



**Town of Hilton Head Island  
Planning Commission Meeting  
Wednesday, February 17, 2016  
3:00p.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, 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** Regular Planning Commission Meeting – February 3, 2016
- 7. Appearance by Citizens on Items Unrelated to Today’s Agenda**
- 8. Unfinished Business**  
None
- 9. New Business**
  - A. STDV-2186-2015** – Lorena Chavira has applied to name a new vehicular access easement located off of Wild Horse Road that will provide access to five new mobile homes. The proposed name is Falabella Manor. *Presented by: Suzanne Brown*
  - B. STDV-0075-2016** – Mark Tate has applied to name a new vehicular access easement located off of Bluebell Lane that will provide access to three new homes. The proposed name is Sky View Manor. *Presented by: Suzanne Brown*
- 10. Commission Business**
- 11. Chairman’s Report**
- 12. Committee Report**
- 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, February 3, 2016**  
**3:00p.m. – Benjamin M. Racusin Council Chambers**

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

Commissioners Absent: Lavon Stevens

Town Staff Present: Shawn Colin, Deputy Director of Community Development  
Jill Foster, Deputy Director of Community Development  
Brian Hulbert, Staff Attorney  
Darrin Shoemaker, Traffic & Transportation Engineer  
Jayme Lopko, Senior Planner & Board Coordinator  
Anne Cyran, Senior Planner  
Teri Lewis, LMO Official  
Heather Colin, Development Review Administrator  
Eileen Wilson, Sr. Administrative Assistant

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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, posted, and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.
- 5. Approval of Agenda**  
Chairman Brown stated that due to the large turnout for today's public hearing, the Commission will move the Unfinished Business agenda item to take place after the public hearing. The Planning Commission **approved** the **amended** agenda by general consent.
- 6. Approval of Minutes**  
The Planning Commission **approved** the minutes of the January 20, 2016 meeting as presented by general consent.
- 7. Appearance by Citizens on Items Unrelated to Today's Agenda**  
None
- 8. Unfinished Business**  
**Annual Traffic Report - Planning Commission Action on Memo to Town Council –**  
moved to follow new business

9. **New Business**

**PUBLIC HEARING**

**ZA-2193-2015** - Bonnie Lowrey applied to amend the Official Zoning Map by amending the PD-1 (Planned Development Mixed-Use) Zoning District, specifically the Hilton Head Plantation Master Plan, to increase the residential density allowed on the subject properties. The subject properties include a parcel with the Old Fort Pub and a parcel with an art store, addressed as 63 and 61 Skull Creek Drive, respectively, one non-addressed parking lot, and one undeveloped parcel near Skull Creek Drive. The subject parcels are further identified on Beaufort County Tax Map 3, as Parcels 34, 46, 79, and 83.

The density currently available on the subject properties is 8 residential dwelling units per acre (22 units total) and 8,000 square feet per acre (22,000 square feet total) of limited commercial uses. This application will increase the residential density allowed to 20 dwelling units per acre (55 units total). This application will not change the amount of commercial density allowed on the properties.

Ms. Anne Cyran gave an in-depth presentation of the application. Ms. Cyran concluded by stating that Town staff recommends that the Planning Commission recommend approval to Town Council of this application which includes amending the Official Zoning Map by amending the Hilton Head Plantation Master Plan to increase the allowed residential density from 8 dwelling units to 20 dwelling units per acre. Though the proposed rezoning meets the required criteria, staff has concerns which can be found on page two of the staff report of this application.

The applicant, Mrs. Lowrey, stated that she is asking that the permitted residential density on this tract of land be increased from 8 units per acre to 20 units per acre which is in conformance with the adjacent properties. Mrs. Lowrey stated that for her to plan anything further without knowing what density the Town will approve for this property is not economically feasible. Once she has documented guidance as to the density, she can then move forward with concrete plans, drawings and submissions to the Town for approvals as the process unfolds.

**At: 9:40 a.m. Chairman Brown opened the Public Hearing for public comments:**

The concerns expressed by the residents of Hilton Head Plantation was that the current zoning density of 8 units/acre should be maintained; they believed this area was protected from changes that could negatively impact their quality of life and property values; residents were upset that they have no idea what Mrs. Lowrey intends to do with this property because no specific plan has been put forth. The following people signed in and spoke to the Commission in opposition of the proposed zoning application:

Paul Koepke  
Jim Fullam  
Lisa Menni  
Peter Korde  
Margaret Conn

Linda Piekut, Executive Director of Heritage Library  
Jeanne Galantte  
Philip Sine  
Jim Colere  
Jim Allerto  
Bob Mackenzie  
Ed Mankis  
Lisa Ennis on behalf of the Indian Springs Homeowners Association

**At 10:20 a.m. Chairman Brown closed the public comment**

The Planning Commissioners all expressed concern over the density of this proposal and that 20 units is too much for this location. This proposed application being so close to historic Fort Mitchel will bring a damaging impact to the area of Fort Mitchel and a possible negative impact to the area. The Commissioners did empathize with the applicant but urged Mrs. Lowrey to meet with her neighbors to come to satisfactory agreement.

After much discussion, Chairman Brown addressed Mrs. Lowrey stating that from the Commissioners comments, it appears we will not be approving the proposed 20 dwelling units and once this Commission makes a motion and takes a vote, it will then go to Town Council and if Town Council denies the application, you will have a waiting period of up to one year before you can reapply unless you make significant changes to the application.

Chairman Brown suggested to Mrs. Lowrey that she may want to take the recommendation of the Commission to have further conversations with the surrounding property owners.

Mrs. Lowrey said to the Commission that she would like to request her application be withdrawn.

Mr. Kristian made motion to **accept** Mrs. Lowrey's request to withdraw application **ZA- 2193-2015**. Mr. Taylor **seconded** the motion. The motion **passed** with a vote of 8-0-0.

**Unfinished Business**

**Annual Traffic Report - Planning Commission Action on Memo to Town Council**

Chairman Brown thanked Mr. Shoemaker for the traffic report he presented at the January 20, 2016 Planning Commission meeting. Since that meeting, the Commissioners submitted to Town staff their comments and recommendations for the traffic report. Town staff compiled the comments and put into a memorandum.

Mr. Kristian made a **motion** to submit the traffic report along with the memo containing their recommendations to Town Council for their approval. Mr. Gant **seconded** the motion. The motion **passed** by a vote of 8-0-0.

**10. Commission Business – None**

**11. Chairman's Report - None**

**12. Committee Report:**

Mr. Gant reported that the Circle to Circle Committee has a signed contract with a consultant who will be here next week. The first meeting with Circle to Circle will be on February 10 to lay out a detailed work plan to bring their role to closure by the end of April. Circle to Circle Committee has a long session meeting scheduled for February 24, 2016 to get into the details of traffic volume projections out through 2030 and proposed mitigations so this will start to come to closure in next the 90 days. The Circle to Circle Committee will report back to the Planning Commission.

Mr. Hughes reported that the Capital Improvements Program Committee met on Thursday, January 28, 2016 and finalized our list of recommendations for Fiscal Year 2017. Planning Commission will see that list of recommendation March 2, 2016.

**13. Staff Reports - None**

**14. Adjournment - The meeting was adjourned at 11:02 p.m.**

Submitted By:

Approved By:

\_\_\_\_\_  
Eileen Wilson, Secretary

\_\_\_\_\_  
Alex Brown, Chairman



**TOWN OF HILTON HEAD ISLAND  
COMMUNITY DEVELOPMENT  
DEPARTMENT**

One Town Center Court | Hilton Head Island, SC 29928 | 843-341-4757 | FAX 843-842-8908

**STAFF REPORT VEHICULAR ACCESS  
EASEMENT NAME APPLICATION**

Case #:	Meeting:
STDV-2186-2015	February 17, 2016

Parcel Data or Location:	Applicant/Agent
R510 007 000 0401 0000	Lorena Chavira PO Box 22313 Hilton Head Island, SC 29925 843-415-5677

**Application Summary:**

**STDV-2186-2015** – Lorena Chavira has applied to name a new vehicular access easement located off of Wild Horse Road that will provide access to five new mobile homes. The proposed name is Falabella Manor.

**Staff Recommendation:**

Staff recommends the Planning Commission approve the Falabella Manor vehicular access easement name application based on the review criterion outlined in the Land Management Ordinance and enclosed herein.

**Background:**

Mrs. Chavira has proposed the name Falabella Manor to access a new five lot subdivision off of Wild Horse Road. This will keep with the horse theme because the Falabella is one of the smallest horses in the world. There are also few other horse streets located off Wild Horse including Mustang Lane and Bronco Crossing. Here are a few fun facts about the Falabella horse. It originated in Argentina through a breeding program developed by Patrick Newhall. After his death, it was passed on to his nephew, Juan Falabella, who added additional breeds like the Welsh and Shetland Pony. The small horses average about 28-34 inches in height and can be used to pull small carts, in horse shows and even guide animals. This would keep with the character with the area and Fire Rescue has no conflicts with the name.

***As set forth in LMO section 16-2-103O.3.d, Decision-Making Body Review and Decision, the Commission shall hold a meeting and make a final decision on the application based on the standards in Section 16-2-103.O.4, Street/Vehicular Access Easement Review Standards.***

**Summary of Facts and Conclusions of Law:**

*Criteria A: No new street or vehicular access easement, or propose modification of the name of an existing street or vehicular access easement, shall duplicate, be phonetically similar to, or in any way be likely to be confused with an existing street or vehicular access easement despite of the use of prefixes or suffixes.*

**Town Staff, Fire & Rescue Dispatch and Beaufort County Dispatch have determined that the proposed Falabella Manor meets the requirements of this criterion.**

*Criteria B: Names shall be simple, logical, easy to read and pronounce and are clear and brief. Use of frivolous or complicated words or unconventional spellings in names shall not be approved.*

**Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that the proposed Falabella Manor meets the requirements of this criterion.**

*Criteria C: It is desirable to use names that have some association with Hilton Head Island and specifically with the immediate location of the street or place, such as reference to local history or physiographic features.*

**Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that the proposed Falabella Manor meets the requirements of this criterion.**

*Criteria D: Use of a common theme is recommended for names of streets that are associated with one another, such as those within a residential development.*

**Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that this does not apply to this application.**

*Criteria E: Streets or vehicular access easements that continue through an intersection should generally bear the same name, except where the street crosses a major arterial or where existing address points on a street require that the street given a different name.*

**Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that this does not apply to this application.**

*Criteria F: A street or vehicular access easement making an approximate right-angle turn where there is no possibility of extending the street or vehicular access easement in either direction shall be considered to be continuous and continue the same name. Where there is a choice of direction or a possibility of extending either section in the future, such configuration shall be considered to be an intersection and the street/easement segments extending from the intersection shall bear different names.*

**Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that this does not apply to this application.**

*Criteria G. New or modified street names should generally use Drive, Lane, Place, Road, Street or Way as suffixes. The following street designations should only be used if the street design meets one of the following descriptions: This list is not intended to limit the use of other appropriate suffixes.*

- 1. Alley--A street providing access to the rear of lots or buildings, usually as a secondary means of access to a property.*
- 2. Avenue--A street that is continuous.*
- 3. Boulevard--A street with a landscaped median dividing the roadway.*
- 4. Circle--A street with a complete loop on the end or a side street that intersects another street at two adjacent intersections.*
- 5. Court--A street terminating in a cul-de-sac, not longer than 1,000 feet in length.*
- 6. Extension--A section of street forming an additional length.*
- 7. Parkway--A street designated as a collector or arterial road, with a landscaped median reflecting the parkway character implied in the name.*

**Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that this does not apply to this application.**

*Criteria H. The suffixes Manor, Trace and Common shall typically be used to name vehicular access easements.*

**Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that Falabella Manor meets the requirements of this criterion.**

*Criteria I. Where natural barriers, intervening land uses, or developments that break an existing street into two separate streets that are not likely to be reconnected in the future, the streets shall be named in a manner that considers the potential economic impact of the number of address points and type of addresses impacted.*

**Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that this does not apply to this application.**

**PREPARED BY:**

SB  
\_\_\_\_\_  
Suzanne Brown  
*Addressing Technician*

February 8, 2016  
\_\_\_\_\_  
DATE

**REVIEWED BY:**

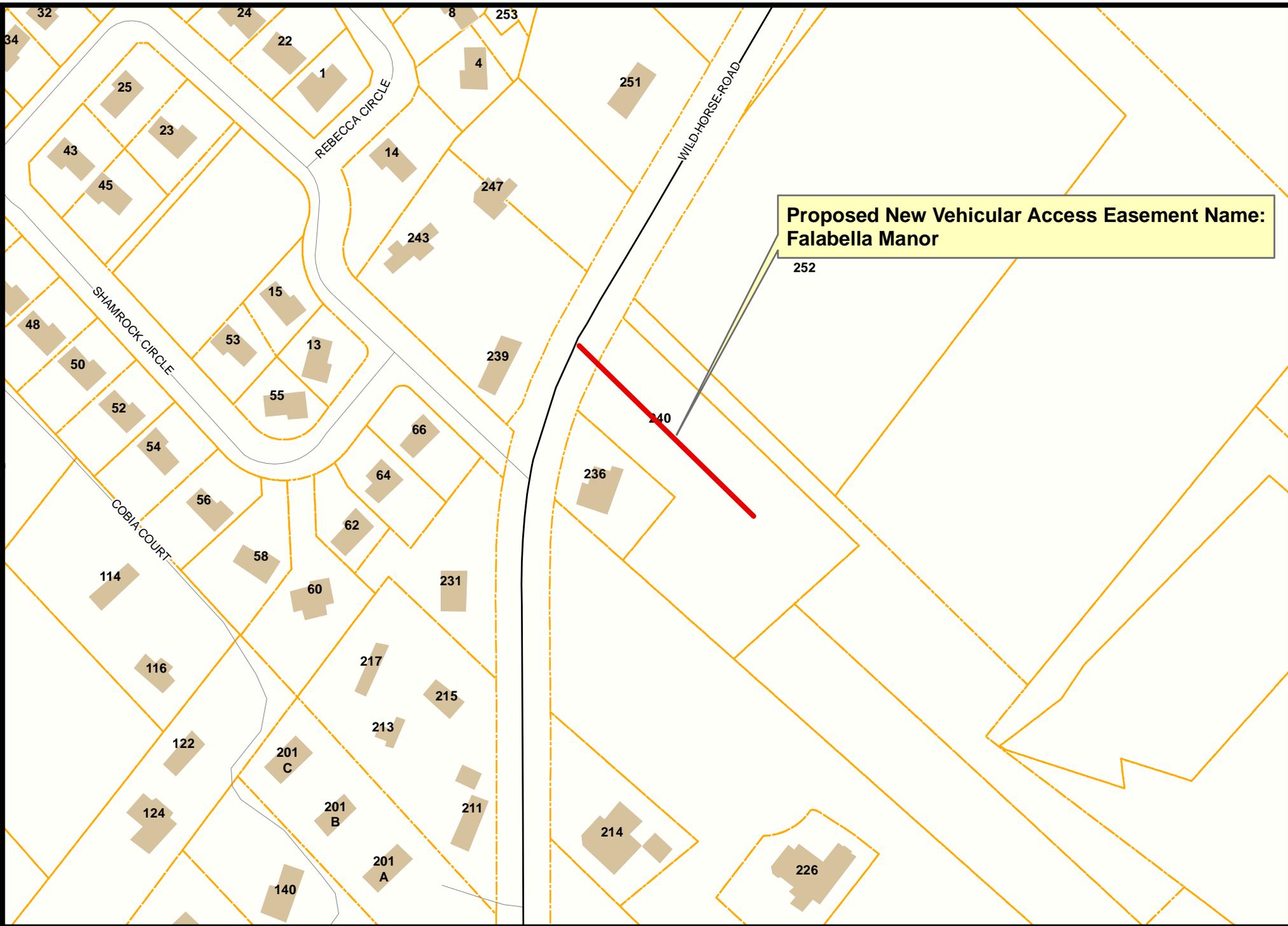
RL  
\_\_\_\_\_  
Randy Lindstrom  
*Administrative Battalion Chief*

February 8, 2016  
\_\_\_\_\_  
DATE

**REVIEWED BY:**

JL  
\_\_\_\_\_  
Jayme Lopko, AICP  
*Planning Commission Coordinator &  
Senior Planner*

February 8, 2016  
\_\_\_\_\_  
DATE



**Proposed New Vehicular Access Easement Name:  
Falabella Manor**



This information and the map have been compiled from a variety of sources and it is intended to be used only as a guide. It is provided without any warranty or representation as to the accuracy or completeness of the information. The Town of Hilton Head Island assumes no liability for the accuracy or completeness of the information or any losses or damages resulting from its use.



**Proposed New Vehicular Access Easement Name:  
Falabella Manor**





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COMMUNITY DEVELOPMENT  
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**STAFF REPORT VEHICULAR ACCESS  
EASEMENT NAME APPLICATION**

Case #:	Name of Project or Development:	Meeting:
STDV-0075-2016	Bluebell Estates	February 17, 2016

Parcel Data or Location:	Applicant/Agent
R510 011 000 0131 0000	Mark Tate Tate Design Group 1821 Curtis Drive North Augusta, SC 29841 803-226-7979

**Application Summary:**

**STDV-0075-2016** – Mark Tate has applied to name a new vehicular access easement located off of Bluebell Lane that will provide access to three new homes. The proposed name is Sky View Manor.

**Staff Recommendation:**

**Staff recommends the Planning Commission approve the Sky View Manor vehicular access easement name application based on the review criterion outlined in the Land Management Ordinance and enclosed herein.**

**Background:**

Mr. Tate has proposed the name Sky View Manor to access a new three lot subdivision off of Bluebell Lane. As we all know from living here, Hilton Head Island has beautiful sunrises, sunsets and sky views. The developer is trying to show case this aspect of the island by bringing awareness of the sunny skies and star filled nights. This would keep with the character of the island and Fire Rescue has no conflicts with the name.

***As set forth in LMO section 16-2-103O.3.d, Decision-Making Body Review and Decision, the Commission shall hold a meeting and make a final decision on the application based on the standards in Section 16-2-103.O.4, Street/Vehicular Access Easement Review Standards.***

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**Town Staff, Fire & Rescue Dispatch and Beaufort County Dispatch have determined that the proposed Sky View Manor meets the requirements of this criterion.**

*Criteria B: Names shall be simple, logical, easy to read and pronounce and are clear and brief. Use of frivolous or complicated words or unconventional spellings in names shall not be approved.*

**Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that the proposed Sky View Manor meets the requirements of this criterion.**

*Criteria C: It is desirable to use names that have some association with Hilton Head Island and specifically with the immediate location of the street or place, such as reference to local history or physiographic features.*

**Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that the proposed Sky View Manor meets the requirements of this criterion.**

*Criteria D: Use of a common theme is recommended for names of streets that are associated with one another, such as those within a residential development.*

**Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that even though this is part of the same residential development as Bluebell Trace, Fire & Rescue would like to have unique names to cause less confusion.**

*Criteria E: Streets or vehicular access easements that continue through an intersection should generally bear the same name, except where the street crosses a major arterial or where existing address points on a street require that the street given a different name.*

**Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that this does not apply to this application.**

*Criteria F: A street or vehicular access easement making an approximate right-angle turn where there is no possibility of extending the street or vehicular access easement in either direction shall be considered to be continuous and continue the same name. Where there is a choice of direction or a possibility of extending either section in the future, such configuration shall be considered to be an intersection and the street/easement segments extending from the intersection shall bear different names.*

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**Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that this does not apply to this application.**

*Criteria H. The suffixes Manor, Trace and Common shall typically be used to name vehicular access easements.*

**Town Staff, Fire & Rescue Dispatch, and Beaufort County Dispatch have determined that Sky View Manor meets the requirements of this criterion.**

*Criteria I. Where natural barriers, intervening land uses, or developments that break an existing street into two separate streets that are not likely to be reconnected in the future, the streets shall be named in a manner that considers the potential economic impact of the number of address points and type of addresses impacted.*

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*Addressing Technician*

February 8, 2016  
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*Planning Commission Coordinator &  
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**Proposed New Vehicular Access Easement Name:  
Sky View Manor**

