

TOWN OF HILTON HEAD ISLAND
Planning and Development Standards Committee
Minutes of the Wednesday, April 24, 2013 Meeting
4:00pm – Benjamin M. Racusin Council Chambers

APPROVED

Committee Members Present: Chairman John McCann and George Williams

Committee Members Absent: Bill Harkins

Council Members Present: None

Town Staff Present: Anne Cyran, Senior Planner
Teri Lewis, LMO Official
Kathleen Carlin, Administrative Assistant

1. Call to Order

Chairman McCann called the meeting to order at 4:00p.m.

2. 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.

3. Approval of Minutes

Mr. Williams made a **motion** to approve the February 27, 2013 meeting minutes as presented. Chairman McCann **seconded** the motion and the motion **passed** with a vote of 2-0-0.

4. Unfinished Business

None

5. New Business

a) Additional United Way Signs Resolution

Ms. Anne Cyran made the presentation on behalf of staff. Staff recommended that the Planning and Development Standards Committee forward the proposed Resolution to Town Council with a recommendation of *approval*.

In September 1996, the Town of Hilton Head Island Town Council approved Resolution 96-40 designating the United Way thermometer signs as official signs. The designation was subject to the following three conditions:

- 1) That only two such signs may be displayed, one adjacent to each of the Town's special event signs located at Town Hall and at the Northridge Tract;
- 2) That the signs be no larger than 16 square feet and that the design, materials, colors and copy layout be approved by the Town's Corridor Review Commission; and
- 3) That the signs not be displayed prior to September 1st of each year and that they be removed no later than the following December 15th.

Accordingly, two United Way thermometer fundraising signs have been displayed at the designated locations during each fundraising campaign since 1996. Given the population growth in the area since 1996 and the consequent increase in need for funds, the United Way of the Lowcountry would like to display two additional thermometer fundraising signs on Hilton Head Island to increase the public's awareness of the campaign.

The two proposed signs would be located next to Town of Hilton Head Island special event signs at Honey Horn Plantation and at the former Welcome Center site. All of the fundraising signs would still be required to meet conditions 2 and 3 of Resolution 96-40.

In March, the United Way of the Lowcountry asked Town staff if two additional thermometer fundraising signs could be displayed on the island to increase the public's awareness of their annual fundraising campaign.

The committee and Ms. Cyran discussed the existing locations and the proposed locations for United Way signs. Following their discussion, Chairman McCann requested public comments on the item and none were received. Chairman McCann then requested that a motion be made.

Mr. Williams made a **motion** to recommend that the Planning and Development Standards Committee **forward** the proposed Resolution to Town Council with a recommendation of **approval**. Chairman McCann **seconded** the motion and the motion **passed** with a vote of 2-0-0.

6. Committee Business

None

7. ADJOURNMENT

The meeting was adjourned at 4:15pm.

Submitted By:

Approved By:

May 22, 2013

Kathleen Carlin
Administrative Assistant

John McCann
Chairman