

**TOWN OF SULLIVAN’S ISLAND, SOUTH CAROLINA
PLANNING COMMISSION
REGULAR MEETING MINUTES
Wednesday, October 10, 2018**

A public hearing and regular meeting was held at 6:30PM, this date, at Town Hall, 2056 Middle Street, all requirements of the Freedom of Information Act satisfied. Present: Commissioners Gary Visser (Chair), Sydney Cook (Vice-Chair), Charlie Cole, Hal Currey, Carl Hubbard and Manda Poletti. Staff members: Joe Henderson, Director of Planning and Zoning, Asst. to Administrator Darrow and Building Official Robinson.

Call to Order. Chair Visser called the meeting to order, stated press and public were duly notified pursuant to state law and all Commissioners were present. He noted Ryan McClure of Berkeley Charleston Dorchester Council of Government (BCD-COG) was present as the Town vendor assisting Staff with the 2018 Comprehensive Plan re-write.

Ten (10) audience members present (including Councilmembers Clark, Howard, Langley and Reese); no media.

I. APPROVAL OF AGENDA – approved as presented

Staff reported receipt of no written correspondence. Legal notice and advertisement of the public hearing on tonight’s agenda was met: public hearing notice posted on Town website on/about September 12, 2018; advertisement in Post & Courier newspaper on September 13, 2018; posted on Town’s Twitter social media site multiple times.

II. APPROVAL OF MINUTES – August 8, 2018

September 12, 2018 Commission meeting was cancelled due to Hurricane Florence.

Vice-Chair Cook noted a scrivener’s error on page 1 of the August 8, 2018 minutes: change “Regular Council meeting” to “Regular Planning Commission meeting”.

**MOTION: Mr. Currey moved to approve the August 8, 2018 minutes incorporating correction for aforementioned scrivener error; seconded by Mr. Hubbard.
MOTION UNANIMOUSLY PASSED.**

III. PUBLIC HEARING

- 1. Town of Sullivan’s Island Comprehensive Plan Re-write: In accordance with the South Carolina Code of Laws 6-29-510 (E), and Town Code Article 20, the Planning Commission recommends public comment and consideration of the Comprehensive Plan rewrite of 2018**

Chair Visser noted that, preceding tonight’s meeting, the Town held an Open House at Town Hall (5:30PM-6:30PM) for informal public review of the 2018 Comprehensive Plan draft document and supporting information. Commission will hold now a public hearing on the draft 2018 Comprehensive Plan.

Staff Report:

Director Henderson and Ryan McClure, BCD-COG, presented an overview of the Comprehensive Plan process/methodology and highlights of 2018 draft Plan, with a focus on significant changes between the 2008 Plan and draft 2018 Plan (**Exhibit A**).

Chair Visser noted that the Comprehensive Plan rewrite project began one-year ago (October 2017). During the monthly Workshops and Commission meetings, the Planning Commission reviewed Elements and corresponding Needs & Goals. Commission would then vote to give preliminary approval of each Plan element/needs & goals with the understanding that, at any time, the Commission could revisit an Element/Needs & Goals.

Commissioners did not elect to return any Elements/Needs & Goals for review and/or potential modification at this time. Chair Visser, therefore, moved meeting to Public Hearing/Public Input portion.

Public Hearing opened at approximately 6:45PM.

Public Comments:

Cindy Ewing (2514 I’On Avenue), recommended the Town remained vigilant and focused on historic preservation, and empower the Design Review Board (DRB) with tools to protect historic homes (i.e. levying fines for non-compliance). Secondly, she recommended the Town focus on sea level rise, storm surges and flooding, identifying how the Town will handle these concerns and working to establish and cultivate natural barriers against storm surge.

Tim Reese, Council member (305 Station 20), recommended Town provide the DRB with the discretion to allow for accessory dwelling units (ADUs) on historic homes over 1200 sf.

Director Henderson noted that the public’s primary concern, as expressed throughout the Comprehensive Plan rewrite, is for the Town to develop and implement strategies to manage the size, mass and scale of new construction and/or additions on homes island-wide, especially for historic homes. The DRB retains the power and duties to manage these concerns for historic homes. The 2018 Comprehensive Plan provides more information on the DRB’s role, duties and powers. Further the Plan identifies, in its Needs & Goals (pp 155-156 of draft Plan), a strategy to create a DRB task force to consider and recommend legislative or administrative measures to strengthen historic preservation and protection of historic homes.

Director Henderson noted that the ideas Ms. Ewing and Councilmember Reese suggested tonight would be regulatory in nature, and addressed by Town Council. The Comprehensive Plan is a broad, long-range Plan that does not address specific regulatory policy.

Chauncey Clark, Council member (2119 Pettigrew), expressed appreciation for the Plan’s inclusion of sustainability considerations in the Community Facilities Element, related to Town Hall, Fire Department and other assets. Noted a large portion of the Town’s budget is dedicated to equipment for community infrastructure and staffing to provide community services.

Accordingly, the Plan needs to help the reader understand the importance of these assets and services, and be easy to find. Additionally, he recommended the Town continue addressing flooding issues (i.e. sewer drains) and the impact that the increasing use/presence of Lyft/Uber has on the Island, both for drop-off/pick-up of passengers and parking.

Seeing and hearing no further comments, Chair Visser closed the Public Hearing at approximately 7:03PM.

Commission Comments:

Ms. Poletti noted that the draft Plan “Table of Contents” and document pagination do not match.

Director Henderson acknowledged this discrepancy, noting this would be modified in the final Plan, along with other grammatical/punctuation changes.

MOTION: Mr. Currey made a motion recommending approval of the 2018-2028 draft Comprehensive Plan, and to move the document forward to Town Council for their consideration and ratification. Seconded by Mr. Cole.

MOTION UNANIMOUSLY PASSED.

IV. PUBLIC INPUT – no written correspondence received; verbal comments incorporated in these minutes

There being no further business, the meeting adjourned at approximately 7:05PM (Mr. Currey moved; Ms. Poletti seconded; unanimously passed).

Respectfully submitted,
Lisa Darrow
Asst. to Administrator

Approved at the November 14, 2018 Planning Commission Meeting



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SULLIVAN'S ISLAND COMPREHENSIVE PLAN

2018-2028

PLANNING COMMISSION PUBLIC HEARING
OCTOBER 10, 2018



STATUTORY REQUIREMENT & OBJECTIVE

- The Town's vision & long-range plan with broad statement of community goals and policies
- Rewritten every 10 years
- The Comprehensive Plan reflects:
 - Citizen involvement
 - Technical analysis
 - Judgement of decision makers (Planning Commission and Town Council)



CHAPTERS

- Introduction
- Population
- Housing
- Community Facilities
- Cultural Resources
- Economic
- Transportation
- Land Use
- Natural Resources
- **Resiliency and Sea Level Rise Planning**
- Priority Investment

Appendices

- Public Engagement
- Goals and Objectives

FORMATTING CHANGES

More visually appealing document & more compatible with digital applications (Town's website, GIS, etc.)

- Landscape orientation (maps, tables and ongoing editing)
- Added, pictures, graphics and tables

Added Appendix

- Added Introduction & Community Vision
- Relocated "Goals and Objectives" to appendices
- Added a Public Engagement chapter

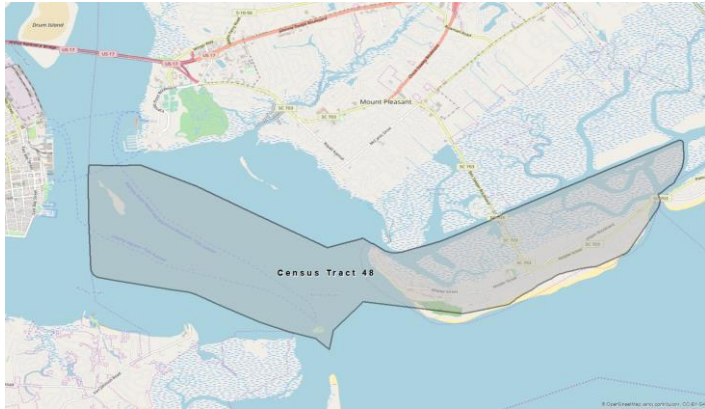


POPULATION

“The Population Element provides an important key that unlocks an understanding of historical and projected growth on Sullivan’s Island. Without understanding demographics, the Town of Sullivan’s Island would not be able to create initiatives or policies that are effective for the citizenry.”

Element highlights:

- **History**
- **Population Projections**
- **Demographics**

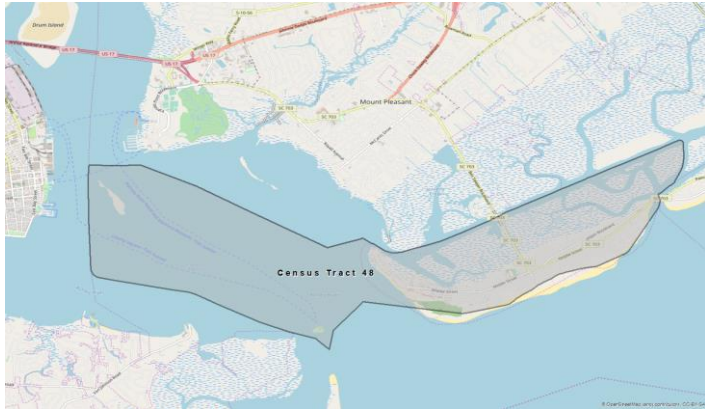


POPULATION

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CHANGES:

- Data updated with ACS and Census



HOUSING

Element highlights:

- Housing statistics
- Design Review Board
- Future Housing needs & opportunities



“Sullivan’s Island has remained successful in maintaining the unique single-family character of a quaint, small beach town since its inception. In addition, the historical buildings on Sullivan’s Island give the Island architecture a variety and richness that is not found on many of the surrounding barrier islands. In an effort to maintain the character of the Island, the Housing Element will provide details on existing conditions and future considerations.”

HOUSING

CHANGES:

- Updated data
- Described DRB duties and powers
- Recommended re-evaluating development standards (create a task force to discuss house development standards)



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COMMUNITY FACILITIES



“Community Facilities describes the activities and services that support the overall quality of life on Sullivan’s Island...the function of Town government, emergency services, public works and water and sewer infrastructure.”

Element highlights:

- **Town Council and Government Administration**
- **Public Safety (Police and Fire)**
- **Water and sewer**
- **Parks and Recreation**
- **Emergency services**
- **Other facilities: library, school, post-office**

COMMUNITY FACILITIES

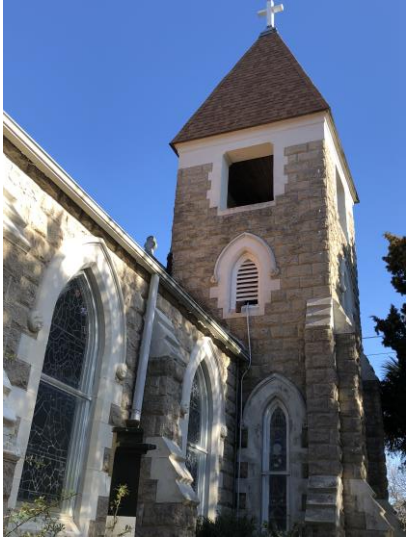


“Community Facilities describes the activities and services that support the overall quality of life on Sullivan’s Island...the function of Town government, emergency services, public works and water and sewer infrastructure.”

CHANGES:

- Added recreational facilities, sites and public parks
- Updated personnel and equipment needs
- Updated all facilities usage data

CULTURAL RESOURCES



“Cultural resources can be broadly defined as the sites, structures and features within a community that have been given significant meaning or social value.”

Element highlights:

- Historical narrative
- Historic Districts (NRHP)
- Community gathering sites, events and activities

CULTURAL RESOURCES



“Cultural resources can be broadly defined as the sites, structures and features within a community that have been given significant meaning or social value.”

CHANGES:

- Provided complete description of all historic districts
- Provided maps of each district.
- GIS story map application as a digital guide (to be compatible with Town website)

ECONOMIC

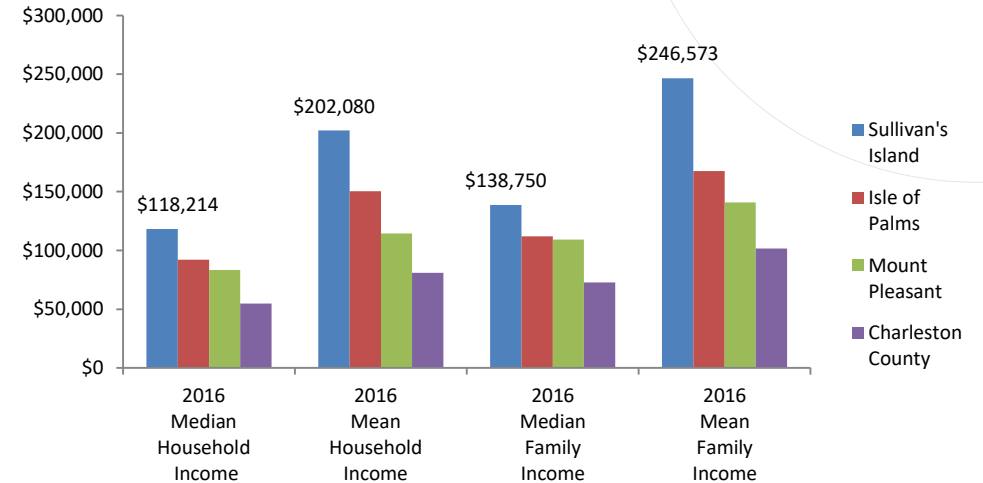


“Sullivan’s Island occupies a unique economic space because of the blend of residents, visitors, and businesses within the Town. Each of these interest groups should be considered when making economic policy decisions within the Town.”

Element highlights:

- Household Income
- Regional Income
- Labor Force
- Sullivan’s Island Business District
- Natural & Historical Environment as an Economic Asset

Figure 4.5 - Regional Income



ECONOMIC

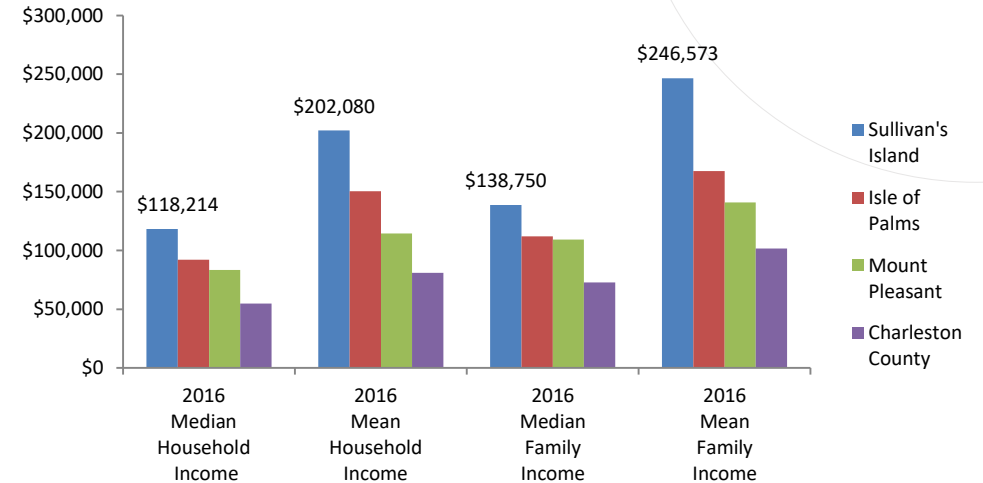


“Sullivan’s Island occupies a unique economic space because of the blend of residents, visitors, and businesses within the Town. Each of these interest groups should be considered when making economic policy decisions within the Town.”

CHANGES:

- Data Updated
- Added description of Commercial Overlay Districts
- Images and tables were made larger for easier viewing

Figure 4.5 - Regional Income



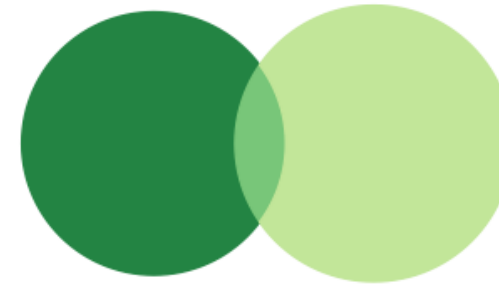
TRANSPORTATION



“Mobility and connectivity are integral to any community’s quality of life. In order for its residents to have the ability to access the broader local and regional transportation networks, a Town’s local network must be safe, efficient and serve various modes of transport. “

Element highlights:

- Roads
- Bike/Pedestrian
- Public Transportation
- Transportation Patterns
- Travel Time to Work



672	- Employed in Selection Area, Live Outside
747	- Live in Selection Area, Employed Outside
60	- Employed and Live in Selection Area

TRANSPORTATION



“Mobility and connectivity are integral to any community’s quality of life. In order for its residents to have the ability to access the broader local and regional transportation networks, a Town’s local network must be safe, efficient and serve various modes of transport. “

CHANGES:

- Updated traffic data
- Included alternative modes of transportation (Battery to Beach, CART, etc.)
- Maps were made larger for easier viewing
- Parking Management Plan



LAND USE



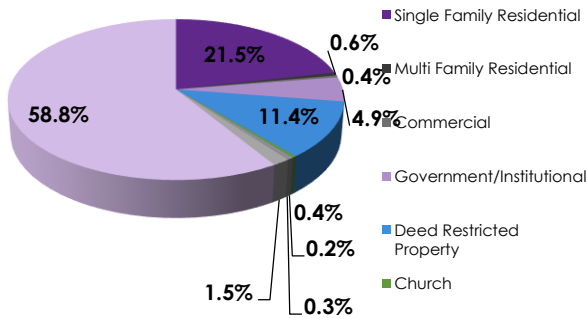
“In the Land Use Element, existing growth and land use patterns are researched and analyzed in order to guide the Town through the 20-year planning horizon established by the Comprehensive Plan.”

Element highlights:

- Town Character
- Existing Land Use
- Commercial District
- CCOD
- Residential District
- Future Land Use



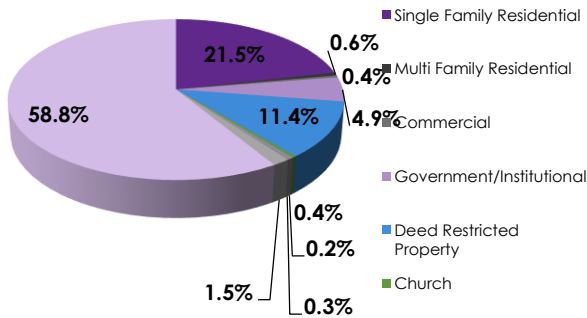
Figure 6.1: Land Use by Percent (2018)



LAND USE



Figure 6.1: Land Use by Percent (2018)



“In the Land Use Element, existing growth and land use patterns are researched and analyzed in order to guide the Town through the 20-year planning horizon established by the Comprehensive Plan.”

CHANGES:

- Recommended Institutional/ Governmental Zoning District
- Maps were made larger for easier viewing



NATURAL RESOURCES



“natural resource refers to living and non-living things that exist independently from human intervention...physical and natural characteristics.”

Element highlights:

- **Barrier Island Characteristics**
- **Wildlife and Vegetation**
- **Water and Beach Quality**
- **Other Town Plans**

NATURAL RESOURCES



“natural resource refers to living and non-living things that exist independently from human intervention...physical and natural characteristics.”

CHANGES:

- Updated all data
- Added new maps
- Added description of other plans

RESILIENCY AND SEA LEVEL RISE



“The element is geared to providing an initial strategy and guiding framework for addressing sea level rise and severe flooding island-wide.”

Element highlights:

- Identification of local challenges
- Needs assessment and mapping sea level rise
- Adaptation Strategy: Potential actions

RESILIENCY AND SEA LEVEL RISE



“The element is geared to providing an initial strategy and guiding framework for addressing sea level rise and severe flooding island-wide.”

CHANGES:

- New Chapter
- Flood inundation maps
- Allows the Town to focus *Goals, Policies* and *Objectives* for addressing sea level rise and flooding concerns



PUBLIC INPUT

