

**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 KeMr. Thomas Crimihens |

Wendy Helms Bryan McNeal,

Mr. Jay Reigart. | Kent Prause

**Town of Awendaw  
Planning Commission Meeting  
FINAL APPROVED MINUTES**

**Monday, September 15th, 2025**

**6:00 PM, Awendaw Town Hall**

**6971 Doar Road, Awendaw, SC 29429**

**A. Prayer, Pledge of Allegiance & Civility Pledge**

At 6:00 pm, Chairman John Osguthorpe, called Planning Commission Meeting to order. Mr. Jeff Hardee led the prayer, all recited the pledge of allegiance & Mr. Hardee 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, Mr. Thomas Crimi, Mr. Jeff Hardee, Town Administrator Mrs. Katharine Watkins, Interim Town Planner Mr. Ricardo Giani, and Town Attorneys Mr. Mac McQuillin & Chloe Satzger were all present. Town Planning Clerk, Mrs. Takeya White was absent.

**C. Approve Minutes as available – March 2024 & August 2025**

**Motion: To approve the previous meeting minutes of August 2025**

**Posed By: Mr. Thomas Crimi**

**Second: Mr. Jeff Hardee**

**Vote: Unanimous Approval**

\*Chairman Osguthorpe stated that, apart from Mr. James Gardner, no current commission member attended the March 2024 meeting.

Mr. James Gardner noted there were no errors in the meeting minutes.

**Motion: To approve the previous meeting minutes of March 2024**

**Posed By: Mr. James Gardner**

**Second: Mr. Jay Reigart**

**Vote: Unanimous Approval**

**D. Public Hearings – (none)**

**E. New Business –**

- a. Recommendations on the proposed amendment to the Comprehensive Plan

Chairman Osguthorpe gave a synopsis of where the proposed amendments came from SCELPA. Town Administrator, Mrs. Katharine Watkins, noted for further discussions, there should be a motion and a second on the floor. Mr. Jay Reigart moved to discuss the proposed amendments to the comprehensive plan; Mr. James Gardner seconded. All voted in favor. Discussions continued on each amendment.

**Motion: To recommend approval of the proposed amendments to the comprehensive plan**

**Posed By: Mr. Jeff Hardee**

**Second: Mr. Thomas Crimi**

**Vote: Unanimous Approval**

- b. Recommendations on the proposed Wetland Protection Ordinance -  
Planning Director, Mr. Riccardo Giani asked the commission if they would be amenable to move Item G(a) before the discussion of the wetlands ordinance, as the discussions could be lengthy.

**Motion: To move agenda item G(a) before agenda item E(b).**

**Posed By: Mr. James Gardner**

**Second: Mr. Jay Reigart**

**Vote: Unanimous Approval**

Planning Director, Mr. Riccardo Giani reviewed each of the proposed amendments to the wetlands protection ordinance and discussed them with the commissioners and the town attorney.

**Motion: To recommend approval of the wetlands protection ordinance with the amendment to 15' setback rather than the proposed staff 35' setback.**

**Posed By: Mr. Jay Reigart**

**Second: Mr. Jeff Hardee**

**Vote: Unanimous Approval**

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

**G. Old Business –**

- a. Seewee MedSpa – 4911 Highway 17 North – TMS 629-00-00-034 – Review of Architectural elevations per the Planned Development document requirements. Chairman Osguthorpe discussed some of the flooding issues around that area. Planning Director, Mr. Riccardo Giani asked the chair if he could give a synopsis of the project and what the commission is tasked to review at the meeting today. Chairman Osguthorpe granted the request. Planning Director, Mr. Riccardo Giani, summarized the

PD for the commission and outlined what they are approving today. The commission discussed with the applicants the following: errors with notations to Berkeley County Building standards, elevation of the septic field and how it compares to the comprehensive plan, screening around the HVAC, if there is propane storage on site and placement of the water heater, signage approval, garbage screening, clarification of public comment vs public hearing, lighting on the site. Town Attorney, Mr. Mac McQuillin also restated the purpose of the approval of the Planning Commission from the PD document.

Motion: To approve the architectural elevations with the condition that the applicant returned to the Planning Commission to receive approval for the signage

Posed By: Mr. Jeff Hardee

Second: Chairman Osguthorpe

Vote: Unanimous Approval

b. Continuation of an overview of options in specific ordinances - (*AN EDUCATIONAL SESSION ONLY*)

- a. Impervious Surfaces – Mr. Reigart presented his research on impervious surfaces
- b. Buffers along Major Roadways – Mr. Reigart and Mr. Gardner both presented their findings on buffer requirements
- c. Options in Design Flood Elevations – Chairman Osguthorpe presented findings on BFE

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

**I. Adjournment –**

Motion: To Adjourn

Posed By: Mr. James Gardner

Second: Mr. Jeff Hardee

Vote: Unanimous Approval

*The meeting adjourned at 7:52 PM.*

**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.**

\* = amended as directed by the TOA Planning Commission on 10/20/2025

**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>**