

TOWN OF BLUFFTON PLANNING COMMISSION
Electronic Meeting

Wednesday, September 23, 2020, Minutes

Present: Chairman, Josh Tiller; Dan Keefer; Charlie Wetmore; Amanda Jackson; Ronald Williams; Vice Chairman, Terry Hannock (6:04pm);

Absent: Trey Griffin

Staff: Kevin Icard, Planning & Community Development Manager; Darby McLain, Growth Management Coordinator; Will Howard, Principal Planner; Katie Peterson, Senior Planner; Alan Seifert, Senior Planner; Charlotte Moore, Principal Planner; Chris Forester, Director of Finance;

I. CALL TO ORDER

Chairman Tiller called the meeting to order at 6:02 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 Jackson-Denmark made a motion to adopt the Wednesday, September 23, 2020 Planning Commission Meeting Agenda. Commissioner Keefer seconded the motion, all were in favor and the motion passed.

VI. ADOPTION OF MINUTES – AUGUST 26, 2020

Commissioner Williams made a motion to approve the adoption of the August 26, 2020 minutes, Commissioner Jackson-Denmark second the motion. Vice Chairman Hannock abstained due to his absence from the last meeting. All were in favor & the motion passed.

VII. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

No Public Comments

VIII. OLD BUSINESS

No old business.

IX. NEW BUSINESS

1. FOR ACTION

- A. Old Town Marketplace (Preliminary Development Plan):** A request by Kelly Moore of Loftin-Moore, LLC on behalf of Parcel C5 LLC, for approval of a Preliminary Development Plan. The project consists of the construction of a restaurant and retail space with an outdoor pavilion and amphitheater with associated parking and infrastructure. The property is zoned Buckwalter Planned Unit Development and consists of approximately 12.9 acres identified by tax map number R610 000 000 0000 0000 located at 2 Parkside Drive. (DP 07-20-14412) (Staff-Will Howard)

Staff member Will Howard presented.

Commissioner Wetmore asked if the 10:00p.m. noise ordinance applies to the Buckwalter area or just Old Town properties. Staff member Howard responded saying that there is a noise ordinance for The Town of Bluffton, but he is not entirely familiar with it. Commissioner Wetmore then stated that The Planning Commission should look into a restriction for this property regarding the noise ordinance in the same way that it applies to Calhoun Street. Staff member Howard stated that he is not sure that restriction would be within The Planning Commission's purview to impose and that the town's attorney would need to be contacted. Commissioner Wetmore then stated he would like to delay this decision until some answers can be found to these questions.

Vice Chairman Hannock asked the applicant if they have met with The Woodbridge Communities HOA regarding this project. The applicant stated that they have met with David Smith, the president of The Homeowners Association. Mr. Smith & his immediate team are aware of the project and are very supportive. The applicant also stated that they did not voice any concern for the project at the time of their meeting.

Staff member Kevin Icard stated that the noise ordinance is a town-wide ordinance. He also stated that this application must go through storm water approval and then Staff can present the final development plan to the Planning Commission prior to final approval by the UDO Administrator.

Vice Chairman Hannock made a motion to approve the application with the following conditions:

1. At the time of Final Development Plan, update the plans to include bicycle parking.
2. At the time of Final Development Plan, consider re-locating the outdoor pavilion away from the residential development to the east and provide detail on the construction of the pavilion, specifically as to the measures included to provide noise abatement to the residential development.

3. Consider re-naming the development to avoid confusion, as the project is not located within what is commonly referred to as the "Old Town Historic District" of Bluffton.
4. The Final Development Plan is required to be presented to the Planning Commission. The Planning Commission will make a recommendation to the UDO Administrator to (1) Approve; (2) Approve with Conditions or (3) Deny the Final Development Plan.

Commissioner Williams seconded the motion with an amendment:

1. At the time of Final Development Plan, re-locate the stormwater retention, currently proposed to encroach into the 50-foot buffer from Buckwalter Parkway on the south side of the Buckwalter Parkway access, to the interior of the development.

Vice Chairman Hannock seconded the amended motion. Chairman Tiller, Vice Chairman Hannock, Commissioner Keefer, Commissioner Jackson-Denmark, and Commissioner Williams were in favor. Commissioner Wetmore was opposed to the amendment.

Tiller, Hannock, Keefer, Jackson-Denmark, Williams were in favor of the original motion. Wetmore was opposed. Commissioner Wetmore then stated that he is not opposed to the project as a whole but he does not think we are there yet.

- B. New Riverside Village Phase 1 (Preliminary Development Plan):** A request by Tex Small of AVTEX Commercial Properties, Inc. on behalf of MFH LAND, INC, and the Town of Bluffton for approval of a Preliminary Development Plan. The project consists of the construction of single-family homes, a community park, and all necessary infrastructure to support future development of a commercial village and outparcels. The property is zoned New Riverside Planned Unit Development and consists of approximately 36 acres identified by tax map numbers R610 036 000 1258 0000 and R610 036 000 3214 0000 located southeast of the intersection of SC HWY 46 and New Riverside Road. (DP 05-20-14246) (Staff-Will Howard)

Staff member Kevin Icard presented.

The applicant stated that SCDOT is conducting traffic counts this week and they are moving forward with the traffic study. Commissioner Wetmore asked what the rationale was for not connecting the roads to 46 while the new roads are being constructed. Staff member Icard stated the applicant is still working on their encroachment permit with SCDOT. The applicant stated the intent is to have two intersections; one on New Riverside and the other on 46 upon traffic study completion.

Chairman Tiller asked what the timing on the residential portion is. The applicant stated that the infrastructure will be going in immediately and as part of that the residential will be going in as well within the first phase.

Commissioner Jackson-Denmark asked why the parking was being limited. The applicant responded saying he believes he could meet a better streetscape appeal and parking lot appeal without it as recommended by staff.

Vice Chairman Hannock asked if the workforce housing will be integrated. The applicant responded it will immediately be integrated or will be on the opposite roadway diagonal from the park.

Commissioner Denmark made a motion to approve the application with the following conditions:

1. An updated Traffic Impact Analysis must be submitted at the time of Final Development Plan application for review and approval.
2. Ten homes constructed in Phase 1 must meet the Town of Bluffton Affordable Housing definition as specified in the UDO. Specifically, five affordable housing units at 60% Area Median Income (AMI) and five affordable housing units at 80% AMI are required based on the most recent Beaufort County AMI.
3. Prior to Final Development Plan submittal, the Applicant will remove the eight-parking space lot at entrance along New Riverside Road.
4. Prior to Final Development Plan submittal, the Applicant will include additional parallel parking spaces along main road and redesign the parking spaces around the proposed square that will prevent parking conflicts.
5. Prior to Final Development Plan submittal, the Applicant will decrease turning radius for the street corners.

Commissioner Wetmore seconded the motion. All were in favor and the motion passed.

- C. New Riverside Village Phase 1 (Certificate of Appropriateness – Highway Corridor Overlay District):** A request by Thomas and Hutton on behalf the owners, Town of Bluffton and MFH Land, LLC for approval of a Certificate of Appropriateness -HCOD. The project consists of the infrastructure, landscaping, and lighting for future development. The property is zoned New Riverside Planned Unit Development and consists of approximately 35.4 acres identified by tax map numbers R610 036 000 1258 0000 and R610 036 000 3214 0000, commonly known as Parcel 4B-2 and 4B-3 located at the southeast corner of the SC Highway 46 and SC Highway 170 intersection. (COFA-08-20-014496) (Staff – Katie Peterson)

Staff member Katie Peterson presented.

Chairman Tiller questioned whether the lighting fixtures proposed were “cut off fixtures”. He stated if not, it should be required that it be cover acorn lantern. The applicant stated if cut off fixtures are required; they are happy to modify accordingly. Chairman Tiller then asked if there was any concern for damage to the landscape during construction and if the installation would be phased over time as the buildings come online. The applicant replied saying the intent is to do temporary sod until the pavement gets put in.

Commissioner Williams made a motion to approve the application with the following staff recommendations.

- a. All comments from DRC must be addressed and a Final Development Plan (DP 05-20-14246) approved prior to final approval of this Certificate of Appropriateness.

- b. Signage Permits must be submitted to the Town of Bluffton for review and approval for the signage proposed at each site in the proposed development.
- c. Approval from the New Riverside Village Master Plan Declarant responsible for the covenants and restrictions for the community.

Commissioner Wetmore seconded the motion. All were in favor and the motion passed.

D. May River Crossing Buildings B and D (Certificate of Appropriateness – Highway Corridor Overlay District) A request by Thomas and Hutton on behalf the owner, HEPBLUFF, LLC for approval of a Certificate of Appropriateness -HCOD. The project consists of Building B, a commercial structure of approximately 2,965 SF and Building D, an unenclosed pavilion of approximately 385 SF within the May River Crossing Master Plan. The property is zoned Jones Estate Planned Unit Development and consists of approximately 17.7 acres identified by tax map numbers R610 036 000 0386 0000, R610 036 000 3209 0000, R610 036 000 3210 0000, R610 036 000 3211 0000, R610 036 000 3212 0000, and R610 036 000 3213 0000, located at the northeast corner of the SC Highway 46 and SC Highway 170 intersection. (COFA-09-20-014549) (Staff- Katie Peterson)

Commissioner Jackson-Denmark asked why the front and the rear of the buildings did not mimic each other. The applicant responded with saying he believes it is consistent with the other buildings. Commissioner Keefer said that he agreed with Jackson-Denmark's point with the façade facing 170 noting that the building has a drive through. The applicant also stated the building will contain a pedestrian walk up window.

Commissioner Keefer made a motion to approve the application with the following conditions.

1. Revise the primary structure to reflect the character of the Lowcountry region by incorporating traditional materials, roof shapes and detailing to be in compliance with Section 5.15.9.C.a.
2. Revise the roofline of the primary mass of Building D to incorporate pitched roofs and roof overhangs to be in compliance with Section 5.15.9.D.(2&3)
3. As the façade fronting SC Highway 170, the "Rear Elevation" must be revised to break up the large, unarticulated areas of blank wall per Section 5.15.9.D.3. and include a pitched roof, identical to that proposed on the elevation labeled Front on the documents submitted during the Planning Commission Meeting on September 23, 2020, on the elevation fronting SC HWY 170.
4. The material list must be revised to remove items 11.1 and 11.2 (listed as prefinished aluminum Bahama shutters and prefinished aluminum shutters respectively), or revised renderings showing the placement of the shutters submitted to the Town of Bluffton for review.

Landscape.

5. As no Landscaping was submitted in association with this application, the landscape plan in place for the entire development (COFA-05-19-

013198 and DP-07-18-012213) shall be installed prior to final inspection.

6. With the addition of a drive-thru, additional plan material to act as buffering, must be added to the existing medians on the north and south side of the building to buffer the cars in the drive-through.
7. The two plants labeled ROSM-1 on the on the Landscape Plan submitted for Development Plan Amendment must be revised to be flowering understory trees to soften the building's appearance.

Lighting.

8. As no changes have been submitted to the site lighting, all lighting installed must be reflective of the illumination levels in the approved COFA 05-19-013198 and DP-07-18-012213. Should any additional exterior lighting be proposed, a lighting plan will need to be provided for review with Section 5.15.11.

Additional Requirements.

9. As no changes have been proposed to the Landscape Plan associated with this application, all landscaping associated with COFA-05-19-013198, the Certificate of Appropriateness for the whole site, must be installed prior to Final Inspection.
10. All comments provided by the DRC for the Development Plan Amendment must be addressed to be compliant with this COA-HCOD approval.
11. Provide a letter of approval from the May River Crossing Master Plan Declarant responsible for the covenants and restrictions for the community.
12. Per the Applications Manual, a Town of Bluffton Sign Permit must be submitted to for review and approval.
13. While signs are reviewed through the Sign Permit Application process, if a menu board will be proposed for the site, additional information on the placement, size, and configuration shall be provided as it will affect the appearance of the architecture.

Vice Chairman Hannock seconded the motion. All were in favor and the motion passed.

- E. Unified Development Ordinance Amendment:** Consideration and Recommendation of Amendments to the Town of Bluffton Code of Ordinances, Chapter 23 – Unified Development Ordinance, Article 4 – Zoning Districts, Article 9 – Definitions and Interpretations to Add Short Term Rental Units and Bed and Breakfast Homestays and to Establish a Certification Process for Short Term Rental Units. (Staff – Charlotte Moore)

Staff member Charlotte Moore presented.

Commissioner Jackson-Denmark made a motion to recommend approval of the Unified Development Ordinance edits. Commissioner Wetmore seconded the motion. All were in favor and the motion passed.

I. DISCUSSION

Recognition – October is National Planning Month

II. ADJOURNMENT

Commissioner Williams made a motion to adjourn the September 23, 2020 Planning Commission meeting, the motion was second by Commissioner Wetmore. The meeting was adjourned at 8:50p.m.

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