



**Forest Acres Planning Commission
Minutes
July 17, 2018 6:00 P.M.
Forest Acres Council Chambers
5205 N. Trenholm Rd.**

1. Call to order - determination of a quorum.

Joe Gentry, Chair, called the meeting to order at 6:02 P.M. and a quorum was determined by the presence of Ralph Bailey, Ellis Creel, Jack Cantey, Will Dillard, Joe Gentry, Steven Powell and Beronica Whisnant. There were no absences.

2. Approval of Previous Meeting Minutes: June 19, 2018

On a motion by Ellis Creel, seconded by Ralph Bailey, the June 19, 2018 minutes were approved unanimously without change.

3. New Business – There was no new business before the Commission.

4. Old Business

1. Review of Comprehensive Plan Draft

Mr. Gentry noted that the commission had received the Future Land Use map from the Comprehensive Plan, edited to include changes suggested in previous Planning Commission meetings. He asked for further discussion.

Mr. Cantey asked to review the 5 primary areas where there were changes. Mr. Cantey noted that it seemed as though the updated map accurately reflects all of the changes.

Mr. Greenwood noted that the written portion of the Comprehensive Plan had no changes except language (previously discussed) noting that the Future Land Use map is intended only as a guide and is not binding. He further noted that he has changed the cover page and made sure that the table of contents correctly reflected the document sections, in their current form. He noted that staff believes this is the final draft that should go to City Council for public hearing in August, first reading in September and second reading in October. He explained further that Council could make changes to the document themselves (if they wished) or send it back to the Planning Commission for reconsideration if they had concerns. Mr. Greenwood noted that he'll make sure Council knows that the Planning Commission has spent much time on this and, if the Commission wished, he'd encourage them to make any changes themselves rather than send it back. The Commission concurred.

A resident asked about a rezoning proposal that was originally schedule for this meeting. Mr. Greenwood noted that this had been postponed to the next Planning Commission meeting, the third Tuesday of August (8/21/18).

Mr. Cantey made a motion to approve the Comprehensive Plan as revised in the draft presented tonight, Mr. Creel seconded. The Commission approved the motion unanimously.

2. Discussion: AN ORDINANCE FOR THE CITY OF FOREST ACRES, STATE OF SOUTH CAROLINA, PROVIDING THAT THE CODE OF ORDINANCES, CITY OF FOREST ACRES, BE AMENDED BY REVISING SECTION 21.236 OF SAID CODE, IN ORDER TO PROVIDE FOR ATTENDANCE OF THE MEMBERS OF THE ZONING BOARD OF APPEALS; AND BE FURTHER AMENDED BY REVISING SECTION 21.236.1 PROCEEDINGS OF THE BOARD IN ORDER TO LIMIT TERMS OF THE CHAIRPERSON

Mr. Gentry turned the floor over to City Administrator, Shaun Greenwood.

Mr. Greenwood noted that the Planning Commission had already sent a recommendation to Council to approve the first part of the ordinance, establishing criteria for attendance, but had not recommended any term limits on chairperson role. Mr. Gentry noted that the Commission had discussed this and noted that there are currently no term limits for any office in the City, elected or appointed.

Mr. Cantey clarified that the proposal does not mandate term limits for membership, just for the chairpersonship.

Mr. Greenwood said that City Council wished to bring this back to the Commission for consideration with the change of term from 2 years to 4 years, asking if a longer term would make the proposal more palatable to the Commission. This would allow more time for individual members to get more comfortable with taking on the role of chairperson.

Responding to a question by Mr. Gentry, Mr. Greenwood noted that ZBA composition is a zoning matter so it must be taken up by the Planning Commission for recommendation to Council. Planning Commission composition is a matter taken up directly by Council. He confirmed that there currently is an ordinance proposed for Planning Commission, that is intended to mirror this proposed ordinance for the ZBA.

Mr. Creel asked for clarification on the procedure Council could take to remove a member. Mr. Greenwood noted that members of ZBA and Planning Commission serve at the pleasure of Council. The easiest mechanism that Council has to remove a member is to not reappoint them when their term ends. Mr. Greenwood noted that this ordinance doesn't deal with membership on the board, as such, just a cycling through of chair duties.

Mr. Dillard asked about the status of the ordinance for the Planning Commission. Mr. Greenwood noted that Council has taken no action and wants to address both the ZBA and Planning Commission at the same time.

Mr. Creel noted that he doesn't see the need for term limits given that the chair is elected by the members and Council has the power to remove a member. He doesn't see the need for a

rule to be made unless there is abuse or potential for abuse. There are already checks-and-balances in place.

Mr. Dillard noted that he's not offended by either approach (term limits or not), but he noted that the ZBA, as a quasi-judicial body, is a better candidate for term limits on the chairperson than the Planning Commission. Mr. Gentry noted that, even for the ZBA, there's a mechanism for removal of a member by Council.

Mr. Cantey reiterated that the chairperson of both the ZBA and Planning Commission are elected by the members, so there's yet another mechanism for change in chairpersonship that doesn't involve term limits.

Mr. Cantey made a motion that Planning Commission is in favor of attendance requirements for ZBA, but not in favor of term limits for the chairperson. Mr. Creel seconded. Motion passed unanimously.

4. Adjourn

Mr. Cantey made a motion to adjourn; Mr. Bailey seconded. Mr. Gentry declared the meeting adjourned.

Respectfully Submitted,

Andy Smith, Asst. City Administrator/Finance Director
(Administrative support of Planning Commission)