



Town of Hilton Head Island  
COMMUNITY DEVELOPMENT AND PUBLIC  
SERVICES COMMITTEE MEETING  
Monday, September 15, 2025, 10:00 AM  
Minutes

Call to Order

Chair Becker called the meeting to order at 10:00 a.m.

Council Members present: Tammy Becker, Chair, Ward 4; Steve DeSimone, Ward 3; Steve Alfred, Ward 5

Council Members present not voting: Patsy Brison, Ward 2; Melinda Tunner, Ward 6

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

Adoption of the Agenda

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

Approval of the Minutes

Regular Meeting Minutes of July 21, 2025

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

Public Comment - Non Agenda Items

**Mike Flashbird** addressed Council regarding parking in the Holiday Homes neighborhood and stated he did not want parking restrictions for residents.

**Dave Ferguson** addressed Council regarding the Strategic Plan stating there are too many goals. He stated it is a "Strategic Distraction" and Town officials are just "kicking the can down the road". He encouraged citizens to become more engaged.

New Business

Discussion Regarding Short-Term Rental Regulations - Shawn Leininger, Deputy Town Manager

Mr. Leininger explained that on February 18, 2025, Town Council reviewed first reading of an Ordinance amending Chapter 10-2 Short-Term Rentals of the Municipal Code to add additional

requirements for occupancy, fire and safety alarms and equipment, parking of vehicles, enforcement, fines, definitions and other text amendments, and providing for severability and an effective date.

Following review, a motion by Town Council to approve first reading and advance the amendments to second reading failed (3-4). Town Council requested the discussion related to this topic continue at a later date.

He explained today meeting is to continue the discussion regarding potential amendments to short-term rental regulations. He stated short-term rental regulations generally include the following best practice considerations:

1. Enforcement, Fines & Penalties
2. Inspection Requirements
3. Parking Requirements
4. Noise Limits & Restrictions
5. Trash Service Requirements
6. Fire & Life Safety Requirements
7. Occupancy Limits
8. Location Restrictions
9. Permit Caps

He reviewed current data related to short-term rentals, including financial data as requested by Council.

Members of the committee held discussion and Chair Becker asked for public comment.

**Ginny Jackson** addressed the Committee regarding the impact of a consideration of a moratorium stating clients have halted searches for home over concern with what would be done.

**Jocelyn Staigar** addressed the Committee stating short-term rentals are a vital part of the Island's economy and as a representative of the Hilton Head Island Realtors Association they are against any type of moratorium. She stated there were less than 21 short-term rental complaints filed this year. She added that short-term rentals also help keep businesses open.

**Angie Hutchins** addressed the Committee in opposition to a moratorium, stating owners have rights and the Town should not enact a moratorium.

**Beth Petro** addressed the Committee in opposition to a moratorium, stating the Town should address enforcement of the short-term rental regulations.

**Corey Wenzel** addressed the Committee in opposition to a moratorium, stating it is the worst thing you could do to the real estate business here on the Island.

Committee members answered questions, held discussions and made comments with each

person that addressed Council. Chair Becker opened the public comment period to all who were present even if they did not sign up. Committee members held an open forum of discussion with those present and included Council Members Brison and Tunner. All comments and discussions are included in the recording and transcript for this meeting. (Link provided at the end of the minutes)

Overall, the direction of the Committee was to forward the short-term rental (STR) amendments proposed in February unless otherwise modified by recommendations that follow and bring them back to the Committee for review.

1. Permit Cap
  - a. For future discussion
2. Location Restrictions
  - a. Separate commercial vs residential STRs - for future discussion
3. Parking
  - a. Max parking of 6 spaces
  - b. Counted outside only – garage spaces must be shown but not counted against the max
4. Occupancy
  - a. 2 per bed plus 2 per unit
  - b. 2 per studio
  - c. Max 18 regardless of bedrooms
5. Inspections
  - a. All new and previously uninspected licenses must be inspected
  - b. Regular interval thereafter – interval TBD
6. Permits
  - a. Include floorplan with
    - i. Bedrooms / beds noted
    - ii. Location of safety related devices
  - b. Include fire escape plan
  - c. Include proposed advertisement
  - d. Include POA/HOA approval letter
  - e. Examine insurance requirements – type and amount
7. Trash Requirements
  - a. Require proof of trash service at time of permit
  - b. Require minimum interval of collection – TBD but more than once per week
8. Noise Restriction
  - a. Require outdoor media to be screened from view
9. Fire & Life Safety
  - a. Requirements from February regarding automatic, monitored smoke detection / alarms, manual fire alarms, and exterior gas grill shut offs carry forward without changes
  - b. Require fire escape plan to be posted
  - c. Fire escape ladders to be required for bedrooms above certain elevation / floor
  - d. Propane detectors be required when propane stove / oven are present
10. Suspension / Revocation
  - a. No changes proposed – examine to ensure accuracy with balance of edits

11. Fees
  - a. Flat rate fee versus scaled fee
  - b. \$1,000 - \$2,500
12. Rental Timing
  - a. Proposal to set minimum rental interval to two weeks – for future discussion

The workshop adjourned at 2:01 p.m.

Adjournment

**The full recording and a transcript of this meeting can be found on the Town's website at [www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov)**