

**W. CLAY YOUNG**  
CITY ADMINISTRATOR

**MEREDITH K. HOLMES**  
PLANNING & ZONING DIRECTOR

**H. WAYNE FOX**  
BUILDING OFFICIAL, CERTIFIED



**CITY OF LORIS**  
4101 WALNUT STREET  
LORIS, SOUTH CAROLINA 29569-0548

**PLANNING COMMISSION**  
LINDA MORRISON, *Chair*  
CHRISTOPHER SPIVEY, *Vice-Chair*  
ERIC MILAM  
CHAD BENNETT  
RUTH ANN JONES  
JOSEPH FLESCH  
JOHN ADKINS

**MINUTES**  
PLANNING COMMISSION  
REGULAR MEETING  
LORIS CITY HALL  
APRIL 25, 2024 – 4:30 P.M.

Present: Linda Morrison; Eric Milam; Chad Bennett; Ruth Ann Jones; John Adkins

Absent: Christopher Spivey; Joseph Flesch

Staff: Meredith K. Holmes

Others: Tom Dobrydney, Waccamaw Regional Council of Governments

**CALL TO ORDER:**

Chairperson Linda Morrison called the meeting to order at 4:33 pm on Thursday, April 25, 2024. Ms. Jones gave the invocation. Ms. Morrison led the Pledge of Allegiance. Ms. Holmes called the roll.

**APPROVAL OF MINUTES:**

**1. Minutes for April 11, 2024**

Ms. Jones made a Motion to approve the minutes as presented; Seconded by Mr. Adkins. All members voted in favor; the Motion passed.

**BUSINESS ITEMS:**

**1. PL.202402-01: Review of Revised Minor Subdivision [Cypress Creek, LLC]**

Ms. Holmes relayed that this matter was previously reviewed by the Commission and it was noted that the proposed rear property line lacked a few feet of meeting the required setbacks for that zoning district. She stated that the applicant was directed to make said correction and provide the revised survey for approval. Ms. Holmes confirmed that the revised survey now complied with the zoning requirements and staff recommended approval of this revised minor subdivision as presented.

Mr. Bennett made a Motion to approve the minor subdivision survey as presented; Seconded by Ms. Jones. All members voted in favor; the Motion passed.

**2. PL.202402-02: Review of Revised Minor Subdivision [Silver Oaks Cottages, LLC]**

Ms. Holmes stated that this matter was on the Commission's previous agenda but was deferred by the applicant. She advised that the applicant's previous submission would have created a total of six [6] lots and would not meet the City's Land Development Regulations as a minor subdivision. Ms. Holmes consulted with the applicant regarding the City's limit for minor subdivisions to create no more than five [5] lots and recommended that the applicant revise their submission if they wished to remain classified as a minor subdivision; the applicant provided a revised survey to create a total of five [5] lots. Mr. Dobrydney added that staff needed additional information from the applicant to clarify two elements: a.) the access easement reference on the southern side of the proposed Lot 1 appears to be premature as it does not provide legal access other than for the applicant, and b.) the typical threshold set by SCDHEC for required stormwater permitting is one [1] acre of disturbance and the project is referenced as about three-quarters [ $\frac{3}{4}$ ] of an acre of disturbance but is also being noted as part of a Larger Common Plan but allows for exemptions for projects less than one [1] acre; therefore, it was recommended that the applicant remove the access easement from the proposed subdivision plat and obtain a stormwater exemption from SCDHEC before approval.

Ms. Holmes corrected that the proposed subdivision plat did not note the access easement in question and the documents Mr. Dobrydney referenced were for information purposes only; the Commission was only reviewing the minor subdivision for approval for platting purposes and not the construction documents provided. Mr. Dobrydney agreed and added that the Commission should consider whether these lots would be part of any future Homeowner's Association (HOA) or bound by the same CCRs as the future lots (i.e., the end result potentially being a major subdivision with 30+ lots but these four [4] lots being excluded). Mr. Milam questioned whether these four [4] lots could be added to the HOA in the future; Mr. Dobrydney responded that it was possible but that needed to be established with the plat in question to ensure that.

Mr. Jamie Steele, the agent for the applicant, was present for discussion purposes. He advised that these four [4] lots would be part of the HOA. Mr. Steele stated that the drainage included a stormwater pond that would be located at the rear of the proposed lots and would be part of the

master plan for the remainder of the overall development. He provided the Commission with additional requirements issued by SCDOT for this development. Mr. Adkins questioned whether the dimensional size of these proposed lots would be consistent with the future lots in the remaining development; Mr. Steele affirmed that. Mr. Steele also stated that the access easement previously discussed had been submitted to the Army Corp of Engineers but had not received any feedback yet and the said easement was not final. Mr. Bennett inquired whether the applicant had plans for the remaining parent tract; Mr. Steele advised that there were no set plans at this time, and the proposed plat was to slowly start the development until the master plans for the overall development were finalized. Mr. Dobrydney requested that the Commission require the applicant to receive a determination from SCDHEC regarding stormwater permitting requirements.

Ms. Jones made a Motion to approve the proposed minor subdivision on the condition that the applicant establishes the Homeowner’s Association to include these four [4] lots, and receive a stormwater permit exemption from SCDHEC; Seconded by Mr. Bennett. All members voted in favor; the Motion passed.

**3. PL. 202403-01: Review of Minor Subdivision [Sylvia A. Muir]**

Ms. Holmes advised the Commission that this proposed minor subdivision met the requirements for the existing zoning district and the newly passed Text Amendment for Shared Private Driveways. She stated that the surveyed plat did not provide for certification for utilities and would need to be added. Ms. Holmes informed the Commission that staff recommended approval of this proposed minor subdivision on the condition that water/sewer certification was obtained.

Mr. Milam made a Motion to approve the proposed minor subdivision on the condition that water/sewer certification was obtained; Seconded by Mr. Adkins. All members voted in favor; the Motion passed.

**4. Comprehensive Plan 2040**

- a. *Discussion/Review of Comments Received by Staff*
- b. *Possible Recommendation to City Council*

Mr. Dobrydney presented a final draft of the Comprehensive Plan to the Commission. He referenced the last round of Comprehensive Plan update comments, both from the Commission at the last meeting and from the public; these comments had been discussed at the April 11, 2024 meeting and the scope of potential revisions was identified. Mr. Dobrydney noted that the final draft had been updated to include the previously identified revisions; a brief discussion was had regarding the overall status of the document.

Ms. Jones made a Motion to forward the final draft of the Comprehensive Plan to City Council with a recommendation of approval; Seconded by Mr. Bennett. All members voted in favor; the Motion passed.

#### **5. Staff Report**

Ms. Holmes informed the Commission that City Council will reappoint existing members at an upcoming meeting. She added that once the term expiration date in June passed that staff will be scheduling annual training and orientation training for any new members. Ms. Morrison inquired whether members needed to attend the meeting for reappointment; Ms. Holmes replied that attendance was not required but Commissioners were welcome to attend. She added that she anticipates the Commission’s recommendation for approval of *Comprehensive Plan 2040* will be presented to City Council at its upcoming meeting but has not received this confirmation.

#### **PUBLIC AND PRESS COMMENTS:**

Ms. Sherri York inquired about what resulted from the discussion for drainage in the Fox Bay area. Mr. Dobrydney replied that the only change regarding the Fox Bay area was the terminology used in the plan which was modified to be consistent with other areas specified in the plan. Ms. York further asked if there was a particular focus on this area; Ms. Holmes responded that there was not a specific focus on the area but it was the high point for the Juniper Branch and any drainage study for that area would be specific to the named branch which included the Fox Bay area. Ms. York also inquired whether anything modified in the plan would affect the property owned by Ms. Jamie Franklin; Mr. Dobrydney replied that it would not affect any specific property but was a strong recommendation for a drainage study to be conducted; he further explained what information would be provided from conducting a drainage study. Ms. Sherri York also inquired about how the public can review the outcome of the latest modification to *Comprehensive Plan 2040*; Ms. Holmes stated that the Planning Commission’s signed resolution along with the latest plan draft revision would be available on the City’s website.

#### **ADJOURNMENT:**

Mr. Bennett made a Motion for adjournment; Seconded by Ms. Jones. All members voted in favor. There being no further business, the Planning Commission meeting was adjourned at 5:13 pm.

Approved and signed this 23rd day of May 2024.

*[Signature page to follow]*

**City of Loris Planning Commission**



LINDA MORRISON,  
*Chairperson*

ABSENT

CHRISTOPHER SPIVEY,  
*Vice-Chairperson*



CHAD BENNETT

ABSENT

JOSEPH FLESCH



ERIC MILAM



RUTH ANN JONES



JOHN ADKINS