



Town of Hilton Head Island PLANNING COMMISSION MEETING Wednesday, March 19, 2025, 2:00 PM Minutes

1. Call to Order

Chairman Siebold called the meeting to order at 2:00 pm. Present were Chairman Siebold, Vice-Chairman Campbell, Ellen Whaley, Tom Henz, Joseph DuBois, and Ed Cordes.

2. Pledge to the Flag

3. Adoption of the Agenda

Staff requested the following change to the presented agenda: recognition of outgoing Commissioner Albert Mealer to follow Approval of the Minutes. A motion to adopt the agenda with the proposed change was made by Commissioner Cordes. Commissioner Henz seconded. The motion passed unanimously.

4. Approval of the Minutes

a. Regular Meeting Minutes of February 19, 2025

A motion was made by Vice-Chairman Campbell to approve the Regular Meeting Minutes of February 19, 2025. Commissioner DuBois seconded. The Minutes of February 19, 2025 were unanimously approved.

b. Special Meeting Minutes of March 3, 2025

A motion was made by Commissioner DuBois to approve the Special Meeting Minutes of March 3, 2025. Vice-Chairman Campbell seconded. The Minutes of March 3, 2025 were unanimously approved.

5. Unfinished Business

- a. Consideration of an Ordinance to Amend Title 16 of the Municipal Code of the Town of Hilton Head Island, the Land Management Ordinance, to amend the current design regulations and requirements for open space and pathways in Major Subdivisions to include LMO Sections: 16-3-104, 16-3-105, 16-4-104, 16-5-103, 16-5-104, 16-5-107, 16-5-115, 16-6-102, 16-10-102, 16-10-105, and Appendices A & D - Missy Luick, Director of Planning**

Chairman Siebold introduced the item and declared the Public Hearing open. Missy Luick, Director of Planning, presented a proposal of the remanded text amendment with the changes requested by the Planning Commission on February 19, 2025. Following the opportunity for public comment and Commission discussion, the Public Hearing was closed.

A motion to recommend approval to Town Council as presented was made by Commissioner Henz. Commissioner Whaley seconded. The motion passed unanimously.

6. New Business

- a. STDV-001544-2024** – Public Hearing for an application from Leander Cannick, owner of 11 Yucca Drive, to name a new street off Yucca Drive. The affected parcel is R510 005 000 006C 0000.

Chairman Siebold introduced the item and declared the Public Hearing open. Joheida Fister, Deputy Fire Chief, presented a proposal for a new street off of Yucca Drive to be named Yucca Lane. Following the opportunity for public comment and Commission discussion, the Public Hearing was closed.

A motion was made by Commissioner Henz to approve the naming of this street as presented. Vice-Chairman Campbell seconded. The motion passed unanimously.

- b.** Public Hearing for Consideration of an Ordinance to Amend Title 16 of the Municipal Code of the Town of Hilton Head Island, the Land Management Ordinance, to amend the Residential Base Zoning District Standards for the RM-12, Moderate to High Density Residential District and the Workforce Housing Program, to include the following LMO Sections: 16-3-104 and 16-4-105. - Missy Luick, Director of Planning

Chairman Siebold introduced the item and declared the Public Hearing open. Ben Brown, Director of Strategic Initiatives, presented an overview of the Northpoint Initiative. Missy Luick, Director of Planning, presented a proposal of the text amendment as included in the packet. Following public comment and Commission discussion, the Public Hearing was closed.

A motion was made by Commissioner Cordes that the Planning Commission forward to Town Council an approval of the text amendments as presented. Commissioner DuBois seconded the motion. The motion passed unanimously.

- c.** Consideration of an Ordinance to Amend the Official Zoning Map with Respect to the 16 Parcels Located on Northpoint Circle to Rezone the Parcels from the Parks and Recreation (PR) District to the Moderate to High Density Residential (RM-12) District; and Providing for Severability and an Effective Date - First Reading - Missy Luick, Director of Planning

Chairman Siebold introduced the item and declared the Public Hearing open. Missy Luick, Director of Planning, presented a proposal of the zoning map amendment as included in the packet. Following the opportunity for public comment and Commission discussion, the Public Hearing was closed.

A motion was made by Commissioner Henz to recommend approval to Town Council. Vice-Chairman Campbell seconded the motion. The motion passed unanimously.

- d. Public Hearing for Consideration of an Ordinance to Amend Title 16 of the Municipal Code of the Town of Hilton Head Island, the Land Management Ordinance, to amend Chapter 16-5, Development and Design Standards, to add new Construction Management Standards as: 16-5-117. - Missy Luick, Director of Planning

Chairman Siebold introduced the item and declared the Public Hearing open. Missy Luick, Director of Planning, presented the ordinance as included in the packet. Following the opportunity for public comment and Commission discussion, the Public Hearing was closed.

A motion was made by Commissioner Whaley to recommend approval of the proposed text amendment as presented to Town Council. Commissioner DuBois seconded the motion. The motion passed unanimously.

- e. Consideration of the Capital Improvement Program Fiscal Year 2026 Priority Projects and recommendation to Town Council. - Jeff Netzinger, Engineering and Projects Director

Jeff Netzinger, Engineering and Projects Director, presented the proposed Capital Improvement Program Fiscal Year 2026 Priority Projects. The Commissioners asked questions about the details and timelines of several projects.

A motion was made by Commissioner Henz to recommend approval to Town Council. Commissioner Cordes seconded the motion. The motion passed unanimously.

- f. **PPR-000119-2025** - Public Hearing request from the Town of Hilton Head Island for Public Project Review for a new restroom facility at Old Schoolhouse Park. The affected parcels are Beaufort County Tax Map Parcel number R511 007 000 0247 0000 and R511 007 000 0070 0000, located at 150 and 152 William Hilton Parkway. - Melissa Paul-Leto, Principal Planner

Chairman Siebold introduced the item and declared the Public Hearing open. Melissa Paul-Leto, Principal Planner, presented a proposal for a restroom and storage facility with an open porch, at Old Schoolhouse Park located at 152 William Hilton parkway, and also known as parcel 70 on Beaufort County Tax Map number 7. During the opportunity for public comment, a resident shared concerns about parking, noise, and activity after dark. Shawn Colin, Assistant Town Manager, answered questions from the Commissioners. Commissioner Cordes stressed the importance of meeting ADA regulations as soon as possible. Following Commission discussion, the Public Hearing was closed.

A motion was made by Commissioner DuBois to approve the project as presented. Commissioner Henz seconded the motion. The motion passed unanimously.

7. Public Comment - Non Agenda Items

8. Commission Business

9. Chairman's Report

a. Recognition of outgoing Commissioner Albert Mealer

This item moved to follow Approval of the Minute: Chairman Siebold recognized outgoing Commissioner Albert Mealer for his service and presented a certificate on behalf of Planning Commission.

10. Staff Reports

a. **DPR-001470-2024** – Request from Judd Carstens, of Whitmer, Jones, Keefer, Ltd., for Development Plan Review for the property located at 862 William Hilton Parkway for modifications to the existing building and site.

Trey Lowe, Development Services Program Manager, presented a commercial Development Plan Review to the Commission regarding 862 William Hilton Parkway. Proposed work includes adding an entrance canopy, awnings to the first floor, shutters to the second-floor windows, and improvements to the landscaping. The parcel is zoned Light Commercial (LC) District and is in the Corridor Overlay. Following Mr. Lowe's presentation, he answered several questions from the Commission.

11. Adjournment

Chairman Siebold adjourned the meeting at 4:45 pm.

APPROVED - April 16, 2025

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