

***Spartanburg City Planning Commission Meeting Minutes
Thursday, August 15, 2013***

***City Hall Council Chambers
Spartanburg, South Carolina***

The City Planning Commission met in City Hall Council Chambers on Thursday, August 15, 2013, at 5:30 P.M. The following City Planning Commissioners attended this meeting: Nancy Hogan, Wendell Cantrell, Richard Letchworth, and Bob Pitts were present. James Jenkins and Howard Kinard were absent. Representing the Planning Department were Joshua Henderson and Julie Roland. City Attorney Cathy McCabe also attended the meeting.

Roll Call

Ms. Hogan, Acted as Chair since both the previous Chair and Vice-Chair's terms expired on June 30, 2013; and she stated that notice of this meeting was posted and provided to the media 24 hours in advance as required by the Freedom of Information Act.

Ms. Hogan noted that four Planning Commissioners were present, and the Board Members were not conducting a public hearing at tonight's meeting.

Mr. Letchworth moved approval of the Agenda for the August 15, 2013 meeting, with second by Mr. Cantrell. The motion was unanimously approved by a vote of 4 to 0.

Disposition of the Minutes from the April 18, 2013 Planning Commission Meeting

Mr. Cantrell moved approval of the April 18, 2013 Planning Commission minutes as submitted, with second by Mr. Letchworth. The motion was unanimously approved by a vote of 4 to 0.

Old Business

There was no old business for discussion.

New Business

Presentation on the importance of "Creating a Record", "How to Preside over a Meeting" – City Attorney Cathy McCabe.

City Attorney Cathy McCabe came forward and explained the importance of "Creating a Record" and "How to Preside over a Meeting" to the Board Members.

Site and Landscape Plans Approved

- Market Square Parking Lot Approval – 1450 W. O. Ezell Boulevard.
- Take 5 Oil Change – 1795 East Main Street.
- McDonalds Renovations – 199 Cedar Springs Road.

City Council Updates

Mr. Henderson went over the City Council updates that pertained to the Planning Commission since their April 18, 2013 meeting as follows:

- April 29, 2013 Council Mtg.: Second Reading Approval of TMS#7-15-12-047.00, 809 John B. White Sr. Blvd. John W. Schwartz, Owner. Rezoned from R-12 to LOD.
- May 28, 2013 Council Mtg.: Second Reading Approval of Text Amendment to Sec. VI, Admin., Sec. 603, Board of Zoning Appeals, Variances and Special Exceptions, Amending Subsec. 603.4, Variances, to permit the reduction of any required setback being in compliance with all applicable Building and Fire Codes and subject to review by the Building Official.
- July 22, 2013 Council Mtg.: Second Reading Approval of Annexation of 149 Phifer Drive as well as Local Historic Designation. Zone R-6 upon annexation. (This did not need to come before the Planning Commission.

(continued)

The Citizens Agenda

There was nothing discussed.

Staff Announcements

There were no Staff Announcements.

The meeting adjourned at 6:20 P.M.

Respectfully Submitted,


Nancy Hogan, Acting Chair

Minutes by Julie Roland, Administrative Assistant