



The Town of Hilton Head Island  
**Town Council**  
**Tuesday, October 15, 2019, 3:00 p.m.**  
Benjamin M. Racusin Council Chambers

## **AGENDA**

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*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. Pledge to the Flag**
- 4. Invocation – Reverend Edward B. Alston, Queen Chapel AME Church**
- 5. Approval of Minutes**
  - a. Town Council Meeting, September 17, 2019
- 6. Report of the Town Manager**
  - a. Planning Commission Semi-Annual Report – Peter Kristian, Chairman
  - b. Our Plan Update – Taylor Ladd, Senior Planner
  - c. Hazard Mitigation Plan Annual Progress Report – Shari Mendrick, Floodplain Administrator
  - d. Program for Public Information Annual Report – Shari Mendrick, Floodplain Administrator
  - e. Consideration of Canceling the December 3, 2019 Regular Town Council Meeting
  - f. Items of Interest
- 7. Reports from Members of Council**
  - a. General Reports from Council
  - b. Report of the Intergovernmental Committee – Bill Harkins
  - c. Report of the Community Services & Public Safety Committee – Marc Grant
  - d. Report of the Public Planning Committee – David Ames
  - e. Report of the Finance & Administrative Committee – Tom Lennox
- 8. Proclamations/Commendations – NONE**

## 9. Consent Agenda

### a. Second Reading of Proposed Ordinance – 2019-22 – Small Wireless Facilities

Second Reading of Proposed Ordinance 2019-22 to amend Title 16, “The Land Management Ordinance,” of the Municipal Code of the Town of Hilton Head Island, South Carolina, by amending Table 16-4-103.D.2 (Accessory Use/Structure Table), by adding Section 16-4-103.E.10 (Small Wireless Facilities), and by amending and adding Definitions to Section 16-10-105 (General Definitions); and providing for severability and an effective date.

### b. Second Reading of Proposed Ordinance 2019-26 - Transfer of Real Property to the South Carolina Department of Transportation

Second Reading of Proposed Ordinance 2019-26 of the Town of Hilton Head Island, South Carolina, authorizing the conveyance of real property owned by the Town of Hilton Head Island, South Carolina, under the authority of SC Code Ann. § 5-7-40 (Supp. 2019), and § 2-7-20, Municipal Code of the Town of Hilton Head Island, South Carolina, (1983); and providing for severability and an effective date.

## 10. Appearances by Citizens

*[Town Code § 2-5-70: To sign-up, notify the Town Clerk prior to 12:00 p.m. the day of the meeting. All comments are limited to 3 minutes.]*

## 11. Unfinished Business

### a. Second Reading of Proposed Ordinance 2019-20 – Tidal Bluff Rezoning

Second Reading of Proposed Ordinance 2019-20 to amend Title 16, “The Land Management Ordinance,” of the Municipal Code of the Town of Hilton Head Island, South Carolina, by amending Section 16-1-107, the Official Zoning Map with respect to those certain parcels identified as Beaufort County Tax District 510, Map 5 Parcels 17, 376, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, and 406 to rezone the parcels from the RM-4 (Low to Moderate Density Residential) Zoning District to the RM-12 (Moderate to High Density Residential) Zoning District.

## 12. New Business

### a. Consideration of a Resolution – Hands-Free Driving

Consideration of a Resolution of the Town Council of the town of Hilton Head Island, South Carolina to encourage and support amending the South Carolina Code of Laws, Title 56, Motor Vehicles, Chapter 5, Uniform Act on Regulating Traffic On Highways to promote hands-free operation of vehicles.

## 13. Executive Session

### a. Land Acquisition:

Discussion of negotiations incident to the proposed sale, lease, or purchase of property:

- i. In the Marshland Rd. Area

### b. South Island PSD Easement

**14. Possible actions by Town Council concerning matters discussed in Executive Session**

**15. Adjournment**



Town of Hilton Head Island

**Town Council**

Tuesday, September 17, 2019 at 4:00 pm

Benjamin M. Racusin Council Chambers

**MEETING MINUTES**

**Present from Town Council:** John J. McCann, *Mayor*; Bill Harkins, *Mayor Pro-Tempore*; Tom Lennox, Marc Grant, David Ames, Tamara Becker, Glenn Stanford; *Council Members*

**Present from Town Staff:** Steve Riley, *Town Manager*; Joshua Gruber, *Assistant Town Manager*; Charles Cousins, *Assistant to the Town Manager*; Scott Liggett, *Director of Public Projects and Facilities*; Shawn Colin, *Director of Community Development*; Angie Stone, *Human Resource Director*; Brad Tadlock, *Fire Chief*; Teri Lewis, *Deputy Director of Community Development*; Jennifer Ray, *Deputy Director of Community Development*; Joheida Fister, *Deputy Fire Chief*; Taylor Ladd, *Senior Planner*; Nicole Dixon, *Development Review Administrator*; Missy Luick, *Senior Planner*; Andrew Nicholls, *Systems Analyst*; Krista Wiedmeyer, *Executive Assistant/Town Clerk*

**Present from Media:** Kathrine Kokal, *Island Packet*

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**1. Call to Order**

The Mayor called the meeting to order at 4:00 p.m.

**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. Pledge to the Flag**

**4. Invocation – Pastor Michael Carr, Central Church**

Pastor Carr delivered the Invocation.

**5. Approval of Minutes**

- a. Town Council Meeting, August 20, 2019

Mr. Harkins moved to approve the minutes from August 20, 2019. Mr. Stanford seconded. The motion was approved by a vote of 7-0.

**6. Report of the Town Manager**

- a. Gullah-Geechee Land and Cultural Preservation Quarterly Update – Lavon Stevens, Chairman

Lavon Stevens, Chairman, gave an update to the members of Town Council highlighting the past three months of business covered by the Task Force. Mr. Stevens said he is hoping to see that Town Council shows their full support behind the recommendations coming forward later in the meeting.

- b. Town Manager's Quarterly Status Report to Council

Mr. Riley referenced the status report, and asked the members of Council to let him know if they had any questions regarding the report.

- c. Consideration of Moving the Start Time for the October 15, 2019 Regular Meeting from 4:00 p.m. to 3:00 p.m.

Mr. Riley reported that a request was made to move the October 15, 2019 Town Council meeting from 4:00 p.m. to 3:00 p.m. He said this was to accommodate those members of Council traveling to Columbia for training with MASC.

Mr. Harkins made a motion to move the start time of the October 15, 2019 Regular Meeting from 4:00 p.m. to 3:00 p.m. Mr. Stanford seconded. The motion was approved by a vote of 7-0.

- d. Items of Interest

Mr. Riley reviewed the Items of Interest, including Town news, upcoming Town meetings, and noteworthy events taking place throughout the Island over the coming weeks.

## **7. Reports from Members of Council**

### **a. General Reports from Council**

Mayor McCann expressed his gratitude to everyone who worked in the EOC during the Hurricane Dorian evacuation. He said it was really great to see the plan those individuals had put into play. Mayor McCann also reported that he was in the process of planning a meeting with the Mayors from Bluffton and Hardeeville to discuss the legislature's impact on the Home Rule Act.

### **b. Report of the Intergovernmental Committee – Bill Harkins**

Mr. Harkins reported that at the upcoming meeting in October, the Committee would be hosting Senator Tom Davis who would be giving an update on the upcoming legislative agenda.

### **c. Report of the Community Services & Public Safety Committee – Marc Grant**

Mr. Grant stated that he did not have a report.

### **d. Report of the Public Planning Committee – David Ames**

Mr. Ames reported that the Committee met on August 19, 2019, where the Committee reviewed and approved the recommendations from the Gullah Geechee Culture Preservation Project Report. He also reported that the Committee had met on August 22, 2019, where they discussed the changes and updates to the beach ordinance and the Workforce Housing recommendations.

### **e. Report of the Finance & Administrative Committee – Tom Lennox**

Mr. Lennox reported that during the earlier scheduled Committee meeting, they discussed the replenishment of the storm reserves.

## **8. Appearance by Citizens - None**

## **9. Consent Agenda**

### **a. Second Reading of Proposed Ordinance 2019-16 – Lease of Real Property**

Second Reading of Proposed Ordinance 2019-16 of the Town of Hilton Head Island, South Carolina, authorizing the execution and delivery of a lease of Real Property owned by the Town of Hilton Head Island, South Carolina, with the Beaufort County Sheriff's Office, Pursuant to the authority of S.C. Code Ann. § 5-7-40 (Supp. 2011), and § 2-7-20, Code of the Town of Hilton Head Island, South Carolina, (1983); and providing for severability and an effective date.

### **b. Second Reading of Proposed Ordinance 2019-19 – 280 Fish Haul Road Rezoning**

Second Reading of Proposed Ordinance 2019-19 to amend Title 16, "The Land Management Ordinance" of the Municipal Code of the Town of Hilton Head Island, South Carolina, by amending Section 16-1-107, the Official Zoning Map with respect to the certain Parcel identified as Tax District 510, Map 4, Parcel 16, (TIN R510 004 000 0016 0000) on the Beaufort County, South Carolina Tax Maps to rezone the Parcel from RM-4 (Low to Moderate Density Residential) and RM-8 (Moderate Density Residential) Zoning Districts to the RM-12 (Moderate to High Density Residential) Zoning District; and providing for severability and an effective date.

### **c. Second Reading of Proposed Ordinance 2019-23 – FY2020 Budget Roll Forwards**

Second Reading of Proposed Ordinance 2019-23 to amend the Budget for the Town of Hilton Head Island, South Carolina, for the Fiscal Year ending June 30, 2020; to provide for the budgeted appropriations of prior year budget roll-forwards and the expenditures of certain funds; to allocate the sources of revenue for the said funds; and providing for severability and effective date.

### **d. Second Reading of Proposed Ordinance 2019-24 – Recreational Vehicles**

Second Reading of Proposed Ordinance 2019-24 to amend Title 16 of the Municipal Code of the Town of Hilton Head Island, South Carolina, the Land Management Ordinance (LMO), Chapters 3, 4, and 10 to revise various sections. These amendments, commonly referred to as "RV Amendments" as noticed in the Island Packet on May 5, 2019, include changes that provide for general amendments to a variety of Sections in the LMO related to the use of Recreational Vehicles; and providing for severability and an effective date.

## **9. Consent Agenda (cont.)**

Mayor McCann stated that tonight would be the first time that Town Council would utilize a “consent agenda” to address items of official business. He said, a consent agenda is a policy of a governing body to approve, in one motion, routine and/or noncontroversial items. Any member of Town Council wishing to remove an item from the consent agenda may do so by making a request to the chairman, and that item would be taken up individually as a separate action item. The Mayor said that this practice will help to efficiently move our meetings along. With no questions from any member of Town Council, the Mayor asked if anyone wanted any of the items reviewed individually. Both Mr. Ames and Mrs. Becker requested to have items 9(b) and 9(d) reviewed individually.

With no further requests, Mr. Harkins moved to approve the consent agenda including only items 9(a) and 9(c). Mrs. Becker seconded. With no discussion, the motion was approved by a vote of 7-0.

**9(b)** Mr. Harkins moved to approve. Mr. Stanford seconded. Mr. Ames and Mrs. Becker echoed similar comments, stating that there should be a master plan in place before the Town considers any further zoning. With no further discussion, the motion was approved by a vote of 5-2, Mr. Ames and Mrs. Becker opposed.

**9(d)** Mr. Harkins moved to approve. Mr. Stanford seconded. Mrs. Becker said she appreciated the work Town staff did, but that there should be a master plan in place before the Town considers any further zoning. With no further discussion, the motion was approved by a vote of 5-2, Mr. Ames and Mrs. Becker opposed.

## **10. Proclamations / Commendations - None**

## **11. Unfinished Business**

### **a. Revised First Reading of Proposed Ordinance 2019-25 – Change in Rules and Procedure**

Revised First Reading of Proposed Ordinance 2019-25 of the Town of Hilton Head Island, South Carolina, to amend Title 2 General Government and Administration of the Municipal Code of the Town of Hilton Head Island, South Carolina by amending Chapter 5 (Meetings of Council and Rules of Procedure) Section 2-5-50 Agenda and Order of Business; and providing for severability and an effective date.

Mayor McCann stated that he was pulling this item from the agenda to be reviewed and considered by the Finance and Administrative Committee at a later date.

### **b. First Reading of Proposed Ordinance 2019-20 – Tidal Bluff Rezoning**

First Reading of Proposed Ordinance 2019-20 to amend Title 16, “The Land Management Ordinance,” of the Municipal Code of the Town of Hilton Head Island, South Carolina, by amending Section 16-1-107, the Official Zoning Map with respect to those certain parcels identified as Beaufort County Tax District 510, Map 5 Parcels 17, 376, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, and 406 to rezone the parcels from the RM-4 (Low to Moderate Density Residential) Zoning District to the RM-12 (Moderate to High Density Residential) Zoning District.

Mr. Harkins moved to approve. Mr. Stanford seconded. Mrs. Becker stated that she wasn’t sure why or how this item ended up back for approval when Town staff had originally recommended that Council not approve this rezoning. She stated that she was concerned about the impact this development would have on the existing single family homes in this area. Mr. Ames stated that as a community, a decision needed to be made with regard to where workforce housing solutions should go. He said that he agreed with the original staff backed recommendation to not approve this rezoning. With no further discussion, the motion was approved by a vote of 5-2, Mr. Ames and Mrs. Becker opposed.

## **12. New Business**

### **a. First Reading of Proposed Ordinance 2019-22 – Small Wireless Facilities**

First Reading of Proposed Ordinance 2019-22 to amend Title 16, “The Land Management Ordinance,” of the Municipal Code of the Town of Hilton Head Island, South Carolina, by amending Table 16-4-103.D.2 (Accessory Use/Structure Table), by adding Section 16-4-103.E.10 (Small Wireless Facilities), and by amending and adding Definitions to Section 16-10-105 (General Definitions); and providing for severability and an effective date.

Mr. Harkins moved to approve. Mr. Grant seconded. Members of the public noted that this item is still being discussed at the state level and should be finalized at the state level before being discussed at the local level. Mr. Ames noted that this goes back to the topic the Mayor discussed earlier about Home Rule, and bringing the local authority back into the hands of the municipalities. With no further discussion, the motion was approved by a vote of 7-0.

## 12. New Business (cont.)

### **b. First Reading of Proposed Ordinance 2019-26 - Transfer of Real Property to the South Carolina Department of Transportation**

First Reading of Proposed Ordinance 2019-26 of the Town of Hilton Head Island, South Carolina, authorizing the conveyance of real property owned by the Town of Hilton Head Island, South Carolina, under the authority of SC Code Ann. § 5-7-40 (Supp. 2019), and § 2-7-20, Municipal Code of the Town of Hilton Head Island, South Carolina, (1983); and providing for severability and an effective date.

Mr. Harkins moved to approve. Mr. Stanford seconded. Mrs. Becker asked for clarification concerning the two different projects that could potentially be taking place, the Jenkins Island improvements and the 278 Project. She asked, should the Jenkins Island improvements not take place, is there a plan in place whereas this parcel would be returned back to the town. Mr. Riley, noted that this was the expectation and consideration. With no further discussion, the motion was approved by a vote of 7-0.

### **c. Consideration of a Recommendation – Gullah-Geechee Culture Preservation Project Report**

Consideration of a Recommendation from the Public Planning Committee that Town Council accept the Gullah Geechee Culture Preservation Report recommendations, including Town staff approach.

Mr. Harkins moved to approve. Mr. Ames seconded. Mrs. Becker stated that the report has language that requests specific amounts of funding for specific types of projects. She said language like this concerns her, especially what the implications could be on the future budgets. Mrs. Becker said that one example that comes to mind is with regard to delinquent taxes. She said that she wants to make sure that Council is not making a commitment to putting aside funds to paying for delinquent taxes. Mrs. Becker did clarify for the record that she does support the report and staff's recommendation, but does want some clarification of some of the language. Mr. Stanford said that he felt that what Council was doing by approving the recommendation, was accepting the concept of the plan, but not allocating any funds to specific aspects of the plan. In agreement, the other members of Council echoed Mr. Stanford's thoughts.

Mr. Grant stated that he had attended the meeting in which the recommendation was approved and forwarded to Town Council for approval. He said that one of the concerns was priorities. Mr. Grant said that there were different meetings with Mr. Stevens and other members of the community, where the discussions were about the goals that the Task Force wants to accomplish. He said that the Task Force talked about having short-term, mid-term, and long-term goals. Mr. Grant said, that his intention is, as of today is to give an approval, allowing the Task Force to go back, begin to work on what they want to do first, second, and what can be done in conjunction with the staff. Mr. Grant said, the document, or recommendation does not say that the Task Force is asking for money to help pay for taxes. He said, that the Task Force would like to look at strategies of how the Town could educate, work with different agencies throughout the County and State in terms of assisting those who need assisting. Mr. Grant said, the point is, he believed that Town Council should fully support this recommendation, in terms of giving staff and the Task Force the opportunity to move forward. He said one of the things he also encourages is to ensure that Dr. DuBose and staff do what needs to be done, to get out into the community. Mr. Grant said, that they will need to reach out, sit down with people, talk about their concerns, and build better relationships between the Town and the community. He said by having these tough conversations, some of these things might resolve themselves. Mr. Grant said to Town Council, let's approve the recommendation. He said, let's send a message back to the Task Force and staff that we fully support them and the work they did. But when you come to us in the future, especially by our retreat, show us a little more progress or "meat on the bone" in terms of where the goals are. Mr. Grant said that he feels very positive with the recommendations, and that the Task Force and staff can accomplish what they have put forward. He echoed again, once Council sees some real solid goals, or "meat on the bone" goals as to where the Task Force wants to go, then a real detailed conversation will take place. Mayor McCann asked Mr. Grant if he was amending the motion, which would approve the recommendation, but ask the Task Force and staff to bring it back by Town Council's retreat with detailed goals for further discussion. Mr. Grant confirmed. With continued discussion from the members of the community echoing Mr. Grant's statements, and no further discussion from Town Council, Mayor McCann called the question. The motion to approve the Recommendation and bring back to the Town Council Workshop for further discussion was approved by a vote of 7-0.

## **12. New Business (cont.)**

### **d. Consideration of a Resolution – Regional Housing Trust Fund**

Consideration of a Resolution of the Town of Hilton Head Island, South Carolina, Town Council authorizing the Town Manager to enter into a Memorandum of Agreement with Beaufort County for the purpose of Cost Sharing for Contracting for Consulting Services to develop a Regional Affordable Housing Trust Fund.

Mr. Harkins moved to approve. Mr. Stanford seconded. Mr. Stanford stated that he wanted to make sure that all members understood that with an approval, it was to hire a consultant to present details of a possible regional trust fund, not approving the Town's participation in such a fund. Mayor McCann confirmed. With no further discussion, the motion was approved by a vote of 7-0.

### **e. Consideration of a Resolution – HUD/CDBG Entitlement Program 2018 Consolidated Annual Performance Evaluation Report**

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, South Carolina to approve the Community Development Block Grant (CDBG) 2018 Consolidated Annual Performance Evaluation Report (CAPER).

Mr. Harkins moved to approve. Mr. Stanford seconded. With no discussion, the motion was approved by a vote of 7-0.

## **13. Executive Session**

Mr. Riley stated that an Executive Session was needed to review the following matters; (a) Land Acquisition, discussion of negotiations incidents to the proposed sale, lease, or purchase of property in the (i) Old Wild Horse Road area, and (ii) Spanish Wells Road area; and (b) Personnel/Employment Matters, (i) Discussions of appointments to boards and commissions, and (ii) Discussions of the Town Manager's Annual Performance Review and Compensation.

At 4:52 p.m., Mr. Harkins moved to go into Executive Session for the items mention by the Town Manager. Mr. Stanford seconded. The motion was approved by a vote of 7-0.

At 5:10 p.m., Town Council returned to the dais.

## **14. Possible actions by Town Council concerning matters discussed in Executive Session**

Mr. Lennox stated that based on the Town Manager's Fiscal Year 2019 Performance Review, Town Council recommends that Mr. Riley receive a 5 percent increase to his base pay, effective the beginning of this fiscal year, July 1, 2019. Mr. Lennox, therefore so moved. Mr. Harkins seconded. The motion was approved by a vote of 7-0.

Mr. Grant moved to appoint Thomas Dowling to the Parks and Recreation Commission to fill the vacancy created by the resignation of Michael McCullion, with a term ending June 30, 2021. Mr. Stanford seconded. The motion was approved by a vote of 7-0.

## **15. Adjournment**

At 5:12 p.m., Mr. Stanford moved to adjourn. Mr. Grant seconded. The motion was approved by a vote of 7-0.

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Krista Wiedmeyer, Town Clerk

Approved: October 15, 2019

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John J. McCann, Mayor



# **TOWN OF HILTON HEAD ISLAND**

## *Community Development Department*

**TO:** Town Council  
**FROM:** Peter Kristian, *Chairman of the Planning Commission*  
**DATE:** September 16, 2019  
**SUBJECT:** Planning Commission Semi-Annual Report: March – September, 2019

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The March 20, July 17, September 4, and September 18, 2019 meetings were cancelled. A special meeting was held on June 12, 2019.

### **Land Management Ordinance (LMO) Amendments**

#### **Recreational Vehicles**

Revise sections of the LMO to allow the temporary, conditional use of Recreational Vehicles on some residential properties while an uninhabitable residence is being renovated. On June 5, 2019, the Planning Commission voted 6-0 to recommend approval of the amendments with modifications to the Public Planning Committee.

#### **Street Naming Applications**

##### **STDV-001538-2019, Old Stoney Lane**

A request to name a new street Old Stoney Lane. The new street, which will be located off of Squire Pope Road, will serve a new 42 lot subdivision. On August 21, 2019, the Planning Commission voted 5-2 to approve the application.

#### **Zoning Map Amendment Applications**

##### **ZA-000741-2019, Shipyard**

A request to amend the Shipyard PUD Master Plan to change the designated uses, allowed densities, and maximum heights for two parcels near the U.S. 278 entrance to Shipyard. On May 1, 2019, the Planning Commission voted 6-0 to recommend approval of the application to Town Council.

##### **ZA-001139-2019, Hilton Head Christian Academy**

A revised request to amend the Indigo Run PUD Master Plan to change the designated uses, allowed densities, and maximum heights for the Hilton Head Christian Academy Campus parcel.

On June 12, 2019, the Planning Commission voted 7-0 to recommend approval of the application to Town Council with conditions and further comments.

**ZA-001460-2019, Tidal Bluff**

A request to amend the Official Zoning Map by rezoning the Tidal Bluff development from the RM-4 District to the RM-12 District.

On August 7, 2019, the Planning Commission voted 5-2 to recommend denial of the application to Town Council.

**ZA-001461-2019, 280 Fish Haul**

A revised request to amend the Official Zoning Map by rezoning an undeveloped, split-zoned parcel located at 280 Fish Haul Road from the RM-4 and RM-8 Districts to the RM-12 District.

On August 7, 2019, the Planning Commission voted 7-0 to recommend approval of the application to Town Council.

**Items of Special Interest**

- On April 3, 2019, the Planning Commission recommended to Town Council a list of CIP Fiscal Year 2020 Priority Projects.
- On May 15, 2019, the Planning Commission recommended to Town Council that it accept the Gullah Geechee Culture Preservation Project Report as amended and allocate \$105,000 in funding for implementation.
- The Planning Commission discussed the need to expedite the development of a policy on work force housing.
- The Planning Commission discussed master planning specific commercial areas of the Island to address commercial areas showing signs of age and marketability stress. This should include recognizing the increased capacity of the airport.



*Our Plan* links the efforts completed in *Our Future* to the new comprehensive plan for Hilton Head Island. Eight Work Groups are developing goals, strategies and tactics built around the *Our Future* Core Values to incorporate with the state required comprehensive plan elements.

## **Town Council Monthly Update**

**October 1, 2019**

Prepared by Town Staff

### *To Date*

- The *Our Plan* Work Groups have been meeting twice a month since May and June working with staff towards developing their draft goals, strategies and tactics.
- Phase One of their work plan was completed in July-August. This phase entailed orientation to the process and multiple brainstorming and strategic analysis engagement activities centered on each group's Core Value.
- Phase Two of their work plan is in process now through the end of October to early November. The phase entails outlining draft goals and starting to develop strategies and tactics.
- The Development Team has been closely involved with the process and has provided feedback to each group on their strategic analysis results.
- The Parks and Recreation Master Plan Kick-Off was held August 19-21. This plan will be incorporated into *Our Plan* in a Parks and Recreation chapter incorporating input from the *Our Plan* Parks and Recreation Task Group.
- The public has been invited to participate via four open houses. Two open houses were held specifically for *Our Plan* - one in July and one in September. Two open houses for the Parks and Recreation Master Plan were held during the kick-off week in August.
- In July, *Our Plan* hosted an Open Town Hall survey.

### *This Month*

- Phase Three of the work plan will commence as each group moves into finalizing their goals, strategies and tactics. This phase will wrap up in December with the conclusion of the Work Group's scope for *Our Plan*.
- The Development Team will be holding an extended meeting on October 7, 2019 in Council Chambers from 4:00 – 6:30pm to review, discuss and provide feedback on each Work Group's draft goals.
- *Our Plan* will host a drop-in style open house in the Living Lab on October 8, 2019 from 5:30 – 6:30 pm to engage the public with the Work Group's draft goals.
- *Our Plan* will be hosting two additional Open Town Hall surveys in October. Early in the month there will be a survey to garner public input on the Work Group's draft goals. There will also be a Parks and Recreation survey for the entire month September 30 through November 1. A random sample of residents on the Island will receive a postcard invitation to take the Parks and Recreation survey during this time.



# **TOWN OF HILTON HEAD ISLAND**

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## *Community Development Department*

**TO:** Stephen G. Riley, *ICMA~CM, Town Manager*  
**VIA:** Shawn Colin, *Director of Community Development*  
**VIA:** Chris Yates, *Building Official*  
**FROM:** Shari Mendrick, *Floodplain Administrator*  
**CC:** Teri Lewis, *Deputy Director of Community Development*  
**DATE:** September 23, 2019  
**SUBJECT:** Hazard Mitigation Plan Annual Progress Report

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**Summary:** No formal action from Town Council is required for this progress report. An annual report evaluating progress towards implementing the Hazard Mitigation Plan objectives and goals must be prepared by participating communities to maintain credit in the floodplain management planning section of the National Flood Insurance Program Community Rating System (CRS). The CRS program requires this progress report to be submitted to the Town Council, released to the media and made available to the public.

**Background:** The attached report is an annual evaluation on progress toward implementing the objectives of the Hazard Mitigation Plan which was adopted by Town Council in September 2016 as an appendix to the current Town of Hilton Head Island Comprehensive Plan. The Town of Hilton Head Island was a partner with Beaufort County in developing the Beaufort County Hazard Mitigation Plan 2015 Update which contains ten (10) County-wide goals. Of these goals, five (5) goals pertain to the Town of Hilton Head Island and are listed in the attached annual report by goal number.

The annual progress report is prepared by Town staff to ensure there is a continuing and responsive planning process. The report is presented to Town Council prior to recertification of the Town's CRS status. The report is available to the public for review via the Town's website, or by contacting Town staff in the Community Development Department for copies.

## 2019 Hazard Mitigation Plan Progress Report

This is the annual progress report of the Beaufort County Hazard Mitigation Plan, which was adopted on September 20, 2016. The report is prepared by Town of Hilton Head Island Community Development Department staff to ensure there is a continuing and responsive planning process. This report will be presented to Town Council on October 15, 2019 and is available to the public for review via the Town’s website, or by contacting Town staff in the Community Development Department for copies.

<b>Goal 1: Ensure the Protection of All Critical Facilities</b>		
<i><b>Objectives</b></i>	<i><b>Mitigation Actions</b></i>	<i><b>Status Report</b></i>
Protect facilities from natural hazard threats.	Continue to conduct engineering inspections of fire stations as necessary to determine mitigation retrofitting measures necessary.	Inspections have been completed. Shutters able to withstand a Category 5 hurricane and fire sprinklers have been installed at fire station facilities, Fire Rescue Headquarters & Facilities Management buildings.
Identify & schedule repairs & other improvements needed in order to ensure buildings are in adequate conditions & with adequate equipment to function in the event of a disaster.	Study of vulnerable bridges to determine which ones should be hardened and conduct maintenance of these bridges and Hilton Head Island causeways.	This mitigation action was carried over from the previous hazard mitigation plan and completed as a partnership with Beaufort County in 2012.
<b>Goal 2: Increase Public Education &amp; Awareness of Natural Hazards<sup>1</sup></b>		
<i><b>Objectives</b></i>	<i><b>Mitigation Actions</b></i>	<i><b>Status Report</b></i>
Develop an ongoing public communications & education program including a web site, pamphlets, informational packets, & articles in the local media.	Work with regional media to promote public awareness of disaster preparedness.	Ongoing. The Program for Public Information (PPI) was established in 2015 to better inform the public about flood risks, flood hazard preparedness, reduction of future damage and the benefits of flood insurance coverage. The PPI meets annually to monitor implementation of outreach projects and reassesses flood insurance coverage. Emergency Management staff continues to engage the public through multiple presentations throughout the year.

<sup>1</sup> Listed as Goal #3 in the Beaufort County Hazard Mitigation Plan 2015 Update.

		Local media contacts are maintained by legal department staff and Fire Rescue staff maintains contact and relationships with local media. The Town Emergency Management Coordinator appears twice each year on the local cable station WHHI news program and the show "843" to promote public awareness of disaster preparedness.
	Distribute "Citizen's Guide" postcard regularly.	Ongoing. The "Citizen's Guide" postcard is distributed at flood hazard public presentations throughout the year. Approximately 637 were distributed at presentations in 2018 and in addition brochures are mailed to each household within Town limits on an annual basis.
	Support ongoing efforts to educate the public on the threat of Sea Level Rise and associated hazards, exploring best practices for adaptation to this threat.	Ongoing. The Town website lists resources which help educate the public about sea level rise and associated coastal hazards. The resources include: 1) A link to "Low Impact Development in Coastal South Carolina: A Planning and Design Guide" which discusses the need for LID in light of climate change and its environmental risks; 2) Coastal Erosion Hazards page found on the Public Safety/Flood Awareness drop-down menu; and 3) Hurricane Storm Surge Area Maps found in the publications/maps drop-down menu.
Incorporate the use of social media, including Facebook™ and Twitter™ to ensure that as many segments of the population as possible are reached.	Continue to develop the use of social media/smart phone technology to inform citizen of hazard threats.	Ongoing. Staff continues to use social media to educate and provide citizens with disaster related information. Staff currently uses Facebook, Twitter, Flickr, E-subscription and YouTube to disseminate information to the public. During events, the Emergency Operation Center updates are recorded and posted on social media and YouTube. In 2018, five staff members were added to the Emergency Operation Center Public information staff.

<b>Goal 3: Enhancement &amp; Adoption of New Policies &amp; Projects to Mitigate Natural Hazards<sup>2</sup></b>		
<b><i>Objectives</i></b>	<b><i>Mitigation Actions</i></b>	<b><i>Status Report</i></b>
Plans, codes, zoning, & other mechanisms should address natural hazard mitigation, & expand on present policies to further protect the counties and incorporated municipalities (floodplains, repetitive loss areas, etc.). All jurisdictions should adopt the state building code.	Continue to train building officials on most up to date code requirements for hazard resistant construction.	Ongoing. The Town of Hilton Head Island building official attended the 2019 South Carolina Association of Hazard Mitigation Annual Conference and received a total of 12 hours of continuing education since 2018.
	Evaluate need to harden critical facilities (Town Hall, Fire Rescue Headquarters & other critical facilities listed in Hazard Mitigation Plan) to reduce vulnerability to hazards.	In 2019 Town staff submitted a Hazard Mitigation Grant Program grant application to SC-EMD/FEMA for a generator to be located at the soon to be constructed Fire Station 2 in Sea Pines.
	Append the Beaufort County Hazard Mitigation Plan 2015 to Town of Hilton Head Island Comprehensive Plan as updated, or at earliest date available.	Beaufort County Hazard Mitigation Plan 2015 adopted as appendix to Town of Hilton Head Island Comprehensive Plan on September 20, 2016.
<b>Goal 4: Emergency Response<sup>3</sup></b>		
<b><i>Objectives</i></b>	<b><i>Mitigation Actions</i></b>	<b><i>Status Report</i></b>
If necessary, seek funding for new communications and power equipment and employee training.	Conduct periodic surveys of equipment used by emergency personnel & write appropriations into budget.	<p>Ongoing. The Emergency Management Coordinator annually reviews and checks equipment assigned to emergency management, which includes the EOC equipment and base camp deployment package. Air conditioning and other upgrades were added to Western Shelter to provide sleeping or work space for staff if a facility is not available.</p> <p>The Emergency Management Coordinator has employed an architect to review the Emergency Operations Center to evaluate what changes can be made to better support our staff and operations during events.</p>

<sup>2</sup> Listed as Goal #4 in the Beaufort County Hazard Mitigation Plan 2015 Update.

<sup>3</sup> Listed as Goal #5 in the Beaufort County Hazard Mitigation Plan 2015 Update.

**Goal 5: Reduce the Impact of Floods on Homes & Buildings<sup>4</sup>**

<i><b>Objectives</b></i>	<i><b>Mitigation Actions</b></i>	<i><b>Status Report</b></i>
Zoning enforcement, floodplains.	Continue to enforce floodplain regulations to ensure proper development in compliance with all building codes, FEMA regulations & any other pertinent ordinances.	Ongoing. Town staff revised and Town Council adopted the Flood Damage Controls Ordinance on February 19, 2019. The Town is currently under a Flood Insurance Rate Map Revision by FEMA, for which, we anticipate adopting higher regulatory standards to accommodate significant decreases to the effective base flood elevations.
Grants for preventative measures, to include elevation & property acquisition.	Assist private home & business owners to obtain funding for retrofitting hazard prone buildings.	Ongoing as funding opportunities become available. In 2017 staff assisted two private home owners with SC-DNR/FEMA Flood Mitigation Program grant applications. Both applications were selected for funding in September 2018. One home owner declined the grant award. The second home owner accepted the award and is beginning project preparations.
	Educate staff & public on hazard mitigation grant programs & funding opportunities.	Ongoing. Staff continues to advise Hilton Head Island residents on the SC-DNR/FEMA Flood Mitigation Program grant application process when available.
Building code revisions.	Continue to enforce floodplain regulations to ensure proper development in compliance with all building codes, FEMA regulations & any other pertinent ordinances.	Ongoing. Town staff revised and Town Council adopted the Flood Damage Controls Ordinance on February 19, 2019. The one foot freeboard requirement of the International Residential Code and the International Building Code adopted in 2016 was incorporated into the ordinance.
Continue to develop watershed master plans to identify and mitigate flood hazards.	Continue to develop watershed master plans to identify and mitigate flood hazards.	Ongoing. The following projects are completed or underway: <ul style="list-style-type: none"> <li>Jarvis Creek Pump Station – Major rehabilitation of facility including electrical monitoring, and raising emergency cutoff switches above flood stage; underway since January 2019, scheduled for completion in December 2019</li> </ul>

<sup>4</sup> Listed as Goal #7 in the Beaufort County Hazard Mitigation Plan 2015 Update.

		<ul style="list-style-type: none"> <li>• Main Street Weir - Major overhaul including both operational and safety improvements; completed in April 2019</li> <li>• Wexford Channel Levee – 300 linear feet raised and reinforced just upstream of the Wexford Pump Station to protect facility from extreme storm surge; completed in June 2019</li> <li>• Ashmore Channel Mathews Drive Outfall - Replaced duckbills with Steel Flap gates; completed in July 2018</li> <li>• Pineland Road (HHP) – Capacity improvements at two crossings replacing undersized culverts pipes with larger pipe batteries; completed in July 2018</li> <li>• Various location: Pipes lined or replaced at numerous locations; July 2018-June 2019</li> </ul>
	<p>Continue to develop watershed master plans to identify and mitigate flood hazards.</p>	<p>Beaufort County completed their Storm Water Master Plan 2018 with no detailed analysis of Hilton Head Island systems. The Town continues to develop watershed master plans through detailed inventory and modeling projects to identify and mitigate flood hazards. Island-wide inventory and modeling program is currently 30% complete; at current funding level, programmed for completion in 2026. As each watershed is modelled, mitigation projects are identified, evaluated, budgeted and programmed for implementation as CIP projects. Mitchelville/Palmetto Hall Watershed Study underway since Jan 2019; scheduled for completion in July 2019. Lower Jarvis Creek, Gum Tree and Jonesville Watershed studies planned to begin in July 2019.</p>
	<p>Continue to maintain open space related to stormwater management.</p>	<p>Ongoing. Through the Town’s land acquisition program property is purchased to preserve land and prevent further development and consequently downstream storm water impacts. This helps to maintain water quality and prevent degradation or</p>

		pollution from development. The Town maintains natural waterways on these Town lands to ensure adequate conveyance.
	Continue to perform periodic nourishment of Hilton Head Island beaches.	Ongoing. The 2016 beach renourishment project was completed in December 2016. This project placed approximately 2.0 million cubic yards of sand along the Atlantic Ocean-front and Port Royal Sound-front shorelines. Monitoring and preliminary design/permitting work for the next project is ongoing.
Work toward the lowering of CRS rating.	Continue to work with SC-DNR to update maps based on newer/more accurate topography data.	Ongoing. Beaufort County is currently under a map revision by FEMA. Preliminary draft maps were released in June 2017. According to FEMA's proposed schedule, the new Digital Flood Insurance Rate Maps (DFIRMs) are expected to become effective for flood insurance rating and building permit purposes in 2020.
	Scan & store elevation certificates for convenience & ease of access on Town of Hilton Head Island website (written documents will continue to be maintained).	Ongoing. Finished construction elevation certificates for all new construction, substantial improvements, residential renovations, accessory structures, etc. are received daily. These are reviewed, signed and scanned into the appropriate building permit in the Energov system.
	Maintain or improve the Town's CRS rating.	Ongoing. The Town received the latest recertification in November 2017. The Town remained a Class 5 in the CRS program, although there are enough program points to become a Class 4 there is not the required prerequisites to become a Class 4 or lower community.



# **TOWN OF HILTON HEAD ISLAND**

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## *Community Development Department*

**TO:** Stephen G. Riley, *ICMA~CM, Town Manager*  
**VIA:** Shawn Colin, *AICP, Director of Community Development*  
**VIA:** Chris Yates, *CBO, CFM, Building Official*  
**FROM:** Shari Mendrick, *P.G., CFM, Floodplain Administrator*  
**CC:** Teri B. Lewis, *AICP, Deputy Director of Community Development*  
**DATE:** September 30, 2019  
**SUBJECT:** Program for Public Information Annual Evaluation Report

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**Summary:** No formal action from Town Council is required for this evaluation report. An annual report evaluating the implementation of the outreach projects that are part of the Community Rating System (CRS) Program for Public Information (PPI) must be prepared and submitted to Town Council.

**Background:** To maintain credit in the public outreach section of the CRS program, which is part of the National Flood Insurance Program, the PPI Committee must meet annually to monitor, evaluate and revise as needed the outreach projects that are included in the PPI program which was adopted by Town Council in 2015. An annual report of this evaluation must be prepared and submitted to Town Council.

The annual progress report is prepared by Town staff and reviewed by the PPI Committee to ensure there is a continuing and effective outreach program. The report is presented to Town Council prior to recertification of the Town's CRS status.

# TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA



## PROGRAM FOR PUBLIC INFORMATION

### Annual Evaluation Report

Prepared in May 2019 by:  
Shari Mendrick, P.G., CFM, Floodplain Administrator  
and CRS Coordinator  
Town of Hilton Head Island

## **Background**

The Town has been actively participating in the Community Rating System (CRS) program since October 1, 1991. The Town is currently a Class 5 Community, which gives residents in the Special Flood Hazard Area (SFHA) a 25% discount on their flood insurance premiums. The Town developed a Program for Public Information (PPI) to maintain reduced flood insurance premiums and to provide flood-related information to property owners through an aggressive outreach program. Through this public information program, people at risk can learn about the hazards they face, prepare for flooding and take steps to reduce their exposure to flood damage.

The Town decided to incorporate a Flood Insurance Coverage Assessment and Coverage Improvement Plan into the PPI because residents may not be aware of flood insurance requirements or may not see a need to insure their property. By having an outreach program and flood insurance coverage improvement plan assembled in a coordinated document, the Town hopes residents will have the information they need to protect themselves and their property.

The Town of Hilton Head Island Town Council adopted the PPI on August 4, 2015. A requirement of this program is that the PPI Committee meets annually to monitor the implementation of the outreach projects and to reassess the flood insurance coverage. The committee assesses whether the outcomes desired were achieved and what, if anything, should be changed. An evaluation report is to be prepared each year and presented to Town Council. It will also be included as part of the annual CRS recertification.

The goal of the PPI is to better inform the public about their flood risks, how to improve their flood hazard preparedness, identify what they can do to decrease future damage and the benefits of having flood insurance coverage for both the structure and contents. All of the public information activities have the same objective: to get people to protect themselves and their property, whether it's to take flood protection steps, such as buying flood insurance, developing a family emergency plan, retrofitting a building, or complying with floodplain management regulations.

The Town's PPI Program is based on specific messages. The messages dispersed will educate the public, through outreach materials such as publications and brochures, will provide flood response preparation and disaster recovery information when needed, and will help other organizations on getting the word out about flood awareness, educate contractors, builders, realtors, insurance agencies and mortgage brokers on the importance of flood awareness and promoting flood insurance and assist the stakeholders in their outreach efforts.

## **PPI Committee Members**

The PPI Committee consists of eleven members. Five of the members are Town staff and six are volunteers from the community that together have a wealth of knowledge regarding flood hazards and flood risk. The community members, or stakeholders, represent real estate, flood insurance, mortgage lender, property management and property owners associations. Some of the members of the committee are Hilton Head Island floodplain residents.

- ❖ Shari Mendrick, P.G., CFM, Floodplain Administrator, CRS Coordinator, Town of Hilton Head Island
- ❖ Nicole Dixon, CFM, Development Review Administrator, Town of Hilton Head Island
- ❖ Chris Yates, CFM, Building Official, Town of Hilton Head Island
- ❖ Sally Krebs, Sustainable Practices Coordinator, Town of Hilton Head Island
- ❖ Tom Dunn, SC CEM, Emergency Management Coordinator, Town of Hilton Head Island
- ❖ Alan Perry, Mortgage Loan Officer, Suntrust
- ❖ Kristin Hayrinen, CISR, Private Client Advisor, Hub International Southeast
- ❖ Jean Beck, RCE, Executive Vice President, Hilton Head Area Association of Realtors
- ❖ Karen Ryan, Owner/Broker, Weichert Realtors
- ❖ Ben Brown, Principal Planner & Project Manager, Palmetto Dunes Property Owners Association
- ❖ Dru Brown, Director of Sales and Marketing, The Vacation Company

## **Annual Committee Meeting**

The annual meeting to evaluate the program took place on May 8, 2019. The members present were Shari Mendrick, Nicole Dixon, Sally Krebs, Alan Perry, Kristin Hayrinen, Jean Beck, and Ben Brown.

The Town's Floodplain Administrator gave an overview of FEMA's current project timeline for the Digital Flood Insurance Rate Map (DFIRMs). The committee discussed the amount of land area proposed to be removed from the high-risk zone, which could negatively affect the Town's CRS rating. Also, many citizens will no longer be subject to the mandatory purchase requirement, to include owners of beachfront properties and in repetitive loss areas. The committee discussed current rates for Preferred Risk Policies (PRPs), which are available for residential properties in the low- and moderate-risk zones and concluded that the next year's outreach should focus on

encouraging citizens to keep flood insurance if their property is remapped into the low- and moderate-risk zones.

The committee discussed the various outreach projects that were included in the adopted PPI. The projects were discussed in great depth; specifically how they were implemented and by whom. Over the past year, the Town and its stakeholders made great progress in getting the messages out and achieving its goals for the program.

The committee discussed the update Flood Insurance Coverage Assessment and Coverage Improvement Plan that will be required in 2020. The Floodplain Administrator was concerned that the data received from FEMA for our community may not fully represent the active policies on the island as we have large number of policies in the private flood insurance market. While it is difficult for the committee to assess whether or not the outcomes desired were achieved, we are confident that the program has helped the community become more educated on flood awareness and better prepared to protect themselves and their property from a flooding event. The committee's goal is to continue to make progress on educating the public about flood awareness.

The committee discussed the changes to floodsmart.gov website and the new ready.gov website. Over the next year, the committee will go through the ready.gov website to look for material that can be added to the PPI Projects and Initiatives Table. The ready.gov website has a plethora of new hurricane preparedness information. The committee suggested reaching out to the local hardware stores, i.e., Grayco and Ace Hardware to create a disaster kit for display at the store.

There were only a few projects that did not get implemented this past year but will be top priority for implementation this year. These include converting the Annual Flood Awareness brochure into Spanish, providing a message on PSD bill statements and some educational presentations at area schools.

The committee also came up with several ideas for projects that will require further research before adding them to the program. These projects will be researched and reviewed over the next year for potential inclusion in the program.

## **NEW OUTREACH PROJECTS**

After reviewing the existing public information efforts that are done by the Town and its stakeholders, the committee decided add pertinent information from the ready.gov website to the program. PPI Projects and Initiatives Table will be updated as appropriate with information found on the ready.gov website

## PPI PROJECTS AND INITIATIVES TABLE

Target Audience	Message	Outcome	Projects	Assignment	Schedule	Stakeholder
1. Entire Island	<p><u>Topic #1.</u> Know your flood hazard</p> <p>Messages: Know what flood zone your property is located in by calling 843-341-4757 or visiting <a href="http://www.hiltonheadislandsc.gov">www.hiltonheadislandsc.gov</a> Be informed of your risk of flood and the hazards associated with it.</p>	<p>People will find out about their possible exposure to flood damage.</p>	Post Elevation Certificates on website	CRS Coordinator, IT Department	Year round	N/A
			Promote NFIP Flood Smart website on Town's website	CRS Coordinator, IT Department	As needed	N/A
			Annual Flood Awareness brochure	CRS Coordinator	Mailed every July, on displays year round at Town Hall, Fire Rescue and the library, on Town's website	Hilton Head Library
		E-subscription messages	Emergency Management Coordinator	Quarterly message and as needed	N/A	
		Flood Awareness Week	CRS Coordinator, Floodplain Manager	Every summer prior to hurricane season	N/A	
		Town's website- wealth of information on this topic	CRS Coordinator, Emergency Management Coordinator, IT Department	Year round and as needed	N/A	
		Website- wealth of information on this topic	FEMA	Year round	FEMA	
		2 Brochures- Flood Risks Nationwide and FloodSmart Online Tools and Resources	CRS Coordinator	On display at Town Hall year round	www.FloodSmart.gov	
		FRE (Flood Risk Evaluator) event- open to public at Town Hall. FRE staff will check elevation certificates, make owners aware of their flood risk, tell them how to retrofit and show how they can lower flood insurance	CRS Coordinator, Building Official, Paul Abrams with FRE	Once a year	SmartVent / FRE	
	<p><u>Topic #2.</u> Insure your property for your flood hazard</p> <p>Messages: To purchase flood insurance talk to a local agent to get the best rate. Everyone should purchase flood insurance. Standard homeowner or commercial policies will not cover damage to structures or contents caused by flooding. You don't have to hold a mortgage in order to purchase flood insurance. If you have a flood</p>	<p>Increase in the number of flood insurance policies.</p>	Promote NFIP Flood Smart website on Town's website	CRS Coordinator, IT Department	As needed	N/A
			Annual Flood Awareness brochure	CRS Coordinator	Mailed every July, on displays year round at Town Hall, Fire Rescue and the library, on Town's website, handed out at events	Hilton Head Library
			E-subscription messages	Emergency Management Coordinator	Quarterly message and as needed	N/A
			Flood Awareness Week	CRS Coordinator, Floodplain Manager	Every summer prior to hurricane season	N/A
			Town Council special meeting on promoting flood insurance	CRS Coordinator	Spring of every year	Town Councilman

1. Entire Island	insurance policy, make sure you also carry contents coverage.		6 FEMA brochures	CRS Coordinator	On display at Town Hall, Fire Rescue and the library year round and on website	FEMA, Hilton Head Library
			Newspaper articles on various flood insurance related topics	Island Packet Newspaper	As needed	Island Packet Newspaper
			Town's website- wealth of information on this topic	CRS Coordinator, Emergency Management Coordinator, IT Department	Year round and as needed	N/A
			Brochure- Flood Insurance Increase	Floodplain Manager	On display at Town Hall year round	N/A
			Website- wealth of information on this topic	FEMA	Year round	FEMA
			Website- wealth of information on this topic	S.C. Sea Grant Consortium	Year round	S.C. Sea Grant Consortium
			Website- information and brochure on flood insurance	Beaufort County Emergency Management Division	Year round	Beaufort County Emergency Management Division
			Brochure – 20 Questions to Ask Your Insurance Agent	Beaufort County Emergency Management Division	On display year round	Beaufort County Emergency Management Division
			Brochure- Contents Coverage	CRS Coordinator	On display at Town Hall year round	www.FloodSmart.gov
			CRS Brochure – Mandatory Purchase of Flood Insurance	CRS Coordinator	On display at Town Hall year round	N/A
			Brochure - Citizens Guide to Emergency Preparedness	Emergency Management Coordinator	On display at Town Hall and Fire Rescue year round and handed out at events, on website	Hilton Head Library, Deep Well
			Brochure – Substantially Improved or Damaged Buildings and the NFIP	Community Development Department	On display at Town Hall and the library year round	Hilton Head Library
			Trainings/presentations here at the Town for staff, realtors, insurance agents, banks, surveyors, contractors	Maria Lamm, SCDNR	As needed	SC DNR
			TV Interview – changes in flood insurance	Floodplain Manager	Once a year (this episode aired 14 times), as needed, year round on WHHI-TV you tube page	WHHI-TV
	<u>Topic #3.</u> Protect people from the hazard.  Messages: Stay clear of standing water, it may be deeper than you think. Turn around, don't drown. Don't drive in flooded waters.	People will not drive in flooded streets.  To have no injuries or fatalities related to a flooding event.	Annual Flood Awareness brochure	CRS Coordinator	Mailed every July, on displays year round at Town Hall, Fire Rescue and the library, on Town's website, handed out at events	Hilton Head Library
		E-subscription messages	Emergency Management Coordinator	Quarterly message and as needed	N/A	

1. Entire Island	Have an emergency plan established in advance to keep your family safe. After a flood, follow proper safety precautions before using your food, water supply and septic system.	Decrease the number of rescues and reduce calls to 911 for non-life threatening emergencies.  Maintain public health throughout the cleanup period after a flood event.	Flood Awareness Week	CRS Coordinator, Floodplain Manager	Every summer prior to hurricane season	N/A
			1 FEMA brochure – Flood Preparation and Safety	CRS Coordinator	On display at Town Hall and Fire Rescue, handed out year round	FEMA, Hilton Head Library
			Business cards	CRS Coordinator	On display at Town Hall and library year round	Hilton Head Library
			“Our Town” Newsletter	Administration Department	Summer of every year	N/A
			Annual home and garden show	CRS Coordinator, Floodplain Manager	March every year	Hilton Head Area Homebuilders Association
			Hurricane conference	Emergency Management Coordinator	Once a year	N/A
			Hargray Phone book-hurricane preparedness information	Hargray Communications	Printed once a year, used year round	Hargray Communications
			Island Packet Hurricane Guide	Island Packet Newspaper	June 1 every year	Island Packet Newspaper
			Newspaper articles on various hurricane and flood hazard topics	Island Packet Newspaper	As needed	Island Packet Newspaper
			Newspaper articles on various hurricane and flood hazard topics	The Bluffton Sun Newspaper	As needed	The Bluffton Sun
			Magazine articles on various hurricane and habitat/wildlife protection topics	Hilton Head Monthly Magazine	Once a year, as needed	Hilton Head Monthly Magazine
			Magazine articles on various hurricane preparedness topics	Celebrate Hilton Head (CH2)	Once a year, as needed	Celebrate Hilton Head (CH2)
			Town’s website- wealth of information on this topic	CRS Coordinator, Emergency Management Coordinator, IT Department	Year round and as needed	N/A
			Website- wealth of information on this topic	FEMA	Year round	FEMA
			Website- wealth of information on this topic	S.C. Sea Grant Consortium	Year round	S.C. Sea Grant Consortium
			Town’s Twitter page	Emergency Management Coordinator	As needed	N/A
			Newsletter	Port Royal POA	Mailed out once a year, e-mail blasted out once a year, and as needed	Port Royal POA
Palmetto Hall Reporter Newsletter	Palmetto Hall POA	Mailed out once a year, and as needed	Palmetto Hall POA			
Website – Disaster Evacuation & Recovery Guide	Palmetto Hall POA	Year round	Palmetto Hall POA			

1. Entire Island			Website-Disaster Evacuation & Recovery Guidelines	Shipyards POA	Year round	Shipyards POA
			Newsletter- Hurricane Preparedness	Long Cove POA	Mailed out once a year, e-mail blasted out once a year, and as needed	Long Cove POA
			Plantation Living Newsletter	Hilton Head Plantation POA	Mailed out once a year, e-mail blasted out once a year, and as needed	Hilton Head Plantation POA
			Website – Hurricane Preparedness Guide	Hilton Head Plantation POA	Year round	Hilton Head Plantation POA
			Hurricane Information Meeting with property owners	Hilton Head Plantation POA	Once a year and as needed	Hilton Head Plantation POA
			Website- information on this topic	Native Island Business and Community Affairs Association www.NIBCAA.org	Year round	NIBCAA
			Website- Hurricane preparedness and drinking water safety	Hilton Head PSD#1	Year round	Hilton Head PSD#1
			Website- Emergency Preparedness Guide and Emergency Evacuation Information brochures	Palmetto Breeze Transportation	Year round	Palmetto Breeze Transportation
			Website- Hurricane and Emergency Preparedness	South Carolina Department of Health and Environmental Control www.scdhec.gov	Year round	SCDHEC
			Website- Hurricane and Emergency Preparedness	American Red Cross Palmetto SC Region	Year round	American Red Cross Palmetto SC Region
			Brochure – Emergency Evacuation Information	Palmetto Breeze Transportation	On displays year round	Palmetto Breeze Transportation
			Website- wealth of information and brochures on hurricane preparedness, warnings and evacuation	Beaufort County Emergency Management Division	Year round	Beaufort County Emergency Management Division
			Brochure – Hurricane Preparedness	Beaufort County Emergency Management Division	On displays year round	Beaufort County Emergency Management Division
			2 Brochures (Safety First- Disaster Preparedness and Flood Cleanup)	Community Development Department	On display at Town Hall year round	International Code Council
			2 Brochures- Hurricane Season Flooding and Flooding: Our Nations' Most Frequent and Costly Natural Disaster	CRS Coordinator	On display at Town Hall year round	www.FloodSmart.gov
			Brochure - Citizens Guide to Emergency Preparedness	Emergency Management Coordinator	On display at Town Hall and Fire Rescue year round and	Hilton Head Library, Deep Well

1. Entire Island					handed out at events and with every presentation on a regular basis, on Town's website	
			Interview with news station	Emergency Management Coordinator	Once a year, as needed	WTOC
			Refrigerator magnets	Fire Marshall and Emergency Management Coordinator	Handed out at events, trainings and on display at Fire Rescue	N/A
			Project WET "Floods" Activity Booklet	CRS Coordinator, Sustainability Coordinator	On display at Town Hall, handed out at events and school presentations	Schools
	<p><u>Topic #4.</u> Protect your property from the hazard.</p> <p>Messages: Retrofit or elevate your home to reduce future drainage problems and flood damage. Store irreplaceable items and valuables in an area safe from flooding. Contact staff at 843-341-4757 to find out if grant assistance is available to help raise your house above the flood level. Contact staff to find out what steps should be taken to protect your property. Raising your furnace and utilities can save you a lot of money the next time it floods. Keep debris and trash out of streams and ditches.</p>	<p>People will retrofit their homes to protect them from flooding.</p> <p>Decrease the amount of structures below the BFE.</p> <p>Less damage to contents due to flooding.</p> <p>Increase the amount of inquiries to staff on retrofitting measures.</p> <p>Reduce the number of calls related to stream obstructions.</p>	Annual Flood Awareness brochure	CRS Coordinator	Mailed every July, on displays year round at Town Hall, Fire Rescue and the library, on Town's website, handed out at events	Hilton Head Library
			E-subscription messages	Emergency Management Coordinator	Quarterly message and as needed	N/A
			Flood Awareness Week	CRS Coordinator, Floodplain Manager	Every summer prior to hurricane season	N/A
			3 FEMA brochures – Build Back Safer and Stronger, Flood Preparation and Safety and Homeowners Guide to Retrofitting	CRS Coordinator	On displays at Town Hall, library and Fire Rescue, handed out year round	FEMA, Hilton Head Library
			Annual home and garden show	CRS Coordinator, Floodplain Manager	March every year	Hilton Head Area Homebuilders Association
			Website- wealth of information on this topic	CRS Coordinator, Floodplain Manager will give the information to post	Year round	Hilton Head Area Homebuilders Association
			Promote NFIP Flood Smart website on Town's website	CRS Coordinator, IT Department	As needed	N/A
			No dumping signs	Stormwater Manager	Year round	N/A
			PSD bill statements	CRS Coordinator , Pete Nardi	Year round	Hilton Head PSD#1
			Website- Hurricane preparedness and protecting water heater	Hilton Head PSD#1	Year round	Hilton Head PSD#1
			Hargray Phone book- hurricane preparedness information	Hargray Communications	Printed once a year, used year round	Hargray Communications
Island Packet Hurricane Guide	Island Packet Newspaper	June 1 of every year	Island Packet Newspaper			
Newspaper articles on various hurricane, flood hazards and other topics	Island Packet Newspaper	As needed	Island Packet Newspaper			

1. Entire Island		Newspaper articles on various hurricane and flood hazard topics	The Bluffton Sun Newspaper	As needed	The Bluffton Sun
		Magazine articles on various hurricane and flood topics	Hilton Head Monthly Magazine	At least once a year, as needed	Hilton Head Monthly Magazine
		Town's website- wealth of information on this topic	CRS Coordinator, Emergency Management Coordinator, IT Department	Year round and as needed	N/A
		Website- wealth of information on this topic	FEMA	Year round	FEMA
		Website- wealth of information on this topic	S.C. Sea Grant Consortium	Year round	S.C. Sea Grant Consortium
		Town's Twitter page	Emergency Management Coordinator	As needed	N/A
		Newsletter	Port Royal POA	Mailed out once a year, e-mail blasted out once a year, and as needed	Port Royal POA
		Palmetto Hall Reporter Newsletter	Palmetto Hall POA	Mailed out once a year, and as needed	Palmetto Hall POA
		Website – Disaster Evacuation & Recovery Guide	Palmetto Hall POA	Year round	Palmetto Hall POA
		Website-Disaster Evacuation & Recovery Guidelines	Shipyards POA	Year round	Shipyards POA
		Plantation Living Newsletter	Hilton Head Plantation POA	Mailed out once a year, e-mail blasted out once a year, and as needed	Hilton Head Plantation POA
		Website – Hurricane Preparedness Guide	Hilton Head Plantation POA	Year round	Hilton Head Plantation POA
		Hurricane Information Meeting with property owners	Hilton Head Plantation POA	Once a year and as needed	Hilton Head Plantation POA
		Website- information on this topic	Native Island Business and Community Affairs Association www.NIBCAA.org	Year round	NIBCAA
		Website- wealth of information and brochures on hurricane preparedness, warnings and evacuation	Beaufort County Emergency Management Division	Year round	Beaufort County Emergency Management Division
		Brochure – Hurricane Preparedness	Beaufort County Emergency Management Division	On displays year round	Beaufort County Emergency Management Division
		Brochure -Safety First- Disaster Preparedness	International Code Council	On display at Town Hall year round	International Code Council
	2 Brochures- Hurricane Season Flooding and Flooding: Our Nations' Most	CRS Coordinator	On display at Town Hall year round	www.FloodSmart.gov	

1. Entire Island			Frequent and Costly Natural Disaster				
			Brochure - Citizens Guide to Emergency Preparedness	Emergency Management Coordinator	On display at Town Hall and Fire Rescue year round and handed out at events and with every presentation on a regular basis, on Town's website	Hilton Head Library, Deep Well	
			Brochure – Substantially Improved or Damaged Buildings and the NFIP	Community Development Department	On display at Town Hall and the library year round	Hilton Head Library	
			Interview with news station	Emergency Management Coordinator	Once a year, as needed	WTOC	
			FRE (Flood Risk Evaluator) event- open to public at Town Hall. FRE staff will check elevation certificates, make owners aware of their flood risk, tell them how to retrofit and show how they can lower flood insurance	CRS Coordinator, Building Official, Paul Abrams with FRE	Once a year	SmartVent / FRE	
		<u>Topic #5.</u> Build responsibly.  Messages: Get a permit from the Town before you build, retrofit or repair your home or business. Please call the permit office at 843-341-4757 with any permitting questions. Know the rules on substantial damage and improvement. Follow Ordinance and Building Code requirements for construction and water quality standards. Use appropriate erosion and sediment control measures during construction.	Property owners will apply for a permit before they start filling or building.  Fewer violation notices issued.  Increase in number of elevation certificates on file with the Town.  Increase in number of structures being built in compliance with codes and regulations.	Annual Flood Awareness brochure	CRS Coordinator	Mailed every July, on displays year round at Town Hall, Fire Rescue and the library, on Town's website, handed out at events	Hilton Head Library
				E-subscription messages	Emergency Management Coordinator	Quarterly message and as needed	N/A
				3 FEMA brochures – Build Back Safer and Stronger, Flood Preparation and Safety and Homeowners Guide to Retrofitting	CRS Coordinator	On display at Town Hall, Fire Rescue and the library year round and on website	FEMA, Hilton Head Library
				Annual home and garden show	CRS Coordinator, Floodplain Manager	March every year	Hilton Head Area Homebuilders Association
				Website- wealth of information on this topic	CRS Coordinator, Floodplain Manager will give the information to post	Year round	Hilton Head Area Homebuilders Association
				Stormwater Kiosk at library	Sustainable Practices Coordinator	Year round	Hilton Head Library
				Town's website- wealth of information on this topic	CRS Coordinator, Emergency Management Coordinator, IT Department	Year round and as needed	N/A
				Website- wealth of information on this topic	FEMA	Year round	FEMA

1. Entire Island			Website-Disaster Evacuation & Recovery Guidelines	Shipyards POA	Year round	Shipyards POA
			Newsletter	Port Royal POA	Mailed out once a year, e-mail blasted out once a year, and as needed	Port Royal POA
			Website – Disaster Evacuation & Recovery Guide	Palmetto Hall POA	Year round	Palmetto Hall POA
			Website – Hurricane Preparedness Guide	Hilton Head Plantation POA	Year round	Hilton Head Plantation POA
			Website- information on this topic	Native Island Business and Community Affairs Association www.NIBCAA.org	Year round	NIBCAA
			2 Brochures – Building Green-Living Better and Benefits of Building Permits	International Code Council	On display at Town Hall year round	International Code Council
			2 Brochures- Hurricane Season Flooding and Flooding: Our Nations’ Most Frequent and Costly Natural Disaster	CRS Coordinator	On display at Town Hall year round	www.FloodSmart.gov
			Brochure - Citizens Guide to Emergency Preparedness	Emergency Management Coordinator	On display at Town Hall, library and Fire Rescue year round and handed out at events, on Town’s website	Hilton Head Library, Deep Well
			3 Brochures- On Line Permitting, Commercial Construction Permitting and Emergency Permitting	Community Development Department	On display at Town Hall year round	N/A
	<u>Topic #6.</u> Protect natural floodplain functions.  Messages: Keep water clean, don’t dump in storm drains and ditches as they lead to waterways. Do not drain pools directly to streams or lagoons. Limit use of fertilizers and pesticides. Scoop the poop- keep pet waste off the beach and from entering waterways. Improve water quality with Green infrastructure. Use appropriate erosion and sediment control measures during construction. Maintain natural buffers along wetlands and the	Reduction in amount of dumping.  Reduction of water pollution and improved water quality.  Fewer violation notices issued.  Increase in protection of natural habitat and wildlife.	3 Brochures – Pet Waste & Water Quality, Landscape and Fertilizer Tips and Saving Water Outdoors	Sustainable Practices Coordinator	On display at Town Hall year round	Neighbors for Clean Water
			Stormwater Kiosk at library	Sustainable Practices Coordinator	Year round	Hilton Head Library, Clemson Extension, Lowcountry Institute, Port Royal Sound Foundation
			No dumping signs	Stormwater Manager	Year round	N/A
			“no dumping, drains to waterways” discs	Stormwater Manager	Year round	Neighbors for Clean Water
			presentations to schools	Sustainable Practices Coordinator	Several times a year to the public	Schools, Coastal Discovery Museum, HHI Audubon, POA’s other organizations
			Summer education camps	Boys and Girls Club	Once a year	Boys and Girls Club

1. Entire Island	beach. Know the benefits of planting more trees. Sea oats and other beach plants help stabilize our sand dunes; enjoy them but don't pick them! Protect the habitat of critical wildlife species. Observe our waterfront wildlife from a distance. Avoid marked turtle nesting areas and leave bird eggs and nests on the beach.		Newspaper articles on various hurricane, flood hazards and other topics such as sea turtle protection	Island Packet Newspaper	As needed	Island Packet Newspaper
			Magazine articles on various hurricane and habitat/wildlife protection topics	Hilton Head Monthly Magazine	At least once a year, as needed	Hilton Head Monthly Magazine
			Town's website- wealth of information on this topic	CRS Coordinator, Emergency Management Coordinator, IT Department	Year round and as needed	N/A
			Sea Turtle Nest Patrol-nests are marked, notices to make public aware of project, monitored every night	Coastal Discovery Museum, Community Development Department	Every night from May-Oct every year	Coastal Discovery Museum
			Piping Plover Monitoring- document # of birds, location of feeding and resting. Signs posted at resting areas to make public aware	Community Development Department, IT Department	Monitors from Nov-March every year	N/A
			Educational land and water tours- Pinckney Island Wildlife Refuge, the beach, salt marsh. Various talks at museum- habitat, ACE basin. Educational programs with school students and youth organizations	Coastal Discovery Museum	Programs occur year round, brochure on programs on display at Town Hall	Coastal Discovery Museum
			Sea Turtle Talk-lecture and walk on the beach	Coastal Discovery Museum	Several times a week from June-Aug every year	Coastal Discovery Museum
			Brochure- The Loggerhead Sea Turtle	Coastal Discovery Museum	On display and handed out year round	Coastal Discovery Museum
			Brochure- The Loggerhead Sea Turtle	Community Development Department	On display at Town Hall year round	N/A
			Piping Plover Monitoring presentations- about project and what public can do to help protect shorebirds	Community Development Department	At least once a year	Hilton Head Island Audubon Society, Coastal Discovery Museum
			Water Quality Monitoring presentations	Stormwater Department, Community Development Department	As needed	Hilton Head Island Audubon Society, Palmetto Dunes Lagoon Committee
			Website- wealth of information on this topic	FEMA	Year round	FEMA
Website- information on Animals in the Environment	Palmetto Hall POA	Year round	Palmetto Hall POA			

1. Entire Island			Website-information on alligators and their habitat, rain gardens, rain barrels, stormwater and pollution and septic systems	Shipyard POA	Year round	Shipyard POA
			Website- blurb on protecting sea turtles	Palmetto Dunes POA	Year round	Palmetto Dunes POA
			Website- information on this topic	Native Island Business and Community Affairs Association www.NIBCAA.org	Year round	NIBCAA
			Broad Creek Cleanup	The Outside Foundation and volunteers	At least once a year	The Outside Foundation
			Brochure – Building Green-Living Better	International Code Council	On display at Town Hall year round	International Code Council
			Annual Flood Awareness brochure	CRS Coordinator	Mailed every July, on displays year round at Town Hall, Fire Rescue and the library, on Town’s website, handed out at events	Hilton Head Library
			DHEC’s adopt a beach program- beach cleanup	DHEC	Year round	Beach Properties, Kappa Alpha Psi, HH High School Science Department, Collins Group Realty, USCB Environmental Club, Sea Pines Resort, Westin Resort
			Educational presentations and projects (rain barrels, soil tunnels, water conservation)	Beaufort Conservation District	Several times a year to various Hilton Head schools	Beaufort Conservation District
			Informational Signs- Jarvis Creek Park, Honey Horn, Fish Haul Park, Broad Creek Boat Ramp, Shelter Cove Park, Surfwatch, Green Shell Park	Community Development Department	Year round	N/A
			Slides on island wildlife and how to protect them- put on hotels and POA TV stations	Community Development Department	Year round	Hilton Head Hotels and POA’s
			Brochure- Backyard Buffers	Community Development Department	On display at Town Hall year round	DHEC
			Brochure- Beach Renourishment Project- Protecting & Sustaining Our Beaches	Community Development Department	On display at Town Hall during renourishment	Hilton Head Chamber of Commerce
		Brochure- Help Prevent Entanglement of marine Mammals and Turtles	Community Development Department	On display at Town Hall year round	NOAA Fisheries	

1. Entire Island			2 Brochures- Septic Systems and Using Riparian Buffers to Protect the Water Quality of Broad Creek	Community Development Department	On display at Town Hall year round	N/A		
			Brochure-Household Hazardous Waste	Community Development Department	On display at Town Hall year round	Water Environment Federation		
			2 Brochures- Share the Beach with South Carolina's Coastal Birds and Shorebirds at Rest	Community Development Department	On display at Town Hall year round	Audubon Society		
			5 Brochures- What is a Rain Barrel, What is a Rain Garden, Septic Systems, Trashing Our Environment, Better Manage Fats, Oil and Grease-Don't Clog our Communities Arteries!	Community Development Department	On display at Town Hall year round	Clemson		
			Website- information on this topic Neighbors For Clean Water	www.neighborsforcleanwater.org	Year round	Neighbors For Clean Water		
			Website- Lights Out for Sea Turtles and GOFER environmental protection Deborah Nettles with PECI	www.palmetto.coop	Year round	Palmetto Electric Coop		
			Island Ambassador Program-certified after attendance of 3 classes - Island Knowledge, Island Culture and Island Ecology. They educate hospitality professionals, library staff, Shore Beach Services, and hotel professionals on natural resources and wildlife in Island Ecology	Keri Olivetti, USCB Event Managementt and Hospitality Training	Year round	University of South Carolina Beaufort		
			Project WET "Floods" Activity Booklet	CRS Coordinator, Sustainability Coordinator	On display at Town Hall, handed out at events and school presentations	Schools		
			<p><u>Topic #7.</u> Disaster Preparedness.</p> <p>Messages: Know your evacuation route. Develop a safety plan for your family in case of evacuation. Assemble a survival kit in advance that has items such as first-aid kit, bottled water, flashlights, batteries, etc. Inventory and photograph your</p>	<p>More families will have evacuation plans and be prepared for a disaster.</p> <p>To have no injuries or fatalities related to a flooding event.</p> <p>Reduction in number of rescues and reduced calls to</p>	Annual Flood Awareness brochure	CRS Coordinator	Mailed every July, on displays year round at Town Hall, Fire Rescue and the library, on Town's website, handed out at events	Hilton Head Library
					E-subscription messages	Emergency Management Coordinator	Quarterly message and as needed	N/A
1 FEMA brochure – Flood Preparation and Safety	CRS Coordinator	On displays at Town Hall, library and Fire Rescue, handed out year round			FEMA, Hilton Head Library			

1. Entire Island	home and its contents and put important papers and insurance policies in a safe place away from potential flooding.	911 for non-life threatening emergencies.  Better prepared to file claims and permits after a disaster.	Annual home and garden show	CRS Coordinator, Floodplain Manager	March every year	Hilton Head Area Homebuilders Association
			promote NFIP Flood Smart website on Town's website	CRS Coordinator, IT Dept.	As needed	N/A
			"Our Town" Newsletter	Administration Department	Summer every year	N/A
			Public Service District outreach	CRS Coordinator , Pete Nardi	Year round	PSD#1
			Flood Awareness Week	CRS Coordinator, Floodplain Manager	Every summer prior to hurricane season	N/A
			Business cards	CRS Coordinator	Year round	Hilton Head Library
			Hurricane conference	Emergency Management Coordinator	Once a year	N/A
			Faith based outreach	Emergency Management Coordinator	Once a year, as needed	Area churches
			Hargray Phone book- hurricane preparedness information	Hargray Communications	Printed once a year, used year round	Hargray Communications
			Island Packet Hurricane Guide	Island Packet Newspaper	June every year	Island Packet Newspaper
			Newspaper articles on various hurricane and flood hazard topics	Island Packet Newspaper	As needed	Island Packet Newspaper
			Newspaper articles on various hurricane and flood hazard topics	The Bluffton Sun Newspaper	As needed	The Bluffton Sun
			Magazine articles on various hurricane and habitat/wildlife protection topics	Hilton Head Monthly Magazine	At least once a year, as needed	Hilton Head Monthly Magazine
			Magazine articles on various hurricane preparedness topics	Celebrate Hilton Head (CH2)	Once a year, as needed	Celebrate Hilton Head (CH2)
			Town's website- wealth of information on this topic	CRS Coordinator, Emergency Management Coordinator, IT Department	Year round and as needed	N/A
			Website- wealth of information on this topic	FEMA	Year round	FEMA
			Website- wealth of information on this topic	S.C. Sea Grant Consortium	Year round	S.C. Sea Grant Consortium
			Town's Twitter page	Emergency Management Coordinator	As needed	N/A
			Summer education camps	Boys and Girls Club	Once a year	Boys and Girls Club
			Newsletter	Port Royal POA	Mailed out once a year, e-mail blasted out once a year, and as needed	Port Royal POA
Palmetto Hall Reporter Newsletter	Palmetto Hall POA	Mailed out once a year, and as needed	Palmetto Hall POA			

1. Entire Island			Website – Disaster Evacuation & Recovery Guide	Palmetto Hall POA	Year round	Palmetto Hall POA
			Website-Disaster Evacuation & Recovery Guidelines	Shipyards POA	Year round	Shipyards POA
			Newsletter- Hurricane Preparedness	Long Cove POA	Mailed out once a year, e-mail blasted out once a year, and as needed	Long Cove POA
			Plantation Living Newsletter	Hilton Head Plantation POA	Mailed out once a year, e-mail blasted out once a year, and as needed	Hilton Head Plantation POA
			Website – Hurricane Preparedness Guide	Hilton Head Plantation POA	Year round	Hilton Head Plantation POA
			Hurricane Information Meeting with property owners	Hilton Head Plantation POA	Once a year and as needed	Hilton Head Plantation POA
			Website- information on this topic	Native Island Business and Community Affairs Association www.NIBCAA.org	Year round	NIBCAA
			Website- Hurricane preparedness and drinking water safety	Hilton Head PSD#1	Year round	Hilton Head PSD#1
			Website- Hurricane and Emergency Preparedness	South Carolina Department of Health and Environmental Control www.scdhec.gov	Year round	SCDHEC
			Owner News – Newsletter- Hurricane preparedness	Dru Brown with Beach Properties of Hilton Head	Once a year, as needed	Beach Properties of Hilton Head
			Website- Emergency Preparedness Guide and Emergency Evacuation Information brochures	Palmetto Breeze Transportation	Year round	Palmetto Breeze Transportation
			Website- Hurricane and Emergency Preparedness	American Red Cross Palmetto SC Region	Year round	American Red Cross Palmetto SC Region
			Brochures – Emergency Evacuation Information	Palmetto Breeze Transportation	On displays year round	Palmetto Breeze Transportation
			Website- wealth of information and brochures on hurricane preparedness, warnings and evacuation, brochure on flood insurance	Beaufort County Emergency Management Division	Year round	Beaufort County Emergency Management Division
			Brochure – Hurricane Preparedness	Beaufort County Emergency Management Division	On displays year round	Beaufort County Emergency Management Division
			Brochure – 20 Questions to Ask Your Insurance Agent	Beaufort County Emergency Management Division	On displays year round	Beaufort County Emergency Management Division
		Brochure - Safety First- Disaster Preparedness	International Code Council	On display at Town Hall year round	International Code Council	

1. Entire Island			2 Brochures- Hurricane Season Flooding and Flooding: Our Nations' Most Frequent and Costly Natural Disaster	CRS Coordinator	On display at Town Hall year round	www.FloodSmart.gov
			Brochure – Pets and Disasters: Get Prepared	American Red Cross	On display at Town Hall year round	American Red Cross
			Brochure - Citizens Guide to Emergency Preparedness	Emergency Management Coordinator	On display at Town Hall and Fire Rescue year round and handed out at events and with every presentation on a regular basis, on Town's website	Hilton Head Library, Deep Well
			Brochure – Emergency Permitting	Community Development Department	On display at Town Hall, Fire Rescue and the library year round and on website	Hilton Head Library
			Interview with news station	Emergency Management Coordinator	Once a year, as needed	WTOC
			Refrigerator magnets	Fire Marshall and Emergency Management Coordinator	Handed out at events, trainings and on display at Fire Rescue	N/A
			Website- Staying Safe in the Storm	Deborah Nettles with PECI www.palmetto.coop	Year round	Palmetto Electric Coop
			Project WET "Floods" Activity Booklet	CRS Coordinator, Sustainability Coordinator	On display at Town Hall, handed out at events and school presentations	Schools
	<u>Topic #8.</u> Coastal Erosion  Messages: Call the Town at 843-341-4757 to find out the hazard of purchasing or building on a beachfront property. Protect the dunes - don't build so close to the beach. Make sure you abide by the beachfront setbacks and buffers.	Reduction in number of flood losses.  Keep the dunes intact so that they function as a protection against damage and destruction.	Annual Flood Awareness brochure	CRS Coordinator	Mailed every July, on displays year round at Town Hall, Fire Rescue and the library, on Town's website, handed out at events	Hilton Head Library
			promote NFIP Flood Smart website on Town's website	CRS Coordinator, IT Department	As needed	N/A
			E-subscription messages	Emergency Management Coordinator	Quarterly message and as needed	N/A
			Annual home and garden show	CRS Coordinator, Floodplain Manager	March every year	Hilton Head Area Homebuilders Association
			Coastal Erosion Hazards brochure	CRS Coordinator	On display at Town Hall, Fire Rescue and the library year round and on website	Hilton Head Library
			Town's website- information on this topic	CRS Coordinator, Emergency Management Coordinator, IT Department	Year round and as needed	N/A
			Website- information on this topic	FEMA	Year round	FEMA

1. Entire Island	<p><u>Topic #9.</u> Flood Warning</p> <p>Messages: Know what processes are in place to inform you of a flood or hurricane warning.</p>	<p>More families will be prepared for a disaster.</p> <p>To have no injuries or fatalities related to a flooding event.</p> <p>Reduction in number of rescues and reduced calls to 911 for non-life threatening emergencies.</p>	Brochure- Coastal Hazards- Personal Safety Guidelines	CRS Coordinator	On display at Town Hall year round	www.weready.org
			Annual Flood Awareness brochure	CRS Coordinator	Mailed every July, on displays year round at Town Hall, Fire Rescue and the library, on Town's website, handed out at events	Hilton Head Library
			E-subscription messages	Emergency Management Coordinator	Quarterly message and as needed	N/A
			Hurricane conference	Emergency Management Coordinator	Once a year	N/A
			Flood Awareness Week	CRS Coordinator, Floodplain Manager	Every summer prior to hurricane season	N/A
			Business cards	CRS Coordinator	Year round	Hilton Head Library
			"Our Town" Newsletter	Administration Department	Summer every year	N/A
			Faith based outreach	Emergency Management Coordinator	Once a year, as needed	Area churches
			Hargray Phone book- hurricane preparedness information	Hargray Communications	Printed once a year, used year round	Hargray Communications
			Island Packet Hurricane Guide	Island Packet Newspaper	June 1 every year	Island Packet Newspaper
			Newspaper articles on various hurricane and flood hazard topics	Island Packet Newspaper	As needed	Island Packet Newspaper
			Newspaper articles on various hurricane and flood hazard topics	The Bluffton Sun Newspaper	As needed	The Bluffton Sun
			Magazine articles on various hurricane and habitat/wildlife protection topics	Hilton Head Monthly Magazine	At least once a year, as needed	Hilton Head Monthly Magazine
			Magazine articles on various hurricane preparedness topics	Celebrate Hilton Head (CH2)	Once a year, as needed	Celebrate Hilton Head (CH2)
			Town's website- wealth of information on this topic	CRS Coordinator, Emergency Management Coordinator, IT Department	Year round and as needed	N/A
			Website- wealth of information on this topic	FEMA	Year round	FEMA
			Website- wealth of information on this topic	S.C. Sea Grant Consortium	Year round	S.C. Sea Grant Consortium
			Town's Twitter page	Emergency Management Coordinator	As needed	N/A
			Newsletter	Port Royal POA	Mailed out once a year, e-mail blasted out once a year, and as needed	Port Royal POA

			Palmetto Hall Reporter Newsletter	Palmetto Hall POA	Mailed out once a year, and as needed	Palmetto Hall POA
			Website – Disaster Evacuation & Recovery Guide	Palmetto Hall POA	Year round	Palmetto Hall POA
			Website-Disaster Evacuation & Recovery Guidelines	Shipyards POA	Year round	Shipyards POA
			Newsletter- Hurricane Preparedness	Long Cove POA	Mailed out once a year, e-mail blasted out once a year, and as needed	Long Cove POA
			Plantation Living Newsletter	Hilton Head Plantation POA	Mailed out once a year, e-mail blasted out once a year, and as needed	Hilton Head Plantation POA
			Website – Hurricane Preparedness Guide	Hilton Head Plantation POA	Year round	Hilton Head Plantation POA
			Hurricane Information Meeting with property owners	Hilton Head Plantation POA	Once a year and as needed	Hilton Head Plantation POA
			Website- information on this topic	Native Island Business and Community Affairs Association www.NIBCAA.org	Year round	NIBCAA
			Website- wealth of information and brochures on hurricane preparedness, warnings and evacuation, brochure on flood insurance	Beaufort County Emergency Management Division	Year round	Beaufort County Emergency Management Division
			Brochure – Hurricane Preparedness	Beaufort County Emergency Management Division	On displays year round	Beaufort County Emergency Management Division
			Brochure - Citizens Guide to Emergency Preparedness	Emergency Management Coordinator	On display at Town Hall and Fire Rescue year round and handed out at events and with every presentation on a regular basis, on Town's website	Hilton Head Library, Deep Well
			Interview with news station	Emergency Management Coordinator	Once a year, as needed	WTOC
			Refrigerator magnets	Fire Marshall and Emergency Management Coordinator	Handed out at events, trainings and on display at Fire Rescue	N/A
			Project WET "Floods" Activity Booklet	CRS Coordinator, Sustainability Coordinator	On display at Town Hall, handed out at events and school presentations	Schools
	<p><u>Topic #10.</u> What happens after the storm?</p> <p>Messages: Find out if it is safe to enter a building after a disaster or</p>	To have no injuries or fatalities related to a flooding or disastrous event.	Annual Flood Awareness brochure	CRS Coordinator	Mailed every July, on displays year round at Town Hall, Fire Rescue and the library, on Town's website, handed out at events	Hilton Head Library

	major flooding event. Get permits before you build back.	Increase in number of structures being repaired or rebuilt with permits.	Door hangers	CRS Coordinator, Disaster Recovery staff	As needed	N/A
			“Our Town” Newsletter	Administration Department	Summer every year	N/A
			Faith based outreach	Emergency Management Coordinator	Once a year, as needed	Area churches
			Business cards	CRS Coordinator	Year round	Hilton Head Library
			E-subscription messages	Emergency Management Coordinator	As needed	N/A
			1 FEMA brochure – Flood Preparation and Safety	CRS Coordinator	On displays at Town Hall, library and Fire Rescue, handed out year round	FEMA, Hilton Head Library
			Flood Awareness Week	CRS Coordinator, Floodplain Manager	Every summer prior to hurricane season	N/A
			Island Packet Hurricane Guide	Island Packet Newspaper	June 1 every year	Island Packet Newspaper
			Newspaper articles on various hurricane and flood hazards	Island Packet Newspaper	As needed	Island Packet Newspaper
			Newspaper articles on various hurricane and flood hazard topics	The Bluffton Sun Newspaper	As needed	The Bluffton Sun
			Magazine articles on various hurricane and flood related topics	Hilton Head Monthly Magazine	At least once a year, as needed	Hilton Head Monthly Magazine
			Magazine articles on various hurricane preparedness topics	Celebrate Hilton Head (CH2)	Once a year, as needed	Celebrate Hilton Head (CH2)
			Town’s website- wealth of information on this topic	CRS Coordinator, Emergency Management Coordinator, IT Department	Year round and as needed	N/A
			Website- wealth of information on this topic	FEMA	Year round	FEMA
			Website- wealth of information on this topic	S.C. Sea Grant Consortium	Year round	S.C. Sea Grant Consortium
			Town’s Twitter page	Emergency Management Coordinator	As needed	N/A
			Website- Hurricane and Emergency Preparedness	American Red Cross Palmetto SC Region	Year round	American Red Cross Palmetto SC Region
Website- Hurricane and Emergency Preparedness	South Carolina Department of Health and Environmental Control <a href="http://www.scdhec.gov">www.scdhec.gov</a>	Year round	SCDHEC			
Newsletter	Port Royal POA	Mailed out once a year, e-mail blasted out once a year, and as needed	Port Royal POA			

			Palmetto Hall Reporter Newsletter	Palmetto Hall POA	Mailed out once a year, and as needed	Palmetto Hall POA
			Website – Disaster Evacuation & Recovery Guide	Palmetto Hall POA	Year round	Palmetto Hall POA
			Website-Disaster Evacuation & Recovery Guidelines	Shipyards POA	Year round	Shipyards POA
			Plantation Living Newsletter	Hilton Head Plantation POA	Mailed out once a year, e-mail blasted out once a year, and as needed	Hilton Head Plantation POA
			Website – Hurricane Preparedness Guide	Hilton Head Plantation POA	Year round	Hilton Head Plantation POA
			Hurricane Information Meeting with property owners	Hilton Head Plantation POA	Once a year and as needed	Hilton Head Plantation POA
			Website- information on this topic	Native Island Business and Community Affairs Association www.NIBCAA.org	Year round	NIBCAA
			Brochure- Flood Cleanup	International Code Council	On display at Town Hall year round	International Code Council
			4 Brochures – After the Flood, Filing Your Flood Insurance Claim, Flooding: Our Nation’s Most Frequent and Costly Natural Disaster and Hurricane Season Flooding	CRS Coordinator	On display at Town Hall year round	www.FloodSmart.gov
			Brochure - Citizens Guide to Emergency Preparedness	Emergency Management Coordinator	On display at Town Hall and Fire Rescue year round and handed out at events and with every presentation on a regular basis, on Town’s website	Hilton Head Library, Deep Well
			Brochures – Emergency Permitting	Community Development Department	On display at Town Hall, Fire Rescue and the library year round and on website	Hilton Head Library
			Refrigerator magnets	Fire Marshall and Emergency Management Coordinator	Handed out at events, trainings and on display at Fire Rescue	N/A
			Website- Staying Safe in the Storm	Deborah Nettles with PECE www.palmetto.coop	Year round	Palmetto Electric Coop
		Increase in the number of flood insurance policies	Refrigerator Magnets	CRS Coordinator	Mailed once a year in the Spring to V Zone properties	N/A
		To have no injuries or fatalities related to a flooding event.	Sea turtle brochure	CRS Coordinator, Code Enforcement Division	Mailed once a year in the Spring to V Zone properties, Code Enforcement mails once a year to beachfront rental properties	N/A

1. V Zone Properties	<u>Topics 2, 3, 6 and 8.</u>	Decrease the number of rescues and reduce calls to 911 for non-life threatening emergencies.	Coastal Erosion Hazards brochure	CRS Coordinator	Mailed once a year in the Fall to V Zone properties	N/A
			Sea Turtle Door Hangers	Code Enforcement Division	Placed on beachfront doors before Sea Turtle season once a year	N/A
		Increase in protection of natural habitat and wildlife from rental community.	Brochure – Why You Need Flood Insurance	FEMA	Mailed once a year in the Summer to V Zone properties	FEMA
		Reduction in number of flood losses.				
		Keep the dunes intact so that they function as a protection against damage and destruction.				
2. Hispanic Population	<u>All ten topics</u>	Help the Spanish population be aware of flood hazards, the importance of flood insurance, how to protect themselves and their property from flood events, disaster preparedness and recovery, etc.	Annual brochure in Spanish	CRS Coordinator	On display at Town Hall, Fire Rescue and the library year round and on website	Hilton Head Library
			Brochure - Citizens Guide to Emergency Preparedness in Spanish	Emergency Management Coordinator	On display at Town Hall, library and Fire Rescue year round and handed out at events, on Town's website	Hilton Head Library, Deep Well
			2 FEMA brochures in Spanish (Flood Preparation and Safety and Why You Need Flood Insurance)	CRS Coordinator	On displays at Town Hall and Fire Rescue Headquarters, handed out year round	FEMA, Hilton Head Library
			Website-brochures on hurricane preparedness and flood insurance in Spanish	Beaufort County Emergency Management Division	Year round	Beaufort County Emergency Management Division
			Brochure – Hurricane Preparedness in Spanish	Beaufort County Emergency Management Division	On displays year round	Beaufort County Emergency Management Division
			Brochure – 20 Questions to Ask Your Insurance Agent in Spanish	Beaufort County Emergency Management Division	On displays year round	Beaufort County Emergency Management Division
			Website – link to Beaufort County Emergency Management Division, with brochures on emergency preparedness and hurricane information in Spanish	Palmetto Breeze Transportation	Year round	Palmetto Breeze Transportation
			Brochure- Family Emergency Preparedness in Spanish	Community Development Department	On display at Town Hall year round	American Red Cross
			Refrigerator magnets in Spanish	Fire Marshall and Emergency Management Coordinator	Handed out at events and trainings	N/A

			Magazine articles on flood hazards, emergency preparedness and hurricane information	CRS Coordinator, Eric Esquivel-La Isla Magazine	Year round	La Isla Magazine
3. Rental Community	<p><u>Topics 2, 3, 4, 6, 7, 9 and 10.</u></p> <p>Messages: Renters should purchase flood insurance for their contents.</p> <p>General flood safety such as turn around, don't drown, stay out of flooded waters, etc.</p> <p>Store irreplaceable items and valuables in an area safe from flooding.</p> <p>Protect habitat of critical wildlife and species.</p> <p>Know your evacuation route. Develop a safety plan for your family in case of evacuation. Assemble a survival kit in advance that has items such as first-aid kit, bottled water, flashlights, batteries, etc.</p> <p>Know what processes are in place to inform you of a flood or hurricane warning.</p> <p>Find out if it is safe to enter a building after a disaster or major flooding event.</p>	<p>Increase in the number of flood insurance policies for non-property owners.</p> <p>Decrease the number of rescues and reduce calls to 911 for non-life threatening emergencies.</p> <p>Less damage to contents due to flooding.</p> <p>Increase in protection of natural habitat and wildlife from rental community.</p> <p>More renters will have evacuation plans and be prepared for a disaster.</p> <p>To have no injuries or fatalities related to a flooding or disastrous event.</p>	Letter to property management companies	CRS Coordinator	Spring of every year	N/A
			Visit to 62 hotels and rental companies to speak about lighting requirements and sea turtle protection	Community Development Department and Code Enforcement Division	Spring of every year	N/A
			Town Council special meeting on promoting flood insurance	CRS Coordinator	Spring of every year	Town Councilman
			Refrigerator Magnets	CRS Coordinator	Year round	Property Management Companies
			Business cards	CRS Coordinator	Given to rental properties Spring every year and on displays year round	Property Management Companies, Hilton Head Library
			Sea turtle brochure	Code Enforcement Division	Mailed once a year prior to Sea Turtle season	N/A
			Sea Turtle Door Hangers	Code Enforcement Division	Placed on beachfront doors once a year prior to Sea Turtle season	N/A
			Annual brochure	CRS Coordinator	Given to rental properties once a year and on displays year round	Property Management Companies, Hilton Head Library
			Vacation Rental News – Newsletter- flood insurance changes	Dru Brown with Beach Properties of Hilton Head	Once a year, as needed	Beach Properties of Hilton Head
			Brochure- The Loggerhead Sea Turtle	Coastal Discovery museum gives to Beach Properties of Hilton Head	Given to rental properties once a year	Beach Properties of Hilton Head, Coastal Discovery museum
			Brochure- Contents Coverage	CRS Coordinator	Given to rental properties in the Fall every year and on displays year round	www.FloodSmart.gov

4. Repetitive Loss Areas	<u>Topics 1, 2, 4 and 5</u>	Increase the amount of flood insurance policies	Letter to properties in mapped repetitive loss areas	CRS Coordinator	Fall of every year	N/A
		Reduce the amount of repetitive flood loss properties and flood insurance claims.				
		Decrease the amount of structures below the BFE.	Annual Flood Awareness brochure	CRS Coordinator	Mailed every July, on displays year round at Town Hall, Fire Rescue and the library, on Town's website, handed out at events	N/A
		Increase the amount of inquiries to staff on retrofitting measures and other flood information.				
		Increase in number of structures being built in compliance with codes and regulations.				
5. Real Estate, Mortgage and Insurance Companies	<u>Topics 1 and 2.</u>	Increase in the number of map information inquiries.	Educational opportunities with area realtors	CRS Coordinator, Floodplain Manager, Kristin Hayrinen with Hub International	Big meeting in August and several throughout the year with individual real estate companies	Hub International, Area realtors and the Hilton Head Area Association of Realtors
		Increase in the number of people utilizing the website for flood information.	Educational opportunities with area insurance companies	Floodplain Manager, Kristin Hayrinen with Hub International	Big two day meeting in May in downtown Bluffton and Lowes	SC Insurance Department
		Increase in the number of people getting flood information assistance from Town staff as well as from real estate, mortgage and insurance companies.	Real Estate Agents Brochure	CRS Coordinator	Given to Realtors to distribute year round	Area realtors and the Hilton Head Area Association of Realtors
			CRS Brochure – Mandatory Purchase of Flood Insurance	CRS Coordinator	Given to Realtors to distribute year round	Area realtors and the Hilton Head Area Association of Realtors
		Increase in the number of flood insurance policies.	2 FEMA brochures on flood insurance(Questions & Answers about Flood Insurance and Help Protect Your Customers New Home)	CRS Coordinator	Given to realtors at trainings year round	Area realtors and the Hilton Head Area Association of Realtors
			SmartVent training on elevation certificates and smart vents	CRS Coordinator, Zack Faulkner	Once a year	Paul Abrams with SmartVent
			Brochure- Flood Insurance Increase	Floodplain Manager	Distributed year round	Area realtors and the Hilton Head Area Association of Realtors
			“Road Show” presentation for DFIRM changes	Floodplain Manager, Kristin Hayrinen with Hub International	As requested by interested companies	Area realtors, mortgage brokers and insurance companies

6. Prospective Buyers	<p><u>Topic #1.</u> Know your flood hazard</p> <p>Messages: Know what flood zone your potential property is located in. Know your flood zone before you buy. Be informed of your potential risk of flood and the hazards associated with it.</p>	<p>Increase in the number of inquiries from prospective buyers asking about the flood designation and flood hazards of a property.</p> <p>Increase in the number of map information inquiries.</p> <p>Increase in the number of people utilizing the Town's website for flood information.</p>	Post Elevation Certificates on website	CRS Coordinator, IT Department	Year round	N/A		
			Promote NFIP Flood Smart website on the Town's website	CRS Coordinator, IT Department	As needed	N/A		
			Flood Disclosure on Purchase Agreements	Area realtors	Year round	Area realtors		
			Website- flood hazard and flood insurance topics	South Carolina Realtors (SCR) <a href="http://www.screaltors.org">www.screaltors.org</a>	Year round	South Carolina Realtors (SCR)		
	<p><u>Topic #2.</u> Insure your property for your flood hazard</p> <p>Messages: To purchase flood insurance talk to a local agent to get the best rate. Everyone should purchase flood insurance. Standard homeowner or commercial policies will not cover damage to structures or contents caused by flooding. You don't have to hold a mortgage in order to purchase flood insurance.</p>	<p>Increase in the number of people getting flood information assistance from Town staff and from realtors.</p> <p>Increase in flood insurance policies.</p>	Flood topics and flood insurance promotion in newsletters and on websites	CRS Coordinator	Year round	Area realtors and the Hilton Head Area Association of Realtors		
			Real Estate Agents Brochure	CRS Coordinator	Given to Realtors to distribute year round	Area realtors and the Hilton Head Area Association of Realtors		
			Website- flood hazard and flood insurance topics	National Association of Realtors <a href="http://www.realtor.org">www.realtor.org</a>	Year round	National Association of Realtors		
			Banks research potential property, if it's in a flood hazard area, requires buyer sign flood hazard notice	Mortgage Lenders Association of Greater Hilton Head	Year round	Mortgage Lenders Association of Greater Hilton Head		
			7. Builders, Contractors, Architects, Surveyors and Landscapers	<p><u>Topics 1, 4, 5, 6, 8 and 10.</u></p> <p>Help the builders, contractors, architects and landscapers be more educated with flood hazards so they can assist their customers with knowing the flood hazards, obtain proper building permits, provide advice on retrofitting, protection of natural habitat, wildlife and dunes, decrease dumping and water pollution and have fewer violations.</p>	SmartVent training on elevation certificates and smart vents	CRS Coordinator, Paul Abrams	Once a year	Paul Abrams with SmartVent
					Educational opportunities	CRS Coordinator, Floodplain Manager	Once a year and as needed	Local builders, contractors, architects, landscapers
Annual home and garden show	CRS Coordinator, Floodplain Manager	March every year			Hilton Head Area Homebuilders Association			
Website- wealth of information on retrofitting, building permits, elevation certificates	CRS Coordinator, Floodplain Manager will give the information to post	Year round			Hilton Head Area Homebuilders Association			
Flood and hurricane information in newsletters and on websites	CRS Coordinator	Year round			Local builders, contractors, architects, landscapers			
No dumping signs	Stormwater Manager	Year round			N/A			
"no dumping, drains to waterways" discs	Stormwater Manager	Year round			Neighbors for Clean Water			
Coastal Erosion Hazards brochure	CRS Coordinator	On display year round			Hilton Head Library			
Flood Awareness Week	CRS Coordinator, Floodplain Manager	Every summer prior to hurricane season	N/A					

8. Property Owners Associations	<u>All ten topics</u>	Educate the POA's and the Native Island POA's so that they can help distribute information to their property owners on being aware of flood hazards, the importance of flood insurance, how to protect themselves and their property from flood events, disaster preparedness and recovery, etc.	Educational presentations on flood hazards, flood awareness, and building responsibly	CRS Coordinator, Floodplain Manager	Once a year to each POA and neighborhood association, and as needed	Area POA's
			Presentations at POA meetings on hurricane preparedness and disaster recovery	Emergency Management Coordinator	Once a year to each POA	Area POA's
			Flood and hurricane information in POA Newsletters and on websites	CRS Coordinator	Year round	Area POA's
9. Private Sector Partners	<u>Topics 7, 9 and 10</u>	To have no injuries or fatalities related to a flooding or disastrous event.  More families will be prepared for a disaster.  Reduction in number of rescues and reduced calls to 911 for non-life threatening emergencies.	Meeting with private sector partners	Emergency Management Coordinator, CRS Coordinator, Engineering Division	Once a year in June and as needed	N/A

## FLOOD RESPONSE PREPARATION PROJECTS

Target Audience			Projects	Assignment	Schedule	Stakeholder	
	<u>Topic #3.</u> Protect people from the hazard.  Messages: Don't enter a flooded building until it has been cleared by an inspector. After a flood, follow proper safety precautions before using your food, water supply and septic system.	To have no injuries or fatalities related to a flooding event.  Decrease the number of rescues and reduce calls to 911 for non-life threatening emergencies.	Door hangers	CRS Coordinator	Staff will distribute in the field after a flood event	N/A	
			E-subscription messages	Emergency Management Coordinator	Released at first flood or hurricane notice and as needed during a storm	N/A	
			Evacuation Door hangers (in Spanish also)	Emergency Management Coordinator	Staff will distribute in the field if an evacuation is ordered	N/A	
	<u>Topic #4.</u> Protect your property from the hazard.  Messages: Mitigate or elevate your home to reduce future flood damage. Contact staff to find out if grant assistance is available.	Maintain public health throughout the cleanup period after a flood event.  Decrease the amount of structures below the BFE.  Increase the amount of inquiries to staff on retrofitting measures.		Press Releases (TV, Radio, Twitter)	Emergency Management Coordinator	Released at first flood or hurricane notice and as needed during a storm	N/A
				Town's website	Emergency Management Coordinator, IT Department	Released at first flood or hurricane notice and as needed during a storm	N/A
				Brochure- Citizen's Guide to Emergency Preparedness (in Spanish also)	Emergency Management Coordinator	Staff will distribute in the field after a flood event. It is also on website	N/A
				Brochures – Emergency Permitting, Homeowners	CRS Coordinator, Community Development Department	Staff will distribute in the field after a flood event	N/A

1. Entire Island		Fewer violation notices issued.	Guide to Retrofitting, Build Back Safer and Stronger, Flood Cleanup, After the Flood, Filing Your Flood Insurance Claim (some in Spanish also)			
	<u>Topic #5.</u> Build responsibly.  Messages: Get a permit from the Town before you build, retrofit or repair your home or business. Mitigate while you repair.	Increase in number of structures being built in compliance with codes and regulations.	Inspection Placards	Community Development Department	Staff will post on doors during damage assessment after a flood event	N/A
	<u>Topic #10.</u> What happens after the storm?  Messages: Find out if it is safe to enter a building after a disaster or major flooding event. Get permits before you build back.	Increase in number of structures being repaired or rebuilt with permits.				



# Items of Interest

October 15, 2019

## TOWN NEWS

- **Flood Mitigation Assistance Grants:** The Federal Emergency Management Agency and the SC Department of Natural Resources announced the application period for Flood Mitigation Assistance grants opened on September 30, 2019. This program provides resources to assist efforts to reduce or eliminate the risk of repetitive flood damage to buildings insured under the National Flood Insurance Program. Applications must be for either a repetitive loss or severe repetitive loss structure. Individual property owners must apply for funding through the Town and the Town submits applications to SCDNR/FEMA for review and consideration. **The application deadline is December 2, 2019.** Interested property owners may contact Marcy Benson, Senior Grants Administrator, at [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov) or 843.341.4689 for more information and an application form.
- Hilton Head Island Fire Rescue recently purchased a new Emergency Management Support Trailer. The trailer will be configured to support multiple functions and events within Fire Rescue and Town Operations. The interior configuration will be developed and installed by Fire Rescue staff. The interior will include two work stations, modular storage, climate control and audio visual equipment.
- The Beaufort County Sheriff's Office recently completed a County-wide public safety radio replacement project, funded by a County Bond. The project replaced all public safety agency portable radios and mobile radios in emergency response apparatus (Police Cars/Fire Engines/Ambulances). Fire Rescue received 98 Hand Held Portable radios and 24 emergency response vehicle mobile radios, at a total cost of \$592,483. This expense will no longer be covered by Beaufort County, and will be added to the capital budget. The life expectancy of the current radios is approximately 10-12 years.



## TOWN MEETINGS

- Planning Commission – Wednesday, October 16, 2019 at 3:00 p.m.
- Public Planning Committee – Thursday, October 24, 2019 at 3:00 p.m.
- Community Services and Public Safety – Tuesday, October 28, 2019 at 9:00 a.m.
- Intergovernmental Committee – Monday, November 4, 2019 at 10:00 a.m.
- Finance & Administrative Committee – Tuesday, November 5, 2019 at 2:00 p.m.
- Town Council Meeting – Tuesday, November 5, 2019 at 4:00 p.m.

## HILTON HEAD ISLAND EVENTS

- U.S. 278 Gateway Corridor Information Session – Thursday, October 17, 2019, 5:00-7:00 p.m. at the Hilton Head Island Branch Public Library
- Lowcountry VegFest 2019 – Saturday, October 19, 2019, 10:00-5:00 p.m. at Shelter Cove Community Park
- 4<sup>th</sup> Annual Food Fest – Saturday, October 19, 2019, 11:00-5:00 p.m. at Gullah Museum of Hilton Head
- Italian American Heritage Festival – Saturday, October 26, 2019, 11:00-4:00 p.m. at Honey Horne
- Concours d' Elegance & Motoring Festival – Saturday, November 2, 2019, 9:00-6:00 p.m. and Sunday, November 3, 2019, 9:00-4:00 p.m. at the Port Royal Golf Club



For more events taking place on the Island, please visit the Town's Office of Cultural Affairs Events page at [www.culturehhi.org/events/](http://www.culturehhi.org/events/)

## **CONSENT AGENDA**

**a. Second Reading of Proposed Ordinance – 2019-22 – Small Wireless Facilities**

Second Reading of Proposed Ordinance 2019-22 to amend Title 16, “The Land Management Ordinance,” of the Municipal Code of the Town of Hilton Head Island, South Carolina, by amending Table 16-4-103.D.2 (Accessory Use/Structure Table), by adding Section 16-4-103.E.10 (Small Wireless Facilities), and by amending and adding Definitions to Section 16-10-105 (General Definitions); and providing for severability and an effective date.

**b. Second Reading of Proposed Ordinance 2019-26 - Transfer of Real Property to the South Carolina Department of Transportation**

Second Reading of Proposed Ordinance 2019-26 of the Town of Hilton Head Island, South Carolina, authorizing the conveyance of real property owned by the Town of Hilton Head Island, South Carolina, under the authority of SC Code Ann. § 5-7-40 (Supp. 2019), and § 2-7-20, Municipal Code of the Town of Hilton Head Island, South Carolina, (1983); and providing for severability and an effective date.



# TOWN OF HILTON HEAD ISLAND

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## *Community Development Department*

**TO:** Stephen G. Riley, ICMA~CM, *Town Manager*  
**VIA:** Shawn Colin, AICP, *Director of Community Development*  
**VIA:** Jennifer Ray, ASLA, *Deputy Director of Community Development*  
**FROM:** Anne Cyran, AICP, *Senior Planner*  
**DATE:** September 19, 2019  
**SUBJECT:** Proposed Ordinance 2019-22 – Small Wireless Facilities

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Town Council made no changes to proposed ordinance 2019-22 as a result of their meeting on September 17, 2019.

**AN ORDINANCE OF THE TOWN OF HILTON HEAD ISLAND**

**ORDINANCE NO. 2019-**

**PROPOSED ORDINANCE NO. 2019-22**

**AN ORDINANCE TO AMEND TITLE 16, “THE LAND MANAGEMENT ORDINANCE,” OF THE MUNICIPAL CODE OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, BY AMENDING TABLE 16-4-103.D.2 (ACCESSORY USE/STRUCTURE TABLE), BY ADDING SECTION 16-4-103.E.10 (SMALL WIRELESS FACILITIES), AND BY AMENDING AND ADDING DEFINITIONS TO SECTION 16-10-105 (GENERAL DEFINITIONS); AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.**

**WHEREAS**, the Town of Hilton Head Island (“Town”) encourages wireless infrastructure investment and wishes to provide a fair and predictable process for the deployment of small wireless facilities while managing rights-of-way in a manner than promotes the interests of the public health, safety and welfare; and

**WHEREAS**, the Town recognizes that small wireless facilities including facilities commonly referred to as small cell and distributed antenna systems are critical to delivering wireless access to advanced technology, broadband, and 9-1-1 services to residences, businesses, and schools within the Town; and

**WHEREAS**, the Town recognizes that small wireless facilities together with high capacity transport medium such as fiber optic cabling may be effectively deployed in rights-of-way; and

**WHEREAS**, this Ordinance is intended to grant municipal consent to use of rights-of-way and establish a standard application process to streamline the issuance of necessary permits in a manner that is not a barrier to competition, and does not unnecessarily delay the implementation and installation of small wireless facilities.

**NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA; AND IT IS HEREBY ORDAINED BY THE AUTHORITY OF THE SAID TOWN COUNCIL, AS FOLLOWS:**

**NOTE: Double-underlined and bold-face typed portions indicate additions to the Municipal Code. ~~Stricken~~ portions indicate deletions to the Municipal Code.**

**Section 1. Amendments.** Title 16 of the Town Code is hereby amended to add Small Wireless Facilities to Table 16-4-103.D.2 (Accessory Use/Structure Table) to read as follows:

Accessory Use/Structure	Special Districts		Residential Districts							Mixed-Use and Business Districts											Use-Specific Conditions		
	C O N	P R	R S F 3	R S F 5	R S F 6	R M 4	R M 8	R M 1	R M 2	C R	S P C	C C	M S	W M U	S S	M F	M V	N C	L C	R D		M E D	I L
Telecommunications Facility, Collocated	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	Sec. 16-4-103.E.9									
<b><u>Small Wireless Facilities</u></b>	<b><u>P C</u></b>	<b><u>P C</u></b>	<b><u>P C</u></b>	<b><u>P C</u></b>	<b><u>P C</u></b>	<b><u>P C</u></b>	<b><u>P C</u></b>	<b><u>P C</u></b>	<b><u>P C</u></b>	<b><u>P C</u></b>	<b><u>P C</u></b>	<b><u>P C</u></b>	<b><u>P C</u></b>	<b><u>Sec. 16-4-103.E.10</u></b>									

Title 16 of the Town Code is hereby amended to add Section 16-4-103.E.10, Small Wireless Facilities, to read as follows:

CHAPTER 4. Use Standards

**Sec. 16-4-103.E.10. - Small Wireless Facilities**

**a. Purpose**

**The purpose of this section is to provide policies and procedures for the placement of *small wireless facilities in covered areas within the jurisdiction of the Town. It is the intent of this section to establish uniform standards including, but not limited to:***

- i. Prevention of interference with the use of streets, sidewalks, alleys, parkways, traffic light poles or other light poles, and other public ways and places;**
- ii. Prevention of visual and physical obstructions and other conditions that are hazardous to vehicular and pedestrian traffic;**
- iii. Prevention of interference with other facilities and operations of facilities lawfully located in *covered areas* or public property;**
- iv. Preservation of the character of neighborhoods where facilities are installed;**
- v. Preservation of the character of historic structures, or historic neighborhoods, including but not limited to such structures or neighborhoods listed on the National Register of Historic Places or locally designated *Historic Districts*; and**
- vi. Facilitation of the rapid deployment of *small wireless facilities* to provide the citizens with the benefits of advanced *wireless services*.**

**b. Definitions.**

**The following shall apply to Sec. 16-4-103.E.10.**

**i. Antenna**

**Communication equipment that transmits or receives electromagnetic radio frequency signals used in the provision of *wireless services* or similar equipment used for the transmission or reception of surface waves.**

**ii. Applicable Codes**

**Uniform building, energy, electrical, plumbing, mechanical, gas, and fire codes in Title 6, Chapter 9 of the South Carolina Code of Laws, local amendments to those codes authorized by state law, and local codes or ordinances which impose requirements defined in Section 16-4-103 of this Ordinance including objective design and concealment standards to regulate location, context, material, color, stealth and concealment standards on a uniform and nondiscriminatory basis.**

**iii. Applicant**

**Any person who submits an *application* to the Town and is a *wireless services provider* or a *wireless infrastructure provider*.**

**iv. Application**

**A request submitted by an *applicant* for a permit to (i) *collocate small wireless facilities*; or, (ii) construct, install, maintain, operate, replace or modify a *utility pole* or *wireless support structure*.**

**v. Cable, Communications, Fiber or Electric Easement**

**An easement, granted to a cable or video service provider, a communications service provider (including without limitation a telephone utility), a fiber optics cable services provider, or an electric services provider created or authorized by state law to provide such services, that runs parallel to and abuts or within a *rights-of-way* and is occupied by existing *utility poles* or *wireless support structures* carrying electric distribution lines, wires, cable, conduit, fiber optic cable for telecommunications, cable or electric service or supporting municipal street lights, or security lights. The term *cable, communications, fiber or electric easement* excludes easements for service drops or lines connecting the customer's premises to the cable, communications, fiber or electrical provider.**

- vi. **Collocate or Collocation**  
**To install, mount, maintain, modify, operate, or replace one or more *wireless facilities* on, under, within, or adjacent to an existing *wireless support structure* or *utility pole* located in *covered areas* within the jurisdiction of the Town.**
- vii. **Covered Areas**  
**The surface of, and the space above and below, any *rights-of-way, ROW, Town rights-of-way, public rights-of-way* and/or *cable, communications, fiber or electric easement* as those terms are defined herein.**
- viii. **Day**  
**Calendar day unless the last day for the Town or an *applicant* to take action under this Ordinance ends on a weekend, holiday, or time when all but Town emergency services are closed due to weather or some unforeseen situation.**
- ix. **Decorative Pole**  
**A *utility pole* specially designed and placed for aesthetic purposes and on which no appurtenances or attachments, other than specially designed informational or directional signage or a temporary holiday or special event attachments, have been placed or are permitted to be placed according to nondiscriminatory municipal practices.**
- x. **Design District**  
**An area that is zoned, or otherwise designated by municipal ordinance, and for which the Town maintains and enforces unique design and aesthetic standards on a uniform and nondiscriminatory basis. See Appendix A for Existing Supplemental Review Districts.**
- xi. **Fee**  
**A one-time charge per *application*.**
- xii. **Historic District**  
**An area that is zoned or otherwise designated as a Historic District under municipal, state or federal law and for which the Town maintains and enforces unique design and aesthetic standards on a uniform and nondiscriminatory basis. See Appendix A for Existing Supplemental Review Districts.**

- xiii. Micro Wireless Facility  
A small wireless facility that meets the following qualifications: (i) is not larger in dimension than 24 inches in length, 15 inches in width, and 12 inches in height; and, (ii) any exterior antenna is no longer than 11 inches.
- xiv. Person  
An individual, corporation, limited liability company, partnership, association, trust, or other entity or organization, including the Town.
- xv. Rate  
A recurring charge such as, but not limited to, monthly, quarterly, or annually.
- xvi. Rights-of-Way or ROW or Town Rights-of-Way or Public Rights-of-Way  
An area on, below, or above a roadway, highway, street, sidewalk, pathway, or alley, located in the Town and dedicated to, managed or controlled by the Town, Beaufort County or the State of South Carolina.
- xvii. Small Wireless Facility  
A wireless facility that meets both of the following qualifications: (i) each antenna is located inside an enclosure of no more than six (6) cubic feet in volume, or, in the case of an antenna that has exposed elements, the antenna and all of its exposed elements could fit within an imaginary enclosure of not more than six (6) cubic feet; and (ii) all other wireless equipment associated with the facility is cumulatively no more than twenty-eight (28) cubic feet in volume. The following types of associated ancillary equipment are not included in the calculation of equipment volume: electric meter, concealment elements, telecommunications demarcation box, ground-based enclosures, grounding equipment, power transfer switch, cut-off switch, and vertical cable runs for the connection of power and other services.
- xviii. Supplemental Review District  
An Underground District, Historic District, Design District or other district subject to design and aesthetic requirements and review processes specified in this Ordinance.
- xix. Town-Owned Pole

A utility pole owned or operated by the Town in covered areas, including a utility pole that provides lighting or traffic control functions, or other law enforcement functions, including light poles, traffic signals, and structures for signage; and a pole or similar structure owned or operated by the Town in a covered area that supports only wireless facilities. The term does not include a utility pole owned or operated by and accounted for as an asset of a municipal electric utility.

xx. Transmission Pole

A pole or similar structure that is used in whole or in part to carry electric transmission (as opposed to distribution) lines.

xxi. Underground District

An area that is designated by ordinances, zoning regulations, state law, private deed restrictions, and other public or private restrictions, that prohibit installing above ground structures in a covered area and for which the Town maintains and enforces standards on a uniform and nondiscriminatory basis.

xxii. Utility Pole

A pole or similar structure that is used in whole or in part for the purpose of carrying electric distribution lines or cables or wires for telecommunications, cable or electric service, or for lighting, traffic control devices, traffic control or directional signage, or a similar function regardless of ownership, including Town-owned poles. Such term shall not include structures supporting only wireless facilities, nor shall it include wireless support structures.

xxiii. Wireless Facility

Equipment at a fixed location that enables wireless services between user equipment and a communications network, including: (i) equipment associated with wireless communications; (ii) radio transceivers, antennas, coaxial or fiber-optic cable, regular and backup power supplies, and comparable equipment, regardless of technological configuration. The term includes small wireless facilities. The term does not include the structure or improvements on, under, or within which the equipment is collocated, wireline backhaul facilities, coaxial or fiber optic cable that is between wireless support structures or utility poles or

coaxial or fiber optic cable that is otherwise not immediately adjacent to, or directly associated with, an antenna.

xxiv. Wireless Infrastructure Provider

Any person including a person authorized to provide telecommunications service in the State, that builds, installs or maintains utility poles, wireless communication transmission equipment, wireless facilities or wireless support structures.

xxv. Wireless Services

Any services provided using licensed or unlicensed spectrum, including the use of Wi-Fi, whether at a fixed location or mobile, delivered to the public using wireless facilities.

xxvi. Wireless Services Provider

A person who provides wireless services.

xxvii. Wireless Support Structure

A freestanding structure, such as a monopole or, other existing or proposed structure designed to support or capable of supporting wireless facilities. Such term shall not include a utility pole.

c. Permitted Use, Application Process, and Fees

i. Permitted Use and Consent

Collocation of a small wireless facility on an existing utility pole or wireless support structure, or a new or modified utility pole or wireless support structure installed in a covered area shall be a permitted use, except in Supplemental Review Districts where such facilities are a conditional use, subject to administrative review, conditions and other requirements in Section 16-4-103.

ii. Permit Required

No person shall place a small wireless facility in a covered area without first filing a small wireless facility application and obtaining a permit, except as otherwise provided in this section.

iii. Permit Applications

All small wireless facility applications filed pursuant to this section shall be on a form, paper or electronic, as required by the Town. The applicant may designate

portions of its *application* materials that it reasonably believes contain proprietary or confidential information as “proprietary” or “confidential” by clearly marking each page of such materials accordingly, and the Town shall endeavor to protect materials so designated from public disclosure to the fullest extent permitted by local, state, and federal law.

iv. Application Requirements

The *small wireless facility permit application* shall be made by the *applicant*, or its duly authorized representative as noted in a notarized statement from a *person* with the *applicant* with authority to make such an authorization, and shall contain the following:

- (a) The *applicant’s* name, address, telephone number and e-mail address;
- (b) The facility owner’s name, address, telephone number and e-mail address, if different from *applicant*;
- (c) The names, addresses, telephone numbers and e-mail addresses of all consultants, if any, acting on behalf of the *applicant*;
- (d) A general description of the proposed work and the purposes and intent of the proposed facility, including whether it will be owner-operated or owner-leased. The scope and detail of such description shall be appropriate to the nature and character of the physical work to be performed, with special emphasis on those matters likely to be affected by the physical work proposed;
- (e) Detailed construction drawings of the proposed facility and the related construction work and improvements in the *right-of-way*;
- (f) To the extent the proposed facility involves collocation on a pole, decorative pole, or support structure, a structural report performed by a duly licensed engineer evidencing that the pole, decorative pole, or support structure will structurally support the collocation, or that the pole, decorative pole, or support structure may and will be modified to meet structural requirements, in accordance with applicable codes;

- (g) For any new aboveground facilities, visual depictions or representations of the proposed facilities, to scale, with materials and colors of each element specified;
- (h) A site plan or aerial photo indicating the horizontal and approximate vertical location of the *facility* relative to the boundary of the *right-of-way* and vertical structures within 30 feet of the location identified;
- (i) Verification from an appropriate representative of the *applicant* that the *small wireless facility* shall comply with all *applicable codes*;
- (j) Verification of payment of the annual municipal consent or administrative *fee* for telecommunications companies to use *rights-of-ways* pursuant to Section 58-9-2230;
- (k) Verification of local business license, if applicable;
- (l) Evidence the *applicant* is duly authorized to do business in South Carolina;
- (m) Evidence the *applicant* has received any necessary certificate of public convenience and necessity or other required authority from the South Carolina Public Service Commission or the Federal Communications Commission or evidence that it is not required;
- (n) A copy of an approved South Carolina Department of Transportation encroachment permit and all documents required by SCDOT as part of the encroachment permit *application*, if the proposed location is within an SCDOT *right-of-way*;
- (o) A copy of an approved Beaufort County encroachment permit and all documents required by Beaufort County as part of the encroachment permit *application*, if the proposed location is within a Beaufort County *right-of-way*;
- (p) A copy of a Town of Hilton Head Island encroachment permit *application* and all documents required by the Town of Hilton Head Island as part of the encroachment permit *application*, if the proposed location is within a Town of Hilton Head Island *right-of-way*; and

(q) If the proposed location is outside of a SCDOT *right-of-way*, a statement that the *applicant* has a lease, attachment agreement or other authorization from the owner of the *utility pole* or structure proposed for *collocation*.

v. Routine Maintenance and Replacement

An *application* shall not be required for:

- (a) Routine maintenance; or
- (b) The replacement of a *small wireless facility* with another *small wireless facility* that is substantially similar or smaller in size, weight, and height; and
- (c) The replacement of a *small wireless facility* with another *small wireless facility* that is substantially similar in color and design; or
- (d) The installation, placement, maintenance, operation, or replacement of *micro wireless facilities* that are strung on cables between existing *utility poles* and/or *wireless support structures* in compliance with the National Electrical Safety Code by a *wireless services provider* or a *wireless infrastructure provider* that is authorized to occupy the *rights-of-way* and that is remitting a consent, franchise, or administrative *fee* pursuant to S.C. Code Ann. § 58-9-2230.

vi. Information Updates

Any amendment to information contained in a permit *application* shall be submitted in writing to the Town within ten (10) business *days* after the change necessitating the amendment.

vii. Consolidated Application

An *applicant* seeking to *collocate* multiple *small wireless facilities* may, at the *applicant's* discretion, file a consolidated *application* and receive a single permit for up to twenty (20) *small wireless facilities*. Provided, however, the Town's denial of any site or sites within a single *application* shall not affect other sites submitted in the same *application*. The Town shall grant a permit for any and all sites in a single *application* that it does not deny subject to the requirements of this section.

viii. Application Fees

Unless otherwise provided by law, and except as to telecommunication companies exempted pursuant to S.C. Code § 58-9-2230, all applications for permits pursuant to this section shall be accompanied by a fee of \$100.00 for each small wireless facility, except that the fee for small wireless facilities addressed in a consolidated application shall be \$100.00 each for the first five small wireless facilities and \$50.00 for each additional small wireless facility up to a maximum of twenty (20) small wireless facilities. For clarity, any applicant that pays either a franchise, consent fee, or administrative fee pursuant to the requirements of S.C. Code § 58-9-2230 shall not be required to pay any building permit fee, zoning permit fee, encroachment fee, degradation fee, or any other fee assessed on a telecommunications provider for its occupation of or work within the right-of-way.

ix. Interference with Public Safety Equipment

A small wireless facility shall be operated and maintained in a manner that does not interfere with public safety (police, traffic control, fire and emergency services) equipment.

d. Action on Permit Application

i. Review of Small Wireless Facility Applications

The Town shall review the application for a small wireless facility permit for conformity with applicable requirements of this section, and shall issue a permit on nondiscriminatory terms and conditions subject to the following requirements:

- (a) Within ten (10) days of receiving an application, the Town must determine and notify the applicant whether the application is complete; or if an application is incomplete, the Town must specifically identify the missing information.
- (b) Make its final decision to approve or deny the application within sixty (60) days of submission of a completed application.
- (c) Notify the applicant in writing of its final decision, and if the application is denied, specify the basis for a denial, including citations to federal, state or local code provisions and/or statutes on which the denial was based.

(d) Notwithstanding an initial denial, the applicant may cure the deficiencies identified by the Town and resubmit the application within thirty (30) days of the denial, and the Town shall approve or deny the revised application within thirty (30) days of receipt of it. The subsequent review by the Town shall be limited to the deficiencies cited in the original denial.

ii. Review Deadline

If the Town fails to act on an application within the sixty (60) day review period (or within the thirty (30) day review period for an amended application), the applicant may provide notice that the time period for acting has lapsed and the application is then deemed approved.

iii. Review of Eligible Facilities Requests

Notwithstanding any other provisions of this section, the Town shall approve and may not deny applications that constitute eligible facilities requests for modification of an eligible support structure that does not substantially change the physical dimensions of such structure as provided in 47 CFR 1.40001, within sixty (60) days according to the procedures established under 47 CFR 1.40001(c).

iv. Compensation

Subject to the limitations set forth herein, every permit shall include as a condition the applicant's agreement to pay such lawful franchise fees, business license taxes, administrative fees and consent fees as are permitted under applicable South Carolina and federal law. The applicant shall also pay all applicable ad valorem taxes, service fees, sales taxes, or other taxes and fees as may now or hereafter be lawfully imposed on other businesses within the Town.

e. Requirements for Small Wireless Facilities in Covered Areas

i. Administrative Review

The Town shall perform an administrative review of permit applications including the location or installation of new, modified, or replacement utility poles and/or wireless support structures and the attachment of wireless facilities and equipment on utility poles or wireless support structures. Review factors, in addition to location, shall include the size, shape, color, texture, and materials of the structures and attachments.

- (a) The Town may require a proposed *wireless facility* be designed to not be significantly more readily apparent or plainly visible (to a reasonable *person of ordinary sensibilities*) from *covered areas* than existing utility structures, poles and equipment located within five hundred (500) linear feet on the same *covered area* as the subject *utility pole* or *wireless support structure*.
  - (b) Where *small wireless facilities* are determined to be appropriate, the use of reasonable stealth and concealment treatments, low profile equipment and control boxes, and screening may be required to avoid significant negative impacts on the character and visual aesthetics of the area. However, such requirements may be waived by the Town upon a showing that the particular location of a *small wireless facility* does not warrant stealth or concealment treatments or imposes an excessive expense. The waiver shall be granted or denied within forty-five (45) days after the date of the request.
  - (c) Supplemental Review Districts identified in Section 16-4-103 and listed in Appendix A may be subject to a higher level of review.
- ii. Maximum Size of Permitted Use
- (a) The height of an *antenna* of a *collocated small wireless facility* shall be limited to the greater of ten (10) feet above (i) the height of an existing or modified *utility pole* or *wireless support structure*; or (ii) the height of a new *utility pole* or *wireless support structure* as provided in (b) below.
  - (b) The height of a new or modified *utility pole*, or *wireless support structure* is limited to the greater of (i) the tallest *utility pole*, excluding *transmission poles*, or *wireless support structure* located in the same *covered area*, measured from grade, in place within five hundred (500) linear feet on the same *covered area* as the subject *utility pole* or *wireless support structure* as of the effective date of this Ordinance; or (ii) in the absence of any such *utility pole* or *wireless support structure*, either (i) forty (40) feet in any area zoned exclusively for single family residential use, unless a waiver is granted for good cause shown, or (ii) fifty (50) feet in any other area.

(c) Collocation is not allowed on a decorative pole less than twenty (20) feet in height.

iii. Supplemental Review Districts

Collocated small wireless facilities and new or modified utility poles or wireless support structures located in supplemental review districts shall be a conditional use and subject to the design and aesthetic requirements and review processes for structures specified in this Ordinance establishing the supplemental district(s) in addition to the requirement of this Ordinance, provided that the Town will work in good faith with the applicant to accommodate the installation of collocated small wireless facilities and new or modified utility poles or wireless support structures in supplemental review districts to the fullest extent practicable. The Town reserves its right to maintain and implement the following types of supplemental review districts.

(a) Underground Districts

A wireless services provider or a wireless infrastructure provider shall comply with nondiscriminatory requirements that prohibit electric utilities, telecommunications or cable providers from installing above-ground structures in the covered area in these districts. Nothing in this section shall prohibit the use or replacement of existing utility poles or wireless support structures in underground districts for the collocation of small wireless facilities subject to administrative review by the zoning administrator, appropriate design and concealment and a finding that such use does not increase the height by more than three (3) feet.

(b) Historic and Design Districts

As a condition for approval of new small wireless facilities or new wireless support structure in a Historic District or a Design District, the Town may require that a wireless services provider or a wireless infrastructure provider comply with the design and aesthetic standards of the Historic District or Design District to minimize the impact to the aesthetics in a Historic District or on a Design District's decorative poles. If design and concealment treatments are determined on review by the Town to be insufficient to

mitigate harm to the *Historic District* or *Design District*, the application may be denied.

This section may not be construed to limit a municipality's authority to enforce historic preservation zoning regulations consistent with the preservation of local zoning authority under 47 U.S.C. Section 332(c)(7), the requirements for facility modifications under 47 U.S.C. Section 1455(a), or the National Historic Preservation Act of 1966 (54 U.S.C. Section 300101 et seq.), and the regulations adopted to implement those laws.

iv. Appeals, Special Exceptions and Variance Requirements

Appeals of administrative decisions and requests for special exceptions and variances from the provisions of this section, when strict application would result in an unnecessary hardship or in the inability to deploy needed *small wireless facilities*, shall be heard and decided by the Board of Zoning Appeals or equivalent board for architectural, design or historical district reviews. An applicant seeking a Special Exception to construct a new *decorative pole, utility pole or other wireless support structure to collocate a small wireless facility in an Underground District* shall demonstrate, including certification through an engineer, that it has diligently attempted to locate the proposed *decorative pole, utility pole, wireless support structure, or small wireless facility* outside of the *Underground District* and that placement of the *decorative pole, utility pole, wireless support structure, or small wireless facility* within the *Underground District* is necessary to provide the needed wireless coverage or capacity, and one or more of the following conditions exist supporting a Special Exception:

(a) No existing *utility pole or wireless support structure* is located within the location search radius or to the extent a *utility pole or wireless support structure* is located within the search radius, such *utility pole or wireless support structure*:

(i) Is not available for *collocation* under commercially reasonable rates, terms, and conditions;

- (ii) Cannot accommodate the *collocation* of the *small wireless facility* and meet the technical requirements necessary to deliver adequate wireless service coverage or capacity; or
- (iii) Would require modifications exceeding the three (3) feet height limitation imposed in Section 16-4-103.
- (b) The only available option to deliver adequate wireless service coverage or capacity in the search radius requires modifications to an existing *utility pole* or *wireless support structure* exceeding the three (3) feet height limitation imposed in Section 16-4-103 or the installation of a new *utility pole* or *wireless support structure* for *collocation* of a *small wireless facility*,  
or
- (c) The *applicant* has demonstrated other circumstances that, in the reasonable discretion of the Board of Zoning Appeals, warrant a special exception or variance.

The *applicant* shall abide by the design, stealth and concealment treatments imposed as conditions of the special exception.

v. Existing Supplemental Review Districts

Supplemental Review Districts approved by the Town as of the effective date of this Ordinance are listed in Appendix A. The Code provisions authorizing the district, applicable design guidelines or manual, review authority and appeal jurisdiction are specified in Appendix A. Nothing in this Ordinance shall prohibit or otherwise limit the Town from establishing additional supplemental review districts, provided however, that facilities and structures for which a permit was approved or deemed approved pursuant to this Ordinance prior to the establishment of the additional supplemental review district remain subject to the provisions of this Ordinance, including routine maintenance and replacement of those facilities and structures as set out in Section 16-4-103 of this Ordinance, and not to any provisions otherwise applicable to the additional supplemental review district. If a *wireless services provider* or a *wireless infrastructure provider* voluntarily replaces such facilities in a manner that does not comply with Section 16-4-103 of this Ordinance, or if a *wireless services*

provider or a wireless infrastructure provider voluntarily relocates such facilities, such replacement or relocation is subject to the then-existing provisions and requirements of the additional supplemental review district.

(f) Repair of Damage

A wireless services provider or a wireless infrastructure provider shall repair all damage to a Town right-of-way directly caused by the activities of the wireless services provider or the wireless infrastructure provider, while occupying, installing, repairing, or maintaining wireless facilities, wireless support structures, Town utility poles, or utility poles and to return the right-of-way to its functional equivalence before the damage. If the wireless services provider or the wireless infrastructure provider fails to make the repairs required by the Town within forty-five (45) days after written notice, unless the Town and the wireless services provider or the wireless infrastructure provider agree in writing to a longer time period, the Town may undertake those repairs and charge the applicable party the reasonable and documented cost of the repairs. The Town may maintain an action to recover the costs of the repairs.

f. Effect of Permit

i. Authority Granted: No Property Right or Other Interest Created

A permit from the Town authorizes an applicant to undertake only certain activities in accordance with the Ordinance, and does not create a property right or grant any authority whatsoever to the applicant to impinge upon the rights of others who may already have an interest in the covered area.

ii. Duration

Unless construction has actually begun and is diligently pursued to completion at that point, no permit for construction issued under this Ordinance shall be valid for a period longer than twelve (12) months unless both Town and applicant agree to a reasonable extension and all required Fees are paid for the term regardless of construction. The inability of the applicant to obtain electrical power or backhaul transport services to serve the wireless facility such that it is operational within the twelve (12) months due to the action or inaction of third-party utility providers shall not result in the invalidity of the permit.

**g. Removal, Relocation, or Modification of a Small Wireless Facility in the Right-of-Way.**

**i. Notice**

**Within ninety (90) days following written notice from the Town, a wireless services provider or a wireless infrastructure provider shall, at its own expense, protect, support, temporarily or permanently disconnect, remove, relocate, change or alter the position of any wireless facilities or wireless support structures within the rights-of-way whenever the Town, in its reasonable discretion, has determined that such removal, relocation, change or alteration, is reasonably necessary for the construction, repair, maintenance, or installation of any Town improvement in or upon, or the operations of the Town in or upon, the rights-of-way.**

**ii. Emergency Removal or Relocation of Facilities**

**The Town retains the right to cut or move any wireless facility or wireless support structure located within its rights-of-way as the Town, in its reasonable discretion, may determine to be necessary, appropriate, or useful in response to any public health or safety emergency. If circumstances permit, the Town shall notify the wireless services provider or the wireless infrastructure provider and provide opportunity to move its own wireless facilities or wireless support structure prior to the Town cutting or removing a wireless facility or wireless support structure and the Town shall notify the wireless services provider or the wireless infrastructure provider after cutting or removing a wireless facility.**

**iii. Abandonment of Facilities**

**Upon abandonment of a wireless facility or wireless support structure within the Town rights-of-way, the wireless services provider or the wireless infrastructure provider shall notify the Town within ninety (90) days of such abandonment. Following receipt of such notice the Town may direct the wireless services provider or the wireless infrastructure provider to remove all or any portion of the wireless facility or wireless support structure if the Town, in its sole discretion, determines that such removal will be in the best interests of the public health, safety, and welfare.**

iv. Abandonment by Inaction

At any point when a wireless services provider or the wireless infrastructure provider fails to pay any required fee, or annual payment to the Town, and fails to respond within sixty (60) days to a written inquiry from the Town as to whether the wireless services provider or the wireless infrastructure provider intends to continue to operate a wireless facility or wireless support structure, for whatever reason, the wireless facility shall be deemed abandoned and the Town may, at its sole option, remove all or any portion of the wireless facility or wireless support structure, or take other action as authorized by law, including recovery of actual costs incurred in removing the wireless facility or wireless support structure.

h. Attachment to Town-Owned Utility Poles in the Covered Areas

i. Annual Rate

The rate to place a small wireless facility on a Town-owned pole in covered areas shall be fifty (\$50.00) dollars per year per wooden pole or two hundred (\$200.00) dollars per year for all other Town-owned poles. This rate is in addition to reimbursement to the Town for any expenses for make-ready work. The Town reserves the right to require a pole attachment agreement to further define the terms and conditions of attachments to Town-owned poles. The rates specified in this section shall not apply to poles owned, or operated and accounted for as an asset of, a municipal electric utility.

ii. Cease Payment

A wireless services provider or the wireless infrastructure provider is authorized to remove its facilities at any time from a Town-owned pole in covered areas and cease paying the annual rate to the Town as of the next due date for payment following the removal.

iii. Make-Ready

For Town-owned utility poles in covered areas, the applicant shall reimburse the Town for expenses for any reasonable make-ready work. The Town shall provide a good faith estimate for any make-ready work necessary to enable the pole to support the requested small wireless facility, including pole replacement if

necessary, within sixty (60) days after receipt of a completed request. Make-ready work including any pole replacement shall be completed within sixty (60) days of written acceptance of the good faith estimate by the wireless services provider or the wireless infrastructure provider.

iv. Municipal Utilities Excluded

Nothing in this section shall be construed to affect the authority of a municipal electric utility to deny, limit, restrict, or determine the rates, fees, terms, and conditions for the use of or attachment to a utility pole owned, or operated and accounted for as an asset of, a municipal electric utility.

**Section 2. Severability.**

In the event any title, subtitle, section, subsection, subdivision, paragraph, subparagraph, item, sentence, clause, phrase, or work of this Ordinance is declared or adjudged to be invalid or unconstitutional, such declaration or adjudication shall not affect the remaining portions of the Ordinance which shall remain in full force and effect as if the portion so declared or adjudged invalid or unconstitutional was not originally a part of this Ordinance.

**Section 3. Effective Date.**

This Ordinance shall be effective upon its adoption by the Town Council of the Town of Hilton Head Island, South Carolina.

**PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND ON THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2019.**

THE TOWN OF HILTON HEAD  
ISLAND, SOUTH CAROLINA

\_\_\_\_\_  
John J. McCann, Mayor

ATTEST:

\_\_\_\_\_  
Krista M. Wiedmeyer, Town Clerk

First Reading:  
Second Reading:

APPROVED AS TO FORM:

\_\_\_\_\_  
Curtis L. Coltrane, Town Attorney

Introduced by Council Member: \_\_\_\_\_

## **APPENDIX A**

Existing Supplemental Review Districts:

1. Corridor Overlay (COR) District (Sec. 16-3-106.F)

**AN ORDINANCE OF THE TOWN OF HILTON HEAD, SOUTH CAROLINA, AUTHORIZING THE CONVEYANCE OF REAL PROPERTY OWNED BY THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, UNDER THE AUTHORITY OF S. C. CODE ANN. § 5-7-40 (SUPP. 2019), AND § 2-7-20, MUNICIPAL CODE OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, (1983); AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.**

**LEGISLATIVE FINDINGS**

WHEREAS, The Town of Hilton Head Island, South Carolina owns real property located on U. S. Highway 278, being a part of Jenkins Island, and which is more particularly known and described as:

All those certain pieces, parcels or lots of land, lying and being on Jenkins Island, Beaufort County, South Carolina, consisting of 50.395 acres and 30.694 acres, and which are shown and described on that certain Plat entitled "ALTA/ASCM Land Title Survey of Skull Creek Point, A Section of Jenkins Island," with said Plat being dated December 16, 1993, prepared by Terry G. Hatchell, SCRLS Number 11059, and recorded in the Office of the Register of Deeds for Beaufort County, South Carolina, 48 at Page 57.

All that certain piece, parcel or lot of land, lying and being on Jenkins Island, Beaufort County, South Carolina, consisting of 5.00 acres, and which is shown and described on that certain Plat entitled "ALTA/ASCM Land Title Survey of Skull Creek Point, A Section of Jenkins Island," with said Plat being dated December 16, 1993, prepared by Terry G. Hatchell, SCRLS Number 11059, and recorded in the Office of the Register of Deeds for Beaufort County, South Carolina, 48 at Page 57.

(A copy of the Plat recorded in the Office of the Register of Deeds for Beaufort County, South Carolina, in Plat Book 48 at Page 57 is attached hereto as Exhibit "A")

WHEREAS, The South Carolina Department of Transportation is planning to expand U. S. Highway 278 in The Town of Hilton Head Island, South Carolina, from Squire Pope Road west to the municipal limits of The Town of Hilton Head Island, South Carolina; and,

WHEREAS, The South Carolina Department of Transportation has requested a donation of real property from The Town of Hilton Head Island, South Carolina, to facilitate the expansion of U. S. Highway 278; and,

WHEREAS, the requested donation of real property is for a total of 4.716 acres, which is shown on the drawings attached hereto as Exhibit “B”; and,

WHEREAS, the Town Council for The Town of Hilton Head Island, South Carolina, finds that the planned expansion of U. S. Highway 278 from Squire Pope Road west to the municipal limits of The Town of Hilton Head Island, South Carolina, is in the best interests of The Town of Hilton Head Island, South Carolina, and its citizens, residents, property owners and visitors; and,

WHEREAS, the Town Council for The Town of Hilton Head Island, South Carolina, finds that the donation of real property to The South Carolina Department of Transportation to facilitate the expansion of U. S. Highway 278 from Squire Pope Road west to the municipal limits of The Town of Hilton Head Island, South Carolina, is in the best interest to The Town of Hilton Head Island, South Carolina, and its citizens, residents, property owners and visitors.

WHEREAS, under the authority of S. C. Code Ann. § 5-7-40 (Supp. 2019), and § 2-7-20, *Municipal Code of the Town of Hilton Head Island, South Carolina*, (1983, As Amended), any conveyance of real property owned by the Town of Hilton Head Island must be authorized by the adoption of an ordinance by the Town Council for the Town of Hilton Head Island, South Carolina.

**NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE TOWN COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, AS FOLLOWS:**

**Section 1. Execution and Delivery of a Deed for the Conveyance of Town Owned Property to The South Carolina Department of Transportation:**

(a) The Mayor and Town Manager are hereby authorized to execute and deliver a deed for 4.716 acres, more or less, of real property owned by The Town of Hilton Head Island, South Carolina, which property is shown on the drawing attached hereto as Exhibit "B," with the conveyance being a portion of the real property that is known and described as follows:

All those certain pieces, parcels or lots of land, lying and being on Jenkins Island, Beaufort County, South Carolina, consisting of 50.395 acres and 30.694 acres, and which are shown and described on that certain Plat entitled "ALTA/ASCM Land Title Survey of Skull Creek Point, A Section of Jenkins Island," with said Plat being dated December 16, 1993, prepared by Terry G. Hatchell, SCRLS Number 11059, and recorded in the Office of the Register of Deeds for Beaufort County, South Carolina, 48 at Page 57.

All that certain piece, parcel or lot of land, lying and being on Jenkins Island, Beaufort County, South Carolina, consisting of 5.00 acres, and which is shown and described on that certain Plat entitled "ALTA/ASCM Land Title Survey of Skull Creek Point, A Section of Jenkins Island," with said Plat being dated December 16, 1993, prepared by Terry G. Hatchell, SCRLS Number 11059, and recorded in the Office of the Register of Deeds for Beaufort County, South Carolina, 48 at Page 57.

(b) The Mayor and Town Manager are authorized to take all other actions as are necessary and proper in order to complete the conveyance of real property described in this Ordinance, including the execution and delivery of any other document that may be needed to complete the conveyance.

**Section 2. Severability:**

If any section, phrase, sentence or portion of this Ordinance is, for any reason, held or deemed to be invalid or unconstitutional by any court of competent jurisdiction, then such section, phrase, sentence or portion shall be deemed a separate, distinct and independent provision and shall not affect the remaining portion thereof.

**Section 3. Effective Date:**

This Ordinance shall become effective upon its adoption by the Town Council for the Town of Hilton Head Island, South Carolina.

**PASSED, APPROVED AND ADOPTED BY THE TOWN COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, ON THIS \_\_\_\_ DAY OF OCTOBER, 2019.**

THE TOWN OF HILTON HEAD ISLAND,  
SOUTH CAROLINA

By: \_\_\_\_\_  
John J. McCann, Mayor

ATTEST: \_\_\_\_\_  
Krista W. Wiedmeyer,  
Town Clerk

First Reading: September 17, 2019

Second Reading: \_\_\_\_\_

Approved as to form: \_\_\_\_\_  
Curtis L. Coltrane

Introduced by Council Member: \_\_\_\_\_

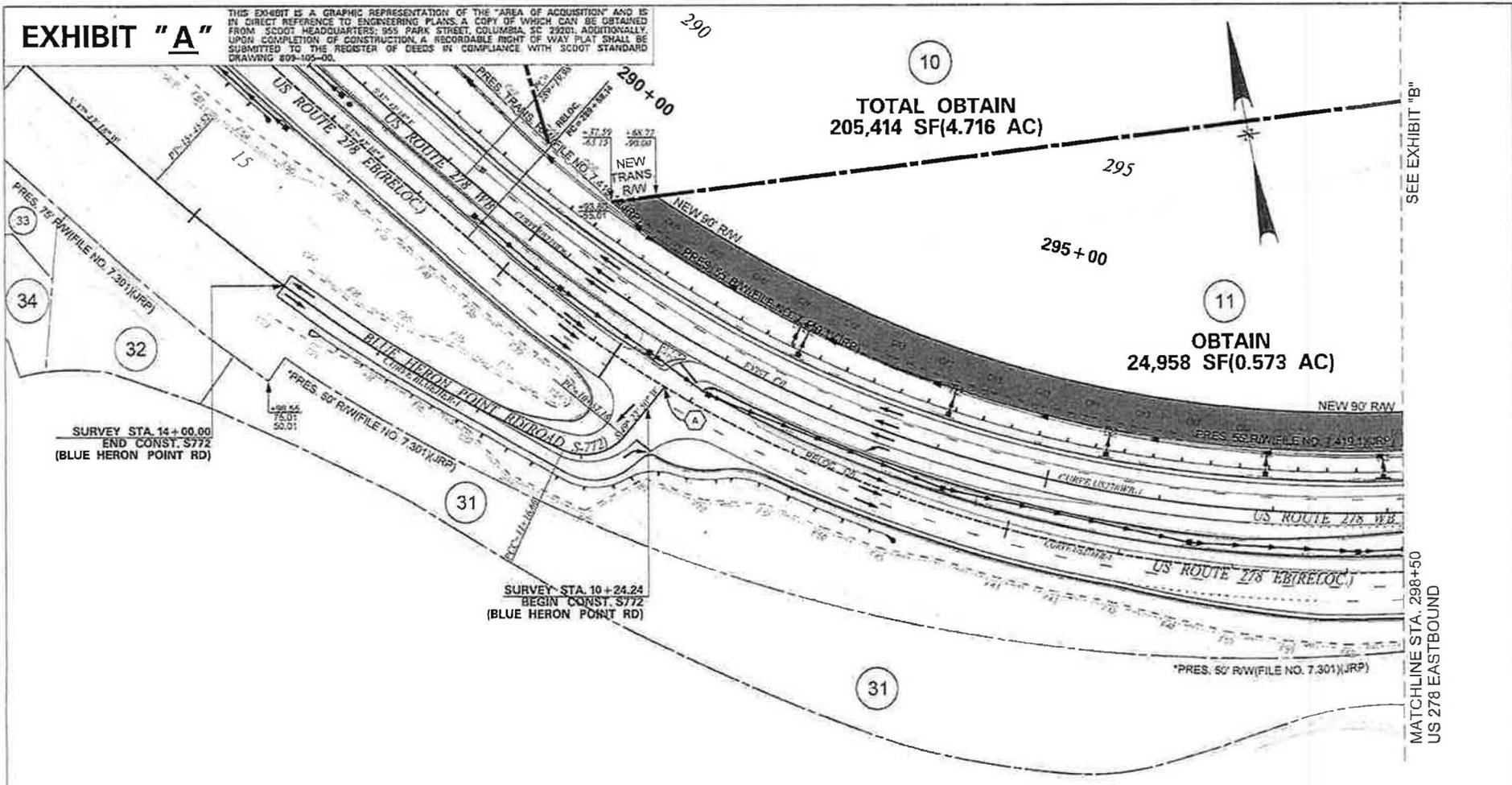
EXHIBIT "A" TO ORDINANCE 2019- 26



EXHIBIT "B" TO ORDINANCE 2019- 26

# EXHIBIT "A"

THIS EXHIBIT IS A GRAPHIC REPRESENTATION OF THE "AREA OF ACQUISITION" AND IS IN DIRECT REFERENCE TO ENGINEERING PLANS, A COPY OF WHICH CAN BE OBTAINED FROM SCOT HEADQUARTERS: 955 PARK STREET, COLUMBIA, SC 29201. ADDITIONALLY, UPON COMPLETION OF CONSTRUCTION, A RECORDABLE RIGHT OF WAY PLAT SHALL BE SUBMITTED TO THE REGISTER OF DEEDS IN COMPLIANCE WITH SCOT STANDARD DRAWING 409-100-04.



TOTAL OBTAIN  
205,414 SF (4.716 AC)

OBTAIN  
24,958 SF (0.573 AC)

SURVEY STA. 14+00.00  
END CONST. S772  
(BLUE HERON POINT RD)

SURVEY STA. 10+24.24  
BEGIN CONST. S772  
(BLUE HERON POINT RD)

### TIE EQUALITY

⊕ POC = 291+74.33 US 278 EASTBOUND RELOC=  
POT = 10+00.73 S772 BLUE HERON POINT ROAD

NOTE:  
PRES. 50' RW (FILE NO. 7.301)  
IS IN REFERENCE TO OLD US RTE. 278  
WHICH RAN PARALLEL TO PRES. US RTE. 278.

RELOCATE CENTERLINE BETWEEN  
US 278 EASTBOUND  
STA. 276+79.20 AND STA. 329+33.61

**SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION**  
AREA OF ACQUISITION FROM TRACTS 10, 11 & 12 Proj ID P032349



PREPARED  
06/17/2019

SCALE 50 0 100 FEET

COUNTY  
BEAUFORT

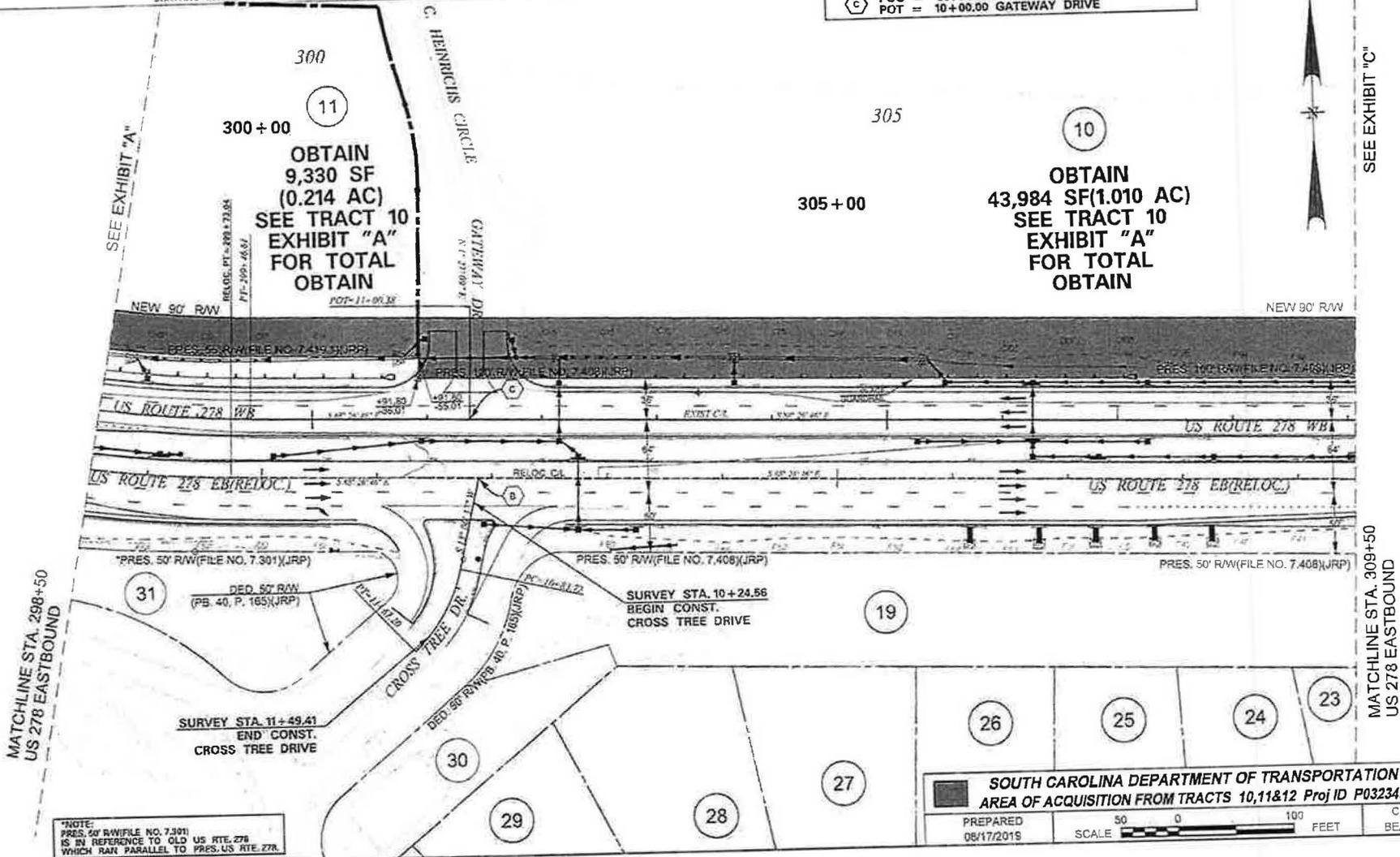
# EXHIBIT "B"

THIS EXHIBIT IS A GRAPHIC REPRESENTATION OF THE "AREA OF ACQUISITION" AND IS IN DIRECT REFERENCE TO ENGINEERING PLANS, A COPY OF WHICH CAN BE OBTAINED FROM SCOTT HEADQUARTERS: 955 PARK STREET, COLUMBIA, SC 29201. ADDITIONALLY UPON COMPLETION OF CONSTRUCTION, A RECORDABLE RIGHT OF WAY PLAT SHALL BE SUBMITTED TO THE REGISTER OF DEEDS IN COMPLIANCE WITH SCOTT STANDARD DRAWING 309-103-50.

RELOCATE CENTERLINE BETWEEN US 278 EASTBOUND STA. 276+79.20 AND STA. 309+33.51

### TIE EQUALITIES

- (B) POC = 301+88.56 US 278 EASTBOUND RELOC=
- POT = 10+03.05 CROSSTREE DRIVE
- (C) POC = 301+37.60 US 278 WESTBOUND=
- POT = 10+00.00 GATEWAY DRIVE



NOTE: PRES. 50' R/W (FILE NO. 7.301) (JRP) IS IN REFERENCE TO OLD US RTE. 278 WHICH RAN PARALLEL TO PRES. US RTE. 278.

**SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION**  
**AREA OF ACQUISITION FROM TRACTS 10,11&12 Proj ID P032349**

PREPARED 08/17/2019

SCALE 1" = 50' 0" 100' FEET

COUNTY BEAUFORT



SEE EXHIBIT "C"

# EXHIBIT "C"

THIS EXHIBIT IS A GRAPHIC REPRESENTATION OF THE "AREA OF ACQUISITION" AND IS IN DIRECT REFERENCE TO ENGINEERING PLANS, A COPY OF WHICH CAN BE OBTAINED FROM SCOT HEADQUARTERS, 355 PARK STREET, COLUMBIA, SC 29201. ADDITIONALLY, UPON COMPLETION OF CONSTRUCTION A RECORDABLE RIGHT OF WAY PLAT SHALL BE SUBMITTED TO THE REGISTER OF DEEDS IN COMPLIANCE WITH SCOT STANDARD DRAWING 802-105-30.

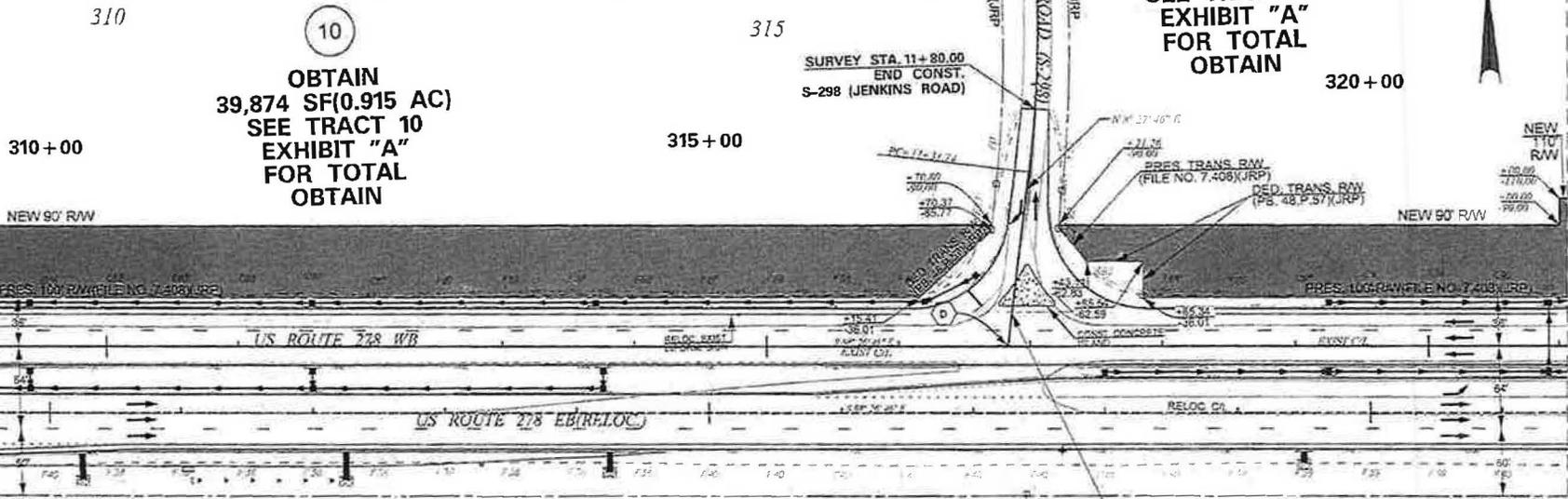
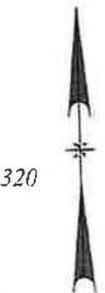
RELOCATE CENTERLINE BETWEEN US 278 EASTBOUND STA. 276+79.20 AND STA. 329+33.61

## TIE EQUALITY

POC = 316+83.07 US 278 WESTBOUND=  
 POT = 10+00.00 S-298 JENKINS ROAD

SEE EXHIBIT "B"

SEE EXHIBIT "D"



# EXHIBIT "D"

THIS EXHIBIT IS A GRAPHIC REPRESENTATION OF THE "AREA OF ACQUISITION" AND IS IN DIRECT REFERENCE TO ENGINEERING PLANS, A COPY OF WHICH CAN BE OBTAINED FROM SCDOT HEADQUARTERS, 955 PARK STREET, COLUMBIA, SC 29201. ADDITIONALLY, UPON COMPLETION OF CONSTRUCTION, A RECORDABLE RIGHT OF WAY PLAT SHALL BE SUBMITTED TO THE REGISTER OF DEEDS IN COMPLIANCE WITH SCDOT STANDARD DRAWING 603-105-00.

RELOCATE CENTERLINE BETWEEN US 278 EASTBOUND STA. 276+79.20 AND STA. 329+32.61

SEE EXHIBIT "C"

325

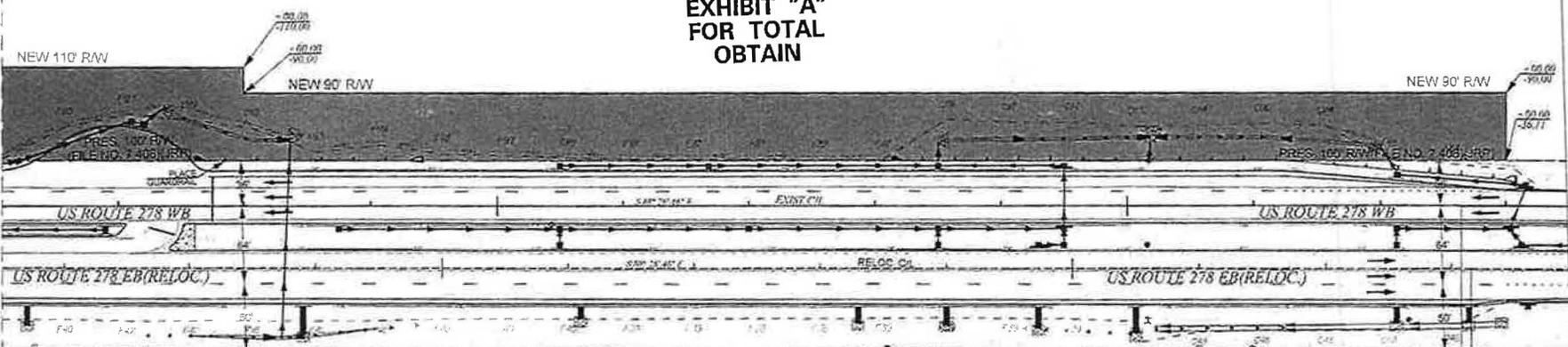
12

330

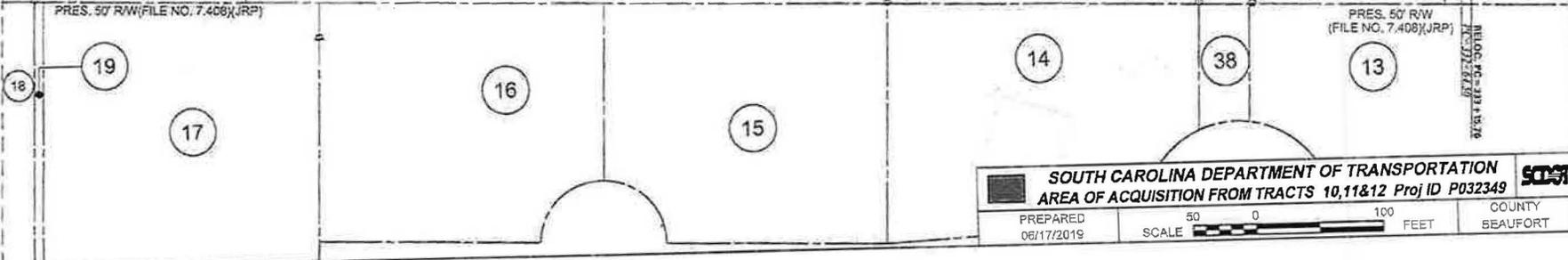
325+00

330+00

**OBTAIN  
68,325 SF (1.569 AC)  
SEE TRACT 10  
EXHIBIT "A"  
FOR TOTAL  
OBTAIN**



MATCHLINE STA. 321+50  
US 278 EASTBOUND



**SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION**  
**AREA OF ACQUISITION FROM TRACTS 10, 11 & 12 Proj ID P032349**

PREPARED 06/17/2019

SCALE 1" = 100' FEET

COUNTY BEAUFORT



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## TOWN OF HILTON HEAD ISLAND

### *Community Development Department*

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**TO:** Stephen G. Riley, ICMA~CM, *Town Manager*  
**VIA:** Shawn Colin, AICP, *Director of Community Development*  
**VIA:** Teri B. Lewis, AICP, *Deputy Director of Community Development*  
**VIA:** Nicole Dixon, CFM, *Development Review Administrator*  
**FROM:** Missy Luick, *Senior Planner*  
**CC:** Jennifer Ray, *Deputy Director of Community Development*  
**DATE:** September 18, 2019  
**SUBJECT:** ZA-001460-2019 –Tidal Bluff Rezoning

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Town Council held the first reading of Proposed Ordinance number 2019-20 at their meeting on September 17, 2019.

As a result of this meeting, Town Council made a motion to approve the first reading of Proposed Ordinance number 2019-20. The motion was approved with a vote of 5-2. No changes have been made since the first reading.

Please contact me at (843) 341-4693 or at [missyl@hiltonheadislandsc.gov](mailto:missyl@hiltonheadislandsc.gov) if you have any questions.

**AN ORDINANCE OF THE TOWN OF HILTON HEAD ISLAND**

**ORDINANCE NO. 2019-**

**PROPOSED ORDINANCE NO. 2019-20**

**AN ORDINANCE TO AMEND TITLE 16, "THE LAND MANAGEMENT ORDINANCE," OF THE MUNICIPAL CODE OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, BY AMENDING SECTION 16-1-107, THE OFFICIAL ZONING MAP WITH RESPECT TO THOSE CERTAIN PARCELS IDENTIFIED AS BEAUFORT COUNTY TAX DISTRICT 510, MAP 5 PARCELS 17, 376, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405 AND 406 TO REZONE THE PARCELS FROM THE RM-4 (LOW TO MODERATE DENSITY RESIDENTIAL) ZONING DISTRICT TO THE RM-12 (MODERATE TO HIGH DENSITY RESIDENTIAL) ZONING DISTRICT.**

**WHEREAS**, on October 7, 2014, the Town Council did adopt a new Land Management Ordinance (LMO); and

**WHEREAS**, this zoning change would be compatible with surrounding land uses and neighborhood character, would not be detrimental to the public health, safety and welfare, and further, would be in conformance with the Land Management Ordinance and Comprehensive Plan; and

**WHEREAS**, the Planning Commission held a public hearing on August 7, 2019 at which time a presentation was made by staff and an opportunity was given for the public to comment on the proposed zoning map amendment application; and

**WHEREAS**, the Planning Commission, after consideration of the staff presentation, public comments and the criteria set forth in Section 16-2-103, voted 5-2 to recommend that Town Council deny the proposed zoning map amendment application; and

**WHEREAS**, after due consideration of said zoning map amendment application and the recommendation of the Planning Commission, the Town Council, upon further review, finds it is in the public interest that the subject parcels be rezoned from RM-4 to RM-12.

**NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, AND IT IS ORDAINED BY THE AUTHORITY OF THE SAID COUNCIL:**

**Section 1. Amendment.** That the Official Zoning Map of the Town of Hilton Head Island, as referred to in Section 16-1-107 of the LMO, be hereby amended to modify the zoning designation of certain parcels identified as Beaufort County Tax District 510, Map 5 Parcels 17, 376, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405 and 406 to change the zoning district from RM-4 (Low to Moderate Density Residential) to RM-12 (Moderate to High Density Residential).

**Section 2. Severability.** If any section, phrase, sentence or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

**Section 3. Effective Date.** This Ordinance shall be effective upon its adoption by the Town Council of the Town of Hilton Head Island, South Carolina.

**PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND ON THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2019.**

THE TOWN OF HILTON HEAD  
ISLAND, SOUTH CAROLINA

\_\_\_\_\_  
John J. McCann, Mayor

ATTEST:

\_\_\_\_\_  
Krista Wiedmeyer, Town Clerk

Public Hearing: August 7, 2019  
First Reading: September 17, 2019  
Second Reading:

APPROVED AS TO FORM:

\_\_\_\_\_  
Curtis L. Coltrane, Town Attorney

Introduced by Council Member: \_\_\_\_\_



**TOWN OF HILTON HEAD ISLAND  
COMMUNITY DEVELOPMENT  
DEPARTMENT**

One Town Center Court	Hilton Head Island, SC 29928	843-341-4757	FAX 843-842-8908
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**STAFF REPORT  
ZONING MAP AMENDMENT**

Case #	Name of Project or Development	Public Hearing Date
ZA-001460-2019	Tidal Bluff	August 7, 2019

Parcel Data & Location	Applicant & Agent
<p><u>Parcel ID:</u> Parcels 17, 376, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405 and 406 on Beaufort County Tax Map 5</p> <p><u>Size:</u> 4.96 Acres</p> <p><u>Address:</u> 2 Tidal Bluff Road</p>	<p>Michael G. Thomas Cordillo TB, LLC 74 Sparwheel Lane Hilton Head Island, SC 29926</p>
Existing Zoning Districts	Proposed Zoning Districts
<p>COR – Corridor Overlay District</p> <p>A-O – Airport Overlay District</p> <p>RM-4 – Low to Moderate Density Residential</p> <p>Density – 6 units per net acre, since the lot is larger than 3 acres (RM-4 allows 4 units per net acre for lots up to 3 acres, 6 units per net acre for lots that are 3 to 5 acres, and 8 units per net acre for lots 5 acres or larger)</p> <p>Maximum height - 35 feet</p>	<p>COR – Corridor Overlay District</p> <p>A-O – Airport Overlay District</p> <p>RM-12 – Moderate to High Density Residential</p> <p>Density – 12 units per net acre, regardless of lot size</p> <p>Maximum height - 45 feet</p>

Application Summary
<p>Michael G. Thomas, on behalf of the Cordillo TB, LLC, is requesting to amend the Official Zoning Map by changing the zoning designation of a developed 4.96-acre parcel located at 2 Tidal Bluff Road. The property is known as the Tidal Bluff development and contains 15 duplexes with associated parking and an access road. The property consists of 31 parcels (30 residential lots and the Tidal Bluff Road right-of-way and open space parcel). The request is to rezone all of the Tidal Bluff parcels from RM-4 (Low to Moderate Density Residential) to RM-12 (Moderate to High Density Residential). The effect of this rezoning will be to increase the available density from 6 units per net</p>

acre to 12 units per net acre.

### Staff Recommendation

Staff recommends the Planning Commission find this application **to be inconsistent with the Town's Comprehensive Plan and does not serve to carry out the purposes of the LMO**, based on those Findings of Facts and Conclusions of Law as determined by the LMO Official and enclosed herein. Even though the application meets several of the criteria, the criteria not met is significant enough for a recommendation of denial for this particular application.

Staff recommends that the Planning Commission recommend *denial* of this application to Town Council.

### Background

The subject property is 4.96 acres and located at the intersection of Dillon Road and Tidal Bluff Road. Currently, the property is zoned RM-4. The RM-4 District allows for bonus density for parcels over 3 acres in size of 6 dwelling units per net acre. Thus, the effective density for the subject property is 6 dwelling units per net acre if the parcel wasn't subdivided.

The subject property is located within the Mitchelville Historic Native Island Neighborhood. The property is bounded to the southeast by the Cotton Hope Plantation (48 dwelling units), to the northwest by seven single-family parcels, to the south by Dillon Road and to the north by Port Royal Sound. The property contains specimen trees and significant stands of trees. The property is approximately 1075' by 202' which is long and narrow. The property is also on the marsh.

Cordillo TB LLC is listed as property owner of record for all of the Tidal Bluff parcels and purchased the property in 2017.

The Tidal Bluff development currently consists of 15 buildings with 2 units per building, totaling 30 residential units. This development was originally approved under the name Dillon Road Duplex and consisted of two phases. The first phase was for 12 units and was approved in December 1997. The second phase was approved in June 1998 for an additional 18 units. At the time of the approvals, the property was zoned M-2 (Community Mixed Use). The M-2 zoning district permitted up to 4 dwelling units per net acre, but if a property was within 500 feet of the critical line, 8 dwelling units per net acre were allowed. This property is located within 500 feet of the critical line and allowed a maximum of 39 units; therefore the 30 existing units were conforming at the time of approval and conformed to the permitted density.

In 1999, with the Ward 1 Master Plan rezoning, the zoning district was changed from M-2 to RM-4. When this rezoning took place, the provision for allowing a greater density if located within 500 feet of the critical line was removed from the density regulations, which caused the Tidal Bluff development to become legally non-conforming.

In 2013, a variance was requested for the Tidal Bluff development (VAR130003) from the Board of Zoning Appeals to modify the use designation from multi-family residential to a single family attached major subdivision. The application submittal in 2013 stated that the reason for the request was because "lenders in the current real estate market prefer to lend to owners whose security is single family residence(s) as opposed to condominium units." The existing legal non-conforming use did not expand or make any changes to the nonconformity, so the use was allowed to continue. The variance was approved on March 25, 2013.

Later in 2013, a subdivision application (SUB130007) was submitted for 30 single-family lots, which was approved on July 1, 2013.

The subject property is zoned RM-4. The RM-4 District allows the following Residential Uses: Group

Living, Multifamily, and Single Family residential uses at a density of four units per net acre for parcels under three acres in size; six units per net acre for parcels between three and five acres in size; and eight units per net acre for parcels that are five acres or larger. Other uses permitted include Public, Civic, Institutional, and Educational uses; Bed and Breakfasts with conditions; conditional Commercial Services; and Other Uses. In the RM-4 District the maximum building height is 35 feet and maximum impervious lot coverage for all development except single family is 35 percent.

The RM-12 District allows Residential Uses; Public, Civic, Institutional, and Educational Uses and some Other Uses. The RM-12 District's maximum residential density is 12 units per net acre regardless of parcel size. In the RM-12 District, the maximum building height is 45 feet and maximum impervious lot coverage for all development except single-family is 35 percent. The subject property is 4.96 acres and if rezoned to RM-12, could have a density of 59 dwelling units.

See Attachment C for the RM-4 District and RM-12 District use tables and specific permitted uses. See Attachment D for a table comparing the RM-4 and RM-12 zoning districts. The adjacent use setbacks and buffers will remain the same between Tidal Bluff, Cotton Hope Plantation and the adjacent single family lots regardless of whether the parcel is zoned RM-4 or RM-12.

Currently and proposed, access to the subject property is from Dillon Road. Electric, sewer, water, cable and refuse collection services are currently available.

Staff has not received any correspondence from the public regarding this Zoning Map Amendment application.

#### **Applicant's Grounds for ZMA**

The applicant has stated interest in rezoning the property in their narrative, Attachment F. The applicant believes a density of 12 units per net acre is more viable for the property and any future development, especially for workforce housing.

If rezoned, the property owner is planning to redevelop the site to include a mix of multifamily housing and possibly group housing to provide a tenant occupancy model and public leases providing workforce housing. Increasing the density through rezoning to the RM-12 District will be equal to the density allowed adjacent to the site to the southeast (Cotton Hope Plantation), but will not be equal in the density allowed adjacent to the northwest (single family homes).

#### **Summary of Facts and Conclusions of Law**

##### **Findings of Fact:**

1. The application was submitted on July 8, 2019 as set forth in LMO 16-2-103.C and Appendix D-1.
2. Per LMO 16-2-102.E.1, when an application is subject to a hearing, the LMO Official shall ensure that the hearing on the application is scheduled for a regularly scheduled meeting of the body conducting the hearing.
3. The LMO Official scheduled the public hearing of the application for the August 7, 2019 Planning Commission meeting, which is a regularly scheduled meeting of the Planning Commission.
4. Per LMO 16-2-102.E, the LMO Official shall publish a notice of the public hearing in a newspaper of general circulation in the Town no less than 15 calendar days before the hearing date.
5. Notice of the August 7, 2019 public hearing was published in the Island Packet on July 21, 2019.
6. Per LMO 16-2-102.E.2, the applicant shall mail a notice of the public hearing by first-class mail to the owners of the land subject to the application and owners of record of properties

- within 350 feet of the subject land, no less than 15 calendar days before the hearing date.
7. The applicant mailed notices of the public hearing by first-class mail to the owners of record of properties within 350 feet of the subject land on July 19, 2019.
  8. Per LMO 16-2-102.E.2, the LMO Official shall post conspicuous notice of the public hearing on or adjacent to the land subject to the application no less than 15 days before the hearing date, with at least one notice being visible from each public thoroughfare that abuts the subject land.
  9. The LMO Official posted on July 23, 2019 conspicuous notice of the August 7, 2019 public hearing on the lands subject to the application.

**Conclusions of Law:**

1. The application was submitted in compliance with LMO 16-2-103.C and Appendix D-1.
2. The LMO Official scheduled the public hearing of the application for the August 7, 2019 Planning Commission meeting, in compliance with LMO 16-2-102.E.1.
3. Notice of the public hearing was published 18 calendar days before the meeting date, in compliance with LMO 16-2-102.E.2.
4. The applicant mailed notices of the public hearing to owners of record of the properties being rezoned and to the owners of record of properties within 350 feet of the subject land 20 calendar days before the hearing date, in compliance with LMO 16-2-102.E.2.
5. The LMO Official posted conspicuous notice of the public hearing 15 calendar days before the hearing date, in compliance with LMO 16-2-102.E.2.

*As set forth in LMO 16-2-103.C.2.e, Zoning Map Amendment (Rezoning) Advisory Body Review and Recommendation, the Commission shall consider and make findings on the following matters regarding the proposed amendment.*

**Summary of Facts and Conclusions of Law**

*Criteria 1: Whether and the extent to which the proposed zoning is in accordance with the Comprehensive Plan (LMO 16-2-103.C.3.a.i):*

**Findings of Fact:**

The Comprehensive Plan addresses this application in the following areas:

**Housing Element**

**Goal 5.2 – Housing Opportunities**

- B. To look at housing opportunities as a mechanism to maintain its essential workforce.

**Land Use Element**

**Goal 8.1 – Existing Land Use**

- A. To have an appropriate mix of land uses to meet the needs of existing and future populations.
- B. To maintain the character of the Island while ensuring adequate infrastructure is in place and balancing land conservation to meet future needs.

**Goal 8.4 – Existing Zoning Allocation**

- A. An appropriate mix of land uses to accommodate permanent and seasonal populations and existing market demands is important to sustain the Town’s high quality of life and should be considered when amending the Town’s Official Zoning Map.

**Goal 8.10 – Zoning Changes**

- A. To provide appropriate modifications to the zoning designations to meet market demands while maintaining the character of the Island.

**Implementation Strategy 8.10 – Zoning Changes**

- B. Consider focusing higher intensity land uses in areas with available sewer connections.

**Additional Findings of Fact:**

1. The applicant's narrative states the duplexes on the property are occupied by staff for island businesses.
2. The applicant's narrative states rezoning the property will allow the owners the requisite density to redevelop the site to include a mix of multifamily and possibly group housing to create a blend between corporate tenants and leases to the public.
3. The subject property is not located near major tourist destinations.
4. Several properties in the area are proposed to be developed or are currently being developed for mid-market or workforce housing: Beach City Place; Beach City Commons; 140 Fish Haul Road; and Ocean Breeze Cottages.
5. The proposed rezoning would more than double the maximum number of dwelling units allowed on the subject parcel, from 29 to 59.
6. The proposed rezoning would remove several allowable non-residential uses from the subject property: cemeteries; education uses; bed and breakfasts; convenience stores; open air sales; other commercial uses; and boat ramps, docking facilities, and marinas.
7. The properties to the north of the subject parcel are in the RM-4 District. They range in size from 0.28 acre to 1.37 acres. Most are developed with one to three single story homes.
8. The property to the south of the subject parcel, Cotton Hope, is in the RM-12 District. It is 7.89 gross acres in size (the size in net acres is unknown). The property is developed with three multifamily buildings that are approximately 45 feet tall.
9. To the south of Cotton Hope is a large, undeveloped parcel consisting of marsh. This undeveloped parcel separates Cotton Hope from a five lot single family subdivision to the south, Little Harbour Manor. Approximately 200 feet of marsh separate Cotton Hope from Little Harbour Manor.
10. On Hilton Head Island, high density residential development is usually separated from low density residential development by open space, wide setbacks, or rights-of-way. Cotton Hope is separated from Little Harbour Manor by 200 feet of open space (marsh). The single story homes in Bay Pines (RS-3) are separated by at least 200 feet from the 45 foot tall multifamily residential buildings in Brighton Bay (WMU) by a parcel in Brighton Bay containing drive aisles, tennis courts, and open space. The buildings in the multifamily Legends development (RM-12) are separated from the closest single family homes in Port Royal Plantation by 100 feet: there is a 50 foot setback on the Legends parcel; and the Marketplace Drive right-of-way is 50 feet wide.
11. The subject parcel is relatively narrow. The Cotton Hope parcel is 350 feet wide, while the subject parcel is 200 feet wide.
12. The subject parcel contains specimen size trees. Healthy specimen trees cannot be removed from a multifamily property or open space without a variance from the Board of Zoning Appeals.
13. The RM-4 and the RM-12 Districts both require 20 foot setbacks from adjacent property lines.
14. The maximum building height in the RM-4 District is 35 feet. The maximum building height in the RM-12 District is 45 feet.
15. The subject property currently has sewer service.

**Conclusions of Law:**

As set forth in LMO Section 16-2-103.C.3.a.i, the application addresses the following Goals and Implementation Strategies in the Comprehensive Plan:

1. **Goal 5.2-B in the Housing Element** is to look at housing opportunities as a mechanism to maintain its essential workforce.  
The applicant's narrative states the duplexes on the subject property are currently rented to

businesses that use the units to house seasonal workers. The applicant states their intent is to expand this by redeveloping the property with more units and with a variety of housing options. If the rezoning is approved, it is likely that the subject property will continue to be used for workforce housing, since it is not located near major tourist attractions and other properties in the area are being developed for mid-market or workforce housing. The proposed rezoning would double the number of dwelling units that could be built on the property which would increase housing opportunities, **consistent** with Goal 5.2-B in the Housing Element.

2. **Goal 8.1-A in the Land Use Element** is to have an appropriate mix of land uses to meet the needs of existing and future populations.

Several new residential developments in the area demonstrate the need for new housing for existing and future populations. Since the proposed rezoning would double the number of dwelling units allowed to be built on the subject property, increasing the amount of new housing to serve existing and future populations, the proposed rezoning is **consistent** with a portion Goal 8.1-A in the Land Use Element.

3. **Goal 8.1-A in the Land Use Element** is to have an appropriate mix of land uses to meet the needs of existing and future populations.

The current and proposed zoning districts require a 20 foot adjacent use setback from the northern property line. The maximum building height in the current zoning district is 35 feet, whereas the maximum building height in the proposed zoning district is 45 feet. Given that the subject property is relatively narrow and that LMO site design standards and specimen tree protection will limit the site layout options, it is likely that new buildings on the subject property will be 45 feet tall to accommodate the increased density and the required parking, and that those buildings will be located approximately 20 feet from the northern property line.

The properties to the north of the subject parcel are developed with single story homes. Approving the rezoning to allow 45 foot tall buildings does not meet the needs of the existing and future populations living on the properties immediately north of the subject property. Considering the effects of the proposed rezoning on the existing and future neighbors, the proposed rezoning is **not consistent** with a portion of Goal 8.1-A in the Land Use Element.

4. **Goal 8.1-B in the Land Use Element** is to maintain the character of the Island while ensuring adequate infrastructure is in place and balancing land conservation to meet future needs.

Part of the Island's character is high density residential development is usually separated from low density residential development by open space, wide setbacks, or rights-of-way.

Multifamily residential buildings in Cotton Hope, Brighton Bay, and the Legends are separated from nearby single family residential development by 100 to 200 feet.

As stated above, it is likely that new buildings on the subject property will be 45 feet tall to accommodate the proposed density and the required parking, and those buildings will be located approximately 20 feet from the northern property line. Since allowing 45 foot tall buildings so close to single family homes would not maintain the character of the Island, the proposed rezoning is **not consistent** with Goal 8.1-B in the Land Use Element.

5. **Goal 8.4-A in the Land Use Element** is an appropriate mix of land uses to accommodate permanent and seasonal populations and existing market demands is important to sustain the Town's high quality of life and should be considered when amending the Town's Official Zoning Map.

As stated above, several new residential developments in the area demonstrate the market demand for new housing to accommodate permanent and seasonal populations. Since the proposed rezoning would double the number of dwelling units allowed to be built on the subject property, thereby increasing the amount of new housing, the proposed rezoning is **consistent** with a portion of Goal 8.4-A in the Land Use Element.

6. **Goal 8.4-A in the Land Use Element** is an appropriate mix of land uses to accommodate

permanent and seasonal populations and existing market demands is important to sustain the Town's high quality of life and should be considered when amending the Town's Official Zoning Map.

As stated above, part of the Island's character is high density residential development is usually separated from low density residential development by open space, wide setbacks, or rights-of-way. Since allowing 45 foot tall multifamily residential buildings within 40 feet of single story homes would not maintain a high quality of life for the residents of the homes to the north of the subject property, the proposed rezoning is **not consistent** with a portion of Goal 8.4-A in the Land Use Element.

7. **Goal 8.10-A of the Land Use Element** is to provide appropriate modifications to the zoning designations to meet market demands while maintaining the character of the Island. Again, several new residential developments in the area demonstrate the market demand for new housing to accommodate permanent and seasonal populations. Since the proposed rezoning would double the number of dwelling units allowed to be built on the subject property, increasing the amount of new housing per the market demand, the proposed rezoning is **consistent** with a portion of Goal 8.10-A in the Land Use Element.
8. **Goal 8.10-A of the Land Use Element** is to provide appropriate modifications to the zoning designations to meet market demands while maintaining the character of the Island. Again, part of the Island's character is high density residential development is usually separated from low density residential development by open space, wide setbacks, or rights-of-way. Since allowing 45 foot tall multifamily residential buildings within 40 feet of single story homes would not maintain the character of the Island, the proposed rezoning is **not consistent** with a portion of Goal 8.10-A in the Land Use Element.
9. **Implementation Strategy 8.10-B in the Land Use Element** is to consider focusing higher intensity land uses in areas with available sewer connections. The proposed rezoning would allow higher density development on a parcel that currently has sewer service, which is **consistent** with Implementation Strategy 8.10-B in the Land Use Element.

#### Summary of Facts and Conclusions of Law

*Criteria 2: Whether and the extent to which the proposed zoning would allow a range of uses that are compatible with the uses allowed on other property in the immediate vicinity (LMO 16-2-103.C.3.a.ii):*

#### Findings of Fact:

1. The properties adjacent to the subject parcel are zoned RM-4 and RM-12. Less than one half-mile from the subject property is the PD-1 Zoning Districts for Port Royal Plantation and Palmetto Hall. Across the street and in the vicinity from the subject property is the LC (Light Commercial) and IL (Light Industrial) Zoning Districts.
2. The proposed rezoning to RM-12 will permit the following use types: Residential, Civic, Public, Institutional and Educational and Agriculture. See Attachment C for a complete list of uses permitted within these categories.
3. All the uses permitted in the RM-12 District are permitted in the RM-4 District; however, in addition to what is allowed in the RM-12 District, RM-4 permits more Civic, Public, Institutional and Educational uses, a Resort Accommodation use, Commercial Services and Other uses.

#### Conclusions of Law:

1. This application **meets the criteria** in LMO 16-2-103.C.3.a.ii.
2. The proposed rezoning will allow uses that are compatible with the uses allowed on other

properties in the vicinity.

#### Summary of Facts and Conclusions of Law

*Criteria 3: Whether and the extent to which the proposed zoning is appropriate for the land (LMO 16-2-103.C.a.iii):*

##### Findings of Fact:

1. The subject property is located adjacent to a single-family residential neighborhood with homes one-story in height. The subject property is also located adjacent to multifamily residential buildings 3-stories in height with parking below the 1<sup>st</sup> floor of the building.
2. The subject property contains several specimen trees and significant stands of trees.
3. The subject property is long and narrow in shape.
4. The subject property is located adjacent to tidal marsh.
5. The properties to the north of the subject parcel are in the RM-4 District. They range in size from 0.28 acre to 1.37 acres. Most are developed with one to three single-story homes.
6. The property to the south of the subject parcel, Cotton Hope, is in the RM-12 District. The property is 7.89 gross acres in size but is located on the marsh and likely has a smaller net acreage (the size in net acres is unknown). The property is developed with three multifamily buildings that are approximately 45 feet tall.
7. To the south of Cotton Hope is a large parcel that contains marsh, which separates Cotton Hope from a five lot single family subdivision to the south, Little Harbour Manor. Approximately 200 feet of marsh separate Cotton Hope from Little Harbour Manor.
8. To increase the allowable zoning to RM-12 with 12 dwellings units per net acre could result in a development with up to 59 dwelling units. In order to meet this density and the required amount of parking, the buildings would most likely have to be built up to the 45' allowed height likely with parking underneath the buildings.
9. Per LMO 16-3-104.G, the purpose of the RM-12 District is to allow higher density residential uses in locations which are served by adequate infrastructure, while maintaining the character of these areas and neighborhoods. The district is used to encourage a variety of residential opportunities, including multifamily residential units, single-family residences, and group living.

##### Conclusions of Law:

1. This application **does not meet the criteria** in LMO 16-2-103.C.a.iii.
2. The proposed zoning is not appropriate for the land because the subject property is long and narrow in shape and size and is located directly adjacent to a single-family neighborhood where the maximum height allowed is 35' in height.

#### Summary of Facts and Conclusions of Law

*Criteria 4: Whether and the extent to which the proposed zoning addresses a demonstrated community need (LMO 16-2-103.C.a.iv):*

##### Findings of Fact:

1. With a proposed density of 12 units per net acre and potential for up to 59 dwelling units with the rezoning, the subject property could provide more housing in this area.
2. There is a need for more housing on the Island, as stated in the Comprehensive Plan, and specifically for more workforce housing as shown in the "Assessment of Workforce Housing Needs" report by the Town's housing consultant, Lisa Sturtevant & Associates, LLC.
3. The applicant has stated the owner's intent is to develop workforce housing by developing a

- mix of multifamily or group housing on the property.
- 4. Town Council has recognized and prioritized workforce housing as a goal for Hilton Head Island.
- 5. While there are no ordinances in place that require or incentivize a developer to build workforce housing, the applicant has stated that is their intention with this rezoning request. At this time, without a workforce housing program in place, the Town has no way to enforce workforce housing or guarantee the subject property will be developed as workforce housing.

**Conclusions of Law:**

- 1. This application **does not meet the criteria** in LMO 16-2-103.C.a.iv.
- 2. While the proposed rezoning has the potential to meet the need for more housing, there is no Town mechanism in place that ensures that the rezoning would result in a workforce housing development.

**Summary of Facts and Conclusions of Law**

*Criteria 5: Whether and the extent to which the proposed zoning is consistent with the overall zoning program as expressed in future plans for the Town (LMO 16-2-103.C.3.a.v):*

**Findings of Fact:**

- 1. The current zoning of the property is RM-4. The Town does not have any future plans to increase the density or zoning of the properties in the vicinity.
- 2. Per LMO 16-3-104.G, the purpose of the RM-12 District is to “allow higher density residential uses in locations which are served by adequate infrastructure, while maintaining the character of these areas.”
- 3. The proposed rezoning expands the RM-12 District adjacent to properties that are currently developed as a single-family low density neighborhood which could negatively impact the adjacent properties due to the possible height, mass and intensity of the adjacent proposed uses.

**Conclusions of Law:**

- 1. This application **does not meet the criteria** in LMO 16-2-103.C.3.a.v.
- 2. The proposed rezoning is not consistent with the overall zoning program because there are no expressed future plans to rezone the area to have a higher residential density.
- 3. The proposed higher density residential is adjacent to a single-family low density neighborhood which could negatively impact the adjacent single-family properties.

**Summary of Facts and Conclusions of Law**

*Criteria 6: Whether and the extent to which the proposed zoning would avoid creating an inappropriately isolated zoning district unrelated to adjacent and surrounding zoning districts (LMO 16-2-103.C.3.a.vi):*

**Findings of Fact:**

- 1. The RM-12 District adjacent to the subject property to the south allows a residential density of 12 dwelling units per net acre.
- 2. All surrounding districts, except for the IL District, allow for residential uses.
- 3. There are RM-12 zoned parcels directly abutting and across the street from the subject property.

**Conclusions of Law:**

1. This application **meets the criteria** in LMO 16-2-103.C.a.vi.
2. The proposed rezoning would not create a zoning district that is unrelated to adjacent and surrounding zoning districts because the majority of the surrounding districts allow residential uses.
3. The proposed rezoning would not create a zoning district that is inappropriately isolated because the subject property is adjacent to a property that is zoned RM-12.

**Summary of Facts and Conclusions of Law**

*Criteria 7: Whether and the extent to which the proposed zoning would allow the subject property to be put to a reasonably viable economic use (LMO Section 16-2-103.C.3.a.vii):*

**Findings of Fact:**

1. The subject property as proposed to be rezoned could provide housing, including multifamily development, at a density of 12 dwelling units per net acre, which is a significant increase from what is currently allowed.
2. The subject property is currently zoned RM-4 (due to the parcel size, the subject property has an effective density of up to 6 dwelling units per acre), is currently developed as 30 dwelling units and currently functions at a reasonably viable economic use as the property is currently occupied under a workforce housing master lease agreement. The property does not need to be rezoned in order to be reasonably economically viable.

**Conclusions of Law:**

1. This application **meets the criteria** in LMO Section 16-2-103.C.3.a.vii.
2. The rezoning of the subject property would allow it to be put to a reasonably viable economic use because it would increase their density potential, which could improve its economic viability and promote a higher use of the land for development.
3. The current zoning and density allowed for the subject property allows for the property to be put to a reasonably viable economic use.

**Summary of Facts and Conclusions of Law**

*Criteria 8: Whether and the extent to which the proposed zoning would result in development that can be served by available, adequate, and suitable public facilities (e.g. streets, potable water, sewerage, stormwater management) (LMO Section 16-2-103.C.3.a.viii):*

**Findings of Fact:**

1. Tidal Bluff Road is a paved privately-owned right-of-way.
2. Dillon Road is a paved State-owned right-of-way.
3. Water service is available.
4. Sewer service is available.
5. Electric service is available.
6. Hilton Head Island Fire Rescue has the capability to immediately access the subject property.

**Conclusions of Law:**

1. This application **meets the criteria** in LMO 16-2-103.C.3.a.viii.
2. The proposed rezoning would result in development that can be served by all typically available, adequate and suitable public facilities for properties in the Town of Hilton Head Island.

**Summary of Facts and Conclusions of Law**

*Criteria 9: Is appropriate due to any changed or changing conditions in the affected area (LMO Section 16-2-103.C.3.a.ix):*

**Finding of Fact:**

1. There are no changing conditions in the affected area.

**Conclusions of Law:**

1. This application **does not meet the criteria** in LMO Section 16-2-103.C.3.a.ix.
2. The proposed rezoning is not appropriate because there are no changing conditions in the affected area.

**LMO Official Determination**

Staff determines that this application **is not consistent with the Comprehensive Plan and does not serve to carry out the purposes of the LMO** as based on the Findings of Fact and Conclusions of Law as determined by the LMO Official and enclosed herein. Even though the application meets several of the criteria, the criteria not met is significant enough for a recommendation of denial for this particular application.

Staff recommends that the Planning Commission recommend **DENIAL** to Town Council of this application.

**Note: If the proposed amendment is approved by Town Council, such action shall be by ordinance to amend the Official Zoning Map. If it is denied by Town Council, such action shall be by resolution.**

**PREPARED BY:**

ML

Missy Luick  
*Senior Planner*

July 20, 2019

DATE

**REVIEWED BY:**

ND

Nicole Dixon, CFM  
*Development Review Administrator*

July 22, 2019

DATE

**REVIEWED BY:**

TL

Teri Lewis, AICP  
*Deputy Director of Community Development*

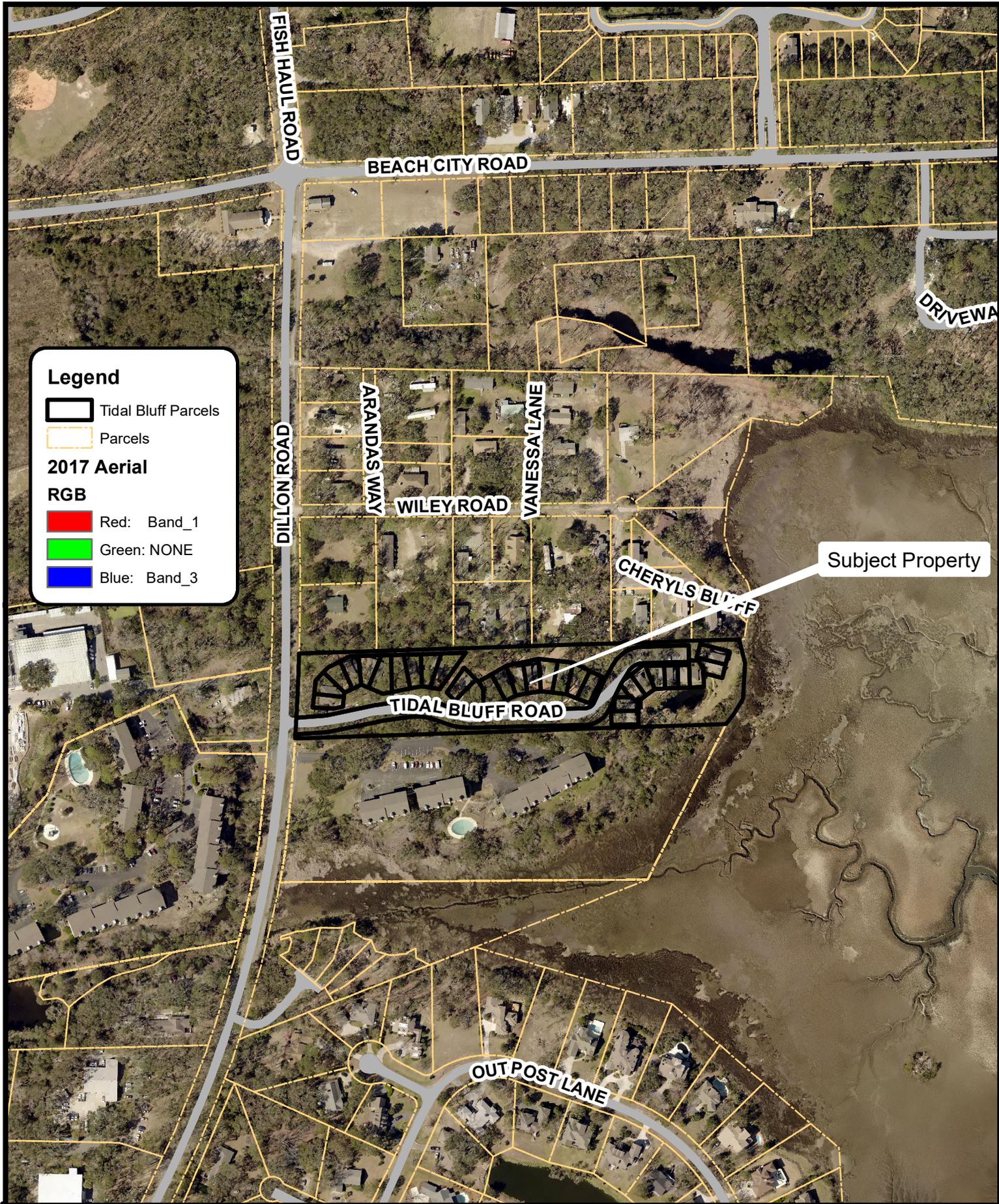
July 22, 2019

DATE

**ATTACHMENTS:**

- A) Vicinity Map
- B) Zoning Map
- C) LMO Use Tables

- D) Zoning District Comparison Table
- E) Subject Property Aerial Imagery
- F) Boundary Survey
- G) Applicant Narrative



**Legend**

Tidal Bluff Parcels

Parcels

**2017 Aerial**

**RGB**

Red: Band\_1

Green: NONE

Blue: Band\_3

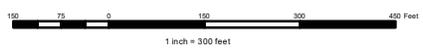
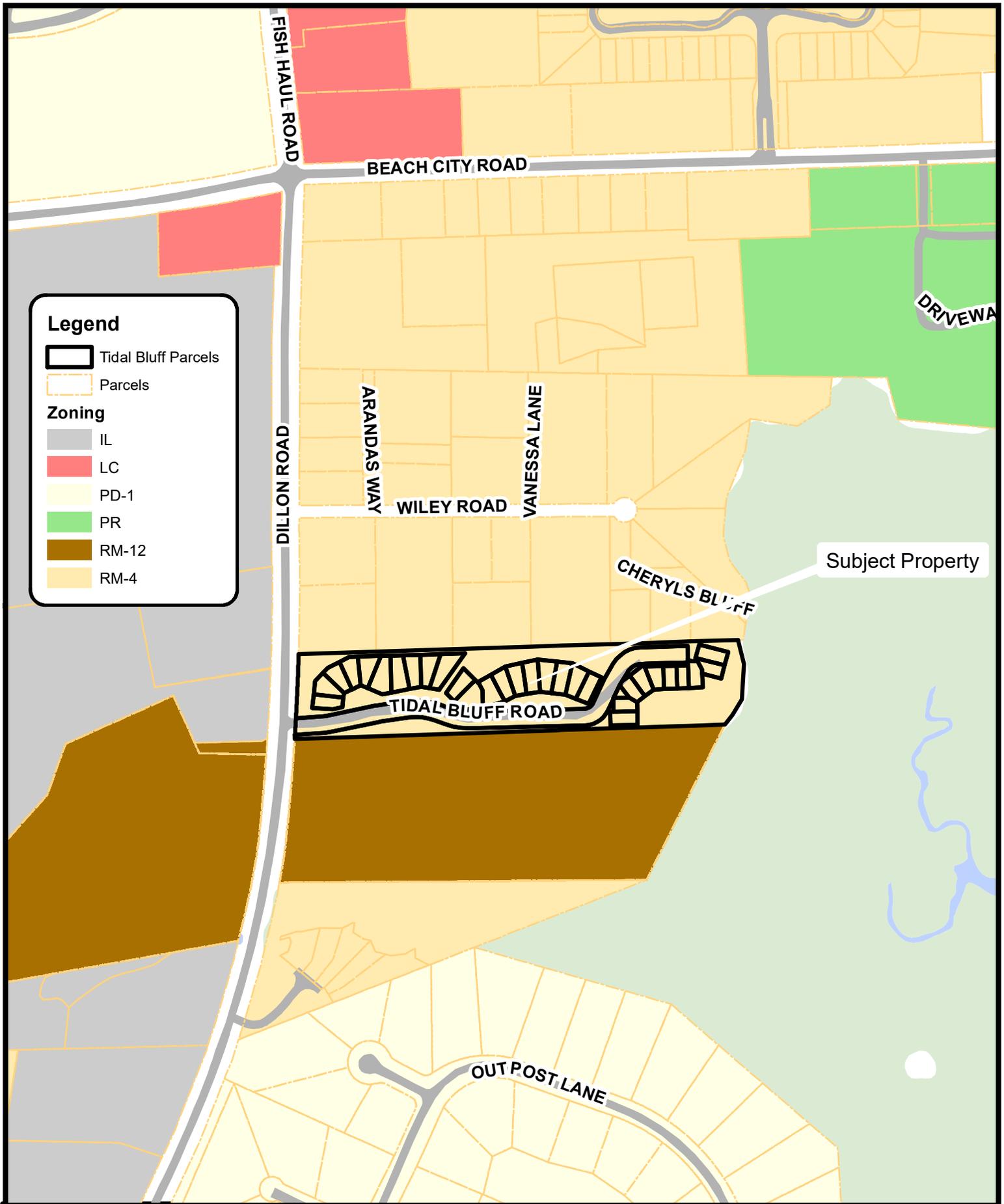
**Town of Hilton Head Island**  
 Attachment A Vicinity Map  
 2 Tidal Bluff Road



  
 TOWN OF HILTON HEAD ISLAND  
 ONE TOWN CENTER COURT  
 HILTON HEAD ISLAND, S.C. 29928  
 PHONE (843) 341-4600  
 Date Created: 11/11/11  
 Project: map.mxd



The information on this map has been compiled from a variety of sources and is intended to be used only as a guide. It is provided without any warranty or representation as to the accuracy or completeness of the data shown. The Town of Hilton Head Island assumes no liability for its accuracy or state of completion or for any losses arising from the use of the map.



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LMO Section 16-3-104.E.

<h1 style="margin: 0;">RM-4</h1> <h2 style="margin: 0;">Low to Moderate Density Residential District</h2>				
<b>1. Purpose</b>				
<p>The purpose of the Low to Moderate Density Residential (RM-4) District is to protect and preserve the character of these areas and <i>neighborhoods</i> at <i>densities</i> up to four <i>dwelling units</i> per <i>net acre</i> . This district is used to encourage a variety of residential opportunities, including <i>multifamily</i> residential units, <i>single-family</i> residences, and <i>group living</i> . The regulations of the district are intended to discourage <i>development</i> that would substantially interfere with, or be detrimental to, residential character.</p>				
<b>2. Allowable Principal Uses</b>				
		<b>USE-SPECIFIC CONDITIONS</b>	<b>MINIMUM NUMBER OF OFF-STREET PARKING SPACES</b>	
<b>Residential Uses</b>				
<i>Group Living</i>	P		1 per 3 rooms	
<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	
<b>Public, Civic, Institutional, and Educational Uses</b>				
<i>Cemeteries</i>	P		1 per 225 GFA of office area + 1 per 500 GFA of <i>maintenance</i> facilities	
<i>Community Service Uses</i>	P		1 per 400 GFA	
<i>Education Uses</i>	P		Colleges and High Schools	10 per classroom
			Elementary and Junior High/Middle Schools	4 per classroom
			Other <i>Education Uses</i>	See Sec. 16-5-107.D.2
<i>Government Uses</i>	PC	Sec. 16-4-102.B.2.d	Fire Stations	4 per bay + 1 per 200 GFA of office area

<b>RM-4</b>				
<b>Low to Moderate Density Residential District</b>				
			Other	1 per 200 GFA of office area
<i>Major Utilities</i>	SE			1 per 1,500 GFA
<i>Minor Utilities</i>	P			n/a
<i>Public Parks</i>	P			See Sec. 16-5-107.D.2
<i>Religious Institutions</i>	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
<i>Telecommunication Towers, Monopole</i>	PC	Sec. 16-4-102.B.2.e		1
<b>Resort Accommodations</b>				
<i>Bed and Breakfasts</i>	PC	Sec. 16-4-102.B.4.a		1 per guest room
<b>Commercial Services</b>				
<i>Convenience Stores</i>	PC	Sec. 16-4-102.B.7.d		1 per 200 GFA
<i>Open Air Sales</i>	PC	Sec. 16-4-102.B.7.i		1 per 200 GFA of sales/display area
<i>Other Commercial Services</i>	PC	Sec. 16-4-102.B.7.l		See Sec. 16-5-107.D.2
<b>Other Uses</b>				
<i>Agriculture Uses</i>	P		Stables or Riding Academies	1 per 5 stalls
			Other	n/a
<i>Boat Ramps , Docking Facilities , and Marinas</i>	PC	Sec. 16-4-102.B.10.a		1 per 200 GFA of enclosed floor space not used for storage + 1 per 3 wet slips + 1 per 5 dry storage slips
<b>3. Development Form Standards</b>				
<b>MAX. DENSITY (PER NET ACRE )</b>		<b>LOT COVERAGE</b>		
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. <i>Impervious Cover</i> for All <i>Development</i> Except <i>Single-Family</i>	35%
<i>Bed and Breakfast</i>	10 rooms			
Nonresidential	6,000 GFA		Min. <i>Open Space</i> for Major Residential <i>Subdivisions</i>	16%
<b>MAX. BUILDING HEIGHT</b>				
<i>All Development</i>	35 ft <sup>1</sup>			

<b>RM-4            Low to Moderate Density Residential District</b>				
<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 = <i>dwelling units</i> ; sf = square feet; GFA = <i>gross floor area</i> in square feet; ft = feet; n/a = not applicable				
1. May be increased by up to ten percent on demonstration to the <i>Official</i> that:				
a. The increase is consistent with the character of <i>development</i> on surrounding <i>land</i> ;				
b. <i>Development</i> resulting from the increase is consistent with the purpose and intent of the <i>building height</i> standards;				
c. The increase either (1) is required to compensate for some unusual aspect of the site or the proposed <i>development</i> , or (2) results in improved site conditions for a <i>development</i> with <i>nonconforming site features</i> ;				
d. The increase will not pose a danger to the public health or safety;				
e. Any adverse impacts directly attributable to the increase are mitigated; and				
f. The increase, when combined with all previous increases allowed under this provision, does not result in a cumulative increase greater than ten percent.				

LMO Section 16-3-104.G.

<b>RM-12</b>				
<b>Moderate to High Density Residential District</b>				
<b>1. Purpose</b>				
The purpose of the Moderate to High Density Residential (RM-12) District is to allow higher <i>density</i> residential <i>uses</i> in locations which are served by adequate infrastructure, while maintaining the character of these areas and <i>neighborhoods</i> at <i>densities</i> up to twelve units per <i>net acre</i> . This district is used to encourage a variety of residential opportunities, including <i>multifamily</i> residential units, <i>single-family</i> residences, and <i>group living</i> . The regulations of this district are intended to discourage <i>development</i> that would substantially interfere with, or be detrimental to, moderate to high density residential character.				
<b>2. Allowable Principal Uses</b>				
		<b>USE-SPECIFIC CONDITIONS</b>	<b>MINIMUM NUMBER OF OFF-STREET PARKING SPACES</b>	
<b>Residential Uses</b>				
<i>Group Living</i>	P		1 per 3 rooms	
<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	
<b>Public, Civic, Institutional, and Educational Uses</b>				
<i>Community Service Uses</i>	P		1 per 400 GFA	
<i>Government Uses</i>	PC	Sec. 16-4-102.B.2.d	Fire Stations	4 per bay + 1 per 200 GFA of office area
			Other	1 per 200 GFA of office area
<i>Major Utilities</i>	SE		1 per 1,500 GFA	
<i>Minor Utilities</i>	P		n/a	
<i>Public Parks</i>	P		See Sec. 16-5-107.D.2	
<i>Religious Institutions</i>	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	
<i>Telecommunication Towers, Monopole</i>	PC	Sec. 16-4-102.B.2.e	1	
<b>Other Uses</b>				

<b>RM-12</b> <b>Moderate to High Density Residential District</b>				
<i>Agriculture Uses</i>	P		Stables or Riding Academies	1 per 5 stalls
			Other	n/a
<b>3. Development Form Standards</b>				
<b>MAX. DENSITY (PER NET ACRE )</b>		<b>LOT COVERAGE</b>		
Residential	12 du	Max. <i>Impervious Cover</i> for All <i>Development</i> Except <i>Single-Family</i>	35%	
Nonresidential	6,000 GFA			
<b>MAX. BUILDING HEIGHT</b>		Min. <i>Open Space</i> for Major Residential <i>Subdivisions</i>	16%	
<i>All 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 = <i>dwelling units</i> ; sf = square feet; GFA = <i>gross floor area</i> in square feet; ft = feet; n/a = not applicable				
1. May be increased by up to ten percent on demonstration to the <i>Official</i> that:				
a. The increase is consistent with the character of <i>development</i> on surrounding <i>land</i> ;				
b. <i>Development</i> resulting from the increase is consistent with the purpose and intent of the <i>building height</i> standards;				
c. The increase either (1) is required to compensate for some unusual aspect of the site or the proposed <i>development</i> , or (2) results in improved site conditions for a <i>development</i> with <i>nonconforming site features</i> ;				
d. The increase will not pose a danger to the public health or safety;				
e. Any adverse impacts directly attributable to the increase are mitigated; and				
f. The increase, when combined with all previous increases allowed under this provision, does not result in a cumulative increase greater than ten percent.				

<b>TABLE 16-4-102.A.6: PRINCIPAL USE TABLE</b>		
<b>P = Permitted by Right</b>	<b>PC = Permitted Subject to Use-Specific Conditions</b>	
<b>SE = Allowed as a Special Exception</b>	<b>Blank Cell = Prohibited Use</b>	
	<b>RM-4</b>	<b>RM-12</b>
<b>RESIDENTIAL USES</b>		
Group Living	P	P
Mixed-Use		
Multifamily	P	P
Recreation Vehicle (RV) Parks		
Single-Family	P	P
<b>PUBLIC, CIVIC, INSTITUTIONAL, AND EDUCATIONAL USES</b>		
Aviation and Surface Transportation Uses		
Aviation Services Uses		
Cemeteries	P	
Community Service Uses	P	P
Education Uses	P	
Government Uses	PC	PC
Major Utilities	SE	SE
Minor Utilities	P	P
Public Parks	P	P
Religious Institutions	P	P
Telecommunication Antenna, Collocated or Building Mounted	PC	PC
Telecommunication Towers, Monopole	PC	PC
<b>HEALTH SERVICES</b>		
Hospitals		
Nursing Homes		
Other Health Services		
<b>RESORT ACCOMMODATIONS</b>		
Bed and Breakfasts	PC	
Hotels		
Interval Occupancy		
<b>COMMERCIAL RECREATION</b>		
Indoor Commercial Recreation Uses		
Outdoor Commercial Recreation Uses Other than Water Parks		
Water Parks		
<b>OFFICE USES</b>		
Contractor's Office		
Other Office Uses		

<b>TABLE 16-4-102.A.6: PRINCIPAL USE TABLE (cont.)</b>		
<b>P = Permitted by Right</b>	<b>PC = Permitted Subject to Use-Specific Conditions</b>	
<b>SE = Allowed as a Special Exception</b>	<b>Blank Cell = Prohibited Use</b>	
	<b>RM-4</b>	<b>RM-12</b>
<b>COMMERCIAL SERVICES</b>		
Adult Entertainment Uses		
Animal Services		
Bicycle Shops		
Convenience Stores	PC	
Eating Establishments		
Grocery Stores		
Landscape Businesses		
Liquor Stores		
Nightclubs or Bars		
Open Air Sales	PC	
Shopping Centers		
Tattoo Facilities		
Other Commercial Service Uses	PC	
<b>VEHICLE SALES AND SERVICES</b>		
Auto Rentals		
Auto Repairs		
Auto Sales		
Car Washes		
Commercial Parking Lot		
Gas Sales		
Taxicab Services		
Towing Services or Truck or Trailer Rentals		
Watercraft Sales, Rentals, or Services		
<b>INDUSTRIAL USES</b>		
Light Industrial, Manufacturing, and Warehouse Uses		
Seafood Processing Facilities		
Self-Service Storage		
Waste-Related Services Other than Waste Treatment Plants		
Waste Treatment Plants		
Wholesale Sales		
<b>OTHER USES</b>		
Agriculture Uses	P	P
Boat Ramps, Docking Facilities, and Marinas	PC	

ATTACHMENT E  
Aerial Views of 2 Tidal Bluff Road  
ZA 001460-2019



ATTACHMENT E  
Aerial Views of 2 Tidal Bluff Road  
ZA 001460-2019



ATTACHMENT E  
Aerial Views of 2 Tidal Bluff Road  
ZA 001460-2019



# Attachment F Boundary Survey 2 Tidal Bluff Road

## Exhibit B

**NOTES:**

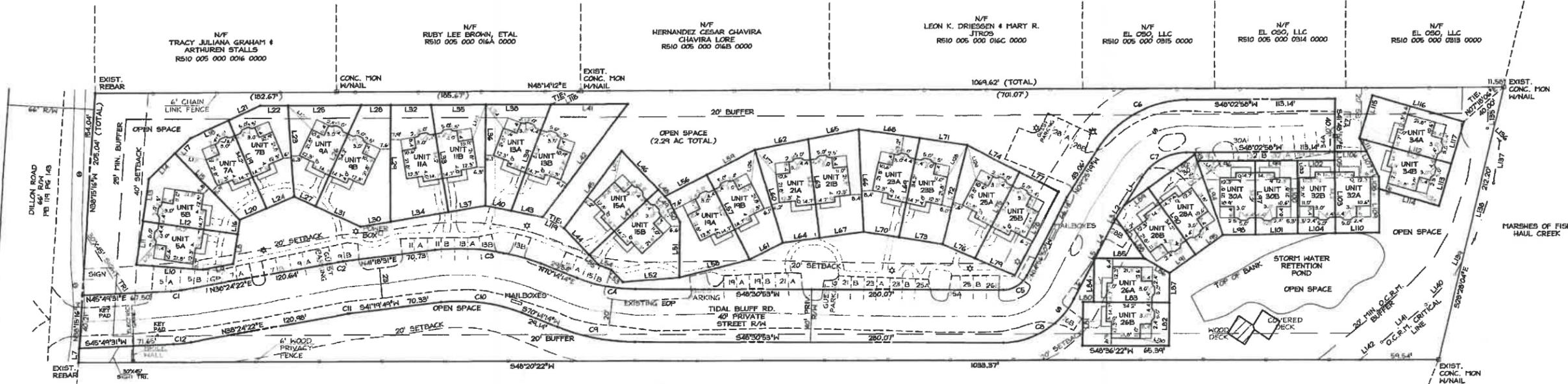
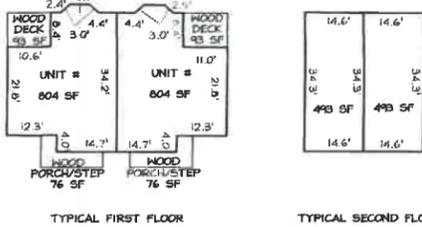
1. AREAS ARE CALCULATED BY THE COORDINATE COMPUTATION METHOD.
2. ALL DISTANCES ARE HORIZONTAL MEASUREMENTS UNLESS OTHERWISE NOTED.
3. PARCEL ID: RS10 005 000 0017 0000
4. DEED REF/TITLE SOURCE: PB 137 PG 49, DB 246 PG 940 MAP REF: PB 119 PG 143, PB 91 PG 129
5. ZONED: RM-4
6. AREAS:  
TOTAL SITE AREA: 4.96 AC  
R/W AREA: 0.95 AC  
TOTAL LOT AREA: 1.72 AC  
OPEN SPACE PROVIDED: 2.29 AC (46.2%)  
MIN OPEN SPACE REQUIRED: 0.69 AC
7. TOTAL NUMBER OF LOTS: 30
8. 20' SETBACK FROM R/W OF TIDAL BLUFF RD. THIS PROPERTY IS LOCATED IN FERRA ZONE A7 AS SHOWN ON FIRST PANEL 46250 00000. MAP REVISED SEPTEMBER 29, 1986. BASE FLOOD ELEVATION=14.0'
10. THIS PROPERTY LIES EITHER PARTIALLY OR WHOLLY WITHIN THE HILTON HEAD ISLAND AIRPORT OVERLAY DISTRICT AND IS SUBJECT TO NOISE THAT MAY BE OBJECTIONABLE.
11. FIELD WORK PERFORMED NOVEMBER 21, 2016.

**AREA CALCULATIONS (30 UNITS)**

LOCATION	EACH	TOTAL
FIRST FLOOR AREA	604 SF	24,120 SF
SECOND FLOOR AREA	493 SF	14,790 SF
POSSIBLE AREAS	76 SF	2,284 SF
<b>TOTAL</b>	<b>1,373 SF</b>	<b>44,194 SF</b>

PAVED PARKING AREA	N/A	59,854 SF
WALKWAYS	N/A	6,185 SF



**LOT DATA:**

LOT	AREA (sq. ft.)	AREA (acres)	PARCEL ID
5A	2,171	0.050	RS10-005-000-0017-0001-00
5B	2,555	0.059	RS10-005-000-0017-0014-00
6A	2,819	0.058	RS10-005-000-0017-0002-00
6B	2,542	0.058	RS10-005-000-0017-0017-00
7A	2,647	0.062	RS10-005-000-0017-0003-00
7B	2,542	0.058	RS10-005-000-0017-0018-00
8A	3,215	0.074	RS10-005-000-0017-0004-00
8B	2,775	0.064	RS10-005-000-0017-0019-00
9A	2,749	0.063	RS10-005-000-0017-0005-00
9B	3,541	0.081	RS10-005-000-0017-0020-00
10A	2,471	0.057	RS10-005-000-0017-0006-00
10B	3,095	0.070	RS10-005-000-0017-0021-00
11A	2,767	0.064	RS10-005-000-0017-0007-00
11B	2,509	0.058	RS10-005-000-0017-0022-00
12A	2,565	0.059	RS10-005-000-0017-0008-00
12B	2,760	0.064	RS10-005-000-0017-0023-00
13A	2,855	0.066	RS10-005-000-0017-0009-00
13B	2,741	0.063	RS10-005-000-0017-0024-00
14A	2,667	0.062	RS10-005-000-0017-0010-00
14B	2,403	0.055	RS10-005-000-0017-0025-00
15A	1,817	0.042	RS10-005-000-0017-0011-00
15B	2,181	0.049	RS10-005-000-0017-0026-00
16A	2,149	0.049	RS10-005-000-0017-0012-00
16B	1,946	0.045	RS10-005-000-0017-0027-00
17A	1,971	0.045	RS10-005-000-0017-0013-00
17B	1,792	0.041	RS10-005-000-0017-0028-00
18A	2,417	0.055	RS10-005-000-0017-0014-00
18B	1,894	0.043	RS10-005-000-0017-0029-00
19A	2,417	0.055	RS10-005-000-0017-0015-00
19B	1,894	0.043	RS10-005-000-0017-0030-00

**LINE TABLE**

LINE	LENGTH	BEARING
L1	24.53	S02°25'19"E
L2	12.07	S09°24'41"E
L3	4.13	S05°20'19"E
L4	29.85	S14°56'50"E
L5	1.75	S14°56'50"E
L6	32.62	S14°56'50"E
L7	10.78	S38°15'16"E
L8	22.95	S33°37'56"E
L9	22.84	N38°10'07"E
L10	50.55	N62°36'52"E
L11	33.54	S89°27'58"E
L12	72.20	N56°30'39"E
L13	32.60	S33°37'56"E
L14	27.78	S69°43'05"E
L15	70.66	N85°11'46"E
L16	11.00	S69°43'05"E
L17	16.26	S69°43'05"E
L18	31.43	S23°21'24"E
L19	73.16	S64°51'22"E
L20	22.00	N25°08'36"E
L21	26.39	S23°21'24"E
L22	20.83	N48°14'11"E
L23	64.58	N65°52'47"E
L24	28.00	N25°08'36"E
L25	56.20	N48°14'11"E
L26	84.41	N17°14'24"E
L27	17.70	N72°48'44"E
L28	22.24	N48°14'11"E
L29	86.85	N41°45'48"E
L30	23.06	N38°55'16"E
L31	38.04	N72°48'44"E
L32	30.76	N38°55'16"E
L33	62.69	S61°04'41"E
L34	44.76	N38°55'16"E
L35	41.49	N48°14'11"E
L36	76.99	N41°45'48"E
L37	28.48	N38°55'16"E
L38	43.85	N48°14'11"E
L39	66.24	S27°31'30"E
L40	19.91	N64°36'32"E
L41	59.39	N48°14'11"E
L42	107.18	N64°36'32"E
L43	24.34	N64°36'32"E
L44	28.14	S65°03'19"E
L45	73.25	N64°36'32"E
L46	40.53	S65°03'19"E

**LINE TABLE**

LINE	LENGTH	BEARING
L47	72.20	N02°14'47"E
L48	7.91	S65°03'19"E
L49	5.36	S65°03'19"E
L50	17.37	S48°28'30"E
L51	42.23	S41°38'07"E
L52	43.28	S43°33'58"E
L53	12.88	S65°03'19"E
L54	10.66	N70°44'22"E
L55	10.26	S65°03'19"E
L56	36.04	N70°44'22"E
L57	72.54	S48°28'30"E
L58	54.88	S41°38'07"E
L59	41.01	N70°44'22"E
L60	74.07	N58°19'40"E
L61	28.00	N70°44'22"E
L62	41.01	N57°12'40"E
L63	75.54	S41°38'07"E
L64	27.88	N40°27'23"E
L65	38.86	N37°12'40"E
L66	78.09	N44°28'33"E
L67	33.60	N40°27'23"E
L68	47.05	N47°42'22"E
L69	77.09	S29°12'06"E
L70	27.35	N57°20'22"E
L71	36.95	S56°35'38"E
L72	77.77	N77°42'35"E
L73	41.01	N57°20'22"E
L74	44.95	N35°46'03"E
L75	73.61	S14°13'37"E
L76	26.89	N71°28'46"E
L77	33.20	N75°46'23"E
L78	71.12	N43°33'25"E
L79	33.23	N71°28'46"E
L80	8.00	S41°02'34"E
L81	33.12	S41°02'34"E
L82	32.66	S41°02'34"E
L83	57.39	S43°02'34"E
L84	31.76	S41°02'34"E
L85	37.38	S48°36'22"E
L86	22.21	S75°37'13"E
L87	22.63	S41°02'34"E
L88	37.32	S71°28'17"E
L89	22.62	S21°44'44"E
L90	62.11	S77°20'17"E
L91	24.15	N23°31'43"E
L92	43.71	S12°44'44"E

**LINE TABLE**

LINE	LENGTH	BEARING
L93	5.29	N100°06'09"E
L94	59.36	N61°00'06"E
L95	25.53	N12°34'49"E
L96	44.42	N46°07'46"E
L97	55.79	S17°44'44"E
L98	24.93	N47°32'29"E
L99	32.12	N48°10'16"E
L100	55.42	S47°44'44"E
L101	32.12	N47°32'29"E
L102	28.38	N48°10'16"E
L103	55.10	S47°44'44"E
L104	28.45	N47°32'29"E
L105	6.74	S47°44'44"E
L106	24.16	S48°04'50"E
L107	21.58	N67°33'56"E
L108	8.90	S47°44'44"E
L109	33.21	S48°04'50"E
L110	33.27	N47°32'29"E
L111	11.33	N70°31'57"E
L112	72.21	N63°51'47"E
L113	33.46	S62°12'37"E
L114	47.00	N47°42'22"E
L115	34.00	S62°12'37"E
L116	72.20	N44°42'23"E
L117	32.94	S62°12'37"E
L118	24.95	N24°11'42"E
L119	18.07	S76°26'09"E

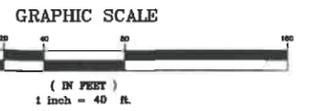
**LINE TABLE**

LINE	LENGTH	BEARING
L120	21.04	N02°04'05"E
L121	24.15	N62°37'45"E
L122	25.58	S66°27'50"E
L123	27.48	S21°28'30"E
L124	22.74	S78°32'28"E
L125	24.41	S21°04'17"E
L126	25.69	S65°40'46"E
L127	24.79	S62°32'19"E
L128	28.68	S07°58'15"E
L129	27.21	S65°46'27"E
L130	22.73	S65°03'19"E
L131	20.60	S29°42'34"E
L132	21.58	N47°33'54"E
L133	12.95	S48°07'56"E
L134	20.92	N61°22'58"E
L135	31.44	S42°49'41"E
L136	13.30	S47°10'06"E
L137	32.30	S33°16'42"E
L138	45.14	S23°01'49"E
L139	30.31	S42°34'44"E
L140	31.73	S41°02'34"E
L141	43.53	S00°00'00"E
L142	21.34	S07°34'19"E

**CURVE TABLE**

CURVE	LENGTH	RADIUS	CHORD	BEARING
C1	7.77	60.00	7.76	N42°06'57"E
C2	3.55	70.00	3.55	S34°13'26"E
C3	81.71	175.52	80.47	S65°43'14"E
C4	45.50	120.00	45.22	N52°32'34"E
C5	22.15	20.00	21.04	N44°42'31"E
C6	86.25	80.00	74.92	S18°16'50"E
C7	40.12	40.00	36.46	S18°16'50"E
C8	66.46	60.00	63.11	N16°47'10"E
C9	60.66	60.00	60.30	N52°22'34"E
C10	61.46	135.52	61.42	S65°34'24"E
C11	1.53	30.00	1.53	S83°25'28"E
C12	12.96	100.00	12.94	N42°06'57"E

**FLOOD ZONE DISCLOSURE:**  
SOME OR ALL AREAS ON THIS PLAT ARE FLOOD HAZARD AREAS AND HAVE BEEN IDENTIFIED AS HAVING AT LEAST A ONE PERCENT CHANCE OF BEING FLOODED IN ANY GIVEN YEAR BY RISING TIDAL WATERS ASSOCIATED WITH POSSIBLE HURRICANES. LOCAL REGULATIONS REQUIRE THAT CERTAIN FLOOD HAZARD PROTECTIVE MEASURES BE INCORPORATED IN THE DESIGN AND CONSTRUCTION OF STRUCTURES IN THESE DESIGNATED AREAS. REFERENCE SHALL BE MADE TO THE DEVELOPMENT COVENANTS AND RESTRICTIONS OF THIS DEVELOPMENT AND REQUIREMENTS OF THE TOWN BUILDING OFFICIAL. IN ADDITION, FEDERAL LAW REQUIRES MANDATORY PURCHASE OF FLOOD INSURANCE AS A PREREQUISITE TO FEDERALLY INSURED MORTGAGE FINANCING IN THESE DESIGNATED FLOOD HAZARD AREAS.



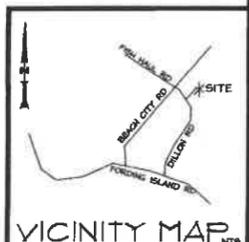
I HEREBY STATE TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF, AND IN MY PROFESSIONAL OPINION, THE SURVEY SHOWN HEREON WAS MADE IN ACCORDANCE WITH THE REQUIREMENTS OF THE "MINIMUM STANDARDS MANUAL FOR THE PRACTICE OF LAND SURVEYING IN SOUTH CAROLINA" AND MEETS OR EXCEEDS THE REQUIREMENTS FOR A CLASS "A" SURVEY AS SPECIFIED THEREIN.

Wesley B. Hunsley  
RESLEY B. HUNSELY  
S.C. PLS# 25445

DATE 12/21/16

**LINE/TYPE LEGEND**

PUBLIC R/W	---
ADJOINER	---
PROPERTY LINE	---
SETBACK	---
BUFFER	---
EXISTING ECP	---
C.C.R.M.	---
CRITICAL LINE	---
GP	○
LAMP POST	○
REBAR	○
CONCRETE MONUMENT	○



**BOUNDARY SURVEY OF TIDAL BLUFF TOWNHOMES HILTON HEAD ISLAND BEAUFORT COUNTY, SOUTH CAROLINA**

SHEET NO. 1 OF 1

DRAWN BY: [Signature]  
APPROVED BY: [Signature]  
DATE: 12/21/16  
SCALE: 1"=40'

Control Point, Inc.  
6150 Main Street  
Charlotte, NC 28268  
Phone: (704) 999-1010  
Fax: (704) 999-1020  
NC: C-2775  
SC: CCA 3489

SOUTH CAROLINA  
STATE OF AUTHORITY

Attachment G  
Applicant Narrative 2 Tidal Bluff Road



July 8, 2019

**Town of Hilton Head Island**  
One Town Center Court  
Hilton Head Island, SC 29928

**RE: Re-zoning of 2 Tidal Bluff Road Hilton Head Island, SC**

To Whom It May Concern:

Please accept this letter as a request to re-zone 2 Tidal Bluff Road, Hilton Head Island, SC from its current zoning of RM-4 and to RM-12. See location below, site boundary in red hatch:



**DEVELOPMENT BACKGROUND:**

Tidal Bluff Road and the Tidal Bluff villas are located off Dillon Road on Hilton Head Island, SC. The gated development is a total of 4.96 acres and was originally developed under the prior Land Management Ordinance using four (4) residential development units per acre. It sits in a FEMA Flood Zone A7 with a base flood elevation of 14.0'

MSL. Fifteen (15) duplex units exist on the site for a total of thirty (30) habitable villas. The site was subdivided by the prior owners such that each villa sits on its own lot and therefore thirty (30) separate lots exist. Two (2) parking spaces per three (3) bedroom villa have been provide within the existing 39,854 sf of paved parking. There is also 6,185 sf of concrete walkways and a drainage lagoon on the marsh side of the property. See Exhibits B & C provided.

All public utilities are provided to the site for water, sewer, power, cable TV, refuse collection, etc. See Exhibits D1-D4 provided. A public-school bus stop is located just outside the front gate of Tidal Bluff as well as an embarkation to Palmetto Breeze regular bus services.

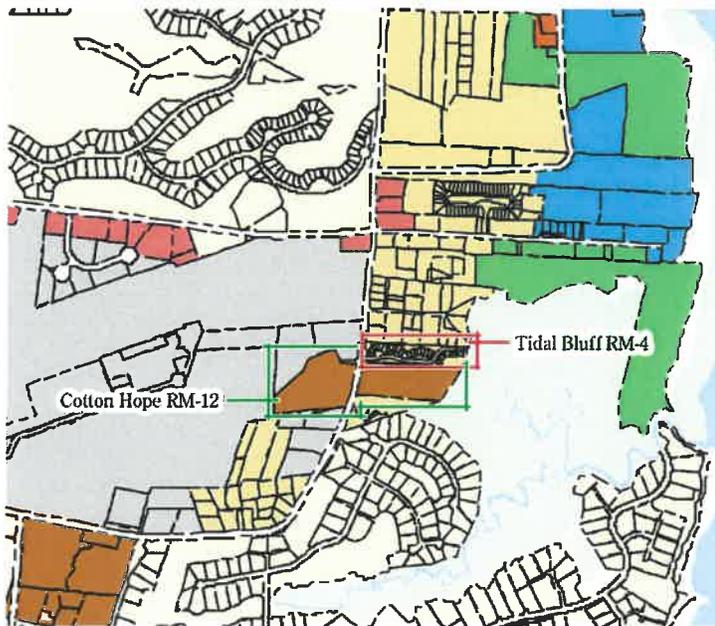
## Attachment G Applicant Narrative 2 Tidal Bluff Road

Adjacent to Tidal Bluff exists the multifamily community of Cotton Hope Plantation. Cotton Hope is divided into two campuses located on both sides of Dillon Road utilizing multifamily and condominium type housing. Both campuses were developed under the RM-12 zoning district guidelines which provides for twelve (12) residential development units per acre.

### **RE-ZONING REQUEST:**

Cordillo TB, LLC purchased the development as-is in 2016. Subsequently, all villas were renovated and offered to local businesses for occupancy under a workforce housing master lease agreement. Currently all villas are occupied for a total of 180 seasonal staff and college interns for island businesses, this year marks the third year Tidal Bluff housing has been utilized. Re-zoning the property from RM-4 to RM-12 will allow the owners the requisite density to redevelop the site to include a mix of multifamily and possibly a group housing component to create a blended tenant occupancy model between corporate tenants and public/annualized leases to fulfill the owner's business model that actually addresses and demonstrates a solution to a community need.

Re-zoning would also allow this site to utilize a variety of building types allowed in the RM-12 district therefore creating the opportunity to take advantage of a range of uses that are compatible with the uses allowed on other properties in the immediate vicinity. As mentioned above,



housing would be available not only under master lease agreements to island businesses, but units would be offered to the general public under lease terms typically found at multifamily communities. These leases will be facilitated and managed through the on-site property manager of BH Management Services, a national property management company. This development approach, incorporating multiple housing options on one campus would create unique and diverse housing options unlike any other on the island.

The site as it exists today will require no special consideration for public utilities for water, sewer, power, cable, etc. Public utilities are currently in place as represented in Exhibits D1-D4, therefore, the development can be served by available, adequate, and suitable public facilities. As well, the site location allows for walking and biking opportunities to lifestyle amenities and public parks thereby reducing actual vehicular congestion to existing roadways.

While the site is currently developed and occupied, re-zoning would allow the owners to provide a much more targeted living product to address not only seasonal/transient housing needs of island businesses but offer to the general public housing for those of a more permanent nature. Currently, the site is set up such that each unit has its own lot. Upon re-development, these individual parcels will be removed therefore combining the site into one master campus. So, while the site currently provides a viable economic contribution to the community, the increased

## Attachment G Applicant Narrative 2 Tidal Bluff Road

density *would allow the property to be put to a (more improved) reasonably viable economic use* and “bring workforce housing to the island reversing the challenges for housing in competition with housing off-island.” (Comp Plan).

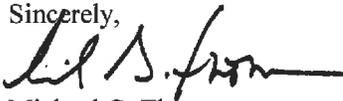
### **COMPREHENSIVE PLAN:**

Below are elements from the Town’s Comprehensive Plan that, by allowing the re-zoning, would provide consistency with the future goals set forth in that document:

- 1) To engage in projects that encourage affordable/workforce housing on the Island.
- 2) To look at housing opportunities as a mechanism to maintain its essential workforce.
- 3) To encourage housing options that provide opportunities for residents to age in place.
- 4) To monitor changing demographics and trends in housing development to provide housing options that meet market demands.
- 5) To address housing issues using a systemic approach that integrates other elements such as economic development, transportation and land use.
- 6) To include partnerships and the cooperation with the entire community.
- 7) Consider revising the LMO to include flexible zoning options and tools that allow a mix of uses for residential over commercial or other live work units. This may be a tool to foster both a commercial and housing option as well as a means to provide affordable housing and to reduce the amount of infrastructure necessary to travel from home to work or other basic services. Other LMO revisions may include regulations to facilitate the conversion and redevelopment of empty commercial or office space to residential units or allow for a mix of residential within the redevelopment.
- 8) Encourage owners of small properties to assemble land resources through density bonuses tied to increased property sizes.
- 9) Review inclusionary housing programs within the Town boundaries or the region that foster a mix of housing choices and forms.
- 10) Consider creating development incentives to encourage diverse housing options that may include increased density, reduced parking requirements and increased height standards.

Thank you for your consideration for the re-zoning effort.

Sincerely,



Michael G. Thomas  
Cordillo TB, LLC, Partner  
Thomas Design Group, President

Attachment G  
Applicant Narrative 2 Tidal Bluff Road



July 8, 2019

**Property Owner**  
Hilton Head Island, SC

**RE: Notice of Public Hearing – Property Owner**

Dear Property Owner:

Pursuant to the Town of Hilton Head Island's Land Management Ordinance, Section 16-2-102(E), you are hereby notified and invited to attend the Planning Commission Public Hearing on July 00, 2018 at 3:00pm in the Benjamin M. Racusin Council Chambers, One Town Center Court, Hilton Head Island, to consider the following item:

**Case # ZA-1482-2014**

Michael Thomas of Cordillo TB, LLC has been authorized to apply for an amendment of the Official Town of HHI Zoning Map by amending the subject property identified as Parcel Number (PIN) R510 005 000 0017 0000, 2 Tidal Bluff Road, Hilton Head Island, Beaufort County, SC. The subject property currently exists within the RM-4 Zoning District and is requested to be incorporated into the RM-12 Zoning District which is adjacent to the subject property. Site location map end of letter.

**Rezoning Summary:**

Cordillo TB, LLC purchased the development as-is in 2016. Subsequently, all villas were renovated and offered to local businesses for occupancy under a workforce housing master lease agreement. Currently all villas are occupied and there is a growing desire for more workforce housing in that location not only with the existing tenants but in the public sector as well. Rezoning the property from RM-4 to RM-12 will allow the owners the requisite density to redevelop the site to include a mix of multifamily and possibly a group housing component.

**Documents & Meeting:**

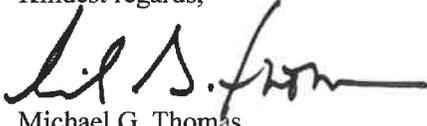
Documents related to the proposed amendment are available during regular business hours for public inspection between 8:00 a.m. and 4:30 p.m., Monday through Friday, at the Information Center, located at One Town Center Court, Hilton Head Island. If you have any questions regarding this application, please contact (staff name) at 843-341-####. Interested parties may appear and speak at the Public Hearing.

The Town of Hilton Head Island has an Assistive Listening System and Spanish Translator available upon request. Please call 843-341-4757 in advance of the meeting to arrange for these services.

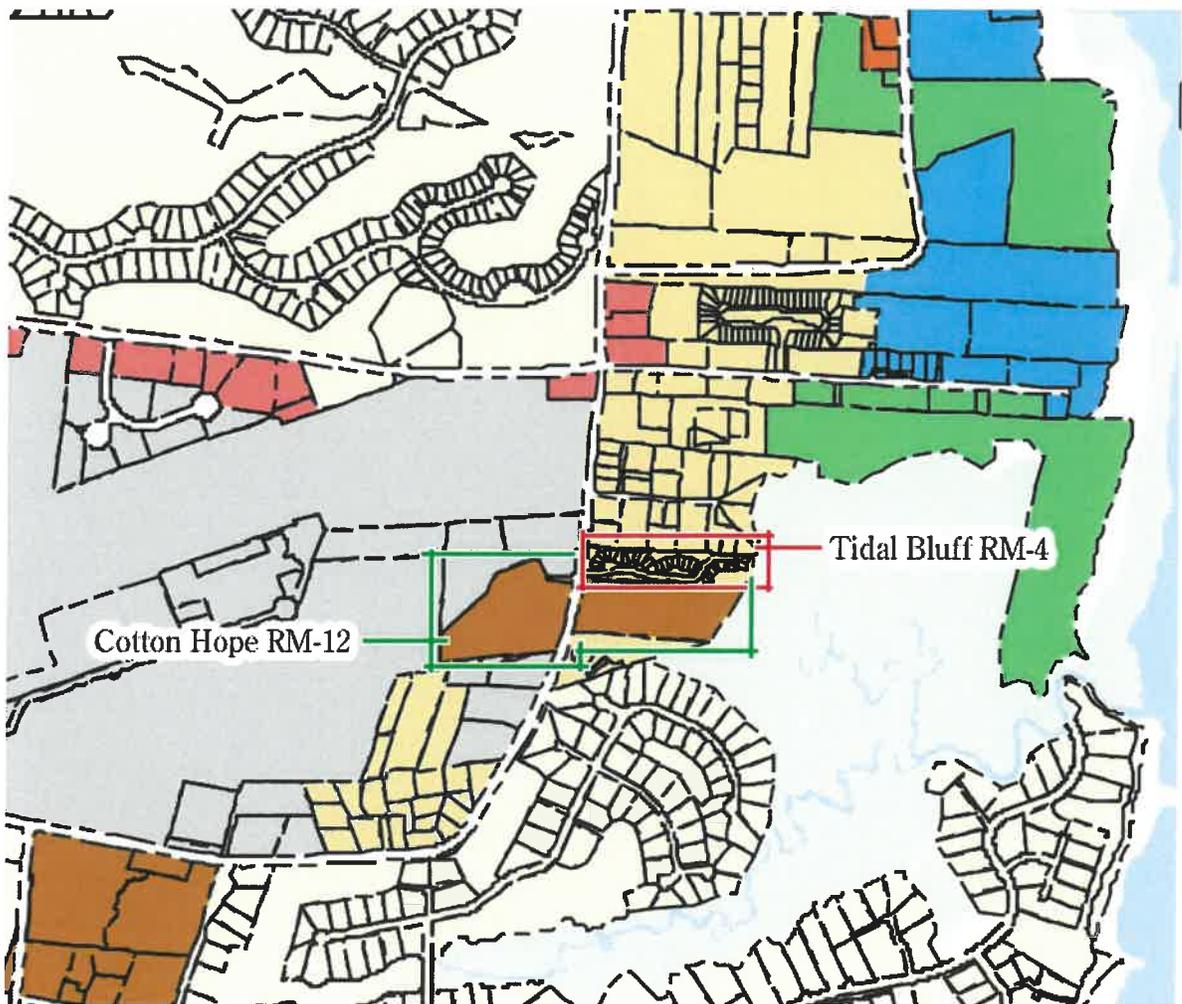
Attachment G  
Applicant Narrative 2 Tidal Bluff Road

La ciudad de la isla de Hilton Head tiene un sistema que escucha de Asistive y un traductor español disponibles a petición. Llame por favor 843-341-4757 antes de la reunión para arreglar para estos servicios.

Kindest regards,



Michael G. Thomas  
Thomas Design Group, LLC, President  
Cordillo TB, LLC, Partner



End of document.

4  
to J  
McNair  
6888

Attachment G  
Applicant Narrative 2 Tidal Bluff Road

RECORDED  
2017 Mar 24 11:24 AM  
*[Signature]*  
BEAUFORT COUNTY AUDITOR

BEAUFORT COUNTY SC - ROD  
BK 3554 Pgs 2319-2322  
FILE NUM 2017009435  
02/24/2017 12:07:21 PM  
REC'D BY fjenkins RCPT# 840818  
RECORDING FEES \$10.00  
County Tax \$3,492.50  
State Tax \$8,255.00  
Transfer Tax \$7,937.50

*This deed was prepared in the law offices of*  
**MCNAIR LAW FIRM, P.A.**  
23-B Shelter Cove Ln #400  
Hilton Head Island, SC 29928  
843-785-2171

**Exhibit A**

STATE OF SOUTH CAROLINA )  
  )  
COUNTY OF BEAUFORT        )

**TITLE TO REAL ESTATE**  
**(Limited Warranty)**

**KNOW ALL MEN BY THESE PRESENTS**, that CJT Real Property, LLC, hereinafter referred to as "Grantor," in the State aforesaid, for and in consideration of the sum of Three Million One Hundred Seventy-Five Thousand and 00/100 Dollars (\$3,175,000.00) to Grantor in hand paid by

Cordillo TB, LLC, a Delaware limited liability company  
980 N. Michigan Avenue  
Suite 1660  
Chicago, IL 60611

hereinafter referred to as "Grantee," the receipt of which is hereby acknowledged, has granted, bargained, sold and released and by these presents does grant, bargain, sell and release, subject to the easements, restrictions, reservations and conditions set forth in the legal description below, unto the said Grantee, the following described property: ALL those certain single family residences lying and being on Hilton Head Island, Beaufort County, South Carolina, known as TOWNHOUSE UNITS 5A, 5B, 7A, 7B, 9A, 9B, 11A, 11B, 13A, 13B, 15A, 15B, 19A, 19B, 21A, 21B, 23A, 23B, 25A, 25B, 26A, 26B, 28A, 28B, 30A, 30B, 32A, 32B, 34A and 34B formerly known as TIDAL BLUFF HORIZONTAL PROPERTY REGIME and all roadways, open space, storm water retention ponds, decks and all other privileges and rights associated with said real property shown as 4.96 acres, a portion of District 510, Parcels 17 & 17A, located on Dillon Road, Hilton Head Island, Beaufort County, South Carolina, prepared by Wesley R. Honeycutt, dated June 26, 2013, recorded in the Beaufort County Records in Plat Book 137 at Page 49 ("Subdivision Plat").

- Tax Map Nos. R510-005-000-0017-0001 (Unit 5A)
- R510-005-000-0017-0002 (Unit 7A)
- R510-005-000-0017-0003 (Unit 9A)
- R510-005-000-0017-0004 (Unit 11A)
- R510-005-000-0017-0005 (Unit 13A)
- R510-005-000-0017-0006 (Unit 15A)
- R510-005-000-0017-0007 (Unit 17A) (now Unit 19A)
- R510-005-000-0017-0008 (Unit 21A)
- R510-005-000-0017-0009 (Unit 23A)
- R510-005-000-0017-0010 (Unit 25A)



Attachment G  
Applicant Narrative 2 Tidal Bluff Road

**EXHIBIT A**  
**PERMITTED EXCEPTIONS**

1. Taxes and assessments for the year 2016 now payable, but not yet delinquent, and taxes and assessments for the year 2017 and subsequent years, which are a lien, but are not yet due and payable.
2. Easement to Palmetto Electric Cooperative, Inc., recorded in the Beaufort County Records in Book 1078 at Page 767.
3. Terms and conditions of Easement Agreement by and between the Town of Hilton Head and Group 2, Inc., recorded in the Beaufort County Records in Book 1540 at Page 597.
4. All easements and other matters, including OCRM critical line and that certain twenty (20') foot minimum OCRM buffer, as shown on plat recorded in the Beaufort County Records in Plat Book 119 at Page 143.
5. Rights of others and/or tenants in and to the use of the joint party wall situated between Units A and B of each building, and shown on Final Subdivision Plat of Tidal Bluff Townhomes, dated January 4, 2013, revised February 3, 2013 and recorded in the Beaufort County Records in Plat Book 137 at Page 49, and ALTA/NSPS Survey of Tidal Bluff Townhomes dated January 27, 2017, both prepared by Wesley R. Huneycutt.
6. Title to that portion of the Property lying between the high and low-water marks of the bank of Fish Haul Creek, and rights of upper and lower riparian owners in and to said Fish Haul Creek.
7. Interest created by, or limitations on use imposed by, the Federal Coastal Zone Management Act or other federal law or regulation, or by South Carolina Code §48-39-10 through 48-39-360, as amended, or any regulations promulgated pursuant to said state or federal laws.
8. Riparian rights or title to the portion of the Property which lies below the mean high water mark of the private pond areas adjacent to the Property.
9. Rights of tenants under unrecorded leases, as tenants only, with no right of first refusal or right to purchase.
10. Final Subdivision Plat of Tidal Bluff Townhomes, dated January 4, 2013, revised February 3, 2013 and recorded in the Beaufort County Records in Plat Book 137 at Page 49, and ALTA/NSPS Survey of Tidal Bluff Townhomes dated January 27, 2017, both prepared by Wesley R. Huneycutt, disclose the following:
  - a. buffers;
  - b. OCRM critical line; and
  - c. 20' and 40' setbacks.

Attachment G  
Applicant Narrative 2 Tidal Bluff Road

R510-005-000-0017-0011 (Unit 26A)  
R510-005-000-0017-0012 (Unit 28A)  
R510-005-000-0017-0013 (Unit 30A)  
R510-005-000-0017-0014 (Unit 32A)  
R510-005-000-0017-0015 (Unit 34A)  
R510-005-000-0017-0016 (Unit 5B)  
R510-005-000-0017-0017 (Unit 7B)  
R510-005-000-0017-0018 (Unit 9B)  
R510-005-000-0017-0019 (Unit 11B)  
R510-005-000-0017-0020 (Unit 13B)  
R510-005-000-0017-0021 (Unit 15B)  
R510-005-000-0017-0022 (Unit 17B) (now Unit 19B)  
R510-005-000-0017-0023 (Unit 21B)  
R510-005-000-0017-0024 (Unit 23B)  
R510-005-000-0017-0025 (Unit 25B)  
R510-005-000-0017-0026 (Unit 26B)  
R510-005-000-0017-0027 (Unit 28B)  
R510-005-000-0017-0028 (Unit 30B)  
R510-005-000-0017-0029 (Unit 32B)  
R510-005-000-0017-0030 (Unit 34B)  
R510-005-000-0017-0000 (open space, parking and right-of-way)

The property intended to be conveyed herein is the same property conveyed to the within Grantor by Deed from Atlas SC I SPE llc, a NC, LLC dated June 28, 2010, and recorded in book 2969 at page940.

**THIS CONVEYANCE IS MADE SUBJECT TO** the matters shown on Exhibit A attached hereto and forming a part hereof.

**TOGETHER** with all and singular the Rights, Members, Hereditaments and Appurtenances to the said Premises belonging, or in anywise incident or appertaining.

**TO HAVE AND TO HOLD** all and singular the said premises before mentioned, unto the Grantee, its successors and assigns forever; subject, however, to the rights, conditions and restrictions that constitute covenants running with the land, all as set forth herein.

**AND** Grantor does hereby bind itself and its successors to warrant and forever defend all and singular the said premises unto Grantee, its successors and assigns, against Grantor and its successors lawfully claiming or to claim the same, or any part thereof by, through or under Grantor.

## Attachment G

## Applicant Narrative 2 Tidal Bluff Road

ADD DMP Record 3/7/2017 08:06:10  
 -> Book/Page O BK 3554 PG 2323A  
 BEAUFORT COUNTY TAX MAP REFERENCE  
 Dist Map SMap Parcel Block Week  
 R510 005 000 0376 0000 00

ADD DMP Record 3/7/2017 08:06:10  
 -> Book/Page O BK 3554 PG 2323A  
 BEAUFORT COUNTY TAX MAP REFERENCE  
 Dist Map SMap Parcel Block Week  
 R510 005 000 0378 0000 00

ADD DMP Record 3/7/2017 08:06:10  
 -> Book/Page O BK 3554 PG 2323A  
 BEAUFORT COUNTY TAX MAP REFERENCE  
 Dist Map SMap Parcel Block Week  
 R510 005 000 0379 0000 00

ADD DMP Record 3/7/2017 08:06:10  
 -> Book/Page O BK 3554 PG 2323A  
 BEAUFORT COUNTY TAX MAP REFERENCE  
 Dist Map SMap Parcel Block Week  
 R510 005 000 0380 0000 00

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 -> Book/Page O BK 3554 PG 2323A  
 BEAUFORT COUNTY TAX MAP REFERENCE  
 Dist Map SMap Parcel Block Week  
 R510 005 000 0381 0000 00

ADD DMP Record 3/7/2017 08:06:10  
 -> Book/Page O BK 3554 PG 2323A  
 BEAUFORT COUNTY TAX MAP REFERENCE  
 Dist Map SMap Parcel Block Week  
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ADD DMP Record 3/7/2017 08:06:10  
 -> Book/Page O BK 3554 PG 2323A  
 BEAUFORT COUNTY TAX MAP REFERENCE  
 Dist Map SMap Parcel Block Week  
 R510 005 000 0383 0000 00

ADD DMP Record 3/7/2017 08:06:10  
 -> Book/Page O BK 3554 PG 2323A  
 BEAUFORT COUNTY TAX MAP REFERENCE  
 Dist Map SMap Parcel Block Week  
 R510 005 000 0384 0000 00

ADD DMP Record 3/7/2017 08:06:10  
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 BEAUFORT COUNTY TAX MAP REFERENCE  
 Dist Map SMap Parcel Block Week  
 R510 005 000 0385 0000 00

ADD DMP Record 3/7/2017 08:06:10  
 -> Book/Page O BK 3554 PG 2323A  
 BEAUFORT COUNTY TAX MAP REFERENCE  
 Dist Map SMap Parcel Block Week  
 R510 005 000 0386 0000 00

ADD DMP Record 3/7/2017 08:06:10  
 -> Book/Page O BK 3554 PG 2323A  
 BEAUFORT COUNTY TAX MAP REFERENCE  
 Dist Map SMap Parcel Block Week  
 R510 005 000 0387 0000 00

ADD DMP Record 3/7/2017 08:06:10  
 -> Book/Page O BK 3554 PG 2323A  
 BEAUFORT COUNTY TAX MAP REFERENCE  
 Dist Map SMap Parcel Block Week  
 R510 005 000 0388 0000 00

## Attachment G

## Applicant Narrative 2 Tidal Bluff Road

ADD DMP Record 3/7/2017 08:06:11  
 -> Book/Page O BK 3554 PG 2323A  
 BEAUFORT COUNTY TAX MAP REFERENCE

Dist	Map	SMap	Parcel	Block	Week
R510	005	000	0389	0000	00

ADD DMP Record 3/7/2017 08:06:11  
 -> Book/Page O BK 3554 PG 2323A  
 BEAUFORT COUNTY TAX MAP REFERENCE

Dist	Map	SMap	Parcel	Block	Week
R510	005	000	0390	0000	00

ADD DMP Record 3/7/2017 08:06:11  
 -> Book/Page O BK 3554 PG 2323A  
 BEAUFORT COUNTY TAX MAP REFERENCE

Dist	Map	SMap	Parcel	Block	Week
R510	005	000	0391	0000	00

ADD DMP Record 3/7/2017 08:06:11  
 -> Book/Page O BK 3554 PG 2323A  
 BEAUFORT COUNTY TAX MAP REFERENCE

Dist	Map	SMap	Parcel	Block	Week
R510	005	000	0392	0000	00

ADD DMP Record 3/7/2017 08:06:11  
 -> Book/Page O BK 3554 PG 2323A  
 BEAUFORT COUNTY TAX MAP REFERENCE

Dist	Map	SMap	Parcel	Block	Week
R510	005	000	0393	0000	00

ADD DMP Record 3/7/2017 08:06:11  
 -> Book/Page O BK 3554 PG 2323A  
 BEAUFORT COUNTY TAX MAP REFERENCE

Dist	Map	SMap	Parcel	Block	Week
R510	005	000	0394	0000	00

ADD DMP Record 3/7/2017 08:06:11  
 -> Book/Page O BK 3554 PG 2323A  
 BEAUFORT COUNTY TAX MAP REFERENCE

Dist	Map	SMap	Parcel	Block	Week
R510	005	000	0395	0000	00

ADD DMP Record 3/7/2017 08:06:11  
 -> Book/Page O BK 3554 PG 2323A  
 BEAUFORT COUNTY TAX MAP REFERENCE

Dist	Map	SMap	Parcel	Block	Week
R510	005	000	0396	0000	00

ADD DMP Record 3/7/2017 08:06:11  
 -> Book/Page O BK 3554 PG 2323A  
 BEAUFORT COUNTY TAX MAP REFERENCE

Dist	Map	SMap	Parcel	Block	Week
R510	005	000	0397	0000	00

ADD DMP Record 3/7/2017 08:06:11  
 -> Book/Page O BK 3554 PG 2323A  
 BEAUFORT COUNTY TAX MAP REFERENCE

Dist	Map	SMap	Parcel	Block	Week
R510	005	000	0398	0000	00

ADD DMP Record 3/7/2017 08:06:11  
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 BEAUFORT COUNTY TAX MAP REFERENCE

Dist	Map	SMap	Parcel	Block	Week
R510	005	000	0399	0000	00

ADD DMP Record 3/7/2017 08:06:11  
 -> Book/Page O BK 3554 PG 2323A  
 BEAUFORT COUNTY TAX MAP REFERENCE

Dist	Map	SMap	Parcel	Block	Week
R510	005	000	0400	0000	00

## Attachment G

## Applicant Narrative 2 Tidal Bluff Road

ADD DMP Record 3/7/2017 08:06:12  
 -> Book/Page O BK 3554 PG 2323A  
 BEAUFORT COUNTY TAX MAP REFERENCE

Dist	Map	SMap	Parcel	Block	Week
R510	005	000	0401	0000	00

ADD DMP Record 3/7/2017 08:06:12  
 -> Book/Page O BK 3554 PG 2323A  
 BEAUFORT COUNTY TAX MAP REFERENCE

Dist	Map	SMap	Parcel	Block	Week
R510	005	000	0402	0000	00

ADD DMP Record 3/7/2017 08:06:12  
 -> Book/Page O BK 3554 PG 2323A  
 BEAUFORT COUNTY TAX MAP REFERENCE

Dist	Map	SMap	Parcel	Block	Week
R510	005	000	0403	0000	00

ADD DMP Record 3/7/2017 08:06:12  
 -> Book/Page O BK 3554 PG 2323A  
 BEAUFORT COUNTY TAX MAP REFERENCE

Dist	Map	SMap	Parcel	Block	Week
R510	005	000	0404	0000	00

ADD DMP Record 3/7/2017 08:06:12  
 -> Book/Page O BK 3554 PG 2323A  
 BEAUFORT COUNTY TAX MAP REFERENCE

Dist	Map	SMap	Parcel	Block	Week
R510	005	000	0405	0000	00

ADD DMP Record 3/7/2017 08:06:12  
 -> Book/Page O BK 3554 PG 2323A  
 BEAUFORT COUNTY TAX MAP REFERENCE

Dist	Map	SMap	Parcel	Block	Week
R510	005	000	0406	0000	00

Attachment G  
Applicant Narrative 2 Tidal Bluff Road

Exhibit B

Control Point, Inc.  
6150 Harris Technology Blvd.  
Charlotte, NC 28216  
Phone: (704) 399-1010  
Fax: (704) 399-1020  
NC: C-2725  
SC: CCA 3489



BOUNDARY SURVEY  
OF  
TIDAL BLUFF TOWNHOMES  
HILTON HEAD ISLAND  
BEAUFORT COUNTY, SOUTH CAROLINA

OWNER:  
CJT REAL PROPERTY, LLC  
10000 WILSON ROAD  
CHARLOTTE, NC 28268

DRAWN BY:  
APPROVED BY:  
SHEET NO. 1 OF 1  
DATE: 12/21/16  
JOB NAME:  
CITYTAL BLUFF  
SCALE: 1"=40' (1/4"=10')



SURVEY PREPARED FOR:  
RIC VALERIANO

FLOOD ZONE DISCLOSURE:  
SOME OR ALL AREAS ON THIS PLAN ARE FLOOD HAZARD AREAS AND HAVE BEEN IDENTIFIED AS HAVING AT LEAST A ONE PERCENT CHANCE OF BEING FLOODED IN ANY GIVEN YEAR BY RISING TIDAL WATERS ASSOCIATED WITH POSSIBLE HURRICANES. LOCAL REGULATIONS REQUIRE THAT CERTAIN FLOOD HAZARD PROTECTIVE MEASURES BE INCORPORATED IN THE DESIGN AND CONSTRUCTION OF STRUCTURES IN THESE DESIGNATED AREAS. REFERENCE SHALL BE MADE TO THE DEVELOPMENT COVENANTS AND RESTRICTIONS OF THIS DEVELOPMENT AND REQUIREMENTS OF THE TOWN BUILDING OFFICIAL. IN ADDITION, FEDERAL LAW REQUIRES MANDATORY PURCHASE OF FLOOD INSURANCE AS A PREREQUISITE TO FEDERALLY INSURED MORTGAGE FINANCING IN THESE DESIGNATED FLOOD HAZARD AREAS.

CURVE	LENGTH	RADIUS	CHORD	BEARING
C1	7.77	60.00	7.76	N42°06'57"E
C2	3.55	70.00	3.55	S93°51'26"W
C3	81.71	175.52	80.97	S65°48'14"E
C4	48.50	100.00	48.22	N62°22'34"E
C5	22.15	20.00	21.04	N88°47'01"E
C6	80.25	80.00	76.92	S19°35'50"W
C7	40.12	40.00	38.46	S19°35'50"W
C8	66.46	60.00	63.11	N16°47'01"E
C9	60.44	160.00	60.30	N42°22'34"E
C10	61.96	135.52	61.42	S65°48'14"E
C11	1.53	30.00	1.53	S41°02'34"W
C12	12.95	100.00	12.94	N42°06'57"E

LINE	LENGTH	BEARING
L183	5.24	N41°00'06"E
L184	21.04	N01°04'05"E
L185	24.15	N67°31'46"E
L186	25.85	N27°21'43"E
L187	44.42	N48°19'16"E
L188	55.73	S41°44'44"E
L189	24.93	N47°31'24"E
L190	32.12	N48°07'46"E
L191	55.42	S41°44'44"E
L192	32.12	N47°31'24"E
L193	28.38	N48°32'02"E
L194	55.10	S41°44'44"E
L195	26.68	N47°31'24"E
L196	6.74	N47°31'24"E
L197	24.16	S42°04'50"W
L198	21.58	N04°33'52"E
L199	24.16	S42°04'50"W
L200	6.90	S41°44'44"E
L201	33.21	S41°44'44"E
L202	33.27	N47°31'24"E
L203	11.33	N70°21'57"W
L204	72.21	N63°01'14"E
L205	39.46	S21°37'27"E
L206	47.00	N42°06'57"E
L207	34.00	S21°37'27"E
L208	72.20	N64°42'22"E
L209	32.94	S21°37'27"E
L210	24.93	N20°14'42"E
L211	43.53	S08°00'33"W
L212	21.94	S07°34'13"W

LINE	LENGTH	BEARING
L17	72.20	N04°51'47"E
L18	7.31	S85°08'19"E
L19	5.36	S05°08'19"E
L20	17.37	S68°24'30"E
L21	42.23	S41°38'07"E
L22	43.29	S43°33'59"W
L23	12.88	S85°08'19"E
L24	10.64	N70°44'22"E
L25	10.25	S05°08'19"E
L26	36.04	N54°34'50"E
L27	72.54	S68°24'30"E
L28	54.86	S34°12'00"W
L29	41.01	N10°01'32"E
L30	74.07	N58°14'40"W
L31	28.00	N41°33'30"E
L32	41.01	N57°12'40"E
L33	75.54	S48°19'51"E
L34	27.88	N42°27'22"E
L35	38.85	N37°12'40"E
L36	76.08	N44°28'33"W
L37	33.60	N42°27'22"E
L38	47.05	N56°35'58"E
L39	77.09	S21°37'27"E
L40	27.35	N67°20'22"E
L41	36.98	N44°28'33"W
L42	77.77	N27°42'38"E
L43	34.02	N67°20'22"E
L44	44.95	N75°46'29"E
L45	73.61	S41°33'37"E
L46	26.84	N71°28'46"E
L47	35.20	N75°46'29"E
L48	71.12	N41°33'37"W
L49	33.29	N71°28'46"E
L50	8.00	S49°00'34"W
L51	33.12	S41°23'38"E
L52	32.66	S41°23'38"E
L53	57.59	S49°00'34"W
L54	31.76	S41°23'38"E
L55	37.38	S48°36'22"W
L56	22.21	S78°21'13"W
L57	22.63	S41°23'38"E
L58	37.37	S77°20'17"E
L59	22.02	S72°44'17"E
L60	62.81	S77°20'17"E
L61	24.15	N12°34'43"E
L62	43.71	S12°44'44"W

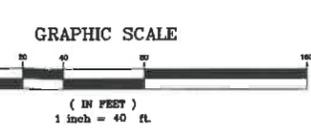
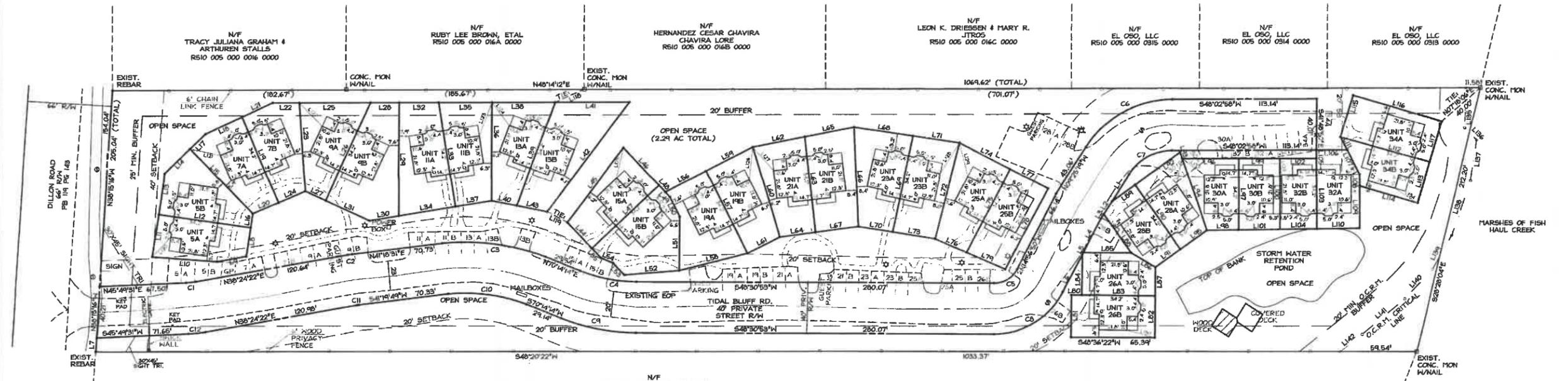
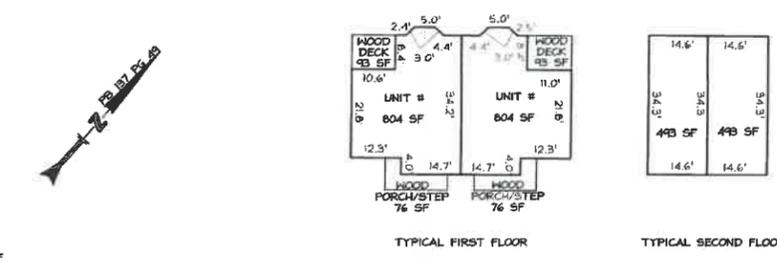
LINE	LENGTH	BEARING
L1	24.98	S07°29'19"E
L2	12.07	S07°29'19"E
L3	4.18	S07°29'19"E
L4	29.85	S14°56'50"E
L5	1.75	S14°56'50"E
L6	32.62	S14°56'50"E
L7	10.76	S38°15'16"E
L8	22.95	S38°15'16"E
L9	22.84	N67°14'07"E
L10	50.55	N54°34'50"E
L11	33.59	S33°37'58"E
L12	72.20	N54°34'50"E
L13	32.60	S33°37'58"E
L14	27.76	S03°43'05"W
L15	70.66	N65°11'46"W
L16	11.00	S33°37'58"E
L17	16.28	S03°43'05"W
L18	31.43	S23°21'24"E
L19	73.18	S6°45'12"E
L20	22.00	N25°08'38"E
L21	26.39	S23°21'24"E
L22	20.93	N48°41'12"E
L23	64.85	N45°52'47"W
L24	23.00	N05°08'38"E
L25	56.20	N47°41'12"E
L26	84.41	N71°11'41"E
L27	17.70	N74°49'46"E
L28	22.24	N48°14'12"E
L29	88.85	N47°41'12"E
L30	23.06	N38°55'19"E
L31	38.04	N72°49'46"E
L32	30.78	N48°14'12"E
L33	82.64	S51°04'42"E
L34	44.76	N38°55'19"E
L35	41.44	N48°14'12"E
L36	76.99	N47°49'46"W
L37	28.48	N38°55'19"E
L38	49.35	N48°14'12"E
L39	86.24	S21°31'20"E
L40	14.91	N51°36'53"E
L41	58.39	N48°14'12"E
L42	107.18	N42°55'21"W
L43	24.36	N59°34'53"E
L44	28.14	S85°08'19"E
L45	73.25	N45°52'19"W
L46	40.53	S65°08'19"E

LOT DATA	AREA	ACRES
5A	2,178 sq. ft.	0.050 acres
5B	2,555 sq. ft.	0.059 acres
7A	2,542 sq. ft.	0.058 acres
7B	2,542 sq. ft.	0.058 acres
8A	2,647 sq. ft.	0.062 acres
8B	3,646 sq. ft.	0.084 acres
9A	3,210 sq. ft.	0.074 acres
9B	2,775 sq. ft.	0.064 acres
10A	2,740 sq. ft.	0.063 acres
10B	3,541 sq. ft.	0.081 acres
11A	2,470 sq. ft.	0.057 acres
11B	3,035 sq. ft.	0.070 acres
12A	2,767 sq. ft.	0.064 acres
12B	2,508 sq. ft.	0.058 acres
13A	2,565 sq. ft.	0.059 acres
13B	2,760 sq. ft.	0.064 acres
14A	2,855 sq. ft.	0.066 acres
14B	2,741 sq. ft.	0.063 acres
15A	2,687 sq. ft.	0.062 acres
15B	2,403 sq. ft.	0.055 acres
16A	2,149 sq. ft.	0.049 acres
16B	1,946 sq. ft.	0.045 acres
17A	1,941 sq. ft.	0.045 acres
17B	1,792 sq. ft.	0.041 acres
18A	1,471 sq. ft.	0.034 acres
18B	1,674 sq. ft.	0.038 acres
19A	2,417 sq. ft.	0.055 acres
19B	1,894 sq. ft.	0.043 acres

- NOTES:
- AREAS ARE CALCULATED BY THE COORDINATE COMPUTATION METHOD.
  - ALL DISTANCES ARE HORIZONTAL MEASUREMENTS UNLESS OTHERWISE NOTED.
  - PARCEL ID: RS10 005 000 0017 0000
  - DEED REF/TITLE SOURCE: PG 137 PG 4A, PG 294A PG 940 MAP REF: PG 141 PG 143, PG 41 PG 124
  - ZONED: RM-4
  - AREAS:  
TOTAL SITE AREA: 4.96 AC  
R/W AREA: 0.95 AC  
TOTAL LOT AREA: 1.72 AC  
OPEN SPACE PROVIDED: 2.29 AC (46.2%)  
MIN OPEN SPACE REQUIRED: 0.69 AC
  - TOTAL NUMBER OF LOTS: 30
  - 20' SETBACK FROM R/W OF TIDAL BLUFF RD.
  - THIS PROPERTY IS LOCATED IN FEMA ZONE A7 AS SHOWN ON FIR1 PANEL 450250 0004D, MAP REVISED SEPTEMBER 24, 1986. BASE FLOOD ELEVATION=14.0'
  - THIS PROPERTY LIES EITHER PARTIALLY OR WHOLLY WITHIN THE HILTON HEAD ISLAND AIRPORT OVERLAY DISTRICT AND IS SUBJECT TO NOISE THAT MAY BE OBJECTIONABLE.
  - FIELD WORK PERFORMED NOVEMBER 21, 2016.

LOCATION	EACH	TOTAL
FIRST FLOOR AREA	804 SF	24,120 SF
SECOND FLOOR AREA	493 SF	14,790 SF
PORCH AREAS	76 SF	2,284 SF
TOTAL	1,373 SF	41,194 SF

PAVED PARKING AREA	N/A	39,854 SF
WALKWAYS	N/A	6,185 SF



I HEREBY STATE TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF, AND IN MY PROFESSIONAL OPINION, THE SURVEY SHOWN HEREON WAS MADE IN ACCORDANCE WITH THE REQUIREMENTS OF THE "MINIMUM STANDARDS MANUAL FOR THE PRACTICE OF LAND SURVEYING IN SOUTH CAROLINA", AND MEETS OR EXCEEDS THE REQUIREMENTS FOR A CLASS "A" SURVEY AS SPECIFIED THEREIN.

*Ric Valeriano*  
RIC VALERIANO  
DATE: 12/21/16  
S.C. PLS# 25445

Attachment G  
Applicant Narrative 2 Tidal Bluff Road



**Typical Duplex Information:**  
Three Bedroom Duplex = 30 total units (180 beds)  
(2 Baths, Kitchen, Dining, Great Rm, Screened Porch)

**Typical Duplex Square Footages:**  
Typical First Floor = 804 SF  
Typical Second Floor = 493 SF



Typical 1st Floor Plan

Typical 2nd Floor Plan

Exhibit C

DATE PER:	DATE:	BY:

A New Residential Project for:  
**Tidal Bluff Duplexes**  
Dillon Road  
Hilton Head Island, South Carolina

**THOMAS**  
DESIGN GROUP, INC  
74 Sparrowhawk Lane  
Hilton Head Island, SC 29926  
843.715.9434

Copyright:  
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Disclaimer:  
TDG, Inc. waives any and all responsibility and liability which arise from the failure to follow the drawings, related documents, specified products, material and methods of construction and the design intent they convey, or from any other failures to obtain and/or follow TDG's guidance w/ respect to any errors, omissions, inconsistencies, ambiguities, or conflicts which may be alleged.

TDG Project # 2017.02

C100

Architectural Site Plan

# Exhibit D1

## Attachment G Applicant Narrative 2 Tidal Bluff Road



Billing Date	June 20, 2019
Invoice Number	62535

Acct No	Service Address	Meter No	Meter Rgds	Days	Bill Period	Mult	KWH	Actual KW	Billed KW	
Rate		Electric Last Year	Electric Last Month	Current Electric	Outdoor Lighting	Other Charges	Bal Fwd	Tax	Roundup®	Total Due
235301001	TIDAL BLUFF-OUTDOOR LIGHTS	0	0 - 0	32	May 19 - Jun 20	0	0	0.000	0.000	
Commercial Lighting		0.00	0.00	0.00	262.49	0.00	0.00	26.79	0.00	<b>289.28</b>
235301002	TIDAL BLUFF RD 32A	124617905	40802 - 42458	31	May 16 - Jun 16	1	1656	0.000	0.000	
Residential Electric		217.91	129.96	186.57	0.00	0.00	0.00	5.60	0.83	<b>193.00</b>
235301003	TIDAL BLUFF RD 21A	124611924	55915 - 57278	31	May 16 - Jun 16	1	1363	0.000	0.000	
Residential Electric		146.31	137.79	156.56	0.00	0.00	0.00	4.70	0.74	<b>162.00</b>
235301004	TIDAL BLUFF RD 9B	121288528	82025 - 83788	31	May 16 - Jun 16	1	1763	0.000	0.000	
Residential Electric		180.38	158.22	197.52	0.00	0.00	0.00	5.93	0.55	<b>204.00</b>
235301005	TIDAL BLUFF RD 19B	115606470	3532 - 5640	31	May 16 - Jun 16	1	2108	0.000	0.000	
Residential Electric		163.49	122.52	232.85	0.00	5.95	0.00	6.99	0.21	<b>246.00</b>
235301006	TIDAL BLUFF RD 15B	121288035	77271 - 78866	31	May 16 - Jun 16	1	1595	0.000	0.000	
Residential Electric		152.49	122.01	180.32	0.00	0.00	0.00	5.41	0.27	<b>186.00</b>
235301007	TIDAL BLUFF-SEC GATE	105284153	14865 - 15071	31	May 16 - Jun 16	1	206	0.000	0.000	
Small Commercial		36.11	34.91	38.94	0.00	0.00	0.00	3.98	0.08	<b>43.00</b>
235301008	TIDAL BLUFF RD 30A	115606220	93461 - 96054	31	May 16 - Jun 16	1	2593	0.000	0.000	
Residential Electric		233.84	252.51	282.51	0.00	0.00	0.00	8.48	0.01	<b>291.00</b>
235301009	TIDAL BLUFF RD 7A	124642422	46307 - 47193	31	May 16 - Jun 16	1	886	0.000	0.000	
Residential Electric		158.28	111.49	107.73	0.00	0.00	0.00	3.23	0.04	<b>111.00</b>
235301010	TIDAL BLUFF RD 19A	124642420	44049 - 46438	31	May 16 - Jun 16	1	2389	0.000	0.000	
Residential Electric		195.04	190.82	261.62	0.00	0.00	0.00	7.85	0.53	<b>270.00</b>
<b>Total Charges Due On July 5, 2019</b>										<b>\$6,971.28</b>

This bill amount is payable in full on or before the due date or draft date.

**Are you prepared for summer storms?**  
 visit [palmetto.coop](http://palmetto.coop) for storm preparedness information  
**Power Out?**  
 Call 1-866-445-5551 or use our **FREE Mobile App.**

PLEASE DETACH AND RETURN THIS PORTION WITH PAYMENT

SC09400F

PALMETTO ELECTRIC COOPERATIVE INC  
 4063 GRAYS HWY  
 RIDGELAND SC 29936-4360  
 Temp-Return Service Requested



<b>Member Number</b>	235301
<b>Invoice Number</b>	62535
<b>Payment Due Date</b>	July 5, 2019
<b>Total Amount Due</b>	\$6,971.28

\*\*\*\*\*AUTO\*\*5-DIGIT 29901



CORDILLO TB LLC 1  
 PO BOX 21809 178  
 HILTON HEAD ISLAND SC 29925-1809

PALMETTO ELECTRIC COOPERATIVE INC  
 PO BOX 530812  
 ATLANTA GA 30353-0812



01077 00235301000 6 0000062535 000697128 000697128 5

# Attachment G

## Applicant Narrative 2 Tidal Bluff Road



Billing Date	June 20, 2019
Invoice Number	62535

Acct No	Service Address	Meter No	Meter Rdgs	Days	Bill Period	Mult	KWH	Actual KW	Billed KW	
Rate		Electric Last Year	Electric Last Month	Current Electric	Outdoor Lighting	Other Charges	Bal Fwd	Tax	Roundup®	Total Due
235301011	TIDAL BLUFF RD 5B	124637814	50593 - 52035	31	May 16 - Jun 16	1	1442	0.000	0.000	
Residential Electric		147.37	123.25	164.65	0.00	0.00	0.00	4.94	0.41	<b>170.00</b>
235301012	TIDAL BLUFF RD 13B	124637259	70223 - 73801	31	May 16 - Jun 16	1	3578	0.000	0.000	
Residential Electric		155.96	333.49	383.36	0.00	0.00	0.00	11.50	0.14	<b>395.00</b>
235301013	TIDAL BLUFF RD 21B	124635919	75579 - 77958	31	May 16 - Jun 16	1	2379	0.000	0.000	
Residential Electric		243.00	195.66	260.59	0.00	0.00	0.00	7.82	0.59	<b>269.00</b>
235301014	TIDAL BLUFF RD 28B	124634906	66359 - 68022	31	May 16 - Jun 16	1	1663	0.000	0.000	
Residential Electric		210.77	146.57	187.28	0.00	0.00	0.00	5.62	0.10	<b>193.00</b>
235301015	TIDAL BLUFF RD 34B	109968246	5183 - 7272	31	May 16 - Jun 16	1	2089	0.000	0.000	
Residential Electric		223.12	188.55	230.90	0.00	0.00	0.00	6.93	0.17	<b>238.00</b>
235301016	TIDAL BLUFF RD 23B	124636982	53449 - 54840	31	May 16 - Jun 16	1	1391	0.000	0.000	
Residential Electric		181.92	122.84	159.43	0.00	0.00	0.00	4.78	0.79	<b>165.00</b>
235301017	TIDAL BLUFF RD 25A	124639736	57220 - 59228	31	May 16 - Jun 16	1	2008	0.000	0.000	
Residential Electric		201.02	148.93	222.61	0.00	0.00	0.00	6.68	0.71	<b>230.00</b>
235301018	TIDAL BLUFF RD 13A	121287268	76963 - 79012	31	May 16 - Jun 16	1	2049	0.000	0.000	
Residential Electric		210.00	178.13	226.81	0.00	0.00	0.00	6.80	0.39	<b>234.00</b>
235301019	TIDAL BLUFF RD 26B	124642418	51141 - 53952	31	May 16 - Jun 16	1	2811	0.000	0.000	
Residential Electric		264.62	210.83	304.83	0.00	0.00	0.00	9.14	0.03	<b>314.00</b>
235301020	TIDAL BLUFF RD 26A	124640365	47216 - 49300	31	May 16 - Jun 16	1	2084	0.000	0.000	
Residential Electric		177.87	191.44	230.39	0.00	0.00	0.00	6.91	0.70	<b>238.00</b>
235301021	TIDAL BLUFF RD 32B	121288063	96059 - 98428	31	May 16 - Jun 16	1	2369	0.000	0.000	
Residential Electric		257.86	223.42	259.57	0.00	0.00	0.00	7.79	0.64	<b>268.00</b>
235301022	TIDAL BLUFF RD 11A	124642933	34276 - 35802	31	May 16 - Jun 16	1	1526	0.000	0.000	
Residential Electric		166.29	126.86	173.25	0.00	0.00	0.00	5.20	0.55	<b>179.00</b>



# Attachment G

## Applicant Narrative 2 Tidal Bluff Road



Billing Date	June 20, 2019
Invoice Number	62535

Acct No	Service Address	Meter No	Meter Rdgs	Days	Bill Period	Mult	KWH	Actual KW	Billed KW	
Rate		Electric Last Year	Electric Last Month	Current Electric	Outdoor Lighting	Other Charges	Bal Fwd	Tax	Roundup®	Total Due
235301023	TIDAL BLUFF RD 11B	124642423	48318 - 50428	31	May 16 - Jun 16	1	2110	0.000	0.000	
Residential Electric		202.09	151.31	233.05	0.00	0.00	0.00	6.99	0.96	<b>241.00</b>
235301024	TIDAL BLUFF RD 23A	115606972	82398 - 84342	31	May 16 - Jun 16	1	1944	0.000	0.000	
Residential Electric		177.77	153.47	216.05	0.00	0.00	0.00	6.48	0.47	<b>223.00</b>
235301025	TIDAL BLUFF RD 25B	124636989	63711 - 65891	31	May 16 - Jun 16	1	2180	0.000	0.000	
Residential Electric		240.30	161.73	240.22	0.00	0.00	0.00	7.21	0.57	<b>248.00</b>
235301026	TIDAL BLUFF RD 28A	109969709	87673 - 89222	31	May 16 - Jun 16	1	1549	0.000	0.000	
Residential Electric		189.64	145.85	175.61	0.00	0.00	0.00	5.27	0.12	<b>181.00</b>
235301027	TIDAL BLUFF RD 30B	124617903	51131 - 53274	31	May 16 - Jun 16	1	2143	0.000	0.000	
Residential Electric		232.48	201.03	236.43	0.00	0.00	0.00	7.09	0.48	<b>244.00</b>
235301028	TIDAL BLUFF RD 34A	124617904	40621 - 42239	31	May 16 - Jun 16	1	1618	0.000	0.000	
Residential Electric		222.83	144.71	182.67	0.00	0.00	0.00	5.48	0.85	<b>189.00</b>
235301029	TIDAL BLUFF RD 5A	115606218	32221 - 33581	31	May 16 - Jun 16	1	1360	0.000	0.000	
Residential Electric		207.97	132.43	156.25	0.00	0.00	0.00	4.69	0.06	<b>161.00</b>
235301030	TIDAL BLUFF RD 7B	75760376	14812 - 16536	31	May 16 - Jun 16	1	1724	0.000	0.000	
Residential Electric		147.47	138.62	193.52	0.00	0.00	0.00	5.81	0.67	<b>200.00</b>
235301031	TIDAL BLUFF RD 9A	124636988	41588 - 43488	31	May 16 - Jun 16	1	1900	0.000	0.000	
Residential Electric		241.65	163.69	211.55	0.00	0.00	0.00	6.35	0.10	<b>218.00</b>
235301032	TIDAL BLUFF RD 15A	124616059	73121 - 74638	31	May 16 - Jun 16	1	1517	0.000	0.000	
Residential Electric		163.10	139.44	172.33	0.00	0.00	0.00	5.17	0.50	<b>178.00</b>



RECORDING REQUESTED BY AND  
 WHEN RECORDED MAIL TO:  
 Charter Communications  
 Attn: Community Solutions  
 Address: 3140 West Arrowood Rd  
Charlotte, NC 28273

*Above for recorders use only*

**NONEXCLUSIVE INSTALLATION AND SERVICE AGREEMENT**  
**Exclusive Use and Exclusive Marketing**

This Installation and Service Agreement ("Agreement") between ***Time Warner Cable Enterprises LLC*** ("Operator") and Cordillo TB, LLC ("Owner") is dated this 16 day of Ocotober 2018 ("Effective Date"). Capitalized terms used in this Agreement shall have the same meaning as specified in the "Basic Information" Section below.

<b>BASIC INFORMATION</b>	
<b>Premises (or Property) (further described in Exhibit A):</b>	
Premises Name: Tidal Bluff	
Number of Units: 30	
Street Address: 34B Tidal Bluff Rd	
City/State/Zip: Hilton Head Island, SC 29928	
<b>Notices:</b>	
Owner Name: Cordillo TB, LLC	
Address: P.O. Box 21809	
Hilton Head Island, SC 29925	
Phone: (843) 301-4400	
<b>Agreement Term:</b> The period starting on the Start Date and ending on the Expiration Date. The Agreement Term shall automatically be renewed for additional successive terms of 1 years unless either party provides written notice of termination not less than six (6) months prior to the end of the Agreement Term then in effect.	
<b>Start Date:</b> 10/16/2018	<b>Expiration Date:</b> 10/15/2023
<b>Services:</b> Services shall mean all lawful communications services that Operator may provide including, without limitation, all multi-channel video and audio programming services (specifically, "Video Service"), Internet access services, and/or voice services.	
<b>Equipment:</b> All above-ground and underground cables, fiber, internal wiring including cable home wiring and home run wiring, conduit, customer premises equipment such as converters/receivers/set top boxes and modems ("CPE"), electronics and/or any other equipment or facilities necessary for, installed by, and/or used by Operator (or its predecessor(s)-in-interest) (as originally installed in the Premises and as otherwise modified by Operator thereafter) to provide the Services pursuant to the provisions of this Agreement. The Equipment extends from the external boundary lines of the Premises up to and including the outlets in each unit.	

1. **Grant.** In consideration of the mutual promises and other consideration set forth herein, the sufficiency of which is hereby acknowledged, Owner grants Operator the right (including ingress and egress) to install, operate, improve, remove, repair and/or maintain its Equipment within the Premises (including without limitation any buildings or units constructed on or added to the Premises hereafter). Upon termination of

## Attachment G Applicant Narrative 2 Tidal Bluff Road

this Agreement, Operator shall have the right to remove its Equipment, as applicable, provided that any Equipment that Operator does not remove within ninety (90) days of such termination, shall be deemed abandoned and become the property of the Owner. This Agreement may be recorded. The rights granted hereunder shall run with the land and shall bind and inure to the benefit of the parties and their respective successors and assigns.

**2. Services; Equipment.** Operator shall have the (i) nonexclusive right to offer and (ii) exclusive right to market the Services to residents of the Premises ("Residents"). Operator reserves the right to adopt and implement new, improved, additional, modified or enhanced technology, features, CPE, services or capabilities at any time during the Term of this Agreement. Operator may, with or without notice and without breaching this Agreement, disconnect or refuse to provide Services to any person who (i) fails to execute and/or abide by Operator's standard customer agreements, terms of use or acceptable use policies, or other requirements imposed by Operator from time to time; or (ii) uses the Services in violation of applicable law. If Operator reconnects such users, then Operator shall be entitled to charge the Resident Operator's then-current standard disconnection and reconnection fees. Owner acknowledges that the Operator reserves the right to make changes to the programming comprising the Video Services, or add to, discontinue or change the rates and Services or any features or components available to the Premises as Operator may deem necessary or desirable in its sole discretion.

Operator will install, maintain, and/or operate the Equipment in accordance with applicable law. Operator's maintenance and repair obligation to the Internal Wiring (defined below) during the term of the Agreement is only to that Internal Wiring being used to serve its subscribers on the Premises. The Equipment shall always be owned by and constitute the personal property of the Operator, except that from the Effective Date, Operator shall convey all its right, title, and interest in and to the Internal Wiring to the Owner which shall be deemed to be owned by and constitute the personal property of the Owner. The internal wiring located within any building, which includes "cable home wiring" and "home run wiring"<sup>1</sup> (the "Internal Wiring") shall, without limitation, exclude CPE, electronics, active components, and exterior Equipment. Owner hereby grants to Operator the exclusive right to use the Internal Wiring during the Agreement Term and (i) shall not grant any other provider rights to use the Internal Wiring and (ii) shall prohibit other providers from using the same.

For and in consideration of the mutual promises, covenants and agreements set forth in this Agreement, Owner represents that it has not granted and agrees that it will not (i) grant any other easements or rights that will physically interfere with the Operator's delivery of the Services, including signal interference and/or the operation of Equipment on and within the Premises or (ii) use or enable any other person/third party to use any portion of the Equipment (including the Inside Wiring) to provide services to the Residents or occupants. Notwithstanding, both parties acknowledge and agree that such commitment of Equipment-use exclusivity is not intended to limit the rights of the Premises Residents to obtain services to the extent that they elect to do so (a) from a competing multi-channel video provider transmitting its signals directly to the Residents *via* microwave or satellite without making use of the Owner's private property, the common areas of the Premises or the Equipment; (b) from any competing provider that has or is granted access to the Premises to provide services in competition with Operator's Services by the use of distinct facilities separate from the Equipment (subject to Section 3 "Marketing Privileges"); or (c) to the extent that such Resident of the Premises has the right under applicable law to install the facilities of such competing provider within the boundaries of his/her property interest (provided that Owner shall in no event participate in or encourage the installation, provisioning, hook-up, or marketing of such competing services). For purposes of clarification, nothing in this Agreement shall be deemed to prevent Owner from granting another provider of services the right of access to the Premises to provide its services to Residents of the Premises as long as such grant does not interfere with Operator's delivery of Services on the Premises and does not breach Operator's rights granted pursuant to this Agreement.

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<sup>1</sup> The terms "cable home wiring" and "home run wiring" are defined at 47 CFR §§ 76.5(II) and 76.800(d).

## Attachment G

### Applicant Narrative 2 Tidal Bluff Road

Without limiting Operator's exclusive rights to use Internal Wiring and the Equipment, should either (A) an antenna, or signal amplification system; (B) any Owner modification, relocation of, and/or work on the Internal Wiring hereunder; or (C) any damage to or use of the Internal Wiring by Owner or another provider of services granted access to the Premises to provide its service interfere with the provision of Operator's Services hereunder, Owner shall eliminate such interference immediately. Owner shall be responsible and reimburse Operator for damage to any part of the System or Equipment caused by Owner or its affiliates and its and their employees, contractors or agents. In the event (i) installation, repair, maintenance, or proper operation of the Equipment, and/or unhindered provision of the Services is not possible at any time as a result of interference, obstruction, or other condition not caused by Operator, or (ii) such interference, obstruction, or other condition (or the cause thereof) will have negative consequences to Operator's personnel safety or the Equipment, as Operator may determine in its sole discretion, Operator may terminate this Agreement without liability upon written notice to Owner.

**3. Marketing Privileges.** Operator shall have the exclusive right to market and to promote the Services and any comparable services via digital means and portals, on the Premises by means of distribution of printed and digital advertising materials and Service information, Operator provided information on Services in welcome and information packages for Residents and prospective Residents, contacts, demonstrations of services, and direct sales presentations. Owner shall cooperate with Operator in all such promotions on an exclusive basis (including, without limitation, supplying, at Operator's request, current lists of the mailing addresses of the Residents, and allowing, at Operator's request, the display of advertising materials in common areas of the Property and on-site promotional initiatives). Operator shall at all times conduct such promotional activities at reasonable times and in accordance with any applicable municipal ordinance. Owner shall use reasonable efforts to make available in the clubhouse or rental office or other similar location all current marketing publications pertaining to the Services, if such publications are provided to Owner by Operator and Owner shall not permit the distribution or publication of marketing materials or other promotional activities promoting alternative competitive services offered by other providers. If Operator installs WiFi access points at the Premises, Operator may promote the Premises as a WiFi access point in all forms of media, and shall have exclusive right to market the provision of WiFi at the Premises.

**4. Assignment.** This Agreement shall be binding upon the parties and their respective successors, transferees, and assigns and, in the case of Owner (and its successors, transferees and assigns) shall also be binding upon any managing agent or homeowner's association or other authorized representative duly empowered to act on behalf of Owner. This Agreement may be assigned by either party without the consent of the other party. An assignment by Owner shall not be valid hereunder nor release Owner from any obligations arising after such assignment unless and until the assignee in any such transaction assumes this Agreement in writing and Owner provides Operator with a copy of such written assumption by the transferee.

**5. Representations and Warranties.** Owner represents and warrants that it is the legal owner of and the holder of fee title to the Premises; that it has the authority to execute this Agreement. The person signing this Agreement represents and warrants that he/she is Owner's authorized agent with full authority to bind Owner hereto.

**6. Breach of Agreement.** In the event of a default by a party hereto in addition to rights available at law or in equity, the non-defaulting party may (i) terminate the Agreement after 30 days' prior written notice, unless the other party cures or commences to cure such breach during such 30-day period and diligently proceeds with such cure (exercising commercially reasonable efforts). Neither party shall be liable to the other party for any delay or its failure to perform any obligation under this Agreement if such delay or failure is caused by the occurrence of any event beyond such party's reasonable control. In the event of a termination by Operator in accordance with this provision, such termination shall not constitute a termination of the Operator's rights to have access to the Premises for the purposes of providing Services to the Residents thereof.

Attachment G  
Applicant Narrative 2 Tidal Bluff Road

**7. Indemnification.** Each party shall indemnify, defend and hold harmless the other against all liability, claims, losses, damages and expenses (collectively, "Liability"), but only to the extent that such Liability arises from any negligent or willful misconduct, breach of this Agreement, or violation of a third party's rights or applicable law on the part of the party from whom indemnity is sought. Each party seeking such indemnification shall use reasonable efforts to promptly notify the other of any situation giving rise to an indemnification obligation hereunder, and neither party shall enter into a settlement that imposes liability on the other without the other party's consent, which shall not be unreasonably withheld.

**8. Limitation of Liability.** Notwithstanding anything to the contrary stated hereunder, Operator and Owner will not be liable for any indirect, special, incidental, punitive or consequential damages, including, but not limited to, damages based on loss of service, revenues, profits or business opportunities.

**9. Automatic Default.** Owner agrees during the term of the Agreement not to authorize, allow or provide bulk services on Premises from another provider. A violation of this Section is an automatic default of the Agreement.

**10. Severability.** If any one or more of the provisions of this Agreement are found to be invalid or unenforceable, such invalid provision shall be severed from this Agreement, and the remaining provisions of this Agreement will remain in effect without further impairment.

**11. Force Majeure.** Neither party shall be liable to the other for any delay or failure to perform any obligation under this Agreement if such delay or failure is caused by any event beyond such party's reasonable control (a "Force Majeure Event"), including (but not limited to) acts of God, weather, acts of public authority, war, riot, strike, work stoppages or failure or delays of utilities, suppliers or carriers. Such nonperformance will be excused only for so long as such condition exists.

**12. Mandatory Access Laws.** Notwithstanding anything to the contrary in this Agreement, if applicable laws require Owner to provide Operator with access to the Premises for the provision of any Service, then Operator shall continue to be permitted to access and use all Equipment to provide its Services to the Premises. Nothing in this Agreement shall operate as, or be construed to be, a waiver of any rights that Operator may have under such access laws, and all such rights are hereby reserved by Operator.

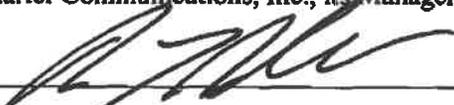
**13. Jurisdiction.** This Agreement shall be governed by federal law and the laws of the state in which the Premises are located (excluding said state's choice of law provisions).

Attachment G  
Applicant Narrative 2 Tidal Bluff Road

IN WITNESS WHEREOF, the parties have set their hands on the date indicated in their respective acknowledgments.

**OPERATOR**

Time Warner Cable Enterprises LLC  
By: Charter Communications, Inc., its Manager

By: 

Printed Name: Lynn Dodson

Title: Director, Spectrum Community Solutions

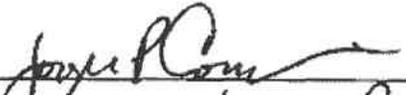
Date: 10/24/16

Witness:

Witness:

**OWNER**

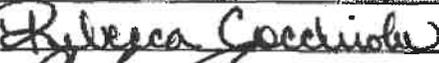
Cordillo TB, LLC

By: 

Printed Name: JOSEPH P. CONCEPCION

Title: VICE PRESIDENT

Date: 10-11-18

Witness: 

Witness: 

Attachment G  
Applicant Narrative 2 Tidal Bluff Road

STATE OF NC.  
COUNTY OF Mecklenburg

On 10-24-18 before me, R. Lynn Dodson, personally appeared personally known to me (or proved to me the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s) or the entity upon behalf of which the person(s) acted, executed the instrument.

WITNESS my hand and official seal.

KENNETH W. ALEXANDER  
NOTARY PUBLIC  
Cabarrus County  
North Carolina  
My Commission Expires October 7, 2019

Signature Kenneth W. Alexander Expiration Date: 10-7-19

STATE OF Illinois  
COUNTY OF Cook

On 10/11/18 before me, Joseph P. Concepcion, personally appeared personally known to me (or proved to me the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s) or the entity upon behalf of which the person(s) acted, executed the instrument.

WITNESS my hand and official seal.

Signature Nicole Clark

OFFICIAL SEAL  
NICOLE CLARK  
NOTARY PUBLIC - STATE OF ILLINOIS  
MY COMMISSION EXPIRES: 12/20/20

Attachment G  
Applicant Narrative 2 Tidal Bluff Road

**EXHIBIT "A"**  
[Owner to insert legal description of Premises.]



Attachment G  
Applicant Narrative 2 Tidal Bluff Road

R510-005-000-0017-0011 (Unit 26A)  
R510-005-000-0017-0012 (Unit 28A)  
R510-005-000-0017-0013 (Unit 30A)  
R510-005-000-0017-0014 (Unit 32A)  
R510-005-000-0017-0015 (Unit 34A)  
R510-005-000-0017-0016 (Unit 5B)  
R510-005-000-0017-0017 (Unit 7B)  
R510-005-000-0017-0018 (Unit 9B)  
R510-005-000-0017-0019 (Unit 11B)  
R510-005-000-0017-0020 (Unit 13B)  
R510-005-000-0017-0021 (Unit 15B)  
R510-005-000-0017-0022 (Unit 17B) (now Unit 19B)  
R510-005-000-0017-0023 (Unit 21B)  
R510-005-000-0017-0024 (Unit 23B)  
R510-005-000-0017-0025 (Unit 25B)  
R510-005-000-0017-0026 (Unit 26B)  
R510-005-000-0017-0027 (Unit 28B)  
R510-005-000-0017-0028 (Unit 30B)  
R510-005-000-0017-0029 (Unit 32B)  
R510-005-000-0017-0030 (Unit 34B)  
R510-005-000-0017-0000 (open space, parking and right-of-way)

The property intended to be conveyed herein is the same property conveyed to the within Grantor by Deed from Atlas SC I SPE llc, a NC, LLC dated June 28, 2010, and recorded in book 2969 at page940. **THIS CONVEYANCE IS MADE SUBJECT TO the matters shown on Exhibit A** attached hereto and forming a part hereof.

**TOGETHER** with all and singular the Rights, Members, Hereditaments and Appurtenances to the said Premises belonging, or in anywise incident or appertaining.

**TO HAVE AND TO HOLD** all and singular the said premises before mentioned, unto the Grantee, its successors and assigns forever; subject, however, to the rights, conditions and restrictions that constitute covenants running with the land, all as set forth herein.

**AND** Grantor does hereby bind itself and its successors to warrant and forever defend all and singular the said premises unto Grantee, its successors and assigns, against Grantor and its successors lawfully claiming or to claim the same, or any part thereof by, through or under Grantor.



Attachment G  
Applicant Narrative 2 Tidal Bluff Road

**EXHIBIT A**  
**PERMITTED EXCEPTIONS**

1. Taxes and assessments for the year 2016 now payable, but not yet delinquent, and taxes and assessments for the year 2017 and subsequent years, which are a lien, but are not yet due and payable.
2. Easement to Palmetto Electric Cooperative, Inc., recorded in the Beaufort County Records in Book 1078 at Page 767.
3. Terms and conditions of Easement Agreement by and between the Town of Hilton Head and Group 2, Inc., recorded in the Beaufort County Records in Book 1540 at Page 597.
4. All easements and other matters, including OCRM critical line and that certain twenty (20') foot minimum OCRM buffer, as shown on plat recorded in the Beaufort County Records in Plat Book 119 at Page 143.
5. Rights of others and/or tenants in and to the use of the joint party wall situated between Units A and B of each building, and shown on Final Subdivision Plat of Tidal Bluff Townhomes, dated January 4, 2013, revised February 3, 2013 and recorded in the Beaufort County Records in Plat Book 137 at Page 49, and ALTA/NSPS Survey of Tidal Bluff Townhomes dated January 27, 2017, both prepared by Wesley R. Huneycutt.
6. Title to that portion of the Property lying between the high and low-water marks of the bank of Fish Haul Creek, and rights of upper and lower riparian owners in and to said Fish Haul Creek.
7. Interest created by, or limitations on use imposed by, the Federal Coastal Zone Management Act or other federal law or regulation, or by South Carolina Code §48-39-10 through 48-39-360, as amended, or any regulations promulgated pursuant to said state or federal laws.
8. Riparian rights or title to the portion of the Property which lies below the mean high water mark of the private pond areas adjacent to the Property.
9. Rights of tenants under unrecorded leases, as tenants only, with no right of first refusal or right to purchase.
10. Final Subdivision Plat of Tidal Bluff Townhomes, dated January 4, 2013, revised February 3, 2013 and recorded in the Beaufort County Records in Plat Book 137 at Page 49, and ALTA/NSPS Survey of Tidal Bluff Townhomes dated January 27, 2017, both prepared by Wesley R. Huneycutt, disclose the following:
  - a. buffers;
  - b. OCRM critical line; and
  - c. 20' and 40' setbacks.

Attachment G  
Applicant Narrative 2 Tidal Bluff Road

ADD DMP Record 3/7/2017 08:06:10  
-> Book/Page O BK 3554 PG 2323A  
BEAUFORT COUNTY TAX MAP REFERENCE  
Dist Map SMap Parcel Block Week  
R510 005 000 0376 0000 00

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R510 005 000 0380 0000 00

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Attachment G  
Applicant Narrative 2 Tidal Bluff Road

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Attachment G  
Applicant Narrative 2 Tidal Bluff Road

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Attachment G

Applicant N **Exhibit D3** Bluff Road

Invoice/Statement

843-681-8900  
American Pride Waste Solutions  
PO Box 3680  
Bluffton, SC 29910

Invoice Date: 02/11/2019  
Invoice Number: 1217922  
Account Number: 100690  
Invoice Amount: 751.85

Due Date: **02/21/2019**

Bill To: BH MANAGEMENT  
TIDAL BLUFF  
PO BOX 21809  
HILTON HEAD SC 29925

AMOUNT ENCLOSED \$ \_\_\_\_\_

Service Location Billing Period  
5 TIDAL BLUFF (OFF DILLON RD) Multi Family R FEB 2019  
HILTON HEAD, SC

----- Please Carefully Detach Top Portion and Return with Payment -----

New Charges as listed below.....  
Multi Family R 751.85

02/11/2019, Svc Period = FEB 2019 5 TIDAL BLUFF (OFF DILLON R

Page 1 of 1 100690 RJ This Invoice 751.85  
Last Payment= \$751.85 Posted: 01/31/2019  
Account Balances as of... 04/30/2019 10:59:11 AM  
Current 30 Days 60 Days 90 Days Total Due  
751.85 751.85 751.85 0.00 2255.55

TERMS:  
Thank You for your business... American Pride Waste Solutions







**BUS ROUTES**

- ROUTE 302** St. Helena, Lady's Island, Port Royal, Beaufort, Burton, Chelsea, Okatie, Bluffton and Hilton Head Island
- ROUTE 307** Gifford, Estill, Lena, Furman, Scotia, Garnett, Hardeeville, Pritchardville, Bluffton and Hilton Head Island
- ROUTE 308** Gillisonville, Pineland Tybranch, Robertsville, Tarboro, Tillman, Wagonbranch, Ridgeland, Spring Hill, Mitchellville, Grahamville, Bluffton and Hilton Head Island
- ROUTE 309** Big Estate, Sheldon, Dale, Stuart Point, Grays Hill, Burton, Bluffton and Hilton Head Island
- ROUTE 310** Fairfax, Hampton, Varnville, Cummings, Early Branch, Yemassee, , Okatie, Bluffton and Hilton Head Island
- ROUTE 311** Allendale, Fairfax, Brunson, Hampton, Varnville, Cummings, Early Branch, Yemassee, Sun City, Bluffton and Hilton Head Island
- ROUTE 320** Ruffin, Walterboro, Hendersonville, Jonesville, Yemassee, Point South, Bluffton and Hilton Head Island

**DEMAND RESPONSE**

- ROUTE 501** Dale, Stuart Point, Grays Hill, Port Royal, Shell Point, Beaufort and Burton
- ROUTE 502** St. Helena, Lady's Island, Port Royal, Beaufort and Burton
- ROUTE 503** Okatie, Bluffton and Hilton Head Island
- ROUTE 702** Big Estate, Sheldon, Lobeco, and Beaufort Area

**COORDINATED ROUTES**

- ROUTE 401** Hilton Head Island & Bluffton
- ROUTE 850** Hardeeville and Ridgeland
- ROUTE 860** Hilton Head Island, Bluffton, Okatie, Beaufort
- ROUTE 861** Bluffton and Okatie



**Public Transportation**  
Serving Allendale, Beaufort, Colleton, Hampton, and Jasper Counties



**843.757.5782**

P.O. Box 2029 • 25 Benton Field Rd.  
Bluffton, SC 29910  
[www.palmettobreezetransit.com](http://www.palmettobreezetransit.com)

**EFFECTIVE DATE SEPTEMBER 1, 2015**

# Palmetto Breeze

## About the Breeze!

Palmetto Breeze provides a wide variety of public transportation services in five Lowcountry counties. This brochure offers information about each of these services and explains how to take advantage of the different transportation options available. The Breeze offers service Monday through Sunday from 4:30 a.m. until 8:00 p.m. Call 843-757-5782 for route schedule information.



## Fixed Routes

If you're riding to and from work or just taking a trip to the coast, you'll travel in air conditioned comfort on 40 foot coaches. The Breeze offers seven fixed bus



routes to and from locations in Allendale, Beaufort, Colleton, Hampton, and Jasper Counties to Hilton Head Island.

One-way cash fares range from only \$2.50 to \$4.00. Take advantage of a 10% savings when you purchase weekly and/or monthly tickets!

## Demand Response

In Beaufort County you may call at least a day in advance and arrange for a van to pick you up at your location, take you to your destination and pick you up at an appointed time. Return trips can either be pre-arranged or you may call for pick up when you are ready.

Fares range from only \$3.75 to \$14.00 per one-way trip. Call 843-757-5782 for more information .

## Connecting Lowcountry Communities!

The Breeze also provides scheduling assistance for coordinated transportation service in Allendale County.

Allendale County Scooter: Call toll free at 866-230-4397 (locally 803-584-3470) for more information.

Tickets are \$2.00 each way for every ten miles traveled. Reservations must be made a day in advance.



Lowcountry Communities on the Go!

## Lowcountry Coordination

Palmetto Breeze is expanding service throughout Beaufort, Colleton, Hampton, and Jasper Counties through partnerships with other transportation providers in the area. This new coordinated service is made possible through the use of vacant seats on transportation provider vehicles that are already on the road. Just give the Mobility Manager a call with your name, address, where you want to go, and what time you want to arrive at your destination at least one day in advance of your desired trip and we'll put you on a vehicle that's going your way !

## Community Resource Book

Located at [www.palmettobreezetransit.com](http://www.palmettobreezetransit.com), the Community Resource Book offers users the ability to gather information from a wide variety of human service agencies and other resources located throughout the region. Resources include information for employment, medical, aging, disabilities, veterans services, and others in an easily searchable database.



The information contained in this brochure is also available in alternative formats and may be obtained by calling 843-757-5782.

## Breeze Deals!

- Weekly tickets can save you 10%
- Monthly tickets can save you 10%
- Catch the Breeze for FREE! Call 843-757-5782 for more information.

## Put the Bus in Your Business!

- Attract productive employees
- Reduce your company's taxes
- Give your employees a pre-tax commuter benefit at no cost to you!

Call us to discuss how we can help address your other transportation needs – 843-757-5782



## Bicycles

Bring your bike along for the ride on the Palmetto Breeze. It's fast, it's easy and your bike rides FREE!

## FARE STRUCTURE

Stops	Full Fare	Weekly Ticket*	Monthly Ticket*
<b>Beaufort County</b> Bluffton, St. Helena, Lady's Island, Burton, Grays Hill, Beaufort, Seabrook, Port Royal, Pritchardville and Okatie	\$2.50	\$27.00	\$99.00
Dale, Big Estate, Sheldon, Point South	\$2.75	\$29.70	\$108.90
<b>Jasper County</b> Hardeeville and Robertsville	\$3.00	\$32.40	\$118.80
Coosawhatchie, Gillisonville, Roseland, Ridgeland, Tarboro and Pineland	\$3.50	\$37.80	\$138.60
<b>Hampton County</b> Brunson, Gifford, Estill, Garnett, Varnville, Hampton, Early Branch, Cummings and Yemassee	\$4.00	\$43.20	\$158.40
<b>Colleton County</b> Walterboro, Hendersonville and Jonesville	\$4.00	\$43.20	\$158.40
<b>Allendale County</b> Allendale & Fairfax	\$3.25	\$35.10	\$128.70
Demand Response	\$3.75 - \$14.00 (one-way trip)		
*WEEKLY TICKETS=12 TRIPS (10% Discount) • *MONTHLY TICKETS=44 TRIPS (10% Discount)			

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA TO ENCOURAGE AND SUPPORT AMENDING THE SOUTH CAROLINA CODE OF LAWS, TITLE 56, MOTOR VEHICLES, CHAPTER 5, UNIFORM ACT ON REGULATING TRAFFIC ON HIGHWAYS TO PROMOTE HANDS-FREE OPERATION OF VEHICLES**

**WHEREAS**, The National Highway Traffic Safety Administration (NHTSA) reports that over 3,000 people are killed annually as a result of Distracted Driving; and

**WHEREAS**, §56-5-3890 of the South Carolina Code of Laws is limited to prohibiting texting and driving only; and

**WHEREAS**, §56-5-3890(G) of the South Carolina Code of Laws preempts local ordinances, regulations, and resolutions adopted by municipalities, counties, and other local government entities regarding persons using wireless electronic communication devices while operating motor vehicles on the public streets and highways of the State; and

**WHEREAS**, the South Carolina Constitution mandates uniformity for General Assembly regulated activity across the state, thus precluding municipalities, counties and other local governments from enacting laws further defining and prohibiting Distracted Driving in forms beyond texting and driving; and

**WHEREAS**, it is the will of the Town Council of the Town of Hilton Head Island, South Carolina to promote safe driving and to take reasonable measures to prevent Distracted Driving; and

**WHEREAS**, it is the conviction of the Town Council of the Town of Hilton Head Island that the South Carolina Code of Laws should be amended to require hands-free operation of vehicles in order to achieve such safe driving measures.

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Hilton Head Island that it strongly encourages and offers its support to members of the South Carolina General Assembly to introduce amendments to the South Carolina Uniform Act Regulating Traffic on Highways which will promote hands-free operation of vehicles; that this Resolution will be provided to members of the Beaufort County Legislative Delegation; and that the Town Council of the Town of Hilton Head Island will assist the Delegation in every way possible to formulate such amendments and ensure they receive consideration by the South Carolina General Assembly.

**PASSED AND ADOPTED** by the Town Council of the Town of Hilton Head Island, South Carolina this **15<sup>th</sup>** day of **October, 2019**.

\_\_\_\_\_  
John J. McCann, Mayor

**ATTEST:**

\_\_\_\_\_  
Krista M. Wiedmeyer, Town Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Curtis L. Coltrane, Town Attorney

Introduced by Council Member \_\_\_\_\_