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**CITY OF COLUMBIA**  
**DESIGN/DEVELOPMENT REVIEW COMMISSION**  
**November 11, 2021**  
**Busby Community Center**  
**Minutes**

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**Members Present:** Chloe Jaco, Robert Broom, Mary Beth Sims Branham, Sanford Dinkins

**Members Absent:** Andrew Saleeby and Taylor Wolfe

**Staff:** Amy Moore, Lucinda Statler, Rachel Walling, Andrew Livengood, Megan McNish, Skye Robinson Barnes

**I. CALL TO ORDER**

Meeting was called to order at 4:01 PM by Chairperson Chloe Jaco. Ms. Jaco noted the virtual forum and explained methods of access by the public to the meeting. Ms. Moore also noted how the public could participate in the following ways:

- a. Watching the live stream 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. Phoning 855-925-2801 and entering the meeting code 2674 with three options to speak
  - i. (star one) \*1 will allow you to listen
  - ii. (star two) \*2 will allow you to record a voice mail message that will be read into the record
  - iii. (star three) \*3 will allow a participant to be placed in a queue, so they may speak live when prompted.
- d. Virtual Participation by joining the meeting on the web at <https://publicinput.com/COCDDRC-Nov2021>

Roll call, quorum established.

Ms. Moore proceeded with review of the Consent Agenda.

**II. CONSENT AGENDA**

**DESIGN/ HISTORIC**

1. **1314 Oak Street** (TMS#11411-16-18) Request for preliminary certification for the Bailey Bill. *Waverly Protection Area*

**STAFF RECOMMENDATIONS:**

Staff finds that the project at 1314 Oak Street generally complies with the pending Bailey Bill language proposed for inclusion in the City Ordinance and **recommends granting preliminary certification for the Bailey Bill with the following conditions:**

- a. The contractor will contact staff if additional damage is found during the course of work for further review;

- b. The project meeting or exceeding the 20% investment threshold requirements for qualified rehabilitation expenses;
- c. All work meeting the standards for work as outlined in the pending Bailey Bill ordinance doctrine;
- d. The approval is conditional upon the amendment of the City Ordinance to include the Bailey Bill as outlined above. Should changes be made prior to adoption, the project may require further review and approval by the D/DRC;
- e. All details deferred to staff.

2. **2143 Marion Street** (TMS# 09016-09-03) Request for preliminary certification for the Bailey Bill. *Cottontown/Bellevue Architectural Conservation District*

**STAFF RECOMMENDATIONS:**

Staff finds that the project at 2143 Marion Street generally complies with the pending Bailey Bill language proposed for inclusion in the City Ordinance and **recommends granting preliminary certification for the Bailey Bill with the following conditions:**

- a. The contractor will contact staff if additional damage is found during the course of work for further review;
- b. The project meeting or exceeding the 20% investment threshold requirements for qualified rehabilitation expenses;
- c. All work meeting the standards for work as outlined in the pending Bailey Bill ordinance doctrine;
- d. The approval is conditional upon the amendment of the City Ordinance to include the Bailey Bill as outlined above. Should changes be made prior to adoption, the project may require further review and approval by the D/DRC;
- e. All details deferred to staff.

3. **1212 Daly Street** (TMS# 13901-04-17) Request for Certificate of Design Approval for an addition. *Melrose Heights/ Oak Lawn Architectural Conservation District*

**STAFF RECOMMENDATIONS:**

Staff finds that the proposed addition at 1212 Daly Street is in keeping with Sections V and VI of the Melrose Heights/Oak Lawn Architectural Conservation design guidelines and **recommends granting a Certificate of Design Approval with all details deferred to staff.**

4. **1225 Fairview Drive** (TMS# 11414-19-02) Request for Certificate of Design Approval for an addition. *Melrose Heights/ Oak Lawn Architectural Conservation District*

**STAFF RECOMMENDATIONS:**

Staff finds that the proposed addition at 1225 Fairview Drive is largely in keeping with Sections V and VI of the Melrose Heights/Oak Lawn Architectural Conservation District design guidelines and **recommends granting a Certificate of Design Approval with the following conditions:**

- An additional window be added to the rear elevation and at least one window added to the left elevation with final approval of placement and details of the windows deferred to staff;
- All other details deferred to staff.

**APPROVAL OF MINUTES**  
**October Minutes**

Pause provided for public input. Ms. McNish and Mr. Livengood advised no calls or emails had been received.

Motion made by Mr. Dinkins to approve items 1-4 on the consent agenda and October minutes. Motion seconded by Mr. Broom. Roll call vote taken. Motion passed 4-0.

**III. REGULAR AGENDA**  
**URBAN DESIGN**

**HISTORIC**

1. **2314 Lincoln Street** (TMS# 09012-13-24) Request for a Certificate of Design Approval for exterior changes. *Elmwood Park Architectural Conservation District*

**STAFF RECOMMENDATIONS:**

Staff understands the desire to make changes to interior floor plans however, in order to remain consistent with the standards for the district and previous precedent, the applicant should retain the chimney above the roofline.

Staff finds that the project at 2314 Lincoln Street **does not comply with Sec. 17-2.5(g)(6)b2 of the City Ordinance and recommends denial** of the request for a Certificate of Design Approval for exterior changes.

Ms. McNish reviewed the project proposal. Agent, Dale Marshall, provided presentation on the project request. Discussion between applicant, DDRC staff, and board ensued.

Pause provided for public input.

Letters from neighbors, Kathy Schillaci, George C. Meriwether and Shawn Eubanks were read into record by Ms. Walling; all supporting the applicants request.

Motion made by Mr. Dinkins to deny the request for a Certificate of Design Approval for exterior changes at 2314 Lincoln Street based upon the design is not in compliance with Section 17-2.5(g)(6)b of the City Ordinance. Motion seconded by Mr. Broom. Roll call vote taken. Motion Passed 3-1. (Sims Branham voted no).

**IV. OTHER BUSINESS**

Update on a change to an approved project detail deferred to staff for 1300-1304 Assembly, 1103-1113 Lady Street

Ms. Statler reviewed the project and the situation surrounding the applicants request. Discussion between DDRC staff and board ensued.

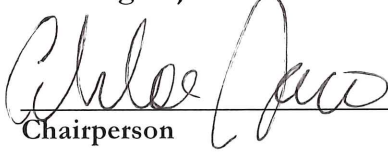
Ms. Moore announced that board member, Ashley Johnson, resigned from the DDRC commission. She also advised that DDRC meetings will be changing to the third Thursday of the month beginning in January of 2022 and meetings would be held at City Hall beginning in December of 2021.

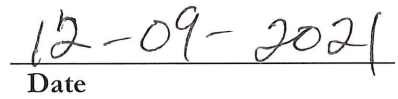
V. ADJOURN

Motion to adjourn by Mr. Dinkins.

Motion seconded by Mr. Broom.

Meeting adjourned at 4:41 PM.

  
Chairperson

  
Date

Respectfully submitted  
Planning and Development Services Department