

TOWN OF AWENDAW

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Katharine Watkins | *Town Administrator*

Donna F. Steed | *Clerk/Treasurer*



Miriam C. Green | Mayor

Town Council

Paul Brown | Frank Frazier

Darrell Ketchens | Wendy Helms

Bryan McNeal, Jr. | Kent Prause

**Town of Awendaw Planning
Commission Meeting**

FINAL APPROVED MINUTES

Monday, October 20th, 2025

6:00 PM, Awendaw Town Hall

6971 Doar Road, Awendaw, SC 29429

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

At 6:00 pm, Chairman John Osguthorpe, called Planning Commission Meeting to order. Chairman Osguthorpe read the Serenity Prayer, all recited the Pledge of Allegiance & Chairman Osguthorpe led the Civility Pledge.

B. Call to Order and Roll Call

Chairman Osguthorpe called the meeting to order. Mr. Jay Reigart, Dr. John Osguthorpe, Mr. James Gardner, Ms. Kelly Cousino, Town Administrator Mrs. Katharine Watkins, Town Planner Mr. Daniel O'Hara, Town Planning Clerk Takeya White and Town Attorney Mr. Mac McQuillin were all present. Commissioner Jeff Hardee was absent.

C. Approve Minutes as available – September 2025

Motion: To approve the September 2025 Planning Commission Meeting Minutes

Posed By: Chairman Osguthorpe

Second: Mr. James Gardner

The floor was then opened for discussion. Chairman Osguthorpe noted one change to the meeting minutes. He then asked for a new motion.

Motion: To approve the September 2025 Planning Commission Meeting Minutes as amended.

Posed By: Mr. James Gardner

Second: Mr. Jay Reigart

Vote: Unanimous Approval

D. Appointment of Chair and Vice Chair as per Ordinance 2024-09: Chapter 32 §32.01, item (C)

Chairman Osguthorpe prefaced agenda item D and requested nominations.

Motion: To appoint Dr. John D. Osguthorpe as Planning Commission Chairman.

Posed By: Mr. Jay Reigart

Second: Mr. James Gardner

Vote: Unanimous Approval

After the vote for Chairman was completed, the board moved on to nominations for Vice-Chairman. **[Time Stamp: 0:00:18.47]**

Motion: To appoint Mr. James C. Reigart as Vice-Chair of the Planning Commission.

Posed By: Dr. John Osguthorpe

Second: Mr. James Gardner

Vote: Unanimous Approval

E. Adoption of Rules of Procedure as per Ordinance 2024-09: Chapter 32 §32.01, item (D)

Chairman Osguthorpe then asked Planning Director Daniel O'Hara to preface agenda item E and requested the Planning Commission to move for approval.

Motion: To approve the adoption of the current Rules of Procedure.

Posed By: Dr. John Osguthorpe

Second: Ms. Kelly Cousino

Vote: Unanimous Approval

F. Public Hearings – Road and easement name request approval pursuant to S.C. Code § 6-29-1200 and Town Code § 153.004 [Time Stamp: 0:01:40.57]

Chairman Osguthorpe then asked Planning Director Daniel O'Hara to lead the commission into the public hearing portion of the meeting. Mr. O'Hara spelled out the procedures of the public hearing and then asked if there were any wishing to speak.

2 residents desired to speak, and gave their comments:

Lynn Vicary – 8470 Doar Road

Susan Cox – 6209 Rudder Lane

a. Subdivision: 5 Road Names within The Preserve at Seewee Sound – TMS 680-00-00-055

1. Run Big Drive

2. Randy Road

3. Lynne Kaya Lane

- 4. Shellfish Drive
- 5. Raptor Drive
- b. Doar Creek Trail – TMS 700-00-00-062**
- c. Henry Steed Road – TMS 661-00-00-043**
- d. Sweetwater Lane – TMS 661-00-00-288**
- e. Awendaw Farm Court – TMS 700-00-00-107**

After public comments, the board discussed the need for more detailed plats with better resolution when they receive these requests. Chairman Osguthorpe then requested a motion to close the public hearing.

Motion: To close the Public Hearing.

Posed By: Mr. James Gardner

Second: Ms. Kelly Cousino

Vote: Unanimous Approval

Chairman Osguthorpe then moved on to agenda item H. Town Administrator, Katharine Watkins then redirected the chair to agenda item G, as it was skipped. Chairman Osguthorpe then moved on to agenda item G, "Public Comments." He then gave a short preface of the procedures for public comments and opened the floor to the public.

G. Public Comments – [Time Stamp 0:06:27.74]

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.

2 residents desired to speak, and gave their comments:

Susan Cox – 6209 Rudder Lane

Lynn Vicary – 8470 Doar Road

Chairman Osguthorpe then asked for a motion to end the Public Comment session.

Motion: To close public comments.

Posed By: Mr. James Gardner

Second: Mr. Jay Reigart

Vote: Unanimous Approval

The chairman then moved on to agenda item "H," old business, and led with his presentation on village nodes and then asked Mr. O'Hara to give his presentation on agenda item "H(a)."

H. Old Business –

- a. Edna Alston Black PD – Residential Portion of Planned Development TMS#661-00-00-290

Mr. O'Hara gave his staff report and a brief history of the Edna Alston Black PD. The Planning Commission then discussed the application and asked Town Attorney, Mr. Mac McQuillin, if he agreed and for his legal advice. Mr. McQuillin stated that the original plan was to build six homes. **Verbatim,** "The applicant is coming to us saying look I've got a plan that lets me do 6 lots I want to do 3 now so there's not a lot we can do." Mr. McQuillin stated that the applicant has produced a good development that goes along with the current desires of the community and town council. Planning Director, Mr. Dan O'Hara, then called a point of clarification and stated that if the applicant is present, he should be able to give his presentation.

Mr. John Popelka then gave his presentation on the PD for TMS# 661-00-00-290.

After more discussion between the Planning Commission, staff and the applicant, Chairman Osguthorpe requested action on agenda item "H;a." **[Time Stamp 0:20:20.60]**

Motion: To accept the Preliminary Plat as amended

Posed By: Mr. Jay Reigart

Second: Ms. Kelly Cousino

Vote: Unanimous Approval

I. New Business –

- a. Approval of Road and easement name requests pursuant to S.C. Code § 6-29-1200 and Town Code § 153.004

After brief discussion about the road names that were brought up during public hearing, the chairman requested a motion **[Time Stamp 0:22:42.04]**

Motion: To accept the road and easement name requests as outlined in item F of the current agenda.

Posed By: Mr. James Gardner

Second: Dr. John Osguthorpe

Vote: Unanimous Approval

- b. Vesting Ordinance alternatives – **[Time Stamp 0:22:52.61]**

Chairman Osguthorpe prefaced the topic on a Vesting Ordinance by saying that since they have moved the Comprehensive Plan forward, they can now begin work on ordinances that align with the desires of the Comp Plan. He stated that after the workshop with Town Council, Vesting was the #1 concern that they discussed during that meeting. The board discussed Vested Rights, and how they would move forward in

drafting a Vesting Ordinance for the Town of Awendaw. Chairman Osguthorpe stated that he would like to propose some language that they could give to Planning Director, Daniel O'Hara, to use while he continues crafting a Vesting Ordinance to bring back to the Planning Commission. The board discussed Vesting further and decided to have Mr. O'Hara continue to work out language to the vesting ordinance to bring back next month (November)

- c. Conservation Zone and Overlay District (coastal) alternatives – [**Time Stamp 0:48:12.38**]

Chairman Osguthorpe led a discussion on zoning and stated that at the next meeting, we will see the words for the first 2 proposed zones. The board members then discussed the zones listed on the future land use map within the current Comprehensive Plan (2025) and continued discussion on the Conservation Zone.

- d. Consideration of Fee schedules – (AN EDUCATIONAL SESSION ONLY) [**Time Stamp 1:03:06.91**]

Chairman Osguthorpe then moved on to item “d” under New Business and led a discussion about the current fee schedule and stated that he would like to see an increase in planning fees. The board discussed fees a while longer and moved on to New Business item “e.”

- e. Concurrency –

Chairman Osguthorpe led a discussion with the Planning Commission on Concurrency and asked the commission to take action on this item.

Motion: To ask Town Council to support the Concurrency initiatives as set forth by the House of Representatives.

Posed By: Mr. James Gardner

Second: Dr. John Osguthorpe

Vote: Unanimous Approval

J. Closing Remarks –

Mr. James Gardner welcomed Ms. Kelly Cousino to the Planning Commission.

K. Adjournment –

Motion: To Adjourn

Posed By: Mr. James Gardner

Second: Dr. John Osguthorpe
Vote: Unanimous Approval

The meeting adjourned at 7:24 PM
Next Meeting – TBD (November 17th, 2025)

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 Wednesday, November 12th, 2025, 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>