



**JAMES ISLAND PLANNING COMMISSION**  
**Town Hall**  
**1122 Dills Bluff Road, James Island, SC 29412**

**MEETING AGENDA**  
**October 11, 2018**  
**6:00 PM**

NOTICE OF THIS MEETING WAS POSTED IN ACCORDANCE WITH THE FREEDOM OF INFORMATION ACT

- I. CALL TO ORDER
- II. PRAYER AND PLEDGE
- III. COMPLIANCE WITH THE FREEDOM OF INFORMATION ACT
- IV. INTRODUCTIONS
- V. APPROVAL OF AUGUST 9, 2018 MINUTES
- VI. PUBLIC COMMENTS
- VII. STAFF COMMENTS
- VIII. PROPOSED AMENDMENTS TO THE TOWN OF JAMES ISLAND ZONING AND LAND DEVELOPMENT REGULATIONS ORDINANCE (ZLDR) INCLUDING:
  - a. 153.013 Special Events: Amendments to the Special Events Definition including reducing number of people to 50, requiring any event on Town property to obtain permit, and adding "neighborhood/block parties" to definition
  - b. 153.252 (c) Special Events in Commercial and Industrial Zoning Districts and Public Facilities: Adding sentence to require permits for special events at Town facilities
  - c. 153.014 Planning and Zoning Fee Schedule: Reducing Commercial Special Event fee from \$50 to \$25 (Residential fee remains at \$25), adding note to allow for potential waiving of fees for civic/institutional/non-profit applications
- IX. CHAIR'S COMMENTS
- X. COMMISSIONERS COMMENTS
- XI. NEXT MEETING DATE: NOVEMBER 8, 2018
- XII. ADJOURNED

The Planning Commission met in Council Chambers of the Town of James Island, 1122 Dills Bluff Road, James Island, SC on Thursday, August 9, 2018 at 6:00 p.m. Commissioners present: Vice Chair Lyndy Palmer, Bill Lyon, Ed Steers, and Chairman David Bevon, who presided. Also, Kristen Crane, Planning Director, Leonard Blank, Town Councilman/Liaison, Flannery Wood, Planner I, and Frances Simmons, Town Clerk and Secretary to the Planning Commission. Absent, Commissioner Zennie Quinn.

Call to Order: Chairman Bevon called the meeting to order at 6:00 p.m. A quorum was present to conduct business.

Prayer and Pledge: Chairman Bevon led the Planning Commission in prayer and followed with the Pledge of Allegiance.

Compliance with the Freedom of Information Act. Chairman Bevon announced that this meeting was noticed in compliance with the South Carolina Freedom of Information Act.

Approval of June 14, 2018 Minutes: Chairman Bevon moved for approval of the June 14, 2018 meeting minutes, Commissioner Steers seconded and passed unanimously.

Public Comments: None

Staff Comments: Planning Director Kristen Crane introduced Flannery Wood, recently hired to the position of Planner I with the Town.

Mrs. Crane announced Planning and BZA training opportunities. The SC Trees Conference will be held on October 25 and 26 at the Tides at Folly Beach. Mrs. Crane noted that Commissioners needed to have the required 3.0 hours by the end of the year. Information on the sessions will be sent to the Commission when it becomes available.

Proposed Amendment to the Town of James Island Zoning and Land Development Regulations Ordinance (ZLDR) including:

- a. 153.157 Parking Lots: adding additional requirement for parking lots in Neighborhood Commercial (CN); General Office, (OG) and Residential Office (OR) Zoning Districts. Chairman Bevon explained at the last Planning Commission meeting an amendment was recommended to add a Special Exception under 153.110 Use Table for parking lots in the Residential Office (OR) Zoning District. This amendment is before Town Council for second reading on August 16.

Mrs. Crane presented the proposed amendment under 153.157 for Parking Lots that in the Commercial Neighborhood (CN) General Office (OG) and Residential Office (OR) Zoning Districts, all parking lots shall have one canopy tree per six parking spaces. There shall be no automobile ingress/egress onto residential streets from a parking lot in an OR Zoning District if the parking lot is serving a commercial use, unless no other reasonable alternative exists.

Mrs. Crane answered questions from the Planning Commission and afterward, Chairman Bevon asked for a motion for discussion. The motion was made by Vice Chair Palmer and seconded by Chairman Bevon. Chairman Bevon spoke in favor of the motion. Commissioner Lyon commented that if he lived on one of the residential streets he would feel strongly about this. Commissioner Steers asked about the impact of the amendment. He asked why the back strip on Jordan is roped off, and whether that area would have to be rezoned to OR. Mrs. Crane answered that the area is roped off because they were not supposed to be using it as a parking lot. Whether the area would have to be re-zoned OR, Mrs. Crane said yes, it would need a Special Exception from the BZA.

After discussion, the motion passed unanimously. Chairman Bevon announced that Town Council would hold a public hearing and first reading on the amendment at its September 20 meeting and the second reading at the October 18 meeting.

Chair Comments: Chairman Bevon expressed excitement to have the first Planning Commission meeting at the New Town Hall. He asked the Commission to remember Commissioner Zennie Quinn and family in prayer during the passing of his wife.

Next Meeting Date: The next meeting of the Planning Commission will be held on Thursday, September 13, 2018.

Adjourn: There being no further business to come before the body, the meeting adjourned at 6:11 p.m.

Respectfully submitted:

Frances Simmons  
Town Clerk and Secretary to the Planning Commission

§ 153.013 DEFINITIONS.

***SPECIAL EVENT.*** An activity (occurring one or more times) involving the assembly or the intention of attracting **100 50** or more people for cultural, ceremonial, educational, or celebratory purposes, ***or any special event held on Town property, regardless of number in attendance.*** ~~Which generates revenue, regardless of status.~~ Such assembly includes, but is not limited to: weddings, receptions, recitals, art exhibits, religious ceremonies, limited youth activities, book readings, wine/food tasting events, executive retreats, circuses, fairs, carnivals, festivals, auctions, concerts, ***neighborhood/block parties*** and any event which is advertised or marketed in any form including, but not limited to: posters, business cards, internet, and media outlets; serves an entrepreneurial purpose; includes fees/charges for goods/services (e.g., food and drink); and whenever there is an admission fee or leasing fee. This definition does not include private parties or private functions that do not meet the above-stated criteria.

\*All Changes are **highlighted**

\*Proposed additions are indicated by ***bold, underlined, italicized*** font

\*Proposed redactions are indicated by ~~strike through~~

§ 153.252 SPECIAL EVENTS IN COMMERCIAL AND INDUSTRIAL ZONING DISTRICTS AND PUBLIC FACILITIES.

(C) A zoning permit shall not be required when hosting an indoor special event in legally established commercial or civic facilities such as: hotels/motels, convention centers; social lodge; assembly halls; religious facilities; fairgrounds; federal, state, and county parks; and similar facilities legally established and authorized to hold special events. ***This exemption does not apply to events held at Town facilities.***

(Ord. 2012-06, § 6.7.3, passed 10-18-2012; Ord. 2013-02, passed 4-18-2013)

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 1238-B Camp Road  
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<b>SERVICE TYPE</b>		<b>FEE</b>	
<b>A.</b>	<b>ZONING PERMITS</b>		
	1	Temporary Zoning Permit Fee	\$50.00
	2	Protected/Grand Tree Removal Permit (Zoning Permit)	\$25.00
	3	Residential Land Disturbance	\$25.00
	4	Residential Zoning Permit	\$25.00
<b>B.</b>	<b>COMMERCIAL and INDUSTRIAL</b>		
	1	Up to 5,000 SF building size	\$50.00
	2	greater than 5,000 SF building size	\$75.00
<b>C.</b>	<b>ZONING AND COMPREHENSIVE PLAN AMENDMENTS</b>		
	1	Zoning Map Amendments [Rezoning]	\$150.00 + \$10/acre
	2	Planned Development (PD) Zoning District	
		a. Less than 10 acres	\$300.00 + \$10/acre
		b. 10-99 acres	\$1000.00 + \$15/acre
		c. 100 acres or greater	\$1500.00 + \$20/acre
	3	Amendment to existing Planned Development text	\$300.00 + \$2/acre
	4	Sketch Plan Amendment	\$300.00 + \$2/acre
	5	ZLDR Text Amendments	\$250.00
	6	Comprehensive Plan Amendments	\$250.00
<b>D.</b>	<b>SITE PLAN REVIEW</b>		
	1	Limited Site Plan Review	\$50.00
	2	up to 5,000 SF building size.	\$250.00
	3	greater than 5,000 SF building size.	\$500.00
<b>E.</b>	<b>BOARD OF ZONING APPEALS</b>		
	1	Appeals of Zoning Related Administrative Decisions	\$250.00
	2	Special Exceptions	\$250.00

	3	Zoning Variances	\$250.00
	4	Protected/Grand Tree Removal Zoning Variances	\$250.00 + \$50.00
<b>F.</b>	<b>ADDRESSING</b>		
	1	Street Name Change	\$50.00
	2	Street Sign	\$200.00
<b>G.</b>	<b>SIGNS</b>		
	1	Billboards	Site Plan Review + \$50.00
	2	Wall Signs (per use)	\$50.00
	3	Free Standing Sign	\$50.00
	4	Agricultural Sign	\$20.00
<b>H.</b>	<b>SUBDIVISION PLATS</b>		
	1	One Lot or Exempt Plat	\$50.00
	2	2-10 Lots or Minor Subdivision Plat	\$100.00 + \$10/lot
	3	11 or more Lots or Preliminary Plat for Major Subdivision	\$200.00 + \$10/lot
	5	Final Plat	\$100.00 + \$10/lot
	6	Public Improvement(s) Review (Engineering)	\$10/lot
	7	Appeals of Subdivision Related Administrative Decisions	\$250.00
<b>I.</b>	<b>SPECIAL EVENTS</b>		
	1	<i>Special Events</i>	\$25.00

### FEE SCHEDULE NOTES

*Civic / Institutional / Non- Profits fee may be waived*

If any type of zoning application/permit is required in order to bring properties that have current zoning violations into compliance with the Town of James Island Zoning and Land Development Regulations Ordinance, the zoning application/permit fees shall be doubled.

Separate applications and fees shall be filed for more than one Variance request to each requirement of this Ordinance. If an applicant requests a variance for removal of more than one Protected/Grand tree, each additional Protected/Grand tree shall require an additional fee.

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