



Town of Hilton Head Island
Regular Planning Commission Meeting
Wednesday, January 2, 2013
9:00 a.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 - Planning Commission Meeting December 19, 2012**
- 7. Appearance by Citizens on Items Unrelated to Today's Agenda**
- 8. Unfinished Business**
None
- 9. New Business**
PPR120010 – Application for Public Project Review from the Town of Hilton Head Island for a new signalized intersection on William Hilton Parkway at Queens Way, including a new road segment for access to Fresh Market Shoppes and Hargray developments. Multi-purpose pathways and other intersection improvements along William Hilton Parkway will also be included in the project. *Presented by: Shea Farrar*
- 10. Commission Business**
- 11. Chairman's Report**
- 12. Committee Reports**
- 13. Staff Reports**
Quarterly Report – *Presented by: Jayme Lopko*
- 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 – Wednesday, January 16, 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, December 19, 2012 Meeting**
4 **3:00p.m – Benjamin M. Racusin Council Chambers**

DRAFT

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

11
12 Commissioners Absent: Jack Docherty

13
14 Town Council Present: None

15
16 Town Staff Present: Shawn Colin, Manager of Comprehensive Planning
17 Jayme Lopko, Senior Planner & Planning Commission Coordinator
18 Suzanne Brown, Addressing Technician
19 Kathleen Carlin, Secretary
20
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 Prior to approval of the December 5, 2012 meeting minutes, Chester C. Williams, Esq.,
32 requested that the draft minutes be amended to more clearly reflect the comments presented
33 at the meeting by Mrs. Julie Hallquist with regard to PPR120007, Chaplin Linear Park.
34 Mr. Williams also requested that the documentation provided regarding PPR120007 be
35 included as an attachment to the December 5, 2012 minutes for the record. The Planning
36 Commission discussed Mr. Williams' proposed amendments to the minutes.

37 Chairman Quick then requested that a motion be made to accept the revisions proposed by
38 Mr. Williams to the December 5, 2012 minutes. Commissioner Ennis made the **motion** to
39 **accept** the proposed amendments. Commissioner Bennett **seconded** the motion and the
40 motion **passed** with a vote of 8-0-0.

41 Chairman Quick then requested that a motion be made to approve the draft minutes of the
42 December 5, 2012 meeting as amended. Vice Chairman Lennox made the **motion** to
43 **approve** the December 5, 2012 minutes as amended. Commissioner Ennis **seconded** the
44 motion and the motion **passed** with a vote of 8-0-0.
45

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

2 None

3 **8. Unfinished Business**

4 None

5 **9. New Business**

6 **a) Public Hearing**

7 **STRNM120003** – Burkes Beach POA has requested to modify the name of First Street
8 located off of Burkes Beach Road. Properties affected are on Beaufort County Tax Map 12
9 identified as parcels 27-37, 59, and 60. The proposed name is Sea Front Lane.

10
11 Chairman Quick introduced the application and opened the public hearing for
12 STRNM120003. Chairman Quick reported that the staff will make one presentation that will
13 cover all five of the modified street name applications. The Planning Commission will,
14 however, review and vote on each application individually. Chairman Quick then requested
15 that the staff make their presentation.

16
17 Ms. Suzanne Brown made the presentation on behalf of staff. The staff recommended that
18 the Planning Commission *approve* the modified street name applications STRNM120003,
19 STRNM120004, STRNM120005, STRNM120006, and STRNM120007 based on the review
20 criterion outlined in the Land Management Ordinance and enclosed in the staff’s report.

21
22 The current street names in the Burkes Beach Subdivision are more suitable for businesses
23 and not a beach community. With the close proximity to the ocean, the subdivision would
24 like to have more beach-oriented names. The proposed street names are unique and would
25 help with safety response and deliveries. Ms. Brown briefly reviewed the staff’s Findings of
26 Fact and Conclusions of Law. Staff recommended that the Planning Commission *approve*
27 the Sea Front Lane street name.

28
29 Following the staff’s presentation, Chairman Quick requested public comments and the
30 following were received: (1) Mr. Jim Kokinda, property owner, stated that the application
31 contains a typographical error in the street name. The correct street name is Sea Front Lane
32 and not Sea Font Lane; (2) Mr. Carl Braden, property owner on Bradley Beach Circle, stated
33 his concerns with the notification process for the application.

34
35 Following these public comments, Chairman Quick stated that the public hearing for this
36 application is closed. Vice Chairman Lennox, Mrs. Jayme Lopko, and other Planning
37 Commissioners discussed the staff’s notification process to area property owners. Mr.
38 Kokinda presented additional statements regarding the Burkes Beach Property Owners
39 Association’s notification process. Following final discussion by the Planning Commission,
40 Chairman Quick requested that a motion be made.

41
42 Commissioner Bennett made a **motion** to **approve** STRNM120003 as presented by the staff.
43 Commissioner Witmer **seconded** the motion and the motion **passed** with a vote of 8-0-0.

44
45 **b) Public Hearing**

46 **STRNM120004** – Burkes Beach POA has requested to modify the name of Second Street
47 located off of Burkes Beach Road. Properties affected are on Beaufort Country Tax Map 12

1 identified as parcels 39-45, 61-65, 75, 504 and 151. The proposed name is Sandy Beach
2 Trail.

3
4 Chairman Quick introduced the application and opened the public hearing for
5 STRNM120004. Staff recommended that the Planning Commission *approve* the Sandy
6 Beach Trail modified street name application based on the review criterion outlined in the
7 Land Management Ordinance and contained in the staff's report.

8
9 Chairman Quick requested public comments on the application and the following were
10 received: (1) Mr. Bruce Wood, Vice President of the Burkes Beach Property Owners
11 Association, presented statements regarding the areas affected by this application. Mr. Wood
12 also expressed his appreciation to Ms. Suzanne Brown for her assistance with the application;
13 (2) Mr. Carl Braden, presented statements in concern of an access easement document for
14 property in this area; (3) Chester C. Williams stated that he is not the legal representative of
15 anyone with regard to this application. Mr. Williams presented statements regarding the
16 notification requirements for this application. The Planning Commission and Mrs. Lopko
17 discussed the access easement issue, the public right-of-way, and the ownership issue. Mrs.
18 Lopko presented additional comments regarding the public hearing and the notification
19 process for this application. Following the public comments, Chairman Quick stated that the
20 public hearing for this application is closed. Following discussion by the Planning
21 Commission, Chairman Quick requested that a motion be made.

22
23 Vice Chairman Lennox made a **motion** to **approve** STRNM120004 as presented by the staff.
24 Commissioner Witmer **seconded** the motion and the motion **passed** with a vote of 8-0-0.

25
26 **c) Public Hearing**

27 **STRNM120005** – Burkes Beach POA has requested to modify the name of Third Street
28 located off of Burkes Beach Road. Properties affected are on Beaufort County Tax Map 12
29 identified as parcels 46-51 and 66-69. The proposed name is Barrier Beach Cove.

30
31 Chairman Quick introduced the application and opened the public hearing for
32 STRNM120005. Staff recommended that the Planning Commission *approve* the Barrier
33 Beach Cove modified street name application based on the review criterion outlined in the
34 Land Management Ordinance and contained in the staff's report. Chairman Quick requested
35 public comments on this application and none were received. Chairman Quick then stated
36 that the public hearing for this application is closed. Following final discussion by the
37 Planning Commission, Chairman Quick requested that a motion be made.

38
39 Commissioner Bennett made a **motion** to **approve** STRNM120005 as presented by the staff.
40 Commissioner Ennis **seconded** the motion and the motion **passed** with a vote of 8-0-0.

41
42 **d) Public Hearing**

43 **STRNM120006** – Burkes Beach POA has requested to modify the name of Fourth Street
44 located off of Burkes Beach Road. Properties affected are on Beaufort County Tax Map 12
45 identified as parcels 52-56 and 70-71. The proposed name is Shore Crest Lane.

46
47 Chairman Quick introduced the application and opened the public hearing for
48 STRNM120006. Staff recommended that the Planning Commission *approve* the Shore Crest
49 Lane modified street name application based on the review criterion outlined in the Land

1 Management Ordinance and contained in the staff's report. Chairman Quick requested
2 public comments on this application and none were received. Chairman Quick then stated
3 that the public hearing for this application is closed. Following discussion by the Planning
4 Commission, Chairman Quick requested that a motion be made.
5

6 Commissioner Taylor made a **motion to approve** STRNM120006 as presented by the staff.
7 Commissioner Brown **seconded** the motion and the motion **passed** with a vote of 8-0-0.
8

9 **d) Public Hearing**

10 **STRNM120007** – Burkes Beach POA has requested to modify the name of Fifth Street
11 located off of Burkes Beach Road. Properties affected are on Beaufort County Tax Map 12
12 identified as parcels 72-73, 337-339, 22F, 616, 606, 218, and 122. The proposed name is Surf
13 Watch Way.
14

15 Chairman Quick introduced the application and opened the public hearing for
16 STRNM120007. Staff recommended that the Planning Commission *approve* the Surf Watch
17 Way modified street name application based on the review criterion outlined in the Land
18 Management Ordinance and contained in the staff's report. Chairman Quick requested
19 public comments for this application and none were received. Chairman Quick then stated
20 that the public hearing for this application is closed. Following discussion by the Planning
21 Commission, Chairman Quick requested that a motion be made.
22

23 Commissioner Bennett made a **motion to approve** STRNM120007 as presented by the staff.
24 Commissioner Taylor **seconded** the motion and the motion **passed** with a vote of 8-0-0.
25

26 e) **PPR120009** – Application for Public Project Review from the Town of Hilton Head Island
27 for Coligny District Improvements. The project includes roadway and pedestrian crossing
28 improvements, a central park space, pathways, picnic shelters, restrooms, streetscape and
29 lighting improvements, parking, and facilities to partner with the University of South
30 Carolina Beaufort. Chairman Quick reported that this application has been **withdrawn** by
31 the staff.
32

33 **10. Commission Business**

34 Chairman Quick presented a status update of the Planning Commission's draft letter to Town
35 Council detailing their concerns with PPR120007, Chaplin Linear Park. This application was
36 reviewed by the Planning Commission on December 5, 2012. Chairman Quick thanked
37 Vice Chairman Lennox for his assistance in drafting the letter. The letter reflects the
38 Planning Commission's concerns with PPR120007 as stated at the December 5th meeting and
39 reported in the minutes.

40 Chairman Quick requested that staff distribute copies of the draft letter to all of the Planning
41 Commissioners for their review. Chairman Quick requested that the Planning
42 Commissioners review the letter and provide comments, if needed. Chairman Quick stated
43 that she and Vice Chairman Lennox will deliver the final letter to Mayor Laughlin tomorrow
44 afternoon. Copies of the letter will be sent to Town Council.

45 Chester C. Williams stated his opposition to the Planning Commission's draft letter because
46 he was not afforded an opportunity to include his client's comments and concerns in the
47 letter. Chairman Quick stated that Mr. Williams will be given an opportunity to review the
48 letter following today's meeting. Vice Chairman Lennox stated that the letter should be

1 authored by the Planning Commission based on the amended minutes of the December 5,
2 2012 meeting. Chairman Quick agreed with these comments.

3 Vice Chairman Lennox stated that the Planning Commission's letter to the Mayor and Town
4 Council will include a copy of the approved amended December 5, 2012 meeting minutes
5 which include the comments made by Mr. Williams on behalf of his client.

6 A copy of the draft letter was provided to Mr. Williams by the staff. Mr. Williams discussed
7 a couple parts of the draft letter with the Planning Commission. The Planning Commission
8 discussed the contents of the draft letter with Chairman Quick. Mr. Shawn Colin reminded
9 the Planning Commission that the final letter needs to accurately reflect the discussion held
10 on December 5, 2012. Additional thoughts or comments cannot be included in the final
11 letter.

12 **11. Chairman's Report**

13 Chairman Quick stated that beginning in February 2013 the Planning Commission will begin
14 a new procedure with the staff for the review of Public Project Review Applications. The
15 Comprehensive Plan Committee will have an opportunity to review Public Project Review
16 applications before they appear before the full Planning Commission (like the LMO
17 Committee reviews proposed amendments before they come before the full Planning
18 Commission). Chairman Quick stated that having two opportunities to review PPR
19 applications should be helpful to the full Planning Commission.
20

21 **12. Committee Reports**

22 None
23

24 **13. Staff Reports**

25 None

26 Prior to adjournment of the meeting, Dr. Rosemary Hirnko, citizen, requested an opportunity
27 to address the Planning Commission. Dr. Hirnko presented comments in concern of the
28 communication between Mr. Carl Braden and the Planning Commission as part of the public
29 hearings for applications STRNM120003 and STRNM120004.

30 **14. Adjournment**

31 The meeting was adjourned at 3:50p.m.

32
33 Submitted By:

Approved By:

34
35 _____
36 Kathleen Carlin
37 Secretary

Gail Quick
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
PPR120010	Leamington/Fresh Market Shoppes Intersection Improvements	January 2, 2013

Parcel Data and Location	Applicant
Beaufort County Tax Map 16A Parcel 334. Beaufort County Tax Map 16B Parcel 150. Beaufort County Tax Map 15 Parcel 2. Beaufort County Tax Map 11 Parcels 138A, 138B, 326, 153 and 26.	Jennifer Lyle 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 for a new signalized intersection on William Hilton Parkway at Queens Way, including a new road segment for access to Fresh Market Shoppes and Hargray developments. Multi-purpose pathways and other intersection improvements along William Hilton Parkway will also be included in the project.

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 Town of Hilton Head Island has proposed a new signalized intersection at William Hilton Parkway and Queens Way, the primary access to the Leamington community. A new access road will connect the Fresh Market Shoppes and Hargray offices to the new signalized intersection allowing two median crossovers to be closed. The priorities of the project are to address the roadway's operational efficiencies in this area, to provide safer access and improved connectivity among these developments and to aid in emergency response. In addition to benefitting the approximately 40,000 motorists

which travel through the area daily, residents of the Leamington Community, visitors to the Fresh Market Shoppes, and Hargray offices will directly benefit as they will be able to take a left turn onto William Hilton Parkway at a signalized intersection.

The project is currently in the design, permitting, and land acquisition phase. Funding for construction is available in FY13 and is expected to be committed; with the anticipation that construction will begin on the project by September 2013.

Description of Project:

The project includes a new signalized intersection at William Hilton Parkway and Queens Way, the access to Leamington. A new roadway segment on Town property across from Leamington shall connect to the adjacent Fresh Market Shoppes and Hargray developments. The project also includes closing the adjacent median crossings of William Hilton Parkway at the Fresh Market Shoppes and Hargray developments. The Town's standard multi-purpose pathway facilities along William Hilton Parkway will be connected and signalized at the new intersection. Upon project completion, landscaping will be installed to complement the character of the existing developments and median areas. The roadway improvements will be designed with curb and gutter applications to minimize impact on natural resources.

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:

- A Public Project Review Application was submitted and given an application number on November 16, 2012.
- Notice of the Public Project Review Application was published in the Island Packet on Sunday, November 25, 2012 as set forth in LMO 16-3-110 and 16-3-111.
- Notice of the Public Project Review Application was posted and mailed as set forth in LMO 16-3-110 and 16-3-111.
- A public hearing is being held on January 2, 2013 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:

Community Facilities Element:

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.

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.

Implementation Strategy 6.3 – Transportation Network

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

Transportation Element:

Implication for the Comprehensive Plan 9.1 - Road Network

Continued coordination with South Carolina Department of Transportation and Beaufort County to maintain the current capacity of William Hilton Parkway and other arterials by controlling access points and median crossing locations, improving intersections, adding decelerations lanes, optimizing the synchronized traffic lights with the mainland’s system and investigating other methods of traffic management and development control is recommended.

Implications 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.

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 9.1 - Road Network

- A. The goal is to improve the road network by creating safe and convenient access and interconnections to all areas of the Island while protecting community investments, neighborhoods, and the natural environment.
- C. The goal is to provide intersection design standards and maintenance for public safety while considering the unique Island character, aesthetics, topography, vegetation, environmentally sensitive areas, and neighborhood cohesiveness.

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 Strategies 9.1 – Road Network

- Y. Continue to coordinate with SCDOT and Beaufort County to maintain the current capacity of William Hilton Parkway and other arterials by controlling access points and median crossing locations, improving intersections, adding deceleration lanes or extending existing deceleration lanes, optimizing the synchronized traffic lights and investigating other methods of traffic management and development control.

Implementation Strategies 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.
- C. Continue to improve safety of the Island’s Multi-use Pathway System by identifying conflicts and improvement opportunities.

Recreation Element

Goal 10.4 – Pathways

- A. Continue improving and expanding the existing network of multi-use pathways throughout the Island enabling residents and visitors to access recreational areas, shopping centers, schools and businesses by non-motorized forms of transportation.

Implementation Strategy 10.4 – Pathways

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

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 Community Facilities, Transportation and Recreation Elements for the location of this project.
- This proposed project location was identified as a result of the continued monitoring and evaluation of improvement opportunities to enhance the efficiency and safety of the Island's roadway and pathway networks.
- The proposed project will reduce the number of median cuts necessary to provide access to Leamington, Fresh Market Shoppes and the Hargray offices by consolidating access points to one location.
- The project would improve access between residential and commercial developments in the area.
- The project would improve the link between the private community pathways of Leamington and nearby destinations immediately adjacent to the PUD.

For the Character of the project:

- Staff concludes that the project is compatible with the adopted Comprehensive Plan as described in the Community Facilities, Transportation and Recreation Elements for the character of this project.
- The proposed project would provide a safe and efficient pedestrian crossing within the area.
- The proposed project will promote the use of alternate methods of transportation as well as provide additional recreational opportunities by expanding the pathway network and providing connections to a new signalized crossing.
- Landscaping will be added at the conclusion of the project to ensure the project is consistent with the character of the area.
- The roadway improvements proposed would minimize impact on natural resources through curb and gutter applications.

For the Extent of the project:

- Staff concludes that the project is compatible with the adopted Comprehensive Plan as described in the Community Facilities, Transportation and Recreation Elements for the extent of this project.
- The proposed project will be coordinated with SCDOT to maintain the current capacity of William Hilton Parkway by controlling access points and median crossing locations through the addition of a new signalized intersection on William Hilton Parkway at Queens Way, a new access road connecting the Fresh Market Shoppes and Hargray development to this intersection, and the closing of two median crossings.
- The proposed project would improve the safety of the Island's transportation system and help promote the use of alternate methods of transportation and provide enhanced recreational opportunities on the Island.
- The proposed improvements would improve roadway and pathway conditions on the Island to better meet the needs of the Island population and visitors for a safe and efficient transportation network.

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

December 18, 2012

DATE

REVIEWED BY:

JL

Jayme Lopko, AICP
Senior Planner and PC Coordinator

December 19, 2012

DATE

REVIEWED BY:

TL

Teri Lewis, AICP
LMO Administrator

December 19, 201

DATE

ATTACHMENTS:

A) Project Map



Town of Hilton Head Island
 Hilton Head Leamington Fresh Market
 Queens Way Extension



278

Hargray Offices

Median Closure

Existing Road

New Median Opening /
 Signalized Intersection

William Hilton Parkway

Queens Way

Existing Entrance
 to Leamington

The Fresh Market Shoppes

Multi-Use Pathway
 in Different Project

Median Closure

LEGEND

-  Existing Roads / Paths
-  New Pavement / Striping
-  New Multi-Use Paths
-  Proposed Signal

PLANNING COMMISSION PROJECT UPDATE
4th Quarter 2012

Previously Reviewed Applications or Documents:

<i>Land Management Ordinance Amendments:</i>	<i>Status:</i>
LMO Rewrite Committee	The Committee is currently reviewing Module 1A of the LMO Rewrite draft. This module includes General Provisions, Administration, Enforcement, Disaster Recovery and a portion of the Definitions Chapters. The Committee will meet on January 24 th to review their comments related to this Module. The Committee members will receive the next module which includes zoning districts and use standards at the end of January.
LMO Community Service in OL – The Town of Hilton Head Island is proposing to amend Chapter 4, of the Land Management Ordinance 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.	<ul style="list-style-type: none"> • Public Hearing Date: October 17, 2012 • Adoption Date: December 18, 2012

<i>Zoning Map Amendments:</i>	<i>Status:</i>
<u>ZMA120006</u> - Shelter Cove Towne Centre, LLC has applied to amend the Official Zoning Map by amending the Palmetto Dunes Resort Master Plan to change the land uses and associated density permitted on the parcels, located at the Mall at Shelter Cove and a portion of the adjacent Shelter Cove Community Park parcel. The properties are identified on Beaufort County Tax Map 12B as parcel 26 and a portion of parcel 2 on Beaufort County Tax Map 12C.	<ul style="list-style-type: none"> • Public Hearing Date: June 8, 2012 • Adoption Date: October 16, 2012

<i>Public Project Review:</i>	<i>Status</i>
<u>PPR120006</u> - Application for Public Project Review from the Town of Hilton Head Island for construction of a sailing and rowing center to be used for non-motorized boating and water related recreational activities. The project includes a pavilion, restrooms, parking, pier, and floating dock.	<ul style="list-style-type: none"> • This application was heard at the September 5th Planning Commission meeting. • The Commission voted unanimously that the application was compatible with the Town’s Comprehensive Plan with regard to location, character, and extent.
<u>PPR120007</u> - Application for Public Project Review from the Town of Hilton Head Island	<ul style="list-style-type: none"> • This application was heard at the September 5th Planning Commission

PLANNING COMMISSION PROJECT UPDATE
4th Quarter 2012

<p>to construct a linear park connecting the proposed Shelter Cove Waterfront Park with Collier Beach Park that will include multi-purpose pathways and boardwalks, parking improvements, restroom facilities and emergency access.</p>	<p>meeting.</p> <ul style="list-style-type: none"> The Planning Commission found this application to be compatible with the Town's Comprehensive Plan with regard to location, character, and extent by a vote of 7-2 with a letter detailing their concerns being passed on to Town Council.
<p>PPR120009 – Application for Public Project Review from the Town of Hilton Head Island for Coligny District Improvements. The project includes roadway and pedestrian crossing improvements, a central park space, pathways, picnic shelters, restrooms, streetscape and lighting improvements, parking, and facilities to partner with the University of South Carolina Beaufort.</p>	<p>This application was withdrawn.</p>

<i>Street Names:</i>	<i>Status:</i>
<p>STRNM120002 - Lorena Chavira has applied to name a new access easement. The easement will be located off of Wiley Road and provide access to new residential units. The proposed name is Sapos Place.</p>	<ul style="list-style-type: none"> This application was heard at the November 21st Planning Commission meeting. The Commission voted unanimously to approve the application.
<p>STRNM120003 - Burkes Beach POA has requested to modify the name of First Street located off of Burkes Beach Road. Properties affected are on Beaufort County Tax Map 12 identified as parcels 27-37, 59, and 60. The proposed name is Sea Font Lane.</p>	<ul style="list-style-type: none"> This application was heard at the December 19th Planning Commission meeting. The Commission voted unanimously to approve the application.
<p>STRNM120004 - Burkes Beach POA has requested to modify the name of Second Street located off of Burkes Beach Road. Properties affected are on Beaufort Country Tax Map 12 identified as parcels 39-45, 61-65, 75, 504 and 151. The proposed name is Sandy Beach Trail.</p>	<ul style="list-style-type: none"> This application was heard at the December 19th Planning Commission meeting. The Commission voted unanimously to approve the application.
<p>STRNM120005 - Burkes Beach POA has requested to modify the name of Third Street located off of Burkes Beach Road. Properties affected are on Beaufort County Tax Map 12 identified as parcels 46-51 and 66-69. The proposed name is Barrier Beach Cove.</p>	<ul style="list-style-type: none"> This application was heard at the December 19th Planning Commission meeting. The Commission voted unanimously to approve the application.
<p>STRNM120006 - Burkes Beach POA has requested to modify the name of Fourth Street located off of Burkes Beach Road. Properties affected are on Beaufort County Tax Map 12 identified as parcels 52-56 and 70-71. The proposed name is Shore Crest Lane.</p>	<ul style="list-style-type: none"> This application was heard at the December 19th Planning Commission meeting. The Commission voted unanimously to approve the application.

PLANNING COMMISSION PROJECT UPDATE
4th Quarter 2012

<p>STRNM120007 - Burkes Beach POA has requested to modify the name of Fifth Street located off of Burkes Beach Road. Properties affected are on Beaufort County Tax Map 12 identified as parcels 72-73, 337-339, 22F, 616, 606, 218, and 122. The proposed name is Surf Watch Way.</p>	<ul style="list-style-type: none"> • This application was heard at the December 19th Planning Commission meeting. • The Commission voted unanimously to approve the application.
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<i>Appeals:</i>	<i>Status:</i>
<p>APL100006: Request for Appeal from Chester C. Williams on behalf of Ephesian Ventures, LLC. The Community Development Department issued a notice of action, approving the construction of a tabby walkway and brick areas at Edgewater on Broad Creek. The appellant contends that the Community Development Department erred in its decision to issue a notice of action and is requesting that the notice of action be declared void.</p>	<p>This item was postponed to a future date to be determined after a decision is made by the Circuit Court.</p>

Ongoing Capital Improvement Projects:

Pathways	Status
Gardner Drive	<ul style="list-style-type: none"> • In-house design complete. • Construction anticipated for 2013.
Pembroke Drive	<ul style="list-style-type: none"> • In-house design complete. • Construction anticipated for 2013.
Leg O’Mutton Road	<ul style="list-style-type: none"> • In-house design complete. • Anticipated start of construction January 2013. • Target completion March 2013.
William Hilton Parkway from Fresh Market Shoppes to Long Cove	<ul style="list-style-type: none"> • In-house design complete. • Anticipated start of construction January 2013. • Target completion March 2013.

Roadway Improvements	
Festival Centre Median Closure	Project Complete.
Mathews/Marshland Roundabout	<ul style="list-style-type: none"> • Design complete. • Expedited Development Plan Review under review. • Addressing SCDOT comments. • Anticipated start of construction Winter 2012/13.
Mathews Drive Connectivity	<ul style="list-style-type: none"> • Design underway 90% complete. • Easement acquisition underway 70%

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	<p>complete.</p> <ul style="list-style-type: none"> • Anticipated start of construction February/March 2013.
Honey Horn Access Improvements	<ul style="list-style-type: none"> • In-house design complete. • Submitting for permits. • Construction anticipated for early 2013.
Ground Mounted Street Name Sign Installations / Replacements	<ul style="list-style-type: none"> • Phase V scope under review. • Phase IV complete. • Total of 229 signs installed to date.
<p>Mast Arms at: Palmetto Dunes/Shelter Cove</p> <p>Mall Boulevard</p> <p>William Hilton Parkway at Pembroke</p>	<ul style="list-style-type: none"> • Mast arm on order, expected delivery December 2012. • Anticipated start of construction early 2013. • On hold pending Shelter Cove Mall Redevelopment. • Design Underway. • No anticipated start date at this point.
Arrow/Target Intersection Improvements	On Hold.
Main Street Turn Lane	<ul style="list-style-type: none"> • Expedited Development Plan Review under review. • Awaiting OCRM permit. • Going out to bid December 2012. • Anticipated start of construction February 2013.
Leamington/Fresh Market Shoppes Intersection Improvements	<ul style="list-style-type: none"> • Design underway 40% complete. • Completion of construction documents Spring 2013.
US 278 Pedestrian crosswalks at Regency, Chamber, and Yacht Cove Drives	<ul style="list-style-type: none"> • Design underway. • Anticipated start of construction Spring 2013.
Lemoyne Avenue Roadway Improvements	Design services contract under review.
Left Turn Lane into Circle K near Yacht Cove	<ul style="list-style-type: none"> • Design underway. • Anticipated start of construction Spring 2013.

Park Development	
Rowing & Sailing Center	<ul style="list-style-type: none"> • Design underway 35% complete. • Completion of construction documents Spring 2013.
Island Recreation Center Parking Lot Improvements	<ul style="list-style-type: none"> • In-house design underway. • Anticipated start of construction May 2013 (end of school year).

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Existing Facilities and Infrastructure	
Fire Station #6	<ul style="list-style-type: none"> • Development Plan Review under review. • Anticipated start of construction March 2013.
Power Line Burials	
15 year project due to be completed in 2019	Not CIP funded but included for update. Funded by 3% franchise fee from Pal. Electric
<ul style="list-style-type: none"> • Marshland Road • Spanish Wells Road feeder • US 278 – Four Seasons to Palmetto Dunes Entrance • US278 – Chaplin Park to Hilton Head Resort • Muddy Creek/Bryan Road • Squire Pope Road • Palmetto Bay Road/Dancar bldg. 	<ul style="list-style-type: none"> • 70% Complete • 25% Complete (Jarvis Creek section postponed for new bridge) • 100% Complete • 100% Complete • 15% Complete • 80% Complete • 95% Complete
New Facilities and Infrastructure	
Wexford/Haig Point Emergency Access Gate	<ul style="list-style-type: none"> • Construction underway. • Target completion January 2013.
Dispatch/F&R Computer Systems Upgrades	Ongoing.
Beach Maintenance	
Dune Refurbishment	Ongoing.