

Council Members

District 1: Stuart Graham
District 2: Charlene McGriff
District 3: Billy Mosteller, Vice Chair
District 4: Jose Luis
District 5: Steve Harper
District 6: Bryant Neal, Secretary
District 7: Brian Carnes, Chair



County Administrator
Dennis E. Marstall

County Attorney
Ginny L. Merck-Dupont

Clerk to Council
Sherrie Simpson

**January 15, 2025
4:00 PM**

**LANCASTER COUNTY COUNCIL
COMMITTEE OF THE WHOLE
COUNTY COUNCIL CHAMBERS, COUNTY ADMINISTRATION
BUILDING, 101 NORTH MAIN STREET, LANCASTER, SC 29720**

MINUTES

Council Members Present: Steve Harper, Bryant Neal, Brian Carnes, Billy Mosteller, Charlene McGriff, Jose Luis, Stuart Graham.

Staff Members/Others Present: Dennis Marstall, County Administrator; Ginny Merck-Dupont, County Attorney; Sherrie Simpson, Clerk to Council; Stephany Snowden, Deputy County Administrator; Allison Hardin, Development Services Director; April Williams, Planning Director; Sabrena Harris, Chief Financial Officer; Jamie Privuznak, Budget Director; the press; various elected officials; various Department Heads; various employees; and citizens.

A quorum of Lancaster County Council 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. The power point presentation utilized during the meeting is attached to the written minutes in the Clerk to Council's office.

Call to Order - Chairman Brian Carnes

Chairman Brian Carnes called the Committee of the Whole meeting to order at approximately 4:00 p.m.

Welcome and Recognition - Chairman Brian Carnes

Chairman Brian Carnes welcomed everyone to the meeting.

Pledge of Allegiance and Invocation - Council Member Charlene McGriff

Charlene McGriff led the Pledge of Allegiance to the American Flag and delivered the Invocation.

Approval of the Agenda

Charlene McGriff moved to approve the agenda. Seconded by Bryant Neal. The motion Passed

by a vote of 7-0.

Citizens Comments

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

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

Discussion and Action Items

a. UDO Review - Presented by White and Smith Consultants' Tyson Smith, Kelly Cousino, and Sean Scoopmire

The PowerPoint presentation reviewed by the White and Smith Consultants is attached as Schedule A to the written minutes.

Kelly Cousino began the presentation with an update on the Unified Development Ordinance (UDO) that included the project overview, the assessment, drafting modules, the drafting process, and the project timeline. Sean Scoopmire reviewed the Module 2 overview via the PowerPoint presentation. Mr. Scoopmire reviewed the County's development areas and geographic areas. He also reviewed the types of districts found within rural development and suburban development. Steve Harper requested the staff and Council review the draft UDO page by page to avoid unintended consequences. Several Council members expressed interest in dividing the development areas of the County into Southern Lancaster, Greater Lancaster, and the Panhandle, as labeled in the County's 2040 Comprehensive Plan. Mr. Scoopmire reviewed Chapter 4 (Landscaping and Open Space) and the major proposed changes in that Chapter. Steve Harper reiterated the need for Council to review the draft UDO page by page and review the entire document in one meeting. Brian Carnes stated that another meeting would be scheduled to review the UDO in more depth. Jose Luis expressed interest in Council and the Planning Commission working together collectively on the UDO so that everyone would be on the same page with what was being proposed. Council discussed how they wanted to review the UDO going forward. Allison Hardin reviewed the recommendations from the UDO subcommittee and staff comments.

Kelly Cousino provided an overview of the major changes proposed for Chapter 5 (Parking and Loading) of the UDO via the PowerPoint presentation. Allison Hardin reviewed the recommendations from the UDO subcommittee and staff comments. Ms. Hardin addressed Council's questions regarding overflow parking and shared parking. Steve Harper noted that he wanted to see radius requirements for side-load garages.

Kelly Cousino provided an overview of the major changes proposed for Chapter 6 (Outdoor Lighting) of the UDO via the PowerPoint presentation. Council and staff discussed street lighting, regulations that would apply to public utility companies, and holiday lighting displayed by businesses and the proposed time frame the lights would be allowed. Allison Hardin reviewed the recommendations from the UDO subcommittee and staff comments.

Sean Scoopmire provided an overview of the major changes proposed for Chapter 7 (Signs) of the UDO via the PowerPoint presentation. Council discussed billboard signs, political signs and citizens' right to freedom of speech, temporary signs, digital signs, and mobile digital signs. Allison Hardin reviewed the recommendations from the UDO subcommittee and staff comments.

Sean Scoopmire provided an overview of the major changes proposed for Chapter 8 (Building Design) of the UDO via the PowerPoint presentation. Mr. Scoopmire highlighted that the proposed, major changes added new design and material standards for commercial uses in commercial districts, which would apply county-wide. Allison Hardin reviewed the recommendations from the UDO subcommittee and staff comments.

Kelly Cousino explained that Chapter 13 (Definitions) was updated as part of each module and would be finalized at the end of the drafting process. Ms. Cousino reviewed the next steps of the drafting process. Council and staff discussed which municipalities have their own UDO. Allison Hardin explained that the Town of Heath Springs and the Town of Kershaw have their own UDO, but that Lancaster County provided planning staff to them. Stuart Graham questioned if the UDO could be revisited once passed, if changes need to be made or if Council needed a refresher, and Ms. Hardin explained that the UDO would be amendable and that it could be revisited at the 6-month mark, and again at the 1-year mark once finalized.

Council scheduled a meeting for Thursday, January 23, 2025, at 4:00 p.m. to review Chapters 4 and 8 page-by-page.

Adjournment

Jose Luis moved to adjourn the Committee of the Whole meeting. Seconded by Stuart Graham. The motion to adjourn Passed by a vote of 7-0.

There being no further business to discuss, the Committee of the Whole meeting adjourned at approximately 6:09 p.m.

Respectfully Submitted:

Lauren Hill

Lauren Hill
Deputy Clerk to Council

Approved by Council on February 10, 2025.

Bryant Neal

Bryant Neal, Secretary



UDO Project Update

Lancaster County, South Carolina
January 15, 2025

WSC
White Smith Cousino
Planning | Codes | Design

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Agenda

- Project Overview
- Module 2 Review
- Next Steps

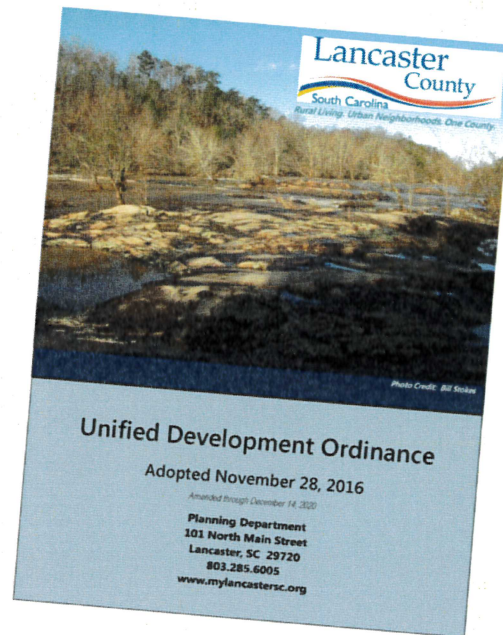


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Project Overview

- The UDO Update
 - The Assessment
 - Drafting Modules
 - Drafting Process
 - Project Timeline



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UDO Assessment

- Based on
 - Document Review
 - Staff and Stakeholder Input
- Road Map for Project
- Chapter-by-Chapter UDO Review
- Potential Interim Actions



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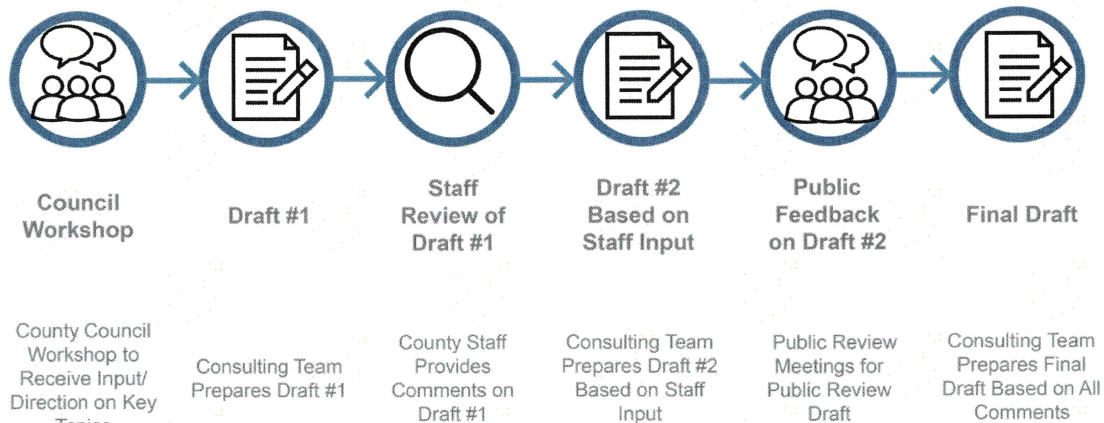
Drafting Modules

Module	Revised UDO Chapters	Current UDO Chapters
Module 1 (Zoning Districts & Use Regulations)	Chapter 1: Introduction Chapter 2: Zoning Districts Chapter 3: Use Regulations	Chapter 1: Introductory Provisions Chapter 2: District Standards Chapter 4: Overlay Districts Chapter 5: Use Regulations Appendix A – Legacy Planned Development Districts Appendix B – Highway Corridor Overlay District
Module 2 (Development & Design Standards)	Chapter 4: Landscaping & Open Space Chapter 5: Parking & Loading Chapter 6: Outdoor Lighting Chapter 7: Signs Chapter 8: Building Design	Chapter 7: General Development Standards Chapter 8: Natural Resources Protection
Module 3 (Subdivision & Site Design)	Chapter 9: Subdivision & Site Design	Chapter 6: Subdivision & Infrastructure Standards
Module 4 (Administration & Procedures)	Chapter 10: Procedures Chapter 11: Administration Chapter 12: Nonconformities & Vested Rights Chapter 13: Definitions & Acronyms Chapter 14: Submittal Requirements	Chapter 9: Administration Chapter 10: Definitions

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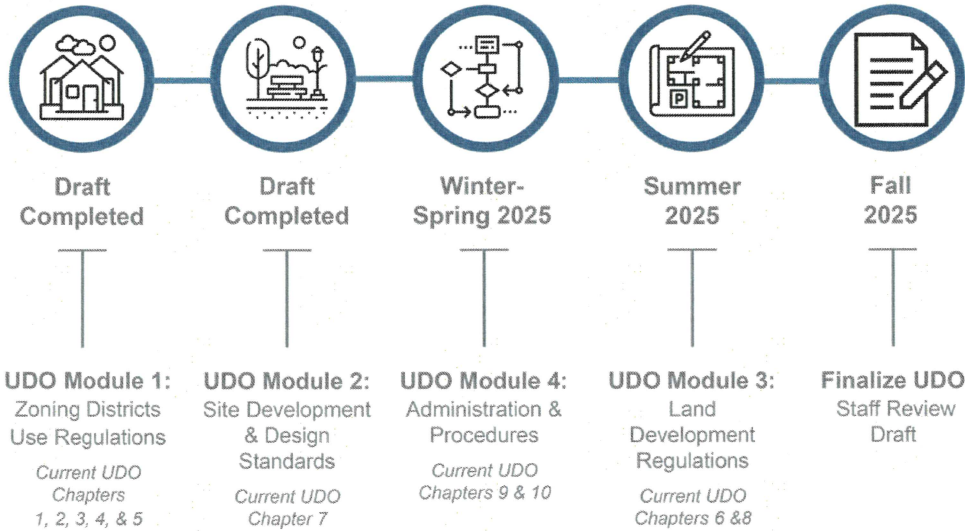
Drafting Process for Each Module



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Project Timeline



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Module 2 Overview

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Revised UDO Chapters

4. Landscaping & Open Space
5. Parking & Loading
6. Outdoor Lighting
7. Signs
8. Architectural Design Standards

Module 2

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Development Areas

Currently

- One set of development standards applies to entire county
- These standards control issues like
 - Parking
 - Landscaping and Tree Protection
 - Lighting



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Development Areas

County Council Input

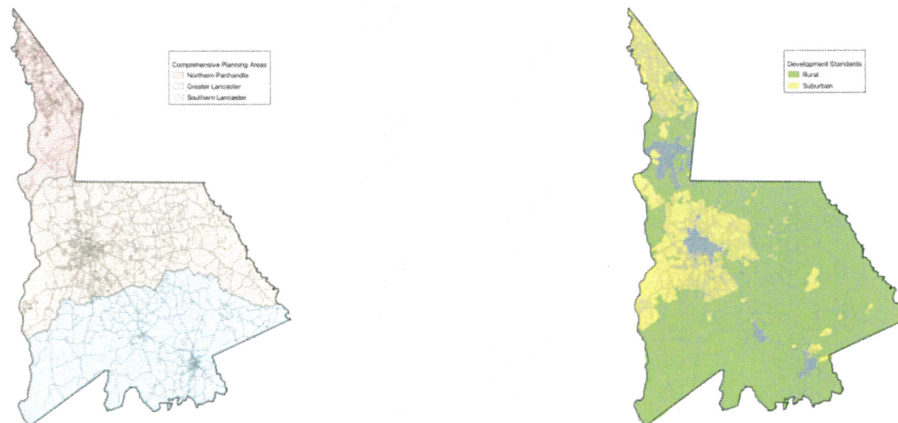
- Consensus in favor of two standards
- Needed further consideration of the geographic dividing line
- Would like to review County Zoning Map to consider district-based development areas



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Identifying Development Areas

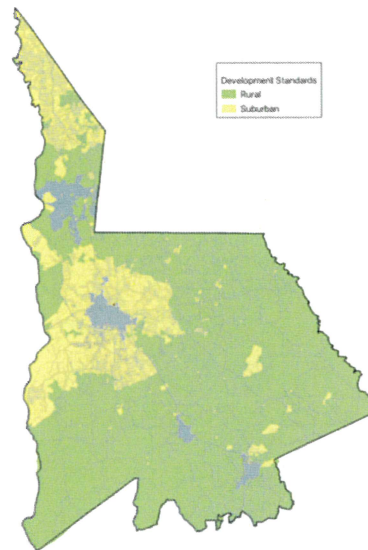


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Development Areas

- Illustration shows proposed locations for new “rural” development standards for:
 - AR – Agricultural Residential
 - RR – Rural Residential
 - RUB – Rural Business
 - M – Mining
 - OSP – Open Space Preservation
- All other districts will use suburban development standards



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Development Areas

Proposed

- Development Standards (Rural or Suburban) Can Vary by Zoning Districts
 - Rural
 - Suburban
 - Countywide

Table 4.3.1.1-1: Applicability of Landscaping & Screening Requirements by District

DISTRICT	BUFFERS & SCREENING	BUILDING LANDSCAPING	PARKING LOT LANDSCAPING	STREET TREES & STREET-SCAPING	SUBDIVISION ENTRY LANDSCAPING
RN	✗	✗	✗	✗	✗
LDR	✓	✓	✓	✗	✗
MDR	✓	✓	✓	✓	✓
MFR	✓	✓	✓	✓	✓
RUB	✗	✗	✗	✗	✗
NB	✓	✓	✓	✓	✓
GB	✓	✓	✓	✓	✓
RB	✓	✓	✓	✓	✓
INS	✓	✓	✓	✓	✓
OSP	✗	✗	✗	✗	✗
BT	✓	✓	✓	✓	✓
LI	✓	✓	✓	✗	✗
HI	✓	✓	✗	✗	✗
M	✓	✗	✗	✗	✗

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Chapter 4: Landscaping & Open Space

County Council Input:

- Consensus to add tree preservation
- Uncertainty about specimen trees
- Preservation of trees in buffers should be a focus
- Buffers are particularly important in the Northern Panhandle to preserve the feel of open space
- McClancy Seasoning was a preferred example of preservation of trees



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Chapter 4: Landscaping & Open Space

Major Changes Proposed:

- Adds mandatory tree save areas for most new developments
- Buffers changed from district- to use-based
- Increases perimeter buffer size and density
- Increases parking lot landscaping with different standards for suburban and rural contexts
- Adds streetscape buffer for commercial districts and major subdivisions
- Increases useable open space in subdivisions by eliminating the inclusion of buffers, floodplains, and wetlands



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Chapter 4: Landscaping & Open Space

PC UDO Committee and Staff Comments:

- Ensure that planting strips allow adequate space for street trees
- Increase perimeter buffer widths to allow healthy conditions for mature evergreen trees
- Limit where chain link fencing is allowed as part of the perimeter buffer
- Suggestions on installation policies:
 - Use a guarantee or surety bond to hold for a year to ensure survival
 - Allow flexibility in installation timing or phasing based on project or growing season



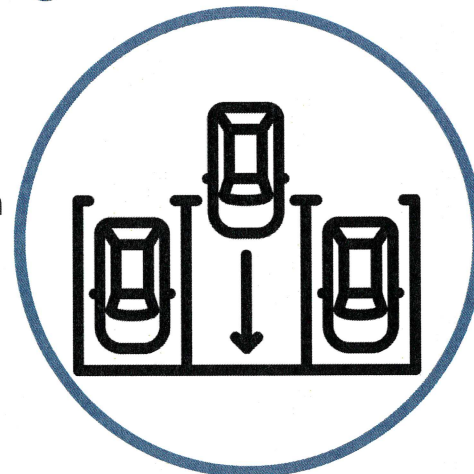
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Chapter 5: Parking & Loading

County Council Input:

- Prefer not to mandate parking locations or configurations (e.g., prohibiting parking spaces between a building and the street)
- Consensus to require increased landscaping between parking lots and streets



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Chapter 5: Parking & Loading

Major Changes Proposed:

- Generally carries forward § 7.2: Parking & Driveways
- Removes limitations on permitted parking locations to allow conventional parking layouts
- Adjusts parking ratios and includes all uses in the use table
- Adds parking demand study for some public assembly uses
- Proposes an optional alternative parking plan for:
 - Deferred parking
 - Shared parking
 - Remote parking
 - On-street parking
- Expands the option to surface in gravel for rural districts
- Adds new vehicle queuing requirements to ensure that drive-thru lanes don't interfere with on- and off-site circulation
- Adds new off-street loading requirement to ensure that deliveries don't interfere with on- and off-site circulation

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Chapter 5: Parking & Loading

• PC UDO Committee and Staff Comments:

- Alternative parking plans should include more parking to allow for future parking needs
- CO or TCO will not be issued until parking requirements are met
- Increase required parking for single-family residential from 1 space to 2 spaces; require at least 1 space to be outside of a garage
- Staff proposed an incentive in the parking allowances for additional stormwater controls
- Minor increase to parking stall size to accommodate increasingly common large vehicles like SUVs and pickup trucks parking stall
Requiring that queuing aisles do not interfere with drive aisles may be difficult
- Proposed more flexible surface material standards for ADA-accessible handicapped walkways

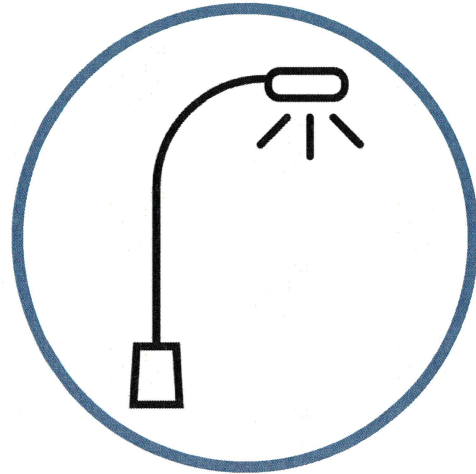
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Chapter 6: Outdoor Lighting

County Council Input:

- General satisfaction with current standards
- General consensus that modern light fixtures (directional lighting and shielded fixtures) resolve many issues with lighting
- Want to require lighting for multifamily for safety
- No consensus on extending outdoor lighting standards to residential lots



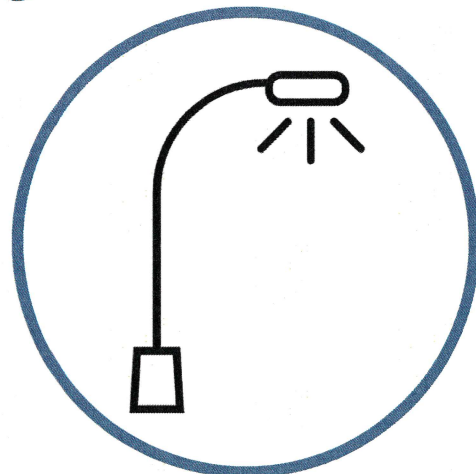
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Chapter 6: Outdoor Lighting

Major Changes Proposed:

- Generally carries forward § 7.3: Lighting
- Adds “lighting zones” to allow for different levels of regulation in different zoning districts
- Limits off-site impacts using backlighting, uplighting, and glare (BUG) ratings
- Requires warmer lighting color



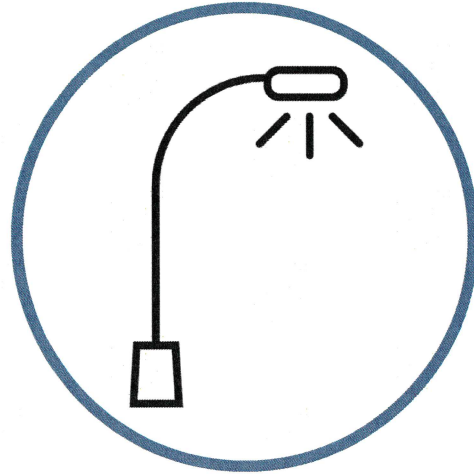
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Chapter 6: Outdoor Lighting

PC UDO Committee and Staff Comments:

- Add dark sky concepts to the purposes
- Limit seasonal lighting to no more than 30 days
- Provide specific standards for the racetrack
- Reference state fire code regulations regarding sky lanterns/paper lanterns
- Clarify the distinction between security lighting and building lighting
- Consider regulating lighting under the building codes
- Interest in simplifying the methods to regulate lighting



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Chapter 7: Signs

County Council Input:

- Consensus to increase wall sign allowance – scaled to building size
- Support for digital signs but also concerns
- Distinguish window from wall signs to restrict window signs
- Exempt signs not visible off-site
- Concern with signs for industrial uses and larger buildings
- Would like to see examples of sign types before final decisions



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Chapter 7: Signs

Major Changes Proposed:

- Comprehensive update to ensure content neutrality, primarily focused on:
 - Exempt signs
 - Incidental signs
 - Temporary signs
- Reorganization of district allowances for signs based on the intensity of the uses – sign districts
- Integration of HCO sign standards into the primary sign regulations
- Increases freestanding height and area allowances for commercial signs
- Increases wall sign allowances and changes allowance to percentage of wall area
- Prohibition of all signs in right-of-way
- Clarifies and increases lighting standards, especially for digital signs



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Chapter 7: Signs

PC UDO Committee and Staff Comments:

- Classify signs posted in public rights-of-way as litter and allow removal by litter control programs
- Do not allow pole signs (similar to pylon signs, which current code allows)
- Increase sign area for freestanding signs
- Allow signs to be constructed in buffers
- Rules for historic signs create difficulties in enforcement
- Maintain requirement for permit when changing a sign face



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Chapter 8: Building Design

County Council Input:

- Consensus to provide standards for commercial uses
- Want to ensure flexibility for branding
- Particular concern with storage buildings
- Consensus to provide standards for apartments and townhomes
- Balance with concerns for affordability with material standards – like waiver for affordable units



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Chapter 8: Building Design

Major Changes Proposed:

- Adds new design and materials standards for commercial uses in commercial districts
- Adds specific design and materials standards for storage facilities
- Updates residential design standards for Multifamily (including Cottage Courts, Townhomes, Duplexes, and Tri- and Quad-Plexes)
- Carries forward Highway Corridor Overlay standards with changes recommended by staff
- Allows building placement set back from street to allow conventional development configurations



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Chapter 8: Building Design

PC UDO Committee and Staff Comments:

- The HCO design standards should apply to Planned Development Districts (PDDs) in the overlay
- Require a mixture of materials to improve design of multifamily dwellings
- The materials standards for multifamily should apply to all residential building design subsections (cottage court, townhouse, duplex, tri- and quad-plex).
- Prefer a uniform list of prohibited materials for commercial buildings and the HCO district



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Chapter 13: Definitions

- Updated as part of each module and finalized at the end of the drafting process



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Next Steps

- Module 2
 - Comments incorporated/addressed in Final UDO
- Modules 3 and 4
 - Council/COW Input meetings
 - Committee meetings conducted by Planning Department staff
 - Staff Drafts of each Module provided by WSC
 - Staff Comments for each returned to WSC
 - Public Review Drafts provided
 - Public Roll-Outs for each Module
 - Comments incorporated/addressed in Final UDO

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Other Feedback?



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