

Planning Commission

Official Agenda



AGENDA

City of Greenville

Planning Commission

Regular Meeting

4:00 PM February 16, 2023

Greenville City Hall, 10th Floor Council Chambers, 206 S. Main Street

AGENDA

1. Call to Order
2. Welcome and Opening Remarks from the Chair
3. Roll Call
4. Approval of Minutes
 - a. January 17, 2023 Agenda Workshop
 - b. January 19, 2023 Public Hearing
 - c. January 25, 2023 Special Called Public Hearing
 - d. January 25, 2023 Joint PC, BZA, DRB Workshop
5. Call for Public Notice Affidavit from Applicants
6. Acceptance of Agenda

7. Conflict of Interest Statement

8. OLD BUSINESS

A. None

9. NEW BUSINESS

A. AX-1-2023

Application by David Walsh for **ANNEXATION** and **REZONE** of approximately 20.88 acres located at **1, 5 ST. FRANCIS DRIVE** and **720 ARLINGTON AVENUE** from OD, Office district, and R-7.5, Single-family residential district, in Greenville County to OD, Office and institutional district, in the City of Greenville. (TM# 0113000200500 and portion of 0113000906400)

Documents:

[AGENDA PACKET AX-1-2023 1,5 ST. FRANCIS DRIVE AND 720 ARLINGTON.PDF](#)

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B. SD-23-42 Applicant requests deferral to March 16, 2023

Application by The Parker Group for a **SUBDIVISION** of 1.12 acres located at **BIRNIE STREET, GOWER STREET, MCCALL STREET, AND ALVINS ALLEY** from 2 LOTS to 10 LOTS. (TM# 0075000100500, 0075000100200) ("Park Hill Townhomes")

C. Z-2-2023

Application by the City of Greenville for a **TEXT AMENDMENT** to modify board and commission procedures by amending Sections 19-2.2.1. *Authority to file applications*, and 19-2.2.18.(B) *General procedures and findings at public hearing*.

Documents:

[AGENDA PACKET Z-2-2023 TEXT AMENDMENT - APPLICATIONS AND PC MAJORITY.PDF](#)

10. Other Business

A. Staff Update on Current Planning Processes

B. Intelligent Transportation Systems Master Plan Final Report Presentation

C. Upcoming Dates:

March 14, 2023 – PC Agenda Workshop

March 16, 2023 – PC Public Hearing

11. Executive Session, if required

12. Adjournment

City of Greenville Planning and Development | 864-467-4476



**Planning Staff Report to
Greenville Planning Commission
February 10, 2023
for the February 16, 2023 Public Hearing**

Docket Number:	AX-1-2023
Applicant:	David Walsh
Property Owners:	St Francis Community Hospital, Bon Secours St Francis Health
Property Location:	1, 5 St Francis Drive and 720 Arlington Avenue
Tax Map Number:	011300-02-00500 and portion of 011300-09-06400
Acreage:	Property area: 20.88 acres Right-of-way area: 6.35 acres Total area (to be annexed): 27.23 acres
Existing Zoning:	OD, Office district, and R-7.5, Single-family residential district (Greenville County)
Proposed Zoning:	OD, Office and institutional district (City of Greenville)
Adjacent Zoning:	N: FRD, Flexible review district; C-3, Regional commercial district (City of Greenville) E: RM-2, Single-family residential district, OD, Office and institutional district, and PD, Planned development district (City of Greenville), OD, Office district (Greenville County) S: OD, Office district, and R-7.5, Single-family residential district (Greenville County) W: OD, Office district, and R-7.5, Single-family residential district (Greenville County)
District:	Council District 2
Staff Recommendation:	Recommend Approval for Annexation, Rezone to OD, Future Land Use Designation of Campus-Institutional, Inclusion within the City's Sterling Special Emphasis Neighborhood, and future Greenville Development Code zoning classification of CM, Campus District

Applicable Sections of the City of Greenville Code of Ordinances:

Sec. 2-372 Function, Powers, and Duties of the Planning Commission
Sec 19-1.3 Purpose and Intent
Sec.19-2.1.2 (A) (2) (b) Zoning District Map Amendments (Rezoning)
Sec.19-2.1.2 (A) (10) Annexation of properties into the corporate limits
Sec.19-2.3.2 (E) (2) Amendments to Zoning District Map
Sec.19-3.2 District Descriptions

Project Overview:

The applicant has petitioned the City of Greenville to annex approximately 20.88 acres of lot area into the Greenville city limits and to zone it OD, Office and institutional district. Approximately 6.35 acres of right-of-way will also be annexed.

Procedural Requirements:***Pre-Application and Development Meetings***

A pre-application meeting was held between the applicant and Planning staff prior to submittal of this annexation application on October 6, 2022.

Neighborhood Meeting

A neighborhood meeting was not required for the annexation and rezone in accordance with subsection 19-2.2.4 of the Land Management Ordinance.

Site Information

The subject property is located at 1, 5 St. Francis Drive and 720 Arlington Avenue and is currently zoned OD, Office district, and R-7.5, Single-family residential district, in Greenville County. The property is located in the Sterling Special Emphasis Neighborhood within Greenville County.

The applicant requests to annex the property into the City with an OD zoning designation. The OD district is intended to provide for a wide variety of professional and business offices and institutions. This district is different from the other commercial districts in that, in most cases, retail sales are not allowed. In limited cases, retail may be allowed as a special exception and subject to specific criteria if its primary purpose is to serve the workers within the district. Residential uses are allowed. The OD district may be used as a buffer between residential and more intense nonresidential districts.

The property is proposed to be zoned CM – Campus upon the adoption of the new Greenville Development Code and zoning map. The CM district is intended for campus-like settings with larger lots, more open space, and large buildings, and allow activities including mixed employment and technology hubs. “Hospital” is an allowed use in the CM district.

Staff Analysis:

Staff offers the following responses to the standards to rezone found at Section 19-2.3.2 (E) (2), *Amendments to Zoning District Map*.

1. Consistent with the Comprehensive Plan: The Future Land Use Map (FLUM), associated with the GVL2040 Comprehensive Plan, will designate the subject area for annexation as “*Campus-Institutional*.” Campus-Institutional includes large institutions and associated campuses such as colleges, hospitals, and large medical complexes as well as airports. These uses tend to be significant employment sources therefore multi-modal connections should be made to adjacent nodes, corridors and neighborhoods when appropriate.
2. Changed conditions since the original designation: The process of annexation requires the property be assigned a City zoning designation.
3. Addresses a demonstrated community need: The OD zoning designation allows for an appropriate range of uses for the area as the portions of the St. Francis complex are currently zoned OD. Other hospital complexes within the City are also zoned OD as well.
4. Compatible with surrounding uses: Surrounding uses include a mixture of medical office, office, single-family residential, multi-family residential, and service-based uses.
5. Promotes logical development pattern: The proposed zoning designation provides uses that are logical to the future development pattern of the area.

6. Will not result in “strip” or ribbon commercial development: The City’s LMO does not allow strip or ribbon commercial development. The intent for the property is to maintain it as the current use.
7. Will not create an isolated zoning district: The proposed rezoning is over two acres. Therefore, City policy would not consider this to be a spot zone. It is also adjacent to other OD zoned properties within the city.
8. Surrounding property values: It is not anticipated that the proposed annexation and rezone will result in significant adverse impacts on the property values of adjacent lands. The OD zoning designation is compatible with other properties in the area.
9. Effect on natural environment: The proposed zoning amendment is not anticipated to have any adverse impacts on the natural environment. All future development is required to comply with environmental standards.
10. Greenville Development Code: The appropriate rezoning for the annexed property in coordination with the future passage of the Greenville Development Plan is CM, Campus District. CM is the proposed district for other hospital campuses within the city and also for the existing pieces of the St. Francis campus already within the city limits.

STAFF RECOMMENDATION:

APPROVE annexation and rezone to OD, with staff comments

Staff Comments

Planning Comments

Recommend: Approve w/ Comments

Comments:

1. Staff recommends that the Future Land Use designation be “*Campus-Institutional*” and in accordance with the Greenville 2040 Comprehensive Plan.
2. The property annexed shall be included within the City’s Sterling Special Emphasis Neighborhood.
3. The Greenville Development Code zoning shall be CM, Campus, District.

Civil Engineer Comments

Recommend: Approve

Comments:

Approved with no comment

Environmental Engineer Comments

Recommend: Approve

Comments:

1. Sanitary Sewer is already provided to the Parcels via Metro Connects.

Fire Department Comments

Recommend: Approve w/ Comments

Comments:

The City does not have an active contract with Parker FD at this time and so this would fall into our direct response at time of annexation.

Traffic Engineer Comments

Recommend: Approve

Comments:

No comments



city of greenville

APPLICATION FOR ANNEXATION

Planning Department (864) 467-4476
planning@greenvillesc.gov

Office Use Only:

Application# _____ Fees Paid _____
Date Received _____ Accepted By _____
Date Complete _____ App Deny Conditions _____

APPLICANT/OWNER INFORMATION

*Indicates Required Field

Clear Form

APPLICANT

PROPERTY OWNER

*Name:	David Walsh	St. Francis Community Hospital
*Title:	VP Support Services	
*Address:	1 St. Francis Dr.	PO Box 1924
*State:	SC	Greenville, SC
*Zip:	29601	29601
*Phone:	864-293-3690	
*Email:	david_walsh@bshsi.org	

LEGAL REPRESENTATIVE (if applicable)

Name:	
Title:	
Address:	
Phone:	
Email:	

PROPERTY INFORMATION

*TAX MAP #(S) portion of 011300-09-06400

*TOTAL ACREAGE TO BE ANNEXED 20.48

*CURRENT ZONING DESIGNATION (County) OD, Office District

*PROPOSED ZONING DESIGNATION (City) OD, Office and Institutional District

*DEED RESTRICTIONS

TYPE OF ANNEXATION

*Please select one (1) type: ☒ 100% ☐ 75% ☐ 25%

For 100% and 75% Annexations, please Include the corresponding **Annexation Petition** with the application submittal.

CITY OF GREENVILLE APPLICATION FOR ANNEXATION

Rev. 12/22/2021

PAGE 1 OF 3

INSTRUCTIONS

1. The applicant is strongly encouraged to schedule a preapplication conference with Planning and Development prior to the scheduled submission deadline. At this time, the applicant may also be encouraged to schedule a sufficiency review two (2) weeks prior to the scheduled submission deadline to allow staff review of the application. Call (864) 467-4476 or Email Planning@Greenvillesc.gov to schedule an appointment.
2. If the application includes more than one (1) parcel and/or more than one (1) owner, the applicant must provide the appropriate deed book/page references, tax parcel numbers, and owner signatures as an attachment.
3. All applications for Annexation must be received by the planning and development office no later than 2:00 pm of the date reflected on the attached schedule.
4. Staff will review the application for "sufficiency" pursuant to Section 19-2.2.6, Determination of Sufficiency. If the application is deemed insufficient, staff will notify the applicant and request that the application be revised and resubmitted to address insufficiency comments. In this event, the item will be postponed to a subsequent regularly scheduled planning commission meeting.
5. Please refer to **Section 19-1.9, Annexations** for additional information.
6. **Public Notice Requirements.** Annexation applications require a planning commission public hearing. Staff shall post signs regarding the same on the subject property at least 15 days (but no more than 18 days) prior to the scheduled planning commission hearing date.
Upon planning commission recommendation, the application item will be scheduled for city council hearing.
The Neighborhood meeting shall be setup by staff prior to the Planning Commission meeting and will invite the applicant to attend to meet the requirements of Section 19-2.2.4, neighborhood meetings
7. **Please verify that all required information is reflected on the application, and submit one (1) electronic or hard version of the application submittal package.**
8. **Please read carefully:** The applicant and property owner affirm that all information submitted with this application; including any/all supplemental information is true and correct to the best of their knowledge and they have provided full disclosure of the relevant facts.
In addition, the applicant affirms that the applicant or someone acting on the applicant's behalf has made a reasonable effort to determine whether a deed or other document places one or more restrictions on the property that preclude or impede the intended use and has found no record of such a restriction.
If the planning office by separate inquiry determines that such a restriction exists, it shall notify the applicant. If the applicant does not withdraw or modify the application in a timely manner, or act to have the restriction terminated or waived, then the planning office will indicate in its report to the planning commission that granting the requested change would not likely result in the benefit the applicant seeks.
Furthermore, my signature (applicant) indicates that I understand and consent that this matter will appear before the Planning Commission for consideration and that any recommendation, for approval or denial, by the Planning

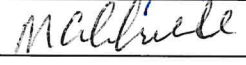
Commission will be presented to the City Council at their next regularly scheduled meeting to be held on the fourth Monday of the month following the Planning Commission meeting in which the matter was heard.



 11/2/22

***APPLICANT SIGNATURE**
DATE

11. To that end, the applicant hereby affirms that the tract or parcel of land subject of the attached application is ☐ or is not ☒ restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the requested activity.

*Signatures	
Applicant	
Date	11/2/22
Property Owner/Authorized Agent	
Date	11.30.22

APPLICATION REQUIREMENTS CHECKLIST

- ☒ A completed application form.
- ☒ Annexation petition signed by the required number of freeholders (owners of real property) or a representative with clear authority to sign such a petition for annexation. If the owner is a corporation, the petition must be signed by a duly authorized officer of the corporation. Corporate minutes of a resolution of the Board of Directors should accompany the petition. The signature of a real estate agent, broker or developer without specific authority to sign as to annexation is not acceptable. A petition with less than all freeholders signing is not acceptable for filing without a written statement from the City Attorney that the petition appears on its face to comply with state law regulating such petitions.

IMPORTANT NOTE:

Prior to applying for annexation, contact the City of Greenville's Engineering Department to verify the "availability" of utilities such as sanitary sewer and water.



CITY OF GREENVILLE
206 South Main Street
P.O. Box 2207
Greenville, SC 29602

100 Percent
PETITION FOR ANNEXATION

The person(s) whose signatures appear below are freeholders owning real estate in an area which is contiguous to the City of Greenville and which is proposed to be annexed into the City. In general, the area can be described as 1 St. Francis Drive (address) and consisting of approximately 20.48 acres located on see below (tax map parcel). That area is identified more particularly by the tax map parcel number(s) provided below and the Annexation Plat which is being provided to the City of Greenville Planning Commission in conjunction with this petition. Any and all plats are incorporated by reference as a description of the area. By their signatures, the freeholder(s) petition(s) the City Council of the City of Greenville to annex the entire area shown as being annexed on the plats, and such additional acreage within the outer boundaries of the area as the owners through their agent may designate.

This petition is submitted under the provisions of S.C. Code ' 5-3-150, authorizing the City Council to annex an area when presented with a petition signed by all persons owning real property in the area proposed to be annexed. This petition and all signatures thereto shall be open for public inspection on demand at the City Hall, located at the address set forth above. All zoning processes will be in accordance with state statutes and city ordinance otherwise existing.

Property Owner(s)	Address/ Tax Map Number	Signature	Date
St. Francis Community Hospital	1 St. Francis Drive/ portion of 011300-09-06400	 <i>Mahler</i>	11.30.22



CITY OF GREENVILLE
206 South Main Street
P.O. Box 2207
Greenville, SC 29602

CERTIFICATION OF PETITION SIGNATURE

I, Matt Caldwell, have this 30th day of November, 2022, certified my signature previously given and dated for the annexation into the City of Greenville of one (1) or more parcels in which I have ownership interest by initialing a copy of the signature as previously given and dated. The parcel tax map number(s) is(are) as follows:

portion of 011300-09-06400

M Caldwell
Signature



city of greenville

APPLICATION FOR ANNEXATION

Planning Department (864) 467-4476

planning@greenvillesc.gov

Office Use Only:

Application# _____ Fees Paid _____

Date Received _____ Accepted By _____

Date Complete _____ App Deny Conditions _____

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Clear Form

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PROPERTY OWNER

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*Title:	VP Support Services	
*Address:	1 St. Francis Dr.	1 St. Francis Drive
*State:	SC	Greenville, SC
*Zip:	29601	29601
*Phone:	864-293-3690	
*Email:	david_walsh@bshsi.org	

LEGAL REPRESENTATIVE (if applicable)

Name:	
Title:	
Address:	
Phone:	
Email:	

PROPERTY INFORMATION

*TAX MAP #(S) 011300-02-00500

*TOTAL ACREAGE TO BE ANNEXED 0.42 acre

*CURRENT ZONING DESIGNATION (County) R-7.5, Single-family residential district

*PROPOSED ZONING DESIGNATION (City) OD, Office and Institutional District

*DEED RESTRICTIONS

TYPE OF ANNEXATION

*Please select one (1) type:



100%



75%



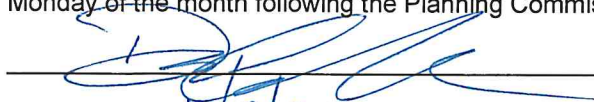
25%

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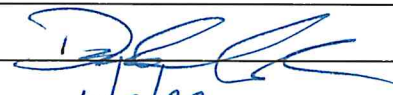
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11/2/22

*APPLICANT SIGNATURE

DATE

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Date	11/2/22
Property Owner/Authorized Agent	M. Caldwell
Date	11.30.22

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206 South Main Street
P.O. Box 2207
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**100 Percent
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Property Owner(s)	Address/ Tax Map Number	Signature	Date
Bon Secours St Francis Health System, Inc	011300-02-00500, 720 Arlington Ave	<i>Marshall</i>	11.30.22



CITY OF GREENVILLE
206 South Main Street
P.O. Box 2207
Greenville, SC 29602

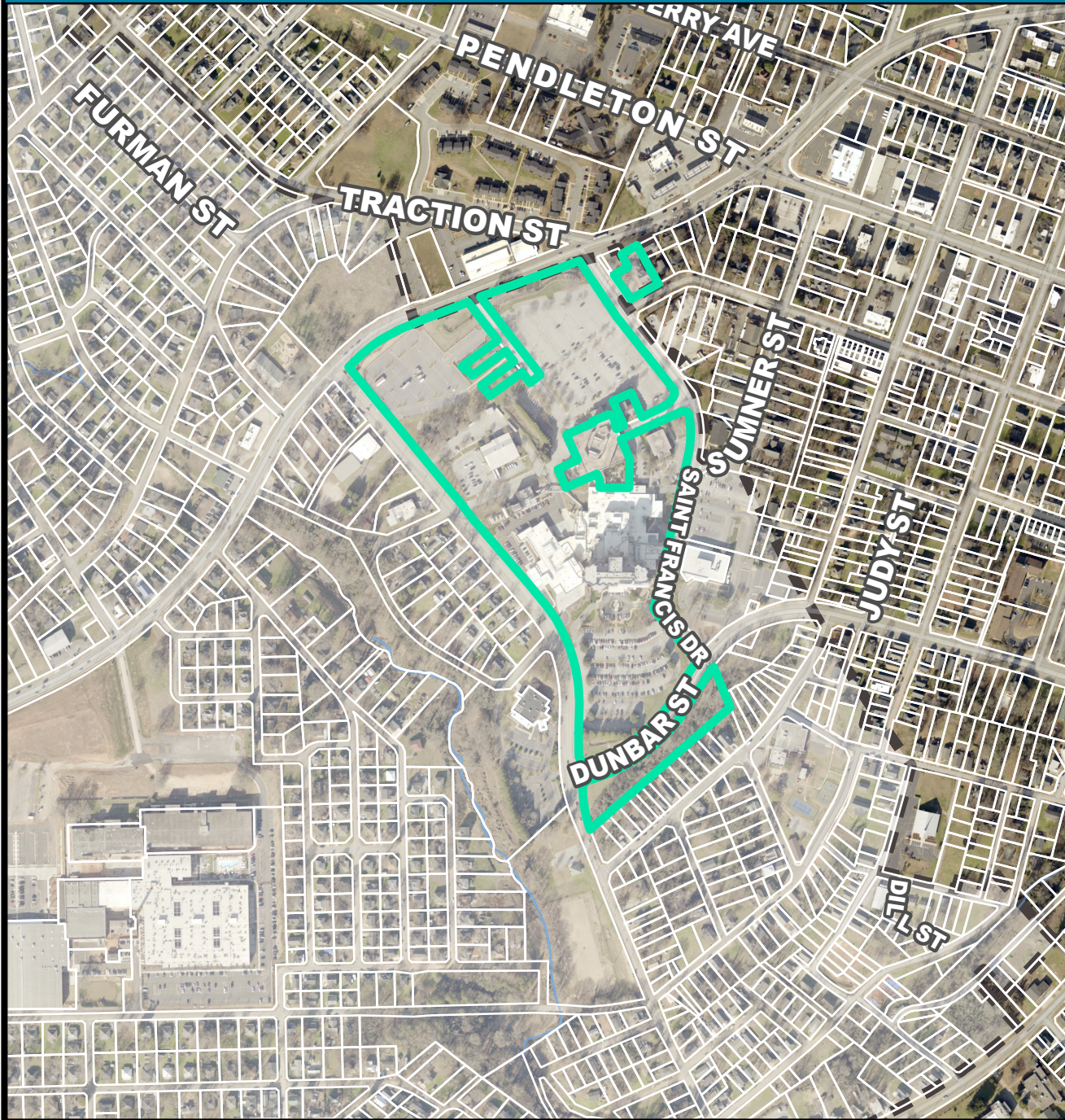
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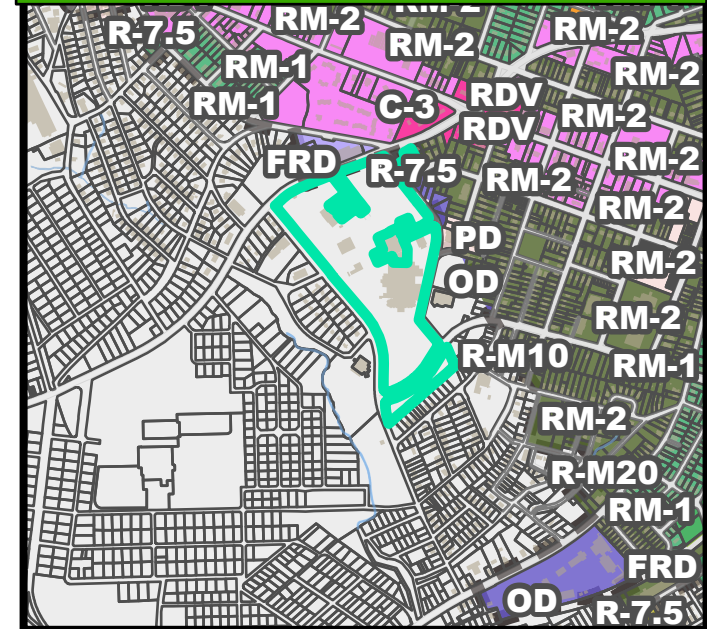
011300-02-00500

M Caldwell
Signature

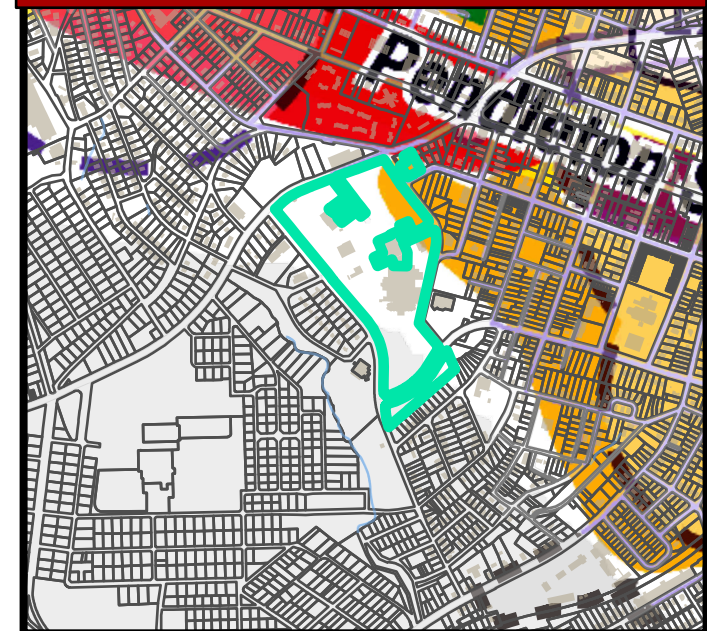
AERIAL VIEW



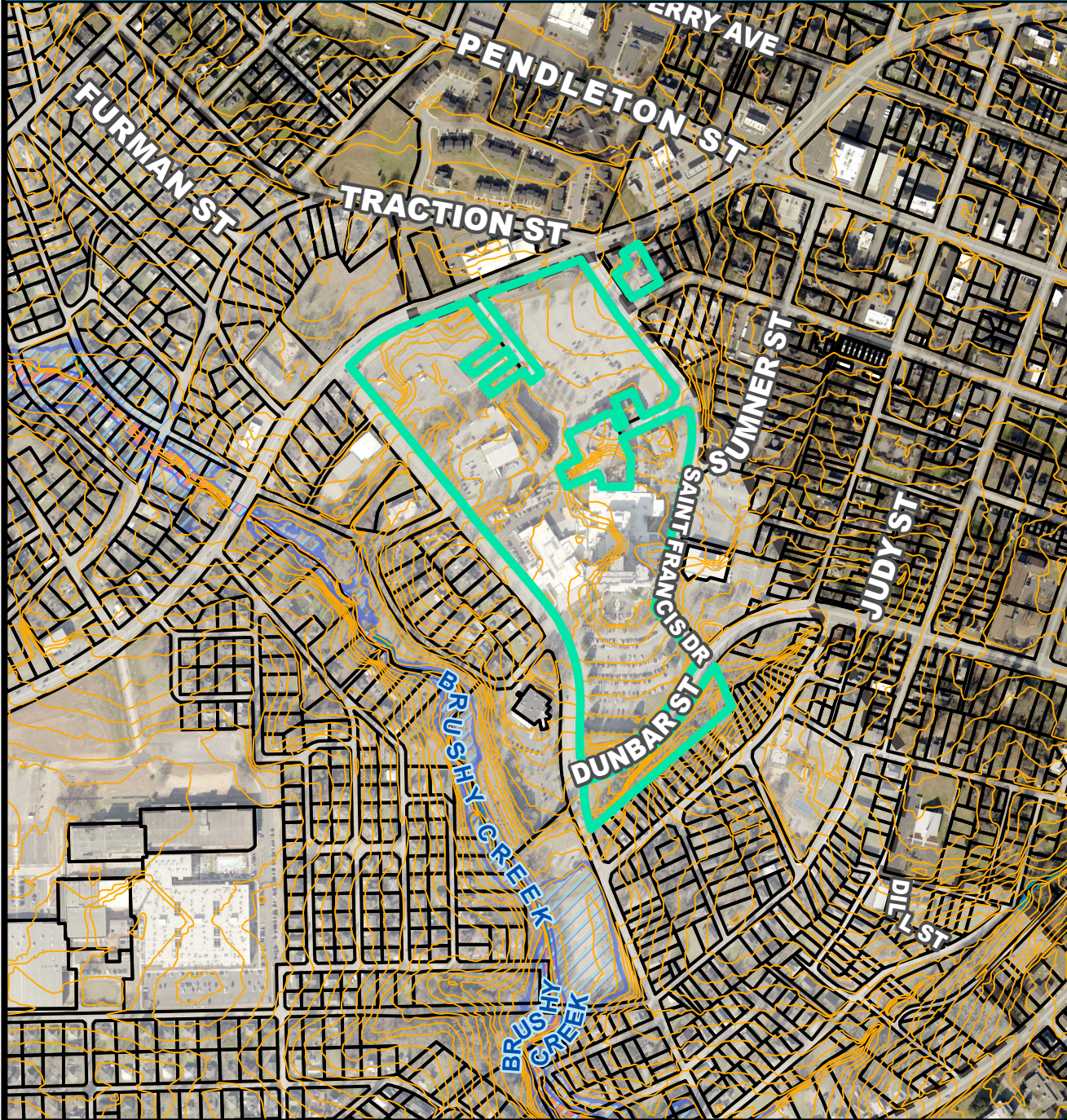
CURRENT ZONING



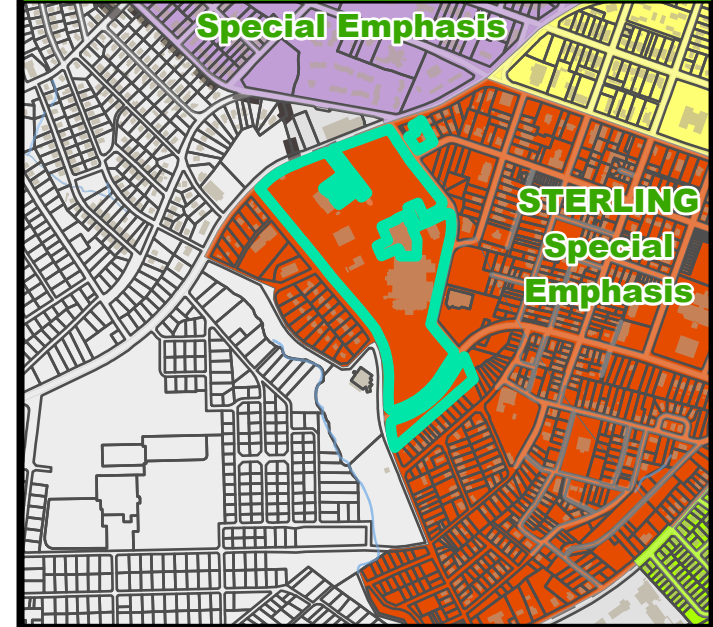
FUTURE LAND USE



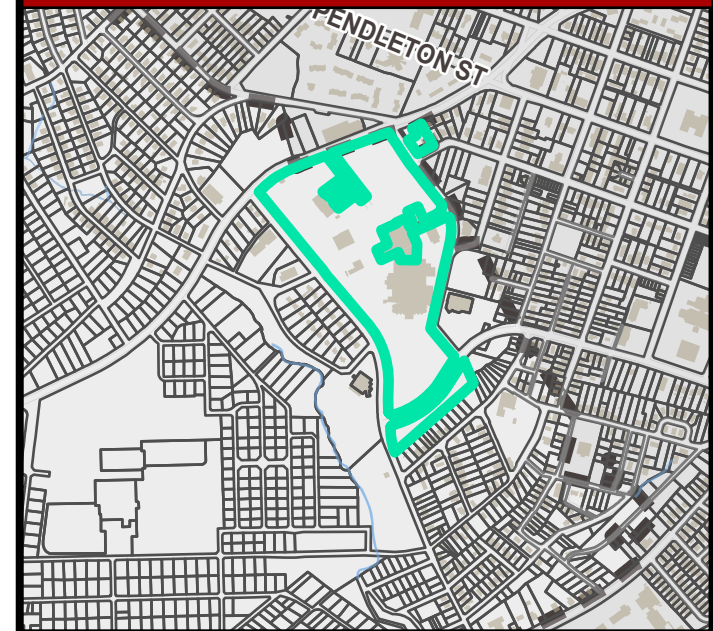
NATURAL / ENVIRONMENTAL FEATURES

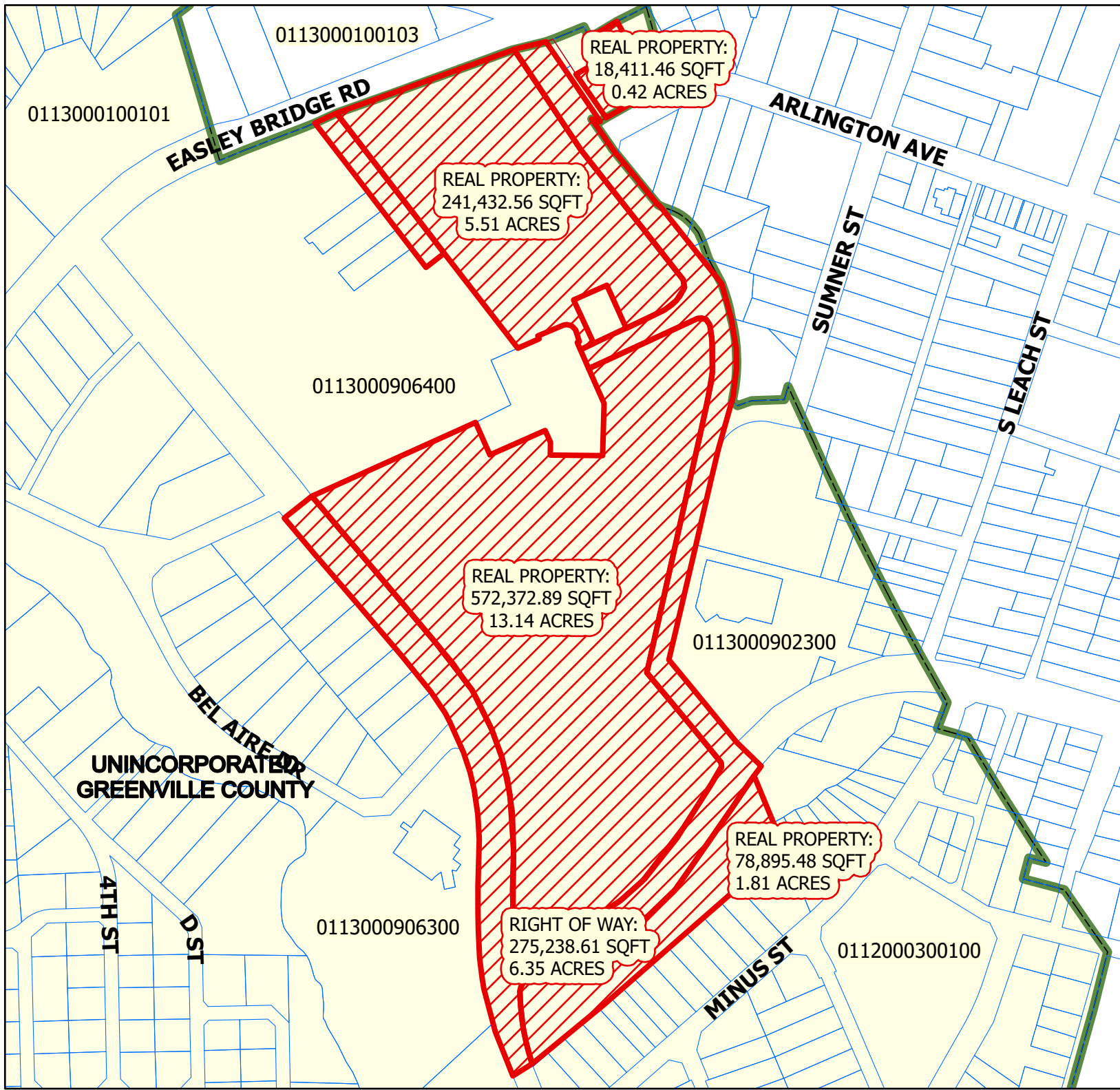


SPECIAL EMPHASIS NEIGHBORHOODS



PRESERVATION OVERLAYS





0113000100101

0113000100103

REAL PROPERTY:
18,411.46 SQFT
0.42 ACRES

REAL PROPERTY:
241,432.56 SQFT
5.51 ACRES

0113000906400

REAL PROPERTY:
572,372.89 SQFT
13.14 ACRES

0113000902300

REAL PROPERTY:
78,895.48 SQFT
1.81 ACRES

RIGHT OF WAY:
275,238.61 SQFT
6.35 ACRES

0113000906300

0112000300100

EASLEY BRIDGE RD

ARLINGTON AVE

SUMNER ST

S LEACH ST

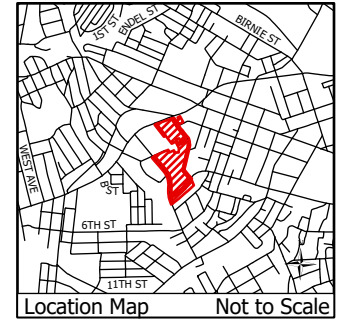
BEL AIR RD

MINUS ST

UNINCORPORATED
GREENVILLE COUNTY

4TH ST

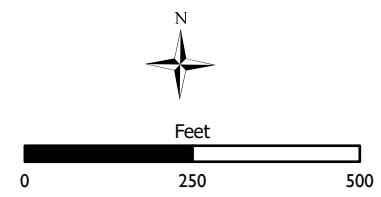
D ST



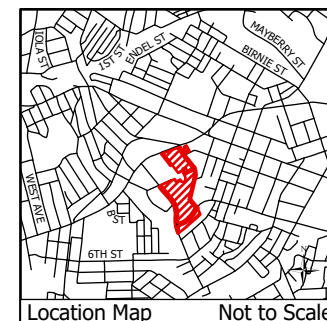
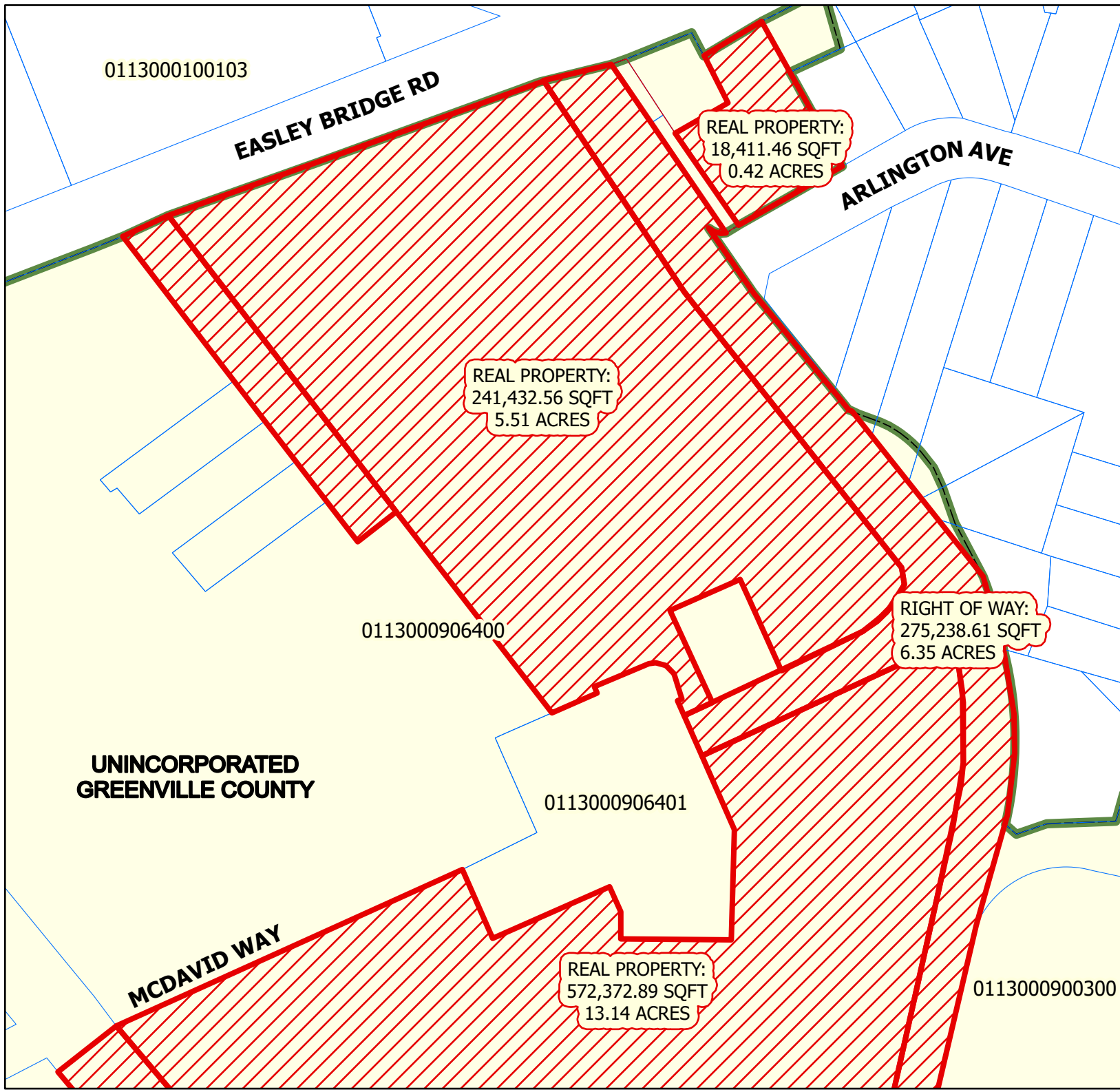
ANNEXATION MAP
for
Tax Map No. 0113000906400
into the
City of Greenville

- Total Annexation Area
- Greenville City Limits

Total Area of Annexation:
1,186,351.00 Sq. Ft.
Total Acreage of Annexation:
27.23 Acres
Existing County Zoning: **OD, R-7.5**
Proposed City Zoning: **OD**
City Council District: **2**
Census Tract: **21.05**
File Number: **AX-1-2023**



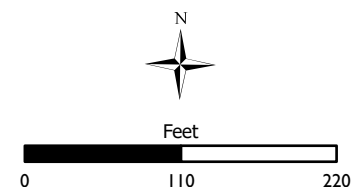
This map is a product of the City of Greenville, SC and was compiled from plats and other available information. No actual field survey was performed. Reasonable efforts have been made to ensure the accuracy of this map. The City of Greenville expressly disclaims any responsibility or liability with regard to the use of this map.
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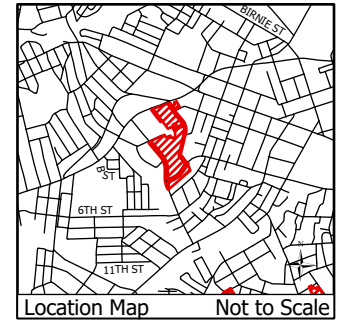
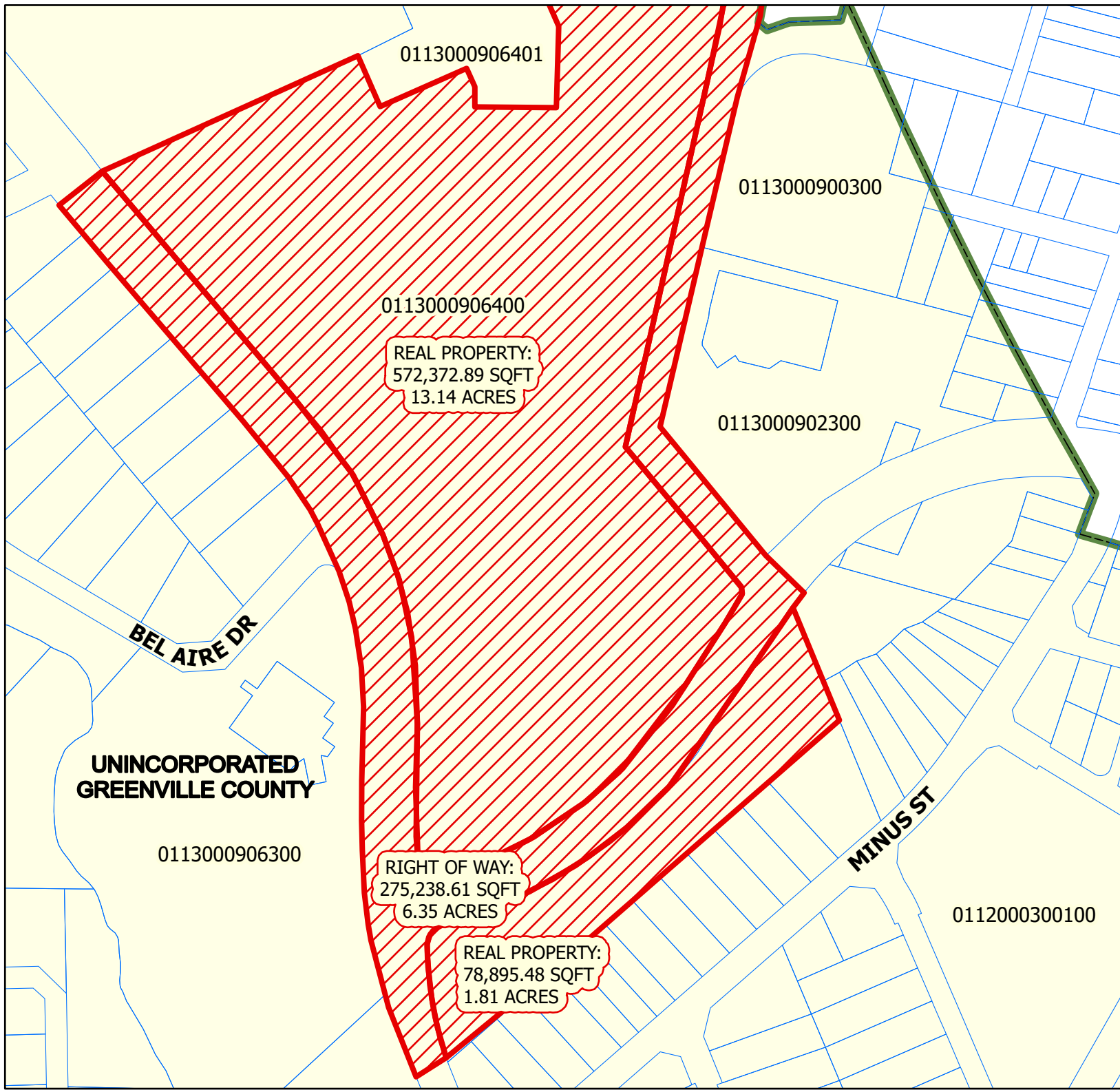
ANNEXATION MAP
for
Tax Map No. 0113000906400 and 0113000200500
into the
City of Greenville

-  Total Annexation Area
-  Greenville City Limits

Total Area of Annexation:
1,186,351.00 Sq. Ft.
Total Acreage of Annexation:
27.23 Acres
Existing County Zoning: **OD, R-7.5**
Proposed City Zoning: **OD**
City Council District: **2**
Census Tract: **21.05**
File Number: **AX-1-2023**



This map is a product of the City of Greenville, SC and was compiled from plats and other available information. No actual field survey was performed. Reasonable efforts have been made to ensure the accuracy of this map. The City of Greenville expressly disclaims any responsibility or liability with regard to the use of this map.
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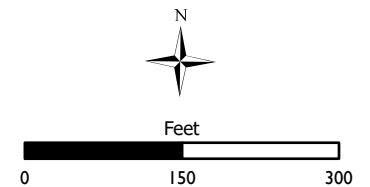


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**Planning Staff Report to
Greenville Planning Commission
February 10, 2023
for the February 16, 2023 Public Hearing**

Docket Number: Z-3-2023

Applicant: City of Greenville

Proposal: **TEXT AMENDMENT** to Sections 19-2.1.2 *Planning Commission*, 19-2.3.2 *Amendments to text and zoning district map*, 19-2.2.4 *Neighborhood meetings*, and Table 19-2.2-1 *Required Notice and Timing*, and creating Section 19-2.3.21 *Annexation*.

Staff Recommendation: **Recommend Approval with Modifications**

Applicable Sections of the City of Greenville Code of Ordinances:

Sec. 2-372 *Function, Powers, and Duties of Planning Commission*
Sec. 19-2.3.2 *Amendments to text and zoning district map*

Background

This text amendment was prepared at the request of City Council and consists of two parts:

1. The first would amend Section 19-2.2.1, *Authority to file applications*, to disallow a member of a planning board or commission from directly submitting an application to the review board on which they serve. Instead, a sitting board member would be required to have a representative submit the application on their behalf.
2. The second part of the text amendment would amend Section 19-2.2.18.(B), *General procedures and findings at public hearing*, to require a two-thirds (2/3) supermajority vote of a planning board or commission to approve or recommend approval of an application that has received a denial recommendation from city staff. City council recently adopted a similar supermajority standard for applications that receive a denial recommendation from the planning commission.

Staff Analysis:

With regards to the specific standards for text amendments in Section 19-2.3.2(E)(1), these specific amendments concern application processes and voting requirements, and do not affect zoning or land development elements of the code. Staff's full response to the 19-2.3.2(E)(1) criteria are presented on the text amendment application. Additional analysis for the two amendment parts are provided below.

Amendment to Section 19.2.2.1. Authority to file applications.

The proposed amendment would require any current member of the Planning Commission, Design Review Board, or Board of Zoning Appeals (collectively, "Review Board") to appoint a representative to submit an application on his or her behalf if the application would appear before the Review Board on which that member serves. In addition, the member must have a representative appear before the Review Board to present his or her application; the member could not present the application himself or herself. Staff's understanding is that the purpose of this Council-requested amendment is to minimize real or perceived conflicts of interest or preferential treatment for applications presented by a Review Board member. In addition to this new amendment, the existing recusal requirements for members with a conflict of interest would apply.

As a note, if the Review Board member is currently the owner of property subject to an application, their name and contact information is still required on the application along with that of their representative per Section 19-2.2.1(B).

Amendment to 19-2.2.18. Public hearing procedures.

The amendment to Section 19-2.2.18 adds a two-thirds “supermajority” voting requirement of the Review Board to approve, or recommend approval of, applications that have received a denial recommendation from city staff. City council recently adopted a similar requirement for itself with Ordinance No. 2023-08, which requires a two-thirds majority vote of City Council to approve a request with a denial recommendation from the Planning Commission. This amendment places additional weight on the professional staff’s recommendation for each application presented to a Review Board.

STAFF RECOMMENDATION: APPROVE

Procedural Note: While these two amendments are presented as part of the same text amendment application, the planning commission may choose to consider the two amendment sections individually in its recommendation to city council.

Application # _____	Fees Paid _____
Date Received: _____	Accepted by _____
Date deemed complete _____	App Deny Conditions _____



APPLICATION FOR ORDINANCE TEXT AMENDMENT CITY OF GREENVILLE, SOUTH CAROLINA

APPLICANT INFORMATION

City of Greenville NAME	(864) 467-4510 FAX
206 S Main Street ADDRESS	planning@greenvillesc.gov EMAIL
Greenville, SC 29601	SIGNED (City Manager)
(864) 467-4476 PHONE	DATE

REQUEST

PERTINENT CODE SECTION(S):

Amendment to Article(s) 19-2.2.1 and 19-2.2.18(B) of the Land Management Ordinance

NARRATIVE DESCRIPTION/PROPOSED REVISION(S):

This text amendment was prepared at the request of City Council. The proposed amendment will add language sections of the Land Management Ordinance regarding application requirements for current board and commission members, and voting requirements. Specifically, this would amend Section 19-2.2.1, "Authority to file applications" to disallow a member of a planning board or commission from directly submitting an application to the review board on which they serve. This text amendment would also amend Section 19-2.2.18.(B) "General procedures and findings at public hearing" to require a two-thirds (2/3) supermajority vote of a board or commission to approve or recommend approval of an application that has received a denial recommendation from planning staff.

INSTRUCTIONS

1. THE APPLICATION AND FEE, **MADE PAYABLE TO THE CITY OF GREENVILLE**, MUST BE RECEIVED BY THE PLANNING AND DEVELOPMENT OFFICE NO LATER THAN 5:00 PM OF THE DATE REFLECTED ON THE ATTACHED SCHEDULE.
2. THE APPLICANT MUST RESPOND TO THE "STANDARDS" QUESTIONS ON PAGE 2 OF THIS APPLICATION (YOU MUST ANSWER "WHY" YOU BELIEVE THE APPLICATION MEETS THE TESTS FOR GRANTING A TEXT AMENDMENT). SEE ALSO **SECTION 19-2.3.2, AMENDMENTS TO TEXT AND ZONING DISTRICT MAP**, FOR ADDITIONAL INFORMATION. YOU MAY ATTACH A SEPARATE SHEET ADDRESSING THESE QUESTIONS.
3. YOU MUST ATTACH THE REQUIRED APPLICATION FEE: \$ 100.00.
4. THE ADMINISTRATOR WILL REVIEW THE APPLICATION FOR "SUFFICIENCY" PURSUANT TO **SECTION 19-2.2.6, DETERMINATION OF SUFFICIENCY**, PRIOR TO PLACING THE APPLICATION ON THE PLANNING COMMISSION AGENDA. IF THE APPLICATION IS DETERMINED TO BE "INSUFFICIENT", THE ADMINISTRATOR WILL CONTACT THE APPLICANT TO REQUEST THAT THE APPLICANT RESOLVE THE DEFICIENCIES. **YOU ARE ENCOURAGED TO SCHEDULE AN APPLICATION CONFERENCE WITH A PLANNER, WHO WILL REVIEW YOUR APPLICATION FOR "SUFFICIENCY" AT THE TIME IT IS SUBMITTED. CALL (864) 467-4476 TO SCHEDULE AN APPOINTMENT.**

APPLICANT RESPONSE TO SECTION 19-2.3.2(E)(1), AMENDMENTS TO TEXT (YOU MAY ATTACH A SEPARATE SHEET)

1. DESCRIBE THE WAYS IN WHICH THE PROPOSED AMENDMENT IS CONSISTENT WITH THE COMPREHENSIVE PLAN.

The comprehensive plan does not address the proposed text amendments to Chapter 19. These amendments concern application processes for current board members, and voting requirements. The

proposed changes to Section 19-2.2.18.(B) do place additional weight on the recommendations of Planning Staff, who have been hired in part because of their professional experience and qualifications to review Planning projects. Most projects that are reviewed by staff include an evaluation of whether the request is consistent with the comprehensive plan, which helps inform the staff recommendation presented to the review board.

2. DESCRIBE THE WAYS IN WHICH THE PROPOSAL IS CONSISTENT WITH THE PROVISIONS OF THE ORDINANCE AND RELATED CITY REGULATIONS.

The amendment proposes modifications to an existing provision of the Land Management Ordinance and proposes new text that (1) would disallow a member of a planning board or commission from applying directly to the body on which they serve; and (2) would require a supermajority of the planning board or commission, defined as two-thirds of the planning board or commission members present, to approve or recommend approval of an application where planning staff had recommended denial. The proposed amendments have been added to the appropriate sections of Chapter 19 and have been reviewed by the City's Legal department.

3. DESCRIBE THE CONDITIONS THAT HAVE CHANGED FROM THE CONDITIONS PREVAILING AT THE TIME THAT THE ORIGINAL TEXT WAS ADOPTED.

Greenville has multiple boards and commissions, to which City Council appoints Greenville citizens to serve defined terms. For the city's planning boards, which include the Planning Commission, Design Review Board, and Board of Zoning Appeals, City Council has, in recent years, appointed representatives they believe possess the background and qualifications to review the various types of applications that come before these respective bodies. Examples include architects, engineers, attorneys, academics, planners, and other community representatives. From time to time, a member of a review board may submit an application to the board on which they serve, following the regular review process for such applications. These applications may be for a project affecting their own property or residence, or perhaps for a client as part of the member's professional work. Traditionally, these instances have been recognized as a conflict of interest and the review member has recused themselves from the public hearing for their application.

The proposed amendment creates an additional degree of separation by requiring the review board member to have another representative complete and submit the application. In addition, board members must still recuse themselves from any agenda items for which they have a conflict of interest. The City believes this text amendment will help provide continued confidence in the board and commission process.

With regards to the amendment requiring a two-thirds majority to override a staff recommendation for denial, this amendment mirrors the recently approved text amendment that requires a two-thirds vote of city council to override a negative recommendation from the Planning Commission on an application. This new standard places additional weight on the professional staff's recommendation and would apply to Planning Commission, the Board of Zoning Appeals, and Design Review Board.

4. DESCRIBE THE WAYS IN WHICH THE PROPOSAL ADDRESSES A DEMONSTRATED COMMUNITY NEED.

The proposal addresses a demonstrated community need by ensuring a higher standard for our board and commission members when it comes to conflicts of interest for a potential application to their decision-making body. This will also address a demonstrated community need by providing professional staff recommendations to planning boards and commissions that will now require a supermajority of the body present to approve an item that had been recommended for denial by staff. The members of the Planning staff are hired because of their personal and professional qualifications to serve on staff, they receive regular training on planning-related issues, and work with the standards and criteria for zoning map amendments, text amendments, and other matters every day. They are therefore qualified to effectively evaluate such requests and present a formal recommendation to the planning board or commission based on the review criteria for such applications and in response to their education, experience, accreditation, and other professional information received through their years in the profession. This proposed text amendment therefore provides a higher threshold for planning boards and commissions to approve matters on which the planning staff, having reviewed such requests with their aforementioned insights and qualifications, do not believe should be approved.

5. DESCRIBE THE WAYS IN WHICH THE PROPOSAL IS CONSISTENT WITH THE PURPOSE AND INTENT OF THE ZONING DISTRICTS IN THE ORDINANCE, WILL PROMOTE COMPATIBILITY AMONG USES, AND WILL PROMOTE EFFICIENT AND RESPONSIBLE DEVELOPMENT WITHIN THE CITY.

The proposal is consistent with the purpose and intent of the Ordinance which is to guide development in accordance with the existing and future needs of the city and to promote the public health, safety, morals, convenience, order, appearance, prosperity, and general welfare of the property owners and residents of the city, and other members of the public. Moreover, because of the professional backgrounds of planning staff, the planning board or commission's analysis and recommendation or final action also benefits from planning staff's input. The city also recently passed Ordinance 2023-08, which requires a two-thirds (2/3) supermajority of city council to also override a denial recommendation by Planning Commission. This

proposed text amendment likewise proposes continuing this check-and-balance to professional planning staff.

6. DESCRIBE THE WAYS IN WHICH THE PROPOSAL PROMOTES A LOGICAL AND ORDERLY DEVELOPMENT PATTERN.

The proposal will ensure a logical and orderly development pattern of the city by imposing higher standards for all planning-related board and commission applications.

7. DESCRIBE THE WAYS IN WHICH THE PROPOSED AMENDMENT WILL RESULT IN BENEFICIAL IMPACTS ON THE NATURAL ENVIRONMENT AND ITS ECOLOGY, INCLUDING BUT NOT LIMITED TO: WATER; AIR; NOISE; STORMWATER MANAGEMENT; WILDLIFE; VEGETATION; AND, WETLANDS.

The proposed amendment is not anticipated to negatively impact the natural environment and its ecology.

8. DESCRIBE THE WAYS IN WHICH THE PROPOSED AMENDMENT WILL RESULT IN DEVELOPMENT THAT IS ADEQUATELY SERVED BY PUBLIC FACILITIES AND SERVICES (ROADS, POTABLE WATER, SEWERAGE, SCHOOLS, PARKS, POLICE, FIRE, AND EMERGENCY FACILITIES).

The proposed amendment is not anticipated to negatively affect the adequate provision of public facilities and services and should maintain the current high level of services within the City of Greenville.

Sec. 19-2.2. - Common procedures.

The general provisions of this section shall apply to all applications for development approval and permit requests under this chapter, unless otherwise stated.

19.2.2.1. Authority to file applications.

(A) *General.* Applications submitted under this chapter pursuant to subsection 19-2.2.5, application submission, shall be submitted by the landowner; a person, business, or organization having rights in contract in the land; their authorized agent; the city council; the planning commission; the design review panels; or the administrator. No member of the Board of Zoning Appeals, the Design Review Boards (Urban or Neighborhood), or the Planning Commission shall submit an application to the reviewing body on which he or she serves. Should a member desire to submit an application to be heard by the reviewing body on which he or she serves, that member shall have a representative submit an application on the member's behalf and appear as the applicant before that reviewing body.

19-2.2.18. *Public hearing procedures.* All public hearings for applications held pursuant to this chapter shall comply with the following procedures:

(B) *General procedures and findings at public hearing.*

(3) Two-thirds majority required in some circumstances. In the event staff recommends denial of an application, in order for the reviewing body to approve an application before it as requested by the applicant, a favorable vote of two-thirds (2/3) of the members of the reviewing body present and voting at the meeting is required.