

MINUTES OF THE ISLE OF PALMS  
PLANNING COMMISSION MEETING  
November 12, 2014

The Isle of Palms Planning Commission met in the City Hall Conference Room, 1207 Palm Boulevard on November 12, 2014 at 4:00 p.m. Members attending included Bev Ballow, Ron Denton, Richard Ferencz, Bill Mills, Lisa Safford, Don Smith and Noel Scott; the Director of Planning Douglas Kerr was present as well. The press had been notified of the meeting and the agenda for the meeting was posted in City Hall and the Building Department to comply with the Freedom of Information Act.

The Chairman Noel Scott called the meeting to order.

**APPROVAL OF MINUTES**

Mr. Scott explained that the next item on the agenda was the approval of the October 8<sup>th</sup>, 2014 minutes. Mr. Mills noted that the minutes state that there were seven proposals received for the marina master planning project and he believed there were only five received. Mr. Kerr stated that Mr. Mills was correct and this should be changed. Mr. Mills made a motion to approve the minutes as amended and Ms. Ballow seconded the motion. The vote was unanimous in favor of the motion.

**SUBDIVISION REVIEW- 5 WHISPERING PALMS**

Mr. Kerr explained that a request for preliminary approval of a subdivision at 5 Whispering Palms Lane had been submitted for consideration. He stated that preliminary approval is an optional step in the subdivision process that will give the owner assurance that if the proper improvements are made the property will be able to be subdivided. Prior to being granted final approval, the proposed drainage pipe would have to be installed and septic permits from DHEC and/or documentation that the Water and Sewer Commission will provide sewer service to the lots would need to be presented or other arrangements made to provide sewer service to each lot.

Mr. Kerr explained that the property was currently configured as one 1.39 acre lot and the owner is proposing to subdivide the property into three lots, with each lot measuring between 18,794 square feet and 22,191 square feet. He stated that in May of 2014, the Planning Commission approved the subdivision of Lot 3, which is adjacent to this property.

He explained that the property is located in the SR1 zoning district, which requires lots be at least 17,500 square feet in area, be at least 70 feet wide at the building line, be at least 110 feet deep, and have at least 30 feet of frontage on a cul-de-sac.

He stated that all three properties have numerous Historic and Significant Trees,

which will have to be preserved in accordance with the City's Code.

He explained that because the subdivision involved the abandonment of an existing drainage easement, pipe and outfall, which serves a large drainage basin, City Council would need to authorize the changes in the drainage system prior to the Planning Commission granting final approval to the subdivision.

He stated that the City's staff had reviewed the plat and believed that request complies with the requirements of the ordinances and therefore recommends the plat be approved with the conditions that prior to final approval:

- the new drainage system be authorized, installed and approved,
- documentation from DHEC be provided indicating their approval of the proposed septic systems,
- documentation from the Water and Sewer Commission be provided indicating that the necessary improvements have been made and they are willing to provide water service to all properties and sewer service to any lots not approved for a septic system.

Mr. Ferencz asked why Lot 4C would not have water and sewer provided. The project surveyor and engineer, Lewis Seabrook, explained that this lot was expected to be sold to the adjacent neighbor and not developed as a separate lot, but added to his existing property.

Mr. Denton explained that lot 4A and 4B had numerous live oaks in the area where driveways would need to be added. He asked if the owners would object to adding an easement to the plat that would allow the two lots to have a shared driveway where the lots meet the cul-de-sac. Mr. Seabrook answered that he did not see a reason why this could not be done.

Mr. Denton made a motion to grant preliminary approval with the conditions that an access easement be added to Lot 4A; that the new drainage system be authorized, installed and approved; that documentation from DHEC be provided indicating their approval of the proposed septic systems; and that documentation from the Water and Sewer Commission be provided indicating that the necessary improvements have been made and they are willing to provide water service to all properties and sewer service to any lots not approved for a septic system. The motion was seconded and unanimously approved.

## **INTERVIEW OF STANTEC REGARDING MARINA MASTER PLAN**

Mr. Rick Day of Stantec addressed the Commission and thanked them for the opportunity to discuss the marina mater planning project. He introduced the team that Stantec had compiled, which included Bryan Kizer, who would be the project superintendent, Jenny Horne, who would be the land planner, John Shaffer, who would be the marine expert and Seth Cantley, who would be the architect.

Bryan Kizer detailed the process that Stantec would propose which would include defining goals with a kickoff meeting, holding scoping and stakeholder meetings, developing conceptual plan alternatives, revising the conceptual plan, developing a final plan and delivering a finalized product.

The Stantec team discussed issues that they knew would be faced during the process including the competing interests on the site, aging infrastructure, the need for citizens to able to gain access to the waterways and parking on and around the site.

Each member of the team discussed some of the challenges and opportunities that they anticipated with the project.

Mr. Mills asked for some examples marina master planning projects. Mr. Shaffer answered that he had been involved with 60 or so marina projects up down the eastern seaboard as well as in the Caribbean. Mr. Kizer answered that Stantec and Liollo Architecture were involved with the Ripley Light Marina. Mr. Kizer added that Stantec was also involved with the old harbor masters house in Charleston Harbor.

## **INTERVIEW OF ATM REGARDING MARINA MASTER PLAN**

Mr. Kirby Marshall with ATM addressed the Commission and introduced the team that would be working on the project including Justin Davis with ATM and Walter Phlegar, the President of ATM. He explained that 100% of the team they have compiled is local with several members of the team living on the Isle of Palms. He explained that he saw the Isle of Palms Marina as a tremendous asset to the community and ATM was excited about the possibility of working with the City on the project.

Mr. Marshall explained that ATM assisted the City of Charleston with the redevelopment of the City Marina downtown and the project required a lot of grant funding, which ATM helped them secure.

He explained that ATM is highly experienced with all facets of marina master planning and this project would not work with a one size fits all approach. He detailed the

approach that ATM would use including a series of stakeholder meetings and workshops, market assessments, regulatory feasibility study, pro forma financial analysis and the development of a master plan. He added that the City may also consider the development of a project website, which ATM could assist with.

### **MISCELLANEOUS BUSINESS**

Mr. Ferencz explained that he believed that the City should have a new appraisal of the marina done to provide a data point and aid in analyzing the marina site. He stated that some investment may or may not make sense based on the value of the property. The group generally talked about getting the site appraised.

Mr. Kerr explained that the consultants had provided sealed pricing and he proposed that he distribute the pricing and the Commission hold a special meeting in the near future to formulate a recommendation to City Council. The group agreed to hold a special meeting on November 19<sup>th</sup> at 4:30pm.

### **ADJOURNMENT**

With there being no further business, the meeting was adjourned at 6:15 p.m.

Respectfully submitted, Noel Scott, Chairman