

ARTICLE XXVIII

(ARD) ARCHITECTURAL REVIEW DISTRICT (OVERLAY)

Section 28.01 Purpose

The City of Greenville contains neighborhoods with rich historic, architectural and/or environmental character. The preservation of these neighborhoods is directly linked to the economic, social, historical and cultural health and well-being of the community. The purpose of the Architectural Review District is to protect and preserve these assets and to prevent intrusions and alterations within the established district(s) which would be incompatible with their established character. It is further the intent of this district to encourage infill development that respects the context of the existing built environment, to promote local design qualities, to stabilize and enhance property values, and to reduce conflicts between new construction and existing development.

The Architectural Review District is an Overlay District. This means that the standards of this Article are requirements which must be met in addition to the established requirements and standards of the base district over which the Architectural Review District is placed.

Section 28.02 Definitions

As used in this Article, the following words shall be defined as follows:

- A. **Alteration** means any action to change, modify, reconstruct, remove or demolish any exterior features of an existing structure or site within the Architectural Review District. For the purpose of this item, ordinary maintenance to correct any deterioration, decay or damage to a structure of premises and to restore the structure as nearly as practicable, is excluded from the definition of **alteration**, provided such work does not involve a change in type of building materials.
- B. **Architectural Character** means the style, design and general arrangement of the exterior of a building or other structure including the type and texture of the light fixtures, signs and other appurtenant fixtures. In the case of an outdoor advertising sign, **exterior features** means the style, material, size and location of the sign.
- C. **Applicant** means any person, persons, association, organization, partnership, unit of government, public body or corporation who applies for a Certificate of Appropriateness in order to undertake an environmental change within the District.
- D. **Board** means the Architectural Review Board of the City of Greenville.
- E. **Certificate of Appropriateness**: means a certificate authorizing any environmental change within the Architectural Review District.

- F. A District@ means the Architectural Review District.
- G. A Environmental Change@ means the construction, alteration, demolition or removal of any property subject to the provisions of this Article.
- H. A Preserve@ or A preservation@ means the process, including maintenance, of treating an existing building to arrest or slow future deterioration, stabilize the structure and provide structural safety without changing or adversely affecting the character or appearance of the structure.
- I. A Owner@ shall mean the owner of record, and the term shall include the plural as well as the singular.

Section 28.03 District Boundaries

The Architectural Review District shall consist of areas to be identified and designated by City Council under separate ordinance. The designation of such areas shall be made by Council after obtaining a recommendation from Planning and Zoning Commission, and holding a public hearing.

Section 28.04 Architectural Review Board

- A. Establishment

The Architectural Review Board is hereby established consisting of nine (9) members being owners/ residents of the City appointed by Mayor for terms of three (3) years, except that the term for two (2) members of the first Board shall be for one (1) year and the term for another two (2) members of the first Board shall be for two (2) years. At least one (1) member of the Board shall also be a member of the Planning and Zoning Commission, and at least one (1) member of the Board shall also be a member of City Council. One (1) member shall be a representative of Main Street Greenville (ex-officio, no term limits). At least two (2) members of the Board shall be downtown property-owners, and two (2) members shall be downtown business owners of the Architectural Review District. Two (2) members shall be professionals in the field. In appointing members, the Mayor shall make good faith effort to appoint persons with professional training in the fields of architecture, design, historic preservation, planning or related disciplines.

- B. Procedures

The Architectural Review Board (ARB) shall meet once a month. Twenty-four (24) hour prior notice shall be required for a legally called meeting, unless prior notification is unanimously waived by all members of the ARB.

- C. Quorum

Five (5) members of the Board shall constitute a quorum. The concurring vote of four (4) members of the Board shall be necessary to pass any motion or action.

D. Procedures

The Architectural Review Board shall adopt its own other procedural rules and guidelines.

Section 28.05 Certificate of Appropriateness Require

No environmental change shall be made to any property within the Architectural Review District until a Certificate of Appropriateness has been properly applied for, and issued by the Board. No zoning permit, building permit, or certificate of zoning compliance shall be issued by the Zoning Enforcement Officer for any construction, reconstruction, alteration or demolition of any structure now or hereafter in the Architectural Review District or subject to the process as specified in this Ordinance, unless a Certificate of Appropriateness has been authorized by the Board.

Section 28.06 Procedure for Certificate of Appropriateness

- A. The application for a Certificate of Appropriateness shall be made on such forms as prescribed by the Zoning Enforcement Officer, along with such plans, drawings, specifications and other materials as may be needed by the Board to make a determination. At a minimum, such information shall include the following:
 - 1. A site plan showing building outlines, dimensions and landscaping.
 - 2. A complete description of the proposed environmental change.
- B. Applications for a Certificate of Appropriateness shall be filed with the Zoning Enforcement Officer at least ten (10) days prior to the meeting of the Architectural Review District Review Board.
- C. The Board shall determine whether the proposed change is appropriate to the preservation of the environmental, architectural or historic character of the Architectural Review District, pursuant to the criteria specified in Sections 30.07 and 30.08 below.
- D. In determining the appropriateness of a specific environmental change, the Board may conduct a public hearing on the project and/or solicit input from consultants to the City.
- E. If no action is taken by the Board within ninety (90) days from the date of application, the Certificate of Appropriateness shall be issued as a matter of law.

Section 28.07 Criteria of Evaluation of Application for Certification of Design Appropriateness

In considering the appropriateness of any proposed environmental change, including landscaping or exterior signage, the Architectural Review

Board shall consider the following:

- A. The visual and functional components of the building and its site, including but not limited to, building height, massing and proportion, roof shape and slope, landscaping design and plant materials, lighting, vehicular and pedestrian circulation and signage.
- B. The distinguishing original qualities or character of a historic building, structure, site and/or its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural or environment features should be avoided when possible.
- C. All buildings, structures and sites shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier appearance inconsistent or inappropriate to the original integrity of the building shall be discouraged.
- D. Whereas changes which may have taken place in the course of time are evidence of the history and development of a building structure or site and its environment, if these changes are deemed to have acquired significance, then this significance shall be recognized and respected.
- E. Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be treated with sensitivity.
- F. Significant architectural features which have deteriorated shall be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture and other visual qualities. Repair or placement of architectural features should be based on accurate duplication of the feature, and if possible, substantiated by historic, physical or pictorial evidence rather than on conjectural designs or availability of different architectural elements from other buildings or structures.
- G. The surface cleaning of masonry structures shall be undertaken with methods designed to minimize damage to historic building materials. Sandblasting and other cleaning methods that will damage the historic building materials should be avoided.
- H. Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural or cultural material, and such design is compatible with the size scale, color, material and character of the property, neighborhood or environment.
- I. Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the original structure would be unimpaired. Additions to the least significant and least visible of historic properties should be given priority over other

designs.

Section 28.08 Design Criteria

A. Existing Structures and Premises

Reconstruction or rehabilitation within the Architecture Review District shall conform to the distinguishing, original exterior qualities or character of the structure, its site, and its surrounding environment.

B. New Construction

The design of new structures and of additions to existing structures, including new site improvements, shall take into account the architectural style, general design, arrangement, texture, material and color of other structures and properties within the district.

C. Materials

All new structures and all reconstruction or remodeling of existing structures within the Architectural Review District shall utilize natural traditional exterior materials such as brick, stone, masonry and/or wood. The use of contemporary materials, such as aluminum and other similar metals, fiberglass and plastic for exterior surfaces on architecturally significant structures shall be prohibited unless the use of such materials would contribute to the enhancement of existing traditional materials and the overall integrity and longevity of the structure.

E. Color

Traditional colors and combinations of those colors that are both identified with the origin or the era in which the structure of property was originally built, shall be used for exteriors for all new structures to be built and reconstruction, remodeling and exterior maintenance of existing structures within the Architectural Review District.

F. Signs

All signs within the Architectural Review District shall conform to color and material standards of this Section, be of such size, scale, style and design that reflects the era during which the structure was built. Sign size and shape shall also respond to the existing proportions of period structures, and sign shall not be permitted to cover, blank-out or close existing window and doorway openings or otherwise hide important architectural features.

Section 28.09 Demolition of Structures

In cases where an applicant applies for a Certificate of Appropriateness to demolish a structure within the Architectural Review District, the Architectural Review Board shall grant the demolition and issue a Certificate of Appropriateness when at least one of the following conditions exist:

- A. The structure contains no features of architectural and historic significance to the character of the individual precinct within which it is located.
- B. There exists no reasonable economic use for the structure as it exists or as it might be restored, and that there exists no feasible and prudent alternative to demolition.
- C. Deterioration has progressed to the point where it is not economically feasible to restore the structure.

Section 28.10 Maintenance

Nothing in this Article shall be construed to prevent ordinary maintenance or repair of any property within the Architectural Review District, provided such work involves no change in material, design, texture, color or exterior appearance; nor shall anything in this Article be construed to prevent any change, including the construction, reconstruction, alteration or demolition of any feature which in the view of the Zoning Enforcement Officer is required for the public safety because of an unsafe, insecure or dangerous condition.

Section 28.11 Appeals

Any applicant aggrieved by any decision of the Board may appeal the decision to the City Council. Such appeal shall be taken by the filing of a written statement, setting forth the grounds for the appeal, with the Clerk of City Council within thirty (30) days of the decision of the Board. The City Council may reverse, remand, or modify such decision and shall state the reasons therefore.

Section 28.12 Penalty

- 1. Whoever constructs, reconstructs, alters or modifies any exterior architectural or environmental feature now or hereafter within the Architectural Review District in violation of this Article, shall be deemed to be guilty of an unclassified misdemeanor, subject to the penalties specified in Section 4.11 of this Ordinance.

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