



CITY OF SUMTER DESIGN REVIEW BOARD

Minutes of the Meeting

October 27, 2022

ATTENDANCE	<p>A meeting of the City of Sumter Design Review Board was held on Thursday, October 27, 2022, in the City Council Chambers located on the Fourth Floor of the Sumter Opera House. Five board members –Ms. Julie Herlong, Ms. Hyacinth Kinley, Ms. Heidi Burkett, Mr. Randy Abbott, and Ms. Jean Whitaker were present. Mr. Jerome Robinson and Ms. Lucy Wilson were absent. Staff members present were Mr. Jeff Derwort, Mr. Kyle Kelly, Ms. Kellie Chapman, and Ms. Marsha Grinnell.</p> <p>The meeting was called to order at 3:04 p.m. by Ms. Julie Herlong.</p>
MINUTES	<p>Ms. Heidi Burkett made a motion to approve the minutes of the August 25, 2022, meeting as written. The motion was seconded by Ms. Jean Whitaker and carried by a unanimous vote.</p>
NEW BUSINESS	<p><u>HP-22-13, 210 Church St. (City)</u> was presented by Mr. Kyle Kelly. The Committee reviewed this request for Design Review approval to construct a new 2nd floor access staircase at the rear of the residence.</p> <p>Mr. Kelly stated that Stop-Work orders were issued by both the Sumter City-County Building Official and Sumter City-County Zoning Enforcement Officer on July 11, 2022, terminating construction, as the property owner had not obtained proper Historic Design Review approvals or building permits to conduct work.</p> <p>Mr. Kelly briefed that the property is a 2-story frame house. The house was constructed around 1906 and is 4,863 sq. ft. in size. The residence is a 2-story frame house with shiplap siding, a hip roof with cross gable to the front, decorative brackets beneath the eaves, and a 2- story wing at the left with a pair of 6/6 windows on the 1st floor.</p> <p>Mr. Kelly noted that based on building age and architectural design and features, 210 Church St. is a contributing structure to the National Register District-eligible Hampton Park Historic District and contributes to the City-designated Hampton Park Historic Overlay District.</p>

	<p>After some discussion, Ms. Heidi Burkett made a motion to defer action until the next Design Review Board meeting on Thursday, November 17, 2022 in order to obtain additional design details from the applicant. The motion was seconded by Mr. Randy Abbott and carried by a unanimous vote.</p> <p><u>HP-22-14, 4-6 Church St. (City)</u> was presented by Mr. Kyle Kelly. The Committee reviewed this request for Design Review approval to install 6 ft. tall wood privacy fencing on the property, following issuance of a stop work order by both the Planning and Building Departments on August 16, 2022.</p> <p>Mr. Kelly stated that the applicant previously received Design Review Approval for removal and reconstruction of the front porch in May of 2022.</p> <p>Mr. Kelly stated that based on the Sumter County Assessor’s Records, 4-6 Church St. was constructed in the 1930’s. The existing 3,641 sq. ft. structure is currently divided into two (2) units, which are at least as apartments. The residence contains some elements of Colonial Revival style and is characterized by a rectangular brick design with gabled roof, screened front porch, and two chimneys.</p> <p>Mr. Kelly mentioned the property is a contributing structure to the fabric of the Hampton Park Historic District based both on its age and architectural details.</p> <p>After some discussion, Mr. Randy Abbott made a motion to approve the request to install 6 ft. tall wood privacy fencing on the property, in accordance with the materials, photographs, and construction details submitted and referenced in the Staff Report based on compliance with the Design Review Guidelines. The motion was seconded by Ms. Jean Whitaker and carried by a unanimous vote.</p>
OLD BUSINESS	NONE
CERTIFICATES OF APPROPRIATENESS	<p>HP-22-15 – 14 Church St.: Mr. Kelly briefed the Board that staff had received and approved a request for a change of paint color for the property at 14 Church St. The paint color is consistent with the City of Sumter’s Historic Preservation Color Palette.</p> <p>HP-22-16 – 10 S. Main St.: Mr. Kelly briefed the Board that staf had received and approved a request for new business signage at 10 S. Main St. The signage is consistent with the requirements</p>

	outlined in the delegated authority for signage approval in the Downtown Design District.
STAFF REPORT	<p>Following up on a request made by the Chair at a prior meeting, Mr. Kelly provided the board with a short overview of the process for amending the City of Sumter Zoning & Development Standards Ordinance and Design Guidelines.</p> <p>The Board determined that at the next Board meeting, Staff would provide an analysis of the existing Design Review Board procedures contained in the Ordinance and research on elements related to solar panel installations, and public art, and ancillary structures (e.g. mailboxes) for the Board to determine next steps in recommending possible revisions to either or both documents.</p>
ADJOURNMENT	With no further business, Ms. Heidi Burkett made a motion to adjourn the meeting at 3:54 p.m. The motion was seconded by Ms. Jean Whitaker and carried by a unanimous vote.
	<p>Respectfully submitted,</p> <p><i>Kellie K. Chapman</i></p> <p>Kellie K. Chapman, Board Secretary</p>