



**SOUTH CAROLINA PLANNING EDUCATION ADVISORY COMMITTEE
MEETING MINUTES**

Thursday, May 9 2024, 11:00 a.m.

Conference Call Line: +1 323-486-1906

Phone Conference ID: 953 132 088#

Members Present: Andrea Melocik, Vice Chairperson and Committee Members, Mary Catherine Lawton, Dr. Neil Woods and Dr. John Gabor

Administrative Support Present: Eric Budds and Urica Floyd with the Municipal Association of SC

1. CALL TO ORDER – Vice Chair, Andrea Melocik called the meeting to order at 11:03 a.m.

2. FREEDOM OF INFORMATION ACT COMPLIANCE

Public notification of this meeting has been published, posted, and mailed in compliance with the Freedom of Information Act.

3. Approval of Minutes

a. The meeting minutes from February 8, 2024, were motioned for approval by Mary Catherine Lawton and second by Dr. Gabor. The motion passed 4-0.

4. NEW BUSINESS

a. Administrative Action Update:

- i. A Notice of Decisions form was created and issued for the nine continuing education courses approved since the SCPEAC's reorganization.
- ii. Charleston County Zoning & Planning continuing education course entitled "Historic Preservation Ordinance Training May 2024," approved by staff procedure.
- iii. Working on an update letter on SCPEAC policy and procedure changes and any necessary SCPEAC website changes.
- iv. The SCPEAC Annual Report was delivered to the Governor's office.

5. CONSENT AGENDA

a. Continuing Education Program Submittals

Andrea Melocik recused herself from the vote on the Charleston County application due to a conflict of interest. Dr. Woods presided and called for a motion on the item presented on the Consent Agenda. Mary Catherine Lawton motioned for approval of the item listed on the consent agenda. Dr. Gabor seconded the motion. The

motion passed 3-0.

- i. Charleston County - "Historic Preservation Ordinance Training May 2024" - *Authorized Course No.: 2024-02*

6. **ADJOURNMENT** – The meeting was motioned for adjournment by Mary Catherine Lawton and seconded by Dr. Gabor. The motion passed 4-0. Meeting adjourned at 11:09 a.m.

PUBLIC NOTICE

**INTERESTED PARTIES MAY ATTEND THIS MEETING
BY TELEPHONE OR VIRTUALLY**

**FOR QUESTIONS REGARDING ATTENDANCE,
PLEASE CONTACT URICA FLOYD AT 803-354-4754**