



Town of Hilton Head Island
Planning Commission Meeting
Wednesday, October 20, 2021, 3:00 p.m.
AGENDA

This meeting will be conducted virtually and can be viewed on the [Town of Hilton Head Island Public Meetings Facebook Page](#). A Facebook account is not required to access the meeting livestream.

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. 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.
- 4. Roll Call**
- 5. Approval of Agenda**
- 6. Approval of Minutes**
 - a. Meeting of October 6, 2021
- 7. Appearance by Citizens**

Citizens who wish to address the Commission concerning items on the agenda may do so by contacting the Commission Secretary at 843-341-4691 no later than 2:00 p.m. the day of the meeting. Citizens may also submit written comments via the [Town's Open Town Hall Portal](#). The portal will close at 2:00 p.m. the day of the meeting. Comments submitted through the portal will be provided to the Commission and made part of the official record.
- 8. Unfinished Business – None**
- 9. New Business – None**
- 10. Commission Business**
- 11. Chairman's Report**
- 12. Committee Reports**
- 13. Staff Reports**
 - a. Mid-Island Initiative Area Redevelopment Strategy Overview and Discussion – *Presented by Jennifer Ray, Capital Program Manager, with Brian Kinzelman, MKSK, Inc.*
 - b. Short-Term Rental Ordinance Overview and Discussion – *Presented by Teri Lewis, Deputy Community Development Director, with Tyson Smith and Kelly Cousino, White & Smith Planning and Law Group*
- 14. 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
Planning Commission Meeting
October 6, 2021, at 9:00 a.m. Virtual Meeting
MEETING MINUTES

Present from the Commission: Chairman Michael Scanlon, Stephen Alfred, John Campbell, Mark O'Neil, Tom Henz, Bruce Siebold, Jim Collett, Rick D'Arienzo

Absent from the Commission: Vice Chairman Alan Perry (Excused)

Present from Town Council: Glenn Stanford, David Ames, Tamara Becker, Bill Harkins

Present from Town Staff: Anne Cyran, Senior Planner; Jayme Lopko, Senior Planner; Teresa Haley, Senior Administrative Assistant; Vicki Pfannenschmidt, Temporary Administrative Assistant

1. Call to Order

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

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 Town of Hilton Head Island requirements.

3. Roll Call – See as noted above.

4. Approval of Agenda

Chairman Scanlon asked for a motion to approve the agenda. Commissioner Alfred moved to approve. Commissioner Collett seconded. By show of hands, the motion passed with a vote of 8-0-0.

5. Approval of Minutes

a. Meeting of September 15, 2021

Chairman Scanlon asked for a motion to approve the minutes of the September 15, 2021, meeting. Commissioner O'Neil moved to approve. Commissioner Campbell seconded. By show of hands, the motion passed with a vote of 8-0-0.

6. Appearance by Citizens

Public comments concerning agenda items were submitted electronically via the Open Town Hall portal. Those comments were provided to the Commission for review and made part of the official meeting record. Citizens were also provided the option to sign up for public comment participation by phone during the meeting on agenda and non-related agenda items. One citizen signed up to speak regarding Item 8.a.

7. Unfinished Business – None

8. New Business

- a. **Greater Island Council Beaufort County Landfill Resolution** – The Planning Commission will review and consider advancing the resolution to Town Council. *Presented by Tony Wartko*

Mr. Wartko thanked the Commission and stated he is a member of the GIC Sustainability Advisory Committee to present a resolution regarding solid waste management and recycling for Hilton Head Island and Beaufort County and to request that the Commission advance the resolution to Town Council with a recommendation of approval.

Mr. Wartko provided background regarding the committee, noting it was created in 2012 following the Mayor's Task Force for the Future Vision 2025 Report. He stated one of the Task Force initiatives was to create a Sustainability Advisory Committee to identify and promote sustainability options, policies, and practices. He explained one of the first tasks completed was to prepare a baseline sustainability assessment evaluating key sustainability practices with broad community support and funding and the report was completed in 2015 with several sustainability categories covered. Mr. Wartko reported waste stream management was identified as the highest priority and most pressing concern in the areas in which the most improvement can be advanced.

Mr. Wartko addressed the following key points in the GIC Resolution: the Beaufort County Landfill in Jasper County is nearing the end of its lifespan; the operation agreement with Waste Management is nearing the end of term for renegotiation in 2025; the upcoming term end presents an opportunity to emphasize a landfill diversion (recycling) and extend the life of the landfill. He stated renegotiations take years to renegotiate and the closer to the end of the contract the more leverage the landfill operator has. He reviewed that any new contract to meet the following requirements which are included in the resolution:

- Be open during peak times to meet the needs of the local community.
- Include additional investment into recycling processing, which would increase the ability for recycling operations that may lead to financial advantages.
- Include development of a solid waste transfer station (this would enable Hilton Head Island to make reasonable, sustainable decisions about waste and recycling hauling).
- Beaufort County should take greater control of the landfill and recycling operations to limit exposure to the whims of a corporation, and specifically, seek to develop a more long-term sustainable solution for recycling.

Mr. Wartko noted Beaufort County is paying for landfill disposal fees, but not paying for recycling processing fees, meaning that any robust recycling initiatives needed to reduce the waste and extend the landfill life cycle are not being explored. He stated commercial solid waste producers are required to pay disposal and recycling costs themselves. Mr. Wartko added that exploring new recycling alternatives could be financially advantageous for the Town and Beaufort County.

Mr. Wartko stated The Greater Island Council of Hilton Head Island and Bluffton strongly encourages the Hilton Head Town Council and Beaufort County Council to take a leadership position and work together to begin negotiations with the current landfill operator and any other potential landfill or recycling facility operators and be proactive in the development of a new long-term agreement that will secure the landfill and recycling needs of Hilton Head Island and Beaufort County.

Mr. Peter Kristian spoke in support of the resolution, encouraging the Commission to forward it on to Town Council for approval.

The Commission made comments and inquiries regarding: sustainability; hauling expenses; environmental components; the timeframe of the existing contract and the potential timeframe of the new contract; knowledge of any opposition to the resolution; search for a potential new landfill location; discussion of transfer stations and the capabilities of such; expansion of the existing landfill; recycling requirements; and the projected lifespan of current landfill.

Commissioner Collett moved to approve and advance the Greater Island Council Beaufort County Landfill Resolution to Town Council for consideration. Commissioner Siebold seconded. By way of roll call, the motion passed by a vote of 8-0-0.

9. Commission Business

a. Committee Assignments

Chairman Scanlon reviewed the Committee assignments as described in the agenda package.

10. Chairman's Report - None

11. Committee Reports - None

12. Staff Reports

a. Update on Workforce Housing Plan – *Presented by Jayme Lopko*

Ms. Lopko presented a comprehensive report regarding the status of the Workforce Housing Plan. Concluding her presentation, the Commission made comments and inquiries regarding: the support effort; informing the public; the provision of a packet for developers; possibility of the Town purchasing Rollers Trailer Park; consideration of transportation issues for residents; source of funding for the proposed Regional Housing Trust Fund; consideration of a public/private trust fund; and the importance of the Planning Commission involvement in the effort.

13. Adjournment

The meeting was adjourned at 9:45 a.m.

Submitted by: Vicki Pfannenschmidt, Secretary

Approved: [DATE]