



**MINUTES  
CITY OF HARTSVILLE  
PLANNING COMMISSION MEETING  
MONDAY, JUNE 24, 2024 - 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 FRIDDAY, JUNE 21, 2024, AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE AND ON HARTSVILLESC.GOV. CITY HALL IS AN ACCESSIBLE FACILITY, FOR ASSISTANCE, CALL 843-383-3018.

**Members present:** Chairman Mallory Hankins, Vice-Chairman Warren Felkel, David Carlton, Jennifer Dunleavy, Curtis Lee, Courtney O’Neal, and Patrick Rogers. **Staff:** Michelle Byers-Brown, Brenda Kelley, Matt Winburn, and Intern Alden Rondeau. **Press:** Absent. **Guests:** None.

**Call to Order/Welcome**

Chairman Hankins called the meeting to order at 5:31p.m.

**Approval of Minutes**

Dunleavy made a motion to approve the February 26, 2024, minutes as submitted; Second: Lee. Carried: All in favor.

**Old Business**

**Electronic Message Board Signs**

The planning commission received a request from a church and a restaurant to consider amending the sign ordinance. The current ordinance allows Electronic Message Board signs for government agencies, public schools, and campuses with over ten acres in size.

Staff provided a PowerPoint presentation that displayed a couple of the electronic message board signs in the city. The presentation also included the type signs that both the church and the restaurant requested.

At a previous meeting, there was a question if churches were considered commercial. The planning commission was not in favor of allowing electronic message board signs for commercial businesses at present. The planning commission received information from staff that the 2023 South Carolina Code of Laws, Title 57- Highways, Bridges, and Ferries, Chapter 25 – Outdoor Advertising, Article 3- Highway Advertising Control Act listed several uses and activities that are not considered commercial activities. Churches were included in the list.

Dunleavy made a motion to not include churches and keep the definition as is. Staff shall work with the church to offer alternative solutions. Second: Lee; Carried: Dunleavy, Hankins, Lee, O’Neal, and Rogers voted in favor. Calton and Felkel opposed.

Staff provided a recommended revision to the Sign Overlay Zone. The Planning Commission expressed concerns about clarity and redundancy. The Planning Commission asked staff to provide the original wording with the revision prior to the next Planning Commission meeting.

Each commissioner would make his/her mark ups and email to staff prior to the next meeting. Staff would compile all the markups and provide a newly revised copy to the Planning Commission.

**Internally Lighted Signs in the R-2 Zoning District**

The Planning Commission received a request from a business owner in an R-2 zoning district to consider amending the sign ordinance to allow an internally lighted sign.

Staff provided a PowerPoint presentation of various internally lighted signs and non-internally lighted signs in various zoning districts throughout the city.

Dunleavy made a motion to make no changes to the ordinance to allow internally lighted signs in residential zoning districts; Second: Lee. Carried: All in favor.

The ordinance did not make provisions or spell out all permitted uses in the residential zoning districts. To correct this omission, Hankins made a motion to amend the ordinance to read as follows, “All other non-residential uses permitted in a residential zoning district may erect one freestanding sign not exceeding 15 square feet in area or a maximum height of six (6) feet. Such signs shall use only external illumination.” Second: Dunleavy; Carried: All in favor.

**Definition of Short-Term Rental Units**

At the June Council work session, Council asked the Planning Commission to recommend a definition of a short-term rental unit. Rogers made a motion to define a short-term rental unit as a dwelling unit, principal, or accessory, which is rented to transient guests for less than 30 consecutive days. Second: Felkel; Carried: All in favor.

**Adjournment**

Hill made a motion to adjourn at 7:42p.m. Second: Hankins. The next meeting is scheduled for Monday, July 29, 2024, at 5:30p.m. in Council Chambers at City Hall.

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Chairman Mallory Hankins

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Date