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**CITY OF COLUMBIA**  
**DESIGN / DEVELOPMENT REVIEW COMMISSION**  
**JANUARY 10, 2013- 4:00 PM**

**Minutes**

**Eau Claire Print Building**  
**3907 Ensor Avenue • N. Main Street and Monticello Road • Columbia, SC**

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**Members Present:** Bruce Harper, Doris Hildebrand, Catherine Horne, Betsy Kaemmerlen, Dale Marshall, David Ross, Lesesne Monteith, Dr. Leslie Skinner, Beronica Whisnant

**Member Absent:** None

**Staff Present:** Amy Moore, John Fellows, Jeff Crick, Lindsay Crick, Staci Richey, Jerre Threatt

The meeting was called to order by Chairperson David Ross at 4:05 PM, Roll Call – Quorum established, swearing in of applicants and public speakers.

Amy Moore, Preservation Planner, noted changes to the Agenda since publication. She reviewed the items on the Consent Agenda.

**I. CALL TO ORDER**

**II. CONSENT AGENDA**  
**URBAN**

**HISTORIC**

- 1. 228 Saint James Street** (TMS#11306-04-22) Request a Certificate of Design Approval for accessory buildings. *Wales Garden Architectural Conservation District*

**Staff recommendations (as referenced in the motion):** Staff finds that the proposal meets Section IX – Guidelines for Accessory Buildings and recommends granting a Certificate of Design Approval for constructing a two-car garage and loggia at 228 St. James Street with all details (including potential roof pitch change) deferred to staff.

**Motion by Mr. Monteith** to approve the Consent Agenda item 228 Saint James Street request for a Certificate of Design Approval for accessory buildings as it stands; *seconded by Dr. Skinner. Consent Agenda approved 9-0.*

**III. REGULAR AGENDA**

**URBAN**

- 1. 1446 Main Street & 1415 Sumter Street** (TMS# 09014-08-01 & 09014-08-09) Request for exterior modifications for new construction of student housing. *City Center Design/Development District*

Staff presented the application.

This is a proposal which includes exterior modifications to an existing office tower to convert the floor plates to residential use for student housing. This includes numerous alterations to the façades including: the inclusion of operable windows, upgrades to the lobby, a patio created on the 11<sup>th</sup> Floor, the creation of

a restaurant/bar space at the ground-level, and an amenity space to be located on the top of the existing parking garage. Applicable guidelines are included in the staff report.

Jeff Zelisko, principal, Antunovich Associates, Architects, Chicago Ill. represented Core Campus presented plans for the proposed project which is actually called the *Hub on Main at Palmetto Center*.

Mr. Zelisko indicated that the project is an existing 20-story building that will be adapted for reuse to approximately 260 student residences in the building. As part of the improvements, plans are to improve the existing exterior of the building, and take advantage of the existing rooftop garden on the existing parking garage on Sumter Street which will include a pool, Jacuzzi tubs, bathrooms, and a volleyball court. The main access to the building is off of Main Street on the first floor. The main lobby is on the first floor with approximately 3,800 sq. ft. of retail and restaurants. The secondary access is from the parking lot to the mezzanine level. An additional stair was added to handle the additional load capacity for the change in use at the portion of the parking garage.

Mr. Zelisko noted that the textured concrete spandrels and concrete sandblasted elements exist on the building presently. From reports done, infiltration of the exterior elements of the building needs to be reduced, including the spandrel elements and the windows. All of the existing caulk will be removed and replaced, a Modac coating will be added to the precast concrete elements to reduce and eliminate the infiltration that is part of the building.

Mr. Zelisko noted that the existing building was built in the 1980's. It is a very simple building with the ribbon windows along the building. It gives a very nice feel with the step-up portions along Main Street as a structural building on the street, but does not represent its new use as student housing.

Mr. Zelisko presented a color scheme that proposed some massing and texture to the building where it was flat before. The primary colors are off-white and a dark grey, which will allow for some separation from the Marriott, and create a strong architectural expression for the building. Additional colors are proposed for the face of the building which will be as accent elements on building to enhance the primary colors, and the colors will be more subtle. It is felt the most important elements are the dark grey and off-white bands that will make the building visible from a distance. Another important element is the addition of operable windows which is an important element for residential windows. To add a new texture to the building, the new windows will be relatively clear class instead of the current tinted glass. The new window elements with the same anodized elements will be retrofitted into the existing window frames which will add another element of decorative character to the façade of the building.

Mr. Zelisko continued presenting the changes to the parking garage. He noted the parking garage is a half level offset, so an additional element of stucco in the same dark grey family will be added that wraps around it. This element on the building expresses the location of the amenities areas and exercise rooms of the building. There is an open-air terrace on the 11<sup>th</sup> floor that faces northwest that will be set within the elevation. A guardrail will be added 4' above the finished floor which exceeds height requirement. The terrace will have a screen element that wraps around the top of the roof deck for protection as a guardrail element. Color schemes were shown; the most important colors will be the dark grey and off-white used as the primary colors of the building. A bright red and black logo will be featured at the top of the building. Additional accent colors will be toned down for subtlety. Painting and coating is recommended because the building has infiltration issues.

Mr. Ross asked if the commission had any questions.

Mr. Monteith questions whether the concrete should be painted. He indicated he had extreme reservations about painting the building. He indicated that he could not see any problems with the panels. Mr. Monteith felt this is a great project and he is an advocate for it, however felt the natural stone which

is a quartz did not need to be painted, but may need cleaning. He also indicated that he hoped the louvers could be flush with the panels rather than stick out so far.

Mr. Zelisko stated the louvers are intended to be 1" to 1 1/2" deep which is needed to work outside for the exhaust taking place behind them to function. He indicated that having them flush would be very difficult.

Mr. Monteith indicated that he felt the louvers could be mounted flush and that the building did not need boxes hanging off the building.

Chairman Ross was under the impression that the D/DRC cannot take into consideration paint colors or the painting of building with regard to denial or approval of the petition.

Mr. Fellows stated that was correct, and clarified there are two components in the guidelines with regard to painting, and repair and cleaning. Section 5.9.7 states *'when done properly, painting is the simplest, most dramatic improvement one can make to a façade, and it gives a façade a well-maintained appearance and is essential to the long-life of many materials'*. Mr. Fellows then continued that in another section talks about cleaning materials and cleaning in the gentlest of means, water proofing for anti-graffiti issues and such. However the guidelines do not deal with the actual selection of colors. That has always been left up the property owner to determine the actual color selection of their storefront or business or home.

Mr. Marshall asked how this was different from someone wanting to paint a brick or natural stone material. Mr. Marshall felt this was not different from a masonry façade or natural stone aggregate building or brick buildings being reviewed for paint.

Mr. Fellows stated buildings where that is reviewed at are landmark buildings or in historic districts. Those particular sets of guidelines do talk about not painting historic materials or modifying them. It does not talk about the color motif but talks about painting a historic material. The City Center general district does not have any regulations for color or if one can/or cannot paint a building.

Mr. Marshall referred to Section 5.7.2 of the guidelines under discouraged materials, "...the following building materials are considered inappropriate in City Center and are discouraged, walls painted with bright or contrasting colors." So a specific guideline references walls painted with bright or contrasting colors as being discouraged, and he feels this is definitely contrasting colors.

Ms. Kaemmerlen feels this is a very indicative 1980's building material that was used a lot. She feels cleaning it would be a great idea, as well as the parking garage which "seems awfully dingy and needing some refreshing."

Mr. Fellows stated the applicants are not proposing to paint the parking garage. It has been cleaned numerous times by the parking department and it has not been able to come clean. It is a different concrete than the tower that tends to get dirty very quickly because the way the fumes and smoke from the exhaust on the first floor mezzanine rise up. The applicant is proposing to match the stucco on the building and staff will be glad to assist to ensure the best match. Regarding the issue of bright and contrasting, people have varying opinions on that, and there would have to be consensus on that.

Mr. Marshall and Mr. Monteith continued to voice opposition to the painting of the building in the various colors.

Mr. Zelisko stated the building does have infiltration issues. The Modac coating is a building coating specifically for cast concrete panels such as this building that does have an exposed aggregate. It has a twenty-five year warranty.

The intent is so this will not look like an office building, it will be student residences. It is felt this is a great opportunity to do something special as it is changing and is an adaptive reuse to an entirely different use of the building. They will be glad to work with the painting regarding colors and amount of contrast in the colors.

The vents are on every floor on each unit and will be painted the same color as the corresponding spandrels, so they will be well camouflaged. Mr. Zelisko stated they will be willing to maintain the two contrasting colors, the off-white and the grey, and remove the accent colors from the building.

The Commission felt that would be more consistent and within keeping of the color scheme. Chairman Ross stated that based on that decision, it would take it out of the guideline mentioned by Mr. Marshall. If a presentation was made with just the dark grey and off-white color scheme, the D/DRC does not have the purview to state otherwise.

Ashby Gressette, architect in Columbia, stated the Palmetto Building was designed as a wonderful piece of architecture. It is getting a bit worn but encourages the use of glass. The developers paid extra for the concrete material which is a wonderful design. Some of the original integrity of the building is being kept, though they are applauded for bringing a new concept to the city. Painting the building is a large concept of error for this building. Chairman Ross reminded that whether or not the applicant can paint the building was not what was being presented today. Grilles on the outside are a solution, and he encouraged their removal from the spandrels and worked into the glass product/aluminum system.

Ms. Kaemmerlen felt it is changing the architectural fenestration and massing of the building, and changing the entire appearance of the building.

Doug Quackenbush reinforced what has been said regarding the painting of this building. He is opposed to the color scheme and aggressiveness of color.

Bobby Lyles, Stevens & Wilkinson, agreed with comments made and is in opposition of painting of the building.

Joel Byar, general manager at the Marriott next door, said they are very excited about their new neighbors. They would like it to remain as neutral as possible, the colors are a bit 'bright', but they are excited about the project.

Mr. Fellows stated, for clarification, that the Palmetto Center is on one parcel, the Marriott is on another parcel, the garage is another parcel, and the upper garage is condominiumized. There are multiple parcels and ownerships at play in the complex that was originally built as a whole.

Mr. Zelisko again stated they are willing to reduce the proposal to the two primary colors. They are also willing to reduce the contrast between those to bring them closer together than what is shown on the present renderings.

Mr. Marshall stated the parcels were all designed to be one unit and designed by one architect. The hotel and the Palmetto Center continue to share some lobby space. He feels that changing this building which is part of the original structure seems to be changing the whole structure. He asked how the interior columns of this building will merge with the hotel property because it will all be seen cohesively.

Mr. Zelisko hopes to continue those colors down to the base of the building which will require some consideration from the Marriott.

Mr. Marshall said it appears there are only two issues with the project – the vents and the painting of the building. He finds it hard to understand why he applicants feel the success of the project hinges on an aggressive color change. This is the fourth tallest building in Columbia which is very visible from the skyline, and he feels that painting the building would change the scheme of downtown Columbia. Mr. Marshall said he is in favor of the project, but not of painting the building.

Mr. Monteith said as a Commission, he feels they have the purview to not allow the painting of a “very handsome, low maintenance building.”

Chairman Ross stated it appears the Commission is in favor of the project; however there are a couple of issues that need to be worked out. He suggested a subcommittee to work out these issues. Other commission members agreed to a subcommittee. Ms. Whisnant stated she is excited about the project, and would like to work out an agreement that is amenable to all of these concerns.

Mr. Fellows suggested the D/DRC grant a two-part motion: one for approval of the project with approved items; and one for items that need further consideration be held back until a work session is held. This would allow the project to over forward without delay.

Mr. Marshall was in favor of approving the project in its entirety, but holding back approval for the exterior coating and vents fenestrations for a work session or further submittal from the applicant.

Mr. Zelisko said the vents on the side of building are a big element and will have a large impact on the construction. Mr. Fellows added that staff does have concerns with the vents and would be happy to work further with applicant on that. If the Commission would like specific details added, it can be put into the motion.

Mr. Ross called for a motion(s).

**Staff recommendations (as referenced in the motion):**

Staff recommends granting a **Certificate of Design Approval** for the project located at 1426-1446 Main Street and 1415 Sumter Street, known as the Hub on Main Street, as proposed, with the following conditions:

1. Any exterior cleaning of both structures shall be undertaken with the gentlest means possible. Sandblasting and other harsh cleaning methods that may damage building materials are strongly discouraged. All cleaning shall meet requirements of City of Columbia stormwater ordinances;
2. Any additional exterior site/streetscape modifications shall be brought back to Staff for review;
3. Final details for the vent grill design shall be deferred to staff;
4. All storefront modifications shall be deferred to staff;
5. All signage to be approved under a separate Certificate of Design Approval;
6. All remaining details to be deferred to Staff.

**Motion by Mr. Marshall to grant a Certificate of Design Approval for the project located at 1446 Main Street & 1415 Sumter Street known as the Hub on Main Street as proposed with the following major exceptions:**

1. **That the exterior coaxing for the building be deferred for review at a workshop and to be return for approval.**

Other staff recommendations included in the motion, 1 through 6 as written in the proposed motion, with the further detail that the vent grill design shall be not just be deferred to staff but staff shall seek to make the vent grill design as minimal impact on the façade of the building.

*seconded by Ms. Kaemmerlen. Motions approved 9-0.*

**2. 1301 Laurel Street (TMS# 09015-09-19) Request for exterior modification to existing window openings. *City Center Design/Development District***

Staff presented the application.

Signage requests do not usually present to the D/DRC but are approved at the staff level. In this particular case, a number of signs proposed met the guidelines and approved by staff; however staff felt that two mirror signs did not meet the guidelines. Staff provided the applicant the opportunity to correct them or to request an appeal of staff's decision. The proposal is to put two signs on the curved linear block windows on the two corners of the building facing both sides of street. The building is on the corner of Sumter and Laurel Street. Section 5.9 1 of the guidelines addresses the preservation of particular features of a building, and this particular art deco design, curved windows and glass blockwork windows are a very defining character of this particular. Section 6.5 Window signs, states, "Window signs, permanent or temporary, should not cover more than 50% of each window." The current proposal covers 100% of the window. Staff is recommending denial of the request as details in the staff report.

Kalpana J. Patel, applicant, has owned the business for over 25 years. She appreciates the fact that the windows are a defining character of the building, however without prominent signage; people are unaware that it is a business and only come in to ask for directions. Everyone she has spoken with has said it will improve the area. The most important thing is the signage is removable and will not affect the structure of the building. The signage will brighten the area and the colors will match the building and the surrounding area.

Mr. Monteith saw no issue with Ms. Patel's request because the glass block windows will still be there. "Even with historic tax credit projects, applicants are allowed to encapsulate as long as they don't destroy things."

Mr. Marshall agrees what Ms. Patel is requesting is not permanent; however the corner glass block is an integral part of the building. Covering it up is an obscurity issue and is not consistent with the guidelines. If she chose one of the standard rectangular windows, both Mr. Marshall and Ms. Kaemmerlen felt it would not be an issue. The curved glass is the nicest feature of the entire building.

Ms. Patel said the main reason for using the storefront window is for advertisement of her business. The side windows do not have the same effect. Most people think it is a closed business.

Mr. Marshall stated there is a significant signage on the building on the left side and front so that people should be able to identify the business, it may be the opaqueness of the glass that makes people think the business is closed.

Chairman Ross stated a lot of suggestions have been given for signage, and the guidelines say not more than 50% of the window shall be covered with signage. Ms. Patel asked if she could the cover the curved block glass window with 50% signage.

Mr. Marshall felt because the window is a significant architectural feature of the building, it could not be obscured. He does not feel it would be consistent with the guidelines to put the signage on the glass block.

Mr. Ross called for a motion.

**Staff recommendations (as referenced in the motion):**

Staff does not recommend granting **Certificate of Design Approval** for the project as proposed on the following grounds:

- Covering the windows would obscure one of the integral architectural details for a building of this architectural style;
- The storefront, including the curvilinear glass block windows, are likely an original feature of the building, and have not been significantly altered over the life of the building;
- Placement of signage over windows does not comply with §6.3 “Wall Signs” as the placement is not consistent where architectural features or details suggest a location, size, or shape for signs.
- Placement of the signage over the corner windows does not comply with §6.5 “Window Signs”, as the proposal exceeds the maximum 50% coverage permissible under this guideline.

**Motion by Mr. Harper to deny** the request for Certificate of Design approval for **1301 Laurel Street** (for exterior modification to existing window openings for stated reasons of obscurity of architectural features and excess coverage of the window; *seconded by Chairman Ross. Request for denial approved 8-1 with Mr. Monteith in opposition.*

**HISTORIC**

**WITHDRAWN**

2. **2150 Harden Street (TMS# 11501-01-01)** Request a Certificate of Design Approval for partial demolition of wall along Bull Street. *Individual Landmark*

Mr. Harper recused himself from this case.

Ms. Moore gave a brief history on this Request for demolition of a large portion of the campus wall on Bull Street. This wall is a Group I landmark in the City of Columbia. Since the mid-1800's, this campus played a pivotal role in the development of mental health programming in the state. The wall itself is a very visual and iconic piece of the mental health campus, and probably what most people see as they travel down Bull Street.

The portion of the wall under review was built around 1896 and is 11' tall. It was originally built to shield the patients from public scrutiny. In the 1960's, part of the wall was lowered to allow members of the public access to the campus. The portion of the wall on Bull Street is all that remains of the original wall that was built decades ago.

The Department of Mental Health (DMH) has submitted a request for demolition based upon the collapse of about 50' of the wall in May 2012 after a storm caused that portion of the wall to fall into the street. An analysis was conducted by the department that determined that portion of the wall that collapsed had pressure on it from saturated soil from a collapsed storm drain. There is not much foundation because it is a historic wall, and has some potential shifting going on as well.

Mark Binkley, deputy director for Administration at the Department of Mental Health, presented. Architects and engineers looked at the remaining wall and feel it is a safety hazard. Several options were identified in the report provided ranging in price from about \$160,000 to remove the remaining wall; to

up to \$300,000 to do some elaborate stabilization of the remaining wall. DMH is requesting the least expensive option and also the least time consuming measure to abate this hazard, which is Option C noted in the report.

The property is no longer in use by the DMH for patient care. It has been declared surplus and is under a contract of sale. Hospitals, nursing homes, patient care programs are being operated in every county of the state.

Mr. Marshall stated it is clearly noted that the wall has historical significance. Economic return is not one of the criteria that apply in this instance. The wall is part of a larger project planned. It is a defining characteristic on Bull Street, and the Bull Street campus would have different defining characteristic without the wall. It is the last remaining example of its kind in the City, and there is overwhelming evidence that the wall cannot be demolished. To remove it would have significant impact on the Bull Street campus project. There is a stabilization plan that would allow it to remain. Mr. Marshall does not feel there are grounds for demolition of the wall, and does not support it.

Dr. Skinner concurred with Mr. Marshall.

Ms. Whisnant stated she does have concerns regarding the safety hazard and liability of the wall, and asked how it will be addressed.

Ms. Moore spoke with an engineer from Charleston regarding historic walls who has spoken at several conferences for state historic preservation. From his experience, walls do not fail without warning. The portion of the wall that fell was leaning for a number of years, and was part of the deferred maintenance that could not be done by DMH. The way the report read, the portion of the wall that fell was backed by a large amount of saturated soil, as well as possible clogged storm drain issues. The remaining wall looks very good, and is abutted by an asphalt parking lot; it is a much better situation. The conditions between those two portions of the wall are very different. It may or may not need stabilization; most of the historic structures in the City do not meet current building code. She understands the Department of Mental Health's concerns regarding safety, liability and money. Staff has tried to find some funding sources for DMH for grants. Conversations have been held with Historic Columbia regarding some possible fundraising events to help the DMH initially that they may be amenable to.

Mr. Binkley added that he does not want to endorse [that the wall] is a safety hazard but he also does not want to minimize that. DMH would not be here if they did not feel it was a safety hazard.

Ms. Kaemmerlen said repaired pilasters, anchors and the front plate as one of the proposed solutions offered should not be hidden as these are often ornamentations on some of the older buildings. She feels they should be expressed, and should not be disguised.

Chairman Ross asked if there is any other safety citation in place for this. Ms. Moore said there is no existing case, and it will remain as is until funding for repair is obtained.

Kathryn Fenner, University Hill resident, feels this is a 'good chunk of the charm' one sees when they come into Columbia. Ten computer scientists from all over the country were brought into the City while on a conference, and they loved the brick walls and walkways throughout the city. She feels the wall needs to be preserved.

Elizabeth Marks, president of the Robert Mills Historic District Neighborhood, feels the brick wall is very important to the neighborhood. It is not just brick, but an overall theme of the mental health hospital. It is the only remaining portion of the original wall, and needs to be preserved.

Robin Waites, Executive Director of Historic Columbia Foundation (HCF), said HCF has been working for almost a decade with various communities and stakeholders to raise awareness and support for the preservation of the Bull Street Campus. This is a very unique and important site to the City and the state that needs to be treated with care and respect. The Bull Street wall is only one of three aspects of the site that are protected. Understanding that remaining portion of wall is stable. Historic Columbia is willing to offer help to the DMH to find funds and grants, and help develop proposals for that. Historic tours of the campus are very popular and a means to raise funds. Preservation of the wall is critical for the future of all historic aspects of the property. It is important to the past, but also as a reference to the future.

Ellen Cooper, president of the Cottontown/Bellevue Neighborhood Association, said many of the neighborhood residents used to work at the Bull Street Campus. They are very concerned because the wall is part of an ambience of the area and want it to remain

Michael Bedenbaugh, Executive Director of the Palmetto Trust for Historic Preservation (PTHP), feels the wall is vital to the historic fabric of the City and Bull Street itself. The PTHP also extends assistance to DMH to help find funding sources.

Richard Burts, mayor's appointment to the Bull Street advisory committee, said this is a deferred maintenance issue. The wall has significance to the historic district of the campus, and will hopefully be preserved. There is a liability issue but that should not mean that the wall should come down, it should be repaired.

Brian Dolphin, graduate student and Columbia resident, worked on a project to photograph, catalogue and report on the wall. Mr. Dalton discussed the history of the wall and different mindset the asylum and hospital had.

Ms. Moore thanked Mr. Dolphin for sharing his well-researched information with staff.

Guy Jones said all he wanted to say has been expressed. He related some personal stories and experience growing up near the Bull Street area. He urged the Commission to deny the request for demolition of the wall.

Sara Beth Haring was sworn in to speak. Ms. Haring volunteers at Historic Columbia Foundation and spoke as a concerned citizen saying she remembers seeing the wall her entire life. She feels removal of the wall would have a negative impact on the Robert Mills historic neighborhood. So much of the historic landscape in Columbia has already been demolished. She understands stability is an issue, however structures built just a couple of years ago can also be demolished by a storm. If her research is correct, some of the bricks came from the historic Robert Mills House.

**Staff recommendations (as referenced in the motion):**

Staff recommends **denying** the request for demolition based on Section 17-674 of the City of Columbia Code of Ordinances.

Staff notes that nearly half of the 1896 wall has been lost or significantly altered, and if it is found to be necessary for the stabilization and survival of the wall, recommends utilization of a stabilization system as presented, or another system equally as effective, with minimal damage to the original materials, based on Section 17-674 of the Code of Ordinances, with the following conditions:

- All details deferred to staff
- Clean and retain all salvaged brick, with notification to Staff as to the location of the stored materials
- Paint the exposed metal plates on any tie rods to match the brick color

- The collapsed and lowered portions of the wall do not have to be rebuilt at this time, but the lowered portion must be maintained in good condition, and the salvaged brick from these sections should be stored with proper identification as to their origination
- The SCDMH or any other entity altering or removing the asphalt paving east of the remaining wall, which has aided in limiting the hydrostatic pressure on the wall, will take measures to insure the retention of the wall and to maintain its stability; that any condition of sale or transfer of any part of the property used to stabilize or support the wall explicitly require the retention of the wall and its supportive elements

**Motion by Mr. Monteith to deny permission to demolish the wall at 2150 Harden Street based on Section 17-674 and staff recommendations; and if it is found that stabilization of the wall needs to be completed, details can be deferred to staff to work with applicant on whatever may be necessary for some sort of stabilization of the wall for the future; seconded by Dr. Skinner. Request granted 8-0.**

**3. 1620-24 Main Street & 1626 Main Street (TMS# 09014-04-17, 09014-04-18) Request for certificate of design approval for exterior modification and addition. *Individual Landmark/City Center Design/Development District***

Request is for exterior changes for two commercial buildings at 1620 – 1624 Main and 1626 Main Street. The buildings are next door to each, however plans show them together. 1620 – 1624 Main is the Shulte Building, a landmark which comes under historic review. 1626 Main Street is the old Haverty's building which is in the City Center. Ms. Moore prepared two separate evaluations while including the joint plans for both. The intent is to restore, as closely as possible, the storefronts from available documentary information. Details on the storefront and what is intended for the Shulte Building are available.

Lee Mashburn is the owner and applicant for the buildings.

Scott Lambert of Lambert Architectural Construction Services is the architect for the project. Mr. Lambert was sworn in to speak. Both buildings are in the process of National Register nomination. The nomination for 1620-1624 for the Shulte Building has already been submitted to the SCHPO office, and 1626 Main Street is in process. Lambert Architectural Construction Services is working on both buildings, as well as 1614 Main, so that ultimately all three projects will be on the National Register of Historic Places. They have been working with Ms. Moore and Dan Elswick, as well as the SCHPO office to create historic adaptive reuse of the buildings. A large amount of work has been done to show how the storefronts will be articulated and detailed.

Most comments made by staff are relative to the canopies. Initially, plans were to do light weight metal canopies similar to those placed on 701 Whaley. Staff recommended canvas awnings in the same fashion in a very light weight. Mr. Lambert said they are agreeable to that as it is conducive to what they are trying to accomplish.

With regard to comments made regarding the fence on the back of 1626, it will be softened with 2' of a hedge. One concern is making a softer transition and making it a safe place for people who will be there. There is general agreement with staff recommendations on those items. A couple of things are still being worked on. Signage is an issue; the actual tenant that will be moving into these buildings has not determined all of the signage. The most significant sign is the vertical sign on 1626 Main that will be restored to the original historic character. Close work is being done with staff and SCHPO regarding restoration of the storefronts.

The intent is for Bailey Bill certification, and national designation will anticipated for all three buildings which will be presented at the February meeting.

**Staff recommendations (as referenced in the motion):**

**City Center Review:** Staff finds that with the exception of the proposed metal awnings, the proposal meets 5.9.1, 5.9.3, 5.9.4, 5.9.10, and 4.4 of the City Center guidelines and recommends a Certificate of Design Approval under the building review of these guidelines, conditional upon:

- Canvas awnings shall be used in compliance with Sec. 5.7.1 of the City Center Design Guidelines;
- Detailed drawings of windows and their profiles be reviewed by staff prior to a final Certificate of Design Approval;
- The courtyard's metal fence be moved back to allow for a hedge as delineated in Sec. 4.4, with flexibility on the width of the landscape zone and other details deferred to staff.
- Signage shall be approved under a separate Certificate of Design Approval.
- All other details of the project deferred to staff.

**Landmark Review:** Staff finds that the proposal meets Section 17-674 (d) of the City of Columbia Zoning Ordinance with the exception of metal awnings and aluminum clad wood windows (per Sec. 17-674(d)(1) New Construction (9)). Staff would recommend a Certificate of Design Approval per Sec. 17-674(d) with the following conditions for a landmark building:

- Wood windows are required and detailed drawings of their profiles must be reviewed by staff prior to a final CDA;
- Canvas awning shall be used, not metal;
- Signage details shall be deferred to staff;
- Site improvements, which include the courtyard, are covered by City Center guidelines even in the case of landmark buildings and that these aforementioned recommendations under City Center review requirements must be adhered to;
- All other details deferred to staff.

**Motion by Mr. Marshall to grant a Certificate of Design Approval for 1620-24 Main Street** for exterior modification and addition based on the Individual Landmark/City Center Design/ Development District with the project being modified to meet all staff recommendations as outlined, and any other details deferred to staff; *seconded by Mr. Harper.*

**Request granted 9-0.**

**Motion by Mr. Marshall to grant a Certificate of Design Approval for 1626 Main Street** for exterior modification and addition based on the Individual Landmark/City Center Design/ Development District with the project being modified to meet all staff recommendations as outlined, and any other details deferred to staff; *seconded by Dr. Skinner.* **Request granted 9-0.**

Ms. Moore commented this is very exciting to see happen, and will be a great transformation along Main Street.

1. 928 Maple Street (TMS#R11113-10-01) Request a Certificate of Design Approval for Bailey Bill precertification. *Old Shandon Lower Waverly Protection Area A*
2. **3235 Michigan Street (TMS#R13901-10-09) Request a Certificate of Design Approval for addition and exterior changes. *Melrose Heights/Oak Lawn Architectural Conservation District***

Request is for a roof addition and enclosure of a side porch with clear glass. Porch stairs and iron railings will be removed as they are not a common, historic feature in this district. There will be an addition on the back side of the roof.

Matt Stanek, applicant, stated the renovations are being done to provide additional space by renovating the upstairs which will include a gable at the backside; and enclose the porch with glass to create a sunroom consistent with the Melrose Heights Neighborhood.

Mr. Marshall complimented the applicant on a 'very subtle and effective' addition to the house that is in keeping with the guidelines.

Ms. Kaemmerlen asked why the existing fenestration was not better matched when glassing in the porch area. She felt it may be better to keep what already exists.

Ms. Moore said the precedent has usually been to keep openness and volume in an area rather than looking like an enclosed room. The concept has been to keep it as clear as possible and allow the original opening and the way it stood, which would not include adding all the horizontal muntins, but to minimize it as much as possible to understand how it originally functioned.

Ms. Kaemmerlen voiced concerns with what could happen with the area, such as the applicant installing blinds or keeping curtains drawn. It has so many elements in comparison with the windows and the gable on the front, and feels it would look better to have fenestration match.

Mr. Marshall said this type of discussion has been held in many instances. He feels what the applicant is proposing is more consistent with preserving the historic character of the original porch.

**STAFF RECOMMENDATIONS:**

Staff finds that the proposal meets Sections 6, 7-5 and 7-7 of the guidelines and recommends a Certificate of Design Approval, with details deferred to Staff.

**Motion by Dr. Skinner to grant a Certificate of Design Approval for 3235 Michigan Street for an addition and exterior changes with details deferred to staff. The proposal meets Sections 6, 7-5 and 7-7 of the guidelines; *seconded by Ms. Hildebrand*. Request granted 9-0.**

**3. 1048 Lancaster Street (TMS#09106-03-16) Request for Certificate of Design Approval for accessory structure. *Earlewood Protection Area A***

Ms. Moore said the house is on a large lot that 'jogs' over to the left at the rear. The accessory structure is actually to the left of the house and not directly behind it, but will still be partially visible above the fence behind the neighboring duplex. The structure will be 26' wide and 40' deep with a 10' attached carport to the rear. The proposal basically meets the guidelines with a few exceptions as noted in staff recommendations. The applicant requested the use of board and batten which is not a commonly seen in this neighborhood. It was, regrettably, overlooked by staff on a side gable used on the house in 2010, and the applicant is looking to match that. Staff is seeking input from the D/DRC whether to perpetuate the use of this on the accessory structure or not. The proposed board and batten will be in the gables where it will be visible from the road because the structure is oriented sideways to the road.

Brent Dohn, owner and applicant, is agreeable with all staff recommendations except for the roof pitch and shape. He is proposing a 4-pitch, the house is 8-pitch. He can make it slightly steeper and suggested 5-pitch as he does not want it as steep as the house; it is a shed.

The stucco and half-timber look is throughout the neighborhood. He used a stucco textured hardboard on the side of the house, and placed the batten strips on top of the seams to give the same look as the traditional stucco and half-timbering. The battens are about 3' to 4' apart, and Mr. Dohn agreed to match the spacing on the house. He prefers to do a shed (lean to) type roof over the porch on the accessory building to show differentiation between it and the house.

Ms. Kaemmerlen recommended the porch be engaged as other houses on the street have a simple gable look to break up the roof creates something that doesn't match the character of the structures which should tie in with the neighborhood.

Mr. Dohn stated he has a 6' fence, so it will not be very visible. He can plant a tree in front of the entire visible part of the porch.

Mr. Marshall referred to the site plan saying it shows the carport being the width of the accessory building and the porch not going across the front of it. The elevations show the porch running continuously across the carport part as well. He asked which was to be used.

Mr. Dohn said he prefers to take it off the carport and do a shed over the carport section, and to bring the shed back to fit just into the 20' width of the building so it wouldn't be that visible if at all.

Mr. Marshall suggested doing a smaller gable over the carport, and tucking in the carport gable under the large gable of the accessory building. He felt details could be deferred to staff, and approved at staff level.

**Staff Recommendations:**

Staff finds that the proposed accessory structure generally complies with the pertinent guidelines outlined in Section IX: Accessory Buildings and Section VII: New Construction, and recommends granting a Certificate of Design Approval for the accessory structure at 1048 Lancaster Street with the following conditions:

- The roof pitch be made slightly steeper;
- The roof form changed to be a centered gable with the porch either engaged under one roof form or the porch covered with a shed roof;
- The windows be double 1/1 vinyl windows;
- Staff seeks input from the D/DRC on the use of board and batten in the gable of the accessory structure.

**Motion by Ms. Kaemmerlen to grant a Certificate of Design Approval for 1048 Lancaster Street for an accessory structure with the conditions that the roof pitch, perhaps, be made slightly steeper, but more critical is that a center gable with an engaged porch be the roof form, the windows be double 1/1 vinyl, and the board and batten be allowed; seconded by Dr. Skinner. Request granted 9-0.**

4. ~~1048 Lancaster Street, Certificate of Design Approval~~

**WITHDRAWN**

**IV. REHEARING APPLICATION**

1. **620 Blossom Street, 612 Devine Street, 617 Devine Street, 400 Pulaski Street, S/S Blossom Street, Pulaski Street, Pulaski Street (TMS# 08914-13-03, 08914-02-01, 08915-13-03, 08914-14-01, 08914-13-02, 08914-13-01, 08914-14-02) Petition and Request for rehearing regarding denial of design plans and site plan review for Edwards Communities Development Company hearing of December 13, 2012**

Mr. Fellows stated at the December 13, 2012 D/DRC meeting, the Commission made a motion for denial for both the proposed site plan, as well as the design. The motions were based on the grounds of density requirements, mixed use requirements, connectivity, and materials not meeting the Innovista Master Plan. Under Article 4-Section 9 [sic] {Section 8} of the Rules and Regulations of the Design Development Review Commission which were adopted by City Council on February 6, 2002, is a process for an applicant or interested party to request a rehearing. A copy was available for the Commission. The article states, *The Commission may grant a rehearing of an application which has been dismissed or denied upon written request filed by a party in interest with the secretary within fifteen (15) days after*

*delivery of the decision accompanied by new evidence which could not have reasonably have been presented at the hearing, or evidence of a clerical error or mutual mistake of fact affecting the outcome.*

*If a motion to grant a rehearing receives the affirmative vote of a majority of the members present, the case shall be put on the calendar for a rehearing.*

Today's proceeding is not a public hearing, it is not about the merits of an issue under the standards or guidelines, but is with regard to stated rules of the Commission with regard to whether a rehearing should, or should not, be granted.

If a hearing is to occur in the future, the other items will be heard at the future meeting.

A decision today is simply a decision to hold or not to hold a rehearing based upon the following:

- *new evidence which could not have reasonably been presented at the hearing, or*
- *evidence of a clerical error or*
- *mutual mistake of fact affecting the outcome.*

A motion to approve a rehearing would result in a new hearing being conducted at the February Meeting.

A motion to deny a rehearing would result in a rehearing not occurring.

Any motion to deny or approve should be accompanied by a reason(s) for such decision.

Copies of the petition have been placed before you.

If there are any questions about the proceedings, the process, or what should occur this evening - staff would be glad to answer those questions prior to the Commission discussion of these items.

Chairman Ross stated the fifteen-day requirement has been met. On December 28<sup>th</sup>, a rehearing petition was received from the Edwards Company. This Commission's review for this petition for rehearing, although taking place in a public forum, will not be taking into consideration any additional comments from the public or the applicant. This Commission will need to make a decision to affirm or deny the petition for rehearing based on the petition itself, and the request for rehearing submitted by Mr. Fuller on behalf of the Edwards Company.

Chairman Ross asked for input from each individual commissioner with regard to this decision to allow for an objective overview as to the thoughts of the entire Commission.

Mr. Harper voted against the denial. It is his belief that the Commission deviated from standard procedures in constructive discussions by not allowing the applicant an adequate opportunity to respond to those concerns. He feels a hearing is re-justified and he is in favor of supporting that.

Ms. Horne was not in attendance at the December 13<sup>th</sup> meeting, and felt it difficult to comment on what occurred at the meeting. She feels it is important to have the opportunity to reflect on how the meeting was conducted. Every consideration should be given to looking at how the Commission might perceive with this event going forward.

Mr. Hildebrand spoke her viewpoint regarding the historic building. She feels all historic buildings are destroyed; historic values need to be remembered.

Chairman Ross thanked Ms. Hildebrand for her comments and said the demolition of the building was not presented with regard to the decision being made.

Dr. Skinner addressed the request for a rehearing and re-read the three points for a rehearing: new evidence, clerical error, and mutual mistake of fact affecting outcome – she does not feel any of these were met. Regarding the comments that the Commission did not follow the recommendations of staff, Dr. Skinner said the D/DRC is there to make a ruling on these applications, and staff is there only to assist. She does not see any reason for a rehearing.

Chairman Ross is of the opinion that the petition for rehearing should be granted for multiple reasons. There were procedural defects which he feels are clerical defect, and he is at fault for that. A very large amount of time was given to the public to speak in support or speak against the project; however no time was given to the applicant to respond or for rebuttal of these comments. This was very prejudicial, the applicant was never granted a right for rebuttal. In addition, the applicant's inability to rebut the public's comments or to request from the Commissioner's a deferral, or to communicate any conditions, upon which approval could be granted, was again, prejudicial. Although they might not have been able to present any new evidence during that time period, as with the HUB project today, he feels the Commission did a much better job of trying to work with the petitioner in trying to come up with a resolution that would have satisfied everyone. He does not feel that opportunity was given to the petitioner in last month's meeting. For that reason, Chairman Ross thinks that is reason enough to allow the granting of the rehearing. In addition, with regard to these procedural defects, he personally believes without granting this motion, this rehearing or on appeal, which he feels will undoubtedly will occur, the appellent court would find in favor of the petitioners and would remand the application back to the D/DRC. To avert that from happening, he feels it is in the Commission's best interest to make a decision today, to once again revisit, to allow the petitioner to have full opportunity to make their presentation, and to once again be able to rule on that one particular application.

Mr. Marshall said that he would disagree with Mr. Ross. He stated that there are three grounds for rehearing, and those have been stated by Mr. Fellows. He does not feel anything in the application provided by the petitioner; and there are two separate petitions submitted, one by the Edwards Group, and one by Palmetto Preservation groups, have any new evidence submitted that could not have been reasonably presented at the original hearing. None of the three reasons for rehearing have been validated; he does not feel a rehearing should be granted.

Ms. Whisnant indicated that she was concerned that there could be a misperception in treating applicants equally with regard to procedures. She stated that she would be in support of granting a rehearing.

Ms. Kaemmerlen indicated that she could understand both sides of the issue. . She indicated that unless there were new plans, she would not be in support of a rehearing.

Mr. Monteith indicated that he agreed with Mr. Marshall. He indicated that he saw no reason why they should have a rehearing. He discussed a letter that Mr. Monteith received from the Chamber of Commerce.

Mr. Ross indicated that the comments today should be directed about the issues before us.

Mr. Ross indicated that everyone has had a chance to discuss their thoughts about the rehearing.

Mr. Ross confirmed to the commission and audience that there were two petitions.

Mr. Ross indicated that Mr. Marshall had prepared a pre-drafted motion prior to the beginning of the meeting. He indicated that he did not know if there would be support for such a motion at this time.

**Motion by Mr. Marshall to deny** petitioner-Palmetto Preservation Corporation and petitioner Edwards Communities Development Company Request for Rehearing in reference to the Decisions for Denial of Approval for Design Plans and Site Plan Review for the Edwards Communities Development Company Hearing Date on December 13, 2012. The Rules and Regulations of The Design/Development Review Commission Article IV Section 8 provide three grounds for a rehearing. Those grounds are new evidence which could not have reasonably been presented at the hearing, evidence of a clerical error, or mutual mistake of fact affecting the outcome. I move that petitioner did not provide compelling evidence on any of those grounds.

I move that the petitioner did not submit new evidence which could not have reasonably been presented at the original hearing. The evidence presented in Petitioners applications for a rehearing was simply a rehashing of the Petitioner's original presentation. The staff report was a part of the DDRC consideration and the DDRC did not abuse its discretion and did not act in a manner that was contrary to the usual DDRC Rules of procedure in reaching a different conclusion from the staff. The DDRC's review and application of the Innovista Master Plan District Guidelines to the specific project submitted was within the normal discretion and review authority even though Private Dormitory Housing is a specifically permitted use in MX-2, ID (Mixed Use Urban District within the Innovista Overlay District.) The fact that the project is a Private Dormitory was known at the time of the initial hearing and the certificate of design approval was not denied on the basis of the fact that the project was for Private Dormitory Housing. The Commission did not specify that the use of "Vinyl" in the project was the determining issue in the non-compliance with the materials outlined in the guidelines. The DDRC did not apply a set formula in denying the submission instead it determined that the project as submitted did not meet the intent of the Innovista Design District Guidelines in several areas. This is the clear purview of the Commission and none of the arguments made in the Petitioners application for a new hearing present new facts that were not available to the Commission at its hearing in December.

I move that the petitioner did not present compelling evidence of a clerical error. Section 4 of Article IV does not lay out an absolute order guaranteeing the applicant the right of last rebuttal. In point of fact 4-f specifically notes public comment after the applicant's rebuttal. Based on the length of the meeting and the fact that two representative of the applicant spoke at different point during the process it is reasonable to conclude that the commission's hearing procedures were followed. Section 4 also clearly notes that the Chair has the authority to modify the normal order of the hearing. Nothing in the Petitioners submitted brief for a rehearing shows evidence of a clerical error.

I move that the petitioner did not present compelling evidence of a mutual mistake of fact affecting the outcome of the original hearing. As the petitioner notes the chair specifically announced that the state of the historic structure was not the issue being considered by the DDHC. The petitioner's plan failed to win approval not because it involved the demolition of an existing building but because it failed to meet the standards that the city set with the adoption of the Innovista Master Plan. The commission was charged with evaluating the petitioner's plan in accordance to the Innovista Design District Guidelines and those guidelines were the basis for the Commission's decision. Petitioner has not been denied the right to resubmit a new plan that meets the intent of the Innovista Design District Guidelines. The petition for a new hearing simply ask the Commission to reconsider the original submission. There is not compelling evidence in the Petitioners applications for a new hearing that meets the DDRC Rules and Regulations standards for granting a rehearing. The application does not provide new evidence which could not have reasonably been presented at the initial hearing, evidence of a clerical error, or evidence of a mutual mistake of fact affecting the outcome. On those standards I move that we deny the Petitioners applications for a new hearing;

Seconded by Dr. Skinner.

Chairman Ross asked for a roll call vote by staff:

**Mr. Monteith – aye**  
**Ms. Kaemmerlen – aye**  
**Ms. Whisnant – nay**  
**Mr. Marshall – aye**  
**Mr. Ross – nay**  
**Dr. Skinner – aye**  
**Ms. Hildebrand – nay**  
**Ms. Horne – nay**  
**Mr. Harper – nay**

**Vote of five (5) nays and four (4) ayes. Motion to deny fails.**

Mr. Fellows stated that the motion had failed. Mr. Ross stated the motion had failed and asked if another commissioner would like to offer another motion.

**Motion by Mr. Harper to grant the rehearing request for the project at 620 Blossom Street, 612 Devine Street, 617 Devine Street, 400 Pulaski Street, S/S Blossom Street, Pulaski Street, Pulaski Street for the reason that the D/DRC prevented any new information to be submitted by the applicant by not allowing the applicant the opportunity to respond to Commission concerns per Section 8 of Article IV that is a basis for granting rehearing;**

Seconded by Ms. Whisnant.

Chairman Ross asked for a roll call vote by staff:

**Mr. Monteith – nay**  
**Ms. Kaemmerlen – nay**  
**Ms. Whisnant – aye**  
**Mr. Marshall – nay**  
**Mr. Ross – aye**  
**Dr. Skinner – nay**  
**Ms. Hildebrand – nay**  
**Ms. Horne – aye**  
**Mr. Harper – aye**

**Vote of five (5) nays and four (4) ayes. Motion to grant rehearing fails.**

**Ms. Moore stated that the motion had failed.**

**Motion by Chairman Ross to grant the petition for rehearing based upon the procedural defects, included as clerical defects, as a reason to grant the rehearing per D/DRC Rules and Regulations;**

*Seconded by Mr. Harper.*

Ms. Moore stated for clarification that on the table was a motion to grant a rehearing.

As a motion was on the table, a roll call vote was done:

**Mr. Monteith – nay**  
**Ms. Kaemmerlen – nay**  
**Ms. Whisnant – aye**

**Mr. Marshall – nay**  
**Mr. Ross – aye**  
**Dr. Skinner – nay**  
**Ms. Hildebrand – nay**  
**Ms. Horne – aye**  
**Mr. Harper – aye**

**Vote of five (5) nays and four (4) ayes. Motion to grant rehearing fails.**

**Motion by Dr. Skinner** to ask petitioners Edwards and the Palmetto Preservation Corporation to return to the D/DRC at a later date with a new or amended proposal;

Seconded by Mr. Marshall.

Ms. Hildebrand stated she would need to second that too, they provided some information but there was not enough information about ward one.

Mr. Fellows stated the D/DRC is charged with the decision to grant or deny the request for a rehearing; it is not the D/DRC decision to ask the petitioners to resubmit. It is their choice to resubmit at any time.

Mr. Marshall asked if they had to keep making motions until a motion passed.

**Motion by Mr. Marshall** to deny the application for rehearing on the grounds the Commission does not feel they meet the requirements for a rehearing;

Seconded by Dr. Skinner.

Chairman Ross asked for a roll call vote by staff:

**Mr. Monteith – aye**  
**Ms. Kaemmerlen – aye**  
**Ms. Whisnant – nay**  
**Mr. Marshall – aye**  
**Mr. Ross – nay**  
**Dr. Skinner – aye**  
**Ms. Hildebrand – nay**  
**Ms. Horne – nay**  
**Mr. Harper – nay**

**Vote of five (5) nays and four (4) ayes. Motion to deny fails.**

Krista Hampton, Director of Planning and Development Services, suggested when making a motion, to explain what is being done and what the consequences are. That way, it will ensure that all [Commission] members understand the motion and the vote, and what the consequences of that vote would be.

**Motion by Mr. Marshall** to deny the application for rehearing, and the consequences will be that the applicant will not be able to come back before us with the same package, but where the applicant to choose to come with a new package it is always there available option, this would simply deny them to come back with the same package;

Seconded by Dr. Skinner.

A roll call vote was taken by staff:  
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**Mr. Monteith – aye**  
**Ms. Kaemmerlen – aye**  
**Ms. Whisnant – nay**  
**Mr. Marshall – aye**  
**Mr. Ross – nay**  
**Dr. Skinner – aye**  
**Ms. Hildebrand – nay**  
**Ms. Horne – nay**  
**Mr. Harper – nay**

**Vote of five (5) nays and four (4) ayes. Motion to deny fails.**

**Motion by Chairman Ross** that the D/DRC grant the petition for rehearing based upon the fact that there were procedural defects in the original hearing that were prejudicial to the applicant. Now in voting Aye for this motion, we will be allowing the applicant to come back next month and re-introduce their proposal. So we will be hearing it again and deciding upon the merits next month at the next month's meeting. If you vote nay, you will be stating that we are not allowing them to come back and present any additional information on the merits and they will be forced to bring back a brand new proposal whenever they decide to do so. Motion is on the table;

Seconded by Mr. Harper.

A roll call vote by staff:

**Mr. Monteith – nay**  
**Ms. Kaemmerlen – nay**  
**Ms. Whisnant – aye**  
**Mr. Marshall – nay**  
**Mr. Ross – aye**  
**Dr. Skinner – nay**  
**Ms. Hildebrand – aye**  
**Ms. Horne – aye**  
**Mr. Harper – aye**

**Vote of five (5) ayes and four (4) nays. Motion to grant rehearing granted 5-4.**

Mr. Ross indicated that the petition has been granted.

Ms. Kaemmerlen asked, as far as procedure, that no individual letters are to be sent to any of the Commission members regarding this [issue] by any party. Ms. Moore agreed, stating that is ex-parte communication, and any communication should be deferred to staff.

Staff will be scheduling this rehearing for the February 14, 2013 meeting. The item will be placed in the advertisement, property posted, and listed on the agenda. No additional information is needed from the applicant since this is a rehearing. Staff will be providing the same information that was provided at the December 2012 hearing.

## **V. OTHER BUSINESS**

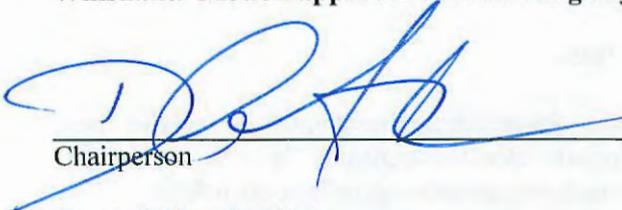
**None**

**VI. APPROVAL OF MINUTES**

Ms. Moore indicated that the December minutes were not available and will be available at the February Meeting.

**VII. ADJOURN**

**There being no further business, Motion to adjourn by Ms. Kammerlen; seconded by Ms. Whisnant. Motion approved 9-0. Meeting adjourned at 6:54 PM**



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Chairperson

2/14/13

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Date

**Respectfully submitted  
Planning and Development Services Department**