



Town of Hilton Head Island

Community Services and Public Safety Committee Meeting

Monday, April 21, 2025, 9:00 AM

**1 Town Center Court, Hilton Head Island, SC
Benjamin M. Racusin Council Chambers**

The meeting can be viewed on the [Town's YouTube Channel](#), the [Beaufort County Channel](#), and Spectrum Channel 1304.

- 1. Call to Order**
- 2. Pledge to the Flag**
- 3. Adoption of the Agenda**
- 4. Approval of the Minutes**
 - a. Regular Meeting Minutes of March 17, 2025
- 5. Executive Session**
 - a. Discussion of Appointment to Boards, Commissions, and Committees
[Pursuant to the South Carolina Freedom of Information Act Section 30-4-70
(a)(1)] related to:
 1. Accommodations Tax Advisory Committee
 2. Beaufort Jasper Housing Trust
 3. Board of Zoning Appeals
 4. Construction Board of Adjustments and Appeals
 5. Design Review Board
 6. Gullah Geechee Historic Neighborhood Community
Development Corporation
 7. Gullah Geechee Task Force
 8. Housing Action Plan
 9. Parks and Recreation Commission
 10. Planning Commission
- 6. Action from Executive Session**
- 7. Presentations**
 - a. Presentation of the Annual Fire Rescue Report - Chris Blankenship, Fire Chief

8. New Business

- a. Consideration of an Ordinance of the Town Council of the Town of Hilton Head Island to amend Municipal Code Section 8-11-211(8) to Restrict Dogs from an Area of the Town's Defined Beach near Fish Haul Creek - Shawn Colin, Assistant Town Manager
- b. Consideration of an Ordinance of the Town of Hilton Head Island to Amend Title 16 of the Municipal Code, the Land Management Ordinance, to Amend Sections 16-3-104.G and 16-4-102.A.6 to Add Workforce Housing as a Permitted Conditional Use in the Moderate to High Density Residential (RM-12) District, to Amend Section 16-4-102.B.1 to Include Property Size and Location Requirements for Workforce Housing in RM-12, to Amend Section 16-4-105.A to Provide for a Workforce Housing Density Bonus and Impervious Surface Increase in RM-12, to Amend Section 16-4-105.B to Clarify Workforce Housing Agreement Requirements, and to Provide for Severability and an Effective Date - Missy Luick, Director of Planning
- c. Consideration of an Ordinance of the Town of Hilton Head Island to Amend the Official Zoning Map with Respect to the 16 Parcels Located on Northpoint Circle to Rezone the Parcels from the Parks and Recreation (PR) District to the Moderate to High Density Residential (RM-12) District, and to Provide for Severability and an Effective Date. - Missy Luick, Director of Planning
- d. Consideration of an Ordinance of the Town of Hilton Head Island to Amend Title 16 of the Municipal Code of the Town of Hilton Head Island, the Land Management Ordinance, to Amend Chapter 16-5, Development and Design Standards, to add a new Section 16-5-117 Construction Management Standards for the Town of Hilton Island, South Carolina and Providing for Severability and an Effective Date - Missy Luick, Director of Planning
- e. Consideration of an Ordinance of the Town of Hilton Head Island to Amend Title 16 of the Municipal Code, the Land Management Ordinance, to Amend the Current Design Regulations and Requirements for Open Space and Pathways in Major Subdivisions to Include Sections 16-3-104, 16-3-105, 16-4-104, 16-5-103, 16-5-104, 16-5-107, 16-5-115, 16-6-102, 16-10-102, 16-10-105, and Appendices A & D for the Town of Hilton Head Island, South Carolina and Providing for Severability and an Effective Date - Missy Luick, Director of Planning
- f. Consideration of a Resolution of the Town Council of the Town of Hilton Head Island Authorizing the execution of a Non-Exclusive Drainage and Utility Easement Agreement from Beaufort County for Property Located at 55 Gardner Drive - Shawn Colin, Assistant Town Manager

9. Public Comment - Non Agenda Items

10. Adjournment

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.

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the Town of Hilton Head Island will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. Auditory accommodations are available. Any person requiring further accommodation should contact the Town of Hilton Head Island ADA Coordinator as soon as possible but no later than 48 hours before the scheduled event.

Municipal Association of South Carolina (MASC) Civility Pledge:

"I pledge to build a stronger and more prosperous community by advocating for civil engagement, respecting others and their viewpoints, and finding solutions for the betterment of my city or town."



Town of Hilton Head Island
**COMMUNITY SERVICES AND PUBLIC SAFETY
COMMITTEE MEETING**
Monday, March 17, 2025, 9:00 AM
Minutes

Call to Order

Chair Becker called the meeting to order at 9:00 a.m.

Committee Members Present: Tamara Becker, Chair; Steve Alfred, and Steve DeSimone

Adoption of the Agenda

Mrs. Becker made a motion to amend the agenda to add another opportunity for public comment after the approval of minutes. Mr. DeSimone seconded. Motion carried 3-0.

Approval of the Minutes

Regular Meeting Minutes of February 10, 2025

Mr. Alfred made a motion to approve. Mr. DeSimone seconded. Motion carried 3-0.

Public Comment - Non Agenda Items

There were no public comments at this time.

New Business

Consideration of a Resolution Adopting Home Matters, Town of Hilton Head Island
Displacement Mitigation Support Plan - Missy Luick, Director of Planning

Missy Luick provided the Committee with a presentation. This project was identified through the Town's 2023-2025 Strategic Action Plan. Strategy #2 of the plan implemented the Workforce Housing Framework. Mrs. Luick stated that Town Council directed Town Staff to develop and adopt a housing Displacement Mitigation and Support Plan in the 2024 Strategic Action Work Plan. The memo included in the agenda packet outlined an overview of what the displacement mitigation support plan is and functions are. The plan is geared towards being a community-led initiative that provides support services to individuals and families that are facing displacement on Hilton Head Island.

Mrs. Luick further detailed the plan step by step for the Committee of the process in the event a displacement occurs. Lead agencies and support agencies included in the plan held workshops collectively to identify a range of scenarios that could arise and what resources would be

required to support those individuals or families facing displacement. Mrs. Luick noted that all the agencies apart of the plan already exist and are available for those that are facing displacement, but without a coordinated effort seeking assistance, individuals and families would have to navigate on their own and try to assemble those support services one by one that may be required. Having this plan in place allows individuals or families to have access to the identified support services in a coordinated manner.

Along with the Displacement Mitigation Support Plan, there is a questionnaire for property owners or developers to voluntarily complete when proposing a new development or redevelopment for Town consideration. This questionnaire that will be implemented by the Planning Department, will serve as early intervention to potential impacts to individuals or families. Through the Town's Pre-Application process, displacement events can be identified and responses gathered to understand and address potential displacement effects resulting from the proposed project.

The organizational structure for the Displacement Mitigation Support Plan starts with the Town identifying a potential displacement event through the development review process. Once a potential displacement event is identified, the Town will activate the Community Response Team. This team, led by the Lead Partner, mobilizes necessary resources and support services to manage displacement events. This design aims to streamline communication, resource allocation, and the execution of the plan.

The Town's role in this displacement mitigation plan is for the Chief Housing Officer to be the designated Town official responsible for activating the Displacement Mitigation Support Plan. Other Town staff, primarily the Planning Department staff is responsible for oversight of development and building permit applications, will be responsible for notifying the Chief Housing Officer when made aware of a potential displacement event. The Town will serve only as the initiator to activating the Displacement Mitigation Support Plan, Deep Well, the United Way of the Lowcountry, and the Community Foundation of the Lowcountry will individually and collectively serve as partners in the community response.

Members of the Committee had questions, comments and discussion regarding: confirmed funding sources of project; concerns of the Town being in the middle of the response should one occur; the Town distributing the questionnaire and being involved more than they could expect over time; confirmation of the roles and responsibilities of the Town and the Community Response Team; the plan was viewed as balancing & allowing for preparation of if there is a displacement as the Town's current inventory currently does not support its population; this plan allows the Town to be proactive and not reactive; displacement & development should never cross paths; the 2022 Chimney Cove displacement of individuals would have been a detriment to our workforce had there not been pressure from outside forces; this plan potentially could put the Town in the housing business; funding should not be used for anyone not staying on Hilton Head; and this plan should not be the Town's responsibility.

Mr. DeSimone made a motion to deny adopting the document, sending it back to

Committee for further discussion and work with the Housing Action Committee on where the document should live. Mrs. Becker seconded the motion.

Curtis Coltrane, Town Attorney, made comments to the Committee regarding their motion on the floor. He recommended that the Committee forward it to Town Council with a recommendation for disapproval. After discussion with the Committee, he later asked for direction for Staff of the item as it had not been clear during their discussion.

Mrs. Becker asked for public comment.

Sandy West Vice Chair of the Housing Action Committee addressed the Committee stating that she was shocked at the outcome their discussion as Town Staff, the Committee and others have worked hard on this plan. She further stated that there is no money for this plan that is being asked of the Town and would like that to be made clear. Ms. West also stated that having a workforce means that there needs to be workforce housing available along with displacement issues addressed. She the prior Chimney Cove displacement matter of which the process seemed smooth and easy to the public, but it was far from that as she and other local individuals were a part of the coalition that was put together to assist those in need at that time where there was no plan in place to address this type of issue. That incident caused her to apply for the Town's Housing Action Committee where she currently serves. She feels that denying the plan at the Committee level and not allowing it to go to the full Town Council for consideration, is not right as this was fully supported by the Housing Action Committee.

Jack Alderman Chairman of the Housing Action Committee addressed the Committee regarding his thoughts of the future of the Town's workforce on Hilton Head. He believes that the Town should be a participant in this process and in this case assisting only in activating the lead agencies when information of possible displacement may occur. Interpretation of this document leading to the need of Town funding or the additional need of Staff time for this project he felt was a misrepresentation of what it actually is. He added that Town Staff provided excellent research into the creation of this displacement plan and it has been thoroughly vetted, and adjustments made over the last several months. Mr. Alderman clarified that the lead partner has been identified as Deep Well, The Community Foundation of the Lowcountry as the Fiscal Agent, and the United Way of the Lowcountry would be the lead fiduciary partner. This plan is about the quality of life for all residents of Hilton Head Island.

Other members of Council spoke to ask the Committee to clarify the needs they were requesting of Town Staff in regards the displacement plan and the Town's role.

Shawn Leininger, Assistant Town Manager, spoke with the Committee as to why this was brought forward. Displacement can come in all different forms such as fires, storms and redevelopment. This plan is meant to be a general guide to how to assist should a situation arise. This would allow the participating organizations to receive information and respond appropriately.

Motion passed 2-1 (Alfred Opposed).

Consideration of an Ordinance to Authorize the Execution and Delivery of an Easement for Ingress and Egress to Cordillo Courts and the Hedges, Encumbering Real Property, located at 104 Cordillo Parkway, Owned by the Town of Hilton Head Island - Shawn Colin, Assistant Town Manager

Shawn Colin discussed with the Committee the proposed ordinance. The Town of Hilton Head Island owns a 1.472-acre parcel of land, located at 104 Cordillo Parkway and described in the Plat entitled "Sea Cabin Racquet Club As-Built," dated January 24, 1983. This parcel is located on the northwestern side of the right-of-way of Cordillo Parkway. Adjacent to the Town Property are two condominium projects, collectively known as the Sea Cabin Racquet Club I Council of Co-Owners (Cordillo Courts) and the Sea Cabin Racquet Club II Council of Co-Owners (The Hedges). These properties have historically relied on access across the Town Property for ingress and egress to and from Cordillo Parkway.

Although there has been long-standing access across the Town Property to and from the Sea Cabin Racquet Club I and II properties, there is no recorded written easement that formalizes this access. The Sea Cabin Racquet Club I Council of Co-Owners and the Sea Cabin Racquet Club II Council of Co-Owners have formally requested the Town grant an easement for ingress and egress across the Town Property. This would formalize the access route to Cordillo Courts and The Hedges.

Mr. Alfred made a motion to forward to Town Council the ordinance to authorize the execution and delivery of an easement for ingress and egress to Cordillo Courts and the Hedges, encumbering real property located at 104 Cordillo Parkway owned by the Town of Hilton Head Island. Mr. DeSimone seconded.

Chair Becker asked for public comments.
There were no comments.

Motion passed 3-0.

Consideration of a Resolution Authorizing the Execution and Delivery of an Agreement with Cordillo Courts and the Hedges, Regarding Signs on Real Property Owned, Located at 104 Cordillo Parkway, by the Town of Hilton Head Island - Shawn Colin, Assistant Town Manager

Shawn Colin discussed with the Committee the proposed agreement. The Town of Hilton Head Island owns a 1.472-acre parcel of land, located at 104 Cordillo Parkway and described in the Plat entitled "Sea Cabin Racquet Club As-Built," dated January 24, 1983. This parcel is located on the northwestern side of the right-of-way of Cordillo Parkway on Hilton Head Island,

South Carolina. Currently, the Town maintains two signs on the Town Property, located near the intersection of Cordillo Parkway. These signs serve to identify both the Town Property and the adjacent condominium projects known as the Sea Cabin Racquet Club I Council of Co-Owners (Cordillo Courts) and Sea Cabin Racquet Club II Council of Co-Owners (The Hedges). Additionally, the signs identify the location of the Cordillo Public Tennis Courts.

The Town has negotiated a Sign Maintenance Agreement with the Sea Cabin Racquet Club I Council of Co-Owners and the Sea Cabin Racquet Club II Council of Co-Owners to formalize the maintenance responsibilities of the signs on the Town Property. This agreement ensures that both parties are clear on their respective roles and obligations regarding the installation, maintenance, repair, and replacement of the signs. The resolution will formalize the agreement and authorize the Town to perform its obligations as outlined within the agreement.

Mr. Alfred made a motion to forward to Town Council for consideration the resolution authorizing the execution and delivery of an agreement with Cordillo Courts and the Hedges, regarding signs on real property owned, located at 104 Cordillo Parkway, by the Town of Hilton Head Island. Mr. DeSimone seconded.

Chair Becker asked for public comments.

There were no comments.

Motion passed 3-0.

Consideration of an Ordinance to Amend Title 16 of the Municipal Code, the Land Management Ordinance, to Amend the Procedures for Development Plan Reviews and Major Subdivision Plan Reviews to Include the Following Sections: 16-2-101, 16-2-102, and 16-2-103 - Missy Luick, Director of Planning

Missy Luick provided the Committee with a presentation. Revitalize and Modernize the Economy is a focus area in the adopted Town Council 2023-2025 Strategic Action Plan. Town Council previously directed Town Staff to advance amendments to the Land Management Ordinance (LMO) in the 2024 Strategic Action Work Plan. The effort has been divided into two separate projects, the full LMO Overhaul and the priority amendments. The priority amendments include incremental changes to both the LMO and portions of the Municipal Code related to land management that seek to address important and urgent issues in advance of the full LMO Overhaul. These priority amendments aim to address pressing community development issues with the best short-term solution while minimizing unintended outcomes. Issues that require additional analysis and research or are more complex are recommended to be further explored using the full LMO Overhaul. At the September 24, 2024, Town Council Workshop, Town staff received comments and direction regarding this proposed amendment to the subdivision and development plan review regulations.

Changes are proposed to the Major Subdivision, Minor Development Plan, and Major Development Plan review processes. These changes aim to improve transparency, enhance community involvement, and ensure that the public is better informed about potential developments in their neighborhoods. The updated process includes provisions designed to increase public notice and provide more opportunities for community engagement.

The amendments will:

1. Mandate pre-application meetings with Town staff for Major Subdivisions and Major Development Plans.
2. Add a required Planning Commission review element to Major Subdivisions, Major Development Plans, and Minor Development Plans if the property is adjacent to or across the street from residential uses.
3. Require the following advanced public notices to the public, offering residents more time and opportunities to engage with proposed developments.
 - a. Publish notice of the hearing in a newspaper of general circulation in the Town, and
 - b. Mail notice to all property owners and homeowners associations (POAs) within 500 feet of the site through first class mail (with return receipt), and
 - c. Post conspicuous notice of the hearing on, or adjacent to, the property subject to the application that is visible from each public thoroughfare that abuts the subject property.
4. Require a Planning Commission public hearing for the review of Major Subdivisions and Major Development Plans.

Members of the Committee had questions, comments and discussion regarding: the history of the process previously; the addition of requiring a public hearing; a request for adding clarity to the public of the process; making sure that major and minor subdivisions are clearly explained for the public; and transparency surrounding recommendations of projects.

Mr. Alfred made a motion to forward to Town Council an ordinance to amend Title 16 of the Municipal Code, the Land Management Ordinance, to amend the procedures for development plan reviews and major subdivision plan reviews to include the following sections: 16-2-101, 16-2-102, and 16-2-103. Mr. DeSimone seconded.

Chair Becker asked for public comment

Chester Williams addressed the Committee with questions on the provisions, Planning Commission vs the LMO Officials duties and revising the proposed charts so they apply to the proposed amendments.

Motion passed 3-0.

Public Comment - Non Agenda Items

There were no comments.

Adjournment

Chair Becker adjourned the meeting at 10:48 a.m.

The recording of this Meeting can be found on the Town's website at www.hiltonheadislandsc.gov

HILTON HEAD ISLAND FIRE RESCUE



2024 ANNUAL REPORT



OPERATIONS

10,015 Total Incidents

**EMS
7,267**

**Fire
2,533**

**HazMat
63**

**Rescue
152**

14,005 Total Unit Responses

27 Average Incidents Per Day

Busiest Engine



Engine 1

30%

**Increase in Call Volume
since 2020**

10th

**Busiest department in
South Carolina**

Busiest Medic



Medic 5

Top 3 Busiest Days

**09/27/24
77 Incidents**

**09/28/24
65 Incidents**

**10/19/24
53 Incidents**



OPERATIONS



Structure Fires

33
Fires
within a
structure

20
Confined to
object of
origin

8
Confined to
room of
origin

4
Confined to
building of
origin

1 Fire Fatality

1 Fire Injury

Total Property Saved
\$346,335,109

Total Property Lost
\$3,162,191

Frequently Responded Locations

Address	Number of Responses
1. 421 Squire Pope Road	277
2. 300 Woodhaven Drive	268
3. 110 Gardner Drive	178
4. 801 Lemon Grass Court	176
5. 120 Lamotte Drive	131





OPERATIONS

Benchmark Time		2024 Gap Analysis
Alarm Handling	01:20	00:06
Turnout Time	02:30	00:01
Travel Time	05:00	00:52
Total Response Time	08:50	00:12

Fire Incidents (Low) - 90 th Percentile Times Baseline Performance (Emergent Only)		2020- 2024	2024	2023	2022	2021	2020
Alarm Handling	PSAP - Dispatch 1 st Unit	01:22	01:14	01:33	01:30	00:56	00:48
Turnout Time	Turnout Time 1 st Unit	02:48	02:29	02:37	02:52	02:56	03:03
Travel Time	Travel Time (Enroute>Arriving) Distribution	05:33	05:52	05:33	05:17	05:26	05:32
Total Response Time	Total Response PSAP>Arriving Distribution	09:04	08:38	08:36	08:59	08:28	08:46
		n=6,417	n=1,408	n=1,238	n=1,351	n=1,096	n=1,091



OPERATIONS

Benchmark Time		2024 Gap Analysis
Alarm Handling	01:20	01:03
Turnout Time	01:45	00:13
Travel Time	05:00	00:47
Total Response Time	08:05	00:58

EMS Incidents (Low) - 90 th Percentile Times Baseline Performance (Emergent Only)		2020-2024	2024	2023	2022	2021	2020
Alarm Handling	PSAP - Dispatch 1 st Unit	01:49	02:23	02:48	01:11	01:00	01:02
Turnout Time	Turnout Time 1 st Unit	02:24	01:58	02:06	02:24	02:33	02:33
Travel Time	Travel Time (Enroute>Arriving) Distribution	05:31	05:47	05:30	05:22	05:29	05:36
Total Response Time	Total Response PSAP>Arriving Distribution	08:43	09:03	09:23	08:10	08:28	08:52
		n=18,335	n=2,708	n=2,683	n=4,558	n=4,578	n=3,785

Yard Waste Burning Statistics

370

**Permits Registered
on Approved Dates**

370

**Completed
Compliance Checks**

10

**Warnings
Issued**

0

**Citations
Issued**





NEW PUMPERS

**8 NEW PUMPERS CUSTOM-BUILT TO REPLACE
OUR 2008 CRIMSON SPARTAN PUMPERS**

**1ST PUMPER OFFICIALLY PUT IN SERVICE
AUGUST 8, 2024 AT FIRE STATION 3**



2024 Custom KME Pumpers



Quick Facts

**Cost of 1 Pumper
\$631,391.88**

**Fully funded by the
hospitality tax**

All Forward-Facing Seats

Improved hose layout

**1500 Gallon per Minute
Pumps**

**Tank Capacities: 500 Gallons
of Water & 60 Gallons of Foam**

**Lowered rear hose beds &
cross lays**

**All new fire hose- low pressure,
lines to improve flow**



EMERGENCY MEDICAL SERVICE

Top 3 Primary Impressions

494 - General Weakness

423 - Injury of Head

389 - Syncope/Fainting

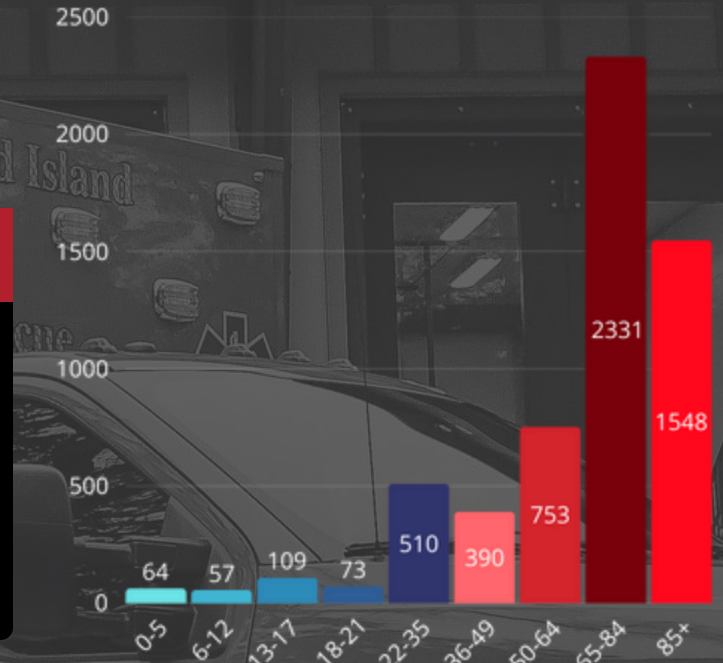
Patients Male vs Female



Male
3,026
48%

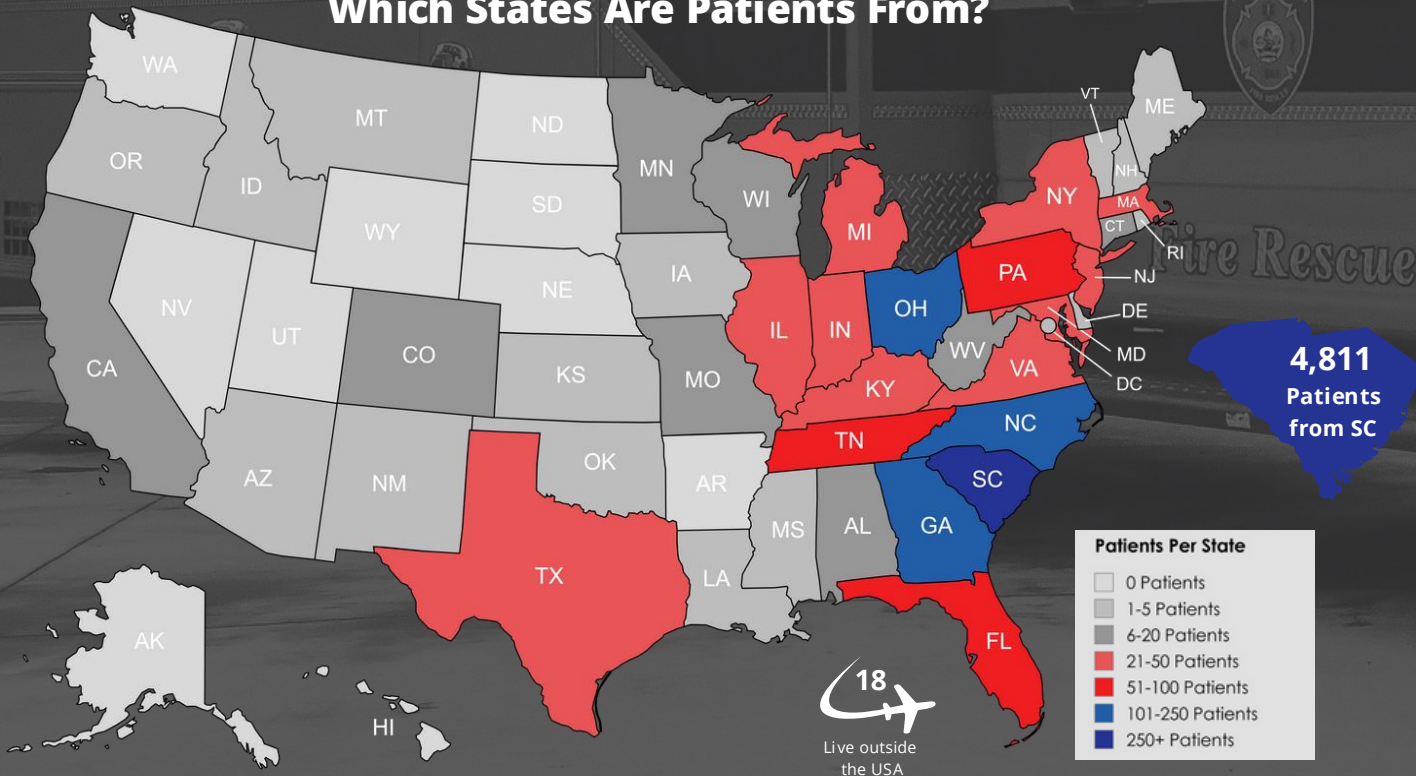


Female
3,320
52%



Patients Per Age Group

Which States Are Patients From?



53
Paramedics in
the department

53%
of line personnel are
certified paramedics

30
Paramedics hired or
certified since 2020



EMERGENCY MEDICAL SERVICE

**EMS REVENUE
COLLECTED \$2,457,105**

5,997 Total Patients

**4,239 (71%) Have Hilton
Head Island Billing Address**



**OUR REVENUE COLLECTION
RATE 81%**

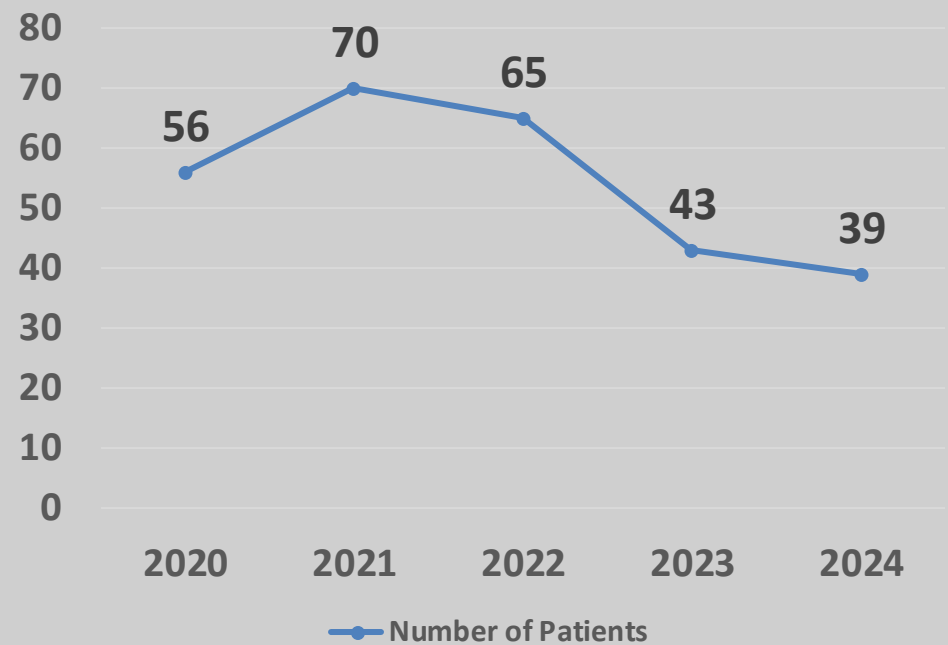
**\$440.63
Average Cost Per Trip**



EMERGENCY MEDICAL SERVICE



Patients Receiving Naloxone





EMERGENCY MEDICAL SERVICE



**Interfacility Transports
Hospital to Hospital**

2024 - 14

2023 - 15



**Interfacility Transports
Hospital to Airport**

2024 - 61

2023 - 44



EMERGENCY MEDICAL SERVICE



7 Cardiac Arrest Survivors



70% Our Cardiac Arrest Save Rate



26% National Average Cardiac Arrest Save Rate

CPR SAVES LIVES. GET TRAINED FOR THE MOMENTS THAT MATTER. LEARN ABOUT OUR CPR CLASSES TODAY.



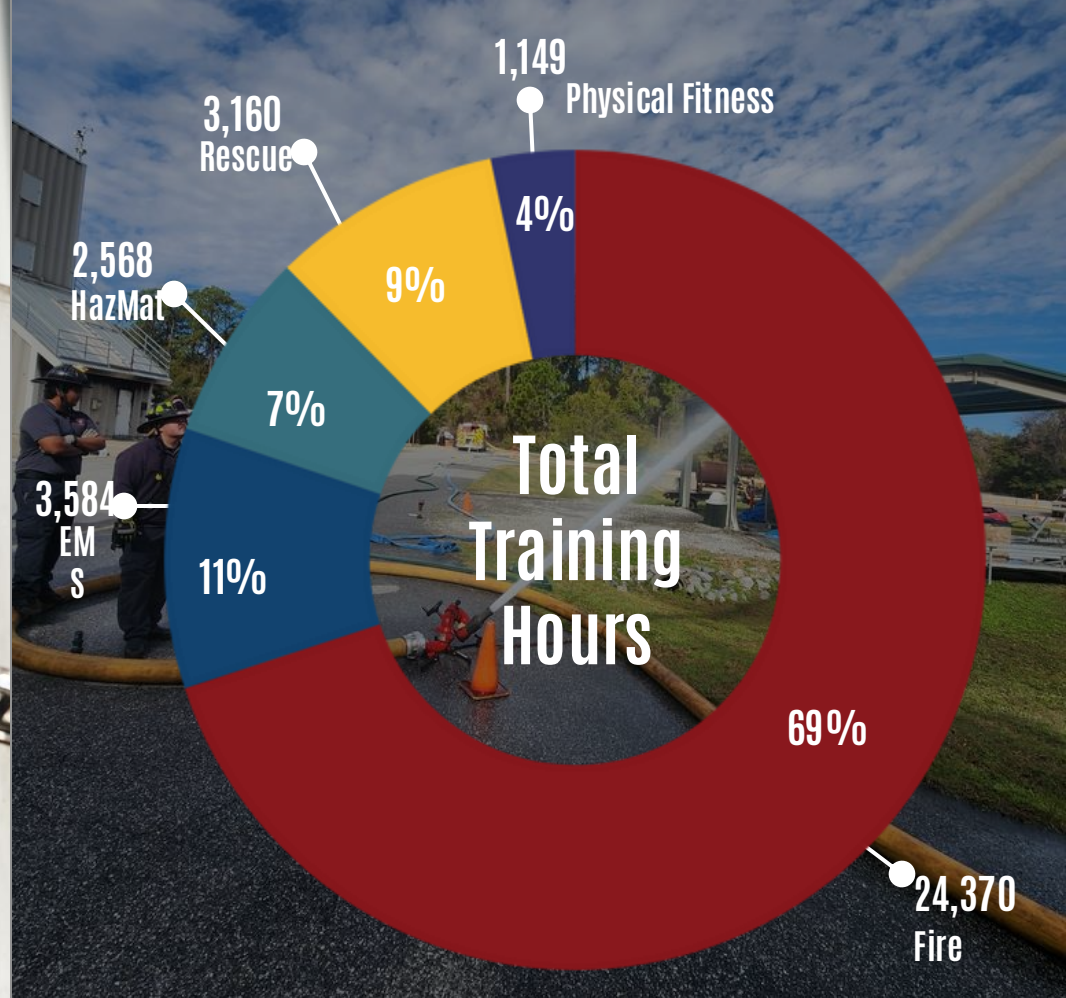


SAFETY & PROFESSIONAL DEVELOPMENT



34,849

Total Training Hours





SAFETY & PROFESSIONAL DEVELOPMENT



15

Line Personnel Hired

3

Attended Fire Academy

12

Hired Certified

Promotional Exams

6

Lieutenant
Candidates

7

Fire Apparatus Operator
Candidates





SPECIAL OPERATIONS

Technical Rescue Team

SOUTH CAROLINA TASK FORCE 4

Notable Accomplishments

Command/Logistics Trailer placed in service

Achieved accreditation as a NIMS Compliant Type IV US&R Team from the Emergency Management Accreditation Program (EMAP)

Placed two new inflatable rescue boats in service

Participated in the State Operational Readiness Exercise

11

Monthly
Training
Sessions

49

Current
Members

What did SCTF-4 do in 2024?

January

Bamberg Tornado



September

Hurricane Helene
Deployment to Greenville County



August

Hurricane Debby
Deployment to
Charleston &
Berkeley Counties



December

Completed an 80-Hour
Structural Collapse
Course





SPECIAL OPERATIONS



Hazardous Materials Team

South Carolina HazMat-4

HAZARDOUS MATERIALS RESPONSE

SPECIALTY APPARATUS

2007 E-One Custom Hazmat Truck Houses equipment for hazardous materials calls for both on-island and regional response. HazMat-2 is also part of SCHM-4 which is the SC Regional Response Team for the Low Country.

11

Monthly
Training
Sessions

1,013

Total Personnel
Hours of
Training

54

Current
Members



911 COMMUNICATIONS

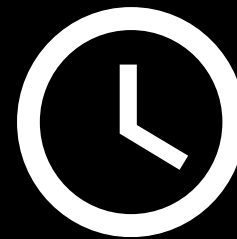
59,914

Total Incoming Telephone Calls

24,047
911 CALLS

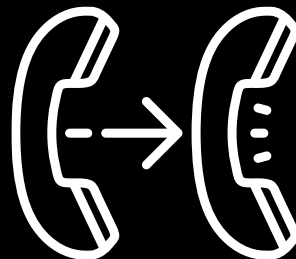


10:00 - 11:00
BUSIEST
TIME OF DAY



June
BUSIEST MONTH
OF THE YEAR

9,926
CALLS
TRANSFERRED TO
OTHER 911 CENTERS



Friday
BUSIEST DAY
OF THE WEEK



911 COMMUNICATIONS



Personnel Achievements

3 Supervisors completed the Center Management Certification Program (CMCP)

2 Supervisors received Emergency Number Professional (ENP) Certification

1 Telecommunicator received the Palmetto Award for exceptional professionalism and pride





COMMUNITY RISK REDUCTION



How can Community Risk Reduction help you?
Scan the QR Code to see our many programs & services!



3,171

Fire Inspections



3,667

Violations Found



3,166

Violations Corrected



503

New Construction
Inspections



499

Plan Reviews



474

CPR/AED Students



2,982

Hydrant Inspections



385

Smoke Alarm Checks



52

Car Seat Installs



138

Fire In The
Streets/After The Fire
Homes Visited



18

Risk Watch/Child
Injury Prevention
Events



14

Fire
Investigations



COMMUNITY OUTREACH & RECRUITMENT

6

New programs to build awareness of Fire Rescue's programs and services

11

New partnerships to enhance events and programs

2,982
Total Community Connections

4

Community presentations demonstrating Fire Rescue's impact within our community

29

Community events attended or hosted



COMMUNITY OUTREACH & RECRUITMENT



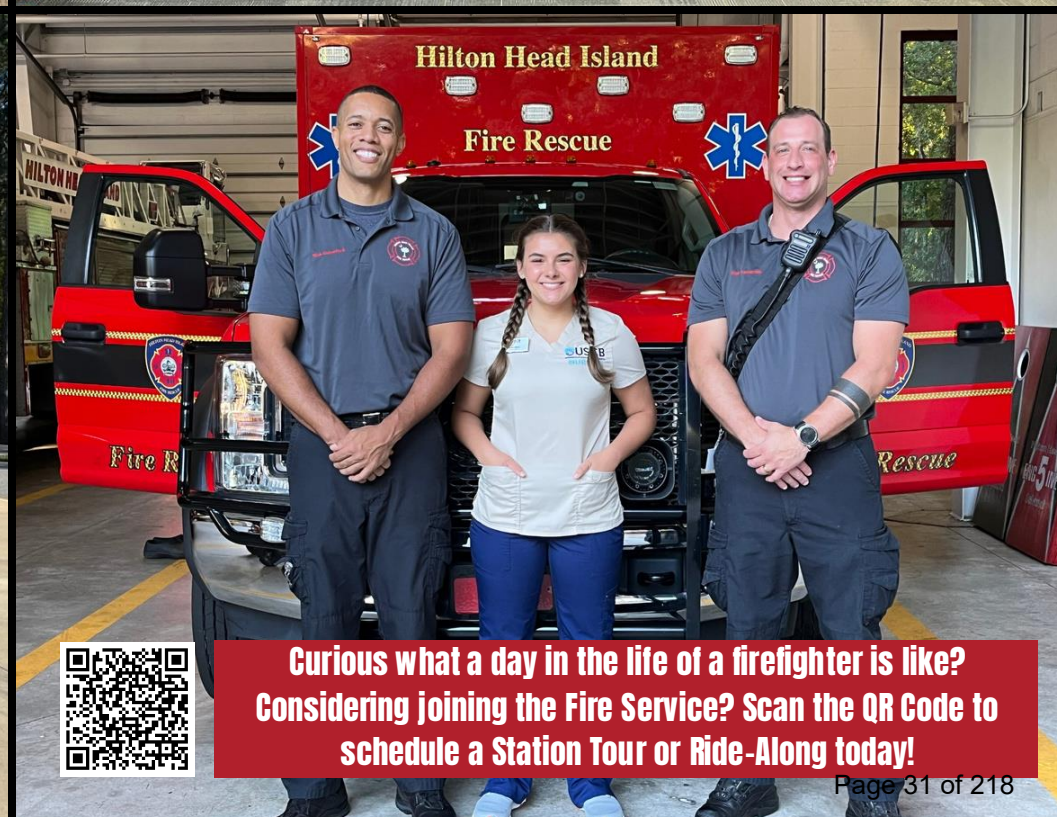
L.E.A.D.S Program with Boys & Girls Club



H.O.T. (Hands-On Training) Girls Summer Camp



New Hire Practice Physical Ability Test & Welcome Social



**Curious what a day in the life of a firefighter is like?
Considering joining the Fire Service? Scan the QR Code to
schedule a Station Tour or Ride-Along today!**



Marketing & Communications



Top Viewed Fire Rescue Web Pages

Storm Updates: 121,825 Views

HHI Hurricane Center: 39,403 Views

Fire Rescue Home Page: 17,678 Views

About Us-Hilton Head Island Fire Rescue: 9,540 Views

Hurricane Helene News & Announcements: 8,019 Views



Are you following us on social media?



Facebook Page Performance

Facebook Page Visits: 98,200

56.1% increase from 2023

Page Engagement Rate: 19.95%

72% increase from 2023

Total Facebook Followers: 4,058

New Facebook Followers in 2024: 1,400

15.1% increase from 2023

Total Facebook Reach: 807,000 Accounts

8% increase from 2023

Instagram Account Performance

Instagram Account Visits: 3,500

Instagram Content Interaction: 3,400

Comments, Likes, Shares

Total Instagram Followers: 710

New Instagram Followers in 2024: 323

Total Instagram Reach: 11,500 Accounts



EMERGENCY MANAGEMENT

March

St. Patrick's Day Parade



August

Tropical Storm Debby



April

RBC Heritage



September

Hurricane Helene



Tropical

- 3- Tropical Storm Watch
- 3 - Tropical Storm Warning
- 0 - Hurricane Watch
- 0 - Hurricane Warning
- 2 - Storm Surge Watch
- 1 - Storm Surge Warning



Convection

- 3 - Flood Advisory
- 2 - Severe T-storm Watch
- 5 - Severe T-storm Warning
- 9 - Tornado Watch
- 7 - Tornado Warning
- 4 - Flood Warning



Non Precipitation

- 14- Dense Fog Advisory
- 1-Excessive Heat Watch
- 1-Excessive Heat Warning
- 1-Frost Advisory
- 16-Heat Advisory
- 1-High Wind Watch
- 1- High Wind Warning
- 4-Wind Advisory



Coastal Hazards

- 1-Coastal Flood Watch
- 1-Coastal Flood Warning
- 14-Coastal Flood Advisory
- 5-High Surf Advisory
- 10-Rip Current Statement

15 presentations with 500 participants
1,756 Emergency Preparedness Guides distributed



Are you ready for Hurricane Season? Scan the QR code for resources & information.

Data provided by National Weather Service.





FLEET MAINTENANCE

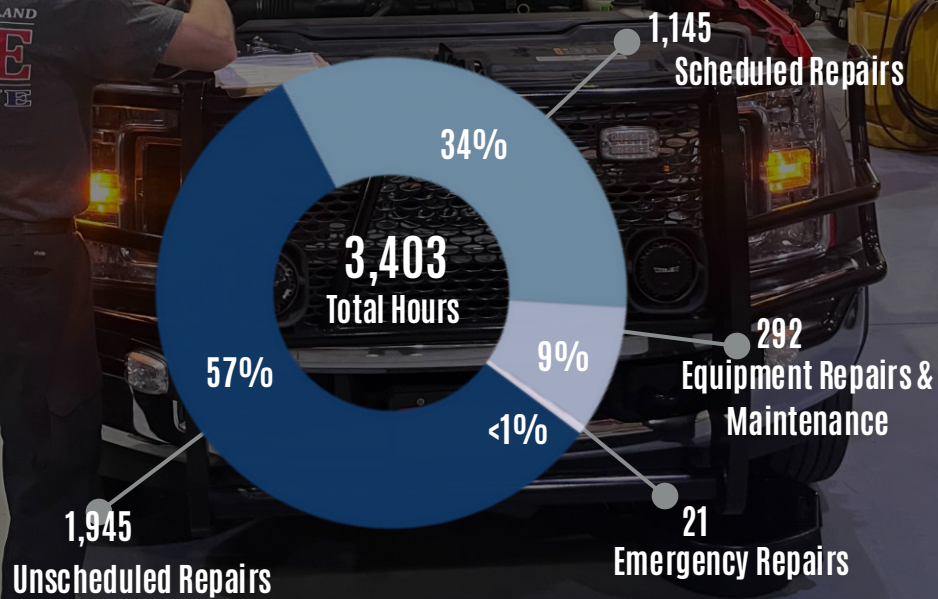


Town of Hilton Head Island Fleet

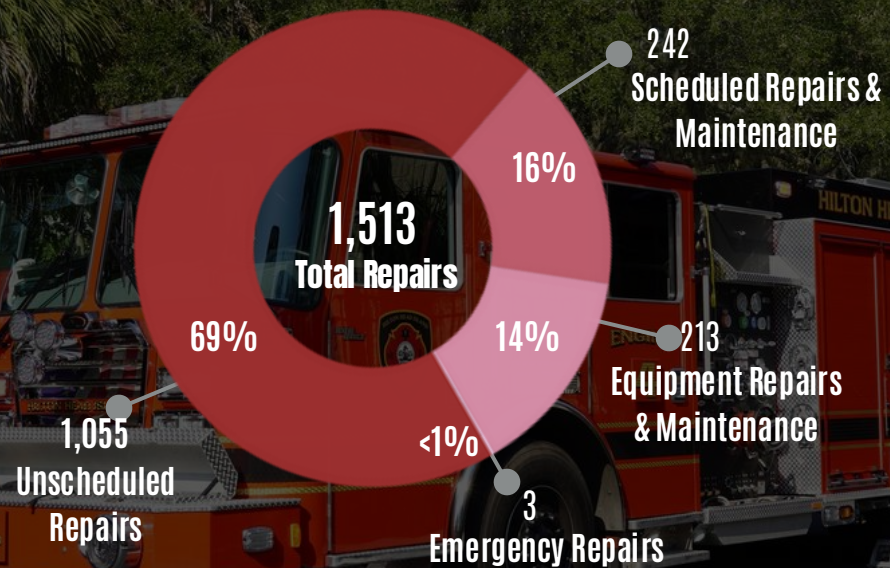
Fire Rescue - 57
Town Staff - 52
Other/Equipment - 57



Total Labor Hours



Total Repairs





ACCOMPLISHMENTS



Received Silver Mission Lifeline EMS Award from the American Heart Association for our commitment and success in implementing a higher standard of care for heart attack patients.



Welcomed two new Doctors as our Medical Control Physicians, Dr Andrew Matthews and Dr. Richard Urbanski.



Completed the replacement of our Town facility AEDs as part of a CIP (Capital Improvements Program) project. This includes the Town parks and the public Town facilities such as Town Hall, Facilities and Fire Rescue Headquarters



Implemented new Station Alerting, Bryx, replacing a 20-year-old system. New CAD (Computer Aided Dispatch) through Southern Software implemented in our 911 Communications Center.



STAFFING UPDATES

- Promoted individual internally to the following position:
 - EMS Lieutenant
- Hired the following:
 - Community Risk Reduction Specialist
 - 15 Firefighters
 - 1 Dispatcher
- Current Staffing Levels:
 - Operations - Two vacancies
 - Two firefighters on light duty from work-related injuries
 - Administration - Fully Staffed

HILTON HEAD ISLAND FIRE RESCUE
FIREFIGHTER/EMT/PARAMEDIC
HIRING POOL NOW OPEN!

WHY CHOOSE HILTON HEAD ISLAND?
BEYOND THE CALL OF DUTY LIES A REWARDING CAREER WITH THE TOWN OF HILTON HEAD ISLAND. HERE, YOU'LL FIND MORE THAN A JOB. YOU'LL DISCOVER A COMMUNITY THAT APPRECIATES YOUR SERVICE, A SUPPORTIVE TEAM ENVIRONMENT, AND THE CHANCE FOR CAREER GROWTH. WE OFFER COMPETITIVE BENEFITS, CONTINUOUS TRAINING, AND THE UNPARALLELED SATISFACTION OF KNOWING YOU'RE MAKING A DIFFERENCE EVERY DAY!

February 7, 2024
Firefighter/EMT(Recruit) Starting Salary: \$50,846
Firefighter/Paramedic(Recruit) Starting Salary: \$58,981
(with current National Registry Paramedic Certification)
Additional benefits include, but not limited to:
• Health, Dental and Vision Coverage
• Paid Time Off (Vacation, Sick Leave, Floating Holidays)
• Retirement Benefits (State Pension, 457, South Carolina 1% Fund)
• Sign-On Bonuses for transferable certifications (\$2,500-\$10,000)

February 7-May 16, 2024
Application Period: February 7, 2024 - May 16, 2024
Interview Period: Saturday, March 16, 2024
Interview Location: Hilton Head Island Fire Rescue Station 1
Interview Time: 9:00 AM - 1:00 PM
Interview Process: Written Exam, Interview, and Practical Skills Assessment

Saturday, March 16, 2024
Interview Period: Saturday, March 16, 2024
Interview Location: Hilton Head Island Fire Rescue Station 1
Interview Time: 9:00 AM - 1:00 PM
Interview Process: Written Exam, Interview, and Practical Skills Assessment

Saturday, April 6, 2024
Interview Period: Saturday, April 6, 2024
Interview Location: Hilton Head Island Fire Rescue Station 1
Interview Time: 9:00 AM - 1:00 PM
Interview Process: Written Exam, Interview, and Practical Skills Assessment

Saturday, May 18, 2024
Interview Period: Saturday, May 18, 2024
Interview Location: Hilton Head Island Fire Rescue Station 1
Interview Time: 9:00 AM - 1:00 PM
Interview Process: Written Exam, Interview, and Practical Skills Assessment

Hilton Head Island Fire Rescue

WE ARE HIRING

FIRE INSPECTOR

REQUIREMENTS:

- ✓ 3 years' experience as a Firefighter or Fire Inspector
- ✓ Certified IFSAC/ProBoard Firefighter 1 & 2
- ✓ Certified Fire Inspector I (ICC or NFPA)
- ✓ Training equivalent to Haz Mat Operations in accordance with 29 CFR 1910.120

The Fire Inspector plays a crucial role in safeguarding lives and properties by conducting plan reviews and code analyses to ensure compliance. They're responsible for inspecting commercial and multi-family structures, identifying potential hazards, and mitigating risks. Inspectors are committed to 24/7 availability ensuring prompt response to emergency situations. As a part of the Community Risk Reduction division, inspectors also engage with the public through educational programs.

MORE INFORMATION

Scan for full job description, salary, benefits, and more!
Or visit <https://hiltonheadfire.com>



CHALLENGES

Headquarters

- No additional room for growth
- Increased use of classroom for multiple events
- Need to bring FRHQ, Dispatch and EOC into one Town-owned hardened facility capable of future growth and needs.





CURRENT INITIATIVES

- Addressing Ordinance
- Arrival of New Ladders
- Community Paramedicine Program
- Continued work aligned with Fire Rescue's Strategic Plan
 - Staffing
 - Professional Development
 - Community Outreach





HILTON HEAD ISLAND FIRE RESCUE

2024

ANNUAL DATA REPORT



Table of Contents

Executive Summary	2
Incidents Overall.....	3
Incidents by Response Class	3
Incidents by Month	3
Incidents by Response Class by Station Planning Zone.....	3
Incidents by Risk	4
EMS	4
FIRE	4
RESCUE.....	4
HAZMAT	4
Incidents by Station Planning Zone	5
Emergent vs Nonemergent Incidents by Station Planning Zone.....	5
Responses by Apparatus By Shift.....	6
Incidents by Time of Day	7
Incidents by Hour of the Day.....	7
Simultaneous Incidents by Station Planning Zone.....	8
Medic Unit – Station Planning Zone Reliability.....	9
Engine - Station Planning Zone Reliability	9
EMS Incident Data	10
Primary Patient Impressions (Top 10).....	10
Ambulance Turnaround Times.....	10
EMS Performance Benchmarks	10
90 th Percentile On Scene Time for Stroke	10
90 th Percentile With Patient to 12-Lead	11
Critical Task Analysis	11
EMS	11
FIRE	11
HAZMAT	12
RESCUE	12
90 th Percentile Turnout Times – FIRE/HAZMAT/RESCUE.....	12
90 th Percentile Turnout Times – EMS	13
90 th Percentile Times.....	14
Low Risk Fire	14
Moderate Risk Fire.....	15
Significant Risk Fire.....	16
Maximum Risk Fire	17
Low Risk EMS.....	18
Moderate Risk EMS.....	19
Significant Risk EMS	20



Executive Summary

The 2024 Annual Data Report provides a comprehensive analysis of the Fire Rescue's emergency response activities, operational performance, and service trends over the past year. In 2024, total incidents increased to 10,015, reflecting a 455 (4.5%) incident increase from 2023.

Key Findings from 2024:

- **Incident Volume Growth:** Fire Rescue experienced a steady rise in call volume, with notable increases in Moderate Risk EMS and Low Risk Fire incidents.
- **Apparatus Utilization:** The busiest medic unit (M5) responded to 1,536 incidents, while Engine 1 led with 1,132 responses among suppression units.
- **Call Distribution:** The highest volume of incidents occurred between 12:00 PM and 6:00 PM, accounting for approximately 35% of total calls.

Predictions for 2025:

Given the current trends and community growth projections, total call volume is anticipated to range between 10,300 and 10,600 incidents in 2025. Factors contributing to this projection include:

- Population and demographic shifts are increasing EMS demand.
- Seasonal variations influencing peak response times.
 - Fire Rescue will complete a comprehensive review of turnout and travel times in May of 2025, one year since the implementation of new Station Alerting and CAD systems.
- Operational enhancements improving staffing and service capacity.

Fire Rescue remains committed to optimizing response efficiency, resource allocation, and community risk reduction strategies to meet the evolving service demands of our community.



Incidents Overall

Red = Increase

Green = Decrease

Incidents by Response Class

2024		2023		Difference
Total	10,015	Total	9,560	+455
EMS	7,267	EMS	7,032	+235
FIRE	2,533	FIRE	2,284	+249
RESCUE	152	RESCUE	182	-30
HAZMAT	63	HAZMAT	62	+1

Incidents by Month

Month	2024	2023	Difference
January	763	706	+57
February	696	649	+49
March	850	806	+44
April	848	845	+3
May	908	839	+69
June	861	829	+32
July	965	957	+8
August	923	894	+29
September	916	871	+45
October	813	760	+53
November	728	675	+53
December	744	729	+15

Incidents by Response Class by Station Planning Zone

Station Planning Zone (SPZ) – The 1st due response area for each of Fire Rescue's 7 stations.

SPZ	EMS	FIRE	RESCUE	HAZMAT
1	1,296	473	44	13
2	705	288	16	8
3	745	284	30	7
4	1,301	211	10	9
5	1,619	383	17	7
6	726	327	24	8
7	874	192	10	11

Burn compliance checks were removed from FIRE category (370 incidents)



Incidents by Risk

The number of incidents by risk level for each of the four response classes.

EMS

2024		2023		Difference
Low	5,565	Low	5,480	+85
Moderate	1,615	Moderate	1,464	+151
Significant	87	Significant	88	-1

FIRE

2024		2023		Difference
Low	2,436	Low	2,185	+251
Moderate	71	Moderate	67	+4
Significant	11	Significant	16	-5
Maximum	15	Maximum	16	-1

RESCUE

2024		2023		Difference
Low	145	Low	176	-31
Moderate	10	Moderate	4	+6
Significant	0	Significant	0	

HAZMAT

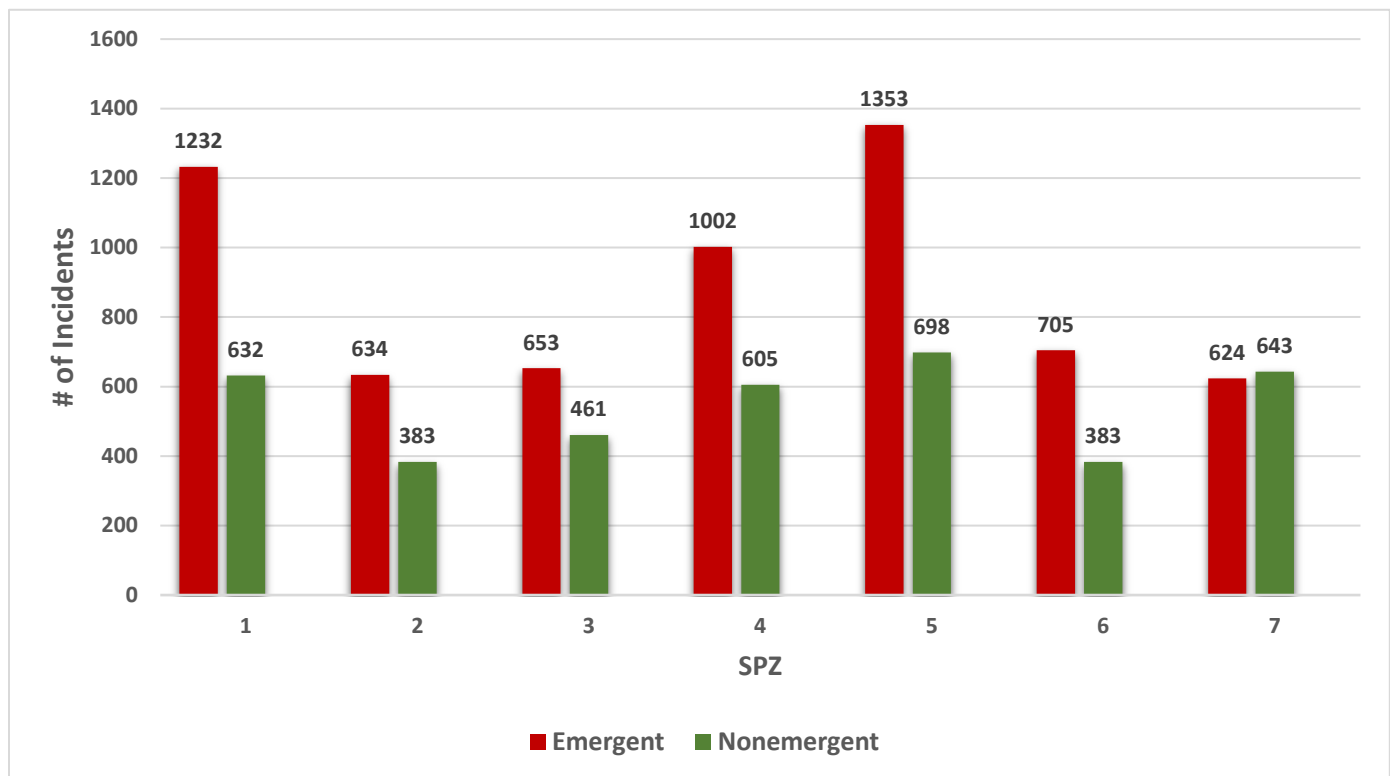
2024		2023		Difference
Low	37	Low	53	-16
Moderate	26	Moderate	9	+17
Significant	0	Significant	0	



Incidents by Station Planning Zone

SPZ	2024	2023	Difference
1	1,864	1,938	-74
2	1,017	894	+123
3	1,114	1,103	+11
4	1,607	1,385	+222
5	2,051	1,990	+61
6	1,088	1,033	+33
7	1,267	1,213	+54
Out of District	7	4	+3

Emergent vs Nonemergent Incidents by Station Planning Zone





Responses by Apparatus By Shift

This table represents the number of incidents each apparatus responded to by shift. The highlighted numbers indicate the unit/shift with the most responses.

	A	B	C	Total
B1	147	150	172	469
E1	391	364	377	1,132
E2	196	184	175	555
E3	172	127	156	455
E4	269	249	287	805
E5	371	342	377	1,090
E6	130	119	119	368
E7	124	177	168	469
E8	43	53	33	129
T6	208	233	214	655
M1	388	437	459	1,284
M2	309	299	240	848
M3	315	305	302	922
M4	441	434	427	1,302
M5	522	531	483	1,536
M6	277	269	270	816
M7	295	328	286	909
M8	82	83	79	244

Busiest Units

Based on the table above.

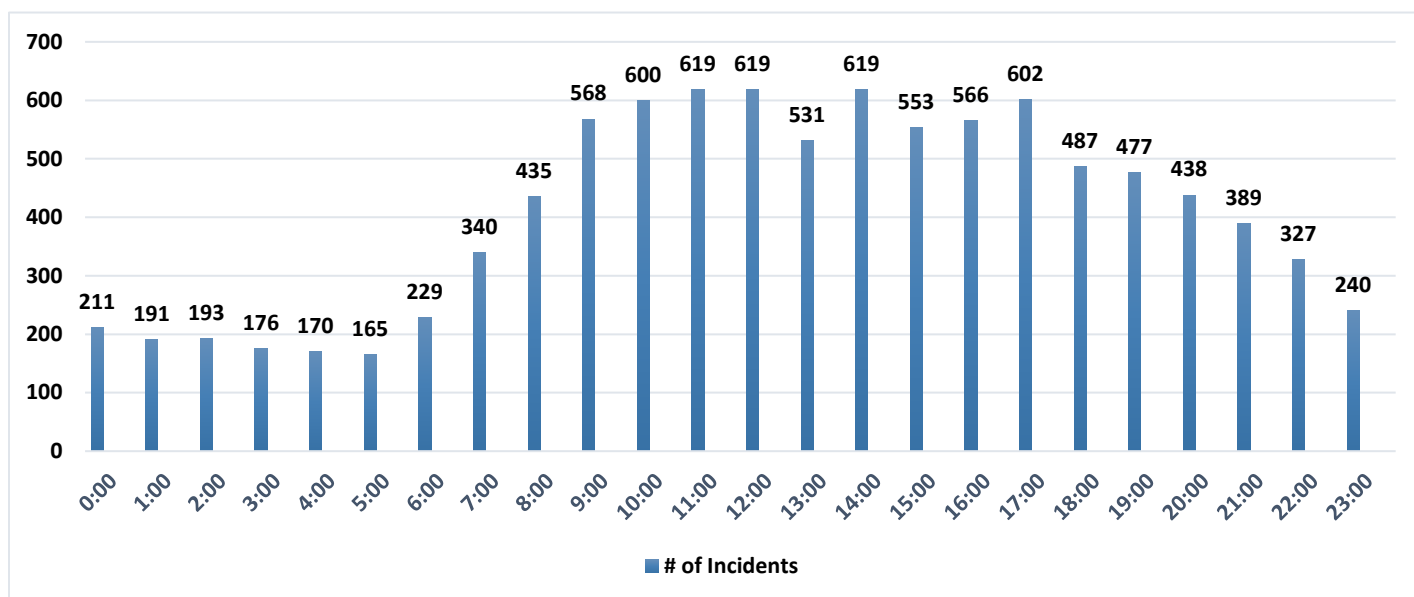
	Unit	Responses
Engine	E1 (A-Shift)	391
Medic	M5 (B-Shit)	531
Battalion Chief	C -Shift	172



Incidents by Time of Day

00:00 – 05:59 (12:00AM – 5:59AM)	1,106
06:00 – 11:59 (6:00AM – 11:59AM)	3,049
12:00 – 17:59 (12:00PM – 5:59PM)	3,500
18:00 – 23:59 (6:00PM – 11:59PM)	2,360

Incidents by Hour of the Day





Simultaneous Incidents by Station Planning Zone

This table represents the number of times additional incidents occurred within an SPZ. For example, SPZ 1 had one incident occur, then a second was dispatched before the first incident was closed 277 times in 2024.

SPZ	Number of Simultaneous Incidents	Number of Occurrences	Percentage (%)
1	1	285	15.29%
1	2	52	2.79%
1	3	7	0.38%
2	1	120	11.8%
2	2	14	1.38%
2	3	7	0.69%
3	1	125	11.22%
3	2	16	1.44%
3	3	3	0.27%
4	1	230	14.31%
4	2	44	2.74%
4	3	14	0.87%
5	1	402	19.6%
5	2	77	3.75%
5	3	7	0.34%
6	1	115	10.57%
6	2	5	0.46%
6	3	0	0.00%
7	1	132	10.42%
7	2	29	2.29%
7	3	26	2.05%



Medic Unit – Station Planning Zone Reliability

EMS Incidents – Medic Units

EMS incidents accounted for 73% of all incidents in 2024. Based on Fire Rescue's current deployment model, a more in-depth review of station planning zone reliability was conducted at the unit level to look for potential improvement opportunities to our current model.

This table compares how often Medic units from one SPZ responded to EMS incidents within and outside their SPZ. For clarification, Medic 1 responded to 56 EMS incidents in SPZ2, 7 in SPZ3, etc. Reliability is the percentage of time the Medic unit responded to an EMS incident within their SPZ.

	Medic							
SPZ	1	2	3	4	5	6	7	Reliability
1	953	153	8	5	3	82	51	80%
2	56	559	3	1	3	8	12	76%
3	7	5	482	6	96	48	8	62%
4	5	5	20	1,035	143	5	50	85%
5	13	4	199	146	1,135	26	51	80%
6	61	1	61	1	5	566	6	75%
7	102	12	13	30	34	20	645	78%

Engine - Station Planning Zone Reliability

EMS Incidents – Engines

This table compares how often Engines from one SPZ responded to EMS incidents within and outside their SPZ. For clarification, Engine 1 responded to 19 EMS incidents in SPZ2, 4 in SPZ3, etc. Reliability is the percentage of time the Engine responded to an EMS incident within their SPZ.

	Engine							
SPZ	1	2	3	4	5	6	7	Reliability
1	418	47	2	3	1	12	15	73%
2	19	176	1	0	2	3	3	78%
3	4	2	55	4	116	19	5	45%
4	0	0	4	361	49	2	6	79%
5	3	0	34	62	474	1	6	71%
6	28	1	22	1	2	32	3	45%
7	102	2	6	30	25	3	47	56%



EMS Incident Data

Primary Patient Impressions (Top 10)

Rank	Impression	Number of Occurrences
1	Generalized Weakness	494
2	Injury of Head	423
3	Syncope/Fainting	389
4	Shortness of Breath	238
5	Altered Mental Status	236
6	Abdominal Pain	235
7	Chest Pain	223
8	Injury of Hip	154
9	Laceration	153
10	Dizziness	148

Ambulance Turnaround Times

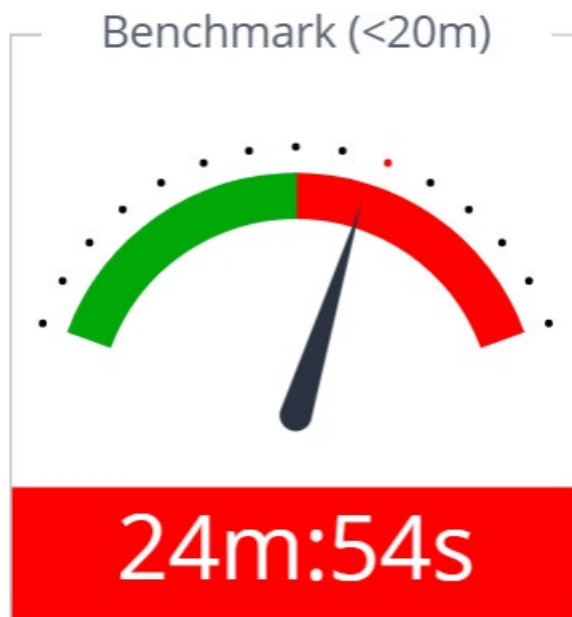
Arrival to Available status at Hilton Head Hospital.

2023	2024
29:05	27:44

EMS Performance Benchmarks

90th Percentile On Scene Time for Stroke

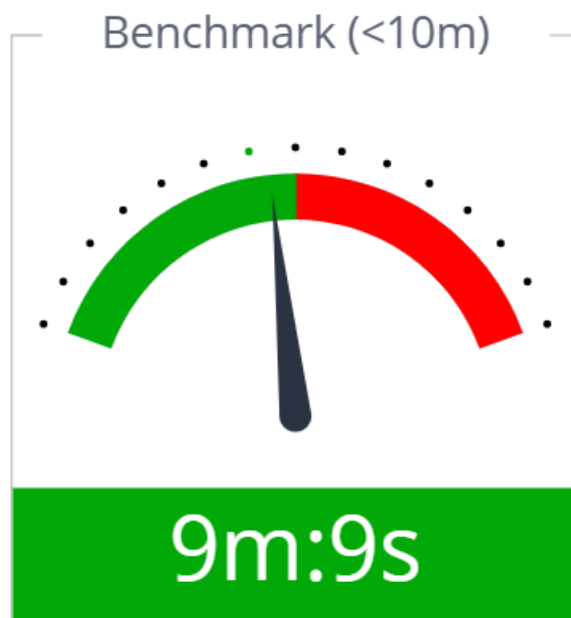
Time crews arrived “on scene” until “enroute to the hospital” for 2024.





90th Percentile With Patient to 12-Lead

Time crews were “at patient” to the documented time for the first 12 lead electrocardiogram (ECG) for 2024.



Critical Task Analysis

The percentage of time the identified number of needed personnel (identified in parentheses) was met or exceeded.

EMS

Risk (ERF)	% ERF is Met or Exceeded
Low (2)	99%
Moderate (4)	81%
Significant (7)	98%

FIRE

Risk (ERF)	% ERF is Met or Exceeded
Low (2)	99%
Moderate (3)	95%
Significant (14)	100%
Maximum (17)	93%



HAZMAT

Risk	% ERF is Met or Exceeded
Low (2)	100%
Moderate (9)	59%
Significant (14)	--

RESCUE

Risk	% ERF is Met or Exceeded
Low (2)	100%
Moderate (8)	88%
Significant (17)	--

90th Percentile Turnout Times – FIRE/HAZMAT/RESCUE

Benchmark – 02:30

Turnout time for emergent incidents by unit and shift compared to the benchmark. The highlighted numbers indicate the unit/shift with the fastest turnout time.

2024 (Emergent Responses Only)			
	A	B	C
B1	02:39	01:50	02:09
E1	02:41	02:50	02:33
E2	02:51	02:20	02:30
E3	03:05	02:43	02:22
E4	02:35	02:29	02:17
E5	02:01	02:24	02:36
E6	03:08	02:30	02:47
E7	02:50	02:42	02:34
T6	02:52	02:56	03:11
M1	02:20	02:30	02:11
M2	01:29	01:50	01:56
M3	02:24	01:47	01:55
M4	02:24	02:09	02:46
M5	02:03	02:48	02:10
M6	03:30	02:00	03:04
M7	02:03	03:08	02:40



90th Percentile Turnout Times – EMS

Benchmark – 01:45

Turnout time for emergent incidents by unit and shift compared to the benchmark. The highlighted numbers indicate the unit/shift with the fastest turnout time.

2024 (Emergent Responses Only)			
	A	B	C
B1	02:42	02:20	02:16
E1	02:30	02:27	02:37
E2	02:30	02:16	02:11
E3	02:44	02:40	02:05
E4	02:19	02:12	02:03
E5	02:06	02:12	02:16
E6	02:33	02:42	02:17
E7	03:10	02:33	02:09
T6	02:38	02:26	02:25
M1	02:05	02:04	02:02
M2	02:17	02:07	02:01
M3	02:19	02:12	02:04
M4	01:57	02:05	02:13
M5	01:54	02:09	01:45
M6	02:20	01:56	02:13
M7	02:12	02:05	02:33
M8	01:49	01:38	01:38



90th Percentile Times

Individual time breakdown for each response class and risk analyzing all four benchmarks for all three shifts combined. The n= at the bottom of each column indicates the number of incidents in the data set.

Low Risk Fire

(Low Risk) Fire Suppression – 90 th Percentile Times – Baseline Performance			Benchmark (Target)	2020-2024	2024	2023	2022	2021	2020
Alarm Handling	Pick-up to Dispatch	Urban	01:20	01:22	01:14	01:33	01:30	00:56	00:48
Turnout Time	Turnout Time 1 st Unit	Urban	02:30	02:48	02:29	02:37	02:52	02:56	03:03
Travel Time	Travel Time 1 st Unit Distribution	Urban	05:00	05:33	05:52	05:33	05:17	05:26	05:32
Total Response Time	Total Response Time 1 st Unit on Scene Distribution	Urban	08:50	09:04	08:38	08:36	08:59	08:28	08:46
				n=6417	n=1408	n=1238	n=1351	n=1096	n=1091



Moderate Risk Fire

(Moderate Risk) Fire Suppression – 90 th Percentile Times – Baseline Performance			Benchmark (Target)	2020-2024	2024	2023	2022	2021	2020
Alarm Handling	Pick-up to Dispatch	Urban	01:20	01:29	01:16	01:52	01:37	01:20	01:01
Turnout Time	Turnout Time 1 st Unit	Urban	02:30	02:44	02:17	02:20	02:50	03:05	02:54
Travel Time	Travel Time 1 st Unit Distribution	Urban	05:00	05:06	04:42	05:55	05:03	05:23	04:52
	Travel Time ERF Concentration	Urban	08:10	05:54	07:12	05:55	05:15	05:27	05:14
Total Response Time	Total Response Time 1 st Unit on Scene Distribution	Urban	08:50	08:29	07:12	09:24	08:03	08:39	08:30
				n=301	n=63	n=59	n=71	n=72	n=39
	Total Response Time ERF Concentration	Urban	12:00	08:52	10:13	09:10	08:36	08:21	08:31
				n=291	n=62	n=54	n=67	n=68	n=37



Significant Risk Fire

(Significant Risk) Fire Suppression – 90 th Percentile Times – Baseline Performance			Benchmark (Target)	2020-2024	2024	2023	2022	2021	2020
Alarm Handling	Pick-up to Dispatch	Urban	01:20	01:26	01:54	01:30	01:11	00:47	01:13
Turnout Time	Turnout Time 1 st Unit	Urban	02:30	02:45	02:25	02:24	02:51	03:17	02:42
Travel Time	Travel Time 1 st Unit Distribution	Urban	05:00	05:19	05:19	04:06	04:56	06:44	04:42
	Travel Time ERF Concentration	Urban	11:10	13:48	11:44	15:41	11:26	12:10	13:48
Total Response Time	Total Response Time 1 st Unit on Scene Distribution	Urban	08:50	09:15	09:49	08:28	08:33	09:44	09:15
	Total Response Time ERF Concentration	Urban	15:00	16:55	13:31	18:57	15:03	15:20	16:55
				n=65	n=10	n=15	n=14	n=9	n=17
				n=47	n=7	n=10	n=10	n=7	n=13



Maximum Risk Fire

(Maximum Risk) Fire Suppression – 90 th Percentile Times – Baseline Performance			Benchmark (Target)	2020-2024	2024	2023	2022	2021	2020
Alarm Handling	Pick-up to Dispatch	Urban	01:20	01:29	01:56	01:39	01:11	01:33	01:16
Turnout Time	Turnout Time 1 st Unit	Urban	02:30	02:52	02:52	02:46	03:04	02:45	02:37
Travel Time	Travel Time 1 st Unit Distribution	Urban	05:00	04:44	05:41	04:26	05:15	03:34	04:12
	Travel Time ERF Concentration	Urban	16:10	13:16	13:01	14:17	12:11	30:54	16:10
Total Response Time	Total Response Time 1 st Unit on Scene Distribution	Urban	08:50	08:06	08:06	09:03	08:15	07:03	08:06
	Total Response Time ERF Concentration	Urban	20:00	15:19	14:21	15:50	14:38	33:39	18:39
				n=80	n=15	n=16	n=21	n=13	n=14
				n=35	n=7	n=8	n=12	n=5	n=4



Low Risk EMS

(Low Risk) EMS – 90 th Percentile Times – Baseline Performance			Benchmark (Target)	2020-2024	2024	2023	2022	2021	2020
Alarm Handling	Pick-up to Dispatch	Urban	01:20	01:49	02:23	02:48	01:11	01:00	01:02
Turnout Time	Turnout Time 1 st Unit	Urban	01:45	02:24	01:58	02:06	02:24	02:33	02:33
Travel Time	Travel Time 1 st Unit Distribution	Urban	05:00	05:31	05:47	05:30	05:22	05:29	05:36
Total Response Time	Total Response Time 1 st Unit on Scene Distribution	Urban	08:05	08:43	09:03	09:23	08:10	08:28	08:52
				n=18335	n=2708	n=2683	n=4558	n=4578	n=3785



Moderate Risk EMS

(Moderate Risk) EMS – 90 th Percentile Times – Baseline Performance			Benchmark (Target)	2020-2024	2024	2023	2022	2021	2020
Alarm Handling	Pick-up to Dispatch	Urban	01:20	01:44	01:56	02:26	01:11	00:54	01:00
Turnout Time	Turnout Time 1 st Unit	Urban	01:45	02:18	02:00	02:03	02:24	02:29	02:34
Travel Time	Travel Time 1 st Unit Distribution	Urban	05:00	05:17	05:08	05:21	05:06	05:14	05:40
	Travel Time ERF Concentration	Urban	06:25	07:22	06:46	06:51	07:54	07:37	08:56
Total Response Time	Total Response Time 1 st Unit on Scene Distribution	Urban	08:05	08:19	07:58	08:50	07:51	08:05	08:53
				n=6746	n=1486	n=1475	n=1332	n=1295	n=1152
	Total Response Time ERF Concentration	Urban	09:30	10:15	09:09	09:58	10:29	10:33	12:06
				n=4534	n=1142	n=1113	n=980	n=827	n=474



Significant Risk EMS

(Significant Risk) EMS – 90 th Percentile Times – Baseline Performance			Benchmark (Target)	2020-2024	2024	2023	2022	2021	2020
Alarm Handling	Pick-up to Dispatch	Urban	01:20	01:08	01:24	02:01	01:03	00:50	00:54
Turnout Time	Turnout Time 1 st Unit	Urban	01:45	02:29	02:03	01:58	02:22	02:43	02:36
Travel Time	Travel Time 1 st Unit Distribution	Urban	05:00	04:40	05:04	04:47	04:55	04:35	04:09
	Travel Time ERF Concentration	Urban	08:55	09:52	10:49	08:39	08:39	08:59	09:46
Total Response Time	Total Response Time 1 st Unit on Scene Distribution	Urban	08:05	07:32	07:23	07:30	08:01	07:09	07:36
				n=566	n=84	n=85	n=112	n=96	n=189
	Total Response Time ERF Concentration	Urban	12:00	12:32	12:50	12:27	11:28	12:08	12:45
				n=408	n=61	n=58	n=81	n=65	n=135





TOWN OF HILTON HEAD ISLAND

Community Services and Public Safety Committee

TO: Community Services and Public Safety Committee
FROM: Shawn Colin, Assistant Town Manager of Strategic Initiatives
CC: Marc Orlando, Town Manager, ICMA-CM
Curtis Coltrane, Town Attorney
DATE: April 21, 2025
SUBJECT: Consideration of an Ordinance of the Town Council of the Town of Hilton Head Island to Amend Municipal Code Section 8-11-211(8) to Restrict Animals from an Area of the Town's Defined Beach near Fish Haul Creek

RECOMMENDATION:

Consideration of an Ordinance of the Town Council of the Town of Hilton Head Island to Amend Municipal Code Section 8-11-211(8) to Restrict Animals from an Area of the Town's Defined Beach near Fish Haul Creek

BACKGROUND:

The Town of Hilton Head Island has a longstanding policy of periodic nourishment and renourishment of its Atlantic Ocean beaches to maintain beach width, provide a stable recreational area, and protect the critical coastal flora and fauna. Since 1990, the Town has completed three major beach nourishment projects, and a fourth is scheduled for 2025 (the "2025 Project").

As part of the 2025 Project, the Town must obtain permits from the United States Army Corps of Engineers and the South Carolina Department of Environmental Services. These permits, which are essential to commence and complete the beach nourishment efforts, impose specific requirements, including the prohibition of dogs in certain areas of the beach year-round to prevent disturbances to shorebirds and other wildlife.

On February 4, 2025, the Town Council adopted a resolution authorizing the following:

1. The Town Manager is hereby authorized to execute and accept the permits issued by the United States Army Corps of Engineers and the South Carolina Department of Environmental Services.
2. The Town Manager is hereby authorized to take all actions as may be necessary to comply with any conditions set out in the permits issued by the United States Army Corps of Engineers and the South Carolina Department of Environmental Services.

3. The Town Manager is directed to bring forward a text amendment to Section 8-1-211 of the Municipal Code of the Town of Hilton Head Island for the purpose of implementing a year-round ban on dogs in areas along the outfall of Fish Haul Creek, as shown as the "Animal Prohibited Area" a copy of which is attached as Exhibit "A" to the Ordinance.

Currently, Hilton Head Island Code Section 8-1-211(8) regulates the presence of dogs on the beaches, specifying times and locations where dogs are allowed, as well as handling requirements. In order to comply with the conditions of the permits, an amendment to this section of the Code, as outlined below and in the attached Ordinance, is necessary to prohibit dogs from certain defined beach areas year-round. Text with underline is additions and text with strikethrough are deletions.

Sec. 8-2-211. Unlawful activities enumerated. Prohibited and Regulated Activities on the Beach.

~~8) — *Animals.* Except as provided herein, no person shall bring or allow any dog, or any other animal on the beach that is not at all times on a leash between the hours of 10:00 a.m. and 5:00 p.m. from April 1st through the Thursday before Memorial Day weekend and from the Tuesday after Labor Day weekend through September 30th. No person shall bring or allow any dog, or any other animal, on the beach between the hours of 10:00 a.m. and 5:00 p.m. from the Friday before Memorial Day weekend through the Monday of Labor Day weekend. No person shall bring or allow any dog or any other animal on the beach that is not on a leash or under positive voice control of the responsible person between 5:00 p.m. and 10:00 a.m. from April 1st through September 30th. No person shall bring or allow any dog or any other animal on the beach that is not on a leash or under positive voice control at any hour from October 1st through March 31st. Any violation of the provisions hereof may result in the owner of the animal being charged with a misdemeanor and the animal being seized by the appropriate animal control officer or law enforcement officer.~~

~~No person shall permit any excrement from any animal under that person's control to remain on the beach but shall dispose of same in a sanitary manner.~~

~~From April 1st through the Thursday before Memorial Day weekend and from the Tuesday after Labor Day weekend through September 30th of each year, dogs or any other animal, other than seeing-eye dogs, shall not be allowed in any designated swimming area unless on a leash and walking through the area between 10:00 a.m. and 5:00 p.m.~~

(8) Animals on the Beach.

- (a) Except in the Prohibited Areas described in Subsection (2) below, animals are allowed on the Beach only as stated below:
- (i) From October 1 through the following March 31, animals that are either on a leash or under the positive voice control of the person responsible for the animal are allowed on the Beach;
 - (ii) From April 1 through the Thursday before Memorial Day, animals that are leashed are allowed on the Beach between the hours of 10:00, A. M., and 5:00, P. M., and at all other times, animals, other than seeing-eye dogs are allowed on the Beach that are either on a leash or under the positive voice control of the person responsible for the animal;
 - (iii) From the Friday before Memorial Day weekend through the Monday of Labor Day weekend, animals are prohibited on the Beach between the hours of 10:00, A. M., and 5:00, P. M., and at all other times, animals are allowed on the Beach that are either on a leash or under the positive voice control of the person responsible for the animal;
 - (iv) From the Tuesday following Labor Day through October 31, animals that are leashed are allowed on the Beach between the hours of 1:00, A. M., and 5:00, P. M., and at all other times, animals are allowed on the Beach that are either on a leash or under the positive voice control of the person responsible for the animal.
- (b) Prohibited Areas.
- (i) Animal Prohibited Areas. No person shall bring or allow any dog or any other animal on the designated Animal Prohibited area of the Beach. Dogs and other animals are prohibited year-round at all times from entering or being brought into or on any Animal Prohibited Area. The boundaries of Animal Prohibited Areas shall be identified by signage stating, "Animals Prohibited Area".
 - (1) The area of the Beach shown and described on the drawing in Subsection (c) below is designated as an Animal Prohibited Area.
 - (2) The Town Manager is hereby authorized to take all actions as may be necessary to comply with the Hilton Head Island Code of Ordinances to designate the aforementioned area a Animal Prohibited Area, including the erection of the required signage.

(c) Map of Animal Prohibited Area.

- (d) Animal Excrement. No person who is responsible for an animal on the beach shall permit any excrement from the animal to remain on the beach, and that person shall immediately remove and dispose of the same in a sanitary manner.
- e) Penalty for Violation. Any owner or person responsible for an animal who violates any provision of this ordinance, shall, upon conviction, be subject to the penalty set out in § 1-5-10. In addition, the animal may be seized by the appropriate, code enforcement officers, animal control officer or law enforcement officer.

SUMMARY:

To move forward with the 2025 Beach Nourishment Project, the Town must secure the necessary permits from the United States Army Corps of Engineers and the South Carolina Department of Environmental Services. These permits require specific modifications to the Town's regulations on the presence of dogs on the beaches to protect shorebirds and other wildlife from disturbances.

The proposed amendment to Hilton Head Island Code Section 8-1-211(8) will prohibit dogs from certain beach areas year-round. This amendment is critical for compliance with the permitting requirements and for the protection of the natural environment during the upcoming beach nourishment project. The Town Council's approval of this amendment will ensure that the Town remains in compliance with state and federal regulations and continues to support the health and stability of its beach ecosystem.

ATTACHMENTS:

1. Attachment A - Ordinance to Amend Municipal Code Section 8-11-211(8)
 - a. Exhibit A - Illustration of Animal Prohibited Areas per Permit Requirements
2. Resolution Authorizing the Town Manager to sign the Permits Required to Execute the Beach Renourishment – Adopted on February 4, 2025.

**AN ORDINANCE OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA,
AMENDING HILTON HEAD ISLAND CODE, SECTION 8-1-211(8) TO PROHIBIT ANIMALS
FROM CERTAIN AREAS AND OTHER MATTERS RELATED THERETO**

WHEREAS, the Town of Hilton Head Island, South Carolina (the “Town”) has an adopted policy calling for the periodic nourishment and renourishment of the Atlantic Ocean Beaches on Hilton Head Island in order to maintain the width of the beaches, provide a stable natural area for recreation, and protect the beach critical area flora and fauna; and

WHEREAS, the Town has permitted and completed three major beach nourishment projects since 1990, and has scheduled the fourth major beach nourishment project to be permitted and completed in 2025 (the “2025 Project”);

WHEREAS, in order to commence and complete the 2025 Project, the Town must obtain permits from the United States Army Corps of Engineers and the South Carolina Department of Environmental Services; collectively hereinafter the “Permits”; and

WHEREAS, the Permits require that dogs and other animals be banned year-round from certain places along the beaches of Hilton Head Island due to the disturbance of shorebirds caused by the presence of dogs and other animals; and

WHEREAS, to comply with the Permits, § 8-1-211(8), *Municipal Code of the Town of Hilton Head Island, South Carolina* (1983), must be amended to prohibit dogs and other animals, year-round from certain areas along the beaches of Hilton Head Island to prevent disturbance of shorebirds; and

WHEREAS, other amendments to § 8-1-211(8), *Municipal Code of the Town of Hilton Head Island, South Carolina* (1983), to clarify the text; and,

WHEREAS, for the reasons stated above, the Town desires to amend § 8-1-211(8), *Municipal Code of the Town of Hilton Head Island, South Carolina* (1983) as shown on Exhibit “A” attached hereto and incorporated herein by reference, with added language illustrated with underline and deleted language illustrated with ~~strikethrough~~; and

WHEREAS, the Town Council for the Town of Hilton Head Island finds that the 2025 Beach Nourishment Project will benefit the Health, Safety and Welfare of the citizens, property owners and residents of the Town and also visitors to the Town, and it is also in the best interest of to amend § 8-1-211(8), *Municipal Code of the Town of Hilton Head Island, South Carolina* (1983), to comply with the Permits and to clarify the language.

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

1. *Amendment.* § 8-1-211(8), *Municipal Code of the Town of Hilton Head Island, South Carolina* (1983) is hereby amended as shown on Attachment A, with added language illustrated with underline and deleted language illustrated with ~~strikethrough~~.

ATTACHMENT 1

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.
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 _____, 2025.

THE TOWN OF HILTON HEAD ISLAND,
SOUTH CAROLINA

Alan R. Perry, Mayor

ATTEST:

Kimberly Gammon, Town Clerk

First Reading:
Second Reading:

APPROVED AS TO FORM:

Curtis L. Coltrane, Town Attorney

ATTACHMENT A

Title 8 – Beaches, Waterways, Recreational Areas, and Arts
Chapter 1 – Beaches
Article 2 – Prohibited and Regulated Activities

Sec. 8-2-211. ~~Unlawful activities enumerated.~~ Prohibited and Regulated Activities on the Beach.

8) ~~*Animals.* Except as provided herein, no person shall bring or allow any dog, or any other animal on the beach that is not at all times on a leash between the hours of 10:00 a.m. and 5:00 p.m. from April 1st through the Thursday before Memorial Day weekend and from the Tuesday after Labor Day weekend through September 30th. No person shall bring or allow any dog, or any other animal, on the beach between the hours of 10:00 a.m. and 5:00 p.m. from the Friday before Memorial Day weekend through the Monday of Labor Day weekend. No person shall bring or allow any dog or any other animal on the beach that is not on a leash or under positive voice control of the responsible person between 5:00 p.m. and 10:00 a.m. from April 1st through September 30th. No person shall bring or allow any dog or any other animal on the beach that is not on a leash or under positive voice control at any hour from October 1st through March 31st. Any violation of the provisions hereof may result in the owner of the animal being charged with a misdemeanor and the animal being seized by the appropriate animal control officer or law enforcement officer.~~

~~No person shall permit any excrement from any animal under that person's control to remain on the beach but shall dispose of same in a sanitary manner.~~

~~From April 1st through the Thursday before Memorial Day weekend and from the Tuesday after Labor Day weekend through September 30th of each year, dogs or any other animal, other than seeing-eye dogs, shall not be allowed in any designated swimming area unless on a leash and walking through the area between 10:00 a.m. and 5:00 p.m.~~

(8) Animals on the Beach.

- (a) Except in the Prohibited Areas described in Subsection (2) below, animals are allowed on the Beach only as stated below:
 - (i) From October 1 through the following March 31, animals that are either on a leash or under the positive voice control of the person responsible for the animal are allowed on the Beach;
 - (ii) From April 1 through the Thursday before Memorial Day, animals that are leashed are allowed on the Beach between the hours of 10:00, A. M., and 5:00, P. M., and at all other times, animals, other than seeing-eye dogs are allowed on the Beach that are either on a leash or under the positive voice control of the person responsible for the animal;
 - (iii) From the Friday before Memorial Day weekend through the Monday of Labor Day weekend, animals are prohibited on the Beach between the hours of 10:00, A. M., and 5:00, P. M., and at all other times, animals are allowed on the Beach that are either on a leash or under the positive voice control of the person responsible for the animal;
 - (iv) From the Tuesday following Labor Day through October 31, animals that are leashed are allowed on the Beach between the hours of 1:00, A. M., and 5:00, P. M., and at all other times, animals are allowed on the Beach that are either on a leash or under the positive voice control of the person responsible for the animal.
- (b) Prohibited Areas.

ATTACHMENT 1

- (i) Animal Prohibited Areas. No person shall bring or allow any dog or any other animal on the designated Animal Prohibited area of the Beach. Dogs and other animals are prohibited year-round at all times from entering or being brought into or on any Animal Prohibited Area. The boundaries of Animal Prohibited Areas shall be identified by signage stating, “Animals Prohibited Area”.

- (1) The area of the Beach shown and described on the drawing in Subsection (c) below is designated as an Animal Prohibited Area.
- (2) The Town Manager is hereby authorized to take all actions as may be necessary to comply with the Hilton Head Island Code of Ordinances to designate the aforementioned area a Animal Prohibited Area, including the erection of the required signage.

- (c) Map of Animal Prohibited Area.



- (d) Animal Excrement. No person who is responsible for an animal on the beach shall permit any excrement from the animal to remain on the beach, and that person shall immediately remove and dispose of the same in a sanitary manner.
- e) Penalty for Violation. Any owner or person responsible for an animal who violates any provision of this ordinance, shall, upon conviction, be subject to the penalty set out in § 1-5-10. In addition, the animal may be seized by the appropriate, code enforcement officers, animal control officer or law enforcement officer.

TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA

A RESOLUTION OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, AUTHORIZING THE TOWN MANAGER TO SIGN AND ACCEPT PERMITS ISSUED BY THE UNITED STATES ARMY CORPS OF ENGINEERS AND THE SOUTH CAROLINA DEPARTMENT OF ENVIRONMENTAL SERVICES FOR THE 2025 TOWN OF HILTON HEAD ISLAND BEACH NOURISHMENT PROJECT, AND TO TAKE SUCH ACTIONS ARE NECESSARY TO COMPLY WITH THE PERMITS AND TO BRING FORWARD AN AMENDMENT TO THE MUNICIPAL CODE TO COMPLY WITH A CONDITION OF THE PERMITS

WHEREAS, the Town of Hilton Head Island, South Carolina (the "Town"), has an adopted policy calling for the periodic nourishment and renourishment of the Atlantic Beaches on Hilton Head Island; and

WHEREAS, the Town has permitted and completed three major beach nourishment projects since 1990, and has scheduled the fourth major beach nourishment project to be permitted and completed in 2025; and

WHEREAS, the Town's beach nourishment projects have maintained the width of the beaches on Hilton Head Island, providing a stable natural area for recreation and for the protection of property; and

WHEREAS, the Town's beach nourishment projects have also promoted the formation of sand dunes which protect property and provide habitat for beach and beach critical area flora and fauna; and

WHEREAS, the Town must obtain permits from the United States Army Corps of Engineers and the South Carolina Department of Environmental Services in order to commence and complete the 2025 beach nourishment project; and

WHEREAS, the Town has applied for the needed permits to authorize the 2025 Beach Nourishment Project; and

WHEREAS, a requirement of the permits to be issued by the United States Army Corps of Engineers and the South Carolina Department of Environmental Services is that on receipt the Town Manager must sign and accept the permits; and,

WHEREAS, on acceptance of the permits to be issued by the United States Army Corps of Engineers and the South Carolina Department of Environmental Services the conditions of the permits must be satisfied; and

WHEREAS, the Town Council finds that timely acceptance of the permits to be issued by the United States Army Corps of Engineers and the South Carolina Department of Environmental Services and compliance with the conditions stated in them is essential to the timeline for the commencement and completion of the 2025 beach nourishment project; and

WHEREAS, the Town Council finds that the timely the commencement and completion of the 2025 beach nourishment project will promote the health, safety and welfare of the citizens, residents, visitors, and property owners in the Town, and is in the best interest of the citizens, residents, visitors, and property owners in the Town.

NOW THEREFORE, BE IT RESOLVED AND IT HEREBY IS RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA:

1. The Town Manager is hereby authorized to execute and accept the permits issued by the United States Army Corps of Engineers and the South Carolina Department of Environmental Services.
2. The Town Manager is hereby authorized to take all actions as may be necessary to comply with any conditions set out in the permits issued by the United States Army Corps of Engineers and the South Carolina Department of Environmental Services.

3. The Town Manager is directed to bring forward a text amendment to § 8-1-211, *Municipal Code of the Town of Hilton Head Island, South Carolina* (1983), for the purpose of implementing a year-round ban on dogs in areas along the outfall of Fish Haul Creek shown on the Illustration of Revised Restricted Beach Areas dated January, 2025, a copy of which is attached hereto as Exhibit "A".

MOVED, APPROVED AND ADOPTED BY THE TOWN COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, ON THIS 4TH DAY OF FEBRUARY, 2025.



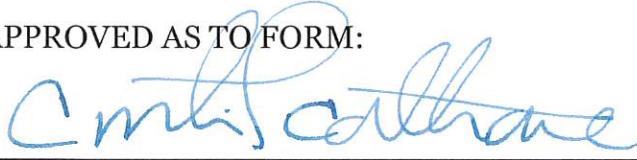
Alan R. Perry, Mayor

ATTEST:



Kimberly Gammon, Town Clerk

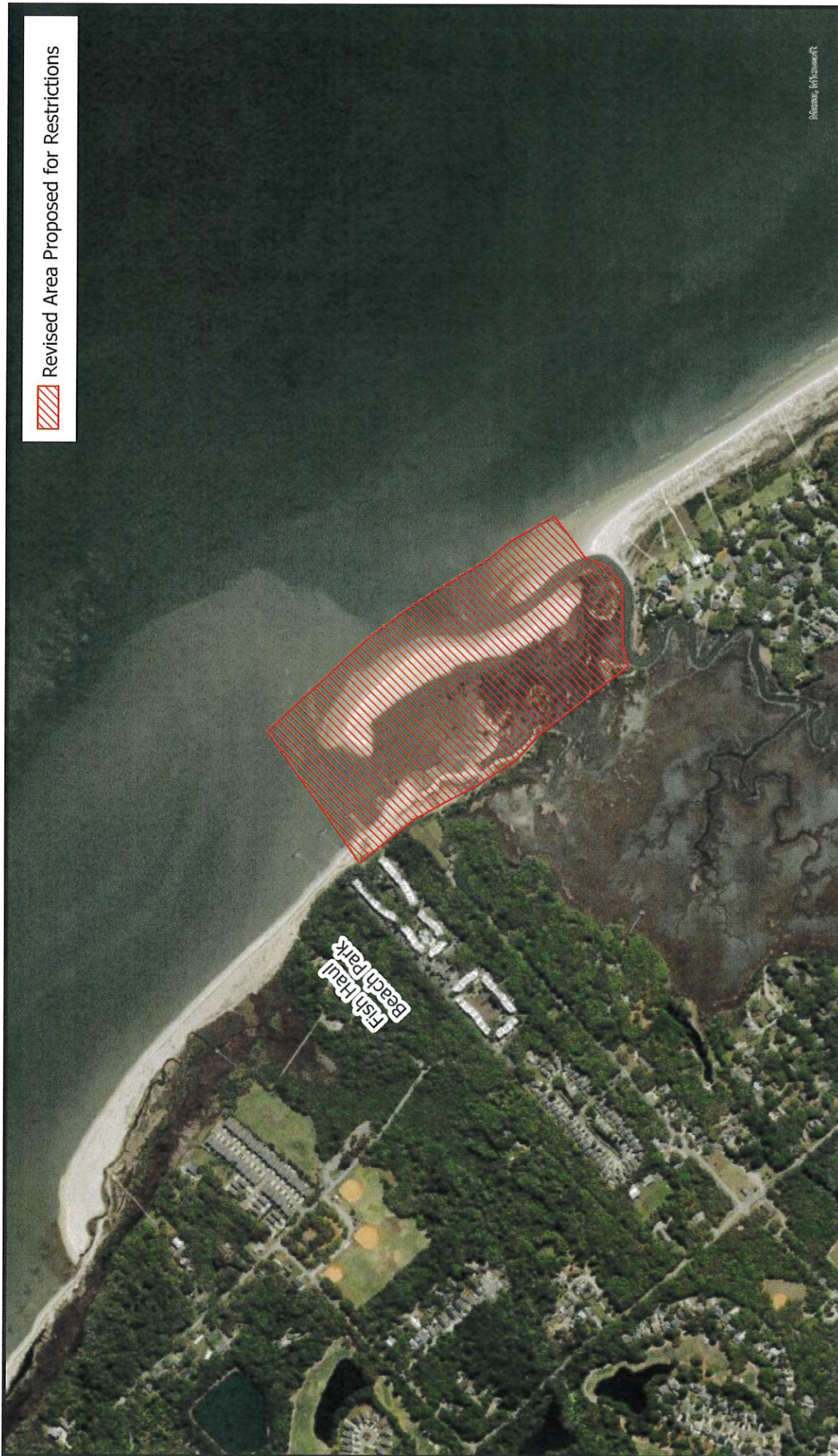
APPROVED AS TO FORM:



Curtis L. Coltrane, Town Attorney

**EXHIBIT A TO RESOLUTION AUTHORIZING SIGNING AND
ACCEPTANCE OF PERMITS FOR 2025 BEACH NOURISHMENT
PROJECT**

Revised Area Proposed for Restrictions



Town of Hilton Head Island
Beach Areas Restricted as a Condition of the Beach Renourishment Permit
January 2025



TOWN OF HILTON HEAD ISLAND
HILTON HEAD ISLAND, S.C. 29928
Phone: 843.724.1234 Fax: 843.724.1235
www.hiltonheadisland.com

0 1000 2000 Feet



Maple Mountain

This document is the property of the Town of Hilton Head Island. It is to be used for the purpose of the permit only and is not to be reproduced or distributed without the written consent of the Town of Hilton Head Island. The Town of Hilton Head Island is not responsible for any errors or omissions in this document.



TOWN OF HILTON HEAD ISLAND

Community Services and Public Safety Committee

TO: Community Services and Public Safety Committee
FROM: Missy Luick, Director of Planning
CC: Shawn Leininger, Assistant Town Manager
CC: Marc Orlando, Town Manager
DATE: April 21, 2025
SUBJECT: Consideration of an Ordinance of the Town of Hilton Head Island to Amend Title 16 of the Municipal Code, the Land Management Ordinance, to Amend Sections 16-3-104.G and 16-4-102.A.6 to Add Workforce Housing as a Permitted Conditional Use in the Moderate to High Density Residential (RM-12) District, to Amend Section 16-4-102.B.1 to Include Property Size and Location Requirements for Workforce Housing in RM-12, to Amend Section 16-4-105.A to Provide for a Workforce Housing Density Bonus and Impervious Surface Increase in RM-12, to Amend Section 16-4-105.B to Clarify Workforce Housing Agreement Requirements, and to Provide for Severability and an Effective Date

RECOMMENDATION:

Community Services and Public Safety Committee review and consider an Ordinance to Amend Title 16 of the Municipal Code of the Town of Hilton Head Island, the Land Management Ordinance, to amend Sections 16-3-104.G and 16-4-102.A.6 to add Workforce Housing as a Permitted Conditional Use in the Moderate to High Density Residential (RM-12) District, to amend Section 16-4-102.B.1 to include property size and location requirements for workforce housing in RM-12, to amend Section 16-4-105.A to provide for a workforce housing density bonus and impervious surface increase in RM-12, to amend Section 16-4-105.B to clarify workforce housing agreement requirements, and to provide for severability and an effective date, and forward a recommendation to Town Council.

The Planning Commission held a public hearing on March 19, 2025, and, after consideration of the criteria set forth in Section 16-2-103.B.3, voted unanimously to recommend that Town Council approve the proposed text amendment.

BACKGROUND:

Revitalize and Modernize the Economy is a focus area in the adopted Town Council 2023-2025 Strategic Action Plan. In fulfillment of this focus area, Strategy #1 Establish a Growth Management Strategy states the Town will:

“Successfully manage increasing and evolving future growth patterns in a manner that will ensure sustainability of Hilton Head Island’s unique character. Additionally, the Town must monitor economic and demographic trends, undertaking a comprehensive list of future planning activities, and proactively protecting the Island’s rich natural resources through appropriate design, regulation, and capital investment practices.”

In this regard, Town Council directed Town Staff to advance amendments to the Land Management Ordinance (LMO) in the 2024 Strategic Action Work Plan. The effort has been divided into two separate projects, the full LMO Overhaul and the priority amendments. The priority amendments include incremental changes to both the LMO and portions of the Municipal Code related to land management that address important and urgent issues in advance of the full LMO Overhaul. These priority amendments address pressing community development issues with the best short-term solution while minimizing unintended outcomes. Issues that require additional analysis and research or are more complex are recommended to be further explored during the full LMO Overhaul.

At the September 16, 2024, Town Council Workshop, Town staff received the following comments and direction regarding this proposed amendment to the Moderate to High-Density Residential (RM-12) district and workforce housing regulations.

1. Allow workforce housing in the RM-12 District.
2. Allow 25% density bonus for up to 15 dwelling units per acre.
3. Allow an impervious cover increase with the understanding that staff will continue to study this; a maximum of 50% was discussed at the workshop.
4. Require location on a major arterial.
5. Require a minimum lot size (5 acres).

On January 15, 2025, the Planning Commission introduced the Workforce Housing Density Bonus Priority Amendment. During the meeting, Town staff made a presentation to the Planning Commission and, at the request of the Planning Commission, provided clarification on the following items:

1. Clarified short-term rentals are not allowed in the workforce housing program, including the proposed density bonus for the RM-12 zoning district.
2. Analyzed the impervious coverage increase from 35% to 45%. Provided a table of impervious coverage allowances throughout the LMO and identified best practices across South Carolina for multifamily districts.
3. Provided a map of all RM-12 properties that meet the criteria for this density bonus program.

The Planning Commission held a public hearing on March 19, 2025, and voted unanimously to recommend approval to Town Council.

SUMMARY OF AMENDMENT:

On June 18, 2024, the Town Council authorized the Town Manager to execute the Northpoint Workforce Housing Development Agreement. As outlined in the Development Agreement, the Town is responsible for preparing and processing an application for a zoning map and text amendment that will allow the necessary use, density, and development standards to support the creation of a sustainable and energy-efficient workforce housing neighborhood at Northpoint.

The development is planned for 11 acres of Town-owned property strategically located on William Hilton Parkway near the Cross Island Parkway and key community amenities, including Hilton Head Island schools, the Island Recreation Center, and the Boys and Girls Club. The public-private partnership and workforce housing initiative aligns with the Town's 2023-2025 Strategic Plan, specifically Strategy #2 (Workforce Housing Framework).

As part of this effort, the Town intends to rezone the subject property to the RM-12 District and concurrently amend the LMO to allow workforce housing in the RM-12 District. The LMO will also include incentives for increasing the number of workforce housing units. Additionally, project qualification standards are proposed to ensure that developments processed under this new provision will be at least five acres in size and located on a major arterial street. The proposed LMO amendments and rezoning are proposed to accommodate the project's scope and expand workforce housing opportunities.

The priority amendment and rezoning are integral to the Northpoint Workforce Housing Development Agreement, which is dedicated to advancing the Workforce Housing Framework on Hilton Head Island. Workforce affordability is central to the project's mission, which serves households earning between 60% and 150% of the Area Median Income (AMI), with at least half of the units reserved for those earning between 60% and 80% AMI. Affordability covenants will be recorded to preserve long-term access to workforce housing. The development will feature approximately 160 rental units, offering a mix of one-, two-, and three-bedroom apartments. None of these units will be allowed to operate as short-term rentals due to the Workforce Housing (WFH) Program requiring rental units not to be occupied for a period less than 90 days (section 16-4-105.B.4.c).

ANALYSIS:

Proposed Amendments:

The following table demonstrates how the proposed amendments address the identified issues.

Issue	Proposed Amendment
Allow workforce housing in the RM-12 District	Sec.16-3-104. Residential Base Zoning Districts G. Moderate to High Density Residential District (RM-12) District Workforce Housing added as “PC,” permitted with use-specific conditions.
Require a minimum lot size (5 acres). Require location on a major arterial.	Sec.16-4-102. Principal Uses B. Use-Specific Conditions for Principal Uses 1. Residential Uses d. Workforce Housing x. Workforce housing use in the RM-12 District shall comply with the following conditions: a. The property shall be a minimum of 5 acres. b. The property shall be located on a major arterial in accordance with Sec. 16-5-105.B, Street Hierarchy.
Allow 25% density bonus, up to 15 dwelling units per acre. Allow an impervious cover increase from 35 to 45%.	Sec. 16-4-105. Workforce Housing (WFH) Program A. Workforce Housing Density All Units: 3. In the RM-12 District: If at least 50% of all units within the development are workforce housing units, the following is permitted: a. A density bonus up to 25% above the base residential density standards, up to 15 dwelling units per acre. b. A maximum impervious coverage of 45%.

In addition to the review criteria in LMO Sec. 16-2-103.B.3, Ordinance Text Amendment Review Standards, which is covered below, staff also reviewed the questions and concerns expressed by the Planning Commission and Town Council during the review process. The following analysis addresses those considerations.

Comparative Research:

Comparative research on maximum impervious lot coverage requirements was compiled for multi-family development in other municipalities in the State of South Carolina, including the City of Charleston, Charleston County, Beaufort County, Town of

Bluffton, Kiawah Island, Georgetown County, and Surfside Beach. This information is presented in the following table.

Municipality	Max. Impervious Cover Multifamily	Other Related Requirements
City of Charleston	50% "lot occupancy," which is <i>building coverage</i> (impervious not regulated)	Height range: 35'-55' Density: Ranges from very low to 26 units/acre to unlimited in some places
Charleston County	50%	Height: 50' Density: 16 units/acre
Beaufort County	50-80%	Height: 3 stories Density: 12 units/acre
Town of Bluffton	70-80%	Height: 4 stories No maximum density
Kiawah Island	60-70%	Height 40' Density: 12 units/acre
Georgetown County	50%	Height: 35' Density: 12 units/acre
Surfside Beach	50%	Height: 55' Density: varies depending on building type and height (high density)
Percentages are based on zoning districts that permit multifamily as a use in that district.		

A comparison of the maximum impervious coverage allowable per the Town of Hilton Head Island Zoning Districts has been provided in the table below and ranges from 35% to 65%. However, lot coverage is unlimited in the Coligny Resort District.

Zoning Districts		Max. Impervious Cover
CONSERVATION AND RECREATION DISTRICTS		
Conservation District	CON	n/a
Parks and Recreation District	PR	45%
RESIDENTIAL DISTRICTS		
Residential Single-Family-3 District	RSF-3	35%*
Residential Single-Family-5 District	RSF-5	35%*
Residential Single-Family-6 District	RSF-6	35%*
Low to Moderate Density Residential District	RM-4	35%*
Moderate Density Residential District	RM-8	35%*
Moderate to High Density Residential District	RM-12	35%*
MIXED-USE AND BUSINESS DISTRICTS		
Coligny Resort District	CR	Unlimited

Community Commercial District	CC	60%
Light Commercial District	LC	60%
Light Industrial District	IL	65%**
Main Street District	MS	60%
Marshfront District	MF	60%
Medical District	MED	60%
Mitchelville District	MV	50%
Neighborhood Commercial District	NC	45%
Planned Development Mixed Use District	PD-1	1) Max. Impervious Cover in areas without Restricted Access and Open to the Public- 40% Residential and 65% Nonresidential. 2) Max Impervious Cover in Areas with Restricted Access - Shall not cause overall impervious cover for the PUD in that PD-1 District to exceed 45%
Resort Development District	RD	50%
Sea Pines Circle District	SPC	60%
Stoney District	S	50%
Waterfront Mixed-Use District	WMU	50%
* Except Single-Family ** In the IL District the Max Impervious Cover is reduced to 55% for self-service storage.		

Observations from Comparative Research:

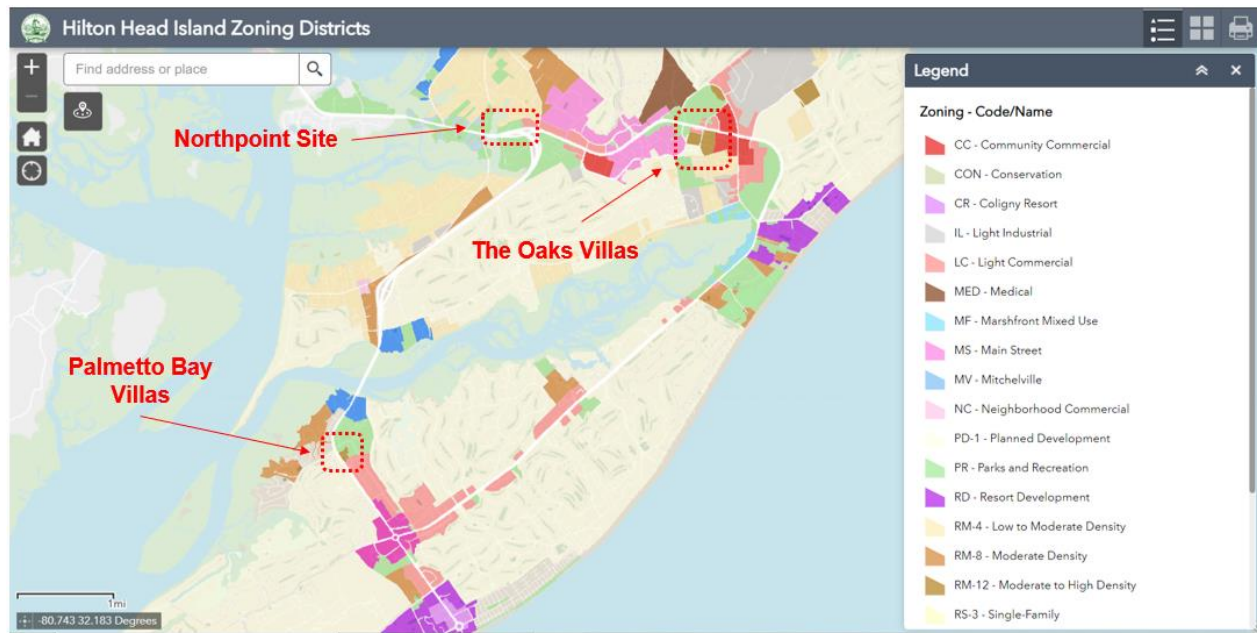
While still allowing and promoting development in keeping with neighborhood character, other coastal communities allow multi-family development with densities of 12-16 units per acre. In these cases, maximum impervious lot coverage typically ranges between 50% and 80%.

The S.C. Sea Grant Consortium notes the limitation of impervious cover as a strategy for Low Impact Development (LID). In their literature, they reference examples of maximum lot coverages required by Pawley's Island and Sullivan's Island and mention these communities as incorporating LID best practices (40-50%). The proposed maximum lot coverage for workforce housing as part of the RM-12 amendments falls within this range.

Eligible Properties

The proposed amendments balance flexibility density and development standards with design and development priorities, such as maintaining open space, ensuring neighborhood scale, preserving trees, and mitigating the impact of impervious lot coverage. The development pattern and standards proposed as part of the amendments to the RM-12 District are limited and reasonable in applicability and scope.

In addition, to supporting the Northpoint development, below is a map depicting Hilton Head Island properties that could be eligible for the RM-12 Workforce Housing Density Bonus program and a table with specific details pertaining to the sites.



Development	Acreage	Current Density	Entitled Density	Entitled Density with Proposed Incentives	Impervious Coverage	Height	Number of Parking Spaces
Palmetto Bay Villas	5.5 acres*	11 DUs per net acre (60 DUs)	66 DUs	82 DUs	±45%**	±35 ft.**	104
The Oaks Villas	10.3 acres	11 DUs per net acre (114 DUs)	123 DUs	154 DUs	±50%**	±35 ft.**	229

* The parcels in this development are currently subdivided and would need to be combined to be eligible for the incentives that are being proposed as part of this Text Amendment.

** These calculations are approximate and are based on data pulled from GIS.

Nonconformities

This amendment will apply to new development and will not create nonconformities.

Text Amendment Review Standards

Section 16-2-103.B.3 of the LMO provides standards for the review of Text Amendments and states the following:

“In determining whether to recommend that Town Council adopt or deny the proposed text amendment, the Planning Commission may weigh the relevance of and consider whether and the extent to which the proposed Text Amendment:

- a. Is in accordance with the Comprehensive Plan;
- b. Is required by changed conditions;
- c. Addresses a demonstrated community need;
- d. Is consistent with the purpose and intent of the zoning districts in this Ordinance, or would improve compatibility among uses and ensure efficient development within the Town;
- e. Would result in a logical and orderly development pattern; and
- f. Would not result in significantly adverse impacts on the natural environment, including but not limited to water, air, noise, stormwater management, wildlife, vegetation, wetlands, and the natural functioning of the environment.”

The proposed text amendment aligns with the review criteria, as it:

1. Supports economic growth and housing goals of the Comprehensive Plan;
2. Responds to changing conditions by calibrating development requirements with strategic objectives;
3. Addresses a demonstrated housing need;
4. Upholds the intent of zoning regulations by allowing reasonable but limited increases in density and impervious surface area when achieving Town goals;
5. Ensures higher-density workforce housing developments in RM-12 are located in appropriate locations along major arterial roads on properties large enough to accommodate residential growth; and
6. Considers best practices in coastal communities, and the impact of residential density increases.

COMMUNITY SERVICES AND PUBLIC SAFETY COMMITTEE ACTION:

The Community Services and Public Safety Committee’s recommendation shall be based on the standards in Sec. 16-2-103.B.3, Ordinance Text Amendment Review Standards.

The Committee has the following options when considering this agenda item. These include:

1. Recommend approval to Town Council.
2. Recommend denial to Town Council.
3. Recommend approval with conditions to Town Council.

ATTACHMENTS:

1. Ordinance
2. Text Amendment

AN ORDINANCE OF THE TOWN OF HILTON HEAD ISLAND

ORDINANCE NO.: 2025-_____

AN ORDINANCE OF THE TOWN OF HILTON HEAD ISLAND TO AMEND TITLE 16 OF THE MUNICIPAL CODE, THE LAND MANAGEMENT ORDINANCE, TO AMEND SECTIONS 16-3-104.G AND 16-4-102.A.6 TO ADD WORKFORCE HOUSING AS A PERMITTED CONDITIONAL USE IN THE MODERATE TO HIGH DENSITY RESIDENTIAL (RM-12) DISTRICT, TO AMEND SECTION 16-4-102.B.1 TO INCLUDE PROPERTY SIZE AND LOCATION REQUIREMENTS FOR WORKFORCE HOUSING IN RM-12, TO AMEND SECTION 16-4-105.A TO PROVIDE FOR A WORKFORCE HOUSING DENSITY BONUS AND IMPERVIOUS SURFACE INCREASE IN RM-12, TO AMEND SECTION 16-4-105.B TO CLARIFY WORKFORCE HOUSING AGREEMENT REQUIREMENTS, AND TO PROVIDE FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the Town Council for the Town of Hilton Head Island, South Carolina, has identified a continued need for the adoption of LMO Amendments to address needs and issues in the Town as such arise; and,

WHEREAS, the Town Council finds that an amendment to the Land Management Ordinance is needed to permit workforce housing as a conditional use in the Moderate to High Density Residential (RM-12) District in qualifying locations, provide for a workforce housing density bonus and an increase of impervious surface coverage, and clarify workforce housing agreement requirements; and,

WHEREAS, on March 19, 2025, the Planning Commission held a Public Hearing to consider the proposed amendments to permit workforce housing as a conditional use in the Moderate to High Density Residential (RM-12) District in qualifying locations, provide for a workforce housing density bonus and an increase of impervious surface coverage, and clarify workforce housing agreement requirements, and the public had an opportunity to comment on the proposed amendments, and the Planning Commission voted unanimously to recommend adoption of the amendments to workforce housing; and,

WHEREAS, on April 21, 2025, the Community Services & Public Safety Committee voted ____ to recommend adoption of the amendments to permit workforce housing as a conditional use in the Moderate to High Density Residential (RM-12) District in qualifying locations, provide for a workforce housing density bonus and an increase of impervious surface coverage, and clarify workforce housing agreement requirements; and,

WHEREAS, the Town Council finds it is in the best interest of the Town and the health, safety, and welfare of its citizens, residents, and visitors to amend the Land Management Ordinance by amending these provisions.

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

Section 1. Amendment. That 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 a ~~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 _____, 2025.

THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA

Alan R. Perry, Mayor

ATTEST:

Kimberly Gammon, Town Clerk

First Reading:

Second Reading:

APPROVED AS TO FORM:

Curtis L. Coltrane, Town Attorney

Introduced by Council Member:_____

Chapter 16-3: Zoning Districts

Sec.16-3-104. Residential Base Zoning Districts

G. Moderate to High Density Residential District (RM-12) District

RM-12

Moderate to High Density Residential District

1. Purpose

The purpose of the Moderate to High Density Residential (RM-12) District is to allow higher **density** residential **uses** in locations which are served by adequate infrastructure, while maintaining the character of these areas and **neighborhoods** at **densities** up to twelve units per **net acre**. This district is used to encourage a variety of residential opportunities, including **multifamily** residential units, **single-family** residences, and **group living**. The regulations of this district are intended to discourage **development** that would substantially interfere with, or be detrimental to, moderate to high density residential character.

2. Allowable Principal Uses

USE CLASSIFICATION/TYPE		USE-SPECIFIC CONDITIONS	MINIMUM NUMBER OF OFF-STREET PARKING SPACES	
Residential Uses				
Family Compound	PC	Sec. 16-4-102.B.1.e	2 per du	
Family Subdivision	PC	Sec. 16-4-102.B.1.f	2 per du	
Group Living	P		1 per 3 rooms	
Multifamily	P		1 bedroom	1.4 per du
			2 bedroom	1.7 per du
			3 or more bedrooms	2 per du
Recreational Vehicle	PC	16-4-102.B.1.c	1 per Recreational Vehicle	
Single-Family	P		2 per du + 1 per 1,250 GFA over 4,000 GFA	
Workforce Housing	PC	Sec. 16-4-102.B.1.d	See Sec. 16-5-107.D.2	
Public, Civic, Institutional, and Educational Uses				
Community Service Uses	P		1 per 400 GFA	
Government Uses	PC	Sec. 16-4-102.B.2.d	Fire Stations	4 per bay + 1 per 200 GFA of office area
			Other	1 per 200 GFA of office area
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	
Other Uses				

Agriculture Uses		P		Stables or Riding Academies	1 per 5 stalls
				Other	n/a
3. Development Form Standards					
MAX. DENSITY (PERNET ACRE) ^{1, 2}			LOT COVERAGE		
Residential ²	12 du		Max. <i>Impervious Cover</i> for All <i>Development</i> Except <i>Single-Family</i>		35%
Nonresidential	6,000 GFA				
MAX. BUILDING HEIGHT			Min. <i>Open Space</i> for Major Residential <i>Subdivisions</i>		16%
All <i>Development</i>	45 ft				
USE AND OTHER DEVELOPMENT STANDARDS					
See Chapter 16-4: Use Standards, Chapter 16-5: Development and Design Standards, and Chapter 16-6: Natural Resource Protection.					
TABLE NOTES:					
P = Permitted by Right; PC = Permitted Subject to Use-Specific Conditions; SE = Allowed as a Special Exception; du = <i>dwelling units</i> ; sf = square feet; GFA = <i>gross floor area</i> in square feet; ft = feet; n/a = not applicable					
1. Each adjacent parcel abutting the Town right-of-way acquired under the Town's Dirt Road Paving Program shall be permitted to develop to its full density potential based on the size of the parcel prior to the establishment of the Town right-of-way. See Section 16-5-105.D for additional details.					
2. Density for <i>development</i> that includes Workforce Housing shall be determined based on Sec. 16-4-105.A.					

(Revised 9-17-2019 - Ordinance 2019-20; revised 11-18-2020 - Ordinance 2020-27; revised 7-20-2021 - Ordinance 2021-15; revised 3-7-2023 - Ordinance 2023-04)

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 CLASSIFI CATION/ USE TYPE	SPECI AL DISTR ICTS		RESIDENTIAL DISTRICTS						MIXED-USE AND BUSINESS DISTRICTS												USE- SPECI FIC COND ITION S
	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	
RESIDENTIAL USES																					
Family Compound						P C	P C	P C				P C	P C	P C	P C	P C	P C	P C	P C		Sec. 16-4- 102.B .1.e
Family Subdivision						P C	P C	P C				P C	P C	P C	P C	P C	P C	P C	P C		Sec. 16-4- 102.B .1.f
Group Living						P	P	P				P						P		P	
Mixed-Use									P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C		Sec. 16-4- 102.B .1.a
Multifamily						P	P	P	P C	P	P C	P	P	P	P	P	P	P	P		Sec. 16-4- 102.B .1.b

Recreational Vehicle						P C	P C	P C					P C	P C	P C	P C	P C				
Recreation Vehicle (RV) Parks																	P				Sec. 16-4-102.B .1.c
Single-Family			P	P	P	P	P	P					P	P	P	P	P	P			
Workforce Housing						P C		<u>P</u> <u>C</u>		P C	P C	P C	P C	P C		P C		P C			Sec 16-4-102.B .1.d
Islander Mixed-Use										P C											Sec. 16-4-102.B .1.g
PUBLIC, CIVIC, INSTITUTIONAL, AND EDUCATIONAL USES																					
Aviation and Surface Transportation Uses																			P C		Sec. 16-4-102.B .2.a
Aviation Services Uses																			P C		Sec. 16-4-102.B .2.b
Cemeteries		P				P							P			P	P				
Community Service Uses		P				P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Sec. 16-4-102.B .2.c
Education Uses						P			P	P	P	P					P		P		
Government Uses		P C	P C	P C	P C	P C	P C	P C	P	P	P	P		P	P		P	P	P	P	Sec. 16-4-102.B .2.d
Major Utilities		S E	S E	S E	S E	S E	S E	S E	S E	S E	S E	S E	S E	S E	S E	S E	S E	S E	S E	P	
Minor Utilities		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	

Public Parks		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P		
Religious Institutions		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Telecommunication Antenna, Collocated or Building Mounted		P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	Sec. 16-4-102.B .2.e
Telecommunication Towers, Monopole		P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	Sec. 16-4-102.B .2.e
HEALTH SERVICES																						
Hospitals																				P		
Nursing Homes																				P		
Other Health Services										P	P	P					P	P		P		
RESORT ACCOMMODATIONS																						
Bed and Breakfasts						P C			P C			P C	P C	P C	P C	P C			P C			Sec. 16-4-102.B .4.a
Hotels									P C			P	P	P C		P		P	P			Sec. 16-4-102.B .4.b
Interval Occupancy									P				P			P			P			
COMMERCIAL RECREATION USES																						
Indoor Commercial Recreation Uses									P	P	P	P	P	P C	P	P		P	P			Sec. 16-4-102.B .5.a

Outdoor Commercial Recreation Uses Other than Water Parks										SE					SE			SE		SE	SE				Sec. 16-4-102.B .5.b
Water Parks										P					P			P			P				
OFFICE USES																									
Contractor's Office										PC	PC	PC	PC	PC	PC	PC	PC	PC	PC	PC	PC		P		Sec. 16-4-102.B .6.a
Other Office Uses										P	P	P	P	P	P	P	P	P	P	P	P	P	P		

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	
COMMERCIAL SERVICES																						
Adult entertainment uses										SE												Sec. 16-4-102.B. 7.a
Animal Services										P C	P C			P C				P C			P C	Sec. 16-4-102.B. 7.b
Bicycle Shops									P C	P C	P C	P C	P C	P C	P C	P C		P C	P C			Sec. 16-4-

									P	C	P	C	P	C	P	C	P	C	P	C	P	C	Sec. 16-4- 102.B. 7.c
Convenience Stores						P C			P C	P C	P C		P C	P C	P C	P C	P C	P C			P C		Sec. 16-4- 102.B. 7.d
Eating Establishments								P C	P C	P C	P C	P C	P C	P C	P C	P C	P C			P C		P C	Sec. 16-4- 102.B. 7.e
Grocery Stores								P	P	P	P		P					P					
Landscape Businesses													P C					P C			P		Sec. 16-4- 102.B. 7.f
Liquor Stores								S E	S E	S E	S E	S E	S E	S E	S E	S E	S E	S E	S E				Sec. 16-4- 102.B. 7.g
Nightclubs or Bars								P C	P C	P C		P C	P C	P C	P C		P C	P C					Sec. 16-4- 102.B. 7.h
Open Air Sales		P C				P C		P C	P C		P C	P C	P C	P C	P C	P C	P C	P C	P				Sec. 16-4- 102.B. 7.i
Shopping Centers								P C	P C	P C	P C		P C	P C			P C						Sec. 16-4- 102.B. 7.j
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	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		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			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	

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	
Watercraft Sales, Rentals, or Services													P C	P		P C		P C			P	Sec. 16-4-102.B.8.e

INDUSTRIAL USES																				
Grinding																			SE	Sec. 16-4-102.B. 9.a
Light Industrial, Manufacturing, and Warehouse Uses																	PC		P	Sec. 16-4-102.B. 9.a
Seafood Processing Facilities												PC	PC		PC					Sec. 16-4-102.B. 9.b
Self-Service Storage										PC							PC		PC	Sec. 16-4-102.B. 9.c
Waste-Related Services Other than Waste Treatment Plants																			P	
Waste Treatment Plants																	SE			
Wholesale Sales																	P		P	
OTHER USES																				
Agriculture Uses		P	P	P	P	P	P	P					P	P	P	P	P			
Boat Ramps,	PC	P	PC	PC		PC	PC					P			P					Sec. 16-4-

of the travel lane of the street providing the shortest route to the minor arterial.

- e. Lots within an existing legally platted and developed single family subdivision, including open space are not eligible to participate in the WFH Program.
- f. Properties developed with a non-single family residential use that is permanent in nature are not eligible to participate in the WFH Program.
- x. Workforce housing use in the RM-12 District shall comply with the following conditions:
 - a. The property shall be a minimum of 5 acres.
 - b. The property shall be located on a major arterial in accordance with Sec. 16-5-105.B, Street Hierarchy.

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

Sec. 16-4-105. Workforce Housing (WFH) Program

A. Workforce Housing Density All Units:

1. Commercial conversion projects that include at least 20% workforce housing units will be eligible for incentives as described in Sec. 16-10-102B.1, including:
 - a. A reduction in minimum unit sizes by 30% and;
 - b. Up to 50% of the units in the development may be micro-efficiency and/or studio units.
2. In the RM-4 District:
 - a. A density bonus up to 100% above the base residential density standards is permitted if 50% of all units within the development are workforce housing units.
 - b. A density bonus up to 50% above the base residential density standards is permitted if 25% of all units within the development are workforce housing units.
 - c. The maximum density permitted in any workforce housing development is 12 units per acre.
3. In the RM-12 District: If at least 50% of all units within the development are workforce housing units, the following is permitted:
 - a. A density bonus up to 25% above the base residential density standards.
 - b. A maximum impervious coverage of 45%.

(Revised 2-16-2021 - Ordinance 2021-02)

B. Standards for Workforce Housing Units

All Units:

1. For development that contains both market-rate and workforce housing units, the workforce units shall be mixed with, and not clustered together or segregated in any way from, market-rate units. If the development contains a phasing plan, the phasing plan shall provide for the development of workforce units concurrently with the market-rate units.
2. The workforce housing units shall include a range of unit sizes, based on the number of bedrooms, which are comparable to units in the overall development.

-
3. The exterior appearance of workforce housing units must be compatible and comparable with the rest of the units in the development by providing similar architectural style and similar exterior building materials, finishes, and quality of construction.
 4. Prior to the issuance of a building permit for any units in a workforce housing development, the applicant shall execute any and all documents required by the Town, including, without limitation, restrictive covenants, deed restrictions, and related instruments to ensure affordability of workforce housing units in accordance with this Section.

Owner-occupied Units:

1. Developers shall enter into a Workforce Housing Agreement, or similar agreement approved by Town Council, with the Town of Hilton Head Island, or its designee. Following execution of the agreement by all parties, the completed Workforce Housing Agreement, or memorandum thereof, shall be recorded and the conditions therefrom filed and recorded on the parcel or parcels designated for the construction of workforce housing units. The Workforce Housing Agreement shall be binding to all future owners and successors in interest. The agreement shall be in a form reviewed and approved by the Administrator.
 - a. The agreement, at a minimum, shall establish the number of workforce housing units including their square footage, number of bedrooms, and location within the development. The agreement will also include terms and conditions of affordability, resale provisions, and other standards as set forth in Sec. 16-4-105.
 - b. Owner-occupied workforce housing units that are provided under Sec. 16-4-105 are subject to a Workforce Housing Agreement and shall remain as workforce housing for a minimum of 30 years from the date of initial certificate of occupancy.
 - c. A certificate of occupancy will not be issued until complete certified and recorded copies of the Workforce Housing Agreement have been provided to the Town.
2. Restrictive covenants for workforce housing units subject to the provisions of Sec. 16-4-105 shall be filed that require compliance with the following:
 - a. Owner-occupied workforce housing units shall only be sold to households earning 80 to 100% of the most recently published HUD area median income (AMI) for Beaufort County.
 - b. Owner-occupied workforce housing units shall remain in the WFH Program for a minimum of 30 years from the date of the initial certificate of occupancy.
 - c. Prior to the sale of an owner-occupied workforce housing unit, the Town, or its designee, shall be notified of the owner's intent to place the unit for sale and a Certificate of Eligibility (COE) shall be submitted by the potential buyer.
 - d. The workforce housing unit may be subject to a homeowners association (HOA). HOA dues for workforce housing units shall be a maximum of 75% of the HOA dues owed by market-rate unit owners.

Rental Units:

1. The Town will not issue a certificate of occupancy for any building that contains both market-rate and workforce housing rental units unless the development has complied with the workforce housing provisions as outlined in this Section.
2. The designation of a rental workforce housing unit is not required to stay with the same unit over the 30 year affordability period so long as the minimum number and type of workforce units are provided within the development.
3. Developers shall enter into a Workforce Housing Agreement, or similar agreement approved by Town Council, with the Town of Hilton Head Island, or its designee. Following execution of the agreement by

all parties, the completed Workforce Housing Agreement, or memorandum thereof, shall be recorded and the conditions there from filed and recorded on the parcel or parcels designated for the construction of workforce housing units. The Workforce Housing Agreement shall be binding to all future owners and successors in interest. The agreement shall be in a form reviewed and approved by the Administrator.

- a. The agreement, at a minimum, shall establish the number of workforce housing units including their square footage, number of bedrooms, and location within the development. The agreement will also include terms and conditions of affordability, rental rate provisions, and other standards as set forth in Sec. 16-4-105.
 - b. The agreement shall include a provision requiring the owner(s) of rental workforce housing units to submit annually a sworn affidavit to the Town, or its designee, certifying that the rental rate(s) meets the requirements of Sec. 16-4-105.F.
 - c. Rental workforce housing units that are provided under Sec. 16-4-105 are subject to a Workforce Housing Agreement and shall remain as workforce housing for a minimum of 30 years from the date of initial certificate of occupancy.
 - d. A certificate of occupancy will not be issued until complete certified and recorded copies of the Workforce Housing Agreement have been provided to the Town.
4. Restrictive covenants for workforce housing units subject to the provisions of Sec. 16-4-105 shall be filed that require compliance with the following:
- a. Rental workforce housing units shall only be rented to households earning 60 to 80% of the most recently published HUD AMI for Beaufort County.
 - b. Rental workforce housing units shall remain in the WFH Program for a minimum of 30 years from the date of the initial certificate of occupancy.
 - c. Rental workforce housing units shall not be occupied for a period less than 90 days.



TOWN OF HILTON HEAD ISLAND

Community Services and Public Safety Committee

TO: Community Services and Public Safety Committee
FROM: Missy Luick, Director of Planning
CC: Shawn Leininger, Assistant Town Manager
CC: Marc Orlando, Town Manager
DATE: April 21, 2025
SUBJECT: Consideration of an Ordinance of the Town of Hilton Head Island to Amend the Official Zoning Map with Respect to the 16 Parcels Located on Northpoint Circle to Rezone the Parcels from the Parks and Recreation (PR) District to the Moderate to High Density Residential (RM-12) District, and to Provide for Severability and an Effective Date

RECOMMENDATION:

Community Services and Public Safety Committee review and consider an Ordinance of the Town of Hilton Head Island to Amend the Official Zoning Map, to include 16 Parcels located on Northpoint Circle from the Parks and Recreation (PR) District to the Moderate to High Density Residential (RM-12) District, and to provide for severability and an effective date, and forward a recommendation to Town Council.

The Planning Commission held a public hearing on March 19, 2025, and, after consideration of the criteria set forth in Land Management Ordinance (LMO) Section 16-2-103, voted unanimously to recommend that Town Council approve the proposed zoning map amendment, ZA-000023-2025.

BACKGROUND:

On June 18, 2024, the Town Council authorized the Town Manager to execute the Northpoint Workforce Housing Development Agreement. As outlined in the Development Agreement, the Town is responsible for preparing and processing an application for a zoning map and text amendment that will allow the necessary use, density, and development standards to support the creation of a sustainable and energy-efficient workforce housing neighborhood at Northpoint.

The development is planned for 11.337 acres of Town-owned property strategically located on William Hilton Parkway near the Cross Island Parkway and key community amenities, including Hilton Head Island schools, the Island Recreation Center, and the Boys and Girls Club. The public-private partnership and workforce housing initiative aligns with the Town's 2023-2025 Strategic Plan, specifically Strategy #2 (Workforce Housing Framework).

SUMMARY OF AMENDMENT:

The Town of Hilton Head Island proposes to rezone 16 parcels on Beaufort County's Tax Map 7. The parcel numbers are 121, 219, 230, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, and 265, which are also known as the Northpoint property. In total, the property is 11.337 acres.

As a concurrent effort, the Town proposes a related priority Land Management Ordinance (LMO) amendment to include Workforce Housing as an allowable principal land use, permitted subject to use-specific conditions, in the Moderate to High Density Residential (RM-12) District. The proposed amendment incorporates qualification standards, including minimum acreage (five acres) and location along a major arterial road.

ANALYSIS:

Attachment 1 is the Staff Report, application, and related documents. This includes a detailed analysis of the zoning map amendment application as prepared by Town staff and reviewed by the Planning Commission.

Zoning Map Amendment Review Standards

LMO Section 16-2-103.C.3, Zoning Map Amendment Review, outlines the criteria for review:

- i. Is in accordance with the Comprehensive Plan;
- ii. Would allow a range of uses that are compatible with the uses allowed on other property in the immediate vicinity;
- iii. Is appropriate for the land;
- iv. Addresses a demonstrated community need;
- v. Is consistent with the overall zoning program as expressed in future plans for the Town;
- vi. Would avoid creating an inappropriately isolated zoning district unrelated to adjacent and surrounding zoning districts;
- vii. Would allow the subject property to be put to a reasonably viable economic use;
- viii. Would result in development that can be served by available, adequate, and suitable public facilities (e.g., streets, potable water, sewerage, stormwater management); and
- ix. Is appropriate due to any changed or changing conditions in the affected area.

COMMUNITY SERVICES AND PUBLIC SAFETY COMMITTEE ACTION:

The Community Services and Public Safety Committee's recommendation shall be based on the standards in LMO Section 16-2-103.C.3, Zoning Map Amendment Review Standards.

The Committee has the following options when considering this agenda item. These include:

1. Recommend approval to Town Council.
2. Recommend denial to Town Council.
3. Recommend approval with conditions to Town Council.

ATTACHMENTS:

1. Staff Report, Application, & Attachments
2. Ordinance

	TOWN OF HILTON HEAD ISLAND COMMUNITY DEVELOPMENT DEPARTMENT		
One Town Center Court	Hilton Head Island, SC 29928	843-341-4757	FAX 843-842-8908

STAFF REPORT ZONING MAP AMENDMENT

Case #	Name of Project	Public Hearing Date
ZA-000023-2025	Northpoint Zoning Map Amendment	March 19, 2025

Parcel Data	Property Owner	Applicant
<u>Parcel Numbers:</u> 1. R510 007 000 0121 0000 2. R510 007 000 0219 0000 3. R510 007 000 0230 0000 4. R510 007 000 0232 0000 5. R510 007 000 0233 0000 6. R510 007 000 0234 0000 7. R510 007 000 0235 0000 8. R510 007 000 0236 0000 9. R510 007 000 0237 0000 10. R510 007 000 0238 0000 11. R510 007 000 0239 0000 12. R510 007 000 0240 0000 13. R510 007 000 0241 0000 14. R510 007 000 0242 0000 15. R510 007 000 0243 0000 16. R510 007 000 0265 0000 <u>Size:</u> 11.337 acres <u>Address:</u> Northpoint Circle	The Town of Hilton Head Island, 1 Town Center Court Hilton Head Island, SC, 29928	Marc Orlando, Town Manager, The Town of Hilton Head Island, 1 Town Center Court Hilton Head Island, SC, 29928

Existing Zoning	Proposed Zoning
<u>Overlay District:</u> Corridor Overlay (COR) District <u>Zoning District:</u> All parcels are Parks and Recreation (PR) District <u>Allowable Uses:</u> Cemeteries; Community Service Uses; Government Uses; Major Utilities; Minor Utilities; Public Parks; Religious Institutions; Telecommunication Antenna, Collocated or Building Mounted; Telecommunication Towers, Monopole; Open Air Sales; Agriculture Uses; Boat Ramps, Docking Facilities, and Marinas	<u>Overlay District:</u> Corridor Overlay (COR) District <u>Proposed Zoning District:</u> Moderate to High Density Residential (RM-12) District <u>Allowable Uses:</u> Family Compound; Family Subdivision; Group Living; Multifamily; Recreational Vehicle; Single-Family; Community Service Uses; Government Uses; Major Utilities; Minor Utilities; Public Parks; Religious Institutions; Telecommunication Antenna, Collocated or Building Mounted; Telecommunication Towers, Monopole; Agriculture Uses Proposed Use Considered Under a Separate Priority LMO Amendment: Workforce Housing

Application Summary:
The Town of Hilton Head Island proposes to rezone 16 parcels on Beaufort County’s Tax Map 7. The parcel numbers are 121, 219, 230, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, and 265 (see Attachment A, Application), which are also known as part of the Northpoint Circle (see Attachment B, Location Map). In total, the subject property is 11.337 acres (see Attachment D, Survey of Northpoint). The Town intends to rezone the property to facilitate a Public-Private Partnership Workforce Housing initiative (see Attachment E, Use Table Comparison), which aligns with its 2023-2025 Strategic Plan, specifically Strategy #2 (Workforce Housing Framework). This application is integral to the previously approved Northpoint Workforce Housing Development Agreement, which is dedicated to advancing the Workforce Housing Framework on Hilton Head Island. The parcels are currently located in the Parks and Recreation (PR) District (see Attachment C, Northpoint Vicinity Zoning Map). As a concurrent effort, the Town proposes a related priority Land Management Ordinance (LMO) amendment to include Workforce Housing as an allowable principal land use, permitted subject to use-specific conditions, in the Moderate to High Density Residential (RM-12) District. The proposed amendment incorporates qualification standards, including a minimum acreage (five acres) and a location along a major arterial road. Considering this proposed amendment, the Town seeks to rezone the parcels to the RM-12 District.
Staff Recommendation:
Staff recommends that the Planning Commission find this application to be <u>consistent</u> with the Town’s Comprehensive Plan and carries out the purposes of the LMO, based on those Findings of Facts as determined by the LMO Official and enclosed herein. Staff recommends that the Planning Commission recommend <i>approval</i> of this application to Town Council.

Background:

In the Hilton Head Plantation Master Plan, established in 1984, the Northpoint property was identified (Tract M) for future development (see Attachment F, Hilton Head Plantation Master Plan). By the late 1980s, this area transitioned into a commercial subdivision and was subsequently acquired by the South Carolina Department of Transportation (SCDOT) in the 1990s to support the construction of the Cross Island Parkway. Between 1997 and 1999, the Town purchased the property for approximately \$1.4 million, which included various infrastructure improvements to the State-owned right-of-ways in the Town as part of the agreement.

The site was zoned Office/Institutional (OL), (see Attachment G, 1998 Official Zoning District Map) and in 2014, the zoning of the property was changed to PR (see Attachment H, 2014 Official Zoning District Map).

Today, the site is located in Squire Pope Historic Neighborhood, a Hilton Head Island Historic Gullah Neighborhood, and is within the Corridor Overlay District adjacent to Jarvis Creek, Marsh Point Apartments, the United States Postal Service, and U.S. Route 278 (William Hilton Parkway). Northpoint Circle has direct access to William Hilton Parkway, a Major Arterial (see Attachment B, Location Map).

The application proposes rezoning the property from PR to RM-12, allowing Workforce Housing as a principal use, permitted subject to use-specific conditions, on the subject property (see Attachment E, Use Table Comparison), subject to the Town's approval of a priority LMO amendment to allow the use. The changes that would occur as a result of rezoning the parcels from PR to RM-12 include the following: (see Attachment E, Use Table Comparison.)

- The following uses would be allowed on the parcels: Family Compound; Family Subdivision; Group Living; Multifamily; Recreational Vehicle; Single-Family; and Workforce Housing (subject to LMO amendment).
- The following uses would not be allowed: Cemeteries; Open Air Sales; Boat Ramps, Docking Facilities, and Marinas.

Uses on adjacent sites are:

- Northbound, Marsh Point Apartments – Multifamily use, (Low to Moderate Density Residential) RM-4 District
- Eastbound, Broad Creek Public Service District Hilton Head #1PSD – Major Utility use, PR District
- Eastbound, United States Postal Service – Government use, Light Commercial (LC) District
- Southbound, William Hilton Parkway and the Coastal Discovery Museum, Community Services Use, PR District
- Westbound, Jarvis Creek

Applicant's Grounds for ZMA:

Overall, this project represents a collaborative effort between the Town and its development partner to enhance community housing options for essential workers on Hilton Head Island, focusing on sustainability and affordability. This effort aligns with Strategy #2 of the Town's 2023-2025 Strategic Plan, which focuses on implementing the Workforce Housing Framework called "Finding Home."

The Town is requesting approval to rezone the property to the RM-12 District. The applicant states that this change, along with the LMO amendment to the RM-12 District, will allow for residential uses and

the associated residential density to support workforce housing, providing greater options for the existing Town land.

Summary of Facts and Conclusions:

Findings of Fact:

- The application was submitted on January 8, 2025, as set forth in LMO Section 16-2-103.C and Appendix D-1.
- Per LMO Section 16-2-102.E.1, when an application is subject to a hearing, the LMO Official shall ensure that the hearing on the application is scheduled for a regularly scheduled meeting of the body conducting the hearing.
- The LMO Official scheduled the public hearing on the application for the March 19, 2025, Planning Commission meeting, which is a regularly scheduled meeting of the Planning Commission.
- Per LMO Section 16-2-102.E.2, the LMO Official shall publish a notice of the public hearing in a newspaper of general circulation in the Town no less than 15 calendar days before the hearing date.
- Notice of the March 19, 2025, public hearing was published in the Island Packet on February 16, 2025.
- Per LMO Section 16-2-102.E.2, the applicant shall mail a notice of the public hearing by first-class mail to the owners of the land subject to the application and owners of record of properties within 350 feet of the subject land, no less than 15 calendar days before the hearing date.
- The applicant mailed notices of the March 19, 2025, public hearing by first-class mail to the owners of record of properties within 350 feet of the subject land on March 4, 2025.
- Per LMO Section 16-2-102.E.2, the LMO Official shall post conspicuous notice of the public hearing on or adjacent to the land subject to the application no less than 15 days before the hearing date, with at least one such notice being visible from each public thoroughfare that abuts the subject land.
- The LMO Official posted on February 18, 2025 conspicuous notice of the public hearing on the land subject to the application.

Conclusions of Law:

- The application was submitted in compliance with LMO Section 16-2-103.C and Appendix D-1.
- Notice of the public hearing was published, mailed and posted, in compliance with LMO Section 16-2-102.E.2.

As set forth in LMO Section 16-2-103.C.3. In determining whether to recommend that Town Council approve or deny a proposed Zoning Map Amendment (Rezoning), the Planning Commission may weigh the relevance of and consider the following:

Summary:

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

Findings:

This application addresses the Comprehensive Plan in the following areas:

Core Value: Relentless Pursuit of Excellence

Goal

- Ideals of Excellence: To adopt and pursue Our Ideals of Excellence for Hilton Head Island.

Strategies & Tactics

- 2.10: Continue to provide an appropriate range of land uses that accommodate the needs of the community.
- 2.10.1: Encourage development and redevelopment opportunities that help Hilton Head Island be a competitive and affordable place to live and work.

Core Value: Revitalizing & Modernizing the Economy

Goal 3

- Brand: To manage evolving economic growth while maintaining Hilton Head Island's unique aesthetic.

Strategies & Tactics

- 3.2: Monitor demographics and economic trends to manage emerging growth and changes.
- 3.2.2: Monitor trends in housing development to provide housing options that meet market demands.

Goal 6

- Workforce: To have a high-quality workforce housing through effective incentives.

Strategies & Tactics

- 6.1: Encourage the development of workforce housing through effective incentives.
- 6.1.1: Continue to pursue the recommendations from the Town's Workforce Housing Strategic Plan.
- 6.1.2: Identify methods to support construction of new workforce housing by 2024.
- 6.1.4: Consider the use of Town-owned properties, where appropriate, for future development projects or land swaps for workforce housing.
- 6.1.5: Review the land acquisition program to determine if a workforce housing component would be an appropriate modification going forward.
- 6.1.6: Monitor changing demographics and trends in housing development to allow for housing options to meet market demands.
- 6.1.7: Continue to educate the public on the potential impact on their daily quality of life that is directly affected by the supply or lack of workforce housing.

Core Value: Fostering an Inclusive Multi-dimensional Community

Goal 3

- Community Development: To foster creation of sustainable, inclusive, equitable, and innovative community development on the entire Island.

Strategies & Tactics

- 3.3: Continue to implement the recommendations from the Town's Workforce Housing Strategic Plan.
- 3.4: Evaluate opportunities for diversity in housing costs and transportation modes by establishing incentives for redevelopment of abandoned and underutilized spaces.
- 3.5: Encourage employer assisted housing programs to entice more employees of various professions (teachers, police officers, fire fighters, etc.) to live within Town limits.

- 3.7: Address housing issues by using a systematic approach that integrates economic development, transportation, and land use.

Core Value: Building a Connected & Collaborative Community Fabric

Goal 2

- **Built Environment:** To promote designs for the built environment that capitalize on our natural beauty and community strengths, reinforcing our unique sense of place.

Strategies & Tactic

- 2.4: Create incentives and/or public/private partnerships for redevelopment with goals of diversity in housing types and cost, and types of transportation modes.

Goal 4

- **Quality of Life:** To foster an exceptional quality of life for residents, outstanding experiences for visitors, and economic opportunity for our workforce.

Strategies & Tactic

- 4.1.1: Continue to implement the recommendations from the Town's Workforce Housing Strategic Plan.

Core Value: Expanding to Embrace an Integrated Regional Focus

Goal 2

- **Workforce:** To improve and expand opportunities for workforce development and housing on Hilton Head Island and in the region.

Strategies & Tactic

- 2.1: Pursue regional cooperation of public, private, and nonprofit agencies in meeting area housing and workforce needs.

Core Value: Innovative Approach to Create "Right-Sized" Infrastructure

Goal 6

- **Housing:** To promote housing options to meet the needs of all current and future populations on the Island.

Strategies & Tactics

- 6.1: Adopt policies to support the recommendations of the Town's Workforce Housing Strategic Plan.
- 6.2: Continually assess development standards and building codes to ensure they encourage the development and redevelopment of needed housing.
- 6.2.1: Evaluate and study regulations to require or provide options for interconnection between developments, which promotes the establishment of neighborhoods, and to provide safe and convenient access to neighborhood level public facilities, particularly schools and parks.
- 6.3: Evaluate proposed changes to residential density to ensure they are appropriate for the character of the area and the neighboring properties.

Conclusions of Law:

- The proposed rezoning, along with the amendment to allow Workforce Housing in RM-12, is in accordance with the Comprehensive Plan, as described in the Land Use Element, as set forth in LMO Section 16-2-103.C.3.a.i.

- The proposed rezoning will modify the existing permitted land use to promote housing options to meet the needs of current and future populations on the Island and is consistent with the Core Value: Innovative Approach to Create “Right-Sized” Infrastructure.
- The proposed rezoning and LMO amendment will expand opportunities for workforce development and housing on Hilton Head Island and in the region by adding Workforce Housing as an allowable principal use, consistent with Core Value: Expanding to Embrace an Integrated Regional Focus.
- The proposed rezoning will modify the permitted land use of the property in conformance with the Town’s Comprehensive Plan.

Summary:

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

Findings:

- The applicant proposes to rezone the property from PR to RM-12 to allow Workforce Housing.
- Adjacent to the Northpoint property is Marsh Point Apartments, which is zoned RM-4 and has 140 dwelling units on the property.
- Both the RM-4 and the RM-12 Districts have the same residential uses: Family Compound, Family Subdivision, Group Living, Multifamily, Recreational Vehicle, and Single-Family.
- The range of allowable uses and densities for multifamily uses in the RM-4 and the RM-12 Districts are similar in nature. The proposed zoning has similar densities for Workforce Housing.
- RM-4 allows Workforce Housing, consistent with the proposed amendment to RM-12. However, RM-4 allows a Workforce Housing residential density bonus of up to 12 units per acre under certain circumstances.
- RM-12 allows up to 12 units per acre, and the proposed Workforce Housing text amendment would allow a residential density bonus of up to 25% under certain circumstances, resulting in up to 15 units per acre.
- Although the Northpoint density under the rezoning and LMO amendment would allow a greater density than the neighboring Marsh Point Apartments, the site has direct frontage along William Hilton Parkway and significantly less water frontage along Jarvis Creek, making the site much more suitable for increased density from a land use compatibility and environmental standpoint.
- The United States Post Office is also adjacent to the site and is in the LC District, which allows Workforce Housing by commercial conversion.

Conclusions of Law:

- The proposed rezoning will allow uses that are compatible with existing neighboring uses allowed on other property in the immediate vicinity in accordance with LMO Section 16-2-103.C.3.a.ii.
- The proposed rezoning will add the following land uses: Family Compound; Family Subdivision; Group Living; Multifamily; Recreational Vehicle; Single-Family; and Workforce Housing, subject to the approval of the RM-12 amendment (see LMO Sections 16-3-103.C and 16-3-104.G).

Summary:

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

Findings:

- The property was once part of the Hilton Head Plantation Master Plan and identified for future development on Hilton Head Island (see Attachment F, Hilton Head Plantation Master Plan).
- The land was previously subdivided and developed with supportive infrastructure and Northpoint Circle Road.
- Utilities have been installed on the site (see Attachment D, Survey of Northpoint).
- Northpoint has direct access to William Hilton Parkway.
- The Northpoint tract is located along William Hilton Parkway near Gumtree Road and is close to jobs, community services, and public facilities.
- Nearby are the Hilton Head Hospital, Fire Stations 4 and 5, medical offices, and the Boys and Girls Club.
- The Hilton Head Island Middle School and High School, and the Island Recreation Center are also within a mile of Northpoint.
- The application proposes to rezone the property from PR to RM-12 to allow Workforce Housing.
- As proposed as part of the priority LMO amendment, a density bonus up to 25 percent above the base residential density standards is permitted in the RM-12 District if at least 50 percent of all units within the development are workforce housing units.

Conclusions of Law:

- The proposed zoning is appropriate for the land in accordance with LMO Section 16-2-103.C.3.a.iii.
- The allowable uses and increase of density to RM-12 and associated amendments are appropriate based on compatible nearby land uses, availability of utilities and infrastructure, and historic planning for the area.

Summary:

Criteria 4: Whether and the extent to which the proposed zoning addresses a demonstrated community need (LMO Section 16-2-103.C.3.a.iv):

Findings:

- The Workforce Housing Strategic Plan suggests the Island should set a goal to facilitate constructing 200 total net new, obtainable housing units yearly.
- The Comprehensive Plan (Our Plan), which was approved by Town Council, on page 112, suggests the Town attracts and maintains a diverse and multi-dimensional residential population, providing a competitive live-work option.
- The Comprehensive Plan (Our Plan), which was approved by Town Council, on page 112, suggests the Town continually adapts the Core Values and Comprehensive Plan to meet the needs of the present and the future.
- This application is integral to the Northpoint Workforce Housing Development Agreement, which is dedicated to advancing the Workforce Housing Framework on Hilton Head Island.
- The proposed rezoning will expand opportunities for workforce development and housing on Hilton Head Island and in the region by adding Workforce Housing as an allowable principal use, consistent with Core Value: Expanding to Embrace an Integrated Regional Focus.

- The application proposes, “The Northpoint development will provide housing for Hilton Head Island’s workforce. The project will target households earning between 60 and 150 percent of the Beaufort County Area Median Income (AMI), with at least 50 percent of the units reserved for households earning between 60 percent and 80 percent of AMI. The development will ensure long-term affordability through covenants, guaranteeing that the units remain accessible to the Island’s workforce in perpetuity.”
- Rezoning would “Provide appropriate modifications to the zoning designations and land use regulations to meet community needs while maintaining Island Character,” as described in Chapter 1, Goal 3.3.1, of the Our Plan.

Conclusions of Law:

- The rezoning would fulfill a demonstrated community need in accordance with LMO Section 16-2-103.C.3.a.iv.
- The proposed rezoning will allow Workforce Housing and ensure long-term affordability through covenants, guaranteeing that the units remain accessible to the Island’s workforce in perpetuity.

Summary:

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

Findings:

- This application is integral to the Northpoint Workforce Housing Development Agreement, which is dedicated to advancing the Workforce Housing Framework on Hilton Head Island.
- The purpose of the RM-12 District is described in Section 16-3-104.G of the LMO, “to allow higher density residential uses in locations which are served by adequate infrastructure, while maintaining the character of these areas and neighborhoods at densities up to twelve units per net acre. This district is used to encourage a variety of residential opportunities, including multifamily residential units, single-family residences, and group living. The regulations of this district are intended to discourage development that would substantially interfere with, or be detrimental to, moderate to high density residential character.”
- The PR District does not allow residential uses, such as Workforce Housing (see Attachment E, Use Table Comparison).
- As part of the Town’s priority effort to prepare and adopt the Skull Creek District Plan, the draft study area aspiration statements support economic development and workforce development, including a variety of housing types, workforce housing, and Island employers and employees. Further, this area has been identified for multifamily residential as part of the future land use considerations.

Conclusions of Law:

- The proposed zoning is consistent with the overall zoning program as expressed in the draft Skull Creek District Plan, in accordance with LMO Section 16-2-103.C.3.a.v.
- This application is integral to the Northpoint Workforce Housing Development Agreement, which is dedicated to advancing the Workforce Housing Framework on Hilton Head Island.
- The PR District does not allow Workforce Housing and the RM-12 District rezoning and associated amendments would allow the Town to achieve its stated objectives.

Summary:

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

Findings:

- This application would rezone 16 parcels, totaling 11.337 acres, a substantial area for development.
- The subject property is adjacent to three different districts: the RM-4, the LC, and the PR (see Attachment C, Northpoint Vicinity Zoning Map.)
- Adjacent to the Northpoint property is Marsh Point Apartments, which is zoned RM-4 and has 140 multifamily dwelling units on the property.
- The range of allowable uses and densities for the RM-4 and the RM-12 Districts are similar in nature. The proposed zoning has similar densities for Workforce Housing.
- Workforce housing is permitted in the adjacent RM-4 and LC Districts; the proposed zoning change would allow workforce housing on this tract.
- The property was once part of the Hilton Head Plantation Master Plan and identified for future development on Hilton Head Island.

Conclusion of Law:

- The proposed zoning would avoid creating an inappropriately isolated zoning district unrelated to adjacent and surrounding zoning districts in accordance with LMO Section 16-2-103.C.3.a.vi because the existing adjacent zoning is complementary.

Summary:

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

Findings:

- Rezoning from PR to RM-12 expands opportunities for the use of the property in compliance with the needs and goals of the Town's Comprehensive Plan.
- The applicant proposes high-quality, energy-efficient rental units targeting essential workforce members such as teachers, healthcare professionals, law enforcement, and hospitality staff.
- Developing Workforce Housing on the site addresses our community's demand for workforce housing. By introducing quality rental options designed specifically for those in the workforce, the application aims to help relieve the housing strain, allowing more individuals to settle in the area where they are employed, thus promoting a more stable community.

Conclusions of Law:

- The proposed zoning would allow the subject property to be put to a reasonably viable economic use in accordance with LMO Section 16-2-103.C.3.a.vii.
- The rezoning allows the site to be redeveloped with the residential use of Workforce Housing, making the site more compatible with the uses in the vicinity and allowing the property to be put to a reasonably viable economic use.

Summary:

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

Findings:

- Roads, utilities, and public services have already been established on-site (see Attachment D, Survey of Northpoint).
- Per the LMO, a Major Development Plan Review (DPR) application would be required to redevelop the property. As part of the DPR application, any required infrastructure improvements, encroachment permits or approvals from outside agencies such as PSD, Sparklight, Palmetto Electric, and SCDOT would be required prior to the approval of the DPR.
- The applicant's narrative reads, "This proposed zoning change will facilitate the redevelopment of the property for workforce housing through a public-private partnership. The amendment aligns with the Town's goals to address the growing demand for workforce housing while utilizing the property's existing infrastructure to create a sustainable and vibrant residential neighborhood."

Conclusion of Law:

- The proposed zoning would result in development that can be and is already served by available public facilities in accordance with LMO Section 16-2-103.C.3.a.viii.

Summary:

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

Findings:

- This application is integral to the Northpoint Workforce Housing Development Agreement, which is dedicated to advancing the Workforce Housing Framework on Hilton Head Island.
- The property was once part of the Hilton Head Plantation Master Plan and identified for future development on Hilton Head Island (see Attachment F, Hilton Head Plantation Master Plan).
- Adjacent to the Northpoint property is Marsh Point Apartments, which is zoned RM-4 and has 140 dwelling units on the property.
- In 2014, the property was rezoned to the PR District, which is intended "to accommodate and manage the land uses allowed on publicly held land used for active or passive recreation purposes, or publicly owned land preserved in its natural state for public enjoyment (see Section 16-3-103.C.1).
- The creation of workforce housing aligns with the Town's core values described in the Town's Master Plan, Section 3, Chapter 7, "Innovative Approach to Create "Right-Sized" Infrastructure."
- Rezoning would "Provide appropriate modifications to the zoning designations and land use regulations to meet community needs while maintaining Island Character," as described in Chapter 1, Goal 3.3.1, of the Our Plan.
- The proposed text amendment allows a density bonus up to 25 percent above the base residential density in the RM-12 District if at least 50 percent of all units within the development are workforce housing units.
- The applicant proposes to rezone the property from PR to RM-12 to allow Workforce Housing.

- Many units on Hilton Head Island, formerly available to the workforce, have been converted to short-term rentals in recent years.
- Shifts in employment and housing to the mainland have impacted the ability to attract the workforce and provide housing that meets the workforce housing needs on the Island.
- The availability of affordable, attainable workforce housing is limited, and changing housing market conditions continue to increase the challenge of ensuring the availability of housing for the Town's workforce.

Conclusions of Law:

- The proposed rezoning is appropriate due to the changes in the area, including housing market challenges and housing supply, in accordance with LMO Section 16-3-103.C.a.ix.
- The proposed rezoning will allow Workforce Housing, with a bonus density on the property, next to an apartment complex and is in close proximity to schools, community services, and public amenities.

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

PREPARED BY:

MC

Michael Connolly
Senior Planner

January 22, 2025

DATE

REVIEWED BY:

TL

Trey Lowe
Development Services Manager

January 27, 2025

DATE

REVIEWED BY:

ML

Missy Luick
Director of Planning and Land Management Official

February 24, 2025

DATE

ATTACHMENTS:

- A) Application
- B) Location Map
- C) Northpoint Vicinity Zoning Map
- D) Survey of Northpoint
- E) Use Table Comparison
- F) Hilton Head Plantation Master Plan
- G) 1998 Official Zoning District Map
- H) 2014 Official Zoning District Map



Town of Hilton Head Island
Community Development Department
 One Town Center Court
 Hilton Head Island, SC 29928
 Phone: 843-341-4757 Fax: 843-842-8908
www.hiltonheadislandsc.gov

FOR OFFICIAL USE ONLY

Date Received: _____
 Accepted by: _____
 App. #: ZMA _____
 Meeting Date: _____

Applicant/Agent Name: Marc Orlando, Town Manager Company: Town of Hilton Head Island
 Mailing Address: 1 Town Center Court City: Hilton Head Island State: SC Zip: 29928
 Telephone: 843-341-4600 Fax: _____ E-mail: _____

Project Name: Northpoint Workforce Housing Project Address: Northpoint Circle
 Parcel Number [PIN]: Refer to Attachment 1 - Parcel List
 Zoning District: PR Overlay District(s): COR Requested District: R M-12
 PD-1 Existing Land Use: N/A PD-1 Proposed Land Use: N/A

ZONING MAP AMENDMENT (ZMA) SUBMITTAL REQUIREMENTS

Digital Submissions may be accepted via e-mail by calling 843-341-4757. The following items must be attached in order for this application to be complete:

N/A Affidavit of Ownership and Hold Harmless Permission to Enter Property

X A narrative that explains the reason(s) for the rezoning request and how the request meets the criteria of LMO Section 16-2-103.C.3. Review Standards.

X A copy of correspondence providing notice of a public hearing to all land owners of record within three hundred and fifty (350) feet on all sides of the parcel(s) being considered for the zoning map amendment. Such notice shall be mailed by first class mail fifteen days (15) prior to the Planning Commission meeting per LMO Section 16-2-102E.2e.ii. Mailed Notices. A sample letter can be obtained at the time of submittal. Also provide a list of owners of record to receive notification. The Town can assist in providing this listing by calling 843-341-4757.

N/A Where applicable, a copy of correspondence requesting written comments from the appropriate property owners' association regarding the requested amendment per LMO Appendix D: D-1.A.1.c. The Town can assist in providing this information by calling 843-341-4757.

X A boundary map prepared and sealed by a registered land surveyor. Submit an 11X17 inch (or smaller) reproducible copy of the plan.

N/A Filing Fee - \$500 cash or check made payable to the Town of Hilton Head Island

Are there recorded private covenants and/or restrictions that are contrary to, conflict with, or prohibit the proposed request? If yes, a copy of the private covenants and/or restrictions must be submitted with this application. ☐ YES ☒ NO

To the best of my knowledge, the information on this application and all additional documentation is true, factual, and complete. I hereby agree to abide by all conditions of any approvals granted by the Town of Hilton Head Island. I understand that such conditions shall apply to the subject property only and are a right or obligation transferable by sale.

I further understand that in the event of a State of Emergency due to a Disaster, the review and approval times set forth in the Land Management Ordinance may be suspended.

SIGNATURE

DATE

ATTACHEMENT A

Northpoint Workforce Housing Public-Private Partnership Parcel Numbers

11.337 Acres made up of 16 parcels

- R510 007 000 0121 0000
- R510 007 000 0265 0000
- R510 007 000 0240 0000
- R510 007 000 0241 0000
- R510 007 000 0242 0000
- R510 007 000 0243 0000
- R510 007 000 0230 0000
- R510 007 000 0232 0000
- R510 007 000 0233 0000
- R510 007 000 0234 0000
- R510 007 000 0235 0000
- R510 007 000 0236 0000
- R510 007 000 0237 0000
- R510 007 000 0238 0000
- R510 007 000 0239 0000
- R510 007 000 0219 0000

ATTACHMENT B

NARRATIVE SUPPLEMENT TO THE APPLICATION FOR ZONING MAP AMENDMENT FROM THE TOWN OF HILTON HEAD ISLAND REGARDING 11.337 ACRES ON WILLIAM HILTON PARKWAY, HILTON HEAD ISLAND, SC

This Attachment B is part of the Zoning Map Amendment Application (this "Application") of The Town of Hilton Head Island (the "Applicant"), and is submitted by the Applicant to the Planning Commission of the Town of Hilton Head Island (the "Town") to address the zoning map amendment criteria set forth in Section 16-2-103.C.3 of the Town's Land Management Ordinance (the "LMO"). This Application seeks approval to amend the Official Zoning Map of the Town by changing the base zoning district applicable to 11.337 acres of Town-owned property (the "Property") which is comprised of multiple parcels located on Northpoint Circle on Hilton Head Island, from the currently applicable Parks and Recreation (PR) District to the Moderate to High Density Residential (RM-12) District.

Application Summary

Request from the Town of Hilton Head Island to amend the Official Zoning Map to change the base zoning of the Town-owned properties identified on Beaufort County Tax Maps as Parcels: R510 007 000 0265 0000, R510 007 000 0121 0000, R510 007 000 0219 0000, R510 007 000 0230 0000, R510 007 000 0232 0000, R510 007 000 0233 0000, R510 007 000 0234 0000, R510 007 000 0235 0000, R510 007 000 0236 0000, R510 007 000 0237 0000, R510 007 000 0238 0000, R510 007 000 0239 0000, R510 007 000 0240 0000, R510 007 000 0241 0000, R510 007 000 0242 0000, and R510 007 000 0243 0000 from the Parks and Recreation (PR) District to the Moderate to High Density Residential (RM-12) District.

The Property subject to this rezoning has been identified as the location for the Northpoint Workforce Housing Public-Private Partnership initiative to develop workforce housing on Hilton Head Island. This initiative advances Strategy #2 of the Town's 2023-2025 Strategic Plan: Implement the Workforce Housing Framework: Finding Home.

The Town seeks approval to rezone the Property to the Moderate to High Density Residential (RM-12) District to permit residential uses and density to support workforce housing.¹

Background

The Property was part of the Hilton Head Plantation Master Plan in 1984 and designated for future development. In the late 1980s, it was developed into a commercial subdivision before being acquired by the South Carolina Department of Transportation (SCDOT) in the 1990s to support the construction of the Cross Island Parkway. The Property was then acquired by the Town in two purchases between 1997 and 1999 using Real Estate Transfer Fee funds for approximately \$1.4 million, which included the Town designing and replacing a culvert under William Hilton Parkway

¹ The Town's Workforce Housing Density Bonus Program is being amended in advance of this application to allow a 25% density bonus in the RM-12 District, up to 15 units per acre, with a maximum impervious surface coverage of 45% for eligible workforce housing projects. The impervious coverage limit in the PR District is 45%.

as partial credit against the purchase from SCDOT. At the time, the Northpoint subdivision was zoned Office/Institutional (OL). In 2014, as part of an Island-wide Zoning Map Amendment, several Town-owned properties were rezoned into the Parks and Recreation (PR) District, including the Northpoint tract.

The existing infrastructure, including roads and utilities, makes the site well-suited for redevelopment into a residential neighborhood. Additionally, the development of workforce housing at this site is consistent with the Town's goals of promoting sustainable development and improving the quality of life for residents.

The Northpoint tract is situated along William Hilton Parkway near Gumtree Road and benefits from its proximity to jobs, community services, and public amenities, which contribute to the site's suitability for residential development. The Hilton Head Hospital, Fire Stations 4 and 5, medical offices and the Boys and Girls Club are nearby, and local schools and the Island Recreation Center are located within a mile of the Northpoint tract.

The Town is now seeking to amend the Official Zoning Map to change the base zoning from Parks and Recreation (PR) District to the Moderate to High Density Residential (RM-12) District to allow for the redevelopment of the Property for workforce housing through a public-private partnership.

Northpoint Workforce Housing Public-Private Partnership Project Description

The Northpoint Workforce Housing project will create approximately 160 high-quality, energy-efficient rental units that will be designed to provide best-in-class housing for Hilton Head Island's essential workforce, including teachers, healthcare workers, law enforcement officers, hospitality employees, and other essential workers. It will be part of a sustainable development approach to addressing the need for workforce housing while connecting neighboring uses and properties.

The neighborhood's layout, which will include green spaces, walking trails, and thoughtfully placed buildings, will integrate with the Island's emphasis on preserving natural resources, beauty, and maintaining neighborhood integrity. Northpoint's landscaping and lighting will further ensure that the site blends into its surroundings. The use of transition zones, setbacks, and open spaces will ensure that the visual impact is softened and maintain the scenic quality that residents and visitors value on Hilton Head Island. This careful integration underlines the Town's commitment to enhancing neighborhood character, strengthening Northpoint's compatibility with nearby properties.

The Town's efforts to address workforce housing have evolved over several years. In 2019, the Town commissioned a Workforce Housing Strategic Plan, which outlined strategies the Town should implement in collaboration with the private sector. In 2020 and 2021, the Town adopted policy programs to encourage the construction of workforce housing. These programs included the conversion of commercial buildings into living units and allowed for bonus density in certain residential zoning districts. The Workforce Housing Strategic Plan also identified initiatives for the promotion of workforce housing through public-private partnerships.

On February 22, 2022, the Town Council held a workshop to discuss workforce housing. The following month, the Town issued a Request for Qualifications (RFQ) seeking qualified

development firms to provide professional services in support of the proposed Northpoint location. To assist in reviewing and vetting these submissions, the Town Council approved a resolution in June 2022 authorizing the creation of the Northpoint Public-Private Partnership Housing Advisory Committee. The Northpoint Advisory Committee, comprised of three Town Council members and community leaders, worked closely with the Town Manager and Town staff over the next several months to review development proposals.

The Town invited the top seven respondents from the Request for Qualifications (RFQ) to submit proposals through a Request for Proposals (RFP). Staff also completed workforce housing research and evaluated the Northpoint site to better understand development potential.

In October 2022, the Town received seven development proposals. In November 2022, the Northpoint Public-Private Partnership Housing Advisory Committee interviewed all seven firms. There was one firm that stood out as a diverse team with extensive experience in design, financing, construction, leasing, and property management. The team was led by OneStreet Residential, an Atlanta-based developer and property manager with 35 years of experience in creating affordable and mixed-income communities.

On June 18, 2024, Town Council approved a Resolution authorizing the Town Manager to execute a Workforce Housing Development Agreement with OneStreet Residential. The decision was made following a comprehensive analysis and legal review by the Town Manager, Town staff, and the Town's Northpoint Public-Private Partnership Housing Advisory Committee. The Northpoint Advisory Committee endorsed OneStreet Residential as the most suitable development partner after an extensive review of development plans, financing options, programming and property management.

The Northpoint development will provide housing for Hilton Head Island's workforce. The project will target households earning between 60% and 150% of the Beaufort County Area Median Income (AMI), with at least 50% of the units reserved for households earning between 60% and 80% of AMI. The development will ensure long-term affordability through covenants, guaranteeing that the units remain accessible to the Island's workforce in perpetuity.

The Northpoint project represents a significant public-private partnership between the Town of Hilton Head Island and OneStreet Residential. The Town will provide a 65-year ground lease, \$1 million in grant funding from the American Rescue Plan Act (ARPA), covenants to ensure the long-term affordability of the neighborhood, zoning entitlements, and programming support.

Project Scope (Workforce Housing Development Agreement):

1. 11.337 acres of Town-owned property located close to Hilton Head Island schools, the Island Recreation Center, and the Boys and Girls Club
2. Energy efficient sustainable neighborhood with high-quality architecture and construction
3. +/-160 rental units, consisting of one-, two- and three-bedroom apartments
4. Amenities and programming that prioritize the well-being and quality of life of residents
 - Sustainable design with solar components and high-quality architecture and construction

- A pool and outdoor communal spaces with grilling, dining stations, pavilions, seating, and playgrounds to foster social interaction and a sense of community among residents
- Functional open spaces with views of Jarvis Creek and a neighborhood park with walking trails and fitness stations, and a community garden to encourage residents' health and wellness
- Onsite property management and a multipurpose community center with high-speed internet and programs tailored to residents' needs, such as educational, economic empowerment and recreational activities
- Integration of stormwater eco-infrastructure, such as rain gardens and bioswales to enhance the landscape while capturing, treating, and infiltrating stormwater runoff
- An attractive green infrastructure strategy, including pervious materials and water-neutral site features
- Onsite recycling and trash facilities
- Pedestrian and bike-friendly infrastructure
- Electric vehicle charging stations
- An onsite trolley stop to encourage the use of public transportation
- Native landscaping and minimal turf grass to reduce water consumption from irrigation
- Well-lit entrances, landscaped pathways and parking areas to promote safety
- Laundry appliances within each unit for residents' convenience

Workforce Affordability (Workforce Housing Development Agreement):

1. Essential workforce, such as but not limited to teachers, first responders, health care providers, and hospitality workers who are employed on Hilton Head Island
2. 60% to 150% of Area Median Income (AMI), with at least 50% of households earning between 60% and 80% of AMI
3. Affordability Covenants

Town's Role (Workforce Housing Development Agreement):

1. Project vision
2. 11.337 acres of land through a 65-year ground lease
3. \$1 million grant with contributions secured from the American Rescue Plan Act (ARPA)
4. Long-term programming support
5. Zoning entitlements

OneStreet Residential's Role (Workforce Housing Development Agreement):

1. Financing
2. Design and permitting
3. Project management
4. Construction
5. Lease-up
6. Long-term programming
7. Property management

Rezoning Criteria

The proposed rezoning review as required by LMO Section 16-2-103.C. is as follows:

i. Is in accordance with the Comprehensive Plan;

This Application aligns with the Town of Hilton Head Island's Comprehensive Plan, Our Plan, by increasing the availability of residentially zoned property in a location that is suitable for this purpose and near major employers on the Island. This Application also facilitates the advancement of a public-private partnership to create a workforce housing neighborhood not currently available in the community and thereby reinforcing opportunities for anchor institutions (schools, hospital, and businesses) to sustain a workforce, be competitive in our region, and diversify our population.

The Northpoint tract is situated along William Hilton Parkway near Gumtree Road and benefits from its proximity to jobs, community services, and public amenities, which contribute to the site's suitability for residential development. The Hilton Head Hospital, Fire Stations 4 and 5, medical offices and the Boys and Girls Club are nearby, and local schools and the Island Recreation Center are located within a mile of the Northpoint tract.

The rezoning also aligns with the Town's values for sustainable development through the repurposing and redevelopment of a previously developed site. The proposed development will incorporate modern infrastructure and services that align with these goals, such as pedestrian and bike pathways, electric vehicle charging stations, and recycling facilities. These enhancements will contribute to a sustainable, accessible, and safe environment for residents.

The following sections of the Comprehensive Plan specifically support this Application:

Relentless Pursuit of Excellence: Our Plan's Core Value "Relentless Pursuit of Excellence" includes the following goals, strategies and tactics related to the Ideals of Excellence - Strategies for Our People:

1. Ideals of Excellence: To adopt and pursue Our Ideals of Excellence for Hilton Head Island.
2. Strategies for Our People:
 - 2.10 Work with partners and anchor institutions to promote opportunities that will diversify the residential population.
 - 2.10.1 Encourage development and redevelopment opportunities that help Hilton Head Island be a competitive and affordable place to live and work.

Revitalizing and Modernizing the Economy: Our Plan's Core Value "Revitalizing and Modernizing the Economy" includes the following goals, strategies and tactics related to Brand and Workforce:

3. Brand: To manage evolving economic growth while maintaining Hilton Head Island's unique aesthetic.

3.2 Monitor demographics and economic trends to manage emerging growth and changes.

3.2.2 Monitor trends in housing development to provide housing options that meet market demands.

6. Workforce: To have a high-quality, sustainable workforce.

6.1 Encourage the development of workforce housing through effective incentives.

6.1.1 Continue to pursue the recommendations from the Town's Workforce Housing Strategic Plan.

6.1.2 Identify methods to support construction of new workforce housing by 2024.

6.1.4 Consider the use of Town-owned properties, where appropriate, for future development projects or land swaps for workforce housing.

6.1.5 Review the land acquisition program to determine if a workforce housing component would be an appropriate modification going forward.

6.1.6 Monitor changing demographics and trends in housing development to allow for housing options to meet market demands.

6.1.7 Continue to educate the public on the potential impact on their daily quality of life that is directly affected by the supply or lack of workforce housing.

Fostering an Inclusive Multi-Dimensional Community: Our Plan's Core Value "Fostering an Inclusive Multi-Dimensional Community" includes the following goals, strategies and tactics related to Inclusive and Community Development:

3. Inclusive: To foster creation of sustainable, inclusive, equitable, and innovative community development on the entire Island.

Community Development: 3.7 Address housing issues by using a systematic approach that integrates economic development, transportation, and land use.

Building a Connected and Collaborative Community Fabric: Our Plan's Core Value "Building a Connected and Collaborative Community Fabric" includes the following goals, strategies and tactics related to Connected and the Built Environment:

2. Connected: To promote designs for the built environment that capitalize on our natural beauty and community strengths, reinforcing our unique sense of place.

Built Environment: 2.4 Create incentives and/or public-private partnerships for redevelopment with goals of diversity in housing types and cost, and types of transportation modes.

Innovative Approach to create ‘Right-Sized’ Infrastructure: Our Plan’s Core Value “Innovative Approach to create ‘Right-Sized’ Infrastructure” includes the following goals, strategies and tactics for Housing:

6. Housing: To promote housing options to meet the needs of all current and future populations on the Island.

6.1 Adopt policies to support the recommendations of the Town’s Workforce Housing Strategic Plan.

6.2 Continually assess development standards and building codes to ensure they encourage the development and redevelopment of needed housing.

6.2.1 Evaluate and study regulations to require or provide options for interconnection between developments, which promotes the establishment of neighborhoods, and to provide safe and convenient access to neighborhood level public facilities, particularly schools and parks.

6.3 Evaluate proposed changes to residential density to ensure they are appropriate for the character of the area and the neighboring properties.

ii. Would allow a range of uses that are compatible with the uses allowed on other property in the immediate vicinity;

This Application would allow a range of uses that are compatible with the uses allowed on other property in the immediate vicinity. The zoning for adjacent properties includes Low to Moderate Density Residential (RM-4) District to the north, Light Commercial (LC) District to the east, and Parks and Recreation (PR) District to the west and south.

Marsh Point Apartments are located to the north and within the RM-4 District. Marsh Point Apartments has 140 rental units on approximately 20 acres, which includes a 6.6-acre Santee Cooper easement. Excluding the Sante Cooper easement, March Point was developed at 10 units per acre.

RM-4 and RM-12 allow similar residential uses, such as group living, multifamily, and single-family. The other nonresidential uses include public, civic, institutional, and educational uses, which are also substantially the same in both districts.

The United States Post Office is located to the east and within the LC District. LC allows uses that are harmonious in areas adjacent to residential neighborhoods, such as public, civic, commercial services, health services, institutional, and educational uses.

The Town-owned Coastal Discovery Museum property is located to the south and within the PR District, which further supports rezoning the Northpoint tract to RM-12 as there is a supply of PR zoning in the area.

iii. Is appropriate for the land;

This Application is appropriate for the land as the Property was originally part of the Hilton Head Plantation Master Plan and identified for future development. The Property was then developed as a commercial subdivision in the late 1980s. In 2014, as part of an Island-wide Zoning Map Amendment, several Town-owned properties were rezoned into the Parks and Recreation (PR) District, including the Northpoint tract.

The existing infrastructure, including roads and utilities, makes the site well-suited for redevelopment into a residential neighborhood. Additionally, the development of workforce housing at this site is consistent with the Town's goals of promoting sustainable development and improving the quality of life for residents.

The Northpoint tract is situated along William Hilton Parkway near Gumtree Road and benefits from its proximity to jobs, community services, and public amenities, which contribute to the site's suitability for residential development. The Hilton Head Hospital, Fire Stations 4 and 5, medical offices and the Boys and Girls Club are nearby, and local schools and the Island Recreation Center are located within a mile of the Northpoint tract. Together, these businesses employ over 2,000 workers on the Island. The Marsh Point apartments are located to the north. Jarvis Creek is located to the west. The United States Post Office is located to the east. The Coastal Discovery Museum is located to the south.

iv. Addresses a demonstrated community need;

This Application addresses a demonstrated community need as Hilton Head Island's workforce housing shortage has created economic pressures on both residents and local businesses. High housing costs have resulted in much of the Island's workforce residing off-Island, leading to extended commutes, increased traffic, and reduced quality of life for workers. According to the 2020 US Census, the number of people employed on-Island that live off-Island was 14,800, which increased 26% from 2002 to 2020.

Rezoning the Property to RM-12, with bonus density up to 15 units per acre for workforce housing is supported by Town priorities as identified in The Workforce Housing Strategic Plan, Strategy #4: Establish a density bonus program. The Town should amend the Land Management Ordinance (LMO) to offer density bonus in certain zoning districts for properties that meet particular criteria (i.e., proximity to jobs, services and/or transportation) in exchange for the provision of workforce housing. The criteria for the bonus density in RM-12 is met by the properties subject to this rezoning.

The Town's Workforce Housing Development Agreement for redeveloping this Property will require environmentally sustainable design and construction, with access to high-speed internet, and best-in-class amenities and programming that prioritize the well-being and quality of life of residents.

The economic viability of this Application supports workforce retention, a crucial factor in sustaining Hilton Head Island's service-oriented economy. Northpoint will create a neighborhood with approximately 160 apartment units with walking trails, recreational areas, and community programming that will enhance the living experience and foster

residents' satisfaction for the Island's workforce, ensuring that the Island's economy remains resilient and robust.

v. Is consistent with the overall zoning program as expressed in future plans for the Town;

The purpose of the Moderate to High Density Residential (RM-12) District is to allow higher density residential uses in locations which are served by adequate infrastructure. This Application is consistent with the overall zoning program as expressed in future plans for the Town, including Our Plan, the Workforce Housing Strategic Plan and the Workforce Housing Framework.

The Town's Workforce Housing Strategic Plan strategies include the Town making some unrestricted and unprogrammed Town-owned land available for the production of workforce housing and setting clear goals and objectives in partnership with a developer that takes advantage of lower-cost land from the Town.

The Workforce Housing Framework adopted by the Town Council in November 2022 highlights the importance of public-private partnerships and innovative financing mechanisms to advance workforce housing projects. By collaborating with the private sector, the Town is ensuring the delivery of a well-designed, sustainably constructed, financially viable neighborhood that directly addresses the Island's workforce housing needs. This Application advances the strategic objectives set forth in the Workforce Housing Framework, reinforcing the Town's commitment to creating sustainable housing solutions.

The principles outlined in the Workforce Housing Framework are built on four key pillars:

Community

The Northpoint initiative reflects the community pillar by fostering a vibrant, inclusive neighborhood that provides essential workers with obtainable, high-quality housing. This development prioritizes resident well-being through thoughtfully designed amenities, including green spaces, recreational facilities, and a community center that supports social engagement and a sense of belonging.

Planning

This pillar emphasizes strategic planning to maximize land use efficiency while addressing workforce housing needs. Northpoint leverages the zoning program provided by the RM-12 District to create approximately 160 workforce rental units. The project's design incorporates sustainable features such as stormwater eco-infrastructure, bike and pedestrian friendly infrastructure, community garden, and energy-efficient construction, reflecting the framework's emphasis on environmentally conscious planning.

Management

Long-term operational sustainability is central to the management pillar. The project includes covenants to ensure that the Property remains affordable to the Island's workforce in perpetuity. The Workforce Housing Development Agreement requires professional property management with programming and amenities that prioritize the well-being of residents. The Development Agreement also requires annual income and employment verification to ensure residents continue to qualify to live at Northpoint.

Revenue

By utilizing a public-private partnership model, the Town is optimizing its resources to support the project while securing long-term affordability for residents who work on Hilton Head Island. The Town's contribution of a 65-year ground lease, American Rescue Plan Act (ARPA) grant funding, and zoning entitlements exemplifies the revenue pillar's focus on leveraging public and private investments to deliver workforce housing.

vi. Would avoid creating an inappropriately isolated zoning district unrelated to adjacent and surrounding zoning districts;

This Application will not create an inappropriately isolated zoning district unrelated to adjacent and surrounding zoning. The zoning of nearby properties includes Low to Moderate Density Residential (RM-4), Light Commercial (LC) and Parks and Recreation (PR).

The purpose of the Low to Moderate Density Residential (RM-4) District is to protect and preserve the character of these areas and neighborhoods. This district is used to encourage a variety of residential opportunities, including multifamily residential units, single-family residences, group living and workforce housing. The regulations of the district are intended to discourage development that would substantially interfere with, or be detrimental to, residential character. Residential density within the RM-4 District ranges from 4 units per acre to 8 units per acre based on the size of the property, and up to 12 units per acre for eligible workforce housing developments.

The purpose of the Light Commercial (LC) District is to provide light commercial uses such as offices, banks, restaurants, and lower intensity retail sales and services uses. Permitted uses are generally auto-oriented and easily accessed.

The purpose of the Parks and Recreation (PR) District is to accommodate and manage land uses allowed on publicly held land used for active or passive recreation purposes, or publicly owned land preserved in its natural state for public enjoyment. Development in this district shall be allowed and designed to minimize, as much as possible, its impact on both the natural environment and the community.

The purpose of the Moderate to High Density Residential (RM-12) District is to allow higher density residential uses in locations which are served by adequate infrastructure, while maintaining the character of these areas and neighborhoods. This district is used to encourage a variety of residential opportunities, including multifamily residential units,

single-family residences, and group living. The regulations of this district are intended to discourage development that would substantially interfere with, or be detrimental to, moderate to high density residential character.

Rezoning the sixteen subject parcels to RM-12, which is located adjacent to RM-4, LC and PR zoned property, will not create an isolated zoning district unrelated to adjacent and surrounding zoning because of the complementary nature of the residential zoning to the surrounding multifamily residential, commercial and park properties.

vii. Would allow the subject property to be put to a reasonably viable economic use;

This Application will enable the subject property to be put to a reasonably viable economic use as the Island's demographics, economic demands, and housing needs have shifted in recent years. Hilton Head Island has experienced rising housing costs and increased demand for workers in critical sectors. According to the Conditions and Trends Assessment adopted by Town Council in 2024, "the total number of households did increase 24% from 2000 to 2020, but the makeup of these households is smaller and older." Family sizes on the Island are decreasing faster than in the county and the state. Hiring challenges on the Island are growing as housing costs are rising, and with more employment opportunities emerging in Beaufort and Jasper Counties. The median home price on Hilton Head Island in October 2024 was \$789,000, outperforming the county median by more than \$200,000.

Rezoning the Northpoint tract to RM-12 is a direct response to a growing community need for workforce housing. The project supports the Island's economy by making it feasible for essential workers to live on the Island. By providing high-quality rental units tailored to workforce needs, Northpoint alleviates these pressures, enabling more employees to live in the community where they work, fostering community stability.

viii. Would result in development that can be served by available, adequate, and suitable public facilities (e.g., streets, potable water, sewerage, stormwater management); and

This Application will result in development that can be served by available, adequate, and suitable public facilities as the Property was originally developed as a commercial subdivision in the 1980s. The existing infrastructure, including roads and utilities, makes the site ideal for redevelopment into a residential neighborhood. Additionally, the development of workforce housing at this site is consistent with the Town's goals of promoting sustainable development and improving the quality of life for residents.

ix. Is appropriate due to any changed or changing conditions in the affected area.

This Application is submitted in response to the evolving conditions and needs of the affected area. The Northpoint tract, initially part of the Hilton Head Plantation Master Plan in 1984, was identified for future development. In the late 1980s, it was developed as a commercial subdivision, but in the 1990s, the South Carolina Department of Transportation (SCDOT) acquired the property to facilitate the construction of the Cross Island Parkway.

The Town acquired the Northpoint tract from SCDOT in two separate purchases between 1997 and 1999, using Real Estate Transfer Fee funds totaling approximately \$1.4 million. At that time, the Northpoint subdivision was zoned as Office/Institutional (OL).

In 2014, as part of an Island-wide Zoning Map Amendment, several Town-owned properties, including the Northpoint tract, were reclassified into the Parks and Recreation (PR) District. With its existing infrastructure, the site is well-positioned for redevelopment into a residential neighborhood. This further supports the case for rezoning the property to the RM-12 District, enabling the creation of a neighborhood that complements the area's growth and demand for residential housing.

Conclusion

The Town is seeking to amend the Official Zoning Map to change the base zoning of the Northpoint tract from the Parks and Recreation (PR) District to the Moderate to High Density Residential (RM-12) District. This proposed zoning change will facilitate the redevelopment of the property for workforce housing through a public-private partnership. The amendment aligns with the Town's goals to address the growing demand for workforce housing while utilizing the property's existing infrastructure to create a sustainable and vibrant residential neighborhood.

TOWN OF HILTON HEAD ISLAND

One Town Center Court, Hilton Head Island, S.C. 29928

(843) 341-4600 Fax (843) 842-7728

www.hiltonheadislandsc.gov

Alan R. Perry
Mayor

Alexander Brown, Jr.
Mayor ProTem

Council Members

Patsy Brison
Steve DeSimone
Tamara Becker
Steve Alfred
Melinda Tunner

Marc Orlando
Town Manager

February 21, 2025

RE: Notice of Public Hearing – Northpoint Zoning Map Amendment (ZMA)

Dear Property Owner,

The Town of Hilton Head Island Planning Commission will hold a public hearing on Wednesday, March 19, 2025, at 2:00 p.m. in the Town Government Center, Benjamin M. Racusin Council Chambers, One Town Center Court, Hilton Head Island, South Carolina.

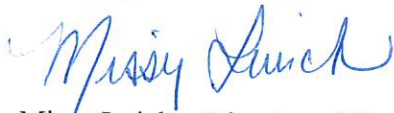
ZA-000023-2025: **Public Hearing** for a request from the Town of Hilton Head Island to amend the Official Zoning Map to change the base zoning of the Town-owned properties identified on Beaufort County Tax District R510, Map 7, Parcel Numbers 121, 219, 230, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, and 265, from the Parks and Recreation (PR) District to the Moderate to High Density Residential (RM-12) District.

This notice is sent in compliance with the Land Management Ordinance (LMO) Section 16-2-102E.2e.ii, requiring notification to all landowners within 350 feet of the parcels being considered for rezoning. The subject properties are the location for the Northpoint Workforce Housing Public-Private Partnership which aims to address the need for workforce housing by providing approximately 160 residential rental units with best-in-class amenities to serve the Hilton Head Island's essential workforce.

Interested persons may appear, speak and submit evidence or comments at the public hearing. For additional information or to submit comments prior to the public hearing, please call the Planning Department at (843) 341-4757.

Thank you for your attention. Your participation in the public hearing is encouraged, and we look forward to your input.

Sincerely,



Missy Luick – Director of Planning

MissyL@hiltonheadislandsc.gov

(843) 341-4693

Enclosure: Location Map on back of page



Town of Hilton Head Island Zoning Map Amendment Location Map Northpoint Town-owned Property

December, 2024





Northpoint Housing Public-Private Partnership Parcels
Parcels



TOWN OF HILTON HEAD ISLAND
ONE TOWN CENTER COURT
HILTON HEAD ISLAND, S.C. 29928
PHONE (843) 341-4600
Date Created: Wednesday, January 22, 2025

Town of Hilton Head Island

Northpoint Workforce Housing Zoning Map

January, 2025

2,000 1,000 0 2,000 4,000 6,000 Feet

Attachment C, Northpoint Vicinity Zoning Map



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.

Attachment D, Survey of Northpoint

PROPERTY INFORMATION:
TAX CARD INFORMATION & ACRES SHOWN BELOW
CORRESPOND TO LOT TMS #s DEPICTED ON SURVEY

N/F
TOWN OF HILTON HEAD ISLAND SC
TMS R510 007 000 0121 0000
PB: 35 PG: 68
DB: 1577 PG: 1307
TOTAL ACRES
58,891 SF
1.352 AC
UPLAND:
54,686 SF
1.255 AC
WETLAND:
4,205 SF
0.097 AC

N/F
TOWN OF HILTON HEAD ISLAND
(LOT-17)
TMS R510 007 000 0243 0000
PB: 35 PG: 68
PB: 64 PG: 4
DB: 1577 PG: 1307
36,765 SF
0.844 AC

N/F
TOWN OF HILTON HEAD ISLAND
(LOT-7)
TMS R510 007 000 0233 0000
PB: 35 PG: 68
PB: 64 PG: 4
DB: 1577 PG: 1307
25,557 SF
0.587 AC

N/F
TOWN OF HILTON HEAD ISLAND
(LOT-4)
TMS R510 007 000 0230 0000
PB: 35 PG: 68
PB: 64 PG: 4
DB: 1577 PG: 1307
32,838 SF
0.754 AC

N/F
TOWN OF HILTON HEAD ISLAND
(LOT-10)
TMS R510 007 000 0236 0000
PB: 35 PG: 68
PB: 64 PG: 4
DB: 1577 PG: 1307
21,607 SF
0.496 AC

N/F
TOWN OF HILTON HEAD ISLAND
(LOT-12)
TMS R510 007 000 0238 0000
PB: 35 PG: 68
PB: 64 PG: 4
DB: 1577 PG: 1307
20,486 SF
0.470 AC

N/F
TOWN OF HILTON HEAD ISLAND
(LOT-16)
TMS R510 007 000 0242 0000
PB: 35 PG: 68
PB: 64 PG: 4
DB: 1577 PG: 1307
30,058 SF
0.690 AC

N/F
TOWN OF HILTON HEAD ISLAND
(LOT-14)
TMS R510 007 000 0240 0000
PB: 35 PG: 68
PB: 64 PG: 4
DB: 1577 PG: 1307
28,228 SF
0.648 AC

N/F
TOWN OF HILTON HEAD ISLAND
(LOT-6)
TMS R510 007 000 0232 0000
PB: 35 PG: 68
PB: 64 PG: 4
DB: 1577 PG: 1307
25,517 SF
0.586 AC

N/F
TOWN OF HILTON HEAD ISLAND
(LOT-3)
TMS R510 007 000 0219 0000
PB: 35 PG: 68
PB: 64 PG: 4
DB: 1577 PG: 1307
21,500 SF
0.589 AC

N/F
TOWN OF HILTON HEAD ISLAND
(LOT-11)
TMS R510 007 000 0237 0000
PB: 35 PG: 68
PB: 64 PG: 4
DB: 1577 PG: 1307
21,266 SF
0.488 AC

N/F
TOWN OF HILTON HEAD ISLAND
(LOT-13)
TMS R510 007 000 0239 0000
PB: 35 PG: 68
PB: 64 PG: 4
DB: 1577 PG: 1307
25,918 SF
0.595 AC

N/F
TOWN OF HILTON HEAD ISLAND
(LOT-15)
TMS R510 007 000 0241 0000
PB: 35 PG: 68
PB: 64 PG: 4
DB: 1577 PG: 1307
30,011 SF
0.689 AC

N/F
TOWN OF HILTON HEAD ISLAND
(LOT-8)
TMS R510 007 000 0234 0000
PB: 35 PG: 68
PB: 64 PG: 4
DB: 1577 PG: 1307
25,518 SF
0.587 AC

N/F
BROAD CREEK PUBLIC SERVICE DISTRICT
HILTON HEAD #1 PSD
TMS R510 007 000 0231 0000
PB: 35 PG: 68
PB: 64 PG: 4
DB: 1577 PG: 1206
44,533 SF
1.025 AC

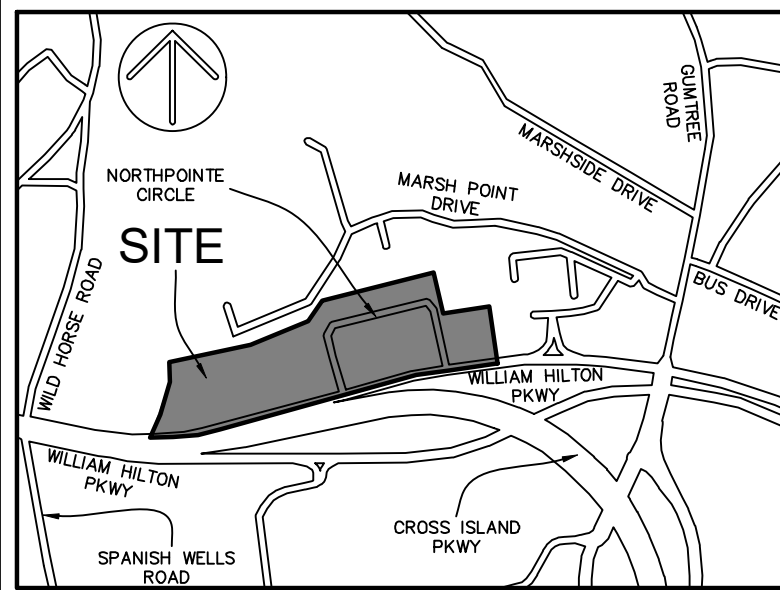
N/F
TOWN OF HILTON HEAD ISLAND
(LOT-9)
TMS R510 007 000 0235 0000
PB: 35 PG: 68
PB: 64 PG: 4
DB: 1577 PG: 1307
21,500 SF
0.494 AC

N/F
TOWN OF HILTON HEAD ISLAND
(LOT-13)
TMS R510 007 000 0239 0000
PB: 35 PG: 68
PB: 64 PG: 4
DB: 1577 PG: 1307
25,918 SF
0.595 AC

WETLAND LINE TABLE		
LABEL	BEARING	DISTANCE
LW1	N70°21'31"E	29.45'
LW2	N52°17'15"E	43.43'
LW3	N18°09'57"E	35.74'
LW4	N01°21'46"E	56.72'
LW5	N15°48'48"W	39.04'
LW6	N12°15'06"W	35.37'
LW7	N29°20'25"W	24.64'
LW8	N29°20'25"W	5.07'

LINE TABLE		
LABEL	BEARING	DISTANCE
L1	N 04°00'35" W	4.54'
L2	N 72°12'52" E	17.80'
L3	N 39°29'18" W	19.20'
L4	N 76°42'02" E	18.01'
L5	N 50°50'57" E	15.04'
L6	N 71°34'25" E	21.12'
L7	N 08°28'44" W	14.27'
L8	N 41°20'34" E	11.62'
L9	N 54°52'27" E	13.31'
L10	N 22°50'58" E	16.80'
L11	N 08°50'55" W	21.12'
L12	N 20°12'33" E	25.65'
L13	N 28°39'36" W	21.27'
L14	N 49°16'57" W	25.38'
L15	N 16°04'12" E	26.16'
L16	N 41°15'16" W	21.15'
L17	N 16°08'07" E	32.99'
L18	N 10°47'14" W	24.90'
L19	N 18°40'18" W	16.98'

CURVE TABLE		
LABEL	RADIUS	ARC CHORD BEARING DELTA
C1	2949.79'	217.15' S 82°37'14" W 41°30'04"
C2	2949.79'	217.15' S 77°13'12" W 22°51'18"
C3	20.00'	31.41' S 28°28'26" E 89°58'58"
C4	20.00'	31.41' S 28°28'26" E 89°58'58"
C5	1322.39'	99.21' S 78°50'53" W 41°7'55"
C6	1322.39'	425.54' S 89°47'02" W 18°26'16"



VICINITY MAP NOT TO SCALE

NOTES

- FULL LEGEND, LINE & CURVE TABLES, PROPERTY INFORMATION & ACREAGE CHART, AND SURVEY DATA ARE LOCATED ON COVER SHEET.
- THESE PARCELS APPEAR TO LIE IN MULTIPLE FLOOD ZONES: X (0.2% CHANCE), AND AE (ELEVATION 8'), COMMUNITY 450250 (TOWN OF HILTON HEAD ISLAND), MAP NUMBER 4501300453G.
- CONTOURS ARE IN ONE FOOT INTERVALS. TREE SIZES SHOWN ARE IN INCHES OF DIAMETER.
- VERTICAL DATUM IS NAVD 88.
- BUILDING SETBACK REQUIREMENTS SHOULD BE VERIFIED WITH THE PROPER AUTHORITIES PRIOR TO DESIGN AND CONSTRUCTION.
- HORIZONTAL DATUM IS SOUTH CAROLINA STATE PLANE GRID (NAD 83).
- THE EXISTENCE AND LOCATION OF THE SURFACE AND SUB-SURFACE UTILITIES SHOWN HEREON ARE BASED UPON AVAILABLE RECORDS AND SURFACE VISIBLE FEATURES ALONG WITH ELECTRONIC AND ACoustical EVIDENCE AS OF APRIL 28, 2022. THE EXTENT AND LIABILITY OF THIS INFORMATION IS LIMITED TO THE STANDARDS OF CARE FOR A SPECIFIC UTILITY INVESTIGATION AS DEFINED BY THE AMERICAN SOCIETY OF CIVIL ENGINEERS (ASCE) PUBLICATION 38-02. THE EXACT LOCATION AND DEPTH OF UNDERGROUND UTILITIES CANNOT BE DETERMINED WITHOUT EXPOSING THEM IN SOME WAY. PRIOR TO CONSTRUCTION OR EXCAVATION, IT IS REQUIRED BY LAW TO CONTACT THE STATE 811 UTILITY PROTECTION CENTER.



PREPARED FOR:
THE TOWN OF HILTON HEAD
AN AS-BUILT / TREE AND TOPOGRAPHIC SURVEY OF
NORTH POINTE CIRCLE &
WILLIAM HILTON PARKWAY

TAX PARCEL Nos.
R510 007 000 0121 0000
R510 007 000 0219 0000
R510 007 000 0230 0000
R510 007 000 0233 0000
R510 007 000 0234 0000
R510 007 000 0235 0000
R510 007 000 0236 0000
R510 007 000 0237 0000
R510 007 000 0238 0000
R510 007 000 0239 0000
R510 007 000 0240 0000
R510 007 000 0241 0000
R510 007 000 0242 0000
R510 007 000 0243 0000
&
R510 007 000 0265 0000

HILTON HEAD ISLAND
BEAUFORT COUNTY, SOUTH CAROLINA

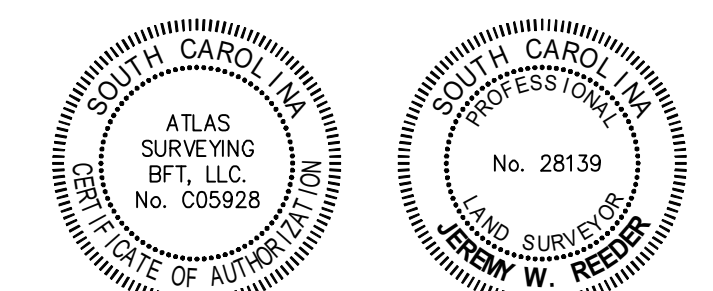
FIELD WORK: JLG
FIELD CHECK: JRG
DRAWN BY: JRG
DATE: 01-18-2023
SCALE: 1"=60'
PROJECT NO.: BPT-22090
FILED: 22090 ATI REVING

COVER SHEET

ATLAS

SURVEYING, INC.

168 BOARDWALK DRIVE, SUITE A.
RIDGELAND, SC 29936.
PHONE: (843) 645-9277
WEBSITE: WWW.ATLASSURVEYING.COM



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

No. 28139

JEREMY W. REEDER
S.C.P.L.S. No. 28139
NOT VALID UNLESS CRIMPED WITH SEAL

THE AREA SHOWN ON THIS PLAN IS A REPRESENTATION OF DEPARTMENT (SCDHEC ORCM) PERMIT AUTHORITY ON THE SUBJECT PROPERTY. CRITICAL AREAS BY THEIR NATURE ARE DYNAMIC AND SUBJECT TO CHANGE OVER TIME. BY DELINEATING THE PERMIT AUTHORITY OF SCDHEC ORCM, SCDHEC ORCM IN NO WAY WAIVES ITS RIGHT TO ASSERT PERMIT JURISDICTION AT ANY TIME IN ANY CRITICAL AREA ON THE SUBJECT PROPERTY, WHETHER SHOWN HEREON OR NOT.

Signature: [Signature]
DATE: 8/17/2023

The critical line shown on this plan is valid for five years from the date of this signature, subject to the cautionary language above.

SURVEY DATA

TOTAL AREA: 12.132 ACRES
ERROR OF PLAT CLOSURE: 1 IN 144,557
ERROR OF FIELD CLOSURE: 1 IN 131,000
ANGULAR ERROR: X" PER ANGLE POINT
ADJUSTED BY: NO ADJUSTMENT
EQUIPMENT USED: TOPCON PS ROBOTIC TOTAL STATION
FIELD WORK COMPLETED ON: 05-12-2022

LEGEND

- △ CALC POINT - CORNER NOT SET
- CMF ■ CONC. MONUMENT FOUND
- CMFD ■ CONC. MONUMENT FOUND DISTURBED
- RBF ● IRON REBAR FOUND
- RMWF ■ RIGHT-OF-WAY CONC. MONUMENT FOUND
- RMWFD ■ RIGHT-OF-WAY CONC. MONUMENT FOUND DISTURBED
- CCB ■ CABLE JUNCTION BOX
- EC ■ ELECTRIC STUBOUT
- FD ■ FIRE HYDRANT
- GI ■ GRATE INLET
- SD ■ STORM DRAIN MANHOLE
- X12.9 ■ SPOT ELEVATION
- GN ■ SIGN
- SPGOT ■ SPIGOT
- SS ■ SANITARY SEWER LATERAL OR STUBOUT

LEGEND

- SM ■ SANITARY SEWER MANHOLE
- TEJ ■ TELEPHONE JUNCTION BOX
- TM ■ TELEPHONE MANHOLE
- TEF ■ TRANSFORMER-ELECTRIC
- US ■ UNDERGROUND SEWER MARKER
- WM ■ WATER MANHOLE
- WV ■ WATER VALVE
- WP ■ WOOD POST
- MG ■ MARSHGRASS
- SC ■ SUGAR BERRY
- TL ■ TREE LUMB
- BIR ■ BIRCH
- BG ■ BLACK GUM
- CED ■ CEDAR
- CH ■ CHERRY

LEGEND

- G ■ SWEET GUM
- LA ■ LAUREL OAK
- LO ■ LIVE OAK
- MAP ■ RED MAPLE
- MAG ■ MAGNOLIA
- MIM ■ MIMOSA
- P ■ PINE
- PA ■ PALMETTO
- RO ■ RED OAK
- SB ■ SUGAR BERRY
- SCO ■ SWAMP CHESTNUT OAK
- SYC ■ SYCAMORE
- TA ■ TALLOW
- WO ■ WATER OAK
- WXM ■ WAX MYRTLE

LEGEND - ADDED

- △ WETLAND FLAG
- WETLAND LINE
- W WETLANDS

REVISIONS

- ADDED WETLAND FLAGS AND WETLANDS TO SURVEY ON 1-22-2024.
- ADDED TREE CANOPY OF 30" LAUREL OAK TO SURVEY ON 5-16-2024.

NOTES - ADDED

- WETLANDS WERE FLAGGED BY RESOURCE LAND CONSULTANTS ON DECEMBER 14, 2023.

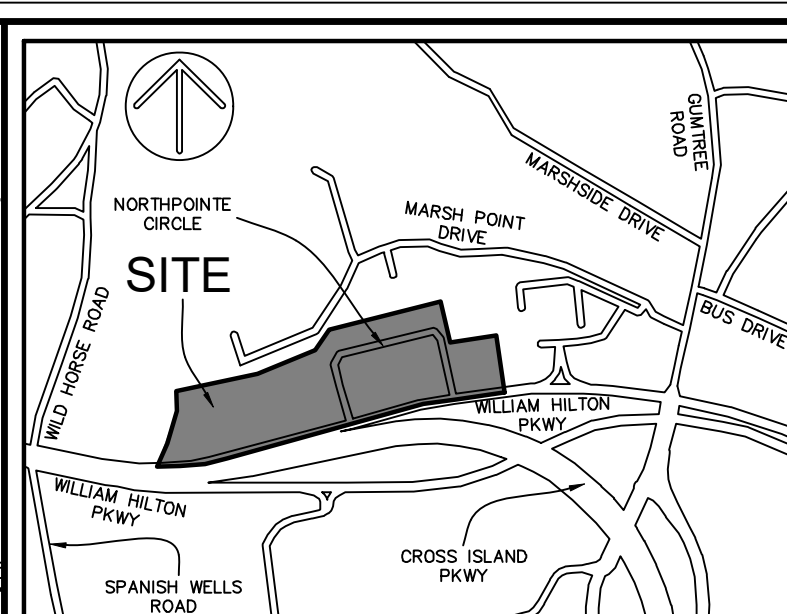
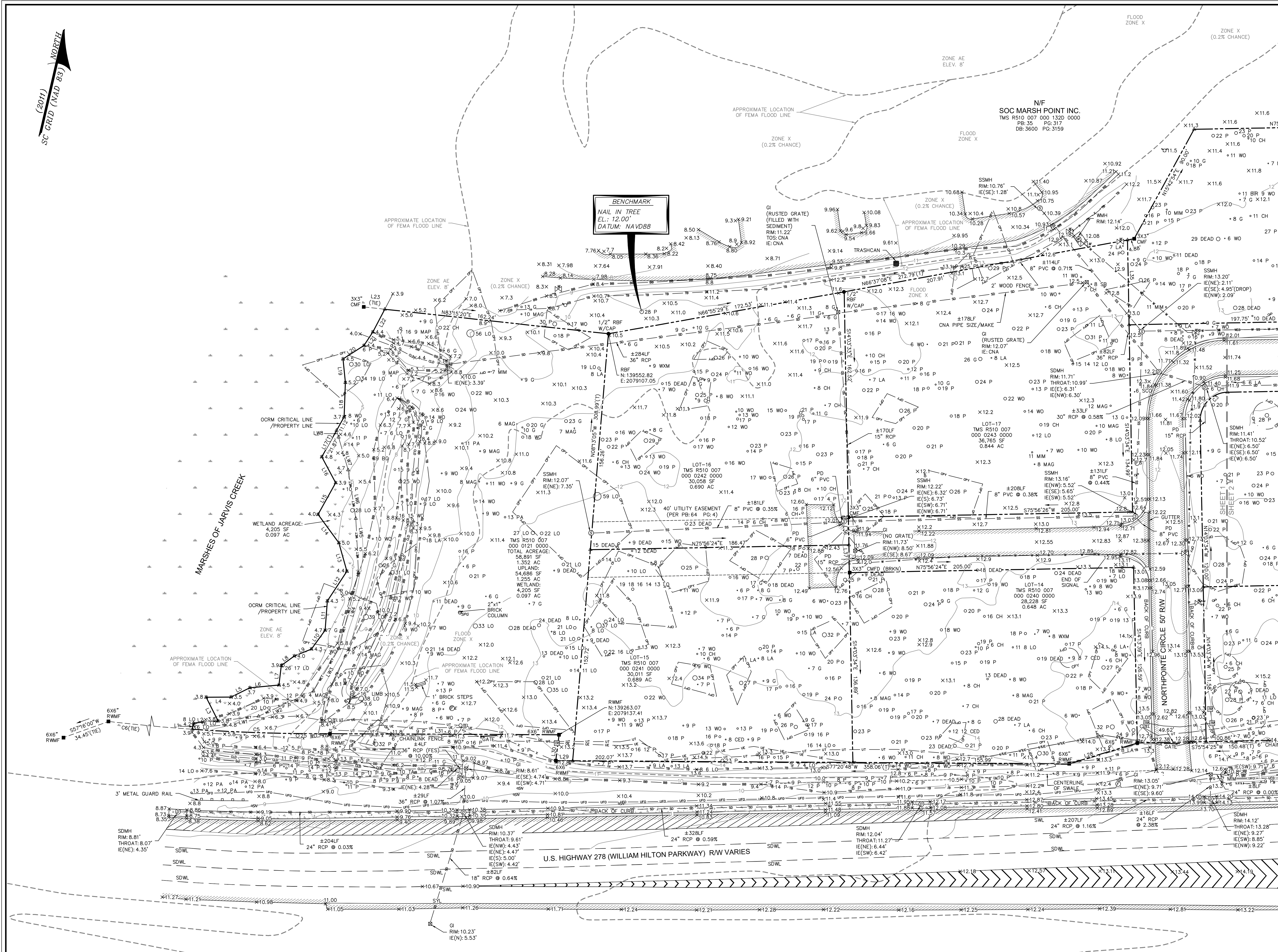
LEGEND

- BOC ■ BACK OF CURB
- BSL ■ BUILDING SETBACK LINE
- CNA ■ COULD NOT ACCESS
- CMP ■ CORRUGATED METAL PIPE
- IE ■ INVERT ELEVATION
- ID ■ PIPE DIRECTION
- PVC ■ POLYVINYL CHLORIDE PIPE
- RCF ■ REINFORCED CONCRETE PIPE
- RCP FES ■ REINFORCED CONCRETE PIPE FLARED END SECTION
- TOP ■ TOP OF SEDIMENT
- OCRM ■ OCEAN & COASTAL RESOURCE MANAGEMENT
- SBA ■ STOP BAR
- SOWL ■ SINGLE DASHED WHITE LINE
- SYL ■ SINGLE YELLOW LINE (SOLID)
- SWL ■ SINGLE WHITE LINE (SOLID)

LEGEND

- ■ CONTOUR LINE
- BO ■ BOTTOM OF BANK
- CLD ■ CENTERLINE OF DITCH
- X ■ FENCE LINE
- TB ■ TOP OF BANK
- OPY ■ TREE CANOPY
- UD ■ UNDERGROUND DRAINAGE LINE
- UE ■ UNDERGROUND ELECTRICAL LINE
- UF ■ UNDERGROUND FIBER OPTICS LINE
- US ■ UNDERGROUND SEWER LINE
- UT ■ UNDERGROUND TELEPHONE
- UW ■ UNDERGROUND WATER LINE
- CON ■ CONCRETE
- EP ■ EDGE OF PAVEMENT
- RIP-RAP ■ RIP-RAP

(2011)
SC GRID (NAD 83)
NORTH



VICINITY MAP NOT TO SCALE

NOTES

1. FULL LEGEND, LINE & CURVE TABLES, PROPERTY INFORMATION & ACREAGE CHART, AND SURVEY DATA ARE LOCATED ON COVER SHEET.
2. THESE PARCELS APPEAR TO LIE IN MULTIPLE FLOOD ZONES: X, X (0.2% CHANCE), AND AE (ELEVATION 8'), COMMUNITY 450250 (TOWN OF HILTON HEAD ISLAND), MAP NUMBER 4501300453G.
3. CONTOURS ARE IN ONE FOOT INTERVALS. TREE SIZES SHOWN ARE IN INCHES OF DIAMETER.
4. VERTICAL DATUM IS NAVD 88.
5. BUILDING SETBACK REQUIREMENTS SHOULD BE VERIFIED WITH THE PROPER AUTHORITIES PRIOR TO DESIGN AND CONSTRUCTION.
6. HORIZONTAL DATUM IS SOUTH CAROLINA STATE PLANE GRID (NAD 83).
7. THE EXISTENCE AND LOCATION OF THE SURFACE AND SUB-SURFACE UTILITIES SHOWN HEREON ARE BASED UPON AVAILABLE RECORDS AND SURFACE VISIBLE FEATURES ALONG WITH ELECTRONIC AND ACoustical EVIDENCE AS OF APRIL 28, 2022. THE EXTENT AND LIABILITY OF THIS INFORMATION IS LIMITED TO THE STANDARDS OF CARE FOR A SPECIFIC UTILITY INVESTIGATION AS DEFINED BY THE AMERICAN SOCIETY OF CIVIL ENGINEERS (ASSE) PUBLICATION 38-02. THE EXACT LOCATION AND DEPTH OF UNDERGROUND UTILITIES CANNOT BE DETERMINED WITHOUT EXPOSING THEM IN SOME WAY. PRIOR TO CONSTRUCTION OR EXCAVATION, IT IS REQUIRED BY LAW TO CONTACT THE STATE 811 UTILITY PROTECTION CENTER.



PREPARED FOR:
THE TOWN OF HILTON HEAD
AN AS-BUILT / TREE AND TOPOGRAPHIC SURVEY OF
NORTH POINT CIRCLE &
WILLIAM HILTON PARKWAY

TAX PARCEL Nos.
R510 007 000 0121 0000
R510 007 000 0219 0000
R510 007 000 0230 0000
R510 007 000 0233 0000
R510 007 000 0234 0000
R510 007 000 0235 0000
R510 007 000 0236 0000
R510 007 000 0237 0000
R510 007 000 0238 0000
R510 007 000 0239 0000
R510 007 000 0240 0000
R510 007 000 0241 0000
R510 007 000 0242 0000
R510 007 000 0243 0000
R510 007 000 0265 0000

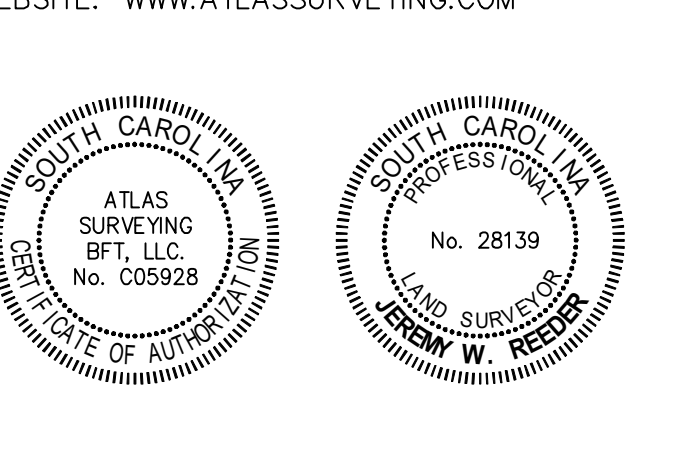
HILTON HEAD ISLAND
BEAUFORT COUNTY, SOUTH CAROLINA

FIELD WORK: JLG
FIELD CHECK: JRG
DATE: 01-16-2025
DRAWN BY: JRG
SCALE: 1"=30'
PROJECT No.: BPT-22090
FILED-22090 ATI REVIEW

SHEET 1 OF 2

ATLAS
SURVEYING, INC.

168 BOARDWALK DRIVE, SUITE A.
RIDGELAND, SC 29936.
PHONE: (843) 645-9277
WEBSITE: WWW.ATLASSURVEYING.COM



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

Jeremy W. Reeder
S.C.P.L.S. No. 28139
NOT VALID UNLESS CRIMPED WITH SEAL

Attachment E, Use Table Comparison Chart

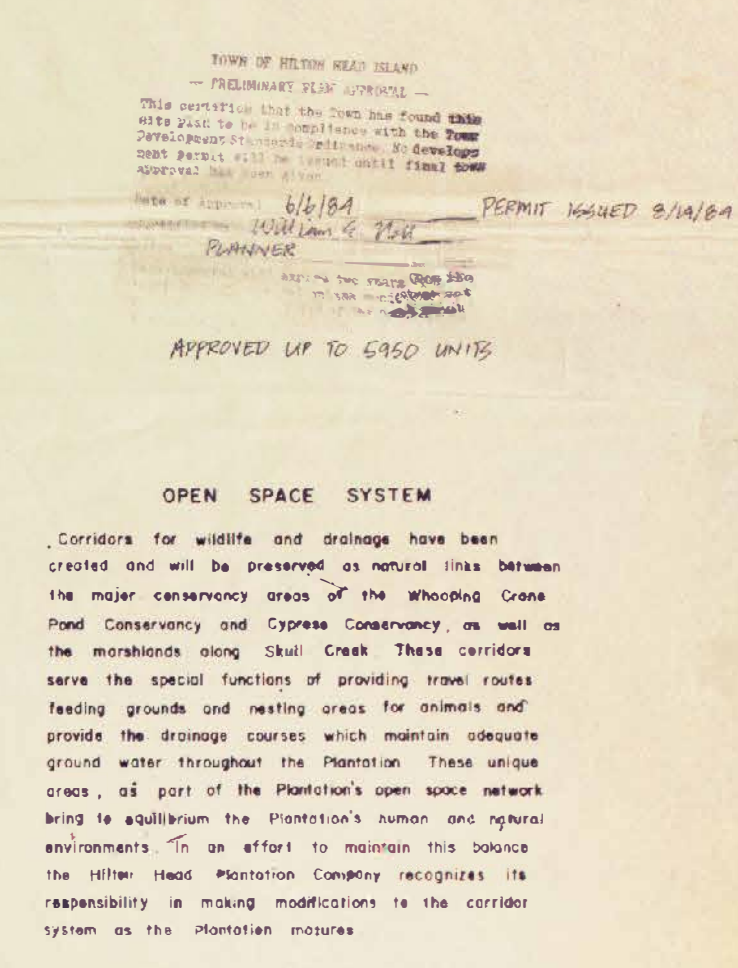
Existing Use (PR Parks and Recreation District) to Proposed Use (RM-12 Moderate to High Density Residential District)

(CURRENT) PR Parks and Recreation District	(PROPOSED) RM-12 Moderate to High Density Residential District
Allowable Principal Uses	
Residential Uses	
N/A	Family Compound
	Family Subdivision
	Group Living
	Multifamily
	Recreational Vehicle
	Single-Family
	Workforce Housing (subject to LMO amendment)
Public, Civic, Institutional, and Educational Uses	
Cemeteries	Community Service Uses
Community Service Uses	Government Uses
Government Uses	Major Utilities
Major Utilities	Minor Utilities
Minor Utilities	Public Parks
Public Parks	Religious Institutions
Religious Institutions	Telecommunication Antenna, Collocated or Building Mounted
Telecommunication Antenna, Collocated or Building Mounted	Telecommunication Towers, Monopole
Telecommunication Towers, Monopole	
Commercial Services	
Open Air Sales	N/A
Other Uses	
Agriculture Uses	Agriculture Uses
Boat Ramps, Docking Facilities, and Marinas	
Development Form Standards	
Max. Density (Per Net Acre)	
All Development 6,000 GFA	Residential 12 dwelling units
	Nonresidential 6,000 GFA

Attachment E, Use Table Comparison Chart

Existing Use (PR Parks and Recreation District) to Proposed Use (RM-12 Moderate to High Density Residential District)

Lot Coverage	
Max. Impervious Cover 45 percent	Max. Impervious Cover for All Development Except Single-Family 35 percent
	Min. Open Space for Major Residential Subdivisions 16 percent
Max. Building Height	
All Development 35 feet	All Development 45 feet
Table Notes:	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	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. Each adjacent parcel abutting the Town right-of-way acquired under the Town's Dirt Road Paving Program shall be permitted to develop to its full density potential based on the size of the parcel prior to the establishment of the Town right-of-way. See Section 16-5-105.D for additional details.
	2. Density for development that includes Workforce Housing shall be determined based on Sec. 16-4-105.A.

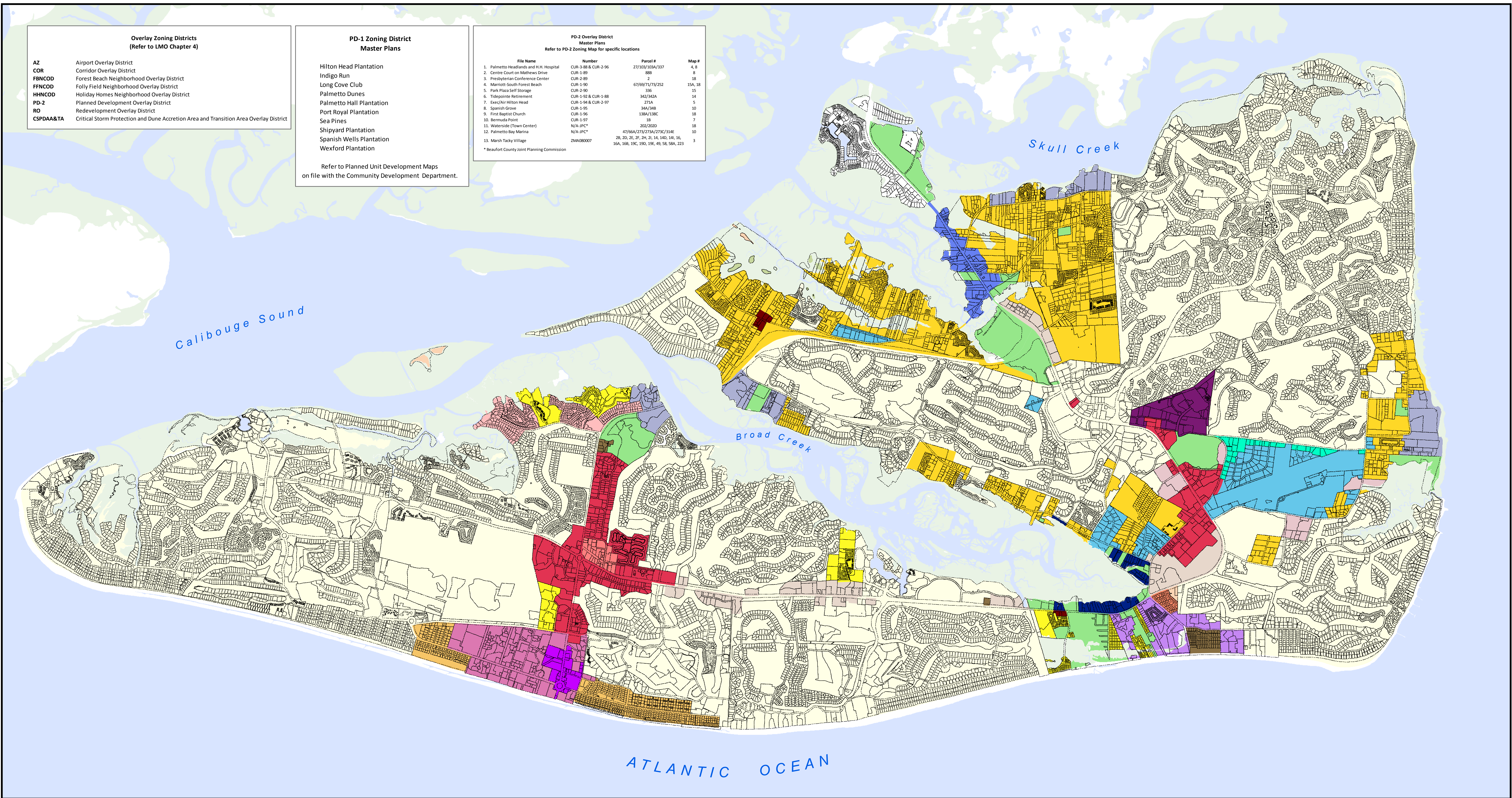


HILTON HEAD PLANTATION
HILTON HEAD ISLAND, SOUTH CAROLINA 29928

Overlay Zoning Districts (Refer to LMO Chapter 4)	
AZ	Airport Overlay District
COR	Corridor Overlay District
FBNCOD	Forest Beach Neighborhood Overlay District
FFNCOD	Folly Field Neighborhood Overlay District
HHNCOD	Holiday Homes Neighborhood Overlay District
PD-2	Planned Development Overlay District
RO	Redevelopment Overlay District
CSPDAA&TA	Critical Storm Protection and Dune Accretion Area and Transition Area Overlay District

PD-1 Zoning District Master Plans	
Hilton Head Plantation	
Indigo Run	
Long Cove Club	
Palmetto Dunes	
Palmetto Hall Plantation	
Port Royal Plantation	
Sea Pines	
Shipyards Plantation	
Spanish Wells Plantation	
Wexford Plantation	
Refer to Planned Unit Development Maps on file with the Community Development Department.	

PD-2 Overlay District Master Plans Refer to PD-2 Zoning Map for specific locations			
File Name	Number	Parcel #	Map #
1. Palmetto Headlands and H.H. Hospital	CUR-3-88 & CUR-2-96	27/103/103A/337	4, 8
2. Centre Court on Mathews Drive	CUR-1-89	888	8
3. Presbyterian Conference Center	CUR-2-89	2	18
4. Marriott-South Forest Beach	CUR-1-90	67/68/71/73/252	15A, 18
5. Park Plaza Self Storage	CUR-2-90	336	15
6. Tidewater Retirement	CUR-1-92 & CUR-1-88	342/342A	14
7. Exec/Air Hilton Head	CUR-1-94 & CUR-2-97	271A	5
8. Spanish Grove	CUR-1-95	34A/34B	10
9. First Baptist Church	CUR-1-96	138A/138C	18
10. Bermuda Point	CUR-1-97	18	7
11. Waterside (Town Center)	N/A-JPC*	202/2020	18
12. Palmetto Bay Marina	N/A-JPC*	47/66A/278/279A/279C/314E 28, 20, 22, 27, 29, 30, 3A, 34D, 34E, 35, 16A, 16B, 16C, 19D, 19E, 49, 58, 58A, 223	10
13. Marsh Tacky Village	ZMA080007		3
* Beaufort County Joint Planning Commission			



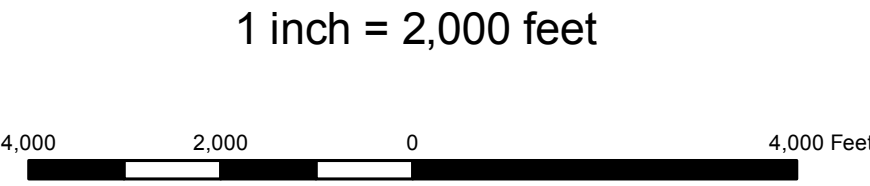
Town of Hilton Head Island

OFFICIAL ZONING DISTRICT MAP

Effective Date*: July 21, 1998
Last Update**: June 15, 2010

* Effective Date is the most recent date the entire Zoning Map was adopted by Town Council.
** Last Update date is the most recent date any amendments to the Zoning District Map were adopted by Town Council.

Note:
The Official Zoning Map is composed of this Official Zoning District Map, the Overlay Zoning District Maps, the Ten PUD Maps and the Official Street Map. This Official Zoning District Map is therefore one component of the Official Zoning Map.



RESIDENTIAL ZONING DISTRICTS

RS-2	SINGLE FAMILY
RS-3	SINGLE FAMILY
RS-4	SINGLE FAMILY
RS-5	SINGLE FAMILY
RS-6	SINGLE FAMILY
RM-4	LOW TO MODERATE DENSITY
RM-8	MODERATE DENSITY
RM-12	MODERATE TO HIGH DENSITY

COMMERCIAL ZONING DISTRICTS

OL	OFFICE/INSTITUTIONAL LOW DENSITY
OM	OFFICE/INSTITUTIONAL MODERATE DENSITY
OCIL	OFFICE LIGHT COMMERCIAL LIGHT INDUSTRIAL
NC	NEIGHBORHOOD COMMERCIAL
CC	COMMERCIAL CENTER
IL	LIGHT INDUSTRIAL COMMERCIAL DISTRIBUTION
DCW	DUNNAGANS COMMERCIAL WALKING
CCW	COLIGNY COMMERCIAL WALKING

MIXED USE ZONING DISTRICTS

PD-1	PLANNED DEVELOPMENT
MMU	MARSHFRONT MIXED USE
SMU	STONEY MIXED USE
WMU	WATER-ORIENTED MIXED USE

RESORT DEVELOPMENT ZONING DISTRICTS

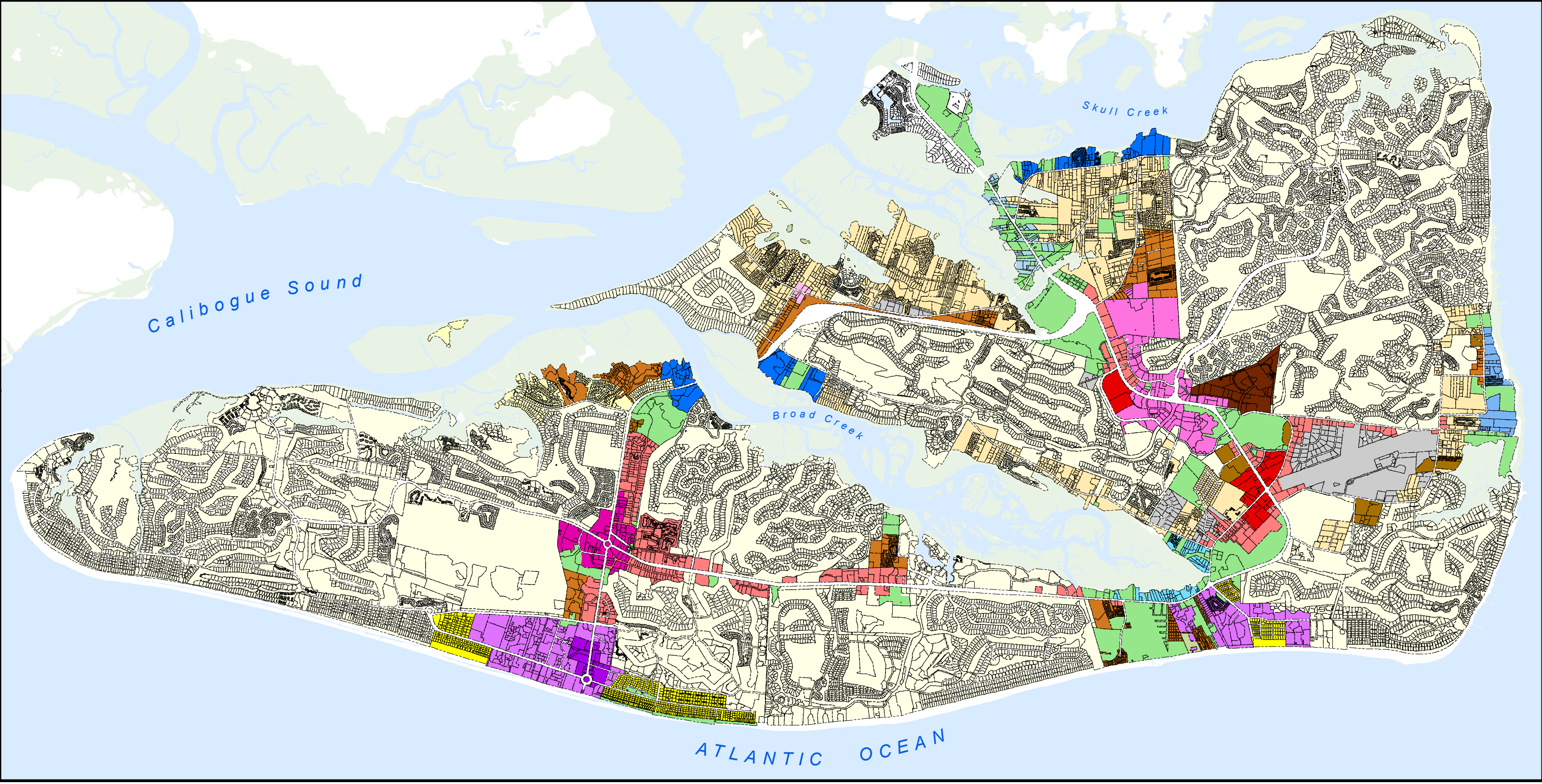
CFB	CENTRAL FOREST BEACH
RD	RESORT DEVELOPMENT

OTHER ZONING DISTRICTS

PR	PARKS, RECREATION AND PUBLIC FACILITIES
CON	CONSERVATION

Attachment G, 1998 Official Zoning District Map

The upland boundary of the Conservation Zoning District corresponds to the OCRM Critical Line and therefore, is approximately co-terminus with all tidal wetlands and the upland boundary of the beach as defined in Section 8-1-112 of the Municipal Code and extends outward to the Town Jurisdictional Boundary as defined within Section 2-1-20 of the Municipal Code of the Town of Hilton Head Island, South Carolina. (Reference: LMO Section 16-4-203, Conservation District)





Town of Hilton Head Island

OFFICIAL ZONING DISTRICT MAP

Effective Date*: October 7, 2014
Last Update**: March 2, 2021

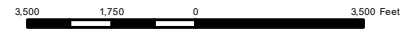
*Effective Date is the most recent date the entire Zoning Map was adopted by Town Council.
**Last Update date is the most recent date any amendments to the Zoning District Map were adopted by Town Council.

The Official Zoning Map is composed of this Official Zoning District Map, the Overlay Zoning District Maps, the Ten PUD Maps and the Official Street Map. This Official Zoning District Map is therefore one component of the Official Zoning Map.

The upland boundary of the Conservation Zoning District corresponds to the OCRM Critical Line and therefore, is approximately coterminous with all tidal wetlands and the upland boundary of the beach as defined in Section 8-1.1.12 of the Municipal Code and extends outward to the Town Jurisdictional Boundary as defined within Section 2-1.120 of the Municipal Code of the Town of Hilton Head Island, South Carolina. (Reference: LMO Section 16-4-203, Conservation District)



1 inch = 4,000 feet



RESIDENTIAL ZONING DISTRICTS

RS-3	SINGLE FAMILY
RS-5	SINGLE FAMILY
RS-6	SINGLE FAMILY
RM-4	LOW TO MODERATE DENSITY
RM-8	MODERATE DENSITY
RM-12	MODERATE TO HIGH DENSITY

MIXED-USE & BUSINESS ZONING DISTRICTS

NC	NEIGHBORHOOD COMMERCIAL
MS	MAIN STREET
SPC	SEA PINES COMMERCIAL
LC	LIGHT COMMERCIAL
CC	COMMUNITY COMMERCIAL
MED	MEDICAL
IL	LIGHT INDUSTRIAL

CONSERVATION & RECREATION DISTRICTS

PD-1	PLANNED DEVELOPMENT
MF	MARSHFRONT MIXED USE
S	STONEY MIXED USE
MV	MITCHELVILLE
WMU	WATER-ORIENTED MIXED USE
RD	RESORT DEVELOPMENT
CR	COLIGNY RESORT

CONSERVATION & RECREATION DISTRICTS

CON	CONSERVATION
PR	PARKS AND RECREATION

Attachment H, 2014 Official Zoning District Map

AN ORDINANCE OF THE TOWN OF HILTON HEAD ISLAND

ORDINANCE NO.: 2025-_____

AN ORDINANCE OF THE TOWN OF HILTON HEAD ISLAND TO AMEND THE OFFICIAL ZONING MAP WITH RESPECT TO THE 16 PARCELS LOCATED ON NORTHPOINT CIRCLE TO REZONE THE PARCELS FROM THE PARKS AND RECREATION (PR) DISTRICT TO THE MODERATE TO HIGH DENSITY RESIDENTIAL (RM-12) DISTRICT, AND TO PROVIDE FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the Town Council for the Town of Hilton Head Island, South Carolina, has identified a continued need for modifications to the Town’s Official Zoning Map to address needs and issues in the Town as such arise; and,

WHEREAS, on March 19, 2025, the Planning Commission held a public hearing and after consideration of the staff presentation and the criteria set forth in Section 16-2-103, voted unanimously to recommend that Town Council approve the proposed zoning map amendment, ZA-000023-2025, application; and

WHEREAS, on April 21, 2025, the Community Services & Public Safety Committee voted ____ to recommend ____ for the proposed zoning amendment, ZA-000023-2025, to Town Council; and,

WHEREAS, the proposed zoning map amendment, ZA-000023-2025, would be compatible with surrounding land uses and neighborhood character, would not be detrimental to the public health, safety and welfare, and further, would be in conformance with the Land Management Ordinance and Comprehensive Plan; and,

WHEREAS, the Town Council finds it is in the best interest of the Town and the health, safety, and welfare of its citizens, residents, and visitors to amend the Land Management Ordinance by amending these provisions.

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

Section 1. Amendment. That the Official Zoning Map of the Town of Hilton Head Island, as referred to in Section 16-1-107 of the LMO, be hereby amended as follows:

To modify the zoning designation of 16 parcels that are located off Northpoint Circle, identified on Beaufort County’s Tax Map 7, as parcel numbers 121, 219, 230, 232, 233, 234, 235, 236,

237, 238, 239, 240, 241, 242, 243, and 265 to change the zoning district from PR (Parks and Recreation) to RM-12 (Moderate to High Density Residential).

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

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

**PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE
TOWN OF HILTON HEAD ISLAND ON THIS _____ DAY OF _____, 2025.**

THE TOWN OF HILTON HEAD
ISLAND, SOUTH CAROLINA

Perry, Mayor

ATTEST:

Kimberly Gammon, Town Clerk

First Reading:

Second Reading:

APPROVED AS TO FORM:

Curtis L. Coltrane, Town Attorney

Introduced by Council Member: _____



TOWN OF HILTON HEAD ISLAND

Community Services and Public Safety Committee

TO: Community Services and Public Safety Committee
FROM: Missy Luick, Director of Planning
CC: Shawn Leininger, Assistant Town Manager
CC: Marc Orlando, Town Manager
DATE: April 21, 2025
SUBJECT: Consideration of an Ordinance of the Town of Hilton Head Island to Amend Title 16 of the Municipal Code of the Town of Hilton Head Island, the Land Management Ordinance, to Amend Chapter 16-5, Development and Design Standards, to Add a new Section 16-5-117 Construction Management Standards for the Town of Hilton Island, South Carolina and Providing for Severability and an Effective Date

RECOMMENDATION:

Community Services and Public Safety Committee review and consider an Ordinance of the Town of Hilton Head Island to Amend Title 16 of the Municipal Code of the Town of Hilton Head Island, the Land Management Ordinance, to amend Chapter 16-5, Development and Design Standards, to add a new Section 16-5-117 Construction Management Standards for the Town of Hilton Head Island, South Carolina and providing for severability and an effective date, and forward a recommendation to Town Council.

The Planning Commission held a public hearing on March 19, 2025, and, after consideration of the criteria set forth in Section 16-2-103.B.3 voted unanimously to recommend that Town Council approve the proposed zoning text amendment.

BACKGROUND:

Revitalize and Modernize the Economy is a focus area in the adopted Town Council 2023-2025 Strategic Action Plan. In fulfillment of this focus area, Strategy #1 Establish a Growth Management Strategy states the Town will:

“Successfully manage increasing and evolving future growth patterns in a manner that will ensure sustainability of Hilton Head Island’s unique character. Additionally, the Town must monitor economic and demographic trends, undertaking a comprehensive list of future planning activities, and proactively protecting the Island’s rich natural resources through appropriate design, regulation, and capital investment practices.”

In this regard, Town Council directed Town Staff to advance amendments to the Land Management Ordinance (LMO) in the 2024 Strategic Action Work Plan. The effort has

been divided into two separate projects, the full LMO Overhaul and the priority amendments. The priority amendments include incremental changes to both the LMO and portions of the Municipal Code related to land management that address important and urgent issues in advance of the full LMO Overhaul. These priority amendments address pressing community development issues with the best short-term solution while minimizing unintended outcomes. Issues that require additional analysis and research or are more complex are recommended to be further explored during the full LMO Overhaul.

At the September 24, 2024, Town Council Workshop, Town staff received the following comments and direction regarding construction management standards.

1. Require refuse disposal plan.
2. Require a construction vehicle parking plan.
3. Require a site management plan.
4. Require an access management plan.
5. Require secure construction sites during named storm events.

On March 19, 2025, the Planning Commission held a public hearing and voted unanimously to forward the amendment to Town Council with a recommendation of approval.

SUMMARY OF AMENDMENT:

Construction projects often have impacts extending beyond the immediate site, affecting commercial and residential areas. These disruptions - such as noise, vibrations, dust, traffic congestion, limited parking, and restricted property access—can significantly disrupt daily routines and operations. Residents have voiced frustration over these issues, highlighting the need for stronger management measures to minimize the negative impacts of construction activities.

At the same time, construction projects bring positive benefits, including job creation, economic stimulation, and improvements to infrastructure and public spaces that enhance the community. Balancing these positive outcomes with the need to manage the disruptions effectively is a critical challenge. In response, the Town has proposed updates to the LMO to address construction management concerns and better regulate these impacts. Additionally, this proposed ordinance does reference weather conditions during which sites must be secured. For the purpose of this ordinance, tropical cyclones include tropical depressions, tropical storms, and hurricanes, as determined by the National Hurricane Center.

The proposed amendment adds a new section to the LMO for Construction Management Standards, Sec. 16-5-117, which has associated regulations for the following:

- A. Noise and Hours of Operation: Noise and hours of operation were addressed by aligning the amendment with the policies of the Town's larger Planned Unit Developments (PUDs).

- B. Stormwater Discharge: The amendment requires that Stormwater Discharges from Construction Activities adhere to the South Carolina Department of Health and Environmental Control (SCDHEC) NPDES General Permit SCR10000.
- C. Refuse and Site Cleanliness: The amendment requires portable toilets, along with a Refuse Disposal Plan to ensure all construction-related waste is properly managed in accordance with local, state, and federal laws.
- D. Traffic and Parking: The amendment has added the requirement that all Construction-related parking must remain on-site, requiring traffic plans for each construction site to minimize public disruption, also regulating the parking of any oversized vehicles and oversized equipment to reduce the negative impact on surrounding areas.
- E. Site Management: The amendment protects trees in accordance with 16-6-104, as well as emphasizing management and oversight relating to various utilities (i.e.: the placement of electrical generators and/or compressors) to ensure there is minimal impact on adjacent properties.
- F. Enforcement: The amendment references Chapter 16-8 for enforcement issues.

ANALYSIS:

Proposed Amendments

The proposed priority amendments introduce requirements to improve site management and safety during construction activities and certain severe weather events. These amendments will also ensure organized, safe, consistent, and community-conscious construction practices.

The following table demonstrates how the proposed amendments address identified issues.

Issue	Proposed Amendment
Require a refuse disposal plan. Require a site management plan.	Sec.16-5-117. Construction Management Standards A. Noise and Hours of Operation. Sections 17-4-114 and 17-4-115 of the Municipal Code are referenced. These sections regulate sound level limits and hours of operation. Additional changes to Sections 17-4-114 and 17-4-115 were adopted in a

	separate priority Municipal Code amendment effort to align with the Town's larger Planned Unit Developments (PUDs) for more consistency. B. Stormwater Discharge. This section references adherence to the South Carolina Department of Health and Environmental Control (SCDHEC) NPDES General Permit SCR10000 for Stormwater Discharges from Construction Activities. C. Refuse and Site Cleanliness 1. A Refuse Disposal Plan providing for the proper disposal of all trash, site clearing and/or construction and/or demolition refuse and/or debris and/or waste material and/or refuse in accordance with all applicable local, state and federal statutes, regulations and ordinances, including those related to hazardous materials, is required. The Refuse Disposal Plan shall contain a site cleaning schedule, designated disposal area labeled on the Erosion and Sediment Control Plan, and the final disposal site (ie. landfill). Manifests and any other documentation showing the amounts of trash, site clearing and/or construction and/or demolition refuse and/or debris and/or waste material disposed of, and the location where such were disposed are required to be kept onsite with the Refuse Disposal Plan and Stormwater Pollution Prevention Plan or readily available within twenty-four (24) hours of the request. For materials that are state or federally regulated, manifests and all other documentation are required to be kept for at least three (3) years. 2. Trash, site clearing and/or construction and/or demolition refuse and/or debris and/or waste material and/or refuse shall be contained in such a manner as to prevent contamination of any adjacent properties, storm-sewer conveyances, wetlands, and/or waters of the state.
--	---

	3. Trash, site clearing and/or construction and/or demolition refuse and/or debris and/or waste material and/or refuse shall be stored, maintained, and secured to prevent safety risks or danger. 4. No loading, unloading, or storage of trash, site clearing and/or construction and/or demolition refuse and/or debris and/or waste material and/or refuse shall be permitted within any right-of-way, on any public property, or within ten feet of any right-of-way adjacent to public or private property unless specifically approved by the Town and shown on an approved development plan, if applicable. 5. Trash, site clearing and/or construction and/or demolition refuse and/or debris and/or waste material and/or refuse shall be hauled away and disposed of in accordance with all applicable laws, on a regular basis, but no less than one time per week. In addition to any applicable dumpster requirements set forth in this Ordinance, dumpsters shall be emptied or removed when full. Debris from construction sites shall not be disposed of in dumpsters located at any other construction site within the Town without the prior approval of the Official. 6. All mud, dirt, or debris deposited on any street, alley, lane, crosswalk, sidewalk, or other public property as a result of demolition, excavation, or construction shall be removed and cleaned on a regular basis and at all times when a nuisance has been created by said debris. In addition, such areas shall be broom cleaned to the extent possible at the end of each day that construction work has occurred. All mud, dirt, or debris shall be disposed of in accordance with all applicable laws. 7. It shall be the responsibility of the development permit holder to clean and remove all trash, site clearing and/or
--	--

	construction and/or demolition refuse and/or debris and/or waste material and/or refuse and other related organic and inorganic materials from the site prior to receiving the final Certificate of Compliance approval.
Require secure construction sites during named storm events.	Sec.16-5-117. Construction Management Standards C. Refuse and Site Cleanliness 8. All permit holders are required to secure trash, site clearing and/or construction and/or demolition refuse and/or debris and/or waste material and/or refuse at a site within 24 hours after the National Hurricane Center issues a Tropical Cyclone Watch or Warning. This requirement shall remain in effect until the storm event's Watch or Warning has been lifted. Materials shall be removed from the site or secured in such a manner as to minimize the danger of such materials causing damage to person(s), properties, and the environment.
Require a construction vehicle parking plan. Require an access management plan.	Sec.16-5-117. Construction Management Standards D. Traffic and Parking 1. A Construction Plan Parking Plan showing that parking for all vehicles of any persons involved in the work on the construction site is contained within the construction site is required. No parking of any vehicles of any persons involved in the work on the construction is permitted on or in any right-of-way or access easement, or the Town's multi-user pathway system. 2. A Traffic Control Plan is required for any project that involves any activity, in or on, any right-of-way or the Town's multi-use pathway. Routes of access for ingress and egress to the construction site, which will provide protection to pedestrians and minimize disruption of traffic and damage to the public rights-of-way, shall be followed. The Town

	reserves the right to designate certain prescribed routes of access for construction traffic. 3. Oversized construction vehicles will be allowed only on those streets or rights-of-way as designated by the Official.
Require a site management plan.	Sec.16-5-117. Construction Management Standards E. Site Management 1. Portable Toilets. A portable toilet shall be provided at every construction site of a new principal structure, or addition thereto, prior to the commencement of construction unless an existing facility is available on the site. Portable toilets shall be located to have the least possible impact on adjacent properties and should be located, to the extent possible, at the rear of the construction site and out of plain view of any public right-of-way. Portable toilets shall be serviced no less than once a week. 2. Tree Protection. Trees shall be protected in accordance with Section 16-6-104 Tree Protection, as applicable. 3. Utilities and On-Site Equipment. On-site electricity is required for construction-related work as soon as is practicable. The proposed locations of any generator and/or compressor shall be depicted on the plans submitted at the time of application for the review and approval of the Town and shall be located so as to have the least possible impact on adjacent properties, preferably at the rear of the property. F. Enforcement This section references Chapter 16-8 for enforcement issues.

Nonconformities

This amendment will apply to new development construction practices and will not create nonconformities.

Text Amendment Review Standards

Section 16-2-103.B.3 of the LMO provides standards for the review of Text Amendments and states the following:

“In determining whether to recommend that Town Council adopt or deny the proposed text amendment, the Planning Commission may weigh the relevance of and consider whether and the extent to which the proposed Text Amendment:

- a. Is in accordance with the Comprehensive Plan;
- b. Is required by changed conditions;
- c. Addresses a demonstrated community need;
- d. Is consistent with the purpose and intent of the zoning districts in this Ordinance, or would improve compatibility among uses and ensure efficient development within the Town;
- e. Would result in a logical and orderly development pattern; and
- f. Would not result in significantly adverse impacts on the natural environment, including but not limited to water, air, noise, stormwater management, wildlife, vegetation, wetlands, and the natural functioning of the environment.”

The proposed text amendment aligns with the review criteria, as it:

- 1. Our Plan includes “Ideals of Excellence” for “Our Planning and Process” that aim for Town planning and processes to use “innovation and learning to continually develop and apply best practices and standards for processes and projects.” This amendment does this by helping to improve the way construction activities are regulated in order to enhance quality of life, require safe construction site conditions, and enhanced natural resource protections;
- 2. Addresses the present-day conditions for construction management on the Island given that projects are increasingly related to redevelopment and enhancement of existing sites in already developed areas;
- 3. Responds to concerns voiced about improper construction activities and operations;
- 4. Ensures that development and construction practices are consistent with the intent of the LMO and the objective to protect public health, safety, and welfare;
- 5. Ensures well-managed construction practices and orderly management and disposal of trash, site clearing and/or construction and/or demolition refuse and/or debris and/or waste material and/or refuse; and
- 6. Ensures safe and environmentally sensitive construction practices, safe and efficient construction traffic parking and circulation, and higher standards for sanitation, tree protection, and overall impact mitigation.

COMMUNITY SERVICES AND PUBLIC SAFETY COMMITTEE ACTION:

The Community Services and Public Safety Committee's recommendation shall be based on the standards in Sec. 16-2-103.B.3, Ordinance Text Amendment Review Standards.

The Committee has the following options when considering this agenda item. These include:

1. Recommend approval to Town Council.
2. Recommend denial to Town Council.
3. Recommend approval with conditions to Town Council.

ATTACHMENTS:

1. Ordinance
2. Text Amendment

AN ORDINANCE OF THE TOWN OF HILTON HEAD ISLAND

ORDINANCE NO.: 2025-_____

AN ORDINANCE OF THE TOWN OF HILTON HEAD ISLAND TO AMEND TITLE 16 OF THE MUNICIPAL CODE, THE LAND MANAGEMENT ORDINANCE, TO AMEND CHAPTER 16-5, DEVELOPMENT AND DESIGN STANDARDS, TO ADD A NEW SECTION 16-5-117 CONSTRUCTION MANAGEMENT STANDARDS FOR THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the Town Council for the Town of Hilton Head Island, South Carolina, has identified a continued need for the adoption of LMO Amendments to address needs and issues in the Town as such arise; and,

WHEREAS, the Town Council finds that an amendment to the Land Management Ordinance is needed to add new construction management standards to minimize disturbances to surrounding properties; and,

WHEREAS, on March 19, 2025, the Planning Commission held a Public Hearing to consider the proposed amendments to add new construction management standards, and the public had an opportunity to comment on the proposed amendments; and,

WHEREAS, on March 19, 2025, the Planning Commission voted unanimously to recommend adoption of the amendments to add new construction management standards; and,

WHEREAS, on April 21, 2025, the Community Services & Public Safety Committee voted ____ to recommend adoption of the amendments to add new construction management standards; and,

WHEREAS, the Town Council finds it is in the best interest of the Town and the health, safety, and welfare of its citizens, residents, and visitors to amend the Land Management Ordinance to add new construction management standards.

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

Section 1. Amendment. That 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 _____, 2025.**

THE TOWN OF HILTON HEAD
ISLAND, SOUTH CAROLINA

Perry, Mayor

Alan R.

ATTEST:

Kimberly Gammon, Town Clerk

First Reading:

Second Reading:

APPROVED AS TO FORM:

Curtis L. Coltrane, Town Attorney

Introduced by Council Member: _____

Chapter 16-5:

Development and Design Standards

Sec.16-5-117. Construction Management Standards

A. Noise and Hours of Operation

All **construction site** activities must comply with the sound level limits and hours of operation established in the **Town's** Municipal Code Section 17-4-114 unless specifically exempt under Section 17-4-115.

B. Stormwater Discharge

All **construction site** activities must adhere to the South Carolina Department of Health and Environmental Control (SCDHEC) NPDES General Permit SCR10000 for Stormwater Discharges from Construction Activities.

C. Refuse and Site Cleanliness

1. A Refuse Disposal Plan providing for the proper disposal of all trash, **site** clearing and/or **construction** and/or demolition refuse and/or debris and/or waste material and/or refuse in accordance with all applicable local, state, and federal statutes, regulations and **ordinances**, including those related to hazardous materials, is required. The Refuse Disposal Plan shall contain a **site** cleaning schedule, designated disposal area labeled on the Erosion and Sediment Control Plan, and the final disposal **site** (ie. landfill). Manifests and any other documentation showing the amounts of trash, **site** clearing and/or **construction** and/or demolition refuse and/or debris and/or waste material disposed of, and the location where such were disposed are required to be kept onsite with the Refuse Disposal Plan and Stormwater Pollution Prevention Plan or readily available within twenty-four (24) hours of the request. For materials that are state or federally regulated, manifests and all other documentation are required to be kept for at least three (3) years.
2. Trash, **site** clearing and/or **construction** and/or demolition refuse and/or debris and/or waste material and/or refuse shall be contained in such a manner as to prevent contamination of any adjacent properties, storm-sewer conveyances, **wetlands**, and/or waters of the state.
3. Trash, **site** clearing and/or **construction** and/or demolition refuse and/or debris and/or waste material and/or refuse shall be stored, maintained, and secured to prevent safety risks or danger.
4. No loading, unloading, or storage of trash, **site** clearing and/or **construction** and/or demolition refuse and/or debris and/or waste material and/or refuse shall be permitted within any **right-of-way**, on any public property, or within ten feet of any **right-of-way** adjacent to public or private property unless specifically approved by the **Town** and shown on an approved **development** plan, if applicable.
5. Trash, **site** clearing and/or **construction** and/or demolition refuse and/or debris and/or waste material and/or refuse shall be hauled away and disposed of in accordance with all applicable laws, on a regular basis, but no less than one time per week. In addition to any applicable dumpster requirements set forth in this **Ordinance**, dumpsters shall be emptied or removed when full. Debris from **construction sites** shall not be disposed of in dumpsters located at any other **construction site** within the **Town** without the prior approval of the **Official**.
6. All mud, dirt, or debris deposited on any **street**, alley, lane, crosswalk, **sidewalk**, or other public property as a result of demolition, excavation, or **construction** shall be removed and cleaned on a regular basis and at all times when a nuisance has been created by said debris. In addition, such areas shall be broom

cleaned to the extent possible at the end of each day that **construction** work has occurred. All mud, dirt, or debris shall be disposed of in accordance with all applicable laws.

7. It shall be the responsibility of the **development** permit holder to clean and remove all trash, **site** clearing and/or **construction** and/or demolition refuse and/or debris and/or waste material and/or refuse and other related organic and inorganic materials from the **site** prior to receiving the final **Certificate of Compliance** approval.
8. All permit holders are required to secure trash, **site** clearing and/or **construction** and/or demolition refuse and/or debris and/or waste material and/or refuse at a **site** within 24 hours after the National Hurricane Center issues a Tropical Cyclone Watch or Warning. This requirement shall remain in effect until the storm event's Watch or Warning has been lifted. Materials shall be removed from the **site** or secured in such a manner as to minimize the danger of such materials causing damage to **person(s)**, properties, and the environment.

D. Traffic and Parking

1. A **Construction** Plan Parking Plan showing that parking for all vehicles of any persons involved in the work on the **construction site** is contained within the **construction site** is required. No parking of any vehicles of any persons involved in the work on the **construction** is permitted on or in any **right-of-way** or **access easement**, or the **Town's** multi-user **pathway** system.
2. A Traffic Control Plan is required for any project that involves any activity, in or on, any **right-of-way** or the **Town's** multi-use **pathway**. Routes of access for ingress and egress to the **construction site**, which will provide protection to pedestrians and minimize disruption of traffic and damage to the public **rights-of-way**, shall be followed. The **Town** reserves the right to designate certain prescribed routes of access for **construction** traffic.
3. Oversized **construction** vehicles will be allowed only on those **streets** or **rights-of-way** as designated by the **Official**.

E. Site Management

1. Portable Toilets. A portable toilet shall be provided at every **construction site** of a new principal **structure**, or addition thereto, prior to the commencement of **construction** unless an existing facility is available on the **site**. Portable toilets shall be located to have the least possible impact on adjacent properties and should be located, to the extent possible, at the rear of the **construction site** and out of plain view of any public **right-of-way**. Portable toilets shall be serviced no less than once a week.
2. **Tree** Protection. **Trees** shall be protected in accordance with Section 16-6-104 **Tree** Protection, as applicable.
3. Utilities and On-**Site** Equipment. On-**site** electricity is required for **construction**-related work as soon as is practicable. The proposed locations of any generator and/or compressor shall be depicted on the plans submitted at the time of application for the review and approval of the **Town** and shall be located so as to have the least possible impact on adjacent properties, preferably at the rear of the property.

F. Enforcement

Failure to comply with this section may result in the permit holder being issued a Notice of Violation(s), Stop Work Order, and/or fines in accordance with Chapter 16-8 of this **Ordinance**.



TOWN OF HILTON HEAD ISLAND

Community Services and Public Safety Committee

TO: Community Services and Public Safety Committee
FROM: Missy Luick, Director of Planning
CC: Shawn Leininger, Assistant Town Manager
CC: Marc Orlando, Town Manager
DATE: April 21, 2025
SUBJECT: Consideration of an Ordinance of the Town of Hilton Head Island to Amend Title 16 of the Municipal Code, the Land Management Ordinance, to Amend the Current Design Regulations and Requirements for Open Space and Pathways in Major Subdivisions to Include Sections 16-3-104, 16-3-105, 16-4-104, 16-5-103, 16-5-104, 16-5-107, 16-5-115, 16-6-102, 16-10-102, 16-10-105, and Appendices A & D for the Town of Hilton Head Island, South Carolina and Providing for Severability and an Effective Date

RECOMMENDATION:

Community Services and Public Safety Committee review and consider an Ordinance of the Town of Hilton Head Island to amend Title 16 of the Municipal Code, the Land Management Ordinance, to amend the current design regulations and requirements for Open Space and Pathways in Major Subdivisions to include Sections 16-3-104, 16-3-105, 16-4-104, 16-5-103, 16-5-104, 16-5-107, 16-5-115, 16-6-102, 16-10-102, 16-10-105, and Appendices A & D. for the Town of Hilton Head Island, South Carolina and providing for severability and an effective date, and forward a recommendation to Town Council.

The Planning Commission held a public hearing on February 19, 2025, and on March 19, 2025, after consideration of the criteria set forth in Section 16-2-103.B.3, voted unanimously to recommend that Town Council approve the proposed text amendment.

BACKGROUND:

Revitalize and Modernize the Economy is a focus area in the adopted Town Council 2023-2025 Strategic Action Plan. In fulfillment of this focus area, Strategy #1 Establish a Growth Management Strategy states the Town will:

“Successfully manage increasing and evolving future growth patterns in a manner that will ensure sustainability of Hilton Head Island’s unique character. Additionally, the Town must monitor economic and demographic trends, undertaking a comprehensive

list of future planning activities, and proactively protecting the Island's rich natural resources through appropriate design, regulation, and capital investment practices."

In this regard, Town Council directed Town Staff to advance amendments to the Land Management Ordinance (LMO) in the 2024 Strategic Action Work Plan. The effort has been divided into two separate projects, the full LMO Overhaul and the priority amendments. The priority amendments include incremental changes to both the LMO and portions of the Municipal Code related to land management that address important and urgent issues in advance of the full LMO Overhaul. These priority amendments address pressing community development issues with the best short-term solution while minimizing unintended outcomes. Issues that require additional analysis and research or are more complex are recommended to be further explored during the full LMO Overhaul.

At the September 24, 2024, Town Council Workshop, Town staff received the following comments and direction regarding this proposed amendment design regulations and requirements for open space and pathways in Major Subdivisions.

1. Clarify the definition of common open space.
2. Remove detention facilities and natural water bodies from the definition. Add docks and boardwalks to the definition.
3. Remove the calculation of remnant open space that provides no value.
4. Add clarifying language and additional design standards for common open spaces to require higher quality design and improved functional access via pathways and other means.
5. Remove adjacent street and use buffer credit from open space calculations.
6. Require pedestrian connectivity within subdivisions and require connections to the Town's Multi-use Pathway system if such connectivity is located within reasonable proximity to the development.

On February 19, 2025, the Planning Commission held a public hearing and requested several modifications to the proposed text amendment, including:

1. Removal of Section 16-5-104.B.2, which addressed the applicability of open space standards to Minor Subdivisions that expand beyond five lots. This provision was duplicative as it was already included in the definition of Major Subdivisions.
2. Modify Section 16-5-104.C.3 to specify the use of visual markers like signs, fencing, and landscaping to ensure open space is clearly identifiable, addressing concerns over vague, discretionary language.
3. Clarify Section 16-5-104.D.2 was to ensure open spaces remain accessible to all residents.

On March 19, 2025, the Planning Commission reviewed the modified amendment and voted unanimously to recommend approval to Town Council.

SUMMARY OF AMENDMENT:

Updates to the Town's subdivision requirements are driven by public concerns arising from recent developments that do not fully align with the desired community standards. Issues such as excessive tree clearing, overly linear street layouts, architectural monotony, and inadequate open space and connectivity within and beyond subdivisions have led to concerns that the current subdivision regulations are not providing the desired outcomes. Currently, subdivision regulations are scattered across multiple sections of the LMO, creating a complex and interconnected regulatory framework.

Due to the intricate nature of these regulations, changes to subdivision requirements are best addressed as part of a comprehensive overhaul of the full LMO. However, the proposed priority amendments address specific, urgent concerns while providing a foundation for future, broader LMO revisions. The priority amendments for subdivision regulations focus on targeted improvements, specifically:

1. Improving common open space regulations to better preserve the Island's character and ensure new developments align with community expectations; and
2. Enhancing pedestrian and cyclist connectivity in new subdivisions.

Current regulations often allow poorly planned or underutilized open spaces, such as lagoons, wetlands, and small, fragmented areas that do not serve residents' needs. In newer subdivisions, open spaces tend to be isolated, inaccessible, or disconnected from key features like pathways or recreational areas. These limitations highlight the need for more thoughtful planning that ensures open spaces are usable and well-integrated into the neighborhood's overall design.

The proposed amendments focus on ensuring that common open spaces are well-planned, functional, and contribute positively to the overall development. These changes aim to balance the need for regulatory compliance with the creation of spaces that are accessible, connected, and environmentally sustainable, all while preserving the unique character of Hilton Head Island.

Further, the LMO does not mandate pathways or connections to existing transportation networks outside of subdivisions. This amendment seeks to rectify these gaps, ensuring safer and more accessible connections for pedestrians and cyclists in new developments.

ANALYSIS:

Proposed Amendments

The proposed priority amendments aim to refine the definition, calculation, and design standards for open space within development, emphasizing connectivity and design consistency. This amendment prioritizes functional, connected, and accessible common open space, enhancing the quality of life for residents. It enhances walkability, improves

community integration, and ensures a cohesive aesthetic within the Town's developments.

The common open space and pathway connectivity requirements will only apply to major residential subdivisions outside of PD-1 that are platted after the effective date of this ordinance. They do not apply to minor subdivisions or family subdivisions.

The following table demonstrates how the proposed amendments address identified issues.

Issue	Proposed Amendment
Clarify the definition of common open space. Remove detention facilities and natural water bodies from definition. Add docks and boardwalks to the definition.	Sec.16-10-105. General Definitions. Common Open Space. Any part of a development site, meeting the requirements of Section 16-5-104, that is not utilized for single-family lots, rights-of-way, streets, commercial structures, multifamily structures, parking and loading areas, detention/retention ponds, and natural water bodies. The following are included in the definition of common open space: golf courses, tennis courts, areas for other court games, swimming pools, pedestrian and bicycle paths, equestrian trails, play fields, picnic areas, horse paddocks, docks and boardwalks located entirely within the development parcel, places for people to gather, and passive recreation areas.
Add clarifying language and additional design standards for common open spaces to require higher quality design and improved functional access via pathways and other means. Remove calculation of remnant open space that provides no value.	Sec.16-5-104. Common Open Space Standards C. Common Open Space Requirement 3. Common open space must be visually identifiable, distinguished by elements including but not limited to signs, fencing, landscape buffers, trail systems, pools, sport facilities, or grass lawns. Sec.16-5-104. Common Open Space Standards D. Common Open Space Location and Configuration 1. Common open space shall be connected to all lots within the subdivision by pathways in accordance with Section 16-5-115 D.5. 2. The common open space shall be accessible to all residents of the subdivision development, subject to reasonable rules and regulations. Common open

	space may be dedicated for general public use; however, such dedication is not mandatory. 3. The design and establishment of common open space shall meet the following standards: - An area or multiple areas of common open space shall be planned for active or passive recreational use. - At least 75 percent of the common open space area shall be arranged in dimensions no less than 15 feet across in any direction. - At least 50 percent of the common open space shall be arranged in one contiguous area. For the purpose of this requirement, common open space areas divided by pathways, sidewalks, or streets that would otherwise be contiguous without the existence of the pathways, sidewalks, or streets shall be considered contiguous. - The arrangement and design of common open space shall prioritize the preservation of existing tracts of specimen and significant trees. The applicant shall demonstrate how these priority areas have been considered during the application process.
Remove adjacent street and use buffer credit from the open space calculations. Remove the calculation of remnant open space that provides no value.	Sec.16-5-103. Buffer Standards K. Credit Toward Open Space Adjacent street and use buffers required by this section may be credited against the common open space required by Sec. 16-5-104, Open Space Standards. See Exhibits 1-3 for examples of open space that will no longer qualify.
Require pedestrian connectivity within subdivisions and require connections to the Town's Multi-use Pathway system if such connectivity is located within reasonable proximity to the development.	Sec.16-5-115. Subdivision Standards D. Layout of Lots and Blocks 5. Pathway Connectivity. Pathways are required throughout subdivisions. The provisions of this subsection shall not apply to Minor Subdivisions and Family Subdivisions.

	b. Pathways shall provide direct connectivity between all lots and the subdivision's community amenities, including usable common open space, mailbox facilities, community buildings, and recreational areas. For the purpose of this requirement, a residential lot located across a street from a pathway within the same subdivision or adjacent to a common open space having a pathway is considered to be served by and connected to that pathway. c. Pathways shall be designed to provide connectivity from within the subdivision to: a. An existing pathway system located along an abutting right-of-way or easement, an existing pathway within an easement on the property, or a pathway on abutting Town-owned property; and b. Any pathway system planned within an adopted Town pathway plan or the Capital Improvement Program (CIP) located along an abutting right-of-way or easement, an existing pathway easement on the property, or an abutting Town-owned property. d. If the land proposed for a subdivision serves as a priority connection between existing pathways and is included in an adopted Town pathway plan, the pathway system shall be designed to connect the existing pathways through the subdivision or along abutting street right-of-way. This requirement shall not be construed as requiring off-site improvements other than within an abutting street right-of-way. e. Pathways are required unless sidewalks are demonstrated to be more appropriate. Sidewalks can be incorporated where walking and wheelchair use is more common, for shorter stretches where speeds are slower, and where they better fit the context and character of the development.
--	--

	f. Specific design standards for pathways and sidewalks are included by reference to associated professional manuals and statutes
	Sec.16-10-105. General Definitions Common Open Space Any part of a development site, meeting the requirements of Section 16-5-104, that is not utilized for single-family lots, rights-of-way, streets, commercial structures, multifamily structures, and parking and loading areas, detention/retention ponds, and natural water bodies. The following are included in the definition of common open space: golf courses, tennis courts, areas for other court games, swimming pools, pedestrian and bicycle paths, equestrian trails, play fields, picnic areas, horse stables paddocks, docks and boardwalks located entirely within the development parcel, places for people to gather, and passive recreation areas. Pathway An improved way for purposes of travel by non-motorized users outside the traveled way of vehicles and physically separated from the street by an open space or barrier and either within the street right-of-way or within an independent alignment. Most pathways are designed for two-way travel, and are generally constructed of asphalt. Pathways are used by cyclists, pedestrians, and other similar users. Pathways do not include sidewalks. Sidewalk An Improved surface intended for use by pedestrians located between the curb line or the lateral line of a street and the adjacent property line or on easements of private property. Sidewalks are generally constructed with concrete, asphalt or pavers.

Exhibit 1: Example of Adjacent Street Buffer Open Space that Will No Longer Qualify

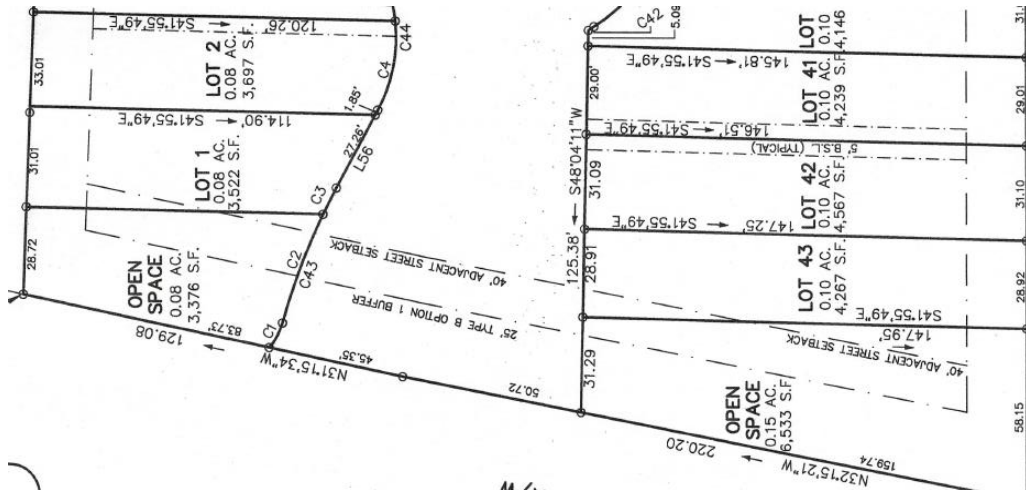


Exhibit 2: Example of Adjacent Use Buffer Open Space that Will No Longer Qualify

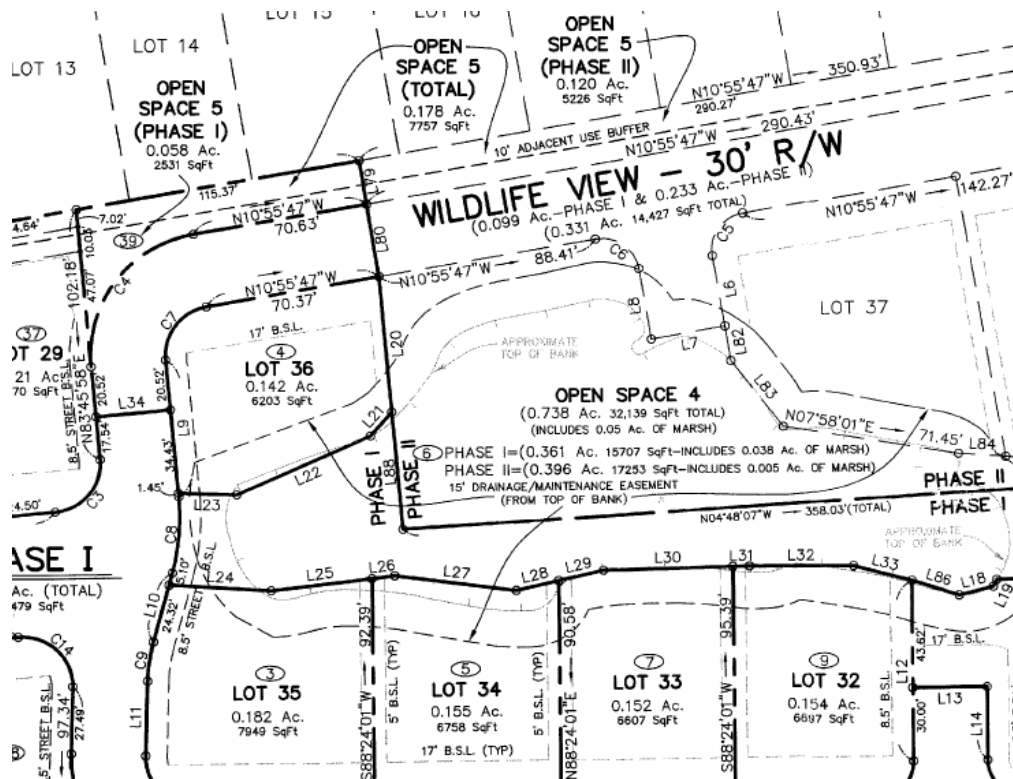
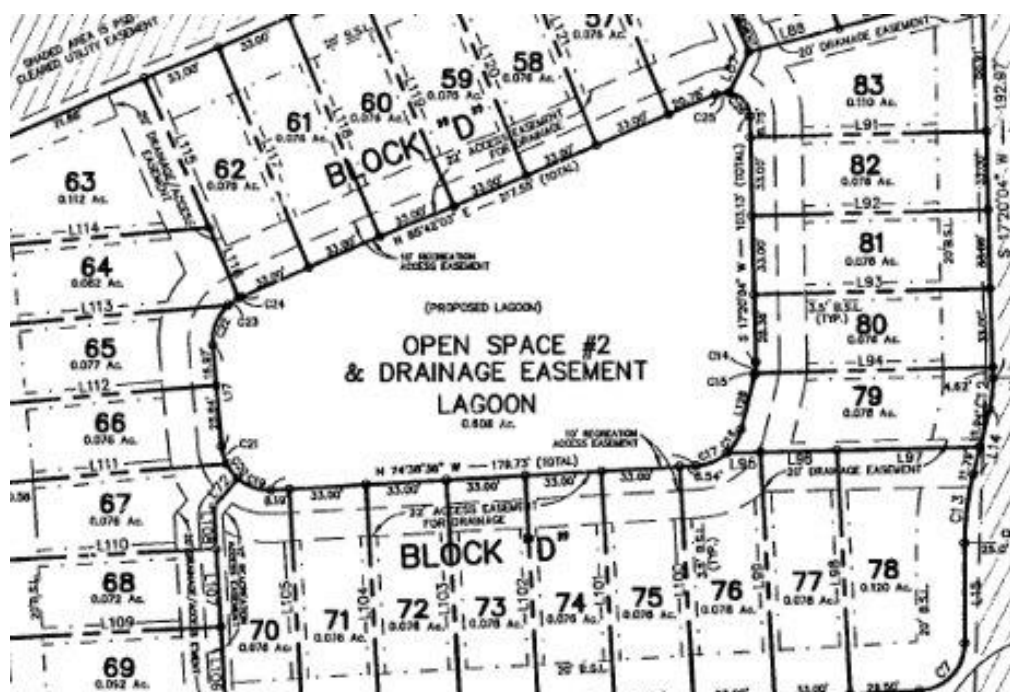


Exhibit 3: Example of Detention Pond Open Space that Will No Longer Qualify



Nonconformities

Chapter 16-7 provides standards for nonconformities. The purpose statement of the Nonconformities Chapter reads as follows, “the zoning regulations and development standards established by this Ordinance are designed to guide the future development and redevelopment of land within the Town by encouraging and regulating site development and appropriate groupings of compatible and related uses that promote and protect the public health, safety, and general welfare. While the Town recognizes the continued existence of nonconformities is generally inconsistent with the purpose and intent of this Ordinance, it also recognizes this Ordinance needs to provide flexibility to encourage redevelopment of nonconforming development if it lessens the degree of the nonconformity and if redevelopment is consistent with the goals of the Comprehensive Plan and the district in which the development is located. This Chapter provides for the regulation of nonconforming uses, structures, signs, and site features, and specifies those circumstances and conditions under which such nonconformities are allowed to continue and redevelop.”

Common open space and pathways established as part of previously approved and developed Major Subdivisions may become nonconforming with the new requirements proposed in this amendment. However, these elements of Major Subdivisions may continue to exist as nonconforming site features without the need for upgrades or compliance.

Chapter 16-7 outlines standards for nonconformities within the Town, acknowledging the need for flexibility in redevelopment while ensuring alignment with the Comprehensive Plan and district goals. Redevelopment, expansion, or relocation of legally nonconforming structures or legally conforming site features must adhere to Chapter 16-7.

Text Amendment Review Standards

Section 16-2-103.B.3 of the LMO provides standards for the review of Text Amendments and states the following:

“In determining whether to recommend that Town Council adopt or deny the proposed text amendment, the Planning Commission may weigh the relevance of and consider whether and the extent to which the proposed Text Amendment:

- a. Is in accordance with the Comprehensive Plan;
- b. Is required by changed conditions;
- c. Addresses a demonstrated community need;
- d. Is consistent with the purpose and intent of the zoning districts in this Ordinance, or would improve compatibility among uses and ensure efficient development within the Town;
- e. Would result in a logical and orderly development pattern; and
- f. Would not result in significantly adverse impacts on the natural environment, including but not limited to water, air, noise, stormwater management, wildlife, vegetation, wetlands, and the natural functioning of the environment.”

The proposed text amendment aligns with the review criteria, as it:

- 1. Supports the Comprehensive Plan which includes goals for preserving Hilton Head Island’s character, enhancing connectivity, and ensuring well-integrated open spaces. Our Plan’s Strategies and Tactics for Our Place states to, “evaluate, develop, and maintain standards that preserve and enhance the natural and physical environments that reflect the character of the Island.”
- 2. Responds to changing conditions by avoiding fragmented, underutilized, and unconnected spaces observed in certain developments;
- 3. Addresses a demonstrated community need for functional, accessible, and environmentally sustainable developments;
- 4. Is consistent with the purpose and intent of the zoning districts by accommodating a comfortable, healthy, safe, and pleasant environment in which to live and recreate;
- 5. Ensures that open spaces serve residents effectively and subdivisions connect to broader transportation networks, promoting logical and orderly growth and safe bicycle and pedestrian facilities; and
- 6. Minimizes adverse impacts on the natural environment by preserving common open space and natural areas in Major Subdivisions and promotes non-motorized transportation options.

COMMUNITY SERVICES AND PUBLIC SAFETY COMMITTEE ACTION:

The Community Services and Public Safety Committee's recommendation shall be based on the standards in Sec. 16-2-103.B.3, Ordinance Text Amendment Review Standards.

The Committee has the following options when considering this agenda item. These include:

1. Recommend approval to Town Council.
2. Recommend denial to Town Council.
3. Recommend approval with conditions to Town Council.

ATTACHMENTS:

1. Ordinance
2. Text Amendment

AN ORDINANCE OF THE TOWN OF HILTON HEAD ISLAND

ORDINANCE NO.: 2025-_____

AN ORDINANCE OF THE TOWN OF HILTON HEAD ISLAND TO AMEND CHAPTER 16 OF THE MUNICIPAL CODE, THE LAND MANAGEMENT ORDINANCE, TO AMEND THE CURRENT DESIGN REGULATIONS AND REQUIREMENTS FOR OPEN SPACE AND PATHWAYS IN MAJOR SUBDIVISIONS TO INCLUDE SECTIONS: 16-3-104, 16-3-105, 16-4-104, 16-5-103, 16-5-104, 16-5-107, 16-5-115, 16-6-102, 16-10-102, 16-10-105, AND APPENDICES A & D FOR THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the Town Council for the Town of Hilton Head Island, South Carolina, has identified a continued need for the adoption of LMO Amendments to address needs and issues in the Town as such arise; and,

WHEREAS, the Town Council finds that an amendment to the Land Management Ordinance to address development and design standards for major residential subdivisions by improving the definition and regulations is needed to promote the design and development of more functional common open space; and,

WHEREAS, the Town Council also finds that an amendment to the Land Management Ordinance to address development and design standards for major residential subdivisions is needed to require pathway connectivity for cyclists, pedestrians, users of manual and motorized wheelchairs, and other similar authorized non-motorized users; and,

WHEREAS, on February 19, 2025, the Planning Commission held a Public Hearing to consider the proposed amendments, and the public had an opportunity to comment on the proposed amendments; and,

WHEREAS, on March 19, 2025, the Planning Commission voted unanimously to recommend adoption of the amendments to Town Council; and,

WHEREAS, on April 21, 2025, the Community Services & Public Safety Committee voted ____ to recommend adoption of the amendments to Town Council; and,

WHEREAS, the Town Council finds it is in the best interest of the Town and the health, safety, and welfare of its citizens, residents, and visitors to amend the Land Management Ordinance by amending the definition and regulations for common open space

and the requirements for pathway connectivity.

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

Section 1. Amendment. That 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 _____, 2025.

THE TOWN OF HILTON HEAD
ISLAND, SOUTH CAROLINA

Alan R. Perry, Mayor

ATTEST:

Kimberly Gammon, Town Clerk

First Reading:
Second Reading:

APPROVED AS TO FORM:

Curtis L. Coltrane, Town Attorney

Introduced by Council Member: _____

Chapter 16-3: Zoning Districts

Sec.16-3-104. Residential Base Zoning Districts

B. Residential Single-Family-3 (RSF-3) District

RSF-3 Residential Single-Family-3 District			
3. Development Form Standards			
MAX. DENSITY (PERNET ACRE)		LOT COVERAGE	
Residential	3 du	Max. <i>Impervious Cover</i> for All Development Except <i>Single-Family</i>	35%
Nonresidential	6,000 GFA		
MAX. BUILDING HEIGHT		Min. <i>Common Open Space</i> for Major Residential <i>Subdivisions</i>	16%
All Development	35 ft		
USE AND OTHER DEVELOPMENT STANDARDS			
See Chapter 16-4: Use Standards, Chapter 16-5: Development and Design Standards, and Chapter 16-6: Natural Resource Protection.			
TABLE NOTES: P = Permitted by Right; PC = Permitted Subject to Use-Specific Conditions; SE = Allowed as a Special Exception; du = <i>dwelling units</i> ; sf = square feet; GFA = <i>gross floor area</i> in square feet; ft = feet; n/a = not applicable			

(Revised 3-7-2023 - Ordinance 2023-04)

C. Residential Single-Family-5 (RSF-5) District

RSF-5 Residential Single-Family-5 District			
3. Development Form Standards			
MAX. DENSITY (pernet Acre)		LOT COVERAGE	
Residential	5 du	Max. <i>Impervious Cover</i> for All <i>Development</i> Except <i>Single-Family</i>	35%
Nonresidential	6,000 GFA		
MAX. BUILDING HEIGHT		Min. <i>Common Open Space</i> for Major Residential <i>Subdivisions</i>	16%
All <i>Development</i>	35 ft		

USE AND OTHER DEVELOPMENT STANDARDS

See Chapter 16-4: Use Standards, Chapter 16-5: Development and Design Standards, and Chapter 16-6: Natural Resource Protection.

TABLE NOTES:

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

(Revised 3-7-2023 - Ordinance 2023-04)

D. Residential Single-Family-6 (RSF-6) District

RSF-6 Residential Single-Family-6 District

3. Development Form Standards

MAX. DENSITY (per NET ACRE)		LOT COVERAGE	
Residential	6 du	Max. Impervious Cover for All Development Except Single-Family	35%
Nonresidential	6,000 GFA	Min. Common Open Space for Major Residential Subdivisions	16%
MAX. BUILDING HEIGHT			

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

(Revised 3-7-2023 - Ordinance 2023-04)

E. Low to Moderate Density Residential (RM-4) District

RM-4 Low to Moderate Density Residential District

3. Development Form Standards

MAX. DENSITY (PER NET ACRE) ²		LOT COVERAGE	
Residential ²	4 du (6 du if lot area is at least 3 acres; 8 du if lot area is	Max. Impervious Cover for All Development Except Single-Family ¹	35%

	at least 5 acres)		
Bed and Breakfast	10 rooms		
Nonresidential	6,000 GFA		Min. Common Open Space for Major Residential Subdivisions 16%
MAX. BUILDING HEIGHT			
All Development	35 ft		
USE AND OTHER DEVELOPMENT STANDARDS			
See Chapter 16-4: Use Standards, Chapter 16-5: Development and Design Standards, and Chapter 16-6: Natural Resource Protection.			
TABLE NOTES: P = Permitted by Right; PC = Permitted Subject to Use-Specific Conditions; SE = Allowed as a Special Exception; du = dwelling units ; sf = square feet; GFA = gross floor area in square feet; ft = feet; n/a = not applicable			
1. Each adjacent parcel abutting the Town right-of-way acquired under the Town's Dirt Road Paving Program shall be permitted to develop to its full density potential based on the size of the parcel prior to the establishment of the Town right-of-way. See Section 16-5-105.D for additional details.			
2. Density for development that includes the Workforce Housing shall be determined based on Sec. 16-4-105.A.			

(Revised 4-18-2017 - Ordinance 2017-05; revised 9-17-2019 - Ordinance 2019-20; revised 11-18-2020 - Ordinance 2020-27; revised 2-16-2021 - Ordinance 2021-02; revised 7-20-2021 - Ordinance 2021-15; revised 3-7-2023 - Ordinance 2023-04)

F. Moderate Density Residential District (RM-8) District

RM-8				
Moderate Density Residential District				
3. Development Form Standards				
MAX. DENSITY (PERNET ACRE) ²			LOT COVERAGE	
Residential	8 du		Max. Impervious Cover for All Development Except Single-Family ¹	35%
Nonresidential	6,000 GFA			
MAX. BUILDING HEIGHT			Min. Common Open Space for Major Residential Subdivisions	16%
All Development	45 ft			
USE AND OTHER DEVELOPMENT STANDARDS				
See Chapter 16-4: Use Standards, Chapter 16-5: Development and Design Standards, and Chapter 16-6: Natural Resource Protection.				
TABLE NOTES:				
P = Permitted by Right; PC = Permitted Subject to Use-Specific Conditions; SE = Allowed as a Special Exception; du = dwelling units ; sf = square feet; GFA = gross floor area in square feet; ft = feet; n/a = not applicable				
1. Each adjacent parcel abutting the Town right-of-way acquired under the Town's Dirt Road Paving Program shall be permitted to develop to its full density potential based on the size of the parcel prior to the establishment of the Town right-of-way. See Section 16-5-105.D for additional details.				

(Revised 9-17-2019 - Ordinance 2019-20; revised 11-18-2020 - Ordinance 2020-27; revised 7-20-2021 - Ordinance 2021-15; revised 3-7-2023 - Ordinance 2023-04)

G. Moderate to High Density Residential District (RM-12) District

RM-12 Moderate to High Density Residential District			
3. Development Form Standards			
MAX. DENSITY (PER NET ACRE)¹		LOT COVERAGE	
Residential	12 du	Max. <i>Impervious Cover</i> for All <i>Development</i> Except <i>Single-Family</i>	35%
Nonresidential	6,000 GFA		
MAX. BUILDING HEIGHT		Min. <i>Common Open Space</i> for Major Residential <i>Subdivisions</i>	16%
All <i>Development</i>	45 ft		
USE AND OTHER DEVELOPMENT STANDARDS			
See Chapter 16-4: Use Standards, Chapter 16-5: Development and Design Standards, and Chapter 16-6: Natural Resource Protection.			
TABLE NOTES: P = Permitted by Right; PC = Permitted Subject to Use-Specific Conditions; SE = Allowed as a Special Exception; du = <i>dwelling units</i> ; sf = square feet; GFA = <i>gross floor area</i> in square feet; ft = feet; n/a = not applicable			
1. Each adjacent parcel abutting the Town right-of-way acquired under the Town's Dirt Road Paving Program shall be permitted to develop to its full density potential based on the size of the parcel prior to the establishment of the Town right-of-way. See Section 16-5-105.D for additional details.			

(Revised 9-17-2019 - Ordinance 2019-20; revised 11-18-2020 - Ordinance 2020-27; revised 7-20-2021 - Ordinance 2021-15; revised 3-7-2023 - Ordinance 2023-04)

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

B. Coligny Resort (CR) District

CR Coligny Resort District		
3. Development Form Standards		
MODIFIED ADJACENT STREET AND USE SETBACK STANDARDS		
Adjacent Street Setbacks	Along major and minor arterials, the minimum adjacent <i>street</i> setback distance shall be 30' as follows:	
	•	The first 15' of the setback (measured parallel to the required <i>street</i> setback starting from the property line along the <i>street</i> and moving inward) shall include a minimum 5' landscaped area. This landscaped area shall have one <i>street tree</i> 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°.	
	Along other streets , the minimum adjacent street setback distance shall be 20' as follows:		
	•	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°.	
Awnings, balconies and overhangs may occupy these setback areas.			
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. Common 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.			

(Revised 4-18-2017 - Ordinance 2017-05; revised 12-5-2017 - Ordinance 2017-19; revised 11-4-2020 - Ordinance 2020-26)

D. Light Commercial (LC) District

LC Light Commercial District

3. Development Form Standards

MAX. DENSITY (PERNET ACRE)		LOT COVERAGE	
Residential ⁴	4 du	Max. Impervious Cover	60%
Hotel	35 rooms	Min. Common Open Space for Major Residential Subdivisions	16%
Nonresidential ^{1,2}	10,000 GFA		
MAX. BUILDING HEIGHT			
All Development	45 ft		

USE AND OTHER DEVELOPMENT STANDARDS

See Chapter 16-4: Use Standards, Chapter 16-5: Development and Design Standards, and Chapter 16-6: Natural Resource Protection.

TABLE NOTES:

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

1. The **gross floor area** per **building** shall be 20,000 square feet for **buildings** devoted to **Commercial Services** or **Industrial Uses**.

2. Each **building** shall be separated by a minimum of 15 feet.

3. The minimum number of off-street parking spaces for **mixed-use development** that contains **workforce housing** shall be calculated based on Section 16-5-107.D.2.

4. For **development** that converts nonresidential square footage to residential **use** refer to Sec. 16-10-102.B.1.

(Revised 5-17-2016 - Ordinance 2016-07; revised 9-17-2019 - Ordinance 2019-20; revised 11-4-2020 - Ordinance 2020-26; revised 7-20-2021 - Ordinance 2021-15; revised 3-7-2023 - Ordinance 2023-04)

F. Main Street (MS) District

MS Main Street District

3. Development Form Standards

MAX. DENSITY (PERNET ACRE)		LOT COVERAGE	
Residential	12 du	Max. Impervious Cover	60%
Bed and Breakfasts	10 rooms		
Hotel	35 rooms	Min. Common Open Space for Major Residential Subdivisions	16%
Nonresidential	9,000 GFA		
MAX. BUILDING HEIGHT			
All Development	45 ft		

USE AND OTHER DEVELOPMENT STANDARDS

See Chapter 16-4: Use Standards, Chapter 16-5: Development and Design Standards, and Chapter 16-6: Natural Resource Protection.

TABLE NOTES:

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

(Revised 4-18-2017 - Ordinance 2017-05; revised 7-20-2021 - Ordinance 2021-15; revised 3-7-2023 - Ordinance 2023-04)

G. Marshfront (MF) District

MF

Marshfront District

3. Development Form Standards

MAX. DENSITY (PERNET ACRE) ²			LOT COVERAGE	
Residential ¹	Along major arterials	4 du (8 du if lot area is at least 3 acres)	Max. <i>Impervious Cover</i>	60%
	Along other streets	6 du (10 du if lot area is at least 3 acres)	Min. <i>Common Open Space</i> for Major Residential <i>Subdivisions</i>	16%
<i>Bed and Breakfasts</i>		10 rooms		
Nonresidential		7,000 GFA		
MAX. BUILDING HEIGHT				
<i>All Development</i>		45 ft		

USE AND OTHER DEVELOPMENT STANDARDS

See Chapter 16-4: Use Standards, Chapter 16-5: Development and Design Standards, and Chapter 16-6: Natural Resource Protection.

TABLE NOTES:

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

1. For development that converts nonresidential square footage to residential use refer to Sec. 16-10-102.B.1.

2. Each adjacent parcel abutting the Town right-of-way acquired under the Town's Dirt Road Paving Program shall be permitted to develop to its full density potential based on the size of the parcel prior to the establishment of the Town right-of-way. See Section 16-5-105.D for additional details.

(Revised 4-18-2017 - Ordinance 2017-05; revised 9-17-2019 - Ordinance 2019-20; revised 11-4-2020 - Ordinance 2020-26; revised 11-18-2020 - Ordinance 2020-27; revised 7-20-2021 - Ordinance 2021-15; revised 3-7-2023 - Ordinance 2023-04)

I. Mitchelville (MV) District

MV Mitchelville District				
3. Development Form Standards				
MAX. DENSITY (PERNET ACRE) ³			LOT COVERAGE	
Residential ¹	12 du		Max. <i>Impervious Cover</i>	50%
<i>Bed and Breakfasts</i>	10 rooms			
<i>Hotel</i>	35 rooms		Min. <i>Common Open Space</i> for Major Residential <i>Subdivisions</i>	16%
<i>Interval Occupancy</i>	12 du			
Nonresidential	8,000 GFA			
MAX. BUILDING HEIGHT				
All <i>Development</i>	75 ft			
USE AND OTHER DEVELOPMENT STANDARDS				
See Chapter 16-4: Use Standards, Chapter 16-5: Development and Design Standards, and Chapter 16-6: Natural Resource Protection.				
TABLE NOTES: P = Permitted by Right; PC = Permitted Subject to Use-Specific Conditions; SE = Allowed as a Special Exception; du = <i>dwelling units</i> ; sf = square feet; GFA = <i>gross floor area</i> in square feet; ft = feet; n/a = not applicable 1. For development that converts nonresidential square footage to residential use refer to Sec. 16-10-102.B.1. 2. The minimum number of off-street parking spaces for mixed-use or multifamily development that contains workforce housing shall be calculated based on Section 16-5-107.D.2. 3. Each adjacent parcel abutting the Town right-of-way acquired under the Town's Dirt Road Paving Program shall be permitted to develop to its full density potential based on the size of the parcel prior to the establishment of the Town right-of-way. See Section 16-5-105.D for additional details.				

(Revised 4-18-2017 - Ordinance 2017-05; revised 12-5-2017 - Ordinance 2017-19; revised 9-17-2019 - Ordinance 2019-20; revised 8-18-2020 - Ordinance 2020-19; revised 11-4-2020 - Ordinance 2020-26; revised 11-18-2020 - Ordinance 2020-27; revised 7-20-2021 - Ordinance 2021-15)

J. Neighborhood Commercial (NC)

NC Neighborhood Commercial District				
3. Development Form Standards				
MAX. DENSITY (PERNET ACRE) ²			LOT COVERAGE	
Residential ¹	4 du		Max. <i>Impervious Cover</i>	45%
Nonresidential	3,000 GFA		Min. <i>Common Open Space</i> for Major Residential <i>Subdivisions</i>	16%
MAX. BUILDING HEIGHT				

All Development	35 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. For development that converts nonresidential square footage to residential use refer to Sec. 16-10-102.B.1.			
2. Each adjacent parcel abutting the Town right-of-way acquired under the Town's Dirt Road Paving Program shall be permitted to develop to its full density potential based on the size of the parcel prior to the establishment of the Town right-of-way. See Section 16-5-105.D for additional details.			

(Revised 9-17-2019 - Ordinance 2019-20; revised 11-4-2020 - Ordinance 2020-26; revised 11-18-2020 - Ordinance 2020-27; revised 7-20-2021 - Ordinance 2021-15; revised 3-7-2023 - Ordinance 2023-04)

L. Resort Development (RD) District

RD

Resort Development District

3. Development Form and Parameters

MAX. DENSITY (PERNET ACRE)			LOT COVERAGE	
Residential ^{1, 2}	16 du		Max. <i>Impervious Cover</i>	50%
<i>Bed and Breakfasts</i>	10 rooms			
<i>Interval Occupancy</i>	16 du			
<i>Hotel¹</i>	35 rooms		Min. <i>Common Open Space</i> for Major Residential <i>Subdivisions</i>	16%
Nonresidential	8,000 GFA			
MAX. BUILDING HEIGHT				
<i>Non Single-Family Development</i> on property landward of South Forest Beach Drive	60 ft			
All Other <i>Non Single-Family Development</i>	75 ft			
<i>Single-Family Development</i>	45 ft			

USE AND OTHER DEVELOPMENT STANDARDS

See Chapter 16-4: Use Standards, Chapter 16-5: Development and Design Standards, and Chapter 16-6: Natural Resource Protection.

TABLE NOTES:

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

[1] In order to promote flexibility, an *office, eating establishment* or *commercial services use* that is accessory to and within an existing residential or *hotel structure* may be converted to a residential *unit* or *units* upon the *Official's* determination that the *development* can support the required amount of parking. The alteration shall

not expand beyond the footprint of the existing residential or **hotel structure**.

2. For development that converts nonresidential square footage to residential use refer to Sec. 16-10-102.B.1.

(Revised 5-17-2016 - Ordinance 2016-07; revised 4-18-2017 - Ordinance 2017-05; revised 4-18-2017 - Ordinance 2017-06; revised 11-4-2020 - Ordinance 2020-26; revised 7-20-2021 - Ordinance 2021-15)

M. Sea Pines Circle (SPC) District

SPC				
Sea Pines Circle District				
3. Development Form Standards				
MAX. DENSITY (PER NET ACRE)			LOT COVERAGE	
Residential	12 du		Max. <i>Impervious Cover</i>	60%
Nonresidential	10,000 GFA		Min. <i>Common Open Space</i> for Major Residential <i>Subdivisions</i>	16%
MAX. BUILDING HEIGHT				
All <i>Development</i>	45 ft			
USE AND OTHER DEVELOPMENT STANDARDS				
See Chapter 16-4: Use Standards, Chapter 16-5: Development and Design Standards, and Chapter 16-6: Natural Resource Protection.				
TABLE NOTES:				
P = Permitted by Right; PC = Permitted Subject to Use-Specific Conditions; SE = Allowed as a Special Exception; du = <i>dwelling units</i> ; sf = square feet; GFA = <i>gross floor area</i> in square feet; ft = feet; n/a = not applicable				
1. <i>Islander Mixed-Use</i> has undefined density but limited by applicable design and performance standards such as height and parking.				

(Revised 4-18-2017 - Ordinance 2017-05; revised 3-7-2023 - Ordinance 2023-04; revised 10-3-2023 - Ordinance 2023-12)

N. Stoney (S) District

S	
Stoney District	
3. Development Form and Parameters	
MODIFIED ADJACENT STREET AND USE SETBACK STANDARDS	
Adjacent Street Setback	Except along major or minor arterials, the adjacent street setback distance established in Sec. 16-5-102.C, Adjacent Street Setback Requirements, may be reduced by up to 30 percent, provided the <i>applicant</i> demonstrates there is no other feasible or practicable alternative that will accommodate a permitted <i>use</i> on the site in compliance with all other requirements of the LMO and the required adjacent street buffer can be provided.
Adjacent Use Setback	The adjacent use setback distance established in Sec. 16-5-102.D, Adjacent Use Setback Requirements, may be reduced to ten feet where a public park adjoins

	another public park, or where a nonresidential use other than an industrial use adjoins another nonresidential use other than an industrial use		
MAX. DENSITY (PERNET ACRE)³			LOT COVERAGE
Residential ¹	10 du		Max. Impervious Cover 50%
Bed and Breakfasts	10 rooms		
Hotel	35 rooms		Min. Common Open Space for Major Residential Subdivisions 16%
Nonresidential	7,000 GFA		
MAX. BUILDING HEIGHT			
All Development	45 ft		
USE AND OTHER DEVELOPMENT STANDARDS			
See Chapter 16-4: Use Standards, Chapter 16-5: Development and Design Standards, and Chapter 16-6: Natural Resource Protection.			
TABLE NOTES:			
P = Permitted by Right; PC = Permitted Subject to Use-Specific Conditions; SE = Allowed as a Special Exception; du = dwelling units ; sf = square feet; GFA = gross floor area in square feet; ft = feet; n/a = not applicable			
1. For development that converts nonresidential square footage to residential use refer to Sec. 16-10-102.B.1.			
2. The minimum number of off-street parking spaces for mixed-use development that contains workforce housing shall be calculated based on Section 16-5-107.D.2.			
3. Each adjacent parcel abutting the Town right-of-way acquired under the Town's Dirt Road Paving Program shall be permitted to develop to its full density potential based on the size of the parcel prior to the establishment of the Town right-of-way. See Section 16-5-105.D for additional details.			

(Revised 4-18-2017 - Ordinance 2017-05; revised 9-17-2019 - Ordinance 2019-20; revised 11-4-2020 - Ordinance 2020-26; revised 11-18-2020 - Ordinance 2020-27; revised 7-20-2021 - Ordinance 2021-15; revised 3-7-2023 - Ordinance 2023-04)

O. Waterfront Mixed-Use (WMU) District

WMU			
Waterfront Mixed-Use District			
3. Development Form Standards			
MAX. DENSITY (PERNET ACRE)^{1, 5}			LOT COVERAGE
Residential ³	16 du		Max. Impervious Cover 50%
Bed and Breakfasts	10 rooms		
Hotel	35 rooms		Min. Common Open Space for Major Residential Subdivisions 16%
Interval Occupancy	16 du		
Nonresidential	8,000 GFA		
MAX. BUILDING HEIGHT^{2, 3}			
All Development	75 ft		

USE AND OTHER DEVELOPMENT STANDARDS

See Chapter 16-4: Use Standards, Chapter 16-5: Development and Design Standards, and Chapter 16-6: Natural Resource Protection.

TABLE NOTES:

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

1. For purposes of calculating new **density**, only 25% of total square footage devoted to boat dry storage facilities shall be counted.
2. Where a **parcel** in the WMU District adjoins a zoning district with a **height** limit lower than that in the WMU District, no part of a **building** on the WMU-zoned **parcel** shall exceed a **height** equal to the **height** limit in the adjoining district plus 1 foot, or major fraction thereof, for each foot of horizontal distance from the adjoining district.
3. For development that converts nonresidential square footage to residential use refer to Sec. 16-10-102.B.1.
4. The minimum number of off-street parking spaces for mixed-use development that contains workforce housing shall be calculated based on Section 16-5-107.D.2.
5. Each adjacent parcel abutting the Town right-of-way acquired under the Town's Dirt Road Paving Program shall be permitted to develop to its full density potential based on the size of the parcel prior to the establishment of the Town right-of-way. See Section 16-5-105.D for additional details.

(Revised 11-3-2015 - Ordinance 2015-23; revised 4-18-2017 - Ordinance 2017-05; revised 9-17-2019 - Ordinance 2019-20; revised 11-4-2020 - Ordinance 2020-26; revised 11-18-2020 - Ordinance 2020-27; revised 7-20-2021 - Ordinance 2021-15)

Chapter 16-4: Use Standards

Sec.16-4-104. Temporary Uses and Structures

D. Use-Specific Conditions for Temporary Uses and Structures

6. Outdoor Seasonal Sales of Christmas Trees and Pumpkins

A merchant may display and sell Christmas **trees** and pumpkins on a temporary basis, without establishing a permanent place of business, subject to the following conditions. [Note: The outdoor display and sale/rental of goods as accessory to an already established business is subject to the provisions of Sec. 16-4-103.E.5, Outdoor Storage (as an accessory use).]

- a. The property contains an area not currently used that will support the proposed temporary sale of Christmas **trees** or pumpkins without encroaching into or creating a negative impact on existing vegetated areas, **common open space**, landscaping, **trees**, traffic movements, parking-space availability, or pedestrian **access**.
- b. The display of the Christmas **trees** or pumpkins shall not occur in the public **right-of-way**.
- c. Any tent or other temporary **structure** shall be located so as not to interfere with the normal operations of any permanent **use** located on the property.

-
- d. The temporary display or sale of the Christmas **trees** or pumpkins shall not cause interference with the movement of emergency vehicles to such an extent that adequate police, fire, or other emergency services cannot be provided.
 - e. The sales activity shall not last longer than 45 days.
 - f. The vendor, with the approval of the **Official**, may use a **recreational vehicle** to live on the site.

Chapter 16-5: Development and Design Standards

Sec.16-5-103. Buffer Standards

Sec.16-5-104. Common Open Space Standards

B. Applicability

1. The provisions of this section apply to any Major Subdivisions (six or more **lots**) creating **lots** for residential **development**, unless expressly exempted in this section.
2. The provisions of this section also shall apply to any Minor Subdivision (five or fewer **lots**) creating **lots** for residential **development** that is expanded onto **adjacent parcels** so the total number of **lots** in the **subdivision** is greater than five.
3. The provisions of this section do not apply to **Family Subdivisions**.

C. Common Open Space Requirement

1. At least 16 percent of the **land** within the **subdivision** shall consist of **common open space** meeting the requirements of this section.
2. **Common open space** shall be depicted on any plat of the **development** submitted for approval and labeled "common open space."
3. **Common open space** must be visually identifiable, distinguished by elements including but not limited to signs, fencing, landscape buffers, trail systems, pools, sport facilities, or grass lawns.

D. Common Open Space Location and Configuration

1. **Common open space** shall be connected to all lots within the **subdivision** by **pathways** in accordance with Section 16-5-115.D.5.
2. The **common open space** shall be accessible to all residents of the **subdivision** development, subject to reasonable rules and regulations. **Common open space** may be dedicated for general public use; however, such dedication is not mandatory.
3. The design and establishment of **common open space** shall meet the following standards:
 - a. An area or multiple areas of **common open space** shall be planned for active or passive recreational use.

-
- b. At least 75 percent of the **common open space** area shall be arranged in dimensions no less than 15 feet across in any direction.
 - c. At least 50 percent of the **common open space** shall be arranged in one contiguous area. For the purpose of this requirement, **common open space** areas divided by **pathways, sidewalks, or streets** that would otherwise be contiguous without the existence of the **pathways, sidewalks, or streets** shall be considered contiguous.
 - d. The arrangement and design of **common open space** shall prioritize the preservation of existing tracts of **specimen** and **significant trees**. The **applicant** shall demonstrate how these priority areas have been considered during the application process.

E. Ownership, Management and Maintenance of Common Open Space

Common open space shall be maintained so that its use and enjoyment as **common open space** is not diminished or destroyed. Ownership of **common open space** shall be subject to deed restrictions or recorded covenants and restrictions that prevent **development** or subsequent **subdivision** of the **common open space** and provide responsibility for **maintenance** of the **common open space**.

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

H. Off-Street Parking Alternatives

5. Deferred Parking

d. Maintenance of Reserve Areas as Common Open Space

As long as areas are reserved for future parking, they shall be maintained as **common open space**, without any clearing of **trees**. During such time, the reserve areas shall not count as **common open space** for purposes of complying with Sec. 16-5-104, Common 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 **common 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.

Sec.16-5-115. Subdivision Standards

A. Purpose and Intent

The purpose of **subdivision** layout is to create a functional and attractive **development** with infrastructure and **lots** appropriately sized and located to minimize adverse impacts. The intent of this section is to provide clear requirements and guidelines for **subdivision** design for both Major and Minor Subdivisions.

Subdivisions should promote the health, safety, convenience, order, prosperity and welfare of the present and future residents of the **Town** by:

- a. Providing for the orderly growth and **development** of the **Town**;
- b. Coordinating with the existing **street** system, transportation plans, and public facilities;
- c. Providing **right-of-way** for **street** and vehicular **easements**;
- d. Avoiding congestion and overcrowding and encouraging proper arrangement of **streets** in relation to existing planned **streets**;
- e. Ensuring there is adequate **common open space** and recreation facilities; and
- f. Ensuring there is proper recordation of **land** ownership.

C. General Requirements

1. Layout of the **subdivision** shall be based on complete **site** analysis. **Streets** and **lots** shall be designed to preserve significant trees, stands of trees and understory vegetation and situated to minimize alteration of natural and historic **site** features to be preserved.
2. The **subdivision** layout shall consider the practicality and economic feasibility of **development** of individual **lots** including the environmental characteristics, size of the **site**, and the requirements of this **Ordinance**.
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.

(Revised 1-7-2020 - Ordinance 2020-02; revised 3-7-2023 - Ordinance 2023-04)

4. **Common open space** and recreational areas shall be planned in accordance with Sec. 16-5-104, Common Open Space Standards.
5. **Lots** shall be situated so that stormwater may be easily directed away from **buildings** in subsequent **site**-specific **development**. **Lots** shall be configured so that **buildings** and general **flood** sensitive **site** facilities can be located out of drainageways. **Subdivisions** shall be designed so as to comply with Sec. 16-5-109, Stormwater Management and Erosion and Sedimentation Control Standards.
6. All **lots** shall have the **access** required by Sec. 16-5-105.I, Access to Streets.

D. Layout of Lots and Blocks

1. Subdivisions may be laid out in conventional, cluster, **zero lot line**, or a combination of block/ lot designs.
(Revised 7-21-2020 - Ordinance 2020-16)
2. The **lot** configuration and shape shall provide appropriate **sites** for **buildings**, and be properly related to topography, natural elements, existing significant trees and stands of trees, **access**, drainage and utilities, and conform to all requirements of this **Ordinance**.

(Revised 1-7-2020 - Ordinance 2020-02)

3. The dimensions of **corner lots** shall permit the required minimum setbacks from **streets** (see Sec. 16-5-102, Setback Standards) and required **site** triangles (see Sec. 16-5-105.H.4, Sight Triangles).
4. The number of **lots** within a block shall be as appropriate for the location and the type of **development** contemplated, as practical. Visual monotony created by excessive blocks of **lots** which are not interrupted by intersections, **common open space**, buffers, trees or features shall be avoided.

(Revised 1-7-2020 - Ordinance 2020-02)

5. **Pathway** Connectivity.
 - a. **Pathways** are required throughout **subdivisions**. The provisions of this subsection shall not apply to **Minor Subdivisions** and **Family Subdivisions**.
 - b. **Pathways** shall provide direct connectivity between all **lots** and the **subdivision's** community amenities, including usable **common open space**, mailbox facilities, community **buildings**, and recreational areas. For the purpose of this requirement, a residential **lot** located across a **street** from a **pathway** within the same **subdivision** or adjacent to a **common open space** having a pathway is considered to be served by and connected to that **pathway**.
 - c. **Pathways** shall be designed to provide connectivity from within the **subdivision** to:
 - i. An existing **pathway** system located along an abutting **right-of-way or easement**, an existing **pathway** within an **easement** on the property, or a **pathway** on abutting Town-owned property; and
 - ii. Any **pathway** system planned within an adopted Town **pathway** plan or the Capital Improvement Program (CIP) located along an abutting **right-of-way or easement**, an existing **pathway easement** on the property, or an abutting Town-owned property.
 - d. If the land proposed for a **subdivision** serves as a priority connection between existing **pathways** and is included in an adopted Town **pathway** plan, the **pathway** system shall be designed to connect the existing **pathways** through the **subdivision** or along abutting **street right-of-way**. This requirement shall not be construed as requiring off-site improvements other than within an abutting **street right-of-way**.
 - e. As an alternative to **pathway** construction, a **sidewalk** may be approved by the **Official** if the proposed **subdivision** abuts a **street** with an existing **sidewalk** network or if the character or design of the proposed **subdivision** would clearly benefit from incorporating **sidewalks** instead of **pathways**. The incorporation of **sidewalks** shall meet all other requirements of this section. The **Official** may determine that a **sidewalk** is preferable over a **pathway** if:
 - i. Spacing is not sufficient for a pathway based on existing natural features, infrastructure, utilities, **easements**, or built features;
 - ii. It would connect seamlessly to existing infrastructure;
 - iii. It would be more consistent with the design characteristics of the proposed **subdivision** and abutting **development**;
 - iv. The travel distance of the proposed route is significantly shorter than areas typically suitable for **pathways**; or

-
- v. It would encourage slower travel speeds in areas of higher congestion.
 - f. **Pathways** or **sidewalks** shall be designed and constructed in accordance with the fifth edition of the AASHTO Guide for the Development of Bicycle Facilities and meet the accessibility guidelines promulgated under the Americans with Disabilities Act (ADA).

E. Zero Lot Line Residential Subdivisions

1. **Zero lot line residential subdivisions** are permitted in the following zoning districts: RM-4, RM-8, RM-12, SPC, MS, WMU, S, MF, MV, NC, LC and RD.
2. All **lots** created in a **zero lot line residential subdivision** shall be buildable lots (the appropriate size to construct a home) and shall be a minimum of .05 acres in size with a minimum **lot** width of 20 feet.
3. All lots in a **zero lot line residential subdivision** shall have a 50% maximum impervious coverage.
4. **All zero lot line residential subdivisions** shall provide 16% minimum common open space.
5. No structure shall be located closer than ten feet from adjacent property lines, with the exception of structures that have a wall that rests on a common property line.
6. Where a proposed **zero lot line residential subdivision** is adjacent to an existing single family detached residential neighborhood or use, a setback of 20 feet is required along the perimeter of the proposed subdivision.
7. Where a proposed **zero lot line residential subdivision** is adjacent to an existing single family detached residential neighborhood or use, a Type A buffer, Option 1, is required along the perimeter of the proposed subdivision.
8. A **zero lot line residential subdivision** is not permitted on existing **lots** of record that were not previously platted as a **zero lot line residential subdivision**, unless the entire previously platted subdivision is combined and re-platted to be a **zero lot line residential subdivision**.

(Revised 7-21-2020 - Ordinance 2020-16)

G. Miscellaneous Standards

1. Monuments and Markers

- a. Horizontal control monuments shall be placed in the pavement of **subdivision streets** so that no **lot** is more than 2,000 feet from a control monument. Alternatively, control monuments may be placed in **common open space** areas, park areas, and the like. The control monument shall be placed in a manner satisfactory to the Town Engineer.
- b. Corner monuments or markers shall be installed at all **lot** corners.
- c. All corner monuments or markers shall consist of a concrete marker with metal cap marking the exact corner and bearing the name of the surveying company or the **land** surveyor in responsible charge of the survey. If the corner location falls on pavement, concrete, or other material where it cannot be marked with a cap, a shaft of ferrous metal (iron pipe or bar), spikes, or scribes may be installed in or on the surface. These methods shall be used unless exceptional circumstances warrant the use of other materials.
- d. If a corner cannot be monumented or marked, one or more witness monuments shall be placed on the boundary line and described by bearings or distances so that the inaccessible point may be located accurately on the ground. A witness monument shall adhere to the same standards applicable to a corner monument.

Chapter 16-6: Natural Resource Protection

Sec.16-6-102. Wetland Protection

E. Wetland Alteration and Mitigation Requirements

1. Wetland Alteration Allowed Only Where Unavoidable

- a. Alteration to a wetland shall be allowed only when the **applicant** clearly demonstrates that **wetland alteration** cannot be avoided. **Wetland alteration** shall be considered unavoidable only if there no feasible alternative layout or design that would avoid disturbance of wetland and still practically accomplish the overall basic purpose of the proposed **development** or activity, or if an overriding public interest in the alteration can be demonstrated. Examples of alternative layouts and design that might allow **wetland alteration** to be avoided include, but are not limited to: locating **buildings**, parking, and other disturbed areas in non-wetland areas; using existing wetland crossings for needed street or utility **access** to upland areas; renovating, remodeling, or expanding existing **buildings** rather than constructing new **buildings**; using already disturbed areas as **sites** for new **development**; and minimizing the footprint of **buildings** and parking areas (building "up" rather than "out").
- b. Where alteration to a wetland is allowed, any impact of the alteration on the wetland shall be minimized through the use of **best management practices**, re-design, innovative technology (e.g., **pervious** parking areas), preservation, and **legal protection** (e.g., deed restrictions, conservation **easements**).
- c. Any mitigation proposal to alter a wetland shall ensure that, upon completion, there will be no net loss to the wetland's values, functions, and area.

Chapter 16-10:

Definitions, Interpretation, and Measurement

Sec.16-10-102. Rules of Measurement

E. Lot Coverage

3. Open Space

Land not utilized for *single-family lots*, rights-of-way, commercial *buildings*, *multifamily buildings*, parking, or loading areas.

Also See Sec. 16-5-104, Common Open Space Standards.

Sec.16-10-105. General Definitions

Terms defined in this section shall have the meanings stated in the definition of the term.

Common Open Space

Any part of a *development site*, meeting the requirements of Section 16-5-104, that is not utilized for *single-family lots*, *rights-of-way*, *streets*, commercial *structures*, *multifamily structures*, parking and loading areas, *detention/retention ponds*, and *natural water bodies*. The following are included in the definition of *common open space*: golf courses, tennis courts, areas for other court games, *swimming pools*, pedestrian and bicycle paths, equestrian trails, play fields, picnic areas, horse paddocks, docks and boardwalks located entirely within the development parcel, places for people to gather, and passive recreation areas.

Pathway

An improved way for purposes of travel by non-motorized users outside the traveled way of vehicles and physically separated from the *street* by an open space or barrier and either within the *street right-of-way* or within an independent alignment. Most *pathways* are designed for two-way travel, and are generally constructed of asphalt. *Pathways* are used by cyclists, pedestrians, and other similar users. *Pathways* do not include *sidewalks*.

Sidewalk

An Improved surface intended for use by pedestrians located between the curb line or the lateral line of a *street* and the adjacent property line or on *easements* of private property. *Sidewalks* are generally constructed with concrete, asphalt or pavers.

(Revised 11-3-2015 - Ord. No. 2015-23; revised 4-18-2017 - Ordinance 2017-05; revised 6-6-2017 - Ordinance 2017-08; revised 12-5-2017 - Ordinance 2017-19; revised 9-17-2019 - Ordinance 2019-20; revised 1-7-2020 - Ordinance 2020-02; revised 7-21-2020 - Ordinance 2020-16; revised 11-4-2020 - Ordinance 2020-26; revised 2-16-

Appendix A:

Advisory and Decision Making Bodies and Persons

A-2. Planning Commission

The **Planning Commission** is established under this **Ordinance** in accordance with **State** law. The **Planning Commission** has the following powers and duties under this **Ordinance**:

A. Powers and Duties

1. Prepare and periodically revise plans and programs for the **development** and redevelopment of areas in the Town, as provided for in this **Ordinance**.
2. Prepare and recommend for adoption to the **Town Council** as a means for implementing the plans and programs:
 - a. Zoning ordinances to include a zoning map(s) and appropriate revisions thereof;
 - b. An official map and appropriate revisions of it showing the exact location of existing or proposed public **street**, highway and utility **rights-of-way**, and public **building** sites, together with regulations to control the erection of **buildings** or other **structures** or changes in **land use** within the **rights-of-way**, **building** sites, open spaces or **common open spaces** within its jurisdiction, or a specified portion of it;
 - c. A landscaping ordinance setting forth required planting, **tree** preservation and other aesthetic considerations for **land** and **structures**;
 - d. A **Capital Improvements Program** setting forth projects required to implement plans which have been prepared and adopted, including an annual listing of priority projects for consideration by the governmental bodies responsible for implementation prior to preparation of their capital budgets; and
 - e. Policies or procedures to facilitate implementation of planning documents.
3. Review and make decisions on **applications** for:
 - a. Street/Vehicular Access Easement Name Reviews (Sec. 16-2-103.O);
 - b. Public Project Reviews (Sec. 16-2-103.Q).
 - c. Traffic Impact Analysis Plans (Sec. 16-2-103.J.5.b.ii).
(Revised 5-17-2016 - Ordinance 2016-07)
4. Review and make recommendations to the **Town Council** on:
 - a. Text Amendments (Sec. 16-2-103.B);
 - b. Zoning Map Amendments (Rezoning) (Sec. 16-2-103.C); and
 - c. Planned Unit Development (PUD) Districts (Sec. 16-2-103.D).
5. Review and decide appeals (see Sec. 16-2-103.U) on:
 - a. Subdivision Reviews (Minor and Major) (Sec. 16-2-103.F);

-
- b. Development Plan Reviews (Minor and Major) (Sec. 16-2-103.G);
 - c. Development Project Name Reviews (Sec. 16-2-103.N); and
 - d. Small Residential Development Reviews (Sec. 16-2-103.H).
6. Carry out any other powers and duties delegated to it by the **Town Council**, consistent with the S.C. Code of Laws Section 6-29-310, *et seq.*

Appendix D:

Application Submittal Requirements

D-4. Subdivision Review, Major

All **applications** for **subdivision** approval shall contain the following:

F. Common Open Space and Public Dedication Narrative

A detailed narrative explaining how the **subdivision** will meet the **common open space** and public dedication requirements, as applicable, Sec. 16-5-104. The narrative shall include:

1. Description of the form of organization proposed to own and maintain the **common open space** in conformance with the requirements for Property Owners Associations or the equivalent, as specified in Sec. 16-5-104.E.
2. Identification of how the **common open space** and facilities relate to existing and proposed **common open space** areas, bikeways and recreational facilities on Hilton Head Island, as shown in the Comprehensive Plan, or more detailed plans adopted by the **Planning Commission** such as **neighborhoods** plans.
3. If dedication is proposed to exceed the minimum **Town** standards, the **applicant** should state what bonus incentive, if any, is being requested as a result of such additional dedication.

D-5. Subdivision Review, Minor

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 F., Common Open space and Public Dedication narrative; and
2. Item H., Subdivision in Phases.

(Revised 3-7-2023 - Ordinance 2023-04)

D-6. Development Plan Review, Major

A Development Plan **Application** shall be considered complete when the following items have been submitted.

E. Written Narrative

A written narrative outlining:

-
1. The nature and details of the proposed **development**.
 2. If the proposed **development** plan is a phase of a previously approved multi-phase plan or PUD Master Plan, a description of how such phase relates to such plan, in whole or in part.
 3. The specifically contemplated form of ownership of the **development** (e.g. fee simple, horizontal property regime, property owners' association, etc.) and detailed provisions for **maintenance** responsibility for all **improvements**, including, but not limited to, **streets**, parking areas, bikeways, pedestrian ways, storm drainage facilities, water and sewer systems, **common open space** areas, and the like.
 4. Any proposed dedication of **improvements** to any public agency, specifying such **improvements** and the affected agencies.
 5. Any other information deemed necessary by the **applicant** to further clarify the proposed **development**.

F. Site Development Plan

One black line print of a final **site plan** or set of plans, at a minimum scale of 1"=30' or other appropriate scale acceptable to the **Official**, showing the following:

1. Name of **development**.
2. Graphic scale and reference meridian.
3. Beaufort County Tax Map and Parcel Number.
4. Date of drawing and date of any revisions.
5. Vicinity sketch showing the general **site** location and depicting vehicular **access** routes accurately referenced to the nearest public road.
6. Topographic survey at 1-foot contour intervals, or other topographic information acceptable to the Town Engineer, unless waived by the Town Engineer.
7. All permanent **structures** and facilities within approximately 50 feet of the proposed **development tract**.
8. Proposed **site development**, including **land uses**, any **building** or other **structure** locations, **street**, **driveway**, bike and pedestrian way, and parking area layouts, and interconnections with **off-site** facilities, if applicable. The plan view of **buildings** shall show limits of roofed areas, and indicate the exterior wall line dimensioned to property lines.
9. Location of proposed drainage system, including **off-site** areas of interconnection.
10. Location of proposed water and sewer system, including **off-site** areas of interconnection.
11. Location of other proposed waste disposal systems, including solid waste collection areas.
12. Location and dimensions for parking and off-**street** loading areas, where applicable.
13. Location of other utilities such as electrical, telephone, gas line service and cable TV to the **development**.
14. Location of **impervious cover** as required in Chapter 16-3: Zoning Districts.
15. Location of proposed **common open space** areas as required by Sec. 16-5-104, Common Open Space Standards.
16. Location of proposed buffer areas as required by Sec. 16-5-103.
17. Tables indicating calculations for **common open space**, **impervious cover**, and required parking.

-
18. Delineation of any zoning district boundary which traverses or is **contiguous** to the **development site**, including overlay zones.
 19. Where applicable, surveyed delineation of any **wetland** area and required buffers or other delineation of a natural feature on the **site** which is protected or defined under provisions of this Title.
 20. Notation as to FEMA/FIRM **flood** zones covering the **site**, and proposed first floor elevation of all **buildings**.
 21. Where applicable, surveyed delineation of any known archaeological or historical resource feature, as defined by this Title, located on or **contiguous** with the proposed **development tract**.
 22. Fire hydrants and fire lanes in conformance with Sec. 16-5-110, Utility Standards.
 23. Location of screened outside trash receptacles and/or enclosures for use by the **building** occupants.
 24. Location of proposed setback areas as required by Sec. 16-5-102.

(Revised 8-18-2020 - Ordinance 2020-19)

K. Development Phasing Plan

A plan indicating the contemplated phasing of the proposed **development**. Such plan shall contain:

1. A schedule map, at a minimum scale of 1"=100' or other appropriate scale acceptable to the **Official** (preferably at **site development** plan scale), graphically showing the proposed phasing areas.
2. A schedule report, listing by each proposed phase (as applicable) the number of residential units by type, number of **hotel** rooms, amount of gross **building** square footage for all nonresidential **uses** by type, expected type of **common open space improvements**, and public **improvements** by the **applicant** for dedication to any governmental or other public agency.

(Ord. No. 2015-2311-3-2015)

D-7. Development Plan Review, Minor

C. Written Narrative

A written narrative outlining:

1. The nature and details of the proposed **development**.
2. If the proposed **development** plan is a phase of a previously approved multi-phase plan or PUD Master Plan, a description of how such phase relates to such plan, in whole or in part.
3. The specifically contemplated form of ownership of the **development** (e.g. fee simple, horizontal property regime, property owners' association, interval ownership, etc.) and detailed provisions for **maintenance** responsibility for all **improvements**, including, but not limited to, **streets**, parking areas, bikeways, pedestrian ways, storm drainage facilities, water and sewer systems, **common open space** areas, and the like.
4. Any proposed dedication of **improvements** to any public agency, specifying such **improvements** and the affected agencies.
5. Any other information deemed necessary by the **applicant** to further clarify the proposed **development**.

D. Site Development Plan

One black line print of a final **site plan** or set of plans, at a minimum scale of 1"=30' or other appropriate scale acceptable to the **Official**, showing the following:

1. Name of **development**.
2. Graphic scale and reference meridian.
3. Beaufort County Tax Map and Parcel Number.
4. Date of drawing and date of any revisions.
5. Vicinity sketch showing the general **site** location and depicting vehicular **access** routes accurately referenced to the nearest public road.
6. Topographic survey at 1-foot contour intervals, or other topographic information acceptable to the Town Engineer, unless waived by the Town Engineer.
7. All permanent **structures** and facilities within approximately 50 feet of the proposed **development tract**.
8. Proposed **site development**, including **land uses**, any **building** or other **structure** locations, **street**, **driveway**, bike and pedestrian way, and parking area layouts, and interconnections with **off-site** facilities, if applicable. The plan view of **buildings** shall show limits of roofed areas, and indicate the exterior wall line dimensioned to property lines.
9. Location of proposed drainage system, including **off-site** areas of interconnection.
10. Location of proposed water and sewer system, including **off-site** areas of interconnection.
11. Location of other proposed waste disposal systems, including solid waste collection areas.
12. Location and dimensions for parking and off-street loading areas, where applicable.
13. Location of other utilities such as electrical, telephone, gas line service and cable TV to the **development**.
14. Location of **impervious cover** as required in Chapter 16-3: Zoning Districts.
15. Location of proposed **common open space** areas as required by Sec. 16-5-104, Common Open Space Standards.
16. Location of proposed buffer areas as required by Sec. 16-5-103.
17. Tables indicating calculations for **common open space**, **impervious cover**, and required parking.
18. Delineation of any zoning district boundary which traverses or is **contiguous** to the **development site**, including overlay zones.
19. Where applicable, surveyed delineation of any **wetland** area and required buffers or other delineation of a natural feature on the **site** which is protected or defined under provisions of this Title.
20. Notation as to FEMA/FIRM **flood** zones covering the **site**, and proposed first floor elevation of all **buildings**.
21. Where applicable, surveyed delineation of any known archaeological or historical resource feature, as defined by this Title, located on or **contiguous** with the proposed **development tract**.
22. Fire hydrants and fire lanes in conformance with Sec. 16-5-110, Utility Standards.
23. Location of screened outside trash receptacles and/or enclosures for use by the **building** occupants.
24. Location of proposed setback areas as required by Sec. 16-5-102.

D-17. Certificate of Compliance

A. General Requirements

The **applicant** shall submit the following applicable documents to the **Official** for review and approval:

1. A registered engineer's or registered landscape architect's sealed certification of completed roads, parking, drainage systems and utilities.
2. Certification of compliance with approved landscaping and **tree** planting plan by a registered landscape architect or a landscape contractor.
3. One complete set of as-built drawings, indicating accurate **site** conditions of pavements, parking spaces, utilities, **structures** and drainage.
4. DHEC permits to operate water and sewer systems.
5. Public Service District or similar entity acceptance of completed water and sewer lines for permanent ownership, operation and **maintenance**.
6. Public entity acceptance of ownership and **maintenance** responsibility for dedicated roads and drainage systems where applicable.
7. Other applicable agencies' final certification.
8. An owner's affidavit stating that all work has been completed consistent with the **applicant's development** permit and any applicable provisions of this Title, plus a copy of the documents that clearly set forth the ownership and **maintenance** provisions and responsibilities for infrastructure **improvements**, amenities reflected under the approved plan and any **common open space** areas required.



TOWN OF HILTON HEAD ISLAND

Community Services and Public Safety Committee

TO: Community Services and Public Safety Committee
FROM: Shawn Colin, Assistant Town Manager of Strategic Initiatives
CC: Marc Orlando, Town Manager, ICMA-CM
Curtis Coltrane, Town Attorney
DATE: April 21, 2025
SUBJECT: Consideration of a Resolution of the Town Council of the Town of Hilton Head Island Authorizing the execution of a Non-Exclusive Drainage and Utility Easement Agreement from Beaufort County for Property Located at 55 Gardner Drive

RECOMMENDATION:

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island Authorizing the execution of a Non-Exclusive Drainage and Utility Easement Agreement from Beaufort County for Property Located at 55 Gardner Drive.

BACKGROUND:

The Town of Hilton Head Island has requested that Beaufort County convey to the Town a drainage easement located at 55 Gardner Drive as shown on Attachment 2. The easement is necessary to support the Town's ongoing stormwater management program. The legal basis for the easement dates back to an agreement made in 1980 between Beaufort County and the property owner at 55 Gardner Drive. This agreement granted the County drainage and utility easement rights, which were subsequently amended in 1980. A plat describing the easement area was also recorded at that time.

Beaufort County has agreed to convey this easement to the Town to further its stormwater management efforts, which are critical to maintaining and improving the Island's infrastructure and environmental health.

The proposed Resolution, included as Attachment A, authorizes the Town Council to accept the conveyance of the drainage easement from Beaufort County. The Resolution will acknowledge the easement's history and its intended use for stormwater management and utility purposes.

The following points outline the relevant history of the easement and conveyance:

- On June 27, 1980, Beaufort County was granted easement rights for drainage and utility purposes over the property at 55 Gardner Drive. This was recorded in

the Office of the Register of Deeds for Beaufort County in Official Record Book 303 at Page 122 (Exhibit "A").

- On August 22, 1980, the original easement was amended, and the amendment was recorded in Official Record Book 305 at Page 2056 (Exhibit "B").
- The easement area is shown on a plat recorded in Plat Book 28 at Page 107 (Exhibit "C").
- The Town of Hilton Head Island has requested that Beaufort County convey this easement to support the Town's stormwater management program.

SUMMARY:

The proposed Resolution authorizes the Town Council to accept the conveyance of the drainage easement from Beaufort County. This conveyance will facilitate the Town's stormwater management and utility efforts on Gardner Drive and surrounding area.

- Easement History: The easement was granted to Beaufort County in 1980 for drainage and utility purposes, with an amendment made the same year. The easement is recorded and is described in the attached exhibits.
- Purpose: The conveyance of the easement to the Town will enable the Town to better manage stormwater and maintain essential drainage infrastructure in the area, supporting public safety and environmental health.
- Action Requested: The Committee is asked to review and provide a recommendation to the Town Council for the adoption of a Resolution that will formalize the acceptance of the easement from Beaufort County.

ATTACHMENTS:

1. Attachment A – Resolution to Accept Utility and Drainage Easement located on property located at 55 Gardner Drive
 - a. Exhibit A - Original Easement Agreement (Official Record Book 303, Page 122)
 - b. Exhibit B – Amended Easement Agreement (Official Record Book 305, Page 2056)
 - c. Exhibit C – Plat of Easement Area (Plat Book 28, Page 107)
 - d. Exhibit D – Drainage and Utility Easement Transfer Agreement
2. Attachment 2 – Property Location Map with Proposed Easement

A RESOLUTION BY THE TOWN OF HILTON HEAD ISLAND TOWN COUNCIL AUTHORIZING THE ACCEPTANCE OF THE CONVEYANCE OF A DRAINAGE EASEMENT ON GARDNER DRIVE FROM BEAUFORT COUNTY, SOUTH CAROLINA

WHEREAS, on June 27, 1980, Beaufort County, South Carolina, was conveyed easement rights for drainage and utility purposes over property located at 55 Gardner Drive, by a written easement recorded in the Office of The Register of Deeds for Beaufort County, South Carolina, in Official Record Book 303 at Page 122, a copy of which is attached hereto as Exhibit “A”; and,

WHEREAS, on August 22, 1980, the written easement recorded in Official Record Book 303 at Page 122, was amended by a written amendment that is recorded in the Office of The Register of Deeds for Beaufort County, South Carolina, in Official Record Book 305 at Page 2056, a copy of which is attached hereto as Exhibit “B”; and,

WHEREAS, the Easement is shown and described on a Plat that is recorded in the Office of The Register of Deeds for Beaufort County, South Carolina, in Plat Book 28 at Page 107, a copy of which is attached hereto as Exhibit “C”; and

WHEREAS, the easement and rights described in the documents recorded in the Office of The Register of Deeds for Beaufort County, South Carolina, in Deed Book 303 at Page 122, in Deed Book 305 at Page 2056 and in Plat Book 28 at Page 108 are referred to herein as the “Easement”; and,

WHEREAS, the Town of Hilton Head Island, South Carolina, requested that Beaufort County, South Carolina, convey the Easement to the Town in connection with the Town’s ongoing stormwater management program; and,

WHEREAS, on January 22, 2024, Beaufort County, South Carolina adopted Ordinance 2024-06, which authorized the conveyance of the Easement from Beaufort County, South Carolina, to The Town of Hilton Head Island, South Carolina; and,

WHEREAS, the Town Council for the Town of Hilton Head Island, South Carolina, finds that it is in the best interest of the Town and its citizens, residents, property owners and visitors to accept the ownership of the Easement.

NOW, THEREFORE, BE IT RESOLVED, AND IT HEREBY IS RESOLVED BY THE TOWN COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, THAT:

1. The Town Council authorizes the Town Manager and Town Attorney to accept and record the “Drainage and Utility Easement Transfer Agreement,” in a form and substance similar to the document attached hereto as Exhibit “D.”
2. The Town Manager is authorized to take all actions necessary to meet the maintenance and other obligations set out in the “Drainage and Utility Easement Transfer Agreement,” and the Easement.
3. This resolution shall be effective immediately upon its adoption.

MOVED, APPROVED, AND ADOPTED ON THIS ___ DAY OF MAY, 2025.

Alan R. Perry, Mayor

ATTEST:

Kimberly Gammon, Town Clerk

APPROVED AS TO FORM

Curtis L. Coltrane, Town Attorney

Introduced by Council Member: _____

EXHIBIT "A" TO RESOLUTION FOR ACCEPTANCE OF DRAINAGE AND UTILITY
EASEMENT

STATE OF SOUTH CAROLINA)
COUNTY OF BEAUFORT)

DRAINAGE AND UTILITY EASEMENT

122

KNOW ALL MEN BY THESE PRESENTS that H.I.S., a South Carolina Limited Partnership, for and in consideration of the sum of One Dollar (\$1.00) to it in hand paid at and before the sealing of these presents by Beaufort County, South Carolina, the receipt of which is hereby acknowledged, does hereby bargain, sell, convey, transfer and deliver to Beaufort County, its successors and assigns an easement for drainage and utility purposes over and across the property described on Exhibit "A" attached to and made a part hereof.

The Grantor and its successors shall fully use and enjoy the property described on Exhibit "A", subject only to the easement rights herein granted, and the Grantor reserves the right to make such improvements on said property as it or its successors in title may from time to time elect, so long as the same shall not interfere with or be inconsistent with the easement rights granted herein to Beaufort County.

IN WITNESS WHEREOF, H.I.S. has caused these presents to be duly executed by its authorized General Partner, this 27th day of JUNE, 1980.

H.I.S., a South Carolina
Limited Partnership

By: [Signature]

General Partner

Signed, sealed and delivered

in the presence of:

Mark T. Shawe
William W. Shearman & Sterling
~~NOTARIES PUBLIC~~

FRIEDMAN, HASLAM,
WEINER, GINSBERG,
SHEAROUSE & WEITZ
14 EAST STATE STREET
SAVANNAH, GEORGIA

STATE OF GEORGIA)
COUNTY OF CHATHAM)

123

PERSONALLY appeared before me MARK T. SHAW
and made oath that he saw the within
named HIS, a limited partnership, by its general partner Erwin A. Friedman
sign, seal, and as its act and deed deliver the within
written Drainage and Utility Easement, and that he with
William W. Shearouse witnessed
the execution thereof.

Mark T. Shaw

Sworn to before me this 27th
day of June, 1980.

Harvey Weitz
Notary Public

HARVEY WEITZ
Notary Public, Chatham County, Ga.
My Commission Expires Jan. 23, 1983

FRIEDMAN, HASLAM,
WEINER, GINSBERG,
SHEAROUSE & WEITZ
14 EAST STATE STREET
SAVANNAH, GEORGIA

EXHIBIT A

ALL that certain tract or parcel of land situate, lying and being on Hilton Head Island, Beaufort County, South Carolina and being particularly described as follows:

Commencing at the point where the centerline of Mathews Drive intersects the centerline of U.S. Highway 278 and proceeding thence N 75° 26' 20" W a distance of 2,608.16 feet to a point; proceeding thence S 14° 33' 40" W, a distance of 358.00 feet to a point which marks the point of beginning, which is located on the western boundary line of the property of the Grantor; proceeding thence S 75° 26' 20" E, a distance of 35.00 feet to a point; proceeding thence S 14° 33' 40" W, a distance of 1,528.81 feet to a point; proceeding thence S 42° 47' 45" E, a distance of 53.94 feet to a point; proceeding thence N 79° 50' 50" E, a distance of 125.97 feet to a point; proceeding thence S 86° 59' 10" E, a distance of 240.66 feet to a point; proceeding thence S 84° 29' 10" E, a distance of 97.79 feet to a point; proceeding thence N 65° 30' 50" E, a distance of 50.00 feet to a point; proceeding thence S 84° 29' 10" E, a distance of 125.00 feet to a point; proceeding thence S 54° 29' 10" E, a distance of 50.00 feet to a point; proceeding thence S 84° 29' 10" E, 310.08 feet to a point; proceeding thence N 75° 50' 30" E, a distance of 170.06 feet to a point; proceeding thence S 14° 33' 41" W, a distance of 57.01 feet to a point; proceeding thence S 75° 50' 30" W, a distance of 151.33 feet to a point; proceeding thence N 84° 29' 10" W, a distance of 627.05 feet to a point; proceeding thence N 86° 59' 10" W, a distance of 233.80 feet to a point; proceeding thence S 79° 50' 50" W, a distance of 231.74 feet to a point; proceeding thence N 14° 33' 40" E, a distance of 1,649.96 feet to a point which is the point of beginning, said tract containing 2.82 acres and being more particularly described on that certain plat prepared by Hussey, Gay & Bell, Consulting Engineers, dated June, 1980, which plat is recorded in the Office of the Clerk of Court for Beaufort County, South Carolina in Plat Record Book 28, Page 207.

SAVING AND EXCEPTING THEREFROM that certain parcel of land conveyed to Hilton Head #1 Public Service District by the Grantor herein by Deed dated May 26, 1977, and recorded in Deed Book 248, Page 1210 at the Office of the Clerk of Court for Beaufort County, South Carolina, for the location of a sewer lift station.

SUBJECT also to the rights of the Hilton Head #1 Public Service District to a nonexclusive sanitary sewer and water easement located within a portion of the property contained in the within easement, which was granted by the Grantor herein by instrument dated May 26, 1977 and recorded in the Office of the Clerk of Court for Beaufort County, South Carolina, in Deed Book 248, Page 1215.

witnesses the execution thereof.

FRIEDMAN, HASLAM,
WEINER, GINSBERG,
SHEAROUSE & WEITZ
14 EAST STATE STREET
SAVANNAH, GEORGIA

Sworn to before me this 27
day of June, 1980.

Betty Gray
Notary Public

BETTY GRAY
Notary Public, Chatham County, Ga.
My Commission Expires Feb. 7, 1982

Dorothy L. Rhodes

Public Works Dept. (Water Office)

FILED AT <u>3:45</u> O'CLOCK <u>PM</u>	BEAUFORT COUNTY S. C. JUL 1 1980	RECORDED IN BOOK <u>303</u> PAGE <u>122</u>
<u>Royanne W. Beverly</u> CLERK OF COURT OF COMMON PLEAS		

STATE OF GEORGIA)
COUNTY OF CHATHAM)

CONSENT TO EASEMENT

THE CITIZENS AND SOUTHERN NATIONAL BANK, as the holder of that certain First Mortgage dated July 2, 1973 **125** and recorded with the Clerk of Court for Beaufort County, South Carolina in Mortgage Book 159 at Page 770 and rerecorded with said Clerk in Mortgage Book 168 at Page 948, aforesaid records; and modified by Loan Modification Agreement dated August 15, 1979, and recorded in Deed Book 221 at Page 863, aforesaid records, covering the property described in the foregoing Easement for Drainage and Utility purposes granted to Beaufort County, does hereby consent to the granting of said easement and agrees that any sale made under the provisions of said Mortgage shall be subject thereto.

IN WITNESS WHEREOF, the said CITIZENS AND SOUTHERN NATIONAL BANK has caused these presents to be executed this 27 day of June, 1980 through its duly authorized officers with its corporate seal affixed thereto.

Signed, Sealed and Delivered in the presence of:

Dorothy L. Rhodes
Betty Gray
STATE OF GEORGIA)
COUNTY OF CHATHAM)

THE CITIZENS AND SOUTHERN NATIONAL BANK

By:

Al B. Pace, Jr.
Vice President

Attest:

David Braithwaite
Commercial Officer

PERSONALLY appeared before me Dorothy L. Rhodes and made oath that she saw the within named Al B. Pace, Jr., VP and David Braithwaite, Commercial Officer sign, seal, and as its act and deed deliver the within written Consent to Easement, and that she with Betty Gray witnesses the execution thereof.

FRIEDMAN, HASLAM,
WEINER, GINSBERG,
SHEAROUSE & WEITZ
14 EAST STATE STREET
SAVANNAH, GEORGIA

Sworn to before me this 27 day of June, 1980.

Betty Gray
Notary Public

BETTY GRAY
Notary Public, Chatham County, Ga.
My Commission Expires Feb. 7, 1982

Dorothy L. Rhodes
Public Works Dept. (Water Office)

FILED AT <u>3:45</u> O'CLOCK <u>PM</u>	BEAUFORT COUNTY S. C. JUL 1 1980	RECORDED IN BOOK <u>303</u> PAGE <u>122</u>
--	---	--

Royanne W. Beverly
CLERK OF COURT OF COMMON PLEAS

EXHIBIT “B” TO RESOLUTION FOR ACCEPTANCE OF DRAINAGE AND UTILITY
EASEMENT

STATE OF SOUTH CAROLINA)
COUNTY OF BEAUFORT)
AMENDMENT TO
DRAINAGE AND UTILITY EASEMENT

WHEREAS, on June 27, 1980, the undersigned. H.I.S., a South Carolina Limited Partnership, executed and delivered to Beaufort County, a certain easement for drainage and utility purposes, which easement is duly recorded in the Office of the Clerk of Court for Beaufort County, South Carolina, in Deed Book 303, Page 122; and, 2056

WHEREAS, contemporaneously with the granting of said easement, a plat describing the same was duly recorded in the Office of the Clerk of Court of Beaufort County, South Carolina, in Plat Record Book 28, Page 207; and,

WHEREAS, the description of the property over which said easement was granted contains an error; and,

WHEREAS, H.I.S. wishes to add to the property covered by said easement an additional parcel.

NOW, THEREFORE, for and in consideration of the foregoing recitals and to correct the description of the property covered by said easement and to add to said easement certain additional property, said Drainage and Utility Easement is hereby amended by deleting therefrom Exhibit "A" and substituting the Exhibit "A" attached hereto so that hereafter the property subject to said Drainage and Utility Easement shall be as described on the Attached Exhibit "A" and not as described on said Exhibit "A" attached to the document dated June 27, 1980.

Except as expressly modified herein, said Drainage and Utility Easement shall remain in full force and effect as originally granted.

IN WITNESS WHEREOF, H.I.S. has caused these presents to be duly executed by its authorized General Partner, this 22nd day of August, 1980.

H.I.S., a South Carolina
Limited Partnership

By: [Signature]
General Partner

FRIEDMAN, HASLAM,
WEINER, GINSBERG,
SHEAROUSE & WEITZ
14 EAST STATE STREET
SAVANNAH, GEORGIA

Signed, sealed and delivered
in the presence of:

[Signature]
[Signature]

EXHIBIT "A"

ALL that certain tract or parcel of land situate, lying and being on Hilton Head Island, Beaufort County, South Carolina and being particularly described as follows:

2057
Commencing at the point where the centerline of Mathews Drive intersects the centerline of U.S. Highway 278 and proceeding thence N 75° 26' 20" W, a distance of 2,608.16 feet to a point; proceeding thence S 14° 33' 40" W, a distance of 358.00 feet to a point which marks the point of beginning, which is located on the western boundary line of the property of the Grantor; proceeding thence S 75° 26' 20" E, a distance of 35.00 feet to a point; proceeding thence S 14° 33' 40" W, a distance of 1,238.81 feet to a point; proceeding thence S 42° 47' 45" E, a distance of 53.94 feet to a point; proceeding thence N 79° 50' 50" E, a distance of 125.97 feet to a point; proceeding thence S 86° 59' 10" E, a distance of 240.66 feet to a point; proceeding thence S 84° 29' 10" E, a distance of 97.79 feet to a point; proceeding thence N 65° 30' 50" E, a distance of 50.00 feet to a point, proceeding thence S 84° 29' 10" E, a distance of 125.00 feet to a point; proceeding thence S 54° 29' 10" E, a distance of 50.00 feet to a point; proceeding thence S 84° 29' 10" E, a distance of 215.43 feet to a point; proceeding thence N 12° 42' 35" W, a distance of 55.23 feet to a point; proceeding thence S 75° 26' 20" E, a distance of 45.00 feet to a point; proceeding thence S 12° 42' 35" E, a distance of 47.78 feet to a point; proceeding thence S 84° 29' 10" E, a distance of 52.54 feet to a point; proceeding thence N 75° 50' 30" E, a distance of 18.73 feet to a point; proceeding thence S 14° 33' 41" W, a distance of 57.01 feet to a point; proceeding thence N 84° 29' 10" W, a distance of 627.05 feet to a point; proceeding thence N 86° 59' 10" W, a distance of 233.80 feet to a point; proceeding thence S 79° 50' 50" W, a distance of 231.74 feet to a point; proceeding thence N 14° 33' 40" E, a distance of 1,359.96 feet to a point, which is the point of beginning, said tract containing 2.46 acres and being more particularly described on that certain plat prepared by Hussey, Gay & Bell, Consulting Engineers, dated June, 1980, and revised August, 1980, which plat is recorded in the office of the Clerk of Court for Beaufort County

FRIEDMAN, HASLAM,
WEINER, GINSBERG,
SHEAROUSE & WEITZ
14 EAST STATE STREET
SAVANNAH, GEORGIA

EXHIBIT "A"

ALL that certain tract or parcel of land situate, lying and being on Hilton Head Island, Beaufort County, South Carolina and being particularly described as follows:

Commencing at the point where the centerline of Mathews Drive intersects the centerline of U.S. Highway 278 and proceeding thence N 75° 26' 20" W, a distance of 2,608.16 feet to a point; proceeding thence S 14° 33' 40" W, a distance of 358.00 feet to a point which marks the point of beginning, which is located on the western boundary line of the property of the Grantor; proceeding thence S 75° 26' 20" E, a distance of 35.00 feet to a point; proceeding thence S 14° 33' 40" W, a distance of 1,238.81 feet to a point; proceeding thence S 42° 47' 45" E, a distance of 53.94 feet to a point; proceeding thence N 79° 50' 50" E, a distance of 125.97 feet to a point; proceeding thence S 86° 59' 10" E, a distance of 240.66 feet to a point; proceeding thence S 84° 29' 10" E, a distance of 97.79 feet to a point; proceeding thence N 65° 30' 50" E, a distance of 50.00 feet to a point, proceeding thence S 84° 29' 10" E, a distance of 125.00 feet to a point; proceeding thence S 54° 29' 10" E, a distance of 50.00 feet to a point; proceeding thence S 84° 29' 10" E, a distance of 215.43 feet to a point; proceeding thence N 12° 42' 35" W, a distance of 55.23 feet to a point; proceeding thence S 75° 26' 20" E, a distance of 45.00 feet to a point; proceeding thence S 12° 42' 35" E, a distance of 47.78 feet to a point; proceeding thence S 84° 29' 10" E, a distance of 52.54 feet to a point; proceeding thence N 75° 50' 30" E, a distance of 18.73 feet to a point; proceeding thence S 14° 33' 41" W, a distance of 57.01 feet to a point; proceeding thence N 84° 29' 10" W, a distance of 627.05 feet to a point; proceeding thence N 86° 59' 10" W, a distance of 233.80 feet to a point; proceeding thence S 79° 50' 50" W, a distance of 231.74 feet to a point; proceeding thence N 14° 33' 40" E, a distance of 1,359.96 feet to a point, which is the point of beginning, said tract containing 2.46 acres and being more particularly described on that certain plat prepared by Hussey, Gay & Bell, Consulting Engineers, dated June, 1980, and revised August, 1980, which plat is recorded in the office of the Clerk of Court for Beaufort County

FRIEDMAN, HASLAM,
WEINER, GINSBERG,
SHEAROUSE & WEITZ
14 EAST STATE STREET
SAVANNAH, GEORGIA

South Carolina in Plat Record Book _____, Page _____.

SAVING AND EXCEPTING THEREFROM that certain parcel of land conveyed to Hilton Head #1 Public Service District by the Grantor herein by Deed dated May 26, 1977, and recorded in Deed Book 248, Page 1210 at the Office of the Clerk of Court for Beaufort County, South Carolina, for the location of a sewer lift station.

SUBJECT also to the rights of the Hilton Head #1 Public Service District to a nonexclusive sanitary sewer and water easement located within a portion of the property contained in the within easement, which was granted by the Grantor herein by instrument dated May 26, 1977, and recorded in the Office of the Clerk of Court for Beaufort County, South Carolina, in Deed Book 248, Page 1215. 2058

Page 2 of 2

FRIEDMAN, HASLAM,
WEINER, GINSBERG,
SHEAROUSE & WEITZ
14 EAST STATE STREET
SAVANNAH, GEORGIA

STATE OF GEORGIA)
COUNTY OF CHATHAM)

PERSONALLY appeared before me _____ Lynn C. Shearouse
and made oath that she saw the within named H.I.S., a Limited
Partnership, by Erwin A. Friedman, a General Partner,
sign, seal and as its act and deed deliver the within Drainage
and Utility Easement, and that she with Dianna L. Beaudry
_____, witnessed the execution thereof.

John C. Masouris

Sworn to before me this 22nd
day of August, 1980.

Robert J. Whinnery
Notary Public

ADELE T. QUINNEY
Notary Public, Georgia State at Large
My Commission Expires June 8, 1982

**FRIEDMAN, HASLAM,
WEINER, GINSBERG,
SHEAROUSE & WEITZ**
14 EAST STATE STREET
SAVANNAH, GEORGIA

STATE OF GEORGIA)
COUNTY OF CHATHAM)

CONSENT TO AMENDMENT TO EASEMENT

THE CITIZENS AND SOUTHERN NATIONAL BANK, as the holder of that certain First Mortgage dated July 2, 1973, and recorded with the Clerk of Court for Beaufort County, South Carolina, in Mortgage Book 159 at Page 770 and rerecorded with said Clerk in Mortgage Book 168 at Page 948, aforesaid records; and modified by Loan Modification Agreement dated August 15, 1979, and recorded in Deed Book 221 at Page 863, aforesaid records, covering the property described in the foregoing Amendment to Easement for Drainage and Utility purposes granted to Beaufort County, does hereby consent to the granting of said easement and agrees that any sale made under the provisions of said Mortgage shall be subject thereto. 2060

IN WITNESS WHEREOF, the said CITIZENS AND SOUTHERN NATIONAL BANK has caused these presents to be executed this 25th day of August, 1980, through its duly authorized officers with its corporate seal affixed thereto.

Signed, Sealed and Delivered in the presence of:

Dorothy L. Rhodes
Betty Gray

THE CITIZENS AND SOUTHERN NATIONAL BANK

By: Al B. Pace, Jr.
Vice President

Attest: David M. Braithwaite
Commercial Officer

STATE OF GEORGIA)
COUNTY OF CHATHAM)

PERSONALLY appeared before me Dorothy L. Rhodes

and made oath that she saw the within named

Al B. Pace, Jr., Vice President, and David M. Braithwaite, Commercial Officer

sign, seal and as its act and deed deliver the within written

Consent to Amendment to Easement and that she with Betty

Gray witnessed the execution thereof.

FRIEDMAN, HASLAM,
WEINER, GINSBERG,
SHEAROUSE & WEITZ
14 EAST STATE STREET
SAVANNAH, GEORGIA

Sworn to before me this 25th
day of August, 1980.

Betty Gray
Notary Public

Dorothy L. Rhodes
Notary Public

FILED	BEAUFORT	RECORDED
AT	COUNTY.	IN
4:45	S. C.	BOOK
O'CLOCK	AUG 29 1980	305
P. M.		PAGE
		2056
Rouanne W. Beverly		
CLERK OF COURT OF COMMON PLEAS		

EXHIBIT “C” TO RESOLUTION FOR ACCEPTANCE OF DRAINAGE AND UTILITY
EASEMENT

PLAT BOOK 28 PAGE 207

HILTON HEAD
THE COMPANY

POINT OF BEGINNING



H.I.S. PARTNERSHIP

MID ISLAND
ESTATES

HILTON HEAD
GARDENS



IN MY OPINION THIS PLAT IS A
CORRECT REPRESENTATION OF
THE LAND PLATTED AND WAS
PREPARED IN CONFORMITY
WITH THE MINIMUM STANDARDS
AND REQUIREMENTS OF LAW.

2/20/07
JLH

E. MATTHEWS DR.

POINT OF COMMENCING

U.S. HWY. No. 378 136' R/W
N 75° 24' 20" W 2408.16'

PLAT OF

2.82 ACRE
DRAINAGE & UTILITY EASEMENT
FOR

BEAUFORT COUNTY, S.C.

HUSSEY, GAY & BELL

CONSULTING ENGINEERS SAVANNAH, GEORGIA

DATE: 2/20/07 BY: JLH

EXHIBIT “D” TO RESOLUTION FOR ACCEPTANCE OF DRAINAGE AND UTILITY
EASEMENT

DRAINAGE AND UTILITY EASEMENT TRANSFER AGREEMENT

THIS DRAINAGE AND UTILITY EASEMENT MODIFICATION AGREEMENT
(the “**Agreement**”) is made this ____ day of _____, 2025, by and between **Beaufort County** (hereinafter “**Grantor**”), a South Carolina municipal corporation with an address of Post Office Box 1228, Beaufort, South Carolina 29901 and the governmental authority of **Town of Hilton Head, South Carolina** (hereinafter “**Grantee**”), a South Carolina municipal corporation with an address of 1 Town Center Court, Hilton Head Island, SC 29928.

WHEREAS, Grantor owns a non-exclusive easement for drainage and utility purposes located at 55 Gardner Drive, Hilton Head Island, South Carolina 29926, which is more particularly described in **Exhibit “A”**, attached hereto and made a part hereof (the **“Property”**); and

WHEREAS, Beaufort County owns a non-exclusive easement for drainage and utility purposes over and across portions of the Property pursuant to an easement dated August 22, 1980 and recorded in the Beaufort County Register of Deeds (the “**ROD**”) in **Book 303 at Page 122** and **Book 305 at Page 2056** (the “**Easement**”) as depicted in that certain plat recorded in the ROD in **Plat Book 28 at Page 207** (the “**Easement Area**”); and

WHEREAS, Grantor has requested and Grantee has agreed to the transfer of the Easement for purposes of the terms set forth in the Easement as are particularly described herein.

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS that Grantor, for and in consideration of the sum of One and No/100 Dollars (\$1.00), the covenants, conditions and agreements contained herein, and other good and valuable consideration, in hand paid, the receipt and legal sufficiency of which is hereby acknowledged, Grantor and Grantee hereby agree as follows:

1. The above recitals are incorporated herein by reference thereto, as fully as if restated herein.
2. Grantor and Grantee acknowledge and agree that the Easement is hereby transferred of any and all maintenance responsibilities.
3. Grantee's right to undertake maintenance, alterations or repairs to the Utility Improvements or Hardscape as it deems necessary in its sole reasonable discretion so long as such activity does not diminish Grantor's rights set forth in the Easement as modified by this Agreement, shall not be modified or altered by this Agreement. Subsequent to the completion of redevelopment of the Property contemplated in this Agreement, and except for normal and routine care and maintenance, Grantor agrees to use best efforts to notify Grantee prior to undertaking maintenance, alteration, or repairs to the Utility Improvements or Hardscape.

4. Except as modified herein, all benefits, obligations, terms and conditions of the Easement shall remain in full effect and are ratified by the parties hereto. In the event of any conflict between the terms of this Agreement and the Easement, the terms and conditions of this Agreement shall prevail.
5. This Agreement is subject to all other easements, licenses, and conveyances of record and are subject to the rights herein reserved by Grantor, its successors and assigns, to utilize the Property at any time, in any manner, and for any purpose, provided, however, that such use by Grantor shall not be inconsistent with nor prevent the full utilization by Grantee of the rights and privileges granted herein.
6. The invalidity or unenforceability of any provision of this Agreement shall not affect the other provisions hereof, and this Agreement shall be construed in all respects as if such invalid and unenforceable provision were omitted. This Agreement and the terms and provisions hereof shall bind and inure to the benefit of the parties and their respective legal representatives, and successors and assigns. This Agreement shall be governed and construed in accordance with the laws of the State of South Carolina. This Agreement is intended by the parties hereto to be the final expression of their agreement and constitute a complete and exclusive statement of the terms hereof notwithstanding any representations or statements to the contrary heretofore made. In the event of litigation relating to enforcement of rights under this Agreement, the prevailing party shall be entitled to recover from the non-prevailing party all litigation expenses, including attorneys' fees and court costs. This Agreement may not be amended, modified, altered or changed in any respect whatsoever, except by a further written agreement duly executed by the parties hereto.

WITNESS the hands and seals of the undersigned the date and year first above written.

IN THE PRESENCE OF:

GRANTOR:

Beaufort County, South Carolina

Signature of Witness #1

By: _____
Its: _____

Signature of Notary Public

STATE OF SOUTH CAROLINA

)

)

ACKNOWLEDGMENT

COUNTY OF BEAUFORT

)

I, the undersigned Notary Public, do hereby certify that _____ as
_____ of **Beaufort County**, personally appeared before me this day and
acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal this _____ day of _____, 2025.

Notary Public for South Carolina

My Commission Expires: _____

Witness the hands and seals of the undersigned the date and year first above written.

IN THE PRESENCE OF:

GRANTEE:

Town of Hilton Head

Signature of Witness #1

By: _____

Its: _____

Signature of Notary Public

STATE OF SOUTH CAROLINA

)

)

ACKNOWLEDGMENT

COUNTY OF BEAUFORT

)

I, the undersigned Notary Public, do hereby certify that _____ as
_____ of **Town of Hilton Head**, personally appeared before me this day
and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal this _____ day of _____, 2025.

Notary Public for South Carolina

My Commission Expires: _____

Exhibit "A"

Legal Description of Property

ALL that certain lot, tract or parcel of land situate, lying and being 12.16± acres of a portion of the Honey Horn Plantation, Hilton Head Island, Beaufort County, South Carolina. For a more particular description of said property, reference is made to that certain plat prepared by Hussey, Gay & Bell, Consulting Engineers on April 23, 1982, of a portion of the Honey Horn Plantation, Hilton Head Island, Beaufort County, South Carolina, which plat is recorded in the Beaufort County Records in Plat Book 30, at Page 125, said real property being shown upon said plat.

AND ALSO, ALL that certain lot, tract or parcel of land situate, lying and being located in the Town of Hilton Head Island, Beaufort County, South Carolina, which is designated as "0.193 acres to be conveyed to Hilton Head Christian Academy," as more fully shown on the plat prepared by Surveying Consultants, Inc., Terry G. Hatchell, SCRLS No. 11059 dated June 9, 2009, and entitled "Boundary Recombination Plat of 0.193 acres, Gardner Drive, to be conveyed to Hilton Head Christian Academy, Subdivided from Tax Parcel R510 008 000 101B 0000 Lands of the Town of Hilton Head Island," which is recorded in the Beaufort County Records in Plat Book 128 at Page 79.

AND ALSO, ALL that certain piece, parcel or tract of land situate, lying and being on Hilton Head Island, Beaufort County, South Carolina, containing 6.22 acres, more or less, and being shown as Parcel II and Access Easement on that certain Plat prepared by Coastal Surveying Co., Inc., and recorded December 28, 1995 in the Beaufort County Records in Plat Book 54 at Page 187.

LESS AND EXCEPT ALL that certain piece, parcel or tract of land situate, lying and being in the Town of Hilton Head Island, Beaufort County, South Carolina, consisting of 4.747 acres, more or less, and shown and described as "REVISED PARCEL B" on a plat entitled Boundary Recombination of Survey of Revised Parcel B, Gardner Drive & William Hilton Parkway, to be conveyed by the Town of Hilton Head Island, a Section of Honey Horn Plantation & Parcel II, Indigo Run Plantation," dated June 10, 2009, prepared by Surveying Consultants, Inc., certified by Terry G. Hatchell, SCRLS #11059, which is recorded in the Beaufort County Records in Plat Book 128 at Page 102.

Beaufort County TMS # R510-008-000-098A-00000 + R510-008-000-101B-0000

Exhibit “B”

Site Plan



Easement section to transfer to the Town of Hilton Head is the portion running behind the following real properties: R510 008 00A 101A 0000, R510 008 00A 101B 0000, R510 008 00A 0074 0000, R510 008 00A 0073 0000, R510 008 00A 0072 0000, R510 008 00A 0072 0000, R510 008 00A 0071 0000, R510 008 00A 0070 0000, R510 008 00A 0069 0000, R510 008 00A 0068 0000.

Address 55 Gardner Drive
PIN R510 008 000 098A 0000

-  Proposed Easement
-  55 Gardner Drive
-  Town Owned Property

