

TOWN OF SULLIVAN'S ISLAND
SOUTH CAROLINA
PLANNING COMMISSION
REGULAR MEETING MINUTES
Wednesday, November 9, 2011

A regular meeting of the Town of Sullivan's Island Planning Commission was held at 6:30 p.m., Wednesday, November 9, 2011 in Town Hall at 2050-B Middle Street, all requirements of the Freedom of Information Act having been satisfied. Present were Commission members Chairman Hal Currey, Aussie Geer, Gary Visser, Anne Osborne Kilpatrick, Chauncey Clark and Elaine Fowler; Asst to Administrator Darrow and Building Official Robinson.

I. Call to Order. Chairman Currey called the meeting to order, stated the press and public were duly notified pursuant to state law, and noted Vice-Chairman Winchester had an excused absence. He also welcomed Councilmen Kaynard and O'Neil (arrived 6:45p.m.). Chairman Currey asked Commission to consider moving up report on Accreted Land Management Plan project, to allow for an update by Councilman Pat O'Neil when he arrives at tonight's meeting.

II. Approval of Agenda

MOTION: Ms. Geer made a motion to approve the agenda, noting a report on the Accreted Land Management Plan project would be moved up for immediate consideration when Councilman O'Neil arrived; seconded by Ms. Kilpatrick; MOTION UNANIMOUSLY PASSED.

III. Approval of Minutes.

MOTION: Ms. Fowler made a motion to approve the October 12, 2011 Planning Commission minutes as presented; seconded by Ms. Kilpatrick. MOTION UNANIMOUSLY PASSED.

IV. Correspondence & General Public Comments - None

V. New Business - None

VI. Old Business

A. 2012 Meeting Calendar

MOTION: Ms. Kilpatrick made a motion to approve the 2012 meeting calendar as presented; seconded by Mr. Clark; seconded. MOTION UNANIMOUSLY PASSED.

B. Review of Zoning Ordinance Issues: Sections 12-12, 17-9 and 17-10

Review of Sections 17 and 21 of Town Codes – Planning Commission

Commission continued discussion of Sections 17-5 (Planning Commission: Officers of commission; meetings; records) and Section 21-12 (Zoning: Lot size, dimension, use location, calculating and measuring areas).

Ms. Kilpatrick queried, and the Commission discussed, the rationale behind restrictions in Section 21-12A(2), Zoning, against the combination of lots that would increase lot sizes. Building Official Robinson explained the language was developed to prevent property owners from combining two 0.75 acre lots into one 1.5 acre lot, and then later subdividing the property into three lots at 0.5 acres. This language is an effort to keep density static on the Island.

Thereafter, Commission reviewed draft amendments to Section 17-5 (Planning Commission: Officers of commission; meetings; records) and Section 21-12 (Zoning: Lot size, dimension, use location, calculating and measuring areas). Ms. Fowler prepared these draft amendments based upon Commission's discussion at its last meeting; however, she noted a couple of scrivener errors (documents attached as Exhibit A).

Commission discussed Section 21-12 A (3), relating to lot depth and width. Mr. Clarke asked about this language and Section 21-12 A (4), "lots shall be generally rectangular in shape," in relation to flag lots. Chairman Currey suggested that flag lots could be addressed by creating a percentage ratio for lot depth and width. Commission discussed the intent of Section 21-12 and whether it should consider re-wording Section 21-12 (A) (3). Chairman Currey pointed out the Commission is discussing Section 21-12 because it is considering options where it would be appropriate to allow the Commission to make de minimis changes in plat/subdivision approval instead of referring all minor deviations to the Board of Zoning Appeals.

Councilman Kaynard noted that the Town owns parcels of land and may or may not wish to subdivide it in a future sale. Commission talked about the option of incorporating exceptions to Section 21-12 A (2) for Town properties. Councilman O'Neil, who came late to the meeting, missed the discussion about combining lots and asked the same question posed by Ms. Kilpatrick. Commission discussed DHEC water and sewer tap capacity. Mr. Visser commented he had heard reports that the Town may be approaching DHEC capacity for water/sewer service with the existing facility. Councilman Mr. Kaynard stated he served on the Council's Water & Sewer Committee and noted that all lots on the Island are already platted against tap capacity. Councilman Kaynard noted that the permitted flow, licensed under a plan with DHEC, is different than the actual flow (Town believes it has sufficient capacity under actual flow). The permitted flow is a variable number based upon the percentage of full-time resident usage. The Town is different from many other municipalities because it has a number of second home owners who intermittently place demands on the Town's water/sewer systems. Councilman Kaynard noted that the topic is a "murky" subject, and most municipalities are reluctant to open themselves to scrutiny from DHEC.

Chairman Currey returned discussion to central question: does the Town want to increase the number of lots and houses on the Island?

Commission discussed practical circumstances where existing lots could be combined and then re-subdivided to increase capacity. Building Official Robinson said he could do some research to gather estimates.

Councilman Kaynard submitted it would be difficult to anticipate all situations where a lot subdivision could occur. Councilman O'Neil noted the Town has a few parcels big enough

to subdivide into ½ acre lots and build a number of houses. Commission discussed church sites currently zoned R-1, single family residential, that could theoretically become multiple ½ acre residential lots (ie Sunrise Presbyterian, Church of Holy Cross and Sullivan’s Island Baptist).

After continued discussion, the Commission decided to defer action on draft amendments to Section 21-12 (Exhibit A). Commission will continue discussion of Section 21-12 at its December meeting and directed Building Official Robinson to gather research to assist Commission in its discussion of the following items:

Questions for consideration:

1. ½ acre lots – will this be an absolute size for future Island lots or can lots be bigger?
2. Modify language regarding “general rectangular shape” of lots?
3. Lot frontage minimums
4. Flag lot language restrictions
5. Lift density cap established through Section 21-12 A(2)?
6. Allow or restrict combination of lots?
7. How and where should Neighborhood Compatibility factor into this section?

C. Ongoing Town Projects – Status and Staff Report

1. Accreted Land Management Plan

Councilman O’Neil, Chair of Real Estate Committee of Council, provided a brief update on the Accreted Land Management Plan project:

- Council Workshop was held Friday, November 4, 2011 to review draft Protected Land Management Plan;
- Real Estate Committee will meet at 2:00 p.m. at Town Hall to review edits made by Council on November 4, 2011 to draft Plan;
- Draft document will be accessible on Town website.
- A process for Plan implementation needs to be considered. Currently Town is following up on other logistical considerations (i.e. legal variables for any cutting processes; sequencing of any activity; funding).

2. **Community Commercial District:** Ordinance related to CC Overlay Districts #1 and #2 passed Council first reading and second reading consideration is scheduled for November 15, 2011.

3. **Sullivan’s Island Elementary School:** Councilman Kaynard noted that Council signed a lease with CCSD in October and received a citizen petition for referendum on the school issue, which is under legal review. Council will discuss the petition at the November 15, 2011 Council meeting.

VII. Next Meeting – 6:30PM, Wednesday, December 14, 2011

There being no further business, the meeting was adjourned at approximately 7:52 pm (Ms. Kilpatrick motioned; Mr. Visser seconded; unanimously passed).

Respectfully submitted,
Lisa Darrow, Asst. to Administrator

Approved at the Wednesday, December 14, 2011 Planning Commission Meeting

November 9, 2011 Planning Commission Meeting Minutes – Exhibit A

Proposed Amendments to Section 17, Planning Commission, of Town of Sullivan’s Island Code of Ordinances

Sec. 17-5. Officers of commission; meetings; records.

The commission shall organize by electing one (1) of its members as ~~chairman~~chair and one (1) ~~as secretary~~member to serve as vice-chair. The terms of these officers shall be for one (1) year each, but they may be elected to serve successive terms. The commission shall also designate a person to serve as secretary, who need not be a member of the commission, but may be a staff person employed by the Town. The commission shall meet at the call of the chair or of any three (3) members. It shall adopt rules for the transaction of business and shall keep a record of its transactions, findings and determinations. Records shall be open to the public. (9-16-74, S5)

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November 9, 2011 Planning Commission Meeting Minutes – Exhibit A

Proposed Amendments to Section 12-12, Zoning, of Town of Sullivan’s Island Code of Ordinances

Sec. 21-12. Lot subdivision ~~{ete ...}~~, use location and calculation and measurement of areas.

A. Lot subdivision.

Except as otherwise provided in Section 21-49, lots may not be subdivided in any matter that would:

(a1) ~~create~~Create an additional lot or eliminate an existing lot;

(b2) ~~reduce~~Reduce the size of a lot below ~~½~~one-half (½) acre; or, if the existing lot is smaller than ~~½~~one-half (½) acre, diminish the ~~lot~~ size ~~shall not be diminished~~of the existing lot; or.

(e3) ~~reduce~~Reduce the street frontage of any lot to less than fifty feet (50’).