

TOWN OF HILTON HEAD ISLAND  
Planning Commission  
**LMO REWRITE COMMITTEE MEETING**  
December 12, 2013 Minutes  
8:30a.m. – Benjamin M. Racusin Council Chambers

APPROVED

Committee Members Present: Chairman Tom Crews, Vice Chairman Gail Quick, David Bachelder, Irv Campbell, Chris Darnell, Jim Gant, Walter Nester, Kim Likins, *Ex-Officio*; and Charles Cousins, *Ex-Officio*

Committee Members Absent: David Ames

Planning Commissioners Present: None

Town Council Members Present: None

Town Staff Present: Teri Lewis, LMO Official  
Jill Foster, Deputy Director, Community Development  
Kathleen Carlin, Administrative Assistant

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**1) CALL TO ORDER**

Chairman Crews called the meeting to order at 8:30a.m.

**2) FREEDOM OF INFORMATION ACT**

Public notification of this meeting has been published, posted and mailed in compliance with the Freedom of Information Act and Town of Hilton Head Island requirements.

**3) APPROVAL OF THE AGENDA**

The Committee **approved** the agenda as presented by general consent.

**4) APPROVAL OF THE MINUTES**

The minutes of the November 20, 2013 meeting were approved as presented by general consent.

**5) UNFINISHED BUSINESS**

None

**6) NEW BUSINESS**

- a) Review of LMO Rewrite Draft – Chapter 2, specifically 16-2-102.D.1
- b) Review of LMO Rewrite Draft – Chapter 2, specifically 16-2-102.I.2.v
- c) Review of LMO Rewrite Draft Chapters 3, 4 & 10

Chairman Crews presented introductory comments regarding today's New Business items and requested that Ms. Teri Lewis make her presentation on behalf of staff.

Ms. Lewis stated that the staff and committee will review three items at today's meeting. The first two are related to the public hearing that was held at the Planning Commission on December 4, 2013 for LMO Rewrite Draft Chapters 1, 2, 8 and 9. The Commission voted to forward Chapters 1, 8 and

9 to Town Council with a recommendation of approval; the Commission continued the public hearing on Chapter 2 to the December 18, 2013 Planning Commission meeting.

The Planning Commission wanted additional time to discuss Chapter 2 and also wanted input from the LMO Rewrite Committee related to the following two sections of the proposed LMO. The language in the below two sections is the same language that was in the initial draft of this document that the committee received in December 2012 and reviewed on January 24, 2013.

**16-2-102.D.1 - Staff Review and Opportunity to Revise Application**

Upon receipt of an application, the Official shall distribute it to all appropriate staff for review and comment. The Official shall review the application, relevant support material, and any comments or recommendations from other review agencies to which the application was referred. If deficiencies in complying with applicable standards of the LMO are identified, the Official shall notify the applicant of such deficiencies and provide the applicant a reasonable opportunity to discuss the deficiencies and revise the application to address them, in accordance with Sec. 16-2-102.C.6, Application Revision. The Committee discussed this item and stated that as long as Gregg Alford was satisfied with the language and felt that it met state code then the Committee was fine with it.

**16-2-102.I.2.v - Appeals**

A final appellate decision by the Board of Zoning Appeals on applications appealing any order, requirement, decision, or determination made by the Official in the enforcement of this LMO (e.g., minor deviations of PUD master plans, Tree Removal Permits, Wetland Alteration Permits, Administrative Adjustments, and Written Interpretations). The Committee asked Walt Nester to discuss the issue with Gregg Alford and the Committee would be satisfied with whatever conclusion the two agreed upon.

The third item that the committee will discuss today is the revised draft of Chapters 3, 4 and 10. The Committee reviewed drafts of these chapters earlier this year (specifically at the 5/9, 5/16, 5/23, 5/30, 6/7, 6/13, 6/19, 9/4, 9/12, 10/16 and 11/20 meetings). Additionally the Committee went through the existing and proposed conditions for each proposed use at the meetings on 2/14 and 3/28.

The consultant has prepared the (*attached*) draft based on input from the committee. The staff's recommendation is not to go through the document page by page but rather to go through the specific zoning districts where the committee had changes (or wanted new districts created) and ensure that they meet the expectations of the committee.

The staff will then go through any significant changes to Chapter 4 and the Definitions since the last drafts that the committee reviewed. This will also be the time for committee members to voice any questions, comments, or concerns they have related to these three chapters. These three chapters are scheduled to be reviewed by the Planning Commission starting on January 29, 2014.

The Committee would like a disclaimer on the illustrative building configurations provided for each zoning district. This disclaimer would make it clear that this is a diagram for reference purposes only.

Sea Pines Circle: Discussion about whether height should be increased to 60-ft. to accommodate increased density. The committee discussed adding an additional setback requirement for additional height above 45-feet. The committee discussed only allowing the height increase along minor arterials.

WMU: The committee suggested adding water parks as an allowed use and increasing residential density from 12 to 16 dwelling units per acre.

RD: The committee suggested increasing the density from 10 to 16 dwelling units per acre. The committee also discussed allowing the height to be 75-ft in the entire district.

**7) ADJOURNMENT**

The meeting was adjourned at 10:30 a.m.

Submitted by:

Approved by:

January 9, 2014

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Kathleen Carlin  
Administrative Assistant

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Tom Crews  
Chairman