

# Planning Commission



## Minutes of the Thursday, December 19, 2013 Meeting

### *Members of the Planning Commission*

Woods Burnett  
*Chairman*

Leonard Carter, Jr.

Bob Clark

Richard Fletcher

Timothy V. Key

JoAnn McKie

Larry Watts

### **REGULAR MEETING**

Prior to the start of the meeting, Ms. DeCamp provided Commissioners with revised building elevations for the guest cottages proposed as part of Application SP 13-003.

1. **Call to Order** – The regular meeting of December 19, 2013, having been duly publicized, was called to order by Chairman Woods Burnett at 7:00 p.m.
2. **Roll Call** – Members present were Chairman Burnett and Commissioners Len Carter, Bob Clark, Richard Fletcher, Tim Key and Larry Watts. Commissioner JoAnn McKie joined the meeting at 7:13 p.m. Also in attendance were Christine DeCamp, AICP, Planner; two members of the Order of St. Helena (OSH), the applicant; and the applicant's representatives.
3. **Approval of Minutes** – The minutes of the Regular Meeting of November 21, 2013 were approved as written.
4. **Confirmation of Agenda** – There were no changes to the agenda.
5. **Application SP 13-003** – A request by the Order of St. Helena for approval of a preliminary major site plan for a monastery to be located at 414 Savannah Barony Drive.

Commissioner Fletcher recused himself from Planning Commission discussion and consideration of this agenda item due to a financial interest in the project and left the Council Chambers at 7:02 p.m.

Ms. DeCamp briefly reviewed the application as outlined in Staff Report SP 13-003 and stated that, per the major site plan approval process outlined in the Development Code, the applicant submitted a preliminary site plan for Planning Commission consideration. If the Commission approves the preliminary plan, the applicant will submit a final and more detailed major site plan that will be reviewed by city staff for conformity with all requirements of the Code prior to final approval.

Ms. DeCamp stated that Mary Beth Robinson of Cranston Engineering Group, PC, and Bill Palladino of Cheatham, Fletcher and Scott Architects, PC, were present at the meeting to address Commissioners' questions.

Lois Miller, OSH, introduced herself, Sister Ellen Francis, OSH and Phillip Christman, the Order's business consultant. Sr. Mary Lois stated that the members of the Order look forward to relocating to North Augusta and offered to respond to Commissioners' questions.

**Consideration of Application SP 13-003** – Commissioners asked questions and commented on various aspects of the proposed plan, including site access, legal impact of the planned cemetery, environmentally sensitive areas on the site, the anticipated level of tree disturbance, potential drainage issues and stormwater requirements. Commissioners stated that the project and the Order are a welcome addition to the City.

Ms. Robinson, Mr. Christman and Ms. DeCamp responded to Commissioners' questions and comments.

**Commissioner Clark moved to approve Application SP 13-003, the Preliminary Major Site Plan for the Order of St. Helena Monastery.**

**Commissioner Carter seconded the motion. Commissioner McKie joined the meeting at 7:13 p.m. and did not vote on the motion.**

**The motion passed 5-0.**

Commissioner Fletcher returned to the Council Chambers at 7:14 p.m.

**6. Staff Reports** – Ms. DeCamp:

- Referenced the November monthly report as well as supplemental reading material included in the Commission agenda packet;
- Expressed the Planning and Development Department's appreciation for Commissioners' service to the City in 2013.

**7. Adjourn** – Chairman Burnett called for a study session on Thursday, January 16 or sooner, to discuss the proposed Development Code amendment related to steep slope development. The purpose of the session is to provide staff and Commissioners the opportunity to compare and discuss the two amended language versions provided to the City Council.

With no objection, Chairman Burnett adjourned the meeting at 7:17 p.m.

Respectfully Submitted,

Christine DeCamp, AICP, Planner, for  
Scott Sterling, AICP  
Interim Director of Planning and Development  
Secretary to the Planning Commission