



**MINUTES
CITY OF HARTSVILLE
PLANNING COMMISSION MEETING
MONDAY, JULY 29, 2019 - 5:30PM
CITY COUNCIL CHAMBERS - 100 EAST CAROLINA AVENUE**

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON FRIDAY, JULY 26, 2019 AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE; AN ACCESSIBLE FACILITY.

Members present: Chairman Curtis Lee, Dan Askins, Casey Hancock, Rebecca McDonald and Nancy McGee. **Members Absent:** Vice Chairman Chris Shirley and Trevor McDonald. **Staff:** Brenda Kelley and Shannon Munoz. **Guest:** None. **Press:** Jim Faile.

Call to Order

Chairman Curtis Lee called the meeting to order at 5:31pm.

Approval of Minutes

Rebecca McDonald made a motion to approve the July 1, 2019 special meeting minutes; Second: McGee; Carried: All in favor.

Election of Officers

Prior to the election of officers. Chairman Lee introduced Dan Askins the newest member of the commission. Mr. Askins is a Financial Services Professional with McGee Financial Group. Chairman Lee nominated himself as Chairman. Casey Hancock made a motion to reelect Curtis Lee as Chairman; Second: R. McDonald; Carried: All in favor. Nancy McGee nominated Chris Shirley as Vice Chairman. Casey Hancock made a motion to reelect Chris Shirley as Vice Chairman; Second: Dan Askins; Carried: All in favor.

Oath of Office

Dan Askins took the oath of office.

Old Business

Comprehensive Plan/Vision 2030

Mark Stellingworth is working on the technical writing and presentation for the final document.

Sign Ordinance

Staff Brenda Kelley made a Power Point Presentation that showed examples of various type signs that are currently used in the City. She also presented signs that used new technology that could be considered as the planning commission makes recommendations for revisions. Ms. Kelley will present the sign ordinance in phases.

Ordinance Revisions

Ms. Kelley presented the Temporary Pop Up Retail and the Temporary Storage Unit Ordinances. She explained the purpose of each. She asked that the commissioners reviewed the ordinances prior to the August meeting and be prepared to make recommendations.

Timeframe to Complete the Remaining Ordinance Revisions

Ms. Kelley presented a map that included all the remaining ordinances and proposed dates for recommendations to City Council.

New Business

Novus Agenda Discussion

Casey Hancock explained that Novus Agenda is a way to manage the agenda and meeting materials. He also explained how it could benefit the Planning Commission. Ms. Kelley explained how Novus Agenda is used for City Council meetings.

Adjournment

Askins made a motion to adjourn at 6:52pm; Second: McGee; Carried: All in favor.

Signature

Date