

CITY OF ROCK HILL  
Planning & Zoning Commission  
Meeting Minutes  
Wednesday, February 7, 2024

1. Meeting Called to Order by Arthur Mitchell at 6:44 PM
2. Commission Members Attendance

**Present:**

Mark McCarthy  
Corey Gibbar  
Jeffrey Took, Board Liaison  
Ellen Rottjakob City Planner

Arthur Mitchell  
Jeffrey Schimek  
Wyndell Hill  
Garret Schlett, City Admin.

**Absent:**

Bridget Geiss  
Saad Amir  
David Lancaster

3. Approval of the Meeting Minutes from the December 6, 2023, meeting:

**A motion was made to approve the Minutes for the December 6, 2023, meeting.**

**Main Motion: Jeffrey Took**

**Seconded: Mark McCarthy**

**Vote: Unanimous Aye**

**Motion: Pass**

4. Approval of the Agenda for the February 7, 2024, meeting:

**A motion was made to approve the Agenda for the February 7, 2024, meeting.**

**Main Motion: Wyndell Hill**

**Seconded: Jeffry Took**

**Vote: Unanimous Aye**

**Motion: Pass**

5. Public Comment:

None.

6. Architectural Review for a new residence at 545 Leonard Avenue

City Planner Ellen Rottjakob reviewed the request submitted by Jessica Deem architect representing property owners Nate & Allison Brack for a new residence at 545 Leonard Avenue. The proposed house will be two and one-half story, 3,393 square feet in area and approximately 28'-6" in height. The cities masonry requirement is not applicable for the proposed home. The design elements are provided as follows:

**Front Façade – 3 Elements Needed**

- Multiple Roof Lines
- Multiple Materials Used
- Decorative architectural elements
- At Least three windows provided
- Recesses/offsets

**Right Side – 2 Elements Needed**

- Multiple Roof Lines

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- At Least Three Roof Windows Provided
- More than one type of exterior building materials

Left Side – 2 Elements Needed

- Multiple Roof Lines
- At Least Three Windows Provided
- More than one type of exterior building materials

Rear Façade

- Multiple Roof Lines
- At Least Three Windows Provided
- Recesses/offsets

The colors are as follows:

- Lap Siding: White
- Board & Batten: Light Gray
- Roof: Metal Standing Seam - Gray

Jessica Deem provided material samples for review and to take any questions.

**A motion was made to approve the Architectural Review for a new residence at 545 Leonard Avenue.**

**Main Motion: Jeffrey Took**

**Seconded: Mark McCarthy**

**Vote: Unanimous Ayes**

**Motion: Passes**

Public comment to architectural review:

Caitlin Keefe of 511 Leonard Avenue, neighbor to 545 Leonard Avenue, brought up safety concerns of developing the site. Soil stability was a concern with a previous potential development of the property. The site geotech report will be followed and adjusted as needed based upon soil conditions found. Site development should not impact adjacent properties.

7. Site Plan Review for a new residence at 545 Leonard Avenue

City Planner Ellen Rottjakob reviewed the request submitted by Jessica Deem architect representing property owners Nate & Allison Brack for a new residence at 545 Leonard Avenue. The proposed house will be two and one-half story, 3,393 square feet in area and approximately 28'-6" in height. The cities masonry requirement is not applicable for the proposed home. The property is zoned "A" Residence District. The property is currently vacant. The land will be graded to maintain the current drainage pattern.

The request is compliant with all applicable City of Rock Hill Ordinances and Staff recommends the Commission to approve the site plan and elevations for the proposed house. MSD will be performing site review for the development of the site.

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**A motion was made to approve the Site Plan for a new residence at 545 Leonard Avenue**

**Main Motion: Wyndell Hill**

**Seconded: Jeffrey Took**

**Vote: Unanimous Ayes**

**Motion: Passes**

8. Adjournment - The meeting adjourned at 7:21 P.M.