



AGENDA
BOARD OF ARCHITECTURAL REVIEW
Council Chambers, Greer City Hall, 301 E Poinsett St., Greer, SC 29615
June 10, 2025 @ 10:00 AM
Public Hearing and Business Meeting

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service or activity of the City of Greer Planning Division, should contact Catrina Woodruff, ADA Coordinator at (864) 479-0965 or City Administrator (864) 848-5387 as soon as possible, but no later than 48 hours before the scheduled event.

I. ADVISORY MEETING

- A. June 2024 BAR Meeting Minutes
- B. August 2024 BAR Work Session Minutes
- C. February 2025 BAR Work Session Minutes

II. PUBLIC HEARING

- A. Public Hearing Presentation

III. NEW BUSINESS

- A. BAR 25-01

IV. OTHER BUSINESS

V. ADJOURN

Category Number: I.
Item Number: A.



AGENDA
BOARD OF ARCHITECTURAL REVIEW
6/10/2025

June 2024 BAR Meeting Minutes

ATTACHMENTS:

Description	Upload Date	Type
📎 June 2024 BAR Meeting Minutes	5/30/2025	Cover Memo



City of Greer
Board of Architectural Review Minutes
June 11, 2024

Members Present: Betsy Potter, Chair
Linda Wood, Vice-Chair
David Langley
Eddie Burch
Brandon Price

Absent:

Staff Present: Ashley Kaade, Planning Manager
Heather Stahl, Planner II

I. Call to order- Opening remarks

Ms. Potter called the meeting to order and read the opening remarks.

II. Minutes of Board of Architectural Review Meeting

ACTION – Mr. Burch made a motion to approve the minutes from the April 9, 2024 Board of Architectural Review meeting. Mr. Price seconded the motion. The motion carried with a vote of 5 to 0. The motion passed.

III. Public Forum

There were no speakers for public forum.

IV. Public Hearing

Ms. Potter read a brief statement about conducting the public hearing section of the meeting.

A. BAR 24-02 – 117 Trade addition

Mr. Langley recused himself for this item.

Ms. Potter opened the public hearing for BAR 24-02.

Staff presented the basic information for this request.

Mr. Langley was present to represent the project as the applicant. He explained that the goal of the project was to make the addition blend in with the existing structure. The business will be a special, high-end liquor store that needs inventory and storage space. They were able to find a similar match the brick on the façade, only slightly lighter. The green metal drive-thru awning will remain and the addition will be located behind. The owner is considering placing a silhouette of Winston Churchill in the drive thru window.

Ms. Potter closed the public hearing for BAR 24-02.

VI. New Business

A. BAR 24-02 – 117 Trade addition

Ms. Potter opened the business meeting for BAR 24-02.

Staff gave their recommendation of approval.

Mr. Birch asked what the plans for parking were, how the customers will access the building, if it is open to customers past 7pm, and if the window design will meet the historic district standards.

Mr. Langley explained that the existing parking would remain unchanged, the customers will still use the door on Trade Street, the hours were still being decided and that there were no windows on the addition because it was to be used as storage space.

Ms. Potter asked how far the addition would extend out. Mr. Langley explained that it would not extend past the existing awning, nor would it extend beyond the rear of the building.

Mr. Price asked when the building was built. Mr. Langley said he wasn't sure, but most likely in the 1950s.

Mr. Price asked if the owner would pressure wash the brick on the existing building so that it would more closely match the clean, new brick. Mr. Langley said that he would encourage the owner to do that.

ACTION – Mr. Price made a motion to approve the request. Mr. Birch seconded the motion. The motion passed with a vote of 4-0. The motion was approved.

VII. Other Business

Planning and Zoning Staff Report – Ms. Kaade reviewed the next steps for the new BAR initiatives. For the districts, we need to work on the application and for the individual listings of buildings, staff would be working on a draft letter to send to the homeowners.

VIII. Adjourn

Mr. Burch made a motion to adjourn. The meeting was adjourned at 11:01 am.

Category Number: I.
Item Number: B.



AGENDA
BOARD OF ARCHITECTURAL REVIEW
6/10/2025

August 2024 BAR Work Session Minutes

ATTACHMENTS:

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📎 August 2024 BAR Work Session Minutes	5/30/2025	Cover Memo



City of Greer

Board of Architectural Review Minutes

August 13, 2024

Members Present: Betsy Potter, Chair
David Langley
Brandon Price

Absent: Linda Wood, Vice-Chair
Eddie Burch

Staff Present: Ashley Kaade, Planning Manager
Heather Stahl, Planner II

I. Board work session

Ms. Kaade provided a recap of what was discussed as next steps at the last meeting. At the time, GIS had pulled addresses for the two potential districts to determine the number of owner-occupied properties vs. rental. The Mill Village was less than 50% owner occupied and Davenport was about 65% owner occupied. The plan for the current meeting was to discuss the 16 properties that were found by the Brockington Survey to be eligible for individual listings on the National Register of Historic Places.

Ms. Kaade pulled up the Brockington Survey to review the houses individually with the intent of discovering the any of the board members knew the homeowners to approach them and ask them if they would be interesting in applying for the National Register of Historic Places. She also provided the board with copies of a draft letter to send to the homeowners.

Ms. Potter recommended changing the phrasing in part of the letter. Mr. Langley suggested to include that it is possible to restore historic character as well.

Mr. Langley said that he knows the owner of 407 Trade, Mr. Chalkus. Ms. Kaade noted that with the recent changes to the property, it may no longer qualify. Ms. Potter added that 407 Trade may not be in the final version of the Brockington Survey. Ms. Kaade said that she would verify that all of the addresses match between the city's copy of the survey and the copy that Ms. Potter was using.

Mr. Price said that he may know the homeowner at 104 Merchant. He also may be about to find out who to address the letter to for the Church at 4085 Church Street. Ms. Potter said that she learned a little about the people who own the house on Randall next to the Church. The couple that lives there has a son involved in preservation, so they may be inclined to apply for the registry.

Ms. Kaade scrolled through all of the building photos in the study.

Mr. Price stated that the church on N. Main would likely be inclined to apply for their two buildings. He also knows the owner of 103 Pine.

Ms. Kaade said that the letter was worded to ask for the property owner's help in applying, but can be rephrased to inform that BAR is submitting their property for consideration. She will provide the board with a draft for approval before mailing.

Ms. Potter said that she is willing to approach the owners of 206 W. Poinsett.

Ms. Kaade added the board can also consider houses that were outside the survey area.

Mr. Price said that he knows the two owners of the service station on E. Poinsett. He also can contact the owner of 102 W. Main.

Ms. Kaade continued to show houses identified by the survey. The owners of the remaining properties are not local to the city. Ms. Potter's copy of the survey also identifies the Cannon Center, 301 N. Main, Victor Baptist at 105 S. Line St., the 420 E. Poinsett gas station, the old post office, as well as the old stadium in Davenport. Mr. Price said that it would be great to see a renovation there. Ms. Potter said that the mayor told her that there are a lot of structural issues with the wall around the field.

Mr. Price asked what the board should relay to the owners. Ms. Potter recommended that the board just asks them to keep an eye out for the letter.

Ms. Kaade thanked the board for the great conversation during the meeting. She said that she would make sure the spreadsheet with owner information and qualifying properties is accurate and will send to the whole group. She will also update the draft letter and send them out once approved by the board.

Mr. Langley expressed an interest in communicating BAR's goals with the mayor and council. Ms. Kaade said that she can share the letter with council as well. Mr. Langley suggested that Ms. Potter could update council on results at a council meeting to ensure that BAR has council's support.

Ms. Potter said that she believes council is aware, but would like to hold a work session with them to get momentum from the community and then go to council and pursue the new district overlays.

Mr. Langley would also like to reconsider the historical zoning in some areas, as the property uses may be outdated and there are new uses for old properties. Ms. Kaade said that the recent UDO update was addressing some of the inadequacies.

II. Adjourn

The meeting was adjourned at 11:31 am.

Category Number: I.
Item Number: C.



AGENDA
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February 2025 BAR Work Session Minutes

ATTACHMENTS:

Description	Upload Date	Type
📎 February 2025 BAR Work Session Minutes	5/30/2025	Cover Memo



City of Greer

Board of Architectural Review Minutes

February 11, 2025

Members Present: Betsy Potter, Chair
David Langley
Brandon Price
Linda Wood, Vice-Chair
Eddie Burch

Absent:

Staff Present: Ashley Kaade, Planning Manager
Heather Stahl, Planner II
Andy Boyles, Planner

I. Election of Officers

Ms. Wood asked the board if they would like to complete the election of officers for the 2025 meeting calendar. Mr. Langley made a motion to keep the officers the same. Mr. Burch seconded that motion. The motion carried with a vote of 5 to 0. The motion passed.

II. Board work session

Ms. Kaade began the work session by talking about the board's recommended changes made to the National Registry of Historic Places letter. The city also updated the saved copy of the Brockington Survey. Ms. Kaade asked the board to add their names to the list of historically eligible homes if they are willing to contact the homeowners directly.

Ms. Potter said that she could contact Kathryn James at the Greenville Federal Credit Union.

Mr. Price said that he could reach out to the owner of 104 Marchant.

Ms. Kaade said that staff will send out the letter to all of the property owners later in the week.

Mr. Boyles then explained the tasks he will be undertaking for the establishment of the two national historic districts. He will be collecting pictures and other information for the application.

Mr. Burch asked what the criteria for the historic district is. Mr. Boyles explained that it is the architecture and the age of the buildings. Ms. Kaade said there may need to be an update to the boundaries designated by the Brockington Survey.

Mr. Langley said that all the buildings in the Historic District don't have to contribute, but at least 50% of them should. Mr. Boyles said that architecture and industry make the Greer Mill district qualifying. The challenge will be educating the residents that there are almost no drawbacks to the designation.

Ms. Kaade said that it will be helpful to have the board at the public meetings to help educate residents. Ms. Potter said that SHPO said that the homeowners must send a notarized letter to object to the district designation.

Mr. Langley said there are no restrictions from being in the historic district, unless the homeowner takes tax credits or if the city decides to add an overlay. Ms. Kaade said that any new overlay would have a public hearing and community meetings.

Mr. Boyles said that staff will make an FAQ for the community meetings to help educate the homeowners. Mr. Burch asked when the community meeting might be. Ms. Kaade answered that it is to be decided. Ms. Potter said that an overlay would make sure that new construction matches the neighborhood feel.

Ms. Kaade said that May is National Historic Preservation month and the city is planning to do a proclamation at council again. Staff would like ideas for things to highlight in the city to help celebrate. Ms. Potter suggested highlighting some of the individual historic homes and the historic place designation. Mr. Burch also suggested highlighting individual properties like the Davenport house.

Mr. Langley discussed the idea to connect Greer Mill to downtown.

Mr. Byers said that planning staff is working on the Comprehensive Plan update and asked if the Board had any suggestions to highlight Cultural Resources since 2020. Ms. Burch suggested the Center for the Arts programs and sculptures.

Ms. Price said that he would like to see the letter to the individual homeowners go out as soon as possible. Ms. Potter said that she would like to know more about what structures qualify for Brockington.

III. Adjourn

The meeting adjourned at 11:04 am.



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Public Hearing Presentation

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Greer

City of Greer, SC

Board of Architectural Review

BAR 25-01

DOCKET NUMBER: BAR 25-01

APPLICANT: William Hilburn

ADDRESS: 230 Trade St

PARCEL ID NUMBER: G020000601501

REQUEST: Exterior building alterations
(gutters)

BAR 25-01

Aerial Map



BAR 25-01

Existing Conditions



BAR 25-01

Proposed Changes

I am requesting to paint the Wall on Randall Street which is currently painted red. I am requesting the wall paint to be Downing Sand (SW2822)

I am requesting to paint the Stucco part of the walls (lower portions of the wall) on Trade Street and Randall Street. No brick work or stone will be painted on Trade Street nor Randall Street that is not currently painted.

I am requesting to replace the current gutters with Copper gutters. If Copper gutters are not approved, I am requesting to paint the replacement gutters with the Rookwood Dark Brown (SW2808).

Thank you, I hope that clarifies what I intend to paint and what's not.

William R. Hilburn, III
Onawym 2, LLC

BAR 25-01

Gutter Type



BAR 25-01

UDO Language

UDO Section 3.1.E.3.b (Exterior Façade – Roof Finish Materials)

b. Gutter and Downspout Systems – copper and manufacturer painted metal with color characteristics in keeping with the Architectural Design Style.

UDO Section 3.1.E.5.t (Exterior Façade – Visible Configuration Elements)

t. Gutters and Downspouts – Gutters shall match the profile of the soffits. Half-round gutters are permitted. Downspouts shall connect to horizontal leaders and piped underground away all building structures and either connect to the city storm water system or dispense into a landscaped area designed to handle the storm water runoff.

UDO Section 3.1.E.5.aa (Exterior Façade – Visible Configuration Elements)

aa. All Colors – shall be selected from the Sherwin-Williams Exterior Color Preservation-Victorian and Arts & Crafts Color Palette or similar colors approved by Director or designee:

- i. Use colors to tie together the entire building front by considering the building as a whole, and then decide which details to emphasize, avoid colors that visually split the upper floors from the lower floor, and using the same color on the same architectural elements (i.e., window frames) can reinforce the patterns which tie together the building.
- ii. When choosing a color, consider the context or major colors on the surrounding buildings such as the commonality of brick and masonry colors in Downtown, muted a compatible tone to characterize a building and the avoidance of bright high-intensity colors.



Greer

City of Greer, SC

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Category Number: III.
Item Number: A.



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BAR 25-01

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