

**TOWN OF SULLIVAN'S ISLAND
SOUTH CAROLINA
PLANNING COMMISSION
REGULAR MEETING MINUTES
Wednesday, March 14, 2012**

A regular meeting of the Town of Sullivan's Island Planning Commission was held at 6:30 p.m., Wednesday, March 14, 2012 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, Elaine Fowler, Vice-Chair, Anne Osborne Kilpatrick and Gary Visser; Asst. to Administrator Darrow and Building Official Robinson.

I. Call to Order. Chairman Clark called the meeting to order, stated the press and public were duly notified pursuant to state law and welcomed Councilman Jerry Kaynard in the audience. He noted Hal Currey and Aussie Geer had excused absences (John Winchester resigned March 5, 2012) but a quorum of the Commission was present.

II. Approval of Agenda

MOTION: Ms. Kilpatrick made a motion to approve the March 14, 2012 agenda; seconded by Ms. Fowler. MOTION UNANIMOUSLY PASSED.

III. Approval of Minutes.

MOTION: Ms. Fowler made a motion to approve the February 8, 2012 minutes as presented; seconded by Ms. Kilpatrick. MOTION UNANIMOUSLY PASSED.

IV. Correspondence & General Public Comments - None

V. New Business

A. Plat Approval Request: 2650 Goldbug Avenue (TMS # 529-07-00-011)

Chairman Clark noted that this plat request was originally made for the February meeting, but the application packet was incomplete and not ready for Commission consideration due to pending deed information requested of the application by Town Attorney Dodds.

Building Official Robinson reported that Town Attorney Dodds has reviewed the applicant Plat and deed, plus reviewed the neighboring property deed to clarify potential ownership conflict with property owners across the street.

*John Wade, Wade Surveying
Owner representative*

Mr. Wade reported he has been retained by the owner to survey the property and get an instrument recorded at the County RMC for legal purposes. At Commissioners' inquiry,

he represented that this request, to the best of his knowledge, is not part of a real estate transaction.

Commission, Staff and Mr. Wade reviewed the Plat plus copies of two deeds and older neighborhood surveys Mr. Wade provided this evening (Building Official Robinson obtained copies for Town reference/records).

Commission, Staff and Mr. Wade discussed potential Town ownership of a small trapezoidal portion of land lying adjacent to the lot, with the unanswered question of whether some or all of that land might be inadvertently included in this survey. If not, the question was raised whether the owner would seek a Quit Claim deed of this land portion from the Town; however, Mr. Wade was not familiar with any intention from the owner to pursue such action.

Commissioners Fowler and Clark expressed concern that they wanted a formal reading and written statement from Town Attorney Dodd on this Plat and also expressed concern as to whether the Planning Commission had the authority to change lot lines, due to pending Ordinance 2012-2 (currently before Council for second reading at its March 20, 2012 meeting) that should clarify that question.

MOTION: Ms. Fowler made a motion to table approval of 2650 Goldbug Avenue pending Town Attorney final written approval of this Plat and clarification Commission has authority, at this time, to approve lot line adjustments on Plats; seconded by Ms. Kilpatrick.

Discussion:

Commission spoke about the trapezoidal portion of Town land and the Quit Claim deed of it to the owner in the future; however, Commission determined it was Council's role to make a decision on the future of that small parcel of land.

Call for the Question: MOTION UNANIMOUSLY PASSED.

Mr. Wade noted he would consult with the property owner, potentially make modifications to the Plat and bring back to the Town as soon as possible, perhaps for Staff Approval. Commissioners noted the Plat would be on the Planning Commission's April agenda for consideration.

Mr. Wade left the meeting at this time.

Ms. Fowler expressed concern that the provided deed's legal description has dimensions that do not match the proposed survey. The Commission reaffirmed its decision to require a report and letter from Town Attorney Dodds approving this Plat before the Commission would make a final determination on it.

B. Five Year Review of Comprehensive Plan–Status Report & Work Plan

Chairman Clark referenced a report provided by Staff on the status of earlier Commission review (in 2010) of the Comprehensive Plan Needs & Goals. He noted that State guidelines call for a five-year review of the Comprehensive Plan, which for Sullivan's Island would be due by the end of 2013. Commission discussed the value of breaking

down the nine (9) Comprehensive Plan Elements to review for factual changes in the Element text and additional recommendations in the respective Needs & Goals. The objective would be for the Commission to identify aspirational goals and concepts, past Town accomplishments and future considerations.

Commission decided to review one Element each month over the next year. In April the Commission will consider the **Economic Element plus its Needs & Goals**. Town Staff will seek to obtain updated data for the Element and the Commission will look at changes to the Needs & Goals (using overhead projector for on-the-spot modifications).

VI. Old Business

Before reports were given to the Commission on ongoing Town projects, Commission members inquired about the status of the 1602 Thompson Avenue historic warehouse and dock. Councilman Kaynard clarified that the dock and warehouse are currently up for auction by the State Budget & Control Board, and bid deadline is Wednesday, March 21, 2012.

Commissioners discussed the value of the historic property, asserting the Town should acquire the unique property for historic preservation and future public use.

MOTION: Ms. Kilpatrick made a motion to recommend to Town Council that the Town pursue acquisition of 1602 Thompson Avenue for preservation and public use in furtherance of the Needs & Goals outlined in the 2008 Sullivan’s Island Comprehensive Plans, specifically the following under Government Facilities (page 13 and 14 of 101):

Goal: (2) “Continue to assess Town-owned property, determining parcels for sale, exchange or for use as passive parks or natural areas, consistent with acceptable growth and the ability of the Town to maintain and support such growth.”

Implementation: “Continue assessment of real estate for potential use, exchange or sale for the best interest of the Town (Town Council; Town Administration; Ongoing).”

Seconded by Mr. Visser

Discussion:

Building Official Robinson clarified, at Mr. Visser’s inquiry, that the Town would not require a rezoning to use 1602 Thompson Avenue for municipal purposes as government use is allowed in the Zoning ordinance.

Call for the question: MOTION UNANIMOUSLY PASSED

A. Ongoing Town Projects – Status and Staff Report

1. **Accreted Land Management Plan** – Council continues to draft plan details. Current draft version 3A is available for public review.

2. **Community Commercial District:** Ordinance related to CC Overlay Districts #1 and #2 (Ord 2011-6) was amended by Council during second reading on December 13, 2011, received third reading on February 21, 2012 and should be considered for ratification at the March 20, 2012 Council meeting.
3. **Sullivan's Island Elementary School:** CCSD continues to make conceptual modifications to the proposed new school. A CCSD Community Workshop is scheduled for 6:00PM tomorrow, Thursday, March 15, 2012 at Sunrise Presbyterian Church (3222 Middle Street). Additionally, the Building & Construction Committee of Council has been holding a series of weekly public workshops with CCSD representatives on the design features for the building. The last meeting in this series will be at 4:00PM on Tuesday, March 20, 2012 at Town Hall.
4. **Zoning Administrator:** Councilman Kaynard reported, as Chairman of the Personnel Committee, that his Committee and the Building & Construction Committee have recommended to Council that the Town proceed with filling the Zoning Administrator position. The Personnel Committee, in the near future, will finalize the job description and hours of service. Councilman Kaynard invited the Commission to offer opinions on the position, specifically whether Commissioners recommended it be filled as a full-time or part-time position.
5. **Town Hall & Police Facilities:** Councilman Kaynard reported that Town consultants made a presentation to Council at its March 10, 2012 retreat on various options for Town Hall and the Police Department. Options included rehabilitating and reusing current facilities (1610 Middle Street), consolidating Police and Fire into a Public Safety Building at 2050 Middle Street and consolidating all Town facilities in one location around 2050 Middle Street. He noted that Council received the consultant presentation on March 10, 2012 but has not had the opportunity to discuss it in detail.

VII. Next Meeting – (6:30p.m.) Wednesday, April 11, 2012

It was noted Asst to Administrator will be absent from the April meeting.

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

Respectfully submitted,
Lisa Darrow
Asst. to Administrator

Approved at the Wednesday, April 11, 2012 Planning Commission Meeting

March 14, 2012 Planning Commission Meeting

2650 Goldbug Plat – Provided by Wade Surveying to Planning Commission

