



TOWN OF IRMO PLANNING COMMISSION

Agenda

Monday, June 12, 2023, at 6:00 p.m.

Municipal Building

7300 Woodrow Street | Phone: 803.781.7050

- I. Call to Order
- II. Invocation
- III. Minutes
 - a. Approval of the minutes of the April 25, 2023 Planning Commission meeting
- IV. New Business
 - a. Consideration of a text amendment to multiple locations within the Town of Irmo Zoning and Land Development Regulations concerning fees
 - b. Consideration of a text amendment concerning the appropriate zoning of self-storage facilities
 - c. Consideration of a text amendment concerning special exceptions for car washes
- V. Comments
- VI. Adjournment

In compliance with the FOIA, a copy of the agenda was provided to the local news media and persons requesting information.

IRMO PLANNING COMMISSION
MEETING MINUTES
Tuesday April 25, 2023

MEMBERS PRESENT

Edward Wadelington – Chair
Robert Cox – Vice Chair
Michelle Carpenter
Judy Deloach
Clint Scoville
Joseph Murphy
Edward Greco

MEMBERS ABSENT

OTHERS PRESENT

Doug Polen, Assistant Administrator
Karley Lever, Zoning Clerk

“The agenda was published and posted on April 21, 2023, to meet FOIA requirements.”

I. CALL TO ORDER:

The Irmo Planning Commission held a regular meeting on Tuesday, April 25, 2023, in the Irmo Municipal Building located at 7300 Woodrow St, Irmo, SC 29063. Mr. Wadelington called the meeting to order at 6:00 p.m.

II. APPROVAL OF AGENDA:

Mr. Murphy made a motion to approve the agenda, seconded by Mr. Cox. The vote to approve the agenda passed 6-0 (Ms. Carpenter was not yet in attendance).

III. APPROVAL OF MINUTES

Mr. Murphy made a motion to approve the minutes, seconded by Mr. Cox. The vote to approve the minutes was approved 6-0.

IV. NEW BUSINESS

A. Election of Chair & Vice Chair

Mr. Scoville made a motion to approve Mr. Wadelington to Chair, Mr. Greco seconded that motion. The vote was approved 6-0. Ms. Deloach made a motion to approve of Mr. Cox as vice chair, Mr. Murphy seconded, vote was approved 6-0.

B. Consideration of an application to rezone 4.54 acres located at the NE corner of Muskrat Run and Emerald Cove. Richland County TMS R03202-01-16. From RG General Residential, to FA Fringe Agricultural

Ms. Carpenter arrived during item discussion.

Mr. Murphy made a motion to approve the rezoning of 4.5 acres located at the NE corner of Muskrat Run and Emerald Cove and Mr. Cox seconded the motion, vote was approved 7-0.

C. Consideration of Plat, Subdivision Name, and Street Names for Bickley Station, 11 acres located along Palmetto Wood Parkway, Lexington County TMS 001999-02-005 &-061

Mr. Cox made a motion to approve, and Mr. Murphy seconded. Commissioners then went into discussion. Mr. Greco had several questions regarding the name of the subdivision being called Bickley Station, considering that several roads have similar names, would this potentially cause confusion for the police and fire. Especially since there is already currently a Bickley Estates.

Josh Rabon, Vice President of Civil Engineering of Columbia and engineer for this project, stated that eight or nine names were submitted to the County for review of names. All names will have to be approved by 911 and the County of Lexington. Phillip Reames with Great Southern Homes, also spoke. Discussion points also included stormwater ponds, parking, the square footage of the homes, and upgraded electric service for electric vehicles.

The vote passed 6-1 with Mr. Greco abstaining.

D. Consideration of a text amendment to Article 3, Zoning Regulations for Use of Lots; Table 2, Schedule of Lot Area, Yard, Setback, Height, Density, Floor Area, and Impervious Surface Requirements, by District of the Town of Irmo Zoning and Land Development Regulations

During the discussion of the ordinance to create separate conditional use requirements for townhomes and multi-family housing, Town Council noticed a discrepancy in Table 2 of the Zoning Ordinance, which describes lot requirements. Specifically, the maximum residential density counts either weren't exact or they could be misleading based on housing type. As such, the recommendation was made by Council to remove the line describing Maximum Residential Density and add further detail to note describing various housing types.

Staff further has minor edits to this chart, such as making residential setbacks N/A in the Light Manufacturing zone, as residential is not a permitted use in the LM, as well as removing Note F, as there is currently no reference to a Note F and accessory unit setbacks are covered elsewhere in the Code. The only addition is clarification to the lot size of duplex units, as that was not previously detailed in the Code. Duplex lot sizes have been set at 8,000 sf for each two-unit structure.

Mr. Polen, Assistant Town Administrator, gave an overall view of what Council was thinking by removing the line from ordinance. In 2022 at the time of the original Bickley Station rezoning, there was a question as to whether patio homes were allowed in the RS district. It was decided that such homes should be allowed in the RS district, and this amendment clarifies that decision.

Mr. Greco made a motion for a proposed amendment to Table Reference D.2., which would state "Patio and Zero Lot Line Homes: 3,000 s.f. per unit on average, *with a maximum of six units per acre.*" Mr. Wadelington seconded.

Mr. Polen asked for clarification - would this be per gross or net acre? Mr. Cox made a motion to amend the amendment to include "six units per *net* acre." Mr. Greco seconded.

The vote on the amendment to the amendment, to add the word *net*, passed 7-0.

The vote on the amendment, to add the line *with a maximum of six units per acre*, passed 7-0.

The vote on the text amendment itself passed 7-0.

V. COMMISSIONERS REQUESTS/COMMENTS

Mr. Polen stated that the Town is currently working on an update to the 2017 Comprehensive Plan, and he hopes to have that amendment to the Planning Commission in June. Additionally, the Town is budgeting to hire a consultant to perform a full, new Comprehensive Plan this upcoming budget year.

Also, discussion was held on when to schedule Planning Commission meetings going forward. It was decided that the Planning Commission will meet on the second Monday of the month.

VI. ADJOURNMENT

There being no further business, Mr. Greco made a motion to adjourn, seconded by Mr. Scoville. Motion passed 7-0. The meeting adjourned at 6:57 pm.

ATTEST:

Zoning Clerk / Designee

Chair



Staff Report

Amendment to the Zoning Ordinance

DATES: Planning Commission: June 12, 2023
First Reading: June 27, 2023
Second Reading: July 18, 2023

TO: Irmo Planning Commission and Town Council

FROM: Douglas Polen, Assistant Town Administrator

SUBJECT: Zoning Ordinance Amendment

ACTION REQUESTED: Consideration of a text amendment to multiple locations within the Town of Irmo Zoning and Land Development Regulations concerning fees

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Background

Beginning in Fiscal Year 2023-2024, the Town of Irmo is implementing a Master Fee Schedule, detailing all fees Townwide. As part of this initiative all references to specific fee amounts in the Municipal Code and Zoning Ordinance must be removed. This way, all fee changes in the future will only require that the master schedule is changed.

In the Zoning Ordinance, specific fees are referenced four times:

Sec. 2-3.14 – Special Exception for Wireless Communication (Cell) Towers and Permit Requirements for Co-Location of Antenna on Existing Towers

F. Permit requirements for the erection or placement of a tower or antenna shall be accompanied by the following:

1. \$200.00 processing fee or fee as later set by Town Council.

Sec. 2-3.14(1) – Permit Requirements for Co-location

- A. Processing fee of \$200 or fee as later set by Town Council.

Sec. 2-4 Temporary Uses

G.4. Food Trucks and Trailers - "...There is a separate \$35 permit fee charged to each food truck and/or trailer."

Sec. 4-6.13(3) Replacement of Trees Removed

The Town may, at its discretion, assess a replacement fee of \$300.00 per tree for each tree removed to the individual, group, or agency requesting the removal.

Proposed Changes

Staff proposes replacing all references to exact dollar amounts with the phrase "a fee to be determined by Town Council."

Staff Findings

Staff recommends **APPROVAL** of this ordinance change.



Staff Report

Amendment to the Zoning Ordinance

DATES: Planning Commission: June 12, 2023
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Second Reading: July 18, 2023

TO: Irmo Planning Commission and Town Council

FROM: Douglas Polen, Assistant Town Administrator

SUBJECT: Zoning Ordinance Amendment

ACTION REQUESTED: Consideration of a text amendment concerning the appropriate zoning of self-storage facilities

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Background

Self-storage units and mini warehouses have recently become an issue in the Town of Irmo and nationwide. Such operations are increasingly locating on prime commercial property along major roads. In March the Town of Lexington amended their zoning ordinance to only permit such facilities in their industrial district, and the Town of Irmo is seeking the same.

This amendment requires a change to the use table. Also, Staff feels that the buffer requirements of the Light Manufacturing district should be updated as LM District-only uses should be buffered from all residential and commercial uses, not just residential only.

Proposed Changes

Table 1

Schedule of Permitted, Conditional, and Special Exception Uses and Off-Street Parking Requirements by Zoning District

Use	NAICS Code	RS	RG	CO	CN	CG	LM	FA	Parking Standards
Leasers of mini warehouses and self-storage units	53113			SE		SE	SE		Refer to special exceptions

4-1.4 Determination of Buffer Area Requirements

- D. Type D buffer area required. Wherever a new or fifty percent enlargement of an existing industrial, warehouse, outdoor storage, or other use permitted only in the LM district is proposed for a site or lot adjoining ~~an RS or RG~~ any other zoning district ~~or an existing residential use in other zoning districts~~ with no intervening public or private street or right-of-way of 18 feet or greater, a type D buffer area shall be provided along the boundary of the adjoining residential district's property line.

Staff Findings

Staff recommends **APPROVAL** of this ordinance change.



Staff Report

Amendment to the Zoning Ordinance

DATES: Planning Commission: June 12, 2023
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TO: Irmo Planning Commission and Town Council

FROM: Douglas Polen, Assistant Town Administrator

SUBJECT: Zoning Ordinance Amendment

ACTION REQUESTED: Consideration of a text amendment concerning special exceptions for car washes

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Background

With the continued increase of car wash-only businesses in the Town of Irmo, Staff is proposing changes to the appearance of such facilities. Earlier in 2023 Council passed an ordinance making self-storage warehouses a special exception use whereby landscape buffers and exterior appearance are to be approved by the Zoning Board of Appeals. Staff is proposing to do the same with car wash-only businesses. Car washes serving as an accessory to gas stations are not affected by this ordinance.

Proposed Changes

Table 1

Schedule of Permitted, Conditional, and Special Exception Uses and Off-Street Parking Requirements by Zoning District

Use	NAICS Code	RS	RG	CO	CN	CG	LM	FA	Parking Standards
Carwashes	811192					P SE	P SE		Refer to special exceptions

2-3.18 Special Exceptions for Car Wash Facilities

- A. The Zoning Board of Appeals shall approve all buffer landscaping on the exterior lot lines of any such proposed facilities.
- B. The Zoning Board of Appeals shall approve all exterior building materials, colors, and appearance for any and all structures located within such proposed facilities.
- C. Such approvals are only required for separate car wash facilities. Car washes as an accessory use to a gas station are permitted by right.

Staff Findings

Staff recommends **APPROVAL** of this ordinance change.