



Town of Hilton Head Island
Public Planning Committee
January 23, 2020 at 3:00 p.m. Regular Meeting
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

Others Present from Town Council: None

Present from Town Staff: Shawn Colin, Director of Community Development; Anne Cyran, Senior Planner; Nicole Dixon, Development Review Administrator; Brian Eber, Storm Water NPDES Coordinator; Taylor Ladd, Senior Planner; Teri Lewis, Deputy Director of Community Development; Jayme Lopko, Senior Planner; Jennifer Ray, Deputy Director of Community Development; Stephen Ryan, Staff Attorney; Teresa Haley, Senior Administrative Assistant

1. Call to Order

Chairman Ames called the meeting to order at 3:00 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. Approval of Minutes

- a. Special Meeting December 11, 2019
- b. Regular Meeting December 19, 2019

Mr. Stanford moved to approve the minutes of the December 11, 2019 special meeting and December 19, 2019 regular meeting. Mr. Harkins seconded. The motion passed with a vote of 5-0-0.

4. Unfinished Business

- a. Review and recommendation on Workforce Housing program elements

Mr. Colin presented the item described in the Committee's agenda package. The Committee discussed and made inquiries regarding: provide the number of acres available for potential development in the priority areas for workforce housing: Palmetto Bay/Arrow Road/Pope Avenue, Squire Pope/Gumtree Road, and Opportunity Zone/Main Street; concern the demand for workforce housing is not there and workforce units will be underutilized adding to the supply of underutilized commercial properties; concern restrictions imposed on workforce housing units will prohibit amendments to repurpose those units if they are underutilized; concern for unit sizes decreasing the occupant's quality of life; study the restriction of commercial conversion to the priority areas; the marketplace will determine the type of unit, the location for that unit, and the timing; Sea Pines is considering developing their land in the Palmetto Bay area for workers in Sea Pines; the Town through legislation should assist in workforce development by incentivizing and motivating property owners/developers to do workforce housing; the Planning Commission/LMO Committee should invite the PUDs to meetings to discuss their involvement in this process.

Chairman Ames asked for public comments and received the following: concern this applies to 30% of the island and not the island as a whole; consider offering stronger incentives to gated communities to allow workforce housing within their gates; concern that a density bonus of market rate units will create overbuilding and increase the number of underutilized properties; reconsider the minimum square footage allowed; consider allowing tiny homes; data supporting the need for workforce housing has been consistent throughout the various studies and surveys performed; there are workforce housing eligibility requirements; consider doing a comprehensive inventory of housing on the island; provide a realistic number of acres available for potential development in the priority areas; the majority of properties within the gated communities are restricted by recorded covenants to single family residential use and workforce housing is considered multi-family use; land availability behind the gates is limited.

The Committee asked Staff find out the following information and bring it through the review process beginning with the LMO Committee:

- Provide the number of usable acres for potential development of workforce housing in the priority areas;
- Provide information related to allowing commercial conversion island-wide versus only in the three priority areas;
- The maximum occupancy allowed in the various workforce housing unit types;
- Clarify the maximum density permitted;
- Clarify how compliance with the regulations will be determined, whether by the ordinance or the Official

Mr. Stanford moved to recommend this item move forward to the LMO Committee with the following changes:

- Development incentives for commercial conversion projects that include at least 20% workforce housing units will be a reduction in minimum unit size by 33%
- Market-Rate Conversion Minimum Unit Size for 1-bedroom shall be 800 square feet, 2-bedroom shall be 1,075 square feet, and 3-bedroom shall be 1,330 square feet.

Mr. Harkins seconded. The motion passed with a vote of 4-1-0. Ms. Becker opposed.

b. 2020 Trolley Budget and Routes

Mary Lou Franzoni with Palmetto Breeze presented the item to the Committee. The Committee generally supported the proposed extended route. During the discussion, the Committee asked for the following information: provide documentation on a funding solution for the Town to provide the trolley as a free service; cost to add a television monitor to display messaging.

Chairman Ames asked for public comments and received the following: consider the trolley as a means of transportation for workers from Bluffton to Hilton Head Island and back. The Committee thanked Ms. Franzoni for the update.

5. New Business

a. Review and recommendation on 2019 General LMO Amendments – Set 2

The Planning Commission recommends that the Public Planning Committee forward the proposed 2019 LMO Amendments – Set 2 to Town Council with a recommendation of approval. Staff presented each proposed amendment as described in the Committee's agenda package. The Committee discussed each one and asked the public at large for comments. Following the public comment and discussion, the Committee voted on the proposed amendments.

Proposed Amendment

- This change will add HVAC units to the table of allowable setback encroachments.

Mr. Stanford moved to recommend that this amendment not move forward for adoption. Mr. Harkins seconded. The motion passed with a vote of 5-0-0.

Proposed Amendments

- This change will clarify the language to make it clear that a final plat will not be stamped for recording of the subdivision with Beaufort County until a final Certificate of Compliance (C of C) has been issued.
- This change will allow an Indoor Commercial Recreation use as an allowed use in the CC zoning district.
- This will allow projects that fall within the COR but are not visible from the OCRM Baseline or the OCRM Critical Line to be reviewed through the Minor Corridor Review Procedure.
- This change will clarify that stormwater requirements are applicable to any land disturbing activity that both disturbs ½ acre of land or greater and is within ½ mile of coastal receiving waters.
- This change will add the SCDHEC National Pollutant Discharge Elimination System (NPDES) Construction General Permit (CGP) and the SCDHEC Ocean & Coastal Resource Management (OCRM) Coastal Zone Consistency Certification (CZC) Heightened Stormwater Management Requirement to the list of acceptable reference guides.
- This change will state that the rational method (one of two accepted hydrological methodologies for computing surface runoff) may be used only for sizing individual culverts or storm drains that are not part of a pipe network or system and have a contributing drainage area of 10 acres or less.
- This change will delete health club/spa from examples under Indoor Commercial Recreation.
- This change will add health club/spa as an example under Other Commercial Services.
- This change will add 'screened' in front of 'outdoor storage' in the Bicycle Shop definition.
- This change will add a requirement that dumpsters be screened in keeping with the Design Guide.
- This change will require that setbacks be shown on the site plan.
- This change will require that outdoor commercial recreation uses be approved by special exception.
- These amendments will establish grinding as a standalone use and will provide for where it is allowed, establish conditions, required parking spaces and a definition.
- Ministerial Amendments

Mr. Stanford moved to forward these amendments to Town Council with a recommendation of approval. Mr. Harkins seconded. The motion passed with a vote of 5-0-0.

6. Committee Business – None

7. Staff Updates – None

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

9. Adjournment

The meeting was adjourned at 4:47 p.m.

Submitted by: Teresa Haley, Secretary

Approved: February 27, 2020