

THE TOWN OF HILTON HEAD ISLAND

Planning Commission

**Minutes of the Wednesday, June 16, 2010 Meeting
3:00pm – Benjamin M. Racusin Council Chambers**

APPROVED

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

Commissioners Absent: Tom Crews

Town Council Present: Bill Ferguson

Town Staff Present: Jill Foster, Community Development Department Deputy Director
Jayme Lopko, Senior Planner & Planning Commissioner Coordinator
Randy Nicholson, Comprehensive Planning Division Manager
Scott Liggett, Director Public Projects & Facilities/Chief Engineer
Heather Colin, Development Review Administrator
Darrin Shoemaker, Traffic & Transportation Engineer
Kathleen Carlin, Administrative Assistant

I CALL TO ORDER

Chairman Vadrnais called the meeting to order at 3:00pm.

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 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 cell 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 June 2, 2010 meeting were **approved** as presented by general consent.

VIII PRESENTATION OF CRYSTAL AWARD TO COMMISSIONER DAVID WHITE

Ms. Jill Foster presented the Town's Crystal Award to outgoing Planning Commissioner, Mr. David White. On behalf of staff, Ms. Foster stated her appreciation to Mr. White for providing excellent service to the Planning Commission from July 2004 – June 2010.

Chairman Vadrnais, and all of the Planning Commissioners, stated their appreciation to

Commissioner White. Commissioner White thanked his fellow Planning Commissioners and the staff. A Farewell Reception in appreciation of Commissioner White's service was held in Council Chambers following today's business meeting.

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

None

IX UNFINISHED BUSINESS

None

X NEW BUSINESS

None

XI COMMISSION BUSINESS

Discussion and Adoption of revised Rules of Procedure

Vice Chairman Warden stated that at their May 12, 2010 meeting, the Rules of Procedure Committee directed the staff to make changes to the Rules of Procedure with respect to the Comprehensive Plan. These changes were reviewed and approved by the ROP Committee.

An additional revision to the Rules was proposed with respect to the quorum required to vote on an appeal. The ROP Committee reviewed this proposal and voted unanimously to disapprove making any changes to this language. The only changes in language approved by the ROP Committee involve the Comprehensive Plan.

Mrs. Jayme Lopko made the revised Rules presentation on behalf of staff. All of the recommended changes are on located on page 5 of the Rules of Procedure. The Planning Commission and staff discussed the additional language that allows for periodic review and evaluation of the Comprehensive Plan. Following this discussion, Chairman Vadnais requested that a motion be made to recommend approval of the proposed revisions to the Rules of Procedure as presented today by staff.

Commissioner Leary made the **motion to approve** the proposed revisions to the Rules of Procedure as presented today by the staff. Commissioner Quick **seconded** the motion and the motion **passed** with a vote of 8-0-0.

XII CHAIRMAN'S REPORT

Chairman Vadnais stated that the newest member of the Planning Commission is scheduled to be sworn on July 7, 2010. Commissioners Jack Docherty and Terry Ennis will also be sworn in for a second term on that date. Chairman Vadnais reported that sub-committee assignments will be made at the July 7, 2010 meeting.

XIII COMMITTEE REPORTS

Chairman Vadnais requested that the Nominating Committee present their report with respect to the nomination of new Officers for 2010 – 2011. Commissioner Leary presented the report on behalf of the Committee. The Nominating Committee recommended that the current Chairman, Al Vadnais, and current Vice Chairman, Loretta Warden, be nominated to serve another one-year term.

Chairman Al Vadnais and Vice Chairman Loretta Warden thanked the Committee agreed to serve as Officers for the new term. The Planning Commission **voted unanimously** to elect Al Vadnais as Chairman and Loretta Warden as Vice Chairman for 2010 – 2011.

XIV STAFF REPORTS

Ms. Jill Foster reported that Mr. Randy Nicholson, Comprehensive Planning Division Manager, has resigned from the Town in order to take a new position in Travis County, Texas. The staff and the Planning Commission thanked Mr. Nicholson for his dedicated service and wished him well in his new position. Mr. Nicholson thanked the Planning Commission for the opportunity to work with them over the past eight years and for their good wishes.

Mrs. Jayme Lopko presented the Quarterly Report to the Planning Commission. Mr. Scott Liggett presented statements with regard to the status of the North Mathews Drive project. Mr. Darrin Shoemaker presented statements with regard to pedestrian – bicycle safety concerns specifically related to crosswalks.

Ms. Heather Colin presented the Subdivision Report to the Planning Commission.

Following final discussion by the Planning Commission, Chairman Vadnais invited everyone to join the staff and the Commission in the Farewell Reception for Commissioner David White immediately following the meeting.

The meeting was adjourned at 4:00pm.

Submitted By:

Approved By:

Kathleen Carlin
Administrative Assistant

Al Vadnais
Chairman