



Town of Hilton Head Island
Planning Commission Meeting
Wednesday, May 18, 2022, 3:00 p.m.
AGENDA

The Planning Commission meeting will be held in-person at Town Hall in the Benjamin M. Racusin Council Chambers.

1. Call to Order

2. Pledge of Allegiance

3. 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.

4. Roll Call

5. Approval of Agenda

6. Approval of Minutes

a. Meeting of March 16, 2022

7. 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. the day prior to the scheduled meeting. Comments submitted through the portal will be provided to the Commission and made part of the official record.

8. Unfinished Business – None

9. New Business

a. **STDV-001138-2022** – Request from Hilton Head Fire Rescue, on behalf of Brian Sigler with STAX Building & Development, to name an access easement off Hickory Lane as Shell Midden Lane. The access easement will serve 5 homes. The addresses of 19 and 21 Hickory Lane will change as the result of this application. *Presented by Fire Rescue Staff*

10. Commission Business

11. Chairman's Report

12. Committee Reports

13. Staff Reports

14. Adjournment

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



Town of Hilton Head Island
Planning Commission Meeting
March 16, 2022, at 3:00 p.m. Virtual Meeting
MEETING MINUTES

Present from the Commission: Chairman Michael Scanlon, Vice Chairman Alan Perry, Stephen Alfred, Mark O'Neil, Bruce Siebold, Rick D'Arienzo Tom Henz, John Campbell

Absent from the Commission: Jim Collett (excused)

Present from Town Council: Tamara Becker, Tom Lennox

Present from Town Staff: Josh Gruber, Deputy Town Manager; Anne Cyran, Interim Comprehensive Planning Manager; Teresa Haley, Community Development Coordinator; Vicki Pfannenschmidt, Temporary Administrative Assistant

1. Call to Order

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

2. Pledge of Allegiance

3. 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 Town of Hilton Head Island requirements.

4. Roll Call – See as noted above.

5. Approval of Agenda

Chairman Scanlon asked for a motion to approve the agenda. Commissioner Alfred moved to approve. Vice Chairman Perry seconded. By show of hands, the motion passed with a vote of 8-0-0.

6. Approval of Minutes

a. Meeting of February 16, 2022

Chairman Scanlon asked for a motion to approve the minutes of the February 16, 2022, meeting. Commissioner Siebold moved to approve. Commissioner Campbell seconded. By show of hands, the motion passed with a vote of 8-0-0.

7. Appearance by Citizens

Public comments concerning agenda items were to be submitted electronically via the Open Town Hall portal. Those comments were provided to the Commission for review and made part of the official meeting record. Citizens were also provided the option to sign up for public comment participation by phone during the meeting on agenda and non-related agenda items. There were no requests.

8. Unfinished Business – None

9. New Business - None

10. Chairman’s Report

Chairman Scanlon referenced the Town Council Workshop held February 8, 2022. He encouraged all Commissioners to view the Workshop as workforce housing was discussed. Chairman Scanlon requested a list of Town-owned properties that are 10 acres or more. Ms. Cyran noted Staff was working on a dashboard of Town-owned properties and Town Council will be holding a workshop regarding the properties. She stated she will provide the list based on the direction of the Community Development Director.

Chairman Scanlon requested Commissioner Campbell and members of the Comprehensive Plan Committee work with staff to find out what materials are available regarding Our Plan and provide a semi-annual report regarding progress made moving forward.

11. Committee Reports

Rules of Procedure – No Report

CIP Committee – No Report

Comp Plan Committee – No Report

Gullah Geechee Task Force – Commissioner Henz updated the Commission regarding a virtual presentation made by Dr. DuBose to the Gullah Geechee Heritage Corridor Commission with an update on the Task Force and progress made to date. He added the presentation was well received.

LMO Committee – No Report

12. Staff Reports

- a. Presentation on the 2020 Census Redistricting for the Town of Hilton Head Island – *Josh Gruber, Deputy Town Manager*

Mr. Gruber informed the Commission that Town Council voted unanimously to adopt the proposed redistricting map with one alteration at the March 15 meeting. He stated second reading is scheduled for April 5. He reviewed the project summary, redistricting criteria, overview of the public engagement process, a review of the communication efforts, public comments received, and the alternative maps that were created for consideration. He noted this process is constitutionally required and occurs after every decennial census. After the census is finalized, municipalities are required to use the information to redraw the elected district boundaries to ensure there is a proportionately equal number of people that live in each district. Mr. Gruber reviewed the options that were considered and detailed the option recommended. He answered questions from the Commission and stated a formal notice of the redistricting will be sent to Beaufort County and the Board of Elections and Voter Registration. The Board of Elections and Voter Registration will then send out notices

to every registered voter. The Town will publish the information locally including the updated maps and contact information for questions.

b. Quarterly Report – *Presented by Anne Cyran, Interim Comprehensive Planning Manager*

Ms. Cyran noted the Quarterly Report is included in the packet provided to the Commission. She added that the Greater Island Council Landfill Resolution will be considered by the Community Services and Public Safety Committee on March 28. She encouraged the Commission members to review the Capital Projects Dashboard on the Town website noting it is extremely enlightening and contains a tremendous amount of information.

13. Adjournment

Chairman Scanlon adjourned the meeting at 3:45 p.m.

Submitted by: Vicki Pfannenschmidt, Secretary

Approved: [DATE]

DRAFT



**TOWN OF HILTON HEAD ISLAND
COMMUNITY DEVELOPMENT DEPARTMENT**

One Town Center Court

Hilton Head Island, SC 29928

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**STAFF REPORT
NEW STREET NAME**

Case #	New Street Name	Public Hearing Date
STDV-001138-2022	Shell Midden Lane	May 18, 2022

Location	Applicant	Agent
Right-of-Way at the end of Hickory Lane in the South Forest Beach area	Brian Sigler STAX Building & Development 55 New Orleans Rd Ste. 206 Hilton Head Island, SC 29928	Becky Neugent, 911 Communications Manager Hilton Head Island Fire Rescue 40 Summit Drive Hilton Head Island, SC 29926

New Addresses
110 Shell Midden Lane – Formerly 19 Hickory Lane 120 Shell Midden Lane – Formerly 19 Hickory Lane 130 Shell Midden Lane – New Address 221 Cordillo Parkway – New Address 145 Shell Midden Lane – New Address 135 Shell Midden Lane – Formerly 21 Hickory Lane

Application Summary
Hilton Head Island Fire Rescue, on behalf of Brian Sigler with STAX Building & Development, proposes to name a right-of-way Shell Midden Lane. Located off Hickory Lane in the South Forest Beach area, Shell Midden Lane provides direct access to five lots – 110, 120, 130, 135, and 145 Shell Midden Lane.

Staff Recommendation
Staff recommends the Planning Commission approve the application to name the subject right-of-way <u>Shell Midden Lane</u> based on the review criteria outlined in Land Management Ordinance Section 16-2-103.O.4 and enclosed herein.

Background

The subject right-of-way is a former access easement located at the end of Hickory Lane. An application was submitted in 2020 to subdivide 21 Hickory Lane into four lots. As a result of the subdivision, the access easement that served 21 Hickory Lane and the adjacent 19 Hickory Lane was converted into a right-of-way. The right-of-way now provides direct access to five lots. See Attachment A, Aerial Photo.

Brian Sigler, STAX Building & Development, submitted three names for consideration. See Attachment B, Applicant's Narrative. Fire Rescue selected Shell Midden Lane after it determined the two other names were already in use.

As set forth in LMO Section 16-2-103.O.3.d, Decision-Making Body Review and Decision, the Commission shall hold a public hearing and make a final decision on the application based on the standards in LMO Section 16-2-103.O.4, Street/Vehicular Access Easement Review Standards.

Summary of Facts and Conclusion of Law

Criterion A: No new street or vehicular access easement, or proposed modification of the name of an existing street or vehicular access easement, shall duplicate, be phonetically similar to, or in any way be likely to be confused with an existing street or vehicular access easement, despite of the use of prefixes or suffixes. (LMO Section 16-2-103.O.4.a).

Findings of Fact:

1. Town staff, Fire Rescue Dispatch, and Beaufort County Dispatch have determined Shell Midden Lane is not duplicated within the Town or Beaufort County.
2. Town staff, Fire Rescue Dispatch, and Beaufort County Dispatch have determined Shell Midden Lane is not phonetically similar to an existing street or vehicular access easement.
3. Town staff, Fire Rescue Dispatch, and Beaufort County Dispatch have determined Shell Midden Lane will not likely be confused with an existing street or vehicular access easement.

Conclusion of Law:

1. The proposed street name, Shell Midden Lane, **meets the requirements** of this criterion.

Summary of Facts and Conclusion of Law

Criterion B: Name(s) shall be simple, logical, easy to read and pronounce, and are clear and brief. Use of frivolous or complicated words or unconventional spellings in names shall not be approved. (LMO Section 16-2-103.O.4.b).

Findings of Fact:

1. Town staff, Fire Rescue Dispatch, and Beaufort County Dispatch determined Shell Midden Lane is simple, logical, easy to read and pronounce.

2. Town staff, Fire Rescue Dispatch, and Beaufort County Dispatch determined Shell Midden Lane is clear and brief.
3. Town staff, Fire Rescue Dispatch, and Beaufort County Dispatch determined Shell Midden Lane does not include frivolous or complicated words or unconventional spelling.

Conclusion of Law:

1. The proposed street name, Shell Midden Lane, **meets the requirements** of this criterion.

Summary of Facts and Conclusions of Law

Criterion C: It is desirable to use names that have some association with Hilton Head Island and specifically with the immediate location of the street or place, such as reference to local history or physiographic features. (LMO Section 16-2-103.O.4.c).

Finding of Fact:

1. The proposed street name Shell Midden Lane was selected because shell middens are the remnants of sites where oysters were once processed by Native Americans, who harvested them for food and used their shells to make tools and items for trade.

Conclusion of Law:

1. The proposed street name, Shell Midden Lane, **meets the requirements** of this criterion.

Summary of Facts and Conclusion of Law

Criterion D: Use of a common theme is recommended for names of streets that are associated with one another, such as those within a residential development. (LMO Section 16-2-103.O.4.d).

Finding of Fact:

1. Shell Midden Lane is the only street that provides access to the subject properties.

Conclusion of Law:

1. This criterion **does not apply** to this application.

Summary of Facts and Conclusion of Law

Criterion E: Streets or vehicular access easements that continue through an intersection should generally bear the same name, except where the street crosses a major arterial or where existing address points on a street require that the street given a different name. (LMO Section 16-2-103.O.4.e).

Finding of Fact:

1. The proposed Shell Midden Lane does not continue through an intersection.

Conclusion of Law:

1. This criterion **does not apply** to this application.

Summary of Facts and Conclusion of Law

Criterion F: A street or vehicular access easement making an approximate right-angle turn where there is no possibility of extending the street or vehicular access easement in either direction shall be considered to be continuous and continue the same name. Where there is a choice of direction or a possibility of extending either section in the future, such configuration shall be considered to be an intersection and the street/easement segments extending from the intersection shall bear different names. (LMO Section 16-2-103.O.4.f).

Finding of Fact:

1. The proposed Shell Midden Lane would not make a right-angle turn.

Conclusion of Law:

1. This criterion **does not apply** to this application.

Summary of Facts and Conclusion of Law

Criterion G. New or modified street names should generally use Drive, Lane, Place, Road, Street, or Way as suffixes. The following street designations should only be used if the street design meets one of the following descriptions. This list is not intended to limit the use of other appropriate suffixes.

1. *Alley – A street providing vehicular access to the rear of lots or buildings, usually as a secondary means of access to a property.*
2. *Avenue – A street that is continuous.*
3. *Boulevard – A street with a landscaped median dividing the roadway.*
4. *Circle – A street with a complete loop on the end or a side street that intersects another street at two adjacent intersections.*
5. *Court – A street terminating in a cul-de-sac, not longer than 1,000 feet in length.*
6. *Extension – A section of street forming an additional length.*
7. *Parkway – A street designated as a collector or arterial road, with a landscaped median reflecting the parkway character implied in the name.*

(LMO Section 16-2-103.O.4.g).

Finding of Fact:

1. The proposed street name is Shell Midden Lane.

Conclusion of Law:

1. The proposed street name, Shell Midden Lane, **meets the requirements** of this criterion.

Summary of Facts and Conclusion of Law

Criterion H. The suffixes Manor, Trace, and Common shall typically be used to name vehicular access easements. (LMO Section 16-2-103.O.4.h).

Findings of Fact:

1. The subject street is a right-of-way, not an access easement.

Conclusion of Law:

1. This criterion **does not apply** to this application.

Summary of Facts and Conclusions of Law

Criterion I. Where natural barriers, intervening land uses, or developments that break an existing street into two separate streets that are not likely to be reconnected in the future, the streets shall be named in a manner that considers the potential economic impact of the number of address points and type of addresses impacted. (LMO Section 16-2-103.O.4.i).

Finding of Fact:

1. The subject street is not broken into two separate streets.

Conclusion of Law:

1. This criterion **does not apply** to this application.

PREPARED BY:

BN

Becky Neugent
911 Communications Manager/Addressing

April 13, 2022

DATE

REVIEWED BY:

JF

Joheida Fister
Deputy Fire Chief/Fire Marshal

May 12, 2022

DATE

REVIEWED BY:

AC

Anne Cyran, AICP
Planning Commission Coordinator &
Interim Community Planning Manager

May 12, 2022

DATE

ATTACHMENTS:

- A) Aerial Photo
- B) Applicant's Narrative



130 Shell Midden Lane
New Address

120 Shell Midden Lane
Formerly 19 Hickory Lane

110 Shell Midden Lane
Formerly 19 Hickory Lane

221 Cordillo Parkway
New Address

145 Shell Midden Lane
New Address

135 Shell Midden Lane
Formerly 21 Hickory Lane

Cordillo Parkway

Hickory Lane

STDV-001138-2022 - Shell Midden Lane

Attachment A - Aerial Photo



The information on this map has been compiled from a variety of sources and is intended to be used only as a guide. It is not intended to be used as a basis for any legal action or as a substitute for a professional survey. The Town of Hilton Head Island assumes no liability for any errors or omissions that may appear on this map.



STAX Building & Development

Street Name Narrative

Cypress Place

Cypress is a significant tree species throughout the south, growing from marsh waters and along the banks of our many rivers and streams. The Bald Cypress tree, native to Hilton Head Island, provides nesting areas for raptors in its canopy and wood ducks in hollowed trunks, and in cypress swamps it provides an important breeding ground for amphibians, lizards, and fish (such as catfish). Cypress trees can be found across the Low Country, with notable Cypress marshes in Congaree National Park and the Cypress Gardens in Monck's Corner.

Sabal Palm Lane

Sabal Palms are native to South Carolina and the Low Country, dotting the landscape in and around Hilton Head Island. They are an integral part of South Carolina's history, having served as both a building material and a food source for Native Americans and the Europeans who settled here. William Moultrie led a group of patriots to build a fort (Fort Moultrie) of Sabal Palm trunks on Sullivan's Island during the American Revolution, and successfully defended this fort on June 28, 1776, when attacked by the British Navy. British cannon fire could not break through the defensive walls, as the palm trunks from which they were made flexed when struck by cannonballs. In 1861, the palm was added to the flag, symbolizing the strength and resilience of South Carolinians.

Shell Midden Lane

Shell middens are the remnants of sites where oysters were once processed by Native Americans, who harvested them for food and used their shells to make tools and items for trade. Early settlers in the Low Country used oyster shells to make Tabby, which consisted of sand, water, whole shells, and lime made from burnt shells. On Hilton Head, the Crazy Crab at Jarvis Creek and The Old Oyster Factory are located on the sites of former oyster processing facilities, the evidence of which can be found in the form of compacted layers of crushed oyster shell just a few inches beneath the soil's surface.