

TOWN OF HILTON HEAD ISLAND
Planning Commission
Minutes of the Wednesday, September 20, 2017 – 3:00p.m. Meeting
Benjamin M. Racusin Council Chambers

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

Commissioners Absent: Bryan Hughes (excused), Lavon Stevens (excused)

Town Council Present: None

Town Staff Present: Shawn Colin, Deputy Director of Community Development; Teri Lewis, LMO Official; Jennifer Ray, Planning & Special Projects Manager; Jayme Lopko, Senior Planner; Anne Cyran, Senior Planner; 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. Approval of Minutes – Meeting of July 19, 2017

Commissioner Stanford moved to approve. Commissioner Taylor seconded. The minutes of the July 19, 2017 meeting were unanimously approved.

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

8. Unfinished Business – None

9. New Business

Public Hearing

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

Mrs. Lewis presented the proposed LMO amendments as set forth below and the rationale behind them as described in the Commission's packet. Staff recommends that the Planning Commission forward the amendments to Town Council with a recommendation of approval.

Section 16-3-105.D.2: permits commercial parking lots in the LC district, Section 16-3-105.G.2: permits commercial parking lots in the MF district, Section 16-3-105.I: permits

commercial parking lots in the MV district, Section 16-3-105.J.2: permits commercial parking lots in the NC district, Section 16-3-105.N.2: permits commercial parking lots in the S district, Table 16-4-102.A.6: adds commercial parking lots to the LC, MF, MV, NC and S districts in the Principal Use Table, Section 16-4-102.B.8.d: amends the conditions for commercial parking lots

The Commission discussed the impact additional impervious surfaces would have, the effect commercial parking lots could have on the residential character of MV and S districts, impervious surface coverage requirements addressed in the LMO, additional requirements for these zoning districts, and MV and S are mixed use districts which allow for both residential and commercial uses.

Chairman Brown opened the meeting for public comments and none were received.

Table 16-5-102.C: eliminates setbacks from easements on non-single-family properties, Table 16-5-103.E: eliminates buffers from easements on non-single-family properties

Chairman Brown asked if the Commission had any comments and none were received.

Chairman Brown opened the meeting for public comments and none were received.

Section 16-5-102.D.4: eliminates the ability to waive the setback between single-family properties and establishes criteria for when the setback can be waived, Section 16-5-103.E.2: eliminates the ability to waive the buffer between single-family properties and establishes criteria for when the buffer can be waived

The Commission discussed the criteria component regarding this section.

Chairman Brown opened the meeting for public comments and none were received.

Section 16-5-107.D.10: establishes when an already developed site must add an EV charging station, Section 16-5-107.H.7.d: establishes when a developed site must add bicycle parking spaces, Section 16-5-103.F: establishes when buffers on an already developed site must be brought into conformance

The Commission discussed consideration for small size lots that may not have room for increase, but want to add or improve these items, and flexibility for these improvements.

Chairman Brown opened the meeting for public comments and none were received.

Section 16-5-105.A.5.e.ii.01.(C): establishes minimum and maximum widths for service driveways, Section 16-10-105: establishes a definition for service driveways.

The Commission asked for clarification regarding “edges of paving” measurement.

Chairman Brown opened the meeting for public comments and none were received.

Section 16-2-103.I.4.b.iii: requires a final notice of action from an ARB

Chairman Brown asked if the Commission had any comments and none were received.

Chairman Brown opened the meeting for public comments and none were received.

Section 16-3-105.I: increases the maximum impervious coverage in the MV district

Chairman Brown asked if the Commission had any comments and none were received.

Chairman Brown opened the meeting for public comments and none were received.

Section 16-3-106.H.4.b.ii: increases the width of driveways in buffers in the Forest Beach overlay district from 18' to 24'

The Commission discussed the intention of the previous change.

Chairman Brown opened the meeting for public comments and none were received.

Table 16-5-102.E: allows bollards, walkways, and parking lots in the setback and changes the language regarding how far an uncovered porch, stoop, deck, patio, or terrace can encroach into a setback

Chairman Brown asked if the Commission had any comments and none were received.

Chairman Brown opened the meeting for public comments and none were received.

Table 16-5-107.D.1: changes the parking spaces required for golf courses, miniature golf courses, and driving ranges

Chairman Brown asked if the Commission had any comments and none were received.

Chairman Brown opened the meeting for public comments and none were received.

Section 16-5-107.F.3.b: establishes the location of wheel stops in parking spaces

Chairman Brown asked if the Commission had any comments and none were received.

Chairman Brown opened the meeting for public comments and none were received.

Section 16-5-114.H.9.c: establishes when post mounted banners may be used

The Commission discussed the type of event that would allow this type of banner. Andy McMillen, RBC Heritage Director of Ticketing and Event Management, presented a banner that is displayed on flag poles in the Bluffton area for the RBC Heritage.

Chairman Brown opened the meeting for public comments. Thomas Barnwell asked what type of material is required for banners, as some people may not have the exact material to make these banners. It was indicated that the material type is handled at the administrative level of the permitting process.

Administrative changes:

Section 16-3-105.B.3: states there are no adjacent street buffers in the CR district, Table 16-3-106.G.4: reflects changes to the Marsh Tacky Village PD-2, Section 16-4-102.B.7.c.iii: adds a missing word

Chairman Brown asked if the Commission had any comments and none were received.

Chairman Brown opened the meeting for public comments and none were received.

Chairman Brown thanked the LMO Committee and Staff on their work and for providing the rationale material for the amendments.

Vice Chairman moved to approve forwarding the LMO amendments to Town Council with a recommendation of approval. Commissioner Theodore seconded. The motion passed with a vote of 7-0-0.

10. Commission Business – None

11. Chairman’s Report – None

12. Committee Report – None

13. Staff Reports

a) Update on Bradley Circle rezoning

Mrs. Lewis reported that at 1st reading in August, Town Council did not go with the Commission’s recommendation to remove the three parcels, but to put them back in the rezoning. Town Council also enacted the Pending Ordinance Doctrine. Then, at last night’s Town Council meeting, they went with the Commission’s recommendation. Therefore, the rezoning became the revised 1st reading and will go back for second reading October 3rd.

Mrs. Lopko reported that today is her last meeting serving as the Commission’s Board Coordinator. She thanked the Commission and stated Anne Cyran has taken on this role. Mrs. Lopko stated she will continue to work with the Comp Plan Committee and Gullah-Geechee Land and Cultural Preservation Task Force. The Commission thanked Mrs. Lopko for her service and

said she will be sorely missed. The Commission welcomed Ms. Cyran and look forward to working with her.

Chairman Brown asked Staff to provide an update on Town Council 2017 Priorities at a near future meeting. Ms. Cyran stated staff plans to provide this update at the next meeting.

Vice Chairman Kristian made remarks regarding the near retirement of Greg DeLoach, Assistant Town Manager. Mr. DeLoach has been with the Town for over twenty six years and he will be sorely missed.

14. Adjournment – The meeting was adjourned at 3:45p.m.

Submitted By: Teresa Haley, Secretary

Approved: October 4, 2017

Alex Brown, Chairman