

MINUTES
ISLANDS PLANNING COMMISSION
DECEMBER 20, 2016 - 6:00 P.M.
St. Williams Catholic Church, 2300 Frederica Road, SSI

MEMBERS PRESENT: Desiree Watson, Chairman
Ed Ellis
Preston Kirkendall
William Lawrence
Ed Meadows
Joel Willis

ABSENT: Stan Humphries, Vice Chairman

STAFF PRESENT: Will Worley, Senior Assistant County Attorney
Denise Grabowski, Planning & Zoning Consultant
Cayce Dagenhart, Planner II
Janet Loving, Admin/Recording Secretary

ALSO PRESENT: Alan Ours, County Manager

Chairman Desiree Watson called the meeting to order and the invocation was given followed by the Pledge of Allegiance. She then gave a brief recap of the rules, voting procedure and audience participation in discussing agenda items.

MINUTES

October 25, 2016 - Regular Meeting

Upon a motion made by Mr. Ed Meadows and seconded by Mr. Preston Kirkendall, the Minutes of the *October 25th Regular Meeting* were approved and unanimously adopted.

AGENDA - Additions, Deferrals, Deletions, Postponements, Adjustments

Upon the Chairman's request, a motion was made by Mr. Joel Willis, seconded by Mr. Ed Meadows and unanimously adopted to adjust the agenda by placing the Islands Planning Commission presentations first.

PRESENTATIONS

- **Mr. William Lawrence**
- **Mr. Preston Kirkendall**

Plaques of Appreciation were presented to Mr. Lawrence and Mr. Kirkendall for their many years of service, contributions and leadership as members of the Islands Planning Commission. Mr. Lawrence and Mr. Kirkendall thanked staff, the Islands Planning Commission members, the Board of Commissioners as well as the citizens of St. Simons for their patience and for their support during their tenure on the Islands Planning Commission. They also vowed to continue working for the betterment of all citizens.

PP3399 - Island Retreat Lots 1, 2 & 3: Consider preliminary plat approval for a three lot subdivision in the Island Retreat neighborhood. The parcel is located to the west of the Marshall Complex, between Ocean Boulevard and Lord Avenue. The parcel is .53 acres and zoned VR Village Residential. Parcel ID: 04-04901. Vassa Cate with the Palmetto Building Group, LLC, applicant and owner.

Mr. Will Worley, the Sr. Assistant County Attorney requested a deferral of this item due to legal reasons regarding possible effects of Section 802(d) of the Subdivision Regulations relative to this proposal. Thereupon, a motion was made by Mr. Ed Meadows, seconded by Mr. Ed Ellis and unanimously adopted to defer application **PP3399** until the January 17, 2017 IPC Meeting beginning at 6:00 p.m.

SP3375 - Market Station: Consider a request for site plan approval for two new 11,400 square foot office/retail buildings located at 651 Sea Island Road. This property consists of 6.89 acres and is zoned PD Planned Development. Parcel ID: 04-15007. John Varner with Market Street Partners, applicant and owner

Due to a procedure issue, a motion was made by Mr. Joel Willis, seconded by Mr. Preston Kirkendall and unanimously adopted to defer application **SP3375** until the January 17, 2017 IPC Meeting beginning at 6:00 p.m.

SP3377 - Pilar Hotel: Consider a request for site plan approval for a new three-story, 24 unit hotel located at 1200 Ocean Boulevard on St. Simons Island. This property is zoned HC Highway Commercial and is located at the intersection of Ocean Boulevard and Neptune Road. Parcel ID: 04-14178. Larry Bryson, agent, for The Oaks Cottages Partners, LLC, applicants and owners.

Mr. Larry Bryson was present for discussion.

The following report from staff was included in the packages for review and was presented by Ms. Denise Grabowski:

The applicant is proposing to have a three-story hotel with 24 sleeping rooms on .44 acres (or 55 units per acre). A sleeping room is a room principally designed to provide sleeping accommodations. A room not designed for sleeping which can incidentally be used for sleeping – such as a living room with a sofa-bed – shall not be considered as a sleeping room unless there are no sleeping rooms associated with the suite or unit.

The proposed building footprint at the ground is 9,500 sq. ft. (22,528 total square feet of building area) with parking underneath to be constructed in a single phase. The total site area is .44 acres, .20 (45%) acres of which will be impervious. Thirty-three parking spaces are required for the proposed hotel and are provided on the site plan, two of which are ADA compliant spaces.

The applicant is providing the required Type “E” Buffer along the front property line. The site plan shows an Alternate Type “A” Buffer with a landscape wall as described in Section 613.2(3)(a)(5) as a modification to the required Type “A” Buffer along the rear property line as described in Section 613.2(3)(a).

The staff’s report also included standards and criteria of Section 619.4 (a) along with staff’s comments (all of which are contained in application file **SP3377**) as well as possible actions pursuant to Section 619.4(b) of the Glynn County Zoning Ordinance.

During a brief presentation, Mr. Johnathan Roberts stated that as a result of previous concerns they have added buffers and an opaque fence to this development. He also stated that they are in constant communications with JWSC in an effort to address their concerns, and they do have funding in place to assist in this area. Mr. Roberts assured the members that if there is no resolution to the JWSC issues there will be no project.

Regarding an issue of noise and privacy in relation to three houses near this development, it was pointed out that the applicant purchased the three houses directly east of the proposed site to avoid these concerns; however, Mr. Larry Bryson, architect, stated that shutters could be designed and placed at the back windows facing the three houses in question for additional privacy. He also explained that there will be an open pool but there will not be a bar or food-service near the pool. They will abide by the Glynn County Noise Ordinance.

Staff and several members of the Planning Commission expressed concerns about traffic safety specifically at the Ocean Boulevard exit. Mr. Roberts stated that the applicant is willing to amend the plans to make the Ocean Boulevard exit a right turn only.

It was noted that in a previous submission, there was a conflict with the Comprehensive Plan. Mr. Ed Ellis asked if there is still a problem in this area. Ms. Denise Grabowski replied yes.

At the end of this discussion, a motion was made by Mr. Joel Willis to approve application **SP3377** with the following conditions: 1) Exterior shutters to be installed on the east side of the building for privacy issues; 2) Right turn-out only on Ocean Boulevard for traffic safety. The motion was seconded by Ms. Desiree Watson. Discussion continued.

Regarding the possible conflict with the Comprehensive Plan, Assistant County Attorney Will Worley explained that the Comprehensive Plan encompasses more than just planning and zoning. He stated that what the members are referring to is the Future Land Use Map which is used to help guide zoning. If this was a rezoning request you would refer to the Future Land Use Map to determine whether the zoning designation is consistent with the zoning application.

Chairman Watson stated that the two other times when this application was presented she voted against the project, but this time she feels that the applicant has really made some significant changes to the plan. They are willing to take into account the traffic safety issues and she is more satisfied now with the drainage issue, as well as the underground storage.

Mr. Kirkendall stated that this application meets all of the qualifications for Highway Commercial. He voted against it previously because of the conflict with the Comprehensive Plan, and the number of units for the small area. However, this request does meet the criteria for Highway Commercial.

Ms. Grabowski asked for a clarification on the motion regarding the location of the shutters which should state that they be installed on the rear elevation side of the building. Mr. Willis agreed and upon Mr. Worley's request, the motion was restated by Mr. Willis for approval of site plan application **SP3377** with the following conditions: 1) the rear elevation side of the building will consist of privacy shutters; and 2) approval subject to limited access on Ocean Boulevard being right turn only. The motion was seconded by Ms. Watson. Discussion continued.

Mr. Ed Meadows explained that at the last meeting, he abstained from voting on this item because he did not have confidence enough in the materials presented by staff. He continues to feel that way and he is bothered by the discrepancy between statements made and the information contained in the packets. He would like to see a good solid packet so that the members would know exactly what they're voting for.

At the end of discussion, the following vote was taken on the above referenced restated motion: Voting Aye: Mr. Ed Ellis, Mr. Preston Kirkendall, Ms. Desiree Watson and Mr. Joel Willis. Voting Nay: Mr. William Lawrence and Mr. Ed Meadows. The motion carried for approval with conditions.

SP3405 - Southeastern Bank: Consider a request for site plan approval for the construction of a new 2,824 sq. ft. bank building located at 21 Market Street. The site is .81 acres and is zoned PD Planned Development. Parcel ID: 04-14366. Pete Schoenauer with Tidewater Engineering, agent for Con Holland III with Southeastern Bank, applicant and owner.

Mr. Pete Schoenauer was present for discussion.

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

The applicant is proposing to construct a 2,824 sq. ft. bank building. The site is .81 acres, .38 acres (46.9%) of which will be impervious. The site is accessed from Market Street which is a private access easement.

The PD Text requires one parking space per 300 sq. ft. of mixed commercial space; with 2,824 sq. ft. of commercial space, 10 parking spaces are required; 19 spaces are provided on the proposed site plan.

A 10 ft. Type E Buffer is required and shown along Stable and Market Streets. For this site 6.48 tree canopy credits are required. The retained trees on the site provide 12.5 tree canopy credits.

The staff's report also included standards and criteria of Section 619.4 (a) along with staff's comments (all of which are contained in application file **SP3405**), as well as possible actions pursuant to Section 619.4(b) of the Glynn County Zoning Ordinance.

Mr. Pete Schoenauer gave a brief presentation and a general discussion followed regarding the number of proposed parking spaces. Chairman Watson wanted to know why the applicant is proposing to have 19 spaces when 10 are required. She stated that she would like to see a reduction in the parking spaces and have trees planted in the extra spaces. Mr. Schoenauer stated that the owner is willing to compromise. He stated that 15 spaces would be appropriate with landscaped islands.

Following discussion, a motion was made by Mr. Preston Kirkendall to approve application **SP3405** with a reduction of four (4) parking spaces and having additional tree canopy. The motion was seconded by Mr. Joel Willis. However during discussion, Senior

Assistant Attorney Will Worley suggested a deferral due to the proposed changes in the site plan. At this time, the motion and the second were withdrawn for additional discussion. Afterward, a motion was made by Mr. Preston Kirkendall, seconded by Mr. Joel Willis and unanimously adopted to approve application **SP3405** subject to replacing four (4) parking spaces on the east side with tree islands.

VP3408 605 Ocean Blvd: Consider Village Preservation application for the construction of a new garage, a new guest house, the addition of a new screened porch to the rear of the existing house and some rehabilitation work on the front porch at 605 Ocean Blvd. Parcel ID: 04-04703. Robert Ussery with Ussery / Rule Architects P.C. agent for Randall and Lisbeth Addison, owners and applicants.

Mr. Robert Ussery was present for discussion.

According to the staff's report, the applicant has a one bedroom house on a 5,463 square foot lot. This proposal is for the construction of a new 396 square foot garage, a 220 square foot guest cottage and a 220 square foot screened porch to be built onto the rear of the house, as well as the rehabilitation of the front porch.

In the Village Mixed Use (VMU) district there are no setbacks and the size of the property permits 3.75 sleeping rooms. The applicant is proposing two (2) sleeping rooms total for the parcel.

The front porch roof will be rebuilt with wood and will have a new metal roof installed. New windows matching the existing windows at the front of the house will be installed; the columns will be repaired with wood and brick to look the same as they do at this time. A new vertical lattice will be installed all around the foundation of the house and the front planter bed will be built-up with brick. The rear new porch will be built to match the colors of the front porch. The garage and guest house will also be constructed to complement the main residence. They will both have matching metal roofs, doors and other details. (The staff's report also included required ordinance provisions of *Section 709.5* necessary in review of a village preservation application)

During a brief presentation, Mr. Robert Ussery pointed out that the colors used in this project will be white and the roof material will be aluminum metal.

At the end of discussion, a motion was made by Mr. Ed Meadows, seconded by Mr. Ed Ellis and unanimously adopted to approve application **VP3408** subject to the driveway and parking lot being gravel.

In other business, a motion was made by Mr. Joel Willis, seconded by Ms. Desiree Watson and unanimously adopted to schedule the next Islands Planning Commission Meeting for January 17, 2017 at 6:00 p.m. with the location to be determined.

Also in other business, a motion was made by Mr. Joel Willis, seconded by Ms. Desiree Watson and unanimously adopted to defer selection of 2017 Officers until the January 17th IPC Meeting.

There being no further business to discuss, the meeting was adjourned at 7:40 p.m.