PENDLETON
SOUTH CAROLINA
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Town of Pendleton
Planning Commission
Called Meeting
September 17, 2026
Pendleton Town Hall, 6:30 pm

MINUTES:

1. **Call to Order:**
   Chairman Holland called the meeting to order at 6:30 pm

2. **Approval of prior meeting minutes:**
   a. Motion to approve the minutes from the month of August by Mr. Moloney. Ms. Gemmill seconded, all those present were in favor, with unanimous approval.

3. **Public Comments**.
   a. No comments.

4. **Public Hearings:**
   a. Hold a Public Hearing to gather information and receive comments before making a recommendation to Pendleton Town Council to amend the Zoning Ordinance of the Town of Pendleton, South Carolina, by adding definitions to Section 2-2; adding provisions for riparian buffers, tree protection, and lighting regulations to Section 6-2; and adding Section 6-11, general design standards; and other matters related thereto.
   - Karl Pokorny 161 East Queen Street
     - Introduced himself to the commission as a certified arborist and forestry consultant, has aided in writing several other tree ordinances, and is the owner and operator of Tree South. He reviewed the UDO and provided 9 pages of comments to Councilwoman Von Meyer. He reviewed the sections related to trees and tree protection. There are many issues with the tree ordinance; he would like to help with its language. There is a mother tree ordinance that many other city ordinances have been copied and pasted from. The ordinance from the UDO was ineffective and was copied and pasted. He provided comments to the Commission.

- Chairman Holland clarified that this amendment is not for the UDO Draft, but the current zoning ordinance. He would like to receive the comments that Mr. Pokorny had and his input on the tree ordinance.
- The Commission clarified that the zoning ordinance amendment was different from what Mr. Pokorny was presenting on.
- Ms. Jones asked him what Pendleton needs as far as a tree ordinance.
- Mr. Pokorny stated that trees on private property should not be affected by the ordinance and should be more developer-focused. He likes the tree fund, the municipality's standards to follow, and the standards for dealing with hazardous trees. Protecting the trees on Public property is a big step; controlling what developers can do also ties into the riparian buffers' ordinance.
- Ms. Jones asked how the citizens can contribute to a tree fund.
- Mr. Pokorny said he doesn't think that the town should ask residents to pay for the tree fund.
- Mr. Baldwin stated we had a discussion last week on whether the commission should pass the single-family portion of the ordinance.
- Mr. Pokorny said Richmond had a portion of the town's taxes that went toward the city's landscaping fund instead of doing tree mitigation.
- Chair Holland asked if he would come back when the commission gets to this section during the UDO work sessions.
- There is a discussion between Ms. Luckow and Karl Pokorny on the heritage tree definitions and staff being the interpreter.
- Mr. Pokorny reiterated this was his opinion as a citizen and not his professional judgment.
- Ms. Vance clarified that all language was corrected to state zoning administrator.

- Kim Wennermark, Broad Street
  - As a private homeowner, he doesn't want the town to tell him what trees he can and can't cut. He stated that he had read some of the information and didn't want the town to tell him what color his house could be.
  - Chair Holland asked if this was a general comment or related to what they were going to vote on.
  - Mr. Wennermark stated it was related to the information that was sent out in the email. He stated that when you cross into his yard, he would appreciate it if there were a little less government, that's all he was saying.
  - Chair Holland stated we need to clarify the grandfathering clause to provide more information for the public.
  - Ms. Vance explained how grandfathering causes work.

- Mr. Symborski asked if it applied to the new people to whom he might sell his house.
- Ms. Vance explained the process when new ordinances take place and the process for recognizing grandfathering.

- Chair Holland asked if there were any more comments
  - There were no more comments regarding this portion of the hearing.

b. Hold a Public Hearing to gather information and receive comments before making a recommendation to Pendleton Town Council to amend Section 7.11 of the town of Pendleton Land Development Regulations relating to sidewalk requirements, standards, and improvements.

- No comments were made for this section of the hearing.

5. New Business:

a. Action Item: The Consideration of making a recommendation to the Pendleton Town Council to amend the Zoning Ordinance of the town of Pendleton, South Carolina, by adding definitions to Section 2-2; adding provisions for riparian buffers, tree protection, and lighting regulations to Section 6-2; and adding Section 6-11, general design standards; and other matters related thereto.

- Chairman Holland asked Rebecca Vance to go through each section of the amendments and to highlight the changes.
- Ms. Vance introduced the items from Resolution 03-2026 and what sections of the zoning ordinance are changing and outlined the process of how the tree ordinance will work going forward.
- Ms. Vance discussed the intent of the design ordinance.
- Lighting regulations, for commercial, residential, and security lighting for light pollution and spillage onto neighboring properties.
- Discussed the next action for the sidewalk requirements as well in the Land Use regs amendments.
- Chair Holland reminded the commission that they will revisit the items they are adopting for the zoning ordinance today, and will later work on them again when they revisit the UDO draft
- Ms. Jones asked the Chair if they could separate the tree ordinance from the rest of the items on the resolution, so that it wouldn't hold up the rest of the items going through to the Town Council.
- Ms. Vance discussed that they could procedurally amend the resolution by making a motion to do so.
- Ms. Gemmill stated that they were sending the recommendation to the Council, and they could still make changes to the ordinance at their level. The issue is that the town currently has no tree protection, and passing this will help prevent clear-cutting by developers coming to town.

- Ms. Jones said she was suggesting we address the trees separately. If we give the council two resolutions, they can pass the other amendments and work on the trees separately. Suggested to separate the tree ordinance and make a separate recommendation to the council.
- Mr. Baldwin asked what the intent of that was.
- Ms. Jones said that the council will then have the opportunity to look at the tree ordinance and the rest of the amendments separately
- Ms. Vance explained that the council follows the same procedures and could do the same split at their level
- Ms. Luckow said she would like to keep the resolution amendments as they are and send them to the town council.
- Ms. Jones made a motion to separate the tree ordinance from the rest of the amendments and to send them to the Town Council individually.
    a. This motion did not receive a second.
- Chair Holland asked for a subsequent motion, seeing that the previous motion did not receive a second.
- Steve Moloney motioned to approve the amendments as written. Ms. Luckow seconded.
- Chair Holland asked for any further discussion; seeing none, he asked for a vote on the motion.
- The motion passed 6-1, with Chair Holland, Vice-Chair Dawson, Steve Moloney, Veronice Luckow, Jill Gemmill, and Richard Baldwin voting in favor of the motion. Melissa Jones was against.

b. Action Item: The Consideration of making a recommendation to Pendleton Town Council to amend Section 7.11 of the town of Pendleton Land Development Regulations relating to sidewalk requirements, standards, and improvements.

- Chair Holland asked if there were any motions for this section
- Jill Gemmill motioned to approve the amendment, Veroncia Luckow seconded, and all members voted in favor with a unanimous 7- 0 vote.

6. Adjournment:

a. Chairman Holland motioned to adjourn, Steve Moloney seconded, and all those present voted in favor. Unanimous approval.

Chairman: C Holland Date: 10-8-2026

Copy of submittal by Karl Pokorny to Chairman Holland during 9/17 Public Hearing

UDO Review Notes on Tree and Landscaping, Karl Pokorny, 2-23-2026

1. Page 13, Planned Developments: How do we prevent abuse of the PD. We seem to have no real control over what happens.
2. Page 14, 2.3.4, Annexation and Zoning: States "which remove territory". Should this say "which add territory"?
3. Page 19, General Requirements, Item 6: discusses street trees in design
4. Page 22, D -ii & iii: discusses parking lot trees
5. Page 27, I. Commercial Buildings, 1. General requirements, e. "use of trees and flowering plants is strongly encouraged...." Not required?

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6. Page 36, Use Provisions, Section 3.1 General, 3.1.1., Use Categories
7. Page 42, 3.3.2., Residential
    a. Single Family Detached Dwelling – no mention of trees
    b. Accessory Dwelling Unit (ADU) – no mention of trees
    c. Two-Family Dwelling Unit, item 4: has tree requirements
    d. Small Multi-Dwelling Unit Building, item 4: has tree requirements, Item 6: covers landscaping. Item 7: sidewalks/trees/paying into sidewalk fund.
    e. Large Multi-Dwelling Unit, no mention of trees
    f. Single Family Attached-Dwelling, Item 4: has tree requirements, item 6. covers landscape areas, item 7: Sidewalk funds
    g. Mixed Use – Upper Story Residential, item 4: has tree requirements
    h. Manufactured Home – no mention of trees
    i. Residential Care Facilities: no mention of trees
    j. Community Care Facilities – no mention of trees
    k. Group Homes: no mention of trees

In residential development, 8 out of 11 uses do not mention tree/landscape requirements. Is this intentional or oversight? I feel they should all address trees and landscaping. The requirements for trees mention street trees spacing only and do not mention trees on the lots/properties.

8. Page 49, 3.3.3. Lodging
    a. B&B – no trees, but not applicable unless construction
    b. Homestay - no mention of trees, but NA
    c. Short Term Rental – no mention of trees, but NA
    d. Hotels: no mention of trees or landscaping

No requirement for trees or landscaping in hotels? Are trees for hotels addressed in another area of the ordinance?

9. Page 53, 3.3.4. Office & Service
    a. Funeral Homes – no mention of trees
    b. Medical Clinic, Item 4: has tree requirements
    c. Professional Services – no mention of trees

Office & Service has tree requirements for funeral homes only.

10. Page 54, 3.3.5., Commercial & Entertainment
    a. Accessory Commercial Unit (ACU) – no mention of trees
    b. Adult Entertainment Establishment, Item 3 mentions funeral homes in error. No mention of trees or landscaping.
    c. Alcoholic Beverages Sales Store, item 4: has tree requirements
    d. Tavern: Item 3: has tree requirements
    e. Indoor Entertainment, Item 3: has tree requirements
    f. Outdoor Entertainment: no tree requirements
    g. Event Venue: no tree requirements
    h. General Commercial: Item 4: has tree requirements
    i. Restaurants, Item 4: has tree requirements
    j. Health and Fitness Facilities, Item 4: has tree requirements
    k. Club Organization, Item 6: has tree requirements

Commercial and entertainment: ACU does not mention trees which I think is okay if the use is in an existing structure. If it is a new structure, I think there should be landscape requirements. Four of eleven categories cover trees, why not the others?

11. Page 61, 3.3.6., Civic & Institutional
    a. Cemeteries, no tree requirements
    b. Community Facility, Item 3: has tree requirements
    c. Cultural Facility, Item 3: has tree requirements
    d. Government Storage Yard – no tree requirements
    e. Religious Institution: no tree requirements
    f. Commercial Care Center, Item 4: has tree requirements

I think cemeteries should have tree cover requirements as well as the other uses. Three of six categories do not mention of trees. I think all of them should address trees. Tree requirements for cemeteries is important. Tree planting should follow as areas are filled. Can plant roadsides, islands etc. before interments begin.

12. Page 63-64, 3.3.7., Vehicular,
    a. Drive-Through Facility – no tree requirements
    b. Parking Facility: no tree requirements

13. Page 65, 3.3.8., Industrial
    a. Heavy Manufacturing - no tree requirements
    b. Microbrewery, item 3: has tree requirements
14. Page 67, 3.3.9., Infrastructure
    a. Major Utilities: no tree requirements
    b. Telecommunication Towers, item 6: covers landscape requirements. No mention of trees.
15. Page 71, 3.3.10., Agricultural
    a. Farm – NA for trees
    b. Backyard Pens or Chicken Coops – NA for trees
    c. Apiary – NA for trees
    d. Nurseries and Garden Centers, Item 4: has tree requirements

In the Vehicular, Industrial, Infrastructure, and Agriculture categories; of the nine uses, three have tree requirements. Tree cover for three of the uses likely do not apply: Farm, Chicken Coops, Apiaries, and Telecommunication Towers. I assume parking facilities is different than surface lots. Both should have trees/landscaping.

Article 4. Development Standards (start page 79)

16. Page 83, Alternative Development Patterns
17. Page 84, 4.2.2., Cluster Subdivision: Problem with entire section is that Council can ignore the recommendations of the Planning Commission.
    a. Purpose: States that new development "shall avoid" disturbance. I think direct language is better in ordinances, i.e., "shall not disturb"
    b. Guiding Principles
    c. Applicability, Item 2: States "Cluster Development shall not be required (Save the word "shall" for things that are required, say "is not required") but is encouraged..." Encouraged means nothing in an ordinance). I am not sure why #2 is even here? If we are not requiring them to do something, just get rid of the item.
    d. Conservation analysis, D. Conservation Analysis, #2, B. Class 2 Constrained areas, sub-item ii: "Woodlands" Shouldn't this include heritage trees? #5 mentions applications are incomplete without the analysis. Need to make sure the analysis is legit/thorough, not perfunctory. The Morton Farm analysis could have been (likely was) written by someone looking at the real estate listing.
    e. Calculation of number of lots permitted
    f. Development Standards

g. Conservation Standards
h. Permanent Open Spaces
i. Application, #4. Required Buffer Areas: "...a variety of rapidly growing indigenous trees and shrubs SHOULD be planted THICKLY in the buffer area". In the world of municipal codes, "should" and "thickly" says nothing. Need to list acceptable species in an appendix and define "thickly" in terms of basal area or stems per acre, etc.

18. Pages 90-92, 4.2.3., Planned Development Districts: Same comments as Cluster development / nullification by Council. I think tree cover should be addressed.
    a. Purpose
    b. Process
    c. Changes to PD Districts
    d. Stormwater
    e. Review Process
19. Pages 92 -, Manufactured Home Park No mention of trees/landscaping
    a. Purpose
    b. Applicability
    c. Process
    d. Standards
20. Pages 96-100, Section 4.5., Streets and Rights-of-way: I think it should include minimum widths of tree lawns if they are to be planted. Tree lawns like those in Meehan Falls should not have trees in them – the trees have no future. Tree lawn size could vary with species. Could also make "structural soil" requirements.
21. Page100, section 4.5.8: Street Trees
    a. Location (of trees): Again, should address minimum width of tree lawn.
    b. Spacing: Address soil composition in tree wells (perhaps in sidewalk section) because tree wells are often used to dump fill that should go to a landfill. Use of structural soils.
    c. Tree Species: I would make a list of approved species in an appendix focusing heavily on native trees. Reduce use of crepe myrtle.
    d. Minimum tree size: Okay
    e. Tree wells: Seems redundant with b. Good idea to make continuous root areas. Structural soils
    f. Root Barriers: Root barriers are good idea. List acceptable forms.
    g. Need a section "g" to address overhead utilities.
    h. Need a section "h" to address "redundant canopy" exceptions – pay into fund in lieu of planting.
22. Page 103, D.1.ii: trees and traffic signals, pruning

23. Pages 113-124, Section 4.7: Landscaping, Buffers, and Tree Protection: Reed all
24. Page 113, 4.7.2, Standards Applicable to All Zoning Districts
    a. Integral Designs
    b. Natural Landscape: "Should" preserve as many of these [natural] trees as possible". Not likely to happen unless mandated. If a builder or developer "cleans up the woods" to make the site more appealing, it is no longer a natural area. An example is the median on Anna Maria Blvd in Patric Square. This was supposed to be a nature area but is now a stand of dying trees that are hazards to the community.
    c. Included in Landscape: List ANSI A300 in correct format, diagram of correct planting in appendix
    d. Screening and Landscaping
    e. Tree Planting Standards: I am not sure what is being addressed in this item and the wording is confusing. "Where appropriate conditions exist, as determined by the Zoning Administrator, replacement trees must be canopy trees." Perhaps: The Zoning Administrator may require the planting of canopy trees as defined in appendix X, where appropriate conditions exist. Sub-item b. Stream banks and wetlands: Smaller caliper trees, seedlings. Species list of trees and shrubs in appendix. Sub-item C: No trees less than 2.5" For trees planted in areas other than the tree lawn, smaller diameters are desirable. Consider rewriting this section.
    f. Landscape Maintenance: Developer maintenance and HOA. Sometime the HOA undoes some of the items the developer was required to do. Think Anna Maria Blvd.
25. Page 114, 4.7.3., Landscaping of Parking and Vehicular Use Areas
    a. Intent
    b. Application
    c. Landscape area: Parking lot tree list in appendix
    d. Landscape effect
    e. Screening, sub-item #3: Define "required height" of screen.
    f. Interior Landscaping
    g. Exemptions
    h. Existing plant materials: We should address standards for natural landscaping left on site.
26. Page 116, 4.7.4., Buffer Screens
    a. Purpose
    b. Buffers Required

c. Type of Screen, sub-item 2. Visual and Acoustic Screen: Not sure we need to mention acoustic in this because noise buffering only occurs in very deep, wooded areas. Not a realistic goal with replanting. It is realistic as stated in sub-item 3, where there is a substantial "greenbelt".
d. Buffer and screen applicability
e. Composition
f. Height of Screen

27. Page 119, 4.7.5., Tree Protection
    a. General
        i. Purpose: Make edits for grammar and omissions
        ii. Applicability: States "...all land disturbing activities that require a permit for existing and new development." Does this actually cover additions to existing homes? This is not clear in remainder of section.
        iii. Exemptions: States "The following "developments" and "activities" are exempt..." It should state" Exemptions are granted for the following "conditions" and/or "uses"... In this section, where conditions, hazards, and/or thinning are considered, saying that an LA or the Zoning Administrator can make the decision, renders the section useless. Not because LAs and ZAs are bad people or not smart, they are just not trained to see tree problems.
            1. A – Diseased, dead, and naturally fallen tree: I don't think "licensed LA" or the "ZA" should be options here either: The project LA is paid to do what the developer asks them to do. Also, very few LAs are trained in arboriculture. The Zoning Administrator should not be made responsible for decisions on potential tree hazards. Change wording on who can make a decision to ".... by an ISA Certified Arborist, ISA Board Certified Master Arborist, or an Arborist holding the ISA TRAQ Qualification..." Add definitions for these to the appendix.
            2. B - Selective removal: Selective removal should also be guided by an arborist. Sometimes keeping the small trees makes more sense than the large trees. Also, the understory can be full of very desirable tree, shrub, and herbaceous species.
            3. C - Trees in easements
            4. D – Agriculture and Forestry: Difficult to police since our forested tracks are likely to come in via annexation. Need help at the county level.

5. **E - Rear or side yard:** Only when a permit is pulled? Last sentence is unclear **"Mitigation or replacement shall not be required for front yard removal, only tree coverage requirements."** I am a smart person, and I don't get what is being said here.
6. **F - Aeronautics**

28. **Page 120, Item 4: Tree Protection** Zone. The order of this item is not correct and should be redone. Item 4 Should be titled "Tree Protection Plan" and say: "Prior to the issuance of permits for a new development or any land disturbing activity, a tree protection plan shall be developed which includes the following:"
    a. **Installation of tree protection barriers for save trees:** This should be further down the list since it is a result of the other processes listed. "A" should be tree inventory.
    b. Also tree protection barriers – combine with others. Chain link fence is the only barrier that has a chance of working = need diagram in the appendix.
    c. Also concerns fence: make a heading of TPZ and list a, b, and c as sub items
    d. Same comments as C
    e. Signage – okay – Put diagram in the appendix
    f. **Restricted activities in the TPZ**
    g. **Modifications:** should be suggested by arborist and approved by ZA
29. **Tree inventory:** Both from a process and importance point of view, this should be first on the list under a heading of "Tree Protection Plan". It is another area where you need an arborist involved. Inventories conducted by surveyors are incomplete, don't address tree conditions, and frequently mis-identify trees. LAs also have a poor track record with inventories for the same reasons. List the tree species that can be removed in the appendix. I would not include all pines as many are suitable for use in the landscape. They are also important from a wildlife perspective. Need to work on section concerning encroachment on neighbor's critical root zones – this is important.
30. **Page 122, C, Tree Removal and Replacement:** Work on the exemptions and who can make them. Exemptions need to include "severity of consequences"
31. **Page 124, D, Tree Coverage Requirements:** I need to work scenarios with formula to see if it makes sense
32. **Pages 151-155, Section 4.11: Parks and Open Space**
33. **Pages 155-156, section 4.12: Environmental Protection** This section is very weak
34. **Page 155, section 4.12.1 Preservation of natural features**
    a. Steam and wetland
    b. Topsoil

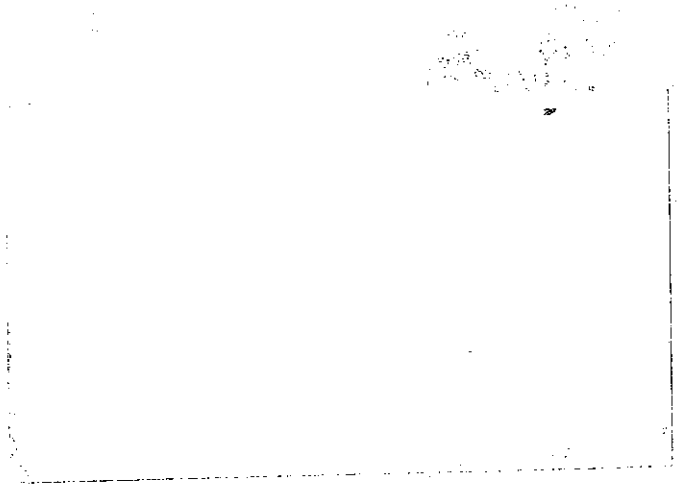
c. Erosion
d. Retention of features

35. Pages 182-185, Section 7.2.3: Environmental Impact Study
36. Page 185-188, section 7.2.4: Sketch Plan Contents list trees
37. Page 188, section 7.2.6 Architectural Sketch Contents list trees
38. Page 188- , section 7.2.7: Preliminary plat contents. Does not mention feature trees, wooded area is last thing on the list
39. Page 239: 9.2, Definitions:
    a. Arborist Add Certified Arborist, TRAQ, Board Certified Master Arborist
    b. Caliper
    c. Canopy Tree
    d. Critical Root Zone
    e. Disturbance
    f. Dripline
    g. Forestry
    h. Invasive species
    i. Land disturbing activities
    j. Native or Naturalized plants (separate these two definitions)
    k. Pruning
    l. Tree
    m. Heritage Tree
    n. Impacted Tree
    o. Saved Tree (replace with "retained")
    p. Understory/ornamental tree (separate – these are two very different things)
    q. Tree Inventory
    r. Tree Protection Plan

New definitions for:

- Limits of disturbance
- TRAQ
- Tree Protection zone
- Basal area
- Live stake fascining
- Structural soils
- Redundant canopy
- Previous pavement

40. I Need to see Appendix 7. Guidelines for Green Infrastructure & Low Impact Development



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