

TOWN OF SEABROOK ISLAND

Planning Commission Regular Meeting

November 7, 2018 – 1:30 PM

Town Hall, Council Chambers
2001 Seabrook Island Road



MINUTES

Present: Robert Driscoll (Chair), Lori Leary, Ken Otstot, Cathy Patterson, Wayne Billian, Joe Cronin (Town Administrator)

Absent: None

Guests: Don Romano (Seabrook Island Club), Larry Buchman (Seabrook Island Club), Dan Frazier (Charleston County), Robin Lewis (Charleston County), Heather Paton (SIPOA)

Chairman Driscoll called the meeting to order at 1:30 pm and welcomed everyone in attendance. Town Administrator Cronin confirmed that the requirements of the Freedom of Information Act were fulfilled, and the meeting agenda was properly posted.

APPROVAL OF MINUTES

1. **Regular Meeting: November 7, 2018:** Mr. Otstot made a motion to approve the minutes from the November 7, 2018, meeting as submitted. Mr. Billian seconded the motion. The motion was approved by a vote of 4-0.

OLD BUSINESS ITEMS

1. **Commercial Site Plan Review: Seabrook Island Club Parking Expansion:** Town Administrator Cronin provided a brief overview of the Seabrook Island Club's request to construct a parking lot addition adjacent to its existing parking area. He reminded members that the Planning Commission deferred consideration of this request at the November meeting so that several non-conforming elements could be addressed. He stated that those elements have been addressed in the revised plans and, therefore, staff now recommended in favor of approval.

Chairman Driscoll asked Mr. Don Romano if he had any additional comments. Mr. Romano responded that the Club has revised its lighting plans to conform with the zoning ordinance, but he felt that locating the light poles outside the 50' setback would result in dark spots in the new parking lot, which could cause a safety hazard. A discussion took place regarding possible alternatives, including the use of bollard lights. Mr. Romano responded that poles would be preferable. He added that the proposed fixtures would be dark sky rates and would be aimed downward.

Mr. Billian asked if the new parking area would be higher than the existing parking lot. Mr. Romano responded that the contractor will be removing dirt, and that the new lot will be on the same level as the existing parking lot.

Mr. Romano stated that if the plans were approved today, the contractor was expected to begin work next week; however, he asked if the Club could install the electrical conduit based on the current plans but bring back a subsequent request to change the lighting plans at a later date. Town Administrator Cronin responded that this would certainly be a possibility; however, any request to modify the setback requirements will require a 30-day notification to neighboring property owners as well as a public hearing. Chairman Driscoll recommended that the commission vote on the request, as revised by the Club, and if the Club wants to modify the location of the light poles, then they can submit a request for consideration at a later date. Mr. Romano responded that they wouldn't be parking cars on the new lot until at least March, so there was still time in which to consider revisions.

Mr. Otstot made a motion to approve the request, as revised. Mr. Billian seconded the motion. The motion was approved by a vote of 4-0.

NEW BUSINESS ITEMS

There were no New Business Items.

ITEMS FOR INFORMATION / DISCUSSION

- 1. Status of Kiawah Senior Living Project Encroachment Permit:** Chairman Driscoll provided a brief update on the status of the Kiawah Senior Living Project Encroachment Permit appeal and mediation request. He stated that the parties have settled on a mediator, who from his discussion appears to be a reasonable and knowledgeable mediator. He also discussed an email he sent to members the previous week in which he discussed Planning Commission representation during the mediation session. Ms. Patterson asked if Chairman Driscoll would be representing the Commission, adding that she was originally concerned the Commission would not be represented. Chairman Driscoll responded that that would be up to members of the Commission. Chairman Driscoll also stated that nothing is expected to happen on the mediation until after the first of the year. Mr. Otstot asked if a motion was required to designate a representative. Chairman Driscoll responded that that would be up to members of the Commission. Ms. Patterson stated that she would prefer to be represented by a lawyer in a room full of lawyers. While no formal vote was taken, there was consensus among members that Chairman Driscoll should represent the Commission during the mediation session.

Ms. Leary joined the meeting at 2:15 pm.

COMPREHENSIVE PLAN WORK SESSION

- 1. Review of Changes from November 7, 2018 meeting:** Mr. Dan Frazier from Charleston County reviewed the recommended changes to the Community Facilities and Natural Resources

elements, which were previously discussed during the November 7th work session. There were no additional comments or recommendations provided. Mr. Frazier stated that members may continue to submit comments on these elements, as well as any other element, until the draft document is finalized in early 2019.

2. **Review and Discussion of Comprehensive Plan Elements:** Members of the Planning Commission, town staff and county staff reviewed and provided comments on the draft Cultural Resources element, as well as an outline for the Economic Development element. County staff will incorporate all comments and suggestions into an updated version of these elements. The updated drafts will be reviewed and discussed at the beginning of the next work session. The remaining elements will also be reviewed and discussed during the next meeting.

Prior to adjourning the meeting, Chairman Driscoll recognized Lori Leary for her years of service on the Planning Commission. Ms. Leary has elected not to seek reappointment for an additional term and will roll off the Planning Commission at the end of the year. Chairman Driscoll and members of the Commission thanked Ms. Leary for her service. Ms. Leary stated that it has been a pleasure to serve on the Commission for the last four years.

There being no further business, Chairman Driscoll asked for a motion to adjourn. Mr. Billian made a motion to adjourn the meeting. Ms. Leary seconded the motion. The motion was approved by a vote of 5-0, and the meeting was adjourned at 4:04 pm.

Minutes Approved: February 6, 2019



Joseph M. Cronin
Town Administrator