

## PLANNING AND DEVELOPMENT COMMITTEE

REPORT for  
August 7, 2023  
5:30 PM

The Planning and Development Committee of Town Council met on August 7, 2023. The meeting was held in the Council Chambers of Town Hall, 200 S. Main Street, Summerville, SC. Committee members present included Terry Jenkins, Council District 2; Russ Touchberry, Council District; and Bob Jackson, Council District 6. Staff members present included Jessi Shuler, AICP, Director of Planning and other Town staff.

The meeting was called to order at 5:33 PM.

### Annexation:

a. Ms. Shuler introduced the petition by Rolina Investments LLC to annex TMS#s 145-03-01-005, -006, and -009, located at 207 and 209 Garbon Drive, and totaling approximately 3.2 acres. Currently zoned R-1(M)(A), R-1, and TRM, respectively, in Dorchester County and will be zoned GR-5, General Residential, upon annexation into the Town of Summerville's municipal limits. (Council District 3) She stated that the Planning Commission held a public hearing and made a recommendation for approval at their meeting on July 17, 2023. Mr. Jackson recused himself as he has an interest in adjacent property. Mr. Touchberry made a motion to send the item to full Council with a recommendation of approval, and Mr. Jenkins made the second. Mr. Jenkins called for the question, and the motion passed 2-0.

### Rezoning:

b. Ms. Shuler introduced the request to rezone TMS# 130-10-00-033, located at 823 W. 5th North Street, totaling approximately 1.69 acres, and owned by Dorchester County, from UC-MX, Urban Corridor Mixed-Use, to PL, Public Lands. (Council District 1) She stated that the Planning Commission held a public hearing and made a recommendation for approval at their meeting on July 17, 2023. Mr. Jackson made a motion to send the item to full Council with a recommendation of approval, and Mr. Touchberry made the second. Mr. Jenkins called for the question, and the motion passed unanimously.

c. Ms. Shuler introduced the request to rezone TMS# 130-10-00-051, located at 603 N. Maple Street, totaling approximately 0.77 acres, and owned by Lawrence and Melissa Lopez Gibson, from N-R, Neighborhood Residential, to N-B, Neighborhood Business. (Council District 1) She stated that the Planning Commission held a public hearing and made a recommendation for approval at their meeting on July 17, 2023. Mr. Jackson made a motion to send the item to full Council with a recommendation of approval, and Mr. Touchberry made the second. Mr. Jenkins called for the question, and the motion passed unanimously.

### UDO Amendments

d. Ms. Shuler introduced the request to amend the Summerville Unified Development Ordinance (UDO) Chapter 10 - Signs, Section 10.5 – Changeable Copy Signs. She stated that this amendment was submitted by a property owner/citizen, and the Planning Commission held a public hearing and sent the item to Council with no recommendation at their meeting on July 17, 2023. Mr. Jenkins asked for confirmation that this request was related to the amendments proposed by staff under letter f on the agenda. Ms. Shuler confirmed that he was correct. Both amendments seek to clarify some of the language in Chapter 10, and she explained that the main difference in the two proposed amendments is that this citizen-initiated request changes the process to allow a changeable copy/digital reader board to be approved at staff level for a window sign. The current ordinance and staff's proposed amendments require either DRB or BAR approval. Mr. Touchberry noted that the approval of digital signs in the Town has not gone particularly well so far, but that he does believe there is a place for high-quality digital signage in the future; however, he does not believe that we are at the point yet where they can be approved at staff level. Mr. Touchberry then made a motion to send the item to full Council with a recommendation of denial, and Mr. Jackson made the second. Mr. Jenkins called for the question, and the motion passed unanimously.

e. Ms. Shuler introduced the proposed amendments to the Summerville Unified Development Ordinance (UDO) Chapter 7 – Parking and Driveways, Section 7.3 – Vehicle Parking Location. She stated that the Planning Commission held a public hearing and made a recommendation for approval at their meeting on July 17, 2023. Ms. Shuler noted that this was a staff proposed amendment and briefly explained that this amendment was intended to correct a discrepancy between Chapter 2 and Chapter 7 regarding the allowed location for parking in the N-MX zoning district. The correction will make it clear that parking is allowed on both the side and rear in that zoning district. Mr. Jackson made a motion to send the item to full Council with a recommendation of approval, and Mr. Touchberry made the second. Mr. Jenkins called for the question, and the motion passed unanimously.

f. Ms. Shuler introduced the proposed amendments to the Summerville Unified Development Ordinance (UDO) Chapter 10 – Signs, Section 10.2.1 – Applicability, Section 10.4.3 – Building Signs Requiring a Permit, Section 10.5 – Changeable Copy Signs, Section 10.8.1 – Incidental Signs, and Section 10.9 – Prohibited Signs. She stated that these were the staff-initiated amendments, and the Planning

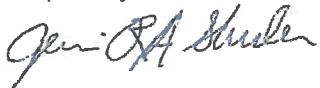
Commission held a public hearing and made a recommendation for denial at their meeting on July 17, 2023. Ms. Shuler briefly explained that the changes to the first two sections noted add clarifying language for window signage. The change to Section 10.5 as previously discussed, clarifies the allowances and process for changeable copy/digital signs, but keeps the requirement for DRB or BAR approval for commercial businesses. The change to Section 10.8.1 clarifies that open/closed signs do not count towards signage allowances, and the change to Section 10.9, specifically calls out the prohibition of flutter/feather flags. Flutter/feather flags have been prohibited, but this change calls them out specifically. Mr. Jackson asked if they could possibly be allowed in some instances, but Ms. Shuler explained that commercial signage of the same type generally has to be treated the same – a distance from the road or something of that sort could potentially be added, but that would then make enforcement more of a nightmare. Following the discussion, Mr. Jackson made a motion to send the item to full Council with a recommendation of approval, and Mr. Touchberry made the second. Mr. Touchberry then asked why the Planning Commission recommended denial of the proposal. Ms. Shuler explained that one of the Commissioners felt that changeable copy signage shouldn't require Board approval. Mr. Jenkins called for the question, and the motion passed unanimously.

g. Ms. Shuler introduced the proposed amendments to the Summerville Unified Development Ordinance (UDO) Chapter 13 – Administration & Procedures, Section 13.3.3 – Board of Zoning Appeals and Section 13.4.2 – Public Notice Requirements. She stated that the Planning Commission held a public hearing and made a recommendation for approval at their meeting on July 17, 2023. Ms. Shuler briefly explained that the amendment to the BZA increased the membership from five members to seven members, which would allow each Councilmember to have an appointment. Most of the other Boards already have seven members. The amendment to Section 13.4.2 changes the public notice requirements for mailing out a public notice of a BAR application to only be mailed to adjacent property owners. With the current requirement of mailing the notice to all property owners within 500 feet, often 50-100 letters must be mailed each month; a number of them end up being returned by the USPS, and residents within the Historic District have complained about the number of letters they receive. Mr. Touchberry made a motion to send the item to full Council with a recommendation of approval, and Mr. Jackson made the second. Mr. Jackson questioned how many responses staff receives from the letters, and Ms. Shuler responded that staff receives very few responses. Following the discussion, Mr. Jenkins called for the question, and the motion passed unanimously.

h. Ms. Shuler introduced the proposed amendments to the Summerville Unified Development Ordinance (UDO) Chapter 15 – Definitions, Section 15.3 – Definition of Terms. She stated that the Planning Commission held a public hearing and made a recommendation for approval at their meeting on July 17, 2023. Ms. Shuler briefly explained that the only changes being made were to clarify the wording of the window signs definition and correct the single-family dwelling definition, which was inadvertently included previously within the window sign definition. Mr. Jackson made a motion to send the item to full Council with a recommendation of approval, and Mr. Touchberry made the second. Mr. Jenkins called for the question, and the motion passed unanimously.

Following no additional business or discussion, the meeting was adjourned at 5:47 PM on a motion by Mr. Jackson, and a second by Mr. Touchberry.

Respectfully submitted,



Jessi Shuler, AICP  
Director of Planning

August 8, 2023



## **PUBLIC SAFETY COMMITTEE**

### *Minutes from August 7, 2023 Meeting*

The meeting was called to order at 5:50pm by acting Chairman Aaron Brown. Committee members Terry Jenkins and Aaron Brown were present. Committee Chair Bill McIntosh was on Zoom, but unable to participate due to technical difficulties. Police Chief Doug Wright and Fire Chief Brent Melcher were also present.

Chief Wright gave a quarterly update of the Police Department, highlighting the calls for service, grant application status, and community involvement.

Chief Melcher gave a quarterly update of the Fire and Rescue Department, highlighting the incident reports, significant incidents, training, education, and recruitment activities.

There being no further business, Mr. Jenkins made a motion, seconded by Mr. Brown, to adjourn. The motion carried, and the meeting adjourned at 6:00pm.

Respectfully submitted,

  
Beth Messervy, Town Clerk


# TOWN *of* SUMMERVILLE, SC

## FINANCE COMMITTEE REPORT

### August 7, 2023

The Finance Committee met on Monday, August 7, 2023. Present were Mayor Waring and Committee members Bob Jackson, Aaron Brown, Kima Garten-Schmidt, Russ Touchberry and Terry Jenkins. Committee member Bill McIntosh arrived at 6:05pm. Also present were Town Administrator Lisa Wallace, Town Attorney G.W. Parker, and Town Clerk Beth Messervy. Other staff members, members of the press and members of the public were duly notified. The meeting was held in Council Chambers on the third floor of the Annex Building at 200 S. Main Street and livestreamed from the Town's web site.

<b>Welcome</b>	Mayor Waring called the meeting to order at 6:01pm.
<b>Presentation of Financial Statements</b>	Finance Director Rhonda Moore presented the July 2023 financial statements. She answered questions from the Committee/Councilmembers.
<b>Financial Requisitions And Contracts</b>	<p>Mr. Brown made a motion, seconded by Mr. Jackson, to authorize the surplus of vehicle R63, a 2002 Ford F150 with 156,000 miles. Request from the Parks &amp; Recreation Department. The motion carried unanimously.</p> <p>Mr. Jenkins made a motion, seconded by Mr. McIntosh, to issue a purchase order in the amount of \$40,352 to Santee Automotive for a 2023 Dodge Durango AWD for the School Resource Officer Unit. Funds are to come from the general fund and will be reimbursed by the State of South Carolina from an SRO grant. The motion carried unanimously.</p>
<b>Executive Session</b>	N/A
<b>Other Business</b>	N/A
<b>Adjourn</b>	Mr. Jenkins made a motion, seconded by Mr. McIntosh, to adjourn the meeting. The motion carried unanimously, and the meeting adjourned at 6:09pm.

Respectfully submitted,  
  
 Beth Messervy, Town Clerk