

Minutes
Regular Meeting of the Florence County Planning Commission
Tuesday, January 26, 2026, 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
Jeffrey Tanner
John Martin
Chris Mishoe
Gregory Miller

Commissioners Absent: Doris Lockhart

Staff Present: J. Shawn Brashear, Planning Director
Ethan Brown, Deputy Director
Holly Smith Senior Planner
Lisa Becoat, Executive 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.

Chairman Cheryl Floyd opened the meeting welcoming and recognizing Boy Scout Troop 475 with their Scout Master Mr. Nathan Flowers, who were in attendance at the meeting learning about Civic Duties. Chairman Cheryl Floyd explained the appointed and volunteer duties of the Florence County Planning

Commission as the recommending body to Florence County Council on public matters of Planning and Building for the citizens of Florence County.

III. Review and Motion of Minutes:

- **Meeting of November 18, 2025**

Motion to approve minutes – Vice-Chairman Dwight Johnson made a motion to approve the minutes of the Planning Commission meeting of November 18, 2025 / Second – Commissioner John Martin / Unanimously approved 8 to 0 the minutes of the November 18, 2025, Planning Commission meeting.

IV. Public Hearing:

Sketch Plan:

PC#2026-01

Sketch Plan Amendment Requested By Beverly Homes For Oakley Point Located Off Of E. Palmetto Street, Florence, SC, As Shown On Florence County Tax Map Number 00307, Block 01, Parcel 012.

(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 was off of East Palmetto Street, in Florence in County Council District Six (6). Water and sewer are available to the site through the City of Florence. He further stated that the surrounding land uses were mostly residential and vacant properties with the North side of the street being an undeveloped industrial park. The applicant desires to amend their original sketch plan to subdivide the property into 703 residential lots. During the course of the development of the development plans for the infrastructure and stormwater for the subdivision, it was noted that a change of the layout for the stormwater drainage ponds was necessary and that modification of the layout allowed an increase of thirty-eight lots within the subdivision. There is no differences in sizes as the lots are still fifty (50) and sixty (60) feet wide lots. The lot area is East on Palmetto Street near the Marion County Line at the entrance of the Paper Mill Road area. Mr. Brashear continued with the presentation showing views of the property and the surrounding areas. He provided a view of the amended sketch plan showing the additional thirty-eight (38) lots, with new or modified streets, sidewalks and the likes included on the amended sketch plan. He further stated that the amended sketch plan had been reviewed at a Technical Review Meeting and no additional comments, from the Department of Transportation (DOT), Public Works or Fire Department were outstanding and the amended sketch plan was recommended for approval. Mr. Brashear provided images of the amended sketch plan showing all the green space, increased residential lots, setbacks, street information, basically all of the property statistical information which is included on the requested amended sketch plan. The property was properly posted, advertised and public notices posted per Florence County Ordinances. Mr. Brashear further stated that no comments or inquiries pertaining to the amended sketch plan were received.

There were questions and discussions from the Commissions.

In response to questions and discussion from the Commission, Mr. Brashear stated that there was a primary entry into the subdivision and one to the far left which initially will be for emergency use but as the development progresses it will turn into another primary accessible road.

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

In response to additional questions and discussion from the Commission, Mr. Brashear stated that depending on how the developer develops the homes will depend on whether they will have to have temporary FICO turnabouts within the subdivision.

There was discussion from the Commission of the preservation of older seasoned trees within the entrance of the subdivision.

Mr. Brashear further stated that staff had allowed and encouraged more phasing within this project as it would allow the developer some flexibility within the project regarding subdividing of the lots. Within the sketch plan it is laid out when the second entrance must become a part of the subdivision and no longer be just an emergency egress. It is laid out within the phases and the DOT improvements that must be met at certain intervals of the phases.

Chairman Cheryl Floyd and Mr. Brashear, Planning Director, took the time and opportunity to address Boy Scout Troop 475 and explain what the amended sketch plan review and technical review process meant regarding residential or industrial subdivisions within Florence County. They additionally explained all the entities that are involved in the process of the review and what they review in reference to the subdivision and sketch plan, such as, E-911 Addressing, roads, traffic concerns, water and sewer availability to the site, fire hydrants, stormwater, subdivision of lots, amenities and the likes. They explained that all technical requirements must be met prior to the Commissions consideration, review and recommendation or approval for the project to move forward as a best fit for the Communities and Citizens of Florence County.

Mr. Brashear mentioned for the Commission, the public in attendance and online that the Developer and Engineer of the project were present in the meeting and were available to answer any specific questions regarding the amended sketch plan.

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

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

Chairman Cheryl inquired of anyone in attendance who desired to speak in opposition to the requested amended sketch plan.

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

There were no further questions, comments or discussion and Commissioner Glynn Willis made a motion that the requested amended sketch plan **PC #2026-01** be approved as presented / Second – Vice-Chairman Dwight Johnson / The Commission voted 8 to 0 to approve as presented the requested amended sketch plan **PC #2026-01**.

The Public Hearing portion of the meeting was closed.

V. Other Business:

Chairman Cheryl Floyd stated that the Commission needed to conduct other business to include the election of officers and to review the draft 2026 Planning Commission Meeting Calendar.

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 2026 / Second – Commissioner John Martin / No other nominations were made. / The vote carried 7 to 0 that Chairman Cheryl Floyd be appointed and remain as the Chairman for calendar year 2026. Commissioner Cheryl Floyd did not vote.

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

Motion – Chairman Cheryl Floyd made a motion and nomination for Commissioner Dwight Johnson to be appointed and to remain as Vice-Chairman for the calendar year 2026 / Second – Commissioner Glynn Willis. No other nominations were made. The vote carried 7 to 0 that Commissioner Dwight Johnson be appointed as the Vice-Chairman for calendar year 2026. Commissioner Dwight Johnson did not vote.

Chairman Cheryl Floyd stated that the Commission needed to review and adopt the 2026 Planning Commission Meeting Schedule. She wanted the Commission members to be aware of the dates that were adjusted due to Florence County proposed holiday routines. There was no questions, discussion or comments regarding the 2026 Planning Commission Meeting Schedule and Commissioner Allie Brooks made a motion that the draft 2026 Planning Commission Meeting Schedule dates be approved as presented / Second – Commissioner Glynn Willis / The Commission voted 8 to 0 to approve the Draft 2026 Planning Commission Meeting Schedule.

Mr. Brashear explained to the Commission, the public in attendance and online in the meeting that the information on the meeting schedule that discussed deadline information of the 3rd Tuesday of the Previous Month (Agenda Approved Items), is to inform the public that items placed on the agenda must be approved

by and before the 3rd Tuesday of the previous month to be included for the respective month's agenda. He provided an example of a customer presenting staff an application on the deadline date and requesting that the item be included on the respective month's agenda and staff not having enough time to conduct a thorough review of the information. He wanted the Commission to be aware of that information and what it meant in case they were asked. Applicant's need to provide the information to staff in a timely manner for a thorough review and timely publication of the items for the agenda to ensure that it is included onto the respective month's agenda. This information is not new and has always been there but staff just wanted to remind the Commission and the public who maybe listening in.

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 (November and December 2025)**
- **Building Report for (November and December 2025)**

VI. Adjournment:

There were no further questions, comments and or discussion and Commissioner Glynn Willis made a motion that the Planning Commission meeting be adjourned / Second – Commissioner Glynn Willis / The Commission voted 8 to 0 to adjourn the meeting.

The meeting adjourned at 6:19 p.m.

Lisa M. Becoat
Secretary

Approved by:

J. Shawn Brashear
Director, Planning and Building

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