

**TOWN OF SULLIVAN'S ISLAND, SOUTH CAROLINA
PLANNING COMMISSION
REGULAR MEETING MINUTES
Wednesday, December 11, 2019**

A regular meeting was held at 6:00PM, this date, at Town Hall, 2056 Middle Street, all requirements of the Freedom of Information Act satisfied. Present: Commissioners Gary Visser (Chair), Sydney Cook (Vice-Chair), Charlie Cole, Carl Hubbard, David Peterseim and Amanda Poletti. Staff members: Joe Henderson, Director of Planning and Lisa Darrow, Asst. to Administrator.

Call to Order. Chair Visser called the meeting to order, stated press and public were duly notified pursuant to state law, and all Commissioners were present except Hal Currey (excused absence). No public or media present.

I. APPROVAL OF AGENDA – approved as presented

II. APPROVAL OF MINUTES – November 13, 2019

MOTION: Mr. Hubbard moved to approve the November 13, 2019 minutes as presented; seconded by Ms. Poletti. MOTION UNANIMOUSLY PASSED.

III. PUBLIC INPUT – no written correspondence received

IV. ITEMS FOR CONSIDERATION

- 1. Public Facilities (PF) Zoning District: Consideration of establishing a new zoning district to accommodate property owned and used for governmental purposes.**

Staff Report: (Director Henderson) – see Exhibit A (Staff Report-Text Changes)

Brief background of topic:

Commission continues discussion of this topic for a fourth meeting (see August 14, 2019, September 11, 2019, October 14, 2019 and November 13, 2019 minutes). Director Henderson explained that the Land Use & Natural Resources Committee of Council recommended the Planning Commission study this potential zoning district as it was listed as a strategy in recently adopted Comprehensive Plan 2018-2028 Needs & Goals.

There are two reasons to consider the PF Zoning District:

- 1.) There are town-owned parcels that have ambiguous/no zoning designation: the current Town Hall/J. Marshall Stith Park campus (TMS#529-005-00-036) and land parcels that include, in part, the Sullivan's Island Elementary school campus (TMS# 529-09-00-068 and 0681).
- 2.) The PF Zoning District provides an opportunity for Council to define uses and restrictions for public owned and operated parcels.

Staff recommends that the Commission forward any recommendations to the Land Use & Natural Resources Committee of Council for feedback before conducting a public hearing on the actual rezoning and new language adoption. Staff further recommends the Town conduct legal research and perform a full property ownership trace for any lots that the Commission may include in its recommendations to Council on this matter.

Staff and Commission reviewed Town Attorney Larry Dodds' responses to Commission's questions at the November meeting and directed Staff to contact National Park Service officials for their input in the PF Zoning District issue, to be reported tonight.

Director Henderson reported he met with three local National Park Service (NPS) officials, including Ben Byers the acting Fort Moultrie superintendent. Local park officials' initial reaction was that the prospective new zoning district had little application to their agency. Local officials indicated they would forward the Town's information to the NPS regional office for its official response. Director Henderson has not received feedback from the regional office by this meeting.

Commission Discussion:

Commission reviewed options for next steps: wait for NPS feedback (wait time unknown), offer recommendations to Land Use & Natural Resources Committee of Town Council noting NPS feedback pending, or, Planning Commission hold a public hearing for consideration of potential zoning ordinance changes.

Commission reviewed existing draft language for a potential PF Zoning District, as reflected on Staff's Report (Exhibit A), making the following changes: scrivener's errors for punctuation and grammar within document and modification of Section 21-77 (A) Purpose: modify last sentence to read, ".....wetland, and similar types of open space owned by a government entity." Exhibit A attached herein incorporates aforementioned changes.

Thereafter, Director Henderson reviewed Town Geographic Information System (GIS) maps to review the list of potential properties, discussed by Commission in previous meetings, that might qualify for inclusion in a potential PF Zoning District.

**MOTION: Mr. Hubbard moved for Commission to approve the conceptual language for a potential PF Zoning District, presented herein as Exhibit A; seconded by Mr. Cole.
MOTION UNANIMOUSLY PASSED.**

**MOTION: Mr. Hubbard moved for Commission to forward conceptual language regarding a potential PF Zoning District, presented herein as Exhibit A, to the Land Use & Natural Resources Committee of Council, advising that the Town awaits feedback from the National Park Services regarding this concept; seconded by Mr. Cole.
MOTION UNANIMOUSLY PASSED.**

2. Next meeting scheduled for (6:00PM) Wednesday, January 8, 2020

Chair Visser noted the Commission currently has no items for its January meeting agenda and, should this remain unchanged, he will advise the Mayor and Town Council that the Commission will not meet in January 2020.

There being no further business, the meeting adjourned at approximately 6:35PM (Mr. Hubbard moved; Mr. Peterseim seconded; unanimously passed).

Respectfully submitted,
Lisa Darrow
Asst. to Administrator

Approved at the February 12, 2020 Planning Commission Meeting