



The Lowcountry's Hometown

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STAFF REPORT

TO: Board of Zoning Appeals

FROM: Justin Westbrook, Community Development Director

SUBJECT: Special Exception (SE-26-05) – Town of Moncks Corner – 432 E Main Street

DATE: August 4, 2026

Background: The applicant, Jeff Lord on behalf of the Town of Moncks Corner, has applied for a **Special Exception** (SE-26-05) to establish a “government facilities” use for two (2) parcels (TMS # 142-08-02-044 & -046) located in the **General Commercial (C-2)** district, addressed as 432 E Main Street. The Town’s current Zoning Ordinance requires “government facilities” uses to only be permitted in the **General Commercial (C-2)** district via the Board of Zoning Appeals granting a **Special Exception**.

Existing Zoning: The subject parcel is currently in the **C-2 – General Commercial** zoning district. Per the Town’s Zoning Ordinance, the General Commercial zoning district is intended to:

“...accommodate a variety of general commercial and nonresidential uses characterized primarily by retail, office, and service establishments and oriented primarily to major traffic arteries or extensive areas of predominately commercial usage and characteristics. Certain related structures and uses are permitted outright or are permissible as special exceptions subject to the restrictions and requirements intended to best fulfill the intent of this ordinance.”

Adjacent Zoning		Adjacent Land Use
North	M-1	Government Facilities, Public parks, playgrounds
South	C-2	Automotive Services
		Personal Service Shops
East	C-2	Pharmacy
West	C-2	Church

Existing Site Conditions: The subject parcel comprises approximately 1.12 acres which is currently vacant. The parcel is currently accessible by E Main Street, with approximately 281-feet of frontage, and also accessible along Delta Pharmacy Way and Miracle Park Drive, both Town-owned private streets.

Proposed Request: The applicant has applied for a **Special Exception** seeking approval from the Board of Zoning Appeals to establish a “government facilities” use on the subject-parcel. The Town has outgrown the facilities addressed as 118 Carolina Avenue due to rapid population growth and the need to provide essential municipal services to our expanding number of residents. While the current Town Hall will remain and continue to be occupied by the Police Department and serve as the Town Court, along with its support staff, other departments in need of growth beyond the existing building are planned to relocate to a proposed 14,500 square foot, 1-story facility, located on existing Town-owned property adjacent to the Town’s Recreation Complex. Still located downtown, close to our local businesses and centrally located, this new facility would allow for in-fill development adjacent to the Town’s recreation and Public Services facilities, while still establishing a more accessible presence on Main Street. The new facility was designed with accessibility to the public, serving as a centrally located hub for Town services, while also blending into the immediate area of our central business district and established recreational buildings. The plan allows for ample parking for the new facility for both Town employees and guests, as well as a building pad for a future building, to allow for the Town to expand our services and outreach when the time comes. The campus also blends access from Main Street to the new Town Hall, with rear access to Miracle Park Drive, serving as a “front door” for our residents for either Town-business and Town-recreation. The new Town Hall is expected to have a new Town Council Chambers for all future Council, Planning Commission and Board of Zoning Appeals meetings, separate from the Town Court, which will remain at the existing facility on Carolina Avenue. This new facility will allow the Town and its departments to expand in an attempt to better serve the residents in both customer service and efficiency.

Transportation: Any proposed site changes will be analyzed by Staff at the appropriate time of permitting.

Environmental: Per the National Wetlands Inventory, the parcel does not appear to be subject to wetlands or any additional environmental concerns.

Consistency with Plans: As part of the new 2024 Comprehensive Plan, the Future Land Use Map identifies the subject parcel as “Neighborhood Mixed-Use”, which is described as,

“Intended to provide small-scale neighborhood level services to the adjacent neighborhoods. Commercial-residential mixed uses are encouraged. Typically located along heavily traveled roadways, may act as a transition between higher intensity commercial corridors and residential neighborhoods. This area should have a strong focus around form-based zoning and high-quality design elements.”

The parcel is also within the “Mixed Use Overlay”, which is described as,

“A 250 ft mixed-use buffer (500 ft in total width) along select roadways is intended to allow for a mixture of higher density residential and low intensity service-based commercial land uses. This overlay provides flexibility for the Town to expand economic opportunities beyond the traditional downtown or strip mall type commercial corridors. Common commercial uses could include professional or medical offices, salons, corner stores, and other uses that provide daily services to local residents. Prime examples of a Neighborhood Mixed Use Corridor are along Broughton Rd and Carolina Ave. Corridors, like these, have formed naturally by the pressures and demands of a growing economy. This Overlay also encourages

higher density residential units such as du-tri- or quadruplexes, townhomes, condos and multi-family apartments to be located on or adjacent to these commercial businesses.”

Procedural Issues: As part of any **Special Exception**, the Board of Zoning Appeals shall hold a Public Hearing and may impose additional terms and conditions. Prior to granting the **Special Exception**, the Board of Zoning Appeals must determine the following standards were clearly demonstrated.

1. The proposed use is consistent with the purpose and intent of the Town’s Comprehensive Plan as well as the character and intent of the underlying zoning district;
2. The proposed use is compatible with existing uses in the vicinity and will not adversely affect the general welfare or character of the immediate community;
3. Adequate provision is made for such items as setbacks, buffering (including fences and/or landscaping) to protect adjacent properties from the possible adverse influence of the proposed use, such as noise, vibration, dust, glare, odor, traffic congestion, and similar factors;
4. Where applicable, the proposed use will be developed in a way that will preserve and incorporate and important natural features;
5. The proposed use shall not destroy, create a loss, or cause damage to natural, scenic, or historic features of significant importance;
6. Vehicular traffic and pedestrian movement on adjacent roads shall not be hindered or endangered;
7. The proposed use complies with all applicable regulations and development standards of the Town.

Staff Analysis:

1. The proposed use is consistent with the purpose and intent of the Town’s Comprehensive Plan as well as the character and intent of the underlying zoning district.

*Staff believes that the proposed use **is consistent** with the purpose and intent of both the Neighborhood Mix-Use land use designation and Mixed-Use Overlay of the 2024 Comprehensive Plan. The new Town Hall will serve as a neighborhood service hub, as the Town Hall will enhance civic accessibility with the location on Main Street, economic benefits to our local businesses with increased foot and vehicle traffic as residents will have a more approachable government experience, as well as setting a development standard using high quality materials and thoughtful design to blend our unique downtown feel and pay homage to the Town’s past.*

2. The proposed use is compatible with existing uses in the vicinity and will not adversely affect the general welfare or character of the immediate community.

*Staff believes the proposed use **is compatible** with all existing uses in the vicinity of the subject-parcel. While a governmental building is not strictly a retail and shopping use, nor a recreational feature, the Town Hall will serve as a link between these two separate uses by enhancing the feel and accessibility to both; a Town Hall is traditionally in a town’s picturesque Main Street, while a prominent town facility such as a Town Hall is synonymous with town provided services, such as Public Services and*

Recreational facilities. The new facility and grounds will serve only as an enhancement to the current built environment, and bring together two separate uses by serving as the link to both, increasing the walkability of the Main Street corridor and being in close proximity with the Town's renowned and most public-facing service in recreation.

3. Adequate provision is made for such items as setbacks, buffering (including fences and/or landscaping) to protect adjacent properties from the possible adverse influence of the proposed use, such as noise, vibration, dust, glare, odor, traffic congestion, and similar factors;

*Staff believe the proposed use-type **has adequate provisions** for adverse influence. With the influence of a traditional downtown district with buildings near the Main Street, the new Town Hall will look to mimic this walkable built environment, while also allowing for rear and side buffering to blend the new facility into the fabric that is the Town's Regional Recreational Complex, seamlessly spanning a iconic downtown streetscape with manicured recreational and sports activities, to bring two proud Town features together with this in-fill centerpiece.*

4. Where applicable, the proposed use will be developed in a way that will preserve and incorporate important natural features;

*Staff believes that the submitted Concept Plan will **generally preserve and incorporate important natural features**. The existing property is vacant, however limited vegetation will only be enhance by the required **Site Plan** and subsequent required buffers and vegetation.*

5. The proposed use shall not destroy, create a loss, or cause damage to natural, scenic, or historic features of significant importance;

*Staff believes that the proposed use **will not destroy**, create a loss or cause damage to natural, scenic, or historic features of significant importance, namely the streetscape of the Main Street corridor.*

6. Vehicular traffic and pedestrian movement on adjacent roads shall not be hindered or endangered.

*Staff believe the proposed use **will not hinder** vehicular traffic or pedestrian movement on adjacent roads. By adding in additional ingress and egress to the Regional Recreational Complex, this new facility will actually enhance the traffic movement. By serving as the central hub for Town activities, merged with the athletic complex, the pedestrian movement will actually increase, bridging a gap between local small retail and regional recreational activities.*

7. The proposed use complies with all applicable regulations and development standards of the Town.

*Staff will ensure the **required Site Plan** permit complies with all applicable regulations and development standards.*

Staff Recommendation: Staff supports this request based on the adjacent uses types that is Downtown and the Regional Recreational Complex, while enhancing the Town’s ability to serve our growing residential population and serve as the proverbial heart of the community.

Attachments: *Location Map*
 Application (20260730)
 Concept Plan