



**CITY OF FLORENCE PLANNING COMMISSION  
CITY CENTER – COUNCIL CHAMBERS  
324 WEST EVANS STREET, FLORENCE, SC  
TUESDAY, JUNE 10, 2025 – 6:00 P.M.  
REGULAR MEETING AGENDA**

**I. Call to Order**

**II. Invocation and Pledge of Allegiance**

**III. Approval of Minutes** Regular meeting on April 8, 2025

**IV. Public Hearing and Matter in Position for Action**

PC-2025-21 Request to annex and zone IL the lot located on Jennie O'Bryan Boulevard identified as a portion of Florence County Tax Map Number 00122-01-042.

**V. Public Hearing and Matter in Position for Action**

PC-2025-22 Request to name the private road located behind 2791 David H. McLeod Boulevard and fronted by the parcel identified as Florence County Tax Map Number 00099-01-212.

**VI. Public Hearing and Matter in Position for Action**

PC-2025-23 Request to annex and zone NC-6.1 the two parcels located at 922 and 926 Third Loop Road and identified as Florence County Tax Map Numbers 01511-01-037 and 01511-01-038.

**VII. Public Hearing and Matter in Position for Action**

PC-2025-24 Request to annex and zone AC the two parcels located at 2037 and 2111 South Irby Streets and identified as Florence County Tax Map Numbers 00150-01-007 and 00150-01-061.

**VIII. Public Hearing and Matter in Position for Action**

PC-2025-25 Request to annex and zone RG-2 the lot located on Pelican Drive identified as Florence County Tax Map Number 00522-01-026.

**IX. Public Hearing and Matter in Position for Action**

PC-2025-26 Request to annex and zone NC-6.3 the lot located on Westfield Drive identified as Florence County Tax Map Number 00072-01-045.

**X. Public Hearing and Matter in Position for Action**

PC-2025-27 Request to amend various sections of the *Unified Development Ordinance* to permit detached accessory dwelling units.

**XI. Public Hearing and Matter in Position for Action**

PC-2025-28 Request to rezone two parcels on East Howe Springs Road from CA to RU, identified as Florence County Tax Map Numbers 00152-01-127 and 00152-01-017.

**XII. Adjournment** Next regular meeting is scheduled for July 8, 2025.

## **CITY OF FLORENCE, SOUTH CAROLINA PLANNING COMMISSION**

### **APRIL 8, 2025 MINUTES**

**MEMBERS PRESENT:** Drew Chaplin, Shelanda Deas, Betty Gregg, Charles Howard, Jerry Keith, Jr., Mark Lawhon, Bryant Moses, and Xavier Sams

**MEMBERS ABSENT:** Charlie Abbott

**STAFF PRESENT:** Jerry Dudley and Alane Zlotnicki

**CALL TO ORDER:** Chairman Drew Chaplin called the meeting to order at 6:01 p.m.

**INVOCATION & PLEDGE:** Chairman Chaplin asked Mr. Moses to provide the invocation. He then led everyone in the Pledge of Allegiance.

**APPROVAL OF MINUTES:** Chairman Chaplin asked Commissioners if any changes needed to be made to the March 11, 2025 meeting minutes. There being no changes or discussion, Dr. Lawhon moved to approve the minutes, Mr. Howard seconded, and the motion passed unanimously (7-0).

### **PUBLIC HEARINGS AND MATTERS IN POSITION FOR ACTION:**

**PC-2025-15 Request to annex and zone NC-6.3 a parcel along Toscanna Drive, identified as a portion of Florence County Tax Map Number 00100-01-101.**

Chairman Chaplin recused himself because he is involved in the real estate transaction. He asked Dr. Lawhon to act as chairman for this case. He reminded the audience that this is not a public hearing because it was held at the March 11 meeting. Dr. Lawhon read the introduction to PC-2025-15, then asked Mrs. Zlotnicki for the staff report as submitted to Planning Commission.

Mr. Howard asked if there had been any new developments; she said not that she's heard about.

There being no questions for staff, Dr. Lawhon offered to let two people speak on the request.

Mr. Ken Wenzl, the president of the Villa Toscanna Homeowners Association, spoke to express concerns with the proposal. He said they met with Louie Hopkins and asked him to build houses there, but he said that wasn't viable. He referenced an objection letter from the residents regarding the proposal.

Mr. Louie Hopkins spoke in favor of the proposal. He said that single family wasn't viable because of the commercial use next to it and townhouses would make a good transition. He also pointed out that there is a retention pond between this parcel and any houses in Villa Toscanna. He said they will do apartments if they aren't annexed.

Mr. Moses clarified that the county would permit apartments. Dr. Lawhon said that the City has more restrictive buffers and density limits. Mr. Howard said that it is unzoned and while he understands and respects the neighborhood's feelings on it, there would be more oversight in the City.

Mr. Keith asked about the maximum number of units; Mrs. Zlotnicki said that would be 26 units.

Dr. Lawhon called for discussion or a motion. Mr. Howard moved to approve the request as submitted due to the increased protections from the city; Ms. Gregg seconded, and the motion passed 4-2, with Dr. Lawhon and Mr. Moses voting against the request, and Ms. Deas, Mr. Keith, Ms. Gregg, and Vice-Chairman Howard voting in favor of approving the request, and Chairman Chaplin recused from the vote.

Chairman Chaplin resumed his seat as chairman.

**\*Xavier Sams arrived\***

**PC-2025-17 Request to rezone the parcel located at 1203 Sopkin Avenue from CA to NC-6.1, identified as Florence County Tax Map Number 90099-12-016.**

Chairman Chaplin read the introduction to PC-2025-17, then asked Mrs. Zlotnicki for the staff report as submitted to Planning Commission. She said that the owner would need to go to the Board of Zoning Appeals for setback variances.

There being no questions for staff, Chairman Chaplin opened the public hearing. There being no one to speak for or against the request, Chairman Chaplin closed the public hearing and called for discussion or a motion. Mr. Moses moved to approve the request as submitted; Dr. Lawhon seconded, and the motion passed unanimously (8-0).

**PC-2025-18 Request to amend the *Unified Development Ordinance* regarding the preservation of cemeteries.**

Chairman Chaplin read the introduction to PC-2025-18, then asked Mrs. Zlotnicki for the staff report as submitted to Planning Commission.

Dr. Lawhon asked about the fencing requirement. He asked where the 4 feet height requirement came from. Mr. Dudley said we researched other municipalities and that's what we came up with. Dr. Lawhon said he felt 4 feet was too low. Mr. Dudley said they can amend the language as part of the motion. There was discussion about the need for a height limit since the property owner will make the decision to use fences at all. Mr. Moses said he thinks a fence should be required all around the cemetery.

There being no questions for staff, Chairman Chaplin opened the public hearing. There being no one to speak for or against the request, Chairman Chaplin closed the public hearing and called for discussion or a motion. Mr. Moses moved to approve the request adding the requirement of a fence around the entire parcel; the motion failed due to the lack of a second.

Mr. Howard moved to approve the request as submitted, allowing the buffer, and making a fence optional but no taller than 6 feet and 50% opaque, with the option of applying for a variance for an 8 foot tall fence. Dr. Lawhon seconded, and the motion passed 6-1-1, with Drew Chaplin, Betty Gregg, Charles Howard, Jerry Keith, Jr., Mark Lawhon, and Xavier Sams voting yes, Mr. Moses voting no, and Ms. Deas abstaining.

**ADJOURNMENT:** There being no other business, Chairman Chaplin called for a motion to adjourn. Mr. Moses moved to adjourn, Dr. Lawhon seconded, and the motion passed unanimously. Chairman Chaplin adjourned the meeting at 6:40 p.m. The next regular meeting is scheduled for May 13, 2025.

Respectfully submitted,  
Alane Zlotnicki, AICP, Senior Planner

**DEPARTMENT OF PLANNING, RESEARCH & DEVELOPMENT  
STAFF REPORT TO THE  
CITY OF FLORENCE PLANNING COMMISSION  
JUNE 10, 2025**

**AGENDA ITEM:      PC-2025-21      Request to zone Light Industrial, pending annexation, the property located on Jennie O’Bryan Boulevard, identified as a portion of Florence County Tax Map Number 00122-01-042.**

**I. IDENTIFYING DATA:**

Property Owner	Tax Map Number
Nucor Corp	00122-01-042

**II. CURRENT STATUS/PREVIOUS ACTION TAKEN:**

This issue is before the Planning Commission for public hearing and recommendation to City Council.

**III. GENERAL BACKGROUND DATA AND SURROUNDING ZONING AND USES:**

<b>Current Zoning:</b>	B-5 – Industrial (County)
<b>Proposed Zoning:</b>	Light Industrial (IL)
<b>Current Use:</b>	Vacant land
<b>Proposed Use:</b>	Light industrial uses
<b>Acreage:</b>	7.0 acres
<b>North:</b>	Vacant land; Light Industrial (IL) (City)
<b>West:</b>	Church; Campus (CA) (City)
<b>East:</b>	Vacant land; Light Industrial (IL) (City)
<b>South:</b>	Vacant land; Destination/Select Use (DS) (City)

**IV. POINTS TO CONSIDER:**

- (1) This 7 acre portion is part of a total 67 acre parcel. The remaining 60 acres are located on the south side of Jennie O’Bryan Boulevard, bordered by North Cashua Drive and ending at Sumter Street.
- (2) Uses of the adjacent properties include vacant land and a large church.
- (3) Any future development will be subject to the regulations and standards of the *Unified Development Ordinance* for light industrial uses, including landscaping and buffering from adjacent parcels.
- (4) Light Industry is defined in the *Unified Development Ordinance* to mean uses that involve research and development, assembly, compounding, packaging, testing, or treatment of products from previously prepared materials, with limited outside storage and limited external impacts or risks; or wholesale uses; or rental or sale of large items that are stored outside. For illustrative purposes, light industry uses include:
  - a. Assembly, testing, or refurbishing of products, instruments, electronics, office and

- computing machines, and fixtures from pre-manufactured components;
- b. Offices of general contractors, specialty subcontractors, or tradesmen which include:
  - i. Bay door access to indoor storage of tools, parts, and materials;
  - ii. Parking of commercial vehicles; or
  - iii. Outdoor storage areas that are smaller than the area of the first floor of the building that are used for storage of materials or vehicles that are less than 12 feet in height.
- c. Communications facilities, except wireless telecommunications facilities;
- d. Data centers, server farms, telephone exchange buildings, and telecom hotels;
- e. Food production and packaging other than meat and seafood processing and restaurants;
- f. Furniture making or refinishing;
- g. Manufacture of textiles or apparel;
- h. Screen printing of apparel;
- i. Printing and publishing, except copy centers (which are commercial and personal services), and except printing presses that require a Stationary Source permit or Title V permit for air emissions (which are heavy industry);
- j. Research and development, scientific testing, and product testing;
- k. Disassembly of consumer electronics and / or appliances into component parts, where all operations and storage are within an enclosed building;
- l. Manufacture or compounding of pharmaceutical products, dietary supplements, health and beauty products, and herbal products; and
- m. Packaging of products.
- (5) City staff recommends the parcel be zoned IL as requested, contingent upon annexation into the City of Florence.

**(1) OPTIONS:**

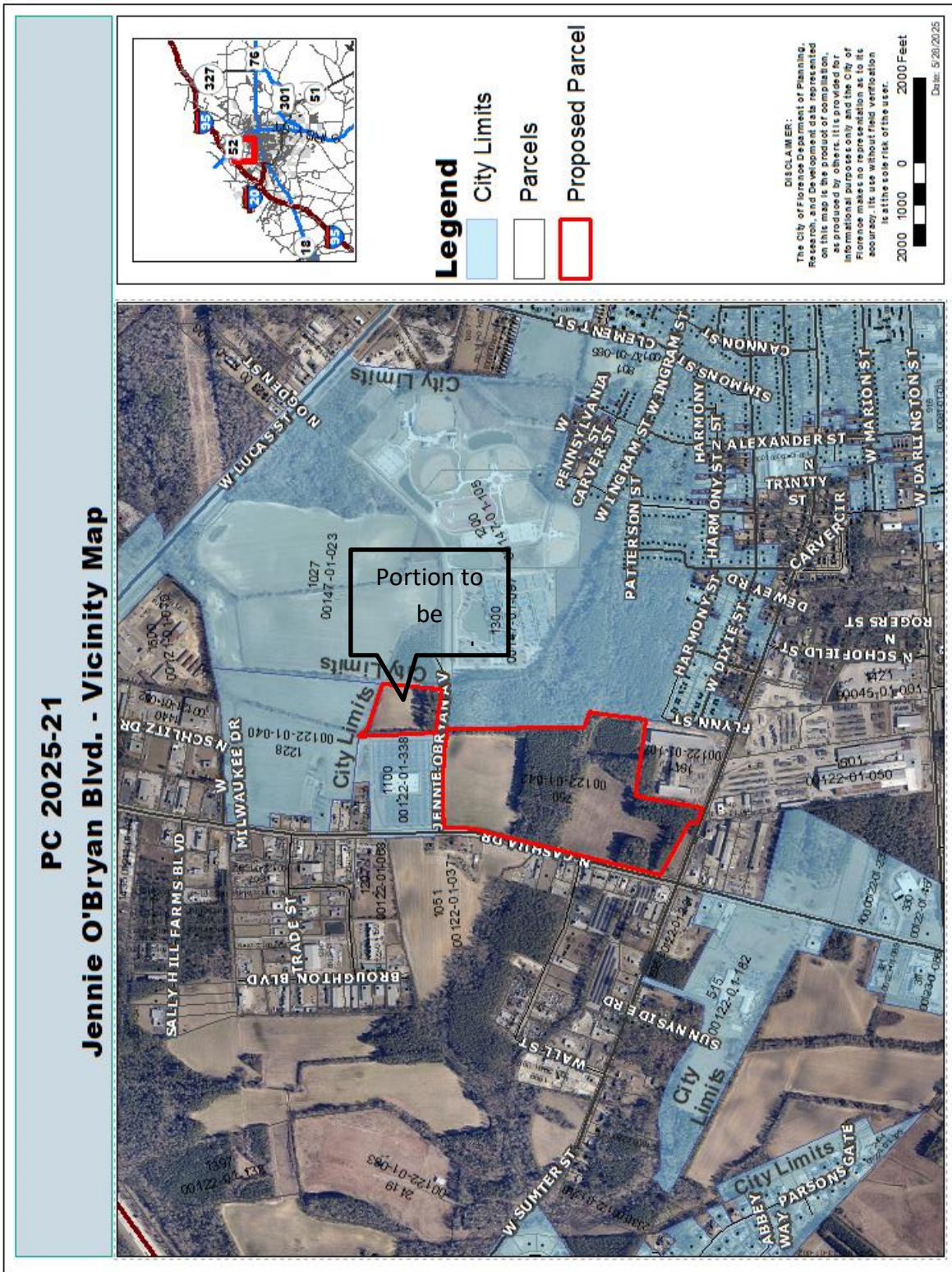
Planning Commission may:

- (1) Recommend approval of the request as presented based on the information submitted.
- (2) Defer the request should additional information be needed.
- (3) Suggest other alternatives.
- (4) Recommend denial of the request based on information submitted.

**VI. ATTACHMENTS:**

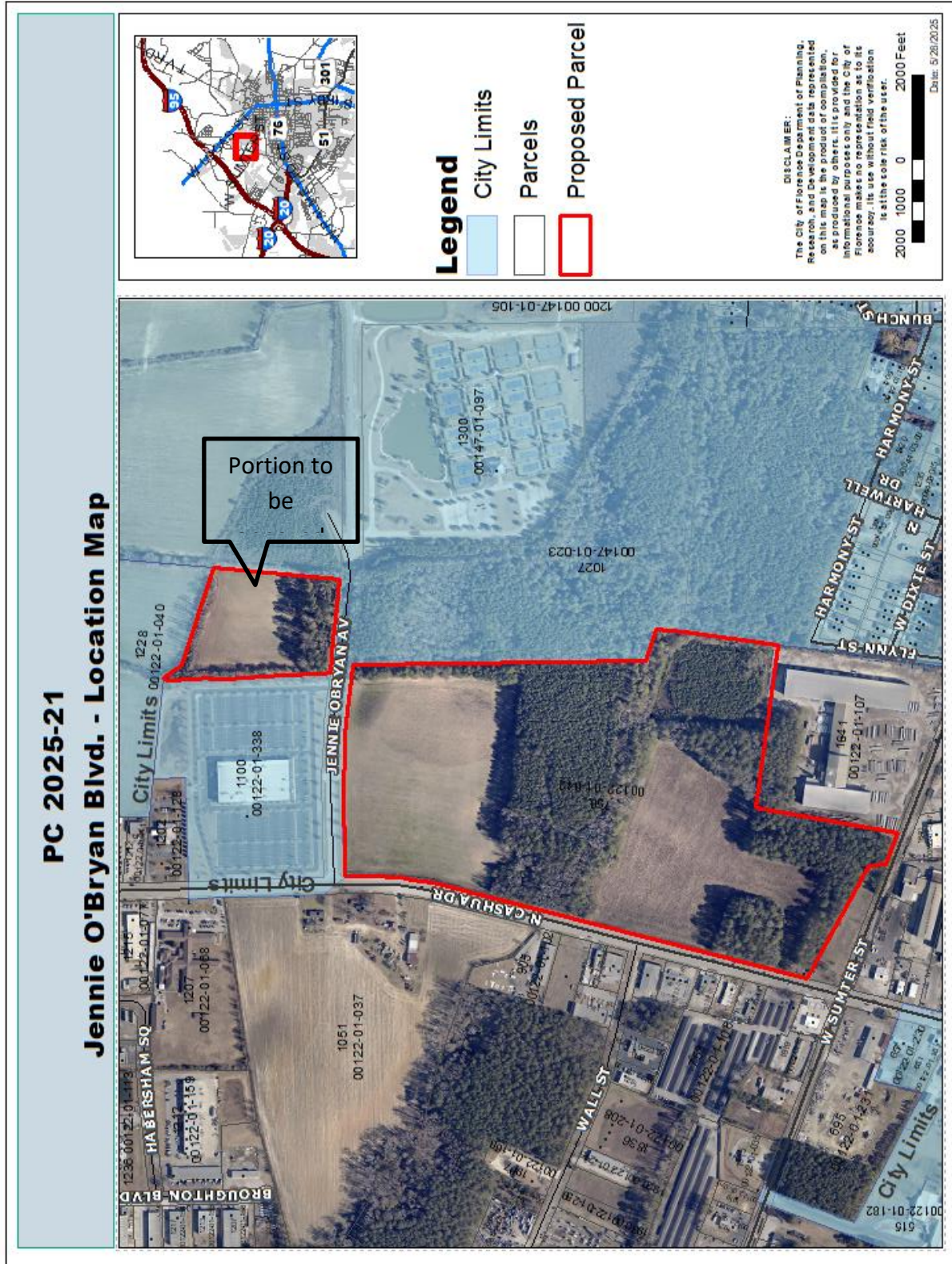
- A) Vicinity Map
- B) Location Map
- C) Current Zoning Map
- D) Future Land Use Map

Attachment A: Vicinity Map

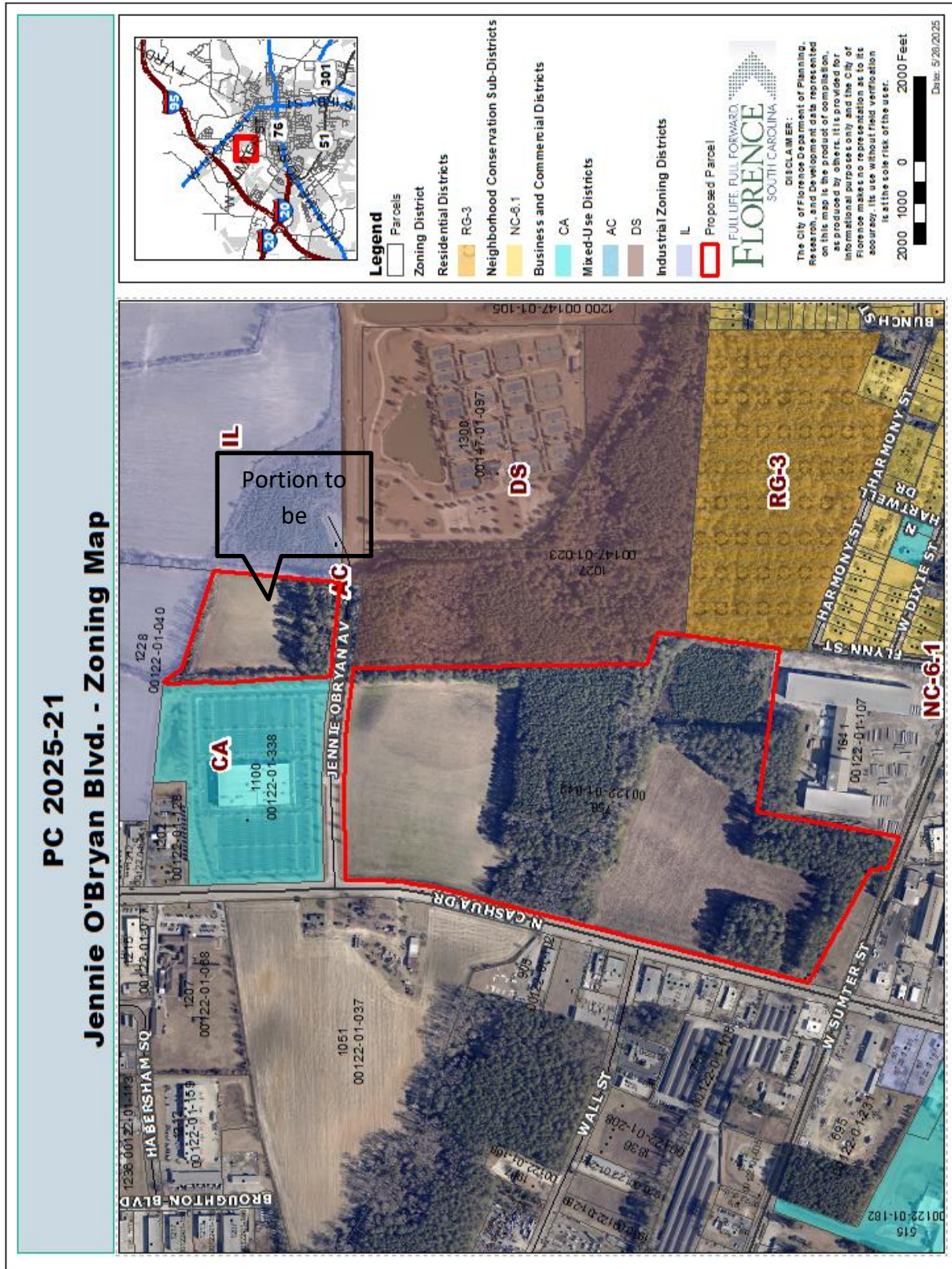




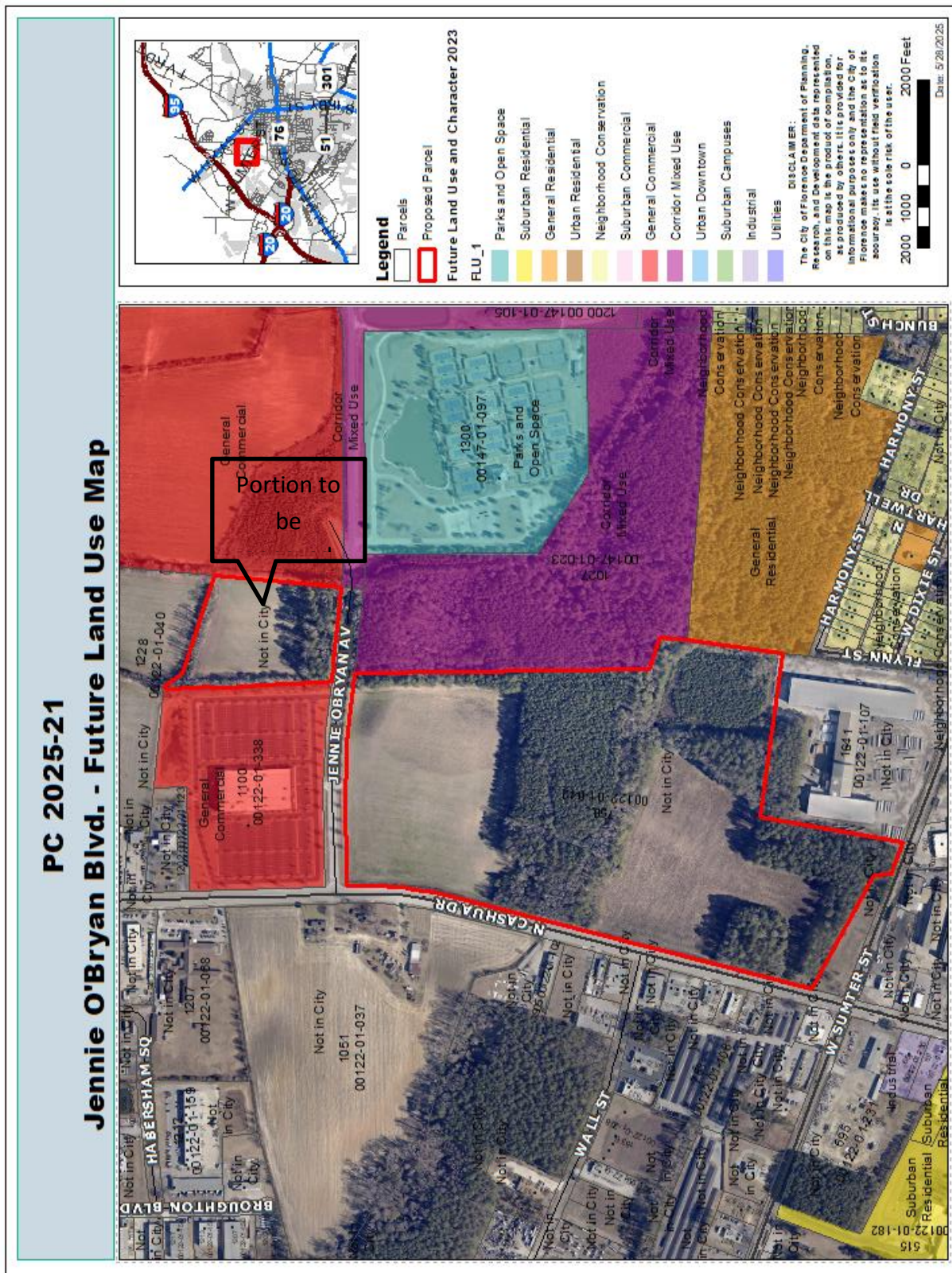
Attachment B: Location Map











**DEPARTMENT OF PLANNING, RESEARCH & DEVELOPMENT  
STAFF REPORT TO THE  
CITY OF FLORENCE PLANNING COMMISSION  
JUNE 10, 2025**

**AGENDA ITEM:      PC-2025-22      Request to name the private road located behind 2791 David H. McLeod Boulevard and fronted by the parcel identified as Florence County Tax Map Number 00099-01-212.**

**I. ISSUE UNDER CONSIDERATION:**

The naming of an unnamed private road that is used by the public.

**II. CURRENT STATUS/PREVIOUS ACTION TAKEN:**

This issue is before the Planning Commission for public hearing and consideration. It has not been considered, nor has any previous action been taken, by the Planning Commission.

**III. POINTS TO CONSIDER:**

- (1) The private road is about 1,065 feet long, located behind the Target store at the Magnolia Mall. The applicant wishes to name it in honor of the property owner, who also owns the 7 acre parcel that borders the road on the north.
- (2) There are no businesses or residences addressed off the private road, so naming it will not require any address changes.
- (3) City staff has compared the proposed new street names to those existing in the e911 database. There is a Byrd Lane. The other proposed names are not in conflict with any existing street names.
- (4) The name preference is Ed Byrd Way. Ed Byrd Lane and T. Ed Byrd Way are two other options provided by the applicant.

**IV. OPTIONS:**

Planning Commission may:

- (1) Recommend approval of the request as presented based on the information submitted.
- (2) Defer the request should additional information be needed.
- (3) Suggest other alternatives.
- (4) Recommend denial of the request based on information submitted.

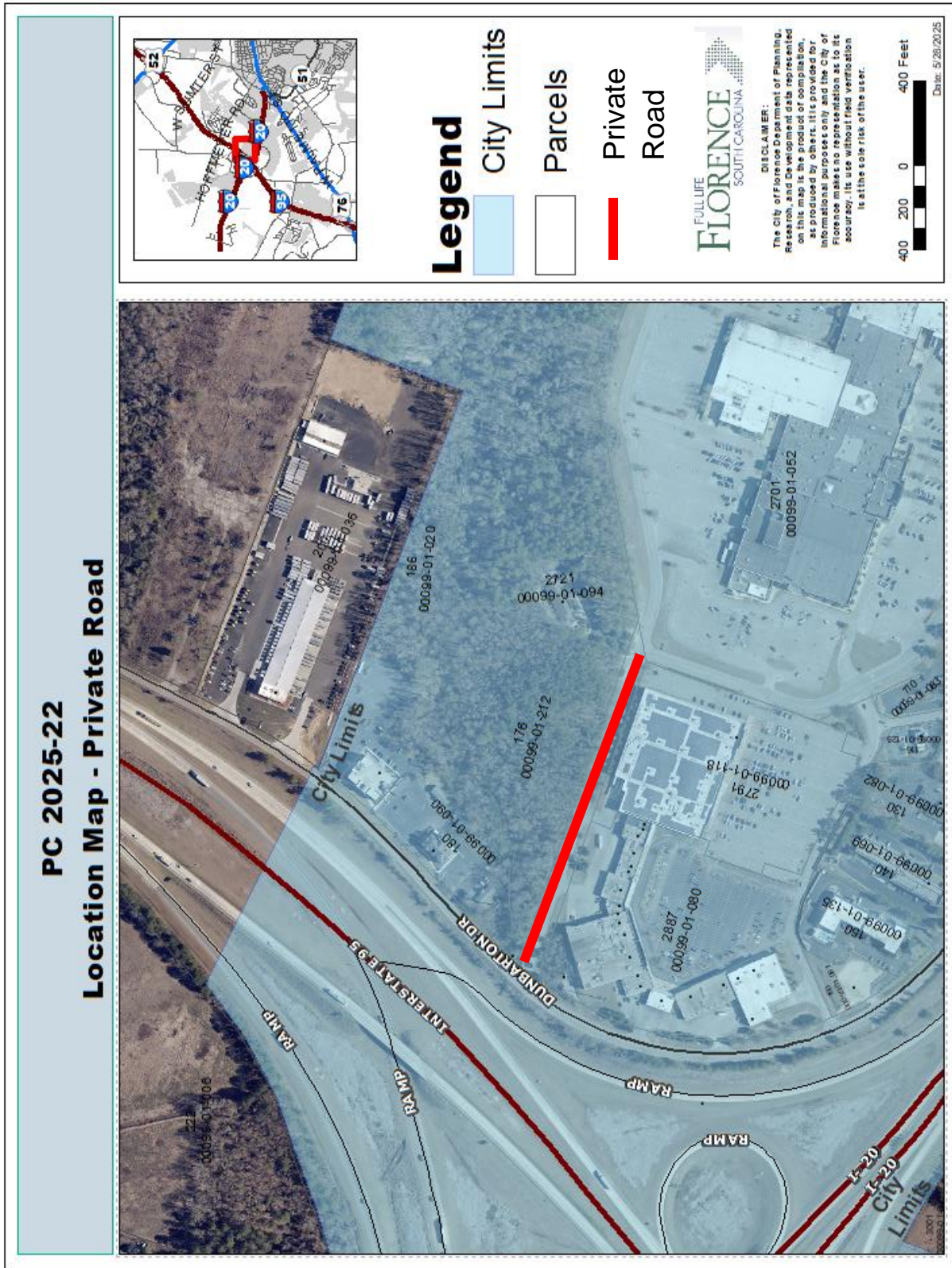
**VII. ATTACHMENTS:**

- (A) Vicinity Map
- (B) Location Map











**DEPARTMENT OF PLANNING, RESEARCH & DEVELOPMENT  
STAFF REPORT TO THE  
CITY OF FLORENCE PLANNING COMMISSION  
JUNE 10, 2025**

**AGENDA ITEM:      PC-2025-23      Request to zone Neighborhood Conservation – 6.1 (NC-6.1), pending annexation, the two lots located at 922 and 926 Third Loop Road, identified as Florence County Tax Map Numbers 01511-01-037 and 01511-01-038.**

**I. IDENTIFYING DATA:**

Owner	Tax Map Numbers
Doulaveris Builders LLC	01511-01-037 and 01511-01-038

**II. CURRENT STATUS/PREVIOUS ACTION TAKEN:**

This issue is before the Planning Commission for public hearing and recommendation of zoning designation to City Council. It has not been considered, nor has any previous action been taken, by the Planning Commission.

**III. GENERAL BACKGROUND DATA:**

<b>Current Zoning:</b>	R-1 (Florence County)
<b>Proposed Zoning:</b>	Neighborhood Conservation-6.1 (NC-6.1)
<b>Current Use:</b>	Vacant Land
<b>Proposed Use:</b>	Single-Family Detached Houses
<b>Total Acreage:</b>	0.75 Acre

**IV. POINTS TO CONSIDER:**

- (1) These two vacant parcels are on the corner of Third Loop Road and South Hallmark Drive and are zoned R-1 in the County, which is a single family designation.
- (2) The proposed zoning, pending annexation, is Neighborhood Conservation-6.1 (NC-6.1) District. It permits single-family detached houses characterized by small sized lots only.
- (3) The only uses that may be developed under the proposed zoning, per the City of Florence *Unified Development Ordinance*, are those permitted in the NC-6.1 Neighborhood Conservation zoning district. The properties will be subject to the City of Florence codes and regulations.
- (4) Land use of the adjacent properties is single-family residential.
- (5) The Future Land Use designation of adjacent single-family properties is Suburban Residential.

- (6) City water service is available to both parcels, and sewer service is available to 926 Third Loop Road through South Hallmark Drive. Sewer service to 922 Third Loop Road requires an easement which will be the responsibility of the developer.
- (7) City staff recommends the zoning designation due to the surrounding residential uses and general character of the area.

**(2) OPTIONS:**

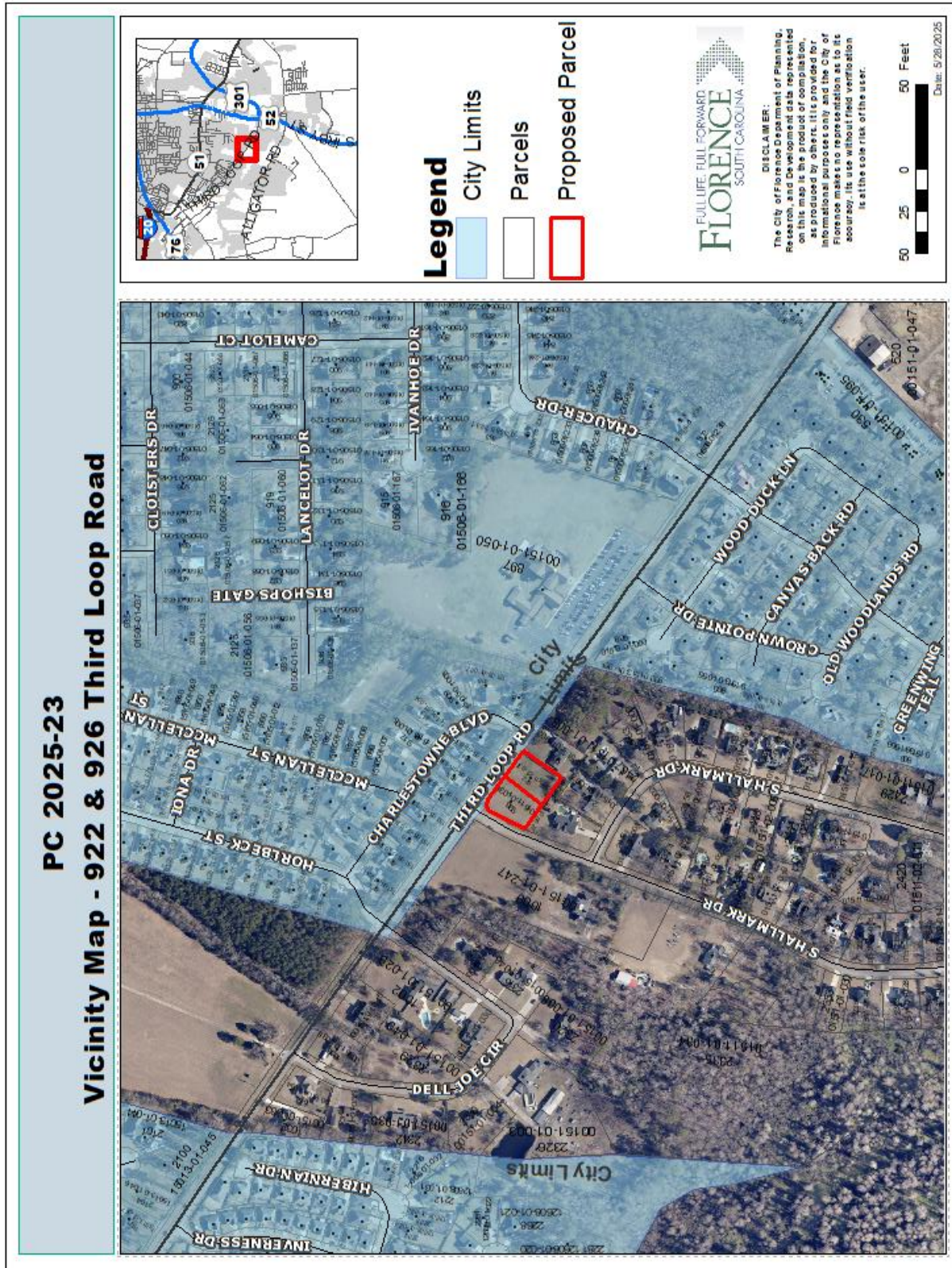
Planning Commission may:

- (1) Recommend approval of the request as presented based on the information submitted.
- (2) Defer the request should additional information be needed.
- (3) Suggest other alternatives.
- (4) Recommend denial of the request based on information submitted.

**VII. ATTACHMENTS:**

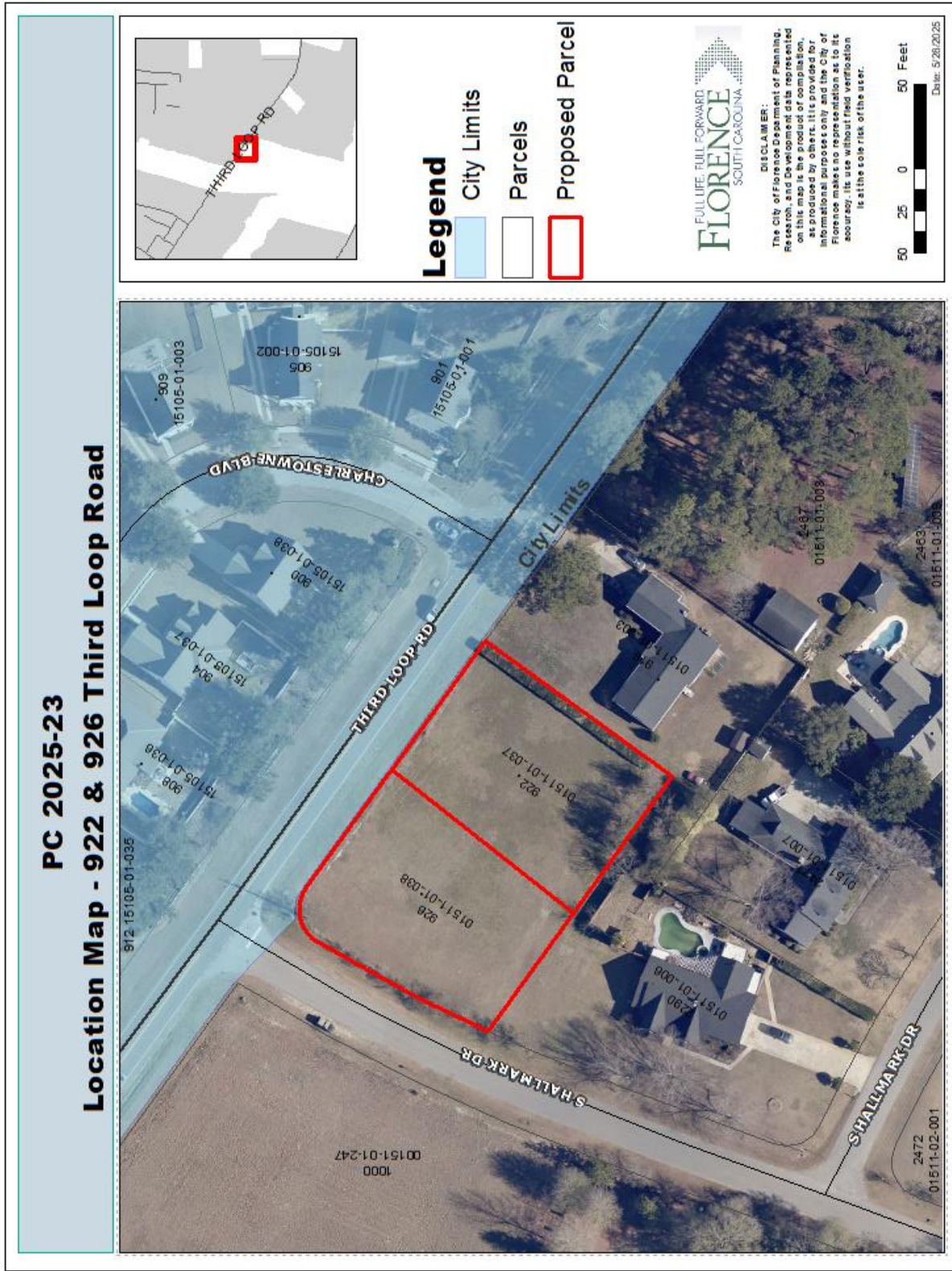
- A) Vicinity Map
- B) Location Map
- C) Zoning Map
- D) Future Land Use Map

Attachment A: Vicinity Map

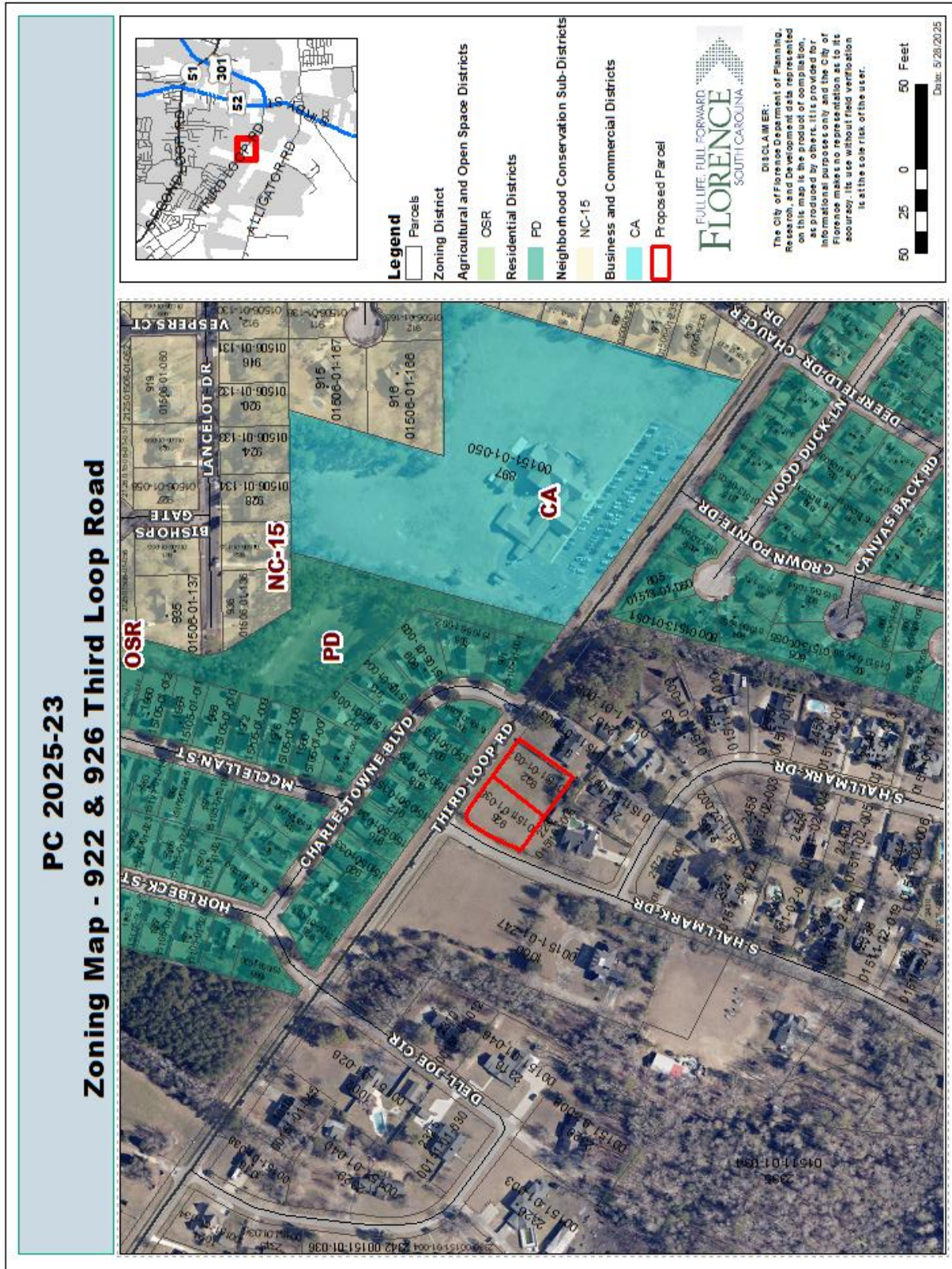




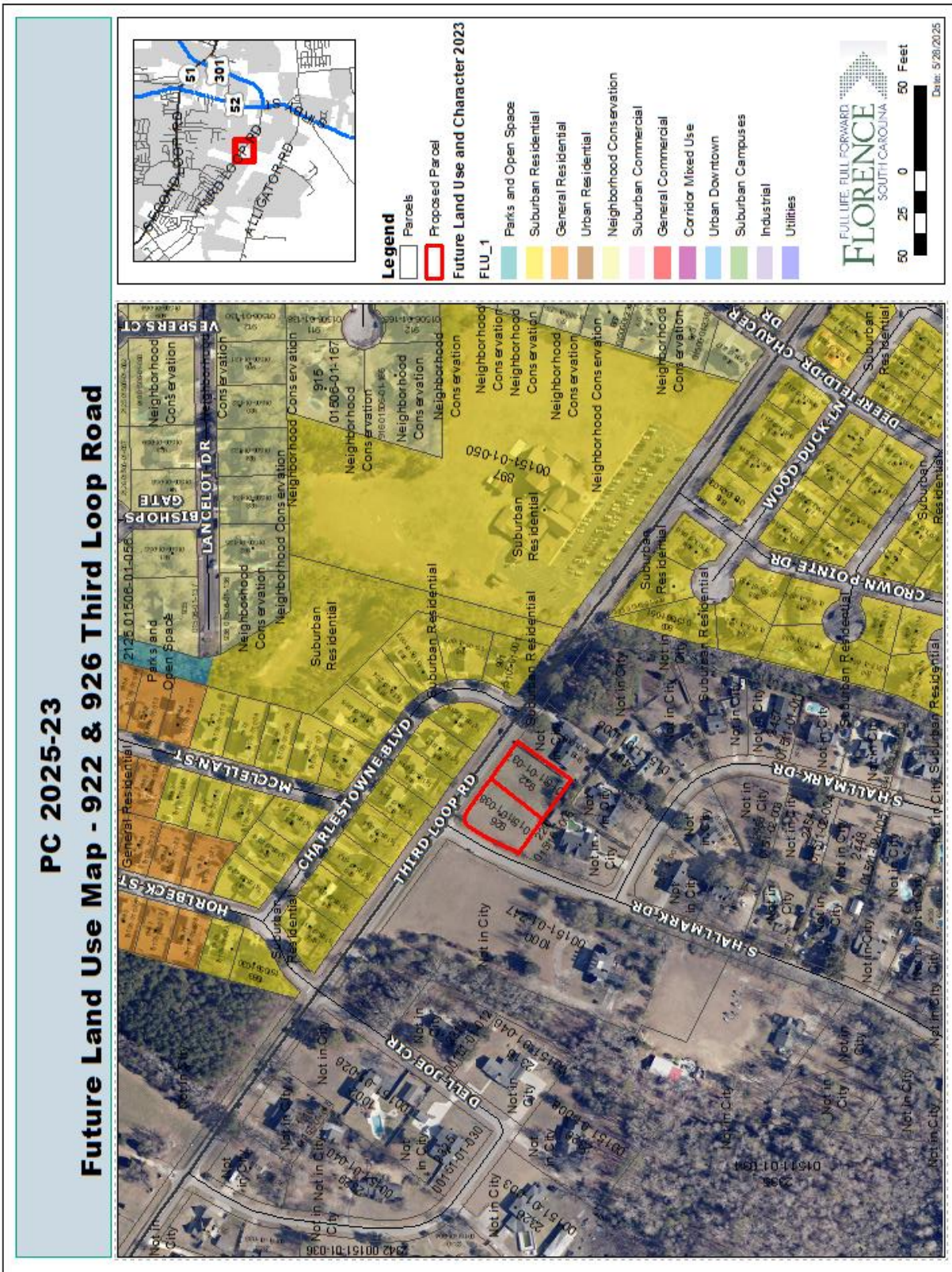
Attachment B: Location Map











**DEPARTMENT OF PLANNING, RESEARCH & DEVELOPMENT  
STAFF REPORT TO THE  
CITY OF FLORENCE PLANNING COMMISSION  
JUNE 10, 2025**

**AGENDA ITEM:**      **PC-2025-24**      **Request to zone Activity Center (AC), pending annexation, the two lots located at 2037 and 2111 South Irby Street, identified as Florence County Tax Map Numbers 00150-01-007 and 00150-01-061.**

**I. IDENTIFYING DATA:**

Owner	Tax Map Numbers
The Salvation Army	00150-01-007 and 00150-01-061

**II. CURRENT STATUS/PREVIOUS ACTION TAKEN:**

This issue is before the Planning Commission for public hearing and recommendation of zoning designation to City Council. It has not been considered, nor has any previous action been taken, by the Planning Commission.

**III. GENERAL BACKGROUND DATA:**

<b>Current Zoning:</b>	B-3 (Florence County)
<b>Proposed Zoning:</b>	Activity Center (AC)
<b>Current Uses:</b>	Salvation Army thrift store and vacant land
<b>Proposed Uses:</b>	Commercial
<b>Total Acreage:</b>	4.35 Acres

**IV. POINTS TO CONSIDER:**

- (1) These two parcels are on the west side of South Irby Street and are zoned B-3 in the County, which is a general commercial designation. 2111 South Irby Street is currently the location of the Salvation Army retail thrift store.
- (2) The proposed zoning, pending annexation, is Activity Center (AC) District, which permits retail, restaurant, office, and other general commercial uses.
- (3) The only uses that may be developed under the proposed zoning, per the City of Florence *Unified Development Ordinance*, are those permitted in the Activity Center (AC) zoning district. The properties will be subject to the City of Florence codes and regulations.
- (4) Land uses of the adjacent properties are commercial, including retail, restaurant, and professional offices.
- (5) The Future Land Use designation of adjacent commercial properties is General Commercial.

- (6) City water and sewer services are available.
- (7) City staff recommends the zoning designation due to the surrounding commercial uses and general character of the area.

**V. OPTIONS:**

Planning Commission may:

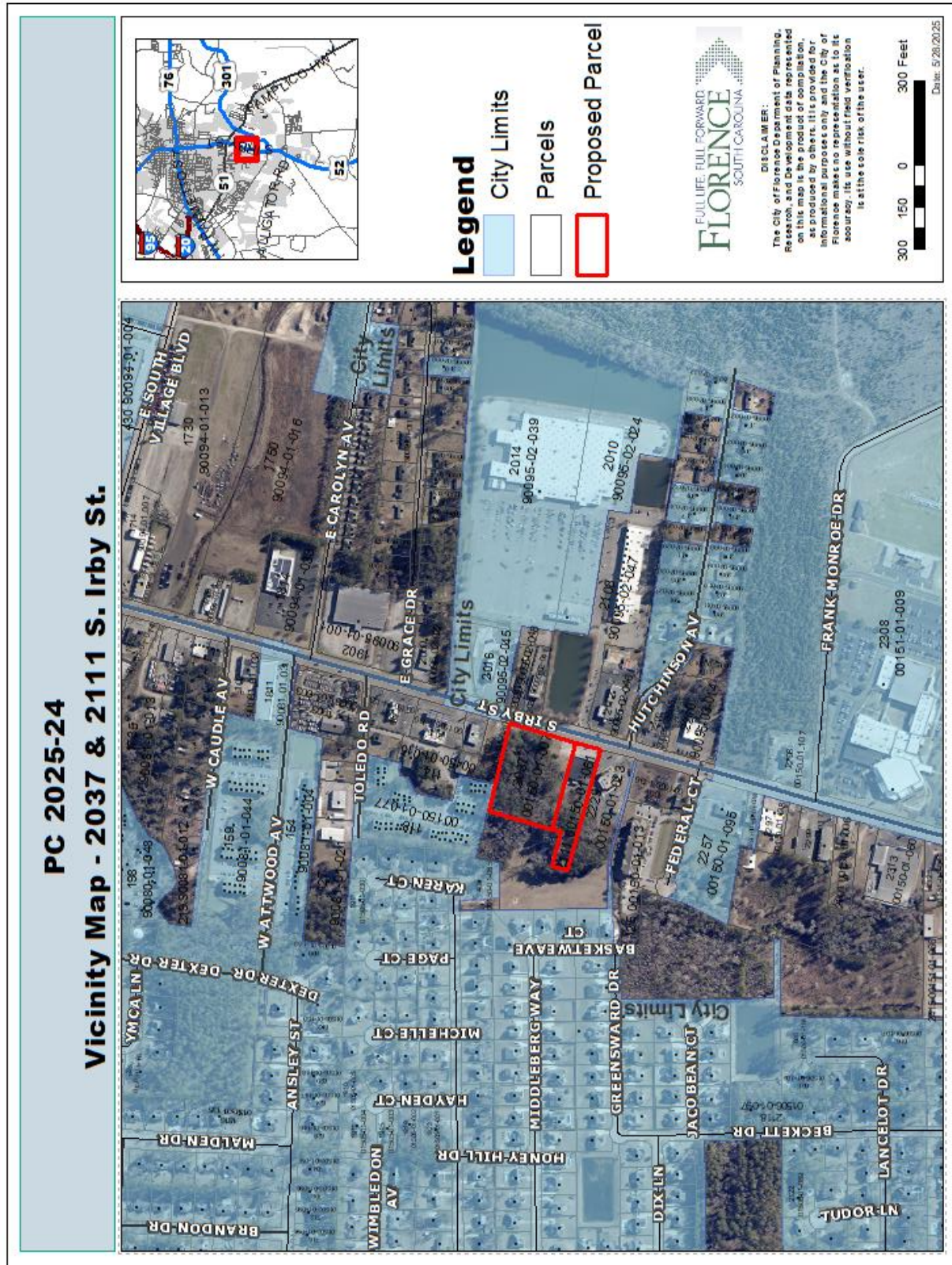
- (1) Recommend approval of the request as presented based on the information submitted.
- (2) Defer the request should additional information be needed.
- (3) Suggest other alternatives.
- (4) Recommend denial of the request based on information submitted.

**VI. ATTACHMENTS:**

- A) Vicinity Map
- B) Location Map
- C) Zoning Map
- D) Future Land Use Map
- E) Site Photos

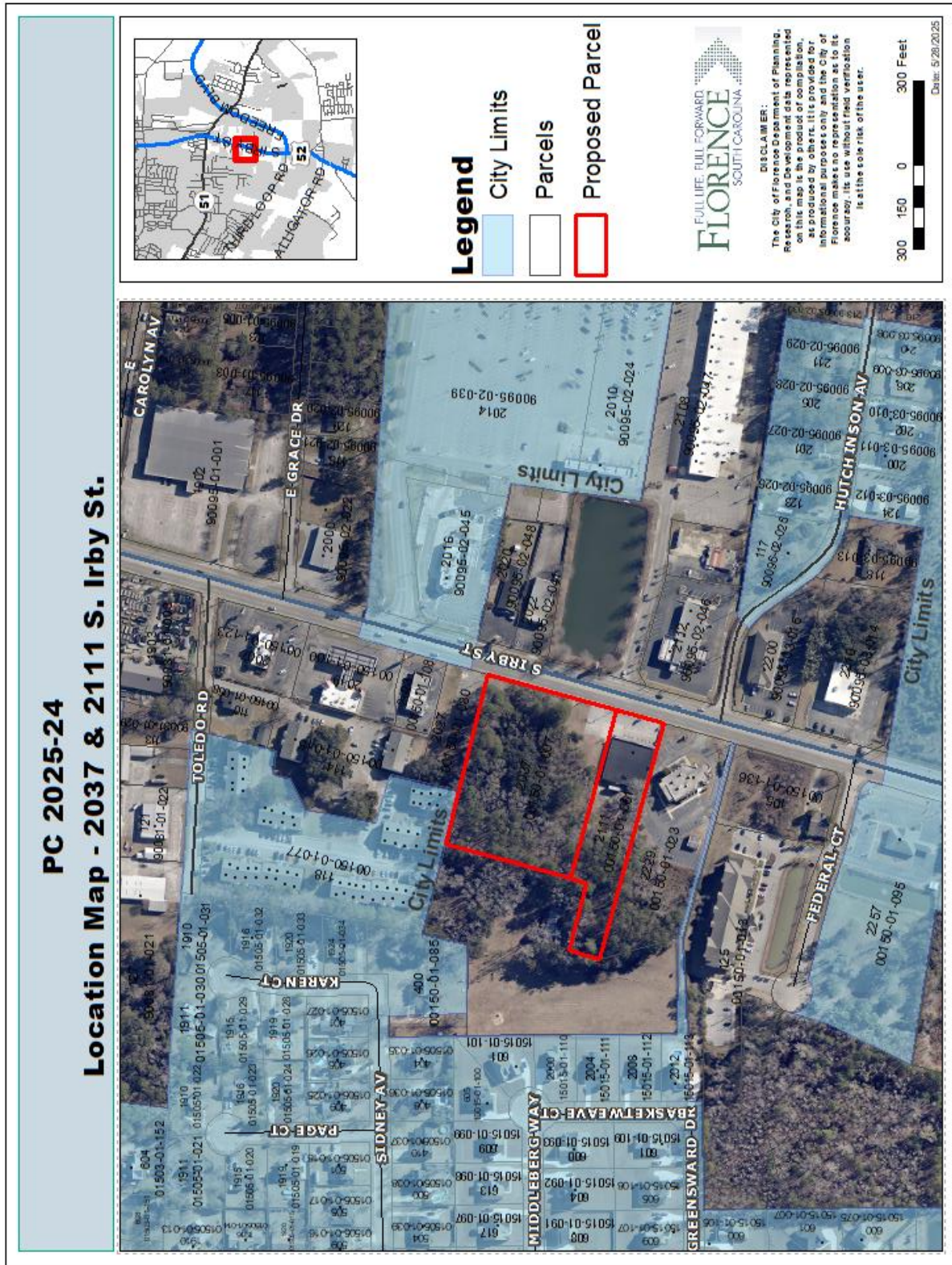


Attachment A: Vicinity Map



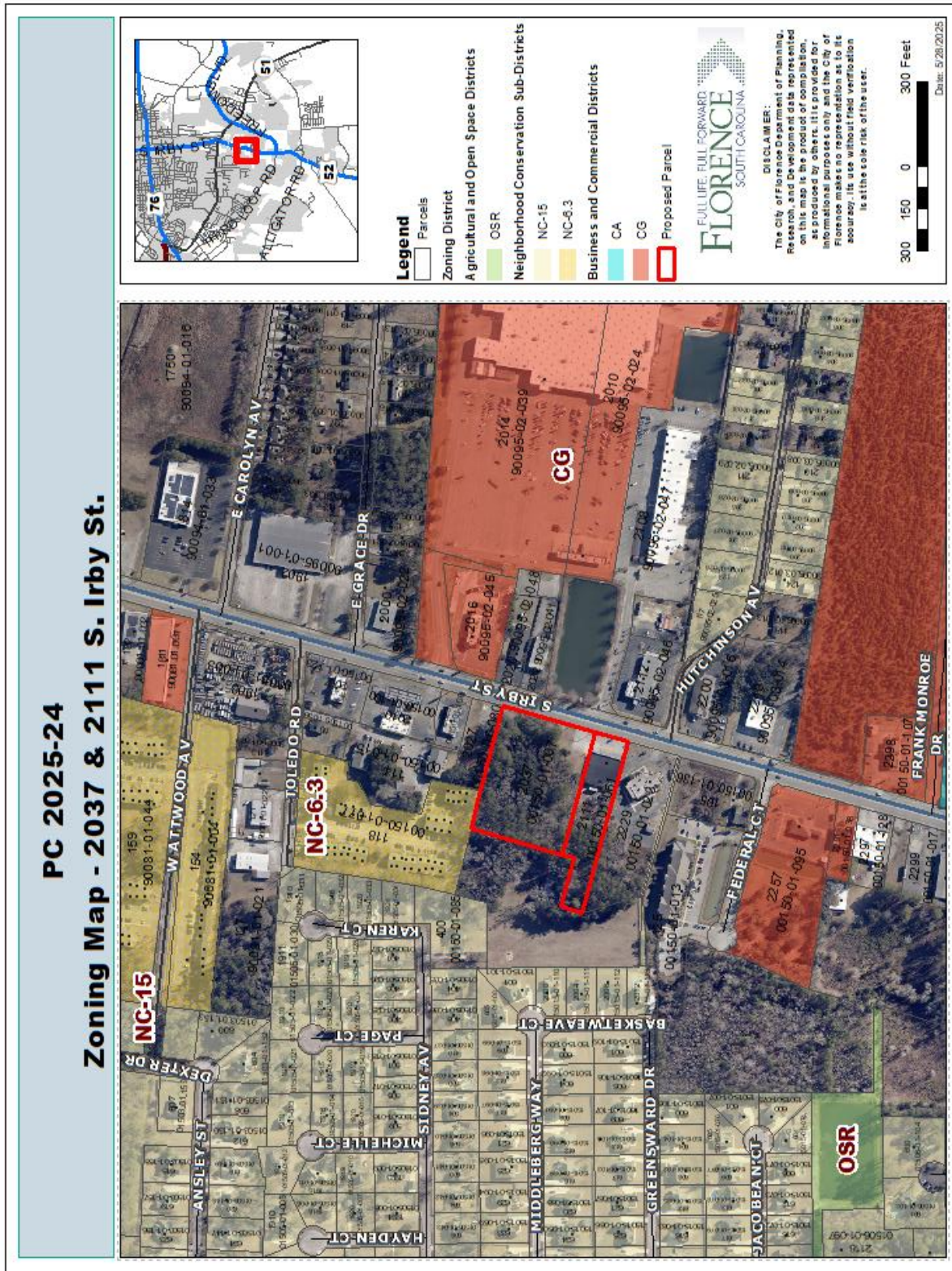


Attachment B: Location Map

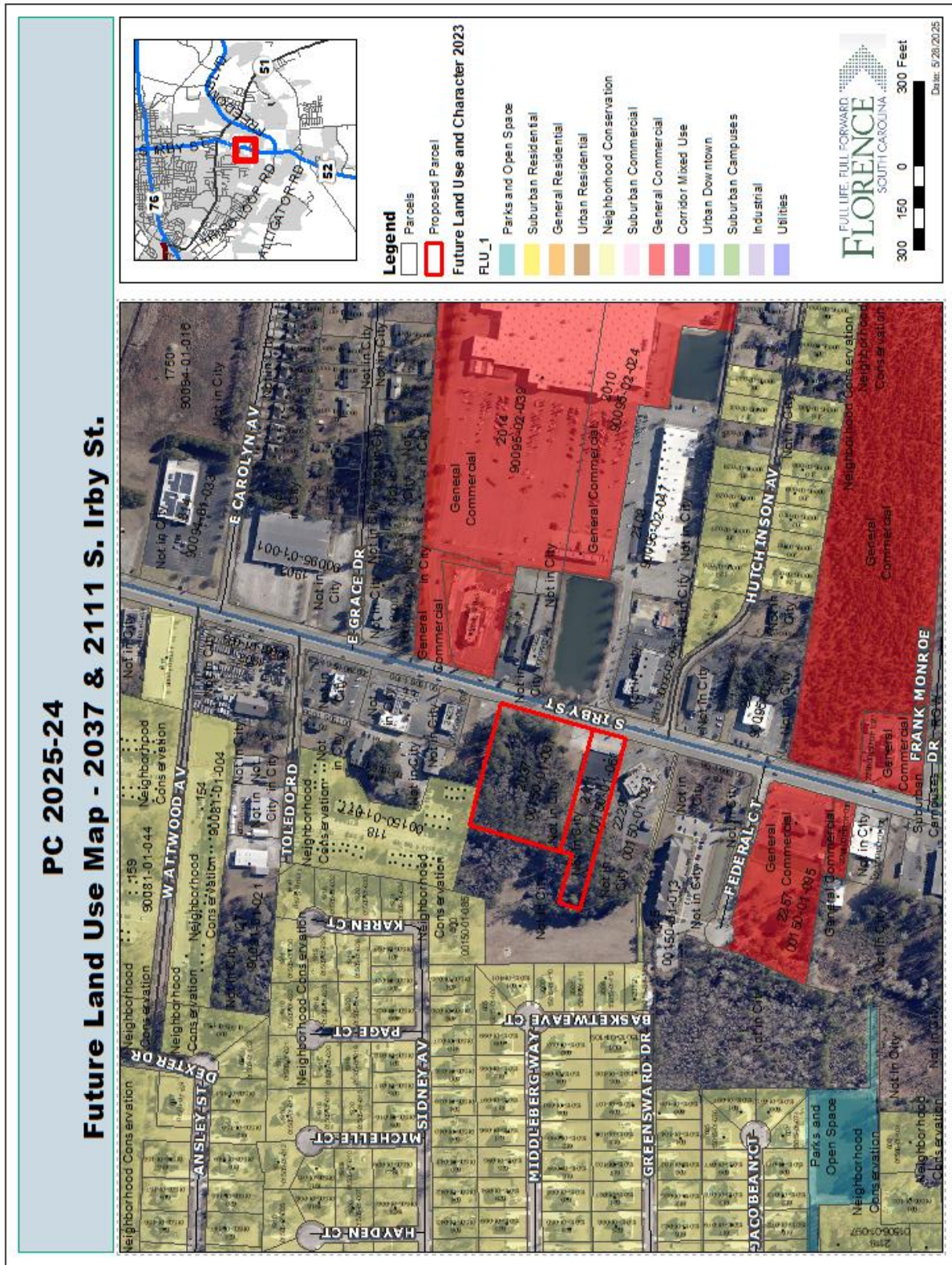




Attachment C: Zoning Map









Attachment E: Site Photos



2111 South Irby Street



2037 South Irby Street

**DEPARTMENT OF PLANNING, RESEARCH & DEVELOPMENT  
STAFF REPORT TO THE  
CITY OF FLORENCE PLANNING COMMISSION  
JUNE 10, 2025**

**AGENDA ITEM:      PC-2025-25      Request to zone RG-2, pending annexation, a lot located on Pelican Drive and identified as Florence County Tax Map Number 00522-01-026.**

**I. IDENTIFYING DATA:**

Owner	Tax Map Number
Madhur Chodda	00522-01-026

**II. CURRENT STATUS/PREVIOUS ACTION TAKEN:**

This issue is before the Planning Commission for public hearing and recommendation of zoning designation to City Council. It has not been considered, nor has any previous action been taken, by the Planning Commission.

**III. GENERAL BACKGROUND DATA:**

<b>Current Zoning:</b>	R-1 (Florence County)
<b>Proposed Zoning:</b>	General Residential-2 (RG-2)
<b>Current Use:</b>	Vacant land
<b>Proposed Use:</b>	Single-Family Detached House
<b>Total Acreage:</b>	0.72 Acre

**IV. POINTS TO CONSIDER:**

- (1) The 0.72 acre parcel is on the south side of Pelican Avenue. The County has it zoned R-1 which permits single family detached houses.
- (2) The proposed zoning, pending annexation, is General Residential-2 (RG-2) District. The only use permitted under the proposed zoning is single-family detached houses.
- (3) The only uses that may be developed under the proposed zoning, per the City of Florence *Unified Development Ordinance*, are those permitted in the RG-2 zoning district. The property will be subject to the City of Florence codes and regulations.
- (4) Land use of the adjacent properties is single-family residential. The adjacent parcels in the City are zoned RG-2.
- (5) Future Land Use of adjacent single-family properties is General Residential.
- (6) City water and sewer services are available.

- (7) City staff recommends the zoning designation due to the existing zoning and character of the area.

## **VI. OPTIONS:**

Planning Commission may:

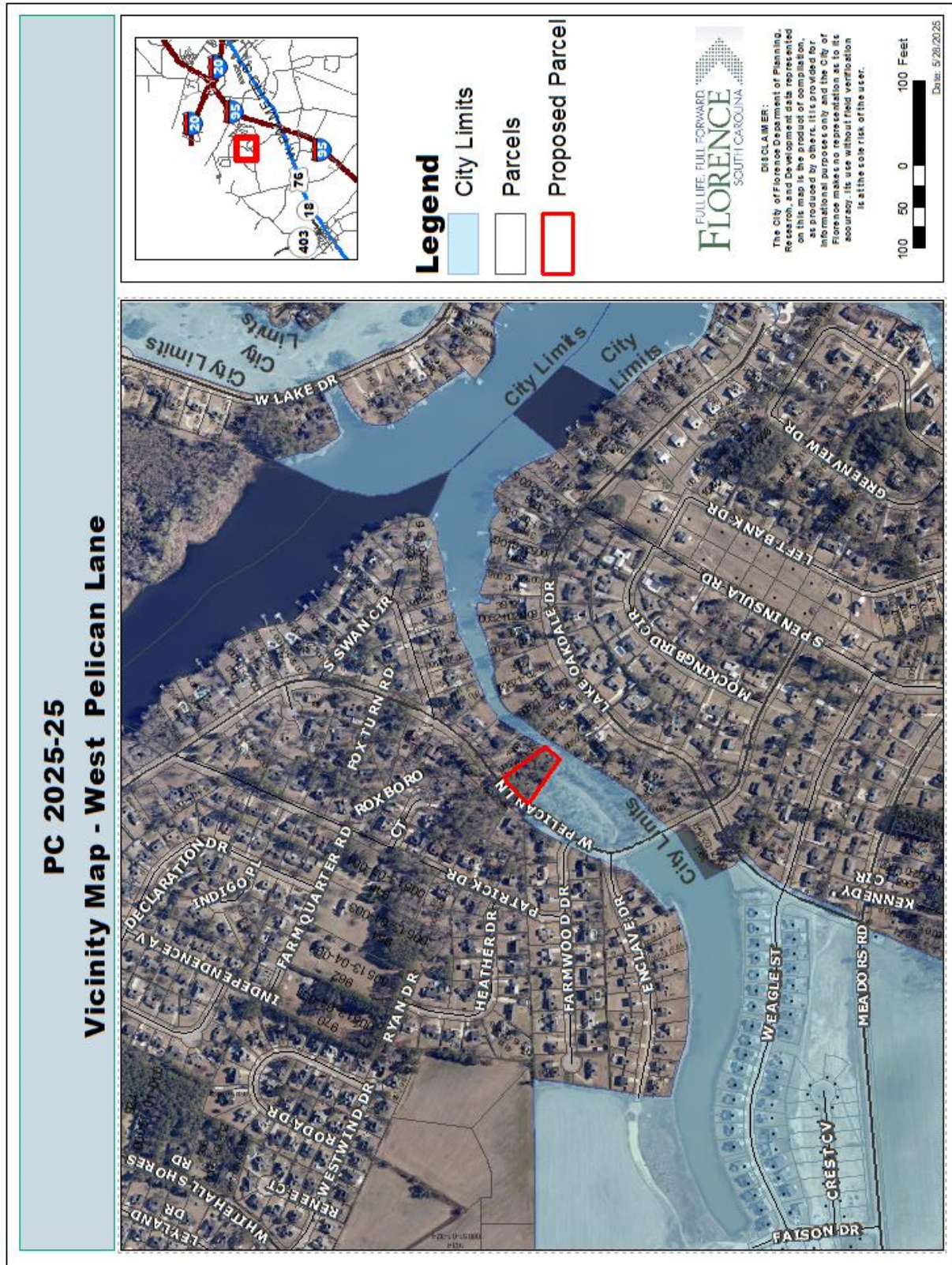
- (1) Recommend approval of the request as presented based on the information submitted.
- (2) Defer the request should additional information be needed.
- (3) Suggest other alternatives.
- (4) Recommend denial of the request based on information submitted.

## **VII. ATTACHMENTS:**

- A) Vicinity Map
- B) Location Map
- C) Zoning Map
- D) Future Land Use Map

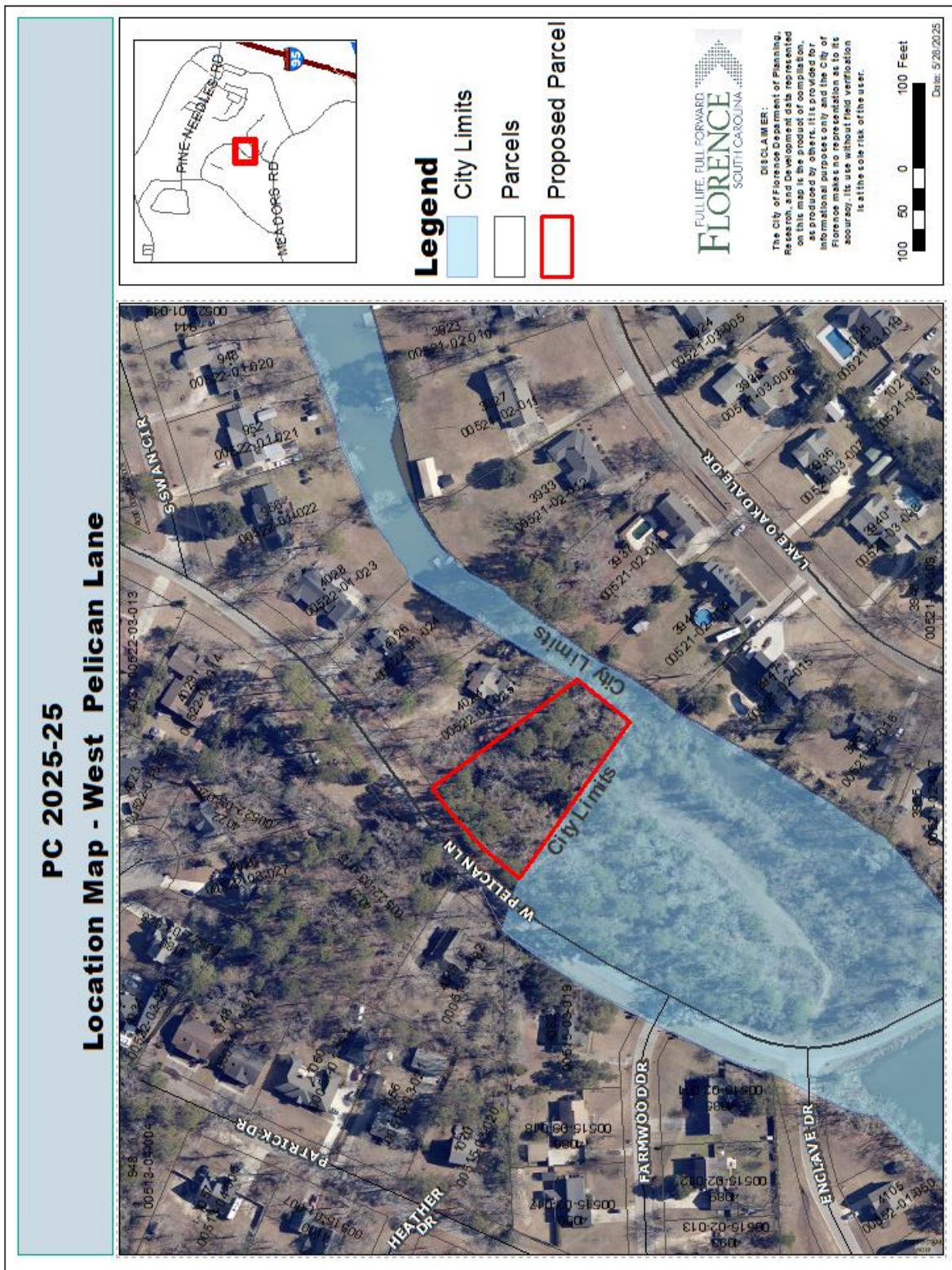


Attachment A: Vicinity Map

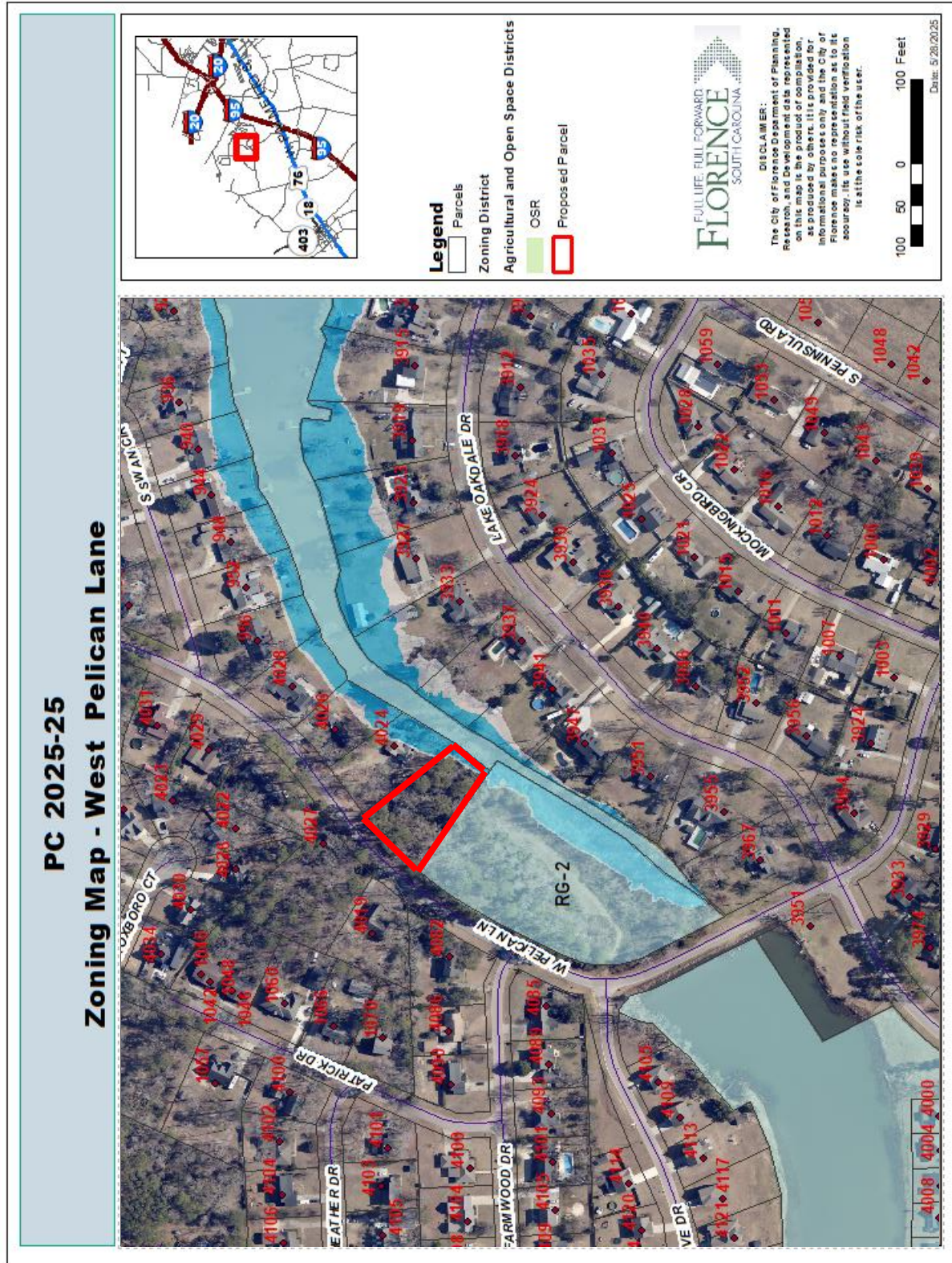




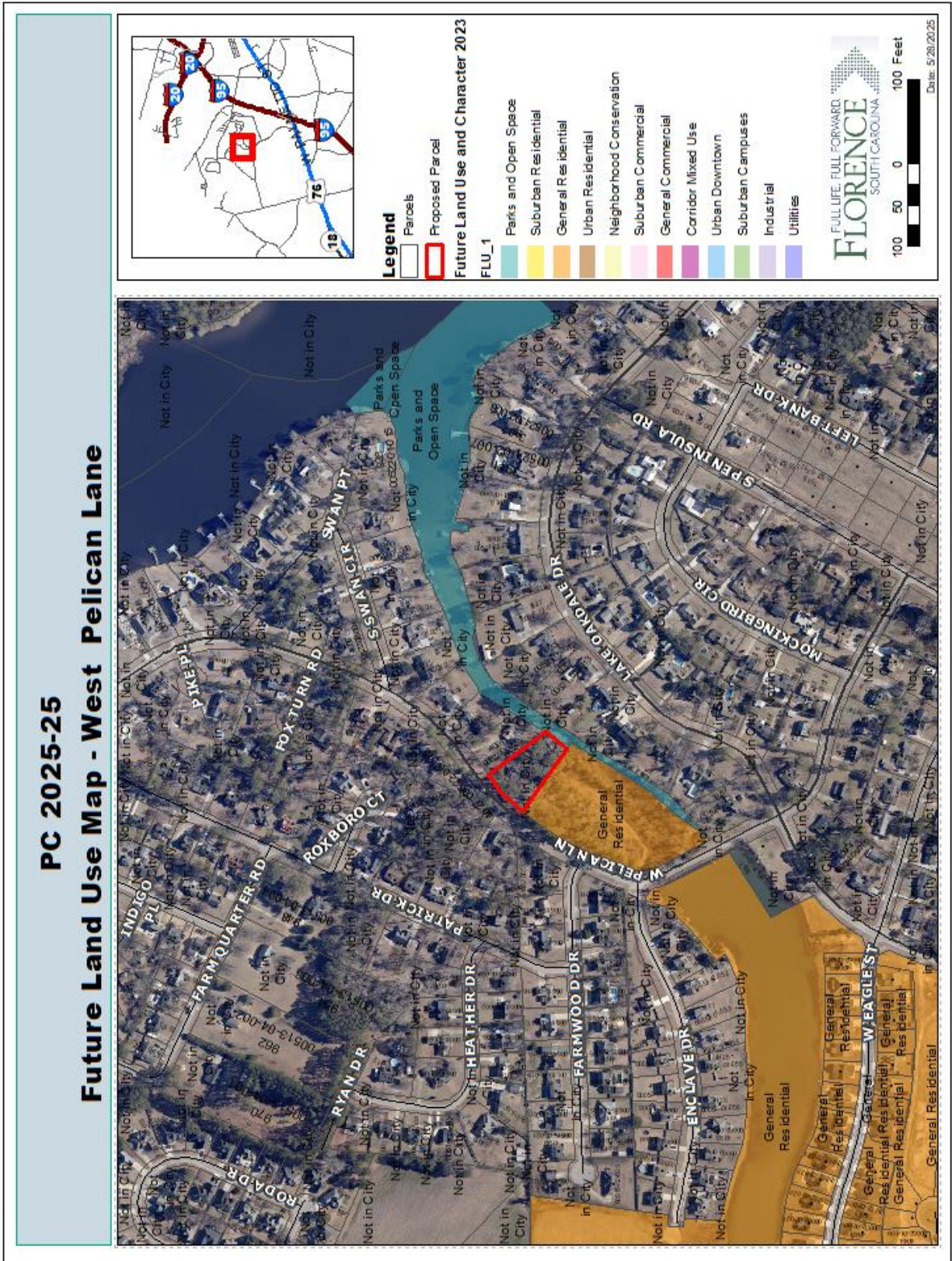
Attachment B: Location Map













**DEPARTMENT OF PLANNING, RESEARCH & DEVELOPMENT  
STAFF REPORT TO THE  
CITY OF FLORENCE PLANNING COMMISSION  
JUNE 10, 2025**

**AGENDA ITEM:      PC-2025-26      Request to zone NC-6.3, pending annexation, the lot located on Westfield Drive identified as Florence County Tax Map Number 00072-01-045.**

**I. IDENTIFYING DATA:**

Owner	Tax Map Number
Hopkins Builders	00072-01-045

**II. CURRENT STATUS/PREVIOUS ACTION TAKEN:**

This issue is before the Planning Commission for public hearing and recommendation of zoning designation to City Council. It has not been considered, nor has any previous action been taken, by the Planning Commission.

**III. GENERAL BACKGROUND DATA:**

<b>Current Zoning:</b>	Unzoned (Florence County)
<b>Proposed Zoning:</b>	Neighborhood Conservation-6.3 (NC-6.3)
<b>Current Use:</b>	Vacant land
<b>Proposed Use:</b>	16 Townhouses
<b>Total Acreage:</b>	1.24 Acres

**IV. POINTS TO CONSIDER:**

- (1) The 1.24 acre parcel is on the north side of Westfield Drive, immediately adjacent to Lucy T. Davis Elementary School. It is currently vacant. The County has not assigned a zoning designation to it.
- (2) The proposed zoning, pending annexation, is Neighborhood Conservation-6.3 (NC-6.3). The purpose of the zoning is to allow the development of townhouses, which are permitted in the NC-6.3 district.
- (3) The only uses that may be developed under the proposed zoning, per the City of Florence *Unified Development Ordinance*, are those permitted in the NC-6.3 zoning district. The property will be subject to the City of Florence codes and regulations.
- (4) Land use of the adjacent properties is single-family residential, a church, and two schools. The adjacent parcels in the City are zoned NC-6.1 and Campus.
- (5) Future Land Use of adjacent single-family properties is Neighborhood Conservation.
- (6) City water and sewer services are available.

- (7) City staff recommends the zoning designation due to the proposed use for townhouses and character of the area.

**V. OPTIONS:**

Planning Commission may:

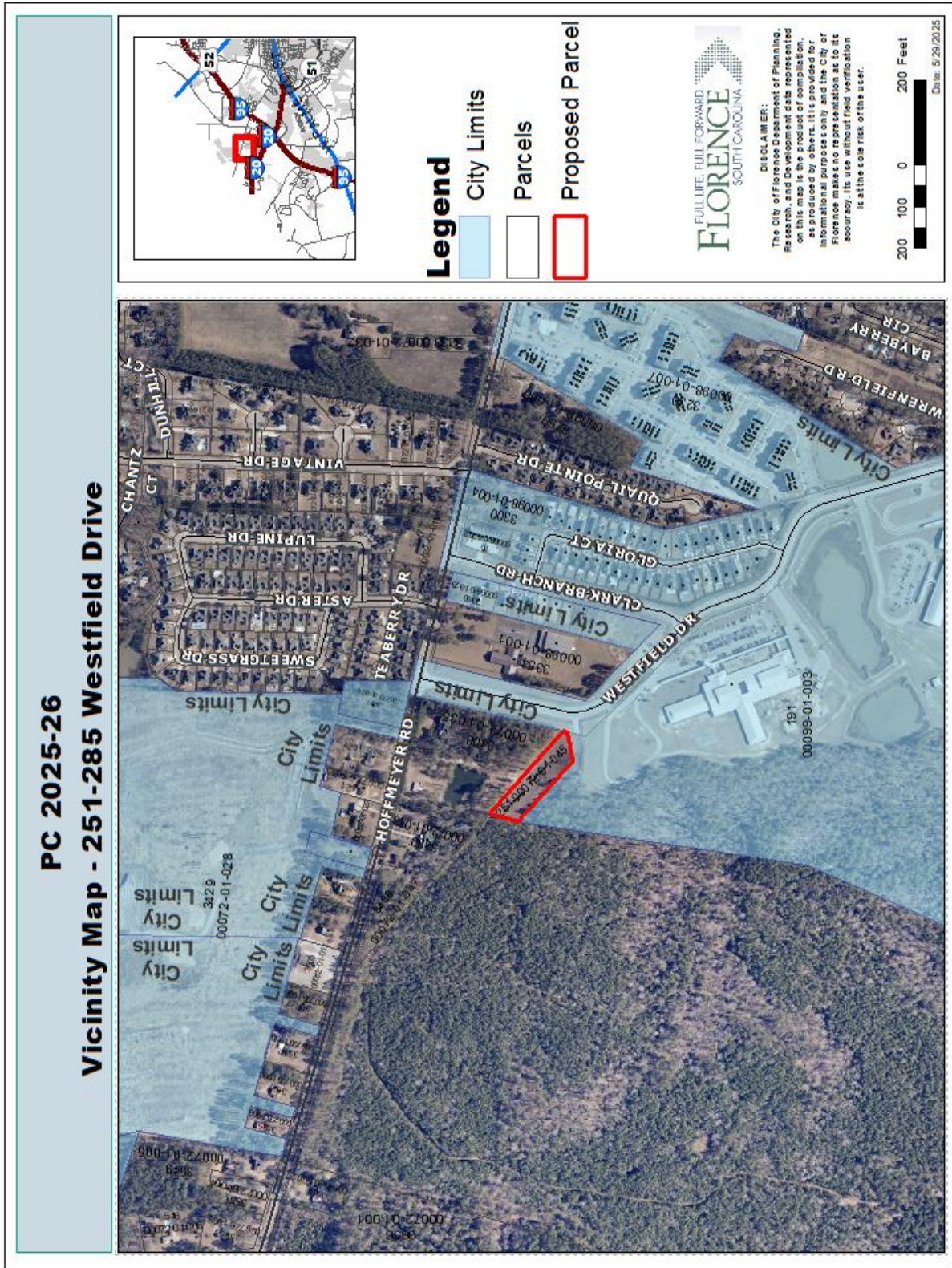
- (1) Recommend approval of the request as presented based on the information submitted.
- (2) Defer the request should additional information be needed.
- (3) Suggest other alternatives.
- (4) Recommend denial of the request based on information submitted.

**VI. ATTACHMENTS:**

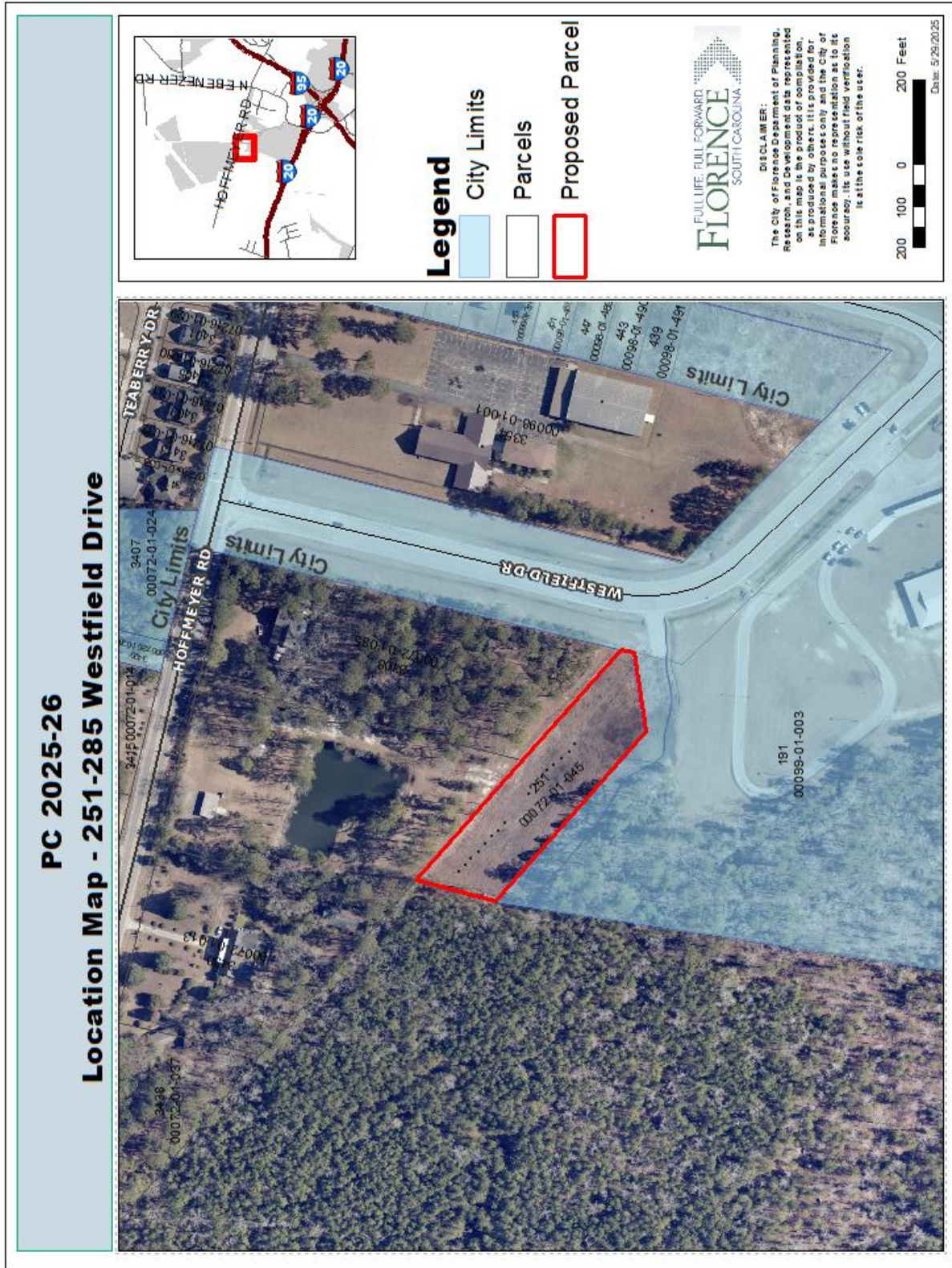
- A) Vicinity Map
- B) Location Map
- C) Zoning Map
- D) Future Land Use Map



Attachment A: Vicinity Map

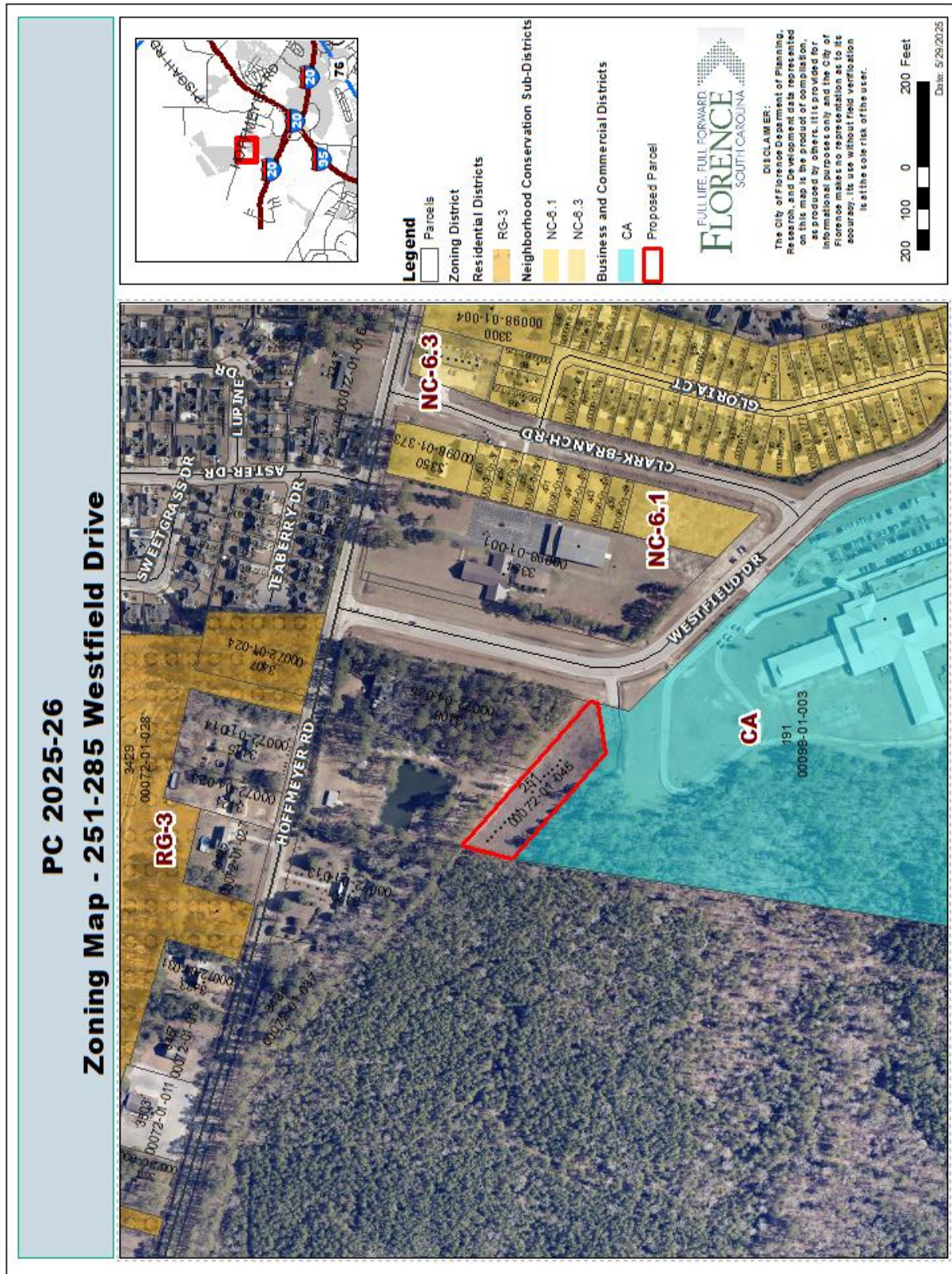




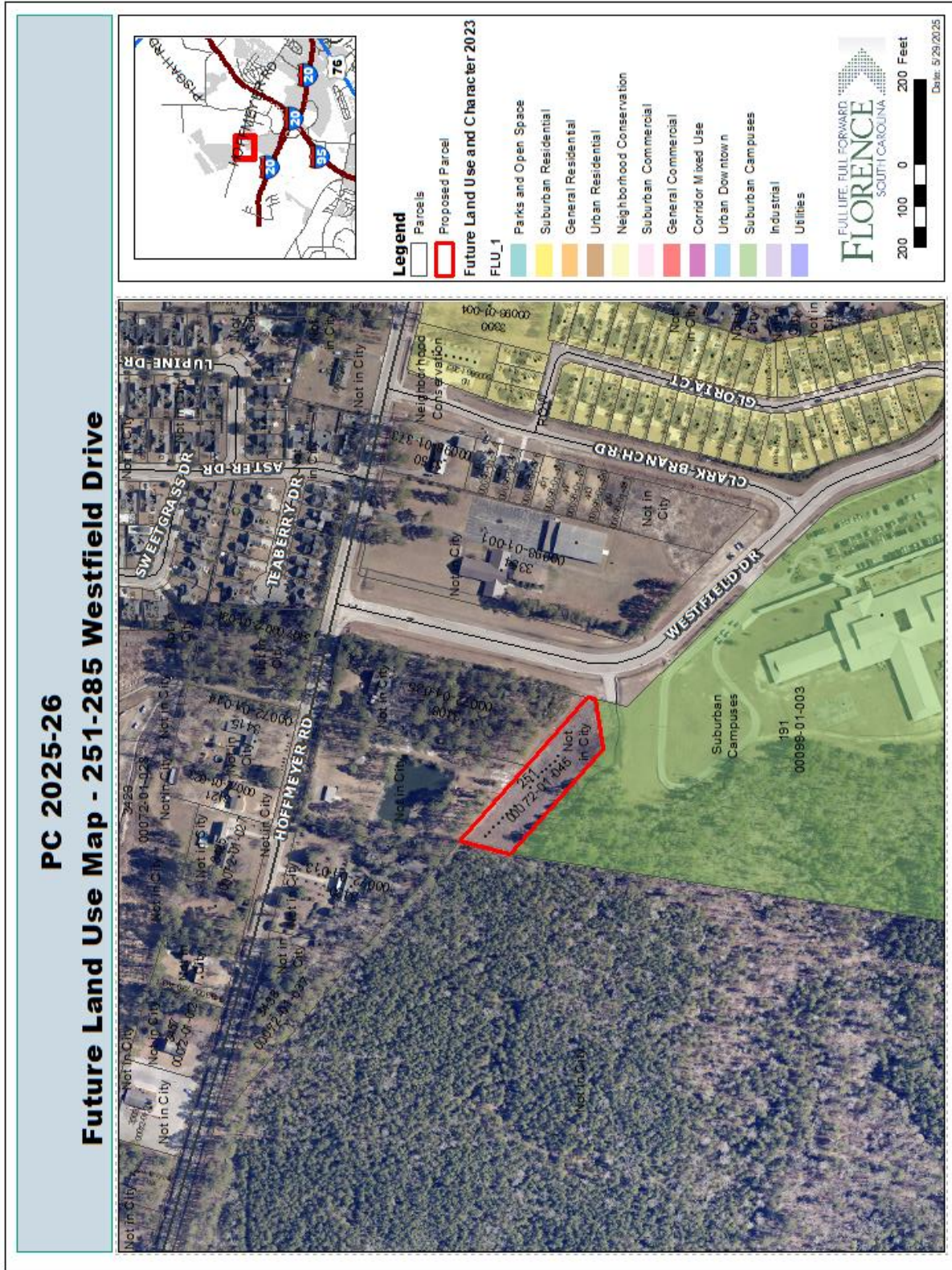




Attachment C: Zoning Map







**DEPARTMENT OF PLANNING, RESEARCH & DEVELOPMENT**

**STAFF REPORT TO THE**

**CITY OF FLORENCE PLANNING COMMISSION**

**JUNE 10, 2025**

**AGENDA ITEM:      PC-2025-27      Proposed amendments to various sections of the *Unified Development Ordinance* to permit detached accessory dwelling units.**

**II. ISSUE UNDER CONSIDERATION:**

There is a growing tendency in cities across the country to find ways to incorporate accessory dwelling units into residential neighborhoods in order to increase density without compromising character.

The proposed text amendments to the *Unified Development Ordinance* provide regulations and standards for permitting detached accessory dwelling units (ADUs) in residentially zoned districts.

**II. CURRENT STATUS/PREVIOUS ACTION TAKEN:**

This issue is before the Planning Commission for recommendation to City Council.

**III. POINTS TO CONSIDER:**

- (1) According to Section 6-21.4.1 E of the *Unified Development Ordinance*, petitions for amendments to the text are to be made by or to the Planning Director. City Council may also initiate an amendment by motion.
- (2) Section 1-2.10.1 B of the *Unified Development Ordinance* permits integrated ADUs only in certain zoning districts and with strict restrictions (Attachment A)
- (3) There is a need in the City of Florence for additional affordable housing. There is also a supply of existing housing stock, largely in the older neighborhoods, that is sitting empty and deteriorating due to the inability of property owners to rent these units because of the current zoning code. Amending the existing *Unified Development Ordinance* to accommodate detached ADUs can take advantage of existing housing stock and find ways to increase available housing without compromising property values or neighborhood character.
- (4) The Timrod Park and Maple Park neighborhoods, in particular, have a number of carriage houses, garage apartments, granny flats, and other detached housing units sitting vacant while affordable housing is at a premium.
- (5) The following questions need to be considered:
  - a. Who is helped? *People with less income in need of affordable rental housing; homeowners struggling to pay the mortgage; owners of existing ADU structures.*
  - b. Who is harmed? *Neighboring property owners who are directly affected by troublesome tenants and increased density; property owners without an ADU whose property is less desirable because of the change in character of the neighborhood.*



- c. Who is missing? *Mortgage lender; Utility providers; City services affected by increased density.*
- (6) New single family developments are generally constructed on small lots which are not large enough to meet the setback and density requirements, so the ability to accommodate an ADU would mostly apply to older neighborhoods with larger lots. Those who need the extra income are less likely to be able to take advantage of construction of an ADU in their backyard.
- (7) Does the City want to permit new ADUs to be constructed or only use existing housing stock? If new ADUs are permitted, where may they be constructed?
  - a. On preexisting single family detached lots only, or
  - b. Allow new development to build ADUs at the same time as new construction.
- (8) Does the City want to use the public hearing process and require that property owners obtain a Special Exception Use Permit through the Board of Zoning Appeals?
- (9) Does the City want to permit detached ADUs as a Conditional Use in particular residential districts, and what would those conditions include?
- (10) Will a Conditional Use Permit convey to a new owner if the property is sold while there is a tenant in the ADU? Or will the tenants have to be evicted if the principal structure is sold?
- (11) City staff is proposing the requested amendments to assist in the utilization of existing housing stock, and to provide reasonable standards for new construction in residential neighborhoods.

#### **IV. OPTIONS:**

Planning Commission may:

- (1) Recommend approval of the request as presented based on the information submitted.
- (2) Defer the request should additional information be needed.
- (3) Suggest other alternatives.
- (4) Recommend denial of the request based on information submitted.

#### **IV. ATTACHMENTS:**

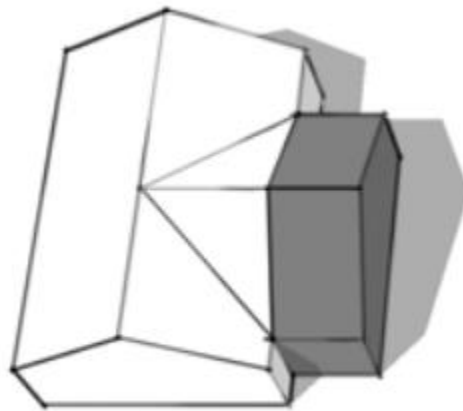
- A. Section 1-2.10.1 B – Integrated ADUs (current code)
- B. Proposed ADU Amendments to the UDO

## Attachment A: Section 1-2.10.1 B – Integrated ADUs (current code)

### B. Accessory Dwelling Units (ADU).

1. *Generally.* Accessory dwelling units are permitted only according to the standards of this Section.
2. *ADU Types.* For the purposes of this Unified Development Ordinance, only integrated ADUs shall be permitted. Integrated Units are units that are created within an existing building or attached to an existing building such that they appear to be an integrated part of it (see Figure 1-2.10.1, Illustrative ADU Type). Any detached ADU shall not be permitted within any zoning district.

**Figure 1-2.10.1**  
**Integrated ADU**



**INTEGRATED ADU**

3. *Permitted Locations.* Integrated accessory dwelling units are allowed as provided in **Table 1-2.10.1, Districts and ADU Types**. ADUs are not allowed in districts that are not listed in the table. ADUs are only allowed as an accessory to owner occupied, single-family detached principal buildings.

Table 1-2.10.1 Districts and ADU Types		
District	Subdistrict	Integrated Unit
AR	N/A	Allowed
RE	N/A	Allowed
RS	N/A	Allowed
RG	N/A	Allowed
RU	N/A	Allowed
NC	NC-15	Allowed, subject to Subsection 7 below.
	NC-10	Allowed, subject to Subsection 7 below.
	NC-6.1	Not Allowed
	NC-6.2	Not Allowed
	NC-6.3	Not Allowed
	NC-4	Not Allowed
CR	N/A	Allowed



4. *Number of ADUs.* No lot shall contain more than one ADU (Accessory Dwelling Units).

5. *Bulk and Design Standards.*

a. *Integrated Units.*

1. Integrated units shall not occupy more than 25 percent of the total floor area of the principal building.
2. Integrated units shall not involve design modifications to the exterior of the principal building that make their presence obvious. Where the principal building is expanded to accommodate the integrated unit, the expansion shall be designed, clad, painted, and roofed in a manner that is comparable to the principal building.
3. Where exterior doors provide direct access to the integrated unit, such doors shall be designed, located, and configured in a manner that is typical for secondary access to a single-family building.
4. Setbacks for integrated units are the same as for the principal building.

6. *Parking.*

- a. In addition to the parking requirements for the principal building, one off-street parking space per bedroom shall be provided for the ADU.
- b. Use of tandem parking to meet this requirement is allowed; however, only one tandem space is allowed per lot.

7. *Required Outdoor Area.* Lots that are developed with ADUs shall include a usable outdoor area of at least 1,100 sf., located behind the principal dwelling unit.

8. *Additional Requirements in the NC (Neighborhood Conservation) districts.*

a. Integrated units shall demonstrate the following:

1. There is either adequate parking already on-site or sufficient room on-site to accommodate two additional vehicles without encroaching into the required yards;
2. There will be no parking within the front or corner side yards other than on a driveway with a maximum width of 14 feet; and
3. There will be a single address and utility meter.

9. *Utilities.* ADUs shall not be provided with utilities that are metered or billed separately from the principal building.

**Attachment B: Proposed ADU Amendments to the Unified Development Ordinance (**

**1. Amend Section 1-2.10.1B regarding integrated Accessory Dwelling Units.**

**2. Amend Tables 1-2.7.2A and B.**

Table 1-2.7.2-A Residential and Commercial Uses of the Home																
Land Use	Zoning Districts															
	Residential					Business Commercial			Mixed- Use			Industrial		Agricultural & Open Space		
	RE	RS	RG	RU	NC <sup>3</sup>	CR	CA	CG	CBD	AC	DS	IL	IH	OSR	AR	
Residential Uses																
Single Family Detached	P	P	P	P	3	P	-	-	-	-	-	-	-	-	-	P
Lot Line Home	-	C	C	C	3	-	-	-	-	-	-	-	-	-	-	-
Patio Home <sup>2</sup>	-	C	C	C	3	-	-	-	-	-	-	-	-	-	-	-
Townhome	-	PB	PB	PB	3	-	-	PB	PB	PB	-	-	-	-	-	-
Cottage	-	C	C	-	3	-	-	-	-	-	-	-	-	-	-	-
Duplex	-	-	PB	PB	3	-	-	-	-	-	-	-	-	-	-	-
Manufactured Home <sup>1,2</sup>	-	-	-	-	3	-	-	-	-	-	-	-	-	-	-	-
Multiplex (triplex or quadraplex)	-	-	PB	PB	3	PB	-	-	PB	-	PB	-	-	-	-	-
Multifamily <sup>2</sup>	-	-	C	C	3	-	-	C	C	C	C	-	-	-	-	-
Live - Work Units	-	-	-	-	3	C	-	-	P	C	P	C	-	-	-	-
Accessory Dwelling Unit	C	C	C	C	3	C	-	-	-	-	-	-	-	-	-	C
Residential Neighborhoods																
Single Family Cluster	P	P	P	-	3	-	-	-	-	-	-	-	-	-	-	P
Mixed Housing Cluster	-	P	P	P	3	-	-	-	-	-	-	-	-	-	-	-
Manufactured Home Park or Subdivision	-	-	-	-	3	-	-	-	-	-	-	-	-	-	-	-
Commercial Use of the Home																
Bed and Breakfast Inn	C	C	-	-	3	C	-	-	C	C	C	-	-	-	-	C
Child Care Services	C	C	C	-	3	C	-	-	-	-	-	-	-	-	-	-
Group Home	C	C	C	-	3	C	-	-	-	-	-	-	-	-	-	-
Home Occupation	C	C	C	C	3	C	-	-	C	C	-	-	-	-	-	-
Short Term Rental	SE	SE	SE	SE	3	P	P	P	P	P	P	-	-	-	-	-

Table 1-2.7.2-B Neighborhood Conservation Residential Uses of the Home						
Land Use	Zoning Districts					
	Residential					
	NC-15	NC-10	NC-6.1	NC-6.2	NC-6.3	NC-4
<b>Residential Uses</b>						
Single Family Detached	P	P	P	P	P	P
Lot Line Home	-	-	-	C	C	-
Patio Home <sup>2</sup>	-	-	-	C	C	-
Townhome	-	-	-	-	PB	-



Cottage	-	-	-	-	-	-
Duplex	-	-	-	PB	PB	PB
Manufactured Home <sup>1,2</sup>	-	-	-	-	-	-
Multiplex (triplex or quadraplex)	-	-	-	-	PB	-
Multifamily <sup>2</sup>	-	-	-	-	C	-
Live - Work Units	-	-	-	-	-	-
Accessory Dwelling Unit	C	C	C	C	C	C
<b>Residential Neighborhoods</b>						
Single Family Cluster	-	-	-	-	-	-
Mixed Housing Cluster	-	-	-	-	-	-
Manufactured Home Park or Subdivision	-	-	-	-	-	-
<b>Commercial Use of the Home</b>						
Bed and Breakfast Inn	-	-	C	C	C	-
Child Care Services	C	C	C	C	C	C
Group Home	-	-	-	-	C	-
Home Occupation	C	C	C	C	C	C
Short Term Rental	SE	SE	SE	SE	SE	SE

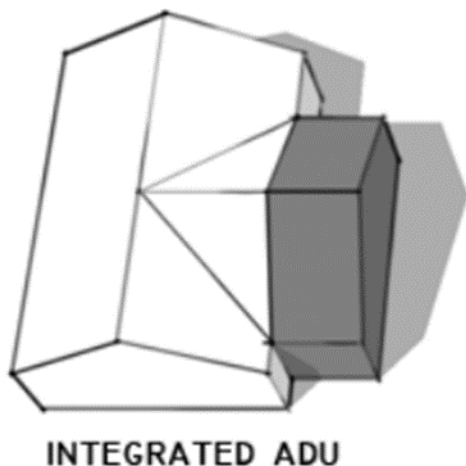
### 3. Add Accessory Dwelling Units to Section 1-2.8.2: Conditional and Permitted Special Exception Use Standards.

#### Section 1-2.8.2 Residential and Commercial Use of the Home Standards

##### A. Accessory Dwelling Units

**ADU Types.** For the purposes of this Unified Development Ordinance, integrated and detached ADUs shall be permitted. Integrated Units are units that are created within an existing building or attached to an existing building such that they appear to be an integrated part of it (see Figure 1-2.10.1, Illustrative ADU Type). A detached ADU is a separate structure containing facilities for cooking and bathing that is located on the same lot of record as the principal structure.

**Figure 1-2.8-2.A.1**



An ADU is allowed only as accessory to and on the same lot as a single family detached dwelling unit, subject to the following standards and conditions:

1. An ADU counts towards the total number of accessory structures permitted for the zoning district.
2. The property owner must obtain a Conditional Use Zoning Certificate by complying with these conditions before renting an existing ADU.
3. The property owner must obtain a City of Florence Business License and Rental Permit prior to renting the ADU.
4. The construction of a new ADU or the modification of an existing ADU requires a Conditional Use Zoning Certificate before a building permit can be issued.
5. The construction of a new ADU or the modification of an existing ADU in an overlay district requires a Conditional Use Zoning Certificate and a Certificate of Appropriateness issued by the Design Review Board with public notice procedures before a building permit can be issued.
6. Either the principal dwelling unit or the ADU must be occupied by the owner and full-time resident of the property. For the purposes of this ordinance, the “owner and full-time resident” shall mean the record owner of the property who physically resides at the subject property, has designated the subject property as his/her legal voting address and the address of his/her driver’s license, and the subject property must be assessed at the four percent homeowner’s assessment rate according to the records of the Florence County Assessor’s Office.
7. Only one ADU, whether attached or detached, is permitted per lot of record.
8. If attached, the ADU must be physically attached to the principal dwelling unit.
9. A distance of at least ten feet shall separate a detached ADU from the principal dwelling unit.
10. New construction may only be built on lots with single family detached houses.
11. A manufactured home or recreational vehicle, travel trailer, camper, or similar vehicle shall not be used as an ADU.
12. An ADU, whether attached or detached, shall:
  - a. Have the same street address as the principal dwelling;
  - b. Not be subdivided or otherwise segregated in ownership from the principal dwelling;
  - c. Use the same water, sewer, gas, and electric utilities as the principal dwelling;
  - d. If new construction, it shall maintain the architectural design, style, appearance, and character of the principal dwelling by incorporating design elements such as compatible materials, similar façade treatment, colors, window style, and roof design and pitch;
  - e. Meet the standards of the building code in effect for single family dwellings.
13. Maximum detached ADU size is limited to 50% of the footprint of the principal structure, or 800 square feet, whichever is less. An attached ADU is limited to 35% of the total floor area of the principal structure or 800 square feet, whichever is less.
14. An ADU shall not cover more than 30% of the established rear yard.
15. The ADU shall be no taller than the principal building.
16. New construction ADUs shall be located in the rear yard and must comply with all district standards including principle building setbacks, height, massing, and building coverage. In addition, the ADU must not be located any closer to the side property lines than the principal dwelling unit regardless of the setback for the zoning district.
17. The ADU shall provide one improved parking space in addition to the required parking for the principal structure.
18. The ADU shall not be served by a driveway separate from that serving the principal structure unless it is a detached building located on a corner lot or alleyway, in which case a separate driveway may be provided from the side street or alley, whichever applies.



19. An ADU shall not be leased or rented for less than 30 days.
20. An ADU may not be used solely for a home occupation.
21. The City will not issue a Conditional Use Zoning Certificate or Building Permit for an ADU if it has received notice of a restrictive covenant applicable to the lot prohibiting such use.

#### **4. Add Accessory Dwelling Units to Definitions in Division 7-25.2.**

##### **Division 7-25.2 Definitions:**

**Accessory Dwelling Unit** means a self-contained dwelling unit designed for occupancy by one family for living and sleeping purposes that provides complete independent living facilities, including its own entrance, kitchen, bathroom, and sleeping area; that is located on the same lot as a larger single family dwelling that serves as the principal use of the lot; and whose use is subordinate and incidental to the larger single family dwelling.

**DEPARTMENT OF PLANNING, RESEARCH & DEVELOPMENT  
STAFF REPORT TO THE  
CITY OF FLORENCE PLANNING COMMISSION  
JUNE 10, 2025**

**AGENDA ITEM:      PC-2025-28      Request to rezone two parcels on East Howe Springs Road from CA to NC-6.3, identified as Florence County Tax Map Numbers 00152-01-127 and 00152-01-017.**

**I. IDENTIFYING DATA:**

<b>Applicant</b>	<b>Tax Map Numbers</b>
<b>Sun Real Estate, LLC – Neil Patel</b>	<b>00152-01-127 &amp; -017</b>

**II. CURRENT STATUS/PREVIOUS ACTION TAKEN:**

This issue is before the Planning Commission for public hearing and recommendation to City Council. It has not been considered, nor has any previous action been taken, by the Planning Commission.

**III. GENERAL BACKGROUND DATA AND SURROUNDING ZONING AND USES:**

<b>Current Zoning:</b>	Campus (CA)
<b>Proposed Zoning:</b>	Neighborhood Conservation-6.3 (NC-6.3)
<b>Current Uses:</b>	Single-Family Detached Home and Vacant Land
<b>Proposed Use:</b>	Townhomes
<b>Acreage:</b>	0.748 Acre
<b>North:</b>	City of Florence Fire Station #5: Campus (CA)
<b>South:</b>	Vacant Land: Neighborhood Conservation-6.3 (NC-6.3)
<b>East:</b>	Single Family Homes: R-1(County Zoning)
<b>West:</b>	Vacant Lot: Campus (CA)

**IV. POINTS TO CONSIDER:**

- (1) The owner of these two parcels totaling approximately 0.748 acre is requesting a change in zoning from its current zoning designation of Campus (CA), which is intended for suburban campus settings for general, professional, and medical offices; educational and institutional facilities; hospitals; research and development; and light industries.
- (2) These parcels were zoned CA when the *Unified Development Ordinance* zoning designations were assigned in January 2018 due to the proximity of the City's Fire Station #5 constructed in 2010. A single-family detached home is currently on 235 East Howe Springs Road with the adjacent parcel, 231 East Howe Springs Road, being vacant.



- (3) The owner is requesting to rezone the property to Neighborhood Conservation-6.3 with the intention of constructing a future townhome development (Attachment E).
- (4) NC-6.3 permits most residential uses including conditionally permitting townhomes. Commercial uses are prohibited in this zoning district with the exception of Home Occupations.
- (5) The uses that may be developed under the proposed zoning, per the City of Florence *Unified Development Ordinance*, are those permitted in the NC-6.3 district.
- (6) All development is subject to the City of Florence codes and regulations, including setbacks, landscaping, bufferyards, and parking.
- (7) Land uses of the adjacent properties include vacant land, single family and duplex residential uses, and the institutional use of the fire station. The Compass Academy and South Florence High School are also within a short distance of the affected parcels.
- (8) The Future Land Use Map designates these parcels as Neighborhood Conservation.
- (9) City water and sewer services are accessible to this parcel.
- (10) If rezoning to a residential zoning designation is to be considered, city staff would recommend the NC-6.3 zoning designation.

## **V. OPTIONS:**

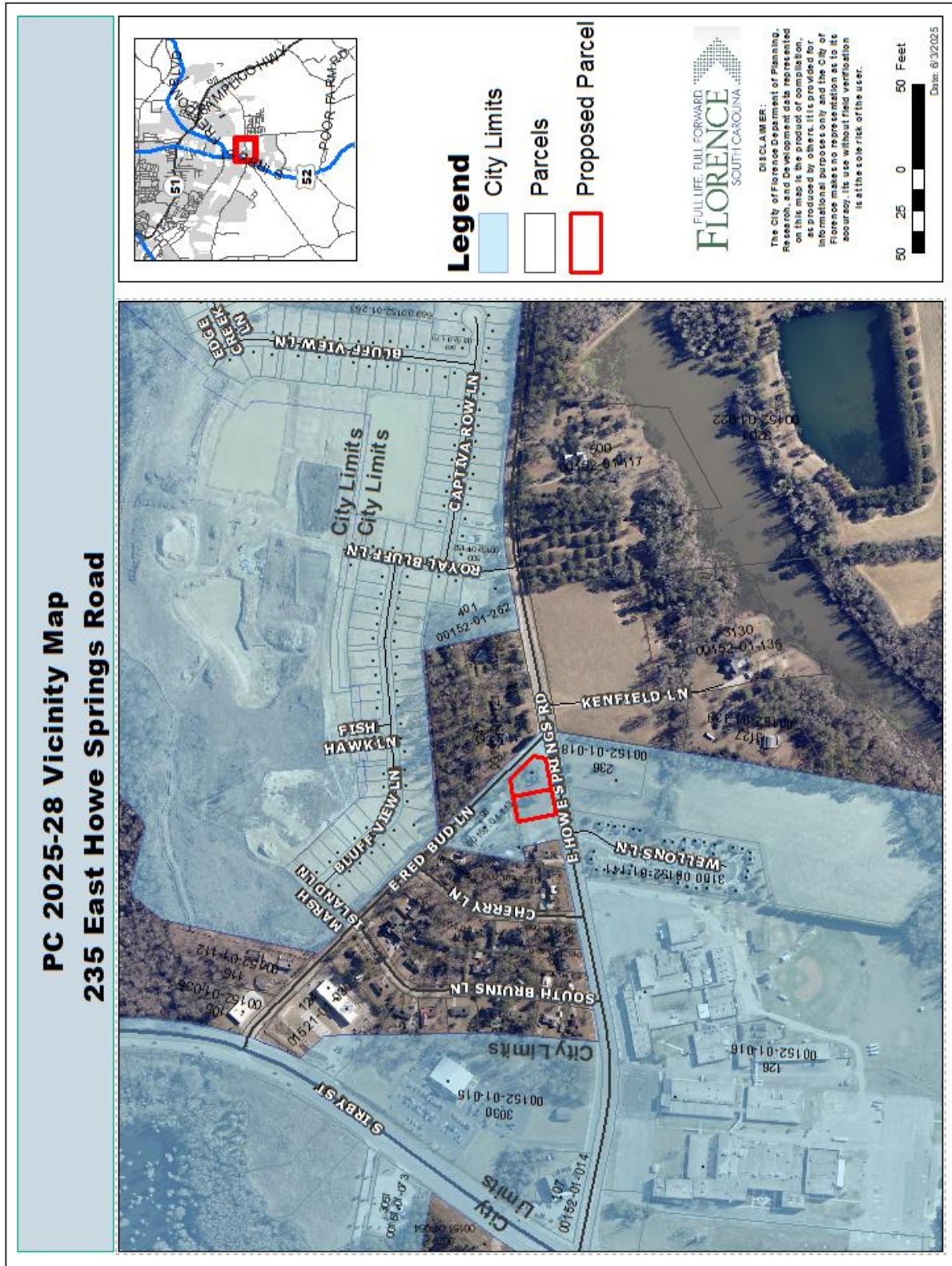
Planning Commission may:

- (1) Recommend approval of the request as presented based on the information submitted.
- (2) Defer the request should additional information be needed.
- (3) Suggest other alternatives.
- (4) Recommend denial of the request based on information submitted.

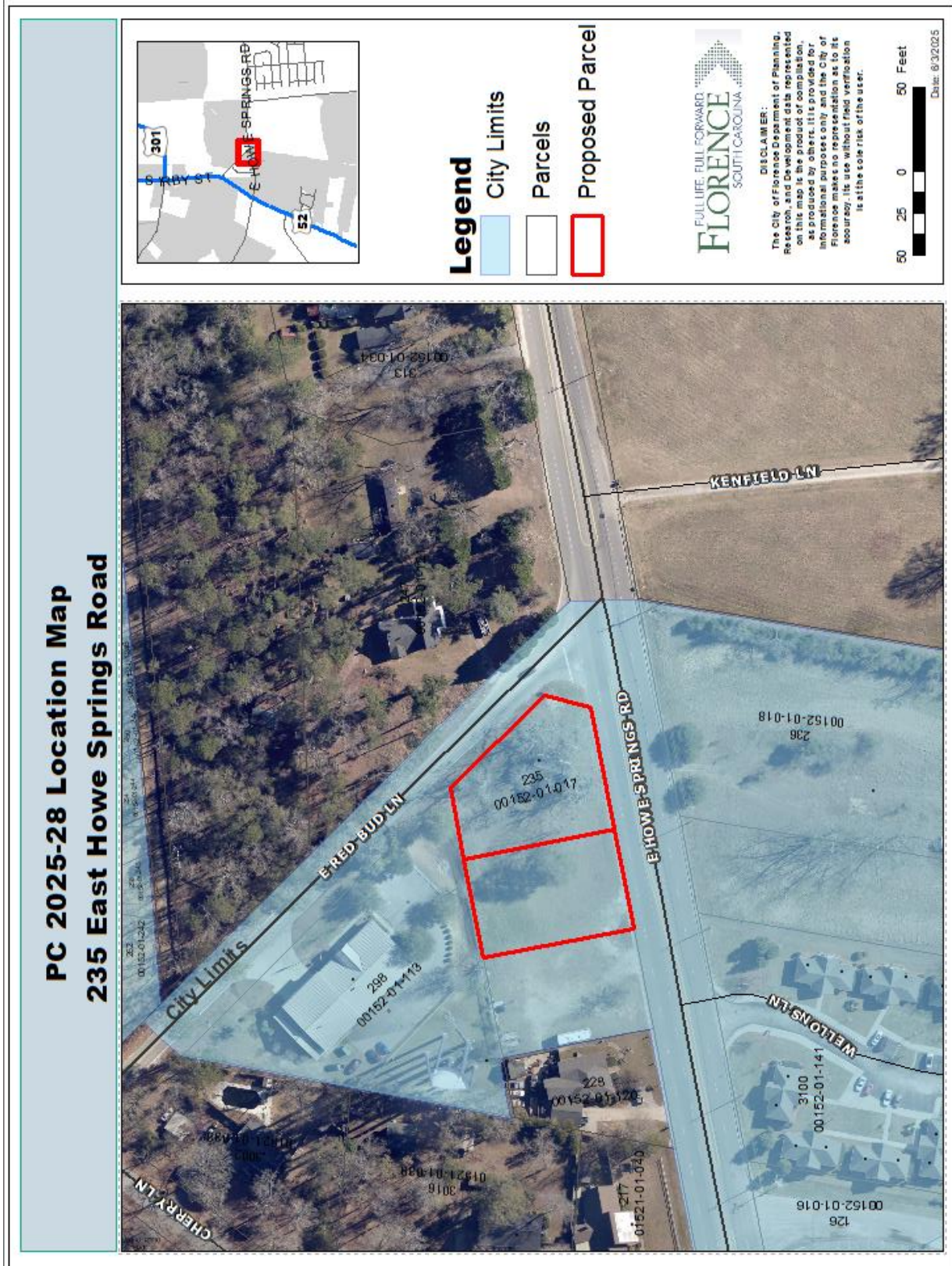
## **VI. ATTACHMENTS:**

- A) Vicinity Map
- B) Location Map
- C) Zoning Map
- D) Future Land Use Map
- E) Proposed Future Townhome Development
- F) Site Photos

Attachment A: Vicinity Map

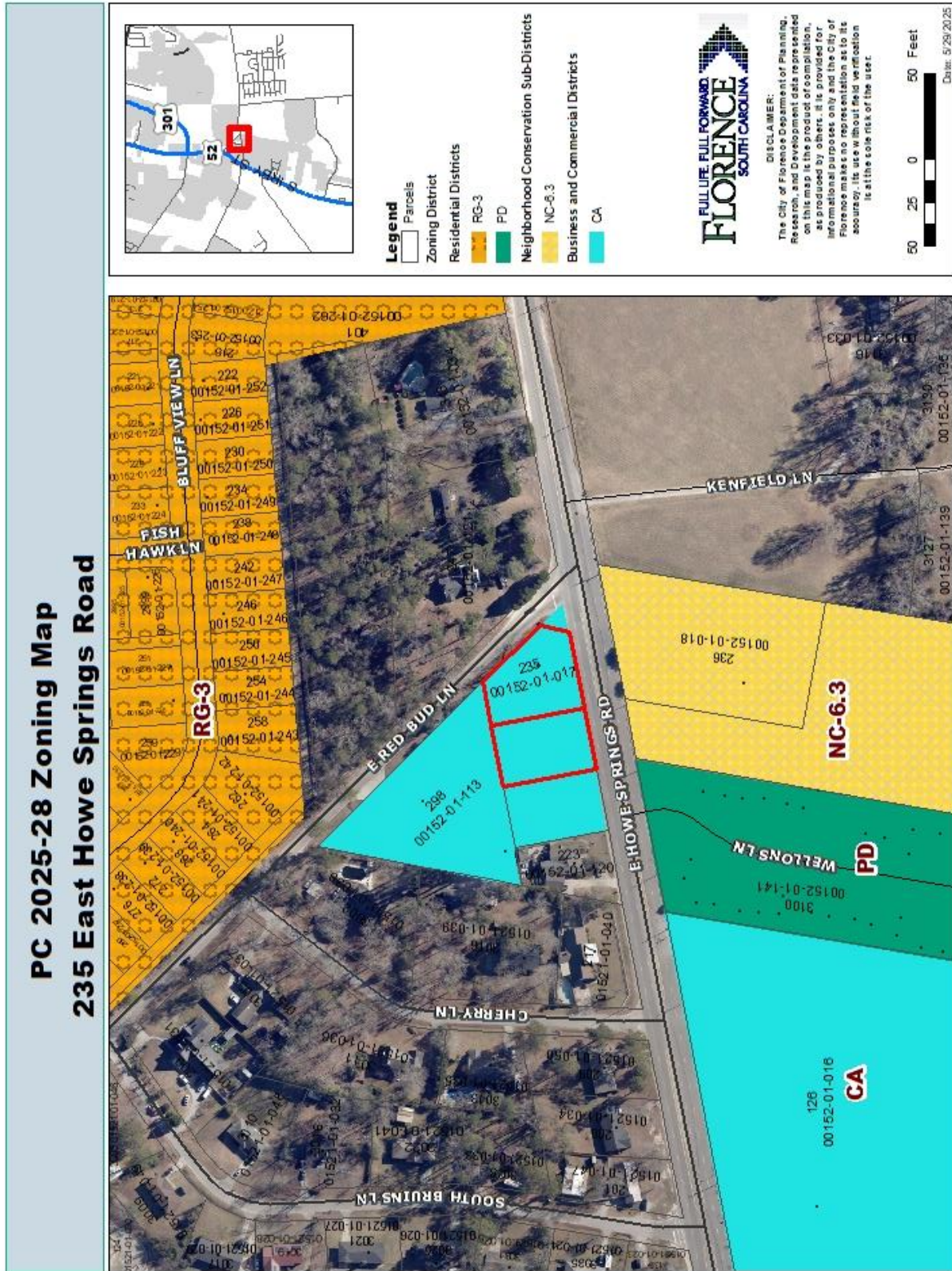






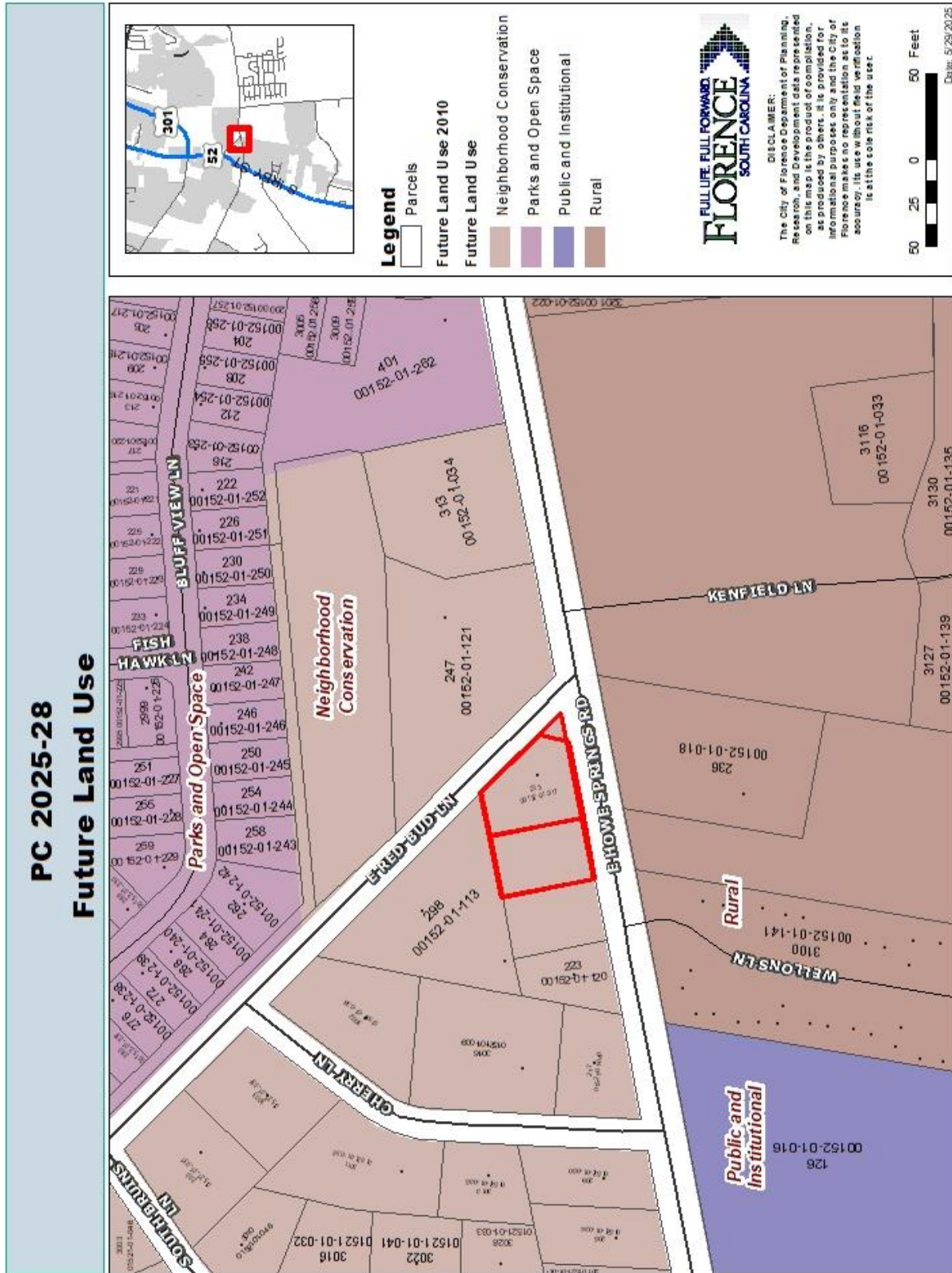


Attachment C: Zoning Map

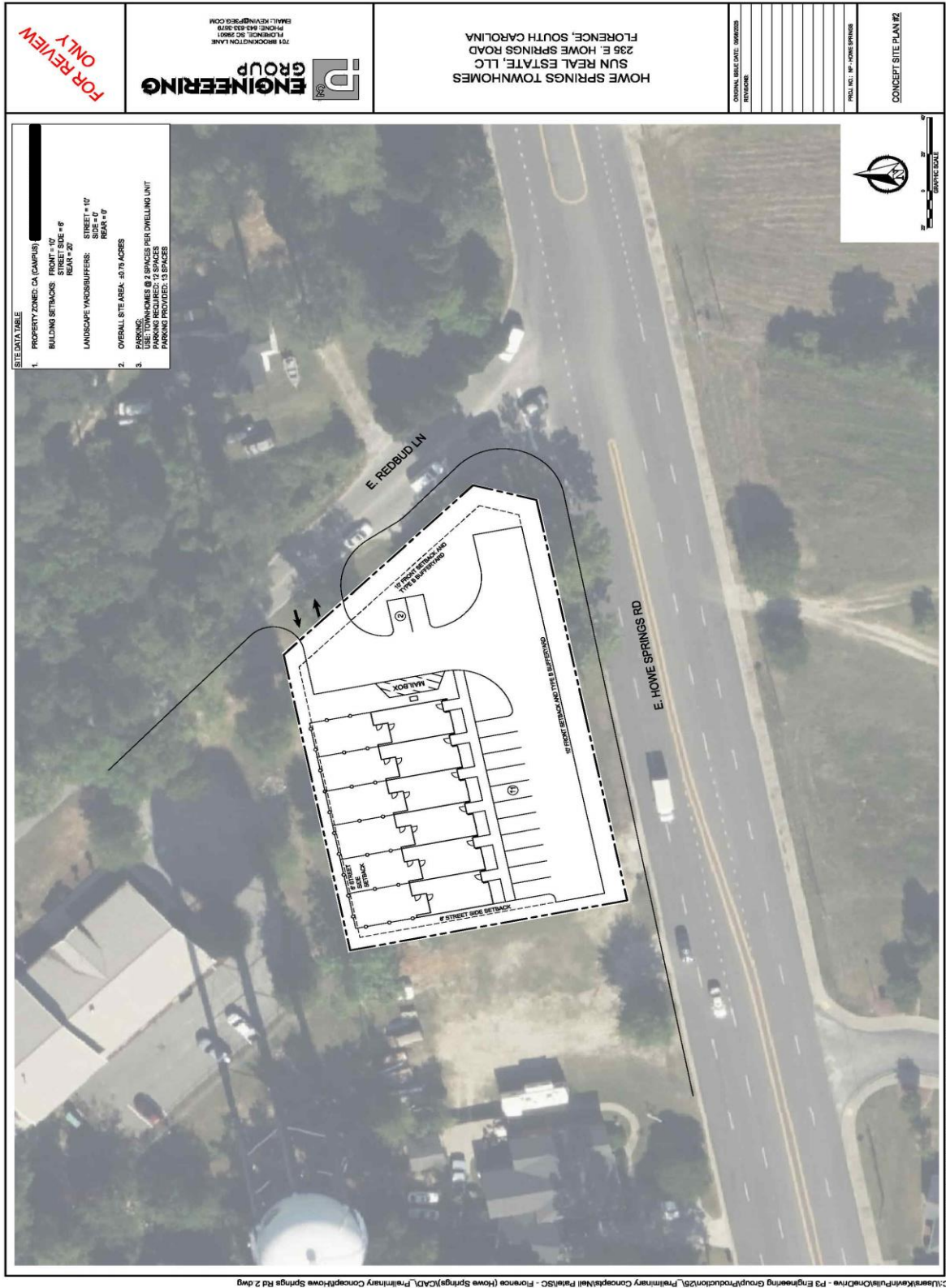




Attachment D: Future Land Use Map



## 53

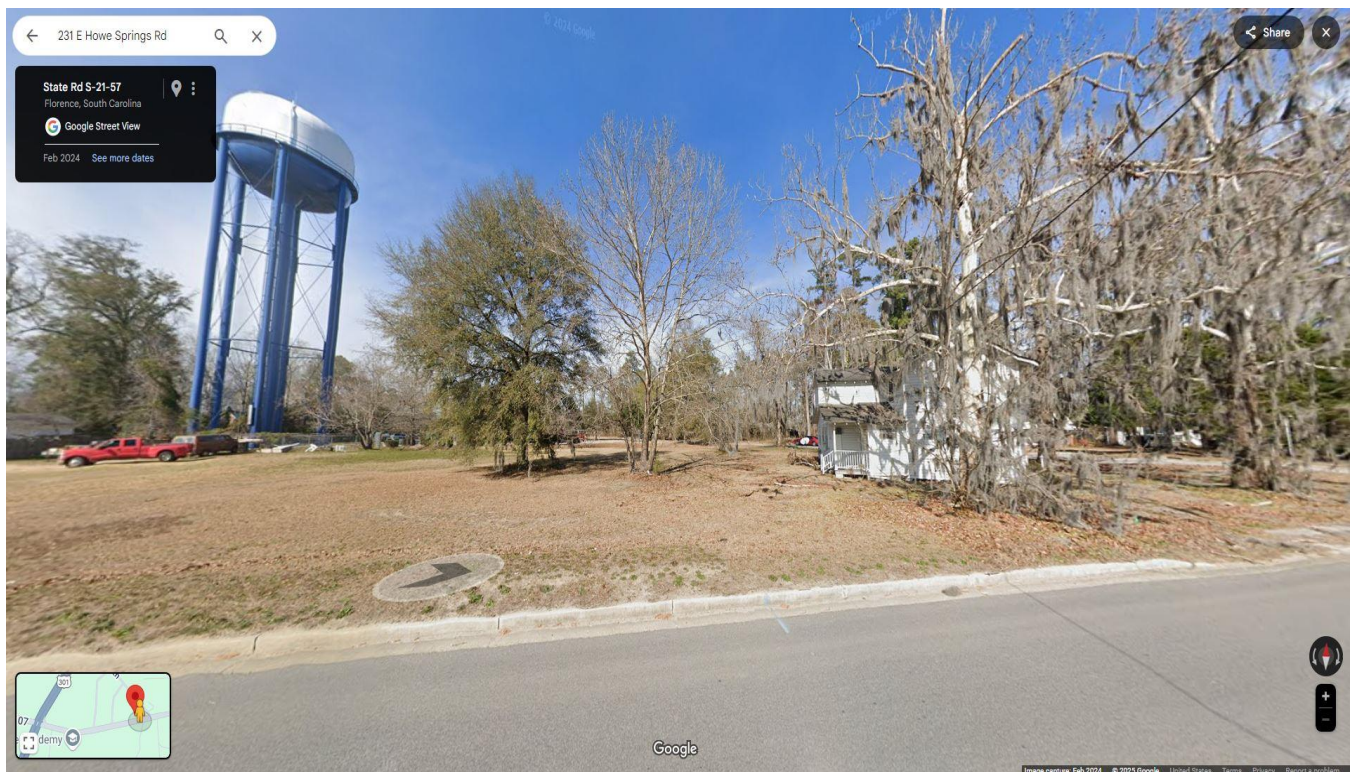




## Attachment F: Site Photos



235 East Howe Springs Road



231 East Howe Springs Road