



**Town of Hilton Head Island  
Planning Commission Meeting  
Wednesday, February 21, 2018 – 3:00 p.m.  
Benjamin M. Racusin Council Chambers  
AGENDA**

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*As a Courtesy to Others Please Turn Off All Cell Phones and Pagers during the Meeting.*

- 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**
- 6. Approval of Minutes** – Meeting of February 7, 2018
- 7. Appearance by Citizens on Items Unrelated to Today's Agenda**
- 8. Unfinished Business**
- 9. New Business**
- 10. Commission Business**
- 11. Chairman's Report**
- 12. Committee Report**
- 13. Staff Report**
  - a) Circle to Circle Update – *Presented by Staff*
- 14. Adjournment**

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

**TOWN OF HILTON HEAD ISLAND**  
**Planning Commission**  
**Minutes of the February 7, 2018 – 9:00 a.m. Meeting**  
**Benjamin M. Racusin Council Chambers**

Commissioners Present: Chairman Alex Brown, Vice Chairman Peter Kristian, Glenn Stanford, Bryan Hughes, Barry Taylor, Judd Carstens, Lavon Stevens

Commissioners Excused: Todd Theodore, Caroline McVitty

Town Council Present: David Ames

Town Staff Present: Jeff Buckalew, Town Engineer; Shawn Colin, Deputy Director of Community Development; Charles Cousins, Director of Community Development; Nicole Dixon, Development Review Administrator; Brian Hulbert, Staff Attorney; Teri Lewis, LMO Official; Darrin Shoemaker, Traffic & Transportation Engineer; Anne Cyran, Senior Planner; Teresa Haley, Senior Administrative Assistant

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**4. Freedom of Information Act Compliance**

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**5. Approval of Agenda**

Commissioner Stanford moved to amend the agenda to hear STDV-000051-2018 first and PPR-2706-2017 second. Vice Chairman Kristian seconded. The motion passed with a vote of 5-0-0.

Following STDV-000051-2018, Staff indicated the applicant for PPR-2706-2017 is delayed in traffic. Vice Chairman Kristian moved to amend agenda to hear the Annual Traffic Report second and PPR-2706-2017 third. Commissioner Stanford seconded. The motion passed with a vote of 5-0-0.

**6. Approval of Minutes – Meeting of January 17, 2018**

Vice Chairman Kristian moved to approve. Commissioner Stanford seconded. The minutes of the January 17, 2018 meeting were unanimously approved.

**7. Appearance by Citizens on Items Unrelated to Today's Agenda**

Frank Babel presented statements regarding a sewer pipeline being put in on Marshland Road and once completed for staff to look at paving the area to make a continuous pathway.

**8. Unfinished Business – None**

**9. New Business**

- a) **STDV-00051-2018** – David Karlyk, on behalf of the property owner, proposed to name a new street Pink Sand Lane. The street is located in a new 13 lot subdivision currently addressed as 618 Spanish Wells Road.

Ms. Cyran presented the application described in the Staff Report as provided in the Commission's packet. Staff recommends the Planning Commission approve the Pink Sand Lane street name application based on the review criterion outlined in Land Management Ordinance Section 16-2-103.O.4 and enclosed in the Staff Report.

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

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

Vice Chairman Kristian moved to approve the application based on the review criterion outlined in the Land Management Ordinance Section 16-2-103.O.4 and enclosed in the Staff Report. Commissioner Stanford seconded. The motion passed with a vote of 5-0-0.

b) **Annual Traffic Report**

Mr. Shoemaker presented the 2017 Traffic Monitoring and Evaluation Report as described in the Commission's packet. In addition to packet, Mr. Shoemaker presented spreadsheets with various amounts of data associated to the report.

*(Commissioner Stevens entered the meeting at this time.)*

Chairman Brown asked for comments from the Commission. The Commission thanked Mr. Shoemaker for his presentation. The Commission discussed and made inquiries regarding: the instances where intersections are found to be deficient; the mitigation recommendations; the average percentage increase in traffic; maximum capacity reached on bridges; the need for additional lanes; signage implemented to redirect and balance traffic; additional signage to come; substantial progress combining south end signal systems to release traffic in a staggered fashion; the impact of driverless vehicles; properties that would be potentially impacted by widening intersection of 278 and Squire Pope; consideration of speed limit with six lanes; if SCDOT could come talk to those directly impacted by their projects; aesthetic considerations and budget to continue to keep island character; and timing of traffic reviews and modifications and potential LMO changes.

*(Commissioner Hughes entered the meeting at this time.)*

Chairman Brown asked Staff to provide in future reports areas of technology that are advancing (e.g. driverless vehicles).

Chairman Brown opened the meeting for public comment. One member of the public thanked the Commission for consideration of aesthetics as you enter the island. One member of the public asked about a third lane that would extend from Squire Pope to Walmart and about the lane extending to turn onto Gumtree. One member of the public spoke to vegetation that has

been removed in Windmill Harbour from the storms, and the visual and noise impacts related to construction.

The Commission expressed desire to send a memorandum to Town Council in connection with the annual report. There needs to be coordination with SCDOT with regard to aesthetics and property owners within the gateway. Reporting on the sensitivity of the aesthetics of the corridor and the widening impact it will have on surrounding property owners. Future reports on driverless vehicles and other advancing technologies and related impacts. Reviewing of goals and traffic deficiencies that were set over fifteen years ago. The Sea Pines Circle counting method.

Vice Chairman Kristian moved to accept the 2017 Traffic Monitoring and Evaluation Report as presented. Commissioner Taylor seconded. The motion passed with a vote of 5-0-2. (Commissioner Stevens and Commissioner Hughes abstained from the vote as they were not present at the start of the hearing.)

Vice Chairman Kristian moved to forward a memorandum to Town Council in connection with the 2017 Traffic Monitoring and Evaluation Report covering the following comments: (i) Town and SCDOT coordination regarding the aesthetics and the widening impact to property owners within the subject corridor, (ii) a report on item (i), (iii) future reports on advancing technologies such as driverless vehicles and their related impacts, (iv) review of traffic deficiencies and goals that were set over fifteen years ago, and (v) the Sea Pines Circle traffic counting method. Commissioner Taylor seconded. The motion passed with a vote of 5-0-2. (Commissioner Stevens and Commissioner Hughes abstained from the vote as they were not present at the start of the hearing.)

c) **Public Hearing**

**PPR-2706-2017** – Application for Public Project Review from Beaufort County for a safety-oriented access management project on Jenkins Island. The project includes: widening US 278 to six lanes on Jenkins Island; closing median crossovers; building a new median crossover; building pavement bulb-outs for U-turns; and installing two traffic signals.

Ms. Cyran presented the application described in the Staff Report as provided in the Commission's packet. Ms. Cyran pointed out the Town limit and the project limit, noting the right-of-way is part of the Town. Staff recommends the Planning Commission find this application to be compatible with the Town's Comprehensive Plan for location, character and extent based on those Findings of Facts and Conclusions of Law as determined by the LMO Official and enclosed in the Staff Report with the condition that pathways and landscaping are installed along this section of US 278.

Chairman Brown asked the applicant to come forward. Colin Kinton presented the purpose of the project and need to improve the operational efficiency of US 278 by improving the level of service at intersections, and to provide safe and efficient access to local communities with minimal disruption to through traffic along US 278. The project description is to widen US 278 from four to six travel lanes across Jenkins Island, prohibit all left turns onto US 278, modify existing intersections using restricted crossing U-turn intersections, and add two traffic signals. Mr. Kinton described the "superstreet" concept and the project location. Then further provided the project overview and proposed plan. County Council approved bonding

plan for the design and construction of the project for a total of \$7.4 million. The project schedule proposes to begin construction in early 2018 and finish construction late 2018 – early 2019.

Chairman Brown requested comments from the Commission. The Commission discussed and made inquiries regarding: all jurisdictions coordinate in their planning process on the project and all related projects; consideration for a bridge project and the related impacts; traffic signal triggering system; the traffic movement from each direction; the County's commitment to working with the Town for pathways and landscaping; Town and County working on MOU for pathway; plans for aesthetics and noise reduction for neighboring communities; acquiring the Town land; purpose of adding acceleration lane exiting Windmill Harbour; and the signals will provide gaps in traffic.

When asked by the Commission, Mr. Shoemaker present statements regarding support for this project and further noted he does not expect that the project will be as successful as it ultimately will be until the six lane connection proceeds down to Squire Pope Road. Ms. Cyran provided additional comments regarding the project meeting the goals and implementation strategies of the Town's Comprehensive Plan with the addition of pathway and landscaping installations.

Chairman Brown thanked the public for their patience and opened the meeting for public comments. Eleven members of the public presented statements in favor of the application.

Chairman Brown requested additional comments from the Commission. The Commission presented statements regarding: trusting the experts that this is the best plan; the challenges with one way on and one way off the island; aesthetics and safety are priorities; including the condition of the aesthetic component is in keeping with the Comprehensive Plan; the pathways should connect to something, but don't want to exclude it and lose the opportunity; the project as a short term solution; the project and other related projects need to be looked at in a comprehensive way. The County and Town have been talking about the project for over ten years. With that said, Chairman Brown expressed the communication between the jurisdictions should have been better regarding the area of US 278 between the west end of the causeway to the intersection of Squire Pope Road and US 278. Chairman Brown expressed the project does not include plans to fix concerns for property owners in that area and therefore, he cannot support it. The Commission asked the rationale for why the project ends before that area. Mr. Kinton indicated Windmill Harbour is the County's constituents and they brought it to the County's attention. The County and Town have been in discussions about who will take on the other part, and the Town is actively looking at it.

Vice Chairman Kristian moved to approve the application to be compatible with the Town's Comprehensive Plan for location, character and extent based on those Findings of Facts and Conclusions of Law as determined by the LMO Official and enclosed in the Staff Report with the condition that pathways and landscaping are installed along this section of US 278. Commissioner Stanford seconded. The motion passed with a vote of 6-1-0.

## **10. Commission Business**

- a) Rescheduling the regular November meeting date

Ms. Cyran indicated the November 7<sup>th</sup> meeting will need to be rescheduled since Student Government Day will require Council Chambers on the same day. Ms. Cyran will send an e-mail to the Commission with some alternative dates.

Ms. Cyran reminded the Commission of their State training hours requirement. Ms. Cyran indicated the February 21<sup>st</sup> meeting will include a Circle to Circle update. Ms. Cyran asked if the Commission would like to receive training afterward and the Commission agreed.

Mr. Cousins presented statements and clarification regarding the County/Jenkins Island project. The Town has been actively pursuing opportunities to work together with the County and State on the project. There will be more steps involved in the project which will provide more opportunities for the Town to speak on important issues and concerns.

**11. Chairman's Report** – None

**12. Committee Report**

Commissioner Hughes asked Ms. Cyran to provide possible meeting dates in the next few weeks for the CIP Committee to meet.

Commissioner Stevens stated the Gullah-Geechee Land & Cultural Preservation Task Force is scheduled to present to Town Council on February 20.

Vice Chairman Kristian indicated the Visioning Consultant will be presenting at the Vision Project Management Team meeting on February 16.

**13. Staff Report**

a) Quarterly Report – The Quarterly Report was included in the Commission's packet.

**14. Adjournment** – The meeting was adjourned at 12:31 p.m.

Submitted by: Teresa Haley, Secretary

Approved:

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Alex Brown, Chairman



# TOWN OF HILTON HEAD ISLAND

## *Community Development Department*

**TO:** Planning Commission  
**VIA:** Charles Cousins, AICP, *Director of Community Development*  
**VIA:** Jennifer Ray, ASLA, *Planning and Special Projects Manager*  
**FROM:** Anne Cyran, AICP, *Senior Planner*  
**CC:** Shawn Colin, AICP, *Deputy Director of Community Development*  
**DATE:** February 15, 2018  
**SUBJECT:** Updates on Circle to Circle Ad Hoc Committee Recommendations

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The Circle to Circle Ad Hoc Committee recommended focusing on increasing the awareness and use of mid-island beaches and reducing congestion at Sea Pines Circle/Pope Avenue.

### **Food Trucks**

The Town issued an Invitation to Bid in May 2017 on four spaces around Driessen Beach Park and Burkes Beach Road for the purpose of providing food truck services on a trial basis. Four food trucks (one per available space) were awarded the right to operate in their specific space between June 16<sup>th</sup> and September 16<sup>th</sup>. Two food trucks (Murican Border and Lowcountry Lobster) were located at Driessen Beach Park. It's Only Fair was located at the end of Burkes Beach Road, and Taco Brown was located at the entrance to Chaplin Park.

Feedback from the vendors was that the sales from beachgoers were minimal. The purveyors of the four food trucks were interested in operating food trucks on Hilton Head Island, but with the exception of Taco Brown, felt that their locations close to the mid-Island beaches were not the best location for them. As such, Staff recommends that any special food truck project at mid-island beaches not be pursued in 2018.

### **Golf Cart Shuttle**

Last spring, staff worked with a potential vendor to create a shuttle service, but the vendor backed out at the last minute. Staff does not recommend creating a shuttle service for the 2018 season because there are not enough beachgoers using the Burkes Beach Access to justify the service. Currently, there are not sufficient amenities or incentives to draw large numbers of beachgoers from Coligny Beach Park to the Burkes Beach Access. Parking at Coligny Beach Park and other beach accesses is inexpensive or free. In addition, our experience with food trucks demonstrated that adding commercial services to this area was not enough to draw more visitors, especially away from the Coligny beach area.

### **Signs for North Beaches**

Three new mid-island signs were installed to direct traffic to the mid-island beaches.

**Subject: Updates on Circle to Circle Ad Hoc Committee Recommendations**

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Date: February 15, 2018

Page 2

1. A sign listing the distances to Folly Field Beach, Driessen Beach, and Burkes Beach was installed in the William Hilton Parkway median across from First Presbyterian Church, ¼ mile in advance of Mathews Drive.
2. A sign stating “Burkes Beach Next Left” was installed on the shoulder of eastbound William Hilton Parkway approximately 580 feet in advance of Burkes Beach Road.
3. A sign stating “Beach Parking Next Left” was installed on the shoulder of eastbound William Hilton Parkway approximately 550 feet in advance of Singleton Beach Road.

**Pavement Marking & Signs to Improve Traffic Flow Around Sea Pines Circle**

The following improvements were made or will be made to improve traffic flow.

1. A right-turn arrow and the word “ONLY” were added to the pavement of each right lane as it approaches Sea Pines Circle.
2. “Right Lane Must Turn Right” shoulder-mounted signs were installed on Palmetto Bay Road, William Hilton Parkway, and Pope Avenue in advance of Sea Pines Circle.
3. The lane-use and guide signs on the mast arms on Palmetto Bay Road, William Hilton Parkway, and Pope Avenue in advance of Sea Pines Circle were replaced with larger signs.
4. Two signs were installed to direct traffic bound for Coligny Beach to New Orleans Road instead of Sea Pines Circle:
  - A sign stating “Coligny Beach Left at Second Signal” was installed in the median on eastbound William Hilton Parkway across from the entrance to The Greenery.
  - A sign stating “Coligny Beach Left at Signal” was installed on the westbound shoulder of New Orleans Road (by TD Bank).
5. Three shoulder-mounted diagrammatic signs identifying the exits from Sea Pines Circle will be replaced by the end of March. The new signs: identify Sea Pines Circle at the top of the sign; identify the appropriate turns for Sea Pines and Coligny Beach; and they are larger (10 feet wide by 6 feet high) than the signs they will replace. They will replace the existing signs on:
  - The shoulder of eastbound Palmetto Bay Road just past Target Road.
  - The shoulder of eastbound William Hilton Parkway approximately 730 feet in advance of Sea Pines Circle.
  - The shoulder of northbound Pope Avenue approximately 500 feet in advance of Sea Pines Circle.

**Trolley Service**

The Circle to Circle Vision Plan encourages the use of a trolley program within the Pope Avenue Corridor and on the island.

Palmetto Breeze, with assistance from Town staff, is planning a trolley service to connect Coligny Beach Park to the Shelter Cove Community Park, Shelter Cove Towne Centre, Shelter Cove Harbour, and Park Plaza starting in July.