



**JAMES ISLAND PLANNING COMMISSION
MEETING AGENDA
1122 Dills Bluff Road, James Island, SC 29412**

**February 13, 2025
5:00 PM**

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

This meeting will be live streamed on the Town's website:
jamesislandsc.us

Public Comments need to be received via email by noon on Wednesday 2/12/2025 to
kcrane@jamesislandsc.us

- I. CALL TO ORDER
- II. PRAYER AND PLEDGE
- III. COMPLIANCE WITH THE FREEDOM OF INFORMATION ACT
- IV. INTRODUCTIONS
- V. APPROVAL OF NOVEMBER 14, 2024 MINUTES
- VI. PUBLIC COMMENTS
- VII. PROPOSED AMENDMENTS TO THE TOWN OF JAMES ISLAND ZONING AND LAND DEVELOPMENT REGULATIONS ORDINANCE (ZLDR) INCLUDING:
 - a. DEFINITIONS (153.013): Editing the definition of a snipe sign to clarify inclusion of ground-posted signs.
 - b. SIGNS (153.341 A 3 a 7): Adding reference to prohibited exceptions for snipe signs.
 - c. SIGNS (153.341 E 5 a and b): Adding wording to allow for snipe signs for civic/institutional uses that are removed after ten days.
 - d. MEASUREMENTS, COMPUTATIONS AND EXCEPTIONS; DIMENSIONAL STANDARDS DEFINED (153.066 A 1): Adding section to explain the allowance of additional dwelling units on a parcel if standards are met.
Planning Commission will vote on a recommendation to Town Council
- VIII. ELECTION OF PLANNING COMMISSION OFFICERS: CHAIR & VICE-CHAIR
- IX. CHAIR'S COMMENTS
- X. COMMISSIONERS COMMENTS
- XI. NEXT SCHEDULED MEETING DATE: MARCH 13, 2025
- XII. ADJOURN

The Planning Commission of the Town of James Island met on Thursday November 14, 2024 at 5:04 p.m. in person at the James Island Town Hall, 1122 Dills Bluff Road, James Island, SC 29412.

Commissioners present: Patrick Broderick, Kelly Hall, Zennie Quinn, Ed Steers, and Chair, Deborah Bidwell, who presided. Also, Kristen Crane, Planning Director, Michael Hemmer, Executive Assistant to the Mayor, Frances Simmons, Town Clerk, and Mayor Brook Lyon, Council Liaison to the Planning Commission.

Call to Order: Chairwoman Bidwell called the Planning Commission meeting to order at 5:04 p.m.

Prayer and Pledge: Chairwoman Bidwell asked for a moment of silence to reflect upon the purpose for tonight's meeting, followed by the Pledge of Allegiance.

Compliance with the Freedom of Information Act: Chairwoman Bidwell announced that this meeting was duly noticed and in compliance with the SC Freedom of Information Act. This meeting was also live-streamed on the Town's website and notification was provided to the public.

Introductions: Chairwoman Bidwell introduced the members of the Planning Commission, staff and Mayor Lyon.

Approval of October 10, 2024 Minutes: The minutes of the October 10, 2024 Planning Commission were unanimously approved.

Public Comments: No member of the public was present.

Zoning Map Amendment:

- a. Case #ZOR-10-24-016: Request to rezone properties located at 1129 Hillman Road and 0 Dills Bluff Road from the Low-Density Suburban Residential (RSL) Zoning District to the Residential Office (OR) Zoning District for government offices as an accessory use (TMS#428-03-00-049 – 062):

Planning Director, Kristen Crane, presented an overview of Case #ZOR 10-24-016 as follows:

History and Overview:

The subject properties are located adjacent to the Town of James Island Town Hall off Dills Bluff Road, and in between Fort Johnson Road and Camp Road. The properties have no structures located on them. The parcels included in the current Zoning Map Amendment Requests have a combined acreage of 0.99 acres (0.51 + 0.48) and both parcels are in the RSL Zoning District. The parcels are considered legal conforming lots.

The applicant, The Town of James Island, is seeking to rezone from the RSL Zoning District to the Residential Office (OR) Zoning District to potentially enable the use of the properties as government office space as an accessory use while maintaining the residential character, which is allowed with an OR zoning designation according to Use Table 153.110. The Town of James Island is the current owner of both parcels.

Adjacent Zoning:

Surrounding properties on the south and east sides of the subject properties are in the residential zoned in the Town of James Island. Property to the north is zoned OR in the Town and is the location of Town

Hall. To the west is residential property in the City of Charleston.

Approval Criteria:

According to Section §153.043 of the *Zoning and Land Development Regulations Ordinance (ZLDR)*, applications for Zoning Map Amendment (Re-zoning) may be approved only if Town Council determines that the following criteria are met:

1. The proposed amendment is consistent with the *Comprehensive Plan* and the stated purposes of this Ordinance;

Staff's response: The proposed zoning map amendment is consistent with the intent of the Comprehensive Plan, Priority Investment Element Strategies, which states, "*Continue to coordinate with adjacent jurisdictions and agencies to balance adequate public facilities/services and protection of the Town's suburban residential character as well as its natural, cultural, and historic resources*". The Land Use Element Goal states, "*The Town of James Island will encourage the orderly and environmentally sound development of the land with special consideration to maintaining the suburban character and natural ecosystems of the area.*" by "*implementing sustainable and flexible development guidelines and integrate development with growth to maintain the suburban character of the Town*". Additionally, The Community Facilities Element of the Comprehensive Plan states that one of the Town's strategies is to "*begin planning stages for expansion of additional offices into Town Hall*".

2. The proposed amendment will allow development that is compatible with existing uses and zoning of nearby property;

Staff's response: Nearby properties range from OR zoning and uses to residential, with the immediate adjacent properties being mixed between these two zoning classifications as well. If approved, the subject properties will be combined to create a use that is compatible and similar to the adjacent Town of James Island Town Hall. Therefore, the proposed amendment may be compatible with existing uses and zoning of nearby properties.

3. The Town and other service providers will be able to provide adequate water and sewer supply, storm water facilities, waste disposal and other public facilities and services to the subject property, while maintaining adequate levels of service to existing development;

Staff's response: One of the subject properties has previously been serviced by public facilities. The Town and other service providers will be able to provide and continue facilities and services while maintaining adequate levels of service to existing development.

4. The applicant provides documentation that the proposed amendment will not result in significant adverse impacts on other property in the vicinity of the subject tract or on the environment, including air, water, noise, storm water management, traffic congestion, wildlife and natural resources; and

Staff's response: The applicant will be required to complete Site Plan Review for any development that occurs on the site, which will include planting additional landscaping to buffer neighboring properties, complying with the Town's Supplemental Stormwater Standards, and complying with tree preservation requirements. In addition, the Town intends to preserve and protect the existing natural resources on the properties to the highest extent possible.

5. The subject property is suitable for proposed zoning classification considering such things as parcel size, parcel configuration, road access and the presence of resources and amenities.

Staff's response: The subject properties are legal conforming lots in their current zoning designation of RSL. The subject properties also meet the minimum standards for the OR zoning designation including parcel size and parcel configuration and will also meet all standards once combined. There

is currently direct access from Dills Bluff Road. The intent is to place any buildings, gardens, and/or structures associated with the use amongst the existing natural landscape.

Questions from the Planning Commission:

Commissioner Hall asked if emails or letters in support or opposition to the request were received. Ms. Crane answered that no emails or letters were received in support or opposition.

Applicant Presentation:

Mayor Brook Lyon spoke in support of the request. She indicates that we hope to use the property for a future building and park.

In Support: No one was present to speak.

In Opposition: No one was present to speak.

Rebuttal: Not required:

Mayor Lyon reminded the Commission that a motion and a second needed to be made before discussion and vote.

Chairwoman Bidwell called for a motion to approve Case #ZOR-10-24-016 and a second for discussion. Commissioner Quinn moved for approval; seconded by Commissioner Hall for discussion. No further discussion. Chairwoman Bidwell called for the vote.

VOTE

Commissioner Broderick	Aye
Commissioner Hall	Aye
Commissioner Quinn	Aye
Commissioner Steers	Aye
Chairwoman Bidwell	Aye
Passed Unanimously	

Chairwoman Bidwell announced that the five (5) criteria outlined the Ordinance for the approval of Case #ZOR-10-24-016: Request to rezone properties located at 1129 Hillman Road and 0 Dills Bluff Road from the Low-Density Suburban Residential (RSL) Zoning District to the Residential Office (OR) Zoning District for government offices as an accessory use (TMS#428-03-00-049 – 062) is met. Town Council will hold a first reading at its meeting on November 21 and the second/final reading at its December 19 meeting./

Chair's Comments: None.

Commissioners Comments: None.

Next Scheduled Meeting: December 12, 2024.

Adjourn: There being no further business to come before the body, the meeting adjourned at 5:20 p.m.

Respectfully submitted:

Frances Simmons
Town Clerk and Secretary to the Planning Commission

DRAFT

§ 153.013 DEFINITIONS

SIGN. Any device or visual communication that is used to announce, direct attention, inform, or advertise to the public

SIGN, SNIPE. A non-permitted sign pasted or attached to utility poles, trees, fences, or other locations, **or a non-permitted sign posted in the ground.**

§ 153.341 SIGNS.

(A) *General provisions.*

(3) *Prohibited signs.*

(a) Except as otherwise permitted by this chapter, the following signs will be prohibited:

1. Flashing signs;
2. Pennants, streamers, and other animated signs;
3. Signs imitating traffic devices (signal);
4. Signs imitating traffic signs;
5. Signs in marshes;
6. Signs in rights-of-way;
7. Snipe signs **(except when permitted per division (E) below);**
8. Vehicle signs;
9. Roof signs;
10. Banners (except when permitted per division (E) below);
11. Flutter feather banner flags;
12. LED message boards (except for civic/institutional uses when approved by Zoning Administrator); and
13. Inflatables used for advertisement purposes.

(E) *Temporary signs.*

(1) All temporary signs, unless expressly exempt, require a zoning permit and shall comply with all other regulations of this chapter. Maximum size, number, duration, location, and height of temporary signs shall conform with [Table 153.341.E](#) and the following standards:

(a) Portable signs are permitted in accordance with standards of the National Electrical Code and anchoring provisions of the International Building Code where applicable.

(b) A site plan and letter of intent indicating the type, amount, and location of balloons, pennants, streamers, banners, and portable signs must be submitted for review. The application will be reviewed to ensure that all proposed signage will not pose any pedestrian or vehicular danger as determined by the Zoning Administrator.

(2) *Special sales event signs.*

(a) A legally established business may submit an application for temporary signs for the advertisement of one grand opening and five special sales events per calendar year.

(b) Permitted signs for grand openings or special sales events shall be removed no later than ten consecutive days after being installed.

(3) *Permitted temporary special events.*

(a) A permitted special event is allowed one special event sign per event.

(b) Signs for permitted special events shall be removed no later than ten consecutive days after being installed.

(4) *Real estate signs.*

(a) Signs less than 12 square feet do not require a zoning permit.

(b) All signs shall be removed no later than 15 days after the property is sold.

(c) Signs shall face a maximum of two directions, and may be mounted back-to-back or V'ed.

(d) Where signs are V'ed, the space between panels shall not exceed three feet at the point at which panels are closest, and the interior angle formed by signs shall not exceed 60 degrees. For purposes of these requirements, V'ed signs shall be counted as one sign.

(e) Where signs face two directions, whether back-to-back or V'ed, both signs must be the same standard size.

(5) Snipe signs.

(a) Signs less than 12 square feet do not require a zoning permit.

(b) All snipe signs shall be removed no later than ten consecutive days after being installed and are only allowed for civic/institutional uses.

§ 153.066 MEASUREMENTS, COMPUTATIONS AND EXCEPTIONS; DIMENSIONAL STANDARDS DEFINED.

(A) *Density*. **DENSITY** refers to the number of dwelling units per unit of land area. Density is calculated by dividing the number of dwelling units on a site by the gross area (in acres) of highland (including retention ponds) of the site on which the dwelling units are located. The number of dwelling units allowed on a site is based on the presumption that all other applicable standards of this chapter shall be met. The maximum density established for a district is not a guarantee that such densities may be obtained, nor shall the inability of a development to achieve the stated maximum density be considered sufficient justification for varying or otherwise adjusting other density, intensity, or dimensional standards of this chapter.

(1) Additional Dwelling Units. Additional dwelling units may be placed on a lot in which a principal dwelling unit is existing, provided that the additional dwelling unit complies with all dimensional standards of the applicable Zoning District, as contained in these chapters, including all density, setback, buffer, building coverage, stormwater standards, height requirements, and waterfront development standards.