

# Design Review Board

Official Public Notice



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## PUBLIC NOTICE

To: Property Owners, Owners of property located within 500 feet of the following Applications, and Neighborhood Association Representatives.  
From: Planning and Development Staff  
Subject: Upcoming Applications for the Design Review Board – Urban Design Panel  
Date: December 23rd, 2020

Public meetings will be hosted virtually online and can be accessed at [greenvillesc.gov/meeting](http://greenvillesc.gov/meeting) using the password meetnow. Instructions to access the meeting, and information regarding a remote viewing location, are included at the end of this notice.

**A remote meeting viewing location has been set up at the Greenville Civic Center at 1 Exposition Drive in Room 202A.**

The City of Greenville Design Review Board – Urban Design Panel will hold a Public Hearing on **Thursday, January 7th, 2021 at 4:00 PM** via the virtual meeting platform, Webex, for the purpose of considering the following applications:

**A. Old Business (public hearing)**

- i. None

**B. New Business (public hearing)**

**i. CA 20-681**

Application by ST. CLAIR SIGNS for an EXCEPTION TO SIGN STANDARDS for monument signage for 'Mitsubishi Motors' at 325 Woodruff Rd. (TM# 025900-01-00303).

Documents:

[PUBLIC NOTICE PACKAGE - CA 20-681 - JANUARY 2021 - 325 WOODRUFF RD..PDF](#)

**ii. CA 20-682**

Application by ST. CLAIR SIGNS for an EXCEPTION TO SIGN STANDARDS for monument signage for 'Truck Farm' at 325 Woodruff Rd. (TM# 025900-01-00303).

Documents:

[PUBLIC NOTICE PACKAGE - CA 20-682 - JANUARY 2021 - TRUCK FARM SIGNAGE.PDF](#)

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**iii. CA 20-775**

Application by BILL DONOVAN for an EXCEPTION TO SIGN STANDARDS for monument signage for 'Honda' at 330 Woodruff Rd. (TM# 026200-01-00103).

Documents:

[PUBLIC NOTICE PACKAGE - CA 20-775 - 330 WOODRUFF RD..PDF](#)

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**iv. CA 20-778**

Application by EQUIP STUDIO for a CERTIFICATE OF APPROPRIATENESS for a rooftop addition at 21 Augusta St. (TM# 008900-01-01900).

Documents:

[PUBLIC NOTICE PACKAGE - CA 20-778 - 21 AUGUSTA ST..PDF](#)

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You are invited to review documents relating to these applications before the public hearing. Application materials are posted online at <http://www.greenvillesc.gov/drbc>. You may contact the Planning Office at (864) 467-4476 for more information. Application materials are subject to change.

You will have the opportunity to voice your comments at the public hearing. Each speaker is limited to 3 minutes. Repetitive statements should be avoided; individuals sharing similar concerns are encouraged to appoint a spokesperson to represent their group. Alternatively, you may submit written comments to: Planning & Development Office, PO Box 2207, Greenville, SC 29602, by fax at (864) 467-4510, or by email at [planning@greenvillesc.gov](mailto:planning@greenvillesc.gov).

Written comments must be received by 2PM Monday before the hearing in order to be given adequate time for consideration by the Board before the hearing. Comments received after 2PM Monday will be provided to the Board at the hearing. Please reference the application number and include your name and address on all correspondence. All comments will be made part of the public record.

In some cases the applicant may be required, as part of the application process, to hold a neighborhood meeting before the application is heard by the Board. Property owners within 500' of the application site would then be notified by mail. A property owner that directly abuts the proposed project or owners of 20% of parcels within 500' may also request a meeting. Contact the Planning and Development Office for further instructions.'

**Webex Meeting Instructions**

[Steps for Online Access](#)

1. Visit [greenvillesc.gov/meeting](http://greenvillesc.gov/meeting). You can also go to [greenvillesc.gov](http://greenvillesc.gov) and click on ONLINE MEETING.
2. Join Event: Design Review Board Meeting – Urban Panel 1/7/2021

Enter your: First Name  
Enter your: Last Name  
Enter your: Email Address  
Enter the event password: meetnow  
Click: Join Now

#### Steps for Phone Access

1. Dial: +1-415-655-0002
2. Enter Access Code: 179-028-4098

#### Remote Viewing Location

A remote meeting viewing location has been set up at the Greenville Civic Center at 1 Exposition Drive in Room 202A.

All attendees at the remote viewing location will be subject to a temperature screening with a touch-less forehead thermometer. Anyone with a temperature reading above 100 degrees Fahrenheit will not be admitted. Attendees will be required to wear a covering over their mouth and nose, unless it violates a religious tenant or belief or causes difficulty breathing. The City seeks input from citizens while adhering to public health and safety guidelines.

#### Procedure for Public Comment during Meeting

1. The Design Review Board Chair will read through each agenda item and call for a list of names who wish to speak during public comment. The public shall communicate directly with the Planning Staff Liaison if they wish to speak on the specific agenda item.
2. The Planning Staff Liaison will take a list of names, which will be called in order at the time of the specific agenda item, to provide public comment.
3. The Planning Staff Liaison will communicate directly with the public during the public portion of each item to provide comments on the specific agenda item.
4. Each member of the public shall provide their comments when their name is called by the Planning Staff Liaison.
5. Each member of the public will have 3 minutes to speak on the specific agenda item. When speaking: Begin by clearly stating your name and address for the record. Please spell your name if it is prone to be misspelled. The 3-minute timer will start after you provide this information. Please do not repeat information already presented by someone else and avoid off-topic statements. Those who wish to share similar concerns are encouraged to appoint a spokesperson to speak on behalf of the group. Direct all comments and questions to the chairperson, who will respond or direct the question to the appropriate party for response.
6. The Planning Staff Liaison will continue through the list of names until all members of the public who wished to speak on the specific agenda item have had an opportunity.
7. Once all names are called and public comment provided, the public portion for that specific agenda item will be closed.

