



Town of Hilton Head Island
Public Planning Committee Special Meeting
September 28, 2021, at 9:00 a.m. Virtual Meeting
MEETING MINUTES

Present from the Committee: Chairman David Ames, Tamara Becker, Alex Brown, Glenn Stanford

Absent from the Committee: None

Others Present from Town Council: Bill Harkins

Present from Town Staff: Chris Yates, Interim Community Development Director; Teri Lewis, Deputy Community Development Director; John Tuttle, Technology & Innovation Director; Rene Phillips, Web Developer; Krista Wiedmeyer, Town Clerk; Teresa Haley, Senior Administrative Assistant

1. Call to Order

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

2. Freedom of Information Act 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. Approval of Minutes

- a. Regular Meeting – July 21, 2021
- b. Workshop – August 10, 2021

Chairman Ames asked for a motion to approve the minutes of the Regular Meeting of July 21, 2021, and the Workshop of August 10, 2021. Mr. Stanford moved to approve. Ms. Becker seconded. By show of hands, the motion passed by a vote of 4-0-0.

4. Appearance by Citizens

Public comments concerning agenda items were to be submitted electronically via the Town's Open Town Hall portal. There were no comments of record. Citizens were also provided the option to comment on agenda items during the meeting by phone. There were no callers for this meeting.

5. Unfinished Business

- a. Staff Update and Presentation of the Current Status of the Short-Term Rental Ordinance

Teri Lewis referenced the meeting held in June when Staff reviewed the results of research regarding existing short-term rental ordinances in over 20 communities. She noted the Committee shared they had concerns related to the impact of short-term rentals on neighborhoods particularly relating to noise, safety, parking, trash, and the lack of a contact person regarding such. The Committee also felt occupancy should be limited, safety inspections completed, and the definition of a short-term rental should be very

clear. Ms. Lewis informed the Committee there are approximately 33,000 residential units on Hilton Head Island with 9,500 potentially being identified as short-term rentals which makes it clear that changes need to be made regarding short-term rentals on the Island. Ms. Lewis introduced the consultants for this project, White and Smith, LLC, to conduct a presentation to the Committee regarding moving forward with attaining those changes.

Mr. Tyson Smith, Principal in Charge conducted a brief overview of White and Smith Planning and Law Group. He explained his group handles code projects for cities and counties across the country on all manners of land use issues and have had the opportunity to attack the short-term rental issue. He explained they worked with Kiawah Island among others regarding their short-term rental ordinance. He introduced Kelly Cousino, Project Manager to conduct her presentation.

Ms. Cousino conducted an extensive presentation covering the Scope of Work which includes: Public Planning Committee Workshop; Focus Group Sessions; Outline of Proposed Short-Term Rental (STR) Approach; STR Ordinance Drafts; Staff review; LMO Committee, Planning Commission, and PPC review; Town Council first and second readings; and Final for codification.

Mr. Smith explained the reason for acting is to clarify the rules and have consistent enforcement while finding a balance for such. He said it is important to have a tailored program for Hilton Head Island that will be durable. He added that residential purposes need to be defined and pointed out the need to deal with the gated and non-gated communities. Mr. Smith reviewed the common approaches regarding short-term rentals in detail. He reviewed the STR regulations in Kiawah Island and how they approach the issue and handle enforcement of the ordinance.

Ms. Cousino reviewed various STR regulations and approaches for Kiawah Island, City of Charleston, York County, Mount Pleasant and Charleston County.

The Committee made comments and inquiries regarding: residential homes on Hilton Head Island have become commercial enterprises rather than a single family home; neighborhoods being overwhelmed with short-term rentals; any current ability to regulate short term rentals; the need to limit or reduce the number of short-term rentals; the need for public input; a definition of the stakeholders to be approached; how other communities fare the challenges of regulating short-term rentals; the need for balance; impact on property values; the need to seek out studies done on impact regarding property values; the need for a problem statement; concern regarding absentee owners; impact of long-term rentals converting to short-term rentals; and the impact of residents quality of life.

After discussion, the Committee requested that staff review Our Plan to identify which aspects of the Plan are impacted by STR.

Chairman Ames requested that Staff write a Problem Statement to be submitted to the Committee for review.

It was the consensus of the Committee they would like to assist in the project and would need a list of the focus groups to review and subsequently contribute additional names or groups to be contacted. The Committee asked Staff to provide a contact person the members can provide when contacting individuals and/or groups.

Mr. Smith reviewed the time frame for the project noting the hope to have it completed by June 2022.

Ms. Cousino concluded with a summary of the next steps and stated she would provide the Committee with a list of those that have been contacted to date.

6. New Business

a. Consideration of the Proposed Calendar Year 2022 Meeting Dates

Chairman Ames asked for a motion to approve the Proposed Calendar Year 2022 Meeting Dates. Mr. Stanford moved to approve. Ms. Becker seconded. By way of roll call, the motion passed by a vote of 4-0-0.

7. Adjournment

The meeting was adjourned at 10:48 a.m.

Submitted by: Vicki Pfannenschmidt, Secretary

Approved: [DATE]