TOWN OF AWENDAW

6971 Doar Road | P.O. Box 520 | Awendaw, SC 29429

843.928.3100 | www.townofawendawsc.org

townadministrator@townofawendawsc.org

Katharine Watkins | *Town Administrator*

Town of Awendaw
South Carolina
SETTLED 1696

Chris Crolley | ***Mayor***

Town Council

Paul Brown | Wendy Helms

Grace Gasper | Rodney Porcher

Kent Prause | John Timmons

Town of Awendaw
Planning Commission Meeting

Tuesday, April 21st, 2026
6:00 PM, Awendaw Town Hall
6971 Doar Road, Awendaw, SC 29429

A. Prayer, Pledge of Allegiance & Reading of the Civility Pledge

B. Call to Order and Roll Call

C. Approve Minutes as available – March 2nd & March 16th

D. Public Comments –

The public comment period will be limited to a total of 25 minutes. Each speaker will have up to 2 minutes. No individual may speak more than once until all others wishing to comment have had an opportunity.

E. Old Business –

a. Residential Zoning District

b. Open Space Requirements

F. New Business -

a. Affordable Housing Discussion

H. Closing Remarks –

I. Adjournment

Next Meeting – TBD (May 12th, *2026)*

IN ACCORDANCE WITH THE FREEDOM OF INFORMATION ACT, THE PRINT MEDIA WERE DULY NOTIFIED, ALONG WITH A HARD COPY POSTED AT CITY HALL. ● SHOULD YOU HAVE QUESTIONS OR COMMENTS, PLEASE CONTACT PLANNING AT (843) 931-8125.

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Town of Awendaw
Planning Commission Meeting
Monday, March 2, 2026
6:30 PM, Awendaw Town Hall

DRAFT

A. Prayer, Pledge of Allegiance & Reading of the Civility Pledge

At 6:00 pm, Chairman John Osguthorpe, began the March 2nd Planning Commission Meeting. Commissioner Jeff Hardee read the Serenity Prayer, led the recital of the Pledge of Allegiance & he also read the Civility Pledge for all.

B. Call to Order and Roll Call

Chairman Osguthorpe called the meeting to order. Mr. Jeff Hardee, Mr. Jay Reigart, Mr. James Gardner and Dr. John Osguthorpe were present, confirming a quorum. Commissioner Kelly Cousino was absent. Town Administrator, Mrs. Katharine Watkins, Town Planning Manager, Mr. Daniel O'Hara, and Town Planning Clerk, Takeya White, and Town Attorney Chloe Satzer were also present.

Motion: To open public comments.
Posed By: Mr. James Gardner
Second: Mr. Jay Reigart
Vote: Unanimous Approval

The Planning Commission opened the public comment portion of the meeting and Mr. O'Hara outlined the procedures.

C. Public Comments –

The public comment period will be limited to a total of 25 minutes. Each speaker will have up to 2 minutes. No individual may speak more than once until all others wishing to comment have had an opportunity.

It was noted that 1 written public comment had been received, distributed, and reviewed by the Commission and will be added as an addendum to meeting minutes.

- Sandra Freeman – 7928 Pelican Bay Drive, SC (written public comment; see addendum)

Several members of the public provided comments regarding ongoing ordinance updates and development concerns.

- Andrea Frazier – 7854 Gull Bay Drive, Awendaw, SC
- Gary Freeman – 7928 Pelican Bay Drive, Awendaw, SC

Comments included:

- Requests to strengthen provisions related to minor subdivisions to prevent circumvention of regulations;
- Recommendations to enhance tree protection standards, including expanding protection areas and reinstating previously proposed language;
- Concerns regarding engineered septic systems and potential conflicts with the Comprehensive Plan;
- Suggestions to increase setback and buffer requirements, particularly related to wetlands; and
- Questions regarding enforcement mechanisms and the need for clearly defined penalties.

Additional public comments focused on the impacts of higher-density development, particularly related to septic system placement on smaller lots. A visual example of a quarter-acre lot was presented by Mr. Gary Freeman, of 7928 Pelican Bay Drive, Awendaw, SC 29429, to illustrate potential overcrowding and constraints associated with development standards. He encouraged the Commission to consider these impacts in future phases of development and zoning decisions.

Following public comment, the Commission closed the public comment period and transitioned into Old Business.

Motion: To close public comments.
Posed By: Mr. James Gardner
Second: Mr. Jeff Hardee
Vote: Unanimous Approval

D. Old Business –

a. Ordinance 2026-04 – An ordinance to amend Chapter 153, Zoning Code, Tree Preservation Requirements Division, Subsection 153.195 and 153.196, to restructure the review, mitigation, and site restoration process for the removal of protected trees.

The Planning Commission continued its detailed review of proposed amendments to Ordinance 2026-04 concerning tree protection and landscaping regulations. Daniel O'Hara provided an

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overview of prior discussions, including updates to significant tree classification, protection standards, mitigation requirements, and administrative procedures.

The Commission reviewed and discussed specific ordinance language, including:

- Clarification of conditions under which tree removal is permitted, including feasible alternatives;
- Updates to terminology for consistency, including replacing "town staff" with "zoning administrator";
- Requirements for tree preservation plans prepared by certified arborists;
- Revisions to tree protection zone measurements for clarity and application; and
- Technical corrections related to thresholds, percentages, and ordinance language.

The Commission also discussed the distinction between variances and special exceptions and agreed that certain provisions should be processed as special exceptions.

Discussion focused on exemptions and applicability, particularly as they relate to existing lots, minor subdivisions, and phased developments. Concerns were raised regarding the potential for minor subdivisions or phased development to circumvent regulatory requirements.

Katherine Watkins inquired whether existing special exception provisions within the Code could address exemptions. Staff advised that while possible, this would likely require a separate ordinance amendment for clarity and consistency.

Mr. O'Hara emphasized the need for clearly written and explicit exemption language to avoid inconsistent interpretation over time. The Commission discussed standardizing exemption language across sections of the ordinance for consistency.

The Commission further discussed restructuring ordinance language to improve clarity, including:

- Moving exemption language to the primary section header for uniform application;
- Clarifying that exemptions apply to existing residential lots and minor subdivisions, while ensuring major and phased developments remain subject to full compliance;
- Distinguishing tree protection thresholds at or below 33% and greater than 33%, with higher encroachments requiring additional review; and
- Establishing minimum replacement standards, including a 2.5-inch caliper requirement.

Additional discussion addressed mitigation standards, including the relationship between significant trees and grand trees and associated replacement ratios.

The question was raised regarding whether additional tree species should be permitted beyond those listed in the ordinance table. Staff advised that species references could be consolidated within the designated table.

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Staff re-read proposed revisions into the record to ensure accuracy, including tree replacement requirements, measurement standards, inclusion of minor subdivisions, and updated percentage thresholds.

The Commission discussed revising "existing residential" to "existing residential uses" to ensure applicability across both residential and agricultural zoning districts.

The following motions were made during discussion.

Motion: To accept page 9 of 73 as amended. [Time Stamp: 48:00]
Posed By: Mr. James Gardner
Second: Mr. Jay Reigart
Vote: Unanimous Approval

Motion: To accept page 10 of 73 as amended. [Time Stamp: 54:00]
Posed By: Mr. Jay Reigart
Second: Mr. Jeff Hardee
Vote: Unanimous Approval

Motion: To accept page 11 of 73 as amended. [Time Stamp: 01:13:00]
Posed By: Mr. James Gardner
Second: Mr. Jay Reigart
Vote: Unanimous Approval

Motion: To accept page 12 of 73 as amended.
Posed By: Mr. Jeff Hardee
Second: Dr. John Osguthorpe
Vote: Unanimous Approval

Motion: To recommend the amended ordinance language, as discussed, to Town Council for consideration.
Posed By: Mr. Jeff Hardee
Second: Mr. James Gardner
Vote: Unanimous Approval

Chairman Osguthorpe then moved on to Agenda Item b, Ordinance 2026-05, entertained a motion and then lead the commission and staff into discussion around Ordinance 2026-05.

b. Ordinance 2026-05 - An ordinance of the Town of Awendaw, South Carolina, to amend Title XV: Land Usage, Chapter 153: Zoning Code, Subdivision Regulations Division, Section

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153.305 Water and Sewage Disposal of the Code of the Town of Awendaw. [Time Stamp: 50:30/ 2:52:14]

Motion: To open discussion on Ordinance 2026-05.
Posed By: Mr. James Gardner
Second: Mr. Jay Reigart
Vote: Unanimous Approval

Mr. O'Hara gave his staff report and the commission had brief discussion around Ordinance 2026-05 and recommended the following amendments by motion.

Motion: To remove duplicate language "Advanced Treatment Methods," under SECTION 153.009 DEFINITIONS. (Page 18 of 73)
Posed By: Mr. James Gardner
Second: Mr. Jeff Hardee
Vote: Unanimous Approval

Motion: To amend SECTION 153.305 A, 3, 1, b, b., to read "*The entirety of the drainfield must be designed 15 feet from the property line.*" (Page 19 of 73)
Posed By: Mr. Jeff Hardee
Second: Dr. John Osguthorpe
Vote: Unanimous Approval

Motion: To amend SECTION 153.305 A, 3, 1, b, c, a, to strike "~~record~~," and replace with "recorded."
Posed By: Mr. James Gardner
Second: Mr. Jay Reigart
Vote: Unanimous Approval

The Planning Commission then made a motion to send the amended ordinance in its form to Town Council for approval.

Motion: To approve Ordinance 2026-05 as amended and send a positive recommendation for its approval to Town Council.
Posed By: Mr. Jay Reigart
Second: Mr. Jeff Hardee
Vote: Unanimous Approval

Chairman Osguthorpe then moved on to discuss Agenda item D, e, Ordinance 2026-0, entertained a motion and passed the meeting over to Mr. O'Hara, who led with his staff report.

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Motion: To open discussion on Ordinance 2026-07. [*REAL Time Stamp: 7:46 PM*]
Posed By: Mr. James Gardner
Second: Mr. Jeff Hardee
Vote: Unanimous Approval

c. Ordinance 2026-07 - An Ordinance of the Town of Awendaw, South Carolina, to Amend Title XV: Land Usage, Chapter 153: Zoning Code, Wetlands and Waterways Setbacks Division of the Code of the Town of Awendaw, South Carolina, by renaming the Division thereof to Wetlands Protection and repealing the Existing Section 153.225 thereto and adding a New Section 153.225, along with New Sections 153.226 through 153.238 thereto, Providing for the Protection of Tidal and Freshwater Wetlands, and all Effected Sections for Clarity; Section 153.009 Definitions to Include Proposed Definitions, 1 Section 153.025 through 153.032 "Description of Zoning Districts" to reference the Wetlands Standards.

The Planning Commission continued its review of the proposed wetlands protection ordinance, Ordinance 2026-07, focusing on clarifying restricted and exempted activities, terminology updates, and administrative authority by including comparisons to other jurisdictions and refinement of definitions, buffer/setback standards, and application procedures.

The Commission reviewed differences between the Town's draft ordinance and other jurisdictions, including exemptions, incentives, and buffer requirements. Discussion emphasized the need to tailor the ordinance to local conditions while maintaining clarity and enforceability.

The Commission revised ordinance language to improve clarity and enforceability, including:

- Defining restricted activities as those requiring proper authorization, rather than using the term "prohibited";
- Expanding exempted activities to include outdoor recreation uses, with specific clarification to include playgrounds;
- Adding language to address dock construction and maintenance, ensuring consistency with existing permitting authority (e.g., state agencies) and avoiding regulatory conflicts; and
- Replacing outdated or unclear terminology, including changing "degraded" to "nonconforming" for consistency with existing code.

Additional revisions included:

- Clarifying that nonconforming structures discontinued for a specified period require proper approval before resumption;

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- Updating references to permitting processes to include both wetland impact and wetland notification approvals; and
- Making technical corrections, including capitalization, grammar, and references to appropriate legal authorities (e.g., Circuit Court appeals).

The Commission also discussed administrative authority, confirming that:

- The Planning Commission retains authority over wetland impact approvals;
- The Planning Manager may approve certain administrative-level actions; and
- Language should reflect shared or appropriate authority where applicable (e.g., restoration provisions).

During this agenda item, the following motions were made:

Motion: To accept page 24 of 73 as amended. [*Real Time Stamp: 8:16 pm*]
Posed By: Dr. John Osguthorpe
Second: Mr. James Gardner
Vote: Unanimous Approval

Motion: To move SECTION 153.227, "C" on page 26 of 73 to the "WHEREAS" section and eliminate item 153.227, D.
Posed By: Mr. James Gardner
Second: Dr. John Osguthorpe
Vote: Unanimous Approval

Motion: To accept page 27 of 73 as amended by staff. [*Real Time Stamp: 8:19 pm*]
Posed By: Mr. Jeff Hardee
Second: Mr. James Gardner
Vote: Unanimous Approval

Motion: To accept page 28 of 73 as amended. [*Real Time Stamp: 8:22 pm*]
Posed By: Dr. John Osguthorpe
Second: Mr. Jay Reigart
Vote: Unanimous Approval

Motion: To accept language as read by the planning manager on page 29 of 73.
Posed By: Dr. John Osguthorpe
Second: Mr. James Gardner
Vote: Unanimous Approval

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Motion: To accept page 30 of 73 as amended. [*Real Time Stamp: 8:35 pm*]
Posed By: Mr. James Gardner
Second: Mr. Jay Reigart
Vote: Unanimous Approval

Motion: To accept page 31 of 73 as amended.
Posed By: Mr. James Gardner
Second: Mr. Jeff Hardee
Vote: Unanimous Approval

Motion: To accept page 32 of 73 as amended. [*Real Time Stamp: 8:52 pm*]
Posed By: Dr. John Osguthorpe
Second: Mr. Jeff Hardee
Vote: Unanimous Approval

Motion: To accept page 33 of 73 as amended. [*Real Time Stamp: 9:00 pm*]
Posed By: Mr. James Gardner
Second: Mr. Jeff Hardee
Vote: Unanimous Approval

Motion: To accept page 34 of 73 as amended.
Posed By: Dr. John Osguthorpe
Second: Mr. James Gardner
Vote: Unanimous Approval

Motion: To accept page 35 of 73 as amended.
Posed By: Mr. James Gardner
Second: Mr. Jay Reigart
Vote: Unanimous Approval

Motion: To accept page 37 of 73 as amended.
Posed By: Mr. James Gardner
Second: Dr. John Osguthorpe
Vote: Unanimous Approval

Motion: To accept page 38 of 73 as amended. [*Real Time Stamp: 9:16 pm*]
Posed By: Mr. Jeff Hardee
Second: Mr. James Gardner

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Vote: Unanimous Approval
Motion: To accept page 39 of 73 as amended.
Posed By: Dr. John Osguthorpe
Second: Mr. Jeff Hardee
Vote: Unanimous Approval

After their final amendments to Ordinance 2026-07, a motion was entertained to send the amended document to Town Council.

Motion: To recommend approval of Wetlands Ordinance 2026-07, as amended, to Town Council.
Posed By: Mr. Jay Reigart
Second: Mr. James Gardner
Vote: Unanimous Approval

I. Adjournment –

Motion: To Adjourn.
Posed By: Mr. James Gardner
Second: Dr. John Osguthorpe
Vote: Unanimous Approval

The meeting adjourned at 9:22 PM

Next Meeting – TBD (March 16, 2026)

IN ACCORDANCE WITH THE FREEDOM OF INFORMATION ACT, THE PRINT MEDIA WERE DULY NOTIFIED, ALONG WITH A HARD COPY POSTED AT CITY HALL. • SHOULD YOU HAVE QUESTIONS OR COMMENTS, PLEASE CONTACT PLANNING AT (843) 931-8125.

DRAFT Minutes Respectfully submitted on Monday, April 20th, 2026, by Takeya White

Note: These meeting minutes are not verbatim. To watch the full meeting video, please visit the town's YouTube channel: https://www.youtube.com/@TownOfAwendaw.

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PLANNING COMMISSION MEETING ADDENDUM

March 2nd, 2026

- *EXHIBIT A – WRITTEN PUBLIC COMMENTS – MRS. SANDRA FREEMAN – 7928 PELICAN BAY DRIVE, AWENDAW, SC*

DRAFT

EXHIBIT A

Outlook

Re: Planning Commission meeting

From Planning Manager <planningmanager@townofawendawsc.org>
Date Mon 3/2/2026 2:57 PM
To Sandra Freeman [redacted]
Cc Takeya White <planningclerk@townofawendawsc.org>

Sandra,

Thank you for your comments. It is great to have this time of engagement with the public. We have a Planning Commission this evening . Would you like me to share these comments with them? Or where are these for my record?

Please note the Planning Commission meeting Tonight will cover the tree ordinance. There will also be another public hearing and second reading by Town Council if these edits are not introduced into the proposed changes.

Respectfully,
Dan

--
Daniel O'Hara
Planning Manager
Town of Awendaw, SC
Email: planningmanager@townofawendawsc.org
Office: (843) 931-8125
www.townofawendawsc.org

DRAFT

From: Sandra Freeman [redacted]
Sent: Thursday, February 26, 2026 10:33 AM
To: Planning Manager <planningmanager@townofawendawsc.org>
Subject: Planning Commission meeting

Good morning Dan,

I listened to the tree portion of the planning meeting the other night. Great discussion and I certainly appreciate the time and dedication of all involved in this process. I have a few comments that I didn't hear the other night.

- The tree protection zones should be determined by current tree protection standards, not an arbitrary distance. Since the purpose is to protect the tree so it can live, it is counterintuitive to destroy its root system. The tree will be reduced in its health and could possibly die.
- Who is surveying lots to determine the number of trees on them? I understand this will be done for subdivisions and other commercial buildings; however, are homeowners to report how many trees they're cutting down and when? James was talking about cutting 5 trees down in a 2 year period--what? Self-reporting is not much of a policy. I think a lot of people will just cut them down themselves and no one will know. I'm not sure what to do about it though.
- I also heard a comment that people know "by now" that they can't just go cutting down trees. There has been a huge influx of people from other areas of the country and trust me, they don't have a clue. I have some friends who just moved from Delaware to Mt. Pleasant and wanted to cut down 2 huge magnolias in their backyard. Maybe there could be a document developed with these rules to give to new property owners.
- A suggestion would be for tree cutting companies that are hired in Awendaw be required to report to the town planner before commencing work.
- There was also a lot of discussion about the size of trees to replace those cut down. I would recommend using the size of the container—5 or 7 gallon for example.

I hope these comments are helpful.

Thanks,

Sandra Freeman
7928 Pelican Bay Dr.

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Town of Awendaw
Planning Commission Meeting
Agenda

Monday, March 16th, 2026

6:00 PM, VIRTUAL (Click Here for Link)

Join Zoom Meeting

https://us02web.zoom.us/s/86484012525

Meeting ID: 864 8401 2525

Passcode: 697175

One tap mobile

US: +13126266799,,86484012525# or +16468769923,,86484012525#

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A. Prayer, Pledge of Allegiance & Reading of the Civility Pledge

At 6:00 pm, Chairman John Osguthorpe, began the virtual Planning Commission Meeting by reading the Serenity Prayer, reciting the Pledge of Allegiance & he also read the Civility Pledge for all.

B. Call to Order and Roll Call – [Time Stamp: 1:00]

Chairman Osguthorpe called the virtual meeting to order. Ms. Kelly Cousino, Mr. Jeff Hardee, and Dr. John Osguthorpe were present, confirming a quorum. Commissioner Reigart was absent. Town Administrator, Mrs. Katharine Watkins, Town Planning Manager, Mr. Daniel O'Hara, and Town Planning Clerk, Takeya White, were also present. Commissioner James Gardner joined the meeting at 6:04 pm.

C. Approve Minutes as available – FEBRUARY 17TH & FEBRUARY 23RD, 2026

Chairman Osguthorpe then moved to agenda item C, "Approval of Minutes" and entertained a motion to approve the February 17th & February 23rd meeting minutes. There was no discussion.

Motion: To approve the minutes of the February 17th & February 23rd meetings.
Posed By: Ms. Kelly Cousino
Second: Dr. John Osguthorpe

Vote: Unanimous Approval

Chairman Osguthorpe then began to preface agenda item D, "Public Comments," and asked if there were members of the public who wished to speak and passed the meeting on to the Planning Manager, Mr. Daniel O'Hara.

D. Public Comments – ***There were none.***

The public comment period will be limited to a total of 25 minutes. Each speaker will have up to 2 minutes. No individual may speak more than once until all others wishing to comment have had an opportunity.

E. New Business –

a. Proposed amendment to Town of Awendaw's Zoning Code Definitions

The Planning Commission considered a proposed amendment to the Town's Zoning Code to add a definition of "structure." Staff explained that the term is referenced throughout the code and that the addition would provide a clear and consistent definition. The Commission briefly discussed the scope of the definition, noting that it broadly applies to any improvements placed on a property, including temporary structures and signage. After discussion, Chairman Osguthorpe entertained a motion.

Motion: To recommend approval of the proposed definition of "structure."
Posed By: Ms. Kelly Cousino
Second: Dr. John Osguthorpe
Vote: Unanimous Approval

The motion was seconded and passed unanimously.

b. Residential Zoning District Discussion

The Commission transitioned into a broader discussion regarding residential zoning districts. Members reviewed a preliminary framework developed by two Commission members (Commissioner Cousino & Commissioner Hardee), based on the Town's Comprehensive Plan, which recommends three primary residential categories: Conservation Residential, Rural Residential, and Village Residential.

The proposed framework includes:

- Splitting Village Residential into two districts (VR-1 and VR-2) to account for varying residential densities;

DRAFT

- Maintaining consistency with the Comprehensive Plan's guidance on lot sizes and development patterns; and
- Establishing a logical progression of zoning districts from higher-density residential areas to lower-density, rural areas.

Discussion also included consideration of creating or maintaining an agricultural or agricultural-residential zoning district. Commissioners noted that many surrounding jurisdictions include such districts and that they serve to protect farmland, reduce development pressures, and allow for agricultural and residential uses to coexist.

Significant discussion focused on the relationship between zoning classifications and agricultural tax assessments. Members expressed concern that changes to zoning district names, permitted uses, or minimum lot sizes could unintentionally affect property owners' eligibility for agricultural tax benefits. It was noted that state law references agricultural use and income thresholds; however, there remains some uncertainty as to whether zoning designation or actual land use is the determining factor.

The Commission acknowledged that much of the Town is currently zoned agricultural and emphasized the need to proceed cautiously with any zoning changes to avoid unintended impacts on residents. Members discussed the prevalence of small-scale or "hobby" farms and the importance of preserving opportunities for such uses within the Town.

Consensus was reached on the following:

- Additional research and clarification are needed regarding agricultural tax eligibility and its relationship to zoning;
- Consultation with the Town Attorney, a tax professional, and/or the South Carolina Department of Agriculture should be pursued; and
- Agricultural uses should be carefully considered in the development of future zoning districts.

The Commission agreed to move forward with drafting non-controversial residential districts (VR-1 and VR-2), including development standards such as lot size, setbacks, and permitted uses, while continuing to evaluate options for agricultural and lower-density districts.

Staff and Commissioners Hardee & Cousino were assigned the task to present a preliminary draft of the residential zoning districts at a future meeting.

No further action was taken. Chairman Osguthorpe then moved on to Agenda item E, c with a motion.

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c. Meeting Schedule for Planning Commission - **[Time Stamp: 38:37]**

Motion: To open discussion on Agenda item E(c), "Meeting Schedule for Planning Commission"
Posed By: Dr. John Osguthorpe
Second: Mr. James Gardner
Vote: Unanimous Approval

The Commission opened discussion regarding the future meeting schedule. Staff advised that the Town Attorney has a recurring conflict on the third Monday of each month and requested consideration of shifting Planning Commission meetings to either the second or fourth Monday to allow for greater participation.

The Commission discussed availability and scheduling considerations, including coordination with Town Council meeting timelines. Staff recommended the second Monday of each month as the most efficient option to allow adequate time for agenda preparation and transmittal of items to Town Council. With no objections from Commission members, a motion was made.

Motion: To recommend shifting regular Planning Commission meetings from the third Monday to the second Monday of each month.
Posed By: Mr. James Gardner
Second: Dr. John Osguthorpe
Vote: Unanimous Approval

The motion was seconded and passed unanimously. Town Administrator, Katharine Watkins, clarified that the change will require formal adoption by Town Council through an ordinance amendment.

Mr. O'Hara also advised that an updated meeting calendar will be presented at the next meeting to provide public notice of the proposed change.

Mr. O'Hara then requested feedback on scheduling a potential special-called meeting to address postponed plat reviews. The Commission expressed general support, with a preference for selecting a date outside of Mondays to accommodate member availability. The Planning Clerk would circulate a poll to determine a suitable date and time.

H. Closing Remarks – ***There were none.***

After hearing no additional remarks, Chairman Osguthorpe entertained a motion to adjourn.

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I. Adjournment – [Time Stamp: 44:35]

Motion: To Adjourn.
Posed By: Dr. John Osguthorpe
Second: Mr. James Gardner
Vote: Unanimous Approval

Next Meeting – TBD (April 20t*h, 2026)*

IN ACCORDANCE WITH THE FREEDOM OF INFORMATION ACT, THE PRINT MEDIA WERE DULY NOTIFIED, ALONG WITH A HARD COPY POSTED AT CITY HALL. • SHOULD YOU HAVE QUESTIONS OR COMMENTS, PLEASE CONTACT PLANNING AT (843) 931-8125.

DRAFT Minutes Respectfully submitted on Monday, April 20th, 2026, by Takeya White

Note: These meeting minutes are not verbatim. To watch the full meeting video, please visit the town's YouTube channel: https://www.youtube.com/@TownOfAwendaw.

DRAFT

Subdivision Regulations

Amenity Space Standards

DRAFT | April 16, 2026

§ 153.312 Amenity Space <NEW>

A. *Purpose*. The purposes of amenity space requirements are to:
   1. Preserve existing vegetation and important wildlife habitat;
   2. Provide active and passive recreational opportunities for residents; and
   3. Enhance the aesthetic and environmental quality of development.

B. *Applicability*. This section applies to all major residential subdivisions.[1]

C. *Minimum area*. Table 153.312-1 specifies the amount of open space required in each zoning district. The minimum area is a percentage of the total development site area.

Table 153.312-1: Minimum Amount of Amenity Space Required

Zoning District	Amenity Space (min)
Conservation Residential (CR)	10%
Rural Residential (RR)	20%
Village Residential 1 (VR-1)	25%
Village Residential 2 (VR-2)	30%

Key: min = minimum amount required

D. *Minimum dimensions*. Each amenity space area must be at least 20 feet in width and at least 500 square feet in area.

E. *Minimum composition*. Active and/or passive recreation areas must comprise at least 50% of required amenity space.

F. *Areas counted as amenity space*. Amenity space may be comprised of any of the following:
   (a) Active recreational areas (e.g., ball fields, playgrounds);
   (b) Passive recreational areas (e.g., pedestrian and bicycle trails, picnic areas);
   (c) Required perimeter buffers, which may count as up to 25% of required amenity space;

[1] FOR DISCUSSION: Should these standards apply to other development types? If so, we may need to add districts to Table 153.312-1.

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(d) Vegetated low impact development (LID) features, such as bioswales. There are no minimum dimensional requirements for LID features to count as amenity space; and

(e) Resource protection areas, which may count as up to 50% of required amenity space. Resource protection areas include only the following:

1. Natural water bodies;
2. Cemeteries; and
3. Historical, cultural, or archaeological sites.

G. *Areas not counted as amenity space*. The following types of areas do not count as amenity space:

1. Streets and parking areas, unless associated with recreational structures or parks;
2. Boat and RV storage areas;
3. Private lots and yards;
4. Required building setback areas;
5. Golf courses;
6. Marsh areas;
7. Wetlands;
8. Human-made water bodies;
9. Stormwater detention or retention ponds;[2]
10. Ditches;
11. Federally- or State-owned land; and
12. Utility line rights-of-way, unless the utility is located underground and the aboveground portion is used for active or passive recreation.

H. *Access to amenity space*.

1. All amenity space areas must have at least one access point from an internal street that is not located on an individual residential lot.
2. This primary access point must be at least 10 feet in width and clearly marked or delineated as community amenity space.
3. Lots that do not adjoin amenity space must be connected to the amenity space via a sidewalk or trail.
4. The Town may require access to be restricted if it would degrade, destroy, or adversely interfere with sensitive environmental or natural areas or with significant historic or cultural resources.

I. *Long-term preservation and maintenance*.

[2] FOR DISCUSSION: What if they are over a certain size? Or they have amenities (e.g., walking trail, fishing dock)? Should we allow them to count in case?

DRAFT

1. Land designated as amenity space must:
    (a) Be platted as a lot;
    (b) Remain as amenity space in perpetuity; and
    (c) Be maintained so that its use and enjoyment as amenity space is not diminished or destroyed.
2. Amenity space must be permanently protected through deed restrictions, covenants, or other legal instruments to:
    (a) Ensure the amenity space is used for its intended purpose; and
    (b) Provide for the continued and effective management, operation, and maintenance of the amenity space.

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