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**CITY OF COLUMBIA**  
**DESIGN/DEVELOPMENT REVIEW COMMISSION**

**April 8, 2021**

**Regular Session – 4:00 PM**

In the interest of public health and as authorized by City Council Ordinance 2020-032, the City of Columbia Design/Development Commission will conduct a virtual meeting using video conferencing technology on **Thursday, April 8, 2021**. Members of the Board will have the ability to remotely participate in voting and operational procedures via telephone or other means of electronic communication.

Accordingly, members of the public and/or media who want to observe the meetings may do so remotely by:

- a. Watch: The public may stream the meetings through CityTV accessed at <https://www.youtube.com/user/ColumbiaSCGovernment>.
- b. Email: The public may submit letters and statements via email to [cocboardmeeting@columbiasc.gov](mailto:cocboardmeeting@columbiasc.gov) leading up to and/or during the meeting as this account will be monitored during the meetings. Please note that to allow for timely and equal participation for all commenters, there is a 500-word maximum to emails/letters requested to be read into the record.
- c. Phone: The public may participate via phone. You may call: 855-925-2801. The meeting code: **7942**. Those participating by phone will receive three options on how to participate:
  - (star one) \*1 will allow you to listen
  - (star two) \*2 will allow you to record a voice mail message that will be read into the record.
  - (star three) \*3 will allow a participant to be placed in a queue, so they may speak live when prompted.
- d. Virtual participation via the web: The public may join the virtual meeting on the web at <https://publicinput.com/COCDRC-Apr2021>

As this is an ever-evolving situation, please continue to monitor [www.columbiasc.gov](http://www.columbiasc.gov) for additional information. Review of applications prior to release of the final hyperlinked agenda can be requested by calling 803.545.3333 or by email to [amy.moore@columbiasc.gov](mailto:amy.moore@columbiasc.gov). For additional information please visit our website at [www.columbiasc.net/planning-boards-commissions](http://www.columbiasc.net/planning-boards-commissions).

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**James Baker   Robert Broom   Sanford Dinkins   Angi Fuller Wildt**  
**Chloe Jaco   Ashley Johnson   Andrew Saleeby   Tom Savory   Taylor Wolfe**

Please note that any inquiries regarding these or other projects may ONLY be directed to staff, reachable at 803-545-3222, in order to avoid ex parte communications with commission members.

**\*\* Prior to participating in the meeting, please turn all electronic devices (cell phones, pagers, etc.) to a silent, vibrate or off position.\*\***

**I. CALL TO ORDER**

**II. CONSENT AGENDA  
DESIGN/ HISTORIC**

1. [1605 Park Street \(aka Park Circle\)](#) (TMS# R11307-02-01) Request for Certificate of new construction. *City Center Design Development District*
2. [1106 Sycamore Avenue](#) (TMS #09215-06-02) Request for Preliminary Certification of the Bailey Bill. *Seminary Ridge Protection Area*
3. [2316 Preston Street](#) (TMS # 09215-06-02) Request for Preliminary Certification of the Bailey Bill and exterior changes. *Old Shandon/Lower Waverly Protection Area A*
4. [1408 Fairview Drive](#) (TMS# 11414-07-10) Request for Certificate of Design Approval for an accessory structure. *Melrose Heights/Oak Lawn Architectural Conservation District*
5. [1213 Gladden Street](#) (TMS# 11414-21-04) Request for Certificate of Design Approval for an addition. *Melrose Heights/Oak Lawn Architectural Conservation District*

**APPROVAL OF MINUTES**

[March Minutes](#)

**III. REGULAR AGENDA  
URBAN DESIGN**

**HISTORIC**

1. [537 Santee Avenue](#) (TMS# 11308-10-03) Request for Certificate of Design Approval for an accessory structure. *Wales Garden Architectural Conservation District*
2. [1107 Woodrow Street](#) (TMS# 11414-18-10) Request for Certificate of Design Approval for exterior changes and request for preliminary certification for the Bailey Bill. *Melrose Heights/Oak Lawn Architectural Conservation District*
3. [1231 Gervais Street](#) (TMS# 11401-02-05) Request for Certificate of Design Approval for exterior alterations. *Individual Landmark, City Center Design Development District*
4. [915 Pine Street](#) (TMS# 11409-22-08) Request for Certificate of Design Approval for new construction. *Old Shandon/Lower Waverly Protection Area A*
5. [921 Pine Street](#) (TMS# 11409-22-05) Request for a Certificate of Design Approval for site improvements, appeal to a staff decision. *Old Shandon/Lower Waverly Protection Area A*
6. [Vacant lot adjacent 2225 Rembert Street](#) (TMS# 09012-09-13) Request for a Certificate of Design Approval for site improvements, appeal to a staff decision. *Elmwood Park Architectural Conservation District*
7. [3452 North Main Street](#) (TMS# 09112-07-01) Request for Preliminary Certification for the **DEFERRED** *National Register, North Main Corridor*

**IV. OTHER BUSINESS**

## V. ADJOURN

### CORRESPONDENCE

Please be advised that because of the amount of information provided to board members, and because the DDRC meetings are being held remotely and written communications cannot be distributed at these meetings, staff encourages members of the public who would like to submit written communication as part of the public record to do so in advance of the meeting if possible.

- If written comments are received prior to Wednesday, March 31<sup>st</sup>, these comments will be published with the DDRC packets and will be distributed to Commissioners the week prior to the meeting.
- If written comments are received after Wednesday, March 31<sup>st</sup> and before 4pm Wednesday, April 7<sup>th</sup>, they will be forwarded to DDRC Commissioners for their perusal.
- Statements submitted after 4pm Wednesday, April 7<sup>th</sup> will be read into the record. These will have a 500-word limit to allow for timely and equitable participation among all members of the public who wish to comment on a project. If longer written communication is desired, then that may be submitted as indicated above. There are also opportunities to leave voice mails or speak live during the meeting.

### CONSENT AGENDA

The Design Development Review Commission uses the consent agenda to approve non-controversial or routine matters by a single motion and vote. Examples of such items include residential site improvements such as fences, minor exterior changes, or signage. If a member of the DDRC or the general public wants to discuss an item on the consent agenda (at the beginning of the meeting), that item is removed from the consent agenda and considered during the meeting. The DDRC then approves the remaining consent agenda items.

### MEETING FORMAT

Applicants with requests before the DDRC are allotted a presentation time of 10 minutes. This time should include but is not limited to an overview of the project, case history, and any pertinent meetings held regarding the request. This time also includes all persons presenting information on behalf of the applicant such as attorneys, engineers, and architects. This time limit does not include any questions asked by the DDRC or staff regarding requests. PLEASE NOTE: **all** materials for a submission are due at the deadline date; any new materials presented at the meeting by the applicant may result in a deferral to allow the Commission adequate time for review.

Members of the general public are given the opportunity to address their concerns in intervals of 2 (two) minutes. **Anyone wishing to give testimony will be sworn in.** The DDRC reserves the right to amend these procedures on a case-by-case basis.

## **PUBLIC MEETING ACCOMMODATIONS**

It is the policy of the City of Columbia that all City-sponsored public meetings and events are accessible to people with disabilities. If you need assistance in participating in this meeting or event due to a disability as defined under the Americans with Disabilities Act (ADA), please call the City's ADA Coordinator at (803) 545-3009 or e-mail [Gardner.Johnson@columbiasc.gov](mailto:Gardner.Johnson@columbiasc.gov) as soon as possible but no later than 48 hours before the scheduled meeting or event to request an accommodation.