



**Town of Hilton Head Island
Planning Commission Meeting
Wednesday, October 5, 2016
9:00a.m. Benjamin M. Racusin Council Chambers
AGENDA**

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

- 1. Call to Order**
- 2. Pledge of Allegiance to the Flag**
- 3. Roll Call**
- 4. 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.
- 5. Approval of Agenda**
- 6. Approval of Minutes** Regular Planning Commission Meeting – August 17, 2016
- 7. Appearance by Citizens on Items Unrelated to Today’s Agenda**
- 8. Unfinished Business**
None
- 9. New Business**

Public Hearing

LMO Amendments - The Town of Hilton Head Island is proposing to amend Chapters 3, 4, 5, 6, 10 and Appendix D of the Land Management Ordinance (LMO) to revise the following sections:

Sections 16-3-104 and 16-3-105: to establish a density for Bed & Breakfast uses in the RM-4, MS, MF, MV, RD, S and WMU zoning districts, Section 16-3-105: to allow a Commercial Parking Lot as a conditional use in the CR, CC, LC, IL, MF, MV, RD, SPC, S and WMU zoning districts, Section 16-3-105: to allow Multi-Level Self-Service Storage as a conditional use and establish a maximum density for this use in the LC, IL and SPC zoning districts, Section 16-3-105.H: to add Group Living as a permitted use in the MED zoning district, Section 16-3-105: to establish a density for Interval Occupancy uses in the MV, RD and WMU zoning districts, Table 16-4-102.A.6: changes to the Principal Use Table that include adding Group Living as a permitted use in the MED zoning district, adding Commercial Parking Lots as a conditional use in the CR, CC, LC, IL, MF, MV, RD, SPC, S and WMU zoning districts, adding Multi-Level Self-Service Storage as a conditional use in the LC, IL and SPC zoning districts, Section 16-4-102.B.8: establishes conditions for Commercial Parking Lots, Section 16-4-102.B.9: establishes conditions for Multi-Level Self-Service Storage, Section 16-4-103.E.2: allows divisible dwelling units as an accessory use to interval occupancy uses, Section 16-5-102.C: establishes a specific street setback for Multi-Level Self-Service Storage

uses, Section 16-5-102.D: establishes a specific adjacent use setback for Multi-Level Self-Service Storage uses, Section 16-5-102.J: add flexibility for locating stormwater facilities in the buffer, Section 16-5-107.I: increases the required stacking distance for elementary and middle schools, Section 16-5-109: makes significant changes to the stormwater requirements, Section 16-5-114.I.17: makes it clear that signs on vehicles may only advertise the primary business for which the vehicle is used, Section 16-6-103.F.3: establishes an actual height to which dune vegetation can be trimmed, Section 16-6-104.D: adds in some flexibility for property owners who want to maintain their vacant property, Section 16-6-104.F: recognizes that state and federal approvals are not always required for specimen tree removal, Section 16-6-104.G: establishes an impervious coverage requirement for the CR district for the purpose of figuring out tree coverage only, Section 16-6-104.I: clarifies which standards should be used to measure trunk diameter, Section 16-6-104.L: fixes an error in this section that refers to setback instead of buffer, Section 16-10-103.I: establishes a definition for a new use (Multi-Level Self-Service Storage), Section 16-10-105: adds in that divisible dwelling units can be an accessory use to an interval occupancy use, fixes the size requirements related to divisible dwelling units and establishes a definition for invasive species, Appendix D.D-1.A: removes the requirement that a boundary survey be provided as part of a zoning map amendment submittal. *Presented by: Teri Lewis*

10. Commission Business

Approval of the 2017 Meeting Schedule

11. Chairman's Report

12. Committee Report

13. Staff Reports

14. Adjournment

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

TOWN OF HILTON HEAD ISLAND
Planning Commission Meeting
Wednesday, August 17, 2016
3:00p.m. – Benjamin M. Racusin Council Chambers

Commissioners Present: Chairman Alex Brown, Vice Chairman Peter Kristian, Todd Theodore, Jim Gant, Bryan Hughes, Lavon Stevens, Judd Carstens, Barry Taylor, Caroline McVitty

Commissioners Absent: None

Town Council Present: David Ames

Town Staff Present: Suzanne Brown, Addressing Technician; Tom Dunn, Emergency Management Coordinator; Jayme Lopko, Senior Planner & Board Coordinator; Jennifer Ray, Urban Designer; Shawn Colin, Deputy Director of Community Development; Jill Foster, Deputy Director of Community Development; Teresa Haley, Secretary

1. Call to Order

2. Pledge of Allegiance to the Flag

3. Roll Call

4. 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.

5. Approval of Agenda

The Planning Commission **approved** the agenda as submitted by general consent.

6. Approval of Minutes

The Planning Commission **approved** the minutes of the July 20, 2016 meeting as presented by general consent.

7. Appearance by Citizens on Items Unrelated to Today's Agenda – None

8. Unfinished Business – None

9. New Business

STDV-001342-2016 – Ken Shodacek has applied to name a new street located off of Tansyleaf Drive that will provide access to ten new homes. The proposed name is Wildlife View.

Ms. Brown presented the above application as described in the Staff Report provided in the Commission's packet. Staff recommends the Planning Commission approve the Wildlife View street name application based on the review criterion outlined in the Land Management Ordinance and enclosed in the Staff Report.

Chairman Brown asked the Commission and the public for comments and there were none.

Commissioner Gant made a motion to **approve** the application as submitted. Vice Chairman Kristian **seconded** the motion. The motion **passed** with a vote of 9-0-0.

STDV-001343-2016 – Jennifer Ray has applied to name a new street located off of Pope Avenue connecting to Tanglewood Drive that will provide access to the new Town Park. The proposed name is Coligny Park Road.

Ms. Brown presented the above application as described in the Staff Report provided in the Commission’s packet. Staff recommends the Planning Commission approve the Coligny Park Road street name based on the review criterion outlined in the Land Management Ordinance and enclosed in the Staff Report.

Chairman Brown asked the public for comments and there were none. Chairman Brown asked for comments from the Commission. The Commission asked if consideration was given to continuing with the name “Lagoon Road” so as to not cause any confusion. Ms. Brown stated it was considered, however, then all of Lagoon Road would have to be readdressed. To avoid this issue, a name related to the new Town Park was chosen.

Vice Chairman Kristian made a motion to **approve** the application as submitted. Commissioner Gant **seconded** the motion. The motion **passed** with a vote of 9-0-0.

10. Commission Business

Chairman Brown stated that at last night’s Town Council meeting Commissioner Gant presented the Circle to Circle Committee’s (CTC) final report. Commissioner Gant stated that Town Council approved the report and the resolution for dissolving the CTC. However, Town Council created an ad hoc committee with the objective to recommend action items to implement CTC recommendations. Chairman Brown asked Commissioner Carstens and Commissioner McVitty to assist with Commissioner Gant on the ad hoc committee and they accepted. Commissioner Gant indicated that certain tasks and action items may be assigned to the Commission and its subcommittees. Chairman Brown stated that they have the full support of the Commission.

11. Chairman’s Report

Chairman Brown stated the Public Planning Committee is meeting tomorrow to discuss potential appointments to the Vision Project Management Team and contractual arrangements for a Vision Consultant for the visioning process. Chairman Brown expressed the importance of the Commission’s assistance in the vision process and to look forward to upcoming work.

12. Committee Report

Commissioner Gant stated that the LMO Committee has met three times within the last month to review and discuss stormwater management and multi-level self-service storage uses. Both items are still under discussion and will come to the Commission for review at a future date.

13. Staff Reports

Comprehensive Emergency Management Plan (CEMP) Explanation and Overview

Mr. Dunn presented an overview of the Comprehensive Emergency Management Plan (CEMP) and how it relates to other adopted Town Plans. The Commission discussed several areas of the CEMP with Mr. Dunn and thanked him for his presentation.

14. Adjournment – The meeting was adjourned at 3:27p.m.

Submitted By:

Approved By:

Teresa Haley, Secretary

Alex Brown, Chairman



TOWN OF HILTON HEAD ISLAND

Community Development Department

TO: Planning Commission
VIA: Jayme Lopko, AICP, *Senior Planner*
FROM: Teri B. Lewis, AICP, *LMO Official*
DATE: September 26, 2016
SUBJECT: Proposed 2016 LMO Amendments – Second Set

Recommendation: The LMO Committee met on May 2nd, July 27th, August 4th, August 15th, September 8th and September 20th to review the proposed 2016 LMO Amendments – Second Set. The Committee recommended forwarding the amendments to the Planning Commission with a recommendation for approval with various changes as discussed by the Committee.

Staff recommends that the Planning Commission forward the attached amendments to Town Council with a recommendation of approval.

Summary: As evidenced from the numerous meetings listed above, the Committee has spent quite a bit of time working out the details of language related to the subject amendments, most specifically multi-level self-service storage and stormwater. The Committee has incorporated many revisions to the amendments based on the public comments received at the various meetings.

Some specific details related to the genesis of the multi-level self-service storage and stormwater amendments are listed below:

- Multi-level self-service storage
 - An applicant approached the Planning Commission several months ago and requested that the Planning Commission consider adding this use to the LMO. The Planning Commission referred this to the LMO Committee for research and review. The Committee has worked with the applicant, his attorney and the public to develop language to allow this use in the districts where self-service storage is currently allowed while also putting specific conditions on the use. This use is being suggested as an infill solution. The building will be large but very little parking is required and the traffic that would be generated would be much less than that of a smaller retail establishment. The Committee met with the Town's Urban Designer to learn about how the Town's Design Review Board (DRB), using the Design Guide, are able to help large buildings fit in better with their surroundings.
- Stormwater
 - During the last set of LMO amendments the Planning Commission asked staff to look at changes to the stormwater section of the LMO. The LMO Committee had several meetings with members of the Town's Engineering staff to work out amendments that provided flexibility for the public while still protecting the quality of the island's stormwater.

Background: A number of proposed amendments to the Town's Land Management Ordinance (LMO) have been identified. The reason for each proposed amendment is listed above the amendment. Newly added language is illustrated with double underline and deleted language is illustrated with ~~strikethrough~~.

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

EXHIBIT A

DRAFT 2016 LMO AMENDMENTS – 2nd Set

PLANNING COMMISSION MEETING 10/5/16

CHAPTER 16-3: ZONING DISTRICTS

Sec.16-3-104. - Residential Base Zoning Districts

A. – D. No Changes

Staff Explanation: This change establishes a density for a Bed and Breakfast use.

E. Low to Moderate Density Residential (RM-4) District

RM-4			
Low to Moderate Density Residential District			
1. No Change			
2. No Change			
3. Development Form Standards			
MAX. DENSITY (PER NET ACRE)		LOT COVERAGE	
Residential	4 du (6 du if lot area is at least 3 acres; 8 du if lot area is at least 5 acres)	Max. Impervious Cover for All Development Except Single-Family	35%
<u>Bed and Breakfast</u>	<u>10 rooms</u>		

Nonresidential	6,000 GFA	Min. Open Space for Major Residential Subdivisions 16%
MAX. BUILDING HEIGHT		
All Development	35 ft ¹	

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

A. No Changes

Staff Explanation: This change will allow a Commercial Parking Lot as a permitted use in the CR zoning district with conditions.

B. Coligny Resort (CR) District

CR Coligny Resort District			
1. No Change			
2. Allowable Principal Uses			
	USE-SPECIFIC CONDITIONS	MINIMUM NUMBER OF OFF-STREET PARKING SPACES¹	
Vehicle Sales and Services			
<u>Commercial Parking Lot</u>	<u>PC</u>	<u>Sec. 16-4- 102.B.8.d</u>	<u>See Sec. 16-5-107.D.2</u>
3. No Change			

Staff Explanation: This change will allow a Commercial Parking Lot as a permitted use in the CC zoning district with conditions.

C. Community Commercial (CC) District

<p style="font-size: 24pt; margin: 0;">CC</p> <p style="font-size: 20pt; margin: 0;">Community Commercial District</p>			
1. No Change			
2. Allowable Principal Uses			
		USE-SPECIFIC CONDITIONS	MINIMUM NUMBER OF OFF-STREET PARKING SPACES
Vehicle Sales and Services			
<u>Commercial Parking Lot</u>	<u>PC</u>	<u>Sec. 16-4-102.B.8.d</u>	<u>See Sec. 16-5-107.D.2</u>
3. No Change			

Staff Explanation: This change will allow a Commercial Parking Lot as a permitted use in the LC zoning district with conditions. This change will also add multi-level self-service storage as an allowed use with conditions in the LC zoning district and establish a maximum density for this use.

D. Light Commercial (LC) District

<p style="font-size: 24pt; margin: 0;">LC</p> <p style="font-size: 20pt; margin: 0;">Light Commercial District</p>			
--	--	--	--

1. No Change			
2. Allowable Principal Uses			
		USE-SPECIFIC CONDITIONS	MINIMUM NUMBER OF OFF- STREET PARKING SPACES
Vehicle Sales and Services			
<u>Commercial Parking Lot</u>	<u>PC</u>	<u>Sec. 16-4-102.B.8.d</u>	<u>See Sec. 16-5-107.D.2</u>
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>
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. No Change
2. No Change
3. No Change

4. The maximum density for **multi-level self-service storage** shall be 55,000 GFA.

45. May be increased by up to ten percent on demonstration to the **Official** that:

a. – f. No Change

Staff Explanation: This change will allow a Commercial Parking Lot as a permitted use in the IL zoning district with conditions. This change will also add multi-level self-service storage as an allowed use with conditions in the IL zoning district and establish a maximum density for this use.

E. Light Industrial (IL) District

IL Light Industrial District			
1. No Change			
2. Allowable Principal Uses			
	USE-SPECIFIC CONDITIONS	MINIMUM NUMBER OF OFF- STREET PARKING SPACES	
Vehicle Sales and Services			
<u>Commercial Parking Lot</u>	<u>PC</u>	<u>Sec. 16-4-102.B.8.d</u>	<u>See Sec. 16-5-107.D.2</u>

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>
--	-----------	----------------------------	--

3. Development Form and Parameters

MODIFIED ADJACENT STREET SETBACK STANDARDS

Adjacent Street Setback	No Change
-------------------------	-----------

MAX. DENSITY (PER NET ACRE)		LOT COVERAGE
------------------------------------	--	---------------------

Nonresidential Development	10,000 GFA	Max. Impervious Cover	65%
-----------------------------------	------------	------------------------------	-----

MAX. BUILDING HEIGHT	
-----------------------------	--

All Development	35 ft ¹
------------------------	--------------------

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. - f. No Change

Staff Explanation: This change establishes a density for a Bed and Breakfast use.

F. Main Street (MS) District

MS Main Street District			
1. No Change			
2. No Change			
3. Development Form Standards			
MAX. DENSITY (PER NET ACRE)		LOT COVERAGE	
Residential	12 du	Max. <i>Impervious Cover</i>	60%
<u><i>Bed and Breakfasts</i></u>	<u>10 rooms</u>		
<i>Hotel</i>	35 rooms	Min. <i>Open Space</i> for Major Residential <i>Subdivisions</i>	16%
Nonresidential	9,000 GFA		
MAX. BUILDING HEIGHT			
<i>All Development</i>	45 ft ¹		
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. No Change

Staff Explanation: This change will allow a Commercial Parking Lot as a permitted use in the MF zoning district with conditions. This change also establishes a density for a Bed and Breakfast use.

G. Marshfront (MF) District

MF Marshfront District				
1. No Change				
2. Allowable Principal Uses				
		USE-SPECIFIC CONDITIONS	MINIMUM NUMBER OF OFF-STREET PARKING SPACES	
Vehicle Sales and Services				
<u>Commercial Parking Lot</u>	<u>PC</u>	<u>Sec. 16-4-102.B.8.d</u>	<u>See Sec. 16-5-107.D.2</u>	
3. Development Form Standards				
MAX. DENSITY (PER NET ACRE)			LOT COVERAGE	
Residential	Along major arterials	4 du (8 du if lot area is at least 3 acres)	Max. Impervious Cover	60%
	Along other streets	6 du (10 du if lot area is at least 3 acres)	Min. Open Space for Major Residential Subdivisions	16%

<u><i>Bed and Breakfasts</i></u>	<u>10 Rooms</u>	
Nonresidential	7,000 GFA	
MAX. BUILDING HEIGHT		
All <i>Development</i>	45 ft ¹	
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 = <i>dwelling units</i> ; sf = square feet; GFA = <i>gross floor area</i> in square feet; ft = feet; n/a = not applicable		
1. No Change		

Staff Explanation: This change establishes Group Living, which includes assisted living facilities, as an approved use in the Medical zoning district.

H. Medical (MED) District

MED		
Medical District		
1. No Change		
2. Allowable Principal Uses		
	USE-SPECIFIC CONDITIONS	MINIMUM NUMBER OF OFF-STREET PARKING SPACES

<u>Residential Uses</u>			
<u>Group Living</u>	<u>P</u>		<u>1 per 3 rooms</u>
3. No Change			

Staff Explanation: This change will allow a Commercial Parking Lot as a permitted use in the MV zoning district with conditions. This change also establishes a density for a Bed and Breakfast use and for Interval Occupancy uses.

I. Mitchelville (MV) District

MV Mitchelville District			
1. No Change			
2. Allowable Principal Uses			
		USE-SPECIFIC CONDITIONS	MINIMUM NUMBER OF OFF- STREET PARKING SPACES
Vehicle Sales and Services			
<u>Commercial Parking Lot</u>	<u>PC</u>	<u>Sec. 16-4-102.B.8.d</u>	<u>See Sec. 16-5-107.D.2</u>
3. No Change			
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			
3. Development Form Standards			

MAX. DENSITY (PER NET ACRE)		LOT COVERAGE		
Residential	12 du		Max. <i>Impervious Cover</i>	35%
<u><i>Bed and Breakfasts</i></u>	<u>10 rooms</u>			
<i>Hotel</i>	35 rooms		Min. <i>Open Space</i> for Major Residential <i>Subdivisions</i>	16%
<u><i>Interval Occupancy</i></u>	<u>12 du</u>			
Nonresidential	8,000 GFA			
MAX. BUILDING HEIGHT				
<i>All Development</i>	75 ft			
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.				
<p align="center">TABLE NOTES:</p> <p>P = Permitted by Right; PC = Permitted Subject to Use-Specific Conditions; SE = Allowed as a Special Exception; du = <i>dwelling units</i>; sf = square feet; GFA = <i>gross floor area</i> in square feet; ft = feet; n/a = not applicable</p>				

J. – K. No Changes

Staff Explanation: This change will allow a Commercial Parking Lot as a permitted use in the RD zoning district with conditions. This change also establishes a density for a Bed and Breakfast use and for Interval Occupancy uses.

L. Resort Development (RD) District

RD Resort Development District			
1. No Change			
2. Allowable Principal Uses			
		USE-SPECIFIC CONDITIONS	MINIMUM NUMBER OF OFF- STREET PARKING SPACES
Vehicle Sales and Services			
<u>Commercial Parking Lot</u>	<u>PC</u>	<u>Sec. 16-4-102.B.8.d</u>	<u>See Sec. 16-5-107.D.2</u>
3. Development Form and Parameters			
MAX. DENSITY (PER NET ACRE)		LOT COVERAGE	
Residential	16 du	Max. <i>Impervious Cover</i>	50%
<u>Bed and Breakfasts</u>	<u>10 rooms</u>		
<u>Interval Occupancy</u>	<u>16 du</u>		
Hotel	35 rooms	Min. <i>Open Space</i> for Major Residential <i>Subdivisions</i>	16%
Nonresidential	8,000 GFA		

MAX. BUILDING HEIGHT	
<i>Non Single-Family Development</i> on property landward of South Forest Beach Drive	60 ft
All Other <i>Non Single-Family Development</i>	75 ft
<i>Single-Family Development</i>	45 ft
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.	
<p>TABLE NOTES:</p> <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>	

Staff Explanation: This change will allow a Commercial Parking Lot as a permitted use in the SPC zoning district with conditions. This change will also add multi-level self-service storage as an allowed use with conditions in the SPC zoning district and establish a maximum density for this use.

M. Sea Pines Circle (SPC) District

<p>SPC</p> <p>Sea Pines Circle District</p>
1. No Change
2. Allowable Principal Uses

		USE-SPECIFIC CONDITIONS	MINIMUM NUMBER OF OFF-STREET PARKING SPACES
Vehicle Sales and Services			
<u>Commercial Parking Lot</u>	PC	<u>Sec. 16-4-102.B.8.d</u>	<u>See Sec. 16-5-107.D.2</u>
Industrial Uses			
<u>Multi-Level Self-Service Storage</u>	PC	<u>Sec. 16-4-102.B.9.c</u>	<u>1 per 15,000 GFA of storage and office area</u>
3. Development Form Standards			
MAX. DENSITY (PER NET ACRE)		LOT COVERAGE	
Residential ¹	12 du	Max. <i>Impervious Cover</i>	60%
Nonresidential ²	10,000 GFA	Min. <i>Open Space</i> for Major Residential <i>Subdivisions</i>	16%
MAX. BUILDING HEIGHT			
All <i>Development</i>	45 ft ^{2 3}		
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. No Change			

<p>2. <u>The maximum density for multi-level self-service storage shall be 55,000 GFA.</u></p> <p>± 3. May be increased by up to ten percent on demonstration to the Official that:</p>
<p>a. - f. No Change</p>

Staff Explanation: This change will allow a Commercial Parking Lot as a permitted use in the S zoning district with conditions. This change also establishes a density for a Bed and Breakfast use.

N. Stoney (S) District

<p>S</p> <p>Stoney District</p>			
<p>1. No Change</p>			
<p>2. Allowable Principal Uses</p>			
		<p>USE-SPECIFIC CONDITIONS</p>	<p>MINIMUM NUMBER OF OFF- STREET PARKING SPACES</p>
<p>Vehicle Sales and Services</p>			
<p><u>Commercial Parking Lot</u></p>	<p><u>PC</u></p>	<p><u>Sec. 16-4-102.B.8.d</u></p>	<p><u>See Sec. 16-5-107.D.2</u></p>
<p>Gas Sales</p>	<p>PC</p>	<p>Sec. 16-4-102.B.8.d</p>	
<p>3. Development Form and Parameters</p>			
<p>MODIFIED ADJACENT STREET AND USE SETBACK STANDARDS</p>			
<p>Adjacent Street Setback</p>	<p>No Change</p>		

Adjacent Use Setback	No Change			
MAX. DENSITY (PER NET ACRE)			LOT COVERAGE	
Residential	10 du		Max. <i>Impervious Cover</i>	50%
<u><i>Bed and Breakfasts</i></u>	<u>10 Rooms</u>			
<i>Hotel</i>	35 rooms		Min. <i>Open Space</i> for Major Residential <i>Subdivisions</i>	16%
Nonresidential	7,000 GFA			
MAX. BUILDING HEIGHT				
All <i>Development</i>	45 ft ¹			
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.				
<p align="center">TABLE NOTES:</p> <p>P = Permitted by Right; PC = Permitted Subject to Use-Specific Conditions; SE = Allowed as a Special Exception; du = <i>dwelling units</i>; sf = square feet; GFA = <i>gross floor area</i> in square feet; ft = feet; n/a = not applicable</p> <p>1. May be increased by up to ten percent on demonstration to the <i>Official</i> that:</p>				
a. - f. No Change				

Staff Explanation: This change will allow a Commercial Parking Lot as a permitted use in the WMU zoning district with conditions. This change also establishes a density for a Bed and Breakfast use and for Interval Occupancy uses.

O. Waterfront Mixed-Use (WMU) District

WMU Waterfront Mixed-Use District				
1. No Change				
2. Allowable Principal Uses				
		USE-SPECIFIC CONDITIONS	MINIMUM NUMBER OF OFF- STREET PARKING SPACES	
Vehicle Sales and Services				
<u>Commercial Parking Lot</u>	<u>PC</u>	<u>Sec. 16-4-102.B.8.d</u>	<u>See Sec. 16-5-107.D.2</u>	
3. Development Form Standards				
MAX. DENSITY (PER NET ACRE)			LOT COVERAGE	
Residential	16 du		Max. <i>Impervious Cover</i>	50%
<u>Bed and Breakfasts</u>	<u>10 rooms</u>			
Hotel	35 rooms		Min. <i>Open Space</i> for Major Residential <i>Subdivisions</i>	16%
<u>Interval Occupancy</u>	<u>16 du</u>			

Nonresidential	8,000 GFA		
MAX. BUILDING HEIGHT²			
All <i>Development</i>	75 ft		

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. No Change
2. No Change

CHAPTER 16-4: USE STANDARDS

Sec.16-4-102. – Principal Uses

A. Principal Use Table

1. - 5. No Changes

Staff Explanation: This change will allow Group Living as a permitted by right use in the MED zoning district, add Commercial Parking Lot as a permitted by condition use in the CR, CC, LC, IL, MF, MV, RD, SPC, S and WMU zoning districts and add Multi-Level Self-Service Storage as a permitted by condition use in the LC, IL and SPC zoning districts.

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	PR	RS F-3	RS F-5	RS F-6	R M -4	R M -8	R M -12	CR	SPC	CC	MS	WMU	S	MF	MV	NC	LC	RD		MED
RESIDENTIAL USES																					
<i>Group Living</i>						P	P	P					P						P	<u>P</u>	
VEHICLE SALES AND SERVICES																					

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. The structure shall be set back a minimum of 200’ from any arterial road.
- iv. There is a maximum of up to 35,000 GFA per floor.

In addition, multi-level self-service storage facilities in the LC and SPC Districts shall comply with the following conditions:

- i. All storage units and all property stored on the site shall be contained entirely within the building.
- ii. There shall be no outside storage of vehicles or other goods.
- iii. There shall be no exterior 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.

e d. Self-Service Storage

Sec. 16-4-103. Accessory Uses and Structures

A. – D. No Changes

Staff Explanation: This change will allow divisible dwelling units (lock-outs) as an accessory use to an interval occupancy (timeshare) use.

E. Use-Specific Conditions for Accessory Uses and Structures

- 1. No Change
- 2. Divisible Dwelling Unit

A divisible dwelling unit incorporating lock-out rooms is allowed as an accessory use to a multifamily dwelling or interval occupancy unit if it complies with the following conditions:

- a. The unit shall have a separate outside entrance serving the lock-out rooms.
- b. The lock-out rooms may not exceed 75 percent of the gross floor area of the entire dwelling.
- c. Each lock-out room in a divisible dwelling unit shall count as $\frac{1}{2}$ dwelling unit in addition to the one dwelling unit counted for the entire divisible dwelling.

CHAPTER 16-5: DEVELOPMENT AND DESIGN STANDARDS

Sec.16-5-102. - Setback Standards

A. – B. No Changes

Staff Explanation: This change establishes a specific street setback for multi-level self-service storage uses.

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°
NOTES: in = inches ft = feet ° = degrees 1. - 4. No Change				
<u>5. All multi-level self-service structures shall be set back a minimum of 200' from any arterial road.</u>				

Staff Explanation: This will change the required stacking distance for elementary and middle schools to be in compliance with SCDOT standards.

Sec. 16-5-107. Parking and Loading Standards

A. – H. No Changes

I. Vehicle Stacking Distance for Drive-Through and Related Uses

1. Required Stacking Distance

Driveways on which vehicles queue up to *access* a *drive-through* facility or similar service facility, or a drop-off or pick-up zone, shall provide at least the minimum stacking distance behind the facility or zone in accordance with Table 16-5-107.I.1, Minimum Stacking Distance for Drive-Through and Related Uses.

TABLE 16-5-107.I.1: MINIMUM STACKING DISTANCE FOR DRIVE-THROUGH AND RELATED USES		
USE OR ACTIVITY ¹	MINIMUM STACKING DISTANCE	MEASURED FROM
School, elementary or middle	200 <u>1,500 – 2,000 ft</u>	Back end of the designated drop-off/pick- up zone
NOTES: ft = feet 1. – 2. No Change		

Staff Explanation: This change makes significant modifications to the stormwater section.

Sec. 16-5-109. Stormwater Management and Erosion and Sedimentation Control Standards

A. No Change

B. Applicability

Staff Explanation: This change clarifies what activities are covered by the stormwater section, and ensures that the LMO meets the requirements of the Town's NPDES MS4 Permit.

1. General

Except as otherwise provided in paragraph 2 below, this section applies to all ~~development~~. This section applies to all land disturbing activity that disturbs 1/2 acre or greater of land and all development that is within 1/2 mile of coastal receiving waters, regardless of disturbed area. Additionally, this section applies to any project or activity that is part of a Larger Common Plan, regardless of size. Exceptions to these requirements are listed in sub-section 2 below.

Staff Explanation: This change clarifies what activities are exempt from stormwater requirements, in accordance with NPDES requirements.

2. Exceptions

The following ~~development~~ activities are exempt from the standards in this section:

- a. **Development** exempt from Development Plan Review in accordance with Sec. 16-2-103.G.3, Exemptions, with the exception of public street or minor utility construction;
- b. No Change
- c. ~~Development that does not disturb more than a total of 1/2 acre of land or alter or disrupt existing drainage patterns;~~
- d. c
- e. d
- f. e

Staff Explanation: This change adds a section that explicitly states the submittal requirements for applicable projects. It adds a requirement for all covered land disturbing activities to obtain a newly developed Land Disturbance Permit. This improves regulatory coverage for the entire lifespan of a project - ground breaking to complete finished condition. This change addresses issues that were arising from demolition projects and subdivison projects. Previously erosion control requirements were not applied to demolition-only projects, even though those are land disturbances. For subdivisons, it extends erosion control requirements beyond the C of C for infrastructure to the

entire life of the project, including during the house building phase. This change also gives staff better ability to track projects that require stormwater management. No additional fees are anticipated for the Land Disturbance Permit, it will be one additional simple form for the applicant.

C. Submittal Requirements

1. Land Disturbance Permit

All applicants/developers for land disturbing activities covered by this section, as described in subsection B above, must submit an application for a Land Disturbance Permit. Permit approval is required prior to commencing any land disturbing activities and coverage remains in effect until final stabilization on the entire site has been achieved.

a. Land disturbing activities may not commence until initial erosion and sedimentation controls have been installed and verified during a pre-clear inspection conducted by Town staff.

b. Once final stabilization has been achieved, Town staff will conduct a final site inspection to verify that all land disturbing activities are complete and the site is properly stabilized.

Staff Explanation: This change clarifies when a stormwater management plan is required, and also clarifies submittal requirements for redevelopment projects in areas that have an existing master planned system.

2. Stormwater Management Plan

All applicants/developers for activities covered by this section, as described in subsection B above, must submit a stormwater management plan and report that demonstrates compliance with the standards and design requirements of this section.

In the case of redevelopment within a previously approved planned unit development whereby the applicant desires to use off-site detention and or retention, a Professional Engineer must certify that the proposed project is consistent with the planned unit development's master plan and that the use of off-site detention or retention will not create adverse impacts.

C D. General Standards for Stormwater Management

1. – 5. No Change

Staff Explanation: This change eliminates the requirement of no discharges into tidal or freshwater wetlands. Staff considers this a non-enforceable requirement, as a good number of discharges on

the island are directed to some sort of wetland. The important requirement is that existing wetlands can't be used for detention purposes, which is addressed elsewhere.

6. Direct Discharges onto Beaches and into Wetlands and Water Bodies
 - a. No Change
 - b. ~~No direct stormwater discharge shall be permitted into tidal or freshwater wetlands unless approved by the Town Engineer.~~
 - e b. No Change
7. – 11. No Change

D E. Drainage Design Standards

1. General
 - a. – c. No Change
 - d. Engineering Checklist
-

Staff Explanation: This change clarifies what the Engineering Checklist contains.

~~Detailed design standards for all~~ Basic requirements for stormwater management systems plans and calculations required by this section can be found in the Engineering Checklist maintained by the Town Engineer.

2. No Change
 3. On-Site Retention of First Inch of Runoff
 - a. – c. No Change
-

Staff Explanation: This change updates retention/water quality requirements for *redevelopment* projects to provide some more flexibility when on-site retention is a hardship. The committee asked if the option to use the County BMP manual could be applied to new development also, instead of as originally intended here, an alternative on re-development sites. Section 4.2.5.2.2 of the Town's NPDES Permit states. "The first inch of runoff must be addressed" for new development. Staff can pursue further interpretation from SCDHEC, but our concern is that by offering an alternative to explicit retention of the first inch of runoff may cause the Town to be deemed in violation of permit compliance. It is for this reason we recommend maintaining the current language.

- d. Applicants for redevelopment projects for which existing facilities do not meet current standards may choose between providing on-site retention of the first inch of runoff from all impervious surfaces or meeting the water quality performance requirements

found in the latest edition of the Beaufort County Manual for Stormwater Best Management and Design Practices.

e. Off-site retention may be allowed in cases where permanent drainage easements are recorded.

4. – 8. No Change

F F. Inspection and Certification of Construction

F G. As-Built Survey

Staff Explanation: This change clarifies that the contents of the as-built survey must be post-construction.

1. Before issuance of a Certificate of Compliance, the *applicant* shall submit to the Town Engineer ~~an~~ a post-construction *as-built survey* prepared and certified by a South Carolina professional *land* surveyor that accurately identifies and depicts the horizontal location of all property corners, *easements*, and the horizontal and vertical locations of all *on-site improvements*. The *as-built survey* shall show:

a. – c. No Change

2. No Change

Staff Explanation: This change replaces the need for hard copy as-built surveys with PDF formats.

3. The *as-built survey* shall be submitted ~~in the form of two sets of hard copy, sealed prints at a legible scale~~ PDF format with surveyor's seal, and the digital file in AutoCAD 2007 format or newer.

G H. Drainage Easements

1. General

Staff Explanation: This change adds the explicit requirement of when drainage easements are required. A definition for Drainage Infrastructure has been added.

Drainage Infrastructure within the limits of the *development* that is not located in a platted street right of way and conveys off-site storm water runoff shall be placed in a permanent drainage easement. *Developments* shall provide adequate *access* for *maintenance* and *improvement* of the drainage easement and required stormwater management facilities.

2. – 4. No Change

H I. Maintenance of Stormwater Management Facilities and Easements

1. No Change
2. Operation and Maintenance Agreement

Where drainage *easements* and *stormwater management facilities* are to be privately operated and maintained, the *applicant* shall obtain *Town* approval of a DHEC Operation and Maintenance Agreement ensuring adequate and perpetual operation and *maintenance* of the *easements* and facilities by the *developer* or a homeowners' or property owners' association. In addition to meeting DHEC requirements, the operation and *maintenance* agreement shall:

- a. – b. No Change

Staff Explanation: This change adds the requirement for the permanent maintenance agreement to include a plan and schedule for regular inspections and maintenance by the responsible party. This addition reflects requirements in the Town's NPDES MS4 permit. An audience member thought annual submittals of the inspection and maintenance reports may be too burdensome on the owner/operator of the facilities, however the reports must be available upon requests at any time and a set deadline should help serve as a reminder to ensure they are not ignored. Staff does not think annual report submittals are too burdensome, but will acquiesce to a requirement of every two years. It is very important that the facilities are inspected and maintained. Sections 4.2.5.4 of the NPDES Permit states that the Town must require the owners or operators to provide verification of maintenance of their stormwater control measures installed to comply with performance standards. The Town will provide a standard inspection form and maintenance log to be used by the owner/operator.

c. Include an inspection and maintenance plan that requires annual inspections of the facility and maintenance of any deficiencies found during such inspection. The property owner or responsible party shall keep written records of inspection and maintenance and shall provide them to the Town Engineer or his designee upon request or by December 31st of each year.

I J. Erosion and Sedimentation Control

Staff Explanation: This change will make it clear that signs on vehicles must only advertise the primary business for which the vehicle is used.

Sec. 16-5-114. Sign Standards

A. – H. No Changes

I. Prohibited Signs

1 – 16. No Changes

17. *Portable signs*, or any *sign* not permanently attached to the ground or other permanent *structure*, including but not limited to *signs* attached to or painted on vehicles or trailers other than those advertising the business which the vehicle is used to conduct, either parked or being driven, and visible from the *right-of-way*, unless said vehicle is used as a vehicle in the normal day-to-day operations of the business, except that sandwich boards, chalkboards, and other *signs* that are specifically allowed under this section are exempt.

CHAPTER 16-6: NATURAL RESOURCE PROTECTION

16-6-103. Beach and Dune Protection

A. – E. No Changes

Staff Explanation: This change will establish an actual height to which dune vegetation can be trimmed.

F. Development on Dunes

1. – 2. No Changes

3. View Corridors

Dune vegetation may be removed or selectively pruned to 4 feet to establish view corridors to the *beach*, in accordance with the following standards:

- a. To the *maximum extent practicable*, view corridors shall be located where the least amount of native *dune* vegetation is required to be removed or pruned (i.e., where little *dune* vegetation exists or where existing vegetation is non-native), and the pruning of *trees* and vegetation *adjacent* to the corridor can be done in a manner that maintains the health of such *trees* and other vegetation.
- b. No healthy *specimen tree* may be removed to create a view corridor. Selective pruning of *trees* (including *specimen trees*) is allowed, in accordance with accepted International Society of Arboriculture practices.
- c. Any *trees* removed shall be cut flush with existing *grade* and their root systems left intact. All removed vegetation shall be replaced with shrubs or other low-growing vegetation (not turf) that will enhance the stabilization of the *dune system*.

Sec. 16-6-104. Tree Protection

A. – E. No Changes

Staff Explanation: State and Federal approvals are rarely required for the removal of a specimen tree so this change will indicate that.

F. Specimen Tree Preservation

1. No Changes

2. General Requirements

a. No Changes

b. If preservation of a *specimen tree* causes unnecessary hardship, the *applicant* may apply for a variance from this subsection (see Sec. 16-2-103.S, Variance) once any required *State* or federal government agency approval, if applicable, to remove the *tree* is received in writing.

Staff Explanation: Tree coverage requirements are based on the impervious coverage requirements of the underlying zoning district. There is no impervious coverage requirement for the CR (Coligny Resort) district so this change establishes an impervious coverage for the CR district solely for the purpose of figuring out tree coverage.

E. – F. No Changes

G. Minimum Tree Coverage Standard

1. Applicability

- a. All new *development* except for the *construction* of any public *street*, pathway, drainage project, single family subdivision, athletic field, airport runway, golf course or minor utility and the redevelopment or alteration of existing *development* (see subparagraph b below) shall include at least 900 adjusted caliper inches (ACI) of *trees* per acre of *pervious* surface area. *Pervious* surface area equals the *gross acreage* less the maximum *impervious cover* required for the proposed *development*. In the case of development in the CR zoning district, the maximum impervious coverage solely for the purposes of this section shall be 80%.
- b. Redevelopment or alteration of existing *development* shall have the option of meeting the standard in subparagraph a above or meeting replacement requirements in Sec. 16-6-104.I, Standards for Supplemental and Replacement Trees, based on *trees* removed by *tree* category.
- c. For the construction of any public *street*, pathway, drainage project, single family subdivision, athletic field, airport runway, golf course or minor utility the applicant shall make all reasonable efforts to save significant trees and stands of trees. In these cases, at the discretion of the official, a centerline field inspection may relieve the applicant of the tree survey requirement. Reasonable tree replanting may be required by the Official for these uses.

Example: A 2-acre site in a PR, Parks and Recreation District, is permitted a maximum impervious surface coverage of 45 percent or 0.9 acres. This leaves 1.1 acres of pervious surface. Multiplied by 900 adjusted caliper inches (ACI), it gives a site standard of 990 adjusted caliper inches which must be met post-development.

Staff Explanation: This change clarifies which standards should be used to measure trunk diameter.

H. No Changes

I. Standards for Supplemental and Replacement Trees

1. – 3. No Changes

TABLE 16-6-104.1.3: MINIMUM PLANTING SIZE FOR SUPPLEMENTAL AND REPLACEMENT TREES		
TREE CATEGORY	MINIMUM HEIGHT (FEET)	MINIMUM TRUNK DIAMETER (INCHES) <u>(USING ANSI STANDARDS)</u>
Category I	10	2
Category II	10	2
Category III	6	1
Category IV	6	1

J. – K. No Changes

Staff Explanation: This change fixes an error in this section that refers to setback instead of buffer standards.

L. Tree Mitigation Fee

1. No Change

2. Airport

On Hilton Head Island Airport property, the *Official* may allow a *tree* mitigation fee payment to be paid in lieu of the replacement of *trees* removed from beneath the side and approach slopes to the airport runway on determining that adequate buffers are being established in addition to those required in Sec. 16-5-102~~3~~, ~~Setback~~ Buffer Standards, and Sec. 16-6-102.D, Wetland Buffer Standards.

CHAPTER 16-10: DEFINITIONS, INTERPRETATION AND MEASUREMENT

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

A. – F. No Changes

Staff Explanation: This change establishes a definition for a new use, commercial parking lot

G. Commercial Services

• **Commercial Parking Lot**

A facility that provides parking that is not accessory to a specific use. A fee may or may not be charged. A facility that provides both accessory parking for a specific use and regular fee parking for people not connected to the use is also classified as a Commercial Parking Lot. This use includes short and long-term fee parking facilities.

H. No Changes

Staff Explanation: This change establishes a definition for a new use, multi-level self-service storage.

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**.

16-10-105. General Definitions

Staff Explanation: This change adds in that lock out units can be an accessory use to an interval occupancy use. Additionally it fixes the size to be in conformance with the conditions related to this use.

• Divisible Dwelling Unit

A *dwelling unit* in a *multifamily* residential or *interval occupancy development* that includes one or more lock-out bedrooms that can be physically closed or locked off from the remainder of the *dwelling*. Such units must have a bathroom. Size is limited to 50 ~~75~~ percent of the *gross floor area* of the entire *dwelling* ~~square footage of the remaining base unit.~~

Staff Explanation: This change establishes a definition for invasive species which is now referenced in the LMO.

• Invasive Species

Non-native plants that are likely to spread, disrupting the natural balance of an ecosystem, often causing the loss of native species.

Staff Explanation: This change adds definitions for certain terms used in section 16-5-109 – Stormwater Management and Erosion and Sediment Control Standards.

Coastal Receiving Waters

The navigable waters of the United States subject to the ebb and flood of the tide and which are saline waters, shoreward to their mean high-water mark.

Drainage Infrastructure

The physical components of the storm water conveyance and treatment systems which may include pipes, ditches, inlet structures, junction boxes, ponds, weirs, and others.

Final Stabilization

1. All soil disturbing activities at the site have been completed and either of the two following criteria are met:

a. a uniform (e.g., evenly distributed, without large bare areas) perennial vegetative cover with a density of 70 percent of the native background vegetative cover for the area has been established on all unpaved areas and areas not covered by permanent structures, or

b. equivalent permanent stabilization measures (such as the use of riprap or geotextiles) have been employed.

2. When background native vegetation will cover less than 100 percent of the ground (e.g., arid areas, beaches), the 70 percent coverage criteria is adjusted as follows: if the native vegetation covers 50 percent of the ground, 70 percent of 50 percent ($0.70 \times 0.50 = 0.35$) would require 35 percent total cover for final stabilization. On a beach with no natural vegetation, no stabilization is required.

3. For individual lots in residential construction, final stabilization means that either:

a. The homebuilder has completed final stabilization as specified above, or

b. The homebuilder has established temporary stabilization including perimeter controls for an individual lot prior to occupation of the home by the homeowner and informing the homeowner of the need for, and benefits of, final stabilization.

Land Disturbance Permit

A separate permit that is required of any land disturbing activity subject to the section 16-5-109 - Stormwater Management and Erosion and Sedimentation Control Standards

Larger Common Plan

A Larger Common Plan (LCP) is "broadly defined as any announcement or piece of documentation (including a sign, public notice or hearing, sales pitch, advertisement, drawing, permit application, zoning request, computer design, etc.) or physical demarcation (including boundary signs, lot stakes, surveyor markings, etc.) indicating construction activities may occur on a specific plot."

63 Federal Register No. 128, July 6, 1998, p. 36491

For example, if master calculations have been prepared and/or submitted for an entire site, then all phases and parcels at that site would be considered part of an LCP. If the site is part of a subdivision, industrial park, commercial park, etc., then it is considered to be part of an LCP.

Any land-disturbing activities, including clearing, grading or excavating, on any site considered part of a Larger Common Plan, based on the definition above, would be required to obtain coverage under the NPDES Construction General Permit even if the land-disturbing activities resulted in a disturbed area of less than one (1) acre.

Stormwater Management Facilities

The permanent drainage infrastructure that is designed, constructed, maintained, and utilized to meet the post-construction stormwater management standards of the Town and the State. May also be referred to as structural best management practices.

Staff Explanation: This change establishes a definition for invasive species which is now referenced in the LMO.

- **Invasive Species**

Non-native plants that are likely to spread, disrupting the natural balance of an ecosystem, often causing the loss of native species.

APPENDIX D: APPLICATION SUBMITTAL REQUIREMENTS

Staff Explanation: There have been some concerns expressed by the public about the cost of providing a boundary survey as part of a ZMA. This change removes this requirement.

D-1. Zoning Map Amendment

A. General Submittal Requirements

1. An **application** form as published by the **Official** and appropriate fee as required by Sec. 16-2-102.C.2, Application Fees, and shall include the following:
 - a. A narrative addressing the reasons for the requested zoning map amendment and addressing the applicable review criteria set forth in Sec. 16-2-103.C.3, Zoning Map Amendment (Rezoning) Review Standards.
 - b. A boundary map of the subject property ~~at a scale of 1"=50' prepared and sealed by a registered **land** surveyor.~~
 - c. Where applicable, a copy of correspondence illustrating that the **applicant** has solicited written comments from the appropriate property owners' association regarding the requested amendment. Such correspondence shall encourage the association to direct any comments in writing to the **Official** and the **applicant** within 14 calendar days of receipt of the notification.
 - d. A copy of the proposed Mailed Notice as required by Sec. 16-2-103.C.2.d, Hearing Scheduling and Notice.

Town of Hilton Head Island PLANNING COMMISSION 2017 Meeting Schedule

Application for changes to Zoning Maps or Master Plan Maps, Public Project Reviews, Major Traffic Analysis, Street Names and LMO Text Amendments are heard by the Planning Commission on the **first** and **third** Wednesdays of each month.

The **first meeting** of each month **begins at 9:00am**. The **second meeting** of each month **begins at 3:00pm**. All meetings are held in Benjamin M. Racusin Council Chambers at Town Hall, One Town Center Court. Changes to meeting dates and times will be posted.

PUBLIC MEETING DATES	APPLICATION DEADLINES
January 4 * January 18	December 5, 2016 * December 19, 2016
February 1 * February 15	January 2, 2017 * January 13, 2017
March 1 * March 15	January 30, 2017 * February 13, 2017
April 5 * April 19	March 6, 2017 * March 20, 2017
May 3 * May 17	April 3, 2017 * April 17, 2017
June 7 * June 21	May 8, 2017 * May 22, 2017
July 5 * July 19	June 5, 2017 * June 19, 2017
August 2 * August 16	July 3, 2017 * July 17, 2017
September 6 * September 20	August 7, 2017 * August 21, 2017
October 4 * October 18	September 1, 2017 * September 18, 2017
November 1 * November 15	October 2, 2017 * October 16, 2017
December 6 December 20	November 6, 2017 November 20, 2017

* 3:00p.m. meeting

All applications for review by the Planning Commission must be received by the Community Development Information Center a minimum of thirty (30) days prior to the public meeting date. Please refer to Chapter 2 of the Town's Land Management Ordinance for additional information.