

**PLANNING COMMISSION MEETING**  
**Kiawah Island Municipal Center**  
**Council Chambers**  
**February 8, 2017; 3:00PM**

**MINUTES**

**I. Call to Order: Mr. Peterson called the meeting to order at 2:00pm.**

**II. Roll Call:**

Present: Fred Peterson, *Chairman*  
Dan Prickett, *Vice Chairman*  
Larry Iwan  
Andy Capelli  
Bill Dowdy  
Gale Messerman  
Brit Stenson

Also Present: Stephanie Tillerson, *Town Administrator*  
Jack Koach, *Council Liaison*  
John Taylor, *Charleston County Planning & Zoning*  
Jennifer Werking, *Charleston County Planning & Zoning*

**III. Approval of Minutes:**

**A. Planning Commission Meeting Minutes of January 11, 2017**

*Mr. Capelli made a motion to approve the minutes of the January 11, 2017 Planning Commission Meeting as amended. The motion was seconded by Mr. Dowdy and unanimously passed as.*

**IV. Old Business:**

None

**V. New Business:**

**A. 2017 Rules of Procedure**

Mr. Peterson stated that the 2017 Rules of Procedure are identical to the previous year and no changes were made.

*Mr. Prickett made a motion to accept the 2017 Rules of Procedure. The motion was seconded by Mr. Dowdy.*

Mr. Capelli asked the members consider changing Article 2, Section 5 to allow members to participate in meetings and vote by phone. He noted that language allowing Council members to attend by phone could be applied to the Planning Commission Rules of Procedure.

Member discussed the request and decided to approve the 2017 Rules of Procedure as is and bring any suggested language modifications to the next meeting.

***Following discussion the motion was unanimously passed.***

**B. Election of 2017 Officers**

***Mr. Iwan made a motion to appoint Mr. Peterson Chairman of the Planning Commission. Mrs. Messerman seconded the motion. The motion passed unanimously.***

***Mr. Dowdy made a motion to appoint Mr. Prickett Vice Chairman of the Planning Commission. Mrs. Messerman seconded the motion and it was passed unanimously.***

**C. #SBDV- 10-16-00318**                      KRA, LP  
Subdivision Plat  
Ocean Park Phase 6B  
207-00-00-015

Mr. Taylor stated application is for the final approval for revised Ocean Park Phase 6B. The applicant and owner is KRA (Kiawah Resort Associates, LP) and the Surveyor is SWA-Surveying, LLC. The parcel includes 25 lots on approximately 18.429 acres and is in the R-2 Residential zoning district. The intent was to correct seven bearing and/or distance errors in the line tables on the plat.

Mr. Taylor stated the Planning Department has reviewed this document for final approval of the subdivision to be known as Ocean Park Phase 6B, finds that it is consistent with Article 12c, Subdivision Regulations, and recommends final approval.

***Mr. Dowdy made a motion to approve the Final Approval of the subdivision of Ocean Park Phase 6B. The motion as amended was seconded by Mr. Capelli and was unanimously passed.***

**VI. Correspondence/Staff Comments:**

Commission Members received the 2017 schedule of Continuing Education (CE) training opportunities offered by Charleston County Zoning and Planning. Mr. Peterson reminded the members of the requirement to fulfill three hours of CE training annually.

**VII. Council Liaison Comments:**

Mr. Koach stated at yesterday's Town Council meeting he recommended the re-appointment of Mr. Dowdy and Mr. Capelli and the appointment of Mr. Stenson to the Commission for four-year terms. These recommendations were approved by Council

**VIII. Public Comments:**

**None**

**IX. Commissioner Comments:**

Mr. Capelli indicated that he would not be available to serve on the Dock Subcommittee and asked his name be removed for consideration to serve on the Subcommittee. Mr. Peterson asked Mr. Stenson if he would be interested in the Dock Subcommittee with Mr. Taylor.

Mr. Capelli stated that he has sent an email to Mr. Taylor requesting an update with respect to certain Town Ordinances which includes the one which dealt with sale of the Town Hall Building and the change to the R-3 designation. He noted there were a total of seven ordinances which had not been added to the language of the Town's Municipal Code and asked who was responsible for their incorporation.

Ms. Tillerson confirmed with Ms. Reynolds that the text amendment ordinances were sent to MuniCode. MuniCode posts the ordinances on-line immediately and when codified, sends a supplement to be added to the individual Land Use Planning and Zoning Books. Ms. Reynolds distributed the supplement which was recently received.

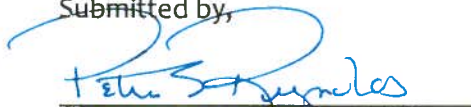
There were no additional; comments.

Ms. Tillerson encouraged the Commission Members to take a tour of the New Municipal Center.

**X. Adjournment:**

***Mr. Capelli made a motion to adjourn the meeting at 3:15 pm. The motion was seconded by Mrs. Messerman and was unanimously passed.***

Submitted by,

  
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**Petra S. Reynolds, Town Clerk**

Approved by,

  
\_\_\_\_\_  
**Fred M. Peterson, Chairman**

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Date