

Town of Pine Ridge

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May 7, 2019

PLANNING COMMISSION SPECIAL MEETING AGENDA

6:30 P.M. - Call to Order

Freedom of Information Act Compliance

Old Business

- 1. Review & Recommendation to Town Council of the Zoning & Land Development Ordinance**

New Business

No New Business

ADJOURN

TOWN OF PINE RIDGE
Planning Commission Minutes
Special Meeting
May 7, 2019

PLANNING COMMISSION MEETING – 6:30 P.M.

CALL TO ORDER

Chairman Kerr called the Planning Commission meeting to order at 6:30 P.M. with Vice-Chair Merchant and Commission Members Jowers present.

Staff present: Zoning Administrator, Viki Miller

Freedom of Information Act Compliance

Public notification of this meeting has been published, posted, and mailed in compliance with the Freedom of Information Act.

Old Business

1. Review & Recommendation to Town Council of the Zoning & Land Development Ordinance

Commission Members began reviewing the Zoning & Land Development Ordinance. Several residents and members of the public participated with their questions and concerns during the meeting.

Chairman Kerr began with Section:

1013.2 Site Plan Requirements. Chairman Kerr suggested that the same wording that had been added into Section 1011.3 and 1012.2 be added into the first paragraph, which would demonstrate compliance that the project would comply. Commission Members discussed with Mr. John Newman, who was hired by Central Midlands Council of Governments to assist the Town.

TOWN OF PINE RIDGE
Planning Commission Minutes
Special Meeting
May 7, 2019

Discussion occurred with those in attendance concerning 6)b. Specific allowable uses for each area. It was suggested to be revised to “Uses proposed to be allowed”. 6)C. A tabulation of the number of acres in each use area. This was suggested to be dropped. Mr. Newman stated that both items are crucial to the Mixed-use Planned Development (MPD) as the proposed uses and their area are needed to ensure the project complies with the definition of the MPD. Any changes in uses would fall under a minor or major change. Commission Members agreed to change to “Specific uses proposed to be allowed for each area.”

11) Chairman Kerr asked to add “demonstrate” that the project will comply with the requirements. Commission Members agreed that this will create consistency throughout the document.

11) b. Phased clearing plans – Chairman Kerr stated that more information can be found in Section 1019 on page 162.

1013.3 Action by the Planning Commission and Town Council was reviewed by the Commission.

1013.4 Development Process of Approved Mixed-Use Planned Developments was reviewed by the Commission.

1013.5 Changes to Approved Mixed-Use Planned Development Plans. The Commission discussed 1)Minor changes and 2)Major changes.

1013.6 Vested Rights was discussed by the Commission and those in attendance, specifically about how it works with phasing of a development.

1014 Conservation Design MPD & 1014.1 Conservation Design.

Chairman Kerr read aloud: Conservation design is a type of residential and/or commercial or industrial development where sixty (60) percent or more of the developable land area is designated as undivided permanent open space, thereby permanently protecting agriculturally, environmentally, or ecologically significant areas within the parcel. Commission Members Jowers was concerned about the 60% requirement. Chairman Kerr gave an example of the property behind Congaree Baptist Church where there is large acreage and potentially qualify under Section 1014.3 for Significant Lands, either erodible or wetlands. Mr. Newman stated that 60% is commonly used as the purpose of this development is conservation of lands that will protect agriculturally, environmentally or ecologically significant areas within the

TOWN OF PINE RIDGE
Planning Commission Minutes
Special Meeting
May 7, 2019

property. Chairman Kerr stated that the Comprehensive Plan natural resources goal is to “Encourage development that preserves the natural resources of the town”.

Discussion occurred with those in attendance concerning proposed subdivisions wanting smaller lots being required to rezone. Commission Members discussed minimum lot sizes, the ability to have more density in the developed areas through clustering.

1014.3(1) Significant Lands was reviewed by the Commission. Discussion occurred with those in attendance on the determining entity for Erodible Lands and the 5% slope, which is equivalent to a wheelchair ramp.

Erodible Lands - Areas of incline, whether natural or manmade, lacking sufficient vegetation to prevent instability, erosion, or downstream siltation. The key indicator for erodible lands is a slope of five (5) percent or greater. Areas with a five (5) percent slope or greater are subject to review by the USDA Natural Resources Conservation Service (NRCS). The NRCS will make the final determination regarding the area's erodibility.

A quick internet search was done showing contact and location information for the NRCS. Commission Members agreed that the last line should include “or a South Carolina registered Professional Engineer”.

1014.4 Application Process was reviewed by the Commission.

1015.1 Bonded Plat Policy. Commission Members discussed this section with those in attendance and agreed to add “construction” to Item 4) Approvals from all other applicable Federal, State, and local regulatory authorities secured.

1015.2 Bond Improvement Guarantee Application Submittal Requirements

Committee Members and those in attendance discussed if the following were the appropriate profession to approve the documents. Committee Members agreed to leave this section as originally submitted.

- 1) Engineer’s Cost Estimate prepared by a SC Registered Professional Engineer, sealed and signed
- 2) Statement of Conditions prepared by the developer or his representative
- 3) Letter of Credit or Cash Bond drafted with a minimum three (3) year expiration period
- 4) Bonded Plat prepared by a SC Registered Professional Engineer, sealed and signed

TOWN OF PINE RIDGE
Planning Commission Minutes
Special Meeting
May 7, 2019

The Committee and those in attendance discussed the following section:

1015.3 Bond Submittal Process

Committee Members and those in attendance discussed the appropriate verbiage, bonded plats and who was approving the bonds and if the town currently had a system in place to track bonds. Mrs. Miller responded that the town does not currently have a system in place but has attended training in the last two years to learn the County's system that the previous Community Development Coordinator prepared.

- 1) The estimate shall be submitted to the County Engineer for assistance in determining if the estimate is sufficient and reasonable. The Town shall add twenty-five percent (25%) to the determined estimated cost.
- 2) The Statement of Conditions shall be received by the Town and forwarded to Town Attorney for review. The approval of Planning Official is required prior to acceptance of the Bond.
- 3) Bonds will be entered into the Town tracking system and reviewed annually for construction progress. Projects built in phases will be completed and a formal request submitted to the County for acceptance into their system for maintenance.
- 4) Bonds are tracked for the benefit of the Town. The developer shall not rely upon reminders from the Town of Pine Ridge to manage the terms of the surety instrument; however, the Town will take an active role in the process and establish a relationship with the bank or insurance company. The Town will require the bank or insurance company to sign a Memorandum of Understanding (MOU) as it relates to the agreement between the developer and the Town.

Commission Members agreed to revise item one as follows:

- 1) The estimate shall be approved by the Town Council with assistance from Lexington County in determining if the estimate is sufficient and reasonable. The Town shall add twenty-five percent (25%) to the determined estimated cost.

Commission Members discussed 1015.4 Approval of Improvement Guarantee Bond & 1015.5 Phased Projects

The Planning Commission members asked Mrs. Miller to check with Lexington County on their requirements for bonding subdivisions.

TOWN OF PINE RIDGE
Planning Commission Minutes
Special Meeting
May 7, 2019

Planning Commission Members agreed to continue the discussion at the next regular meeting on Tuesday, May 28th at 6:30pm.

New Business

No New Business

ADJOURN

With no further business to discuss, Commission Member Jowers moved to adjourn, which was seconded by Commission Member Merchant. With the committee's unanimous approval, Chairman Kerr adjourned the meeting at 8:26 P.M.

Respectfully submitted,

Viki M. Miller, Zoning Administrator

APPROVED:

Chairman

Date: _____