

**AGENDA**  
**PLANNING COMMISSION**  
**City of Westminster**

**Monday, February 26, 2024**

**6:00PM**

**Regular Meeting**

**Westminster City Hall**  
**100 E. Windsor St,**  
**Westminster, SC 29693**

## **Westminster Planning Commission**

**February 26, 2024 Meeting**

**6:00pm- City Hall**

### **Swearing in of Planning Commission Members by Rebecca Overton, City Clerk:**

- Mr. Jarrod Brucke, completing the term ending in 2025.
- Mrs. Sandra Powell, completing the term ending in 2026.

### **Call to Order**

### **Invocation and Pledge of Allegiance**

### **Certification of Quorum**

### **Comments from Staff**

- Update: HWY 123 Masterplan through SCAPA's Community Planning Assistance Program.
- Next Scheduled meeting will be March 18, 2024 at 6:00pm at City Hall.

### **Routine Business**

#### **Item #1: Consideration of Minutes from January 22, 2024**

### **New Business (Moved)**

#### **Item #2: Public Hearing and Consideration of Zoning Amendment Application #2024-001:**

*The City Council remanded the application to be reevaluated by the Planning Commission due to an error by City Staff. Staff was unaware and did not communicate that the structure on the Pritchard St property had been condemned. The Commission should consider all parcels. The Planning Commission tabled conversation regarding the Darlene Lane properties until the property owner could present his plans.*

*Applicant requests to rezone two parcels located off Darlene Lane and one located at 104 Pritchard Street (TMS# 530-10-04-031, 530-10-04-028, and 530-10-04-027) from R25 to GR. Properties adjacent to the Darlene Ln parcels (TMS # 530-10-04-028, and 530-10-04-027) are currently zoned for GR. The parcel located on Pritchard St is not adjacent to any other GR.*

*The property owner has indicated to staff that he would place mobile homes or small homes on the property. He owns property with additional mobile homes in the area. He would*

*qualify as a mobile home park (three or more homes operating in the same area with any additional mobile homes).*

## **Old Business**

**Item #4: Future Land Use Map Quadrant 2 Workshop (Materials to be provided at meeting)**

## **Adjourn**

**City of Westminster**  
**MINUTES OF THE PLANNING COMMISSION**  
**January 22, 2024, 6:00 pm**  
**Westminster City Hall**

The meeting was called to order at 6:00pm. In attendance were Ben Lewis, Lacey Moore and Truman Holbrooks

Assistant to the City Administrator, Regan Osbon  
City Clerk, Rebecca Overton  
Mayor, Brian Ramey  
Council Member, Dale Glymph

**Swearing in of Planning Commission Members**

City Clerk, Rebecca Overton swore in Planning Commission Members Lacey Moore and Ben Lewis.

**Invocation and Pledge of Allegiance**

Mr. Holbrooks led the Board in the invocation and Pledge of Allegiance

**Certification of Quorum**

Rebecca Overton certified a quorum

**Comments from Staff**

Mr. Osbon informed the Board that there would be some upcoming annual training opportunities for members. He also stated that the City has the opportunity to participate in a Highway 123 Masterplan through SCAPA's Community Planning Assistance Program.

**Approval of Minutes**

Upon a motion by Mr. Holbrooks and seconded by Mr. Lewis, the motion to approve the November 20, 2023, meeting minutes passed unanimously.

**Consideration of 2024 Planning Commission Meeting Schedule**

Upon a motion by Mrs. Moore and seconded by Mr. Lewis the 2024 Planning Commission Meeting Schedule passed unanimously.

- January 22, 2024
- February 26, 2024
- March 18, 2024
- April 15, 2024
- May 20, 2024
- June 17, 2024
- July 15, 2024

- August 19, 2024
- September – No Meeting
- October 21, 2024
- November 18, 2024
- December – No Meeting

#### **Public Hearing and Consideration of Zoning Amendment Application #2024-001**

Mr. Osbon informed the Board that the applicant is requesting to rezone two parcels located off Darlene Lane and one located at 104 Pritchard Street (TMS #530-10-04-031, 530-10-04-028, and 530-10-04-027) from R25 to GR. He added that properties adjacent to the Darlene Lane parcels are currently zoned for GR and the parcel located on Pritchard Street is not adjacent to any other GR. Mr. Osbon also informed the Board that the property owner has indicated to staff that he would place mobile homes or small homes on the property.

Upon a motion by Mr. Holbrooks and seconded by Mr. Lewis, the motion to table the rezoning request of the Darlene Lane parcels passed.

Upon a motion by Mr. Lewis and seconded by Mr. Holbrooks, the motion to deny the rezoning request of Pritchard Street passed unanimously.

#### **Future Land Use Map Quadrant 1 Review**

Mr. Osbon reminded the Board that over the past year they had been updating and reviewing the Future Land Use Map which is part of the Comprehensive Plan. Mr. Osbon led the Board in more review of the Quadrant 1 area.

The Board reviewed the Quadrant 1 areas and made recommendations that will be documented in an updated map.

#### **Adjourn**

Upon a motion by Mr. Lewis and seconded by Mrs. Moore, the motion to adjourn the meeting passed unanimously.

(Minutes prepared by Rebecca Overton)

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Sandra Powell, Chairperson



#2024-001

## ZONING AMENDMENT APPLICATION

Code Compliance and Development Office  
100 E Windsor St, Westminster, SC 29693-0399  
864-647-3200 x 105 [www.westminstersc.org](http://www.westminstersc.org)

**Notes and Instructions:**

Zoning amendments should be consistent with the comprehensive plan. A pre-application meeting prior to submission of a zoning amendment application is recommended. The form below must be fully executed and signed by the property owner(s) and submission of the required information and application fee paid before the scheduling of a public hearing.

APPLICATION & PUBLIC NOTICE INFORMATION			
APPLICATION DATE:	ZA		
PUBLIC HEARING DATE:	Jan 22, 2024	RECEIVED BY:	Reagan Osborn-D
PROPERTY POSTED DATE:		FEE:	Paid \$75 - 20
PUBLICATION DATE:		RECEIPT #:	
SUBJECT PROPERTY INFORMATION			
STREET ADDRESS:	Danvers Lane	TMS/PIN #:	
DEED BOOK/PAGE #:		PLAT BOOK/PAGE#:	
SUBDIVISION NAME:	N/A	BLOCK:	N/A
		LOT:	N/A
		AREA SQ. FT.	29,587
		CURRENT ZONING:	RAG MF
		PROPOSED ZONING:	GR
OWNER(S) OF RECORD			
OWNER(S) NAME:	Jordan Robert Elliott		
MAILING ADDRESS:	353 Hopkins Road Townville, SC 29689		
PHYSICAL ADDRESS:			
HOME PHONE:	864.985.4444	WORK PHONE:	Same
CELL PHONE:	Same		
EMAIL:	bobelliott997@gmail.com		
<input checked="" type="checkbox"/> I (We) certify that the information submitted is true and accurate; there are no recorded deed restrictions or restrictive covenants that apply to this property which are contrary to, conflict with, or prohibit the permitted activity being requested.			
<input type="checkbox"/> I (We) appoint the below named person as my (our) agent to represent me (us) in this request for zoning amendment.			
DATE:	10-03-2023	OWNER(S) SIGNATURE Jordan Robert Elliott	
OWNER(S) AGENT/DESIGNEE			
AGENT NAME:			
MAILING ADDRESS:			
PHYSICAL ADDRESS:			
HOME PHONE:		WORK PHONE:	
CELL PHONE:			
EMAIL:			
DATE:		AGENT/DESIGNEE SIGNATURE:	

DESCRIPTION OF REQUEST (Answer all questions under this section)

A. Describe the existing uses of the subject property and the existing site improvements, buildings, and activities:

Land is vacant at this time

B. Describe the proposed uses of the subject property and the proposed site improvements, buildings, and activities:

Proposed use of property would be GR which would allow for more consistency of the applicants property

C. Describe the existing land use and zoning district classification of all abutting properties:

Open land, undeveloped, Adjoining properties are zoned R2S & GR

D. Describe how the existing conditions have changed making the request valid:

I am attempting to make the proposed zoning change so that my property has as few zoning classifications as needed.

E. Describe how the proposed amendment will answer the changes of conditions:

This zoning classification change would allow the applicants property to have one zoning classification.

F. Describe how the proposed amendment furthers the objectives of the comprehensive plan:

The requested zoning change would help eliminate a single piece of property having more than one zoning classification.

SUBMITTAL CHECKLIST

☐ PRE-APPLICATION CONFERENCE

Date:

☐ SITE PLAN - (1"=20' Scale or larger) showing boundaries, buildings, site-improvements with setbacks for each.

☐ ELEVATIONS if new construction or addition.

☐ TRANSPORTATION ANALYSIS, if requested.

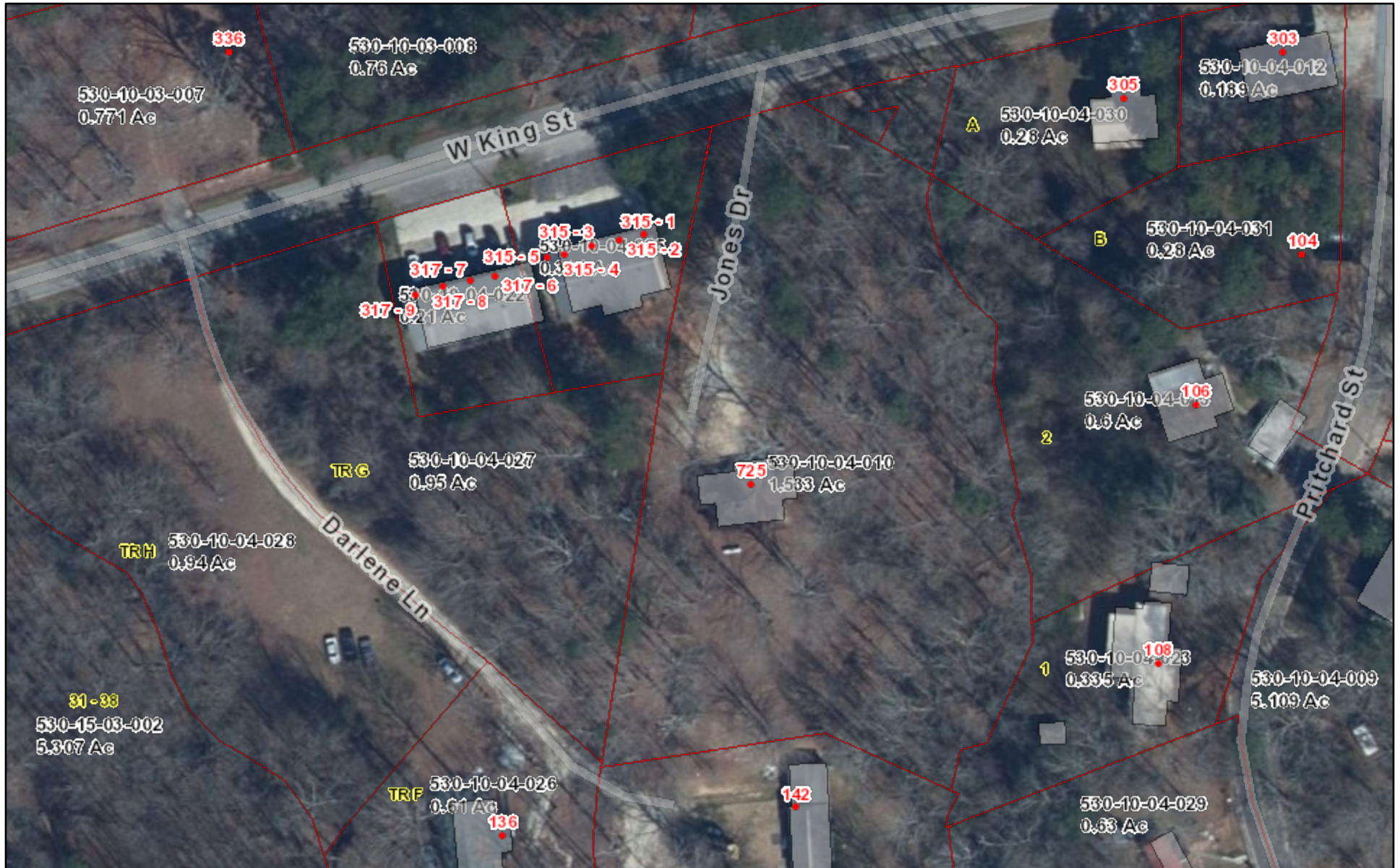
☐ CONCEPTUAL MASTER PLAN, if request.

☐ ADDITIONAL INFORMATION, if requested.

☐ OTHER:

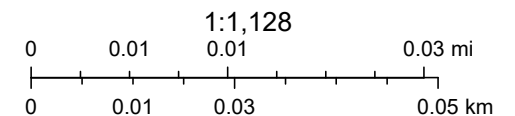


# Property Map Zoning Application 2024-001



1/9/2024, 2:08:25 PM

- Addresses
- Buildings\_2020
- Roads
- Parcels
- Land Hooks



Imagery collected in 2020 by Kucera International. Imagery is managed by Adam DeMars, South Carolina State GIS Coordinator and hosted by ESRI.,

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Hart EMC, Esri, HERE, Garmin, GeoTechnologies, Inc., USGS, EPA | Imagery collected in 2020 by Kucera International. Imagery is managed by Adam DeMars, South Carolina State GIS Coordinator and hosted by ESRI. |

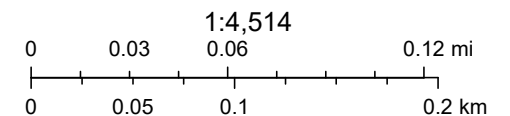


# Property Map Zoning Application 2024-001



1/9/2024, 2:24:16 PM

- Addresses
- Roads
- Parcels
- Buildings\_2020
- Land Hooks



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