

**Kershaw County Planning and Zoning Commission**  
**Minutes - Regular Session**  
**November 18, 2010, 5:30 p.m.**  
**County Council Chambers, 515 Walnut Street**  
**Camden, SC 29020**

Members in Attendance: Lewis Shaw, David Brown, Charles Cottingham, Karen Eckford, George Gibson, and Richard Simmons

Members Absent: Dan Matthews

Staff in Attendance: Carolyn Hammond and John Newman

**Call to Order**

Chairman, Lewis Shaw, called the meeting to order at 5:30 p.m.

**Approval of Minutes**

Karen Eckford motioned that the minutes of the October 14, 2010 regular meeting be approved. George Gibson seconded, and all voted in favor.

**Sketch Plan Application for Redevelopment of Woody Trail and Willow Lane - East Point Subdivision**

John Newman told the Commission that Carl Shealy wishes to convert duplexes on six lots on Woody Trail and four lots on Willow Lane in the East Point Subdivision into townhouses. Each townhouse unit will be on its own parcel of land, so that each of the ten existing lots will be subdivided into two separate lots for a total of twenty lots. The Planning Commission is required to review this application because twenty lots create a major subdivision; and a waiver needs to be granted because the resulting lots, which contain existing septic tanks, will be smaller than the required minimum size of one-half acre. Because the septic tanks are already in place, granting a waiver would not compromise public health and safety. He pointed out that this project is a textbook example of the meeting the Comprehensive Plan's goals of neighborhood revitalization, adaptive reuse, and home ownership. He closed by stating staff recommends the approval of the project under the condition that the plats meet submittal requirements, sidewalks and fences are installed, and the septic tanks be pumped and inspected per the existing septic tank regulations of the ZLDR.

John Wells, representing Mr. Shealy, said the duplexes and density exist, and that the units are already occupied. His client wants to be able to sell the duplexes as individual townhouse units. While the units may be sold to investors, the potential of owner-occupied units will be an improvement to the community. Each unit has its own septic tank and the lots can be divided so that each septic tank will be on an individual lot.

A discussion followed with the Commission concluding that septic tank drain fields for each unit should be located on the property of each referenced unit or be accommodated by an easement on the adjoining property. They also agreed to approve a waiver on lot size under the condition that the septic tanks be inspected and in good working order. Richard Simmons then motioned to approve the subdivision and waiver under the conditions that:

- The plat meets the submittal requirements of the Kershaw County Register of Deeds and the Planning and Zoning Department.
- The plat shows the location of the townhouse with setbacks from the property line.
- The plat shows the as-built site improvements including the locations of the sidewalk and fence or wall as required by ZLDR section 3:3.16, Conditional Uses for Townhouses.

- The applicant submits a written inspection report of the septic tank system for all platted units per the procedures required in ZLDR section 4:2.5.
- The septic tank tile fields for each townhouse unit shall be located within the property lines for each referenced unit. If this is not practicable, an easement on the adjoining property must be obtained and shown on the plat.

George Gibson seconded, and all voted in favor.

### **FY 2011-2012 CIP**

John Newman stated that the Commission had before them all the departmental information submitted to date. CIP requests from Public Works and possibly the Recreation Department will be submitted soon. He proceeded to review the requests of the following departments:

#### Assessor

The Assessor has requested CAMA and Pictometry software. Mr. Newman reported that there is an opportunity to finance this software through the vendors.

#### County Building Maintenance

Because the Federal Government is cracking down on ADA compliance, the first year of Rob Keasler's CIP gives top priority to compliance issues.

#### Economic Development

The numbers are the same as last year's CIP, but Nelson Lindsay has moved some of the projects to different years. An upgrade to the Economic Development Master Plan is a new item this year. Grant funds will pay for \$20,000 of the master plan cost.

#### Fire Services

Grants have been acquired to fund full-time firefighters and upgrades for their quarters will need to be made at two fire stations. Also requested are generators for each of the twelve fire stations.

#### Information Technology

None of the projects on the list are new. The phone system is currently being installed. Phone upgrades for the Sheriff's office and library will be next. The requested Microsoft exchange server would be of great benefit to all County staff. Work station replacements have been funded through the general fund and it would be good if that continues.

#### Library

The library has removed, for now, all of its CIP requests except a \$6500 energy and safety audit.

#### Planning and Zoning

P&Z has requested a transportation study that needs to assess the County's current state of transportation, possible funding sources, and the CTC and its funding mechanism. The transportation study will also be incorporated into the 5-year update of the Comprehensive Plan which now requires a Priority Investment Element and a Transportation Element.

#### Utilities-Sewer

Russell Wright has added a request for an update to the Sewer Master Plan. This, according to John Newman, needs to be done in concert with the Comprehensive Plan. The Commission noted that backup generators have been requested for each year of their CIP. They want to know if it would be possible for Utilities-Sewer and Fire Services to share portable generators. David Brown will discuss this with Russell Wright, and John Newman will discuss it with Gene Faulkenberry. They will report back at the next meeting.

A timeline and methods of presenting the CIP to County Council were discussed. John Newman will provide, at the next meeting, a CIP timeline. Prior to finalizing the CIP priorities list, the Commission

would like to get the Administrator's input on his priorities. Also at the next meeting, criteria for making priorities will be set. The December 2, 2010 work session has been cancelled.

The Chairman requested that John Newman supply a list of projects the Planning Commission needs to place priority on during 2011.

**Staff Report on County Council Actions Concerning the Planning Commission**

John Newman reported that County Council passed, 6-1, with Councilman Smoke opposing, third reading on Dennis Richardson's request to rezone 651 Wildwood Lane from R-15 to RD-2.

**November 30, 2010 Planning Official Annual 3-Hour Training**

Those who have not completed their annual continuing education training were reminded that a session will be held on November 30, 2010.

**Adjournment**

At 6:35 p.m., the Chairman called for a motion to adjourn. David Brown motioned, George Gibson seconded, and all voted in favor.

Respectfully submitted,

*Carolyn B. Hammond*

Carolyn B. Hammond  
Secretary