

# **DRAFT**

# **MINUTES**

**ISLANDS PLANNING COMMISSION**  
**OCTOBER 20, 2009 - 6:00 P.M.**  
**The Casino Bldg, 530 Beachview Drive, SSI**

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**MEMBERS PRESENT:** Preston Kirkendall, Chairman  
John Dow, Jr.  
Patricia Laurens  
William Lawrence  
Paul Sanders  
Joan Wilson

**ABSENT:** Desiree Watson

**STAFF PRESENT:** David Hainley, Community Development Director  
York Phillips, Planning Manager  
Janet Loving, Admin/Recording Secretary

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Chairman Preston Kirkendall called the meeting to order and the invocation was given, followed by the Pledge of Allegiance.

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## **MINUTES**

### **September 15, 2009 Regular Meeting**

A motion was made by Mr. John Dow to approve the Minutes of the September 15<sup>th</sup> Regular Meeting. The motion was seconded by Mr. William Lawrence. Voting Aye: Mr. John Dow, Mr. Preston Kirkendall, Ms. Patricia Laurens, Mr. William Lawrence and Mr. Paul Sanders. Ms. Joan Wilson did not attend the September 15<sup>th</sup> Meeting and therefore abstained from voting.

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## **ZM1701 (I) Frederica Academy**

Consider a request to revise the Planned Development Text and Master Plan for Frederica Academy, on property consisting of 30.06 acres located north of Demere Road and east of Sea Island Road. The proposed change establishes a signage plan and provides a procedure for review of site plans for individual buildings and improvements. The property is zoned Planned Development (PD) and is known as the Frederica Academy Campus Planned Development. Parcel ID: 04-01718, 04-05984, and 04-06653. Golden Isles Engineering, agent for Frederica Academy, Inc., owner.

Mr. Ray Richard and Mr. Jim Benefield were present for discussion.

The following report from staff was included in the packages for review and was presented by Mr. Phillips:

This site is anticipated for further development and expansion of academic facilities and other support activities. The purpose of the change to the Planned Development Text is to establish signage regulations and to simplify the process for reviewing additional smaller facilities as part of the campus. The revised Master Plan is a conceptual layout of the various areas on the campus. (academic building area, sports fields and facilities, and buffers/wetlands, etc.) Future larger buildings will require site plan approval, but will not require amendments to the Master Plan provided they are within the areas designated for the appropriate uses. Smaller buildings meeting the criteria in the amendment will require building permits, but will not require site plan approval.

The existing approved PD Text does not make provisions for signage. The proposed revision adds language specifying the signage that will be permitted. A location map for signage and diagrams of various types of signs are also included.

**In conformance with Section 1103 of the Glynn County Zoning Ordinance, the following findings of fact are to be considered in making a decision on a request for rezoning:**

- Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property.

**Yes. This is a continuation of the existing use.**

- Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property.

**No.**

- Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned.

**Yes.**

- Whether the zoning proposal will result in a use, which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools.

**No.**

- Whether the zoning proposal is in conformity with the policy and intent of the Comprehensive Land Use Plan.

**Yes.**

- Whether there are other existing or changing conditions affecting the use and development of the property, which give supporting grounds for approval or disapproval.

**No.**

Mr. Phillips stated that staff recommends approval of **ZM1701 (I)** Frederica Academy to revise the PD Text and Master Plan concerning signage and the process for approval of small buildings.

Mr. Jim Benefield gave a brief presentation and general discussion followed. It was noted that no one was present to oppose this request.

Following discussion, a motion was made by Mr. John Dow, seconded by Ms. Joan Wilson and unanimously adopted to recommend that the Board of Commissioners approve **ZM1701 (I)** Frederica Academy to revise the PD Text and Master Plan concerning signage and the process for approval of small buildings.

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### **TA1673**

Consider an amendment to Sections 701.4 702.4 and 704.3 of the Zoning Ordinance of Glynn County, Georgia, to provide for a single administrative renewal of medical hardships, and for other purposes.

The amendment was included in the packages for review and was presented by Mr. Hainley who explained that this is an amendment to establish new procedures for renewal of special use permits in the case of medical hardships. The purpose of the

special use permits is to allow a temporary mobile home as a second dwelling on the same parcel for use during the duration of a medical hardship. The second dwelling accommodates a caretaker for someone who requires medical assistance, and is to be removed at the conclusion of the situation. Previously, a special use permit could be issued for up to two years and renewal had to be approved by the Board of Commissioners to allow a continuation for up to two additional years. The new procedure would allow staff to approve a two-year continuation upon confirmation that the condition still exists, and would then require a new permit at the conclusion of the four-year period.

Mr. Hainley stated that the Mainland Planning Commission recommended approval of this proposed amendment. Staff's recommendation is also for approval.

No one was present to oppose this request.

Following review, a motion was made by Mr. William Lawrence recommending that the Board of Commissioner approve the amendment to establish the new procedures for renewal of special use permits for medical hardships (*TA1673*). The motion was seconded by Ms. Patricia Laurens and unanimously adopted.

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**TA1674**

Consider an amendment to Section 1009 of the Zoning Ordinance of Glynn County, Georgia, to provide for a process for appeals to decisions by the Board of Appeals, and for other purposes.

The amendment was included in the packages for review and was presented by Mr. Hainley who explained that the modified procedures provide that in such cases notice will be given as required for the original appeal to the Board of Appeals. This assures that parties with interest in the case will receive the same notice as for the original consideration by the Board of Appeals.

Mr. Hainley stated that the Mainland Planning Commission recommended approval of this proposed amendment. Staff's recommendation is also for approval.

No one was present to oppose this request.

Following review, a motion was made by Ms. Joan Wilson recommending that the Board of Commissioners approve the amendment to establish the new notice requirements for appeal of actions by the Board of Appeals (*TA1674*). The motion was seconded by Mr. Paul Sanders and unanimously adopted.

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**TA1691**

Consider an amendment to Article III, Section 302 of the Zoning Ordinance of Glynn County, Georgia, to amend the definition of “Lock-Out Units,” and for other purposes.

The proposed amendment was included in the packages for review and was presented by Mr. Hainley who explained that this proposal clarifies that “Lock-Out Units” will be treated as separate dwelling units for the purpose of calculating density and determining the number of allowable units.

Mr. Hainley stated that the Mainland Planning Commission recommended approval of this amendment. Staff’s recommendation is also for approval.

No one was present to oppose this request.

Following review, a motion was made by Ms. Patricia Laurens recommending that the Board of Commissioners approve the amendment revising the definition of “Lock-Out Units.” The motion was seconded by Mr. John Dow and unanimously adopted.

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In other business, Chairman Kirkendall appointed Ms. Patricia Laurens and Ms. Joan Wilson to the nominating committee for the upcoming election of officers to the Islands Planning Commission for 2010, which will take place at the December 15<sup>th</sup> IPC meeting.

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There being no further business to discuss, the meeting was adjourned at 6:21 p.m.