



**Town of Hilton Head Island  
Planning Commission Meeting  
Wednesday, September 5, 2018 – 9:00 a.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 August 15, 2018
- 7. Appearance by Citizens on Items Unrelated to Today’s Agenda**
- 8. Unfinished Business**
- 9. New Business**
  - a. Recommendation from the Comprehensive Plan Committee on the Process and Principles and the Branding of Phase 2 of the Vision “Reinventing Sustainability...Again” and the Comprehensive Plan.
- 10. Commission Business**
- 11. Chairman’s Report**
- 12. Committee Report**
- 13. Staff Report**
- 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 August 15, 2018 – 3:00 p.m. Meeting**  
**Benjamin M. Racusin Council Chambers**

Commissioners Present: Chairman Alex Brown, Vice Chairman Peter Kristian, Leslie McGowan, Glenn Stanford, Todd Theodore, Judd Carstens, Caroline McVitty

Commissioners Excused: Michael Scanlon, Lavon Stevens

Town Council Present: None

Town Staff Present: Shawn Colin, Deputy Director of Community Development; Nicole Dixon, Development Review Administrator; Carolyn Grant, Communications Director; Brian Hulbert, Staff Attorney; Taylor Ladd, Senior Planner; Jennifer Ray, Planning & Special Projects Manager; Danielle Tison, Fire Inspector; Anne Cyran, Senior Planner; Teresa Haley, Senior Administrative Assistant

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**1. Call to Order**

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

**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**

Prior to the meeting, the applicant withdrew application ZA-001482-2018. Vice Chairman Kristian moved to remove the item from the agenda and accept the agenda as amended. Commissioner Stanford seconded. The motion passed unanimously.

**6. Approval of Minutes – Meeting of August 1, 2018**

Vice Chairman Kristian moved to approve the minutes of the August 1, 2018 meeting as amended. Commissioner Stanford seconded. The motion passed unanimously.

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

Chip Munday on behalf of the Indigo Run community, and Bruce McLellan, Indigo Run resident, addressed the Commission regarding their opposition to the rezoning of 107 Leg O' Mutton Road from RM-4 to PD-1 Indigo Run.

**8. Unfinished Business**

**a. Public Hearing**

**ZA-001467-2018** – Request from property owners Thomas C. Barnwell Jr. and Perry White to amend the Official Zoning Map by changing the zoning designation of an undeveloped 6.22-acre parcel located at 280 Fish Haul Road. The parcel is bisected by

Fish Haul Road. The request is to rezone the northern portion from RM-4 (Low to Moderate Density Residential) to MV (Mitchelville), and to rezone the southern portion from RM-8 (Moderate Density Residential) to MV (Mitchelville). It is further identified as Beaufort County Tax Map 4, Parcel 16. The effect of this rezoning will be to increase the available density and to increase the number and type of allowable uses.

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

Chairman Brown indicated this public hearing remained open from the August 1<sup>st</sup> meeting as voted on by the Planning Commission.

Chairman Brown asked the potential buyer/developer of the property to come forward. Walter Nester, Esquire on behalf of the buyer/developer Webb Investment Group, presented statements regarding the application and answered questions presented by the Commission.

Chairman Brown requested comments from the Commission. The Commission made inquiries regarding the buyer/developer's development intentions and plans.

Timothy Welting with Webb Investment Group, presented statements regarding the intentions of the development. His team and the Engineering team met yesterday to discuss trying to put 74 single-story, 2-bedroom 2-bathroom workforce housing type of units on the property.

The Commission expressed concern the property is bisected by an easement rather than a right-of-way and asked if there is any intention to realign the road. Mr. Nester presented statements regarding the County easement. The County would need to authorize any rerouting of the road, and such road would need to continue to serve the general public and not just this property. Mr. Welting indicated the PSD finds it feasible to use the existing sewer. The intention is to use as much of that road as possible and align it so the 74-density units can fit on the property.

Chairman Brown asked for public comments. Beverly Taylor presented statements in support of this application. Chris Christon presented statements in support of this application and affordable workforce housing.

The Commission expressed the Mitchelville district will be impacted by this development and they want to be certain it is right. The Commission expressed support to resolve the issue of affordable workforce housing in the community.

Vice Chairman Kristian moved that the Planning Commission recommend to the Town Council approval of the application based on the Findings of Facts and Conclusions of Law as determined by the LMO Official and enclosed in the Staff Report. Commissioner Stanford seconded. The motion passed with a vote of 5-1-1.

(Commissioner Carstens voted against the motion. Commissioner McVitty abstained as she was not present at the opening of the public hearing on August 1, 2018.)

**9. New Business** – None

**10. Commission Business** – None

**11. Chairman’s Report** – None

**12. Committee Report**

Vice Chairman Kristian reported dates are being looked into for upcoming LMO Committee meetings.

Commissioner Carstens reported on the Comp Plan Committee’s progress to date and outlined the objectives for the upcoming weeks. The next meeting is scheduled for Thursday, August 23<sup>rd</sup> at 10:00 a.m.

**13. Staff Report**

Ms. Cyran encouraged everyone to sign up on the Town’s website to receive newsletters related to the Comp Plan and Phase 2 process. Ms. Cyran provided the current status of the September 5<sup>th</sup> meeting.

**14. Adjournment**

The meeting was adjourned at 3:31 p.m.

Submitted by: Teresa Haley, Secretary

Approved:

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Alex Brown, Chairman



# **TOWN OF HILTON HEAD ISLAND**

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## *Community Development Department*

**TO:** Planning Commission  
**VIA:** Shawn Colin, *AICP, Deputy Director of Community Development*  
**FROM:** Jennifer Ray, *ASLA, Planning and Special Projects Manager*  
**DATE:** August 28, 2018  
**SUBJECT:** Vision Phase 2 and Comprehensive Planning

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### **Recommendations**

Staff recommends the Planning Commission forward the proposed principles and process to direct Phase 2 of the Vision and align it with the Comprehensive Plan to Town Council with a recommendation of approval.

Staff recommends the Planning Commission forward to Town Council with a recommendation of approval a proposal to continue to use the *Hilton Head Island – Our Future* brand for Phase 2 of the Vision.

The Comprehensive Plan Committee met on August 23, 2018 and voted unanimously to approve the principles and process and branding as presented by staff.

### **Summary**

The attached proposed principles and process have been revised to reflect the feedback gathered from the Comprehensive Plan Committee meetings. A clear consensus on a new brand didn't emerge from the meetings. The general consensus was to continue to use the *Hilton Head Island – Our Future*.

### **Background**

On July 18, 2018 the Planning Commission heard a presentation from staff on the proposed process and principles. The Commission directed the Comprehensive Plan Committee to consider the proposed process and principles, gather public input, and make a recommendation to the Commission.

Staff presented the revised process and principles to the Comprehensive Plan Committee at public meetings on July 31 and August 13, 2018. Staff also presented objectives and examples for a new brand for Phase 2 of the Vision and the Comprehensive Plan and gathered feedback from the Comprehensive Plan Committee, Planning Commissioners, and the public.

### **Attachment**

Exhibit A, proposed principles  
Exhibit B, proposed process  
Exhibit C, proposed diagram

### Proposed principles:



- continue to be open, inclusive, and transparent;
- continue to include public leadership, involvement and input;
- encourage and foster anchor institution leadership, support and participation to advance the community Vision;
- ensure communication strategies using all available technology continue the conversation about the Vision within all sectors of the community and anchor institutions;
- identify, attract, recruit, and leverage talent and resources to support the process (i.e. staff, experts within the community, external stakeholders, and/or consultants);
- ensure alignment of the Comprehensive Plan with the community Vision; and
- identify and utilize key metrics for decision making as identified in *Vision and Strategic Action Plan* both by the Town and anchor institutions.

## Exhibit B



### Proposed process:

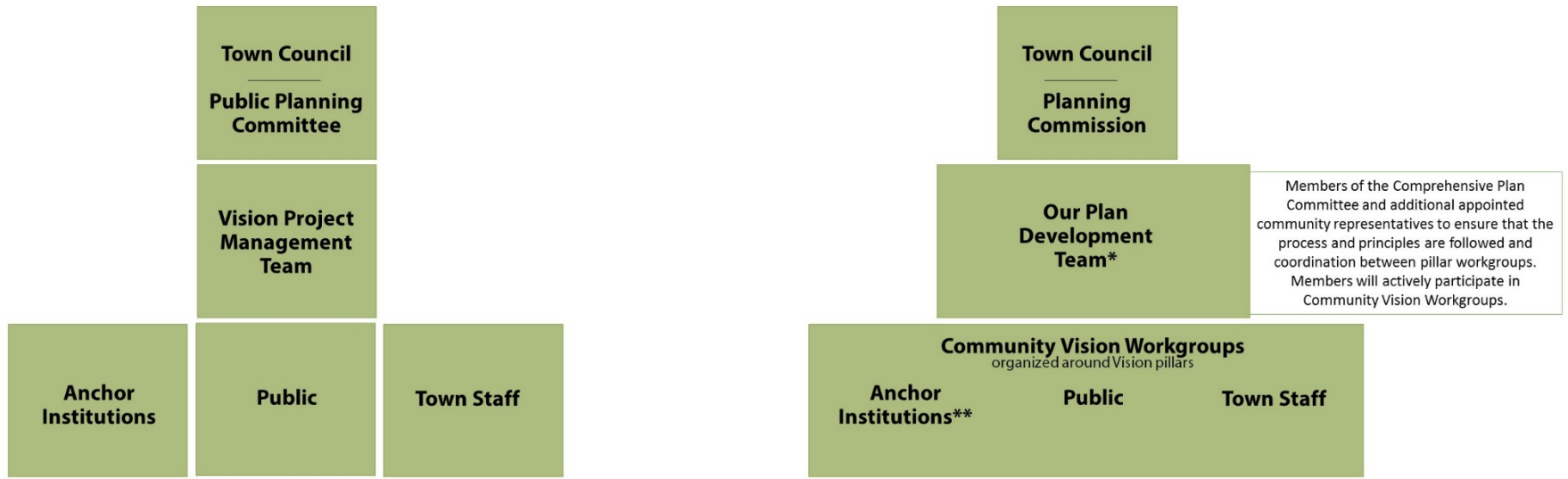
- Immediately begin work with the Planning Commission to launch the rewrite of the Comprehensive Plan;
- Appoint representatives from all sectors of the community who will ensure the process and principles are followed and coordinate between pillar workgroups;
- Identify, attract, recruit and leverage the public, experts, and other resources as needed;
- Leverage the extensive community feedback, data and resources from Vision Phase 1 to create the foundation of the Comprehensive Plan;
- Structure the renewed Comprehensive Plan around the Vision pillars, as opposed to the State-required elements that anchored previous plans;
- Expand the use of the communications tools from Phase 1 to include all available technology;
- Produce educational materials about the Vision, how it aligns with current priorities, and how it is being used to guide the Comprehensive Plan rewrite; and
- Host community celebrations around milestones/accomplishments throughout the process.

### 2020 Comprehensive Plan Schedule

July 2018	Aug 2018 – Nov 2019 (15 months)	December 2019	Dec 2019 – May 2020
Project Kickoff with Planning Commission	Working Groups; Continued Public Engagement Inventory of Existing Conditions Statement of Needs and Goals Implementation Strategies with Timeframes	Final Draft Plan	Review, Revise & Adopt Final Plan

08/23/2018

# Exhibit C



← Sponsored by the Our Plan Development Team →



**PHASE 1** Established a dynamic community engagement process and developed a Community Vision.

**PHASE 2** Establishing implementation strategies to advance the Community Vision by aligning policy changes and public and private action in a new Comprehensive Plan.

\* Draft group and activity names pending branding of new Comprehensive Plan effort.

\*\* Anchor Institutions include representatives from the fields of economic development, education, healthcare, non-profit/foundation, culture/arts, transportation, housing, environment, tourism/hospitality, public health, utility, etc.