

THE TOWN OF HILTON HEAD ISLAND

Planning Commission

Minutes of the Wednesday, July 6, 2011 Meeting
9:00a.m. – Benjamin M. Racusin Council Chambers

APPROVED

Commissioners Present: Chairman Loretta Warden, Vice Chairman Tom Lennox, David Bennett, Tom Crews, Jack Docherty, Terry Leary, Gail Quick, and Charles Young

Commissioners Absent: Terence Ennis, Excused

Town Council Present: Mayor Pro Tem Ken Heitzke, Bill Ferguson, Kim Likins

Town Staff Present: Jayme Lopko, Senior Planner & Planning Commission Coordinator
Shawn Colin, Manager, Comprehensive Planning Division
Kathleen Carlin, Secretary & Administrative Assistant

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. ROLL CALL

4. 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.

5. SWEARING IN CEREMONY

Mayor Pro Tem Ken Heitzke performed the swearing in ceremony for new Planning Commissioner, Mr. David Bennet (first three-year term: July 1, 2011 – June 30, 2014). Mr. Heitzke also performed the re-swearing in ceremony for Mr. Tom Lennox and Ms. Gail Quick (second three-year term: July 1, 2011 – June 30, 2014).

Mayor Pro Tem Heitzke stated his appreciation to the Planning Commissioners for their service to the Town.

6. APPROVAL OF AGENDA

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

7. APPROVAL OF MINUTES

The minutes of the regular June 15, 2011 meeting were **approved** as amended by general consent.

8. APPEARANCE BY CITIZENS ON ITEMS UNRELATED TO TODAY'S AGENDA

None

9. UNFINISHED BUSINESS

None

10. NEW BUSINESS

None

11. COMMISSION BUSINESS

None

12. CHAIRMAN'S REPORT

Chairman Warden stated that she is pleased to announce the following committee appointments effective July 1, 2011 – June 30, 2012:

1. Capital Improvements Program Committee (CIP): Mr. Tom Lennox (Chairman), Mr. David Bennett, Ms. Gail Quick and Mr. Charles Young.
2. Comprehensive Plan Committee: Mr. Tom Crews (Chairman), Mr. Terry Ennis, Ms. Terry Leary and Mr. David Bennett.
3. Land Management Ordinance (LMO) Committee: Ms. Gail Quick (Chairman), Mr. Jack Docherty, Mr. Terry Ennis and Mr. Charles Young.
4. Rules of Procedure Committee: Ms. Terry Leary (Chairman), Mr. Tom Lennox, Mr. Jack Docherty and Mr. Tom Crews.

Chairman Warden also acknowledged the Planning Commission's participation in the LMO Rewrite Committee. Commissioner Crews serves as Chairman and Commissioner Quick serves as Vice Chairman of this Ad Hoc Committee.

Chairman Warden stated her appreciation to all of the Planning Commissioners for their interest and participation in serving on the Planning Commission's subcommittees.

13. COMMITTEE REPORTS

1. Capital Improvement Program (CIP) Committee: Chairman Lennox stated that the CIP Committee met on June 27, 2011. Mr. Lennox presented a brief recap of the meeting including statements related to the Fiscal Year 2012 Budget and CIP projects in progress.
2. Comprehensive Plan Committee: Chairman Crews stated that the committee will meet soon to review Census information for the Population Element. The committee will also begin discussing the Design and Energy Elements. This meeting date has not yet been scheduled.

3. Land Management Ordinance (LMO) Committee – Chairperson Quick stated that the committee has nothing to report at this time.
4. Rules of Procedure Committee – There is no committee business to report at this time.
5. The Land Management Ordinance Rewrite Committee – Chairman Crews stated that the committee continues to meet on a weekly basis. The committee has been reviewing the LMO on a chapter-by-chapter basis. A valuable list of issues is being developed in matrix fashion. Chairman Crews invited everyone to attend the committee meetings which are currently held every Thursday from 1:00 – 3:00pm in Council Chambers. The meeting schedule is expected to change to a bi-weekly schedule later on in the summer.

14. STAFF REPORTS

Mrs. Lopko distributed updated copies of the Land Management Ordinance (LMO) to the Planning Commissioners. An updated Planning Commission Membership list was also distributed.

Mrs. Lopko presented an update on the Town's award of a grant to participate in the Redfields to Greenfields Program.

15. ADJOURNMENT

The meeting was adjourned at 9:25am.

Submitted By:

Approved By:

July 20, 2011

Kathleen Carlin
Administrative Assistant

Loretta Warden
Chairman