# TOWN OF SULLIVAN'S ISLAND SOUTH CAROLINA PLANNING COMMMISSION REGULAR MEETING MINUTES

Wednesday, December 8, 2010

A regular meeting of the Town of Sullivan's Island Planning Commission was held at 6:30 p.m., Wednesday, November 10, 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, Vice-Chairman John Winchester, Aussie Geer, Nicky Bluestein, Anne Osborne Kilpatrick, Elaine Fowler and Chauncey Clark; Asst to Administrator Darrow and Building Official Robinson.

**I.** Call to Order. Chairman Currey called the meeting to order, stated the press and public were duly notified pursuant to state law. Chairman Currey welcomed members of the public, to include Councilmember Jerry Kaynard (in attendance as a resident).

# 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

Chairman Currey noted the Commission has been presented with the November 10, 2010 meeting minutes and had a few minor suggestions for clarification changes. He recommended Staff mark all correspondence provided as Exhibit A individually as such and that the Town should include, in Exhibit C, the verbatim comments and notes Staff transcribed from the public hearing meeting tapes.

MOTION: Ms. Fowler made a motion to approve the November 10, 2010 Minutes with modifications to Exhibit A and C, for clarification, as suggested by Chairman Currey in these minutes; seconded by Mr. Clark; MOTION UNANIMOUSLY PASSED.

#### IV. Correspondence & General Public Comment

Chairman Currey noted that residents Rusty Bennett, Rick Graham and Jerry Kaynard were the members of the public present tonight. He asked if the residents had any comments.

Mr. Kaynard referenced Commission members to his written and verbal comments made at last month's meeting regarding the Community Commercial Overlay District concept.

# V. New Business - None

#### VI. Unfinished Business

# A. Continued Discussion Regarding Community commercial District Overlay District (#1 and #2) Concept

Commission continued reviewed of the draft Community Commercial Overlay District concept document from the November meeting, changes to this document incorporated in **Exhibit A.** Highlights of the discussion and changes are as follows:

1. Rationale and benefit for creating an overlay district.

Ms. Fowler provided some proposed language that would provide the public detailed reasoning for the implementation of an overlay district.

Mr. Bluestein questioned whether the language should be reviewed by the Town attorney for improvements prior to insertion, made a motion that effect but the motion died for lack of second. Commission members noted the Town attorney would review this overlay district concept and any potential ordinance changes, in detail, in the future.

MOTION: Ms. Kilpatrick made a motion to approve the addition of language outlining the benefits of an overlay district, as incorporated in Exhibit A, page 1; seconded by Ms. Fowler. MOTION PASSED.

Ms. Fowler raised a series of questions regarding the overlay district document:

- 2. Item #2, page 2 (Exhibit A) discrepancies with Overlay #2 regarding residential and commercial. Ms. Fowler submitted it might be difficult to justify handling Overlay District #1 properties differently than those in Overlay District #2. She opined that the Design Review Board should be allowed to offer bonuses in both districts if neighborhood compatibility is allowed.
- 3. Clarify Overlay District #1, item #2, page 2 for items such as building height, setbacks and primary building square footage. Commission discussed setbacks allowances for some time.
- 4. Change Overlay District #1, item #8, page 3 to be consistent no allowances from Design Review Board (height, etc). Chairman Currey noted that this topic would be discussed by the Commission later in this document review.

Commission discussion at this meeting primarily focused on **Overlay District #2** (starting at page 4 of 7, Exhibit A). Changes are marked as "track changes" in Exhibit A. Commission discussion centered on the following topics:

- 1. Residential use on first floor of a commercial building in Overlay District #2 will be restricted solely to access of and support for the second floor residence(s).
- 2. Building Official Robinson recommended the Town consider, in concert with approval of this overlay district concept, modifying current Town ordinances to allow multiple water meters on these properties, to separate the residential meter from the commercial meter.
- 3. Commission discussed maximum size of commercial construction and uses in Overlay District #2 for some time.

# Commission decided to defer until January 2011 review of the final points of the Overlay District concept in particular the following:

- ➤ Residential construction special conditions Overlay District #2
- ➤ Commercial construction special conditions Overlay District #1
- ➤ Bonus/no bonus in commercial area of Overlay District #1

# **B.** Continued Discussion of Comprehensive Plan Needs & Goals (Land Use) Commission agreed to defer this matter until February 2011.

# C. Ongoing Town Projects - Status & Staff Report

**Accreted Land Management Plan**: Staff reported Council continues to review and provide input on the consultant's final recommendations, with a December 15, 2010 deadline set for comments to be returned to Town Staff.

Commission then received background on the lot at 3117 Marshall Boulevard, lately in the news. Building Official Robinson noted that the property had been sold to a new owner, the new owner obtained appropriate permits from the Office of Conservation Resource Management (OCRM) to re-nourish the area; and a building permit was properly obtained from the Town. He noted that, although the news reports that the Coastal Conservation League is opposed to this build, the new house will be built on existing high ground, not new fill. Building Official Robinson stressed that the OCRM makes final determination on re-nourishment permits/requests, not the Town.

# VII. Next Meeting – 6:30PM, Wednesday, January 12, 2011

There being no further business, the meeting was adjourned at approximately 8:55 pm (Mr. Winchester motioned; Mr. Bluestein seconded; unanimously passed).

Respectfully submitted, Lisa Darrow, Asst. to Administrator

To be approved at the Wednesday, January 12, 2011 Planning Commission Meeting

Planning Commission Revisions Pursuant to Public Feedback at Public Hearing 6:30PM Wednesday, October 13, 2010 Town Hall, 1610 Middle Street

Community Commercial District – Overlay District Concept (12/8/10 version)



### EXHIBIT A – December 8, 2010 Planning Commission Meeting

### TRACK CHANGES & COMMENTS IN BOLD/UNDERLINE

# What is an Overlay District?

An overlay district or zone is a planning tool a Town uses to identify a special geographic area or zone upon which special requirements are laid over the existing, underlying zoning. [From SC Code Sec. 6-29-720(£)(5)]

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#### Why an Overlay District?

The creation of Overlay Districts, as permitted by S.C. Code Section 6-29-720(C)(5), will be in the best interest of the Town and its residents for a variety of reasons. The creation of the Overlay Districts recommended by the Planning Commission will, among other things, promote appropriate development in the Community Commercial ("CC") District consistent with the Land Use Element Needs and goals set forth in the Town's Comprehensive Plan, including but not limited to (1) creating a balance that will enhance the viability of the businesses within the commercial district for the benefit of the Town's residents and business owners, and yet recognize the predominantly residential nature of the Island and seek to address the concerns of the residents within the CC District; and (2) enhancing neighborhood compatibility.

#### **Specifically these Overlay Districts will:**

- Recognize unique nature of these particular areas in the CC District;
- Allow the Town to be very specific with regard to construction, design, uses and other criteria;
- Clearly differentiate these areas from the balance of the Island and within the Community Commercial District regarding potential subdivision, uses and construction.

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# What Areas Are Being Discussed for Overlay Districts?

Overlay District #1 consists of those lots between Middle Street and Jasper Boulevard from Station 22 ½ to Station 22

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Planning Commission Revisions Pursuant to Public Feedback at Public Hearing 6:30PM Wednesday, October 13, 2010 Town Hall, 1610 Middle Street

Community Commercial District – Overlay District Concept (12/8/10 version)

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Overlay District #2 consists of those lots between I'On Avenue and Middle Street from Station 22 to 2019 Middle Street (currently Sullivan's Restaurant and other businesses) and 2120 Middle Street (currently Prime Time Fitness)

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#### Concept for the Terms of an Overlay District (Overlay District #1)

This overlay district would allow the lots contained therein to be subdivided and would allow the owner to sell either or both individually as he/she desires and provides conditions for the construction of <u>single-family residences</u> to be built upon the residential portion.

#### **Special Conditions**

1. All <u>single-family residences</u> to be built in the residential portion of the overlay district must be reviewed and approved by the Design Review Board.

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#### Planning Commission Revisions Pursuant to Public Feedback at Public Hearing 6:30PM Wednesday, October 13, 2010 Town Hall, 1610 Middle Street

Community Commercial District – Overlay District Concept (12/8/10 version)

2. There will be potential principal building square footage or building height, bonuses of fifteen (15%) percent for neighborhood compatibility for the single-family residences constructed on the residential half of the lots in the overlay district, subject to Design Review Board approval.

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3. <u>Single-family residences</u> in the residential portion of the overlay district must be constructed with walls <u>facing Middle Street</u> appropriately built for sound proofing, as approved by the <u>Design Review Board</u>.

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4. Side setbacks in the residential portion of the overlay district may be reduced by the Design Review Board from those currently required to achieve greater neighborhood compatibility but cannot be less than ten (10') feet.

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5. The existing garage exemption <u>will</u> apply in the overlay district residential portion.

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- 6. There must be provisions for off-street parking for a minimum of two vehicles in the residential portion of the overlay district. (OK "as is")
- 7. The split zoned lots in the overlay district will remain divided as before, that is 50% commercial and 50% residential. (OK "as is")
- 8. Buildings that are constructed in the future on the commercial side of these lots must be built in accordance with the conditions of Sections 21-52(C), 21-54(E) and 21-59 (D) of the Town of Sullivan's Island Code of Ordinances. (OK "as is")

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- 9. The owner of a split zoned lot who subdivides such lot into a residential lot and a commercial lot shall be required, at the owner's sole expense, to create a water and sewer easement between the owner of the residential lot and owner of the commercial lot, from Jasper Boulevard to the commercial lots on Middle Street, which easement must be incorporated into the final plat for the two new lots and which easement, as well as the water and sewer tap locations for both lots, shall conform in all respects to the requirements of the Town [final language subject to review and approval by Town Attorney]. (OK "as is")
- 10. For <u>single family residences</u> to be constructed on the residential portion of the split zoned lots; square footage, lot coverage, building height and building elevation <u>are</u> to be determined by attached Table (Table 1.1).

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Planning Commission Revisions Pursuant to Public Feedback at Public Hearing 6:30PM Wednesday, October 13, 2010 Town Hall, 1610 Middle Street

Community Commercial District – Overlay District Concept (12/8/10 version)

#### Recommended Overlay District 1 Split Zone Lot Residential Construction.

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	Table 1.1							
Lot Size	Maximum	Principal	<u>Principal</u>	<u>Principal</u>	Principal	Principal Principal	Principal	Formatted: Left
	Impervious	Bldg	Building	Building	Building	Building	Building	
	Coverage	Coverage	Square	Square	Square	Height	Height Plus	
	(2005	<u>Footprint</u>	Footage	_Footage \	Footage	2007	_ <u>Maximum</u>	Deleted: (per current ordinance)
	Ordinance) CURRENT	(2007 Ondinonna)	(before June	2007	Plus	<u>Ordinance</u>	of 15%	Formatted: Left
	REQ.	Ordinance) CURRENT	2007 ordinance change)	<u>Ordinance</u>	<u>Maximum</u>	(CURRENT	Bonus	
		REQ	<u>enango</u>	(CURRENT	<u>of 15%</u>	<u>REQ), </u>	PC Proposed	Deleted: Principal Coverage Footprint ¶
			4	REQ)	<u>PC</u>			No Change
					Proposed.			Deleted: Maximum Impervious
10,890	3474 sf	<u>1839 sf</u>	2989 sf	2391 sf	2750 sf	30.4 ft	35.0 ft	Coverage (with 20% reduction)
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7000	2500 sf	<u>1450 sf</u>	<u>2600 sf</u>	2080 sf	2392 sf.	30.4 ft.	35.0 ft	Deleted: 1839 sf
							777	Deleted: 2000 sf
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Foundation Height (all lot sizes)

Not to exceed the lesser of 4ft above grade or 1ft above Base Flood Elevation (2007 Ordinance – Current Requirement)

# **Rationale for Creation of Overlay District One (OD1)**

- 1. The residential portions of the lots are generally under-utilized and do not support neighborhood compatibility.
- 2. <u>Single-family residential houses</u> properly constructed and sited in the residential portion of the overlay district will provide a buffer from the distractions inherent in the commercial district.
- 3. This concept is consistent with the south or beach side of the same block, i.e. 50% commercial and 50% residential.
- 4. If built out in accordance with these recommendations the residential area north of Middle Street could become a neighborhood with generally consistent sized lots and homes thus creating real neighborhood compatibility.

December & 2010 Version
Per Planning Commission Review of Public Comments from
October 13, 2010 Public Hearing on Overlay District Concept.
PC Reviewed OD Concept December 8, 2010

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Building Height (all lot sizes)¶
With 20% Reduction – 30.4 ft (max)¶

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> **Planning Commission Revisions Pursuant to** Public Feedback at Public Hearing 6:30PM Wednesday, October 13, 2010 Town Hall, 1610 Middle Street

#### Community Commercial District – Overlay District Concept (12/8/10 version)

5. The lots in the overlay district are generally of two sizes, approximately 22,000 sf and 14,000 sf. In the case of the 14,000 sf lots, to divide them in a ratio greater than 1 to 1 could create lots too small for comfortable residential construction, thus decreasing the possibility of single-family residences being built.

### Concept for the Terms of an Overlay District (Overlay District #2)

This overlay district would allow the lots contained therein to be subdivided and would allow the owner to sell either or both individually as he/she desires subject to the following conditions:

#### **Special Conditions**

#### **COMMERCIAL CONSTRUCTION – Middle Street Lots**

- 1. Buildings that might be constructed on the commercial half of a lot will be required to adhere to current zoning ordinance regulations except as noted in Table 1.2 and in permitted uses as indicated below.
- Buildings constructed in the commercial half of the area in Overlay District #2 would continue to be regulated by the existing zoning ordinance with respect to permitted uses [Section 21-50 (A-E) of Sullivan's Island Town Code of Ordinances, excepting Section 21-50(C)(3) (a-g), which shall be deleted.]
- 3. Buildings that might be constructed on the commercial half of a lot in Overlay District #2 may have a maximum of two residential units on the upper level in accordance with Section 21-50 (C)(2)(a-f) allowing designation as condominiums in accordance with South Carolina State Law. No residential use shall be permitted on the first level of the building other than access or other residential support as approved by the Design Review Board.
- Buildings that might be constructed in the commercial half of the area in Overlay District #2 must be approved by the Design Review Board. Off-street parking must be provided in accordance with Section 21-143(D) of the Town Code of Ordinances.
- 5. There will be a square footage bonus not to exceed fifteen percent (15%) for neighborhood compatibility for commercial structures constructed in Overlay District #2 as indicated in Table 1.2.
- 6 Sidewalks must be provided whenever commercial buildings are constructed.
- Single-family dwellings or buildings solely for residential use are prohibited on the commercial lots.

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Deleted: as to size, setback heights, etc. [Section 21-52(C), 21-54(E) and 21-59(D) of Sullivan's Island Town Code of Ordinances] Table 1.2 Attached¶

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Community Commercial District – Overlay District Concept (12/8/10 version)

The owner of a split zoned lot who subdivides such lot into a residential lot and a commercial lot shall be required, at the owner's sole expense, to create a water and sewer easement between the owner of the residential lot and owner of the commercial lot, from I'On Avenue to the commercial lots on Middle Street, which easement must be incorporated into the final plat for the two new lots and which easement, as well as the water and sewer tap locations for both lots, shall conform in all respects to the requirements of the Town [final language subject to review and approval by Town Attorney].

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 The Planning Commission recommends that the Town assess the feasibility of allowing separate water meters for commercial structures in Overlay Districts 1 and 2.

Overlay District 2 Split Zone Lots Commercial Construction
TABLE 1.2

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Lot Size	Structure	Structure	Structure	Structure Size	Building	Building
	Size	Size	Size		<u>Height</u>	<u>Height</u>
½ acre	<u>Before</u>	2007	PC Proposed	With Square	<u>2007</u>	PC Proposed
<u>+/-</u>	2007	<u>Ordinance</u>	(2010)	Footage Bonus	Ordinance	(2010)
	Ordinance	Current Req.		Not to Exceed	Current Req.	
	change			<u>15%</u>		
				PC Proposed		
				(2010)		
10 346sf	5 897 sf	4 718 sf	4 500 sf	5 175 sf	30.4 feet	38.0 feet

#### Foundation Height (all lot sizes)

Per current ordinances

See Section 21-59 (A-D) guidelines that determine building elevation in accordance with FEMA and other regulations.

Design Review Board shall not be allowed to increase elevation allowances.

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Community Commercial District – Overlay District Concept (12/8/10 version)

#### **Special Conditions**

#### **RESIDENTIAL CONSTRUCTION - I'On Avenue Lots**

- Single-family residences, constructed in the residential side of these formerly split
  zoned lots in Overlay District #2 must conform to construction requirements of a
  ¼ acre lot anywhere else on the Island, excepting those in Overlay District #1.
  Table 1.3 attached. Height and building elevation will be determined later in
  order to achieve consistency with commercial buildings in this district.
- 2. There will be no square footage or other bonuses for neighborhood compatibility for the houses constructed in Overlay District #2.
- 3. The owner of a split zoned lot who subdivides such lot into a residential lot and a commercial lot shall be required, at the owner's sole expense, to create a water and sewer easement between the owner of the residential lot and owner of the commercial lot, from I'On Avenue to the commercial lots on Middle Street, which easement must be incorporated into the final plat for the two new lots and which easement, as well as the water and sewer tap locations for both lots, shall conform in all respects to the requirements of the Town [final language subject to review and approval by Town Attorney].

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#### **Overlay District 2 Split Zone Lots Residential Construction**

Table 1.3

Lot Size	Maximum	Maximum Principal	Maximum Principal Building
Acreage	Impervious	Building Coverage	(square footage)
	Coverage		
1/4 - Acre	3,474 sf	1,839sf	2,989 sf
(+/-5%)			,

No bonuses for neighborhood compatibility

#### **Building Height (all lot sizes)**

Maximum – 38 ft. or such height as later approved for commercial building height

#### **Building Elevation (all lot sizes)**

7 feet above grade or 2 feet above FEMA Base Flood Elevation in accordance with Section 21-31(B)(1)(2) of Sullivan's Island Codes of Ordinances

#### Rationale for Creation of Overlay District Two (OD2)

1. The current conditions represent scattered development. There are a total of ten (10) lots; seven (7) with varied commercial uses, condominiums, post office,

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Community Commercial District – Overlay District Concept (12/8/10 version) restaurants and professional offices. Three (3) of the lots are essentially undeveloped for commercial use.

- 2. There are advantages to the Town and residents in having low-impact commercial development along this corridor including convenience of potential services, appearance, and tax revenues for the Town.
- 3. Certain commercial development could result in increased off-street parking.
- 4. Commercial development is consistent with the Town's Comprehensive Plan.
- 5. Any future commercial development must be architecturally compatible with Sullivan's Island and of low impact to the community.
- 6. The conditions proposed are designed to promote appropriate commercial development consistent with our Comprehensive Plan and consistent with Island values as to use, size and appearance.

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dedicated for residential use.							
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# **Overlay District 2 Split Zone Lots Commercial Construction**

Table 1.2

Lot Size Acreage	Lot Size Square	Maximum Size -	Maximum Size –
	Footage	Sec. 21-52(A)	Sec. 21-52(C) (6/19/2007)
<sup>1</sup> / <sub>4</sub> - Acre (+/-5%)	10,346	5,897 sf	4,718 sf

# **Building Height (all lot sizes)**

Per Current Ordinance Section 21-52 (A) – 38 ft (max) Per Current Ordinance Section 21-52 (C) – 30.4 ft (max)