

MINUTES
LAURENS COUNTY PLANNING COMMISSION
TUESDAY, SEPTEMBER 22, 2016 – 5:30 P.M.
CHURCH STREET OFFICE COMPLEX

ATTENDANCE: **MEMBERS PRESENT** - Kay Weeks, Chair; Commission Members Bob Brewington; Posey Copeland; Sylvester Grant and Samuel Peden.

MEMBERS ABSENT: Commission Members, Beth Holmes (resigned) and Michael Smith (resigned).

COUNTY STAFF: Chuck Bobo, Laurens County Building Codes Official; Betty Walsh, Laurens County Clerk to Council, Jon Caime, County Administrator and Rob Russian, Public Works Director.

COUNTY COUNCIL MEMBERS PRESENT: County Councilman Garrett McDaniel.

GUESTS:

PRESS – No Press

SCHEDULED AGENDA ITEMS – 1.) Call to Order; 2.) Invocation and Pledge of Allegiance; 3.) Approval of Agenda September 22, 2016; 4.) Approval of minutes from August 16, 2016; 5.) New Business: None; 6.) Old Business; a.) Discussion of Planning Commission “Policy and Procedure”; b.) Review of seventy foot (70’) Antenna pole request by Mobility for placement in upper Laurens County, Rob Russian, Public Works Director and Chuck Bobo, Codes Officer; c.) Proposed next review / consolidation - Mobile Home Ordinances; 6.) Public Comment; 7.) Administrative Reporting; 8.) Commission Member Comments; 9.) Adjournment.

CALL TO ORDER – Chairwoman Weeks called the meeting of the Planning Commission to order at 5:32 P.M. in the Conference Room of the Hillcrest Square, Administrative Offices on August 16, 2016.

Chairwoman Weeks informed all present that Beth Holmes has resigned from the Planning Commission.

Chairwoman Weeks asked for all to stand for the invocation delivered by Vice Chairman Brewington and was followed by the Pledge of Allegiance by everyone.

APPROVAL OF AGENDA – The August 16, 2016 agenda was approved with a MOTION from COMMISSIONER COPELAND and a SECOND from VICE CHAIRMAN BREWINGTON; VOTE 5-0.

APPROVAL OF MINUTES – The June 21, 2016 minutes were approved with VICE CHAIRMAN BREWINGTON making the MOTION with COMMISSIONER COPELAND SECONDDING: VOTE 5-0.

NEW BUSINESS: NONE

OLD BUSINESS:

a.) **DISCUSSION OF PLANNING COMMISSION “POLICY AND PROCEDURE”** – Chairwoman Weeks asked Mr. Grant if he had read the document since he was new to board. Mr. Grant said that he had not. Mrs. Walsh is to get him a copy to review.

Chairwoman Weeks said, “The Planning Commission approved this in early 2016 and I am not sure what the County Administrator is really wanting us to do with it now. We will conduct further review once there is a full slate of Commissioners”.

- b.) **REVIEW OF SEVENTY FOOT (70') ANTENNA POLE REQUEST BY MOBILITY FOR PLACEMENT IN UPPER LAURENS COUNTY, ROB RUSSIAN, PUBLIC WORKS DIRECTOR AND CHUCK BOBO, CODES OFFICER** – Mr. Russian reported that as per the County Attorney, it would fall under the classification of the Cell Tower Ordinance.

Continuing, Mr. Russian said, “It is my understanding that Mobility is supposed to work up a variance request for the Commission to consider. Also the Engineers are looking for an alternate location including the size of the tower in order to make this project work”.

The Planning Commission took no action and is awaiting a reply from Mobility.

- c.) **PROPOSED NEXT REVIEW / CONSOLIDATION - MOBILE HOME ORDINANCES** – Administrator Caime informed the Commission Members that an internal committee (County Treasurer, Codes, Assessor and County Administrative Staff) has had two (2) meetings to determine how their offices are involved with the regulation of mobile homes.

Chairwoman Weeks stated that during those meetings, there were several things that got her attention. One foremost was the fact that a lot of people just cannot afford all of these extra things. Administrator Caime replied, “There are a lot of things that really do not belong in our ordinances such as fines and fees. They need to be in a separate Resolution. A Resolution can be changed quicker than an Ordinance. The second area that needs to be pulled out is enforcement”.

Vice Chairman Brewington noted that in all of the ordinances, there needs to be a consistent reference to departments. Mrs. Walsh stated that that was true and it evolved in some ordinances before there even was a Codes Department in Laurens County.

Noted below were discussion points that either were expanded upon or deleted by the Commission Members present.

1.3 General Requirements/Applicability:

- h.) All Manufactured homes, ~~subdivisions and parks~~ must meet the requirements of the Laurens County Flood Prevention and Erosion / Sediment Control & Stormwater Management Ordinances when applicable.
- e.) All Manufactured homes located within the unincorporated areas of Laurens County must be registered with the Laurens County **Building Codes** Department and have a valid permit sticker posted in a window visible from the street or driveway.

SECTION 2 – DEFINITIONS. All definitions were to be reviewed to determine if they were used in the ordinance.

SECTION 3 PERFORMANCE STANDARDS - MANUFACTURED HOMES

3.1 Process for Permitting a Manufactured Home:

- a. All manufactured home movers and setup companies shall be licensed and registered with the Department of Labor, Licensing and Regulation according to section 40-29-30 of the South Carolina Code of Laws. **(OPTION TO DELETE – C BOBO TO DETERMINE)**

3.1 Minimum Setback Requirements:

- a. ~~Thirty feet (30') from any road, street or highway right of way measured in a straight line from the exterior of the structure at a 90 degree angle to the closest point.~~

- b. ~~Fifteen feet (15') from any property line, utility easement or right of way measured in a straight line from the exterior of the structure at a 90 degree angle to the closest point.~~
- e. ~~Twenty five feet (25') feet from any other structures on property except for well pump houses, detached garages, utility buildings or other similar non habitable structures.~~

3.3 Manufactured Home Installation Requirements for private lots, subdivisions and parks:

- a. Foundations and tie-downs must be constructed in accordance with the manufactures specifications, **or and** the South Carolina Manufactured Housing Board's Regulations section 79-42, or an engineered design.
- b. Underpinning must be **used at the time of installation consisting of** brick, masonry, vinyl or prefabricated material designed specifically for such use.
- e. ~~Wood, roofing materials or metal, unless specifically designed to be used as underpinning, will not be accepted. Proper ventilation and crawl space access must also be provided.~~
- d. All water supply and sewage plumbing, steps, landings, decks, handrails, guardrails, ramps, electrical, gas, and HVAC installations must be installed in accordance with the requirements the latest state adopted International Residential Code.
- e. ~~Denial of issuance of a manufactured home permit under this section may be appealed to the Manufactured Home Appeal Committee under procedures set forth in section 6.3 of this ordinance.~~

3.4 Manufactured Home Detitling / Permanent Structures: **(STAFF TO DETERMINE HOW STATE CODE INVOLVES DETITLING)**

- a. Home must be underpinned with brick, masonry or concrete, which is supported by a continuous footing as required in the most recently adopted international residential code.
- b. Home must meet all requirements of this ordinance section 3.3.
- c. Home and land must be in the same name.
- d. Applicant must complete form and checklist provided by the county.
- e. Home must be registered with the county with current taxes paid.

PAGE 8, SECTION 3, PERFORMANCE STANDARDS - INDIVIDUAL MOBILE HOMES.
3.4 SKIRTING (Paragraph 7):
3.4 Skirting
Skirting is required within sixty (60) days after being sited. (may be wood, brick, mortar, mesh or vinyl.)
Openings shall conform with Uniform Standards as herein defined - 48" X48" minimum with door that latches

Was in Ord #436 from 1997

Not in Ord #655

SECTION 4 ~~STANDARDS - MANUFACTURED HOME PARKS~~

~~The establishment or expansion of a manufactured home park shall comply with the following design and development standards and meet the requirements of the Laurens County Subdivision Ordinance #418:~~

- ~~4.1 Water and Sewer All proposed parks shall be served by public water and sewer systems or other systems, plans of which shall be approved by DHEC.~~
- ~~4.2 Signage, names All manufactured home parks containing five (5) or more units must provide a sign of at least six (6) square feet indicating the name of the park. Park names shall not be phonetically similar to other parks or subdivisions.~~
- ~~4.3 Refuse Disposal Each lot of a manufactured home park must be provided with a refuse container or have access to a centralized refuse container on site, either of which are collected on a weekly basis. Centralized containers must be buffered from sight on three sides with a six foot (6') tall privacy fence constructed of wood or other approved materials.~~
- ~~4.4 Legal Owner and / or Operator Manufactured Home Park The legal owner and / or operator of the Manufactured Home Park shall at all times operate the park in compliance with the regulations of this ordinance.~~
- ~~4.5 Inspection of Manufactured Home Parks All of the park requirements stated in this ordinance must be inspected and approved by the Laurens County Building Codes Department prior to any installation of homes. These requirements must also be maintained as long as the park is in operation.~~
- ~~4.6 Existing Manufactured Home Parks All manufactured home parks in existence at the time of the adoption of this ordinance can continue to operate at its current capacity. Existing, nonconforming, parks cannot increase their size, number of lots or replace existing homes without meeting the requirements of this ordinance.~~

SECTION 6 LEGAL STATUS

6.1 Authority

This Ordinance is adopted pursuant to authority conferred by the South Carolina Code of Laws upon the County of Laurens. This ordinance repeals and replaces Ordinances #529 and #401.

Add in's requested by Chuck Bobo:

1. Side setbacks same as Subdivision (section 3.2)
2. Add refer to Laurens County Mobile Home setup guide (section 3.3 d)
3. Homeowner or dealer should be responsible for setback verification. If the County must verify have a licensed surveyor on site. (Def 18 & 3.1)
4. Need a Fine for moving a home without moving permit properly displayed on back of home. (5.2)
5. Change de-title home criteria to masonry skirting only (3.4 refers back to 3.3, but b is for all homes, it should be masonry only for de-title homes.)
6. Add M.H. additions by manufacturers design. (1.3 f)
7. Within 15 days of moving a home into or within the County, the owner shall obtain mobile home license (decal) from the County.
8. Pre"76" (Homes without H.U.D. inspection placards) homes are not allowed to be moved into the County or within the County. (1.3e)

OLD BUSINESS: There was no old business planned for discussion.

PUBLIC COMMENTS – Chairwoman Weeks opened the floor for any public comments. Having none, she continued with the agenda items.

ADMINISTRATIVE REPORTING - Chairwoman Weeks opened the floor for any comments.

COMMISSION MEMBER COMMENTS – Commissioner Copeland stated that he would like to see this Commission being paid at least for mileage. Administrator Caime asked if Mr. Copeland is he was addressing this as a motion.

COMMISSIONER COPELAND made the MOTION for the mileage for the Commissioners be reinstated.
COMMISSIONER PEDEN SECONDING; VOTE 4-0.

ADJOURNMENT - Having no further business, there was a CONSENSUS to adjourn at 6:58 P.M.

Respectfully Submitted,

Betty C. Walsh
Laurens County Clerk to Council