



The Town of Hilton Head Island  
**Planning Commission Regular Meeting**  
**Wednesday, June 19, 2019 – 3:00 p.m.**  
Benjamin M. Racusin Council Chambers  
**AGENDA**

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*As a courtesy to others please turn off / silence ALL mobile devices during the meeting. Thank you.*

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. **Presentation of the Town’s Crystal Awards to outgoing Chairman Alexander Brown, Jr. and Commissioner Judd Carstens** – *Presented by Shawn Colin, Director of Community Development*
6. **Approval of Agenda**
7. **Approval of Minutes** – Meeting of June 5, 2019
8. **Appearance by Citizens on Items Unrelated to Today’s Agenda**
9. **Unfinished Business**
10. **New Business**
11. **Commission Business**
12. **Chairman’s Report**
13. **Committee Report**
14. **Staff Report**
  - a. Update on Our Plan – presented by Taylor Ladd
  - b. Update on Affordable Housing – presented by Jennifer Ray
15. **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**  
Wednesday, June 5, 2019 at 9:00 a.m.  
Benjamin M. Racusin Council Chambers

## **MEETING MINUTES**

**Present from the Commission:** Chairman Alex Brown, Vice Chairman Peter Kristian, Leslie McGowan, Alan Perry, Michael Scanlon, Lavon Stevens, Todd Theodore

**Absent from the Commission:** Judd Carstens (excused), Caroline McVitty (excused)

**Present from Town Council:** Tamara Becker, Glenn Stanford

**Present from Town Staff:** Shawn Colin, Director of Community Development; Josh Gruber, Assistant Town Manager; Teri Lewis, Deputy Director of Community Development; Teresa Haley, Senior Administrative Assistant

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1. **Call to Order**  
Chairman Brown called the meeting to order at 9:00 a.m.
2. **Pledge of Allegiance**
3. **FOIA Compliance** – Public notification of this meeting has been published, posted, and mailed in compliance with the South Carolina Freedom of Information Act and the Town of Hilton Head Island requirements.
4. **Swearing in Ceremony for New Commissioner Alan Perry**  
Josh Gruber, Assistant Town Manager, performed the swearing in ceremony for new Commissioner Alan Perry.
5. **Roll Call** – See as noted above.
6. **Approval of Agenda**  
Vice Chairman Kristian moved to approve the agenda as submitted. Commissioner Scanlon seconded. The motion passed unanimously.
7. **Approval of Minutes** – Meeting of May 15, 2019  
The Commission approved the minutes of the May 15, 2019 meeting as submitted by general consent.
8. **Appearance by Citizens on Items Unrelated to Today's Agenda**  
Patsy Brison addressed the Commission with concerns regarding the LMO text amendment process and requested the Commission consider how to fix it. Ms. Brison also requested that her request to amend the text of the LMO regarding large buildings in the Resort Development Zoning District be put on an agenda with enough notice and for the full Commission's consideration.
9. **Unfinished Business** – None
10. **New Business**

**a. Public Hearing**

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

Sections 16-3-104.E – G: establishes Recreational Vehicle as a use in the RM-4, RM-8 and RM-12 zoning districts; Section 16-3-105.D: establishes Recreational Vehicle as a use in the LC zoning district and changes Recreational Vehicle Parks from a conditional use to a by right use; Section 16-3-105.G: establishes Recreational Vehicle as a use in the MF zoning district; Sections 16-3-105.I-J: establishes Recreational Vehicle as a use in the MV and NC zoning districts; 16-3-105.L: establishes Recreational Vehicle as a use in the RD zoning district; Sections 16-3-105.N-O: establishes Recreational Vehicle as a use in the S and WMU zoning districts; Table 16-4-102.A.6 establishes Recreational Vehicle as a PC use in certain zoning districts; Section 16-4-102.B.1.c: eliminates the condition associated with Recreational Vehicle Parks and establishes conditions for Recreational Vehicle uses; Section 16-10-105: eliminates the prohibition on occupancy of a recreational vehicle outside of a Recreational Vehicle Park from the Recreational Vehicle definition and moves the definition for Recreational Vehicle to Section 16-10-103.

*(Commissioner Perry recused himself from review of LMO Amendments due to a professional conflict of interest. A Conflict of Interest form was completed, signed, and made a part of the record.)*

Ms. Lewis presented the LMO Amendments as described in the Staff Memo. Staff recommends that Planning Commission recommend approval of the proposed Land Management Ordinance (LMO) amendments related to recreational vehicles to the Public Planning Committee.

The Commission made comments and inquiries regarding: the purpose of the request to use a recreational vehicle on a lot must be submitted by a 501(c)(3) organization; the use would not apply to vacant lots; adding language under condition (i) to specify a new single family residence would be replacing an existing residence; the length of time and parameters that a recreational vehicle would be permitted on a lot; and providing the option to reapply for a second extension.

Chairman Brown opened the meeting for public comment and the following were received: remove the RD Zoning District from this proposal; clarify an active permit and activity on a site; and whether the amendments would apply to properties inside the PUDs.

The Commission made additional comments and inquiries regarding: removing the RD Zoning District from the amendments as the lots are generally too small to permit this use; whether community covenants would permit this use; establishing good cause to grant an extension; and this use does not apply to PD-1.

Vice Chairman Kristian moved that the Planning Commission recommend approval to the Public Planning Committee of the proposed Land Management Ordinance (LMO) amendments related to recreational vehicles with the following modifications: remove the RD Zoning District; add one additional 90 consecutive day extension; and revise condition (i) to clarify that a new single family residence is replacing an existing residence.

Commissioner McGowan seconded. The motion passed with a vote of 6-0-0.

**11. Commission Business**

**a. Confirmation of Nominating Committee**

Chairman Brown recommended the Nominating Committee consist of Commissioner Stevens as Chairman, Commissioner McGowan, and Commissioner Theodore.

Vice Chairman Kristian moved to approve the Nominating Committee as presented. Commissioner Scanlon seconded. The motion passed with a vote of 7-0-0.

**12. Chairman’s Report – None**

**13. Committee Report**

Commissioner Theodore reported Town Council approved the recommendation pertaining to CIP funds at second reading.

Vice Chairman Kristian reported the LMO Committee met on Monday to review proposed amendments. Staff will report back to the Committee with draft language and additional information.

Commissioner Stevens reported that he presented the Gullah-Geechee Land & Cultural Preservation Task Force’s Quarterly Report to Town Council yesterday. He also reported that Sheryse DuBose, the new Historic Neighborhoods Preservation Administrator, started on Monday. A reception is being organized for June 17 to introduce her to the community.

**14. Staff Report – None**

**15. Adjournment**

The meeting was adjourned at 9:41 a.m.

**Submitted by:** Teresa Haley, Secretary

**Approved:** [DATE]