

**TOWN OF SULLIVAN'S ISLAND
SOUTH CAROLINA
PLANNING COMMISSION
REGULAR MEETING MINUTES
Wednesday, February 13, 2013**

A regular meeting of the Town of Sullivan's Island Planning Commission was held at 6:30 p.m., Wednesday, February 13, 2013 in Town Hall at 2050-B Middle Street, all requirements of the Freedom of Information Act having been satisfied. Present were Commission members Chauncey Clark, Chair, Anne Osborne Kilpatrick, Vice-Chair, Rusty Bennett, Hal Currey, Carlsen Huey and Gary Visser; Staff members Asst. to Administrator Darrow and Building Official/Acting Zoning Administrator Robinson.

I. Call to Order. Chair Clark called the meeting to order, stated the press and public were duly notified pursuant to state law and welcomed Council members Jerry Kaynard and Pat O'Neil to the meeting.

II. Approval of Agenda

MOTION: Mr. Huey made a motion to approve the February 13, 2013 agenda; seconded by Mr. Bennett. MOTION UNANIMOUSLY PASSED.

III. Approval of Minutes

MOTION: Mr. Currey made a motion to approve the January 9, 2013 meeting minutes; seconded by Mr. Visser. MOTION UNANIMOUSLY PASSED.

IV. Correspondence & General Public Comments – None

V. New Business

**1. Five Year Comprehensive Plan Action Items: Discussion
Planning Commission 2013 Potential Project List**

a. Island-wide Parking

- Staff advised Commission that a number of questions remain regarding the concept of paid parking;
- Commission will request Streets and Maintenance Committee Chair McGee and Administrator Benke come to a future meeting to update Commission on this topic;
- Vice-Chair Kilpatrick suggested addition of Island-wide parking as it relates to golf carts.

b. Beautification/Landscaping

- Ben Sawyer Boulevard entrance to Town beautification discussed.

c. Underground Electrical Line Installation

- Commission discussed value of encouraging expansion of underground electrical line installation, particularly along the Ben Sawyer causeway and Town entrance.

d. Mosquito Abatement

- Commission discussed the need for community outreach to educate residents on ways to reduce mosquitoes and encourage residents to communicate mosquito issues to Charleston County. The County conducts mosquito spraying and particularly requested residents call/notify them of mosquito problems (to increase spraying opportunities on the Island and document outbreak trends).

e. Bird Habitats – deferred to March (per Hal Currey)

f. Island Access – Bikes and Pedestrians

- Commissioner Huey distributed a color map with a bicycle route/boardwalk diagram. Commission discussed value of establishing a bicycle trail from the Ben Sawyer entrance of Town along the rear of Stith Park, to encourage bicyclists to avoid Middle Street, particularly the congested Commercial District area.
- Commission discussed value in encouraging another application for National Bicycle Friendly Designation with the League of American Bicycles.

Commission will carry these work projects forward on future meeting agendas.

2. Former Town Hall Site (1610 Middle Street): Discussion

Commission discussed former Town Hall site (1610 Middle Street), a large, historic structure, zoned RS-1 single family, that is oversized for its current lot. Commission discussed the pros and cons of allowing 1610 Middle Street and other similar historic structures in this area of Middle Street to be rezoned multi-family (MF), perhaps by creating a special overlay district. Some of the neighboring properties with similar historic structures include 1618 Middle (two units), 1514 Middle (formerly MF, now RS-1), 1504 Middle (4 units MF through variance) and 1454 Middle (formerly theater, zoned RS-1). Commission noted other large, historic structures in the area include 1604 Thompson Street, the warehouse behind the old Town Hall, and 1714 Middle Street, the old PX.

Commonalities among the unusual historic structures include:

- 1.) Historically contributing;
- 2.) Structure is too large for the lot;
- 3.) May or may not already be “grandfathered” or receiving variance for MF.

Commission took no specific action on this matter, deferring it to the March meeting to allow staff to gather additional information: Building Official Robinson to gather list of other historic properties on the Island with a similar configuration to 1610 Middle Street and Town Attorney to review options.

VI. Unfinished Business

- 1. Five (5) Year Review of Town Comprehensive Plan – Review Elements, Needs & Goals (2008 Plan)**

A. Final Review – Community Facilities Element, Needs & Goals

Commission reviewed the final draft Community Facilities document that blended information provided last month by Staff and Mr. Visser after his meeting with Water/Sewer Manager Gress.

Asst. to Administrator Darrow will synthesize the amendments to the Elements, Needs and Goals the Commission reviewed. Commission will review this document in March for any additional changes. Thereafter, Commission will hold a public hearing to present the Commission’s findings and gather public input. After the public hearing/meeting, the report and findings will be forwarded to Council.

B. Long Term Boat/Leisure Vehicle Parking on Middle Street & Jasper Boulevard – Deferred to March

C. Demolition by Neglect

Commission continues to defer topic pending hire of a new Town Zoning Administrator.

D. Ongoing Town Projects – Status & Staff Report

Staff reported:

- Municipal Facilities/Town Hall & Police Station – RFQ for Architectural Services released February 1, 2013 with submittal deadline on March 8, 2013.
- Zoning Administrator – Selection Committee (Staff members Administrator Benke, Asst. to Administrator Darrow, Building Official Robinson and Comptroller Blanton) will interview 9 finalists the first week of March.

VII. Next Meeting – (6:30pm) Wednesday, March 13, 2013

Items to be included on the March agenda (Old Business):

- a. 2013 Comprehensive Plan Report
- b. 1610 Middle Street – Old Town Hall
- c. Long Term parking of boats & leisure vehicles on Middle Street
- d. Demolition by Neglect (show on agenda as “deferred”)
- e. Planning Commission 2013 Work Projects

There being no further business, the meeting adjourned at approximately 8:02pm (Mr. Currey motioned; Mr. Visser seconded; unanimously passed).

Respectfully submitted,
Lisa Darrow
Asst. to Administrator

Approved at the Wednesday, March 13, 2013 Planning Commission Meeting