

**MINUTES
TOWN OF FORT MILL
PLANNING COMMISSION MEETING
April 18, 2023
112 Confederate Street
6:00 PM**

Present: James Traynor, Dan Stout, Mark Kerr, and Jason Therrell, Planning Director
Penelope Karagounis

Absent: Sarah Curtis and Matt Lucarelli

Chairman James Traynor called the Planning Commission meeting to order at 6:00 pm on Tuesday, March 21, 2023. Chairman Traynor addressed the board regarding conflicts and the recusal process.

APPROVAL OF MINUTES

Chairman Traynor gave an opportunity to the Planning Commission to review and comment on the March 21, 2023, Planning Commission meeting minutes. Chairman Traynor had the following corrections:

- On the first page of the March 21, 2023, Planning Commission meeting minutes, first paragraph under Old Business Item #1, first sentence should read “Planner Zach Driggers presented the staff report and provided a brief overview of the request, the purpose is for the Planning Commission to review the commercial appearance review for The Learning Experience.”
- On the 2nd page of the March 21, 2023, Planning Commission meeting minutes, third paragraph “Mr. Ferry indicated it would be ideally the same species as the rest of the site.” Add “He later stated that he agreed to have similar species for the entire site.”
- On the 2nd page of the March 21, 2023, Planning Commission meeting minutes, fourth paragraph please add that Mr. Ferry did agree to Hardieplank for both end caps of the building.
- On the 2nd page of the March 21, 2023, Planning Commission meeting minutes, fourth paragraph delete “.” after Commissioner Lucarelli.

Commissioner Stout made a motion to approve the minutes with the above changes, and Commissioner Stout seconded the motion with above changes. The vote passed 4-0.

NEW BUSINESS ITEMS

1. Text Amendment: Mobile Food Vendors

Planning Director Penelope Karagounis presented the staff report and provided a brief overview of the request, the purpose of amending the zoning ordinance for the Town of Fort Mill; Article VI, Administration, Enforcement, Penalties, and Fees; Section 4.4, Mobile Food Vendors; to further amend the requirements for mobile food vendors.

The Zoning and UDO subcommittee of Town Council met on March 1, 2023 to discuss concerns relating to the Town's mobile food vendor regulations, particularly surrounding safety and making sure vendors comply with all requirements of SC DHEC, Fire Marshal, business licenses, and hospitality taxes. Following a discussion, the committee recommended to remove the provision within the ordinance that didn't allow overnight stays as well as to make the trucks permitted as an accessory use to any commercial use, thus putting the focus of the regulations solely on safety above all other matters. At Town Council's March 13, meeting, the full Council heard the subcommittee's recommendation and approved a motion to request staff to draft a text amendment addressing these items.

The two amendments would be the following:

E. Mobile Food Vendor Operation Permit – Locational Requirements. Approvals to property owners are allowed in certain locations listed below:

Subsection #4 delete "of more than 100,000 square feet (Planning Department approval). The subsection #4 would read with amendment – "As an accessory use to a commercial establishment (Planning Department approval).

F. Mobile Food Vendor Operation Permit – Operational Requirements. A Mobile Food Vendor Operation Permit shall only be approved for the operation of a mobile food vendor subject to the ability to meet the following requirements:

Subsection #5 "No Overnight Stays: No overnight stays shall be permitted; the unit cannot be left on site overnight" would be deleted.

There was discussion on what constitutes an accessory use and the fact that there would not be a time limit for overnight stays of the mobile food vendor. This amendment would allow overnight stays for Mobile Food Vendors. The Commissioner also asked if any other changes would be made with the process. Planning Director stated the process would be the same but these two modifications would be made if Town Council approves the text amendment.

Commissioner Kerr made a motion to recommend approval of the text amendment and Commissioner Therrell seconded the motion. The vote passed 4-0.

2. Text Amendment: Election Signs

Planning Director Penelope Karagounis presented the staff report and provided a brief overview of the request, the purpose of amending the requirements for the removal of election signs following an election. The new language would modify the regulation of within 7 days to remove election signs following an election to 48 hours. The amendment would require the removal of election signs to be made 48 hours following the election.

The Zoning and UDO subcommittee of Town Council met on March 1, 2023, to discuss concerns relating to the Town's regulations on election signs. The subcommittee discussed regulations from other municipalities throughout the state and determined that our regulations were very similar in nature. The subcommittee ultimately recommended to revise the time requirement for removal of elections signs following an election changing it from 7 days to 48 hours following an election. At Town Council's March 13, meeting, the full Council heard the subcommittee's recommendation and approved a motion to request staff to draft a text amendment to change the requirement for removal of signage following an election.

Commissioner Stout asked what happens if there is a runoff election would you still remove the election sign. Planning Director Penelope Karagounis stated if the election were not over, we would use our best judgement not to remove signs because of a runoff election.

Information and Discussion

Planning Director Penelope Karagounis informed the board a new Commissioner has been appointed by Town Council and her name is Erin Pratt. She will be attending the May Planning Commission and her term is for three years. Sarah Curtis was reappointed for a new three-year term.

Planning Director Penelope Karagounis also congratulated all Planning Commission members for completing their required continuing education classes. Stay tuned for a continuing education class in the late summer, early fall.

The meeting adjourned at 6:27 pm.