



The Town of Hilton Head Island
LMO Committee Meeting
Wednesday, December 4, 2019 – 9:00 a.m.
Benjamin M. Racusin Council Chambers
AGENDA

As a courtesy to others please turn off / silence ALL mobile devices during the meeting. Thank you.

- 1. Call to Order**
- 2. FOIA Compliance** – Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the requirements of the Town of Hilton Head Island.
- 3. Approval of Agenda**
- 4. Approval of Minutes** – Meeting of October 30, 2019
- 5. Appearance by Citizens on Items Unrelated to Today's Agenda**
- 6. New Business**
 - a. Review and Adoption of 2020 Meeting Schedule
 - b. Discuss Resort Development (RD) zoning district standards
- 7. Adjournment**

Please note that a quorum of Town Council may result if four (4) or more of their members attend this meeting.



Town of Hilton Head Island
Planning Commission LMO Committee

October 30, 2019 at 9:00 a.m.

Benjamin M. Racusin Council Chambers

MEETING MINUTES

Present from the Committee: Chair Leslie McGowan, Vice Chair Todd Theodore, Michael Scanlon, Palmer E. Simmons

Absent from the Committee: None

Present from the Planning Commission: Peter Kristian

Present from Town Council: Tamara Becker, Glenn Stanford

Present from Town Staff: Nicole Dixon, Development Review Administrator; Brian Eber, Storm Water NPDES Coordinator; Taylor Ladd, Senior Planner; Teri Lewis, Deputy Director of Community Development; Teresa Haley, Senior Administrative Assistant

1. Call to Order

Chair McGowan called the meeting to order at 9:04 a.m.

2. FOIA Compliance – Public notification of this meeting has been published, posted, and mailed in compliance with the South Carolina Freedom of Information Act and the Town of Hilton Head Island requirements.

3. Approval of Minutes – Meeting of October 16, 2019 and Meeting of October 21, 2019

Vice Chairman Theodore moved to approve the minutes of the October 16, 2019 and October 21, 2019 meetings. Chair McGowan seconded. The motion passed unanimously.

4. Unfinished Business

a. Discussion related to changes to specific LMO amendments being considered as part of Proposed General 2019 Amendments – Set 1. Changes are proposed related to commercial recreation uses, zero lot line development and protection of trees and understory vegetation.

The Town Staff presented the related changes. The Committee and the public at large discussed them. Following the public comment and discussions, the Committee voted.

Proposed Amendment

- This change will develop more specific standards for zero lot line subdivisions and develop a more specific definition for what qualifies as a zero lot line subdivision.

Vice Chairman Theodore moved to forward this amendment to the Planning Commission with a recommendation of approval to include the changes as follows:

- Reduce the minimum lot width from 33' to 20'.
- Add a requirement that all zero lot line residential subdivisions provide 16% minimum open space.

Mr. Simmons seconded. The motion passed with a vote of 3-1-0. Mr. Scanlon opposed.

Proposed Amendment

- These amendments will establish greater protection for trees and other vegetation, including but not limited to buffers.

Vice Chairman Theodore moved to forward these amendments to the Planning Commission with a recommendation of approval with the following changes:

- Make Red Bay trees specimen at 10 inches DBH
- Make Sassafras trees specimen at 6 inches DBH

Mr. Scanlon seconded. The motion passed with a vote of 4-0-0.

- b. Discussion related to proposed draft LMO amendments being considered as part of Proposed General 2019 Amendments – Set 2. Changes are proposed related to stamping of subdivision plats, indoor commercial recreation uses in the Community Commercial (CC) zoning district, Corridor Overlay District, allowable setback encroachments, lighting standards, stormwater, classification of health clubs and spas, bicycle shop screening, site plan requirements for Major and Minor Development Plan Reviews and grinding operations. A set of ministerial amendments are also proposed.

The Town Staff presented each proposed amendment. The Committee and the public at large discussed each one. Following the public comment and discussion, the Committee voted on the proposed amendments.

Proposed Amendment

- This change will clarify the language to make it clear that a final plat will not be stamped for recording of the subdivision with Beaufort County until a final Certificate of Compliance (C of C) has been issued.

Mr. Scanlon moved to forward this amendment to the Planning Commission with a recommendation of approval with the following changes:

- The final plat will not be approved or stamped for recording until issuance of the Certificate of Compliance (C of C) for the subdivision.

Mr. Simmons seconded. The motion passed with a vote of 4-0-0.

Proposed Amendment

- This change will allow an Indoor Commercial Recreation use as an allowed use in the CC zoning district.

Mr. Scanlon moved to forward this amendment to the Planning Commission with a recommendation of approval. Vice Chairman Theodore seconded. The motion passed with a vote of 4-0-0.

Proposed Amendment

- This will allow projects that fall within the COR but are not visible from the OCRM Baseline or the OCRM Critical Line to be reviewed through the Minor Corridor Review Procedure.

Mr. Scanlon moved to forward this amendment to the Planning Commission with a recommendation of approval. Vice Chairman Theodore seconded. The motion passed with a vote of 4-0-0.

Proposed Amendment

- This change will add HVAC units to the table of allowable setback encroachments.

Vice Chairman Theodore moved to forward this amendment to the Planning Commission with a recommendation of approval. Mr. Scanlon seconded. The motion passed with a vote of 4-0-0.

Proposed Amendment

- This change will prohibit the use of non-white lights for exterior site lighting with the exception of lighting that must be sea turtle compliant due to location.

Vice Chairman Theodore moved to forward this amendment to the Planning Commission with a recommendation of approval with the following change:

- The light shall not exceed 3000K.

Mr. Scanlon seconded. The motion passed with a vote of 4-0-0.

Proposed Amendment

- This change will clarify that stormwater requirements are applicable to any land disturbing activity that both disturbs ½ acre of land or greater and is within ½ mile of coastal receiving waters.

Mr. Scanlon moved to forward this amendment to the Planning Commission with a recommendation of approval with the following changes:

- Replace “receiving water body” with “coastal receiving water” a defined term
- Replace “larger common plan of development or sale” with “Larger Common Plan” a defined term
- Remove “coastal counties” and similar unneeded language

Vice Chairman Theodore seconded. The motion passed with a vote of 4-0-0.

Proposed Amendment

- This change will add the SCDHEC National Pollutant Discharge Elimination System (NPDES) Construction General Permit (CGP) and the SCDHEC Ocean & Coastal Resource Management (OCRM) Coastal Zone Consistency Certification (CZC) Heightened Stormwater Management Requirement to the list of acceptable reference guides.

Mr. Scanlon moved to forward this amendment to the Planning Commission with a recommendation of approval. Vice Chairman Theodore seconded. The motion passed with a vote of 4-0-0.

Proposed Amendment

- This change will state that the rational method (one of two accepted hydrological methodologies for computing surface runoff) may be used only for sizing individual culverts or storm drains that are not part of a pipe network or system and have a contributing drainage area of 10 acres or less.

Vice Chairman Theodore moved to forward this amendment to the Planning Commission with a recommendation of approval. Mr. Simmons seconded. The motion passed with a vote of 4-0-0.

Proposed Amendment

- This change will delete health club/spa from examples under Indoor Commercial Recreation.
- This change will add health club/spa as an example under Other Commercial Services.

Mr. Scanlon moved to forward this amendment to the Planning Commission with a recommendation of approval. Vice Chairman Theodore seconded. The motion passed with a vote of 4-0-0.

Proposed Amendment

- This change will add 'screened' in front of 'outdoor storage' in the Bicycle Shop definition.

Mr. Scanlon moved to forward this amendment to the Planning Commission with a recommendation of approval. Mr. Simmons seconded. The motion passed with a vote of 4-0-0.

Proposed Amendment

- This change will add a requirement that dumpsters be screened in keeping with the Design Guide.

Vice Chairman Theodore moved to forward this amendment to the Planning Commission with a recommendation of approval. Mr. Simmons seconded. The motion passed with a vote of 3-1-0. Mr. Scanlon opposed.

Proposed Amendment

- This change will require that setbacks be shown on the site plan.

Mr. Scanlon moved to forward this amendment to the Planning Commission with a recommendation of approval. Mr. Simmons seconded. The motion passed with a vote of 4-0-0.

Proposed Amendment

- This change will require that outdoor commercial recreation uses be approved by special exception.

Mr. Scanlon moved to forward this amendment to the Planning Commission with a recommendation of approval. Mr. Simmons seconded. The motion passed with a vote of 4-0-0.

Proposed Amendment

- These amendments will establish grinding as a standalone use and will provide for where it is allowed, establish conditions, required parking spaces and a definition.

Mr. Scanlon moved to forward these amendments to the Planning Commission with a recommendation of approval. Vice Chairman Theodore seconded. The motion passed with a vote of 4-0-0.

Proposed Ministerial Amendments

Mr. Scanlon moved to forward the ministerial amendments to the Planning Commission with a recommendation of approval. Vice Chairman Theodore seconded. The motion passed with a vote of 4-0-0.

Following the discussions, Ms. Lewis noted the Planning Commission will meet on November 6, 2019 at 9:00 a.m. to consider proposed amendments to the LMO related to the Resort Development zoning district, specifically changes to interval occupancy, calculation of density and building. The Planning Commission will hold a public hearing for the Proposed General 2019 Amendments – Set 1 on November 20, 2019 at 3:00 p.m. The proposed amendments related to grinding and outdoor commercial recreation were moved to Set 2 of the Proposed General 2019 Amendments. Ms. Lewis indicated that she will be working with the Committee on a schedule for 2020.

5. Adjournment

The meeting was adjourned at 10:50 a.m.

Submitted by: Teresa Haley, Secretary

Approved: [DATE]



DRAFT

The Town of Hilton Head Island
Planning Commission LMO Committee
2020 Meeting Schedule

Regular meetings will be held on the third Wednesday of each month at **2:00 p.m.** in Benjamin M. Racusin Council Chambers at Town Hall, One Town Center Court, unless otherwise noticed. Changes to meeting dates, times and/or the location, and special meetings will be noticed.

PUBLIC MEETING DATES	MEETING TIMES
January 15, 2020	2:00 p.m.
February 19, 2020	2:00 p.m.
March 18, 2020	2:00 p.m.
April 15, 2020	2:00 p.m.
May 20, 2020	2:00 p.m.
June 17, 2020	2:00 p.m.
July 15, 2020	2:00 p.m.
August 19, 2020	2:00 p.m.
September 16, 2020	2:00 p.m.
October 21, 2020	2:00 p.m.
November 18, 2020	2:00 p.m.
December 16, 2020	2:00 p.m.

RD

Resort Development District

1. Purpose

It is the purpose of the Resort Development (RD) District to provide for resort **development** in the form of **multifamily development**, **bed and breakfasts**, and resort **hotels**. It is also the purpose of this district to provide for commercial **development** aimed at serving the island visitor.

2. Allowable Principal Uses

		USE-SPECIFIC CONDITIONS	MINIMUM NUMBER OF OFF-STREET PARKING SPACES	
Residential Uses				
<i>Mixed-Use</i>	PC	Sec. 16-4-102.B.1.a	Residential	1.5 per du
			Nonresidential	1 per 500 GFA
<i>Multifamily</i>	P		1 bedroom	1.4 per du
			2 bedroom	1.7 per du
			3 or more bedrooms	2 per du
<i>Single-Family</i>	P		2 per du + 1 per 1,250 GFA over 4,000 GFA	
Public, Civic, Institutional, and Educational Uses				
<i>Community Service Uses</i>	P		1 per 400 GFA	
<i>Government Uses</i>	P		Fire Stations	4 per bay + 1 per 200 GFA of office area
			Other	1 per 200 GFA of office area

Major Utilities	SE		1 per 1,500 GFA	
Minor Utilities	P		n/a	
Public Parks	P		See Sec. 16-5-107.D.2	
Religious Institutions	P		1 per 3 seats in main assembly area	
Telecommunication Antenna, Collocated or Building Mounted	PC	Sec. 16-4- 102.B.2.e	n/a	
Telecommunication Towers, Monopole	PC	Sec. 16-4- 102.B.2.e	1	
Resort Accommodations				
Bed and Breakfasts	PC	Sec. 16-4- 102.B.4.a	1 per guest room	
Hotels	P		1 per guest room	
Interval Occupancy	P		1 bedroom	1 per du
			2 bedrooms	1.25 per du
			3 or more bedrooms	1.5 per du
Commercial Recreation				
Indoor Commercial Recreation Uses	P		1 per 3 persons + 1 per 200 GFA of office or similarly used area	
Outdoor Commercial Recreation Uses Other than Water Parks	PC	Sec. 16-4- 102.B.5.b	Golf Courses, Miniature Golf Courses, or Driving Ranges	1 per tee
			Stadiums	1 per 4 spectator seats

			Other	1 per 3 <i>persons</i> + 1 per 200 GFA of office or similarly used area
Water Parks	P			See Sec. 16-5-107.D.2
Office Uses				
Contractor's Office	PC	Sec. 16-4-102.B.6.a		1 per 350 GFA of office/administrative area
Other Office Uses	P			1 per 350 GFA
Commercial Services				
Bicycle Shops	PC	Sec. 16-4-102.B.7.c		1 per 200 GFA
Eating Establishments	PC	Sec. 16-4-102.B.7.e		1 per 100 sf of gross floor area and outdoor eating area
Liquor Stores	SE	Sec. 16-4-102.B.7.g		1 per 200 GFA
Nightclubs or Bars	PC	Sec. 16-4-102.B.7.h		1 per 70 GFA
Open Air Sales	P			1 per 200 GFA of sales/display area
Other Commercial Services	P			See Sec. 16-5-107.D.2
Vehicle Sales and Services				
Auto Rentals	PC	Sec. 16-4-102.B.8.a		See Sec. 16-5-107.D.2
Commercial Parking Lot	PC	Sec. 16-4-102.B.8.d		See Sec. 16-5-107.D.2

3. Development Form and Parameters

MAX. DENSITY (PER NET ACRE)		LOT COVERAGE	
Residential ¹	16 du	Max. <i>Impervious Cover</i>	50%
<i>Bed and Breakfasts</i>	10 rooms		
<i>Interval Occupancy</i>	16 du		
<i>Hotel</i> ¹	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.

TABLE NOTES:

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

[¹] In order to promote flexibility, an **office, eating establishment** or **commercial services use** that is accessory to and within an existing residential or **hotel structure** may be converted to a residential **unit** or **units** upon the **Official's** determination that the **development** can support the required amount of parking. The alteration shall not expand beyond the footprint of the existing residential or **hotel structure** .