



**Town of Hilton Head Island
Planning Commission Meeting
Wednesday, November 5, 2014
9:00 a.m. Benjamin M. Racusin Council Chambers
AGENDA**

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 and posted in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.
- 5. Approval of Agenda**
- 6. Approval of Minutes** – October 1, 2014 Meeting and October 13, 2014 Special Meeting
- 7. Appearance by Citizens on Items Unrelated to Today's Agenda**
- 8. Unfinished Business**
None
- 9. New Business**
 - a. Recommendation of 2015 Targets for Action to Town Council
Presented by: Shea Farrar
 - b. Adoption of the Planning Commission's 2015 Meeting Schedule
- 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 or more of their members attend this meeting.

TOWN OF HILTON HEAD ISLAND
Planning Commission Meeting
Wednesday, October 1, 2014
3:00p.m – Benjamin M. Racusin Council Chambers

Commissioners Present: Chairman David Bennett, Vice Chairman Alex Brown, Judd Carstens, Bryan Hughes, Jim Gant, Peter Kristian, Caroline McVitty, Barry Taylor and Todd Theodore

Commissioners Absent: None

Town Council Present: Kim Likins and George Williams

Town Staff Present: Heather Colin, Development Review Administrator
Jayme Lopko, Sr. Planner & Planning Commission Coordinator
Steve Riley, Town Manager
Charles Cousins, Director of Community Development
Jill Foster, Deputy Director Community Development
Brian Hulbert, Staff Attorney
Teri Lewis, LMO Official
Shawn Colin, Deputy Director Community Development
Kathleen Carlin, Secretary

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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 mailed and posted in compliance with the Freedom of Information Act and Town of Hilton Head Island requirements.
 5. **Approval of Agenda**
Commissioner Kristian made a **motion** to **approve** the agenda as submitted.
Commissioner Hughes **seconded** the motion and the motion **passed** with a vote of 9-0-0.
 6. **Approval of Minutes**
Commissioner Gant made a **motion** to **approve** the minutes of the Planning Commission meeting held on September 17, 2014 as submitted. Commissioner Kristian **seconded** the motion and the motion **passed** with a vote of 8-0-1.
Commissioner McVitty abstained from the vote due to her absence from the meeting.
 7. **Appearance by Citizens on Items Unrelated to Today's Agenda**
None

8. Unfinished Business

None

9. New Business

(Commissioner Judd Carstens and Commissioner Todd Theodore recused themselves from review of the following two New Business items due to professional conflicts of interest. Conflict of Interest Forms were completed and signed by Commissioner Carstens and Commissioner Theodore and attached to the record.)

1) Public Hearing

A request (A PUD Master Plan Amendment (major) application type), from Victor J. Mills on behalf of Shelter Cove Towne Centre, LLC and Shelter Cove II, LLC proposing to amend the Official Zoning Map by amending the PD-1 Zoning District, specifically the Palmetto Dunes Resort Master Plan, to change the density associated with the permitted multifamily uses. All other permitted uses and associated densities will remain unchanged. The properties are identified on Beaufort County District R520 Tax Map 12B as parcel 26 (Shelter Cove Towne Centre) and a portion of parcel 2 on Beaufort County District R520 Tax Map 12C (portion of Shelter Cove Community Park).

Chairman Bennett introduced the business item and opened the public hearing. Chairman Bennett discussed the procedure that the Planning Commission will follow in reviewing the following two items. The staff will make their presentation first and then the applicant will be invited to make their presentation. Following these presentations, Chairman Bennett will invite public comments. Chairman Bennett then requested that Ms. Heather Colin make her presentation on behalf of staff.

Ms. Colin presented a brief updated review of the project including the request to change the density associated with the permitted multi-family use. The commercial portion of the project has received approval for the Development Plan Review. The Design Review Board has also approved this portion of the plan. Many tenants in Shelter Cove Towne Centre are already open for business and many more are in the process of customizing their store space and getting ready to open.

Ms. Colin stated that the future Community Park is under construction and has received its required approvals. The redevelopment project and the commercial portion of the overall project have undergone numerous approvals and public meetings with Town Council, Public Facilities, Planning Commission, Parks & Recreation Commission, the Design Review Board, as well as pre-application meetings. The applicant is proceeding with their approved plans and approved permits. The project complies with the Town's Land Management Ordinance (LMO) as well as the Town's Design Guide. The project also complies with the Development Agreement.

The first request is the rezoning and the increase in the number of apartments. Following this business item, the staff and the Planning Commission will review the modifications made to the Development Agreement that are associated with the first

request. The applications under review today do not pertain to either the commercial work portion or the Community Park portion of the plan.

Ms. Colin stated that the first item is a request to increase the number of apartments from 210 to 240. The request also involves a shift in where these units would be located. On the west side of the property the units are proposed to decrease from 76 to 50 units. On the east side of the property they would increase from 134 units to a maximum of 210 units (this is the location of the current Shelter Cove Community Park). The aggregate total would not exceed 240 units. There are no other changes to other uses or densities associated with this project.

Ms. Colin stated that the Master Plan was amended and approved on October 16, 2012 through a Zoning Map Amendment process to allow for the multi-family units. Ms. Colin reviewed an overhead map showing the locations of the various properties. A total of 76 apartments are currently approved on the west side. The applicant is proposing to decrease that to a maximum of 50. The east side currently allows 134 units and would propose to increase to 210 units. This would allow some flexibility on the applicant's part to shift things around a bit as necessary.

The last action on this application was taken on October 16, 2012 where Town Council approved the rezoning of the Mall, as well as the associated Development Agreement. These items were brought forward by the Planning Commission at that time with a recommendation of approval. Following today's review the Planning Commission will either approval the request as submitted, approve the request with conditions, or disapprove the request.

At the end of July 2014, Town Council held a public workshop on the increased multi-family density and increase in height. The purpose of the July 2014 Workshop was to receive public comments. No action was taken by Town Council at that time. Following these comments, Ms. Colin briefly reviewed the six criteria:

Criteria 1: Consistency (or lack thereof) with the Town's Comprehensive Plan. This request has touched on many elements of the Plan - Housing Element, Community Facilities Element, Economic Development Element, Land Use Element and the Transportation Element. The staff finds that this plan is consistent with the Comprehensive Plan in these elements. Ms. Colin presented brief comments regarding the Town's revised Traffic Study. The revised Traffic Study addresses the additional dwelling units as well as the shift in location.

Ms. Colin stated that the revised Traffic Study indicates that there are existing transportation deficiencies. The resulting difference in the generated traffic from the 210 units to 240 units is very small and the recommended modifications remain relatively unchanged.

Criteria 2: The compatibility with the present zoning and conforming uses of nearby property and the character of the neighborhood. The staff finds that this request complies with the requirements of Criteria 2.

Criteria 3: Suitability of the property affected by the amendment for uses permitted by the district that would be made applicable by the proposed amendment. The staff finds that this request complies with the requirements of Criteria 3.

This area is a mix of uses including multi-family residential. The development in the vicinity is reviewed by the Town's Design Review Board according to the Town's Design Guide. Much of the area is also under the purview of private Architectural Review Boards.

Criteria 4: Suitability of the property affected by the amendment for uses permitted by the district applicable to the property at the time of the proposed amendment. The staff finds that this request complies with the requirements of Criteria 4.

Criteria 5: Marketability of the property affected by the amendment for uses permitted by the district applicable to the property at the time of the proposed amendment. The staff finds that this request complies with the requirements of Criteria 5.

The shift in the multi-family units further from the closest residential development (Newport) is an appropriate shift that lessens the impact on the existing neighborhood in the area. The additional 40 dwelling units are supported in the applicant's narrative and will provide more availability of apartments on the island.

Criteria 6: Availability of sewer, water and stormwater facilities generally suitable and adequate for the proposed use. The staff finds that this request complies with the requirements of Criteria 6.

There are existing utilities and facilities that are available for this development and the details for these facilities and modifications will be reviewed by staff as part of that development review.

While staff has some concerns over the additional trips that will be generated, the staff has determined that overall the application is consistent with the Comprehensive Plan and serves to carry out the purposes of the LMO based on the Findings of Fact and Conclusions of Law. Staff recommended that the Planning Commission forward the request to Town Council with a recommendation of approval.

Ms. Colin stated the next steps for the proposal. After the Planning Commission makes their recommendation to Town Council, the Town Council will hold a first reading and a second reading.

Ms. Colin encouraged interested parties to refer to the Town's website for up-to-date information on the Town Council meetings. Interested parties are also welcomed to contact Ms. Heather Colin directly for additional details. Ms. Colin provided the attending public with her business phone number and email address.

Ms. Colin stated that this application will undergo two reviews by the Design Review Board. The DRB will review the Conceptual plan for the project and they

will review the Final plan. This project will also be required to receive a Development Plan Review, where the staff will review all application details to make sure that they comply with the LMO and the Development Agreement. Following staff's presentation, Chairman Bennett requested that the applicant make his presentation.

Mr. Mark Senn, Blanchard & Calhoun, presented statements in support of the revised plan. At this time the developer is allowed to build 210 dwelling units with surface parking included. Based on the limitations on the land, the existing plan would require the developers to use about 42 parking spaces on Shelter Cove Lane as part of the parking. The average size of the dwelling units in the existing plan would be 950 sq. ft. to 1,000 sq. ft.

In support of the request for increased density and an increase in building height, Mr. Senn stated that the developer recently conducted a number of interviews with people who are interested in leasing luxury apartments. The Development Agreement for this project states that the units must be rented long term (over twelve months). The developer's goal is for a rental term of three or more years.

The developer's survey and questionnaire indicates that there is a market and a desire for larger size luxury apartments with covered parking in this location. With this in mind, the developer started to re-think their proposal for this location. Mr. Senn presented statements in support of the idea of structured parking. The structured parking concept is more expensive, but it has the advantage of no surface parking. The structured parking would be wrapped around the building, hardly visible, and aesthetically pleasing.

Mr. Senn discussed the input that they have received from the Newport Community and their request for decreased density in this area. The developer is looking for the Planning Commission's recommendation as to their preference for the existing plan or the revised plan. Following this discussion, Mr. Senn introduced Ms. Ellen Garland, member of the project's architectural firm.

Ms. Garland presented a brief overhead review of the existing plan and the revised plan. Ms. Garland presented statements regarding the proposed increase in the size of apartments and the structured parking. The new plan represents a long-term multi-generational interest in the community. The revised plan shows 1,600 square feet being proposed on the east side, and 1,800 square feet being proposed on the west side of the property.

Ms. Garland briefly reviewed some of the architectural elements, the structured parking, the public space, pathways, landscape features, pocket parks, and the marsh experience.

The plan is intended to energize the shops and the restaurants that are featured in the Shelter Cove Towne Centre. The plan is designed to maximize the potential of the site.

Following Ms. Garland's presentation, Chairman Bennett invited discussion by the Planning Commission.

Commissioner McVitty requested additional details regarding the context and the origin of the developer's survey and questionnaire. Mr. John Lee, Blanchard & Calhoun, presented statements in response to this question. The developer's survey and questionnaire indicates a new market in this area that shows a desire by some residents to downsize their homes. The survey further indicates that people living outside of the area are interesting in living on the island without the commitment of home ownership.

Commissioner Kristian presented comments regarding the original plan as it relates to the location of the Veteran's Memorial Park. Commissioner Kristian also presented statements regarding the second plan as it relates to the location of the Veteran's Memorial Park. Following these statements, Chairman Bennett requested public comments and the following were received:

(1) Mr. Philip Schembra presented statements in support of the new plan based on the location of the project and the high-quality of the project; (2) Mrs. Mary Amonetti presented statements in support of the new plan based on the structured parking, the need for large luxury apartments, and the quality of the project; (3) Mr. Peter Ovens stated that he supports the elimination of street parking. Mr. Ovens recommended that the applicant consider making several design changes to the plan including moving the location of the Veteran's Memorial Park to the west side of the project; (4) Mr. Bill Baker stated his opposition to the new plan based on the increase in building height and its negative impact on the existing marsh views at the Veteran's Memorial Park; (5) Ms. Barbara Hill-Newby stated her opposition to the new plan based on its negative impact on natural resources, traffic problems associated with the use, and a need to update existing housing on the island; (6) Mrs. Barbara Marhoffer stated her opposition to the plan based on its negative impact on bird habitat, walking space, the removal of trees, and existing rental housing on the island; (7) Mrs. Mary Alice Tarley presented statements in opposition to the revised plan based on the loss of natural resources specifically the rookery habitat for birds; (8) Mr. Lloyd Smith stated his opposition to the plan based on increased building height, blocked views of the water, additional traffic, and environmental concerns; (9) Mr. Robert Ochen stated that he is opposed to the new plan because the first plan is better based on the land use; (10) Ms. Maria Bolinder stated that she is opposed to the plan due to poor land planning, the need to protect natural resources, and a lack of complete information; (11) Mrs. Emily Ochen presented statements in concern of the plan's negative impact to the beauty of the island; (12) Mr. John Phelps presented statements in support of the revised plan. We have too much vacant, worn out commercial space on the island. The new plan represents progress, especially at the Shelter Cove Town Centre; (13) Ms. Jan Martin presented statements in support of the project and other new development at Shelter Cove Towne Centre; (14) Mr. Charles Davis presented statements in support of the project and the developer's efforts and cooperation, especially in responding to the concerns of the Newport Community; (15) Mr. Alf Nelson presented statements in support of the project primarily due to the developer's interest in working with the Newport Community. The structured

parking is a great idea; (16) Mr. Kevin Quat presented statements in support of the revised plan including the need for larger units and structured parking; (17) Ms. Angela Coleman presented statements in support of the project, the quality of the development, and structured parking; (18) Mr. Gordon Glenn, presented statements in support of the creativity and quality of the first plan. The model should stay four stories vs. five stories; (19) Mrs. Susan Murphy presented statements in opposition to the project due to its negative impact on natural resources, including the loss of trees, understory vegetation, and bird habitat; (20) Ms. Rose Anne Schaffer presented statements regarding the size of the park and the location of parking. Ms. Schaffer inquired about the procedure for monitoring the terms of long lease agreements; (21) Mrs. Sheila Johnson presented statements in support of the need for trees and expanded vegetation to screen the area. Adequate shade at the site will be especially important during the summer months; (22) Mrs. Fran Baer presented statements in concern of the loss of natural resources, the loss of oak trees, the loss of habitat diversity, and the excessive signage; (23) Mr. Kumar Viswanathan presented statements in concern of the island's existing aged commercial property and the need for revitalization. The revised plan is high quality and important for the community; (24) Mr. Joe Kopf presented comments in concern of the accuracy of the developer's survey. The developers have done a great job; the existing plan should be approved, however, because we do not need five story building at this location; (25) Mr. Paul Gibson presented statements in support of the need for luxury apartments on the island; (26) Mr. Jerry Kendall presented statements in concern of the light pollution associated with development on the island; (27) Ms. Emery Kinsey presented statements in support of the first plan because five story buildings are too high for the island; (28) Mr. Scott Foster stated that five story buildings already exists on the island. The new plan is high quality and should be approved; (29) Mr. Wes Jones presented statements regarding the quality of the project and his working relationship with Blanchard & Calhoun. Currently there is a dramatic lack of apartment space for young people on Hilton Head Island. The revised plan should be approved. This completed all public comments.

Mr. Senn expressed his appreciation to the public for their comments. Mr. Senn presented a brief history of the failed Mall at Shelter Cove in support of the plan. The developer stated that they have worked hard to create a better plan for this site – to create a relationship between the buildings and the water (a mixed use project with a park). The developer has tried to work with the community in response to their concerns, particularly regarding the loss of trees and the loss of understory vegetation. The developer has also tried to respond to requests for expanded views of the water. The developer stated that they will install additional trees and understory vegetation to lessen the impact of the site.

Commissioner Gant presented statements regarding the footprint of the proposed east side project as it compares to the footprint of the original building with street parking. Mr. Senn presented comments regarding the setting of rents and the rental policy. Chairman Bennett and Mr. Senn briefly discussed who will be responsible for monitoring the rental units.

Vice Chairman Brown and Mr. Senn discussed the issue of long-term rentals. Mr. Senn stated that the apartments cannot be converted to condos based on deed

restrictions. Vice Chairman Brown presented comments in concern of existing parking issues.

Vice Chairman Brown stated his concern that the project is coming together 'piece meal' because the parking issue has not been sufficiently addressed. Mr. Senn presented comments regarding special event parking.

Commissioner Taylor presented statements in support of the project for this location particularly related to the structured parking. Commissioner Kristian complimented the developers on the quality of the project, particularly their interest in working with the community. Commissioner Kristian presented statements related to the issue of building height. Ms. Colin stated that the by-right building height limit for the PD-1 Zoning District is currently 75-feet.

Commissioner Kristian presented statements related to the number of units planned for the east side structure - a four story building vs. the number of units planned for a five story building. Ms. Garland stated that the number of units is 42 units on each floor. Structured parking would not be viable for less than five stories. Structured parking is dictating part of the height.

Chairman Bennett and Mr. Senn discussed the issue of setting rents (high \$2,000 to low \$3,000 per month). Commissioner McVitty presented statements regarding the existing plan as it is seen today including comments regarding the loss of trees, excessive signage, and loss of bird habitat. A compromise will be needed.

Chairman Bennett stated his concern with the project being consistent with the Comprehensive Plan, specifically the Housing Element. How are we reconciling the high rents in this location with the goal of developing affordable housing on the island? Mr. Senn presented statements in response to the issue of rent amounts and affordability relative to other Hilton Head Island properties.

Commissioner Gant stated that, based on his own experience, the proposed rents are comparable with other rents on Hilton Head Island. Vice Chairman Brown stated that he agreed with Chairman Bennett's concerns with regard to the need for affordable housing opportunities on the island.

Chairman Bennett asked the developer how the additional 30 apartments will accomplish the goal of affordable housing. Mr. Lee Jones presented statements in response regarding the need for additional apartments on the island. Vice Chairman Brown presented statements regarding the rental rates for the smaller plan vs. the higher rental rates for the larger plan.

Chairman Bennett and Ms. Colin discussed several issues including the staff's overall analysis of the plan and its compliance with all elements of the Comprehensive Plan. Chairman Bennett asked the staff how they believe that the plan conforms to the Comprehensive Plan. Ms. Colin stated that she looked to the Community Development Department's Comprehensive Planning Division in determining the plan's conformance. Ms. Colin stated that the staff's determination included an analysis of all of the elements.

Chairman Bennett presented comments regarding the public-private partnership. Ms. Colin stated that the plan represents a much larger park than the first plan allowed. Chairman Bennett and Ms. Colin discussed the principles that are involved in the staff's determination (as related to the proposed increase in dwelling units).

Chairman Bennett and Ms. Colin discussed the proposed increase in apartment size. Chairman Bennett stated his concern with the massiveness of the project on a 4.9 acre site, particularly when considering the LMO Rewrite Committee's emphasis on protecting edge conditions. Ms. Colin clarified the space that would be potentially traded as part of the Town's land swap, which is approximately 5 acres in size. The height issue will be covered as part of the next business item.

Commissioner Taylor presented statements in support of the revised plan presented today. The revised plan is a good fit for this location, particularly when considering the structured parking. There are already other five-story buildings located in and around Shelter Cove. The structured parking is a big plus. The applicant's revised plans for the Newport Community is also a plus.

Commissioner Hughes stated that he agrees with Commissioner Taylor's statements with regard to density and building height. We are dealing with density units here and not square footage. The revised plan is appropriate for this particular site.

Commissioner Hughes stated that he appreciates the developer's efforts to accommodate the Newport Community. Public comments received from the Newport community and those living near Shelter Cove Town Centre have been positive, while public comments from other citizens living further away from this site are generally negative.

Commissioner Hughes stated that while affordable housing is needed on the island, this is not the best location for it. This is mixed use water front property and affordable housing probably is not a good fit for this location. The project revitalizes the site of the formerly failed Mall at Shelter Cove. It is a large improvement to the area.

Commissioner Gant presented statements in support of the issue of 30 additional units of density and height on the east side of the project. The project meets the terms of the Comprehensive Plan. The heights are comparable to what is already allowed on the site. The interior parking is a real plus because it frees up a lot of asphalt space. We have heard from citizens on both sides of this issue. Building design issues are not part of the purview of the Planning Commission, although the Planning Commission should make recommendations on these issues.

Commissioner Kristian stated that the Planning Commission's role is to decide on the issue of density and not the design of the project. Commissioner Kristian presented statements in some concern of the massing of the building and the water's edge. Tradeoffs are going to occur. We want to make this project a going concern - we make it make the project successful. We will have to leave it to the good

judgment of others to make sure that this project meets Hilton Head Island character.

Mr. Shawn Colin presented statements on behalf of the Comprehensive Planning Division. Mr. Colin presented statements regarding density, marsh views, natural resources, and land use. Mr. Colin stated that 42 acres (+/-) are involved in this project. The plan is consistent with the Comprehensive Plan. Chairman Bennett presented statements in concern of the additional density. Chairman Bennett asked how the staff will control restricting the size of the building. Commissioner Kristian asked the staff to respond to this issue.

Ms. Colin responded to this issue on behalf of the staff. Ms. Colin stated that the staff will forward all of the Planning Commission's specific concerns to Design Review Board, when the project reaches that level of review. The Planning Commission's concerns will also be forwarded on to Town Council.

Ms. Colin stated that two votes are required. The first vote is for the rezoning for 30 more residential units (no conditions can be attached to re-zonings). The second vote will be the Development Agreement which gets more into the specifics, especially with regard to height.

Chairman Bennett stated that while he supports economic development on the island, he does not believe that this project meets the intent of the Comprehensive Plan, particularly with regard to the Housing Element. Chairman Bennett stated that he believes the addition from four stories to five stories is too massive for this area. The project does not fit the vision for Hilton Head Island. At the completion of all public comments, Chairman Bennett closed the public hearing portion of the meeting.

Following final comments by the Planning Commission, Chairman Bennett requested that a motion be made. The Planning Commission will vote on the issue of density first. Building height will be voted on as part of the modifications to the Development Agreement.

Commissioner Hughes made a **motion** that the Planning Commission should **approve** the applicant's request to increase the density to from 210 to 240 units as presented by staff. Commissioner Gant **seconded** the motion and the motion **passed** with a vote of 4-3-0. Chairman Bennett, Vice Chairman Brown, and Commissioner McVitty were opposed to the motion.

As required by the Rules of Procedure, Chairman Bennett, Vice Chairman Brown and Commissioner McVitty must state their reasons for being opposed to the motion.

Commissioner McVitty stated that she is opposed to the motion because of the density issue. The project seems overwhelming due to its massive size for this location. The loss of natural resources associated with the project is also a concern.

Vice Chairman Brown stated that he is opposed to the motion due to his concern with a 'piece meal' approach to the project. There needs to be more of a partnership approach to this project because the project needs to make sense for the entire community. Additional details are needed for the project.

Chairman Bennett stated that he is opposed to the motion because he does not believe that the project fully conforms to the Comprehensive Plan. The five-story structure is too massive for the location along Broad Creek; the project does not fit the vision for Hilton Head Island.

At this point, the staff and the Planning Commission moved to the second item on the agenda.

- 2) Modifications to the Development Agreement for the Mall at Shelter Cove
Chairman Bennett introduced the item and requested that Ms. Heather Colin make her presentation on behalf of staff.

Ms. Colin stated that the Development Agreement is closely related to the first request. With the additional units, a change is necessary to the Development Agreement, specifically with regard to the height of buildings.

Ms. Colin presented a brief history of the Development Agreement. When the original Development Agreement was approved back in 2012, the Planning Commission reviewed the land use regulations as related to the project. There are no revisions at this time beyond the number of units (already voted on) and the height.

Following their review the staff recommended that the Planning Commission forward a recommendation of approval to Town Council. Ms. Colin stated that next steps for this process are two public hearings by Town Council. Following staff's presentation, Chairman Bennett requested comments by the applicant.

Mr. Senn presented brief comments regarding the modifications to the Development Agreement. Following these brief comments, Chairman Bennett requested public comments and the following were received:

- (1) Ms. Susan Murphy presented statements in opposition to the application;
- (2) Mr. Peter Ovens presented statements regarding the addition of acreage to solve the height issue;
- (3) Ms. Mary Amonetti presented statements in support of the application.

Following public comments, Chairman Bennett invited discussion by the Planning Commission.

Commissioner Hughes stated that the plan should be sensitive to the Veteran's Memorial Park. Commissioner Kristian and Chairman Bennett agreed with these comments. Chairman Bennett stated that the Planning Commission needs to preserve the character and the vision of Hilton Head Island. Chairman Bennett stated that a five-story building in this location is inappropriate for the area.

Mr. Senn responded to the concerns regarding the expanded plan and building height. Mr. Senn stated that the developer will not be able to build within the same envelope with structured parking with the existing plan. Mr. Senn stated that the Design Review Board will carefully review the design elements and will make any necessary design conditions part of their approval. Commissioner Gant stated that the increase in building height from 60-ft. to 75-ft. is in keeping with the standards of Hilton Head Island. We have already approved 75-ft. building height in other water front places on the island. Commissioner Taylor presented statements in support of the plan, particularly regarding the parking. Following final comments by the Planning Commission, Chairman Bennett requested that a motion be made.

Commissioner Hughes made a **motion** that the Planning Commission should **approve** the increase in building height from 60-ft. to 75-ft. The developer should take into consideration the comments and concerns presented today regarding the Veteran's Memorial Park. Commissioner Kristian **seconded** the motion and the motion **passed** with a vote of 4-3-0.

As required by the Rules of Procedure, Chairman Bennett, Vice Chairman Brown and Commissioner McVitty stated their reasons for being opposed to the motion.

Commissioner McVitty stated that she is opposed to the motion because the building height is inconsistent with the plan. Vice Chairman Brown stated that he is opposed to the motion for the reasons stated previously. The project is piece-meal.

Chairman Bennett stated that he is opposed to the motion because of the overall breadth of the project. Chairman Bennett stated that the modifications to the Development Agreement and overall scope of the project do not fit into our vision for Hilton Head Island.

(2) **Commission Business**

None

(3) **Chairman's Report**

None

12. **Committee Reports**

None

13. **Staff Reports**

Mrs. Lopko distributed copies of the meeting packet for the Special Planning Commission meeting on Monday, October 13, 2014 at 3:00p.m.

14. **Adjournment**

The meeting was adjourned at 12:25p.m.

Submitted By:

Approved By:

Kathleen Carlin
Secretary

David Bennett
Chairman

TOWN OF HILTON HEAD ISLAND
Special Planning Commission Meeting
Monday, October 13, 2014
3:00p.m – Benjamin M. Racusin Council Chambers

Commissioners Present: Chairman David Bennett, Vice Chairman Alex Brown, Judd Carstens, Bryan Hughes, Jim Gant, Peter Kristian, Caroline McVitty, Barry Taylor and Todd Theodore

Commissioners Absent: None

Town Council Present: Mayor Drew Laughlin, Lee Edwards, Bill Harkins, Kim Likins, and John McCann

Town Staff Present: Jayme Lopko, Senior Planner & Planning Commission Coordinator
Jennifer Ray, Urban Designer
Charles Cousins, Director Community Development
Shawn Colin, Deputy Director Community Development
Brian Hulbert, Staff Attorney

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 and posted in compliance with the Freedom of Information Act and Town of Hilton Head Island requirements.

5. Approval of Agenda

Commissioner Kristian made a **motion** to **approve** the agenda as submitted.

Commissioner Gant **seconded** the motion and the motion **passed** with a vote of 9-0-0.

6. Approval of Minutes

Commissioner Kristian made a **motion** to **approve** the minutes of the Special Planning Commission meeting held on September 24, 2014. Commissioner Gant **seconded** the motion and the motion **passed** with a vote of 9-0-0.

7. Public Comments on Items Unrelated to Today's Agenda

None

8. New Business

Please note: Commissioner Theodore recused himself from review of the following New Business item, Coligny District Improvements project, due to a professional conflict of interest. A Conflict of Interest Form was completed and signed by Commissioner Theodore and attached to the record.

In addition, Commissioner Gant disclosed that he is a volunteer board member on the Sandbox Children's Museum project. While there is no conflict of interest under the law, Commissioner Gant stated that he will refrain from any discussion concerning the Sandbox Children's Museum.

Coligny Area Improvement Project – presentation of Conceptual Master Plan and consideration of a recommendation on the plan to Town Council.

Chairman Bennett introduced the Coligny Area Improvement Project and stated that staff will present opening remarks on the Coligny Area Improvement Project. Former Planning Commission Chairman, Ms. Gail Quick, will then present a brief summary of the actions taken by the Planning Commission on this project up to this point. Chairman Bennett then requested that the staff begin their presentation.

Ms. Jennifer Ray presented opening statements on behalf of staff. In March 2014 Town Council adopted a resolution directing the staff to engage a consultant to prepare the plan and for the Planning Commission to develop a recommendation to Town Council. That resolution focused on six specific elements: (1) the Destination Park and playground; (2) surface parking; (3) Children's Museum; (4) streetscape improvements; (5) roadway and intersection improvements; and (6) pedestrian improvements.

The consultant will present the Conceptual Master Plan today. The staff recommended that the Planning Commission forward a recommendation to Town Council to approve the Conceptual Master Plan for the Coligny District Improvement Project, prepared by Wood + Partners, dated October 1, 2014. Ms. Ray stated that Ms. Gail Quick will now present background details on the Planning Commission's Workshop.

Ms. Gail Quick presented an overview of the Coligny enhancement project to explain how the Planning Commission arrived at the point that they are today. Ms. Quick stated that the process began in March 2014 when the Town Council passed a resolution authorizing the Planning Commission to hold workshops to receive public input on this public project.

Planning Commission members met with the staff to form a project team headed by Mr. Terry Ennis. The project team included Commissioners David Bennett, Alex Brown, and Tom Lennox. A format for the workshops known as Voice of the Customer (VOC), which is an industry-based practice approach was selected. The project team sent out invitations to the residents and businesses of the Coligny area. The first workshop was held on April 2, 2014 to obtain data and as much input on issues as possible. The workshops were well attended and well received by the public. A report on the workshops to the Planning Commission was presented on April 23, 2014, the next step in the VOC model approach. Ms. Quick presented the following issues:

a. Surface and other parking and bicycles improvements – consider parking area connectivity and circulation of larger Coligny area. Maximize parking – consider surface structured parking and transport options to maximize available land. Encourage walking and biking. Use pedestrian and bicycle friendly design techniques. Consider season fluctuation; consider parking in relationship to connectivity in circulation of larger Coligny area.

b. Streetscape, pedestrians and roadway intersection improvements - create a beach village character with a lowcountry look and feel. Maintaining lower structure heights and maintaining a similar amount of development – not dramatically increasing the amount of retail and hotel and resort uses. Plan for a larger Coligny area – not just Town properties. Consider pedestrian, bicycle and vehicular circulation and connectivity throughout the Coligny District. Provide alternate routes to Coligny Circle or more ways to egress and ingress the area. Create a sense of arrival to the Coligny District – create a gateway effect with increased plantings. Open and preserve views to the beach, focus on pedestrian safety, traffic calming, better ways of finding signage, more defined crosswalks, a better defined connections to parking, retail, and beach. Consider potential for elevated pedestrian crossings, evaluate the benefit of reconfiguring Coligny Circle into a square in conjunction with a larger gridded street network. Address problems at intersections and crossovers along Pope Avenue.

c. Destination park, playground, and Children’s Museum – highlight coastal island lowcountry character – create a natural feeling - featuring native plants with descriptors for education, design with visibility and safety in mind. Complement the existing beach access and mirror the design of Coligny Beach Park. Provide opportunities for multiple age groups, children through seniors, with handicap accessibility – include parking.

Destination park should include the following park elements: special event space for family or special events like Shelter Cove Band Shell and the Farmer’s Market. Large areas of open space for grass and shade. Handling for maintenance, trash and dumpsters - furnishings and features, pathway seating, swings, benches, interactive water feature, restrooms, shelter, sculpture, exercise stations, and emergency phone.

d. Children’s Museum - Provide 3,500 sq. ft. inside space; 1,500 sq. ft. of outdoor space for the Children Museum, adjacent to open space and playground. Consider a lowcountry look with porches, swings, and rocking chairs for the Children’s Museum. Create a unique playground design, not cookie cutter, for example, Harbour Town playground, treehouse, platforms, ropes, swings, sea-saw, etc., that can accommodate multiple age groups safely. Playground design to include drinking water fountains, seating for parents, adequate shade, and fence for safety and a coastal island beach theme. This is the input that was received from the community.

Ms. Quick stated that coordinating the workshops and input from the community represented a team effort including the Planning Commission, Coligny businesses and residents, and Town staff. The workshops were developed through a unique workshop concept brought forward by former Planning Commissioner, Terry Ennis. Ms. Quick encouraged the Planning Commission to continue using this working model for all public projects that are brought before the Planning Commission. This completed Ms. Quick’s presentation. Chairman Bennett thanked Ms. Quick for her presentation and then requested that the consultant make their presentation.

Ms. Kyle Theodore, Wood + Partners, made the presentation on behalf of the consultant. Ms. Theodore stated that Wood + Partners serves as the project team leader, landscape architects, and planners hired by the Town to assist with the Coligny District Improvement Project. At this time, Ms. Theodore introduced Mr. Todd Salvagin, Engineer, with SRS Engineering, to present the parking study for the project. Mr. Salvagin stated that SRS

Engineering has completed an assessment of the Town public beach parking facility located at Coligny Circle, just north of South Forest Beach Road and west of Pope Avenue.

The purpose of the study is to determine multiple factors; what supply of parking is provided at the existing facility, what parking demand occurs over a typical summer day and potential modifications to mitigate any parking and/or vehicle circulation issues.

The Town's public beach parking lot is a surface lot located in the northwest quadrant of the Pope Avenue at South Forest Beach Road intersection which is commonly referred to as the Coligny Circle. The parking lot is provided access/egress to/from Pope Avenue opposite Lagoon Road and egress only to South Forest Beach Road slightly skewed to the west of the Beach House Resort access drive. Total number of parking spaces (supply) was inventoried at 416 spaces, which included both ADA spaces as well as general purpose parking spaces.

Parking demand observations were collected for a total of six days; Thursday, June 12th; Saturday and Sunday, June 14th & 15th; Saturday and Sunday, June 21st and 22nd and Thursday, June 26th. These dates reflect two distinct time periods, the first three days reflect the 45th highest traffic periods which are consistent with the Town's LMO for traffic volumes and the second three days reflect a time period as provided by the Hilton Head Island-Bluffton Chamber of Commerce when the accommodations/hotel rooms have high occupancy rates.

Mr. Salvagin presented statements regarding parking supply vs. demand. During the days identified above (both weekday and weekend), counts were conducted within the Town parking lot between 9:00AM and 5:00PM. Actual numbers of occupied parking stalls were gathered for each 60-minute time intervals at the beginning of each hour of the survey.

Mr. Salvagin presented an overhead review of a Table showing the Parking Demand Counts, Town Public Parking at Coligny Beach. As illustrated in the table, supply at this parking lot is satisfactory during the weekday (Thursday). However, for weekends (both Saturdays and Sundays), multiple time periods indicate that the parking supply is not sufficient and demand exceeds the current number of provided parking stalls.

Further review of the information indicates that the main peak time periods are between the hours of 12 Noon and 4:00PM. These peak time periods are to be expected due to the fact that this parking facility is anticipated to serve the adjacent recreational Coligny Park. To put this demand in an annual estimate, during the summer months, demand is exceeding supply for approximately 9 – 10 hours per week (Saturday, June 15th, 4-hours & Sunday, June 21, 5-hours).

During the peak summer months (June, July and August) there are approximately 4 weeks per month, or a total of approximately 40-hours out of the peak summer months that parking demand exceeds supply within the Town's public beach parking lot.

During the completion of the parking surveys, it was observed that during the peak time periods when all of the legal parking stalls were occupied, many vehicles parked "illegally" on grass medians and islands as well as parked in drive aisles. While these vehicles are not formally accounted for in the above demand numbers, it is worth noting that up to 15

vehicles were observed to be illegally parked throughout the parking facility during peak time periods.

Recommendations:

The final phase of the analysis process is to identify potential measures to improve parking and/or traffic circulation within the Coligny parking facility.

1. Standard parking stall size: Currently the supply of parking within the Coligny lot includes a percentage of spaces that are under sized. Length and especially width of a parking stall is important for serving vehicles which are orientated towards recreating at a public beach. It is suggested that the standard parking stall provide a minimum width of 9-feet and a length of 18-feet (which is consistent with Town standards). This stall will provide space for the typical user of the parking lot with the loading and unloading of beach supplies, multiple occupants, etc.
2. ADA Parking Spaces: The Town facility currently includes several ADA parking spaces which are typically in close proximity to the southeast corner of the over-all parking lot (adjacent to the walkway crossing South Forest Beach Drive). To the south of Coligny Circle, there is a limited number of parking stalls, both ADA as well as standard size stalls. Given the proximity of the Town parking area to the beach and the proximity of the beach to the small parking area located to the south of Coligny Circle, it would be advantageous to re-work the small parking lot adjacent to the Coligny Beach Park to contain ALL of the required ADA spaces. This will provide the most accessible parking for ADA parking stall users and would potentially allow the restriping of the Town's parking lot to remove the current ADA spaces as long as Federal ADA criteria is being met.
3. Re-design Town's Parking Facility: As has been discussed with Planning Commission and Town Council, we are in agreement with the strategy to improve internal circulations of the current lot. This lot is circuitous which results in inefficiencies for not only vehicles circulating within the parking lot, but also parking lot layout. Improvements in the parking area design should remove the "one-way" aisles located in the easterly portion of the parking lot (closest to Pope Avenue) as well as improve the entry and exit aisles, throat and access points to the parking area. As part of this redesign, it is suggested that the existing exit only access to South Forest Beach become a two-way drive allowing both entry and exit of the parking facility.
4. Additional Parking Supply: The current supply of parking does not meet the demand for the 4-5 hour time period during the summer weekend days (Saturday & Sunday). Additional supply would improve the current deficiencies but the main question is, "How many spaces are needed to reasonably meet seasonal parking demand?" The sensitivity of this supply is not to provide parking supply to meet demand 100% of the time, but to rather reduce the number of intervals when demand exceeds the supply within the Town facility. In view of the current demand and based on observations at the Town's facility, it is suggested that the parking supply in this Town parking facility be increased by 75 – 100 additional spaces. This would result in a total supply of between 491 and 516 parking stalls within the Town facility or an 18 – 24 % increase in supply.

5. **Parking Management:** During peak seasonal usage, it may be prudent to staff the facility so that illegally parked vehicles no longer impact the usage of the parking spaces and circulation. Staff can also ensure that the stalls are being fully utilized by directing drivers to vacant parking spaces.

6. **Signage:** Directional signage for this facility as well as other Town beach parking facilities should be enhanced so that drivers can easily locate this Town facility. Wayfaring signage along U.S. 278 Business as well as along Palmetto Bay Road may be helpful as well as signage directly identifying the entrances to facilities may help drivers efficiently locate and utilize these public parking areas.

Mr. Salvagin and the Planning Commission discussed several issues including the traffic study, parking lots, parking counts, and peak occupancy rates. Following Mr. Salvagin's presentation and discussion by the Planning Commission, Ms. Theodore resumed her presentation with an in-depth overhead review of the Conceptual Master Plan. Ms. Theodore stated that the Conceptual Master Plan incorporates the elements presented by Ms. Gail Quick. The design was combined with the traffic and parking recommendations presented by Mr. Todd Salvagin.

Ms. Theodore stated that the plan is a long-range plan, something that would occur over time and as funds allow. The intent is to create a vision for the district that can act as a road map for future improvements that provides a cohesive target to the area to work toward.

Ms. Theodore presented details regarding parking arrangements including surface parking, structured parking at a future phase, and open air parking. Ms. Theodore discussed proposed improvements to the South Forest Beach corridor. Park with large open space fronting Pope Avenue, dual pathways along Pope Avenue, dual interior pathway for casual use with shade structures and arbor swings, framed views into the park, introduce small wetland area as foreground to the park with appropriate plantings.

Based on the public and Planning Commission input and in conjunction with the traffic and parking assessments, the consultant team prepared a Conceptual Master Plan for improvements within the Coligny District. Improvements are focused on:

- a. **roadway and intersection improvements** including Nassau Street extension, Lagoon Road signalization and extension, realignment of the parking lot entrance, and the addition of a signal on South Forest Beach Drive;
- b. **surface parking** including +/- 553 permanent parking spaces in the parking lot and on street parking which represents an increase of +/- 137 permanent useable parking spaces;
- c. the creation of a **destination park and playground** including a central event space for passive and event use, a perimeter trail network with exercise stations and interpretive signage/experiences, a band shell/pavilion (see attached 12), restroom/shelter with drop-off, and an adventure playground that is lowcountry and nature themed with separate areas for different age groups;
- d. a **children's museum** with +/- 3,500 sf indoor museum space and +/- 1,500 sf outdoor play space adjacent to dedicated parking;
- e. **streetscape improvements** on Pope Avenue and South Forest Beach Drive; and
- f. **pedestrian improvements** including new leisure trails and enhanced pedestrian crossings.

The Planning Commission and Ms. Theodore discussed several issues including the parking study, parking enhancement, parking redesign, and roadway improvements. Chairman Bennett invited public comments and the following were received:

1. Mr. Jack Daly, resident of Forest Beach, presented statements in support of the plan including idea of structured parking.
2. Mrs. Leslie Richardson presented statements in strong support of moving forward with the excellent plan.
3. Ms. Jenny Serratti also presented statements in strong support of the excellent plan.
4. Mr. Peter Ovens presented statements regarding the cost benefit of having a shuttle system vs. structured parking.
5. Ms. Gail Quick stated strong support for the plan and congratulated Ms. Kyle Theodore in incorporating the Planning Commission's recommendations into the excellent plan.
6. Mr. Henry Sanders presented statements in overall support of the proposed project. Mr. Sanders presented statements in concern of the structured parking concept.
7. Ms. Carla Remiggie presented statements in strong support of the plan, including the aesthetics of structured parking.
8. Mr. Jason Long presented statements in strong support of the proposed plan, with some conditions regarding parking issues.
9. Mr. David Martin presented statements in strong support of the plan.
10. Ms. Barb Fitzgerald presented statements in overall support of the plan, with some reservations regarding structured parking.
11. Ms. Barb Freeman presented statements in strong support of the excellent plan.
12. Mr. Frank Babel urged the Planning Commission to move forward with the excellent plan. Mr. Babel stated that he likes the idea of an island-wide shuttle service.

Following all public comments, Chairman Bennett invited discussion by the Planning Commission. The Planning Commission complimented the plan and encouraged Town Council to consider a cost benefit analysis of structured parking.

Chairman Bennett encouraged structured parking as a way of saving land for future use or additional green space. Commissioner Hughes complimented the plan and presented statements regarding a parking structure. The open air parking concept may be a good idea in the short term.

Vice Chairman Brown presented statements in support of an island-wide shuttle service. Vice Chairman Brown asked about next steps and the timeline involved in the process. Ms. Jennifer Ray presented statements with regard to next steps. The consultants are prepared to move forward with Phase 1 Design Work (based on the Planning Commission's recommendation and approval by Town Council). Vice Chairman Brown encouraged approval of the plan by the Planning Commission. Vice Chairman Brown recommended that Town Council move quickly with the recommendation made by the Planning Commission.

Commissioner Kristian requested clarification regarding the issue of structured parking. The plan before the Planning Commission today does not include structured parking. Chairman Bennett stated that he would like to request that Town Council give the concept of structured

parking some consideration with a cost benefit analysis included. Following final comments by the Planning Commission, Chairman Bennett requested that a motion be made.

Commissioner Taylor made a **motion** that the Planning Commission forward the Coligny Area Improvement Project plan as submitted to Town Council with a recommendation of **approval**. As part of the recommendation for approval, the Planning Commission recommended that Town Council consider a cost benefit analysis of structured parking within the district. The cost benefit analysis of structured parking should include the concept of an island-wide shuttle service. Commissioner Kristian **seconded** the motion and the motion **passed** with a vote of 8-0-0.

13. Adjournment

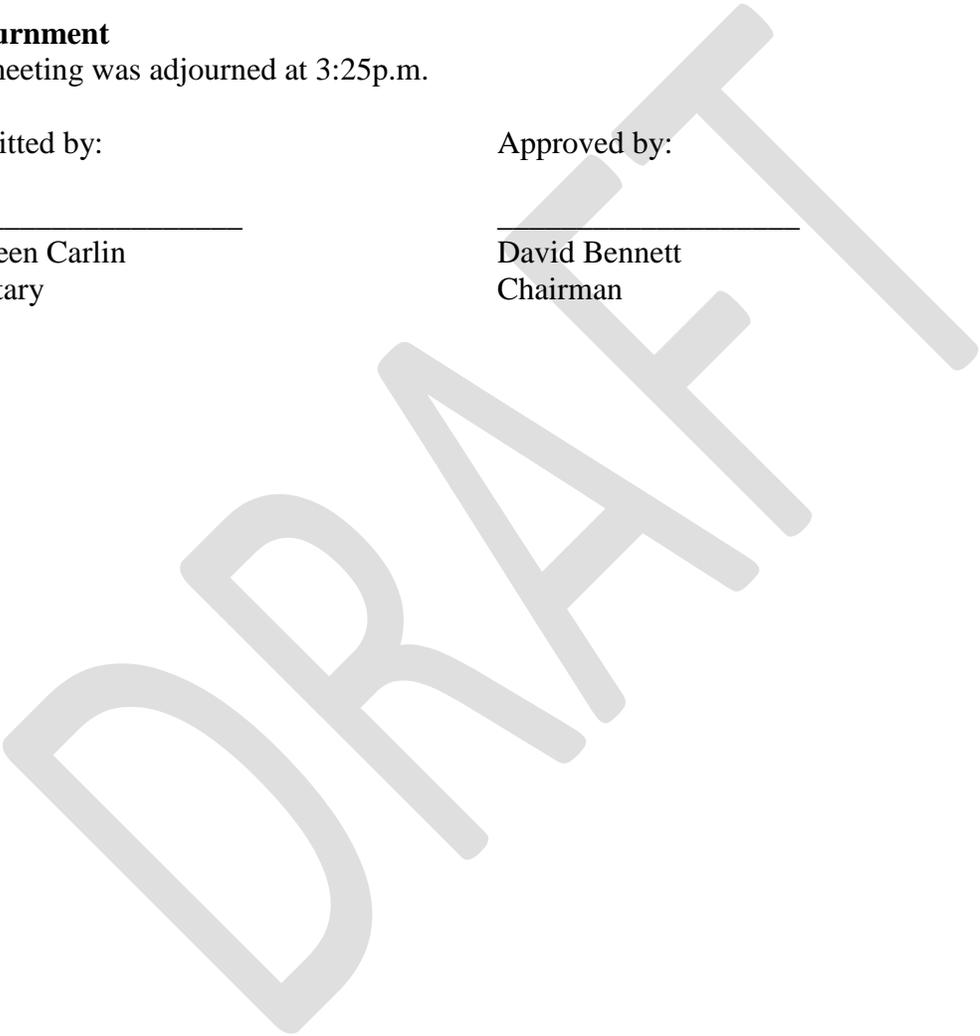
The meeting was adjourned at 3:25p.m.

Submitted by:

Approved by:

Kathleen Carlin
Secretary

David Bennett
Chairman



Memo

To:	Planning Commission
VIA:	Shawn Colin, AICP, Deputy Director of Community Development
VIA:	Judd Carstens, Chairman, Comprehensive Plan Committee
FROM:	Shea Farrar, Senior Planner
Date:	October 15, 2014
Re:	Town Council 2015 Targets for Action Recommendations

Staff Recommendation

Staff requests the Planning Commission review the recommendations from the Comprehensive Plan Committee for the 2015 Targets for Action and approve a final list of recommendations to forward to Town Council for consideration when planning their 2015 Targets for Action. The Committee's recommendations are included as Attachment "A", with supporting information in Attachment "B".

Summary

Town Council holds an annual retreat at the end of each year for planning the next calendar year's work efforts or Targets for Action. Each year, the Planning Commission submits recommendations on next year's priorities to Town Council, in advance of the retreat, for their consideration when planning these goals. In order to do this the Comprehensive Plan Committee (CPC) of the Planning Commission provides recommended priorities to the Commission. After review and approval by the Planning Commission, the final list of recommendations is forwarded to Town Council.

Background

On September 3, 2014, the CPC met to begin developing recommendations for Town Council to consider when planning the 2015 Targets for Action. The Committee reviewed Town Council's current Targets for Action and discussed the status of current efforts. On September 17, 2014, the CPC further refined this list. A final list of recommendations was completed and approved on October 13, 2014 by the Committee to forward on to the Planning Commission for review. Once approved by the Planning Commission, the recommendations will be provided to Town Council.

Recommendations for 2015 Targets for Action

1. Coligny

- Adopt concept plan.
- Broadly communicate with community and publish implementation timeline.
- Begin phase one design and permitting.
- Implement short term parking solutions associated with existing lot and 'bone yard'.

2. USCB

- Broadly communicate with the community on the project.
- Finalize USCB agreement and publish timeline.
- Implement Phase I: Demolish existing structures and make roadway improvements.

3. Island Traffic Study

- Develop a traffic plan for the Island that:
 - Identifies what transportation improvements are needed to the Sea Pines Circle area for the USCB project.
 - Evaluates traffic congestion and potential improvements in the Coligny and Shelter Cove areas.
 - Evaluates the impact of zoning changes on the Island's high density and initiative areas.

4. LMO Implementation

- Initiate work to further define initiative areas.
 - Mitchelville/Port Royal Sound
 - Stoney
 - Squire Pope/Gum Tree/Wild Horse
 - Skull Creek Frontage
 - Cross Island Parkway
- Conduct neighborhood focus groups to begin identifying needs.
- Implement suggestions/recommendations.
- Start with most visible (Mitchelville)
 - Cultural/Historic Resources
- Explore Public/Private Collaborations in coordination with Economic Development Corporation.

5. Comprehensive Plan Update

- Execute 5-year update.
- Special emphasis on updating goals and strategies to improve local waterway quality.
- Consideration and strategies for providing community safety services to dirt road accessed parcels.

Attachment B

Comprehensive Plan Support - CPC Recommendations for 2015 Targets for Action

1. Coligny

Long overdue improvements to the Town owned Coligny properties, facilitated by TIF monies, will service the community and visitors, improving recreation opportunities, Town brand, and access to our main natural resource, the beach (Natural Resources). The work at Coligny ties directly to Comp Plan elements of Community Facilities and Recreation, while supporting strategies for Land Use, Population and Priority Investment. The development process needs a clear timeline and scope, accessible and readily communicable to the public, ensuring community buy-in and ownership. The work in this area is critical and wide-reaching to the quality of life of locals and visitors, and will encourage additional private district-wide infrastructure and facility improvements long overdue in the aging structures and traffic patterns.

- Community Facilities
- Population
- Land Use
- Recreation
- Priority Investment
- Natural Resources

2. USCB

The most vibrant, diverse and culturally active communities across our nation share a common element - sources for higher education that are accessible and provide for multiple connections to community life. Supporting the re-establishment of USCB on the island, coupled with the Osher Life Long Learning Center, will provide year round visitation, participation, and enhancement of the island cultural offerings. Public investment and ownership requires public visibility and participation, essential to community buy-in on any project, especially so on such an impactful site and program. The work with USCB supports Comp Plan strategies for Community Facilities, Recreation, while the re-use of office building site ties into Land Use and Population strategies. Finally, the incorporation of TIF monies is a direct connection to Priority Investment by the Town.

- Community Facilities
- Population
- Land Use
- Recreation
- Priority Investment

3. Island Traffic Study:

Understanding the traffic and circulation impacts for current and future projects in a community defined by finite traffic patterns is critical to the long term success of land planning and quality of life for citizens and visitors. The Town regularly performs traffic counts per the Comp Plan, but additional steps need to be taken as areas of the island become newly developed or redeveloped with both public and private funds. The island takes pride in the expansive bike network, but the automobile is still the primary mode of transportation, and with the limited circulation network, in part through natural barriers and gated development, every effort must be made to make systems as efficient as possible. The development of a traffic study supports the Housing, Population and Land Use aspects of the Comp Plan while being impacted by the emphasis on utilizing and celebrating Cultural Resources and Natural Resources.

- Housing

Attachment B

- Cultural Resources
- Natural Resources
- Population
- Land Use

4. LMO Implementation

The recently rewritten LMO will be in full implementation in 2015, providing opportunities island-wide for redevelopment and emphasis on often overlooked areas. Through the LMO, initiative areas in the northern half of the island will need further consideration and definition, and activity best facilitated through community workshop and discussion. Using the resources and population of each district, greater inter-community connectivity and physical and cultural needs can be achieved. The initiative areas represent underutilized populations, missed cultural enrichment opportunities, and diversification of the overall character of the island. Addressing the LMO and initiative areas, the Comp Plan can support vast strategies in Natural Resources, Cultural Resources, Population, Housing, Land Use, Community Facilities, Recreation and Priority Investment.

- Natural Resources
- Cultural Resources
- Population
- Housing
- Community Facilities
- Land Use
- Recreation
- Priority Investment

5. Comprehensive Plan Update

2015 represents the 5-year update to the Comprehensive Plan by Town staff. The Comp Plan updates will address the current trends of the Town in regards to island-wide land use and population patterns, while emphasizing the cultural and natural resources that make Hilton Head a unique destination for visitors and home for locals. The Planning Commission recommends special consideration be taken in strategies to address the improvement and preservation of the water and wetland quality of our local waterways, mainly Broad Creek, but also the numerous creeks and marshes that protect and beautify our island. Considering that any area behind the beach dune line along the beach drains to Broad Creek or one of the other numerous tributaries. Their importance to our quality of life should never be overlooked. Additional consideration should be taken by Town Council in the Comp Plan update to provide improved emergency service access to those parcels accessible by unimproved roads. In the past, the Town has made steps to pave and improve roads to parcels in efforts to support emergency vehicles, and the strategy going forward for these types of parcels needs to be re-addressed and improved. The Comp Plan update will support all eight aspects: Natural Resources, Cultural Resources, Population, Housing, Land Use, Community Facilities, Recreation and Priority Investment.

- Community Facilities
- Population
- Land Use
- Recreation
- Priority Investment
- Cultural Resources
- Natural Resources
- Housing

The Town of Hilton Head Island

PLANNING COMMISSION

2015 Meeting Schedule

Application for changes to Zoning Maps or Master Plan Maps, Public Project Reviews, Major Traffic Analysis, Street Names and LMO Text Amendments are heard by the Planning Commission on the **first** and **third** Wednesdays of each month.

The **first meeting** of each month **begins at 9:00am**. The **second meeting** of each month **begins at 3:00pm**. All meetings are held in Council Chambers at Town Hall, One Town Center Court. Changes to meeting dates and times will be posted.

PUBLIC MEETING DATES	APPLICATION DEADLINES
January 7, 2015 * January 21, 2015	December 9, 2014 * December 23, 2014
February 4, 2015 * February 18, 2015	January 6, 2015 * January 20, 2015
March 4, 2015 * March 18, 2015	February 3, 2015 * February 17, 2015
April 1, 2015 * April 15, 2015	March 3, 2015 * March 17, 2015
May 6, 2015 * May 20, 2015	April 7, 2015 * April 21, 2015
June 3, 2015 * June 17, 2015	May 5, 2015 * May 19, 2015
July 1, 2015 * July 15, 2015	June 1, 2015 * June 16, 2015
August 5, 2015 * August 19, 2015	July 7, 2015 * July 21, 2015
September 2, 2015 * September 16, 2015	August 4, 2015 * August 18, 2015
October 7, 2015 * October 21, 2015	September 8, 2015 * September 22, 2015
November 4, 2015 * November 18, 2015	October 6, 2015 * October 20, 2015
December 2, 2015 * December 16, 2015	November 3, 2015 * November 17, 2015

* 3:00p.m meeting

All applications for review by the Planning Commission must be received by the Community Development Information Center a minimum of thirty (30) days prior to the public meeting date. Please refer to Chapter 3 of the Town's Land Management Ordinance for additional information.