



**REGULAR MEETING OF ARCHITECTURAL REVIEW BOARD**  
**AMENDED**

**APRIL 6, 2026 - 5:30 PM**

MUNICIPAL COURTROOM  
2222 HIGHMARKET STREET  
GEORGETOWN, SOUTH CAROLINA

Notice of this meeting has been made in accordance with the South Carolina Code of Laws as amended.

**I. CALL TO ORDER**

**II. ELECTION OF OFFICERS**

- A. Election of Chairman
- B. Election of Vice Chairman

**III. APPROVAL OF MINUTES**

- A. Approval of Minutes from the March 2, 2026 Architectural Review Board Regular Meeting
- B. Approval of Minutes From the March 10, 2026 Architectural Review Board Special Meeting

**IV. PUBLIC INPUT ON NON-AGENDA ITEMS**

**V. OLD BUSINESS**

- A. **ARB-2026-0004 - Request: Fence.** Request to establish a new 6 ft tall wood privacy fence on the south and west property lines for a residential property located at 932 Duke St. (TMS#: 05- 0027-096-00-00), within the R4 Zoning District and the HB Historic Buildings District.
  - 1. Staff Presentation
  - 2. Applicant Presentation
  - 3. Public Input (*Chairman to determine time limit in accordance with Article III Section 5 of the Architectural Review Board bylaws*)
  - 4. Applicant Reply
  - 5. Motion and Board Discussion
- B. **ARB-2026-0006 - Request: Repair, Fence.** Request to revise original approval, modifying front porch stair design from brick to wood, front yard fence picket spacing from a 4" gap to a 3" gap, and extend previously approved shadowbox fence down the right side of the property, tapering down from 6 ft to 4 ft to meet side front gate for a residential property located at 318 St James St. (TMS#: 05-0030-130-00-00), within the R4 Zoning District and the HB Historic Buildings District.
  - 1. Staff Presentation
  - 2. Applicant Presentation
  - 3. Public Input (*Chairman to determine time limit in accordance with Article III Section 5 of the Architectural Review Board bylaws*)
  - 4. Applicant Reply

5. Motion and Board Discussion

**VI. NEW BUSINESS**

**A. ARB-2026-0007 - Request: Alteration.** Request for the alteration of a commercial structure to include removal of wood framed structures, replacement of decking and new handrails, construction of new balcony and stairs, and new windows and doors on harborwalk side of structure, as well as the installation of new windows and repainting of the front facade for a commercial property located at 807 Front St. (TMS#: 05-0029-090-00-00), within the CC Zoning District and the HB Historic Buildings District.

1. Staff Presentation
2. Applicant Presentation
3. Public Input *(Chairman to determine time limit in accordance with Article III Section 5 of the Architectural Review Board bylaws)*
4. Applicant Reply
5. Motion and Board Discussion

**B. ARB-2026-0008 - Request: Alteration/Repair.** Request to repair rot, install new impact resistant metal clad glass windows for insurance compliance, and raise brick 8" for the front facade of a commercial property located at 920 Front St. (TMS#: 05-0026-162-00-00), within the CC Zoning District and the HB Historic Buildings District.

1. Staff Presentation
2. Applicant Presentation
3. Public Input *(Chairman to determine time limit in accordance with Article III Section 5 of the Architectural Review Board bylaws)*
4. Applicant Reply
5. Motion and Board Discussion

**C. Approval of revised 2026 Application Agenda.**

1. Staff Presentation
2. Public Comment
3. Motion and Board Discussion

**VII. BOARD DISCUSSION**

**A.** Discuss the request to place a prefabricated shed on the residential property located at 419 Queen Street. While the proposed siding and roofing materials appear appropriate, Article XX, Section 2012.3, Item 15 states that prefabricated carports and sheds are not permitted.

**VIII. MOTION TO AUTHORIZE CHAIRMAN AND STAFF TO TYPE HANDWRITTEN CHANGES ON THE ORDERS OF THE BOARD**

**IX. ADJOURNMENT**

MAYOR  
JAY DOYLE

CITY ADMINISTRATOR  
SCOTT WHITTIER

CITY CLERK  
STEPHANIE BUCCIONE



COUNCIL MEMBERS  
MAYOR PRO TEMPORE  
JESSIE WALKER

BRUCE CARL  
ERIN ETHRIDGE  
TAMIKA WILLIAMS-OBENG  
SHARON MELTON  
HOBSON HENRY MILTON

Planning and Community Development  
(843) 545-4010

## **CITY OF GEORGETOWN ARCHITECTURAL REVIEW BOARD**

**MEETING DATE:** April 6, 2026

**AGENDA ITEM:** ARB-2026-0004 – **Request: Fence.** Request to establish a new 6 ft tall wood privacy fence on the south and west property lines for a residential property located at 932 Duke St. (TMS#: 05-0027-096-00-00), within the R4 Zoning District and the HB Historic Buildings District.

**CURRENT STATUS:**

1. The property is owned by ADJAY Properties LLC.
2. The property is zoned High Density Residential (R4) (*Reference Item 1*).
3. The property is within the Historic Buildings Design Overlay District (*Reference Item 1*).
4. The 2040 Comprehensive Plan shows this property as Historic District Residential (*Reference Item 2*).
5. This property is not within flood zone (*Reference Item 3*).
6. The intended use of the property is single family residential.

**POINTS TO CONSIDER:**

1. This property does contribute to the Historic District (*Reference Item 1, Reference Item 4*).
2. If approved, a building permit application, a copy of the COA, and applicable fees are required to be submitted to the building department prior to any construction or alterations.

**APPLICABLE GUIDELINES:** *All applicable guidelines can be found in the City of Georgetown Unified Development Ordinance Article XX: Historic Buildings District on the City of Georgetown website.*

### **2012 Standards for Residential Properties – Setting**

#### **2012.2 Fences, Gates, and Walls**

##### **2012.201 Policy and Justification**

Historic fence materials such as cast and wrought iron, brick, and woven wire should be preserved and maintained. The installation of new fences in keeping with traditional locations, designs and materials is appropriate for the historic district. Vinyl and similar synthetic fencing materials are incompatible and not approvable.

##### **2012.202 Standards**

- (1) Repair or replace fence or wall materials with in-kind materials.
- (2) Installation of new wood picket fences in front yards or privacy wood fences in side or rear yards is appropriate if they are in traditional and permitted dimensions and designs. Fences should have pickets no wider than 4 inches and should be set apart a maximum of 3 inches. Wire fences should not be more than 4 feet tall. Privacy fences

constructed of wood board should be located in rear yards and generally be no taller than 6 feet. Higher fences may be considered subject to code limitations.

(3) Preserve original cast and wrought iron, woven metal wire, or brick fences and walls. If historic fences or walls are missing, they may be reconstructed based on physical or pictorial evidence.

(4) Cast iron fences may be added to buildings constructed in the mid- to late-19th and early 20th centuries. Cast iron fences are not appropriate for dwellings built after the mid-20th century.

(5) Chain link, concrete block, or synthetic materials are not appropriate for the historic district in front yards or readily visible side yards. Split or horizontal rails, railroad ties, or timbers are inappropriate for front yards or elsewhere if readily visible.

(6) Fence posts, rails, and other framing members should be on the inside of the fence facing the dwelling rather than the street and sidewalk.

(7) Fence gates should be designed to be compatible with the overall fence design and consistent with the age and style of the dwelling.

(8) For safety reasons Code requires that fences within 10 feet of streets be no taller than 3 feet or transparent so as to not obstruct the view of vehicles attempting to exit the property. Taller fences located more than ten feet from the public right-of-way may be considered. Fences should be located behind either the front plane of any open front porch of the building and that of any open front porch of any adjacent dwelling or behind any significant side elevation architectural feature (such as a bay window, porte-cochere or building projection) of the building, whichever is the lesser distance from the street.

(9) Privacy fences of flat boards in a single row are preferred to shadowbox (alternating boards) designs. Fences with flat tops, “dog ear,” or Gothic (pointed tops) designs are acceptable if the design is consistent with the house style. “Stockade” designs are prohibited. Fences should be stained or painted to blend with the dwelling or building. Privacy fences of brick or pierced brick are less appropriate for the historic district than those of wood but may be considered for rear yards.

(10) Where residential properties are adjacent to commercial or other non-residential uses, alternative fence heights may be considered.

## **APPLICABLE ZONING CODES:**

### **403.4 R4 District (High Density Residential)**

It is the intent of this district to provide areas for high density residential development and open areas where similar development is likely to occur. Limited professional services are permitted in the district provided that they meet applicable standards and are limited so as not to encourage general business activity. In order to achieve the intent of the R4 District as shown on the Zoning Map of the City of Georgetown, South Carolina.

### **404.3 HB District (Historic Buildings)**

It is the intent of this district to protect, preserve and enhance the distinctive architectural and cultural heritage of the City of Georgetown as part of the educational and patriotic heritage of future generations, promote the cultural, economic and general welfare of the people of the City of Georgetown, foster civic pride, encourage harmonious, orderly and efficient growth and development of the City of Georgetown, to strengthen the local economy, and improve property values. It is the hope of the City that by encouraging a general harmony of style, form, proportion and material between buildings of historic design and those of contemporary design, the City's historic building district will continue to be a distinctive aspect of the City and will serve as visible reminders of the significant historical and cultural heritage of the City of Georgetown and the State of South Carolina. No building permit for construction, alteration, repair, moving,

or demolition to be carried on within the district shall be issued by the Zoning Administrator until it is submitted to the Board of Architectural Review for its approval. (Ord. of 8-17-2000, § 1)

## **803 Fences**

### **803.1 Height.**

Fences shall not exceed eight feet in height in R-1, R-2, R-3, R-4 and MR Districts. The maximum height for fences in the IC, CC, GC, LI, and HI Districts shall be twelve feet.

### **803.2 Adequate light and air:**

Fences which are located outside of the normal building setback area that are greater than six feet in height shall be required to be constructed so that opacity levels do not exceed seventy-five per cent. Fences which are constructed within building setback areas may be one hundred per cent opaque.

### **803.3 Historic Buildings District:**

Any fence proposed to be located within the Historic Buildings District shall be reviewed and approved by the Board of Architectural Review prior to construction or erection.

## **804 Vision Clearance**

In all zoning districts established by this Ordinance, except the Core Commercial District and Intermediate Commercial District, no fence, wall, shrubbery, sign, sign structure, building or other obstruction to vision between the height of three feet and ten feet above finished street grade shall be located within the triangular area created by connecting points located on the property line a distance of ten feet and forty feet, respectively, from the corner of all intersections, including driveway intersections.

### **OPTIONS:**

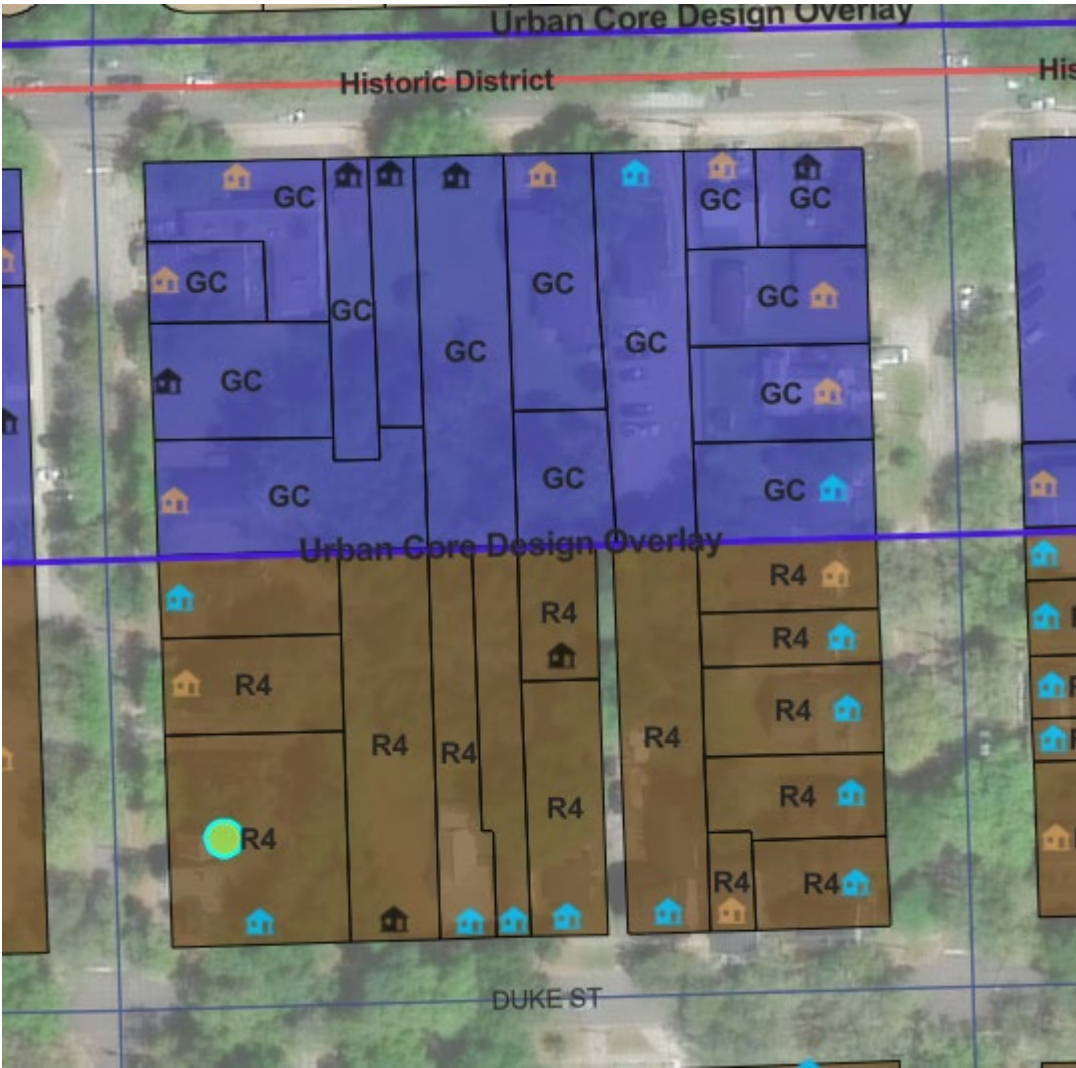
1. Approve request as submitted by applicant.
2. Approve application with conditions imposed by the Architectural Review Board.
3. Deny request.
4. Defer request for more information. *(The time limit of deferral must be mutually agreed upon between the board and the applicant)*

**REFERENCE MATERIALS**

**REFERENCE ITEM 1:** City of Georgetown Zoning Map *Please note the new Historic District Survey layer indicators. Orange indicates a Non-Contributing status, Blue indicates a Contributing status, black indicates no survey.*



Parcel View



Block View

**REFERENCE ITEM 2:** City of Georgetown Future Land Use Map *Approximate position of property in question indicated by dot.*



**REFERENCE ITEM 3:** FEMA Flood Map



**REFERENCE ITEM 4: Historic District Resource Survey**

**Statewide Survey of Historic Properties**  
State Historic Preservation Office  
South Carolina Department of Archives and History  
8301 Parklane Rd.  
Columbia, SC 29223-4905 (803) 896-6100

Control Number: U / 43 / 191-0230  
Status County No Site No  
Quad Name: Georgetown South  
Tax Map No.: 05-0027-096-00-00

**Intensive Documentation Form**

**Identification**

Historic Name: Baxter House

Common Name:

Address/Location: 932 Duke Street

City: Georgetown

County: Georgetown

Vicinity of:

Ownership: Private

Category: building

Historical Use: Domestic

Current Use: Domestic

**National Register of Historic Places Information**

SHPO National Register Determination: Contributes to Listed District

Notes on National Register Status: Georgetown Historical Society Site # 124.

Other Designation:

**Property Description**

Construction Date: c. 1899

Commercial Form:

Stories: 2 stories

Alteration Date: c. 1980, c. 200

Historic Core Shape: L

*Roof Features*

Shape: cross gable

Materials: composition shingle

*Porch Features*

Porch Width: facade and left elevation

Shape: gable-on-hip or shed

Construction Method: frame

Exterior Walls: weatherboard

Foundation: brick pier with fill

Significant Architectural Features: Folk Victorian gabled-ell; interior chimney exposed rafters, decorative brackets at corners, single-leaf door with sidelights and transom, 1-story wing at left elevation with rear porch in rear.

Alterations:

c. 1980; foundation stuccoed, steps rebuilt, replacement porch. c. 2000 2/2 sash replaced with 1/1 sash.

Architect(s)/Builder(s):

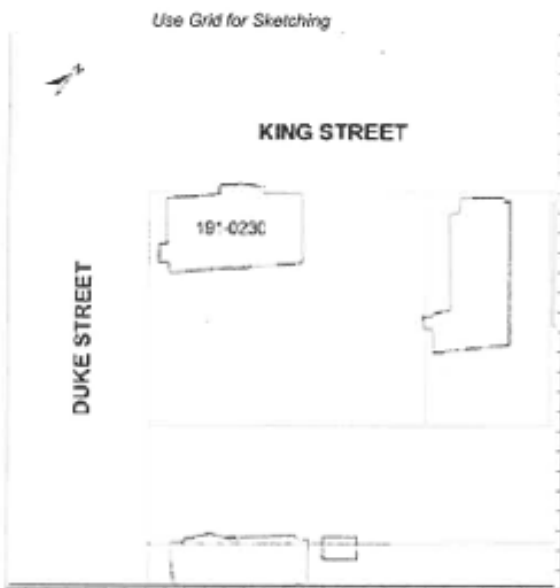
**Historical Information**

Historical Information: Residence of Jonathan A. Baxter (1854-1927), an African-American city official and member of the South Carolina House of Representatives (1884-1890).

Source of Information: "Gullah Roots: A Tour of African-American Georgetown", (David H. Drayton). Sanborn Maps: 1888, 1899.

**Photographs**

Roll No.	Neg. No.	View of
		Façade and Side Elevations, Looking E
		Façade and Side Elevations, Looking N
		Rear and Side Elevations, Looking SW



**Program Management**

Recorded by: Ellen Jenkins (TRC)

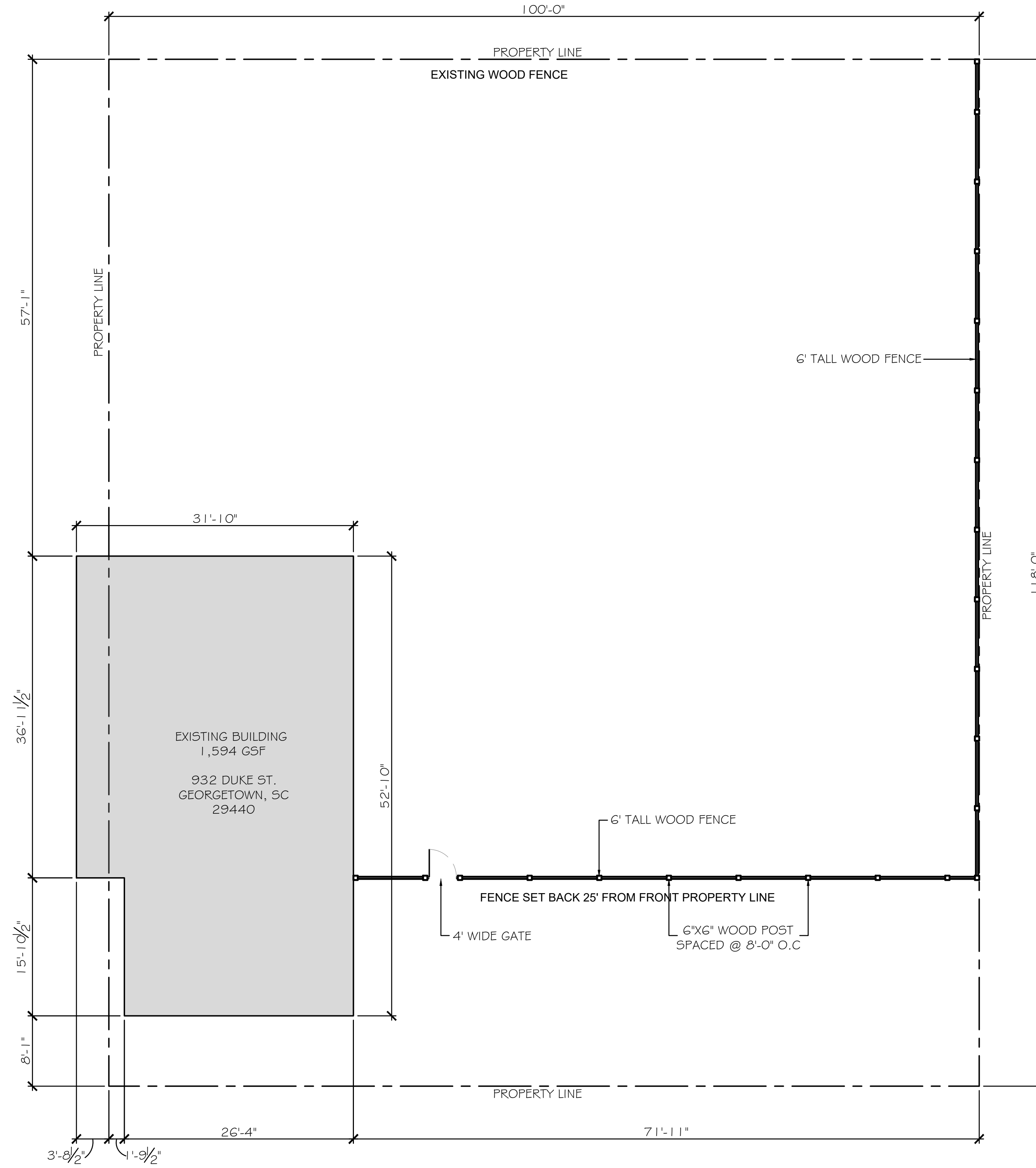
Date Recorded: 6/26/2010

191-0230: 932 Duke Street





ARB-2026-0004



A2  
A001 SITE PLAN  
SCALE: 1/8" = 1'-0"

LEGEND

SYMBOL DESCRIPTION  
 EXISTING WALL

RENOVATION PLAN NOTES

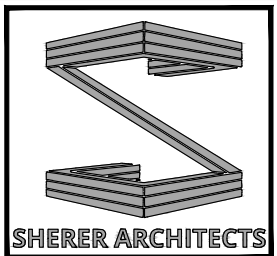
- 1
- 2
- 3
- 4
- 5

GENERAL CONSTRUCTION NOTES

- 1.
- 2.
- 3.
- 4.
- 5.

REV	DATE	BY	APP	DESCRIPTION

REVISIONS  
 THIS DRAWING AND THE DESIGN SHOWN THEREON ARE THE PROPERTY OF SHERER & ASSOCIATES, LLC. THE REPRODUCTION, COPYING, OR USE OF THIS DRAWING WITHOUT THEIR WRITTEN CONSENT IS EXPRESSLY PROHIBITED.



1201 MAIN STREET  
 SUITE 1980  
 Columbia, SC 29201  
 Phone: 803.748.1345  
 www.shererarch.com

PROJECT NO: 265A000  
 DRAWN BY: JD  
 DESIGNED BY: DS  
 CHECKED BY: DS

PROJECT TITLE  
 932 DUKE ST.,  
 GEORGETOWN, SC 29440

PROJECT TITLE  
 SHEET TITLE

SITE PLAN

DWG: PLAN  
 DATE: DAY MO 2026

NOT FOR CONSTRUCTION

SHEET NO.

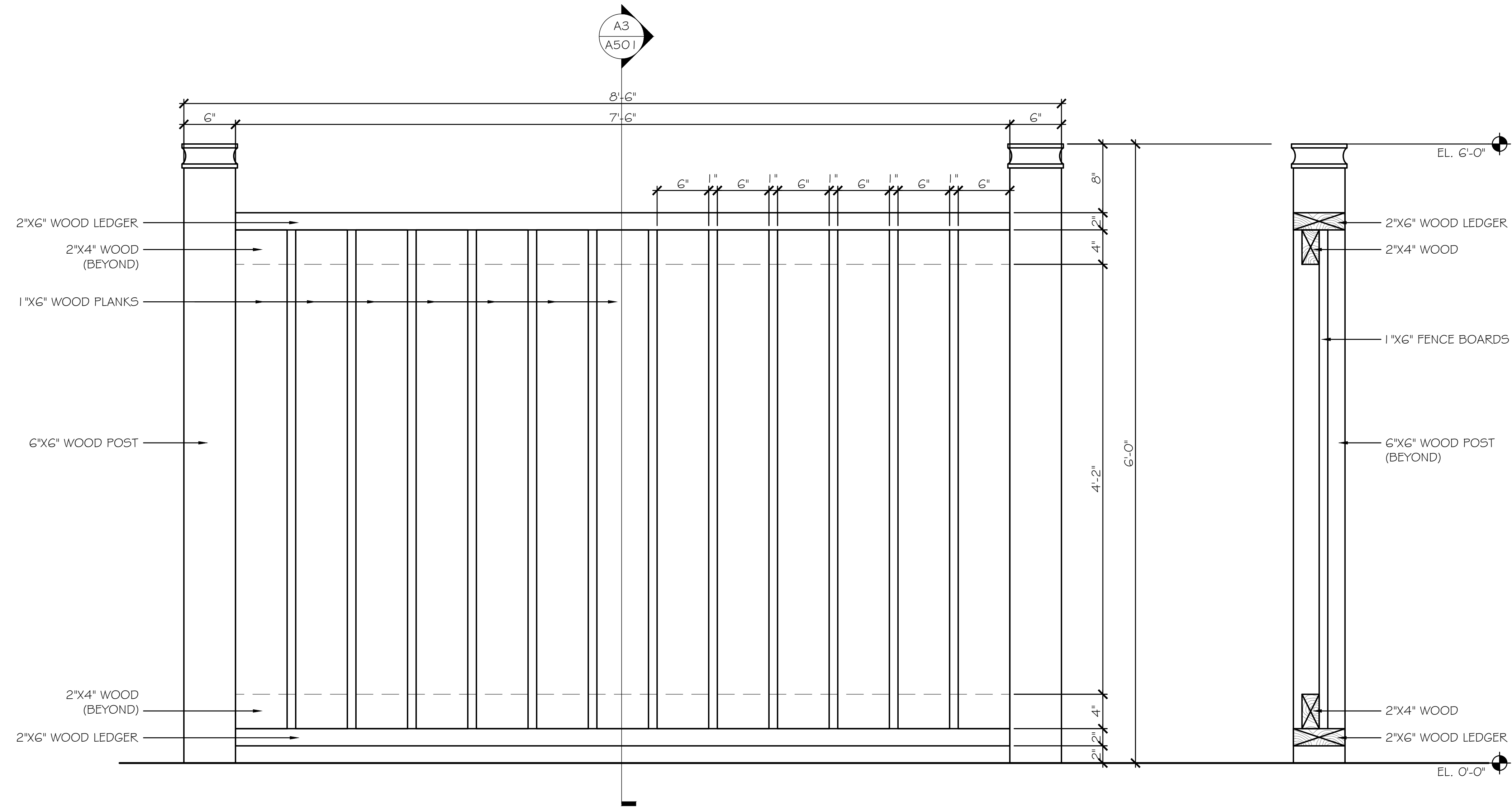
A001

OWNER'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
 I CONCUR WITH THE FINAL LAYOUT DESIGN AND SCOPE OF WORK AS IT RELATES TO MY BUILDING. SIGNED AND ACCEPTED.

PRELIMINARY

ARB-2026-0004

D  
C  
B  
A



**A1**  
A501 FRONT ELEVATION  
SCALE: 1-1/2" = 1'-0"

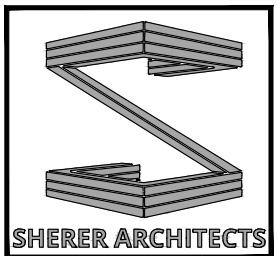
**A3**  
A501 SECTION  
SCALE: 1-1/2" = 1'-0"

OWNER'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
I CONCUR WITH THE FINAL LAYOUT DESIGN AND SCOPE OF WORK AS IT RELATES TO MY BUILDING. SIGNED AND ACCEPTED.

PRELIMINARY

REV	DATE	BY	DESCRIPTION

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1201 MAIN STREET  
SUITE 1980  
Columbia, SC 29201  
Phone: 803.748.1345  
www.shererarch.com

PROJECT NO: 265A00X  
DRAWN BY: JD  
DESIGNED BY: DS  
CHECKED BY: DS

PROJECT TITLE  
932 DUKE ST.,  
GEORGETOWN, SC 29440

PROJECT TITLE  
SHEET TITLE

FENCE DETAILS

DWG: DETAILS  
DATE: DAY MO 2026

NOT FOR CONSTRUCTION

SHEET NO.

A501

MAYOR  
JAY DOYLE

CITY ADMINISTRATOR  
SCOTT WHITTIER

CITY CLERK  
STEPHANIE BUCCIONE



COUNCIL MEMBERS  
MAYOR PRO TEMPORE  
JESSIE WALKER

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Planning and Community Development  
(843) 545-4010

## **CITY OF GEORGETOWN ARCHITECTURAL REVIEW BOARD**

**MEETING DATE:** April 6, 2026

**AGENDA ITEM:** ARB-2026-0006 - **Request: Repair, Fence.** Request to revise original approval, modifying front porch stair design from brick to wood, front yard fence picket spacing from a 4" gap to a 3" gap, and extend previously approved shadowbox fence down the right side of the property, tapering down from 6 ft to 4 ft to meet side front gate for a residential property located at 318 St James St. (TMS#: 05-0030-130-00-00), within the R4 Zoning District and the HB Historic Buildings District.

**CURRENT STATUS:**

1. The property is owned by Raspa Robert Trustee and Raspa Kimberly J Trustee.
2. The property is zoned High Density Residential (R4) (*Reference Item 1*).
3. The property is within the Historic Buildings Design Overlay District (*Reference Item 1*).
4. The 2040 Comprehensive Plan shows this property as Historic District Residential (*Reference Item 2*).
5. This property is within a shaded x flood zone (*no additional flood codes applicable*) (*Reference Item 3*).
6. The intended use of the property is single family residential.

**POINTS TO CONSIDER:**

1. This property does contribute to the Historic District (*Reference Item 1, Reference Item 4*).
2. If approved, a building permit application, a copy of the COA, and applicable fees are required to be submitted to the building department prior to any construction or alterations.

**APPLICABLE GUIDELINES:** *All applicable guidelines can be found in the City of Georgetown Unified Development Ordinance Article XX: Historic Buildings District on the City of Georgetown website.*

### **2011 Standards for Residential Properties – Details**

#### **2011.10 Porches, Columns, and Railings**

##### **2011.1001 Policy and Justification**

Original porches should be repaired, preserved and maintained. Those on the primary façades of dwellings should not be enclosed with wood or glass panels. The screening of porches on the fronts of dwellings is appropriate if the framing is kept to a minimum. If repair of porch elements is required, use materials to closely match those which exist. If porch elements such as columns, balusters, or floorboards are deteriorated and need replacement, alternative materials may be considered. If an original porch is missing, a new porch may be constructed based upon photographic or physical evidence or based upon the design of similar style and age dwellings. In some cases, dwellings had their original porches removed and replaced with Craftsman/Bungalow style porches in the 1920s and 1930s. These porches reflect the historical evolution of property and may be significant in their own right.

## **2011.1002 Standards**

- (1) Repair porch elements with materials to match the original.
- (2) Replace porch elements with materials to match the original.
- (3) Ceiling fans may be installed on porches.
- (4) Porches on front and side facades should be maintained in their original configuration and with original materials and detailing.
- (5) Porches should not be removed if original.
- (6) Porches on front and readily visible side elevations should not be enclosed with glass or wood panels. Those on rear or non-readily visible side facades may be enclosed with acceptable glass or wood panels as long as there is no removal of extensive historic fabric and the enclosure is reversible.
- (7) The enclosure of front porches and those on readily visible side elevations with screen panels may be appropriate if the framing is minimal and the viewing of the façade behind the screen panels is not significantly impaired.
- (8) Porches which have wood floors should have wood stairs repaired or replaced as needed, not brick or concrete. On rear or non-readily visible side elevations wood stairs are also recommended but brick or cast concrete steps may be added at these locations.
- (9) Porches on the fronts of dwellings may be partially enclosed with lattice panels compatible with the style of the house for privacy. This should not exceed more than one-third of the porch area in order to maintain its traditional open appearance. Lattice panels should be compatible with the style of the house and be added behind, not in front, of porch columns and railings. Lattice panels in traditional square and diagonal designs are appropriate.
- (10) The use of trellis panels is appropriate for porches on all elevations.
- (11) Wood porch floors that are deteriorated should be replaced with wood tongue and groove flooring or boards running perpendicular to the façade. The use of alternative porch floor materials may be considered on rear elevations.
- (12) Porches that are missing their original columns and balusters should be rebuilt based upon photographic or physical evidence. If no evidence exists, porches should be rebuilt in keeping with porches of similar house styles and age.
- (13) Balusters (also called spindles) should be carefully sized for any replacement porch. Milled spindles measuring 3 feet high and 2 inches in diameter are best for Georgian, Federal, Queen Anne, and Folk Victorian dwellings. Balusters or spindles which are smaller than 2 inches in diameter are not appropriate for exterior porches. Square balusters which are 3 feet high and 2 inches to 3 inches in width and depth are best for Craftsman/Bungalow dwellings.

## **2012 Standards for Residential Properties – Setting**

### **2012.2 Fences, Gates, and Walls**

#### **2012.201 Policy and Justification**

Historic fence materials such as cast and wrought iron, brick, and woven wire should be preserved and maintained. The installation of new fences in keeping with traditional locations, designs and materials is appropriate for the historic district. Vinyl and similar synthetic fencing materials are incompatible and not approvable.

#### **2012.202 Standards**

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- (2) Installation of new wood picket fences in front yards or privacy wood fences in side or rear yards is appropriate if they are in traditional and permitted dimensions and

designs. Fences should have pickets no wider than 4 inches and should be set apart a maximum of 3 inches. Wire fences should not be more than 4 feet tall. Privacy fences constructed of wood board should be located in rear yards and generally be no taller than 6 feet. Higher fences may be considered subject to code limitations.

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(6) Fence posts, rails, and other framing members should be on the inside of the fence facing the dwelling rather than the street and sidewalk.

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### **403.4 R4 District (High Density Residential)**

It is the intent of this district to provide areas for high density residential development and open areas where similar development is likely to occur. Limited professional services are permitted in the district provided that they meet applicable standards and are limited so as not to encourage general business activity. In order to achieve the intent of the R4 District as shown on the Zoning Map of the City of Georgetown, South Carolina.

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and will serve as visible reminders of the significant historical and cultural heritage of the City of Georgetown and the State of South Carolina. No building permit for construction, alteration, repair, moving, or demolition to be carried on within the district shall be issued by the Zoning Administrator until it is submitted to the Board of Architectural Review for its approval. (Ord. of 8-17-2000, § 1)

## **803 Fences**

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### **OPTIONS:**

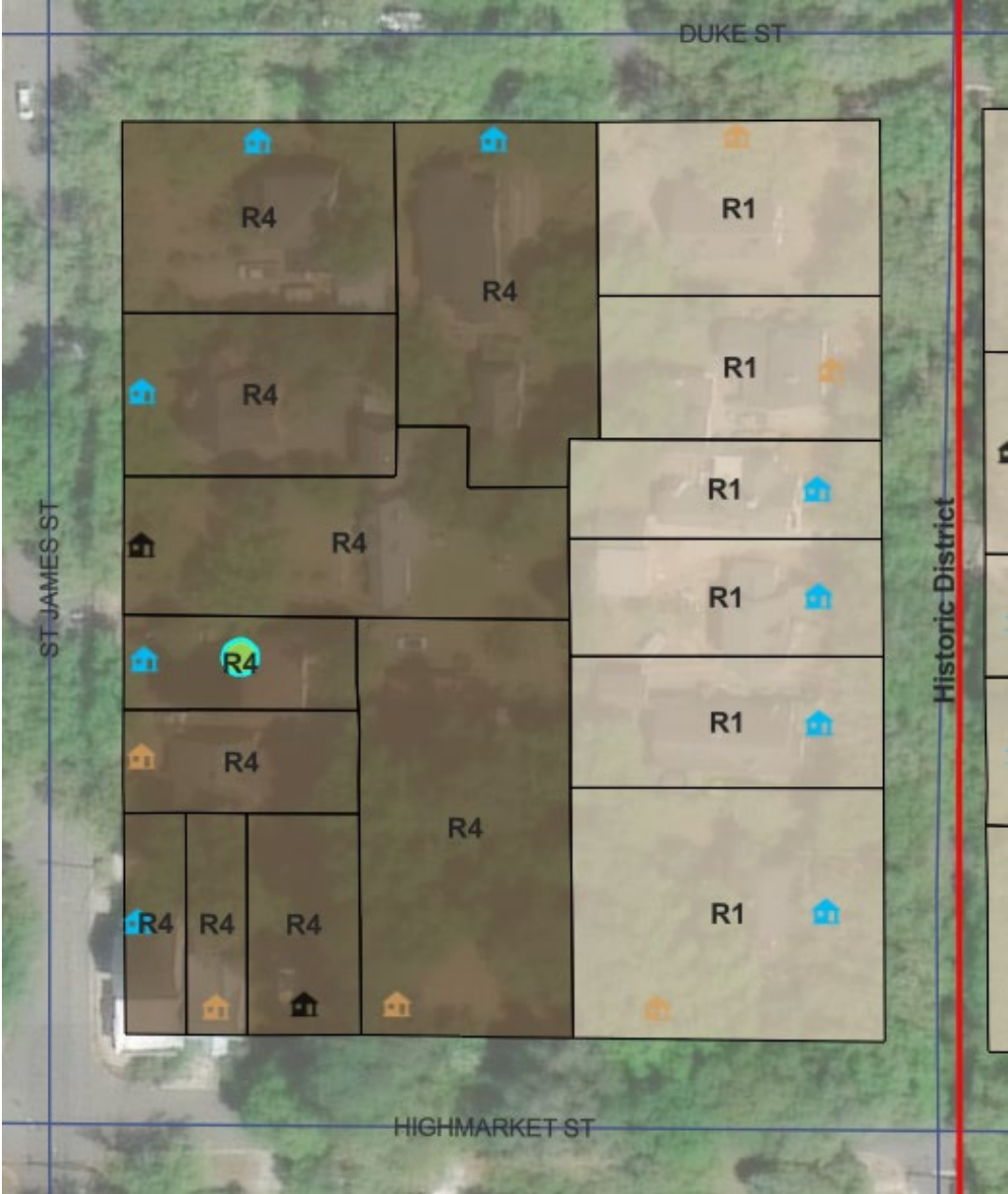
1. Approve request as submitted by applicant.
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**REFERENCE MATERIALS**

**REFERENCE ITEM 1:** City of Georgetown Zoning Map *Please note the new Historic District Survey layer indicators. Orange indicates a Non-Contributing status, Blue indicates a Contributing status, black indicates no survey.*



Parcel View



Block View

**REFERENCE ITEM 2:** City of Georgetown Future Land Use Map *Approximate position of property in question indicated by dot.*



**REFERENCE ITEM 3:** FEMA Flood Map



**REFERENCE ITEM 4: Historic District Resource Survey**

**Statewide Survey of Historic Properties**  
State Historic Preservation Office  
South Carolina Department of Archives and History  
8301 Parklane Rd.  
Columbia, SC 29223-4905 (803) 896-6100

Control Number: U / 43 / 191-1067  
Status County No Site No  
Quad Name: Georgetown South  
Tax Map No.: 05-0030-130-00-00

***Intensive Documentation Form***

**Identification**

Historic Name:  
Common Name:  
Address/Location: 318 St. James Street

City: Georgetown County: Georgetown  
Vicinity of:  
Ownership: Private Category: building  
Historical Use: Domestic  
Current Use: Domestic

**National Register of Historic Places Information**

SHPO National Register Determination: Contributes to Listed District  
Notes on National Register Status: This resource was constructed after the Georgetown National Register Historic District's period of significance; however it would be a contributing resource if the historic district's period of significance is expanded to include the 1922-1960 period.

Other Designation:

**Property Description**

Construction Date: 1924 Commercial Form: Stories: 1 story  
Alteration Date: c. 1980 Historic Core Shape: rectangular  
*Roof Features* *Porch Features*  
Shape: gable, end to front Porch Width: full facade  
Materials: raised seam metal Shape: hip  
Construction Method: frame  
Exterior Walls: synthetic siding  
Foundation: brick pier  
Significant Architectural Features: Frame Vernacular: 2/2 sash, kneebases.

Alterations: c. 1980: siding, 2-story rear addition with hipped roof.

Architect(s)/Builder(s):

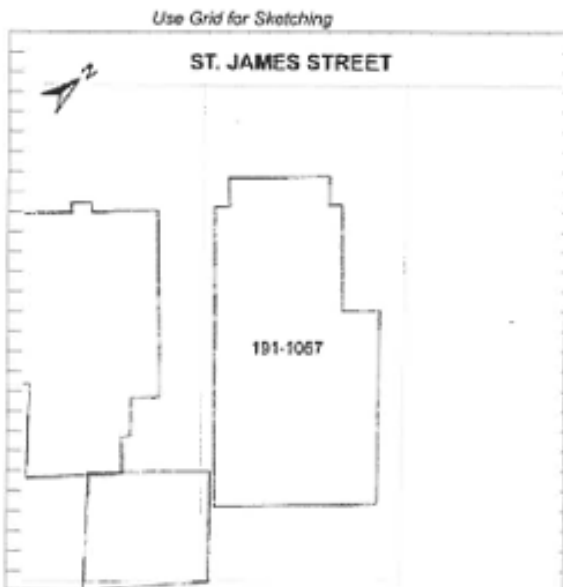
**Historical Information**

Historical Information:

Source of Information:

**Photographs**

Roll No.	Neg. No.	View of
		Façade and Side Elevations, Looking S
		Façade and Side Elevations, Looking S
		Façade and Side Elevations, Looking E



**Program Management**

Recorded by: Ellen Jenkins (TRC)

Date Recorded: 6/23/2010

191-1067: 318 St. James Street



**Statewide Survey of Historic Properties**  
State Historic Preservation Office  
South Carolina Department of Archives and History  
8301 Parklane Rd.  
Columbia, SC 29223-4905 (803) 896-6100

Control Number: U / 43 / 191-1068  
Status County No Site No  
Quad Name: Georgetown South  
Tax Map No.: 05-0030-131-00-00

***Intensive Documentation Form***

**Identification**

Historic Name:

Common Name:

Address/Location: 318 St. James Street

City: Georgetown

County: Georgetown

Vicinity of:

Ownership: Private

Category: building

Historical Use: Domestic

Current Use: Domestic

**National Register of Historic Places Information**

SHPO National Register Determination: Contributes to Listed District

Notes on National Register Status: This resource was constructed after the Georgetown National Register Historic District's period of significance; however it would be a contributing resource if the historic district's period of significance is expanded to include the 1922-1960 period.

Other Designation:

**Property Description**

Construction Date: 1924

Commercial Form:

Stories: 1 1/2 stories

Alteration Date: c. 1970

Historic Core Shape: rectangular

*Roof Features*

*Porch Features*

Shape: gable, lateral

Porch Width: entrance bay only

Materials: raised seam metal

Shape: gable

Construction Method: frame

Exterior Walls: synthetic siding

Foundation: not visible

Significant Architectural Features: Frame Vernacular: paired 6/6 sash, bracketed hood, gable dormers, 1-story porch on right elevation.

Alterations: c. 1970: siding.

Architect(s)/Builder(s):

**Historical Information**

Historical Information:

Source of Information:

**Photographs**

Roll No.	Neg. No.	View of
		Façade, Looking SE

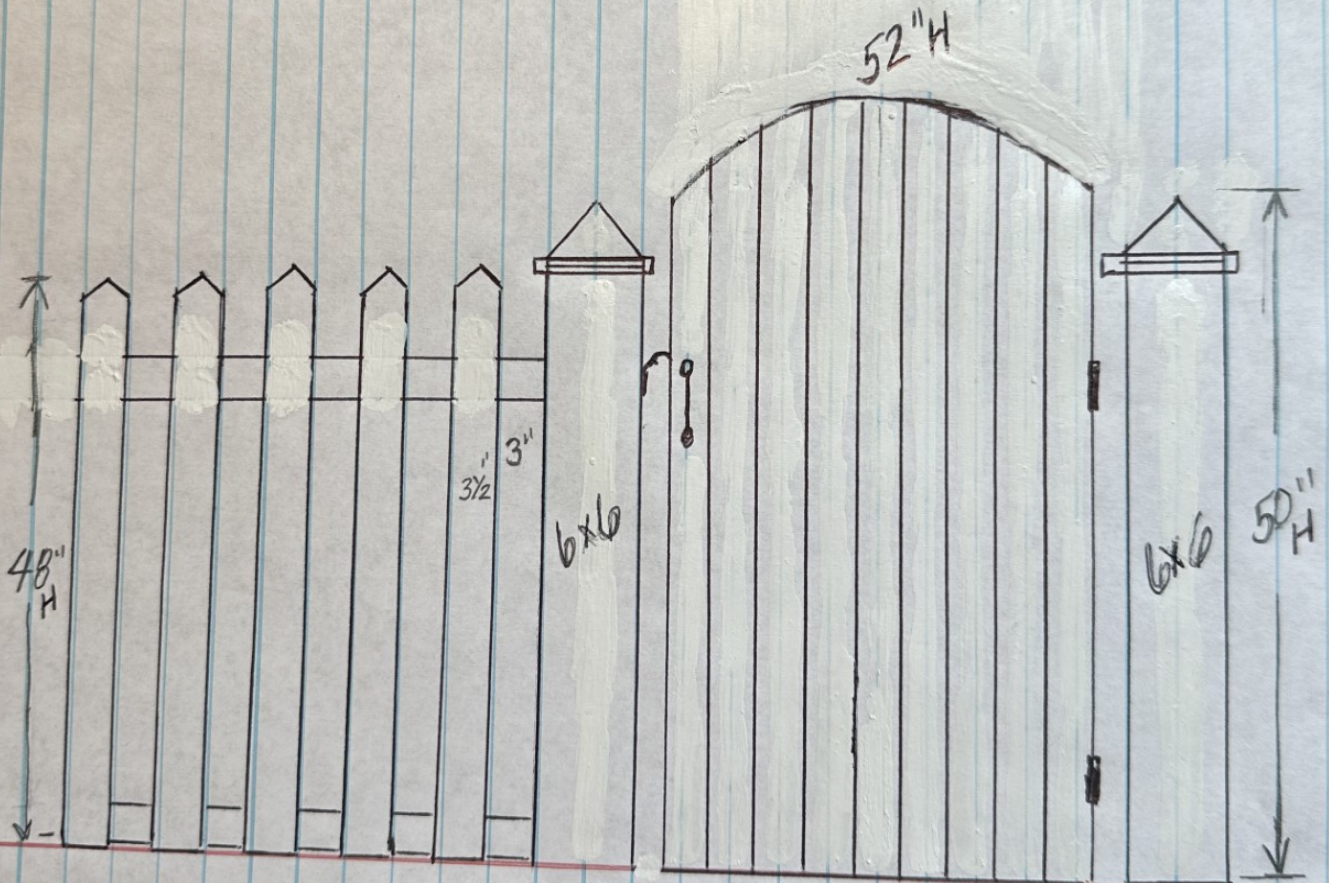


**Program Management**

Recorded by: Ellen Jenkins (TRC)

Date Recorded: 6/23/2010

318 St James Street  
(Revision Front Fence)



MAYOR  
JAY DOYLE

CITY ADMINISTRATOR  
SCOTT WHITTIER

CITY CLERK  
STEPHANIE BUCCIONE



COUNCIL MEMBERS  
MAYOR PRO TEMPORE  
JESSIE WALKER

BRUCE CARL  
ERIN ETHRIDGE  
TAMIKA WILLIAMS-OBENG  
SHARON MELTON  
HOBSON HENRY MILTON

Planning and Community Development  
(843) 545-4010

## **CITY OF GEORGETOWN ARCHITECTURAL REVIEW BOARD**

**MEETING DATE:** April 6, 2026

**AGENDA ITEM:** ARB-2026-0007 - **Request: Alteration.** Request for the alteration of a commercial structure to include removal of wood framed structures, replacement of decking and new handrails, construction of new balcony and stairs, and new windows and doors on harborwalk side of structure, as well as the installation of new windows and repainting of the front facade for a commercial property located at 807 Front St. (TMS#: 05-0029-090-00-00), within the CC Zoning District and the HB Historic Buildings District.

**CURRENT STATUS:**

1. The property is owned by Goat Island Maritime Inc.
2. The property is zoned Core Commercial (CC) (*Reference Item 1*).
3. The property is within the Historic Buildings Design Overlay District (*Reference Item 1*).
4. The 2040 Comprehensive Plan shows this property as Core Mixed Use (*Reference Item 2*).
5. This property is within an AE10 flood zone (*Reference Item 3*).
  - a. The Building Department will ensure compliance with Flood Code.
6. The intended use of the property is commercial.

**POINTS TO CONSIDER:**

1. This property does contribute to the Historic District (*Reference Item 1, Reference Item 4*).
2. If approved, a building permit application, a copy of the COA, and applicable fees are required to be submitted to the building department prior to any construction or alterations.

**APPLICABLE GUIDELINES:** *All applicable guidelines can be found in the City of Georgetown Unified Development Ordinance Article XX: Historic Buildings District on the City of Georgetown website.*

### **2014 Standards for Commercial Properties – Details**

#### **2014.1 Architectural Features**

##### **2014.101 Policy and Justification**

Preserve and maintain historic architectural details and features, as they are important stylistic elements that help to define a building's character. Do not remove or conceal historic architectural details. If repair or replacement is necessary, match replacements to the original as closely as possible in material, design, color, and texture.

##### **2014.102 Standards**

**(1)** Repair in-kind of architectural features with materials, form, scale, and design which match the original.

- (2) Replace architectural features to match the original as closely as possible in materials, form, scale, and design.
- (3) Do not remove or alter original architectural details from the building.
- (4) Do not add inauthentic details to the building. Added architectural details to a property must be accurately based on physical, pictorial, or historical evidence in materials, scale, location, proportions, form, and detailing.
- (5) Do not cover or conceal architectural details with synthetic materials such as vinyl, aluminum, exterior insulation finishing systems (EIFS), or similar materials.
- (6) The replication of details with alternative materials may be considered if the material matches closely in texture, design, and overall appearance.

## **2014.2 Awnings**

### **2014.201 Policy and Justification**

The installation of awnings is appropriate as long as they are correctly sized to the opening and of fabric or canvas materials. Sloped or shed awnings are the traditional awning type and are appropriate for most historic commercial buildings. A curved awning is appropriate only for an arched window or door opening. Metal awnings came into use in the 20th century and are appropriate for storefronts of that period. The installation of awnings should utilize the least amount of anchor hardware possible to minimize damage to historic materials and be as reversible as possible.

### **2014.202 Standards**

- (1) Repair existing awnings with in-kind materials.
- (2) Replace awnings with appropriate materials, design, and dimensions.
- (3) Install new awnings on buildings at traditional locations such as over storefronts and upper façade windows.
- (4) Awnings should be of canvas, or other coated fabric material. Metal awnings should only be added on non-contributing buildings or where there is physical or photographic evidence that such an awning was original to the building.
- (5) Awnings should not cover or conceal significant architectural details.
- (6) Awnings should be of colors to blend with the building.
- (7) Awnings should be fixed in place and not “roll-up” design.
- (8) On storefronts, awnings should be continuous either above or below a transom (if present) and not divided into individual sections.
- (9) Upper floor windows should have their own individual awnings and not a continuous awning across the entire façade.
- (10) Awnings should fit the opening—rectangular window and door openings should have straight across shed type awnings, not bubble or curved forms. Awnings over windows with rounded or oval shapes should have curved awnings to match the opening.
- (11) Awning installation should be with the least amount of anchor hardware possible and be readily reversible if removed.
- (12) Awnings should be appropriately sized, extend out no more than 7 feet and not encroach over the sidewalk, right-of-way.
- (13) Property owners are encouraged to consult with the Main Street Coordinator and Georgetown Business Association on appropriate awning designs.

## **2014.3 Balconies**

### **2014.301 Policy and Justification**

Original balconies should be repaired, preserved, and maintained. Those on the primary façades of buildings should not be enclosed with wood or glass panels. If repair of balcony elements is required, use materials to closely match those which exist. If balcony elements such as balusters or floorboards are deteriorated and need replacement, alternative materials will be considered if they match the original in dimension, design, and texture. If an original balcony is missing, a new one may be constructed based upon photographic or physical evidence or based upon the design of similar style and age buildings.

### **2014.302 Standards**

- (1) Repair balcony elements with in-kind materials to match the original.
- (2) Replace balcony elements with materials to match the original.
- (3) Balconies should be maintained in their original configuration and with original materials and detailing.
- (4) Balconies should not be removed if original.
- (5) Balconies should not be enclosed with glass or wood panels.
- (6) Balconies that have missing balusters should be rebuilt based upon photographic or physical evidence. If no evidence exists, they should be rebuilt in keeping with balconies of similar building style and age.
- (7) Balconies should not be added to contributing buildings unless there is photographic or physical evidence that a balcony was original to the building.

## **2014.6 Doors and Entrances**

### **2014.601 Policy and Justification**

Preserve historic façade entrance elements including original doors, surrounds, sidelights, and transoms whenever possible. If historic doors or entrance components are damaged, replacement should be as limited as possible. Use in-kind materials when replacement is necessary. Retaining original entrances and their decorative elements is an important part of preserving a building's character.

### **2014.602 Standards**

- (1) Repair original doors and entrance elements with in-kind materials that match the original in materials, profile, and dimensions.
- (2) Where repair is not possible, replace with a new door or entrance elements with similar materials, profile, and dimensions consistent with the building's architectural style.
- (3) Do not remove, alter or enclose historic entrances, their doors, surrounds, sidelights, transoms, or detailing. Repair and reuse original hardware which remain operable.
- (4) Where original doors have been removed, replace them with an appropriately styled door for the building. The new door should be based on doors of similar age and architectural style of adjacent buildings. If the original design is unknown, a secondary entrance may contain an original door that can be moved to the main entrance. Salvage companies may also have historic doors available.
- (5) The addition of a new entrance to meet life and safety codes should be sited at rear or side elevations that are not readily visible.

## **2014.7 Lighting**

### **2014.701 Policy and Justification**

Light fixtures that are original to a building should be preserved and maintained or repaired as needed with matching materials. If repair is no longer possible, replacement with a new

fixture in keeping with the building's style is appropriate. Light fixtures should be appropriately placed to provide a diffusion of light. New light fixtures should be of traditional early 20th century designs rather than replicating Colonial-era imitation fixtures which would not be historically accurate for Front Street buildings.

### **2014.702 Standards**

- (1) Light fixtures original to a building should be preserved and maintained or repaired with materials to match as closely as possible.
- (2) Replace original light fixtures with designs matching the original fixture as closely as possible.
- (3) Light fixtures should be correctly scaled to the building and not oversized.
- (4) Light fixtures should be of traditional designs such as gooseneck or metal pan.
- (5) If added to decks, light fixtures on poles or deck railings are discouraged. Hooded or directional light fixtures are encouraged to protect the boardwalk and waterfront from light pollution.
- (6) Neon may not be added except as permitted by the City's Sign Ordinance on the interior or exteriors of buildings or display windows.

## **2014.8 Mechanical Systems**

### **2014.801 Policy and Justification**

Mechanical systems such as heating and cooling condensers, satellite dishes, and similar equipment should be placed at rear elevations or on rooftops, where they are not readily visible to the public.

### **2014.802 Standards**

- (1) Mechanical systems should be located on rear elevations or roofs which are not readily visible from the public right-of-way.
- (2) The addition of air conditioning units in window openings should only be in windows on rear or non-readily visible side elevations. This installation should not result in the loss of the original window and be reversible if the unit is removed at a later date.
- (3) Mechanical units such as electrical and gas meters should be as unobtrusive as possible and mounted on rear elevations.
- (4) Roof-mounted equipment should be placed with a deep setback from the edges of roofs or behind a façade parapet so that it is not visible to pedestrians and does not detract from the historic character of the building.

## **2014.10 Storefronts**

### **2014.1001 Policy and Justification**

Storefronts are especially important elements of commercial buildings that define the historic character and appearance of the building. Retain, maintain, and repair historic storefronts and their components. Do not cover or conceal historic storefronts. Remove added materials from a covered storefront when possible. Storefronts on older buildings that were remodeled within the past 50 years are often not compatible with overall building character. Removal of these additions or alterations may be appropriate when rehabilitation is undertaken. Replace such storefronts with designs based on the original appearance of the storefront if photographic or physical evidence exists. The removal of contemporary storefronts and their replacement with storefronts based on traditional designs is encouraged.

## **2014.1002 Standards**

- (1) Repair non-historic storefronts and elements with in-kind or closely matching materials.
- (2) Repair historic storefronts and their components in-kind or with materials matching as closely as possible. Alternative materials may be considered if they closely match in texture, design, and overall appearance.
- (3) Do not cover or conceal historic storefront components with modern materials.
- (4) Replace missing historic storefront components to the original in size, material, texture, and detail. Use historic photographic or physical evidence to help determine the design and style of missing components.
- (5) If replacement of an entire storefront feature is necessary, replace it in-kind, matching the original feature in design, dimension, detail, texture, color, and material.
- (6) If original display windows or bulkheads are missing or deteriorated beyond repair, replace them with new ones to match the original. If the original design is unknown, select replacement display windows that are traditionally scaled with large glass lights and with as few structural divisions as possible.
- (7) Replacement bulkheads should be designed in rectangular forms with smooth or raised panels. If the original bulkhead material is unknown, replacement may be of wood, brick, metal, or other material that is appropriate for the storefront.
- (8) If replacement of a non-historic storefront is desired, it should be in a traditional storefront design with bulkheads, display windows, and transoms.
- (9) Transoms should be preserved and remain visible. Air conditioners and signs are not appropriate for this space.
- (10) Tinted glass is not appropriate on a storefront. If privacy is needed utilize drapes or blinds behind the display window.
- (11) Do not introduce storefront features or details to a historic building in an attempt to create a false historical appearance.
- (12) Historic changes to storefronts that have become significant over time should be preserved.

## **2014.11 Windows and Shutters**

### **2014.1101 Policy and Justification**

Preserve, maintain or repair original windows. Do not conceal, enclose, or cover historic windows. If replacement is necessary due to deterioration, match the historic window in size, and number and arrangement of panes, or lights. Replacement windows should be in-kind of wood to match the original. Alternative materials may be considered if they match the original in texture, design, and overall appearance. Do not introduce new window openings on primary façades. Window openings may be added at rear elevations if consistent in size, placement, and design as the original windows.

### **2014.1102 Standards**

- (1) Repair a historic or non-historic window with in-kind materials.
- (2) Replace a non-historic window with in-kind materials or similar design.
- (3) Original windows should be preserved in their original location, size, and design and with their original materials and numbers of panes.
- (4) Windows should be repaired rather than replaced. Window replacement will only be approved if it can be demonstrated that the historic windows are beyond reasonable repair.
- (5) If replacement of original or historic windows is demonstrated to be necessary, the replacement windows should be in-kind to match the originals in material and design.
- (6) Windows of alternative materials may be considered if they match the existing in profile, design, panes, dimensions, and texture.

- (7) Original window openings should not be filled in.
- (8) Adding new windows on a primary façade is not allowable unless physical or photographic evidence shows that such a window was original to the building.
- (9) New window openings should not be added to primary façades or to readily visible side elevations.
- (10) Historic windows of steel or other metal designs should be preserved and maintained or replaced with new metal windows which are similar in appearance and materials.
- (11) Replacement windows on contributing buildings should not have snap-on or flush mounting. Muntin's sandwiched between layers of glass, snap-on muntin's, and surface applied muntin's are not appropriate and must not be used.
- (12) Clear glass must be used in windows on the primary and readily visible side elevations. Do not use reflective, tinted, patterned, or frosted glass in windows. The addition of these glass materials may be used on elevations not readily visible from the street or waterfront.
- (13) If an interior dropped ceiling is lower than the top of the window, the ceiling must be stepped back from the window to not obscure the top of the window from outside view.
- (14) Shutters should not be added to a commercial window unless physical or photographic evidence shows that they were original to the building. If shutters are added they should be appropriately sized to fit the window opening and either work or appear to work.
- (15) Hurricane shutters shall be permitted on all windows provided that their design, installation, method, and compatibility are in keeping with the window opening, are reversible and do not result in loss of historic window details.

## **2017 Standards for South Side of Front Street and Waterfront**

### **2017.1 Policy and Justification**

The buildings along the south side of Front Street are unique in that there is no “rear” elevation since all elevations are readily visible to the public. New construction and alterations in this are reviewed by the ARB, any residential (single or multi-family) construction or alteration please refer to Section 2015 Standards for Residential Properties – New Construction. The guidelines for the South Side of Front Street and Waterfront are also based on the Secretary of the Interior’s Standards for Rehabilitation. 2017.2 Standards

#### **2017.201 Entrances**

- (1) Preserve and maintain any original doors on rear or side elevations.
- (2) When adding new doors to existing openings, the doors should be of materials and designs reflecting the building’s historic use and character. Traditionally doors on rear elevations were less ornate and more utilitarian than on the street façade.
- (3) Door openings should be retained in their original design and not enlarged or decreased in size.
- (4) New rear doors should be simple paneled wood design or single-light glass and wood. Multilight glass and wood doors are not appropriate for rear entrances.

#### **2017.202 Windows**

- (1) Original window openings on rear or side elevations should not be enclosed, filled-in, or altered.
- (2) Window repair and replacement shall follow standards set forth in the commercial windows section.
- (3) Shutters should not be added to windows unless shutters were original to the building as documented through physical or photographic evidence.
- (4) Hurricane shutters shall be permitted on all windows provided that their design, installation method, and compatibility are approved by the ARB.

#### **2017.203 Decks**

- (1) Decks may be added to rear elevations if they have simple traditional square or round balusters, and blend with the adjacent buildings rather than be a focal point.
- (2) Construct decks of materials appropriate to the materials and style of those used on the building. Wood decks are most appropriate. Alternative materials may also be considered if they match the wood appearance in texture, design, and overall appearance.
- (3) Stain or paint decks in colors that are compatible with those of the building.
- (4) Deck designs should be similar to those of the boardwalk railings.
- (5) Decks should be of open design and not enclosed except with screen panels. For privacy decks should have louvers or privacy fences to separate and screen the deck from adjacent buildings, while respecting the water views of the adjacent properties.
- (6) Decks shall be attached to buildings in a manner so that they do not damage historic materials.
- (7) Decks should respect the sightlines of neighboring buildings.
- (8) Privacy walls and screens are appropriate only for screen roofed or covered decks from adjacent properties. Screening may be provided by wood vertical or horizontal louvers or lattice panels. The ARB will balance respecting sight lines of adjoining properties with noise and privacy considerations for the affected properties.

### **2017.205 Lighting**

- (1) New lighting fixtures are appropriate for entrances, decks, and signs and should be of simple traditional or contemporary designs.
- (2) Lighting should be directed towards the building and away from the boardwalk.
- (3) Hooded or directional light fixtures are encouraged to minimize light pollution.

### **APPLICABLE ZONING CODES:**

#### **403.8 CC District (Core Commercial)**

It is the intent of this district to establish an area for concentrated general business development that the general public requires. The regulations are designed to protect the essential characteristics of the district by promotion of business and public uses which serve the general public and to discourage industrial and wholesale developments which do not lend themselves to pedestrian traffic. In order to achieve the intent of the CC District as shown on the Zoning Map of the City of Georgetown, South Carolina.

#### **404.3 HB District (Historic Buildings)**

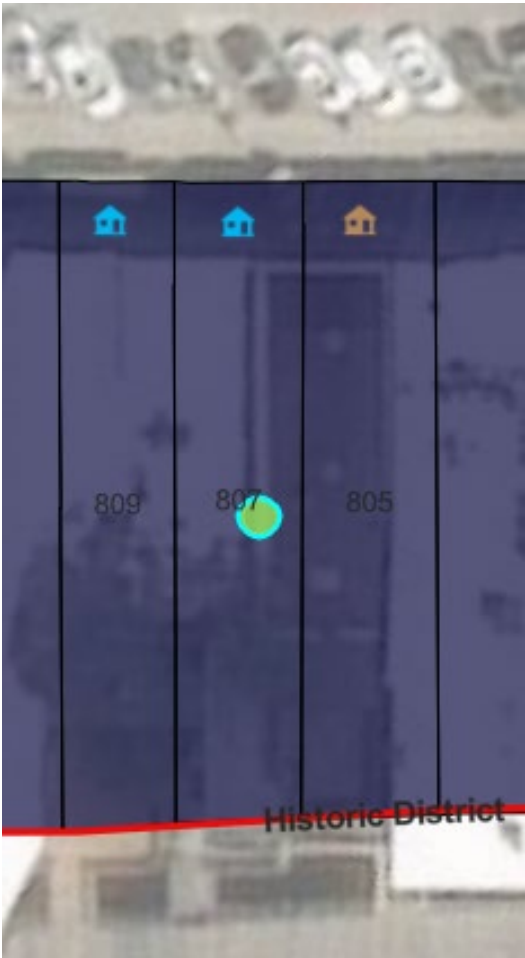
It is the intent of this district to protect, preserve and enhance the distinctive architectural and cultural heritage of the City of Georgetown as part of the educational and patriotic heritage of future generations, promote the cultural, economic and general welfare of the people of the City of Georgetown, foster civic pride, encourage harmonious, orderly and efficient growth and development of the City of Georgetown, to strengthen the local economy, and improve property values. It is the hope of the City that by encouraging a general harmony of style, form, proportion and material between buildings of historic design and those of contemporary design, the City's historic building district will continue to be a distinctive aspect of the City and will serve as visible reminders of the significant historical and cultural heritage of the City of Georgetown and the State of South Carolina. No building permit for construction, alteration, repair, moving, or demolition to be carried on within the district shall be issued by the Zoning Administrator until it is submitted to the Board of Architectural Review for its approval. (Ord. of 8-17-2000, § 1)

### **OPTIONS:**

1. Approve request as submitted by applicant.
2. Approve application with conditions imposed by the Architectural Review Board.
3. Deny request.
4. Defer request for more information. *(The time limit of deferral must be mutually agreed upon between the board and the applicant)*

**REFERENCE MATERIALS**

**REFERENCE ITEM 1:** City of Georgetown Zoning Map *Please note the new Historic District Survey layer indicators. Orange indicates a Non-Contributing status, Blue indicates a Contributing status, black indicates no survey.*



Parcel View



Block View

**REFERENCE ITEM 2:** City of Georgetown Future Land Use Map *Approximate position of property in question indicated by dot.*



**REFERENCE ITEM 3:** FEMA Flood Map



Flood zone	<u>AE</u>
Coastal A zone	No
Supplemental Coastal A	No
In Floodway	No
In CBRS	No
In OPA	No
Base Flood Elevation	<u>10.0'</u>
Design Flood Elevation ⓘ	<u>12.0'</u>

**REFERENCE ITEM 4: Historic District Resource Survey**

**Statewide Survey of Historic Properties**  
State Historic Preservation Office  
South Carolina Department of Archives and History  
8301 Parklane Rd.  
Columbia, SC 29223-4905 (803) 896-6100

Control Number: U / 43 / 191-0085  
Status County No Site No  
Quad Name: Georgetown South  
Tax Map No.: 05-0029-090-00-00

***Intensive Documentation Form***

**Identification**

Historic Name: Iseman Drug Co. (1897-1972)  
Common Name: Old Fish House  
Address/Location: 807 Front Street

City: Georgetown County: Georgetown  
Vicinity of:  
Ownership: Private Category: building  
Historical Use: Commerce/Trade  
Current Use: Commerce/Trade

**National Register of Historic Places Information**

SHPO National Register Determination: Contributes to Listed District  
Notes on National Register Status:

Other Designation:

**Property Description**

Construction Date: c. 1897 Commercial Form: enframed window wall Stories: 2 stories  
Alteration Date: c. 1965, c. 200 Historic Core Shape: rectangular  
*Roof Features* *Porch Features*  
Shape: uniform pitch Porch Width:  
Materials: not visible Shape:  
Construction Method: masonry  
Exterior Walls: stucco  
Foundation: not visible

Significant Architectural Features: Monumental half-round opening on pilasters, nearly full-height, flat parapet with dentiled cornice and Classical Revival-style frieze supported by false Ionic pilasters, recessed-cant entry with double-leaf entry.

Alterations: c. 1965: red-brick façade stuccoed, 1-light display windows, double-band of windows infilled at arch. c. 2000: windows in arch restored with 12-light casements.

Architect(s)/Builder(s):

**Historical Information**

Historical Information:

Source of Information: "A View of Our Past. The Morgan Photographic Collection" (Georgetown County Library, 1993), pp. 40, 49. Int

**Photographs**

Roll No. Neg. No. View of  
Rear and Side, Elevations, Looking E  
Façade, Looking W



**Program Management**

Recorded by: Ellen Jenkins (TRC)

Date Recorded: 6/25/2010

191-0085: 807 Front Street



# MEMORANDUM

RE: 807 Front Street Renovation

**SCOPE OF PROPOSED WORK:**

- 1. Remove all wood framed structures/utilities on the Harbor side that were added to the original masonry building.
- 2. Remove/replace the deck connecting to the City’s Harborwalk
- 3. Install two new Andersen clad/wood windows (white) in the location of original windows on the front façade (white units with grills (muntins) per elevation sketch (existing photo follows))

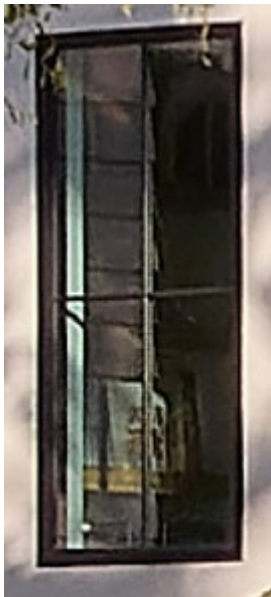


- 4. Repaint Front Street façade – color to match existing.

5. Construct new balcony and stair on Harbor Side (rail to cable system with 4" max spacing with ipea top rail over painted subrail (black) with black AZEK sleeves over treated 4x4 newel posts. See the following inspiration photo:



6. New decking connection to Harborwalk to be 1x ipea on treated framing
7. Handrail at deck attached to Harborwalk shall match the existing Harborwalk rail system
8. New windows and doors on Harbor elevation shall be Andersen Clad/wood units (black) with grills (muntins) per elevation



9. The rear elevation will remain unpainted brick

HARBORWALK

REAR ENTRY

T.

RETAIL SPACE

FRONT STREET

**MAIN LEVEL**  
FLOOR PLAN

BALCONY

STUDIO

KITCHENETTE

OPEN TO BELOW

**UPPER LEVEL**  
FLOOR PLAN

# A RENOVATION TO **807 FRONT STREET**



# CATALYST

architects



**FRONT STREET**  
ELEVATION



**HARBORWALK**  
ELEVATION

A RENOVATION TO  
**807 FRONT STREET**



A RENOVATION TO  
**807 FRONT STREET**

EXISTING  
CONDITIONS



**CATALYST**  
architects  
Page 42 of 59

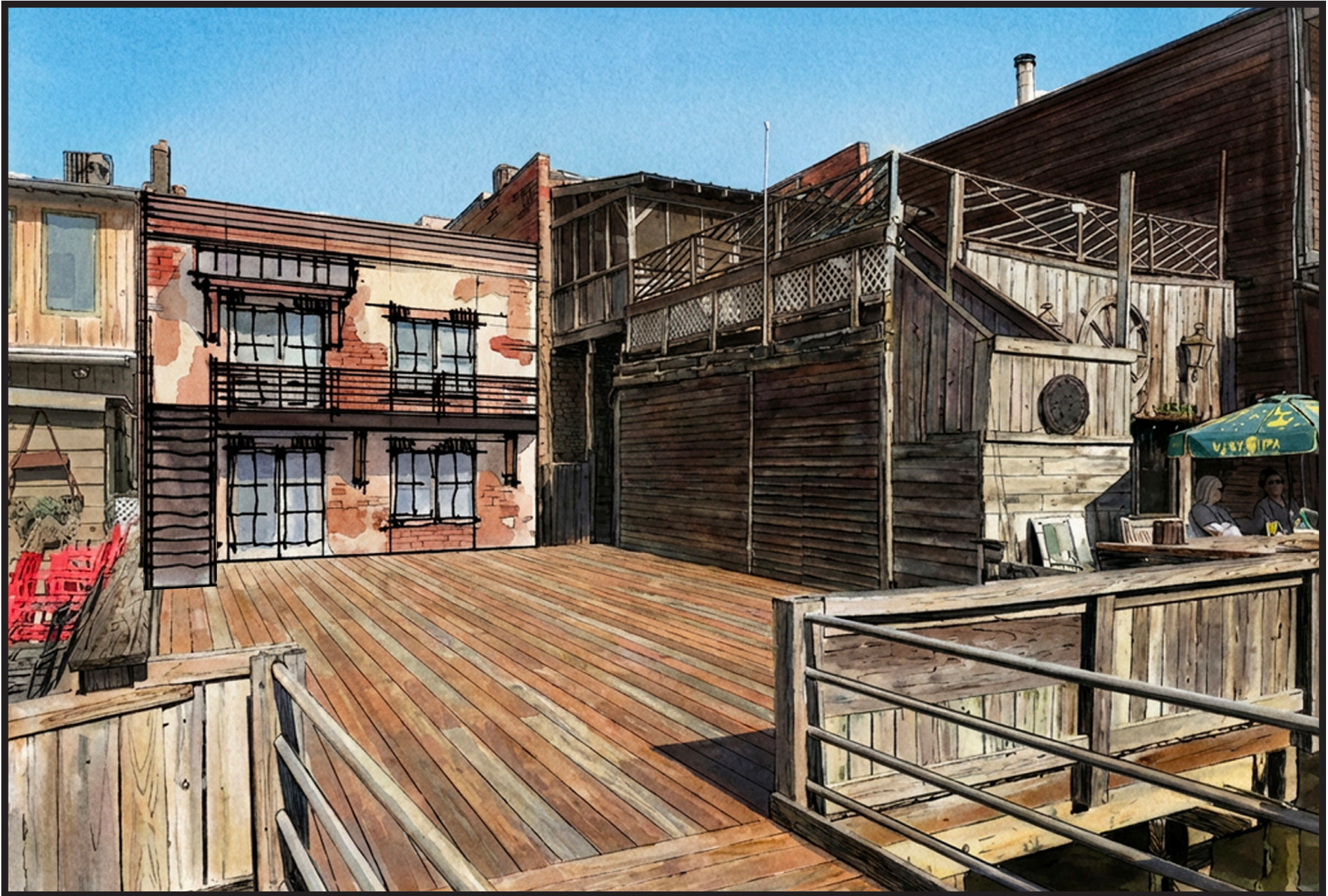


A RENOVATION TO  
**807 FRONT STREET**

DEMOLITION  
PLAN



**CATALYST**  
architects  
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A RENOVATION TO  
**807 FRONT STREET**

CONCEPT  
SKETCH



**CATALYST**  
architects  
Page 44 of 59



A RENOVATION TO  
**807 FRONT STREET**

CONCEPT  
RENDERING



**CATALYST**  
architects

Date Filed: 3/25/26

ARB Request Form

Appeal #: ARB. 2026.0008

Description of Request:

Rot RePARA, New Impact glass per Insurance compliance,  
Remove windows with 1x2 nailer Holly glass in. To meet New Insurance Requirements.

List of materials to be used:

Brick Just Like that was original (Supporting P.I.C.)  
New Glass & Frames

In addition to this application, the following supporting materials have been submitted.

Raised Brick 8" To Hide Black Board.  
METAL windows To meet wind ratings

I certify that all the information included within this application is accurate and true:

Signature:

Date:

3/24/26

FOR OFFICE USE ONLY

Appeal Number:

ARB. 2026.0008

Applicable fee:

\$200

Date Received:

3/25/26

Meeting Date:

Chair added to April 6, 2026 as building is open to elements

Code Compliance

Building Code:

Compliant. Building permit issued for in-kind repair & replace.

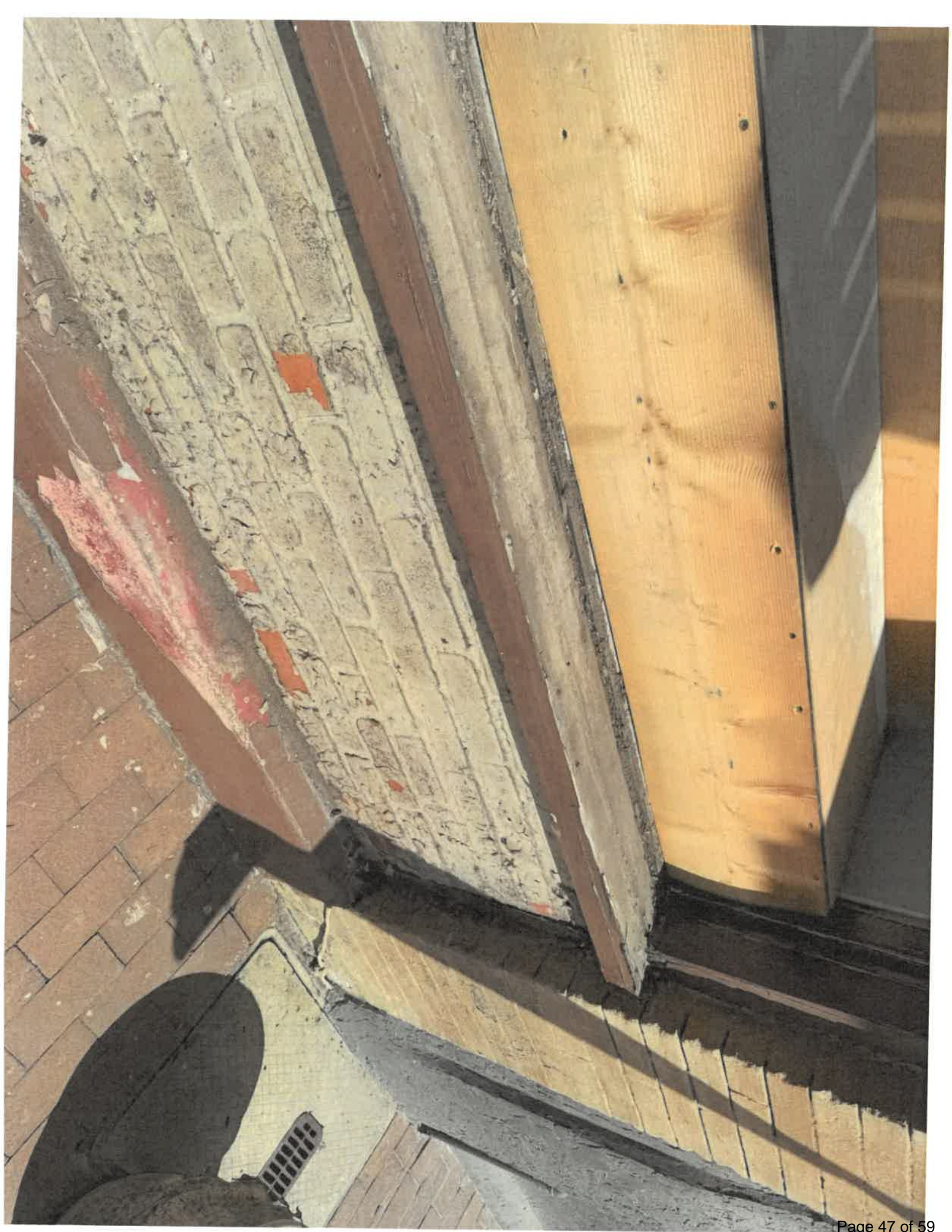
Flood Code:

Compliant.

Zoning Code:

ARB needed. All else compliant

Notes: Stop-work order issued due to violation of "in-kind repair & replace"







MAYOR  
JAY DOYLE

CITY ADMINISTRATOR  
SCOTT WHITTIER

CITY CLERK  
STEPHANIE BUCCIONE



COUNCIL MEMBERS  
MAYOR PRO TEMPORE  
JESSIE WALKER

BRUCE CARL  
ERIN ETHRIDGE  
TAMIKA WILLIAMS-OBENG  
SHARON MELTON  
HOBSON HENRY MILTON

Planning and Community Development  
(843) 545-4010

## **CITY OF GEORGETOWN ARCHITECTURAL REVIEW BOARD**

**MEETING DATE:** April 6, 2026

**AGENDA ITEM:** ARB-2026-0008 - **Request: Alteration/Repair.** Request to repair rot, install new impact resistant metal clad glass windows for insurance compliance, and raise brick 8" for the front facade of a commercial property located at 920 Front St. (TMS#: 05-0026-162-00-00), within the CC Zoning District and the HB Historic Buildings District.

**CURRENT STATUS:**

1. The property is owned by Diamond Collection Intl LLC.
2. The property is zoned Core Commercial (CC) (*Reference Item 1*).
3. The property is within the Historic Buildings Design Overlay District (*Reference Item 1*).
4. The 2040 Comprehensive Plan shows this property as Core Mixed Use (*Reference Item 2*).
5. This property is within an AE10 flood zone (*Reference Item 3*).
  - a. The Building Department will ensure compliance with Flood Code.
6. The intended use of the property is commercial.

**POINTS TO CONSIDER:**

1. This property does contribute to the Historic District (*Reference Item 1, Historic District Survey included*).
2. This application is in response to a Stop Work Order.
3. If approved, a building permit application, a copy of the COA, and applicable fees are required to be submitted to the building department prior to any construction or alterations.

**APPLICABLE GUIDELINES:** *All applicable guidelines can be found in the City of Georgetown Unified Development Ordinance Article XX: Historic Buildings District on the City of Georgetown website.*

### **2014 Standards for Commercial Properties – Details**

#### **2014.1 Architectural Features**

##### **2014.101 Policy and Justification**

Preserve and maintain historic architectural details and features, as they are important stylistic elements that help to define a building's character. Do not remove or conceal historic architectural details. If repair or replacement is necessary, match replacements to the original as closely as possible in material, design, color, and texture.

##### **2014.102 Standards**

(1) Repair in-kind of architectural features with materials, form, scale, and design which match the original.

- (2) Replace architectural features to match the original as closely as possible in materials, form, scale, and design.
- (3) Do not remove or alter original architectural details from the building.
- (4) Do not add inauthentic details to the building. Added architectural details to a property must be accurately based on physical, pictorial, or historical evidence in materials, scale, location, proportions, form, and detailing.
- (5) Do not cover or conceal architectural details with synthetic materials such as vinyl, aluminum, exterior insulation finishing systems (EIFS), or similar materials.
- (6) The replication of details with alternative materials may be considered if the material matches closely in texture, design, and overall appearance.

## **2014.6 Doors and Entrances**

### **2014.601 Policy and Justification**

Preserve historic façade entrance elements including original doors, surrounds, sidelights, and transoms whenever possible. If historic doors or entrance components are damaged, replacement should be as limited as possible. Use in-kind materials when replacement is necessary. Retaining original entrances and their decorative elements is an important part of preserving a building's character.

### **2014.602 Standards**

- (1) Repair original doors and entrance elements with in-kind materials that match the original in materials, profile, and dimensions.
- (2) Where repair is not possible, replace with a new door or entrance elements with similar materials, profile, and dimensions consistent with the building's architectural style.
- (3) Do not remove, alter or enclose historic entrances, their doors, surrounds, sidelights, transoms, or detailing. Repair and reuse original hardware which remain operable.
- (4) Where original doors have been removed, replace them with an appropriately styled door for the building. The new door should be based on doors of similar age and architectural style of adjacent buildings. If the original design is unknown, a secondary entrance may contain an original door that can be moved to the main entrance. Salvage companies may also have historic doors available.
- (5) The addition of a new entrance to meet life and safety codes should be sited at rear or side elevations that are not readily visible.

## **2014.10 Storefronts**

### **2014.1001 Policy and Justification**

Storefronts are especially important elements of commercial buildings that define the historic character and appearance of the building. Retain, maintain, and repair historic storefronts and their components. Do not cover or conceal historic storefronts. Remove added materials from a covered storefront when possible. Storefronts on older buildings that were remodeled within the past 50 years are often not compatible with overall building character. Removal of these additions or alterations may be appropriate when rehabilitation is undertaken. Replace such storefronts with designs based on the original appearance of the storefront if photographic or physical evidence exists. The removal of contemporary storefronts and their replacement with storefronts based on traditional designs is encouraged.

### **2014.1002 Standards**

- (1) Repair non-historic storefronts and elements with in-kind or closely matching materials.

- (2) Repair historic storefronts and their components in-kind or with materials matching as closely as possible. Alternative materials may be considered if they closely match in texture, design, and overall appearance.
- (3) Do not cover or conceal historic storefront components with modern materials.
- (4) Replace missing historic storefront components to the original in size, material, texture, and detail. Use historic photographic or physical evidence to help determine the design and style of missing components.
- (5) If replacement of an entire storefront feature is necessary, replace it in-kind, matching the original feature in design, dimension, detail, texture, color, and material.
- (6) If original display windows or bulkheads are missing or deteriorated beyond repair, replace them with new ones to match the original. If the original design is unknown, select replacement display windows that are traditionally scaled with large glass lights and with as few structural divisions as possible.
- (7) Replacement bulkheads should be designed in rectangular forms with smooth or raised panels. If the original bulkhead material is unknown, replacement may be of wood, brick, metal, or other material that is appropriate for the storefront.
- (8) If replacement of a non-historic storefront is desired, it should be in a traditional storefront design with bulkheads, display windows, and transoms.
- (9) Transoms should be preserved and remain visible. Air conditioners and signs are not appropriate for this space.
- (10) Tinted glass is not appropriate on a storefront. If privacy is needed utilize drapes or blinds behind the display window.
- (11) Do not introduce storefront features or details to a historic building in an attempt to create a false historical appearance.
- (12) Historic changes to storefronts that have become significant over time should be preserved.

## **2014.11 Windows and Shutters**

### **2014.1101 Policy and Justification**

Preserve, maintain or repair original windows. Do not conceal, enclose, or cover historic windows. If replacement is necessary due to deterioration, match the historic window in size, and number and arrangement of panes, or lights. Replacement windows should be in-kind of wood to match the original. Alternative materials may be considered if they match the original in texture, design, and overall appearance. Do not introduce new window openings on primary façades. Window openings may be added at rear elevations if consistent in size, placement, and design as the original windows.

### **2014.1102 Standards**

- (1) Repair a historic or non-historic window with in-kind materials.
- (2) Replace a non-historic window with in-kind materials or similar design.
- (3) Original windows should be preserved in their original location, size, and design and with their original materials and numbers of panes.
- (4) Windows should be repaired rather than replaced. Window replacement will only be approved if it can be demonstrated that the historic windows are beyond reasonable repair.
- (5) If replacement of original or historic windows is demonstrated to be necessary, the replacement windows should be in-kind to match the originals in material and design.
- (6) Windows of alternative materials may be considered if they match the existing in profile, design, panes, dimensions, and texture.
- (7) Original window openings should not be filled in.
- (8) Adding new windows on a primary façade is not allowable unless physical or photographic evidence shows that such a window was original to the building.

- (9) New window openings should not be added to primary façades or to readily visible side elevations.
- (10) Historic windows of steel or other metal designs should be preserved and maintained or replaced with new metal windows which are similar in appearance and materials.
- (11) Replacement windows on contributing buildings should not have snap-on or flush mounting. Muntin's sandwiched between layers of glass, snap-on muntin's, and surface applied muntin's are not appropriate and must not be used.
- (12) Clear glass must be used in windows on the primary and readily visible side elevations. Do not use reflective, tinted, patterned, or frosted glass in windows. The addition of these glass materials may be used on elevations not readily visible from the street or waterfront.
- (13) If an interior dropped ceiling is lower than the top of the window, the ceiling must be stepped back from the window to not obscure the top of the window from outside view.
- (14) Shutters should not be added to a commercial window unless physical or photographic evidence shows that they were original to the building. If shutters are added they should be appropriately sized to fit the window opening and either work or appear to work.
- (15) Hurricane shutters shall be permitted on all windows provided that their design, installation, method, and compatibility are in keeping with the window opening, are reversible and do not result in loss of historic window details.

## **2017 Standards for South Side of Front Street and Waterfront**

### **2017.1 Policy and Justification**

The buildings along the south side of Front Street are unique in that there is no "rear" elevation since all elevations are readily visible to the public. New construction and alterations in this are reviewed by the ARB, any residential (single or multi-family) construction or alteration please refer to Section 2015 Standards for Residential Properties – New Construction. The guidelines for the South Side of Front Street and Waterfront are also based on the Secretary of the Interior's Standards for Rehabilitation. 2017.2 Standards

#### **2017.201 Entrances**

- (1) Preserve and maintain any original doors on rear or side elevations.
- (2) When adding new doors to existing openings, the doors should be of materials and designs reflecting the building's historic use and character. Traditionally doors on rear elevations were less ornate and more utilitarian than on the street façade.
- (3) Door openings should be retained in their original design and not enlarged or decreased in size.
- (4) New rear doors should be simple paneled wood design or single-light glass and wood. Multilight glass and wood doors are not appropriate for rear entrances.

#### **2017.202 Windows**

- (1) Original window openings on rear or side elevations should not be enclosed, filled-in, or altered.
- (2) Window repair and replacement shall follow standards set forth in the commercial windows section.
- (3) Shutters should not be added to windows unless shutters were original to the building as documented through physical or photographic evidence.
- (4) Hurricane shutters shall be permitted on all windows provided that their design, installation method, and compatibility are approved by the ARB.

#### **2017.203 Decks**

- (1) Decks may be added to rear elevations if they have simple traditional square or round balusters, and blend with the adjacent buildings rather than be a focal point.

- (2) Construct decks of materials appropriate to the materials and style of those used on the building. Wood decks are most appropriate. Alternative materials may also be considered if they match the wood appearance in texture, design, and overall appearance.
- (3) Stain or paint decks in colors that are compatible with those of the building.
- (4) Deck designs should be similar to those of the boardwalk railings.
- (5) Decks should be of open design and not enclosed except with screen panels. For privacy decks should have louvers or privacy fences to separate and screen the deck from adjacent buildings, while respecting the water views of the adjacent properties.
- (6) Decks shall be attached to buildings in a manner so that they do not damage historic materials.
- (7) Decks should respect the sightlines of neighboring buildings.
- (8) Privacy walls and screens are appropriate only for screen roofed or covered decks from adjacent properties. Screening may be provided by wood vertical or horizontal louvers or lattice panels. The ARB will balance respecting sight lines of adjoining properties with noise and privacy considerations for the affected properties.

### **2017.205 Lighting**

- (1) New lighting fixtures are appropriate for entrances, decks, and signs and should be of simple traditional or contemporary designs.
- (2) Lighting should be directed towards the building and away from the boardwalk.
- (3) Hooded or directional light fixtures are encouraged to minimize light pollution.

### **APPLICABLE ZONING CODES:**

#### **403.8 CC District (Core Commercial)**

It is the intent of this district to establish an area for concentrated general business development that the general public requires. The regulations are designed to protect the essential characteristics of the district by promotion of business and public uses which serve the general public and to discourage industrial and wholesale developments which do not lend themselves to pedestrian traffic. In order to achieve the intent of the CC District as shown on the Zoning Map of the City of Georgetown, South Carolina.

#### **404.3 HB District (Historic Buildings)**

It is the intent of this district to protect, preserve and enhance the distinctive architectural and cultural heritage of the City of Georgetown as part of the educational and patriotic heritage of future generations, promote the cultural, economic and general welfare of the people of the City of Georgetown, foster civic pride, encourage harmonious, orderly and efficient growth and development of the City of Georgetown, to strengthen the local economy, and improve property values. It is the hope of the City that by encouraging a general harmony of style, form, proportion and material between buildings of historic design and those of contemporary design, the City's historic building district will continue to be a distinctive aspect of the City and will serve as visible reminders of the significant historical and cultural heritage of the City of Georgetown and the State of South Carolina. No building permit for construction, alteration, repair, moving, or demolition to be carried on within the district shall be issued by the Zoning Administrator until it is submitted to the Board of Architectural Review for its approval. (Ord. of 8-17-2000, § 1)

### **OPTIONS:**

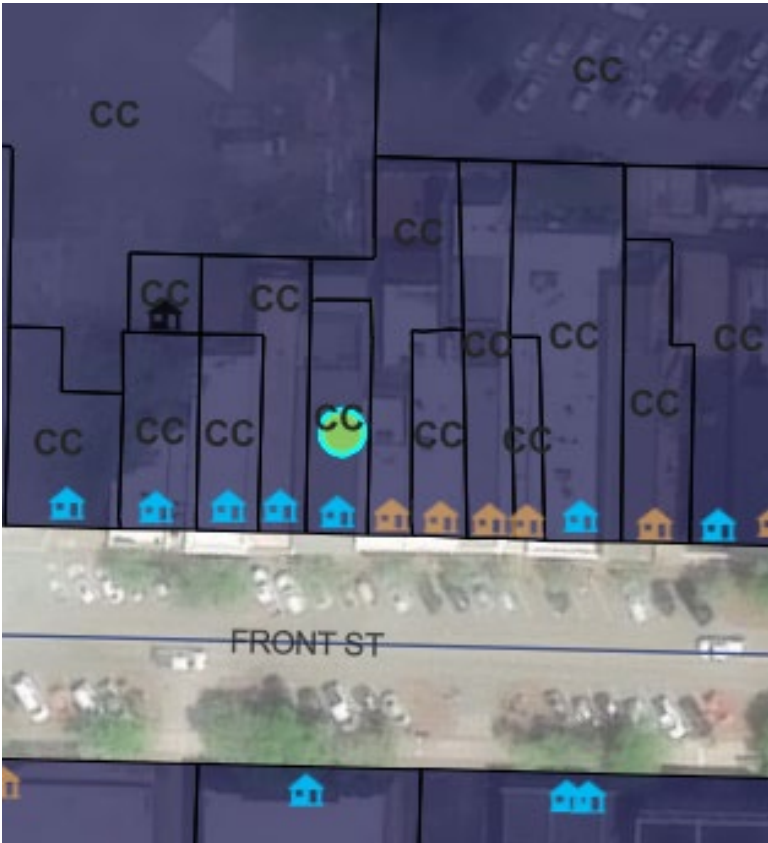
1. Approve request as submitted by applicant.
2. Approve application with conditions imposed by the Architectural Review Board.
3. Deny request.
4. Defer request for more information. *(The time limit of deferral must be mutually agreed upon between the board and the applicant)*

**REFERENCE MATERIALS**

**REFERENCE ITEM 1:** City of Georgetown Zoning Map *Please note the new Historic District Survey layer indicators. Orange indicates a Non-Contributing status, Blue indicates a Contributing status, black indicates no survey.*



Parcel View



Block View

**REFERENCE ITEM 2:** City of Georgetown Future Land Use Map *Approximate position of property in question indicated by dot.*



**REFERENCE ITEM 3:** FEMA Flood Map



Flood zone	<u>AE</u>
Coastal A zone	No
Supplemental Coastal A	No
In Floodway	No
In CBRS	No
In OPA	No
Base Flood Elevation	<u>10.0'</u>
Design Flood Elevation ⓘ	<u>12.0'</u>

**Statewide Survey of Historic Properties**  
State Historic Preservation Office  
South Carolina Department of Archives and History  
8301 Parklane Rd.  
Columbia, SC 29223-4905 (803) 896-6100

Control Number: U / 43 / 191-0241  
Status County No Site No  
Quad Name: Georgetown South  
Tax Map No.: 05-0026-162-00-00

### ***Intensive Documentation Form***

#### **Identification**

Historic Name: City Billiard  
Common Name: Diamond Collection  
Address/Location: 920 Front Street

City: Georgetown County: Georgetown

Vicinity of:

Ownership: Private Category: building

Historical Use: Commerce/Trade

Current Use: Commerce/Trade

#### **National Register of Historic Places Information**

SHPO National Register Determination: Contributes to Listed District

Notes on National Register Status:

Other Designation:

#### **Property Description**

Construction Date: c. 1920

Commercial Form: 1-part commercial block

Stories: 1 story

Alteration Date: 1929

Historic Core Shape: rectangular

##### *Roof Features*

Shape: uniform pitch

Materials: not visible

##### *Porch Features*

Porch Width:

Shape:

Construction Method: masonry

Exterior Walls: brick

Foundation: not visible

Significant Architectural Features: Flat parapet with corbelled brick cornice and dog-tooth brickwork above flat sign panel.

Alterations:

1929: façade clad with yellow brick, recessed square entry with single-leaf door and 1-light windows over wood panels.

Architect(s)/Builder(s):

**Historical Information**

Historical Information:

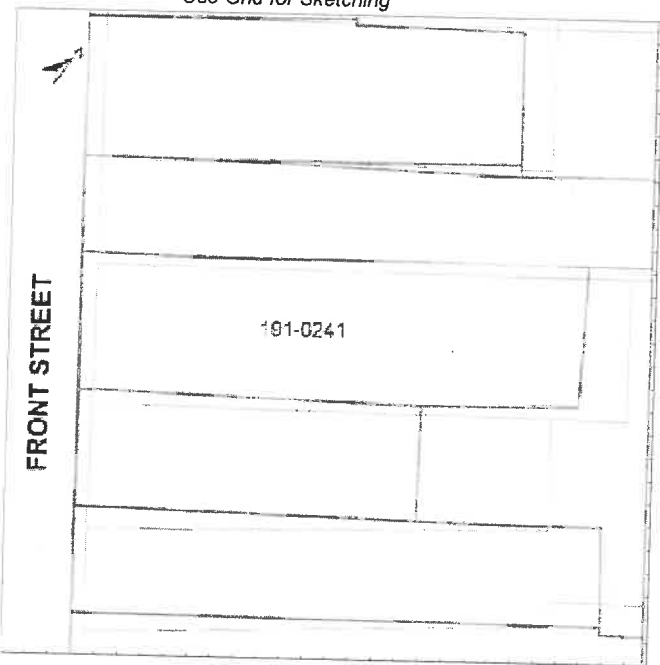
Source of Information: Sanborn Maps: 1913, 1924. Georgetown Times: 5/31/1929, 6/21/1929, 8/9/1929.

**Photographs**

Roll No.	Neg. No.	View of
		Façade, Looking NE
		Rear, Looking W



Use Grid for Sketching



**Program Management**

Recorded by: Ellen Jenkins (TRC)

Date Recorded: 6/25/2010



## Planning & Community Development

### 2026 Planning Application Schedule

Architectural Review Board		Board of Zoning Appeals		Community Appearance Board		Planning Commission	
<i>First Monday of the Month 5:30 PM</i>		<i>First Wednesday of the Month 6:00 PM</i>		<i>Third Tuesday of the Month 5:30 PM</i>		<i>Fourth Tuesday of the Month 6:00 PM</i>	
Application Deadline	Meeting Date	Application Deadline	Meeting Date	Application Deadline	Meeting Date	Application Deadline	Meeting Date
December 10, 2025	January 5, 2026	December 10, 2025	January 7, 2026	December 10, 2025	January 20, 2026	December 10, 2025	January 27, 2026
January 17, 2026	February 2, 2026	January 17, 2026	February 4, 2026	January 17, 2026	February 17, 2026	January 17, 2026	February 24, 2026
February 11, 2026	March 2, 2026	February 11, 2026	March 4, 2026	February 11, 2026	March 17, 2026	February 11, 2026	March 24, 2026
March 11, 2026	April 6, 2026	March 11, 2026	April 1, 2026	March 11, 2026	April 21, 2026	March 11, 2026	April 28, 2026
April 8, 2026	May 4, 2026	April 8, 2026	May 6, 2026	April 8, 2026	May 8, 2026	April 8, 2026	May 26, 2026
<b>----- New deadlines take effect -----</b>							
May 4, 2026	June 1, 2026	May 4, 2026	June 3, 2026	May 18, 2026	June 16, 2026	May 22, 2026	June 23, 2026
June 8, 2026	July 6, 2026	June 1, 2026	July 1, 2026	June 22, 2026	July 21, 2026	June 29, 2026	July 28, 2026
July 6, 2026	August 3, 2026	July 6, 2026	August 5, 2026	July 20, 2026	August 18, 2026	July 27, 2026	August 25, 2026
August 10, 2026	September 7, 2026	August 3, 2026	September 2, 2026	August 17, 2026	September 15, 2026	August 24, 2026	September 22, 2026
September 7, 2026	October 5, 2026	September 7, 2026	October 7, 2026	September 21, 2026	October 20, 2026	September 28, 2026	October 27, 2026
October 5, 2026	November 2, 2026	October 5, 2026	November 4, 2026	October 19, 2026	November 17, 2026	October 26, 2026	November 24, 2026
November 9, 2026	December 7, 2026	November 2, 2026	December 2, 2026	November 16, 2026	December 15, 2026	November 23, 2026	December 22, 2026
December 7, 2026	January 4, 2027	December 7, 2026	January 6, 2027	December 21, 2026	January 19, 2027	December 28, 2026	January 26, 2027
January 4, 2027	February 1, 2027	January 4, 2027	February 3, 2027	January 18, 2027	February 16, 2027	January 25, 2027	February 23, 2027

*Staff will have 5 business days to deem an application complete or incomplete. All applications should be submitted to [planning@georgetownsc.gov](mailto:planning@georgetownsc.gov)*