

TOWN OF HILTON HEAD ISLAND
Planning Commission
Minutes of the Wednesday, December 7, 2011 Meeting **APPROVED**
9:00a.m. – Benjamin M. Racusin Council Chambers

Commissioners Present: Chairman Loretta Warden, Vice Chairman Tom Lennox,
David Bennett, Jack Docherty, Terry Ennis, Bryan Hughes, Gail Quick

Commissioners Absent: Charles Young

Town Council Present: None

Town Staff Present: Shea Farrar, Senior Planner; Jennifer Lyle, Assistant Town Engineer
Darrin Shoemaker, Traffic & Transportation Engineer
Shawn Colin, Comprehensive Planning Division Manager
Jill Foster, Deputy Director Community Development Department
Heather Colin, Development Review Administrator
Teri Lewis, LMO Official
Kathleen Carlin, Secretary & Administrative Assistant

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 Town of Hilton Head Island requirements.
5. **Approval of Agenda**
The agenda was **approved** as presented by general consent.
6. **Approval of Minutes**
The Planning Commission **approved** the minutes of the November 16, 2011 meeting as amended by general consent.
7. **Appearance by Citizens on Items Unrelated to Today's Agenda**
None
8. **Unfinished Business**
None
9. **New Business**
Public Hearing
PPR110006– Application for Public Project Review from the Town of Hilton Head Island to construct a multi-use pathway along William Hilton Parkway from Long Cove Drive to Fresh Market Shops. Chairman Warden opened the public hearing for the application and requested that the staff make their presentation.

Ms. Shea Farrar made the presentation on behalf of staff. The staff recommended that the Planning Commission find the application to be compatible with the Town's

Comprehensive Plan for location, character and extent based on the Findings of Facts and Conclusions of Law as determined by the LMO Official and contained in the staff's report.

Ms. Farrar stated that the Town of Hilton Head Island has identified the need for an additional multi-purpose pathway connection between Long Cove Drive and Fresh Market Shoppes. This pathway is proposed for construction in fiscal year 2013 as part of the Town's Capital Improvement Program. The pathway will provide the opportunity to walk and bike from commercial to residential areas.

The pathway will be designed to match the existing asphalt multi-purpose pathways used by the Town. The path will meander along the roadside and the project will be designed with sensitivity to natural resources. Ms. Farrar briefly reviewed the Findings of Fact and Conclusions of Law. At the Planning Commission's request, Ms. Jennifer Lyle, Assistant Town Engineer, presented statements on behalf of Engineering.

Following staff's presentation, Chairman Warden requested public comments and none were received. Chairman Warden then stated that the public hearing for this application is closed. Following final discussion by the Planning Commission, Chairman Warden requested that a motion be made.

Commissioner Ennis made a **motion** to **approve** application for Public Project Review, PPR110006 as presented by staff. The Planning Commission finds this application to be compatible with the Town's Comprehensive Plan for location, character and extent based on the Findings of Facts and Conclusions of Law determined by the LMO Official and stated in the staff's report. Commissioner Quick **seconded** the motion and the motion **passed** with a vote of 7-0-0.

Public Hearing

PPR110007– Application for Public Project Review from the Town of Hilton Head Island to construct a multi-use pathway along Sol Blatt Jr. Cross Island Parkway access ramps from William Hilton Parkway to the access to Honey Horn. Also included are new signalized pedestrian crossings on William Hilton Parkway at Gum Tree Road and pavement markings along William Hilton Parkway that will modify the traffic patterns. Chairman Warden opened the public hearing for the application and requested that the staff make their presentation.

Mr. Shawn Colin made the presentation on behalf of staff. Staff recommended that the Planning Commission find the application to be compatible with the Town's Comprehensive Plan for location, character and extent based on the Findings of Facts and Conclusions of Law as determined by the LMO Official and contained in the staff's report.

Mr. Colin stated that Town Council approved a master plan for the Honey Horn property in 2002 and approved an update in May of 2009 on behalf of the Coastal Discovery Museum. The master plan update included provisions that the gated maintenance access on William Hilton Parkway serving Honey Horn would be converted into a fully-functioning right-in/right-out access. The master plan update actually referenced a "one way entrance" at this location, however due to this access being used as an exit for attendees of the Concours d'Elegance and other special events held at Honey Horn. A right in/right out is being proposed. The 2009 Master Plan update also cited the need to provide pathway access to Honey Horn, but provided no details. A project to create a free-flowing right-turn

movement for motorists exiting the Cross Island Parkway across from Gum Tree Road onto on-island William Hilton Parkway has been programmed in the CIP for many years. Due to their proximity to each other, the projects have been combined. This project identified in the Fiscal Year 2012 CIP and is proposed for construction starting in the Spring of 2012 with completion prior to the 2012 Concours event at Honey Horn.

The Town proposes to construct a pathway to connect the main entrance of Honey Horn to the Town's existing pathway network. This would be done by constructing a pathway along the western side of the access ramps serving the Sol Blatt Jr. Cross Island Parkway from William Hilton Parkway opposite Gum Tree Road to the existing main Honey Horn entrance located on the access ramps. Decorative stamped asphalt crosswalks, served by new pedestrian signals, will be provided on William Hilton Parkway and the Cross Island Parkway. The pedestrian signals serving pedestrians crossing William Hilton Parkway will be pushbutton-actuated in order to ensure that the pedestrian signal's timing is adequate to accommodate elderly or physically challenged individuals using the crosswalk while impacting the flow of traffic on William Hilton Parkway as little as possible. The Town may provide a median refuge to assist pedestrians and bicycles crossing William Hilton Parkway.

In addition, pavement marking revisions will be accomplished on eastbound William Hilton Parkway at the Gum Tree Road intersection and also at the currently-gated secondary maintenance entrance serving the Honey Horn property. The pavement marking revisions will convert the third (outer) of three available through lanes on eastbound William Hilton Parkway to an auxiliary lane exclusively dedicated to use by motorists turning right into or out of the side streets at these two locations. This will facilitate the future use of Honey Horn's gated maintenance access on William Hilton Parkway as a fully-functioning primary access, and greatly improving operations and safety where the toll road's access ramps intersect William Hilton Parkway. These improvements will allow motorists to turn right from the Cross Island Parkway off-ramp onto eastbound William Hilton Parkway in a free-flowing manner without having to yield to other traffic at all times, regardless of the traffic signal's display. At the Planning Commission's request, Mr. Darrin Shoemaker presented statements on behalf of the Engineering Department.

At the completion of staff's presentation, Chairman Warden requested public comments. Mr. Frank Babel, citizen, presented statements in support of the application. Mr. Babel suggested a potential change in the location of the crosswalk. Mr. Michael Marks, with the Coastal Discovery Museum, presented statements in support of the application. Mr. Shawn Colin responded to the public comments with statements regarding today's conceptual discussion. Following the public comments, Chairman Warden stated that the public hearing for this application is closed. Following final discussion by the Planning Commission, Chairman Warden requested that a motion be made.

Commissioner Docherty made a **motion to approve** application for Public Project Review, PPR110007 as presented by staff. The Planning Commission finds this application to be compatible with the Town's Comprehensive Plan for location, character and extent based on the Findings of Facts and Conclusions of Law determined by the LMO Official and stated in the staff's report. Vice Chairman Lennox **seconded** the motion and the motion **passed** with a vote of 7-0-0.

10. Commission Business

Chairman Warden requested that Mrs. Jayme Lopko provide the Planning Commissioners with their individual training requirements, 2011. Chairman Warden requested that staff provide this information in advance of the December 21st meeting.

11. Chairman's Report

Chairman Warden stated that she is pleased to report that Mr. Barry Taylor has been appointed to the Planning Commission. Mr. Taylor will be sworn in by Mayor Pro Tem Heitzke on December 21st.

12. Committee Reports

Commissioner Quick presented an update on the LMO Rewrite Committee. The Selection Committee is currently working on their evaluation of six consultants' proposals. Details will be provided when available.

13. Staff Reports

Mr. Shawn Colin presented brief comments with regard to Town Council's Annual Workshop and the Planning Commission's recommendations. Details will be provided to the Planning Commission when available.

14. Adjournment

The meeting was adjourned at 10:40am.

Submitted By:

Approved By:

December 21, 2011

Kathleen Carlin
Administrative Assistant

Loretta Warden
Chairman