



TOWN OF  
*Kiawah Island*

**Mavor**

John D. Labriola

**Council Members**

Maryanne Connelly

John Moffitt

Scott Parker

Dan Prickett

**Town Administrator**

Stephanie Monroe Tillerson

## MEMORANDUM

**TO:** Town of Kiawah Island Planning Commission Members  
**FROM:** John Taylor, Jr., Planning Director  
**DATE:** December 24, 2020  
**SUBJECT: Wednesday January 6, 2021 3:00 p.m. Planning Commission Meeting Packet**

Attached you will find the following items:

- Agenda for the January 6, 2021 meeting of the Planning Commission
- Meeting minutes of the November 4, 2020 Planning Commission meeting
- Packet of case materials (1) AZO20-000001 for your consideration. Please find enclosed the staff review and supporting documentation for this case.
- 2021 Planning Commission Meeting Dates
- 2020 Annual Planning Report

Please feel free to call or email me at (768-9166) [jtaylor@kiawahisland.org](mailto: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](mailto:preynolds@kiawahisland.org) if you are unable to attend this meeting.



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**PLANNING COMMISSION MEETING**

Kiawah Island Municipal Center

via Video Conferencing

January 6, 2021; 3:00PM

**AGENDA**

- I. Call to Order:
- II. Roll Call:
- III. Approval of Minutes:
  - A. Planning Commission Meeting Minutes of November 4, 2020 [Tab 1]
- IV. Old Business:
- V. New Business:
  - A. Elect 2021 Planning Commission Officers
  - B. 2021 Rules of Procedure Approval [Tab 2]
  - C. Zoning Ordinance and Map Amendment Applications:
    - 1) Zoning Ordinance Text Amendment Request [Tab 3]  
**#AZO20-000001:** Request a text amendment to create a new term “Base Building Height Elevation” and redefine “Building Height” within Section 12-374. Definitions.
- 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*®

Mayor

John D. Labriola

Council Members

Maryanne Connelly  
John Moffitt  
Scott M. Parker, MD  
F. Daniel Prickett

Town Administrator

Stephanie Monroe Tillerson

**2021  
PLANNING COMMISSION  
MEETING DATES**

<b>MONTH</b>	<b>DATE</b>	<b>TIME</b>
January	6 <sup>th</sup>	3:00 PM
February	3 <sup>rd</sup>	3:00 PM
March	3 <sup>rd</sup>	3:00 PM
April	7 <sup>th</sup>	3:00 PM
May	5 <sup>th</sup>	3:00 PM
June	2 <sup>nd</sup>	3:00 PM
July	7 <sup>th</sup>	3:00 PM
August	4 <sup>th</sup>	3:00 PM
September	8 <sup>th</sup>	3:00 PM
October	6 <sup>th</sup>	3:00 PM
November	3 <sup>rd</sup>	3:00 PM
December	8 <sup>th</sup>	3:00 PM

Kiawah Island's Planning Commission regularly meets on the first Wednesday of each month at 3:00pm in the Municipal Center's Council Chambers.

If you should have any questions regarding this schedule, please call Town Hall (843) 768-9166.

Meeting agendas will be available 24 hours in advance of meetings.

**Town of Kiawah Island**  
**PLANNING COMMISSION MEETING**  
*via Zoom Video Conferencing*  
**November 4, 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

**Absent:** Larry Iwan

**Also Present:** John Taylor, Jr., *Planning Director*  
Dan Prickett, *Council Liaison*  
Petra Reynolds, *Town Clerk*  
Ray Pantlik, *Kiawah Partners*

**III. Approval of Minutes:**

**A.** Planning Commission Meeting Minutes of October 7, 2020

***Ms. Messerman made a motion to approve the minutes of the October 7, 2020, Planning Commission Meeting as amended. The motion was seconded by Mr. Capelli and was unanimously passed.***

**IV. Old Business:**

None

**V. New Business:**

**A.** Subdivision Applications:

- 1) #SBD20-000020      Kiawah Resort Associates, LP  
A Final Subdivision Plat – Ocean Park Phase 8A  
Lots 227-235 | 6 Lots  
TMS #265-16-00-163

Mr. Taylor stated that Planning Case #SBD20-000020 is an application for final subdivision plat for Phase 8A, in Ocean Park, Lots 227 to 235. The property owner and applicant are Kiawah Resort Associates, LP. The subdivision is situated in Ocean Park at the eastern end of the island adjacent to High Dunes Lane and Helena Court. It is zoned R-2 with a total area of approximately 4.390 acres in size containing five residential lots, a residual tract of 2.614 acres, and an area of 0.173 acres to be conveyed to the Kiawah Island Community Association.

Mr. Taylor stated the applications were reviewed by the Planning Department and find that it is consistent with *Article 12c, Subdivision Regulations*. He indicated the Kiawah Island Community Association (KICA) acknowledged acceptance of a 0.173-acre right-of-way conveyance, which will provide an access point to the lots and ensure the right of entry.

**Mr. Stenson made a motion to approve the final subdivision plat of Ocean Park Phase 8A. The motion was seconded by Ms. Messerman and was unanimously passed.**

- 2) #SBD20-000022                      Kiawah Resort Associates, LP  
A Final Subdivision Plat – Ocean Park Phase 5A  
Lots 555-565 | 6 Lots  
TMS #265-16-00-202; -201; -203; -200; -161

Mr. Taylor stated that Planning Case #SBD20-000022 is an application for a final subdivision plat for the first phase of Ocean Park 5A, Lots 555 to 565. The property owner and applicant are Kiawah Resort Associates, LP. The subdivision request is situated in Ocean Park at the eastern end of the island adjacent to Front Nine Lane. The property is zoned R-2 with a total area of approximately 10.469 acres in size containing six residential lots, a common area, and shared access easements.

Mr. Taylor stated the applications were reviewed by the Planning Department and find that it is consistent with Article 12c, Subdivision Regulations. He indicated the proposed subdivision creates one nonresidential tract of 0.102 acres; three shared driveway access easements (lot 555, lots 559 and 561, and lots 563 and 565); one drainage easement approximately 12' in width; and residual future development tract of approximately 8.558 acres.

Mr. Stenson questioned if the development of the residual area behind one of the lots would allow for another home to be built in the area. Mr. Pantlik clarified that the residual area was labeled future development to designate the intention for some future activity such as a park or landscape improvement, not residential development. Mr. Capelli questioned if the area could be accessed from a shared easement. Mr. Pantlik indicated a pedestrian or bike access to the common area from the three lots surrounding it and be maintained by an HOA (Homeowner's Association) set up for the community.

**Mr. Stenson made a motion to approve the final subdivision plat of Ocean Park Phase 5A. The motion was seconded by Ms. Messerman and was unanimously passed.**

## VI. Correspondence/Staff Comments:

Mr. Taylor provided an update on:

- **Kiawah Island Parkway Improvement Project**  
The Kiawah Island Parkway Improvement Project (Phase 2) focusing on landscape improvements have begun.
- **Parcel 13 Updates**  
At the November 3<sup>rd</sup> Town Council meeting, Council approved a Development Agreement amendment for the 2013 Amended and Restated Development Agreement with Kiawah Partners. This amendment focuses on Lot 1 (North of Southern Pines Lane) of Parcel 13, increasing the maximum dwelling unit allowance per building from 7 to 14 dwelling units.

Planning Staff has reengaged with the East West Partners design team for the development of Parcel 13. Anticipate submission of construction drawings in early quarter one of 2021.

- **KI Marsh Study & Ground Water Study**  
Lee Bundrick with the Kiawah Island Conservancy presented to Town Council at the November 3, 2020 Town Council on the two outstanding projects underway. Please visit the Town's YouTube Channel to review that presentation.

Mr. Prickett summarized the request from Kiawah Partners for an amendment to the 2013 Amended and Restated Development Agreement. The request focuses on Lot 1 of Parcel 13 Beachwalker Drive situated north of Southern Pines Lane and Duneside Road. Mr. Taylor noted a similar request was made and approved in the previous year by East West Partners for Lot 2 of Parcel 13. The request asks for a specific increase in the number of dwelling units per building; another component would be a reduction of building height from four to three stories for buildings in the area closest to the community pool of the Duneside development. He noted that Mr. Permar presented the proposed request to surrounding neighborhood entities to obtain feedback and answer questions on any concerns on the potential impact of the development of Parcel 13. Town Council approved the request.

Mr. Prickett indicated that at the last Council meeting, the Town received a presentation from Mauldin and Jenkins, the Town's auditors, receiving a clean opinion and no deficiencies or material weakness in the internal controls.

Mr. Prickett summarized the two studies currently being conducted by the Kiawah Conservancy and funded by the Town noting that the studies will be important in the future. The groundwater table study requires the drilling of wells throughout the island to measure the groundwater level providing information on how the levels change over time with rain and tidal movement. The marsh vulnerability study uses aerial photography to trace the loss and accretion of land along tidal basins providing information on vulnerable areas that may need to be protected.

Mr. Capelli questioned if there had been any discussion on the types of units that would be going in the buildings. Mr. Prickett indicated that while not discussed, it was his understanding that the units were not going to be shared ownership but individually owned condominium units.

Mr. Prickett also indicated that Council approved the first reading of an ordinance that will for the first time provide a small stipend to the Mayor and Council Members, along with passing a resolution to provide a small stipend to the Municipal Court Judge. The stipend is to acknowledge the responsibilities of the roles and the effort required to fulfill them. He noted the members have the choice to decline the payment.

**VIII. Public Comments:**  
None

**IX. Commissioner Comments:**

Mr. Capelli requested to review the County's materials on the Main Road Corridor – Segment C project at Town Hall or a hard copy, if available. He noted difficulty making out the roads and where the alternates are being proposed. Mr. Taylor stated that he could provide a hard copy that is easier to read or provide a personal review to answer any questions.

Commissioners discussed the Johns Island Task Force, which comprises representatives from Johns Island, including Kiawah, Seabrook, local small business owners, and large tract landowners. Mr. Taylor indicated that members of the planning staff, transportation staff as well as members of the County Council attend monthly meetings. He considered the task force a great advantage to Johns Island by engaging all of its stakeholders.

Commissioner also discussed the progress of the proposed senior living center and other potential projects on the island.

Mr. Peterson thanked Mr. Moffitt for serving on the Planning Commission and wish him well as a new member of the Town Council.

- **Johns Island & Regional Planning**

Main Road Corridor Project – Segment C is open for public comment, including alternatives. Residents are encouraged to submit comments online.

- **Zoning/Site Plan Permit Review**

Planning staff issued 24 zoning permits from September to November 2020. Kiawah Island Golf Resort Ocean Course Cottages are well underway.

Zoning Permits Issued	
September 2020	6
October 2020	16
November 2020	2
<i>Total</i>	24

- **Subdivision Review**

The Planning Department administratively approved the following Subdivision Application(s):

- #SBD20-000024 – Exempt Subdivision Plat - Lot Combination 10 Royal Beach
- #SBD20-000023 – Exempt Subdivision Plat – Easement Variable Width – KI Parkway
- #SBD20-000021 – Exempt Subdivision Plat – Lot Combination 149 & 151 Bobcat Lane
- #SBD20-000019 – A Revised Conditional Subdivision Plat for Ocean Park Phase 8A – Front Nine

- **FEMA Flood Maps**

Town Council adopted the new FEMA Flood Maps, which will go into effect on January 29, 2021. Internal conversations are taking place on the effects of the new maps and the impacts of how they are interpreted.

With the upcoming election taking place, this will be the last meeting Mr. Moffitt will be attending; Mr. Taylor thanked him for his service on the Planning Commission.

- **Upcoming Continuing Education Opportunities**

CE Opportunities November 2020				
Date	Time	Location	Topic	Credit Hours
Thur. Nov. 5 <sup>th</sup>	1:00PM-2:30PM	Online	<b>Land Use Law Update</b> This session discusses recent significant court cases that impact land use planners. Given the geographic diversity of the audience, the presentation focuses on federal court cases and significant court cases that impact planning practice across the country. "Hot topics" to be covered include legal issues arising from the COVID-19 pandemic, telecommunications, regulatory takings, short-term rentals and First Amendment issues.	1.5
Fri. Nov. 6 <sup>th</sup>	1:00PM-2:30PM	Online	<b>The Value of the Curb: Organization, Regulation, and Monetization of Your Precious Right-of-Way</b> The curb is simple, right? Sidewalk, maybe some landscaping, travel lanes...not anymore. With the advent of Transportation Network Companies, the permeation of new micro-mobility options like e-scooters and e-bikes, increasing pressures to use public spaces to supplant tight municipal budgets, and the looming presence of autonomous vehicles, the curb is becoming complicated. Join us for an interactive workshop on how you can take control of the right-of-way and bring the most value to this essential and oft-forgotten community asset.	1.5
Tues. Nov. 10 <sup>th</sup>	1:00PM-2:30PM	Online	<b>Ethics Cases of the Year</b> This virtual session considers the American Planning Association's Ethics Cases of the Year with discussion and commentary by experienced members of the AICP. The presenters will use questions to elicit self-reflection from participants and prompt participants to consider how they may react to a situation or scenario.	1.5
Wed. Nov. 18 <sup>th</sup>	1:00PM-2:30PM	Online	<b>Planning for Resilient Communities in the Midst of Pandemic, Social Justice and Climate Change Challenges</b> Planners around the world are working to ensure the holistic wellbeing of communities and helping cities build resilience to withstand multiple challenges. However, their work does not happen "in a vacuum", planners these days are simultaneously handling the COVID-19 pandemic, managing social equity strategies to address deficiencies in social justice frameworks, and are dealing with the impending need to adapt and mitigate to face the effects on climate change. In more and more cities the pandemic, social inequities, and climate change seem to be affecting the most vulnerable. This webinar will integrate experiences from different contexts: the USA, Europe, and Latin America to exchange among planning practitioners' lessons learned, strategies, and policies employed to cope with these compounding challenges and discuss together how planners can deal with these three contemporary challenges	1.5

## VII. Council Liaison Comments:

Mr. Prickett added that Mr. Moffitt is running unopposed for a four-year term on Town Council in the upcoming election.

**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**

DRAFT