

TOWN OF KIAWAH ISLAND
2022 Council Strategic Planning Retreat
Municipal Center Council Chambers
January 11, 2022; 11:00 am

MINUTES

Call to Order: *Mayor Labriola called the meeting to order at 11:00 am.*

Present at meeting: John D. Labriola, *Mayor*
Dan Prickett, *Mayor Pro Tem*
Maryanne Connelly, *Councilmember*
John Moffitt, *Councilmember*

Present Via Zoom: Dr. Scott Parker, *Councilmember*

Also Present: Stephanie Tillerson, *Town Administrator*
Joe Wilson, *Town Attorney*
John Taylor, *Town Planning Manager*
Petra Reynolds, *Town Clerk*

Opening Comments:

Mayor Labriola began the meeting by stating that the 2022 Town Council Retreat will focus on the five goals identified in the Town’s Mission Statement and be used as a reference point in the discussion and planning for 2022.

- A. To ensure the protection of the residential character of the community
- B. To ensure the protection of the Islands Natural Environment
- C. To support the economic viability of Resort and other community-based enterprises
- D. To ensure transparency of all Town Council Actions and Decisions
- E. To ensure the fiscal integrity of the Town’s finances

Mayor Labriola stated that the first and most critical important goal was ensuring the protection of the community’s residential character. The impact of annexation and zoning on any community is a key component of the goal and will be the focus of the meeting’s discussion. Since annexation and zoning are complicated and complex issues, two additional meetings have been scheduled for February 8 and February 22, both starting at 10:00 am. The February 8 meeting will be a workshop to continue Council’s annexation and zoning discussion. The February 22 meeting will be in a Town Hall format providing community members with the opportunity to share thoughts and perspectives on the discussions and the direction Council and Staff are taking.

Mayor Labriola encouraged the community to listen and submit observations at any time to Ms. Tillerson to be responded to as part of the public input process.

On December 9, 2021, Mayor Labriola stated that Council received a request from the Community Association to “review the issues and give consideration on proposed amendments” that Kiawah residents have prepared. He thanked the residents for preparing the proposed amendments and indicated the meeting agenda and format were arranged in response to the request.

Mayor Labriola stated that on January 4, the Town received a petition from Kiawah residents in support to “amend, modify, and clarify Section 12-79 and add conditions to Section 12-159 for Town Council to consider prior to the approval of a proposed planned development rezoning application.” There are five

(5) proposed amendments in Section 12-79 and ten (10) in Section 12-159. Ms. Tillerson and Mr. Wilson will review and comment on each change during the meeting. If all language changes can be completed by February 22, the ordinance could have its first reading at the March Town Council meeting; if not, additional Town Hall meetings will be scheduled in March. The community and future Councils must be confident that the necessary time was taken to access and prepare any changes to the ordinance to respond to any future annexation application requests.

Annexation and Zoning Process Discussion

Ms. Tillerson stated that she and Mr. Wilson, along with the assistance of Mr. Taylor, reviewed Sections 12-79 and 12-159 of the current ordinance and the suggested changes from the community. She stated that some changes would be incorporated into the ordinance language as provided, while others will have to be reworked. The end goal of the process is to create more community engagement and allow the necessary work to be done by the Planning Staff, the Planning Commission, and Council.

Mr. Tillerson stated she is only aware of two annexation applications considered by the Town, Freshfields, and the Municipal Center property.

Mr. Wilson reviewed the state law on annexation requirements and methods of annexation. Beyond the basic framework of those requirements, it is left to the municipality to decide on the annexation process and the question of zoning by ordinance or policy. Most municipalities with an annexation ordinance address the zoning issue in the ordinance or allow the petitioner to submit a zoning request for a specific category.

Mr. Wilson stated that goal was to provide for the Town, Council, residents, and the applicant clarity on the requirements and steps to be taken throughout the process within the framework of the state law.

- **Section 12 – 79. Designation of annexed territory**

Councilmembers, along with Mr. Wilson and Ms. Tillerson, engaged in an in-depth discussion of each of the suggested language changes:

- a. Purpose and intent
- b. First Reading for Ordinance regarding and application for annexation
- c. Pre-Zoning/Conditional zoning not permitted
- d. Initial zoning for annexed areas
- e. Zoning pause moratorium

Mayor Labriola noted that in the research and preparation for the meeting, Mr. Wilson and Ms. Tillerson reviewed approaches taken by other municipalities and found an annexation policy manual from the City of Bluffton, which was referenced as a possible process guideline.

Mayor Labriola pointed out that Sections 12-79 and 12-159 are part of the Town's zoning ordinance and questioned whether they should be separated as a standalone document. Ms. Tillerson indicated that it was the intention to have a document that would address the annexation process and any zoning classification.

- **Section 12 – 159. Plan Development**

Mr. Wilson pointed out that a Planned Development classification had a substantially extensive review process with the procedures, reviews, consideration factors normally included in a separate ordinance. The only state requirement for a planned development is that they are "mixed-use."

Councilmembers, along with Mr. Wilson, Ms. Tillerson, and Mr. Taylor, engaged in an in-depth discussion of each of the suggested language changes:


- d. Planned development procedure
 - 1. Preapplication conference
 - 2. Planned development plan
 - i. Application
 - ii. Planned development stipulations
 - vii. Approval criteria

During the discussion, it was agreed that some of the language changes could be included as suggested while others required further modifications. The primary goal of addressing community concerns and supporting positive changes to clarify the steps in the annexation and zoning process would provide a guideline that would benefit current and future Councils, the community, and the applicants.

In conclusion, Mayor Labriola agreed for Ms. Tillerson to meet with the petition representatives to receive feedback on the Council's discussion and prepare a draft of the language changes for the February 8 meeting. He encouraged the community to submit comments, suggestions, or reactions to the Council's direction.

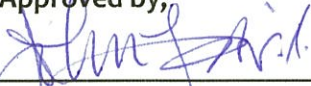
Mayor Labriola adjourned the meeting at 12:33 pm.

Submitted by,



Petra S. Reynolds, Town Clerk

Approved by,



John D. Labriola, Mayor

3.4.2022

Date