



**SURFSIDE BEACH PLANNING & ZONING COMMISSION
TOWN COUNCIL CHAMBERS
NOVEMBER 1, 2011 ♦ 6:30 P.M.**

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1. **CALL TO ORDER.** Chairman Seibold called the Planning & Zoning Commission meeting to order at 6:30 p.m. Commission members present: Chairman Seibold, Vice-Chairman Pruitt, and members Abrams, Hanson, Lowery, and Rhoades. Commission member Livesay was absent. A quorum was present. Staff present: Building Director Donevant. Others present: Waccamaw Regional Council of Governments (COG) Representative Britton, and Town Clerk Herrmann.

2. **PLEDGE OF ALLEGIANCE.** Chairman Seibold led the Pledge of Allegiance.

3. **AGENDA APPROVAL.** Mr. Rhoades moved to approve the agenda as presented. Mr. Pruitt seconded. All voted in favor. **MOTION CARRIED.**

4. **MINUTES APPROVAL.** Ms. Abrams moved to approve the October 4, 2011 meeting minutes as presented. Mr. Pruitt seconded. Chairman Seibold noted a scrivener's error on line 128: '*subdivision*' should be '**subdivided.**' Ms. Herrmann said the correction would be noted on the permanent record. All voted in favor. **MOTION CARRIED.**

5. **DIRECTOR'S REPORT.** Ms. Donevant reported that no plats were approved in September or October. A variance was granted to Sea Cloisters, a multi-family development on Ocean Boulevard to allow it to replace its sign exactly as it currently exists and where it is currently located. Annual training was attended today by Ms. Donevant, Ms. Morris, Ms. Herrmann, and Mr. Britton. Orientation training will be given on November 10th in Georgetown, if anyone would like to attend. Mr. Hanson asked if an appeal had been made on Melody Lane for the zoning change. Ms. Donevant said not to her knowledge. Chairman Seibold asked if signs advertising the variance were posted around town. Ms. Donevant said just the one sign.

6. **PUBLIC COMMENTS.** No members of the public were present.

7. **OLD BUSINESS.** There was no old business.

8. **NEW BUSINESS.**

A. **Discussion of Public Works Concerns/Comments (Lakeshore Protection.)** Ms. Donevant said a recommendation from Mr. Britton was included in the meeting package. She agreed with Mr. Britton that this topic should be recommended to the Stormwater Committee for deliberation and any recommendations it deems appropriate. She will work with Mr. Adair on this topic. Chairman Seibold asked if the Stormwater Committee knew about this recommendation. Ms. Donevant believed Mr. Adair had presented it to the committee. She had attended some of the Stormwater Committee meetings and this topic was discussed.

Chairman Seibold said on page two of the Land Development Regulations (LDR) a mention is made that the Commission voted to add a provision to §15-442 that would allow the Planning Commission to require easements adjacent to surface water bodies. This provision would apply to newly subdivided tracts. He asked if it would apply to single lots. Mr. Britton explained that the LDR apply primarily to subdivision of property and public infrastructure. The trigger is an owner subdividing a tract, so by adding this to the LDR, it would not apply to an existing lot. Chairman Seibold asked how single lots could be included. Mr. Britton said either through establishing an overlay district or amending the stormwater management ordinance to incorporate maintenance provisions. Chairman Seibold asked if the Stormwater Committee could be expected to include single lots as well as subdivisions during its discussions. Mr. Hanson asked if the regulations would apply to developed lots. Mr. Britton said yes, adding general maintenance provisions, depending on how the committee chose to write them, would

56 apply to existing lots of record and developments. There are no provisions in the LDR that would allow
57 retroactive application. Chairman Seibold asked how many members were on the Stormwater Committee
58 and when they met. Ms. Donevant said seven. Ms. Herrmann said the Stormwater Committee meets the
59 third Thursday every month. The first month in each quarter is the regular business meeting; training is
60 scheduled all other months, during which they hear educational speakers and do site tours and project
61 evaluations.

62
63 Chairman Seibold asked for an explanation of overlay districts. Mr. Britton said that an overly
64 district is basically a sub-district that has special requirements. He recommended that the Commission
65 formally recommend that the Stormwater Committee deliberate this topic. Ms. Abrams moved to formally
66 refer the public works director's concerns regarding lakeshore protection to the Stormwater Committee.
67 Mr. Pruitt seconded. All voted in favor. **MOTION CARRIED.**

68
69 B. Consideration of the 2011-2012 Work Plan. Mr. Britton presented the proposed 2011-2012
70 Work Plan. Ms. Lowery moved to adopt the plan. Mr. Rhoades seconded. All voted in favor. **MOTION**
71 **CARRIED.**

72
73 C. Initial Discussion/Scoping of the Comprehensive Plan (rewrite.) Mr. Britton explained that the
74 COG contracted with the town to perform technical assistance and to perform certain planning related
75 projects. This year the identified project is to update the Comprehensive Plan (the Plan.) Portions of the
76 Plan have been reviewed during the past few years. Recent updates include the investment and
77 transportation elements, which were approved by Town Council. The other seven elements will be
78 reviewed and updated during the coming year. The Plan basically serves as the legal and legislative
79 basis for zoning ordinances, land development regulations, and other policy issues undertaken by the
80 Planning Commission. It is a guide that identifies issues and work products to be undertaken by the
81 Commission over the next ten years. The COG typically works on two or three comprehensive plans
82 each year for different jurisdictions. There is a lot of commonality between the plans, but no two plans
83 are the same, because no two communities are the same. A questionnaire was included in the meeting
84 package to assess initial key points, determine questions and to identify main items members would like
85 to address in the Plan. During upcoming meetings, the Commission will be asked to review individual
86 elements. Neither Ms. Lowery nor Ms. Abrams were sure they had the most current edition of the Plan.
87 Ms. Donevant said she would deliver copies of the current Plan delivered to all members.

88
89 Mr. Hanson said he found the introduction very good, the philosophy, goals, strategy, priority
90 investment and the infrastructure. He particularly liked Section 8, page 37, goals and objectives; what
91 future plans are. Mr. Hanson believes goals and objectives are very important. He said improvements
92 could be made to identify milestones to accomplish the Plan, with timelines, and accountability by town
93 officials signing off as goals are met. The Plan is very good, but it needs to be followed. Mr. Hanson
94 believed that the town's population has declined, which was not anticipated; 25-percent less than
95 anticipated for the 2010 Census. The town has also lost businesses, several theaters and restaurants
96 that were not anticipated.

97
98 Ms. Lowery asked when the Plan was written. Mr. Britton said the draft was probably started in
99 2004, and completed in 2005. There was a statutory review in 2009-2010; two additional elements were
100 included during that time frame. Mr. Britton said the statistics in the Plan will be updated with 2010
101 Census information, and community survey information. Ms. Abrams asked who wrote the plan,
102 specifically who formulated the provisions, goals and objectives. Mr. Britton said the COG helped with
103 some of the sections. Ms. Donevant said in 2005 there were several workshops, public input, and various
104 committees involved.

105
106 Mr. Hanson said there are some major policy goals that are contrary to public sentiment,
107 specifically the Department of Transportation approved development plan for Highway 17 Business. It
108 seems that this plan is not acceptable to the town. Several opportunities have presented to begin the
109 plan, but it doesn't happen. Mr. Britton asked if he was referring to the frontage roads. Mr. Hanson said
110 yes. The other issue is the annexation policy, which has never been implemented. Ms. Lowery asked
111 what would be annexed. Mr. Hanson said the Plan includes the policy, but there is no plan; no action.

112 Mr. Britton asked if he was saying the policy is correct, but there has been no implementation, or should
113 the Plan be revised. Mr. Hanson said the policy seems to be contrary to public sentiment, which was
114 question number 3. He suggested that members go through the questionnaire as they read the Plan to
115 note their comments. Mr. Hanson said that at least three Town Council members served on this
116 Commission when the Plan was written, reviewed and adopted, so they should be very familiar with it.
117 Chairman Seibold said the Commission members needed to familiarize themselves with the plan to
118 determine what might need to be changed.
119

120 Ms. Lowery asked what could be included in the Plan if the Commission wanted to make sure
121 that the stormwater issues were addressed in the event the lakeshore protection becomes a zoning issue.
122 Mr. Britton said the Plan includes a discussion of the watershed lakes. Typically a policy initiative
123 includes a goal and objectives. The goal would be to protect the stormwater capacity of the town's lakes;
124 objectives could very specific or more general and could include revising zoning provisions, and providing
125 for setbacks. This would provide the legislative basis for the next step; State Code states the zoning
126 ordinance is a reflection of the Plan. Ms. Lowery said the Commission needed to lay the groundwork for
127 stormwater. Mr. Britton said the Plan should have some guidance so there would be some filter for
128 redrafting zoning text amendments.
129

130 Chairman Seibold asked if there was a definitive answer as to whether docks could be built on
131 the lakes. Ms. Donevant said that was an issue that needed to be addressed. Chairman Seibold asked if
132 that should be part of the Plan or through zoning amendments. Mr. Britton said there should be some
133 reference. Ms. Donevant read §4 Natural Resources Elements of the Plan. There was a discussion
134 about the town owning the lakes and the impact of land located under water being deeded to owners.
135 Council adopted a policy in 2004* to prohibit dock construction on the lakes. *(Clerk's Note: *Town Council*
136 *accepted the P&Z recommendation to prohibit docks on town lakes. Existing docks may not be reconstructed if they*
137 *are destroyed. 05/25/2004.)* Ms. Donevant said although the policy was adopted, no ordinance prohibiting
138 dock construction on lakes was adopted. Many property lines are under water; in her opinion, if the
139 individual owns the land, he is entitled to improve it. Chairman Seibold said this is one issue that needs
140 to be addressed. Ms. Donevant said other issues included the canal on 3rd or 4th Avenue North near
141 Floral Villas. The swimming pool is caving in, but the property lines run to the center of the drainage. At
142 one time, the town had a plan to relocate the Dogwood Lake swash to 4th Avenue and create a new
143 outlet, but that has not been done. These things need to be addressed in the Plan, and then necessary
144 zoning amendments can be written at the pleasure of the Commission.
145

146 Ms. Donevant reminded the Commission that the Plan had to be reviewed every five years and
147 rewritten every ten years. This process is starting a little early, but it will give enough time to address all
148 the issues and have the public hearings. Ms. Lowery asked if waiting to answer the questionnaire would
149 delay the schedule. Mr. Britton said it would not. Mr. Hanson said there was a lot of information in the
150 Plan and the questions were pertinent. Chairman Seibold asked the members to review the Plan and
151 bring their comments and/or questions to the next meeting for discussion. Mr. Britton asked for good,
152 concise directions; the better informed the Commission, the better the process will work. **COMMISSION**
153 **CONCURRED.**
154

155 **9. PUBLIC COMMENTS.** There were no members of the public present.
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157 **10. COMMISSION COMMENTS.**
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159 Mr. Hanson, "I have one comment on the, on the questions. I numbered them 1 to 14 so I could
160 keep track of where I was, and I added 14A and 14B, which 14A is threats, threats to our community or
161 our way of life, and 14B is opportunities, what opportunities do we have to enhance our quality of life, so I
162 added two bullets.
163

164 Ms. Abrams, "I like those."
165

166 Chairman Seibold, "That's good, Bob. I like that, too."
167

168 Mr. Pruitt, "Mr. Chair, I was just going to say that when I became a member of the Planning
169 Commission, this is the kind of thing that I was most looking forward to. So, I'm excited about reviewing
170 the Comprehensive Plan."
171

172 **11. ADJOURNMENT.** Mr. Pruitt moved to adjourn at 7:15 p.m. Mr. Rhoades seconded. All
173 voted in favor. **MOTION CARRIED.**

174 Respectfully submitted,

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176 Debra E. Herrmann, CMC, Town Clerk
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180 Approved: December 6, 2011

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182 Charles Seibold, Chairman
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184 _____
185 Mary Ellen Abrams, Commission Member
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185 Robert Hanson, Commission Member
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188 Lynn Livesay, Commission Member
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188 Betty Lowery, Commission Member
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191 Mickey Pruitt, Vice Chairman
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191 Marty Rhoades, Commission Member
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195 Note: Be advised that these minutes represent a summary of the Planning Commission meeting and are not intended to represent a full transcript of the meeting. Meeting tapes are
196 available upon proper request by appointment to be heard in the office of the secretary to the planning department. An agenda of this meeting was made available to persons,
197 organizations and local news media as requested, a list of which is available in the building department, and posted on bulletin boards in Town Hall and outside Council Chambers.
198 This disclosure is in compliance with the SC Code §30-4-80(e).
199