



**The Town of Hilton Head Island
Planning Commission
Comprehensive Plan Committee**

**September 17, 2014 Meeting
2:00 p.m. Conference Room #3**

AGENDA

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

- 1. Call to Order**
- 2. 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.
- 3. Acceptance of Meeting Notes from September 3, 2014 Meeting**
- 4. Discussion and Recommendation on 2015 Town Council Targets for Action**
- 5. Adjournment**

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

Comprehensive Plan Committee of the Planning Commission

Meeting Notes

September 3, 2014

9:00 AM

Conference Room Three, Town Hall

Comprehensive Plan Committee Members present: Judd Carstens (Chairman), Peter Kristian, Jim Gant, Caroline McVitty

Planning Commissioners present: Alex Brown

Community Development Staff present: Shea Farrar, Shawn Colin, Charles Cousins

- Chairman Carstens called the meeting to order at 9:03 AM.
- Meeting agenda was approved by general consent with changes noted.
- Chairman Carstens then introduced the only agenda item: Discussion and Recommendation on 2015 Town Council Targets for Action. Each year, Town Council holds a retreat near the end of the year to approve and rank major projects that will be pursued the following calendar year. These are referred to as “Targets for Action” (Targets). They guide where Town Council and Town Staff devote resources and time over the next year. Targets are tracked monthly and evaluated in the middle of each year. The Planning Commission provides input to Town Council on future targets in advance of the retreat each year. Today, the Comprehensive Plan Committee (CPC) will begin to develop recommendations for the 2015 Targets by reviewing the status of the current Targets. Once the Target recommendations are finalized by the Committee, they will be forwarded to the Planning Commission. Once the final recommendations are approved by the Commission, they will be provided to Town Council for consideration prior to this year’s retreat.
- Shea Farrar presented a list of 2014 Targets for Action and suggested the following questions as a guide for the Committee when developing preliminary recommendations for 2015:
 - What is the current status of the Target?
 - Should the Target be removed because it is complete?
 - Should the Target be kept/updated because more work is needed?
 - Should additional Targets be added that are not listed?
- Shawn Colin then provided detailed updates on the 2014 Targets listed below, along with other considerations for the upcoming year.
 - Top Priority
 - TIF Financing Extension
 - USCB Facility
 - Coligny Area Development
 - Island Recreation Center Expansion
 - High Priority:
 - LMO Rewrite
 - Arts Collaboration Study

- Chaplin Linear Park
 - Heritage Plaza Road Extension
 - TIF Project Prioritization
 - Moderate Priority:
 - Dredging – Future Management and Maintenance
 - Shelter Cove Park
- During these updates, Mrs. Dot Law, representing the Mitchelville Preservation Project, shared information about the project and provided the attached list of reasons for making the Mitchelville Preservation Project a priority for the Town, with special emphasis on the potential that the project will help to establish a larger area of historical interest on the Island.
- During the presentation of the updates, the Committee brainstormed ideas for 2015 and Chairman Carstens recorded the following list of preliminary Target recommendations.
 - A. USCB (Design/Permitting)
 - Impacts to Sea Pines Circle traffic/congestion
 - B. Traffic/Circulation
 - Island-wide
 - Focus on high density areas
 - C. Coligny
 - Adopt Concept Plan
 - Implementation Timeline
 - Phase one design and permitting (?)
 - D. Comprehensive Plan 5-year update
 - E. Art Direction Related to Collaboration Study
 - F. LMO Implementation
 - Initiative areas
 - Mitchelville/Port Royal Sound
 - Stoney
 - Squire Pope/Gum Tree/Wild Horse
 - Skull Creek Frontage
 - Cross Island Parkway
 - Begin addressing needs (focus groups)
 - Implement suggestions/recommendations
 - Start with most visible (Mitchelville?)
 - Cultural/Historic Resources
 - Public/Private Collaborations
 - G. Economic Development Corporation
 - Affordable housing
 - Initiative areas
 - Incorporate suggestions into Targets
- Chairman Carstens concluded the discussions on the recommendations and stated that the next step would be for the CPC to meet again on September 17, 2014 at 2 PM, prior to the next Planning Commission meeting. At this meeting the Committee should finalize

the recommendations, so that they can be forwarded to the Planning Commission for consideration in October. Once approved by the Commission, the recommendations will be provided to Town Council in advance of this year's annual retreat.

- Chairman Carstens adjourned the meeting at 10:40 AM.

Submitted by: Shea Farrar

Chairman: _____

Meeting Date: September 3, 2014

DRAFT

Memo

To:	Comprehensive Plan Committee
VIA:	Shawn Colin, AICP, Deputy Director of Community Development
FROM:	Shea Farrar, Senior Planner
Date:	September 9, 2014
Re:	Recommendations for 2015 Targets for Action

The following information outlines the process for the Comprehensive Plan Committee (CPC) to develop recommendations for the Planning Commission to consider forwarding to Town Council for review when planning the 2015 Targets for Action.

Review and Recommendation Process:

Meeting One: On September 3, 2014, the CPC reviewed the status of Town Council's current Targets for Action. During this meeting the Committee discussed current Town issues and developed the following list of preliminary recommendations for the 2015 Targets for Action to be further refined at the next meeting.

- A. USCB (Design/Permitting)
 - Impacts to Sea Pines Circle traffic/congestion
- B. Traffic/Circulation
 - Island-wide
 - Focus on high density areas
- C. Coligny
 - Adopt Concept Plan
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- G. Economic Development Corporation
 - Affordable housing
 - Initiative areas
 - Incorporate suggestions into Targets

Meeting Two: On September 17, 2014, the CPC will meet a second time to review this list and develop final recommendations to forward to the full Planning Commission.

Following the approval of the Planning Commission, the list will be provided to Town Council in advance of their annual retreat.

MITCHELVILLE PRESERVATION PROJECT

The following points will be emphasized at the meeting:

1. MITCHELVILLE IS A UNIQUE HISTORICAL SITE HERE ON HHI.
2. THE HISTORICAL TOURIST IS THE FASTING GROWING TRAVELER.
3. MITCHELVILLE HAS THE OPPORTUNITY TO BECOME THE ECONOMIC ENGINE FOR THE NORTH END AND ESPECIALLY THE HISTORICAL CORRIDOR OF 3 HISTORICAL CHURCHES, FORT HOWELL, CHERRY HILL SCHOOL, THE TONY MORRISON BENCH, SHELL RING, TABBY RUINS, SPAINSH MOSS AND THE BEAUTIFUL PORT ROYAL SOUND
4. THE MITCHELVILLE SITE WITH THE COLLABORATION OF PRIVATE AND PUBLIC FUNDS COULD BE A MECCA OF ACTIVITIES LIKE THE FOLLOWING: JAZZ UNDER THE STARS, WEDDINGS/FAMILY REUNIONS, CULTURAL EVENTS, JUNETEENTH, CULTURAL MUSEUM ON SITE, ARCHEOLOGY DIG, THE GULLAH CELEBRATION ACTIVITIES; BATTLE OF PORTROYAL; FREEDOM DAY, ANNUAL SPRING 5K RUN; A GULLAH GARDEN (ORGANIC); BASKET WEAVING; CULTURE ITEMS, STORY TELLING, LECTURE SERIES, BOOK SIGNING, CULTURE/HISTORIC CLASSES, CORP RETREATS, HISTORICAL CONFERENCES and a EDUCATIONAL INVESTMENTS FOR OUR FUTURE through OUR YOUTH.
5. BUSINESS EXPANSION LIKE RESTAURANTS, STORES, GIFT SHOPS, NAIL , hotel SHOPS, SPECIALTY SHOPS, AFRICAN HEALTH STORE, COFFEE HOUSES, ETC.
6. HOPEFULLY OTHER ENTREPRENEURS WILL SET UP SHOP IN THIS THRIVING, ENERGETIC AREA.

As the town rewrites the LMO to become more business friendly, it is critical that the North end participate in this renaissance. To make this happen the area will need the active support of the Town working together with the volunteer policy board members, who 100% financially support the project and are willing to continue to move this project forward.

Dot Law, MPP FUND DEV. CO-CHAIR