

**TOWN OF SULLIVAN’S ISLAND, SOUTH CAROLINA
PLANNING COMMISSION
REGULAR MEETING MINUTES
Thursday, February 15, 2018**

A regular meeting was held immediately following the Comprehensive Plan Steering Committee Workshop (at 7:02PM), 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, Manda Poletti and Tim Watterson. Staff members: Zoning Administrator Henderson, 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 except Carl Hubbard (excused absence); special guest Ryan McClure (Berkeley-Charleston-Dorchester County of Government aka BCD-COG); one audience members present; no media.

Chair Visser noted that at this meeting and, following through the Commission’s consideration of the 2018 Comprehensive Plan update project, the regular Commission’s meeting will be preceded by the Comprehensive Plan Steering Committee. Minutes from these Steering Committee meetings are reviewed and approved at the Regular Planning Commission meetings.

I. APPROVAL OF AGENDA – approved as presented

II. APPROVAL OF MINUTES

MOTION: Mr. Watterson moved to approve two sets of minutes as presented: January 10, 2018 Comprehensive Plan Steering Committee and January 10, 2018 Regular Commission meeting; seconded by Ms. Poletti. MOTION UNANIMOUSLY PASSED.

III. ITEMS FOR APPROVAL

- 1. Population Element: Consider preliminary approval of draft Population Element language and draft goals and objectives**

MOTION: Mr. Currey moved for preliminary conceptual approval of the Population Element/Needs & Goals with modifications recommended in the February 15, 2018 Comprehensive Plan Steering Committee Workshop (Exhibit A). Seconded by Mr. Cole. MOTION UNANIMOUSLY PASSED.

- 2. Community Facilities Element: Consider preliminary approval for draft Population Element language and draft goals and objectives**

Chair Visser noted this Element/Needs & Goals will be re-visited at the March 14, 2018 meetings. The Comprehensive Plan Steering Committee, at the Workshop preceding this meeting, provided the following feedback/revisions:

Community Facilities Element/Needs & Goals (Exhibit B)

1. **CHANGE: CF1.1 – change timeframe from Short-Term to Ongoing**
2. **ADD: CF1.3 – Explore adaptive reuse of historic military era buildings for the operation of Town facilities**
3. **REMOVE: CF3.4**
4. **REMOVE: CF4.3**
5. **ADD: CF5.3 – add language**
6. **CHANGE: CF7.3 – strike word “maintain” and replace with “keep”**
7. **CHANGE: CF 7.4 – strike word “maintain” and replace with “keep”**
8. **ADD: CF7.5 – language regarding Town facilitating SCE&G underground wiring initiatives/projects where feasible**
9. **ADD: CF8 Goal – regarding Emergency Preparedness and Services (include information from the 2013 Plan update)**

IV. NEW ITEMS FOR INFORMATION

1. **Town Projects (Status):** Staff provided oral report of current project
2. **Forthcoming Elements for Consideration on March 14, 2018 (Agenda):**
 - **Housing Element/Needs & Goals**
 - **Cultural Resources Element/Needs & Goals**
 - **(Second Review) Community Facilities Element/Needs & Goals**

V. PUBLIC INPUT

- No written comments received by Town Staff; Consultant McClure noted comments from the current Comprehensive Plan element surveys are incorporated in documents presented tonight (**Exhibit A**).

Staff encouraged public to bookmark the project website (will carry this web information with each set of minutes):

Website is: <https://bcdcog.com/sullivans-island-comprehensive-plan/>

Bitly shortcut: http://bit.ly/2018_SI_COMP_PLAN

There being no further business, the meeting adjourned at approximately 7:10PM (Mr. Cole; Mr. Watterson seconded; unanimously passed).

Respectfully submitted,
Lisa Darrow
Asst. to Administrator

Approved at the March 14, 2018 Planning Commission Meeting



POPULATION & HOUSING ELEMENTS

Town of Sullivan's Island
Comprehensive Plan Steering Committee
February 15, 2018

Population Element

Public Input

Throughout the planning process there have been public comments provided by the citizens through emails, an open house, and online surveys. Here are some of the comments that have been used to inform the writing of the Population Element.

1. “Please limit any future development. It is a beautiful town just as it is, not every lot has to be built on with an enormous house.”
2. “Will review other sources of % retired persons since static 20% does not match an aging population and retired new residents.”
3. “Keep SI a low-density, single family residential community.”

Review Changes Requested by Steering Committee

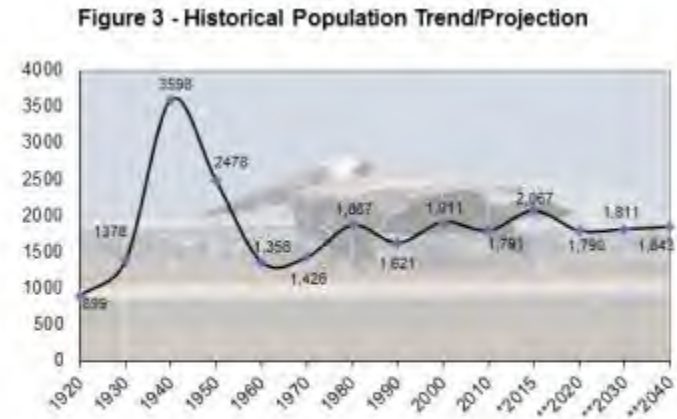
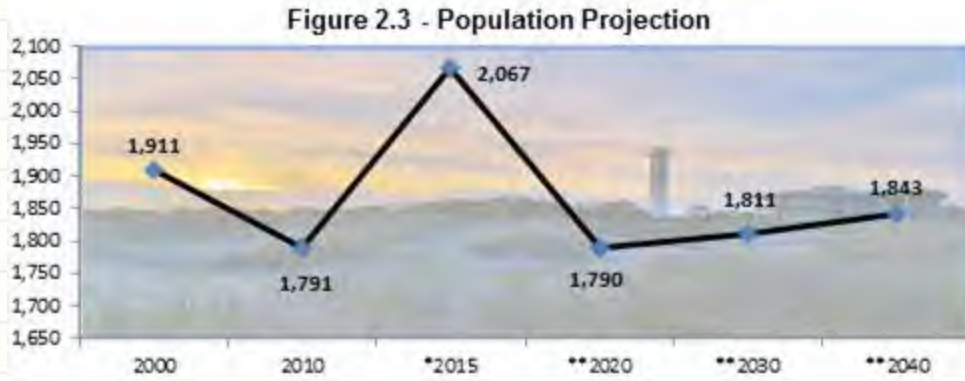
The Steering Committee has reviewed the Population Element and requested the following changes and or instigated dialogue regarding different aspects of the chapter. The following items represent the committees work on the plan.

1. Page 7 misspelled Farmer - **corrected**
2. Add other volunteer ideas in the G+O section – **Added in G+O “Promote park, bridge, and causeway clean up days.”**
3. Page 8: Having a Farmers Market has been nice. I would like to see it have more vendors with produce and more diversity. Also, have it for a longer period of time. – **Added in G+O “Promote an Island Farmers Market. Encouraging more produce vendors to participate.”**
4. Policy # 2: Have more than 1 clean-up day for the beach – **Added the policy objectives in the plural**
5. Table 2.2 – the 2000 total housing units of 1045. Does this mean there were 109 unoccupied housing units? – **removed as this will be handled in the housing section**
6. Page 4: Why the prediction for population drop in 2020 x2?

Population Element

Review Changes Requested by Steering Committee Continued

6. Page 4: Why the prediction for population drop in 2020 x2?



Population Goals and Objectives

The Town anticipates its population will remain on a very manageable growth pattern for the foreseeable future, gaining only approximately 4 people per year until 2040. As a result, the Town seeks to retain its character as a family oriented community that serves the residents with an exceptional level of resources and services. As such, it has adopted the following goals, policies and implementation strategies:

Population Goal: The Town seeks to maintain the current population growth pattern while improving quality of life among its residents.			
<i>Population Policy 1: The Town will promote and foster a sense of community.</i>			
	Objectives	Responsible Parties	Timeframe
	P1.1 Promote an Island Farmers Market. Encouraging more produce vendors to participate.	Planning Commission; Town Council; Town Staff	Short-term
	P1.2 Promote Holiday Festivals.	Planning Commission; Town Council; Town Staff	Short-term
	P1.3 Promote a yard of the month club.	Planning Commission; Town Council; Town Staff	Short-term
<i>Population Policy 2: The Town will encourage volunteerism for both residents and non-residents.</i>			
	Objectives	Responsible Parties	Timeframe
	P2.1 Promote and encourage beach (or other natural resource) cleanup days.	Planning Commission; Town Council; Staff	Short-term
	P2.2 Promote park, bridge, and causeway clean up days.	Planning Commission; Town Council; Staff	Short-term
<i>Population Policy 3: The Town will monitor population and demographic changes.</i>			
	P3.1 Record annual population and demographic Census data.	Town Staff	Short-term
<i>Population Policy 4: The Town will initiate an "Aging in Place" Chapter.</i>			
	P4.1 Initiate Chapter but then step away once it has formed.	Planning Commission; Town Council; Town Staff	Medium-term

Public Input

Throughout the planning process there have been public comments provided by the citizens through emails, an open house, and online surveys. Here are some of the comments that have been used to inform the writing of the Housing Element.

1. “What provisions are being made for more affordable housing?”
2. “Impervious surfaces need to be addressed.”
3. “Please don't allow the island to become all McMansions. There are some charming house, please try to keep some of them.”
4. “I think it important to retain the essentially single family home predominance.”
5. “We need to continue to encourage single family housing on the island, with emphasis on the retention of the historical feel of the island, while recognizing each property owner's right to utilize their property in a manner they deem appropriate for them. With the continuing development of many lots into second homes, the emphasis seems to have shifted from allowing building of new structures over renovation and preservation of old existing structures. We seem to allow movement of old structures on the lots willy nilly so that people can build new structures in front of the old ones.”

Housing Element

The Housing Element will discuss:

1. The Housing Stock (Total Housing Units, Assessed Parcels, SFR/MFR, Vacation /Long Term Rentals, ADUs, year of build).
2. Housing Tenure (owner/renter occupied).
3. Household Type (who is living on the Island and what age group).
4. Median Home Prices (\$1.21m ACS and \$1.7m Charleston Trident Association of Realtors).
5. Building permit data (2008-2016)
6. Design Review Board (role)
7. Workforce Housing

Housing Goals & Objectives

Housing Goals and Objectives

The Town strives to retain its character as a single-family oriented community that serves the residents with an exceptional level of resources and services. As such, it has adopted the following goals, policies and implementation strategies:

Housing Goal: Preserving the single-family lifestyle while promoting a diverse style of housing character on the island.			
	Objectives	Responsible Parties	Timeframe
<i>Housing Policy 1: The Town will promote and foster single family development.</i>			
	P1.1 Low Density – Maintain half-acre lot sizes and other regulations.	Planning Commission; Town Council; Town Staff	Ongoing
	P1.2 Vacation/Short Term Rentals – Regulate restrictions that address number of tenants, parking, permitted activities, licenses, etc.	Planning Commission; Town Council; Town Staff	Ongoing
	P1.3 Preserve/encourage the diversity of structure styles on the Island.	Town Council; Design Review Board	Ongoing
<i>Housing Policy 2: The Town will monitor the National Flood Insurance Program Community Rating System.</i>			
	P2.1 Monitor changes in federal policy.	Town Staff	Ongoing
	P2.2 Monitor and adjust the Flood Damage Prevention Ordinance as needed.	Town Staff	Ongoing
<i>Housing Policy 3: Examine opportunities for Workforce Housing.</i>			
	P3.1 Create a Workforce Housing Committee.	Planning Commission; Town Staff	Short-term
	P3.2 Explore opportunities with Mt. Pleasant to build workforce housing.	Planning Commission; Town Council; Town Staff	Long-term