



Town of Hilton Head Island PLANNING COMMISSION MEETING Wednesday, March 18, 2026, 2:00 PM Minutes

1. Call to Order

The meeting was called to order at 2:00 pm.

In attendance: Chairman Tom Henz, Vice Chair Ellen Whaley, and Commissioners Chuck Lobaugh, Margaret Hewitt, Bruce Siebold, Jeff Turnbull, Bill Redman and Joe DuBois.

2. Pledge to the Flag

3. Adoption of the Agenda

Bruce Siebold made a motion to adopt the agenda. Jeff Turnball seconded the motion. The motion passed 8-0.

4. Approval of the Minutes

- a. Regular Meeting Minutes of January 21, 2026.

Bill Redman motioned to adopt the regular meeting minutes of January 21, 2026. Margaret Hewitt seconded. The motion passed 8-0.

5. Unfinished Business

- a. **LMO Text Amendment:** 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 Overlay Zoning District Standards for the Holiday Homes Neighborhood Character Overlay District (HH-NC-O), to include the following section: 16-3-106.J.

Trey Lowe, Interim Planning Director, LMO Official, and Development Services Manager, presented an ordinance for consideration regarding the Holiday Homes Overlay to amend district standards to better reflect the residential neighborhood. Several residents of the area spoke in support of the ordinance. Once the public hearing was closed, the Planning Commission discussed further. A motion was made to forward the application to Town Council with a recommendation of approval by Chuck Lobaugh. It was seconded by Ellen Whaley. The motion passed 8-0. It was noted that this item would be seen on the April 7 Town Council meeting agenda for the first reading.

6. New Business

- a. **PPR-000069-2026:** Public Hearing request from Stephen Barnes, Senior Project Manager, Town of Hilton Head Island, on behalf of the Town of Hilton Head Island,

for an Application for Public Project Review for the property identified on Beaufort County Tax Map as Parcel R510 007 000 0228 0000, also identified as the United States Postal Service site, located at 213 William Hilton Parkway. The parcel is located within the Light Commercial and Corridor Overlay Zoning Districts.

Michael Connolly, Senior Planner with the Town of Hilton Head Island, presented the application for PPR and assessment of the project's local character and extent with the Town's Comprehensive Plan. The project will include transportation improvements to the North End United States Postal Service site at 213 William Hilton Parkway. The project also includes lighting, signage, stormwater drainage, pathways, egress and right of way improvements in coordination with the Northpoint Workforce Housing Development. Vice Chair Ellen Whaley made a motion to find the application to be consistent with the Town's Comprehensive Plan. It was seconded by Jeff Turnbull. The motion passed 8-0.

- b. DPR-000073-2026:** Public hearing request from Matthew Johnson of Bohler Engineering, to redevelop the existing Truist Bank located at 2 Lafayette Place, also identified as Beaufort County Tax Map Parcel Number R510 008 000 0409 0000. The parcel is in the Main Street Zoning District and is in the Corridor Overlay Zoning District. The applicant proposes retrofitting the building for a new tenant and improving the parking lot to meet ADA requirements.

Michael Connolly, Senior Planner, presented information regarding the redevelopment of 2 Lafayette Place. The redevelopment will retrofit the building for a new tenant and improve the parking area to meet ADA requirements. There was no discussion by the Commission. Margaret Hewitt made a recommendation to the LMO Official to approve the project as presented. It was seconded by Ellen Whaley. The recommendation passed 8-0.

7. Public Comment - Non Agenda Items

Chester Williams discussed the conversion of hotels to workforce housing. He shared some proposed revisions to the Land Management Ordinance that would assist in the conversion of older hotel properties and provided a hard copy to the Commission.

8. Commission Business

There was no additional Commission business.

9. Chairman's Report

There was no report from the Chairman.

10. Staff Reports

There were no additional staff reports.

11. Adjournment

The meeting adjourned at 2:37pm.

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