

UDO Advisory Committee



Town of Fort Mill UDO Advisory Committee Meeting

January 5, 2016
The Spratt Building (215 Main Street)
6:30 PM

AGENDA

CALL TO ORDER

APPROVAL OF MINUTES

- UDO Advisory Committee Meeting: September 16, 2015 *[Pages 2-3]*
- UDO Advisory Committee Meeting: November 18, 2015 *[Pages 4-5]*
- UDO Advisory Committee Meeting: November 19, 2015 *[Pages 6-7]*

ITEMS FOR INFORMATION / DISCUSSION

- Summary of Significant Changes
- Discussion/Comments Regarding Draft Sections:
 - Article XIII – Building Design & Materials
 - Article XIV – Development Plan Review
 - Article XV – Stormwater Management & Sediment Control

ADJOURN

NOTE: [Click here to view draft UDO documents.](#)

**MINUTES
TOWN OF FORT MILL
UDO ADVISORY COMMITTEE MEETING
September 16, 2015
The Spratt Building, 215 Main Street
6:30 PM**

Present: James Traynor, Ben Hudgins, Chris Wolfe, John Garver, Jim Thomas, Planning Director Joe Cronin, Assistant Planner Chris Pettit

Absent: Tom Petty, Hynek Lettang, Jay McMullen, Louis Roman

Guests: Paul LeBlanc (LSL Planning)

Chairman Traynor called the meeting to order at 6:33 pm.

Mr. Thomas made a motion to approve the minutes of the August 18, 2015, meeting as presented. Mr. Garver seconded the motion. The motion was approved by a vote of 5-0.

ITEMS FOR INFORMATION / DISCUSSION

1. **Discussion of Articles IX-XI:** Mr. LeBlanc provided a detailed review of the recommended language for the following articles:

- **Article IX – General Provisions:** Article IX included recommendations from the consultant for general provisions within the new UDO. Committee members were asked to submit their comments via email in advance of the meeting. Mr. LeBlanc reviewed and discussed the comments which were received.

A discussion took place regarding the number and size of accessory uses, requirements for corner and dual frontage lots, setbacks for a variety of structures and features, fences and retaining walls, storage of vehicles and RV's, temporary storage units, and utilities. Planning Director Cronin stated that Section 9.4 (Nuisances) was covered by the town's adoption of the International Property Maintenance Code, and therefore, recommended that this section be struck from the UDO.

- **Article X – Off-Street Parking, Loading and Transportation:** Discussion of this article was deferred until the next meeting. Staff will distribute a MS Word copy of this article to all committee members in advance of the next meeting. Committee members should submit their comments back to staff in advance of the meeting. Comments will be compiled by the consultant and addressed at the next meeting.
- **Article XI – Landscaping, Buffering and Tree Preservation:** Discussion of this article was deferred until the next meeting. Staff will distribute a MS Word copy of

this article to all committee members in advance of the next meeting. Committee members should submit their comments back to staff in advance of the meeting. Comments will be compiled by the consultant and addressed at the next meeting.

There being no further business, the meeting was adjourned at 8:53 pm.

Respectfully submitted,

Joe Cronin
Planning Director

**MINUTES
TOWN OF FORT MILL
UDO ADVISORY COMMITTEE MEETING
November 18, 2015
The Spratt Building, 215 Main Street
6:30 PM**

Present: James Traynor, Ben Hudgins, Chris Wolfe, John Garver, Tom Petty, Hynek Lettang, Jim Thomas, Planning Director Joe Cronin, Assistant Planner Chris Pettit

Absent: Jay McMullen, Louis Roman

Guests: Paul LeBlanc (LSL Planning)

Chairman Traynor called the meeting to order at 6:31 pm.

Chairman Traynor stated that the minutes from the September 16, 2015, meeting were not included with the agenda packet, and recommended deferral until a subsequent meeting. There was no objection, and the minutes were deferred.

ITEMS FOR INFORMATION / DISCUSSION

2. **Discussion of Articles X-XII:** Mr. LeBlanc provided a detailed review of the recommended language for the following articles:

- **Article X – Off-Street Parking, Loading and Transportation:** Article X included recommendations from the consultant for parking, loading and transportation requirements within the new UDO. Committee members were asked to submit their comments via email in advance of the meeting. Mr. LeBlanc reviewed and discussed the comments which were received.

A discussion took place regarding minimum and maximum parking requirements for a variety of uses, shared parking agreements, temporary parking, parking requirements in the downtown area, bike and electric vehicle parking, parking lot design, and access management. A detailed discussion also took place in regards to sidewalk requirements and traffic impact analyses.

- **Article XI – Landscaping, Buffering & Tree Preservation:** Article XI included recommendations from the consultant for landscaping, buffering, and tree preservation requirements within the new UDO. Committee members were asked to submit their comments via email in advance of the meeting. Mr. LeBlanc reviewed and discussed the comments which were received.

A discussion took place regarding landscaped buffers, screening requirements, streetscapes and greenbelts, parking lot landscaping requirements, minimum plant

sizes and materials, and standards for berms, walls and fences. Discussion of the tree preservation section of Article XI was deferred until the next meeting.

- **Article XII - Signs**: Discussion of this article was deferred until the next meeting.

There being no further business, the meeting was adjourned at 9:33 pm.

Respectfully submitted,

Joe Cronin
Planning Director

**MINUTES
TOWN OF FORT MILL
UDO ADVISORY COMMITTEE MEETING
November 19, 2015
The Spratt Building, 215 Main Street
6:30 PM**

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

Absent: Chris Wolfe, Louis Roman

Guests: Paul LeBlanc (LSL Planning)

Chairman Traynor called the meeting to order at 6:30 pm.

ITEMS FOR INFORMATION / DISCUSSION

3. **Discussion of Articles X-XII:** Mr. LeBlanc provided a detailed review of the recommended language for the following articles:

- **Article XI – Landscaping, Buffering & Tree Preservation (Deferred from 11/18/15):** A discussion took place regarding the tree preservation section, which was deferred from the November 18th meeting. A discussion took place regarding the definition of heritage and historic trees, tree preservation standards, tree survey requirements, tree removal permit requirements, and mitigation requirements for the removal of trees. A fee-in-lieu provision was also included as a mitigation option, which would create a special fund that could be used by the town to preserve natural open space, or to plant trees on other publicly owned property.
- **Article XII – Signs (Deferred from 11/18/15):** Article XI included recommendations from the consultant for sign requirements within the new UDO. Committee members were asked to submit their comments via email in advance of the meeting. Mr. LeBlanc reviewed and discussed the comments which were received.

A discussion took place general sign provisions, exemptions from permitting requirements, prohibited signs, temporary signs, and permitted signs by district. Mr. LeBlanc and Planning Director Cronin also discussed the recent U.S Supreme Court opinion in *Reed v. Town of Gilbert (2015)*, which dealt specifically with the regulation of content for off-premises and directional signs. Planning Director Cronin stated that the easiest solution would be to ban all off-premises signs; however, this would make many types of signs, including political, religions and real estate directional signs, illegal under the new UDO.

- **Article XIII – Building Design & Materials**: Discussion of this article was deferred until the next meeting.
- **Article XIV – Development Plan Review**: Discussion of this article was deferred until the next meeting.
- **Article XV – Stormwater Management & Sediment Control**: Discussion of this article was deferred until the next meeting.

Planning Director Cronin stated that staff anticipated at least two additional meetings to review the remaining articles of the draft UDO. These included Articles XIII-XV, which were deferred this evening, and a new article dealing with subdivision requirements. Mr. LeBlanc added that additional articles covering the topics of administration and enforcement of the UDO would generally follow state-mandated criteria.

There being no further business, the meeting was adjourned at 9:01 pm.

Respectfully submitted,

Joe Cronin
Planning Director