISUAL IMPACTS; SERVICE DELIVERY; PARKING AND LOADING; ODORS; NOISE; GLARE; AND, VIBRATION. DESCRIBE THE WAYS IN WHICH THE REQUEST WILL NOT CREATE A NUISANCE.

Applicant Response from
Upstate Montessori Academy at
109 North Leach Street Greenville, SC 29601

1. We are requesting a special exemption for our private school that is located in downtown Greenville. It has come to our attention that when applying to the city with the request for finishing the upstairs in the fall of 2021 that our building was improperly recorded with the city as a daycare. The original builder Cely Construction listed our facility as a daycare on our original building permit number 15-1203. Section 19-4.2.3 B (1) allows for a daycare to be constructed and operated on our property. However, we are a private school and have always functioned as a private school.

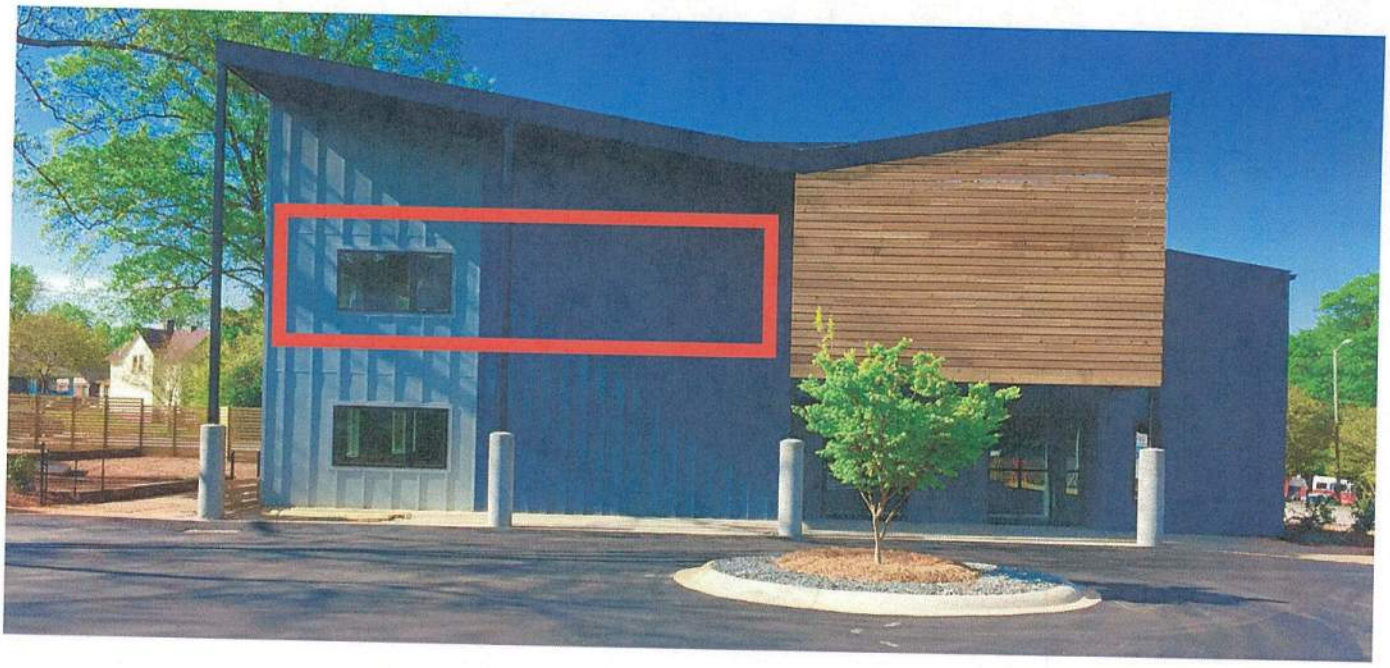
2. When we built our facility in October 2015 - June 2016 our property was zoned C2. The current zoning is now RDV. Under article 19-4.2.3 (C) with the City of Greenville Educational facilities public or private can be operated at our current property address. We are not adding onto the footprint of our current facility with phase two. Our request will allow us to finish out the second story of our building which has always been there.

3. We are currently full with enrollment of children 2K - 3rd grade. Our additional classrooms that will be added upstairs will allow for us to continue to serve our community by adding additional students to our program. Since we have always functioned as a private school we would not be diminishing the property value of ours or other surrounding properties in the West End.

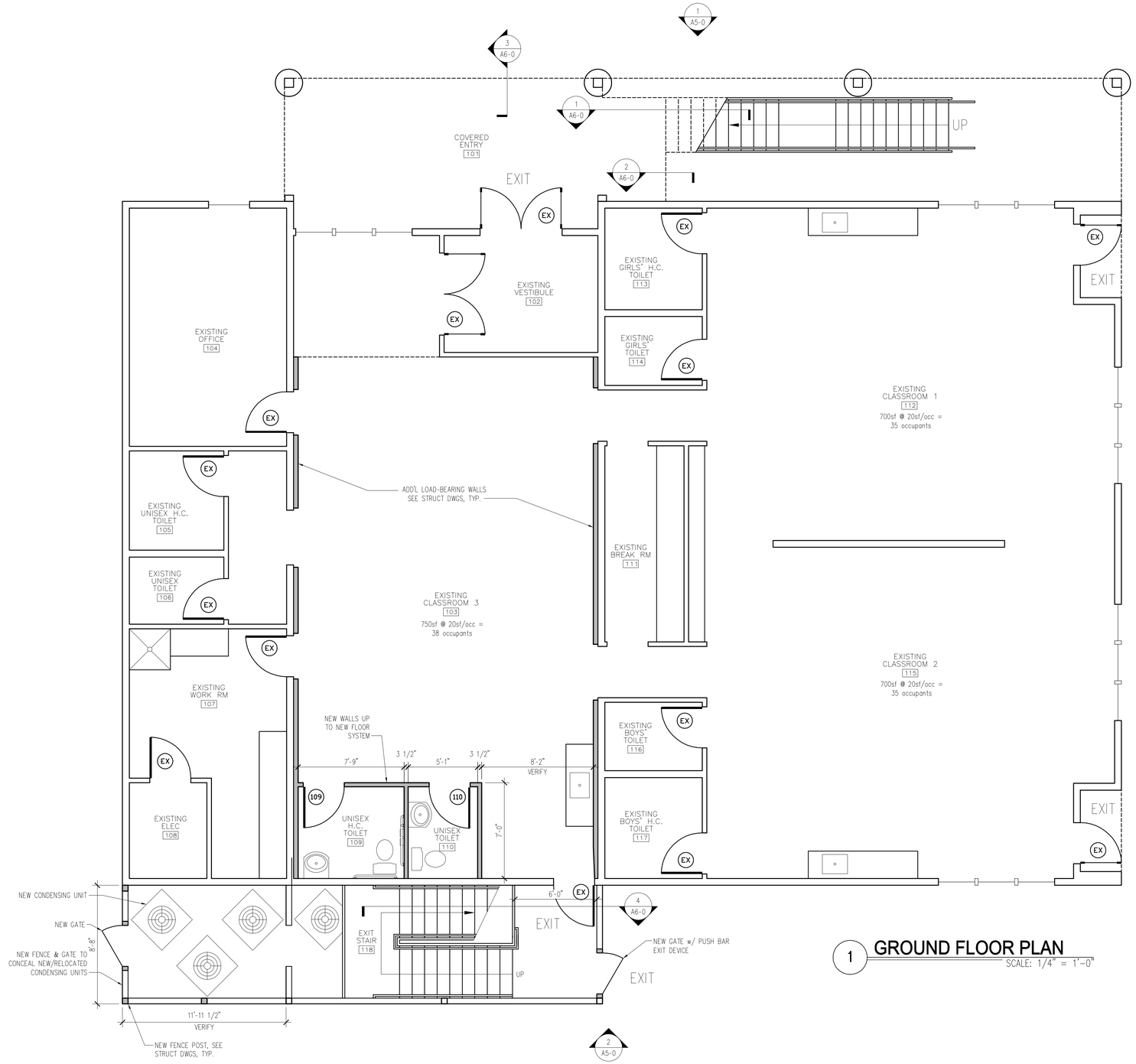
4. We are not adding on to our building with an additional foot print. We are just opening up the upstairs and completing it to be used for additional classrooms. Our original permit number from 2015 showed the future classrooms that would be finished out when Upstate Montessori Academy needed the room to grow and add more classrooms. This would not be creating a nuisance to surrounding properties.

Current GIS of Upstate Montessori Academy at 109 North Leach Street

Photo of Upstate Montessori Academy right before completion in May 2016. Additional space for classrooms is already there. Please see read box for space to add 2nd story classrooms.



Interior photo of upstairs classrooms (from red box in above photo) that need to be completed. This is how they were left after we completed the building phase 1 in June 2016. This was how our permit number 15-1203 required the 2nd story of the building to be completed until we went in and did phase two which will require adding stairwells for access to the 2nd story classrooms and finishing them to be operable.



1 GROUND FLOOR PLAN
SCALE: 1/4" = 1'-0"

MOUNTAIN ARCHITECTURE PLLC
CONTACT: Ryan McKibben, AIA
PHONE: 864-617-3523
EMAIL: ryan@mtnarchitecture.com

Upstairs Upfit for: Upstate Montessori Academy

109 N Leach St
Greenville, SC 29601

REVISIONS:

NO.	DATE	DESC.
1		

PROJECT NO.: M2112
ORIG DWG DATE: DEC 13, 2021
DRAWN BY: RRM
CHECKED BY: RRM

PHASE: CONSTRUCTION DOCS

SHEET DESC.: GROUND FLOOR PLAN

SHEET NO.: A2-0

PRELIMINARY - NOT FOR CONSTRUCTION

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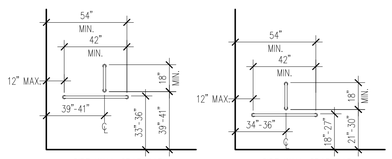
RESTROOM FIXTURE SCHEDULE

(X) -FIXTURE TAG

LTR	DESCRIPTION
A	WATER CLOSET, SEE NOTES BELOW.
B	PORCELAIN WALL-MTD ADA COMPLIANT VANITY, TOP AT 30" AFF MAX (CHILDREN) OR 34" AFF MAX (ADULT) w/ ADA COMPL PADDLE FAUCET HANDLES
C	AMERICAN SPECIALTIES CONCEALED MOUNTING 3200 SERIES SIDE WALL 42"L S.S. GRAB BAR PER DIAGRAMS BELOW & BACK WALL 36"L S.S. GRAB BAR AT SAME HT, 12" MAX. FROM CORNER
D	BOBRICK B-686 TOILET TISSUE DISPENSER (SEE NOTE 3)
E	AMERICAN SPECIALTIES CONCEALED MOUNTING 3200 SERIES 18"L S.S. VERT GRAB BAR (SEE DIAGRAMS BELOW)
F	BOBRICK B-270 S.S. FEM. NAPKIN DISPOSAL UNIT (SEE NOTE 3)
G	BOBRICK B-290 1836 WELDED S.S. FRAME MIRROR
H	BOBRICK B-72974 AUTO SURFACE-MTD ROLL TOWEL DISPENSER (MOUNT SENSOR @ 46" AFF), 6-VOLT DC POWER SUPPLY PREFERRED.
J	H.C. RESTROOM SIGN w/ BRAILLE LETTERING @ 48" AFF
K	GOJO LTX-12 TOUCH-FREE AUTO SURFACE-MTD SOAP DISPENSER (MOUNT SENSOR @ 46" AFF).
L	WATER HEATER, SEE PLUMBING DWGS

RESTROOM FIXTURE NOTES:

1. SUFFICIENT BLOCKING SHALL BE INSTALLED IN WALLS AS NECESSARY FOR MOUNTING GRAB BARS & OTHER BATHROOM FIXTURES.
2. INCLUDE HEAVY DUTY OPEN-FRONT TOILET SEAT. MTG HEIGHT SHALL PUT TOP OF TOILET SEAT BETWEEN 17-19" AFF FOR ADULT TOILET, AND TOP OF TOILET SEAT BETWEEN 11-17" AFF FOR CHILD TOILET.
3. PROVIDE MINIMUM 1-1/2" CLEARANCE BETWEEN BOTTOM OF GRAB BAR & TOP OF PROTRUDING DISPENSER.

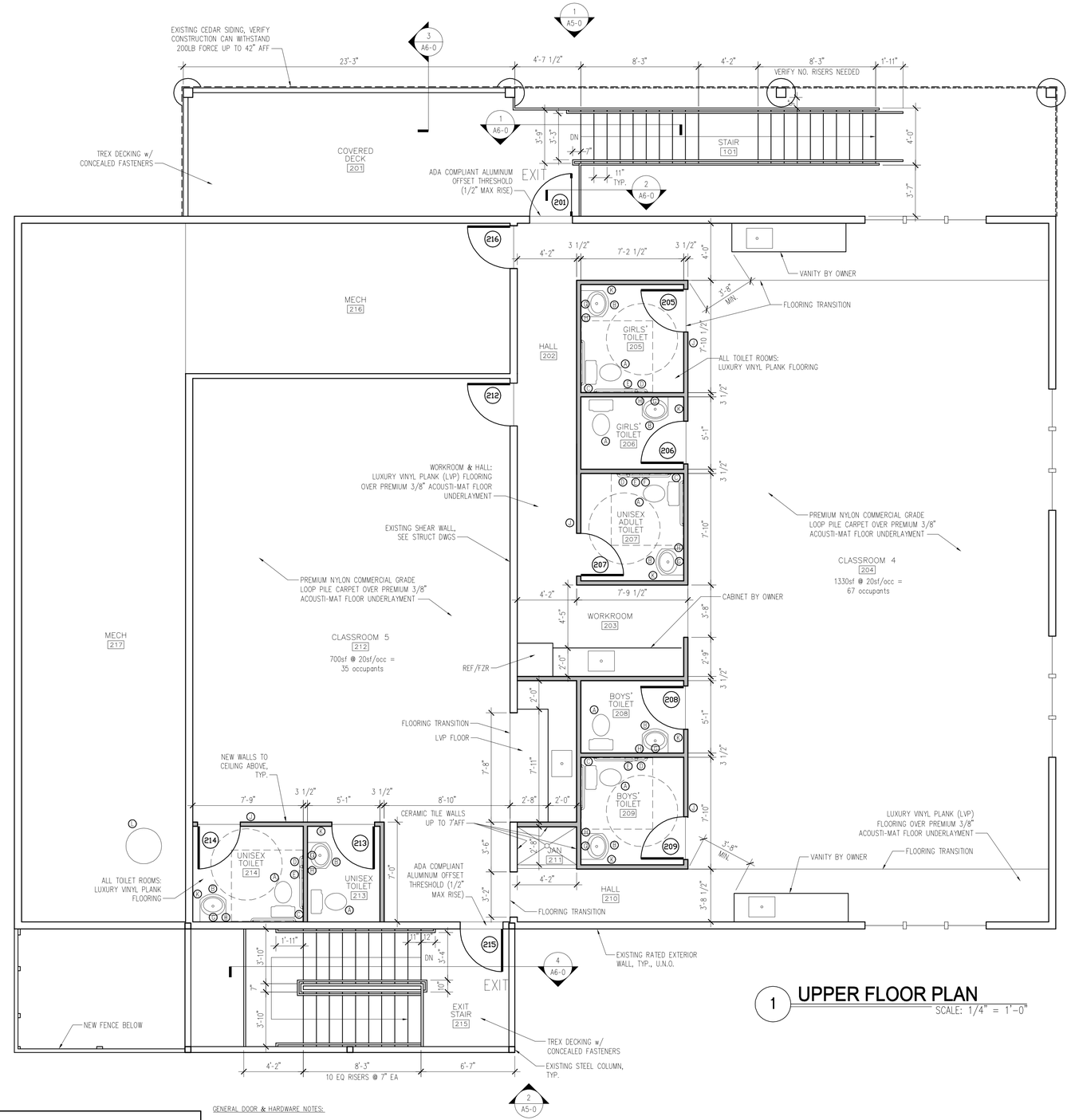


SIDE-WALL GRAB BAR REQUIREMENTS FOR ADULT WATER CLOSET

SIDE-WALL GRAB BAR REQUIREMENTS FOR CHILD WATER CLOSET

GENERAL NOTES:

1. THESE DRAWINGS PROVIDE MINIMUM INFORMATION AND RELY ON INDUSTRY STANDARD PRACTICES TO GOVERN CONSTRUCTION ACTIVITIES. CONTRACTOR IS RESPONSIBLE TO SUPERVISE CONSTRUCTION ACTIVITIES TO GUARANTEE BEST PRACTICES ARE EMPLOYED.
2. CONTRACTOR SHALL BECOME FAMILIAR WITH EXISTING SITE CONDITIONS AND SHALL COORDINATE ALL WORK REPRESENTED BY THE DRAWINGS.
3. CONTRACTOR SHALL TAKE NECESSARY MEASURES TO COORDINATE NEW WORK WITH EXISTING UNDERGROUND AND/OR EMBEDDED MATERIALS, AND OTHER SYSTEMS AND MATERIALS NOT SHOWN IN THESE DRAWINGS.
4. IN ORDER TO PRESERVE INTEGRITY OF EXISTING 2 HR EXTERIOR WALLS, ALL BUILDING MATERIALS AT EXTERIOR WALLS SHALL BE NON-COMBUSTIBLE, AND WOOD FRAMING/BLOCKING SHALL BE FIRE-RETARDANT TREATED WOOD, TESTED & LABELED IN ACCORDANCE WITH ASTM E84 OR UL 723 WITH A LISTED FLAME SPREAD INDEX OF 25 OR LESS. SEE IBC SECTION 2303.2 FOR ADD'L REQUIREMENTS.
5. ALL MATERIALS, WORKMANSHIP, AND DESIGN SHALL CONFORM TO THE 2018 INTERNATIONAL BUILDING CODE, 2018 INTERNATIONAL MECHANICAL CODE, 2018 INTERNATIONAL PLUMBING CODE, AND LATEST EDITION OF THE NATIONAL ELECTRICAL CODE. AT ARCHITECT'S DISCRETION, WORK NOT CONFORMING TO THE IBC MAY BE REJECTED.
6. CONTRACTOR SHALL COMPLY WITH ALL APPLICABLE CODES AND ORDINANCES.
7. THE ARCHITECT SHALL NOT BE RESPONSIBLE FOR THE MEANS, METHODS TECHNIQUES, SEQUENCES OR PROCEDURES OF CONSTRUCTION SELECTED BY THE CONTRACTOR OR THE SAFETY PRECAUTIONS AND PROGRAMS INCIDENTAL TO THE WORK OF THE CONTRACTOR. THE ARCHITECT SHALL NOT BE RESPONSIBLE FOR THE FAILURE OF THE CONTRACTOR TO PERFORM THE CONSTRUCTION WORK IN ACCORDANCE WITH THE DRAWINGS. THE COSTS OF ANY TESTS OR WORK REQUIRED BECAUSE OF THE CONTRACTOR'S FAILURE TO PERFORM IN ACCORDANCE WITH THE DRAWINGS SHALL BE BORNE BY THE CONTRACTOR.
8. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO COORDINATE ALL DIMENSIONS WITH EACH FABRICATOR AND TO NOTIFY THE ARCHITECT OF ANY DISCREPANCIES PRIOR TO CONSTRUCTION/FABRICATION.
9. CONTRACTOR SHALL COORDINATE ALL ROOF, SLAB AND WALL OPENINGS AND ROUGH-INS.
10. DO NOT SCALE DRAWINGS.
11. DIMENSIONS ARE SHOWN FROM FACE OF FRAMING, U.N.O.
12. INSTALL 5/8" MOISTURE RESISTANT GYPSUM BOARD IN WET LOCATIONS. INSTALL 5/8" TYPE "X" EVERYWHERE ELSE.
13. WALLS BORDERING CONFERENCE ROOMS, RESTROOMS, AND OFFICES SHALL HAVE CAVITIES FILLED WITH MINERAL WOOL SOUND BATT INSULATION.



1 UPPER FLOOR PLAN
SCALE: 1/4" = 1'-0"

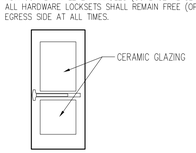
DOOR SCHEDULE

(###) -DOOR TAG

DOOR NO.	ROOM NAME & NO.	DOOR ELEV.	DOOR MAT'L	DOOR FINISH	DOOR SIZE	DOOR UL	DOOR GLAZ	FRAME	HARDWARE SET TYPE	NOTES
201	COVERED DECK 201	A	INSUL. H.M.	PREFIN	3'-0" x 6'-8" x 1 3/4" THK	90 MIN.	HALF	H.M.	ENTRY/PANIC EGRESS	LCN CLOSER & VON-DUPRIN PANIC BAR EXIT DEVICE
205	GIRLS TOILET RM 205	-	WD	STAIN	3'-0" x 6'-8" x 1 3/4" THK	--	--	H.M.	PRIVACY	ADA-COMPLIANT THUMB TURN LOCK w/ RED/GREEN OCCUPANCY INDICATOR
206	GIRLS TOILET RM 206	-	WD	STAIN	3'-0" x 6'-8" x 1 3/4" THK	--	--	H.M.	PRIVACY	ADA-COMPLIANT THUMB TURN LOCK w/ RED/GREEN OCCUPANCY INDICATOR
207	UNISEX ADULT TOILET 207	-	WD	STAIN	3'-0" x 6'-8" x 1 3/4" THK	--	--	H.M.	PRIVACY	ADA-COMPLIANT THUMB TURN LOCK w/ RED/GREEN OCCUPANCY INDICATOR
208	BOYS TOILET RM 208	-	WD	STAIN	3'-0" x 6'-8" x 1 3/4" THK	--	--	H.M.	PRIVACY	ADA-COMPLIANT THUMB TURN LOCK w/ RED/GREEN OCCUPANCY INDICATOR
209	BOYS TOILET RM 209	-	WD	STAIN	3'-0" x 6'-8" x 1 3/4" THK	--	--	H.M.	PRIVACY	ADA-COMPLIANT THUMB TURN LOCK w/ RED/GREEN OCCUPANCY INDICATOR
212	CLASSROOM 212	-	WD	STAIN	3'-0" x 6'-8" x 1 3/4" THK	--	--	H.M.	CLASSROOM	--
213	UNISEX TOILET RM 213	-	WD	STAIN	3'-0" x 6'-8" x 1 3/4" THK	--	--	H.M.	PRIVACY	ADA-COMPLIANT THUMB TURN LOCK w/ RED/GREEN OCCUPANCY INDICATOR
214	UNISEX TOILET RM 214	-	WD	STAIN	3'-0" x 6'-8" x 1 3/4" THK	--	--	H.M.	PRIVACY	ADA-COMPLIANT THUMB TURN LOCK w/ RED/GREEN OCCUPANCY INDICATOR
215	EXIT STAIR 215	A	INSUL. H.M.	PREFIN	3'-0" x 6'-8" x 1 3/4" THK	90 MIN.	HALF	H.M.	ENTRY/PANIC EGRESS	LCN CLOSER & VON-DUPRIN PANIC BAR EXIT DEVICE
216	MECHANICAL 216	-	WD	STAIN	3'-0" x 6'-8" x 1 3/4" THK	--	--	H.M.	STOREROOM	--
109	UNISEX H.C. TOILET RM 109	-	WD	STAIN	3'-0" x 6'-8" x 1 3/4" THK	--	--	H.M.	PRIVACY	ADA-COMPLIANT THUMB TURN LOCK w/ RED/GREEN OCCUPANCY INDICATOR
110	UNISEX TOILET RM 110	-	WD	STAIN	3'-0" x 6'-8" x 1 3/4" THK	--	--	H.M.	PRIVACY	ADA-COMPLIANT THUMB TURN LOCK w/ RED/GREEN OCCUPANCY INDICATOR

GENERAL DOOR & HARDWARE NOTES:

1. ALL WOOD (PREFIN BIRCH) DOORS ARE SOLID CORE, U.N.O.
2. ALL INTERIOR SWINGING DOORS SHALL HAVE HOLLOW METAL FRAMES, HEAVY DUTY NICKEL-PLATED HINGES, SILENCERS, WALL STOPS AND ADA COMPLIANT LEVER HANDLES (SCHLAGE AL SERIES LOCKSET)
3. ALL HARDWARE LOCKSETS SHALL REMAIN FREE (OPERABLE) FROM EGRESS SIDE AT ALL TIMES.



ELEV "A"

MOUNTAIN ARCHITECTURE PLLC
CONTACT: Ryan McKibben, AIA
PHONE: 864-617-3523
EMAIL: ryan@mtnarchitecture.com

Upstairs Upfit for: Upstate Montessori Academy

109 N Leach St
Greenville, SC 29601

REVISIONS:

NO.	DATE	DESC.
1		

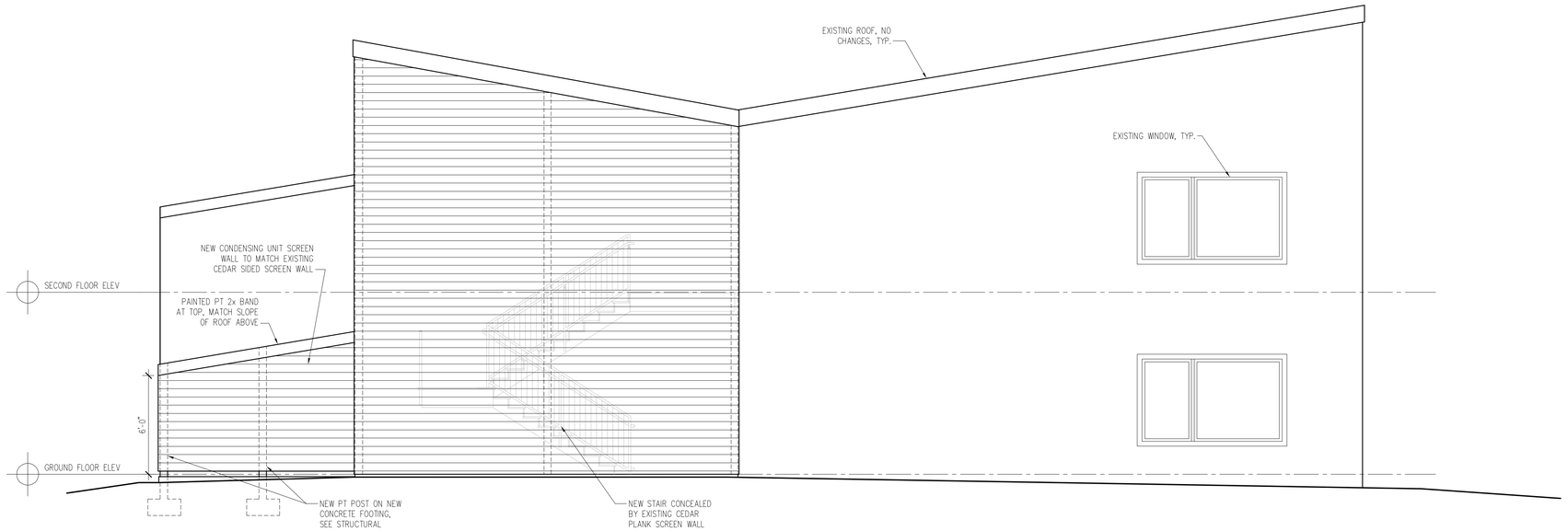
PROJECT NO.: M2112
ORIG DWG DATE: DEC 13, 2021
DRAWN BY: RRM
CHECKED BY: RRM

PHASE:
CONSTRUCTION DOCS

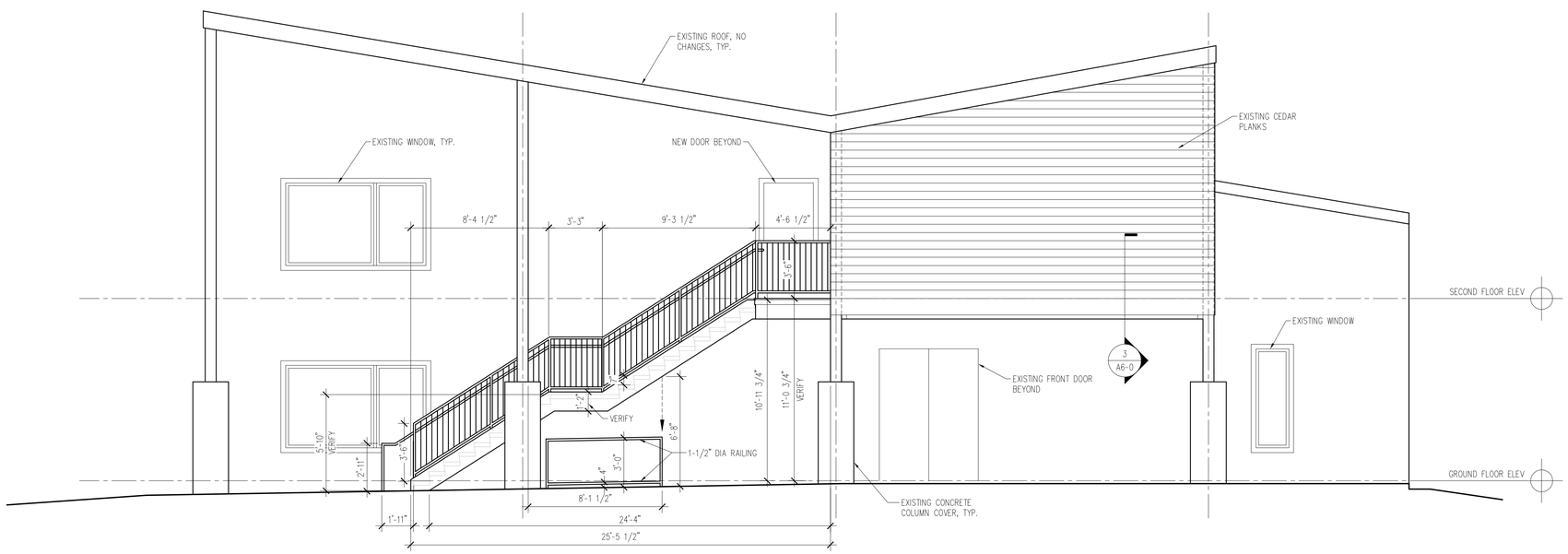
SHEET DESC.:
UPPER FLOOR PLAN, DOOR SCHEDULE, RESTROOM FIXTURE SCHEDULE

SHEET NO.:
A2-1

PRELIMINARY - NOT FOR CONSTRUCTION



2 ACADEMY ELEVATION
SCALE: 1/4" = 1'-0"



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

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1		

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ORIG DWG DATE: DEC 13, 2021
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PHASE:
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SHEET DESC.:
EXTERIOR ELEVATIONS

SHEET NO.:
A5-0

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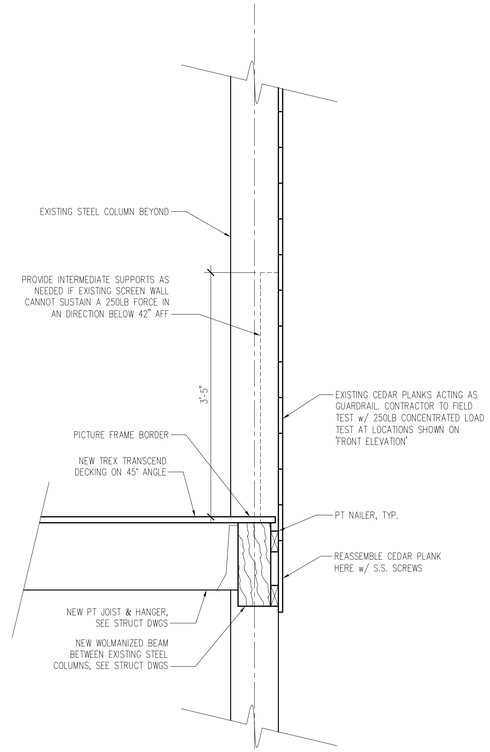
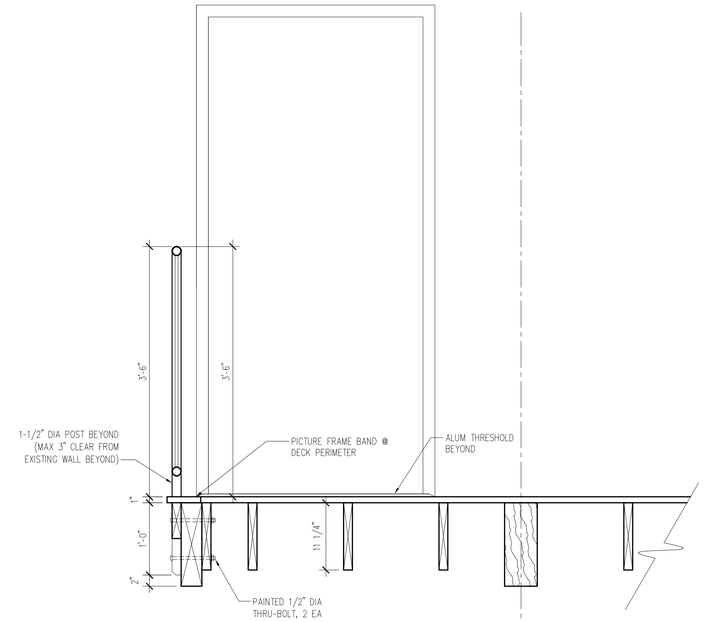
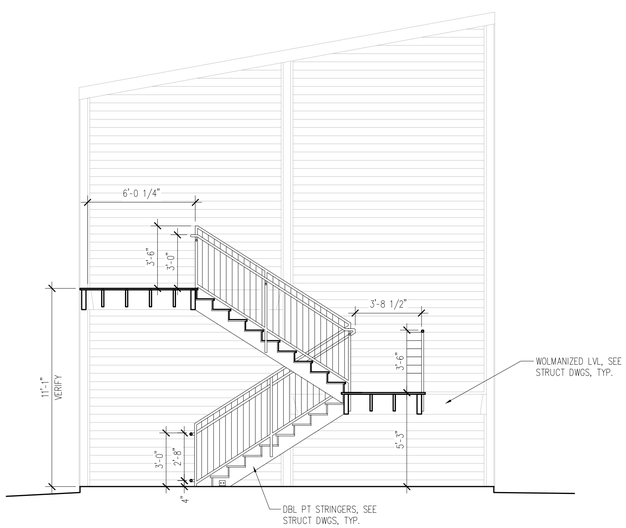


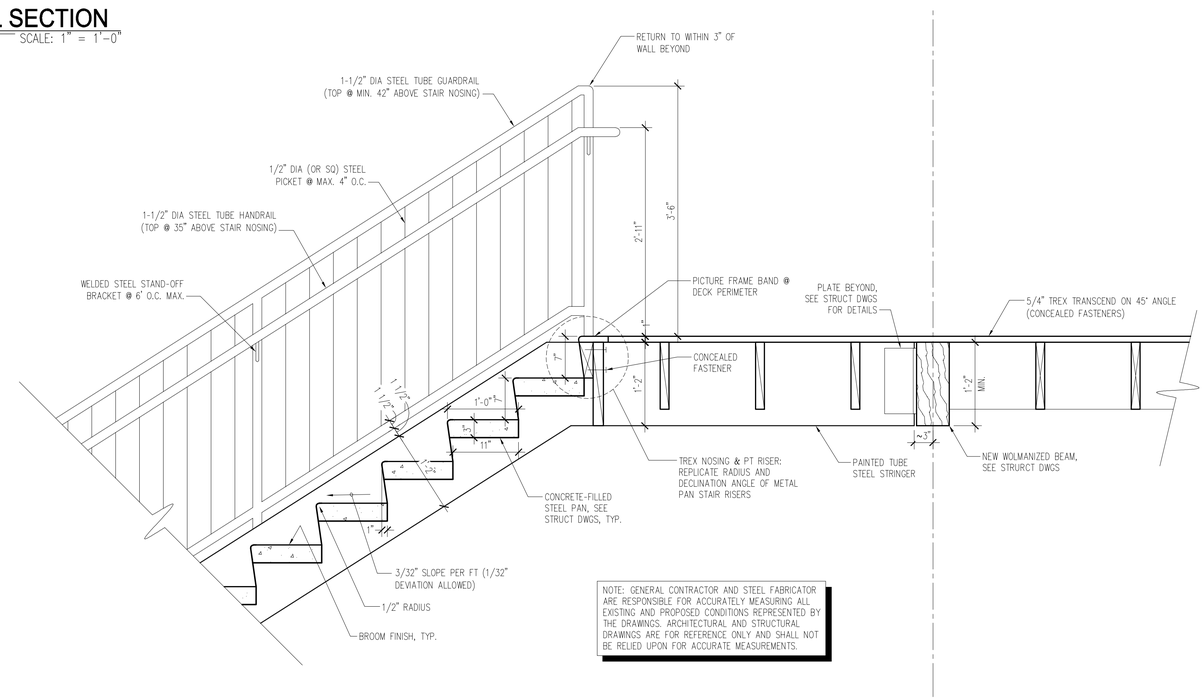
3 SCREEN WALL SECTION
SCALE: 1" = 1'-0"



2 RAILING SECTION
SCALE: 1" = 1'-0"



4 REAR STAIR SECTION
SCALE: 1/4" = 1'-0"



NOTE: GENERAL CONTRACTOR AND STEEL FABRICATOR ARE RESPONSIBLE FOR ACCURATELY MEASURING ALL EXISTING AND PROPOSED CONDITIONS REPRESENTED BY THE DRAWINGS. ARCHITECTURAL AND STRUCTURAL DRAWINGS ARE FOR REFERENCE ONLY AND SHALL NOT BE RELIED UPON FOR ACCURATE MEASUREMENTS.

1 FRONT STAIR SECTION
SCALE: 1" = 1'-0"

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SHEET DESC.:
SECTIONS

SHEET NO.:
A6-0

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