



The Town of Hilton Head Island
Public Planning Committee Special Meeting
Tuesday, October 29, 2019 – 1:00 p.m.
Benjamin M. Racusin Council Chambers

AGENDA

As a courtesy to others please turn off / silence ALL mobile devices during the meeting. Thank You.

- 1. Call to Order**
- 2. FOIA Compliance** - Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the requirements of the Town of Hilton Head Island.
- 3. Approval of Minutes**
 - a. Special Meeting September 19, 2019
- 4. Unfinished Business**
 - a. Palmetto Breeze Update
 - b. Additional discussion related to the LMO Amendment Process
- 5. New Business**
- 6. Committee Business**
 - a. Review and Adoption of 2020 Meeting Schedule
- 7. Appearance by Citizens on Items Unrelated to Today's Agenda**
- 8. Adjournment**

Please note that a quorum of Town Council may result if four (4) or more of their members attend this meeting.



Town of Hilton Head Island
Public Planning Committee Special Meeting

Thursday, September 19, 2019 at 9:00 a.m.

Benjamin M. Racusin Council Chambers

MEETING MINUTES

Present from the Committee: Chairman David Ames, Tamara Becker, Bill Harkins, Glenn Stanford

Absent from the Committee: Tom Lennox

Present from Town Council: Mayor John McCann

Present from Town Staff: Shawn Colin, Director of Community Development; Anne Cyran, Senior Planner; Nicole Dixon, Development Review Administrator; Josh Gruber, Assistant Town Manager; Sally Krebs, Sustainable Practices Coordinator; Taylor Ladd, Senior Planner; Teri Lewis, Deputy Director of Community Development; Jayme Lopko, Senior Planner; Jennifer McEwen, Director of Cultural Affairs; Jennifer Ray, Deputy Director of Community Development; Teresa Haley, Senior Administrative Assistant

1. Call to Order

Chairman Ames called the meeting to order at 9:00 a.m.

2. Freedom of Information Act Compliance – Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the Town of Hilton Head Island requirements.

3. Approval of Minutes

- a. Special Meeting August 19, 2019
- b. Regular Meeting August 22, 2019

Mr. Stanford moved to approve the minutes of the August 19, 2019 special meeting and August 22, 2019 regular meeting. Mr. Harkins seconded. The motion passed with a vote of 4-0-0.

4. Unfinished Business

- a. Review of Sea Turtle Protection Ordinance Revisions

Chairman Ames indicated that there are some legal concerns with the proposed revisions that require further research. The Committee will not take action on this item today. Ms. Cyran presented the revisions for discussion purposes.

The Committee made comments and inquiries regarding: the differences between the existing ordinance and proposed revisions; whether exterior lighting of existing homes would need to be retrofitted versus renovations or new construction; and adding language to provide more options for homeowners.

Chairman Ames asked for public comments and the following were received: enforce the existing ordinance; lights out at 10:00 p.m.; concern for language related to illumination which cannot be enforced; the existing ordinance is more restrictive than the proposed revisions; and concern that real property buyers will purchase someplace else with less restrictions.

There was no action taken on this item.

b. Additional discussion related to Holes and Garden Shovels on the Beach Ordinance

Ms. Cyran presented the item. Staff recommends the Public Planning Committee forward the draft ordinance to Town Council with a recommendation of approval, with consideration and further recommendation on the items listed below. Staff requests the Committee consider and make further recommendations on the following additional changes to the proposed ordinance:

1. Remove the limit on the maximum width of holes on the beach.
2. Increase the maximum length of shovels permitted on the beach from 14 to 30 inches.
3. Specify that shovels permitted on the beach shall be made of wood and/or plastic.

The Committee made comments and inquiries regarding: clarification in the definition of personal property; the importance of enforcement, education, and signage; and opportunities for creativity and innovation.

Chairman Ames asked for public comments and the following were received: clarification on the size of the shovels being permitted; and a beach-themed story communicating how the beach and sea animals should be treated. The Committee thanked Staff and the public for their work on this ordinance.

Mr. Harkins moved to recommend the Public Planning Committee forward the draft ordinance to Town Council with a recommendation of approval, with the following additional changes to the proposed ordinance:

1. Remove the limit on the maximum width of holes on the beach.
2. Increase the maximum length of shovels permitted on the beach from 14 to 30 inches.
3. Specify that shovels permitted on the beach shall be made of wood and/or plastic.

Together with the additional comments pertaining to the importance of: enforcement, and communication and education to residents and visitors using graphics. Mr. Stanford seconded. The motion passed with a vote of 4-0-0.

c. Additional discussion related to Specific Workforce Housing recommendations

- i. Sliding scale for bonus density
- ii. AMI (Area Median Income) targets
- iii. Recommended funding level for a Workforce Housing program

Ms. Ray presented the item. The purpose of today's discussion is to gather the Committee's consensus of a sliding scale for bonus density. Specifics do not need to be decided today.

The Committee provided detail regarding expanded targets for AMI, and using a sliding scale for a bonus density program. The Committee indicated that increasing density is not the exclusive way to solve the issue. It is one component of several that needs to be implemented. There was discussion on the potential cost to the Town. There was general understanding among the Committee that funding is a necessary component to implement any program moving forward.

Chairman Ames asked for public comments and the following were received: policy needs funding; 60% AMI makes development more fiscally feasible; ask the Gullah Geechee Land & Cultural Preservation Task Force to provide examples of a sliding scale; consider lower percentage of AMI; translate AMI into annual income or hourly wage to better understand; ideas to circumvent costs to property owners to provide affordable housing; and the trust should be

local, not regional, due to the Island's unique issues.

5. New Business – None

6. Staff Updates

a. Tree removal for single-family subdivisions

Mr. Harkins exited the meeting at this time.

Ms. Dixon presented the update, including factors that contributed to tree removal in recently approved subdivisions. Staff made changes to internal processes to address certain issues. Staff identified some problematic sections in the LMO and recommends changes be made to help require and enforce certain issues. Staff will bring forward the changes through the LMO amendment process. The changes include: definitions or criteria for what is considered significant trees and significant stands of trees; the language in the buffer chart section should guide developers with minimum required buffer plantings; and less subjective language regarding tree protection in subdivisions.

The Committee made comments and inquiries regarding: support for the forthcoming changes by Staff; concern for density allowed in recently approved subdivisions; preservation of existing buffers and trees; concerns for buffer and setback reductions that can be allowed at staff discretion. Upon the conclusion of the discussion, Staff indicated the amendments are being worked on and will be forthcoming.

b. Zero lot line LMO provisions

Ms. Lewis presented the update. There are minimal provisions currently in the LMO regarding zero lot lines. The Committee made comments and inquiries regarding: additional information from Staff to clarify concerns related to zero lot lines.

c. LMO Amendment process

Ms. Lewis presented the update on the LMO Amendment process. The Committee made comments and inquiries regarding: expediting the process; putting the process to a timeline and make it available to the public on the Town's website; a proposed amendment should contain information pertaining to its origin, a statement of benefit to the community, and current status; illustrate on a map the impacted areas of the Island; and clearly define all responsibilities and parties in the process.

Chairman Ames asked for public comments and the following were received: concern for the LMO text amendment process; decide a priority list of amendments for staff to focus on and expedite the process; amend the LMO to allow the Town Council to originate an amendment; there are more complexities related to zero lot line issues; State law provides that the Planning Commission, not the Town Council, has authority to draft amendments to the LMO; and economics of single family development has changed over the last decade.

7. Adjournment

The meeting was adjourned at 11:10 a.m.

Submitted by: Teresa Haley, Secretary

Approved: [DATE]



TOWN OF HILTON HEAD ISLAND

Community Development Department

TO: Public Planning Committee
VIA: Shawn Colin, *AICP, Director of Community Development*
VIA: Jennifer Ray, *ASLA, Deputy Director of Community Development*
FROM: Anne Cyran, *AICP, Senior Planner*
DATE: October 22, 2019
SUBJECT: The Breeze Trolley Recommendations

Recommendation

Staff recommends the Public Planning Committee provide feedback on the following recommendations for improvements to The Breeze trolley service for the 2020 season:

- **Evaluate the Possibility of a Free Service.** Many non-sightseeing tourist-oriented trolley services do not charge a fare. Offering a free service would make the service more appealing and easier to use.
- **Add a Third Trolley and Extend the Route.** An additional trolley could be used to extend the service area to the middle of the Island. A second route could start at Shelter Cove Towne Centre, drive west on US 278 toward Mathews Drive, turn left onto Mathews Drive near Sea Turtle Marketplace, continue down Mathews Drive back to US 278, and then return to Shelter Cove Towne Centre. Possible stops could be located at or near the Hilton Head Resort and Singleton Beach, Surf Watch and Burke's Beach, Folly Field, Port Royal Plantation, Port Royal Plaza, Northridge Plaza, Sea Turtle Marketplace, Woodlake Villas and Heron Lake, and the Zion Chapel of Ease.
- **Connect to the Sea Pines Trolley.** Palmetto Breeze should continue to pursue a partnership to connect The Breeze trolley with the Sea Pines trolley.

Summary

If the Public Planning Committee supports these recommendations, Staff will do additional research on the feasibility of and costs associated with each option and return to the Committee with a more detailed report.

Background

Town Council delegated review of the Breeze Trolley service to the Public Planning Committee. The Committee receives updates on the service and recommends improvements to Palmetto Breeze, which operates the Breeze Trolley.



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The Town of Hilton Head Island
Public Planning Committee
2020 Meeting Schedule

Meetings are generally held on the **fourth** Thursday of each month at 3:00 p.m. in Benjamin M. Racusin Council Chambers, unless otherwise noted below. Meetings are subject to change with notice.

MEETING DATE	SUBMISSION DEADLINE
January 23	January 9
February 27	February 13
March 26	March 12
April 23	April 9
May 28	May 14
June 25	June 11
July 23	July 9
August 27	August 13
September 24	September 10
* October 29	October 15
** November 19	November 5
** December 17	December 3

* The meeting in October has been moved one week later due to the Accommodations Tax Advisory Committee applicant hearings.

** The meetings in November and December have been moved one week earlier due to the holidays.

The meeting Submission Deadline is two weeks before the meeting date.