



Town of Hilton Head Island
**COMMUNITY SERVICES AND PUBLIC SAFETY
COMMITTEE MEETING**
Monday, April 21, 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

Other Members of Town Council Present: Alex Brown, Mayor Pro-Tem

Adoption of the Agenda

Mr. Alfred made a motion to amend the agenda to move the item Presentation of the Annual Fire Rescue Report to after the approval of the minutes. Mr. DeSimone seconded. Motion carried 3-0.

Approval of the Minutes

Regular Meeting Minutes of March 17, 2025

Mr. Alfred moved to approve. Mr. DeSimone seconded. Motion carried 3-0.

Presentations

Presentation of the Annual Fire Rescue Report - Chris Blankenship, Fire Chief

Chris Blankenship made a presentation to the Committee. Highlights of the presentation are as follows:

- 10,015 Total Incident and 14,005 Total Unit Responses with 27 Average Incidents per day
 - EMS - 7,267
 - Fire - 2,533
 - HazMat - 63
 - Rescue – 162
- 10th Busiest Department in South Carolina
- 30% Increase in Call Volume since 2020
- Structure Fires
 - \$3,46,335,109 Total Property Saved
 - \$3,162,191 Total Property Lost
- Frequently Responded Locations
 - 421 Squire Pope Road, 300 Woodhaven Drive, 110 Gardner Drive, 801 Lemon

Grass Court, 120 Lamotte Drive

- New Pumpers
 - 8 New pumpers custom built to replace the 2008 pumpers
 - Cost of 1 pumper \$631,391.88
 - Fully funded by Hospitality Tax
 - All Forward Facing Seats
 - 1500 Gallon per minute pumps
 - Tank Capacities: 500 Gallons of water & 60 Gallons of Foam
- Emergency Medical Service
 - Top 3 Primary Impressions; General weakness, injury of head and syncope/fainting
 - Male 48% vs Female 52%
 - 5,997 Total Patients
 - 4,811 Patients from South Carolina
 - \$2,457,105 EMS Revenue Collected
 - \$440.63 Average cost per trip
 - 7 Cardiac Arrest Survivors
 - 70% Save Rate
 - 26 National Average Save Rate
- Safety & Professional Development
 - 34,849 Training Hours
 - 15 Line Personnel Hired
 - 3 Attended Fire Academy
 - 12 Hired Certified
- Special Operations
 - Technical Rescue Team
 - 11 Monthly Training Sessions
 - 49 Current Members
 - Attended 4 State Rescue Events
 - Hazardous Materials Team
 - 11 Monthly Training Sessions
 - 1,013 Hours of Training
 - 54 Current Members
- 911 Communications
 - 59,915 Total incoming calls
 - 911 Calls – 29,047
 - 10:00 – 11:00 Busiest Time of Day
 - June- Busiest Month
 - 9,926 Calls Transferred to other 911 Centers
 - Friday – Busiest Day of the Week
- Community Outreach & Recruitment
 - 2,982 Total Community Connections
- Emergency Management
 - 15 Presentations with 500 participants
 - 1,756 Emergency Preparedness Guides distributed

- Accomplishments
 - 2024 Silver Mission Lifeline EMS Award
 - Replacement of Town AEDs at Town parks and public facilities
 - Welcomed two new Medical Control Physicians
- Staffing Updates
 - Promoted internally for EMS Lieutenant
 - Hired the following: Community Risk Reduction Specialist, 15 Firefighters and 1 Dispatcher
 - Operations – Two Vacancies
 - Administration – Fully Staffed
- Challenges
 - Headquarters – No additional room for growth, increased use of classroom for multiple events, and there is a need to bring headquarters and EOC into one Town-Owned location

Committee Members had questions, comments and discussion regarding: the traffic and timing impacts getting to calls; the life of firetrucks; what are the AED requirements for businesses; the use of helicopter transportation and the cost; the awareness of CPR/AED classes and a general thank you from the committee members for what Fire Rescue does for the Town.

Executive Session

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

At 9:28 a.m., Mr. Alfred moved to enter into Executive Session for the reasons as stated by Chair Becker. Mr. DeSimone seconded. Motion carried 3-0.

At 11:14 a.m., Mr. Alfred moved to end Executive Session and return to the regular meeting. Mr. DeSimone seconded. Motion carried 3-0.

Action from Executive Session

There was no action.

New Business

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

Shawn Colin addressed the Committee regarding the following information.

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.

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.

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.

Mr. Alfred made a motion to forward to Town Council for consideration of approval and 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. Mr. DeSimone seconded.

Chair Becker asked for public comment.
There was no public comment.

Committee Members had questions, comments and discussion regarding: restricting animals; clarification of the restricted areas; the use of the word “dog” and not animals; and the seizure of animals from owners.

Curtis Coltrane, Town Attorney, clarified the original ordinance and informed the Committee that there was language that spoke to animals being seized by the appropriate authority if necessary.

Ms. Becker made a motion to remove Section 8-2-211 (8) (e) from the proposed ordinance. Mr. DeSimone seconded. Motion failed 1-2 (Alfred and DeSimone opposed)

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

Ben Brown addressed the Committee regarding the following information.

Mr. Brown provided background to date from the inception of the Workforce Housing Strategic Plan in 2019. He further discussed the project details.

Project Scope:

1. 11 acres of Town-owned property located close to HHI schools, the Island Rec Center, and the Boys and Girls Club
2. Energy efficient sustainable neighborhood with high-quality architecture and construction
3. Approximately 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

Workforce Affordability:

1. HHI essential workforce, such as teachers, first responders, health care providers, and hospitality workers
2. 60% to 150% of Area Median Income (AMI), with at least 50% of households earning 60% to 80% AMI
3. Affordability Covenants

OneStreet Residential's Role:

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

Town's Role:

1. Project vision
2. 11 acres of land through a 65-year ground lease
3. \$1 million grant with contributions secured from ARPA
4. Zoning entitlements
5. Long-term monitoring and programming support

Zoning Timeline:

- **Planning Commission** – March 19, 2025
 - ✓ Text Amendments & Zoning Map Amendment
 - RM-12, 25% density bonus for Workforce Housing for up to 15 units per acre
 - RM-12, 45% maximum impervious surface coverage
 - RM-12, Major Arterial and a minimum lot size of 5 acres
- **Community Services and Public Safety Committee** – April 21, 2025
- **Town Council 1st Reading** – May 20, 2025
- **Town Council 2nd Reading** – June 3, 2025

Missy Luick addressed the Committee regarding the following information.

Revitalize and Modernize the Economy is a focus area in the adopted Town Council 2023-2025 Strategic Action Plan. 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.

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

In January 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.

In June 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 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.

Lastly Mrs. Lucik went through the proposed amendments, provided comparative research and nonconformities.

Mr. Alfred made a motion to forward to Town Council for consideration 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. Mr. DeSimone seconded.

Chair Becker opened the floor to public comment.

Katie Henderson addressed the Committee regarding how dangerous the area is now with traffic and something needs to be done.

Ashleigh Phillips addressed the Committee regarding that the project looks good, however, the traffic on Gumtree Road is dangerous turning left and she is unsure how it will work adding road in front of the current post office as that area is tight already.

Members of the committee had questions, comments and discussion regarding: the amount of green space utilized in the project; the type of proposed pavers that will be used; will the Town look at other available land that this proposed rezoning could affect; and if the current United States Postal Service Property has been acquired for the proposed improvements.

Motion Carried 3-0.

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

Missy Luick addressed the Committee regarding the following information.

In June 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 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).

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.

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.

Mr. Alfred made a motion to forward to Town Council for consideration 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. Mr. DeSimone seconded.

Chair Becker opened the floor to public comment.

There was no public comment.

Members of the committee had questions, comments and discussion regarding: being in favor of housing but not wanting to lose the natural environment and wanting to protect the island.

Motion carried 3-0.

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

Missy Luick addressed the Committee regarding the following information.

Revitalize and Modernize the Economy is a focus area in the adopted Town Council 2023-2025 Strategic Action Plan. 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.

In September 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.

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

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.

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
- B. Stormwater Discharge
- C. Refuse and Site Cleanliness
- D. Traffic and Parking

- E. Site Management
- F. Enforcement

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.

Mr. Alfred made a motion to forward to Town Council for consideration 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. Ms. Becker seconded.

Chair Becker opened the floor to public comment.

There was no public comment at this time.

Members of the committee had questions, comments and discussion regarding: what prompted the change; some of these amendments are already in place; the Town should be business friendly; the overall process should be easier; rules should apply to everyone; these amendments ensure that the contractor has a plan to manage job sites; clarification of the refuse plan; this ensures clarity for better enforcement; the Town struggles getting qualified contractors; and the Town should be sensitive to the construction industry.

Motion carried 2-1 (DeSimone opposed).

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

Missy Luick addressed the Committee regarding the following information.

Revitalize and Modernize the Economy is a focus area in the adopted Town Council 2023- 2025 Strategic Action Plan. 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.

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

In February 2025, the Planning Commission held a public hearing and requested several modifications to the proposed text amendment.

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

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

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.

Mr. Alfred made a motion to forward to Town Council for consideration 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. Mr. DeSimone seconded.

Chair Becker opened the floor to public comment.

Chester Williams addressed the Committee on his concerns of the way the changes are presented and is substantially new language, impossible to read and uses suggestive language and the use of “may vs shall” of the LMO Official shall be removed.

Members of the committee had questions, comments and discussion regarding: clarification of what is acceptable and may vs shall.

Motion carried 3-0.

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

Shawn Colin addressed the Committee reading the following information.

The Town of Hilton Head Island has requested that Beaufort County convey to the Town a drainage easement located at 55 Gardner Drive. 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 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.

Mr. Alfred made a motion to forward to Town Council for consideration 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. Mr. DeSimone seconded.

Motion carried 3-0.

Public Comment - Non Agenda Items

There was no public comment during this time.

Adjournment

Chair Becker adjourned the meeting at 1:31 p.m.

Approved: May 19, 2025

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