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# CITY OF COLUMBIA

## DESIGN/DEVELOPMENT REVIEW COMMISSION

April 21, 2022

Regular Session – 4:00 PM

The City of Columbia Design/Development Review Commission will conduct a **meeting on Thursday, April 21, at 4pm, at City Hall Council Chambers, 1737 Main Street, Columbia, SC.** This meeting will be open to the public, and public comment may be provided in-person and virtually. In-person meetings will be socially distanced and face coverings are no longer required but are recommended.

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: **8841** 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/COCDDRC-Apr2022>

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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Mary Beth Sims Branham	Robert Broom	Sanford Dinkins
Chloe Jaco	Andrew Saleeby	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. [317 Wateree Avenue](#) (TMS# 11307-09-06) Request for preliminary certification for the Bailey Bill. *Wales Garden Architectural Conservation District*
2. [1418 Gladden Street](#) (TMS# 11414-10-13) Request for preliminary certification for the Bailey Bill and a Certificate of Design Approval for an addition and exterior changes. *Melrose Heights/ Oak Lawn Architectural Conservation District*
3. [1500 Main Street](#) (TMS#09014-09-16) Request for Certificate of Design Approval for exterior changes and preliminary certification for the Bailey Bill. *Individual Landmark/ City Center Design District*

**APPROVAL OF MINUTES**

[March Minutes](#)

**III. REGULAR AGENDA**

**URBAN DESIGN**

**HISTORIC**

1. [3310 Murray Street](#) (TMS# 13901-05-02) Request for a Certificate of Design Approval for exterior changes. *Melrose Heights/ Oak Lawn Architectural Conservation District*
2. [1218 Butler Street](#) (TMS# 13902-11-05) Request for a Certificate of Design Approval for an addition and exterior changes. *Melrose Heights/ Oak Lawn Architectural Conservation District*
3. ~~[2805 Lincoln Street](#)~~ (TMS# 09105-12-05) Request for a Certificate of Design Approval for an accessory building. *Earlewood Protection Area A*

**IV. OTHER BUSINESS**

1011 Bryan Street

**V. ADJOURN**

**CORRESPONDENCE**

Please be advised that because of the amount of information provided to board members, 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, April 13<sup>th</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, April 13<sup>th</sup> and before 4pm Wednesday, April 20<sup>th</sup>, they will be forwarded to DDRC Commissioners for their perusal.
- Statements submitted after 4pm Wednesday, April 20<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 includes 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.