

# PLANNING COMMISSION MEETING MINUTES

**Tuesday March 1, 2022  
4:00 P.M.**

**Town Hall**

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**Members Present:** Vice Chair Rae Davis, Member Jeff Grover, Member William Lynch, and Member Charlie Banks

**Members Absent:** Chair Zack Haney

**Staff Present:** Zoning Administrator (ZA) Kevin Singletary and Town Clerk Shannon Bowers

**Call to Order:** Vice Chair Davis called the meeting to order at 4:02 p.m., determined there was a quorum, and acknowledged the appropriate notifications in compliance with the SC Freedom of Information Act had been met.

**Approval of Minutes:** Member Grover made the motion to approve the February 1, 2022 Work Session and Regular Meeting minutes as presented. Member Lynch seconded the motion. No further discussion was had. Motion passed unanimously.

Vice Chair Rae Davis:	Yes	Member William Lynch:	Yes
Member Jeff Grover:	Yes		

**Public Comments related to agenda items:**

There were no public comments

**New Business**

**Recommendation to approve zoning map amendment (rezoning) application:** ZA Singletary informed the PC of a rezone application from RS-1 to Office Commercial (OC). ZA Singletary noted that properties surrounding the property at 110 Peak St. were zoned OC, with one property further down zoned as RS-1.

Member Lynch made the motion to approve the rezone request at 110 Peak Street from residential to office commercial as presented. Member Grover seconded the motion. Discussion followed.

Concerns were raised over the buffer requirements in OC for this property. ZA Singletary explained that if new development were to go on this property, it would have to be built to the OC buffer requirements. If the requirements could not be met, it would prevent issuing zoning permits. No further discussion was had. Motion passed unanimously.

Vice Chair Rae Davis:	Yes
Member Jeff Grover:	Yes
Member William Lynch:	Yes

**Discussion: Planning Commission work session schedule:**

ZA Singletary informed the PC that he and Chair Haney discussed the need for regular work sessions each month. For scheduling purposes, ZA Singletary asked the PC for confirmation to

continue holding work sessions before the regular meeting. The PC was in general agreement to holding work sessions before the regular meeting. The PC requested that a regular reminder be sent out and asked that including open comments on the regular meeting agenda, rather than the work session agenda be considered.

**Adjournment:** Member Lynch made the motion to adjourn the meeting. Member Grover seconded the motion. The meeting was adjourned at 4:26 p.m.

PC APPROVED (Date): April 5, 2022