



**Town of Hilton Head Island
Planning Commission
LMO Committee**

**Monday, August 15, 2016
2:00 p.m. – Conference Room 4**

AGENDA

As a Courtesy to Others Please Turn Off All Cell Phones and Pagers during the Meeting.

- 1. Call to Order**
- 2. Freedom of Information Act Compliance**
Public notification of this meeting has been published, posted, and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.
- 3. Approval of Agenda**
- 4. Approval of Minutes** – Meeting held on August 4, 2016
- 5. LMO Amendments**
 - a. Discuss draft amendments to accommodate multi-level self-service storage uses
 - b. Discuss potential list of amendments for 2016 LMO Amendments – 2nd Set
- 6. Adjournment**

Please note that a quorum of Town Council may result if four or more of their members attend this meeting. A quorum of Planning Commissioners may result if five or more of their members attend this meeting.

TOWN OF HILTON HEAD ISLAND
LMO Committee Meeting
August 4, 2016
10:00 a.m. – Conference Room 4

Committee Members Present: Chairman Jim Gant, Lavon Stevens, Barry Taylor

Committee Members Absent: Todd Theodore

Other Commissioners Present: Caroline McVitty

Town Council Present: None

Town Staff Present: Teri Lewis, LMO Official; Jennifer Ray, Urban Designer

1. Call to Order

Chairman Gant called the meeting to order at 10:00 a.m.

2. Freedom of Information Act

Public Notification of this meeting has been published, posted and mailed in compliance with the Freedom of Information Act and Town of Hilton Head Island requirements.

3. Approval of the Agenda

The agenda was **approved** as presented by general consent.

4. Approval of the Minutes

The July 27, 2016 minutes were approved by general consent.

5. New Business

LMO Amendments – Discuss potential changes to accommodate multi-level self-service storage uses

Chairman Gant introduced the new business item to discuss potential changes to accommodate multi-level self-service storage uses. Ms. Lewis asked Ms. Ray to discuss how the proposed mass of the building would be treated by the Design Guide. Ms. Ray, Urban Designer and Board Coordinator of the Design Review Board, stated that last year a revision to the Design Guide was adopted; and it will address the concerns of how to make a building meet island character. Ms. Ray explained the following regarding the proposed mass of the building and the Design Guide: meeting roof pitches; a mix of roof types; the location of the building; larger landscaping to help balance the scale and mass; horizontal and vertical plane treatment; variety of nature blending color and materials; and architectural details. Ms. Ray provided examples of comparable projects and identified details that help the proposed project with meeting island character. Chairman Gant and Mr. Nester made inquiries related to square footage compared to acreage, and parking requirements for certain buildings. Chairman Gant indicated this use is similar to a hotel or condo, but without the people and parking. Chairman Gant thanked Ms. Ray for her time and presentation.

Ms. Lewis addressed how the proposed use would fit in with the design and performance standards of the LMO such as buffers, setbacks and impervious coverage. Ms. Lewis indicated that she cannot say specifically what the buffers and setbacks would be without

knowing the exact site location. As provided in the Committee's packet, Ms. Lewis discussed the portions of the LMO that pertain to the three zoning districts where this use is allowed. These districts include Sea Pines Circle (SPC), Light Commercial (LC) and Light Industrial (IL). The information includes the allowable uses, density, height and impervious coverage for each of the districts. The proposed use is allowed by conditions in the three districts where self-service storage is allowed. Mr. Nester provided additional (to the packet) suggestions. The Committee discussed the trade-off for allowable square footage for a reduction in parking. Ms. Lewis and the Committee discussed the difference of the impact of traffic based on the ITE Manual between the proposed use and office and retail uses. This usage would generate less traffic than retail and office uses. Mr. Coupland indicated that they need a two acre site. Traffic numbers would probably be slightly less than shown in the ITE Manual, as multi-level storage generates less than traditional self-storage. The Committee, Mr. Coupland and Mr. Nester discussed the condition to set back the building from adjacent streets by a minimum of 100-150 feet. Mr. Coupland stated they would like to have a secondary single story use in front of the proposed multi-story building. Chairman Gant emphasized that SPC is currently the most sensitive district pertaining to aesthetics and traffic. The Committee would like Mr. Coupland and Mr. Nester to provide for review actual traffic numbers from comparable, existing facilities. Mr. Coupland stated that research has determined that this use is needed here on the Island. The Committee expressed concern for public support and how to describe this proposal in the correct way.

Mr. Taylor made a **motion** for Staff to draft amendments based on today's discussion and bring back to the Committee for review at the next meeting. Mr. Stevens **seconded** the motion. The motion **passed** unanimously.

Following the motion, the Committee and Staff discussed reviewing the list of 2016 – Second Set Amendments at the next Committee meeting as well.

6. Adjournment

The meeting was adjourned at 11:05am.

Submitted By:

Approved By:

Teresa Haley
Administrative Assistant

Jim Gant
Chairman



TOWN OF HILTON HEAD ISLAND

Community Development Department

TO: LMO Committee
VIA: Jayme Lopko, AICP, *Senior Planner*
FROM: Teri B. Lewis, AICP, *LMO Official*
DATE: August 11, 2016
SUBJECT: Draft LMO Amendments related to Multi-story Self-Service Storage

At the LMO Committee meeting held on August 4, 2016, the LMO Committee, staff and the public discussed possible changes related to the accommodation of multi-story self-service storage facilities on Hilton Head Island. After a discussion led by the Town's Urban Designer related to the design aspects of large buildings and a general discussion related to the pros and cons of such a use on the Island, the Committee voted to ask staff to draft amendments and bring them back to a future LMO Committee meeting. The proposed amendments are attached for your review.

Please contact me at (843) 341-4698 or at teril@hiltonheadislandsc.gov if you have any questions.

CHAPTER 16-3: ZONING DISTRICTS

Sec.16-3-105. - Mixed-Use and Business Districts

A. – C. No Changes

D. Light Commercial (LC) District

<h1 style="margin: 0;">LC</h1> <h2 style="margin: 0;">Light Commercial District</h2>			
1. Purpose			
<p>The purpose of the Light Commercial (LC) District is to provide lands for light commercial uses such as offices, banks, restaurants, and lower intensity retail sales and services uses. Permitted uses are generally auto-oriented and easily accessed.</p>			
2. Allowable Principal Uses			
		USE-SPECIFIC CONDITIONS	MINIMUM NUMBER OF OFF-STREET PARKING SPACES
Industrial Uses			
<i>Light Industrial, Manufacturing, and Warehouse Uses</i>	PC	Sec. 16-4-102.B.9.a	1 per 1,300 GFA of indoor storage or manufacturing area + 1 per 350 GFA of office and administrative area
<u>Multi-Level Self-Service Storage</u>	<u>PC</u>	<u>Sec. 16-4-102.B.9.c</u>	<u>1 per 15,000 GFA of storage and office area</u>
<i>Self-Service Storage</i>	PC	Sec. 16-4-102.B.9. <u>ed</u>	1 per 15,000 GFA of storage and office area
<i>Waste Treatment Plants</i>	SE		See Sec. 16-5-107.D.2
<i>Wholesale Sales</i>	P		1 per 1,000 GFA
3. Development Form Standards			

MAX. DENSITY (PER NET ACRE)		LOT COVERAGE	
Residential ¹	4 du	Max. Impervious Cover	60%
Hotel ¹	35 rooms	Min. Open Space for Major Residential Subdivisions	16%
Nonresidential ^{2,3,4}	10,000 GFA		
MAX. BUILDING HEIGHT			
All Development	45 ft ^{4,5}		

USE AND OTHER DEVELOPMENT STANDARDS

See Chapter 16-4: Use Standards, Chapter 16-5: Development and Design Standards, and Chapter 16-6: Natural Resource Protection.

TABLE NOTES:

P = Permitted by Right; PC = Permitted Subject to Use-Specific Conditions; SE = Allowed as a Special Exception; du = **dwelling units**; sf = square feet; GFA = **gross floor area** in square feet; ft = feet; n/a = not applicable

1. In order to promote flexibility, an office, eating establishment or commercial services use that is accessory to and within an existing residential or hotel structure may be converted to a residential unit or units upon the Official’s determination that the development can support the required amount of parking. The alteration shall not expand beyond the footprint of the existing residential or hotel structure.
2. The **gross floor area** per **building** shall be 20,000 square feet for **buildings** devoted to **Commercial Services** or **Industrial Uses**.
3. Each **building** shall be separated by a minimum of 15 feet.
4. The maximum density for **multi-level self-service storage** shall be 55,000 GFA.
- 4 5. May be increased by up to ten percent on demonstration to the **Official** that:

a. The increase is consistent with the character of development on surrounding land ;
b. Development resulting from the increase is consistent with the purpose and intent of the building height standards;
c. The increase either (1) is required to compensate for some unusual aspect of the site or the proposed development , or (2) results in improved site conditions for a development with nonconforming site features ;
d. The increase will not pose a danger to the public health or safety;
e. Any adverse impacts directly attributable to the increase are mitigated; and
f. The increase, when combined with all previous increases allowed under this provision, does not result in a cumulative increase greater than ten percent.

E. Light Industrial (IL) District

<h1 style="margin: 0;">IL</h1> <h2 style="margin: 0;">Light Industrial District</h2>			
1. Purpose			
The purpose of the Light Industrial (IL) District is to provide for light industrial and service-related <i>land uses</i> with large <i>buildings</i> or <i>outdoor storage</i> requirements.			
2. Allowable Principal Uses			
	USE-SPECIFIC CONDITIONS	MINIMUM NUMBER OF OFF-STREET PARKING SPACES	
Industrial Uses			
<i>Light Industrial, Manufacturing, and Warehouse Uses</i>	P		1 per 1,300 GFA of indoor storage or manufacturing area + 1 per 350 GFA of office or administrative area
<u><i>Multi-Level Self-Service Storage</i></u>	<u>PC</u>	<u>Sec. 16-4- 102.B.9.c</u>	<u>1 per 15,000 GFA of storage and office area</u>
<i>Self-Service Storage</i>	PC	Sec. 16-4- 102.B.9.ed	1 per 15,000 GFA of storage and office area
<i>Waste-Related Uses</i> Other than <i>Waste Treatment Plants</i>	P		1 per 2,500 GFA
<i>Wholesale Sales</i>	P		1 per 1,000 GFA
3. Development Form and Parameters			
MODIFIED ADJACENT STREET SETBACK STANDARDS			
Adjacent Street Setback	Except along major or minor arterials, the adjacent street setback distance established in Sec. 16-5-102.C, Adjacent Street Setback Requirements, may be reduced by up to 20 percent, provided the <i>applicant</i> demonstrates there is no		

other feasible or practical alternative that will accommodate a permitted **use** on the site in compliance with all other requirements of the LMO and the required adjacent street buffer can be provided.

MAX. DENSITY (PER NET ACRE)		LOT COVERAGE	
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Nonresidential Development [±]	10,000 GFA	Max. Impervious Cover	65%
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MAX. BUILDING HEIGHT	
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All Development	35 ft [±] ₂
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USE AND OTHER DEVELOPMENT STANDARDS

See Chapter 16-4: Use Standards, Chapter 16-5: Development and Design Standards, and Chapter 16-6: Natural Resource Protection.

TABLE NOTES:

P = Permitted by Right; PC = Permitted Subject to Use-Specific Conditions; SE = Allowed as a Special Exception; du = **dwelling units**; sf = square feet; GFA = **gross floor area** in square feet; ft = feet; n/a = not applicable

1. The maximum density for **multi-level self-service storage** shall be 55,000 GFA.
[±] ₂. May be increased by up to ten percent on demonstration to the **Official** that:

a. The increase is consistent with the character of **development** on surrounding **land**;

b. **Development** resulting from the increase is consistent with the purpose and intent of the **building height** standards;

c. The increase either (1) is required to compensate for some unusual aspect of the site or the proposed **development**, or (2) results in improved site conditions for a **development with nonconforming site features**;

d. The increase will not pose a danger to the public health or safety;

e. Any adverse impacts directly attributable to the increase are mitigated; and

f. The increase, when combined with all previous increases allowed under this provision, does not result in a cumulative increase greater than ten percent.

F. – L. No Changes

M. Sea Pines Circle (SPC) District

<h2 style="margin: 0;">SPC</h2> <h3 style="margin: 0;">Sea Pines Circle District</h3>			
1. Purpose			
<p>The purpose of the Sea Pines Circle (SPC) District is to provide lands for commercial and mixed-use development at moderate to relatively high intensities in the area around Sea Pines Circle. District regulations emphasize moderate-scale buildings and shopping centers that balance the needs of the driving public and pedestrian activity and circulation among the district's retail, dining, and entertainment activities. The district is also intended to accommodate nighttime activities.</p>			
2. Allowable Principal Uses			
		USE-SPECIFIC CONDITIONS	MINIMUM NUMBER OF OFF-STREET PARKING SPACES
Industrial Uses			
<u>Multi-Level Self-Service Storage</u>	<u>PC</u>	<u>Sec. 16-4-102.B.9.c</u>	<u>1 per 15,000 GFA of storage and office area</u>
Self-Service Storage	PC	Sec. 16-4-102.B.9.ed	1 per 15,000 GFA of storage and office area
3. Development Form Standards			
MAX. DENSITY (PER NET ACRE)		LOT COVERAGE	
Residential ¹	12 du	Max. Impervious Cover	60%
Nonresidential ²	10,000 GFA	Min. Open Space for Major Residential Subdivisions	16%

MAX. BUILDING HEIGHT		
All <i>Development</i>	45 ft ² <u>3</u>	
USE AND OTHER DEVELOPMENT STANDARDS		
See Chapter 16-4: Use Standards, Chapter 16-5: Development and Design Standards, and Chapter 16-6: Natural Resource Protection.		
TABLE NOTES:		
<p>P = Permitted by Right; PC = Permitted Subject to Use-Specific Conditions; SE = Allowed as a Special Exception; du = dwelling units; sf = square feet; GFA = gross floor area in square feet; ft = feet; n/a = not applicable</p> <p>1. In order to promote flexibility, an office, eating establishment or commercial services use that is accessory to and within an existing residential structure may be converted to a residential unit or units upon the Official's determination that the development can support the required amount of parking. The alteration shall not expand beyond the footprint of the existing residential structure.</p> <p>2. <u>The maximum density for multi-level self-service storage shall be 55,000 GFA.</u></p> <p><u>2 3.</u> May be increased by up to ten percent on demonstration to the Official that:</p>		
a. The increase is consistent with the character of development on surrounding land ;		
b. Development resulting from the increase is consistent with the purpose and intent of the building height standards;		
c. The increase either (a) is required to compensate for some unusual aspect of the site or the proposed development , or (b) results in improved site conditions for a development with nonconforming site features ;		
d. The increase will not pose a danger to the public health or safety;		
e. Any adverse impacts directly attributable to the increase are mitigated; and		
f. The increase, when combined with all previous increases allowed under this provision, does not result in a cumulative increase greater than ten percent.		

CHAPTER 16-4: USE STANDARDS

Sec.16-4-102. – Principal Uses

A. Principal Use Table

1. - 5. No Changes

6. Principal Use Table

TABLE 16-4-102.A.6: PRINCIPAL USE TABLE																							
P = Permitted by Right PC = Permitted Subject to Use-Specific Conditions																							
SE = Allowed as a Special Exception Blank Cell = Prohibited																							
USE CLASSIFICATION/ USE TYPE	SPECIAL DISTRICTS		RESIDENTIAL DISTRICTS						MIXED-USE AND BUSINESS DISTRICTS											USE-SPECIFIC CONDITIONS			
	CON	P	RS F-3	RS F-5	RS F-6	R M -4	R M -8	R M -12	C R	SP C	C C	M S	W MU	S	M F	M V	N C	L C	R D		M ED	IL	
INDUSTRIAL USES																							
<i>Light Industrial, Manufacturing, and Warehouse Uses</i>																				PC	P	Sec. 16-4-102.B.9.a	
<i>Seafood Processing Facilities</i>														PC	PC							PC	Sec. 16-4-102.B.9.b

B. Use-Specific Conditions for Principal Uses

1. – 8. No Changes

9. Industrial Uses

a. – b. No Changes

c. Multi-Level Self-Service Storage

Multi-level self-service storage facilities shall comply with the following conditions:

- i. The only **uses** allowed **on-site** shall be the rental of storage bays, the pickup and deposit of goods or property in dead storage, and limited incidental sales of storage and moving materials (e.g., boxes, tape).
- ii. Storage bays shall not be used to manufacture, fabricate, or process goods, to service or **repair** vehicles, small engines or electrical equipment, or conduct similar **repair** activities, to conduct garage sales or retail sales of any kind, or to conduct any other commercial or industrial activity on the site.
- iii. All storage units and all property stored on the site shall be contained entirely within the building.
- iv. There shall be no outside storage of vehicles or other goods.
- v. The adjacent street minimum setback distance shall be 150’.
- vi. There shall be no functional storage doors on the ground level. Storage doors serving individual storage units shall be located so as to only be accessible to the interior of the enclosed buildings.
- vii. There is a maximum of up to 35,000 GFA per floor.

e d. Self-Service Storage

Self-service storage facilities shall comply with the following conditions:

- i. The only **uses** allowed **on-site** shall be the rental of storage bays, the pickup and deposit of goods or property in dead storage, the rental of two-axle moving trucks and trailers, and limited incidental sales of storage and moving materials (e.g., boxes, tape).
- ii. Storage bays shall not be used to manufacture, fabricate, or process goods, to service or **repair** vehicles, small engines or electrical equipment, or conduct similar **repair** activities, to conduct garage sales or retail sales of any kind, or to conduct any other commercial or industrial activity on the site.

CHAPTER 16-5: DEVELOPMENT AND DESIGN STANDARDS

Sec.16-5-102. - Setback Standards

A. – B. No Changes

C. Adjacent Street Setback Requirements

Unless expressly exempted or modified in this subsection or for the CR, S, and IL Districts in Chapter 16-3: Zoning Districts, all portions of a **structure** shall be located to the interior of the vertical and angled planes established by the applicable minimum setback distance from an adjacent street and maximum setback angle shown in Table 16-5-102.C, Adjacent Street Setback Requirements, based on the proposed **use** and the classification of the **adjacent street**. (See Figure 16-5-102.C, Street Setback Angle.)

TABLE 16-5-102.C: ADJACENT STREET SETBACK REQUIREMENTS				
PROPOSED USE		MINIMUM SETBACK DISTANCE ¹ / MAXIMUM SETBACK ANGLE ²		
		ADJACENT STREET (BY CLASSIFICATION)		
		MAJOR ARTERIAL	MINOR ARTERIAL	ALL OTHER STREETS
Single-Family	Structure > 24 in high	50 ft ^{3,4} /75°	40 ft ^{3,4} / 70°	20 ft ^{3,4} /60°
	Structure ≤ 24 in high	50 ft ^{3,4} /n/a	30 ft ^{3,4} /n/a	10 ft ^{3,4} /n/a
All Other Uses ⁵		50 ft ^{3,4} /75°	40 ft ^{3,4} /70°	20 ft ^{3,4} /60°
<p>NOTES: in = inches ft = feet ° = degrees</p> <ol style="list-style-type: none"> 1. Measured from the adjacent street right-of-way or easement line to the closest portion of a structure. 2. Measured within the upper inward quadrant of the intersection of a horizontal plane at a height of 20 feet above the base flood elevation or pre-development grade, whichever is higher, and a vertical plane extending upward at the minimum setback distance (see Figure 16-5-102.C, Street Setback Angle). 3. For corner lots, reduced to 10 feet from the right-of-way of the street with the lowest average daily vehicle traffic count (ADT). If both streets have equal ADT, the lot owner may choose which street shall be subject to the reduced setback distance. 				

4. May be reduced by up to 30 percent in the S District, 20 percent in the RD and IL Districts, and 15 percent in all other districts, on demonstration to the **Official** that:

a. The reduction is consistent with the character of **development** on surrounding **land**;

b. **Development** resulting from the reduction is consistent with the purpose and intent of the adjacent setback standards;

c. The reduction either (1) is required to compensate for some unusual aspect of the site or the proposed **development**, or (2) results in improved site conditions for a **development** with **nonconforming site features** (e.g., allows the extension of a wall or fence that screens an existing **outdoor storage** area);

d. The reduction will not pose a danger to the public health or safety;

e. Any adverse impacts directly attributable to the reduction are mitigated (e.g., the closer proximity of **buildings** to a **street** are mitigated by a wider or more densely screened adjacent street buffer along that **street**);

f. The reduction, when combined with all previous reductions allowed under this provision, does not result in a cumulative reduction greater than a 30 percent in the S District, 20 percent in the RD and IL Districts, or 15 percent in all other districts; and

g. In the S, RD, and IL districts, there are no reasonable options to the reduction that allow **development** of the site to be designed and located in a way that complies with LMO standards.

5. The minimum adjacent street setback for **multi-level self-service storage buildings** shall be 200 feet.

CHAPTER 16-10: DEFINITIONS, INTERPRETATION AND MEASUREMENT

Sec.16-10-103. – Use Classifications, Use Types and Definitions

A. – H. No Changes

I. Industrial Uses

• **Multi-Level Self Service Storage**

An enclosed multi-level establishment providing individual, self-contained units or areas leased to individuals, organizations, or businesses for **multi-level self-service storage** of household and personal property. The storage units or areas are designed to allow private **access** by the tenant for storing or removing personal property. The **use** does not include a transfer and storage business not involving individual storage areas and businesses where employees are the primary movers of property being stored or transferred (an Industrial, Manufacturing, and Warehouse **Use**). **Accessory uses** may include leasing offices and incidental sales or rental of moving supplies and equipment. Use of the storage areas for sales, service, **repair**, or manufacturing operations is not considered accessory to **multi-level self-service storage**. The rental of trucks or equipment is also not considered accessory to the **use**.

LMO Section & Title	Issue	Proposed Change
CHAPTER 3		
16-3-	<ul style="list-style-type: none"> • Bed & Breakfast Density. There have been questions about what the actual density is for a B&B. The only limitation the LMO has is that there can be no more than 10 rooms. • Interval Occupancy Density. Not listed in table. 	Add density for Bed & Breakfasts and Interval Occupancy to the information sheet for each zoning district.
16-3 and 16-4	Add commercial parking lot as a use under vehicle sales and services	Add commercial parking lot as a use under vehicle sales and services to the information sheet for the relevant zoning districts and to the Use Table
CHAPTER 5		
	Stormwater Changes – s/d grading, land disturbance, redevelopment	
Table 16-5-107.I.1	Look at stacking distances – what is listed for elementary/middle schools is at odds with what is required by SCDOT	
16-5-114	Flexibility for off-premises signage during special events that have more than 5000 attendees	
CHAPTER 6		
16-6-103.F	Put actual number in for dune trimming	
16-6-104.	ACI/pervious wording	
Table 16-6-104.2.b	State and Federal approvals are rarely required for the removal of a specimen tree.	Add ‘if applicable’ to the end of this statement.
16-6-104.I.3 (table)	There is some discrepancy about the minimum trunk diameter.	Add ‘Nursery Stock’ next to Minimum Trunk Diameter in table. -maybe reference ANSI standard instead
16-6-104	Airport tree bank – wrong section referenced	Change 16-5-102 (setbacks) to 16-5-103 (buffers)
CHAPTER 10		
		Add a definition for invasive species
APPENDIX D		
D-1	Rethink whether or not a survey should be required for ZMAs	