Town of McClellanville
Planning Commission Meeting and Public Hearing
June 22, 2026
Minutes

In attendance: Chair: Ginny Prevost, Dan Fifis, Oliver Thames, Adam Freeze, Scott Youngblood. Also in attendance: Kathryn Basha (Zoning Administrator), Michelle McClellan (Town Administrator), and Malcolm Baldwin.

The McClellanville Planning Commission met on the above-noted date and time. Notice of the meeting was published in compliance with the Freedom of Information Act.

Item 1: Chair Ginny Prevost called the meeting to order.

Item 2: Approval of Minutes

January 20 Meeting - Motion to approve minutes as written: Oliver Thames. Second: Scott Youngblood. Approved.

February 19 Public Hearing - Motion to approve minutes as written: Adam Freeze. Second: Oliver Thames. Approved.

February 19 Workshop - Motion to approve minutes as written: Scott Youngblood. Second: Dan Fifis. Approved.

Item 3: Public Hearing: Carolina Seafood Planned Development Amendment

Chair Ginny Prevost opened the public hearing. Kathryn Basha provided a synopsis of the amendment.

Background: The Town acquired a portion of the Carolina Seafood planned development property and placed it under a conservation easement. The amendment updates the PD site/concept development plan and statement of intent to reflect the resulting land use changes, primarily converting former Tracks J, K, and L and a portion of Track A into designated open space (now Track A2). The net effect is more open space and revised acreages. Tracks G, H, and I remain undeveloped. It was confirmed that Track I (1.02 acres) is not part of the conservation easement.

Discussion: The Commission reviewed the proposed concept plan and changes from the most recent amendment approved in 2023 and identified the following items requiring minor clarification before submission to council:

- Road dedication language (county vs. town) to be confirmed and corrected in the site plan or statement of intent
- Page numbering in the statement of intent to be corrected

- Original buffer and path exhibit to be attached for council's reference
- Highway 17 access: Two additional access points from Highway 17 are permitted into Tracts A and A-2 for consistency with the Highway Overlay Plan adopted by the Town in 2001. Per the HC zoning district, these two points are required to be 250 feet apart. Alternative access to Tract A-2 could be provided via North Pinckney Street also available
- Future development of remaining tracks (G, H, I) would be accessed via Graham Farm Road or Leland Creek; any deviation from established zoning would require the applicant to return to the Commission

Applicant Malcolm Baldwin confirmed the revisions are primarily corrective and expressed comfort with the Commission's findings.

Motion to Close Public Hearing: Commissioner Dan Fifis made a motion to close the public hearing. Commissioner Oliver Thames seconded the motion. All commissioners voted aye and the motion carried. The public hearing was closed and the regular meeting reconvened.

Motion to Submit to Council: Commissioner Freeze made a motion to submit the Carolina Seafood Planned Development amendment to Town Council for first reading, with the clarifications discussed. Commissioner Scott Youngblood seconded. All commissioners voted aye and the motion carried. *Note: Staff to confirm whether council may accept the Planning Commission's public hearing in lieu of holding its own, per the applicable ordinance.*

Item 4: Leland Creek Road Boat Storage Expansion

Commissioner Adam Freeze recused himself as owner of the subject property. A completed recusal form was submitted to the Town Administrator.

Background: The Design Review Board (DRB) reviewed the proposal at its June 16 meeting and requested the applicant return with additional information regarding building design and buffers. The DRB met again the week prior to this meeting; its findings are pending. The Planning Commission's review is concurrent with the DRB and is limited to zoning compliance.

Buffer and Site Plan Discussion: The Commission reviewed buffer requirements under the Highway Commercial district and the conservation easement:

- *Cape Romaine frontage:* 10-foot buffer confirmed as proposed
- *Rear buffer (power line easement):* 10-foot natural undisturbed space; existing scrub vegetation to remain where possible; tall pines to be selectively removed only
- *Town-owned open space behind proposed buildings:* Lowcountry Land Trust holds the conservation easement. The easement document permits the Town (as grantor) to authorize tree removal. Lowcountry Land Trust has verbally approved selective pine removal; written confirmation is still pending. Staff noted that wax myrtles and scrub vegetation should be retained for stormwater management
- *Building 4 (adjacent to office space, same parcel):* No buffer required

- *Stormwater pond boundary:* Vegetation along pond banks to remain undisturbed to maintain bank stability

Buildings and Fencing: Buildings were renumbered 4, 5, and 6 for clarity (previously labeled A, B, C, D on earlier plans). New structures will include walls and doors, which are required for insurance purposes. Chain link fencing will be reconfigured; existing fencing along the Leland Creek frontage will be retained.

Vote - Motion to approve the Leland Creek boat storage expansion site plan as proposed: Commissioner Oliver Thames. Second: Commissioner Dan Fifis. All commissioners, with Adam Freeze's recusal, voted aye and the motion carried.

The Commission's review of this item is complete. The matter returns to the DRB (expected July 2026) for final design review. No further Planning Commission action is anticipated.

Old Business

Dollar General property has been sold to a new owner. The new owner leases the building and property to Dollar General, which operates the business. The property owner bears responsibility for exterior/site compliance. Some parking lot improvements were noted, though the Commission observed that conditions remain a concern. Staff will continue to send letters regarding outstanding compliance matters.

Staff Transition: The Commission acknowledged the retirement of Kathryn Basha, Zoning Administrator from the BCDCOG. The Chair expressed appreciation for her service and noted that a transition plan is in progress. Per state retirement system rules, Ms. Basha is unavailable to work in any capacity for 30 days. Staff is working to fill the role.

There being no further business, Commissioner Fifis made a motion to adjourn. The motion was seconded by Commissioner Thames. The meeting was adjourned at 6:35 PM.

Michelle McClellan
Town Clerk