



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

Wednesday, November 10, 2021

A regular meeting was held at 6:00pm, on Wednesday, November 10, 2021, 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, Manda Poletti, David Peterseim, Charles Cole, Laura Schroeder, and Mark Howard. Commissioner Gallia Coles 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, and it was stated the press and public were duly notified pursuant to the Freedom of Information Act requirements. There was one (1) member of the public present (Council member Gary Visser) and no members of the media present.

B. Approval of Minutes – August 11, 2021

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

C. Items for Consideration

Chair Hubbard welcomed new Commission member Mark Howard.

1. Planning Commission meeting dates for 2022: Staff requests review and consideration of the draft schedule for Commission meetings. The Commission discussed and decided to change the time of the Planning Commission meetings from 6:00pm to 5:00pm.

Motion: A motion was made by Mr. Peterseim to accept the proposed Planning Commission meeting dates and change the meeting time from 6:00pm to 5:00pm; seconded by Ms. Schroeder. This motion passed unanimously.

- 2. Election of Planning Commission Officers:** Election of chair and vice-chair per Town Code Section 17-5 (officers of commission; meetings; records). Mr. Peterseim nominated Carl Hubbard for Chair and Manda Poletti for Vice-Chair; seconded by Ms. Schroeder; this passed unanimously.

Henderson provided an update on the formation of a task force or working group to take a broad look at new construction, historic addition, and construction on residential properties. The Land Use and Natural Resource (LUNR) Committee would like for the task force take a broad look at the Zoning ordinances and make recommendations to the Planning Commission, who will be the ones to rewrite the text. Council member Gary Visser was present to give a brief rundown of the LUNR Committee decisions about the task force and its membership. The hope is that it will be made of a single member each from the pertinent Boards and Commissions; Planning Commission, Design Review Board, and Board of Zoning Appeals. Mr. Visser also would like to have an architect, a builder, and an historic preservation expert as members of the task force/study group which will be made up of voting and non-voting advisory members. The structure of the potential meetings was also discussed, that they would be open to the public with agendas and minutes. Henderson stated that the purpose of this group was to provide general direction, and the Planning Commission would deal with the minutiae.

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

E. Adjourn

Motion: A motion was made to adjourn by Chair Cole; seconded by Mr. Howard. This motion passed unanimously and the meeting adjourned at approximately 6:36pm.

Respectfully submitted,
Pamela Otto
Planning Commission Staff



Carl Hubbard, Chair

1-12-22
Date