



Town of Hilton Head Island
**PUBLIC PLANNING
COMMITTEE MEETING**
Thursday, January 26, 2023, 10:00 AM
AGENDA

The Town Council meeting will be held in-person at Town Hall in the Benjamin M. Racusin Council Chambers. The meeting can be viewed on the [Town's Public Meetings Facebook](#) page, the [Beaufort County Channel](#), and Spectrum Channel 1304.

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. **Roll Call**
4. **Appearance by Citizens:** Citizens who wish to address the Committee may do so by contacting the Town Clerk at 843.341.4701, no later than 4:30 p.m., Wednesday, January 25, 2023. Citizens may also submit written comments on the agenda item via the [Open Town Hall Portal](#).
5. **New Business**
 - a. Consideration of the Proposed Amendments for the Land Management Ordinance for the Town of Hilton Head Island
 - b. Consideration of a Proposed Ordinance to Amend the Land Management Ordinance to Create a New Use Called Islander Mixed-Use within Sea Pines Circle District
 - c. Short-Term Rental Ordinance Implementation Update
 - d. Review of the Calendar Year 2023 Proposed Public Planning Committee Pending Policy Matters
 - e. Consideration of the Proposed Meeting Dates for Calendar Year 2023
6. **Chairman's Report**
 - a. Jonesville Preservation Society
7. **Adjournment**

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



TOWN OF HILTON HEAD ISLAND

Public Planning Committee

TO: Public Planning Committee
FROM: Nicole Dixon, AICP, CFM, Principal Planner
VIA: Shawn Colin, AICP, Assistant Town Manager – Community Development
CC: Missy Luick, Assistant Community Development Director
DATE: January 11, 2023
SUBJECT: Consideration of a Proposed Ordinance Amending Title 16 of the Municipal Code of the Town of Hilton Head Island, the Land Management Ordinance

RECOMMENDATION:

The Public Planning Committee review and consider an ordinance amending the LMO and forward the proposed LMO Amendments to Town Council with a recommendation of approval.

On December 21, 2022, the Planning Commission reviewed the proposed LMO Amendments and voted unanimously to recommend that Town Council approve the proposed amendments with the recommendation to carefully consider allowing building height variances for architectural details. The request to eliminate height from variance eligibility was made by a member of the Public Planning Committee for discussion at their meeting held on August 4, 2022. The LMO Committee and Planning Commission did not have comments or feedback directly on this item. As it is a development form item, it is Staff's recommendation that height should be eligible for a variance request.

At the November 1, 2022 meeting, the LMO Committee recommended approval of the proposed LMO Amendments.

SUMMARY:

The proposed LMO Amendments were reviewed by the LMO Committee at their meeting on September 1, 2022. Staff was asked to have a legal review of the proposed LMO Amendments conducted by the Town Attorney. Staff was also asked to make changes related to the following amendments:

- Temporary Certificate of Compliance; and
- Dwelling Unit Definition; and
- Deviations from Previously Platted Subdivisions.

At their November 1, 2022 meeting, the LMO Committee again voiced concerns about the proposed revisions to the Dwelling Unit Definition. They questioned why there is a

need to change the current definition and had concerns that the proposed revisions might create complications with other provisions in the LMO. After additional Staff review it was decided the current definition is sufficient and a determination about what constitutes a separate dwelling unit is what needs to be updated. The proposed amendment has been pulled from the proposed LMO Amendments.

BACKGROUND:

The Strategic Action Plan adopted by Town Council includes an initiative as part of the Connected Community action item to conduct a Strengths, Weaknesses, Opportunities & Threats (SWOT) Analysis of the LMO. The SWOT analysis will serve as an assessment tool that will identify the core strengths, weaknesses, opportunities, and threats of the existing code regulations. The proposed amendments are step one of a deeper effort on the SWOT Analysis.

Newly added language is illustrated with double underline and deleted language is illustrated with strikethrough.

ATTACHMENTS:

1. List of Proposed Amendments
2. Ordinance
3. Draft of Proposed LMO Amendments

LMO Amendments List

AMENDMENT	ISSUE	SECTION	Suggested By
Remove staff waivers	It is more appropriate for any waiver or varying from the code to go to the BZA as a request for variance.	16-5-105.I.8, 16-5-102.C, 16-5-102.D, 16-5-103.F, all zoning district standards for heights, 16-5-102.D.4, 16-5-103.E.2, 16-5-107.D.1, 16-5-107.D.9, 16-5-109.D.2, 16-5-109.D.2.c, 16-6-102.D.2.b, 16-6-104.G.1.c, 16-10-102.C.2.b	Staff
Allow variances from all sections of the LMO other than use, density, and height	Currently the LMO lists only a few specific sections that a variance can be applied for.	16-2-103.S.2	Staff (restricting height from variance requests was brought up by a Town Council member at a Public Planning Committee meeting)
Allow outdoor screened bike storage in the Light Commercial and Community Commercial zoning districts and provide more specificity related to screening	The LC and CC zoning districts are the only two districts that allow bike businesses but do not allow outdoor storage of them. This amendment is a recommendation from the BZA as a result of variance requests pertaining to bike businesses over the past few years. Staff is also proposing more specificity related to the screening requirements.	16-4-102.B.7.c	Board of Zoning Appeals
Provide clarification in the Manufacturing use classification as it relates to the size of a brewery; what size makes it a manufacturing use versus a nightclub or bar	Small scale breweries such as nano or microbreweries shouldn't be classified as a manufacturing use. This amendment is a recommendation of the BZA	16-10-103.I	Board of Zoning Appeals

	because of an appeal. The use should be considered a commercial use similar to a bar or eating establishment.		
Replace using June traffic counts with July traffic counts for Traffic Impact Analysis Plan Standards	This amendment is a recommendation of the Planning Commission as a result of their review of the annual traffic report presented by staff. They asked that June traffic counts be replaced with July traffic counts for traffic impact analysis plan standards.	16-5-106.C	Planning Commission
Change when/how plantings are required on single family lots in buffers as part of a subdivision Certificate of Compliance	Landscaping is currently required to be planted before a Certificate of Compliance is issued for a subdivision, which is prior to the homes being constructed. The landscaping is often damaged during construction of the homes. The amendment will allow a performance guarantee for a specific period of time where landscaping and tree planting is deferred due to inappropriate weather conditions for planting or the likelihood that the trees will be damaged during additional construction activities related to residential subdivisions.	16-2-103.P	Developers and Staff
Amend the definition of changeable copy	The current definition of changeable copy as it relates to signs does not allow signs to be changed electronically. The sign provisions should be amended as well to allow	16-10-105, 16-5-114.H.10	Business Owner

	the signs to be changed electronically with limitations on frequency and timing.		
Amend the measurement for height calculation	When the LMO was revised to measure height from 11 or 13 feet above mean sea level, some sections that reference height being measured from the BFE were overlooked. It was also determined that the option to measure height from pre-development grade, if it is higher than the height measured from mean sea level, should be used.	16-3-106.H.4, 16-3-106.I.4, 16-3-106.J.4, 16-5-102.C and D, 16-10-102.C.1.a	Staff
Add that owners' consent is required for minor subdivisions as it is currently listed as being exempt	The application requirements for Minor subdivisions states that it requires all the same requirements for a Major sub with the exception of owners' consent, open space dedication and phasing plan. Owners' consent should be required for all application types.	Appendix D: D-5.A	Staff
Provide standards for deviations from previously platted subdivisions	Currently lots in a platted subdivision can be combined in a way that results in an increase in density or additional lots. Property owners within the subdivision should have to consent to changes made to a previously platted subdivision.	16-2-102.E and 16-2-103.F	Staff

AN ORDINANCE OF THE TOWN OF HILTON HEAD ISLAND

ORDINANCE NO. 2023-

PROPOSED ORDINANCE NO. 2023-06

AN ORDINANCE TO AMEND TITLE 16 OF THE MUNICIPAL CODE OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, THE LAND MANAGEMENT ORDINANCE (LMO), SECTIONS 16-3-103.C, 16-3-104.B, 16-3-104.C, 16-3-104.D, 16-3-104.E, 16-3-104.F, 16-3-104.G, 16-3-105.C, 16-3-105.D, 16-3-105.E, 16-3-105.F, 16-3-105.G, 16-3-105.H, 16-3-105.J, 16-3-105.M, 16-3-105.N, 16-5-102.C, 16-5-102.D, 16-5-103.E, 16-5-103.F, 16-5-105.J, 16-5-107.D, 16-5-109.D, 16-5-115.C, 16-6-102.D, 16-6-104.G AND 16-10-102.C: REMOVE STAFF GRANTED WAIVERS AND AMEND SOME STANDARDS; SECTION 16-2-103.S: ALLOW VARIANCES FROM ALL SECTIONS OF THE LMO OTHER THAN USE, DENSITY OR HEIGHT; SECTION 16-4-102.B: ALLOW OUTDOOR SCREENED BIKE STORAGE IN THE LIGHT COMMERCIAL AND COMMUNITY COMMERCIAL ZONING DISTRICTS AND PROVIDE MORE SPECIFICITY RELATED TO SCREENING; SECTION 16-10-103.I: PROVIDE CLARIFICATION IN THE MANUFACTURING USE CLASSIFICATION AS IT RELATES TO THE SIZE OF A BREWERY; SECTION 16-5-106.C: REPLACE USING JUNE TRAFFIC COUNTS WITH JULY TRAFFIC COUNTS FOR TRAFFIC IMPACT ANALYSIS PLAN STANDARDS; SECTION 16-2-103.P: CHANGE WHEN/HOW PLANTINGS ARE REQUIRED ON SINGLE FAMILY LOTS IN BUFFERS AS PART OF A SUBDIVISION CERTIFICATE OF COMPLIANCE; SECTIONS 16-5-114.H AND 16-10-105: AMEND THE DEFINITION OF CHANGEABLE COPY TO ALLOW SIGNS TO BE CHANGED ELECTRONICALLY WITH LIMITATIONS ON FREQUENCY AND TIMING; SECTIONS 16-3-106.H, 16-3-106.I, 16-3-106.J, 16-5-102.C, 16-5-102.D AND 16-10-102: AMEND THE MEASUREMENT FOR HEIGHT CALCULATION; APPENDIX D:D-5: ADD THAT OWNERS' CONSENT IS REQUIRED FOR MINOR SUBDIVISIONS AS IT IS CURRENTLY LISTED AS BEING EXEMPT; AND SECTIONS 16-2-102.E AND 16-2-103.F: REQUIRE A PUBLIC HEARING AND PROVIDE STANDARDS FOR DEVIATIONS FROM PREVIOUSLY PLATTED SUBDIVISIONS AS NOTICED IN THE ISLAND PACKET ON NOVEMBER 20, 2022, AS DESCRIBED IN EXHIBIT "A" TO THIS ORDINANCE, AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

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

WHEREAS, from time to time it is necessary to amend the LMO; and

WHEREAS, the LMO Committee held public meetings on September 1, 2022 and November 1, 2022 at which time a presentation was made by Staff and an opportunity was given for the public to comment on the proposed LMO amendments; and

WHEREAS, on November 1, 2022, the LMO Committee recommended that the proposed LMO amendments be forwarded to the Planning Commission with a recommendation of approval; and

WHEREAS, the Planning Commission held a public hearing on December 21, 2022 at which time a presentation was made by Staff and an opportunity was given for the public to comment on the proposed LMO Amendments; and

WHEREAS, after consideration of the Staff presentation and public comments the Planning Commission voted 5-0 to forward the proposed LMO amendments to the Public Planning Committee with a recommendation of approval; and

WHEREAS, the Public Planning Committee held a public meeting on January 26, 2023 at which time a presentation was made by Staff and an opportunity was given for the public to comment on the proposed LMO amendments; and

WHEREAS, after consideration of the Staff presentation and public comments, the Public Planning Committee voted XX to recommend approval of the proposed LMO amendments; and

WHEREAS, after due consideration of said LMO amendments, the Town Council, upon further review, finds it is in the public interest to approve the proposed LMO Amendments.

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 LMO Amendments are adopted and the Land Management Ordinance is amended as shown on Exhibit “A” to this Ordinance. Newly added language is illustrated with double underline and deleted language is illustrated with ~~striketrough~~.

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 _____, 2023.**

THE TOWN OF HILTON HEAD
ISLAND, SOUTH CAROLINA

Alan R. Perry, Mayor

ATTEST:

Krista Wiedmeyer, Town Clerk

Public Hearing: December 21, 2022

First Reading:

Second Reading:

APPROVED AS TO FORM:

Curtis L. Coltrane, Town Attorney

Introduced by Council Member: _____

Exhibit A- Proposed LMO Amendments

1. Staff Waivers

- a) Remove Height waivers. In all tables bullet-listed below, remove height waiver provision text (shown subsequently below), and renumber provisions where applicable.

- Table 16-3-103(C) – Parks and Recreation (PR) District;
- Table 16-3-104(B) – Residential Single-Family-3 (RSF-3) District;
- Table 16-3-104(C) – Residential Single-Family-5 (RSF-5) District;
- Table 16-3-104(D) – Residential Single-Family-6 (RSF-6) District;
- Table 16-3-104(E) – Low to Moderate Density Residential (RM-4) District;
- Table 16-3-104(F) – Moderate Density Residential (RM-8) District;
- Table 16-3-104(G) – Moderate to High Density Residential District (RM-12) District
- Table 16-3-105(C) – Community Commercial (CC) District
- Table 16-3-105(D) – Light Commercial (LC) District
- Table 16-3-105(E) – Light Industrial (LI) District
- Table 16-3-105(F) – Main Street (MS) District
- Table 16-3-105(G) – Marshfront (MF) District
- Table 16-3.105(H) – Medical (MED) District
- Table 16-3.105(J) – Neighborhood Commercial (NC) District
- Table 16-3.105(M) – Sea Pines Circle (SPC) District
- Table 16-3.105(N) – Stoney (S) District

~~(1) May be increased by up to ten percent on demonstration to the **Official** that:~~

- ~~a. The increase is consistent with the character of **development** on surrounding land;~~
- ~~b. **Development** resulting from the increase is consistent with the purpose and intent of the building height standards;~~
- ~~c. The increase either (1) is required to compensate for some unusual aspect of the site or the proposed **development**, or (2) results in improved site conditions for a **development** with **nonconforming site features**;~~
- ~~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) Remove Adjacent Street Setback waivers. In Table 16-5-102.C, remove the following text in footnote (5) that states:

Exhibit A- Proposed LMO Amendments

- (5) ~~May be reduced by up to 30 percent in the S-District, 20 percent in the RD and IL-Districts, and 15 percent in all other districts on demonstration to the **Official** that:~~
- ~~g. The reduction is consistent with the character of **development** on surrounding **land**.~~
 - ~~h. **Development** resulting from the reduction is consistent with the purpose and intent of the adjacent setback standards;~~
 - ~~i. The reduction either (1) is required to compensate for some unusual aspect of the site or the proposed **development**, or (2) results in improved site conditions for a **development** with **nonconforming site features** (e.g., allows the extension of a wall or fence that screens an existing outdoor storage area);~~
 - ~~j. The reduction will not pose a danger to the public health or safety;~~
 - ~~k. Any adverse impacts directly attributable to the reduction are mitigated (e.g., the closer proximity of **buildings** to a **street** are mitigated by a wider or more densely screened adjacent street buffer along that **street**);~~
 - ~~l. The reduction, when combined with all previous reductions allowed under this provision, does not result in a cumulative reduction greater than a 30 percent in the S-District, 20 percent in the RD and IL-Districts, or 15 percent in all other districts; and~~
 - ~~m. In the S, RD, and IL-districts, there are no reasonable options to the reduction that allow **development** of the site to be designed and located in a way that complies with LMO standards.~~
- c) Remove Adjacent Use Setback waivers. In Table 16-5-102.D, remove the following text from footnote (6):

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

Exhibit A- Proposed LMO Amendments

- d) Remove Adjacent Use Setback waiver and provide a provision for properties that function together. In Section 16-5-102.D, revise provision (4) that states:

~~(4) The Official may waive the requirement for an adjacent use setback for non-single family properties on determining that the proposed development and the adjacent development function as a single development. The criteria to determine if the properties will function as a single development may include the recording of a cross access easement agreement between the two properties. There is no adjacent use setback requirement for non-single-family properties when the proposed development and the adjacent development function as a single development due to having either shared parking, connecting vehicular access or shared stormwater facilities. The recording of a cross access easement agreement between the two properties is required.~~

- e) Remove Adjacent Use Buffer waiver and provide a provision for properties that function together. In Section 16-5-103.E, revise provision (2) that states:

~~(2) The Official may waive the requirement for an adjacent use buffer for Non-single family properties on determining that the proposed development and the adjacent development function as a single development. The criteria to determine if the properties will function as a single development may include the recording of a cross access easement agreement between the two properties. There is no adjacent use buffer requirement for non-single-family properties when the proposed development and the adjacent development function as a single development due to having either shared parking, connecting vehicular access or shared stormwater facilities. The recording of a cross access easement agreement between the two properties is required.~~

- f) Remove Adjacent Street and Use Buffer waivers. In Section 16-5-103.F. Buffer Types, remove footnotes (6) and (7) that state:

~~(6) Minimum buffer widths and minimum planting requirements for adjacent street buffers may be reduced by up to 30 percent in the S District, 20 percent in the RD and IL Districts, and 15 percent in all other districts on demonstration to the Official that:~~

- ~~a. The reduction is consistent with the character of development on surrounding land;~~
- ~~b. Development resulting from the reduction is consistent with the purpose and intent of the adjacent setback standards;~~
- ~~c. The reduction either (a) is required to compensate for some unusual aspect of the site or the proposed development, or (b) results in improved site conditions for a development with nonconforming stie features;~~

Exhibit A- Proposed LMO Amendments

- d. ~~The reduction will not pose danger to the public health or safety;~~
 - e. ~~Any adverse impacts directly attributable to the reduction are mitigated;~~
 - f. ~~The reduction, when combined with all previous reductions allowed under this provision, does not result in a cumulative reduction greater than 30 percent in the S District, 20 percent in the RD and IL Districts, or 15 percent in all other districts; and~~
 - g. ~~In the S, RD, and IL districts, there are no reasonable options to the reduction that allow development of the site to be designed and located in a way that complies with LMO standards.~~
- (7) ~~Minimum buffer widths and minimum planting requirements for adjacent use buffers may be reduced by up to 10 percent any district on demonstration to the Official that:~~
- a. ~~The reduction is consistent with the character of development on surrounding land;~~
 - b. ~~Development resulting from the reduction is consistent with the purpose and intent of the adjacent setback standards;~~
 - e. ~~The reduction either (a) is required to compensate for some unusual aspect of the site or the proposed development, or (b) results in improved site conditions for a development with nonconforming stie features;~~
 - d. ~~The reduction will not pose danger to the public health or safety;~~
 - e. ~~Any adverse impacts directly attributable to the reduction are mitigated;~~
 - f. ~~The reduction, when combined with all previous reductions allowed under this provision, does not result in a cumulative reduction greater than 30 percent in the S District, 20 percent in the RD and IL Districts, or 15 percent in all other districts.~~
- g) Remove Access to Streets waiver in Section 16-5-105.J.8 its entirety and amend the Access to Street standards in Section 16-5-105.J.

(8) ~~Waiver~~

~~Where the **applicant** demonstrates that a **lot of record** would be rendered unusable by the strict application of the standards in this subsection (Sec. 16-5-105.), Access to Streets) and that the vehicular **access** point is otherwise optimally located so as to provide acceptable turning radii and minimize adverse impact (including turning movements and visual impact of “strip **development**” resulting from the less than minimum separation of **access** points from the **roadway**), the **Official** may waive the standard. A request for such a waiver shall be accompanied by:~~

- a. ~~Ownership and recording data associated with the **lot of record**;~~
- b. ~~Written evidence that an **applicant** has explored all feasible alternatives to the standard for controlled vehicular **access**—including, but not limited to, joint use with adjoining properties, vehicular **access** from **adjacent** minor **streets**, and establishment of **frontage** space or **frontage** street **access**;~~

Exhibit A- Proposed LMO Amendments

- ~~e. Qualification of the request in a format consistent with that for a variance request (see Sec. 16-2-103.S, Variance); and~~
- ~~d. A map or plan showing the proposed vehicular *access* and the surveyed distances to nearest existing ingress/egress points.~~

(J) Access to Streets

1. Major Arterials

Along the same side of major arterials, no street, driveway, or other vehicular access point shall enter at a point nearer than 500 feet from the centerline of an existing or final approved street, driveway, or other vehicular access point to the centerline of the proposed vehicular access unless the lot would be rendered unusable by the strict application of this standard, in which case the access point should be optimally located.

2. Minor Arterials

Along the same side of minor arterials no street, driveway, or other vehicular access point shall enter at a point nearer than 200 feet from the centerline of an existing or final approved street, driveway, or other vehicular access point to the centerline of the proposed vehicular access unless the lot would be rendered unusable by the strict application of this standard, in which case the access point should be optimally located.

3. All Other Streets

Along the same side of all other streets, no street, driveway, or other vehicular access point shall enter at a point nearer than 100 feet from the centerline of an existing or final approved street, driveway, or other vehicular access point to the centerline of the proposed vehicular access unless the lot would be rendered unusable by the strict application of this standard, in which case the access point should be optimally located — provided, however, that this minimum separation standards shall not apply to vehicular access points serving single-family dwellings in subdivisions.

- h) Remove Minimum Number of Parking Spaces waiver. In Table Section 16-5-107.D.1, remove the following table note in its entirety:

~~(4) The minimum number of vehicle parking spaces may be reduced by up to 15 percent in the CR, SPC, CC, and MS Districts, and 10 percent in all other districts, on demonstration to the *Official* that:~~

- ~~a. The reduction is consistent with the character of *development* on surround *land*;~~

Exhibit A- Proposed LMO Amendments

- ~~b. **Development** resulting from the reduction is consistent with the purpose and intent of the parking standards;~~
 - ~~c. The reduction either (1) is required to compensate for some unusual aspect of the site or the proposed **development**, or (2) results in improved site conditions for a **development** with **nonconforming site features** (e.g., allows the widening of an **adjacent** nonconforming buffer);~~
 - ~~d. The reduction will not pose a danger to the public health or safety;~~
 - ~~e. Any adverse impacts directly attributable to the reduction are mitigated;~~
 - ~~f. The reduction, when combined with all previous reductions allowed under this provision, does not result in a cumulative reduction greater than a 15 percent in the CR, SPC, CC, and MS Districts or 10 percent in all other districts; and~~
 - ~~g. At least one bicycle parking space is provided for every two vehicle parking spaces subtracted.~~
- i) Remove passenger pick up waiver in Section 16-5-107.D.9, as shown in the following revision:
- (9) Temporary Parking for Passenger Drop-Off and Pick-Up
Uses that involve the frequent stopping of vehicles (including taxis, limousines, vans, and passenger vehicles) to drop-off or pick-up passengers (e.g., schools, recreation/entertainment facilities, **hotels**)—and especially **nightclubs**, bars, or **eating establishments** that serve alcohol—are encouraged to supplement required parking with a designated area for temporary parking and the dropping off or picking up of passengers. Such spaces shall comply with parking space dimension standards, ~~but the **Official** may waive other parking standards as necessary to accommodate such areas~~
- j) Remove Drainage Design Standards waiver in Section 16-5-109.D.2.c, as shown in the following revision for Pre-Development Peak Discharge Rates:
- (c) ~~The Town Engineer may waive this peak discharge requirement~~ is not required upon the Town Engineer ~~on~~ determining that the **applicant** has demonstrated that:
 - (i) A suitable means of flow into a downstream tidal discharge point is accessible by means of recorded permanent storm drainage easements, through drainage infrastructure that will adequately convey the peak discharge from the 100-year storm without any adverse impacts on downstream properties; or
 - (ii) The **development** includes a drainage system with adequate capacity to carry site flows to an ultimate downstream tidal discharge point.

Exhibit A- Proposed LMO Amendments

- k) Remove subdivision standard waiver in Section 16-5-115.C.3., as shown in the following revision:
- (3) The applicant is required to demonstrate that they have made all reasonable efforts to preserve unique and fragile elements on site, including but not limited to wetlands, significant stands of *trees* and individual *trees* of significant size, with *development* reserved for environmentally stable areas. ~~Where the applicant demonstrates that a *lot of record* would be rendered unusable by the strict application of this requirement, the *Official* may waive the standard. A request for such a waiver shall be accompanied by:~~
- ~~a. — Written evidence that an applicant has explored all feasible alternatives to the standard for tree and wetland preservation;~~
 - ~~b. — Qualification of the request in a format consistent with that for a variance request (see Sec. 16-2-103.S, Variance); and~~
 - ~~c. — A plan showing the alternatives explored.~~
- l) Remove Wetland Buffer Width waiver. In section 16-6-102.D.2.b, remove the following provision in its entirety:
- ~~(b). — The *Official* may authorize a reduction in the average or minimum *wetland buffer* width by up to ten percent on determining that pollution of the wetlands due to *adjacent land* disturbance is comparably reduced due to site specific conditions (e.g., the buffer area drains away from the wetlands) or because the *adjacent development* is designed to reduce the flow, and maximize the filtration, of stormwater runoff towards the wetlands beyond the extent required by stormwater management regulations.~~
- m) Remove Minimum Tree Coverage waiver. In Section 16-6-104.G.1.c , revise the following provision:
- (c) For the construction of any public *street*, pathway, drainage project, single family subdivision, athletic field, airport runway, golf course or minor utility, the applicant is required to demonstrate that they have made all reasonable efforts to save significant trees and stands of trees. ~~In these cases, at the discretion of the official, a centerline field inspection may relieve the applicant of the tree survey requirement.~~ Reasonable tree replanting shall be required by the Official for these uses.
- n) Remove Height waiver. In Table Section 16-10-102.C.2.b, remove the following provision in its entirety:
- ~~(b) The *Official* may approve architectural elements such as church steeples, spires, and chimneys that do not exceed the otherwise allowable *height* by more than 20 percent.~~

Exhibit A- Proposed LMO Amendments

2. Variances

Revise Section 16-2-103.S.2 to allow variances from all sections of the LMO (other than for use, height and density) and not just what is listed in this section currently.

(2) Applicability

The Variance procedure may be used to seek and obtain relief from the standards of this LMO except for *uses* outlined in LMO Section 16-4-102.A.6, Principal Use Table, *height* and *density* standards. following standards:

- a. ~~The district standards in Chapter 16-3: Zoning Districts, except standards designating permitted or prohibited *uses*, and setting maximum *density*;~~
- b. ~~The *use* specific conditions in Chapter 16-4: Use Standards;~~
- c. ~~The following standards in Chapter 16-5: Development and Design Standards: adjacent setback and buffer standards; *open space* standards; parking and loading standards and fence and wall standards; and~~
- d. ~~The following standards in Chapter 16-6: Natural Resource Protection: *specimen tree* and *wetland buffer* standards.~~

3. Bicycle Shops

Revise Section 16-4-102.B.7.c regarding bicycle shops as follows:

(c) A *bicycle shop* shall comply with the following conditions.

- i. ~~Outdoor storage is permitted only in the CR, SPC, MS, WMU, S, MF, MV, and RD Districts. Outdoor storage for *bicycle shops* includes the storage of bicycles and all bicycle accessories.~~
- ii. ~~Bicycle processing, which includes the loading, unloading and washing of bicycles, is not considered *outdoor storage*. The location for the bicycle processing shall be identified on a site plan and approved by staff.~~
- iii. ~~ii. Vegetation, fences, and or walls shall be installed to screen *outdoor storage* areas.~~
- iv. ~~Each *outdoor storage* area shall be incorporated into the overall design of the principal *structure* on the site.~~
- v. ~~iii. In the S District, a *bicycle shop* shall not have direct vehicular *access* to a major arterial.~~

4. Nano Brewery Definition

In Section 16-10-103.I. Industrial Uses, revise the use classification for Manufacturing in Section 16-10-103.I.2 as follows:

A manufacturing *use* is primarily engaged in the manufacturing, processing, fabrication, packaging, or assembly of goods. Examples of manufacturing *uses*

Exhibit A- Proposed LMO Amendments

include catering establishments; woodworking, cabinet makers; production of chemical, rubber, leather, clay, bone, plastic, stone, or glass materials or products; motion picture production facilities; concrete batching and asphalt mixing; production or fabrication of metals or metal products including enameling and galvanizing; manufacture or assembly of equipment, instruments, including musical instruments, appliances, precision items and other electrical items; production of artwork and toys; ~~and sign making; and breweries~~. This *use* type does not include *seafood processing*. This use type does not include small scale breweries such as nano or micro-breweries, which are classified as a Nightclub, Bar or Eating Establishment.

5. Traffic Impact Analysis Traffic Counts

In Section 16-5-106.C – Traffic Analysis Standards, revise as follows:

(C) Traffic Impact Analysis Plan Standards

All required traffic impact analysis plans shall, at a minimum, indicate compliance or non-compliance with the standards of this section.

1. The average total delay in seconds per vehicle for each signalized intersection does not exceed 55.0 seconds during the *peak hour* for an average ~~June~~ July weekday; and
2. The volume-to-capacity (V/C) ratio for each signalized intersection does not exceed 0.90 during the *peak hour* for an average ~~June~~ July weekday; and
3. The average total delay on any approach to a traffic circle or roundabout does not exceed 150 seconds per vehicle during the *peak hour* for an average ~~June~~ July weekday.

6. Certificate of Compliance

In Section 16-2-103.P.3.b – Certificate of Compliance, amend provisions for a Temporary Certificate of Compliance as follows:

(b) Staff Review and Action

On receiving an *application*, the *Official* shall review and make a final decision on the *application* in accordance with Sec. 16-2-102.D, subject to the following procedures:

- i. Following review of the *application*, the *Official* shall schedule and conduct a final inspection for the purpose of verifying compliance with all applicable provisions of this *Ordinance*— including, but not limited to, the requirements of the approved Subdivision Plan, Development Plan, Small Residential Development, or other applicable permits and *development* approvals.

Exhibit A- Proposed LMO Amendments

- ii. After the final site inspection, the **Official** shall either approve or deny the **application**, based on compliance with Sec. 16-2-103.P.4, Certificate of Compliance Review Standards.
- iii. The **Official** may issue a Temporary Certificate of Compliance ~~for a period up to a maximum of six months where the only uncompleted development consists of landscaping/tree planting that is deferred until more appropriate weather conditions for planting is expected (e.g., deferring plantings from hot summer months to cooler autumn months).~~ subject to a performance guarantee of improvements for a period up to a maximum of 18 months where the only uncompleted **development** consists of landscaping/**tree** planting that is deferred due to inappropriate weather conditions for planting (e.g., deferring plantings from hot summer months to cooler autumn months) or the likelihood that landscaping or trees will be damaged during additional construction activities related to a residential subdivision.
- iv. Performance Guarantee of Improvements. If landscaping installations are not completed and accepted by the **Town** prior to issuance of a Certificate of Compliance, a Temporary Certificate of Compliance may be issued and shall be subject to the posting of a performance guarantee with conditions satisfactory to the **Town**, providing for and securing to the **Town** the actual construction and installation of improvements.
 01. Form of Guarantee. Where required, the **applicant** shall furnish a performance guarantee in any of the following acceptable forms:
 - (A) Cash deposit with the **Town**;
 - (B) Certified check from a Federal or South Carolina banking institution based upon a cash deposit, in a form acceptable to the **Town Attorney**;
 - (C) Irrevocable letter of credit from a Federal or South Carolina banking institution in a form acceptable to the **Town Attorney**; or
 - (D) Any other financial security found acceptable by the **Town Attorney**.
 02. Length of Time of Guarantee. The term of the performance guarantee shall reflect any time limit for completing installation of required landscaping not to exceed 18 months.
 03. Amount of Guarantee. Performance guarantees for the completion of landscaping shall be a minimum of 125 percent of the cost of materials and labor required for completion.

Exhibit A- Proposed LMO Amendments

04. Final Plat. Where a performance guarantee is accepted by the *Town* in-lieu of the completion of landscaping installation in a subdivision, the final plat shall include the following statement:

“THIS FINAL PLAT IS SUBJECT TO A PERFORMANCE GUARANTEE, WHICH MEANS THAT ALL REQUIRED LANDSCAPING IS NOT COMPLETED. ISSUANCE OF BUILDING PERMITS PRIOR TO COMPLETION OF LANDSCAPING SUBJECT TO THE PERFORMANCE GUARANTEE SHALL OCCUR AT THE SOLE DISCRETION OF THE TOWN OF HILTON HEAD ISLAND. IN THE EVENT THE DEVELOPER DEFAULTS AND THE TOWN MUST COMPLETE THE LANDSCAPING, THE DEVELOPER WILL BE ASSESSED ANY DIFFERENCE BETWEEN THE AMOUNT OF THE PERFORMANCE GUARANTEE AND ACTUAL CONSTRUCTION COST.”

05. Release of Guarantee.

(A) Release. Release of a performance guarantee shall occur after the Town Project Manager determines that the landscaping in-lieu of which the guarantee was accepted is complete.

(B) Partial Release. A partial release of a performance guarantee is prohibited.

(C) Release to be Recorded. The *Town* shall record all releases of performance guarantees, or the *Town*'s final acceptance of landscaping installation, in the *Beaufort County Register of Deeds*.

06. Forfeiture of Security.

(A) Notice of Failure to Install or Complete Landscaping. If an *applicant* fails to properly install all required landscaping within the term of the performance guarantee, the *Town* shall give 30 days' written notice to the *applicant* by certified mail, after which time the *Town* may draw on the security and use the funds to complete the required installation.

(B) Town Completion of Landscaping. After completing the required landscaping installation, the *Town* shall provide a complete accounting of the expenditures (to include administrative fees) to the *applicant* and, as applicable, refund all unused security deposited, without interest.

7. Signs with Changeable Copy

(a) In Section 16-5-114.H.10. Standards for Specific Types of Signs, amend provisions as follows:

Exhibit A- Proposed LMO Amendments

(10) Signs with Changeable Copy.

a. Description of Changeable Copy Types.

i. Manually activated **changeable copy** shall mean a sign or portion of a sign that can be changed or re-arranged manually or mechanically, and has a readerboard for the display of text information in which each alphanumeric character, graphic, or symbol is defined by objects, not consisting of an illumination device.

ii. Electronically activated **changeable copy** shall mean a sign or portion of a sign that can be changed by means of remote electrically energized on-off switching combinations of alphanumeric character, graphic, or symbol.

b. a. Signs with **changeable copy** are limited to one sign per **street frontage** per **parcel**.

c. b. The total size of **changeable copy** shall not exceed 20 square feet per **sign face**, with no more than three lines of **copy**.

d. c. **Copy height** shall be eight inches maximum and four inches minimum.

e. d. **Copy** shall be securely fastened to the **sign face** and neatly maintained.

f. e. **Changeable copy** shall be limited to announcing:

i. **On-premises special events**.

ii. Motion pictures or entertainment at a theater whose primary function is to provide musical or dramatic events; or

iii. Gasoline prices as described in Sec. 16-5-114.H.11, Price Displays at Gas Establishments.

g. f. Permanent Special Event Signs as described in Sec. 16-5-114.H.8, Permanent Special Event Signs, are exempt from the requirements of this section.

h. Minimum Fixed Period. Electronic **changeable copy** shall remain fixed and should be changed no more than twice per day.

i. Transition Between Copy. The duration of change between electronic **changeable copy** shall be accomplished within two seconds or less.

(b) In Section 16-10-105. General Definitions, amend the definition of ‘Changeable Copy’ as follows:

Any **copy** or **graphics** on a sign designed to be changed manually ~~in the field~~ or electronically.

8. Building Height Measurement.

Exhibit A- Proposed LMO Amendments

(a) In Section 16-3-106.H.4.a.ii- Forest Beach Neighborhood Character Overlay District Standards, amend the provisions as follows:

i. In addition to the *single-family* setback requirements of Sec. 16-5-102, Setback Standards, a side, and rear adjacent use setback shall be required.

ii. Setbacks shall comply with the standards of Sec. 16-5-102, Setback Standards, except that the 65 degree setback angle shall be measured from 20 feet above thirteen feet (13') above mean sea level using the NAVD 88 vertical datum or pre-development grade, whichever is higher the required *base flood elevation*.

(b) In Section 16-3-106.I.4.a.ii- Folly Field Neighborhood Character Overlay District Standards, amend the provisions as follows:

In addition to the *single-family* setback requirements of Sec. 16-5-102, Setback Standards, with the exception that *structures* greater than 24 inches in *height* along minor arterials are required to have a minimum adjacent street setback of 20 feet, the following setbacks shall be required.

i. Rear yard setbacks shall be a minimum of ten percent of *lot* depth or ten feet, whichever is greater.

ii. Side yard setbacks shall each contain a minimum of ten percent of the total *lot* width.

iii. Maximum setback angle of 65 degrees shall be measured from 20 feet above thirteen feet (13') above mean sea level using the NAVD 88 vertical datum or pre-development grade, whichever is higher the required *base flood elevation*.

(c) In Section 16-3-106.J.4.a.ii- Holiday Homes Neighborhood Character Overlay District Standards, amend the provisions as follows:

In addition to the *single-family* setback requirements of Sec. 16-5-102, Setback Standards, the following setbacks shall be required:

i. Rear yard setbacks shall be a minimum of ten feet.

ii. Side yard setbacks shall be a minimum of ten feet; however, to preserve existing *trees*, any one side yard setback may be reduced to five feet provided the sum of the required side yard setbacks equals at least 20 feet.

01. A *lot* with less than 50 feet of *street frontage* or less than 0.15 acres in area shall be permitted to reduce side yard setbacks to a minimum of five feet.

02. Dwelling units that are nonconforming as to the side yard setbacks identified above are permitted to be expanded along the subject boundary line; however, *expansions* shall

Exhibit A- Proposed LMO Amendments

be constructed no closer than five feet from the side property line.

03. Side yard setback angles shall be a minimum of 65 degrees measured from 20 feet above thirteen feet (13') above mean sea level using the NAVD 88 vertical datum or *pre-development grade*, whichever is higher the required *base flood elevation* (BFE), at the setback line. The illustration in Sec. 16-5-102.D, Adjacent Use Setback Requirements, can be referenced for an example of a setback angle.

(d) In Section 16-5-102.C, amend the text in Table 16-5-102.C, footnote (2) as follows:

2. Measured within the upper inward quadrant of the intersection of a horizontal plane at a height of 20 feet above 13 feet above Mean Sea Level for residential use or 11 feet above Mean Sea Level for nonresidential use, ~~the base flood elevation~~ or pre-development grade, whichever is higher, and a vertical plane extending upward at the minimum setback distance (see Figure 16-5-102.C, Street Setback Angle).

(e) In Section 16-5-102.C- Adjacent Street Setbacks and 16-5-102.D – Adjacent Use Setbacks, amend the Figures illustrating the Setback Angles to measure height according to the height definition.

(f) In Section 16-5-102.D, amend the text in Table 16-5-102.D, footnote (2) as follows:

2. Measured within the upper inward quadrant of the intersection of a horizontal plane at a height of 20 feet above 13 feet above Mean Sea Level for residential use or 11 feet above Mean Sea Level for nonresidential use, ~~the base flood elevation~~ or pre-development grade, whichever is higher, and a vertical plane extending upward at the minimum setback distance (see Figure 16-5-102.D, Use Setback Angle).

(g) In Section 16-10-102 – Rules of Measurement, amend Section 16-10-102.C.1.a as shown below.

(C) Height

1. Calculation of Height

a. Maximum structure height for development in each zoning district shall be calculated as follows:

i. Residential maximum building height shall be measured from thirteen feet (13') above mean sea level using the NAVD 88 vertical datum or *pre-development grade*, whichever is higher; and

Exhibit A- Proposed LMO Amendments

- ii. Nonresidential maximum building height shall be measured from eleven feet (11') above mean sea level using the NAVD 88 vertical datum or *pre-development grade*, whichever is higher.

9. Minor Subdivision Requirements

In Appendix D: D-5. – Subdivision Review, Minor, amend as follows:

(A) Submittal Requirements

A minor subdivision plat shall be submitted with each of the items set forth in D-4, Subdivision Review, Major, with the exception of the following:

- ~~1. Item C., Certification of Owner's Consent;~~
- 1. 2. Item F., Open space and Public Dedication narrative; and
- 2. 3. Item H., Subdivision in Phases.

10. Deviations to Approved Single-Family Residential Subdivisions

(a) In Section 16-2-102.E.2 – Hearing Notice Requirements, amend Table 16-2-102.E.2 as follows:

<u>Subdivision Amendment</u>	<u>Publish notice of the hearing no less than 15 calendar days before the hearing date</u>	<u>Mail notice of the hearing to all owners of record of properties located within the subdivision no less than 15 calendar days before the hearing date</u>	<u>Post conspicuous notice of the hearing at the entrance of the subdivision no less than 15 days before the hearing date</u>
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(b) In Section 16-2-103.F – Subdivision Review (Minor or Major), amend as follows:

7. ~~Amendment~~ Deviations to Platted Single-Family Residential Subdivisions

~~An approved Minor or Major Subdivision may be modified or amended only in accordance with the procedures and standards established for its original approval.~~

- a. For a previously platted single-family residential subdivision, any changes proposed to be made to commonly owned property such as open

Exhibit A- Proposed LMO Amendments

space, rights-of-way, amenities and parking or any lot combinations or subdivisions that will result in an increase in density or additional lots shall require approval by the Planning Commission following a public hearing of the Planning Commission.

b. A decision to approve a proposed change to a previously platted subdivision shall be based on a finding that the proposed change is not detrimental to the reasonable, investment backed expectations of owners of lots in the subdivision arising from:

i. Increased burdens on utility of roadways caused by off-site parking;

ii. Increased burdens on amenities in the subdivision caused by increased numbers of dwelling units;

iii. Overcrowding in the subdivision;

iv. Increased noise and traffic in the subdivision; and

v. Decreased utility of amenities and other commonly owned property.



TOWN OF HILTON HEAD ISLAND

Public Planning Committee

TO: Public Planning Committee
FROM: Missy Luick, Assistant Community Development Director
VIA: Shawn Colin, AICP, Assistant Town Manager – Community Development
CC: Marc Orlando, Town Manager
DATE: January 6, 2023
SUBJECT: Consideration of a Proposed Ordinance to Amend the Land Management Ordinance to create a new use called Islander Mixed-Use within the Sea Pines Circle District

RECOMMENDATION:

That the Public Planning Committee review and consider an Ordinance to amend the LMO for the proposed Islander Mixed-Use LMO Amendments and forward a recommendation to Town Council.

BACKGROUND:

The proposed amendments would create a new use called Islander Mixed-Use that is permitted with conditions in the Sea Pines Circle (SPC) District. The request is from Josh Tiller of J. K. Tiller Associates, Inc. for a text amendment to Land Management Ordinance Sections 16-3-105.M, Sea Pines Circle District, 16-4-102.A, Principal Uses, 16-4-102.B, Use-Specific Conditions and 16-10-103.A, Use Classifications, Use Types, and Definitions, to allow for a new use to be established called Islander Mixed-Use within the Sea Pines Circle District, establish a definition for the use, establish use-specific conditions and exceptions to development form standards. (Refer to Attachment A, Proposed Islander Mixed-Use LMO Amendments.)

The proposal includes:

1. Creation of a new use called “Islander Mixed-Use” with a definition proposed in 16-10-103.A that includes two or more different uses as well as the allowance of group living dormitory use.
2. Separate parking spaces required for residential use at 1.5 spaces per dwelling unit. Separate parking spaces required for nonresidential use at 1 per 500 gross floor area.
3. The use is proposed to be permitted with conditions per 16-4-102.B.1.g.
 - a. Separate parking spaces are required for the residential units. The parking spaces designated for residential use are eligible to be included as part of a shared parking plan per 16-5-107.H.3.

- b. The proposed use must be within 500 feet of an education use.
 - c. Short-term rental property prohibition as defined in the Municipal Code, Section 10-2-20.(6).
4. Per the development form standards in Section 16-3-105.M, Sea Pines Circle District, the new use is proposed as:
- a. Undefined density allowance but limited by applicable design and performance standards.
 - b. A height exception for Islander Mixed-Use to allow a maximum building height of 55 feet.

STAFF ANALYSIS:

The concept of the Islander Mixed-use development type is worthy of review and consideration by the Public Planning Committee.

The proposed use definition is: *“Islander Mixed-Use: Development that includes two or more different uses, which shall include Islander mixed-use and one or more of the Office uses, as described in Sec. 16-10-103.F or one or more of the Commercial Services uses, as described in Sec. 16-10-103.G or some combination thereof. Such uses should be functionally integrated and share vehicular use areas, ingress/egress, and pedestrian access. Group Living dormitory use is allowed within this use type.”* This is a circular definition. Staff suggests the following definition to eliminate the circular definition issue: *“Islander Mixed-Use: Development that includes two or more different uses, which shall include multi-family or workforce housing use and one or more of the Office uses, as described in Sec. 16-10-103.F or one or more of the Commercial Services uses, as described in Sec. 16-10-103.G or some combination thereof. Such uses should be functionally integrated and share vehicular use areas, ingress/egress, and pedestrian access. Group Living dormitory use is allowed within this use type.”* The applicant has indicated they support this change.

The use is proposed in the Sea Pines Resort district which currently allows mixed-use development with conditions with a maximum density of 12 dwelling units per net acre for residential and 10,000 gross floor area per net acre for nonresidential. The use-specific conditions for mixed-use development do not allow parking spaces for residential use to be included as part of a shared parking plan.

The Islander Mixed-use development use proposes undefined density and the allowance of residential use parking spaces to be part of a shared parking plan. The undefined density would be limited by applicable design and performance standards such as height, parking, lot coverage, setbacks and buffers. Similarly, the Coligny Resort district, Section 16-3-105.B, also does not have a defined density limit and is limited by required design standards. (Refer to Attachment C, Coligny Resort District)

Shared parking plans are currently allowed for other uses (besides mixed-use) meeting the requirements outlined in Section 16-5-107.H.3. Shared parking plans allow up to 50

percent of the number of parking spaces required for a use be used to satisfy the number of parking spaces required for other uses, provided the uses generate parking demands during different times of the day or different days of the week. Shared parking and/or Off-Site Parking must meet the requirements of 16-5-107.H.3 and/or 16-5-107.H.4 which includes the requirement of a parking agreement that would be reviewed and approved among all owners of lands containing the uses proposed to share off-street parking spaces and be recorded with the Beaufort County Register of Deeds. (Refer to Attachment D, Off-Street Parking Alternatives.)

Islander Mixed-use is proposed to be within 500 feet of an Education use. Based on walking and biking tolerances from a residential unit to a primary destination, it is reasonable to walk or bike 500-1,500 feet from a residential unit to a primary destination. Per Attachment B, Education Use Proximity Map, there are 23 parcels within 500 feet, 34 parcels within 1,000 feet and 49 parcels within 1,500 feet within the Sea Pines Circle district. Staff asked the applicant to consider expanding the use-specific condition to parcels within 1,000 feet of an Education use. The applicant is supportive of this change.

As proposed the use definition allows group living dormitory use. The Education use within the Sea Pines Circle district does not have a permanent student body that attends the Education use site for a majority of its education offerings. Staff asked the applicant to consider adding a use-specific condition to establish a maximum portion of the units (perhaps 20%) that could be group living dormitory use, or to establish a dormitory use limit. Without such a condition, the residential unit mix could be all group living dormitory use. The applicant was not supportive of this suggested change.

The height limit for all development within Sea Pines Circle District is 45 feet. As proposed, the use could have a building height maximum of 55 feet. Building height is a sensitive matter and staff does not recommend a height limit increase for the proposed use. The applicant was not supportive of removing the height exception for this use, but was willing to create a use-specific condition that limits development to four stories.

Finally, the intent of the new use as communicated by the applicant team is that the use would be created to provide housing for "islanders" or island service workers. As drafted, the allowance of undefined density is not tied to a workforce housing, fair-market rent, rent cap or other affordability component. A use-specific condition could be added to require a percentage (perhaps 20%) of the Islander Mixed-Use development to be workforce housing units to be rented to households earning 60-120% of the HUD AMI for Beaufort County and with a requirement that a Workforce Housing Agreement be entered into with the Town similar to the requirements in Sections 16-4-105. B-F. The applicant is willing to discuss the notion of adding a use-specific condition that requires a certain percentage of units to be workforce housing or tied to an affordable rent index with the Public Planning Committee.

SUMMARY:

The Planning Commission's LMO Committee met on September 1, 2022 and November 1, 2022 and reviewed the requested LMO amendments for Islander Mixed-Use. On November 1, 2022, the LMO Committee motioned that the amendment be forwarded to the Planning Commission for consideration. The Planning Commission held a public hearing on December 21, 2022 and motioned that the amendment be recommended for approval to Town Council.

ATTACHMENTS:

1. Proposed Islander Mixed-Use LMO Amendments
2. Educational Use Proximity Map
3. Coligny Resort District, Section 16-3-105.B
4. Shared Parking, Section 16-5-107.H.3. and Off-Site Parking, Section 16-5-107.H.4.
5. Presentation

AN ORDINANCE OF THE TOWN OF HILTON HEAD ISLAND

ORDINANCE NO. 2023-

PROPOSED ORDINANCE NO. 2023-07

AN ORDINANCE TO AMEND TITLE 16 OF THE MUNICIPAL CODE OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, THE LAND MANAGEMENT ORDINANCE (LMO), SECTIONS 16-3-105.M, SEA PINES CIRCLE DISTRICT, 16-4-102.A, PRINCIPAL USES, 16-4-102.B, USE-SPECIFIC CONDITIONS AND 16-10-103.A, USE CLASSIFICATIONS, USE TYPES, AND DEFINITIONS, TO ALLOW FOR A NEW USE TO BE ESTABLISHED CALLED ISLANDER MIXED-USE WITHIN THE SEA PINES CIRCLE DISTRICT, ESTABLISH A DEFINITION FOR THE USE, ESTABLISH USE-SPECIFIC CONDITIONS AND EXCEPTIONS TO DEVELOPMENT FORM STANDARDS AS NOTICED IN THE ISLAND PACKET ON NOVEMBER 20, 2022, AS DESCRIBED IN EXHIBIT “A” TO THIS ORDINANCE, AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

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

WHEREAS, from time to time it is necessary to amend the LMO; and

WHEREAS, the LMO Committee held public meetings on September 1, 2022 and November 1, 2022 at which time a presentation was made by Staff and an opportunity was given for the public to comment on the proposed Islander Mixed-Use LMO amendments; and

WHEREAS, on November 1, 2022, the LMO Committee recommended that the proposed Islander Mixed-Use LMO amendments be forwarded to the Planning Commission with a recommendation of approval; and

WHEREAS, the Planning Commission held a public hearing on December 21, 2022 at which time a presentation was made by Staff and an opportunity was given for the public to comment on the proposed Islander Mixed-Use LMO Amendments; and

WHEREAS, after consideration of the Staff presentation and public comments the Planning Commission voted 5-0 to forward the proposed Islander Mixed-Use LMO amendments to the Public Planning Committee with a recommendation of approval; and

WHEREAS, the Public Planning Committee held a public meeting on January 26, 2023 at which time a presentation was made by Staff and an opportunity was given for the public to comment on the proposed Islander Mixed-Use LMO amendments; and

WHEREAS, after consideration of the Staff presentation and public comments, the Public Planning Committee voted XX to recommend approval of the proposed Islander Mixed-Use LMO amendments; and

WHEREAS, after due consideration of said LMO amendments, the Town Council, upon further review, finds it is in the public interest to approve the proposed Islander Mixed-Use LMO Amendments.

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 Islander Mixed-Use LMO Amendments are adopted and the Land Management Ordinance is amended as shown on Exhibit “A” to this Ordinance. Newly added language is illustrated with double underline and deleted language is illustrated with ~~strikethrough~~.

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 _____, 2023.

THE TOWN OF HILTON HEAD
ISLAND, SOUTH CAROLINA

Alan R. Perry, Mayor

ATTEST:

Krista Wiedmeyer, Town Clerk

Public Hearing: December 21, 2022
First Reading:

Second Reading:

APPROVED AS TO FORM:

Curtis L. Coltrane, Town Attorney

Introduced by Council Member: _____

Chapter 16-4: Use Standards

Sec.16-4-102. Principal Uses

A. Principal Use Table

6. Principal Use Table

TABLE 16 4 102.A.6: PRINCIPAL USE TABLE																					
P Permitted by Right PC Permitted Subject to Use Specific Conditions																					
SE Allowed as a Special Exception Blank Cell Prohibited																					
USE CLASSIFICATION/ USE TYPE	SPECIAL DISTRICTS		RESIDENTIAL DISTRICTS						MIXED USE AND BUSINESS DISTRICTS												USE SPECIFIC CONDITIONS
	CON	PR	RSF	RSF	RSF	RM	RM	RM	CR	SPC	CC	MS	WM	S	MF	MV	NC	LC	RD	MED	
RESIDENTIAL USES																					
<i>Group Living</i>						P	P	P				P						P		P	
<i>Mixed-Use</i>									P	P	P	P	P	P	P	P	P	P	P	P	Sec. 16-4-102.B.1.a
<i>Multifamily</i>						P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Sec. 16-4-102.B.1.b
<i>Recreational Vehicle</i>						P	P	P				P	P	P	P	P	P	P			
<i>Recreation Vehicle (RV) Parks</i>																	P				Sec. 16-4-102.B.1.c
<i>Single-Family</i>			P	P	P	P	P	P					P	P	P	P	P	P	P		

Tattoo Facilities																				P C	Sec. 16-4-102.B.7.k
Other Commercial Services Uses						P C	P C		P	P	P	P	P	P	P	P	P	P	P	P	Sec. 16-4-102.B.7.l
VEHICLE SALES AND SERVICES																					
Auto Rentals									P C	P C	P		P C		P	P C		P	P C	P	Sec. 16-4-102.B.8.a
Auto Repairs											P C							P C		P C	Sec. 16-4-102.B.8.b
Auto Sales											P								P	P	
Car Washes											P	P			P C	P				P	Sec. 16-4-102.B.8.c
Commercial Parking Lot									P C	P C	P C		P C						P C		Sec. 16-4-102.B.8.d
Gas Sales									P C	P C	P C			P C	P C			P C	P C	P C	Sec. 16-4-102.B.8.d
Taxicab Services											P			P					P	P	
Towing Services or Truck or Trailer Rentals																				P	
Watercraft Sales, Rentals, or Services												P C	P			P C			P C	P	Sec. 16-4-102.B.8.e
INDUSTRIAL USES																					

TABLE 16 4 102.A.6: PRINCIPAL USE TABLE

P Permitted by Right PC Permitted Subject to Use Specific Conditions

SE Allowed as a Special Exception Blank Cell Prohibited

USE CLASSIFICATION / USE TYPE	SPECIAL DISTRICTS		RESIDENTIAL DISTRICTS									MIXED USE AND BUSINESS DISTRICTS										USE SPECIFIC CONDITIONS	
	CON	PR	RSF 3	RSF 5	RSF 6	RM 4	RM 8	RM 12	CR	SPC	CC	MS	WMU	S	MF	MV	NC	LC	RD	MED	IL		
<i>Light Industrial, Manufacturing, and Warehouse Uses</i>																		P	C			P	Sec. 16-4-102.B.9.a
<i>Seafood Processing Facilities</i>													P	C		P	C						Sec. 16-4-102.B.9.b
<i>Self-Service Storage</i>										P	C							P	C			P	Sec. 16-4-102.B.9.c
<i>Waste-Related Services Other than Waste Treatment Plants</i>																						P	
<i>Waste Treatment Plants</i>																		S	E				
<i>Wholesale Sales</i>																		P				P	
OTHER USES																							

Agriculture Uses		P	P	P	P	P	P	P						P	P	P	P	P					
Boat Ramps, Docking Facilities, and Marinas	P C	P	P C	P C		P C	P C							P			P						Sec. 16-4- 102.B. 10.a

(Revised 5-17-2016 - Ordinance 2016-07; revised 4-18-2017 - Ordinance 2017-05; revised 9-17-2019 - Ordinance 2019-20; revised 8-18-2020 - Ordinance 2020-19; revised 11-4-2020 - Ordinance 2020-26; revised 2-16-2021 - Ordinance 2021-02)

B. Use-Specific Conditions for Principal Uses

1. Residential Uses

g. Islander Mixed-Use

i. **Islander Mixed-use development** shall designate separate parking spaces for use by the residential units. The parking spaces designated for residential use are eligible to be included as part of a **shared parking** plan meeting the requirements in Section 16-5-107.H.3.

[Redacted text block]

(Revised 11-4-2020 - Ordinance 2020-26; revised 2-16-2021 - Ordinance 2021-02; revised TBD)

M. Sea Pines Circle (SPC) District



1. Purpose				
The purpose of the Sea Pines Circle (SPC) District is to provide lands for commercial and mixed-use development at moderate to relatively high intensities in the area around Sea Pines Circle. District regulations emphasize moderate-scale buildings and shopping centers that balance the needs of the driving public and pedestrian activity and circulation among the district's retail, dining, and entertainment activities. The district is also intended to accommodate nighttime activities.				
2. Allowable Principal Uses				
USE CLASSIFICATION/TYPE		USE SPECIFIC CONDITIONS	MINIMUM NUMBER OF OFF STREET PARKING SPACES	
Residential Uses				
Mixed-Use	PC	Sec. 16-4-102.B.1.a	Residential	1.5 per du
			Nonresidential	1 per 500 GFA
Multifamily	P		1 bedroom	1.4 per du
			2 bedroom	1.7 per du
			3 or more bedrooms	2 per du
Islander Mixed-Use	PC	Sec. 16-4-102.B.1.g	Residential	1.5 per du
			Nonresidential	1 per 500 GFA
Public, Civic, Institutional, and Educational Uses				
Community Service Uses	P		1 per 400 GFA	
Education Uses	P		Colleges and High Schools	10 per classroom
			Elementary and Junior High/Middle Schools	4 per classroom
			Other Education Uses	See Sec. 16-5-107.D.2
Government Uses	P		Fire Stations	4 per bay + 1 per 200 GFA of office area
			Other	1 per 200 GFA of office area
Major Utilities	SE		1 per 1,500 GFA	
Minor Utilities	P		n/a	
Public Parks	P		See Sec. 16-5-107.D.2	
Religious Institutions	P		1 per 3 seats in main assembly area	
Telecommunication Antenna, Collocated or Building Mounted	PC	Sec. 16-4-102.B.2.e	n/a	
Telecommunication Towers, Monopole	PC	Sec. 16-4-102.B.2.e	1	
Health Services				
Other Health Services	P		1 per 225 GFA	
Commercial Recreation				
Indoor Commercial Recreation Uses	P		1 per 3 persons + 1 per 200 GFA of office or similarly used area	
Office Uses				
Contactors' Offices	PC	Sec. 16-4-102.B.6.a	1 per 350 GFA of office/administrative area	

Other Office Uses	P		1 per 350 GFA
Commercial Services			
Adult entertainment use	SE	Sec. 16-4-102.B.7.a	1 per 100 GFA
Animal Services	PC	Sec. 16-4-102.B.7.b	1 per 225 GFA
Bicycle Shops	PC	Sec. 16-4-102.B.7.c	1 per 200 GFA
Convenience Stores	PC	Sec. 16-4-102.B.7.d	1 per 200 GFA
Eating Establishments	P		1 per 100 sf of gross floor area and outdoor eating area
Grocery Stores	P		1 per 200 GFA
Liquor Stores	SE	Sec. 16-4-102.B.7.g	1 per 200 GFA
Nightclubs or Bars	PC	Sec. 16-4-102.B.7.h	1 per 70 GFA
Open Air Sales	PC	Sec. 16-4-102.B.7.i	1 per 200 sf of sales/display area
Shopping Centers	PC	Sec. 16-4-102.B.7.j	1 per 335 GFA
Other Commercial Services	P		See Sec. 16-5-107.D.2
Vehicle Sales and Services			
Auto Rentals	PC	Sec. 16-4-102.B.8.a	See Sec. 16-5-107.D.2
Car Washes	P		10 per wash unit for automatic wash + 5 per bay for manual wash
Commercial Parking Lot	PC	Sec. 16-4-102.B.8.d	See Sec. 16-5-107.D.2
Gas Sales	PC	Sec. 16-4-102.B.8.e	
Industrial Uses			
Self-Service Storage	PC	Sec. 16-4-102.B.9.c	1 per 15,000 GFA of storage and office area
3. Development Form Standards			
MAX. DENSITY (PERNET ACRE) ²		LOT COVERAGE	
Residential	12 du	Max. Impervious Cover	60%
Nonresidential	10,000 GFA	Min. Open Space for Major Residential Subdivisions	16%
MAX. BUILDING HEIGHT			
All Development	45 ft ²		
USE AND OTHER DEVELOPMENT STANDARDS			
See Chapter 16-4: Use Standards, Chapter 16-5: Development and Design Standards, and Chapter 16-6: Natural Resource Protection.			
TABLE NOTES:			
P = Permitted by Right; PC = Permitted Subject to Use-Specific Conditions; SE = Allowed as a Special Exception; du = dwelling units ; sf = square feet; GFA = gross floor area in square feet; ft = feet; n/a = not applicable			
1. May be increased by up to ten percent on demonstration to the Official that:			
a. The increase is consistent with the character of development on surrounding land ;			
b. Development resulting from the increase is consistent with the purpose and intent of the building height standards;			
c. The increase either (a) is required to compensate for some unusual aspect of the site or the proposed development , or (b) results in improved site conditions for a development with nonconforming site features ;			
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.
2. Islander Mixed-Use has undefined density but limited by applicable design and performance standards such as height and parking.
3. A height exception for Islander Mixed-Use is allowed for a maximum building height of 55 feet.

(Revised 4-18-2017 -Ordinance 2017-05)

Sec.16-10-103. Use Classifications, Use Types, and Definitions

A. Residential Uses

1. Description

The Residential **Uses** classification is primarily characterized by the residential occupancy of a **dwelling unit** by a household. Such household living **uses** include **single-family dwellings** and **multifamily dwellings** (triplexes and other **multifamily development**, including townhouse **development**). The Residential **Uses** classification also includes **group living uses** (the residential occupancy of a group of living units by **persons** who do not constitute a **single-family**), as well as **recreational vehicle (RV) parks** (providing spaces for overnight accommodation of people in a **recreational vehicle**), and workforce housing. **Accessory uses** commonly associated with Residential **Uses** are recreational activities, raising of pets, hobbies, parking of the occupants' vehicles, and administrative offices in **multifamily, group living, and recreational vehicle (RV) parks**, and workforce housing developments. Home occupations are **accessory uses** that are subject to additional regulations (see Sec. 16-4-103.E.3, Home Occupation).

2. Use Types and Definitions

Group Living

The residential occupancy of a group of living units by **persons** who do not constitute a **single-family** and may receive some level of personal care. Individual living units often consist of a single room or group of rooms without cooking and eating facilities, but unlike a **hotel**, are generally occupied on a monthly or longer basis. **Uses** include group homes, assisted living facilities, dormitories, and similar **uses**. Although continuing care retirement communities may include **single-family** and **multifamily dwellings** and health care **uses**, they are categorized as a group living **use** because of their focus on the present or future provision of personal care to senior citizens and their integration of various **uses** as a single cohesive **development**. Dormitories are categorized as a group living use because they consist of a building or buildings which house students, employees, etc. and contain communal facilities and sleeping rooms with several beds. Group living does not include **uses** where **persons** generally occupy living units for periods of less than 30 days (e.g., **hotels**), which are categorized as Resort Accommodation **Uses**. It also does not include **uses** where residents or inpatients are routinely provided more than minor health care services (e.g., **nursing homes, hospitals**) unless they are associated with a continuing care retirement community. These types of facilities are categorized as Health Services **uses**. **Accessory uses** common to group living **uses** include recreational facilities, administrative offices, and food preparation and dining facilities.

Multifamily

A **building, parcel, or development** containing three or more **dwelling units**. This use includes townhouse developments, if all units are on one **lot**, and manufactured housing parks.

Mixed-Use

Development that includes two or more different **uses**, which shall include **multifamily or workforce housing use** and one or more of the Office **uses**, as described in Sec. 16-10-103.F or one or more of the Commercial Services **uses**, as described in Sec. 16-10-103.G or some combination thereof. Such **uses** should be functionally integrated and share vehicular use areas, ingress/egress, and pedestrian **access**.

Recreational Vehicle

Any of the following vehicles designed for travel, recreation, and vacation uses: motorhome or van (a portable, temporary dwelling constructed as an integral part of a self-propelled vehicle); pickup camper (a structure designed to be mounted on a truck chassis); recreational trailer (a portable structure built on a single chassis, 400 square feet or less when measured at the largest exterior horizontal projections); park trailer (a semi-portable structure built on a single chassis, which does not exceed 400 square feet when constructed to ANSI A-119.5 standards, and 500 square feet when constructed to USDHUD standards); or tent trailer (a canvas or synthetic fiber folding structure mounted on a hard body base and towed by a vehicle).

Recreational Vehicle (RV) Park

An establishment consisting of paved parking spaces, served by utilities and accessways, that are utilized for overnight parking and occupancy of **recreational vehicles**. A recreational vehicle park may include an office for an **on-site** manager and rental of parking spaces, and amenities for the use of park tenants and residents, such as **swimming pools**, tennis courts, play grounds and covered or uncovered picnic areas. **Accessory uses** include offices, limited commercial services oriented to the needs of park occupants, and recreational facilities (e.g., swimming pool, playgrounds, and picnic areas) for the use of park occupants.

Single-Family

A freestanding **structure** containing not more than two **single-family dwelling units**. Two **single-family** homes may be located on the same **lot** if the applicable **density** standard is met. More than two **single-family dwellings** on a single **lot** constitute a **multifamily dwelling**.

Townhouse

A multi-story structure containing one **dwelling unit** which is attached to one or more similar structures by shared walls in a **development**.

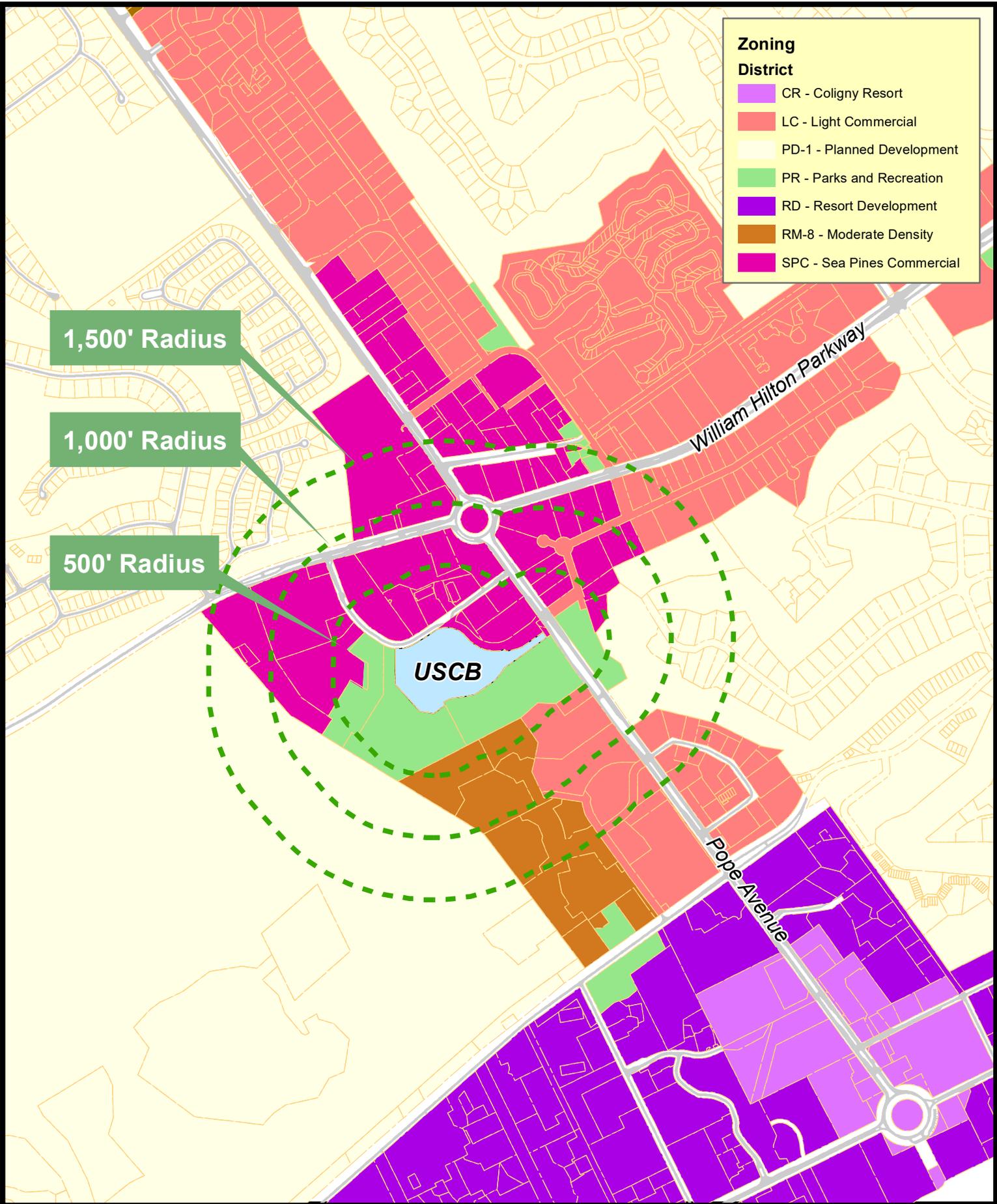
Workforce Housing

Housing that is affordable at 60—100% of the Area Median Income (AMI) for Beaufort County.

Islander Mixed-Use

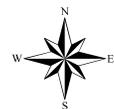
Development that includes two or more different uses, which shall include *Islander mixed-use* and one or more of the Office uses, as described in Sec. 16-10-103.F or one or more of the Commercial Services uses, as described in Sec. 16-10-103.G or some combination thereof. Such uses should be functionally integrated and share vehicular use areas, ingress/egress, and pedestrian access. Group Living dormitory use is allowed within this use type.

(Revised 9-17-2019 - Ordinance2019-20; revised 7-21-2020 - Ordinance2020-16; revised 11-4-2020 - Ordinance 2020-26; revised 2-16-2021 -Ordinance 2021-02)



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Town of Hilton Head Island
 Educational Use Proximity
 December, 2022



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.

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

B. Coligny Resort (CR) District

CR Coligny Resort District				
1. Purpose				
The purpose of the Coligny Resort (CR) District is to recognize and promote further investment in the area near Coligny Circle as an activity center and a core high-energy and visitor-oriented resort destination that encourages people to live, work, and recreate within the district. The district is intended to accommodate relatively high-intensity commercial, office, residential, and mixed-use development that is pedestrian-oriented and human-scale. It is also intended to promote development that integrates civic and public gathering spaces and connects to such places in nearby developments and public places.				
2. Allowable Principal Uses				
USE CLASSIFICATION/TYPE		USE SPECIFIC CONDITIONS	MINIMUM NUMBER OF OFF STREET PARKING SPACES¹	
Residential Uses				
Mixed-Use	PC	Sec. 16-4-102.B.1.a	Residential	1.125 per du
			Nonresidential	1 per 650 GFA
Multifamily	PC	Sec. 16-4-102.B.1.b	1 bedroom	1 per du
			2 bedroom	1.25 per du
			3 or more bedrooms	1.5 per du
			Nonresidential	1 per 650 GFA
Public, Civic, Institutional, and Educational Uses				
Community Service Uses	P		1 per 525 GFA	
Education Uses	P		Colleges and High Schools	7.5 per classroom
			Elementary and Junior High/Middle Schools	3 per classroom
			Other Education Uses	See Sec. 16-5-107.D.2
Government Uses	P		Fire Stations	3 per bay + 1 per 300 GFA of office space
			Other	1 per 300 GFA of office area
Major Utilities	SE		1 per 2,000 GFA	
Minor Utilities	P		n/a	
Public Parks	P		See Sec. 16-5-107.D.2	
Religious Institutions	P		1 per 4 seats in main assembly area	
Telecommunication Antenna, Collocated or Building Mounted	PC	Sec. 16-4-102.B.2.e	n/a	
Telecommunication Towers, Monopole	PC	Sec. 16-4-102.B.2.e	1	
Resort Accommodations				
Bed and Breakfasts	PC	Sec. 16-4-102.B.4.a	1 per 1.5 guest rooms	

Attachment C – Coligny Resort District

Hotels	PC	Sec. 16-4-102.B.4.b	1 per 1.5 guest rooms	
Interval Occupancy	P		1 bedroom	1 per du
			2 bedrooms	1.25 per du
			3 or more bedrooms	1.5 per du
Commercial Recreation				
Indoor Commercial Recreation Uses	P		1 per 7 persons + 1 per 300 GFA of office or similarly used area	
Outdoor Commercial Recreation Uses Other than Water Parks	PC	Sec. 16-4-102.B.5.b	Miniature Golf Courses	1 per 2.5 tees
			Stadiums	1 per 5 spectator seats
			Other	1 per 4 persons + 1 per 300 GFA of office or similarly used area
Water Parks	P		See Sec. 16-5-107.D.21	
Office Uses				
Contractor's Offices	PC	Sec. 16-4-102.B.6.a	1 per 450 GFA of office/administrative area	
Other Office Uses	P		1 per 500 GFA	
Commercial Services				
Bicycle Shops	PC	Sec. 16-4-102.B.7.c	1 per 250 GFA	
Convenience Stores	PC	Sec. 16-4-102.B.7.d	1 per 250 GFA	
Eating Establishments	PC	Sec. 16-4-102.B.7.e	1 per 150 sf of gross floor area and outdoor eating area	
Grocery Stores	P		1 per 250 GFA	
Liquor Stores	SE	Sec. 16-4-102.B.7.g	1 per 250 GFA	
Nightclubs or Bars	PC	Sec. 16-4-102.B.7.h	1 per 100 GFA	
Open Air Sales	PC	Sec. 16-4-102.B.7.i	1 per 250 GFA of sales/display area	
Shopping Centers	PC	Sec. 16-4-102.B.7.j	1 per 500 GFA	
Other Commercial Services	P		See Sec. 16-5-107.D.2	
Vehicle Sales and Services				
Auto Rentals	PC	Sec. 16-4-102.B.8.a	See Sec. 16-5-107.D.2	
Commercial Parking Lot	PC	Sec. 16-4-102.B.8.d	See Sec. 16-5-107.D.2	
Gas Sales	PC	Sec. 16-4-102.B.8.e		

3. Development Form Standards

MODIFIED ADJACENT STREET AND USE SETBACK STANDARDS	
Adjacent Street Setbacks	<p>Along major and minor arterials, the minimum adjacent street setback distance shall be 30' as follows:</p> <ul style="list-style-type: none"> • The first 15' of the setback (measured parallel to the required street setback starting from the property line along the street and moving inward) shall include a minimum 5' landscaped area. This landscaped area shall have one street tree planted every 25' along the street frontage. The remaining area may contain a pathway and shall not contain tables, chairs and fountains. • The second 15' of the setback (measured parallel to the required setback starting from the required setback line and moving towards the street) may include plazas, courtyards, tables and chairs, pervious pavers, landscaping and fountains. • The setback angle shall be 60°. <p>Along other streets, the minimum adjacent street setback distance shall be 20' as follows:</p> <ul style="list-style-type: none"> • The first 15' of the setback (measured parallel to the required street setback starting from the property line along the street and moving inward) shall include a minimum 5' landscaped area. This landscaped area shall have one street tree planted every 25' along the street frontage. The remaining area may contain a pathway. • The remaining 5' of the setback (measured parallel to the required setback starting from the required setback line and moving towards the street) may pervious pavers, fountains and benches. • The setback angle shall be 60°. <p>Awnings, balconies and overhangs may occupy these setback areas.</p>
Adjacent Use Setbacks	The adjacent use setback standards set forth in Sec. 16-5-102.D, Adjacent Use Setback Requirements, shall apply only along the perimeter of the CR district.
MODIFIED ADJACENT STREET BUFFER STANDARDS	
There are no adjacent street buffers in the CR zoning district.	

MAX. DENSITY (PERNET ACRE)		LOT COVERAGE	
All development	Undefined, but limited by applicable design and performance standards such as height and parking	Max. Impervious Cover	n/a
		Min. Open Space for Major Residential Subdivisions	n/a
Residential ²			
MAX. BUILDING HEIGHT			
All development	36 ft along the adjacent street setback line; 60 ft once the setback angle is attained		
USE AND OTHER DEVELOPMENT STANDARDS			
See Chapter 16-4: Use Standards, Chapter 16-5: Development and Design Standards, and Chapter 16-6: Natural Resource Protection.			
TABLE NOTES: P = Permitted by Right; PC = Permitted Subject to Use-Specific Conditions; SE = Allowed as a Special Exception; du = dwelling units ; sf = square feet; GFA = gross floor area in square feet; ft = feet; n/a = not applicable 1. Where all required parking spaces are located within a parking structure (e.g., parking deck or parking garage), the standards for the minimum number of parking spaces shall be reduced by 20 percent. 2. For development that converts nonresidential square footage to residential use refer to Sec. 16-10-102.B.1.			

Sec.16-5-107. Parking and Loading Standards

H. Off-Street Parking Alternatives

1. General; Alternative Parking Plan

The **Official** is authorized to approve an alternative parking plan that proposes alternatives to providing the minimum or maximum number of off-street parking spaces required by this section, in accordance with the standards listed below. The alternative parking plan shall be submitted with an **application** for Development Plan Review (Sec. 16-2-103.G), Small Residential Development Review (Sec. 16-2-103.H), or Corridor Review (Sec. 16-2-103.I), as appropriate.

2. Provision over Maximum Allowed

An alternative parking plan may propose to exceed the maximum number of off-street parking spaces allowed by Sec. 16-5-107.D.5, Maximum Number of Off-Street Parking Spaces, in accordance with the following standards:

a. Parking Demand Study

The alternative parking plan shall include a parking demand study demonstrating how the maximum number of parking spaces allowed by Sec. 16-5-107.D.5, Maximum Number of Off-Street Parking Spaces, is insufficient for the proposed **development**.

b. Limited to Minimum Amount Required

Additional off-street spaces allowed by this subparagraph shall be limited to the minimum number of additional spaces recommended as needed by the required parking demand study.

c. Extra Parking to Have Pervious Surfacing

Any additional parking spaces allowed under this subparagraph shall be constructed with **pervious** materials.

3. Shared Parking

An alternative parking plan may propose to meet a portion of the required minimum number of off-street parking spaces with **shared parking** in accordance with the following standards:

a. Maximum Shared Spaces

Up to 50 percent of the number of parking spaces required for a **use** may be used to satisfy the number of parking spaces required for other **uses**, provided the **uses** generate parking demands during different times of the day or different days of the week.

b. Location and Pedestrian Access

- i. **Shared parking** spaces other than those serving **development** in the CR District shall be located no more than 500 feet walking distance from the primary pedestrian entrance(s) to the **uses** served by the parking, as measured along sidewalks or other **pedestrian accessways** connecting the shared spaces and such entrance(s).

- ii. Adequate and safe pedestrian **access** shall be provided between the **shared parking** spaces and the primary pedestrian entrances to the **uses** served by the parking.
- iii. **Shared parking** spaces shall not be separated from the **use** they serve by an arterial **street** unless pedestrian **access** across the arterial **street** is provided by a grade-separated pedestrian walkway or appropriate traffic controls (e.g., signalized crosswalk).

c. Justification

The alternative parking plan shall include justification of the feasibility of **shared parking** among the proposed **uses**. Such justification shall address, at a minimum, the size and type of the **uses** proposed to share off-street parking spaces, the composition of their tenants, the types and hours of their operations, the anticipated peak parking and traffic demands they generate, and the anticipated rate of turnover in parking space use.

d. Shared Parking Agreement

- i. An approved **shared parking** arrangement shall be enforced through written agreement among all the owners of **lands** containing the **uses** proposed to share off-street parking spaces.
- ii. The agreement shall provide all parties the right to joint use of the **shared parking** area for as long the **shared parking** spaces are needed to comply with this **Ordinance**, and shall be binding on subsequent owners.
- iii. The agreement shall be submitted to the **Official** for review and approval before execution.
- iv. A Certified True Copy of an approved agreement that has been recorded in the Beaufort County Register of Deeds shall be delivered to the **Official** before issuance of a **Building Permit** or Certificate of Occupancy for any **use** to be served by the **shared parking** area.
- v. Any termination of the **shared parking** agreement does not negate the parties' obligations to comply with parking requirements and thus shall constitute a violation of this **Ordinance**. No **use** served by the **shared parking** may be continued if the **shared parking** becomes unavailable to the **use** unless substitute off-street parking spaces are provided in accordance with this section.

4. Off-Site Parking

An alternative parking plan may propose to meet a portion of the required minimum number of off-street parking spaces with **off-site** parking in accordance with the following standards.

a. Maximum Off-Site Spaces

Off-site parking may be used to satisfy up to 100 percent of the number of parking spaces required for a **use** in the CR District. **Off-site** parking may be used to satisfy up to 50 percent of the number of parking spaces required for a **use** in any other district.

b. Zoning

The zoning district classification of the **off-site** parking area shall be one that allows the **use** served by **off-site** parking (and thus off-street parking accessory to such **use**).

c. Location and Pedestrian Access

- i. **Off-site** parking spaces other than those serving **development** in the CR District shall be located no more than 500 feet walking distance from the pedestrian entrance(s) to the **uses** served by the parking, as measured along sidewalks or other **pedestrian accessways** connecting the shared spaces and such entrance(s).
- ii. Adequate and safe pedestrian **access** shall be provided between the **off-site** parking spaces and the primary pedestrian entrances to the **uses** served by the parking.
- iii. **Off-site** parking spaces shall not be separated from the **use** they serve by an arterial **street** unless pedestrian **access** across the arterial **street** is provided by a grade-separated pedestrian walkway or appropriate traffic controls (e.g., signalized crosswalk).

d. Off-Site Parking Agreement

- i. If **land** containing the **off-site** parking area is not under the same ownership as **land** containing the **principal use** served, the **off-site** parking arrangement shall be established in a written agreement between the owners or long-term lessees of **land** containing the **off-site** parking area and **land** containing the served **use**.
- ii. The agreement shall provide the owner of the served **use** the right to use the **off-site** parking area for as long the **shared parking** spaces are needed to comply with this **Ordinance**, and shall be binding on subsequent owners or long-term lessees.
- iii. The agreement shall be submitted to the **Official** for review and approval before execution.
- iv. An attested copy of an approved and executed agreement shall be recorded with the Beaufort County Register of Deeds before issuance of a **Building Permit** or Certificate of Occupancy for any **use** to be served by the **off-site** parking area.
- v. Any termination of an **off-site** parking agreement or transfer of **land** containing the **off-site** parking area does not negate the **developer's** obligation to comply with parking requirements and thus shall constitute a violation of this **Ordinance**. No **use** served by the **off-site** parking may be continued if the **off-site** parking becomes unavailable unless substitute off-street parking spaces are provided in accordance with this section and this **Ordinance**.

5. Deferred Parking

An alternative parking plan may propose to defer **construction** of up to 20 percent of the required minimum number of off-street parking spaces, in accordance with the following standards:

a. Justification

The alternative parking plan shall include an assessment demonstrating that because of the location, nature, or mix of **uses**, there is a reasonable probability the number of parking spaces actually needed to serve the **development** is less than the minimum required by the Minimum Number of Parking Spaces table in Sec. 16-5-107.D.1.

b. Reserve Parking Plan

The alternative parking plan shall include a reserve parking plan identifying the amount of off-street parking being deferred and the location of the area to be reserved for future parking, if future parking is needed.

c. Parking Demand Study

- i. The alternative parking plan shall provide assurance that within 18 months after the initial Certificate of Occupancy is issued for the proposed **development**, an off-street parking demand study evaluating the adequacy of the existing parking spaces in meeting the off-street parking demand generated by the **development** will be submitted to the **Official**.
- ii. If the **Official** determines that the study indicates the existing parking is adequate, then **construction** of the remaining number of parking spaces shall not be required and the areas reserved for future parking shall no longer be so reserved. If the **Official** determines that the study indicates additional parking is needed, such parking shall be provided consistent with the reserve parking plan and the standards of this section.

d. Maintenance of Reserve Areas as Open Space

As long as areas are reserved for future parking, they shall be maintained as **open space**, without any clearing of **trees**. During such time, the reserve areas shall not count as **open space** for purposes of complying with Sec. 16-5-104, Open Space Standards, and shall count as **impervious surface** for purposes of complying with Sec. 16-5-109, Stormwater Management and Erosion and Sedimentation Control Standards.

e. Deferred Parking Agreement

- i. A deferred parking agreement shall be included as part of any **development** approval which includes deferred parking. The agreement shall incorporate by reference the deferred parking plan and agreement by the owner to reserve a future parking area as **open space** consistent with the deferred parking plan, and assurances that a parking demand study will be completed in accordance with the terms of the **development** approval and this section, and additional parking provided, if determined necessary.
- ii. An attested copy of an approved and executed agreement shall be recorded with the Beaufort County Register of Deeds before issuance of a **Building Permit** or Certificate of Occupancy for any **use** subject to deferred parking.
- iii. Any termination of a deferred parking agreement does not negate the **developer's** and owner's obligation to comply with parking requirements of this **Ordinance**. Failure to comply shall constitute a violation.

6. On-Street Parking

An alternative parking plan may propose to meet a portion of the required minimum number of off-street parking spaces with on-street parking spaces, in accordance with the following standards:

- a. On-street parking may be used to satisfy up to 100 percent of the number of parking spaces required for a **use** in the CR District.
- b. The on-street parking spaces shall be located along the **development** site's **street frontage** or no more than 150 feet walking distance from the primary entrance(s) of the proposed **use**, as measured along sidewalks or other **pedestrian accessways** connecting the on-street spaces and such entrance(s).
- c. The on-street parking spaces are not counted towards meeting the off-street parking requirement for any other **development**; and
- d. There is no negative impact to existing or planned traffic circulation patterns.

7. Bicycle Parking

- a. All **multifamily** and nonresidential **development** shall provide bike racks sufficient to accommodate the parking of at least four bicycles for every ten vehicle parking spaces required, or major fraction thereof except that once twenty bicycle parking spaces are provided, any required bicycle parking after that shall be required at a ratio of two bicycle parking spaces for every ten vehicle parking spaces, or major fraction, thereof. An **applicant** may use developer submitted data to demonstrate fewer bicycle parking spaces should be required. If a lower number of bicycle parking spaces is accepted, the applicant shall submit a **site plan** that includes a reserve parking plan identifying the amount of bicycle parking spaces being deferred and the location of the area to be reserved for future bicycle parking, if future bicycle parking is needed. If the proposed project does not reasonably connect to a Town multi-purpose pathway, then the required bicycle parking spaces can be reduced.

(Revised 5-17-2016 - Ordinance 2016-07)

- b. The bike racks shall be located in visible, well-lit areas and shall be in an area maintained with an all weather surface. They shall be located where they do not interfere with pedestrian traffic and are protected from conflicts with vehicular traffic.

(Revised 5-17-2016 - Ordinance 2016-07)

- c. The required minimum number of vehicular parking spaces shall be reduced by one space for every ten bicycle parking spaces provided.

- d. If the square footage of an existing building on a site is being increased by more than 50% then the applicant will be required to meet the bicycle parking standards.

(Revised 12-5-2017 - Ordinance 2017-19)

8. Loading Areas

a. Minimum Number of Off-Street Loading Spaces

- i. Any **development** involving the routine vehicular delivery or shipping of goods, supplies, or equipment to or from the **development** shall provide a sufficient number of off-street loading spaces to accommodate the delivery and shipping operations of the **development's uses** in a safe and convenient manner.
- ii. Table 16-5-107.H.8, Minimum Number of Off-Street Loading Spaces, sets forth the minimum number of loading spaces that presumptively satisfies the loading area requirement in provision i above for the listed **principal uses**. For proposed **uses** not listed in Table 16-5-107.H.8, the requirement for a **use** most similar to the proposed **use** shall apply.
- iii. The **Official** may require more loading spaces or fewer loading spaces than indicated by Table 16-5-107.H.8 on determining that the characteristics of the particular **development** warrant such addition or reduction and the general standard is met. Such a determination may be based on information submitted by an **applicant** for **development** approval or by documented analyses or case studies.

TABLE 16 5 107.H.8: MINIMUM NUMBER OF OFF STREET LOADING SPACES	
GROSS FLOOR AREA (GFA)	MINIMUM NUMBER OF LOADING SPACES

Up to 25,000 sf	1
25,001 to 40,000 sf	2
40,001 to 100,000 sf	3
100,001 to 160,000 sf	4
Over 160,000 sf	4 + 1 per additional 80,000 GFA above 160,000 GFA
NOTES: sf = square feet	

- iv. Where a **change of use** not involving the enlargement of a **structure** is proposed on a **lot** with insufficient area to practically accommodate an off-street loading area, the **developer** need only comply with these loading area standards to the **maximum extent practicable**.
- v. No area used to comply with loading area standards may be used to comply with the parking standards, nor shall any area used to comply with parking standards be used to comply with loading area standards.

b. Dimensional Standards for Loading Areas

- i. Each loading space shall be of sufficient size to accommodate the types of delivery/shipping vehicles likely to use the loading area.
- ii. A loading space that presumptively satisfies the needs of delivery/shipping vehicles shall be at least 12 feet wide and 40 feet long, and shall have at least 14 feet of vertical clearance. The **Official** may require larger or smaller loading spaces or lesser or greater vertical clearance on determining that the characteristics of the particular **development** warrant such a variation and the general standard in subparagraph a above is met.

c. Location and Design of Loading Areas

- i. Where possible, loading areas shall be located to the rear of the **building(s)** they serve.
- ii. The loading area shall be located **adjacent** to the **building's** loading doors, in an area that promotes its practical use.
- iii. The loading area shall be located and designed so vehicles using them can maneuver safely and conveniently to it from a public **street** and complete loading without obstructing or interfering with any public **right-of-way** or any parking space or parking lot **drive aisle**—provided, however, that a loading area may overlie a **drive aisle** if it is included as a condition of approval and the **applicant** provides a recorded memorandum of agreement that loading will not occur during normal business hours.

d. Buffering of Loading Areas

Loading areas shall be separated from **adjacent streets** and **uses** by a type D buffer in accordance with Table 16-5-103.F: Buffer Types.



TOWN OF HILTON HEAD ISLAND

Public Planning Committee

TO: Public Planning Committee
FROM: Barbara Wooster, Revenue Customer Service Manager
Missy Luick, Assistant Community Development Director
VIA: Shawn Colin, AICP, Assistant Town Manager – Community
Development
John Troyer, Finance Director
DATE: January 3, 2023
SUBJECT: Short-Term Rental Ordinance Implementation Update

BACKGROUND:

Town Council approved the Short-Term Rental (STR) Ordinance on May 19, 2022, with an effective date of January 1, 2023. The Town executed a contract with a STR Monitoring Software vendor, GovOS, on August 17, 2022, to provide a variety of services related to short-term rentals, including verification and monitoring, permitting, and complaint collection and tracking. On September 1, 2022, Town staff began working with GovOS to customize and integrate the software program to meet the needs of the Town's Short-Term Rental Program. A STR permit informational mailing was sent by GovOS/Town of Hilton Head Island on December 19, 2022 to all short-term rentals identified by GovOS. The letter, sent to over 7,000 short-term rental owners, included an account number and PIN code with instructions on how to apply for the short-term rental permit when the application portal goes live on January 3, 2023.

SUMMARY:

To prepare for the implementation of the Town's Short-Term Rental Program, staff formed an STR Implementation Team to execute and enforce the requirements of the Short-Term Rental Ordinance. The STR Implementation Team has completed the following:

- Worked with GovOS to develop, customize, and implement the STR Permitting Portal.
 - Developed interdepartmental workflows and processes for the program including:
 - Internal processes for application review, complaint management and customer service.
 - Code enforcement workflows and scenario scripts for the Complaint Hotline.
 - Developed a GIS application to assist owners with preparing site plans. This was made available on the Town's website in December.

- Completed user training for the STR Permitting Portal in December 2022.
- Finalized the STR Owner's Toolkit that can be downloaded from the website or permit portal that includes:
 - Good Neighbor Guide Flyer
 - STR Fire Safety
 - STR Regulations Information Display
 - STR Site Plan application link
 - STR Requirements 1-page Informational Document
 - STR Visitor Center Good Neighbor Information
- Recruited, on-boarded and trained three (3) full time temporary admin positions and two (2) Code Enforcement officers to assist with the anticipated volume of work.
- Launched an extensive and comprehensive multi-media STR Communications Plan that included:
 - Enhanced STR webpage with detailed program information, FAQ's and resources
 - Recorded (6) STR videos to share on social media platforms and the Town's website regarding program overviews, safety, business license and code enforcement.
 - Appeared in (6) TV and print media interviews to discuss STR program.
 - Launched a full STR Social Media campaign that was shared across Facebook, LinkedIn, Twitter and Nextdoor.
 - Hosted in-person and virtual meetings throughout the community and with stakeholder groups. These meetings were attended by over 635 people. Some of the meetings were livestreamed, recorded and shared with additional audiences. Meetings included:
 - (6) sessions of general public informational meetings at Town Hall and the Island Recreation Association.
 - Stakeholder informational meetings held with:
 - Shipyard
 - Hilton Head Island Beach and Tennis Resort
 - Hilton Head Vacation Rental Association
- The STR Implementation Team is currently working on:
 - As new STR's are identified by GovOS, STR permit informational letters will be mailed monthly.
 - Creation of a Short-term Rental Dashboard that will be hosted on the Town's website.
 - Regular reporting on STR statistics.
 - Permit review and issuance.
 - Code enforcement.

ATTACHMENTS:

1. Presentation

Town of Hilton Head Island

Short-Term Rental Ordinance Implementation

UPDATES

Public Planning Committee | January 26, 2023



Town of Hilton Head Island

Meet the Short-Term Rental Implementation Team (STR)

- **Barbara Wooster**, Revenue Customer Service Manager
- **April Akins**, Revenue Services Manager
- **John Troyer**, Finance Director
- **Missy Luick**, Assistant Community Development Director
- **Shea Farrar**, Senior Planner
- **Shawn Colin**, Assistant Town Manager-Community Development
- **Bob Bromage**, Public Safety Director
- **Jacob Deuel**, Enterprise Applications Manager
- **Lindsey Rambow**, Data and Records Administrator
- **Carolyn Grant**, Communications Director
- **Kelly Spinella**, Communications & Marketing Administrator
- **Teri Lewis**, Customer Service Manager, Community Development
- **Russell Rogers**, Deputy Fire Marshall



Key Dates:

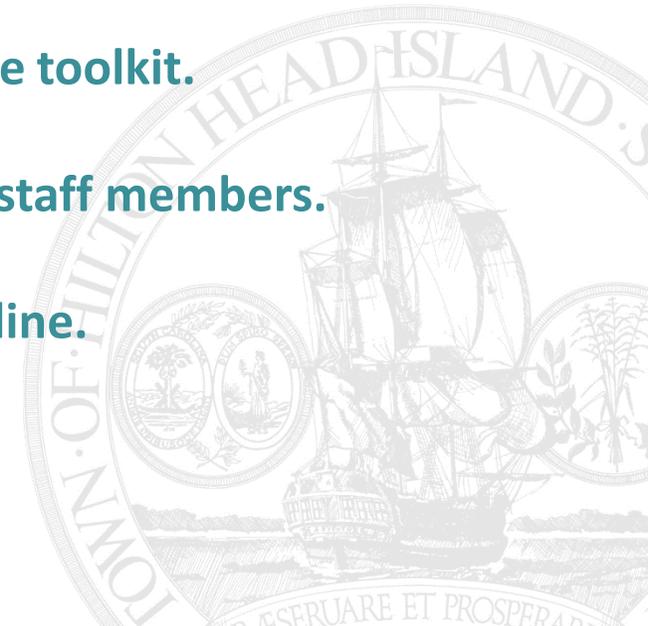
- **May 19, 2022**- Town Council approved the Short-Term Rental Ordinance.
- **August 15, 2022**- The Town hired the Revenue Customer Service Manager and the Director of Public Safety.
- **August 17, 2022**- The Town executed a contract with STR Monitoring Software Vendor, GovOS.
- **September 1, 2022**- Kickoff Meeting with GovOS.
- **December 20, 2022**- Began staff training with GovOS.
- **January 3, 2023**- Go “live” date.



Town of Hilton Head Island

Completed:

- Developed, customized and implemented the STR Permitting Portal.
- Developed interdepartmental workflows and processes for STR program.
- Developed a GIS Application for the site plan requirement.
- Created the Town's Good Neighbor Brochure and STR owner's downloadable toolkit.
- Hired (2) additional Code Enforcement Officers and (3) full-time temporary staff members.
- Held meetings weekly to ensure completion of tasks and meet project timeline.

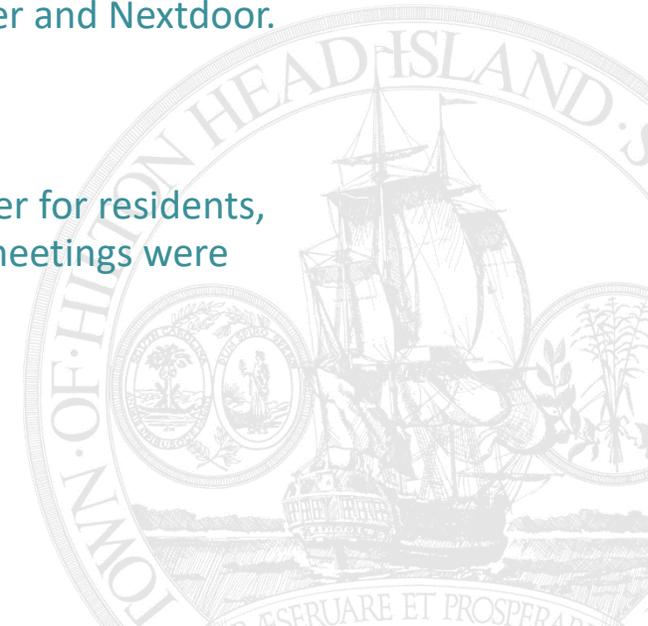


Town of Hilton Head Island

Communications and Education

Launched a comprehensive multi-media STR Communications Plan that included:

- Enhanced STR webpage with detailed program information, FAQs and resources.
- Produced (6) STR videos to share on social media platforms, loaded to a STR Group on our YouTube Channel and the Town's website regarding program overviews, site plan application, safety, business license and code enforcement.
- Appeared in (6) TV and print media interviews to discuss STR program.
- Launched a full STR Social Media Campaign that was shared across Facebook, LinkedIn, Twitter and Nextdoor.
- Sent a total of 6 news releases to a list of over 9,300 recipients.
- Hosted (6) in-person and virtual informational meetings at Town Hall and the Island Rec Center for residents, property owners and stakeholder groups. Over 635 people attended these meetings. Some meetings were livestreamed, recorded and shared with additional audiences.
- Hosted additional stakeholder informational meetings with:
 - Shipyard Property Owners
 - Hilton Head Island Beach and Tennis Resort Property Owners
 - Hilton Head Vacation Rental Association



Town of Hilton Head Island

Implementation History

- **November 2022** - Launched STR Public Communication Plan including public and stakeholder meetings, educational materials, and news releases.
- **November 2022** – Developed Complaint Hotline workflows and phone scripts.
- **November/December 2022** – Software testing and development.
- **November/December 2022** - Trained STR Implementation Team on software platform.
- **November/December 2022** – STR Implementation Team established processes and training for temporary admin positions.
- **October/November/December 2022** - GovOS researched and identified STR properties.
- **December 2022** - GovOS prepared letters to mail to property owners in advance of portal opening.
- **December 2022 /January 2023**- GovOS training for staff: Code Enforcement, Community Development, Revenue Services, Fire and Rescue.
- **December 19, 2022**- GovOS registration letters mailed to over 7,000 identified properties.
- **January 3, 2023**- Go-Live Date: Short-term rental permit portal open.



Town of Hilton Head Island

Short-Term Rental Ordinance Implementation

Questions?

Public Planning Committee | January 26, 2023





TOWN OF HILTON HEAD ISLAND

Public Planning Committee

TO: Public Planning Committee
FROM: Missy Luick, Assistant Community Development Director
VIA: Shawn Colin, AICP, Assistant Town Manager – Community Development
DATE: January 6, 2023
SUBJECT: 2023 Public Planning Committee Topic Review Summary

BACKGROUND:

To continue implementation of the Town’s Strategic Action Plan, staff has outlined a proposed schedule for items that the Public Planning Committee will review in 2023.

SUMMARY:

In October of 2021, Town Council adopted a Strategic Action Plan to guide progress in advancing the goals and recommendations adopted as part of Our Plan, the Town’s 2020 to 2040 Comprehensive Plan. Based on the status of current efforts associated with these strategic initiatives, in addition to other considerations, the following review schedule is proposed.

2023 Quarter	Agenda Item	Strategic Action Plan Item	Comprehensive Plan Goal
Q-1	Ordinance: LMO Amendments	SWOT of the Land Management Ordinance	Connected Community
	Report: Short-Term Rental Ordinance Update	Adopt Short-Term Rental Regulations	Pursuit of Excellence
	Resolution: Planning District Identification	Develop Hilton Head Island Growth Framework & Illustrative Master Plan	Connected Community

	Ordinance: Amend Municipal Code for Beach Experience	Adopt and Implement a Beach Master Plan	Pursuit of Excellence
	Resolution: Scope of Work for LMO SWAT	SWOT of the Land Management Ordinance	Connected Community
Q-2	Resolution: Approve Framework for and Island Brand Development Strategy	Establish Island Brand Development Strategy	Pursuit of Excellence
	Resolution: Approve Framework for Beach Operations Master Plan	Adopt and Implement a Beach Master Plan	Pursuit of Excellence
	Report: Hilton Head Island Resiliency SWOT	SWOT of HHI Resiliency	Environmental Sustainability
Q-3	Report: LMO SWOT and Draft Code Amendments	SWOT of the Land Management Ordinance	Connected Community
	Resolution: Adopting a Landmark Protection Program	Develop Landmark Protection Program	Inclusive Community
Q4	Resolution: Approving the Town of Hilton Head Island District Plans and Growth Framework	Develop Hilton Head Island Growth Framework & Illustrative Master Plan	Connected Community
	Resolution: Approving the Implementation of a Community Engagement Survey	Conduct Community Engagement Survey	Inclusive Community
	Resolution: Approving the Island Wide Master Plan	Develop Hilton Head Island Growth Framework & Illustrative Master Plan	Connected Community

	Ordinance: Adopting Amendments to the LMO	SWOT Land Management Ordinance	Connected Community
Pending Policy Items to be scheduled	William Hilton Parkway/Pope Avenue/Palmetto Bay Road/Arrow Road/New Orleans Road; Main Street Corridors Plan	Implement Capital Improvement Plan	Right Sized Infrastructure
	Assessment of Conditions and Trends Assessment	Develop Hilton Head Island Growth Framework & Illustrative Master Plan	Connected Community
	Regulations and Policy for Short-Term Rentals v2	Adopt Short-Term Rental Regulations	Pursuit of Excellence
	Island Resiliency Plan	SWOT of Island Resiliency	Environmental Sustainability



Town of Hilton Head Island
Public Planning Committee
Meeting Dates
Calendar Year 2023

Regular meetings of the Public Planning Committee shall be held on the fourth Thursday of each month at 10:00 a.m. in the Benjamin M. Racusin Council Chambers.

February 23	August 24
March 23	September 28
April 27	October 26
May 25	November 16**
June 22	December 28
July 27	

**Due to Thanksgiving, the November meeting will take place one week earlier on November 16, 2023.