

Planning Commission

Theodore D. Washington Municipal Building, 20 Bridge Street, Henry “Emmett” McCracken Jr.
Council Chambers

November 15, 2023

I. CALL TO ORDER

Chairwoman Denmark called the meeting to order at 5pm.

II. ROLL CALL

PRESENT

Chairwoman Amanda Jackson Denmark

Vice Chairman Charlie Wetmore

Commissioner Michael Brock

Commissioner Rich Delcore

Commissioner Lydia DePauw

ABSENT

Commissioner Jim Flynn

Commissioner Jason Stewart

III. ADOPTION OF THE AGENDA

Commissioner Delcore made a motion to adopt the agenda as written.

Seconded by Vice Chairman Wetmore.

Voting Yea: Chairwoman Jackson Denmark, Vice Chairman Wetmore, Commissioner Brock,
Commissioner Delcore, Commissioner DePauw

All were in favor and the motion passed.

IV. ADOPTION OF MINUTES

1. October 25, 2023 Minutes

Commissioner Brock made a motion to adopt the minutes as written.

Seconded by Commissioner DePauw.

Voting Yea: Chairwoman Jackson Denmark, Vice Chairman Wetmore, Commissioner Brock,
Commissioner Delcore, Commissioner DePauw

All were in favor and the motion passed.

V. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA*

VI. OLD BUSINESS

1. **Big Blue Marble Academy (Certificate of Appropriateness- Highway Corridor Overlay):** A request by Samantha Kozlowski, Development Manager, on behalf of the parcel owners EIG14T BBMA SC BLUFFFTON, LLC, for approval of a Certificate of Appropriates – Highway Corridor Overlay. The project consists of the landscape, lighting and architecture for Big Blue Marble Academy, a 11,293 SF one-story square foot childcare facility including an outdoor

child play area and associated parking, located at the intersection of Mill Creek Boulevard and Okatie Highway (SC HWY 170) off Slater Street in the Jones Estate PUD, within the Cypress Ridge Master Plan. (COFA-03-23-017836) (Staff - Katie Peterson)

The applicant was in attendance. Staff reviewed the changes to the project that have occurred since the past two meetings. Those changes included the hvac units on the roof, the landscape plan and roof pitch.

Vice Chairman Wetmore made a motion to approve the application with the following conditions:

1. The Planning Commission determined the use of LEDs as a substitute lighting type for those listed in Section 4.23.3.C.2.a.2. of the ZDSO.
2. All comments must be addressed, and a Final Development Plan must be approved prior to issuance of the Certificate of Appropriateness – HCO.
3. Signage Permits must be submitted to the Town of Bluffton for review and approval for the signage proposed at each site in the proposed development. It is determined that in this rare instance, as an exception to the roof pitch requirement in Section 5.15.12(A) of the BZDSO in order to maintain the lower main roof mass and retain appropriate proportions with the dormers of this single-story structure, the four dormers may retain the 3:12 roof pitch, which is less than the normal 4:12 requirement.
4. The mechanical may not be beyond the line of the roof, to be not visible when from the Hwy 170, and will be upheld at inspection.

Seconded by Commissioner Brock.

There was discussion amongst the Commissioners about adding the condition of the bracket design in the gabled end.

Vice Chairman Wetmore made a motion to amend his motion to include a fifth condition stating that the bracket in the gabled end be redesigned to appropriately support the roof structure, rather than look only applied.

Seconded by Commissioner Brock.

Voting Yea to amend the motion: Chairwoman Jackson Denmark, Vice Chairman Wetmore, Commissioner Brock, Commissioner Delcore, Commissioner DePauw

The motion to include the fifth condition passed.

There was a vote on the amended motion.

Voting Yea: Vice Chairman Wetmore, Commissioner Brock, Commissioner Delcore

Voting Nay: Chairman Jackson Denmark, Commissioner DePauw

The amended motion passed 3-2.

VII. NEW BUSINESS

1. **Adoption of 2024 Planning Commission Meeting Dates:** (Staff - Katie Peterson)

Vice Chairman Wetmore made a motion to approve the meeting dates as submitted.

Seconded by Commissioner Delcore.

Voting Yea: Chairwoman Jackson Denmark, Vice Chairman Wetmore, Commissioner Brock, Commissioner Delcore, Commissioner DePauw

All were in favor and the motion passed.

2. Adoption of 2024 Development Review Committee Meeting Dates: (Staff - Katie Peterson)

Vice Chairman Wetmore made a motion to approve the meeting dates as submitted.

Seconded by Commissioner Delcore.

Voting Yea: Chairwoman Jackson Denmark, Vice Chairman Wetmore, Commissioner Brock, Commissioner Delcore, Commissioner DePauw

All were in favor and the motion passed.

VIII. DISCUSSION

IX. ADJOURNMENT

Commissioner Brock made a motion to adjourn.

Seconded by Vice Chairman Wetmore.

Voting Yea: Chairwoman Jackson Denmark, Vice Chairman Wetmore, Commissioner Brock, Commissioner Delcore, Commissioner DePauw

All were in favor and the motion passed. The meeting adjourned at 5:42pm.