

**TOWN OF SULLIVAN'S ISLAND
SOUTH CAROLINA
PLANNING COMMISSION
REGULAR MEETING MINUTES
Wednesday, August 8, 2012**

A regular meeting of the Town of Sullivan's Island Planning Commission was held at 6:30 p.m., Wednesday, August 8, 2012 in Town Hall at 2050-B Middle Street, all requirements of the Freedom of Information Act having been satisfied. Present were Commission members Vice-Chair Elaine Fowler, Aussie Geer, Carlsen Huey, Anne Osborne Kilpatrick and Gary Visser; Staff member Asst. to Administrator Darrow.

I. Call to Order. Vice-Chair Fowler called the meeting to order, stated the press and public were duly notified pursuant to state law and noted that Commissioners Clark and Currey had excused absences (quorum present). Building Official Robinson was absent from the meeting.

II. Approval of Agenda

MOTION: Ms. Kilpatrick made a motion to approve the August 8, 2012 agenda; seconded by Ms. Geer. MOTION UNANIMOUSLY PASSED.

III. Approval of Minutes

MOTION: Ms. Geer made a motion to approve the July 11, 2012 minutes; seconded by Mr. Visser. MOTION UNANIMOUSLY PASSED.

IV. Correspondence & General Public Comments –

Correspondence: Commission was provided a memorandum from Town Council wherein Council, at its August 5, 2012 meeting/workshop, asked the Commission to review a request from resident Clydie DeBrux to consider review of Section 21-139 (B) regarding fencing (**Exhibit A**).

Commission decided to place Section 21-139 (B), regarding fencing, on the September agenda for preliminary discussion only. Commission expressed interest in hearing feedback from the Design Review Board on the issue of metal fences, specifically, and fencing materials in general, and, a short Staff report on neighboring municipality fencing guidelines, particularly for historic district areas.

V. New Business

A. Five Year Review of Comprehensive Plan: Additional Review of Transportation Element, Needs & Goals

Transportation

Staff provided additional information regarding traffic counts (Memorandum, Exhibit B). Asst. to Administrator highlighted that SCDOT takes one count per year so they cannot provide seasonal comparisons for the Town. She noted that neighboring municipalities have coordinated with BCD-COG and funded traffic counters on the Mount Pleasant side of the Ben Sawyer Causeway, the Isle of Palms Connector and on the Isle of Palms side of the Breach Inlet Bridge.

Commission discussed the value of transportation data. Staff noted that county-wide legislators use this data when making decisions about road improvement project priority lists. Some local uses for transportation data could include: quantifying traffic during summer holiday weekends, potential visitor impact in certain areas of the Town, help identify patrol officer strength support for the summer, etc.

Commission reviewed the Transportation Element Report (Exhibit C), compiled from data and Needs & Goals identified and discussed at the July meeting.

MOTION: Ms. Kilpatrick made a motion to approve the Transportation Element Report (Exhibit C) and information in the Staff Memorandum (Exhibit B) as a report to Council regarding the Transportation Element, Needs & Goals in the Town's Comprehensive Plan; seconded by Ms. Geer. MOTION UNANIMOUSLY PASSED.

B. Five Year Review of Comprehensive Plan: Initial Review of Housing Element, Needs & Goals

Housing

Commission reviewed preliminary Staff report regarding Housing data taken from the 2010 US Census (Exhibit D). Commission and Asst. to Administrator Darrow discussed the data, noting apparent inaccuracies in the information. Asst. to Administrator Darrow went through the methodology used for Census data collection, noting that Census housing data is a snapshot of self-reported resident housing circumstances on a given day in 2010. She noted agencies, such as BCD-COG, collect additional data points beyond 2010 to establish housing trends. Since housing data and trends is very popular, agencies project trends relatively soon after the decennial Census (usually by 2013 or 2014). Meanwhile, Asst. to Administrator reported the 2010 Census housing data to Commission in this preliminary report as previous Census results were relied upon for the Housing Element from 2008 Comprehensive Plan.

Commission discussed the pitfalls of relying upon inaccurate data as a basis for setting Town Needs & Goals. Commission asked Staff to begin gathering data from additional sources, such as: (1) BCD-COG trends (if available); (2) County Tax Assessor's Office (breakdown of houses with 6% and 4% property tax assessment); (3) Internal Building Department (number of residences and new construction for past 3 years); (4) Age of property and whether it is on the Town's historic preservation list, plus, pull down date of buildings through GIS; (5) number and location of properties in Community Commercial District where apartments may be placed over businesses.

Commission reviewed Needs & Goals outlined in the Housing Element in the 2008 Comprehensive Plan. Commission discussed affordable housing for some time, brainstorming ideas. Commission made no recommendations for additions or changes to the 2008 Housing Needs & Goals.

Commission agreed to conduct initial review of Priority Investment at the September meeting.

C. Section 21-20 B(6) Conditional Uses in Residential District – Discussion

In the absence of Building Official Robinson, the Commission decided to defer discussion of Section 21-20 B (6) until the September meeting. Vice-Chair Fowler did note she reviewed this section of the zoning ordinance and commented that typically in other zoning ordinances, conditional approval is required. She asked if the Town could require Board of Zoning Appeals approval for conditional uses. Commission agreed it would be helpful for Building Official Robinson to request feedback from the Design Review Board on this ordinance. Commission asked Asst. to Administrator to review and report on how neighboring municipalities deal with conditional uses.

VI. Old Business –

Ongoing Town Projects – Status & Staff Report

Staff reported:

- Stith Park Tennis/Basketball Court Project – currently being demolished and scheduled for completion in mid/late November;
- Municipal Facilities/Town Hall & Police Station – public meeting scheduled at 6:00p.m. on Tuesday, September 11, 2012;

VII. Next Meeting – (6:30p.m.) Wednesday, September 12, 2012

Ms. Kilpatrick asked Staff to bring forward in September, for discussion, ordinance language regarding parking or storage of boats on public roads, such as Middle Street and Jasper Boulevard.

Commission will conduct initial review of the following elements at the September meeting: Priority Investment, Natural Resources (OCRM/DHEC guest scheduled to attend), discussion of Section 21-20 B (6) Conditional Uses in Residential District, and Section 21-139 (B)(2) Fences, and, discussion of ordinance language regarding boat parking/storage along public roads.

Vice-Chair Fowler noted that tonight would be Aussie Geer's last evening on the Commission. She and fellow Commissioners thanked Ms. Geer for her service with applause all around.

There being no further business, the meeting was adjourned at approximately 8:05 pm (Mr. Kilpatrick motioned; Ms. Geer seconded; unanimously passed).

Respectfully submitted,
Lisa Darrow
Asst. to Administrator

Approved at the Wednesday, October 10, 2012 Planning Commission Meeting