



**Planning Staff Report to
Greenville Planning Commission
March 11, 2022**
for the March 17, 2022 Public Hearing

Docket Number: Z-2-2022
Applicant: City of Greenville
Proposal: **TEXT AMENDMENT to MODIFY** Section 19-2.2.4 *Neighborhood meetings* to provide exceptions to the neighborhood meeting requirements.

Staff Recommendation: **Recommend Approval to City Council**

Applicable Sections of the City of Greenville Code of Ordinances:

Section 19-2.2.4 *Neighborhood meetings*

Background:

Planning and Development staff submit this application request to amend existing provisions within Section 19-2.2.4 *Neighborhood meetings* to provide an exception to the requirement. The proposal is to remove the requirement when a Map Amendment (rezoning) is conducted in conjunction with an annexation into the City limits. A neighborhood meeting will still be required for new Planned Developments (PDs) or Flexible Review Districts (FRDs) that have not been previously approved by the County or that are proposed to be modified from their County approved ordinance.

Staff Analysis:

The proposed amendment is consistent with the Comprehensive Plan as it removes a requirement that deters annexation and will allow for consistent, manageable growth. The proposal retains neighborhood meetings for properties already within the City limits. The properties to be annexed will still receive a Public Hearing before Planning Commission and two readings before City Council as a part of the public review process.

This requested text amendment is the result of Council and staff's joint effort to grow the City limits and to streamline the steps for annexation. Both recognize the City's annexation efforts as a community need.

STAFF RECOMMENDATION:

APPROVE

City Engineer Comments

Recommend: Approve

Comments:

Approved.

Civil Engineer Comments

Recommend: Approve

Comments:

Approved with no comments.

Environmental Engineer Comments

Recommend: Approve

Comments:

Approved with no comments.

Parks & Recreation Comments

Recommend: Approve

Comments:

Reviewed, no comment.

Traffic Engineer Comments

Recommend: Approve

Comments:

No comments.

Tree and Landscape Comments

Recommend: Approve

Application # _____	Fees Paid _____
Date Received: _____	Accepted by _____
Date deemed complete _____	App Deny Conditions _____



APPLICATION FOR ORDINANCE TEXT AMENDMENT CITY OF GREENVILLE, SOUTH CAROLINA

APPLICANT INFORMATION

City of Greenville

NAME
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FAX
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ADDRESS

EMAIL

864-232-2273

SIGNED

PHONE

DATE

REQUEST

19-2.2.4

PERTINENT CODE SECTION(S)

NARRATIVE DESCRIPTION/PROPOSED REVISION(S):

Text Amendment provides an exception to the neighborhood meeting requirements for map amendments conducted in conjunction with annexations unless the rezoning request is for a Planned Development (PD) or Flexible Review District (FRD) not previously approved by the County or is not proposed to be modified from the previous ordinance approved by the County.

INSTRUCTIONS

1. THE APPLICATION AND FEE, **MADE PAYABLE TO THE CITY OF GREENVILLE**, MUST BE RECEIVED BY THE PLANNING AND DEVELOPMENT OFFICE NO LATER THAN 5:00 PM OF THE DATE REFLECTED ON THE ATTACHED SCHEDULE.
2. THE APPLICANT MUST RESPOND TO THE "STANDARDS" QUESTIONS ON PAGE 2 OF THIS APPLICATION (YOU MUST ANSWER "WHY" YOU BELIEVE THE APPLICATION MEETS THE TESTS FOR GRANTING A TEXT AMENDMENT). SEE ALSO **SECTION 19-2.3.2, AMENDMENTS TO TEXT AND ZONING DISTRICT MAP**, FOR ADDITIONAL INFORMATION. YOU MAY ATTACH A SEPARATE SHEET ADDRESSING THESE QUESTIONS.
3. YOU MUST ATTACH THE REQUIRED APPLICATION FEE: \$ 100.00.
4. THE ADMINISTRATOR WILL REVIEW THE APPLICATION FOR "SUFFICIENCY" PURSUANT TO **SECTION 19-2.2.6, DETERMINATION OF SUFFICIENCY**, PRIOR TO PLACING THE APPLICATION ON THE PLANNING COMMISSION AGENDA. IF THE APPLICATION IS DETERMINED TO BE "INSUFFICIENT", THE ADMINISTRATOR WILL CONTACT THE APPLICANT TO REQUEST THAT THE APPLICANT RESOLVE THE DEFICIENCIES. **YOU ARE ENCOURAGED TO SCHEDULE AN APPLICATION CONFERENCE WITH A PLANNER, WHO WILL REVIEW YOUR APPLICATION FOR "SUFFICIENCY" AT THE TIME IT IS SUBMITTED. CALL (864) 467-4476 TO SCHEDULE AN APPOINTMENT.**

APPLICANT RESPONSE TO SECTION 19-2.3.2(E)(1), AMENDMENTS TO TEXT
(YOU MAY ATTACH A SEPARATE SHEET)

1. DESCRIBE THE WAYS IN WHICH THE PROPOSED AMENDMENT IS CONSISTENT WITH THE COMPREHENSIVE PLAN.

The Comprehensive plan details a path for controlled growth of the City. The amendment removes a requirement that deters the annexation of previously developed property into the City limits.

2. DESCRIBE THE WAYS IN WHICH THE PROPOSAL IS CONSISTENT WITH THE PROVISIONS OF THE ORDINANCE AND RELATED CITY REGULATIONS.

The proposal retains neighborhood meetings for properties already within the City limits.

3. DESCRIBE THE CONDITIONS THAT HAVE CHANGED FROM THE CONDITIONS PREVAILING AT THE TIME THAT THE ORIGINAL TEXT WAS ADOPTED.

City Council and staff wish to grow the City limits and reduce the steps required to conduct annexations.

4. DESCRIBE THE WAYS IN WHICH THE PROPOSAL ADDRESSES A DEMONSTRATED COMMUNITY NEED.

Council and staff recognize continued annexation efforts as a community need. This text amendment reduces the steps to conduct annexations.

5. DESCRIBE THE WAYS IN WHICH THE PROPOSAL IS CONSISTENT WITH THE PURPOSE AND INTENT OF THE ZONING DISTRICTS IN THE ORDINANCE, WILL PROMOTE COMPATIBILITY AMONG USES, AND WILL PROMOTE EFFICIENT AND RESPONSIBLE DEVELOPMENT WITHIN THE CITY.

The proposed zoning districts will receive a Public Hearing before Planning Commission and two readings before City Council along with the annexation. Compatibility will be determined through this process just as it is currently.

6. DESCRIBE THE WAYS IN WHICH THE PROPOSAL PROMOTES A LOGICAL AND ORDERLY DEVELOPMENT PATTERN.

All developments, whether conducted through annexation or existing within the City prior to development must meet the City's development regulations that are not proposed to be changed through this text amendment.

7. DESCRIBE THE WAYS IN WHICH THE PROPOSED AMENDMENT WILL RESULT IN BENEFICIAL IMPACTS ON THE NATURAL ENVIRONMENT AND ITS ECOLOGY, INCLUDING BUT NOT LIMITED TO: WATER; AIR; NOISE; STORMWATER MANAGEMENT; WILDLIFE; VEGETATION; AND, WETLANDS.

This text amendment will not result in any development regulation changes in regards to the environment.

8. DESCRIBE THE WAYS IN WHICH THE PROPOSED AMENDMENT WILL RESULT IN DEVELOPMENT THAT IS ADEQUATELY SERVED BY PUBLIC FACILITIES AND SERVICES (ROADS, POTABLE WATER, SEWERAGE, SCHOOLS, PARKS, POLICE, FIRE, AND EMERGENCY FACILITIES).

The properties contained within annexations will be served by the City in our capacities or through the Intergovernmental Agreements with other government bodies.

Sec. 19-2.2. Common procedures.

[. . .]

19-2.2.4. *Neighborhood meetings.*

- (A) *General.* The purpose of the neighborhood meeting is to provide an opportunity for informal communication between applicants, occupants, and owners of nearby properties who may be affected by development proposals; to educate the occupants and owners about the proposed development and application; to receive comments and address concerns about the development proposal; and to resolve conflicts and outstanding issues, where possible.
- (B) *Neighborhood meeting encouraged.* Where not otherwise mandatory, a neighborhood meeting is strongly encouraged for all applications requiring a public hearing prior to submission of an application, provided the neighborhood meeting is not required under Sec. 19-2.2.4(C).
- (C) Neighborhood meeting required. Unless a waiver is granted by the administrator, a neighborhood meeting shall be required to be conducted prior to submission of the following applications:
 - (1) Map amendment (rezoning), including PD (Planned Development) and FRD (Flexible Review District);
 - (2) Major subdivision;
 - (3) Special exception for: bed and breakfast inn.
 - (4) Multifamily or a Certificate of Appropriateness which includes a multifamily use; or
 - (5) Any application requiring a public hearing where the proposed project is commercial or multi-family in nature and abuts an existing single family detached use.
- (D) Notwithstanding the foregoing subsection and only with respect to applications requiring a public hearing, a neighborhood meeting may be required for a public hearing application under one or more of the following scenarios;
 - (1) The chairperson of the planning commission, design review board, board of zoning appeals may, during a public hearing, direct an applicant to conduct a neighborhood meeting if it is determined that the application could potentially have negative land use, appearance, traffic, or other public facility impacts on neighboring properties.
 - (2) The administrator may require an applicant to conduct a neighborhood meeting prior to a public hearing being scheduled if the administrator determines that:
 - (a) One or more property owners are directly abutting the subject property has requested, via standard mail or email, a neighborhood meeting; or
 - (b) Owners of 20 percent or more of the parcels within 1,000 feet of the subject property have requested, via standard mail or email, a neighborhood meeting.
- (E) *Procedure.* If a neighborhood meeting is convened, it should generally comply with the following procedures:
 - (1) *Time and place.* The neighborhood meeting should be held during the hours of 6:00 p.m. to 9:00 p.m., Monday through Friday, at a place that is generally accessible to occupants of property in close proximity to the land subject to the application. Meetings may be held at a time and day different from above at the neighborhood's request. Meetings shall be held

at least eight calendar days prior to the scheduled public hearing. Failure to do so may result in delay or denial of the application.

- (2) *Notification.* The applicant shall provide notification of the neighborhood meeting a minimum of five business days in advance of the meeting by first class mail to: all owners and occupants within 500 feet of the land subject to the application; any neighborhood organization that represents citizens within that area; the planning staff; and the review board. The notification shall state the time and place of the meeting.
- (3) *Conduct of meetings.* At the neighborhood meeting, the applicant shall explain the development proposal and application; answer questions; and, address the ways in which to resolve the attendees' concerns. Within two days of the meeting, the applicant shall provide the city a list of those in attendance with a summary of the attendee's concerns.

(F) Exceptions. A neighborhood meeting is not required for the following types of applications:

- (1) Map amendment (rezoning) that is conducted in conjunction with an annexation of the property into the Greenville city limits unless the request is for a PD (Planned Development or FRD (Flexible Review District) that has not been previously approved by the County or that is not proposed to be modified from the previous ordinance approved by the County.

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