

**TOWN OF SULLIVAN'S ISLAND, SOUTH CAROLINA  
PLANNING COMMISSION  
REGULAR MEETING MINUTES  
Wednesday, September 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) arrived at 6:40PM, Charlie Cole, Carl Hubbard, Manda Poletti and David Peterseim. 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). Two audience members (residents Rick Graham and Babak Bryant); no media.

**I. APPROVAL OF AGENDA – approved as presented**

**II. APPROVAL OF MINUTES – August 14, 2019**

**MOTION: Ms. Poletti moved to approve the August 14, 2019 minutes as presented; seconded by Mr. Cole. MOTION UNANIMOUSLY PASSED.**

**III. PUBLIC INPUT – no written correspondence received**

**Regarding Item IV(1) for tonight's meeting: Government & Institutional Zoning District:**

**Rick Graham (2102 I'On Avenue)** spoke in favor of Planning Commission and Town Council addressing non-residential activity on residentially zoned property, citing the myriad of organized activities on Stith Park and the impact this activity has on neighboring residences in terms of parking, noise, traffic, etc. Regarding civic/other non-residential activity on Town/government owned lots, Mr. Graham requested the Town:

- Cite specific, clear list of activities that can occur on the properties/lots;
- Set strict guidelines for issues related to parking, traffic flow, noise and other factors that negatively impact the residents around an event area (cited the parking and traffic problems from the lacrosse teams that utilize the Stith Park fields)
- Create limits and controls on business-type events such as tennis lessons in Stith Park.
- Would like to see it harder for groups to get approval from Town Council for non-confirming events.

**IV. ITEMS FOR CONSIDERATION**

- 1. Government and Institutional Zoning District: Consideration of establishing an institutional or governmental zoning district to accommodate federal, state, local and quasi-governmental owned and used properties island-wide.**

**Staff Report: (Director Henderson) – see Exhibit A (Powerpoint)**

Thereafter Committee debated the pros and cons of the potential zoning designation and potential unintended consequences. Discussion points were similar to those raised at last month's meeting. Committee instructed Staff to seek legal opinion from Town Attorney Dodds on the following points:

1. Provide a legal assessment for establishing a Government & Institutional (or Public Facilities-PF) Zoning District enumerating pros and cons for concept.
2. If zoning change is made to a PF District, and the property is sold, would this new zoning encumber a property to be sold from a governmental ownership to private buyer (example of old Town Hall)?
3. Zoning of two Town owned properties: Town Hall Complex (2050/2056 Middle Street) and site upon which Sullivan's Island Elementary School (SIES) resides. If properties remain un-zoned, would this allow for events such as Farmers' Market and/or commercial business? What if the properties were zoned RS?
4. If PF district rezoning is not pursued, speak to the consequences of the following alternative actions:
  - a. Fences for buffering: amend zoning ordinance to allow RS properties the ability to build higher fences based upon being contiguous/adjacent to government owned parcels by sharing a property line;
  - b. Special events: amend the zoning ordinance to allow Town owned properties the ability to have special events and other civic uses in the RS, pending Council approval.

**No action taken or recommendations made. Item will remain on agenda for October meeting at which time Staff will offer Town attorney's report on the aforementioned items of consideration.**

## **V. STAFF COMPREHENSIVE PLAN UPDATE**

1. **Town of Sullivan's Island Comprehensive Plan 2018-2028: Town Council final reading and adoption of the Comprehensive Plan rewrite is scheduled for Tuesday, August 20, 2019 at 6:00PM.**

Director Henderson announced Council adopted the 2018-2028 Comprehensive Plan at its August 20, 2019 regular meeting. He was joined by Chair Visser in thanking Commissioners for their work on this project, and, the public for its input through the process.

Next meeting (note special day): (6:00PM) Monday, October 14, 2019 with continuation of tonight's agenda item IV(1).

There being no further business, the meeting adjourned at approximately 7:07PM (Mr. Cole moved; Mr. Peterseim seconded; unanimously passed).

Respectfully submitted,  
 Lisa Darrow  
 Asst. to Administrator

Approved at the October 14, 2019 Planning Commission Meeting



# PLANNING COMMISSION

Town of Sullivan's Island  
September 11, 2019

Public Facilities Zoning District: Consideration of establishing an institutional or governmental zoning district to accommodate federal, state, local and quasi-governmental owned and used properties island-wide.

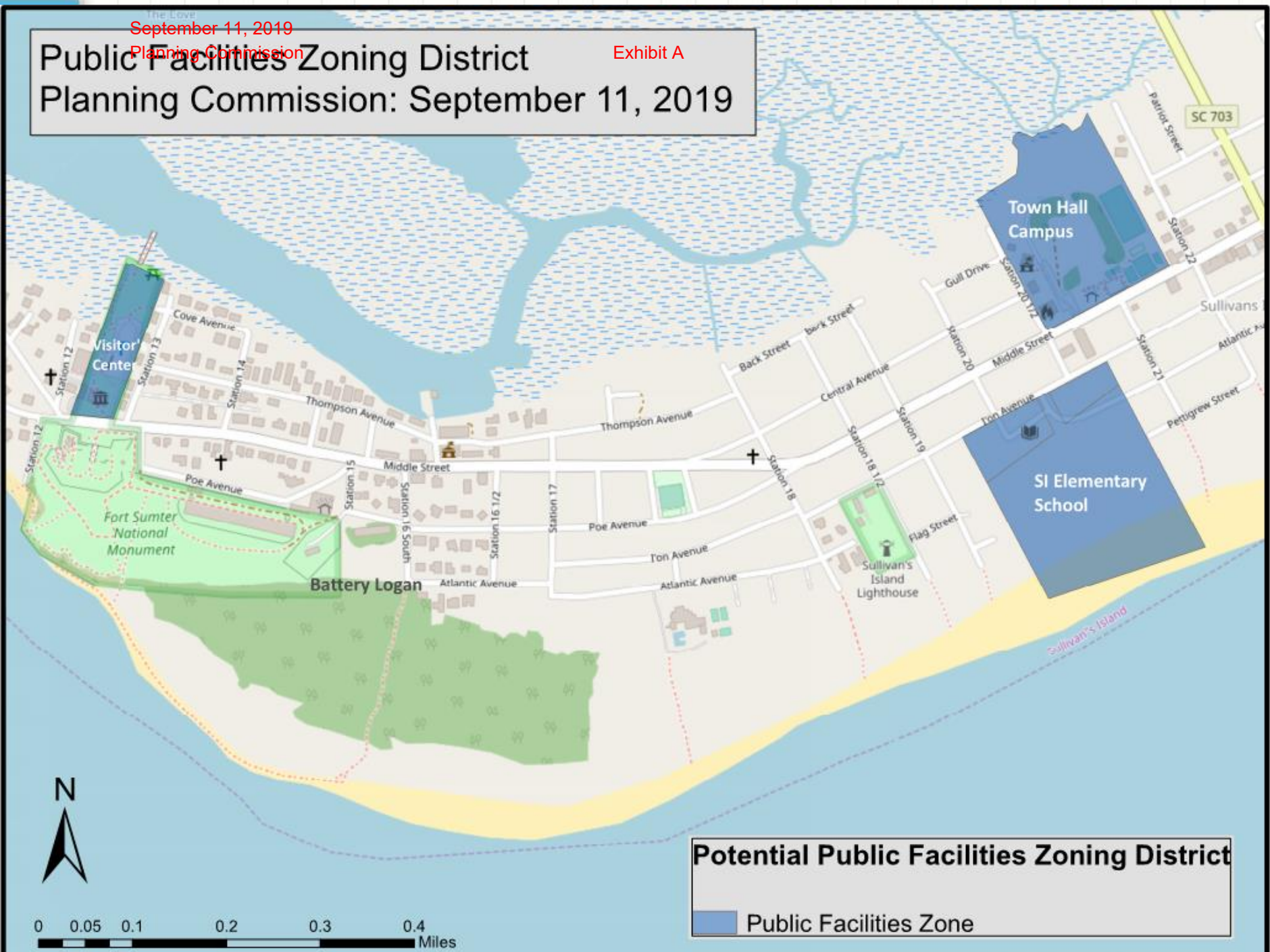
# Sections

- **Sec. 21-77. Purpose and Applicability.**
- **Sec. 21-78. Permitted and Conditional Uses.**
- **Sec. 21-79. Development Standards.**

## • **Sec. 21-77. Purpose and Applicability.**

- A. Purpose.** The Public Facilities (PF) Zoning District is intended to provide area for buildings and facilities that are owned and operated by Federal, State, or local governments, public utilities, special districts, or nonprofit organizations which are used to provide governmental or public services. This zone also provides for school sites, public park and recreational facilities, natural areas, trails, wetlands, and similar types of open space owned and managed by a local government.
- B. Applicability.** The PF Zoning District is identified on the Town of Sullivan's Island Official Zoning Map. The properties identified within the PF Zone shall comply with the provisions of this chapter.

# Public Facilities Zoning District Planning Commission: September 11, 2019



## **Sec. 21-78. Permitted and Conditional Uses.**

- A. Permitted Uses.** The land uses listed in Table 1.1 are permitted in the PF Zoning District, subject to the provisions of this code.
- B. Conditional Uses.** The land uses listed in Table 1.1 are conditionally allowed in the PF Zoning District by way of Town Council and administrative staff approval.
- C. Existing Uses.** Uses and structures lawfully established under previously effective land use regulations may continue within the Public Facilities Zone subject to the requirements of Article XVI. Nonconformities.



**Table 1.1 Permitted and Conditional Uses**

Land Use	
Publicly owned buildings such as Town Hall, fire station, police department, administrative buildings, libraries, museums, storage buildings, public safety training facilities, and similar structures	P
Public parks, playgrounds, community swimming pool, skateboard park, pedestrian/bicycle trails and similar public recreation facilities.	P
Publicly owned and operated community meeting halls open to, and used by, the general public	P
Public reservoirs, well sites, pump stations, utilities (above ground), and similar utility buildings or structures	P
Institution of higher education	P
Schools	P
Trails, natural areas, open space, future park sites, and similar passive recreational areas with minimal improvements	P
Accessory uses and buildings customarily used to support a permitted use or an approved conditional use	P
Minor repairs and maintenance to any permitted or conditional use	P
Parking lots and parking areas serving the general public	P

Public utility maintenance facilities and operation yards with outdoor storage of materials and supplies	C
School special events operated by the Charleston County School District	C
Ball fields, sport complexes, and similar outdoor recreational areas that have night lighting or amplified sound systems	C
Wireless and broadcast communication facilities	C
Community or civic events and services such as music or theater performances, holiday events, farmers markets and any similar events. Such events may be for fundraising or not-for-profit provided said event is reviewed and approved by Sullivan's Island's Town Council.	C

# • Sec. 21-79. Development Standards.

<b>Standard</b>	<b>PF</b>
Lot Area	No requirement
Lot Width	No requirement
Lot Depth	No requirement
Front Yard Setback	<b><u>None, except when abutting to a residential zone (RS District)</u></b> , then the front yard setback to a building or parking area shall be the required setback of the abutting Residential Zone.
Side and Rear Yard Setback	<b><u>None, except when abutting a residential zone (RS District)</u></b> , then the side or rear setback to a building or parking area shall be the required setback of the abutting Residential Zone.
Building Height	As approved by Town Council.
Maximum Impervious Coverage	As approved by Town Council.

# Comprehensive Plan recommends...

## LAND USE GOALS AND OBJECTIVES

The purpose of Sullivan's Island land use planning efforts is to ensure that the Town maintains its small-town character and controls the land uses currently present on the Island, as well as maintain future growth. The following objectives and policies are a guiding framework to achieve these ends:

LAND USE GOALS:		
OBJECTIVES	RESPONSIBLE PARTIES	TIMEFRAME
<b>LAND USE POLICY 1: PRESERVE THE SINGLE-FAMILY RESIDENTIAL CHARACTER OF THE ISLAND</b>		
LUI.1 Keep housing density low through maintaining half-acre lot sizes and other regulations	Town Council; Planning Commission	Ongoing
LUI.2 Continue to prohibit multifamily development	Town Council; Planning Commission	Ongoing
LUI.3 Continue to restrict the short-term rental market and enforce all policies pertaining to the regulations.	Town Council; Town Administration	Ongoing
LUI.4 Consider creation of an "institutional" or "governmental" zoning district to properly separate more intensive uses from residential properties by way of zoning standards.	Town Council; Town Administration; Planning Commission	Short-Term

# Existing Land Use Map



# RS Zoning District

## **Sec. 21-20. Permitted, conditional, special exceptions and prohibited uses.**

### **A. Permitted uses in the RS-District.**

- (1) One single family detached dwelling per lot, designed for and occupied exclusively as a residence by one family, either owner or renter occupied.
- (2) Publicly owned facility or land.
- (3) Non-commercial horticulture or agriculture.

# What is a Governmental Zoning District?

- Would be a new district and chapter in the Zoning Ordinance, applied to existing governmental and public uses.
- Would outline requirements for publicly owned or quasi-public properties.

# Purpose?

Would outline existing and anticipated uses.

- Government services campus (Town Hall, Fire Station, etc.)
- Libraries and museums
- SI Elementary School
- Maintenance facilities
- Federal monuments (Fort Moultrie, Lighthouse, etc.)
- Locally owned monuments (Battery properties, parks)
- Utility facilities
  - Water Treatment Plant
  - Substations
  - Water Tower



# Why would it be useful?

- Would allow government uses to function yet clarify the following:
  - **Allowed uses** (government, nonprofit, special events, etc.)
  - Establish **performance standards** (very flexible)
  - Allow **buffers** for residents (higher fences, different designs).

# Process to establish a new district?

Step 1: PC creates the structure of the new Chapter  
hold a public hearing:

- **Purpose & Intent:** List reasons. Typically, very flexible standards are established to allow government uses to operate for the public use and benefit.
- **Use Regulations:** Note any permitted and conditional uses
- **Development Standards:** Setbacks, building height, coverage limits

## Process to establish a new district?

Step 2: Council would rezone the property with the following process:

- **Newspaper advertisement**- 30-day window
- **Mail notice**- All property owners within 200' feet of the property lines.
- **Posting property**- Sign visible from right of way
- **Official Zoning map** is changed

# Summerville:

## Sec. 32-135. - PL Public Lands District

- a) **Purpose.** The purpose of this PL public lands district is to establish and preserve areas for the use of certain public purposes.
- b) **Permitted uses.** Permitted uses in the PL district shall be any governmental function which is legally authorized to the governmental agency proposing the use.
- c) **Accessory uses.** Accessory uses in the PL district are as follows: Uses on the same lot and customarily incidental to the permitted uses including, but not limited to, garages or parking structures for vehicles, off-street parking and loading zones, storage facilities, radio tower and transmission facilities, water towers and sewage pumping facilities.
- d) **Area and yard requirements.** There are no minimum lot sizes or setback requirements within the property to be developed in the PL district; however, the overall site plan must be approved by town council. Any lot created under this PL zoning district must observe the minimum lot frontage of 50 feet.
- e) **Signs.** Sign regulations for the PL district are found in article VI of this chapter.
- f) **Parking requirements.** Parking requirements for the PL district are found in article VII of this chapter.
- g) **Building design and site plan review.** Building design and site plan review for the PL district are as follows:
  - (1)Maximum building height: As approved by town council.
  - (2)Maximum impervious surface area: As approved by town council.
  - (3)See article VIII of this chapter for site plan review requirements.