

Minutes
Regular Meeting of the Florence County Planning Commission
Tuesday, April 25, 2023 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 lobby 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:

Chairman Cheryl Floyd, called the meeting to order at 6:01 p.m.

II. Attendance:

Commissioners Present: Cheryl Floyd, Chairman
Dwight Johnson, Vice-Chairman
Allie Brooks
Glynn Willis
Linda Borgman
Jeffrey Tanner

Commissioners Absent: Karon Epps
Doris Lockhart
Mark Fountain

Staff Present: J. Shawn Brashear, Planning Director
Ethan Brown, Deputy Director
Derrick Singletary, Senior Planner
Brian Kennedy, Engineering
McKenna McRoy, Planner III
Lisa Becoat, Administrative Assistant

Public Attendance: See sign in sheets on file with the Florence County Planning Department.

Chairman Cheryl Floyd led the Pledge of Allegiance to the American Flag and Commissioner Allie Brooks provided the invocation.

III. Review and Motion of Minutes

- **Meeting of February 28, 2023.**

Motion to approve minutes – Vice-Chairman Dwight Johnson made a motion to approve the minutes of the Planning Commission meeting of February 28, 2023. / Second – Commissioner Glynn Willis / Unanimously approved 6 to 0 the minutes of the February 28, 2023 Planning Commission meeting.

IV. Public Hearing

Road Naming:

PC#2023-15 Request For The Naming Of A Private Road, Tightrope Drive, Located Off Hollyberry Lane In Timmons ville, As Shown On Florence County Tax Map No. 00052, Block 04, Parcel 105.

(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/>).

Mr. J. Shawn Brashear presented the staff report and presentation to the Commission. He indicated that the property was located off Hollyberry Lane in Timmons ville, SC, County Council District four and the owner of record was Natasha Byrd. He further indicated that the road name had been reviewed by the E911 Addressing Department and they had indicated that the name Tightrope Drive is a suitable name and does not contradict another name in Florence County which would cause confusion in an emergency situation. The property is located between Florence and the Timmons ville area just north of Highway 76 and is currently zoned RU-1. It is presently farm fields and the owner desires to subdivide the property into six (6) different lots and the road would serve those six lots. He provided an image of the property and the location of the proposed road. The road would be a private road and not maintained by Florence County. As a privately maintained road it must have a fifty-foot wide (50') easement and have an improved surface eighteen feet (18') wide with three (3) inches of gravel prior to staff stamping the plat and moving forward through planning, and to be recorded by the Clerk of Court. All of that is contingent upon the approval of the road name.

Chairman Cheryl Floyd inquired if there were any questions and or discussion from the Commission.

In response to questions and discussion from the Commission Mr. Brashear indicated that private entities would be responsible for the maintenance of the road and that information is required on the stamped plat that would be recorded at the Clerk of Courts Office. This is done so that if anyone who comes along in the future inquires about the road it will be clearly recorded and stamped on the plat as a private road. The true purpose for the graveled road is for emergency vehicle use. It is also allowed at the staff level for single subdivisions of six (6) lots without consideration of any other improvements, such as curbs,

sidewalks, street trees and the likes. They lots could have water and or sewer but most times the lots are serviced by septic tanks and some public water. Hollyberry Lane is an existing maintained County road. The County today does not accept any other roads into its maintenance system unless they are truly paved roads. Why the County does maintain Hollyberry Lane it will not maintain Tightrope Drive as that will be the responsibilities of the owners along that road. The only way that County will agree to maintain that road is if it is improved with paved conditions just as a regular subdivision. There is currently not a method to which the County can take action and require a road to be maintained. While it is clearly stated that County is not responsible for the maintenance of the road; there is not a mechanism in place for County to go out to the residence to say that you are not maintaining the road and the school bus cannot come down the road, you need to correct the road. Presently there is nothing in place for the County to do that other than to the point where it becomes unsafe and unpassable and then County would go after the owners under the nuisance process. It is not required for subdivisions to have restrictive covenants but it would be one way to ensure funds were available to maintain private roads.

There was further discussion by the Commission regarding the different development standards of private roads but the Chairman explained to the Commission and the public in attendance at the meeting that the item being proposed and requested was strictly for the naming of a road and if the proposed road name complied with the County ordinance. That is what the Commission was to make a recommendation on.

In response to the discussion from the Commission Mr. Brashear indicated that the road name complied with all the technical standards of the Florence County Ordinance for road naming's.

There was no further questions and or discussion from the Commission and Chairman Cheryl Floyd inquired if there was any public in attendance who desired to speak in favor of the proposed requested road naming.

There was no public in attendance who desired to speak in favor of the proposed requested road naming.

Chairman Cheryl Floyd inquired if there was any public in attendance who desired to speak opposed to the proposed requested road naming.

There was no public in attendance who desired to speak opposed to the proposed requested road naming.

There were no further questions, comments and or discussion and Commissioner Glynn Willis made a motion to approve the proposed requested road naming PC#2023-15 / Second - Commissioner Allie Brooks / The Commission voted 6 to 0 to approve the proposed requested road name **PC#2023-15**.

Text Amendments:

PC#2023-16 Request For Text Amendments To The Florence County Code Of Ordinances, Chapter 30, ZONING ORDINANCE, ARTICLE IX- APPLICATION FOR CHANGE AND/OR RELIEF, Sec 30-296. –

**Application Requirements And Fees, TABLE X INFORMATION
REQUIRED TO SUPPORT APPLICATION.**

(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/>).

Mr. J. Shawn Brashear presented the staff report and presentation to the Commission. He indicated the change was to the informative Table X of Section 30-296 of the Florence County Ordinance Chapter 30. The ordinance provides brief application information of what is required for map amendments and text amendments and the ordinance has a heading problem where it states “type of and/or variance requested.” The information is completely out of place and confusing. It should simply state “Map Amendment” and the four items indicated are what is required for a map amendment. There are no technical changes, no additions no variations from the requirements of the ordinance. The change is simply to clarify the table.

Chairman Cheryl Floyd inquired if there were any questions and or discussion from the Commission.

There were no questions and or discussion from the Commission and Chairman Cheryl Floyd inquired if there was any public in attendance who desired to speak in favor of the proposed text amendment.

There was no public in attendance who desired to speak in favor of the proposed text amendment.

Chairman Cheryl Floyd inquired if there was any public in attendance who desired to speak opposed to the proposed text amendment.

There was no public in attendance who desired to speak opposed to the proposed text amendment.

There were no further questions, comments and or discussion and Commissioner Allie Brooks made a motion to approve the proposed text amendment as presented in PC #2023-16 / Second - Commissioner Jeffrey Tanner / The Commission voted 6 to 0 to approved the proposed text amendment **PC #2023-16**.

PC#2023-17 Request For Text Amendments To The Florence County Code Of Ordinances, Chapter 28.6, LAND DEVELOPMENT AND SUBDIVISION ORDINANCE, ARTICLE VI- SUBDIVISION IMPROVEMENTS AND GUARANTEES, Sec 28.6-98 – Acceptance Techniques In Lieu Of Completion Of All Improvements.

(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/>).

Mr. J. Shawn Brashear presented the staff report and presentation to the Commission. He stated that the words “and/or a cash escrow” had been added to the ordinance. The ordinance indicates that the County

Administrator may accept some financial guarantee if improvements are completed prior to the closeout of a subdivision. A closeout means when the developer has submitted that final plat turning the lots on by which builders can then obtain permits to build houses. The developer has gone in and graded out the land, put the utilities in the ground, put in the curbs, the gutters and the storm water system. They have paved the roads, put in all the grass in and put up the signage and is ready to build houses. However, the stormwater inspector goes out to the sight and determines that the site does not or has not reached complete stabilization around the ponds and or the grass. The one option the developer has is to provide a financial guarantee. The most common received is a letter of credit which is stated in the code. In years past staff has accepted cash escrows, the developer writes the County a check, and that check is held in the vault in County Administration for thirty (30) days and after thirty (30) days it is deposited in the bank. When the improvements are completed we then write that check back to the developer. In worst case sceneries, which we have not had to do, we could take the check and County could make the improvements themselves because the developer failed to complete them. Recently, staff had a developer desire to provide a bond in lieu of a financial guarantee and the County Attorney advised us that it was a bad idea. County did not want to go and start fighting out bonds to try to make a developer do improvements. Fortunately, staff has not had to go against a letter of credit and or a cash escrow and the County does not want to get into a position of a bond. The County Attorney recommended that we add the cash escrow statement to the text amendment so that it is plainly stated in the ordinance when and if staff has to bring one for consideration to the County Administrator for acceptance in lieu of completed improvements.

Chairman Cheryl Floyd inquired if there were any questions and or discussion from the Commission.

There were no questions and or discussion from the Commission and Chairman Cheryl Floyd inquired if there was any public in attendance who desired to speak in favor of the proposed text amendment.

There was no public in attendance who desired to speak in favor of the proposed text amendment.

Chairman Cheryl Floyd inquired if was any public in attendance who desired to speak opposed to the proposed text amendment.

There was no public in attendance who desired to speak opposed to the proposed text amendment.

There were no further questions, comments and or discussion and Commissioner Glynn Willis made a motion that the proposed text amendment PC# 2023-17 be approved / Second - Commissioner Allie Brooks / The Commission voted 6 to 0 to approve the proposed text amendment request **PC#2023-17**.

Map Amendments:

PC#2023-18 Map Amendment Requested By Florence County To Change The Zoning Designation From Unzoned To B-6 Industrial Consisting Of The Following Properties As They Are Reflected On The Tax Maps As: 00202-01-004, 00202-01-082, 00202-01-091.

(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/>).

Mr. J. Shawn Brashear presented the staff report and presentation to the Commission. He indicated that the properties were located in County Council District seven, off of North Williston Road and consisted of three parcels. Mr. Brashear provided some information pertaining to the parcels on the West side of Williston Road. He stated that the parcels housed a new Florence County Industrial Park with a spec building already built on site, waiting for a new industrial partner to come into the County. He further stated that the developer had originally requested to have the area zoned but staff had requested that they wait due to the zoning study that they were previously engaged in. Staff supports and recommends zoning the parcels to B-6 as they desire to protect the industrial park. Staff desires to continue to protect the industrial partners as Florence County continues to grow and enhance the county. He displayed an aerial of the property and explained that the property is presently unzoned and as such staff supports changing the zoning to protect the area as much as possible.

Chairman Cheryl Floyd inquired if there were any questions and or discussion from the Commission.

There were no questions and or discussion from the Commission and Chairman Cheryl Floyd inquired if there was any public in attendance who desired to speak in favor of the proposed map amendment request.

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

Chairman Cheryl Floyd inquired if there was any public in attendance who desired to speak opposed to the proposed map amendment request.

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

There were no further questions, comments and or discussion and Vice-Chairman Dwight Johnson made a motion that the proposed map amendment PC# 2023-18 be approved for a B-6 zoning designation / Second - Commissioner Glynn Willis / The Commission voted 6 to 0 to approve the proposed map amendment request **PC#2023-18**.

PC#2023-19 Map Amendment Requested By Florence County To Change The Zoning Designation From R-2 Single Family Residential To R-3A Single Family Residential Consisting Of The Following Properties As They Are Reflected On The Tax Maps As: 90108-06-016, 90108-06-017.

(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/>).

Mr. J. Shawn Brashear presented the staff report and presentation to the Commission. He indicated that the properties were located off of East Siesta Drive, Florence and the properties were zoned according to the comprehensive plan as part of the zoning study. Now, that the comprehensive plan zoning maps have been updated staff presents the properties back to the Planning Commission for a zoning designation that represents the current use of the property. R-3A supports townhomes and based on visual and aerials of the property it appears to be a two unit townhome.

Mr. Brashear additionally stated that staff had not received any calls and or inquiries on any of the items that were presented and reviewed by the Planning Commission.

Chairman Cheryl Floyd inquired if there were any questions and or discussion from the Commission.

There were no questions and or discussion from the Commission and Chairman Cheryl Floyd inquired if there was any public in attendance who desired to speak in favor of the proposed map amendment request.

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

Chairman Cheryl Floyd inquired if there was any public in attendance who desired to speak opposed to the proposed map amendment request.

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

There were no further questions, comments and or discussion and Commissioner Allie Brooks made a motion that the proposed map amendment request PC# 2023-19 be approved for R-3A zoning designation. / Second - Vice-Chairman Dwight Johnson / The Commission voted 6 to 0 to approve the proposed map amendment request **PC#2023-19**.

The Public Hearing was closed.

V. Director's Report:

Mr. J. Shawn Brashear presented the summary plat and building reports and they were also attached and presented for the Commission's review.

- **Summary Plat Reports for (February and March 2023)**
- **Building Reports for (February and March 2023)**

Prior to the meeting being adjourned the Vice-Chairman Dwight Johnson inquired if the Commission could conduct some forward planning. He indicated that through discussions with Mr. Brashear it was

possible that the Planning Commission would be getting some additional zoning studies in the coming months possible starting in August of 2023.

In response to the comments Mr. Brashear indicated that the 76 Gateway study would be coming up and Vice-Chairman Dwight Johnson and Commissioner Allie Brooks were a part of the policy committee. He stated that the Highway 76 study would look at zoning from the City limits of Florence SC to Francis Marion University and then Highway 327 (Williston Road) from the intersection of 76 and the Flea Market to the Interstate. The study would consist of zoning the frontage properties along those corridors and roads including an overlay district. An overlay zoning district will be unique to staff and the Planning Commission. The County has hired a consultant who has been providing reports and information regarding the study. Staff is now getting into the short roads of providing recommendations to the Planning Commission and County Council of what should be zoned and how it should be zoned. It includes quite a number of properties and staff intends to bring those before the Commission in bulk as it has been done in the past. Addressing the properties in bulk seems to work well for the Commission, County Council and the Community, instead of dragging the zoning studies out longer. Staff has anticipated that the first review of those properties will be presented in August or September of 2023. Staff will keep the Commission apprised of what is happening and intends to get an information packet out to the Commission sometime in June or July, regarding what is coming and how the zoning will be phased for presentation and for review. The Commission can also have a workshop to see and review the what, why, where and how things will be laid out including having the consultant meet with the Commission and staff to answer any questions and or concerns that may come up. Additionally, answering questions and concerns regarding a new overlay zoning district and possible the creation of a new zoning district with a blend of different uses that may exist along the corridors which are presently not allowed within our zoning ordinance. As Florence County continues to grow staff wants to make sure that they understand based on the consultants recommendations what is best for the zoning areas and overlay district; as there may be other areas to consider for a different or better blending of uses. Staff wants to make sure we continue to grow Florence County in a very zoning smart way. Staff anticipates the workshop happening sometime in July and then start the bulk zoning public hearings sometime in August or September. Staff anticipates having all the recommended properties before the Commission by the end of the year.

There was further discussion of the start time for the Planning Commission meeting once the zoning public hearings begin.

There were no further questions, comments and or discussion and Commissioner Jeffrey Tanner made a motion that once the public hearings for the Gateway zoning study begins that the Planning Commission meeting start time at 5:30 p.m. / Second - Commissioner Glynn Willis / The Commission voted 6 to 0 to approve a 5:30 p.m. start time for the Planning Commission meeting once the Gateway property zoning study begins in August or September of 2023.

There was further discussion of the minimum construction and design, appearance standards and restrictions requirements for the new zonings and or overlay districts; and Mr. Brashear indicated that those standards would be forthcoming with the information from the consultants. He further indicated that there would also likely be some information regarding existing buildings, making modifications and changes and the percentages of that and, if so how they would have to come into closer compliance to the

new zoning requirements. It will take time but in time the corridor will be significantly improved and it will also protect the areas within the corridors that are not presently developed

VI. Adjournment:

There were no further questions and or discussion Chairman Cheryl Floyd called for a motion to adjourn the meeting.

Commissioner Glynn Willis made a motion that the meeting be adjourned / Second – Vice-Chairman Dwight Johnson / The Commission voted 6 to 0 to adjourn the Planning Commission meeting.

The meeting adjourned at 6:32 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.