CITY OF CONWAY  
PLANNING COMMISSION MEETING  
THURSDAY, JANUARY 11, 2018  
CITY HALL CONFERENCE ROOM – 229 MAIN STREET – 5:30 P.M.

Present: Brantley Green, Alex Hyman, Kendall Brown, Chris Sansbury, John Thomas

Absent: Brian O’Neil, Mark Stanley, Chris Guidera

Staff: Mary Catherine Hyman, Planning Director; Barbara Tessier, Secretary

Others: Hillary Howard, Sean Kabos

I. CALL TO ORDER

Chairman Green called the meeting to order at 5:30 p.m. Green also welcomed the newest board member, Alex Hyman.

II. APPROVAL OF MINUTES (November 2, 2017)

Sansbury made a motion, seconded by Thomas, to approve the November 2, 2017 minutes as written. The vote in favor was unanimous. The motion carried.

III. ELECTION OF OFFICERS

Sansbury made a motion to nominate Green as chairman. Thomas seconded the motion. Green accepted the nomination. The vote in favor was unanimous. The motion carried.

Thomas made a motion to nominate Sansbury as vice chairman. Hyman seconded the motion. Sansbury accepted the nomination. The vote in favor was unanimous. The motion carried.

III. ANNEXATIONS

A. Annexation of approximately 2.62 acres on one parcel located on Victory Lane TMS #151-00-02-058 | PIN 38310010021) and request to rezone from Horry County Highway Commercial (HC) to City of Conway Institutional (IN).

M. Hyman said Castles Engineering had submitted an application on behalf of HGTC in December of 2017 to annex and rezone the property. She said this property had previously housed the former County University Fire Station. Hyman said the property had recently been purchased by HGTC to be used as a maintenance and storage building.
Planning Commission
January 11, 2018

M. Hyman said current zoning of the parcel as Horry County Highway Commercial, and the applicant wished to rezone it to City of Conway Institutional. She said the intent of the IN district was to provide areas for development of medical, educational, and high educational facilities in a campus-like setting. She said the Future Land Use Map identified this parcel as Institutional.

A. Hyman made a motion, seconded by Brown, to approve the annexation and rezoning as presented. The vote in favor was unanimous. The motion carried.

IV. LETTERS OF CREDIT

A. Renewal Request – Snow Hill

M. Hyman said the letter of credit expired on January 3, 2018. She said it was in the amount of $18,352.50 and was for the remaining sidewalks and street trees. Hyman said that the original number of units was 35 and they had built 23 or 66% of them at this time. She said the last permit had been issued on June 13 2017. She said that once they had built out 75%, they would have to install the remaining sidewalks and street trees.

Green said since they were making progress, he felt it was fine to renew the letter of credit. A. Hyman made a motion, seconded by Thomas, to extend the Snowhill letter of credit for an additional year at the same amount. The vote in favor was unanimous. The motion carried.

V. TEXT AMENDMENTS

A. Consideration of an amendment to Article 2 - Definitions, Article 4 - Use Tables, and Article 5 - Specific Use Regulations of the Unified Development Ordinance (UDO) to allow parklets in the Central Business District (CBD).

M. Hyman told the Board that a parklet was a sidewalk extension that provided more space and amenities for people using the street, specifically, an area in a public right-of-way, in this case, a parking space, that would be used by a restaurant to provide outdoor tables and seating for their patrons.

M. Hyman said staff had been approached by Conway Downtown Alive to consider this type of use in Conway. She said the Design Committee for CDA was interested in designating grant funds to help seed the project for restaurant owners.

M. Hyman said the proposed amendment would add parklets as a conditional use in the Central Business District as an accessory use to a restaurant. This would permit restaurants to have a parklet in a City-owned right-of-way, but only to displace a total of two (2) parking spaces per restaurant. The amendment also set requirements for raised decking, barriers, and furnishings. The Community Appearance Board would have to approve each parklet, the restaurant would have to provide a Certificate of Insurance, and a release and indemnification agreement would also be required. She said the proposed hours of operation for the parklets would be from 7 a.m. to 11 p.m.
Planning Commission
January 11, 2018

M. Hyman said the parklet concept would coincide with the latest Riverfront and Downtown Master Plan objective. She said the city was encouraging outdoor dining in the Central Business District because these dining spaces were indicators of a vibrant downtown. She said that because the spaces were city-owned, it would be necessary to ensure pedestrian access was preserved and that the welfare of the citizens was protected.

M. Hyman said Council had discussed this proposed amendment at their workshop on December 4, 2017, and directed it to the Planning Commission with no changes.

Howard asked what the definition of a restaurant was. She asked if it meant just food or food and drink. Howard said the parklets would only be on city streets – Laurel, Second, Elm and Kingston. She said restaurants on Third, Main and Fourth could not have parklets as they were not city streets.

Green asked about using vacant lots for dining. He also wondered if Crafty Rooster, for example, could have a parklet on Elm Street.

Howard said there were some safety concerns, but these city streets did have slower paced traffic. She said if people saw other people dining in the parklets, it would spark interest for others to try it.

Howard said there should be an annual permit for the restaurants to have to renew. M. Hyman said it might be able to coincide with City Business License renewals.

A. Hyman said the parklets should not take up the parking spaces of other businesses. Howard said there was also the potential concern of too many restaurants per street and then too many parking spaces being taken out of use.

A. Hyman made a motion, seconded by Sansbury, to approve the amendment subject to the parking spaces being posted for 15 days prior to use, an ad be run alerting the citizens, and for the Community Appearance Board to approve each requested parklet for any decks, barriers and furnishings. The vote in favor was unanimous. The motion carried.

VI. PUBLIC INPUT

There was none.

VII. ADJOURN

There being no further business to come before the Board, Chairman Green adjourned the meeting at 5:45 p.m.

Approved and signed this 1st day of February, 2018.

Brantley Green, Chairman