



**Town of Hilton Head Island
Planning Commission Meeting
Wednesday, August 6, 2014
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. Swearing In Ceremony for Returning and New Planning Commissioners**
Mr. David Bennett, Mr. Todd Theodore, Mr. Peter Kristian, Mr. Jim Gant, and
Ms. Caroline McVitty *Swearing in Ceremony Performed by: Mayor Drew Laughlin*
- 5. 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.
- 6. Approval of Agenda**
- 7. Approval of Minutes** – Regular June 18, 2014 Meeting and Special June 25, 2014 Meeting
- 8. Appearance by Citizens on Items Unrelated to Today’s Agenda**
- 9. Unfinished Business**
None
- 10. New Business**
STDV-000944-2014, STDV-000945-2014, STDV-000946-2014 - Tim Wright of K
Hovnanian Homes, representing the Salt Creek Landing Subdivision, has applied to name 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 names are Creek Landing Trace, Hammock Oaks Circle, and Carlen Cove.
Presented by: Suzanne Brown, Addressing Technician and Randy Lindstrom, Battalion Chief of Planning
- 11. Commission Business**
- 12. Chairman’s Report**
- 13. Committee Reports**

14. Staff Reports

- a) Coligny Update
- b) Chaplin Linear Park Update

15. 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, June 18, 2014
3:00p.m – Benjamin M. Racusin Council Chambers

Commissioners Present: Chairman Gail Quick, Vice Chairman David Bennett, Alex Brown, Judd Carstens, Terry Ennis, Bryan Hughes, Tom Lennox, Barry Taylor and Brian Witmer

Commissioners Absent: None

Town Council Present: Mayor Drew Laughlin, Bill Harkins, and John McCann

Town Staff Present: Teri Lewis, LMO Official
Curtis Coltrane, Esq., Town Attorney
Jayme Lopko, Senior Planner & Planning Commission Coordinator
Brian Hulbert, Staff Attorney
Charles Cousins, Director Community Development
Jennifer Ray, Urban Designer
Kathleen Carlin, Secretary

1. Call to Order

2. Pledge of Allegiance to the Flag

3. Roll Call

4. Presentation of Crystal Awards to outgoing Planning Commissioners:

Ms. Gail Quick, Mr. Terry Ennis, Mr. Tom Lennox and Mr. Brian Witmer

Mayor Drew Laughlin presented the Town's Crystal Award to outgoing Chairman Gail Quick and outgoing Commissioners Terry Ennis, Tom Lennox and Brian Witmer. Mayor Laughlin stated his appreciation to the outgoing Planning Commissioners for their service to the community on behalf of Town Council and the Town of Hilton Head Island.

5. Freedom of Information Act Compliance

Public notice of this meeting has been published and posted in compliance with the Freedom of Information Act and Town of Hilton Head Island requirements.

6. Approval of Agenda

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

7. Approval of Minutes

The Planning Commission **approved** the minutes of the regular June 4, 2014 meeting as submitted by general consent.

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

a) Mr. Jim Collett, Chairman of the Telecommunications Taskforce, presented statements in concern of the proposed setback requirements for cell towers. Mr. Collett requested that the language be restored to the original language that was approved two years ago. The proposed language is in conflict with some of the previously agreed upon improvements to the permitting process for cell towers. Chairman Quick presented statements regarding the

issue of technology vs. aesthetics on Hilton Head Island. Commissioner Ennis presented statements in concern of the need to balance technology and aesthetics on the island. A creative solution to the problem needs to be found.

b) Mr. David Martin, business owner of Piggly Wiggly, reiterated his concerns with the lack of adequate beach parking in the Coligny area. Mr. Martin encouraged the Town to take quick action to improve beach parking. This issue should be a priority “quick action” item.

Chairman Quick stated that she and Commissioner Lennox met recently with Town Manager Steve Riley in an effort to expedite beach parking at Coligny. The Town-owned property in Coligny known as the ‘bone yard’ will soon be available for additional temporary parking.

c) Chester C. Williams, Esq., presented statements regarding the issue of setback requirements for cell towers. Mr. Williams stated the need for everyone to follow the same rules for permitting cell towers (as currently proposed in the draft LMO.)

d) Mr. Jack Alderman presented public statements on behalf of the Vision Steering Committee regarding The Greater Island Council’s goals for the future of Hilton Head Island.

e) Ms. Deborah Urato, resident and local business owner, reiterated her concerns with the inadequate parking conditions at Coligny. Ms. Urato agreed with the need to quickly open up the ‘bone yard’ area for additional parking.

f) Mr. Peter Kristian, general manager of the Hilton Head Plantation’s POA, presented statements in opposition to the comments just presented by Chester C. Williams, Esq. regarding the proposed language for permitting cell towers. Cell towers should be considered a necessary utility on Hilton Head Island in this day and age and they need to be treated as such.

g) Mr. Jeff Sickelstein, Coligny area business owner, presented statements in agreement with those presented by Mr. David Martin. The lack of adequate parking in Coligny is a critical issue and needs to be addressed quickly.

9. Unfinished Business

Public Hearing

- a) Repeal of existing Land Management Ordinance and Adoption of a new Land Management Ordinance as part of Title 16 of the Municipal Code.
- b) Repeal of existing Official Zoning Map and Adoption of a new Official Zoning Map as part of Title 16 of the Municipal Code.
- c) Amend Title 16 (Land Management Ordinance) of the Municipal Code, specifically Chapter 5, Article XVIII (Impact Fees). The only change to this article will be to re-number it in conjunction with the Land Management Ordinance Rewrite project.

Chairman Quick presented a brief background on this Unfinished Business item. The public hearing for the above referenced three business items began on June 4, 2014. Chairman Quick stated that the Planning Commission will begin with the issue of

Telecommunication setback requirements. Ms. Teri Lewis, LMO Official, will make this presentation to the Planning Commission. Following this introduction, Chairman Quick requested that Ms. Teri Lewis make her presentation.

Ms. Teri Lewis reported that at the public hearing on June 4, 2014, there was a brief discussion on the setbacks for Telecommunication Facilities. It was determined by the Planning Commission that additional discussion should be held on this topic at today's meeting. Ms. Lewis presented the following specific details related to this issue:

The LMO Rewrite Committee and the project's consultant, Clarion Associates, have been working diligently over the past three years to rewrite the Town's Land Management Ordinance. As part of their work, the LMO Rewrite Committee reviewed the existing conditions related to Telecommunications Facilities.

Some of the conditions related to setbacks for Telecommunication Facilities were amended in July, 2012 based on recommendations from the Telecommunications Task Force. Among other changes, the setbacks for Telecommunications Facilities from the Ocean & Coastal Resource Management (OCRM) Base Line and Critical Line and from publicly owned rights-of-way were reduced from *the tower height divided by .35 to the fall zone plus 20 feet*.

The LMO Rewrite Committee spent quite a bit of time discussing the protection of 'edge conditions' – those areas along our major thoroughfares and waterways; as part of this discussion it was determined that a greater setback was needed for Telecommunication Facilities along the major and minor arterials and along the water in an effort to protect the aesthetics of the edge conditions. It is for this reason that the proposed setbacks for Telecommunication Facilities are as follows:

- Setbacks from OCRM Base Line, Critical Line and Major Arterials: *setback a minimum distance equal to the overall height of the tower*
- Setbacks from Minor Arterials: *setback a minimum distance equal to 80 percent of the height of the tower*

The Planning Commission and Ms. Lewis discussed the issue of aesthetics as it relates to the protection of edge conditions. Chairman Quick then requested opening public comments on this issue and the following statements were received:

Mr. Jack Mitchell, Regional Director of External Legislative Affairs, ATT, presented statements regarding the issue of aesthetics and the modifications made to cell towers. Mr. Mitchell and the Planning Commission discussed the need for quality telecommunications service on the island.

Mr. Jim Collett, presented statements in opposition to the comments presented previously by Chester Williams, Esq. The need for clarity in the rules and permitting process is very important.

Mr. Richard Pattisall, Sea Pines resident, presented statements in support of Mr. Collett's statements for the need for increased telecommunications on Hilton Head Island. The issues of safety and aesthetics in telecommunications were included. This completed today's discussion regarding cell towers.

Chairman Quick then requested that Mr. Tom Crews, Chairman of the LMO Rewrite Committee, make his presentation to the Planning Commission.

Mr. Crews stated that the intent of the Coligny redevelopment process has taken a lot of discussion on the committee's part. One of the charges from TC was to encourage redevelopment in Coligny.

Mr. Crews presented an overhead review of the following issues: building setbacks and height. The proposed language relates to a build to line (which is different than a setback line.) Mr. Crews reviewed the differences between a build to line and a setback line. The committee recommends the use of two different types of setbacks. The recommended setback on Pope Avenue and South Forest Beach is 30-ft. The committee recommends that other streets have a setback of 20-ft. This is in lieu of the committee's previous recommendation.

Mr. Crews then discussed the issue of height and scale. The only way to increase density in the Coligny commercial district is in height. The current height limitation is 45-ft. Mr. Crews discussed the committee's concerns with increasing the height limitation to 65-75 feet. Mr. Crews recommended that the building footprint could rise to 65-ft. in height. The goal of this is to increase some balance and variety without sacrificing the aesthetics of the area.

Commissioner Ennis and Mr. Crews discussed the proposed language and potential next steps for the Planning Commission. The expectation is for the Planning Commission to be prepared to vote on setbacks and heights.

Ms. Teri Lewis presented background statements on setback requirements for Coligny. If the Planning Commission feels prepared, they may vote on the proposed changes today.

Mr. Charles Cousins presented statements regarding setback requirements and right of way in Coligny on behalf of staff. Mr. Crews and the Planning Commission discussed the consideration of height and density in the Coligny district. Vice Chairman Bennett and Mr. Crews discussed the issue of height as it relates to the character of Coligny. A variety of height was included in the discussion. Mr. Crews stated that his presentation is not being made on behalf of the entire LMO Rewrite Committee. The presentation is made based on Mr. Crews' long-term experience as an architect on the island. Commissioner Lennox stated that the proposal has an economic impact on the property owner or developer if the relaxed standards are adopted.

Commissioner Witmer and Vice Chairman Bennett presented statements in concern of the existing lack of adequate parking in the Coligny area even without considering redevelopment. Commissioner Ennis stated his appreciation to Mr. Crews and stated that he believes that this is a good idea.

Chairman Quick stated that the Planning Commission's charge today is to approve the LMO language, approve the LMO language with conditions, and disapprove the LMO language. The Planning Commission would be forwarding a recommendation for approval by Town Council of the entire package as a whole (rather than separating it into parts.)

The Planning Commission discussed separating the package – approve the portion that can be forwarded and holding back the Coligny district at this time until the outstanding items can be worked out. Chairman Quick requested that Curtis Coltrane weigh in on this suggestion.

Mr. Coltrane stated that the Planning Commission can forward the entire LMO to Town Council with a recommendation of approval if they wish or they may forward only a portion of the LMO to Town Council and hold back the Coligny portion if they wish. Mr. Coltrane presented some draft legal language on this issue to the Planning Commission for their consideration. The proposed language is with regard to the 20-ft and 30-ft. setbacks.

Vice Chairman Bennett and Mr. Tom Crews discussed the need to fine-tune some of the proposed language before it reaches Town Council. Mr. Crews stated that he will work on the proposed language regarding height in an effort to meet the Planning Commission's concerns.

Chairman Quick then requested public comments and the following were received: (1) Chester Williams, Esq., presented general comments regarding the proposed new regulations.

Chairman Quick stated that they are still two outstanding issues before the Planning Commission. One is telecommunications issue and the second is setback requirements for the Coligny district. Chairman Quick recommended that the Planning Commission vote on each of the Unfinished Business issues separately.

Mr. Coltrane recommended that the public hearing on these issues remain open to the next meeting. Mr. Coltrane recommended that the Planning Commission complete their review all at one time. The Planning Commission will hold off and be prepared to take a vote on the completed project at the next meeting. Ms. Lewis stated that Council Chambers is available next Wednesday, June 25, 2014. If a quorum of Planning Commissioners is available to attend a meeting on that date. Chairman Quick requested that Mr. Coltrane complete his presentation on today's two Unfinished Business items.

Mr. Coltrane stated that the next item to be reviewed is the list of changes to the LMO that have been made since the beginning of the public review draft. Mr. Coltrane stated that a number of these changes are not substantive. Mr. Coltrane presented a review of the changes. Following this review, Chairman Quick requested public comments and the following were received: (1) Chester Williams, Esq., presented brief comments regarding the proposed changes. Following public comments, Chairman Quick requested that a motion be made.

Vice Chairman Bennett made a **motion** that the Planning Commission **approve** the minor recommended changes to the draft LMO as presented by Curtis Coltrane, Esq. Commissioner Ennis **seconded** the motion and the motion **passed** with a vote of 9-0-0.

Mr. Coltrane then stated that a question was previously raised by the Planning Commission regarding the issue of conditional zoning. Conditional zoning deals with whether or not the Planning Commission can place conditions on their review of a rezoning application. Mr. Coltrane and the Planning Commission reviewed the existing and the proposed LMO

language. Mr. Coltrane stated that conditions are allowed if it is determined that such conditions are necessary to ensure compliance with the code. It does not provide for the Planning Commission to draft conditions that are not stated in the code. Vice Chairman Bennett and Mr. Coltrane discussed the issue of conditional uses as identified in the LMO and State Code. Vice Chairman Bennett stated that he is not in favor of the issue.

Chairman Quick invited additional public comments and the following were received: (a) Mr. David Ames, LMO Rewrite Committee member, presented statements in regard to the cell tower issue and the protection of edge conditions. The need for advanced telecommunications is absolutely vital to Hilton Head Island. Mr. Ames also presented comments regarding the Coligny discussion. Additional understanding by the Planning Commission on this issue is needed; (b) Ms. Jocelyn Steiger, Government Affairs Director, Realtors' Association, presented a number of recommendations for changes to the draft LMO, particularly as related to home ownership and housing development; (c) Mr. Peter Kristian, General Manager, Hilton Head Plantation, POA, presented statements regarding the need to test some of the proposed changes in the LMO, particularly related to Coligny.

Ms. Teri Lewis inquired if a quorum of Planning Commissioners is available on Wednesday, June 25th at 9:00a.m. A number of Planning Commissioners stated that they are available to meet at that time (a quorum of members.) Today's public hearing will remain open until that day. Chairman Quick asked Mr. Tom Crews if the LMO Rewrite Committee might be able to meet prior to the June 25th meeting date in order to clarify their position. Ms. Lewis stated that she will work with the LMO Rewrite Committee members later today to set up a meeting date.

Chairman Quick stated that the next business item is approval of the proposed revisions to the Rules of Procedure. Mrs. Jayme Lopko made the presentation on behalf of staff. Mrs. Lopko reviewed the proposed changes including those to the submission of new materials and to Appeals. Commissioner Bryan Hughes presented brief comments in support of the proposed revisions. Following this discussion, Chairman Quick requested public comments and none were received. Chairman Quick then requested that a motion be made.

Commissioner Witmer made a **motion** to **approve** the proposed revisions to the Rules of Procedure as presented by staff. Commissioner Carstens **seconded** the motion and the motion **passed** with a vote of 9-0-0. *Commissioner Carstens excused himself from the remainder of the meeting at this time.*

10. **New Business**

None

11. **Commission Business**

(a) **Appointment of a Nominating Committee for the election of Officers**

Chairman Quick requested that Commissioner Lennox, Chairman of the Nominating Committee, make his report to the Planning Commission. Commissioner Lennox stated that the Nominating Committee met on June 9, 2014 for the purpose of Nominating officers for the upcoming term, July 1, 2014 – June 30, 2015. Commissioner Alex Brown is nominated to serve as Vice Chairman for the new term and Commissioner David Bennett is

nominated to serve as Chairman for the new term. Chairman Quick thanked Commissioner Lennox and requested that a motion be made.

Commissioner Taylor made a **motion** to **appoint** Commissioner David Bennett as Chairman and Commissioner Alex Brown as Vice Chairman for the new term, July 1, 2014 – June 30, 2015. Commissioner Hughes **seconded** the motion and the motion **passed** with a vote of 8-0-0.

Chairman Quick then requested that a motion be made to appoint Ms. Kathleen Carlin as Secretary of the Planning Commission for the term of July 1, 2014 – June 30, 2015.

Commissioner Lennox made the **motion** to **appoint** Ms. Carlin as Secretary for the new term. Commissioner Ennis **seconded** the motion and the motion **passed** with a vote of 8-0-0.

12. Chairman's Report

Chairman Quick stated that she will save her Chairman's Report until the June 25, 2014 meeting.

13. Committee Reports

None

14. Staff Reports

a) Staff presented the Quarterly Report.

b) Staff update on the Coligny Project

Ms. Jennifer Ray made the presentation on behalf of staff. Ms. Ray stated that last week the team prepared some traffic counts in association with the LMO's requirements for a certain time of the year. The traffic and parking counts, including Coligny pedestrian and vehicular traffic counts, should be available in July.

15. Adjournment

There being no further business, the meeting was adjourned at 6:00p.m.

Submitted By:

Kathleen Carlin
Secretary

Approved By:

Gail Quick
Chairman

TOWN OF HILTON HEAD ISLAND
Special Planning Commission Meeting
Wednesday, June 25, 2014
9:00a.m – Benjamin M. Racusin Council Chambers

Commissioners Present: Chairman Gail Quick, Alex Brown, Judd Carstens, Terry Ennis,
Bryan Hughes, Tom Lennox, Barry Taylor, and Brian Witmer

Commissioners Absent: Vice Chairman David Bennett

Town Council Present: None

Town Staff Present: Teri Lewis, LMO Official
Curtis Coltrane, Esq., Town Attorney
Jayme Lopko, Senior Planner & Planning Commission Coordinator
Charles Cousins, 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. Approval of Agenda

The agenda was approved as submitted by general consent.

6. Unfinished Business

Public Hearing (*Continuation of Public Hearing held on June 4, 2014 & June 18, 2014*)

a) Repeal of existing Land Management Ordinance and Adoption of a new Land Management Ordinance as part of Title 16 of the Municipal Code.

1. Coligny Resort District Standards Setbacks carried over from June 4, 2014 & June 18, 2014 Public Hearing meetings.

Public Hearing (*Continuation of Public Hearing held on June 4, 2014 & June 18, 2014*)

b) Repeal of existing Official Zoning Map and Adoption of a new Official Zoning Map as part of Title 16 of the Municipal Code.

Public Hearing (*Continuation of Public Hearing held on June 4, 2014 & June 18, 2014*)

c) Amend Title 16 (Land Management Ordinance) of the Municipal Code, specifically Chapter 5, Article XVIII (Impact Fees). The only change to this article will be to re-number it in conjunction with the Land Management Ordinance Rewrite project.

Chairman Quick introduced today's Unfinished Business items and invited public comments. The following citizens presented public comments:

- a) Mr. Jim Collett, Chairman of the Telecommunications Task Force, presented statements in concern of the proposed setback requirements for cell towers. Mr. Collett encouraged the Planning Commission to delay their decision on setback requirements for cell towers until all necessary information is received by the Planning Commission.
- b) Ms. Jean Beck, Executive Vice President of the Hilton Head Island's Realtor's Association, expressed her appreciation to the Planning Commission and the staff for all of their hard work on the draft LMO. Ms. Beck encouraged the support of development and redevelopment efforts on the island.
- c) Mr. Tom Crews, Chairman of the LMO Rewrite Committee, presented statements with regard to the committee's recommendation for development and redevelopment of the Coligny area. Mr. Crews stated that the LMO Rewrite Committee met on Monday, June 23rd for the purpose of formulating a recommendation to the Planning Commission for development/ redevelopment of Coligny. Mr. Crews stated that the committee discussed three main issues: height, setbacks, and uses/conditions for the Coligny District. Mr. Crews presented the committee's recommendation on these three issues including a commercial mixed use at the street level. There will be no dwelling units on the first floor. A vertical mixed use is encouraged throughout the district.

Mr. Crews presented an in-depth review of the components of height, setbacks, and uses. The LMO Rewrite Committee worked to create very specific design standards for the Coligny Resort Zoning District. Mr. Crews discussed the step-down for height. The standards for this district were developed to encourage development that is pedestrian friendly and at a human scale with a high intensity of mixed uses. Chairman Quick expressed her appreciation to Mr. Crews for all of his hard work. Chairman Quick then requested that Ms. Teri Lewis make her presentation.

Ms. Lewis presented an overhead review of the Draft Zoning Map specifically related to Coligny Circle. Ms. Lewis discussed the location of residential property and the need to not create additional non-conformities. Ms. Lewis discussed the option of considering a Coligny Overlay District. The Planning Commission and Ms. Lewis discussed the Draft Zoning Map including the issue of density. Chairman Quick requested that Mr. Jim Gant make his presentation on the proposed minor changes.

Mr. Jim Gant, LMO Rewrite Committee member, reviewed the proposed minor changes to the draft LMO specifically to the location of gas stations. A signalized intersection is added.

Chairman Quick stated that Town Council will hold a workshop to discuss the proposed changes to the LMO. The workshop is scheduled to be held on Wednesday, July 8, 2014 at 4:00p.m in Council Chambers.

Commissioner Carstens presented statements with regard to his efforts to address the cell tower issue. Commissioner Carstens stated that he has looked into how other local municipalities are dealing with the Telecommunications issue. There is still a strong

requirement for visual impacts and aesthetics. The use is conditional in other areas with strong requirements for aesthetics from view corridors. Commissioner Carstens stated that he will bring his findings on this issue to Town Council's workshop. Following final discussion on this issue by the Planning Commission, Chairman Quick closed the public hearing and requested that a motion be made.

Curtis Coltrane, Esq., recommended that the Planning Commission make separate motions in order to properly address all of the issues before them today. The first issue is with regard to the proposed changes to the Coligny District and gas sales. Chairman Quick agreed and requested that a motion on the first issue be made.

Commissioner Lennox **moved** that the Planning Commission **accept** and **incorporate** the changes presented this morning to the Coligny District Zoning Map and gasoline sales. Commissioner Ennis **seconded** the motion and the motion **passed** with a vote of 8-0-0.

Chairman Quick stated that the next issue is to repeal the existing Official Zoning Map. Chairman Quick requested that a motion on this issue be made.

Commissioner Lennox **moved** that the Planning Commission **recommend** that the Town Council for the Town of Hilton Head Island **repeal** the existing Official Zoning Map for the Town of Hilton Head Island, South Carolina, in its entirety. Commissioner Hughes **seconded** the motion and the motion **passed** with a vote of 8-0-0.

Chairman Quick stated that the next issue is to repeal the existing Land Management Ordinance. Chairman Quick then requested that a motion be made.

Commissioner Lennox **moved** that the Planning Commission **recommend** that the Town Council for the Town of Hilton Head Island, South Carolina, **repeal** the existing Land Management Ordinance, with the exception of Article XVIII, Impact Fees, being Section 16-5-1801 through Section 16-5-1819, inclusive. Commissioner Brown **seconded** the motion and the motion **passed** with a vote of 8-0-0.

Commissioner Lennox then made a **motion** that the Planning Commission recommend that the Town Council for the Town of Hilton Head Island, South Carolina, **approve** and **adopt** the entire Land Management Ordinance, as set out in the April, 2014, Public Hearing Draft, with those changes approved by the Planning Commission at the Public Hearings conducted on June 4, June 18 and June 25, 2014. This includes Section 16-5-116, which is an amendment to Article XVIII, Impact Fees, being Section 16-5-1801 through Section 16-5-1819 of the existing Land Management Ordinance. Commissioner Taylor **seconded** the motion and the motion **passed** with a vote of 8-0-0.

Commissioner Lennox then made a **motion** that the Planning Commission recommend that the Town Council for the Town of Hilton Head Island, South Carolina, **approve** and **adopt** the Official Zoning Map for the Town of Hilton Head Island, South Carolina, as set out in the public hearing draft dated May 1, 2014, and as discussed by the Planning Commission at the public hearings conducted on June 4, June 18 and June 25, 2014, in its entirety. Commissioner Carstens **seconded** the motion and the motion **passed** with a vote of 8-0-0.

Prior to adjourning the meeting, outgoing Chairman Gail Quick expressed her appreciation to her fellow Planning Commissioners for all of their hard work over the past six years. Chairman Quick also thanked staff for their efforts.

7. Adjournment

The meeting was adjourned at 10:10a.m

Submitted By:

Approved By:

Kathleen Carlin
Secretary

Gail Quick
Chairman

DRAFT



**TOWN OF HILTON HEAD ISLAND
COMMUNITY DEVELOPMENT
DEPARTMENT**

One Town Center Court	Hilton Head Island, SC 29928	843-341-4757	FAX 843-842-8908
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**STAFF REPORT
NEW STREET NAME APPLICATION**

Case #:	Name of Project or Development:	Public Hearing Date:
STDV-000945-2014	Salt Creek Landing	August 6, 2014

Parcel Data or Location:	Applicant/Agent
R510 007 000 0147, 0438, 0092, 0279, 0440, 147B, 0476, 0449 & 0093 0000	Tim Wright K Hovnanian Homes 449 Riverwalk Blvd. Unit B-8 Okatie, SC 29936

Application Summary:

STDV-000945-2014– Tim Wright, representing K Hovnanian Homes, has applied to name a new street located off of Spanish Wells Drive. The proposed name is Hammock Oaks Circle.

Staff Recommendation:

Staff recommends the Planning Commission approve the Hammock Oaks Circle new street name application based on the review criterion outlined in the Land Management Ordinance and enclosed herein.

Background:

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. 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 US 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 cluster of oak trees (forming islands) and the term Hammock is inviting and calming, which are the qualities the community would like to portray.

As set forth in LMO Section 16-3-1105, Criteria for New or Modified Street and Vehicular Access Easement Names, requires that the Planning Commission, for final action, review proposed street names. This section also sets forth the criteria for this review as indicated below.

Summary of Facts and Conclusions of Law:

Criteria A: No new street, vehicular access easement or development project name, or proposed modified name of an existing street, vehicular access easement or development, except phases of the same development project, shall duplicate, be phonetically similar to, or in any way be likely to be confused with an existing street, vehicular access easement or development name, in spite of the use of prefixes or suffixes.

Town Staff, Fire & Rescue Dispatch and Beaufort County Dispatch have reviewed the proposed Hammock Oaks Circle and have found that it does not duplicate street, vehicular access easement or development names.

Criteria B: It is desirable to use names which are simple, logical, easy to read and pronounce and which are clear and brief. Use of frivolous or complicated words or unconventional spellings in names shall not be approved.

Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that the proposed Hammock Oaks Circle meets the requirements of this criterion.

Criteria C: It is desirable to use names which have some association with Hilton Head Island and specifically with the immediate location of the road or place, such as reference to local history or physiographic features.

Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that Hammock Oaks Circle meets the requirements of this criterion. The developer is trying to protect and preserve as many trees as possible, protecting our natural resources.

Criteria D: Use of a common theme is recommended for names of streets which are associated with one another, such as those within a residential development.

Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that Hammock Oaks Circle meets the requirements of this criterion because these roads all represent something or someone significant in South Carolina; the trees, the salt marsh and a famous figure.

Criteria E: Intersecting streets or vehicular access easements shall not have the same or similar name.

Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that Hammock Oaks Circle meets the requirements of this criterion.

Criteria F: Streets or vehicular access easements which continue through an intersection should generally bear the same name, except where the road crosses a major arterial or where existing address points on a street require that the roadway be given a different name.

Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that this does not apply to this application.

Criteria G: A street or vehicular access easement making an approximate right-angle turn where there is no possibility of extending the street or vehicular access easement in either direction shall be considered to be continuous and be so named. Where there is a choice of direction or a possibility of extending either section in the future, such configuration shall be considered to be an intersection and different names assigned.

Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that this does not apply to this application.

Criteria H: The proposed name of the development should in all respects emphasize the project's distinctive name rather than the name of the company or corporation that owns the development. This will reduce confusion on the location of separate developments owned by the same company or corporation.

Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that this does not apply to this application.

I. New or modified street names should generally use Drive, Lane, Place, Road, Street or Way as suffixes. The following street designations should only be used if the street design meets one of the following descriptions:

- 1. Alley--A street providing access to the rear of lots or buildings, usually as a secondary means of access to a property.*
- 2. Avenue--A street that is continuous.*
- 3. Boulevard--A street with a landscaped median dividing the roadway.*
- 4. Circle--A street with a complete loop on the end or a side street that intersects another street at two adjacent intersections.*
- 5. Court--A street terminating in a cul-de-sac, not longer than 1,000 feet in length.*
- 6. Extension--A section of street forming an additional length.*

7. Parkway--A street designated as a collector or arterial road, with a landscaped median reflecting the parkway character implied in the name.

This list is not intended to limit the use of other appropriate suffixes.

Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that Hammock Oaks Circle meets the requirements of this criterion.

J. The suffixes Manor, Trace and Common shall typically be used to name vehicular access easements.

Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that this does not apply to this application.

K. Existing roads that become broken by natural barriers, intervening land uses, or development that cause the existing road to become two separate roads, and are not likely to be reconnected in the future, shall be named in a manner that considers the potential economic impact of the number of address points and type of addresses impacted.

Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that this does not apply to this application.

PREPARED BY:

SB
Suzanne Brown
Addressing Technician

July 24, 2014
DATE

REVIEWED BY:

RL
Randy Lindstrom
Administrative Battalion Chief

July 24, 2014
DATE

REVIEWED BY:

JL
Jayme Lopko, AICP
Planning Commission Coordinator &
Senior Planner

July 24, 2014
DATE



**TOWN OF HILTON HEAD ISLAND
COMMUNITY DEVELOPMENT
DEPARTMENT**

One Town Center Court	Hilton Head Island, SC 29928	843-341-4757	FAX 843-842-8908
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**STAFF REPORT
NEW STREET NAME APPLICATION**

Case #:	Name of Project or Development:	Public Hearing Date:
STDV-000944-2014	Salt Creek Landing	August 6, 2014

Parcel Data or Location:	Applicant/Agent
R510 007 000 0147, 0438, 0092, 0279, 0440, 147B, 0476, 0449 & 0093 0000	Tim Wright K Hovnanian Homes 449 Riverwalk Blvd. Unit B-8 Okatie, SC 29936

Application Summary:

STDV-000944-2014– Tim Wright, representing K Hovnanian Homes, has applied to name a new street located off of Spanish Wells Drive. The proposed name is Creek Landing Trace.

Staff Recommendation:

Staff recommends 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 herein.

Background:

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. 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.

As set forth in LMO Section 16-3-1105, Criteria for New or Modified Street and Vehicular Access Easement Names, requires that the Planning Commission, for final action, review proposed street names. This section also sets forth the criteria for this review as indicated below.

Summary of Facts and Conclusions of Law:

Criteria A: No new street, vehicular access easement or development project name, or proposed modified name of an existing street, vehicular access easement or development, except phases of the same development project, shall duplicate, be phonetically similar to, or in any way be likely to be confused with an existing street, vehicular access easement or development name, in spite of the use of prefixes or suffixes.

Town Staff, Fire & Rescue Dispatch and Beaufort County Dispatch have reviewed the proposed Creek Landing Trace and have found that it does not duplicate street, vehicular access easement or development names.

Criteria B: It is desirable to use names which are simple, logical, easy to read and pronounce and which are clear and brief. Use of frivolous or complicated words or unconventional spellings in names shall not be approved.

Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that the proposed Creek Landing Trace meets the requirements of this criterion.

Criteria C: It is desirable to use names which have some association with Hilton Head Island and specifically with the immediate location of the road or place, such as reference to local history or physiographic features.

Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that Creek Landing Trace meets the requirements of this criterion. The new street will access homes along the salt marsh and creek and correlates with the subdivision name.

Criteria D: Use of a common theme is recommended for names of streets which are associated with one another, such as those within a residential development.

Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that Creek Landing Trace meets the requirements of this criterion because these roads all represent something or someone significant in South Carolina; the trees, the salt marsh and a famous figure.

Criteria E: Intersecting streets or vehicular access easements shall not have the same or similar name.

Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that Creek Landing Trace meets the requirements of this criterion.

Criteria F: Streets or vehicular access easements which continue through an intersection should generally bear the same name, except where the road crosses a major arterial or where existing address points on a street require that the roadway be given a different name.

Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that this does not apply to this application.

Criteria G: A street or vehicular access easement making an approximate right-angle turn where there is no possibility of extending the street or vehicular access easement in either direction shall be considered to be continuous and be so named. Where there is a choice of direction or a possibility of extending either section in the future, such configuration shall be considered to be an intersection and different names assigned.

Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that this does not apply to this application.

Criteria H: The proposed name of the development should in all respects emphasize the project's distinctive name rather than the name of the company or corporation that owns the development. This will reduce confusion on the location of separate developments owned by the same company or corporation.

Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that this does not apply to this application.

I. New or modified street names should generally use Drive, Lane, Place, Road, Street or Way as suffixes. The following street designations should only be used if the street design meets one of the following descriptions:

- 1. Alley--A street providing access to the rear of lots or buildings, usually as a secondary means of access to a property.*
- 2. Avenue--A street that is continuous.*
- 3. Boulevard--A street with a landscaped median dividing the roadway.*
- 4. Circle--A street with a complete loop on the end or a side street that intersects another street at two adjacent intersections.*
- 5. Court--A street terminating in a cul-de-sac, not longer than 1,000 feet in length.*
- 6. Extension--A section of street forming an additional length.*

7. Parkway--A street designated as a collector or arterial road, with a landscaped median reflecting the parkway character implied in the name.

This list is not intended to limit the use of other appropriate suffixes.

Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that Creek Landing Trace meets the requirements of this criterion. As noted in the above, this list does not limit the use of other suffixes.

J. The suffixes Manor, Trace and Common shall typically be used to name vehicular access easements.

Even though Trace is typically used for access easements, this is a smaller road at the entrance of the development and Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch do not have any issues with the use of the suffix.

K. Existing roads that become broken by natural barriers, intervening land uses, or development that cause the existing road to become two separate roads, and are not likely to be reconnected in the future, shall be named in a manner that considers the potential economic impact of the number of address points and type of addresses impacted.

Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that this does not apply to this application.

PREPARED BY:

SB

Suzanne Brown
Addressing Technician

July 24, 2014

DATE

REVIEWED BY:

RL

Randy Lindstrom
Administrative Battalion Chief

July 24, 2014

DATE

REVIEWED BY:

JL

Jayne Lopko, AICP
Planning Commission Coordinator &
Senior Planner

July 24, 2014

DATE



**TOWN OF HILTON HEAD ISLAND
COMMUNITY DEVELOPMENT
DEPARTMENT**

One Town Center Court	Hilton Head Island, SC 29928	843-341-4757	FAX 843-842-8908
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**STAFF REPORT
NEW STREET NAME APPLICATION**

Case #:	Name of Project or Development:	Public Hearing Date:
STDV-000946-2014	Salt Creek Landing	August 6, 2014

Parcel Data or Location:	Applicant/Agent
R510 007 000 0147, 0438, 0092, 0279, 0440, 147B, 0476, 0449 & 0093 0000	Tim Wright K Hovnanian Homes 449 Riverwalk Blvd. Unit B-8 Okatie, SC 29936

Application Summary:

STDV-000945-2014– Tim Wright, representing K Hovnanian Homes, has applied to name a new street located off of Spanish Wells Drive. The proposed name is Carlen Cove.

Staff Recommendation:

Staff recommends the Planning Commission approve the Carlen Cove new street name application based on the review criterion outlined in the Land Management Ordinance and enclosed herein.

Background:

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. 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 SC residents.

As set forth in LMO Section 16-3-1105, Criteria for New or Modified Street and Vehicular Access Easement Names, requires that the Planning Commission, for final action, review proposed street names. This section also sets forth the criteria for this review as indicated below.

Summary of Facts and Conclusions of Law:

Criteria A: No new street, vehicular access easement or development project name, or proposed modified name of an existing street, vehicular access easement or development, except phases of the same development project, shall duplicate, be phonetically similar to, or in any way be likely to be confused with an existing street, vehicular access easement or development name, in spite of the use of prefixes or suffixes.

Town Staff, Fire & Rescue Dispatch and Beaufort County Dispatch have reviewed the proposed Carlen Cove and have found that it does not duplicate street, vehicular access easement or development names.

Criteria B: It is desirable to use names which are simple, logical, easy to read and pronounce and which are clear and brief. Use of frivolous or complicated words or unconventional spellings in names shall not be approved.

Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that the proposed Carlen Cove meets the requirements of this criterion.

Criteria C: It is desirable to use names which have some association with Hilton Head Island and specifically with the immediate location of the road or place, such as reference to local history or physiographic features.

Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that Carlen Cove meets the requirements of this criterion.

Mr. Carlen was a prominent figure in South Carolina and retired to Hilton Head in 1981. He had a residence in Shipyard and passed away in 2012.

Criteria D: Use of a common theme is recommended for names of streets which are associated with one another, such as those within a residential development.

Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that Carlen Cove meets the requirements of this criterion because these roads all represent something or someone significant in South Carolina; the trees, the salt marsh and a famous figure.

Criteria E: Intersecting streets or vehicular access easements shall not have the same or similar name.

Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that Carlen Cove meets the requirements of this criterion.

Criteria F: Streets or vehicular access easements which continue through an intersection should generally bear the same name, except where the road crosses a major arterial or where existing address points on a street require that the roadway be given a different name.

Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that this does not apply to this application.

Criteria G: A street or vehicular access easement making an approximate right-angle turn where there is no possibility of extending the street or vehicular access easement in either direction shall be considered to be continuous and be so named. Where there is a choice of direction or a possibility of extending either section in the future, such configuration shall be considered to be an intersection and different names assigned.

Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that this does not apply to this application.

Criteria H: The proposed name of the development should in all respects emphasize the project's distinctive name rather than the name of the company or corporation that owns the development. This will reduce confusion on the location of separate developments owned by the same company or corporation.

Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that this does not apply to this application.

I. New or modified street names should generally use Drive, Lane, Place, Road, Street or Way as suffixes. The following street designations should only be used if the street design meets one of the following descriptions:

- 1. Alley--A street providing access to the rear of lots or buildings, usually as a secondary means of access to a property.*
- 2. Avenue--A street that is continuous.*
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- 5. Court--A street terminating in a cul-de-sac, not longer than 1,000 feet in length.*
- 6. Extension--A section of street forming an additional length.*

7. Parkway--A street designated as a collector or arterial road, with a landscaped median reflecting the parkway character implied in the name.

This list is not intended to limit the use of other appropriate suffixes.

Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that Carlen Cove meets the requirements of this criterion.

J. The suffixes Manor, Trace and Common shall typically be used to name vehicular access easements.

Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that this does not apply to this application.

K. Existing roads that become broken by natural barriers, intervening land uses, or development that cause the existing road to become two separate roads, and are not likely to be reconnected in the future, shall be named in a manner that considers the potential economic impact of the number of address points and type of addresses impacted.

Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that this does not apply to this application.

PREPARED BY:

SB
Suzanne Brown
Addressing Technician

July 24, 2014
DATE

REVIEWED BY:

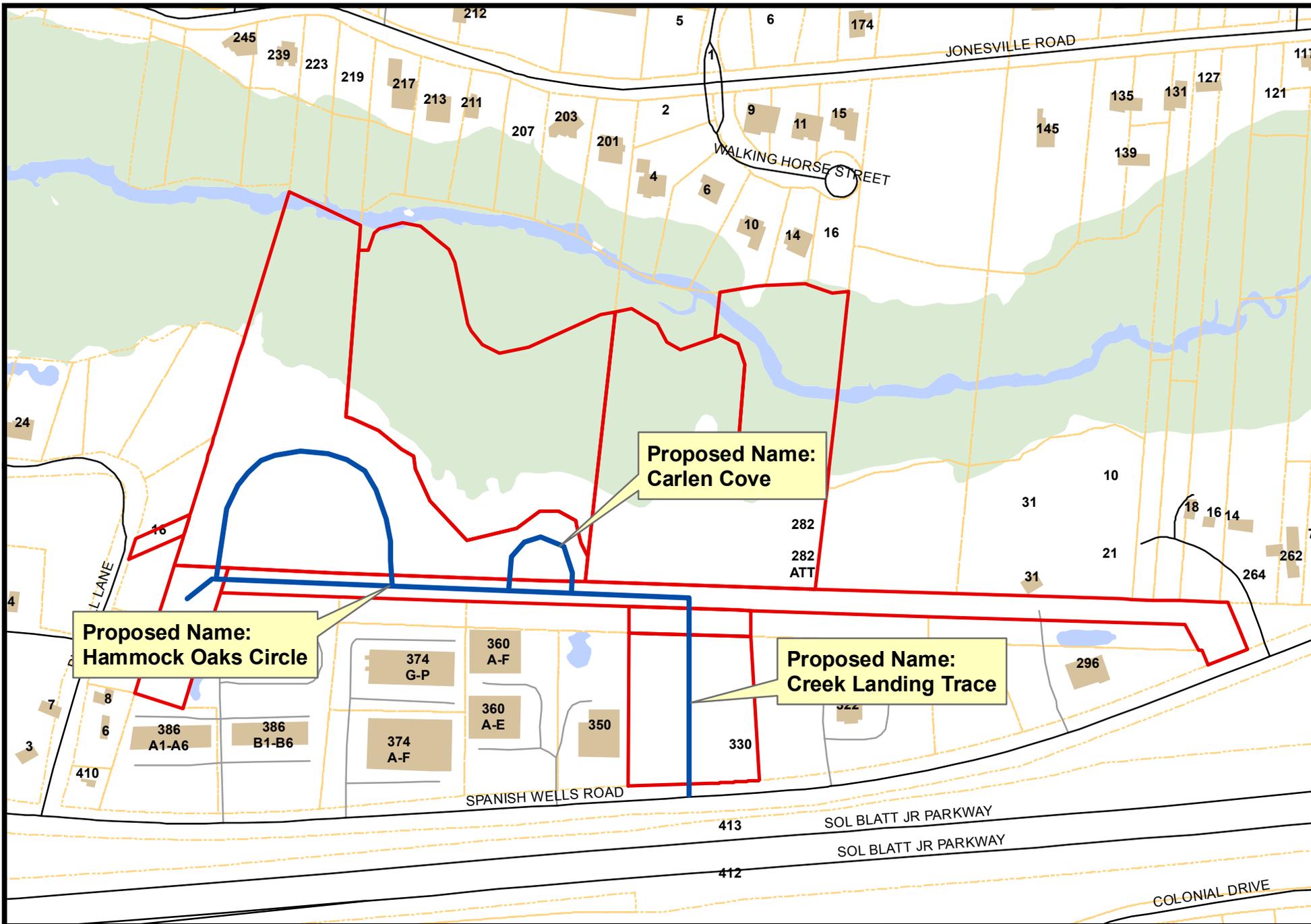
RL
Randy Lindstrom
Administrative Battalion Chief

July 24, 2014
DATE

REVIEWED BY:

JL
Jayme Lopko, AICP
Planning Commission Coordinator &
Senior Planner

July 24, 2014
DATE



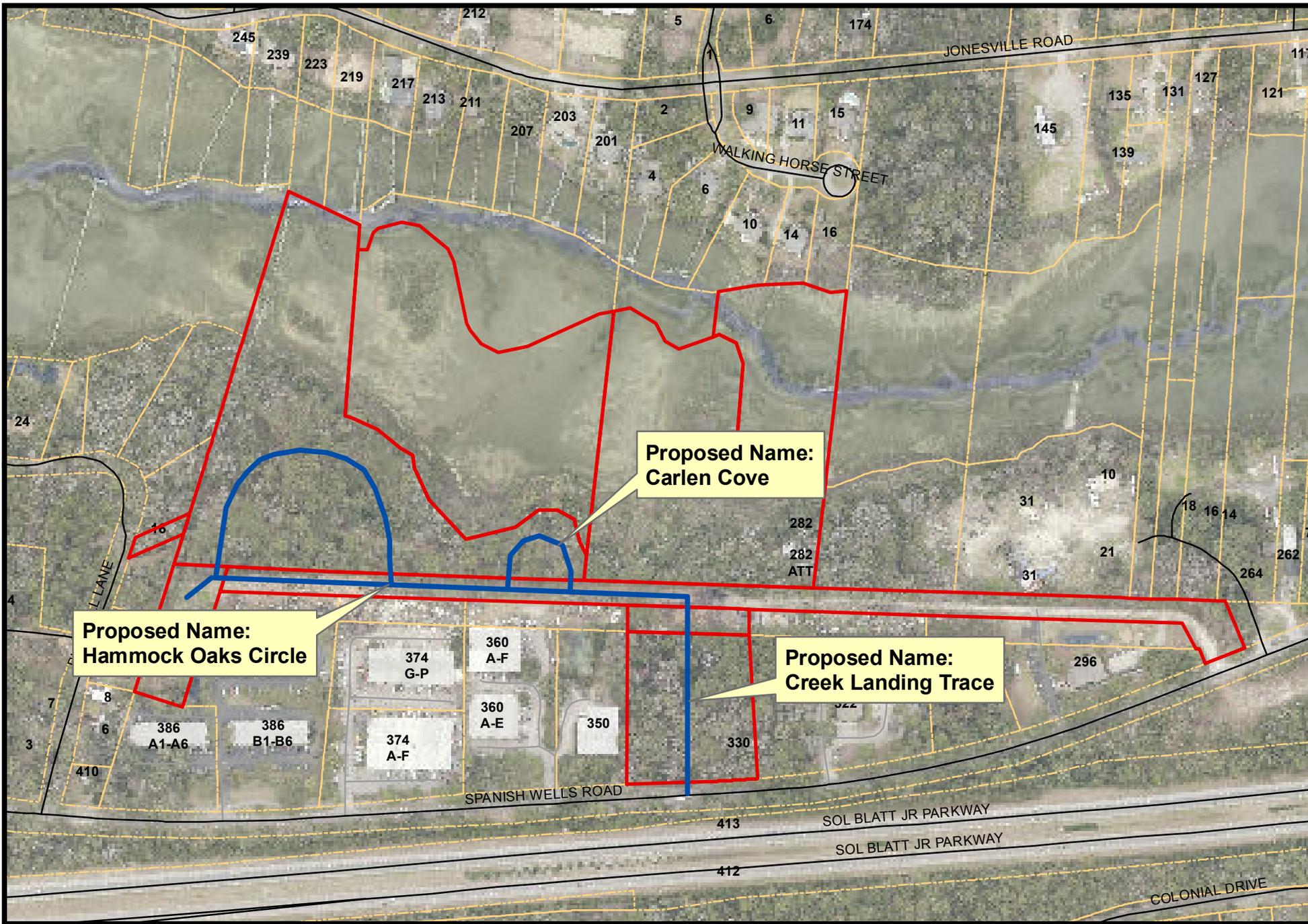
**Proposed Name:
Hammock Oaks Circle**

**Proposed Name:
Carlen Cove**

**Proposed Name:
Creek Landing Trace**

Town of Hilton Head Island
Salt Creek Landing





**Proposed Name:
Hammock Oaks Circle**

**Proposed Name:
Carlen Cove**

**Proposed Name:
Creek Landing Trace**

Town of Hilton Head Island
Salt Creek Landing



