



Town of Hilton Head Island  
**Public Planning Committee Special Meeting**

Monday, August 19, 2019 at 1:00 p.m.  
Benjamin M. Racusin Council Chambers

## **MEETING MINUTES**

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

**Absent from the Committee:** None

**Present from Town Council:** Marc Grant, Mayor John McCann

**Present from Town Staff:** Shawn Colin, Director of Community Development; Nicole Dixon, Development Review Administrator; Sheryse DuBose, Historic Neighborhoods Preservation Administrator; Carolyn Grant, Communications Director; Josh Gruber, Assistant Town Manager; Teri Lewis, Deputy Director of Community Development; Jayme Lopko, Senior Planner; Tyler Newman, Senior Planner; Jennifer Ray, Deputy Director of Community Development; Teresa Haley, Senior Administrative Assistant

---

**1. Call to Order**

Chairman Ames called the meeting to order at 1:02 p.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. Unfinished Business** – None

**4. New Business**

a. Review of recommendations from the Gullah Geechee Culture Preservation Project Report

Ms. DuBose, Historic Neighborhoods Preservation Administrator (HNPA), made a presentation on the item. Staff recommends that the Public Planning Committee forward to Town Council a recommendation to accept the Gullah Geechee Culture Preservation Report (Report).

The Committee complimented the Gullah Geechee Land & Cultural Preservation Task Force (Task Force) and Staff on their work. The Committee made comments and inquiries regarding: the Task Force and Staff working together to prioritize the Staff recommendations; seeing a collective effort between staff and the community in the example of an open air market; support of the overall recommendations and furthermore the Town Council, Task Force, and Staff reviewing them in greater detail over the next few months; consider maintaining a database of heirs property title issues and resolutions to better assist other families with similar issues; consider requiring applicants who wish to develop within the proposed Historic Gullah Neighborhoods Conservation Overlay District to donate to the Town easements or ROW in order to provide adequate infrastructure to serve development in the area; coordinating a plan to preserve land and the rights of private landowners; in PP-4, Staff Response, change Staff “could” to “will” consider; in PP-5, Staff Response, change Staff “may” to “will” consider; understanding “long-term” does not mean delay in action; and fine tuning the recommendations over the next few months in time for Town Council’s December retreat.

The Committee thanked Mr. Lavon Stevens, Chairman of the Task Force, for his leadership on this effort. Mr. Stevens shared remarks about the community's work and emphasized the importance of communication, transparency, and accountability.

Chairman Ames asked public comments and the following were received: compliments to the Task Force, Committee, and Staff on their work; support of the recommendations; collective efforts on the part of the Town and community to meet the community needs; matching specific recommendations to an accountable timeline; create an advisory board to work with the HNP; compliments on the Historic Neighborhoods signs; make the overlay zoning district a priority; implement a quarterly status report on the recommendations; keep the Task Force in place to continue the work; support for the Task Force recommendations over Staff's; consideration of certain metrics in the RFQ for the DMO; allocation of funds to the Black Chamber of Commerce; and creating subdivision standards.

With no further discussion from the public or the Committee, Chairman Ames asked for a motion.

Mr. Harkins moved that the Public Planning Committee forward to Town Council a recommendation to accept the Gullah Geechee Culture Preservation Report. Furthermore, that Town Staff and the Gullah Geechee Land & Cultural Preservation Task Force prioritize the Town Staff recommendations; the Town Manager develop a work plan with immediate emphasis on the highest priorities; the Town Manager include a status report, identify resources, and develop an accountable timeline from the Historic Neighborhoods Preservation Administrator; all of which will be discussed at the next Town Council meeting and annual retreat in December. Ms. Becker seconded. The motion passed with a vote of 5-0-0.

**5. Adjournment**

The meeting was adjourned at 2:32 p.m.

**Submitted by:** Teresa Haley, Secretary

**Approved:** September 19, 2019