

The McClellanville Planning Commission met on the above noted date and time in person. Notice of the meeting was published in compliance with the Freedom of Information Act. Planning Commission members present were Ginny Prevost (Chair), Dan Fifis, and Oliver Thames. Scott Youngblood and Adam Freeze were absent. Town Administrator Michelle McClellan, Zoning Administrator Kathryn Basha, Assistant Planning Director of the BCDCOG Megan Clark and Planner Eddie Bernard were all present. Allen Dupre and Elizabeth Campsen from the Zoning Review Committee were also present.

Chair Prevost opened the meeting asking Commissioners to review the minutes from the previous meeting on May 22, 2025. Mr. Fifis said the fifth paragraph on page three should have a period after the word signs. Mr. Thames indicated that paragraph four on page 2 that it should read 'starter house' rather than started house. Mr. Thames made a motion to approve the minutes with the noted corrections which was seconded by Mr. Fifis. All were in favor.

Chair Prevost introduced the next item which was review of the zoning code revisions. The definitions were first reviewed. Ms. Basha indicated that she preferred to see single housekeeping unit rather than family given family means many things today. Mr. Bernard pointed out that the formatting at the bottom of the pages has a line running through some text like on page 11. These formatting issues are a result of the formatting for the web links and will be addressed when the ordinance is cleaned up with the final revisions.

Chair Prevost introduced the next item which was the zoning summary. Ms. Basha indicated that the Committee had determined short-term rentals should not be in the Marine District but never addressed whether they could be in the residential transition (RT) district. She noted if the Committee/Commission were allowing them in the highway commercial, they could consider the RT district since the residential transition zone can only potentially be mapped abutting highway commercial. Conversation continued about short term rentals throughout all zones and the pros and cons. Ultimately Vacation (AKA Short Term rentals) are a conditional use wherever allowed. Ms. Basha summarized that it would be possible to write the ordinance to allow short-term rentals in the residential zoning districts with the additional condition that an owner resides full-time on the property.

Chair Prevost moved onto the next page of Vacation Rental revisions and Ms. Basha noted that a definition of bedroom has been added to Article XIV. Ms. Basha spoke about the impervious surface definition and lot coverage and said that she wanted to go through the zoning districts to determine the preferred numbers for each since the Committee's recommendation that Lot Coverage is inclusive of Impervious surfaces and therefore may need to be increased in maximums. The next subject discussed was the possibility of having half-acre residential lots in the highway commercial district. The main concerns expressed earlier were having numerous driveways on Hwy 17, which was a policy determined when the HCD was originally drafted. How lots can be arranged and the potential for sides and rears of houses facing Hwy 17 and frontage or backage roads and shared drives were discussed. Ms. Clark mentioned that this could be addressed by making subdivisions of single family homes in the HCD a conditional use. The conditions would need to include having a maximum 1,500 SF structure as well, which has been discussed as a smaller cottage to help maintain affordability. The next topic was sidewalks and whether they should be installed with the development or not. With installation as properties develop, there may be gaps in the sidewalk for lengths of time until everything is developed. Getting an easement for a future sidewalk and taking sidewalk bonds from property owner as they develop has challenges as well with inflation and the eventual need to build it all at one time with the possibility of some properties having not paid in if not developed at the time. The recommendation was to leave the ordinance as it reads, which is have them installed with development. The next item discussed was trees in buffers to remain at 4 trees per 100' given their alignment can be staggered within the width and length of the buffer. Ms. Basha discussed the next item which was yard encroachments. These were previously addressed in accessory uses and moved this out so that it applies to principal structures also. Ms. Campsen asked about the yard encroachments and generators. Ms. Basha clarified generator stands would still need to be meet the 5'

accessory structure setback. Chair Prevost brought up concerns with consistency with public notice requirements and was concerned with these not being advertised in the paper. Ms. McClellan said the Town would continue to advertise meetings annually in the Post and Courier, but not be required to put changes in meetings dates in the newsletter, website and posted at Town Hall (saving the \$60 advertisement cost each time). Chair Prevost was agreeable to the explanation. Chair Prevost discussed the next item, which was the allowed use chart. She was pleased with it and acknowledged this was brought up by Ms. Campsen in earlier zoning committee meetings. Ms. Basha said she had an intern finishing the flow charts for processes and would have them work on a use by district chart.

Ms. Prevost then brought up Bed and Breakfast uses for discussion. Ms. Campsen mentioned that they have been separated to be more distinct, distinguishing between a bed and breakfast home and inn. Noise concerns need to be added in. Mr. Fifis brought up that as it read breakfast could not be served and it was determined this was a typo and should read that other food could not be served other than breakfast and snacks. Vacation rentals were next discussed. Ms. Basha brought up the sleeper sofa question as to how to deal with counting them. The ordinance read that that 2 people per bedroom plus one addition per 60 extra square feet of bedroom up to 12 person maximum, but that the septic systems may be approved for more bedrooms than constructed. Ms. Basha brought up the final item which was buffers and screening, with the addition of the buffer for critical areas. It was noted that vision corridors need to be defined. Chair Prevost had concerns with how to police it, but the use of heavy equipment should not be allowed in the vision corridor and needs to be in the ordinance.

Members of the commission asked about the tree grant and Ms. McClellan said that it was approved and that we will soon be sending out RFPs. It will be for revisions to the tree ordinance, attendance at educational seminars for members of the Tree Committee and updating the Town's public tree inventory. A second grant was approved for getting the Town's tree canopy mapped which will outline the percent canopy currently existing in Town.

The next meeting will be in late August or September for the public hearing.

Mr. Fifis made a motion to forward this document with recommendations for adoptions with discussed changes to be reviewed by the Town attorney which was seconded by Mr. Thames with all in favor.

Mr. Thames made a motion to adjourn. Mr. Fifis seconded the motion and all were in favor.

Respectfully submitted

Eddie Bernard

Eddie Bernard, RLA

Planner