

**TOWN OF HILTON HEAD ISLAND**  
**Planning Commission**  
**Minutes of the May 1, 2019 – 9:00 a.m. Meeting**  
**Benjamin M. Racusin Council Chambers**

Commissioners Present: Chairman Alex Brown, Vice Chairman Peter Kristian, Leslie McGowan, Todd Theodore, Judd Carstens, Lavon Stevens, Caroline McVitty

Commissioners Absent: Michael Scalon (excused)

Town Council Present: David Ames, Tamara Becker, Glenn Stanford

Town Staff Present: Shawn Colin, Director of Community Development; Nicole Dixon, Development Review Administrator; Brian Hulbert, Staff Attorney; Taylor Ladd, Senior Planner; Teri Lewis, Deputy Director of Community Development; Jennifer Ray, Deputy Director of Community Development; Anne Cyran, Senior Planner; Teresa Haley, Senior Administrative Assistant

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**1. Call to Order**

Chairman Brown called the meeting to order at 9:01 a.m.

**2. Pledge of Allegiance to the Flag**

**3. Roll Call** – See as noted above.

**4. Freedom of Information Act Compliance**

Public notification of this meeting has been published, posted, and distributed 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 by general consent.

**6. Approval of Minutes** – Meeting of April 3, 2019

Vice Chairman Kristian moved to approve the minutes of the April 3, 2019 meeting as submitted. Commissioner Carstens seconded. The motion passed unanimously.

**7. Appearance by Citizens on Items Unrelated to Today's Agenda** – None

**8. Unfinished Business** – None

**9. New Business**

**a. Public Hearing**

**ZA-000741-2019** – Request from Todd Theodore with Wood and Partners Inc. on behalf of Shipyard Plantation Property Owners' Association, to amend the Official Zoning Map by changing the uses and densities designated by the PD-1 Shipyard PUD (Planned Development Mixed-Use) Master Plan for parcels R550 015 000 0343 0000 and R550 015 000 0394 0000. Parcel #343, located at 10 Shipyard Drive, is 2.8 acres. It is the site of the existing Shipyard Administrative Office. Parcel #394 is 1.8 acres and it is undeveloped. Both parcels are located at the William Hilton Parkway entrance for Shipyard on Shipyard Drive. The existing designated use of Parcel #343 is "Administrative Office with Associated Parking for the Shipyard Plantation Security Offices, Shipyard Plantation Property Owners' Association and for Visitor Pass Distribution" with an existing density of 3,100 square feet. The existing designated use of Parcel #394 is "Open Space, Undesignated" with no density assignment. The maximum building height currently allowed on both parcels is 75 feet. The request is to change the designated uses of Parcel #343 to "Community Services, Parks, and Open Space," to increase the maximum

density to 4,000 square feet per net acre, and to decrease the maximum building height to 45 feet. The request is also to change the designated uses of Parcel #394 to “Community Services, Parks, and Open Space,” to assign a maximum density of 10,000 square feet per net acre, and to decrease the maximum building height to 45 feet.

*(Commissioner Theodore recused himself from review of ZA-000741-2019 due to a professional conflict of interest. A Conflict of Interest form was completed, signed, and made a part of the record.)*

Ms. Ladd presented the rezoning application as described in the Staff Report. During the statutory publishing period for the Zoning Map Amendment, Staff received one telephone call from a Shipyard resident seeking additional information. Staff recommends the Planning Commission find this application to be consistent with the Town’s Comprehensive Plan and serve to carry out the purposes of the LMO, based on those Findings of Fact and Conclusions of Law as determined by the LMO Official and enclosed in the Staff Report. Staff recommends that the Planning Commission recommend approval of this application to Town Council.

The Commission made brief comments and inquiries related to: the reason why the applicant request 10,000 square feet of density on Parcel B; that the Minor DPR application was revised because the current zoning does not allow parking on Parcel B; parking on Parcel B would be permitted under the proposed rezoning; and whether Staff considered the impact impervious surfaces would have on the surrounding lagoon.

Chairman Brown opened the meeting for public comment and none were received. There was no further discussion by the Commission.

Vice Chairman Kristian moved to find this application to be consistent with the Town’s Comprehensive Plan and serve to carry out the purposes of the LMO, based on those Findings of Fact and Conclusions of Law as determined by the LMO Official and enclosed in the Staff Report, with a recommendation of approval to Town Council. Commissioner Stevens seconded. The motion passed with a vote of 6-0-0.

**10. Commission Business – None**

**11. Chairman’s Report – None**

**12. Committee Report**

Gullah-Geechee Land & Cultural Preservation Task Force – Commissioner Stevens reported the Task Force is reviewing the consultant’s final report and soon will bring forward their recommendations to the full Commission. The Historic Neighborhoods Preservation Administrator position has been filled. The new Administrator will begin in June.

Comprehensive Plan Committee – Commissioner Carstens reported the kick off meeting for the Our Plan process is scheduled for May 8 at 3:30 p.m. in the new Living Lab. He encouraged the Commissioners to attend.

Chairman Brown shared remarks related to the upcoming next phase of the Vision process and the Comprehensive Plan.

**13. Staff Report – None**

**14. Adjournment**

Vice Chairman Kristian moved to adjourn. Commissioner Stevens seconded. The meeting was adjourned at 9:27 a.m.

Submitted by: Teresa Haley, Secretary

Approved: May 15, 2019

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Alex Brown, Chairman