

Minutes
Regular Meeting of the Florence County Planning Commission
Tuesday, February 25, 2025, 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
Doris Lockhart
Karon Epps
Glynn Willis
John Martin

Commissioners Absent: Linda Borgman
Jeffrey Tanner

Staff Present: J. Shawn Brashear, Planning Director
Ethan Brown, Deputy Director
Holly Smith, Senior Planner
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 Vice-Chairman Dwight Johnson provided the invocation for the meeting.

Sketch Plan:

PC#2025-04

Sketch Plan Approval Requested By Contender Development, Inc. Located Off Of E. National Cemetery Road, Florence, SC, As Shown On Florence County Tax Map Number 00208, Block 01, Parcel 057.

Prior to the review of the planning commission meeting minutes and presentation of the items for review on the agenda Mr. J. Shawn Brashear informed the Commission that the applicant for PC Item Number 2025-04 the sketch plan off of E. National Cemetery Road, Florence, had forwarded staff an email requesting that the Planning Commission for tonight's meeting remove their project item for review from the agenda.

There were no questions, comments and or discussion from the Commission and Commissioner Glynn Willis made a motion to remove from the agenda for review and consideration the proposed sketch plan agenda item number **PC#2025-04** / Second – Commissioner Allie Brooks / The Commission voted 7 to 0 to remove from the agenda for review the proposed sketch plan agenda item **PC#2025-04**.

III. Review and Motion of Minutes

• **Meeting of January 28, 2025**

Motion to approve minutes – Commissioner Glynn Willis made a motion to approve the minutes of the Planning Commission meeting of January 28, 2025 / Second – Vice-Chairman Dwight Johnson / Unanimously approved 7 to 0 the minutes of the January 28, 2025, Planning Commission meeting.

IV. Public Hearing

(A copy of the call log, comments, and or inquiries are maintained at the Florence County Planning and Building Department.)

Sketch Plan:

PC#2025-05 Sketch Plan Approval Requested By Robert L. Weaver Located Off Of W. Sumter Street, Florence, SC, As Shown On Florence County Tax Map Number 00098, Block 01, Parcel 024.

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

Mr. J. Shawn Brashear, Director, Florence County Planning and Building, presented the staff report and presentation to the Commission. He stated that the property located off of W. Sumter Street abounded the City of Florence municipal boundaries in County Council District Three. The owner of record for the unzoned, thirty-nine point six acres of land (39.60) is listed as Cedar Crest Developers. Water and sewer are available by the City of Florence. It is a phased project of eighty-two lots that will adjoin an existing subdivision Phase, which is within the city limits of the City of Florence, but this parcel and phase lays over into the County. Mr. Brashear continued with the presentation and provided images of the sketch plan and the surrounding areas. When the project was first presented to staff there were questions regarding a road that connected into the City of Florence into the existing subdivision. The applicant was able to get a right of way approval from the City of Florence to connect into that existing road. The present sketch plan was reviewed at a technical review meeting and any and all issues pertaining to the sketch plan were addressed and have been resolved. The property was properly posted, and property owners were notified of the public meeting.

There were questions by the Commission.

In response to questions by the commission Mr. Brashear stated that staff had not received any telephone calls and or inquiries regarding any of the items that appeared on the agenda for the meeting.

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

There were no questions, comments and or discussion from the Commission and Chairman Cheryl Floyd opened the forum for public comments from anyone in attendance who desired to speak in support of the requested sketch plan.

There was no public in attendance who desired to speak in support of the requested sketch plan.

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

There was no public in attendance who desired to speak opposed to the requested sketch plan.

There were no further questions, comments and or discussion and Commissioner Glynn Willis made a motion that the requested sketch plan **PC #2025-05** be approved as presented / Second – Vice-Chairman Dwight Johnson / The Commission voted 7 to 0 to approve the requested sketch plan **PC#2025-05** as presented.

Road Naming:

PC#2025-06 Request For The Naming Of A Private Road, Saddlebrook Lane, Located Off Darlington Street In Timmons ville, As Shown On Florence County Tax Maps: 00031-04-090, 00031-04-092, 00031-04-093, 00031-04-094, And 00031-04-097.

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

Mr. J. Shawn Brashear, Director, Florence County Planning and Building, presented the staff report and presentation to the Commission. He stated that the parcels were owned by Jim Lyles and were located in County Council District Four. The property is an existing approved subdivision of land and the owner desires to install a private road down the diagonal center line of the property. Per the Florence County Ordinance, the plat indicates that it is a private roadway that is privately maintained. It is not maintained by the County. The plat additionally indicates that no other division or subdivision can occur on the property lots, as it is a private road, that is maxed out at six lots. Additionally, no other additional access from those existing lots can be made out onto that road.

There were questions and comments from the Commission.

In response to questions, comments and discussion from the Commission, Mr. Brashear stated that there are six tracts off of the private road. That presently no road exists, and the tracts are already subdivided. The owner and applicant desire's to put in a private road and to have that road named. The private road will have to meet all Florence County road standards and will be inspected per the requirements of the Florence County Ordinance. When the road is inspected Florence County Public Works will have to ensure that no areas and or ditches are clogged that support neighboring properties.

There were no further questions, comments, and or discussion from the Commission and Chairman Cheryl Floyd opened the forum for public comments from those in attendance who desired to speak in favor of the requested road naming.

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

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

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

There were no further questions, comments and or discussion and Commissioner Glynn Willis made a motion that the requested road naming **PC #2025-06** be approved as presented / Second – Commissioner Allie Brooks / The Commission voted 7 to 0 to approve the requested road naming **PC#2025-06** as presented.

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 Report for (January 2025)**
- **Building Report for (January 2025)**

Mr. Brashear reminded the Commission of the ordinance change for road namings. He further indicated that the new form had been established and required the signature of the Chairman to begin the process of the approved ordinance changes.

Mr. Brashear additionally stated that the Commission needed to conduct other business to include the election of 2025 officers.

Election of Officers

Mr. J. Shawn Brashear, Director, Planning and Building Department administered the nominations and votes for the office of Chairman.

Motion – Commissioner Dwight Johnson made a motion and nomination for Commissioner Cheryl Floyd to be appointed and to remain as Chairman for the calendar year 2025 / Second – Commissioner Karon Epps. / No other nominations were made. / The vote carried 6 to 0 that Chairman Cheryl Floyd be appointed and remain as the Chairman for calendar year 2025. Commissioner Cheryl Floyd did not vote.

Chairman Cheryl Floyd administered the nominations and votes for the office of Vice-Chairman.

Motion - Commissioner Doris Lockhart made a motion and nomination for Commissioner Dwight Johnson to be appointed and to remain as Vice-Chairman for the calendar year 2025 / Second – Commissioner Glynn Willis. No other nominations were made. The vote carried 6 to 0 that Commissioner Dwight Johnson be appointed as the Vice-Chairman for calendar year 2025. Commissioner Dwight Johnson did not vote.

VI. Adjournment:

There were no further questions, comments and or discussion and Vice-Chairman Dwight Johnson made a motion that the Planning Commission meeting be adjourned / Second – Commissioner Karon Epps / The Commission voted 7 to 0 to adjourn the meeting.

The meeting adjourned at 6:13 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.