

**TOWN OF SULLIVAN'S ISLAND
SOUTH CAROLINA
PLANNING COMMISSION
REGULAR MEETING MINUTES
Wednesday, December 10, 2008**

A regular meeting of the Town of Sullivan's Island Planning Commission was held at 6:35 p.m., Wednesday, December 10, 2008 in Town Council Chambers, 1610 Middle Street all requirements of the Freedom of Information Act having been satisfied. Present were Commission members Chairman Hal Currey; Vice-Chairman John Winchester, Aussie Geer, Nicky Bluestein, Anne Osborne Kilpatrick and Bobby Thompson; Town Administrator Benke (left early); Zoning Administrator Kent Prause and Assistant to Administrator Lisa Darrow.

I. Call to Order. Chairman Currey called the meeting to order and stated the press and public were duly notified pursuant to state law. He noted Elaine Fowler had an excused absence.

II. Approval of Agenda.

MOTION: Ms. Kilpatrick made a motion to approve the agenda with the following amendment: add consideration of October 13, 2008 Special Council Meeting minutes and move up item Item VI Unfinished Business, (A) Accreted Land Management Plan – status and (B) Community Commercial District Master Plan – status for discussion just after approval of the agenda; seconded by Mr. Winchester; MOTION PASSED UNANIMOUSLY.

VI. Old Business

Town Administrator Benke provided a report on the status of the Accreted Land Management Plan and Community Commercial District Master Plan.

A. Accreted Land Management Consultant Services – Status Update

Administrator Benke noted that the Town's consultant, CS&E, have completed 85% of the research, with some additional field data and models to prepare. He anticipates the Town receiving a product in early January 2009. He relayed the tentative process afterward:

1. CS&E will meet with the Administrator and Real Estate Committee of Council to review the format, layout and compliance of the product to the published RFP;
2. Original consultant Selection Committee will review the plan details for form and completeness;
3. Public meeting will be held to present findings and recommendations to public and Town Council;
4. Council will deliberate the Plan, implementation measures and funding issues before rendering a decision on a course of action.

B. Community Commercial (CC) District Master Plan – Status

Administrator Benke noted that this Plan will follow a similar process as the Accreted Land Management Plan. The estimated timing is as follows:

1. December 17, 2008: Administrator and Real Estate Committee of Council will meet with consultants Seamon Whiteside & Associates/Urban Edge Design to review draft Plan for layout, format and RFP compliance.
2. Early January 2009: consultants meet with Selection Committee
3. Late January/early February 2009: public meeting to present consultant's findings and recommendations.
4. Probably Council will ask Planning Commission to review the Plan for consistency with Comprehensive Plan and Zoning Ordinance and make recommendations thereto (by resolution).
5. Town Council will probably hold a similar review of the Plan and receive public again.
6. Council will deliberate Plan before adopting final version as well as formulating an implementation schedule. Council would also need to identify funding needs and sources as part of an implementation strategy.

Administrator Benke noted that there may be modifications to the Zoning Ordinance that would require Planning Commission input and consideration under a public hearing process.

III. Approval of Minutes.

November 12, 2008 Special Planning Commission Meeting/Comprehensive Plan Workshop

MOTION: Ms. Geer made a motion to approve the November 12, 2008 Special Planning Commission/Workshop meeting minutes with notation that Bobby Thompson's absence was excused; seconded by Ms. Kilpatrick; MOTION PASSED UNANIMOUSLY.

November 12, 2008 Regular Planning Commission Meeting

MOTION: Ms. Geer made a motion to approve the November 12, 2008 Regular Planning Commission meeting minutes as presented; MOTION PASSED UNANIMOUSLY.

November 20, 2008 Special Planning Commission Meeting

MOTION: Ms. Geer made a motion to approve the November 20, 2008 Special Planning Commission minutes as presented; seconded by Ms. Kilpatrick; MOTION PASSED UNANIMOUSLY.

October 13, 2008 Special Planning Commission Meeting

A few Commission members asked that the sequence of events in the minutes drafted by the recording secretary be re-arranged, for clarity. With these revisions and a few minor grammatical and spelling changes, the Commission felt ready to entertain a motion regarding these minutes.

MOTION: Ms. Kilpatrick made a motion to approve the October 13, 2008 Special Planning Commission Meeting minutes with minor grammar and spelling changes and a re-ordering of existing information for clarity; seconded by Mr. Winchester; MOTION PASSED UNANIMOUSLY.

IV. Correspondence & General Public Comments - None

V. New Business

A. Review of Final Draft of 2008 Town Comprehensive Plan

Chairman Currey reminded Commission of his comments made just prior to this meeting regarding the Comprehensive Plan. He noted the Commission finished its final review of the Plan in total and Staff provided the Commission with a draft resolution recommending approval of the Plan to Town Council (Exhibit A).

MOTION: Ms. Geer made a motion to approve the resolution as provided (Exhibit A) recommending to Town Council the approval of the draft 2008 Comprehensive Plan; seconded by Ms. Kilpatrick; MOTION PASSED UNANIMOUSLY.

Chairman Currey noted that BCD-COG representatives would work with Asst to Administrator Darrow over the next few days to finalize the maps, charts and minor changes to the Plan. Additionally, Chairman Currey stated that he would work with Asst to Administrator Darrow to prepare an executive summary of the Plan for Council. Final versions of the draft Plan and executive summary would be presented to Council at its regular meeting next week, Tuesday, December 16, 2008.

Chairman thanked the Commission and Staff for their hard work on this project and looked forward to handing this Plan to Council.

MOTION: Ms. Kilpatrick made a motion commending Staff for its assistance with this project, most especially Asst. to Administrator Lisa Darrow; seconded by Mr. Winchester; MOTION PASSED UNANIMOUSLY.

The meeting was adjourned at approximately 7:05 p.m. (Chairman Currey motioned; Ms. Geer seconded).

Respectfully submitted,
Lisa Darrow
Asst. to Administrator

Approved at the January 14, 2009 Regular Planning Commission Meeting