



South Carolina Planning Education Advisory Committee (SCPEAC)

February 17, 2026

NOTICE OF DECISION

Title of Program:

Charleston County Planning Commission Annual Meeting

Organization: Charleston County

The following action has been taken by the SCPEAC on this application:

APPLICATION RECEIVED Date: February 23, 2026

APPLICATION REVIEWED Date: February 23, 2026

ACCEPTED WITHOUT OBJECTION Date: N/A

- a) X ACCREDITED for: 45 minutes (.75 hours) CE credit hours: .75
- b) _____ DENIED ACCREDITATION
- c) _____ RETURNED for more information

If accredited:

- a) Authorized Course No.: 2026-03
- b) Date of accreditation: March 9, 2026

Certification Signature, MASC Administrative Representative: *L.P. Floyd*

Certification Signature, SCPEAC Representative: *Stephanie Monroe Tilson*

**For further information, contact Urica Floyd at 803-354-4754
or the committee at SCPEAC@masc.sc.**



Application for Accreditation of a Continuing Education Program or as a Sponsor Organization

NOTE: This certification form, together with the required information referenced therein, shall be submitted to the South Carolina Planning Education Advisory Committee (SCPEAC). Applications are due no later than at least 30 days prior to the first scheduled presentation of a program or class. Once submitted, as the applicant, if you have not been contacted within 5 business days of a submittal, you should reach out with an email or phone call to scpeac@masc.sc or to 803.354.4754 for application status. Approvals are generally granted within 24 to 48 hours. If no objections are raised by a member of the SCPEAC within 10 business days of receipt, the program shall be considered accepted. If an objection is raised, a teleconference meeting shall be scheduled with appropriate public notice, as soon as reasonably possible, to review the application. The Committee will consider extenuating circumstances where the 30-day deadline cannot be met. The primary applicant or staff member organizing the training must meet the minimal educational requirements of at least an undergrad degree, plus 5 years experience in the planning field.

Reason for Application

Choose one:

Request as a Local Official for Continuing Education Program Approval Request as an Organization for Accreditation of a Continuing Education Training Request as an Organization to be an Approved Sponsor of Continuing Education Programs

Applicant Information

*The primary applicant or staff member submitting the training for approval must meet the minimal educational requirements of at least **an undergrad degree, plus 5 years experience in the planning field**. The submitting applicant certifies the proposed Continuing Education Program meets the educational requirements in Section 6-29-1340 of the South Carolina Code of Laws and that the proposed presenter is qualified to give the presentation.*

Name

Emily
First

Pigott
Last

Municipality/County/Organization

Charleston County

Position

Planner II

Phone

(843) 202-7225

Email

epigott@charlestoncounty.org

If you are a COG Director, indicate which jurisdiction the certification is being requested for:

N/A

Applicant Resume/Vita

Pigott_Resume 2025.pdf

Information About Organization Providing the Training

Organization Name

Charleston County Planning and Zoning

Organization Address

4045 Bridge View Drive

Address Line 1

Address Line 2

North Charleston

City

South Carolina

State

29405

Zip Code

Organization Phone

(843) 202-7200

Organization Website<https://charlestoncounty.gov/>**Name of Training Contact**

Marche' Miller

Title of Training Contact

Planner II

Training Contact's Phone

(843) 202-7248

Training Contact's Email

mlmiller@charlestoncounty.org

Training Program Information

Title of Planned Training or Program

Charleston County Planning Commission Annual Meeting Presentation

Date of Training

3/9/2026

Length of Training Session (i.e. 60 minutes, 90 minutes, 3-hours, etc.)

45 Minutes Presentation

Training Location

4045 Bridge View Drive, North Charleston, SC 29405

Brief description of the Training or Program and its relevant content:

The training will cover compliance with the Freedom of Information Act (FOIA), annual continuing education training requirements, the Ethics Act, the Rules and Procedures of the Planning Commission, Subdivision overview, and recap of cases reviewed by the Planning Commission in 2025.

Method of presentation (in-person; virtual; or other):

In-Person

When will materials be distributed (before or at the time of the program):

At the time of the program

Description of materials to be distributed:

Copies of the presentation slides and evaluation forms.

Method of Advertisement (Describe how you plan to notify local officials of the program):

PC Members will be notified via email and the general public will be notified via an ad in the Post and Courier and notification on the County website.

Additional Comments

Required Attachments

Brochure, if available:

Course Presenter(s) and credentials (include brief resumes and qualifications, combine into one .pdf document):

Carlisle_Miller Brief Resumes.pdf

Copies of all handouts and course materials (combine into one .pdf document). If the course materials is a video/webinar recording include an informational sheet with video summary, links to the host site of the video, etc.:

2025-Combined PC & SubdivisionYear-In-Review Presentation.pdf

Evaluation Form and method of evaluation (each program must be evaluated, combine into one .pdf document):

Evaluation Form 2026.pdf

Certification. By submitting this application, the applicant agrees to:

1. Allow in-person observation, without charge, of the Program by the SCPEAC Committee members. Any food, travel, or lodging costs will be the responsibility of the Committee member.
2. The applicant acknowledges that its approval for this Program may be withdrawn for violations of the regulations or failure to comply with the agreements and representations contained herein and as may be required by the SCPEAC.

EMILY J. PIGOTT

21 Father Grants Court, Charleston, SC 29403

pigottej@gmail.com

215-595-6969

PERSONAL AND PROFESSIONAL INTERESTS

- Civic pride and community engagement
- Sustainability and resilience
- Urban and rural community planning, placemaking, and historic preservation

RELEVANT SKILLS

- Enthusiasm and work ethic- I am described by my peers and supervisors as an incredibly passionate worker that goes above and beyond expectations.
- Writing- I tutored writing for four years as an undergraduate student.
- Grants- I have worked on several federally funded grant projects.
- Connections- I have fostered relationships across the region throughout my eight years working for the County.

WORK EXPERIENCE

PLANNER II WITH THE CHARLESTON COUNTY ZONING AND PLANNING DEPARTMENT

- Consult with citizens about their community's needs and determine what services the County can provide for support
- Present staff reports to the Planning Commission, Historic Preservation Commission, and County Council for rezonings, including Planned Development applications; text amendments to the Comprehensive Plan and Zoning and Land Development Regulations (ZLDR); Certificates of Historic Appropriateness; and designations of historic properties/districts
- Manage the online ZLDR as the system administrator
- Collaborate with other jurisdictions to identify, address, and support community needs
- Research, draft, and present amendments to the ZLDR including, but not limited to, those to support resilience and affordable housing, as well as community preservation

PLANNER I WITH THE CHARLESTON COUNTY ZONING AND PLANNING DEPARTMENT

- Consulted with citizens about their development goals and determine the best rezoning options to achieve said goals
- Designed and drafted presentations for use at Planning Commission, Historic Preservation Commission, and County Council
- Directed the conversation during pre-application meetings to allow for an open and productive dialogue regarding County processes and the desires of the citizens
- Collaborated with coworkers to provide analysis of the Comprehensive Plan and ZLDR
- Presented staff reports to the Historic Preservation Commission
- Conducted extensive research into zoning, permit, and plat history to assist citizens and coworkers
- Provided support in all ways possible to the members of my team and department, while meeting deadlines through strict organization and prioritization of tasks

PLANNING TECHNICIAN I WITH THE CHARLESTON COUNTY ZONING AND PLANNING DEPARTMENT

- Coordinated with citizens, many other Charleston County Departments, and local municipalities to assign street addresses and street names, as well as the placement of street signs

- Provided technical assistance for the Gresham Meggett Oral History Project, funded by a National Park Service Civil Rights Grant
- Processed and researched annexation ordinances, as needed
- Provided staff assistance with various Charleston County commissions and committees including: Planning Commission, Historic Preservation Commission, and the Resilience Element Committee
- Assumed partial responsibility of four other positions in the department during periods of staff turnover, including Administrative Assistant, Planning Technician, and Planner I positions

EDUCATION

TRIDENT TECHNICAL COLLEGE- currently enrolled

Cumulative GPA: 4.0

- Associate degree in Horticultural Technology

COLLEGE OF CHARLESTON HONORS COLLEGE

Cumulative GPA: 3.468

- Bachelor of Arts in Historic Preservation and Community Planning
- Bachelor of Arts in Art History
- Bachelor of Science in Economics

Win Carlisle, AICP
Brief Resume

Win Carlisle is a Planner I for the Charleston County Zoning and Planning Department. Mr. Carlisle has been a professional planner since 2024 and is a member of the American Institute of Certified Planners, the American Planning Association, and the South Carolina Chapter of the American Planning Association.

He holds a Bachelor of Arts degree in Political Science from the University of Mississippi.

He worked in residential real estate development for close to twenty years in Georgia, Florida, and South Carolina, managing a variety of projects from small subdivisions to large mixed-use developments.

He is currently staffing the Planning Commission and previously worked in the permitting side of the department for over a year.

Marche' Miller
Brief Resume

Marche' Miller is a Planner II for the Charleston County Zoning and Planning Department and has professional experience in the field since 2022. She is a member of the American Planning Association and the South Carolina Chapter of the American Planning Association. Ms. Miller has experience working with the Charleston County Planning Commission and Historic Preservation Commission and has assisted in the preparation and administration of comprehensive plans and zoning and land development regulations for Charleston County.



Joel Evans, AICP, PLA
Zoning & Planning Director

843.202.7200
1.800.524.7832
Fax: 843.202.7218
Lonnie Hamilton, III
Public Services Building
4045 Bridge View Drive, Suite A103
North Charleston, SC 29405-7464

Evaluation Form

1. Was the length of the Program sufficient? Yes No

2. Were the materials presented helpful? Yes No
If not, explain:

3. Did you feel the information was presented in a clear manner? Yes No
If not, explain:

4. Were you exposed to new ideas and concerns? Yes No

5. What topic(s) would you be interested in for future programs?

Use this space to make additional comments:

Thank you for your comments –



PLANNING COMMISSION

ANNUAL BUSINESS MEETING & TRAINING

MARCH 10, 2026

MARCHE' MILLER, PLANNER II
WIN CARLISLE, AICP, PLANNER I

ANNUAL MEETING AGENDA

- LUNCH
- CALL TO ORDER & INTRODUCTIONS
- REVIEW OF PC RULES AND PROCEDURES
- 2025 PC YEAR-IN-REVIEW
- 2025 SUBDIVISION APPLICATIONS
- CONTINUING EDUCATION TRAINING

COMPLIANCE WITH THE FREEDOM OF INFORMATION ACT

In compliance with the Freedom of Information Act (FOIA), notice of meetings and agendas were posted and furnished to all news media and persons requesting notification.

PLANNING COMMISSION MEMBERS

- CINDY FLOYD, CHAIR
- PETE PAULATOS, VICE CHAIR
- SUSAN COX
- LOGAN DAVIS
- WARWICK JONES
- DAVID KENT
- GARRY LESESNE
- ADAM MACCONNELL
- LUKE MORRIS

PLANNING COMMISSION STAFF

STAFF:

- ANDREA MELOCIK-WHITE, AICP, INTERIM DIRECTOR
- NIKI GRIMBALL, AICP, INTERIM DEPUTY DIRECTOR
- MARCHE' MILLER, PLANNER II
- WIN CARLISLE, AICP, PLANNER I
- STEPHANIE ONDO, PLANNING TECH II

ATTORNEY FOR THE PLANNING COMMISSION:

- MARC BELLE, ASSISTANT COUNTY ATTORNEY

CONTINUING EDUCATION TRAINING

In 2003, state law was amended to require mandatory orientation and continuing education training for Commission members and employees.

EDUCATIONAL REQUIREMENTS ARE MANDATORY BY STATE LAW

- A minimum of 6 hours of orientation training in the first year of service.
- A minimum of 3 hours of annual training after the first year of service.
- Exemptions: AICP; Masters/Doctorate degree in Planning from an accredited college/university; or Licensed to practice law in SC

FREEDOM OF INFORMATION ACT (FOIA)

The Planning process is covered by the S.C. Freedom of Information Act:

- Comply with notice requirements:
 - Give adequate meeting notice to the public for regular meetings, workshops, and subcommittees
- Limited Availability of Executive Sessions - receipt of legal advice
- Timely responses to requests for information
- Posting of Agendas



- Commissioners are covered as “public officials” under the provisions of the 1991 Ethics Act (S.C. Code Title 8, Chapter 13)
- The State Ethics Commission investigates and prosecutes claims of Act violations.

RULES AND PROCEDURES: MEMBERSHIP

- The Planning Commission shall consist of nine (9) members appointed by County Council.
- Charleston County Council appoints members to the Planning Commission based on:
 - Specific expertise, community knowledge, and concern for the future welfare of the community and its citizens.
 - Members shall represent a broad scope of community interests, concerns, and professions.
 - Each member must be a resident of Charleston County.
- A quorum shall consist of five or more members.
- Should a vacancy occur, the Director of Zoning and Planning will give immediate notice to the Clerk of County Council.

RULES AND PROCEDURES: OFFICERS

- **Chairperson** - Elected each March, one-year term, may be re-elected, and is a voting member of the Planning Commission.
- **Vice-Chairperson** - Elected each March, one-year term, may be re-elected, and is a voting member of the Planning Commission.
- In the event that neither the Chairperson or the Vice Chairperson are reappointed, the Planning Director shall open the first meeting of the new Commission and call for nominations for the Chairperson and Vice Chairperson.
- Members will select by majority vote of the membership one of its members as Chairperson and then one of its members as Vice Chair for the new year.
- The newly elected Chairperson and Vice Chairperson shall begin their terms upon completion of the meeting in which they are elected.
- If a vacancy occurs among the officers, an election shall be held at the next regularly scheduled meeting.

RULES & PROCEDURES

COMMISSION MEMBER ATTENDANCE

- It is important that members be present and on time for meetings.
- If a member is unable to attend or is planning to be tardy for a meeting of the Commission, the member shall notify Planning Staff in advance and Staff will notify the Chairperson.
- Commission Members are allowed three (3) consecutive absences during a term year (March 1st through February 28th). If a member exceeds three (3) absences during a term-year, the Chairperson will provide written notice of such to the appointing Councilmember who will determine if the member should be removed from the Commission.
- If a member of the Commission should leave during a meeting, such actions shall count as an absence with the following exceptions: unforeseen family emergency, an unforeseen health issue, or member's recusal from a case.

Thank You!

ANY

QUESTIONS?



PLANNING COMMISSION
2025
YEAR IN REVIEW

March 10, 2026



12

**PC MEETINGS
HELD**

3

**PD CONCEPTUAL
WORKSHOPS**

APPLICATIONS REVIEWED

55 ZLDR TEXT AMENDMENTS

9 ZONING MAP AMENDMENT APPLICATIONS

6 SUBDIVISION PLAT APPLICATIONS

2 PLANNED DEVELOPMENT APPLICATIONS

2 COMPREHENSIVE PLAN TEXT AMENDMENTS

1 DEVELOPMENT AGREEMENT APPLICATION

1 SUBDIVISION APPEAL

58

REZONING/PD

PRE-APPLICATION MEETINGS

ZLDR TEXT AMENDMENTS

Total of **55** ZLDR Text Amendments Reviewed
in groups of 3 Rounds

Round 1 - ZLDR Amendments Included:

- Grand Tree Mitigation Fees
- Prohibit Variance for Violation Mitigation Fees
- Approval of Road and Drainage Plans Before Preliminary Plat Approval
- As-built Surveys and Stormwater Maintenance Covenants Required Before Final Plat Approval
- Allow Administrative approval of Grand Tree Encroachment up to 35% with an Approved Arborist Plan

Planning Commission Recommendation: Approval (Vote: 6-0).

County Council's Final Decision: Approval (Vote: 9-0).

ZLDR TEXT AMENDMENTS CONT.

Round 2 - ZLDR Amendments Included:

- Administrative relief from setback requirements on narrow rights-of-way, narrow ingress/egress easements, and Double-Frontage Lots.
- Accessory Dwelling Units
 - Allowing placement in front of Principal Structures;
 - Permitting ADUs on commercial and industrial properties that are residentially used;
- Adding Agritourism as an Agricultural Accessory Use;
- Increasing the threshold for loss of nonconforming status due to damage or destruction from 12 to 36 months.

Planning Commission Recommendation: Approval (Vote: 9-0).

County Council's Final Decision: Approval (Vote: 9-0).

ZLDR TEXT AMENDMENTS CONT.

Round 3 - ZLDR Amendment:

- Add a violation provision for Short-Term Rental Properties that operate without a zoning permit.

Planning Commission Recommendation: Approval (Vote: 9-0).

Status: Currently under County Council Consideration

ZLDR TEXT AMENDMENTS CONT.

INFRASTRUCTURE CRITERIA

On September 16, 2025, County Council directed staff to explore amending the ZLDR to address infrastructure in the approval criteria for rezoning and related applications that request higher density/intensity than allowed in the existing zoning district.

Status: The Planning Commission voted to establish a subcommittee to address infrastructure criteria. The Subcommittee held their first meeting on January 26, 2026.

ZLDR TEXT AMENDMENTS CONT.

ZLDR-01-25-00133: Amend Table 5.12.5, Parkers Ferry Community Overlay Zoning District Use Table, to add Vehicle Storage as an allowed use for the Business/Service Node and Commercial Properties in accordance with Special Exception Procedures.

- **Planning Commission Recommendation:** Approval with conditions (Vote: 8-1).
- **County Council's Final Decision:** Approval with conditions (Vote: 8-0).

**COMP PLAN
TEXT
AMENDMENT &
ZLDR TEXT
AMENDMENT
APPLICATIONS**

ACP-06-25-00125 & ZLDR-06-25-00134

Request to amend Map 3.1.7A, Johns Island Maybank Highway Corridor Overlay Zoning District, and Map 3.1.7.B, Johns Island Maybank Highway Corridor Overlay Zoning District Infrastructure and Connectivity Map, of the Comprehensive Plan and Map 5.3, Johns Island Maybank Highway Corridor Overlay Zoning District, and Map 5.3.A, Johns Island Maybank Highway Corridor Overlay Zoning District Infrastructure and Connectivity Map, of the ZLDR to change the zoning designation of TMS 313-00-00-179 from the Limited Commercial designation to the Mixed-Use designation.

- **Planning Commission Recommendation:** Disapproval (Vote: 6-2).
- **County Council's Final Decision:** Disapproval (Vote: 9-0).

TEN MILE COMMUNITY OVERLAY ZONING DISTRICT

Request Amendments to the Comprehensive Plan and the ZLDR

Request to rezone the Ten Mile Community , which included parcels zoned Low Density Residential (R-4); Special Management (S-3); Community Commercial (CC); and Rural Commercial (RR), to the Ten Mile Community Overlay Zoning District (10M-0).

- **Planning Commission Recommendation:** Approval (Vote: 6-3).
- **County Council's Final Decision:** Approval with conditions (Vote: 9-0).

ZONING MAP AMENDMENT APPLICATIONS

ZREZ-03-25-00160: A request to rezone TMS # 352-13-00-069, 1488 Orange Grove Road, from the Low-Density Residential (R-4) Zoning District to the Urban Residential (UR) Zoning District.

PC Recommendation: Approval (Vote: 8-0).

County Council Decision: Disapproval (Vote: 5-4)

ZREZ-06-25-00163: A request to rezone TMS #s 310-06-00-018 and -132 from the Neighborhood Commercial (NC) Zoning District to the Community Commercial (CC) Zoning District.

PC Recommendation: Disapproval (Vote: 8-0).

Status: Application withdrawn by applicant.

ZREZ-06-25-00162: A request to rezone TMS # 577-00-00-044 and -239, 1 from the Special Management (S-3) Zoning District to the Rural Commercial (RC) Zoning District.

PC Vote: Deferral (Vote: 8-0).

ZREZ-07-25-00164: A request to rezone TMS # 179-00-00-113, from the Agricultural Preservation (AG-10) Zoning District to the Agricultural Residential (AGR) Zoning District.

PC Recommendation: Disapproval, 6-2.

County Council Decision: Disapproval, 8-0.

ZONING MAP AMENDMENT APPLICATIONS CONT.

ZREZ-07-25-00165: A request to rezone TMS # 259-00-00-123, 4301 River Road, from the Agricultural Residential (AGR) Zoning District to the Rural Agricultural (AG-8) Zoning District.

PC Recommendation: Approval, 8-0.

County Council Decision: Approval, 9-0.

ZREZ-07-25-00166: A request to rezone TMS # 390-00-00-438 from the Industrial (IN) Zoning District to the Community Commercial (CC) Zoning District.

PC Recommendation: Approval, 9-0.

County Council Decision: Approval, 9-0.

ZREZ-09-25-00167: A request to rezone TMS # 213-00-00-090 from the Agricultural Residential (AGR) Zoning District to the Rural Agricultural (AG-8) Zoning District.

PC Recommendation: Approval, 9-0.

County Council Decision: Approval, 9-0.

ZREZ-09-25-00168 & ZREZ-09-25-00170: A request to rezone TMS #s 286-00-00-023 and 286-00-00-037 from the Low Density Residential (R-4) Zoning District to the Urban Residential (UR) Zoning District.

PC Recommendation: Disapproval, 5-4.

County Council Decision: Disapproval, 9-0.

PLANNED DEVELOPMENT APPLICATIONS REVIEWED BY THE PC

ORANGE HILL DA & PD

Request to rezone parcels, TMS # 215-00-00-030, 215-00-00-163, and 256-00-00-120, from the PD-83A and AG-8 Zoning Districts to the Orange Hill Planned Development (PD-191) Zoning District in conjunction with Development Agreement request.

PC RECOMMENDATION:

Approval, 9-0.

STATUS:

Approval, 9-0.

STORYBOOK FARMS PD

Request to rezone TMS # 286-00-00-023 and 286-00-00-037, from the Low Density Residential (R-4) to the Storybook Farm Planned Development (PD-192) Zoning District to allow for a maximum of 147 multi-family units, a minimum of seven of which are to be workforce dwelling units, and community gathering space.

PC RECOMMENDATION:

Disapproval, 7-0.

STATUS:

Application withdrawn by applicant.

2025 PD DRAFT REVIEWS - STAFF LEVEL

FORMAL PD APPLICATIONS SUBMITTED

- Storybook Farms PD*
- Orange Hill DA & PD*

FORMAL PD APPLICATION NOT YET SUBMITTED

- Dollar General PD*
- 1095 Main Road PD*
- The Brothers Residential PD
- The Enchanted Oaks PD
- The Brown Tract PD
- Three River Respite PD
Amendment

**Additional Reviews Completed prior to 2025*



**THANK YOU
FOR YOUR HARD WORK IN 2025 &
WE ARE LOOKING FORWARD TO A
GREAT 2026!**

Charleston County Zoning and Planning

Subdivision Overview

By – Tamara Avery, AICP, Planner III



Charleston County Subdivision Staff

Tamara Avery – Planner III

Chris Cone – Planner I

Brian Stewart –
Planning Technician

Charleston County reviews for the following jurisdictions -

Unincorporated
Charleston
County

Town of
Ravenel

Town of James
Island (4+ lots)

Town of
Rockville

Types of Subdivision Plats

Exempt

Minor Subdivision (4 lots or less)

Major Subdivision Preliminary

Major Subdivision Conditional*

Major Subdivision Final

Exempt Plat

Boundary Survey

Property Line Adjustment

Easement Establishment

Re-Establish Property Line

Minor Subdivisions

Minor subdivisions are 4 lots or less

The access to the lots can be an ingress/egress easement.

Minor subdivisions go straight to final plat

Minor Subdivision Review Criteria



Verify zoning of parcel and density



Verify proposed lots meet the minimum lot requirements per zoning district



Grand Trees in relation to access and buildable area



Parcels have legal access



Parcels have water/sewer availability

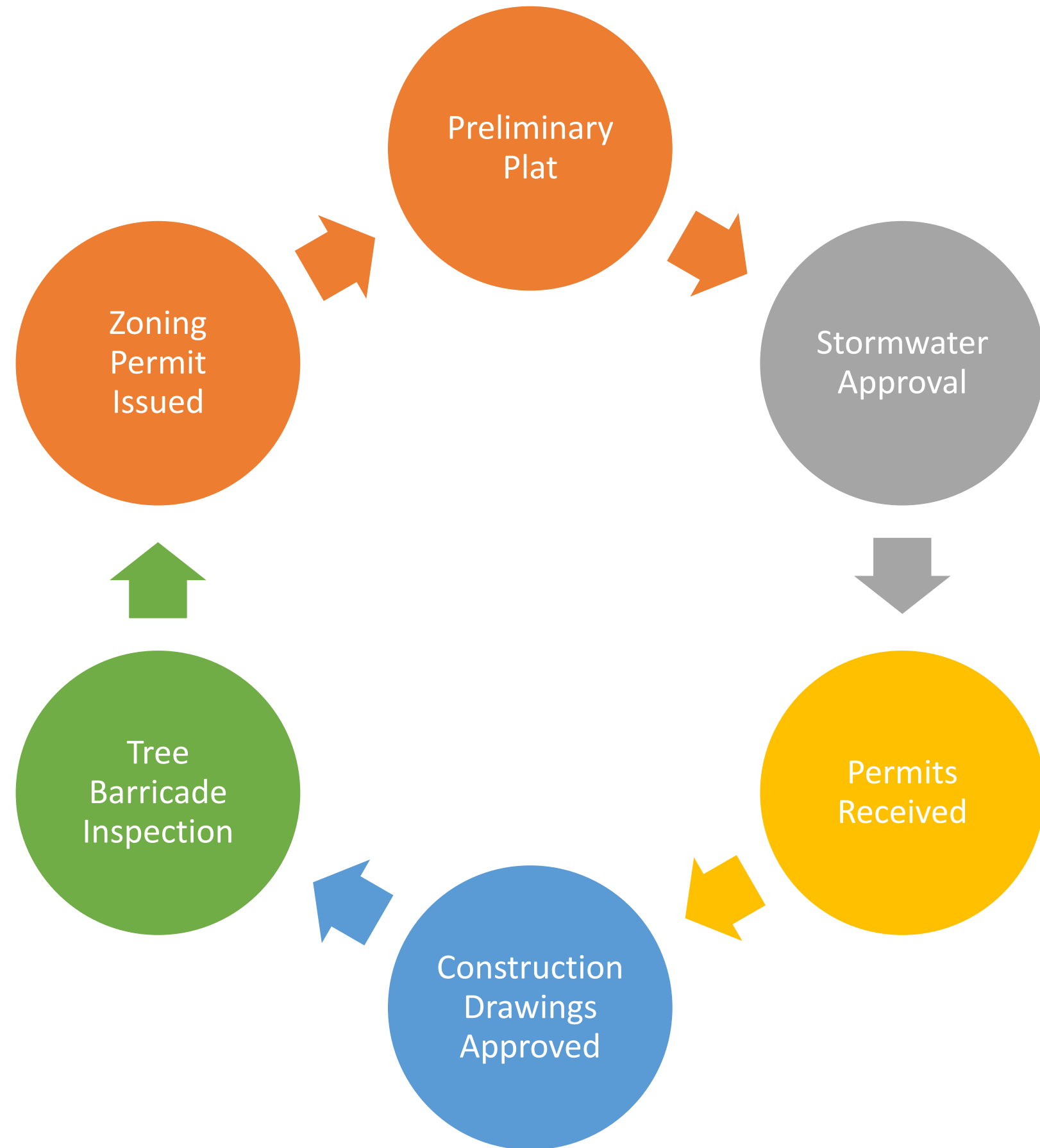
Major Subdivisions

Major Subdivisions are 5 lots or more

The access must meet Secondary County Road Standards

Major Subdivisions start as Preliminary Plats and then transfer to Final Plats

Major Subdivision Review Process

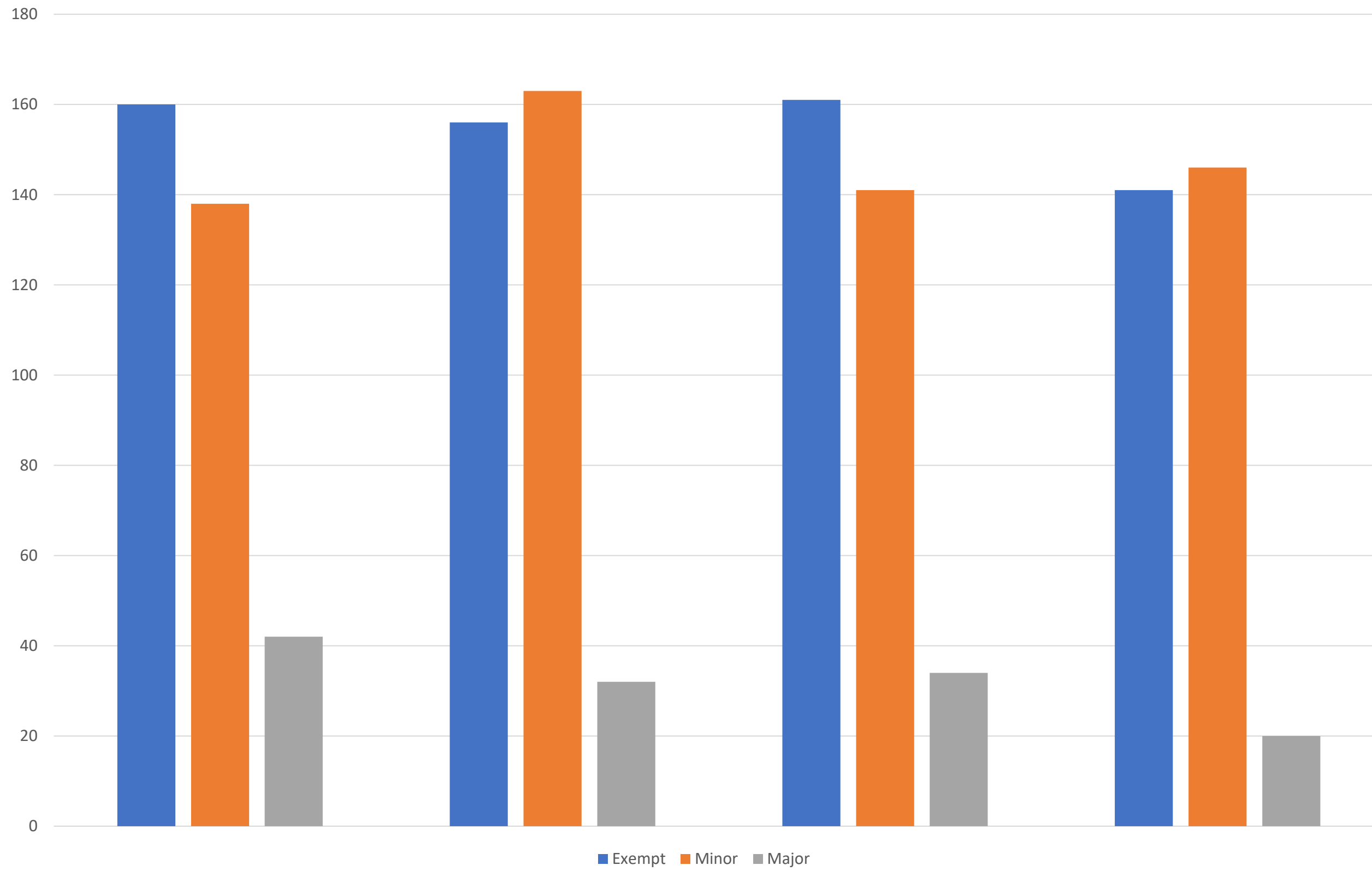


Subdivision Plat Submittals



—●— Subdivision Plat Submittals

Type of Plat submittals



CY 2025 Recap

- **307 Applications submitted**
- **96 Pre-Application meetings with the public**
- **168 Plats recorded at the Register of Deeds**
- **773 New lots created in Charleston County**