

**TOWN OF HILTON HEAD ISLAND**  
**Planning Commission Meeting**  
**Wednesday, March 2, 2016**  
**9:00a.m. – Benjamin M. Racusin Council Chambers**

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

Commissioners Absent: Lavon Stevens (excused)

Town Council Present: None

Town Staff Present: Scott Liggett, Director of Public Projects and Facilities/Chief Engineer  
Jill Foster, Deputy Director of Community Development  
Jayme Lopko, Senior Planner & Board Coordinator  
Shawn Colin, Deputy Director of Community Development  
Jennifer Ray, Urban Designer  
Darrin Shoemaker, Traffic & Transportation Engineer  
Brian Hulbert, Staff Attorney  
Teresa Haley, 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, posted, and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.
5. **Approval of Agenda**  
The Planning Commission **approved** the agenda as submitted by general consent.
6. **Approval of Minutes**  
The Planning Commission **approved** the minutes of the February 17, 2016 meeting as presented by general consent.
7. **Appearance by Citizens on Items Unrelated to Today's Agenda**  
None
8. **Unfinished Business – None**
9. **New Business**  
Recommendation of Proposed CIP Fiscal Year 2017 Priority Projects to Town Council

Mr. Liggett presented an in-depth review of the Capital Improvements Program (CIP) Committee's review of the proposed Fiscal Year 2017 (FY 17) projects and emphasized the Committee's recommendation of specific changes to the proposed priority projects:

- **Pathways Accessibility and Safety Enhancement Projects** – add as a new project, number 1 pathway priority.
- **William Hilton Parkway intersection improvements at Squire Pope Road** – increase the priority ranking of this improvement to address the long-standing operational deficiencies at this location.
- **Pope Avenue Resurfacing** – add as a new project
- **Community Development Block Grant (CDBG) Paving** – add as a new program/project.
- **Sewer Project(s)** – 5 year program reflective of Town Council direction.

Mr. Liggett discussed the above-mentioned proposed priority projects at length and indicated that with the Commission's approval, the CIP would proceed to the Town Council for their consideration.

Chairman Brown opened the meeting for public comment. The public expressed gratitude toward the Town for the pathway improvements and noted that high ratings have been awarded to the Town's bike pathways by travel sites. The public further noted its continued support of bike pathways and concern of safety and overall experience for visitors.

The Commission discussed the impact of the Town Council's decision regarding the Gateway Improvements Project in Town Council's meeting held on March 1, 2016. The Commission raised questions as to why the Gateway Improvements Project is not on the CIP priority list. They further discussed the proposed priority pathway projects, roadway improvements, park development, existing facilities and infrastructure, new facilities, and beach maintenance. The Commission expressed concern for specific projects such as: South Forest Beach Drive Improvements – Coligny Circle to Beach Park; Office Park Road Intersection Improvements; Pope Avenue Resurfacing; Shelter Cove Lane/William Hilton Parkway; Island Recreation Center Expansion; Fire Station #2 Replacement; and USCB Hospitality Management Program Building. The Commission expressed their concern for the funding of maintenance for pathways; project manager leads; the potential for overlapping construction scheduling; the potential disruption to neighborhoods caused by several construction projects going on at once and the impact on vehicular traffic, bicyclists, and pedestrians.

Mr. Gant made a motion to **approve** the list of proposed FY 17 priority projects as proposed by the CIP Committee with the addition of the Gateway Improvements Project (William Hilton Parkway from Moss Creek to Gumtree Road) – alternatives analysis and concept development, to the roadway improvements. Mr. Kristian **seconded** the motion. The motion **passed** with a vote of 8-0-0.

**10. Commission Business** – None

**11. Chairman's Report** – None

**12. Committee Report:**

Mr. Carstens reported that the Comprehensive Planning Committee will be meeting in the near future to discuss Town priorities and the direction that the Committee is heading.

Mr. Gant reported that the Circle to Circle Committee believes that the hired urban design consultants are helping toward upcoming Committee goals. A recent meeting focused on 2030 traffic projections using some modeling work done by the Staff with the Low Country Council of Governments. A detailed plan was discussed to estimate the timing of development projections. Also discussed were mitigation options. These matters will be further reviewed by the Committee and conclusions will be reported in the near future.

Mr. Gant reported that the LMO Committee will meet on Monday, March 7<sup>th</sup> at 6pm.

**13. Staff Reports – None**

**14. Adjournment** - The meeting was adjourned at 10:05 a.m.

Submitted By:

Approved By: March 16, 2016

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Teresa Haley, Secretary

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Alex Brown, Chairman