



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

Wednesday, April 13, 2022

A regular meeting was held at 5:00pm, on Wednesday, April 13, 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 (Chair), Manda Poletti (Vice Chair), Laura Schroeder, Charles Cole, Mark Howard, and Gallia Coles.

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 5:00pm, 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 – March 9, 2022**
Motion: A motion was made by Mr. Howard to approve the March 9, 2022 meeting minutes; seconded by Ms. Schroeder. This motion passed unanimously.
- C. **Text Amendments (Public Hearing)**
 1. Zoning Ordinance Text Amendments for Recodification: Town Staff and recodification consultants, American Legal Publishing Corporation, request approval of various grammatical revisions, correction of scrivener's errors and update of annotations for the recodification of Chapter 21 of the Town Code of Ordinances (Zoning Ordinance).

Henderson stated this was part of a larger project that has been ongoing for the past two (2) years, a recodification and digitization of the entire Town Code. He said that up to this point the Code has been posted on the Town website in static pdf (portable document format), making it difficult to find a particular provision if needed, you would have to scan the entire document to find the text you need. American Legal Publication Corporation is one of two corporations nationwide, the other being Municode, that will make the Town Code searchable. Out of the entire code, the only portion that needs Planning Commission approval with a public hearing is

the Zoning Ordinance, Chapter 21. There are no substantive changes being made, they are only fixing errors and formatting discrepancies. Henderson then went through the list of errors, and how they will be fixed, given by American Legal Publishing Corporation, which is attached.

Public Comment

There was no public comment.

Motion: Chair Hubbard made a motion to recommend to Town Council to approve all the suggested grammatical revisions, correction of scrivener’s errors and update of annotations, formatting, for Chapter 21, the Zoning Ordinance, also, for Town Council to approve of any similar non-substantive grammatical corrections, scrivener’s errors and formatting changes discovered in Chapter 21, the Zoning Ordinance, as the Town goes through the digitization process for recodification of all Town Ordinances; seconded by Ms. Poletti. This motion passed unanimously.

D. Items for Discussion

1. Commercial District Parking

Henderson explained that this issue was brought up by Ms. Schroeder at the last Planning Commission meeting. He went on to say that when the Planning Commission approved a text amendment for private parking lots, they also asked Town Council to investigate solutions for parking in the commercial district. The Comprehensive Plan discusses parking in the commercial district in two (2) separate places. First in Economic Policy 2: Revisit the Community Commercial District Master Plan, which says to update the plan when needed and re-evaluate parking within the commercial district. It is also discussed within the Transportation Plan under Transportation Policy 6: Address Community Parking Needs, which says to examine parking management solutions for Middle Street for the entire community commercial district. The Town has looked at this in the past, most recently with a Planning Charette in 2008. For this, an engineering firm, landscape architects, commercial district business owners and community decision makers came together to make this plan. They considered the existing conditions of the Town and the commercial district, outlined the problems and then proposed several solutions to address the problems.

Discussion

Ms. Schroeder feels this is a growing concern for the Town, there is a safety issue, particularly the perpendicular parking there now. She is also concerned with pedestrian safety in that area. The Planning Charette has very useful information that can be refined and brought back to the South Carolina Department of Transportation (SCDOT) to get specific feedback, it is a very good starting point. Ms. Poletti agrees with Ms. Schroeder, for safety and congestion reasons, it is difficult to drive through the district with people crossing the street and cars pulling out. Ms. Poletti asked if this was an ongoing discussion for Town Council. Henderson stated that periodically Council discusses the issue, most recently they decided to not move forward with any improvements due to the loss of perpendicular spaces available to surrounding business

owners. Ms. Poletti feels the businesses will not be impacted by fixing this issue, especially with the recent opening of a parking lot in the business district. Henderson said another reason for Council's reluctance is the expense of improving an SCDOT right of way, which would include stormwater improvements as well as curb, gutter and sidewalks. The Town would have to pay for the project as well as set up a stormwater management plan. Also the reverse angle parking recommended by the Charette was rejected by the SCDOT because it did not meet their Access and Roadside Management Standards (ARMS). Ownership is an issue as well, because private property starts halfway through the perpendicular spots on Middle Street in the commercial district, so you can't put in a sidewalk because it would be on private property. Ms. Poletti asked about possible parallel parking, replacing the perpendicular parking. Chair Hubbard asked for plat maps that would show the property ownership lines.

Ms. Schroeder brought up a part of the Parking Charette that mentioned closing Station 22.5 from Middle Street to I'On Avenue to add parking and golf cart parking, therefore replacing any parking lost by switching to parallel parking where there is now perpendicular parking. Mr. Hubbard mentioned the service route would have to be kept for delivery access to the businesses.

Mr. Hubbard asked if it would be better for the Planning Commission to request Town Council to take this issue up in earnest. Henderson said the recommendation would come in the form of a memo to Council. He said he would work to draft a memo, pointing out how it was part of the Comprehensive Plan, and some members of the Planning Commission could come to a Council meeting and present it to Town Council.

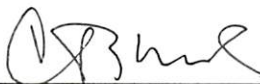
Ms. Poletti said that the congestion and traffic is not the same as 2008, when it was last considered, it is much more congested now. She feels the Town should be proactive not reactive, it is better to deal with this now.

Henderson stated that he will draft a memo for the Planning Commission to discuss at their next meeting in May. The Commission can then make a motion to forward the memo to Town Council. Mr. Howard said the memo should mention that now there is a commercial parking lot, adding more parking, the Town can be more proactive in pursuing a solution to the commercial district parking.

E. **Adjourn.** There being no new business and nor further discussion, the meeting was adjourned at approximately 5:54pm.

Motion: A motion was made to adjourn by Chair Hubbard; seconded by Ms. Schroeder. This motion passed unanimously.

Respectfully submitted,
Pamela Otto, Planning Commission staff



Carl Hubbard, Chair

6-2-22

Date