



# CITY OF SUMTER DESIGN REVIEW BOARD

## Minutes of the Meeting

January 26, 2023

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| <b>ATTENDANCE</b>                | <p>A meeting of the City of Sumter Design Review Board was held on Thursday, January 26, 2023, in the City Council Chambers located on the Fourth Floor of the Sumter Opera House. Seven board members –Ms. Julie Herlong, Ms. Jean Whitaker, Ms. Heidi Burkett, Mr. Randy Abbott, a Ms. Hyacinth Kinley, Mr. Jerome Robinson and Ms. Lucy Wilson were present.</p> <p>Staff members present were Mr. Jeff Derwort, Mr. Kyle Kelly, Mr. Quint Klopfeisch and Ms. Kellie Chapman.</p> <p>The meeting was called to order at 3:00 p.m. by Ms. Julie Herlong.</p>  |
| <b>ELECTION OF 2023 OFFICERS</b> | <p>Ms. Burkett made a motion to defer Election of Officers to after New Business. The motion was seconded by Ms. Whitaker and carried a unanimous vote</p>  |
| <b>MINUTES</b>                   | <p>Mr. Randy Abbott made a motion to amend the minutes of the December 15, 2022, to reflect the condition of approval for case HP-22-18 (418 West Calhoun St.) The motion was seconded by Ms. Jean Whitaker and carried a unanimous vote.</p>   |
| <b>NEW BUSINESS</b>              | <p><b><u>HP-23-01, 230 W. Calhoun St. (City)</u></b> was presented by Mr. Kyle Kelly. The Committee reviewed this request for Design Review approval for construction of a new 10 x 15 ft. (150 sq. ft.) accessory structure in the property’s side yard.</p> <p>Mr. Kelly stated 230 W. Calhoun St. contains a former commercial building (dental office) converted into a single-family residential dwelling.</p> <p>Mr. Kelly added the applicant has placed a 150 sq. ft. accessory structure in the side yard of the property close to the corner of Harby St. and W. Calhoun St. A notice of violation was issued on December 14, 2022, as the property owner had not obtained proper Design Review approval or building permits. The applicant has submitted this request as a remediation step.</p> <p>Mr. Kelly mentioned the house is a contributing structure to the fabric of the Hampton Park Historic District based both on age and unique architectural features.</p> |

Ms. Rokeya Isaac was present to speak on behalf of the request.

After some discussion, Mr. Jerome Robinson made a motion to **conditional approval** of your request for placement of a 10 x 15 ft. (150 sq. ft.) accessory shed on the property's side yard adjacent to Harby St. The conditions applied by the Board to this request are as follows:

1. The structure must be placed on a permanent foundation.
2. The exterior of the structure must be veneered with siding consistent to that found on residential structures in the district (e.g. wood plank, fiber cement board, brick).
3. A building permit must be applied for no later than February 6, 2023 for placement of the building including foundation and exterior siding. (2 weeks from the date of the Design Review Board Meeting).
4. The structure must be screened on the sides and rear by intensive landscaping no later than March 12, 2023.

All work performed must be in accordance with the materials, photographs, and construction details submitted and referenced in the Staff Report and Staff Presentation and based on compliance with Design Review Guidelines. The motion was seconded by Ms. Hyacinth Kinley and carried by a unanimous vote.

**HP-23-02, 340 W. Calhoun St. (City)** was presented by Mr. Quint Klopfeisch. The Committee reviewed this request for Design Review approval for a 26 x 25 ft. (650 sq. ft.) accessory garage located on the West side of the property, as well as approval to repaint existing stucco sections of the residence.

Mr. Klopfeisch stated the residence on the lot is a one and half story California Bungalow wood framed house with a stucco exterior and a gable at the front end of the house built around 1925.

Mr. Klopfeisch added it is a contributing structure to the fabric of the Hampton Park Historic District based on age and architectural details.

Mr. Robert Smith was present to speak on behalf of the request.

After some discussion, Ms. Hyacinth Kinley made a motion to approve the request to paint the exterior of the residence and to construct a 25 x 26 ft. (650 sq. ft.) accessory garage in the property's rear yard, in accordance with the materials, photographs, and construction details submitted and referenced in the Staff Report and Presentation and based on compliance with Design Review Guidelines. The motion was seconded by Mr.

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|  | Randy Abbott and carried by a unanimous vote.  |
| <b>ELECTION OF 2023 OFFICERS</b>       | <p>Ms. Julie Herlong opened the floor for nomination for Co-Chair.</p> <p>Ms. Julie Herlong nominated Mr. Jerome Robinson. Mr. Jerome Robinson nominated Ms. Heidi Burkett for Co-Chair.</p> <p>Ms. Julie Herlong made a motion for Mr. Jerome Robinson to serve as Co-Chair. Ms. Heidi Burkett seconded the motion it carried a three in favor (Herlong, Burkett, Whitaker) and four in oppositions (Abbott, Wilson, Kinley, Robinson). The motion did not carry.</p> <p>Mr. Jerome Robinson made a motion for Ms. Heidi Burkett to serve as Co-Chair. The motion was seconded by Ms. Hyacinth Kinley it carried a four (Robinson, Wilson, Abbott, Kinley) in favor and three (Herlong, Burkett, Whitaker) in opposition. The motion carried.</p> <p>Ms. Herlong opened the floor for nomination for Chair.</p> <p>Ms. Lucy Wilson nominated Mr. Randy Abbott. Mr. Abbott declined the nomination.</p> <p>Mr. Randy Abbott nominated and made a motion for Ms. Julie Herlong to serve has Chair. The motion was seconded by Mr. Jerome Robinson and carried a unanimous vote.</p> |
| <b>OLD BUSINESS</b>                    | <b>NONE</b>  |
| <b>CERTIFICATES OF APPROPRIATENESS</b> | <b>NONE</b>  |
| <b>STAFF REPORT</b>                    | <b>NONE</b>  |
| <b>ADJOURNMENT</b>                     | With no further business, Ms. Julie Herlong made a motion to adjourn the meeting at 3:57 p.m. The motion was seconded by Mr. Jerome Robinson and carried by a unanimous vote.  |
|  | <p>Respectfully submitted,</p> <p><i>Kellie K. Chapman</i></p> <p>Kellie K. Chapman, Board Secretary</p>   |