



Town of Hilton Head Island  
Public Planning Committee  
Thursday, December 16, 2021, 3:00 p.m.  
**MEETING MINUTES**

**Present from the Committee:** David Ames, *Chairman*; Tamara Becker, Alex Brown, Glenn Stanford

**Present from Town Council:** Tom Lennox, Bill Harkins

**Present from Town Staff:** Josh Gruber, *Deputy Town Manager*; Shawn Colin, *Sr. Advisor to the Town Manager*; Chris Yates, *Interim-Director of Community Development*; Anne Cyran, *Interim-Comprehensive Planning Manager*; Missy Luick, *Sr. Planner*; Krista Wiedmeyer, *Town Clerk*

---

**1. Call to Order**

The Chairman called the meeting to order at 3:00 p.m.

**2. FOIA Compliance**

Ms. Wiedmeyer confirmed compliance with the South Carolina Freedom of Information Act.

**3. Roll Call**

Attendance of all members was confirmed by way of roll call.

**4. Approval of the Agenda**

Mr. Stanford moved to approve. Mrs. Becker seconded. Motion carried 4-0.

**5. Approval of Minutes**

**a. Regular Meeting – November 18, 2021**

Mr. Stanford moved to approve. Mrs. Becker seconded. Motion carried 4-0.

**6. Appearance by Citizens**

Lee Lucier and Christian Luz addressed the Committee with their concerns about the Parking Study Master Plan. Mr. Luz requested that the Committee and all of Town Council please review the independent study that was performed. Mr. Gruber stated he would be sure to get it out to Council once received.

Edwina Dunlap addressed the Committee with regards to the citizen recommended upgrades and changes to Islanders Beach Park.

Patsy Brison addressed the Committee about the E-Bike regulations and the use of the same on the Town's pathways.

Dustin Kennedy addressed the Committee about his concern with the proposed updates to the Short-Term Rentals on the Island.

## **7. Unfinished Business**

### **a. Parking Study Master Plan – Direction on Implementation**

Mr. Gruber delivered a brief presentation to the Committee with a recommendation to authorize the continued pursuit and implementation of a comprehensive beach parking master plan. He discussed the next steps for taking such action would be the development and issuance of a public solicitation for beach parking management services. After much discussion, Mr. Stanford made a motion authorizing Town staff to begin the development and issuance of the public solicitation for beach parking management services. Mrs. Becker seconded. The motion carried by a vote of 4-0.

### **b. Discussion of Beach Master Planning and Facility Update**

Mr. Buckalew made a brief presentation to the Committee seeking an endorsement on a policy framework plan and phased implementation related to operations at Islanders Beach Park. Mr. Buckalew reviewed the proposed recommendations with the Committee and answered questions. After much discussion, the action noted herein below was taken. Staff is to bring all the information back to the Committee at their next meeting for final review and potential action.

Mr. Stanford made a motion directing Town staff to remove the parking meters at Islanders Beach Park, contingent on final approval from the SC Department of Health and Environmental Control. Mrs. Becker seconded. The motion carried 4-0.

Mr. Stanford made a motion directing Town staff to revise the eligibility requirements to include Hilton Head Island residential property owners who pay both the 4% and 6% property tax, to exclude Time-Share ownership of less than 183 days, but to include rentals or leases of more than 183 days. Staff is also directed to develop a transition plan. Mrs. Becker seconded. The motion carried 4-0.

Mr. Stanford made a motion to update and impose an annual fee of \$15.00 for Beach Parking Passes, the Committee directed staff to develop a transition plan. Mrs. Becker seconded. The motion carried 4-0.

Mr. Stanford made a motion to limit shuttle vehicle access to Islanders Beach Park to only assisted living facilities with eligible residents and others at the discretion as may be allowed by Town staff. Mrs. Becker seconded. The motion carried 3-1, Mr. Brown opposing.

Mr. Stanford made a motion to limit pedestrian and bicycle access at Islanders Beach Park to those eligible Beach Pass holders, pending legal review and verification of authority. Mrs. Becker seconded. The motion carried 4-0.

**c. Discussion of E-Bike Regulations**

Ms. Busch delivered a brief presentation and answered questions concerning E-Bikes and proposed regulations. She reviewed the proposed recommendation, which was to be consistent with the state code pertaining to the same. Ms. Busch reviewed the feedback from the various stakeholder meetings and the potential amendments to the Municipal Code. She answered questions posed to her from the Committee and affirmed she would be back at the next Public Planning Committee meeting with final recommendations for Committee action.

**d. Monthly Update on the Short-Term Rental Ordinance Initiative**

Ms. Cyran gave a brief presentation and answered questions concerning the Short-Term Rental Ordinance Initiative. The Project Timeline was reviewed and she highlighted the upcoming stakeholder meetings. Ms. Cyran also reviewed the data received as a result of stakeholder meetings that have already taken place. She also discussed the Town's interest in pursuing a limited contract with a short-term rental monitoring company for a snapshot of the number and location of short and long-term residential rental properties.

**8. Adjournment**

With no further business, Chairman Ames adjourned the meeting at 4:23 p.m.

**Submitted by:** Krista M. Wiedmeyer, Town Clerk

**Approved:** January 27, 2022

**The recording of this meeting can be found on the Town's website at <https://hiltonheadislandsc.gov/towncouncil/pubplan/>.**