



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

**Wednesday, January 14, 2026**

A regularly scheduled meeting of the Planning Commission was held at 4:00 pm, on Wednesday, January 14, 2026, in Town Hall at 2056 Middle Street. All requirements of the Freedom of Information Act were verified to have been satisfied.

**Present:** Manda Poletti (Chair), Charles Cole, Mark Howard, Garth Lynch,

**Staff Members:** Charles Drayton, Rebecca Fanning, and Pam Otto

**A. Call to Order:** Chair Poletti called the meeting to order at 4:00 p.m.

**B. Confirmation of Freedom of Information Act Requirements**

It was stated the press and public were duly notified pursuant to the Freedom of Information Act requirements.

**Public:** There were three (3) members of the public present.

**Media:** There were no (0) members of the media present.

**C. Approval of the Minutes from December 10, 2025**

**Motion:** Motion was made to approve the December 10, 2025 Planning Commission Meeting Minutes by Mark Howard, seconded by Garth Lynch, passed unanimously.

**D. Public Input and Correspondence** None

**E. Boundary Adjustment Plat Approval**

- 1) **907 Middle Street (Boundary Adjustment Plat):** Charles F. Dawley, Jr. of Dawley Surveying Company, LLC, requests approval for the boundary line adjustment between two parcels of land identified as 907 Middle Street (TMS#523-06-00-054). Owned by J. Keitt Hane, and the adjacent Town-owned beach parcel, identified as TMS# 523-06-00-073, honoring the language of Mr. Hane's deed, which states that his property extends to the beach. This boundary adjustment plat is requested under the terms and conditions of the zoning ordinance §21-12 A.

Zoning Administrator Charles Drayton summarized the history of the deed and stated staff recommends approval. He provided a view of the map and boundary lines for reference. He then took questions from the Commission.

**Motion:** Motion was made to approve Adjustment Plat for 907 Middle, contingent on approval of the terms of the associated Quit Claim Deed by Town Council, was made by Manda Poletti, seconded by Garth Lynch, passed unanimously.

**F. Planning Commission discussion of proposed amendment to Zoning Ordinance Sections 21-20 & 21-69.**

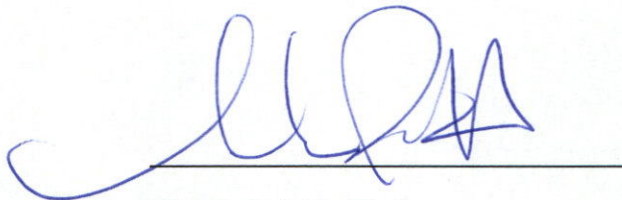
Chair Poletti feels they should look at all solutions – nature-based, engineered, and hybrid. She also requested that DES (Department of Environmental Services) come to speak and answer questions for the Commission. She also wants to review the 50% rule that refers to the amount of damage that can be done before an erosion structure is not allowed to be repaired. She also suggested adding language to specify if the ordinance applies to RC-1 or RC-2 and the rest of the Commission agreed.

**G. Adjourn.** There being no new business, nor further discussion, the meeting adjourned at approximately 4:26 p.m.

**Motion:** Motion was made to adjourn at 4:26 p.m. by Charlie Cole, seconded by Garth Lynch, passed unanimously.

Respectfully submitted,

Pamela Otto, Planning Commission Staff



Manda Poletti, Chair



Date