

Planning Commission



**Minutes of the Monday, January 27, 2020 Joint Study Session of the City Council and
Planning Commission**

Members of the Planning Commission

Briton Williams

Chair

Leonard Carter, Jr.

Timothy V. Key

Larry Watts

Bob Clark

JoAnn McKie

Dr. Christine Crawford

Members of the City Council

Robert A. Pettit, Mayor

J. Robert Brooks

Pat C. Carpenter

Fletcher L. Dickert

David W. McGhee

Eric H. Presnell

Kevin W. Toole

1. **Call to Order** – The joint study session of the City Council and Planning Commission of the City of North Augusta of January 27, 2020, having been duly publicized, was called to order by Mayor Pettit at 5:46 p.m. in the Palmetto Terrace on the fourth floor of the Municipal Center.

Per Section 30-4-80(e) notice of the meetings by email was sent out to the current maintained "Agenda Mailout" list consisting of news media outlets and individuals or companies requesting notification. Notice of the meetings was also posted on the outside doors of the Municipal Center, the main bulletin board of the Municipal Center located on the first floor, and the City of North Augusta website.

2. **Roll Call** – Members present were Mayor Pettit, Councilmembers Brooks, Carpenter, Dickert, McGhee, Presnell, and Toole. Representing the Planning Commission were Chairman Williams, Commissioners Carter, Clark, Crawford, Key, McKie, and Watts.

Also in attendance were Rachelle Moody, Interim City Administrator; Kelly F. Zier, City Attorney; Lillian E. (Libby) Hodges, Director of Planning and Development; Kuleigh Baker, Planner; J.D. McCauley, Manager of Human Resources; and Sharon Lamar, City Clerk. Members of the public and the media were also in attendance.

3. **Greetings and Introductions** – Mayor Pettit and Chairman Williams each shared words of greetings with the City Council and Planning Commission. Each also expressed their gratitude for those assembled and for the opportunity to work towards the common goal of serving the citizens of the City of North Augusta.
4. **Annual Report on the 2017 Comprehensive Plan** – Libby Hodges, Director of Planning and Development presented an overview of the Planning and Development Department’s 2019 Annual Report and Comprehensive Plan Report. She highlighted the department’s organization, review totals, and code enforcement cases. Ms. Hodges also shared four of the 2019 notable projects and six projects projected for 2020.

See **ATTACHMENT #2** for the 2019 Annual Report and Comprehensive Plan.

5. **Roles and Responsibilities of Council and Planning Commission** – Charlie Barrineau, Field Services Manager with the Municipal Association of South Carolina, reviewed the roles and responsibilities of the City Council and Planning Commission. He explained Council is the legislative body and is elected to make decisions for the community. The Planning Commission is an advisory body to Council and works to develop the Comprehensive Plan and Zoning and Land Development Ordinances. He stressed communication between Council and Commission is needed for successful planning. Mr. Barrineau gave an overview of planning tools that were necessary for both groups; Comprehensive Plan, Zoning Ordinance, Development Regulations and the Development Code. He suggested effective ways to gather public input – neighborhood meetings, social media, video streaming of meetings, etc.

See **ATTACHMENT #3** for a copy of Mr. Barrineau’s presentation.

6. **Development Code Revision Project Discussion** – Libby Hodges with the assistance of Charlie Barrineau led a discussion of the Development Code Revision Project. Ms. Hodges introduced the project including the goals, background, and purpose. Mr. Barrineau led the group in priority exercises to “brainstorm” key elements to be included in the revision. Rachele Moody, Interim City Administrator, reminded the attendees of the Mission and Vision statements that Council drafted during the 2019 Envision retreat.

MISSION STATEMENT:

To provide the highest quality of customer service to residents, businesses and visitors and encourage economic prosperity through investment in infrastructure, public safety, and a diverse array of recreational programs. To achieve this caliber of service, the city will tackle community issues with an open mind and creative approach, utilizing technology and emphasizing fiscal responsibility.

VISION STATEMENT:

To be a premier community providing the highest quality of life for residents of all ages, with sustainable economic growth, a distinctive aesthetic, and built on a foundation of hospitality and community values.

Ideas were recorded and will be assimilated for inclusion in the RFP for the Development Code Rewrite.

See **ATTACHMENT #4** for the *DRAFT* Development Code Rewrite P&D RFP2020-001; articles "Principles of Code Reform" and "Overhauling Your Zoning Code"

7. **Conclusion and Adjournment** – Mayor Pettit and Chairman Williams thanked those in attendance for the productive and beneficial meeting. The Study Session concluded at 8:00 p.m.

Respectfully Submitted,



Libby Hodges, AICP, Director
Department of Planning and Development
Secretary to the Planning Commission

