



**Planning Board Meeting Minutes
Community Building
223 E. Bay Street
November 18, 2021
6:00 P.M.**

Members Present: Tish Hatem, Will Hewett, Scott Jones, Christopher Jones, Dick Sloan, Gustavo Mibelli, Maureen Meehan, Sue Hodgins, and Donnie Joyner (via conference call)

Members Absent: None

Staff Present: Thomas Lloyd, Development Services Director
Tanya Shannon, Deputy Clerk
Ralph Treadway, Battalion Fire Chief

Board of Aldermen Liaisons: Karen Mosteller and John Allen

1. Chairman Tish Hatem called the meeting to order at 6:00 p.m.
2. The Invocation was led by Mr. Donnie Joyner
3. The Pledge of Allegiance was led by Chairman Hatem.
4. Motion to approve the October 21, 2021, regular meeting minutes by Ms. Maureen Meehan, and second by Mr. Scott Jones. ***Unanimous vote; motion carried.***
5. Motion to approve the agenda by Mr. Will Hewett, and second by Mr. Scott Jones. ***Unanimous vote; motion carried.***
6. Public Comment:
 - Ms. Kathy Cabral; 308 W. West Street wanted to know how to retrieve an application for an appointment to the Planning Board. Deputy Clerk, Ms. Tanya Shannon directed her to the City's website for an application or to have the Clerk email her the application directly.

7. Old Business:

A. Land Swap Consideration: St. Philips Episcopal Church

Development Services Director, Mr. Thomas Lloyd gave an overview of the proposed land swap with St. Philips Episcopal Church. He explained that the church currently has a sidewalk that is currently encroaching on the City's Old City Hall/Courthouse property. In the process of discussing a permanent easement for the sidewalk encroachment, the church has asked if the City would be interested in performing a land swap of a portion of their property for a portion of the City's property. The Board of Aldermen has requested that the Planning Board review the request and make a

recommendation. A review committee was established at the October Planning Board meeting to discuss the proposal in more detail. The Committee has scheduled a meeting with the church's Parishioner Mr. Bill Bittenbender to go over the specifics and then report back to the Planning Board.

8. New Business:

A. Major Site Plan: Osprey Landing Amenity Center, submitted by Paramount Engineering on behalf of Bill Clark Homes.

Mr. Lloyd gave an overview of the proposed Site Plan. He said the Amenity Center is proposed to include a 400-sf building, 500 sf covered patio, and a pool recreation area. The Community Amenity Center is not to be used for commercial activities, and that construction cannot begin on the Amenity Center until after the first phase of the site plan is approved.

He said there is 27,000 sf of impervious area allocated for the Amenity Center, and the Site Plan shows 40 ft of Open Space between the pool area and the perimeter of the property.

In accordance with the UDO one parking space is required for every 400 sf of recreation area. Twenty three spaces are required, and thirty two spaces are provided.

In the Parking Facility Landscaping, each island is incorporated with dwarf yaupon shrubs and a Live Oak canopy tree. Five of the Landscaping Islands incorporate existing trees, including two Live Oaks. Six additional trees are being removed in addition to the prior approved landscaped plan due to the location of the pool being shifted. There are seven Live Oaks being planted in the parking area. There will also be ten Live Oak trees and twelve Magnolia trees being planted in the area around the pool in addition to some existing trees to help buffer the area. For foundation plantings, 168 sf of yew pines and dwarf yaupon hollies are provided. The site plan also shows the dumpster as being screened by yew pines.

Mr. Mike Nichols with Paramount Engineering was present to answer any questions. He reiterated the tree and landscape plan and the idea to preserve and protect the existing trees. He said they also plan to plant some large magnolias and live oaks that will provide a large canopy. He said American Hollies will be planted to fill in any gaps. Mr. Nichols said that they do not plan to exceed the parking spaces proposed, but they did allot for residents to park in some spaces that would allow them to retrieve their mail from the designated mailbox station.

It was the consensus of the Board to establish a Review Committee to discuss the plans in more detail. Mr. Christopher Jones, Ms. Maureen Meehan, and Ms. Sue Hodgins volunteered for the Review Committee.

B. Major Subdivision: Lookout Point Subdivision, submitted by Kenneth Knott on behalf of Gordon Armstrong.

Mr. Lloyd explained that the application is for a subdivision that is located at the end of Lookout Point Dr. The property is on 2.45 acres, and the applicants are requesting to subdivide it into a 65,983.9 sf lot and a 34,543 sf lot. He said that lots on the turning circle of a cul-de-sac may have individual minimum frontages of 40 feet per

lot. Both have over 100 ft of frontage on the cul-de-sac. The cul-de-sac is to be a private ROW that will be maintained by the lot owners. Mr. Lloyd said that the water and sewer will be connected to the existing infrastructure at Lookout Point Drive and designated open space will not be required since the project is proposed to be on only 2 lots.

Mr. Cothran Harris the architect for the applicants was present to answer any questions.

The Board agreed to establish a Review Committee to go over the plans in more detail. Mr. Will Hewett, Mr. Dick Sloan, and Ms. Sue Hodgins volunteered for the Committee.

9. Other Business:

Mr. Lloyd said that new copies of the UDO will be issued to the Board with the latest updates.

10. Announcements:

Mr. Donnie Joyner announced that the annual Black History Month event will be in person in February.

Chairman Hatem wished everyone a Happy Thanksgiving and invited everyone to come and enjoy the Tree Lighting Ceremony at Whittler's Bench on November 26th at 6:00 P.M.

Adjourn:

There being no further questions or comments Mr. Dick Sloan made a motion to adjourn, and second by Mr. Scott Jones ***Unanimous vote; motion carried.***

Meeting adjourned at approximately 6:20 P.M.

Chairman, Tish Hatem

Deputy Clerk, Tanya Shannon