Planning Commission Agenda

The Town of Lyman Planning Commission will meet on November 24, 2026, at 6:00 p.m. at Town Hall located at 81 Groce Road on the following:

I. Call to Order (opening remarks)

II. FOIA and Roll Call by Planning & Zoning Administrator, Establishment of a Quorum

III. Minutes of the Planning Commission
September 22, 2026, Planning Commission Meeting Minutes Review

IV. Public Hearing

a. RZ 2026-01, a request to rezone 402 Inman Rd (5-15-03-033.00) from R-15 to NBD

V. New Business

a. Consider RZ 2026-01, a request to rezone 402 Inman Rd (5-15-03-033.00) from R-15 to NBD

b. Planning Commission Notebooks

   a. Zoning Ordinance

   b. Land Development Regulation

   c. 2019 Comprehensive Plan

c. Variance Review

VI. Other Business

VII. Adjourn

Documents related to the requests are available for public inspection in the Planning and Zoning Office located at 81 Groce Rd.

September 22, 2026

1. Call to Order

The regular meeting of the Town of Lyman Planning Commission was called to order at 6:00 p.m. by Planning & Zoning Administrator Patrick Kay. Mr. Kay presided over the meeting because a Chair and Vice Chair had not yet been elected.

2. Freedom of Information Act Statement and Roll Call

Staff read the Freedom of Information Act (FOIA) statement, noting that, in accordance with South Carolina Code Title 30, Chapter 4, written notice of the regularly scheduled meeting and agenda had been publicly posted, published, and provided to local newspapers at least 24 hours prior to the meeting.

Staff also noted that, pursuant to S.C. Code §30-4-80, items may not be added to the agenda during a regularly called meeting without the required public notice except in an emergency.

Roll call was conducted with the following members present:

- Ms. Kay Humphries
- Ms. Jauntavia Padgett
- Ms. Caroline Rogers
- Mr. Carter Smith

Mr. Freier was absent.

A quorum was established with four members present.

Commission members and Mr. Kay briefly introduced themselves. Mr. Smith was welcomed as a new member of the Commission, and Mr. Kay introduced himself as the Town's new Planning & Zoning Administrator.

3. Approval of Minutes

The Commission reviewed the minutes from the June 23, 2026 Planning Commission meeting.

A motion was made and seconded to approve the minutes as presented.

Vote: Unanimous approval (4-0)

4. New Business

a. Election of Chair and Vice Chair

Election of Chair

Ms. Jauntavia Padgett was nominated by Ms. Humphries to serve as Chair of the Planning Commission. The nomination was seconded by Mr. Smith. No additional nominations were made.

Vote: Unanimous approval (4-0)

Ms. Padgett was elected Chair of the Planning Commission. At her request, Mr. Kay continued facilitating the remainder of the meeting, with Ms. Padgett to assume the Chair's meeting responsibilities beginning with the next meeting.

Election of Vice Chair

Ms. Caroline Rogers expressed an interest in serving as Vice Chair and was nominated for the position by Ms. Padgett. The nomination was seconded by Mr. Smith. No additional nominations were made.

Vote: Unanimous approval (4-0)

Ms. Rogers was elected Vice Chair of the Planning Commission.

b. Annexation Zoning Recommendation – Portion of Tax Parcel No. 5-10-00-017.03

The Commission considered a zoning designation for a 25-foot-wide, approximately 1,424-foot-long portion of Spartanburg County Tax Parcel No. 5-10-00-017.03, which was the subject of a pending annexation request.

Staff explained that Town Council had approved first reading of the annexation and that a public hearing and second reading would occur subsequently. Prior to final action, the Planning Commission was being asked to provide a recommendation regarding the zoning designation for the property.

The property owner requested R-15 (Residential Single-Family Low Density) zoning.

Staff explained that the proposed annexation consists of a narrow strip generally following the location of an existing Town sewer line and is intended to provide contiguity between properties. Due to the approximately 25-foot width of the strip, staff noted that the property is not practically developable as an independent building site.

Commission members reviewed the aerial map and discussed the location of the strip, the existing sewer line, the affected parcel, and the relationship of the proposed annexation to surrounding properties.

Staff recommended that the property be designated R-15 upon annexation.

Action

A motion was made to accept the staff recommendation and recommend to Town Council that the subject property be designated R-15 Residential Single-Family Low Density upon annexation.

The motion was seconded.

Vote: Unanimous approval (4-0)

The Planning Commission recommended R-15 zoning to Town Council.

5. Other Business

a. Planning Commission Orientation and Zoning Ordinance Review

Mr. Kay discussed the role of the Planning Commission and encouraged members to become familiar with the Town's Zoning Ordinance, Land Development Regulations (LDR), zoning map, and Comprehensive Plan.

Staff proposed periodically reviewing sections of the Zoning Ordinance and LDR with the Commission to improve members' familiarity with the regulations and identify provisions that may warrant amendment or clarification. Mr. Kay stated that he would prepare recommendations for potential ordinance changes for Commission review as appropriate. The Commission would then determine whether to recommend proposed amendments to Town Council.

Staff also discussed the importance of using current versions of Town ordinances because adopted amendments may not immediately appear in printed copies during the codification process. Mr. Kay offered to provide Commission members with printed copies of the current Zoning Ordinance and Land Development Regulations and information regarding the Town's zoning map.

b. Comprehensive Plan

The Commission discussed the Town's Comprehensive Plan and the possibility of additional review and updates.

Mr. Kay discussed the importance of broad community participation in comprehensive planning and explained the relationship between the Comprehensive Plan, Future Land Use Map, existing zoning, and decisions concerning future development and rezoning requests.

Commission members noted that the Comprehensive Plan had previously been discussed and reviewed, including prior workshops, but expressed interest in continuing that work.

The Commission discussed potentially working with the Appalachian Council of Governments (ACOG) to assist with future Comprehensive Plan review and updates.

c. Planning Commission Training

Staff reminded members of the training and continuing-education requirements applicable to Planning Commission members.

Mr. Kay advised that training opportunities are available through ACOG, including online and in-person options. Members were encouraged to attend in-person training when possible to provide opportunities to interact with planning and zoning officials from other jurisdictions.

Mr. Smith requested assistance in determining and scheduling the required initial training. Staff indicated that training records and available courses would be reviewed and assistance would be provided.

d. Future Planning and Development

The Commission discussed the value of proactively reviewing the Town's development regulations and zoning map in light of anticipated growth.

Staff suggested evaluating how existing zoning and development regulations would apply to potential development scenarios in different areas of Town, including areas along U.S. Highway 29, to identify potential inconsistencies or regulatory changes that may be appropriate before development applications are received.

Staff also informed the Commission that the Town was considering a new Downtown Master Plan and noted previous planning work involving the mill area. These planning efforts may provide additional opportunities for the Commission to consider the Town's future growth and development.

6. Adjournment

With no additional business or comments, a motion was made by Ms. Humphries and seconded by Ms. Padgett to adjourn the meeting.

Vote: Unanimous approval.

The meeting adjourned at 6:29 p.m.

Notice of Public Hearing

The Town of Lyman Planning Commission will hold a Public Hearing at 6:00 PM on Tuesday, November 24, 2026, at Lyman Town Hall located at 81 Groce Road on the following:

A. Docket Number: RZ 2026-01
   Applicant: Jamie Lister
   Property Owner: Jamie Lister
   Address: 402 Inman Rd
   Parcel ID Number: 5-15-03-033.00
   Existing Zoning: R-15 (Single Family Low Density Residential District)
   Request: Rezone to NBD (Neighborhood Business District)

Documents relating to the requests are available for public inspection in the Planning and Zoning Office at Lyman Town Hall.

REZONING APPLICATION

I certify that all the information on this application and any documentation attached are correct to the best of my knowledge.

Applicant: Jamie Lister

Email Address: jamielister35@gmail.com Phone Number: 864-504-2201

Property Owner: Jamie Lister

Email Address: jamielister35@gmail.com Phone Number: 864-504-2201

[ ] Rezoning

1. Property address: 402 Inman Rd, Lyman Tax Map Number: 5-15-03-033.00
2. Current Use of Property: Residential Acreage of Property: .7
3. Current Zoning of Property: R-15 Proposed Zoning: NBD
4. Reason for Rezoning Property: Turn the house into a salon while still keeping the exterior house look per the 2019 comprehensive plan for 292, front facing homes to allow zoning for NBD.
5. Surrounding Property Zonings
   a. North: R-15
   b. East: R-15
   c. South: R-15
   d. West: County

Pursuant to the South Carolina Local Government Comprehensive Planning Enabling Act (Section 6-29-1145 of the South Carolina Code of Laws), is this tract or parcel restricted by any recorded covenant, restriction, easement, etc., that is contrary to, conflicts with or prohibits the (proposed) permitted activity?

____ *Yes* ✓ *No*

- By signing below, you are stating that you have Read the Town of Lyman Zoning Ordinance requirements for the district you are requesting and have addressed these in the proposed development plans.
- All supporting documents, plans, proof of ownership deeds, and fees need to be submitted with this application in order to be considered a complete application.

Signature: Jamie Lister Date: 10/21/2026

---------- *For Official Use Only* ----------

[ ] APPROVED [ ] DENIED

Zoning Administrator: _____ Date: _____

Current Zoning District: _____ Fee Paid: _____

Setbacks: Front _____ Left _____ Right _____ Rear _____

Comments/Conditions: _____

STATE OF SOUTH CAROLINA	)	IN THE PROBATE COURT
	)	
COUNTY OF: SPARTANBURG	)	**DEED OF DISTRIBUTION**
	)	**(Real Property Only)**
IN THE MATTER OF:	)	**NOT A WARRANTY DEED**
RICHARD W. LISTER	)	
(Decedent)	)	CASE NUMBER: 2024ES4200938

County where property is located if not above County: _____

The undersigned states as follows:

Decedent died on February 12, 2024 ; and probate of the estate is being administered in the Probate Court for Spartanburg County, South Carolina in File # 2024ES4200938.

I/We was/were appointed Personal Representative(s) on December 16, 2024. Decedent owned real property described as follows:

Tax Map Number: 5-15-03-033.00 5-11-15-023.00

Street Address: 402 Inman Rd Lyman SC 29365, 500 mountainview Cir. Lyman 29365

Legal Description: see page 3

DEE-2026-12768

DEE BK 156-W PG 833-835

EXEMPT

Recorded 3 Pages on 03/24/2026 03:25:25 PM
Recording Fee: $15.00
Office of REGISTER OF DEEDS, SPARTANBURG, S.C.
Ashley B. Williams, Register Of Deeds

This transfer is made pursuant to:

(x) Decedent's Will
( ) Intestacy Statute: SCPC 62-2-103
( ) Private Family Agreement: SCPC 62-3-912
( ) Disclaimer by: _____
( ) Probate Court Order: _____
( ) Other: _____

In accordance with the laws of the State of South Carolina, the Personal Representative(s) does/do hereby release all of the Personal Representative's(s') right, title, and interest, including statutory and/or testamentary powers, over the real property described to the following beneficiaries named below:

Name: Jamie Lister
Address: 840 Glenn Springs Rd Pacolet SC 29372

Name: _____
Address: _____

Name: _____
Address: _____

Name: _____
Address: _____

Name: _____
Address: _____

( ) An additional sheet is attached for names of additional Beneficiaries (check, if applicable)

IN WITNESS WHEREOF the undersigned, as Personal Representative(s) of the above estate, has executed this Deed of Distribution, on this 18 day of March, 20 26.

Estate of: Richard W. Lister

SIGNED, SEALED, AND DELIVERED IN THE PRESENCE OF:

Witness: _____
Print Name: William Burnett

Witness: Barbara Burnett
Print Name: Barbara Burnett

Signature of Personal Representative: Jamie B Lister
Print Name: JAMIE B LISTER

If applicable, Signature of Co-Personal Representative: _____
Print Name: _____

STATE OF SOUTH CAROLINA
COUNTY OF SPARTANBURG

ACKNOWLEDGMENT

I, Valerie C. Burnett, **Notary Public**, a notary for the State of South Carolina do hereby certify that Mr. Jamie B. Lister, as **Personal Representative(s)** of the **Estate of Richard W. Lister personally appeared before me this day and acknowledged the due execution of the foregoing Deed of Distribution.**

Witness my hand and seal this the 18 day of March, 2026.

Valerie C Burnett (SEAL)
(Signature of Notary Public)
Valerie C. Burnett
(Print name of Notary Public)
Notary Public for State of South Carolina
My Commission Expires

State of South Carolina
Notary Public
Valerie C. Burnett
My Commission Expires March 2, 2033

Note: It is recommended that an attorney prepare this document and determine if a title examination is necessary.

FORM #400ES (1/2014)

5-15-03-033.00

All those certain pieces, parcels or lots of land, situate, lying and being in the State and County aforesaid, on the Southeast side of S. C. Highway No. 292 about one-half of a mile North of Lyman, being known and designated as Lots A and B as shown on plat prepared by Wolfe & Huskey, Inc., Engineering and Surveying, dated April 2, 1979, which plat is recorded in the R.M.C. Office for said County in Plat Book 83 at page 110. For a more particular description, reference is hereby specifically made to the aforesaid plat.

Being the same property conveyed to Joel B. Few and Tammy L. Few by deed of J.M. Solesbee dated July 27, 1984, and recorded in Deed Book 50-Q at page 594, RMC Office for Spartanburg County. See also deed from Tammy L. Few to Joel B. Few dated November 19, 1985, and recorded in Deed Book 51-V at Page 75 RMC Office for Spartanburg County.

5-11-15-023.00

All that certain piece, parcel or lot of land, situate, lying and being in the County of Spartanburg, State of South Carolina, shown and designated as **LOT NO. 18** as shown on Plat No. 1 of subdivision for Dr. J.C. Oeland Estate, prepared by Gooch & Taylor, Surveyors, dated August 15, 1945 and recorded in the ROD Office for Spartanburg County in **Plat Book 19 at Page 203** AND, All that certain piece, parcel or lot of land adjoining the above described **lot**, being **triangular in shape** and being more fully described in Deed Book 41-A at Page 497. Further reference is hereby made to plat prepared for **Martha A. Shurburtt** by Gramling Brothers Surveying, dated July 24, 1996 and recorded in the ROD Office for Spartanburg County in **Plat Book 134 at Page 720.** Reference being made hereto to said latter plat for a more complete description of the herein property.

This being the same property as conveyed unto Martha A. Shurburtt nka Marhta A. Bohnenberger by deed of James T. Come, Jr. recorded on July 26, 1996 in Deed Book 64-N at Page 750.

Lake Cooley Character Area

Stretching from US 29 to Lake Cooley, the Lake Cooley Character Area is the most diverse in terms of land uses and natural resources. Most homes along the SC 292 corridor are ranch-style homes built in the 60's and 70's, with newer homes adjacent to Lake Cooley and Lake Cooley Park. SC 292 is peppered with small-scale retail, office and service businesses. Traffic along the corridor is moderate with 6,000 vehicles per day on average. Heavy industrial land uses adjacent to the Town limits in Spartanburg County contribute to a large amount of heavy truck traffic along SC 292. The area has a more rural feel than other parts of Lyman, and the views are scenic.

Future Land Use Recommendations

Single Family Residential. A district for single family residential development of a variety of densities. The vast majority of single family development in the Lake Cooley area is low density. Given existing development patterns and speeds along SC 292, single family development in these areas should be limited to low and medium density projects.

Example land uses include Parks and Open Space, Low Density Single Family Residential, Medium Density Single Family Residential, Home Occupations.

Commercial and Residential. A transitional district that should be considered for most residential and local/neighborhood level commercial uses. In the Lake Cooley area, SC 292 contains a number of small scale commercial and office uses. A 200 foot buffer along SC 292 should be considered for both residential and limited commercial uses. Commercial uses along the corridor should be screened and developed in a context sensitive manner with a focus on high quality architectural materials, monument signage, and low level exterior lighting. Multi family, townhome and duplex development should be considered and should focus on providing open space, landscaping and screening while using high quality architectural materials that blend in with the surroundings.

Example land uses include Parks and Open Space, Low Density Single Family Residential, Medium Density Single Family Residential, Townhomes, Duplexes, Apartments, Home Occupations, Small Offices, Neighborhood Retail and Commercial.



Single Family and Multi Family Residential. Primarily a single family residential district, but with flexibility for multi family, townhome and duplex development. Single family residential may be low or medium density. Multi family, townhome and duplex development should focus on providing open space, landscaping and screening while using high quality architectural materials that blend in with the surroundings. A mix of housing types and densities could be considered in this district. Avoid higher density developments that will detract from the rural character and natural beauty of the area.

Example land uses include Parks and Open Space, Low Density Single Family Residential, Medium Density Single Family Residential, Townhomes, Duplexes, Apartments, Home Occupations.

Other Recommendations

- Adopt non-residential building standards that require upgraded materials such as brick, wood or stone and prohibit metal facades from facing rights-of-way or residential areas.
- Non-residential signs along the corridor should not stand out, but rather blend in to the landscape. Consider requiring monument signs with brick or stone bases that are externally lit.
- Require landscaping and buffering of commercial uses from adjacent residential uses and rights-of-way.
- Consider adopting Multi-Family design standards to address building materials, landscaping, open space, density, etc.
- Provide gateway entry signage at key locations along the corridor.
- Protect the gateway into Lyman through targeted code enforcement efforts.

800	40	2.7	$48K
Population	Median Age	Average	Median Household

Comprehensive Plan

1. Town of Lyman Zoning Ordinance

The purpose of the Town of Lyman Zoning Ordinance is to regulate how land and buildings may be used and developed within the Town to promote orderly growth, protect property values, and preserve the health, safety, and general welfare of the community. The ordinance establishes zoning districts that identify permitted land uses, such as residential, commercial, and industrial activities, and sets development standards including building setbacks, height restrictions, lot sizes, parking requirements, and other property regulations. By establishing these standards, the Zoning Ordinance helps ensure that new development is compatible with surrounding properties while balancing private property rights with the overall interests of the community.

2. Town of Lyman Land Development Regulations (LDR)

The purpose of the Town of Lyman Land Development Regulations is to establish the standards and procedures for subdividing and developing land within the Town. These regulations govern how property is divided into lots and how supporting infrastructure, including roads, sidewalks, utilities, stormwater drainage, and other public improvements, must be designed and constructed. The LDR helps ensure that new developments are properly planned, provide adequate infrastructure, protect public safety, and minimize negative impacts on neighboring properties and the environment. While the Zoning Ordinance primarily regulates how property may be used, the Land Development Regulations establish requirements for how land is physically developed.

3. Town of Lyman Comprehensive Plan

The purpose of the Town of Lyman Comprehensive Plan is to establish a long-term vision for the Town's future growth, development, and overall quality of life. The plan evaluates existing community conditions and identifies goals, policies, and strategies related to land use, housing, transportation, economic development, public facilities, natural resources, and other important community needs. It serves as a policy guide for Town Council, the Planning Commission, and Town staff when making decisions about development, infrastructure

investments, zoning changes, and community improvements. Unlike the Zoning Ordinance and Land Development Regulations, the Comprehensive Plan is not itself a regulatory document but provides the framework for developing and updating those regulations to achieve the Town's long-term goals.

In simple terms: The Comprehensive Plan establishes **the Town's vision for the future**; the Zoning Ordinance determines **what can be built and where**; and the Land Development Regulations establish **how land must be subdivided and developed**.