

**TOWN OF SULLIVAN'S ISLAND
SOUTH CAROLINA
PLANNING COMMISSION
REGULAR MEETING MINUTES
Wednesday, February 9, 2011**

A regular meeting of the Town of Sullivan's Island Planning Commission was held at 6:30 p.m., Wednesday, February 9, 2011 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, Elaine Fowler and Chauncey Clark; Asst to Administrator Darrow and Building Official Robinson.

I. Call to Order. Chairman Currey called the meeting to order, stated the press and public were duly notified pursuant to state law and noted all Commission members were present except Anne Osborne Kilpatrick, whose absence was excused. Chairman Currey welcomed members of the public, to include Councilmember Jerry Kaynard (in attendance as a resident).

II. Approval of Agenda

MOTION: Mr. Clark made a motion to approve the agenda; seconded by Ms. Geer; MOTION UNANIMOUSLY PASSED.

III. Approval of Minutes

MOTION: Mr. Clark made a motion to approve the January 12, 2011 minutes as presented; seconded by Ms. Geer; MOTION UNANIMOUSLY PASSED.

IV. Correspondence & General Public Comment - None

V. New Business

Mr. Winchester asked how the Council retreat on January 29, 2011 went and what topics were covered. Council member Kaynard made some general comments about the retreat, which he characterized as a helpful session. Staff noted that minutes from this meeting should be available soon, too.

VI. Unfinished Business

A. Community Commercial District Overlay District (#1 & #2) Concept-Status

Chairman Currey reported the status of Community Commercial Overlay concept to Council at its February 7, 2011 meeting. He reported that Council directed the Planning Commission to convert the overlay district concept into an ordinance for their consideration. Chairman Currey said he would begin the process by consulting with the Town Attorney and Administrator.

Chairman Currey relayed Council's feedback: Council seemed to find the lot structure size acceptable. Planning Commission recommends 38' total building height for Overlay District #2 residential and commercial structures. Council queried how this height was decided. Council engaged in some discussion regarding pitch and flat roofs, design standards and what was the definition of neighborhood compatibility.

In response to Chairman Currey's request, Building Official Robinson explained neighborhood compatibility noting that it is defined by the Design Review Board in the Town ordinances, such as Sections 21-66 and 21-111. Mr. Winchester stated he believes Council would like more specific information.

Ms. Fowler opined that the Comprehensive Plan Needs & Goals should be considered in addition to neighborhood compatibility. Chairman Currey noted he would meet with Town Staff and probably the Design Review Board Chairman to draft some general design guidelines for the Commission's future review.

Thereafter the Commission made a few minor changes to the Overlay District Concept for clarification, based upon feedback from Council (**Exhibit A**).

B. Continued Discussion of Comprehensive Plan Needs & Goals (Land Use)

Commission reviewed the Land Use Needs & Goals from the Comprehensive Plan. Ms. Fowler noted that statement #3 in the Needs in Goals should be modified during the next review of the Plan to read, "Preserve and maintain the eclectic nature of Island architecture." Commission discussed how to include language that would encourage preservation of an eclectic nature to the Island. Commission members expressed a desire to encourage a diversity of styles that would be harmonious with the vernacular style of the Island. Chairman Currey said he would research design standards and information from other areas for reference by Commission.

C. Ongoing Town Projects – Status & Staff Report

Accreted Land Management Plan: Staff reported Council will conduct a walking tour of the Accreted Land on Friday, March 11, 2011 (3:00PM-6:00PM) in preparation for a Special Council Meeting at Town Hall from 9:00AM-5:00PM on Saturday, March 12, 2011. At the Special Council meeting Council will review and discuss Zone 1 and Zone 3 of the Accreted Land Management Plan. As always, Council meetings are open to the public.

Certified Local Government: Building Official Robinson announced that the Town has achieved recognition as being a Certified Local Government, a state and national designation through the National Park Service (NPS) and State Historic Preservation Office (SHPO). This means, among other things, that the Town's ordinances related to the Design Review Board meet NPS and SHPO standards. Also, the DRB board and its guidelines meet national standards too. The first goal with this program is to have members of the Design Review Board receive training, with the expense being partially off-set by a CLG training grant. To that end, DRB and Planning Commission members are invited to attend the SCHPO on March 31, 2011 and April 1, 2011. Building Official Robinson will send more information to Commission members soon.

VII. Next Meeting – 6:30PM, Wednesday, March 9, 2011

There being no further business, the meeting was adjourned at approximately 7:45 pm (Mr. Winchester motioned; Mr. Clark seconded; unanimously passed).

Respectfully submitted,
Lisa Darrow, Asst. to Administrator

Approved at the Wednesday, March 9, 2011 Planning Commission Meeting