

**Town of Yemassee**  
**Planning Commission Meeting Minutes**  
**May 9, 2023 / 3:00PM**  
**Yemassee Municipal Complex, 101 Town Cir, Yemassee, SC 29945-3363**

Present: Ethel Denmark, Joe Riley, Sharon Mansell, and Adonis Riley

Absent: Jay Holloway

Staff Present: Matthew Garnes, Town Administrator

Media Present:

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**Call to Order:**

The Town of Yemassee Planning Commission special meeting was called to order at 3:04 PM by Chairman Adonis Riley.

**Roll Call:**

Jay Holloway was absent.

**Determination of Quorum:**

Quorum satisfied.

No Public Comment.

**Old Business:**

Chairman Riley read the draft minutes of the April 4, 2023, Planning Commission meeting minutes and asked if there were any questions or comments regarding the minutes as presented. Ms. Mansell made a motion to approve as presented, second by Ms. Denmark. **All in favor, Motion Passed. Minutes approved.**

Chairman Riley read the draft minutes of the April 12, 2023, Planning Commission Special meeting minutes and asked if there were any questions or comments regarding the minutes as presented. Ms. Mansell noted a correction needed to be made and motioned to approve the minutes with the corrections, second by Mr. Riley. **All in favor, Motion Passed. Minutes approved with the corrections.**

**New Business:**

Chairman Riley read a proposed Text Amendment to the Town Zoning Ordinance, Article V, Section 5.3, Single-Family Residential 1/3 Acre [SF] and asked the Administrator to give some background. Mr. Garnes stated that during his review of the zoning ordinance, they discovered that this zoning designation is not in use anywhere in Town and is redundant and

nearly identical to what is permitted within the Single-Family Residential ¼ Acre and General Residential, with respect to minimum lot sizes, setbacks and permitted uses. He is proposing to remove this section from the Zoning Ordinance to streamline the code and strengthen the remaining residential zoning districts. He stated that this is an easy fix as no properties are currently zoned as such and any properties that are around 0.33 acre could be zoned as Single-Family Residential ¼ Acre or General Residential. If approved by the Planning Commission, this request would forward to the Town Council for further action. Ms. Mansell made a motion to recommend approval and forward to the Town Council. Second by Mr. Riley. **All in favor, Motion Passed.**

Chairman Riley read a proposed Text Amendment to the Town Zoning Ordinance, Article V, Section(s), 5.1, 5.2 & 5.4, to rename the respective districts, correct a typographical error and update the intent of Section 5.4. Mr. Garnes advised that he is proposing to update the section titles and abbreviations to ones more commonly used in the community and by staff unofficially. The current sections are titled:

Section 5.1 - Single-Family Residential 1 Acre [SF]  
Section 5.2 - Single-Family Residential ½ Acre [SF]  
Section 5.4 - Single-Family Residential ¼ Acre [SF]

Mr. Garnes remarked that the abbreviations at the end of the existing titles are duplicated, and an update to the title and abbreviations would help make the sections easier to identify. Within each Section, it is proposed to update the references to the current section titles and abbreviations for Permitted Uses and Standards. The proposed new Section titles would be:

Section 5.1 - Residential 1 Acre [R1A]  
Section 5.2 - Residential ½ Acre [R2A]  
Section 5.4 - Residential ¼ Acre [R4A]

Within Section 5.4, Staff propose updating the description of the intent of the zoning district to reflect the fact that that zoning district can accommodate smaller lot sizes. Mr. Garnes emphasized that nothing materially is changing within these sections such as permitted uses, densities, or setbacks and this is merely housekeeping to better the Zoning Ordinance. Ms. Mansell made a motion to recommend approval and to forward the request to the Town Council for consideration. Second by Mr. Riley. **All in favor, Motion Passed.**

### **Adjournment:**

Chairman Riley asked for a motion to adjourn the special meeting. Motion by Mr. Joseph Riley. Second by Ms. Sharon Mansell. All in favor, meeting adjourned at 3:34PM. The next regularly scheduled meeting of the Planning Commission is Tuesday, June 6, 2023, at 3:00 PM in the Court Room.