



Town of Hilton Head Island PLANNING COMMISSION MEETING Wednesday, January 15, 2025, 2:00 PM Minutes

1. Call to Order

Chairman Siebold called the meeting to order at 2:00 p.m. Present were: Chairman Siebold, Commissioners Whaley, DuBois, Mealer, Campbell, Henz and Cordes. Vice Chairman O'Neil was excused.

2. Pledge to the Flag

3. Adoption of the Agenda

Chairman Siebold requested a change to the Agenda. He would like New Business, Item 6 b. to be heard before Item 6 a. Commissioner Whaley moved to approve the request. Commissioner Mealer seconded. Commissioner Cordes moved to approve the Amended Agenda. Commissioner DuBois seconded. The Amended Agenda was unanimously approved.

4. Approval of the Minutes

a. Regular Meeting Minutes of December 18, 2024

Commissioner Henz moved to approve the Meeting minutes of December 18, 2024. Commissioner Lobaugh seconded. The Meeting minutes of December 18, 2024 were unanimously approved.

5. Unfinished Business

- a. SUB-001136-2024: Public Hearing on an Application for a Deviation from a previously approved Major Subdivision, from Brandon Walton, for a project to reconfigure and subdivide lots addressed as 11 Sea Front Lane and 13 Sea Front Lane, also identified as Parcel Number 60 and Parcel Number 59, respectively, on Beaufort County Tax Map 12.

Trey Lowe presented the Application which was included in Agenda Packet and advised staff recommends the Planning Commission deny the Application. The Applicant, Brandon Walton answered questions from the Commission. Chairman Siebold opened for public comment. Citizen comments were heard. After discussion by the Board, Commissioner Mealer moved to approve the Application as presented. Commissioner Henz seconded. The motion unanimously passed.

6. New Business

- a. Public Hearing Request from Chris Breen of Blue Hour Housing for a text amendment to Title 16 of the Municipal Code of the Town of Hilton Head Island, the Land Management Ordinance, to amend Chapter 16-4, Use Standards, to add a new Adaptive Re-Use Hotel/Motel Conversion Program as 16-4-106.

Chris Breen, of Blue Hour Housing, the Applicant indicated he is proposing a Text Amendment that would create a new use called Adaptive Re-Use Hotel/Motel Conversion Program that is permitted on properties located within the Low to Moderate Density Residential (RM-4) District, Moderate Density Residential (RM-8) District, Moderate to High Density Residential (RM-12) District, Community Commercial (CC) District, Light Commercial (LC) District, Main Street (MS) District, Sea Pines Circle (SPC) District, Medical (MED) District, Mitchelville (MV) District, Planned Development Mixed Use (PD-1) District, Waterfront Mixed-Use (WMU) District, and Stoney (S) District. Creation of a new use called "Adaptive Re-Use Hotel/Motel Conversion Program would permit the conversion of existing hotels and motels to a Multifamily Residential Use at a one guest room to one dwelling unit density conversion ratio, in addition to other requests.

Trey Lowe, Development Services Manager, advised the Commission that on December 11, 2024, the Applicant submitted a proposed Text Amendment to the Land Management Ordinance (LMO) Sections 16-4, Use Standards, and 16-10, Rules of Measurement, to allow for a new use to be established called Adaptive Re-Use Hotel/Motel Conversion, to establish minimum unit sizes for use.

Mr. Lowe stated that in determining whether to recommend that Town Council adopt or deny the proposed Text Amendment, the Planning Commission may weigh the relevance of and consider whether and the extent to which the proposed Text Amendment:

1. Is in accordance with the Comprehensive Plan;
2. Is required by changed conditions;
3. Addresses a demonstrated community need;
4. Is consistent with the purpose and intent of the zoning districts in this Ordinance, or would improve compatibility along uses and ensure efficient development within the Town;
5. Would result in a logical and orderly development pattern; and
6. Would not result in significantly adverse impacts on the natural environment, including but not limited to water, air, noise, stormwater management, wildlife, vegetation, wetlands, and the natural functioning of the environment.

After a lengthy discussion, Commissioner Lobaugh moved to forward a recommendation of denial to Town Council with the understanding that the parties come together for a solution. Commissioner DuBois seconded. The motion passed with a vote of 5-3. Commissioners Campbell, Henz and Mealer were opposed.

- b. Introduction to Land Management Ordinance Priority Amendments to include Workforce Housing Density Bonus, Single-Family Home and Commercial Mass & Scale, Subdivision Regulations, Adaptive Re-Use of Existing Hotels & Motels, Major Subdivision & Development Plan Review Process, Transportation Impact Analysis Plan, Common Open Space, Tree Protection, Sign Regulations, and Construction Management Standards.

Missy Luick, Planning Director, indicated she will address the introduction of 10 Priority Amendments to the Land Management Ordinance. The purpose of introduction is to review, offer an opportunity for questions and suggestions in preparation for the Public Hearing that will be scheduled for February 19, 2025. We are not asking the Planning Commission to make any decisions today on any of these amendments that we will provide an overview on. We are looking for your initial comments. We would like to understand what additional information you need for the Public Hearing dates, so you are ready to make a decision. If after this review you have feedback that you would like to communicate, feel free to communicate through the Chairman to us so we can prepare for that Public Hearing.

Ms. Luick reviewed the 10 Priority Amendments with the Commission and a summary of proposed changes, as follows:

- 1) Workforce Housing Density Bonus
- 2) Single-Family Home & Commercial Mass & Scale
- 3) Subdivision Regulations
- 4) Adaptive Re-Use of Existing Hotels & Motels
- 5) Major Subdivision & Development Plan Review Process
- 6) Transportation Impact Analysis Plan
- 7) Common Open Space
- 8) Tree Protection
- 9) Sign-Regulations
- 10) Construction Management Standards

Chairman Siebold thanked Ms. Luick for her very thorough presentation.

7. Public Comment - Non Agenda Items

8. Commission Business

a. Special Election

Chairman Siebold announced the need to hold a Special Election to appoint an Interim Vice Chairman. Vice Chairman O'Neil is on an extended, excused leave and will continue to serve as a Commissioner but is unable to fulfill the responsibilities of Vice Chairman.

Chairman Siebold invited nominations for the position. Commissioner Henz nominated Commissioner Campbell. Commissioner Campbell was unanimously approved as Vice Chairman to serve in the interim role, not to exceed June 30, 2025.

9. Chairman's Report

10. Staff Reports

a. Land Management Ordinance and Districts Project Updates

Regarding the Priority Amendments for the LMO, it is important to note that the full code overhaul remains in progress and is actively being developed behind the scenes.

11. Adjournment

The meeting was adjourned at 4:42 p.m.

APPROVED: February 19, 2025

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