

TOWN OF EDISTO BEACH
PLANNING COMMISSION

Tuesday, October 21, 2014
5:00 P.M.
Regularly Scheduled Meeting

THESE MINUTES ARE NOT VERBATIM, BUT DO ACCURATELY REFLECT THE PROCEEDINGS.

Members attending: Chairman Bill Andrews, Vice-Chairwoman Wanda McCarley, Members David Cannon, William Hackett, David Blauch, Tom Edens and Barbara Habhegger.

Staff attending: Building Code Administrator Patrick Brown and Code Enforcement Officer Nancy Fitzgerald

Chairman Bill Andrews called the meeting to order at 5:00pm.

Review of Minutes:

Minutes from 8-26-14

Chairman Andrews asked if there were any additions or corrections to the minutes. There being none offered by the Commission, Vice Chairwoman McCarley moved to approve the minutes as submitted followed by a second from Member Hackett. No discussion was held regarding the minutes; a vote was taken and it was **unanimous to approve.**

Old Business

The review of the EBPOA comments on the Ordinance Rewrite occurred during the Work Session of October 15, 2014, as well as before and after the Planning Commission 5 p.m. regular meeting of October 21, 2014.

New Business

Chairman Andrews advised the first item on the agenda for new business is the 5 year review of the Town's Comprehensive Plan which is just a review, not a rewrite. Chairman Andrews reminded the Commission to continue its individual review of the Plan, and this item will be discussed further with action taken if needed at the Commission's next meeting in November. Chairman Andrews advised by that time both Building Code Administrator Brown and Code Enforcement Officer Fitzgerald should have an idea of any changes or updates needed to comply with updated State Laws. Also, Chairman Andrews advised the Commission if they find an item which needs to be changed or corrected, to be prepared to present that item for discussion at the next Work Session as well.

Moving forward, Chairman Andrews advised the final item on the agenda is the proposed revision of the Planning Commission applicant procedure, and asked Building Code

Administrator Brown to explain further. Building Code Administrator Brown advised that most items now come through Planning Commission by way of Town Ordinance, which states:

“Each application for a building permit for new construction, remodeling, or a change in floor plan or for a change in use permit or in change in parking requirements in an area zoned C-1, C-2, C-3 or R-4 shall be reviewed by the planning commission and approved by town council.”

The proposed change is to require a completed Building Permit application be included as part of the initial application package. Chairman Andrews asked the Commission if there were any questions regarding this item. Having none, Member Hackett made a motion to accept the revised applicant procedure, with Member Blauch seconding. A vote was taken which was **unanimous to approve the revision to the applicant procedure.**

Public Comment

None.

There being no further business to discuss, Chairman Andrews asked for a motion to adjourn. Member Habegger so moved, with Member Cannon seconding. The vote was **unanimous to adjourn** at 5:06 pm.

The Freedom of Information Act, § 30-4-80(3) was complied with.

APPROVED BY THE PLANNING COMMISSION

Submitted by Nancy Fitzgerald, Code Enforcement Officer

A digital recording of this meeting is on file at Town Hall.

A quorum of Council may be present.

No discussion or action on the part of Council will be taken.