

Committee Members

District 1: Stuart Graham
District 4: Jose Luis
District 5: Steve Harper, Chair
Citizen: Maggie Norris
Citizen: Darrell Walters
PC Chair: Shelly Richards
PC Vice-Chair: Judianna Tinklenberg
Development Serv. Dir.: Allison Hardin
Zoning Director: Shannon Catoe
Ex-Officio: James Mulvaney



Interim County Administrator
Steve Willis

County Attorney
Ginny L. Merck-Dupont

Clerk to Council
Sherrie Simpson

**February 26, 2026
6:00 PM**

LANCASTER COUNTY COUNCIL

COUNTY COUNCIL AD-HOC UNIFIED DEVELOPMENT ORDINANCE (UDO) COMMITTEE
COUNTY COUNCIL CHAMBERS, COUNTY ADMINISTRATION
BUILDING, 101 NORTH MAIN STREET, LANCASTER, SC 29720

MINUTES

Committee Members Present: Stuart Graham, Maggie Norris, Darrell Walters, Shelly Richards, Judianna Tinklenberg, Allison Hardin, and Shannon Catoe.

Committee Members Absent: Jose Luis, Steve Harper, and James Mulvaney.

Staff Members/Others Present: Sherrie Simpson, Clerk to Council; Jeff Catoe, Public Works Director; Darin Robinson, Building Official; Chanda Kirkland, Development Service Coordinator; Mara Mata, Administrative Assistant to Planning; Jennifer Bryan, Planning Technician; and various employees.

A quorum of the County Council Ad-Hoc Unified Development Ordinance (UDO) Committee was present for the meeting. The following press were notified of the meeting by e-mail in accordance with the Freedom of Information Act: *The Lancaster News*, *Kershaw News Era*, *The Rock Hill Herald*, Cable News 2, Channel 9 and the local government channel. The agenda was posted in the lobby of the County Administration Building and also on the County website the required length of time.

Call to Order County Council Ad-Hoc Unified Development Ordinance Committee Meeting - Committee Chair Steve Harper

In the absence of the Committee Chair, Committee Member Stuart Graham called the County Council Ad-Hoc Unified Development Ordinance Committee meeting to order at approximately 6:03 p.m.

Approval of the Agenda

Darrell Walters moved to approve the agenda. Seconded by Shelly Richards. There was no discussion from the Committee. The motion to approve the agenda Passed by unanimous vote of 7-0. (Absent: Jose Luis, Steve Harper, and James Mulvaney)

Citizens Comments

The following citizens signed up for and spoke during the Citizen Comments: None.

The following citizens submitted electronic, written comments for Citizen Comments: None.

Discussion and Action Items

a. Approval of Minutes from the February 19, 2026, County Council Ad-Hoc Unified Development Ordinance (UDO) Committee Meeting

Shelly Richards moved to approve the minutes from the February 19, 2026, County Council Ad-Hoc Unified Development Ordinance (UDO) Committee meeting. Seconded by JudiannaTinklenberg. There was no discussion from the Committee. The motion to approve the minutes Passed by unanimous vote of 7-0. (Absent: Jose Luis, Steve Harper, and James Mulvaney)

b. Administration Chapters - *Allison Hardin*

The Committee discussed the guidebooks for comprehensive planning in the State of South Carolina and the Designation of the Administrator for the UDO. After a lengthy discussion, the Committee determined that the Designation of the Administrator for the Lancaster County UDO would be both the Planning Director and the Zoning Director/Zoning Administrator, or their designees. They also determined that the Stormwater Department would be under the Zoning Director's purview in the UDO.

The Committee made the following decisions in regards to the Administration Chapters within the UDO: (1) that Stormwater needed to be added to the Technical Review Committee (TRC); (2) that the duties of the Planning Director and the Zoning Director needed to be separated out; (3) that the TRC needed to be made an advisory body; (4) that the Planning Commission should see all of the reports from the TRC to help them in the decision-making process; (5) that in section 11.2.2., that modification needed to be re-worded; (6) that the Board of Zoning Appeals establishment and membership needed to be changed to match the most recent ordinance from Council, for example, that the Board is now composed of five members, not seven, and that they no longer represent Council districts; (7) that the 911 address coordinator needed to be added to TRC; and (8) that the Stormwater Advisory Committee needed to remain in the UDO re-write because that Committee is required outreach.

The Committee also discussed the definition of large assembly and they determined that this discussion would continue at the next meeting. The Committee also discussed conditional uses. The Committee discussed the difference between conditional uses and special exceptions, and which bodies heard each type of issue. The Committee asked that the County Attorney be at the next Committee meeting to discuss the conditional use change and Special Exceptions. They also suggested that the Attorney may need to brief the full Council in Executive Session regarding this change. The Committee also discussed concurrency.

Finally, the Committee discussed that there were not any big changes in the Violations and Enforcement section. However, the Committee did have a lengthy conversation around what is defined as an official complaint and the process for official complaints. They also discussed the maintenance standards for abandoned landscaping. Allison Hardin also explained that the

section on Rules of Interpretation and Measurement was now more sturdy and that pictures had been added to the section for clarity. She noted that now this section would be located within this one section of the UDO, rather than having it spread out over several sections.

The next Committee meeting will be held on March 4, 2026, at 6:00 p.m. in Council Chambers.

Adjournment

Darrell Walters moved to adjourn the County Council Ad-Hoc Unified Development Ordinance (UDO) Committee meeting. Seconded by Shelly Richards. There was no discussion from the Committee. The motion to adjourn Passed by unanimous vote of 7-0. (Absent: Jose Luis, Steve Harper, and James Mulvaney).

There being no further business to discuss, the Committee meeting adjourned at approximately 7:56 p.m.

Respectfully Submitted:

Sherrie Simpson

Sherrie Simpson
Clerk to Council

Approved by the Committee on June 30, 2026