

CITY OF BEAUFORT - TOWN OF PORT ROYAL JOINT MUNICIPAL PLANNING COMMISSION

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MINUTES

JOINT MUNICIPAL PLANNING COMMISSION

January 11, 2010, 5:30 P.M.

Municipal Court Building – 1901 Boundary Street, Beaufort, South Carolina

Members Present: Harley Laing, Vice-Chairman, James Crower, and David Lott.

Members Absent: Joe DeVito, Chairman.

Staff Present: Libby Anderson, City of Beaufort Planning Director, Julie Bachety, Recorder, and Linda Bridges, Town of Port Royal Planning Administrator.

I. Call to Order

Mr. Lang called the meeting to order at 5:30 P.M. and led in the Pledge of Allegiance since Mr. DeVito, Chairman, was unable to attend the meeting.

II. Election of Officers

Mr. Laing explained since the Commission is being shifted from Port Royal to Beaufort, an election of offices needs to take place. He said he spoke with Mr. DeVito and Mr. DeVito expressed that he was willing to serve as Vice-Chairman.

Mr. Lott nominated Mr. Laing as Chairman. Mr. Crower seconded the nomination. Mr. Laing accepted the nomination. The motion carried with a vote of three to zero.

Mr. Crower nominated Mr. DeVito as Vice-Chairman. Mr. Laing seconded the nomination. The motion carried with a vote of three to zero.

III. Review of Projects for Town of Port Royal:

- A. Town of Port Royal – Text Amendment.** Revising Chapter 17.5 Subdivision Regulation, adding Traffic Impact Analysis, and bringing the chapter in line with recent changes in state statutes. (This issue is carried over from the December meeting).

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Linda Bridges presented her staff report. She said she is re-submitting the text amendment for administrative changes which were discussed at the December meeting. Colin Kinton from Beaufort County gave a presentation and answered questions regarding the Traffic Impact Analysis.

Public Comment:

Mr. Laing asked for public comment. There was no public comment. Mr. Laing closed the public comment.

Motion: Mr. Lott made a motion, seconded by Mr. Crower, to approve the amendment with notes previously stated by the commission. The motion carried with a vote of three to zero.

- B. Town of Port Royal – Text Amendment.** Revise Chapter 22 Zoning, all Articles, adding the Planning Administrator as an additional administrator of the chapter.

Ms. Bridges presented her staff report.

Public Comment:

Mr. Laing asked for public comment. There was no public comment. Mr. Laing closed the public comment.

Motion: Mr. Lott made a motion, seconded by Mr. Crower, to approve the adoption of the text amendment. The motion carried with a vote of three to zero.

At this point Mr. Laing recommended rearranging the agenda to review the council items now and then move onto the Joint Metropolitan Planning Commission item. The board members unanimously agreed.

- C. Town of Port Royal – Update on Council Actions.**
There were no council actions to report from the town.

- D. City of Beaufort – Update on Council Actions.**
Ms. Anderson referred to her memo that was given to the commission.

Mr. Laing recognized Mayor Keyserling who walked in. Mr. Laing asked if the Mayor had anything to add and he said, no. Mr. Laing let the Mayor know what part of the agenda the Commission was discussing at this point.

E. Town of Port Royal & City of Beaufort – Establish a new Joint Metropolitan Planning Commission.

Ms. Bridges and Ms. Anderson both presented their changes that were suggested by the commission from the December meeting.

IV. Discussion:

Mr. Laing mentioned some operating procedures to consider:

- If there is significant public comment for a project, staff needs to move up the items to the beginning of the agenda. Ms. Anderson and Ms. Bridges said they would coordinate this because they often know ahead of time which items will generate public comment.
- Send out draft agenda to Chairman before publishing it.
- Let City and Town council lawyers see significant zoning text changes before the commission sees it.
- Have one “big picture” item on each agenda and reserve time for it (i.e. items in the Comprehensive Plan to accomplish). Ms. Andersons said the City’s Comprehensive Plan has an implementation schedule. Ms. Bridges said the Town’s plan has the same, but not in a particular order.

V. Review Commission Meeting Minutes:

A. Minutes of the meeting of December 14, 2009

Motion: Mr. Crower made a motion, seconded by Mr. Lott, to approve the minutes a submitted. The motion carried with a vote of three to zero.

VI. Adjournment

Motion: Mr. Crower made a motion, seconded by Mr. Lott, to adjourn the meeting. The motion carried with a vote of three to zero.

Meeting adjourned at 8:00 p.m.