



Town of Hilton Head Island
PUBLIC PLANNING
COMMITTEE SPECIAL MEETING
Thursday, August 10, 2023, 10:00 AM
MINUTES

Present from the Committee: David Ames, *Chairman*; Patsy Brison, Tamara Becker, Glenn Stanford

Present from Town Council: Steve Alfred

Present from Town Staff: Shawn Colin, *Assistant Town Manager-Community Development*; Kimberly Gammon, *Town Clerk*

1. Call to Order

Chair Ames called the meeting to order at 10:00 a.m.

2. FOIA Compliance

Ms. Gammon confirmed Compliance with the Freedom of Information Act.

3. Adoption of the Agenda

Ms. Brison moved to approve. Mr. Stanford seconded. Motion carried 4-0.

4. Approval of Minutes

- a. Regular Meeting Minutes of July 13, 2023

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

5. Appearance by Citizens

Daniel Anthony addressed the Committee regarding the Marshes District. His comments were inaudible on the recording.

6. Unfinished Business

- a. Presentation and Discussion on the Creation of Hilton Head Island District Plans and Land Management Ordinance – Missy Luick, Assistant Community Development Director

Shawn Colin conducted a presentation stating staff is fine-tuning the map series for the District Plans and hope to present them at the next meeting. He stated the first three districts were prioritized as 1) Mid-Island; 2) Marshes; 3) Bridge to Beach

and requested input from the Committee's regarding the prioritization of the remaining districts. After discussion and individual ratings, Mr. Stanford moved to prioritize the remaining five districts: 4) Forest Beach; 5) Skull Creek; 6) Chaplin; 7) Main Street; 8) Parkway. Ms. Brison seconded. Motion carried 4-0.

Shawn Colin pointed out that the project can be tracked through a link on the Town website. He reviewed the schedule for community engagement and stated staff will continue to work with the Committee, Town Manager and Mayor regarding bringing the item forward to Town Council with a target date for completion by April, 2024. Members of the Committee made comments and asked questions regarding: the notification process for property owners of record; review of the conserve and consider definitions; a suggestion of different terminology for a better understanding when communicating with the public; a suggestion to have community gatherings, that are held at various times of the day with consideration of work schedules and family commitments.

Mr. Colin stated as the project is defined staff will bring back a detailed communication strategy to the committee with all the different outlets and methods of how it is being implemented.

Shawn Colin provided a brief update on the LMO process. He stated Phase 4a is scheduled for discussion and review at today's meeting. He explained Phase 4, which is in development, contains a balance of changes to help provide additional protection, clean up areas where there are pressure points and stated the need for some application procedural changes to be addressed. Mr. Colin said there has been discussion regarding Family Compounds and Subdivisions, traffic impact and protection of natural resources that need focused on before the complete overhaul of the LMO is addressed. He said the items will be advertised this month for a September Planning Commission meeting for review and will be brought back to the Public Planning Committee for review.

Members of the Committee made comments and asked questions regarding: the need to address mass scale, density, and floor area ratio of non-residential as soon as possible; inquiry as to when the definition of a dwelling unit will be addressed and a request it is included in Phase 4.

Mr. Colin clarified the foundational definition of a dwelling unit is going to be the same across the board, but massing and scale will be district specific. He went on to state that they have had two responses to an RFQ for code writers to assist with Phase 5 which staff is evaluating and should have a recommendation in the near future.

7. New Business

- a. Consideration of Proposed Ordinance 2023-16 Amending Title 16 of the Municipal Code of the Town of Hilton Head Island, the Land Management Ordinance (LMO) to Amend Single-Family Dwelling Parking Requirements

and to Establish Regulations for Single-Family Dwelling Floor Area Ratio Requirements – Missy Luick, Assistant Community Development Director

Shawn Colin informed the Committee there are two items within the amendment which are to establish single-family dwelling parking requirements and to establish single-family dwelling floor Area Ratio (FAR) requirements. He reviewed the criteria when evaluating LMO amendments. He explained they reviewed the single-family dwelling parking requirements to better align that use to the size of the dwelling unit structure. Mr. Colin proceeded to present a detailed presentation regarding the proposed amendments.

Members of the Committee made comments and asked questions regarding: confirmation that the parking changes being addressed are related to all districts that allow single-family residential development; confirmation the overlay districts have a different parking metric than other districts; confirmation there would be no reduction in parking in the overlay districts; concern about imposing restrictions on single-family homes based upon a problems caused by short term rentals; confirmation that the recommendation for the overlay districts is to maintain the two (2) per dwelling unit base and then the one (1) per 750 square feet requirement; concern that if parking spaces are increased there will be significant changes to the character of the Island and a reduction in vegetation, trees, etc.; concern this is being driven by short term rentals; concern over additional impervious coverage; the need to solve the impact from parking in the area of Forest Beach; a suggestion that when the square footage gets to a certain level, 50% of the parking spaces required need to be within the structure itself; and a suggestion the change only be applied in highly concentrated short term rental areas.

Ms. Becker moved to accept the staff recommendation and the recommendation of the Planning Commission to go with the ZoneCo parking requirements as presented here today. Motion failed for lack of a second.

Shawn Colin conducted a presentation regarding the Floor Area Ratio (FAR) proposed amendment. He explained the purpose is to apply a relationship between the building size on a lot, the built environment versus the land, acreage of the land, square footage of the land, and to have that relationship through the FAR applicability. He explained the rules of measurement.

Members of the Committee asked questions and made comments regarding: clarification this will not apply to the PUD's; confirmation that where there isn't overlay protection or the FAR, there are might higher FAR's; concern this is being driven by short term rentals and the restriction to single family residences; suggestion of the need to focus the restrictions on the overlay districts; the need to make sure when the FAR is changed the existing FAR requirement in Forest Beach which is now .55 and the maximum house size would be reduced; the need

to help all understand why it is important to recalibrate and balance lot size to home size; the need to see the FAR as being one tool in the toolbox to try and retain character of the Island; and acknowledgement that as district plans are developed the FAR may increase in areas.

Chair Ames asked for public comment.

Daniel Anthony addressed the Committee and expressed his appreciation noting it is protection for the future. He emphasized the need to put this in place to protect land from overdevelopment. He stated existing problems with short term rentals still needs addressed.

John Casey addressed the Committee stating he was in favor of the motion but stated the two items within the ordinance should be addressed separately.

Chet Williams addressed the Committee and asked them to keep in mind what sort of nonconformities are being created and the effect it this will have.

Kelly LeBlanc addressed the Committee stating her appreciation and noted concern for the quality of life on the Island.

Gray Smiht addressed the Committee and referenced the Bradley Beach area. He stated he feels this action will eliminate those types of excessive short-term rentals from being constructed.

James Cowan addressed the Committee stating the action will diminish the future value of his property.

Tai Scott addressed the Committee stating if this ordinance is passed and written the economic opportunity and potential housing opportunities for Gullah property owners will be taken away. He added that the parking amendment will also place a burden of Gullah property owners with mobile homes.

Ms. Brison moved to recommend to forward Proposed Ordinance 2023-16 to Town Council for consideration of adoption of the proposed amendments with the following changes:

1. Change the Floor Area Ratio (FAR) to .32 instead of .45 making sure that it also applies to the three overlay districts.
2. In addition to that, include the staff recommendation on the parking, because reducing the FAR will then have the effect of reducing the parking requirements.

Ms. Becker seconded. Ms. Brison clarified the motion to move forward with a Floor Area Ratio (FAR) of .32 to include the maximum home size of 4000 square feet,

making sure it also applies to the three overlay districts. and to move forward with a parking recommendation as recommended by the Planning Commission. Motion failed 2-2-0. (Ames and Stanford against)

Mrs. Brison moved that the Committee recommend to the Town Council adoption of the staff recommendations and Planning Commission recommendations on the FAR Amendments with the following changes:

1. Reducing the Floor Area Ratio (FAR) from .45 to .32 making sure the changes apply to the three overlay districts, Forest Beach, Folly Field and Holiday Homes, including the recommendation from the staff and the Planning Commission of a maximum home size of 4000 square feet. Mr. Stanford seconded.

Mr. Ames stated that if the FAR is lowered to .32 the maximum home size of 4000 square feet is not needed so he will be voting against it. Motion carried 3-1-0. (Ames against)

Ms. Brison moved that the Committee does not make a recommendation to Town Council with regard to the parking requirements. Mr. Stanford seconded.

Ms. Becker asked Mr. Colin to explain the option he presented earlier. He posed that rather than offer the one space at for 750 square feet to adopt the parking provisions that are currently existing in the overlay districts which are 2 spaces up to 2000 square feet and 1 additional space for every 1000 square foot or portion thereof increment. Ms. Becker requested the Committee consider that option as an alternative.

Ms. Brison stated she would withdraw her motion if the seconder, Mr. Stanford would withdraw his second. Mr. Stanford stated he agreed with the withdrawal.

Ms. Brison moved to recommend to the Town Council that the Land Management Ordinance (LMO) amendments on parking would be the ZoneCo Overlay proposed requirement. Ms. Becker seconded. Motion carried 3-1-0 (Stanford against)

8. Adjournment

The meeting adjourned at 11:58 a.m.

Approved: September 14, 2023

The recording of this meeting can be found on the Town's website at www.hiltonheadislandsc.gov