

TOWN OF HILTON HEAD ISLAND
Planning Commission
Minutes of the July 18, 2018 – 3:00 p.m. Meeting
Benjamin M. Racusin Council Chambers

Commissioners Present: Chairman Alex Brown, Vice Chairman Peter Kristian, Glenn Stanford, Todd Theodore, Judd Carstens, Caroline McVitty

Commissioners Excused: Lavon Stevens

Town Council Present: Tom Lennox, Bill Harkins, John McCann

Town Staff Present: Charles Cousins, Director of Community Development; Greg DeLoach, Assistant Town Manager; Carolyn Grant, Communications Director; Brian Hulbert, Staff Attorney; Teri Lewis, LMO Official; Jennifer Ray, Planning & Special Projects Manager; Emily Sparks, Project Lead; Anne Cyran, Senior Planner; Teresa Haley, Senior Administrative Assistant

1. Call to Order

Chairman Brown called the meeting to order at 3:00 p.m.

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. Presentation of Crystal Awards to outgoing Commissioners Bryan Hughes and Barry Taylor

Greg DeLoach, Assistant Town Manager, presented the Town's Crystal Awards to outgoing Commissioners Bryan Hughes and Barry Taylor. Mr. DeLoach expressed appreciation to Mr. Hughes and Mr. Taylor for their service to the community on behalf of the Town Council and the Town of Hilton Head Island. Chairman Brown thanked Mr. Hughes and Mr. Taylor for their service as well.

6. Swearing in Ceremony for Reappointed Commissioner Todd Theodore

Greg DeLoach, Assistant Town Manager, performed the swearing in ceremony for reappointed Commission member Todd Theodore.

7. Approval of Agenda

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

8. Approval of Minutes – Meeting of June 6, 2018

Commissioner Stanford moved to approve the minutes of the June 6, 2018 meeting as submitted. Vice Chairman Kristian seconded. The motion passed unanimously.

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

Frank Babel addressed the Commission regarding adding signalized crosswalks at Shelter Cove area/William Hilton Parkway intersections.

10. Unfinished Business – None

11. New Business

a) Public Hearing

ZA-001482-2018 – Request from Mike Thomas, with Thomas Design Group, LLC, to amend the Official Zoning Map by changing the zoning designation of an undeveloped 3.73-acre parcel located at 107 Leg O’ Mutton Road from RM-4 (Low to Moderate Density Residential) to PD-1 Indigo Run (Planned Development Mixed Use). It is further identified as Beaufort County Tax Map 8, Parcel 123A. The effect of this rezoning will be to increase the available density and to define the allowable uses.

This public hearing was postponed to the Planning Commission’s regular meeting on August 15, 2018 at 3:00 p.m.

12. Commission Business – None

13. Chairman’s Report – None

14. Committee Report – None

15. Staff Report

a. Vision Phase 2 and Comprehensive Planning

Ms. Sparks presented information demonstrating the process and engagement from Phase 1 of the Vision, information about the Comprehensive Plan, and the proposed draft principles and draft process to direct Phase 2 of the Vision as described in the Commission’s packet. Ms. Sparks also presented the Public Planning Committee’s (PPC) questions regarding the proposed principles and process. Staff will work with the Planning Commission to address those questions, and return to the PPC in August 2018.

Ms. Sparks presented additional information pertaining to Vision Phase 1 – the background, process, and results; what staff is proposing – short term and long term plans; rethinking the Comprehensive Plan; using branding to align with the community Vision and Comp Plan; how to align the processes of the Vision and the Comp Plan; the Comprehensive Plan contains three main components and nine elements; comparison of 2010 Comp Plan core themes and 2020 Vision Pillars; 2010 Comprehensive Plan Recommendations and Strategies; continued community engagement and outreach; staff’s concerns; proposed principles; proposed process; PPC feedback; CIP alignment with Vision and Comp Plan 2010; Town Council Priorities alignment with Vision and Comp Plan 2010; and next steps.

PPC and staff discussed working with the Comprehensive Plan Committee to amend the proposed principles and process. Ms. Sparks pointed out that staff’s recommendation is not intended to delay activity and progress in support of the Vision while the Comprehensive

Plan is being rewritten. Town Council could still look to the Vision and the existing Comprehensive Plan while making decisions and moving forward.

Ms. Sparks indicated the next steps would include meeting with the Comp Plan Committee to address Planning Commission and PPC comments regarding the proposed principles and process, returning to Planning Commission in August with Comp Plan Committee feedback, and then returning to PPC with Planning Commission thoughts on principles and process.

The Commission complimented staff's creative approach to incorporate the two plans. The Commission discussed and made inquiries regarding: the enormous undertaking of these two plans; who would be leading the process; where and to what extent staff, a consultant, and the community fit into the process; support for a community driven process; Comp Plan state law requirements; community engagement and vision pillars have to connect; the importance of anchor institutions to help push the process forward; importance of the Commission and staff expressing public input to the best extent possible and continue to check the process against it; benefits to 2010 comparison; needing support and resources beyond Comp Plan Committee and staff; possibly adding a task force to the Committee; the Commission's subcommittees (Comp Plan Committee, Gullah Task Force, LMO Committee) will be moving forward in the near future and the Project Lead will need to bring all of these groups together throughout the process; consideration for who will carry the results through after the Comp Plan rewrite is completed; and preservation of the island's natural assets and redefining environmental sustainability.

Chairman Brown opened the meeting for public comments. Frank Babel expressed his support to join these two complex plans, to simplify and condense the Comprehensive Plan to engage the community and create excitement. Heather Rath expressed her support for staff's proposal and to make this effort more about the community.

Chairman Brown expressed the importance of the next Comp Plan Committee meeting and hearing from the public including those involved in the Vision process from the beginning. Ms. Sparks indicated the plan is to take comments from today, PPC, and the community to the Comp Plan Committee to work on the proposed process and principles.

The question was raised if staff is asking the Commission to take on this project. Ms. Sparks clarified staff is asking for feedback on the process and principles to direct Phase 2 of the Vision. The Commission is charged with developing and recommending the Comprehensive Plan to Town Council. Town Council has already adopted the Vision. The direction of Vision Phase 2 has not yet been decided. Staff recommends the community Vision and the Comp Plan rewrite align. Staff's proposal would have to be assigned to the Comp Plan Committee first. Then the Comp Plan Committee would review the proposed process and principles, and make a recommendation to the full Commission. The Commission would then make a recommendation to PPC.

Vice Chairman Kristian recommended the Planning Commission authorize the Chairman to assign staff's proposed principles and process to the Comprehensive Plan Committee. Commissioner Theodore seconded. The motion passed with a vote of 6-0-0.

Chairman Brown indicated the assignment will go to the Comp Plan Committee. Chairman Brown noted the subcommittee assignments have not been decided at this time and asked all Commissioners to attend the Comp Plan Committee's meeting. Staff will work with the Comp Plan Committee to determine a meeting date.

b. Quarterly Report

The report was included in the Commission's packet.

Ms. Cyran indicated upgrades to Council Chambers sound system have been scheduled for the week of July 30 – August 3. Therefore, the Commission's August 1st meeting has been relocated to the Hilton Head Public Service District, Community Room, at 21 Oak Park Drive, Hilton Head Island, SC 29926.

16. Adjournment

The meeting was adjourned at 4:22 p.m.

Submitted by: Teresa Haley, Secretary

Approved: August 1, 2018

Alex Brown, Chairman