

**TOWN OF SULLIVAN'S ISLAND
SOUTH CAROLINA
PLANNING COMMISSION
REGULAR MEETING MINUTES
Wednesday, November 14, 2012**

A regular meeting of the Town of Sullivan's Island Planning Commission was held at 6:30 p.m., Wednesday, November 14, 2012 in Town Hall at 2050-B Middle Street, all requirements of the Freedom of Information Act having been satisfied. Present were Commission members Hal Currey, Carlsen Huey, Anne Osborne Kilpatrick, Gary Visser and Rusty Bennett; Staff member Asst. to Administrator Darrow and Building Official/Acting Zoning Administrator Robinson.

Chairman Clark had taken ill close to the start of the meeting and could not attend. As the Commission also did not have a Vice-Chair (Elaine Fowler resigned/moved off-island earlier this month), the Commission agreed that member Hal Currey would serve as acting-Chair for this meeting.

I. Call to Order. Acting-Chair Currey called the meeting to order, stated the press and public were duly notified pursuant to state law (Chauncey Clark absence noted above).

II. Approval of Agenda

MOTION: Ms. Kilpatrick made a motion to approve the November 14, 2012 agenda; seconded by Mr. Huey. MOTION UNANIMOUSLY PASSED.

III. Approval of Minutes

Acting-Chair Currey noted two scrivener's errors on pages two and four of the October 10, 2012 for Staff to correct.

MOTION: Mr. Bennett made a motion to approve the October 10, 2012 meeting minutes; seconded by Mr. Huey. MOTION UNANIMOUSLY PASSED.

IV. Correspondence & General Public Comments – None

V. New Business

1 Elect new Vice-Chair

Acting-Chair Currey nominated Ms. Kilpatrick (accepted the nomination). No other nominations were made from the floor.

MOTION: Acting-Chair Currey made a motion to appoint Ms. Kilpatrick as Vice-Chair; seconded by Mr. Bennett. MOTION UNANIMOUSLY PASSED.

2 Establish 2013 Meeting Schedule

Staff provided Commission with proposed 2013 meeting schedule (**Exhibit A**), screening for conflicts with major secular and religious holidays. Meetings are scheduled for 6:30PM on 2nd Wednesdays each month in 2013.

MOTION: Mr. Bennett made a motion to approve the 2013 meeting schedule (Exhibit A herein); seconded by Mr. Huey. MOTION UNANIMOUSLY PASSED.

VI. Unfinished Business

1 Plat Approval: 2650 Goldbug Avenue

Commission members recalled that a decision on this plat was pending Town Attorney report on the front parcel of land, which the property owners have incorporated into this new plat request (**Exhibit B**).

Staff Update/Report:

Building Official/Acting Zoning Administrator Robinson reported he has spoken with Town Attorney Dodds recently on this plat. Town Attorney Dodds has been negotiating with the property owners' attorneys to clarify the front piece of property show on the plat.

Commission asked that the Town Attorney provide them with written legal opinion on the plat before they render a decision.

MOTION: Ms. Kilpatrick made a motion to defer decision on the 2650 Goldbug Avenue plat until December 2012, to allow Town Attorney Dodds time to provide his written legal opinion to the Commission on the proposed plat; seconded by Mr. Huey. MOTION UNANIMOUSLY PASSED.

2. Five (5) Year Review of Town Comprehensive Plan – Review Elements, Needs & Goals (2008 Plan)

a. Additional Review – Natural Resources Element, Needs & Goals

Commission continued review of the Natural Resources Element and Staff report with additional graphs/tables (**Exhibit C**). The Commission inquired about erosion cycles, identified in Figure 6.4 (Exhibit C). Acting Chair Currey recalled community meetings circa 2008/2009, in which he and Building Official Robinson participated, regarding Island shorelines and water levels in the event of natural disasters (tsunami, hurricane, etc.). Acting Chair Currey asked Building Official Robinson to locate and share with the Commission at next month's meeting the results of that workshop. Building Official Robinson said he would coordinate with Administrator Benke to locate this data.

Commission decided to retain this Element on the December agenda for further review.

b. Additional Review – Housing Needs & Goals

Commission reviewed Staff report incorporating updated housing the Commission required, other than the earlier 2010 Census data provided (**Exhibit D**).

Commission noted that during the full 10-year review (2018), multiple sources should be consulted when gathering housing data, instead of relying only on Census data (data source used in 2008 Comprehensive Plan), to provide the Commission with a more accurate assessment of the Town’s status regarding housing trends.

Commission accepted Housing update report and directed this be incorporated in the Commission’s final draft report to Council.

3. Ongoing Town Projects – Status & Staff Report

Staff reported:

- Stith Park Tennis/Basketball Court Project – new courts are open (dawn/dusk); Ribbon Cutting ceremony at 3:00PM on Friday, December 7, 2012;
- Municipal Facilities/Town Hall & Police Station – Real Estate Committee of Council met on Friday, November 3, 2012; report will be made to Council on November 20, 2012;
- Zoning Administrator – twenty-three (23) applications received by August 24, 2012 deadline; under review by Personnel Committee and Staff.

MOTION: Mr. Bennett made a motion that the Commission highly recommends the expeditious hiring of a Zoning Administrator, noting that the Planning Commission, in particular, requires skills sought under this job description in the Commission’s execution of its duties, one example being the Commission review and drafting of zoning ordinance changes; seconded by Mr. Visser. MOTION UNANIMOUSLY PASSED.

VII. Next Meeting – (6:30p.m.) Wednesday, December 12, 2012

Items to be included on the December agenda:

- a. Plat Review: 2650 Goldbug
- b. Further Review: Natural Resources Element, Needs & Goals
- c. Initial Review: Community Facilities Element, Needs & Goals
- d. Demolition by Neglect (deferred from 2011 meetings)
- e. Long Term parking of boats & leisure vehicles on Middle Street

There being no further business, the meeting was adjourned at approximately 7:50 pm (Ms. Kilpatrick motioned; Mr. Huey seconded; unanimously passed).

Respectfully submitted,
Lisa Darrow
Asst. to Administrator

Approved at the Wednesday, December 12, 2012 Planning Commission Meeting

**Sullivan's Island Planning Commission
November 12, 2012 Meeting
EXHIBIT A**

2013 Regular Planning Commission Meetings

January 9, 2013 – 2nd Wednesday

February 13, 2013 - 2nd Wednesday

March 13, 2013 – 2nd Wednesday

April 10, 2013 - 2nd Wednesday

May 8, 2013 – 2nd Wednesday

June 12, 2013 – 2nd Wednesday

July 10, 2013 – 2nd Wednesday

August 14, 2013 – 2nd Wednesday

September 11, 2013 – 2nd Wednesday

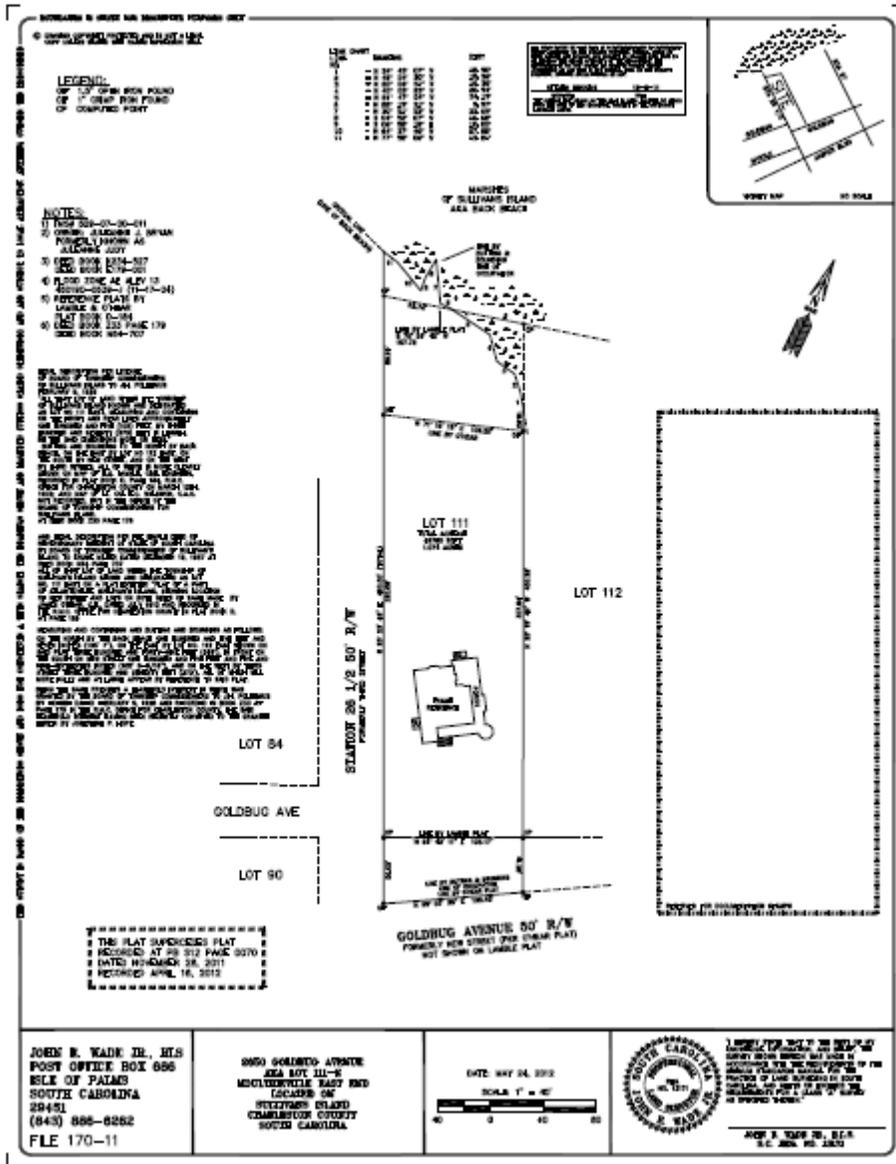
October 9, 2013 - 2nd Wednesday

November 13, 2012 – 2nd Wednesday

December 11, 2013 – 2nd Wednesday

Sullivan's Island Planning Commission
 November 12, 2012 Meeting
 EXHIBIT B

Proposed Plat for 2650 Goldbug Avenue



Sullivan's Island Planning Commission
November 12, 2012 Meeting
EXHIBIT C

Natural Resources Element- Update Report

Natural Resources Element
Town of Sullivan's Island, South Carolina
2008 Comprehensive Plan
Status Report to Planning Commission: September 12, 2012
Amended October 10, 2012 for November 14, 2012
L. Dawson, Staff (11/13/12)
TRACK CHANGE VERSION DRAFT

**AMENDMENTS FROM OCTOBER 10, 2012 PLANNING COMMISSION
BOLD/HIGHLIGHTED/UNDERLINED**

The Commission makes the following report to the Mayor and members of Town Council regarding Natural Resources:

The Town continues to make progress in its stewardship of the Island's special natural resources, identifying collaborative opportunities between public-public and public-nonprofit organizations for conservation efforts.

The Commission identifies the following areas that require continued Town observation and attention: protected beach front land, beach front areas with cyclical erosion patterns, marsh area preservation, and the Intra-coastal Waterway, specifically Cove Creek, requiring consistent silt dredging.

The Commission recommends to Town Council the following modifications to the Natural Resources Element, Needs and Goals from the 2008 Comprehensive Plan:

Natural Resources
Introduction

The natural environment is a very important aspect of the Town of Sullivan's Island. As a barrier island, Sullivan's Island is bounded by the Atlantic Ocean to the East and the Intra-coastal Waterway to the West. The Island's exposed geography makes the town vulnerable to severe weather, including tropical storms and hurricanes whose flooding and high winds have the potential to cause damage across the Island. Severe weather, however, is just one threat to the island; the impact of human development can also create long-term consequences to the island's natural ecosystem on which the town relies.

In recent years, the Town of Sullivan's Island has placed an emphasis on protecting the **Island's Natural Resources**, ~~environment~~ **to minimize the impact of sensitive resource developments**. ~~Options being presented for environmental resource protection; the Town has incorporated several resource into environmental plans and by adopting~~ a tree ordinance, designation of recreation and conservation zones, beach protection, vegetation protection and protection for sea turtles.

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This element will address existing studies and plans and existing conditions on the Island. The information contained in this element comes from the US Geological Survey, the US Soil Conservation Service, the Charleston Harbor Project, the SC Department of Health and Environmental Control and DHEC-Ocean and Coastal Resource Management, the FEMA and the National Wetland and Inventory Maps.

ADD updated charts to Element: Charleston County average daily temperature (for Figure 6.1) and Charleston County average yearly rainfall (for Figure 6.2).

FIGURE 6.1 & 6.2 NOTE: Charts are available on-line through DNR/SC Climate office through 2006 (same range as provided in 2008 Comprehensive Plan). Currently Staff is waiting for response from State Climate Office about updated data.

ADD relevant data from the 2010 SC DHEC Shoreline Advisory Committee Study, to include sea level trends (below):

Figure 6.4 – Long Term Erosion Rates, SC Central Beaches (1850-2006)

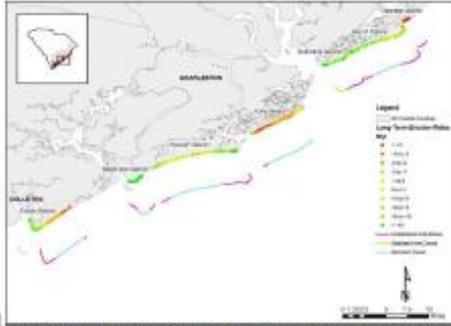


Figure 6.4 illustrates that Sullivan's Island primarily has a stable or accreting beach front; however, a small pocket of erosion occurs on the east end (Breach Inlet area) of the Island (-1 to -3 inches historically).

Needs & Goals:

Commission offers the following amendments and recommendations to the 2008 Natural Resources Needs & Goals:

NATURAL RESOURCES

Second paragraph of introductory comments

Sullivan's Island is a barrier island. This fact provides the Town and its residents with special opportunities and challenges due to the dynamic nature of barrier islands. In addition, Sullivan's

Island is a permanent and temporary habitat for many species of unusual and threatened plants and animals. The policies and ordinances of the Island should not cause harm to these species and, in fact, should work towards protecting them.

The ocean front dune vegetation is an important part of erosion and flood control. This vegetation needs to be protected and managed, ~~and in some cases, enhanced. The marsh, or back beach, the Cove Creek and adjacent marsh (or back beach), have~~ equal value and importance to the barrier island ecosystems, ~~and also need to be preserved and protected.~~ The marsh provides habitat for many permanent and migrating species of animals. Additionally, vegetation and landscaping on the island are useful tools for light and sound abatement.

NEEDS AND GOALS:

1. In an effort to protect the dunes and the dune vegetation, best management practices should be employed.

Implementation:

Identify existing public accesses needing constructed walkovers that include appropriate access and parking for handicapped visitors. Pursue funding through gifts and grants to construct and maintain beach accesses. (Town Council, Planning Commission, Town Administration; ~~ongoing/ongoing~~)

Implementation:

Inventory and evaluate each beach access to determine ways to limit damage and mitigate environmental impacts. (Town Administration; Ongoing)

Implementation:

Town should install and maintain sufficient and appropriate signs at beach accesses to inform visitors of ordinances that protect natural dunes and beach resources (Town Council, Town Administration, Ongoing).

Implementation:

Continue to provide for adequate animal waste, refuse and recycling resources at beach access paths. (Town Council, Town Administration; Ongoing)

Implementation:

Incorporate in the Town's Beachfront Management Plan a program to stabilize, maintain and enlarge the dunes. Enforce ordinances pertaining to walking or climbing on the dunes. (Town Council, Town Administration; Ongoing)

2. The Town recognizes the need to protect the areas of the Island vulnerable to erosion that may jeopardize public infrastructure and private property.

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Implementation: Identify and narrow flooding sources, including but not limited to public and private drains. (Town Council, Administration; Ongoing)

Implementation: Determine if "best practices" to control erosion are being utilized and, if not, seek to have best practices identified and implemented. (Town Council, Administration; Short Term)

Implementation: Determine if current actions or conditions are exacerbating the erosion problem and, if so, seek methods to mitigate the erosion problem. (Town Council, Administration; Ongoing)

3-3-3 Encourage the use of native vegetation on public and private property.

Implementation: Maintain existing ordinances to maximize the opportunities for the use of native vegetation. (Town Administration; Planning Commission; Tree Commission; Long Term)

Implementation: Continue to set an example by planting native plants in public areas (Town Administration; Civic Groups; Long Term)

3-4 Continue to protect the existing trees on the Island.

Implementation: Review and update, as required, the existing tree protection ordinance. (Town Council; Tree Commission; Ongoing)

4-5 Continue to recognize that the marshes, beaches and waterways on and adjacent to the Island are critical habitats that require special protection.

Implementation: Continue supporting efforts to protect these areas, not only for wildlife habitat that exists there but also for the enjoyment and safety of the residents of the Town. (Town Administration; Ongoing)

Implementation: Continue to participate in the ocean water quality monitoring program (Town Council; Town Administration; Ongoing)

Implementation: Continue partnership with Charleston County to ensure full compliance with NPDES Phase II requirements and take any steps necessary for timely permitting of stormwater systems. (Town Council; Administration; Ongoing)

Implementation: Continue to encourage the use of permeable surfaces on private and public lands where hardstand is required. (Town Council; Town Administration; Ongoing)

- 3.6. The Town recognizes that Sullivan's Island is a major nesting and hatching site for migratory sea turtles and birds, and thus special protection efforts are required.

Implementation: The Town will continue to enforce existing ordinances that will support the protection of seasonal turtle nesting and seabird nesting areas. (Town Council, Ongoing)

Implementation: Encourage and support community participation to protect turtle and seabird habitats. (Town Council; Town Administration; Ongoing)

- 3.7. Monitor siltation in the waterways on or adjacent to the Island and determine what if any actions should be taken to preserve the waterways. (This was formerly an **Implementation for Needs & Goals #5**)

Implementation: Recognize the reality that the siltation in recent years of waterways on the marsh side of the Island, specifically Cove Creek, has dramatically accelerated and take action to see the creek and marsh are preserved as a vital habitat for birds and other marine life and a resource to be used and enjoyed by Island residents and other visitors to the Island. (Town Council, Administration, Long Term)

Implementation: Explore potential grant and other funding options (ie TIF) to accomplish regular, reliable, effective dredging of the Intracoastal Waterway, Cove Creek and other waterway areas. (Town Council, Administration, Ongoing)

- 3.8. Improve Island-wide mosquito abatement and educational outreach.

Implementation: Coordinate with County agencies to ensure regular, effective mosquito abatement treatment, and, useful public outreach to educate the general public on mosquito control. (Town Administration, Ongoing)

Data to add to Natural Resources Element

Updated climate information for Figure 6.1 and 6.2 in 2008 Comprehensive Plan:
Average Daily Temperature and Average Precipitation

Figure 6.1 deals with average monthly temperature for 2006. Table 1.1 and Figure 1.1, below, provide updated five-year temperature trend for the Charleston County area from 2007 - 2011.

Average Monthly Temperatures: 5 Year Trend 2007 – 2011 (Charleston County, SC) (Temperature in Fahrenheit Degrees)						
Year(s)	2007	2008	2009	2010	2011	Average
Jan	52.4	48.9	48.2	44.5	44.4	47.68
Feb	49.7	55.2	49.8	45.9	54.8	51.08
March	60.8	58.6	58	55.9	60	58.66
April	64.1	65	64.5	66.9	68.8	65.86
May	71.3	71.7	73.3	75.5	74.4	73.24
June	78.5	81.2	80.9	83.4	83.3	81.46
July	80.6	81.1	80.9	82.7	83.7	81.8
Aug	83.7	81.2	81.6	83.3	83.2	82.6
Sept	77.5	76.2	76.6	78.8	76.7	77.16
Oct	71.6	64.5	67.5	68.4	64.3	67.26
Nov	57.5	54.5	58.8	58.2	59.1	57.62
Dec	57	56	50.9	42.7	54.9	52.3
Annual	67.1	66.2	65.9	65.5	67.3	66.4

Source: SC Department of Natural Resources, 2012

Both Table 1.1 and Figure 1.1 show peaks and valleys in monthly temperature, commensurate with seasonal changes between summer and fall/winter. However, the annualized temperature over the five year period of 2007-2011 shows the community has an overall mild climate, with temperatures hovering between 65-67 degrees Fahrenheit.

Figure 1.1 Graph of Average Daily Temperature (2007-2011)

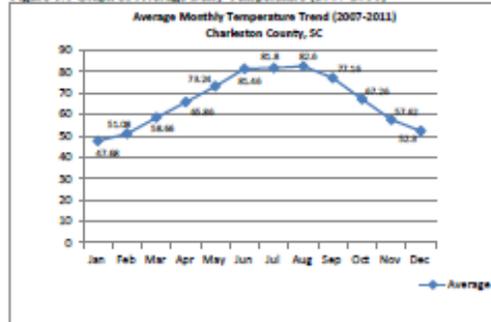


Table 1.2 and Figure 1.2 provide precipitation trends during the same five-year period of 2007 – 2011.

Table 1.2

Year(s)	2007	2008	2009	2010	2011	Average
Jan	3.83	3.07	1.29	6.46	1.98	3.326
Feb	2.47	2.72	1.33	2.61	3.13	2.452
March	0.79	2.41	2.84	4.53	2.67	2.648
April	0.88	2.49	5.24	0.7	2	2.262
May	0.93	3.66	6.45	3.67	0.41	3.024
June	4.33	2.61	5.04	7.94	4.37	4.858
July	6.17	4.97	8.16	9.86	6.94	7.22
Aug	5.28	5.99	10.12	10.07	7.95	7.882
Sept	7.29	5.68	0.48	8.12	3.6	5.034
Oct	5.66	11.1	2.71	0.83	1.91	4.442
Nov	0.03	2.27	2.25	0.3	1.4	1.25
Dec	4.39	0.35	10.06	2.48	0.65	3.586
Annual	42.05	47.32	55.97	57.57	37.01	47.96

Source: SC Department of Natural Resources, 2012

Table 1.2 and Figure 1.2 show that annualized precipitation fluctuated between 27.01 inches per year to 55.97 inches per year. To put this data in context, Staff should research and

provide annual precipitation levels that warrant annual drought conditions, healthy rainfall and excessive rainfall conditions.

Figure 1.2

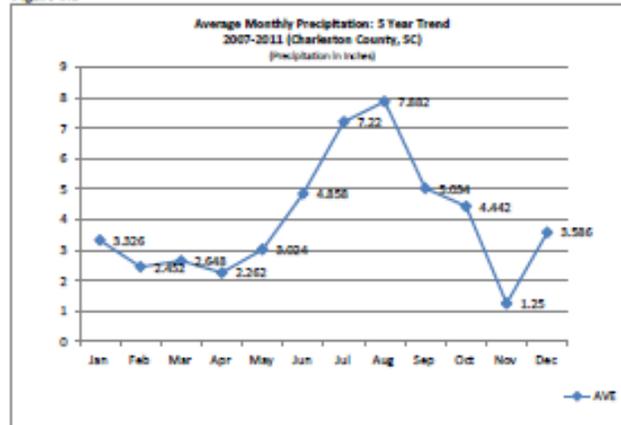


Table 1.3 and Figure 1.3-1.4 provide a longer historical perspective on temperature and precipitation in the Charleston area over a twenty-nine year period (1981 – 2010). Again, Staff should provide context on what temperature and precipitation ranges are historically considered extreme and normal range.

Table 1.3 Historical Temperature & Precipitation Trends (29 years)

South Carolina Climate: Historical Trend (29 Years, 1981-2010) Charleston, South Carolina (Charleston International Airport)				
Date by Month	Maximum Temperature	Mean Temperature	Minimum Temperature	Precipitation (Tot. Inches)
Jan	59.0	48.3	37.5	3.71
Feb	62.8	51.7	40.6	2.96
March	69.6	58.1	46.7	3.71
April	76.4	64.8	53.3	2.91
May	83.2	72.5	61.8	3.02
June	88.4	79.0	69.6	5.65
July	91.1	82.1	73	6.53
Aug	89.5	80.9	72.3	7.15
Sept	84.8	76.0	67.2	6.1
Oct	77.1	66.9	56.8	3.75
Nov	69.8	58.6	47.5	2.43
Dec	61.6	50.8	40.1	3.11
ANNUAL	76.2	63.9	55.6	51.09

Source: SC Department of Natural Resources, 2012

Figure 1.3 Historic Trends Temperature

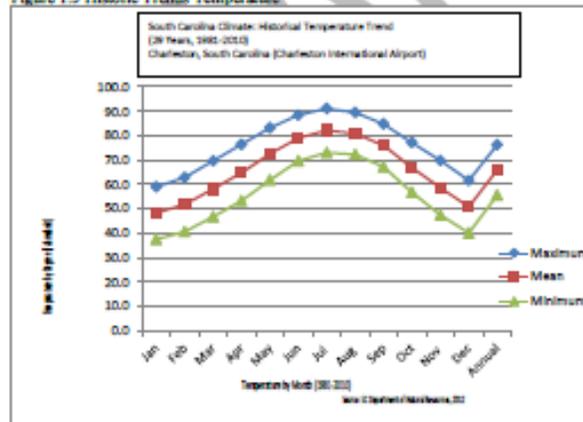
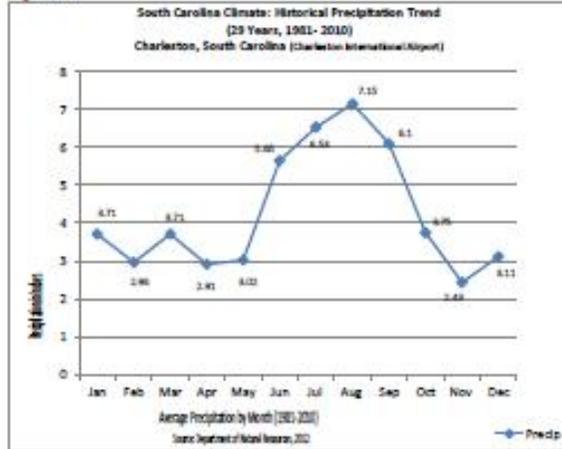


Figure 1.4



**Sullivan's Island Planning Commission
November 12, 2012 Meeting
EXHIBIT D**

Housing Element- Update Report

Memorandum

Date: October 10, 2012
To: Planning Commission Members
From: Lisa Darrow, Staff
Subject: Housing Element Data Update

Commission reviewed Housing Element in August 2012 and Staff update report, which relied upon Housing data from the 2010 Census. Commission identified the need to obtain addition, reliable data points that would more accurately sketch the current status of housing on Sullivan's Island.

Staff provides the following 2011 data regarding residential classifications and an eight-year history of new housing starts on Sullivan's Island (Figures 1.1 and 1.2)

Figure 1.1 demonstrates a close split between primary and secondary homeowners on the Island, identified by tax assessment classification of 4% (primary) and 6% (secondary) through the Charleston County Tax Assessor's Office. Primary residential property owners continue to edge out secondary residential property owners.

Figure 1.1

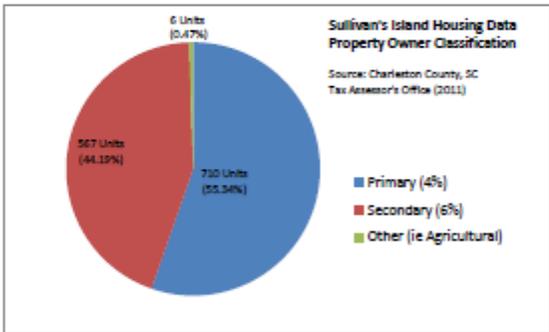


Figure 1.2 illustrates the housing starts over the past eight years. The slow pace of new construction is likely due to the global economic slowdown of 2008-current in the housing market; however, Staff were not provided an annual breakdown of construction by year to evaluate annual averages to draw fully informed conclusions.

Figure 1.2

