

**TOWN OF SULLIVAN'S ISLAND
SOUTH CAROLINA
PLANNING COMMISSION
REGULAR MEETING MINUTES
Wednesday, July 8, 2009**

A regular meeting of the Town of Sullivan's Island Planning Commission was held at 6:30 p.m., Wednesday, July 8, 2009 in Town Council Chambers, 1610 Middle Street all requirements of the Freedom of Information Act having been satisfied. Present were Commission members Chairman Hal Currey, Vice-Chairman John Winchester, Aussie Geer, Nicky Bluestein, Anne Osborne Kilpatrick, Bobby Thompson and Elaine Fowler. Staff: Andy Benke, Town Administrator and Building Official Randy Robinson.

I. Call to Order. Chairman Currey called the meeting to order and stated the press and public were duly notified pursuant to state law.

II. Approval of Agenda.

Requested additions to the agenda:

Mr. Bluestein requested a discussion of an island-wide bicycle route from Breach Inlet to Star of West area.

Ms. Kilpatrick requested a discussion of establishing a volunteer group for the beach related to garbage related to public services,

Chairman Currey noted the Town has a plat approval issue for consideration.

Chairman Currey suggested these three items be included in New Business.

MOTION: Chairman Currey made a motion to approve the agenda; seconded by Mr. Kilpatrick; MOTION UNANIMOUSLY PASSED.

III. Approval of Minutes.

MOTION: Ms. Fowler made a motion to approve the June 10, 2009 regular meeting minutes; seconded by Kilpatrick; MOTION UNANIMOUSLY PASSED.

IV. Correspondence & General Public Comments – None

V. New Business -

A. Discussion regarding island-wide bicycle route (Breach Inlet –Star of West)

Mr. Bluestein indicated he would like to have the Planning Commission make a recommendation to Council supporting a bicycle lane island-wide and requesting Council to study this possibility in coordination with the SC Department of Transportation.

Mr. Winchester recalled this proposal being a part of the Comprehensive Plan referred to Council recently. He expressed general support for a bicycle path, but questioned why this matter would be considered the highest priority by the Planning Commission.

Mr. Winchester and Mr. Thompson questioned the role of the Planning Commission, as a body, in recommending this type of specific action to Council. Mr. Thompson suggested this topic be broached on an individual basis, not as a Planning Commission body, to the Recreation Committee of Council. Mr. Thompson agreed with Mr. Winchester that he thought a bicycle path was explicitly suggested in the Comprehensive Plan.

Ms. Fowler concurred with Mr. Thompson that it would be appropriate for the Commission to ensure the matter of a bicycle path be incorporated, with some explicitness, in the Comprehensive Plan and then members of the Planning Commission, as individual residents, could approach members of Council to advocate for a bicycle path.

Chairman Currey referred to the draft Comprehensive Plan before Council at this time, reciting language from the proposed Transportation Element along with the Needs & Goals. The Commission discussed ways to move forward the concept of a bicycle path within the role of the Planning Commission.

Administrator Benke noted that the Greenway Bicycle Route system connects to Mt. Pleasant and Isle of Palms via Jasper Boulevard/Hwy 703, the two bridges and Ben Sawyer Boulevard causeway. He advised the Planning Commission of the Town's efforts to design bicycle paths in concert with the Town of Mt. Pleasant and Charleston County as part of the Ben Sawyer Bridge rehabilitation project. The improvements to bicycle lanes along the Ben Sawyer Boulevard causeway is estimated to be a \$1.75 million project and based upon funding through half-cent sales taxes it would take approximately three (3) years to raise the funds. He noted that, currently, there is a budget of approximately \$300,000 for design and permitting.

Administrator Benke clarified that there is not a plan, to his knowledge, for a specific bicycle route for residents to traverse island-wide, from Station 32 to Station 9. He did note that the Town often meets with SC Department of Transportation on road issues, such as calming devices, road maintenance and re-striping.

MOTION: Mr. Bluestein made a motion to recommend Town Council re-address bicycle lanes extend from Breach Inlet to the west end of the Island and coordinate with SC Department of Transportation. Motion failed for lack of second.

Mr. Thompson suggested that this matter be submitted as an individual request as he did so with his personal suggestion for an open space land use plan.

After additional discussion, the Commission generally agreed that more specific language in the Comprehensive Plan Needs & Goals may be in order.

MOTION: Mr. Winchester made a motion to add the following language to the Draft Comprehensive Plan, currently before Council, as follows: Add Implementation to Transportation Element, Needs & Goals, #3: "Explore opportunities to extend bicycle path lane from Breach Inlet to western end of Island, coordinating with appropriate state and/or local agencies. (Town Administration; Council; Ongoing);" seconded by Mr. Bluestein. MOTION UNANIMOUSLY PASSED.

Chairman Currey noted he would attend the August 13, 2009 Committees of Council meeting to submit the Planning Commission's recommendation.

B. Volunteer Group for Garbage Related to Public Services

Ms. Kilpatrick noted she regularly sees Commission member Fowler on the beach in the morning cleaning the beach too. Ms. Kilpatrick noted she often observes items on the beach too big to be picked up by volunteer individuals. She suggested there should be a mechanism whereby residents can notify the Town of large items abandoned on the beach so they can be retrieved (i.e. beach chairs, umbrellas, etc).

Ms. Kilpatrick noted that this matter may be more of a resident-group initiative instead of a matter requiring ordinances or official Planning Commission recommendation.

Chairman Currey asked if there is a Committee of Council to whom this matter should be directed. Administrator Benke suggested that residents call Town Hall to report these types of items so the Maintenance Department can pick up them up.

C. Plat approval for properties (not subdivisions; lot line adjustments)

Chairman Currey noted that, in the course of the last month, he received a call from the Town Attorney inquiring about a plat approval for a resurvey of a lot that did not change lot lines. Chairman Currey submitted that the Town's rules require plats to be approved by the Planning Commission then signed by the Planning Chairman.

MOTION: Mr. Thompson made a motion to authorize the Planning Commission chair to approve certain plats that do not incorporate lot line changes without review by the Planning Commission as a whole; seconded by Mr. Bluestein.

Discussion:

Building Official Robinson noted there may be occasions where a resident may need a property re-surveyed and a current plat is needed.

Ms. Fowler noted that some lenders require a recorded resurvey plat. She submitted that there may be occasions where a plat may appear to have similar lines but easements have been added to it or the starting point of the lot description may materially alter the actual lot designation. She suggests that a person with expertise should the plat before approving it. Ms. Fowler noted that some other municipalities have elected to allow for "exempt from subdivision" approval, with a stamp declaring such approval being placed on the plat. She noted that plats that do not reference designations from a starting point at an intersection can be a plat with the correct configuration but incorrectly placed on the lot.

Mr. Winchester asked about the guidelines for approving plats. Ms. Fowler stated that SC law requires a procedure for approving surveys. She noted that the Planning Commission passed general guidelines, approximately one year ago, but the Town needs more specific procedures. Mr. Thompson suggested that, after proper procedures are in place, the Zoning Administrator would be the appropriate person to review and sign plats that do not adjust lot lines.

Call for the question: MOTION FAILED BY UNANIMOUS VOTE

Building Official Robinson noted the Town has a procedure for plats with lot line changes, but not one for plats that are re-surveys not incorporating subdivision or lot line changes. Ms. Fowler noted that the SC Codes call for a Planning Commission to establish procedures

for plat approval. She stressed that the Town needs to ensure that it has a clear procedures and trained staff able to review these plats, incorporating metes and bounds legal descriptions.

Chairman Currey asked Administrator Benke to work with Building Official Robinson and Town Attorney Dodds to establish a procedure that will protect the Town and Planning Commission regarding this process. Ms. Fowler suggested that other municipalities may have good procedures in place that the Town could use as a reference.

VI. Unfinished Business

Mr. Winchester asked about the status of Commission members socializing outside of the meeting. Administrator Benke noted the following regarding Freedom of Information (FOIA) requirements for such meetings: Title 30 of the SC Code and the Attorney General has rendered a number of opinions on his website regarding FOIA matters. He commented that, if the group met in public and did not discuss Commission related matters, such occasions would not present an ethics issue. However, if a majority group of the Commission members met exclusively at a Commission members' house, then such a gathering might suggest an ethics issue. In other words, if the group meet in public and do not discuss Planning business, Administrator Benke suggested this should not pose a problem.

The Planning Commission received reports on the following ongoing projects:

A. Master Community Commercial District Plan

- Public meeting on matter has been placed on hold pending decisions from SC Department of Transportation regarding parking options proposed by the consultant (Urban Edge Studio).
- The Mayor, some Council members and Staff members will meet on July 15, 2009 with SC Department of Transportation and Urban Edge Studio to discuss the concept of reverse angle parking.

B. Accreted Land Management Plan

- Special Council Meeting/Public Form:
 - 6:00PM Tuesday, August 4, 2009 at Church of Holy Cross Episcopal (Great Room), 2520 Middle Street

C. 2008 Sullivan's Island Comprehensive Plan – Status update

Chairman Currey

- Council will review the draft Comprehensive Plan at the Council meeting on July 13, 2009. Chairman Currey noted he would attend this meeting to present the Commission's recommendation tonight regarding the bicycle path.

There being no further business, the meeting was adjourned at approximately 8:00 p.m. (Mr. Winchester motioned; Ms. Kilpatrick seconded).

Respectfully submitted,
Lisa Darrow
Asst. to Administrator

Approved at the Wednesday, August 12, 2009 Regular Planning Commission Meeting