



TOWN OF PAWLEYS ISLAND PLANNING COMMISSION MINUTES

Town Hall – Conference Room | 323 Myrtle Ave | Pawleys Island SC 29585
1-4-2022 – 11:00 AM

PRESENT: John Hildreth, Ed Fox, Robert Moser, Mark Hawn, John LaMaster, Buddy Keller (Virtual)

ABSENT: Frances Green

STAFF PRESENT: Daniel Newquist (Town Administrator), Daniel O’Hara (Town Clerk)

ADDITIONAL PRESENT:

1. CALL TO ORDER

John Hildreth called the meeting to order at 11:00

2. PUBLIC COMMENTS

No comments were given.

3. APPROVAL OF MINUTES

A. 11-17-2022 PLANNING COMMISSION MEETING

a. John LaMaster provided feedback on the minutes, but no changes were requested.

John Hildreth called for a motion to approve the minutes. John LaMaster motioned to approve the minutes. Ed Fox seconded the motion. All voted in favor.

4. BUILDING DEPARTMENT SERVICES UPDATE

a. Daniel Newquist noted that the Town successfully launched the Building Department this week. He thanked John LaMaster for his assistance with the SAFEBuilt contract and the Transition Agreement with Georgetown County. Daniel Newquist continued to mention the transition of permitting authority between the Town and the County is something be ongoing through the first half of 2023. Daniel Newquist stated that SAFEBuilt was in the office to help walk through the permitting software with staff and help answer questions. Mark Hawn asked what the scope of permits that the Town would cover. Daniel Newquist stated that the Town would be covering all building permits issued on the Island. Robert Moser asked for clarification on the current 90/10 revenue split and the discussed adjustment to 80/20 revenue split. This led to a conversation about needing to update the current fee schedule and requiring Town Council approval.

5. TREE AND LANDSCAPING ORDINANCE REVIEW

a. John LaMaster stated that following the first reading, the Town Council raised two concerns about the proposed ordinance. The first concern was that the 4” (inch) DBH on all trees was too small and not as descriptive of what kinds of trees this should apply to. John LaMaster stated that it was also requested that the Planning Commission looks into other communities and what their requirements are. John LaMaster mentioned that the most sensible tree ordinance to him was the one created by Heritage Plantation. **See attached.** John LaMaster noted that the ARB will have familiarity with it as well due to ARB Chair Ken Leach’s involvement in it. John LaMaster stated that the second concern that was brought up was follow up enforcement. John LaMaster noted

that a good solution to this issue would be to introduce a non-conversion agreement similar to that of the flood plain requirements the Town has in place. John LaMaster stated that it could be included in the non-conversion agreement that listed protected trees could not be cut down. **John Hildreth asked for a motion to recommend the Heritage Plantation DBH requirement and the inclusion of non-conversion agreement in the revised Tree and Landscaping Ordinance. Robert Moser motioned to adopt the proposals and additions as presented. Mark Hawn seconded. All voted in favor.**

6. FEMA FLOOD MAP UPDATE

- a. Daniel Newquist wanted to make the Planning Commission and property owners on the Island aware that the new FEMA flood maps will go into effect on May 9, 2023. Daniel Newquist noted that if anyone would like to come into the Town Hall to examine the maps or if they have questions, they are more than welcome to. Daniel Newquist stated that as part of the map adoption, there is a flood ordinance review that South Carolina DNR requires. Any amendments to the Unified Development Code would be reviewed by the Planning Commission prior to adoption by Town Council. Daniel Newquist mentioned that there are four individual maps that cover the entirety of Pawleys Island. To make the maps easier to review and interpret, staff is hoping to create a single map that displays all of the flood zone boundaries of the island. Robert Moser asked if it would be required for property owners to submit elevation certificates. Daniel Newquist stated that unless it is for new construction projects or if the property is undergoing a substantial improvement, it would not be required. **No votes were taken.**

7. COMPREHENSIVE PLAN DISCUSSION

- a. John Hildreth stated that it is important to get the Comprehensive Plan finalized because it is important that the Town does not miss out on any grant opportunities due to this not being completed. John LaMaster stated he would like to do another review and sit down and discuss it with Daniel Newquist, but it is pretty close. Daniel Newquist stated that originally it was set for an April review date, but suggested that it be pushed back to June. Daniel Newquist mentioned it is important to incorporate the Sea Level Adoption plan where applicable. He also mentioned that there is some data that needs to be updated noting the Accommodations Tax numbers being slightly outdated. Daniel Newquist noted that he had asked Daniel O'Hara to begin putting together information and researching requirements for the Resiliency Element. Daniel Newquist added that the Waccamaw Council of Regional Governments has some recent staff changes and he mentioned that it could be possible for them to assist in updating data and including maps. **No votes were taken.**

8. SWIMMING POOL REGULATIONS: RESEARCH REVIEW

- a. Daniel Newquist noted that there had been several issues brought up about swimming pools within the previous year. Daniel Newquist noted that one issue was about the appropriate procedures for draining swimming pools. Daniel Newquist has not met with Georgetown County Water and Sewer yet to determine whether they have the capabilities to handle this. Daniel Newquist noted that there is the possibility of haul-away options for this kind of situation. Buddy Keller stated that it would be a good idea to require the water to be hauled off and to not get into personal liabilities.

- b. Daniel Newquist noted that there is a pool currently under construction that is an inground pool but has an above-ground deck. Ed Fox asked whether that was to prevent flood water from entering the pool. Daniel Newquist stated that could be the case, but it would be worth researching how to handle a raised deck, noting how it could potentially divert floodwaters onto other properties. This led to a discussion about the mentioned project and the current zoning requirements for pools. It was requested that staff provide John LaMaster with the pool requirements and regulations from other local communities so that he could begin to make edits to the current ordinance. This led to a discussion on the number of pools on the Island and the permitting process for them. It was mentioned that the fee structure for a pool addition could be revisited with the overall review of the permit fee schedule. **No votes were taken.**

9. COMMENTS BY COMMISSION MEMBER

- a. No additional comments were made.

10. NEXT MEETING DATE

- a. **The Planning Commission decided to meet on February 24, 2023, at 11:00 am.**

11. ADJOURN

John Hildreth motioned to adjourn. Mark Hawn seconded the motion. All voted in favor.

APPROVED

DATE

ATTEST

DATE