



Town of Hilton Head Island
Planning Commission Meeting
March 3, 2021 at 9:00 a.m. Virtual Meeting
MEETING MINUTES

Present from the Commission: Chairman Peter Kristian, Vice Chairman Lavon Stevens, Leslie McGowan, Mark O'Neil, Alan Perry, Todd Theodore, Stephen Alfred, John Campbell

Absent from the Commission: Michael Scanlon

Present from Town Council: Bill Harkins, Glenn Stanford

Present from Town Staff: Jennifer Ray, Interim Community Development Director; Teri Lewis, Deputy Community Development Director; Chris Yates, Building Official; Anne Cyran, Senior Planner; Shari Mendrick, Floodplain Administrator; Cindaia Ervin, Finance Assistant; Vicki Pfannenschmidt, Temporary Administrative Assistant

1. Call to Order

Chairman Kristian called the meeting to order at 9:00 a.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 O'Neil moved to approve. Commissioner Perry seconded. By way of roll call, the motion passed with a vote of 8-0-0.

5. Approval of Minutes

- a. Meeting of February 17, 2021

Chairman Kristian asked for a motion to approve the minutes of the February 17, 2021 meeting. Commissioner McGowan moved to approve. Commissioner Alfred 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. There were no comments submitted. 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

a. Review of Town Council's changes related to Flood Zone LMO Amendments

Presented by Shari Mendrick

Ms. Mendrick reported that on March 2, 2021 Town Council voted unanimously to support the staff recommendation of requiring the calculation of building height to be measured from 13 feet above Mean Sea Level using NAVD88. She noted that per State Code, staff is required to bring the item back to the Planning Commission for review and comments.

Each Commissioner was afforded the opportunity to ask questions and voice concerns. Some of the items discussed were: building height requirements; flood elevation; clarification of requirements for new constructions; the Base Flood Elevation determined in the new maps; accuracy of calculations through lidar topography; time cycles for flood maps; and storm surge. Ms. Mendrick stated that the staff recommendation, as well as the recommendation from the Planning Commission were both presented to Town Council. She explained that she presented on behalf of the staff proposal for a 13 foot elevation and Chairman Kristian and Commissioner Theodore were present on behalf of the Planning Commission to discuss the recommendation of the 14 foot elevation. After discussion and input from Commissioners, Commissioner Theodore moved to approve the Public Planning Committee recommendation in support of staff recommendation to Town Council regarding the proposed Flood Zone Standards LMO Amendments and Flood Damage Controls Municipal Code Amendments. Commissioner Perry seconded. By way of roll call, the motion passed by a vote of 6-2-0. (Chairman Kristian and Mr. Alfred were opposed.)

8. New Business - None

9. Commission Business - None

10. Chairman's Report - None

11. Committee Reports

Commissioner Theodore reported the CIP Committee met with staff to review the outline for the 2022 CIP. He said the next meeting will be held on March 11, 2021 to finalize their recommendations.

Commissioner McGowan informed the Commission the LMO Committee will be meeting on Monday, March 8, 2021 at 10:00 a.m. to discuss suggested LMO changes from the Design Review Board.

Vice Chairman Stevens stated the Gullah Geechee Neighborhood Preservation Task Force met on March 1, 2021 to review the progress regarding the Historic Neighborhoods Overlay District.

12. Staff Report

Ms. Cyran reminded Commissioners that the March 17, 2021 regular meeting has been canceled noting there will be a special meeting held on March 24, 2021 for the purpose of considering the CIP recommendations and priorities for FY22.

13. Adjournment

The meeting was adjourned at 9:30 a.m.

Submitted by: Vicki Pfannenschmidt, Secretary

Approved: March 24, 2021