

**MINUTES
TOWN OF FORT MILL
PLANNING COMMISSION SUBCOMMITTEE MEETING
March 9, 2016
112 Confederate Street
6:30 PM**

Present: James Traynor, Jay McMullen, Tom Petty, Planning Director Joe Cronin, Assistant Planner Chris Pettit

Absent: None

Guests: None

Chairman Traynor called the meeting to order at 6:30 pm and welcomed everyone in attendance.

Mr. McMullen made a motion to approve the minutes from the February 10, 2016, subcommittee meeting. Mr. Petty seconded the motion. The motion was approved by a vote of 3-0.

Planning Director Cronin provided a summary of the items that were discussed at the previous meeting, and referenced sample designs which had been included in the minutes, based on the subcommittee's recommendations. The consensus of the subcommittee was that the designs accurately reflected the items which were discussed at the previous meeting. Mr. McMullen suggested that retaining walls over a certain height (three feet was discussed) should include a landscaped barrier and/or fencing for safety purposes.

ITEMS FOR INFORMATION / DISCUSSION

1. Landscape Requirements: The subcommittee discussed a variety of landscaping guidelines, including variation in tree and shrub species, preservation of sight triangles, and the spacing and design of landscaping along the corridor. Specifically, the subcommittee recommended a variety of design features, including curved lines (rather than the straight-line "rubber stamp" approach), clustering landscaped features, and a stepped approach to design. The subcommittee recommended that all trees should be field grown and burlapped, and of sufficient size. A discussion took place regarding the number and type of trees that should be included along the corridor, so as to promote consistency, but also to allow variation and prevent disease. The subcommittee discussed the inclusion of perennial plants for a pop of color along the corridor, as well as the placement of benches, trash cans and bike racks (standard



design) along the streetscape. As the resident landscape architect on the Planning Commission, the subcommittee and staff asked if Mr. McMullen could draft the recommended guidelines for landscaping along the corridor, to which Mr. McMullen agreed.

2. Monument Sign Requirements: The subcommittee reviewed the COD/COD-N requirements pertaining to monument signs. Per the code, all signs must be externally illuminated. The subcommittee recommended that all signs should incorporate similar materials from the principal structure on the base and sides of all signs. Signs should also include architectural features, such as cornices. Signs should also include landscaping, and the sign face should be at least 18” above the ground so that landscaping does not block visibility.



There being no further business, the meeting was adjourned at 8:31 pm.

Respectfully submitted,

Joe Cronin
Planning Director