

**TOWN OF HILTON HEAD ISLAND**  
**Planning Commission**  
**Minutes of the Wednesday, April 19, 2017 – 3:00p.m. Meeting**  
**Benjamin M. Racusin Council Chambers**

Commissioners Present: Chairman Alex Brown, Vice Chairman Peter Kristian, Jim Gant, Bryan Hughes, Barry Taylor, Judd Carstens, Lavon Stevens

Commissioners Absent: Caroline McVitty (excused), Todd Theodore (excused)

Town Council Present: David Ames, Tom Lennox

Town Staff Present: Shawn Colin, Deputy Director of Community Development; Teri Lewis, LMO Official; Scott Liggett, Director of Public Projects & Facilities; Jeff Netzinger, Assistant Town Engineer/Storm Water Manager; Jennifer Ray, Planning & Special Projects Manager; Teresa Haley, Senior Administrative Assistant

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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 the Town of Hilton Head Island requirements.

**5. Approval of Agenda**

The Planning Commission approved the agenda as submitted by general consent.

**6. Approval of Minutes – Meeting of April 5, 2017**

The Planning Commission approved the minutes of the April 5, 2017 meeting as presented by general consent.

**7. Appearance by Citizens on Items Unrelated to Today’s Agenda – None**

**8. Unfinished Business – None**

**9. New Business**

**a) Public Hearing**

**LMO Amendments** - The Town of Hilton Head Island is proposing to amend Chapters 2, 3, 4, 5, 10 and Appendix D of the Land Management Ordinance (LMO) to revise the following sections:

Section 16-2-103.XX [new section]: establishes a separate review and approval process for utility projects, Sections 16-3-103.C and 16-3-104.B-G and 16-3-105.B-O: increases the height in each zoning district by one foot, Section 16-3-105.E: increases the density and decreases the maximum impervious cover of Self-Service Storage in the IL zoning district, Section 16-3-105.D and E: allows

Multi-Level Self-Service Storage as a conditional use and establishes a maximum density and a maximum impervious cover for this use in the LC and IL zoning districts, Section 16-3-105.M: allows Multi-Level Self-Service Storage as a special exception use and establishes a maximum density and a maximum impervious cover for this use in the SPC zoning district, Table 16-4-102.A.6: changes to the Principal Use Table that include adding Multi-Level Self-Service Storage as a conditional use in the LC and IL zoning districts and as a special exception use in the SPC zoning district, Section 16-4-102.B.9: establishes conditions for Multi-Level Self-Service Storage, Table 16-5-102.C: establishes a specific street setback for Multi-Level Self-Service Storage, Section 16-5-109.B.1: clarifies what activities are covered by the stormwater section, Section 16-5-109.B.2: clarifies what activities are exempt from stormwater requirements, Table 16-5-103.E: adds the PD-1 zoning district and Agricultural use to the adjacent use buffer table, Table 16-5-114.F: adds Resort Accommodations/Number of Rooms to the freestanding sign standards table, Section 16-10-102.C: increases the height from the base flood elevation by one foot, Section 16-10-103.I: establishes a definition for a new use (Multi-Level Self-Service Storage), Appendix D.D-XX [new section]: establishes the submittal requirements for utility projects.

Mrs. Lewis presented a background and overview of the proposed LMO amendments as provided in the Commission's packet. The LMO Committee met on January 20, January 25 and March 29 to review the proposed 2017 LMO Amendments – First Set. The Committee forwarded the amendments to the Planning Commission with a recommendation for approval with various changes as discussed by the Committee. Staff recommends that Planning Commission forward the proposed amendments to Town Council for approval.

### Multi-Level Self-Service Storage

*(Mr. Brown recused himself from the discussion of multi-level self-service storage due to a professional conflict of interest. A Conflict of Interest form was completed and signed, and attached to the record.)*

The Commission discussed concerns related to the large increase in density and the potential for a massive structure.

Vice Chairman Kristian opened the meeting for public comment. Two members of the public spoke in opposition of this amendment. Vice Chairman Kristian asked for additional public comments and hearing none, the public hearing for this particular section was closed.

Commissioner Gant moved to approve the proposed amendments related to Multi-Level Self-Service Storage. Commissioner Taylor seconded. The motion passed with a vote of 4-2-0.

### Utility Projects

Chairman Brown opened the meeting for public comment. One member of the public asked for clarity on the definition. Staff clarified. Hearing no further public comment, the public hearing for this particular section was closed.

Vice Chairman Kristian moved to approve the proposed amendments related to Utility Projects. Commissioner Gant seconded. The motion passed with a vote of 7-0-0.

### General Amendments

Chairman Brown opened the meeting for public comments and hearing none, the public hearing for this particular section was closed.

Commissioner Gant moved to approve the proposed amendments related to General Amendments. Vice Chairman Kristian seconded. The motion passed with a vote of 7-0-0.

**b) Recommendation of Proposed CIP Fiscal Year 2018 Priority Projects to Town Council**

Mr. Liggett presented an in-depth review of the Capital Improvements Program (CIP) Committee's review of the proposed Fiscal Year 2018 (FY 18) projects. The Town's ongoing disaster response has impacted the advancement of many projects even though funding was provided in FY 17. As a result, many of the FY 17 priorities remain for FY 18. The Committee does however, recommend the following specific changes to the proposed priority projects:

Pathways:

- **US 278 – B (William Hilton Parkway) Shelter Cove Plaza to Beaufort County Sheriff's Office.** (design, construction) – accelerate and reprioritize a segment of the pathway proposed to connect to Shelter Cove to Mathews Drive. Number 1 pathway priority.
- **William Hilton Parkway mid-block cross-walk at Shelter Cove** – delete from priority list.

Please note that 5 projects are included in the pathway priority determination, a reduction from 8 in the previous year. Those projects cut from the list will be identified in the Capital Needs Assessment Plan for potential future inclusion in the CIP.

Roadways: Delete these projects to enable reallocation of funding for William Hilton Parkway/Shelter Cove Lane improvements. Pave selected town-owned dirt roads before acquiring any new dirt roads.

- **Heritage Plaza Road Extension** – delete from priority list
- **Private Dirt Road Acquisition** – remove from FY 18 priorities such that potential funding for acquisition may be considered for allocation to paving roads previously acquired.
- **Bluffton Parkway – Phase 5A Beautification** – delete from priority list

Regarding the gateway improvements identified as *William Hilton Parkway Improvements - Jenkins Island to Squire Pope Road*, County Councilman Rodman has made a request seeking the consideration of Town Council for a resolution which among other things supports the formation of a "local steering group" and a "local advocacy group" related to the gateway area projects, including potential bridge replacement. Such a resolution has been adopted by Beaufort County and the Town of Bluffton. There is the potential that, if approved, the resolution could impact the Policy and Management agendas of the Town. No change in the priority of this project is recommended.

Park Development:

- **Park Upgrades – Cordillo Courts Tennis** – the CIP Committee recommends the de-emphasis of this project and that no further identification beyond "Park Upgrades" be provided. Staff will endeavor to work with Island Recreation Association and the Parks and Recreation Commission to address needs.

New Facilities:

- **Fire Hydrant System Expansion Project** – add as a new project to the priorities to be coordinated with the approved 5 year Sewer System Expansion Project.

## Beach Maintenance:

- **Dune Fencing/Planting** – add as a new project to the priorities to repair hurricane damage
- **South Island Beach Renourishment** – add as a new project to the priorities to repair hurricane damage

Also, not yet reflected in the draft documents are the projects identified by the Circle to Circle (CTC) Committee. The Council created an Ad Hoc Task Force to identify priorities and recommend immediate action items to Town Council. It is Mr. Liggett's understanding that the immediate action items identified thus far do not rise to the level of inclusion in the CIP. Staff is prepared to address those items via inclusion in the proposed operating budget. Discussion as to the out years' programming of the CTC Committee identified is recommended as part of future years' budgeting.

The Commission and Mr. Liggett discussed the proposed priority projects at length. Mr. Liggett answered questions presented by the Commission. Mr. Liggett indicated that with the Commission's approval, the CIP would proceed to the Town Council for their consideration.

Chairman Brown opened the meeting for public comment. One member of the public suggested that if there is money to pave dirt roads, then pave those roads prior to any more acquisitions. One member of the public asked for clarification on the pathway from BCSO to Hickory Tavern and the timing of a possible signalized intersection at BCSO.

Vice Chairman Kristian made a motion to approve the proposed Fiscal Year 2018 (FY 18) projects with the following comments for Town Council's consideration: 1) Focus acquisition funds on established rights-of-way that are ready for grading and paving; 2) Stoney area improvements from Moss Creek to Spanish Wells – start to engage those area property owners as soon as possible. Commissioner Carstens seconded. The motion passed with a vote of 6-0-1. Commissioner Gant abstained from the vote due to a potential conflict of interest.

## 10. Commission Business

### Confirmation of Nominating Committee

Chairman Brown recommended the Nominating Committee consist of Vice Chairman Kristian, Commissioner Carstens, and Commissioner Stevens, and that such Committee report back at the Commission's first meeting in June.

Commissioner Taylor moved to approve. Commissioner Gant seconded. The motion passed with a vote of 7-0-0.

## 11. Chairman's Report

Chairman Brown reported that Town Council approved the formation of an Ad Hoc Committee regarding Heirs Property and other issues concerning Native Islander's land. The idea is that the Committee consist of Planning Commissioners and community stakeholders. Chairman Brown asked Staff to coordinate a meeting with Councilman Grant, Commissioner Stevens and Commissioner McVitty to discuss the committee membership and scope of work.

## 12. Committee Report

Commissioner Gant reported the LMO Committee and Staff are working on a pilot program for food trucks. A public meeting for the Bradley Circle property owners is in the process of being

scheduled.

Comprehensive Plan Committee – Mr. Colin reported that Town Council requested updates regarding the Arts be included in the Plan. Ms. Lopko will work with the Committee in the coming weeks to make the updates.

**13. Staff Reports**

a) Impact Fees

Mrs. Lewis presented information related to impact fees, when they are collected and how they are dispersed by the Town and the County.

b) Board of Zoning Appeals Roles & Responsibilities

Mrs. Lewis provided information regarding the BZA's powers and duties, the criteria used to make decisions, and a flow chart of the application process.

**14. Adjournment** – The meeting was adjourned at 5:27p.m.

Submitted By: Teresa Haley, Secretary

Approved By: May 17, 2017

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Alex Brown, Chairman