

**MINUTES  
TOWN OF FORT MILL  
PLANNING COMMISSION MEETING  
April 22, 2014  
112 Confederate Street  
7:00 PM**

Present: Chairman James Traynor, Hynek Lettang, John Garver, Ben Hudgins, Chris Wolfe, Tom Petty, Tony White, Planning Director Joe Cronin

Absent: None

Guests: Margaret Barber, Evan Barber, Andy Burkholder (Carolina Upholstery), Marty Davis (M/I Homes), Chris Todd (ColeJenest & Stone), Matt Reiking (ESP Associates)

Chairman Traynor called the meeting to order at 7:02 pm.

Mr. Wolfe made a motion to approve the minutes from the March 25, 2014, regular meeting, with a second by Mr. Garver. The minutes were approved by a vote of 7-0.

Chairman Traynor stated that the impact fee presentation would likely take an extended period of time. As a courtesy to those in the audience, he asked if the agenda could be reordered so as to place the presentation at the end of the agenda after all action items have been disposed of. There was no objection and the agenda was reordered.

**STAFF UPDATE REGARDING COMMITTEE REORGANIZATION**

Planning Director Cronin provided an overview of the committee reorganization process recently completed by town council on April 14, 2014. Mr. White and Mr. Garver were reappointed to two-year terms. Mr. Wolfe was reappointed to a three-year term. Mr. Couchenour has rolled off the commission and onto the Historic Review Board, and was replaced by Mr. Lettang, who formerly served on the Board of Zoning Appeals. Existing member expiration dates were re-staggered so that all terms will end in April 2015 (Traynor & White), 2016 (Garver, Petty & Hudgins) or 2017 (Wolfe & Lettang).

**ELECTION OF CHAIR & VICE CHAIR**

Chairman Traynor opened the floor for nominations for Chair for the remainder of 2014. Mr. Wolfe made a motion to re-elect Mr. Traynor as Chair. Mr. Petty seconded the motion. No other candidates were nominated. Chairman Traynor closed the nomination process and called for a vote on the motion. The motion to re-elect Mr. Traynor as Chair was approved by a vote of 6-0, with Mr. Traynor abstaining.

Chairman Traynor opened the floor for nominations for Vice Chair for the remainder of 2014. Mr. Garver made a motion to re-elect Mr. Wolfe as Vice Chair. Mr. White seconded the motion. No other candidates were nominated. Chairman Traynor closed the nomination process and called for a vote on the motion. The motion to re-elect Mr. Wolfe as Vice Chair was approved by a vote of 6-0, with Mr. Wolfe abstaining.

## **NEW BUSINESS**

1. **Commercial Appearance Review: Carolina Upholstery:** Planning Director Cronin provided a brief overview of the request, the purpose of which was to construct a 36' x 36' addition to an existing 50' x 36' commercial building located at 201 Spratt Street. The applicant, Andy Burkholder of Carolina Upholstery, was on hand to answer questions from members of the Commission. The proposed addition will be identical in design and materials to the existing structure, to include tan vinyl siding and brick accents. Mr. Traynor stated that vinyl siding would be appropriate in this location only because the existing building was constructed with the same materials and should not be considered a new precedent for commercial appearance review. Mr. Hudgins made a motion to approve the request to grant appearance review approval, with a second by Mr. Petty. The motion was approved by a vote of 7-0.
2. **Annexation Request: Barber, Fite & Scott Properties:** Planning Director Cronin provided a brief overview of the request, the purpose of which was to annex York County Tax Map Numbers 616-00-00-019, -025, -026 (Portion) and -001 (Portion), with a zoning designation of GR General Residential. Mrs. Margaret Barber, owner of 600 Sutton Road and 599 Smythe Road, provided additional information regarding the request and answered questions from commission members. Mr. Petty made a motion to recommend in favor of the annexation request with a zoning designation of GR. Mr. Lettang seconded the motion. The motion was approved by a vote of 7-0.
3. **Preliminary Plat Approval: Millridge:** Planning Director Cronin provided a brief overview of the request, the purpose of which was to grant preliminary plat approval for a new subdivision to be called Millridge (formerly Sutton Park) near the intersection of Harris Road and Sutton Road. Planning Director Cronin stated that the preliminary plat and construction drawings were substantially compliant with the town's zoning and development requirements. Staff recommended in favor of approval, contingent upon execution of the annexation ordinance prior to the expiration date, and approval of the land disturbance permit from the town's Engineering Department. Mr. Wolfe made a motion to approve the preliminary plat with the contingencies noted by staff. Mr. Garver seconded the motion. The motion was approved by a vote of 7-0.
4. **Final Plat Approval: Springview Meadows:** Planning Director Cronin provided a brief overview of the request, the purpose of which was to grant final plat approval for phase 1 of a new subdivision to be called Springview Meadows near the intersection of Springfield Parkway and US 21 Bypass (32 lots). Planning Director Cronin stated that clearing and grading were underway, but all required infrastructure had not yet been completed. Staff recommended in favor of approval of the final plat for phase 1, contingent upon the

applicant securing a bond or letter of credit equal to 125% of the cost of any remaining infrastructure. Mr. Petty made a motion to approve the final plat contingent upon the applicant securing the required bond or letter of credit, with a second by Mr. Garver. Mr. White offered an amendment to also include approval for the following road names: Crescent Moon Drive, Angel Oak Drive and Palm Drive. Mr. Petty and Mr. Garver accepted the amendment. The motion, as amended, was approved by a vote of 7-0.

## **PRESENTATION**

1. **Impact Fee Study & Recommendations:** Planning Director Cronin informed members of the commission that town council had adopted a resolution on April 14, 2014, instructing the Planning Commission to undertake a development impact fee study for the purpose of identifying and funding capital improvements related to municipal facilities, parks and recreation, and transportation facilities needed as a result of rapid growth in the Fort Mill area. Planning Director Cronin introduced Matt Noonkester from Stantec, a consultant hired by the town to assist with the impact fee study. Mr. Noonkester provided a detailed overview of the SC Development Impact Fee Act, as well as the state-mandated process for studying, adopting, implementing and administering a local development impact fee. Mr. Noonkester answered questions from members of the commission, and also reviewed a timeline and work plan for the project. Council has asked the commission to provide its recommendations within 180 days. Staff and the consultant will seek input and provide regular updates to the commission as the study progresses. Staff was asked to provide copies of the presentation, as well as additional information related to impact fees, to members of the commission by email for additional review.

## **ITEMS FOR INFORMATION / DISCUSSION**

There were no items for information / discussion.

There being no further business, the meeting was adjourned at 8:41 pm.

Respectfully submitted,

Joe Cronin  
Planning Director