



# TOWN COUNCIL SPECIAL MEETING

Town Council Chambers, Moncks Corner Municipal  
Complex, 118 Carolina Avenue  
MONDAY, APRIL 13, 2026 at 5:00 PM

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## AGENDA

### CALL TO ORDER

### INVOCATION

1. **Invocation:** Fire Chief James C. Jackson, III

### PLEDGE OF ALLEGIANCE

### AGENDA ITEMS

2. **Second Reading and Public Hearing:** 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.

### EXECUTIVE SESSION

3. **Discussions:**

Personnel matter pertaining to the Fire Department

Negotiations related to a proposed contractual matter.

### 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.*

**AN ORDINANCE TO AMEND ARTICLE 7, SECTION 13, OF THE MONCKS CORNER ZONING ORDINANCE**

**WHEREAS**, the Mayor and Town Council finds adoption of this ordinance to be in the public’s best interest as it will amend the Zoning Ordinance of the Town of Moncks Corner in order to address changing community needs, address deficiencies and ambiguities in the Zoning Ordinance, and promote public health, safety, and well-being; and

**WHEREAS**, the attached text amendments and additions to the Town of Moncks Corner Zoning Ordinance have been proposed.

**Section 1.** The Town of Moncks Corner – Zoning Ordinance is amended as set forth in the attached Exhibit A. Exhibit A is incorporated as if fully set forth herein. The attached proposed amendment shows deletions with a ~~striethrough~~ and additions with an underline text.

**Section 2.** All provisions of any town ordinance or resolution in conflict with this ordinance are repealed. Any additional changes to the Zoning Ordinance that are editorial in nature, such as numbering and lettering, are authorized to be made by the Zoning Administrator as needed.

**Section 3.** This ordinance shall become effective upon adoption

**BE IT FURTHER ORDAINED** and ordered by the Mayor and Town Council of the Town of Moncks Corner, South Carolina, in Council duly assembled on this 13th day of April, 2026, that the Ordinance of the Town of Moncks Corner is amended.

**DONE IN COUNCIL ASSEMBLED this 13th day of April, 2026.**

**FIRST READING:** March 17, 2026

**SECOND READING AND PUBLIC HEARING:** April 13, 2026

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Thomas J. Hamilton Jr., Mayor

Attest:

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Marilyn M. Baker, Clerk to Council

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Approved As To Form:

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James E. Brogdon, Jr., Town Attorney

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## EXHIBIT A

### SECTION 7-13 – ARCHITECTURAL STANDARDS

**1. Purpose.** ~~Purpose~~ ~~The Town of Moncks Corner seeks to~~ ~~To~~ promote architectural design which is harmonious with adjacent structures and sensitive to the natural environment. No single architectural style will be mandated within Moncks Corner. ~~However, the reliance on or use of a standardized “corporate or franchise” style is strongly discouraged, unless it can be shown to the Town administrations’ satisfaction that such style meets the objectives noted below. Strongly thematic architectural styles associated with some chain restaurants, gas stations, big box, and service stores are discouraged and, if utilized, will be recommended to be modified to be compatible with the Town’s design objectives.~~ The primary purpose of this policy statement is to achieve the following goals:

Commented [JW1]: Moved to Section 3

- a. Enhance and protect the Moncks Corner quality of life and community image through agreed upon architectural design objectives; ~~and protect~~
- b. ~~Protect~~ and promote long-term economic vitality through architectural design objectives which encourage high quality development, while discouraging less attractive and less enduring alternatives.

**2. Design Objectives Applicability.** The following architectural design objectives are intended to apply to all nonresidential, attached and multi-family residential development ~~within the Town~~. New building construction shall provide a sense of permanence and timelessness. High quality construction and materials should be used to ensure that buildings will not look dated or worn down over time, nor require excessive maintenance:

**3. Architectural Design.** ~~Strongly thematic architectural styles associated with retail, restaurants or other commercial uses are discouraged and shall be modified to be compatible with the Town’s design objectives. The reliance on or use of a standardized “corporate or franchise” style is prohibited, and new structures shall be designed to~~

accent, blend with, or complement newer surrounding structures, complimenting the Town's unique and low country aesthetics.

a. **Roof Design.** For low-rise retail, office, and multi-family residential buildings utilizing pitched roof designs, architectural asphalt shingles or standing-seam metal panels shall be used. Flat roofs shall be avoided to the best extent practical.

**4. Exterior Building Materials.** High quality construction and materials should be used to ensure that buildings will not look dated or worn down over time, nor require excessive maintenance.

a. ~~Exterior building materials should~~ **Generally. Shall** be aesthetically pleasing and compatible with materials and colors of nearby structures. Predominant exterior building facade materials shall consist of high quality, durable products, including but not limited to cementitious siding (i.e. HardiePlank), brick, sandstone, fieldstone, decorative concrete masonry units, wood, and glass. ~~External Insulation Finished Systems (E.I.F.S.) material shall be utilized only on the building trim and~~ **accent areas.**

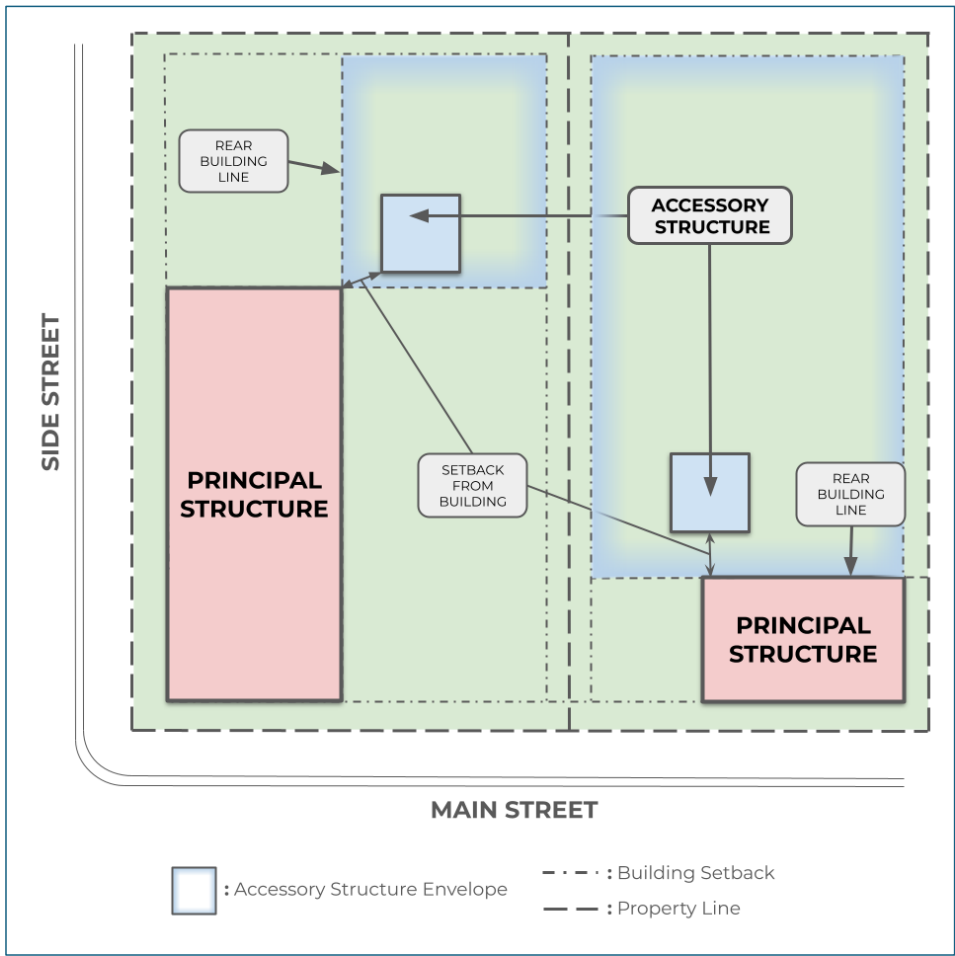
b. **Metal Exteriors.** Any structure that utilizes a metal exterior on any facade of the building is subject to the following standards. Metal exteriors are not permitted unless otherwise permitted below:

1. ~~Architectural Style. used~~ **Used** as an architectural style, such as modern steel and glass architecture, ~~and approved by the Zoning Administrator.~~

2. **Industrial Structures.** ~~Metal warehouse-type architecture shall not be permitted~~ **except** For buildings or structures constructed within in the any Industrial ~~Zones~~ zoning district.

3. **Accessory Structures.** Shall be subordinate and secondary to the principal building and use of the parcel.

a. **Location.** Shall be located behind rear building line of principal structure, as determined by street frontage. For corner lots, the accessory structure shall be behind all rear building lines for facades fronting a street.



**b. Individual Accessory Structures.** May be up to 20% of the principal structure(s) gross floor area, not to exceed 1,500 ft<sup>2</sup>.

**c. Collectively.** Total allowance of all metal exterior structures on a parcel shall not exceed 20% of the total square foot of the principal structure(s).

~~External Insulation Finished Systems (E.I.F.S.) material shall be utilized only on the building trim and accent areas.~~

Commented [JW2]: Moved to Section 4.A

**5. Building Colors.** Building colors ~~should~~ shall accent, blend with, or complement surroundings. Façade colors ~~are recommended to~~ shall be neutral or earth tone colors, ~~which are~~ low reflectance, ~~and~~ subtle, ~~and neutral~~ (e.g., grays, greens, burgundies, browns, and tans). ~~The coloring of all materials should be integral to the product and not painted on the surface of said product.~~ The use of high intensity colors, metallic colors, black or fluorescent colors is ~~discouraged~~ prohibited. ~~Primary-Black or primary~~ colors are ~~requested~~ to be reserved for trim and accent areas.

**3-6. Building Lighting.** Exposed neon tubing, LEDs, marquee lights or other bright lighting used for the purpose of attracting attention is ~~not an acceptable feature~~ prohibited on buildings or windows facing the exterior. This does not prevent the use of lighting as an accent (such as goose neck lamps with white lights lighting the roofline) or the use of interior-lit signage. ~~Pitched roof designs are highly recommended for low-rise retail, office, and multi-family residential buildings utilizing architectural asphalt shingles or standing-seam metal panels. Flat roofs are not encouraged.~~

Commented [JW3]: Moved to Section 3.A.

## **7. Development Types.**

**a. Large Retail.** Described as strip malls, big box stores, and shopping centers;

~~—In the case of strip malls, big box stores, and shopping centers; such~~

~~buildings~~ Buildings shall provide elevations which reflect this objective through variations in facade setback and parapet wall presentations. Roof colors are requested to be muted and compatible with the dominant building color; long blank walls on retail buildings are to be avoided through the use of foundation landscaping and architectural details and features.

~~a. Large-scale retail buildings are encouraged to~~ **Elevation Variations.**

~~i. Width variations shall be provided to reduce scale and avoid large, flat walls. This may be achieved with architectural elements and unit offsets of at least two (2) feet. Variations shall be provided at a reasonable intervals along the front façade as oriented with primary entrances, and any façade over one hundred (100) feet in length.~~

ii. ~~Height have height~~ variations shall be provided to reduce scale and give the appearance of distinct elements. ~~This may be achieved with architectural elements and roof line offsets of at least two (2) feet in height.; and lastly, roof~~

iii. ~~Roof~~ top mechanical installations shall be appropriately screened so as to block the view from adjacent public and private streets and properties. Such screening shall match or compliment the overall theme of the building.

~~—Signs: Signs provide important functions of both advertising and navigation by motorists and pedestrians. However, signs often dominate a site and can be counterproductive to the primary function of directing patrons. Through careful and well-planned site design, signs should be designed with the following elements in mind:~~

~~1.—Compatible with their surroundings in terms of size, shape, color, texture, and lighting and not promote visual competition with other signs along the corridor.~~

~~2.—Architecturally integrated with the site's primary building(s).~~

~~3.—Located such that they do not restrict sight distances of pedestrians or motorists, especially at driveways and intersections.~~

~~4.—Limit the number necessary to direct patrons throughout the site. Discourage the use of pote, pylon, and temporary signs.~~

~~5.—Limited to necessary information, regardless of the size permitted by the sign ordinance. Repetitive information shall not be permitted, such as dual signs on corner building when one sign is highly visible from the intersection.~~

**4.8. Interpretation.** It shall be the duty of ~~Zoning Administrator, Building Official, and the Community Development Director~~~~Town Administrator~~ to determine whether any specific request shall be considered in accordance with the Architectural Standards. Any party who disagrees with the decision regarding the Architectural Standards may appeal the decision to the Board of Zoning Appeals.



## STAFF REPORT

**TO:** Town Council  
**FROM:** Justin Westbrook, Community Development Director  
**SUBJECT:** Text Amendment (TA-25-01) – Architectural Standards  
**DATE:** April 13, 2026

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**Background:** Staff is proposing a **Text Amendment** to the Zoning Ordinance, specifically standards that apply to non-residential architecture and design. The current standards, found in Section 7-13, outline allowances and prohibitions for various non-residential building aesthetics, such as colors, exterior materials, lighting, and the like.

**Existing Ordinance:** In April 2022, Town Council adopted various amendments to many chapters of the Zoning Ordinance. Of the many proposed changes, a newly adopted standard was the prohibition on non-residential buildings to use metal exteriors. There were a few exceptions to this standard, such as buildings in industrial zoning districts as well as when metal is used as an “architectural style” as defined by the Zoning Administrator, and further clarified as “modern steel and glass architecture”. In Staff’s opinion the entire section concerning Architectural Standards is cumbersome and lacks any clear direction regarding design and aesthetics for our non-residential built environment.

**Proposed Ordinance:** Staff had discussions with several non-residential uses regarding the prohibition of metal-sided exteriors for accessory structures. Therefore, Staff brought a proposed **Text Amendment** to the Town Council for consideration at their February 17th meeting. The proposal at that time was surgical, and attempted to address the concerns over prohibiting metal-sided exteriors by drafting language to provide additional exempt situation. Staff’s initial proposed amendment looked to allow metal-sided buildings, for accessory structures under 1,500 ft<sup>2</sup>. This would be limited to structures that are clearly incidental to a principal use and must be located on the same lot as a principal building.

At the February 17th Town Council meeting, Staff heard from the Council regarding the proposal and was directed to further investigate the impacts, wording and potential addendums to the proposal. Staff received several comments from Town Council members following that meeting to help safeguard the proposal from unintended effects while still allowing non-residential uses the flexibility and cost savings of utilizing metal-sided exterior accessory structures.

Therefore, Staff has revised the proposal to address two concerns; first to further focus the intended metal-sided exterior for accessory structures, and second to reorganize Section 7-13 in a logical and easier to digest model, adding minor language adjustments to ensure continued non-residential development in the Town adheres to higher building design for larger, more nationally-based non-residential development.

The focused metal-sided exterior standard continues to be an exemption for accessory non-residential structures only. At the suggestion of Town Council, Staff has also added the following caveats and changes to the initial proposal.

- Metal-side exterior accessory structures are allowed up to 20% of the principal structures square footage, not to exceed 1,500 ft<sup>2</sup>. This will ensure a metal-side exterior accessory structure does not dominate the built environment and is corresponding in size to the principal structure it serves.
- Such structures shall meet new setbacks requirements, to be placed behind the rear building line of the principal structures they serve. This ensures visibility of metal-sided exteriors is limited and non-intrusive.

In addition to the reorganization of the section, Staff also adjusted the language to be more regulatory and less suggestive.

- The reliance of standardized “corporate or franchise” architecture is now prohibited, instead of strongly discouraged. This ensures future development of corporate and franchise commercial buildings is unique to the Lowcountry’s Hometown, and establishing a sense of place and community.
- Building colors are now required to accent, blend with and compliment the surrounding area, what colors to be neutral and earth tone, instead of the suggestive language asking for consideration by the developer.
- Lighting of a building for the purposes of attention is now prohibited, ensure LED rope lighting around windows and doors synonymous with vape and tobacco stores is not allowed. Previously it “wasn’t acceptable” with no clear prohibition.
- Elevation variations are now required to prohibit large, blank walls, avoiding the appearance of “big box stores” and providing depth and uniqueness to our commercial built environment. Staff has utilized similar language with townhomes, to break up the barrack style of architecture.

Staff feels, with the guidance Town Council has already provided and changes proposed, these changes will strengthen the Town’s development standards, while still allowing flexibility to small scale commercial and non-residential uses.

As with any dimensional standard, the size of metal-sided accessory structures may be modified through either an **Administrative Variance** or a **Variance** granted by the **Board of Zoning Appeals**. **Administrative Variances** are reviewed and approved at the staff level and may allow a deviation of up to 10 percent from the applicable standard. Alternatively, a **Variance** may be requested through **the Board of Zoning Appeals**, which has the authority to establish, and exceed the maximum square footage at its discretion. Neither an **Administrative Variance** nor a **Variance** granted by the **Board of Zoning Appeals** requires approval from **Town Council**, and should a **Variance** be approved it will exceed the standard set forth by this proposed **Text Amendment**

**Consistency with Plans:** Adopted in 2024 as part of the Town’s Comprehensive Plan, the adopted guidance for the Town does not specifically mention building design or architectural styles when speaking to the ten (10) Goals and various implementation strategies outlines in the Detail Action Plan. However, throughout the Comprehensive Plan, there are many mentions of the importance of building design and architectural style as it pertains to preserving Moncks Corner’s charm and character. When the plan mentions future impacts on community character, the Comprehensive Plan states:

*“As indicated through the Public Survey, 63% of respondents were either concerned or very concerned about the diminishing community character... encouraging high-quality new and infill development and a rigorous amendment to the existing design guidelines would be additional potential first steps that would apply town-wide.”*

As part of a required section of any South Carolina mandated municipal comprehensive plan, the Town’s Comprehensive Plan expands upon the Town’s Economic Development and Affordability. Within this section, the Town has identified that there is a need to address blight and dilapidated buildings as they have negative impact on “the value of land and quality of life”, and that this can lead to “decreasing desirability, safety, welcomeness, and community character”. In an effort to enhance and bolster the Town’s economic development, the plan suggests that;

*“Implementing strict design guidelines for new, infill, and redevelopment opportunities would ensure compatibility between the new and existing structures and maintain a consistent character and aesthetic.”*

**Procedural Issues:** As part of any Text Amendment, the request may be initiated by a motion of the Planning Commission, motion of the Town Council or by the Zoning Administrator. In this case, the requested **Text Amendment** was initiated by the Zoning Administrator after discussion and research regarding the Architectural Standards and the impacts any changes would cause on existing and future parcels, as well as the neighborhood and immediate community around these parcels.

**Planning Commission Recommendation:** The Planning Commission heard the request at their January 27th meeting. The Commission voted unanimously in favor of recommending APPROVAL of the requested **Text Amendment**.

*Attachments: DRAFT – Zoning Ordinance v2 (Section 7-13)*