TOWN OF SEABROOK ISLAND
Planning Commission Regular Meeting
March 10, 2021 – 1:30 PM

Virtual Meeting (Zoom)
Watch Live Stream (YouTube)

Participate in the Virtual Meeting: Individuals who wish to participate in the virtual meeting via Zoom may access the meeting as follows:

- Instructions for Joining & Participating in the Virtual Meeting
- To join by computer, tablet or mobile device: Access Zoom Meeting
- To join by phone: Call (646) 558-8656 *Please note that long distance rates may apply*
- Meeting ID: 851 4088 6472  Passcode: 231983

Submit a Written Comment: Individuals who wish to submit a comment in advance of the meeting may do so in writing by 12:00 pm on the day of the meeting sing one of the following options:

- Email: jcronin@townofseabrookisland.org
- Mail or Hand Deliver: 2001 Seabrook Island Road, Seabrook Island, SC 29455

Watch Live Stream Video: The meeting will be live streamed on the town’s YouTube channel beginning at 1:30 pm.

- Watch Live: Live Stream Video (YouTube)

AGENDA

CALL TO ORDER

APPROVAL OF MINUTES


OLD BUSINESS ITEMS

There are no Old Business Items

NEW BUSINESS ITEMS

1. Commercial Site Plan Review: Seabrook Island Club Rest Station [Pages 5–17]

Request from the Club at Seabrook Island to review and approve a proposed rest station at the Seabrook Island Golf Club

ITEMS FOR INFORMATION / DISCUSSION
There are no Items for Information / Discussion

ADJOURN
Present: Ken Otstot (Chair), Stan Ullner (Vice Chair), Wayne Billian, Jim Newton, Sharon Welch, Joe Cronin (Town Administrator)

Absent: None

Guests: Matt Clark (PGA), Tony Woody (Thomas & Hutton), Paul Ford (Reveer Group)

Chairman Otstot called the meeting to order at 1:32 PM and welcomed everyone in attendance. Town Administrator Cronin confirmed that the requirements of the Freedom of Information Act were fulfilled, and the meeting agenda was properly posted.

APPROVAL OF MINUTES

1. **Regular Meeting: January 13, 2021**: Dr. Ullner made a motion to approve the minutes from the January 13, 2021, meeting as submitted. Mr. Newton seconded the motion. The motion was **APPROVED** by a vote of 5-0.

OLD BUSINESS ITEMS

1. **Temporary Encroachment Permit: 2021 PGA Championship Parking**: Town Administrator Cronin provided members with a brief overview of the request, the purpose of which was to review and approve a temporary encroachment permit for off-site parking related to the 2021 PGA Championship on Kiawah Island. The off-site parking would be located on the property behind Freshfields Village. The applicants were seeking to install an additional access point on Seabrook Island Road primarily to alleviate the impact to the traffic circle at Freshfields by allowing patrons to be directed in either direction as conditions warrant. Mr. Matt Clark (PGA) and Mr. Tony Woody (Thomas & Hutton) provided additional information regarding the request. The town’s on-call transportation consultant, Paul Ford (Reveer Group) also provided a report to the Planning Commission stating that the findings of the traffic study were reasonable.

Chairman Otstot asked if the PGA was able to get in touch with SIPOA to discuss limiting contractor traffic during the tournament. Mr. Clark stated that he had reached out to SIPOA but had not yet received a response. Ms. Welch stated that shutting down contractors for a week would adversely impact local contractors and property owners.
There being no further discussion, Chairman Otstot asked for a motion. Ms. Welch made a motion to approve the temporary encroachment permit. Dr. Ullner seconded the motion. The motion was **APPROVED** by a vote of 5-0.

**NEW BUSINESS ITEMS**

*There were no New Business Items.*

**ITEMS FOR INFORMATION / DISCUSSION**

1. **Proposed Changes to Charleston County ZLDR:** Town Administrator Cronin provided members with an update regarding proposed changes to the county’s Zoning and Land Development Regulations Ordinance (ZLDR). He stated that county staff had prepared amendments to the R-4 district which were requested by the county’s Planning Commission, but that the proposed language was even more concerning than the original language due to the potential to allow up to 8 dwelling units per acre. He stated that both he and the mayor had submitted written comments to the county, as had the mayor of Kiawah Island and the Johns Island Task Force. Additional information will be provided to members once it becomes available.

There being no further business, Chairman Otstot asked for a motion to adjourn. Ms. Welch made a motion to adjourn the meeting. Mr. Newton seconded the motion. The motion was **APPROVED** by a vote of 5-0, and the meeting was adjourned at 2:00 PM.

Minutes Approved:  
Joseph M. Cronin  
Town Administrator
TO: Planning Commission Members  
FROM: Joseph M. Cronin, Town Administrator  
SUBJECT: Commercial Plan Review: Seabrook Island Golf Club Rest Station  
MEETING DATE: March 10, 2021

The Planning Commission is asked to review and approve a request from the Club at Seabrook Island to construct a new rest station (ie. stand-alone restroom facility) on the golf course. The rest station will be located on Charleston County Tax Map # 147-00-00-027, near the intersection of Seabrook Island Road and Oyster Catcher Court, and adjacent to the existing cart pat.

The total area of the proposed building will be approximately 300 square feet. The enclosed part of the rest station will be 14’ wide by 13’ 4” deep, or 187 square feet, and will include two individual restrooms. A covered entrance, which will be 13’4” wide by 8’ deep, as well as access from the pathway, are also included. From the slab to the top of the roof, the building will be 15’ tall.

The property is zoned PDD-Parks & Recreation and is properly zoned for a golf course and accessory structures.

Copies of the proposed site plan, architectural renderings, and proposed materials/colors are included for review.

Staff Recommendation

The proposed rest station was reviewed by town staff and found to comply with all requirements of the Development Standards Ordinance. Therefore, staff recommends in favor of APPROVAL of the request, subject to the Planning Commission’s review and approval of proposed materials and colors.

While Article 14 of the Development Standards Ordinance required Planning Commission review of both a Preliminary and Final Site Plan, given the limited scope of this project, as well as its conforming status, staff recommends approving the drawing as submitted and waiving the requirement for an additional Final Site Plan Review.

Respectfully submitted,

Joseph M. Cronin  
Town Administrator
THESE DRAWINGS & SPECIFICATIONS ARE THE INSTRUMENTS OF PROFESSIONAL SERVICES PROVIDED BY MICHAEL E. KARAMUS ARCHITECT, L.L.C. AS SUCH, THESE DRAWINGS ARE NOT TO BE USED OR REPRODUCED, EITHER IN PART OR WHOLLY BY ANY PARTIES FOR ANY USE OTHER THAN THE PROJECT DESCRIBED HEREIN. ALL INFORMATION CONTAINED IN THESE DOCUMENTS, BOTH WRITTEN AND VISUAL, IS AND SHALL REMAIN THE PROPERTY OF MICHAEL E. KARAMUS ARCHITECT, L.L.C.
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MATERIALS

- **Bituthane**: Used for waterproofing and sealing.
- **30# Building Felt**: Used for additional waterproofing layers.
- **Sill**: Provides a base for window or door installation.
- **Jamb**: The vertical part of a window or door frame.
- **Head**: The horizontal part of a window or door frame above the jamb.
- **Metal Flashing**: Used to prevent water from entering the structure.
- **Exterior Soffit Panels**: Paneling used for the underside of an overhang.
- **Exterior Trim**: Trimeply used for the edges of walls and other structures.
- **Cementitious Soffit Panels**: Durable panels used for soffit areas.

**Detail Descriptions**

**Step One**: Create first layer of bottom pan for each opening. Cover sill and extend 6” below and to each side. Leave 1” of the backing on the bottom of flap to lap over and adhere to row of siding.

**Step Two**: Apply a layer of bottom pan for each opening. Cover sill and extend 6” below and to each side. Leave 1” of the backing on the bottom of flap to lap over and adhere to row of siding.

**Step Three**: Fold moisture barrier installed in step two against face of building.

**Step Four**: Place moisture barrier 6” high and extending 6” to each side over previous installation.

**Step Five**: Sheathing, rough framing, and trim manufactured as per plans. See sections.

**Typical Window Flashing Application**

1. Create first layer of bottom pan for each opening. Cover sill and extend 6” below and to each side. Leave 1” of the backing on the bottom of flap to lap over and adhere to row of siding.

2. Apply a layer of bottom pan for each opening. Cover sill and extend 6” below and to each side. Leave 1” of the backing on the bottom of flap to lap over and adhere to row of siding.

3. Fold moisture barrier installed in step two against face of building.

4. Place moisture barrier 6” high and extending 6” to each side over previous installation.

5. Sheathing, rough framing, and trim manufactured as per plans. See sections.

**Typical Window Flashing Detail**

1. Cover sill and extend 6” below and to each side. Leave 1” of the backing on the bottom of flap to lap over and adhere to row of siding.

2. Apply a layer of bottom pan for each opening. Cover sill and extend 6” below and to each side. Leave 1” of the backing on the bottom of flap to lap over and adhere to row of siding.

3. Fold moisture barrier installed in step two against face of building.

4. Place moisture barrier 6” high and extending 6” to each side over previous installation.

5. Sheathing, rough framing, and trim manufactured as per plans. See sections.

**Main Roof Soffit Detail**

1. Cover sill and extend 6” below and to each side. Leave 1” of the backing on the bottom of flap to lap over and adhere to row of siding.

2. Apply a layer of bottom pan for each opening. Cover sill and extend 6” below and to each side. Leave 1” of the backing on the bottom of flap to lap over and adhere to row of siding.

3. Fold moisture barrier installed in step two against face of building.

4. Place moisture barrier 6” high and extending 6” to each side over previous installation.

5. Sheathing, rough framing, and trim manufactured as per plans. See sections.

**Notes**

- **Bituthane**: Used for waterproofing and sealing.
- **30# Building Felt**: Used for additional waterproofing layers.
- **Sill**: Provides a base for window or door installation.
- **Jamb**: The vertical part of a window or door frame.
- **Head**: The horizontal part of a window or door frame above the jamb.
- **Metal Flashing**: Used to prevent water from entering the structure.
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NOTE: THESE DRAWINGS ARE FOR REFERENCE ONLY AND SPECIFICALLY REFER TO ANSI 117.1 FOR ACCESSIBILITY.
TO RESIST FLOATATION, COLLAPSE & LATERAL MOVEMENT DUE TO PAINT. TOUCH UP AFTER ERECTION.

COLD-FORMED METAL STUDS SHALL CONFORM TO ASTM A653 (Fy = 33.0 KSI) AND SHALL BE CLARK PCS SERIES APPROVED EQUAL.

NO WATER SHALL BE ADDED TO THE CONCRETE AT THE SITE UNLESS FOR THE STABILITY OF THE STRUCTURE DURING ALL PHASES OF THE PROJECT.

THE MORE SUBSTANTIAL REQUIREMENT SHALL BE ASSUMED TO THE ARCHITECT FOR ALL STRUCTURAL COMPONENTS AND DIAGRAMS FOR THE COMPLETION OF THE WORK.

THE CONTRACTOR SHALL BE RESPONSIBLE TO SEE THAT ALL REBAR IS PLACED IN THE STARTING TOGETHER, AS NOTED.

FIELD SPLICES SHALL BE DESIGNED AND CONSTRUCTED TO DEVELOP THE FULL CAPACITY OF THE MEMBER IN BENDING, SHEAR, AND AXIAL STRESS, 2,000,000 PSI MODULUS OF ELASTICITY BY TRUS JOIST MACMILLAN.

CONCRETE MASONRY SHALL HAVE A MINIMUM Fb OF 1,500 PSI. THIS NET AREA COMPRESSIVE STRENGTH OF 2000 PSI WHEN USED IS PROPERLY PLACED.

THE CONTRACTOR SHALL ALLOW A MINIMUM OF 15 WORKING DAYS FOR REVIEW AND APPROVAL OF ALL SHOP DRAWINGS. THE CONTRACTOR PROCEEDING WITHOUT APPROVED SHOP DRAWINGS IS DOING SO AT HIS OWN RISK.

THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING HIS MECHANICAL VIBRATING EQUIPMENT SUPPLEMENTED BY HAND SPADING AND TAMING AS NECESSARY.

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PROVIDE SOLID WOOD SHEATHING BETWEEN ALL JOISTS AND ALL STUDS AND TO BE ATTACHED TO EACH OTHER WITH STAINLESS STEEL HURRICANE ANCHORS (SIMPSON TS12 OR EQUAL). PROVIDE 1/2" EXT GR PLYWD OR OSB PANELS FOR ALL EXTERIOR DOORS AND WINDOWS. PRE-CUT PANELS SHALL BE FASTENED (PROVIDE BLOCKING AS NECESSARY).

13. ALL CONCRETE SHALL BE THE MAXIMUM ALLOWED BY THE LATEST EDITION OF THE "MANUAL OF STEEL CONSTRUCTION" BASED ON THE THICKNESS OF THE MATERIAL.

14. ALL NON-SHRINK POURABLE GROUT SHALL BE USED UNDER ALL COLUMN AND BEAM PLACING AT ANY POINT WHERE COLUMN, BEAMS, STAINLESS STEEL(SS) HURRICANE ANCHORS (SIMPSON TS12 OR EQUAL) ARE PROVIDED.

15. NON-FREEZE ANCHORS SUPPOSED TO BE USED ON ALL EXPOSURE WALLS AND/OR SHEAR WALLS LOCATED IN FREEZE SPECIFICATIONS. DESIGN SPECIFICATIONS ARE TO BE USED IN THE GEOTECHNICAL REPORT, IF SUPPLIED. ALL GEOTECHNICAL QUESTIONS OR DISCREPANCIES SHALL BE SUBMITTED IN WRITING TO THE ARCHITECT FOR ALL EXISTING SITE CONDITIONS THAT ARE NOT CONSISTENT WITH THE MOST CURRENT EDITION OF ALL APPLICABLE CODES AND STANDARDS THAT DEFINE THE WORK.

16. ALL CONCRETE SHALL BE COMPACTED A MINIMUM OF 98% OF THEIR STANDARD PROCTOR COMPACTED A MINIMUM OF 98% OF THEIR STANDARD PROCTOR COMPACTED A MINIMUM OF 98% OF THEIR STANDARD PROCTOR COMPACTED A MINIMUM OF 98% OF THEIR STANDARD PROCTOR COMPACTED A MINIMUM OF 98% OF THEIR STANDARD PROCTOR COMPACTED A MINIMUM OF 98% OF THEIR STANDARD PROCTOR COMPACTED A MINIMUM OF 98% OF THEIR STANDARD PROCTOR COMPACTED A MINIMUM OF 98% OF THEIR STANDARD PROCTOR COMPACTED A MINIMUM OF 98% OF THEIR STANDARD PROCTOR COMPACTED A MINIMUM OF 98% OF THEIR STANDARD PROCTOR COMPACTED A MINIMUM OF 98% OF THEIR STANDARD PROCTOR COMPACTED A MINIMUM OF 98% OF THEIR STANDARD PROCTOR.

17. ALL CONCRETE SHALL BE PLACED IN FULL ROTAIRE MOLDS OR WITH A 1/2" STEEL FLOOR AS NEEDED.

18. ALL CONCRETE SHALL BE COMPACTED TO THE MAXIMUM ALLOWED BY THE LATEST EDITION OF THE ‘MANUAL OF STEEL CONSTRUCTION’ BASED ON THE THICKNESS OF THE MATERIAL.

19. ALL CONCRETE SHALL BE PLACED IN FULL ROTAIRE MOLDS OR WITH A 1/2" STEEL FLOOR AS NECESARY.

20. ALL CONCRETE SHALL BE COMPACTED TO THE MAXIMUM ALLOWED BY THE LATEST EDITION OF THE ‘MANUAL OF STEEL CONSTRUCTION’ BASED ON THE THICKNESS OF THE MATERIAL.
ONE (1) SWITCH AND ONE (1) OUTLET MAY BE LOCATED BELOW THE BASE FLOOD ELEV., VERIFY THE LOCATION WITH THE OWNER. ALL OTHER ELECTRICAL SWITCHES & OUTLETS SHALL BE 24" ABOVE BFE MINIMUM.

ELECTRICAL LEGEND:
- LIGHT
- OUTLET
- SWITCH
- FAN / LIGHT COMBO UNIT
- CEIL'G MOUNTED LIGHTS & FAN / LIGHT COMBO UNIT
- APPLIANCE OUTLET, 220V TYP

ELECTRICAL GENERAL NOTES:
1. ALL WORK TO BE DONE IN ACCORDANCE WITH NATIONAL, STATE AND LOCAL CODES.
2. ALL FIXTURES TO BE APPROVED BY OWNER PRIOR TO BEING INSTALLED.
3. ALL SWITCHES, RECEPTACLES & JUNCTION BOXES TO BE FLUSH MOUNTED.
4. THE FINAL PLACEMENT OF ALL OUTLETS, LIGHTS, AND SWITCHES TO BE FIELD VERIFIED WITH THE OWNER PRIOR TO WORK BEING COMPLETED.
5. PROVIDE SPARE CIRCUITS AS REQUIRED TO ACCOMMODATE LANDSCAPE LIGHTING.
6. CONTRACTOR TO PROVIDE ALL MATERIAL, LABOR, TRANSPORTATION, AND EQUIPMENT AS REQUIRED FOR A COMPLETE JOB.
7. MAKE SURE ALL OUTLETS AND FIXTURES ARE LOCATED PER CODES.
8. PROVIDE SIMPSON LS70 GALV CONNECTOR W/ 2" SCREWS ON ONE SIDE WHERE ALL HIPS, VALLEYS, AND DOUBLE STUDS OCCUR.
9. BUILDING WIRE TYPE SHALL BE THHN-THWN, COPPER, #12 AWG MIN WIRE SIZE.
10. ALL ELECTRICAL FIXTURES AND EQUIPMENT SHALL BE GROUNDED. ALL CONVENIENCE RECEPTACLES SHALL BE GROUNDING TYPE AND / OR LAMPS AS REQUIRED.
11. BUILDING PANELBOARDS SCHEDULES SHALL BE CLEARLY MARKED USING TYPED IDENTIFICATION LABELS ON EACH CIRCUIT.
12. ALL SWITCHES ARE TO BE MOUNTED @ 48" AFF UNO.
13. ALL RECEPTACLES TO BE MOUNTED @ 18" A.F.F.
14. PROVIDE 1 3/4" x 11 7/8" LVL RIMBOARD TO BE FASTENED TO POSTS AND CONCRETE SLAB.
15. PROVIDE 1 3/4" x 11 7/8" LVL GIRDER FRAMES TO RIDGES FRAME INTO ALL RIDGES (TYP).
16. PROVIDE 2 x 6 DIAGONAL BRACES @ 8'-0" O/C AT ALL GABLE END WALLS (TYP).
17. MAX RAFTER NOTCH 1 3/4" FOR 2 x 8 RAFTERS
18. PROVIDE SIMPSON CSX MAX 6" x 6" POST CONNECTORS @ EA.
19. PROVIDE 2 x 8 WD RIDGE (CONT SPAN) DOUBLE STUD (TYP) @ 16" O/C
20. PROVIDE SIMPSON DCX MAX 6" x 6" POST CONNECTORS @ EA CEILING (TYP)
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