

TOWN OF HILTON HEAD ISLAND
Planning Commission Meeting
Wednesday, October 2, 2013
9:00a.m – Benjamin M. Racusin Council Chambers

Approved

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

Commissioners Absent: None

Town Council Present: Mayor Drew Laughlin and John McCann

Town Staff Present: Jayme Lopko, Senior Planner & Planning Commission Coordinator
Teri Lewis, LMO Official
Jennifer Ray, Urban Designer
Shawn Colin, Deputy Director of 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 Town of Hilton Head Island requirements.
- 5. Chairman's Welcome and Introduction to Meeting Procedures**
Prior to starting the meeting Chairman Quick requested the Planning Commission, the staff, and the public join in a moment of silence in remembrance of the passing of Mr. Ben Racusin, Hilton Head Island's first mayor, and Mr. Bill Ferguson, former member of Town Council.
- 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 August 7, 2013 meeting 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

a. **LMO Rewrite Committee Status Report**

Mr. Tom Crews, Chairman of the LMO Rewrite Committee, made the presentation. Members of the LMO Rewrite Committee are: Chairman Tom Crews; Vice Chairman Gail Quick, David Ames, David Bachelder, Irv Campbell, Chris Darnell, Jim Gant, Walter Nester, and Town Council Member, Kim Likins, *Ex-Officio*; and Charles Cousins, *Ex-Officio*.

Town Council adopted a resolution in March 2011 which created the LMO Rewrite Committee. The committee has been meeting on a regular basis since April 2011. Mr. Crews stated the LMO rewrite process is nearly complete. Once the LMO Rewrite Committee is satisfied with the draft document, the rewritten LMO will go through the public adoption process which includes review by the Planning Commission and Town Council. The adoption process is expected to begin in November.

The LMO is Title 16 of the Town's Municipal Code; the Town's first LMO was adopted in 1987. The purpose of the LMO is to guide development and redevelopment in accordance with the Comprehensive Plan. In 2011 Town Council listed amending the LMO to 'foster greater flexibility, simplicity and revitalization' as one of their priorities. The goal is to create an atmosphere of partnership, flexibility and simplicity through the rewrite of the LMO.

The committee's goal in rewriting the LMO is to simplify the land development regulations related to the development application review and permitting process and procedures; zoning districts; Design standards; Administrative waivers; Nonconformities, PD-1s, Identification and prioritization of revitalization and investment zones.

Mr. Crews briefly reviewed the changes that have been made to LMO Chapter 2 (Processes & Procedures); Chapter 3 (Zoning Districts) including examples of new districts proposed to be created: Coligny Resort, Community Commercial, Light Commercial, Main Street Medical, Mitchelville, and Sea Pines Circle. Mr. Crews also briefly reviewed changes to Chapter 4 (Use Standards); Chapter 5 (Development Standards); Chapter 6 (Natural Resources); and Chapter 7, Nonconformities.

The Planning Commission and Mr. Crews discussed a couple of issues including the timeline for the public hearing and adoption process. The Planning Commission thanked Mr. Crews for his presentation on the LMO Rewrite.

Public comments: Mr. Peter Ovens, citizen, requested input on the potential annexation of Windmill Harbor as it relates to rewriting the LMO. Mr. Tom Crews responded with general comments.

b. **Adoption of 2014 Planning Commission Meeting Schedule**

Chairman Quick requested that a motion be made to adopt the Planning Commission's 2014 Meeting Schedule. Vice Chairman Bennett made the **motion to adopt** the 2014 Meeting Schedule as presented by staff. Commissioner Ennis **seconded** the motion and the motion

passed with a vote of 9-0-0. Chairman Quick requested the Planning Commissioners review the Schedule of Meetings and notify staff in advance of any meetings that will be missed.

Chairman Quick encouraged the Planning Commissioners to attend the upcoming public hearings for Coligny. The presentation to Town Council is scheduled on October 15th. Mr. Colin stated that the presentation to the Planning Commission has not been scheduled.

12. Committee Reports

Commissioner Lennox stated that the CIP Committee met on September 23, 2013 for a review of the projects in place for 2014, the priorities for 2014, as well as recommended projects to be included in FY2015. The committee will meet again in about a week or so.

Commissioner Ennis stated that today's Comp Plan Committee meeting (scheduled at 10:00a.m) will be postponed. Staff will contact the committee members later today to see if they are available to meet on Wednesday, October 9th.

12. Staff Reports

Chaplin Linear Park Status Update

Ms. Jennifer Ray presented an update on the status of the Chaplin Linear Park on behalf of staff.

Quarterly Report

Mrs. Jayme Lopko presented the Quarterly Report on behalf of staff.

13. Adjournment

The meeting was adjourned at 10:15a.m.

Submitted By:

Approved By:

October 16, 2013

Kathleen Carlin
Secretary

Gail Quick
Chairman