



**CITY OF FLORENCE PLANNING COMMISSION
CITY CENTER – COUNCIL CHAMBERS
324 WEST EVANS STREET, FLORENCE, SC
TUESDAY, OCTOBER 8, 2024 – 6:00 P.M.
REGULAR MEETING AGENDA**

- I. Call to Order**
- II. Invocation**
- III. Pledge of Allegiance**
- IV. Approval of Minutes** Regular meeting on September 10, 2024
- V. Public Hearing and Matter in Position for Action**
PC-2024-24 Request to zone NC-15, pending annexation, the property located at 2499 West Edgefield Road, identified as Florence County Tax Map Number 01221-01-140.
- VI. Matter in Position for Action**
PC-2024-25 Request for amended sketch plan review of Warley Street Townhomes located at 189 Warley Street, identified as Florence County Tax Map Number 90074-03-012.
- VII. Adjournment** Next regular meeting is scheduled for November 12, 2024.

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

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

MEMBERS ABSENT: Charlie Abbott and Charles Howard

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

CALL TO ORDER: Chairman Drew Chaplin called the meeting to order at 6:01 p.m.

INVOCATION & PLEDGE:

Chairman Chaplin asked Mr. Keith to provide the invocation, which he did. 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 July 9, 2024 meeting minutes since there was no meeting on August 13. There being no changes or discussion, Mr. Moses moved to approve the minutes, Dr. Lawhon seconded, and the motion passed unanimously (6-0).

PUBLIC HEARINGS AND MATTERS IN POSITION FOR ACTION:

PC-2024-16 Request for the abandonment of an unopened right of way at 1003 Chestnut Street, identified as Florence County Tax Map Number 90063-01-010.

Chairman Chaplin read the introduction to PC-2024-16, then asked Mrs. Zlotnicki for the staff report as submitted to Planning Commission.

Dr. Lawhon asked whose property would absorb the ROW; Mr. Dudley explained that it would be split evenly between the two adjacent properties. Chairman Chaplin clarified that the City just gives the property to the owner; Mr. Dudley confirmed that it was done through the quit claim deed process without any charge to the owners.

Chairman Chaplin opened and closed the public hearing and called for discussion and a motion. Mr. Keith moved to approve the request with the condition that the right of way will be split evenly between the two adjacent parcels; Dr. Lawhon seconded, and the motion passed unanimously (6-0).

PC-2024-20 Request for sketch plan review of Flag Drive Townhomes, identified as Florence County Tax Map Number 00179-01-037.

Chairman Chaplin read the introduction to PC-2024-20, then asked Mr. Johnston for the staff report as submitted to Planning Commission.

Chairman Chaplin called for discussion and a motion. Dr. Lawhon moved to approve the request; Ms. Gregg seconded, and the motion passed unanimously (6-0).

PC-2024-21 Request for sketch plan review of Waverly Woods Phases 2-4, identified as Florence County Tax Map Number 00210-01-026.

Chairman Chaplin read the introduction to PC-2024-21, then asked Mr. Johnston for the staff report as submitted to Planning Commission. Dr. Lawhon recused himself as the owner of the property.

Chairman Chaplin asked Mr. Johnston about the frequent requests to grant a variance on the 400 feet length of the cul-de-sacs. Mr. Dudley said he'd discussed this with the fire marshal, but agreed that he could meet with staff and bring a report to the Commission regarding lengthening the minimum required to avoid the constant requests for a variance.

Shelanda Deas arrived

Chairman Chaplin called for discussion. Mr. Moses asked Dr. Lawhon as the developer about the houses being built. Dr. Lawhon said they'd actually increased the width of the lots to stay consistent with the existing subdivision. He said that construction costs have increased since Covid.

Chairman Chaplin called for a motion. Mr. Moses moved to approve the request; Ms. Sams seconded, and the motion passed unanimously (6-0).

PC-2024-22 Request to rezone four parcels from PDD to NC-6.3, located at the intersection of East Pine Street, South Church Street, and Barringer Street and identified as Florence County Tax Map Numbers 90103-01-002, 90103-01-003, 90103-01-004, and 90103-01-005.

Chairman Chaplin read the introduction to PC-2024-22, then asked Mrs. Zlotnicki for the staff report as submitted to Planning Commission. She explained that the new zoning designation request is for AC instead of NC-6.3 because of surrounding zoning; Activity Center permits townhouses.

Chairman Chaplin opened the public hearing. Ms. Sams asked if the townhouses would be for sale or for rent. Mr. Chandler Chase of Palmetto Reserves, the applicant, said that they would be build to sell units. He said his company builds modern houses and wants to add some variety to the options in Florence.

Dr. Lawhon asked if an HOA would be involved; Mr. Chase said there would be one established once half of the units are sold.

Chairman Chaplin asked if he'd received permission from the DOT for curb cuts yet; Mr. Chase said they did have a request in with the DOT. He said they wanted to make it feel homey and they are still in the design phase. Mrs. Zlotnicki said there are curb cuts already along East Pine Street and Barringer Street.

Chairman Chaplin asked staff if changing the zoning to AC would be detrimental if Mr. Chase couldn't get the curb cuts he wanted, but Mr. Dudley said there are already curb cuts there. He said that the NC-6.3 zoning permits residential uses, but AC allows some light commercial uses, and the Design Review Board will determine design standards.

Mr. Keith asked if twelve units was the intended number of units; Mr. Chase said yes.

Chairman Chaplin closed the public hearing and called for discussion and a motion. Dr. Lawhon moved to approve the request to rezone to AC; Mr. Keith seconded, and the motion passed unanimously (7-0).

PC-2024-23 Request to annex and zone CG Seminar Brewery, located at 551 and 597 West Lucas Street, and identified as Florence County Tax Map Numbers 90070-01-025 and 90070-01-028.

Chairman Chaplin read the introduction to PC-2024-23, then asked Mrs. Zlotnicki for the staff report as submitted to Planning Commission.

Chairman Chaplin opened and closed the public hearing and called for discussion and a motion. Dr. Lawhon moved to approve the request; Ms. Gregg seconded, and the motion passed unanimously (7-0).

ADJOURNMENT: Mr. Moses moved to adjourn the meeting, Dr. Lawhon seconded, and the motion passed unanimously (7-0). Chairman Chaplin adjourned the meeting at 6:41 p.m. The next regular meeting is scheduled for October 8, 2024.

Respectfully submitted,
Alane Zlotnicki, AICP
Senior Planner

**DEPARTMENT OF PLANNING, RESEARCH & DEVELOPMENT
STAFF REPORT TO THE
CITY OF FLORENCE PLANNING COMMISSION
OCTOBER 8, 2024**

AGENDA ITEM: PC-2024-024 Request to zone Neighborhood Conservation–15 (NC-15), pending annexation, the parcel located at 2499 West Edgefield Road, identified as Florence County Tax Map Number 01221-01-140.

I. IDENTIFYING DATA:

Owner	Tax Map Number
Robert Lee Palmer	01221-01-140

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:	Neighborhood Conservation-15 (NC-15)
Current Use:	Single-Family Residence
Proposed Use:	Single-Family Residence

IV. POINTS TO CONSIDER:

- (1) The property is currently in the County and is zoned R-1. It is a single family house.
- (2) The proposed zoning, pending annexation, is Neighborhood Conservation-15 District. The primary use permitted under the proposed zoning is single-family residential characterized by large sized lots.
- (3) The lot meets the dimensional requirements of the NC-15 zoning district per the City of Florence *Unified Development Ordinance*.
- (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 property 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 currently available.

- (8) City staff recommends the parcel be zoned Neighborhood Conservation-15 as requested, contingent upon annexation into the City of Florence. This recommendation is based on the current use, adjacent zoning, and character of the existing neighborhood.

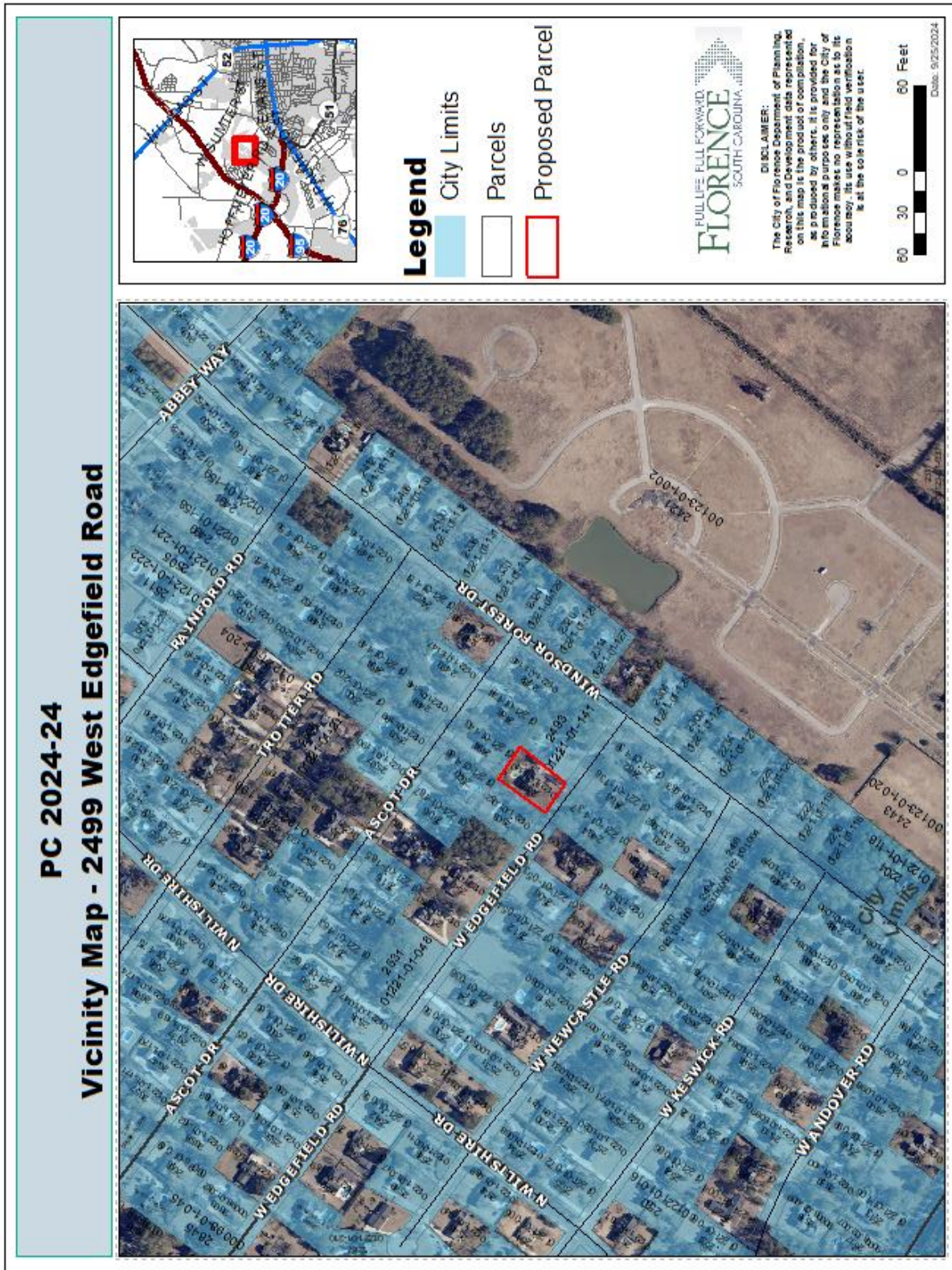
V. OPTIONS:

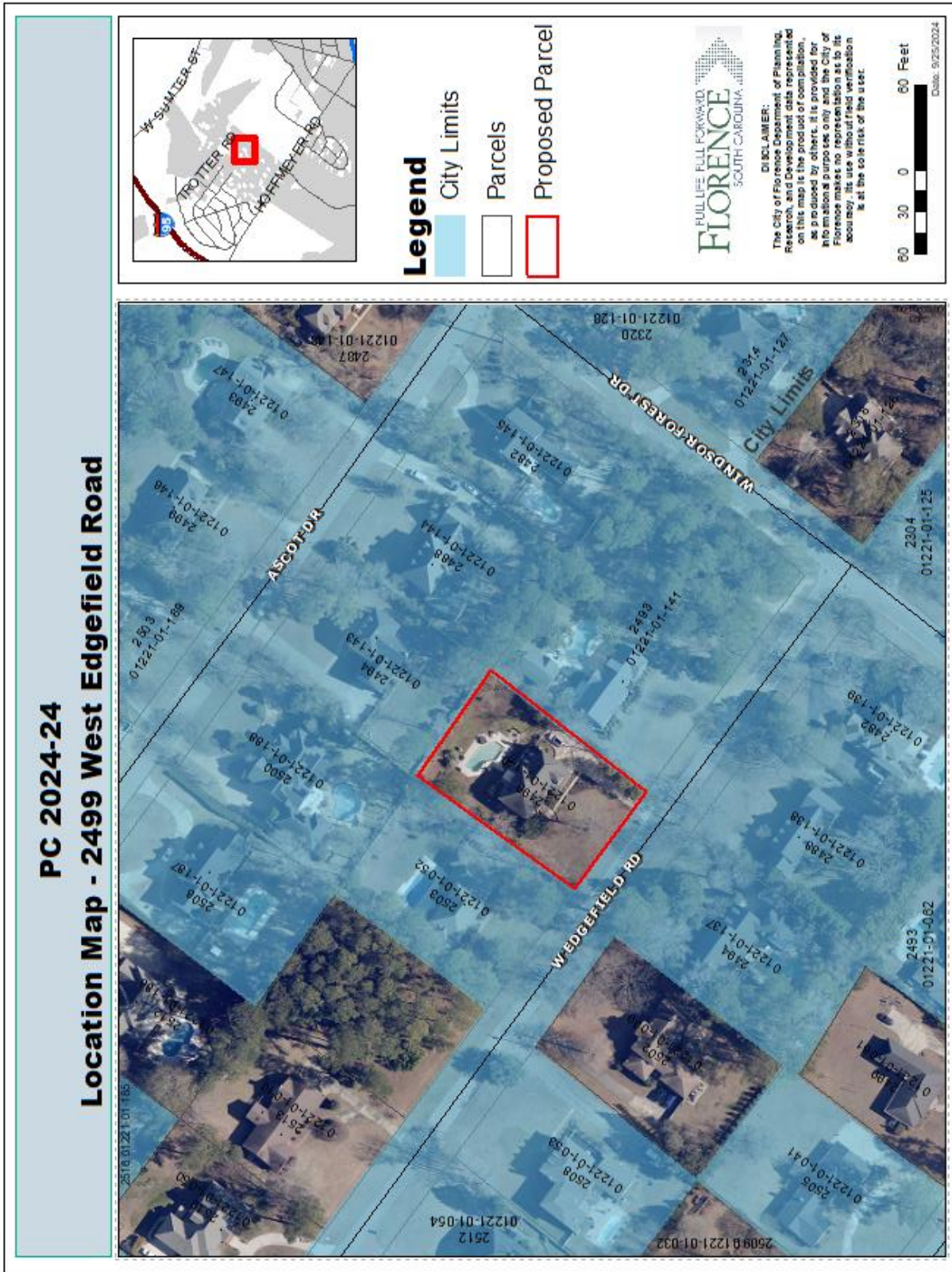
Planning Commission may:

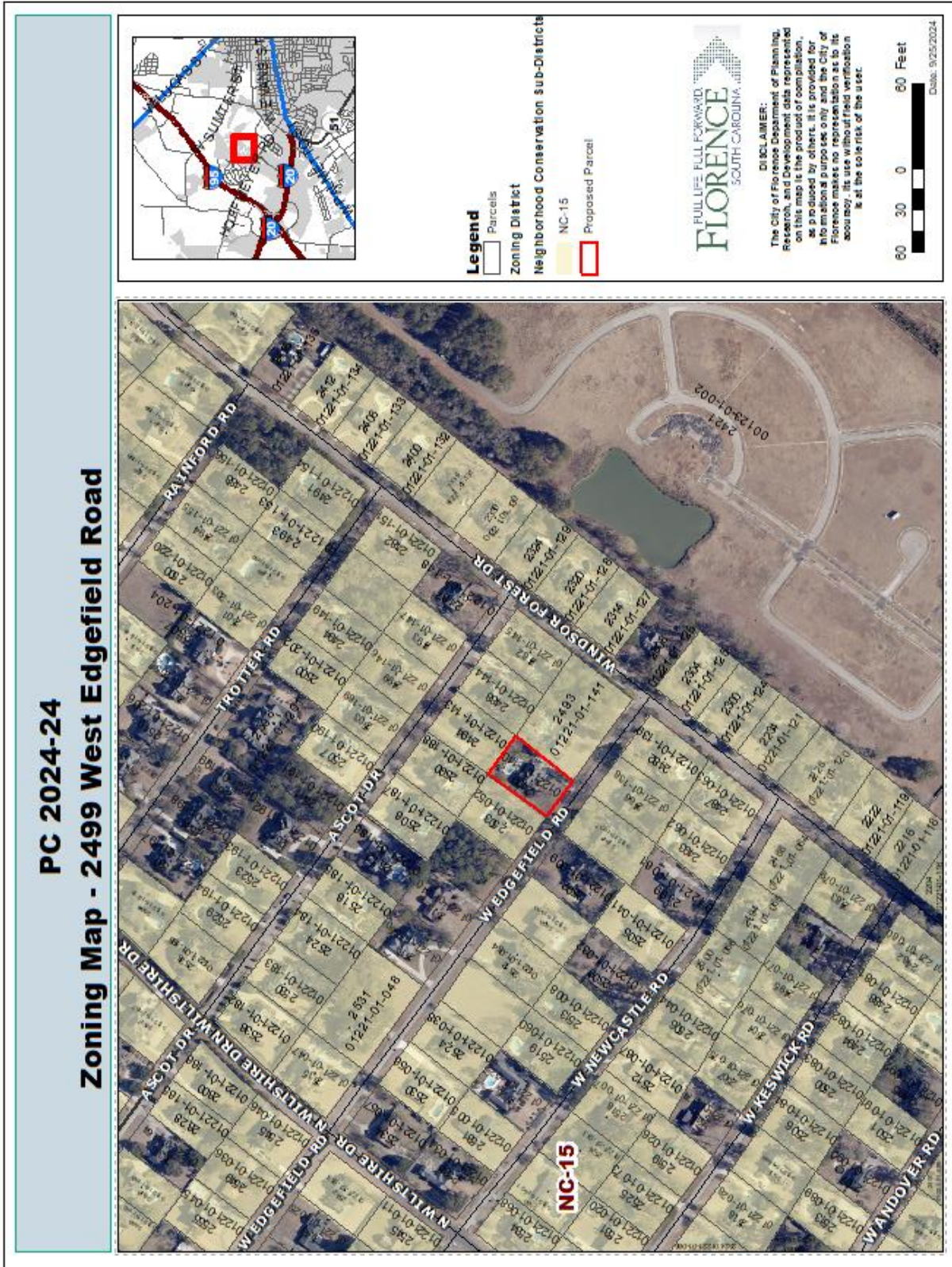
- (1) Recommend approval of the request as presented based on the information submitted.
- (2) Defer the request should additional information be needed.
- (3) Suggest other alternatives.
- (4) Recommend denial of the request based on information submitted.

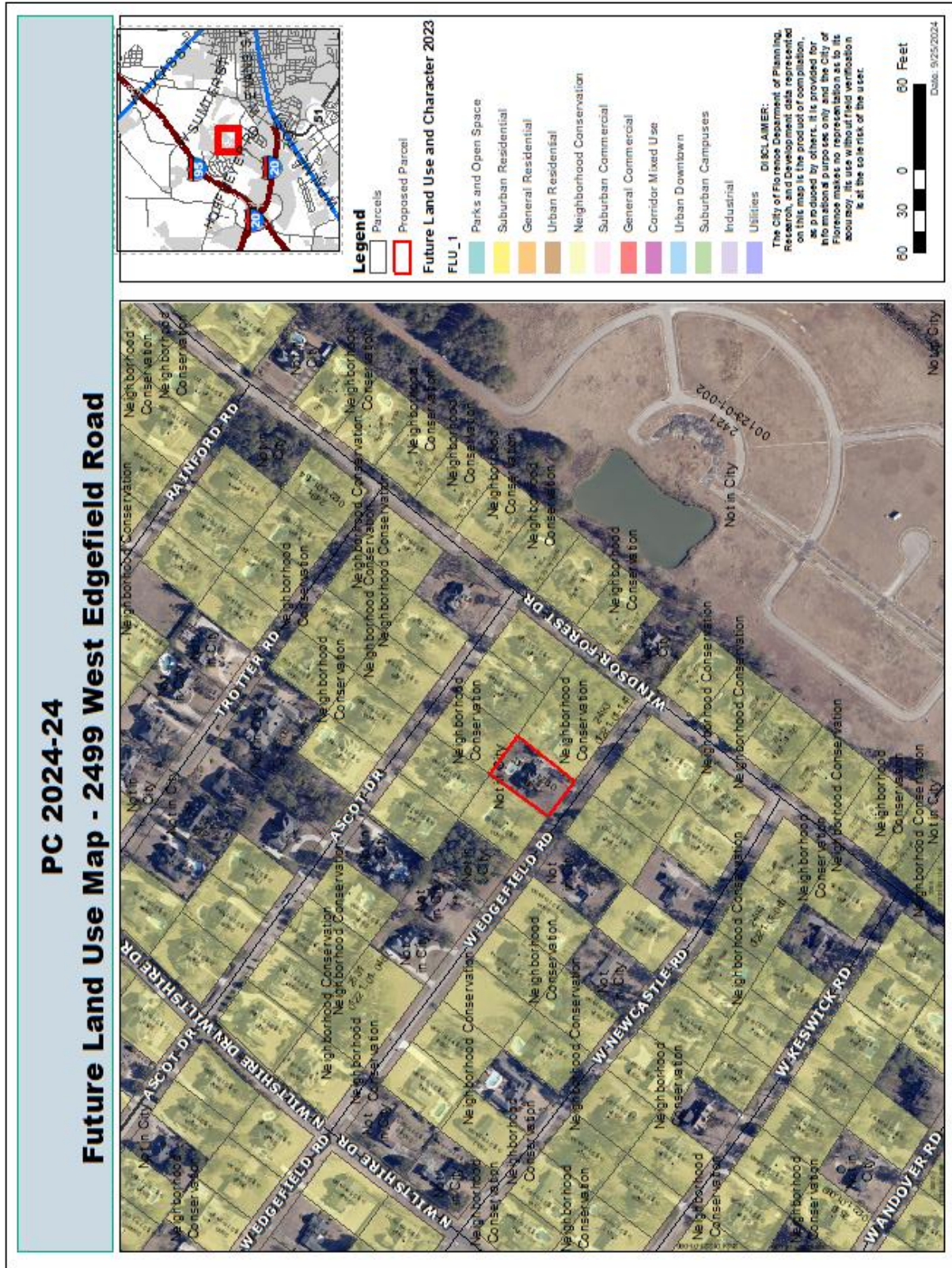
VI. ATTACHMENTS:

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









Attachment E: Site Photo



**DEPARTMENT OF PLANNING, RESEARCH & DEVELOPMENT
STAFF REPORT TO THE
CITY OF FLORENCE PLANNING COMMISSION
OCTOBER 8, 2024**

AGENDA ITEM: PC-2024-25 Request for amended sketch plan review of Warley Street Townhomes, located at 189 Warley Street and identified as Florence County Tax Map Number 90074-03-012.

I. IDENTIFYING DATA:

Owner	Tax Map Number
Chris Cawthon	90074-03-012

II. CURRENT STATUS/PREVIOUS ACTION TAKEN:

This issue is before the Planning Commission for approval. It was approved by the Planning Commission for five townhouse units on June 11, 2024.

III. GENERAL BACKGROUND DATA:

The lot is zoned Central Business District (CBD) which allows both residential and commercial development with an urban character. It is also in the Redevelopment Overlay District. The existing single family house was constructed in 1930, but the owner has gotten permission from the Design Review Board and the Historical Commission to demolish the house and replace it with townhome units. Townhouses are permitted by right in the CBD. The applicants are requesting to add a sixth unit to the end of the building which will line up with the street side property line.

IV. POINTS TO CONSIDER:

- (1) The subdivision of a parcel into four or fewer lots can be approved administratively. More than four lots is considered a sketch plan requiring review by the Planning Commission. This proposal includes six townhouse units.
- (2) The proposed six unit residential building will be oriented to front West Cheves Street rather than Warley Street. Sanitation services are to be provided via rollcars which will be stored in a fenced area to the rear of the building.
- (3) The Future Land Use Map designates this parcel as Urban Downtown, which supports townhouse development.
- (4) The purpose of the sketch plan is to establish the separate parcels as required by Section 1-2.8.2 K of the City of Florence *Unified Development Ordinance*: “all units must be established on single lots and so arranged to ensure public access. As such, townhouse units may be initially established on separate parcels or must be designed to accommodate future subdivision of property as determined by the Department.”
- (5) Subdivision will allow for eventual individual home ownership with common space set up for ingress/egress, utilities, storm drainage, and green space. A property owners’ association and covenants will be required to provide for maintenance and use of the common space.

- (6) City water and sewer services are currently available to the existing parcel. 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.
- (7) On June 12, 2024, the Design Review Board approved the five unit proposal including lot area and rear setback variances from the strict standards of the *Unified Development Ordinance* for townhouses.
- (8) The Design Review Board must review and approve the amended design of the new construction. Minor discrepancies with the *Unified Development Ordinance* can be approved by the Design Review Board.
- (9) In the Central Business District, buildings may be built along the property lines as long as they do not impact the general functionality of the public sidewalk. The sixth unit will be about 5 inches from the street side property line. There is also no minimum landscape surface ratio.
- (10) The number of off street parking spaces has been reduced from ten to five. There is no minimum parking requirement in the CBD. On street parking is available on West Cheves Street.
- (11) Other requirements of the City of Florence *Unified Development Ordinance* will be addressed during the Development Plan Review. Following Sketch Plan approval, the developer will be required to submit a full Development Plan submittal package for staff review prior to any construction taking place.

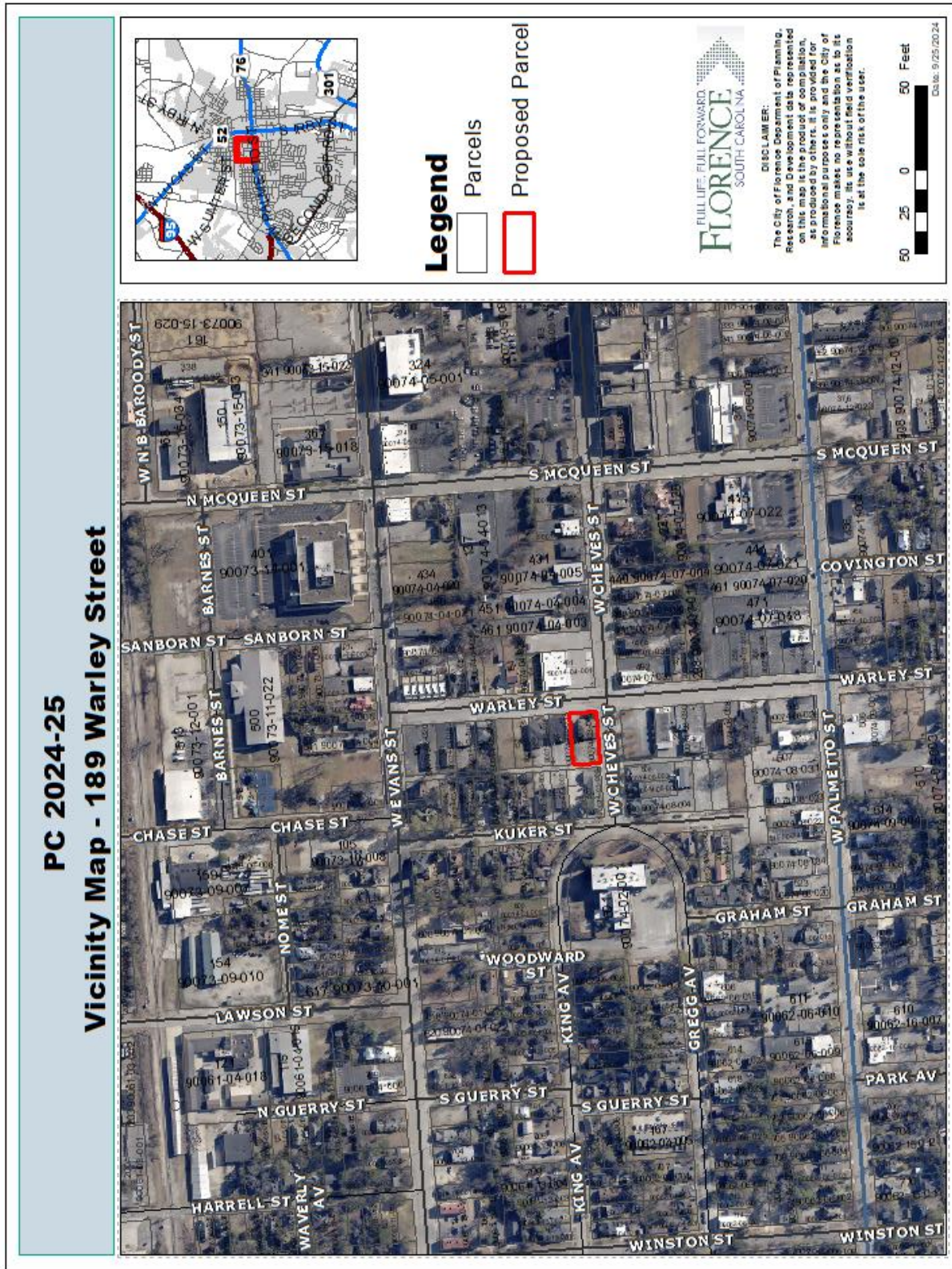
VI. OPTIONS:

Planning Commission may:

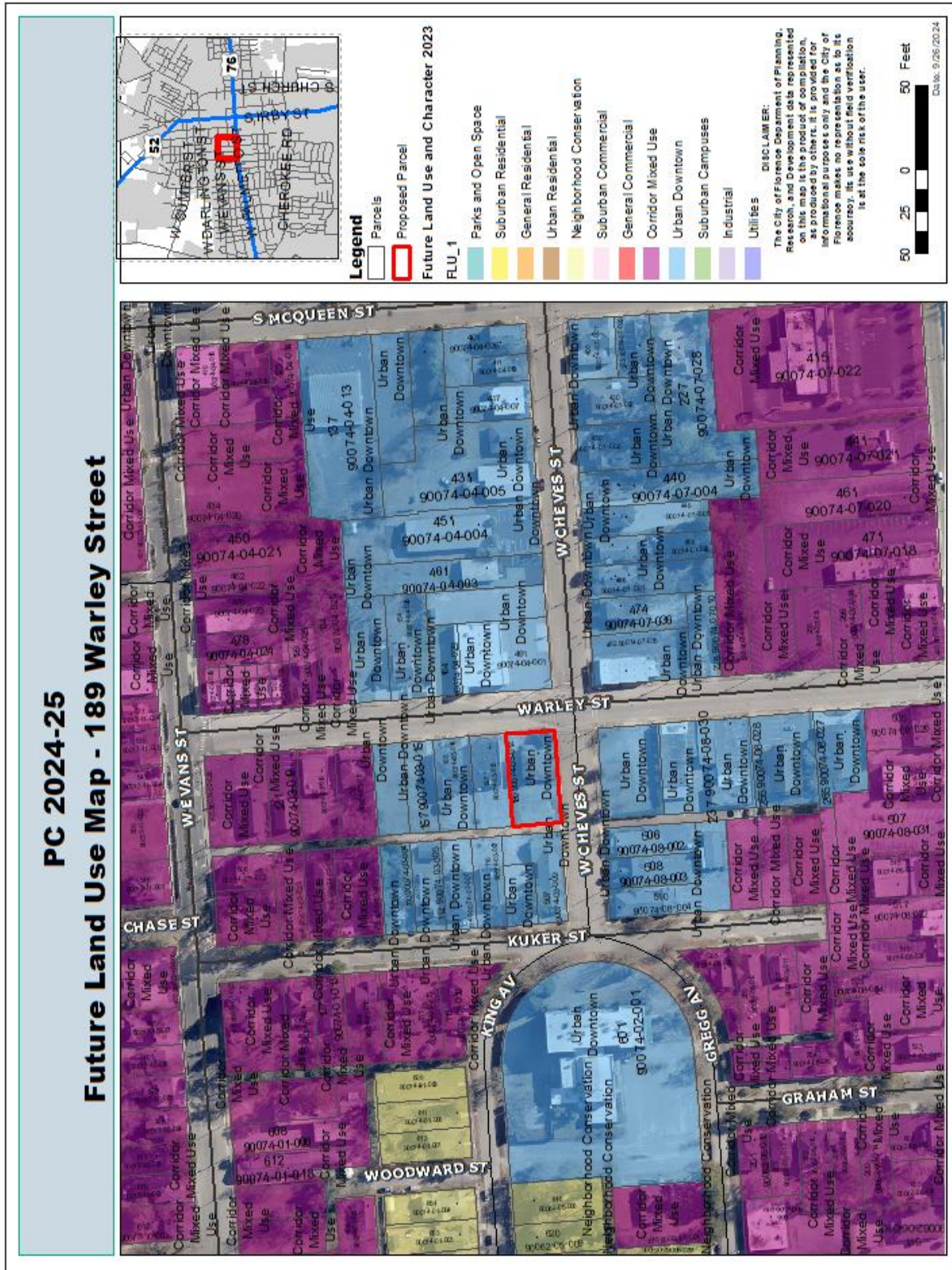
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- (4) Recommend denial of the request based on information submitted.

VII. ATTACHMENTS:

- A) Vicinity Map
- B) Location Map
- C) Zoning Map
- D) Future Land Use Map
- E) Updated Proposed Sketch Plan







Attachment E: Updated Proposed Sketch Plan

