



Town of Hilton Head Island
Planning Commission Meeting
Wednesday, October 18, 2023, 2:00 p.m.
AGENDA

The Planning Commission Meeting will be held in person at Town Hall in the Benjamin M. Racusin Council Chambers. The meeting will be broadcast and can be viewed at: [Beaufort County Channel](#), the [Town's YouTube Channel](#), and Spectrum Channel 1304.

1. Call to Order

2. Pledge of Allegiance

3. FOIA Compliance – Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the requirements of the Town of Hilton Head Island.

4. Roll Call

5. Approval of Agenda

6. Approval of Minutes

a. September 20, 2023 Regular Meeting

7. Appearance by Citizens

Citizens may submit written comments via the [Town's Open Town Hall Portal](#). The portal will close at 4:30 p.m. the day prior to the scheduled meeting. Comments submitted through the portal will be provided to the Commission and made part of the official record.

8. Unfinished Business

9. New Business

10. Commission Business

11. Chairman's Report

12. Staff Reports

a. Development Plan Review – DPR-000946-2023 – 20 Olive Shell Ct.

13. Adjournment

Please note that a quorum of Town Council may result if four (4) or more of their members attend this meeting.



Town of Hilton Head Island
Planning Commission Special Meeting

September 20, 2023, at 2:00 p.m.

MEETING MINUTES

Present from the Commission: Bruce Siebold, Chairman; Mark O'Neil, Vice-Chairman; Rick D'Arienzo; Tom Henz; Albert Mealer, Ellen Whaley; Joseph DuBois

Absent from the Commission: Chuck Lobaugh

Present from Town Staff: Shawn Colin, Assistant Town Manager; Missy Luick, *Director of Planning*; Joheida Fister, *Deputy Chief/Fire Marshall*; Brian Eber, Development Services Manager; Shea Farrar, *Principal Planner*; Ashley Goodrich, *Principal Planner*; Trey Lowe Senior Planner; Karen Knox, *Board Secretary*

Present from Town Council: Steve Alfred; Patsy Brison; Tamara Becker

Other's Present: Josh Tiller, J.K. Tiller Assoc.

1. Call to Order

Chairman Siebold called the meeting to order at 2:00 p.m.

2. Pledge of Allegiance

3. FOIA Compliance

Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the Town of Hilton Head Island requirements.

4. Roll Call

As noted above.

5. Approval of Agenda

Chairman Siebold asked for a Motion to approve the Agenda. Commissioner Henz moved to approve. Commissioner Whaley seconded. By a show of hands, the Motion passed with a vote of 8-0.

6. Approval of Minutes

a. June 21, 2023 Regular Meeting

Commissioner Henz moved to approve the Minutes of June 21, 2023. Commissioner D'Arienzo seconded. The Minutes of June 21, 2023 were unanimously approved.

b. July 27, 2023 Special Meeting

Commissioner Mealer moved to approve the Minutes of July 27, 2023. Commissioner Whaley seconded. The Minutes of July 27, 2023 were unanimously approved.

7. Appearance by Citizens

No citizens spoke regarding items not on the Agenda and no comments were received on the Open Town Hall Portal.

8. Unfinished Business

a. Islanders Mixed-Use Text Amendment

Commissioner Henz and Commissioner Campbell recused themselves and left the dais.

Missy Luick provided staff's presentation as included in the packet and stated the Planning Commission will review the deviations made to the Text Amendment proposal that followed the initial review and Public Hearing held on December 21, 2023. Following her presentation, Ms. Luick answered questions from the Commission.

Commissioner Whaley moved the Planning Commission support the deviations made to the Text Amendment and recommend they be forwarded to Town Council. Commissioner Mealer seconded.

Chairman Siebold asked for public comment. Many citizens spoke in favor of the Planning Commission approving the deviations and forwarding them to Town Council

After discussion, the Motion passed with a vote of 6-0. Commissioners Henz and Campbell did not vote as they had recused themselves due to a conflict.

9. New Business

a. STDV-00718-2023 – Leg O'Mutton

Hilton Head Island Fire Rescue, on behalf SCRI 4 LLC, owner of R510 008 000 123A 0000, proposes to name two new streets located at 107 Leg O'Mutton Rd. Cotter Pin Place and Halyard Drive, which will provide direct access to the subdivision.

Ms. Fister provided staff's presentation and recommended approval.

Chairman Siebold asked for a Motion on the item. Commissioner Whaley moved to approve. Commissioner D'Arienzo seconded. The Motion passed with a vote of 8-0.

b. STDV-0011427-2023 – 7 Marshland

Hilton Head Island Fire Rescue, on behalf Viola Green et al., owner of R510 008 000 013D 0000 proposes to name the driveway located at 7 Marshland Road Native Common, which will provide direct access to a new home.

Ms. Fister provided staff's presentation and recommended approval.

Chairman Siebold asked for a motion on the item. Commissioner O'Neil moved to approve. Commissioner Whaley seconded. The Motion passed with a vote of 8-0.

c. STDV-001459-2023 - Barnwell

Hilton Head Island Fire Rescue, on behalf Thomas C Barnwell Jr., owner of R510 007 000 0379 0000 proposes to name a new street located off Katie Miller Dr. as Midwife Court, which will provide direct access to a proposed subdivision.

Ms. Fister provided staff's presentation and recommended approval.

Chairman Siebold asked for a motion on the item. Commissioner O'Neil moved to approve. Commissioner Mealer seconded. The Motion passed with a vote of 8-0.

10. Commission Business

None

11. Chairman's Report

None

12. Staff Reports

None

13. Adjournment

Chairman Siebold adjourned the meeting at 3:01 p.m.

Submitted by: Karen D. Knox
Board Secretary

Approved: [DATE]



TOWN OF HILTON HEAD ISLAND

Staff Report Memo

TO: Planning Commission
FROM: Brian Eber, CFM, CSPR, CEPSCI, *Development Services Manager*
VIA: Missy Luick, *Director of Planning*
DATE: October 18, 2023
SUBJECT: Development Plan Review

Town Staff continuously looks for ways to improve its processes. One recent change implemented by Staff for the Development Review Program is to require all Development Plan Review applications for new commercial development and Major Subdivision applications be shared with the Planning Commission. The applications will be presented by Staff for information purposes only. This will provide a way for the Planning Commission and the general public to be made aware of all new development being proposed on Hilton Head Island.

There is one new Development Plan Review application ready to be shared with the Planning Commission – DPR-000946-2023 – 20 Olive Shell Ct.

Attachment:

- A. DPR-000946-2023 - Site Plan
- B. DPR-000946-2023 - Narrative
- C. DPR-000946-2023 –Current Resident Contingency Plan

Attachment B



DPR Narrative

Olive Shell Court

2 Olive Shell Court, Hilton Head Island, SC 29926

The evolution of the housing market on Hilton Head Island has seen the growth of for-rent housing developments along minor arterial roads on the island. These small communities seek to provide housing for full-time residents such as entry-level professionals and working families that support island services and businesses. The repurposing of Olive Shell Court to a duplex, multifamily enclave on Spanish Wells Road will support diversifying the rental options on island.

Developed as a twenty-four (24) mobile home rental subdivision, Olive Shell Court will be re-envisioned as a unified, multifamily development consisting of twenty (20) for-rent duplex buildings (24 four-bedroom units and 16 three-bedroom units total). A 5.2-acre parcel in the RM-8 zoning district with Arterial Corridor and OCRM High Tide Overlay, the property will be serviced by the existing access point on Spanish Wells Road. The existing road network will be used and the associated stormwater conveyance will be reused and expanded in the final development. Bordered by single-family, RM-8 zoned properties on the north and west, power lines and the Cross Island Parkway to the south, and Summerfield to the east, the property will include a 20' building setback around the perimeter and varying buffer requirements. Though the Spanish Wells Road frontage is limited, it will contain a 40' building setback and 25' buffer line.

The proposed two-story over parking, 36'x56' and 36'x50' footprint duplexes will form a streetscape and the architecture will complement the island development character. A minimum of two surface / under building parking spaces will be provided per unit, meeting the Land Management Ordinance (LMO) requirements for three-bedroom multifamily units. The as-built survey indicates the existing significant and specimen trees on property, as well as limited wetland areas. Open space areas, including the entry park space, will provide common area for recreation and enjoyment for community members. The stormwater BMP areas will serve as backdrop for the residences and green space for viewing.

In closing, the development of appropriately scaled, for-rent duplexes into the existing fabric of island residential will provide an opportunity for Island Residents to be closer to their jobs and involved as full-time residents of the island. Please note, this parcel does not qualify for workforce housing per Hilton Head Island code.

Sincerely,
Judd Carstens, RLA

Attachment

23 Promenade St. Ste 201
Bluffton, SC 29910
Tel: 843.757.7411



All 13 residents at Olive Shell Court had leases that ended on June 30, 2023. All residents were given the opportunity to extend their lease for an additional four months at their same rental rate to give them time to look for new housing. Renewal letters were delivered in both English and Spanish. Four of the units chose not to renew, as they had already secured additional housing. When the residents moved out, they were given their full security deposit refund immediately at the same time that they return their keys. A check was handed to them in person, thus allowing them to have the funds immediately. We have had some residents that renewed for the four-month option, but have since asked us if they could move out early because they found different housing. These requests have immediately been honored and we followed the same deposit refund process.

The units were made available for sale and some were sold to referrals from the current residents. Although residents were aware that the homes were for sale, we did not receive any inquiries from them. At this time all homes have been sold, and were sold to different individuals who own differing landscape companies. To our knowledge, some of the homes are planned to house their employees. We have also sent letters to the buyers of the homes with a recommendation for our current residents as outstanding tenants. The letter provided the tenants name and contact information, thus allowing the buyers to contact them directly if any rental options are available. Please see the attached letters.

At this time, we do not know the exact location that all residents are moving to, but we have completed several rental verification requests from varying housing communities on and around the island.

For all of our new rental units, the current residents will be invited and welcomed back when the development is complete for the option to live with us again. They will be contacted by phone and given the first right to move back to the community. We will offer move-in incentives for our current residents, such as waiving application fees.

Prior to our acquisition, Olive Shell was and is a market rate rental community. The current residents of Olive Shell had varying rental rates ranging from \$1600-\$1800. At this time rental rates have not been finalized for the new homes. Monthly rental rates could begin around \$3195 and fully depend on the final construction costs, interest rates, and floorplans.

This development will not be government approved affordable workforce housing, as the LMO does not provide for this specific site to be workforce housing.