

**TOWN OF SULLIVAN'S ISLAND
SOUTH CAROLINA
PLANNING COMMISSION
REGULAR MEETING MINUTES
Wednesday, June 9, 2010**

A regular meeting of the Town of Sullivan's Island Planning Commission was held at 6:30 p.m., Wednesday, June 9, 2010 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, Aussie Geer, Nicky Bluestein and Anne Osborne Kilpatrick; Asst to Administrator Darrow and Building Official Robinson.

I. Call to Order. Chairman Currey called the meeting to order, noted Commission members John Winchester, Elaine Fowler and Bobby Thompson had excused absences, and stated the press and public were duly notified pursuant to state law.

II. Approval of Agenda.

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

III. Approval of Minutes.

Commission reviewed the May 12, 2010 Planning Commission minutes. The following changes were recommended: page 4 regarding police department regarding consolidated services. Ms. Geer recommended the clause be revised, for clarity, to read:

“Consolidated services- Chief Howard discussed the long-range possibility of a County-wide Force concept: Charleston County could be composed of precincts of which Sullivan's Island, Mt. Pleasant and Isle of Palms police would be a part, working under the command of one Charleston district superintendent.”

MOTION: Ms. Geer made a motion to approve the May 12, 2010 minutes incorporating the aforementioned revised language on page 4 (police department consolidated services); seconded by Mr. Bluestein; MOTION UNANIMOUSLY PASSED.

IV. Correspondence & General Public Comments – None

V. New Business

A. Comprehensive Plan – Action Items from May Meeting, Commission Members' Report – None

**B. Comprehensive Plan – Implementation Review
Land Use Needs & Goals**

Discussion that arose during review of Land Use Needs & Goals (**Exhibit A**):

Needs & Goals #2 – Protect and preserve the integrity of the historic elements of the Island.

- Certified Local Government designation will complement Design Review Board's efforts in protecting historic structures.
- Discussed last review of Island by Schneider consulting services:
 - 1987 original historical property survey completed;

- 2007-2008 review of specific list of Island properties and windshield survey of the balance of the Island;
- Design Review Board added a group of properties from the 2007-2008 Schneider survey to the historic list.
- Commission discussed value of Schneider re-evaluating Island again.
- Mr. Bluestein stressed his previous recommendation for renewed efforts at historic preservation and advocated Design Review Board members get certified through the SC Historic Preservation Office.

Commission discussed demolition by neglect, citing the City of Beaufort's policy on this matter. Building Official Robinson noted that Beaufort has a livability court that would hear these matters, noting that the defendant would need to prove he/she cannot afford to repair the home then the judge would allow the City to repair the home and establish a lien against the property. Building Official Robinson noted that this process requires a commitment of municipal funding and appropriate staff. Chairman Currey asked Staff to obtain the demolition by neglect policies for the City of Beaufort and City of Charleston.

Commission then returned to the topic of the Schneider re-survey of historic properties.

- In July Commission will discuss the cost/benefit of Schneider consulting returning to the Island to conduct another historic property review with the goal of offering a recommendation to Town Council in August. Chairman Currey asked the Commissioners to organize their thoughts and comments for discussion during July Planning Commission meeting.
- Ms. Geer submitted that ordinances can help preserve the integrity of houses on the Island through Island-traditional and/or neighborhood compatibility design standards.
- Chairman Currey noted that in August the Commission will review the Land Use Needs & Goals Element again, particularly items 2, 3, 4 and 6.

Ms. Kilpatrick noted she would not be at the July meeting but would send in her written comments.

VI. Unfinished Business

A. Accreted Land Management Plan Consultant Services – Status Update

B. Master Community Commercial District Plan

Chairman Currey referred Commission to a written report from Administrator Benke, dated June 9, 2010, updating Commission on these two projects (**Exhibit B**).

C. Request from Council: Community Commercial District Assignments

Chairman Currey reported that he spoke with Administrator Benke regarding this assignment and the need for a consultant/planner to provide the Planning Commission education on overlay districts, in general, and the process for developing one. Chairman Currey noted that the Commission will need, besides some education on overlay districts, to develop good maps and visuals to help educate the general public on overlay district aspects. He would like to have a consultant come and speak about overlay districts at the July meeting.

VII. Next Meeting – 6:30PM, Wednesday, July 14, 2010

There being no further business, the meeting was adjourned at approximately 7:20 p.m. (Ms. Kilpatrick motioned; Ms. Geer seconded; unanimously passed).

Respectfully submitted,
Lisa Darrow, Asst. to Administrator

Approved at the Wednesday, July 14, 2010 Planning Commission Meeting

LAND USE

The following is a list of policies and strategies to use in the implementation of the comprehensive plan. The vision of the Island is to preserve the Island in its current state. The residents enjoy the Island and have chosen it as a place to live because of its character. Future buildings on Sullivan's Island need to respect this character and work towards enhancing and preserving this character rather than detracting from it. Four major elements have been identified that describe the Island's character. These elements are: its informality, the openness of the landscape, the residential and family-oriented scale and nature, and the small commercial area serving as a community focus on the center of the Island.

NEEDS AND GOALS:

1. Preserve the single-family residential character of the Island.

(LU.1.A.) Implementation:

Keep housing density low through maintaining half-acre lot sizes and other regulations.
(Town Council; Planning Commission; Ongoing)

(LU.1.B.) Implementation:

Continue to prohibit multifamily development.
(Town Council; Planning Commission; Ongoing)

(LU.1.C.) Implementation:

Continue to control the short-term vacation rental market.
(Town Council; town Administration; Ongoing)

2. Protect and preserve the integrity of the historic elements of the Island.

(LU.2.A.) Implementation:

Continue to support Design Review Board oversight of the historic overlay districts, other historic structures and, through Town ordinances, protect historic properties on the Island.
(Town Council; Town Administration; Design Review Board)

(LU.2.B.) Implementation:

Encourage research and documentation of historic structures and pursue National Historic Designation when appropriate. (Town Administration; Ongoing)

3. Preserve and maintain the eclectic nature of the Island architecture.

(LU.3.A.) Implementation: Continue to implement policies and encourage building options that prevent demolition of structures that contribute to the historic fabric and eclectic sense of place. (Town Council; Town Administration; Design Review Board)

(LU.3.B.) Implementation: Encourage training and certification of board members and staff involved with historic review. (Town Council; Town Administration; Ongoing)

(LU.3.C.) Implementation: Explore advantages of tax incentives in historic preservation efforts. (Town Council; Town Administration)

(LU.3.D.) Implementation: Review the demolition criteria used by the Design Review Board to ensure homes being demolished are not contributory to the eclectic nature of the Island, specifically as to size, era and styles of home, including homes not currently protected by historic designation. (Town Council; Town Administration; Design Review Board)

4. Balance the viability of the commercial district with the residential nature of the Island.

(LU.4.A.) Implementation: Support the implementation of a Master Community Commercial District Plan that addresses concerns such as on-street parking, street trees, design, landscaping, site placement of structures and parking. (Town Council; Town Administration; Planning Commission; Ongoing)

5. Discourage loss of historic commercial structures not located within the commercial district due to inability to use the structures because of zoning restrictions and maintenance requirements.

(LU.5.A.) Implementation: Investigate methods to allow and encourage adaptive reuse of historic commercial structures not located within the commercial district. (Town Council; Town Administration; Planning Commission; Ongoing)

6. Enhance and increase public and protected open space whenever possible.

(LU.6.A.) Implementation: Encourage the transformation of Town-owned property into public protected open space. (Town Council; Town Administration; Ongoing)

(LU.6.B.) Implementation: Investigate protection, such as a conservation easement, on the newly designated conservation recreation space (CR district, formerly RC2). (Town Council; Town Administration; Ongoing)

(LU.6.C.) Implementation: Protect and enhance using best management practices the view corridors across the island, including station rights-of-way to the marsh. (Town Council; Town Administration; Ongoing)

7. Address neighborhood and community design concerns regarding sense of place on the Island.

(LU.7.A.) Implementation: Continue to evaluate and revise land use regulations to ensure that future construction is respectful of the Island's traditional mass, height, scale, proportionality to lot size and neighborhood compatibility. (Town Council; Planning Commission; Ongoing)

Exhibit B
June 9, 2010
Planning Commission Meeting

**Town of Sullivan's
Island, S.C.**

Memo

To: Ha Currey Chair, Planning Commission
From: Andy Benke
Date: June 9, 2010
Re: CC District and ALMP Project Status

Town Council continues to move forward with the Commercial District Master Plan and the Accreted Land Management Plan. Staff is currently working with both consultants on the projects. Enumerated below is a review the current status.

1. **Commercial District Master Plan**

- Council has reviewed the suggestions put forth by the Consultant. The suggestions have been ranked as "Suggestions in which the Town has immediate interest", "Suggestions which may be of interest to the Town but require more study at a later time", and, "Suggestions which the Town has no interest".
- Staff is working with Urban Edge Studio to establish a contract for preparation of construction drawings and contractor bids for Phase I CC District enhancements. Items include but not limited to parking design, sidewalks, crosswalks and streetlights.
- Planning Commission will review items in consultant category "Suggestions which may be of interest but require more study at a later time".

2. **Accreted Land Management Plan**

- Council has established a "Principles and Directions" document for Coastal Science and Engineering to use as a guideline and base document to prepare a management document.
- Council has authorized an amendment to the original contract with CSE to allow the consultant to begin work on Task 7 which establishes several management units and guidelines for management of each unit.
- Staff met with CSE on May 24, 2010 to assist with the delineation of various management areas in the accreted land.
- CSE must tender a draft report on July 14, 2010.

Thanks, AB

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