



**Town of Hilton Head Island  
Planning Commission Meeting  
Wednesday, December 7, 2016 – 9:00a.m.  
Hilton Head Island Library  
Large Meeting Room**

**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 – November 16, 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:  
  
Multi-Level Self-Service Storage  
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  
  
Table 16-4-102.A.6: changes to the Principal Use Table that include adding Multi-Level Self-Service Storage as a conditional use in the LC, IL and SPC zoning districts  
  
Section 16-4-102.B.9: establishes conditions for Multi-Level Self-Service Storage  
  
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 16-10-103.I: establishes a definition for a new use (Multi-Level Self-Service Storage)

### Underbrushing

Section 16-6-104.D: adds in some flexibility for property owners who want to maintain their vacant property

### Interval Occupancy

Section 16-3-105: to establish a density for Interval Occupancy uses in the MV, RD and WMU zoning districts

Section 16-4-103.E.2: allows divisible dwelling units as an accessory use to interval occupancy uses

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

### Commercial Parking Lots

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

Table 16-4-102.A.6: changes to the Principal Use Table that include adding Commercial Parking Lots as a conditional use in the CR, CC, LC, IL, MF, MV, RD, SPC, S and WMU zoning districts

Section 16-4-102.B.8: establishes conditions for Commercial Parking Lots

Section 16-10-103.G: establishes a definition for a new use (Commercial Parking Lot)

### Other General Amendments

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.H: to add Group Living as a permitted use in the MED zoning district

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

Section 16-5-107.I: increases the required stacking distance for elementary and middle schools

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.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 16-10-105: 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**

**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, November 16, 2016 – 3:00p.m.**  
**Hilton Head Island Library, Large Meeting Room**

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

Commissioners Absent: Judd Carstens (excused)

Town Council Present: None

Town Staff Present: Teri Lewis, LMO Official; Anne Cyran, Senior Planner; Darrin Shoemaker, Traffic & Transportation Engineer; Jayme Lopko, Senior Planner & Board Coordinator; Teresa Haley, Secretary

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**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 August 17, 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**

**Individual Assessment of Impact Fees**

**DPR-000827-2016** – Request for an individual assessment of impact fees from Ken Skodacek on behalf of Hilton Head Small Business Center, LLC. The applicant is requesting a reduction of impact fees for Phase 3 of the Dillon Road Self-Storage facility located at 159 Dillon Road.

Ms. Cyran presented the above application as described in the Staff Report provided in the Commission's packet. Staff recommends that the individual assessment submitted by Ken Skodacek be accepted in accordance with LMO 16-5-116.F and that the road impact fees for Phase 3 of the Dillon Road Self-Storage facility be assessed in accordance with the average trip generation rate of 1.26 daily trips per 1,000 square feet of gross floor area as indicated on page

3 of the Self-Storage Facilities Trip Generation Study, prepared by Thomas & Hutton and dated November 9, 2015 (as provided in the Commission's packet).

Chairman Brown asked the public for comments and there were none. Chairman Brown asked for comments from the Commission. The Commission asked the for impact fee amounts for each study. Mr. Skodacek indicated that he did not have the exact fee amounts at hand. However, an estimate of \$10,000 reduced to \$5,000 in fees was stated.

Commissioner Gant made a motion to **approve** the application as submitted. Vice Chairman Kristian **seconded** the motion. The motion **passed** with a vote of 7-0-0.

**10. Commission Business – Approval of the 2017 Meeting Schedule**

The Planning Commission discussed the proposed 2017 Meeting Schedule and recommended that the July 5 and December 20, 2017 meetings be cancelled due to the holidays. Vice Chairman Kristian made a motion to **approve** the 2017 Meeting Schedule as **amended**. Commissioner Theodore **seconded** the motion and the motion **passed** with a vote of 7-0-0.

**11. Chairman's Report**

*(Commissioner Stevens arrived at this time.)*

Chairman Brown commended Town staff for their efforts in the disaster recovery process from Hurricane Matthew. Chairman Brown noted it would be worthy to review the LMO regarding downed trees from the storm. The Commission discussed LMO and POA regulations related to tree cutting. The Commission discussed and raised questions as to how the Town and POAs could better address damaged trees and clear-cutting issues; potential conditional flexibility for replanting; and the protection a tree canopy may provide to a structure during a storm. The Commission expressed needing input from meteorologists and arborists on these issues. Commissioner Gant indicated the LMO Committee will review these concerns and suggest guidelines for the POAs by the Town.

Chairman Brown made note of recent vehicular and pedestrian accidents on the Island, including a bicyclist fatality near the Shelter Cove area. Chairman Brown expressed the need to address this through the CIP projects. Mr. Shoemaker stated that the Town is working with the Sherriff's office and State Highway Patrol to obtain the accident reports. Mr. Shoemaker and the Commission discussed certain dangerous intersections and made preliminary suggestions to address these. Chairman Brown asked Commissioner Hughes to hold a CIP Committee meeting to address these concerns and ultimately start a dialogue with Town Council.

**12. Committee Report**

Commissioner Gant reported that the LMO Committee has met several times over the last few months and will be bringing forward Draft 2016 LMO Amendments – 2<sup>nd</sup> Set to the Planning Commission meeting on December 7, 2016.

Commissioner Gant reported that the Circle to Circle Committee made short term recommendations to work with the CIP for the long term. The Committee made recommendations regarding traffic, visibility of other beaches, and a parking shuttle. The initial timeline for the parking shuttle was Spring 2017, however, has changed to Spring 2018 due to the focus on the hurricane recovery efforts.

Commissioner Hughes reported that the CIP Committee will meet with Mr. Shoemaker in January to discuss concerns raised in today's meeting.

Ms. Lopko indicated the Comprehensive Plan Committee needs to meet to continue the five year plan review and adoption process. The plan will need to be adopted by Town Council before the fiscal year end.

**13. Staff Reports – None**

**14. Adjournment – The meeting was adjourned at 3:44p.m.**

Submitted By:

Approved By:

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Teresa Haley, Secretary

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Alex Brown, Chairman

DRAFT



# TOWN OF HILTON HEAD ISLAND

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## *Community Development Department*

**TO:** Planning Commission  
**VIA:** Jayme Lopko, AICP, *Senior Planner*  
**FROM:** Teri B. Lewis, AICP, *LMO Official*  
**DATE:** November 23, 2016  
**SUBJECT:** Proposed 2016 LMO Amendments – Second Set

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**Recommendation:** The LMO Committee met on May 2<sup>nd</sup>, July 27<sup>th</sup>, August 4<sup>th</sup>, August 15<sup>th</sup>, September 8<sup>th</sup>, September 20<sup>th</sup> and November 9<sup>th</sup> 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. The Committee has incorporated 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 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.

**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](mailto:teril@hiltonheadislandsc.gov) if you have any questions.

# EXHIBIT A

## DRAFT 2016 LMO AMENDMENTS – 2<sup>nd</sup> Set

### PLANNING COMMISSION MEETING 12/7/16

#### CHAPTER 16-3: ZONING DISTRICTS

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

A. – D. No Changes

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

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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 <b>lot</b> area is at least 3 acres; 8 du if <b>lot</b> area is at least 5 acres)	Max. <b>Impervious Cover</b> for All <b>Development</b> Except <b>Single-Family</b>	35%
<u>Bed and Breakfast</u>	<u>10 rooms</u>		

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

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

A. No Changes

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

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B. Coligny Resort (CR) District

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

**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: 24pt; 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: 24pt; margin: 0;">Light Commercial District</p>			
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<b>1. No Change</b>			
<b>2. Allowable Principal Uses</b>			
		<b>USE-SPECIFIC CONDITIONS</b>	<b>MINIMUM NUMBER OF OFF- STREET PARKING SPACES</b>
<b>Vehicle Sales and Services</b>			
<u><b>Commercial Parking Lot</b></u>	<u>PC</u>	<u>Sec. 16-4-102.B.8.d</u>	<u>See Sec. 16-5-107.D.2</u>
<b>Industrial Uses</b>			
<u><b>Multi-Level Self-Service Storage</b></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>
<b>3. Development Form Standards</b>			
<b>MAX. DENSITY (PER NET ACRE)</b>		<b>LOT COVERAGE</b>	
Residential <sup>1</sup>	4 du	Max. <b>Impervious Cover</b>	60%
<b>Hotel</b> <sup>1</sup>	35 rooms	Min. <b>Open Space</b> for Major Residential <b>Subdivisions</b>	16%
Nonresidential <sup>2,3,4</sup>	10,000 GFA		
<b>MAX. BUILDING HEIGHT</b>			
<b>All Development</b>	45 ft <sup>4,5</sup>		
<b>USE AND OTHER DEVELOPMENT STANDARDS</b>			
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

<p><b>IL</b></p> <p><b>Light Industrial District</b></p>			
1. No Change			
2. Allowable Principal Uses			
		USE-SPECIFIC CONDITIONS	MINIMUM NUMBER OF OFF-STREET PARKING SPACES
<b>Vehicle Sales and Services</b>			
<u><b>Commercial Parking Lot</b></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><b>Multi-Level Self-Service Storage</b></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>
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**3. Development Form and Parameters**

**MODIFIED ADJACENT STREET SETBACK STANDARDS**

Adjacent Street Setback	No Change
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<b>MAX. DENSITY (PER NET ACRE)</b>		<b>LOT COVERAGE</b>
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Nonresidential <b>Development</b>	10,000 GFA	Max. <b>Impervious Cover</b>	65%
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<b>MAX. BUILDING HEIGHT</b>	
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All <b>Development</b>	35 ft <sup>1</sup>
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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. - 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 <sup>1</sup>		
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

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

<u><i>Bed and Breakfasts</i></u>	<u>10 Rooms</u>	
Nonresidential	7,000 GFA	
<b>MAX. BUILDING HEIGHT</b>		
All <i>Development</i>	45 ft <sup>1</sup>	
<b>USE AND OTHER DEVELOPMENT STANDARDS</b>		
See Chapter 16-4: Use Standards, Chapter 16-5: Development and Design Standards, and Chapter 16-6: Natural Resource Protection.		
<b>TABLE NOTES:</b>		
P = Permitted by Right; PC = Permitted Subject to Use-Specific Conditions; SE = Allowed as a Special Exception; du = <b><i>dwelling units</i></b> ; sf = square feet; GFA = <b><i>gross floor area</i></b> in square feet; ft = feet; n/a = not applicable		
1. No Change		

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

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H. Medical (MED) District

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

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

**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

<b>MV Mitchelville District</b>			
<b>1. No Change</b>			
<b>2. Allowable Principal Uses</b>			
		<b>USE-SPECIFIC CONDITIONS</b>	<b>MINIMUM NUMBER OF OFF- STREET PARKING SPACES</b>
<b>Vehicle Sales and Services</b>			
<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>
<b>3. No Change</b>			
<b>TABLE NOTES:</b> P = Permitted by Right; PC = Permitted Subject to Use-Specific Conditions; SE = Allowed as a Special Exception; du = <b>dwelling units</b> ; sf = square feet; GFA = <b>gross floor area</b> in square feet; ft = feet; n/a = not applicable			
<b>3. Development Form Standards</b>			

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			
<b>MAX. BUILDING HEIGHT</b>				
<i>All Development</i>	75 ft			
<b>USE AND OTHER DEVELOPMENT STANDARDS</b>				
See Chapter 16-4: Use Standards, Chapter 16-5: Development and Design Standards, and Chapter 16-6: Natural Resource Protection.				
<p align="center"><b>TABLE NOTES:</b></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

<b>RD Resort Development District</b>			
1. No Change			
2. Allowable Principal Uses			
	USE-SPECIFIC CONDITIONS	MINIMUM NUMBER OF OFF- STREET PARKING SPACES	
Vehicle Sales and Services			
<u><b>Commercial Parking Lot</b></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><b>Bed and Breakfasts</b></u>	<u>10 rooms</u>		
<u><b>Interval Occupancy</b></u>	<u>16 du</u>		
<b>Hotel</b>	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><b>TABLE NOTES:</b></p> <p>P = Permitted by Right; PC = Permitted Subject to Use-Specific Conditions; SE = Allowed as a Special Exception; du = <b>dwelling units</b>; sf = square feet; GFA = <b>gross floor area</b> in square feet; ft = feet; n/a = not applicable</p>	

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**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.

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M. Sea Pines Circle (SPC) District

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

		USE-SPECIFIC CONDITIONS	MINIMUM NUMBER OF OFF-STREET PARKING SPACES
<b>Vehicle Sales and Services</b>			
<u>Commercial Parking Lot</u>	PC	<u>Sec. 16-4-102.B.8.d</u>	<u>See Sec. 16-5-107.D.2</u>
<b>Industrial Uses</b>			
<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>
<b>3. Development Form Standards</b>			
MAX. DENSITY (PER NET ACRE)		LOT COVERAGE	
Residential <sup>1</sup>	12 du	Max. <i>Impervious Cover</i>	60%
Nonresidential <sup>2</sup>	10,000 GFA	Min. <i>Open Space</i> for Major Residential <i>Subdivisions</i>	16%
MAX. BUILDING HEIGHT			
All <i>Development</i>	45 ft <sup>2 3</sup>		
<b>USE AND OTHER DEVELOPMENT STANDARDS</b>			
See Chapter 16-4: Use Standards, Chapter 16-5: Development and Design Standards, and Chapter 16-6: Natural Resource Protection.			
<b>TABLE NOTES:</b>			
P = Permitted by Right; PC = Permitted Subject to Use-Specific Conditions; SE = Allowed as a Special Exception; du = <b>dwelling units</b> ; sf = square feet; GFA = <b>gross floor area</b> in square feet; ft = feet; n/a = not applicable			
1. No Change			
2. <u>The maximum density for multi-level self-service storage shall be 55,000 GFA.</u>			

± 3. 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 S zoning district with conditions. This change also establishes a density for a Bed and Breakfast use.

N. Stoney (S) District

<p style="font-size: 2em; margin: 0;">S</p> <p style="font-size: 1.5em; margin: 0;">Stoney 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>
<b>Gas Sales</b>	PC	Sec. 16-4-102.B.8.d	
3. Development Form and Parameters			
MODIFIED ADJACENT STREET AND USE SETBACK STANDARDS			
Adjacent Street Setback	No Change		
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 <sup>1</sup>		

**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. 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 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

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

Nonresidential	8,000 GFA		
<b>MAX. BUILDING HEIGHT<sup>2</sup></b>			
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	RM -4	RM -8	RM -12	CR	SPC	CC	MS	WMU	S	MF	MV	NC	LC	RD		MED
<b>RESIDENTIAL USES</b>																					
<i>Group Living</i>						P	P	P						P						P	<u>P</u>
<b>VEHICLE SALES AND SERVICES</b>																					



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**

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

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**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 <sup>1</sup> / MAXIMUM SETBACK ANGLE <sup>2</sup>		
		ADJACENT STREET (BY CLASSIFICATION)		
		MAJOR ARTERIAL	MINOR ARTERIAL	ALL OTHER STREETS
<b>Single-Family</b>	Structure > 24 in high	50 ft <sup>3,4</sup> /75°	40 ft <sup>3,4</sup> / 70°	20 ft <sup>3,4</sup> /60°
	Structure ≤ 24 in high	50 ft <sup>3,4</sup> /n/a	30 ft <sup>3,4</sup> /n/a	10 ft <sup>3,4</sup> /n/a
All Other <b>Uses</b> <sup>5</sup>		50 ft <sup>3,4</sup> /75°	40 ft <sup>3,4</sup> /70°	20 ft <sup>3,4</sup> /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 <sup>1</sup>	MINIMUM STACKING DISTANCE	MEASURED FROM
School, elementary or middle	<del>200</del> <u>1,500 – 2,000 ft</u>	Back end of the designated drop-off/pick-up zone
NOTES: ft = feet 1. – 2. No Change		

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

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## 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**

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

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#### **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. – C. No Changes**

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**Staff Explanation:** This change will provide flexibility for underbrushing lots in certain zoning districts when that underbrushing is not associated with non-single-family development or construction activities.

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#### **D. Pre-Construction Underbrushing**

##### **1. – 5. No Changes**

## 6. Exemption

a. *Underbrushing on land* by a *property owner* in zoning districts RM4, RM8; RM12, RS3, RS5, RS6, MF, MV, S, and WMU is exempt from the requirements of Section 16-6-104.D; however, all vegetation in required buffers shall be maintained except for a six-foot-wide path providing *access* to the interior of the property. Such buffer areas shall be clearly marked and protected prior to the commencement of the *underbrushing* activity. A Natural Resources Permit shall be required for such *underbrushing*.

b. In the event that a *property owner* applies for a permit for non-*single-family development* or commences any *construction* on *land* within twelve (12) months of *underbrushing*, the *property owner* shall be presumed to have undertaken the *underbrushing* in anticipation of non-*single-family development* or *construction* and the permit for the non-*single-family development* or *construction* shall not be issued for a period of one year after completion of the *underbrushing*. The presumption that the *underbrushing* activity was completed in anticipation of non-*single-family development* may be rebutted by the production by the *property owner* of evidence establishing that the *underbrushing* was not in anticipation of non-*single-family development*.

---

**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.*

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**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.I.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**

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

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**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

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

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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

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

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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

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**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.

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- **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.~~

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

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- **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

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**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.

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### 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.