



Town of Hilton Head Island
Planning Commission Special Meeting
August 19, 2020 at 9:00 a.m. Virtual Meeting
MEETING MINUTES

Present from the Commission: Chairman Peter Kristian, Vice Chairman Lavon Stevens, Leslie McGowan, Mark O'Neil, Alan Perry, Michael Scanlon, Todd Theodore, Stephen Alfred

Absent from the Commission: None

Present from Town Council:

Present from Town Staff: Shawn Colin, Director of Community Development; Anne Cyran, Senior Planner; Taylor Ladd, Senior Planner; Teri Lewis, Deputy Director of Community Development; Scott Liggett, Director of Public Projects and Facilities/Chief Engineer; Jennifer Ray, Deputy Director of Community Development; Stephen Ryan, Staff Attorney; Eileen Wilson, Senior Administrative Assistant; Teresa Haley, Senior Administrative Assistant

1. Call to Order

Chairman Kristian called the meeting to order at 9:00 a.m.

2. 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.

3. Recognition of Outgoing Planning Commissioner Caroline McVitty – Chairman Kristian and the Commissioners presented remarks in appreciation to Ms. McVitty for her service on the Planning Commission and continued service as a member of the Gullah Geechee Land & Cultural Preservation Task Force. Ms. McVitty thanked the Commission for their remarks.

4. Swearing in Ceremony for New Commissioner Stephen Alfred

Stephen Ryan, Staff Attorney, performed the swearing in ceremony for newly appointed Commissioner Stephen Alfred.

5. Roll Call – See as noted above.

6. Approval of Agenda

Chairman Kristian asked for a motion to approve the agenda. Commissioner Perry moved to approve. Commissioner Alfred seconded. By way of roll call, the motion passed with a vote of 8-0-0.

7. Approval of Minutes

a. Special Meeting of July 15, 2020

Chairman Kristian asked for a motion to approve the minutes of the July 15, 2020 special meeting. Commissioner McGowan moved to approve. Commissioner O'Neil seconded. By way of roll call, the motion passed with a vote of 8-0-0.

8. Citizen Comments

Public comments concerning business items were to be submitted electronically via the Town's Open Town Hall portal. All comments were provided to the Commission and made a part of the official record. Citizens were provided the option to sign up for public comment participation by phone during the meeting. Six members of the public signed up to speak during the public hearing on Workforce Housing LMO Amendments.

9. Unfinished Business – None

10. New Business

a. Public Hearing

Workforce Housing LMO Amendments – The Town of Hilton Head Island is proposing to amend Chapters 2, 3, 4, 5, and 10 of the Land Management Ordinance (LMO) to add and revise the following sections:

Section 16-2-103.G.2.b: add conversion of any structure to Mixed-Use that includes Workforce Housing as a Minor Development Plan approval; Section 16-3-104 paragraphs E, F, and G: add Workforce Housing as a Permitted Subject to Use-Specific Conditions use in the RM-4, RM-8, and RM-12 zoning districts and add a footnote regarding density related to workforce housing; Section 16-3-105 paragraphs B, G, J, and L: change Mixed-Use from a Permitted use to a Permitted Subject to Use-Specific Conditions use in the CR, MF, NC, and RD zoning districts and add a footnote for development converting nonresidential square footage to residential use; Section 16-3-105.C: add Mixed-Use, Multifamily, and Workforce Housing as Permitted Subject to Use-Specific Conditions uses and establish a maximum density for residential uses in the CC zoning district, add a footnote regarding density related to workforce housing, add a footnote for development converting nonresidential square footage to residential use, and add a footnote related to parking requirements for Mixed-Use development; Section 16-3-105 paragraphs D, F, I, M, and O: change Mixed-Use from a Permitted use to a Permitted Subject to Use-Specific Conditions use and add Workforce Housing as a Permitted Subject to Use-Specific Conditions use in the LC, MS, MV, SPC, and WMU zoning districts, add a footnote regarding density related to workforce housing, add a footnote for development converting nonresidential square footage to residential use, and add a footnote related to parking requirements for Mixed-Use development; Section 16-3-105.H: add Mixed-Use, Multifamily, and Workforce Housing as Permitted Subject to Use-Specific Conditions uses and establish a maximum density for residential uses in the MED zoning district, add a footnote regarding density related to workforce housing, add a footnote for development converting nonresidential square footage to residential use, and add a footnote related to parking requirements for Mixed-Use development; Section 16-3-105.K: add Mixed-Use and Workforce Housing as Permitted Subject to Use-Specific Conditions uses in the PD-1 zoning district, add a footnote regarding density related to workforce housing, and add a footnote for development converting nonresidential square footage to residential use; Section 16-3-105.N: add Mixed-Use and Workforce Housing as Permitted Subject to Use-Specific Conditions uses in the S zoning district, add a footnote regarding density related to workforce housing, add a footnote for development converting nonresidential square footage to residential use, and add a footnote related to parking requirements for Mixed-Use development; Table 16-4-102.A.6: change or add Multifamily, Mixed-Use, and Workforce Housing as Permitted Subject to Use-Specific Conditions uses in certain zoning districts; Section 16-4-102.B.1.a: add use-specific conditions for Mixed-Use development;

Section 16-4-102.B.1.b: add a use-specific condition for Multifamily development in the CC zoning district; New Section 16-4-102.B.1.d: create use-specific conditions for Workforce Housing development; New Section 16-4-105: create Workforce Housing Program including provisions for density, unit standards, income and employment regulations, occupancy and eligibility requirements, sale and resale prices, and rental rates; Table 16-5-107.D.1: add parking requirements for Workforce Housing and a footnote regarding parking requirements for Mixed-Use and Multifamily development containing Workforce Housing; New Section 16-10-102.B.1: add commercial conversion to the rules of measurement including minimum unit sizes; Section 16-10-103.A: add Workforce Housing to the description and use type, and create a definition under residential uses; Table 16-10-104: add abbreviations for Area Median Income (AMI), Certificate of Eligibility (COE), U.S. Department of Housing and Urban Development (HUD), and Workforce Housing (WFH); and Section 16-10-105: add definitions for Area Median Income, Density Bonus, Household, and Household Income.

Chairman Kristian asked Jayme Lopko to make a presentation. Ms. Lopko presented the Workforce Housing LMO Amendments as described in the Commission's agenda package. Staff recommends the Planning Commission review the proposed Workforce Housing (WFH) Land Management Ordinance (LMO) amendments and forward a recommendation of approval to Town Council.

Chairman Kristian opened the public hearing to members of the public that signed up to address the Commission. Ms. Alina Rodriguez expressed concern for building more structures, allowing more density, and creating more traffic in the areas of the Sea Pines Circle and Coligny. Ms. Ann King asked for clarification on whether Marshland Road is included in the amendments. Ms. Karen Garzoni expressed opposition to amend the LMO to allow Workforce Housing. Mr. Robert Iulo expressed that the commercial park of Finch Street and the frontage of Beach City Road which belongs to the Property Owners Association should be excluded from the amendments. Ms. Beryl Title asked for clarification on how the Town will ensure workforce housing units will remain as workforce housing and not sold for market rate profit. Mr. Tag Segars signed up to speak, but was not in attendance.

The Commission made comments and inquiries regarding: compliments to Staff and the LMO Committee on their work; appreciation to the public for their input; impacts of increasing the number of units along the Pope Avenue corridor; implementing workforce housing on properties within the Historic Neighborhoods district; the criteria for a property owner to apply to use workforce housing; whether renting manufactured homes on a parcel are an option; that, if the use is under- or over-utilized, the LMO can be changed through the standard public process; annual renewals of rental agreements or sale of property; that workforce housing encourages diversity of culture, age, and occupations; the number of workers that can be helped by this proposal; concern for overcrowding of units; concerns of developer bankruptcy or foreclosure of individual owners; and that traffic on the Island will be reduced if workers live and work on the Island. Following the discussion, Chairman Kristian asked for a motion.

Commissioner Scanlon moved to recommend the Planning Commission forward the proposed Workforce Housing (WFH) Land Management Ordinance (LMO) amendments with a recommendation of approval to Town Council, with the following changes:

- Consider permitting WFH on properties between William Hilton Parkway and Pembroke Drive, as well as properties along Gardner Drive and Leg O'Mutton Road.
- Consider updating the purpose statement for zoning districts where WFH will be permitted to include a reference to residential or WFH use in the district.

Commissioner McGowan seconded. By way of roll call, the motion passed with a vote of 8-0-0.

11. Staff Reports

a. Update on CIP

Mr. Liggett presented an update. The Commission made remarks regarding the process and commended Mr. Liggett for his work. The CIP recommendations will on an upcoming agenda for the full Commission's review.

- b. Update on Our Plan** – Staff will present the second of two information sessions on Our Plan. The second session will provide a closer look at the Core Values, Parks and Recreation, and Our Priority Investment (CIP) chapters. Staff will also provide an update on its adoption and timeline.

Ms. Ladd presented update. The Commission made remarks regarding the process and commended Ms. Ladd, the Our Plan Development Team, and work groups for their work on the Our Plan. Ms. Ladd outlined the next steps and upcoming meeting schedule to forward the Our Plan to Town Council for adoption.

12. Adjournment

The meeting was adjourned at 11:22 a.m.

Submitted by: Teresa Haley, Secretary

Approved: September 16, 2020