



**Forest Acres Planning Commission
Minutes
October 18, 2022
City Council Chambers
6:00 PM**

I. Call to order

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

Mr. Ellis Creel, Vice Chair, called the meeting to order. He noted that there was a quorum. Mr. Ralph Bailey, Ms. Nola Armstrong, Ms. Beronica Whisnant, Mr. Lyle Lee and Mr. Stephen Powell were present. Mr. Jack Cantey was absent.

Mr. Shaun Greenwood, City Administrator, and Mr. Keith Linder, City Engineer, were also present.

II. Approval of Minutes -

- 1. September 20, 2022** - Mr. Powell made a motion to approve; Mr. Lee seconded. Motion passed unanimously.

III. New Business

- 1. Map Amendment - A request to annex and rezone a property at 6720 Longbrook Road (TMS 16905-07-11) and to establish R-1 (Single Family Residential) zoning.*

Mr. Greenwood provided a map of the annexation under consideration, demonstrating contiguity with existing Forest Acres properties. He further noted that the annexation under consideration tonight is consistent with the City's efforts to annex 'donut holes' and will not place an undue burden on city services.

Mr. Lyle noted that this request had been approved at the last meeting. This was confirmed after review of the minutes.

Mr. Greenwood noted confusion about scheduling the public hearing associated with this matter (and that it inadvertently got placed on the PC agenda) and that we didn't need another vote on this matter. No action was taken.

- 2. 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 CHAPTER 17 (LAND DEVELOPMENT REGULATIONS) TO PROVIDE FOR APPROVAL OF SUBDIVISION OF PROPERTY FOR PUBLIC USES.*

Mr. Greenwood introduced this topic, noting that he and the City Attorney had reviewed our land development regulations (which are outdated and currently being rewritten), and proposed this change in the interim period until the re-write. Currently, if the city acquires a piece of property, subdivision would have to go to the Planning Commission but that it would be better and more expedient to place that authority with city staff.

Mr. Creel asked about potential problems with placing it in the hands of staff. Mr. Greenwood noted that any properties that would fall in this category (i.e., purchased by the city) would already be subject to City Council approval in the acquisition process for a specific purpose (e.g., for a park or for a city facility). Mr. Lindler further noted that any such properties would still be subject to all requirements in the zoning ordinance (including those regarding subdivision).

Ms. Whisnant and Mr. Lee clarified the process under this proposal: City Council would buy property for a specific public purpose and staff would subsequently approve subdivision without that subdivision having to receive Planning Commission approval. Mr. Greenwood confirmed this and noted that the change would allow staff to certify a subdivision. Mr. Lee asked how this would impact potential sales of public property. Mr. Greenwood noted that the sale of public property would require public notice, public hearing, and due process.

Mr. Creel noted that, generally, he's opposed to removing authority from the Planning Commission but that, in this case, it makes sense. He called for a motion.

Mr. Lee made a motion to recommend to City Council approval of this change to the zoning ordinance. Mr. Powell seconded. The motion passed unanimously.

Mr. Greenwood provided a brief update on the Zoning Ordinance re-write process, noting that the consultants have sent a draft to staff. City staff and the City Attorney will review and provide preliminary comments. Once the consultant addresses the comments and returns the draft, it will come to the Planning Commission.

IV. Adjournment –

Ms. Whisnant made a motion to adjourn; Mr. Powell seconded. Motion passed unanimously. Meeting adjourned at 6:20p.

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