



**Planning Commission**  
**3:30pm, Wednesday, August 12, 2020**  
**Virtual Meeting via Zoom call due to COVID-19 Pandemic**  
**broadcasted live on YouTube: <https://www.youtube.com/user/cityofisleofpalms>**

**MINUTES**

**1. Call to Order**

Present: Marty Brown, Scott Pierce, Ron Denton, William Mills, Vince DiGangi, Rick Ferencz, and Douglas Kerr, Director of Planning

Absent: Lisa Safford

**2. Approval of Previous Meeting's Minutes – July 8, 2020**

Mr. Denton made a motion to approve the minutes and Mr. DiGangi seconded the motion. The minutes were approved unanimously.

**3. Citizen's Comments -- none**

**4. New Business**

**A. Make recommendation on MOU with Water & Sewer Commission**

Director Kerr reviewed the changes to the MOU suggested by the Commissioners from the July meeting.

**MOTION: Mr. Mills made a motion to approve the MOU as amended and recommend that City Council approve the document. Mr. Denton seconded the motion.**

Chairman Ferencz asked about including wording that would require the Water & Sewer Commission to report to the Planning Commission monthly about the decommissioning of the wastewater treatment plant and the construction of the new plant.

**MOTION: Mr. Mills made a motion to amend the MOU to include "The Water & Sewer Commission agrees to supply the City at least a monthly report or presentation detailing the forecasted spending versus budget, construction progress versus timetable, and any unexpected events that occur within the project." Mr. Denton seconded the motion.**

**VOTE: The amended motion passed unanimously.**

**B. Discussion regarding the implementation of island-wide sewer**

Mr. Ferencz mentioned that Mayor Carroll indicated to him the importance of the implementation of island-wide sewer and wondered the role of the Planning Commission in the

process. Director Kerr reminded the Commission that they have agreed to work with the Water & Sewer Commission over the next year to develop a detailed outline of the process needed to outfit the island with sewer. He suggested a meeting with Water & Sewer Commission staff to brainstorm ideas for that plan as well as identifying possible funding sources. Director Kerr also shared that the Water & Sewer Commission is in the beginning stages of discussing how to implement a financial incentive program to encourage homeowners to hook into the sewer system. As this is such a detailed and important process, Director Kerr suggested leaving this discussion until everyone could meet in person.

**MOTION: Mr. Pierce made a motion to defer further discussion of implementing island-wide sewer until October or November. Mr. DiGangi seconded the motion. The motion passed unanimously.**

**4. Old Business**

**A. Review Comprehensive Plan: review of revisions to Introduction and Natural Resources Element; discussion of rest of Natural Resources Element, and discuss Transportation Element**

Director Kerr said the Commission will need to discuss at some point the best way to get the public's input on the Comprehensive Plan. They will also need to decide which sections of the plan will require professional input.

Commissioners discussed the goal and strategies of protecting wildlife and vegetation in the Natural Resources element. They agreed to leave a placeholder in this section addressing Resiliency/Planning for Sea Level Rise until the Strategic Planning process has had a chance to discuss it. Mr. Pierce suggested adding in a general goal about air quality such as, "Pursue development and implementation of ordinances, education and awareness programs to improve air quality such as smoking regulations and support of public transportation."

Commissioners then discussed the Transportation element of the Comprehensive Plan. Topics discussed included pedestrian and driver safety, traffic flow, reduction of traffic congestion, non-resident parking, and data collection related to traffic patterns. Director Kerr suggested speaking with the IOP Police and Fire Departments as well as Stantec before making any large-scale changes to this section. Commissioners did feel that safety should be the number one goal followed by traffic flow and traffic congestion. Director Kerr will schedule representatives from the Police Department, Fire Department, and Stantec to be at the next Planning Commission meeting.

Commissioners discussed the development of the final product of the Comprehensive Plan and the financing of such.

**B. Discussion assignment regarding tree fund**

Director Kerr reviewed the options under consideration for the use of the tree fund including changing ordinances to allow for tree fund money to be used more freely, creating competitive

grants for residents wanting to beautify private projects, and purchasing greenspace. Mr. Ferencz wondered if the monies could be used to beautify the marina.

**MOTION: Mr. Pierce made a motion to recommend to City Council to leave the tree fund ordinance as is and to consider directing money from the tree fund towards beautifying the public space that could come available to residents at the marina adjacent to the dock. Mr. DiGangi seconded the motion. The motion passed unanimously.**

**5. Miscellaneous Business**

**A. Update on drainage planning**

Director Kerr reported that City Council approved Thomas & Hutton to handle the construction administration and the bidding process of the smaller internal drainage projects. Director Kerr said there may not be an opportunity for the Planning Commission to review the bid packets as those projects are already behind schedule. Any individually submitted comments from the Commissioners will be sent to the engineer. Permits for the smaller projects have been received.

With regards to the Phase III drainage project, City staff continues to work with Wild Dunes on how best to cross the golf course. Requests for the permits have been submitted, but they expect to wait a year before receiving them.

**B. Update on short-term rental recommendations**

Director Kerr stated there will be a public hearing and Second Reading for the short-term rental recommendations at City Council's August meeting.

**C. Update on short-term rental software**

Director Kerr said City Council approved the renewal of the software for another year. The City has hired someone who will be focusing on business licenses who will also be handling the follow-up for rental units identified as not operating with a business license.

**7. Adjournment**

Mr. DiGangi made a motion to adjourn and Mr. Brown seconded the motion. The meeting was adjourned at 5:39pm.

Respectfully submitted,

Nicole DeNeane  
City Clerk