AN ORDINANCE OF THE TOWN OF AWENDAW, SOUTH CAROLINA, TO AMEND TITLE III: ADMINISTRATION, CHAPTER 32: BOARDS AND COMMISSIONS, SUBSECTION 32.01 PLANNING COMMISSION TO CHANGE THE MONTHLY MEETING DATE FROM THE THIRD TO THE SECOND MONDAY OF THE MONTH.

WHEREAS, pursuant to S.C. Code Ann. § 6-29-310, et seq., the Town of Awendaw has established a Planning Commission to carry out duties as authorized under South Carolina law and Town Code; and

WHEREAS, the Planning Commission holds regular monthly meetings in order to conduct its business and fulfill its duties to undertake a continuing planning program for the physical, social, and economic growth, development, and redevelopment of the Town; and

WHERAS, the currently established meeting date of the third Monday of each month has resulted in recurring scheduling conflicts that impede the efficient conduct of Planning Commission business; and

WHEREAS, Town staff, in consultation with the Planning Commission, has reviewed its meeting schedule and determined that changing its regular meeting date to the second Monday of each month would better accommodate members, staff, and the public, and improve overall attendance and participation; and

WHEREAS, Town Council, in order to serve the best interests of the Town by promoting orderly governance, transparency, and the efficient administration of Planning Commission duties, desires to amend Section 32.01, entitled *Planning Commission*, of the Town of Awendaw Code of Ordinances; and

WHEREAS, Town Council has the authority to amend its Code of Ordinances when deemed to be in the best interest of the citizens of the Town, and now desires to do so as displayed below. **NOW, THEREFORE, be it Ordered and Ordained by the Council of the Town of Awendaw, S. C.** that Chapter 32, Boards and Commissions, subsection 32.01, *Planning Commission*, of the Code of the Town of Awendaw, South Carolina, shall be amended as follows:

For all changes new language and symbols shall be underlined and removed language and symbols shall be represented by a strikethrough.

§ 32.01 PLANNING COMMISSION.

(A) The Town Planning Commission originally established by Ordinance No. 02-02, passed 1-7-2002, and as amended by Ordinance passed 9-6-2002, as authorized under S.C. Code §§ 6-29-310 et seq., is hereby and shall be reconstituted and amended as provided herein. The Planning Commission shall comply with the duties, functions, procedures, and funding as set forth in S.C. Code §§ 6-29-330 through 6-29-380, and the town's zoning code and land development regulations ordinance and amendments thereto as if set forth herein verbatim and incorporated herein by this reference.

(B) The Planning Commission shall be comprised of five citizens who are residents of the town with each member's term commencing at the beginning of the town's fiscal year.

(1) Citizens who wish to serve must submit applications when the nomination window is open on a bi-annual basis or as seats open.

(2) Applications shall be reviewed and approved by and are subject to the approval of Town Council.

(C) The Planning Commission shall elect a chair and vice chair from its membership for a period of one year at its first meeting of the fiscal year.

(D) The Planning Commission shall adopt rules of procedure at its first meeting of the fiscal year.

(E) The Planning Commission meets the ~~third~~ second Monday of the month at 6:00 p.m. if there is a specific need or request. If there is a meeting, notices are sent to the local newspaper as required and posted at Town Hall and on the town website on the town calendar.

(F) Meetings shall be conducted in accordance with the Freedom of Information Act (FOIA) requirements in all respects, including but not limited to notice, procedures, minutes, and public records.

(G) The term for the Planning Commission members shall be for two years, provided, however, that upon initial appointment, three seats shall be for two years and two seats shall be for a period of one year. Initial terms shall be established in a random fashion. Thereafter, all terms shall be for a term of two years. The maximum number of consecutive terms a member can serve is three terms of two years each for a total of six years. Vacancies shall be filled in the same manner as initial appointment. Vacant seats filled for a period not exceeding six months shall not count as a full term. Sitting members may serve until a replacement is appointed.

THIS ORDINANCE SHALL BE EFFECTIVE IMMEDIATELY UPON FINAL READING

First Reading: May 7, 2026

Public Hearing: June 4, 2026

Second Reading: June 4, 2026

Chris Crolley, Mayor

Town of Awendaw

Attest: Town Administrator