



Town of Hilton Head Island
**Gullah Geechee Land & Cultural
Preservation Task Force Meeting**
Monday, October 10, 2022, 1:00 p.m.

AGENDA

The Gullah Geechee Land & Cultural Preservation Task Force Meeting will be held in person in the Benjamin M. Racusin Council Chambers. The meeting will be broadcast and can be viewed at: [Beaufort County Channel](#), the [Town of Hilton Head Island Public Meetings Facebook Page](#) and Spectrum Channel 1304.

1. Call to Order

2. FOIA Compliance – Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the requirements of the Town of Hilton Head Island.

3. Roll Call

4. Approval of Agenda

5. Approval of Minutes

a. Regular Meeting of September 12, 2022

6. Appearance by Citizens

Citizens may submit written comments via the [Town's Open Town Hall Portal](#). The portal will close at 4:30 p.m. on Friday, October 7, 2022. Comments submitted through the portal will be provided to the Task Force and made part of the official record.

7. Discussion Items

a. Mid-Island Redevelopment District - Consultant Presentation

b. Heirs Property FEMA Disaster Recovery - Meldon Hollis

c. Update on Historic Districts Overlay District

d. Gullah Resource Page

e. Proposed 2023 Meeting Schedule

8. Staff Report

a. Delinquent Tax List Update

b. Historic Neighborhood Design Studio Report

- c. Town Open Positions Update
- d. Home Safety and Repair Program Update
- e. Sewer Connection Program Update

9. Adjournment

Please note that a quorum of Town Council may result if four (4) or more of their members attend this meeting.

Please note that a quorum of the Planning Commission may result if five (5) or more of their members attend this meeting.



The Town of Hilton Head Island
**Gullah Geechee Land & Cultural
Preservation Task Force
Meeting Minutes
September 12, 2022, 1:00 p.m.**

Present from the Task Force: Chairman Lavon Stevens, Vice Chairman Palmer E. Simmons, John Campbell, Tom Henz; Ibrahim Abdul-Malik

Absent from the Task Force: Shani Green (excused)

Present from Town Council: Alex Brown

Present from Town Staff: Missy Luick, *Community Planning Manager*; Carolyn Grant, *Communications Director*; Shea Farrar, *Senior Planner*; Nicté Barrientos, *Planner*; Karen Knox, *Senior Administrative Assistant*; Brian Glover, *Administrative Assistant*

1. Call to Order

Chairman Stevens called the meeting to order at 1:00 p.m.

2. FOIA Compliance

Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the requirements of the Town of Hilton Head Island.

3. Roll Call

As noted above.

4. Approval of Agenda

Chairman Stevens asked for a motion to approve the agenda as presented. Mr. Abdul-Malik moved to approve. Mr. Campbell seconded. The motion passed unanimously by a vote of 5-0-0.

5. Approval of Minutes

a. Meeting of July 11, 2022

Chairman Stevens asked for a motion to approve the Minutes of July 11, 2022. Mr. Abdul-Malik moved to approve. Mr. Simmons seconded. The Minutes of July 11, 2022, were approved by a vote of 4-0-1. Mr. Henz was not present at the meeting.

6. Appearance by Citizens

Public comments concerning agenda items were to be submitted electronically via the Open Town Hall HHI portal. There were no comments recorded.

Chairman Stevens asked if there were any citizens present who would like to speak. Tracy Young asked questions about requirements for operating pop-up shops. Mrs. Luick stated that she would assist her with her issues. She also stated that the issue will be added to the next meeting's agenda.

7. Discussion Items

a. Critical Path Discussion on Gullah Geechee Report All Recommendations

Mrs. Luick presented an overview of the Critical Path and Progress Tracking document. For each path, she provided a description and answered questions from the committee. Following Mrs. Luick's presentation, the Committee asked a few additional questions and expressed concerns about the job opening for the Senior Planner of Cultural and Historic Preservation. The Committee thanked Mrs. Luick for filling that role in the interim.

b. Update on Historic Districts Overlay District

Mrs. Luick provided a short description of the progress of the overlay district. She stated that the upcoming Mid-Island Redevelopment Workshop will likely contain recommendations which will be used in within the Historic Districts Overlay District. The Committee asked a few questions about the progress of the district's implementation answered by Mrs. Luick.

8. Staff Report

a. Mid-Island Redevelopment District Update

Mrs. Luick gave a short description of the topics included in the Mid-Island Redevelopment District and stated that will be a Workshop on September 14th, 2022, discussing the district.

b. Historic Neighborhood Design Studio Report

Mrs. Luick stated that the report was included in the agenda packet. It contains an outline detailing the status of all service requests received.

c. Town Open Positions Update

Mrs. Luick provided the list of open positions. She stated that within the list the Senior Planner of Cultural and Historic Preservation and Director of Cultural Affairs directly affect the Gullah Geechee Task Force.

d. Home Safety and Repair Program Update

Mrs. Luick stated that for progress to continue, the program needs the contractors to implement the repairs. She provided an overview of the number of applicants and the approval status.

e. Sewer Connection Program Update

Mrs. Luick provided an overview of the number of applicants and the approval status.

9. Public Comments

Tai Scott spoke before the about several topics including impact fee waivers, tourism locations, and workforce housing. Mrs. Luick addressed his questions and concerns, as well as additional questions from the committee.

Tracy Young asked procedures of the Home Safety and Repair Program. This was answered by Mrs. Luick.

10. Adjournment

The meeting adjourned at 4:40 p.m.

Submitted by: Brian Glover, Secretary

Approved: [DATE]

DRAFT



TOWN OF HILTON HEAD ISLAND

Staff Report Memo

TO: Gullah Geechee Land and Cultural Preservation Task Force
FROM: Missy Luick, *Community Planning Manager*
VIA: Shawn Colin, AICP, *Assistant Town Manager – Community Development*
DATE: September 28, 2022
SUBJECT: Mid-Island District - Historic Neighborhoods Presentation

At the meeting on October 10, 2022, a presentation will be delivered by Town consultants to summarize the Mid-Island District Historic Neighborhoods recommendations. The proposed District Plan incorporates recommendations from the Gullah Geechee Cultural Preservation Report and Our Plan. The presentation will outline recommendations for future land uses within the five Historic Neighborhoods within the Mid-Island District area: Marshland, Grassland, Big Hill, Mitchelville and Baygall.



TOWN OF HILTON HEAD ISLAND

Staff Report Memo

TO: Gullah Geechee Land and Cultural Preservation Task Force
FROM: Missy Luick, *Community Planning Manager*
VIA: Shawn Colin, AICP, *Assistant Town Manager – Community Development*
VIA: Shari Mendrick, P.G., CFM, *Floodplain Administrator*
DATE: September 28, 2022
SUBJECT: Heirs Property FEMA Disaster Recovery Presentation

In September 2021, Federal Emergency Management Agency (FEMA) changed policies that kept owners of Heir's property from receiving assistance after disasters. FEMA now accepts a broader range of homeownership and occupancy documentation for disaster assistance for homeowners and renters. FEMA also expanded the forms of housing and other needs assistance offered to residents. These changes will help to ensure equal assistance is available to all residents in our community through FEMA programs.

At the meeting on October 10, 2022, a presentation will be delivered to summarize these FEMA policy changes.

More information about from FEMA regarding proof of occupancy and proof of ownership can be found here: www.fema.gov/assistance/individual/after-applying/verifying-home-ownership-occupancy

For assistance and information about Town of Hilton Head Island flood regulations, please contact Shari Mendrick, Floodplain Administrator, at 843-341-4687 or sharim@hiltonheadislandsc.gov



TOWN OF HILTON HEAD ISLAND

Staff Report Memo

TO: Gullah Geechee Land and Cultural Preservation Task Force
FROM: Missy Luick, *Community Planning Manager*
VIA: Shawn Colin, AICP, *Assistant Town Manager – Community Development*
DATE: September 27, 2022
SUBJECT: Gullah Resource Center Improvements

Recommendation:

That the Gullah Geechee Land & Cultural Preservation Task Force discuss improvements to the Town's online Economic and Community Resources page to transform it into a virtual Gullah Resource Center.

Summary:

Staff would like to discuss improvements to the Town's online Economic and Community Resources page to transform it into an online virtual Gullah Resource Center. The existing page can be found here: www.hiltonheadislandsc.gov/gullah/resources.cfm. The resources listed on the page help to advance the implementation of the Gullah Geechee Preservation Project Report and currently includes Economic and Business Resources, Heirs Property Resources, Land Use Resources, and Gullah Geechee Culture Resources. Improvements to the organization and content of the page could help to engage visitors more fully and better promote valuable information, resources and education for the Gullah community.

The Office of Cultural Affairs website also promotes Gullah history and art. Improved coordination between the sites could help to promote the Gullah culture and important resources to more people. The following incremental changes are recommended:

- Include the use of a banner across the top of the Gullah Resource Center landing page that shares images. An example of this can be found on the Mitchelville Preservation Project website.
 - Add a story map summary of the project to the landing page.
 - Where categories are listed, add brief summaries for each to help users more easily locate the information they are seeking.
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- Incorporate the use of videos to improve content that not only share the history and culture but address “how-to” topics.
- Add an area for education opportunities and store a catalog of prior Gullah education sessions, seminars and resources.

Background:

In 2019, Town Council approved the Gullah Geechee Preservation Project Report which contains recommendations identified by the Gullah Geechee Land & Cultural Preservation Task Force. The Gullah Resource Center contributes to the advancement of multiple project recommendations, including CP-1, CP-7, CP-8, PP-11, HP-1, HP-2.



The Town of Hilton Head Island
**Gullah Geechee Land & Cultural Preservation
Task Force**

Proposed 2023 Meeting Schedule

Meetings are generally held in Benjamin M. Racusin Council Chambers at 1:00 p.m. on the **first** Monday of each month, subject to change with notice.

PUBLIC MEETING DATES	MEETING TIMES
January 9, 2023*	1:00 p.m.
February 6, 2023	1:00 p.m.
March 6, 2023	1:00 p.m.
April 3, 2023	1:00 p.m.
May 1, 2023	1:00 p.m.
June 5, 2023	1:00 p.m.
July 3, 2023	1:00 p.m.
August 7, 2022	1:00 p.m.
September 11, 2023**	1:00 p.m.
October 9, 2023***	1:00 p.m.
November 6, 2023	1:00 p.m.
December 4, 2023	1:00 p.m.

Notes: *The January meeting has been moved to Monday, January 09 because Town Hall will be closed the first Monday in January in observance of New Year's Day.

**The September meeting has been moved to Monday, September 11 because Town Hall will be closed the first Monday in September in observance of Labor Day.

***The October meeting has been moved to Monday, October 09 because the Beaufort County Tax Sale is the first Monday in October.



TOWN OF HILTON HEAD ISLAND

Historic Neighborhoods Permitting & Design Studio

September 28, 2022 Report



Note: To preserve residents' anonymity, details of the services provided are described generally.

Residents Served

Oct 2021-Sept 2022- 44 Total Design Studio Service requests
18 completed cases
2 withdrawn
21 Active projects- Design Studio meetings held
14 On Hold
11 Waiting on more information from applicant
3 Waiting on Town CIP for program implementation
10 Under review, working with applicant

Issues Addressed

Staff assisted residents with a wide range of issues:

- Drafted concept site designs.
- Discussed resolutions to access issues, including access relocation.
- Drafted concept site access designs (to create or relocate access easements or rights-of-way)
- Drafted landscape plans meeting LMO requirements.
- Discussed application requirements for Family Subdivision, Family Compound, Subdivision and Small Residential Plan Review applications.
- Discussed density requirements.
- Assisted with street name applications.
- Discussed property line boundary adjustments and the Plat Stamp application process.
- Discussed conversion of Development Plan Review applications to Family Compound applications and conversion of conventional subdivisions to Family Subdivisions.
- Corrected addresses.
- Discussed flood elevation requirements.
- Reviewed and assisted with dirt road paving requests.

Collaboration

Providing these services required collaboration with Town staff from several departments, including Development Review & Zoning, Urban Design, Stormwater, Engineering, Natural Resources, Legal, Building Inspections, Capital Improvement Projects Division, and Fire Rescue.

Staff also collaborated with outside agencies and nonprofits, including Palmetto Electric, Hilton Head Public Service District, and Deep Well.

Town of Hilton Head Island

Current Openings

As of September 26, 2022

Click on the link below for the complete job description and details for each position. Interested candidates should apply through the [Town's website](#) by clicking on the Apply Today! button.

All positions will remain open until filled unless otherwise specified.

[911 Public Safety Telecommunicator Trainee \(Full-time Regular\)](#)

[Administrative Support \(Temporary\)](#)

[Assistant Community Development Director *NEW](#) – (Full-time Regular)

[Chief Building Inspector](#) – (Full-time Regular)

[Director of Cultural Affairs](#) – (Full-time Regular)

[Firefighter/EMT/Paramedic Hiring Pool](#) – (Application Period Sept. 11 – Oct 5)

[Facilities Technician \(Full-time Regular\)](#)

[Landscaping & Grounds Manager *NEW](#) (Full-time Regular)

[Public Space Programming and Events Manager *NEW](#) (Full-time Regular)

[Principal Planner \(Full-time Regular\)](#)

[Revenue Services Specialist *NEW](#) (Regular Full-time)

[Senior Planner – Cultural & Historic Preservation](#) (Full-time Regular)

[Storm Water Project Manager \(Full-time Regular\)](#)

[Transportation Engineer](#) – (Full-time Regular)

Click on the link for additional information about [benefits](#) and [careers](#) at the Town.

If you would like to receive email notification when positions are posted, please sign up [here](#)!