



COUNTY COUNCIL OF BEAUFORT COUNTY  
**Beaufort County Community Development Department**

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The regular meeting of the Beaufort County Planning Commission (hereinafter “Commission”) was held virtually on Monday, October 5, 2020, 6:00 p.m.

**Members Present:**

Mr. Ed Pappas, Chairman	Dr. Caroline Fermin	Mr. Randolph Stewart, Vice Chairman
Ms. Diane Chmelik	Ms. Cecily McMillan	
Mr. Kevin Hennelly	Mr. Jason Hinchey	

**Members Absent:**

General Harold Mitchell  
Mr. Frank Ducey

**Staff Present:**

Mr. Eric Greenway, BC Community Development Director  
Mr. Robert Merchant, BC Community Development Assistant Director  
Ms. Diane McMaster, Senior Administrative Specialist

**CALL TO ORDER:** Chairman Ed Pappas called the meeting to order at 6:00 p.m.

**PLEDGE OF ALLEGIANCE:** Chairman Ed Pappas led those assembled in the pledge of allegiance.

**REVIEW OF MEETING MINUTES:** The Commissioners reviewed the August 4, 2020, meeting minutes, and Chairman Ed Pappas asked for a motion to approve same. Ms. Cecily McMillan made a motion to approve the August 4, 2020, minutes as submitted, and Mr. Jason Hinchey seconded the motion. There was unanimous support for the motion.

**AGENDA REVIEW:** Chairman Ed Pappas asked if there were any revisions or additions to the meeting agenda. It was decided to address citizen comments at the beginning of the meeting and also at the beginning of discussion for Agenda Action Item #7, Text Amendment to Community Development Code to Clarify when a Subdivision Plan or Land Development Plan is Ripe for Appeal.

**CITIZEN COMMENTS:** By way of email to Mr. Eric Greenway dated October 5, 2020, from Attorney Thomas C. Taylor, Mr. Taylor’s letter to Chairman Ed Pappas dated April 28, 2020, addressing the virtual meeting format under which the Beaufort County Planning Commission met on May 4, 2020, was once again read and made a part of these minutes. Mr. Taylor’s 10/05/20 email request, referenced above, was also made a part of these minutes.

**ACTION ITEMS:**

**Text Amendment To The Community Development Code (CDC): Section 3.1.60; 3.1.70; 4.2.20.A; 4.2.30; 4.2.70; 10.1.70; and A.1.40.A to Clarify the Definition and Conditions for Accessory Dwelling Units and Guest Houses**

Mr. Robert Merchant, BC Community Development Deputy Director, presented the staff report. He explained that currently, there are two (2) separate uses in the CDC allowing secondary residential

dwellings as an accessory to single-family detached dwelling units: (1) Accessory Dwelling Units can be rented long term to a third party; and (2) a guest house is only for guests of the primary resident, is not a stand-alone unit, and therefore, has no kitchen.

Chairman Ed Pappas requested a motion to approve the proposed text amendment. Mr. Jason Hinchler made a motion to approve the proposed Text Amendment, seconded by Dr. Caroline Fermin. The motion passed by a vote of 6:1 (**FOR: Ms. Diane Chmelik, Mr. Jason Hinchler, Dr. Caroline Fermin, Mr. Kevin Hennelly, Chairman Ed Pappas, Ms. Cecily McMillan and OPPOSED: Vice Chairman Randolph Stewart.**)

**Text Amendment To The Community Development Code (CDC): Section 7.3.70.B and 7.2.60.E to Clarify When a Subdivision Plan or Land Development Plan is Ripe for Appeal**

Mr. Robert Merchant presented the staff report. The CDC currently allows both concept and final plans to be appealed. The proposed amendment would limit appeals to only after a development permit has been issued. This would give clarity to issues brought before the Zoning Board of Appeals and also eliminate application delays prior to staff conditions/requirements have been addressed.

Chairman Ed Pappas asked that a letter from Attorney Thomas C. Taylor, dated October 5, 2020, regarding appeals, be read and made a part of these meeting minutes. Mr. Eric Greenway, BC Community Development Director, read the letter to all in attendance.

Chairman Ed Pappas requested a motion to approve the proposed text amendment. Mr. Jason Hinchler made a motion to approve the proposed Text Amendment, seconded by Mr. Kevin Hennelly. The motion passed by a vote of 4:2:1 (**FOR: Mr. Jason Hinchler, Dr. Caroline Fermin, Mr. Kevin Hennelly, Chairman Ed Pappas; OPPOSED: Vice Chairman Randolph Stewart and Ms. Cecily McMillan; and ABSTAINED: Ms. Diane Chmelik.**)

At approximately 7:20 p.m., Vice Chairman Randolph Stewart left the meeting.

**Text Amendment To The Community Development Code (CDC): Section 5.12.20 to Make Community Development Code Consistent with Pending Southern Lowcountry Stormwater Ordinance and Design Manual**

Mr. Robert Merchant presented the staff report. The SoLoCo Ordinance and Design Manual was drafted by representatives from Beaufort County, Jasper County, City of Beaufort, Town of Bluffton, City of Hardeeville, and Town of Port Royal. The documents will provide direction for post-construction stormwater management and are intended to apply to all jurisdictions previously named.

Chairman Ed Pappas requested a motion to approve the proposed text amendment. Mr. Kevin Hennelly made a motion to approve the proposed Text Amendment, seconded by Dr. Caroline Fermin. The motion passed by a vote of 6:0 (**FOR: Ms. Diane Chmelik, Mr. Jason Hinchler, Dr. Caroline Fermin, Mr. Kevin Hennelly, Chairman Ed Pappas, Ms. Cecily McMillan; and Vice Chairman Randolph Stewart left the meeting prior to the vote.**)

Agenda item #9, **Approval of 2021 Planning Commission Meeting Schedule**, was not addressed during the meeting.

**DISCUSSION ITEM:**

Comprehensive Plan and Green Print Plan Updates - Mr. Glenn Walters, Consultant with Design Workshop, presented recent developments/public meetings/workshops regarding the BC Comprehensive Plan and Green Print Plan update efforts.

Comprehensive Plan feedback focused on the following topics:

- ◆ Quality of life in Beaufort County;
- ◆ Priorities for natural resources;
- ◆ Economic development;
- ◆ Land use; and
- ◆ Future growth

Green Print Plan feedback focused on the following topics:

- ◆ Conservation priorities;
- ◆ Development in Beaufort County; and
- ◆ Future growth

The consultant anticipates submitting a Comprehensive Plan draft for review by early December 2020 and having revisions back to the Planning Commission by mid-January 2021. The Green Print draft document should be ready by early November 2020 with revisions submitted early December 2020. The final document adoption process would follow.

**NEW/OTHER BUSINESS:**

**New Business:** None.

**Other Business:** The next Planning Commission meeting is scheduled for Monday, December 7, 2020, 6:00 p.m. Additional meeting details will be made available prior to the December 7 meeting date.

**ADJOURNMENT:** With no further business to discuss, Chairman Ed Pappas adjourned the meeting at 8:07 p.m.

**SUBMITTED BY:** Diane McMaster  
Community Development Senior Administrative Specialist

  
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Ed Pappas  
Beaufort County Planning Commission Chairman

Date: 2/5/21