

**TOWN OF SULLIVAN'S ISLAND
SOUTH CAROLINA
PLANNING COMMISSION
REGULAR MEETING MINUTES
Wednesday, October 10, 2012**

A regular meeting of the Town of Sullivan's Island Planning Commission was held at 6:30 p.m., Wednesday, October 10, 2012 in Town Hall at 2050-B Middle Street, all requirements of the Freedom of Information Act having been satisfied. Present were Commission members Chair Chauncey Clark, Vice-Chair Elaine Fowler, Hal Currey, Carlsen Huey, Anne Osborne Kilpatrick and Rusty Bennett; Staff member 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 noted Commissioner Gary Visser had an excused absence.

II. Approval of Agenda

Commissioners suggested moving consideration of two plats (2650 Goldbug and 3118 Marshall) before public hearing, as residents are present specifically for these items.

MOTION: Ms. Fowler made a motion to approve the October 10, 2012 agenda moving consideration of two plats (2650 Goldbug and 3118 Marshall Boulevard) to the beginning of New Business; seconded by Mr. Currey. MOTION UNANIMOUSLY PASSED.

III. Approval of Minutes

MOTION: Ms. Fowler made a motion to approve minutes from August 8, 2012 and September 12, 2012 Commission meetings; seconded by Ms. Kilpatrick. MOTION UNANIMOUSLY PASSED.

IV. Correspondence & General Public Comments –

Commission provided copy of October 2, 2012 letter from Dr. Peter C. DeVito (2873 Marshall Boulevard) regarding Section 21-139 Fence Regulations, one of the public hearing items for this evening (**Exhibit A**).

V. New Business

1. Plat Approval: 2650 Goldbug Avenue

Staff Comments (Randy Robinson, Building Official)

Request is for survey adjusting street front property line to incorporate 4799sf portion of land (complying with O'Hear plat property line) bringing total lot to 1.074 acres. Planning Commission previously reviewed property plat earlier this year with new plat recorded at RMC on April 16, 2012 (plat previously adjusted to move rear property line, marsh critical setback).

John Wade, Wade Surveying was present to represent owners.

Commission discussed ownership of street front parcel, questioning whether there was clear conveyance of this parcel to the property owners or not. Building Official Robinson

noted that Town Attorney Dodds continues to have concerns with property owners' assertions that they legally own the parcel, based upon chain of title.

MOTION: Ms. Fowler made a motion to table the plat approval request pending final report from Town Attorney on this plat request; seconded by Mr. Bennett; MOTION UNANIMOUSLY PASSED.

Commission asked for Town Attorney to provide a written letter/report to Commission with his position on the plat request.

2. Plat Approval: 3118 Marshall Boulevard

Staff Comments (Randy Robinson, Building Official)

Request is for adjustment of property line near road, conveying approximately six (6') feet of property so that the neighbor's existing driveway (Waldorf) no longer encroaches into 3118 Marshall Boulevard property line.

Mr. and Mrs. Walker, 3118 Marshall Boulevard, were present.

After limited discussion, Commission made following motion:

MOTION: Ms. Fowler made a motion to approve the plat for 3118 Marshall Boulevard; seconded by Ms. Kilpatrick. MOTION UNANIMOUSLY PASSED.

Chair Clark reviewed procedure for two public hearing items before Commission tonight: Staff report, public hearing opened for comments then closed, Commission discussion and then potential action. He noted that tonight's public hearing is the first step in a multi-step process regarding potential ordinance changes. Should Planning Commission recommend ordinance amendments to Council, any potential changes would go through the Council's ordinance approval process as well.

3. Public Hearing: Proposed Amendment to Town Code, Zoning, Section 21-20(B)(6), Conditional Uses in RS-District.

Staff Comments (Building Official Robinson)

- Commission provided direction from Council in August to consider language in 21-20B as it relates to additions in the RS-District. Commission provided draft amendment language to 21-20(B)(6) for consideration.

Chair Clark opened the public hearing at 7:00PM and closed it at 7:02PM – no public present, no public comments provided.

Commission Discussion:

- Mr. Bennett questioned structures being used as pool houses, cabanas, etc. and why attaching these structures as additions to the primary structure would be necessary or desirable.

- Commission briefly discussed scenarios where property owners would be approved a second structure on the property (for pool or carriage house) as opposed to a true addition to the primary structure.
- Commission discussed width/length ratio of corridors attaching a new structure to the existing primary dwelling, suggesting a maximum length or 2:1 width/length ratio to provide balance to attached corridor and prevent long spans of corridors/hallways attaching two structures so that they looked like two different buildings on one property.

MOTION: Mr. Bennett made a motion to recommend to Council that it amend Section 21-20(B)(6) to incorporate the following addition:

(c) Addition is connected to the principal dwelling by a corridor with a maximum length of sixteen (16') feet and 2:1 dimension ratio; provided, however, if a proposed addition does not comply with the requirements of this subsection (c), it may be allowed only upon submission of the plans to and approval by the Design Review Board.

Seconded by Mr. Currey; MOTION UNANIMOUSLY PASSED

4. Public Hearing: Proposed Amendment to Town Code, Zoning, Section 21-139(B)(2) Fence Regulations

Staff Comments (Building Official Robinson)

- Commission provided direction from Council in August to consider language in 21-139(B)(2) as it relates to fence regulations. Commission provided draft amendment language to 21-20(B)(6) for consideration.

Chair Clark opened the public hearing at 7:15PM and closed it at 7:17PM – no public present, no public comments provided.

Commission Discussion:

- Commission discussed letter from Dr. DeVito (**Exhibit A**) regarding brick products as fence materials, particularly brick pillars.
- Commission discussed open fences that allowed views of properties instead of solid wall fences, regardless of fence material.
- Mr. Currey commented on Town's traditional history of openness as an Island characteristic and suggested fencing guidelines should be consistent with this history/tradition.
- Commission discussed Design Review Board review of fencing and its ability to allow materials, such as brick, brick pillars, etc. where appropriate.

MOTION: Mr. Bennett made a motion to recommend to Council that it amend Section 21-139(B)(2) Fence Regulations as follows (changes/additions in bold/underline for emphasis):

(2) All fences shall be constructed of wood or metal or manufactured materials that appear to be wood, or wood/wire materials; chain-link fences are not permitted. New fence products may be allowed, subject to approval by the Design Review Board.

Seconded by Mr. Currey; MOTION UNANIMOUSLY PASSED.

VI. Old Business

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

a. Additional Review – Natural Resources Element, Needs & Goals

Commission continued review of 2008 Natural Resources Element, accepting Staff Report (Lisa Darrow, Asst. to Administrator) with updated climatology information (**Exhibit B**). Commission instructed this information be incorporated in final Commission report to Council.

Recommended changes to 2008 Element:

- Page 56 of 101 (Barrier Island Dynamics): add in future renditions information regarding wildlife and marine life whose habitats are the marsh areas.
- Page 57 of 101 (Recreation): add reference to kayaking and paddle boarding and other self-propelled watercraft along the creeks.

Commission discussed silting of Intracoastal Waterway (ICW), particularly creeks like Cove Creek. Commission agreed to add specific reference to marsh and wetlands, especially Cove Creek, in the Natural Resources Element. Commission also discussed dredging of creeks and waterway in terms of public access to the back waterways of the Island.

MOTION: Mr. Bennett made a motion to amend Natural Resources Needs & Goals to incorporate as a Town Need, increased focus and coordination to expedite the clearing/dredging of ICW and creeks, such as Cove Creek, to allow public access and use of waterway and marsh creeks; seconded by Ms. Kilpatrick.

Potential Implementation for Need & Goal:

“Explore potential grant and other funding options (TIF district) to accomplish regular, reliable, effective dredging of ICW, Cove Creek and other waterway areas.”

Commission discussed Need & Goal relating to mosquito abatement.

MOTION: Mr. Currey made a motion to add to Needs & Goals increased coordination with County agencies for regular, effective mosquito abatement treatment, and, for public outreach for mosquito control education. Seconded by Mr. Bennett; MOTION UNANIMOUSLY PASSED.

Commission will give final review of Natural Resources at its November meeting.

b. Additional Review – Housing Element, Needs & Goals

Commission received Staff Report (Lisa Darrow, Asst. to Administrator) updating housing data (**Exhibit C**). Commission instructed this report be incorporated in its final report to Council. Commission decided to make a final review of this Element at its November meeting.

c. Additional Review – Priority Investment Element, Needs and Goals

Commission reviewed draft Status Report to Council regarding Priority Investment (**Exhibit D**) incorporating recommendations and discussions from previous meetings.

MOTION: Mr. Bennett made a motion to approve Priority Investment Status Report (Exhibit D) for inclusion in Commission’s final Comprehensive Plan update report to Council; seconded by Mr. Currey. MOTION UNANIMOUSLY PASSED.

2. Ongoing Town Projects – Status & Staff Report

Staff reported:

- Stith Park Tennis/Basketball Court Project – currently under construction and scheduled for completion in mid/late November;
- Municipal Facilities/Town Hall & Police Station – Real Estate Committee of Council will meet on November 3, 2012 and this item will be on its agenda.

VII. Next Meeting – (6:30p.m.) Wednesday, November 14, 2012

Ms. Kilpatrick requested following topic be added back to agenda for November: Discussion regarding Long-term parking of boats and leisure vehicles on Middle Street.

Ms. Fowler relayed—she has a purchase contract on her home and, if all goes as planned, she will move from the Island next month. While she plans to return to Sullivan’s Island one day, if the sale looks viable, Ms. Fowler will regretfully tender her resignation from the Planning Commission. She voiced her appreciation for the opportunity to work on the Commission and pleasure working with the Commissioners and Staff, Lisa Darrow & Randy Robinson. Commissioners expressed regret at her potential departure and wished her well.

There being no further business, the meeting was adjourned at approximately 8:15 pm (Ms. Kilpatrick motioned; Mr. Fowler seconded; unanimously passed).

Respectfully submitted,
Lisa Darrow
Asst. to Administrator

Approved at the Wednesday, November 14, 2012 Planning Commission Meeting

Sullivan's Island Planning Commission
October 10, 2012 Meeting
EXHIBIT A

PETER C. DEVITO, M.D., F.A.C.S.

Plastic and Reconstructive Surgery
1050 St. Andrews Blvd.
Charleston, S.C. 29407
Phone: 843-571-2350 Fax: 843-571-2351



RECEIVED
10/2/12

October 2, 2012

Dear Gentleman and Women of the Sullivan's Island Planning Commission:

Please consider revising Section 21-139 on Fence Regulations. There are other materials that would allow the desirable "open view". These materials are aesthetically more pleasing than wood and chicken wire.

One example would be discrete brick piers or pillars. Between these could be delicate brick lattice work, wrought iron or synthetic material to resemble wrought iron. Although more expensive, they could improve appearance and still conform.

This protection is especially needed for family residences near the commercial district. They would help prevent children or pets from running into a busy street and prevent trespassing.

Respectfully submitted,

Peter C. de Vito, M.D., F.A.C.S.
Senior Advisor, S.C. Society of Plastic Surgeons
Chief, Div of Plastic and Reconstructive Surgery
St. Francis Hospital, Charleston, S.C.

PCD:ths

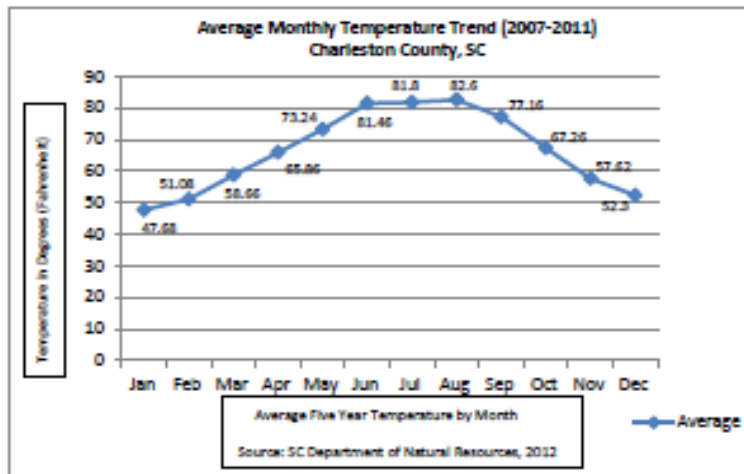
**PLANNING COMMISSION, OCTOBER 10, 2012
EXHIBIT B**

Climatology Data for SI Comprehensive Plan Review (2012- 5 Year Review)
Information for Natural Resources Element

Researched & Compiled by L. Darrow, Staff (10092012)

Average Monthly Temperatures: 5 Year Trend 2007 – 2011 (Charleston County, SC) (Temperature in Fahrenheit Degrees)						
Year(s)	2007	2008	2009	2010	2011	Average
Jan	52.4	48.9	48.2	44.5	44.4	47.68
Feb	49.7	53.2	49.8	45.9	54.8	51.08
March	60.8	58.6	58	55.9	60	58.66
April	64.1	65	64.5	66.9	68.8	65.86
May	71.3	71.7	73.3	75.5	74.4	73.24
June	78.5	81.2	80.9	83.4	83.3	81.46
July	80.6	81.1	80.9	82.7	83.7	81.8
Aug	83.7	81.2	81.6	83.3	83.2	82.6
Sept	77.5	76.2	76.6	78.8	76.7	77.16
Oct	71.6	64.5	67.5	68.4	64.3	67.26
Nov	57.5	54.5	58.8	58.2	59.1	57.62
Dec	57	56	50.9	42.7	54.9	52.3
Annual	67.1	66.2	65.9	65.5	67.3	66.4

Source: SC Department of Natural Resources, 2012



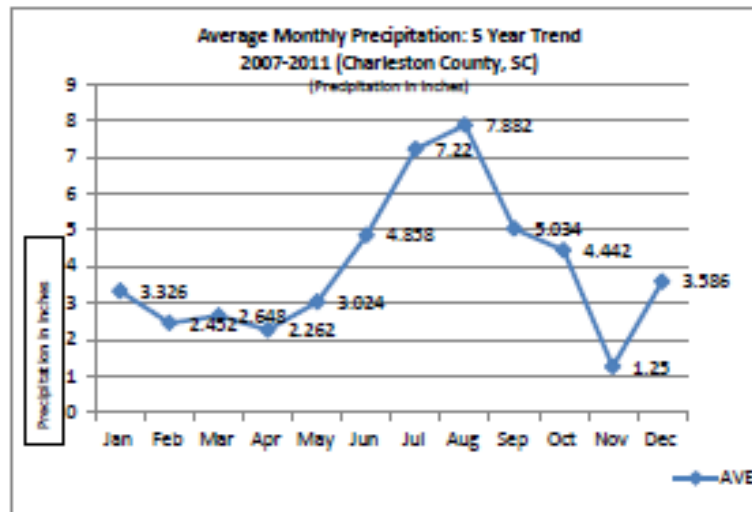
**PLANNING COMMISSION, OCTOBER 10, 2012
EXHIBIT B**

Climatology Data for SI Comprehensive Plan Review (2012- 5 Year Review)
Information for Natural Resources Element

Researched & Compiled by L. Darrow, Staff (10092012)

Average Monthly Precipitation: 5 Year Trend 2007 – 2011 (Charleston County, SC) (Precipitation in Inches)						
Year(s)	2007	2008	2009	2010	2011	Average
Jan	3.83	3.07	1.29	6.46	1.98	3.326
Feb	2.47	2.72	1.33	2.61	3.13	2.452
March	0.79	2.41	2.84	4.53	2.67	2.648
April	0.88	2.49	5.24	0.7	2	2.262
May	0.93	3.66	6.45	3.67	0.41	3.024
June	4.33	2.61	5.04	7.94	4.37	4.858
July	6.17	4.97	8.16	9.86	6.94	7.22
Aug	5.28	5.99	10.12	10.07	7.95	7.882
Sept	7.29	5.68	0.48	8.12	3.6	5.034
Oct	5.66	11.1	2.71	0.83	1.91	4.442
Nov	0.03	2.27	2.25	0.3	1.4	1.25
Dec	4.39	0.35	10.06	2.48	0.65	3.586
Annual	42.05	47.32	55.97	57.57	37.01	47.98

Source: SC Department of Natural Resources, 2012



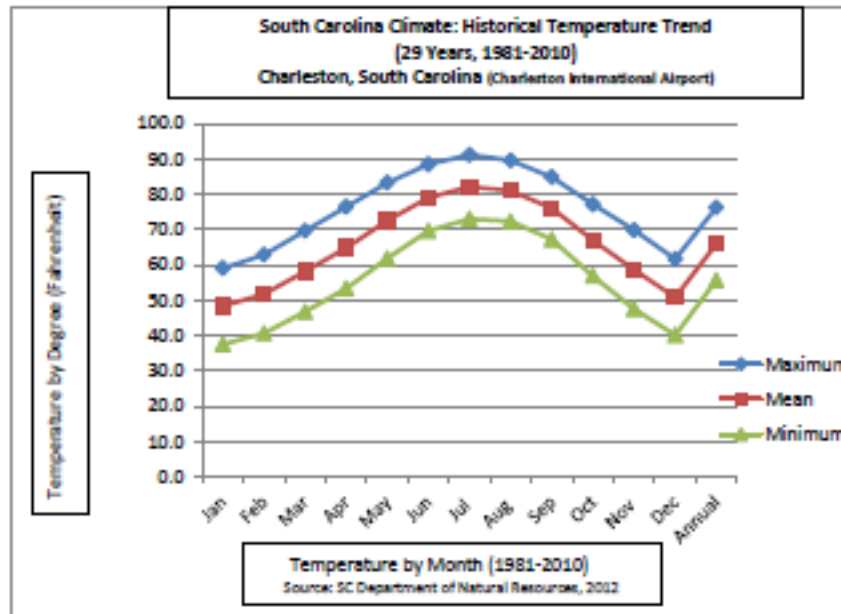
Average Five Year Precipitation by Month
Source: SC Department of Natural Resources, 2012

Climatology Data for SI Comprehensive Plan Review (2012- 5 Year Review)
 Information for Natural Resources Element

Researched & Compiled by L. Darrow, Staff (10092012)

South Carolina Climate: Historical Trend (29 Years, 1981-2010) Charleston, South Carolina (Charleston International Airport)				
Data by Month	Maximum Temperature	Mean Temperature	Minimum Temperature	Precipitation (Tot. Inches)
Jan	59.0	48.3	37.5	3.71
Feb	62.8	51.7	40.6	2.96
March	69.6	58.1	46.7	3.71
April	76.4	64.8	53.3	2.91
May	83.2	72.5	61.8	3.02
June	88.4	79.0	69.6	5.65
July	91.1	82.1	73	6.53
Aug	89.5	80.9	72.3	7.15
Sept	84.8	76.0	67.2	6.1
Oct	77.1	66.9	56.8	3.75
Nov	69.8	58.6	47.5	2.43
Dec	61.6	50.8	40.1	3.11
ANNUAL	76.2	65.9	55.6	51.03

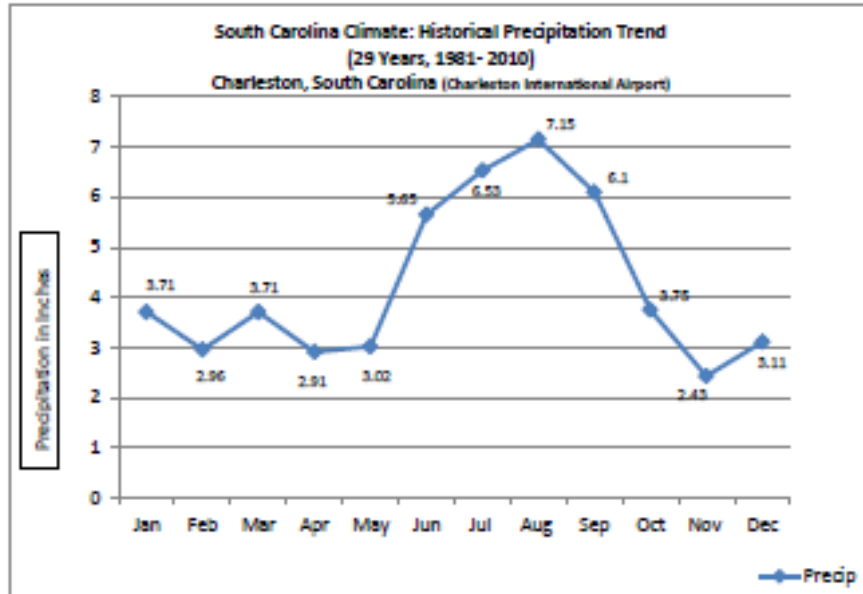
Source: SC Department of Natural Resources, 2012



PLANNING COMMISSION, OCTOBER 10, 2012
EXHIBIT B

Climatology Data for SI Comprehensive Plan Review (2012- 5 Year Review)
Information for Natural Resources Element

Researched & Compiled by L. Darrow, Staff (10092012)



Average Precipitation by Month (1981-2010)
Source: Department of Natural Resources, 2012

Planning Commission Meeting, October 10, 2012
EXHIBIT C

Memorandum

Date: October 10, 2012
To: Planning Commission Members
From: Lisa Darrow, Staff
Subject: Housing Element Data Update

Commission reviewed Housing Element in August 2012 and Staff update report, which relied upon Housing data from the 2010 Census. Commission identified the need to obtain additional, reliable data points that would more accurately sketch the current status of housing on Sullivan's Island.

Staff provides the following 2011 data regarding residential classifications and an eight-year history of new housing starts on Sullivan's Island (Figures 1.1 and 1.2)

Figure 1.1 demonstrates a close split between primary and secondary homeowners on the island, identified by tax assessment classification of 4% (primary) and 6% (secondary) through the Charleston County Tax Assessor's Office. Primary residential property owners continue to edge out secondary residential property owners.

Figure 1.1

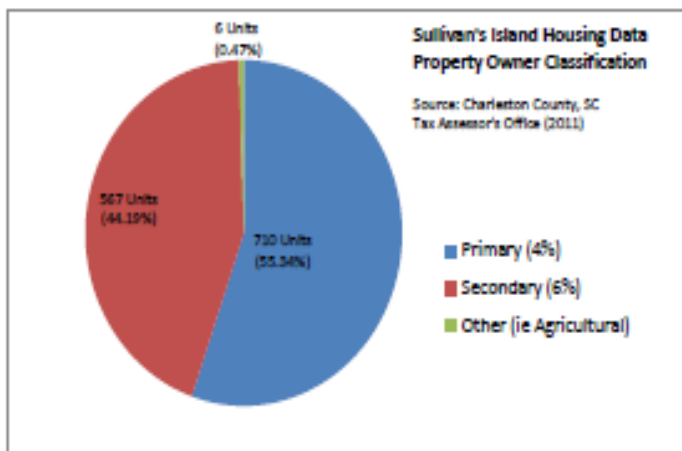
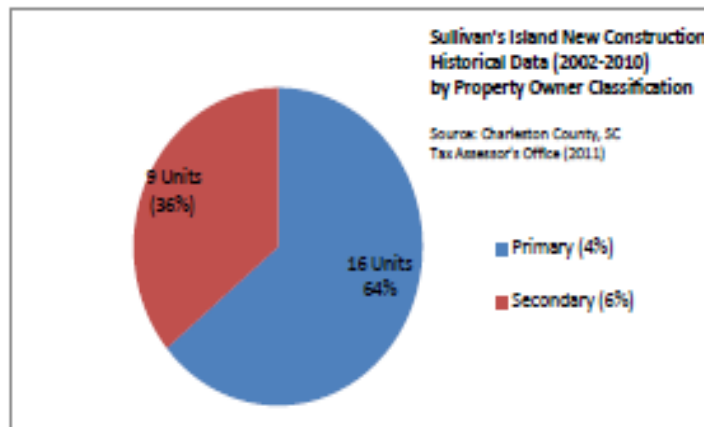


Figure 1.2 illustrates the housing starts over the past eight years. The slow pace of new construction is likely due to the global economic slowdown of 2008-current in the housing market; however, Staff were not provided an annual breakdown of construction by year to evaluate annual averages to draw fully informed conclusions.

Figure 1.2



**Planning Commission
October 10, 2012
EXHIBIT D**

Priority Investment Elements
Town of Sullivan's Island, South Carolina
2008 Comprehensive Plan
Status Report to Planning Commission: August 8 & September 12, 2012

Author: L. Darow, Staff (09/10/2012)

The Commission makes the following report to the Mayor and members of Town Council regarding the Priority Investment Element:

The Town continues to make progress in its efforts to pursue collaborative opportunities between public-private and public-public organizations to secure resources for conservation and infrastructure improvements that will enhance community services and the quality of life for Sullivan's Island residents. The Town is challenged with providing these resident services, on a conservative budget, while accommodating the growing number of visitors to this increasingly popular barrier Island. The Commission recommends the Town continue to strategize its long term investment plans and seek every opportunity to collaborate with other municipalities, non-profit agencies and private enterprises to meet its short and long-term goals. In particular, the Town should establish and publish its three and five-year strategic plans for capital projects and services.

PRIORITY INVESTMENT

Charleston County continues to study and evaluate opportunities to consolidate services within the County. Its most recent initiative is the 9-1-1 consolidated dispatch program in which Sullivan's Island participates.

On a local level, Sullivan's Island continues to evaluate its current essential services for maximum efficiency and value to the residents: garbage collection, water and wastewater treatment, fire suppression and law enforcement. All services remain a function of Town services with individual departments and staffs with one exception. Council has deemed the most economical way to provide residential garbage collection is by contracting these services with a garbage collection vendor.

Town Council and Staff seek opportunities to serve on regional and state-wide boards to improve Town services.

The Mayor and Council members serve on agency boards providing regional services: CARTA, CHATS, and BCD-COG. Sullivan's Island and neighboring coastal communities, like Folly Beach and Isle of Palms, hold annual mayor/administrator meetings to discuss and strategize shared solutions to mutually shared issues unique to area coastal communities.

Meanwhile, Town Staff are members of regional and statewide industry related groups, such as SC City County Manager's Association and various affiliate groups with the Municipal Association of South Carolina (MASC).

Needs & Goals (Page 98 of 101)

#1 The Town of Sullivan's Island should participate in ongoing dialogue and coordination with neighboring jurisdictions, agencies, and public service authorities in an effort to promote and sustain the quality of life enjoyed and shared by the residents of the Town of Sullivan's Island.

Implementation #1

The Town of Sullivan's Island should coordinate with and provide written notification to all agencies, jurisdictions, public service districts, school districts, transportation agencies or other relevant entities of all major development proposals affecting their service or jurisdictional area (Town Council; Town Administration; Ongoing).

Town Council and Staff continue to actively coordinate with external agencies about all projects affecting the Town. Recent examples include the numerous Staff and Council level conferences and meetings with Charleston County School District regarding the new Sullivan's Island Elementary School.