

**CITY OF CONWAY  
PLANNING COMMISSION MEETING  
THURSDAY, NOVEMBER 3, 2022  
Planning & Building Dept. Conference Room – 196 Laurel Street**

Present: Julie Hardwick, Brantley Green, David Sligh, Kendall Brown, Brian O’Neil, Jessica Wise

Absent: Gloria Robinson-Cooper, Danny Hardee, Chris Guidera

Staff: Allison Hardin, Planning Director; Jessica Hucks, Planner; Anne Bessant, Planning Assistant

Others: Hannah Oskin, Jamie McLain, John Moeu, Chris Chockley, Carl Griffith, Lindsey Leasure, Mark Leasure

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**I. CALL TO ORDER**

Chairman Green called the meeting to order at 5:30 p.m.

**II. APPROVAL OF MINUTES**

O’Neil made a motion, seconded by Hardwick to approve the October 10, 2022 minutes as written. The vote in favor was unanimous. The motion carried.

**III. PUBLIC HEARINGS**

**A. UDO TEXT AMENDMENT**

1. Proposal to amend *Section 5.2.3 – Fences and Walls* in Article 5 of the Unified Development Ordinance (UDO), to allow fences to be placed in Public Drainage Easements with conditions.

Hardin stated the current UDO was amended and approved to no longer allow fencing within Public Drainage Easements throughout the City (Ordinance ZA2021-07-19C). The amendment was created due to the amount of fencing being installed in these areas and lack of response and/or responsibility from owners when maintenance was required by City staff. The current text has created a hardship on City staff with an influx of complaints from the public which has become very time consuming as well as creating a hardship on property owners who are unaware of existing public drainage easements on their property.

City staff proposes amending the current text to allow fencing within the Public Drainage Easements, but with conditions. The proposed amendment would change how fences are permitted

through Zoning by requiring a Disclosure Statement signed and recorded at the Horry County Register of Deeds Office prior to applying for the permit. The Disclosure Statement would include acknowledgment of the easement and financial responsibility for install/removal should easement maintenance be required by the City.

An HOA approval must accompany the disclosure statement for permitting purposes, if applicable.

Staff recommends a text amendment to place the responsibility of fences in Public Drainage Easements on the property owner rather than City staff and create a more streamline and yielding process for City residents.

Carl Griffith spoke in favor of the amendment.

Mark Leasure spoke in favor of the amendment.

O'Neil made a motion, seconded by Sligh, to close public input. Motion carried unanimously.

Sligh made a motion to recommend approval to City Council as presented to add language on the disclosure statement that indicated "as provided by the City". Wise seconded the motion and motion carried unanimously.

#### **A. COMPREHENSIVE PLAN AMENDMENT**

1. Proposal to amend the *City of Conway Comprehensive Plan* by including the *2022 City of Conway Riverfront and Downtown Master Plan* by reference.

Hardin stated that the document addressed in this issue paper is an update to the 2017 *Riverfront and Downtown Master Plan*. The 2017 plan grew from "a singular opportunity through a public private partnership between the City of Conway and the Burroughs Company of Conway, whereby the company agreed to partner with the City on the development and redevelopment of key parcels along the Waccamaw and in downtown Conway." It included three main strategy areas: *Gateway Impressions*, *Downtown and Riverfront Development*, and *Enhancing Physical Connections*. Several of the recommendations in the plan have been implemented, including the improvements in Norman Alley, increased pedestrian connections to Town Square, creating civic space downtown (the Terrace), tree plantings, public art (the "Welcome to Conway" mural) at the base of the Main Street bridge, and private investments in riverfront residential and short-term facilities have been discussed.

In September 2021, the City of Conway crafted an RFP to update the 2017 plan to "guide further improvements and serve as a continued catalyst for private investment for the next five years."

The team of Boudreaux, Arnett Muldrow, Toole Design and Mahan Rykiel Associates received the contract and has worked to complete the most recent *Conway Riverfront and Downtown Master Plan*. Staff and the contractors worked with interested parties and downtown interest groups to prepare the draft prior to this review. Public charettes were held in February, and the plan was brought to the Community Appearance Board for review in the fall.

Staff recommends that the Planning Commission hold a public hearing to receive input from the public; that the Planning Commission also provides their input on the plan; and, if satisfied with the plan, pass a resolution of support for adding the 2022 Conway Riverfront and Downtown Master Plan to the City of Conway's Comprehensive Plan by reference.

There was no public input.

O'Neil made a motion, seconded by Wise, to close public input. Motion carried unanimously.

Green made a motion to recommend approval for this request to City Council as presented, seconded by Wise. The motion carried unanimously.

#### **IV. SUBDIVISIONS**

##### **A. Westwood Reserve – Preliminary Review of Conservation Subdivision**

Hucks stated that the applicant is seeking preliminary approval of phases 1A and 1B of this development, containing 106 single-family lots and zoned Low/Medium-Density Residential (R-1). The total acreage for these phases of the development is 48.49 acres.

This development is part of the overall Collins Jollie Conservation Subdivision, a by-right development in the R-1 zoning district. Per Section 10.4.1 – Applicability (A), of the UDO, applicants utilizing the conservation subdivision development design regulations shall comply with all other provisions of the UDO and all other applicable laws, except those that are incompatible with the provisions contained herein.

Conservation Subdivisions are subject to the following dimensional standards, which differ from the standard requirements in the R-1 zoning district:

- Minimum tract size (for a conservation subdivision): 20 acres
- Minimum lot size: 6,000 sq. ft.
- Minimum lot width: 60 ft.
- Minimum front yard setback: 20 ft.
- Minimum side yard setback: 10 ft.
- Minimum side yard setback for lots fronting on local street or arterial: 20 ft.
- Minimum rear yard setback: 15 ft.
- Minimum access to open space: 20 ft.
- Minimum open space required: 30% of net buildable area
- Maximum development density: factor of 1.6 based on by-right development

Open space requirements for this development is configured differently than the specifications in Section 10.3.9 of the UDO, in that it is not based on the number of units. The conservation subdivision ordinance requires 30% of net buildable area to be dedicated open space; however, it does not require that it be concentrated in one area or evenly across individual developments,

only that the total open space of the entire conservation subdivision contain 30% open space. Phases 1A and 1B of the Westwood Reserve development contain 20.54 acres of open space, which is approximately 42% of the total area of both phases.

The site development plan and the preliminary plat is included in the packet for your review. Also included in the packet is the overall Master Plan for the Collins Jollie Conservation Subdivision and a copy of the Conservation Subdivision regulations.

Staff is also in the process of drafting a development agreement for the Collins Jollie Conservation Subdivision, to address the requirements for having a legal instrument of permanent protection of the open space and the conservation areas throughout the entire development, in accordance with Section 10.4.1, O, of the UDO. For your reference, Section 10.4 – Conservation Subdivisions, of the UDO, is included in your packet.

The plans are still being reviewed by the Technical Review Committee (TRC).

The applicant is requesting approval of the following street names. Horry County has reserved these names for this development:

- Collins Farm Way
- Kings Town Way
- Westwood Drive
- Jollie Drive
- Bridgeview Drive
- Palmetto Ridge Court
- Richwood Place

Staff recommends a thorough review of the applicant's request. If Planning Commission recommends approval of the applicant's requests, staff recommends that it be contingent upon final review and approval of the Technical Review Committee (TRC). Future phases for Westwood Reserve will also be subject to PC review and approval.

O'Neil made a motion to recommend approval for this request as presented. Sligh seconded the motion and the motion carried unanimously.

## **V. DISCUSSIONS**

### **A. Approval of 2023 Planning Commission calendar**

Green made a motion to approve the 2023 meeting schedule as presented. O'Neil seconded the motion and the motion carried unanimously.

PC November 3, 2022

**VI. ADJOURNMENT**

A motion was made to adjourn the meeting. The vote in favor was unanimous. The motion carried. The meeting adjourned at approximately 6:09 pm.

Approved and signed this 8 day of Dec, 2022.



Brantley Green, Chairman