



Town of Hilton Head Island  
**Planning Commission Meeting**  
January 20, 2021 at 3:00 p.m. Virtual Meeting  
**MEETING MINUTES**

**Present from the Commission:** Chairman Peter Kristian, Leslie McGowan, Michael Scanlon, Mark O'Neil, Alan Perry, Todd Theodore, Stephen Alfred, John Campbell

**Absent from the Commission:** Vice Chairman Lavon Stevens

**Present from Town Council:** Alex Brown, Tamara Becker, Glenn Stanford, David Ames

**Present from Town Staff:** Tyler Newman, Senior Planner; Missy Luick, Senior Planner; Anne Cyran, Senior Planner; Teri Lewis, Deputy Community Development Director; Shawn Colin, Interim Deputy Town Manager; Nicole Dixon, Development Review Administrator; Diane Busch, Staff Attorney/Prosecutor; Jennifer Ray, Interim Community Development Director; Teresa Haley, Senior Administrative Assistant

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**1. Call to Order**

Chairman Kristian called the meeting to order at 3:00 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 Town of Hilton Head Island requirements.

**3. Roll Call** – See as noted above.

**4. Approval of Agenda**

Chairman Kristian asked for a motion to approve the agenda. Commissioner Alfred moved to approve. Commissioner Scanlon seconded. By way of roll call, the motion passed with a vote of 8-0-0.

**5. Approval of Minutes**

**a. Meeting of January 6, 2021**

Chairman Kristian asked for a motion to approve the minutes of the January 6, 2021 meeting. Commissioner McGowan moved to approve. Commissioner O'Neil seconded. By way of roll call, the motion passed with a vote of 8-0-0.

**6. Appearance by Citizens**

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

## 7. Unfinished Business

None.

## 8. New Business

### a. Public Hearing

**ZA-002487-2020** – Request from the Town of Hilton Head Island to amend the Official Zoning Map to rezone a Town owned property from Resort Development (RD) to Parks and Recreation (PR). The subject property is located at 30 Folly Field Road, parcel ID R511 009 000 1196 0000. *Presented by Tyler Newman*

Mr. Newman presented the application as described in the Staff Report. Staff recommends the Planning Commission find this application to be consistent with the Town's Comprehensive Plan and serve to carry out the purposes of the LMO, based on those Findings of Fact and Conclusions of Law as determined by the LMO Official and enclosed in the Staff Report. Staff recommends that the Planning Commission recommend approval of this application to Town Council.

The Commission made comments and inquiries regarding: the signage on the property stating protection by the Town and the timing of the request. Mr. Tyler explained the signage was notification that it was Town owned property and he did not find any restricting covenants for the property. Mr. Colin explained that when the property was originally purchased by the Town, the intended use was a park and the rezoning will reinforce that intent. He noted there was never any intention for resort development on the property.

Commissioner Perry moved to find this application to be consistent with the Town's Comprehensive Plan and serve to carry out the purposes of the LMO, based on those Findings of Fact and Conclusions of Law as determined by the LMO Official and enclosed in the Staff Report, with a recommendation of approval to Town Council. Commissioner Alfred seconded. By way of roll call, the motion passed with a vote of 8-0-0.

### b. Public Hearing

**ZA-002584-2020** – Request from Josh K. Tiller of J.K. Tiller Associates to amend the Official Zoning Map to rezone the former Sam's Club property from Community Commercial (CC) to Light Commercial (LC). The subject property is located at 95 Mathews Drive, parcel ID R511 008 000 192A 0000. *Presented by Missy Luick*

Ms. Luick presented the application as described in the Staff Report. Staff recommends the Planning Commission find this application to be consistent with the Town's Comprehensive Plan and serve to carry out the purposes of the LMO, based on those Findings of Fact and Conclusions of Law as determined by the

LMO Official and enclosed in the Staff Report. Staff recommends that the Planning Commission recommend approval of this application to Town Council.

Due to a potential conflict of interest, Mr. Scanlon recused himself from the discussion and the required Potential Conflict of Interest Form has been completed by Mr. Scanlon and is a matter of record for this meeting.

The Commission made comments and inquiries regarding: clarification that the property is a separate parcel from the shopping plaza; allowable usage in Community Commercial as opposed to Light Commercial and the restrictions of such; building height; access to the storage units; security, staffing and accessibility to the storage units; parking spaces for and entrance doors to the building; open storage concerns and service area locations around the building.

Mr. Newman confirmed the property is a separate lot from the shopping plaza.

The applicant presented an overview of the project and answered questions and concerns from the Commission. Mr. Tiller explained the approval from the Port Royal Property Association had the following stipulations: intended use is for indoor storage; access is maintained in front of the building to US278; and no open storage now or in the future phase. He further stated that there will be access at the main entrance to the indoor storage and there will be cart access doors around the facility for tenants to get to their units.

Commissioner O'Neil moved to find this application to be consistent with the Town's Comprehensive Plan and serve to carry out the purposes of the LMO, based on those Findings of Fact and Conclusions of Law as determined by the LMO Official and enclosed in the Staff Report, with a recommendation of approval to Town Council. Commissioner Campbell seconded. By way of roll call, the motion passed with a vote of 7-0-0.

## **9. Commission Business**

None.

## **10. Chairman's Report**

None.

## **11. Committee Reports**

None.

## **12. Staff Report**

Ms. Cyran reminded the Commission of the meetings scheduled for February 3, 2021 and February 17, 2021 noting that the Annual Traffic Report will be presented at the February 3, 2021 meeting.

## **13. Adjournment**

The meeting was adjourned at 4:14 p.m.

**Submitted by:** Vicki Pfannenschmidt, Secretary

**Approved:** February 3, 2021