



Town of Hilton Head Island
Regular Planning Commission Meeting
Wednesday, October 17, 2012
3:00p.m. Benjamin M. Racusin Council Chambers
AGENDA

As a Courtesy to Others Please Turn Off All Cell Phones and Pagers during the Meeting.

1. **Call to Order**
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 mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.
5. **Approval of Agenda**
6. **Approval of Minutes - Regular Meeting October 3, 2012**
7. **Appearance by Citizens on Items Unrelated to Today's Agenda**
8. **Unfinished Business**
None
9. **New Business**
Public Hearing
PPR120007 – Application for Public Project Review from the Town of Hilton Head Island to construct a linear park connecting the proposed Shelter Cove Waterfront Park with the existing Collier Beach Park that will include multi-purpose pathways and boardwalks, parking improvements, restroom facilities and emergency access to the beach.
Presented by: Shea Farrar

Public Hearing
LMO Amendments - The Town of Hilton Head Island is proposing to amend Chapter 4 of the Land Management Ordinance (LMO) to revise Section 16-4-1204 to allow community service uses in the Office/Institutional Low Intensity (OL) Zoning District to be permitted by right. *Presented by: Anne Cyran*
10. **Commission Business**
Adoption of the Planning Commission's Schedule of Meetings 2013
11. **Chairman's Report**
12. **Committee Reports**

13. Staff Reports

Proposed Recommendations for 2013 Targets for Action suggested for Town Council
Presented by: Shea Farrar

14. Adjournment

Please note that a quorum of Town Council may result if four or more of their members attend this meeting.

*** Upcoming Planning Commission Meetings**

- a. Regular Planning Commission Meeting – November 7, 2012 at 9:00a.m.
- b. Regular Planning Commission Meeting – November 21, 2012 at 3:00p.m.

* Please visit the Town's website for complete and up-to-date information on all meetings.

1 **TOWN OF HILTON HEAD ISLAND**
2 **Regular Planning Commission**
3 **Wednesday, October 3, 2012 Meeting**
4 **9:00a.m – Benjamin M. Racusin Council Chambers**

DRAFT

5
6
7
8 Commissioners Present: Chairman Gail Quick, Vice Chairman Tom Lennox, Alex Brown,
9 David Bennett, Jack Docherty, Terry Ennis, Bryan Hughes, Barry Taylor,
10 and Brian Witmer

11
12 Commissioners Absent: None

13
14 Town Council Present: George Williams

15
16 Town Staff Present: Jayme Lopko, Senior Planner & Planning Commission Coordinator
17 Heather Colin, Development Review Administrator
18 Charles Cousins, Director of Community Development
19 Jill Foster, Deputy Director of Community Development
20 Kathleen Carlin, Secretary
21

22 **1. Call to Order**

23 **2. Pledge of Allegiance to the Flag**

24 **3. Roll Call**

25 **4. Freedom of Information Act Compliance**

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

28 **5. Approval of Agenda**

29 The agenda was **approved** as presented by general consent.

30 **6. Approval of Minutes**

31 The Planning Commission **approved** the minutes of the September 5, 1012 meeting as
32 amended by general consent.

33 **7. Appearance by Citizens on Items Unrelated to Today's Agenda - None**

34 **8. Unfinished Business**

35 None

36 **9. New Business**

37 **Public Hearing**

38 **Development Agreement and Related LMO Modifications (Exhibit D)**

39 A development agreement has been proposed between the Town of Hilton Head Island and
40 Shelter Cove Towne Centre, LLC. The property subject to the agreement is that certain 42.45
41 acre tract known as The Mall at Shelter Cove, located at 24 Shelter Cove Lane, and further
42 identified as Beaufort County Tax Map # 12B Parcel 26 and the 9.3 acre portion of Tax Map
43 #12C Parcel 2. At the request of the developer, Town Council has requested that the Planning
44 Commission review and make a recommendation on LMO modifications (Exhibit D) within
45 the development agreement.

1 * Commissioner Witmer recused himself from review of the above application due to a
2 potential conflict of interest. A Conflict of Interest Form was completed, signed and attached
3 to the record.

4 Chairman Quick opened the public hearing for this item and requested that Ms. Heather Colin
5 make her presentation on behalf of staff.

6
7 Ms. Colin presented an overhead review and item-by-item description of the proposed
8 variations to the Land Management Ordinance shown in Exhibit D. *Please see the staff's*
9 *report dated October 3, 2012 for complete information on Exhibit D.*

10
11 Ms. Colin stated that Town Council held the first public hearing on the Development
12 Agreement on August 7, 2012 and the second one is scheduled for October 16, 2012. Because
13 Exhibit D addresses variations to the Land Management Ordinance and the Planning
14 Commission is responsible to make recommendations for regulations for development of land,
15 the applicant had requested that the Planning Commission review Exhibit D.

16
17 On August 7, 2012 Town Council passed a motion to defer Proposed Ordinance 2012-23,
18 which would authorize the execution of a development agreement until such time that the items
19 related to the LMO, reflected in Exhibit "D" of the Mall at Shelter Cove Development
20 Agreement, are submitted to the Planning Commission for their review and recommendation.

21
22 The LMO Committee met on September 19, 2012 and after hearing a summary from staff,
23 information from the applicant and public comments made a recommendation that the Planning
24 Commission find this request to be consistent with the South Carolina Development
25 Agreement Act and serves to carry out goals of the Town of Hilton Head Island's 2010
26 Comprehensive Plan, facilitating the redevelopment of this area.

27
28 The LMO Committee recommended *Approval* with the following conditions: (1) a 20'
29 adjacent use setback is maintained for the multi-family located on the southern side of the park,
30 and that the Design Review Board review this elevation to ensure a compatible building façade
31 with the park; and (2) that a minimum of 80% of the required parking for the multi-family
32 units be provided 'on-site' of the units that they are serving. The Staff recommended that the
33 Planning Commission make a recommendation for *Approval* to Town Council.

34
35 Following Ms. Colin's presentation, Chairman Quick requested comments from the public and
36 the following were received: Mr. Aubrey Vaughn and Mrs. Barbra Hall, residents of the
37 Newport Community, presented statements in opposition to the modifications to Chapter 4,
38 Zoning District Regulations, regarding the size and the location of the fueling center.
39 Following these public comments, Chairman Quick stated that the public hearing for this item
40 is closed. Chairman Quick then requested that the applicant make his presentation.

41
42 Mr. Wes Jones, Attorney and representative for the developer, presented statements in support
43 of modifications to Exhibit D. Mr. Jones stated that the proposed variations to the Land
44 Management Ordinance pertain strictly to this site. The proposed variations are compliant with
45 the state's Enabling Act and they are consistent with the Town's Comprehensive Plan.

46
47 The Planning Commission and Mr. Jones discussed the setback strategy and the role of the
48 Design Review Board in reviewing the project. Mr. Mark Senn, with Blanchard & Calhoun,
49 developer for the project, presented statements in support of the modifications to Exhibit D.

1 Mr. Senn also presented comments in support of the work being done on the project. The
2 Planning Commission and Mr. Senn discussed several issues including the building's
3 architectural features. Commissioner Hughes presented statements regarding the location of
4 the fueling center. Mr. Charles Cousins presented statements regarding the role of the
5 Planning Commission in deciding the plan. Mr. Cousins stated that the site design is approved
6 by Town Council.
7

8 Commissioner Ennis presented statements regarding the state of the existing Mall and the need
9 to move forward with the redevelopment plans. Commissioner Bennett, Chairman of the LMO
10 Committee, presented statements with regard to the setback issue. Commissioner Bennett
11 stated that he recommends that the setback be reduced from 20-feet to 10-feet. Other members
12 of the LMO Committee stated their agreement. The Planning Commission thanked Mr. Jones
13 and Mr. Senn for their participation. Following final statements by the Planning Commission,
14 Chairman Quick requested that a motion be made.
15

16 Commissioner Docherty made a **motion** that the Planning Commission send Exhibit D,
17 including the revision that reduces the setback, and sent to Town Council with a
18 recommendation of approval. Commissioner Ennis **seconded** the motion and the motion
19 **passed** with a vote of 8-0-0.
20

21 The Planning Commission discussed the letter that the Planning Commission will send to the
22 Design Review Board. The letter will address the public's concerns, it will recommend
23 reasonable architectural relief for the building, and it will request reassurance of compatibility.
24 Commissioner Bennett made the **motion** as stated above. Commissioner Taylor **seconded** the
25 motion and the motion **passed** with a vote of 8-0-0.
26

27 **10. Commission Business**

28 None

29 **11. Chairman's Report**

30 None

31 **12. Committee Reports**

32 a) Commissioner Ennis reported that the Comprehensive Plan Committee met this morning to
33 prepare the targets for Town Council. This item will appear on the Planning Commission's
34 October 17, 2012 agenda.

35 b) Vice Chairman Lennox reported that the CIP Committee will meet on Thursday, October
36 4th at 10:00a.m for review of the Fiscal Year 2013 CIP Update, review of Proposed Fiscal Year
37 2014 Capital Improvement Program, the Chaplin Initiative Area, and the Coligny Initiative
38 Area.

39 c) Commissioner Bennett reported the LMO Committee met on September 19, 2012 to
40 discuss Exhibit D of the Development Agreement. The Committee also met on September 24,
41 2012 to review the staff's proposed amendment to Chapter 4, Sec. 16-4-1204 to allow
42 community services uses in the Office/Institutional Low Intensity (OL) Zoning District.
43
44

1 **13. Staff Reports**

2 (a) Quarterly Report

3 Mrs. Lopko presented the Quarterly Report to the Planning Commission

4
5 (b) Report on State Training Program

6 Ms. Jill Foster stated that the South Carolina Planning Education Advisory Committee
7 (SCPEAS), which oversees mandatory training for municipal and county boards and
8 commissions, has approved the staff's proposed new Training Program.

9
10 New members must receive six (6) hours of Orientation Training during their first year;
11 whereas other members must maintain three (3) hours training in subsequent years. The
12 approved program is geared toward training that is more specific to the issues that are
13 facing Hilton Head Island.

14
15 Ms. Foster presented a brief overview of the training topics that will be presented by staff.
16 The first training session on the topic of Variances will be presented to the BZA on
17 Monday, October 22, 2012 at 2:30p.m. The second training session on the topic of Design
18 Guidelines will be presented following the DRB meeting on Tuesday, October 23, 2012.
19 All Board members and Commissioners are invited to attend the training sessions to
20 complete their mandated training requirements. Ms. Foster requested that the Planning
21 Commission contact her if they have any questions on the training material. The Planning
22 Commission thanked Ms. Foster for creating the training program.

23
24 **14. Adjournment**

25 The meeting was adjourned at 10:00a.m.

26
27 Submitted By:

Approved By:

28
29
30
31 _____
32 Kathleen Carlin
33 Secretary

30
31 _____
32 Gail Quick
33 Chairman



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 PUBLIC PROJECT REVIEW

Case #	Name of Project	Public Hearing Date
PPR120007	Chaplin Linear Park	October 17, 2012

Parcel Data and Location	Applicant
Properties running from Shelter Cove Park along Broad Creek connecting across William Hilton Parkway through Chaplin Community Park to Collier Beach Park.	Jennifer Ray Town of Hilton Head Island One Town Center Court Hilton Head Island, SC 29928

Application Summary

Application for Public Project Review from the Town of Hilton Head Island to construct a linear park that will connect the proposed Shelter Cove Waterfront Park, approved as PPR120003 in June 2012, and existing Shelter Cove Park, approved as PPR040003 in 2004 with Collier Beach Park, approved as PPR-01-99 in 1999. The park would include a pathway system, parking improvements, restrooms and beach access amenities. Areas receiving previous Public Project Review approvals from the Planning Commission are not subject to this review.

Staff Recommendation

Staff recommends the Planning Commission find this application to be compatible with the Town's Comprehensive Plan for location, character and extent based on those Findings of Facts and Conclusions of Law as determined by the LMO Official and enclosed herein.

Background:

The concept of developing a linear park mid-Island in the Chaplin area has been recommended in multiple plans adopted the Town as a guide to development. The Chaplin Area Initiative Plan was adopted in 2002 and recommends that the Town create a passive linear park system linking the Town-owned lands to provide access to residential and commercial developments along Broad Creek to extend to Shelter Cove. The 2002 Broad Creek Management Plan also recommends acquiring properties along Broad Creek for open space and recreation purposes. In 2010, when the Town adopted the most recent Comprehensive Plan, Chaplin Linear Park was identified as a future park facility in the Chaplin area. As a result, the Town has acquired the majority of properties needed to develop the linear park.

The redevelopment of the Mall at Shelter Cove has offered the opportunity to leverage public and private investment to create Chaplin Linear Park that would be anchored by the proposed Shelter Cove Waterfront Park, approved as PPR120003 on one end and Collier Beach Park, approved as PPR-01-99 on the other and provide a unique beach to creek experience. As a result of this opportunity, Town Council identified Chaplin Linear Park as a “2012 Target for Action” and approved moving forward with the design and construction of the park this year.

Description of Project:

The project is located in the Shelter Cove and Chaplin areas as shown on Attachment “A”. It would link the proposed Shelter Cove Waterfront Park with Collier Beach Park through the use of multi-purpose pathways, boardwalks and pedestrian bridges that take advantage of the natural resources of the project area, highlighting scenic views and increasing access to open space that creates the opportunity for environmental education and recreational experiences. The project will also include parking and restroom facilities along Shelter Cove Lane. Additional parking, restrooms, and beach amenities are considered off of Burkes Beach Road in Chaplin Park. A crosswalk with ADA Detectable Warning Surface will be used at the road crossing at Singleton Beach Road. The project will be designed to minimize impacts on natural resources and enhance the quality of open spaces and character of the Chaplin area.

Location, Character, and Extent:

LMO Section 16-3-1201. Applicability and Purpose

*The Planning Commission shall review any new street, structure, utility, square, park, or other public way, grounds or open space or public buildings for any use, whether publicly or privately owned, and make a determination of compatibility with the Comprehensive Plan for **location, character and extent.***

Summary of Facts and Conclusions of Law:

Findings of Fact:

- Notice of the Public Project Application was published in the Island Packet on Sunday, September 9, 2012 as set forth in LMO 16-3-110 and 16-3-111.
- Notice of the Public Project Application was posted and mailed as set forth in LMO 16-3-110 and 16-3-111.
- A public hearing is being held on, October 17, 2012 as set forth in LMO 16-3-1204A.
- The Commission has authority to render their decision reached here in LMO Section 16-3-1204.

Conclusion of Law:

The Public Project application, notice requirements, and public hearing comply with the legal requirements as set forth in LMO 16-3-110, 16-3-111 and 16-3-1204A.

Summary of Facts and Conclusions of Law:

Findings of Facts:

The adopted Comprehensive Plan addresses *the location, character and extent* of this project in the following areas:

Natural Resources Element

Implication for the Comprehensive Plan 3.3 – Positive Impacts of Environmental Preservation on Quality of Life

The Town acquires property and creates parks to provide open vistas, increase open space opportunities, and enhance and support mental and physical health and a high quality of life for the public.

Goal 3.3 – Protect Quality of Life through Environmental Preservation

D. The goal is to preserve open space (including improvement and enhancement of existing).

Community Facilities:

Implication for the Comprehensive Plan 6.3 – Transportation Network

While the Island currently has an extensive pathway network, opportunities to improve pathway connections between destinations that provide additional recreational opportunities and promote alternative means of transportation on the Island should be considered.

Implication for the Comprehensive Plan 6.10 – Capital Improvement Program

The link existing between the Capital Improvement Program and the Comprehensive Plan helps ensure public investment in municipal facilities and infrastructure is coordinated with the Town’s projected growth and development.

Goal 6.3 – Transportation Network

- A. The goal is to provide a transportation network that includes opportunities for roadway, pathway, water-based and air-based transportation to and on the Island.
- D. The goal is to have a pathway network that provides for recreational opportunities as well as an alternative means of transportation to and on the Island.

Goal 6.10 – Capital Improvement Program

- A. The goal is to have a Capital Improvement Program that is grounded in the Town’s Comprehensive Plan.

Implementation Strategy 6.3 – Transportation Network

- C. Continue to expand the Island’s pathway network.

Transportation Element:

Implication for the Comprehensive Plan 9.4 - Pathway Network

Pathways do not currently serve all areas of the Island. The Town should continue to move forward with construction of pathways to connect these areas.

Implication for the Comprehensive Plan 9.4 - Pathway Network

While the Island currently has an extensive pathway network, opportunities to improve pathway connections between destinations that provide additional recreational opportunities and promote alternative means of transportation on the Island should be considered.

Implication for the Comprehensive Plan 9.4 - Pathway Network

There may be potential benefits of linking private community pathways to destinations such as shopping and entertainment centers immediately adjacent to the PUDs via pathway connections or secondary access points. This could have the potential to reduce the number of automobile trips on Island roadways, reduce the parking area required to accommodate customers and integrate the PUDs and non PUD areas.

Goal 9.4 – Multi-Use Pathways

A. The goal is to expand the pathway network to provide pedestrians, bicyclists, and other users of non-motorized transit with safe and efficient infrastructure to connect residential and tourist areas to school, parks, commercial areas, and potential off-Island connections.

Implementation Strategy 9.4 – Multi-Use Pathways

A. Expand the Island’s Multi-Use Pathway System to connect all appropriate land uses such as parks, schools, open spaces, and beach access facilities on the Island along with residential and commercial destinations.

Recreation Element

Goal 10.1 – Recreation Needs

A. Continue to expand the public recreation system by providing adequate facilities to meet the needs of a broad spectrum of the Island population (including visitors) while maintaining sensitivity to the specific needs of the Island.

Goal 10.3 – Protection of Unique Features

A. Acquire conservation and park lands as a means to preserve natural and cultural resources for educational, interpretive, and passive recreation uses.

Goal 10.4 – Pathways

A. Continually make improvements to the existing pathway system and provide new pathway links.

Implementation Strategy 10.1 – Recreation Needs

D. Include within the parks system a combination of all park types and strive to achieve the park guidelines stated in the recreation element of the Comprehensive Plan by providing the number of future parks needed based on population projections.

Table 9.4 – Future Parks and Suggested Facilities and Locations

Table 9.4 of the Comprehensive Plan Recreation Element lists Chaplin Linear Park as a future linear park in the Chaplin area.

Chaplin Initiative Area Plan

Goal 8a: Provide a system of park, open space and other recreational facilities that take advantage of Chaplin Initiative Area’s natural resources and location to attract recreational users.

Goal 8b: The Town should continue to build recreational parks, beach access parks and provide for open space and scenic vistas in the Chaplin Area.

Goal 8c: The Town should create a passive linear park system linking Town-owned lands and providing access to residential and commercial developments along the Broad Creek and extend to Shelter Cove.

Conclusions of Law:

For the Location of the project:

- Staff concludes that the project is compatible with the adopted Comprehensive Plan as described in the Natural Resources, Community Facilities, Transportation and Recreation Elements for the location of this project.
- This proposed project would provide a linear park connecting Shelter Cove Waterfront Park to Collier Beach Park in the Chaplin area.
- The park would result in increased access between compatible land uses located in the Shelter Cove and Chaplin areas.
- The proposed project would complete a new section of the Island’s pathway that did not previously exist in this area.

For the Character of the project:

- Staff concludes that the project is compatible with the adopted Comprehensive Plan as described in the Natural Resources, Community Facilities, Transportation and Recreation Elements for the character of this project.
- The park would become a signature park in the Chaplin area that would enhance the character of the area to help leverage private investment.
- The proposed park would provide opportunities for education and learning experiences about the creek, marsh and ocean environments.

- The proposed linear park would increase open spaces experiences by highlighting views of Broad Creek, the Folly and the Atlantic Ocean.
- The proposed park would provide opportunities for residents and visitors to enhance mental and physical health and enjoy a high quality of life.
- The proposed park will increase diversity in the types of parks on the Island as the first linear park.
- The park is currently included in the Town's Capital Improvements program as a result of the recommendation in the Town's Comprehensive Plan and appendices.

For the Extent of the project:

- Staff concludes that the project is compatible with the adopted Comprehensive Plan as described in the Natural Resources, Community Facilities, Transportation and Recreation Elements for the extent of this project.
- The proposed park would include a new pathway connection between the Shelter Cove area, the Chaplin area and the beach through the use of an integrated system of multi-purpose pathways, boardwalks and pedestrian bridges.
- The proposed park would provide for recreational and educational opportunities as well as an alternative means of transportation from Shelter Cove, along Broad Creek, through Chaplin Park and to Collier Beach Park.
- The proposed park would include beach parking, restrooms and beach facilities in Chaplin Park and parking and restroom facilities located along Shelter Cove Lane to ensure that adequate facilities are available to beach goers and park users.

LMO Official Determination

Determination: Staff determines that this application is compatible with the Comprehensive Plan for the location, character, and extent as based on the above Findings of Fact and Conclusions of Law.

Planning Commission Determination and Motion:

The Planning Commission's role is to determine if the application is compatible with the Comprehensive Plan for location, character, and extent.

PREPARED BY:

SF

Shea Farrar
Senior Planner

October 5, 2012

DATE

REVIEWED BY:

TBL

Teri B. Lewis, AICP
LMO Official

October 5, 2012

DATE

REVIEWED BY:

JL

Jayme Lopko, AICP
Senior Planner and PC Coordinator

October 5, 2012

DATE

ATTACHMENT:

A) Project Map



CHAPLIN LINEAR PARK
 PPR120007
 OCTOBER 17, 2012





TOWN OF HILTON HEAD ISLAND

Community Development Department

TO: Planning Commission
VIA: Teri B. Lewis, AICP, *LMO Official*
VIA: Jayme Lopko, AICP, *Senior Planner*
FROM: Anne Cyran, AICP, *Senior Planner*
DATE: October 3, 2012
SUBJECT: Proposed LMO Amendment – Community Service in the OL Zoning District

Recommendation

The LMO Committee discussed the amendment at their September 24, 2012 meeting. The Committee voted 4-0-0 to forward the attached amendment to the Planning Commission with a recommendation of approval.

Staff recommends that the Planning Commission forward the attached amendment to Town Council with a recommendation of approval.

Summary

Staff recommends amending LMO Sec. 16-4-1204, Use Table, to allow Community Service uses to be permitted in the OL (Office/Institutional Low Intensity) Zoning District.

Community Service uses are compatible with the purpose statement and other permitted uses in the OL Zoning District.

Background

This amendment was prompted by the desire to accommodate the SHARE Senior Center as a use in a facility at 58 Shelter Cove Lane (the former Lifespan Building) that was recently purchased by the Town.

Please contact Anne Cyran at (843) 341-4697 or at annec@hiltonheadislandsc.gov if you have any questions.

Staff Explanation: Staff recommends amending LMO Sec. 16-4-1204, Use Table, to allow Community Service uses to be permitted in the OL (Office/Institutional Low Intensity) Zoning District.

This amendment was prompted by the desire to accommodate the SHARE Senior Center as a use in a facility at 58 Shelter Cove Lane (the former Lifespan Building) that was recently purchased by the Town. In discussing this issue, staff determined that Community Service uses are compatible with the purpose statement and other permitted uses in the OL Zoning District, which has many vacant commercial spaces.

LMO Sec. 16-4-216. OL/OM – Office/Institutional Districts: These Office/Institutional Districts are established between major commercial areas of the Island and are intended to limit the types of nonresidential uses permitted. Land uses permitted are office and institutional in order to minimize travel impacts on the street system, encourage better compatibility in and among land uses on the Island, provide balance among land use types in major corridors and improve visual appearance along major corridors.

LMO Sec. 16-4-1212.B. Public and Civic Use Categories – Community Service defines the characteristics, accessory uses, examples and exceptions of Community Service uses.

Characteristics of Community Services are uses of a public, nonprofit, or charitable nature generally providing a local service to people of the community. Generally, they provide service on-site or have employees at the site on a regular basis. The service is ongoing, not just for special events. Community centers or facilities that have membership provisions are open to the general public to join at any time, (for instance, any senior citizen could join a senior center). The use may provide special counseling, education, or training of a public, nonprofit or charitable nature.

Accessory Uses of Community Services: Offices; Meeting Areas; Food Preparation Areas; Parking, Health and Therapy Areas; and Athletic Facilities.

Examples of Community Services: Libraries, Museums, Senior Centers, Community Centers, Youth Club Facilities, Hospices and Social Service Facilities.

Exceptions to Community Services:

- a. Private Lodges, Clubs and Private or Commercial Athletic or Health Clubs.
- b. Parks.
- c. Treatment Centers.
- d. Residential Uses by Lease

Chapter 4. Zoning District Regulations

Article XII. Use Regulations

Sec. 16-4-1204. – Use Table

Specific Use	CON	PR	RS2	RS3	RS4	RS5	RS6	RM4	RM8	RM12	SMU	WMU	MMU	CCW	DCW	CFB	RD	NC	OL	OM	CC	IL	OCIL
P = Permitted by Right			PC = Permitted with Conditions									SE = Special Exception											
Public and Civic Uses																							
Community Service		P						P		P	P	P	P		P		P	P	<u>P</u>		P		

The Town of Hilton Head Island

PLANNING COMMISSION

2013 Meeting Schedule

Application for changes to Zoning Maps or Master Plan Maps, Public Project Reviews, Major Traffic Analysis, Street Names and LMO Text Amendments are heard by the Planning Commission on the **first** and **third** Wednesdays of each month.

The **first meeting** of each month **begins at 9:00am**. The **second meeting** of each month **begins at 3:00pm**. All meetings are held in Council Chambers at Town Hall, One Town Center Court. Changes to meeting dates and times will be posted.

PUBLIC MEETING DATES	APPLICATION DEADLINES
January 2, 2013 * January 16, 2013	November 16, 2012 * November 30, 2012
February 6, 2013 * February 20, 2013	December 21, 2012 * January 4, 2013
March 6, 2013 * March 20, 2013	January 18, 2013 * February 1, 2013
April 3, 2013 * April 17, 2013	February 15, 2013 * March 1, 2013
May 1, 2013 * May 15, 2013	March 15, 2013 * March 29, 2013
June 5, 2013 * June 19, 2013	April 19, 2013 * May 3, 2013
July 3, 2013 * July 17, 2013	May 17, 2013 * May 31, 2013
August 7, 2013 * August 21, 2013	June 21, 2013 * July 5, 2013
September 4, 2013 * September 18, 2013	July 19, 2013 * August 2, 2013
October 2, 2013 * October 16, 2013	August 16, 2013 * August 30, 2013
November 6, 2013 * November 20, 2013	September 20, 2013 * October 4, 2013
December 4, 2013 * December 18, 2013	October 18, 2013 * November 1, 2013

* 3:00pm meeting

All applications for review by the Planning Commission must be received by the Community Development Information Center a minimum of forty-five (45) days prior to the public meeting date. Please refer to Chapter 3 of the Town's Land Management Ordinance for additional information.

Memo

To:	Planning Commission
VIA:	Shawn Colin, AICP, Comprehensive Planning Manager
VIA:	Terry Ennis, Chairman, Comprehensive Plan Committee
FROM:	Shea Farrar, Senior Planner
Date:	October 2, 2012
Re:	Town Council 2013 Targets for Action Recommendations

Staff Recommendation

Staff requests the Planning Commission review the recommendations from the Comprehensive Plan Committee for the 2013 Targets for Action and approve a final list of recommendations to forward to Town Council for inclusion in their 2013 Targets for Action.

Summary

Town Council holds an annual retreat at the end of each year for planning the next calendar year's work efforts or "Targets for Action". Each year, the Planning Commission submits recommendations on next year's priorities to Town Council, in advance of the retreat, for their consideration when planning these goals. In order to do this the Comprehensive Plan Committee of the Planning Commission (CPC) provides recommended priorities to the Commission. After review and acceptance by the Planning Commission, the final list of recommendations is forwarded to Town Council.

Background

On August 22, 2012, the CPC identified the process that would be used to develop a preliminary list of recommendations for Town Council's Targets for Action for 2013 recommendations for the Planning Commission to consider. The Committee started by reviewing last year's recommendations and identifying those efforts that need more work. These were revised based on the progress from last year and additional recommendations to create an updated list. It was the desire of the Committee for the recommendations to be specific actions that have measurable results and can be funded and implemented in 2013. The Committee also recognized the opportunity for the Town to work with other existing committees or groups within the Town that are currently working to on similar efforts and solicited information to input into the goals.

On September 19, 2012, the CPC met again and worked to further refine and prioritize the recommendations. The CPC met and finalized the attached list on October 3, 2012 for recommendation to the Planning Commission at the October 17, 2012 Planning Commission meeting. Once finalized by the Planning Commission, these recommendations will be distributed to Town Council prior to this year's retreat.

2013 Targets for Action
Planning Commission Recommendations to Town Council
 Draft - October 3, 2012

Goal #1: Economic Development:		
Key Strategies	Specific Steps for 2013	Updates on PC Recommendations
A. Charter and create an Economic Development and/or Redevelopment Authority.	<ol style="list-style-type: none"> 1. Town Council to evaluate and approve recommendations of the advisory committee by end 2012. 2. Resource and implement the 12 month action plan. 	Town Council approved a Charter and resolution and created a Citizen Economic Development Advisory Committee that researched and developed recommendations for the formation of an Economic Development Entity. A recommendation from the Committee will be presented to Town Council in 4Q 2012 for approval.
B. Significantly improve Island wide, wireless broadband infrastructure (reference Comprehensive Plan, Mayors Taskforce Report, GIC Technology Committee).	<ol style="list-style-type: none"> 1. Adopt and promote a strategy for HHI becoming a showcase for state of the art telecommunications capability. 2. Maintain Town Council focus by chartering and formalizing a technical citizen committee to recommend, develop and oversee a master plan for the creation of a “digital bridge” to provide seamless integration with the now hyper-connected world. The citizen committee to provide an evaluative loop to facilitate upgrades as technology evolves. 3. The committee should also be charged with developing and promoting HHI as a showcase for the utilization of wireless technology in Town facilities and operations. 	<p>The Telecommunications Taskforce is reviewing the potential for additional Town Wi-Fi applications, such as Wi-Fi on the beach. In order to encourage private businesses and other developments to offer Wi-Fi service, the Taskforce is working with the Chamber and Wi-Fi providers to offer information and service packages. Emphasis is being placed on higher density areas and commercial centers.</p> <p>LMO amendments were adopted that reduced the timeframe required to permit towers in the Town’s Planned Unit Developments to less than 90 days and also reduced certain setbacks to increase the potential for additional sites.</p>

Wireless continued.	<ol style="list-style-type: none"> 4. Promote Wi-Fi access on the beach by identifying and prioritizing potential public access points and implementing a tangible project in an area like Coligny. 	
<p>C. Reduce inventory of vacant and underutilized commercial properties.</p>	<ol style="list-style-type: none"> 1. Direct staff to develop a resource map indicating areas/locations of underutilized, vacant and target areas for redevelopment. 2. Provide the Economic Development Entity and LMO Rewrite Committee with the resource map to focus their development efforts. 3. Task the proposed Economic Development Entity to develop and resource a tool kit of incentive programs and actions for property redevelopment and maintenance that considers input from affected property owners. 4. Town Council to task staff and Planning Commission to develop and institutionalize learnings from the mall experience as an exemplar for public private partnerships in rezoning and development. 	<p>A Commercial Property Inventory was developed and revealed that approximately 23% of commercial properties have vacancies on the Island. Currently filtering and mapping functions are in the works to allow quick access to information and reporting. Relationships/ partnerships with commercial realtors are being established to allow for efficient updating of the database. This will assist with the identification of target areas for redevelopment, repositioning, acquisition in the future.</p> <p>As part of the LMO rewrite and any future work of the proposed economic development entity, investment zones will be identified with the goal of eliminating barriers and providing incentives for redevelopment. Draft anticipated in spring of 2013.</p>

<p>D. Define redevelopment programs and initiatives that will motivate property owners to redevelop and improve their properties focusing on Shelter Cove, Coligny and other potential anchors.</p>	<ol style="list-style-type: none"> 1. With the formation of the proposed Economic Development Entity and current focus on Shelter Cove and Coligny Areas, we recommend this step be in agreement with Key Strategy 1-C above. 2. Focus on signature regional park development of Chaplin Linear Park as a connector between the redeveloped mall and beach. 	<p>The potential for redevelopment programs and initiatives are being reviewed as part of the LMO rewrite project.</p> <p>Funding has been approved by the Town to upgrade permitting software to allow for Generation II virtual permitting.</p> <p>The Town is pursuing plans to invest TIF monies with other funding to construct a hospitality oriented teaching facility in conjunction with USCB that would be located on Town owned property in the Coligny area and attract year-round activity in the area, helping to support businesses.</p> <p>Town Council has authorized the design and permitting for Chaplin Linear Park on a collection of Town-owned parcels in the Shelter Cove and Chaplin areas. The park would extend from Shelter Cove and tie into the existing Chaplin Park and Collier Beach Park, creating a pathway connection between Broad Creek and the Atlantic Ocean, with the intent of building on the impacts of the Shelter Cove Mall redevelopment.</p>
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<p>E. Develop and implement a marketing plan to increase penetration of the corporate hospitality business segment.</p>	<p>1. Task the proposed Economic Development Entity to develop and implement a marketing plan for penetrating and developing the underserved corporate hospitality business.</p>	<p>This strategy is contingent on the formation of the Economic Development Entity. It is a key strategy for enhancing the economic potential of the Island.</p>
<p>F. Capitalize on the capabilities of local knowledge groups, such as USCB/TCL/CSL, in workforce education for knowledge based economy.</p>	<ol style="list-style-type: none"> 1. Task and assign a small work group to define specific objectives and goals for USCB/TCL/community knowledge groups, such as CSL, and determine viability of workforce education for the knowledge based economy. Present recommendations to Town Council for action. 2. Task the work group to focus on healthcare and hospitality (two largest potential growth segments in the State). Develop database consisting of organizations and skill elements important to businesses within these segments. 3. Town Council to strengthen ties with higher education institutions, like USCB, to reestablish presence on the Island through public private partnerships (as implied by the Coligny revitalization concept). 	<p>The Center for Service Leadership is a public-private partnership between the organization and TCL. This group was created through collaboration among retired IBM employees to develop this leadership program that will strengthen the region's hospitality-based economy through education and training.</p>

Goal #2: Enhance the Island Brand (emphasis on history, environment, recreation, arts and culture, access and quality of life).

Key Strategies	Specific Steps for 2013	Updates
<p>A. Develop an “Ease of Access to Hilton Head Island Campaign” and public transport within the Island.</p>	<ol style="list-style-type: none"> 1. Focus traffic model study activity on ease of road access to the Island and circulation within the Island. 2. Promote the development of innovative options for destination oriented public transport. (Parking and shuttle options between hub nodes.) 3. Promote, together with SAV, the encouragement of commercial air competition via Low Cost Carriers. 4. Task the proposed Economic Development Entity in conducting a strategic review of the airport and its value to HHI as an economic tool for exploitation of underserved Island market segments. 	<p>Staff is working on a regional traffic model which has been developed and is currently be calibrated to best reflect existing conditions. This model is the first regional model that has been created and will allow for assessments of different development scenarios and potential transportation improvements.</p>
<p>B. Create an Island-wide Sustainability Action Plan.</p>	<ol style="list-style-type: none"> 1. Task staff with recommending actions for the enhancement and recognition of HHI as a “sustainable” community as a potential marketing attraction. 2. Achieve Step 2 approval for the Audubon Sustainability Program. 3. Develop a commercial recycling program building on experience of the existing residential program. 	<p>Town staff has developed a Sustainable Practices Action Plan that outlines specific strategies for sustainability related goals related goals that were included in the Town’s 2010 Comprehensive Plan. Working with a variety of groups to review this plan and coordinate efforts on education related to sustainability options for the Town and other organizations.</p> <p>The Town currently has programs that monitor environmental quality are related to water quality, beach erosion, Piping Plover habitat, sea turtle nesting, residential</p>

<p>Sustainability continued.</p>		<p>recycling rates and hazardous household waste.</p> <p>Step 2 approval for the Audubon Sustainability Program has begun and will continue through next spring.</p> <p>The Town is working to evaluate the potential for a commercial recycling program. Staff met with waste haulers about how they think commercial recycling would best work on the island. Also met with representatives of five resorts to get their comments on what program features they would need. Meeting with representatives of large restaurant groups on the island. This effort has been placed on hold pending the initial results from the residential program.</p>
<p>C. Position and promote HHI as an art, cultural, environmental and historic destination.</p>	<p>1. Exert influence and support in marketing content and channels to promote the Island as an art, cultural, environmental and historic destination.</p> <p>Support and encourage a Greater Island Council initiative to form a HHI Institute by help with scheduled use of town owned facilities, and potential assistance from ATAX funds.</p>	<p>Worked with the Chamber and Community Foundation and identified Hospitality tax as the funding source for the RBC Heritage.</p> <p>The Greater Island Council has developed concepts, and initial funding for further development of a “virtual” i.e. non additional bricks and mortar “Institute” of arts, culture and prestigious broad based intellectual pursuits that should provide significant value to the Island’s community and economic growth. These concepts will be presented to TC for support and encouragement.</p> <p>The proposed Aquatic Center location is</p>

<p>Destination continued.</p>		<p>being assessed. Parker & Lee Consultants are studying the possibility of locating an aquatic center in Chaplin Park or the Shelter Cove area. A final report has been submitted and is currently under review with Town Council review anticipated for October.</p> <p>The Town supports the Community Foundation of the Lowcountry’s public art program by assisting with Public Art Exhibitions.</p> <p>The Mitchelville Preservation Project is working with USCB to develop a business plan. A fundraiser will be held October 13th.</p>
<p>D. Develop an affordable housing program to include land use, economic development and redevelopment</p>	<p>1. Town Council to establish specific action steps to encourage housing available on the Island to support a full spectrum of residents by: Tasking the Planning Commission to form an ad hoc Committee to outline pragmatic concepts, and options available to meet goals and recommend to Town Council.</p>	<p>Options for this are being considered in the LMO rewrite process.</p>
<p>E. Position and promote HHI as Hilton Head Island both a superior and desirable place to “age in place”.</p>	<p>1. Task staff to coordinate with local organizations to develop a program to educate residents about opportunities to improve the quality of life in aging, for example, opportunities for the use of technology.</p>	