



The Town of Hilton Head Island
Planning Commission Regular Meeting
Wednesday, August 21, 2019 – 3:00 p.m.
Benjamin M. Racusin Council Chambers
AGENDA

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. **Swearing in Ceremony for New Commissioner Mark O’Neil** – *Performed by Mayor Pro-Tem Bill Harkins*
5. **Roll Call**
6. **Approval of Agenda**
7. **Approval of Minutes** – Meeting of August 7, 2019
8. **Appearance by Citizens on Items Unrelated to Today’s Agenda**
9. **Unfinished Business**
10. **New Business**
 - a. **STDV-1538-2019** – David R. Karlyk, a representative of Carolina Engineering, proposes to name a new street Old Stony Lane. This street will serve a new 42 lot subdivision with a project address of 18 Squire Pope Road. *Presented by Ricardo Franco*
11. **Commission Business**
12. **Chairman’s Report**
13. **Committee Report**
14. **Staff Report**
 - a. Update on the formulation of Workforce Housing Guidelines for the Planning Commission’s consideration
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, August 7, 2019 at 9:00 a.m.
Benjamin M. Racusin Council Chambers

MEETING MINUTES

Present from the Commission: Chairman Peter Kristian, Vice Chairman Lavon Stevens, Leslie McGowan, Caroline McVitty, Alan Perry, Michael Scanlon, Palmer E. Simmons

Absent from the Commission: Todd Theodore (excused)

Present from Town Council: David Ames, Tamara Becker, Bill Harkins, Tom Lennox

Present from Town Staff: Shawn Colin, Director of Community Development; Anne Cyran, Senior Planner; Nicole Dixon, Development Review Administrator; Carolyn Grant, Communications Director; Josh Gruber, Assistant Town Manager; Taylor Ladd, Senior Planner; Teri Lewis, Deputy Director of Community Development; Savannah Littlejohn, Local Government Intern; Teresa Haley, Senior Administrative Assistant

1. Call to Order

Chairman Kristian 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 Palmer E. Simmons

Josh Gruber, Assistant Town Manager, performed the swearing in ceremony for new Commissioner Palmer E. Simmons.

5. Roll Call – See as noted above.

6. Approval of Agenda

Chairman Kristian asked for a motion to reorder the New Business items. Commissioner Scanlon moved to approve the agenda as amended. Commissioner McGowan seconded. The motion passed with a vote of 6-0-0.

7. Approval of Minutes

a. Special Meeting of June 12, 2019

Commissioner Scanlon moved to approve the minutes of the June 12, 2019 special meeting as submitted. Commissioner Perry seconded. The motion passed with a vote of 5-0-1. Commissioner Simmons abstained from the vote as he was not a member at the time of the subject meeting.

b. Regular Meeting of June 19, 2019

Commissioner McVitty moved to approve the minutes of the June 19, 2019 regular meeting as submitted. Commissioner McGowan seconded. The motion passed with a vote of 5-0-1. Commissioner Simmons abstained from the vote as he was not a member at the time of the subject meeting.

8. Appearance by Citizens on Items Unrelated to Today's Agenda – None

9. Unfinished Business – None

10. New Business

Vice Chairman Stevens entered the meeting at this time.

a. Public Hearing

ZA-001461-2019 – Request from Thomas C. Barnwell, Jr., on behalf of the Ben White Trust, to amend the Official Zoning Map by changing the zoning designation of an undeveloped 6.22-acre parcel located at 280 Fish Haul Road. The parcel is bisected by Fish Haul Road. The request is to rezone the northern portion from RM-4 (Low to Moderate Density Residential) to RM-12 (Moderate to High Density Residential), and to rezone the southern portion from RM-8 (Moderate Density Residential) to RM-12 (Moderate to High Density Residential). It is further identified as Beaufort County Tax Map 4, Parcel 16. The effect of this rezoning will be to increase the available density from 4 and 8 units per net acre to 12 units per net acre.

Ms. Ladd presented the rezoning application as described in the Staff Report. Staff recommends the Planning Commission find this application to be consistent with the Town's Comprehensive Plan and to carry out the purposes of the LMO, based on those Findings of Facts and Conclusions of Law as determined by the LMO Official and enclosed in the Staff Report.

The Commission made comments and inquiries to Staff regarding the application, including: the differences in this application versus the previous application; the developer's interest in building multi-family workforce housing units; and the maximum number of density units that would be allowed.

Chairman Kristian asked if the applicant would like to make a presentation. The applicant made a presentation. The Commission made comments and inquiries to the applicant regarding: the caution against clear-cutting the site; compliments to the applicant working with staff to modify the application to address previous concerns; overall support of the application; and the Town Council's priority to address workforce housing.

Chairman Kristian opened the meeting for public comments and one member of the public expressed support of the applicant.

Upon the conclusion of the discussion, Chairman Kristian asked for a motion.

Vice Chairman Stevens moved to recommend the Planning Commission find this application to be consistent with the Town's Comprehensive Plan and to carry out the purposes of the LMO, based on those Findings of Facts and Conclusions of Law as determined by the LMO Official and enclosed in the Staff Report, with a recommendation of approval to Town Council. Commissioner Scanlon seconded. The motion passed with a vote of 7-0-0.

b. Public Hearing

ZA-001460-2019 – Request from Michael G. Thomas with Cordillo TB, LLC to amend the Official Zoning Map by changing the zoning designation of the Tidal Bluff development, a 4.96 acre parcel containing 15 duplexes, located at 2 Tidal Bluff Road. The request is to rezone the property from RM-4 (Low to Moderate Density Residential) to RM-12 (Moderate to High Density Residential). The property is further identified as Parcels 17, 376, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405 and 406 on Beaufort County Tax Map 5.

Ms. Dixon presented the rezoning application as described in the Staff Report. Staff received an e-mail this morning from the POA President of Cotton Hope with a letter of opposition to the application. Staff recommends the Planning Commission find this application to be inconsistent with the Town's Comprehensive Plan and does not serve to carry out the purposes of the LMO, based on those Findings of Facts and Conclusions of Law as determined by the LMO Official and enclosed in the Staff Report. Even though the application meets several of the criteria, the criteria not met is significant enough for a recommendation of denial for this particular application. Staff recommends that the Planning Commission recommend denial of this application to Town Council.

The Commission made comments and inquiries to Staff regarding the application, including: clarification of the OCRM Critical Line; when the Cotton Hope property was rezoned; how the existing property would be developed if granted the rezoning request; the property currently has 15 buildings with 2 units each totaling 30 units; concerns for additional development given the shape and size of the parcel; restrictions on development near the entrance to the property; requirements for space between the current and requested zoning districts; the difference in uses in RM-4 and RM-12; the Town is in the process of reviewing the workforce housing consultant's recommendations; and the Town has not adopted any policy guidance related to workforce housing at this time.

Chairman Kristian asked if the applicant would like to make a presentation. The applicant made a presentation. The Commission and the applicant discussed the application at length, including: the Marriott and the Sonesta hold master leases for all of the existing units for their employees; the existing configuration of the property and a floor plan of what the proposed density could look like on the property; the density requested could be reached with 3-story buildings at a height of 38 feet to the roof ridge; concern the taller buildings would be approximately 20 feet away from neighboring properties; entering into an agreement restricting short term rentals and long term conversions; setting aside 5% of units for workforce housing; concerns that the application does not meet all of the criteria for a zoning map amendment; the application addresses multiple housing needs through master leases, workforce housing, and open market rental; and concern for what happens after the proposed 10 year restriction on conversion expires.

Chairman Kristian opened the meeting for public comments and the following were received: concerns for the local workforce being able to afford to rent a unit; timeshare conversions; traffic impacts; and the current residents of the property using the amenities at Cotton Hope II.

The Commission made additional comments and inquiries regarding: timeshares are not permitted in the current and proposed zoning districts; there is a maximum impervious coverage requirement of 35% in multi-family development; there is no open space

requirement in multi-family development; contracts and conditions cannot be enforced on this type of zoning; avoiding discouraging applicants who want to address workforce housing needs; Town Council needs to adopt policy to address the workforce housing issues and needs; and consideration of a weighted system for the criteria.

Upon the conclusion of the discussion, Chairman Kristian asked for a motion. A motion by Commissioner Perry to recommend the Planning Commission override Staff's recommendation and forward the application to Town Council for further direction on it and how other developers move forward with the process, failed for lack of a second. Chairman Kristian then asked if there was another motion.

Commissioner Scanlon moved the Planning Commission find this application to be inconsistent with the Town's Comprehensive Plan and does not serve to carry out the purposes of the LMO, based on those Findings of Facts and Conclusions of Law as determined by the LMO Official and enclosed in the Staff Report, with a recommendation of denial of this application to Town Council. Commissioner Simmons seconded. The motion passed with a vote of 5-2-0.

Chairman Kristian and Commissioner Perry indicated they were opposed to the motion because of the immediate need for workforce housing, which needs to be addressed by Town Council.

Commissioner Perry moved that Staff and Town Council move as expeditiously as possible to adopt a set of criteria regarding workforce housing so that Staff and Planning Commission have the tools to work with applicants accordingly. Commissioner Scanlon seconded. The motion passed with a vote of 7-0-0.

11. Commission Business

a. Committee Appointments

Chairman Kristian asked the Chairperson of each Committee to coordinate with the appropriate Staff member to schedule a meeting.

12. Chairman's Report – None

13. Committee Report – None

14. Staff Report

- a. Quarterly Report – The report was included in the Commission's packet.**

15. Adjournment

The meeting was adjourned at 11:20 a.m.

Submitted by: Teresa Haley, Secretary

Approved: [DATE]



TOWN OF HILTON HEAD ISLAND COMMUNITY DEVELOPMENT DEPARTMENT

One Town Center Court

Hilton Head Island, SC 29928

843-341-4757

FAX 843-842-8908

STAFF REPORT NEW STREET NAME

| Case #: | Name of Project: | Public Hearing Date: |
|----------------|------------------|----------------------|
| STDV-1538-2018 | Old Stoney Lane | August 21, 2019 |

| Parcel Number and Address: | Applicant/Agent: |
|-----------------------------------------------|-----------------------------------------------------------------------------|
| R511 007 000 0056 0000 18 Squire Pope Road | David R. Karlyk Carolina Engineering PO Box 294 Beaufort, SC 29901 |

Application Summary:
David R. Karlyk, a representative of Carolina Engineering, proposes to name a new street Old Stoney Lane. This street will serve a new 42 lot subdivision.

Staff Recommendation:
Staff recommends the Planning Commission **approve** the Old Stoney Lane street name application based on the review criteria outlined in Land Management Ordinance Section 16-2-103.O.4 and enclosed herein.

Background:
The subject street is the primary street for a new 42 lot subdivision (tentatively named Old Stoney Village) with a current project address of 18 Squire Pope Road. The applicant is proposing to name the street Old Stoney Lane in reference to the historic Gullah village named Stoney, which encompasses the area of the subject parcel. Old Stoney Lane is a unique street name within Beaufort County while being easy to read and pronounce.
Beaufort County Dispatch and the Town Fire Rescue Dispatch have both determined Old Stoney Lane meets their standards for new street names.

As set forth in LMO Section 16-2-103.O.3.d, Decision-Making Body Review and Decision, the Commission shall hold a public hearing and make a final decision on the application based on the standards in LMO Section 16-2-103.O.4, Street/Vehicular Access Easement Review Standards.

Summary of Facts and Conclusion of Law:

Criteria A: No new street or vehicular access easement, or proposed modification of the name of an existing street or vehicular access easement, shall duplicate, be phonetically similar to, or in any way be likely to be confused with an existing street or vehicular access easement, despite of the use of prefixes or suffixes. (LMO Section 16-2-103.O.4.a).

Findings of Fact:

- Town staff, Town Fire Rescue Dispatch, and Beaufort County Dispatch have determined Old Stoney Lane is not duplicated within the Town or Beaufort County.
- Town staff, Town Fire Rescue Dispatch, and Beaufort County Dispatch have determined Old Stoney Lane is not phonetically similar to an existing street or vehicular access easement.
- Town staff, Town Fire Rescue Dispatch, and Beaufort County Dispatch have determined Old Stoney Lane will not likely be confused with an existing street or vehicular access easement.

Conclusion of Law:

- The proposed street name of Old Stoney Lane **meets the requirements** of this criterion.

Summary of Facts and Conclusion of Law:

Criteria B: Name(s) shall be simple, logical, easy to read and pronounce, and are clear and brief. Use of frivolous or complicated words or unconventional spellings in names shall not be approved. (LMO Section 16-2-103.O.4.b).

Findings of Fact:

- Town staff, Fire Rescue Dispatch, and Beaufort County Dispatch determined Old Stoney Lane is simple, logical, easy to read and pronounce.
- Town staff, Fire Rescue Dispatch, and Beaufort County Dispatch determined Old Stoney Lane is clear and brief.
- Town staff, Fire Rescue Dispatch, and Beaufort County Dispatch determined Old Stoney Lane does not include frivolous or complicated words or unconventional spelling.

Conclusion of Law:

- The proposed street name, Old Stoney Lane, **meets the requirements** of this criterion.

Summary of Facts and Conclusions of Law:

Criteria C: It is desirable to use names that have some association with Hilton Head Island and specifically with the immediate location of the street or place, such as reference to local history or physiographic features. (LMO Section 16-2-103.O.4.c).

Finding of Fact:

- The proposed development and the proposed street are located in the heart of the Stoney Historic Gullah Neighborhood.

Conclusions of Law:

- The proposed street name, Old Stoney Lane, **meets the requirements** of this criterion.
- The proposed street name reflects the name of the Historic Gullah Neighborhood where the development and street are located.

Summary of Facts and Conclusion of Law:

Criteria D: Use of a common theme is recommended for names of streets that are associated with one another, such as those within a residential development. (LMO Section 16-2-103.O.4.d).

Finding of Fact:

- Old Stoney Village is the tentative name of the residential development and Old Stoney Lane is the name of the main proposed street.

Conclusion of Law:

- The proposed street name, Old Stoney Lane, **meets the requirement** of this criterion.

Summary of Facts and Conclusion of Law:

Criteria E: Streets or vehicular access easements that continue through an intersection should generally bear the same name, except where the street crosses a major arterial or where existing address points on a street require that the street given a different name. (LMO Section 16-2-103.O.4.e).

Finding of Fact:

- The proposed street, Old Stoney Lane, does not continue through an intersection.

Conclusion of Law:

- **This criterion does not apply** to this application.

Summary of Facts and Conclusion of Law:

Criteria F: A street or vehicular access easement making an approximate right-angle turn where there is no possibility of extending the street or vehicular access easement in either direction shall be considered to be continuous and continue the same name. Where there is a choice of direction or a possibility of extending either section in the future, such configuration shall be considered to be an intersection and the street/easement segments extending from the intersection shall bear different names. (LMO Section 16-2-103.O.4.f).

Finding of Fact:

- There is no possibility of extending the roadway because it will be surrounded by single family lots and it terminates into the marshy area encompassing the northeastern half of the subject parcel.

Conclusion of Law:

- **This criterion does not apply** to this application.

Summary of Facts and Conclusion of Law:

Criteria G. New or modified street names should generally use Drive, Lane, Place, Road, Street, or Way as suffixes. The following street designations should only be used if the street design meets one of the following descriptions. This list is not intended to limit the use of other appropriate suffixes.

1. *Alley – A street providing vehicular access to the rear of lots or buildings, usually as a secondary means of access to a property.*
2. *Avenue – A street that is continuous.*
3. *Boulevard – A street with a landscaped median dividing the roadway.*
4. *Circle – A street with a complete loop on the end or a side street that intersects another street at two adjacent intersections.*
5. *Court – A street terminating in a cul-de-sac, not longer than 1,000 feet in length.*
6. *Extension – A section of street forming an additional length.*
7. *Parkway – A street designated as a collector or arterial road, with a landscaped median reflecting the parkway character implied in the name.*

(LMO Section 16-2-103.O.4.g).

Findings of Fact:

- Criteria G states “New or modified street names should generally use Drive, Lane, Place, Road, Street, or Way as suffixes.”
- The proposed name is Old Stoney Lane.

Conclusion of Law:

- The proposed street name, Old Stoney Lane, **meets the requirements** of this criterion.

Summary of Facts and Conclusion of Law:

Criteria H. The suffixes Manor, Trace, and Common shall typically be used to name vehicular access easements. (LMO Section 16-2-103.O.4.h).

Finding of Fact:

- The subject roadway is a street, not an access easement.

Conclusion of Law:

- **This criterion does not apply** to this application.

Summary of Facts and Conclusion of Law:

Criteria I. Where natural barriers, intervening land uses, or developments that break an existing street into two separate streets that are not likely to be reconnected in the future, the streets shall be named in a manner that considers the potential economic impact of the number of address points and type of addresses impacted. (LMO Section 16-2-103.O.4.i).

Finding of Fact:

- The existing roadway is not broken into two separate streets.

Conclusion of Law:

- **This criterion does not apply** to this application.

PREPARED BY:

RF

Ricardo Franco
Addressing Technician

August 5, 2019

DATE

REVIEWED BY:

JF

Joheida Fister
Fire Marshal

August 5, 2019

DATE

REVIEWED BY:

AC

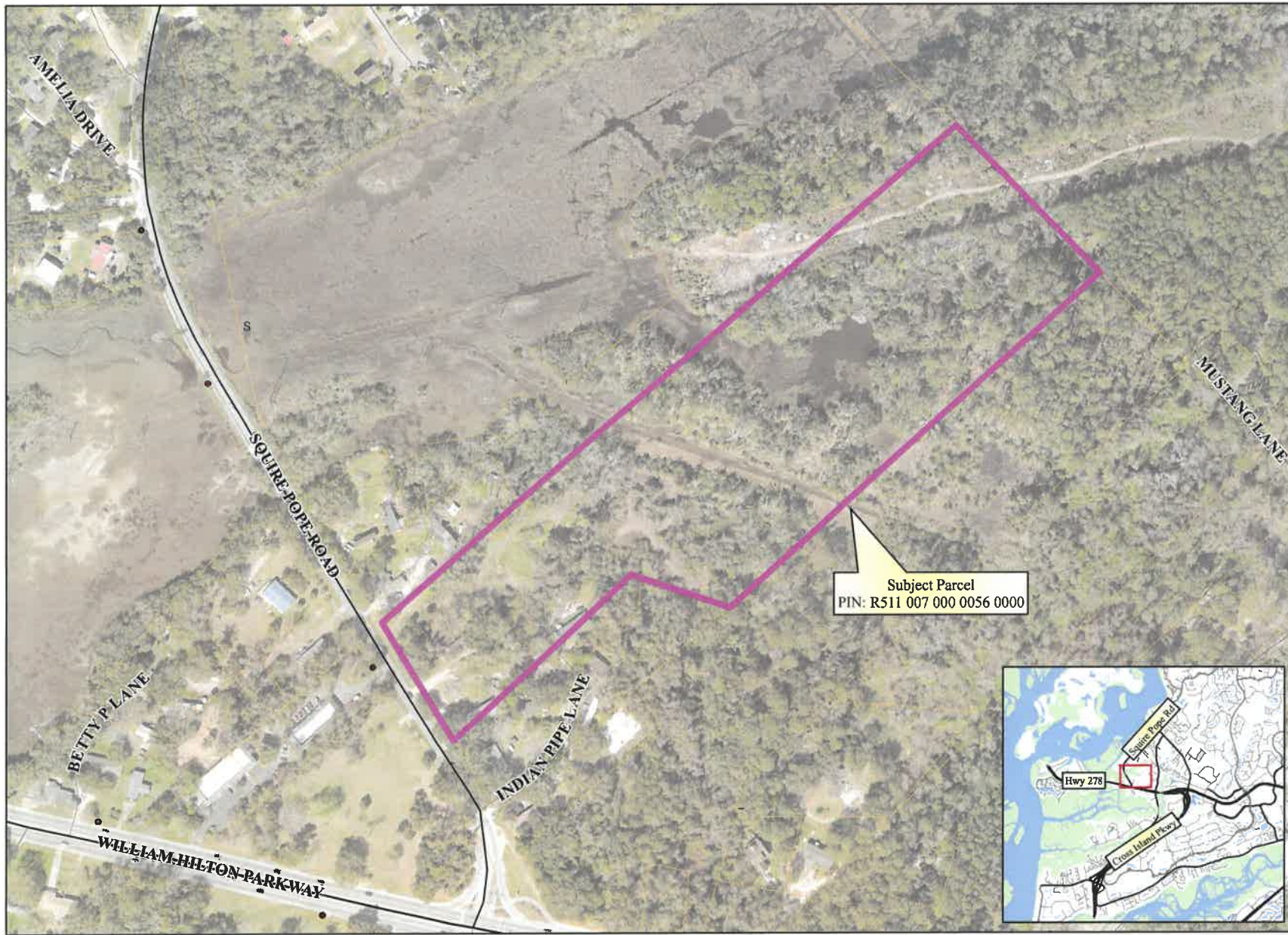
Anne Cyran, *AICP*
Planning Commission Coordinator &
Senior Planner

August 5, 2019

DATE

ATTACHMENTS:

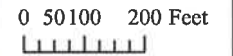
- A) Location Map
- B) Site Plan
- C) Narrative



STDV-1538-2019

Old Stoney Lane
Street Naming

1 inch = 200 feet



Staff Report
Attachment A
Location Map

Subject Parcel
PIN: R511 007 000 0056 0000

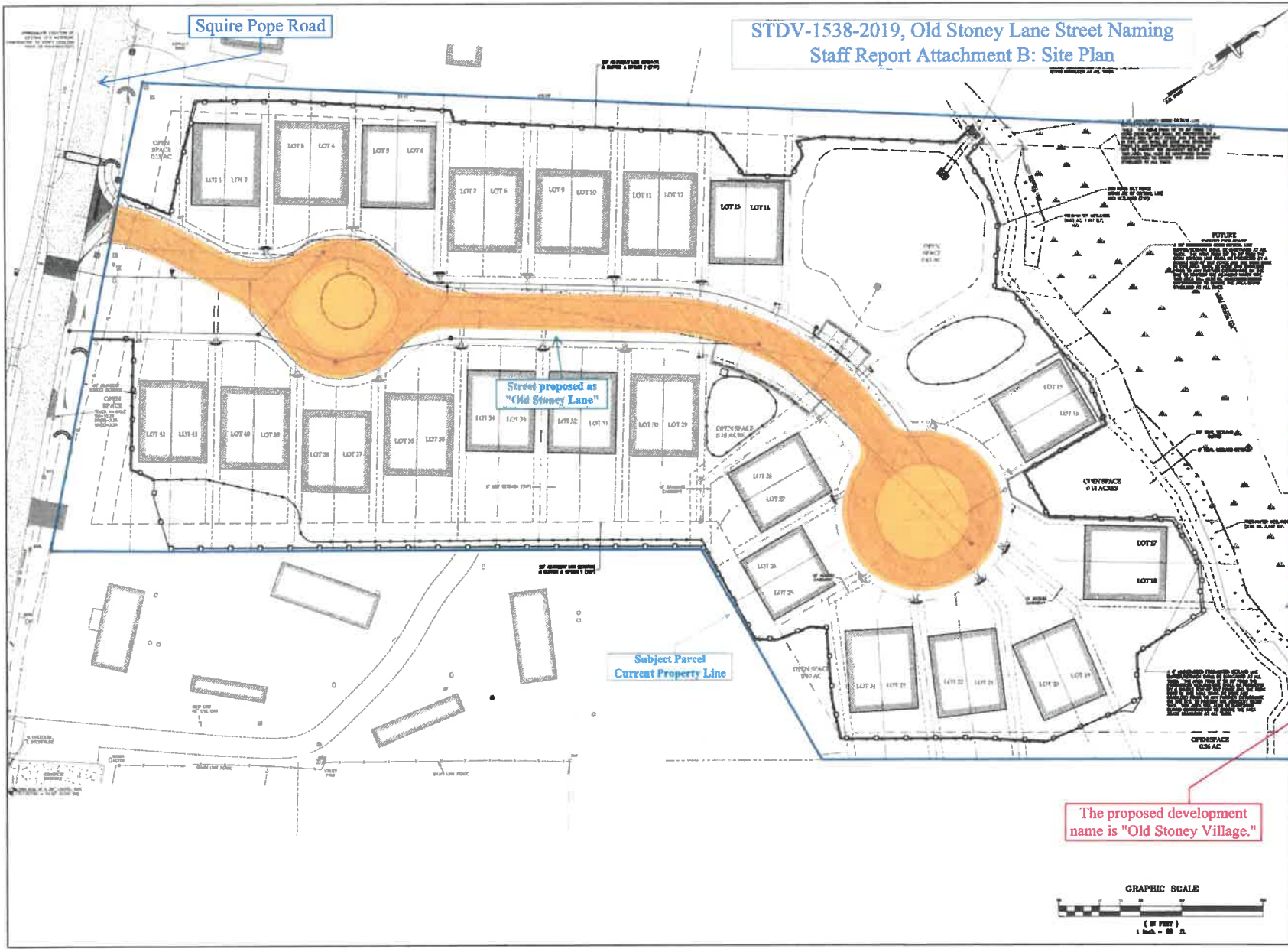


TOWN OF HILTON HEAD ISLAND
ONE TOWN CENTER COURT
HILTON HEAD ISLAND, S.C. 29928
PHONE (843) 341-4800

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Squire Pope Road

STDV-1538-2019, Old Stoney Lane Street Naming Staff Report Attachment B: Site Plan



Street proposed as
"Old Stoney Lane"

Subject Parcel
Current Property Line

The proposed development
name is "Old Stoney Village."



| NO. | DATE | DESCRIPTION |
|-----|------|-------------|
| 1 | | |
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| 7 | | |
| 8 | | |

SCQUIRE TOWN VILLAGE
HILTON HEAD ISLAND
BEAUFORT COUNTY, SC

CAROLINA ENGINEERING CONSULTANTS, INC.
 4400 069
 843.208.0868 (fax)
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 10 BOX 29
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PROJECT: 2161
 DATE: 12/04/19
 REVISED: 07/02/19
 DRAWN BY: TJA
 ENGINEER: DRK
 SCALE: 1"=30'

**SURFACE WATER
 PROTECTION PLAN**

**7
 OF 14**

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**STDV-1538-2019 Old Stoney Lane Street Naming
Staff Report Attachment C: Narrative**

Street Name Narratives
~~Squire Pope Village~~
Project No. 2161

The proposed development name is "Old Stoney Village".

The following is a list of potential names for the roadway within the ~~Squire Pope Village~~ subdivision and the corresponding required narrative, consistent requirements of the LMO, sections C&D. The names are in no particular order, as any of these we would find acceptable. Please note which of these the town would like deleted and we will confirm one from among the remaining suggestions for the subdivisions final plan.

Historic Narrative:

Beaufort County in the 18th century was booming due to the ship building industry. Its ship building industry was one of the largest in the 13 colonies and the deep-water creeks and prevalent live oaks & longleaf pine trees made Hilton Head a popular place for this activity. The first vessel constructed in Beaufort County was the 15 ton schooner¹ named the "St Joseph", built in 1740 for influential traders and merchants. These merchants commissioned ships to be made of Sea Island Oaks that could weather and endure even the most treacherous of seas; earning American shipbuilders the reputation of producing the world's best ships in this period.

As a continuing testament to the quality and durability of the Sea Island Live Oak trees found on Hilton Head, in 1997 the famed "USS Constitution" (Old Ironsides) was rebuilt using live oaks felled during construction of Hilton Head Island's Cross Island Parkway.

During the colonial period it required 200 workers 60-100 days. (carpenters, joiners, sail makers, borers, coppers, caulkers, painters, blacksmiths, dubbers and an assortment of others for menial tasks) to construct a 150-ton ship, thus towns and villages became an important part of the industry providing skilled labor for the task.²

Following the capture of Hilton Head Island near the start of the American Civil War (1860's) the freed descendents of West African slaves who had worked the rice plantations in South Carolina (Hilton Head) became known as the Gullah people according to historian Joseph Opala. By the late 1860's ten Gullah villages had been established on Hilton Head in various locations around the island. Among these was an area where the new Squire Pope Village community property is located and originally called Stony; considered to be the "gateway to Hilton Head" and to some "downtown Hilton Head" for the time.

³Currently the town of Hilton Head in an attempt to identify and protect the Gullah heritage of the Island has placed signs defining each of the ten Gullah heritage locations around the Island.

Given the process of local tree harvesting was so critical to the success of the ship building industry during colonial time; names associated with various types of tree species should be suitable for selection on the Squire Pope Village property. While the use of the names Live Oaks, Longleaf Pine etc. in various forms and combinations have been used extensively the Wild Olive is a tree that grows well in the soil conditions found at Squire Pope Village. The Wild Olive (*Osmanthus americanus*⁴) is a small evergreen

¹ Hilton Head history-Sea Islands and Ship Building: hhireb.com

² Wikipedia

³ The Gullah History of Hilton Head Island, by Matthew Wright February 6, 2017

⁴ Edward F. Gilman and Dennis G. Watson. Fact Sheet ST-424 University of Florida October 1994.

tree native to the southeastern United States. It commonly grows 15-25 feet, but can reach heights of 40 feet in its native habitat. It sports lush, dark olive green leaves throughout the year, with clusters of small, white, fragrant early spring flowers, followed by dark blue drupes that ripen in the fall.

In keeping with this historical ship building, tree harvesting tradition the Squire Pope Village community on Hilton Head will remake an image of this ship building "village" as its community theme and highlight the quality of life and times during this exceptional period. The road names suggested below will play a part in bringing the history, cultural heritage and charm of these by-gone eras to life at Squire Pope Village.

Street Names suggested:

Shipwright's Circle – The shipwright was a highly skilled worker in the ship building trade during the colonial period. Consistent with the ship building activity during this time, it's safe to say that such a position was filled on Hilton Head during these times, as well. Given the Squire Pope Village story revolving around ship building and the harvesting of Oak and Pine tree species for the ships this name would work well for the community and we have not been able to identify any conflicts with this on local databases.

Pine pitch Lane – The colonial shipbuilding process began with the frame and then heating the hull of the ship, using steamers and firewood as fuel. Planks were heated in order to bend the wood to the desired curve of the ship. Once framing and planking was complete, caulking was needed to waterproof the ship. Pine pitch (extracted from pine trees) was material mixed with hemp fibers to caulk and seal spaces between wood planks. Again, this name is relevant to the story line theme for Squire Pope Village and no evidence exists showing it has been previously used on Hilton Head.

Old Stoney Lane – Given that the new Squire Pope Village community lies within the heart of what was previously the old Gullah Village identified as Stoney (late 1860's) this name would perpetuate the heritage once realized in the area and re-invent this previously established village for future generations to acknowledge and enjoy. No competing street names were found in our research for Hilton Head.

Wild Olive Court – The Wild Olive plant is native to Hilton Head and the Southeastern United States. The name is unique and distinctive. Since it has not previously been used for any roadway on Hilton Head it lends quick and easy identification for emergency personnel, yet still conforms to the story line for Squire Pope Village listed above. Additionally, its colorful flowers add appeal to potential logo designs for the community and the plant itself will be used onsite, given its year round foliage and screening characteristics.

Other possible names:

St Joseph Schooner – first ship built in Beaufort County (1740).

Skysail Lane – triangular sail on the USS Constitution.