

TOWN COUNCIL REGULAR MEETING

Town Council Chambers, Moncks Corner Municipal Complex, 118 Carolina Avenue TUESDAY, JUNE 17, 2025 at 6:00 PM

AGENDA

CALL TO ORDER

INVOCATION

1. Invocation: Pastor Tony Stephens of Calvary Baptist Church

PLEDGE OF ALLEGIANCE

SPECIAL PRESENTATIONS

2. Special Recognition: Public Safety - March 12th Amtrak Train Emergency Response

APPROVAL OF MINUTES

3. Regular Meeting Minutes: May 20, 2025

REPORTS

- 4. Mayor's Report: Thomas J. Hamilton, Jr.
- 5. Administrator's Report: Jeffrey V. Lord

NEW BUSINESS

6. New Business: There is no new business to be brought before Council.

OLD BUSINESS

7. Second Reading and Public Hearing: Consider a Zoning Map Amendment (ZA-25-02) request for one (1) parcel (142-04-01-068) totaling approximately 0.49 acres, located at 306 N. Live Oak Drive. The parcel is currently zoned Single Family Residential (R-2) and the applicant is seeking Office & Institutional (C-1).

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

EXECUTIVE SESSION - Council may take action regarding matters discussed

8. Discussion: Matters relating to the proposed location, expansion, or the provision of services encouraging location of businesses.

Discussion: Contractual matters related to Fire Service.

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.



TOWN COUNCIL REGULAR MEETING

Town Council Chambers, Moncks Corner Municipal Complex, 118 Carolina Avenue TUESDAY, MAY 20, 2025 at 6:00 PM

MINUTES

CALL TO ORDER

The regular meeting of the Town Council was called to order by Mayor Thomas J. Hamilton, Jr. at 6:00 p.m.

Present:

Mayor Thomas J. Hamilton, Jr. Mayor Pro-Tem David A. Dennis, Jr. Council Member DeWayne G. Kitts Council Member James N. Law, Jr. Council Member Latorie S. Lloyd Council Member Chadwick D. Sweatman Council Member James B. Ware, III

Staff Present: James E. Brogdon, Town Attorney Jeffrey V. Lord, Town Administrator Marilyn M. Baker, Administrative Services Director/Clerk to Council Justine H. Lovell, Finance Director Corey Denny, Battalion Fire Chief R. Logan Faulkner, Public Service Director Robert L. Gass, III, Fire Chief Mohamed A. Ibrahim, Technology Director Lee W. Mixon, Jr., Police Captain Antwan Richardson, Police Lieutenant Elizabeth B. Rentz, Recreation Director Justin S. Westbrook, Community Development Director Carter France, Town Planner

INVOCATION

Invocation was delivered by Reverend Dr. Timothy Scoonover of First Presbyterian Church of Moncks Corner

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the American Flag was led by Council Member Chad Sweatman.

APPROVAL OF MINUTES

1. Regular Meeting Minutes: April 8, 2025

Motion was made by Council Member Law to approve the regular meeting minutes of April 8, 2025. Motion was seconded by Council Member Sweatman and approved unanimously as follows:

Voting Yea: Mayor Hamilton, Mayor Pro-Tem Dennis, Council Member Kitts, Council Member Law, Council Member Lloyd, Council Member Sweatman, Council Member Ware.

REPORTS

2. Mayor's Report: Thomas J. Hamilton, Jr.

Mayor Hamilton reported that he attended and participated in the following:

April 10^{th,} Lunch at Wampee with the Scouts of America.

<u>April 12th</u> – The CLM Ribbon Cutting for the opening of their new Boutique.

April 18th- The Corner Church and The Grove Church Easter egg hunts.

April 19th - Foxbank Easter Egg Hunt.

<u>April 19th</u> - The HHIM Church Spring Carnival.

April 21st – The Berkeley High School Ladies Basketball Championship Parade.

<u>April 21st</u> - Rec Night at the Lady Stags Softball Game.

<u>April 23rd</u> – Read to the students at Whitesville Elementary School.

April 26th - Pickin in the Corner.

April 30th - Berkeley County Water and Soil Conservation Dinner.

May 1st - Ribbon Cutting for Britt Bratts. Councilwoman Lloyd was also in attendance.

<u>May 2nd</u> – Addressed multiple classes at Berkeley High School, sharing insights on his journey to become Mayor, his experiences along the way, and encouraging students to start considering the paths they may want to pursue in the future.

<u>May 3rd</u> – Judged the FOP Car show at the Berkeley County Admin Bldg. He gave out a trophy for the Mayor's pick. Police Chief Mixon was also in attendance and gave out a trophy.

May 6th – Ribbon Cutting at the House of Beauty.

<u>May 12^{th-}</u> Memorial cookout for Drew Kelly. Councilman David Dennis was also in attendance.

<u>May 12th</u> – Spoke to the Scouts of America, discussing the Town and answering questions as they worked toward earning their Intergovernmental Badge.

May 15th - Career Day at the Moncks Corner Elementary School.

<u>May 17th</u> – Color Me 5k. Police Chief Mixon participated in the race and collected donations for Charity.

Future Events:

<u>June 6^{th} </u> - Art in the Park @ the Unity Park 6 – 8 p.m.

<u>June 28th</u> – 4th of July Festivities at the Moncks Corner Regional Recreation Complex. 6 - 10 p.m.

3. Administrator's Report: Jeffrey V. Lord

California Branch Study: Administrator Lord reported that the California Branch study was complete. He provided Council with a summary of the study. Aaron Aiken, Water Resources Manager with Seamon Whiteside provided Council with a brief overview of the project. After the presentation, Council Member Law asked if the study identified and recommended properties for buy-outs. Administrator Lord responded, "Yes. 41 properties located within the corporate limits have been identified through the study. He reminded Council that the Town purchased properties along the California Branch flood plain a few years back through a Fema Grant. If additional grant funding becomes available, the Town would be interested in purchasing additional severely and repetitively flooded properties. Council Member Law asked if the Town could just obtain easements. Administrator Lord responded yes, that is a possibility.

UDO (Unified Development Ordinance): Community Development Director Justin Westbrook gave Council a brief update. This will be an 18-month process that will incorporate all the Town's regulatory books to include Land Development Regulations, Flood Plain Ordinance, Storm Water Regulations and Zoning Ordinance all in one document. We plan to complete the study by August 2026. There will be a series of public meetings to answer any questions the public may have. The first public meeting is scheduled for tomorrow night at Town Hall.

NEW BUSINESS

4. Bid Award: Hill & Warren Street Drainage Improvements

Administrator Lord reported that staff solicited bids on April 3, 2025, and received them on May 8th. Five bids were received as follows:

- IPW Construction Group, LLC \$696,813.21
- WE Davis Construction \$849,308.00
- Truluck Construction, Inc. \$863,769.00
- Green Wave Contracting, Inc. \$872,264.00
- Gulf Stream Construction Company, Inc. \$1,101,849.21

Staff recommended approval of the low bid in the amount of \$696,813.21 from IPW Construction Group, LLC for the Hill & Warren drainage improvements and to authorize funding from the Stormwater Fund of \$65,297, ARPA Grant Funds of \$168,590 and SC Infrastructure Investment Program Grant (SCIIP) of \$462,926 and to allow staff to approve change orders that reduce the cost of the project or do not increase the project more than 10%.

Motion was made by Council Member Law to accept the recommendation of staff and approve the low bid in the amount of \$696,813.21 from IPW Construction Group, LLC for the Hill & Warren drainage improvements and to authorize funding from the Stormwater Fund of \$65,297, ARPA Grant Funds of \$168,590 and SC Infrastructure Investment Program Grant (SCIIP) of \$462,926 and to allow staff to approve change orders that reduce the cost of the project or do not increase the project more than 10%. Motion to approve was seconded by Mayor Pro-Tem Dennis and approved unanimously as follows:

Voting Yea: Mayor Hamilton, Mayor Pro-Tem Dennis, Council Member Kitts, Council Member Law, Council Member Lloyd, Council Member Sweatman, Council Member Ware.

5. SS4A Grant Agreement: Review and approval of a grant agreement for the Safe Streets for All (SS4A) Federal Grant Program, for the USDOT awarded grant to create a Comprehensive Multi-modal Safety Plan.

Community Development Director Justin Westbrook reported that staff applied for the Safe Streets for All (SS4A) Federal Grant last summer. The Town was awarded the grant of up to \$240,000 to develop a Multi-modal Safety Plan for safe streets. Eligible project cost is \$300,000 with a \$60,000 in-kind match. The study area will focus on Highway 52, US-17A and SC-6. This is a two-part plan. The first phase is planning. Once this is approved through USDOT, the Town will receive funding. Staff will go out to bid for consultants to develop the plan document. Once the plan document is complete, and projects are identified, then staff will be eligible to apply for grant funding for the second phase for those identified infrastructure improvements.

Motion was made by Council Member Law to approve the SS4A Grant Program. Motion to approve was seconded by Council Member Sweatman and approved unanimously as follows:

Voting Yea: Mayor Hamilton, Mayor Pro-Tem Dennis, Council Member Kitts, Council Member Law, Council Member Lloyd, Council Member Sweatman, Council Member Ware.

6. First Reading: Consider a Zoning Map Amendment (ZA-25-02) request for one (1) parcel (142-04-01-068) totaling approximately 0.49 acres, located at 306 N. Live Oak Drive. The parcel is currently zoned Single Family Residential (R-2) and the applicant is seeking Office & Institutional (C-1).

Motion was made by Council Member Law to approve the request for re-zoning. Motion to approve was seconded by Council Member Sweatman and approved unanimously as follows:

Voting Yea: Mayor Hamilton, Mayor Pro-Tem Dennis, Council Member Kitts, Council Member Law, Council Member Lloyd, Council Member Sweatman, Council Member Ware.

7. Second Reading and Public Hearing: Ordinance No. 2025-01

An Ordinance adopting a Development Impact Fee Study and Capital Needs Plan, Establish Development Impact Fees, and other matters related thereto.

Public Hearing: There were no comments from the public.

Motion was made by Council Member Law to approve an ordinance for the Development Impact Fee Study and Capital Needs Plan and establish development impact fees. Motion to approve was seconded by Council Member Sweatman and approved unanimously as follows:

Voting Yea: Mayor Hamilton, Mayor Pro-Tem Dennis, Council Member Kitts, Council Member Law, Council Member Lloyd, Council Member Sweatman, Council Member Ware.

8. Second Reading and Public Hearing: Ordinance No. 2025-02

Amending the Business License Ordinance of the Town of Moncks Corner to update the Class Schedule as required by ACT 176 of 2020.

Public Hearing: There were no comments from the public.

Motion was made by Council Member Law to amend the Business License Ordinance to update the class schedule as required by ACT 176 of 2020. Motion to approve was seconded by Council Member Lloyd and approved unanimously as follows:

Voting Yea: Mayor Hamilton, Mayor Pro-Tem Dennis, Council Member Kitts, Council Member Law, Council Member Lloyd, Council Member Sweatman, Council Member Ware.

PUBLIC INPUT:

There were no comments from the public.

EXECUTIVE SESSION:

- 9. Motion was made by Mayor Pro-Tem Dennis to go into executive session to discuss the following:
 - Proposed contractual arrangements related to Stormwater Utility.
 - Matters relating to the proposed location, expansion, or the provision of services encouraging location of businesses.

Motion was seconded by Council Member Ware and approved unanimously as follows:

Voting Yea: Mayor Hamilton, Mayor Pro-Tem Dennis, Council Member Law, Council Member Lloyd, Council Member Sweatman, Council Member Ware.

Out of Executive Session and Reconvene to the Regular Meeting:

Motion was made by Mayor Pro-Tem Dennis to come out of executive session and reconvene to the regular meeting. Motion was seconded by Council Member Law and approved unanimously as follows.

Voting Yea: Mayor Hamilton, Mayor Pro-Tem Dennis, Council Member Kitts, Council Member Law, Council Member Lloyd, Council Member Sweatman, Council Member Ware.

Mayor Hamilton announced that there was nothing to report out of executive session.

ADJOURNMENT

Motion was made by Council Member Law, seconded by Council Member Sweatman to adjourn the regular meeting of Council. Motion was approved unanimously as follows.

Voting Yea: Mayor Hamilton, Mayor Pro-Tem Dennis, Council Member Kitts, Council Member Law, Council Member Lloyd, Council Member Sweatman, Council Member Ware

The meeting was adjourned at 7:26 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 the Town Website at least 24 hours prior to the meeting.

Minutes Approved and Adopted:

	<u>June 17, 2025</u>
Marilyn M. Baker/Clerk to Council	DATE



The Lowcountry's Hometown

Item 7.

PO Box 700 Moncks Corner, SC 29461 843.719.7900 monckscornersc.gov

STAFF REPORT

то:	Town Council
FROM:	Justin Westbrook, Community Development Director
SUBJECT:	Zoning Map Amendment (ZA-25-02) – Jillian Weatherford
DATE:	June 17, 2025

Background: The applicant, Jillian Weatherford, has applied for a Zoning Map Amendment (ZA-25-02) for a parcel (TMS # 142-04-01-068). The applicant is seeking the parcel to be zoned **Office & Institutional (C-1)**.

Existing Zoning: The subject parcel is currently in the **Single Family Residential District (R-2)** Zoning District. Per the Town's Zoning Ordinance, this zoning district is intended to:

"...as single-family residential areas with detached units with low to medium population densities. Use regulations for the single family districts are identical, but contain two (2) classes of lot width and lot area, and these dimensional differences are intended to be preserved"

	Adjacent Zoning	Adjacent Land Use
North	GC (Berkeley County)	Bus Depot
South	R-2	Single Family Detached Dwelling
East	C-1	Single Family Detached Dwelling
West	C-1	VACANT

Existing Site Conditions: The subject parcel comprises approximately 0.49 acres, which is currently utilized as a recently constructed single family home with an accessory structure. Per the National Wetlands Inventory map, there does not appear to be any wetlands delineated on the parcel. The subject parcel currently front N. Live Oak Drive, with approximately 167-feet of road frontage. The parcel also has access to the south on Roper Circle, which serves several residential single family detached dwellings, connecting to Wall Street.

<u>Proposed Zoning Request</u>: The applicant has requested to rezone the subject parcel into the Town of Moncks Corner and apply for an Office & Institutional (C-1) Zoning District. Per the Town's Zoning Ordinance, the Office & Institutional (C-1) Zoning District is intended to: "accommodate commercial and professional offices uses typically found in single family areas. Dis land uses will preserve the area's existing residential character, while permitting commercial uses that are not major traffic generators. Buildings originally constructed for residential use may be used as such by right. Such buildings may be converted to commercial use"

Staff is generally in support of increasing commercially zoned land along a major corridor. With the proximity to existing **C-1** zoning and local businesses and offices, the proposed zoning district and associated uses fit in the current character and future intent of the existing surrounding properties.

Density: The subject parcels consist of approximately 0.49 acres. Per the <u>Zoning Ordinance</u>, the maximum lot coverage for **Office & Institutional (C-1)** zoning district is 60%. It is unclear at this time if the current structures exceed that standard. As the property utilizes a single dwelling, any future uses with the proposed zoning district would prohibit residential use types, thus making density a moot point.

Transportation: Staff will not require a separate Traffic Impact Analysis (TIA) for the subject parcel for this sized property.

Environmental: Staff will ensure all environmental concerns are addressed per the <u>Zoning Ordinance</u>, <u>Stormwater Ordinance</u>, and all other Town adopted policies and procedures.

Consistency with Plans: Adopted in 2024 as part of the Town's <u>Comprehensive Plan</u>, the <u>Future Land Use Map</u> identifies the subject parcel as "Town Character Residential". The Plan calls for this land use to be designated for:

"Intended to promote and enhance smaller lot, town mixed residential type neighborhoods near the downtown, commercial corridors and transportation nodes. A mixture of densities should be promoted to include single-family houses, duplexes, triplexes, accessory dwelling units (ADUs), and small-scale apartments."

The requested zoning designation does not appear to be congruent with this designation of the <u>Future Land Use</u> <u>Map</u> as the request includes a residential districts, however the subject parcel also appears to be within the aforementioned "Mixed Use Overlay", which the Plan defines as:

"A 250 ft mixed-use buffer (500 ft in total width) along select roadways is intended to allow for a mixture of higher density residential and low intensity service-based commercial land uses. This overlay provides flexibility for the Town to expand economic opportunities beyond the traditional downtown or strip mall type commercial corridors. Common commercial uses could include professional or medical offices, salons, corner stores, and other uses that provide daily services to local residents. Prime examples of a Neighborhood Mixed Use Corridor are along Broughton Rd and Carolina Ave. Corridors, like these, have formed naturally by the pressures and demands of a growing economy. This Overlay also encourages higher density residential units such as du-tri- or quadruplexes, townhomes, condos and multi-family apartments to be located on or adjacent to these commercial businesses."

The requested parcel shows the property entirely within the "Mixed Use Overlay". This overlay promotes professional or medical offices, corner stores and other uses that provide daily services to residents; intended

use types that are generally permitted by-right within the **Office & Institutional (C-1)** zoning district. <u>A</u> request seeks **Office & Institutional (C-1)**, it does appear the request complies with the Town's <u>Comprehensive</u> <u>Plan</u>.

The <u>Comprehensive Plan</u> also lays out various goals and implementation strategies to help in decision making for land use requests. Staff believes the applicant and request generally follow the following policies listed in the plan.

- 1. Maintain a sustainable community by ensuring current infrastructure has the capacity to accommodate for current and future growth.
- 2. Enhance economic opportunities by improving the retention of businesses and encouraging a range of uses and services.
- 8. Identify and preserve the community assets that contribute to the Town's unique small-town character, quality of life, and cultural identity.

Staff does not believe that any of the various goals and implementation strategies are in conflict with the request.

Procedural Issues: As part of any Zoning Map Amendment, the request must be at least two (2) acres, or an extension of an existing district boundary, or additional C-1 zoning contagious to existing commercial. In this case, the subject parcel is adjacent to the requested zoning district boundary.

Staff Analysis: Staff believes that the designated future land use is not consistent with the requested zoning district, however with the inclusion of the "Mixed Use Overlay" land use encompassing the subject parcel completely, the requested zoning district is closely aligned with the <u>Future Land Use Map</u> and subsequent overlay. The inclusion of two (2) of the implementation strategies of the <u>Comprehensive Plan</u> also lends credence to the requested zoning district. The surrounding parcels on the block are also zoned congruently with the request, making the change in zoning districts consistent with the district and uses along N. Live Oak Drive.

Staff Recommendation: Currently, Staff recommends approval for the requested **Office & Institutional (C-1)** zoning district designation for the subject parcel. Staff's recommendation is due to the commercial nature of N. Live Oak Drive and the compatibility with the goals and strategies of the <u>2024 Comprehensive Plan</u>, specifically the Mixed Use Overlay.

Planning Commission Recommendation: The Planning Commission heard the request at their April 22nd meeting. The Commission voted 6-0 in favor of recommending APPROVAL of the requested zoning of **General Commercial (C-2)** designation for the subject parcel. The applicant spoke in favor of the request, however no other attendees spoke regarding the application.

Attachments:

Location Maps (Aerial, Zoning, Future Land Use Map, Environmental) SIGNED - Application (Jillian Weatherford)(20250318) Plat (2023007084) AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE TOWN OF MONCKS CORNER, SOUTH CAROLINA, TO RE-CLASSIFY 0.49 ACRES OF REAL PROPERTY LOCATED AT 306 N. LIVE OAK DRIVE, TMS # 142-04-01-068 FROM R-2, SINGLE-FAMILY RESIDENTIAL TO C-1, OFFICE & INSTITUTIONAL, AND TO AMEND THE OFFICIAL ZONING MAP OF THE TOWN OF MONCKS CORNER TO SO REFLECT

WHEREAS, the Moncks Corner Planning Commission held a Public Meeting on Aprill 22, 2025, to consider a change in zoning classification from R-2, Single-family Residential to C-1, Office & Institutional;

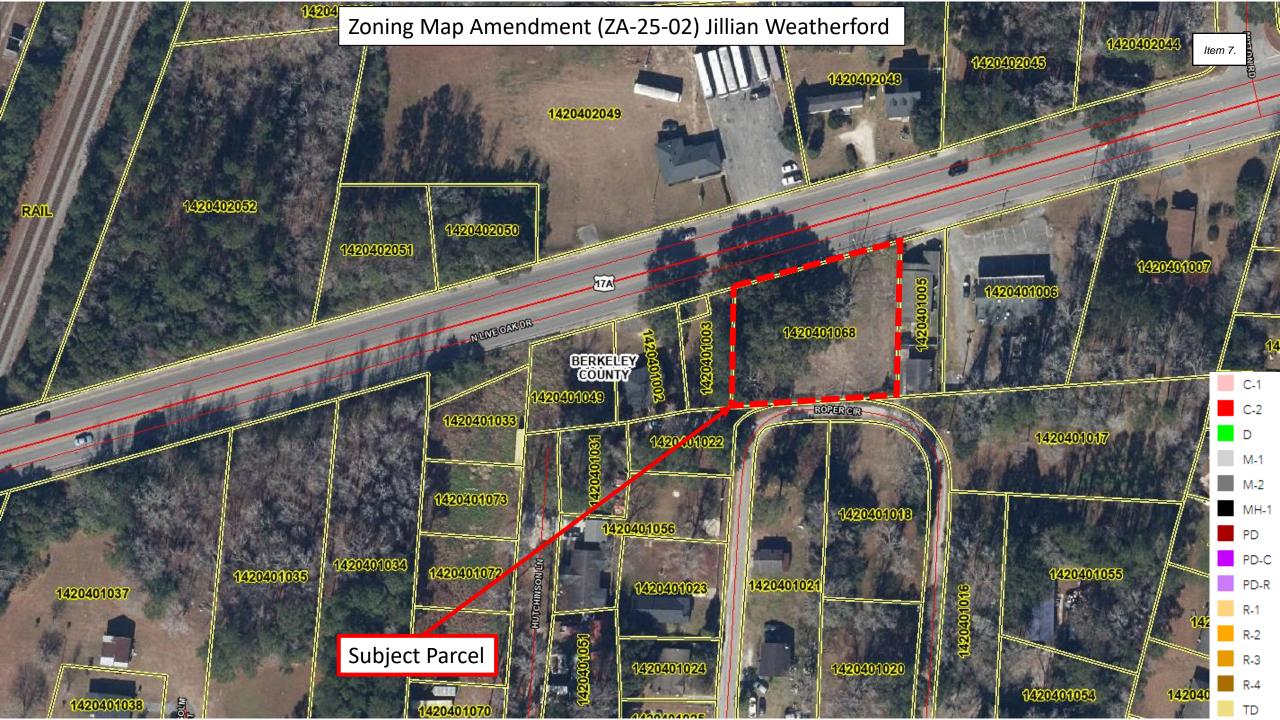
WHEREAS, pursuant to said Public Meeting, the Moncks Corner Planning Commission voted to recommended that the zoning classification be changed from R-2, Single-family Residential to C-1, Office & Institutional;

WHEREAS, the Moncks Corner Town held a Public Hearing on June 17th, 2025, to receive public comment and to consider a change in zoning classification from R-2, Single-family Residential to C-1, Office & Institutional;

NOW, THEREFORE, BE IT ORDAINED and ordered by the Mayor and Town Council, that the Zoning Map of the Town of Moncks Corner, is hereby amended by changing the zoning district classification of the property located at 306 N. Live Oak Drive, designated as TMS# 142-04-01-068, from R-2, Single-family Residential to C-1, Office & Institutional.

INTRODUCED: May 20, 2025	
DONE: June 17, 2025	Thomas J. Hamilton Jr., Mayor
Attest:	
Marilyn M. Baker, Clerk to Council	
Approved As To Form:	
Approved As To Form:	

James E. Brogdon, Jr., Town Attorney





Zoning Map Amendment (ZA-25-02) Jillian Weatherford

Subject Parcel

Town Boundary Town Proposed Expansion Area FUTURE LAND USE DESIGNATIONS Parks and Open Space Rural-Town Transitional Residential Town Character Residential Suburban Character Residential Neighborhood Mixed-Use

LEGEND

Item 7.

Highway Commercial Downtown Commercial Employment Institutional

EXPANSION AREA FUTURE LAND USE Designations

(1000ft Buffer)

Rural-Town Transitional Residential Town Character Residential Suburban Character Residential Town Character Mixed-Use Institutional Mixed Use Overlay (250 ft Buffer)





Applicant Information

NAME

Jillian Weatherford

ADDRESS

9209 University Blvd N Charleston SC 29406

PHONE

843-209-2410

EMAIL ADDRESS jillian@prattandco.com

Property Owner Information

If different than the applicant.

NAME

Jeremy Upham

PHONE

865-936-2499

EMAIL ADDRESS

jeremyupham@gmail.com

Subject Parcel

TMS NUMBER

142-04-01-068

CURRENT ZONING

R-2 Single-Family Residential

REQUESTED ZONING

C-1 Office & Institutional

CURRENT USE OF PROPERTY

PROPOSED USE OF PROPERTY

Residential

Commercial

Has any application involving this property been previously considered by the Moncks Corner Planning Commission or Board of Zoning Appeals? If yes, please state details.

CONSENT

checked

SIGNATURE



DATE

03/18/2025

