TOWN OF BLUFFTON PLANNING COMMISSION
Large Meeting Room, Bluffton Town Hall
Wednesday, November 16, 2016, Minutes

Present: Josh Tiller, Chair; Amanda Jackson; Trey Griffin; Dan Keefer; Sean Congleton

Absent: Terry Hannock, Vice Chair; Ronald Williams;

Staff: Kevin Icard, Planning & Community Development Manager; Erin Schumacher, Senior Planner; Katie Peterson, Planner; Marcia Hunter, Growth Management Coordinator; Theresa Thorsen, Addressing & GIS Technician

I. CALL TO ORDER

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

Jackson made a motion to approve the November 16, 2016, Planning Commission meeting agenda. Congleton seconded the motion. All were in favor and the motion passed.

VI. ADOPTION OF MINUTES

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

VII. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

There was no Public Comments.

VIII. OLD BUSINESS
There was no Old Business.

IX. NEW BUSINESS

1. FOR ACTION

A. **Street Naming.** The applicant Randolph Stewart submitted on behalf of his client Hank Carroll requesting approval of a new street name in Bluffton. The applicant is requesting approval for new street names for his future Carroll Cottage development. (STR-10-10-10212)

Staff Presenting – Theresa Thorsen

Congleton made a motion to approve the street name change as submitted.

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

B. **Certificate of Appropriateness.** The Applicant, Manna Inc. of the Lowcountry, requests a Certificate of Appropriateness for the approval of the renovation to the exterior finishes of the existing Wendy’s building located at 4 Belfair Village Drive, and zoned Belfair PUD. (COFA-10-16-10220)

Staff Presenting – Erin Schumacher

Congleton made a motion to approve the Certificate of Appropriateness with the following conditions:

1. Architecture
   
   a. Per Section 4.23.3.A.3. of the ZDSO, the stucco areas with the flat roof (entry vestibule and pick up windows) must be revised to include a pediment detail by continuing the brick soldier course and banding along the top edge.
   
   b. Per Section 4.23.3.A.2.d. of the ZDSO, the proposed color scheme must meet one of the red colors identified by Beaufort County Corridor Overlay Districts Sign Color Guide (Pantone Matching System 181C, 1815C, 1817C, 195C, 1807C, 188C, 202C, or 209C).

   c. Per the Applications Manual and Section 4.23.3.C.2.a.1. of the ZDSO, a lighting plan meeting the fixture and illumination levels of the ZDSO must be submitted for review.

2. Other

   a. Signage Permits must be submitted to the Town of Bluffton for review and approval for the signage proposed for at the site and on the structure.
Keefer seconded the motion. All were in favor and the motion passed.

C. **PUD Zoning Map/Text Amendment.** The Applicant, Walter Nester, III, with McNair Law Firm, P.A. submitted on behalf of their client, HealthSouth Rehabilitation Hospital of the Lowcountry, "HealthSouth" an application requesting approval of a Zoning Map/Text Amendment to amend the Village of Verdier Planned Unit Development “PUD” (now known as Seagrass Station) to add Health/Human Care as an allowed use. Specifically, the Applicant requests to add a use category of “Health/Human Care” as an additional Planning Area in section 2.A of the Village at Verdier PUD. The proposed additional Planning Area of "Health/Human Care" is intended to allow those uses authorized in the Mixed-Use Planning Area listed in Section 2.B.6 of the Village at Verdier PUD as well as the use category of “Health/Human Care”. (ZONE-09-16-10146) (Staff Presenting – Kevin Icard)

Staff Presenting – Kevin Icard

Keefer made a motion to approve the PUD Zoning Map/Text Amendment as submitted.

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

D. **Master Plan Amendment.** The Applicant, Walter Nester, III, with McNair Law Firm, P.A. submitted on behalf of their client, HealthSouth Rehabilitation Hospital of the Lowcountry, "HealthSouth" an application requesting approval of a Master Plan Amendment to amend the existing master plan for the Village at Verdier (now known as Seagrass Station) to add “Health/Human Care” as a land use classification. (PD-02-09-170)

Staff Presenting – Kevin Icard

Congleton made a motion to approve the Master Plan Amendment as submitted.

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

E. **Adoption of 2017 Planning Commission Meeting Dates.**

Staff Presenting – Marcia Hunter

Jackson made a motion to approve meeting dates.

Congleton seconded the motion. All were in favor and the motion was passed.

**X. DISCUSSION**
1. **Growth Management Monthly Update.** A review of the monthly Growth Management activities.

XII. **ADJOURNMENT**

The November 16, 2016, Planning Commission meeting adjourned at 7:38 p.m.