



PLANNING COMMISSION

Town Council Chambers, Moncks Corner Municipal
Complex, 118 Carolina Avenue
TUESDAY, JANUARY 27, 2026, at 6:00 PM

MINUTES

CALL TO ORDER

Meeting called to order at 6:00 p.m.

PRESENT

Chairwoman Charlotte Cruppenink
Commissioner Glen Pipkin
Commissioner Rev. Robin McGhee-Frazier
Commissioner Shanda Phillips
Commissioner Kathleen Prosdocimo

STAFF PRESENT

Justin Westbrook, Development Director
Carter France, Planner

APPROVAL OF MINUTES

1. Approval of Minutes for the meeting October 28, 2025.

Motion made by Commissioner Pipkin to approve the Staff provided October meeting minutes, Seconded by Commissioner Campbell.

Voting Yea: Chairwoman Cruppenink, Commissioner Pipkin, Commissioner McGhee-Frazier, Commissioner Phillips, Commissioner Prosdocimo, Commissioner Campbell.

NEW BUSINESS

2. Consider a Text Amendment (TA-25-01 request to amend Article 7-13 (Architectural Standards) of the Town Zoning Ordinance to modify exterior building material standards.

Mr. Westbrook presented the agenda item.

Commissioner Pipkin asked if the proposed Text Amendment is applicable to residential properties. Mr. Westbrook replied that the proposed Text Amendment is not applicable to residential properties.

Chairwomen Cruppenink asked if the proposed Text Amendment will alter the entire Architectural Standards Section (Section 7-13 of the Zoning Ordinance), or a portion thereof. Mr. Westbrook informed the Chairwomen that the proposed Text Amendment only alters a specific portion of Section 7-13 of the Zoning Ordinance.

Motion made by Commissioner Pipkin to recommend approval for the request as presented by Staff. Second, by Commissioner Campbell.

Voting Yea: Chairwomen Cruppenink, Commissioner Pipkin, Commissioner Phillips, Commissioner Prosdocimo, and Commissioner Campbell, and Commissioner McGhee-Frazier.

3. Consider a Zoning Map Amendment (ZA-25-06) request for a parcel (143-05-00-033) totaling ~2.23 acres, located at 570 Lot B Stoney Landing Road. The parcel is requesting to be zoned Office & Institutional (C-1).

Mr. France presented the agenda item.

Commissioner McGhee-Frazier asked to confirm that if the request was approved, the parcel would not be used for residential purposes. Mr. France confirmed this, if the Zoning Map Amendment request proceeded.

Chairwomen Cruppenink asked if the requested zoning would allow for studio dwellings. Mr. France responded, no residential use type would be permitted within the new zoning district if the request succeeded. Mr. France also noted the parcel's current zoning would allow for a Home Occupation.

Commissioner Campbell asked what the current use on the parcel is. Mr. Westbrook stated the parcel is currently without a use.

Chairwomen Cruppenink asked if the parcel could allow residential and commercial use types. Mr. Westbrook stated if the request succeeded this would not be possible, but if the current zoning remained a dwelling could exist with a business by way of a Home Occupation permit.

Commissioner Campbell asked if a structure exists on the parcel currently. Mr. Westbrook stated, yes. Mr. Westbrook also noted that the applicant had informed Staff that the structure has been used residentially and as a Beauty Salon.

Chairwomen Cruppenink asked if Code Enforcement would enforce the Town's standards regarding appropriate use in relation to the parcel's zoning. Mr. Westbrook confirmed this.

Commissioner Phillips asked if the adjacent parcels are zoned residential. Mr. France responded, stating the parcels on the same side of Stoney Landing Road as the subject parcel are zoned residential, but the parcel directly to the North is zoned general commercial which currently is occupied by a telecommunications facility.

The applicant, Alfreda Doiley of 1016 Red Pine Road Ladson, SC, noted that the property card as it appears on Berkeley County G.I.S. identifies the parcel as residential / commercial. Furthermore, Ms. Doiley's father built the existing structure on the parcel in 1976 and has always been used as a "shop". After Ms. Doiley's mother passed away, they began renting the structure out to be used as a residential dwelling and had an individual living in the structure until the previous year. In the time that followed, the structure was being utilized as commercial and residential interchangeably until the request for a Beauty Salon came in. Ms. Doiley also mentioned her belief that the parcel was rezoned without their knowledge.

Commissioner Pipkin asked to confirm that the parcel has not been occupied within the last 90 days. Mr. Westbrook responded that in conversations with the applicant it has been suggested to Staff that the parcel has not been occupied within the last 90 days.

Commissioner Pipkin asked if the parcel and existing structure would be required to come into compliance with the Town's current commercial standards. Mr. Westbrook responded yes. Ms. Doiley stated that the parcel does have a current use.

Mr. Westbrook stated that a civil-engineered Site Plan would be required, likely requiring additional parking, landscaping, and other standards listed within the Zoning Ordinance. Furthermore, Mr. Westbrook noted the Fire Department and Building Department will need to inspect the existing building for compliance with their applicable standards. It is Mr. Westbrook's professional opinion that required improvements may be costly.

Ms. Doiley asked if they would be allowed to use the property a residential and commercial, and re-emphasized her belief that the parcel was rezoned without their consent. Mr. Westbrook noted that Staff informed the applicant of the possibility to obtain a Home Occupation permit.

Commissioner Phillips asked if there is any individuals dwelling in the structure currently. Ms. Doiley responded, yes. Mr. Westbrook stated that the property owner would have 90 days to reestablish the residential use if vacant, but any commercial use would be required to come into compliance with the Town's current standards.

Chairwomen Cruppenink asked how Staff tracks the number of days to enforce non-conforming standards. Mr. Westbrook responded, stating it is difficult for Staff to track residential uses, but easier for commercial uses. Mr. Westbrook also noted that to his knowledge the parcel has never been rezoned.

Chairwomen Cruppenink asked about the differences in taxes for residential uses and commercial uses. Mr. Westbrook suggested that commercial use taxes are likely higher than residential use taxes.

Commissioner Prosdocimo asked if there is an existing structure on the parcel. Mr. Westbrook responded, yes, but not likely up to commercial standards.

Commissioner Prosdocimo asked if one individual could live within the structure while a different individual ran a business. Mr. Westbrook responded, no it would have to be a family member as outlined in the Town's current ordinances.

Chairwomen Cruppenink asked if the end-user knows that parcel and structure will need to be brought up applicable codes.

Mr. Westbrook stated no as Staff would need to communicate this information with the property owner.

Commissioner McGhee-Frazier asked if the end-user has a desire to move into the structure. Ms. Doiley responded, no.

Commissioner Prosdocimo asked if there are financial consequences to rezoning the parcel to C-1.

Commissioner Phillips asked to confirm that the only way the applicant can do what they seek with the property is by having the same individual living in the structure also operate the business. Mr. Westbrook replied that that was correct.

Commissioner Pipkin asked for a rough estimate of how much commercial development would cost. Mr. Westbrook responded, stating there are too many variables involved to provide an estimate.

Commissioner Prosdocimo asked the applicant if their intent is to rezone the property to only allow commercial use types. Ms. Doiley replied no, the parcel's current zoning is residential / commercial. Mr. Westbrook corrected that the zoning district that Ms. Doiley has described has never existed within the Town.

Ms. Doiley asked why the parcel and past uses are not "grandfathered". Mr. Westbrook stated non-conforming protections are lost after 90 days of vacancy.

Chairwomen Cruppenink informed the applicant that they have the right to withdraw their application at anytime prior to the request's decision made by Town Council at the public hearing.

Chairwomen Cruppenink asked the applicant how many individuals currently occupy the structure. Ms. Doiley stated there is one (1) individual proposed to occupy the structure. Ms. Doiley also reiterated her wish that she was notified when the parcel was rezoned.

Mr. Westbrook noted that the state of South Carolina is very private about changes to property and that the request for a Business License was the trigger for informing the property owner of this information.

Walter Brown of 114 Fennick Drive asked if the parcel was to retain its residential zoning could the occupant remain in the structure living.

Mr. Westbrook responded, stating a Home Occupation is still possible with the parcel's current zoning. The Town needs the business operator to be a permanent resident. In addition, International Residential Code would likely be in effect as well.

Mr. Westbrook informed the applicant that if they wish to withdraw their application, the time is now. Ms. Doiley informed the Planning Commission that they are withdrawing their request.

Mr. Westbrook informed the Planning Commission there is no recommendation to be made at this time.

OLD BUSINESS

PLANNER'S COMMENTS

MOVE TO ADJOURN

Motion made by Commissioner Phillips to adjourn, Seconded by Commissioner Pipkin.

Voting Yea: Chairwomen Cruppenink, Commissioner Pipkin, Commissioner Phillips, Commissioner Prosdocimo, and Commissioner Campbell, and Commissioner McGhee-Frazier.

Meeting was adjourned at 7:27 p.m.

In accordance with the Americans with Disabilities Act, persons who need accommodation in order to attend or participate in this meeting should contact Town Hall at (843) 719- 7900 within 48 hours prior to the meeting in order to request such assistance.