



**Town of Hilton Head Island
Planning Commission Meeting
Wednesday, August 20, 2014
3:00 p.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 – August 6, 2014 Meeting**
- 7. Appearance by Citizens on Items Unrelated to Today’s Agenda**
- 8. Unfinished Business**
None
- 9. New Business**
Public Hearing
PPR-001015-2014 – Application for Public Project Review from the Town of Hilton Head Island to construct a new multi-use pathway along William Hilton Parkway from the intersection of William Hilton Parkway and Queens Way to King Neptune Drive, which will connect to an existing pathway on Shelter Cove Lane and connect to Shelter Cove Towne Centre. The project will include crosswalks and landscape improvements.
Presented by: Shea Farrar
- 10. Commission Business**
- 11. Chairman’s Report**
- 12. Committee Reports**
- 13. Staff Reports**
- 14. Adjournment**

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

TOWN OF HILTON HEAD ISLAND
Planning Commission Meeting
Wednesday, August 6, 2014
9:00a.m – Benjamin M. Racusin Council Chambers

Commissioners Present: Chairman David Bennett, Vice Chairman Alex Brown, Judd Carstens, Bryan Hughes, Jim Gant, Peter Kristian, Caroline McVitty, Barry Taylor and Todd Theodore

Commissioners Absent: None

Town Council Present: Mayor Drew Laughlin and Council Member Kim Likins

Town Staff Present: Jayme Lopko, Senior Planner & Planning Commission Coordinator
Suzanne Brown, Addressing Technician
Randy Lindstrom, Battalion Chief of Planning
Brian Hulbert, Staff Attorney
Charles Cousins, Director Community Development
Shawn Colin, Deputy Director Community Development
Kathleen Carlin, Secretary

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. **Swearing in Ceremony for New and Returning Planning Commissioners**
Mayor Drew Laughlin performed the swearing in ceremony for returning Planning Commissioner, Mr. David Bennett and new Planning Commissioners, Mr. Jim Gant, Mr. Peter Kristian, Mrs. Caroline McVitty and Mr. Todd Theodore. Mayor Laughlin welcomed the Planning Commissioners and thanked them for their service.
6. **Approval of Agenda**
The agenda was **approved** as submitted by general consent.
7. **Approval of Minutes**
The Planning Commission **approved** the minutes of the regular June 18, 2014 meeting as amended by general consent. The Planning Commission **approved** the minutes of the special June 25, 2014 meeting as presented by general consent.

8. Appearance by Citizens on Items Unrelated to Today's Agenda

Mr. Thomas C. Barnwell, Jr., requested that the Planning Commission support the need for a high occupancy vehicle travel lane along Highway 278 due to increasing number of vehicles coming to and leaving the island.

9. Unfinished Business

None

10. New Business

STDV-000944-2014, STDV-000945-2014, STDV-000946-2014 - Mr. Tim Wright of K Hovnanian Homes, representing the Salt Creek Landing Subdivision, has applied to name three new streets located at 330 Spanish Wells Road. The new streets will serve as access to approximately 39 new home sites. The affected parcels are identified as Parcels 0147, 0438, 0092, 0279, 0440, 0098, 0476, 0449 and 0093 on Beaufort County Tax Map 7. The proposed street names are Creek Landing Trace, Hammock Oaks Circle, and Carlen Cove.

Chairman Bennett introduced the three new street name applications and requested that staff make their presentation. Ms. Suzanne Brown and Mr. Randy Lindstrom made the presentation on behalf of staff.

K Hovnanian Homes has proposed the development of a private residential single family subdivision located off of Spanish Wells Road. The project is anticipated to include approximately 39 single family lots on 33 acres. The proposed new street name applications were presented on an individual basis.

STDV-000944-2014 – Creek Landing Trace has been selected as the primary entrance road to be similar to the subdivision name. The subdivision is based on the saltwater creek that surrounds it and the ecosystem that supports the local fish and wildlife.

Ms. Brown presented an in-depth overhead review of the application. Staff recommended that the Planning Commission approve the Creek Landing Trace new street name application based on the review criterion outlined in the Land Management Ordinance and enclosed within the staff's report. Following the staff's presentation, Chairman Bennett requested public comments and none were received.

STDV-000945-2014 - Hammock Oaks Circle is the proposed name for the main roadway that loops through the subdivision and is adjacent to the lots with frontage on the marsh. Hammock has two meanings. The primary meaning is for a hanging bed made of canvas, typically suspending between two trees or supports. It is also a term used in the southeastern U.S. to describe a stand of trees typically forming an island with a unique ecosystem. Although this land is not an island, the development intends to save a cluster of oak trees (forming islands). The term Hammock is inviting and calming, which are the qualities the community would like to portray.

Ms. Brown presented an in-depth overhead review of the application. Staff recommended that the Planning Commission approve the Hammock Oaks Circle new street name based on the review criterion outlined in the Land Management Ordinance and enclosed within the staff's report. Following the staff's presentation, Chairman Bennett requested public comments and none were received

STDV-000946-2014 – Carlen Cove will be the small road with a few marsh lots connecting to Hammock Oaks Circle. The road will be named after Jim Carlen who was both an athletic director and head football coach for the South Carolina Gamecocks from 1975-1981. He had an impressive career in this area and his name is well known with South Carolina residents.

Ms. Brown presented an in-depth overhead review of the application. Staff recommended that the Planning Commission approve the Carlen Cove new street name based on the review criterion outlined in the Land Management Ordinance and enclosed in the staff's report. Following the staff's presentation, Chairman Bennett requested public comments and none were received.

Chairman Bennett then invited discussion by the Planning Commission. Vice Chairman Brown requested comments from staff regarding a previous presentation by Mr. Wright related to drainage issues. Mr. Shawn Colin presented statements regarding drainage improvements in this area. Following final comments by the Planning Commission, Chairman Bennett requested that one motion be made to approve the three proposed street names.

Commissioner Kristian made a **motion** that the Planning Commission **approve** new street name applications, STDV-000944-2014, STDV-000945-2014 and STDV-000946-2014 as presented by the staff. Commissioner Hughes **seconded** the motion and the motion **passed** with a vote of 9-0-0.

11. Commission Business

None

12. Chairman's Report

None

13. Committee Reports

Commissioner Carstens reported that the Comp Plan Committee will meet in Conference Room 4 at 10:00a.m.

14. Staff Reports

- a) Coligny Update (not addressed)
- b) Chaplin Linear Park Update (not addressed)

15. Adjournment

The meeting was adjourned at 9:20a.m.

Submitted By:

Approved By:

Kathleen Carlin
Secretary

David Bennett
Chairman



TOWN OF HILTON HEAD ISLAND COMMUNITY DEVELOPMENT DEPARTMENT

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Hilton Head Island, SC 29928

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STAFF REPORT PUBLIC PROJECT REVIEW

Case #	Name of Project	Public Hearing Date
PPR-001015-2014	Multi-use Pathway from Fresh Market to Shelter Cove Towne Centre along William Hilton Parkway (Business)	August 20, 2014

Parcel Data and Location	Applicant
Properties with frontage on William Hilton Parkway (on-island direction) between Fresh Market Shoppes and Shelter Cove Towne Centre.	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 to construct a new multi-use pathway along William Hilton Parkway (WHP) from the intersection of WHP and Queens Way to King Neptune Drive at the entrance to Palmetto Dunes. The pathway would connect to an existing pathway on Shelter Cove Lane that would be reconstructed and connect to an existing pathway at Shelter Cove Towne Centre. Crosswalks, drainage and landscape improvements are included in the project. See Attachment "A".

Staff Recommendation

Staff recommends that 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 has developed over 60 miles of public pathways outside of gated areas on the Island and is recognized as a bicycle friendly community. One goal of the Town's pathway program is to provide pathways along both sides of William Hilton Parkway. Currently, a pathway stretches the entire length of the off-island side of WHP. Now sections of pathway along the on-island side are being added, with those areas that are primarily commercial being a priority. This project would fill a gap between existing

pathways at Fresh Market Shoppes and Shelter Cove Towne Centre and result in a continuous connection between The Village at Wexford and Shelter Cove Towne Centre. This project was included in the Planning Commission's recommendations to Town Council for priority projects in FY15 and was subsequently adopted as part of the FY15 budget by Town Council. This project will improve connectivity and safety and provide opportunities for alternative forms of transportation in the area. The pathway will serve both residents and visitors and provide improved access to area shopping and dining.

On August 6, 2014, the Comprehensive Plan Committee met and voted to forward the application to the Planning Commission with additional information on links to existing crosswalks, tree impacts and design constraints for the pathway location along with a recommendation that the Commission find the application to be compatible with the Town's Comprehensive Plan for location, character and extent. This information has been included on Attachment A.

Description of Project:

The project area will extend from the intersection of WHP with Queens Way to Shelter Cove Towne Centre. It will include a new pathway segment along the on-island side of WHP and the improvement of a section of exiting pathway along Shelter Cove Lane.

Approximately 4,400 linear feet of new 8-10 foot wide pathway will be added along WHP, with approximately 2,000 linear feet of existing pathway along Shelter Cove Lane being reconstructed to meet current standards. The pathway will meander along the roadside and be designed to match the Town's standard multi-purpose pathway design. Crosswalks at roadway intersections will include the Town's standard type of street print with ADA Detectable Warning Surfaces. Crosswalks for driveways will be distinguished by two 12 inch wide white stripes, consistent with other areas on the island.

The project will be designed with sensitivity to natural resources through tree preservation and stormwater improvements. When the project is complete, the area around the pathways will be landscaped in a manner similar to other pathways.

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 July 8, 2014 as set forth in LMO 16-3-110 and 16-3-111.
- Notice of the Public Project Application was posted and mailed on July 18, 2014 as set forth in LMO 16-3-110 and 16-3-111.

- A public hearing is being held on August 20, 2014 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

Implementation for the Comprehensive Plan 6.3 – Transportation Network

The Town needs a comprehensive transportation network composed of roads, pathways, water and air transportation opportunities that are adequately maintained that meet current standards.

Implementation 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.

Implementation for the Comprehensive Plan 6.5 – Utilities

In order to maintain water quality, reduce negative impacts on natural systems and provide for improved stormwater conditions on the Island, the Town should continue improving stormwater infrastructure and promoting the use of best management practices.

Goal 6.3 – Transportation Network

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 6.5 – Utilities

F. The goal is to have well maintained, effective stormwater infrastructure on the Island.

Transportation Element:

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.

Goal 9.1 - Road Network

- 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.

Implementation Strategies 9.1 – Road Network

- FF. Coordinate road improvements with the Island’s Drainage Study and any other drainage, water or sewer improvement project.

Implementation Strategy 9.4 – Multi-Use Pathways

- 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. 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 as follows:
- The proposed pathway project will improve the existing pathway system through the addition of a new pathway link between Fresh Market Shoppes and Shelter Cove Towne Centre.
- The proposed pathway will improve the connections between destinations, provide additional recreational opportunities and promote alternative means of transportation on the Island by filling a gap in the current pathway network that is adjacent to primarily commercial properties located mid-island along WHP.

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 as follows:
- The project will provide a pleasing aesthetic that will improve the character of the area and the Island as a whole by being designed to match the character of the Town’s existing pathway network.
- The design of intersections and crosswalks will help preserve and enhance the Island’s unique character while improving safety by being designed to meet current safety and match those used in other similar locations on the Island.
- Landscaping will be added at the conclusion of the project to ensure the esthetic of the project is consistent with the character of other pathways on the Island.

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 as follows:
- The proposed project will result in a new pathway segment that is 4,400 linear feet long paralleling WHP and 2,000 linear feet of upgraded pathway along Shelter Cove Lane that will current standards.
- The proposed pathway will be 8-10 feet wide and offset from the roadway when feasible in a way that meets all current design standards.
- The project will include crosswalks at road and driveway intersections that meet current standards and tie into existing crosswalks that go across WHP. The proposed project will include improvements to the Island’s stormwater infrastructure.
- At the completion of the project, landscaping will be added that is consistent with other pathways on the Island.

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

August 8, 2014

DATE

REVIEWED BY:

JL

Jayme Lopko, AICP
Senior Planner / PC Coordinator

August 8, 2014

DATE

REVIEWED BY:

TBL

Teri B. Lewis, AICP
LMO Official

August 8, 2014

DATE

ATTACHMENTS:

- 1) PPR Diagram

Symbol Legend

Existing Pathway Facilities

-  Existing Multi-use Pathway on WHP
-  Existing Crosswalk on WHP
-  Existing Crosswalk Under WHP

Existing Site Features of Impact

-  Existing Parking
-  Existing Sign
-  Existing Trees
-  Existing Significant Tree

Proposed Pathway Improvements

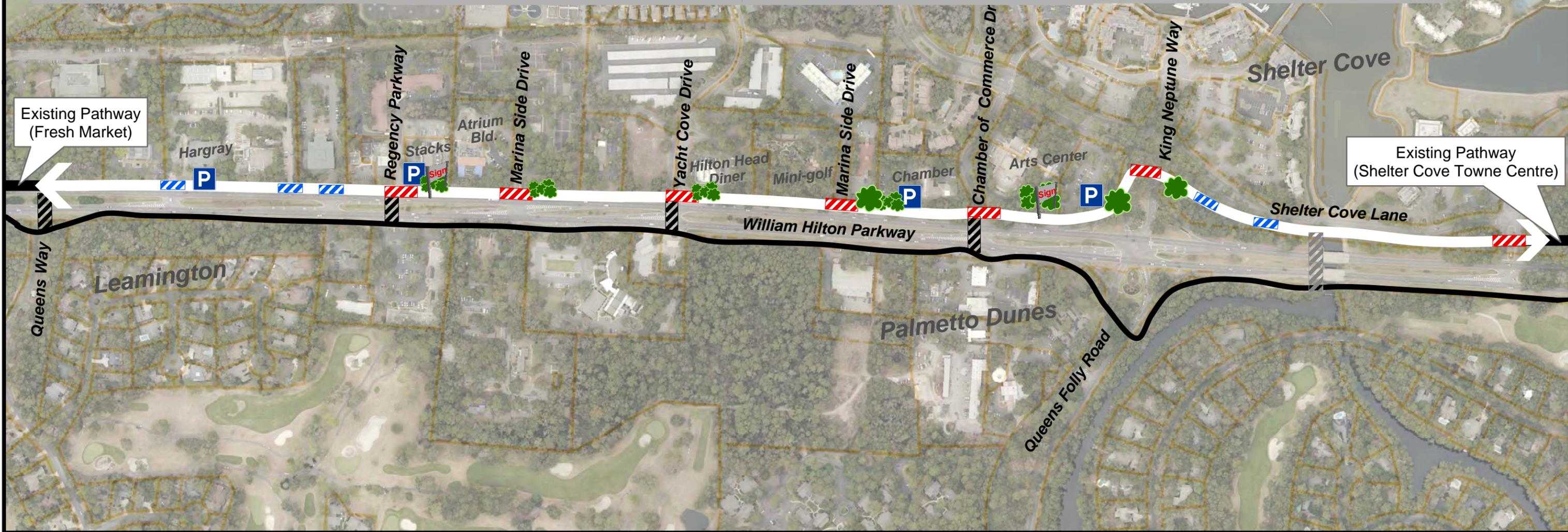
 Proposed Pathway



 Proposed Street Crosswalk



 Proposed Driveway Crosswalk



Existing Pathway
(Fresh Market)

Existing Pathway
(Shelter Cove Towne Centre)