



Town of Hilton Head Island  
**Planning Commission Meeting**  
January 6, 2021 at 9:00 a.m. Virtual Meeting  
**MEETING MINUTES**

**Present from the Commission:** Chairman Peter Kristian, Vice Chairman Lavon Stevens, Leslie McGowan, Michael Scanlon, Mark O'Neil, Alan Perry, Todd Theodore, Stephen Alfred, John Campbell

**Absent from the Commission:** None

**Present from Town Council:** Tamara Becker, Tom Lennox, Glenn Stanford, David Ames

**Present from Town Staff:** Anne Cyran, Senior Planner; Teri Lewis, Deputy Community Development Director; Jayme Lopko, Senior Planner; Jennifer Ray, Deputy Community Development Director; Teresa Haley, Senior Administrative Assistant

---

**1. Call to Order**

Chairman Kristian called the meeting to order at 9:00 a.m.

**2. 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.

**3. Roll Call** – See as noted above.

**4. Approval of Agenda**

Chairman Kristian asked for a motion to approve the agenda. Commissioner Alfred moved to approve. Commissioner Scanlon seconded. By way of roll call, the motion passed with a vote of 9-0-0.

**5. Approval of Minutes**

a. Meeting of December 16, 2020

Chairman Kristian asked for a motion to approve the minutes of the December 16, 2020 meeting. Commissioner O'Neil moved to approve. Commissioner McGowan seconded. By way of roll call, the motion passed with a vote of 9-0-0.

**6. Appearance by Citizens**

Public comments concerning agenda items were to be submitted electronically via the Open Town Hall portal. All comments received via the portal were provided to the Commission for review and made a part of the official record. Citizens were also provided the option to sign up for public comment participation by phone during the meeting. There were no requests to participate by phone.

**7. Unfinished Business**

a. Review and recommendation on Workforce Housing Land Management Ordinance amendments to create a bonus density incentive for the Workforce Housing Program.

Ms. Lopko presented the recommendation as described in the Commission's Agenda Package. Staff recommends the Planning Commission review the proposed Workforce Housing (WFH) Land Management Ordinance (LMO) amendments related to bonus density and forward a recommendation of approval to Town Council.

Chairman Kristian opened the meeting for public comment. There were no members of the public who signed up to give comment by phone during the meeting. Written public comments received through the Open Town Hall portal were provided to the Commission for review and made part of the meeting record.

The Commission made comments and inquiries regarding: confirmed this proposal does not take away any property rights; if properties were combined into a single parcel of 3 acres or more and zoned RM-4, one would be able to apply for the bonus density under this proposal; the map is not proposed to be adopted as part of the LMO; the parcels identified on the map would be eligible to participate under this proposal; the Habitat for Humanity parcels on Alex Patterson Road are not 3 acres; Mr. Ed Flynn's property on Alex Patterson Road already has an approved development plan and is in the development phase and therefore cannot participate in this proposal; 160 acres would be eligible under this plan; the bonus density is capped at 12 du/acre; the plan with Workforce Housing is to begin small to see what works and make changes to the program as needed; there are no eligible parcels on the south end of the island because there are no parcels zoned RM-4; whether there was consideration to defer this phase to see what happens with the commercial conversion phase; this appears to be a limited area to allow for a density bonus; RM-8 is not included in this proposal, only RM-4; currently 'family compound' does not exist as a defined use in the LMO, however, hypothetically family compounds with mobile homes on them would be eligible for this program if they meet the criteria; how this program works in relation to the proposed HNP-O District; staff is proposing that, if eligible, property owners could participate in both this proposal and the HNP-O District with a density bonus incentive limited to a maximum of 12 units/acre; eligible properties require access to a minor arterial; there are no exceptions being proposed to setbacks, buffers, and other applicable LMO requirements; this proposal is not a rezoning of any properties; the proposal would allow for a conditional use on certain properties that meet the criteria.

Commissioner Perry moved to recommend the Planning Commission forward the proposed Workforce Housing (WFH) Land Management Ordinance (LMO) amendments related to bonus density to Town Council with a recommendation of approval. Commissioner Scanlon seconded. By way of roll call, the motion passed with a vote of 9-0-0.

**8. Commission Business – None**

**9. Chairman's Report – None**

**10. Committee Reports**

Vice Chairman Stevens reported the Public Planning Committee will be reviewing the HNP-O District soon. The Gullah-Geechee Land & Cultural Preservation Task Force will be looking into meeting dates to work on their additional recommendations.

**11. Staff Report**

Ms. Cyran reported there are three applications scheduled for the January 20, 2021 meeting.

**12. Adjournment**

The meeting was adjourned at 9:32 a.m.

**Submitted by:** Teresa Haley, Secretary

**Approved:** January 20, 2021