

**MINUTES OF THE REGULAR MEETING  
OF THE  
MANNING PLANNING COMMISSION**

**Monday, July 08, 2013  
6:30 P.M.**

**Council Chambers  
Manning City Hall**

**Members Present**

William Blair, Chairman  
Pamela Clavon- Brunson  
Lou Murray  
Monica Reed

**Members Absent**

Stephanie Black -Excused  
Janice Coney -Excused

**Staff Present**

Mrs. Mary Adger, Administrative Services Coordinator  
Ms. Donna Walker, Administrative Services Clerk

**I. Call Meeting to Order/Introduction:** Mr. Blair called the meeting to order and welcomed all in attendance.

**II. Invocation:** Mrs. P. Brunson

**III. Approval of Minutes:**

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A **motion** was made by Mrs. P. Brunson and was seconded by Mrs. L. Murray to accept the minutes as written. All favored the motion.

**IV. Proposed Text Amendment for Special Exception.**

**Mrs. Adger**

Mrs. Adger stated that the proposed text amendment was born out of conflict between a seller and the potential buyer. The discrepancy led Council wanting the Board to come up with a proposed text amendment to allow written consent of the property owner(s) regarding special exceptions. In addition, Mrs. Adger stated that the memo passed out was the result of a survey that was done on several municipalities. We found that some municipalities included the special exceptions in their ordinance and/or had the property owner(s) to sign forms. Furthermore, Mrs. Adger stated that it was her recommendation to council to include within our ordinance language that requires the property owner's

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signature(s). As a result, the proposed amendment was drafted by our city attorney, William Johnson. Mrs. Adger is also asking that the Board do the same for variances.

**Ms. M. Reed requested Mrs. Adger to provide some examples of special exceptions.**

In response Mrs. Adger stated that special exceptions depend on the property and how it is zoned. Special exceptions are granted for example to businesses that are not permitted to operate outright. For instance, include barbershops, beauty salons, and churches in residential districts.

A **motion** was made by Mrs. L. Murray to recommend the proposed text amendment for sections 903.2.2 and 903.3.2 to require the property owner signature(s) and was seconded by Mrs. P. Brunson. All favored the motion.

**VI. Review of a minor development for East Coast Migrant Head Start at 621 W. Huggins Street.**

**Mrs. Adger**

Mrs. Adger stated that the Manning Head Start Complex is pretty much developed; however, they wanted to add another structure which is a modular unit. In addition, Mrs. Adger stated that in light of the timeline the applicant was working under, she approved the new addition but she informed the applicant that the site plan would still be taken to the Planning Commission for their sanction on it.

**The Board commented as follow:**

**Mrs. L. Murray inquired:**

- “What will the new addition be?”

**Mrs. P. Brunson**

- “Is it a new Modular unit?”

**Mrs. M. Adger**

In response, Mrs. Adger stated that to her knowledge the structure may be the administration offices or classrooms and that the modular unit was new.

A **motion** was made by Mrs. P. Brunson to approve the site plan as presented and seconded

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By Mrs. L. Murray. All favored the motion

**VI. Board Comments:**

**Mrs. L. Murray**

Mr. L. Murray inquired if any new businesses were coming to town and what was going into the old French Hens Building.

**Ms. D. Walker**

Ms. Walker stated that J & J's Seafood, Smiles Dentistry, and Global Clinical Trial Consultants were coming soon and that a bakery was locating in the old French Hens building selling spices and desserts.

**Mrs. P. Brunson**

Mrs. Brunson inquired if Giggling Gators was a specialty store?

**Mrs. M. Adger**

Mrs. Adger stated that she believed they sold baby and adult apparels.

**Mrs. Adger**

Mrs. Adger gave the Board the Public Officials' Liability tool kit from the Municipal Association that provides practical, straight forward information to help local officials identify and manage risks associated with their position.

**Mrs. P. Brunson**

Mrs. Brunson stated that she would like to thank Mrs. Adger and Ms. Walker for all they do to make their job easier.

**VII. Adjournment**

A **motion** was made by Mrs. P. Brunson to adjourn, and Mrs. L. Murray seconded the motion. All favored the motion.

Time: 7:15 P.M.

Respectfully submitted,