

**TOWN OF HILTON HEAD ISLAND**  
**Planning Commission Meeting**  
**Wednesday, April 16, 2014** **APPROVED**  
**3:00p.m – Benjamin M. Racusin Council Chambers**

Commissioners Present: Chairman Gail Quick, Vice Chairman David Bennett,  
Alex Brown, Bryan Hughes, Tom Lennox and Barry Taylor

Commissioners Absent: Terry Ennis, Judd Carstens and Brian Witmer

Town Council Present: Kim Likins

Town Staff Present: Darrin Shoemaker, Transportation and Traffic Engineer  
Charles Cousins, Director Community Development  
Shawn Colin, Deputy Director Community Development  
Nicole Dixon, Senior Planner  
Jayme Lopko, Senior Planner & Planning Commission Coordinator

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**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 March 19, 2014 meeting as submitted by general consent.

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

Mr. Jim Collett, Chairman of the Telecommunications Task Force, presented a status update.

**8. Unfinished Business**

None

**9. New Business**

**Additions to the Approved List of Traffic Engineering Firms that perform Traffic Impact Analysis**

Chairman Quick introduced the business item and requested that staff make their presentation.

Mr. Shoemaker made the presentation on behalf of staff. Mr. Shoemaker recommended that the Planning Commission *approve* the addition of four individual traffic engineering consultants to the list of consultants qualified to undertake traffic impact analysis plan (TIAP) studies on behalf of development permit applicants that is maintained by staff.

The current list consists of 21 qualified traffic engineering firms. Staff has reviewed the four new applications relative to the capabilities of the firm, the credentials and licenses held by key personnel, their experience performing traffic impact studies, and several case studies of demonstrated success on similar studies. The four firms being recommended for addition to the list are: (1) Alliance Consulting Engineers, Inc., Bluffton, South Carolina; (2) Dyer, Riddle, Mills, & Precourt, Inc., Irmo, South Carolina; (3) Pond & Company, Inc., Norcross, Georgia; and (4) SRS Engineering, Inc., West Columbia, South Carolina.

Mr. Shoemaker presented a thorough review of the four individual traffic engineering consultants. Mr. Shoemaker stated that Section 16-5-1305 of the Land Management Ordinance states that all traffic impact analysis plans whose submission is required as a result of development review procedures outlined therein will be selected from a list of qualified firms maintained by the Town, and that the list will be periodically updated by the Planning Commission. The traffic and transportation engineering office maintains the list in coordination with the LMO Official.

The Planning Commission discussed several issues with staff including the status of current traffic conditions on Highway 278. Following the Planning Commission's, Chairman Quick requested that a motion be made.

Commissioner Taylor made a **motion** that the Planning Commission **approve** the addition of four new traffic engineering consultants to the approved list of Traffic Engineering firms that perform Traffic Impact Analysis for the Town as presented by Mr. Shoemaker. Commissioner Brown **seconded** the motion and the motion **passed** with a vote of 6-0-0.

### **Public Hearing**

#### **ZMA140001:**

A request from Terry Thomas of EMEGC on behalf of Hilton Head Plantation Property Owners Association proposing to amend the Official Zoning Map by amending the PD-1 Zoning District, specifically the Hilton Head Plantation Master Plan to add Telecommunications Facilities as a permitted use on property located at 68 Dolphin Head Drive. The property is further identified on Beaufort County Tax Map 3 as Parcel 263.

Chairman Quick introduced the application and requested that the staff make their presentation.

Mrs. Jayme Lopko made the presentation on behalf of staff. The staff recommended that the Planning Commission find this application to be consistent with the Town's Comprehensive Plan and serves to carry out the purposes of the LMO, based on the Findings of Facts and Conclusions of Law as determined by the LMO Official and contained within the staff's report. Mrs. Lopko presented an in-depth overhead review of the application.

A request from Terry Thomas of EMEGC on behalf of Hilton Head Plantation Property Owners Association proposing to amend the Official Zoning Map by amending the PD-1 Zoning District, specifically the Hilton Head Plantation Master Plan. The subject property identified on the attached map is a 0.14 acre property located at 68 Dolphin Head Drive and is further identified on Beaufort County Tax Map 3 as Parcel 263 [Tax District 510]. The subject property is currently zoned PD-1, Planned Development Mixed Use District. The current land use designation of the subject parcel on the Hilton Head Plantation Master Plan, per LMO Section 16-4-209.D, is Open Space.

This application is proposing to amend the Official Zoning Map by amending the Hilton Head Plantation Master Plan to add Telecommunications Facilities as a permitted use on the subject property. A Telecommunications Facility is defined in the Town's Land Management Ordinance (LMO) as a communications tower or antenna and any associated accessory structures and equipment. A communications tower is further identified as a tower, pole, or similar structure which supports a telecommunications antenna operated for commercial purposes above ground in a fixed location, free standing, guyed, or on another structure. The magnitude of the development is limited to the addition of Telecommunications Facility as an allowed use on a single parcel of approximately 0.14 acres.

In an effort to provide telecommunications services to the northwestern portion of Hilton Head Plantation, the Property Owners Association (POA) sought out a provider to locate a site that would maximize the number of residents reached as well as enhance their existing utility services. The POA worked with the provider to find the best location. The Dolphin Head Drive location was chosen as best suited to meet the needs of the provider and the POA. To better define the area for the proposed telecommunications facility the property was subdivided from the larger open space parcel that runs throughout Hilton Head Plantation. The property was subdivided to limit the use to this specific location and not allow it on the entire open space parcel. This application proposes to add Telecommunications Facilities as a permitted use on the property. Mrs. Lopko reviewed the Findings of Fact and Conclusions of Law. Comments total: 406 with 394 in favor and 12 in opposition. Following staff's presentation, Chairman Quick requested that the applicant make his presentation.

Mr. Richard Unger, Esq., stated that he is representing Crown Castle International, in this application. Mr. Unger stated that he agrees with the staff's recommendation for approval of the application.

Mr. Terry Thomas, Site Development Manager, E.M. Enterprises General Contractors, Inc. presented brief statements in support of the application. Following this presentation, Chairman Quick requested public comments.

The following citizens presented statements in *opposition* to the application due to its proposed location: (1) Mr. David Argent; (2) Mrs. Elaine Genzen; (3) Mr. David Premo; and (4) Mr. Genzen.

The following citizens presented statements in *support* of the application: (1) Mr. Tom Hutton; (2) Mr. Galen Smith; (3) Mr. Terry Conway; (4) Mr. Jim Collett and (4) Mr. Peter Kristian. Mr. Kristian presented statements regarding the Hilton Head Plantation's POA's intentions to screen the project with heavy landscaping. The Design Review Board will have a second opportunity to review and approve the landscaping plan for the project. The previous landscape plan had been approved by the DRB. This application was ultimately withdrawn so another landscaping plan will be presented to the DRB. Vice Chairman Bennett and Mr. Kristian discussed the proposed mono-pine pole and the landscaping plan.

In response to several public comments regarding the location of the cell tower, Mr. Dennis Michael Douglas, RF Engineer for Verizon Wireless, presented statements regarding the Search Ring used to select the cell tower's location.

At the completion of all public comments, Chairman Quick stated that the public hearing portion is closed. Mr. Lennox and Mrs. Lopko discussed the criteria and the Open Space in

Hilton Head Plantation. Vice Chairman Bennett and Mrs. Lopko discussed the Design Review Board's approval of a faux pine mono pole. Mr. Shawn Colin presented brief comments regarding the recommendation that a tower like a mono pine be made to the DRB by the Planning Commission. The staff stated that it cannot be a condition of approval. The Town cannot enforce this as a condition. The DRB will approve the type of mono pole that will be used.

Mr. Peter Kristian stated that the Hilton Head Plantation POA will stipulate that only a faux pine mono pole will be erected on site. At the completion of their discussion, Chairman Quick requested that a motion be made.

Commissioner Taylor made a **motion** that the Planning Commission **approve** Application ZMA140001 as presented by staff based on the Findings of Fact and Conclusion of Law contained in the staff's report. Commissioner Hughes **seconded** the motion and the motion **passed** with a vote of 6-0-0.

**10. Commission Business**

**11. Chairman's Report**

Chairman Quick read a letter sent to her by Gregg Alford, Esq., regarding the permitting status of Collier Beach Park.

**12. Committee Reports**

None

**13. Staff Reports**

**14. Adjournment**

There being no further business, the meeting adjourned at 4:50 p.m.

Submitted By:

Approved By:

May 7, 2014

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Kathleen Carlin  
Secretary

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Gail Quick  
Chairman