

**Minutes**  
**Regular Meeting of the Florence County Planning Commission**  
**Tuesday, October 24, 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 6:00 p.m.

**II. Attendance:**

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

**Commissioners Absent:** Doris Lockhart  
Karon Epps

**Staff Present:** J. Shawn Brashear, Planning Director  
Ethan Brown, Deputy Director  
Derrick Singletary, Senior Planner  
Brian Kennedy, Engineering  
Holly Smith, Planner II  
Lisa Becoat, Administrative Assistant/Secretary

**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 Glynn Willis provided the invocation for the meeting.

### III. Review and Motion of Minutes

- **Meeting of August 22, 2023**

**Motion to approve minutes** – Commissioner Allie Brooks made a motion to approve the minutes of the Planning Commission meeting of August 22, 2023 / Second – Vice-Chairman Dwight Johnson / Unanimously approved 7 to 0 the minutes of the August 22, 2023 Planning Commission meeting.

Prior to the public hearing portion of the meeting Mr. J. Brashear requested the Commission to entertain a motion to amend and rearrange the PC agenda items to hear PC item numbers 2023-35, 2023-36 and 2023-37 first and PC item number 2023-32 last.

**Motion** – Commissioner Glynn Willis made a motion to amend and rearrange the agenda to hear and address PC item numbers 2023-35, 2023-36 and 2023-37 first and to move PC item number 2023-32 to the last item on the public hearing portion of the agenda / Second – Commissioner Allie Brooks / Unanimously approved 7 to 0 to rearrange the agenda to hear and address PC item numbers 2023-35, 2023-36 and 2023-37 first and to move PC item number 2023-32 to the last item on the public hearing portion of the agenda.

### IV. Public Hearing

Prior to the presentation of the agenda item PC#2023-35 Mr. J. Shawn Brashear provided the comments and inquiries received pertaining to the requested map amendment PC #2023-35. (A copy of the comments and inquiries are maintained at the Florence County Planning and Building Department.)

#### Map Amendments:

**PC#2023-35 Map Amendment Requested By Florence County To Change The Zoning Designation From Unzoned To R-3A Single Family Residential Consisting Of The Following Properties As They Are Reflected On The Tax Maps As:**  
00175-01-029, 00175-01-030, 00175-01-031, 90125-01-001, 90125-01-002, 90125-01-003, 90125-01-004, 90125-01-005, 90125-01-006, 90125-01-007, 90125-01-008, 90125-01-009, 90125-01-010, 90125-01-011, 90125-01-012, 90125-01-013, 90125-01-014, 90125-01-015, 90125-01-016, 90125-01-017, 90125-01-018, 90125-01-019, 90125-01-020, 90125-01-021, 90125-01-022, 90125-01-023, 90125-01-024, 90125-01-025, 90125-01-026, 90125-01-027, 90125-01-028, 90125-01-029, 90125-02-001, 90125-02-002, 90125-02-003, 90125-02-004, 90125-02-005, 90125-02-006, 90125-02-007, 90125-03-001, 90125-03-002, 90125-03-003, 90125-03-004, 90125-03-005, 90125-03-006, 90125-03-007, 90125-03-008, 90125-03-009, 90125-03-010, 90125-03-011, 90125-03-012, 90125-03-013, 90125-03-014, 90125-03-015, 90125-03-016, 90125-03-017, 90125-03-018, 90125-03-019, 90125-03-020, 90125-03-021.

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

Mr. J. Shawn Brashear presented the staff report and presentation to the Commission. He stated that all of the unzoned properties were located in the North East section of Florence in County Council District

Seven. During the summer the community had an event to occur in the neighborhood which led to a series of meetings which has led to the community desiring to have their properties zoned. Staff had a town hall meeting at Spaulding Heights Community Building on September 11, 2023 and all the property owners that were in attendance at that meeting were unanimous in their decision to have their neighborhood zoned. The surrounding properties to the left and south of the community and some to the right of it are all within the City of Florence zoning. The recommendation is for R-3A residential zoning "A" indicating that manufactured homes are not allowed. The neighborhood is made up of single family residential properties and all the properties were posted and letters mailed to all the property owners per Florence County Ordinance.

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 requested map amendment.

Mr. Louis Small 520 E. McIver Road, Florence, SC was present in the meeting and spoke in favor of the requested map amendment. He desired to know if there was anything as property owners that they needed to do regarding the requested map amendment and were they all getting City water and sewage. Mr. Small's indicated that he was in favor of the proposed zoning change.

Mr. Brashear explained to the Commission and to all the public in attendance that the zoning was not annexation into the City of Florence. Florence County does not annex property and it is only done at the request of the property owner. He further stated that the properties were being recommended for a different zoning to prevent residents and property owners from building and or placing structures within the neighborhood that were not conducive to a single family residential neighborhood. It places residential restrictions within the neighborhood that are presently not in place as the properties are presently unzoned.

Ms. Norecer Harley 1767 Springdale Place, Florence, SC was present in the meeting and spoke in favor of the requested map amendment. She stated that she is in favor of the proposed zoning. She stated that she understood that modular homes were allowed in their community but presently a property owner has placed a doublewide manufactured home in the community and they were concerned that it was allowed in the residential community. She also stated that she had attended the town hall meeting on September 11, 2023.

In response to the question Mr. Brashear explained to the Commission and to all the public that modular homes were allowed anywhere that a conventional stick built home is allowed. Manufactured homes are allowed in unzoned districts and in several of the Counties zoned districts. The properties in the neighborhood are presently unzoned and staff cannot presently prohibit issuing permits to place manufactured homes in that area. The only way to prevent the issuance of permits to place manufactured homes in the neighborhood would be to zone the neighborhood. The recommendation of the Commission tonight would send the requested tax map numbers to County Council for zoning and that would be the first step. Once County Council has the first reading of the recommendation for the zoning of properties then Planning Staff can de facto enforce the issuance of permits to not allow manufactured homes in the neighborhood which should happened in November 2023. But until that happens any permits received for manufactured homes would be allowed in that neighborhood. The manufactured home that is presently in the neighbor would be grandfathered in and would still be allowed to remain, but no other manufactured homes would be allowed into the community once the proposed zoning has been approved.

Mr. Ronald Graham 568 E. McIver Road, Florence, SC was present in the meeting and spoke in favor of the requested map amendment. He desired to understand information regarding the grandfather clause pertaining to the double wide manufactured home that was placed within the neighborhood prior to the community requesting a different zoning designation.

In response to Mr. Graham's question Cheryl Floyd the Chairman stated that the manufactured home would be considered a pre-existing nonconformity. The manufactured home is already there and can remain at that location as it was placed there when the properties were unzoned. If requested the map amendment that the Commission is presently reviewing for the properties, receives a positive recommendation, it would prevent any further manufactured homes from being placed within the neighborhood.

Mr. Louis Small requested to ask a question and stated that he does furniture repairs. If he decides to open a furniture repair shop in an accessory structure behind his home, with the requested zoning change would he still be able to do that.

In response to Mr. Small's questions Mr. Brashear stated that he could not conduct the business outside the primary structure of the home. If the primary home had a garage the business could be conducted entirely within the attached garage. He would not be able to put up any outside advertisement and or display any furniture, but he could have a home occupational business which is permitted in the proposed zoned designation.

Ms. Nancy Harley 1750 Williamsburg Circle, Florence, SC was present in the meeting and spoke in favor of the requested map amendment. She stated that she was in favor of the requested zoning map amendment for their community. She does not like having a manufactured home within their community as she has heard it brings the property values down. The homeowners within their community have worked hard to obtain their homes and would like the zoning to change to keep it a residential community.

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

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

There were no further questions, comments and or discussion and Commissioner Glynn Willis made a motion that the requested map amendment **PC #2023-35** be approved / Second – Commissioner Allie Brooks and Commissioner Mark Fountain / The Commission voted 7 to 0 to approve the requested map amendment **PC #2023-35**.

**PC#2023-36 Map Amendment Requested By Florence County To Change The Zoning Designation From R-3 Single Family Residential To R-3A Single Family Residential Consisting Of The Following Property As It Is Reflected On The Tax Maps As: 90125-01-048.**

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

Mr. J. Shawn Brashear presented the staff report and presentation to the Commission. He stated that the property was on the outside at the very bottom of the neighborhood. It is connected to the neighborhood and presently zoned R-3. The property owner desires to have the property zoned R-3A and is in support of the zoning change.

There were comments by the Commission that the R-3A zoning designation would not allow manufactured homes on the lot and would also make the property conducive to the adjacent neighborhood properties if the requested map amendment were approved.

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

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

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

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

There were no further questions, comments and or discussion and Commissioner Allie Brooks made a motion that the requested map amendment **PC #2023-36** be approved / Second – Commissioner Glynn Willis / The Commission voted 7 to 0 to approve the requested map amendment **PC #2023-36**.

**PC#2023-37 Map Amendment Requested By CDP Timmonsville 2, LLC To Change The Zoning Designation For A Portion Of The Property Of Tax Map Number 70007, Block 02, Parcel 001, Located At The Intersection Of W. Smith ST and W. Market ST, Timmonsville, SC From R-3 Single Family Residential To B-3 General Commercial.**

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

Mr. J. Shawn Brashear presented the staff report and presentation to the Commission. He stated that the property was located within the town of Timmonsville and is presently split zoned. Smith Street is a high volume commercial traffic area in Timmonsville and B-3 is conducive to that. The property owner Ms. Joyce Booth is requesting that the entire parcel be zoned B-3. She has signed an affidavit allowing the developer, CDP Timmonsville 2, LLC to represent her in this request. Their desire is have the R-3 portion of the property zoned to B-3. It is a corner wooded lot almost completely surrounded by commercial uses. To the north and both diagonal corners there is large commercial uses, to the west and immediate rear there is multi-family housing and Market Street is beside it. All adjacent property owners were notified per Florence County Ordinance. Staff also contacted the Town of Timmonsville and they provided staff with a letter dated October 17, 2023. (A copy of the letter was previously provided to the Commission members and is available for review at the Florence County Planning and Building Department.) Mr. Brashear read the contents of the letter to the Commission and the public in attendance at the meeting.

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 in public in attendance who desired to speak in favor of the requested map amendment.

Mr. Greg Googer the owner of Coastal Development Partners was present at the meeting and spoke in favor of the requested map amendment. He stated that they were the applicant and represented the land owner. The property is presently under contract and most of their development would be under the current zoning area. The back of the property is wetlands and they would not be disturbing any wetlands. The property slopes from front to back and their retention ponds will be to the rear of the lot. Per Florence County Ordinance the detention pond cannot be on residential property. They will do their best to be good neighbors and ensure they put up any buffers necessary if they get to close to a residential property line as they construct the site.

There were questions and discussion from the Commission regarding setbacks and buffers.

Mr. Googer stated that they saw no need for any variances and or exceptions from the setbacks per the Florence County Ordinances.

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

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

There were no further questions, comments and or discussion and Commissioner Glynn Willis made a motion that the requested map amendment **PC #2023-37** be approved / Second – Commissioner Mark Fountain / The Commission voted 7 to 0 to approve the requested map amendment **PC #2023-37**.

### **Text Amendments:**

#### **PC#2023-29 Request for Text Amendments To The Florence County Code Of Ordinances, Chapter 30 – ZONING ORDINANCE, ARTICLE II – ZONING DISTRICT REGULATIONS, DIVISION 2. – PD PLANNED DEVELOPMENT DISTRICT.**

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

Mr. J. Shawn Brashear presented the staff report and presentation to the Commission. He stated that staff along with the Commission had a workshop on the contents of the proposed text amendment. The Planning Commission has stated over the years that they would like for staff to review the contents of the planned developments to ensure that Florence County was meeting the true spirit of what the state law allowed for someone who desired to develop a planned development. Staff has conducted lots of research and has pulled together information from across the state and compiled that information and feel that they have composed an ordinance that fits the nature and the needs of Florence County. Staff has added some definitions and calculations to assist with active space versus passive spaces. Mr. Brashear provided some examples of active space and passive spaces within the planned development. Identifying commercial uses that are inviting to the surrounding communities and not just the community of the planned development. He further explained how any changes updates to the planned

development ordinance once approved would still have to come before the Planning Commission for review and approval by County Council.

There were questions and discussion by the Commission of how the Planning and Building Department would know what is required of the planned development two to five years down the road when the possible construction of the development and or permits would mostly likely be obtained to construct the development.

In response to questions and discussion by the Commission Mr. Brashear stated that a comprehensive list of things would be provided to the Planning and Building Department for review by the Planning Commission of what would be included in the planned development. This would include the varied types of commercial businesses, homes, amenities and the likes. Staff desires as much information to be provided for the Commission's review ahead of the planned development. After the planned development is built and there is a desire to change the use and or occupancy of a property, the owner should come to the Planning and Building Department and obtain a certificate of zoning compliance as the County does not have a business licensing program. If that does not happen most likely staff would find out about the change through the complaint process if the business is not conducive to the neighborhood and it would then be handled as a nuisance complaint. Staff would conduct an investigation to determine if the business is conducive to the planned development and if it is determined that it is not. Action would then have to be taken to bring the item back to the Planning Commission and to County Council to amend the planned development. The proposed ordinance would allow the applicant to provide an exhaustive list of commercial businesses that could be a part of the planned development so if the original options fail there would be other options within the scope of things provided for the commercial businesses that would be conducive to the planned development. If the business did not match any of the guidelines within the exhaustive list of commercial businesses then the planned development would have to come back to the Planning Commission and County Council for approval to amend the planned development. Parking was taken into consideration when the ordinance for the planned development was reviewed and should be adequate based on the requirements of the Florence County Ordinance.

There were 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 or opposed to the proposed text amendment.

There was no public in attendance who desired to speak in favor of or 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 #2023-29** be approved / Second – Commissioner Mark Fountain / The Commission voted 7 to 0 to approve the proposed text amendment **PC #2023-29**.

**PC#2023-31 Request for Text Amendments To The Existing County “LAND USE” Section And Future County, “Land Use And Growth” Section Of The Florence County 2032: Connecting Our Past, Defining Our Future Comprehensive Plan.**

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



Mr. J. Shawn Brashear presented the staff report and presentation to the Commission. He stated that the proposed text amendment may seem long as the Future Land Use Section was identified in two separate places within the Comprehensive Plan the Current County and the Future County Sections. Staff has discussed the 76 Gateway study which consists of different zonings and an overlay district. Before they can begin to move in that direction the Comprehensive Plan must be updated to include and introduce some new zoning districts and designations. The proposed text amendment would update and add those new zoning districts into the land use designations of the Comprehensive Plan where they would be most applicable and fit into what our current design development standards are within the County today.

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 or opposed to the proposed text amendment to the Comprehensive Plan.

The Commission provided a huge thanks to the Planning and Building Staff in finally moving forward with the major task of the 76 Gateway district. The future of the district will provide a wonderful quality of life for the ones that live in those areas and also for the commuters who travel through those areas.

There were no further questions, comments and or discussion and Commissioner Mark Fountain made a motion that the proposed text amendment **PC #2023-31** be approved / Second – Commissioner Allie Brooks / The Commission voted 7 to 0 to approve the proposed text amendment **PC #2023-31**.

**Road Namings:**

**PC#2023-33 Request for Naming Of A Road, Energy Drive, Located Off N. Williston RD, N. Williamson RD, And Estate RD In Florence, As Shown On Florence County Tax Maps As: 00176-01-013, 00205-01-007, 00205-01-054, 00205-01-055, 00206-01-198, 00206-01-199 And, 00240-01-018.**

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

Mr. J. Shawn Brashear presented the staff report and presentation to the Commission. He stated that the road was a new road that Florence County intended to develop. It is located at AESC the new battery and manufacturing plant facility. There is no subdivision or anything being created, staff is requesting that the new road which is being developed be named. The road is being developed from a state road all the way to Highway 327 to provide that industry a way to get straight to the four lane highway and to the interstate without trans versing two lane roads to get out to the interstate. This will be safer for the traffic to and from the industry that hopefully one day will fill the industrial park and also safer for the community. Energy Drive was reviewed and approved as a suitable name by the E-911 Addressing Division.

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 or opposed to the requested road naming.

There were no questions, comments and or discussion and Commissioner Glynn Wills made a motion that the requested road naming **PC #2023-33** be approved / Second – Commissioner Allie Brooks and Commissioner Mark Fountain / The Commission voted 7 to 0 to approve the requested road naming **Energy Drive, PC #2023-33**.

**PC#2023-34 Request for Naming Of A Private Road, Lowe Farm Rd, Located Off Alligator RD in Timmons ville, As Shown On Florence County Tax Maps As: 00077-01-014, 00077-01-286, 00077-01-303, 00077-01-304 And 00077-01-305.**

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

Mr. J. Shawn Brashear presented the staff report and presentation to the Commission. He stated that the request was for the naming of a private road, Lowe Farm Road off of Alligator Road in the vicinity of Timmons ville. It is a six (6) lot or less private development and the request was received by staff prior to the amended text amendment going to County Council to change the six lots or less ordinance. The recommendation in the new ordinance indicates that if these types of developments were going up for sale, lease or trade, the developer would have to get an engineer to look at the lots and make recommendations regarding flooding and how it would impact the lots including the adjacent lots. The request came prior to that recommendation of the new ordinance so the item is being presented only for the naming of the private road. The private road name has been reviewed and approved by E-911 Addressing and is an acceptable road name in Florence County.

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 or opposed to the requested private road naming.

There were no questions, comments and or discussion and Commissioner Mark Fountain made a motion that the requested private road naming **PC #2023-34** be approved / Second – Commissioner Glynn Willis / The Commission voted 7 to 0 to approve the requested private road naming **Lowe Farm Road, PC #2023-34**.

**Text Amendment:**

**PC#2023-32 Request for Text Amendments To The Florence County Code Of Ordinances, Chapter 30 – ZONING ORDINANCE, ARTICLE I. – ESTABLISHMENT, PURPOSE, RULES FOR THE INTERPRETATION OF ZONING DISTRICTS, AND ZONING ANNEXED PROPERTY, And Article II. – ZONING DISTRICT REGULATIONS, And ARTICLE X. – DEFINITIONS.**

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

Mr. J. Shawn Brashear presented the staff report and presentation to the Commission. He stated that he desired the Commission to review the unmarked version of the text amendment so that the pages would be consistent as they moved along the presentation to review the proposed changes to the text amendment. He further stated that the original Gateway study was completed in 2018. It made several recommended changes for improvements around the gateway. First was to zone and provide an overlay district to that areas corridor. The recommended changes to the ordinance is to recommend a zoning and overlay area. It will be from the City of Florence on Palmetto Street to just past the Francis Marion University property, Williston Road and from Highway 76 to the interstate. Staff started working on the proposed zoning approximately two years ago with a policy committee that has had many Town Hall meetings with the public and how the zoning would affect the properties in the overlay corridor. The committee has met with the consultant who has provided staff with three different catalyst nodes, and with ensuring proper regulations in place these recommendations hope to spur proper economic development to the area. Mr. Brashear went through and reviewed with the Commission the three different recommendations of the consultants. The committee has met and reviewed the proposed text amendment and presents them to the Commission for recommendation to move forward for review and approval to County Council. Mr. Brashear went over the proposed added zoning districts and the establishment of Division 7, Section 30-79 the Corridor Overlay District and Division 8, 30-80 Townhouse and Mixed-Use Districts of the Florence County Ordinance including the tables that will address the zoning districts.

Once the zoning for the overlay district begins it will include many properties that will fall in the nonconforming use categories. He further discussed the proposed changes including colors of buildings, placement of buildings on the lots, unfinished blocks on the properties, shared access drives and parking. He discussed the proposed tables, parking and setbacks for the proposed new zoning districts.

There were questions and discussions from the Commission pertaining to the use of brick and mortar businesses that are legally nonconforming after the death of an owner and or closure of business.

In response to questions and or discussion Mr. Brashear stated that in the event a business goes out of business and or property owner dies the use of the business can continue as legally nonconforming if reopened in eighteen (18) months per the Florence County Ordinance. The consultant has recommended that this provision be reduced to six (6) months in the overlay zoning district corridor, but is still mulling over that recommendation. As such that recommended change is not a part of the proposed text amendment at this time. If the community wants change something has to be reasonable done to allow for that change. He additionally stated that the request to approve the proposed text amendment would include recommending the text amendment to add the overlay district and to recognize the different zoning regulations of the new districts.

There was discussion from the Commission regarding the understanding of staff in dealing with business owners who have natural disasters that take place that could put a business struggling to get their insurance companies to pay and they would not meet the time frame to re-open their business. The Commission continued to review the different catalyst nodes that were provided by staff for review.

Mr. J. Brashear stated that the zoning of the properties will take time as there are approximately 1,500 properties with many different areas to look at with varied types of housing, manufactured home parks

and commercial elements. There is no zoning district that would cover everything and thus there will be nonconformities within the district.

There were no further questions, comments and or discussion and Commissioner Glynn Willis made a motion that the proposed text amendment **PC #2023-32** be approved / Second – Commissioner Mark Fountain / The Commission voted 7 to 0 to approve the proposed text amendment **PC #2023-32**.

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 (August and September 2023)**
- **Building Reports for (August and September 2023)**

**VI. Adjournment:**

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

Commissioner Dwight Johnson made a motion that the meeting be adjourned / Second – Commissioner Glynn Willis and Commissioner Mark Fountain / The Commission voted 7 to 0 to adjourn the Planning Commission meeting.

The meeting adjourned at 7:28 p.m.

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Lisa M. Becoat  
Secretary

Approved by:

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J. Shawn Brashear  
Planning Director

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