



TOWN OF
Kiawah Island®

Mayor

Craig E. Weaver

Council Members

Maryanne Connelly

Daniel Prickett

Klaus Said

Chris Widuch

Town Administrator

Stephanie Monroe Tillerson

MEMORANDUM

TO: Town of Kiawah Island Planning Commission Members

FROM: John Taylor, Jr., Planning Director

DATE: April 22, 2020

SUBJECT: Wednesday May 6, 2020 3:00 p.m. Planning Commission Meeting Packet

An emergency ordinance was passed by Council to declare a state of emergency, temporarily suspending the normal operating procedures of the Town, and to take additional measures to protect the public amid the recognized COVID-19 public health crisis. With this emergency ordinance, please note at this time, the upcoming Planning Commission meeting is proposed to take place via video conferencing until further notice.

Attached you will find the following items:

- Agenda for the May 6, 2020 meeting of the Planning Commission
- Meeting minutes of the April 8, 2020 Planning Commission meeting
- Packet of case materials (1) SBD20-000003 for your consideration. Please find enclosed the staff review and supporting documentation for this case.

Please feel free to call or email me at (768-9166) jtaylor@kiawahisland.org if you have any questions or concerns prior to the meeting. Please call or email Petra Reynolds, Town Clerk at (768-9166) preynolds@kiawahisland.org if you are unable to attend this meeting.



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PLANNING COMMISSION MEETING

Kiawah Island Municipal Center

Council Chambers

via Video Conference

May 6, 2020; 3:00PM

*This meeting will be live streamed via the [Town's YouTube Channel](#).
Persons interested in submitting public comments should email their comments
to Ms. Petra Reynolds, Town Clerk at preynolds@kiawahisland.org*

AGENDA

- I. **Call to Order:**
- II. **Roll Call:**
- III. **Approval of Minutes:**
 - A. Planning Commission Meeting Minutes of April 8, 2020 [Tab 1]
- IV. **Old Business:**
- V. **New Business:**
 - A. Subdivision Applications:
 - 1) #SBD20-000003 [Tab 2]
 - Kiawah Tennis Club LLC
 - Property Line Adjustment & Right-of-Way Naming
 - (Vacation Way) West Beach Conference Center
 - TMS# 207-06-00-402
- VI. **Correspondence/Staff Comments:**
- VII. **Council Liaison Comments:**
- VIII. **Public Comments:**
- IX. **Commissioner Comments:**
- X. **Adjournment:**

FOIA: Notice of this meeting has been published and posted in accordance with the Freedom of Information Act and the requirements of the Town of Kiawah Island. Meeting materials available for public view online at: <https://www.kiawahisland.org/meetings-minutes/planning-commission/>

Town of Kiawah Island
PLANNING COMMISSION MEETING
via Video Conferencing
April 8, 2020; 3:00PM

Minutes

I. Call to Order: Mr. Peterson called the meeting to order at 3:00 pm.

II. Roll Call:

Present:

Fred Peterson, *Chairman*
Brit Stenson, *Vice Chairman*
Andy Capelli
John Moffitt
Bill Dowdy
Gale Messerman
Larry Iwan

Also Present:

John Taylor, Jr., *Planning Director*
Stephanie Braswell Edgerton, *Communications Manager*
Petra Reynolds, *Town Clerk*
Ray Pantlik, *Kiawah Resort Associates, LP*

III. Approval of Minutes:

A. Planning Commission Meeting Minutes of February 5, 2020

Mr. Capelli made a motion to approve the minutes of the February 5, 2020, Planning Commission Meeting. The motion was seconded by Ms. Messerman.

Mr. Peterson called for a roll call vote:

Fred Peterson voted "aye"
Brit Stenson voted "aye"
Andy Capelli voted "aye"
John Moffitt voted "aye"
Bill Dowdy voted "aye"
Gale Messerman voted "aye"
Larry Iwan voted "aye"

The motion was unanimously passed.

IV. Old Business:

None

V. New Business:

A. Subdivision Applications:

1) #SBD20-000004

Kiawah Resort Associates, LP
A Preliminary Subdivision Plat
Ocean Park Phase 8B – Little Bear
Lots 474-477; Lot 366 TMS# 265-16-00-165

Mr. Taylor stated the applicant, Kiawah Resort Associates, LP, has submitted an application, #SBD20-000004 for preliminary plat approval of the subdivision to be known as a portion of Ocean Park Phase 8B - Little Bear (Lots 474-477; Lot 366). The subdivision request is situated on Little Bear Way, at the eastern end of the island, is zoned R-2, and consists of a total area of approximately 23.821 acres in size containing approximately 3.477 acres of highland and approximately 19.883 acres of marshlands. He indicated the proposed subdivision proposes three residential lots, Lots 474-477 and Lot 366, totaling approximately 3.413 acres in total area.

Mr. Taylor stated the proposed subdivision also requests the modification of the existing key dock location authorized footage by transferring 549 linear feet from Key Location 24 (Cougar Island, West) to Key Location 35 (Cougar Island, East Tip). He explained that under Municipal Code section 12-78 – b. (4) undeveloped properties where platting is not complete may, by approval of the Planning Commission, trade-off linear footage of shoreline from one permitted location to another permitted location with no net gain in total authorized footage.

Mr. Taylor presented diagrams illustrating the location of Key Location 24, Cougar Island, West and Key Location 35, Cougar Island, East Tip. Key Location 24 authorizes 1,150 linear shoreline feet, and Key Location 35 authorizes 1,100 linear shoreline feet. The transfer of 549 linear feet from Key Location 24, creates 1,649 authorized shoreline linear feet for Key Location 35.

Mr. Iwan questioned if the portion of Key Locations 24 is undeveloped and still owned by the developer. Mr. Taylor stated the portion being removed is undeveloped. Mr. Pantlik added the area being transferred is along the shoreline on the westernmost part of Key Location 24, where no docks were planned. Discussion included the existing docks at Key Location 24; the requested transfer does not affect the existing docks, the community dock on Lot 111, and the private dock on Lot 113. Mr. Capelli questioned the location of the dock that would be located in Key Location 35. Mr. Pantlik shared that with the approval of the transfer, a dock would be proposed for Lot 477 Little Bear Way, and Lot 366 would also have the opportunity to permit a single dock on its southern shoreline.

Mr. Pantlik reviewed the placement of the permitted docks on the plat for Ocean Park Phase 8A, noting the dock previously permitted for Lots 366 and 368 was partially constructed but abandoned for use as a shared dock due to the creek shoaling in the vicinity. He stated the proposed preliminary plat would ultimately terminate the previously permitted shared dock and allow a new dock to be permitted along the southern shoreline of Lot 366. The shared dock on Lot 368 would be reconfigured and remain for sole use of Lot 368. And additionally, the proposal would allow for permitting of a separate single dock on Lot 477.

Mr. Capelli made a motion for the approval of the preliminary subdivision plat of Ocean Park Phase 8B (Little Bear Lots 474-477; Lot 366) including the transfer of authorized shoreline linear feet from Key Location 24 to Key Location 35 in the amount of 549 linear feet. The motion was seconded by Mr. Stinson.

Mr. Peterson called for a roll call vote: Fred Peterson voted “aye”

Brit Stenson voted “aye”

Andy Capelli voted “aye”

John Moffitt voted “aye”

Bill Dowdy voted “aye”

Gale Messerman voted “aye”

Larry Iwan voted “aye”

The motion was unanimously passed.

VI. Correspondence/Staff Comments:

Mr. Taylor provided to the Planning Commissioners the following updates, discussing each in detail:

➤ **Town Council Updates / Short Term Rental Ordinance Updates**

In response to the COVID-19 outbreak, Town Council passed an emergency ordinance, including restrictions to short-term rentals. As this pandemic unfolds, Council is continuing monitoring and making necessary adjustments to protect the health and safety of the Kiawah community. Please adhere to the Town's frequent communications and updates online regarding any changes for the Kiawah community.

➤ **Kiawah Island Parkway Improvement Project**

The Kiawah Island Parkway Improvement Project is still underway. Construction crews will be working on the KI Parkway from the main gate to and including the Freshfields roundabout as a part of the Kiawah Island Parkway Improvement Project. Traffic control, construction crews, and construction equipment will be present along the Parkway for the duration of the project. The targeted completion date is May 12, 2020.

➤ **Zoning/Site Plan Permit Review**

Planning staff issued 33 zoning permits from February to April 2020. The following projects are currently under the Site Plan Review process: Parcel 13A Multifamily Development, which is nearing final SPR approval. The KIGR Ocean Course Cottages and Clubhouse Kitchen Expansion have received SPR approval, and work on the cottages has commenced. The St. Johns Fire District Fire Station No. 6 held its grand opening on February 26 at the end of February. Station No. 4 along KI Parkway has been issued SPR approval for the new station, and the existing station is currently being demolished.

Zoning Permits Issued	
February 2020	12
March 2020	19
As of April 7, 2020	2
Total	33

➤ **Subdivision Review**

The following Subdivision Application(s) have been submitted for review:

- #SBD20-000003 – A Parcel Line Adjustment & Right-of-Way – West Beach Conference Center (Golf View Lane)
- #SBD20-000004 – A Preliminary Subdivision Plat – Ocean Park Phase 8B – Little Bear Way (Lots 474- 477 and Lot 366)
- KICA/KP provided the following updates regarding Duneside Road area improvements connected to #SDP-000014-2018 – A Preliminary Subdivision Plat – Beachwalker East Parcel 13 (Southern Pines Lane). Construction is continuing with the Duneside Road improvements. Anticipated completion of the speed tables in the area in the coming week after minor delays in specific materials.

➤ **2020 Five-Year Comprehensive Plan Review**

This summer, the Town will commence its five-year review of the Comprehensive Plan. In the coming months, staff will be distributing points of interest for discussion to Commissioners.

➤ **Town of Kiawah Island Board of Zoning Appeals (BZA)**

The planning staff has not processed any BZA applications. The March meeting was canceled. And the proposed review of rules of procedures is to be rescheduled.

➤ **Continuing Education Opportunities**

There are no Continuing Education Opportunities for April.

Mr. Taylor was asked to provide an update on the projects on Duneside. He stated the work on the speed tables and other the improvement projects that were on set as a result of the Parcel 13 development, and the connection of Southern Pines Lane to Duneside area was continuing. He added that the Community Association shared they have experienced some minor delays in the

materials for the speed tables with work expected to begin in the coming weeks. And road work and repaving have required the placement of barrels to restrict vehicle traffic to that area. Mr. Pantlik stated that once the Community Association has completed the improvements and the Town has inspected, the barrels would be removed and replaced west of the Timbers entrance to prevent any connection between Cape Point Road and Duneside.

Mr. Stenson asked if there was any progress on the pedestrian paths around the pool area. Mr. Pantlik stated the pathways are substantially completed except for the raised crosswalks.

Mr. Capelli asked if, at some point, the Planning Commissioners can see the site plat for 13a, considering it is tied into the area. Mr. Taylor indicated that he would be able to share the multifamily site development plan and that a few final details are being worked out with the owners/developers to near site plan approval.

VII. Council Liaison Comments:

None

VIII. Public Comments:

None

IX. Commissioner Comments:

Mr. Capelli asked what was wrong with Station 4 that it would have to be replaced. Mr. Taylor stated that the St. Johns Fire District has been moving to upgrade all its facilities. The new station will mirror the new Station 6 to allow for additional space for apparatus, equipment, and staffing.

X. Adjournment:

Ms. Messerman made a motion to adjourn the meeting at 3:37 pm. The motion was seconded by Mr. Dowdy and was unanimously passed.

Submitted by,

Petra S. Reynolds, Town Clerk

Approved by,

Fred M. Peterson, Chairman

Date