



## South Carolina Planning Education Advisory Committee (SCPEAC)

October 10, 2024

### NOTICE OF DECISION

**Title of Program:** Greenville History and Architectural Mobile Workshop

**Organization:** City of Greenville

**The following action has been taken by the SCPEAC on this application:**

APPLICATION RECEIVED                      Date: October 9, 2024

APPLICATION REVIEWED                      Date: October 10, 2024

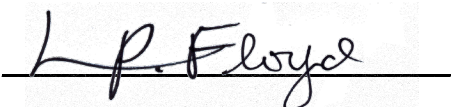
ACCEPTED WITHOUT OBJECTION              Date: N/A


- a)       X   ACCREDITED for: 90 minutes CE credit hours: 1.5
- b)     \_\_\_\_\_ DENIED ACCREDITATION
- c)     \_\_\_\_\_ RETURNED for more information

**If accredited:**

a)     Authorized Course No.: 2024-09

b)     Date of accreditation: October 10, 2024

Certification Signature, MASC Administrative Representative: 

Certification Signature, SCPEAC Representative: 

**For further information, contact Urica Floyd at 803-354-4754  
or the committee at [SCPEAC@masc.sc](mailto:SCPEAC@masc.sc).**



## Application for Accreditation of a Continuing Education Program or as a Sponsor Organization

NOTE: This certification form, together with the required information referenced therein, shall be submitted to the South Carolina Planning Education Advisory Committee. Applications are due no later than 30 days prior to the first scheduled presentation of a program or class. Once submitted, if no objections are raised by a member of the SCPEAC within 10 business days of receipt, the program shall be considered accepted. If an objection is raised, a teleconference meeting shall be scheduled with appropriate public notice, as soon as reasonably possible, to review the application. The Committee will consider extenuating circumstances where the 30-day deadline cannot be met.

### Reason for Application

Choose one:

Request as a Local Official for Continuing Education Program Approval  Request as an Organization for Accreditation of a Continuing Education Training  Request as an Organization to be an Approved Sponsor of Continuing Education Programs

### Applicant Information

*Applicants must meet the educational requirements of at least an undergrad degree, plus 5 years experience in the planning field.*

**Name**

Michael  
First

Frixen  
Last

**Municipality/County/Organization**

United States

**Position**

Principal Development Planner

**Phone**

(864) 467-4557

**Email**

mfrixen@greenvillesc.gov

If you are a COG Director, indicate which jurisdiction the certification is being requested for:

**Applicant Resume/Vita**

MichaelFrixenResume2024 (1).pdf

## Information About Organization Providing the Training

**Organization Name**

**Organization Address**

Address Line 1

Address Line 2

City

State

Zip Code

**Organization Phone**

**Organization Website**

**Name of Training Contact**

**Title of Training Contact**

**Training Contact's Phone**

**Training Contact's Email**

## Training Program Information

**Title of Planned Training or Program**

**Date of Training**

**Length of Training Session (i.e. 60 minutes, 90 minutes, 3-hours, etc.)**

**Training Location**

**Brief description of the Training or Program and its relevant content:**

Mobile workshop led by local historian and city planning staff that focuses on the history of Greenville, architectural landmarks, and downtown revitalization. City of Greenville Planning Staff will help facilitate the tour to provide urban planning context.

**Method of presentation (in-person; virtual; or other):**

In-person

**When will materials be distributed (before or at the time of the program):**

At time of program

**Description of materials to be distributed:**

Program agenda, handout with highlights of tour focus areas, and evaluation sheet.

**Method of Advertisement (Describe how you plan to notify local officials of the program):**

Public agenda posting and email

**Additional Comments**

## Required Attachments

**Brochure, if available:**

**Course Presenter(s) and credentials (include brief resumes and qualifications, combine into one .pdf document):**

Presenter Bios.pdf

**Copies of all handouts and course materials (combine into one .pdf document). If the course materials is a video/webinar recording include an informational sheet with video summary, links to the host site of the video, etc.:**

Handout & Overview.pdf

**Evaluation Form and method of evaluation (each program must be evaluated, combine into one .pdf document):**

Evaluation Sheet.pdf

**Certification. By submitting this application, the applicant agrees to:**

1. Allow in-person observation, without charge, of the Program by the SCPEAC Committee members. Any food, travel, or lodging costs will be the responsibility of the Committee member.
2. The applicant acknowledges that its approval for this Program may be withdrawn for violations of the regulations or failure to comply with the agreements and representations contained herein and as may be required by the SCPEAC.

# MICHAEL DAVID FRIXEN

2 Richbourg Ct  
Greenville, SC 29615

704-995-2783  
michael.frixen@gmail.com

## SUMMARY OF QUALIFICATIONS

- AICP-certified planner with 10+ years of professional experience, including 3+ years in management positions.
- Experience working with local governments, elected officials, public boards and commissions, state and federal agencies, development professionals, and community members.
- Integral to process that completely overhauled the zoning and development code for the City of Greenville, SC.
- Focus areas include urban and regional planning, environmental sustainability, and planning law.

## PROFESSIONAL EXPERIENCE

### City of Greenville

**Greenville, SC**

#### Principal Development Planner

April 2022-Present

- Manage the city's Long-Range Planning Division, which is responsible for preparing and administering the city's comprehensive plan and neighborhood and commercial master plans. The division also coordinates the city's planning commission, subdivision review processes, addressing policy, and various other functions essential to the city's planning and zoning operations. Maximum employees supervised: 4.
- Serve as part of the department's leadership team consisting of the planning director and other division managers. Work collaboratively to implement department policies, coordinate employee training programs, improve departmental workflows, facilitate interview and hiring processes, and respond to employee performance and disciplinary issues. Total department size: 18.
- From September 2022-June 2023, was integral to the process of updating Greenville's outdated development regulations with an all-new form-based code and citywide zoning map. Worked closely with project consultants, reviewed draft code language, presented to numerous neighborhood associations and developer groups, met with property owners, and responded to hundreds of public comments and questions. Prepared presentations and staff reports for the planning director to deliver at planning commission and city council meetings. The new code and zoning map were adopted unanimously by city council.
- Reformed the public engagement process for planning and development projects by replacing individual neighborhood meeting requirements with a new monthly public open house organized by the city.
- Completed the city's 48-hour supervisory development program in spring 2023.

#### Assistant to the City Manager & Sustainability Coordinator

January 2020-April 2022

- Provided support to the city manager, deputy city manager, and assistant city manager on a variety of projects and initiatives. Prepared presentations and materials for city council and other public meetings. Oversaw the city's annual work plan and compiled quarterly progress reports. Performed office administrative duties and managed the department budget. Helped establish the city's short-term rental enforcement program.
- In addition to the responsibilities above, served as the city's sustainability coordinator. Worked with city departments, external partners, and a citizen sustainability committee on initiatives around clean energy, electric vehicles, green infrastructure, and more. Worked with the Shi Institute for Sustainable Communities at Furman University to develop a new sustainability plan for the city. Managed student sustainability interns. Represented the City of Greenville on a statewide electric vehicle task force.

#### Development Planner

August 2018-January 2021

- Served as staff liaison to the city planning commission. Work involved meeting with developers to review project proposals, processing applications, ensuring compliance with public notice and legal requirements, preparation of staff reports, meeting facilitation, and preparation of draft ordinances for city council.
- Completed zoning functions including permit review for residential and commercial projects, review of wireless facilities, and processing of sign permits. Responded to inquiries and provided general assistance to the public and development community on zoning and land development requirements.

**Chattanooga Area Regional Council of Governments/  
Southeast Tennessee Development District (SETDD)**

**Chattanooga, TN**

**Director of Planning**

**January 2017-August 2018**

- Responsible for SETDD's planning programs and staff. Included managing existing planning operations, developing new programs and revenue streams, and directing staff to ensure delivery of quality services.
- Oversaw team of 7 planners in the Dept. of Community & Economic Development. Responsible for staff performance, employee training, and ongoing professional development.
- Assisted the Area Agency on Aging and Disability with strategic planning and program development.
- In addition to management responsibilities, also performed all functions as Regional Planner (outlined below).

**Regional Planner**

**July 2012-December 2016**

- Served as the staff planner for multiple communities in southeast Tennessee. Work involved attending monthly planning commission meetings, reviewing residential and commercial projects for compliance with local development regulations, and updating zoning ordinances and maps.
- Prepared and presented planning documents, staff recommendations, draft ordinances, and resolutions before planning commissions, city council meetings, and other civic boards.
- Created GIS maps and constructed new shapefiles for a variety of applications.
- Wrote successful proposal for SETDD to be selected as the University of Tennessee's Smart Communities Initiative program partner for 2015-16. Worked with student groups to complete projects throughout region.
- Coordinated the annual preparation of the region's Comprehensive Economic Development Strategy (CEDS) for submission to the U.S. Economic Development Administration.
- Prepared grant applications in the following categories: CDBG, stormwater management, façade enhancement, fire stations, farmers markets, transportation, and clean energy. Over \$2 million awarded.

**INTERNSHIPS AND OTHER EXPERIENCE**

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**Blueprint 2000 Intergovernmental Agency**

Planning Intern

**Tallahassee, FL**  
Aug. 2010-April 2012

**Florida Planning and Development Lab**

Graduate Studio Member, Sustainability Plan for Jefferson County, FL

**Tallahassee, FL**  
Aug. 2011-Jan 2012

**Jackson County Planning Office**

Planning Intern

**Sylva, NC**  
May-July 2011

**Cashiers Village Council**

Planning Intern

**Cashiers, NC**  
January-May 2010

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**EDUCATION**

**Florida State University**

Master of Science in Urban and Regional Planning

**Tallahassee, FL**  
April 2012

**Western Carolina University**

Bachelor of Arts in History

**Cullowhee, NC**  
May 2010

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**OTHER EXPERIENCE AND QUALIFICATIONS**

**American Institute of Certified Planners**—AICP certification obtained in 2014

**American Planning Association**—member, South Carolina chapter

**Boy Scouts of America**—Eagle Scout

**Southeast Sustainability Directors Network**—member since 2020

**Urban Land Institute**—member since 2023

**Western Carolina University**—Honors College (graduated summa cum laude); Kappa Sigma Fraternity; Phi Alpha Theta (history honors society); student government association president; resident assistant; writing center tutor

# Downtown Greenville History & Architecture Mobile Workshop

October 28 & 30, 2024

## ATTENDEES

Members of the City of Greenville Planning Commission, Board of Zoning Appeals, Design Review Board, and Historical Review Board

## FACILITATORS

John Nolan, President of Greenville County Historical Society  
City of Greenville Planning Staff

## OBJECTIVE

To enhance the knowledge and contextual understanding of attendees by exploring significant historical sites and architectural landmarks in the City of Greenville. During the workshop, participants will gain insights into the evolution of the city, the role of city planning and public-private partnerships in Greenville's downtown development, and the architectural influences that have shaped Greenville over time. This tour will provide board and commission members with a deeper appreciation of the relationship between historical context and contemporary urban development, enabling them to make informed decisions in their respective roles for the Greenville community.

## DESTINATIONS AND FOCUS AREAS *May be modified for time.*

- NoMa Square – Large public plaza anchored by the Hyatt Regency Hotel that has provided a setting for numerous community events for decades, and which was constructed years before many of the city's other downtown amenities.
- Mast General Store – Historic building previously owned by the City that was held until the right tenant became available, and which serves as one of the largest retail attractions on Main Street.
- Max Heller Legacy Plaza – Story Austrian-born Heller who escaped Nazi Germany, went on to become mayor of Greenville, and spearheaded many of the efforts to transform downtown Greenville in the 1960s and 1970s that laid the foundations for the city today.
- Sterling High School Students – Recognition of efforts from local students to protest segregation in local schools and facilities, and support the civil rights movement that helped lead to integration in Greenville.
- Public art and statues featuring Vardry McBee and Joel Poinsett – Discuss the role of these figures in the settlement and history of Greenville.
- Court Square – Focus on this central courtyard and recreated historical streetscape that is surrounded by several historic and architecturally significant buildings including the Poinsett Hotel and historic county courthouse.
- Falls Park – Visit the Reedy River Falls Historic Park and Greenway District and examine how the construction of Falls Park in 2004 helped spur the modern-day transformation of downtown Greenville.

- Riverplace and/or Camperdown – Discuss how public-private partnerships can help spur downtown redevelopment with public realm benefits.
- West End Commercial Historic District – Discuss the history of the West End, revitalization efforts, and intentional planning and placemaking strategies to provide a distinct character for this area of downtown. Consider the role of the Greenville Drive Stadium as the catalyst for redevelopment.



## City of Greenville

### Training Session for Planning Review Boards – October 28 & 30, 2024

#### Presenters

##### **Mary Douglas Hirsch, AICP**

*Planning Administrator, City of Greenville Dept. of Planning & Development Services*

Mary Douglas is a certified planner (AICP) with the American Planning Association and received a Master of City and Regional Planning from Clemson University and a bachelor of science in Business Administration from Presbyterian College. Mary Douglas began with the City of Greenville in 2005 as the Downtown Development Manager and later as the Real Estate Development Manager, both in the City's Economic Development Department. In her current role as Planning Administrator since early 2022, Mary Douglas facilitates and manages the City's day-to-day operations in long-range planning, current planning and urban design activities. She is an active member of ULI South Carolina, as well as a member of the South Carolina Chapter of the American Planning Association (SCAPA).

##### **Michael Frixen, AICP**

*Principal Development Planner, City of Greenville Dept. of Planning & Development Services*

A native of Charlotte, NC, Michael earned his degree in History from Western Carolina University before obtaining his Master of Urban and Regional Planning from Florida State University. Michael started his professional career in 2012 as a Regional Planner for the Chattanooga Area Regional Council of Governments and was ultimately promoted to Planning Director. In 2018, Michael joined the City of Greenville as a Development Planner, where he reviewed new developments and coordinated the Planning Commission. Beginning in 2020, Michael served for two years as the Assistant to the City Manager, overseeing the city's annual work plan and supporting the City Manager's Office with special projects and initiatives. During this time, he also served as the city's Sustainability Coordinator and provided staff support for the Green Ribbon Advisory Committee. In April 2022, Michael rejoined the Planning Department and serves as Principal Planner over the Long-Range Planning Division. Michael's professional interests include community revitalization, public health, and planning law.

##### **Edward Kinney, PLA**

*Principal Landscape Architect, City of Greenville Dept. of Planning & Development Services*

Edward is the city's Senior Landscape Architect and manages the Urban Design Division. He is a licensed landscape architect and arborist with a master's degree in Landscape Architecture. Edward worked as a private consultant for ten years before joining the city in 2013. He built projects in the Southeast, New England, the western states, and Canada. His work encompasses urban planning and design, master planning for main streets, housing developments, commercial and mixed-use developments, park design

and construction, streetscape design, resort amenity design, zoo design, and the design and construction of outdoor classrooms for the Denver Public School System, for which he received an AmeriCorps Service Award. Edward was appointed to the SC Board of Landscape Architectural Examiners by Governor Nikki Haley in 2015 and reappointed by Governor McMaster in 2019 where he currently serves as vice-chair. Edward was recently appointed to the National Board of Directors of CLARB, which oversees all landscape architecture licensure boards in the United States, US Territories and Canada.

### **Kris Kurjiaka, AICP**

*Principal Development Planner, City of Greenville Dept. of Planning & Development Services*

Kris grew up in Danbury, CT and at 18, moved south to attend the University of North Carolina, where he earned a Bachelor of Arts in Political Science. After graduating, he briefly returned to Connecticut where he worked as a substitute teacher, high school cross country and track coach and auto parts store manager. In 2006, he moved south once again to pursue a Master of City and Regional Planning at Clemson University. Before coming to work for the City, Kris served as town planner for the Town of Pendleton and as zoning administrator and principal planner for Greenville County. Today, he leads the City's Current Planning team, and his planning interests include enhancing the unique character in a community through orderly and thoughtful growth and development.

### **John Nolan**

*Owner of Greenville History Tours and Professor at Bob Jones University*

John Nolan received a B.F.A. in Studio Art (Painting and Drawing) from Bowling Green State University and during his Junior year spent a summer abroad in Florence, Italy on a full-ride portfolio scholarship to attend Studio Art Centers International. Also, during the summer of 1992, John earned a full paid portfolio scholarship to take painting, drawing and sculpture courses at the Chautauqua Institution, New York.

After receiving a Graduate Assistantship, John moved to Greenville and earned an M.A. in Studio Art (Painting) from Bob Jones University before coming to work at the Museum & Gallery at BJU in 1995. He gleaned much from the museum's founder, Dr. Bob Jones Jr., during the last two years of his life. Since his appointment as M&G's curator in 1997, Nolan has published a collection catalog of 100 masterworks, three loan exhibition catalogs (*John the Baptist and the Baroque Vision; Discovering a Pre-Renaissance Master: Tommaso del Mazza*; and, currently, *A Divine Light: Northern Renaissance Paintings from the BJU Museum & Gallery*), organized scholarly symposia, curated exhibits, and oversees collections at two museum facilities.

John is the current president of the Greenville County Historical Society and the owner of Greenville History & Culinary Tours.

**Session Evaluation**

**City of Greenville Planning Review Board Training**

**Date: October 28 & 30, 2024**

<b>Presentation: Greenville History and Architecture Mobile Workshop</b>					
<b>Presenter(s): City Staff</b>					
<b>Evaluation Statement</b>	<b>Strongly Disagree</b>	<b>Disagree</b>	<b>Neutral</b>	<b>Agree</b>	<b>Strongly Agree</b>
The material was applicable and relevant for me as a board or commission member.	1	2	3	4	5
The material was presented clearly and in an understandable format.	1	2	3	4	5
The material increased my knowledge of planning and development in Greenville.	1	2	3	4	5
I will apply the information from this session in my role as a board or commission member.	1	2	3	4	5
I would like to learn more about this topic at a future workshop or presentation.	1	2	3	4	5

Comments: