

**Planning Commission  
Minutes  
February 28, 2017**

**MEMBERS PRESENT:** Winfred Pieterse, Gerald Williams, Bernard Jones, Paul Smith, Chris Moore, & Joan Schmid

**MEMBERS ABSENT:** Brittany Johnson

**OTHERS PRESENT:** Matt Millwood & Cindy Thompson

- I. **Call to Order**
- II. **Minutes:** The minutes for January 24, 2017; **Mr. Chris Moore made a motion to approve the minutes as submitted, seconded by Mr. Paul Smith; the motion carried unanimously.**
- III. **Public Hearing: None**
- IV. **Consideration:**
  1. **Review and recommend a text amendment request from the City of Georgetown to Article VII, Section 702.2 (Minimum Area of PD) of the City of Georgetown Zoning Ordinance.** **Matt Millwood/City Staff** told the Board that this agenda item was tabled from last month and is back for a recommendation to the Mayor and Council. The 2011 Comprehensive Plan changed the requirement from a minimum of 5 acres to a minimum of 10 acres; currently if someone wanted to establish a PD (Planned Development) they would have to have 10 continuous acres. Many interested parties feel that requirement is too much. Staff has rewritten it to make it a minimum of 5 contiguous acres of developable land. Developable land shall exclude any wetlands, required open space, drainage ponds, and easements. **Mr. Pieterse** said the reason the Commissioners moved the required acreage to 10 is because so many developers were coming in and trying to put PD's all over one area, that were never completed. This new ordinance will make the owners have to have at least 5 contiguous acres of developable land, and would give more opportunity for developers to come in the area, Matt said. **Ms. Joan Schmid** said she has done more research on the request and found that there is no magic number for the amount of acres. It just depends on how much time the City wants to put into developments and all the elements that a PD requires.

**Public Input: None**

**Motion: Mr. Paul Smith made a recommendation to approve the minimum of 5 contiguous acres of developable land that shall exclude any wetlands, and require open space, drainage ponds, and easements, seconded by Ms. Joan Schmid; the motion carried 5 to 1 by a roll call vote. (Mr. Pieterse cast the descending vote)**

2. **Review and recommend an ordinance on Short Term Vacation Rentals.** **Matt Millwood/City Staff** told the Board that lately there has been an influx of online advertisement for BRBO, and others that rent out people's homes for short term (6 months or less) we feel this is a commercial business and the owners should be required to have a business license. We have looked at many other states for ideas to put together an ordinance. The City has many complaints from neighbors that experience the late night noise from weddings and parties. The finance department has been notified and they feel that there does need to be something in place for this. The city is not trying to stop home

rentals, however there needs to be something in the ordinance. **Mr. Gerald Williams** asked if there was a large percentage of houses being used for rentals. **Matt** said there are just about 4 or 5 houses being advertised on the internet at this time, but we would like to get ahead of it so that it will not become a problem in the future. **Mr. Williams** asked if the City is receiving complaints. **Matt** said yes complaints have come in especially during the wedding season. The City wants to allow this but also regulate it. **Ms. Joan Schmid** asked what zone this would be allowed in. **Matt** said it would be allowed in all residential zones. **Ms. Schmid** also asked why this couldn't fall under the Bed and Breakfast ordinance or some other ordinance that is already in place like home occupation. **Matt** said the definition of the home occupation is more of an office type business. **Ms. Schmid** agreed but said the Bed and Breakfast are required to be approximately 3-9 bedrooms, has to pay accommodation and hospitality taxes, and the owner must live on the property. **Matt** said the difference with the Short Term Rentals is that there is no one on the property to manage it. **Ms. Schmid** said instead of allowing the Short Term Rental we should use the Bed and Breakfast after changing a few requirements to beef it up. Ms. Schmid said the City may want to look at the State Law for some language for the Bed and Breakfast. **Matt** said he appreciated the input but from all his research the Short Term Rentals and the Bed and Breakfast are very different and it would be hard combining it with the Bed and Breakfast. **Mr. Pieterse** asked what the City's stance was on this. **Matt** said the City wants to allow it and require them to get a business license and have a vacation rental agent that can be notified. The new ordinance would also allow the City to issue violations if needed. The Short term vacation rental occupants shall not exceed thirty (30) consecutive days, and all applications must go through the Zoning and the Finance department. **Ms. Schmid** said **439.4 (c)** should state that the owner must abide by the 2015 International Property Maintenance Code. The person renting the property must be told by the owner the codes that must be followed. This should be discussed when the business license is issued and she recommend that proof of insurance be required. In **539.7 (b)**, **Ms. Schmid** also recommended that it state "**Short-term vacation rental units must-shall be properly maintained and regularly inspected by the owner to ensure continued compliance with applicable zoning, building, health and safety code provisions.**" She also recommended that the number of occupants and parking spaces be listed on the business license for verification of the authorities when and if they are called. The other Board members and Staff agreed that would be hard to enforce. **Ms. Schmid** said **539.8** needs to be corrected to say "...the city shall revoke any pending certificates and shall reject and suspend all applications for the subject premises for a period of twelve (12) consecutive months.

**Public Input: None**

**Motion: Mr. Chris Moore made a recommendation to move forward with the request with the corrections discussed, seconded by Ms. Schmid; the motion carried 6 to 0 by a roll call vote.**

- 3. Review and recommend an ordinance on Outside Open Displays. Matt Millwood/City Staff** told the Board that this ordinance was done similar to Surfside Beach's ordinance to help with outdoor clutter and displays, with businesses along the main corridor. We do have businesses such as Wal-Mart and Tractor Supply that have out door merchandise, however they are in an enclosed area. This new ordinance is to keep other businesses from putting a lot of merchandise outside in an open environment, especially on the main corridor. **Mr.**

**Pieterse** asked if there was something already in place for Front Street. **Matt** said because the City owns the right of ways on Front Street we do issue encroachment permits and sandwich board sign permits, and others just for that district (Core Commercial). The main issues are in the GC and PD which pretty much allow anything right now, and new ordinance will help clean this up. **Mr. Chris Moore** asked about businesses that have outside displays on property other than their main business. **Matt** said that there are lots that are zoned for retail sale and the City can issue a license for that use. **Ms. Joan Schmid** questioned **440.3 (d)** "No outdoor display shall impede vehicular or pedestrian ingress/egress into a site or building, nor shall any temporary outdoor display obstruct a parking space (s) as required by Article XI." **Matt** said if an owner does not have enough property to comply with the outdoor display ordinance, then they will not be able to display their items outside. **Ms. Schmid** also asked about **440.4 Tents**; she asked if a permit is required. **Matt** said yes a "special event" or "peddler's" license is required. **Ms. Schmid** said she is worried about the danger of tents with strong winds, and she will look into what would help the situation and give some input. **Mr. Gerald Williams** asked if anything is in place to keep items from being too close to the road. **Matt** said yes, nothing can be less than 20 ft. from the road.

**Public Input: None**

**Motion: Mr. Gerald Williams made a motion to proceed with the request for an ordinance on Outside Open Displays, seconded by Mr. Bernard Jones; the motion carried 6 to 0 by a roll call vote.**

**V. Board Discussion:**

- 1. Discuss an upcoming zoning district called the Redevelopment District (REDD), proposed for the Steel Mill redevelopment area site. Matt/City Staff** told the Board that this has been postponed until he can get the legal aspects and some directives from the City Council, it will be ready for discussion at a later date.
- 2. Updates from Board Chair on the West End Redevelopment Sub-Committee meeting that was held on Saturday, February 11, 2017. Matt** said he felt the meeting was very calm and went well, there was about 10 residents that attended. The City's new Director of Economic Developer was introduced, Ms. Gloria Bromell Tinubu, who is very experienced in Economic Development and in Heirs property. **Mr. Pieterse**, spoke of Ms. Tinubu and all her experience. **Mr. Pieterse** also mentioned the things that were discussed for future development for the West End and said the most important question is how to start. **Mr. Pieterse** said he was disappointed in the turnout for the meeting. **Mr. Chris Moore** said that the City needs to reach out to other Cities and felt the most important issue is the Heir's property. **Councilman Sheldon Butts** said that Council has begun a check list to make sure everything is taken care of. The streetscape and lighting is on that list and by following the check list it will prevent anything from being missed. **Mr. Bernard Jones** asked when the next meeting will be held. **Councilman Butts** said the date of the next meeting has not been determined, however he can assure him that it will not take place on a Saturday.
- 3. Updates from staff to the 2016-2017 Comprehensive Plan. Matt** told the Board that the next sub-committee meeting for the Comp. Plan will be Monday, March 13 at noon to discuss the Culture Resources Element and Housing Element.

**Chris Moore** said he received a call that talked about the grant that is coming to update the Historic Guidelines, this may help with the redevelopment of the West End, because they will cover homes outside the Historic District.

**VI. Board Elections:**

**Chairman:**

**Nomination 1:** Mr. Chris Moore nominated Mr. Winfred Pieterse, seconded by Mr. Bernard Jones. With there being no other nominations, **Mr. Pieterse will remain the Board Chair for 2017-2018.**

**Vice-Chair:**

**Nomination 1:** Mr. Pieterse nominated Bernard Jones, (there was not a second); Mr. Jones said he is still attending school at this time.

**Nomination 2:** Mr. Bernard Jones nominated Chris Moore, seconded by Joan Schmid. Mr. Moore said it will be his pleasure to serve, however he does have his house up for sale and he may no longer be a resident of the City of Georgetown. **Mr. Pieterse** asked if the Board member had to be a resident of the City to serve on the Board. **Matt** said he did not know, but would look into it. **Mr. Chris Moore will serve as Vice-Chair until further notice.**

**VII. Adjournment:** With there being no further business the meeting was adjourned.

*Submitted By,*

*Cindy Thompson  
Acting Secretary*