

TOWN OF HILTON HEAD ISLAND
LMO Committee Meeting
July 26, 2017 – 3:30p.m.
Benjamin M. Racusin Council Chambers

Members Present: Chairman Peter Kristian, Vice Chairman Todd Theodore, Barry Taylor, Glenn Stanford

Members Absent: None

Planning Commissioners Present: Alex Brown

Town Council Present: None

Town Staff Present: Charles Cousins, Teri Lewis, Teresa Haley

1. Call to Order

Chairman Kristian called the meeting to order at 3:30p.m.

2. Freedom of Information Act

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

3. Approval of the Agenda

Mr. Stanford moved to approve the agenda. Mr. Taylor seconded, and the motion passed unanimously.

4. Approval of the Minutes – May 10, 2017

The Committee approved the minutes of the May 10, 2017 meeting by general consent.

5. Discuss Proposed 2017 LMO Amendments – Second Set

Chairman Kristian welcomed all in attendance and opened the meeting for public comment on the proposed 2017 LMO Amendments – Second Set.

Larry LaBanc addressed the Committee regarding two proposed changes pertinent to the Forest Beach area. He asked that these specific changes be separated from the set of amendments and fast tracked to the Planning Commission and Town Council. He stated the reasoning behind his request is three-fold: 1) there is immediate danger of another property joining 3 and 5 Heron Street at any time prior to a change in the LMO because a waiver can be granted to do so, 2) a set of amendments can hold up one issue, and 3) previous items like food trucks and Bradley Circle rezoning have been fast tracked.

Taiwan Scott addressed the Committee regarding the impervious requirement in the MV district. He suggested if other zoning areas have the same issue, it should be taken care of in a comprehensive manner.

Chairman Kristian explained the objective of today's meeting is to review and prioritize the issues listed (see Exhibit A). Chairman Kristian described the process for LMO amendments to move forward to the Planning Commission, noting the Town's legal obligation to advertise LMO amendments 30 days in advance of a Planning Commission meeting. Mrs. Lewis explained that once the draft amendments are completed, it will go back to the LMO Committee for review and recommendation to the Planning Commission. The Planning Commission will then make a recommendation to the Public Planning

Committee. The Public Planning Committee will make a recommendation to Town Council, and it will be heard for two readings. Chairman Kristian wanted to clarify expectations and stated that even on a fast-track, it is still a deliberative process.

Mrs. Lewis and the Committee reviewed and discussed the list of issues, proposed changes, and next steps as described in the attached Exhibit A. The Committee agreed to the following issues as priority: increasing the maximum impervious requirement in the MV district; developing criteria for buffer/setback waiver, and eliminating the ability for single-family to use this waiver; and allowing banner signs along some of the main roads to accommodate large special events banner signs.

Upon conclusion of the discussion, Chairman Kristian asked Mrs. Lewis to organize the Committee's next meeting to review the draft language of the proposed amendments.

6. Adjournment

Mr. Taylor moved to adjourn. Mr. Stanford seconded. The meeting was adjourned at 4:40p.m.

Submitted by: Teresa Haley, Senior Administrative Assistant

Approved: August 16, 2017

Peter Kristian, Chairman

EXHIBIT A

PROPOSED 2017 LMO AMENDMENT LIST – 2ND SET

LMO Section & Title	Issue	Proposed Change	Next Step
CHAPTER 2			
16-2-103.D.4 PUD District Review Standards	'Sec. 16-1-101' appears to be an incorrect reference	Amend to read correctly	Draft language
16-2-103.I.4.b.iii Corridor Review	The DRB is required to receive a written notice of action from any applicable ARBs before the DRB takes final action. It is unclear whether the NOA from the ARB needs to be the final action the ARB takes.	Amend the LMO to make it clear that the Town should receive the final ARB action before the DRB takes final action.	Draft language
CHAPTER 3			
16-3-105.B.3 Coligny Resort District	The buffers in the CR district are very specific to this district but are not listed in the CR district	Add cross references to the CR district and Chapter 5 about what the buffers are/aren't for this district	Draft language
16-3-105.I.3 Mitchelville District	Increase impervious requirement in MV district (BZA)	Recommend changing to 50% - a lot of this area used to be in the WMU district in the old LMO – at that time the impervious for WMU was 50% - most of the other standards for Mitchelville mirrored the old WMU district standards.	Draft language
16-3-106.G.5 PD-2 Listed Master Plans	Change the PD-2 Overlay information for Tabby Village (ND)	Update the table to reflect the changes that were adopted to the Tabby Village PD-2	Draft language
16-3-106.H.4.b.ii Buffers	During the LMO Rewrite the maximum driveway width for the Forest Beach overlay district was changed to from 24' to 18'. This has created many nonconformities and there seems to be no reason for the change.	Change back to 24'	Draft language

CHAPTER 4			
16-4-102.B.7.c.iii Bicycle Shops	The word 'have' is missing after 'shall not'	Add 'have'	Draft language
CHAPTER 5			
Table 16-5-102.C – Adjacent Street Setbacks Table 16-5-103.D – Adjacent Street Buffers	Requiring buffers and setbacks from an access easement that is in the middle of a commercial development does not make any sense	Require that this setback/buffer only apply to residential properties Require buffers and setbacks from an access easement only apply to single-family	Draft language
16-5-102.D.4 – Adjacent Use Setbacks 16-5-103.E.2 – Adjacent Use Buffers	Concerns have been raised, some by Town Council, about the fact that there are no criteria that staff can use to waive the setbacks and buffers between properties. Additionally, Town Council requested that the waiver not be applicable to single-family properties	Develop criteria for buffer/setback waiver, eliminate the ability for single-family to use this waiver	Draft language
16-5-103. - Buffers 16-5-107.D.10 – EV Charging Station 16-5-107.H.7 – Bicycle Parking	There have been questions about when the EV station, bike parking requirement and buffer type should kick in when a site is being expanded or altered. After discussions among staff and the Town Attorney, it was determined that the requirements should be applied if the expansion is more than 50%.	Add language to each individual section (EV Charging Stations, Bicycle Parking and Buffers) that states if they are adding 50% square footage then they have to bring buffers, EV charging station and bike parking into compliance as much as feasible. If not adding square footage, just making parking changes than at 50% just the bike parking needs to come into compliance as much as possible. If just making changes to the buffer then at 50% buffers would need to come into compliance.	Draft language
16-5-108 – Site Lighting Standards 16-5-114.I.b.02.A and 16- 5-114.E.1.b.ii.12 – Sign Standards	Often decorative lights are attached to trees with nails. This is harmful to trees. Lights should not be attached to trees with nails	Consider adding a prohibition against using nails to attach lights to trees.	Obtain arborist opinion; hold for future amendment set

16-5-102.B.d Setbacks	There are limited standards for zero lot line subdivisions and the definition is unclear	Beef up standards and definitions for zero lot line subdivisions.	Staff to provide examples and more research; hold for future amendment set
Table 16-5-102.E Allowable Setback Encroachments	The table states that ‘uncovered porches, stoops, decks, patios, terraces, or walkways may extent or be located in any setback if set back from lot lines by a distance no more than the feature’s height’ The unintended consequence is that if a deck is 6” tall only a 6” setback is required.	Consider changing this to a percentage or at least establishing a minimum setback	Address vertical construction; draft language
Table 16-5-102.E Allowable Setback Encroachments	Bollards should be listed as an acceptable encroachment in a setback in Table 16-5-102.E	Consider adding bollards to the list of site furnishings allowed in a setback	Draft language
16-5-105.A.e.ii Driveway Layout and Design	There have been several instances where someone has a service driveway that only serves something like a dumpster, driveways are required to be a minimum of 14’ per the LMO even though 10’ would be wide enough for this type of service driveway	Consider allowing service driveways to be 10’ wide	Draft language
Table 16-5-107.D.1 Minimum Number of Parking Spaces	Golf courses can have multiple tees per hole which based on current parking standards can result in more parking spaces than necessary being required.	Under Commercial Recreation – Golf Courses, Miniature Golf Courses, or Driving Ranges, change “X per tee” to “X per hole” for Golf Courses and Miniature Golf Courses. Keep “X per tee” for Driving Ranges.	Draft language
16-5-107.F.3.b Curbs and Wheel Stops	The LMO states that the bearing side of concrete wheel stops shall be “no more than 18 inches from the end of the parking space.” This language effectively allows placing the wheel stops closer to or on the end of the stall in a manner that may facilitate excessive vehicle intrusion into sidewalks, other pedestrian walkways, and physical impacts with trees or infrastructure appurtenances.	Change it to say that the offset of the bearing course would be 18 inches period	Draft language

16-5-107.G Landscaping of Parking Lots	For patios adjacent to parking spaces – consider not requiring a full landscape median but a small planting bed instead (example is NYC Pizza at Shelter Cove)	Research whether or not this makes sense and if there would be any negative repercussions	Staff to provide examples for further discussion
16-5-107.H.8 Loading Areas	There is no flexibility for meeting loading standards particularly when it happens in a drive aisle and the buffer can't be met	Provide some flexibility	Draft language
16-5-108 Site Lighting Standards	Consider adding light standards in the LMO for building lights (internal and external). Consider adding color temps for LED lights	Research whether it would be possible to create lighting standards for building lights, both internal and external. Research what would need to be changed/added to put in color temps for LED lights	Staff to provide examples, expert opinion, more research; hold for future amendment set
16-5-108 Site Lighting Standards	Consider adding a prohibition against non-white site lighting with an exception for lighting that is near the beach and needs to be sea turtle compliant	Amend 16-5-108.C to prohibit the use of non-white lights	Staff to provide examples and research impact to holiday lighting; may be considered for this set
16-5-113 Fence and Wall Standards	It is sometimes unclear to the public where fences are allowed	Add an illustration for where fences can go	Draft language
16-5-114 Sign Standards	Currently a tenant that has multiple tenant spaces in a multi-tenant building can have the same side on each of the individual tenant spaces	Consider amending the language to say that in this situation, each sign has to be different or that there can only be x number of signs	Staff to provide examples and more research; hold for future amendment set
16-5-114.G Façade and Hanging Signs	The current LMO states that façade signs can only occupy 10% of the area of the façade on which they are placed. A recent review of this indicated that (1) we are not measuring for this and that (2) if we did, this number would not work	Research and determine what percentage would be appropriate or if there a better way of doing this.	Staff to provide examples and more research; hold for future amendment set
16-5-114 Sign Standards	The Town has been approached about allowing rectangular banner signs along some of our main roads to accommodate large special events Banner signs	Draft language to accommodate these types of signs	Draft language

CHAPTER 10			
	Need to review use examples and accessory uses and ensure that they are correct for each category (i.e. gyms being indoor recreation, mopeds/scooters as vehicles, what agriculture allows/conflicts)	If any conflicts are identified, make the necessary changes to correct them.	Staff to further research; hold for future amendment set
APPENDIX C			
Recommended Native Plants	There is some concern that there may be some plants on the list that aren't true native plants.	Review the list and make sure we think the plants on this list are natives and are acceptable plants to be planted in buffers. We should also consider developing an invasive plant list and add to the LMO (plants that should never be planted). -maybe change 'native' to acceptable or desirable	Staff to further research; hold for future amendment set