

TOWN OF HILTON HEAD ISLAND
Special Planning Commission Meeting
Tuesday, February 10, 2015 **APPROVED**
9:00a.m – Benjamin M. Racusin Council Chambers

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

Commissioners Absent: Barry Taylor

Town Council Present: Tom Lennox and John McCann

Town Staff Present: Jayme Lopko, Senior Planner & Planning Commission Coordinator
Charles Cousins, Director of Community Development
Shawn Colin, Deputy Director of Community Development
Brian Hulbert, Staff Attorney
Teri Lewis, LMO Official
Kathleen Carlin, Secretary

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 Town of Hilton Head Island requirements.

5. Approval of Agenda

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

6. New Business

Discussion and Recommendations to Town Council on Potential Membership for the Circle to Circle Task Force and Scope of Work for the Circle to Circle Area Plan.

Chairman Brown presented introductory statements and requested that Commissioner Gant, who was recommended to Chair the Circle to Circle Task Force, make his presentation.

Commissioner Gant presented statements regarding the Planning Commission's recommendation of potential membership to the Circle to Circle Task Force on to Town Council. Commissioner Gant also presented statements regarding the overall scope of work.

The area under consideration for this project has been characterized as "Circle to Circle". It is believed that the area is a little broader than that and consideration of the area up to about the old Food Lion property on Palmetto Bay Road is recommended. This way both sides of the

“Circle to Circle” area are covered. Commissioner Gant and Mr. Shawn Colin presented an overhead review of the following information for discussion by the Planning Commission:

Recommendation:

The Planning Commission should forward to Town Council a recommendation on potential members to comprise a Circle to Circle Taskforce and a recommended scope of work to guide the development of a Circle to Circle Area Plan.

Summary:

Town Council has requested that the Planning Commission outline and recommend a process and to develop a Circle to Circle Area Plan. The Planning Commission was asked to develop a list of potential members for Town Council to consider appointing to a Circle to Circle Taskforce. In addition, the Planning Commission was asked to recommend a scope of work for the project aimed at producing a Circle to Circle Area Plan.

Background:

While not yet formally adopted by Town Council, the Circle to Circle Area Plan was listed as a top priority for the Town’s 2015 “Targets for Action”. Town Council also held discussions and indicated that the Planning Commission should maintain oversight over a Circle to Circle Taskforce appointed by Town Council and guide the process of developing a Circle to Circle Area Plan.

Circle to Circle Area Plan Taskforce – Potential Membership

Jim Gant	Chair (PC Member)
Judd Carstens	PC Member
David Ames	Developer
Kyle Theodore	Land Planner
Mike Thomas	Architect
Leslie Richardson	Commercial Stakeholder
David Bachelder	Commercial Realtor
Carlton Dallas	Economic Development Corporation
Jack Daly	Forest Beach POA
Joe Kernan	CSA
Tom Sharp	Traffic/Transportation
***To Be Determined	Town Council Liaison

Circle to Circle Area Plan – Draft Scope of Work

Base Assumptions

- TC approved plan for Town land at Coligny is not in scope - it will proceed as planned
 - Parking, park, playground, children's museum, new roads adjacent to the park, on-street parking, South Forest Beach pedestrian enhancements and associated street improvements
- TC approved plan for USCB Campus is not in scope- it will proceed as planned
- Allowable uses and densities in LMO as recently approved will remain unchanged
- South Island Traffic Study will be done in conjunction with this effort

Definition of Coligny Area for this Project

- The area from the Old Food Lion on Palmetto Bay Road to Coligny Circle and will generally include properties adjacent to these roadways.

Elements of Coligny Area Plan - Input for TC Charter

- Develop a vision incorporating community input for the future of the study area over the next 20 years. Include definition and vision for sub-areas. e.g. Coligny beach area, church area, Sea Pines Circle area, etc. to define desired community character.
- Review existing conditions and identify challenges to be addressed in the project.
- Prepare a development outlook for each sub-area that includes:
 - Currently known and planned commercial and residential development
 - Build out projections based on allowable development under LMO
- Utilize existing traffic studies and community input to review today's traffic challenges and make recommendations to address:
 - Traffic circulation
 - Bicycle traffic
 - Public transportation
- Work with Town Engineer and traffic consultant to model impact of projected development. Identify options for road improvements required as future development occurs
 - Traffic circulation
 - Bicycle traffic
 - Public transportation
- Assess current and future parking requirements and identify alternatives to address as development occurs.

Following this presentation, Chairman Brown requested public comments and the following were received:

(1) Ms. Jocelyn Steiger, Government Affairs Director for Hilton Head Island, asked if the public will have an opportunity to be considered for membership of the Circle to Circle Task Force; (2) Mr. Randy Tardy presented general statements in support of Sustainability Practices on the island; (3) Mr. Tom Sharp presented statements in support of the Circle to Circle Task Force

particularly with regard to beach access; (4) Ms. Hannah Horn, Director of Public Policy & Small Business for the Chamber & Visitors Convention Bureau, presented statements in support of the Circle to Circle Task Force; (5) Mr. Paul Krumpleton recommended that the scope of the Circle to Circle Task Force be increased on either side of the corridor.

Chairman Brown and Commissioner Gant stated their appreciation to the public for their input. Following final comments by the Planning Commission, Chairman Brown requested that a motion be made.

Commissioner Gant made a **motion** that the Planning Commission should **forward** the list of candidates and the projected scope of work to Town Council for their consideration. Vice Chairman Kristian **seconded** the motion and the motion **passed** with a vote of 7-0-0.

Chairman Brown asked the staff about next steps in the process. Mr. Shawn Colin stated that the staff will draft a memo for signature by the Chairman forwarding these recommendations on to Town Council. The staff anticipates that Town Council will take action on the Planning Commission's recommendations within the next few weeks.

Chairman Brown asked Mr. Colin on the status of the improvements to Coligny including plans for USCB. Mr. Colin presented a brief update to the Planning Commission. Commissioner Hughes asked about the status of improvements to the bone yard parking. Mr. Charles Cousins stated that the parking design is in place and construction is anticipated to be complete by April 1, 2015.

Chairman Brown presented brief statements regarding the Planning Commission's new committee assignments. Following final comments, the meeting was adjourned.

7. Adjournment

The meeting was adjourned at 9:25a.m.

Submitted By:

Approved By:

March 4, 2015

Kathleen Carlin
Secretary

Alex Brown
Chairman