

TOWN OF HILTON HEAD ISLAND
Planning Commission Meeting
Wednesday, December 3, 2014 **APPROVED**
9:00a.m. – Benjamin M. Racusin Council Chambers

Commissioners Present: Chairman Alex Brown, Vice Chairman Peter Kristian, Judd Carstens, Jim Gant, Bryan Hughes, Barry Taylor and Todd Theodore

Commissioners Absent: Caroline McVitty

Town Council Present: None

Town Staff Present: Jayme Lopko, Sr. Planner & Planning Commission Coordinator
Charles Cousins, Director of Community Development
Suzanne Brown, Addressing Technician
Randy Lindstrom, Administrative Battalion Chief
Teri Lewis, LMO Official
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 and posted in compliance with the Freedom of Information Act and Town of Hilton Head Island requirements.

5. Approval of Agenda

Commissioner Kristian made a **motion** to **approve** the agenda as submitted.

Commissioner Gant **seconded** the motion and the motion **passed** with a vote of 8-0-0.

6. Approval of Minutes

Commissioner Kristian made a **motion** to **approve** the draft minutes of the November 19, 2014 meeting as amended. Commissioner Hughes **seconded** the motion and the motion **passed** with a vote of 8-0-0.

7. Appearance by Citizens on Items Unrelated to Today's Agenda

Mr. Tom Sharp, citizen, requested that the Planning Commission support the creation of a Circle to Circle Task Force for the purpose of conducting a traffic analysis specifically for the Coligny to Sea Pines corridor. The proposed Circle to Circle Task Force would work jointly with the Town to study and improve traffic and parking conditions at this south end location.

The Planning Commission discussed the intent of the Circle to Circle Task Force as presented by Mr. Sharp. The Planning Commission discussed several issues including traffic and beach parking conditions. Following this discussion, Acting Chairman Brown requested that Mr. Charles Cousins respond to the issues presented by Mr. Sharp and discussed by the Planning Commission.

Mr. Charles Cousins presented statements on behalf of staff with regard to the Town's current traffic studies and the Planning Commission's role in evaluating a town-wide traffic model. Commissioner Kristian asked Mr. Cousins if the Planning Commission is authorized to appoint a task force that would include members outside of the Planning Commission. Mr. Cousins stated that the staff will check the Municipal Code for specific ordinances related to this issue.

The Planning Commission stated that the appointment of a task force is probably a good idea. However, the proposed task force should be responsible for evaluating the needs of the town island-wide, rather than just a single location. This is because all island traffic is interrelated. Following final comments by the Planning Commission, Acting Chairman Brown requested that Mr. Cousins research this issue for further review and consideration by the Planning Commission. Acting Chairman Brown requested that staff place this business item on a future agenda. Acting Chairman Brown also requested that Mr. Cousins forward this issue to Town Council for their consideration at their annual workshop.

8. Unfinished Business

None

9. New Business

a) Election of Officers

Commissioner Carstens, Nominating Committee Chairman, made the presentation on behalf of the Nominating Committee. Committee Chairman Carstens reported that the Nominating Committee met this morning at 8:30 a.m. for the purpose of selecting officers for the December 3, 2014 - June 30, 2015 term. Members of the Nominating Committee are Commissioner Carstens, Commissioner Kristian, Commissioner Theodore, and Commissioner McVitty.

Committee Chairman Carstens, on behalf of the Nominating Committee, recommended that Acting Chairman Brown be nominated to serve as Chairman of the Planning Commission for the December 3, 2014 – June 30, 2015 term. Acting Chairman Brown accepted the nomination. There were no further nominations for the office of Chairman.

Commissioner Gant made a **motion** to elect Acting Chairman Brown to serve as Chairman of the Planning Commission for the December 3, 2014 – June 30, 2015 term. Commissioner Kristian **seconded** the motion and the motion **passed** with a vote of 7-0-0.

Committee Chairman Carstens, on behalf of the Nominating Committee, then recommended that Commissioner Jim Gant serve as Vice Chairman of the Planning Commission for the December 3, 2014 – June 30, 2015 term. Commissioner Gant thanked the Nominating Committee, but respectfully declined the nomination to

serve.

Committee Chairman Carstens then opened the floor and invited other nominations. Commissioner Kristian stated that he is willing to serve as Vice Chairman. There were no additional offers from the Planning Commission.

The Planning Commission reported that a motion to suspend the Rules of Procedure will be required for Commissioner Kristian to be elected to serve as Vice Chairman because Commissioner Kristian has not served on the Planning Commission for a full year as required by the Planning Commission's Rules of Procedure.

Commissioner Gant made a **motion to suspend** the Rules of Procedure to allow Commissioner Kristian to serve as Vice Chairman for the December 3, 2014 – June 30, 2015 term. Commissioner Hughes **seconded** the motion and the motion **passed** with a vote of 8-0-0.

Commissioner Gant made a **motion** to elect Commissioner Kristian to serve as Vice Chairman for the December 3, 2014 – June 30, 2015 term. Commissioner Hughes **seconded** the motion and the motion **passed** with a vote of 7-0-0.

b) Public Hearing

STDV-002037-2014 -Lenny Fletcher has applied for a modified easement name for Swingle Manor. This easement is located off Bradley Circle. The proposed new name is Abalone Lane. The affected parcels are identified as Parcels 022P, 022Q, 0596, 0597, and 0645 on Beaufort County Tax Map 8. Chairman Brown introduced the application and opened the public hearing. Chairman Brown then requested that the staff make their presentation.

Ms. Suzanne Brown made the presentation on behalf of staff. Ms. Brown presented an in-depth overhead review of the application including a vicinity map and zoning map. The staff recommended that the Planning Commission approve the Abalone Lane modified easement name application based on the review criteria outlined in the Land Management Ordinance and enclosed in the staff's report.

The applicant has proposed the modified easement name of Abalone Lane located off of Bradley Beach Circle. Currently, there is only one home and four lots that would be affected. The Abalone shell is an oval shell and the inner layer is composed of nacre which is mother-of-pearl. It is considered to be the jewel of the ocean and can be found on the East coast as well as every other continent except the Pacific coast of South America. The meat of the Abalone is used as food and considered a delicacy in in certain parts of the world and the shell is used to make mother-of-pearl jewelry, buttons and buckles. The new street name would keep the beach theme of Hilton Head Island. Fire & Rescue has no conflicts with the proposed name. Ms. Brown briefly reviewed the Findings of Fact and Conclusions of Law.

At the completion of the staff's presentation, Chairman Brown requested public comments and none were received. Chairman Brown then closed the public hearing for this application and invited statements from the Planning Commission. The Planning Commission briefly discussed the application and agreed with the staff's

recommendation for its approval. Following final comments by the Planning Commission, Chairman Brown requested that a motion be made.

Vice Chairman Kristian made a **motion** to **approve** application STDV-002037-2014 as submitted by staff. Commissioner Gant **seconded** the motion and the motion **passed** with a vote of 8-0-0.

10. Commission Business

None

11. Chairman's Report

None

12. Committee Reports

Commissioner Carstens stated that the Comprehensive Plan Committee is scheduled to meet soon to discuss the five-year review of the Comprehensive Plan. A meeting date has not yet been decided.

13. Staff Reports

Mrs. Lopko stated that the staff has no agenda items for the December 17, 2014 meeting. Chairman Brown approved the cancellation of this meeting.

14. Adjournment

The meeting was adjourned at 11:00a.m.

Submitted By:

Approved By:

February 17, 2015

Kathleen Carlin
Secretary

Alex Brown
Chairman