



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

**Wednesday, November 8, 2023**

A regular meeting was held at 6:00 pm, on Wednesday, November 8, 2023, in Town Hall at 2056 Middle Street. All requirements of the Freedom of Information Act were verified to have been satisfied.

**Present:** Commissioners Manda Poletti (Chair), David Peterseim, Gallia Coles, Charles Cole, and Laura Schroeder.

**Staff Members:** Charles Drayton, Director of Planning and Zoning, Joe Henderson, Deputy Administrator, Jessi Gress, and Pamela Otto, Planning Commission staff member.

A. **Call to Order.** Chair Poletti called the meeting to order at 6:02 p.m. It was stated the press and public were duly notified pursuant to the Freedom of Information Act requirements.

**Public:** There were no (0) members of the public present.

**Media:** There were no members of the media present.

B. **Approval of Minutes – October 11, 2023**

**Motion:** A Motion was made to approve the October 11, 2023 Planning Commission Meeting Minutes by Mr. Peterseim, seconded by Ms. Schroeder; this motion passed unanimously.

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

D. **Public Hearing for Zoning Ordinance Text Amendments**

1. Front Setback and Façade Regulations, Zoning Ordinance Subsection §21-22 B: Consideration to consolidate front setback and façade regulations.

2. Side Setback and Façade Regulations, Zoning Ordinance Subsection §21-22 C: Consideration to consolidate side setback and façade regulations, update the requirements along side setbacks, and to reduce the Design Review Board discretion for modifying setback and façade regulations.

3. Side Setback and Façade Regulations, Zoning Ordinance Subsection §21-22 D:  
Consideration to delete Subsection §21-22 D. and incorporate side façade regulations into the side setback subsection §21-22 C.
4. Side Setback and Façade Regulations, Zoning Ordinance Section §21-29:  
Consideration to delete §21-29, incorporating front façade regulations into subsection §21-22 B. and incorporating modified side façade regulations into S21-22 C.

Chair Poletti read all amendments and then moved into the Public Hearing.

The Public Hearing began at 6:04 p.m. and ended at 6:05 p.m., there being no public comments. There were no questions from the Commission.

Charles Drayton introduced Katheryn Basha and Wyatt Stitely from the Berkeley-Charleston-Dorchester Council of Governments (BCDCOG), as well as Jessi Gress and Joe Henderson, Town of Sullivan's Island employees in attendance.

**Motion:** A motion was made to approve these text amendments by Ms. Schroeder, seconded by Mr. Cole; this motion passed unanimously, 5-0.

E. **2023 Sullivan's Island Comprehensive Plan 5-Year Review:**

Public Open House with stations to discuss 5 elements of the Plan: population, housing, economic development, land use, and transportation.

Mr. Drayton stated this meeting will have five stations, one for each of the five elements of the Comprehensive Plan to be discussed (Population, Housing, Economics, Transportation, and Land Use) and another five stations will be discussed next month, leaving the January meeting open for other opportunities. He proposed the third open house be moved to the February meeting and the Commission agreed. That is also when the Commission would review the draft of the updated Comprehensive Plan document. Mr. Drayton explained the procedure for the open house with the opportunity for the public to review the draft data, goals, and objectives that have been updated thus far and stated people can write down ideas that will be considered to be added to the draft.

- F. **Adjourn.** There being no new business, nor further discussion, the meeting adjourned at approximately 6:57 p.m.

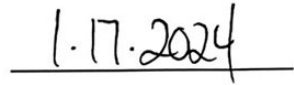
**Motion:** A motion was made to adjourn by Ms. Schroeder, seconded by Mr. Peterseim; this motion passed unanimously, 5-0.

Respectfully submitted,

Pamela Otto, Planning Commission Staff



Manda Poletti, Chair



Date