

**CITY OF FLORENCE, SOUTH CAROLINA
PLANNING COMMISSION
JANUARY 11, 2022 AGENDA**

- I. Call to Order**

- II. Election of Chairman and Vice Chairman**

- III. Invocation**

- IV. Approval of Minutes** Regular meeting on December 14, 2021.

- V. Public Hearing and Matter in Position for Action**

PC-2022-01 Request to amend Table 1-2.7.5, Section 1-2.8.4, and Division 7-25.2 of the *Unified Development Ordinance* regarding donation receptacles.

- VI. Matter in Position for Action**

PC-2022-02 Request for sketch plan review of a townhouse development to be located at 1230 Celebration Boulevard, identified as Florence County Tax Map Number 00100-01-251.

- VII. Public Hearing and Matter in Position for Action**

PC-2022-03 Request to rezone from NC-6.2 to NC-6.3 the parcel located at 706 Norfolk Street, identified as Florence County Tax Map Number 90100-03-001.

- VIII. Commissioner Training**

- IX. Adjournment** Next meeting is scheduled for February 8, 2022.

**CITY OF FLORENCE PLANNING COMMISSION MINUTES
TUESDAY, DECEMBER 14, 2021 AT 6:00 PM**

MEMBERS PRESENT: Thurmond Becote, Betty Gregg, Robby Hill, Dorothy Hines, Charles Howard, and Vanessa Murray

MEMBERS ABSENT: Drew Chaplin, Mark Lawhon, and Bryant Moses

STAFF PRESENT: Jerry Dudley, Derek Johnston, Alfred Cassidy, Alane Zlotnicki, and Bryan Bynum for IT

CALL TO ORDER: Jerry Dudley explained that in the absence of Chairman Drew Chaplin, Charles Howard had offered to act as chairman for this meeting; the Commissioners agreed unanimously to the proposal. Acting Chairman Howard thus called the December 14, 2021 regular meeting to order at 6:01 p.m.

INVOCATION: Chairman Howard asked Mr. Becote to provide the invocation, which he did.

APPROVAL OF 2022 MEETING DATES: Chairman Howard asked Commissioners for a motion to approve the meeting dates for 2022. Mr. Becote made a motion to approve the dates and Ms. Gregg seconded the motion. The motion passed unanimously (6-0).

APPROVAL OF MINUTES: Chairman Howard asked Commissioners if any changes needed to be made to the November 9, 2021 meeting minutes. There being no changes, Ms. Hines made a motion to approve the minutes and Ms. Gregg seconded the motion. The motion passed unanimously (6-0).

PUBLIC HEARING AND MATTER IN POSITION FOR ACTION:

PC-2021-36 Request to zone NC-10, pending annexation, the parcel located at 1146 Annelle Drive, identified as Florence County Tax Map Number 01794-03-010.

Chairman Howard read the introduction to PC-2021-36 and asked staff for their report. Mrs. Zlotnicki gave the staff report as submitted to the Planning Commission.

There being no questions for staff and no one to speak in favor of or against the request, Chairman Howard closed the public hearing and called for a motion. Mr. Hill moved that the request be approved as submitted; Ms. Murray seconded, and the motion passed unanimously (6-0).

ADJOURNMENT: Mr. Dudley thanked the Commissioners for their service through 2021 and wished everyone Happy Holidays and Happy New Year. There being no other business, Chairman Howard adjourned the meeting at 6:06 p.m. The next meeting is scheduled for January 11, 2022.

Respectfully submitted,
Alane Zlotnicki, AICP
Senior Planner

CITY OF FLORENCE PLANNING COMMISSION MEETING

DATE: January 11, 2022

AGENDA ITEM: PC-2022-01 Request to amend Table 1-2.7.5, Section 1-2.8.4, and Division 7-25.2 of the *Unified Development Ordinance* regarding donation receptacles.

DEPARTMENT/DIVISION: Department of Planning, Research & Development

I. ISSUE UNDER CONSIDERATION:

Proposed text amendments to Table 1-2.7.5, “Industrial, Logistics, and Storage Uses”; Section 1-2.8.4, “Commercial Use Standards”; and Division 7-25.2, “Definitions” of the *Unified Development Ordinance* regarding donation receptacles.

II. CURRENT STATUS/PREVIOUS ACTION TAKEN:

- 1) The 2008 Zoning Ordinance was amended in June 2016 to address the placement of unattended donation bins throughout the City. This provision was not included in the text of the *Unified Development Ordinance* that was adopted on January 15, 2018, replacing the 2008 Zoning Ordinance.
- 2) Concerns from the community regarding unattended donation receptacles have been brought to the attention of Planning staff and it is necessary to recodify the text.

III. POINTS TO CONSIDER:

- 1) The text amendments are being considered for recommendation to City Council.
- 2) The text amendments outlined in Attachment B are based on the 2008 Zoning Ordinance in order to provide conditions in the *Unified Development Ordinance* for the placement of donation receptacles.
- 3) Under the proposed amendments, donation receptacles as defined in Division 7-25.2 would be permitted in the zoning districts indicated in Table 1-2.7.5 under the conditions set forth in Section 1-2.8.4 of the *Unified Development Ordinance*.
- 4) City staff recommends approval of the text amendments in order to provide guidance regarding unattended donation receptacles in a manner consistent with the stated purposes of the *Unified Development Ordinance*.

IV. ATTACHMENTS:

- A. Proposed amendments to Table 1-2.7.5, “Industrial, Logistics, and Storage Uses” of the *Unified Development Ordinance*
- B. Proposed amendments to Section 1-2.8.4, “Commercial Use Standards” of the *Unified Development Ordinance*
- C. Proposed amendments to Division 7-25.2 “Definitions”

Attachment A: Proposed Amendment to Table 1-2.7.5, “Industrial, Logistics, and Storage Uses” of the Unified Development Ordinance

Additions are highlighted in yellow.

Table 1-2.7.5 Industrial, Logistics, and Storage Uses

Table 1-2.7.5 Industrial, Logistics, and Storage Uses															
Land Use	Zoning Districts														
	Residential					Business & Commercial			Mixed-Use			Industrial		Agricultural & Open Space	
	RE	RS	RG	RU	NC	CR	CA	CG	CBD	AC	DS	IL	IH	OSR	AR
Industrial Uses and Logistics															
Light Industry	-	-	-	-	-	-	C	-	-	-	-	P	P	-	-
Research / Testing Laboratory	-	-	-	-	-	-	C	-	-	-	-	CL	P	-	-
Recycling Collection Facility	-	-	-	-	-	-	-	-	-	-	-	CB	CB	-	-
Composting Facility	-	-	-	-	-	-	-	-	-	-	-	-	SE	-	SE
Salvage Yard	-	-	-	-	-	-	-	-	-	-	-	SE	C	-	-
Heavy Industry	-	-	-	-	-	-	-	-	-	-	-	-	C	-	-
Warehousing and Logistics / Distribution Centers	-	-	-	-	-	-	-	-	-	-	-	-	P	-	-
Storage Uses															
Self-Storage/Moving Vehicle Rental	-	-	-	-	-	-	-	CB	-	-	-	CB	-	-	-
Donation Receptacles	Y	Y	Y	Y	Y	C	C	C	Y	Y	Y	C	C	Y	Y
Rail Yard	-	-	-	-	-	-	-	-	-	-	-	-	C	-	-
Storage Yard	-	-	-	-	-	-	-	-	-	-	-	SE	C	-	-
RE (Estate Residential), RS (Suburban Residential), RG (General Residential), RU (Urban Residential), NC (Neighborhood Conservation), CR (Commercial Reuse) CA (Campus), CG (Commercial General), CBD (Central Business District), AC (Activity Center), DS (Destination / Select Use), IL (Light Industrial), IH (Heavy Industrial), OSR (Open Space & Recreation), AR (Agriculture / Rural), P (Permitted), C (Conditional Use), SE (Permitted Special Exception Use), - (Prohibited Use), B (subscript, Special site and Building Development Standards)															

Attachment B: Proposed Amendment to Section 1-2.8.4, “Commercial Use Standards” of the Unified Development Ordinance

- I. Donation Receptacles** are permitted if it is demonstrated that:
 1. Donation receptacles shall not be allowed within the boundaries of the D-1, Downtown Redevelopment District as established in Section 1-2.4.2 of this Ordinance.
 2. Donation receptacles shall not be placed on any property without the written permission of the property owner;
 3. Donation receptacles shall either be placed within the required side or rear yard, and the receptacles shall not interfere with sight-triangles, on-site circulation, buffer-yards, landscaping, parking, or any other requirements that may have been imposed as part of the site plan approval for the premises;
 4. Donation receptacles shall not be placed within a designated parking space;
 5. Donation receptacles shall not be placed in such a manner as to cause an obstruction for pedestrians or motorists;
 6. Only one donation receptacle shall be permitted per lot, and shall only be permitted on properties

- that contain a primary permitted use;
7. Donation receptacles shall not exceed 6.5 feet in height;
 8. Signage on donation receptacles shall not exceed five-inch letter height;
 9. The following information must be clearly and conspicuously displayed on the exterior of the donation receptacle: The name and address of the property owner who owns the receptacle, and the name of any entity which may share, profit, or benefit from any donations collected via the receptacle.
 10. Donation receptacles shall be maintained in good condition and appearance with no structural damage, holes, or visible rust, and shall be kept free of graffiti.
 11. All donation receptacles shall be free of debris and shall be serviced regularly so as to prevent the overflow of donations or the accumulation of junk, debris, or other material.
 12. All donation receptacles must be maintained in a manner that prohibits individuals from being able to open or enter the donation receptacle without the consent of the donation receptacle owner or the property owner.
 13. Non-compliant donation receptacles - Penalties and removal by the City:
 - a. Any person(s) or entity found guilty of either placing a donation receptacle in violation of the provisions of this Ordinance or of allowing a donation receptacle in violation of the provisions of this Ordinance to be placed on property owned or controlled by the person shall be penalized as provided below.
 - b. In addition, the Court finding such person guilty shall further order that the subject donation receptacle be brought into full compliance with this Ordinance or be removed from the premises within 14 days of the guilty finding.
 - c. If the person fails to either bring the donation receptacle into compliance or to remove the donation receptacle within said 14 days, then the City shall take possession of and remove the donation bin. The noncompliant donation bin will be stored at Public Works for a period of 60 days to allow the owner of the bin to reclaim it, after which said bin may be disposed of by the City.

Attachment C: Proposed Amendment to Division 7-25.2 “Definitions”

Donation receptacle means any unattended container, box, or similar device that is used for soliciting and collecting donations, including but not limited to: clothing, footwear, books, and other salvageable household goods.

CITY OF FLORENCE PLANNING COMMISSION MEETING

DATE: January 11, 2022

AGENDA ITEM: PC-2022-02 Request for sketch plan review of a townhouse development to be located at 1230 Celebration Boulevard, identified as Florence County Tax Map Number 00100-01-251.

I. IDENTIFYING DATA:

Owner	Tax Map Number
John Etheridge	00100-01-251

II. CURRENT STATUS/PREVIOUS ACTION TAKEN:

This issue is before the Planning Commission for approval. No previous actions have been taken concerning this parcel.

III. GENERAL BACKGROUND DATA:

Current Zoning: Commercial General (CG)
Current Use: Vacant Lot
Proposed Use: 7 Single Family Attached Townhouses

IV. SURROUNDING LAND USE AND ZONING:

North: Commercial General (CG); Bojangles Restaurant
South: Commercial General (CG); Edward Jones Investments
East: Commercial General (CG); Pieces Boutique
West: Commercial General (CG); multiple tenants

V. POINTS TO CONSIDER:

- (1) The proposed subdivision will be a townhome development with an auto-urban character. For townhome development, the City of Florence *Unified Development Ordinance* requires that “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.”
- (2) The parcel has a total of 0.88 acres. A building consisting of seven townhouse units is proposed for the lot, with the front doors oriented to face Celebration Boulevard.
- (3) Access to the parking lot for the townhouses will be through an existing 50 foot wide easement on the north end of the parcel. The townhomes will be oriented perpendicular to the easement, fronting on Celebration Boulevard.

- (4) The CG zoning designation is reviewed per *Unified Development Ordinance* Section 1-2.8.2 Residential & Commercial Use of the Home Standards. The subdivision is designed to meet the Ordinance's minimum requirements listed in Table 2-4.1.3 for townhomes including 16' minimum lot widths, prescribed setbacks, and the overall development area (inclusive of the individual unit lots and common area) providing the minimum 2400 square feet per unit.
- (5) City water and sewer service is available to the property. 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.
- (6) This Sketch Plan is currently in compliance with the regulations set forth in the City of Florence *Unified Development Ordinance* related to the subdivision of property.
- (7) 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:

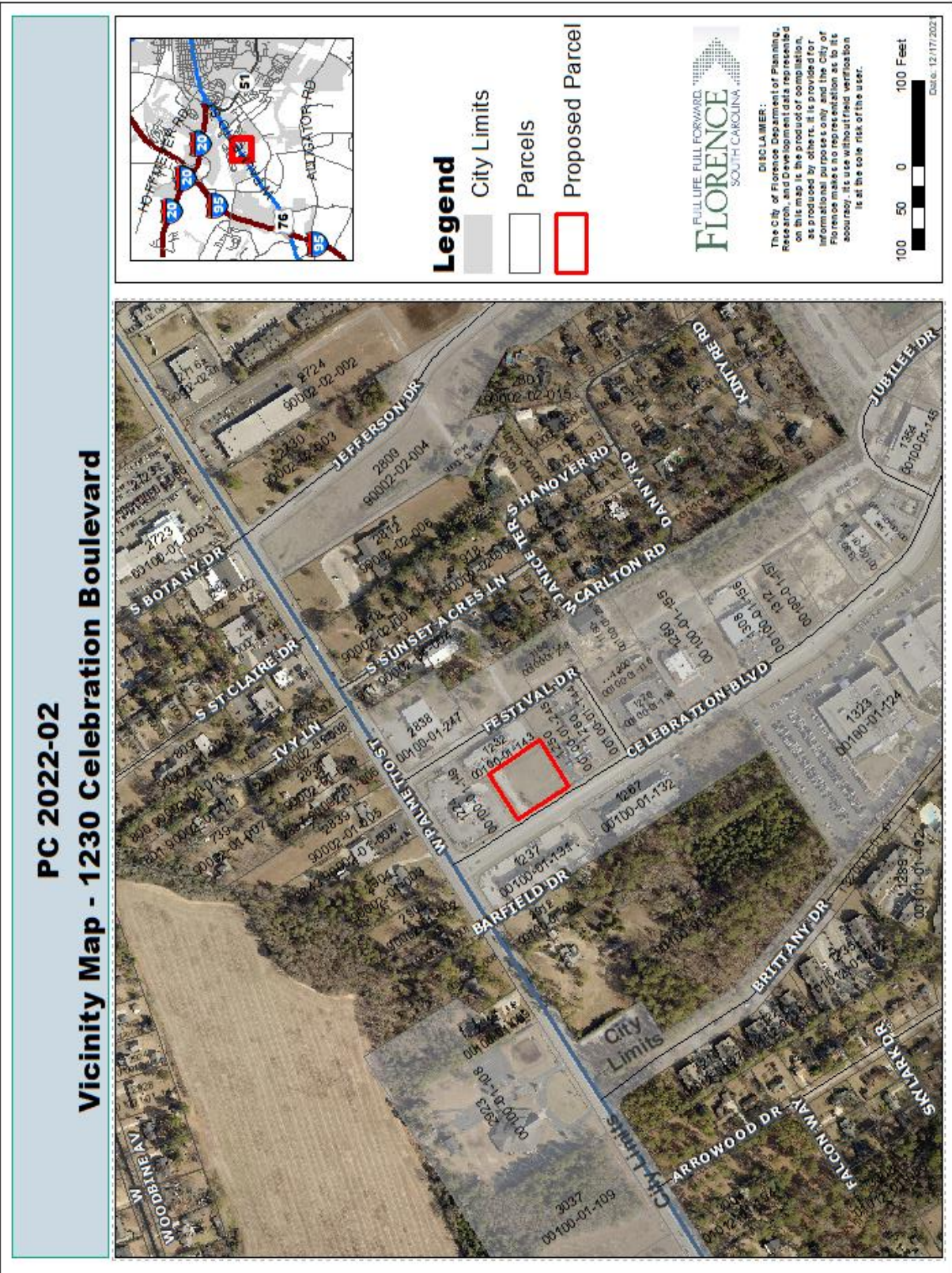
Planning Commission may:

- (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.

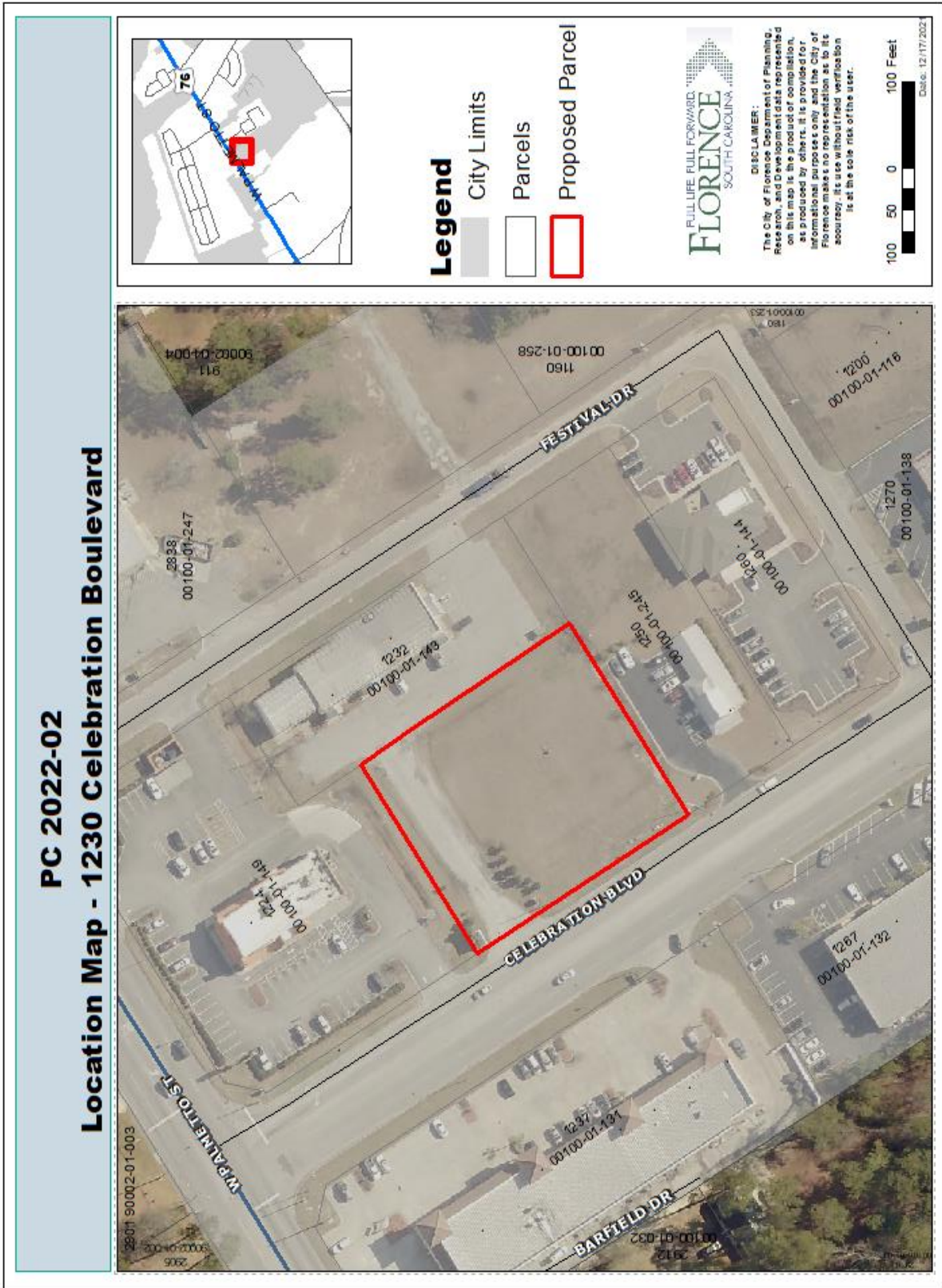
VII. ATTACHMENTS:

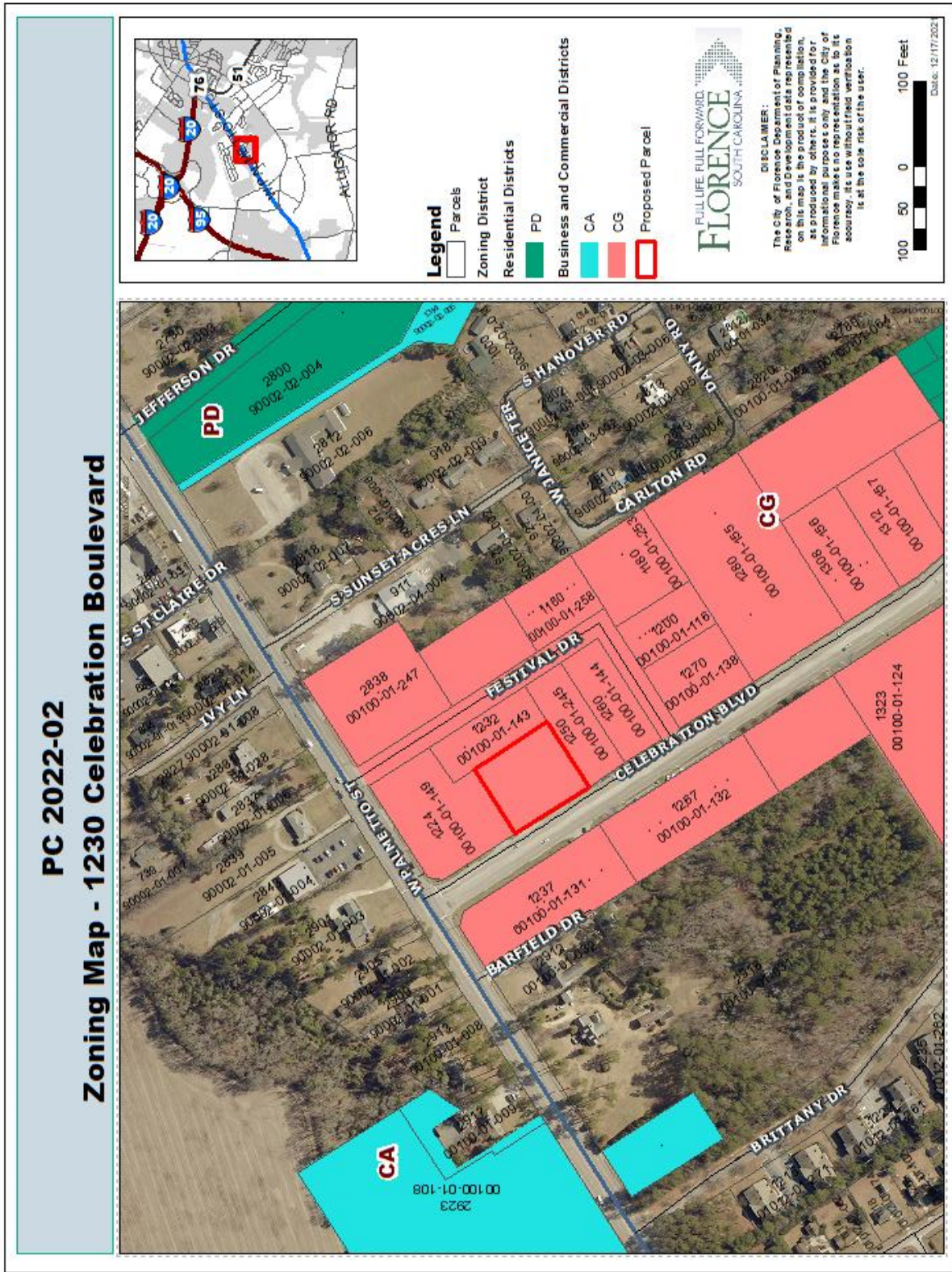
- A) Vicinity Map
- B) Location Map
- C) Zoning Map
- D) Future Land Use Map
- E) Site Plan
- F) Building Elevations
- G) Site Photos

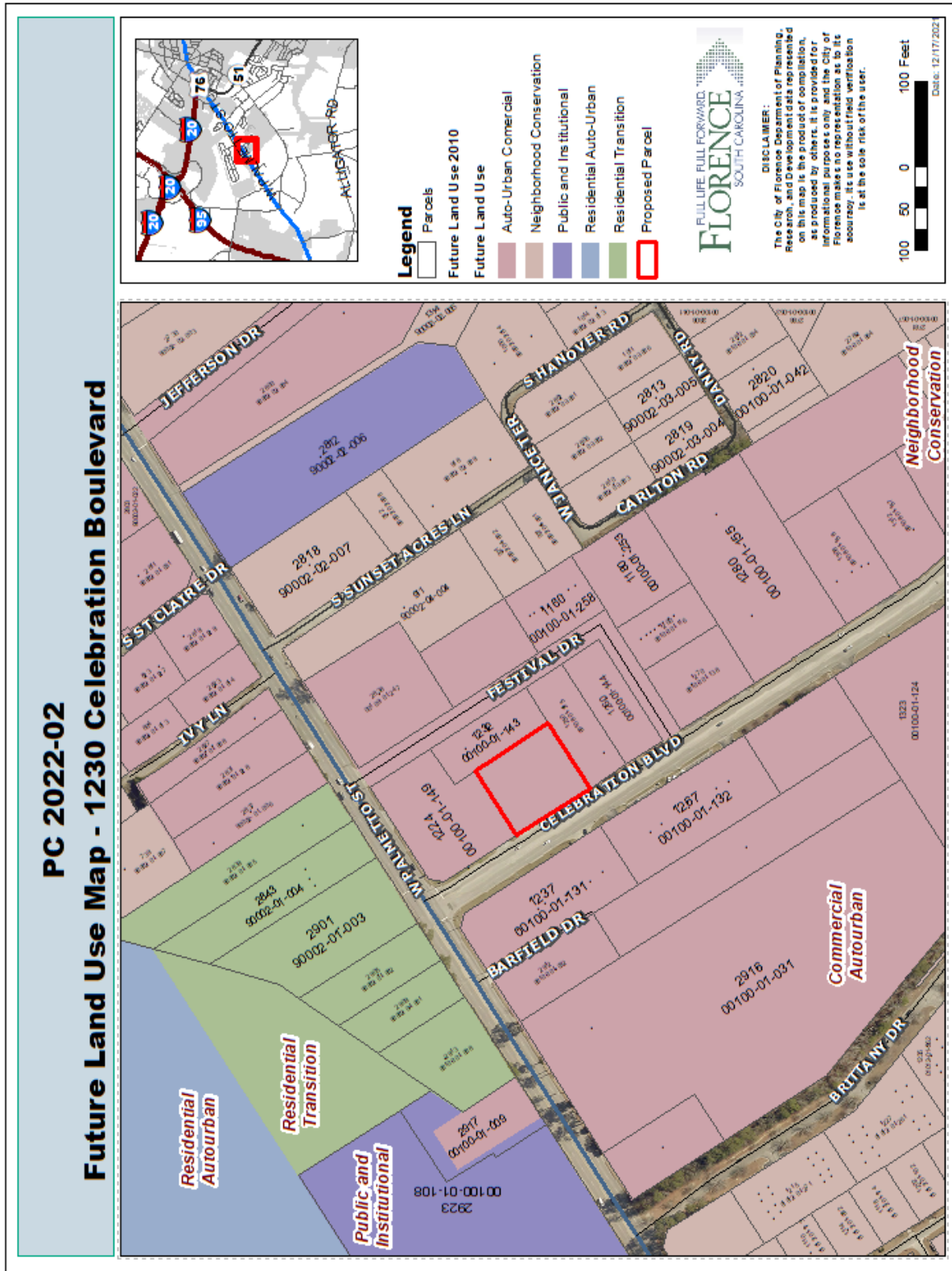
Attachment A: Vicinity Map



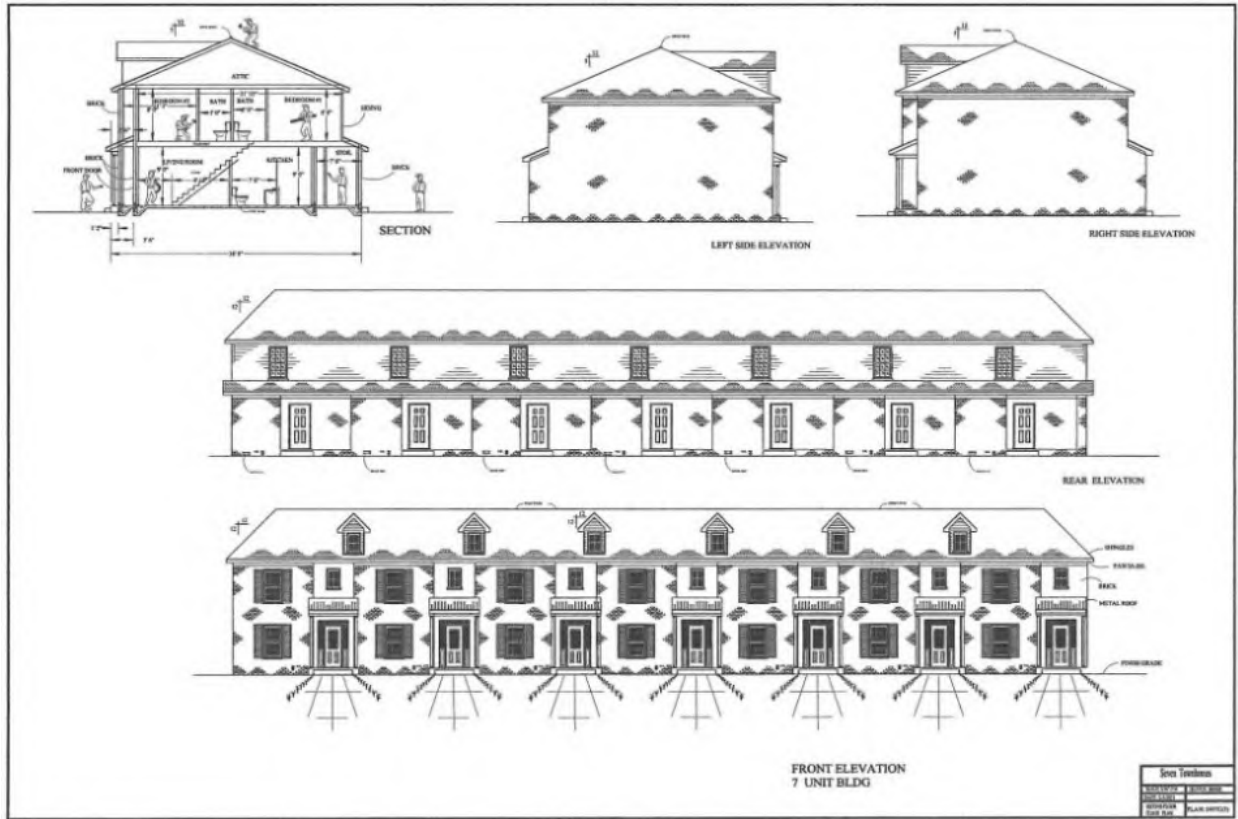
Attachment B: Location Map







Attachment F: Building Elevations



Attachment G: Site Photos



CITY OF FLORENCE PLANNING COMMISSION MEETING

DATE: January 11, 2022

AGENDA ITEM: PC-2022-03 Request to rezone from NC-6.2 Neighborhood Conservation-6.2 to NC-6.3 Neighborhood Conservation-6.3 the parcel located at 706 Norfolk Street, identified as Florence County Tax Map Number 90100-03-001.

I. IDENTIFYING DATA:

Owner	Tax Map Numbers
Kenneth Muldrow	90100-03-001

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: Neighborhood Conservation – 6.2 (NC-6.2)
Proposed Zoning: Neighborhood Conservation – 6.3 (NC-6.3)
Current Use: Vacant Lot
Proposed Use: Multiplex (Quadraplex)

IV. POINTS TO CONSIDER:

1. The property is currently zoned Neighborhood Conservation – 6.2 (NC-6.2), which permits residential uses such as single family detached houses and duplexes. The current zoning conditionally permits limited commercial uses accessory to homes such as home occupations and in-home childcare.
2. The proposed zoning is Neighborhood Conservation – 6.3 (NC-6.3) which permits the same uses as the NC-6.2, with the added conditional uses of Multiplex and Multifamily.
3. The lot is approximately 100 ft wide with an area of around 20,000 square feet meeting the minimum dimensional requirements for the NC-6.3 zoning district per the City of Florence *Unified Development Ordinance*, which is a minimum lot width of 50’ and a minimum square footage of 6,000 square feet.
4. Table 2-4.1.3 of the *Unified Development Ordinance* places specific dimensional standards and setbacks for multiplex and multifamily construction (Attachment F), and Section 1-2.8.2.G and Section 1-2.8.2.H outlines the conditional requirements for multiplex and multifamily development respectively (Attachment G).
5. A multiplex in the *Unified Development Ordinance* is defined as, “a residential building that is constructed to look like a large single-family detached residence.” A multiplex can contain 3 separate dwelling units (triplex) or 4 separate dwelling units (quadraplex) within. The parcel’s dimensions could reasonably support this style of development.
6. Multifamily is defined as, “...a building that includes three or more dwelling units, which is not designed as townhomes or multiplex buildings. Multifamily also means two or more residential

units that are located on the upper floors of a mixed-use building.” The conditional requirements for multifamily would limit the feasibility of this style of development on such a small parcel adjacent to single-family development.

7. Land use of the adjacent properties is all residential except for the CSX Railyard to the south (Attachment C).
8. The site is currently an undeveloped vacant lot. Aerial images show this lot has been vacant since at least 1998. The current zoning of Neighborhood Conservation - 6.2 (NC-6.2) was adopted with the land use maps associated with the adoption of the *Unified Development Ordinance* in 2018 in keeping with the parcel’s historic zoning.
9. Future Land Use of the parcel is shown as “Public and Institutional” but will most likely remain “Neighborhood Conservation” unless purchased and rezoned by CSX or a government entity.
10. City staff recommends the parcel be denied rezoning to NC-6.3 as requested. This recommendation is based on the current adjacent single-family residential zoning, its historic residential zoning, and the prescribed future land use of the parcel. The current zoning (NC-6.2) allows single-family attached and detached housing types while the proposed zoning (NC-6.3) extends the allowed uses to include townhomes, multiplexes, and multifamily. The NC-6.3 zoning does not align with the character of single-family dwellings in the vicinity of this neighborhood street.

V. OPTIONS:

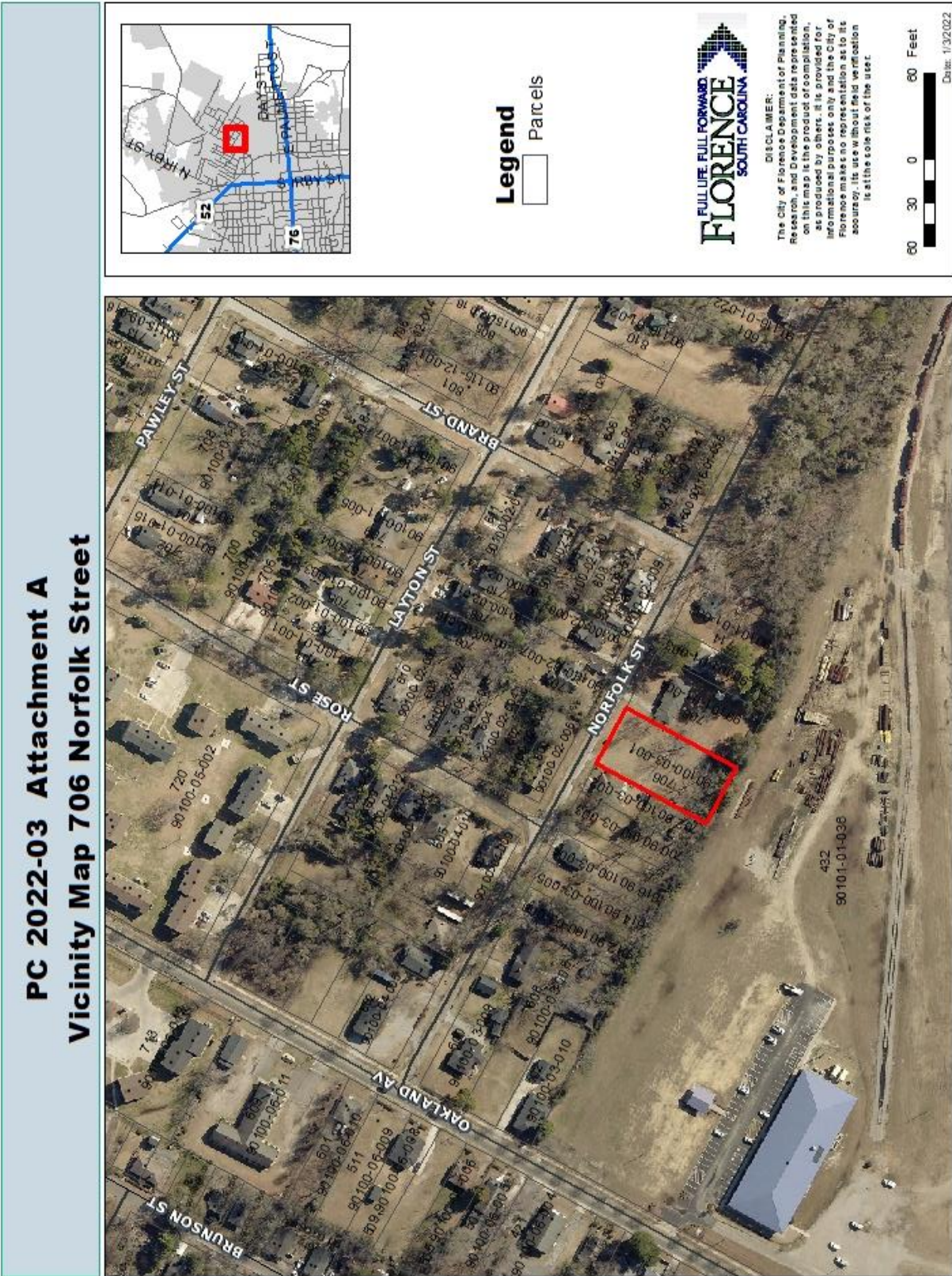
Planning Commission may:

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
- E) UDO Table 2-4.1.3
- F) Site Photo
- G) UDO Sections 1-2.8.2.G & 1-2.8.2.H

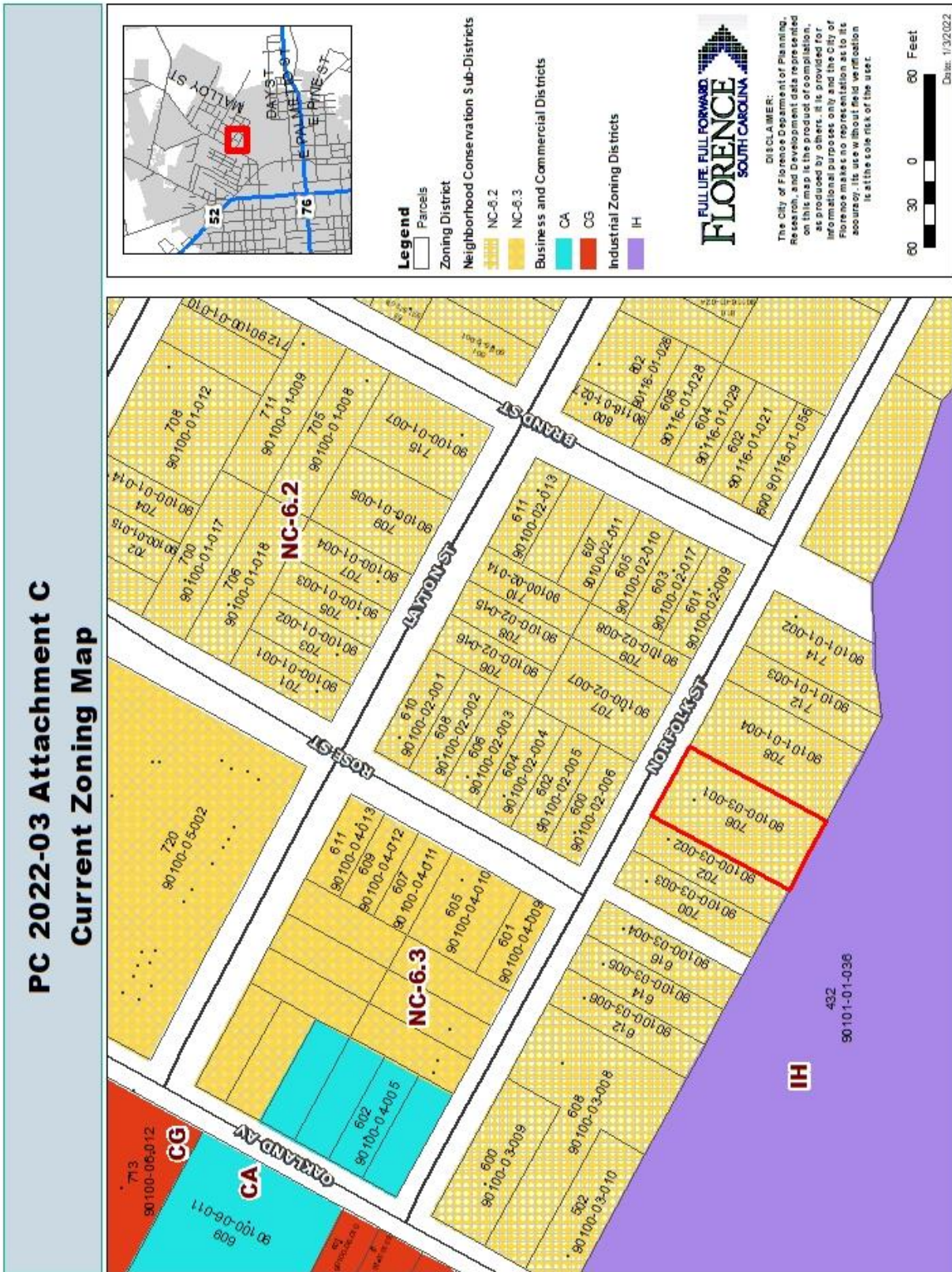
Attachment A: Vicinity Map

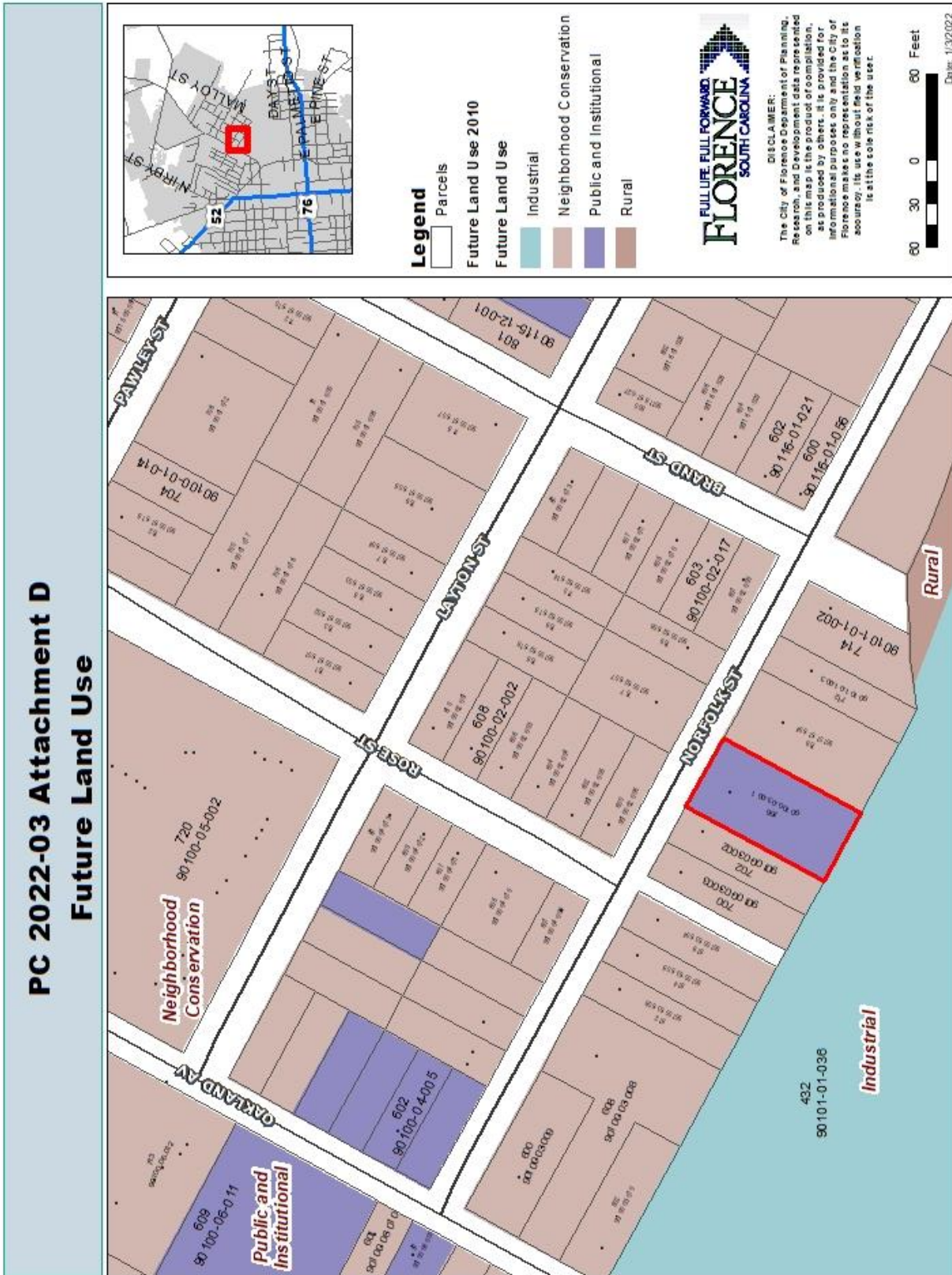


Attachment B: Location Map



Attachment C: Zoning Map





Attachment E: UDO Table 2-4.1.3

Table 2-4.1.3 Lot and Building Standards by Housing Type								
Zoning District and Housing Types	Minimum						Maximum	
	Lot Dimension		Setbacks				Building	
	Area ¹	Width ²	Front ²	Interior Side ^{3,4}	Street Side	Rear	Height	Cover
Estate Residential (RE)								
Single-Family Detached	15 ac.	500'	50'	15'	25'	25'	45'	5%
	8 ac.	300'	50'	15'	25'	25'	35'	5%
	2 ac.	200'	50'	15'	25'	25'	35'	10%
Suburban Residential (RS)								
Single-Family Detached	2.0 ac.	220'	50'	20'	25'	75'	45'	10%
	28,000 sf.	110'	50'	10'	20'	50'	35'	25%
Planned, Mixed Residential	12,000 sf.	75'	25'	10'	20'	25'	35'	30%
Permits Single-Family Detached (above) and Attached and Multi-Family Dwelling Units (below)								
General Residential (RG)								
RG-1	15,000 sf.	85'	30'	15'	25'	35'	38'	30%
	10,000 sf.	80'	25'	8'	12'	25'	38'	35%
	6,000 sf.	60'	20'	5'	10'	20'	38'	45%
RG-2	10,000 sf.	80'	25'	8'	12'	25'	38'	35%
	6,500 sf.	60'	20'	5'	10'	20'	38'	45%
	4,500 sf.	50'	15'	5'	10'	15'	38'	50%
RG-3	6,000 sf.	60'	20'	5'	10'	20'	38'	45%
	4,500 sf.	50'	15'	5'	10'	15'	38'	50%
	3,500 sf.	40'	10'	5'	8'	15'	38'	60%
See Table 2-4.1.1 for permitted Attached Single Family and Multi-Family Dwelling Units (below)								
Urban Residential (RU)								
Single-Family Detached	5,000 sf.	50'	15'	5'	10'	20'	35'	50%
Patio / Lot Line House	4,000 sf.	40'	15'	5'	5'	15'	35'	60%
Planned, Mixed Residential	Permits Single-Family Detached (above) and Attached and Multi-Family Dwelling Units (below)							
Attached and Multi-Family Dwelling Units								
Duplex	9,000 sf.	90'	15'	5'	10'	15'	35'	35%
Over-Under Duplex	8,000 sf.	80'	15'	5'	10'	15'	35'	35%
Multiplex	9,000 sf.	90'	15'	5'	10'	20'	40'	50%
Weak-Link Townhouse	3,750 sf.	44'	10'	0'	6'	20'	35'	60%
Duplex Townhouse	3,200 sf.	40'	10'	0'	10'	10'	40'	75%
Townhouse ⁵	2,400 sf.	16'	10'	0'	6'	20'	35'	65%
Apartment, Single Use Building(s)	1,550 sf.	100'	10'	0'	5'	10'	45'	80%
Apartment, Mixed-use Building(s)	See Section 2-6.1.1, General Development Standards.							
TABLE NOTES:								
¹ Measured per building for single-family detached, lot-line, duplex and multiplex housing types and measured per unit for townhouse and multifamily housing types.								
² A setback of 25 feet is required from the property line to the face of garage doors								
³ The patio / lot line and duplex housing types are set on one property line with a zero setback. This setback applies to the other side property line.								
⁴ Lot-line houses are roughly L-shaped. The interior side setback is a small side yard along the side of the building towards the front of the lot, which may extend for up to 40 percent of the depth of the lot. The remainder of the building must be set back at least 25 ft. or 50 percent of the lot width, whichever is less.								
⁵ Within CG and AC zoning designations: Townhomes are allowed front parking lots (courts) to meet off-street parking requirements if buffered from adjacent streets by a Type B Bufferyard (Table 4-10.3.1) and built to meet the requirements of Section 4-9.3.2 Parking Design for Nonresidential Uses. Additionally, vehicular access must adhere to Section 1-2.8.2H.3 of the Conditional Multifamily Standards.								

Attachment F: Site Photo



Attachment G: UDO Sections 1-2.8.2.G & 1-2.8.2.H

Sec. 1-2.8.2 Residential and Commercial Use of the Home Standards

The standards of this Section apply to residential and commercial uses of the home that are specified in *Table 1- 2.7.2, Residential and Commercial Uses of the Home* as conditional (C) or permitted special exception (SE).

G. Multifamily is permitted if it is demonstrated that:

1. They conform to the lot and building standards set out in Table 2-4.1.3, Lot and Building Standards by Housing Type.
2. The development is separated from an adjoining residential district or use by either a local street or a Type C bufferyard, unless a more opaque bufferyard is required by Article 10, Landscaping and Buffering
3. Vehicular access for the development is not located closer than 300 feet to NC district boundaries, unless separated by a collector or arterial street. The distance must be measured by following the shortest route of ordinary pedestrian or vehicular travel along the public thoroughfare from the vehicular access of the multi-family development to the nearest boundary of a NC district.
4. Buildings are designed such that there are not more than 24 dwelling units per floor; and

5. In the CBD (Central Business District), AC (Activity Center), and DS (Destination / Select Use) districts:
 - a. Vehicular access to the units is provided via an alley, parking structure, or parking court; and
 - b. The use provides a courtyard that is visible from the street or a plaza that is accessible from the sidewalk.

H. Multiplexes are permitted if it is demonstrated that:

1. They conform to the standards and requirements set out in Section 3-8.3.1, Single Family Attached and Multiplex Building Standards.
2. They conform to the lot and building standards set out in Table 2-4.1.3, Lot and Building Standards by Housing Type.
3. Parking shall only be allowed in designated areas which may be inclusive of the driveways.
4. A continuous landscape screen, a minimum of three feet in height at planting or fencing as approved, shall be required along the perimeter of the parking area or area affected by parking in those areas that adjoin existing residential uses or a publicly maintained street, as approved by the Director.
5. They are constructed with not more than four units; and
6. Exterior building materials are of similar type, quality, and durability as other housing types in the same development,
7. In the CR district:
 - a. The use occurs as a conversion within the square footage of an existing unit; or
 - b. Any expansion that increases the square footage of the existing building meets the following standards:
 - c. The square footage of the expanded multiplex is no greater than 120 percent of the largest residence within 300 feet in any direction;
 - d. Exterior building materials are of similar type, quality, and durability as the existing building materials;
 - e. The structure retains the appearance of a single family dwelling; and
 - f. Only one entrance is visible from the front property line.