



May 6th, 2021 Special Planning Commission Meeting Minutes

Call to Order

The meeting of the Planning Commission was called to order at 5:30p.m. by Vice Chairperson, Tim Todd.

ROLL CALL

Conducted by Planning & Zoning Administrator and quorum was present

Present:

Tim Todd
Donnie Parris
Chris Brenner

Absent:

Cecil Young
Brantley Enloe

FOIA

Notice of the meeting with an agenda was publicly posted, published and forwarded to the media no less than 24 hours prior to adjournment.

Vice Chairperson, Tim Todd, asked for a motion for the minutes of March 23rd, 2021, to be approved. Chris Brenner made a motion, Donnie Parris seconded the motion, and the board voted all in favor.

Old Business

A) Preliminary Subdivision Plat Review- James Place Subdivision

The Planning Commission on March 23rd, 2021 voted to table the approval of the preliminary plat contingent on the meeting outcome with the engineer and property owner regarding improvement of roadway adjacent to the proposed development. Mr. Purchase presented the staff report to the board. Mr. Purchase stated that after meeting with staff, the property owner and the engineer, it was determined that the Land Development Regulations would not require the developer to provide

any road improvements to the existing road that fronts the proposed development. Mr. Purchase stated that staff recommended approval of the preliminary plat for development based on the developer meeting the minimum lot area requirements of 8,000 square feet and meeting the Town of Lyman's Comprehensive Plan.

Vice Chairperson, Todd asked if there was a representative for the development present. Waverly Wilkes, engineer for Gray Engineering came forward and provided her presentation to the board. Ms. Wilkes asked the board if they had any questions. The board members did not have any questions. Vice Chairperson, Todd asked for a motion. Chris Brenner made a motion to approve the preliminary plat. Donnie Parris seconded the motion and all were in favor.

B) Proposed Amendments to the Land Development Regulations

i) Amending Section 4.6: Effects of Preliminary Plat. The Planning Commission on March 23rd, 2021 voted to table the amendment after Board member Enloe stated that the word significant in the proposed amendment was too vague and recommended to add "significant as determined by staff or the Zoning Administrator". Mr. Purchase presented the staff report to the board. Mr. Purchase stated that the proposed amendment was revised to add "as determined by the Zoning Administrator". The proposed amendment would now read "After an approval of a preliminary plat occurs and before the final plat, if any significant changes as determined by the Zoning Administrator, are made including but not limited to changing road configurations, reduction/increase of lots or change in lot layout, during that period of time, then another approval must be granted by the Planning Commission". This amendment would clarify when a developer would be required to submit a revised preliminary plat to the Planning Commission for review and approval.

Vice Chairperson asked the board if they had any questions or comments. Donnie Parris questioned if the word Administrator used in the first paragraph of the Land Development Regulation Sec. 4.6 was the same as the Zoning Administrator. Town Administrator, Greg Miller, stated that the word Administrator at the time the Land Development Regulations were created meant the Public Works Director. However, the use of the words Zoning Administrator would be accurate for this proposed amendment. Vice Chairperson, Todd asked for a motion. Donnie Parris made a motion to recommend approval of the amendment to the Town Council as was seconded by Chris Brenner. All were in favor.

ii) Amending Section 6.12 C: Construction Standards for Public Roads. Mr. Purchase presented information from City of Greer and Spartanburg County on private roads to the Planning Commission on March 23rd, 2021. He asked the board if they wanted to consider adding an amendment to the Land Development Regulations for private roads. The consensus from the board was to bring back an amendment for discussion. Mr. Purchase presented the staff report to the board. Mr. Purchase stated that proposed amendment would add additional wording "and Private Roads" to the Land Development Regulation Sec. 6.12 C. The proposed amendment would clarify road construction detail standards that would be the same for all roads, public or private.

Vice Chairperson, Todd asked the board if they had any questions or comments. The board did not have any questions. Vice Chairperson asked for a motion. Chris Brenner made a motion to recommend approval of the amendment to the Town Council and was seconded by Donnie Parris. All were in favor.

Adjourn

Vice Chairperson, Todd asked for a motion to adjourn. Donnie Parris made a motion to adjourn and was seconded by Chris Brenner. The board voted unanimously to adjourn the meeting at 5:45pm.