

**TOWN OF SULLIVAN'S ISLAND  
SOUTH CAROLINA  
PLANNING COMMISSION MINUTES**

Wednesday, March 12, 2008

The regular meeting of the Town of Sullivan's Island Planning Commission was held at 6:30pm on Wednesday, March 12, 2008 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, Nicky Bluestein, Anne Osborne Kilpatrick, Bobby Thompson and Elaine Fowler; Zoning Administrator Kent Prause and Asst. to Administrator Lisa Darrow. Absent was Aussie Geer.

**I. Call to Order.** Chairman Currey called the meeting to order, stated the press and public were duly notified pursuant to state law and noted that all Commission members were present except Ms. Geer.

**II. Approval of Agenda**

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

**III. Approval of Minutes**

**February 13, 2008 Workshop/Special Commission Meeting  
February 13, 2008 Regular Commission Meeting**

**MOTION: Mr. Winchester made a motion to approve the minutes from the two meetings on February 13, 2008, as presented: Workshop/Special Meeting and Regular Commission Meeting; seconded by Mr. Thompson; MOTION UNANIMOUSLY PASSED.**

**IV. Review and Approval of Rules of Procedures**

Chairman Currey reviewed his proposed revisions to the Commission's Rules of Procedures, specifically Article III, Public Hearings, Section 4, Procedure (**Exhibit A attached**). He noted that he attempted to capture the procedure for Public Hearings and clarify with a checklist. The Commission agreed to the following language changes:

- Revise to state public comments shall "**normally**" be limited to three (3) minutes and that speaker "**will be asked**" to not re-state previously stated comments.
- Change item 8 on checklist to read "Motion;" remove "consensus development" from item 9.

Ms. Fowler expressed need for Article V, Section 2, Plats to be reviewed and reworked to align with Town Codes and S.C. Codes regarding plat review procedures, time frame for Planning Commission to render recommendation on plats and appeals procedures for applicants. The Commission asked Ms. Fowler to work with Staff to review this section and provide some revised language at next month's meeting.

**V. Correspondence**

Asst to Administrator Darrow reported she continues to receive Comprehensive Plan surveys and coordinates with BCD-COG to provide the information for their ongoing survey updates. Otherwise, she reported no correspondence.

**VI. General Public Comment - None**

**VII. Unfinished Business**

**1. Accreted Land Management RFQ – status update**

Chairman Currey reported that the Town continues to work with the selected candidate firm to obtain a contract and final scope of work.

**2. Master Community Commercial (CC) District Plan Consultant Services RFP – status update**

Chairman Currey reported that the Selection Committee will meet at 4:00pm on Tuesday, April 1, 2008 to begin the process of reviewing RFP responses and selecting a candidate. Chairman Currey noted that the Selection Committee will consist of Council members and two members from the Planning Commission: himself and Mr. Winchester.

**3. Town Comprehensive Plan 10 Year Review – status update**

The Commission discussed a strategy for reviewing the comprehensive plan and meeting its June 2008 deadline to provide a written plan to Council. After much discussion, the Commission agreed upon the following strategy:

1. Monthly workshops on the nine (9) elements. The workshops will be from 5:00pm-6:30pm just prior to the published regular Commission meetings.

The main objective for these workshops: Commission would receive new input from BCD-COG on nine (9) Elements and/or reviewing revisions to previously presented Elements. Public input would be reserved to the regular Commission meeting following the workshop.

2. Regular Planning Commission Meeting at 6:30pm. Public input would be accepted at these meetings. First order of business would be review of Needs, Goals and Strategies for the nine (9) elements. Commission expressed strong desire to develop and craft the Needs, Goals and Strategies themselves with some assistance from BCD-COG regarding semantics and language.

Chairman Currey asked Staff to ensure public is made aware of this strategy through the Town website and other public notice efforts. He stated he would contact Ms. Gilreath to get revised versions of all Elements discussed, to date, for the April 9, 2008 Workshop. He will coordinate obtaining new Element drafts for Commission review at least two (2) weeks prior to the Workshops, to facilitate review of same and best utilize limited time with BCD-COG at workshops.

## **VIII. New Business**

### **Roadway Improvement Grants**

Mr. Bluestein commented on the grant funds Ms. Gilreath of BCD-COG mentioned, this evening, for road, sidewalk and striping improvements. Specifically, he mentioned the \$500,000 fund balance available to Charleston County municipalities from the Transportation Sales Tax revenue and \$250,000 matching grant funds available for sidewalk and/or striping repairs as part of the FY08 CHATS Transportation Enhancement Projects program. The Commission strongly encouraged all efforts to obtain grant funds for improvements, such as sidewalks, re-striping and bicycle lanes.

There being no further business, the meeting was adjourned (motion by Ms. Osborne Kilpatrick; seconded by Mr. Winchester; unanimously passed) at 8:02 p.m.

Respectfully submitted,

Lisa Darrow  
Asst. to Administrator

Approved at the April 9, 2008 Regular Planning Commission Meeting