

**TOWN OF SULLIVAN’S ISLAND  
SOUTH CAROLINA  
PLANNING COMMISSION  
REGULAR MEETING MINUTES  
Wednesday, July 10, 2013**

A regular meeting of the Town of Sullivan’s Island Planning Commission was held at 6:30 p.m., Wednesday, July 10, 2013 in Town Hall at 2050-B Middle Street, all requirements of the Freedom of Information Act having been satisfied. Present were Commission members Anne Osborne Kilpatrick (Vice-Chair); Rusty Bennett, Carlsen Huey, Carl Hubbard, Gary Visser and Manda Poletti Staff members present were Zoning Administrator Henderson, Asst to Administrator Darrow and Building Official Robinson.

**I. Call to Order.** Vice-Chair Kilpatrick called the meeting to order, stated the press and public were duly notified pursuant to state law, welcomed Commissioner Manda Poletti and Zoning Administrator Henderson to their first meeting, noted Commissioner Hal Currey had an excused absence and welcomed Mayor Perkis, Council member Kaynard and three members of the public present.

**II. Approval of Agenda**

Vice-Chair Kilpatrick recommended removing election of Chair from agenda, deferring to August meeting, as Mr. Currey was absent.

**MOTION: Mr. Visser moved to approve the amended July 10, 2013 agenda; seconded by Mr. Hubbard. MOTION UNANIMOUSLY PASSED.**

**III. Approval of Minutes**

**MOTION: Mr. Bennett moved to approve the May 8, 2013 minutes; seconded by Mr. Hubbard. MOTION UNANIMOUSLY PASSED.**

*Note – Planning Commission did not meet in June 2013.*

**IV. Correspondence & General Public Comments - None**

**V. New Business - None**

**VI. Unfinished Business**

**1. Discussion Regarding Potential Multi-family Uses of Certain Historic Buildings and Properties**

This is a continuation of discussion from February 2013 – present  
Commissioner Poletti recused herself from this topic; citing conflict of interest being ownership of a qualifying historic building.

Commission reviewed information provided by Staff in May plus graphic representations of the structures and areas potentially impacted by a use change.

Commission requested Staff sort the provided data to clarify the following:

- (1) Number of structures are already being used multi-family;
- (2) Number of structures that will become eligible for multi-family use that are not already being used as multi-family; and
- (3) Number of structures that could become multi-family in the near future.

Commission briefly discussed various technical options available for this concept (overlay, floating zoning, etc).

*Members of the public were allowed to make comments at this time.*

**Rita Langley, 1618 Middle**

- Lives in old Post Quartermaster property next to Town Hall and the Thompson Avenue warehouse, both eligible for use change under proposed multi-family concept.
- Her family does not support this concept; cited establishment of a multi-family corridor being established in her immediate area; concerned with parking and traffic impact, especially on-street parking, of additional people in the area.
- Changing use and increasing density will change the Island's texture.

Commissioners asked Staff to provide research on the ability for off-street parking on property list and the impact of traffic and on-street parking in the immediate area around properties, plus research on emergency/fire access to the buildings and structures.

Commission instructed Staff to eliminate from consideration the undeveloped properties on the inventory list (ie military batteries, grounds around Fort Moultrie, etc).

Further, Commission requested Staff provide draft ordinance language for their review at the August meeting. When research is complete, Commission will set a public hearing.

**2. Long Term Boat/Leisure Vehicle Parking on Middle Street & Jasper**

Committee continued discussion of long term boat parking on Island roads and rights-of-way. Committee asked Staff for additional research on this topic, to include:

- On-street parking guidelines, required by Town Code, SCDOT or other agencies (i.e. minimum distance between boat and center on roads)
- Parking of varying boat sizes with general safety considerations:
  - Emergency vehicle access
  - Line of site/Visibility for vehicles, golf carts and bicycle at intersections
  - Input from Police and Fire Chiefs (attend August meeting or offer Staff report).
- Quantify documented cases of on-street boat parking violations and complaints.
- Review neighboring municipalities and how they handle boat/leisure vehicle parking issues, if applicable (i.e. Isle of Palms, Folly Beach, etc)

*Commission will review Staff research at August meeting.*

**3. Demolition by Neglect**

Committee picked up discussion of this topic, raised months earlier as a potential item for the Planning Commission to study.

Zoning Administrator Henderson noted that there are two structure types usually associated with the issue of demolition by neglect:

1. Historic properties or those within an historic district
2. Deterioration of other structures – building enforcement issue

Zoning Administrator Henderson noted the Town could codify the treatment of historic structures, but the Town needed to know two pieces of information: (1) Does the Town have an existing problem with structures falling into disrepair? (2) Does the Building Department see construction related issues with properties?

Zoning Administrator Henderson recommended, and Commission concurred, that Town pursues a soft approach to properties showing signs of neglect/disrepair as a first course of action. The Zoning Administrator and Building Official would accomplish this.

**4. Ongoing Town Projects**

- a. **New Town Hall/Police Station** – Building and Construction Committee will meet with consultant Creech & Associates on July 24, 2013 to review space needs/project.
- b. **Sullivan’s Island Elementary School** – Project in-progress (steel bid packets out).
- c. **Accreted Land** – Item is on the Real Estate Committee meeting scheduled for August 2, 2013.

**VII. Next Meeting – (6:30pm) Wednesday, August 14, 2013**

There being no further business, the meeting adjourned at approximately 7:50 pm (Mr. Bennett motioned; Ms. Poletti seconded; unanimously passed).

Respectfully submitted,  
Lisa Darrow  
Asst. to Administrator

Approved at the Wednesday, August 14, 2013 Planning Commission Meeting