

**TOWN OF SULLIVAN’S ISLAND, SOUTH CAROLINA
PLANNING COMMISSION
REGULAR MEETING MINUTES
Tuesday, December 5, 2017**

A regular meeting was held at 6:05PM, this date, at Town Hall, 2056 Middle Street, all requirements of the Freedom of Information Act satisfied. Present: Commissioners Gary Visser (Chair), Sydney Cook (Vice-Chair), Hal Currey, Carl Hubbard, Manda Poletti and Tim Watterson. Staff members: Zoning Administrator Henderson and Asst. to Administrator Darrow.

Call to Order. Chair Visser called the meeting to order, stated press and public were duly notified pursuant to state law and Commission had a quorum (Charlie Cole, excused absence); special guest Ryan McClure (Berkeley-Charleston-Dorchester County of Government aka BCD-COG); and four audience members present (Mayor O’Neil; Councilmember Howard; Mr. and Mrs. Middaugh present). No media present.

Chair Visser noted that at this meeting and following through the Commission’s consideration of the 2018 Comprehensive Plan update project, the regular Commission’s meeting will be preceded by the Comprehensive Plan Steering Committee. Minutes from these meetings are reviewed and approved at the Regular Planning Commission meetings. This is the second meeting of the Comprehensive Plan Steering Committee (thanked public for participating in the November 8, 2017 Open House).

I. APPROVAL OF AGENDA – approved as presented

Staff noted no public correspondence has been received for this meeting.

II. PUBLIC INPUT

- **No oral comments**
- **All written correspondence received was related to the Comprehensive Plan project and reported at the December 5, 2017 Comprehensive Plan Steering Committee meeting held immediately prior to this meeting.**

III. APPROVAL OF MINUTES

MOTION: Vice-Chair Cook moved to approve the October 10, 2017 Comprehensive Plan Steering Committee minutes and October 10, 2017 Regular Council meeting minutes as presented; seconded by Mr. Currey. MOTION UNANIMOUSLY PASSED.

IV. ITEMS FOR CONSIDERATION

1. **Comprehensive Plan Steering Committee recommendations: Consideration and comment on summary information from the November 8, 2017 Comprehensive Plan Open House**

Commissioners offered general comments regarding the quality of the Open House and thanked Staff/COG consultants for their efforts (Open House discussed fully in immediately preceding Comprehensive Plan Steering Committee meeting).

No action/votes on this project. It was reiterated that Planning Commission will consider motions related to this project at its Regular monthly meetings, reserving the Comprehensive Plan Steering Committee meetings as workshop sessions.

2. 2018 Planning Commission meeting dates: Review and approval of proposed meeting schedule

MOTION: Mr. Currey moved to approve the proposed 2018 meeting schedule as presented by Staff (Exhibit A); seconded by Ms. Poletti. MOTION UNANIMOUSLY PASSED.

V. ITEMS FOR INFORMATION

1. Forthcoming agenda items (January 10, 2018 meeting): Draft for Population and Community Facilities Elements

Staff noted Commission will consider the Draft Visioning Statement at the January meeting. The Commission will receive the draft Population and Community Facilities Elements to review for discussion at the February 15, 2018 (Thursday) Comprehensive Plan Steering Committee and Regular Planning Commission meetings.

The BCD-COG project website will be updated this week to include a public survey related to the Town's Vision Statement. When the Planning Commission is provided with draft documents for the January meeting, the BCD-COG website will be updated to include this information for the public.

Website is: <https://bcdcog.com/sullivans-island-comprehensive-plan/>
Bitly shortcut: http://bit.ly/2018_SI_COMP_PLAN

There being no further business, the meeting adjourned at approximately 6:18PM (Mr. Watterson motioned; Ms. Poletti seconded; unanimously passed).

Respectfully submitted,
Lisa Darrow
Asst. to Administrator

Approved at the January 10, 2018 Planning Commission Meeting

**TOWN OF SULLIVAN'S ISLAND
PLANNING COMMISSION**

Proposed Calendar of Meetings for 2018

December 5, 2017 Planning Commission Meeting
Town advertises annual meetings to press and public in December 2017

Normally Planning Commission regularly meets 2nd Wednesday of each month

Comprehensive Plan Steering Committee Meetings: 5:00PM – 6:30PM
Regular Planning Commission Meeting: 6:30PM (start)

REGULAR PLANNING COMMISSION MEETINGS

January 10, 2018 – 2nd Wednesday

February 15, 2018 – 3rd Thursday *
Moved from original date of February 14, 2018 (Valentine's Day)

March 14, 2018 – 2nd Wednesday

April 10, 2018 - 2nd Tuesday **
Moved from original date of April 11, 2017 (sundown April 10-11th is a Jewish holiday, Yom HaShoah)

May 9, 2018 – 2nd Wednesday

June 13, 2018 – 2nd Wednesday

July 11, 2018 – 2nd Wednesday

August 8, 2018 – 2nd Wednesday

September 12, 2017 – Wednesday

October 10, 2017 – 2nd Wednesday

November 14, 2018 – 2nd Wednesday

December 12, 2018 – 2nd Wednesday

Approved/finalized by Planning Commission on December 5, 2017