



The Town of Hilton Head Island
Planning Commission
LMO Committee
August 29, 2019, 2:00 p.m.
Benjamin M. Racusin Council Chambers
AGENDA

*As a courtesy to others please turn off / silence ALL mobile devices during the Town Council 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 Minutes** – Meeting of June 3, 2019
4. **Unfinished Business**
 - a. Discussion related to proposed LMO amendments, specifically a change in Critical Protection Area and Transition Area Map 16, a reduction in certain freestanding signs, clarifications in the stormwater section and changes related to zero lot line development.
5. **New Business**
6. **Adjournment**



Town of Hilton Head Island
Planning Commission LMO Committee

Monday, June 3, 2019 at 9:00 a.m.
Benjamin M. Racusin Council Chambers

MEETING MINUTES

Present from the Committee: Chairman Peter Kristian, Leslie McGowan, Michael Scanlon

Absent from the Committee: Vice Chairman Todd Theodore

Present from Town Council: Glenn Stanford, Tamara Becker

Present from Town Staff: Teri Lewis, Deputy Director of Community Development; Teresa Haley, Senior Administrative Assistant

1. **Call to Order**

Chairman Kristian called the meeting to order at 9:00 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 Agenda**

The Committee approved the agenda by general consent.

4. **Approval of Minutes** – Meeting of October 30, 2018 and Meeting of January 28, 2019

Mr. Scanlon moved to approve. Ms. McGowan seconded. The motion passed unanimously.

5. **Appearance by Citizens on Items Unrelated to Today's Agenda**

Patsy Brison addressed the Committee regarding her request to amend the text of the LMO regarding large buildings in the Resort Development Zoning District.

6. **New Business**

a. Review Proposed 2019 LMO Amendments

The Committee began with Patsy Brison's request to the LMO Committee and the Planning Commission in late 2018 to make changes to the LMO pertaining to the Resort Development Zoning District. Ms. Brison's complete request and Staff Response to Proposed LMO Changes from Patsy Brison were provided to the Committee. Staff reviewed the proposed changes and recommends that they not be pursued for reasons outlined in the Response.

The Committee, Ms. Brison, Staff, and the public at large discussed the item. Following the discussion, the Committee agreed with the Staff's recommendation not to pursue the proposal by Patsy Brison.

Mr. Scanlon moved to approve the Staff recommendation. Ms. McGowan seconded. The motion passed with a vote of 3-0-0.

Chairman Kristian thanked Ms. Brison for her time and work on this matter.

Chairman Kristian then asked Ms. Lewis to review the Proposed 2019 LMO General Amendments. Ms. Lewis pointed out the purpose of today's discussion is to determine which of the amendments the Committee wants Staff to draft. The drafted amendments would return to the Committee for review.

The Committee, Ms. Lewis, and the public at large discussed the proposed changes. Upon the conclusion of the discussion, the Committee directed Staff to proceed with drafting language for the following proposed amendments:

- 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
- Allow an Indoor Commercial Recreation use as an allowed use in the CC zoning district
- 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
- Develop more specific standards for zero lot line subdivisions and develop a more specific definition for what qualifies as a zero lot line subdivision
- Add HVAC units to the table of allowable setback encroachments
- Eliminate the requirement for prescribed buffer plantings in adjacent street buffers along internal, non-arterial streets within a single-family subdivision
- Prohibit the use of lights with bulbs that do not emanate a white light for exterior site lighting with the exception of lighting that must be sea turtle compliant due to location
- Add an illustration showing where fences are allowed on a property. Additionally, the language will be clarified to ensure that the public is clear on where fences can be located.
- Allow some leniency to alter a sign that is nonconforming because it is an off-premise sign
- Eliminate the ability of property in single-family zoning districts to use architectural features to increase the height above what the maximum allowed height is for the zoning district
- Amend the definition of Base Flood Elevation to mirror that in the recently adopted flood ordinance amendments
- Delete health club/spa from examples under Indoor Commercial Recreation. Add health club/spa as an example under Other Commercial Services.
- Add 'screened' in front of 'outdoor storage' in the Bicycle Shop definition
- Clarify what the Agriculture category is meant to contain
- Smooth out the Beachfront Line and Critical Protection Area Line on 23 Salt Spray Lane
- Review the Recommended Native Plants list and consider either changing the name from 'Native' to 'Acceptable or Desirable' or developing two lists. Additionally, Staff will consider adding a list of 'Invasive Species' that should never be planted on the Island.
- Add a requirement that dumpsters be screened in keeping with the Design Guide
- Require that setbacks be shown on the site plan
- Ministerial Amendments

The Committee directed Staff to provide more information at a future meeting on the following proposed amendments:

- Increase the number of parking spaces required for single-family residences and provide specific size and location requirements
- 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

- 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
- 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
- Reduce the allowable size of freestanding signs

The Committee directed Staff not to proceed with the following proposed amendments:

- Eliminate the requirement for a resolution for denial of text amendments, zoning map amendments and planned unit developments

7. **Adjournment**

The meeting was adjourned at 10:38 a.m.

Submitted by: Teresa Haley, Secretary

Approved: [DATE]



TOWN OF HILTON HEAD ISLAND

Community Development Department

TO: LMO Committee
FROM: Teri B. Lewis, AICP, *Deputy Director of Community Development*
DATE: August 21, 2019
SUBJECT: Additional discussion related to specific proposed LMO Amendments

At the meeting on June 3, 2019, the LMO Committee reviewed the rationale associated with each of the proposed 2019 LMO amendments. As a result of that meeting, the Committee recommended that certain proposed amendments be brought back to the Committee for further discussion. Those amendments are as follows:

- a change in Critical Protection Area and Transition Area Map 16; and
- a reduction in certain freestanding signs; and
- clarifications in the stormwater section; and
- changes related to zero lot line development.

Appropriate staff will be in attendance at the meeting to discuss specific changes recommended to the above areas in the LMO.

Chapter 16-5: Development and Design Standards
Section 16-5-102.B.2.d: Setback Standards - Exceptions
Section 16-5-103.B.2.c: Buffer Standards - Exceptions
Chapter 16-10: Definitions, Interpretation, and Measurement
Section 16-10-105: General Definitions

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.

Reason for Change

- There are limited standards for zero lot line subdivisions and the definition is unclear (*see Attachment A*).

Pros and Cons of Amendment

<i>Pros:</i>	Additional standards will ensure that zero lot line subdivisions are created in such a way to eliminate the creation of an undesirable lot. This language would also be more specific about what qualifies a subdivision as a zero lot line subdivision.
<i>Cons:</i>	This could create some nonconformities.

Additional Information

-

Recommendations

<i>LMO Committee</i>
<i>Planning Commission</i>
<i>Public Planning Committee</i>

Chapter 16-5: Development and Design Standards
Section 16-5-109.B.1: Stormwater Management and Erosion and Sedimentation Control Standards – Applicability

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.

Reason for Change

- This change is necessary to mirror the South Carolina Department of Health and Environmental Control (SCDHEC) regulations which will make it easier for applicants to understand all of the stormwater regulations. Currently the LMO requires any land disturbing activity that disturbs ½ acre or greater or is within ½ mile of coastal receiving waters to comply with the Town’s stormwater standards.

Pros and Cons of Amendment

<i>Pros:</i>	The process will be easier for the public to understand. It will eliminate the conflict with SCDHEC requirements.
<i>Cons:</i>	

Additional Information

Recommendations

<i>LMO Committee</i>
<i>Planning Commission</i>
<i>Public Planning Committee</i>

Chapter 16-5: Development and Design Standards
Section 16-5-109.C.9: Stormwater Management and Erosion and Sedimentation Control Standards – General Standards for Stormwater Management – Reference Guides

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.

Reason for Change

- The LMO should include these references to facilitate the efforts of non-local engineers and design professionals.

Pros and Cons of Amendment

<i>Pros:</i>	
<i>Cons:</i>	

Additional Information

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Recommendations

<i>LMO Committee</i>
<i>Planning Commission</i>
<i>Public Planning Committee</i>

Chapter 16-5: Development and Design Standards
Section 16-5-109.D.1.a: Stormwater Management and Erosion and Sedimentation Control Standards – General Standards for Stormwater Management – Design Methodology

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.

Reason for Change

- These changes are necessary to reflect the standards found in SCDHEC’s guidance for stormwater plan review.

Pros and Cons of Amendment

<i>Pros:</i>	The process will be easier for the public to understand. It will eliminate the conflict with SCDHEC requirements.
<i>Cons:</i>	

Additional Information

-

Recommendations

<i>LMO Committee</i>
<i>Planning Commission</i>
<i>Public Planning Committee</i>

Chapter 16-5: Development and Design Standards
Section 16-5-114.F: Freestanding Signs

Proposed Amendment

- This change would reduce the allowable size of freestanding signs.

Reason for Change

- The Town's Design Review Board (DRB) sent a letter to Town Council and Planning Commission (*see Attachment B*) stating their concern that signs on Hilton Head Island are becoming oversized in nature and requested that the freestanding sign standards be reviewed and adjustments made if warranted.

Pros and Cons of Amendment

<i>Pros:</i>	This will help maintain Island character.
<i>Cons:</i>	This may create some nonconforming signs.

Additional Information

-

Recommendations

<i>LMO Committee</i>
<i>Planning Commission</i>
<i>Public Planning Committee</i>

Appendix B: Maps and Tables

B-2: Critical Protection Area and Transition Area Maps

Map 16: Critical Storm Protection and Dune Accretion Areas From Port Royal Beach Club to North Port Royal Drive

B-3: Beachfront Line Coordinates

Proposed Amendment

- This change will smooth out the Beachfront Line and Critical Protection Area Line on 23 Salt Spray Lane (*see Attachment C*).

Reason for Change

- The property owner contacted the Town’s Environmental Planner to find out why there was a jog in the Beachfront Line and Critical Protection Area Line on this lot. After a site visit and a review of the data, it appears that this jog was made in error.

Pros and Cons of Amendment

<i>Pros:</i>	
<i>Cons:</i>	

Additional Information

-

Recommendations

<i>LMO Committee</i>
<i>Planning Commission</i>
<i>Public Planning Committee</i>

Attachment A

LMO 16-5: Development and Design Standards Sec.16-5-102. - Setback Standards (an excerpt)

A. Purpose and Intent

B. Applicability

The purpose of the adjacent street and use setback standards in this section is to provide separation between **structures** and adjacent **street rights-of-way** and property lines. Such separation is intended to maintain and protect the **Town's** Island character, ensure protection from **street** traffic, and facilitate adequate air circulation and light between **structures** and the **street**, and between **structures** in **adjacent** developments.

1. General

Except as provided in subsection 2 below, the requirements of this section shall apply to all **development** in the Town.

2. Exceptions

- a. For **development** within the CR District, see Sec 16-3-105.B.3.
- b. For **development** within a PD-1 District, adjacent street and use setback standards shall apply only along those **lot** lines and **street rights-of-way** located outside any **gates** restricting **access** by the general public to areas within the PUD, or constituting the boundaries of the district.
- c. For **development** within a PD-2 District, adjacent street and use setback standards shall apply only along those **lot** lines and **street rights-of-way** located within a Corridor Overlay District or constituting the boundaries of the district.
- d. For zero **lot** line **subdivisions**, adjacent street and use setback standards shall apply only along those **lot** lines and **street rights-of-way** constituting the perimeter of the **subdivision**.

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)

Attachment A

		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. Measured from the adjacent street right-of-way or easement line to the closest portion of a structure . A street setback from an easement line is not required for non-single-family properties. 2. Measured within the upper inward quadrant of the intersection of a horizontal plane at a height of 20 feet above the base flood elevation or pre-development grade , whichever is higher, and a vertical plane extending upward at the minimum setback distance (see Figure 16-5-102.C, Street Setback Angle). 3. For corner lots , reduced to 10 feet from the right-of-way of the street with the lowest average daily vehicle traffic count (ADT). If both streets have equal ADT, the lot owner may choose which street shall be subject to the reduced setback distance. 4. May be reduced by up to 30 percent in the S District, 20 percent in the RD and IL Districts, and 15 percent in all other districts, on demonstration to the Official that: a. The reduction is consistent with the character of development on surrounding land ; b. Development resulting from the reduction is consistent with the purpose and intent of the adjacent setback standards; c. The reduction either (1) is required to compensate for some unusual aspect of the site or the proposed development , or (2) results in improved site conditions for a development with nonconforming site features (e.g., allows the extension of a wall or fence that screens an existing outdoor storage area); d. The reduction will not pose a danger to the public health or safety; e. Any adverse impacts directly attributable to the reduction are mitigated (e.g., the closer proximity of buildings to a street are mitigated by a wider or more densely screened adjacent street buffer along that street); f. The reduction, when combined with all previous reductions allowed under this provision, does not result in a cumulative reduction greater than a 30 percent in the S District, 20 percent in the RD and IL Districts, or 15 percent in all other districts; and g. In the S, RD, and IL districts, there are no reasonable options to the reduction that allow development of the site to be designed and located in a way that complies with LMO standards.				

D. Adjacent Use Setback Requirements

1. Unless expressly exempted or modified in this subsection or for the CR and S 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 **adjacent** properties and maximum setback angle shown in Table 16-5-102.D, Adjacent Use Setback Requirements, based on the proposed **use** and the existing **use** of the **adjacent** property (or zoning of a vacant **adjacent** property). (See Figure 16-5-102.D, Use Setback Angle.)

Attachment A

TABLE 16-5-102.D: ADJACENT USE SETBACK REQUIREMENTS ¹

PROPOSED USE ³	MINIMUM SETBACK DISTANCE ¹ / MAXIMUM SETBACK ANGLE ²			
	USE OF ADJACENT DEVELOPMENT PROPERTY ³			
	SINGLE-FAMILY DWELLING	ALL OTHER RESIDENTIAL USES; COMMERCIAL RECREATION	PUBLIC, CIVIC, INSTITUTIONAL, AND EDUCATION; RESORT ACCOMMODATION; OFFICES; COMMERCIAL SERVICES; VEHICLE SALES AND SERVICES; BOAT RAMPS, DOCKING FACILITIES, AND MARINAS	INDUSTRIAL USES
	ZONING OF ADJACENT VACANT PROPERTY			
	CON, PR, RSF-3, RSF-5, RSF-6, RM-4	RM-8, RM-12	CR, CC, WMU, S, RD, SPC, LC, MF, MV, MS, NC, MED	IL
Single-Family	20 ft ^{4,5,6} /75°	20 ft ^{4,5,6} /75°	30 ft ^{4,5,6} /60°	40 ft ^{4,5,6} /45°
<ul style="list-style-type: none"> Any Other Residential Uses Commercial Recreation 	20 ft ⁶ /75°	20 ft ⁶ /75°	25 ft ⁶ /75°	30 ft ⁶ /60°
<ul style="list-style-type: none"> Public, Civic, Institutional, and Education Resort Accommodation Offices Commercial Services Vehicle Sales and Services Boat Ramps , Docking Facilities , or Marinas 	30 ft ⁶ /60°	25 ft ⁶ /75°	20 ft ⁶ /75°	20 ft ⁶ /75°
Industrial Uses	40 ft ^{4,5,6} /45°	30 ft ⁶ /60°	20 ft ⁶ /75°	20 ft ⁶ /75°

1. Measured from the common property line to the closest portion of a **structure**.

2. Measured within the upper inward quadrant of the intersection of a horizontal plane at a **height** of 20 feet above the **base flood elevation** or **pre-development grade**, whichever is higher, and a vertical plane extending upward at the minimum setback distance (see Figure16-5-102.D, Use Setback Angle).

3. See Sec. 16-10-103 for a description or definition of the listed **use** classification and types.

4. Single family subdivision exterior boundary only.

Attachment A

5. For all Minor Subdivisions and Small Residential Developments, the entire single family exterior boundary setback may be reduced by 50% in area. The setback area shall not be reduced to less than 5 feet wide at any point; it may be reduced to 5 feet where adjoining another **single-family dwelling lot** in the same **subdivision** ; may be reduced to less than 5 feet if it, when combined with the platted setback distance for the adjoining **lot** , is at least 10 feet.

6. May be reduced by up to 10 percent in any district on demonstration to the **Official** that:

- a. The reduction is consistent with the character of **development** on surrounding **land** ;
- b. Development resulting from the reduction is consistent with the purpose and intent of the adjacent setback standards;
- c. The reduction either (1) is required to compensate for some unusual aspect of the site or the proposed **development** , or (2) results in improved site conditions for a **development** with **nonconforming site features** (e.g., allows the extension of a wall or fence that screens an existing **outdoor storage** area);
- d. The reduction will not pose a danger to the public health or safety;
- e. Any adverse impacts directly attributable to the reduction are mitigated (e.g., the closer proximity of **buildings** to a property line are mitigated by a wider or more densely screened adjacent use buffer along that property line); and
- f. The reduction, when combined with all previous reductions allowed under this provision, does not result in a cumulative reduction greater than a 10 percent.

2. Where the **adjacent** property includes **uses** from more than one listed **use** classification/ **use** type (including **mixed-use** developments), the adjacent **use** setback required shall be that for the **use** classification/ **use** type to which the greatest percentage of the **development's gross floor area** is devoted.
3. The adjacent use setback distance applicable to **lots** along the perimeter of **development** subject to Small Residential Development Review may be reduced by up to 50 percent, down to no less than five feet. The **Official** may allow further reduction as necessary to ensure that the total area within such perimeter setbacks does not exceed 20 percent of the total area of the site of the Small Residential Development.
4. The **Official** may waive the requirement for an adjacent use setback for non-single-family properties on determining that the proposed **development** and the **adjacent development** function as a single **development**. The criteria to determine if the properties will function as a single development may include the recording of a cross-access easement agreement between the two properties.

Sec.16-5-103. - Buffer Standards (an excerpt)

A. Purpose and Intent

The purpose of the adjacent street and use buffer standards in this section is to spatially separate **development** from **adjacent streets** and **adjacent development** with aesthetically pleasing natural or landscaped buffers. Such buffers are intended to help mitigate potential adverse impacts (e.g., noise, odor, fumes) from **adjacent street** traffic, create an attractive streetscape for motorists, allow the location of certain dissimilar **land uses adjacent** to one another by mitigating potential negative effects between the **uses**, and provide space for landscaping that can help improve air and water quality and be used to reduce stormwater runoff.

B. Applicability

1. General

Attachment A

Except as provided in subsection 2 below, the requirements of this section shall apply to all **development** in the **Town**.

2. Exceptions

- a. For **development** within a PD-1 District, adjacent street and use buffer standards shall apply only along those **lot** lines and **street rights-of-way** located outside any **gates** restricting **access** by the general public to areas within the PUD, or constituting the boundaries of the district.
- b. For **development** within a PD-2 District, adjacent street and use buffer standards shall apply only along those **lot** lines and **street rights-of-way** located within a Corridor Overlay District or constituting the boundaries of the district.
- c. For zero **lot** line **subdivisions** , adjacent street and use buffer standards shall apply only along those **lot** lines and **street rights-of-way** constituting the perimeter of the **subdivision**
- d. Adjacent street buffers shall not apply to **development** within the CR District.

C. Landscape Plan Required

Applications for **development** where a buffer is required shall include a landscape plan in accordance with the submittal requirements in Appendix D: Application Submittal Requirements.

D. Adjacent Street Buffer Requirements

Unless expressly exempted or modified in this subsection, **development** shall provide a buffer along **adjacent streets** that is of the type designated in Table 16-5-103.D, Adjacent Street Buffer Requirements, for the proposed **use** and the classification of the **adjacent street**. Descriptions and width and screening requirements for the various buffer types are set out in Sec. 16-5-103.F, Buffer Types.

TABLE 16-5-103.D: ADJACENT STREET BUFFER REQUIREMENTS			
PROPOSED USE	ADJACENT STREET (BY CLASSIFICATION)		
	MAJOR ARTERIAL	MINOR ARTERIAL	ALL OTHER STREETS
All <i>uses</i>	E	B	A
NOTES:			
1. Descriptions and width and screening requirements for the various buffer types are set out in Sec. 16-5-103.F, Buffer Types.			

E. Adjacent Use Buffer Requirements

- 1. Unless expressly exempted or modified in this subsection, **development** shall provide a buffer along common property lines with adjoining properties that is of the type designated in Table 16-5-103.E, Adjacent Use Buffer Requirements, for the proposed **use** and the classification of the **use** of the **adjacent** property (or zoning of a vacant **adjacent** property). Descriptions and width

Attachment A

and screening requirements for the various buffer types are set out in Sec. 16-5-103.F, Buffer Types.

TABLE 16-5-103.E: ADJACENT USE BUFFER REQUIREMENTS ¹				
PROPOSED USE ²	REQUIRED BUFFER TYPE ²			
	USE OF ADJACENT DEVELOPED PROPERTY ³			
	SINGLE-FAMILY DWELLING	ALL OTHER RESIDENTIAL USES; COMMERCIAL RECREATION	PUBLIC, CIVIC, INSTITUTIONAL, AND EDUCATION; RESORT ACCOMMODATIONS; OFFICES; COMMERCIAL SERVICES; VEHICLE SALES AND SERVICES; BOAT RAMPS, DOCKING FACILITIES, AND MARINAS; AGRICULTURAL	INDUSTRIAL USES
	ZONING OF ADJACENT VACANT PROPERTY			
	CON, PR, RSF-3, RSF-5, RSF-6, RM-4	RM-8, RM-12	CR, CC, WMU, S, SPC, RD, MS, MV, MF, LC, NC, MED, PD-1	IL
	<i>Single-Family</i>	A ⁴	A ⁴	C ⁴
<ul style="list-style-type: none"> All Other Residential <i>Uses</i> Commercial Recreation 	A	n/a	B	D
<ul style="list-style-type: none"> Public, Civic, Institutional, and Education Resort Accommodations Offices Commercial Services Vehicle Sales and Services <i>Boat Ramps</i> , 	C	B	n/a	A

Attachment A

Docking Facilities , or Marinas				
Industrial Uses	D ⁴	D	A	n/a
<p>NOTES: n/a = not applicable</p> <p>1. Descriptions and width and screening requirements for the various buffer types are set out in Sec. 16-5-103.F, Buffer Types.</p> <p>2. When a shared access easement is located along a common property line, any required buffer shall be provided to the interior of the access easement. An adjacent use buffer from an easement line is not required for non-single-family properties.</p> <p>3. See Sec. 16-10-103 for a description or definition of the listed use classification and types.</p> <p>4. Single family subdivision exterior boundary only.</p>				

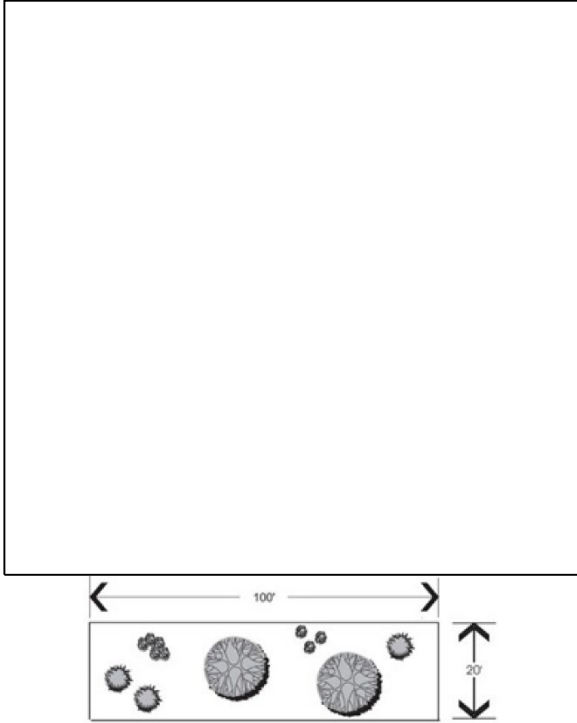
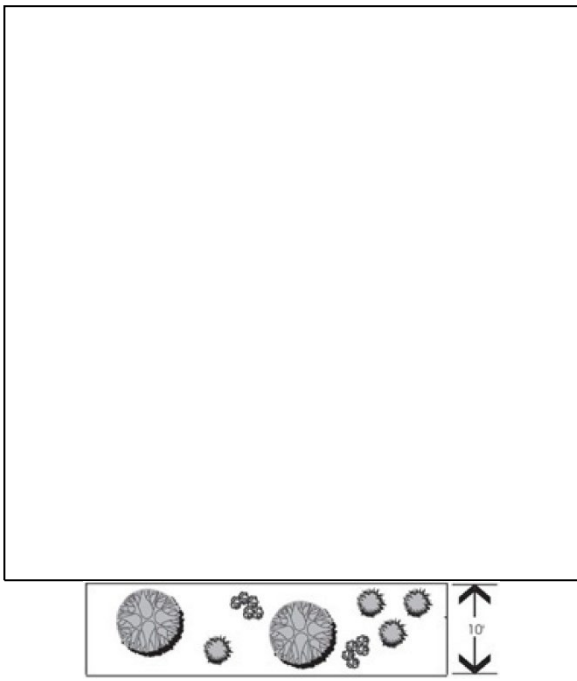
2. The **Official** may waive the requirement for an adjacent use buffer for non-single family properties on determining that the proposed **development** and the **adjacent development** function as a single **development**. The criteria to determine if the properties will function as a single development may include the recording of a cross-access easement agreement between the two properties.

F. Buffer Types

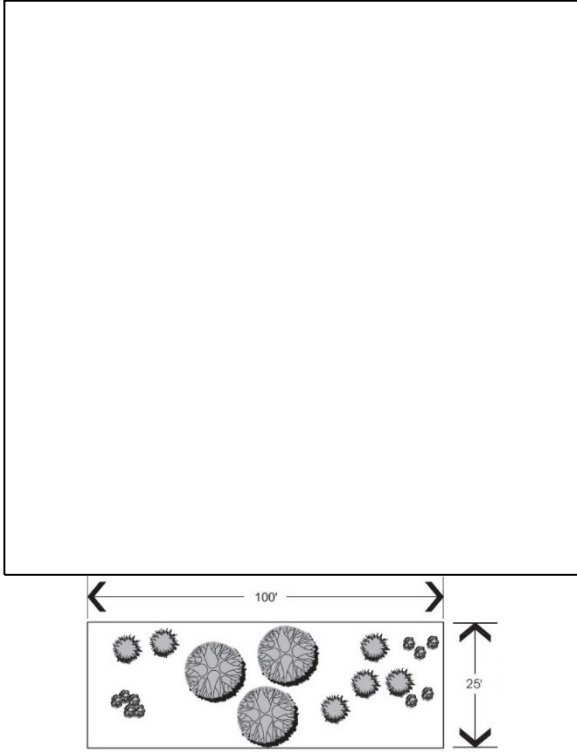
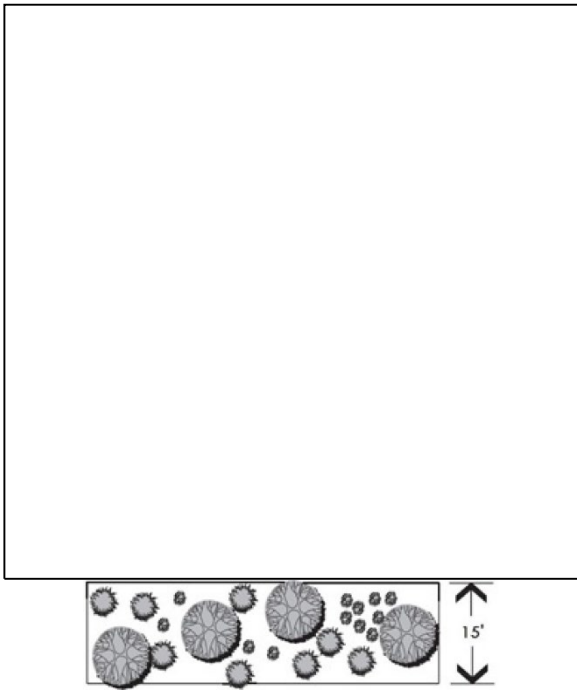
Table 16-5-103.F, Buffer Types, describes the five different buffer types in terms of their function, opacity, width, and planting requirements. Either of the options under a specific buffer type may be used at the option of the **developer / applicant**. If the square footage of an existing building on a site is being increased by more than 50% then the buffers must be brought into compliance with the standards in this table.

TABLE 16-5-103.F: BUFFER TYPES
MINIMUM BUFFER WIDTH AND SCREENING REQUIREMENTS ^{1,2,3,4,5,6, 7}
TYPE A BUFFER
This buffer includes low- density screening designed to partially block visual contact and create spatial separation between adjacent uses or between development and adjacent streets with low traffic volumes.

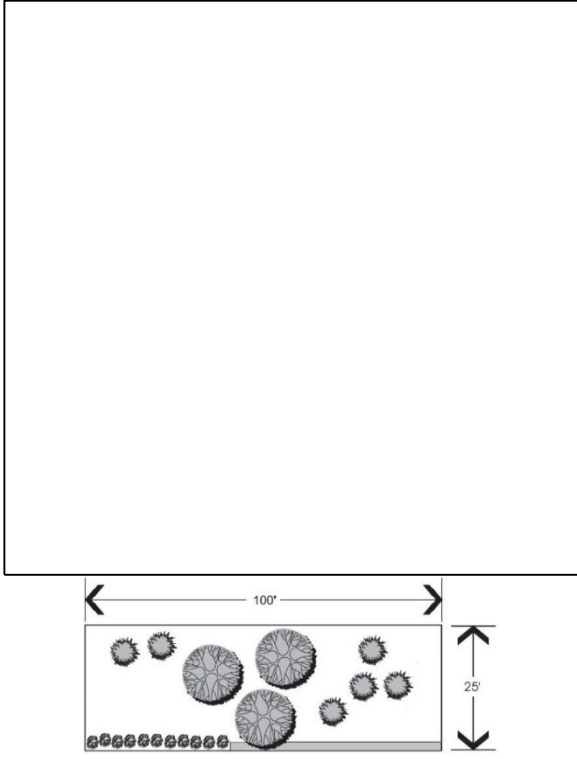
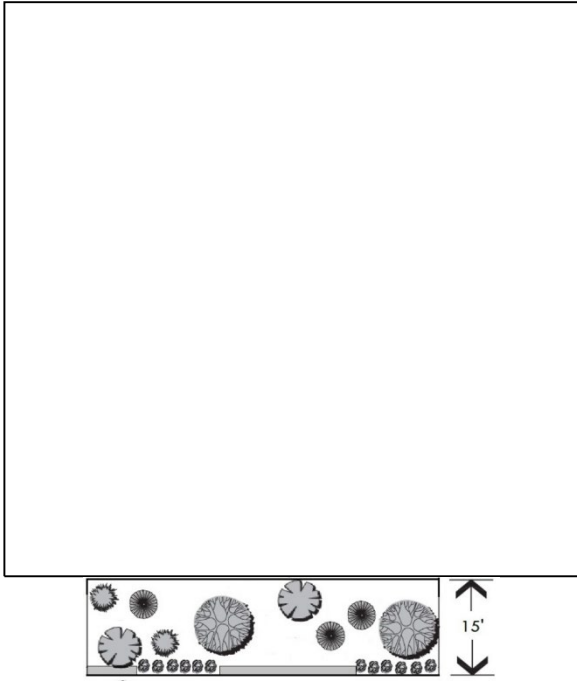
Attachment A

<p>Option 1</p>		<ul style="list-style-type: none"> • Width: 20 feet • Overstory trees : 2 every 100 linear feet • Understory trees : 3 every 100 linear feet • Evergreen shrubs: 8 every 100 linear feet
<p>Option 2</p>		<ul style="list-style-type: none"> • Width: 10 feet • Overstory trees : 2 every 100 linear feet • Understory trees : 4 every 100 linear feet • Evergreen shrubs: 10 every 100 linear feet
<p>TYPE B BUFFER</p>		
<p>This buffer includes low- to medium- <i>density</i> screening designed to create the impression of spatial separation without significantly interfering with visual contact between <i>adjacent uses</i> or between <i>development</i> and <i>adjacent</i> minor arterials.</p>		

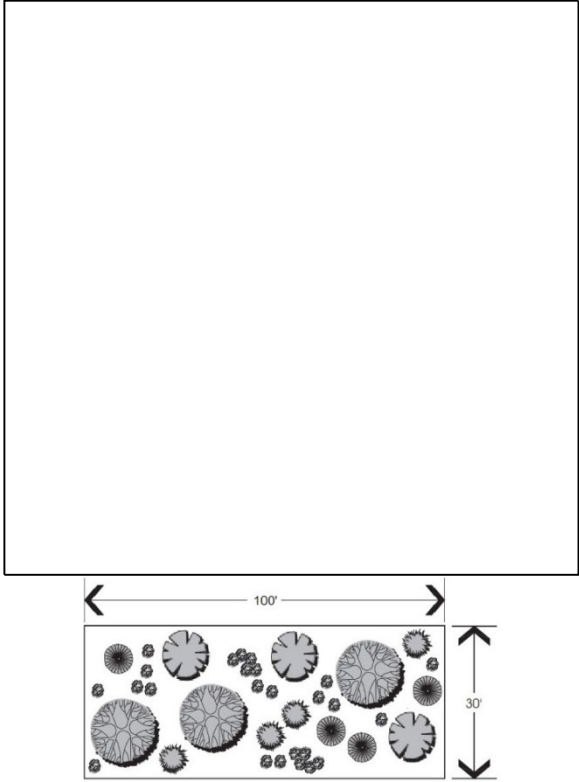
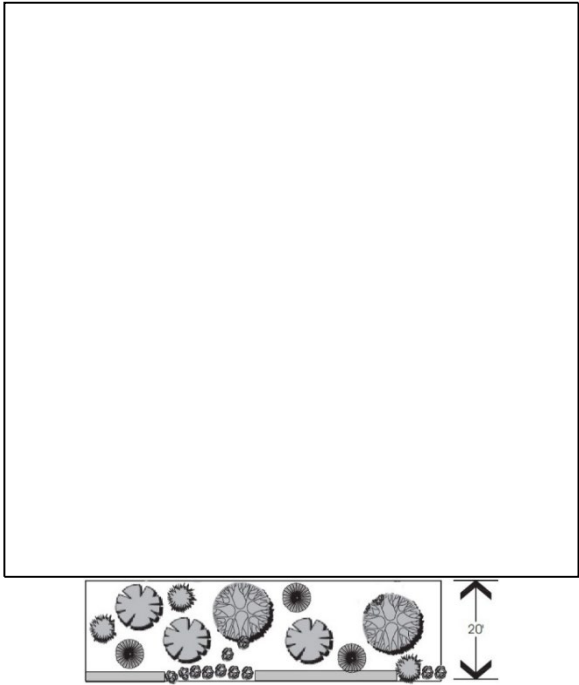
Attachment A

<p>Option 1</p>		<ul style="list-style-type: none"> • Width: 25 feet • Overstory trees : 3 every 100 linear feet • Understory trees : 6 every 100 linear feet • Evergreen shrubs: 10 every 100 linear feet
<p>Option 2</p>		<ul style="list-style-type: none"> • Width: 15 feet • Overstory trees : 4 every 100 linear feet • Understory trees : 8 every 100 linear feet • Evergreen shrubs: 12 every 100 linear feet
<p>TYPE C BUFFER</p>		
<p>This buffer includes medium- density screening designed to eliminate visual contact at lower levels and create spatial separation between adjacent uses.</p>		

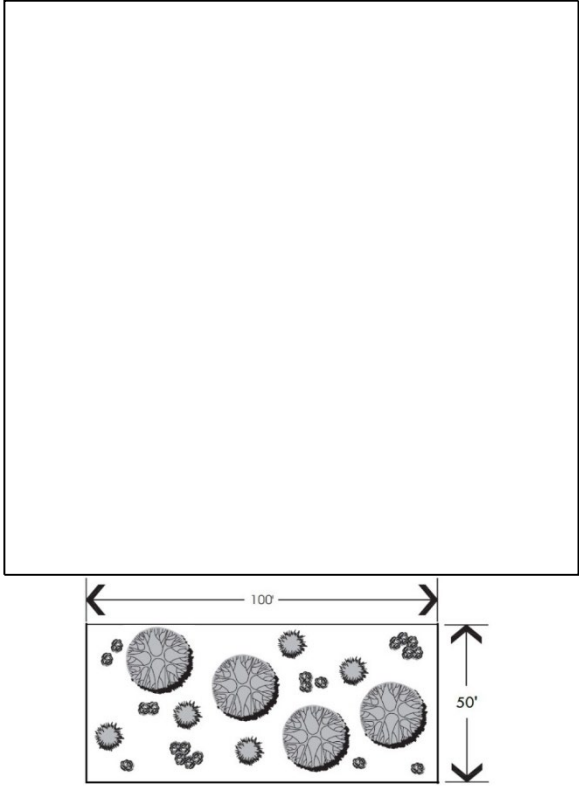
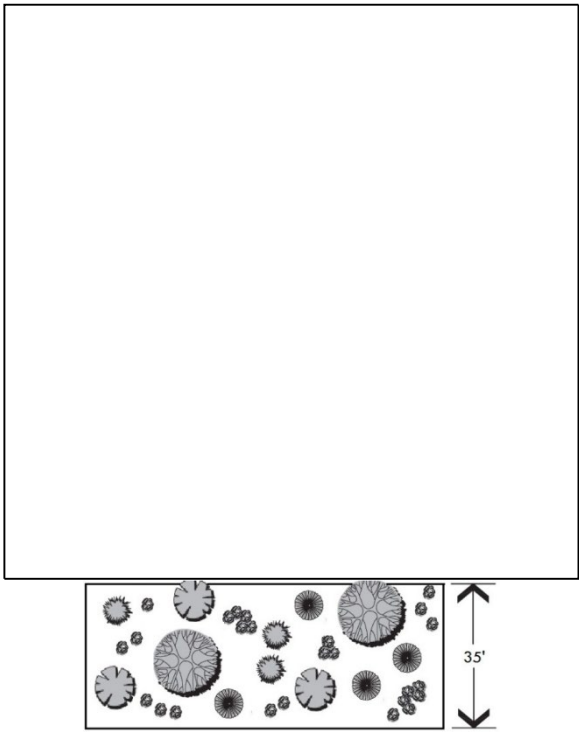
Attachment A

<p>Option 1</p>		<ul style="list-style-type: none"> • Width: 25 feet • Overstory trees : 3 every 100 linear feet • Understory trees : 5 every 100 linear feet • A solid wall or fence at least 3 feet high or a solid evergreen hedge at least 3 feet high and 3 feet wide
<p>Option 2</p>		<ul style="list-style-type: none"> • Width: 15 feet • Overstory trees : 4 every 100 linear feet • Understory trees : 6 every 100 linear feet • A solid wall or fence at least 3 feet high or a solid evergreen hedge at least 3 feet high and 3 feet wide • At least 50% of all trees must be evergreen
<p>TYPE D BUFFER</p>		
<p>The buffer includes high-density screening designed to eliminate visual contact up to a height of six feet and create a strong spatial separation between adjacent uses. A Type D buffer is required adjacent to all loading areas per Section 16-5-107.H.8.d, Buffering of Loading Areas.</p>		

Attachment A

<p>Option 1</p>		<ul style="list-style-type: none"> • Width: 30 feet • Overstory trees : 5 every 100 linear feet • Understory trees : 6 every 100 linear feet • Evergreen shrubs: 25 every 100 linear feet and at least 6 feet high at maturity • At least 50% of all trees must be evergreen
<p>Option 2</p>		<ul style="list-style-type: none"> • Width 20 feet • Overstory trees : 6 every 100 linear feet • Understory trees : 8 every 100 linear ft • A solid wall or fence at least 6 feet high or a solid evergreen hedge at least 6 feet high and 3 feet wide • At least 50% of all trees must be evergreen
<p>TYPE E BUFFER</p>		
<p>This buffer provides greater spacing and medium- density screening designed to define "green" corridors along major arterials.</p>		

Attachment A

<p>Option 1</p>		<ul style="list-style-type: none"> • Width: 50 feet • Overstory trees : 4 every 100 linear feet • Understory trees : 5 every 100 linear feet • Evergreen shrubs: 20 every 100 linear feet and at least 3 feet high at maturity
<p>Option 2</p>		<ul style="list-style-type: none"> • Width: 35 feet • Overstory trees : 5 every 100 linear feet • Understory trees : 7 every 100 linear feet • Evergreen shrubs: 25 every 100 linear feet and at least 3 feet high at maturity • At least 50% of all trees must be evergreen
<p>NOTES:</p> <p>1. Required overstory trees shall be distributed and spaced to maximize their future health and effectiveness as buffers. Other required vegetation shall be distributed within the buffer as appropriate to the function of the buffer.</p>		

Attachment A

<p>2. Where an adjacent use is designed for solar access, understory trees may be substituted for overstory trees.</p> <p>3. Fences or walls within an adjacent street or use buffer shall comply with the standards of Sec. 16-5-113, Fence and Wall Standards.</p> <p>4. A berm may be provided in conjunction with the provision of a hedge, fence, or wall to achieve height requirements, provided its side slopes do not exceed a ratio of three horizontal feet to one vertical foot and the width of its top is at least one-half its height.</p> <p>5. If a buffer length is greater or less than 100 linear feet, the planting requirements shall be applied on a proportional basis, rounding up for a requirement that is 0.5 or greater, and down for a requirement that is less than 0.5. (For example, if the buffer length is 150 linear feet, and there is a requirement that 5 overstory trees be planted every 100 linear feet, 8 overstory trees are required to be planted in the buffer (1.5 x 5 = 7.5, rounded up to 8)).</p> <p>6. Minimum buffer widths and minimum planting requirements for adjacent street buffers may be reduced by up to 30 percent in the S District, 20 percent in the RD and IL Districts, and 15 percent in all other districts, on demonstration to the Official that:</p>
<p>a. The reduction is consistent with the character of development on surrounding land ;</p>
<p>b. Development resulting from the reduction is consistent with the purpose and intent of the adjacent setback standards;</p>
<p>c. The reduction either (a) is required to compensate for some unusual aspect of the site or the proposed development , or (b) results in improved site conditions for a development with nonconforming site features ;</p>
<p>d. The reduction will not pose a danger to the public health or safety;</p>
<p>e. Any adverse impacts directly attributable to the reduction are mitigated;</p>
<p>f. The reduction, when combined with all previous reductions allowed under this provision, does not result in a cumulative reduction greater than a 30 percent in the S District, 20 percent in the RD and IL Districts, or 15 percent in all other districts; and</p>
<p>g. In the S, RD, and IL districts, there are no reasonable options to the reduction that allow development of the site to be designed and located in a way that complies with LMO standards.</p>
<p>7. Minimum buffer widths and minimum planting requirements for adjacent use buffers may be reduced by up to 10 percent any district on demonstration to the Official that:</p>
<p>a. The reduction is consistent with the character of development on surrounding land ;</p>
<p>b. Development resulting from the reduction is consistent with the purpose and intent of the adjacent setback standards;</p>
<p>c. The reduction either (a) is required to compensate for some unusual aspect of the site or the proposed development , or (b) results in improved site conditions for a development with nonconforming site features ;</p>
<p>d. The reduction will not pose a danger to the public health or safety;</p>
<p>e. Any adverse impacts directly attributable to the reduction are mitigated; and</p>
<p>f. The reduction, when combined with all previous reductions allowed under this provision, does not result in a cumulative reduction greater than a 30 percent in the S District, 20 percent in the RD and IL Districts, or 15 percent in all other districts.</p>

TOWN OF HILTON HEAD ISLAND

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Kim W. Likins
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Council Members

David Ames
Marc A. Grant
William D. Harkins
Thomas W. Lennox
John J. McCann

Stephen G. Riley
Town Manager

December 12, 2017

Attachment B

Hilton Head Island Town Council
Hilton Head Island Planning Commission
One Town Center Court
Hilton Head Island, SC 29928

Re: Maximum Sign Face Limit

Dear Town Council and Planning Commission Members:

During the November 28, 2017 Design Review Board (DRB) meeting, the DRB heard DRB-002451-2017 Home2Suites Sign. The agenda item was a sign application by Home2Suites for a new hotel free standing sign at 836 William Hilton Parkway. Per the LMO, a sign face and structure greater than 40 square feet is subject to review and approval by the DRB. The application sought approval of a 14' wide by 8' tall structure with a 60 square foot sign face. The sign is to be installed in the small island of the divided entrance off William Hilton Parkway, per the Town's Land Management Ordinance (LMO) Section 16-5-114.F, Freestanding Sign Standards. The DRB was concerned to learn that the LMO would permit a sign of this size. The LMO in fact permits a sign up to 120 square feet, or twice the size proposed by the applicant. The sign is incredibly large for the location determined to host it. However, per the LMO, the applicant would have been within their rights to request something even bigger.

Additionally during deliberations, the DRB expressed concern about the size of the Sea Turtle Marketplace Signs that were approved earlier this year and the impact they will have on the Hwy 278 corridor. The DRB believes that the signs on Hilton Head Island are becoming increasingly oversized in nature, departing from historic and traditional Hilton Head "Island Character". Although they are usually quite attractive, their overall size on our primary corridors is alarming.

The purpose of the DRB "is to protect the aesthetic and visual character of lands on Hilton Head Island" (LMO Sec.16-3-106.F.1) defined by the Design Guide as "Island Character". It is outside the DRB's authority to require a reduction in the size of the sign given the LMO Freestanding Sign Standards (LMO Sec. 16-5-114.F). The consensus among DRB members was that in an effort to preserve "Island Character", the maximum allowable sign face size should be reduced.

The Design Review Board respectfully recommends that the Planning Commission and the Town Manager direct Staff to review the Freestanding Sign Standards to this end and determine whether any adjustment to these standards is warranted.

Very truly yours,

Hilton Head Island Design Review Board
By: Jake Gartner, Chairman

Cc: Stephen G. Riley, ICMA-CM, Town Manager



Latitude: 32.220552
Longitude: -80.669718

Latitude: 32.220391
Longitude: -80.669695