TOWN OF BLUFFTON PLANNING COMMISSION
Large Meeting Room, Bluffton Town Hall
Wednesday, October 26, 2016, Minutes

Present: Josh Tiller, Chair; Terry Hannock, Vice Chair; Dan Keefer; Ronald Williams; Amanda Jackson

Absent: Sean Congleton; Trey Griffin

Staff: Kevin Icard, Planning & Community Development Manager; Erin Schumacher, Senior Planner; Katie Peterson, Planning Assistant; Marcia Hunter, Growth Management Coordinator

I. CALL TO ORDER

Tiller called the meeting to order at 6:01 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

Hancock made a motion to approve the October 26, 2016, Planning Commission meeting agenda. Keefer seconded the motion. All were in favor and the motion passed.

VI. ADOPTION OF MINUTES

Jackson made a motion to approve the September 8, 2016, Planning Commission meeting minutes. Williams seconded the motion. All were in favor and the motion passed.

VII. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

There was no Public Comment.
VIII. OLD BUSINESS

1. FOR ACTION

A. Certificate of Appropriateness. The Applicant is requesting clarification of the Certificate of Appropriateness for a commercial office of approximately 4,490 SF, RV and boat storage, and the Phase 7 buffer along with the associated lighting and landscaping improvements that was approved with conditions at the July 11, 2016 Planning Commission meeting. The applicant is requesting clarification on the lighting requirements based on Illuminating Engineering Society of North American (IESNA) STANDARDS, PUD. (COFA-06-16-9716)

It was noted that Tiller had a conflict of interest with Action Items A, respectively.

Schumacher presented.

Jackson made a motion to approve the application with the following conditions:

1. Landscape
   a. Per Section 2 - D.17.a. of the Jones Estate Concept Master Plan, the adequacy of the buffer with regards to opacity (approximately 50% within 3 years of install) shall be reviewed after construction to determine if it is adequate and if determined to be inadequate, the developer/landowner will work with the Town to remedy the problem and achieve visual opacity.
   b. Per the Applications Manual, the architectural site plan and landscaping and lighting site plans must be revised for consistency.

2. Architecture
   a. Per Section 4.24.3.A.4. and 4.24.3.C.2.a.ii of the Zoning and Development Standards Ordinance (ZDSO), the design of the accessory structures must coordinate with the general style of architecture in the primary structure. Provide additional drawings of the dumpster enclosure and pavilion so that they may be reviewed for conformance.
   b. Per Section 4.24.3.A.3. of the ZDSO, the foundation material must be revised to an appropriate material and the associated drawings updated to reflect the materials.

3. Lighting
   a. Per Section 4.24.4.C. of the TOB HCOD, revise the foot-candle illumination information to ensure compliance with Section 4.24.3.C.2.iv. of the ZDSO.

4. Other
   a. Per Section 4.24.4.C. of the ZDSO, screening should be included along the southeastern edge of the storage lot to ensure that it is screened from view.
5. Additional Requirements
   a. All comments provided by the DRC for the Preliminary and Final Development Plans must be addressed to be compliant with this COA-HCOD approval.
   b. Approval from the Cypress Ridge Master Plan Declarant responsible for the covenants and restrictions for the community.

Keefer seconded the motion. All were in favor and the motion passed.

IX. NEW BUSINESS

1. FOR ACTION

   A. Certificate of Appropriateness. The Applicant, John Hutchison on behalf of the Town of Bluffton, requests a Certificate of Appropriateness for the approval of phase 2 of the streetscape improvements to May River Road from Pin Oak Street west to Jennifer Court with parcels zoned Neighborhood Core-HD, Neighborhood General-HD, and Neighborhood Core. (COFA-09-16-10165)

   It was noted that Tiller has a conflict of interest with Action Item A, respectively.

   Schumacher presented.

   John Hutchison and Josh Tiller were present to answer questions.

   Keefer made a motion to approve the application with the following conditions:

   1. Architecture
      c. Revise the walkways at the Pin Oak intersection to include a connection into the Dollar General site; and,
      d. Be aware of the connections to May River Road and the Stock Farm properties and ensure that the grade is taken into account.

   2. Landscaping
      e. Consider substituting some of the proposed crepe myrtle trees for fringe trees or saucer magnolias where possible;
      f. Where appropriate, remove the proposed Ginkgo trees and substitute with live oaks or another native species;
      g. Add additional street trees to fill the gaps in the streetscape, specifically on the north side of the street; and,
      h. In front of the Dollar General site, require that the buffer/hedge is sufficient in size and opacity at time of installation.
3. Other
   a. The plan is approved by the Planning Commission understanding that there will be minor revisions to accommodate street light changes required by SCDOT; and,

4. Additional Requirements
   a. All comments provided by the DRC for the Development Plans – Public Project must be addressed to be compliant with this COA-HCOD approval.

B. Jackson seconded the motion. All were in favor and the motion passed.

2. FOR REVIEW

   A. Planning Workshop. The Applicant, HealthSouth Rehabilitation Hospital of the Lowcountry, requests a Zoning Text/Map Amendment to the existing Village at Verdier PUD (Planned Unit Development). The amendment is to add Health/Human Care as an allowed use to Section 2 of the existing PUD document. No action will come from this meeting. This informal meeting is required prior to a formal public hearing. (ZONE-09-16-10146)

X. DISCUSSION


XI. ADJOURNMENT

The October 26, 2016, Planning Commission meeting adjourned at 7:16 p.m.