

**MINUTES
TOWN OF FORT MILL
PLANNING COMMISSION MEETING
January 19, 2016
112 Confederate Street
7:00 PM**

Present: James Traynor, Hynek Lettang, Jay McMullen, Chris Wolfe, Tom Petty, Ben Hudgins, Planning Director Joe Cronin, Assistant Planner Chris Pettit

Absent: John Garver

Guests: Tim Smoak (Comporium), Judy Allie (QuikTrip), Brian Smith (Urban Design), David Meyer (QuikTrip)

Chairman Traynor called the meeting to order at 7:00 pm and welcomed everyone in attendance.

Chairman Traynor stated that he had a conflict of interest for New Business Item #3 and would be recusing himself from discussion of that item.

Mr. Wolfe stated that he had heard from Mr. Hudgins in advance of the meeting, and that Mr. Hudgins would be arriving late. Planning Director Cronin added that Mr. Garver was recovering from surgery and would not be attending.

Mr. Wolfe made a motion to approve the minutes from the December 16, 2015, meeting, with a second by Mr. McMullen. The minutes were approved by a vote of 5-0.

ELECTION OF CHAIR & VICE CHAIR FOR 2016

Planning Director Cronin stated that a new Chair and Vice Chair would need to be elected for 2016. Mr. Traynor opened the floor for nominations.

Mr. Wolfe nominated Mr. Traynor to serve as Chair. Mr. Lettang seconded the nomination. There being no further nominations, Mr. Traynor called for a vote on the motion. The motion to elect Mr. Traynor as Chair for 2016 was approved by a vote of 4-0, with Mr. Traynor abstaining.

Mr. Wolfe nominated Mr. Hudgins to serve as Vice Chair. Mr. McMullen seconded the nomination. There being no further nominations, Chairman Traynor called for a vote on the motion. The motion to elect Mr. Hudgins as Vice Chair for 2016 was approved by a vote of 5-0.

OLD BUSINESS ITEMS

1. **Final Plat Approval: Massey Phase 2, Map 1:** Planning Director Cronin provided a brief overview of the request, the purpose of which was to review and approve a final plat for Massey Phase 2, Map 1. The plat contains a total of 49 single-family lots on 16.589 acres. The final plat was consistent with the preliminary plat for Phase 2 approved in 2013, as

well as the minor revisions which were approved administratively in 2015. Planning Director Cronin noted that all street names have been approved by York County, and bond estimates had also been submitted by the project engineer and approved by town staff. Additional corrections had also been made from a version that was on the Planning Commission agenda in November 2015. Therefore, staff recommended in favor of approval.

Mr. Wolfe made a motion to approve the final plat for Massey Phase 2, Map 1, contingent upon the applicant securing a bond or letter of credit equal to 125% of the cost of any unfinished infrastructure. Mr. Petty seconded the motion. Chairman Traynor added that the motion should also include approval of the following street names: Belews Creek Court, Dudley Drive (continued from Massey Phase 4), Felts Parkway (continued from Massey Phase 1), Jakey Drive, Melissa Drive, Red Forest Way and Thomas Knapp Parkway. Mr. Wolfe and Mr. Petty accepted Chairman Traynor's suggestion as a friendly amendment to the original motion. Chairman Traynor then called for a vote, and the amended motion was approved by a vote of 5-0.

NEW BUSINESS ITEMS

1. **Annexation Request: 952 Pleasant Ridge Road:** Planning Director Cronin provided a brief overview of the request, the purpose of which was to consider an annexation request submitted by William and Mary Lou Adams for a 0.38 acre parcel located at 952 Pleasant Ridge Road. The applicant requested a zoning designation of R-10 Residential. Planning Director Cronin stated that the future land use map in the town's comprehensive plan identified the area as medium-density residential, and that the property was surrounded on all four sides by parcels zoned R-10. Therefore, staff recommended in favor of approving the annexation request with R-10 zoning.

Mr. McMullen made a motion to recommend in favor of the annexation request with a zoning designation of R-10. Mr. Lettang seconded the motion. The motion was approved by a vote of 5-0.

2. **Rezoning Request: Dobys Bridge Presbyterian Church:** Planning Director Cronin provided a brief overview of the request, the purpose of which was to consider a rezoning request submitted by Dobys Bridge Presbyterian Church for a 6.52 acre parcel located at 2500 S Dobys Bridge Road. The applicant requested a rezoning of the property from LC Local Commercial to R-15 Residential. Planning Director Cronin stated that the future land use map in the town's comprehensive plan identified the area as medium-density residential, and that the property was surrounded by residential zoned parcels, including the Forest at Fort Mill subdivision across Dobys Bridge Road, which is also zoned R-15. He added that the church was the only commercial zoned parcel on this stretch of S Dobys Bridge Road, and if the property was ever redeveloped in the future, commercial and multi-family would be permitted under the current zoning designation. Therefore, staff recommended in favor of approving the rezoning request from LC to R-15.

Mr. Petty made a motion to recommend in favor of the rezoning request from LC to R-15. Mr. Wolfe seconded the motion. The motion was approved by a vote of 5-0.

3. **Commercial Appearance Review: QuikTrip**: Discussion of this item was deferred to the end of the agenda.

ITEMS FOR INFORMATION / DISCUSSION

1. **UDO Update**: Planning Director Cronin stated that work was wrapping up on the UDO. The final sections should be received from the consultant in the next few days, and will be forwarded to UDO Committee members for review and comment. Once the draft document has been updated with all comments, staff and the consultant will schedule follow up meetings with focus group participants, as well as a public input meeting. It is anticipated that the recommended UDO will be reported out to council by late March or early April.
2. **COD-N Design Standards**: Planning Director Cronin stated that the Planning Commission still needs to prepare and adopt recommended design guidelines for a number of elements covered by the Corridor Overlay District (COD-N), including design requirements for crosswalks, pedestrian lighting, site lighting, fences, walls and landscaping. Planning Director Cronin stated that staff would be sending out an email later in the week asking for three members to serve on a subcommittee. The subcommittee will review design alternatives and provide recommendations back to the full Planning Commission. Staff would like to have this work completed by the February meeting.

NEW BUSINESS ITEMS (CONTINUED FROM ABOVE)

Chairman Traynor again stated that he had a conflict of interest on the next item, and excused himself from the remainder of the meeting. Chairman Traynor left the meeting at 7:21 pm.

Vice Chairman Hudgins arrived at 7:31 pm.

3. **Commercial Appearance Review: QuikTrip (Continued from Above)**: Assistant Planner Pettit provided a brief overview of the request, the purpose of which was to consider an appearance review for QuikTrip's proposed gas station/convenience store located at the corner of Highway 160 and Springfield Parkway. Assistant Planner Pettit reminded the commission that the item underwent a preliminary review at the Planning Commission's December 16, 2015 meeting and that the applicant had subsequently submitted revisions based on the staff and commission comments.

Assistant Planner Pettit took the Planning Commission through the staff report, noting how the applicant addressed the comments from the preliminary review. Regarding the building height, Assistant Planner Pettit noted that the applicant had revised the gas canopy to show the required 20' minimum height but that the primary structure remained unchanged from the previous submission, which showed the minimum height as 16'. Judy Allie, representing QuikTrip, noted that the building is the company's standard design and that it would be very difficult to change. Ms. Allie additionally noted that the building's design

includes several architectural features that go above the 20' minimum height and thus meets the intent of the overlay district's minimum height requirement. Brian Smith, the project's engineer with Urban Design Partners, noted that the building will sit well below the grade of the adjacent roadways. Ms. Allie stated that given the difference in grade, the building will appear smaller regardless of the minimum height. Mr. Petty noted that the structure is very well designed and that perhaps requiring the applicant to change the building would remove some of the height articulation that is typically desired by the commission. Mr. Hudgins noted a concern that approving something below 20' could set a precedent for future applicants. Mr. Lettang stated that he understood the commission's comments, but that in his opinion he would be fine with the height if the applicant took this as an opportunity to really enhance the landscaping to meet the overarching goal of good design and appearance. Mr. McMullen additionally agreed with the commission's concerns, but noted that if an average 20' could be obtained then the commission would have some criteria to utilize in the future should another applicant discuss a precedent set by the QuikTrip project.

Assistant Planner Pettit discussed the comments and revisions for the commission's previously requested "faux" entrance/facade at the rear of the building, noting that the revised elevation was not provided in the commission's agenda packet. Assistant Planner Pettit showed the revised elevation on the screen, noting that the applicant had revised the facade per the commission's comments to include signage, an awning, and stone pilasters. Mr. Petty questioned whether the windows would be see-through or blacked out. Ms. Allie noted that the windows would not be true see-through windows as the storage and utility areas are located along the rear of the building layout.

Assistant Planner Pettit noted that at the commission's preliminary review, it was discussed that there was a desire to see enhanced monument signage at the site. Ms. Allie noted that the signs would meet all the requirements of the zoning ordinance. Given that the specific designs were not provided for the monument signage, the commission asked that a subsequent submittal include designs for signage.

Assistant Planner Pettit provided the minimum landscaping requirements of the COD-N overlay district, noting that the applicant exceeded in certain areas but lacked in others. Assistant Planner Pettit noted that the landscaping is intended to be located closer to the street than as shown on the applicant's plans, to which the commission members noted that as long as the landscaping was generally located in the required locations that it would meet the intent given the issues with utility and topography conflicts adjacent to the streets. Acting Chairman Wolfe requested that a subsequent submittal meet all the requirements of the zoning ordinance, the commission's requested enhancements, as well as additionally noting that a tree survey should be submitted to see if any significant trees would be saved or removed during development.

Given that a subcommittee had not yet met to finalize designs for COD-N lighting requirements and internal walkway designs, Assistant Planner Pettit noted that those items would hopefully be ready to be discussed at the Planning Commission's February meeting.

Assistant Planner Pettit provided an overview of the applicant's changes related to pedestrian connectivity. A discussion occurred related to the submitted designs versus what is required through the COD-N overlay requirements. Staff noted that sidewalks were already existing along the Highway 160 side of the project and that topography becomes a significant issue as you continue up Springfield Parkway. Mr. McMullen noted that, given the overall intent of the overlay to create pedestrian friendly design, a sidewalk should be included along the new drive connecting Springfield Parkway to the existing Avery Plaza/Food Lion shopping center. Acting Chairman Wolfe agreed with Mr. McMullen, noting that he would not want people having to walk in the road to go from Food Lion to the QuikTrip or to any future development that occurs adjacent to the QuikTrip or Food Lion. Acting Chairman Wolfe asked staff to work with the applicant on the specific design to meet the intent of the comments related to pedestrian connectivity.

A discussion occurred related to the driveway locations and their distance from the Highway 160 – Springfield Parkway intersection. Ms. Allie noted several difficulties in meeting the 400' requirement, including stream buffers, topography issues, and utility conflicts along Springfield Parkway. Ms. Allie noted that QuikTrip had been working with SCDOT and that the plans for the two entrances had been given a verbal notice of approval. Ms. Allie specifically brought to the commission's attention that the Highway 160 entrance was designed as right in-right out only. The commission members noted that the connectivity benefits of the driveway at the rear outweighs the difference in the distance requirements.

There being no further items listed in the staff report to discuss, Acting Chairman Wolfe asked if there were any other comments to pass along to the applicant before next month's meeting. Hearing none, Acting Chairman Wolfe called for a motion. Mr. McMullen made a motion to defer the appearance review of the proposed QuikTrip until the Planning Commission's February meeting to allow the applicants to address the staff and commission comments. Mr. Hudgins seconded the motion. The motion was approved by a vote of 5-0.

There being no further business, the meeting was adjourned at 8:17 pm.

Respectfully submitted,

Joe Cronin
Planning Director

RECUSAL STATEMENT

Member Name: JAMES TRAYNOR

Meeting Date: TUESDAY JAN 19, 2016

Agenda Item: Section NEW BUSINESS Number: #3

Topic: COMMERCIAL APPEARANCE REVIEW: QUICK TRIP
HWY 160 & SPRINGFIELD PARKWAY

The Ethics Act, SC Code §8-13-700, provides that no public official may knowingly use his office to obtain an economic interest for himself, a family member of his immediate family, an individual with whom he is associated, or a business with which he is associated. No public official may make, participate in making, or influence a governmental decision in which he or any such person or business has an economic interest. Failure to recuse oneself from an issue in which there is or may be conflict of interest is the sole responsibility of the council member (1991 Op. Atty. Gen. No. 91-37.) A written statement describing the matter requiring action and the nature of the potential conflict of interest is required.

Justification to Recuse:

Professionally employed by or under contract with principal

Owns or has vested interest in principal or property

Other: AFFILIATED COMPANY OWNS SITE OF
PROPOSED QUICK TRIP - PROPERTY UNDER CONTRACT

Date: 1/17/16

J Traynor
Member

Approved by Parliamentarian: [Signature]