

**TOWN OF BLUFFTON PLANNING COMMISSION**  
**Electronic Meeting**

**Wednesday, June 24, 2020, Minutes**

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**Present:** Terry Hannock, Vice Chair; Dan Keefer; Trey Griffin; Ronald Williams;

**Absent:** Josh Tiller, Charlie Wetmore, Amanda Jackson-Denmark

**Staff:** Kevin Icard, Planning & Community Development Manager; Charlotte Moore, Senior Planner; Darby McLain, Growth Management Coordinator;

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**I. CALL TO ORDER**

Vice Chairman Hannock called the meeting to order at 6:00 p.m.

**II. ROLL CALL**

**III. NOTICE REGARDING ADJOURNMENT**

The Planning Commission will not hear new items after 9:30 P.M. unless authorized by a majority vote of the Commission Members present. Items which have not been heard before 9:30 P.M. may be continued to the next regular meeting or an additional meeting date as determined by the Commission Members.

**IV. NOTICE REGARDING PUBLIC COMMENTS**

Every member of the public who is recognized to speak shall address the Chairman and in speaking, avoid disrespect to the Commission, Town Staff, and other members of the meeting. State your name and address when speaking for the record. **UNLESS OTHERWISE AMENDED BY THE PLANNING COMMISSION, COMMENTS ARE LIMITED TO THREE (3) MINUTES.**

**V. ADOPTION OF THE AGENDA**

Commissioner Williams made a motion to adopt the Wednesday, June 24, 2020 Planning Commission Meeting Agenda. Commissioner Griffin seconded the motion, all were in favor and the motion passed.

**VI. ADOPTION OF MINUTES – May 27, 2020**

Commissioner Williams made a motion to approve the adoption of the May 27, 2020 minutes, Commissioner Griffin second the motion. All were in favor and the motion passed.

**VII. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA**

No Public Comments

**VIII. OLD BUSINESS**

## 1. FOR ACTION

- A. Unified Development Ordinance Edits (Tabled from May 27<sup>th</sup> Meeting):**  
Amendments to the Town of Bluffton Code of Ordinances, Chapter 23 – Unified Development Ordinance, Article 5 – Design Standards, Pertaining to Minimum Lot Widths and Off-Street Parking in Old Town Bluffton Historic District – Kevin Icard, Planning and Community Development Manager

Staff- Kevin Icard, Planning & Community Development Manager presented the proposed UDO Ordinance edits. Commissioner Keefer made a motion to approve as presented with two modifications;

1. Decrease the minimum lot width for the Neighborhood General Historic District from 50' to 45' for all lot types.
2. All districts will have the ability to apply for an administrative appeal to decrease their required lot width by 5' with the approval of the UDO Administrator.

The language from the access easement portion was also changed from shall to may.

"Within the Old Town Historic District, lots subdivided after [date of ordinance adoption] and intended for single-family or two-family residential use ~~shall~~ may provide vehicular access in the rear yard via cross access easement, lane or alley in conformance with the standards found in section 5.9, Transportation Network & Design."

## IX. NEW BUSINESS

### 1. FOR ACTION

No new business.

## X. DISCUSSION

Vice Chairman Hannock questioned why the change from 50' minimum lot width to 45' minimum lot width was not being made across all districts. Commissioner Keefer pointed out that the other districts already have smaller lot types.

## XI. ADJOURNMENT

Commissioner Williams made a motion to adjourn The June 24, 2020 Planning Commission meeting, adjourned at 6:51 p.m.