

MINUTES
ISLANDS PLANNING COMMISSION
MAINLAND PLANNING COMMISSION
JOINT MEETING
March 1, 2005 - 6:00 P.M.

MEMBERS PRESENT:

Islands Commissioners:

Preston Kirkendall
Michael D. Aspinwall
Joan D. Wilson
Paul H. Sanders
William Lawrence
G. Millard Allen, Jr.
Robert C. Ussery

Mainland Commissioners:

Wayne Stewart
Bill Brunson
Gary R. Nevill
Jeff Counts, Jr.
Barbara Stephens
Leman L. "Buddy" Hutchinson
Thomas B. Clark

STAFF PRESENT:

John Peterson, Director
York Phillips, Planning Official
Carolynn Segers, Planner II
Eric Landon, Planner II
Iris Scheff, Planner III
Gail Wendel, Administrative Tech/Acting Secretary

York Phillips opened the meeting and introduced Chairman Fendig who welcomed the Planning Commission Members. Chairman Fendig stated that this meeting is being televised live so that the public will know who to call. He introduced Commissioners Howard Lynn, Uli Keller, & Don Hogan. He further stated that one of the major issues before the County Commission will be to complete, by law, an overhaul of the Master Comprehensive Plan by October of 2007. He also stated that part of that will be the Master Plan of St. Simons Village. He discussed these issues and others and the challenges ahead for both Planning Commissions. Chairman Fendig stated that as to why we have two Planning Commissions; there are different areas of the county: tourist, large tracts with residential, and industrial. He told the Planning Commission Members to call the County Commission Members whenever they need assistance.

York Phillips introduced the staff members and briefly went over their duties.

Gary Moore, County Attorney, discussed the ethics of meetings. If there are times when a commissioner has someone before the commission that they know or is a family member, then that member would have to abstain from participating in the discussion and the vote. He further stated that all meetings are open meetings because of the Sunshine Law. There was further discussion on this. Mr. Moore stated that he would always rather the commissioners err on the side of caution and he urged them to read the memos he included in their packages.

York Phillips stated that the next item is a brief overview of the Planning Commission duties and responsibilities and that he will not go into too much detail at this time. He asked them to review the item in the package concerning Chapter 2-19 which is the Glynn County Ordinance creating the Planning Commissions. There was further discussion regarding the comprehensive plan, subdivision developments, and administrative duties.

Eric Landon gave a quick overview of what was included in the packages given to each Planning Commission Member.

There was a brief review of current projects:

- Comprehensive Plan Update – York Phillips
- Long Range Transportation Plan Update – Carolynn Segers
- Transit Feasibility Study Update – Carolynn Segers
- NPDES, Phase II (National Pollution Discharge & Elimination System) – Jim Bruner
- St. Simons Water and Sewer Master Plan – York Phillips for Ray Shell
- Historic Survey Update – Iris Scheff
- Development Review Tracking System – York Phillips

York Phillips stated that there is a meeting schedule in the package. The staff suggestion is that we hold to a schedule until June when we can evaluate what happens then. The suggestion is that we stick with Tuesdays, the 1st being the Mainland and the 3rd being the Island. Also, the Mainland could continue to meet in the Office Park Building and the Island could meet at St. Williams Catholic Church. Mr. Phillips stated that there is an opportunity to vote on this later in this meeting.

York Phillips stated that in the past, we delivered the packages on Friday for a meeting on the next Tuesday. Our proposal is to mail the packages out on Tuesday, the week prior to the meeting. He stated that it is also possible to post the agenda and items on-line. There was further discussion on this. Wayne Stewart asked if members could pick up the package instead of waiting for the mail and Mr. Phillips stated that they could. Mr. Stewart also asked if staff could have things ready that soon and Mr. Phillips stated that they are working on it. Mr. Brunson asked if the electronic delivery would be available soon and Mr. Phillips stated that it would.

Wayne Stewart stated that he felt that one meeting a month was not enough and that two meetings a month would be better. Mr. Phillips stated that the proposal is only for a few months

to see how it works. He further discussed the fact that items would be divided between the Island & Mainland Planning Commissions. There was further discussion.

Review Training Opportunities - York Phillips

Community Planning Institute - March 24 & 25

Georgia Planning Association (GPA) Spring Conference - April 28 & 29

Georgia Association of Zoning Administrators (GAZA) Summer Training - August

Georgia Planning Association Annual Conference - September 28 - 30

York Phillips stated that he has already made some room reservations for March 24th. He included in this package a flyer for this conference and would like to know this evening or by tomorrow morning who is interested in going. Wayne Stewart, Millard Allen, Jeff Counts, William Lawrence, Paul Sanders, Lemman Hutchinson, & Joan Wilson all raised their hands.

York Phillips stated we need to go ahead and elect Chairman and Vice-Chairman. Tommy Clark nominated Wayne Stewart for Chairman and Gary Nevill seconded. Nominations were closed. Mr. Phillips asked all in favor of closing the nominations to raise their hands to which all did. Mr. Phillips stated that Wayne Stewart is chairman by acclamation. Chairman Stewart asked for nominations for Vice-Chairman. Tommy Clark nominated Gary Nevill and Jeff Counts seconded. Chairman Stewart asked if there were any other nominations to which no one replied, therefore, nominations were closed. Gary Nevill is Vice-Chairman by acclamation.

York Phillips asked for the Island Commissioners to make a motion. Mike Aspinwall nominated Robert Ussery for Chairman and Millard Allen seconded. York Phillips asked if there were any other nominations. Millard Allen moved to close the nominations and Preston Kirkendall seconded. York Phillips asked for all in favor of closing the nominations to which all raised their hands. Robert Ussery is chairman by acclamation. Chairman Ussery asked for nominations for Vice-Chairman. Preston Kirkendall nominated Mike Aspinwall for Vice-Chairman and Millard Allen seconded. Chairman Ussery asked if there were any other nominations. Preston Kirkendall moved to close the nominations and Millard Allen seconded. Chairman Ussery asked all in favor of closing the nominations to which all raised their hands. Mike Aspinwall is Vice-Chairman by acclamation.

York Phillips asked for approval for the schedule. He recommended that the meeting schedule be adopted until June. Chairman Stewart stated that he would like to have a work session to discuss this further but that we could go forward with adoption at this time. Tommy Clark made a motion to adopt the proposed schedule until June and Jeff Counts seconded. Chairman Stewart asked if there was any discussion and Gary Nevill asked if this schedule could be modified in a couple of months and York Phillips replied that it could be modified at any regular meeting with a majority vote. There was further discussion. Chairman Stewart called the question and all present voted in favor.

Paul Sanders made a motion to adopt the proposed schedule for the next five meetings. Millard Allen seconded. Chairman Ussery asked if there was any further discussion to which no one replied. He called the question and all present voted in favor.

York Phillips stated that the location for the Island will be St. Williams Church and possibly later on when the fire station is finished, we may be able to move there. He stated that for the mainland, it had been discussed that we continue to use office park but that it has been suggested that we use the County Commission meeting room. He asked what they would like to do. Chairman Stewart felt that the County Commission location will be far better than office park. York Phillips stated he will make the arrangements.

York Phillips stated the last item he has is the proposed change to the By-Laws. The By-Laws currently state that the Planning Commission will meet at 6:00p.m.on the 1st and 3rd Tuesday of each month. He stated that we need to make an amendment to the By-Laws to authorize each commission to set its own schedule and location. The process for making this change is for the members to recommend the amendment then we take it to the County Commission and they approve it. He further stated that the staff recommends that each Planning Commission make a recommendation of approval to the County Commission to make this change to the By-Laws. Chairman Stewart stated that there are other items in the By-Laws that need to be amended and we could send it all at one time instead of just one item at a time. There was further discussion. For the Island, Paul Sanders moved to recommend approval of the proposed By-Laws change and Preston Kirkendall seconded. Chairman Ussery asked all in favor to which all raised their hands. Chairman Stewart stated that they can accept it tonight but hold on to the package for the Commission. Chairman Stewart called for a motion and Jeff Counts so moved and Tommy Clark seconded. Chairman Stewart asked all in favor to which all raised their hands.

York Phillips closed the meeting.