



Town of Hilton Head Island
Planning Commission Meeting
Wednesday, January 18, 2023, 2:00 p.m.
AGENDA

The Planning Commission Meeting will be held in person at Town Hall in the Benjamin M. Racusin Council Chambers. The meeting can be broadcast and can be viewed at: [Beaufort County Channel](#), the [Town of Hilton Head Island Public Meetings Facebook Page](#) and Spectrum Channel 1304.

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 December 21, 2022

7. Appearance by Citizens

Citizens may submit written comments via the [Town's Open Town Hall Portal](#). The portal will close at 4:30 p.m. the day prior to the scheduled 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

a. Rules of Procedure

12. Committee Reports

13. Staff Reports

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

December 21, 2022, at 2:00 p.m.

MEETING MINUTES

Present from the Commission: Mike Scanlon, Chairman; Bruce Siebold; Rick D'Arienzo; Tom Henz; John Campbell

Absent from the Commission: Mark O'Neil, Vice Chairman

Present from Town Staff: Shawn Colin, Assistant Town Manager - Community Development; Missy Luick, Community Planning Manager; Nicole Dixon, Development Review Program Manager; Joheida Fister, Deputy Fire Chief; Shea Farrar, Senior Planner; Yazmin Winston Black, Community Development Coordinator; Brian Glover, Administrative Assistant

Present from Town Council: Patsy Brison; Stephen Alfred

1. Call to Order

Chairman Scanlon called the meeting to order at 2:00 p.m.

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 Town of Hilton Head Island requirements.

4. Roll Call

As noted above.

5. Approval of Agenda

Chairman Scanlon moved to change the order of agenda items. The staff report would be moved to come after the first set of LMO amendments. Motion passed with a vote of 5-0-0.

6. Approval of Minutes

a. Meeting of November 16, 2022

Chairman Scanlon asked for a Motion to approve the Minutes of the November 16, 2022, meeting. Commissioner Siebold moved to approve. Commissioner Campbell seconded. By show of hands, the Motion passed with a vote of 5-0-0.

7. Appearance by Citizens

Public comments concerning agenda items were to be submitted electronically via the Open Town Hall portal. Copies of the comments were sent to the Commissioners and will be made part of the official record. No citizens signed up to speak at the meeting.

8. Unfinished Business

None

9. New Business

- a. **LMO Amendments** - Request from Josh Tiller of J. K. Tiller Associates, Inc. for a text amendment to LMO Sections 16-3-105.M, Sea Pines Circle District, 16-4-102.A, Principal Uses, 16-4-102.B, Use-Specific Conditions and 16-10-103.A, Use Classifications, Use Types, and Definitions, to allow for a new use to be established called Islander Mixed-Use within the Sea Pines Circle District, establish a definition for the use, establish use-specific conditions and exceptions to development form standards.

Ms. Luick provided a presentation as included in the packet. Staff recommends the following for the Planning Commission to consider.

- Set a maximum dormitory limit
- Tie the unlimited density to workforce housing
- Ensure the shared parking meets the existing LMO standards
- Increase the radius of islander mixed use from 500 ft to 1000 ft
- Do not increase the height limit from the existing limit of 45 feet

The Applicant provided additional information on the Application. He stated that they are in support of the increase in radius, have an agreement for shared parking with USCB, and that the additional height requested is exclusively for architectural purposes to improve the building design.

Allen Wolf, representing the SERG Group and one of the project partners, spoke about the point score that is proposed for use when ranking tenant applications to ensure that workforce housing standards are reached.

The Board moved to discussion. The Board asked about shared parking, changes made by the LMO Committee, height comparisons, and staff considerations. Ms. Luick stated that staff would still have concerns with a lack of requirements to ensure that the product will serve the Island's workforce housing needs. Additionally, Ms. Luick reminded the Commission that the amendment is a text amendment and that other properties may not have the same agreements in place.

Chairman Scanlon asked for public comment. Concerns were expressed about not including requirements in the amendment for workforce housing and if the intention is for workforce housing it should be written in the law.

Chairman Scanlon closed the Public Hearing and asked for a Motion. Commissioner Henz moved to forward the amendment on to Town Council as included. Commissioner Siebold seconded. Motion passed with a vote of 5-0-0.

- b. **LMO Amendments** - The Town of Hilton Head Island is proposing to amend Chapters 2, 3, 4, 5, 6, 10 and Appendix D of the Land Management Ordinance (LMO) to revise the following sections:

Sections 16-3-103.C, 16-3-104.B, 16-3-104.C, 16-3-104.D, 16-3-104.E, 16-3-104.F, 16-3-104.G, 16-3-105.C, 16-3-105.D, 16-3-105.E, 16-3-105.F, 16-3-105.G, 16-3-105.H, 16-3-105.J, 16-3-105.M, 16-3-105.N, 16-5-102.C, 16-5-102.D, 16-5-103.E, 16-5-103.F, 16-5-105.J, 16-5-107.D, 16-5-109.D, 16-5-115.C, 16-6-102.D, 16-6-104.G and 16-10-102.C: remove staff granted waivers and amend some standards; Section 16-2-103.S: allow variances from all sections of the LMO other than use, density or height; Section 16-4-102.B: allow outdoor screened bike storage in the Light Commercial and Community Commercial zoning districts and provide more specificity related to screening; Section 16-10-103.I: provide clarification in the Manufacturing use classification as it relates to the size of a brewery; Section 16-5-106.C: replace using June traffic counts with July traffic counts for Traffic Impact Analysis Plan Standards; Section 16-2-103.P: change when/how plantings are required on single family lots in buffers as part of a subdivision Certificate of Compliance; Section 16-10-105: amend the dwelling unit definition to make it more clear what constitutes a separate dwelling unit; Sections 16-5-114.H and 16-10-105: amend the definition of changeable copy to allow signs to be changed electronically with limitations on frequency and timing; Sections 16-3-106.H, 16-3-106.I, 16-3-106.J, 16-5-102.C, 16-5-102.D and 16-10-102: amend the measurement for height calculation; Appendix D:D-5: add that owners' consent is required for minor subdivisions as it is currently listed as being exempt; and Sections 16-2-102.E and 16-2-103.F: require a public hearing and provide standards for deviations from previously platted subdivisions.

Ms. Dixon provided staff's presentation as included in the packet. The Commission asked about height variances. Chairman Scanlon asked for public comment.

Daniel Anthony asked for clarifications for the electronic signs and the height variances.

Chairman Scanlon moved for the amendments to be forwarded to Town Council with a suggestion for another look at the height variances for architectural purposes. Commissioner D'Arienzo seconded. Motion passed with a vote of 5-0-0.

- c. **STDV-002403-2022** - Octavio Roman Gonzalez, owner of R510 003 000 0169 0000, proposes to name a new driveway located at 27 Orage Lane. There are no other affected parcels.

Ms. Fister provided staff's presentation as included in the packet. At a previous meeting, it was decided that the Town would return to the owner with the name suggestion. The owner accepted the proposal. The name was approved with a vote of 5-0-0.

- d. **STDV-002585-2022** - Hank Hofford with Bennett Hofford Construction Company proposes to name a new street that will be located off Jonesville Road on Beaufort County Tax Map Parcels R510 007 000 1120 0000 and R510 007 000 1121 0000.

Ms. Fister provided staff's presentation as included in the packet. Chairman Scanlon asked for public comment on the item. Mr. Campbell motioned to approve. Mr. Siebold seconded. Motion passed with a vote of 5-0-0.

10. Commission Business

- a. Election of new Vice Chair

Chairman Scanlon moved to nominate Mark O'Neil to serve as Vice Chairman of the Planning Commission. Commissioner Henz seconded. By show of hands, the Motion passed with a vote of 5-0-0.

11. Chairman's Report

- a. Reappointment of Planning Commission Subcommittee Membership

Chairman Scanlon stated that there are several vacancies on the Planning Commission Sub-Committees. Chairman Scanlon stated he was going to make interim appointments to the following Sub-Committees until a time when permanent appointments can be made as allowed in Section 5-A-5 of the Rules of Procedure. Chairman Scanlon asked Mark O'Neil to serve as Chairman of the CIP Committee; Mr. D'Arienzo to serve as Chairman of the LMO Committee; Mr. Campbell to serve as Vice Chairman of the LMO Committee and Mr. Henz to serve as Chairman of the Rules of Procedure Committee. Chairman Scanlon also mentioned that in the past he served as Ex-Officio of the Rules of Procedure Committee and advised Commissioner Henz to please send him a letter asking Chairman Scanlon to serve as a voting Member and Vice Chairman.

12. Committee Reports - none

13. Staff Reports

- a. DPR-000117-2022 – 15 Wimbledon Court – Site Plan Review

Shawn Colin provided a short presentation about the project. He stated that the Town is pushing for design improvements to circulation, access, safety, and roadway impacts to help the project better integrate with existing neighborhoods. Nicole Dixon provided staff's presentation as included in the packet.

Chester Williams spoke on behalf of the applicant. He stated that the design was approved by the DRB.

The topic was opened to public comments. There were many comments from the public. The comments are summarized below.

- There was a zoning change to property which increased the density and does not match the existing properties.
- The property is 4 stories over a parking ground floor while existing properties are 3 stories or less.
- There is an osprey nest in trees marked for removal.
- There is no fence included on the property.
- The property includes multiple entrances.
- Beach access to islander's beach park
- Wimbledon Court buffers

Chairman Scanlon reminded all in attendance that the Planning Commission does not have the authority to deny the application. The Commission's purpose in the scenario is to facilitate input from the community to improve the project.

The Commission moved to discussion and asked about the access to nearby properties, changes in density, trespassing, community remedies, and traffic studies.

Ms. Luick stated that the DRB did not require a fence but did include a condition that a fence be studied along Folly Field Road with the suggestion of pierced brick design.

14. Adjournment

Chairman Scanlon adjourned the meeting at 3:48 p.m.

Submitted by: Brian Glover,
Administrative Assistant

Approved: [DATE]