



Town of Hilton Head Island PLANNING COMMISSION MEETING Wednesday, July 15, 2026, 2:00 PM Minutes

1. Call to Order

Chairman Henz called the meeting to order at 2:00 pm. In attendance: Chairman Tom Henz, Vice Chair Ellen Whaley, and Commissioners Bill Redman, Joe DuBois and Jeff Turnbull. Absent were Commissioners, Bruce Siebold, Chuck Lobaugh Margaret Hewitt and Ed Cordes.

2. Pledge to the Flag

3. Adoption of the Agenda

Vice-Chair Whaley made a motion to adopt the agenda as presented. Commissioner Redman seconded. The motion passed unanimously.

4. Approval of the Minutes

a. Regular Meeting Minutes of June 17, 2026.

Vice-Chair Whaley made a motion to adopt the regular meeting minutes of June 17, 2026. Commissioner Redman seconded. The motion passed unanimously.

5. Unfinished Business

There was no unfinished business.

6. New Business

a. **STDV-000427-2026: Public Hearing** request from Tashika Simmons, owner of 78 Oakview Road, for a Street Name Application to name an existing access easement off Spanish Wells Road. The affected parcels are identified on Beaufort County Tax Maps as R510 010 000 004C 0000, R510 010 000 004B 0000, R510 010 000 0352 0000, R510 010 000 0004 0000, R510 010 000 004G 0000, R510 010 000 004F 0000 and R510 010 000 0404 0000.

Chairman Henz introduced the item and declared the Public Hearing open. Kathleen Litchfield, 911 Communications Manager, presented a Street Name Application to name an existing access easement off Spanish Wells Road. Staff recommends the Planning Commission approve the Delphine Rufus Court Street Name Application based on the criteria outlined in Land Management Ordinance Section 16-2-103.O.4. Following the opportunity for public comment and Commission discussion, the Public Hearing was closed.

Commissioner DuBois moved to approve the naming of the street as presented. Vice-Chair Whaley seconded. The motion passed unanimously.

- b. **STDV-000576-2026: Public Hearing** Request from Kenneth Simmons, owner of 686 Spanish Wells Road, for a Street Name Application to name an existing access easement off Spanish Wells Road. The affected parcel is identified on Beaufort County Tax Maps as R510 010 000 0016 0000.

Chairman Henz introduced the item and declared the Public Hearing open. Kathleen Litchfield, 911 Communications Manager, presented a Street Name Application to name an existing access easement off Spanish Wells Road. Staff recommends the Planning Commission approve the Kenneth Lane Street Name Application based on the criteria outlined in Land Management Ordinance Section 16-2-103.O.4. Following the opportunity for public comment and Commission discussion, the Public Hearing was closed.

Commissioner Redman moved to approve the naming of the street as presented. Commissioner DuBois seconded. The motion passed unanimously.

- c. **PPR-000590-2026: Public Hearing** request from Neal Eike, with the Town of Hilton Head Island, for an Application for Public Project Review for the property identified on Beaufort County Tax Maps as Parcels R550-014-000-0954-0000 & R550 010 000 0454 0000, also identified as 4 Helmsway Way for the renovation of the current skate park and the development of a new pump track on a Town owned parcel.

Chairman Henz introduced the item and declared the Public Hearing open. Shea Farrar presented an application for Public Project review for the renovation of the current skate park and the development of a new pump track on a Town-owned parcel. Following the opportunity for public comment and Commission discussion, the Public Hearing was closed. Commissioner Turnbull moved to approve the application as presented. Commissioner DuBois seconded. The motion passed unanimously.

- d. **Annual Traffic Monitoring and Evaluation Report** — Section 16-2-103.J.10 of the LMO provides that this report will be prepared and submitted to the Planning Commission annually by the Town Engineer

Theresa McVey, Traffic Operations Manager, presented the Commission with the Annual Traffic Monitoring and Evaluation Report. Ms. McVey advised the report summarizes trends in traffic demand within the Town, including July weekday traffic counts at intersections and on major arterials. Also summarized in the report are the results of operational analysis for the weekday morning and afternoon peak volume hours recorded at all the Town's signalized intersections and Sea Pines Circle. The report includes mitigation recommendations for intersections found to be non-compliant with the operational goals outlined in LMO Section 16-5-106.C. The only intersections found deficient relative to these goals in July 2025 was that of William Hilton Parkway with Squire Pope Road and Chamberlain Drive during the weekday afternoon peak volume hour. Ms. McVey also reported on the continuous traffic counts conducted on the Town's major arterials over a consecutive Tuesday, Wednesday and Thursday in July 2025. Ms. McVey answered questions from the Commission. Commissioner Whaley moved to forward the Annual Traffic Report to Town Council as presented. Commissioner DuBois seconded. The motion passed unanimously.

7. Public Comment - Non Agenda Items

Chester Williams, Esquire introduced Ms. Lola Campbell to the Commission. Ms. Campbell is working with Mr. Williams and is also a member of the Town's LMO Task Force. The Commission welcomed Ms. Campbell and stated they looked forward to working with her.

8. Commission Business

- a.** Nomination and Election of Officers for July 1, 2026 - June 30, 2027 Term.

Commissioner DuBois nominated Tom Henz for Chairman and Ellen Whaley for Vice-Chair for the Term July 1, 2026 through June 30, 2027. Commissioner Redman seconded. The motion passed unanimously.

- b.** Appointment of Board Secretary for July 1, 2026 - June 30, 2027 Term.

Due to changes in staff, this item will be heard at a future meeting.

9. Chairman's Report

10. Staff Reports

There were no staff reports.

11. Adjournment

The meeting was adjourned at 3:03 pm.

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