



# PENDLETON

S O U T H C A R O L I N A

History, Hospitality & Happenings!

Town of Pendleton.  
Design Review Board  
Called Meeting, June 13, 2024  
Pendleton Town Hall, 6 pm

## AGENDA:

1. **Call to Order**
2. **Approval of prior meeting minutes:** From the meeting of April 04, 2024
3. **Public Hearing:** Hold a Public Hearing on the request for a Façade Change to 436 West Queen Street.
4. **Public Comments:**
5. **Action Item:**
  - a. The consideration of an application seeking approval for design and façade changes to 436 West Queen Street inside the West Queen Street Overlay District.
6. **Adjournment:**



# PENDLETON

## SOUTH CAROLINA

History, Hospitality & Happenings!

Town of Pendleton  
Design Review Board  
Regular Meeting, April 4, 2024  
Pendleton Town Hall, 6 pm

### MINUTES:

Ms. Cary Fleming introduced herself as the new member of the Design Review Board  
Ms. Sarah Stokowski introduced herself as a new member of the Design Review Board  
Ms. Christine Murray introduced herself as a new member of the Design Review Board

#### 1. Election of Chair and Co-Chair for 2024:

Chairwoman Ms. Smith asked for nominations for Chairperson for the Design Review Board for 2024. Ms. Fleming nominated Ms. Ann Smith to be the Chairperson for 2024. Ms. Stokowski seconded this motion, with all members voting in favor of.

Chairwoman Ms. Smith asked for nominations for Vice-Chairperson for the Design Review Board for 2024. Ms. Murray nominated Ms. Mattie Jain for Vice-Chairperson. Ms. Fleming seconded the motion, with all members voting in favor of.

Ms. Ann Smith will serve as Chairwoman of the Design Review Board, and Ms. Mattie Jain will serve as Vice-Chairwoman for 2024.

#### 2. Call to Order

Chairwoman Ms. Smith called the meeting to order at 6:08 pm.

#### 3. Approval of prior meeting minutes: From the meeting of February 23, 2023

Chairwoman Ms. Smith asked if there were any questions or discussion about the meeting minutes as submitted. Ms. Murray made a motion to accept the minutes as submitted, which Ms. Jain seconded. All members voted in favor of at 6:11 pm.

#### 4. Public Comments:

There were no public comments made

**5. Action Item:**

- a. None to Consider

**6. Adjournment:**

With no further items to be discussed, Ms. Murray motioned to adjourn at 6:21 pm. Ms. Fleming seconded the motion, with all members voting in favor of.

Chairwoman: \_\_\_\_\_ Date: \_\_\_\_\_



**Staff Report to the Town of Pendleton Design Review Board for a request for approval of Design and Façade Changes to 436 West Queen Street inside the West Queen Street Corridor.**

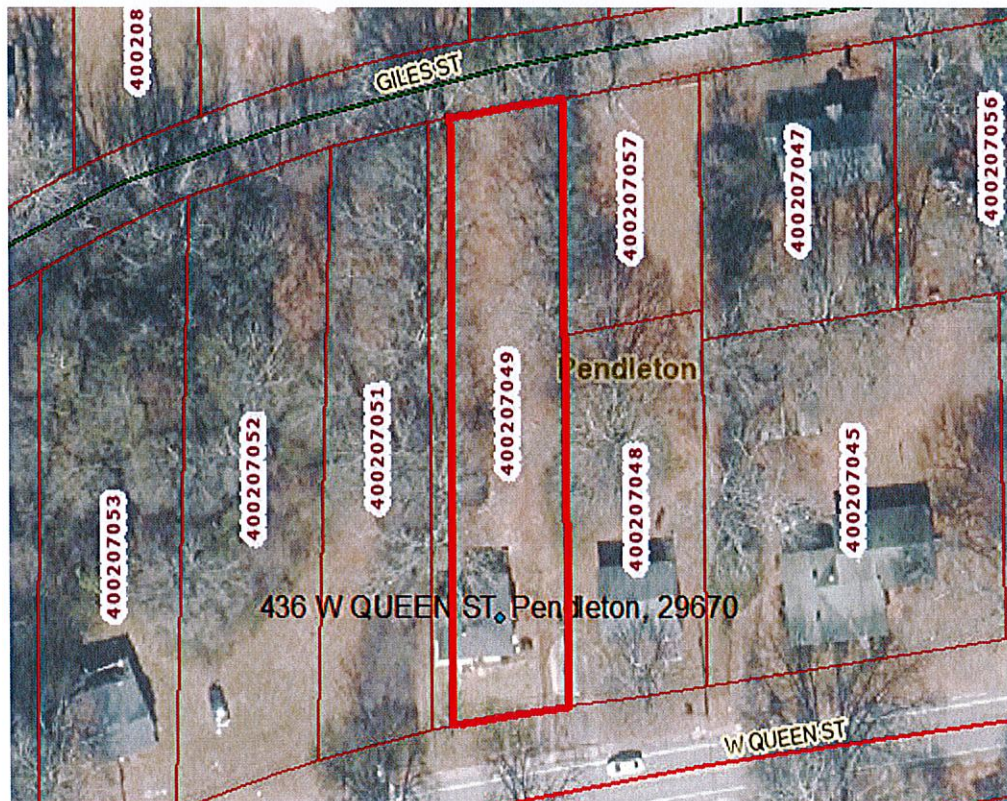
**Date of Report:** June 06, 2024

**Report By:** David Poulson, Town Planner

**Applicant:** Terence Hassan

**Request:** The applicant is requesting approval to change the front façade and color for 436 West Queen Street. This address is inside the West Queen Street Corridor and requires DRB approval.

**Property Location:** 436 West Queen Street, Pendleton SC



**Existing Zoning:** R2



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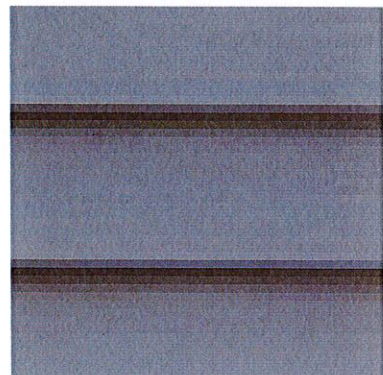
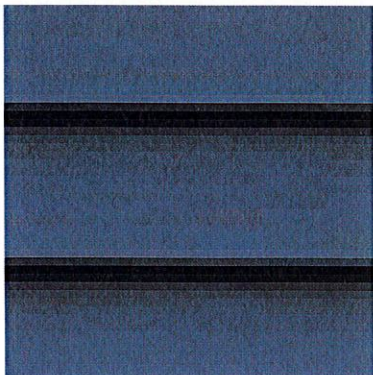
**Purpose of Request:** The current Overlay District Design Guidelines for the Town of Pendleton require all full façade changes inside an Overlay District be approved by the Design Review Board.

**Future Land Use Map:** Low-Density Residential

**Existing Conditions:** This parcel is zoned (R2) Low-Density Residential.



**Reason for Request:** The applicant, Mr. Hassan is remodeling the home at this address and wishes to replace the front façade with new Vinyl Siding. The home's current color is off-white, but he is asking to change to a Blue Double 5" Woodgrain Vinyl Siding. He is also changing the trim color from white to a semi-grayish color. See samples below





## **SECTION 10-3 DUTIES AND POWERS**

**A. Exterior Alteration of Structures and Sites.** All exterior alterations to structures and sites that the Zoning Administrator or designee finds not to be in clear compliance with overlay district regulations may be reviewed by the Design Review Board. **Full façade renovations shall be reviewed by the Design Review Board.**

**B. Demolition and Relocation of Structures.** Structures proposed to be moved from, or demolished within, an overlay district shall be reviewed by the Design Review Board. Alternatives to demolition or relocation shall be provided and discussed by the Design Review Board if the structure is considered to be of historic or cultural distinction. Criteria to support demolition or relocation of a structure from the overlay district shall include the following:

1. The structure cannot be economically rehabilitated on the site to provide a reasonable income or residential environment compared to other structures in the general area.
2. There is a demonstrated public need for the new use on that specific site, which outweighs any public benefit which might be gained by preserving the subject building on the site.
3. The proposed development, if any, is compatible with the surrounding area, considering such factors as location, bulk, landscaping, and exterior design.

**C. New Construction, Building Additions, and New Parking Areas.** All new construction, building additions, and new parking areas shall be reviewed by the Design Review Board for compliance with the overlay district guidelines.

**D. Interior Renovations.** All interior renovations shall be exempt from review by the Design Review Board, although building permits may be required for such work.

**E. Variance Requests.** All requests for variances from the overlay district guidelines shall be reviewed by the Design Review Board based upon the specific criteria listed in **Section 10-5, Variances and Appeals**. Variances from any other section of the Zoning Ordinance shall be reviewed by the Board of Zoning Appeals.

## **SECTION 10-4 PROCEDURES**

### **1. Hearings.**

The Design Review Board shall have a public hearing anytime a variance from the overlay district guidelines is requested. The hearing shall allow the applicant or representative of the applicant, along with any persons in support or opposition of the variance, to be heard in a significant manner

### **2. Notice of Hearings**

Notice of Hearings. Notice of hearings shall be given by paid advertisement one time in a newspaper of local distribution, stating the time and place of such public meeting, which time shall not be earlier than thirty (30) days from the date of the meeting, and not later than fifteen (15) days from the date of meeting, stating the time and place of such public meeting. Notice of hearings shall also be given via a sign announcing the public hearing, which shall be placed on



the street frontage of the lot on which the modifications are proposed. More than one (1) sign may be required due to the size of the site.

**C. Procedure for Decisions:**

1. The Design Review Board shall decide to approve the request, deny the request, or table the request no more than forty-five (45) days after receiving all required application materials. Conditions of approval may be attached to any approval.

2. If the case is approved, a Certificate of Appropriateness shall be issued to the applicant by the Zoning Administrator or designee.

3. If a case is denied, the Design Review Board shall state the reasons in the minutes and in a letter to the applicant. The letter may include advice and illustrative drawings in regard to appropriateness of design, arrangement, texture, material, color, and the like, of the property involved. An applicant may re-apply for approval at any time; there is no waiting period following denial by the Board.

4. The Design Review Board may table a request only if there is insufficient data (data not presented that is in excess of the required materials listed in [Section 10-4\(A\)](#)) to make an appropriate decision. The Board must state specifically what data is needed and shall approve or deny the development request at the next schedule meeting after the additional materials are submitted.

**Staff Recommendation:**

Staff recommends **APPROVING** the request allowing a change to the color of the front façade of this home located at 436 West Queen Street.

**ATTACHMENTS:**

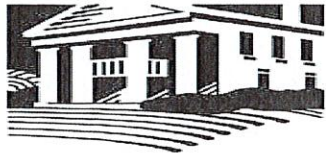
Attachment A: Application for Review

Attachment B: Map of the Area

Attachment C: Pictures of the current facade







# PENDLETON

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## Design Review Application

(Please read directions on back of form)

Date of submittal: 4/22/24

TMS #: 40 - 02 - 07 - 049 Zoning Classification: R2

Property Location (911 address): 436 W. Queen St., Pendleton, SC 29670

Name of property owner: TERENCE HASSAN

Phone Number: ( 864 ) 221 -- 0361 Email: terencehassan@gmail.com

Signature of property owner: Terence Hassan

Name of applicant (if other than owner): \_\_\_\_\_

Address: 207 Magnolia Terrace, Pendleton, SC 29670

Phone Number: ( 864 ) 221 -- 0361 Email: terencehassan@gmail.com

Signature of applicant: Terence Hassan

Name of Overlay District: Pendleton District Overlay

Permit Requested (circle one): Residential Commercial Industrial Institutional

### Materials to be Included With Application:

Incomplete applications will not be placed on the Design Review Board Agenda for appeal. Please check all supplemental items that have been included with this application:

\_\_\_\_\_ Completed Building Permit Request Form

N/A 604.1(a) Sketch plans for new construction, additions, relocated structures into the overlay district, and new parking areas

604.1(b) Architectural sketches (renderings/elevations)

604.1(c) Photographs

N/A 604.1(d) Sign Permit Application Form required for all new signage

604.1(e) Variance Application Form is required for all variance requests Change color from gray to blue

\_\_\_\_\_ Design Review Application Fee (amount specified on "Town of Pendleton Fee Schedule")

### \*\*\*OFFICE USE ONLY\*\*\*

Date of Completed Application: 4/22/2024

Date of Review: 5/15/2024 Hearing Required:  Yes  No

Decision by Design Review Board: \_\_\_\_\_

Approval Signature: \_\_\_\_\_ Date: \_\_\_\_\_



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## Sketch/Scale Plan Checklist

For All Uses

### General Information (List):

- N/A Scale based on engineer's scale
- N/A North arrow
- Plan date
- Owner name and address
- Site address (with lot number, if applicable)
- N/A Acreage or square footage of parcel
- TMS number
- Zoning classification of property
- Existing use (Example: "Existing Use = Town House")
- Proposed changes to or uses on property (Example: "Proposed Changes = Addition")
- Height and stories of structure
- N/A Footprint area for all structures on the lot (including all accessory buildings)
- N/A Parking calculations (Amount of spaces existing, proposed, total spaces and spaces required)
- N/A Vehicle Use Area (VUA), including all driving/parking surfaces
- N/A Landscape Area (at least 10% of VUA)
- N/A Legend (if symbols are used on sketch/scale plan)
- N/A Any additional information required per overlay district guidelines

### For residential construction:

- 1 Number of dwelling units per structure
- 1 Number of total dwelling units
- Density of development (units per acre, not including right-of-way area)
- 1 Number of bedrooms and bathrooms per unit (if addition, list OLD (NEW) numbers)

### For commercial construction:

- N/A Gross floor area of all structures, listed as "existing" and "new"

**See next page for Sketch/scale drawing and labeling requirements**  
For All Uses



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## History, Hospitality & Happenings!

### Sketch/Scale Plan Checklist (continued) For All Uses

**Sketch/Scale Plan (Draw and Label ALL Items and Label *Existing* or *Proposed* where applicable):**

- Property lines with dimensions
- Setback lines
- All structures (main and accessory structures) and uses
- Zoning classification of adjacent properties
- Landscape buffer areas, screens, and all other landscaping
- Trees, tree masses, shrubs
- Fences and walls with heights and materials
- Streets with names
- Right-of-ways
- Parking layout, with dimensions of:
  - Drive aisles
  - Parking spaces
  - Planting islands
  - Pedestrian paths
  - ADA parking space locations
- Vision clearance triangles at intersections (25' clearance as in Section 901.3)
- Distance from curb cuts (driveways) to road intersection (20' minimum)
- Points of ingress/egress, or driveways (minimum 9', maximum 20')
- Parking areas and surface materials (pavement, grass, etc.)
- Off-street loading (if applicable)
- Sidewalks (5' minimum width)
- 100 year flood plain
- Sewer & water lines labeled with diameters
- All easements
- Freestanding signs
- Mechanical equipment, service areas, and screens
- Any additional information required per overlay district guidelines



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### Architectural sketches (renderings/elevations)

A sketch of the exterior of new construction or additions from all sides of the structure shall include the items below as verified with Town Planning Staff.

- 1) Architectural features
- 2) Proposed materials
- 3) Proposed color samples
- 4) Walls
- 5) Terraces
- 6) Plantings
- 7) Window and door details
- 8) Ornamental light poles, and light coverings attached to structures
- 9) Attached signage
- 10) Any additional information required per overlay district guidelines

### Photographs

Photos shall include, but not be limited to:

- 1) All existing structures on the lot from all four sides of the property (if structures exist)
- 2) Structures proposed for demolition (if any)
- 3) Area of structure proposed for repairs, alterations, and additions (if any)
- 4) Perspective view of lot frontage
- 5) Adjoining and adjacent properties
- 6) Any additional photos required per overlay district guidelines

Materials List for 436 W. Queen Street

Submitted 4/23/2024

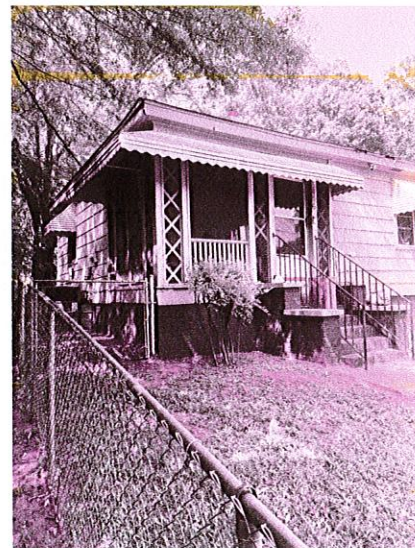
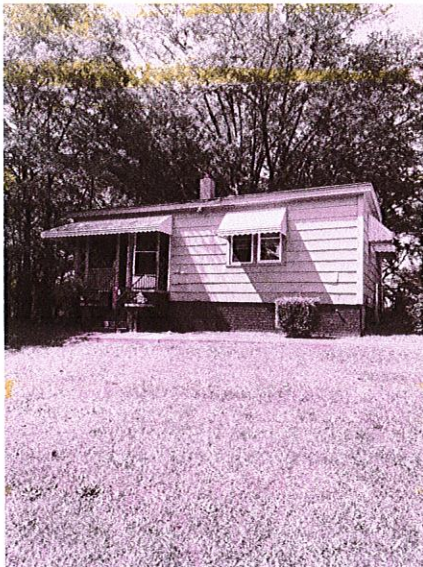
MATERIALS	DISCRIPTION	DESCRIPTION
Siding	7 squares	Pacific Blue
Board & Batten	2 squares	Sterling Gray
Soffit	3 squares	White Matte
Trim Coil Metal	Facia (8 windows)	White

Existing colors: Gray and White

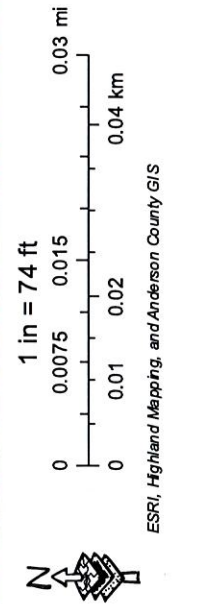
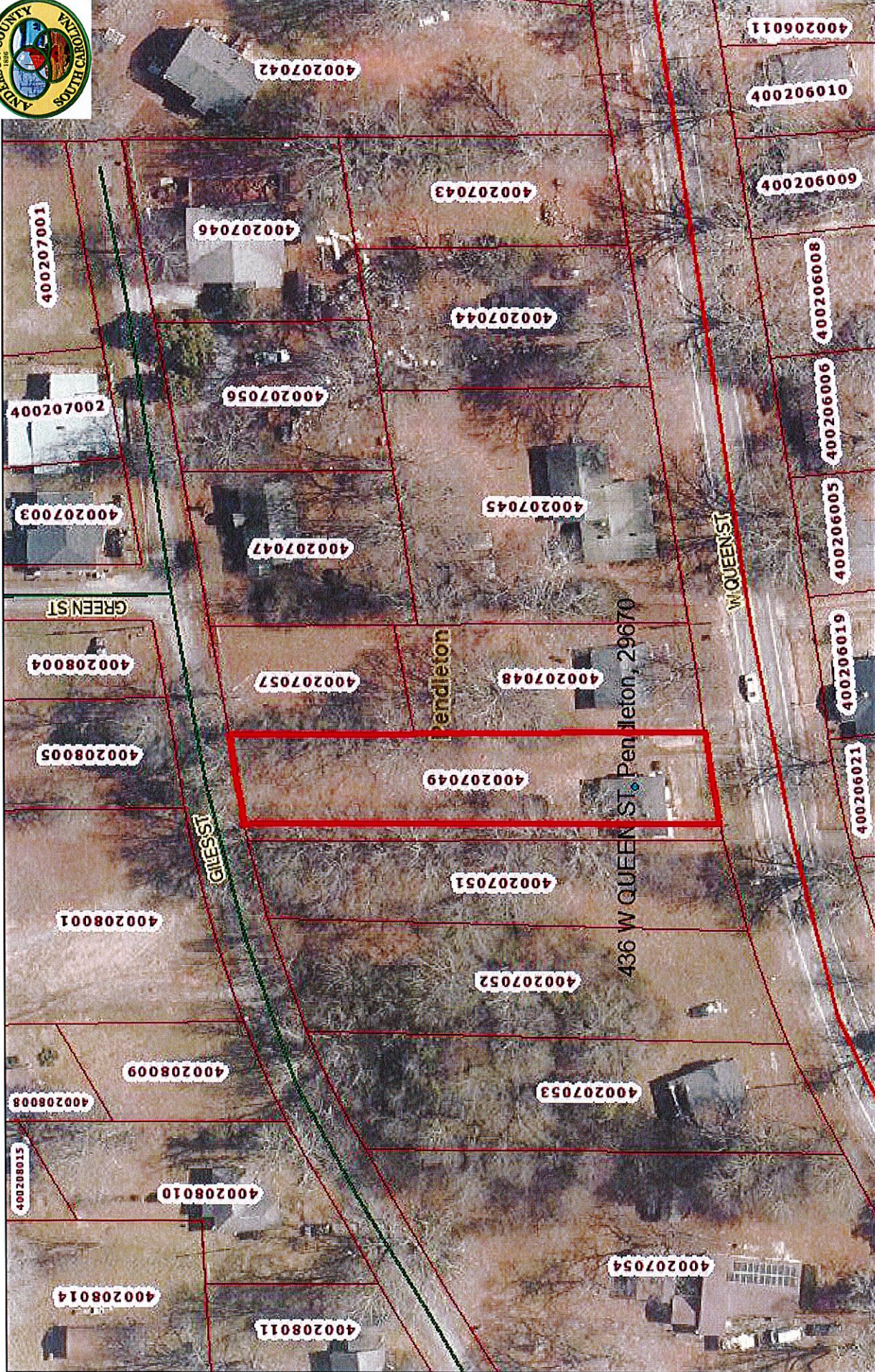
Proposed Colors: Gray, Blue and White

Applicant: Terence Hassan

**Pictures of house before siding is replaced:**



Anderson County



June 6, 2024 Disclaimer accepted.

TMS: 400207049  
 Owner: JACKSON MAMIE SHERARD ET AL  
 Owner Address: 207 MAGNOLIA TERRACE  
 City/State: PENNILETON SC  
 Zip Code: 29670  
 Deed Page: 2019  
 Deed Book: 44  
 Tax District: 2019  
 Sale Year: 2019  
 Current Plat: CP S 1904/2A  
 Description: LT 2 W QUEEN ST  
 Market Value: \$28,320  
 Sale Price: \$1

