



**Forest Acres Planning Commission
Minutes
December 21, 2021
City Council Chambers
6:00 PM**

I. Call to order

- 1. Determination of a Quorum**
- 2. Statement of Notification**

Chairman Jack Cantey called the meeting to order. Mr. Cantey, Mr. Ellis Creel, Mr. Ralph Bailey, Mr. Stephen Powell, Ms. Nola Armstrong, and Mr. Lyle Lee were present. Ms. Beronica Whisnant was absent.

Mr. Greenwood noted that proper public notice was given for this meeting.

II. Approval of Minutes –

- 1. October 19, 2021** - Mr. Powell made a motion to approve; Mr. Lee seconded. Motion passed unanimously.
- 2. November 19, 2021** - Mr. Lee made a motion to approve; Mr. Bailey seconded. Motion passed unanimously.

III. New Business

Map Amendment - A request to annex and rezone properties at 5655 Pinebranch Road (TMS 14016-07-06) and to establish R-1 (Single Family Residential) zoning.

Mr. Greenwood introduced this item. He noted that this parcel is in an area the City recently targeted for annexation and that this request came in just a little later than some of the others. Mr. Creel made a motion to approve; Ms. Armstrong seconded. Motion passed unanimously.

- 1. Map Amendment - A request to annex and rezone properties at 6401 Sylvan Drive Road (TMS 14115-02-30) and to establish R-1 (Single Family Residential) zoning.*

Mr. Creel made a motion to approve; Mr. Lee seconded. Motion passed unanimously.

- 2. Map Amendment - A request to annex and rezone properties at 4311 Shorebrook Drive (TMS 16802-05-27) and to establish R-1 (Single Family Residential) zoning.*

Mr. Creel asked about contiguity with this property. Mr. Greenwood noted that it backs up to property currently in the City.

Mr. Lee asked about burdens on City services. Mr. Greenwood noted that we already turn the corner for this street and that it will not place an undue burden on city services.

Mr. Creel made a motion to approve; Mr. Bailey seconded. Motion passed unanimously.

IV. Old Business – Continued discussion related to updating of the zoning ordinance.

Mr. Greenwood noted that our zoning consultants were present via Zoom. He further noted that we've had a number of meetings with developers/contractors, businesses and residents, and City Council. This is the last in a series of meetings with constituents. He noted that this is an opportunity for the Planning Commission to ask questions and express concerns, etc., as it pertains to updating the zoning ordinance.

Kelly Cousino with White and Smith began a presentation, introducing their team and discussing the timeline and process for a re-write of the zoning ordinance. She highlighted the phases/modules of the project, with discussion of opportunities for public input at each stage. She discussed the firm's South Carolina experience and current projects of similar scope.

- Mr. Greenwood noted that the Planning Commission would play a big role in each of the modules.
- Mr. Creel noted his concern that documents be provided well in advance of any key decision points in the process.
- Mr. Greenwood noted that there will likely be a work session with the Planning Commission to address everything.
- Mr. Lee asked further about public input. Mr. Greenwood noted that there will be public meetings with each module, but a public hearing will occur as part of the City Council's process to consider adopting the total re-write at the end of the process.

Ms. Cousino asked for Planning Commission input and questions based on their experience and discussion in the community. She provided a set of questions to prompt discussion. Mr. Creel noted his desire to spend more time with these questions before commenting extensively. Mr. Greenwood noted that we can take written comment through an email format if the Commission prefers, but that we can also engage in some discussion this evening if anyone wishes.

Mr. Cantey made a recommendation that the Commission take the next month to consider the list of questions posed, take notes, and be prepared to discuss at a future meeting. Ms. Armstrong asked, as a relatively new member of the Commission, for information on issues that have faced the Planning Commission in recent years.

Mr. Creel suggested addressing a few of the questions at the meeting, while leaving the remaining to written response. He began a discussion about regulations that have broad public support and are working well; he noted that there's broad public support for

preventing commercial encroachment into residential areas. Planning Commission members discussed the recent Cardinal and Brentwood projects in this regard. There was also discussion of the importance of this zoning ordinance update to other areas of the city, including Richland Mall and its potential redevelopment, the portions of Two-Notch Road in Forest Acres, and the Covenant Rd./Bethel Church Rd. area (and the associated Main Street Program there). Mr. Greenwood noted the importance of considering different distinct areas of the city when determining what type of regulations are appropriate (i.e., potentially establishing overlay districts).

Mr. Bailey asked Ms. Cousino if there are cities and communities they've worked with that are comparable with Forest Acres as it relates to managing growth, etc. Ms. Cousino noted that, yes, they've worked with many SC communities and outside the state that are facing similar issues and they'll bring that experience into the Forest Acres project. Ms. Cousino noted some of the challenges Forest Acres faces, particularly with walkability and road improvements, given that the city doesn't own most of the roads.

The Planning Commission collectively agreed to take the questions posed by the consultants home, take time to consider their responses, and provide any written feedback to Mr. Greenwood. Mr. Greenwood will compile and share with the consultants. Mr. Canteley noted that the Commission is not limited to these questions and may provide any feedback they want. He further noted that they would have general discussion about all of this at the next meeting. Ms. Cousino noted that she would share a synopsis of the feedback they've received so far from other constituents.

V. Adjournment –

Mr. Creel made a motion to adjourn; Mr. Bailey seconded. Motion passed unanimously. Meeting adjourned at 6:53p.

Respectfully Submitted,

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