

# PLANNING COMMISSION MEETING MINUTES

Tuesday September 9, 2025  
4:00 P.M.

Town Hall

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**Members Present:** Vice Chair Josh Edwards, Clay Cannon, Erin Wessinger, Zack Haney

**Members Absent:** Chair Caleb Pozsik

**Staff Present:** Planning and Zoning Manager Reid Radtke, Municipal Clerk Shannon Bowers, Town Administrator Nicholle Burroughs

**Guests:** Brittany Youngblood – McAdams Engineering

**Call to Order:** Vice Chair Edwards 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 Cannon made the motion to approve the August 5, 2025 Regular Meeting minutes as presented. Member Wessinger seconded the motion. No further discussion, motion to approve passed unanimously.

Member Erin Wessinger:	Yes
Vice Chair Josh Edwards:	Yes
Member Clay Cannon:	Yes
Member Zack Haney:	Yes

## Public Comments related to agenda items

There were no public comments.

## Action Items

### **Site Plan Review 515 and 519 Columbia Avenue – Carolina Wings and Express Oil:**

Administrator Burroughs began the discussion by stating a full staff report for the Express Oil and Carolina Wings site plan is not available. The Town could not approve a full site plan because the appropriate documents were not received until 8:45 a.m. on September 9, 2025. Administrator Burroughs noted that an up-to-date traffic impact study would be required for approval. She also noted that all three entities will share stormwater and road network, and since the Carolina Wings and Express Oil are coming up for development at the same time, it is causing confusing as to where things are located. An updated traffic study needs to be done and plans for a full plan showing all three developments are being done to address the issues. She recommended a special called meeting later in September to complete this review before the Architectural Review Board (ARB) meets to review for a certificate of appropriateness in October.

Mr. Radtke then noted that the engineer discussions regarding the internal traffic flow had stalled, but that Kimley Horn has been contracted by all three developments to conduct a study moving forward. The Planning Commission (PC) then discussed potential solutions to the internal traffic flow, buffers, parking lot locations, sidewalks, and drainage locations.

Administrator Burroughs indicated potential dates for a special called meeting were September 23, September 25, and September 30. The PC suggested September 29 at 3:00 p.m. for the special called. With all in agreeance, Member Cannon moved to table the discussion of the Carolina Wings and the Express Oil site plan reviews to the special called meeting on September 29, 2025. Member Haney seconded the motion. Motion to table passed unanimously.

Member Erin Wessinger: Yes  
Vice Chair Josh Edwards: Yes  
Member Clay Cannon: Yes  
Member Zack Haney: Yes

**Unified Zoning and Development (UDO) Amendments:** Member Wessinger moved to approve the UDO amendment ordinance recommendation as presented. Member Cannon seconded the motion. Motion passed unanimously.

Member Erin Wessinger: Yes  
Vice Chair Josh Edwards: Yes  
Member Clay Cannon: Yes  
Member Zack Haney: Yes

**Staff Updates**

There were no staff updates at this time.

**Adjournment:** Vice Chair Edwards moved to adjourn the meeting. Member Haney seconded the motion. Meeting was adjourned at 4:52 p.m.

PC APPROVED (Date): December 11, 2025