



Town of Hilton Head Island

Town Council Meeting

Tuesday, September 16, 2025, 3:00 PM
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. Invocation – Reverend Brett Myers, First Baptist Church Hilton Head Island**
- 4. Adoption of the Agenda**
- 5. Approval of the Minutes**
 - a. Workshop Meeting Minutes of July 29, 2025
 - b. Regular Meeting Minutes of August 19, 2025
 - c. Workshop Meeting Minutes of August 26, 2025
- 6. Presentations and Recognitions**
 - a. Report of the Town Manager
 - b. Recognition of Thomas Barnwell - Senator Tom Davis
 - c. Proclamation Recognizing Senior Month - Mayor Alan Perry
 - d. Town of Hilton Head Island Destination Marketing Public Relations Update and Metrics Report (FY25 Marketing Plan -Quarter 4) - Charlie Clark, Hilton Head Island - Bluffton Chamber of Commerce Vice President of Communications
- 7. Reports from Members of Town Council**
 - a. General Reports from Town Council
 - b. Report of the Lowcountry Area Transportation Study – Councilmember Tamara Becker

- c. Report of the Lowcountry Council of Governments – Councilmember Steve Alfred
- d. Report of the Beaufort County Airports Board – Councilmember Melinda Tunner
- e. Report of the Southern Lowcountry Regional Board – Councilmember Patsy Brison
- f. Report of the Island Recreation Association Board – Mayor ProTempore Alex Brown
- g. Report of the Beaufort County Economic Development Corporation - Mayor Alan Perry
- h. Report of the Gullah Geechee Historic Neighborhoods Community Development Corporation - Mayor ProTempore Alex Brown
- i. Report of the Community Services and Public Safety Committee – Councilmember Tamara Becker
- j. Report of the Finance and Administrative Committee – Mayor ProTempore Alex Brown

8. Consent Agenda

- a. Consideration of an Ordinance of the Town Council of the Town of Hilton Head Island Authorizing the Conveyance of a 0.02 Acre of Real Property Located at 25 Dunnagans Alley and Providing for Severability and an Effective Date - Second Reading - Ben Brown, Director of Strategic Initiatives

9. New Business

- a. Consideration of a Resolution Approving the 2025-2029 Five-Year Consolidated Plan as Required by the U.S. Department of Housing and Urban Development (HUD) for Participation in the Community Development Block Grant (CDBG) Entitlement Program - Michele Bunce, Senior Grants Administrator
- b. Consideration of a Resolution of Support from the Town of Hilton Head Island for a Childcare and Early Learning Pilot Project Utilizing the Tri-Share Funding Model - Angie Stone, Assistant Town Manager
- c. Consideration of a Resolution Delineating Names and Missions for Town Council Subcommittees - Shawn Leininger, Deputy Town Manager
- d. Consideration of an Ordinance of the Town of Hilton Head Island Authorizing the Execution and Delivery of a Non-Exclusive Easement for Ingress, Egress, and Utilities on Town Property Located in the Area of Mingo Lane and Providing for Severability and an Effective Date - First Reading - Ben Brown, Strategic Initiatives Director
- e. Consideration of a Resolution Establishing the Land Management Ordinance Task Force - Shawn Leininger, Deputy Town Manager

10. Workshop Item

- a. Discussion of a Potential Temporary Moratorium for the Acceptance and Processing of Applications Related to Short-Term Rentals, Timeshares / Interval Occupancies, and Major Subdivisions - Curtis Coltrane, Town Attorney

11. Public Comment - Non Agenda Items

12. Executive Session

- a. Discussion of Legal Advice from the Town Attorney on Matters Covered Under the Attorney-Client Privilege (Pursuant to the South Carolina Freedom of Information Act Section 30-4-70 [a][2]) related to:
 - 1. Land Management Ordinance Attorney Contract
- b. Discussion Incident to Proposed Contractual Arrangements (Pursuant to the South Carolina Freedom of Information Act Section 30-4-70 [a][2]) related to:
 - 1. Town of Hilton Head Island Destination Marketing Organization Request for Qualifications
- c. Discussion of Negotiations Incident to Proposed Contractual Arrangements and Discussion for the Proposed Sale or Purchase of Property [Pursuant to South Carolina Freedom of Information Act Section 30-4-70 (a)(2)] related to:
 - 1. Main Street
 - 2. William Hilton Parkway Near Gum Tree Road
 - 3. William Hilton Parkway Near Jenkins Road
 - 4. Beach City Road
 - 5. William Hilton Parkway Near Spanish Wells Road
- d. Discussion of Personnel Matters Relating to Town Manager Performance Evaluation [Pursuant to South Carolina Freedom of Information Act 30-4-70 (a)(1)]

13. Action from Executive Session

14. 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 TOWN COUNCIL WORKSHOP Tuesday, July 29, 2025, 1:00 PM Minutes

Call to Order

Mayor Perry called the workshop to order at 1:00 p.m.

Council Members present: Alan Perry, Mayor; Alex Brown, Ward 1, Mayor Pro-Tempore; Patsy Brison, Ward 2; Steve DeSimone, Ward 3; Tammy Becker, Ward 4; Steve Alfred, Ward 5; Melinda Tunner, Ward 6

Also present: Marc Orlando, Town Manager; Kim Gammon, Town Clerk; Curtis Coltrane, Town Attorney; Shawn Leininger, Assistant Town Manager; Katie Varin, Sarah Jones-Anderson, Ayaks Castellanos, Janett Fantano, and Sandy Gillis, Housing Action Committee Members

Adoption of the Agenda

Mr. Alfred moved to adopt the agenda. Ms. Brison seconded.

Ms. Becker moved to amend the agenda by moving Public Comment to the beginning of the agenda. Mr. DeSimone seconded. Motion failed 3-4 (Alfred, Brison, Brown, and Tunner opposed).

Mayor Perry asked for a vote on the original motion. Motion carried 6-1 (Becker opposed).

Workforce Housing Program Update

Mr. Leininger conducted a detailed presentation to advance discussion and direction on the topic of workforce housing. His presentation reviewed the following items:

1. Workforce Housing Overview including: workforce housing defined; area median income in Beaufort County; housing overview; short-term rentals; Hilton Head Realtor MLS data and accessibility and transportation;
2. Guiding Documents including: Workforce Housing Strategic Plan; Workforce Housing Policy - LMO; Comprehensive Plan - *Our Plan 2020-2040*; Workforce Housing Framework - *Finding Home*; and the Strategic Action Plan FY2026-2028;
3. Town Priority Projects including: Northpoint Neighborhood; Bryant Road Public-Private Partnership; Muddy Creek Neighborhood Stabilization Plan; Housing Displacement Mitigation Support Plan; and a partnership with Beaufort Jasper Housing Trust
4. Private Projects including: Novant Health - Hilton Head Hospital; Coastal Community

Development Corporation (CCDC); Habitat for Humanity; and Beaufort Housing Authority - Sandalwood Redevelopment

5. Town of Hilton Head Island Role: Public Policy: Finding Home; Strategic Plan; Housing Action Committee; Funding: Housing Fund, ATAX, Public-Private Partnerships; Capital Improvement Project Investment; Staffing: Finding Home Plan recommended to adding dedicated staff to provide coordination and planning; responsibilities for supporting housing initiatives will be shared among staff with designated contact; Zoning Incentives; and technical assistance.

Mr. Leininger stated the goal of the workshop was to better understand workforce housing and how to best advance workforce housing initiatives in accordance with the FY26-28 Town Council Strategic Action Plan. He also noted members of the Housing Action Committee were present to join Town Council and participate in the workshop. Additionally, selected representatives from private, public, and non-profit organizations that are actively involved in workforce housing were present to offer insight to the discussion.

Dave Dixon of OneStreet and Brian Flanagan of RBC Investments introduced themselves and updated Council on the progress regarding Northpoint.

Council members held lengthy discussion regarding the program and received input from the members of the Housing Action Committee.

Mayor Perry asked for public comment.

Dave Ferguson addressed Council in support of the need for workforce housing calling on businesses to lead the development of such.

Sandy West addressed Council regarding the goal, the crisis the Town faces and the need to invest in workers.

Richard Bisi addressed Council questioning as to whether workers would move to Hilton Head Island if workforce housing was available.

Ashley Phillips addressed Council in the negative impact short-term-rentals has on workforce housing and the need for short-term-rental owners to have commercial insurance.

Dave Wetmore addressed Council stating the need for public/private partnerships to sole workforce housing needs.

Andy Twisdale addressed Council suggesting an incentive to owners to change from short-term to long-term rentals.

Linda Harrington addressed Council expressing concern over safety in the Muddy Creek area and the need for businesses to address workforce housing.

Peter Kristian addressed Council expressing the need for caution when addressing short-term-rentals as they contribute to the tax base.

Dee Anthony addressed Council regarding the need for growth management stating short-term-rentals and developers are encouraging buyers to utilize short-term-rentals as an investment.

Council held further discussion regarding the program.

Mayor Perry asked for public comment.

Lisa Sulka addressed Council regarding her support of workforce housing her support of and commitment to the Coastal Community Development Corporation.

Megan Fitzpatrick addressed Council stating the employers on the Island should compensate employees so they can afford housing on Hilton Head Island and her concern that workforce housing is being established outside the gated communities.

Ken Campbell addressed Council suggesting increasing taxes on shorter term rentals and put it towards workforce housing and the need for Council to show great respect to those serving on Town Committees.

Caitlin Lee addressed Council with her concern over the amount of tax dollars going to Fire Rescue and the negative attitude in these meetings and as a result within the community.

Adrian Cain, CEO, Hilton Head Builders Association addressed Council suggesting they look at more public/private partnerships and discouraged a moratorium on short-term-rentals, new construction and subdivisions and invited Council to use the Association to advance the conversation.

Alan Wolf, SERG Group encouraged Council to look at short-term-rentals as a prime opportunity to solve the workforce housing problem.

Shirley (Peaches) Anderson addressed Council stating workforce housing in a critical issue and the Gullah Community needs to be included in the discussions and encouraged Council to be leaders in a partnership with the community.

Emily Bonvissuto addressed Council speaking in support of the work that the Town has done regarding workforce housing.

Mr. Orlando shared what he felt were expectations of Council regarding his future steps regarding workforce housing:

- Staffing review for Workforce Housing; and
- Meet with the Housing Action Committee to define the expectations and review the Finding Home Plan regarding completed elements and items being worked on; and
- Assess and continue addressing LMO needs; and
- Hold discussions regarding Bryant Road with the Housing Action Committee and the Gullah Geechee Historic Neighborhoods CDC; and
- Continue building the housing data index; and
- Continue looking at grant applications for home repair lateral sewers; and
- Prepare for the Annual Housing Summit; and
- Have accountability and strategies aligned with the Strategic Action Plan; and
- Continue to gather new ideas.

Concluding Council discussion and comments, there was the consensus for Mr. Orlando to move forward with the expectations.

Public Comment - Non Agenda Items

None.

Adjournment

The workshop adjourned at 4:21 p.m.

Kimberly Gammon, Town Clerk

Alan R. Perry, Mayor

The full recording and a transcript of this meeting can be found on the Town's website at www.hiltonheadislandsc.gov



Town of Hilton Head Island TOWN COUNCIL MEETING Tuesday, August 19, 2025, 3:00 PM Minutes

Call to Order

Mayor Perry called the meeting to order at 3:00 p.m.

Council Members present: Alan Perry, Mayor; Alex Brown, Ward 1, Mayor Pro-Tempore; Patsy Brison, Ward 2; Steve DeSimone, Ward 3; Tammy Becker, Ward 4; Steve Alfred, Ward 5; Melinda Tunner, Ward 6

Others Present: Marc Orlando, Town Manager; Curtis Coltrane, Town Attorney; Kim Gammon, Town Clerk

Invocation – Reverend Jonathan Tompkins, St. Andrew by the Sea

Adoption of the Agenda

Ms. Becker moved to amend the agenda by moving Public Comment to follow Reports from Members of Council. Mr. Brown seconded the amendment. Motion carried 7-0.

Approval of the Minutes

Regular Meeting Minutes of June 17, 2025

Mr. Alfred moved to approve. Ms. Becker seconded. Motion carried 7-0.

Regular Meeting Minutes of July 15, 2025

Mr. Alfred moved to approve. Ms. Becker seconded. Motion carried 7-0.

Presentations and Recognitions

Report of the Town Manager

Mr. Orlando reported that in July SLED (South Carolina Law Enforcement Division) awarded the Town of Hilton Head Island a cyber security grant of \$49,000.00. This grant money will be used for our cyber security infrastructure equipment and software for the Town to be proactive in potential malware or cyber attacks on the Town.

He added that Marinex has mobilized at Fish Haul Beach Park for the beach renourishment project, with sand placement set to begin after Labor Day. The Pine Island Rock Revetment project is out for bid, due September 11. Renovations at 4 Office Way continue toward a

January completion, while Barker Field improvements are expected to wrap up by mid-September. The William Hilton Parkway safety and landscaping project (Beach City Road to Dillon Road) finished in July, and crosswalk restriping and signage upgrades at Mathews, Squire Pope, and Gum Tree were completed in June.

Mr. Orlando provided an update on the removal of derelict and abandoned boats in our waterways. He stated that Town Code Enforcement has partnered with the Department of Natural Resources, Hilton Head Reef Foundation and Beaufort County Pubic Works on removing the identified boats from our waterways utilizing the funds Town Council provided in the budget for the removals.

USCB Sand Shark Welcome Week Proclamation - Mayor Alan Perry

Daniela Lopez, a student from USCB was present to accept the proclamation,

Recognition of Shawn Colin's Years of Service and Retirement from the Town of Hilton Head Island - Mayor Perry

Mayor Perry invited Shawn Colin forward to recognize him for his years of service. He stated that since joining the Town in 2006 as a Senior Planner, Shawn has risen through leadership roles, always bringing vision, responsibility, and heart. Most recently, he guided our Strategic Plan, leaving us with a roadmap that will serve this community well into the future. He congratulated Shawn on his retirement and stated that Shawn will begin a new chapter as Chief Operating Officer of Sea Pines CSA and the Town looks forward to working with him and the Sea Pines team in this new roll.

Update on William Hilton Parkway Gateway Corridor Master Plan - Shawn Colin, Assistant Town Manager

Shawn Colin stated the Town of Hilton Head Island is advancing the William Hilton Parkway Gateway Corridor Master Plan to define the future of U.S. Highway 278 from Moss Creek Drive to the Cross Island Parkway with a focus on the corridor through the Historic Stoney Community and across the island's primary gateway. This work is a direct response to Beaufort County's recent decision to allocate all available corridor funding toward construction of an eastbound bridge span, leaving the remainder of the corridor through the island and its historic neighborhoods without identified resources for infrastructure improvements.

The Town's master planning initiative is intended to proactively shape corridor-wide investment priorities, with a focus on safety, community connectivity, neighborhood preservation, cultural recognition, stormwater management, and long-term capacity improvements. The plan will guide state, federal, regional, and local funding strategies and be delivered in time to support the Fiscal Year 2026 (FY26) South Carolina state budget cycle. Mr. Colin reviewed the following:

Goals of the Master Plan
Corridor Segments & Work Plan
Reference Documents Supporting the Plan

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Implementation Timeline Funding Strategy

He concluded stating the William Hilton Parkway Gateway Corridor Master Plan remains a top priority for the Town. Staff will continue to collaborate with Town Council, the South Carolina Legislative Delegation, Beaufort County, and SCDOT to ensure timely delivery of a plan that reflects the island's values and needs. A draft master plan will be presented in fall 2025, followed by formal adoption and funding advocacy.

Mayoral Appointment of Alternates on Subcommittees of Town Council - Mayor Alan Perry

Mayor Perry made the following appointments:

Melinda Tunner as alternate to the Community Services and Public Safety Committee and Steve Alfred as alternate to the Finance and Administrative Committee.

Reports from Members of Town Council

General Reports from Town Council

Ms. Tunner reported she presented a proclamation to Camp Leo recognizing its 50th Anniversary. She explained Camp Leo is a week-long residential camp for children of South Carolina that are legally blind. She stated that the Lions Clubs of Bluffton, Hilton Head Island and Sun City sponsored the camp and a celebration took place at St. Andrews by the Sea Methodist Church, which was transformed into a camp environment. She stated it was fulfilling to meet and spend time with the campers, counselors, camp director, and Lions Club support members.

Mr. Alfred provided an update on the proposed improvements to Sea Pines Circle and Greenwood Drive. He stated that on July 15, representatives from the Town, CSA, Sea Pines Resort and South Carolina Department of Transportation (SCDOT) met to discuss needed changes. As a result of the meeting, the Town has forwarded all studies that have been completed to date regarding the circle to the SCDOT for them to review, analyze and provide input. He stated there is hope that SCDOT will have interest in pursuing the project.

Mayor Perry stated he has been in communication with Chair Howard of Beaufort County Council and received an update regarding the gas station off-island. He stated she informed him there are plans for it to be redeveloped into a gas station and plans for that are in process. He invited all to attend a groundbreaking ceremony at Mitchelville Freedom Park for its long-awaited Archaeological Research Facility and Auditorium, a state-of-the-art space dedicated to preserving, studying, and celebrating the legacy of the first self-governed town of formerly enslaved people in the United States.

Report of the Lowcountry Area Transportation Study – Councilmember Tamara Becker

Ms. Becker reported there was a meeting held on August 1 where they received an update from Beaufort County regarding the US278 project. They also received an update from

Palmetto Breeze in which concerns regarding the budget were presented. She emphasized the need to address how Hilton Head Island will be affected.

Report of the Lowcountry Council of Governments – Councilmember Steve Alfred

No report.

Report of the Beaufort County Airports Board – Councilmember Melinda Tunner

Ms. Tunner provided an update on Project Cloud stating there was unanimous approval for a non-binding letter of intent. She updated Council on the project regarding movement of Taxiway F to meet FAA requirements stating properties that will be affected are identified and the assurance the public will have an opportunity to provide comments. She added that the properties being impacted will need to be acquired and it will affect many businesses that will need relocation. She emphasized the need for business retention for the Town and the Airport will need to step up and support these businesses. Ms. Tunner also reported on the project of the Airport Master Plan which will define the airport for the next 10 to 20 years. She stated the need for Town Council to state a position regarding the Master Plan.

Report of the Southern Lowcountry Regional Board – Councilmember Patsy Brison

Ms. Brison reported the Board met and approved a letter of support for a grant for funds for the westbound lane of US278. She added they received updates from sub-committees regarding the Child Care Model noting that Beaufort, Bluffton and Hardeeville have approved resolutions of support and Hilton Head Island will consider a resolution of support on a future Town Council agenda. She stated the Board requested further information regarding the request for the collection and review of existing data, including economic data for a 20 year plan. There was not a consensus on Growth Plan Sub-Committee's request for a workshop to be funded by the various municipalities so it was decided an email would be sent to each jurisdiction to receive input. In closing, Ms. Brison reported that there is consideration of creation of a regional directory pertaining to regional housing projects and there will be more information provided in the future.

Report of the Island Recreation Association Board – Mayor ProTempore Alex Brown

Mr. Brown reported the summer school program began last week with over 100 children participating. He added that the Computer Club will be working with the Senior Center staff for another two years to provide classes and tech support for seniors. Five local swim teams will be utilizing the recreation center pool for practices and meets this fall and youth soccer sign up continues for the next several weeks. He noted there is a new event called Paddle Fest planned for September 6 at the Sailing and Rowing Center. He encouraged all to go to the Island Recreation Center website for further information. Mr. Brown concluded stating Town staff participated in an orientation session provided by the association which focused on the relationship between the Town and the Association.

Report of the Beaufort County Economic Development Corporation - Mayor Alan Perry

Mayor Perry reported the EDC met on June 24 and covered a number of topics. They

approved an accounting firm and audit firm to conduct and audit for FY24-25. He stated there were various grant requests discussed and approved. He stated a number of these things are taking place outside of Hilton Head Island and there is hope to see some economic development projects come to Hilton Head Island.

Report of the Gullah Geechee Historic Neighborhoods Community Development Corporation - Mayor ProTempore Alex Brown

Mr. Brown stated there will be a meeting on August 20 to receive an update on the Wayfinder application and the CDC website. He stated they will also go through the process of nominating and electing officers and will meet in Executive Session to discuss potential property purchases.

Report of the Community Services and Public Safety Committee – Councilmember Tamara Becker

Ms. Becker stated the Community Services and Public Safety Committee did not meet during the month of August and the next meeting will take place on September 15th.

Report of the Finance and Administrative Committee – Mayor ProTempore Alex Brown

Mr. Brown stated there will be a meeting held on August 25 to receive an update from the Coastal Communities Development Corporation. He added they will be presented with the FY2026 Monthly Financial Update, consideration of a resolution delineating names and areas of focus for Town Council subcommittees and a consideration of a resolution approving the 2025-2029 Five-Year Consolidated Plan required by the U.S. Department of Housing and Urban Development for participating in the Community Development Block Grant Entitlement Program.

Public Comment - Non Agenda Items

Richard Bisi addressed Council questioning placing Item 11.d.1. on the Executive Session agenda. He stated it should be discussed in public.

Dave Ferguson addressed Council regarding the Strategic Plan. He stated his opinion of what a strategic plan should consist of and that the Town's Strategic Plan has far too many goals and projects.

Christopher Cliffe addressed Council regarding the William Hilton Parkway Gateway Corridor Master Plan stating he has concerns regarding the commitment of the South Carolina Department of Transportation and Beaufort County to the project.

Beth Petro addressed Council regarding the consideration of a temporary moratorium. She suggested using what we have in place regarding short-term rentals and completing updates of the Land Management Ordinance before making any additional changes.

Consent Agenda

Mayor Perry noted that the consent agenda items listed below were approved unanimously on July 15 and there have been no changes.

Mr. Alfred moved to approve Consent Agenda Items as listed below. Ms. Brison seconded.

Consideration of 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 Regulations for Tree Protection to Include Sections: 16-5-115, 16-6-104 and Appendix C for the Town of Hilton Head Island, South Carolina and Providing for Severability and an Effective Date - Second Reading - Shawn Leininger, Assistant Town Manager

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 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 - Second Reading - Shawn Leininger, Assistant Town Manager

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 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 for the Town of Hilton Head Island, South Carolina and Providing for Severability and an Effective Date - Second Reading - Shawn Leininger, Assistant Town Manager

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 - Second Reading - Shawn Leininger, Assistant Town Manager

Mayor Perry asked for public comment.

Chet Williams addressed Council regarding agenda item 8.a. He stated the majority of the impact of the ordinance will fall on the Native Island community. He questioned the application procedures and asked that minor development plan review requirements be placed in the Notice Requirements.

Motion carried 7-0.

New Business

Consideration of a Resolution Authorizing Application to the South Carolina Arts Commission

for a Cultural District Designation on Hilton Head Island – Natalie Harvey, Office of Cultural Affairs Director

Ms. Harvey addressed Council stating this resolution was presented to the Community Services and Public Safety Committee on July 21, 2025 and approved 3-0 for referral to the full Town Council for consideration.

The South Carolina Arts Commission (SCAC) established the Cultural District Program in 2014 to support placemaking and promote local economies through the arts. The SCAC defines a Cultural District as a *“geographic area of a city or town with a concentration of artistic assets, cultural facilities, creative businesses, and placemaking activities.”* Districts must be walkable, contain accessible venues, and serve as hubs of cultural and creative activity.

To date, 11 South Carolina communities have received this designation and we hope to add Hilton Head Island to the list.

The Office of Cultural Affairs, in partnership with the Arts Council of Hilton Head Island, and with guidance from the SC Arts Commission, has completed the foundational steps toward a Cultural District application. The Shelter Cove area has been identified as the proposed Cultural District due to its existing concentration of cultural venues, events, and public art.

Mayor Perry asked for public comment. There was none.

Concluding a brief discussion by members of Council, the motion carried 7-0.

Consideration of an Ordinance of the Town of Hilton Head Island to Amend Chapter 16 of the Municipal Code, the Land Management Ordinance, to Amend the Traffic Impact Analysis Plan Requirements and Traffic Analysis Standards in Land Management Ordinance Sections 16-2-103, 16-5-106 and Appendix D, and Providing for Severability and an Effective Date - First Reading - Shawn Leininger, Assistant Town Manager

Shawn Leininger provided background information and a summary of the amendment stating the Community's Public Safety Committee has unanimously recommended approval of the proposed amendments to the Land Management Ordinance, following similar support from the Planning Commission. If adopted, these amendments will strengthen the Town's traffic impact analysis requirements, giving staff clearer standards and better tools to mitigate impacts from new development. Key changes include expanding the scope of traffic studies to not only cover signalized intersections and roundabouts but also unsignalized intersections between them. The threshold for requiring a traffic impact analysis will also be reduced from developments generating 100 peak-hour trips to those generating 50.

To improve mitigation, staff will now have access to a wider range of measures, including geometric improvements, road widening, and modifications to median crossovers, in addition to signal timing, phasing, striping, and turn lanes. For example, under the new standards, projects such as the Jonesboro Road subdivision and the timeshare development on Folly Field Road would have required a traffic impact analysis, ensuring impacts along the full

corridor were addressed rather than just the nearest signalized intersection.

The ordinance clarifies what developers are not required to do—such as adding traffic calming devices like speed humps—focusing only on mitigation of impacts directly caused by their projects. Following committee and public concerns, staff also reinstated a provision allowing trip discounts for previously generated traffic but set a two-year limit on how long those discounts apply, aligning with best practices.

If Town Council approves first reading, the amendments will return to the Planning Commission for required review before coming back to Council for final adoption, likely at the October meeting.

Ms. Becker moved to approve on first reading and make it a pending ordinance at this time. Mr. DeSimone seconded.

Mayor Perry asked for public comment.

Richard Bisi addressed Council expressing his concern about the way the Land Management Ordinance is being rewritten and the need for a moratorium on short-term rentals and timeshares.

Council members asked questions, made comments and held discussion regarding traffic impact analysis, mitigation and safety,

Motion carried 7-0.

Consideration of an Ordinance of the Town Council of the Town of Hilton Head Island Authorizing the Conveyance of a 0.02 Acre of Real Property Located at 25 Dunnagans Alley and Providing for Severability and an Effective Date - First Reading - Ben Brown, Director of Strategic Initiatives

Ben Brown addressed Council regarding the conveyance, stating there was a considerable amount of research by staff as well as the Town Attorney. He stated that having had the opportunity to meet on-site with both the current owner and the prospective buyer that this is a fair resolution to the encroachment issues and cleaning up the property line between the Town-owned property at 25 Dunnagans Alley and Arrow Road.

Ms. Becker moved to approve. Mr. Alfred seconded.

Mayor Perry asked for public comment. There was none.

Motion carried 7-0.

Executive Session

At 4:43 p.m. Mr. Orlando stated the need to enter Executive Session for the reasons listed below. Ms. Brison moved to enter Executive Session for the reasons cited by the Town

Manager. Mr. Alfred seconded. Motion carried 6-1 (Becker opposed).

Discussion Incident to Proposed Contractual Arrangements [Pursuant to the South Carolina Freedom of Information Act Section 30-4-70 (a)(2)] related to

1. Town of Hilton Head Island Destination Marketing Organization (DMO) Request for Qualifications

Discussion of Legal Advice Regarding Personnel Matters Regarding a Former Town of Hilton Head Island Employee [Pursuant to the South Carolina Freedom of Information Act Section 30-4-70 (a)(1)(2)]

Discussion of Negotiations Incident to Proposed Contractual Arrangements and Discussion for the Proposed Sale or Purchase of Property [Pursuant to South Carolina Freedom of Information Act Section 30-4-70 (a)(2)] related to:

1. Main Street
2. Marshland Road
3. Union Cemetery Road
4. Jonesville Road
5. Pope Avenue
6. Stoney Area

Discussion of Legal Advice from the Town Attorney on Matters Covered Under the Attorney-Client Privilege [Pursuant to the South Carolina Freedom of Information Act Section 30-4-70 (a)(2)] related to:

1. Temporary Moratorium on Acceptance and Processing of Certain Applications
2. Hilton Head Island Airport

Action from Executive Session

Upon return to the dais at 8:15 p.m. Mayor Perry stated there was no action to be taken as a result of Executive Session.

Adjournment

The meeting was adjourned at 8:16 p.m.

Kimberly Gammon, Town Clerk

Alan R. Perry, Mayor

The full recording and a transcript of this meeting can be found on the Town's website at www.hiltonheadislandsc.gov

Town of Hilton Head Island Town Council
Meeting Minutes
8/19/2025



Town of Hilton Head Island TOWN COUNCIL WORKSHOP Tuesday, August 26, 2025, 1:00 PM Minutes

Call to Order

Mayor Perry called the meeting to order at 1:00 p.m.

Council Members present: Alan Perry, Mayor; Alex Brown, Ward 1, Mayor Pro-Tempore; Patsy Brison, Ward 2; Steve DeSimone, Ward 3; Tammy Becker, Ward 4; Steve Alfred, Ward 5; Melinda Tunner, Ward 6

Others Present: Marc Orlando, Town Manager; Curtis Coltrane, Town Attorney; Kim Gammon, Town Clerk

Adoption of the Agenda

Mr. Alfred moved to approve. Ms. Becker seconded. Motion carried 7-0.

Workshop Discussion

Capital Improvement Program (CIP) Update

Mr. Orlando stated the Town is currently in year one of our Five-Year Capital Program. He said they will take some time to review the priorities that have been set for this five-year period and discuss several strategies for funding and how those strategies align with our long-term goals. He introduced Shawn Leininger to conduct the presentation.

Mr. Leininger stated the following will be discussed:

- FY2026-2028 Strategic Action Plan Priorities
- Status of Current FY2026 CIP Projects
- Planned FY2027-2030 CIP Projects
- Funding Options to Support Planned CIP Projects
- General Discussion

Mr. Leininger reported on the current status of Town Projects with a review of the proposed CIP uses of funds, proposed CIP sources of funds and a review of the FY2026 CIP Project Dashboard.

- Planning - 55 Projects
- Design - 20 Projects
- Construction - 3 Projects*

* Mitchelville Road and Coligny Pocket Park are bid and nearing construction start

He noted the following project delivery challenges and opportunities: Easement / right-of-way acquisition; Contractor availability / capacity; Bid competition; Some pricing is exceeding market estimates; and Simplify procurement strategy.

Mr. Leininger reviewed the FY2026-2028 Strategic Action Plan Priorities and reported on the status of current FY2026 CIP Projects with proposed uses and sources of funds.

He reviewed in detail the Beach Program, Pathway Program, Roadway Program, Park Program, Facilities and Equipment Program, and Fleet Program, conducting an overview of the FY2027-2030 CIP Projects. (He noted that the Stormwater Program will be discussed in detail at the September 30 Town Council Workshop.)

- Major investments in all program areas to advance public safety and quality of life
- Project scope and costs are not yet fully realized for year 2027–2030 projects
- Great CIP Program and Project Management Team in place (approximately 8 project managers)
- Great financial position to execute projects
- Town considerations for project delivery include: Prioritization; Scope; Schedule; Phasing; and Cash versus debt
- Challenges and opportunities moving forward

Mr. Leininger handed over the presentation to the Finance Team. John Troyer and John McGowan conducted a presentation on the finances and the options available covering the following information:

Potential Funding Sources of Capital Projects

Beach Preservation Fee Fund
Debt Service Fund Accumulated Balances
General Obligation Property Debt Service Tax Millage
Stormwater Utility Fee Fund (9/30/25 Workshop)
Potential Establishment of New Tax Increment Finance (TIF) District
Cash-on-Hand in Various Funds

Review of Funding Option for Beach Renourishment

Approximately \$47.5M in Expected Capital Expenditures
Cash Financed: Approximately \$28.5M (60%)
Debt Financed: Approximately \$19M (40%)
Source of Repayment: Future Beach Preservation Fee Revenues
Term: 7 Years
Approximate Annual Payment: \$3.1M
Series 2017 Beach Preservation Fee Bonds: \$30,075,000 in Principal, 10 Year Term, Annual Payments of \$4.0M
Annual Beach Preservation Fee Revenues:
FY2017: \$6,860,758
FY2024: \$13,889,049

Closing Date: Late November 2026

Debt Service Fund's Accumulated Balance as a Source of General Obligation (GO) Debt Payment

Debt Service Fund balances can only be used to pay back debt
Fund Balance has grown to \$14.2M (anticipated balance as of 9/1/25) over the past several years due to conservative Debt Service Property Tax Millage Projections and no New Debt
\$2.5 Million is Reasonable Minimum Balance to Maintain if future debt service property tax collections were to come in below estimates
Town can set policy to maintain a future Debt Service Fund Minimum Balance in \$2.5M range
Thus, a Potential GO Bond Issue can utilize approximately \$11.7 million in Debt Service Funds to pay back a portion of the Proposed 2026 Debt

There was a review of various payback scenarios regarding issuing debt and paying back via 2 mills of debt service millage and a possible schedule of a General Bond Issue along with an overview of what a TIF District is, along with what the benefits are, risks and examples of infrastructure improvements previously financed by Hilton Head Island TIF.

Mayor Perry asked for public comment.

Dave Ferguson addressed Council regarding the need to focus on what matters most to the people who live here and to spend wisely and be completely transparent about results.

Palmer Simmons addressed Council stating that the Capital Improvements listed are a matter of need with an emphasis on the need to address a complete drainage plan. He questioned the need for additional land acquisitions for the Town.

Council members participated in detailed discussion throughout and after the presentation regarding prioritizing projects and the need to address funding.

Mr. Orlando reviewed the discussion stating they do anticipate bringing forward a Beach Preservation Bond in the range of \$19 million. Currently, there is \$11.7 million available in the GEO Debt Fund Reserve, which helps maintain a healthy fund balance in the 2.5–2.6 range.

As has been discussed, the GEO Debt Fund millage has about two mills of capacity available. Roughly speaking, one mill equals about \$1.3 million, which means two mills generate around \$2.4 million annually. This provides flexibility in structuring repayment. For example, one year of borrowing at two mills could support approximately \$2.4 million, while over 25 years it equates to about \$38.9 million. The question that needs to be addressed next month is whether the Town pursues one mill or two mills. Compressing to one mill limits borrowing capacity, while using two mills provides more room to fund the projects.

Mr. Orlando stated that early in January, Council will begin discussing capital projects, and this

year should be a lot smoother than last year because we now have a five-year plan in place. Think of it as “on your mark, get set, go.” “On your mark” is understanding where the dollars are, along with Council's tolerance for borrowing. “Get set” is resetting the budget. And “go” is moving forward with projects. Another key piece to bring to the table is the schedule of when our other bonds will be paid off. If a bond payoff occurs in the next five or ten years, that helps reduce the amount of millage required to cover costs.

Public Comment - Non Agenda Items

Richard Bisi addressed Council regarding FAR (Floor Area Ratio) stating the importance of it is to control the density of development and the need to apply it to all Hilton Head Island neighborhoods and not just the Forest Beach Neighborhood.

Adjournment

The workshop was adjourned at 3:30 p.m.

Kimberly Gammon, Town Clerk

Alan R. Perry, Mayor

The full recording and a transcript of this meeting can be found on the Town's website at www.hiltonheadislandsc.gov

The Town of Hilton Head Island



Proclamation

WHEREAS, National Senior Center Month is observed annually in September to recognize and celebrate the vital role that senior centers play in enhancing the health and well-being of older adults; and

WHEREAS, senior centers serve as community hubs, offering a wide range of programs and services that promote social engagement, physical activity, lifelong learning, and access to health and wellness resources; and

WHEREAS, the theme for National Senior Center Month 2025, as designated by the National Council on Aging is “Powering Connections,” highlighting the importance of fostering meaningful relationships and community connections among older adults; and

WHEREAS, Hilton Head Island is committed to supporting its growing older adult population through programs and services that empower older adults to live healthy, active, and independent lives; and

WHEREAS, Island Recreation Association strives to create a community that values and supports older adults, ensuring they have opportunities to connect, contribute, and thrive.

NOW, THEREFORE, I, Alan R. Perry, Mayor of the Town of Hilton Head Island, South Carolina, do hereby proclaim September as National Senior Month and encourage all residents to recognize and celebrate the contributions of older adults and the essential role of the Hilton Head Island Senior Center in our community and encourage all residents to visit and participate in the programs and services they offer.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused this seal of the Town of Hilton Head Island to be affixed on this 16th day of September in the year of our Lord, two thousand twenty-five.



Alan R. Perry, Mayor

Attest:

Kimberly Gammon, Town Clerk



**Hilton Head Island
& Bluffton**
Chamber of Commerce

**THE POWER OF PUBLIC RELATIONS
FOR HILTON HEAD ISLAND**



COVERAGE HIGHLIGHTS & ACCOLADES

VERANDA

11 Inspiring Places Around the U.S. to Learn More About Black History



South Carolina's Low Country

The Low Country includes the popular destinations of Charleston, Bluffton, and Hilton Head Island, all places significant to the Gullah Geechee people, descendants of west Africans who were enslaved and brought to the lower Atlantic states to work on coastal plantations. Because these people were relatively isolated, they maintained many of their indigenous African traditions that are still alive today.

Take a [Gullah Heritage Trail Tour](#) in Hilton Head to see family compounds, a former schoolhouse, and [Historic Mitchelville Freedom Park](#), the first self-governed freepeople's town in the United States. Gullah cuisine is also an interesting mix of Southern staples and the freshest seafood, so make sure to try it at [Ruby Lee's](#) on Hilton Head Island.

TRAVELPULSE

12 Travel Destinations to Celebrate Black History Month in 2025

Hilton Head Island, South Carolina

Travelers can immerse themselves in Gullah culture and history this February on South Carolina's Hilton Head Island. Visit the first self-governed town of formerly enslaved people in the U.S. at [Historic Mitchelville Freedom Park](#), take part in the [Annual Gullah Celebration](#) to view original works and Gullah artifacts and book an interactive Gullah Heritage Tour to learn more about the traditional history, food, music and language.

Visitors to Hilton Head will also want to stop by [Ruby Lee's](#) for mouthwatering soul food and live blues, jazz and soul music performed by local artists.

Tripadvisor

Trending - United States

From on-the-up cities to off-road escapes, these destinations are the ones to watch. Travelers think they're worth the hype.



Hilton Head

South Carolina

Long known as a golfer's paradise, Hilton Head Island is heaven for any type of sports enthusiast. Tennis, volleyball, polo, championship golf on some of the best fairways in the United States—those are just a few athletic options. In fact, the island plays host to many prestigious sporting events throughout the year. All of it surrounded by sunny beaches and lush greenery. In between games or matches, explore Hilton Head's natural wonders. The Seg Pines Forest Preserve offers a close-up look at a swamp without having to get mucky. Raised boardwalks provide a protected path for pedestrians. And don't miss the colorful Harbortown Lighthouse, the island's icon. Choose from a number of first-class resorts and hotels to experience it all.

TRAVEL+LEISURE

12 Best Beach Towns on the East Coast, According to Locals



According to Cosgrove, Hilton Head is perfect for "long stretches of beaches and historic touches." She highly recommends it for anyone into walking and biking. An easy weekend trip from Savannah, this part of the Lowcountry boasts more than 12 miles of sandy beaches, 20 some golf courses, and endless ways to spend a leisurely day. Watch the boats arrive at [Shelter Cove Harbour & Marina](#), learn about the island's history from a [Gullah Heritage Trail Tours](#) guide, search for marine life on a [Dolphin Discoveries Nature Tour](#), or pick up fresh seafood at the [Hilton Head Farmers Market](#).

USA TODAY

8 incredible golf courses in the U.S. you can build a whole vacation around

2. Atlantic Dunes by Davis Love III

Hilton Head Island, South Carolina

South Carolina's Hilton Head Island is known for its beachfront hotels and stunning golf courses, one of the most impressive of which is [Sea Pines Resort's Atlantic Dunes course](#). A complete reconstruction of the very first course built on Hilton Head, Atlantic Dunes is loaded with hidden bunkers and water hazards, making it challenging yet still playable for novice golfers.

Condé Nast Traveler

11 Great Girls Trip Destinations, From Antigua to Montauk



Hilton Head Island, South Carolina

For my mother's 70th birthday, we chose to stay at the [Sea Pines Resort](#) in South Carolina at one of the premier villas. We traveled with a large multi-generational group, millennials to baby boomers. The house was immaculately outfitted with a massive kitchen and lovely pool, and we were close enough to the beach that a group of us walked every morning for sunrise yoga. Breakfasts were a grazing affair, all of us getting up on our own schedule and pulling together whatever we felt like eating. One afternoon we took a private boat out to [Daufuskie Island](#) for a golf cart tour of this incredibly preserved piece of history. We spent a day on the beach, and one in [Savannah](#). To keep everyone busy, we had a chef come in one night for a walking dinner and he then prepared dinner for us all in the villa kitchen. We also brought in a local artist to lead us in a guided "paint and sip" experience. It truly was so special to have this time together and it helped me plan so many trips for clients looking for a similar "girls getaway" experience. —[Rebecca Davis](#), travel specialist for Condé Nast Traveler

MEN'S JOURNAL

Best Travel Destinations in the Fall for a Great 'Shoulder Season' Escape



Temperate weather remains but thankfully summer crowds don't on Hilton Head, where your wallet will enjoy a cut in hotel rates and vacation rentals with plenty of summer's lives left in full swing. First, dune over the miles of bike trails, under the omnipresent aura of live oak trees covered in Spanish moss, or opt for a sunrise spin on the hard pack sand beaches. Then, journey through the [Harbour Town Marina](#) known for its candy-striped lighthouse for a meal or some shopping. From here, slip into your comfy bed at the [Sea Pines Resort](#), which has three golf courses when you're ready for tee time.

HGTV

Top 10 Family Spring Break Vacations

Escape the Everyday on a Family Spring Break Vacation

It's hard to beat [Florida](#) for one of the best family spring break vacations. Most breaks fall in March or April when the water's getting warm and the beaches invite relaxing or playing in the sun. South Carolina's [Hilton Head Island](#), shown here, is another good weather destination for biking, water sports like kayaking and spotting dolphins and other wildlife. You can even sneak in some education for the kids at the [Coastal Discovery Museum](#), with its focus on mariculture, the island's Gullah culture and the environment.

Or — think beyond the beach for your family spring break vacation. Some destinations are small towns or urban areas; others are family-friendly resorts that offer so much to see and do, you might not leave the grounds. Explore our list of got-to-go destinations and find your fun.

Southern Living

15 Charming Beach Towns To Visit This Winter

Hilton Head is a low-key Lowcountry island that has something for everyone. The classic cuisine (like shrimp and grits with hush puppies) is enough to bring us in, but Harbour Town, known for its red-and-white striped lighthouse, charms with its beachy shops, abundant activities, and food with a westward-view (you have to catch the sunset here). Your getaway wouldn't be complete without a visit to the popular Salty Dog Cafe for an easygoing atmosphere, as well as plenty of long bike rides along the shaded pathways.

EXPLORE HILTON HEAD ISLAND

The 10 Best Beachfront Hotels In South Carolina

Palmetto Dunes Oceanfront Resort

comforts of home (and more). Three miles of sweeping ocean views offer plenty of room to spread out and soak in the sun. And with multiple restaurants, a full-service marina, two lakes, a lagoon, a tennis center, and three golf courses, you can be as busy or as relaxed as you'd like at Palmetto Dunes Oceanfront Resort. Choose from a villa, condo, or house rental—many come with their own pools. All the lodging options offer more privacy and space than a hotel, making them ideal for families or groups.

[palmettodunes.com](#): 4 Queens Folly Rd, Hilton Head Island, SC

EXPLORE HILTON HEAD

Omni Hilton Head

from 25 tennis courts, three pools (one is adults-only), volleyball, kayaking, canoeing, and access to Palmetto Dune's 54-hole golf course. And that's not even counting the beautiful white sand beaches. If you do find that you need a little downtime, the on-site spa offers massages, facials, body treatments, and more. With the Omni's six dining options, you've got everything you need for an unforgettable vacation under one roof.

[omnihotels.com/hiltonhead](#): 23 Ocean Lane, Hilton Head, SC; 843-842-8000

EXPLORE HILTON HEAD

Disney Hilton Head Resort

You probably don't associate South Carolina with Disney, but the famed company actually has a resort in Hilton Head that's as family-friendly as the theme parks themselves. Situated on 12 miles of beach, the property is inspired by a "1940s hunting and fishing lodge." Kids will love the enormous pool with a waterslide, old-timey general store, and dolphin-watching boat tours. Grow-ups will appreciate the cozy Live Oak Lodge, golf course, and fitness center. Rooms have views of the woodlands or the ocean, and range from studios to two-bedroom villas.

[hiltonhead.disney.com](#): 22 Harbourside Lane, Hilton Head, SC; 843-343-4100

EXPLORE HILTON HEAD



The 10 Best Beachfront Hotels In South Carolina

Palmetto Dunes

Hilton Head, South Carolina

Hilton Head has long been known as a golfer's paradise, and Palmetto Dunes has certainly contributed to the island's reputation. The oceanfront resort sits on 2,000 acres with direct access to three miles of beaches, a full-service marina, and an 11-mile lagoon system. It's a big draw for families, but golfers can't get enough of the resort's three championship courses that were each designed by a different golf legend: George Fazio, Robert Trent Jones, and Arthur Hills.

[palmettodunes.com](#): 4 Queens Folly Road, Hilton Head Island, SC 29928; 877-460-0027

Sea Pines Resort

Hilton Head, South Carolina

As the original Hilton Head resort, the genesis of Sea Pines goes back to 1956 when Charles Fraser, whose family owned much of the island, had an idea for an all-encompassing vacation destination. Today, the resort is thriving, with the number one luxury hotel on Hilton Head Island, as well as home and villa rentals and a host of activities for guests to enjoy. What makes this a bucket list destination for golfers is the Harbour Town Golf Links course, which is home to the PGA Tour's RBC Heritage tournament. Set on the Calibogue Sound with uninterrupted views of both the water and the famous Harbour Town lighthouse, this course is as picturesque as they come.

[seapines.com](#): 22 Greenwood Dr., Hilton Head Island, SC 29928; 834-785-3333

The 30 Best Beach Vacations To Add To Your Bucket List Now

There's a reason Hilton Head gets voted as our readers' favorite beach town year after year. The town of 40,000 has all the makings of an ideal vacation destination and is super popular among multigenerational families. You won't need more than two wheels (at most a golf cart) to get around the island; the dining options are seemingly endless, and the beaches are long enough and wide enough for many a game of two-hand-touch football.

Women's Health

The 30 Most Magical Island Getaways in the United States

Hilton Head, Island

You didn't think we'd end our list without including the island that bills itself as America's favorite, did you? Hilton Head, located barely off the coast in South Carolina's Lowcountry, is pretty darn special. If you are a golfer, you'll find two dozen-some championship courses here. If you're not, there are 12 miles of beaches; 60 miles of multi-use trails (and 30 bicycle rental shops); dolphin tours galore; and activities to get your adrenaline up, including ziplining, jet skiing, and even helicopter tours. After all this action, you might want to give it a rest at one of the island's resorts with spa facilities. Relax at the Marriott Hilton Head Resort & Spa and follow it up with dinner at Hudson's Seafood House on the Docks, which sources its seafood from one of two remaining fishing fleets on the island. That means meals made with crab, shrimp, oysters, and fish go (almost) direct from local waters to your tummy.

Fodor's Travel

19 Best Family Vacation Spots in the US

Hilton Head Island

WHERE: South Carolina

Hilton Head Island is a great summer getaway—but this spot can also serve as a charming, less crowded winter escape. In the chillier months, the island's natural beauty shines bright alongside the festive holiday lights. The Historic Holidays on Hilton Head Island allows visitors to support local authors and artists while also doing the double deed of shopping for unique holiday gifts.

At the annual Deck the Halls, A Christmas Boat Parade, enjoy the spirit of the season as the waterfront neighborhood transforms into a spectacular holiday celebration. Active explorers can rent bikes and explore on two wheels, traversing the 40 miles of multi-use trails that are emptier in the off-season. Or, embark on one of the island's many dolphin tours to encounter one of the island's most chipper inhabitants, the bottlenose dolphin, since these playful creatures can be spotted year-round. Be sure to visit Hudson's on the Docks, a waterfront restaurant known for its fresh and locally sourced seasonal seafood. One of the island's many festive beachfront resorts can be a great place to spend the night—including Beach House, Sonesta Resort Hilton Head, or Westin Hilton Head Island Resort & Spa, all of which each offer easy proximity to the island's dozen miles of surf and sand.

Forbes

20 Delicious Ways To Honor National Oyster Day

The Lowcountry Dirty Martini



Found at Hudson's Seafood House on the Docks at Hilton Head Island, they do away with the traditional olive juice and garnish, using pure oyster liquor in a glass garnished with three olives and a splash of salmon roe. "We cultivate our own artificial oysters for the restaurant that we're able to harvest year-round. Our oyster beds are checked daily to produce the distinctive Lowcountry oysters. Hudson's is known for, Our Lowcountry Dirty Martini, with its splash of the 'liquor' from the oyster itself is a one-of-a-kind cocktail you won't find anywhere else," said Andrew Carmine, second generation owner of Hudson's Seafood on the Docks and Shell Ring Oyster Company.

the knot

Exchange Vows at These 12 Country Club Wedding Venues Across the United States



Country Club of Hilton Head in Hilton Head, South Carolina



WHY IT MATTERS

- **We're swimming in media content**

"96% of AI-generated answers cite earned media."

- **AI Overview in Google**

- **What makes Hilton Head stand out**

Family-Friendly:

***Parents Magazine** named Hilton Head the best family beach destination in the country.*

Beautiful Beaches:

With 12 miles of coastline, the island offers many beautiful beaches, including the popular Coligny Beach Park.

Amenities:

Beaches like Coligny Beach Park offer amenities such as outdoor showers, changing rooms, restrooms, and shaded gazebos.

Accolades:

*Hilton Head has received recognition from **Travel + Leisure**, **Parents**, and **Condé Nast Traveler** readers as a top beach destination.*



Hilton Head Island is a consistently top-ranked East Coast beach destination, recognized by publications like Travel + Leisure and Parents for its family-friendly amenities and beautiful beaches. Other highly-ranked East Coast spots include Cooper's Beach in the Hamptons, NY; Martha's Vineyard, MA; Newport, RI; and Ogunquit, ME.

INFLUENCER TRAVEL

April Buckles

Instagram: 440k

Tik Tok: 1.3M



Kathleen Barnes

Instagram: 450k



Jenna Palek

Instagram: 260k

Tik Tok: 699k



- 3 out of 4 travelers under 40 says an influencer directly led them to book a trip.

HOW IT HAPPENS...

- Daily pitching and relationship building with media.
- Hosting media events that matter.
- Responding to media requests.
- Working with journalists and production crews on the island.



What they're saying...

“You don’t rush here. You coast. I now understand why the Island seemed deeply uninterested in my need for urgency.”

- Jonathan Giles, Ebony Magazine, How Hilton Head Island Took My Phone, And Gave Me A Little Peace in Return



QUARTERLY REPORT FISCAL YEAR 2025 – Q4

APRIL 1 – JUNE 30 2025

DESTINATION VALUES

In partnership with the town and in alignment with our community, our destination's core values support our out-marketing efforts.



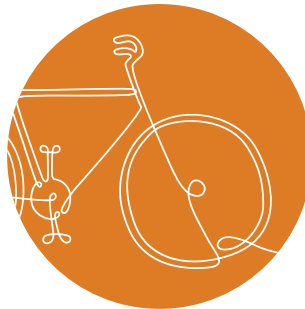
ECOTOURISM



HISTORY



ARTS & CULTURE



RECREATION



WELLNESS

QUARTER HIGHLIGHTS

GULLAH PRESS TRIP

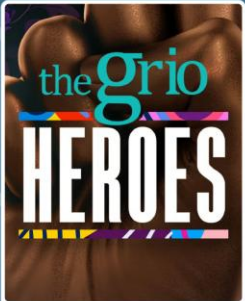


WHY IT MATTERS

Hosting writers from prominent Black publications to highlight Hilton Head Island’s rich Gullah heritage is a key part of our cultural tourism strategy. These trips help share the Island’s unique story with new audiences and create authentic visitor experiences. By featuring important sites like Mitchelville Freedom Park, we honor this legacy while supporting local businesses and the community. This approach strengthens Hilton Head Island’s reputation as an inclusive destination that values its history and drives sustainable tourism growth.



UVPM: 7,383,623
Facebook: 7.1M
Twitter: 1.1M
Instagram: 293k



UVPM: 3,130,478
Facebook: 1.2M
Twitter: 146.6k
Instagram: 381k



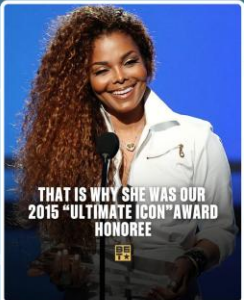
UVPM: 803,226
Facebook: 512k
Twitter: 52k
Instagram: 801k



UVPM: 3,211,180
Facebook: 3.5M
Twitter: 528k
Instagram: 3.5M



UVPM: 1,100,000
Facebook: 1.4M
Twitter: 422.1k
Instagram: 1.3M



UVPM: 3,200,000
Facebook: 11M
Twitter: 2.7M
Instagram: 3.5M

UVPM - Unique visitors per month

PUBLIC RELATIONS MEDIA COVERAGE

HILTON HEAD ISLAND STORY HIGHLIGHTS APRIL – JUNE



WHY IT MATTERS

PR builds awareness by showcasing our destination through the voice of national media outlets with substantial reach. This third-party endorsement highlights our island's appeal and commitment to culture and sustainability, inspiring value-driven travelers.



WHAT OTHERS ARE SAYING ABOUT US



474

STORIES & MENTIONS



7.64B

IMPRESSIONS



\$6.49M

AD VALUE

“You don’t rush here. You coast. I now understand why the Island seemed deeply uninterested in my need for urgency.”

Jonathan Giles, Ebony

APRIL

YAHOO! SPORTS
(UVPM: 25,285,232):
[SCOTTIE SCHEFFLER GETS ‘SCOTTIE STYLE’ BURGER AT HILTON HEAD ISLAND RESTAURANT AS RBC CHAMP](#)

GOOD HOUSEKEEPING
(UVPM: 37,939,679):
[20 BEST BEACH VACATIONS FOR FAMILIES, HAND-PICKED BY TRAVEL EXPERTS](#)

THE POINTS GUY
(UVPM: 7,037,880):
[8 GREAT FAMILY BEACH VACATIONS TO KICK OFF SUMMER](#)

MAY

TODAY 3RD HOUR
(VIEWERSHIP: 2,000,000+):
[SOUTHERN VACATION INSPIRATION](#)

FORBES
(UVPM: 23,770,859):
[THE 6 BEST RESORTS ON HILTON HEAD ISLAND](#)

PHILLY MAG
(UVPM: 788,283):
[WEEKENDING IN HILTON HEAD ISLAND, SOUTH CAROLINA](#)

JUNE

EBONY
(UVPM: 318,151)
[HOW HILTON HEAD ISLAND TOOK MY PHONE, AND GAVE ME A LITTLE PEACE IN RETURN](#)

THE WASHINGTON POST
(UVPM: 51,947,502)
[AT A JUNETEENTH SLEEPOVER, CAMPER COMMUNE WITH ANCESTORS](#)

TODAY
(VIEWERSHIP: 2,000,000+)
[SEA TURTLE NEST IN HILTON HEAD DEDICATED TO CRAIG MELVIN’S FAMILY](#)

DESTINATION OFFICIAL VACATION PLANNER



WHY IT MATTERS

The official Vacation Planner brings our destination into the homes of our visitors, further instilling our core values and key attributes while serving as a planning tool for those looking to travel to Hilton Head Island.



TOTAL PRINTED: **65,000**

Q4 DISTRIBUTION: **12,114**

YTD DISTRIBUTION: **30,456**

[2025 VACATION PLANNER](#)

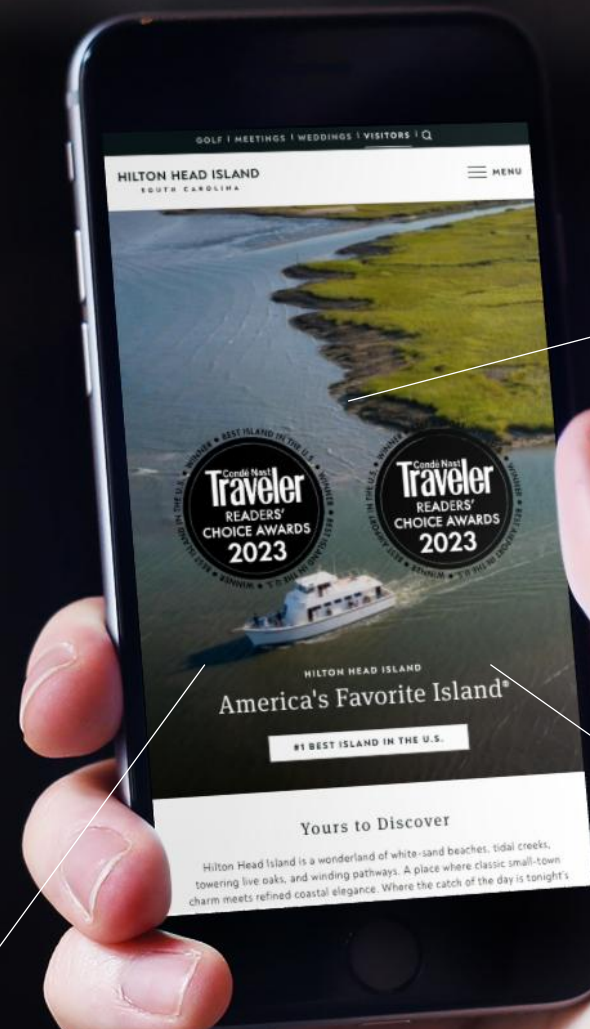


DESTINATION WEBSITE PERFORMANCE HILTONHEADISLAND.ORG



WHY IT MATTERS

The combination of website analytics and social media insights empowers data-driven decision-making, ensuring adaptability and responsiveness to digital out-marketing efforts.



VISITS
735K
-27% YOY

PARTNER
REFERRALS
372K
-9% YOY

USERS
546K
-31% YOY

WEBSITE DEMOGRAPHICS

APRIL – JUNE 2025



WHY IT MATTERS

This data highlights that our website audience is split evenly amongst men and women, which means our content should be tailored to their interests and values. Secondly, the data shows a strong geographic concentration in the US, followed internationally by Canada and the United Kingdom.

Website	
Age	
Age 55-64 (87%)	
Age 45-54 (3.5%)	
Age 35-44 (3.2%)	
Age 25-34 (3.1%)	
Age 65+ (2.0%)	
Age 18-24 (1.0%)	
Gender	
54.4% Women	
45.6% Men	
Audience Countries	
1.	United States
2.	Canada
3.	United Kingdom
4.	Germany
Audience States	
1.	Georgia
2.	North Carolina
3.	Florida
4.	New York
5.	Ohio

HILTON HEAD ISLAND SOCIAL ENGAGEMENT

SOCIAL
SESSIONS
92K
-59% YOY

SOCIAL
REFERRALS
17K
+43% YOY



SOCIAL
TOTAL
AUDIENCE
359K
+2% YOY

- HiltonHeadIslandofficial
- VisitHiltonHeadSC
- VisitHiltonHead
- HiltonHeadSC
- HiltonHeadSC
- VisitHiltonHead

Source: Sprout Social

SOCIAL DEMOGRAPHICS

APRIL – JUNE 2025



WHY IT MATTERS

This data highlights that our audience on Instagram and Facebook is overwhelmingly female and over 35, which means our content on these platforms should be tailored to their interests and values. Secondly, the data shows a strong geographic concentration in the US, followed internationally by Canada and the United Kingdom. This data helps inform our organic social and paid social strategy when promoting the destination.

Instagram	Facebook	TikTok
Age	Age	Age
Age 18-44 (45.8%) Age 35-44 (28.4%) Age 45-54 (25.8%)	Age 45-54 (27.7%) Age 65+ (25.1%) Age 55-64 (24.7%) Age 18-44 (22.5%)	No data available
Gender	Gender	Gender
63.3% Women 20.2% Men 16.5% Unspecified	79.6% Women 20.4% Men	54% Women 45.9% Men 0.1% Unspecified
Audience Countries	Audience Countries	Audience Countries
1. United States 2. Canada 3. United Kingdom	1. United States 2. Canada 3. United Kingdom	1. United States 2. Canada 3. Australia
Audience Cities	Audience Cities	Audience Cities
1. Charlotte 2. New York 3. Savannah	1. Charlotte 2. New York 3. Augusta	No data available

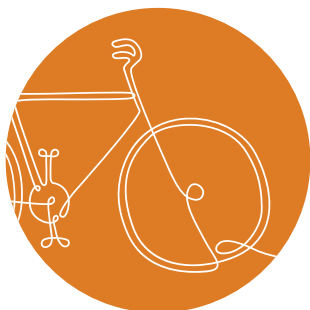
CROSS-CHANNEL PILLAR PERFORMANCE

Our destination pillars are consistently supported by high-quality content shared across our social channels.



WELLNESS

of Posts: 140
Total Engagements: 76K
Total Impressions: 1.48M



RECREATION

of Posts: 151
Total Engagements: 29K
Total Impressions: 874K



ARTS & CULTURE

of Posts: 66
Total Engagements: 20K
Total Impressions: 414K



ECOTOURISM

of Posts: 158
Total Engagements: 55K
Total Impressions: 1.15M



HISTORY

of Posts: 30
Total Engagements: 11K
Total Impressions: 205K

HOTEL, HOME & VILLA OCCUPANCY



WHY IT MATTERS

Our analysis of Hilton Head Island accommodations, Hotel, Home & Villa, for both quarters. KeyData, provides metrics such as occupancy rates, average daily rates, and revenue per available room. This data-driven approach details actionable insights to inform strategic decisions.



FISCAL YEAR Q4 - 2025

OCCUPANCY	ADR	REVPAR
63%	\$402	\$255
-5%	+6%	FLAT

FISCAL YEAR Q4 - 2024

OCCUPANCY	ADR	REVPAR
66%	\$351	\$230

FISCAL YEAR Q4 - 2023

OCCUPANCY	ADR	REVPAR
67%	\$353	\$235

THANK YOU



Hilton Head Island
& Bluffton
Chamber of Commerce



TOWN OF HILTON HEAD ISLAND

Town Council

TO: Mayor Alan R. Perry & Town Council Members
FROM: Ben Brown, Director of Strategic Initiatives
CC: Marc Orlando, Town Manager, ICMA-CM
Shawn Leininger, Deputy Town Manager
Curtis Coltrane, Town Attorney
DATE: September 16, 2025
SUBJECT: Consideration of an Ordinance of the Town Council of the Town of Hilton Head Island Authorizing the Conveyance of 0.02 acres of Real Property Located at 25 Dunnagans Alley and Providing for Severability and an Effective Date

RECOMMENDATION:

Town Council is requested to consider the sale of 0.02 acres of Town-owned property located at 25 Dunnagans Alley to Clear Daze, LLC, the owner of the adjacent property at 144 Arrow Road, to resolve existing encroachments.

Town Council unanimously approved first reading of the enclosed Ordinance on August 19, 2025.

BACKGROUND:

25 Dunnagans Alley & 144 Arrow Road

In July 2006, the Town acquired the property at 25 Dunnagans Alley, which included the Hilton Head Community Playhouse, for \$575,000. The theater building was subsequently demolished.

The original theater and adjacent building at 144 Arrow Road were constructed with a zero-lot-line configuration. During due diligence associated with a pending sale of 144 Arrow Road, a recent survey revealed that portions of the existing building encroach onto the Town's property at 25 Dunnagans Alley. These encroachments were brought to the Town's attention by the listing agent, Walter Wilkins.

There are no specific criteria in the Town's Land Acquisition Manual that address this type of circumstance. However, Town Council has previously handled encroachment situations on a case-by-case basis, considering the property's unique conditions and the proposal offered by the adjacent owner.

The seller of 144 Arrow Road, represented by Attorney Jeff Reilley, has formally requested that the Town convey a portion of 25 Dunnagans Alley to resolve the encroachments. His clients are offering \$2,000 for 0.02 acres of land.

Town staff recently met onsite with the current owner and the prospective buyer of 144 Arrow Road. Remnants of the former theater building at 25 Dunnagans Alley appear to have been left in place during demolition to protect the structural integrity of the building at 144 Arrow Road. Since 2006, additional non-structural improvements such as a condensing unit, picnic table, and fencing have been placed in this area by the owners or tenants of 144 Arrow Road. While these additions could be removed if required, removal of the structural encroachments would compromise the integrity of the building.

On June 17, 2025, Town Council reviewed the request from the owners of 144 Arrow Road to purchase approximately 0.02 acres from 25 Dunnagans Alley and directed the Town Attorney to prepare an ordinance authorizing the conveyance for Council's consideration. This ordinance is included as Attachment 5.

CONCLUSION:

Town Council is requested to consider second reading on an ordinance authorizing the Mayor and Town Manager to execute and deliver a Limited Warranty Deed conveying approximately 0.02 acres of real property to Clear Daze, LLC, in exchange for payment of \$2,000 and reimbursement of the Town's \$1,100 survey cost. Clear Daze, LLC will also be responsible for all costs associated with recording the Deed and Plat, including deed recording fees, real estate transfer fees, and any real estate taxes that may be assessed on the property conveyed.

ATTACHMENTS:

1. 25 Dunnagans Alley Map
2. Arts Center Plat (01.07.2006)
3. Letter from Jeff Reilley (06.05.2025)
4. Ordinance and Exhibit Authorizing the Conveyance of 0.02 Acres

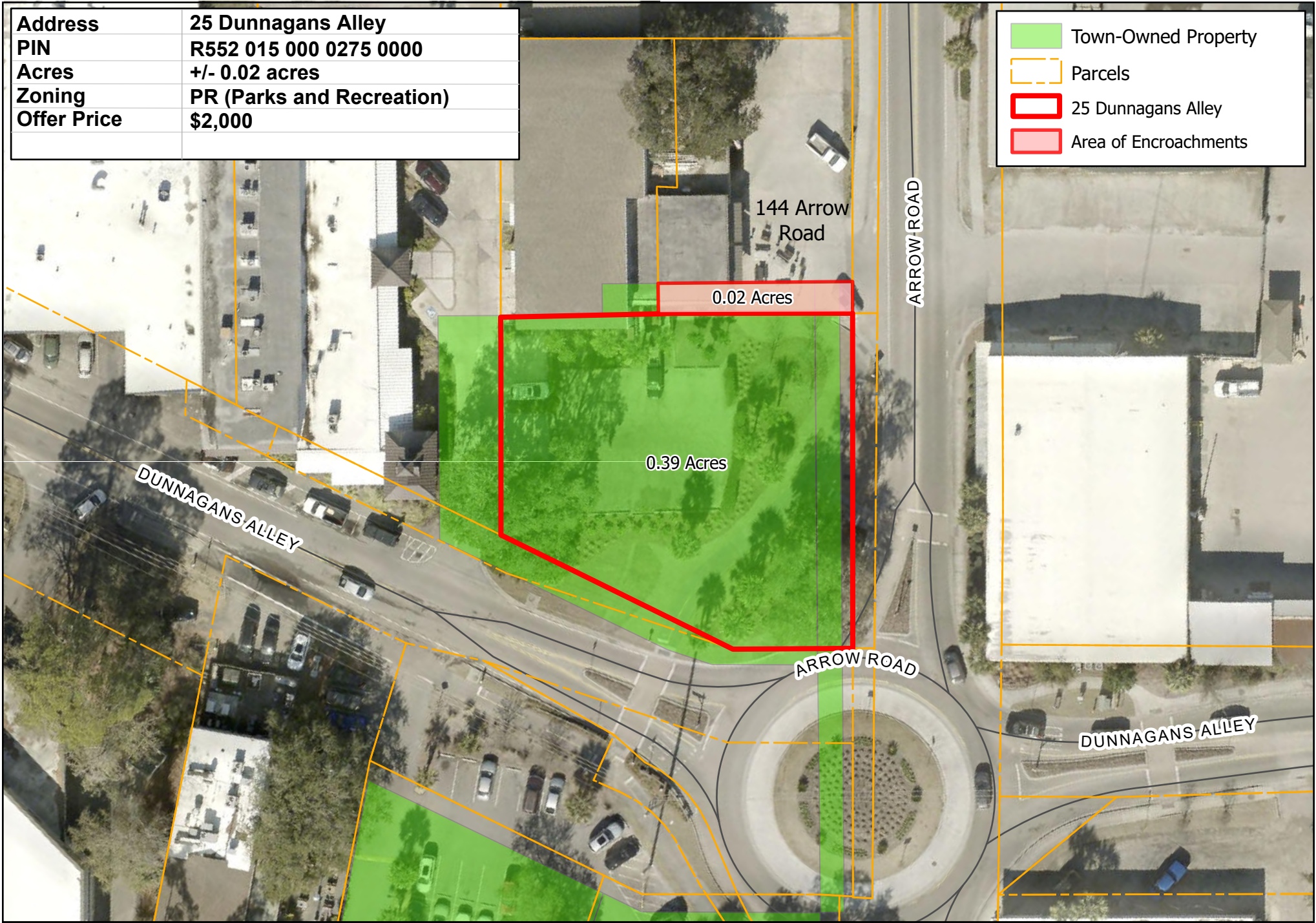
Address	25 Dunnagans Alley
PIN	R552 015 000 0275 0000
Acres	+/- 0.02 acres
Zoning	PR (Parks and Recreation)
Offer Price	\$2,000

Town-Owned Property

Parcels

25 Dunnagans Alley

Area of Encroachments



REILLEY LAW FIRM, LLC

22 BOW CIRCLE, SUITE E
POST OFFICE BOX 5879
HILTON HEAD ISLAND, SC 29938
PHONE (843) 715-9101
FAX (843)-715-4227
jeff@reilleylawfirm.com

Jeffrey G. Reilley

June 5, 2025

Via email only

Town of Hilton Head Island
Attn: Ben Brown

Re: 144 Arrow Road encroachment on town land

Dear Ben:

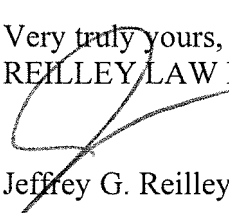
I understand the town, the current owners and potential buyers have met regarding 144 Arrow Road and a small piece of Tax Parcel 275 owned by the town and adjacent to 144 Arrow Road. As you know, the current encroachments from 144 Arrow Road onto the town's property make it desirable to acquire the land for the benefit of 144 Arrow Road. The resolution my clients are looking for would include moving the boundary line of 144 Arrow Road 12.5' away from the building.

My clients did contact an appraiser to get an approximate value of this piece of land and based on the small size of it and lack of marketability for the piece of land, the appraiser declined to give a value but indicated it may not have much value at all. My clients are proposing to pay the town \$2000 for this small piece of land. This would allow the owner of 144 Arrow Road to continue to maintain what they have been maintaining for years and relieve the town of any liability for that space that they have abandoned.

I appreciate your time in reviewing this proposal and look forward to hearing from you. If you have any questions, feel free to contact me.

With best regards, I am

Very truly yours,
REILLEY LAW FIRM, LLC


Jeffrey G. Reilley

THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA

ORDINANCE 2025-_____

AN ORDINANCE OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA,
AUTHORIZING THE CONVEYANCE OF A 0.02 ACRE OF REAL PROPERTY
LOCATED AT 25 DUNNIGAN'S ALLEY, AND PROVIDING FOR SEVERABILITY AND
AN EFFECTIVE DATE.

BE IT ORDERED AND ORDAINED BY THE TOWN COUNCIL FOR THE TOWN OF
HILTON HEAD ISLAND, SOUTH CAROLINA; AND IT IS ORDAINED BY THE
AUTHORITY OF THE TOWN COUNCIL AS FOLLOWS:

Section 1. Findings and Determinations. The Town Council for the Town of Hilton
Head Island, South Carolina (the "Town"), hereby finds and determines:

(a) The Town of Hilton Head Island, South Carolina (the "Town"), is the owner of a
parcel of real property located at 25 Dunnigan's Alley, which is described as follows:

All that certain piece, parcel or lot of land, lying and being on Hilton Head
Island, Beaufort County, South Carolina, shown and described as "R552 015
000 0275" on a Plat titled "A Boundary and As-Built Survey for R552 015
000 0275, A Portion of Palmetto Bay Commercial Subdivision, Hilton Head
Island, Beaufort County, South Carolina," prepared by Coastal Surveying
Co., Inc., Michael R. Dunnigan, SCRLS 11905, Dated January 7, 2006, and
recorded in the Office of The Register of Deeds for Beaufort County, South
Carolina, in Plat Book 115 at Page 150 (the "Town Property").

(b) The Town purchased the Town Property in 2006, and at the time of the purchase,
the Town Property was improved with a structure known as the "Hilton Head Island
Community Playhouse"; and,

(c) Following the acquisition of the Town Property, the Hilton Head Island
Community Playhouse was demolished; and,

(d) The Hilton Head Island Community Playhouse shared a common wall with an adjacent structure, and portions of the shared wall were left intact to support the adjacent structure and maintain the integrity of the wall; and,

(e) The exterior wall of the adjacent structure encroaches onto the Town Property, and Clear Daze, LLC, the owner of the adjacent structure has requested the conveyance of 0.02 acres, more or less, which are shown and described as “Area to Be Conveyed 0.02 Ac. 917 S.F.” on the plat of survey attached hereto as Exhibit “A,” of the Town Property for the purpose of resolving the encroachment; and,

(f) The Town Council has agreed to convey 0.02 acres, more or less, to Clear Daze, LLC, on the terms set out in this ordinance, and that this conveyance is in the best interests of the Town and its citizens, residents, property owners and visitors.

Section 2. Authorization to Convey. The Town is hereby authorized to convey 0.02 acres of real property, by Limited Warranty Deed, with said property being shown and described as “Area to Be Conveyed 0.02 Ac. 917 S.F.” on the plat of survey attached hereto as Exhibit “A,” to Clear Daze, LLC, on these terms:

(a) Clear Daze, LLC, will pay the Town the sum of Two Thousand and no/100 (\$2,000.00) Dollars.

(b) Clear Daze, LLC, will reimburse the Town for the cost of the survey of the property to be conveyed in the amount of One Thousand One Hundred and no/100 (\$1,100.00) Dollars.

(c) Clear Daze, LLC, will pay all costs of recording the Deed from the Town and the Plat attached hereto as Exhibit “A”, including the statutory Deed Recording Fee set out in S. C. Code Ann. § 12-24-10, *et seq.* (Supp. 2025), and the Town of Hilton Head Island, South Carolina, Real Estate Transfer Fee set out in § 4-5-10, *et seq.*, *Municipal Code of*

the Town of Hilton Head Island, South Carolina (1983); and, any real estate taxes that may be assessed on the property conveyed for calendar year 2025 and thereafter.

Section 3. Authorization to Execute and Deliver Documents. The Mayor and Town Manager are authorized to execute and deliver a Limited Warranty Deed for the 0.02 acres of real property to be conveyed to Clear Daze, LLC, and any other documents that may be required to complete the conveyance of the 0.02 acres of real property to Clear Daze, LLC, in exchange for the payments from Clear Daze, LLC, described in Section 2 above.

Section 3. 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 4. Effective Date. This Ordinance shall become effective on the date of its adoption.

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

THE TOWN OF HILTON HEAD ISLAND,
SOUTH CAROLINA

Alan R. Perry, Mayor

ATTEST:

Kimberly Gammon, Town Clerk

APPROVED AS TO FORM:

Curtis L. Coltrane, Town Attorney

First Reading:_____

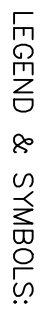
Second Reading: _____

Introduced by Council Member:_____

Exhibit “A” to Ordinance Authorizing Conveyance of Town Owned Real
Property on Dunnigan’s Alley

CURVE TABLE						
CURVE	LENGTH	RADIUS	TANGENT	CHORD	CHORD BEARING	DELTA
C1	58.90'	45.00'	34.52'	54.78'	S39°20'31"W	07°45'9.15"
C2	35.27'	75.00'	17.97'	34.95'	S02°05'51"W	026°56'51"

CURVE	LENGTH	RADIUS	TANGENT	CHORD	CHORD BEARING	DELTA
C1	58.90'	45.00'	34.52'	54.78'	S39.20°31"W	074°59'15"
C2	35.27'	75.00'	17.97'	34.95'	S02°05'51"W	026°56'51"



- | | |
|---|----------------------------|
| 1/2" IPS O | 1/2" IRON PIN SET WITH CAP |
| PKS O | P.K. NAIL SET |
|  | ELECTRIC TRANSFORMER |
|  | SIGN |
|  | STORM MANHOLE |
|  | CATCH BASIN |
|  | ELECTRIC OUTLET |
|  | TELEPHONE SERVICE |

SOME OR ALL ALLEGES ON THIS PLAT ARE FLOOD HAZARD AREAS AND HAVE BEEN IDENTIFIED AS HAVING AT LEAST A ONE PERCENT CHANCE OF BEING FLOODED IN ANY GIVEN YEAR BY RISING TIDE, WATERS ASSOCIATED WITH POSSIBLE HURRICANES, LOCAL REGULATIONS REQUIRE THAT CERTAIN FLOOD HAZARD ZONE PROPERTIES BE INSURED AGAINST THE CONSEQUENCE OF FLOODING. THE POLICY IS REQUIRED TO BE A FLOOD HAZARD INSURANCE. IN ADDITION, FEDERAL LAW REQUIRES MANDATORY PURCHASE OF FLOOD INSURANCE AS A PREREQUISITE TO FEDERALLY INSURED MORTGAGE FINANCING IN THESE DESIGNATED FLOOD HAZARD AREAS.

- 1) UNDERGROUND UTILITIES NOT LOCATED EXCEPT AS SHOWN.
- 2) SUBJECT PROPERTY DOES NOT APPEAR TO BE AFFECTED BY THE BRACEPOINT SETBACK REQUIREMENTS OF THE S.C. BEACH PROTECTION ACT OF JULY 1, 1986.
- 3) HORIZONTAL DATUM IS LOCAL S.C. STATE PLANE MAD 83.
- 4) USE OF THIS PROPERTY MAY BE AFFECTED BY THE TERMS OR COVENANTS RELATING TO THIS PLANNED COMMERCIAL DEVELOPMENT.
- 5) BUILDING SETBACKS, HEIGHT, SHOWN OR NOT SHOWN, BEING REVIEWED BY THE ZONING DEPARTMENT.
- 6) THIS SURVEY HAS BEEN PREPARED WITHOUT BENEFIT OF A COMPLETE TITLE SEARCH AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS, OF RECORD.

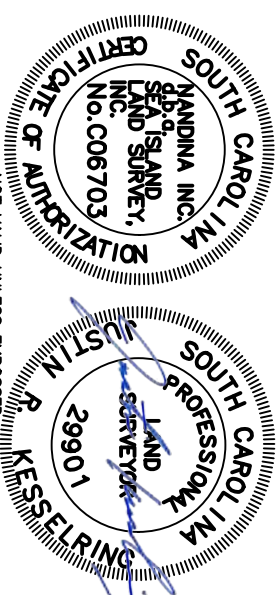
OWNERS CERTIFICATION

____ ARE THE OWNERS OF
THE HEREIN DESCRIBED PROPERTY AND THAT I (WE) STATE THAT THIS
PLAN IS BEING PUT FORTH AS REQUESTED.

SIGNATURE _____ DATE _____

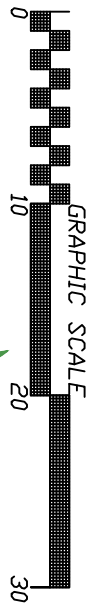
SIGNATURE _____ DATE _____

I HEREBY ATE THAT TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF, THE SURVEY SHOWN HEREON WAS MADE IN ACCORDANCE WITH THE REQUIREMENTS OF THE MINIMUM STANDARDS MANUAL FOR THE PRACTICE OF LAND SURVEYING IN SOUTH CAROLINA, AND MEETS OR EXCEEDS THE REQUIREMENTS FOR A CLASS "A" SURVEY AS SPECIFIED THEREIN; ALSO THERE ARE NO VISIBLE ENCROACHMENTS OR PROJECTIONS THEREON, THAN SHOWN.



DATE : 7/09/2025

SCALE: 1" = 10'



ZANDING

d.b.a. Sea Island Land Survey, Inc.

Hilton Head Island,
SC 29926
Tel (843) 681-3248
E-mail: admin@nandinairnc.com

BOUNDARY RECONFIGURATION OF:

TAX PARCEL 275, PALMETTO BAY COMMERCIAL
SUBDIVISION & LOT D-1, THE GRAVES SUBDIVISION,

HILTON HEAD ISLAND,

BEAUFORT COUNTY, SOUTH CAROLINA

PREPARED FOR: THE TOWN OF HILTON HEAD ISLAND

& CLEAR DAZE, LLC



TOWN OF HILTON HEAD ISLAND

Town Council

TO: Town Council
FROM: Michele Bunce, Senior Grants Administrator
VIA: John McGowan, Assistant Finance Director
CC: John Troyer, Interim Finance Director
DATE: September 16, 2025
SUBJECT: Consideration of a Resolution Approving the 2025 – 2029 Five-Year Consolidated Plan as Required by the U.S. Department of Housing and Urban Development (HUD) for participation in the Community Development Block Grant (CDBG) Entitlement Program.

RECOMMENDATION:

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island to approve the 2025 – 2029 Five-Year Consolidated Plan required by the U.S. Department of Housing and Urban Development (HUD) for participation in the Community Development Block Grant (CDBG) Entitlement Program.

BACKGROUND:

In 2015, the Town of Hilton Head Island began participating in the HUD CDBG Entitlement Program. On May 14, 2025, HUD issued notification of the Town's CDBG funding allocation for Fiscal Year 2025 in the amount of \$210,564, which is required to be included in the 2025 – 2029 Consolidated Plan.

The 2025 – 2029 Consolidated Plan will cover the Town's third five-year CDBG Entitlement Program period. As required for participation in the program, the Town must prepare this plan every five years and gather public input throughout its development. A Public Needs Assessment meeting took place on May 22, 2025 and feedback was collected both at the meeting and via other channels, including email. The Consolidated Plan was drafted based on the public input received and then released on June 10, 2025 for an additional mandatory 30-day public comment period.

The Consolidated Plan is implemented through Annual Action Plans, which provide a concise summary of the actions, activities, and the specific federal and non-federal resources used each year to address the priority needs and specific goals identified in the Consolidated Plan. For year one, the Action Plan proposes allocating all of Fiscal Year 2025 funds to Taylor Park to support planning, design, and administrative costs, providing critical momentum for the project's advancement.

For years two through five, the plan outlines broad goals, such as public facilities and improvements, public services, housing activities, economic development, and program administration. Specific projects associated with these goals will be developed annually, in alignment with the Consolidated Plan, the Town's Strategic Plan, and the Town's budget.

The 2025 – 2029 Five-Year Consolidated Plan was submitted to HUD by July 13, 2025 as required. Upon submission of the Consolidated Plan, HUD has 45 days to review the Plan. Once the Plan is accepted, a grant agreement between HUD and the Town of Hilton Head Island for the CDBG Fiscal Year 2025 will be executed and funds will be made available.

The Town may submit amendments to the Consolidated Plan to HUD. Any proposed amendments deemed substantial by HUD may require the Town to hold a public meeting. However, the Plan was designed and written to provide flexibility in the projects selected for funding each year by the Town.

The 2025 – 2029 Five-Year Consolidated Plan was presented to the Finance and Administrative Committee at the August 25, 2025 meeting. Committee members requested additional information regarding future potential uses of CDBG funds beyond park projects, specifically for initiatives such as housing and lateral sewer connections. The Committee voted unanimously to forward the 2025 – 2029 Five-Year Consolidated Plan to Town Council with a recommendation for approval.

ATTACHMENTS:

1. 2025 – 2029 Five-Year Consolidated Plan Resolution for HUD/CDBG Entitlement Program.
 - A. Exhibit A: 2025 – 2029 Five-Year Consolidated Plan for the Town of Hilton Head Island

THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA TO APPROVE THE COMMUNITY DEVELOPMENT BLOCK GRANT ENTITLEMENT PROGRAM 2025 – 2029 FIVE YEAR CONSOLIDATED PLAN AND THE ANNUAL ACTION PLAN FOR PROGRAM YEAR 2025.

WHEREAS, in 2015 the Town of Hilton Head Island began participating in the Community Development Block Grant Entitlement Program and accepted CDBG Entitlement status under the terms of the United States Department of Housing and Urban Development (HUD); and

WHEREAS, as an entitlement community, the Town must prepare and submit a Five Year Consolidated Plan which details goals and objectives to be implemented to address community needs of low and moderate income residents within the Town's jurisdiction; and,

WHEREAS, the Town has prepared a Community Development Block Grant Entitlement Program 2025 – 2029 Five Year Consolidated Plan (the "Five Year Plan"), a copy of which is attached hereto as Exhibit "A"; and,

WHEREAS, for fiscal year 2025 – 2026 (program year 2025) the Town will receive a CDBG award totaling \$210,564 to carry out activities that meet one of three National Objectives, as described by HUD; and

WHEREAS, as an element of the Five Year Plan, the Town must prepare and submit an "Annual Action Plan" detailing activities to be undertaken during the first program year (fiscal year 2025) to address goals and objectives outlined in the Five Year Plan; and

WHEREAS, the Five Year Plan, including the Annual Action Plan for fiscal year 2025, is compatible with the Town of Hilton Head Island Comprehensive Plan; and

WHEREAS, the Town has adhered to the public participation requirements set forth in the Citizen Participation Plan in the development of the Five Year Plan; and

WHEREAS, public needs assessment meetings and 30 day public comment period for the Five Year Plan were conducted for citizen input and review; and

WHEREAS, in order to meet the program deadlines established by HUD the Five Year Plan was submitted to HUD on July 13, 2025; and,

WHEREAS, the Town Council finds that it is in the best interest of the Town, and its citizens, residents, businesses, and property owners to approve the Five Year Plan, and to ratify the submission of the Five Year Consolidated Plan.

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

(a) The Community Development Block Grant Entitlement Program 2025 – 2029 Five Year Consolidated Plan attached hereto as Exhibit “A” is hereby approved and adopted by the Town.

(b) All actions of the Town Manager and Town Staff in in submitting the Community Development Block Grant Entitlement Program 2025 – 2029 Five Year Consolidated Plan to HUD are approved and ratified.

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

MOVED, APPROVED, AND ADOPTED BY THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, ON THIS ____ DAY OF SEPTEMBER, 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

Town of Hilton Head Island

2025 – 2029

Consolidated Plan

For the
U.S. Department of Housing and Urban Development
Community Development Block Grant Program



Executive Summary

ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The purpose of the Town of Hilton Head Island's Five Year 2025 – 2029 Consolidated Plan is to preserve and revitalize primarily low and moderate income (LMI) neighborhoods, support LMI activities which enhance quality of life for Hilton Head Island residents, and address priority community public services, community development, and redevelopment needs within applicable local, state, and federal statutes and regulations. The Plan outlines the priorities by which the Town of Hilton Head Island's Community Development Block Grant (CDBG) program funds will be invested over the next five years to achieve specific U.S. Department of Housing and Urban Development (HUD) objectives.

Town of Hilton Head Island activities funded by the CDBG program are designed to benefit LMI persons. Activities may qualify for CDBG assistance if the activity meets the LMI housing national objective, will benefit all the residents of a LMI residential area, or will benefit LMI clientele.

According to CDBG program guidelines, an activity using the LMI area benefit must meet the minimum threshold of 51% LMI qualified residents. However, the Town of Hilton Head Island has been designated an exception grantee, which resulted in a LMI area percentage of 49.56%, this percentage is applied to Census tracts and blocks to determine activity eligibility on an area basis. An activity using the LMI clientele benefit must serve a clientele which is 51% or more LMI.

2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

The Plan provides a guide for the Town of Hilton Head Island's allocation of CDBG Program funding for the 2025 – 2029 planning period. The goals focus on priority needs and targets available resources designed to meet those needs. The needs include public improvements and facilities, economic development, and public services for LMI persons. The primary emphasis of the goals is maintaining and improving the quality of life of LMI residents. Projects selected for CDBG funding in this five-year period will be managed efficiently and in compliance with program requirements.

3. Evaluation of past performance

The Town of Hilton Head Island has participated in the HUD CDBG Entitlement Program since 2015. During the nine years of program participation, the Town met required program deadlines. Notifications of acceptable levels of program accomplishment were received from the HUD Columbia, SC field office during the first seven years of program participation.

In April 2021, a remote monitoring session was conducted by the Columbia, South Carolina HUD field office. No findings were reported during this monitoring; however, two concerns were cited. The first concern identified the need for a local written policies and procedures manual for administration of the CDBG award. Town staff completed this manual and submitted it to HUD in June 2022. The second concern identified the need for an oversight process for subrecipients of 2020 CDBG and CDBG-CV funds. Town staff immediately conducted seven monitoring reviews of randomly selected subrecipients of 2020 CDBG and CDBG-CV funds. All subrecipient monitoring reviews resulted in no findings or concerns. In 2019 a 'No Findings or Concerns' report was issued by the Regional Environmental Officer during an onsite Environmental Review Procedures monitoring visit.

In May 2023, the Town received a second-year noncompliance with timely expenditure requirement notice. An untimely expenditure notice is given when a grantee has more than 1.5 times its most recent entitlement grant. In June 2023, the Town had 3.96 times its most recent entitlement grant and submitted the required timeliness workout plan to HUD. The Town was in timeliness compliance by the next compliance test, which was in May 2024.

The Town intends to continue to report its progress in meeting the five year and annual goals in the Consolidated Annual Performance Evaluation Report (CAPER). The CAPER will be submitted in compliance with program deadlines.

4. Summary of citizen participation process and consultation process

The Town held a 2025 Citizen Participation Plan and Needs Assessment public meeting on May 22, 2025 to solicit input from the community. A public notice was published in the local newspaper, The Island Packet, seven days prior to the public meeting. In addition to the published notice, public meeting notices were posted at the Town of Hilton Head Island Town Hall, on the Town website, and sent to Town of Hilton Head Island E-Subscription Service subscribers. Email invitations with a copy of the Public Meeting Notice were sent directly to several community leaders and organizations which assist LMI clientele seven days prior to the meeting. This meeting is summarized in the Citizen Participation section of this plan.

5. Summary of public comments

Public comment was taken during the May 22, 2025 Public Meeting for both the 2025 Citizen Participation Plan and Needs Assessment. There was one attendee, and they provided feedback on the identification of community needs. Affordable and workforce housing were the primary topics of discussion along with how well the Town and the attendee's organization worked together to help the community with relative needs. The needs that both the Town and the organization worked on simultaneously were the following:

- Home Safety Repair
- Lateral Sewer Connections

The attendee mentioned needs that were identified in the previous 2020 – 2025 Needs Assessment Public Meeting, some of which were seen as still currently relevant:

- Public transportation for residents
- Child care that is affordable and high quality
- Academic intervention programs
- Homeless services
- Assistance connecting to water and sewer

The attendee stated they would help assist the Town with sharing the Public Meeting Notice and call for feedback regarding CDBG plans and funding. Town staff thanked them for their support and help.

No additional comments were received.

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments were taken into consideration in preparing the Consolidated Plan. The Town reviewed all comments for common and recurring themes to help establish priorities and goals in addition to reviewing historical feedback from the 2020 - 2025 Needs Assessment Public Meetings.

7. Summary

The Town of Hilton Head Island Five Year 2025 – 2029 Consolidated Plan identifies needs for a suitable living environment for primarily LMI persons and outlines a comprehensive and coordinated strategy for implementation of programs. The Town will use CDBG program funds to leverage other public investment to address the Town's priority goals.

The Process

PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	HILTON HEAD ISLAND	Finance Department

Table 1 – Responsible Agencies

Narrative

The Town of Hilton Head Island was incorporated as a municipality in 1983 and has a Council-Manager form of government. The Town of Hilton Head Island is comprised of the following main service areas:

- Town Manager
- Town Clerk
- Engineering and Projects
- Facilities Management
- Planning
- Technology and Innovation
- Communications
- Community Engagement
- Finance
- Fire Rescue/Emergency Management
- Human Resources
- Public Safety
- Gullah Geechee Community Development Corporation

The Town of Hilton Head Island Finance Department will be the lead department for the preparation, submission, and administration of this Consolidated Plan. Town staff has been an integral part of development of the Consolidated Plan by assessing the CDBG Program, reviewing materials, regulations and documentation on the Consolidated Plan process. The Town Manager, Assistant Town Manager - Strategic Initiatives, Assistant Town Manager of Operations, Finance Director, Assistant Finance Director, Engineering and Projects Director, and Planning and Community Development staff will oversee the preparation and administration of the Consolidated Plan.

Consolidated Plan Public Contact Information

Town of Hilton Head Island Finance Department

Michele Bunce, Senior Grants Administrator

1 Town Center Court

Hilton Head Island, SC 29928

Telephone: (843) 341-4689

Email: micheleb@hiltonheadislandsc.gov

PR-10 Consultation – 91.100, 91.110, 91.200(b), 91.300(b), 91.215(I) and 91.315(I)

1. Introduction

The Town of Hilton Head Island conducted consultation with citizens, non-profit agencies, the Beaufort public housing agency, governmental agencies, and the Lowcountry Continuum of Care.

Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I)).

In November 2022, Town Council adopted the Workforce Housing Framework, a comprehensive approach aimed at equipping town and municipal leaders with effective strategies and actionable tactics to meet the growing demand for housing preservation and new construction. Guided by four fundamental pillars, the Town and its community partners embarked on a transformative journey to implement this robust framework for addressing this challenge. The framework focuses on four core pillars: Community Pillar, Management Pillar, Planning Pillar, and Revenue Pillar.

The Beaufort Housing Authority services all of Beaufort County, South Carolina, including the Town of Hilton Head Island. Within the jurisdiction of the Town of Hilton Head Island, the Beaufort Housing Authority operates one public housing apartment facility containing 80 units which provide housing 195 family members.

The Town of Hilton Head Island participates in the Lowcountry Affordable Housing Coalition, which is under the auspices of Together for Beaufort County and the Beaufort County Human Services Alliance. This coalition consists of governmental entities, non-profit and private organizations striving to make housing more affordable in the Beaufort County area. The coalition has a focus on assisting residents of Beaufort County and serves as a forum for member organizations to share ideas, coordinate projects, and foster interagency cooperation. With support from the Beaufort County Human Services Alliance resources are pooled and community needs are addressed in the areas of economy, education, poverty, and health and environmental issues.

Community Works in partnership with government municipalities in Beaufort and Jasper counties have created an affordable housing fund, Beaufort Jasper Housing Trust, in response to the need for affordable homes throughout the Lowcountry. \$3.4 Million was pledged to start the initiative, which launched in January 2023. With the goal of creating new units or rehabilitating exiting units for households at or below 100 percent of the Area Median Income (AMI), with a priority of households at 60 percent of the AMI, governing bodies for Beaufort County, Jasper County, Town of Hilton Head Island, Town of Bluffton, City of Beaufort, Town of Port Royal, City of Hardeeville, Town of Yemassee, and the SOLOCO Regional Board approved resolutions establishing the Beaufort Jasper Housing Trust.

Beaufort County Council selected CommunityWorks, a South Carolina statewide Community Development Financial Institution to provide administration and management of the trust fund, which will be a nonprofit entity. Additionally, each governing body has appointed a representative for the Beaufort Jasper Housing Trust. In collaboration with the Beaufort Jasper Housing Trust, the Town compiled a comprehensive Asset Map. It includes community partners, nonprofits, local and state agencies, and local churches involved in housing.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness

The Lowcountry Continuum of Care, based in Charleston, South Carolina, is the Continuum of Care working to address the needs of the homeless in a seven-county region of the South Carolina lowcountry. Annual point in time counts are conducted in the area; however, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data specific to the Town of Hilton Head Island.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS

The Town of Hilton Head Island Consolidated Plan intends to use U.S. Department of Housing and Urban Development (HUD) resources to fund only CDBG program projects and will not fund Emergency Solutions Grants (ESG) program projects; therefore, no consultation related to the allocation of ESG funds was conducted.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities.

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	BEAUFORT HOUSING AUTHORITY
	Agency/Group/Organization Type	Housing PHA Service-Fair Housing Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Beaufort Housing Authority was consulted on housing needs via telephone.
2	Agency/Group/Organization	Lowcountry Continuum of Care
	Agency/Group/Organization Type	Services-homeless Regional organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Lowcountry Continuum of Care was consulted on homeless needs via website research.

3	Agency/Group/Organization	Beaufort County Human Services Alliance
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services - Victims Health Agency Child Welfare Agency Other government - County Business and Civic Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Beaufort Human Services Alliance was consulted on homeless needs through interaction during Lowcountry Affordable Housing Coalition meetings and via online data gathering.
4	Agency/Group/Organization	Lowcountry Council of Governments
	Agency/Group/Organization Type	Regional organization Planning organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Economic Development Non-housing Community Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Lowcountry Council of Governments was consulted on housing, homeless, and non-housing community development needs via online data gathering.

5	Agency/Group/Organization	HILTON HEAD HABITAT FOR HUMANITY
	Agency/Group/Organization Type	Housing Services - Housing Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Hilton Head Habitat for Humanity was consulted on housing, homeless, and non-housing community development during the needs assessment via online data gathering.
6	Agency/Group/Organization	Deep Well
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services - Victims Civic Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-housing Community Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Deep Well was consulted on housing, homeless, and non-housing community development during the 2025 Citizen Participation Plan and Needs Assessment Public Meeting.
7	Agency/Group/Organization	The Community Foundation of the Lowcountry
	Agency/Group/Organization Type	Business Leaders Civic Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-housing community development

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Community Foundation of the Lowcountry was consulted on housing, homeless and non-housing community development during the needs assessment and via online data gathering.
8	Agency/Group/Organization	Boys & Girls Club of Hilton Head Island
	Agency/Group/Organization Type	Services-Children Services-Education
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-housing community development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Boys & Girls Club of Hilton Head Island was consulted on housing, childcare, education, and non-housing community development during the needs assessment information gathering via online data gathering.
9	Agency/Group/Organization	Native Island Business and Community Affairs Association
	Agency/Group/Organization Type	Housing Civic Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-housing Community Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Native Island Business and Community Affairs Association (NIBCAA) was consulted on housing and non-housing community development during the needs assessment data gathering process.
10	Agency/Group/Organization	Gullah Museum
	Agency/Group/Organization Type	Civic Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-housing community development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Gullah Museum was consulted on housing and non-housing community development during the needs assessment data gathering process.

11	Agency/Group/Organization	Beaufort County School District
	Agency/Group/Organization Type	Services-Children Services-homeless Services-Education
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Beaufort County School District was consulted on homeless children and youth during the needs assessment data gathering process.

Identify any Agency Types not consulted and provide rationale for not consulting

Efforts were made to consult with a broad variety of community stakeholders. No particular agency or organization types were excluded from participation. Those that did not participate did so of their own choice.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Lowcountry Continuum of Care	The Lowcountry Continuum of Care, based in Charleston, South Carolina, is the Continuum of Care working to address the needs of the homeless in a seven-county region of the South Carolina lowcountry. Annual point-in-time counts are conducted in the area. However, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data specific to the Town of Hilton Head Island.
Town of Hilton Head Island Comprehensive Plan	Town of Hilton Head Island	Developed Consolidated Plan goals in conjunction with the Town's Comprehensive Plan and strategic goals.

Table 3 – Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(l))

The Town of Hilton Head Island coordinates with public entities and other bodies of government to develop the Consolidated Plan. Town of Hilton Finance Department staff work closely with the Town's Public Projects and Facilities department to collaborate on improvement projects. These efforts include, but are not limited to, plans for infrastructure and other improvements in the community through CDBG funded activities.

When necessary, the Town of Hilton Head Island will establish collaborative efforts and partnerships with state and local government entities such as Beaufort County, the Lowcountry Council of Governments and various State of South Carolina offices to ensure complete implementation of the Consolidated Plan.

PR-15 Citizen Participation – 91.105, 91.115, 91.200(c) and 91.300(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The Town of Hilton Head Island conducted a needs assessment public meeting on May 22, 2025 to solicit input from the community on housing, homeless and community development needs. A public notice was published in the local newspaper, The Island Packet, seven days prior to the public meeting. In addition to the published notice, public meeting notices were posted at the Town of Hilton Head Island Town Hall, on the Town website, and sent to Town of Hilton Head Island E-Subscription Service subscribers. An invitation to the needs assessment public meeting was emailed directly to a variety of community leaders and organizations which assist LMI clientele seven days prior to the meeting. Documentation of public notices is included as an attachment to this plan.

At the 2025 Citizen Participation Plan and Needs Assessment public meeting, a presentation was made available explaining the purpose of the meeting and the Community Development Block Grant program. Public comments were taken, and the one attendee was asked to identify community needs. The one attendee offered to help share the public meeting notice again with other local organizations and encourage them to submit comments and feedback as well during the 30-day comment period in their absence. A summary of the needs identified, and meeting minutes are included as an attachment to this Consolidated Plan.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)

1	Public Meeting	Non-targeted/ broad community	One person attended the 2025 Citizen Participation Plan and needs assessment public meeting.	Affordable and workforce housing were primary needs identified. Also, the 2020 – 2025 Needs Assessment concerns were discussed, and most were considered still current and relative. Those needs included facility improvements for non-profits, health care access, facility expansions to increase programs for non-profits, public transportation , affordable and high-quality childcare, academic intervention programs, homeless services, water and sewer connections, and home safety repairs.	All comments were accepted.	
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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Internet Outreach	Non-targeted/ broad community	The DRAFT 2025 Citizen Participation Plan was posted on the Town of Hilton Head Island Town website from May 13, 2025 through June 20, 2025. A notification of the Con Plan 30-day public comment period was sent via email blast to all email addresses listed on the Town's E-Subscription Service List.	No comments have been received to date.	No comments have been received to date.	https://hiltonheadislandsc.gov/news/

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Newspaper Ad	Non-targeted/ broad community	A notification of DRAFT 2025 Citizen Participation Plan and Needs Assessment Public Meeting and 30-day public comment period was placed in the local newspaper, the Island Packet on May 13, 2025.	No other comments were received outside of those received at the public meeting.	No other comments were received outside of those received at the public meeting.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Internet Outreach	Non-targeted/ broad community	The DRAFT Con Plan and Action Plan was posted on the Town of Hilton Head Island website from June 10, 2025 - July 9, 2025. A dedicated link for public comment was posted on the front page of the website. A notification of the Con Plan 30-day public comment period was sent via email blast to all email addresses listed on the Town's E-subscription Service List.	One comment was received from the Sandalwood Community Food Pantry seeking ways to help support the local food pantry.	All comments were received and accepted.	https://hiltonheadislandsc.gov/CDBG/

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Newspaper Ad	Non-targeted/ broad community	A notification for the 2025 - 2029 Con Plan Public Meeting and 30-day public comment period was placed in the local newspaper, the Island Packet, on May 28, 2025.	One comment was received from the Sandalwood Community Food Pantry seeking ways to help support the local food pantry.	All comments were received and accepted.	
6	Television	Non-targeted/ broad community	WHHI TV has a reach of 500,000 people total, including all of Beaufort County.	No comments were received.	No comments were received.	https://www.whhitv.com/shows/talk_of_the_town

Table 4 – Citizen Participation Outreach

Needs Assessment

NA-05 Overview

Needs Assessment Overview

The Town of Hilton Head Island used the U.S. Census Bureau 2017 - 2021 Comprehensive Housing Affordability Strategy (CHAS) default needs assessment data in developing the consolidated plan. This data encompasses customized tabulations HUD receives from the U.S. Census Bureau based on American Community Survey (ACS) data. In addition to the CHAS data, comments received during the needs assessment public meeting, and the consultation process were used to determine the priority needs for the 2025 - 2029 Consolidated Plan. The assessment utilized HUD's eCon Planning Suite within the Integrated Disbursement and Information System (IDIS). The eCon Planning Suite pre-populated the most current housing and economic development data available to assist jurisdictions in identifying funding priorities in the consolidated plan and annual action plan.

NA-10 Housing Needs Assessment - 24 CFR 91.205 (a,b,c)

Summary of Housing Needs

The population estimates in the following table reflect the population, households, and median income for the residents of the Town of Hilton Head Island. According to the 2016 - 2020 American Community Survey, the Town of Hilton Head Island included 40,000 residents and 17,910 households. The data reflects an increase in population by 2%, an increase in households by 5%, and a 29% increase in median income.

Demographics	Base Year: 2009	Most Recent Year: 2020	% Change
Population	39,070	40,000	2%
Households	17,005	17,910	5%
Median Income	\$66,646.00	\$86,171.00	29%

Table 5 - Housing Needs Assessment Demographics

Data Source: 2000 Census (Base Year), 2016-2020 ACS (Most Recent Year)

Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households	1,480	1,775	2,365	1,345	10,950
Small Family Households	255	410	450	360	2,925
Large Family Households	45	30	50	75	345
Household contains at least one person 62-74 years of age	565	520	815	455	4,155
Household contains at least one person age 75 or older	364	545	520	390	2,695
Households with one or more children 6 years old or younger	45	195	114	100	544

Table 6 - Total Households Table

Data Source: 2016-2020 CHAS

Housing Needs Summary Tables

1. Housing Problems (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total
NUMBER OF HOUSEHOLDS										
Substandard Housing - Lacking complete plumbing or kitchen facilities	15	65	0	15	95	0	10	0	0	10
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	15	0	55	25	95	0	0	0	0	0
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	10	4	40	10	64	0	10	4	0	14
Housing cost burden greater than 50% of income (and none of the above problems)	295	335	205	60	895	670	420	245	95	1,430

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Housing cost burden greater than 30% of income (and none of the above problems)	40	165	360	65	630	135	235	430	280	1,080
Zero/negative Income (and none of the above problems)	100	0	0	0	100	75	0	0	0	75

Table 7 – Housing Problems Table

Data 2016-2020 CHAS
Source:

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Having 1 or more of four housing problems	340	405	300	110	1,155	670	435	250	95	1,450
Having none of four housing problems	205	230	570	305	1,310	265	700	1,245	835	3,045
Household has negative income, but none of the other housing problems	0	0	0	0	0	0	0	0	0	0

Table 8 – Housing Problems 2

Data 2016-2020 CHAS
Source:

3. Cost Burden > 30%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	55	200	135	390	110	140	75	325
Large Related	45	0	10	55	0	15	0	15
Elderly	210	175	295	680	625	470	405	1,500
Other	70	200	134	404	75	45	195	315
Total need by income	380	575	574	1,529	810	670	675	2,155

Table 9 – Cost Burden > 30%

Data 2016-2020 CHAS
Source:

4. Cost Burden > 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	0	0	70	70	85	105	0	190
Large Related	0	0	0	0	0	0	0	0
Elderly	210	150	180	540	530	265	160	955
Other	0	60	180	240	55	0	0	55
Total need by income	210	210	430	850	670	370	160	1,200

Table 10 – Cost Burden > 50%

Data 2016-2020 CHAS
Source:

5. Crowding (More than one person per room)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	25	4	25	25	79	0	10	4	0	14

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Multiple, unrelated family households	0	0	30	10	40	0	0	0	0	0
Other, non-family households	0	0	40	0	40	0	10	0	0	10
Total need by income	25	4	95	35	159	0	20	4	0	24

Table 11 – Crowding Information – 1/2

Data Source: 2016-2020 CHAS

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Households with Children Present	0	0	0	0	0	0	0	0

Table 12 – Crowding Information – 2/2

Data Source
Comments:

Describe the number and type of single person households in need of housing assistance.

The 2019 - 2023 American Community Survey (ACS) data for Hilton Head Island indicates there are a total of 5,706 non-family households. Non-family households are defined as households consisting of people living alone and households that do not have any members related to the householder. Of the total number of non-family households, 81.8% are indicated as householder living alone and 18.2% are 65 years and over. A source data estimating the need for assistance from single-person households is not available for the Town of Hilton Head Island.

Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.

According to the 2019 - 2023 American Community Survey (ACS) data for Hilton Head Island, there is an estimated 5,751 persons having disabled status. This figure represents 15.3% of the total population. The Town of Hilton Head Island does not have data available to estimate the number of persons or households of victims of domestic violence, dated violence, sexual assault and stalking who may need housing assistance.

What are the most common housing problems?

The most common housing problem in the Town of Hilton Head Island is cost burden. About 40 percent of all Hilton Head Island households—including 36.8 percent of homeowners and 49.4 percent of renters—are housing cost burdened, spending 30 percent or more of their income each month on housing costs.

Rates of housing cost burden are significantly higher for low- and moderate-income households, including low-wage working households. There is a significant need presently for rental housing affordable to working households on Hilton Head Island with incomes below \$35,000. The affordability level translates to homes (including apartments) that have rents of \$875 or less. In addition, there is a substantial gap in for-sale homes affordable to moderate-income households who can afford to pay up to \$200,000 for a home.

Are any populations/household types more affected than others by these problems?

According to the 2016 - 2020 Comprehensive Housing Affordability Strategy (CHAS) data, the owner occupant households in the 0 - 30% area median income range are likely to have the greatest cost burden housing problem.

Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance

Persons with the imminent risk of residing in shelters or becoming unsheltered characteristically have a combination of financial factors which create risk, such as lack of a living wage, rent in excess of 30% of their income, and high child care, medical, or transportation costs. Coupled with these factors, additional issues may include family conflicts, domestic violence, doubled-up living arrangements with family members - overcrowding, recent crisis, housing with code or safety violations, family members with disabilities, criminal histories, history of mental health or chemical dependency, difficulty navigating access to public benefits or community-based services and prior experience with homelessness.

There are no homeless shelters located within the jurisdiction of the Town of Hilton Head Island and no homeless population count data available from the Lowcountry Continuum of Care, the regional continuum of care servicing the Town. There is a non-profit organization, Family Promise of Beaufort, located in neighboring Bluffton, South Carolina, which is a coalition of Beaufort County churches assisting homeless families through a 60 - 90 day program. The program provides evening accommodations for program participants at host churches and daytime transportation to school for

children and educational programs for parents. It remains the only shelter program in Beaufort and Jasper Counties that serve homeless children, aged 18 and under, and their families.

The Town of Hilton Head Island does not participate in rapid re-housing assistance programs and consequently data pertaining to these needs is not available.

If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates:

The Town of Hilton Head Island does not have a methodology to create estimates of at-risk populations.

Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness

The main characteristic linked with instability and risk of homelessness is a lack of affordable housing for lower income households. The typical measure of housing affordability is if households are paying more than 30% of their gross income on rent. According to the 2019 - 2023 American Community Survey data, 52% of renters paid more than 30% of their income on housing. The affordable housing matter is also illustrated with the 2019 - 2023 American Community Survey data, showing 7.5% of rental housing payments are less than \$500 per month.

NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

A "disproportionately greater number of housing problems" is defined as when a member of a racial or ethnic group at a given income level experiences housing problems at a rate greater than 10% of the income level as a whole. The data summarizes each minority group experiencing any of four housing problems, which include lack of complete kitchen facilities, lack of complete plumbing facilities, more than one person per room, and cost burden greater than 30%.

According to the 2019 - 2023 American Community Survey, the total population of the Town of Hilton Head Island is 37,805. The population composition is as follows: 29,299 (77.5%) White, 2,382 (6.3%) Black or African American, 340 (0.9%) Asian, 3,327 (8.8%) some other race, and 2,495 two or more races. The total Hispanic population of the Town of Hilton Head Island is comprised of 5,708, which is 15.1% of the total Town population. It should be noted in the American Community Survey data; Hispanic is considered an ethnicity and not a race. For example, the race of a person may be White and their ethnicity Hispanic, or their race may be Black/African American and their ethnicity Hispanic.

0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,190	290	0
White	850	165	0
Black / African American	110	30	0
Asian	0	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	165	55	0

Table 13 - Disproportionally Greater Need 0 - 30% AMI

Data Source: 2016-2020 CHAS

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

30%-50% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,245	530	0
White	840	280	0
Black / African American	115	130	0
Asian	0	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	279	80	0

Table 14 - Disproportionally Greater Need 30 - 50% AMI

Data 2016-2020 CHAS
Source:

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

50%-80% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,345	1,025	0
White	1,075	710	0
Black / African American	80	170	0
Asian	0	20	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	144	110	0

Table 15 - Disproportionally Greater Need 50 - 80% AMI

Data 2016-2020 CHAS
Source:

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

80%-100% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	550	795	0
White	470	645	0
Black / African American	0	110	0
Asian	0	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	75	45	0

Table 16 - Disproportionally Greater Need 80 - 100% AMI

Data 2016-2020 CHAS
Source:

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

Discussion

The housing assessment determined the housing problems for the 80% - 100% of area median income category for White populations was the highest at 85% with the Hispanic populations at 14%. The 50% - 80% of area median income category for White populations was 80% and for Black/African American populations it was 6%. The 30% - 50% of area median income category for White populations was 67% and for Hispanic populations it was 22%. The 0% - 30% of area median income category for White populations was 71%, for Hispanic populations it was 14%, and for Black/African American populations it was 9%.

Further review of the assessment figures indicated the 80% - 100% of area median income category had the smallest number of households with one or more of the four housing problems while the 50% - 80% of area median income category had the largest number of households. It is important to note that the 80% - 100% of area median income category was the only one where one population had no households with one or more of the four housing problems, which was the Black/African American population.

NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

A "disproportionately greater number of severe housing problems" is defined as when a member of a racial or ethnic group at an income level experiences housing problems at a rate greater than 10% of the income level as a whole. According to the 2019 - 2023 American Community Survey, the total population of the Town of Hilton Head Island is 37,805. The population composition is as follows: 29,299 (77.5%) White, 2,382 (6.3%) Black or African American, 340 (0.9%) Asian, 3,327 (8.8%) some other race, and 2,495 two or more races. The total Hispanic population of the Town of Hilton Head Island is comprised of 5,708, which is 15.1% of the total Town population. It should be noted in the American Community Survey data; Hispanic is considered an ethnicity and not a race. For example, the race of a person may be White and their ethnicity Hispanic, or their race may be Black/African American and their ethnicity Hispanic.

Severe housing problems indicate physical condition or lack of necessary living standards per household. The Comprehensive Housing Affordability Strategy (CHAS) data summarizes each minority group experiencing any of four severe housing problems, which include lack of complete kitchen facilities, lack of complete plumbing facilities, more than one person per room, and cost burden greater than 30%.

0%-30% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,010	470	0
White	755	255	0
Black / African American	80	60	0
Asian	0	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	165	55	0

Table 17 – Severe Housing Problems 0 - 30% AMI

Data Source: 2016-2020 CHAS

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

30%-50% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	840	930	0
White	635	490	0
Black / African American	30	215	0
Asian	0	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	170	190	0

Table 18 – Severe Housing Problems 30 - 50% AMI

Data 2016-2020 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

50%-80% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	550	1,815	0
White	410	1,375	0
Black / African American	25	225	0
Asian	0	20	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	114	140	0

Table 19 – Severe Housing Problems 50 - 80% AMI

Data 2016-2020 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	205	1,140	0
White	170	950	0
Black / African American	0	110	0
Asian	0	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	35	85	0

Table 20 – Severe Housing Problems 80 - 100% AMI

Data: 2016-2020 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

Discussion

The housing assessment determined the severe housing problems for the 30 - 50% of area median income category for White populations was the highest at 76% for all income level categories. There are no other population groups that met the 10% threshold in that income category.

The 0 - 30% of area median income category for White populations was 75%, for Hispanic populations was 16%, and for Black/African American populations was 8%.

The 50 - 80% of area median income category for White populations was 75% and for Black/African American populations was 4%.

The 80 - 100% area median income category for White populations was 83% and for Hispanic populations was 17%.

Further review of the assessment figures indicate the 80 - 100% of area median income category had the smallest number of households with one or more of the four severe housing problems. The 0 - 30% of area median income category had the largest number of households. It is important to note the 80 - 100% of area median income category was the only data set that included two populations (White and Hispanic) with percentages greater than 10% of the income level as a whole.

NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction:

A "disproportionately greater number of severe housing problems" is defined as when a member of a racial or ethnic group at an income level experiences housing problems at a rate greater than 10% of the income level as a whole. According to the 2019 - 2023 American Community Survey, the total population of the Town of Hilton Head Island is 37,805. The population composition is as follows: 29,299 (77.5%) White, 2,382 (6.3%) Black or African American, 340 (0.9%) Asian, 3,327 (8.8%) some other race, and 2,495 two or more races. The total Hispanic population of the Town of Hilton Head Island is comprised of 5,708, which is 15.1% of the total Town population. It should be noted in the American Community Survey data; Hispanic is considered an ethnicity and not a race. For example, the race of a person may be White and their ethnicity Hispanic, or their race may be Black/African American and their ethnicity Hispanic.

The disproportionately greater need of racial or ethnic groups is based on the level of cost burden defined as monthly housing costs exceeding 30% of monthly income. The data below is separated into groups paying under 30% of income for housing, between 30 - 50%, and over 50%. The column labeled "no/negative income (not computed)" represents households with no income or negative due to self-employment, dividends, and net income rental, these households cannot have an actual cost burden but may need housing assistance and therefore are counted separately.

Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	11,925	2,950	2,860	175
White	10,430	2,465	2,295	115
Black / African American	595	185	155	30
Asian	60	0	0	0
American Indian, Alaska Native	10	0	0	0
Pacific Islander	0	0	0	0
Hispanic	685	190	400	30

Table 21 – Greater Need: Housing Cost Burdens AMI

Data Source: 2016-2020 CHAS

Discussion:

Based on figures from the 2019 - 2023 American Community Survey, the Town of Hilton Head Island has a total of 17,504 households.

Based on analysis of the 2016 - 2020 CHAS data, 14% of households are paying between 30% and 50% of their income on housing costs, and 13% of households are paying more than 50% of their income on housing costs.

NA-30 Disproportionately Greater Need: Discussion – 91.205(b)(2)

Are there any income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?

The disproportionately greater need analysis does not necessarily reflect the number of households in need. The analysis does indicate whether a specific racial or ethnic group has a need which is disproportionately greater than all the households in that particular income group. A disproportionately greater need exists when the percentage of households in a category of need who are members of a particular racial or ethnic group is 10% higher than the percentage of households in the category as a whole.

The disparate impact analysis for housing problems determined White, Black/African American and Hispanic populations had percentages greater than 10% of the income level as a whole.

The housing assessment determined the housing problems for the 80 - 100% of area median income category for White populations was the highest at 85% and for Hispanic populations was 14%. The 50 - 80% of area median income category for White populations was 80%, for Black/African American populations was 6%, and for Hispanic populations was 11%. The 30 - 50% of area median income category for White populations was 67%, for Black/African American populations was 9%, and for Hispanic populations was 22%. The 0 - 30% of area median income category for White populations was 72%, for Black/African American populations was 9%, and for Hispanic populations was 14%.

Further review of the assessment figures indicate that the 80 - 100% of area median income category had the smallest number of households with one or more of the four housing problems, while the 50 - 80% of area median income category had the largest number of households. It is important to note the 80 - 100% of area median income category was the only data set that included two populations (White and Hispanic) with percentages greater than 10% of the income level as a whole.

The housing assessment determined the severe housing problems for the 30 - 50% of area median income category for White populations was the highest at 76% for all income level categories. There are no other population groups that met the 10% threshold in that income category.

The 0 - 30% of area median income category for White populations was 75%, for Hispanic populations was 16%, and for Black/African American populations was 8%. The 50 - 80% of area median income category for White populations was 75% and for Black/African American populations was 4%. The 80 - 100% area median income category for White populations was 83% and for Hispanic populations was 17%.

The 80 - 100% of area median income category had the smallest number of households with one or more of the four severe housing problems. The 0 - 30% of area median income category had the largest number of households. It is important to note the 80 - 100% of area median income category was the

only data set that included two populations (White and Hispanic) with percentages greater than 10% of the income level as a whole.

Based on figures from the 2019 - 2023 American Community Survey, the Town of Hilton Head Island has a total of 17,504 households. Based on analysis of the 2016 2020 CHAS data, 14% of households are paying between 30% and 50% of their income on housing costs, and 13% of households are paying more than 50% of their income on housing costs.

If they have needs not identified above, what are those needs?

Households experiencing disproportionately greater need may be faced with other needs such as safe affordable rentals located in areas which provide opportunity for employment and access to support services such as transportation, medical care, recreation, and child care.

Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?

In order to determine the location of minority groups, LMI areas were identified by Census tracts and blocks comprised of a minimum of 49.56% of LMI households. According to Census data, there are ten Census blocks within five Census tracts in the Town of Hilton Head Island with LMI percentages above 49.56%.

NA-35 Public Housing – 91.205(b)

Introduction

The Town of Hilton Head Island does not own or operate any public housing development or units. The Beaufort Housing Authority is the agency providing public housing to approximately 892 low-and-moderate income households in Beaufort County, South Carolina.

Totals in Use

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project-based	Tenant-based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	0	285	490	0	479	0	0	11

Table 22 - Public Housing by Program Type

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Data Source: PIC (PIH Information Center)

Characteristics of Residents

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project-based	Tenant-based	Veterans Affairs Supportive Housing	Family Unification Program	
Average Annual Income	0	0	17,137	14,892	0	15,000	0	0	
Average length of stay	0	0	4	4	0	4	0	0	
Average Household size	0	0	2	2	0	2	0	0	

	Program Type							
	Certificate	Mod-Rehab	Public Housing	Vouchers				
				Total	Project-based	Tenant-based	Special Purpose Voucher	
							Veterans Affairs Supportive Housing	Family Unification Program
# Homeless at admission	0	0	0	0	0	0	0	0
# of Elderly Program Participants (>62)	0	0	47	52	0	50	0	0
# of Disabled Families	0	0	34	81	0	74	0	0
# of Families requesting accessibility features	0	0	285	490	0	479	0	0
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	0	0	0	0	0	0

Table 23 – Characteristics of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Race of Residents

Race	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project-based	Tenant-based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	0	54	59	0	56	0	0	3
Black/African American	0	0	231	429	0	421	0	0	8
Asian	0	0	0	0	0	0	0	0	0

Program Type									
Race	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project-based	Tenant-based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
American Indian/Alaska Native	0	0	0	1	0	1	0	0	0
Pacific Islander	0	0	0	1	0	1	0	0	0
Other	0	0	0	0	0	0	0	0	0
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 24 – Race of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Ethnicity of Residents

Program Type									
Ethnicity	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project-based	Tenant-based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	0	16	10	0	10	0	0	0
Not Hispanic	0	0	269	480	0	469	0	0	11
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 25 – Ethnicity of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units:

The Town of Hilton Head Island does not own or operate any public housing development or units. The Beaufort Housing Authority is the agency providing public housing to approximately 892 low- and moderate-income households in Beaufort County, South Carolina. There are 291 public housing units and 550 House Choice Voucher units located throughout the county. In the Town of Hilton Head Island, the Beaufort Housing Authority operates 80 public housing units at the Sandalwood Terrace Apartments.

Currently, 279 of the 291 units are occupied (96%). The average number of people per household is three. Of these units, 169 of them have at least one child in the home. Three of the units are two-parent households, and 166 of the units are single-parent households. As an added note, 163 of the units have children living there with a female as the head of household.

The average annual household income is \$21,113. The average annual income per person is \$8,439.

The Beaufort Housing Authority public housing waiting list opened in March 2025 for three-bedroom units only. Prior to this last opening, nine months was the average waiting period.

The Housing Choice Voucher Program, commonly known as Section 8 housing, is subsidized by the Federal government and provides Federal assistance to families and individuals in the private rental market. The Beaufort Housing Authority is tenant-based, therefore eligible families receive assistance based on income for housing units meeting general program requirements. Tenants identify and choose their own units, and the landlord agrees to participate in the housing choice voucher program.

The Beaufort Housing Authority implemented a Veterans Affairs Supportive Housing (VASH) program. This program combines the Housing Choice Voucher Program (Section 8) rental assistance for homeless Veterans with case management and clinical services provided by the Department of Veteran Affairs (VA). This program allows the Beaufort Housing Authority to assist low-income housing challenged Veterans without placing them on a waiting list. Once a week, a representative from the VA works from the housing authority office to help house the Veteran as soon as possible.

The Beaufort Housing Authority provides resident councils at every public housing development they operate. There is also a Resident Advisory Board that is comprised of resident leaders from each development and Housing Choice Voucher (Section 8) representatives. The Housing Authority works with resident services at each of the public housing developments, and through this collaboration, promote programs and activities for residents. Some of the programs offered include: the Family Self-Sufficiency Program, which is a five-year homeownership education program, Sandalwood Terrace Resident Council, free budgeting classes, and community garden clubs.

Most immediate needs of residents of Public Housing and Housing Choice voucher holders

The ability to provide a suitable living environment to residents is linked to the ability to provide access to essential services. One of the most immediate needs of public housing and Section 8 residents that has been identified is access to community services, in particular services for the elderly and disabled. This includes supportive services for caregivers of disabled individuals. The services are available within the community, however access to these services is not readily available for low-income residents. An obstacle for access of these services includes the lack of knowledge of services available to residents.

Affordability is also a need for low-and-moderate income persons, including the elderly and disabled. Elderly residents may be on fixed incomes, and some disabled residents may be unable to work or receive minimal income. Housing and utility costs often require substantial deposit fees. Receiving assistance through public housing or the housing choice voucher program makes the cost of living more affordable, yet many families continue to struggle to make ends meet.

How do these needs compare to the housing needs of the population at large

Connecting residents of subsidized housing with supportive services is a challenge for public housing authorities throughout the nation. Many housing authorities or housing agencies struggle to deliver or provide access to services and face the challenge of limited funding to provide services for residents.

NA-40 Homeless Needs Assessment – 91.205(c)

Introduction:

The Lowcountry Continuum of Care, based in Charleston, South Carolina, is the continuum of care working to address the needs of the homeless in a seven-county region of the South Carolina lowcountry. Annual point-in-time counts are conducted in the Beaufort area. However, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data for the Town. Anecdotal evidence indicates there is a homeless population within the jurisdiction, however, no definite statistics are available on the total homeless population in the Town of Hilton Head Island.

The most current point-in-time count data available is from 2024. As reported on the 2024 HUD Continuum of Care Homeless Assistance Programs Homeless Populations and Subpopulations Report, the number of homeless counted in Beaufort County was 476 persons. Of the 476 persons counted in 2024, 191 were living sheltered and 285 were living unsheltered. There were 80 Veterans and 139 chronically homeless. In addition, the demographics included 218 Black/African American, 28 Hispanic, 201 White, 4 Asian, and 6 American Indian/Alaska Native, or Indigenous.

It is important to note, since the Town of Hilton Head Island does not have any homeless shelters, the figures reflected in the point in time count data pertain to the homeless persons counted in Beaufort County, South Carolina, and are not specific to the Town of Hilton Head Island.

Homeless Needs Assessment

Population	Estimate the # of persons experiencing homelessness on a given night		Estimate the # experiencing homelessness each year	Estimate the # becoming homeless each year	Estimate the # exiting homelessness each year	Estimate the # of days persons experience homelessness
	Sheltered	Unsheltered				
Persons in Households with Adult(s) and Child(ren)	0	0	0	0	0	0
Persons in Households with Only Children	0	0	0	0	0	0
Persons in Households with Only Adults	0	0	0	0	0	0

Population	Estimate the # of persons experiencing homelessness on a given night		Estimate the # experiencing homelessness each year	Estimate the # becoming homeless each year	Estimate the # exiting homelessness each year	Estimate the # of days persons experience homelessness
	Sheltered	Unsheltered				
Chronically Homeless Individuals	0	0	0	0	0	0
Chronically Homeless Families	0	0	0	0	0	0
Veterans	0	0	0	0	0	0
Unaccompanied Child	0	0	0	0	0	0
Persons with HIV	0	0	0	0	0	0

Table 26 - Homeless Needs Assessment

Data Source
Comments:

Indicate if the homeless population is: Has No Rural Homeless

If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth):

The Lowcountry Continuum of Care, based in Charleston, South Carolina, is the continuum of care working to address the needs of the homeless in a seven-county region of the South Carolina lowcountry. Annual point in time counts are conducted in the area, however, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data for the Town. Anecdotal evidence indicates there is a homeless population within the jurisdiction. However, no definite statistics are available on the total homeless population in the Town of Hilton Head Island.

Nature and Extent of Homelessness: (Optional)

Race:	Sheltered:	Unsheltered (optional)
White	0	0
Black or African American	0	0
Asian	0	0
American Indian or Alaska Native	0	0
Pacific Islander	0	0
Ethnicity:	Sheltered:	Unsheltered (optional)
Hispanic	0	0
Not Hispanic	0	0

Data Source

Comments:

Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.

The Lowcountry Continuum of Care, based in Charleston, South Carolina, is the continuum of care working to address the needs of the homeless in a seven-county region of the South Carolina lowcountry. Annual point in time counts are conducted in the area, however, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data for the Town. Anecdotal evidence indicates there is a homeless population within the jurisdiction. However, no definite statistics are available on the total homeless population in the Town of Hilton Head Island.

Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.

The Lowcountry Continuum of Care, based in Charleston, South Carolina, is the continuum of care working to address the needs of the homeless in a seven-county region of the South Carolina lowcountry. Annual point in time counts are conducted in the area, however, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data for the Town. Anecdotal evidence indicates there is a homeless population within the jurisdiction. However, no definite statistics are available on the total homeless population in the Town of Hilton Head Island.

Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.

The Lowcountry Continuum of Care, based in Charleston, South Carolina, is the continuum of care working to address the needs of the homeless in a seven-county region of the South Carolina lowcountry. Annual point in time counts are conducted in the area, however, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data for the Town. Anecdotal evidence indicates there is a homeless population within the jurisdiction. However, no definite statistics are available on the total homeless population in the Town of Hilton Head Island.

NA-45 Non-Homeless Special Needs Assessment - 91.205 (b,d)

Introduction:

This particular section will discuss the characteristics and needs of persons in various subpopulations who are not homeless but may require supportive services. The following people are included: the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with HIV/AIDS and their families, persons with alcohol or drug addiction, victims of domestic violence, and persons with a criminal record and their families.

Describe the characteristics of special needs populations in your community:

Based on the 2019 - 2023 American Community Survey estimates, the Town of Hilton Head Island elderly population, 65 years of age or more is 14,822, which is 39% of the total population. According to the American Community Survey estimates, 15.3% of the total population are individuals with a disability and 28.1% are 65 years and over with a disability. Data indicates 4.2% of persons 65 years and older have income that is below the poverty level.

According to the 2019 - 2023 American Community Survey data for economic characteristics, 10.1% of the total population of the Town of Hilton Head Island has no health insurance coverage and 6.2% of the total population had incomes in the past 12 months below the poverty level. To help address this issue, the Volunteers in Medicine organization was established in 1993 to understand and serve the health and wellness needs of the most medically underserved populations and their households living and working in the Town of Hilton Head Island. The Volunteers in Medicine Clinic is staffed with approximately 22 full-time equivalent employees and over 650 retired and professional volunteers. As a team, the clinic staff and volunteers see over 10,000 patients with over 28,000 patient visits annually. This clinic receives no government funding, and 93.4% of incoming funds from their supporters go directly to patient care.

What are the housing and supportive service needs of these populations and how are these needs determined?

The housing and supportive service needs of these populations may include lack of affordable housing and a lack of earning a living wage. Some elderly populations may have disability issues and fixed incomes which contributed to the inability to maintain homes. This in turn creates depreciating home values and property decline. Considering these situations, these populations may have difficulty meeting additional basic needs such as food, clothing, child care, and transportation and health care costs.

Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:

According to the December 31, 2023 SC Department of Public Health Annual Surveillance Report, there were fewer than 10 cases (8) of HIV/AIDS diagnosed in Beaufort County. That same report states that through December 31, 2024 there are 142 people living with HIV/AIDS in Beaufort County.

The Access Network was founded in 1987 in response to the growing HIV/AIDS epidemic to serve Beaufort, Colleton, Hampton, and Jasper counties. In the mid 1990's, the focus of the client services changed from addressing end of life issues to helping those affected by HIV/AIDS living with the disease. The Access Network offers assistance with long-term medical care, free confidential HIV testing and counseling, group and individual support programs, education and prevention, and nutrition programs.

If the PJ will establish a preference for a HOME TBRA activity for persons with a specific category of disabilities (e.g., persons with HIV/AIDS or chronic mental illness), describe their unmet need for housing and services needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2) (ii))

If the proposed preference was established, it could narrow the disparity in housing stability and access to services. Housing stability would help the population obtain stable housing that serves as a foundation for recovery and community integration. Also, it could enhance the facilitation of connecting the population to necessary mental health and supportive services. This would help to ensure that these individuals could receive the support needed to thrive, thereby reducing disparities in housing and services.

NA-50 Non-Housing Community Development Needs – 91.215 (f)

Describe the jurisdiction's need for Public Facilities:

Public facility needs in the Town of Hilton Head Island include but are not limited to parks and recreation facilities, neighborhood, community, education facilities, public facilities improvements, housing activities, community food pantry, and economic development initiatives. Community Development Block Grant funds may be used for such facilities when they are located in LMI areas of eligible populations, provide benefits to a LMI clientele, or qualify as an activity under the LMI housing national objective.

How were these needs determined?

Public facility needs were prioritized based on input obtained through a Needs Assessment public meeting held on May 22, 2025 by the Town of Hilton Head Island. A public notice was published in the local newspaper, The Island Packet, seven days prior to the public meeting. In addition to the published notice, public meeting notices were posted at the Town of Hilton Head Island Town Hall, on the Town website, and sent to Town of Hilton Head Island E-subscription service subscribers. Direct email invites including the Public Meeting Notice was sent to local organizations that assist LMI clientele seven days prior to the meeting.

Describe the jurisdiction's need for Public Improvements:

Public improvement needs in the Town of Hilton Head Island include but are not limited to street improvements, which may include sidewalks and pathways, curbs, gutters, signage, tree plantings, lighting, and landscaping, paving dirt roads, drainage improvements, sanitary sewer installations or improvements, community center and expansion of education and/or recreation facilities. CDBG funds may be used for such improvements when they are located in LMI areas of eligible populations, provide benefits to a LMI clientele, or qualify as an activity under the LMI housing national objective.

How were these needs determined?

Public improvement needs were determined through comments received during the Needs Assessment public meeting held on May 22, 2025 by the Town of Hilton Head Island and feedback received during the 30-day comment period.

Describe the jurisdiction's need for Public Services:

Public service needs in the Town of Hilton Head Island include, but are not limited to, access to health care, affordable childcare, academic intervention programs, education for high-risk children, job training and public safety.

How were these needs determined?

Public service needs were determined by the feedback received during the 30-day comment period of the Needs Assessment Public Meeting, which was held on May 22, 2025 by the Town of Hilton Head Island. Needs were based on participant input.

Housing Market Analysis

MA-05 Overview

Housing Market Analysis Overview:

Housing opportunities can be limited by household income and purchasing ability, and the lack of affordable housing options may result in a significant hardship for low-income households, preventing other basic needs from being met. Low-income residents often have fewer financial resources available to them for making monthly rent or mortgage payments. Low-income residents who do purchase homes must keep a significant amount of funds available for taxes, insurance, property owners' association fees, and home maintenance and repairs. Since home ownership requires substantial investment for many residents, LMI households tend to rent homes as opposed to purchasing one. Most residential property leases call for less responsibility and less investment from the home occupant than if they were to purchase a home. According to the 2019 - 2023 American Community Survey, of the 17,504 occupied housing units in the Town of Hilton Head Island, 79.3% are owner occupied and the other 20.7% of housing units are occupied by renters.

The types and functions of housing units in the Town of Hilton Head Island is important in order to understand the unique nature of housing development in the Town. There are various forms or types of housing units on the island, including detached single-family homes and attached duplexes, multi-family structures, and mobile homes. There are also various types of housing in terms of function, including traditional apartment complexes, condominiums, both long and short-term rentals, seasonal homes, and timeshares, also known as interval occupancy units.

The U.S. Census Bureau data shows that the number of mobile homes more than doubled between 1990 and 2010, increasing from 419 to 974. However, this structure type decreased between 2010 and 2015 by 116 units. In 1990, the information indicates there were 601 fewer multi-family units than there were single-family units. The trend continued as the gap increased in 2000, with 4,506 fewer multi-family units than single-family units. In 2010, the gap continued, however, it narrowed to 2,693 fewer multi-family units than single-family units, and in 2015, the gap increased to 3,041 fewer multi-family units than single-family units. Overall, this indicates a declining trend in the development of multi-family units on the island.

Due to the unique character of Hilton Head Island as a resort destination, there are a significant number of housing units used on a seasonal basis. In 2007, Town staff gathered data that indicated there were 3,537 interval occupancy units within the Town of Hilton Head Island. It is important to note, during the building permit process interval occupancy developments are categorized as multi-family structures.

MA-10 Number of Housing Units – 91.210(a)&(b)(2)

Introduction

The following section describes the number, type, tenure and size of housing in the Town of Hilton Head Island.

According to the 2016 - 2020 American Community Survey data, the Town of Hilton Head Island housing stock is comprised of 34,665 housing units. Of these units, 48% (16,590) are one unit detached structures, 42% (14,340) are multi-unit structures and 3% (1,195) are categorized as mobile home, boat, RV, van, etc. The majority of residential multi-units, 7,885 or 23% are in the 20 or more units category. This is likely due to the significant number of interval occupancy units located within the Town of Hilton Head Island.

All residential properties by number of units

Property Type	Number	%
1-unit detached structure	16,590	48%
1-unit, attached structure	2,540	7%
2-4 units	1,710	5%
5-19 units	4,745	14%
20 or more units	7,885	23%
Mobile Home, boat, RV, van, etc	1,195	3%
Total	34,665	100%

Table 27 – Residential Properties by Unit Number

Data Source: 2016-2020 ACS

Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	25	0%	295	8%
1 bedroom	205	1%	720	20%
2 bedrooms	2,605	18%	1,310	37%
3 or more bedrooms	11,525	80%	1,225	35%
Total	14,360	99%	3,550	100%

Table 28 – Unit Size by Tenure

Data Source: 2016-2020 ACS

Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.

The Town of Hilton Head Island does not own or operate any public housing developments or units.

The Beaufort Housing Authority is the agency providing public housing to approximately 892 low-and-moderate income households in Beaufort County, South Carolina. There are 291 public housing units and 550 House Choice Voucher units located throughout the county. In the Town of Hilton Head Island, the Beaufort Housing Authority operates 80 public housing units at the Sandalwood Terrace Apartments.

Currently, 279 of the 291 units are occupied (96%). The average number of people per household is three. Of these units, 169 of them have at least one child in the home. Three of the units are two-parent households, 166 of the units are single-parent households. As an added note, 163 of the units have children living there with a female as the head of household.

The Housing Choice Voucher Program, commonly known as Section 8 housing, is subsidized by the Federal government and provides Federal assistance to families and individuals in the private rental market. The Beaufort Housing Authority is tenant-based, therefore eligible families receive assistance based on income for housing units meeting general program requirements. Tenants identify and choose their own units, and the landlord agrees to participate in the housing choice voucher program.

Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.

The Town of Hilton Head Island and the Beaufort Housing Authority do not expect to lose any affordable housing units from the inventory during this Consolidated Plan period.

Does the availability of housing units meet the needs of the population?

Assessing existing and future housing demand can be difficult. Demand can include the unmet demand of the existing population, the changing needs of the existing population, and the needs of future residents. Census data was used to assess the ability of current housing stock to meet the needs of the population. The assessment indicates the existing housing stock does not fully meet the needs of the existing population, showing 51.6% of renters expending more than 30% of monthly income on housing costs. HUD considers a housing unit affordable if the occupant expends no more than 30% of its income on housing costs. If the household spends more than 30% of its income on housing costs, the household is considered cost-burdened. Cost-burdened households have fewer financial resources to meet other basic needs, such as food, clothing, transportation, medical costs, child care costs and fewer resources to properly maintain a housing structure. These households are at greater risk for foreclosure or eviction.

Describe the need for specific types of housing:

Anecdotal evidence indicates households in the market for moderate to high-priced rentals or owner-occupied homes, have a variety of housing options. Renters who may be disabled, elderly with fixed incomes or those earning low incomes, are likely to find more limited housing options. According to the 2019 - 2023 American Community Survey, five-year estimates indicate 51.6% of renters expend more than 30% of monthly income on housing costs.

MA-15 Housing Market Analysis: Cost of Housing - 91.210(a)

Introduction

Based on data from the 2000 Census (Base Year) and the 2016 - 2020 American Community Survey, the following tables reflect the cost of owner and renter-occupied housing in the Town of Hilton Head Island. There may have been significant changes in housing prices in recent years, which may not be fully captured in this data.

Cost of Housing

	Base Year: 2009	Most Recent Year: 2020	% Change
Median Home Value	434,900	488,000	12%
Median Contract Rent	899	1,205	34%

Table 29 – Cost of Housing

Data Source: 2000 Census (Base Year), 2016-2020 ACS (Most Recent Year)

Rent Paid	Number	%
Less than \$500	430	12.1%
\$500-999	850	24.0%
\$1,000-1,499	1,285	36.2%
\$1,500-1,999	405	11.4%
\$2,000 or more	585	16.5%
Total	3,555	100.2%

Table 30 - Rent Paid

Data Source: 2016-2020 ACS

Housing Affordability

Number of Units affordable to Households earning	Renter	Owner
30% HAMFI	170	No Data
50% HAMFI	580	555
80% HAMFI	2,005	1,375
100% HAMFI	No Data	2,065
Total	2,755	3,995

Table 31 – Housing Affordability

Data Source: 2016-2020 CHAS

Monthly Rent

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	0	0	0	0	0
High HOME Rent	0	0	0	0	0
Low HOME Rent	0	0	0	0	0

Table 32 – Monthly Rent

Data Source Comments:

Is there sufficient housing for households at all income levels?

According to the 2019 - 2023 American Community Survey data, of the 17,504 occupied housing units in the Town of Hilton Head Island, 79.3% are owner-occupied and 20.7% are occupied by renters. The same data set indicates there are 12,771 vacant housing units of which the homeowner vacancy rate is 1.5% and the rental vacancy rate is 45.5%. The median home value is \$652,100, and the median rent is \$1,518.

While data indicates a sufficient number of vacant units, the types and functions of housing units in the Town of Hilton Head Island is important to understand. There are various forms of housing units within the Town, including detached single-family homes, attached duplexes, multi-family structures, and mobile homes. There are also various types of housing in terms of function, including traditional apartment complexes, condominiums, both long and short-term rentals, seasonal homes, and timeshares, also known as interval occupancy units.

Due to the unique character of Hilton Head Island as a resort destination, there are a significant number of housing units used on a seasonal basis. Based on 2007 data gathered by Town staff, there were 3,537 interval occupancy units within the Town of Hilton Head Island. It is important to note, during the building permit process, interval occupancy developments are categorized as multi-family structures.

According to the 2019 - 2023 American Community Survey data, the Town of Hilton Head Island housing stock is comprised of 30,265 units, of which 47.3% (14,315) are one unit detached structures, 6% (1,815) are one unit attached structures, 41.7% (12,620) are located in multi-unit structures, and 5% (1,513) units are categorized as mobile home, boat, RV, van, etc. It should be noted that there are 6,234 housing units in multi-unit structures with 20 or more units. This is likely due to the significant number of interval occupancy units located within the Town of Hilton Head Island. Based on this information, households in the market for moderate to high priced rental units or owner-occupied homes have a variety of housing options. Renters who may be disabled, elderly with fixed incomes, or those earning low incomes are likely to find more limited housing options.

How is affordability of housing likely to change considering changes to home values and/or rents?

Based on comparison data from the real estate website RealtyTrac, there are 25 residential homes in foreclosure. According to Realtor.com, there are 567 residential homes for sale and 981 residential homes recently sold with a median transaction price of \$797,000.

According to Redfin, in April 2025, Hilton Head Island home prices were up 12.3% compared to last year, selling for a median price of \$783K. On average, homes in Hilton Head Island sell after 42 days on the market compared to 37 days last year. There were 164 homes sold in April this year, down from 178 last year.

Based on the information from a variety of sources, it is anticipated that affordability will remain at the current level.

How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?

Beaufort County (\$1,822) has a 58.4% higher FMR for 2-Bedroom housing than the average of South Carolina (\$1,150) and therefore a higher gross rent. Also, Beaufort County is ranked 2nd out of 46 counties. This means the FMRs, or in other words, the gross rent is higher than 44 other counties. Beaufort County is the 2nd most expensive county in terms of FMRs.

In 2025, the Median Rent in Beaufort County is as follows: Studio (\$1,736), one-bedroom (\$1,804), two-bedroom (\$1,997), three-bedroom (\$2,406), and four-bedroom (\$3,073). The Fair Market Rent in Beaufort County in 2025 is as follows: Studio (\$1,584), one-bedroom (\$1,646), two-bedroom (\$1,822), three-bedroom (\$2,195), and four-bedroom (\$2,803).

This appears to indicate more affordable housing may be needed for all types of units at this time.

MA-20 Housing Market Analysis: Condition of Housing – 91.210(a)

Introduction

The majority of housing units in the Town of Hilton Head Island were built between 1980 and 1999. As the units age, they become more likely to need repairs. Conditions of units may be associated with lack of complete kitchen or plumbing facilities, more than one person per room, or having a cost burden greater than 30% of the household income. According to the Condition of Units chart below, 28% of owner-occupied units and 55% of renter-occupied units have at least one of the selected conditions.

Describe the jurisdiction's definition of "standard condition" and "substandard condition but suitable for rehabilitation":

Standard condition may be defined as housing which meets all local building, fire, health and safety codes, and HUD's minimum Housing Quality Standards. Substandard condition may be defined as housing that does not meet local building, fire, health and safety codes, or HUD's minimum Housing Quality Standards.

Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	3,980	28%	1,940	55%
With two selected Conditions	40	0%	130	4%
With three selected Conditions	10	0%	0	0%
With four selected Conditions	0	0%	0	0%
No selected Conditions	10,330	72%	1,480	42%
Total	14,360	100%	3,550	101%

Table 33 - Condition of Units

Data Source: 2016-2020 ACS

Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	3,400	24%	460	13%
1980-1999	8,170	57%	1,830	52%
1950-1979	2,705	19%	1,200	34%
Before 1950	80	1%	65	2%
Total	14,355	101%	3,555	101%

Table 34 – Year Unit Built

Data Source: 2016-2020 CHAS

Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	2,785	19%	1,265	36%
Housing Units build before 1980 with children present	804	6%	489	14%

Table 35 – Risk of Lead-Based Paint

Data Source: 2016-2020 ACS (Total Units) 2016-2020 CHAS (Units with Children present)

Vacant Units

	Suitable for Rehabilitation	Not Suitable for Rehabilitation	Total
Vacant Units	0	0	0
Abandoned Vacant Units	0	0	0
REO Properties	0	0	0
Abandoned REO Properties	0	0	0

Table 36 - Vacant Units

Data Source: 2005-2009 CHAS

Need for Owner and Rental Rehabilitation

The age of housing stock in the Town of Hilton Head Island will continue to have a significant impact on general housing conditions. While only 4,050 units were built before 1980, as housing ages, maintenance costs rise. This can present a significant cost for LMI households. Also, this poses a threat to LMI tenants who may not be able to maintain close communication with landlords or property managers when repairs are needed.

Estimated Number of Housing Units Occupied by Low or Moderate Income Families with LBP Hazards

Exposure to lead-based paint represents a substantial environmental threat, and housing conditions may significantly affect public health. HUD regulations regarding lead-based paint apply to all federally assisted housing. The main source of lead exposure comes from lead-contaminated dust found in deteriorating buildings. Many residential properties built before 1978 contain lead-based paint. Unfortunately, measuring the exact number of housing units with lead-based paint hazards is difficult. Lead is a highly toxic metal which may cause a range of health problems for adults and especially children.

Low-income households earning 0-50% of Median Family Income are usually the least able to afford well-maintained housing. Therefore, they are often at greater risk of lead poisoning. According to the 2016 - 2020 American Community Survey data, there are 2,785 (19%) owner-occupied housing units and

1,265 (36%) renter-occupied housing units built before 1980. There are 804 (6%) owner-occupied households and 489 renter-occupied households with children present built before 1980. These households may be at risk of lead hazard problems

MA-25 Public and Assisted Housing – 91.210(b)

Introduction

The Town of Hilton Head Island does not own or operate any public housing development or units. The Beaufort Housing Authority is the agency providing public housing to approximately 892 low-and-moderate income households in Beaufort County, South Carolina. There are 291 public housing units and 550 House Choice Voucher units located throughout the county. In the Town of Hilton Head Island, the Beaufort Housing Authority operates 80 public housing units at the Sandalwood Terrace Apartments.

Currently, 279 of the 291 units are occupied (96%).

Totals Number of Units

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers available			295	562			0	0	211
# of accessible units									
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 37 – Total Number of Units by Program Type

Data Source: PIC (PIH Information Center)

Describe the supply of public housing developments:

Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:

The Town of Hilton Head Island does not own or operate any public housing development or units. The Beaufort Housing Authority is the agency providing public housing to approximately 892 low-and-moderate income households in Beaufort County, South Carolina. There are 291 public housing units and 550 House Choice Voucher units located throughout the county. In the Town of Hilton Head Island, the Beaufort Housing Authority operates 80 public housing units at the Sandalwood Terrace Apartments.

Currently, 279 of the 291 units are occupied (96%).

The Housing Choice Voucher Program, commonly known as Section 8 housing, is subsidized by the Federal government and provides Federal assistance to families and individuals in the private rental market. The Beaufort Housing Authority is tenant-based, therefore eligible families receive assistance based on income for housing units meeting general program requirements. Tenants identify and choose their own units and the landlord agrees to participate in the housing choice voucher program.

Housing activity needs in the Town of Hilton Head Island may include, but are not limited to, affordable and workforce housing initiatives encompassing owner-occupied or renter-occupied housing activities which meet the LMI housing national objective(s).

Public services needs in the Town of Hilton Head Island include, but are not limited to, access to health care, affordable childcare, academic intervention programs, education for high-risk children, job training and public safety. Community Development Block Grant funds may be used for such services when benefits are provided to a LMI clientele meeting the 51% or greater maximum threshold.

Describe the restoration and revitalization needs of public housing units in the jurisdiction:

The Town of Hilton Head Island does not own or operate any public housing development or units.

Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing:

The Town of Hilton Head Island does not own or operate any public housing development or units.

MA-30 Homeless Facilities and Services – 91.210(c)

Introduction

The Lowcountry Continuum of Care, based in Charleston, South Carolina, is the continuum of care working to address the needs of the homeless in a seven-county region of the South Carolina lowcountry. Annual point-in-time counts are conducted in the Beaufort area. However, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data for the Town. Anecdotal evidence indicates there is a homeless population within the jurisdiction, however, no definite statistics are available on the total homeless population in the Town of Hilton Head Island.

The most current point-in-time count data available is from 2024. As reported on the 2024 HUD Continuum of Care Homeless Assistance Programs Homeless Populations and Subpopulations Report, the number of homeless counted in Beaufort County was 476 persons. Of the 476 persons counted in 2024, 191 were living sheltered and 285 were living unsheltered. There were 80 Veterans and 139 chronically homeless. In addition, the demographics included 218 Black/African American, 28 Hispanic, 201 White, 4 Asian, and 6 American Indian/Alaska Native, or Indigenous.

It is important to note, since the Town of Hilton Head Island does not have any homeless shelters, the figures reflected in the point in time count data pertain to the homeless persons counted in Beaufort County, South Carolina, and are not specific to the Town of Hilton Head Island.

Facilities and Housing Targeted to Homeless Households

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	0	0	0	0	0
Households with Only Adults	0	0	0	0	0
Chronically Homeless Households	0	0	0	0	0
Veterans	0	0	0	0	0
Unaccompanied Youth	0	0	0	0	0

Table 38 - Facilities and Housing Targeted to Homeless Households

Data Source

Comments:

Describe mainstream services, such as health, mental health, and employment services to the extent those services are used to complement services targeted to homeless persons

Mainstream services are handled through organizations which provide services to those experiencing homelessness. The Beaufort County Human Services Alliance collaborates with area agencies to promote and sustain activities that improve the quality of life for all Beaufort County residents. Various agency resources are pooled together to address community needs in the areas of economy, education, poverty, health, and the environment.

List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.

There are no homeless shelters located within the Town of Hilton Head Island. Family Promise of Beaufort County is a non-profit organization located in Bluffton, South Carolina, adjacent to the Town of Hilton Head Island, which provides assistance to homeless families. Family Promise partners with host churches throughout Beaufort County, where families sleep for a one-week period then move to the next host church. Support churches provide food to the families. Churches provide overnight chaperones. Children attend school during the day, and the parents attend educational classes at the Family Promise Center located in Bluffton. The education component of the program consists of a variety of classes, some which include resume writing and budgeting. Upon program completion, participants must have a place to live, a job, and transportation. The case workers at Family Promise follow-up with program graduates for 12-18 months after completing the program.

MA-35 Special Needs Facilities and Services – 91.210(d)

Introduction

The Town of Hilton Head Island does not own or operate any special needs facilities. As a member of the Beaufort County Human Services Alliance, the Town encourages collaboration with area agencies to promote and sustain activities which improve the quality of life for Beaufort County residents, including in the Town of Hilton Head Island.

Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs

The Town of Hilton Head Island does not own or operate any special needs facilities. As a member of the Beaufort County Human Services Alliance, the Town encourages collaboration with area agencies to promote and sustain activities which improve the quality of life for Beaufort County residents, including in the Town of Hilton Head Island.

Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing

The Town of Hilton Head Island does not own or operate any special needs facilities. As a member of the Beaufort County Human Services Alliance, the Town encourages collaboration with area agencies to promote and sustain activities which improve the quality of life for Beaufort County residents, including in the Town of Hilton Head Island.

Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)

The Town of Hilton Head Island does not own or operate any special needs facilities. As a member of the Beaufort County Human Services Alliance, the Town encourages collaboration with area agencies to promote and sustain activities which improve the quality of life for Beaufort County residents, including in the Town of Hilton Head Island.

For entitlement/consortia grantees: Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. (91.220(2))

The Town of Hilton Head Island does not own or operate any special needs facilities. As a member of the Beaufort County Human Services Alliance, the Town encourages collaboration with area agencies to promote and sustain activities which improve the quality of life for Beaufort County residents, including in the Town of Hilton Head Island.

MA-40 Barriers to Affordable Housing – 91.210(e)

Negative Effects of Public Policies on Affordable Housing and Residential Investment

A variety of barriers exist which make increasing affordable housing stock in the Town of Hilton Head Island difficult. The following list highlights some affordable housing issues; however, this list should not be considered exhaustive. Many other circumstances may occur which prevent the market from providing affordable housing.

- Land costs are a limiting factor in the construction of affordable housing units.
- Land supply is a finite resource as the Town approaches build-out.
- Construction costs continue to increase.
- Much of the housing and land available located in the Town of Hilton Head Island is subject to floodplain insurance requirements in addition to other insurance requirements, such as wind and hail.
- Marketability and potential profit is a factor for developers because of the challenges faced with construction in a coastal area.
- The “NIMBY” syndrome, “Not in My Backyard”, is a common sentiment toward affordable housing.

MA-45 Non-Housing Community Development Assets – 91.215 (f)

Introduction

This section identifies economic sectors in the Town of Hilton Head Island where job opportunities exist and identifies employment sector positions. According to the 2019 - 2023 American Community Survey data, the unemployment rate was 2.5%. The 2016 - 2020 American Community Survey data shows the unemployment rate as 3.26%, which is below the national average of 3.9%.

Economic Development Market Analysis

Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	41	56	0	0	0
Arts, Entertainment, Accommodations	3,905	7,485	30	35	5
Construction	724	945	6	4	-2
Education and Health Care Services	1,769	3,082	14	14	0
Finance, Insurance, and Real Estate	1,172	2,181	9	10	1
Information	188	278	1	1	0
Manufacturing	298	265	2	1	-1
Other Services	695	1,213	5	6	1
Professional, Scientific, Management Services	1,342	2,353	10	11	1
Public Administration	0	0	0	0	0
Retail Trade	2,164	3,097	17	14	-3
Transportation and Warehousing	279	229	2	1	-1
Wholesale Trade	318	213	2	1	-1
Total	12,895	21,397	--	--	--

Table 39 - Business Activity

Data 2016-2020 ACS (Workers), 2020 Longitudinal Employer-Household Dynamics (Jobs)
Source:

Labor Force

Total Population in the Civilian Labor Force	18,100
Civilian Employed Population 16 years and over	17,505
Unemployment Rate	3.26
Unemployment Rate for Ages 16-24	12.50
Unemployment Rate for Ages 25-65	2.41

Table 40 - Labor Force

Data Source: 2016-2020 ACS

Occupations by Sector	Number of People
Management, business and financial	5,285
Farming, fisheries and forestry occupations	615
Service	1,535
Sales and office	4,065
Construction, extraction, maintenance and repair	1,185
Production, transportation and material moving	660

Table 41 – Occupations by Sector

Data Source: 2016-2020 ACS

Travel Time

Travel Time	Number	Percentage
< 30 Minutes	12,343	80%
30-59 Minutes	2,476	16%
60 or More Minutes	572	4%
Total	15,391	100%

Table 42 - Travel Time

Data Source: 2016-2020 ACS

Education:

Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	935	30	880

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
High school graduate (includes equivalency)	3,090	90	1,100
Some college or Associate's degree	3,275	60	810
Bachelor's degree or higher	6,170	275	1,905

Table 43 - Educational Attainment by Employment Status

Data Source: 2016-2020 ACS

Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	0	50	165	440	80
9th to 12th grade, no diploma	250	380	300	510	275
High school graduate, GED, or alternative	570	1,480	800	2,000	1,460
Some college, no degree	480	645	480	1,795	2,305
Associate's degree	4	155	175	900	980
Bachelor's degree	180	1,020	740	3,850	4,750
Graduate or professional degree	0	170	405	2,185	4,890

Table 44 - Educational Attainment by Age

Data Source: 2016-2020 ACS

Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	25,920
High school graduate (includes equivalency)	33,807
Some college or Associate's degree	37,282
Bachelor's degree	51,621
Graduate or professional degree	56,154

Table 45 – Median Earnings in the Past 12 Months

Data Source: 2016-2020 ACS

Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

The largest percentage of the Town of Hilton Head Island's labor force is employed in the Arts, Entertainment, Accommodations sector, which consists of 30% of the labor force. The next largest

percentage of the labor force is employed in the Retail Trade sector, which consists of 17% followed by the Education and Health Care Services sector consisting of 14% of the labor force.

Describe the workforce and infrastructure needs of the business community:

The Town of Hilton Head Island's workforce continues to depend on a large pool of residents possessing higher levels of education. Around 40% of the labor force holds positions in management, business, financial, service, sales and office sectors which may necessitate some secondary education. Workforce needs encompassing each sector may include, but are not limited to, well-educated, motivated, healthy, and skilled employees. Infrastructure needs may include, but are not limited to, access to a reliable transportation system including streets, pathways, access to water and sewer services, recreational facilities, and internet services.

Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.

The Town of Hilton Head Island strives to foster continued economic development. This can be accomplished by efficient management and leveraging of resources. In 2019, the Town engaged a consultant to create a workforce housing strategic plan. The plan indicated that a lack of workforce housing within the Town is an impediment to recruiting and retaining both private and public sector employees. The plan outlined strategies the Town may wish to integrate into future goals and policies.

In 2022, Town Council adopted the Workforce Housing Framework that authorizes the Town to take the necessary steps to develop, implement and carry out strategies and tactics identified within the Framework document. The Framework is supported by four foundational pillars: Community, Planning, Management and Revenue. Each of the four pillars have specific goals, strategies and critical first steps to accomplish the mission of the Framework.

Town staff continues to work with Town Council on addressing workforce housing strategies to support workforce development.

How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?

Forty-six percent of the civilian labor force in the Town of Hilton Head Island possesses a bachelor's degree or higher level of educational attainment. This corresponds with the Occupation by Sector table indicating the Management, business and financial sector and Sales and Office sector reflecting the highest number of employees, comprising 40% of the labor force. It can be presumed these two sectors have a higher percentage of employees with secondary educations.

Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?

Yes

If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.

The Town of Hilton Head Island participates in the Comprehensive Economic Development Strategy (CEDS) through its 2020 to 2040 Comprehensive Plan, which includes goals, strategies, and tactics for future planning and policy decisions. The Vision focuses on the revitalization and modernization of the Town's economy and infrastructure while building an inclusive and diverse community. A cross section of the environment, society, and the economy defines sustainability for the Plan, where a community balanced in these three things has viable economic development, a resilient built environment, and equitable social conditions.

MA-50 Needs and Market Analysis Discussion

Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")

After analysis of data in the HUD Office of Community Planning and Development (CPD) maps software program it was established Census Tract 108 contains the highest percentage of households with one of the four severe housing problems at 35% compared with the other two LMI Census tracts. The severe housing problem category includes housing cost burden greater than 30%, housing cost burden greater than 50%, overcrowding or substandard housing.

Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")

To determine the location of minority groups, LMI areas were identified by Census tracts and blocks comprised of a minimum of 49.56% of LMI households. According to Census data, there are ten Census blocks within five Census tracts in the Town Hilton Head Island with LMI percentages above 49.56%.

Two of the three Census tracts (105 and 108) of minority concentration have populations of racial or ethnic groups at least 10% greater than the Town as a whole. Census Tract 110 has one racial group greater than 10% of the Town as a whole and one ethnic group that is three percent greater than the Town as a whole. Census Tracts 111 and 113 have a minority concentration less than 10% of the Town as a whole. The highest concentration and number of Hispanic households and Black or African American households is in Census Tract 108.

What are the characteristics of the market in these areas/neighborhoods?

Areas with concentrations of housing problems and low-income populations may be referred to as distressed areas or neighborhoods. Distressed neighborhoods typically have older housing stock, higher rates of vacancy, and lower quality of life in addition to segments of minorities and low-income households. Property values may tend to be lower in these areas than the surrounding areas.

Are there any community assets in these areas/neighborhoods?

Census Tracts 105, 108, 110 and 113 have a variety of Town of Hilton Head Island-owned parks, public and private recreation and education facilities and religious institutions available to residents of the Town of Hilton Head Island. Census Tract 105 contains the Hilton Head Island public school campus including elementary, middle and high schools, which are accessible to children residing in the Town of Hilton Head Island.

Are there other strategic opportunities in any of these areas?

The Town of Hilton Head Island has identified areas with the highest concentration of low-income households for CDBG funding. Anticipated use of CDBG funds includes but is not limited to street improvements which may include sidewalks or pathways, curbs, gutters, signage, tree plantings, lighting, landscaping, and paving dirt roads, drainage improvements, sanitary sewer installations or improvements, and expansion of education and/or recreation facilities.

MA-60 Broadband Needs of Housing occupied by Low- and Moderate-Income Households - 91.210(a)(4), 91.310(a)(2)

Describe the need for broadband wiring and connections for households, including low- and moderate-income households and neighborhoods.

In 2014, the Town of Hilton Head Island participated in the Connected Community Engagement Program with Connect South Carolina, which resulted in the Hilton Head Island Technology Action Plan. In an analysis of connected assessment, the Town achieved a score of 114 points out of 120 for overall broadband and technology readiness. In this 2014 plan, it noted the Town's overall broadband availability is generally consistent with the state average of 98.06%.

The plan's assessment criteria indicated 100% of households have access to broadband speeds of 3 megabits of data per second (Mbps) or greater and 97% of households have access to broadband speeds of 50 Mbps. The plan also indicated 100% of residents have access to mobile broadband service. A total of seven broadband providers were identified within the Town, which are: Hargray Communications, Spectrum Cable, AT&T, Cricket Communications, Inc., Sprint, T-Mobile, and Verizon Wireless.

According to Hargray Communications, there are approximately 5,000 to 7,000 homes and businesses within the Town of Hilton Head Island connected to broadband via fiber service. There is no cost to connect a home or business to the fiber network, and therefore, there is no connection discount program for LMI neighborhoods.

Describe the need for increased competition by having more than one broadband Internet service provider serve the jurisdiction.

According to the 2014 Hilton Head Island Technology Action Plan, there are seven broadband internet providers available to residents of the Town of Hilton Head Island. Currently, Broadband and Now website lists nine broadband internet providers available to residents of the Town of Hilton Head Island.

Statistics listed on the Broadband and Now website have indicated approximately 92% of Hilton Head Island residents are being serviced by multiple wired service providers. This level of competition allows Town of Hilton Head Island residents to select broadband internet service that best aligns with their needs.

MA-65 Hazard Mitigation - 91.210(a)(5), 91.310(a)(3)

Describe the jurisdiction's increased natural hazard risks associated with climate change.

The Town of Hilton Head Island is a participating jurisdiction in the 2020 Lowcountry Natural Hazard Mitigation Plan, which was approved by the U.S. Department of Homeland Security - Federal Emergency Management Agency (FEMA) - on June 28, 2021. The plan is approved for a period of five years effective until June 27, 2026.

The plan "is the representation of the jurisdiction's commitment to reduce the risks from natural hazards, serving as a guide for decision makers as they commit resources to reducing the effects of natural hazards." Moreover, it must meet the requirements of Title 44 Code of Federal Regulations (CFR) §201.6 for FEMA approval and eligibility to apply FEMA Hazard Mitigation Assistance grant programs.

The 2020 Lowcountry Natural Hazard Mitigation Plan is an update of the 2015 Beaufort County Hazard Mitigation Plan and the 2015 Lowcountry Natural Hazard Mitigation Plan which includes Colleton, Hampton, and Jasper Counties. The result is the first fully multi-jurisdictional plan for all the counties in the Lowcountry region, including Beaufort, Colleton, Hampton, and Jasper. The plan provides a profile of the most common natural hazards in the region, including historic locations and past occurrence data, probability of future occurrence, and loss information. The plan also includes social vulnerability indicators for identifying populations at greatest risk from the effects of natural hazards. Finally, the plan identifies the mitigation actions to save lives and to prevent major property damage and other losses caused by natural disasters in the Lowcountry region. The plan was prepared by the Lowcountry Council of Governments (LCOG).

Describe the vulnerability to these risks of housing occupied by low- and moderate-income households based on an analysis of data, findings, and methods.

Population growth and projections indicate development patterns that could influence the effects of hazards, increasing the demand for services in case of emergency. The trend indicates an increase of vulnerable populations including elderly, low income, and Hispanics (language proficiency). New technology leads to the need for innovative emergency services and critical facilities. These conditions have continued since the 2015 plans.

The Beaufort County Multi-jurisdictional Hazard Mitigation Plan 2015 Update states, "According to SC Emergency Management Division (EMD), Beaufort County has a wide range of social vulnerability, with most tracts exhibiting moderate levels." Considering the unique characteristic of the entire jurisdiction of the Town of Hilton Head Island being a barrier island off the coast of South Carolina, flood-prone areas are not limited to the LMI Census tracts but appear to be widespread throughout the Town. The vulnerability analysis concluded flooding and flood damages pose the greatest risk to all households on Hilton Head Island, not solely LMI Census tracts.

Strategic Plan

SP-05 Overview

Strategic Plan Overview

The Strategic Plan outlined in the following section provides a guide for the Town of Hilton Head Island's allocation of CDBG Program funding for the 2025 - 2029 planning period. The goals focus on priority needs and target available resources designed to meet those needs. The needs include public improvements and facilities, public services, and economic development. The primary emphasis of the goals is the continuance of maintaining and improving the quality of life of LMI residents. Projects selected for CDBG funding in this five-year period will be managed efficiently and in compliance with all program requirements.

SP-10 Geographic Priorities – 91.215 (a)(1)

Geographic Area

Table 46 - Geographic Priority Areas

1	Area Name:	Census Tract 105
	Area Type:	Local Target area
	Other Target Area Description:	
	HUD Approval Date:	
	% of Low/ Mod:	
	Revital Type:	Other
	Other Revital Description:	Public Improvement, or Housing Activity, or Economic Development, or Public Services
	Identify the neighborhood boundaries for this target area.	Squire Pope - Gum Tree Area
	Include specific housing and commercial characteristics of this target area.	
	How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	Based on LMI percentage
	Identify the needs in this target area.	Facilities, Housing, Public Services, Economic Development
	What are the opportunities for improvement in this target area?	
2	Area Name:	Census Tract 108
	Area Type:	Local Target area
	Other Target Area Description:	
	HUD Approval Date:	
	% of Low/ Mod:	
	Revital Type:	Other
	Other Revital Description:	Public Improvement, or Housing Activity, or Economic Development, or Public Services

	Identify the neighborhood boundaries for this target area.	Baygall Mitchelville Area
	Include specific housing and commercial characteristics of this target area.	
	How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	Based on LMI percentage
	Identify the needs in this target area.	Facilities, Housing, Public Services, Economic Development
	What are the opportunities for improvement in this target area?	
	Are there barriers to improvement in this target area?	
3	Area Name:	Census Tract 110
	Area Type:	Local Target area
	Other Target Area Description:	
	HUD Approval Date:	
	% of Low/ Mod:	
	Revital Type:	Other
	Other Revital Description:	Public Improvement, or Housing Activity, or Economic Development, or Public Services
	Identify the neighborhood boundaries for this target area.	Chaplin and Marshland Area
	Include specific housing and commercial characteristics of this target area.	
	How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	Based on LMI percentage
	Identify the needs in this target area.	Facilities, Housing, Public Services, Economic Development
	What are the opportunities for improvement in this target area?	
	Are there barriers to improvement in this target area?	
	Area Name:	Census Tract 111

4	Area Type:	Local Target area
	Other Target Area Description:	
	HUD Approval Date:	
	% of Low/ Mod:	
	Revital Type:	Other
	Other Revital Description:	Public Improvement, or Housing Activity, or Economic Development, or Public Services
	Identify the neighborhood boundaries for this target area.	Mid-Island Area
	Include specific housing and commercial characteristics of this target area.	
	How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	Based on LMI percentage
	Identify the needs in this target area.	Facilities, Housing, Public Services, Economic Development
	What are the opportunities for improvement in this target area?	
	Are there barriers to improvement in this target area?	
5	Area Name:	Census Tract 113
	Area Type:	Local Target area
	Other Target Area Description:	
	HUD Approval Date:	
	% of Low/ Mod:	
	Revital Type:	Other
	Other Revital Description:	Public Improvement, or Housing Activity, or Economic Development, or Public Services
	Identify the neighborhood boundaries for this target area.	Cordillo Area
	Include specific housing and commercial characteristics of this target area.	

How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	Based on LMI percentage
Identify the needs in this target area.	Facilities, Housing, Public Services, Economic Development
What are the opportunities for improvement in this target area?	
Are there barriers to improvement in this target area?	

General Allocation Priorities

Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA)

Town of Hilton Head Island activities funded by the CDBG program are designed to benefit LMI persons. Activities qualify for CDBG assistance when the activity meets one of the two national objectives listed below:

- 1) Benefit to LMI persons - Benefit all the residents of a LMI residential area, or will benefit a LMI clientele
- 2) Meet a need having a particular urgency (referred to as urgent need)

According to the CDBG program guidelines, an activity using the LMI area benefit must meet the minimum threshold of 51% LMI residents. However, the Town of Hilton Head Island has been designated as an exception grantee, which results in a LMI area percentage of 49.56%. This percentage is applied to Census tracts and blocks to determine activity eligibility on an area basis. An activity using the LMI clientele benefit must serve a clientele which is 51% or more LMI.

CDBG funds will be used to address the needs of LMI areas or organizations (if applicable) which provide services to LMI persons or families which comprise 51% or more of their clientele or for activities which meet the LMI housing national objective(s). The LMI areas are determined using Census tracts which have LMI population of at least 49.56%. CDBG funds will be targeted for use on projects located in Census tracts 105, 108, 110, 111, and/or 113 within the Town of Hilton Head Island as illustrated in the attached map. If the Town works with any organizations as part of the projects, those organizations will provide documentation to Town staff verifying 51% or more of their clientele meet LMI requirements as stipulated by HUD.

SP-25 Priority Needs - 91.215(a)(2)

Priority Needs

Table 47 – Priority Needs Summary

1	Priority Need Name	Public Facilities and Improvements
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Non-housing Community Development
	Geographic Areas Affected	Census Tract 105 Census Tract 108 Census Tract 110 Census Tract 111 Census Tract 113
	Associated Goals	Facilities, Public Services, Housing, Econ Dev. -Yr. 1 Facilities, Public Services, Housing, Econ Dev. -Yr. 2 Facilities, Public Services, Housing, Econ Dev. -Yr. 3 Facilities, Public Services, Housing, Econ Dev. -Yr. 4 Facilities, Public Services, Housing, Econ Dev. -Yr. 5 Program Administration - Yr. 1
	Description	Provide funding for public facilities and improvements in LMI neighborhoods.
	Basis for Relative Priority	Needs Assessment, public meeting comments, and Town's Strategic Action Plan.
2	Priority Need Name	Economic Development
	Priority Level	High
	Population	Non-housing Community Development
	Geographic Areas Affected	Census Tract 105 Census Tract 108 Census Tract 110 Census Tract 111 Census Tract 113

	Associated Goals	Facilities, Public Services, Housing, Econ Dev. -Yr. 1 Facilities, Public Services, Housing, Econ Dev. -Yr. 2 Facilities, Public Services, Housing, Econ Dev. -Yr. 3 Facilities, Public Services, Housing, Econ Dev. -Yr. 4 Facilities, Public Services, Housing, Econ Dev. -Yr. 5
	Description	Provide funding for economic development initiatives to LMI persons.
	Basis for Relative Priority	Needs assessment, public meeting comments, and Town's Strategic Plan.
3	Priority Need Name	Housing activities
	Priority Level	High
	Population	Extremely Low Low Moderate
	Geographic Areas Affected	Census Tract 105 Census Tract 108 Census Tract 110 Census Tract 111 Census Tract 113
	Associated Goals	Facilities, Public Services, Housing, Econ Dev. -Yr. 1 Facilities, Public Services, Housing, Econ Dev. -Yr. 2 Facilities, Public Services, Housing, Econ Dev. -Yr. 3 Facilities, Public Services, Housing, Econ Dev. -Yr. 4 Facilities, Public Services, Housing, Econ Dev. -Yr. 5
	Description	Provide funding for housing activities to LMI persons.
	Basis for Relative Priority	Needs assessment, public meeting comments, and Town's Strategic Plan.
4	Priority Need Name	Administrative and Planning
	Priority Level	High
	Population	Non-housing Community Development
	Geographic Areas Affected	Census Tract 105 Census Tract 108 Census Tract 110 Census Tract 111 Census Tract 113

	Associated Goals	Facilities, Public Services, Housing, Econ Dev. -Yr. 1 Facilities, Public Services, Housing, Econ Dev. -Yr. 2 Facilities, Public Services, Housing, Econ Dev. -Yr. 3 Facilities, Public Services, Housing, Econ Dev. -Yr. 4 Facilities, Public Services, Housing, Econ Dev. -Yr. 5 Program Administration - Yr. 1
	Description	Provide overall administration for the CDBG program to include development of the Consolidated Plan, annual reports, and administration of funding.
	Basis for Relative Priority	Town of Hilton Head Island staff input and historical records.

Narrative (Optional)

Priority needs were identified through the needs assessment public meeting held on May 22, 2025 and the 30-day comment period. One citizen attended the meeting and gave comments related to community needs. Public improvement needs in the Town of Hilton Head Island, include but are not limited to, street improvements (sidewalks and pathways included), curbs, gutters, signage, tree plantings, lighting, landscaping, paving dirt roads, drainage improvements, sanitary sewer installations or improvements, community center, and expansion of education and/or recreation facilities. Community Development Block Grant funds may be used for such improvements when done in LMI areas of eligible populations, or when benefits are provided to a LMI clientele, or qualify as an activity under the LMI housing national objective(s).

SP-30 Influence of Market Conditions – 91.215 (b)

Influence of Market Conditions

Affordable Housing Type	Market Characteristics that will influence the use of funds available for housing type
Tenant Based Rental Assistance (TBRA)	High levels of cost burden among many low-income households; public housing inventory ability to meet community needs
TBRA for Non-Homeless Special Needs	High levels of cost burden among many low-income households, including non-homeless special needs populations; public housing inventory ability to meet community needs
New Unit Production	Cost of land, infrastructure, and development impact fees; age of existing housing stock
Rehabilitation	Age of existing housing stock; limitations such as no allowance for heirs' property
Acquisition, including preservation	Age of structures, cost of land and infrastructure improvements

Table 48 – Influence of Market Conditions

SP-35 Anticipated Resources - 91.215(a)(4), 91.220(c)(1,2)

Introduction

The following table outlines the anticipated resources from the HUD Community Development Block Grant (CDBG) Program the Town of Hilton Head Island plans to have available during the 2025 - 2029 period covered by this Consolidated Plan.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	210,564	0	0	210,564	1,027,340	The expected amount available in year one is the HUD provided 2025 allocation in the amount of \$210,564. The expected amount available for the remainder of Con Plan is \$204,194 multiplied by four, which equals \$816,776. This figure is the expected amount available for the remaining 3 - 5 years of the Consolidated Plan.

Table 49 - Anticipated Resources

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

It is anticipated the federal funding listed above will be received annually to support activities outlined in the Consolidated Plan. While the Community Development Block Grant program does not require leveraging, other Town of Hilton Head Island resources may be used in combination with these funds to complete projects or services listed in the Consolidated Plan.

Leveraging is a way to increase project efficiencies which often come with combining sources of funding. Funds may be considered leveraged if financial commitments to the cost of a project from a source other than the Community Development Block Grant funds are documented. Town staff may identify and explore additional leveraging opportunities, such as federal, state, local, and private resources.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The Town of Hilton Head Island owns property and/or facilities located within LMI Census tracts throughout the jurisdiction. Based on community needs identified in this 2025 - 2029 Five-year Consolidated Plan, and in future annual action plans that will be associated with this Consolidated Plan, the Town of Hilton Head Island may use publicly owned land or property to address needs identified through the community needs assessment process.

SP-40 Institutional Delivery Structure – 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
TOWN OF HILTON HEAD ISLAND	Government	Non-homeless special needs public facilities	

Table 50 - Institutional Delivery Structure

Assess of Strengths and Gaps in the Institutional Delivery System

The Town of Hilton Head Island has participated in the HUD CDBG Entitlement Program since 2015. Since then, the Town has met required program deadlines. Notifications of acceptable levels of program accomplishment were received from the HUD Columbia, SC field office during the first seven years of program participation.

A "No Findings or Concerns" report was issued by the Regional Environmental Officer during a 2019 onsite Environmental Review Procedures monitoring visit.

In April 2021 a remote monitoring session was conducted by the Columbia, South Carolina HUD field office. No findings were reported during this monitoring; however, two concerns were cited. The first concern identified the need for a local written policies and procedures manual for administration of the CDBG award. Town staff completed this manual and submitted it to HUD in June 2022. The second concern identified the need for an oversight process for subrecipients of 2020 CDBG and CDBG-CV funds. Town staff immediately conducted seven monitoring reviews of randomly selected subrecipients of 2020 CDBG and CDBG-CV funds. All subrecipient monitoring reviews resulted in no findings or concerns. In 2019 a "No Findings or Concerns" report was issued by the Regional Environmental Officer during an onsite Environmental Review Procedures monitoring visit.

In May 2023 the Town received a second-year noncompliance with timely expenditure requirement notice. An untimely expenditure notice is given when a grantee has more than 1.5 times its most recent entitlement grant. In June 2023 the Town had 3.96 times its most recent entitlement grant and submitted the required timeliness workout plan to HUD. The Town submitted monthly workout plan progress reports to HUD and worked to be in timeliness compliance by the next 60-day compliance test in May 2024. The Town met the timeliness compliance in May 2024, ahead of schedule.

Availability of services targeted to homeless persons and persons with HIV and mainstream services

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
Homelessness Prevention Services			
Counseling/Advocacy	X		
Legal Assistance	X		
Mortgage Assistance			
Rental Assistance			
Utilities Assistance	X		
Street Outreach Services			
Law Enforcement			
Mobile Clinics			
Other Street Outreach Services			
Supportive Services			
Alcohol & Drug Abuse	X		
Child Care	X	X	
Education	X	X	
Employment and Employment Training	X	X	
Healthcare	X		
HIV/AIDS			
Life Skills			
Mental Health Counseling	X		
Transportation	X		
Other			

Table 51 - Homeless Prevention Services Summary

Describe how the service delivery system, including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)

The Lowcountry Continuum of Care, based in Charleston, South Carolina, is the continuum of care working to address the needs of the homeless in a seven-county region of the South Carolina lowcountry. Annual point-in-time counts are conducted in the area. However, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data for the Town.

Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above

There are no homeless shelters located within the Town of Hilton Head Island. Family Promise of Beaufort County is a non-profit organization located in Bluffton, South Carolina, adjacent to the Town of Hilton Head Island, which provides assistance to homeless families. Family Promise partners with host churches throughout Beaufort County, where families sleep for a one-week period then move to the next host church. Support churches provide food to the families. Churches provide overnight chaperones. Children attend school during the day, and the parent attends educational classes at the Family Promise Center located in Bluffton. The educational component of the program consists of a variety of classes, some which include resume writing and budgeting. Upon program completion, participants must have a place to live, a job and transportation. The case workers at Family Promise follow up with program graduates for 12-18 months after completing the program.

Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs

The Lowcountry Continuum of Care, based in Charleston, South Carolina, is the continuum of care working to address the needs of the homeless in a seven-county region of the South Carolina lowcountry. Annual point-in-time counts are conducted in the area. However, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data for the Town.

SP-45 Goals Summary – 91.215(a)(4)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Facilities, Public Services, Housing, Econ Dev. -Yr. 1	2025	2026	Affordable Housing Non-Housing Community Development	Census Tract 105 Census Tract 108 Census Tract 110 Census Tract 111 Census Tract 113	Public Facilities and Improvements Economic Development Housing activities Administrative and Planning	CDBG: \$205,564	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 12419 Persons Assisted
2	Facilities, Public Services, Housing, Econ Dev. -Yr. 2	2026	2027	Affordable Housing Non-Housing Community Development	Census Tract 105 Census Tract 108 Census Tract 110 Census Tract 111 Census Tract 113	Public Facilities and Improvements Economic Development Housing activities Administrative and Planning	CDBG: \$204,194	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 12419 Persons Assisted
3	Facilities, Public Services, Housing, Econ Dev. -Yr. 3	2027	2028	Affordable Housing Non-Housing Community Development	Census Tract 105 Census Tract 108 Census Tract 110 Census Tract 111 Census Tract 113	Public Facilities and Improvements Economic Development Housing activities Administrative and Planning	CDBG: \$204,194	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 12419 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Facilities, Public Services, Housing, Econ Dev. -Yr. 4	2028	2029	Affordable Housing Non-Housing Community Development	Census Tract 105 Census Tract 108 Census Tract 110 Census Tract 111 Census Tract 113	Public Facilities and Improvements Economic Development Housing activities Administrative and Planning	CDBG: \$204,194	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 12419 Persons Assisted
5	Facilities, Public Services, Housing, Econ Dev. -Yr. 5	2029	2030	Affordable Housing Non-Housing Community Development	Census Tract 105 Census Tract 108 Census Tract 110 Census Tract 111 Census Tract 113	Public Facilities and Improvements Economic Development Housing activities Administrative and Planning	CDBG: \$204,194	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 12419 Persons Assisted
6	Program Administration - Yr. 1	2025	2026	Program Administration	Census Tract 105	Public Facilities and Improvements Administrative and Planning	CDBG: \$5,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 12419 Persons Assisted

Table 52 – Goals Summary

Goal Descriptions

1	Goal Name	Facilities, Public Services, Housing, Econ Dev. -Yr. 1
	Goal Description	Provide funding for public facilities and improvements, public services, housing activities or economic development in LMI neighborhoods or to LMI clientele.
2	Goal Name	Facilities, Public Services, Housing, Econ Dev. -Yr. 2
	Goal Description	Provide funding for public facilities and improvements, public services, housing activities or economic development in LMI neighborhoods or to LMI clientele.
3	Goal Name	Facilities, Public Services, Housing, Econ Dev. -Yr. 3
	Goal Description	Provide funding for public facilities and improvements, public services, housing activities or economic development initiative in LMI neighborhoods or to LMI clientele.
4	Goal Name	Facilities, Public Services, Housing, Econ Dev. -Yr. 4
	Goal Description	Provide funding for public facilities and improvements, public services, housing activities or economic development in LMI neighborhoods or to LMI clientele.
5	Goal Name	Facilities, Public Services, Housing, Econ Dev. -Yr. 5
	Goal Description	Provide funding for public facilities and improvements, public services, housing activities or economic development initiative in LMI neighborhoods or to LMI clientele.
6	Goal Name	Program Administration - Yr. 1
	Goal Description	Program Administration

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)

At this time, the Town of Hilton Head Island does not have the capacity to provide affordable housing units to extremely low-income, low-income and moderate-income households. However, the Town's Northpoint initiative is a public-private partnership strategy to develop sustainable housing on more than 11 acres of Town-owned property. The initiative will help address the Island's need for more housing for its workforce and at the same time, create a vibrant, well-constructed and livable neighborhood. This project is currently underway, but the Town will not be actually constructing the units.

However, public facilities and improvements in Census tracts with 49.56% or higher LMI households, or at facilities providing services to LMI persons or families which comprise 51% or more of their clientele, or housing activities that meet the LMI housing national objective, may be accomplished with Community Development Block Grant funds.

SP-50 Public Housing Accessibility and Involvement – 91.215(c)

Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)

The Town of Hilton Head Island does not own or operate any public housing development or units. The Beaufort Housing Authority is the agency providing public housing to approximately 892 low-and-moderate income households in Beaufort County, South Carolina. There are 291 public housing units and 550 House Choice Voucher units located throughout the county. In the Town of Hilton Head Island, the Beaufort Housing Authority operates 80 public housing units at the Sandalwood Terrace Apartments.

Currently, 279 of the 291 units are occupied (96%).

The Housing Choice Voucher Program, commonly known as Section 8 housing, is subsidized by the Federal government and provides Federal assistance to families and individuals in the private rental market. The Beaufort Housing Authority is tenant-based, therefore eligible families receive assistance based on income for housing units meeting general program requirements. Tenants identify and choose their own units, and the landlord agrees to participate in the housing choice voucher program.

The Beaufort Housing Authority has implemented a new Veterans Affairs Supportive Housing (VASH) program. This program combines the Housing Choice Voucher Program (Section 8) rental assistance for homeless Veterans with case management and clinical services provided by the Department of Veterans Affairs (VA). This program allows the Beaufort Housing Authority to assist low-income housing challenged Veterans without placing them on a waiting list. Once a week a representative from the VA works from the housing authority office to house the Veteran as soon as possible.

The Town of Hilton Head Island is not required to increase the number of accessible units through a Section 504 Voluntary Compliance Agreement.

Activities to Increase Resident Involvements

The Beaufort Housing Authority provides resident councils at every public housing development they operate. There is also a Resident Advisory Board that is comprised of resident leaders from each development and Housing Choice Voucher (Section 8) representatives. The Housing Authority works with resident services at each of the public housing developments and through this collaboration promote programs and activities for residents. Some of the programs offered include: the Family Self-sufficiency Program, which is a five-year homeownership education program, Sandalwood Terrace Resident Council, free budgeting classes, and community garden clubs.

Is the public housing agency designated as troubled under 24 CFR part 902?

No

Plan to remove the 'troubled' designation

The Beaufort Housing Authority is not designated as troubled.

SP-55 Barriers to affordable housing – 91.215(h)

Barriers to Affordable Housing

A variety of barriers exist which make increasing affordable housing stock in the Town of Hilton Head Island difficult. The following list highlights some affordable housing issues; however, this list should not be considered exhaustive. Many other circumstances may occur which prevent the market from providing affordable housing.

- Land costs are a limiting factor in the construction of affordable housing units.
- Land supply is a finite resource as the Town approaches build-out.
- Construction costs continue to increase.
- Much of the housing and land available located in the Town of Hilton Head Island is subject to floodplain insurance requirements in addition to other insurance requirements, such as wind and hail.
- Marketability and potential profit is a factor for developers because of the challenges faced with construction in a coastal area.
- The “NIMBY” syndrome, “Not in My Backyard”, is a common sentiment toward affordable housing.

Strategy to Remove or Ameliorate the Barriers to Affordable Housing

The Town of Hilton Head Island anticipates continued participation in the Lowcountry Affordable Housing Coalition, which is under the auspices of Together for Beaufort County and the Beaufort County Human Services Alliance. This coalition consists of governmental entities, non-profit and private organizations striving to make housing more affordable in the Beaufort County area. The coalition has a focus on assisting residents of Beaufort County and serves as a forum for member organizations to share ideas, coordinate projects and foster interagency cooperation. With support from the Beaufort County Human Services Alliance, resources are pooled, and community needs are addressed in the areas of economy, education, poverty, and health/environmental issues.

In addition to participation in the Lowcountry Affordable Housing Coalition, monitoring relevant public policies for changes which may constitute barriers to affordable housing may be conducted. In 2017 the Town Council Public Planning Committee began studying various aspects of affordable housing on Hilton Head Island. During 2017 the committee met with local developers, business owners, employers, and service organizations for discussions on providing affordable housing to the local workforce. In 2018 strategies were developed to further address fostering affordable housing within the Town of Hilton Head Island. In 2019 the Town’s housing consultant presented a workforce housing strategic plan. Town staff prepared an approach to implement the recommendations included in the strategic plan and the

Town Council Public Planning Committee made a recommendation to Town Council to adopt the strategic plan. In 2020 the Town Council Public Planning Committee and Town staff have been working to develop amendments to the Town of Hilton Head Island Land Management Ordinance which will provide a framework for affordable workforce housing initiatives. In 2022, Town Council adopted the Workforce Housing Framework that authorizes the Town to take the necessary steps to develop, implement and carry out strategies and tactics identified within the Framework document. The Framework is supported by four foundational pillars: Community, Planning, Management and Revenue. Each of the four pillars have specific goals, strategies and critical first steps to accomplish the mission of the Framework. In 2023, Town Council authorized the creation of the Northpoint Public-Private Partnership Housing Advisory Committee. The committee is charged with assessing and recommending a development partner to help the Town build a sustainable neighborhood on more than 12 acres of land on its Northpoint tract. The Northpoint site is within proximity to the Hilton Head Island Recreation Center and Hilton Head Island public school campus.

SP-60 Homelessness Strategy – 91.215(d)

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The Lowcountry Continuum of Care, based in Charleston, South Carolina, is the continuum of care working to address the needs of the homeless in a seven-county region of the South Carolina lowcountry. Annual point-in-time counts are conducted in the Beaufort area. However, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data for the Town. Anecdotal evidence indicates there is a homeless population within the jurisdiction, however, no definite statistics are available on the total homeless population in the Town of Hilton Head Island.

The most current point-in-time count data available is from 2024. As reported on the 2024 HUD Continuum of Care Homeless Assistance Programs Homeless Populations and Subpopulations Report, the number of homeless counted in Beaufort County was 476 persons. Of the 476 persons counted in 2024, 191 were living sheltered and 285 were living unsheltered. There were 80 Veterans and 139 chronically homeless. In addition, the demographics included 218 Black/African American, 28 Hispanic, 201 White, 4 Asian, and 6 American Indian/Alaska Native, or Indigenous.

It is important to note, since the Town of Hilton Head Island does not have any homeless shelters, the figures reflected in the point in time count data pertain to the homeless persons counted in Beaufort County, South Carolina, and are not specific to the Town of Hilton Head Island.

Addressing the emergency and transitional housing needs of homeless persons

Currently there are no emergency and transitional housing shelters operating in the Town of Hilton Head Island.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.

There are no homeless shelters located within the jurisdiction of the Town of Hilton Head Island and no homeless population count data available from the Lowcountry Continuum of Care, the regional continuum of care servicing the Town. There is a non-profit organization, Family Promise of Beaufort, located in neighboring Bluffton, South Carolina, which is a coalition of Beaufort County churches assisting homeless families. The program provides evening accommodations for program participants at host churches and daytime transportation to school for children and educational programs for parents.

Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs

The Town of Hilton Head Island anticipates continued participation in the Lowcountry Affordable Housing Coalition. This coalition consists of governmental entities, non-profit and private organizations striving to make housing more affordable in the Beaufort County area. The coalition has a focus on assisting residents of Beaufort County and serves as a forum for member organizations to share ideas, coordinate projects and foster interagency cooperation. With support from the Beaufort County Human Services Alliance resources are pooled and community needs are addressed in the areas of economy, education, poverty, and health/environmental issues.

SP-65 Lead based paint Hazards – 91.215(i)

Actions to address LBP hazards and increase access to housing without LBP hazards

Specific data for lead-based paint hazards in the Town of Hilton Head Island is unavailable. The number of units built before 1980 may be used to represent a baseline for the number of units which may pose a lead-based paint threat.

According to the 2016 - 2020 American Community Survey data, there are 2,785 (19%) owner-occupied housing units and 1,265 (36%) renter-occupied housing units built before 1980. There are 804 (6%) owner-occupied households and 489 renter-occupied households with children present built before 1980. These households may be at risk of lead hazard problems.

HUD regulations regarding lead-based paint apply to all federally assisted housing and the Town of Hilton Head Island will comply when necessary, with federal requirements for lead-based paint testing and abatement in projects financed with HUD-CDBG funds.

How are the actions listed above related to the extent of lead poisoning and hazards?

Low-income households earning 0-50% of median family income are usually the least able to afford well maintained housing and therefore, are often at greater risk of lead poisoning. According to American Community Survey data there are 2,785 owner-occupied households and 1,265 renter-occupied households in the Town of Hilton Head Island built before 1980. There are 804 owner-occupied households with children present and 489 renter-occupied households with children present built before 1980. These households may be at risk of lead hazard problems.

How are the actions listed above integrated into housing policies and procedures?

The Town of Hilton Head Island will call for full compliance and enforcement of federal lead-based paint regulations on Town projects financed with HUD-CDBG funds. Contractors, subrecipients, and other partners will be advised of lead-based paint regulations and Town of Hilton Head Island staff will work to ensure full compliance is attained on projects financed with HUD-CDBG funds.

SP-70 Anti-Poverty Strategy – 91.215(j)

Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families

The Beaufort Housing Authority operates a Family Self-Sufficiency Program which promotes independence for its residents. Participants in the program work toward setting and obtaining future life and career goals by accomplishing activities and objectives.

How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan

The Town of Hilton Head Island anticipates continued participation in the Lowcountry Affordable Housing Coalition. This coalition consists of governmental entities, non-profit and private organizations striving to make housing more affordable in the Beaufort County area. The coalition has a focus on assisting residents of Beaufort County and serves as a forum for member organizations to share ideas, coordinate projects and foster interagency cooperation. With support from the Beaufort County Human Services Alliance, resources are pooled, and community needs are addressed in the areas of economy, education, poverty, and health/environmental issues.

SP-80 Monitoring – 91.230

Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The Town of Hilton Head Island Finance Department staff is responsible for monitoring all CDBG funded activities to ensure compliance with program regulations. Each program and/or project funded with CDBG monies is reviewed to ensure it meets national CDBG objectives and complies with CDBG eligibility. Each CDBG funded activity shall enter into a contractual obligation with the Town to ensure contracted services and scope of work activities are carried out as agreed-to, and to ensure compliance with federal regulations.

The Town of Hilton Head Island utilizes a number of methods for project implementation, including but not limited to contracting with non-profit organizations for program services. The Town implements and monitors its own projects such as infrastructure or improvements to public facilities. Each project is analyzed for eligibility, performance, community impact and measurable outcomes benefiting the Town of Hilton Head Island.

The Town of Hilton Head Island monitoring of subrecipients is an ongoing annual process with continuous communication and evaluation. The process includes telephone and written communication, analysis of reports, and when necessary, in-person or virtual meetings no less than once per program year. Objectives of program monitoring include management systems and overall capacity of subrecipient to implement an effective program, verification of subrecipient compliance with federal regulations and the elimination of inefficient, ineffective and/or improper use of federal funds.

The following criteria is followed when conducting subrecipient monitoring (if applicable):

- * Notification letter and explanation of purpose of monitoring via in-person or virtual meeting
- * Review materials providing detailed information, program/project descriptions, and status
- * Review pertinent subrecipient files, including but not limited to applications, agreements, reports, payment requests, and copies of audits
- * Interview members of subrecipient staff to discuss performance via in-person or virtual meeting
- * Visit project sites
- * Conduct close-out meeting in-person or virtually present preliminary conclusions

The focus of program monitoring will be on key indicators such as completion of project designs or plans and specification, contracts and obligations of funds and expenditure of funds. Where activities have experienced delays, assessment of the reason for the delay will be made, the extent to which the reasons for the delay are beyond the control of the subrecipient or the extent to which the original schedule was unrealistic, if the cause is unique to the program/project, and what corrective action, if any the subrecipient is undertaking.

Accurate records of any monitoring site visit, or desk review, which may include but not be limited to a monitoring checklist, or summary report will be kept on file with the Town of Hilton Head Island.

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

The following table outlines the anticipated resources from the HUD Community Development Block Grant (CDBG) Program the Town of Hilton Head Island plans to have available during the 2025 – 2029 period covered by this Consolidated Plan.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	210,564.00	0.00	0.00	210,564.00	1,027,340.00	The expected amount available in year one is the HUD provided 2025 allocation in the amount of \$210,564. The expected amount available for the remainder of Con Plan is \$204,194 multiplied by four, which equals \$816,776. This figure is the expected amount available for the remaining 3 - 5 years of the Consolidated Plan.

Table 53 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

It is anticipated the federal funding listed above will be received annually to support activities outlined in the Consolidated Plan. While the Community Development Block Grant program does not require leveraging, other Town of Hilton Head Island resources may be used in combination with these funds to complete projects or services listed in the Consolidated Plan.

Leveraging is a way to increase project efficiencies which often come with combining sources of funding. Funds may be considered leveraged if financial commitments to the cost of a project from a source other than the Community Development Block Grant funds are documented. Town staff may identify and explore additional leveraging opportunities, such as federal, state, local, and private resources.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The Town of Hilton Head Island owns property and/or facilities located within LMI Census tracts throughout the jurisdiction. Based on community needs identified in this 2025 - 2029 Five-year Consolidated Plan, and in future annual action plans that will be associated with this Consolidated Plan, the Town of Hilton Head Island may use publicly owned land or property to address needs identified through the community needs assessment process.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Facilities, Public Services, Housing, Econ Dev. -Yr. 1	2025	2026	Affordable Housing Non-Housing Community Development	Census Tract 105 Census Tract 108 Census Tract 110 Census Tract 111 Census Tract 113	Public Facilities and Improvements Economic Development Housing activities Administrative and Planning	CDBG: \$205,564.00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 12419 Persons Assisted
2	Program Administration - Yr. 1	2025	2026	Program Administration	Census Tract 105	Administrative and Planning	CDBG: \$5,000.00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 12419 Persons Assisted

Table 54 – Goals Summary

Goal Descriptions

1	Goal Name	Facilities, Public Services, Housing, Econ Dev. -Yr. 1
	Goal Description	Funding is needed for public facilities and improvements in LMI neighborhoods.
2	Goal Name	Program Administration - Yr. 1
	Goal Description	

Projects

AP-35 Projects – 91.220(d)

Introduction

Town of Hilton Head Island activities funded by the 2025 CDBG program are designed to benefit LMI persons. Activities qualify for CDBG assistance when the activity meets one of the two national objectives listed below:

1. Benefit to LMI persons national objective which will benefit residents of a LMI residential or benefit a LMI clientele
2. Meet a need having a particular urgency (referred to as urgent need) national objective

Projects

#	Project Name
1	Taylor Family Park
2	Program Administration

Table 55 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The primary objective of Community Development Block Grant (CDBG) funds received by the Town of Hilton Head Island is to preserve and revitalize neighborhoods, enhance quality of life for residents and address priority community public services, community development, economic development, and redevelopment needs within applicable local, state, and federal statutes and regulations. For the 2025 program year, CDBG funds were allocated based on project readiness in a Census tract with low- and moderate-income households comprising 49.56% or more of the population. This park is located in the Historic Gullah Geechee Squire Pope Neighborhood.

The property contains approximately 1 acre of wetland area, and the upland portion of the park will serve as a passive use space with amenities for immediate neighborhood residents such as the Historic Squire Pope community as well as others along Wild Horse Road, Gumtree Road, and Squire Pope Road. In addition, the park will provide a unique destination location for visitors.

The presence of several large live oaks, young maritime woodland vegetation and a freshwater wetland on the site provides an opportunity for integration of nature and design.

AP-38 Project Summary
Project Summary Information

1	Project Name	Taylor Family Park
	Target Area	Census Tract 105
	Goals Supported	Facilities, Public Services, Housing, Econ Dev. -Yr. 1
	Needs Addressed	Public Facilities and Improvements Economic Development Administrative and Planning
	Funding	CDBG: \$205,564.00
	Description	This park is located in the historic Squire Pope neighborhood. It contains one acre of wetland area, and the upland portion of the park will serve as a passive use space with amenities for immediate neighborhood residents, such as the historic Squire Pope community as well as others along Wild Horse Road, Gumtree Road, and Squire Pope Road.
	Target Date	6/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	According to the U.S. Census, the population of Census Tract 105 is 4,629 people.
	Location Description	This park is located in the historic Squire Pope neighborhood.

	Planned Activities	The Master Plan for Taylor Family Park includes the following components: • Integration of storyboards paying homage to the Taylor and McKnight families • Safe pedestrian connectivity with a crosswalk to the existing pathway network • Vehicular access that accommodates park users and emergency vehicles • Internal pathways with lighting and interpretation • Passive open lawn space • Interactive playground with STEAM (Science, Technology, Engineering, Arts & Math) features with a fishing theme paying homage to the McKnight Family's role in local fishing • Adult activity zone with outdoor fitness stations • Large, covered pavilion with restrooms, tables, grills, and seating areas • Smaller shade structures or pavilions within the landscape • Integration of existing natural features such as specimen trees and wetland areas • General history of the land and family • "Peace and Participate" features such as History Path, Cultural Garden, and inclusion of a 55-inch Pecan tree that served as a meeting place for Gullah Elders throughout the last century • Integration of new pecan tree plantings within the proposed landscape
2	Project Name	Program Administration
	Target Area	Census Tract 105
	Goals Supported	Facilities, Public Services, Housing, Econ Dev. -Yr. 1
	Needs Addressed	Public Facilities and Improvements Administrative and Planning
	Funding	CDBG: \$5,000.00
	Description	Program administration
	Target Date	6/30/2026

	Estimate the number and type of families that will benefit from the proposed activities	It is anticipated that this activity will benefit public facilities and improvements for the entire population of the Town of Hilton Head Island, including low- and moderate-income person.
	Location Description	The activity will benefit public services for the entire Town of Hilton Head Island.
	Planned Activities	Town of Hilton Head Island staff drafting five year (2025 - 2029) consolidated plan and program administration costs.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The geographic area within the Town of Hilton Head Island where assistance will be directed is Census Tract 105. Community development activities may include infrastructure improvements, new or improved public facilities, economic development or public services in LMI neighborhoods.

Geographic Distribution

Target Area	Percentage of Funds
Census Tract 105	100
Census Tract 108	
Census Tract 110	
Census Tract 111	
Census Tract 113	

Table 56 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Community Development Block Grant (CDBG) funds will be used to address the needs of low- and moderate-income areas. These areas are determined using Census Tracts which have a low- and moderate-income population of 49.56% or higher. CDBG funds will be designated for use on a project located in the low- and moderate-income Census Tract 105 within the boundaries of the Town of Hilton Head Island.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The Housing Choice Voucher Program, commonly known as Section 8 housing, is subsidized by the Federal government and provides Federal assistance to families and individuals in the private rental market. The Beaufort Housing Authority program is tenant-based, therefore eligible families receive assistance based on income for housing units meeting general program requirements. There are currently 25 units within the Town of Hilton Head Island participating in the voucher program which are scattered throughout the Town. Tenants identify and choose their own units, and the landlord agrees to participate in the housing choice voucher program.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	25
Special-Needs	0
Total	25

Table 57 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	25
The Production of New Units	0
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	25

Table 58 - One Year Goals for Affordable Housing by Support Type
Discussion

AP-60 Public Housing – 91.220(h)

Introduction

Actions planned during the next year to address the needs to public housing

The Town of Hilton Head Island does not own or operate any public housing development or units. The Beaufort Housing Authority is the agency providing public housing to approximately 892 low-and-moderate income households in Beaufort County, South Carolina. There are 291 public housing units and 25 House Choice Voucher units located throughout the county. In the Town of Hilton Head Island, the Beaufort Housing Authority operates 80 public housing units at the Sandalwood Terrace Apartments.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

The Beaufort Housing Authority provides resident councils at every public housing development they operate. There is also a Resident Advisory Board that is comprised of resident leaders from each development and Housing Choice Voucher (Section 8) representatives. The Housing Authority works with resident services at each of the public housing developments and through this collaboration promote programs and activities for residents. Some of the programs offered include: the Family Self-Sufficiency Program, which is a five-year homeownership education program, Sandalwood Terrace Resident Council, free budgeting classes, and community garden clubs.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Not applicable.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The Lowcountry Continuum of Care, based in Charleston, South Carolina, is the continuum of care working to address the needs of homeless in a seven-county region of the South Carolina lowcountry. Annual point-in-time counts are conducted in the Beaufort County area; however, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data for the Town. Anecdotal evidence indicates there is a homeless population within the jurisdiction, however, no definite statistics are available on the total homeless population in the Town of Hilton Head Island.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The most current point-in-time count data available is from 2024. As reported on the 2024 HUD Continuum of Care Homeless Assistance Programs Homeless Populations and Subpopulations Report, the number of homeless counted in Beaufort County was 476 persons. Of the 476 persons counted in 2024, 191 were living sheltered and 285 were living unsheltered. There were 80 Veterans and 139 chronically homeless. In addition, the demographics included 218 Black/African American, 28 Hispanic, 201 White, 4 Asian, and 6 American Indian/Alaska Native, or Indigenous.

It is important to note, since the Town of Hilton Head Island does not have any homeless shelters, the figures reflected in the point-in-time count data pertain to the homeless persons counted in Beaufort County, South Carolina, and are not specific to the Town of Hilton Head Island.

Addressing the emergency shelter and transitional housing needs of homeless persons

Currently there are no emergency and transitional housing shelters operating in the Town of Hilton Head Island. At this time, there is no future plan to own or operate emergency shelters or transitional housing in the Town of Hilton Head Island.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

There are no homeless shelters located within the jurisdiction of the Town of Hilton Head Island and no

homeless population count data available from the Lowcountry Continuum of Care, the regional continuum of care servicing the Town. There is a non-profit organization, Family Promise of Beaufort, located in neighboring Bluffton, South Carolina, which is a coalition of Beaufort County churches assisting homeless families. The program provides evening accommodations for program participants at host churches and daytime transportation to school for children and educational programs for parents.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The Town of Hilton Head Island anticipates continued collaboration with the Beaufort County Human Services Alliance, which is an informal group whose purpose is to promote and sustain activities that improve the quality of life for all Beaufort County residents. This group provides organizational framework that contributes to our community's capacity to address societal needs. Through the Beaufort County Human Services Alliance resources are pooled, and community needs are addressed in the areas of economy, education, poverty, and health and environmental issues.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

A variety of barriers exist which make increasing affordable housing stock in the Town of Hilton Head Island difficult. The following list highlights some affordable housing issues; however, this list should not be considered exhaustive. Many other circumstances may occur which prevent the market from providing affordable housing.

- Land costs are a limiting factor in the construction of affordable housing units.
- Land supply is a finite resource as the Town approaches build-out.
- Construction costs continue to increase.
- Much of the housing and available land for housing located in the Town of Hilton Head Island is subject to floodplain insurance requirements in addition to other insurance requirements, such as wind and hail.
- Marketability and potential profit is a factor for developers because of the challenges faced with construction in a coastal area.
- The "NIMBY" syndrome, "Not in my Backyard", continues to be a sentiment.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

In 2017, the Town Council Public Planning Committee began studying various aspects of affordable housing on Hilton Head Island. The committee met with local developers, business owners, employers, and service organizations to discuss providing affordable housing to the local workforce. In 2019 the Town's housing consultant presented a workforce housing strategic plan. In 2020 Town staff developed workforce housing amendments for the Town of Hilton Head Island Land Management Ordinance (LMO). The amendments created a policy which uses incentives to promote conversion of commercial space into workforce housing units. The commercial conversion LMO amendment was adopted by Town Council in November 2020. In February 2021, a second set of LMO amendments related to work force housing were adopted by Town Council allowing bonus density for work force housing units under certain conditions. More LMO amendments were approved by Town Council in 2023 addressing code deficiencies. A complete overhaul of the LMO is the last of the five phases of the LMO Amendments Plan to be completed within the five years covered by the 2025 - 2029 Consolidated Plan.

In 2022 the Town of Hilton Head Island approved a resolution establishing the Beaufort-Jasper Regional Housing Trust Fund (RHTF). This regional organization was created to address the need for affordable housing in Beaufort and Jasper Counties. Goals of the RHTF are to: create new housing units, or rehabilitate or preserve existing housing units for households at or below 120 percent of Area Median Income with a strong focus on households at or below 60 percent of Area Median Income; provide

workforce housing for the growing Beaufort-Jasper economy; help households maintain financial stability and build wealth by reducing the amount of money spent on housing and transportation; strengthen relationships, build trust and engage partners and stakeholders, ensuring an organized and collaborative approach to regional housing challenges; increase awareness of existing and new financial products that serve the Beaufort-Jasper community; and leverage outside funding from banks, corporations, philanthropic institutions, and federal, state, and local governments.

In November 2022 the Town Council of the Town of Hilton Head Island adopted a Workforce Housing Framework, which commits the Town to work with the community to plan, manage, and fund home initiatives. The resolution approving the Framework authorizes the Town manager to take necessary steps to develop, implement and carry out strategies identified in the Workforce Housing Framework. The resolution also directs the Town manager to make an annual allocation of \$1 million for workforce housing beginning in the current fiscal year.

The Workforce Housing Framework consists of four pillars, each with specific goals, strategies, and critical first steps necessary to accomplish the mission of the Framework. The four pillars include:

- Community: engage, collaborate, and inform the community on housing challenges and identify community-led housing program solutions;
- Planning: create a social, political, and economic environment to stimulate workforce housing through planning, policymaking, and programming;
- Management: establish a management program and policies to advance workforce housing opportunities, including the addition of dedicated Town staff for planning, coordination and exploring the creation of a professionally managed housing organization;
- Revenue: provide a consistent, sustainable, and multi-sourced revenue model for funding workforce housing initiatives and partnerships, including a Town commitment to a funding plan that meets the needs of a multi-year workforce housing action plan.

AP-85 Other Actions – 91.220(k)

Introduction:

The Town of Hilton Head Island anticipates taking the following actions throughout the program year 2025 to address the challenges listed below.

Actions planned to address obstacles to meeting underserved needs

As part of the 2025 program year, the Town of Hilton Head Island will determine where underserved populations are located through analysis of Census data and community input. To reduce the number of obstacles in meeting the needs of the underserved populations Town staff may assist with facilitating collaborations with area service organizations which spearhead community-wide solutions to local needs.

Actions planned to foster and maintain affordable housing

In 2022 the Town of Hilton Head Island approved a resolution establishing the Beaufort-Jasper Regional Housing Trust Fund (RHTF). This regional organization was created to address the need for affordable housing in Beaufort and Jasper Counties. Goals of the RHTF are to: create new housing units, or rehabilitate or preserve existing housing units for households at or below 120 percent of Area Median Income with a strong focus on households at or below 60 percent of Area Median Income; provide workforce housing for the growing Beaufort-Jasper economy; help households maintain financial stability and build wealth by reducing the amount of money spent on housing and transportation; strengthen relationships, build trust and engage partners and stakeholders, ensuring an organized and collaborative approach to regional housing challenges; increase awareness of existing and new financial products that serve the Beaufort-Jasper community; and leverage outside funding from banks, corporations, philanthropic institutions, and federal, state, and local governments.

In November 2022 the Town Council of the Town of Hilton Head Island adopted a Workforce Housing Framework, which commits the Town to work with the community to plan, manage, and fund home initiatives. The resolution approving the Framework authorizes the Town manager to take necessary steps to develop, implement and carry out strategies identified in the Workforce Housing Framework. The resolution also directs the Town manager to make an annual allocation of \$1 million for workforce housing beginning in the current fiscal year.

The Workforce Housing Framework consists of four pillars, each with specific goals, strategies, and critical first steps necessary to accomplish the mission of the Framework. The four pillars include:

- Community: the goal is to engage, collaborate, and inform the community on housing challenges and to identify community-led housing program solutions. Strategies include developing partnerships and relationships with community organizations and establishing a

housing action committee.

- Planning: the goal is to create a social, political, and economic environment that stimulates workforce housing through planning, policymaking, and programming.
- Management: the goal is to establish a management program and policies to advance workforce housing opportunities. This includes adding dedicated Town staff for planning and coordination and exploring the creation of a professionally managed housing organization.
- Revenue: the goal is to provide a consistent, sustainable, and multi-sourced revenue model for funding workforce housing initiatives and partnerships. Through this goal the Town commits to a funding plan that meets the needs of a multi-year workforce housing action plan.

In 2023, Town of Hilton Head Island purchased 7.19 acres of property at 30 Bryant Road for \$3.4 million. This acquisition expands the Town's land portfolio and provides more opportunities for future public-private partnerships or similar ventures for workforce housing.

The Town of Hilton Head Island is moving forward with plans for a sustainable workforce housing neighborhood on Town-owned property, the Northpoint property. The project includes the Town contributing land through a long-term ground lease to a private partner and providing \$1 million in eligible project costs, supported by the American Rescue Plan Fund. The Town is responsible for zoning entitlements, long-term programming support, and recording affordability covenants on the property to ensure Northpoint will be preserved for workforce housing in perpetuity. The first units are anticipated to be available for rent in early 2027.

Actions planned to reduce lead-based paint hazards

Specific data for lead-based paint hazards in the Town of Hilton Head Island is unavailable. The number of units built before 1980 may be used to represent a baseline for the number of units which may pose a lead-based paint threat. At this time action to address lead-based paint hazards have not been identified.

Actions planned to reduce the number of poverty-level families

The Beaufort Housing Authority operates a Family Self Sufficiency Program which promotes independence for its residents. Participants in the program work toward setting and obtaining future life and career goals by accomplishing activities and objectives. The Beaufort Housing Authority also operates a homeownership program, which assists residents in their programs pay a mortgage rather than a rental payment.

The Town of Hilton Head Island anticipates continued collaboration with the Beaufort County Human Services Alliance, which is an informal group whose purpose is to promote and sustain activities that improve the quality of life for all Beaufort County residents. This group provides organizational framework that contributes to our community's capacity to address societal needs. Through the Beaufort County Human Services Alliance resources are pooled and community needs are addressed in

the areas of economy, education, poverty, and health and environmental issues.

Actions planned to develop institutional structure

The Town of Hilton Head Island has participated in the HUD CDBG Entitlement Program since 2015 and continues to monitor and evaluate the performance of the program while ensuring regulatory compliance. The Town recognizes that the evaluation of past performance is critical to ensuring CDBG funded activities are implemented in an effective manner and align with established strategies and goals.

During the nine years of program participation, the Town met required program deadlines. Notifications of acceptable levels of program accomplishment were received from the HUD Columbia, South Carolina field office during such time.

In April 2021 a fiscal year 2021 remote monitoring session was conducted by the Columbia, South Carolina field office Community Planning and Development representative. No findings were reported during this monitoring; however, two concerns were cited. The first concern identified the need for a local written policies and procedures manual for administration of the CDBG award. Town staff completed this manual and submitted it to HUD in June 2022. The second concern identified the need for an oversight process for subrecipients of 2020 CDBG and CDBG-CV funds. Town staff immediately conducted seven monitoring reviews of randomly selected subrecipients of 2020 CDBG and CDBG-CV funds. All subrecipient monitoring reviews resulted in no findings or concerns. In 2019 a ‘No Findings or Concerns’ report was issued by the Regional Environmental Officer during an onsite Environmental Review Procedures monitoring visit.

In May 2022 the Town received a warning notice related to noncompliance with timely expenditure requirements from HUD. An untimely expenditure notice is given when a grantee has more than 1.5 times its most recent entitlement grant. In 2022 the Town had 1.84 times its most recent entitlement grant. Due to the COVID-19 pandemic in 2020, HUD allowed for flexibilities related to the timely expenditure of CDBG funds and a warning letter was issued to the Town. In 2023 the timeliness flexibilities will no longer be in place and the standard corrective action policies will be reinstated.

In May 2023, the Town received a second-year noncompliance with timely expenditure requirement notice. In June 2023, the Town had 3.96 times its most recent entitlement grant and submitted the required timeliness workout plan to HUD. The Town was in timeliness compliance by the next compliance test, which was in May 2025.

The Town intends to continue to report its progress in meeting the five-year goals in the Consolidated Annual Performance Evaluation Report (CAPER). The CAPER will be submitted in compliance with program deadlines.

Strategies for overcoming gaps in capacity issues in the service delivery system may require more

findings or changes in public policy. The Town of Hilton Head Island will continue to coordinate efforts and partnerships with state and local government entities such as Beaufort County, the Lowcountry Council of Governments, and various State of South Carolina offices when necessary to carry out the priority needs listed in this Annual Action Plan.

Actions planned to enhance coordination between public and private housing and social service agencies

The Town of Hilton Head Island anticipates continued collaboration with the Beaufort County Human Services Alliance, which is an informal group whose purpose is to promote and sustain activities that improve the quality of life for all Beaufort County residents. This group provides organizational framework that contributes to our community's capacity to address societal needs. Through the Beaufort County Human Services Alliance, resources are pooled, and community needs are addressed in the areas of economy, education, poverty, and health and environmental issues.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction:

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that it will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgently need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income.	

Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	98.00%
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APPENDIX

Appendix - Alternate/Local Data Sources

1	Data Source Name Hilton Head Public Housing Data
	List the name of the organization or individual who originated the data set. Town of Hilton Head Island
	Provide a brief summary of the data set. The Beaufort Housing Authority services all of Beaufort County, South Carolina including the Town of Hilton Head Island. Because default figures represented all of Beaufort County after consultation with the Beaufort Housing Authority executive director, the tables in section NA-35 Public Housing were revised to reflect figures representing only the Town of Hilton Head Island.
	What was the purpose for developing this data set? The Beaufort Housing Authority services all of Beaufort County, South Carolina including the Town of Hilton Head Island. Because default figures represented all of Beaufort County after consultation with the Beaufort Housing Authority executive director, the tables in section NA-35 Public Housing were revised to reflect figures representing only the Town of Hilton Head Island.
	How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population? The figures in attached tables reflect figures only pertaining to the Town of Hilton Head Island and not all of Beaufort County.
	What time period (provide the year, and optionally month, or month and day) is covered by this data set? The figures provided in the attached tables are from 2014.
	What is the status of the data set (complete, in progress, or planned)? The data set is complete
2	Data Source Name 2009 - 2013 American Community Survey
	List the name of the organization or individual who originated the data set. US Census Bureau
	Provide a brief summary of the data set. 2009 - 2013 American Community Survey
	What was the purpose for developing this data set? Provide information related to vacant housing units to reflect condition of housing market.

	How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population? Data is for total population of Hilton Head Island.
	What time period (provide the year, and optionally month, or month and day) is covered by this data set? 2009 - 2013
	What is the status of the data set (complete, in progress, or planned)? Data set is complete.
3	Data Source Name HUD FMR and HOME Rents
	List the name of the organization or individual who originated the data set. U.S. Department of Housing and Urban Development
	Provide a brief summary of the data set. HUD Fair Market Rents and HOME Rents data.
	What was the purpose for developing this data set? Illustration of monthly fair market rental costs.
	Provide the year (and optionally month, or month and day) for when the data was collected. April, 2016
	Briefly describe the methodology for data collection. HUD calculation was released for the 2016 HOME program.
	Describe the total population from which the sample was taken. Beaufort, County, South Carolina.
	Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed. Calculation provided by HUD based on population of Beaufort, County, South Carolina.



TOWN OF HILTON HEAD ISLAND

TOWN COUNCIL

TO: Town Council
FROM: Angie Stone, Assistant Town Manager
CC: Marc Orlando, Town Manager
DATE: September 16, 2025
SUBJECT: Consideration of a Resolution of the Town Council of the Town of Hilton Head Island Expressing Support of a Childcare and Early Learning Pilot Project Utilizing the Tri-Share Funding Model

RECOMMENDATION:

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island to Expressing Support of a Childcare and Early Learning Pilot Project Utilizing the Tri-Share Funding Model. The resolution of support will be presented to the Beaufort County and Jasper County State Legislative delegation. **(Attachment 1)**

BACKGROUND:

Access to affordable, high-quality childcare remains a significant barrier for many working families in our community. Rising childcare costs impact parents' ability to enter or remain in the workforce, challenge local employers seeking to retain talent, and hinder children's early learning opportunities.

In 2024, the Southern Lowcountry Regional Board (SOLOCO) established a subcommittee, chaired by Orlando Lewis, to examine affordable childcare solutions. The subcommittee presented the Tri-Share funding model as a viable solution along with a recommendation that SOLOCO member jurisdictions request that the State implement a pilot program in our region.

The Tri-Share model is a cost-sharing approach that equitably splits the cost of childcare among three key stakeholders:

- One-third paid by the State
- One-third paid by the participating employer
- One-third paid by the employee/parent

This model was successfully piloted in other states, most notably in Michigan, Kentucky, Louisiana, and North Carolina, and has demonstrated measurable success in reducing

absenteeism, improving employee retention, and increasing access to early learning services for children.

The City of Beaufort, Town of Port Royal, City of Hardeeville, and Town of Bluffton have all passed similar resolutions of support.

SUMMARY:

The proposed resolution supports implementation of a pilot project utilizing the Tri-Share funding model in our region. This funding model offers a fiscally responsible and community-centered solution to childcare affordability by reducing the financial burden of childcare on working families while strengthening workforce participation and local economic vitality. Supporting this model aligns with the Town's strategic priority related economic development and business recruitment and retention.

THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF
HILTON HEAD ISLAND, SOUTH CAROLINA, SUPPORTING A CHILDCARE AND EARLY
LEARNING PILOT PROJECT UTILIZING THE TRI-SHARE FUNDING MODEL**

WHEREAS, The Town of Hilton Head Island (“Town”) is a member of the Southern Lowcountry Regional Board (SOLOCO), a regional think tank that identifies the problems and opportunities that face the entire southern low country, as defined by the members and regardless of municipal or county boundaries.; and

WHEREAS, There are childcare and early learning agencies in our community that provide services to working class parents; and

WHEREAS, The Town and those interested service providers, who have interest in a partnership with the SC Department of Social Services, a pilot demonstration project using the Tri-Share funding model being employed in other locales; and

WHEREAS, childcare and early learning in South Carolina is in crisis, with too many working- class families unable to afford or find quality childcare and early learning, with the result that too few South Carolina children (36%) reach kindergarten and first grade with the development and skills necessary to undertake a successful lifetime of learning and education; and

WHEREAS, The crisis in childcare and early learning has an adverse effect on workforce availability and results in an estimated \$1.4 billion loss to the South Carolina economy.; and

WHEREAS, Increasing the availability and affordability of high-quality childcare and early learning will enhance the programs and goals of the SC Department of Commerce and Department of Education; and

WHEREAS, There is a useful and innovative Childcare and Early Learning supplemental funding model called Tri-Share that is being successfully employed in other locales to expand the availability and affordability of Childcare and Early Learning, enables tax dollars to be spent more efficiently and effectively, and which appears to be readily adaptable for use in South Carolina;

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

(a) The Town of Hilton Head Island, as a member of SOLOCO, requests the Beaufort County Legislative Delegation and the Jasper County Legislative Delegation undertake those steps necessary to enable, fund, and ensure that the South Carolina Department of Social Services, with the support of the Department of Commerce and the Department of Education, will establish and conduct a Childcare

Demonstration Project utilizing the Tri-Share funding model in Beaufort and Jasper Counties and such other counties as may be appropriate, with such demonstration project to be organized and managed to increase the availability, affordability, and quality of programs offered by South Carolina Childcare and Early Learning providers.

(b) The Town Manager is directed to forward this Resolution to the Southern Lowcountry Regional Board (SOLOCO) Chair.

PASSED, ADOPTED AND APPROVED ON THIS 16TH DAY OF SEPTEMBER 2025.

THE TOWN OF HILTON HEAD ISLAND,
SOUTH CAROLINA

By: _____

Alan R. Perry, Mayor

ATTEST:

Kimberly Gammon, Town Clerk

APPROVED AS TO FORM:

Curtis L. Coltrane, Town Attorney



TOWN OF HILTON HEAD ISLAND

Town Council

TO: Town Council
FROM: Shawn Leininger, AICP, Deputy Town Manager
CC: Marc Orlando, ICMA-CM, Town Manager
Curtis Coltrane, Town Attorney
DATE: September 16, 2025
SUBJECT: Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, Delineating Names and Missions for Standing Committees of Town Council

RECOMMENDATION:

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, Delineating Names and Missions for Standing Committees of Town Council, **shown as Attachment 1**.

On August 25, 2025, the Finance & Administrative Committee recommended by a vote of 2-1 the names and missions for the Standing Committees of Town Council. These names and missions were amended from that proposed by Town staff with the changes outlined below.

BACKGROUND:

On July 15, 2025, Town Council adopted Section 2-5-60 of the Town Code, **as shown in Attachment 2**, which requires the establishment of two or more standing committees to assist in the efficient operation of Town government. This code section outlines that:

1. Standing committees shall be composed exclusively of Town Council members, with three members and one alternate appointed by the Mayor.
2. The names and responsibilities of the standing committees are to be established by resolution of Town Council.
3. The standing committees play a critical role in reviewing, analyzing, and recommending actions to Town Council on various matters to improve governance efficiency and public service delivery.

The previous code language required three standing committees of Town Council: the Finance and Administrative Committee, the Community Services and Public Safety Committee, and the Public Planning Committee. To align with the new code and

streamline operations, these have been consolidated and reorganized into two standing committees with clearly defined and reallocated areas of focus.

The delineation of responsibilities is intended to clarify and strengthen Town Council's oversight and advisory capacity over core municipal functions, promote efficient committee operations, and ensure alignment with adopted Strategic Action Plan and Town Code provisions.

On August 25, 2025, the Finance and Administrative reviewed the following standing committees, including names, missions and areas of focus **as proposed by staff**.

Finance and Administrative Committee (staff proposed to maintain current name)

Staff Proposed Mission:

To review and analyze the Town's financial matters including revenues, expenditures, and procurement; oversee Accommodations Tax funds and the Town's Designated Marketing Organization; maintain intergovernmental relations and legislative monitoring; and provide oversight of economic development initiatives and Gullah Geechee Historic Neighborhoods Community Development Corporation.

Staff Proposed Areas of Focus:

Staff proposed areas of focus for the Finance and Administrative Committee are as follows:

1. Town revenues and expenditures
2. Fee structures
3. Procurement process review
4. Designated Marketing Organization
5. Accommodations/Hospitality Taxes
6. Matters relating to other governmental entities
7. Matters relating to pending or proposed legislation
8. Economic Development
9. Gullah Geechee Historic Neighborhoods Community Development Corporation matters
10. Tax Increment Financing (TIF) matters

Community Development and Public Services Committee (staff proposed revising name to align with areas of focus)

Staff Proposed Mission:

To evaluate and advise on Town infrastructure, facilities, and services; oversee community services including parks, recreation, arts and culture; review public safety and emergency preparedness efforts; manage appointments to Town boards and

committees; and provide guidance on planning, zoning, land use, workforce housing and development, and related regulatory matters.

Staff Proposed Areas of Focus:

Proposed areas of focus for the Community Development and Public Services Committee are listed below:

1. CIP (Capital Improvement Program) / Public infrastructure, facilities, lands
2. Appointments to boards and committees
3. Parks and recreation
4. Arts and culture
5. Public safety (including Hilton Head Island Fire Rescue, Beaufort County Sheriff's Office, beach operations)
6. Hurricane response and resiliency
7. Matters related to community development, including planning, zoning, land use, and Land Management Ordinance
8. Workforce housing and workforce development
9. Comprehensive Plan

Responsibilities also include oversight of appointments to boards and committees and coordination related to infrastructure and community services projects.

FINANCE & ADMINISTRATIVE COMMITTEE RECOMMENDATIONS:

After review and discussion of these items, the Finance and Administrative Committee recommended a Resolution to Town Council to delineate the names of Town Council standing committees and provide a mission outlining the general topics that will be considered by each committee.

Two standing committees were recommended by the Finance and Administrative Committee with the following names:

- Finance and Economic Development Committee
- Public Safety and Infrastructure Committee

The missions for the above-named committees, as recommended by the Finance and Administrative Committee, are listed below:

Finance and Economic Development Committee

Mission:

The Finance and Economic Development Committee reviews Town revenues, including alternative revenues sources, expenditures, fee structures, and procurement; oversees the Designated Marketing Organization and Accommodations/Hospitality Tax funds; addresses intergovernmental and legislative matters; and provides oversight of economic

development, Tax Increment Financing (TIF), and the Gullah Geechee Historic Neighborhoods Community Development Corporation. The Committee also generally considers matters related to the following goals of the Town's adopted Strategic Action Plan:

- Goal 5: Support Economic Development and Business Recruitment and Retention
- Goal 7: Preserve, Protect, and Celebrate Gullah Geechee Culture and Heritage
- Goal 8: Advance Workforce Housing Opportunities
- Goal 9: Protect and Enhance Environmental Sustainability

Public Safety and Infrastructure Committee

Mission:

The Public Safety and Infrastructure Committee evaluates and advises on Town infrastructure, facilities, and services; oversees community services including parks, recreation, arts, and culture; reviews public safety and emergency preparedness efforts; manages appointments to Town boards and committees; and provides guidance on planning, zoning, land use, workforce housing and development, and related regulatory matters. The Committee generally considers matters related to the following goals of the Town's adopted Strategic Action Plan:

- Goal 2: Invest in Stormwater Infrastructure
- Goal 3: Enhance Major Corridors and Streets
- Goal 4: Enhance Public Safety Readiness and Facilities
- Goal 6: Reinforce Island Resilience

Assignment of Remaining Strategic Action Plan Goals

The Committee also recommended that items related to:

- Goal 1: Protect Island Character through Managing Growth, have flexibility to be assigned to either of the two standing committees; and
- Goal 10: Enhance Community Well-being through Implementation of the Parks and Recreation Master Plan and Program Enhancements, which primarily operational in nature, be handled by full Town Council through approval of the Town's Capital Improvements Plan and Consolidated Annual Budget.

SUMMARY:

It is recommended that Town Council consider and approve a resolution to:

1. Establish two standing committees of Town Council consistent with Section 2-5-60 of the Town Code, adopted July 15, 2025.
2. Approve the names of the two committees as the Finance and Economic Development Committee and the Public Safety and Infrastructure Committee.

3. Adopt the respective missions for each committee as detailed in this memo and attached Resolution.

ATTACHMENTS:

1. Resolution to Delineate Names and Mission for Town Council Standing Committees
2. Ordinance 2025-12 – Amendment to 2-5-60 Committees of Council – July 15, 2025

HILTON HEAD ISLAND, SOUTH CAROLINA

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILTON HEAD ISLAND TO ESTABLISH STANDING COMMITTEES, TO APPROVE THE NAME AND MISSION FOR EACH COMMITTEE

WHEREAS, pursuant to Section 2-5-60 of the Town of Hilton Head Island Municipal Code, adopted July 15, 2025, Town Council is authorized and required to establish two or more standing committees to assist in the efficient operation of Town government; and

WHEREAS, Town Council desires to consolidate and reorganize its standing committees to promote effective governance, efficient operations, and clear delineation of responsibilities; and

WHEREAS, Town Council finds it appropriate to establish two standing committees named the Finance and Economic Development Committee and the Public Safety and Infrastructure Committee, with defined missions and areas of focus.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, AS FOLLOWS:

1. Establishment of Committees: Town Council hereby establishes two standing committees of Town Council consistent with Section 2-5-60 of the Town Code.
2. Committee Names: The two standing committees shall be named as follows:
 - a. Finance and Economic Development Committee
 - b. Public Safety and Infrastructure Committee
3. Missions: Town Council hereby establishes missions for each standing committee as follows:

Finance and Economic Development Committee

Mission:

The Finance and Economic Development Committee reviews Town revenues, expenditures, fee structures, and procurement; oversees the Designated Marketing Organization and Accommodations/Hospitality Tax funds; addresses intergovernmental and legislative matters; and provides oversight of economic development, Tax Increment Financing (TIF), and the Gullah Geechee Historic Neighborhoods Community Development Corporation. The Committee also generally considers matters related to the following goals of the Town's adopted Strategic Action Plan:

- *Goal 5: Support Economic Development and Business Recruitment and Retention*
- *Goal 7: Preserve, Protect, and Celebrate Gullah Geechee Culture and Heritage*
- *Goal 8: Advance Workforce Housing Opportunities*
- *Goal 9: Protect and Enhance Environmental Sustainability*

Public Safety and Infrastructure Committee

Mission:

The Public Safety and Infrastructure Committee evaluates and advises on Town infrastructure, facilities, and services; oversees community services including parks, recreation, arts, and culture; reviews public safety and emergency preparedness efforts; manages appointments to Town boards and committees; and provides guidance on planning, zoning, land use, workforce housing and development, and related regulatory matters. The Committee generally considers matters related to the following goals of the Town's adopted Strategic Action Plan:

- *Goal 2: Invest in Stormwater Infrastructure*
- *Goal 3: Enhance Major Corridors and Streets*
- *Goal 4: Enhance Public Safety Readiness and Facilities*
- *Goal 6: Reinforce Island Resilience*

4. Assignment of Remaining Strategic Action Plan Goals:

- a. Items related to *Goal 1: Protect Island Character through Managing Growth*, from the Town's adopted Strategic Action Plan may be assigned to either of the two standing committees.
- b. Items related to *Goal 10: Enhance Community Well-being through Implementation of the Parks and Recreation Master Plan and Program Enhancements*, which primarily operational in nature, be handled by full Town Council through approval of the Town's Capital Improvements Plan and Consolidated Annual Budget.

5. Effective Date: This resolution shall take effect immediately upon adoption.

ATTACHMENT 1

MOVED, APPROVED, AND ADOPTED ON THIS ____ DAY OF _____, 2025.

TOWN OF HILTON HEAD ISLAND,
SOUTH CAROLINA

Alan R. Perry, Mayor

ATTEST:

Kimberly Gammon, Town Clerk

APPROVED AS TO FORM:

Curtis L. Coltrane, Town Attorney

Introduced by Council Member: _____

TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA

ORDINANCE 2025-12

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, TO AMEND § 2-5-60, MUNICIPAL CODE OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA (1983), TO RATIFY THE ACTIONS OF THE TOWN COUNCIL AND ITS STANDING COMMITTEES AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, S. C. Code Ann. § 5-13-30 (Supp. 2024) and § 2-3-30, *Municipal Code of the Town of Hilton Head Island, South Carolina* (1983), authorize the Town Council to adopt ordinances of any kind and nature, not prohibited by the law or constitution of the State of South Carolina or the United States; and,

WHEREAS, the Town Council finds that § 2-5-60, *Municipal Code of the Town of Hilton Head Island, South Carolina* (1983), must be amended to conform to the current policies of the Town Council regarding the Standing Committees; and,

WHEREAS, to the extent that any previous practice of the Town Council with respect to the Standing Committees and any previous practice of the Standing Committees of the Town Council have varied from the text of § 2-5-60, *Municipal Code of the Town of Hilton Head Island, South Carolina* (1983), such actions have been with the knowledge and consent of the Town Council; and,

WHEREAS, the Town Council finds that an amendment to § 2-5-60, *Municipal Code of the Town of Hilton Head Island, South Carolina* (1983), to update the terms of the ordinance to better align with the policies of the Town Council with regard to the Standing Committees is in the best interest of the Town and promotes the health, safety and welfare of its citizens, residents, property owners and visitors; and,

WHEREAS, the Town Council finds that ratification of any actions of the Town Council with respect to the Standing Committees of Town Council and any actions taken

by the Standing Committees of the Town Council that have varied from the text of § 2-5-60, *Municipal Code of the Town of Hilton Head Island, South Carolina* (1983), is in the best interest of the Town and promotes the health, safety and welfare of its citizens, residents, property owners and visitors.

NOW, THEREFORE, IT IS 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 § 2-5-60, *Municipal Code of the Town of Hilton Head Island, South Carolina* (1983) is amended as shown on Exhibit "A" to this Ordinance. New language is indicated with double underline and deleted language is indicated with ~~strikethrough~~.

Section 2. Ratification. Any actions previously taken by the Town Council and its Standing Committees that have varied from the text of § 2-5-60, *Municipal Code of the Town of Hilton Head Island, South Carolina* (1983), are hereby acknowledged and ratified.

Section 3. 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 4. Effective Date. This Ordinance shall become effective on the date of its adoption.

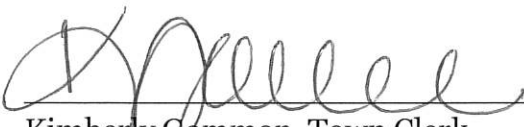
**PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE
TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, ON THIS 15th
DAY OF JULY, 2025.**

**THE TOWN OF HILTON HEAD
ISLAND, SOUTH CAROLINA**



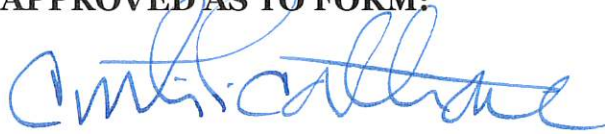
Alan R. Perry, Mayor

ATTEST:



Kimberly Gammon, Town Clerk

APPROVED AS TO FORM:



Curtis L. Coltrane, Town Attorney

First Reading: June 17, 2025

Second Reading: July 15, 2025

EXHIBIT "A" TO ORDINANCE AMENDING § 2-5-60, *MUNICIPAL CODE OF THE
TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA* (1983)

Sec. 2-5-60. - Committees of council.

(a) ~~The town council shall have standing committees to assist in the efficient operation of the town council, namely the finance and administrative committee, community services and public safety committee, and public planning committee. Each committee shall be composed of four (4) town council members and an alternate, who shall also be a member of council.~~ The Town Council shall establish two or more standing committees to assist in the efficient operation of Town government. The names and responsibilities of standing committees shall be established by resolution of the Town Council. Each standing committee shall be composed of three (3) Town Council members and one (1) alternate, all of whom shall be members of Town Council. The Mayor shall appoint the members and the alternate and shall designate a chairman.

(b) ~~The town council may appoint, by resolution, such other committees i.e. non-standing committees, composed exclusively of council members as it shall deem necessary and appropriate for the efficient operation of the town council. To assist such council committees, the town council may appoint town resident citizens to serve as committee members. The term of the committee membership of any town resident citizen shall be as prescribed by resolution, but in no event shall the term of any committee extend beyond the term of the then sitting council.~~ The Town Council may establish, by resolution, other committees, non-standing or ad hoc, composed exclusively of Council members, as it deems necessary and appropriate to support the effective operation of the Town Council. The Town Council may also appoint resident citizens of the Town to serve as members of such non-standing committees. The term of any citizen committee member shall be as prescribed in the resolution but shall not extend beyond the term of the current seated Council.

(c) ~~The town council may, by resolution, adopt rules and procedures to guide the operation of standing committees. The town council may, at the time of the creation of any other committees of council, as part of the resolution creating the committee, or separately, adopt rules and procedures to guide the conduct of such committees.~~ The Town Council may adopt, by resolution, rules and procedures governing the operation of standing and non-standing committees; provided, however, that the following procedures shall be followed by the Standing Committees:

(1) On each item that comes before a Standing Committee for consideration and a vote of the Standing Committee, the Standing Committee shall take action and vote to:

- (a) Forward the item to Town Council with a recommendation for approval of the item; or,
- (b) Forward the item to Town Council with a recommendation for approval of the item provided certain conditions are met; or,

(c) Forward the item to Town Council with a recommendation for disapproval of the item; or

(d) Forward the item to Town Council with no recommendation on the item; or

(e) Return the item to Town Staff with direction for revisions to the item, which revisions shall be presented to the Standing Committee at its next regularly scheduled meeting. Following the Standing Committee's review of the revised item, the Standing Committee shall forward the item to Town Council under any of subitems (c)(1)(a) through (d) above.

(2) Following Committee action and recommendation on any item from the Standing Committee, Town Staff shall present a Staff report provided to Town Council summarizing the Standing Committees action and recommendation.



TOWN OF HILTON HEAD ISLAND

Town Council

TO: Mayor Alan R. Perry & Town Council Members
FROM: Ben Brown, Director of Strategic Initiatives
CC: Marc Orlando, Town Manager, ICMA-CM
Shawn Leininger, Deputy Town Manager
Curtis Coltrane, Town Attorney
DATE: September 16, 2025
SUBJECT: Consideration of an Ordinance of the Town of Hilton Head Island Authorizing the Execution and Delivery of a Non-Exclusive Easement for Ingress, Egress, and Utilities on Town Property Located in the Area of Mingo Lane and Providing for Severability and an Effective Date

RECOMMENDATION:

Town Council is requested to consider authorizing the execution and delivery of access and utility easements connecting Mingo Lane to Marshland Road across Town-owned property.

BACKGROUND:

Town Council directed the Town Attorney and Town staff to pursue access and utility easements to support the development of property served by Mingo Lane. These efforts are coordinated with the Town's development of Patterson Family Park in the Marshland Road area. As part of the improvements, a new connection to Mingo Lane will be constructed along with a hammerhead turnaround within the right-of-way to ensure safe and adequate access for emergency and service vehicles.

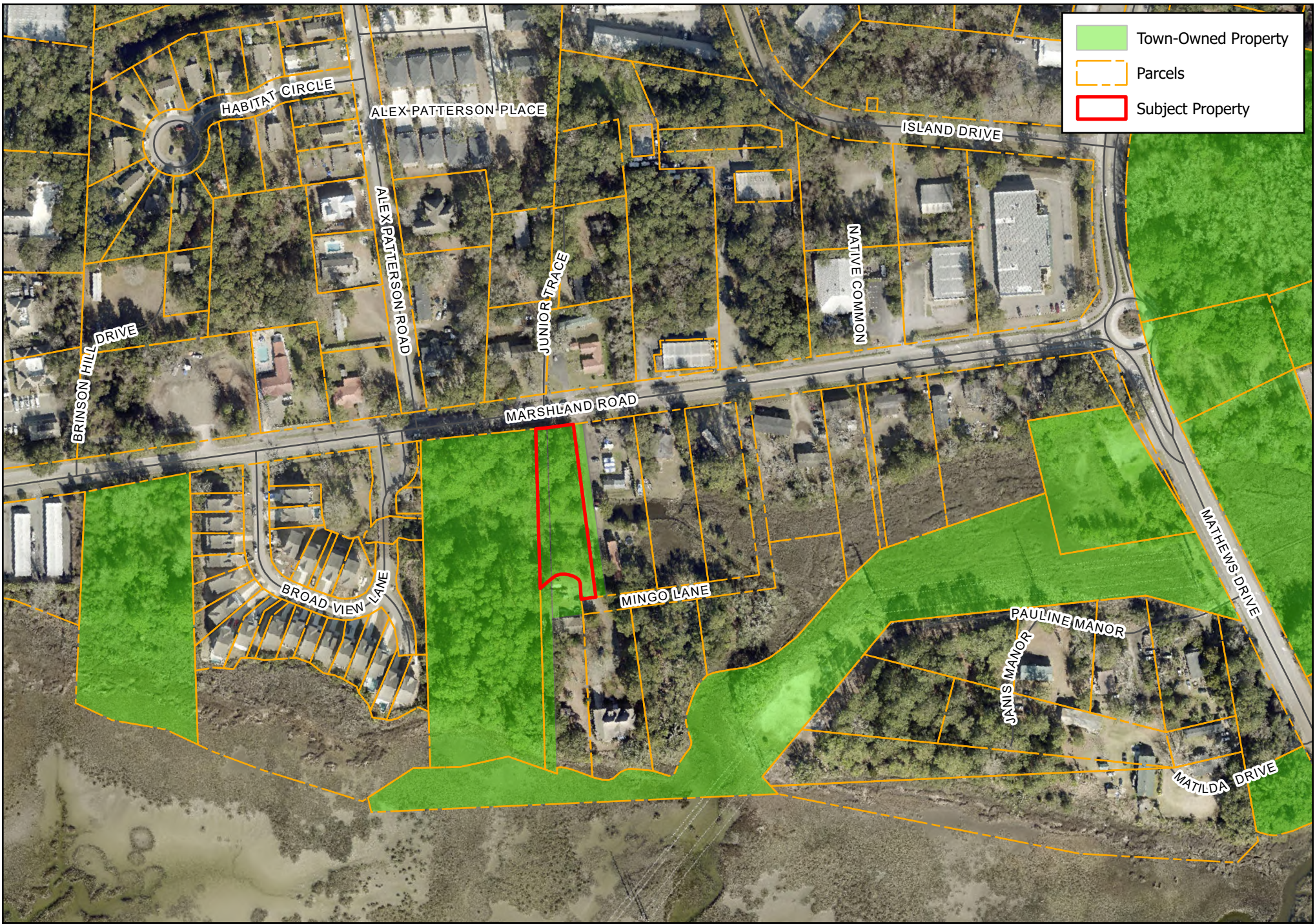
A new 10-foot utility easement is also proposed to allow the extension of public infrastructure, including water, sewer, and other utilities, across Town-owned land to serve adjacent property that currently lack direct access to such services.

CONCLUSION:

Town Council is requested to consider first reading of the proposed ordinance authorizing the Mayor and Town Manager to execute and deliver access and utility easements across Town-owned property as shown in Attachments 2 and 3.

ATTACHMENTS:

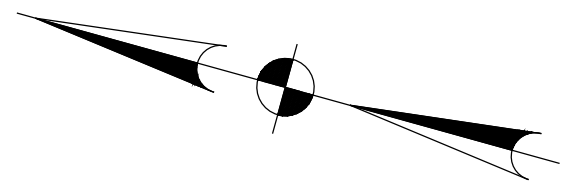
1. Vicinity Map
2. Easement Exhibit
3. Ordinance & Easement Agreement



Town-Owned Property

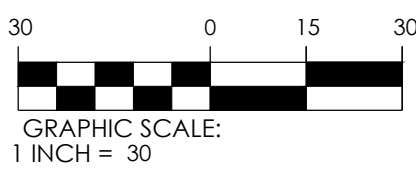
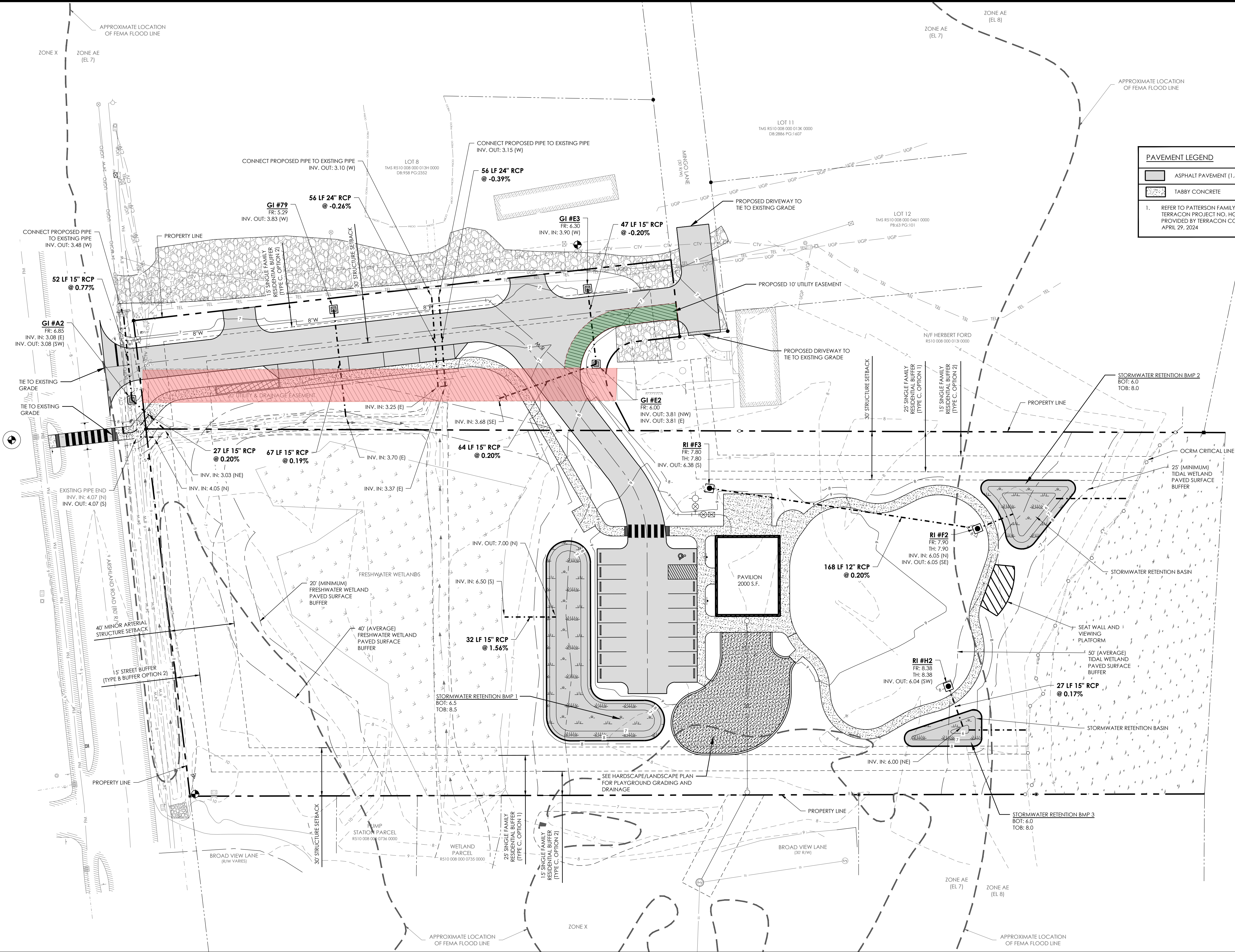
Parcels

Subject Property



PAVEMENT LEGEND	
	ASPHALT PAVEMENT (1.5" SURFACE ASPHALT / 6" GAB)
	TABBY CONCRETE
1. REFER TO PATTERSON FAMILY PARK GEOTECHNICAL ENGINEERING REPORT TERRACON PROJECT NO. HG245012 PROVIDED BY TERRACON CONSULTANTS, INC. APRIL 29, 2024	

- Existing 20' Utility & Drainage Easement
- Proposed 10' Utility Easement



Easement Exhibit
Patterson Family Park
Hilton Head Island, SC

June 2025

THOMAS & HUTTON
50 Park of Commerce Way
Savannah, GA 31405 • 912.234.5300
www.thomasandhutton.com

This map illustrates a general plan of the development which is for discussion purposes only, does not limit or bind the owner/developer, and is subject to change and revision without prior written notice to the holder. Dimensions, boundaries and position locations are for illustrative purposes only and are subject to an accurate survey and property description.
COPYRIGHT © 2020 THOMAS & HUTTON

Ordinance 2025-___

AN ORDINANCE OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA,
AUTHORIZING THE EXECUTION AND DELIVERY OF A NON-EXCLUSIVE
EASEMENT FOR INGRESS, EGRESS AND UTILITIES, AND PROVIDING FOR
SEVERABILITY AND AN EFFECTIVE DATE.

BE IT ORDERED AND ORDAINED BY THE TOWN OF HILTON HEAD ISLAND,
SOUTH CAROLINA, AND IT IS ORDAINED BY THE AUTHORITY OF THE TOWN
COUNCIL AS FOLLOWS.

Section 1. Findings and Conclusions.

(a) The Town of Hilton Head Island, South Carolina (the “Town”), is the owner of real property described as:

All that certain piece, parcel or lot of land, lying and being on Hilton Head Island, Beaufort County, South Carolina, and which is described as “Lot 9, Old Acreage 31,753 S.F., 0.729 AC, New Acreage 27,371 S.F. 0.63 AC,” on a Plat entitled “A Lot Line Reconfiguration of Lot 9 #19 Marshland Road Mingo Green Estates” prepared by Atlas Surveying, Inc., Jeremy W. Reeder, SCPLS 28139, dated April 22, 2024, and which is recorded in the Office of the Register of Deeds for Beaufort County, South Carolina, in Plat Book 163 at Page 179 (the “Town Property”).

(b) Robert Miller, whose address is 173 Arbor Village Drive, Pooler, GA, 31322; Shirley M. Jenkins, whose address is 120 Overland Trail, Savannah, GA, 31419, and Janie Michael, whose address is 13 Fair Street, Savannah, GA, 31408, are the owners of real property described as:

All that certain piece, parcel or lot of land, situate on Hilton Head Island, Beaufort County, South Carolina, and being described as “Lot 11” on a Plat prepared by O. L. Cloud, Surveyor, dated March 6, 1965, and which is recorded in the Office of The Register of Deeds for Beaufort County, South Carolina, in Plat Book 17 at Page 104 (the “Miller Property”).

(c) The Miller Property fronts on an unopened private right-of-way known as “Mingo Lane” which has never been improved for travel, and which crosses a marsh before its intersection with a State Highway known as “Marshland Road.” As a result of the

condition of Mingo Lane, there is no useable access to and from Marshland Road and no area for the installation of underground utilities.

(d) The Town intends that the Town property is will be improved with a paved roadway for the purpose of access to an adjacent property owned by the Town that will be developed as a park, and which will provide paved access to the Mingo Lane right-of-way.

(e) Robert Miller, Shirley M. Jenkins, and Janie Michael have requested an easement for access and utilities across the Town Property.

(f) The Town has previously granted easements for access and utilities to the owner of an adjacent parcel on Mingo Lane.

(g) The area of the underground utility easement is shown as “20’ Utility and Drainage Easement” and “New 10’ Utility Easement” on the Plat attached hereto as Exhibit “A.”

(h) Because the Town Property will be improved with a paved road that will, among other things, connect Mingo Lane with Marshland, and because the Town has previously establish an easement for the installation and maintenance of underground utilities on the Town Property, the Town finds that it is in the best interests of the Town to grant the requested easements.

Section 2. Authority to Grant Easements.

(a) The Mayor and Town Manager are authorized to execute and deliver the “Access and Utility Easement” to Robert Miller, Shirley M. Jenkins, and Janie Michael, in the form and substance as the document attached hereto as Exhibit “B.”

(b) The Mayor and Town Manager are authorized to take all other and further actions as may be necessary to complete the granting of the easements described in this Ordinance.

Section 3. 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 on the date of its adoption by the Town Council for the Town of Hilton Head Island, South Carolina.

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

THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA

Alan R. Perry, Mayor

ATTEST:

Kimberly Gammon, Town Clerk

APPROVED AS TO FORM:

Curtis L. Coltrane

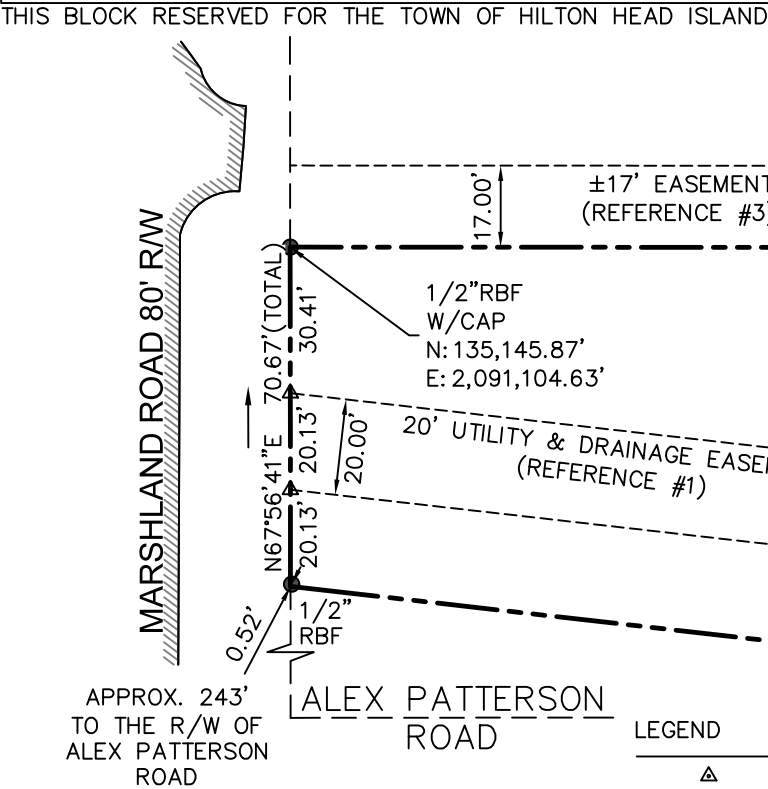
First Reading: _____

Second Reading: _____

INTRODUCED BY COUNCIL MEMBER: _____

EXHIBIT "A" TO ORDINANCE AUTHORIZING EXECUTION AND DELIVERY OF
EASEMENTS

THIS BLOCK RESERVED FOR THE TOWN OF HILTON HEAD ISLAND.



ATLAS
SURVEYING, INC.

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

NOTES

1. THIS PARCEL APPEARS TO LIE IN FLOOD ZONE AE(ELEV. 7'), COMMUNITY 450250, MAP NUMBER 45013C0454G.
2. BUILDING SETBACKS ARE TO BE DETERMINED BY THE PROPER AUTHORITIES, AND MUST BE VERIFIED PRIOR TO DESIGN & CONSTRUCTION.
3. HORIZONTAL DATUM IS SOUTH CAROLINA STATE PLANE GRID (NAD 83).
4. UNLESS ONE IS IDENTIFIED HEREON, NO TITLE PACKAGE PROVIDED PRIOR TO THE DATE SHOWN ON THIS SURVEY. ALL EASEMENTS AND APPURTENANCES AFFECTING THIS PROPERTY NOT NECESSARILY SHOWN.
5. SOME OR ALL AREAS ON THIS PLAT ARE FLOOD HAZARD AREAS AND HAVE BEEN IDENTIFIED AS HAVING AT LEAST A ONE PERCENT CHANCE OF BEING FLOODED IN ANY GIVEN YEAR BY RISING TIDAL WATERS ASSOCIATED WITH POSSIBLE HURRICANES. LOCAL REGULATIONS REQUIRE THAT CERTAIN FLOOD HAZARD PROTECTIVE MEASURES BE INCORPORATED IN THE DESIGN AND CONSTRUCTION OF STRUCTURES IN THESE DESIGNATED AREAS. REFERENCE SHALL BE MADE TO THE DEVELOPMENT COVENANTS AND RESTRICTIONS OF THIS DEVELOPMENT AND REQUIREMENTS OF THE TOWN BUILDING OFFICIAL. IN ADDITION, FEDERAL LAW REQUIRES MANDATORY PURCHASE OF FLOOD INSURANCE AS A PREREQUISITE TO FEDERALLY INSURED MORTGAGE FINANCING IN THESE DESIGNATED FLOOD HAZARD AREAS.

LOT 8
PIN:R510 008 000 013H 0000
DB:958 PG:2352

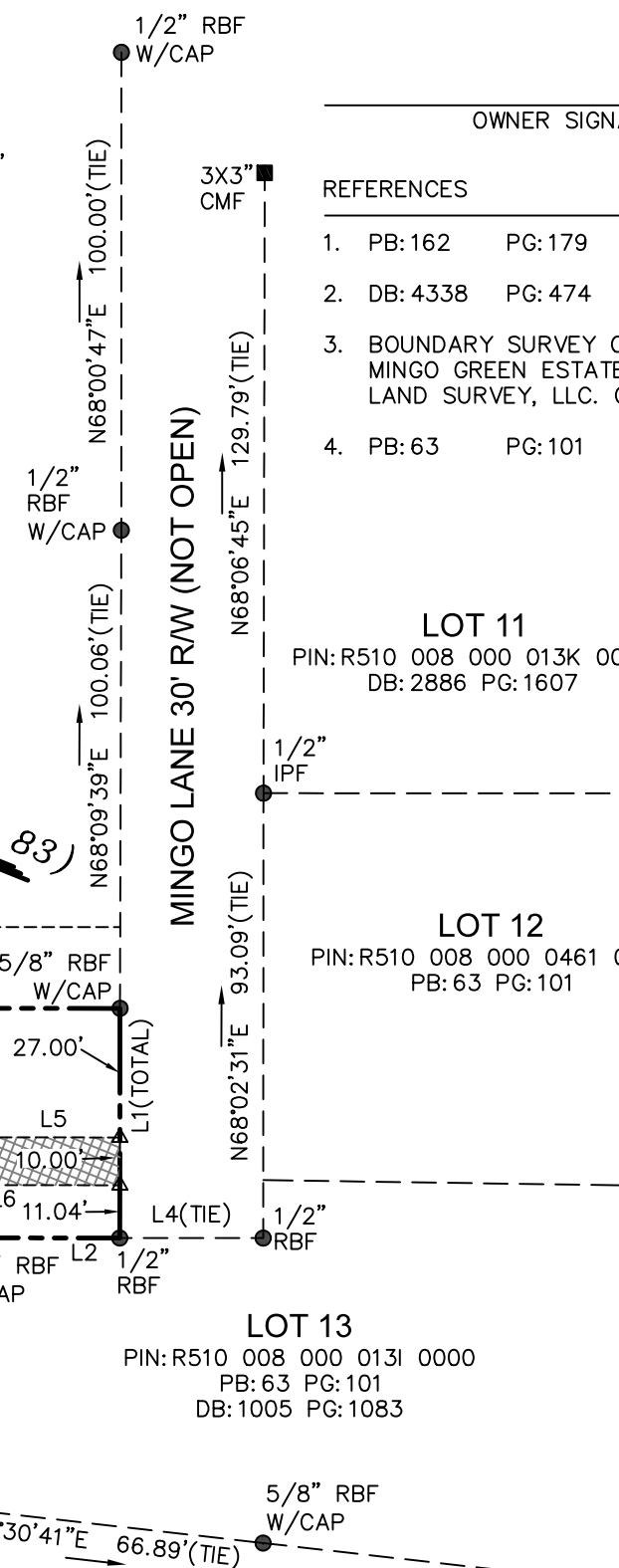
LOT 9
PIN:R510 008 000 0460 0000
27,371 S.F.
0.628 AC.

NEW 10' UTILITY EASEMENT

LINE TABLE				
LABEL	BEARING	DISTANCE		
L1	S68°02'18"W	48.04'		
L2	N21°57'42"W	30.00'		
L3	S47°02'18"W	25.12'		
L4	S21°57'42"E	30.00'		
L5	S21°58'16"E	33.76'		
L6	N21°58'16"W	33.81'		

CURVE TABLE					
LABEL	RADIUS	ARC	CHORD	CHORD BEARING	DELTA
C1	22.00'	18.70'	18.14'	N62°00'27"E	48°41'49"
C2	22.00'	23.98'	22.81'	S62°24'55"E	62°27'27"
C3	40.00'	56.08'	51.60'	S61°32'28"E	80°19'39"
C4	30.00'	41.44'	38.23'	N60°51'34"W	79°08'52"

- LEGEND
- ▲ CALC POINT - CORNER NOT SET
 - RBF ● IRON REBAR FOUND
 - CMF ■ CONC. MONUMENT FOUND
 - IPF ● IRON PIPE FOUND
 - NEW 10' UTILITY EASEMENT
 - EDGE OF PAVEMENT



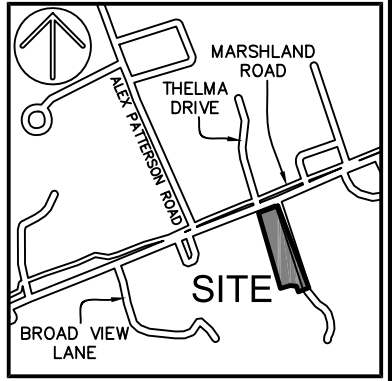
- REFERENCES
1. PB:162 PG:179
 2. DB:4338 PG:474
 3. BOUNDARY SURVEY OF LOTS 9, 12, & 13, MINGO GREEN ESTATES, BY SEA ISLAND LAND SURVEY, LLC. ON 03-15-2004.
 4. PB:63 PG:101

LOT 11
PIN:R510 008 000 013K 0000
DB:2886 PG:1607

LOT 12
PIN:R510 008 000 0461 0000
PB:63 PG:101

LOT 13
PIN:R510 008 000 013I 0000
PB:63 PG:101
DB:1005 PG:1083

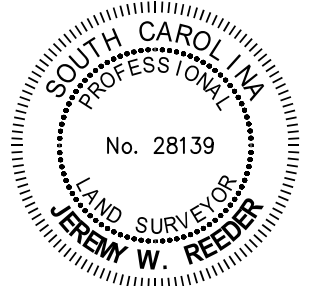
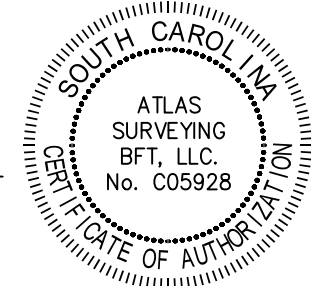
N/F
TOWN OF HILTON HEAD ISLAND SC
PIN:R510 008 000 008D 0000
PB:34 PG:18
DB:984 PG:1495



PREPARED FOR:
TOWN OF HILTON HEAD ISLAND
AN EASEMENT EXHIBIT OF
A NEW 10' UTILITY EASEMENT
LOT 9
#19 MARSHLAND ROAD
MINGO GREEN ESTATES

TAX PARCEL No.
R510 008 000 0460 0000
HILTON HEAD ISLAND
BEAUFORT COUNTY, SOUTH CAROLINA

FIELD WORK: JLG
FIELD CHECK: JWR
DRAWN BY: DTJ
FIELD DATE: 05-19-2023
PLAT DATE: 07-29-2025
SCALE: 1"=40'
PROJECT No.: BFT-23132
FILE: BFT-23132 EASE1.DWG



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 FOR A CLASS "A" SURVEY AS SPECIFIED THEREIN.

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

EXHIBIT "B" TO ORDINANCE AUTHORIZING EXECUTION AND DELIVERY OF
EASEMENTS

STATE OF SOUTH CAROLINA)
) ACCESS AND UTILITY
COUNTY OF BEAUFORT) EASEMENT AGREEMENT

This Access and Utility Easement Agreement (this “Easement”) is made and entered into by and between The Town of Hilton Head Island, South Carolina (the “Town”), whose address is 1 Town Center Court, Hilton Head Island, SC 29928, and Robert Miller, whose address is 173 Arbor Village Drive, Pooler, GA, 31322; Shirley M. Jenkins, whose address is 120 Overland Trail, Savannah, GA, 31419, and Janie Michael, whose address is 13 Fair Street, Savannah, GA, 31408 (herein, the “Grantees”).

WHEREAS, the Town is the owner of real property described as:

All that certain piece, parcel or lot of land, lying and being on Hilton Head Island, Beaufort County, South Carolina, and which is described as “Lot 9, Old Acreage 31,753 S.F., 0.729 AC, New Acreage 27,371 S.F. 0.63 AC,” on a Plat entitled “A Lot Line Reconfiguration of Lot 9 #19 Marshland Road Mingo Green Estates” prepared by Atlas Surveying, Inc., Jeremy W. Reeder, SCPLS 28139, dated April 22, 2024, and which is recorded in the Office of the Register of Deeds for Beaufort County, South Carolina, in Plat Book 163 at Page 179 (the “Town Property”).

WHEREAS, the Grantees are the owners of real property described as:

All that certain piece, parcel or lot of land, situate on Hilton Head Island, Beaufort County, South Carolina, and being described as "Lot 11" on a Plat prepared by O. L. Cloud, Surveyor, dated March 6, 1965, and which is recorded in the Office of The Register of Deeds for Beaufort County, South Carolina, in Plat Book 17 at Page 104 (the "Miller Property").

WHEREAS, this Easement was approved by the Town Council of the Town by way of the adoption of Ordinance No. 25-_____ on October ____, 2025;

NOW, THEREFORE, for and in consideration of the sum of Ten and no/100 (\$10.00) Dollars paid in hand by the Grantees to the Town, the receipt and sufficiency of

which is hereby acknowledged, and intending to be legally bound, the Town and the Grantees agree as follows:

1. Recitals. The above preamble and “WHEREAS” clauses are hereby incorporated as if restated verbatim.

2. The Access Easement. Subject to the terms, conditions, restrictions, and limitations set forth in this Easement, the Town hereby grants to the Grantees for the benefit of the Miller Property, a perpetual, appurtenant, non-exclusive easement for vehicular and pedestrian access (the “Access Easement”) on, over, and across the Town Property, as follows:

A. Nature and Purpose. The Access Easement is for the purpose of providing vehicular and pedestrian ingress to and egress from the right-of-way of Marshland Road, a public road, and the right of way known as “Mingo Lane.”

B. Terms, Conditions, and Restrictions. The Access Easement is for the use and benefit of the Grantees and their successors and assigns. The Access Easement is non-exclusive in nature, and the Town has the right to use the Town Property for any purposes; provided, however, that any such other use by the Town shall not unreasonably interfere with the exercise of the rights established in this Easement. Until the Town has completed the construction of an access road from Marshland Road to the adjacent Town Property and the Mingo Lane Right of Way substantially in conformance with the plan for the access road shown and depicted on that certain Concept Plan prepared by Witmer Jones Keefer Ltd. dated July 2023, attached hereto as Exhibit A (the “Concept Plan”), the Grantees shall be entitled to utilize those portions of Lot 9 as have historically been utilized for ingress to and egress from Mingo Lane. Upon the completion of the access road, the Access Easement shall be limited to those portions of the paved driving surface extending from the right-of-way of Marshland Road to Mingo Lane. The Town shall have the right from time to time to reconfigure or otherwise alter the design and layout of the paved driving surface on the Town Property, to relocate the Access Easement to other portions of the Town Property, and to reconstruct and modify the paved driving surface on the Town Property, all without the necessity of obtaining any approval from the Grantees; provided, however, any such reconfiguration or alteration of the design and layout of the paved driving surface on the Town Property, or any such relocation of the Access Easement shall not have material, adverse impacts upon physical access through the Town Property to and from the right-of-way of Marshland Road and Mingo Lane as contemplated by this Easement. No portion of the Access Easement may be used by the Grantees for vehicle parking.

C. Maintenance. The Access Easement, including the paved driving surface, shall be maintained by the Town; provided, however, that the Grantees shall be responsible for any act or omission of their own, or their tenants, and each of their respective employees, agents, contractors, subtenants, guests, patrons, or invitees that results in the need for extraordinary repairs or maintenance to any portion of the Access Easement, including the paved driving surface, and for all costs incurred in connection with such extraordinary repairs or maintenance.

3. The Utility Easement. Subject to the terms, conditions, restrictions, and limitations set forth in this Easement, the Town hereby grants, bargains, sells, and conveys to the Grantees for the benefit of the Miller Property, a perpetual, appurtenant, non-exclusive easement for the installation and maintenance of underground lines, wires, pipes and other facilities for water and sanitary sewer utility services, electrical utility services, telephone utility services, CATV and fiber optic utility services (collectively, the "Utility Easement") on, over, under and across that portion of the Town Property that is described as follows:

All that certain property described as "20' Utility and Drainage Easement and ""New 10' Utility Easement," on a Plat entitled ""A New 10' Utility Easement Lot 9 # 19 Marshland Road Mingo Green Estates," prepared by Atlas Surveying, Inc., Jeremy W. Reeder, SCPLS 28139, dated July 29, 2025, and recorded in the Office of The Register of Deeds for Beaufort County, South Carolina, in Plat Book ___ at Page ___.

A. Nature and Purpose. The Utility Easement is for the purpose of providing water and sanitary sewer utility services, electrical utility services, telephone utility services, CATV and fiber optic utility services from the right-of-way of Marshland Road to the Miller Property.

B. Terms, Conditions, and Restrictions. The use of the Utility Easement shall be limited to the installation of utility services lines, wires, and pipes, where such lines, wires, and pipes are located from time to time, and includes the right to reconstruct, maintain, and operate existing underground lines, wires, pipes, pumps, valves, and other improvements necessary in order to provide utility services to the Miller Property from the right-of-way of Marshland Road, but only to the extent that any such connections are approved in writing by the applicable utility service provider.

C. Maintenance. The Grantees shall be solely responsible for the cost of installation, construction, maintenance, repair, or replacement of any utility facilities installed within the Utility Easement Area by him.

D. Duty to Restore. Following the installation or construction of any utilities allowed under the terms and conditions of this Easement, or the maintenance, repair, or replacement of any such utilities, the Grantees, at their cost, shall restore any part of the Town's property or facilities damaged by such installation, construction, maintenance, repair, or replacement of such utilities, to its pre-existing condition.

A. Additional General Terms, Conditions, and Restrictions. Non-exclusive Easements. All of the easements granted herein are non-exclusive in nature, and the Town reserves the right to use any and all portions of the Town Property, including, without limitation, the portions of the Town Property that are subject to the easements granted herein, as it may deem appropriate in its sole discretion, and to grant other easements of any nature on, over, or across any and all portions of the Town Property; *provided, however*, any such use shall not unreasonably interfere with the exercise of the easements and rights established in this Easement.

B. Breach Not Termination; Attorney's Fees. No breach or violation of any of the provisions of this Easement shall entitle any party to cancel, rescind, or terminate this Easement. No breach or forbearance of remedies shall affect in any manner any rights or remedies any party may have under this Easement, and each party retains all rights at law and in equity, except as otherwise provided for herein. If any party undertakes legal action to enforce any right or remedy under this Easement, the prevailing party in any such action, suit, arbitration, or mediation shall be entitled to recover its reasonable costs and expenses in connection with such legal action and related appeal, including, but not limited to, court costs and reasonable attorney's fees.

4. Miscellaneous. This Easement shall be binding upon and shall inure to the benefit of the parties hereto, their respective heirs, successors, and assigns. In the event any provision hereof is held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of any other provisions hereof. This Easement may not be modified except by written modification executed by the Parties. This Easement shall be construed, governed, and interpreted in accordance with the laws of the State of South Carolina.

[Signature pages follow]

Witness the hand and seal of the duly authorized officers of the Town of Hilton
Head Island, South Carolina, on this ___ day of October, 2025

WITNESSES:

THE TOWN OF HILTON HEAD
ISLAND, SOUTH CAROLINA

Print Witnesses' Name

By: _____
Alan R. Perry
Its: Mayor

Print Witnesses' Name

By: _____
Marc A. Orlando
Its: Town Manager

STATE OF SOUTH CAROLINA)
COUNTY OF BEAUFORT)

UNIFORM ACKNOWLEDGMENT

The undersigned Notary Public does hereby certify that Alan R. Perry, Mayor and
Marc A. Orlando, Town Manager personally appeared before me this day and
acknowledged the due execution of this Access and Utility Easement Agreement.

Sworn to before me on this ____
Day of October, 2025

Notary Public for South Carolina
My Commission Expires:

Witness the hand and seal of Robert Miller on this ____ day of October, 2025.

WITNESSES:

By: _____
Robert Miller

Print Witnesses' Name

Print Witnesses' Name

STATE OF GEORGIA	)	
	)	UNIFORM ACKNOWLEDGMENT
COUNTY OF CHATHAM	)	

The undersigned Notary Public does hereby certify that Robert Miller personally appeared before me this day and acknowledged the due execution of this Access and Utility Easement Agreement.

Sworn to before me on this ____
Day of October, 2025

Notary Public for Georgia
My Commission Expires:

Witness the hand and seal of Shirley M. Jenkins on this ____ day of October, 2025.

WITNESSES:

By: _____
Shirley M. Jenkins

Print Witnesses' Name

Print Witnesses' Name

STATE OF GEORGIA)
) UNIFORM ACKNOWLEDGMENT
COUNTY OF CHATHAM)

The undersigned Notary Public does hereby certify that Shirley M. Jenkins personally appeared before me this day and acknowledged the due execution of this Access and Utility Easement Agreement.

Sworn to before me on this _____
Day of October, 2025

Notary Public for Georgia
My Commission Expires:

Witness the hand and seal of Janie Michael on this ____ day of October, 2025.

WITNESSES:

By: _____
Janie Michael

Print Witnesses' Name

Print Witnesses' Name

STATE OF GEORGIA	)	
	)	UNIFORM ACKNOWLEDGMENT
COUNTY OF CHATHAM	)	

The undersigned Notary Public does hereby certify that Janie Michael personally appeared before me this day and acknowledged the due execution of this Access and Utility Easement Agreement.

Sworn to before me on this ____
Day of October, 2025

Notary Public for Georgia
My Commission Expires:



TOWN OF HILTON HEAD ISLAND

Town Council

TO: Town Council
FROM: Shawn Leininger, AICP, Deputy Town Manager
CC: Marc Orlando, ICMA-CM, Town Manager
DATE: September 16, 2025
SUBJECT: Consideration of a Resolution Establishing the Land Management Ordinance Task Force

RECOMMENDATION:

Town Council consider a Resolution establishing the Land Management Ordinance (LMO) Task Force.

BACKGROUND:

Town Council has identified the update of the Land Management Ordinance (LMO) as a priority action item within its most recent Strategic Action Plans. In the adopted 2026–2028 Strategic Action Plan, Goal #1 is to “Protect Island Character Through Managing Growth.” To achieve this goal, Council established the following strategy:

“Advance a coordinated, long-term approach to managing growth by implementing a comprehensive growth management framework. This strategy will align land use regulations, planning tools, land acquisition efforts, and capital improvement program investments to preserve Hilton Head Island’s distinctive identity while supporting sustainable development and protecting the Island’s natural and cultural resources.”

Eleven action items support this strategy. Of relevance to the proposed LMO Task Force are:

1. “Action Item 1.5: Update the Design Guide and align it with the updated LMO.
2. Action Item 1.6: Update the LMO to align with District Plans and the Comprehensive Plan.”

As part of these actions, Town staff have initiated a comprehensive review and update of the LMO to ensure it reflects evolving community needs, responds to changing development patterns, and incorporates best practices in modern land use regulation.

Given the complexity of the LMO and its role in shaping growth, transparency and broad stakeholder participation are essential. As such, it is a best practice strategy to establish

a group of stakeholders representing a diverse set of stakeholder interests and inputs into zoning, subdivision, and development standards. Establishing a Land Management Task Force will provide a structured forum for community members, technical experts, and other stakeholders to contribute their knowledge and perspectives. The task force will make recommendations to Town staff, the Planning Commission, and Town Council, ensuring that ordinance revisions strike a balance between community character, economic vitality, and environmental stewardship.

SUMMARY:

The attached resolution formally establishes the Land Management Ordinance Task Force.

Composition. The Task Force will be composed of a wide range of representatives, including:

1. Three (3) members of Town Council;
2. Chairpersons (4) of the Planning Commission, Design Review Board, Gullah Geechee Historic Neighborhoods Community Development Corporation, and the Gullah Geechee Land & Cultural Preservation Task Force;
3. Representatives (6) from:
 - a. Hilton Head-Bluffton Chamber of Commerce;
 - b. Hilton Head Area Home Builders Association;
 - c. Hilton Head Area Realtors;
 - d. Short-Term Rental industry;
 - e. Hospitality industry; and
 - f. Workforce Housing sector;
4. Three (3) general managers (or equivalent positions) representing Hilton Head's planned developments and resorts (selected from a defined list of communities);
5. Five (5) residents of Hilton Head Island, with one selected by each member of Town Council (including the Mayor); and
6. The Town Manager and Deputy Town Manager will serve as ex-officio, non-voting members.
7. No alternates will be appointed.

Roles & Responsibilities. The LMO Task Force will have the following roles and responsibilities:

1. A chairperson and vice-chairperson will be selected by Town Council from the Town Council members of the task force;
2. Review draft regulations relating to land use, zoning, subdivision, development, design, and other provisions of the LMO; and
3. Provide recommendations by majority vote to Town staff, the Planning Commission, and Town Council by majority vote.

Procedures. The LMO Task Force shall utilize the following procedures:

1. Conduct meetings in accordance with Town rules and procedures and Robert's Rules of Order;
2. All meetings will be publicly noticed, open to the public, and structured to allow for community input;
3. A quorum will be defined as 50% plus one of the total Task Force membership.
4. All official actions require a majority vote of members present and voting.
5. The Task Force will automatically disband upon adoption of the updated LMO by Town Council.

ATTACHMENT:

1. Resolution

TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA

A RESOLUTION BY THE TOWN COUNCIL OF THE TOWN OF HILTON HEAD ISLAND, AUTHORIZING THE CREATION AND APPOINTMENT OF A LAND MANAGEMENT ORDINANCE TASK FORCE.

WHEREAS, the Town Council of Hilton Head Island identified the update of the Land Management Ordinance as a priority action item in their Strategic Action Plans; and

WHEREAS, the Town of Hilton Head Island's current Land Management Ordinance requires comprehensive review and updating to address evolving community needs, development patterns and regulatory best practices; and

WHEREAS, the complexity and interconnected nature of land use regulations necessitate specialized expertise and stakeholder input to ensure effective ordinance revisions; and

WHEREAS, community input and transparency are essential components of effective land use planning and regulatory development; and

WHEREAS, coordination between the Town and external stakeholders is necessary to ensure comprehensive and internally consistent ordinance revisions; and

WHEREAS, to assist in reviewing the updated Land Management Ordinance, Town Council desires to create and appoint the Land Management Ordinance Task Force; and

WHEREAS, the qualifications, responsibilities, and manner of appointment of the Land Management Task Force members are set forth in this Resolution.

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

1. The Land Management Ordinance Task Force is hereby created, and its membership shall consist of the following:

- a. Three (3) members of Town Council;
- b. Planning Commission Chairperson;
- c. Design Review Board Chairperson;
- d. Gullah Geechee Historic Neighborhoods Community Development Corporation Chairperson;
- e. Gullah Geechee Land & Cultural Preservation Task Force Chairperson;
- f. Hilton Head-Bluffton Chamber of Commerce representative;
- g. Hilton Head Area Home Builders Association representative;
- h. Hilton Head Area Realtors representative;
- i. Three (3) General Managers (or equivalent position) selected from:
 - i. Hilton Head Plantation,
 - ii. Indigo Run,
 - iii. Long Cove Club,
 - iv. Palmetto Dunes Resort,
 - v. Palmetto Hall Plantation,
 - vi. Port Royal Plantation,
 - vii. Sea Pines Plantation,
 - viii. Shipyard Plantation,
 - ix. Spanish Wells Plantation, and
 - x. Wexford Plantation;
- j. Short-Term Rental Industry representative;
- k. Hospitality Industry representative;
- l. Workforce Housing representative; and

- m. Five (5) residents of Hilton Head Island.
- 2. The Town Manager and the Deputy Town Manager shall be ex-officio, non-voting members.
- 3. No alternate members shall be appointed.
- 4. The Land Management Ordinance Task Force will, by majority vote, review and make recommendations to Town staff, the Planning Commission, and Town Council related to regulations governing land use, zoning, subdivision, development, design, and other matters related to the update of the Land Management Ordinance. These recommendations will generally focus on: (a) ordinance organization and usability; (b) land use and zoning districts; (c) subdivision and infrastructure standards; (d) development procedures and public notice; and (e) design and site development standards; and (f) alignment with the Comprehensive Plan, state law, and adopted policy goals.
- 5. Town Council shall select and designate a Chairperson and Vice-Chairperson from among the Town Council members of the Task Force.
- 6. All meetings of the Land Management Task Force shall be noticed in accordance with the S. C. Freedom of Information Act [S. C. Code Ann. § 30-4-10, *et seq.* (Supp. 2025)] and § 2-5-15, *Municipal Code of the Town of Hilton Head Island, South Carolina* (1983) and are public meetings. A minimum of fifty percent (50%) plus one (1) of the total members of the Land Management Task Force shall constitute a quorum for the purpose of convening any meeting. An affirmative vote of a majority of the members present and voting at any meeting is required for any action to be taken by the Land Management Task Force.

7. Meetings of The Land Management Task Force will be conducted under Robert's Rules of Order. The Chairperson shall be the parliamentarian and shall decide all questions regarding procedure and order.
8. The Land Management Task Force will automatically disband when the updated Land Management Ordinance as contemplated herein is adopted by Town Council.

MOVED, APPROVED, AND ADOPTED ON THIS ____ DAY OF _____, 2025.

TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA

Alan R. Perry, Mayor

ATTEST:

Kimberly Gammon, Town Clerk

APPROVED AS TO FORM:

Curtis L. Coltrane, Town Attorney



TOWN OF HILTON HEAD ISLAND

Town Council

TO: Town Council
FROM: Shawn Leininger, Deputy Town Manager
CC: Marc Orlando, Town Manager
Curtis Coltrane, Town Attorney
DATE: September 16, 2025
SUBJECT: Discussion of a Potential Temporary Moratorium for the Acceptance and Processing of Applications Related to Short-Term Rentals, Timeshares / Interval Occupancies, and Major Subdivisions

RECOMMENDATION:

As requested by Town Council, provide direction regarding a potential temporary moratorium for the acceptance and processing of applications related to short-term rentals, timeshares / interval occupancies (timeshares), and major subdivisions.

BACKGROUND:

Town Council identified the assessment of a temporary moratorium as a priority action item within the adopted 2026–2028 Strategic Action Plan. Specifically, Goal #1 is to “Protect Island Character Through Managing Growth.” To achieve this goal, Town Council established the following strategy:

“Advance a coordinated, long-term approach to managing growth by implementing a comprehensive growth management framework. This strategy will align land use regulations, planning tools, land acquisition efforts, and capital improvement program investments to preserve Hilton Head Island’s distinctive identity while supporting sustainable development and protecting the Island’s natural and cultural resources.”

Eleven action items support this strategy. Of relevance to a temporary moratorium, Action Item 1.1 states, “Assess adoption of a moratorium limited in time and limited to the following uses:

- Timeshares / Interval Occupancy
- Short-term Rentals
- Major Subdivisions.”

A temporary moratorium on the processing and approval of applications related to short-term rentals, timeshares, and major subdivisions is a tool that does not represent a permanent prohibition, but rather a limited pause. Such a pause allows for review of whether current licensing, zoning, subdivision, design, and other land management regulations are adequate to address development pressures and prepare updated policies without the risk of incompatible projects advancing under outdated standards. Reasons for considering such a moratorium include:

1. *Preventing Preemptive Applications.* In the absence of a moratorium, applicants may seek to submit projects before new regulations are enacted, thereby securing vested rights that could undermine the Town's long-term objectives. A moratorium helps ensure that future approvals are consistent with forthcoming policies rather than prior rules.
2. *Managing Impacts on Community Character.* Short-term rentals and timeshares can alter neighborhood livability, housing availability, and the overall sense of community. Large subdivisions can also affect traffic patterns, stormwater systems, and service capacity. Additionally, subdivision patterns and designs that are not compatible with existing development patterns impact the sense of place and character of the community. A pause allows the Town to study these impacts comprehensively and adopt regulations that protect the Island's character and quality of life.
3. *Aligning Growth with Infrastructure and Services.* Tourism-related accommodations and new subdivisions have the potential to outpace the Town's infrastructure and public services. A moratorium gives the Town time to assess road, utility, and emergency service capacity to ensure that growth proceeds in a responsible and sustainable manner.
4. *Facilitating Public Engagement and Legal Clarity.* A moratorium allows space for public engagement, providing residents and stakeholders the opportunity to participate meaningfully in shaping the Town's policies.

This memorandum provides relevant data and information related to short-term rentals, timeshares, and major subdivisions to assist Town Council in direction setting and decision making. Further, if Town Council determines whether a temporary moratorium is necessary to address any or all of the listed uses and their impacts, this memorandum provides an assessment and suggested process for consideration of a temporary moratorium.

DATA & INFORMATION:

Over the past several years the Town of Hilton Head Island has experienced significant changes resulting in the following impacts:

1. Since 2020, the average daily traffic entering and exiting the island has increased over 11%.
2. The estimated number of short-term rentals on the island has increased nearly 133% since 2020.
3. The cost of for sale housing has increased over 75% since 2020.
4. The number of new dwelling units has increased nearly 4%.
5. Since 2023, 172 new timeshare units have been approved.

The overall residential composition of the community in terms of owner-occupied units and vacation/ rental units continues to evolve since the COVID pandemic. In South Carolina, residential property tax rates are based on whether a property is owner-occupied as the primary residence or not. Owner-occupied, primary residence properties are assessed at a rate of 4% versus all other properties assessed at 6%. In the town of Hilton Head Island, the number of 4% versus 6% residential properties from 2019-2024 are shown below.

Assessment	2019	2020	2021	2022	2023	2024
4%	12,815	12,954	13,064	13,169	13,279	13,362
6%	20,514	20,596	20,654	20,717	20,807	20,882
Total	33,329	33,550	33,718	33,886	34,086	34,244

While both the 4% and 6% units have been increasing during this period, the composition of the Island housing has become slightly more owner-occupied, primary resident (4%) based. From 2019 to 2024, the percentage of 4% properties that comprise the Island has increased from 38.45% to 39.02% (+0.57%) and the percentage of 6% properties has decreased from 61.55% to 60.98% (-0.57%). The table below shows these changes in 4% vs 6% composition.

Assessment	2019	2020	2021	2022	2023	2024
% Units 4%	38.45%	38.61%	38.74%	38.86%	38.96%	39.02%
% Units 6%	61.55%	61.39%	61.26%	61.14%	61.04%	60.98%
Total	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

The numerical year-over-year changes in 4% and 6% units are depicted below.

Assessment	2019	2020	2021	2022	2023	2024	2019-2024
Change 4%	-	139	110	105	110	83	547
Change 6%	-	82	58	63	90	75	368
Total	-	221	168	168	200	158	915

Short-Term Rentals

Short-term rentals are not regulated as a use by the Land Management Ordinance (LMO). Rather any residential property that is rented for a period less than thirty (30) days is required to obtain a short-term rental license and business license.

Short-term rental licenses expire each year on December 31. Renewals are submitted each year from November 1 through December 31. License applications for new short-term rentals are received throughout the year and are subject to the same expiration and renewal requirements regardless of when the application is submitted. Business licenses follow a similar application and renewal process with licenses expiring on April 30 of each year and renewals occurring January 1 through April 30.

Since 2020, short-term rentals have increased from nearly 3,000 units to 7,042 currently licensed units. Below are key data pertaining to the current status of short-term rentals, including financial information requested by members of Town Council. Unless otherwise noted in the title, data is January 1 thru September 1, 2025.

Summary of Key Permit Data

Number of Bedrooms	Number of Permits	% of Total Permits	Average Square Feet	Maximum Occupancy	Average Occupancy	Number 3,600 Square Feet or Greater
Studio	6	0.09%	432	4	3	0
1	1,012	14.37%	639	7	4	0
2	2,985	42.39%	1,125	12	6	1
3	1,423	20.21%	1,742	14	8	1
4	735	10.44%	2,365	18	10	54
5	406	5.77%	3,522	30	14	164
6	310	4.40%	4,253	28	18	208
7	127	1.80%	4,996	30	19	116
8	26	0.37%	5,337	32	23	23
9	7	0.10%	6,088	28	22	7
10	5	0.07%	5,662	34	24	4
Total	7,042	100.00%	-	-	-	578

Short-Term Rentals by Property Type

Property Type	Number	% of Total
Single Family Residence	1,989	28.24%
Villas/ Condos	5,053	71.76%
Total	7,042	100.00%

Short-Term Rentals by Neighborhood

Neighborhood	Number	% of Total
Forest Beach	1,811	25.72%
Sea Pines	1,708	24.25%
Palmetto Dunes	1,409	20.01%
Folly Field	991	14.07%
Shipyard	464	6.59%
All Other Neighborhoods	659	9.36%
Total	7,042	100.00%

Short-Term Rentals by Zoning District

Zoning District	Number	% of Total
PD-1	3,733	53.01%
RD	2,338	33.20%
RSF-5	394	5.60%
RM-8	389	5.52%
All Other Districts	188	2.67%
Total	7,042	100.00%

Year to August 1 Short-Term Rental Code Enforcement Activity

Issue	Verbal	Written	Admin Citation	Municipal Citation	Total
Trash	7	0	0	0	7
Noise	75	1	0	0	76
Parking	53	4	3	0	60
Permit	1	3	0	0	4
Total	136	8	3	0	147

**Previous 12 Months Fire and EMS
Calls to Short-Term Rentals**

Call Type	Number
EMS	348
Fire Alarm Activations	361
Fire	9
Other (i.e., public service, canceled, no incident)	82
Total	800

**Previous 12 Months Fire and EMS
Calls to Short-Term Rentals - Location**

Location	Number
Sea Pines	177
Palmetto Dunes	121
Shipyard	58
Port Royal	31
Other	413
Total	800

FY2025 Short-Term Rentals Local Taxes & Fees

Local Taxes & Fees	Amount
Local 1% ATAX	\$3,678,427
Local 2% ATAX - Beach Preservation	\$7,356,854
STR Permit Fees	\$1,882,500
Business License Tax	\$1,231,203
Total	\$14,148,984

FY2025 Short-Term Rentals State & County Taxes

State & County Taxes	Amount
1% Beaufort County Green Space Tax	\$3,678,427
2% State ATAX	\$7,356,854
5% State Sales Tax	\$18,392,134
Total	\$29,427,415

FY2025 Short-Term Rental Property Management

STR Property Management Companies	Total
Number of Business Licenses	133
Business License Tax	\$329,703

Timeshares

Timeshares are regulated as a land use in the LMO (defined as interval occupancy). As such, timeshares are only permitted in the Coligny Resort (CR) District, Mitchelville (MV) District, Resort Development (RD) District, Waterfront Mixed Use (WMU) District and Planned Development (PD-1) District.

Below are key data pertaining to timeshare / interval occupancy units, including financial information previously requested by members of Town Council.

Timeshare Unit Data

Timeshare Data	Number
Number of Timeshare Units (estimate)	3,172
Timeshare STR Advertisements on GovOS	1,172
Individual Owners with Business Licenses	110

FY2025 Timeshare Local Taxes

Local Taxes	Amount
Local 1% ATAX	\$209,862
Local 2% ATAX - Beach Preservation	\$419,724
Business License Tax	\$10,770

FY2025 Timeshare State & County Taxes

State & County Taxes	Amount
1% Beaufort County Green Space Tax	\$209,862
2% State ATAX	\$419,724
5% State Sales Tax	\$1,049,310
Total	\$1,678,896

FY2025 Timeshare Property Management

Timeshare Property Management Companies	Total
Number of Business Licenses	11
Business License Tax	\$55,240

Major Subdivisions

Major subdivisions are considered the subdivision of any land into more than five (5) lots. Applications for major subdivisions are subject to review and approval by the LMO Official through a public review meeting with the Planning Commission. Below are key data pertaining to major subdivisions approved 2020 through today.

Major Subdivision Approvals 2020-2025

Major Subdivision Name	Date Approved	Number of Lots
Waterway Gardens	2021	12
Bailey's Cove	2021	147
Cottages at Leg O'Mutton	2023	19
Sandy Oaks	2024	22
Total	-	200

SUMMARY:

Legal Framework

South Carolina law grants municipalities broad authority under Home Rule and police powers to protect public health, safety, and welfare. A temporary moratorium may be adopted provided it meets the following legal standards:

1. It must be of limited duration (commonly 180 to 365 days);
2. It must be narrowly tailored in scope to serve a specific and legitimate public purpose;
3. It must be supported by findings of fact; and,
4. The municipality must actively study or develop policy during the moratorium period.

Relevant Legal Authorities

1. SC Constitution Article VIII – Local Government Powers;
2. SC Code § 6-29-760 – Zoning ordinance amendments and procedures;
3. SC Code Title 5, Chapter 7 – Powers of municipal governments; and,
4. South Carolina case law generally supports moratoria when adopted with adequate findings and due process.

The Town Attorney has confirmed that, with proper documentation and findings, such a moratorium is legally defensible, provided vested rights are protected and public purpose is well established.

Legal and Policy Considerations

1. Affected applications must be clearly defined.
2. The Town must avoid interfering with any vested rights, issued licenses, or approved developments already underway.
3. Each temporary moratorium must include clear findings of fact and a plan of action to be completed during the temporary suspension period.

Critical Path

Should Town Council decide a temporary moratorium is necessary, below is a critical path to develop and consider an ordinance establishing a temporary moratorium.

Step	Task	Lead
1	Define scope; inventory pending permits; initial legal review	Town Manager, Town Attorney, Planning, Finance

2	Finalize legal findings and enabling ordinance	Town Attorney, Planning, Finance
3	Town Council first reading and public hearing	Town Council
4	Second reading and final adoption of temporary moratorium ordinance	Town Council

Deliverables During Moratorium Period

If adopted, Town staff will analyze and develop for Town Council consideration regulations, policies, and programs necessary to address the impacts associated with the uses subject to the temporary moratorium.

ATTACHMENTS:

N/A