CITY OF CONWAY
PLANNING COMMISSION MEETING
THURSDAY, DECEMBER 6, 2018
CITY HALL CONFERENCE ROOM – 229 MAIN STREET – 5:30 P.M.

Present: Brantley Green, Brian O’Neil, Gloria Robinson-Cooper, Chris Guidera, John Thomas, Chris Sansbury

Absent: Kendall Brown, Alex Hyman, Mark Stanley

Staff: Mary Catherine Hyman, Planning Director; Alicia Shelley, Secretary


I. CALL TO ORDER

Chairman Green called the meeting to order at 5:30 p.m.

II. APPROVAL OF MINUTES

O’Neil made a motion, seconded by Thomas to approve the November 1, 2018 minutes as written. The vote in favor was unanimous. The motion carried.

III. STREET NAME AND BLOCK LENGTH REVIEW

Coastal Point West – Sammy Gay with Venture Engineering on behalf of JEB LLC, requests road name approval and block length at Coastal Point West consisting of 183 lots currently zoned R2 located on East Cox Ferry Road (PIN 36600000015).

M. Hyman stated that at the November 1st meeting, Planning Commission approved some street names but after consulting with County addressing, it was discovered that these names were duplicates in the County so now the developer is requesting approval of the following street names: Boswell Court, Waddell Drive, Fillmore Drive, St. Albans Loop and Lambeth Lane.

M. Hyman then said that the 2nd issue was that several of the blocks are over 1200 feet in length. Per Section 7.1.10 of the UDO, “Blocks shall not be less than 400 nor more than 1200 feet in length, except as the Planning Commission considers necessary to secure efficient use of land or desired features of street pattern. In blocks over 800 feet in length the Planning Commission may require one or more public walkways of not less than 10
feet in width to extend entirely across the block and at locations deemed necessary."

M. Hyman stated that Steve Powell was present to answer any questions.

C. Sansbury made a motion to recommend to City Council the names of the roads and approval of the block length, seconded by B. O'Neil. The vote in favor was unanimous. The motion carried.

IV. ANNEXATIONS

Request to annex approximately 50 acres of property located on East Cox Ferry Road near the intersection with Conway Plantation (TMS# 151-00-04-008, PIN 383-00-00-0347) and request to rezone from Horry County Commercial Forest Agriculture and General Manufacturing and Industrial (CFA/MA2) to Institutional (IN).

M. Hyman stated that the applicant requests to annex vacant property on East Cox Ferry Road, which is adjacent to the Conway Municipal Limits and the Bellamy Student Housing development. The property owner has requested to rezone the property from a combination of CFA and MA2 County zoning districts to City of Conway Institutional district (IN) to facilitate the development of Student Housing. The adjacent parcel was annexed and rezoned for student housing in 2017.

M. Hyman stated that there is a strip of wetland preservation in the center of the property and that the applicant, Jimmy Jordan was present to answer any questions.

Jimmy Jordan stated that Coastal Carolina University may get the wetland area and we are considering donating to the Science lab. He said that they are not sure if student housing would go on the front two pieces. If we do not do student housing on the front, we will come back and do multi family or light industrial.

M. Hyman said that in the General Code, when you annex a property for water and sewer, any property that is owned by the same property within the same vicinity has to come in at the same time. He couldn’t just bring this one piece; he would have to bring it all in. Mr. Jordan said that is what he is doing now as he isn’t sure what to zone it but feels if he comes back he shouldn’t be penalized for wanting a higher and better use to keep them both together.

M. Hyman said that the Comprehensive Plan identifies this parcel as Mixed Use in the Future Land Use Map.
C. Sansbury made a motion that was seconded by C. Guidera, to recommend the annexation and rezoning to City Council. The vote in favor was unanimous. The motion carried.

V. TEXT AMENDMENTS

Discussion on possible amendments to Article 3 – Zoning Districts, Article 4 – Use Tables, Article 5 – Specific Use Regulations, Article 6 – Design Standards, and Article 9 – Landscaping and Buffer Requirements, of the Unified Development Ordinance to allow the creation of a new default residential zoning district.

M. Hyman stated that for the last several months there have been discussions with City Council on the creation a new default residential zoning district. City Council has expressed concern with the quality of small lot subdivisions. Notably, the City’s largest sized residential lot, R-1, is 7,500 square feet, or roughly 1/6 of an acre. Small lot subdivisions create many issues for the City such as on-street parking, speeding, parking of recreational vehicles, fences, accessory structures, including sheds, kids’ toys, i.e. trampolines, playhouses, inflatable pools and drainage easements and access to them.

M. Hyman said that the current default zoning for all residential parcels being annexed into the City is R-1. The R-1 annexations do not require a public hearing or Planning Commission review.

M. Hyman further stated that at the October 1 and November 5, 2018, Council meetings, lot sizes and the quality of subdivisions was discussed. At the November meeting, Council directed staff to draft a new default zoning district of 10,000 square feet minimum. This proposed new default zoning district (R) would also require a minimum lot frontage of 100 feet. The new default zoning district would carry all of the current development standards, including street width, curb and gutter, sidewalks on both sides of the street and street trees every 50’. Existing lots of record would keep their existing zoning designation and standards. First reading was approved at City Council on November 19, 2018. A public hearing and second reading is scheduled for the December 17th Council meeting.

B. Green stated that this would be a great addition.

C. Guidera made a motion to recommend the amendment to City Council and was seconded by B. O’Neil. The motion carried unanimously.

Jimmy Jordan asked for clarification on the lot size of 100x100 only.

M. Hyman said yes that the minimum lot frontage would be 100 feet.

VI. LETTERS OF CREDIT
M. Hyman stated that the Snowhill letter of credit expires on December 27, 2018, and Planning Commission approval of the renewal is required. The original Letter of Credit approved in 2007 was $30,735.00. It was reduced to $18,352.50 in 2012. The developer is requesting a reduced amount to complete the remaining work. Sidewalks are incomplete in the open spaces and the one remaining vacant lot. The approximate cost is $6919.00. The 8 remaining street trees are approximately $2800.00 (8 x $350.00). Therefore, the $6919 (sidewalks) + $1000 (ADA mats) + $2800 (street trees) = $10,719.00 x 125% = $13,400.

C. Guidera made a motion to approve the renewal of the letter of credit for another year at the reduced amount. J. Thomas seconded the motion. The vote in favor was unanimous. The motion carried.

VII. COMPREHENSIVE PLAN

Discussion on the first drafts of the Cultural Resources and Economic Development Elements of the City of Conway Comprehensive Plan, and discussion on appointments to the Land Use Element Committee.

M. Hyman explained that under South Carolina law, a planning commission must establish and maintain a planning process which will result in the systematic preparation and continual evaluation and updating of the elements of the comprehensive plan. The Plan, including all elements of it, must be updated at least every ten years.

M. Hyman further explained that the Plan must contain an inventory of existing conditions including a description of how they relate to the particular planning element under consideration. The Plan must also include a statement of needs and goals. This statement should reflect the Vision of the City and establish both long and short range goals. Finally, the plan must contain implementation strategies. There are nine required elements of the comprehensive plan: Population, Housing, Economic Development, Land Use, Natural Resources, Transportation, Economic Development, Priority Investment and Community Facilities.

M. Hyman said that the Housing and Population Elements were updated in 2017. Drafts of the Natural Resources, Community Facilities, and Priority Investment will be presented at upcoming meetings. The Transportation Element will be presented in early 2019.

M. Hyman informed the board that a committee needs to be appointed by the Planning Commission to draft the Land Use Element. Any committee member recommendations from City Council will be considered by Planning Commission.
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Each of these elements relates to each other and many have multiple overlapping themes and strategies. The Cultural Resources Element considers historic buildings and structures, commercial districts, residential districts, unique, natural, or scenic resources, archaeological, and other cultural resources. The Economic Development Element considers labor force and labor force characteristics, employment by place of work and residence, and analysis of the economic base. The first drafts of the Cultural Resources Element and Economic Development Element is attached hereto for first review. After discussion at the December meeting, Planning Commission will hold a public hearing at the January meeting.

After much discussion amongst the board, they determined some important business people and citizens that will be asked to be on the Land Use Element Committee.

B. Green, C. Guidera, B. O’Neil and G. Robinson-Cooper stated that they were interested in being on the Committee as well.

VIII. PUBLIC INPUT
None.

ADJOURN
Green made a motion, which was seconded, to adjourn the meeting. The vote in favor was unanimous. The motion carried. The meeting adjourned at approximately 6:00 p.m.

Approved and signed this ______ day of __________, 2019.

Brantley Green, Chairman