

Minutes
Regular Meeting of the Florence County Planning Commission
Electronic Meeting Format (Webinar)
Tuesday, February 23, 2021 at 6:00 p.m.
County Complex, Room 803
180 N. Irby St., Florence, South Carolina 29501

The Florence County Planning Department staff posted the agenda for the meeting on the information boards at the main entrance and the back entrance of the County Complex and on the information board in the lobby of the Planning and Building Inspection Departments office.

The agenda was also mailed to the media.

I. Call to Order:

Prior to the meeting being called to order Mr. J. Shawn Brashear Director of Planning and Building ensured that all commissioners and public that desired to attend the meeting were connected and on line in the live stream webinar. He conducted a roll call of the Commission Members and indicated that the Commission did have a quorum and could begin at the appropriate time.

Chairman Jody Lane, called the meeting to order at 6:00 p.m.

II. Attendance:

Commissioners Present: Jody Lane, Chairman
Allie Brooks
Doris Lockhart
Linda Borgman
Karon Epps
Jeffrey M. Tanner

Commissioner Dwight Johnson was online in the webinar but had audio difficulties and could not respond to meeting attendees. He was not able to vote on any agenda items.

Commissioners Absent: Cheryl Floyd, Vice-Chairman
Mark Fountain

Staff Present: J. Shawn Brashear, Planning Director
Nickolas Ammons, Planning Manager
Derrick Singletary, Senior Planner
Ethan Brown, Senior Planner
Lisa Becoat, Secretary III

Public Attendance: See sign-in sheet and electronic sheet on file with the Florence County Planning Department.

III. Review and Motion of Minutes

- **Meeting of January 26, 2021**

Motion to approve minutes as presented – Commissioner Allie Brooks / Second – Commissioner Doris Lockhart. / Voting Commissioners (Chairman Jody Lane approved; Allie Brooks approved; Doris Lockhart approved; Linda Borgman approved; Karen Epps approved, and Jeffrey Tanner approved) - Unanimously approved 6 to 0 the minutes of the planning commission meeting of January 26, 2021.

IV. Public Hearing

Map Amendment:

PC#2021-05 Map Amendment Requested By Edwin And Yadhira Brooks To Change The Zoning Designation For The Property Of Tax Map No. 00127, Block 01, Parcel 283 Located At 2021 Hazelwood Lane, Florence From R-3, Single Family Residential District, To RU-1, Rural Community District.

Mr. J. Shawn Brashear presented the staff report and presentation to the Commission. He indicated that the property was in County Council District Five(5), approximately one acre and was a neighboring property to a lot that had recently been recommended for a zoning map change at the last County Council meeting. He further indicated that the property to the Northeast was recently rezoned to RU-1(referring to slide five(5) of the planning commission presentation). He indicated that a doublewide manufactured home resided on the site; and, that a plat had been submitted showing the existing structure did conform to the present zoning regulation. He also stated that some stick-framed homes were located in the area but were further down the road. Signs notifying the public of the meeting were posted on the property and letters were sent out to adjacent property owners as per County Ordinance. No public comments and/or inquiries were received regarding the requested map amendment.

(Copy of the staff report and presentation are available at the Florence County Planning Department and on the Florence county website at: <http://www.florenceco.org/offices/planning/commission/>).

Chairman Jody Lane opened the meeting up to questions/discussions by the Commission.

In response to questions by the Commission Mr. Brashear stated that the staff recommendation of a conditional approval on the staff report was an error and that no conditions that staff were aware of existed for the proposed map amendment.

Chairman Lane inquired if there was any public on line in the webinar who desired to speak in favor of the proposed requested map amendment.

There was no public in attendance on line in the webinar who desired to speak in favor of the proposed map amendment.

Chairman Lane inquired if there was any public on line in the webinar who desired to speak opposed to the proposed requested map amendment.

There was no public in attendance on line in the webinar who desired to speak opposed to the proposed map amendment.

There were no further questions and/or discussion and Commissioner Allie Brooks made a motion that the proposed requested map amendment **PC# 2021-05** be approved as presented. / Second – Commissioner Linda Borgman / Voting Commissioners (Chairman Jody Lane approved; Allie Brooks approved; Doris Lockhart approved; Linda Borgman approved; Karen Epps approved, and Jeffrey Tanner approved) - Unanimously voted 6 to 0 to approve the proposed map amendment PC# 2021-05.

The Public Hearing was closed.

V. Other Business:

Chairman Jody Lane indicated that there was no other business to discuss and asked for the director's report.

VI. Director's Report:

Mr. J. Shawn Brashear comments were as follows:

The summary plat and building reports were attached and presented for edification and review.

- **Summary Plat Report for (January 2021)**
- **Building Report for (January 2021)**

He also indicated that the department had been operating a new software system since March of 2020. The software allowed contractors and citizens to apply for permits on line. He further indicated that staff encouraged user of the system to contact staff if they had a desire to make appointments to have one on one training of the software system. The training would show how to upload plans and to apply for permits 24 hours a day, 7 days a week. Once an account was setup, the software system would allow them to see where their project is and review the process through the reviews, any comments, request inspections and know once the permit has been issued, including receiving emails of the status of reviews, inspections, etc. They could also utilize the account to track all of their new projects and some of their old projects utilizing the search engines of the software. Staff would like to invite contractors, developers and other users of the system to contact staff and they will set aside time to assist them with navigating through the new software system.

Chairman Jody Lane indicated that the new software system appeared to be a huge step forward for the County and beneficial to many.

In response to questions by the Commission Mr. Brashear indicated that he was unaware if the City of Florence was utilizing the same permitting software package.

There being no further questions and/or discussion Chairman Lane requested a motion for adjournment.

Adjournment:

There being no further discussions Commissioner Allie Brooks made a motion that the webinar meeting be adjourned. / Second – Commissioner Linda Borgman / Unanimously voted 6 to 0 to adjourn the meeting.

The meeting adjourned at 6:09 p.m.

Lisa M. Becoat
Secretary

Approved by:

J. Shawn Brashear
Planning Director

*These minutes reflect only actions taken and do not represent a true verbatim transcript of the meeting.