

Town of Awendaw

Planning Commission Meeting

APPROVED MINUTES

Tuesday, February 18th, 2024 6:00 PM, Town Hall
6971 Doar Road, Awendaw, SC 29429

A. Pledge of Allegiance & Civility Pledge

At 6:00 pm, Chairman John Osguthorpe, called Planning Commission Meeting to order. Mr. Osguthorpe led the prayer, all recited the pledge of allegiance & the Civility Pledge.

B. Call to Order and Roll Call

Mr. Osguthorpe then introduced himself and the Planning Commission Members.

Mr. Osguthorpe then stated that Takeya (White) circulated the minutes to the Planning Commission and asked if they were available or on the website.

Mrs. Takeya White stated that the minutes were draft minutes for the commission to approve first and that they were not posted on the website yet.

Mr. Giani then called for a point of order by asking Mr. Osguthorpe if his introduction of the commission sufficed for the roll call. Mr. Osguthorpe responded, "Yes."

Mr. Jay Reigart, Mr. John Osguthorpe, Mr. James Gardner, Mr. Thomas Crimi, Mr. Jeff Hardee, Mrs. Takeya White, Mrs. Katharine Watkins & Mr. Ricardo Giani were all present.

C. Approve Minutes as available

Motion: To accept January Planning Commission minutes as written.

Posed By: Mr. Jay Reigart

Second: Mr. Thomas Crimi

Vote: Unanimous Approval

D. Report of the Town Planner

Interim Town Planner, Mr. Riccardo Giani, stated that he had no report for the Planning Commission.

E. Public Comments

Mr. Osguthorpe prefaced Public Comments by telling the public to limit their comments to 2 minutes and no repeating. He also stated that there will be a public comment Session before Town Council Meeting, and that the Planning Commission is a recommendation board to Town

Council.

Town Administrator, Mrs. Katharine Watkins, clarified for the record that the public hearing for the recommendation of the Town Moratorium will take place on March 6th, 2025, and that the Public Hearing for the Comprehensive Plan has not been solidified yet, but there will be a 30-day notice for that public hearing after the recommendation.

Mr. Osguthorpe then asked the public if they had a chance to look at the ordinance.

Mr. Giani then called a point of order, and asked chairman Osguthorpe if he was going to allow general public comments before going into further discussion about the ordinance, at 2 minutes a piece.

Mr. Osguthorpe then let the public know that they have 2 minutes a piece for public comments.

Several members of the public gave their public comments, and Mr. Osguthorpe moved on to new business after all comments were heard.

E. New Business

Mr. Osguthorpe said that the moratorium ordinance document had been circulated between the Planning Commission members for their review, and that the Planning Commission members had no issues with the moratorium document and would like to move for its adoption. Town Administrator, Katharine Watkins, then asked Mr. Osguthorpe if he was moving in recommendation for approval to council. He confirmed with a, "yes."

1. Recommendation for Ordinance 2025-01: An ordinance to amend Chapter 153, Zoning Code, Section 153.010 of the Code of the Town of Awendaw, South Carolina, imposing a temporary moratorium on the issuance of all residential and commercial zone change proposals (rezonings) and subdivisions of residentially zoned land (subdivision plat approvals) comprising more than five parcels of land for the purpose of providing town council with time to adopt the pending comprehensive plan update and to implement any necessary changes to the zoning ordinance, land use regulations, and/or comprehensive plan now under review.

[Motion: Send a recommendation of approval to Town Council.](#)

[Posed By: Mr. John Osguthorpe](#)

[Second: Mr. Jeff Hardee](#)

[Vote: Unanimous Approval](#)

F. Old Business

1. 2023 Comprehensive Plan Review Part I of II - Discuss and provide proposed edits regarding the "Guiding Principles." Provide a recommendation for the demographics contained in "Appendix A."

Mr. Osguthorpe gave a brief timeline to explain the journey of the comprehensive plan and stated that the planning commission was going to try to get through as much of it as possible at

the current meeting. The procedure in which the planning commission was going to follow to get through each Guiding Principle was discussed and the following motions and attached amendments were made:

GUIDING PRINCIPLES

1. COMMUNITY CHARACTER

Motion: Accept Guiding Principle #1 as is.

Posed By: Mr. Jay Reigart

Second: Mr. Jeff Hardee

Vote: Unanimous Approval

2. RURAL LIFESTYLE

Motion: Accept Guiding Principle #2 as is.

Posed By: Mr. Thomas Crimi

Second: Mr. Jay Reigart

Vote: Unanimous Approval

3. NATURAL ENVIRONMENT

Motion: Accept Guiding Principle #3 revised as follows:

The Awendaw Community seeks to protect, enhance, and restore the Town's riparian corridors, woodlands, groundwater and wetlands, to conserve its' wildlife and natural habitats, and to maintain its scenic bay vistas and tranquil environment.

Posed By: Mr. Jay Reigart

Second: Mr. James Gardner

Vote: Unanimous Approval

4. BUILT ENVIRONMENT

Motion: Accept Guiding Principle #4 revised as follows:

The Awendaw Community believes that the built environment should be subordinate, sensitive, and complementary to the natural environment, and will prioritize policies that minimize disturbance to terrain, limit impervious surfaces, and conserve visual resources including road buffer zones and the tree canopy. The Community supports low-country architectural and site design requirements that set forth community expectations and ensure quality development.

Posed By: Mr. John Osguthorpe

Second: Mr. Jay Reigart

Vote: Unanimous Approval

5. RURAL DENSITY

Motion: Accept Guiding Principle #5 revised as follows:

The Awendaw Community strives to avoid the suburbanization of its' Town by limiting residential density to a maximum of one unit per acre in the densest locations on major roadways then decreasing densities toward the town's periphery. Subdivisions, if permitted, shall incorporate considerable open space and natural areas in their designs and utilize the Town's water distribution system.

Posed By: Mr. Jay Reigart
Second: Mr. Thomas Crimi
Vote: Unanimous Approval

6. CIRCULATION

Motion: Accept Guiding Principle #6 revised as follows:

The Awendaw Community promotes safe and convenient circulation for all modes of travel throughout the Town including roads, trails, and paths. To preserve the town's character, high-intensity developments must prioritize circulation planning that minimizes their on-site and off-site impacts. This requires thorough traffic analysis and strategic design to ensure seamless integration and prevent disruption.

Posed By: Mr. John Osguthorpe
Second: Mr. Jay Reigart
Vote: Unanimous Approval

7. COMMERCIAL SERVICES

Motion: Accept Guiding Principle #7 revised as follows:

The Awendaw Community desires commercial services and facilities which meet the frequently recurring needs of the residents. Applications for large non-residential spaces will be evaluated based on their architectural compatibility with the rural environment. It is anticipated that a key economic driver for sustainability of the Town will be ecotourism and other uses that supplement this endeavor.

Posed By: Mr. John Osguthorpe
Second: Mr. Jay Reigart
Vote: Unanimous Approval

8. SAFETY

Motion: Accept Guiding Principle #8 revised as follows:

Awendaw strives to protect persons and property from unreasonable exposure to natural hazards, such as hurricane activity, fire, unstable terrain, storms, and flood, by continuously improving regulations, policies, and procedures to reflect low impact development and best management practices.

Posed By: Mr. Jay Reigart
Second: Mr. John Osguthorpe
Vote: Unanimous Approval

9. COMMUNITY CULTURE

Motion: Accept Guiding Principle #9 as discussed – staff will rewrite Guiding Principle and share that revision with the planning commission at next meeting. Revised as follows:

Awendaw fosters a vibrant, intergenerational community culture including heirs' property, that champions citizen engagement, diversity, and individual expression. Recognizing its interconnectedness, Awendaw embraces its role as a responsible community within the region, state, and nation, building strong ties with neighboring communities.

Posed By: Mr. Jay Reigart
Second: Mr. James Gardner
Vote: Unanimous Approval

10. SUSTAINABILITY

Motion: Accept Guiding Principle #10 as is.

Posed By: Mr. Jay Reigart
Second: Mr. John Osguthorpe
Vote: Unanimous Approval

2. 2023 Comprehensive Plan Review Part II – Discuss and review the “Action Plans” to provide proposed edits at the next Planning Commission meeting.

Mr. Osguthorpe gave a brief explanation of the Action Plans that have been discussed by the Planning Commission. The following motions and suggested amendments were made to the “Action Plans”:

Action Plan Goals

1. Action Plan Item B-8

Motion: Accept Action Plan Item B-8 as is.
Posed By: Mr. John Osguthorpe
Second: Mr. Jay Reigart

Vote: Unanimous Approval

2. Action Plan Item C-2

Motion: Accept Action Plan Item C-2 as is.

Posed By: Mr. Jay Reigart

Second: Mr. Thomas Crimi

Vote: Unanimous Approval

3. Action Plan Item D-2

Motion: Accept Action Plan Item D-2 as is.

Posed By: Mr. Jay Reigart

Second: Mr. Thomas Crimi

Vote: Unanimous Approval

4. Action Plan Item D-4

Motion: Accept Action Plan Item D-2 as is.

Posed By: Mr. Jay Reigart

Second: Mr. Thomas Crimi

Vote: Unanimous Approval

5. Action Plan Item E-1

Motion: Remove Action Plan Item E-1.

Posed By: Mr. John Osguthorpe

Second: Mr. Thomas Crimi

Vote: Unanimous Approval

6. Action Plan Item E-2

Motion: Accept Action Plan Item E-2 as is.

Posed By: Mr. Jay Reigart

Second: Mr. Thomas Crimi

Vote: Unanimous Approval

7. Action Plan Items F-1, F-2 & F-3

Motion: Accept Action Plan Items F-1, F-2 & F-3 as is.

Posed By: Mr. Jay Reigart

Second: Mr. John Osguthorpe

Vote: Unanimous Approval

8. Action Plan Item G-1

Motion: Accept Action Plan Item G-1 revised as follows:

Implement a maximum impervious surface requirement on all properties with large or high-quality areas of natural resources.

Posed By: Mr. Jay Reigart

Second: Mr. John Osguthorpe

Vote: Unanimous Approval

9. Action Plan Item G-2

Motion: Accept Action Plan Item G-2 as is.

Posed By: Mr. Jay Reigart

Second: Mr. John Osguthorpe

Vote: Unanimous Approval

10. Action Plan Item G-3

Motion: Accept Action Plan Item G-3 as is.

Posed By: Mr. Jeff Hardee

Second: Mr. John Osguthorpe

Vote: Unanimous Approval

11. Action Plan Item G-4

Motion: Accept Action Plan Item G-4 revised as follows:

Modify zoning and land development definitions so that federal lands, wetlands, and stormwater ponds are not included in open space calculations.

Posed By: Mr. Jay Reigart

Second: Mr. John Osguthorpe

Vote: Unanimous Approval

12. Action Plan Item G-5

Motion: Accept Action Plan Item G-5 as is.

Posed By: Mr. Jay Reigart

Second: Mr. Thomas Crimi

Vote: Unanimous Approval

13. Action Plan Item G-6

Motion: Accept Action Plan Item G-6 revised as follows:

Promote the use of engineered septic systems, and particularly proprietary septic systems.

Posed By: Mr. Jay Reigart
Second: Mr. Thomas Crimi
Vote: Unanimous Approval

14. Action Plan Item H-2

Motion: Accept Action Plan Item H-2 revised as follows:

Adopt a Low-Impact Development Ordinance to minimize stormwater runoff and impact from septic systems.

Posed By: Mr. James Gardner
Second: Mr. Jay Reigart
Vote: Unanimous Approval

15. Action Plan Item H-4

Motion: Accept Action Plan Item H-4 revised as follows:

Review existing land development regulations to ensure that all new developments are required to conduct an assessment of cumulative impacts on the natural environment.

Posed By: Mr. Jay Reigart
Second: Mr. Thomas Crimi
Vote: Unanimous Approval

16. Action Plan Item J-2

Motion: Accept Action Plan Item J-2 as is.

Posed By: Mr. Jay Reigart
Second: Mr. John Osguthorpe
Vote: Unanimous Approval

17. Action Plan Item J-4

Motion: Accept Action Plan Item J-4 as is.

Posed By: Mr. Jay Reigart
Second: Mr. Thomas Crimi
Vote: Unanimous Approval

18. Action Plan Item J-5

Motion: Accept Action Plan Item J-5 revised as follows:

Work with the US National Forest Service to protect and maintain the tree canopy along Hwy 17 and in other areas adjacent to the Francis Marion National Forest.

Posed By: Mr. Jeff Hardee
Second: Mr. James Gardner
Vote: Unanimous Approval

19. Action Plan Item K-1

Motion: Accept Action Plan Item K-1 as is.
Posed By: Mr. Dave Osguthorpe
Second: Mr. James Gardner
Vote: Unanimous Approval

20. Action Plan Item K-2

Motion: Accept Action Plan Item K-2 revised as follows:

Modify density regulations in each district to preserve the rural density of the Town and encourage new development to connect to the Town's public water distribution system.

Posed By: Mr. James Gardner
Second: Mr. Jay Reigart
Vote: Unanimous Approval

G. Closing Remarks –

Town Administrator, Mrs. Katharine Watkins clarified with the Planning Commission that “we” would make the edits to the Comprehensive Plan and send it back out to the Planning Commission. The Planning Commission is to review the document as a whole with the edits and redlines. There was one Guiding Principle that was left to discuss at next Planning Commission meeting. Once the Planning Commission gets to wordsmith the final Guiding Principle and given approval to the Comprehensive Plan, it would then go to Town Council.

H. Adjournment -

Motion: Motion to adjourn.
Posed By: Mr. Jay Reigart
Second: Mr. Jeff Hardee
Vote: Unanimous Approval
Meeting ended at 7:40 pm

MINUTES APPROVED DURING APR 2025 PLANNING COMMISSION MEETING

*REVISED DRAFT MINUTES – FEB 2025 PLANNING COMMISSION MEETING
Respectfully submitted on Thursday, March 20th, 2025 by Takeya White*

*DRAFT MINUTES – FEB 2025 PLANNING COMMISSION MEETING
Respectfully submitted on Wednesday, March 5, 2025 by Takeya White*