

TOWN OF HILTON HEAD ISLAND
The Planning Commission
Minutes of the Wednesday, January 21, 2009 Meeting
3:00pm – Benjamin M. Racusin Council Chambers **APPROVED**

Commissioners Present: Chairman Al Vadnais, Vice Chairman Loretta Warden, Tom Crews,
Jack Docherty, Terence Ennis, Therese Leary, Tom Lennox, and
Gail Quick

Commissioners Absent: David White, Excused

Town Council Present: Bill Ferguson

Town Staff Present: Charles Cousins, Community Development Department Director
Scott Liggett, Director of Public Projects & Facilities/Chief Engineer
Shea Farrar, Senior Planner & Planning Commission Coordinator
Nicole Dixon, Planner; Shawn Colin, Senior Planner
Heather Colin, Development Review Administrator
Kathleen Carlin, Administrative Assistant

I CALL TO ORDER

Chairman Vadnais called the meeting to order at 3:00pm.

II PLEDGE OF ALLEGIANCE TO THE FLAG

III ROLL CALL

IV FREEDOM OF INFORMATION ACT

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.

V USAGE OF CELLULAR TELEPHONE

Please turn off all cellular phones so that the meeting is not disturbed. Use of the cellular phone is allowed in the hallway outside of Council Chambers.

VI APPROVAL OF THE AGENDA

The agenda was **approved** as presented by general consent.

VII APPROVAL OF THE MINUTES

The minutes of the January 7, 2009 meeting were **approved** as amended by general consent.

VIII APPEARANCE BY CITIZENS ON ITEMS UNRELATED TO TODAY'S AGENDA

None

IX UNFINISHED BUSINESS

None

X NEW BUSINESS

None

XI COMMITTEE REPORTS

None

XII STAFF REPORT

Town Council Policy Agenda Report

Mr. Charles Cousins made the presentation on behalf of staff. Mr. Cousins stated that Town Council held its Annual Workshop on December 3 – 6, 2008. The purpose of the Workshop was to establish 2009 Targets of Action for the Town of Hilton Head Island. The following items, listed in order of priority, were adopted by Town Council at their December 16, 2008 meeting:

Policy Agenda – 2009 Targets for Action

Top Priority

Redevelopment Strategy and Direction
Economic Development Strategy and Direction
Dune Accretion and Storm Protection Ordinance
Port Royal Beach Erosion Direction
Update Comprehensive Plan
Comprehensive Rewrite of the Land Management Ordinance

High Priority

Light Industrial District (IL) Zoning Review
Rowing and Sailing Center Direction
Mathews Drive Connectivity Direction
PUD Commercial & Resort Area Strategy
Recycling Program and Direction

Moderate Priority

Law Enforcement Center Direction
Dredging Policy and Direction
Recreation Center & Aquatic Facilities Direction
Fire & Rescue Standards of Coverage
Street Name Signs: Mast arm mounted signs

Management Agenda – 2009

Top Priority

Budget: Services and Service Level Priority
Coligny Beach Park Phase 1
Review Development/Redevelopment Process
“Green” Initiatives in Town Operations
PUD Infrastructure Agreements for Storm Water Utility Management

High Priority

CIP Criteria and Process
Storm Water Utility Fees
All Hazards Disaster Plan
Shelter Cove Mall Theater Project

Mr. Cousins and the Planning Commissioners discussed each item with special attention given to the Redevelopment Strategy and Direction, Update of the Comprehensive Plan, Comprehensive Rewrite of the Land Management Ordinance, Light Industrial District (IL) Zoning Review, and Direction for the Mathews Drive Connectivity project.

Mr. Scott Liggett presented statements with regard to the Dune Accretion and Storm Protection Ordinance, Port Royal Beach Erosion Direction, and the Dredging Policy and Direction.

At the completion of the presentation and discussion by the Planning Commissioners, Chairman Vadnais thanked Mr. Cousins and Mr. Liggett for their review of these important issues.

Citizen Request to Amend the Permitted Uses in the IL District

Ms. Nicole Dixon made the presentation on behalf of staff. At the December 3, 2008 meeting, Mr. Patrick Epperson, citizen, requested that the Planning Commission direct the staff to research allowing a non-profit thrift store in the IL (Light Industrial) Zoning District. The specific use of “non-profit thrift store” is not listed in the Land Management Ordinance (LMO), although in the past the staff has considered this an “other retail sales or service” use, which is not a permitted use in the IL District. Mr. Epperson stated that he has a building in the IL District and a prospective tenant that would like to occupy the space and operate a non-profit thrift store.

The Planning Commission discussed the request at the December 3, 2008 meeting and directed the staff to further research the request, and come back to the Planning Commission within thirty days with a recommendation.

During Town Council’s Summit held at the beginning of December 2008, Town Council listed IL District Zoning Review as a “High Priority Target for Action” on the Policy Agenda for 2009 (as presented earlier by Mr. Charles Cousins). The staff will work with Town Council over the coming year to determine the details of this agenda item. The staff will also make sure that Town Council is aware of Mr. Epperson’s request.

The staff requested that the Planning Commission allow them to include Mr. Epperson’s request in the staff’s upcoming comprehensive review of the entire IL District.

The Planning Commission approved the staff’s recommendation to include Mr. Epperson’s request in the upcoming comprehensive review of the entire IL District.

Educational Training Survey

Ms. Shea Farrar discussed the Education Training Requirement Survey that was recently requested by Mr. Kristopher Kurjiaka, a Town Planner in Pendleton, South Carolina. The surveys were provided to the Planning Commissioners in their meeting packet. Mr. Kurjiaka,

who is completing his Masters Degree, requested the Planning Commission's assistance in completing this survey.

Ms. Farrar stated that the survey is associated with an analysis of the required Planning Education for Planning Commissioners, Board of Zoning Appeals members, and Board of Architecture Review members.

Ms. Farrar collected the completed surveys and thanked the Planning Commissioners for their participation.

Monthly Subdivision Report

Ms. Shea Farrar presented the Subdivision Report for the month of January. Ms. Heather Colin presented statements in clarification of the status of "Void" for SUB080006, SUB080007 and SUB080008.

Distribution of Approved LMO Amendments

Ms. Shea Farrar distributed copies of the approved LMO Amendments.

Proposed Comprehensive Plan Amendment

Mr. Shawn Colin made the presentation on behalf of staff. The staff, working at the direction of Town Council, has proposed an amendment to the Comprehensive Plan that would provide greater flexibility to the density caps within PUDs.

An application was submitted to the Town of Hilton Head Island requesting an increase to the Shipyard Plantation Master Plan density cap by increasing the density assigned to the parcel containing the Shipyard Administration building from 2,100 to 3,100 square feet.

It has been the Town's position to not allow any increases in the current PUD density caps as prescribed in the Comprehensive Plan. In order to maintain the intent of this goal, while providing flexibility to accommodate the current situation, staff determined that it would be appropriate to explore options that would provide flexibility by looking at a sensitive approach based upon identifying a community-wide benefit and mitigating negative impacts on infrastructure resulting from an increase in density.

Mr. Colin discussed the proposed amendment for the Comprehensive Plan, Chapter VIII – Land Use Element, Section C. Needs, Goals and Implementation Strategies, Sustainable Development Section.

Mr. Colin requested that Chairman Vadnais forward the proposed amendment to the Comprehensive Plan Committee for discussion during its meeting scheduled for Wednesday, February 18, 2009. The proposed amendment will be discussed by the Planning Commission at their meeting on March 4, 2009. Chairman Vadnais agreed to the staff's request to forward the proposed amendment to the Comprehensive Plan Committee.

Other Staff Reports:

Mr. Scott Liggett presented the Planning Commissioners with copies of the Capital Improvements Program FY 2009 Funding Summary (Final); Capital Improvements Program Fiscal Years 2009-2018 CIP FY 2009 (Final); Capital Improvement Plan 2009 – Revised Post

Workshop; Capital Improvement Plan 2009 Project Deferrals Post Workshop; and 2010 Project Post Workshop.

XIII ADJOURNMENT

There being no further business, the meeting was adjourned at 4:15pm.

Submitted By:

Approved By:

Kathleen A. Carlin
Administrative Assistant

Al Vadnais
Chairman