

**TOWN OF HILTON HEAD ISLAND**  
**The Planning Commission**

Minutes of the Wednesday, September 2, 2009 Meeting  
9:00am – Benjamin M. Racusin Council Chambers

**APPROVED**

Commissioners Present: Acting Chairman Loretta Warden, Tom Crews, Jack Docherty, Terence Ennis, Therese Leary, Tom Lennox, Gail Quick and David White

Commissioners Absent: Chairman Al Vadnais

Town Council Present: Mayor Pro Tem Ken Heitzke, Bill Ferguson, Bill Harkins, and John Safay

Town Staff Present: Nicole Dixon, Planner  
Heather Colin, Development Review Administrator  
Teri Lewis, LMO Official  
Jayme Lopko, Senior Planner & Planning Commission Coordinator  
Kathleen Carlin, Administrative Assistant

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**I CALL TO ORDER**

Chairman Warden called the meeting to order at 9:00am.

**II PLEDGE OF ALLEGIANCE TO THE FLAG**

**III ROLL CALL**

**IV FREEDOM OF INFORMATION ACT**

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.

**V USAGE OF CELLULAR TELEPHONE**

Please turn off all cellular phones so that the meeting is not disturbed. Use of the cellular phone is allowed in the hallway outside of Council Chambers.

**VI APPROVAL OF THE AGENDA**

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

**VII APPROVAL OF THE MINUTES**

The Minutes of the August 19, 2009 meeting were **approved** as presented by general consent.

**VIII APPEARANCE BY CITIZENS ON ITEMS UNRELATED TO TODAY'S AGENDA**

None

**IX UNFINISHED BUSINESS**

None

**X NEW BUSINESS  
PUBLIC HEARING**

**LMO Amendments** - The Town of Hilton Head Island is proposing to amend Chapter 4 of the Land Management Ordinance (LMO) to revise the following articles and sections, including: 16-4-201. This adds the proposed new zoning district, OCIL (Office/Light Commercial/Light Industrial) Zoning District, to the Designation of Districts table. 16-4-New Section. This provides a purpose statement for the proposed OCIL Zoning District. 16-4-1104. This adds the OCIL district and its' permitted uses to the Use Table. 16-4-1114. This provides a classification for the Limited Manufacturing use. 16-4-1213, 16-4-1214, 16-4-1232, 16-4-1233, 16-4-New Section, and 16-4-1241. This adds the OCIL Zoning District and conditions where applicable to various uses in the Specific Use Standards Article. 16-4-1501. This adds the OCIL Zoning District to the Density Standards table. 16-4-1505. This adds the OCIL Zoning District to the Maximum Impervious Coverage and Minimum Open Space table. 16-4-1601. This adds the OCIL Zoning District to the Maximum Structure Height table.

Ms. Nicole Dixon made the presentation on behalf of staff. The staff presented the proposed amendments to the LMO Committee at a public meeting on August 5, 2009. The LMO Committee voted unanimously to forward the amendments to the full Planning Commission with a recommendation for approval.

Ms. Dixon presented the history of the proposed amendments. Town Council's Policy Agenda for 2009 has Light Industrial District Zoning Review listed as a high priority and these amendments were drafted as a result of that review. The proposed amendments include changes to Chapter 4.

Ms. Dixon reviewed the OCIL Zoning District Amendments as well as a vicinity map illustrating which properties will be subject to the proposed zoning classification. Please see Ms. Dixon's Staff Report dated August 5, 2009 for complete details.

**Section 16-4-201. Designation of Districts**

Ms. Dixon reviewed the list of districts, with appropriate abbreviations, that may appear on the Official Zoning Map and elsewhere within this Title: OCIL – Office/Light Commercial/Light Industrial District.

**Section 16-4-New Section. OCIL – Office/Light Commercial/Light Industrial District**

The purpose of the Office/Light Commercial/Light Industrial District is to provide a transition area between the more intense light industrial uses and the residential uses. The OCIL district will allow for non-medical office and retail service uses, while still allowing some low intensity light industrial uses. This will create opportunities, minimize some existing non-conforming land uses and encourage redevelopment for property owners in this corridor while providing balance among land use types.

**Section 16-4-1104. Use Table**

The OCIL district category has been added to the Use Table.

**Section 16-4-1114. Industrial Use Categories**

Under C. Manufacturing and Production - # 4 Exceptions (d) has been added to the list: The manufacturing of hand crafted goods such as cosmetics and embroidered items are classified as Limited Manufacturing.

**Section 16-4-1213. Contractor's Materials**

The sale of contractor's materials is permitted in the OCIL District provided the on-site storage of materials is screened from the street and neighboring properties.

**Section 16-4-1214. Contractor's Office**

OCIL District has been added to the list of districts that allow contractor's offices with on-site storage.

**Section 16-4-1232. Kennel, Boarding/Pet Store/Veterinary Hospital**

Boarding Facilities and Veterinary Hospitals, with the exclusion of Pet Stores, are also permitted in the OCIL District subject to the (*following attached*) standards.

**Section 16-4-1233. Light Industrial**

Light industrial uses are permitted subject to the (*following attached*) standards.

**Section 16-4-(New Section). Limited Manufacturing**

Limited Manufacturing uses are permitted subject to the (*following attached*) standards.

**Section 16-4-1241. Other Retail Sales and Service**

(B) Only service uses shall be permitted in the OL, *OCIL*, and OM Districts.

**Section 16-4-1501. Density Standards Table**

OCIL district category has been added to the density standards table.

**Section 16-4-1505. Maximum Impervious Coverage and Minimum Open Space**

Maximum impervious coverage and minimum open space shall conform to the (*attached*) Table.

**Section 16-4-1601. Maximum Structure Height**

Maximum structure heights for each district are set forth in the Table. OCIL has been added to the Base Districts. No structure shall exceed the specified height limits unless otherwise allowed in this Article.

This completed the staff's presentation on the proposed amendments. The Planning Commission discussed the intent of the proposed amendments with Ms. Dixon. The Planning Commissioners discussed several issues including retail sales and services as well as non-conforming uses.

At the completion of the discussion, Chairman Warden requested public comments and statements from the following citizens were received: Chester C. Williams, Esq., Ms. Sandra Reed, and Mr. Pat Epperson presented statements for the record. At the completion of the public comments, Chairman Warden stated that the public hearing for this issue is closed. Ms. Heather Colin and Ms. Teri Lewis presented statements in clarification of the process moving forward. Following final comments, Chairman Warden requested that a motion be made.

Commissioner Leary made a **motion** to refer the proposed amendments back to the LMO Committee for further review regarding a possible conflict in some of the uses that are being

permitted. There was no second to the motion and the motion died. Chairman Warden then requested that another motion be made.

Commissioner Leary made a new **motion** to **approve** forwarding the advancement of the LMO Amendments to the Planning and Development Standards Committee with a recommendation of changing the language of Sec. 16-4-1241 (B). Commissioner Crews **seconded** the motion and the motion **passed** with a vote of 8-0-0.

**XI COMMISSION BUSINESS**

1. Commissioner Quick reported that the LMO Committee will meet this morning at 10:00am to review the proposed tree replacement fund amendments.
2. Commissioner Crews reported that the Comprehensive Plan Committee will meet this morning at 10:30am.

**XII STAFF REPORTS**

Mrs. Jayme Lopko presented an update on State mandated training requirements. Mrs. Lopko stated that the Planning Commission meeting on September 16, 2009 has been canceled due to a lack of agenda items.

**XIII ADJOURNMENT**

There being no further business, the meeting was adjourned at 10:00am.

Submitted By:

Approved By:

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Kathleen A. Carlin  
Administrative Assistant

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Loretta Warden  
Acting Chairman