

TOWN OF HILTON HEAD ISLAND
Planning Commission
Minutes of the Wednesday, March 15, 2017 – 3:00p.m. Meeting
Benjamin M. Racusin Council Chambers

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

Commissioners Absent: Lavon Stevens (excused)

Town Council Present: David Ames

Town Staff Present: Teri Lewis, LMO Official; Darrin Shoemaker, Traffic & Transportation Engineer; Jayme Lopko, Senior Planner & Board Coordinator; Teresa Haley, Senior Administrative Assistant

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

Mr. Peter Ovens addressed the Commission regarding traffic and safety concerns exiting Shelter Cove Community Park, and the intersection at Palmetto Dunes and the Arts Center of Coastal Carolina.

Mr. Tai Scott addressed the Commission regarding traffic and safety concerns at Burkes Beach Road and Candy Doll Bluff, and regarding mobile food concessions.

Mr. Frank Babel addressed the Commission regarding safety concerns at the Shelter Cove area intersection and regarding the Biking Symposium March 23-25.

7. Unfinished Business – None

8. New Business

- a. LMO Amendment** – Consideration of a proposed change to the previously reviewed draft LMO amendment on density conversion in the RD zoning district.

Ms. Lewis presented a background and overview of the proposed LMO amendment as provided in the Commission's packet. This amendment was brought forward in mid-2016 after the attorney for the Seacrest development pointed out that similar language was not carried over from the old LMO during the LMO Rewrite process. Language related to density conversion was added to the LMO in March 2011 (shortly before the start of the LMO Rewrite process) to be more flexible and provide additional redevelopment opportunities.

Staff brought amendments forward to Commission on July 20, 2016. The proposed amendments

would have allowed an existing office, eating establishment or commercial services use that is accessory to and within an existing residential structure to be converted to a residential unit or units upon the Administrator's determination that the development would be able to support the required amount of parking. This conversion was proposed to be permitted in the LC, MS, MF, MV, RD, SPC, S and WMU zoning districts. These districts were chosen based on the districts where the density conversion was permitted in the old LMO. The Commission had questions related to parking and the difference between residential and commercial parking ratios. The Commission voted unanimously to recommend approval of the amendments to Town Council.

The Public Planning Committee reviewed the amendments on August 4, 2016. The Committee asked if there were any properties waiting for these amendments to be approved. Additionally the Committee asked about any ratio between commercial and residential spaces and how the number of units in a space is determined. The Committee voted unanimously to recommend approval of the amendments to Town Council.

Town Council considered the proposed density conversion amendments at their September 20, 2016 meeting. Town Council had several concerns and remanded the item back to staff for further work.

Staff discussed density conversion amendments with the Public Planning Committee at their March 2, 2017 meeting. Staff recommended making changes to the amendment that would effectively only allow the density conversion to occur in the RD (Resort Development) zoning district. The Public Planning Committee agreed and voted 2-0 to send it back to Planning Commission for them to consider the recommended change. Staff recommends that Planning Commission forward the proposed amendment to Town Council for approval.

Chairman Brown opened the meeting for public comment. Councilman Ames commented on restriction to the RD district, conversion of units and affordable housing. Mr. Tai Scott commented as to the structure already being legally nonconforming. Mr. Peter Ovens asked about converting commercial offices into affordable housing.

Chairman Brown asked for comments from the Commission. The Commission discussed several items including conversion of commercial to residential units; meeting parking requirements and specific conditions in RD district; no expansion beyond building footprint; decrease in parking and daily trips. This amendment is for commercial space within a multi-family existing unit, not converting restaurant into residential units.

Ms. Lewis pointed out that if the Commission moves this amendment forward, and because the Public Planning Committee approved this change at their March 2 meeting, this amendment is scheduled to be heard at the April 4 meeting of Town Council.

Commissioner Gant made a motion to approve forwarding the proposed density conversion amendment for specifically the RD zoning district to Town Council for approval. Commissioner Hughes seconded. The motion passed with a vote of 8-0-0.

b. Annual Traffic Report

Mr. Shoemaker presented an in-depth description of the 2016 Traffic Monitoring and Evaluation Report as provided in the Commission's packet. The LMO provides that this report be prepared and submitted annually to the Commission for their review, consideration, and discussion at a public meeting. The report is based on traffic counts that are collected annually by the Engineering Division each June on a typical weekday that is intended to approximate the 45th-highest traffic volume day of the calendar year, the Town's benchmark for design purposes. The traffic counts collected annually and summarized in the report become the Town's background dataset for use by staff and consultants in preparing Traffic Impact Analysis Plan studies that are required as a result

of development for submission to the Town in accordance with the LMO.

The report summarizes trends relating to traffic demand within the Town, including June weekday traffic demand on intersections and major arterials within the Town, and analyses of all of the Town's signalized intersections. While not required, updated peak hour turning movement counts for and analyses of Sea Pines Circle relative to the Town's operational goals is also included. As required by the LMO, the report includes mitigation recommendations for those instances where intersections are found to be deficient relative to the goals. The intersections of William Hilton Parkway with Squire Pope Road/Chamberlin Drive and Sea Pines Circle were found to be operating out of compliance with the identified goals. It is recommended that the Commission review and consider the subject annual report, elicit comment at a public meeting, and formally endorse the report. It is further recommended that the Commission provide its comments on the report and any supplemental recommendations to Town Council.

Chairman Brown opened the meeting for public comment. Mr. Frank Babel thanked Mr. Shoemaker for his presentation and asked for consideration of bicyclist traffic counts. Mr. Tai Scott commented on issues at the area of Squire Pope Road and back gate of Hilton Head Plantation and using marsh area for a merge/acceleration lane.

Chairman Brown asked for comments from the Commission. The Commission discussed several items including traffic comparisons in recent years; signalized intersections and traffic concerns at several intersections – Shelter Cove, Sea Pines Circle (SPC), Squire Pope Road, Jenkins Island; County plans to improve and widen William Hilton Parkway across Jenkins Island; Mr. Shoemaker supports the County's project on the condition that the widening from four to six lanes continue down to Squire Pope Road and meet the six lane section at Squire Pope Road; Town involvement in County project; SPC improvements and traffic counts; and impact fees associated with development with Shelter Cove Towne Centre apartments. Chairman Brown requested that staff provide at the next meeting information regarding impact fees based upon increase in residential occupancy and where the fees are dispersed.

Vice Chairman Kristian made a motion to forward the 2016 Traffic Monitoring and Evaluation Report to Town Council with a recommendation of approval with the following comments: 1) put together forecasting to include public transportation; 2) consider bicyclist and pedestrian traffic counts; 3) the Town Traffic & Transportation Engineer be included in the County's process and plans related to the corridor from Moss Creek to Squire Pope Road. Commissioner Gant seconded. The motion passed with a vote of 8-0-0.

9. **Commission Business** – None
10. **Chairman's Report** – None
11. **Committee Report** – The CIP Committee met yesterday to review 2017 CIP initiatives and progress report that go into 2018 recommendations.
12. **Staff Reports** – None
13. **Adjournment** – The meeting was adjourned at 5:20p.m.

Submitted By: Teresa Haley, Secretary

Approved By: April 5, 2017

Alex Brown, Chairman