



**CITY OF FLORENCE PLANNING COMMISSION  
CITY CENTER – COUNCIL CHAMBERS  
324 WEST EVANS STREET, FLORENCE, SC  
TUESDAY, JANUARY 14, 2025 – 6:00 P.M.  
REGULAR MEETING AGENDA**

- I. Call to Order**
- II. Invocation and Pledge of Allegiance**
- III. Approval of Minutes** Regular meeting on December 10, 2024
- IV. Matter in Position for Action – deferred from December 10, 2024 – Staff will discuss.**

PC-2024-31 Request to approve the renaming of the public park located at 801 Clement Street, identified as Florence County Tax Map Number 00147-01-065.
- V. Matter in Position for Action**

PC-2025-01 Request for sketch plan review of the Retreat at Oakdale subdivision located on Meadors Road, identified as Florence County Tax Map Number 00052-01-049.
- VI. Public Hearing and Matter in Position for Action**

PC-2025-03 Request to zone NC-15, pending annexation, the lots located at 924, 928, and 932 Barclay Drive, identified as Florence County Tax Map Numbers 07212-01-043, 07212-01-037, and 07212-01-042.
- VII. Public Hearing and Matter in Position for Action**

PC-2025-04 Request to zone CG, pending annexation, the lot located at the intersection of Gilbert Drive and Freedom Boulevard, identified as Florence County Tax Map Number 00178-01-244.
- VIII. Public Hearing and Matter in Position for Action**

PC-2025-05 Request to zone RG-2, pending annexation, the lots located at 1001 Tunbridge Place and 3740 West Lake Drive, identified as Florence County Tax Map Numbers 00751-01-279 and 00751-01-282.

**IX. Public Hearing and Matter in Position for Action**

PC-2025-06 Review of the draft of the updated City of Florence *Downtown Design Standards* for recommendation to City Council.

**X. Public Hearing and Matter in Position for Action**

PC-2025-07 Request to amend the Flood Hazard Districts to maintain compliance with current FEMA regulations and adopt the revised FEMA Flood Insurance Rate Maps.

**XI. Adjournment** Next regular meeting is scheduled for February 11, 2025.

**CITY OF FLORENCE, SOUTH CAROLINA PLANNING COMMISSION  
DECEMBER 10, 2024 MINUTES**

**MEMBERS PRESENT:** Charlie Abbott, Drew Chaplin, Shelanda Deas, Betty Gregg, Charles Howard, Jerry Keith, Jr., Mark Lawhon, Bryant Moses, and Xavier Sams

**STAFF PRESENT:** Jerry Dudley, Patty Falcone, Derek Johnston, and Alane Zlotnicki

**CALL TO ORDER:** Chairman Drew Chaplin called the meeting to order at 6:00 p.m.

**INVOCATION & PLEDGE OF ALLEGIANCE:** Chairman Chaplin asked Mr. Moses to provide the invocation. He then led everyone in the Pledge of Allegiance.

**APPROVAL OF MINUTES:** Chairman Chaplin asked Commissioners if any changes needed to be made to the November 12, 2024 meeting minutes. There being no changes or discussion, Dr. Lawhon moved to approve the minutes, Ms. Gregg seconded, and the motion passed unanimously (8-0).

**APPROVAL OF 2025 MEETING CALENDAR:** Chairman Chaplin introduced the meeting dates for 2025 and asked if there were any questions. There being none, he called for a motion to accept the calendar. Mr. Moses moved to accept the 2025 meeting calendar, Dr. Lawhon seconded, and the motion passed unanimously (8-0).

**PUBLIC HEARINGS AND MATTERS IN POSITION FOR ACTION:**

**PC-2024-26 Request to rezone from Commercial General and Destination/Select Use to Light Industrial property located along Jennie O’Bryan Avenue, identified as a portion of Florence County Tax Map Number 00147-01-023.**

**PC-2024-27 Request to zone Light Industrial, pending annexation, the property located at 1228 North Cashua Drive, identified as Florence County Tax Map Number 00122-01-040.**

Chairman Chaplin read the introduction to PC-2024-26, then asked Mrs. Zlotnicki for the staff report as submitted to Planning Commission. She clarified the exact portions of the parcel that were requesting to be rezoned as being that portion zoned Commercial General located on the north side of Jennie O’Bryan Avenue as well as the small portion on the east along West Lucas Street that is currently zoned Destination/Select Use. She included the lot at 1228 North Cashua Drive as part of the request.

Mr. Moses asked what the plan was for these lots. Chairman Chaplin explained that the master plan hasn’t been finalized yet but that permitted uses in the IL zone were listed in their staff reports.

Mr. Dudley explained that a sketch plan or specific use is not required with a rezoning request because the applicants can’t be held to a specific plan. Dr. Lawhon noted that the lots are currently surrounded by light industrial style uses in the county. Ms. Sams remembered that the potential owners needed the IL zoning before they would purchase it.

There being no one else to speak either for or against the two requests, Chairman Chaplin called for discussion or a motion. Dr. Lawhon moved to approve both requests as submitted; Ms. Sams seconded, and the motion passed unanimously (8-0).

**PC-2024-31 Request to approve the renaming of the public park located at 801 Clement Street, identified as Florence County Tax Map Number 00147-01-065.**

Chairman Chaplin read the introduction to PC-2024-31, then asked Mrs. Zlotnicki for the staff report as submitted to Planning Commission. There being no questions of staff, Chairman Chaplin opened the public hearing.

Ms. Jean Zollicoffer, who lives in the Northwest community, spoke against naming the park for Mr. Johnson, saying that it should be named for a person who has actually done something for the Northwest community. She proposed waiting for the Neighborhood Association to meet to decide which person to honor.

Ms. Deas said that she was the Northwest Neighborhood Association president, and she wanted to delay making any decisions until the association had met.

Mr. Keith asked who recommended this name. Mr. Dudley said it was a member of City Council. Dr. Lawhon asked if that member lived in the area; the answer was no.

Ms. Zollicoffer spoke again; she said Mr. Johnson was not from the area and they want their people to be able to relate to the activities at this park and honor people who actually worked to make it what it is, and she'd like them to be living. Mr. Dudley said that one requirement for naming facilities or parks was that the person had to be deceased.

There being no one else to speak either for or against the request, Chairman Chaplin closed the public hearing and called for discussion or a motion.

Ms. Deas moved to defer the request for thirty days to give the residents time to discuss their options; Ms. Gregg seconded, and the motion passed unanimously (8-0).

\*Charles Howard arrived\*

**PC-2024-32 Request to approve the renaming of the public park located on West Jebaily Circle, identified as Florence County Tax Map Number 90041-07-002.**

Chairman Chaplin read the introduction to PC-2024-32, then asked Mrs. Zlotnicki for the staff report as submitted to Planning Commission. There being no questions of staff, Chairman Chaplin opened the public hearing.

Mr. John Jebaily gave more details about his parents and their efforts to buy the land and create the park.

There being no one else to speak either for or against the request, Chairman Chaplin closed the public hearing and called for discussion or a motion. Dr. Lawhon moved to approve the name change as submitted; Ms. Sams seconded, and the motion passed unanimously (9-0).

**PC-2024-33 Request to approve the renaming of the soccer complex located at 1000 Soccer Way, identified as Florence County Tax Map Number 00075-01-224.**

Chairman Chaplin read the introduction to PC-2024-33, then asked Mrs. Zlotnicki for the staff report as submitted to Planning Commission. There being no questions of staff and no one to speak either for or against the request, Chairman Chaplin opened and closed the public hearing.

Chairman Chaplin called for a motion. Dr. Lawhon moved to approve the name change as submitted; Mr. Moses seconded, and the motion passed unanimously (9-0).

**ADJOURNMENT:** There being no other business, Chairman Chaplin adjourned the meeting at 6:31 p.m. The next regular meeting is scheduled for January 14, 2025.

Respectfully submitted,  
Alane Zlotnicki, AICP  
Senior Planner

**DEPARTMENT OF PLANNING, RESEARCH & DEVELOPMENT  
STAFF REPORT TO THE  
CITY OF FLORENCE PLANNING COMMISSION  
JANUARY 14, 2025**

**AGENDA ITEM:      PC-2025-01      Request for sketch plan review of the Retreat at Oakdale subdivision located on Meadors Road, identified as Florence County Tax Map Number 00052-01-049.**

**I. IDENTIFYING DATA:**

<b>Developer</b>	<b>Phase</b>	<b>Lots</b>	<b>Tax Map Number</b>	<b>Acreage</b>
Florence South Developers, LLC	Phase I of Retreat at Oakdale	109	00052-01-049	35.68

**II. GENERAL BACKGROUND DATA:**

**Current Zoning:**            General Residential-3 (RG-3)  
**Current Use:**                Undeveloped, Vacant  
**Project Name:**             Retreat at Oakdale Subdivision  
**Proposed Use:**              Single-Family Residential Subdivision

**III. SURROUNDING LAND USE AND ZONING:**

**North:**                        General Residential-2 (RG-2) Summit at Oakdale Subdivision  
**East:**                         RU-1, Rural Community (Florence County Zoning)  
**South:**                        RU-1, Rural Community (Florence County Zoning)  
**West:**                         R-1, Residential Single Family (Florence County Zoning)

**IV. CURRENT STATUS/PREVIOUS ACTION TAKEN:**

This issue is before the Planning Commission for approval. The proposed Sketch Plan is for the Retreat at Oakdale Subdivision. The Summit at Oakdale Subdivision is located directly across Meadors Road. Due to lack of connectivity, and to prevent future confusion with emergency services, the development is being considered a separate subdivision, Retreat at Oakdale.

**V. POINTS TO CONSIDER:**

- (1) The subdivision is being developed as a “Cluster, Single-Family” type subdivision and this Sketch Plan consists of a proposed 109 total lots, each of which is required to have a minimal area of at least 6,500 square feet and minimal street frontage of at least 60 feet. The total area of the parcel is 35.68, with 12.35 acres, or 35%, being set aside for Open Space affording the developer greater density.
- (2) This Sketch Plan is across Meadors Road from the four phases of Summit at Oakdale Subdivision by the same developer which will total approximately 117 lots at build out.

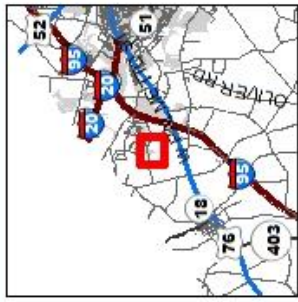
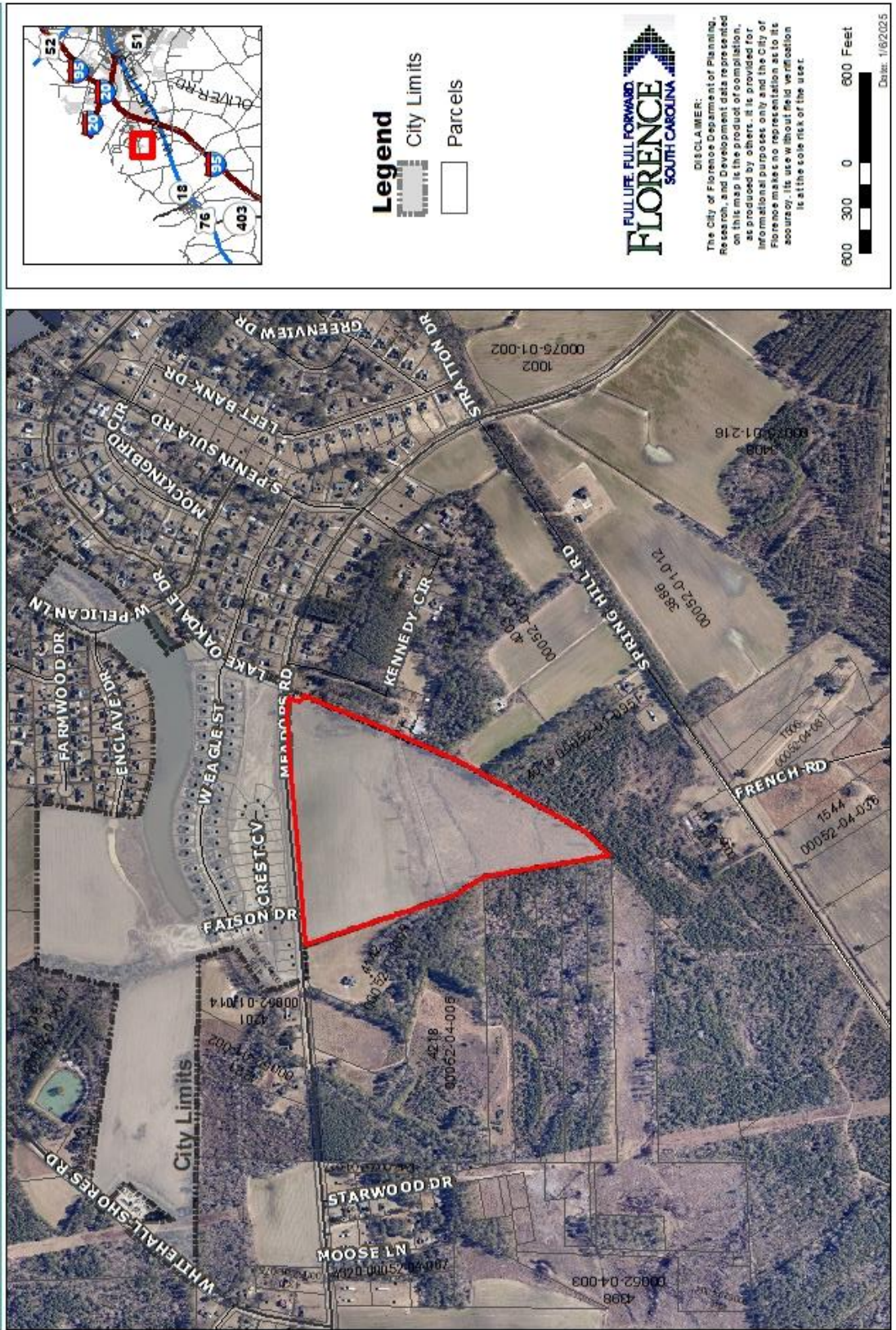
- (3) City water and sewer services are available to the property. The property's stormwater system is under the jurisdiction of the City of Florence's Municipal Separate Storm Sewer System (MS4) requiring plan approval by the City's Engineering Department and inspections for compliance to be conducted by the City's Compliance Assistance Department.
- (4) The proposed street names have been compared to the database and are acceptable.
- (5) Staff has determined the Sketch Plan is compliant with the *Unified Development Ordinance*.
- (6) Following sketch plan approval, the developer will be required to submit a full Development Plan submittal package to staff for review prior to any construction taking place.

**VI. ATTACHMENTS:**

- A) Vicinity Map
- B) Location Map
- C) Current Zoning Map
- D) Future Land Use Map
- E) The Retreat at Oakdale Sketch Plans



**PC 2025-01 Attachment A**  
**Vicinity Map - Retreat at Oakdale Subdivision Sketch Plan**



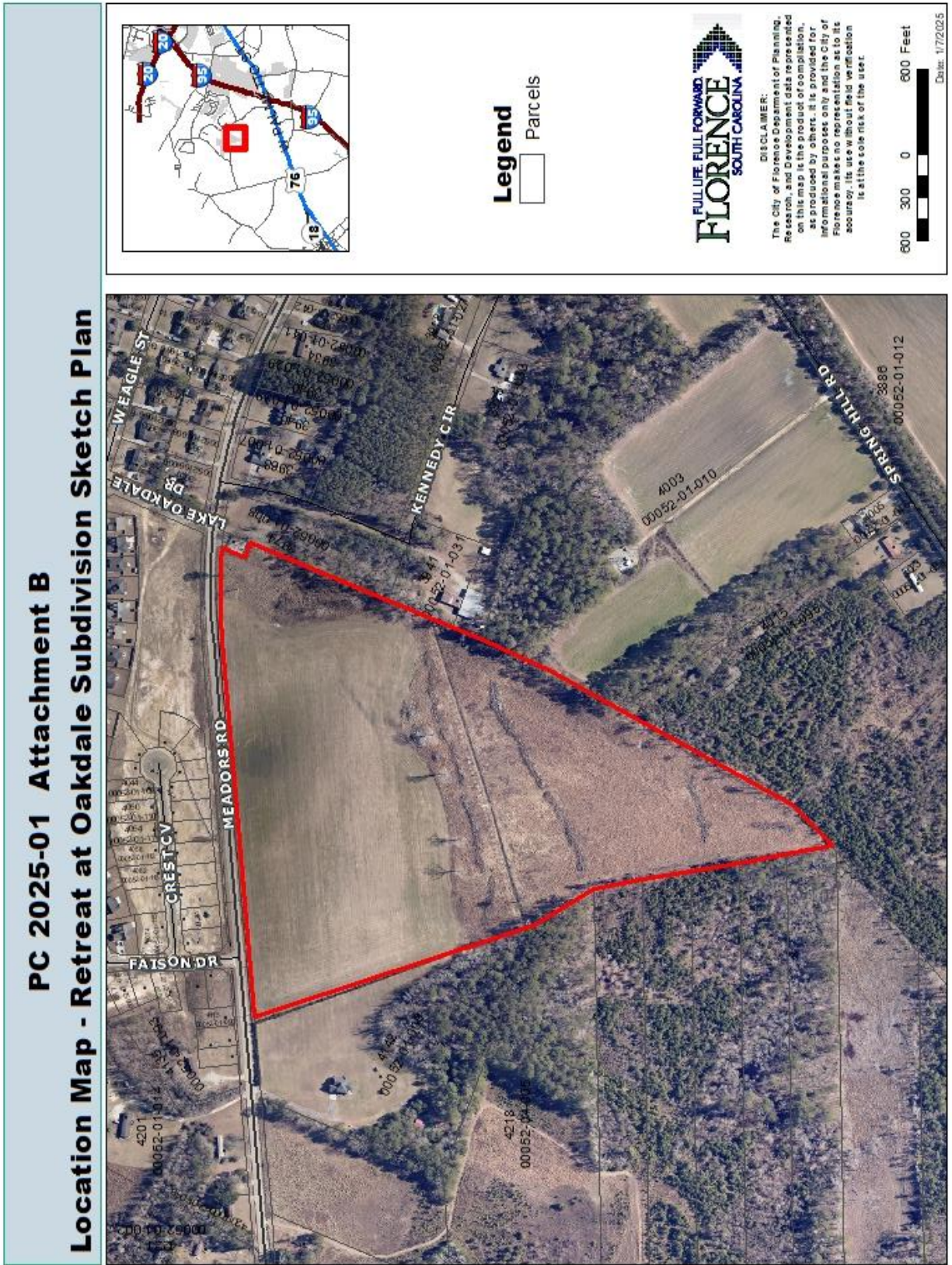
**Legend**  
 City Limits  
 Parcels



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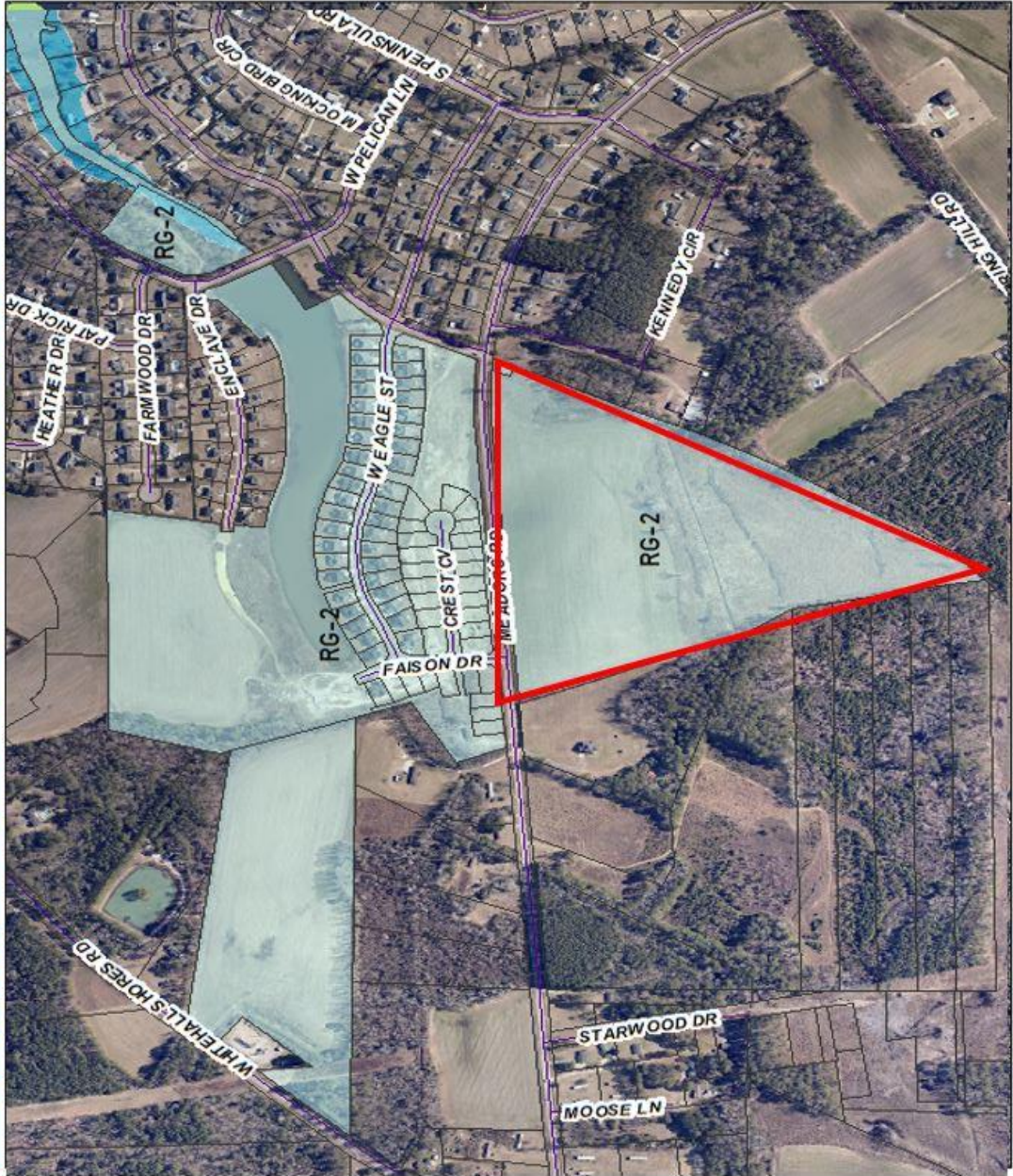








**PC 2025-01 Attachment C  
Zoning Map - Retreat at Oakdale Subdivision Sketch Plan**



**Legend**

- OSR
- PD
- RE
- RG
- RG-1
- RG-2
- RG-3
- RS
- RU
- UZ

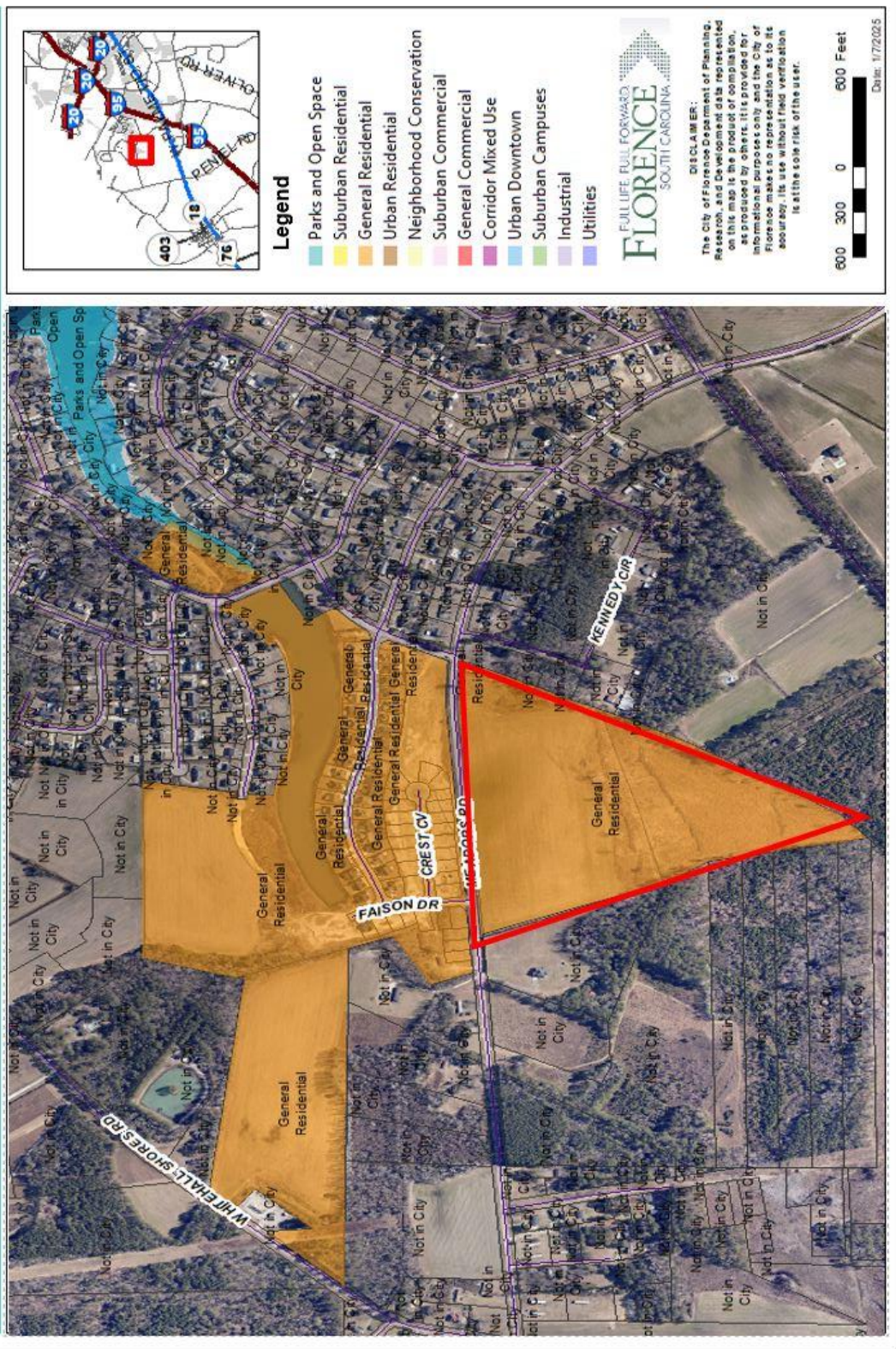


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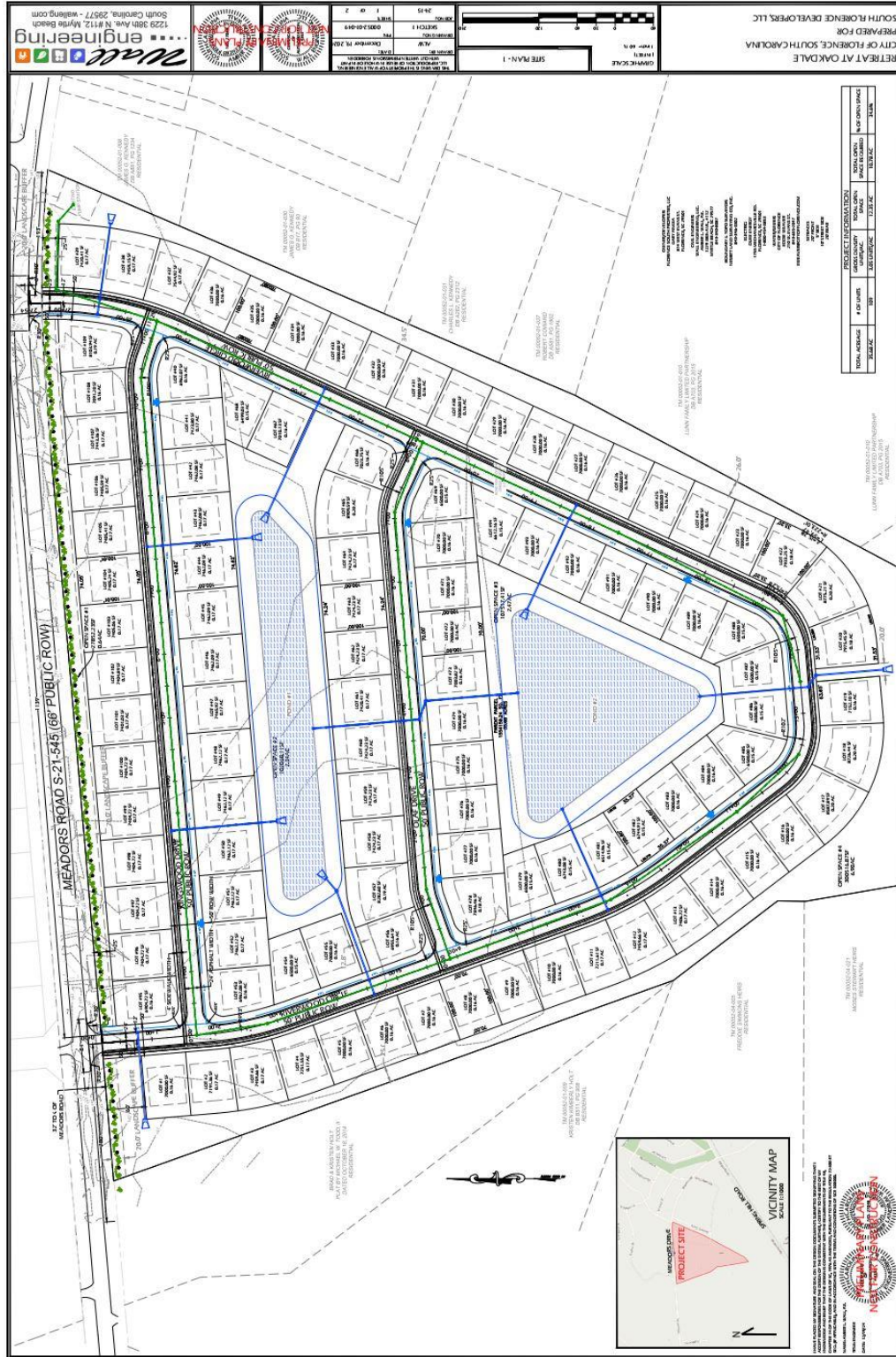


**PC 2025-01 Attachment D  
Future Land Use**





Attachment E: The Retreat at Oakdale Sketch Plan





**DEPARTMENT OF PLANNING, RESEARCH & DEVELOPMENT  
 STAFF REPORT TO THE  
 CITY OF FLORENCE PLANNING COMMISSION  
 JANUARY 14, 2025**

**AGENDA ITEM: PC-2025-03 Request to zone Neighborhood Conservation – 15 (NC-15), pending annexation, the lots located at 924, 928, and 932 Barclay Drive, identified as Florence County Tax Map Numbers 07212-01-043, 07212-01-037, and 07212-01-042.**

**I. IDENTIFYING DATA:**

Owner	Tax Map Numbers
Stroud Holdings LLC	07212-01-043, 07212-01-037, and 07212-01-042

**II. CURRENT STATUS/PREVIOUS ACTION TAKEN:**

This issue is before the Planning Commission for public hearing and recommendation of zoning designation to City Council. It has not been considered, nor has any previous action been taken, by the Planning Commission.

**III. GENERAL BACKGROUND DATA:**

**Current Zoning:** Unzoned (County)  
**Proposed Zoning:** Neighborhood Conservation-15 (NC-15)  
**Current Use:** Vacant Lots  
**Proposed Use:** Single-Family Detached Houses

**IV. POINTS TO CONSIDER:**

- (1) The three lots are at the back of the Vintage Place subdivision, which is entirely in the County. These lots are unzoned. They are vacant but the owner intends to construct single family houses.
- (2) The proposed zoning, pending annexation, is Neighborhood Conservation-15 (NC-15) District. The primary use permitted under the proposed zoning is single-family residential characterized by large sized lots.
- (3) The lots do not meet the dimensional requirements of the NC-15 zoning district per the City of Florence *Unified Development Ordinance*. They are less than sixty feet wide at the building line.
- (4) The only uses that may be developed under the proposed zoning, per the City of Florence *Unified Development Ordinance*, are those permitted in the NC-15 Neighborhood Conservation zoning district. The properties will be subject to the City of Florence codes and regulations.
- (5) Land use of the adjacent properties is single-family residential.

- (6) Future Land Use of the parcel is Neighborhood Conservation. Adjacent single-family properties are also designated as Neighborhood Conservation.
- (7) City water and sewer services are available.
- (8) City Council will review the feasibility of annexation based upon the ability to serve the future residents.

**I. OPTIONS:**

Planning Commission may:

- (1) Recommend approval of the request as presented based on the information submitted.
- (2) Defer the request should additional information be needed.
- (3) Suggest other alternatives.
- (4) Recommend denial of the request based on information submitted.

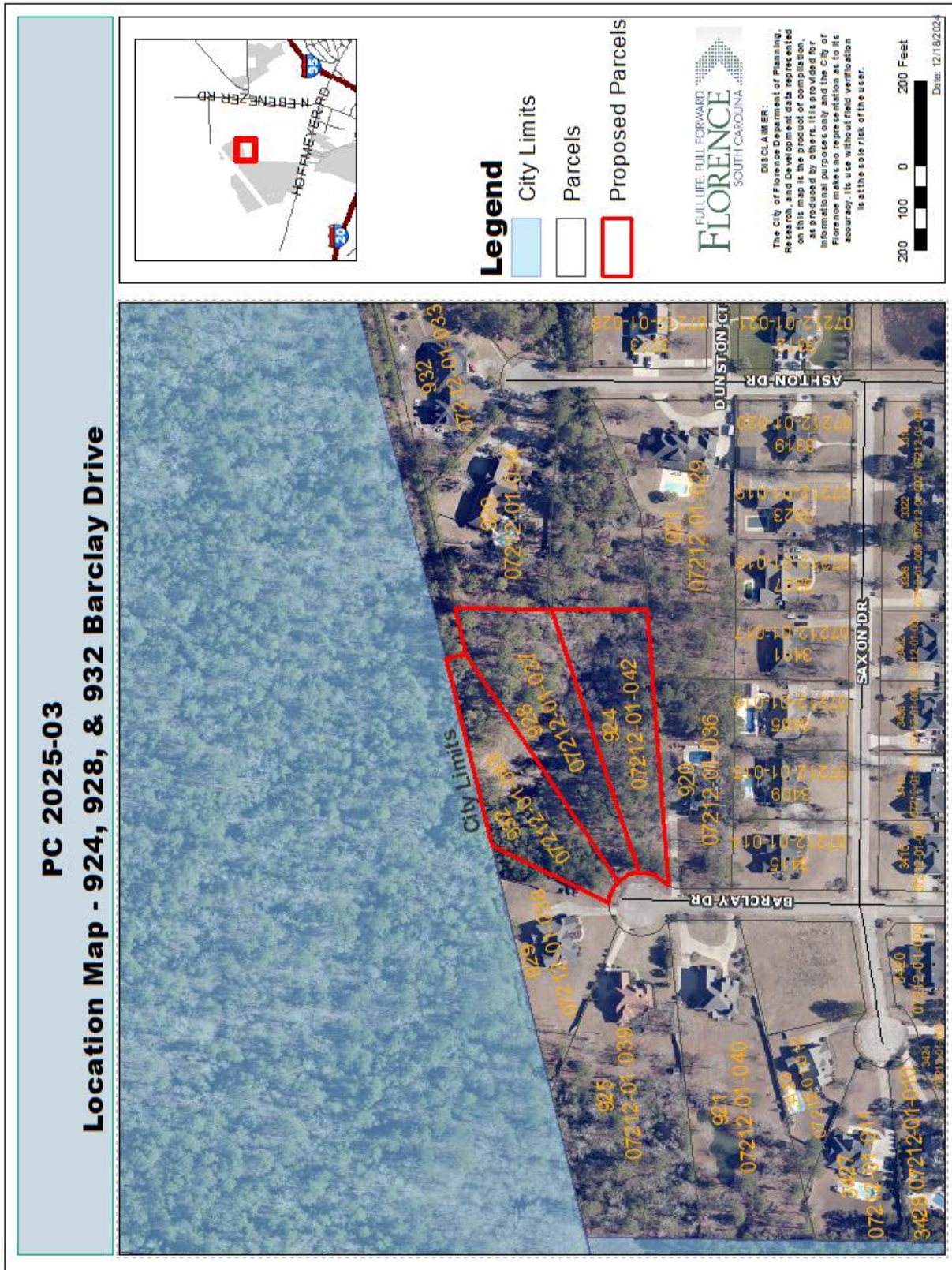
**VI. ATTACHMENTS:**

- A) Vicinity Map
- B) Location Map
- C) Zoning Map
- D) Future Land Use Map
- E) Site Photos



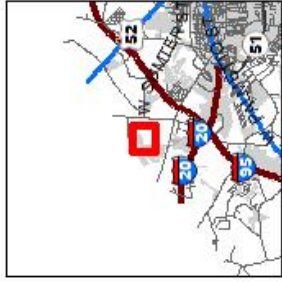








**PC 2025-03  
Zoning Map - 924, 928, & 932 Barclay Drive**



**Legend**

Parcels

**Zoning District**

**Residential Districts**

RG-3

Proposed Parcels

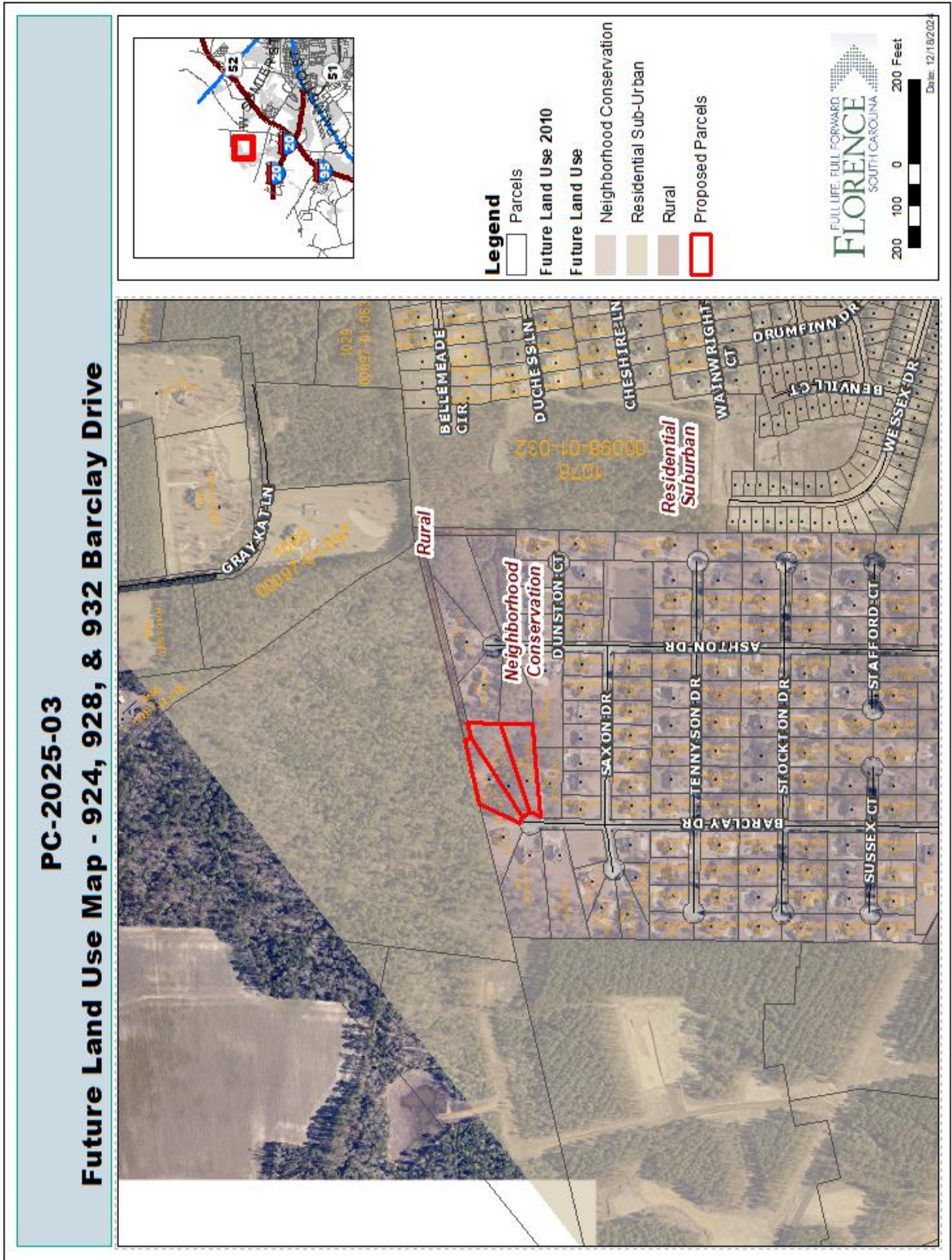


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Date: 12/18/2024





Attachment E: Site Photos



**DEPARTMENT OF PLANNING, RESEARCH & DEVELOPMENT  
STAFF REPORT TO THE  
CITY OF FLORENCE PLANNING COMMISSION  
JANUARY 14, 2025**

**AGENDA ITEM:      PC-2025-04      Request to zone CG, pending annexation, the lot located at the intersection of Gilbert Drive and Freedom Boulevard, identified as Florence County Tax Map Number 00178-01-244.**

**I. IDENTIFYING DATA:**

Owner	Tax Map Number
Palmetto Corp. of Conway	00178-01-244

**II. CURRENT STATUS/PREVIOUS ACTION TAKEN:**

This issue is before the Planning Commission for public hearing and recommendation to City Council. It has not been considered, nor has any previous action been taken, by the Planning Commission.

**III. GENERAL BACKGROUND DATA:**

**Current Zoning:**                      Unzoned (County)  
**Proposed Zoning:**                    Commercial General (CG)  
**Current Use:**                            Vacant  
**Proposed Use:**                         Commercial development

**IV. POINTS TO CONSIDER:**

- (1) The request involves a 0.65 acre parcel located on Freedom Boulevard at Gilbert Drive. The vacant property is currently in the County and unzoned.
- (2) The proposed zoning, pending annexation, is Commercial General (CG). The only uses that may be developed under the proposed zoning, per the City of Florence Unified Development Ordinance, are those permitted in the CG zoning districts. Development will be subject to the City of Florence codes and regulations, which includes buffering between commercial and residential zoning districts.
- (3) Land use of adjacent properties is single-family residential in the County to the north, west, and east, and vacant commercially zoned land to the south. Freedom Estates, a single family subdivision in the City, is also located to the south. Future Land Use of the parcel is General Commercial. Adjacent properties are designated as General Residential.

- (4) City staff recommends the parcel be zoned CG as requested, contingent upon annexation into the City of Florence. This recommendation is based on the intentions of the owners to develop the parcel for commercial uses to serve the adjacent neighborhoods.

**V. OPTIONS:**

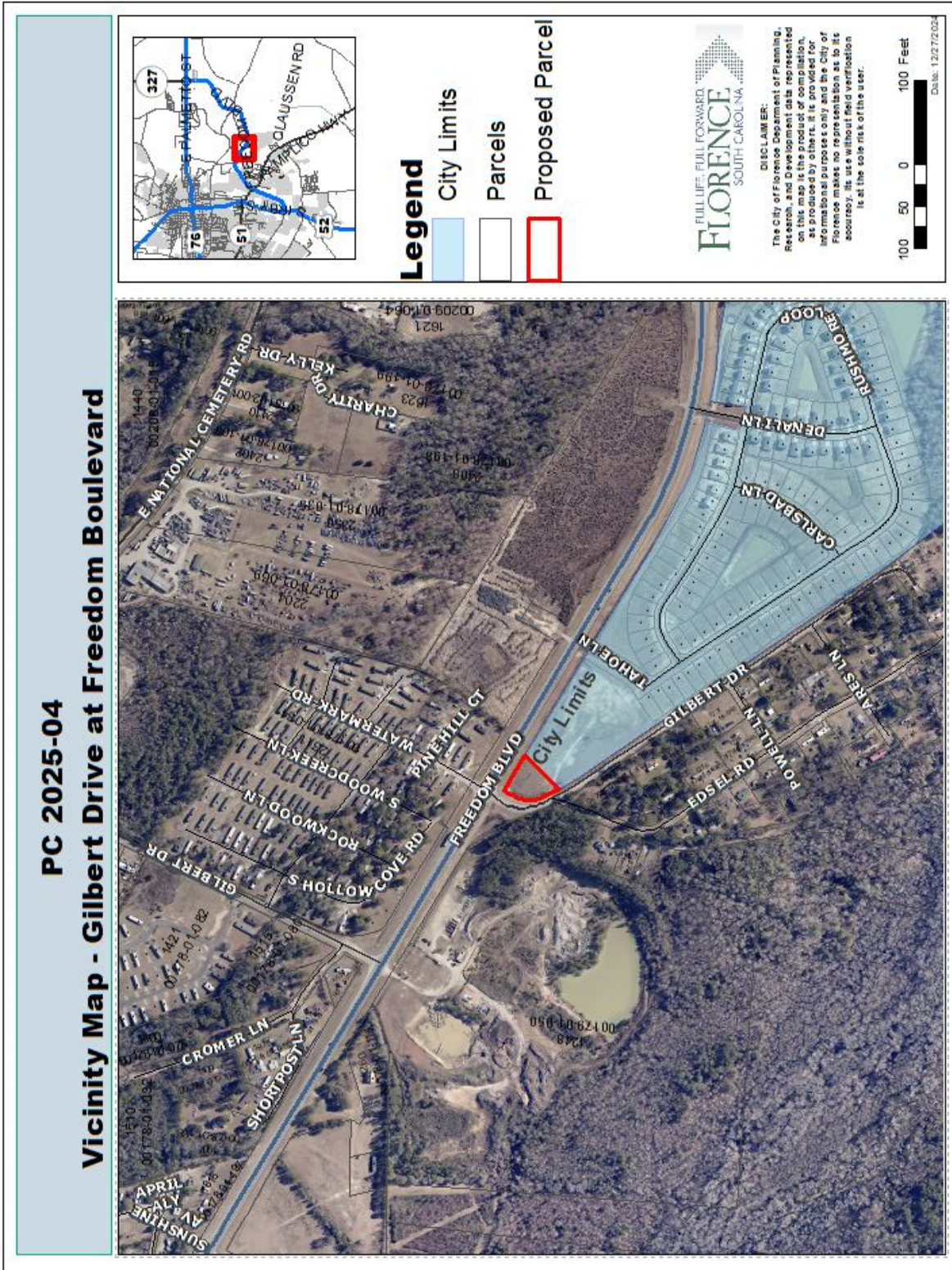
Planning Commission may:

- (1) Recommend approval of the request as presented based on the information submitted.
- (2) Defer the request should additional information be needed.
- (3) Suggest other alternatives.
- (4) Recommend denial of the request based on information submitted.

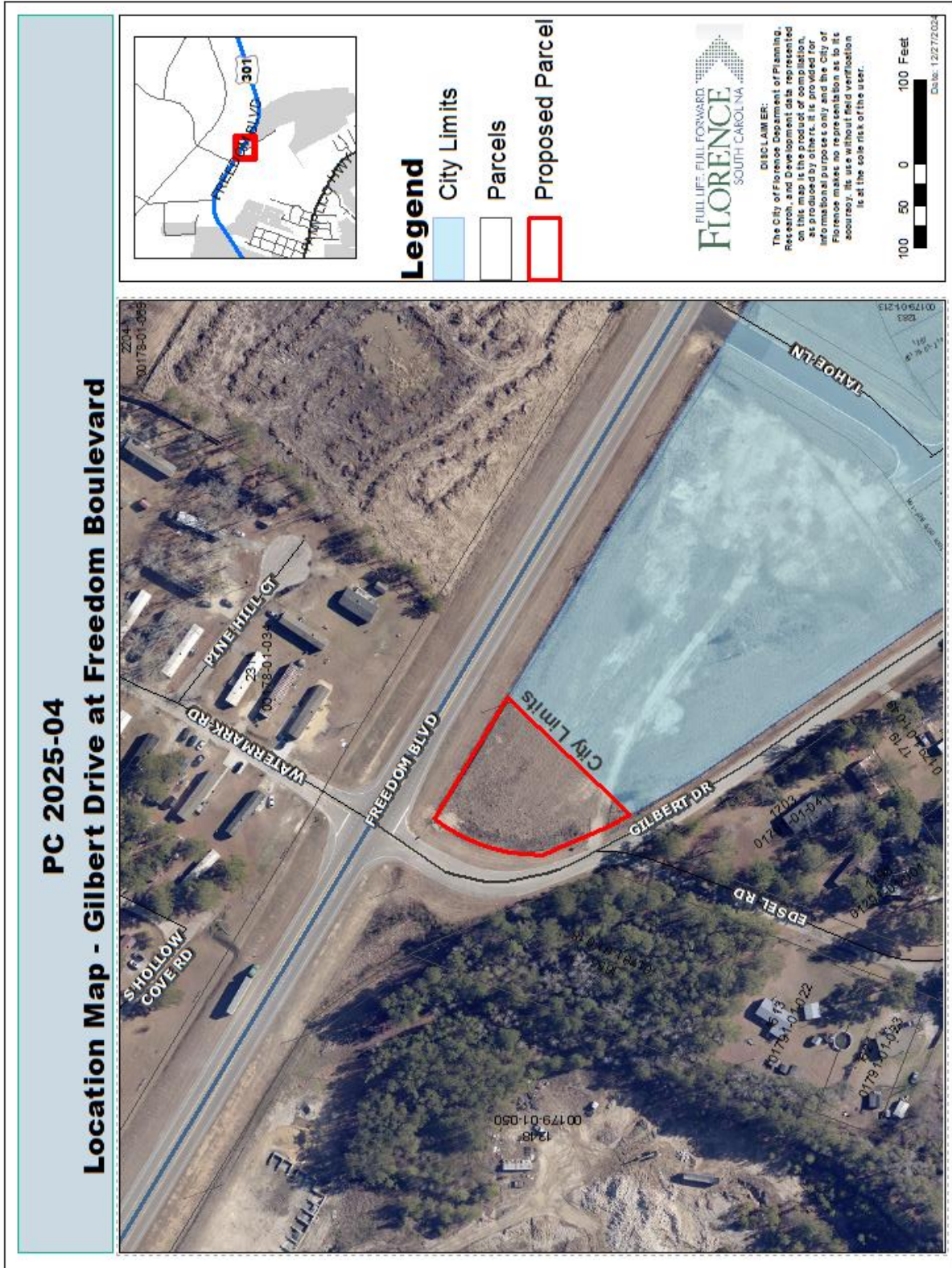
**VI. ATTACHMENTS:**

- A) Vicinity Map
- B) Location Map
- C) Zoning Map
- D) Future Land Use Map

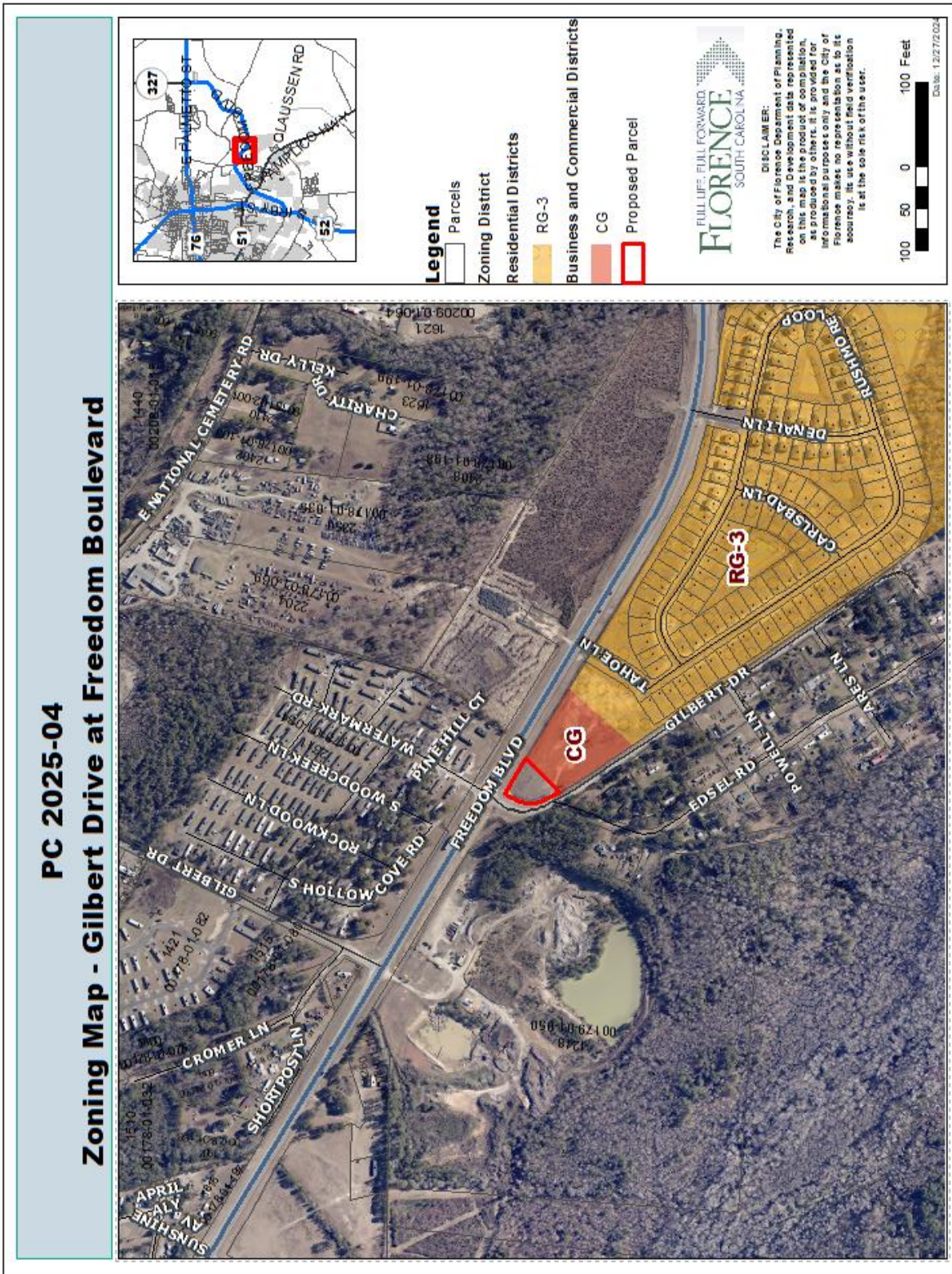




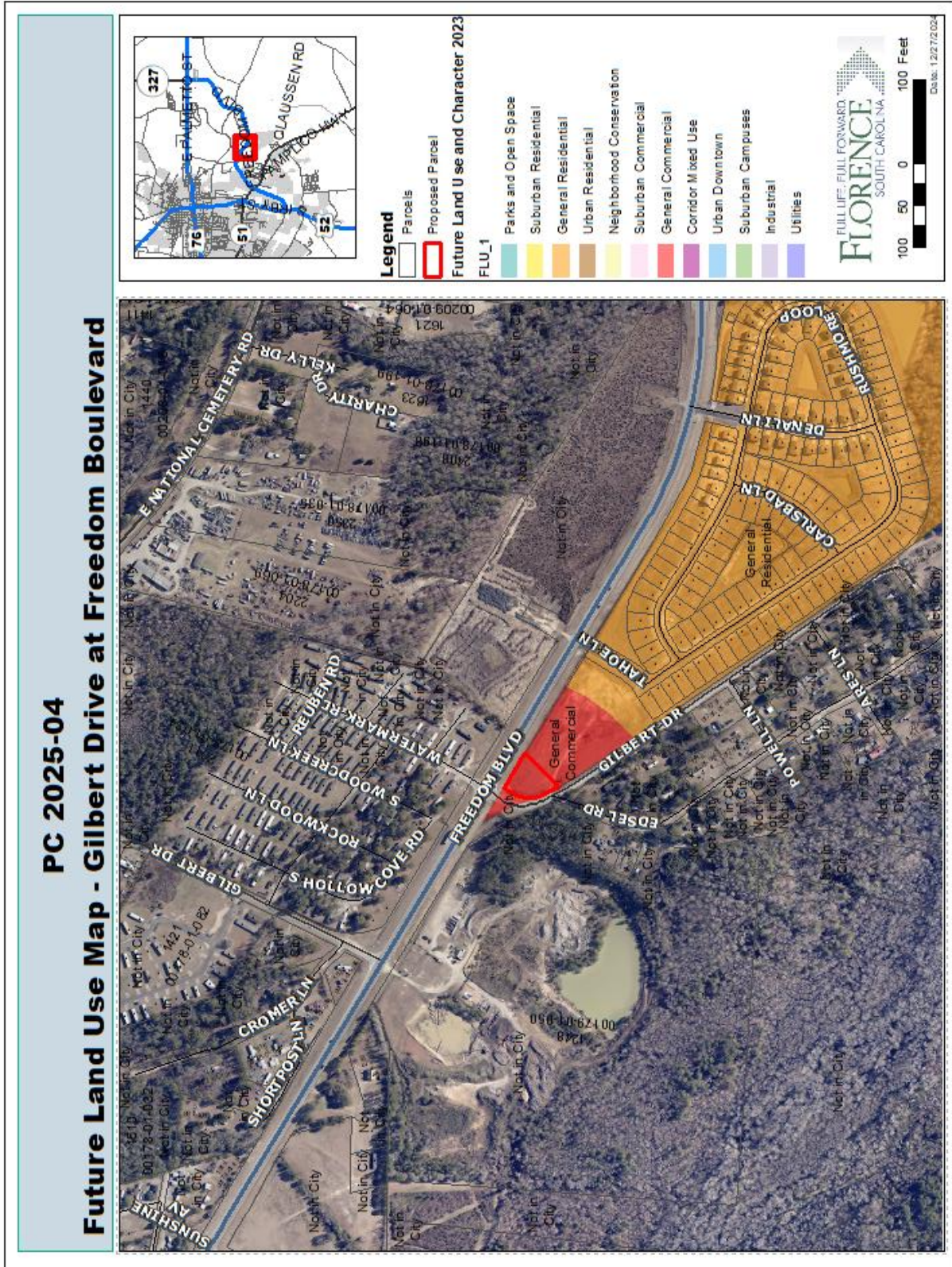












**DEPARTMENT OF PLANNING, RESEARCH & DEVELOPMENT  
STAFF REPORT TO THE  
CITY OF FLORENCE PLANNING COMMISSION  
JANUARY 14, 2025**

**AGENDA ITEM: PC-2025-05 Request to zone General Residential-2 (RG-2), pending annexation, the lots located at 1001 Tunbridge Place and 3740 West Lake Drive, identified as Florence County Tax Map Numbers 00751-01-279 and 00751-01-282.**

**I. IDENTIFYING DATA:**

Owner	Tax Map Numbers
Tri Point Properties LLC	00751-01-279 and 00751-01-282

**II. CURRENT STATUS/PREVIOUS ACTION TAKEN:**

This issue is before the Planning Commission for public hearing and recommendation to City Council. It has not been considered, nor has any previous action been taken, by the Planning Commission.

**III. GENERAL BACKGROUND DATA:**

**Current Zoning:** R-1 (County)  
**Proposed Zoning:** General Residential-2 (RG-2)  
**Current Use:** Vacant Lots  
**Proposed Use:** Single-Family Detached Houses

**IV. POINTS TO CONSIDER:**

- (1) The two lots are part of the Greens Cape subdivision, which is entirely in the County and initially was developed in the 1990s. The lots are zoned R-1. They are vacant but the owner intends to construct single family houses on them.
- (2) Land use of the adjacent properties is single-family residential with large houses on small lots with very small setbacks. The specific Greens Cape development standards are unavailable, but the applicant is requesting the ability to build his two houses using the same setbacks and building cover as existing homes in order to provide consistency and maintain the character of the area.
- (3) The Greens Cape development consists of 21 lots, including these two. Lot sizes range from 3500 square feet to 11,000 square feet for a triple lot. The average lot is a tenth of an acre (4356 square feet) with an 1800 square foot house, for an average coverage of 60%. House sizes range from 1600 to 2300 square feet.
- (4) The lot at 1001 Tunbridge Place is 75 by 84 feet (6300 square feet), and 3740 West Lake Drive is 84 by 90 feet (7561 square feet).

- (5) The proposed zoning, pending annexation, is General Residential-2 (RG-2) District. The primary use permitted under the proposed zoning is single-family residential characterized by small sized lots.
- (6) The only uses that may be developed under the proposed zoning, per the City of Florence *Unified Development Ordinance*, are those permitted in the RG-2 zoning district. The properties will be subject to the City of Florence codes and regulations.
- (7) Future Land Use of the parcels is Neighborhood Conservation. Adjacent single-family properties are also designated as Neighborhood Conservation.
- (8) City water and sewer services are available.
- (9) City staff recommends the zoning designation of RG-2 with the variance of allowing the average setbacks and building cover of adjacent properties to apply to new houses constructed on these two parcels.

**V. OPTIONS:**

Planning Commission may:

- (1) Recommend approval of the request as presented based on the information submitted.
- (2) Defer the request should additional information be needed.
- (3) Suggest other alternatives.
- (4) Recommend denial of the request based on information submitted.

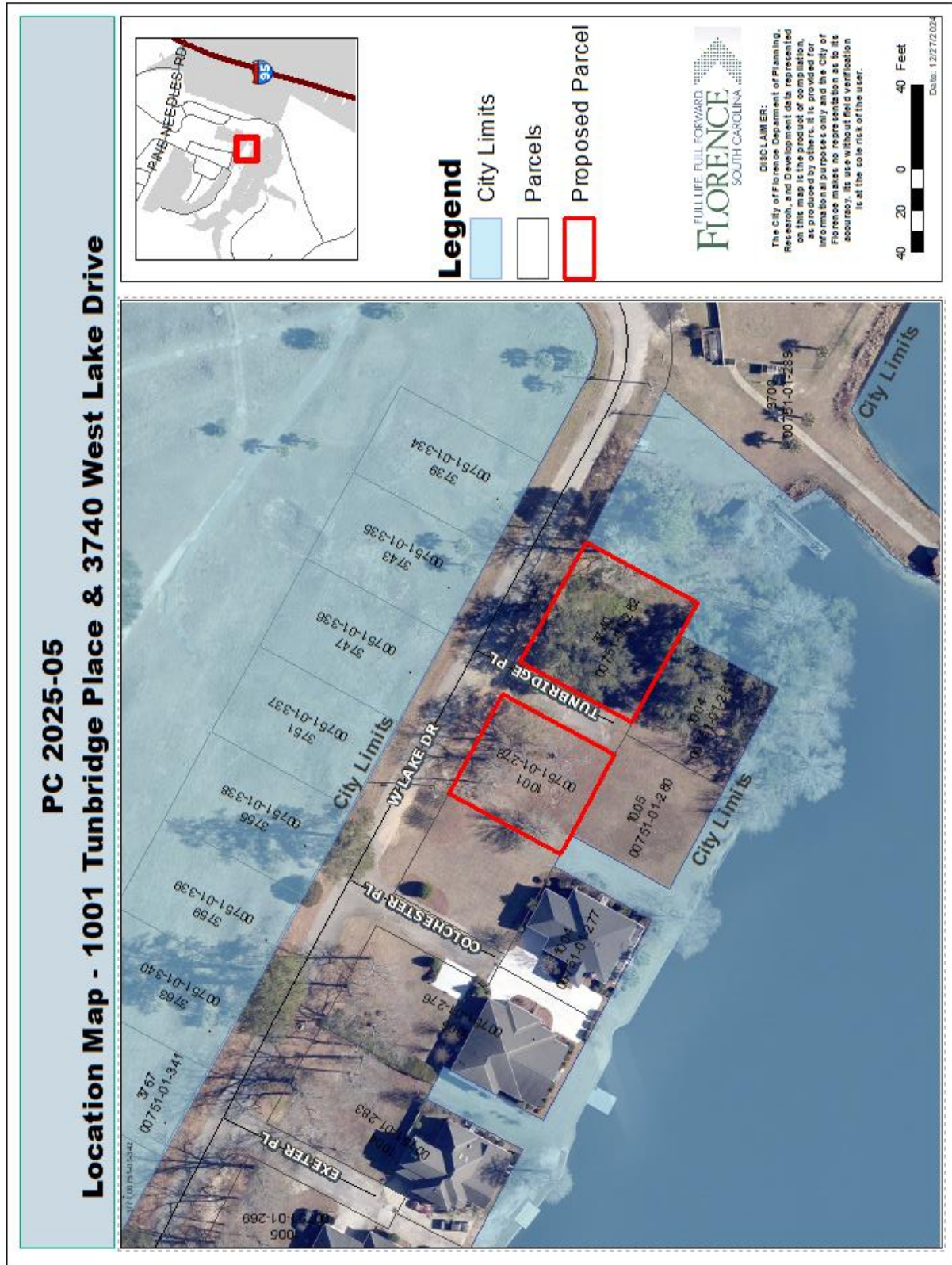
**VI. ATTACHMENTS:**

- A) Vicinity Map
- B) Location Map
- C) Zoning Map
- D) Future Land Use Map
- E) Greens Cape Aerial
- F) Site Photos

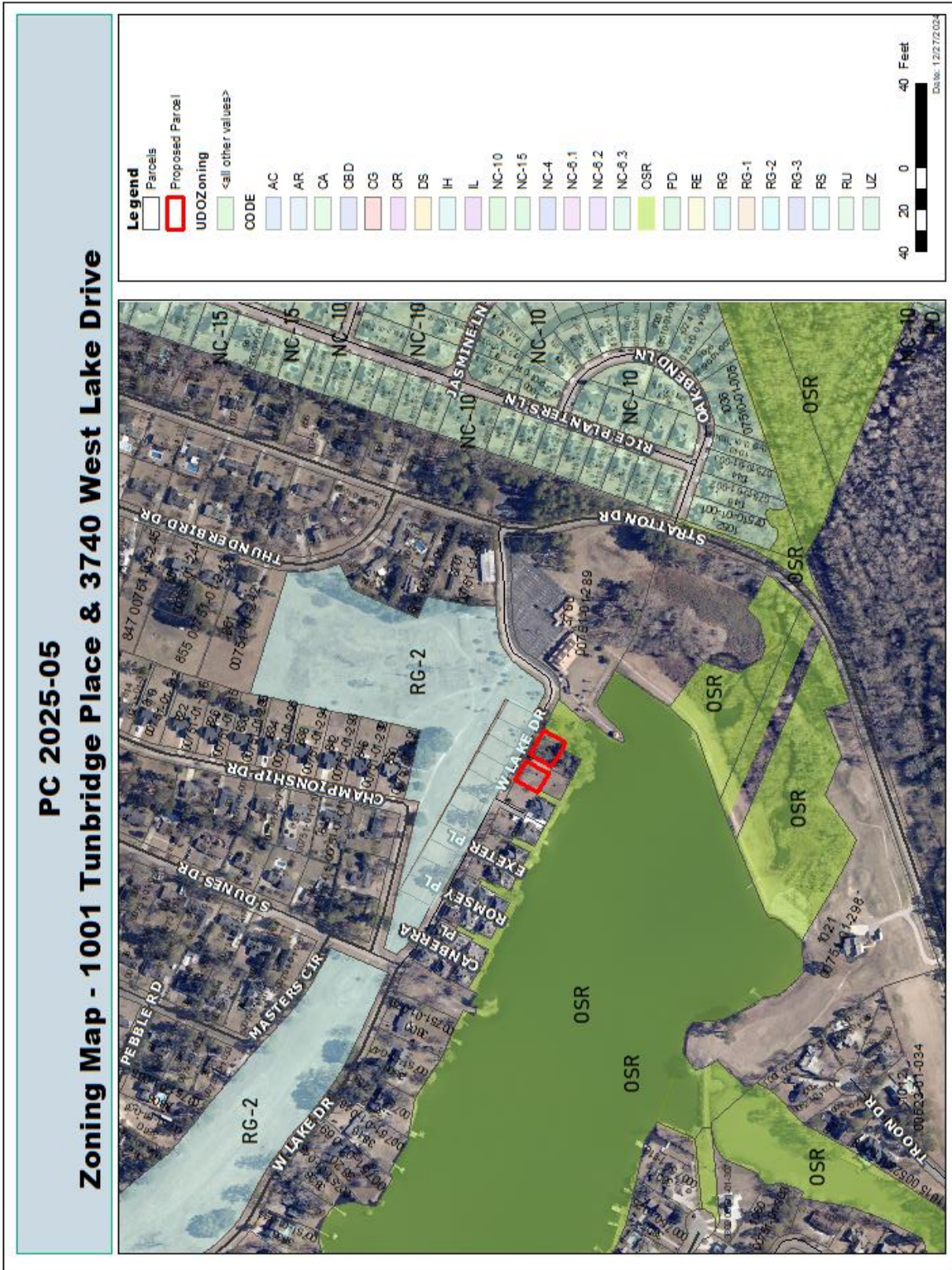


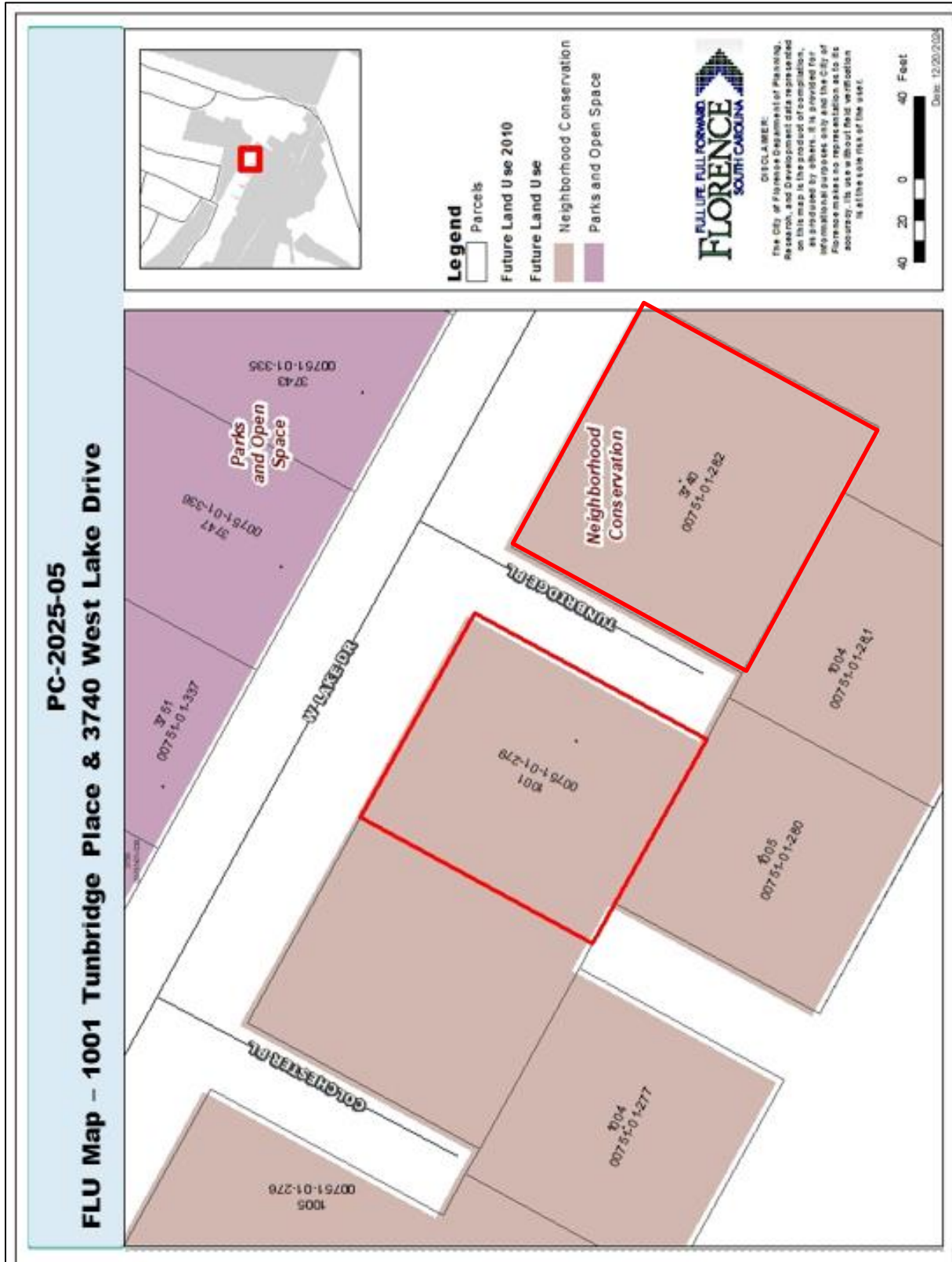


















Attachment F: Site Photos



3740 West Lake Drive lot.



1001 Tunbridge Place lot.



Street views of houses in Greens Cape development showing small setbacks.









**DEPARTMENT OF PLANNING, RESEARCH & DEVELOPMENT  
STAFF REPORT TO THE  
CITY OF FLORENCE PLANNING COMMISSION  
JANUARY 14, 2025**

**AGENDA ITEM:      PC-2025-06      Adoption of Updated Overlay District Design Standards**

**Background Information**

*The Design Guidelines for Downtown Florence, South Carolina* were prepared for the Florence Downtown Development Corporation and adopted in March 2005. They were last amended in 2022. In 2024, the City was awarded a federal historic preservation grant through the South Carolina Department of Archives and History to update and rewrite the Design Guidelines. The firm of Bolton and Menk was hired to produce these updated design standards and guidelines for the seven overlay districts.

The Design Guidelines are referenced in Division 4-16.3 and Section 4-16.3.1 of the *Unified Development Ordinance*, which states: “In the interest of promoting the cultural, economic, and general welfare of the public by providing a mechanism for the identification, recognition, conservation, maintenance, protection, and enhancement of the existing architecturally valuable structures and to promote the redevelopment and revitalization of the City’s traditional downtown area by ensuring its harmonious, orderly, and efficient growth and redevelopment, the design guidelines are adopted and incorporated by reference.”

**Purpose and Goal of Updated Standards**

The Design Standards provide a framework within which builders, developers, property owners, business owners, City staff, and the Design Review Board can ensure that the regional and local character that distinguish the historic areas of Florence is preserved, that materials are appropriate for their use on historic structures, and that new development is not an artificial recreation of a prior time or place. In addition, the Standards expand upon and clarify the design intent of previously approved plans to ensure that new development and rehabilitation of existing structures will create a new, dynamic, harmonious, and unique downtown of which all citizens can be proud.

Unlike the previous Design Guidelines, the updated Downtown Design Standards address modern materials and technologies, expand upon and clarify the approval process, provide updated historic standards, and include more image-based content. Educating property owners and the general public on the economic as well as cultural value of historic preservation and character are also key objectives of the new Standards. The updated Standards provide a practical resource for current and prospective property owners in the downtown districts, as well as clear guidance for Board members and City staff.

**Adoption Process**

The new Design Standards are technically an amendment to the *Unified Development Ordinance*. They are available for review at

[https://www.cityofflorence.com/sites/default/files/uploads/Departments/Planning/draft\\_jan\\_6\\_2025.pdf](https://www.cityofflorence.com/sites/default/files/uploads/Departments/Planning/draft_jan_6_2025.pdf)

The process for their adoption starts with a recommendation to approve and accept the Standards by the Design Review Board. The Planning Commission considers the Board’s recommendation and makes their own motion to accept the Standards as an official amendment to the Ordinance. Their recommendation then goes to City Council for final approval and adoption.

**DEPARTMENT OF PLANNING, RESEARCH & DEVELOPMENT  
STAFF REPORT TO THE  
CITY OF FLORENCE PLANNING COMMISSION  
JANUARY 14, 2025**

**AGENDA ITEM:      PC-2025-07      Proposed text amendments to the City of Florence *Unified Development Ordinance* Section 4-12.5.1 Riparian Buffer Requirements B. Boundaries and Specifications; Section 4-12.6.1 Adoption of Flood Hazard Area Maps; Section 4-12.6.3 Provisions for Flood Hazard Reduction, 1. General Standards; and Division 7-25.2 Definitions (N).**

**I. ISSUE UNDER CONSIDERATION:**

The Federal Emergency Management Agency (FEMA) periodically evaluates flood hazards within municipalities in order to update and maintain accurate Flood Insurance Rate Maps (FIRM) which identify Special Flood Hazard Areas (SFHAs). The maps have been revised and will become effective on March 25, 2025. Before that date, in order to maintain its eligibility in the National Flood Insurance Program (NFIP), the City of Florence is required to adopt FEMA’s floodplain management regulations. The *Unified Development Ordinance* must be amended to include those regulations including referencing the updated maps.

**II. CURRENT STATUS/PREVIOUS ACTION TAKEN:**

This issue is before the Planning Commission for recommendation to City Council.

**III. POINTS TO CONSIDER:**

- (1) On December 16, 2014 the Department of Homeland Security’s Federal Emergency Management Agency (FEMA) issued a Flood Insurance Rate Map (FIRM) that identified the Special Flood Hazard Areas (SFHAs) in the City of Florence. FEMA has completed a re-evaluation of the flood hazards within the City of Florence necessitating a revised FIRM. The revised FIRM will become effective on March 25, 2025. Before March 25, 2025, the City of Florence is required, as a condition of continued eligibility in the National Flood Insurance Program (NFIP), to adopt floodplain management regulations imposed by FEMA. The proposed amendments maintain the one foot of freeboard as set out in the current *Unified Development Ordinance* and meet the minimum requirements of floodplain management regulation.
- (2) The following sections of the *City of Florence Unified Development Ordinance* require updates:
  - a. Section 4-12.5.1 Riparian Buffer Requirements B. Boundaries and Specifications,
  - b. Section 4-12.6.1 Adoption of Flood Hazard Area Maps,
  - c. Section 4-12.6.3 Provisions for Flood Hazard Reduction, 1. General Standards,
  - d. Division 7-25.2 Definitions (N).

**IV. OPTIONS:**

Planning Commission may:



- (1) Recommend approval of the request as presented based on the information submitted.
- (2) Defer the request should additional information be needed.
- (3) Suggest other alternatives.
- (4) Recommend denial of the request based on information submitted.

**V. PROPOSED AMENDMENTS:**

Deletions have been struck through in red and additions underlined and in blue.

**Division 4-12.5.1 Riparian Buffers Requirement, B.1 Boundaries and Specifications** shall have the following amendments:

B. Boundaries and Specifications. The riparian buffer requirements associated with each type of water body are as follows:

1. Level I Water Bodies. Level I water bodies include Black Creek, Jeffries Creek, and Middle Swamp.
  - a. The Jeffries Creek riparian buffer is a non-development overlay district.
  - b. A buffer shall be maintained within the floodway, and 20 feet outside of the floodway, as delineated on the Flood Insurance Rate Map (FIRM), dated ~~December 16, 2014~~, March 25, 2025, as amended from time to time.
  - c. Improvements or other activities that are recognized to disturb land, increase the impervious area, or degrade water quality are not permitted unless demonstrated that said impacts provide for a net reduction of impervious area, contribute to an increased improvement in water quality, preservation of the overall scenic beauty and wildlife habit and floodplain functionality.
  - d. Exceptions may be granted for water access (e.g. boardwalks, docks, etc.) or permitted by the Director of Utilities when disturbance is necessary to facilitate drainage in unusual circumstances.
  - e. The riparian buffer for Level I water bodies are divided into the following zones:
    1. Zone 1. A riparian buffer of at least 20 feet is required on each (outer) side of the floodway. This 20-foot offset area shall consist of forest, small trees/shrubs, grassed areas, walking paths, and/or other passive recreational areas.
    2. Zone 2. A riparian buffer of at least 20 feet is also required on each (inner) side of the floodway, if available. Clear-cutting is not permitted within the 20-foot offset area. It shall consist of naturally landscaped areas including canopy trees and small trees/shrubs.

3. Zone 3. All remaining areas within the established floodway shall be left undisturbed in perpetuity.

**Section 4-12.6.1 Adoption of Flood Hazard Area Maps** shall read as follows:

1. This ordinance shall apply to all areas of special flood hazard within the jurisdiction of the City of Florence as identified by the Federal Emergency Management Agency (FEMA) in its Flood Insurance Study, dated ~~December 16, 2014~~ March 25, 2025 with accompanying maps and other supporting data that are hereby adopted by reference and declared to be a part of this ordinance.
2. Upon annexation, any special flood hazard areas identified by the Federal Emergency Management Agency (FEMA) in its Flood Insurance Study for the unincorporated areas of Florence County, with accompanying map and other data are adopted by reference and declared part of this ordinance.

**Section 4-12.6.3 Provisions for Flood Hazard Reduction, 1. General Standards** shall read as follows:

1. General Standards

Development may not occur in the Special Flood Hazard Area (SFHA) where alternative locations exist due to the inherent hazards and risks involved. Before a permit is issued, the applicant shall demonstrate that new structures cannot be located out of the SFHA and that encroachments onto the SFHA are minimized. In all areas of special flood hazard the following provisions are required:

a. Reasonably Safe from Flooding - Review all permit applications to determine whether proposed building sites will be reasonably safe from flooding.

a. b. Anchoring - All new construction and substantial improvements shall be anchored to prevent flotation, collapse, and lateral movement of the structure.

b. c. Flood Resistant Materials and Equipment - All new construction and substantial improvements shall be constructed with flood resistant materials and utility equipment resistant to flood damage in accordance with Technical Bulletin 2, Flood Damage-Resistant Materials Requirements, dated 8/08, and available from the Federal Emergency Management Agency.

e. d. Minimize Flood Damage - All new construction and substantial improvements shall be constructed by methods and practices that minimize flood damages,

d. e. Critical Development - shall be elevated to the 500 year flood elevation or be elevated to the highest known historical flood elevation (where records are available), whichever is greater. If no data exists establishing the 500 year flood elevation or the highest known



historical flood elevation, the applicant shall provide a hydrologic and hydraulic engineering analysis that generates 500 year flood elevation data,

e. f. Utilities - Electrical, ventilation, plumbing, heating and air conditioning equipment (including ductwork), and other service facilities shall be designed and/or located so as to prevent water from entering or accumulating within the components during conditions of the base flood plus one foot (freeboard).

f. g. Water Supply Systems - All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of floodwaters into the system,

g. h. Sanitary Sewage Systems – New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of floodwaters into the systems and discharges from the systems into floodwaters. On-site waste disposal systems shall be located and constructed to avoid impairment to them or contamination from them during flooding,

h. i. Gas Or Liquid Storage Tanks – All gas or liquid storage tanks, either located above ground or buried, shall be anchored to prevent floatation and lateral movement resulting from hydrodynamic and hydrostatic loads.

i. j. Alteration, Repair, Reconstruction, Or Improvements - Any alteration, repair, reconstruction, or improvement to a structure that is in compliance with the provisions of this ordinance, shall meet the requirements of "new construction" as contained in this ordinance. This includes post-FIRM development and structures.

j. k. Non-Conforming Buildings or Uses - Non-conforming buildings or uses may not be enlarged, replaced, or rebuilt unless such enlargement or reconstruction is accomplished in conformance with the provisions of this ordinance. Provided, however, nothing in this ordinance shall prevent the repair, reconstruction, or replacement of an existing building or structure located totally or partially within the floodway, provided that the bulk of the building or structure below base flood elevation in the floodway is not increased and provided that such repair, reconstruction, or replacement meets all of the other requirements of this ordinance,

k. l. American with Disabilities Act (ADA) - A building must meet the specific standards for floodplain construction outlined in Section 4-12.6.3, as well as any applicable ADA requirements. The ADA is not justification for issuing a variance or otherwise waiving these requirements. Also, the cost of improvements required to meet the ADA provisions shall be included in the costs of the improvements for calculating substantial improvement.

**Division 7-25.2 Definitions (N)** shall have the following addition:

New manufactured home park or subdivision - a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete slabs) is completed on or after January 15, 2018.