I. CALL TO ORDER

Tiller 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

Chairperson Tiller requested an amendment of the agenda to reflect a change in the order of two items. Agenda section IX. New Business – Items A. & C., with Item C. being the first to be heard. Jackson made motions to approve the amendment and the September 27, 2017, Planning Commission meeting agenda. Congleton seconded the motion. All were in favor and the motion passed.

VI. ADOPTION OF MINUTES

Williams made a motion to approve the August 23, 2017, Planning Commission meeting minutes. Congleton 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. PUBLIC HEARING

A. UDO Text Amendment (Zoning Text Amendment): A zoning text amendment to amend the Town of Bluffton’s Municipal Code of Ordinances, Chapter 23, Unified Development Ordinance, Article 5, Design Standards amending the parking requirements and standards to Section 5.11 & Section 5.15.7 Old Town Bluffton Historic District parking. Specifically to review parking space calculations, the parking requirement tables and shared parking regulations. This is a continuation of the August 23rd Public Hearing. (ZONE 07-17-11152) (Staff – Kevin Icard)

Staff Presenting – Kevin Icard presented the information to the Commission which is incorporated into these minutes.

Hannock made a motion to approve the UDO Text Amendment (Zoning Text Amendment) with the following conditions:

1. UDO Table 5.11.3.C – Parking for Restaurant uses in the Historic District should remain unchanged at 4 spaces per 1,000 sq. ft. not the proposed 6 spaces per 1,000 sq. ft. The Planning Commission determined that the increase in parking conflicts with the principle guidelines of the Old Town Master Plan.

2. UDO Section 5.11.3.A Parking Spaces Calculations, Shared Parking – The Planning Commission determined that the distance between the location of the shared parking and the location of the business should remain unchanged at 500-feet rather than to the proposed 250-feet.

3. UDO Section 5.11.3.B Parking Space Calculations, Compact Spaces – The Planning Commission recommended to remove golf cart parking from being counted as required parking, but stated that newly designed developments should be encouraged to incorporate parking for golf carts.

4. UDO Section 5.11.4.2 Standards - Design Standards for Parking Areas and Parking Lots – The Planning Commissioners stated that if a development wanted to design parking with compact spaces, they should be designed to meet the minimum dimensional standards.

5. UDO Section 5.15.7.G.3 Shared Parking – The Planning Commission, for the purpose of consistency, determined the shared parking between businesses should be a 500-feet minimum. This is to not contradict the previous shared parking section.

Williams seconded the motion. All were in favor and the motion passed.
IX. NEW BUSINESS

1. FOR ACTION

A. 162 Bluffton Road (Certificate of Appropriateness): The Applicant, Court Atkins Architects on behalf of the owners Jeffery and Carol Aita, requests a Certificate of Appropriateness for the approval of a one story office building of approximately 4010 SF. The property is identified by tax map number R610 039 000 0209 0000 and is located at 162 Bluffton Road and is zoned Neighborhood Core and is located in the Highway Corridor Overlay District. (COFA-08-17-11301) (Staff – Erin Schumacher)

Staff Presenting – Erin presented the information to the Commission which is incorporated into these minutes.

Keefer recused himself due to a conflict of interest.

Congleton made a motion to approve the Certificate of Appropriateness - Highway Corridor Overlay (COA) for the construction of a one-story office building of approximately 4,010 SF, located on the property identified as 162 Bluffton Road (COFA-8-17-11301) with the following conditions:

1. Landscaping

   a. Per the Applications Manual, the tree removal plan in the Civil engineering drawing set and landscape plans must be revised for clarity to indicate the trees that are actually proposed for removal.

   b. Per Section 5.3.3.C. of the UDO, a Town of Bluffton tree removal permit must be submitted for review and approval by the DRC to allow for the removal of the Significant Tree shown on the plan – 24 inch Gum and 24 inch Pine

   c. Per Section 5.3.4.D. of the UDO, the size of the proposed large or medium canopy tree species shall be increased to a minimum of 12 feet in height and have a caliper of at least 2.5 inches at the time of planting.

   d. Per Section 5.3.4.E. of the UDO, the size of the proposed small canopy tree species shall be a minimum of 5 feet in height and have a caliper of at least 1.5 inches at the time of planting.

   e. Per Section 5.3.7.A.1. of the UDO, additional large canopy trees must be added along the right-of-way to meet the minimum Street Tree requirements of no greater than 50 feet apart.

   h. Per Section 5.3.7.B.3.g. of the UDO, the size of the proposed shrubs located within the buffer shall be increased to at least 36 inches at the time of installation.

   i. Per Section 5.3.7.D.1. of the UDO, additional information, including a canopy coverage calculation, must be provided to ensure that the landscaping plan is adequate to meet the minimum requirements.
j. Per Section 5.3.7.E.1. of the UDO, the foundation plantings along the south eastern corner and southern façades must be supplemented so that planting area encompasses at least 8 feet.

2. Lighting

   a. Per Section 5.12.3.B.1. and 5.12.3.D.1. of the UDO and the Applications Manual, provide information on the proposed light sources, fixture types, photometric grid overlaid on the proposed site plan, and illumination levels to show that they comply with the standards set forth in Article 5 Design Standards.

3. Additional Requirements

   a. Per Section 3.10.2.A. of the UDO, comments provided by the DRC for the Preliminary and Final Development Plans must be addressed to be compliant with this COA-HCOD approval.

   b. Per Section 3.21.2.A. of the UDO, Sign Permits must be submitted to the Town of Bluffton for review and approval for the signage proposed for each business located in the structure.

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

B. Blu Bluff Apartment Homes (Street Naming Application): A request by Neyland Apartment Associates Seven, LLC, for approval of a street naming application. The project consists of the development of an apartment complex located off Bluffton Parkway near Buckwalter Place. The applicant is requesting street names for drives within the development. The property is identified by tax map number R610 029 000 0788 0000 and is located at 1245 Bluffton Parkway. The application is subject to review based on the criteria set forth in the Town of Bluffton Unified Development Ordinance. (STR 09-17-11317) (Staff – Will Howard)

   Staff Presenting – Will Howard presented the information to the Commission which is incorporated into these minutes.

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

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

C. Landings at New Riverside (Street Naming Application): A request by Thomas & Hutton, Inc., on behalf of Pulte Homes Company, LLC, for approval of a street naming application. The project consists of the development of approximately 300 single family residential lots and associated infrastructure. The applicant is requesting additional street names for streets within the development. The property is identified by tax map number R610 036 000 0385 0000 and consists of approximately 100 acres located near the intersection of SC HWY 46 and New Riverside Road. The application is subject to review based on the criteria set forth in the Town of Bluffton Unified Development Ordinance. (STR 06-17-11105) (Staff – Will Howard)
Staff Presenting – Will Howard presented the information to the Commission which is incorporated into these minutes.

Keefer made a motion to approve the street name as submitted in the application.

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

2. PUBLIC HEARING

A. UDO Text Amendment (Zoning Text Amendment): A zoning text amendment to amend the Town of Bluffton’s Municipal Code of Ordinances, Chapter 23, Unified Development Ordinance, Article 4 Zoning Districts, and Article 9 Definitions and Interpretation as it relates to retail businesses, specifically to include a use described as an Icery. A definition of Icery will be included in Article 9 Definitions and Interpretation, describing Icery as an Ice Cream, Milkshake, Non-Dairy Frozen Dessert use as an ancillary use to retail businesses. (ZONE 08-17-11232) (Staff – Kevin Icard)

Staff Presenting – Kevin Icard presented the information to the Commission which is incorporated into these minutes.

Hannock made a motion to approve the UDO Text Amendment (Zoning Text Amendment) as submitted.

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

X. DISCUSSION

October is National Community Planning Month. Staff extended invitation to Commission Members to attend the Tuesday, October 10, 2017 Town Council Meeting for the presentation of a Proclamation.

XI. ADJOURNMENT

The September 27, 2017, Planning Commission meeting adjourned at 7:56 p.m.