



CITY OF WALHALLA PLANNING COMMISSION

William Tatum, Chair
Robert Kelley

Alan Nicholson

Kelvin Bryant, Vice-Chair
Rachel Pace

Monday, December 8, 2025

Planning Commission Meeting

5:30 PM

105 W South Broad Street
Walhalla, South Carolina 29691

AGENDA

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes
 - a. October 13, 2025
4. Old Business
5. New Business
 - a. Chapter 330 Revision, Jeff Guilbaut, ACOG
 - b. Draft Short-Term Rental Ordinance
 - c. Draft Chicken Ordinance
6. Public Comments, Non-Agenda Items
7. Other Business
8. Adjournment

City of Walhalla Planning Commission
Monday, October 13, 2025 • 5:30 PM
105 W South Broad Street
Walhalla, South Carolina
Minutes

In accordance with the South Carolina Freedom of Information Act, Section 30-4-10 et seq., South Carolina Code, 1976, the media was duly notified of the date, time, and place of the meeting.

Planning Commission Members Present: Kelvin Bryant, Robert Kelly, Alan Nicholson and Rachel Pace

Members Absent: None

Staff Present: Celia Myers

Call to Order: Vice-Chair Bryant called the meeting to order at 5:30 PM, with a quorum present to conduct the meeting and welcomed all present to the meeting.

Approval of Agenda: Vice-Chair Bryant called for any changes to the agenda. Hearing none, Mr. Nicholson moved to approve the agenda; Ms. Pace seconded. The agenda was unanimously approved.

Approval of Minutes: Vice-Chair Bryant called for any changes to the September 8, 2025 minutes. Mr. Nicholson moved to approve the minutes; Mr. Kelly seconded. The minutes were approved unanimously.

New Business:

Mr. Jeff Guilbault, ACOG, continued leading the Planning Commissioners through the Chapter 330 revision, focusing on the office commercial district. Comments will be included in the draft version for consideration.

Hearing no further comments, Vice-Chair adjourned the meeting at 6:25 PM, with a motion by Ms. Pace and a second by Mr. Nicholson.

Respectfully Submitted,

Celia Boyd Myers, AICP
City Administrator

STATE OF SOUTH CAROLINA)

COUNTY OF OCONEE)

ORDINANCE 2023-07

CITY OF WALHALLA)

AN ORDINANCE TO AMEND THE ZONING CHAPTER OF THE MUNICIPAL CODE OF THE CITY OF WALHALLA, SOUTH CAROLINA TO PROVIDE FOR SHORT-TERM RENTALS, ESTABLISHING REGULATIONS FOR SUCH USE, AND OTHER MATTERS RELATING THERETO

Whereas, the City of Walhalla has seen as increase in demand for short-term rentals within City limits; and

Whereas, the City wishes to establish regulations to provide for privately owned residential property to be used as vacation homes or other short-term rentals;

Whereas, the City desires to minimize the adverse effects of short-term rental uses on surrounding residential properties and neighborhoods, and to preserve the character, integrity and stability of residential neighborhoods, in which short-term rental properties are located; and

Whereas, under SC Code Ann.§ 5-7-30 (Supp. 2021), the City Council is authorized to adopt ordinances on any subject which appears to it necessary and proper for the security, general welfare and convenience of the municipality or for preserving health, peace, order and good government in it; and

Whereas, the City Council has determined that the regulations set out in this Ordinance are in the best interest of the public health, safety, and welfare of the citizens of the City of Walhalla

NOW THEREFORE: it is ordained and enacted that: by the Mayor and Council members of the City of Walhalla, in Council assembled, that the following ordinance, shall be as follows:

Subsection (6) of Conditional uses. The following uses shall be permitted in any R-25 Zoning District, subject to the conditions of this Part 1:

Short-term rental units that meet the following requirements:

- a. Detached single-family dwellings and accessory dwellings may be rented. Manufactured homes are not eligible for short-term rental.
- b. A maximum of six (6) bedrooms shall be allowed with no more than two (2) adults in each room. The maximum number of any rental party (adults and children) shall not exceed twelve (12) people.
- c. Rooms shall be rented for a maximum of forty-five (45) consecutive days.
- d. Rental homes should reflect and blend in with the character of the neighborhood.

- e. Owners shall register and receive Short-Term Rental approval from the City of Walhalla, prior to operating as a short-term rental unit.
 - a. A Zoning Permit must be obtained for each short-term rental property that is offered for short-term rental.
 - b. Approvals are non-transferrable and are only valid for the short-term rental property described in the Zoning Permit.
 - c. It is the duty of the Owner to notify the City of Walhalla of any changes to the contact information of the Owner and any Short-Term Rental Agent employed or engaged by the Owner for each approval issued to the Owner.
 - d. The fee for the Zoning Permit shall be set each year by the City Council in the annual Budget Ordinance.
 - e. The application for registration and a Zoning Permit shall be made on forms published by the City of Walhalla and must be delivered with the zoning permit fee and following documentation:
 - i. A site plan showing compliance with the requirements of this Chapter;
 - ii. A copy of the rental agreement with rental rules. The rental agreement shall specify the following:
 1. The minimum and maximum stay.
 2. The maximum number of guests. For primary house rentals, the total number of allowed guests (adults and children) is twelve (12). For accessory dwelling rentals, the total number of guests is limited to four (4).
 3. The maximum number of vehicles permitted at the unit--which shall be based on the number of bedrooms and the design of the driveway. For primary house rentals, the number of vehicles is limited to 1 per bedroom, maximum of six (6). For accessory dwelling rentals, the maximum number of vehicles is limited to two (2).
 4. Where guests are to park. The agreement shall specify that guests are to park on-site and not in the street.
 5. That the City's noise ordinance applies and quiet hours are between 10:00 PM and 7:00 AM.
 6. Prohibit large gatherings, such as weddings and reunions unless specifically approved by the City.
 7. Pets, if permitted, are not to be left outside unattended and must abide by the regulations set forth in the Animal Chapter of the City Code.
 8. Rental rules, including use of the sanitation roll-carts, and emergency contact information including the police non-emergency number, shall be posted in a conspicuous location

in the unit.

iii. A copy of the property management plan:

1. The property management plan shall identify a Short-Term Rental Agent. Where the property owner does not live on the premises, the Short-Term Rental Agent must be available to appear on the premises to respond to a complaint within one (1) hour of being notified by the Zoning Administrator or other City official. Where the property owner lives on the premises, a back-up Short-Term Rental Agent must be identified unless the owner certifies the unit will not be rented when the owner is out of town. The Zoning Administrator shall be notified when management of the unit changes. Failure to comply with the approved property management plan shall result in the revocation of the short-term rental approval.

2. A copy of the fire alarm monitoring contract, if applicable.

- f. Review of the Zoning Permit and registration for Short-Term Rental approval shall be conducted by the Zoning Administrator, and approval shall be granted unless the Owner fails to meet the conditions and requirements of this Chapter, or otherwise fails to demonstrate:

- i. Compliance with this Chapter; or
- ii. There are no outstanding citations for any activities occurring at or connected with the Short-Term Rental Property; or
- iii. Compliance with any other City Ordinance or any relevant state or federal law regarding activities at the Short-Term Rental Property.

Any false statements or inaccurate or untrue information in the application are grounds for revocation or suspension of the Short-Term Rental approval and/or imposition of penalties, including denial of future applications.

- g. Short-Term Rental approval shall not be issued prior to a scheduled inspection with the Fire Marshal and approval obtained.

- h. Every person or business entity which:

- i. Acts as a Short-Term Rental Agent, and
- ii. Submits an application to register for Short Term Rental approval on behalf of any Owner, must submit a complete registration application that includes all the information required in the form of the application and which has been signed by the Owner.

f. Licenses, Permits, Payment of Fees and Taxes Fees Required.

- a. No Owner may offer any Short-Term Rental Property for Short-Term Rental without initially and on a continuing basis:
 - i. Obtaining a valid and current Short-Term Rental approval from the City of

Walhalla, South Carolina; and

- ii. Obtaining a valid and current business license for Short-Term Rental of property from the City of Walhalla, South Carolina; and
- iii. Paying all applicable fees and taxes associated with any Zoning Permit or business license, and all sales or other similar taxes in connection with any Short-Term Rental, paying all ad valorem taxes for any Short-Term Rental Property.

g. Regulations for Short-Term Rentals and Short-Term Rental Properties.

a. General Regulations: During any lease of any Short-Term Rental Property, the Owner, or the Short-Term Rental Agent:

- i. Shall be available during any Short-Term Rental Period to respond to a complaint or other matter related to the operation or behavior of any Short-Term Lessee of the Short-Term Rental Property; and
- ii. Shall be available by telephone at all times during the Short-Term Rental Period and capable of being physically present at the Short-Term Rental Property, or taking other responsive action, within one (1) hour of notification of a complaint or other matter related to the Short-Term Rental Property; and
- iii. Shall prominently display in the Short-Term Rental unit contact information for the Owner or Short-Term Rental Agent responsible for responding to complaints; and
- iv. Shall maintain fully operable and building and fire code compliant smoke and carbon monoxide detectors in the Short-Term Rental Property, as required by law; and
- v. Shall maintain at least one (1), or such other number as is required by any applicable building, fire or other applicable code, fully operable and charged fire extinguisher; and
- vi. Shall maintain unobstructed escape routes from the Short-Term Rental Property in the event of fire; and
- vii. Shall notify all prospective Short-Term Lessees in writing of the existence of any swimming pool or hot tub at the Short-Term Rental Property and any safety equipment related to the swimming pool or hot tub prior to making any agreement for any Short-Term Rental.

b. Trash Regulations: During any lease of any Short-Term Rental Property, the Owner, or the Short-Term Rental Agent:

- i. Shall maintain a designated trash storage area for use of Short-Term Lessees at the Short-Term Rental Property.
- ii. The designated trash storage area shall be fenced or screened so that trash containers are not seen from public streets and neighboring property, except during designated pick-up times; and
- iii. The Owner shall prominently display instructions for managing trash disposal, including designated pick-up times and, if applicable, relevant property owner association requirements in the Short-Term Rental Property.
- iv. The Owner shall ensure any outdoor trash containers remain secured to avoid

spills and pests.

- v. The Owner shall ensure that trash containers are not placed curbside more than twenty-four (24) hours prior to scheduled pick-up times and will be removed no more than twenty-four (24) hours after pick-up.

c. **Parking Regulations.** During any lease of any Short-Term Rental Property:

- i. **Parking:** Parking shall be provided on-site and located to the side or rear of the dwelling. On-site parking shall be clearly delineated with an improved surface such as pavement, gravel, or another method approved by the zoning administrator. Parking areas must include a space at least nine (9) feet by eighteen (18) feet for each vehicle allowed to be parked on the premises and improved with an impermeable or semi-impermeable surface. Areas for parking must comply with all applicable requirements of Sections 330-1.31 through 330-1.38.
- ii. The Owner must notify all prospective Short-Term Lessees in writing of the maximum number of vehicles permitted at the Short-Term Rental Property prior to making any agreement for any Short-Term Rental.
- iii. The Owner must ensure that no vehicles associated with the Short-Term Lessee will park off-site, including in adjacent rights-of-way, during the Short-Term Rental Lease.

d. **Miscellaneous Regulations:** During any Short-Term Rental Lease of any Short-Term Rental Property:

- i. A maximum of six bedrooms shall be allowed with no more than two adults in each room. The maximum number of any rental party (adults and children) shall not exceed twelve (12) people.
- ii. Short-Term Rental Properties must be properly maintained and regularly inspected by the Owner or Short-Term Rental Agent to ensure continued compliance with this Chapter and all other applicable zoning, building, health and life-safety code requirements.
- iii. Rental homes should reflect and blend in with the character of the neighborhood.
- iv. No on-site signs shall be permitted.
- v. For properties located in a neighborhood with a property owners' association, written confirmation from the association president that short-term rentals are permitted in the neighborhood is required. The facility shall comply with all business license, revenue collection, and health laws of the City of Walhalla, Oconee County and the state of South Carolina.

- e. In addition to the requirements of this Chapter, any Short-Term Rental Property must also comply with all other statutes, ordinances, regulations or private covenants applicable to the Short-Term Rental Property. Nothing in this Section is intended to authorize waiver of or limitations on compliance with any such requirements.

h. **Violations.** It shall be a violation of this Chapter to:

- a. Lease any Short-Term Rental Property for a Short-Term Rental without complying with the requirements of this Chapter.
- b. Advertise any residential property for a Short-Term Rental without first complying with

the requirements of this Chapter.

- c. Fail to comply with any requirement of this Chapter.
- i. Suspension or Revocation of Short-Term Rental approval and/or business license.
 - a. When the City determines:
 - i. A Short-Term Rental approval has been mistakenly or improperly issued or issued contrary to law; or,
 - ii. An Owner has breached any condition upon which the Short-Term Rental approval was issued; or,
 - iii. An Owner has obtained Short-Term Rental approval through any fraud, misrepresentation, a false or misleading statement, or evasion or suppression of a material fact in the Short-Term Rental registration and Zoning Permit ; or,
 - iv. An Owner is delinquent in the payment to the municipality of any tax or fee; or,
 - v. The operation of a Short-Term Rental Property has been declared a nuisance; or,
 - vi. More than two convictions for violations of the Municipal Code of the City of Walhalla, South Carolina, arising from any activities at, or connected with, a Short-Term Rental Property occur within any twelve (12) month period.

Then the City may give written notice to the Owner that the Short-Term Rental approval is suspended and may be revoked, pending a single hearing before City Council for the purpose of determining whether the suspension should be upheld and whether the Short-Term Rental approval should be revoked.

- b. When the City determines units are operating without approval of the City, the zoning permit application fee shall be double the stated fee or \$1,000, whichever is higher. If the property owner chooses not to submit a short-term rental registration application within 60 days of being notified by the City of being in violation of the ordinance, a short-term rental registration application shall not be approved for a period of 2 years.
- c. The written notice of suspension and proposed revocation shall state the time and place at which the hearing before City Council is to be held and shall contain a brief statement of the reasons for the suspension and proposed revocation and a copy of the applicable provisions of this Chapter. The written notice shall be delivered to the Owner or Short-Term Rental Agent by certified mail, return receipt requested, addressed to the Owner or Short-Term Rental Agent at the address for the Owner or Short-Term Rental Agent shown on the application for the Short-Term Rental approval. The written notice will be deemed to have been delivered on the date that the certified mail return receipt is signed for by, or on behalf of, the Owner or Short-Term Rental Agent.
- d. The hearing before City Council on the suspension and proposed revocation of any Short-Term Rental approval shall be held by City Council within thirty (30) days after delivery of the written notice described in this Section. The hearing shall be held upon written notice at a regular or special meeting of City Council. The hearing may be continued to another date by agreement of all parties. At the hearing, all parties shall have the right to be represented by counsel, to present testimony and evidence, and to cross-examine witnesses. Following the hearing, City Council by majority vote of its members present, shall render a written decision setting out its findings of fact and

conclusions. The written decision shall constitute the final decision of City Council. The written decision shall be delivered to the Owner unless a different person and method of delivery is requested by the Owner at the hearing.

- e. The written decision of City Council may be appealed in the same manner as appeals are made from the decisions of other administrative bodies of the City of Walhalla, South Carolina. An appeal, in and of itself, does not stay the effect of City Council's decision
- j. Severability. If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.
- k. Effective Date. This Ordinance shall be effective on its adoption by the City Council for the City of Walhalla, South Carolina, but the enforcement of the regulations set out in this Ordinance shall begin on January 1, 2024.
- l.

AND IS DONE AND RATIFIED in Council Duly assembled this _____ Day of _____ 2023.

Danny Edwards, Mayor

(seal)

ATTEST:

Timothy B. Burton, City Administrator

Introduced By: _____

First Reading: _____

Public Hearing,
Second Reading
And Adoption: _____

STATE OF SOUTH CAROLINA)

COUNTY OF OCONEE)

ORDINANCE 2023-X

CITY OF WALHALLA)

AN ORDINANCE TO AMEND THE CITY OF WALHALLA CODE OF ORDINANCES, TO ALLOW FOR THE CONDITIONAL RAISING AND KEEPING OF CHICKENS WITHIN RESIDENTIAL DISTRICTS OF THE CITY LIMITS

Whereas, there has been interest within City limits in urban farming relating to the keeping of backyard chickens; and

Whereas, fostering sustainable efforts and green, environmentally friendly living within the City of Walhalla is important to quality of life of our citizens; and

Whereas, domesticated hens may be used for companionship, educational purposes, and non-commercial production of eggs in support of sustainable green living, and

Whereas, providing appropriate guidelines for backyard chickens that ensure the safety of the animals, maintain sanitary conditions of the property and protect the animals' welfare, and enforceable codes to maintain the quality of the owner's property and to prevent any impairment on the enjoyment of surrounding properties, are imperative for compliance with this ordinance; and

Whereas, outlining specific guidelines and regulations will provide a clear understanding to those interested in backyard chickens, as well as, to ensure a safe and clean environment in neighborhoods where permitted.

Now Therefore: it is ordained and enacted that: by the Mayor and Council members of the City of Walhalla, in Council assembled, that the Animal ordinance, shall be amended as follows:

Livestock and Fowl

Restrictions.

It shall be unlawful for any person, firm or corporation to keep or maintain any horses, mules, cows, sheep, goats, hogs, pigs, shoats, swine or other livestock or any chickens, turkeys or other barnyard fowl within the City of Walhalla other than as provided for below:

- ~~A. One horse or cow per acre may be kept within the Cane Creek Basin, described as the 100-year floodplain and as shown on the FEMA map and further described in the City of Walhalla Zoning Ordinance (see Chapter 230, Part 1).~~
- ~~B. On parcels or lots greater than two acres in size, chickens, horses and cows may be maintained. The animals must be kept on the property.~~

- (A) A single parcel or lot which is two acres or greater, in a single-family residential zone, may have one horse or head of cattle for each two acres unless the County Extension Service Livestock Agent certifies that the land uses will support additional animals. Such certificate shall be presented to the Zoning Administrator. Any such conditional use is subject to an annual review.

(B) Except as otherwise provided, it shall be unlawful for any person within residential districts of the city limits to keep, or allow or permit the keeping of, or possession of any chicken, poultry, pea fowl, guineas, ducks, geese, or other fowl, except as provided and specified in this section.

a. The following shall be accepted and exempt from the provisions above.

- i. No more than four (4) domesticated female chickens (hens) shall be kept, maintained, or raised on minimum one (1) acre lots with single-family dwellings only. No roosters whatsoever shall be allowed. The following are additional requirements regarding the maintenance of domesticated female chickens.
- ii. Hens shall be confined at all times within a coop or chicken run, which is fully enclosed and made of suitable, washable material, except when under the personal supervision of an owner or custodian. Fenced enclosures and chicken coops must be properly ventilated, clean, dry, and odor-free, kept in a neat and sanitary condition at all times, in a manner that will not disturb the use or enjoyment of neighboring lots due to noise, odor or other adverse impact.
- iii. A coop shall not exceed 120 square feet in area or six (6) feet in height. There shall be a minimum six square feet of run space per hen. Coops must be completely enclosed and constructed in a uniform manner of a sturdy material that provides protection from potential predators and the elements, and properly ventilated. Runs must be constructed of a fencing material that prevents potential predators from getting in, and hens from escaping.
- iv. Runs and coops must be well drained so that there is no accumulation of chicken excrement, and shall be cleaned on a regular basis with all droppings and excretion disposed of in a manner so as not to attract flies or varmints, unless otherwise disposed of in accordance with any federal, state, or health regulation.
- v. Chickens, coops, runs, or other structures for housing chickens shall only be located or permitted between the rear of the principal structure and the rear lot line of the premises; must be screened from the side and rear lot lines by shrubbery or a privacy fence at least five (5) feet tall, if within sight of neighboring properties; and shall not be located within fifteen (15) feet of any property line and fifty (50) feet of the nearest neighboring residence or commercial building.
- vi. No person shall slaughter any chickens within City limits. It shall be unlawful to raise chickens for commercial purposes within the city limits.
- vii. No person shall keep chickens on premises within the city without first receiving an approved permit (renewable annually) on June 30 of each year, along with an initial and annual compliance inspection, and payment of the registration fee, as set by the City Council.
- viii. A permit to keep hens may be suspended, revoked, or not issued by the city where there is a risk to public health or safety, or for any violation of, or failure to comply with, any provision of other applicable ordinances or laws, including local subdivision covenants.

- ix. Every person keeping, maintaining, or raising chickens and/or fowls within the corporate limits of the city prior to or on the effective date of this section shall conform to and be in full compliance with the regulations of this section within ninety (90) days after its passage.
- x. Any person violating any provision of this section shall be deemed guilty of an offense and shall be subject to a fine of up to five hundred dollars (\$500) or imprisonment for not more than thirty (30) days upon conviction. Each day of violation shall be considered a separate offense. Punishment for violation shall not relieve the offender of liability for delinquent penalties and costs provided herein.

SEVERABILITY.

In the event that any section, subsection, sentence, clause or phrase of this article shall be declared or adjudged invalid or unconstitutional, such adjunction shall in no manner affect the other sections, sentences, clauses, or phrases of this article, which shall remain in full force and effect, as if the section, subsection, sentence, clause, or phrase so declared or adjudged invalid or unconstitutional were not originally part thereof.

AND IS DONE AND RATIFIED in Council Duly assembled this _____ Day of _____ 2023.

Danny Edwards, Mayor

(seal)

ATTEST:

Timothy B. Burton, City Administrator

Introduced By: _____

First Reading: _____

Public Hearing,
Second Reading
And Adoption: _____