



TOWN OF SURFSIDE BEACH ♦ TOWN COUNCIL CHAMBERS
January 5, 2010 6:30 P.M.
PLANNING & ZONING COMMISSION
MEETING MINUTES

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1. **CALL TO ORDER**

Vice Chairman Seibold called the Planning & Zoning meeting to order at 6:30 PM. In attendance were: Vice Chairman Seibold and Planning & Zoning commission members Cook, Saunders, Smith and Livesay were present. There was a quorum. Staff present: Building, Planning and Zoning Director Donevant and Waccamaw Council of Government Planner Britton and Dan Newquist.

2. **PLEDGE OF ALLEGIANCE.**

Vice Chairman Seibold led the pledge of allegiance.

3. **AGENDA APPROVAL**

A motion to approve the agenda as submitted was made by Rod Smith and seconded by Ms. Cook All voted in favor. MOTION CARRIED.

4. **MINUTES APPROVAL**

Mr. Smith asked for a motion to approve the minutes from the December 1, 2009 meeting and Ms. Livesay made a motion to approve the minutes from the November 3, 2009 meeting and they were seconded by Ms. Cook. All voted in favor. MOTION CARRIED.

5. **BUSINESS**

A. Update on Text Amendments

Mr. Britton discussed where we are in the process of the drafting of text primarily of the technical items and that we are still outstanding some direction from Council on policy items as to which items and they want us to pursue and that we are working on having a workshop. Next month we should have a text draft of the 1st three articles to review, get feedback from staff, see what we like and don't like and make changes to that and in future months bring 2 to 3 articles at a time. The holdup with next month is that we have no indication from Council on the policy items. Article 1 has very few if any policy items, Article 2 has a couple and Article 3 is heavy with policy items. If we can't get Article 3 done then we'll use some other portions of the sections to look at. It was asked if there were any questions and there were none.

B. Transportation Element Goals & Objectives

Mr. Newquist, Assistant Community Planner WRCOG, discussed that this will be the first opportunity for the Town of Surfside Beach to draft a Transportation Element in the town's Comprehensive Plan and that we will develop new goals and objectives that will address future transportation related concerns in the Town of Surfside Beach. Mr. Seibold asked who is responsible to follow up on the Transportation Goals and Objectives and that he would like to see that in the document. Mr. Newquist responded that he would develop an information implementation strategy which would narrow down who is responsible. Mr. Britton stated that one of the things that follows the Goals and Objectives would be the Implementation Strategy and that what it does is define who is responsible and what type of time frame in which that activity will occur. He

52 also stated that they would like to start with the Goals and Objectives which are the
53 cornerstone of the Comprehensive Plan. Those are the macro policy type of statements,
54 the big items and issues and the rest of the plan wraps around those goals and the
55 implementation strategy ties back to the goal. Ms. Cook asked if the state of South
56 Carolina could override the Town of Surfside Beach and it was determined that the state
57 has control over state roads and with solid policy items Surfside Beach would have more
58 direct control on how the town maintains their local transportation system. Mr. Seibold
59 questioned who is responsible for design consideration and Mr. Britton stated that the
60 owner of the road is responsible for this so if it's a state road then it would be the state of
61 SC. What is in the Comprehensive Plan is a local call, it's the Planning Commission
62 making a recommendation to the Council so the state cannot come in and say we don't
63 like that goal, take it out of your Comprehensive Plan. It's a local decision. The
64 important part of the Comprehensive Plan is to make sure that your projects and
65 authorities are identified so that when there is a dialogue with SCDOT we can say these
66 are our priorities and we can have a list to be included in their list. It was explained that
67 in relation to GSATS meetings, the mayor sits on the Policy committee which is the
68 oversight for the GSATS and the Town Administrator and/or his representative sits on
69 the Technical committee which is the group of staff responsible for gathering those
70 projects together to take to the Policy committee so there is representation from Surfside.
71 It's a matter of having the list, having a plan and having something to provide so those
72 projects are included. Mr. Seibold questioned whether or not they should have
73 addressed some of the objectives when looking at the zoning changes. It was concluded
74 that some of his concerns would be addressed by the Council at the workshop and that
75 the purpose of this discussion was to see if some of the items needed to be further
76 discussed or removed. Mr. Seibold questioned if we are presently doing traffic studies
77 and Ms. Donevant answered that we are doing so. Mr. Saunders would like to see a
78 traffic report that was done by Public Safety. Ms. Donevant will check with Mr. Booth
79 for the availability of this report. Mr. Saunders stated that the town has hired a firm to
80 do a parking study for the amount of \$50,000 and asked if we have received anything
81 about it. Ms. Donevant replied that she believed it was going to be at the next council
82 meeting. Mr. Seibold questioned if the commission is responsible for looking at the sign
83 ordinance, lighting and murals and if we ever put anything in writing. Mr. Britton stated
84 that this is what we would be talking about under item C tonight and giving us some
85 direction because when we looked at the sign requirements we found some technical
86 glitches and on the policy standpoint we had only one item which was the illumination
87 standards. Otherwise, we didn't have any policy items to direct us so the staff needed
88 direction from the commission. Ms. Cook asked to define suitable as related in Goal 3
89 Objective 3 and Mr. Newquist responded that he could reword it to say a future area
90 designated as mixed use zoning districts provide multi modal facilities. He also said that
91 the commission will be able to look at this again once he drafts the transportation
92 element which will provide more detailed information. There was some discussion
93 about items addressed in past Comprehensive Plans and that things have not been done.
94 Mr. Seibold stated that the reason that things don't get done generally is because no one
95 is accountable. He would like specifics as to who is responsible, whether it's a title or a
96 name. Mr. Saunders stated that when the commission writes or rewrites a zoning
97 ordinance, it's not put into place until the Town Council puts it in place. Ms. Livesay
98 recommended going to the council meeting with the Comprehensive plan and remind
99 them when they're reviewing it that they should first review the Comprehensive Plan.
100 Mr. Saunders interjected that you are not allowed to address the council as a member of

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the Planning Commission and that he has tried. There was some discussion about the existing Comprehensive Plan and objects and obstructions in the right of way. Mr. Smith stated that the stop sign is hard to see on the corner of 13th Ave. South and Cedar Drive and many people do not stop. Mr. Smith would also like the section US Highway 17 Business Intersection improvement between 13th and 16th Ave. North to read at 16th Ave. North only to add a traffic signal.

C. Discussion

Ms. Donevant stated that Sharon Pinnell is asking Council for a date for the workshop to discuss the policy items. We will e-mail them with the date. Hopefully at this workshop we will get some direction on the sign ordinance and the commission should review it to see if anything stands out. We may want to look at the new technology that is out there as well as banner signs on vehicles, etc. We will look at Conway's and other ordinances to see what's out there. Mr. Seibold again had concerns about Highway 17 and made another comment that things don't get done if no one is accountable.

6. PUBLIC COMMENTS

There were no public comments.

7. COMMITTEE COMMENTS

Ms. Livesay asked if we have a land use analysis. Mr. Britton stated that we would look at what it would take to reproduce and update the land use regulations.

8. ADJOURNMENT

Motion was made to adjourn at 7:50 pm.

Jackie Donevant,
Director of Planning, Building and Zoning

Bob Hanson, Chairman

Lynn Livesay, Commission Member

Ron Saunders, Commission Member

John Culbertson, Commission Member

Carol Cook, Commission Member

Charles Seibold, Commission Member

Rod Smith, Commission Member

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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. THE TAPE(S) OF THE MEETINGS ARE AVAILABLE UPON REQUEST, TO BE HEARD IN THE OFFICE OF THE SECRETARY TO THE PLANNING DEPARTMENT. AN AGENDA OF THIS MEETING HAS BEEN EITHER MAILED OR MADE AVAILABLE TO PERSONS, ORGANIZATIONS AND LOCAL NEWS MEDIA AS PER THEIR REQUEST. THE AGENDA GIVES THE DATE, TIME AND PLACE OF THE MEETING AS WELL AS THE ORDER OF BUSINESS. THIS DISCLOSURE IS IN COMPLIANCE WITH THE SOUTH CAROLINA CODE OF LAWS OF 1976, SECTION 30-4-80(E).

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