



**GOOSE CREEK PLANNING COMMISSION MEETING
TUESDAY, JUNE 4, 2024 • REGULAR MEETING AT 6:00PM**
City Hall - 519 N Goose Creek Boulevard

COMMISSIONERS: CHAIRPERSON JUDIE EDWARDS, VICE CHAIRPERSON HEATHER BYRD, LISA BURDICK, GENA GLAZE, ANTHONY JENKINS, JOSH LILLY, NICK MATTHEWS

IN ACCORDANCE WITH THE FREEDOM OF INFORMATION ACT, THE ELECTRONIC AND PRINT MEDIA WERE DULY NOTIFIED, ALONG WITH A HARD COPY POSTED AT CITY HALL. SHOULD YOU HAVE QUESTIONS OR COMMENTS, PLEASE CONTACT PLANNING AT (843)797-6220.

- I. **CALL TO ORDER & ROLL CALL**
- II. **PUBLIC MEETING: APPROVAL OF AGENDA**
- III. **APPROVAL OF MINUTES**
 - a. PLANNING COMMISSION MEETING MAY 7, 2024
- IV. **NEW BUSINESS**
 - a. PLANNING COMMISSION RULES OF PROCEDURE
- V. **CLOSING REMARKS & ADJOURNMENT**



Request for Planning Commission Agenda Item

To: PLANNING COMMISSION

From: LILI ORTIZ-LUDLUM, ADMINISTRATIVE ASSISTANT

Please check one box

Regular Meeting

Special Meeting

Work Session

Please check one box, if applicable

Ordinance

Resolution

Proclamation

Request to Purchase

Ordinance/Resolution Title

PLANNING COMMISSION MEETING MAY 7, 2024

Background Summary

Financial Impact

Impact if denied

Impact if approved

Department Head:

City Administrator:

Signature & Date

Signature & Date

**MINUTES
CITY OF GOOSE CREEK
PLANNING COMMISSION
TUESDAY, MAY 7, 2024, 6:00 PM
MARGUERITE H. BROWN MUNICIPAL CENTER**

I. CALL TO ORDER

Action: Chairperson Edwards called the meeting to order at 6:00 p.m.

Present: Judie Edwards; Heather Byrd; Lisa Burdick; Gena Glaze; Anthony Jenkins; and Nick Matthews

Absent: Josh Lilly

Staff Present: Kendra Wise, Planning and Zoning Director; Brenda Moneer, Planner II; and Joseph Morris, Planner II

II. PUBLIC MEETING: APPROVAL OF AGENDA

Motion: A motion was made to approve the agenda as written. **Moved by** Commissioner Glaze; **Seconded by** Commissioner Matthews.

Discussion: None.

Vote: All voted in favor. The motion carried (6-0).

III. APPROVAL OF MINUTES

a. PLANNING COMMISSION MEETING MARCH 5, 2024

Motion: A motion was made to approve the minutes as provided. **Moved by** Commissioner Byrd; **Seconded by** Commissioner Burdick.

Discussion: None.

Vote: All voted in favor. The motion carried (6-0).

IV. ZONING PUBLIC HEARING

a. MAP AMENDMENT TMS# 235-06-01-050 - ANNEXATION/MAP AMENDMENT FOR THE AREA IDENTIFIED AS TMS 235-06-01-050 LOCATED IN THE VICINITY OF DELMONT DRIVE, INTO THE CITY OF GOOSE CREEK AND TO ASSIGN A ZONING OF RESIDENTIAL MIXED (RM)

Director Wise presented the staff report. She stated the City of Goose Creek Comprehensive Plan (Amended February 13, 2024) has the subject parcel designated as Low-Density Residential. Staff did not recommend approval for the annexation with the request to assign zoning from Berkeley County Manufactured Residential District (R2) to Residential Mixed (RM) based on the Comprehensive Plan Future Land Use Map (Amended 2024). No one from the public spoke in favor or in opposition of this request. The applicant was not present to answer questions from the Commission.

Motion: A motion was made to recommend approval of the annexation/map amendment request for the area identified as 235-06-01-050, located in the vicinity of Delmont Drive, into the City of Goose Creek with the assigned zoning of Residential Mixed (RM). **Moved by** Commissioner Byrd; **Seconded by** Commissioner Burdick.

Discussion: Commissioner Glaze inquired what the applicant plans were for this parcel as it appeared to be landlocked. Director Wise stated that the applicant owns the adjacent parcel and became aware that this parcel was not in the City limits when the City updated the Zoning Map. The applicant then requested annexation of this parcel.

Vote: All in favor. The motion carried (6-0).

- b. MAP AMENDMENT MYERS ROAD - ANNEXATION/MAP AMENDMENT REQUEST FOR THE AREA IDENTIFIED AS TMS 222-00-00-027, 222-00-00-111, 222-00-00-165, 222-00-00-025 LOCATED OFF MYERS ROAD, INTO THE CITY OF GOOSE CREEK AND TO ASSIGN A ZONING OF RESIDENTIAL MIXED (RM)

Director Wise presented the staff report. She stated the City of Goose Creek Comprehensive Plan (Amended February 13, 2024) has the subject parcels designated as Low-Density Residential. Staff did not recommend approval for the annexation with the request to assign zoning from Berkeley County PD-MU and Berkeley County Single-Family Residential District (R1) to Residential Mixed (RM) based on the Comprehensive Plan Future Land Use Map (Amended 2024).

The applicant spoke and described other adjacent developments surrounding these parcels. He stated that Residential Mixed (RM) zoning was the most appropriate zoning for the location.

No one from the public spoke in favor of this request. Members of the public spoke in opposition of this request and expressed the following concerns: traffic, vehicle accidents, emergency vehicle response, safety, increased crime, safety for school bus riders, and privacy if three story buildings were built next to single family residences. The applicant addressed the concerns from the public and answered questions from the Commission.

Motion: A motion was made to approve the annexation/map amendment request for area identified as TMS 222-00-00-027, 222-00-00-111, 222-00-00-165, and 222-00-00-025 located off Myers Road, into the City of Goose Creek and to assign a zoning of Residential Mixed (RM). **Moved by** Commissioner Byrd; **Seconded by** Commissioner Matthews.

Discussion: None.

Vote: Chairperson Edwards, Commissioner Byrd and Commissioner Glaze voted in favor. Commissioner Burdick, Commissioner Jenkins and Commissioner Matthews opposed. The motion failed (3-3).

Motion: A motion was made to recommend denial of the annexation/map amendment request for area identified as TMS 222-00-00-027, 222-00-00-111, 222-00-00-165, 222-00-00-025 located off Myers Road, into the City of Goose Creek and to assign a zoning of Residential Mixed (RM). **Moved by** Commissioner Jenkins; **Seconded by** Commissioner Burdick.

Discussion: None.

Vote: Chairperson Edwards; Commissioner Burdick; Commissioner Glaze; Commissioner Jenkins; and Commissioner Matthews voted in favor. Commissioner Byrd opposed. The motion carried (5-1).

- c. MAP AMENDMENT MYERS ROAD - REZONING REQUEST FOR THE PARCEL IDENTIFIED AS TMS #222-00-00-144 (392 MYERS ROAD) TO AMEND THE OFFICIAL CITY OF GOOSE CREEK ZONING MAP FROM PLANNED DEVELOPMENT (PD) TO RESIDENTIAL MIXED (RM)

Director Wise presented staff report. She stated the City of Goose Creek Comprehensive Plan (Amended February 13, 2024) has the subject parcels designated as Village Node. Staff did not recommend approval for the rezoning request from Planned Development (PD) to Residential Mixed (RM) based on the Future Land Use Map of the City of Goose Creek Comprehensive Plan (Amended February 13, 2024), which identifies the parcel as Village Node.

The applicant spoke in support of his request. He questioned staff's recommendation of denial as nearby properties had been rezoned to the prior Townhome zoning district (R-4), which would be a more intense use than Residential Mixed (RM).

No one from the public spoke in favor. Members of the public spoke in opposition of this request and expressed the following concerns: traffic, vehicular accidents, intent of this project could change, the potential for removal of oak trees due to any widening of the road, stress on emergency services and flooding.

Motion: A motion was made to approve the rezoning request for the parcel identified as TMS #222-00-00-144 (392 Myers Road) to amend the official City of Goose Creek zoning map from Planned Development (PD) to Residential Mixed (RM). **Moved by** Commissioner Byrd; **Seconded by** Commissioner Matthews.

Discussion: None.

Vote: Commissioner Byrd voted in favor. Chairperson Edwards, Commissioner Burdick, Commissioner Glaze, Commissioner Jenkins, and Commissioner Matthews opposed. The motion failed (1-5).

Motion: A motion was made to deny the rezoning request for the parcel identified as TMS #222-00-00-144 (392 Myers Road) to amend the official City of Goose Creek zoning map from Planned Development (PD) to Residential Mixed (RM). **Moved by** Commissioner Jenkins; **Seconded by** Commissioner Burdick.

Discussion: None.

Vote: Chairperson Edwards, Commissioner Burdick, Commissioner Glaze, Commissioner Jenkins, and Commissioner Matthews voted in favor. Commissioner Byrd opposed. The motion carried (5-1).

V. NEW BUSINESS

- a. STREET NAME APPROVAL – CARNES CROSSROADS

Motion: A motion was made to approve the street names as submitted. **Moved by** Commissioner Byrd; **Seconded by** Commissioner Jenkins.

Discussion: None.

Vote: All in favor. The motion carried (6-0).

VI. CLOSING REMARKS & ADJOURNMENT

Commissioner Byrd stated the City needs to do a better job with marketing annexations and find better solutions with SCDOT. Chairperson Edward stated Planner II Brenda Moneer will be leaving her role with the City. Director Wise stated staff was extremely grateful for the decade of service that Ms. Moneer provided through the Planning Department and for the impact that she made while working for the City.

Motion: A motion was made to adjourn. **Moved by** Commissioner Byrd; **Seconded by** Commissioner Burdick.

Discussion: None.

Vote: All in favor. The motion carried (6-0).

Chairperson Edwards adjourned the meeting at approximately 7:45 p.m.

Date: _____

Judie Edwards, Chair



Request for Planning Commission Agenda Item

To: PLANNING COMMISSION

From: LILI ORTIZ-LUDLUM, ADMINISTRATIVE ASSISTANT

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Signature & Date

Signature & Date

City of Goose Creek, SC

Planning Commission Rules of Procedure

Article I Organization

Section 1. Rules. These rules of procedure are adopted pursuant to S.C. Code § 6-29-360 for the City of Goose Creek Planning Commission which consists of Seven (7) members appointed by council.

Section 2. Officers. The officers of the commission shall be a chairman and vice chairman elected for one-year terms at the first meeting of the commission in each calendar year. The commission shall appoint a member of the staff as secretary of the commission.

Section 3. Chairman. The chairman shall be a voting member of the commission and shall:

- a. Call meetings of the commission;
- b. Preside at meetings and hearings;
- c. Act as spokesperson for the commission;
- d. Sign documents for the Commission;
- e. Transmit reports and recommendations to council; and
- f. Perform other duties approved by the commission.

Section 4. Vice Chairman. The vice chairman shall exercise the duties of the chairman in the absence, disability or disqualification of the chairman. In the absence of the chairman and vice chairman, an acting chairman shall be elected by the members present.

Section 5. Secretary. The secretary shall

- a. provide notice of meetings;
- b. assist the chairman in preparation of agenda;
- c. keep minutes of meetings and hearings;
- d. maintain commission records as public records;
- e. attend to commission correspondence; and
- f. perform other duties normally carried out by a secretary.

Article II Meetings

Section 1. Time and Place. An annual schedule of regular meetings shall be adopted, published and posted by the Planning Department in December of each year.

Special meetings may be called by the chairman upon 24 hours notice, posted and delivered to all members and local news media. Meetings shall be held at the place stated in the notices and shall be open to the public.

Section 2. Agenda. A written agenda shall be furnished by the secretary to each member of the commission and the news media, and shall be posted at least 24 hours prior to a meeting. Items may be added to the agenda at a meeting by majority vote.

Section 3. Quorum. A majority of the members of the commission shall constitute a quorum. A quorum shall be present before any business is conducted other than rescheduling the meeting.

Section 4. Rules of Order. Robert's Rules of Order Newly Revised, 11th Edition, shall govern the conduct of meetings except as otherwise provided by these Rules of Procedure.

Section 5. Voting. A member must be present to vote. Each member shall vote on every question unless disqualified by law. The question of disqualification shall be decided by the member affected, who shall announce the reason for disqualification, give it to the chairman in writing, have it placed in the minutes, and refrain from deliberating or voting on the question. In the case of advisory matters, a tie vote will be forwarded as "no recommendation" to City Council. For matters on which the Planning Commission is the final arbiter, a tie vote means that the motion is defeated.

Section 6. Conduct. Except for public hearings, no person shall speak at a commission meeting unless invited to do so by the commission.

Article III Public Hearings

Section 1. Notice. The secretary shall give the notice required by statute or ordinance for all public hearings conducted by the commission. Members of the public desiring to be heard shall give written notice to the secretary prior to commencement of the hearing.

Section 2. Procedure. In matters brought before the commission for public hearing which were initiated by an applicant, the applicant, his agent or attorney shall be heard first, members of the public next and staff next. The applicant shall have the right to reply last. No person may speak for more than five minutes without consent of the commission. No person speaking at a public hearing shall be subject to cross-examination. All questions shall be posed by members of the commission. In matters not initiated by an applicant, members of the public shall speak in the order in which requests were received or in such order as the commission shall determine.

Article IV Records

Section 1. Minutes. The secretary shall record all meetings and hearings of the commission on tape which shall be preserved until final action is taken on all matters presented. The secretary shall prepare minutes of each meeting for approval by the commission at the next regular meeting. Minutes shall be maintained as public records.

Section 2. Reports. The secretary shall assist in the preparation and forwarding of all reports and recommendations of the commission in appropriate form. Copies of all notices, correspondence, reports and forms shall be maintained as public records.

Section 3. Attendance. The minutes shall show the members in attendance at each meeting and the reason for absence submitted by any member. The commission shall recommend to City Council the removal for cause of any member who is absent from three consecutive meetings without adequate reason.

Article V Review Procedure

Section 1. Zoning Amendments. Proposed zoning text and district amendments shall be considered and recommendations shall be forwarded to City Council within 30 days after receipt of the proposed amendments, unless additional time is given by City Council. When so authorized, the planning commission shall conduct any required public hearing prior to making a recommendation.

Section 2. Plats. Plats submitted for review pursuant to land development regulations shall be reviewed by designated staff members who may approve for recording plats of existing lots of record, subdivisions of land which meet all zoning requirements, and subdivisions which are exempt from regulation pursuant to S.C. Code § 6-29-1110(2). The commission shall be informed in writing of all staff approvals at the next regular meeting, and a public record of such actions shall be maintained.

Section 3. Comprehensive Plan. All zoning and land development regulation amendments shall be reviewed first for conformity with the comprehensive plan. Conflicts with the comprehensive plan shall be noted in any report to City Council on a proposed amendment. The elements of the comprehensive plan shall be reviewed and updated on a schedule adopted by the commission, meeting the requirements of S.C. Code § 6-29-510(E).

Section 4. Reconsideration. The commission may reconsider any review when so requested by City Council, or when an applicant brings to the attention of the

commission new facts, a mistake of fact in the original review, correction of clerical error, or matters not the fault of the applicant which affect the result of the review.

Article VI Finances

Section 1. Budget. The commission shall submit written recommendations to City Council for funding in the annual budget. The recommendations shall include an explanation and justification for proposed expenditures.

Section 2. Expenditures. Budgeted funds shall be expended only for approved purposes in accordance with financial policies and procedures set by City Council, including procurement rules. The commission may purchase training, equipment and supplies, and may employ or contract for such staff and experts, as it considers necessary and consistent with funds appropriated.

Article VII Adoption and Amendment

Section 1. Amendment. These rules may be amended at any regular meeting of the commission by majority vote of the members of the commission at least seven days after the written amendment is delivered to all members.

Section 2. Adoption. These rules were adopted by vote of a majority of the members of the commission at a regular public meeting on _____.

Attest _____
Secretary

Chairman