

**TOWN OF HILTON HEAD ISLAND**  
**Planning Commission**  
**Minutes of the October 3, 2018 – 9:00 a.m. Meeting**  
**Benjamin M. Racusin Council Chambers**

Commissioners Present: Chairman Alex Brown, Vice Chairman Peter Kristian, Leslie McGowan, Glenn Stanford, Todd Theodore, Judd Carstens, Lavon Stevens, Michael Scanlon

Commissioners Excused: Caroline McVitty

Town Council Present: None

Town Staff Present: Chris Darnell, Urban Designer; Shea Farrar, Landscape Associate; Brian Hulbert, Staff Attorney; Teri Lewis, LMO Official; Jennifer Ray, Planning & Special Projects Manager; Anne Cyran, Senior Planner; 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 to the Flag**

**3. Roll Call**

**4. Freedom of Information Act Compliance**

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

**5. Approval of Agenda**

Vice Chairman Kristian moved to approve the agenda as presented. Commissioner Stanford seconded. The motion passed unanimously.

**6. Approval of Minutes – Meeting of September 5, 2018**

Vice Chairman Kristian moved to approve the minutes of the September 5, 2018 meeting as submitted. Commissioner Stanford seconded. The motion passed unanimously.

**7. Appearance by Citizens on Items Unrelated to Today's Agenda**

Roger Freedman, owner of Broad Creek Marina and Zipline Hilton Head, asked the Commission to consider an LMO amendment to allow electric go-karts as an Outdoor Commercial Recreation use. Mr. Freedman requested that this amendment be considered as soon as possible to allow him to open an electric go-kart facility this spring. Chairman Brown asked Mr. Freedman to submit a written request to the LMO Committee.

**8. Unfinished Business – None**

**9. New Business – None**

**10. Commission Business**

**a. Review and Adoption of 2019 Meeting Schedule**

Chairman Brown expressed concern that the January 2 and July 3 meetings would conflict with the adjacent holidays, and that a meeting on April 17 would conflict with the RBC Heritage. Chairman Brown recommended those meetings be cancelled and that special meetings can be scheduled as needed.

Commissioner Stanford moved to approve the 2019 Meeting Schedule with the deletion of the January 2, April 17, and July 3 meetings. Commissioner Scanlon seconded. The motion passed with a vote of 8-0-0.

**11. Chairman’s Report – None**

**12. Committee Report**

Commissioner Stanford reported Scott Liggett, Director of Public Projects and Facilities/Chief Engineer will provide a CIP update at the Commission’s October 17<sup>th</sup> meeting.

Commissioner Stevens reported on the status of the Gullah-Geechee Land & Cultural Preservation Task Force, the recently hired consultant, The Walker Collaborative, and the liaison position.

Commissioner Carstens reported the Public Planning Committee recently approved the Comprehensive Plan/Vision Phase 2 recommendations with a slight modification to change “public” leadership to “community” leadership in one of the proposed principles. The Comprehensive Plan Committee is looking at dates to meet to discuss details of the management team and working groups.

Vice Chairman Kristian reported the LMO Committee is looking into dates to meet.

**13. Staff Report**

**a. Update on Affordable Workforce Housing Initiative**

Ms. Ray presented information pertaining to the recent meeting of the Public Planning Committee (PPC) and the recently hired consultant, Lisa Sturtevant & Associates, a Virginia based company specializing in housing policy and planning. They will partner with the Clemson University Department of City Planning and Real Estate Development.

The Commission made comments and inquiries regarding: the consultant’s presentation to PPC; the consultant sharing information on affordable workforce housing in other communities; most available land that is not Town-owned is native-owned property; the consultant’s timeline and deliverables; there are no short term policies in place to provide incentive for developers to build affordable housing; any related LMO changes would involve a comprehensive process and require public hearings; and taking a comprehensive approach to affordable workforce housing.

The Commission asked staff to provide them with Dr. Sturtevant’s presentation to the PPC and the staff-prepared underutilized/vacant property maps. Chairman Brown asked staff to notify the Commission of the consultant’s upcoming visits and to provide an update to the full Commission after each visit.

**b. Quarterly Report**

Ms. Cyran noted a revision made to the report regarding the status of ZA-001467-2018. The Commission made inquiries regarding the status and asked Ms. Cyran to include an additional revision to the report. Ms. Cyran indicated for the next meeting, staff will add the CIP update to the agenda and plan a Board/Commission continuing education training.

**14. Adjournment**

The meeting was adjourned at 9:40 a.m.

Submitted by: Teresa Haley, Secretary

Approved: November 15, 2018

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Alex Brown, Chairman