



Town of Hilton Head Island
Planning Commission Meeting
November 17, 2021, at 3:00 p.m. Virtual Meeting
MEETING MINUTES

Present from the Commission: Chairman Michael Scanlon, Vice Chairman Alan Perry, Stephen Alfred, Bruce Siebold, Rick D'Arienzo, Tom Henz, John Campbell, Jim Collett

Absent from the Commission: Mark O'Neil (excused)

Present from Town Council: Tom Lennox

Present from Town Staff: Teri Lewis, Deputy Community Development Director; Nicole Dixon, Development Review Administrator; Joheida Fister, Deputy Fire Chief – Administration/Fire Marshal; Becky Neugent, E911 Communications Manager; Missy Luick, Senior Planner; Anne Cyran, Interim Comprehensive Planning Manager; Teresa Haley, Senior Administrative Assistant; Vicki Pfannenschmidt, Temporary Administrative Assistant

1. Call to Order

Chairman Scanlon called the meeting to order at 3:00 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 – See as noted above.

5. Approval of Agenda

Chairman Scanlon asked for a motion to approve the agenda. Vice Chairman Perry moved to approve. Commissioner Siebold seconded. By show of hands, the motion passed with a vote of 7-0-0.

6. Approval of Minutes

a. Meeting of November 3, 2021

Chairman Scanlon asked for a motion to approve the minutes of the November 3, 2021, meeting. Commissioner Alfred moved to approve. Commissioner Vice Chairman Perry seconded. By show of hands, the motion passed with a vote of 6-0-1. (Mr. Henz abstained as he was not present at the subject meeting.)

7. Appearance by Citizens

Public comments concerning agenda items were submitted electronically via the Open Town Hall portal. There were no comments of record. Citizens were also provided the option to sign up for public comment participation by phone during the meeting on agenda and non-related agenda items. There were no requests.

8. Unfinished Business – None

Mr. Collett joined the meeting at this time.

9. New Business

- a. **STDV-001099-2021** – Request from Fire Rescue, on behalf of David Karlyk, to name seven streets in the Bayley's Point development: Sweetspire Lane; Inland Oaks Drive; Heartleaf Road; Carolus Lane; Needle Palm Court; Lone Cypress Trail; and Burl Wood Court. *Presented by Fire Rescue Staff*

Becky Neugent informed the Commission that Hilton Head Island Fire Rescue proposes to name the seven streets in the Bayley's Point subdivision based on the review criteria outlined in the Land Management Ordinance Section 16-2-103.O.4.

Ms. Neugent reviewed the staff report included in the packet noting that Town staff, Fire Rescue Dispatch, and Beaufort County Dispatch have determined: the proposed street names are not duplicated within the Town or Beaufort County; the proposed names are not phonetically similar to an existing street or vehicular access easement; the proposed names will not likely be confused with an existing street or vehicular access easement; the proposed names are simple, logical, and easy to read and pronounce; the proposed names are clear and brief; and the proposed names do not include frivolous or complicated words or unconventional spelling.

Ms. Neugent stated the streets serve the development but would not extend beyond the development. She added that the proposed street names were selected because they are all related to indigenous plants or trees on Hilton Head Island.

After discussion, Commissioner Henz moved to approve STDV-001099-2021. Commissioner Collett seconded. By show of hands, the motion passed by a vote of 8-0-0.

10. Commission Business

- a. Review and Adoption of 2022 Meeting Schedule

Vice Chairman Perry moved to approve. Commissioner Campbell seconded. By show of hands, the motion was approved by a vote of 8-0-0.

11. Chairman's Report

Chairman Scanlon reported he met with the Mayor and Town Manager to discuss the relationship between Town Council and the Planning Commission. He stated he extended congratulations on the upcoming Strategic Plan and noted it blends well with *Our Plan*. He invited Mr. Orlando to appear before the Commission to brief them on the Strategic Plan. He stated they will be working on a date for the briefing.

12. Committee Reports – None

13. Staff Reports

Ms. Cyran reported there were no items for the upcoming meeting scheduled for December 1. She stated she would be working with the Chairman regarding cancellation.

Ms. Cyran reported the Rules of Procedure Committee has scheduled a meeting on January 10, 2022, at 2:30 p.m. and the Town Council has scheduled a Workforce Housing Workshop on January 26, 2022, at 10:00 a.m. and asked them to mark their calendars.

14. Adjournment

Chairman Scanlon adjourned the meeting at 3:21 p.m.

Submitted by: Vicki Pfannenschmidt, Secretary

Approved: January 5, 2022