



**SURFSIDE BEACH PLANNING & ZONING COMMISSION  
TOWN COUNCIL CHAMBERS  
JUNE 3, 2014 ♦ 6:00 P.M.**

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1. **CALL TO ORDER.**

Chairman Pruitt called the Planning & Zoning Commission meeting to order at 6:00 p.m. Commission members present: Chairman Pruitt, and members Abrams, Crone, Elliott, Johnson, Lauer, and Lowery. A quorum was present. Others present: Planning Director Morris, and Town Clerk Herrmann.

Chairman Pruitt welcomed new member Anita Crone to the commission.

2. **PLEDGE OF ALLEGIANCE.**

Chairman Pruitt led the Pledge of Allegiance.

3. **AGENDA APPROVAL.**

Ms. Elliott moved to approve the agenda as presented. Ms. Johnson seconded. All voted in favor. **MOTION CARRIED.**

4. **MINUTES APPROVAL.**

Ms. Abrams moved to approve the March 4, 2014 meeting minutes as submitted. Ms. Lowery seconded. All voted in favor. **MOTION CARRIED.**

5. **DIRECTOR'S REPORT.**

Ms. Morris presented her written report, a copy of which is on file. Staff was busy working with the Community Rating System (CRS) with FEMA (Federal Emergency Management Agency). CRS has a point system by which town businesses and residents in a flood zone could lower their flood insurance premiums. The current rating is a 9, which gives a 5-percent discount. FEMA amended the CRS guidelines affecting the town's point rating, which is likely to go to 10, which is the lowest rating. Staff has worked hard along with the planning commission and the CRS focus group to increase the points. One subdivision plat that included wetlands was approved to split a single lot into two (2) lots. Permit statistics: March 190 issued; April 177 issued, and May 172 issued. Code enforcement continues to work on weekends.

6. **BUSINESS.**

There was no business to be discussed.

7. **DISCUSSION ITEMS.**

**A. Discussion regarding changes to the setback requirements in the C-3 District (Pier area) for commercial uses.** Ms. Morris presented a slide show and explained that this district is the business area around the pier up Surfside Drive about three blocks. The commission was asked if they would consider changing the setback requirements for the C-3 district to promote more business development instead of residential uses. The current setbacks were: 20-foot front; 10-foot rear; side yard setbacks vary -- 2.5 stories or less require 5-feet; higher than 2.5 stories require 10-feet. The recommendation was to leave the side setbacks as they currently exist, because of fire issues. However, the front and rear setbacks could be changed to as low as zero. After much discussion, some members

55 preferred a 5- or 10-foot front setback to allow for landscaping and/or signage. **COMMISSION**  
56 **CONCURRED to have** Ms. Morris bring the issue at a future meeting to consider as a business item.  
57

58 **B. Discussion – Land Development proposed changes directly related to the Community**  
59 **Rating System (CRS).** CRS is based on a point system. Achieving 500 points takes the town to a new  
60 grade. The goal is to attain a 7 rating the first time; currently, because of FEMA's revisions, the town is  
61 probably a 10. To accomplish that goal, the zoning ordinances, flood ordinances, land development, and  
62 several other codes will need to be revised.  
63

64 A specific requirement is to have an established setback for wetlands in addition to the setback  
65 established from the critical line at the ocean. There are wetlands on Dogwood Lake and most likely  
66 some other locations in town. A plot she just approved had wetlands that encroached on the property  
67 further than the setback requirement. Establishing a wetlands setback would prevent any construction  
68 too close to a wetlands area. Staff recommends a wetlands setback of 10-feet, which would be the  
69 closest area any building could occur. Any existing construction or approved plans would not be affected.  
70 After discussion about how many lots might be involved that have wetland areas, avoiding unintended  
71 consequences for instance, if a small lot had a large wetland area that would prohibit building, and other  
72 issues, the **COMMISSION CONCURRED to consider a wetlands setback at the July meeting.**  
73

74 A recommendation was offered to establish a percentage of open space requirement for lots over  
75 a certain size that have natural flood functions, or are located within a special flood hazard area. There  
76 are no other areas in the town to subdivide, except for one or two lots. CRS was referring to a larger  
77 area, 5 acres or more. The only property that size is commercial property and is not located in a flood  
78 zone. There are several commercial businesses and/or properties that are not being built on that have  
79 natural flood functions, i.e. wetlands areas, streams, or small ditches passing through the property. The  
80 proposal would require that when the property was improved that those natural wetland areas, streams,  
81 or small ditches would have to remain undisturbed or be mitigated elsewhere on the site. Ms. Abrams  
82 said there are one and one-half acres that were restricted and could not be developed. She asked if the  
83 town could get credit for that property remaining in its natural state. Ms. Morris said yes, the new FEMA  
84 guidelines state that when property is under restrictive covenants, credit can be given with a copy of the  
85 restrictive covenants. Ms. Abrams said she would send a restrictive covenants copy to Ms. Morris.  
86 **COMMISSION CONCURRED to consider as a business item.**  
87

88 Ms. Morris said the next consideration was to codify lighting conditions on beach front  
89 development. Lighting requirements were currently a matter of policy now to help protect the sea turtles,  
90 and it would be very easy to offer an ordinance. The town is the only coastal town without such an  
91 ordinance. **COMMISSION CONCURRED to consider as a business item at the July meeting.**  
92

93 Ms. Morris asked the commission if it would reconsider requiring buffers on the shoreline of  
94 stormwater detention ponds. During discussions of the previous recommendation to Town Council, some  
95 councilmembers believed that the buffers constituted a "taking." A legal opinion was received that said  
96 requiring buffers was not a taking. If the town protects its shoreline, the town would be awarded many  
97 points by the CRS. Buffers would help prevent erosion, promote natural habitat, and also affect several  
98 other areas. After discussion, **COMMISSION CONCURRED to revisit buffers for a recommendation**  
99 **to Town Council.** Ms. Morris explained that all CRS recommendations that involved zoning, land  
100 development, and the shoreline would be presented to the planning commission at one time for  
101 consideration and a recommendation to Town Council as a complete package.  
102

103 **C. Any other matters of concern or information to be discussed by Planning Commission.**  
104

105 Ms. Johnson kept hearing complaints about the large trucks with advertising, like the Valentino's  
106 truck. Ms. Abrams expressed the same concern. Ms. Morris said this was an ongoing problem, and she  
107 was checking with other cities to determine how they managed the utility truck advertisements. The  
108 information would be submitted to the planning commission.  
109

110 Mr. Lauer asked if the small political signs posted in town at businesses were allowed. Ms.  
111 Morris said businesses were allowed up to four small signs. If the commission wished to consider it, she  
112 would be glad to gather information. The signs were checked daily; signs posted in the rights-of-way  
113 were removed. **COMMISSION CONCURRED to reconsider temporary signage ordinances to clean**  
114 **up Highway 17.**

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116 **10. PUBLIC COMMENTS - General.**

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118 Ms. Terri Lauer, Harbor Lights Drive, thought that the recently adopted overlay ordinance  
119 addressed violations of trucks parked in different areas and a 5-foot landscaping requirement in front of  
120 buildings. Chairman Pruitt explained that the overlay rules only applied in certain conditions.

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122 **11. COMMISSION COMMENTS.**

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124 Ms. Johnson, Ms. Lowery, Ms. Elliott, and Mr. Lauer welcomed Ms. Crone to the commission,  
125 and welcomed others who were reappointed.

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127 **12. ADJOURNMENT.**

128  
129 Ms. Lowery moved to adjourn at 6:48 p.m. Mr. Lauer seconded. All voted in favor. **MOTION**  
130 **CARRIED.**

131  
132 Respectfully submitted,

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135 Debra E. Herrmann, CMC, Town Clerk

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138 Approved by duly adopted motion on July 1, 2014.

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142 Mikey Pruitt, Chairman

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144 Clerk's Note: This document constitutes minutes of the meeting that was digitally recorded. These are action minutes and not intended to be a  
145 complete transcript. Appointments to hear recordings may be made with the town clerk. In accordance with FOIA, meeting notice and the  
146 agenda were distributed to local media and interested parties. The agenda was posted on the entry door at Town Council Chambers, and in the  
147 Town Hall reception area. Meeting notice was also posted on the town marquee.