

**TOWN OF SULLIVAN'S ISLAND  
SOUTH CAROLINA  
PLANNING COMMISSION  
REGULAR MEETING MINUTES  
Wednesday, December 14, 2011**

A regular meeting of the Town of Sullivan's Island Planning Commission was held at 6:30 p.m., Wednesday, December 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 Chairman Hal Currey, Vice-Chairman John Winchester, Aussie Geer, Gary Visser, Anne Osborne Kilpatrick, Chauncey Clark and Elaine Fowler; Asst to Administrator Darrow, Building Official Robinson and Water & Sewer Department Manager Gress.

**I. Call to Order.** Chairman Currey called the meeting to order and stated the press and public were duly notified pursuant to state law. He also welcomed Councilmen Kaynard.

**II. Approval of Agenda**

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

**III. Approval of Minutes.**

**MOTION: Ms. Fowler made a motion to approve the November 9, 2011 minutes with corrected spelling of Mr. Clark's last name on page 2; seconded by Ms. Kilpatrick. MOTION UNANIMOUSLY PASSED.**

**IV. Correspondence & General Public Comments – None**

**V. New Business - None**

**VI. Old Business**

**A. Review of Zoning Ordinance Issues: Sections 17-5, Planning Commission (Officers of Commission; meetings; records)**

Chairman Currey noted that the Commission discussed amendments to Section 17-5 at the November meeting but needed formal action to move this forward to Council.

**MOTION: Ms. Fowler made a motion to approve changes to Section 17-5 of Town Codes, Planning Commission (Officers of Commission; meetings; records) in Exhibit A, and to recommend ordinance changes to Town Council; seconded by Ms. Kilpatrick; MOTION UNANIMOUSLY PASSED.**

**B. Review of Zoning Issues: Section 21-12**

Commission continued discussion of Section 21-12 (Zoning: Lot size, dimension, use location, calculating and measuring areas). Discussion points:

- Language to incorporate consideration for adequate availability of new water taps;
- Benefit of retaining language requiring "generally rectangular shaped lots".

Changes to proposed draft language incorporated in Exhibit B (attached).

**MOTION: Ms. Fowler made a motion to approve changes to Section 21-12 as shown in Exhibit B attached hereto but incorporating language regarding wastewater connections: “create an additional lot, unless the Town’s Water & Sewer Department verifies that sufficient taps are available for any such lot, or eliminate an existing lot”; seconded by Vice-Chairman Winchester.**

**Discussion:**

Commission discussed merits of carving out exemptions for municipal properties, combination of lots and future subdivision that would increase density and the impact this might have on available inventory of wastewater connections.

Some Commission members did not support proposed language regarding water and sewer taps. Vice-Chairman Winchester suggested the Commission remove language specifically addressing the water tap issue to simplify the ordinance.

**MOTION TO AMEND: Ms. Fowler made a motion to approve changes to Section 21-12 as shown on Exhibit B attached hereto; seconded by Mr. Clark; MOTION UNANIMOUSLY PASSED.**

Staff noted that the next step in this process would be a public hearing to receive public feedback during the January 11, 2012 Planning Commission meeting.

**C. Ongoing Town Projects – Status and Staff Report**

1. **Accreted Land Management Plan –**  
Council continues to draft plan details. This work will continue in January 2012.
2. **Community Commercial District:** Ordinance related to CC Overlay Districts #1 and #2 was amended by Council during second reading on December 13, 2011.
3. **Sullivan’s Island Elementary School:** Town reviewed conceptual changes made by CCSD to the proposed new school on December 13, 2011. CCSD will hold a second community workshop, to be held the evening of either January 18, 2012 or January 19, 2012.

**VII. Next Meeting – Wednesday, January 11, 2012**

**5:30PM – MASC Workshop on Island (Planning & Zoning Training for Planning Commission and other Board members)**

**6:30PM – Planning Commission Meeting (Public Hearing)**

There being no further business, the meeting was adjourned at approximately 8:20 pm (Mr. Clark motioned; Ms. Geer seconded; unanimously passed).

Respectfully submitted,  
Lisa Darrow, Asst. to Administrator

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

## EXHIBIT A

### **Sec. 17-5. Officers of commission; meetings; records.**

The Commission shall organize by electing one (1) of its members as chair and one (1) member to serve as vice-chair. The terms of these officers shall be for one (1) year each, but they may be elected to serve successive terms. The commission shall also designate a person to serve as secretary, who need not be a member of the commission, but may be a staff person employed by the Town. The commission shall meet at the call of the chairman or of any three (3) members. It shall adopt rules for the transaction of business and shall keep a record of its transactions, findings and determinations. Records shall be open to the public. (9-16-74, S5)

**EXHIBIT B**

**Section 21-12 recommendations for change – for public hearing 1/1/2012  
(Per Planning Commission meeting 12/14/2012)**

**Sec. 21-12. Lot subdivision, use location and calculation and measurement of areas.**

**A. Lot subdivision.**

Except as otherwise provided in Section 21-49, lots may not be subdivided in any matter that would:

- (1) Create an additional lot, or eliminate an existing lot;
- (2) Reduce the size of a lot below one-half (1/2) acre; or, if the existing lot is smaller than one-half (1/2) acre, diminish the size of the existing lot;
- (3) Reduce the street frontage of any lot to less than fifty feet (50');
- (4) Change any lot lines in such a manner as to adversely affect availability of, or accessibility to, water and sewer taps;
- (5) Create a lot that is not generally rectangular in shape.

Deleted: Lots shall be

Track Changes

Deleted: