



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

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**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; and consideration of a weighted system for the criteria. The Commission expressed concern that the lack of a Town Council adopted policy on workforce housing may serve to discourage applicants who wish to address the present need for workforce housing. The Commission further expressed that Town Council needs to adopt policy to address the workforce housing issues and needs.

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:** August 21, 2019