



**Town of Sullivan's Island, South Carolina
Planning Commission
Regular Meeting Minutes**

Wednesday, January 12, 2022

A regular meeting was held at 5:00 pm, on Wednesday, January 12, 2022, in Town Hall at 2056 Middle Street. All requirements of the Freedom of Information Act were verified to have been satisfied.

Present: Commissioners Carl Hubbard, David Peterseim, Charles Cole, Laura Schroeder, Gallia Coles, and Mark Howard. Commissioner Manda Poletti was not present.

Staff Members: Joe Henderson, Director of Planning, and Pamela Otto, Planning Commission staff member.

A. Call to Order. Chair Hubbard called the meeting to order at 5:01 pm, and it was stated the press and public were duly notified pursuant to the Freedom of Information Act requirements. There were no members of the public present and no members of the media present.

B. Approval of Minutes – November 10, 2021

Motion: A motion was made by Ms. Schroeder to approve the August 11, 2021 minutes; seconded by Mr. Howard. This motion passed unanimously.

C. Items for Consideration

Comprehensive Plan Update: Discussion regarding timeline for conducting the state mandated five-year update of the Comprehensive Plan 2018-2028.

Henderson provided some background on the Planning Commission's approval and adoption of the Comprehensive Plan 2018-2028 and its goals and objectives. State enabling legislation requires that every five years there needs to be an update to the plan. Various sections of the plan will be reviewed and approved by the Planning Commission by the update deadline of

October 2023. Tables will be updated with 2020 Census data; maps will be updated and progress on the goals will be determined to see if it is necessary for the adoption of new goals.

Discussion

Henderson stated the first step is for staff to research the most recent Census data to establish the Town's existing conditions. Staff and the Commission would then identify where statistics, tables and language referring to demographics would need to be updated. The process would also involve determining if there needs to be any new goals or objectives.

The Planning Commission would then provide a recommendation of the Plan's updates to Town Council. Typically, Town Council will make some minor refinements. There will then be three (3) readings with a second reading serving as an opportunity for public input. If there are any major changes, Council reserves the right to remand for further study of the Planning Commission with an additional endorsement.

Henderson explained one example of a goal update would be providing status updates on various capital improvement plans and infrastructure implementation. This could be updating the status of building new facilities such as the construction of the wastewater treatment plant, construction of the new fire station and improvements to the Town's parks.

Another major update discussed could be the Town's progress on the Resiliency and Sea-level Rise Element's goals for improvements to storm water infrastructure, as well as work done by Charleston County and South Carolina Department of Transportation (SCDOT) to improve and prevent flooding.

Henderson suggested that the Comprehensive Plan update could likely be done completely in-house due to most recent Census Data coming out through 2022.

There was some discussion of the subcommittee created by the Land Use and Natural Resource (LUNR) Subcommittee, *Historic Preservation and Design Study Group (HPDSG)*, and their role in the Comprehensive Plan. Their goal is to provide broad policy recommendations for possible Zoning Ordinance changes to address home size, scale and massing regulations.

The Planning Commission would be responsible for writing of any ordinance changes, if deemed necessary by the study group and Town Council. The process of the study group recommendations will be first heard by the LUNR Committee; LUNR will send the recommendations on to Town Council; Town Council will send them to the Planning Commission for the crafting of the language and the public hearing; Planning Commission will then send the language for the changes back to Council for three (3) readings.

Henderson expressed that the Commissioners and the public are welcome to attend these meetings and upcoming dates and times would be advertised on the Town's webpage dedicated to the *HPDSG* meeting. The Town will also be advertising the meetings in the local news media and will be posted in Town Hall.

D. Public Input and Correspondence. There was no public input or correspondence.

E. Adjourn

Motion: A motion was made to adjourn by Mr. Cole; seconded by Mr. Peterseim. This motion passed unanimously; the meeting adjourned at approximately 5:40 pm.

Respectfully submitted,

Pamela Otto,

Planning Commission Staff



Carl Hubbard, Chair

3-22-22

Date