



TOWN COUNCIL REGULAR MEETING

Town Council Chambers, Moncks Corner Municipal
Complex, 118 Carolina Avenue
TUESDAY, JANUARY 17, 2023 at 6:00 PM

AGENDA

CALL TO ORDER

INVOCATION

1. **Invocation Delivered By:** Reverend Leon Brown of Moncks Corner Baptist Church

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

2. **Minutes:** Joint Workshop of Town Council and the Planning Commission - December 20, 2022
3. **Minutes:** Regular Meeting of Council - December 20, 2022

REPORTS

4. **Mayor's Report:** Michael A. Locklear
5. **Administrator's Report:** Jeffrey V. Lord

NEW BUSINESS

6. **Resolution:** Retail Recruitment Training Program

OLD BUSINESS

7. **Old Business:** There is no old business to be brought before Council.

PUBLIC INPUT - Public Input will be limited to 3 minutes per individual

EXECUTIVE SESSION - Council may take action regarding matters discussed

8. **Discussion:** Personnel matter pertaining to the Police Department

ADJOURNMENT

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.



JOINT WORKSHOP OF TOWN COUNCIL AND PLANNING COMMISSION

Town Council Chambers, Moncks Corner Municipal
Complex, 118 Carolina Avenue
TUESDAY, DECEMBER 20, 2022 at 4:00 PM

MINUTES

CALL TO ORDER

The joint meeting of Town Council and the Planning Commission was called to order at 4:05 p.m.

Present:

Mayor Michael A. Locklear
Mayor Pro-Tem David A. Dennis, Jr.
Councilmember DeWayne G. Kitts
Councilmember James N. Law, Jr.
Councilmember Latorie S. Lloyd
Councilmember James B. Ware, III

Staff Present:

Jeffrey V. Lord, Town Administrator
Marilyn M. Baker, Administrative Services Director/Clerk to Council
Douglas R. Polen, Community Development Director

Planning Commission Present:

Rev. Dr. Robin McGhee-Frazier
Connor Salisbury
Charlotte Cruppenink
Nick Ross
Drew Ensor

Presenter:

Mark Brodeur, Comprehensive Plan Presenter with BCDCOG

Absent:

Councilmember Chadwick D. Sweatman

AGENDA ITEMS

1. **Discussion:** Comprehensive Plan Update

Highlights of discussions were as follows during the joint meeting. These are questions and considerations compiled by staff and presenter Mark Brodeur for Council and the Planning Commission to take into consideration when developing the Comprehensive Plan:

- 1.) Keeping local college graduates in Moncks Corner has been shown to be a struggle as most leave to find higher-paying professions in nearby cities. Other than investing in amenities and services geared toward young professionals, what else might the community do to minimize the relocation of our graduates?

Mark Brodeur added that Moncks Corner actually has a lot of college graduates that have located here in the past 10-15 years but did not originally come from this area. Council suggested the following:

- Family oriented events throughout the year.
- Recreation Programs
- More business development downtown. Businesses that cater to this age group.
- Affordable housing.
- Employment opportunities closer to town. Partnership with businesses/larger corporations to offer employment opportunities, internships etc.
- Education system for children.

- 2.) There is demand for senior living (over 55) development apart from the standard detached single-family houses on 6,000 s.f. lots otherwise permitted in Town. What forms of increased density may be palatable to the Council?

- Courtyard housing is an option; however, developers are not accustomed to building these type developments in this area.
- Parking can be an issue when considering density.
- Think we should have a product that will attract senior living with amenities.
- Most people in this area grew up on large properties. Have to offer a product that will change that mindset.

- 3.) For the foreseeable future, attached townhomes seem to be a preferred development type by developers. The Town currently requires that all townhome development have multiple facades, use Hardiplank and earn bonus density points. What MORE would you like to see townhouse development be required to do for you to support it?

Suggestions to consider.

- a. Only allow townhouses in a Planned Development. Not permitted on individual parcels of base zoning.
- b. Do not allow ANY parked cars in front of the townhomes. Require rear-loaded garages or spaces only.
- c. Require that the minimum lot width for each townhome meet a 24-foot width.
- d. Restrict how many individual townhomes can be connected to five or fewer.
- e. Required sidewalks and planted parkways on all roads in the townhouse development.
- f. Provide most of the required parking in attached garages behind the townhome. Allow tandem parking garages.
- g. Prohibit any exterior stairs.
- h. Require real, substantial front porches on each dwelling unit.

- 4.) Planned Development (PD) Zoning, in many cases, permits a developer to establish smaller lots than that would otherwise be permitted by the rules contained in the Zoning Code. Current PD zoning allows a minimum of 6,000 square foot lots, 50' wide. How small is the Town willing to permit a single-family detached home on in a Planned Development?
- a. 8,500 square feet
 - b. 7,000 square feet
 - c. 6,000 square feet
 - d. Smaller?
 - e. What is the right size?

Mr. Brodeur suggested that Council take these options into consideration and codify the list.

- 5.) Would the Town support granting a density bonus to a developer building "affordable housing"?
- Community Development Director Polen commented that density bonuses are a guideline. We haven't done this. If anyone ask, it may be offered, but we haven't received any inquiries so far.
- 6.) If the Town were to allow for higher density residential, where in Town would you encourage this?
- In and around the Downtown
 - Along the major corridors (such as US 17A, US 52, SC 6)
- 7.) Should the Town continue the Corner Renaissance Fund's purpose to support the construction of single-family detached homes in depressed neighborhoods?
- Administrator Lord responded that the intent is to utilize the funds for this purpose. We are at the point that we are going to start implementing it. The consensus of Council is to utilize the funds as it was intended.
- 8.) Would the Town be willing to incentivize small piecemeal lots along commercial corridors to allow better master planning of commercial sites? The incentives could include parking reductions, building height allowances and relation of other zoning code regulations.
- Administrator Lord responded that we are currently working on an ordinance for shared parking areas for businesses.
- 9.) If townsfolk want a small hotel and better dining/restaurants, is the Town prepared to increase the overall population to attract those to town?
- Yes, if the appropriate traffic modifications are paid for by that increased development. Got to have the infrastructure.

- 10.) Based on high (1) to low (6) priority, please rank the following six concerns that you think the Town should focus on over the next ten years.

The following will be ranked by Council for future discussions.

- _____ Preserve the Community Character & limit overdevelopment
- _____ Increase population to attract more economic development (through annexing or higher density)
- _____ Improve existing infrastructure & services to accommodate current population before approval of new development
- _____ Invest in new parks & recreational opportunities & improving the quality of life
- _____ Increase the Town's tax base by encouraging any & all development
- _____ Maintain the current affordability of housing and encourage new developments to have a certain percent be affordable housing

- 11.) Mr. Brodeur asked that Council rank the following Priority Investments that the Town should tackle over the next five years.

The following will be ranked by Council for future discussions.

- _____ Economic Development planning to attract larger employers
- _____ Invest in more walking and biking opportunities for residents
- _____ Build a large multi-purpose recreational building
- _____ Invest in new police and fire safety apparatus
- _____ Traffic improvements to existing roadways
- _____ Invest in better designed Town entries
- _____ Expand Town Hall and improve employee recruitment and retention
- _____ Expand parks and recreational opportunities, particularly in neighborhoods with limited access to existing facilities
- _____ Retain existing small businesses and advertise the vacant commercial spaces within the Downtown
- _____ Improve overall desirability/aesthetic of Downtown to attract new businesses
- _____ Organize more community events to foster community pride and character
- _____ Protect and conserve natural resources within Town with the potential to create passive parks
- _____ Other:

- 12.) How would Town choose to pay for the items above in #11?

- Bond issuance, etc.
- Impact fees

- 13.) In what direction do you wish to see expansion by annexation?

- North across the river
- Filling in towards the south and Goose Creek
- Westward expansion down Hwy 17 and Hwy 6?

14.) If the Town expands, what land uses would you like to see in the expansion areas? The following options were given. Mr. Bordeur added that the more variety you have, the more sustainable your community becomes.

- Large lot residential
- Small lot residential
- Townhomes
- Apartments
- Commercial
- Business Park

ADJOURNMENT

The meeting was adjourned at 5:07 p.m.

A copy of this meeting's agenda was e-mailed to the Post and Courier, The Berkeley Independent, Live 5 News, Channel 4, Channel 2, and The News Journal Scene. As required, the agenda was posted on the Municipal Complex bulletin board and Town Website at least 24 hours prior to the meeting.

Minutes Approved and Adopted:

Marilyn M. Baker/Clerk to Council

January 17, 2023

DATE



TOWN COUNCIL REGULAR MEETING

Town Council Chambers, Moncks Corner Municipal
Complex, 118 Carolina Avenue
TUESDAY, DECEMBER 20, 2022 at 6:00 PM

MINUTES

CALL TO ORDER

The regular meeting of Town Council was called to order by Mayor Michael Locklear at 6:00 p.m.

Present:

Mayor Michael A. Locklear
Mayor Pro-Tem David A. Dennis, Jr.
Councilmember DeWayne G. Kitts
Councilmember James N. Law, Jr.
Councilmember Latorie S. Lloyd
Councilmember James B. Ware, III

Staff Present:

John S. West, Town Attorney
Jeffrey V. Lord, Town Administrator
Marilyn M. Baker, Administrative Services Director/Clerk to Council
Justine H. Lovell, Finance Director
David R. Brabham, Jr., Police Chief
Rebecca T. Ellison, Recreation Director
R. Logan Faulkner, Public Service Director
Douglas R. Polen, Community Development Director
Robert L. Gass, III, Fire Chief
Mohamed A. Ibrahim, Technology Manager

Absent:

Councilmember Chadwick D. Sweatman

INVOCATION

Invocation was delivered by John S. West, Town Attorney. Pastor Johnny Bihlear of Crossover Church was unable to attend.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the American Flag was led by Councilmember Ware.

PRESENTATIONS

- 1. Proclamation:** In Recognition of the Customs Four and Friends
Mayor Locklear and Town Council recognized the Customs Four and Friends with a Proclamation honoring them for partnering with the Town by volunteering their time to perform at "Music on Main" and for their many years of service to the community. The Custom Four and Friends were organized in 1958. Accepting the Proclamation were

original band members, Gene Cribb and Truman Metts and the family of former band members Jack Cribb and Michael Bell. Also accompanying Gene Cribb and Truman Metts were their family members. Mayor Locklear and Town Council thanked them for their dedicated service to the community.

2. **Exceptional Duty Award:** Police Officer Joseph P. Denton
Chief David Brabham presented Police Officer Joseph P. Denton with an Exceptional Duty Award acknowledging his positive contributions and continued dedication to the citizens of the Town of Moncks Corner. He was instrumental in police incidents that occurred on August 8th, October 29th and November 23rd. Chief Brabham stated that Officer Denton went above and beyond to address the needs of the community and to treat victims with care, respect and ensure that they receive high quality of service. These actions show dedication to the Moncks Corner Police Department as well as the citizens of the Town of Moncks Corner. By performing his duty, Officer Denton has brought meritorious credit upon himself, and the Moncks Corner Police Department. He serves as a roll model for other officers. Mayor Locklear and Town Council thanked him for his service.

APPROVAL OF MINUTES

3. **Minutes:** Joint Workshop of Town Council and the Planning Commission - November 15, 2022

Motion made by Councilmember Law to approve the Joint Workshop minutes of November 15, 2022, seconded by Councilmember Ware. Motion was approved unanimously as follows:

Voting Yea: Mayor Pro-Tem Dennis, Councilmember Kitts, Councilmember Law, Councilmember Lloyd, Councilmember Ware.

4. **Minutes:** Regular Meeting of Council November 15, 2022

Motion made by Councilmember Law to approve the regular meeting minutes of November 15, 2022, seconded by Councilmember Ware. Motion was approved unanimously as follows:

Voting Yea: Mayor Pro-Tem Dennis, Councilmember Kitts, Councilmember Law, Councilmember Lloyd, Councilmember Ware.

REPORTS

5. **Mayor's Report:** Michael A. Locklear

Mayor Locklear reported that the Miracle League Field project is finally complete. This was a 6-year process. It is a very nice facility. He invited everyone to come out and see the children play. He added that the months of November and December have been very busy months for the Town with Celebrate the Season, parade, and the Christmas Tree Lighting events. He commended staff for pulling it all together.

6. **Administrator's Report:** Jeffrey V. Lord

Administrator Lord announced that this meeting will be the last meeting for Community Development Director Doug Polen. He added that he appreciates everything he has done for the Town. He will be missed. Mayor Locklear added that he is sad to see him leave but wished him all the best. Doug will be joining the Town of Irmo as Assistant Administrator.

NEW BUSINESS

7. **First Reading:** An Ordinance to amend Chapter 10, Section 10-46 of the Town of Moncks Corner Code of Ordinances pertaining to Business License and Seasonal Activities

Motion was made by Councilmember Law to approve the proposed amendment to Chapter 10. Motion was seconded by Councilmember Ware and approved unanimously as follows:

Voting Yea: Mayor Pro-Tem Dennis, Councilmember Kitts, Councilmember Law, Councilmember Lloyd, Councilmember Ware.

8. **Resolution:** Deductible Resolution with SCMIRF for General Liability, Public Officials and Auto Liability.

Administrator Lord explained that premiums have increased considerably due to an increase in claims over the past three years. He requested Council's consideration of increasing the deductible from \$1,000 to \$5,000 to help reduce the premium costs. By increasing the deductible, the Town will realize a savings in premiums of approximately \$59,733.

Motion was made by Mayor Pro-Tem Dennis to approve the deductible Resolution. Motion was seconded by Councilmember Law and approved unanimously as follows:

Voting Yea: Mayor Pro-Tem Dennis, Councilmember Kitts, Councilmember Law, Councilmember Lloyd, Councilmember Ware.

9. **First Reading: No Action Taken - This ordinance was taken off the agenda.**

Consider a recommendation to rezone 15.75 acres located at 105 Heatley Street, TMS 142-00-01-012, from R-2, Single Family Residential, to R-2, Single Family Residential with Conditions and C-2, General Commercial

OLD BUSINESS

There was no old business brought before Council.

PUBLIC INPUT – There were no comments from the public.

EXECUTIVE SESSION:

10. **Discussion:** Matters relating to the proposed location, expansion, or the provision of services encouraging location of businesses in Moncks Corner.

Motion was made by Mayor Pro-Tem Dennis to go into executive session to discuss matters relating to the proposed location, expansion, or the provision of services encouraging location of businesses in Moncks Corner. Motion was seconded by Councilmember Ware and unanimously approved as follows:

Voting Yea: Mayor Pro-Tem Dennis, Councilmember Kitts, Councilmember Law, Councilmember Lloyd, Councilmember Ware.

Motion was made by Mayor Pro-Tem Dennis to go out of executive session and to reconvene to the regular meeting of Council. Motion was seconded by Councilmember Ware and unanimously approved as follows:

Voting Yea: Mayor Pro-Tem Dennis, Councilmember Kitts, Councilmember Law, Councilmember Lloyd, Councilmember Ware.

Reconvened: Council reconvened to the regular meeting. Mayor Locklear reported that there was no action was taken.

Mayor Locklear wished everyone a Merry Christmas and Happy New Year.

ADJOURNMENT

Motion was made by Mayor Pro-Tem Dennis, seconded by Councilmember Ware to adjourn the regular meeting of Council. Meeting was adjourned at 7:18 p.m. Motion was approved unanimously as follows.

Voting Yea: Mayor Pro-Tem Dennis, Councilmember Kitts, Councilmember Law, Councilmember Lloyd, Councilmember Ware.

A copy of this meeting's agenda was e-mailed to the Post and Courier, The Berkeley Independent, Live 5 News, Channel 4, Channel 2, and The News Journal Scene. As required, the agenda was posted on the Municipal Complex bulletin board and Town Website at least 24 hours prior to the meeting.

Minutes Approved and Adopted:

Marilyn M. Baker/Clerk to Council

January 17, 2023

DATE



BOARD OF ZONING APPEALS

Town Council Chambers, Moncks Corner Municipal
Complex, 118 Carolina Avenue
TUESDAY, JANUARY 03, 2023 at 6:00 PM

MINUTES

CALL TO ORDER

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

PRESENT

Board Member Carolyn Haynes-Smith
Board Member Theresa McLaughlin
Board Member Clayton Morton
Board Member Patricia Smith

STAFF PRESENT

Tim Shiner, Building Official

ABSENT Chairman Thurman Pellum

ADOPTION OF MINUTES

1. Adopt minutes from December 6, 2022.

Motion made by Board Member Haynes-Smith, Seconded by Board Member Morton.
Voting Yea: Board Member Haynes-Smith, Board Member McLaughlin, Board Member Morton, Board Member Smith

NEW BUSINESS

2. Consider a variance for an accessory structure located at the end of Old Fort Road TMS 143-00-00-077

Mr. Shiner presented the item. Mr. Kirby, the applicant, was asked to describe the building. He stated that the building would be a nice and well-maintained metal building.

Board Member Smith asked if there was an ordinance against metal buildings. Mr. Shiner stated that there is, but only for commercial properties.

Board Member Morton asked the applicant to describe what the metal building would look like. Mr. Kirby stated that it would have a nice garage appearance.

Motion made to approve the variance.

Motion made by Board Member Haynes-Smith, Seconded by Board Member Morton.
Voting Yea: Board Member Haynes-Smith, Board Member McLaughlin, Board Member Morton, Board Member Smith

3. Consider a Special Exception to Allow a Church in C-2 Zoning at 100 S. Hwy 52 TMS 142-12-02-057

Mr. Shiner presented the item. Board Member Haynes-Smith stated that the applicant needed to make sure that throughout construction, they are in contact with the Building Department for plans, permits, and inspections.

Motion to approve the special exception.

Motion made by Board Member McLaughlin, Seconded by Board Member Smith.

Voting Yea: Board Member Haynes-Smith, Board Member McLaughlin, Board Member Morton, Board Member Smith

OLD BUSINESS

There was no old business to be brought before the Board of Zoning Appeals.

STAFF COMMENTS

There were no additions comments from staff.

MOVE TO ADJOURN

Motion made to adjourn at 6:15 p.m.

Motion made by Board Member Haynes-Smith, Seconded by Board Member McLaughlin.

Voting Yea: Board Member Haynes-Smith, Board Member McLaughlin, Board Member Morton, Board Member Smith

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.



PLANNING COMMISSION

Town Council Chambers, Moncks Corner Municipal
Complex, 118 Carolina Avenue
TUESDAY, NOVEMBER 15, 2022 at 4:00 PM

MINUTES

CALL TO ORDER

Meeting called to order at 4:10 p.m.

PRESENT

Commissioner Robin McGhee-Frazier
Chairman Connor Salisbury
Commissioner Drew Ensor
Commissioner Nick Ross
Commissioner Charlotte Cruppenink

STAFF PRESENT

Doug Polen, Development Director

ABSENT

Commissioner Chris Kondakor

NEW BUSINESS

Prior to new business, Mr. Polen informed the Planning Commission that Roscoe Haynes, member of the Planning Commission for decades, had passed away on November 14. Mr. Haynes will be missed.

1. Consider an appeal to remove a 30" grand oak tree at 224 Carolina Avenue

Mr. Polen presented the item. The property owners, Michael & Stephanie Auclair, spoke in favor of the tree removal. Mr. Auclair explained that the oak tree makes it difficult for his large delivery trucks to enter and exit the property, and recently a shed was damaged by the tree. Because of the tightness of the Main Street at Carolina Avenue corner, he cannot turn left, nor can he exit directly onto Highway 17 for safety reasons.

Furthermore, Mr. Auclair had a letter from Natural Directions, a registered arborist, stating that the tree showed signs of stress and decline and that it was reasonable to request the removal of the tree under the Town Code.

A question was asked about the second live oak tree. Mr. Auclair stated that he would like to remove that tree as well, but was only requesting the one tree at this time.

Commissioner Cruppenink asked if the tree was a danger to the propane tank. Mr. Auclair stated that limbs can fall any time.

Commissioner Salisbury asked if he knew whether the tree would be an issue when he opened his business there. Mr. Auclair stated that he had hoped the tree wouldn't be an issue, but even after trimming it, it has become one.

Motion made to allow the removal of the tree without mitigation.

Motion made by Commissioner Cruppenink, Seconded by Commissioner McGhee-Frazier. Voting Yea: Commissioner McGhee-Frazier, Chairman Salisbury, Commissioner Ensor, Commissioner Ross, Commissioner Cruppenink

OLD BUSINESS

PLANNER'S COMMENTS

MOVE TO ADJOURN

Meeting adjourned at 4:25 p.m.

Motion made by Chairman Salisbury, Seconded by Commissioner Ross. Voting Yea: Commissioner McGhee-Frazier, Chairman Salisbury, Commissioner Ensor, Commissioner Ross, Commissioner Cruppenink

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.

**RESOLUTION COMMITTING THE TOWN OF MONCK'S CORNER TO PROVIDING
A PROGRAM FEE FOR THE MUNICIPAL ASSOCIATION OF SOUTH CAROLINA
RETAIL RECRUITMENT TRAINING PROGRAM IN PARTNERSHIP WITH THE
RETAIL COACH IF THE CITY/TOWN IS ACCEPTED INTO THE PROGRAM AND
SUPPORTING THE CITY'S/TOWN'S APPLICATION THERETO**

BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF MONCK'S CORNER here assembled on this 17th day of January 2023, that the Moncks Corner Town Council hereby supports the Town's application to the Municipal Association of South Carolina Retail Recruitment Training Program in partnership with The Retail Coach and commits to provide a program fee of \$5,000 to cover the cost of the program if the Town is selected to participate.

BE IT FURTHER RESOLVED that the Council will follow its procurement policy adopted in accordance with SC Code of Laws Section 11-35-5320 when engaging with The Retail Coach as it relates to their participation in the program.

This resolution is made in regard to the submission of an application for the Municipal Association of South Carolina Retail Recruitment Training Program which must be submitted electronically on or before Thursday, January 26, 2023, the first session of the program

Michael A. Locklear

Mayor, Town of Moncks Corner

ATTEST:

Marilyn M. Baker, Clerk to Council

Town of Moncks Corner, South Carolina