

**TOWN OF SULLIVAN’S ISLAND, SOUTH CAROLINA  
PLANNING COMMISSION  
REGULAR MEETING MINUTES  
Wednesday, May 11, 2016**

A regular meeting of the Town of Sullivan’s Island Planning Commission was held at 6:00PM, Wednesday, May 11, 2016 at Town Hall, 2050-B Middle Street, all requirements of the Freedom of Information Act satisfied. Present: Commissioners Gary Visser (Chair), Sydney Cook (Vice-Chair), Charlie Cole, Hal Currey, Carlsen Huey, Carl Hubbard and Manda Poletti. Staff members present: Zoning Administrator Henderson, Asst. to Administrator Darrow and Building Official Robinson.

**Call to Order.** Chair Visser called the meeting to order, stated press and public were duly notified pursuant to state law and that all Commissioners were present; three audience members (no media) present.

**I. Approval of Agenda – Commission approved agenda with no changes**

**II. Approval of Minutes**

**MOTION: Mr. Currey moved to approve the April 13, 2016 minutes with de minimis changes due to scrivener’s errors; seconded by Mr. Cole; MOTION UNANIMOUSLY PASSED.**

**III. Text Amendments**

**1. Private Property Stormwater Management Regulations: Zoning Ordinance text amendment requiring onsite stormwater management for residential and nonresidential development [Section 21-13, Increase or Decrease in Natural Elevations Prohibited].**

Continuation of topic introduced at the February 2016 Commission meeting and continued to date.

**Staff Update (Zoning Administrator Henderson)**

Zoning Administrator welcomed Tim Cook (412 Station 14) who is currently involved in developing stormwater management strategies for several Sullivan’s Island residential properties. Staff requested Mr. Cook attend this meeting as a Commission resource.

**Background:**

- Council directed Commission to consider the merits of zoning ordinance text amendments that would clarify the regulations related to residential stormwater runoff (reaffirmed by Council at the February 16, 2016 Council meeting).

- Currently Staff can request but cannot mandate a property owner, seeking to put infill on the property, to retain and provide a certified engineering stormwater management design/plan.
- Discussions were held during the March 9, 2016 and April 13, 2016 Planning Commission meetings and consideration was given to modifying Sections 21-26 (Impervious Coverage) and 21-13 (Increase or decrease in natural elevations prohibited). After brief deliberation, the Commission endeavored to amend the “General Requirements” (Article II) to ensure onsite stormwater regulations would be required on both residentially and commercially zoned properties

Concern: Currently property owners who incorporate development infill elevating the topography of the property are required to show how sheet runoff would be moved away from the lot and into the current Town stormwater collection systems. There may be unintended consequences to neighboring properties located on the block who find stormwater runoff collecting on their lots. Text amendments to the Zoning Ordinance could require homeowners to provide Staff evidence of a plan to successfully manage stormwater on-site.

**Commission Considerations & Research from April 2016 Discussion:**

1. Potentially remove subjective language referring to impact of adjacent properties;
2. Potentially include reference to 2-year, 24 hour design storm as basis for stormwater plan design;
3. Potentially add language that will trigger a stormwater plan for adding fill to a lot from 0” to 12”;
4. Potentially reference Charleston County Stormwater Management Program oversight

**Reference - Benchmarking/Research**

**COST ESTIMATES FOR SMALL LOT DRAINAGE PLANS:**

<b>Engineering Firm</b>	<b>Drainage Plan Cost</b>	<b>Construction Cost</b>
Wertimer & Associates	\$1,500 to \$3,000	Variable per site conditions
Furman RLA	\$1,500 to \$2,000	Variable per site conditions
Thomas & Hutton	\$2,500 to \$4,000	Variable per site conditions

Zoning Administrator offered draft language options (**Exhibit A**) that incorporate feedback from April Planning Commission meeting discussion. Added language has been noted in (blue) track-changes.

Commission members discussed stormwater text amendments and management strategies, in general, with Zoning Administrator Henderson and Mr. Tim Cook (412 Station 14). Discussion centered on the following points:

- Proposed text amendment must be crafted to provide clarity as to the Town’s expectations of residents and provide sufficient guidance to Town Staff for implementation. Proposed text amendment changes should provide protection for

property owners and allow for property owners to obtain any necessary external agency approvals.

- Regulation enforcement was reviewed; Staff noted the Town and Charleston County Stormwater Management Staff would collaborate to ensure on-site drainage systems continue to work.
- Removal of reference to 2-year, 24 hour design storm as basis for stormwater plan design.

**MOTION: Mr. Huey made a motion to move to a public hearing on June 8, 2016 on text amendment language in Exhibit A to include Commission recommendations from tonight's meeting: (1) Remove subjective language referring to impact of adjacent properties; (2) Add language that will trigger a stormwater plan for adding fill to a lot from 0" to 12"; (3) Reference Charleston County Stormwater Management Program oversight; seconded by Mr. Currey. MOTION UNANIMOUSLY PASSED.**

#### **IV. Items for Consideration**

- 1. Staff Update on Town Projects – oral report**
- 2. Correspondence/Comments – None**
- 3. Next Meeting – 6:00PM, Wednesday, June 8, 2016 (Public Hearing) at Town Hall**

There being no further business, the meeting adjourned at approximately 7:05PM (Mr. Huey motioned; Ms. Poletti seconded; unanimously passed).

Respectfully submitted,  
Lisa Darrow  
Asst. to Administrator

Approved at the Wednesday, June 8, 2016 Planning Commission Meeting

**EXHIBIT A**  
**Town of Sullivan's Island Planning Commission**  
**May 11, 2016**

**Draft text amendment language introduced during the Staff Report**

[Note: Added language has been noted in (blue) track-changes pursuant to April Planning Commission]

**Sec. 21-13. Increase or decrease in natural elevation prohibited. (May 11, 2016)**

- (1) Any importation of materials of any type or re-contouring of a lot's existing contours that increased a lot's existing ground elevation more than one (1) foot above existing grade and results or may result in elevating an existing or proposed structure is strictly prohibited.
- (2) Any decrease in a lot's existing ground elevation is strictly prohibited.

~~(3)~~ No lot shall be built upon, graded or filled to an elevation that results in a change to the existing stormwater runoff for such lot without the Building Official's or Zoning Administrator's prior approval of a stormwater management plan. The stormwater management plan and construction specifications must be stamped and signed by a professional engineer or landscape architect actively licensed in the state of South Carolina. All stormwater plans must include a scaled site plan and survey illustrating all existing and proposed topographical features of the lot, existing and proposed drainage flow patterns, with a site narrative describing the means and methods to preventing adverse impacts to adjacent and/or downstream properties. A statement by the professional certifying that the filling or grading of the lot will not adversely impact the drainage of any adjacent properties, drainage systems or rights of way. The following site changes require the submittal of a stormwater management plan: **for the entire property based on the 2-year, 24-hour design storm:**

- a. Any new building construction (heated or non-heated building square footage) to a site in excess of six hundred and twenty-five (625) square feet in area;
- b. Any addition of impervious surface (pool, driveway, hardscape, etc.) to a site in excess of six hundred and twenty-five (625) square feet in area;
- c. Any re-contouring of a lot's existing ground elevation up to one (1) foot above existing grade.

Additional submittal materials, design specifications and maintenance schedules may be requested at the discretion of the Building Official and/or Zoning Administrator to ensure compliance with the Charleston County Stormwater Management Program.

**Comment [JH1]:** Planning Commission February 10, 2016-Language added

**Comment [JH2]:** Planning Commission March 9, 2016-Language added

**Comment [JH3]:** ~~Remove~~ Planning Commission May 11, 2016-Recommended change

**Comment [JH4]:** Planning Commission April 13, 2016-Language added

**Comment [JH5]:** Planning Commission April 13, 2016-Language added

**Comment [JH6]:** Planning Commission April 13, 2016-Language added

**Comment [JH7]:** Planning Commission May 11, 2016-Recommended change