



Town of Hilton Head Island
TOWN COUNCIL MEETING - REVISED
AGENDA
Tuesday, April 7, 2026, 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; Steve DeSimone, Ward 3; Tammy Becker, Ward 4; Steve Alfred, Ward 5; Melinda Tunner, Ward 6

Not present: Council Member Patsy Brison, Ward 2

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

Pledge to the Flag

Invocation – Dr. Arthur Evans, Sr., St. James Baptist Church

Dr. Arthur Evans, Sr., of St. James Baptist Church delivered the Invocation.

Adoption of the Agenda

Mr. Alfred moved to approve. Ms. Becker seconded. Motion carried 6-0.

Approval of the Minutes

Regular Meeting Minutes of March 10, 2026

Mr. Alfred moved to approve. Ms. Becker seconded. Motion carried 6-0.

Special Meeting Minutes of March 26, 2026

Mr. Alfred moved to approve. Ms. Becker seconded. Motion carried 6-0.

Presentations and Recognitions

Report of the Town Manager

Mr. Orlando began by thanking the members of the LMO Task Force and community members who have taken the time to participate in meetings and stated that the LMO Task Force is continuing to make steady progress. He reminded everyone that the meetings are broadcast on the Beaufort County Channel and are available on the Town's YouTube page.

Next, Mr. Orlando provided updates on the following capital projects: Muddy Creek and Bryant Road; Northpoint on Jarvis Creek; Mitchelville Road; Historic Mitchelville Freedom Park; Coligny Circle Pocket Park; Taylor Family Park; Patterson Family Park; Crossings Park Phase I Pickleball Complex; Bristol Sports Arena Phase II; Beach Renourishment; and Pine Island Beach.

Mr. Orlando reminded everyone that RBC Heritage began the week of April 13th and noted that Heritage and Hilton Head Island were recently named and recognized by the PGA Tour with the Best of Award for "Most Fan First Event" and The Hilton Head Island Deep Well Project was named the 2025 PGA Tour Charity of the Year. Additionally, the Gullah Geechee Historic Neighborhood Community Development Corp. was included in the RBC Heritage as a charitable option in the 2026 Birdies for Charity program.

Mr. Orlando recognized and congratulated Hilton Head Island Fire Rescue members, Senior Firefighter Steven Clark, who was named Firefighter of the Year and Senior Firefighter Paramedic, Kiefer McBurney, named EMT of the Year, by the Rotary Club of Hilton Head Island. He congratulated the Hilton Head Island Firefighters Association for earning First Place in the Judge's Choice category of the Hilton Head Island WingFest.

Finally, Mr. Orlando talked about the Town's hosting of approximately 40 students from Hilton Head Preparatory School, who came to Town Hall to learn about local government economics and the challenges and opportunities that the Town manages every day. He thanked Hilton Head Preparatory School, the students of Hilton Head Preparatory School and his team for a successful visit to Town Hall.

Recognition of Mayor's Honored Islanders Recipients - Mayor Alan Perry

The Mayor's Honored Islander Award recognizes Hilton Head Island residents whose steady volunteerism and good deeds enrich the Island community, bolster community organizations that depend on in-kind, hands-on support, and help uplift their fellow mankind. The recipients were Dr. William Bilek, Linda Ferguson, Don Hendrickson, Bernie Riedel and Chris Shively.

Beaufort County School District Character Education Student of the Month - Mayor Alan Perry

Mayor Perry recognized and congratulated Wrenly Yount, from Daufuskie Island Elementary School, who was selected as a Beaufort County School District Character Education Student of the Month for character traits, honesty and integrity.

Child Abuse Prevention Awareness Month Proclamation - Mayor Alan Perry

Meagan Buss, of the Child Abuse Prevention Association and Richard Hammes, of Hopeful Horizons, were present to accept the proclamation recognizing Child Abuse Prevention Awareness Month.

Fair Housing Month Proclamation - Mayor Alan Perry

Trey Lowe, Interim Planning Director of the Town of Hilton Head Island, accepted the Town of Hilton Head Island Town Council Meeting - **REVISED AGENDA** Minutes
4/7/2026

Proclamation on behalf of the Town, recognizing Fair Housing Month.

Reports from Members of Town Council

General Reports from Town Council

No report.

Report of the Lowcountry Area Transportation Study - Councilmember Tamara Becker

Ms. Becker reported that the Long Range Policy Committee is doing a 2055 Survey which opens in May and closes in November (lowcountrycog.org to complete the survey) - and referenced a US 278 Corridor Study, running from I-95 to Sea Pines Circle, which affects the Island. Ms. Becker reported that the Transportation Advisory Committee (TAC) has been meeting and will have some project recommendations for the Beaufort County Council.

Report of the Lowcountry Council of Governments - Councilmember Steve Alfred

No report.

Report of the Beaufort County Airports Board - Councilmember Melinda Tunner

Ms. Tunner thanked the Hilton Head Island community for their support of the TSA Agents during the government shutdown. Ms. Tunner also reported that the airport installed a situational awareness system to manage airport traffic and that the new terminal will be open and ready for business on May 1st.

Report of the Southern Lowcountry Regional Board - Councilmember Patsy Brison

Mayor Perry reported that Jasper County made a presentation covering growth management, economic development and strategic growth at their airport. Beaufort County made a presentation concerning different aspects of growth challenges and how they will be observed going forward. Mayor Perry also reported that at the next meeting an e-bike committee from Bluffton will be discussed, as well as a sales tax committee and the Transportation Advisory Committee.

Report of the Island Recreation Association Board - Mayor Pro Tempore Alex Brown

Mr. Brown reported that the Hilton Head Island Recreation Center was very busy during March spring break, with College LaCrosse and Tennis held at local parks and Hilton Head Island High School. He reported that there was an Easter Eggstravaganza that took place, gave an update on membership at the Senior Center and the Fitness Center and relayed that the dome has been taken down and the CIP work at the pool has been completed.

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

Mayor Perry reported that according to a summary of the meeting held March 26, 2026, the focus was on transferring the \$1 Million St. Helena Arts and Cultural Center Project to the Open Land Trust and approving key government policies. Additionally, the Board progressed

a strategic plan due April 20th, managed leadership succession for July and awarded Relentless Challenge Grants for workforce development.

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

No report.

Report of the Community Development and Public Services Committee - Councilmember Tamara Becker

Ms. Becker reported that the Community Development and Public Safety Committee met on April 6th and the focus was on reviewing applications received for the vacant positions in the Boards, Commissions and Committees. She relayed that at the next meeting, the Committee will meet with selected applicants and conduct interviews to fill open spots and that the Town is accepting applications for those interested in serving in a volunteer capacity.

Report of the Finance and Administrative Committee - Mayor Pro Tempore Alex Brown

Mr. Brown began his report by thanking Dave Byrd, the Finance Director, for the work Mr. Byrd's team has been doing in providing data and a report concerning the economic state of Hilton Head Island and how the Town is doing financially. He recommended that the report be reviewed in order to obtain a sense of where Hilton Head Island stands as a community and to see how decisions for the Town are made.

Mr. Brown also reported that the next meeting will be Monday, May 11th, and the agenda will include the monthly Fiscal Year 2026 Financial Update as well as a presentation of the Destination Marketing Organization (DMO) of the Fiscal Year 2027 Marketing Plan, Budget and Industry Metrics; a Resolution Authorizing the Town Manager to Execute an Intergovernmental Agreement with the South Carolina Department of Transportation for the Sea Pines Circle Improvement Project; and the Consideration and Recommendation for Additional 2025 ATAX Grant Funding for Hilton Head Island Concours d'Elegance.

Mr. Alfred noted that the meeting of May 11th will be the first presentation to Town Council regarding the terms of the Agreement between the Town and the South Carolina Department of Transportation with respect to the management of the improvements to Sea Pines Circle and Greenwood Drive and that Sea Pines CSA and the Town have both agreed that it would be desirable for the State to take over that project.

New Business

Consideration of a Resolution Approving the Program Year 2026 Action 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

Michele Bunce provided a brief overview regarding the item. She stated this Resolution is to

approve the Program Year 2026 Annual Action Plan for the Community Development Block Grant (CDBG), which is a part of the Town of Hilton Head Island's CDBG Five Year Consolidated Plan for program years 2025-2029 (the Consolidated Plan). Ms. Bunce reminded Town Council that the Consolidated Plan was approved by Town Council in July, 2025 and by the U.S. Department of Housing and Urban Development (HUD) in August, 2025. Additionally, she relayed that this is the second year of the Consolidated Plan, and the 2026 Annual Action Plan is part of the Consolidated Plan.

Ms. Bunce stated that the 2026 Annual Action Plan serves as the Town's application to the HUD CDBG Program and identifies the projects proposed for funding and use of funding during that program year. Examples of projects to be funded include Patterson Family Park and Taylor Family Park, with hopes of bringing those projects across the finish line, so other projects could be funded in the future.

Ms. Bunce also relayed that the Finance and Administrative (F&A) Committee discussed how they could better communicate notice to the public to attend meetings in order to encourage more participation from the community and get input from the community for projects that could be funded. She reported that the F&A Committee was investigating ways to reach out to the community through newsletters and other methods.

Ms. Bunce advised Town Council that the draft Program Year 2026 Annual Action Plan was presented to the F&A Committee on March 9, 2026 and the F&A Committee voted unanimously (3-0) to recommend the plan for approval via a Resolution by Town Council. Ms. Bunce is presenting the request to this Town Council meeting, as the Program Year 2026 Annual Action Plan will have to be submitted to HUD next month, and thanked Town Council.

As outlined in the Consolidated Plan, the allocation is estimated at \$204,194.00 for Program Year 2026.

Mayor Perry asked for a motion from Council.

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

Mayor Perry asked for public comment. There was none.

Mayor Perry asked for comments and questions from Council. Discussion took place regarding the potential use of funds for the sewer connection program. It was noted that, based on review, CDBG funds should be prioritized for activities with broader community benefits. Alternative funding sources were identified, including a potential Beaufort-Jasper Housing Authority grant and remaining American Rescue Plan funds, including those held by the Community Foundation of the Lowcountry.

Motion to adopt the Resolution carried 6-0.

Consideration of an Ordinance to Amend Title 16 of the Municipal Code of the Town of Hilton Head Island, the Land Management Ordinance, to Amend the Overlay Zoning District

Standards for the Holiday Homes Neighborhood Character Overlay District (HH-NC-O) to include the following Section; 16-3-106.J, to Modify and Add Standards Related to Setback, Buffers, Impervious Coverage, Floor Area Ratio, Parking, Building Height, and Minimum Lot Size and Provide for Severability and an Effective Date - First Reading - Trey Lowe, Interim Planning Director

Trey Lowe provided an overview regarding the item and recommended that the Town Council consider amending Title 16 of the Municipal Code of the Town of Hilton Head Island, The Land Management Ordinance Section 16-3-106.J, Holiday Homes Neighborhood Character Overlay District (HH-NC-O) to Modify and Add Standards Related to Setbacks, Buffers, Impervious Coverage, Floor Area Ratio, Parking, Building Height and Minimum Lot Size and to Provide for Severability and an Effective Date.

A brief summary of the amendment was provided, as follows:

Holiday Homes neighborhood residents have requested proposed zoning amendments that more closely align with existing protective private covenants for the neighborhood that were shared with the Town on June 12, 2025. Among other items, these protective covenants, adopted in 1957, require homes to be single-family detached homes, not more than 2-1/2 stories in height, and garages shall not be for more than two cars. However, these covenants do not establish a property owners association for enforcement. As a result, enforcement is left to each individual property owner.

The following table summarizes the current requirements of the Holiday Homes Neighborhood Character Overlay compared to the proposed resident requested amendments.

Code Requirement	Current	Resident Proposal	Change Proposed
Setbacks Rear Side Side Angles Street Folly Field Road	10 ft 10 ft ^{a,b} 20 ft ^c / 65 Degrees 20 ft ^d 20 ft	10 ft 10 ft ^a 20 ft ^c / 65 Degrees 20 ft ^d 20 ft	No Yes No No No
Buffers Street Driveway Width (Total) Folly Field Road	20 ^d 24 ft 20 ft	20 ^d 22 ft 20 ft	No Yes No
Max Impervious Coverage	50%	45%	Yes

Floor Area Ratio (FAR)	0.45	0.45	No
Max Gross Floor Area (GFA)	4,000 sq ft ^{e,f,g}	3,200 sq ft ^{e,g}	Yes
Parking First 2,000 sq ft GFA Each Additional 1,000 sq ft GFA Garage Parking	2 spaces 1 space n/a	2 spaces 1 space Max 2 spaces	No No Yes
Min Lot Size	7,260 sq ft ^h	7,260 sq ft ^h	No
Max Height	35 feet ⁱ	30 feet	Yes
Max Stories	n/a	2-1/2 stories	Yes

- a. May be reduced to 5 feet to preserve trees, sum must total 20 feet.
- b. A lot with less than 50 feet of street frontage or less than 0.15 acres in area shall be permitted to reduce side yard setbacks to a minimum of 5 feet.
- c. Measured 20 feet above 13 feet above mean sea level using the NAVD 88 vertical datum or pre-development grade, whichever is higher, at the setback line
- d. In the case of a corner lot, the required 20 feet adjacent street setback may be reduced to 10 feet for the street with the lower average daily trips (ADT)
- e. The gross floor area shall be calculated as all enclosed space with a ceiling height of seven feet or greater with the exclusions noted in f and g.
- f. Enclosed areas, where the floor level is located below the required base flood elevation (BFE), which are used solely for parking or storage are excluded from gross floor area.
- g. Attic space as defined by the latest adopted edition of the IBC are excluded from gross floor area.
- h. For the subdivision or recombination of any lot shown on a plat recorded prior to July 21, 1998.
- i. Established in the RSF-6 Zoning District.

As requested, these amendments attempt to provide new and more restrictive land management regulations to better control the mass and scale of homes in accordance with the protective covenants. It is important to note that reductions in requirements, such as those proposed by this request, can result in existing homes not being compliant and becoming non-conforming to the regulations. Town staff have preliminarily identified the following impacts that may result from the proposed amendment.

1. **Side Setback.** No lots have less than 50 feet of street frontage or less than 0.15 acres of area. As a result, there would be no impact from the removal of this exception.
2. **Driveway Buffer Width.** Town staff have attempted to measure driveway buffer widths using aerial images. While this effort is significantly limited by tree canopy coverage limits, there is at least one driveway that will become non-conforming by the reduction in driveway buffer width.

3. *Impervious Coverage.* Based on available GIS data, there are approximately 14 properties that do not comply with the current 50% maximum impervious coverage amount. Reducing maximum impervious coverage to 45%, increases non-conforming properties to 21.

4. *Floor Area Ratio.* Currently all homes meet the floor area ratio. The proposed amendment would eliminate the exclusion of enclosed areas located below the base flood elevation used for parking or storage from the gross floor area calculation. If applicable, this change would increase the floor area ratio potentially making the home non-compliant. Given the age of the neighborhood, permit and elevation data are not available for many homes. However, based on GIS data, nearly all homes within the neighborhood appear to be below the base flood elevation, 13 feet mean sea level. This amendment could result in some homes becoming non-compliant with the floor area ratio.

5. *Maximum Gross Floor Area.* Currently all homes meet the maximum gross floor area ratio. According to County Assessor and building permit gross floor area data, the reduction of the maximum area from 4,000 to 3,200 would result in at least one home becoming non-compliant. The removal of the exclusion for enclosed areas located below the base flood elevation used for parking or storage would result in approximately 7 homes becoming non-compliant. Further, those homes with areas near the 3,200 square feet threshold would be limited in their ability to expand in the future.

6. *Garage Parking.* Although this is a private covenant restriction, this would be a new zoning requirement. Establishing a maximum number of 2 garage spaces would result in at least 3 homes becoming non-compliant.

7. *Maximum Building Height.* Based on available data, all homes appear to meet the maximum height requirement of 35 feet. However, it appears at least 6 homes will become non-compliant if the maximum building height were reduced to 30 feet.

8. *Maximum Number of Stories.* Although this is a private covenant restriction, this would be a new zoning requirement. Establishing a maximum number of 2-1/2 stories would result in 6 homes becoming non-compliant.

Any amendment to the Holiday Homes Neighborhood Character Overlay will apply to all lots in the neighborhood. The residents that have been in contact with Town Staff have coordinated with other property owners in the neighborhood. These residents have worked to communicate these changes to all 57 property owners, and they have collected signatures of support for the currently proposed amendments that include a majority (currently 42) of the property owners.

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

Ms. Becker moved to amend the original motion and approve as pending doctrine. Mr. DeSimone seconded.

Mayor Perry asked for public comment.

Peter Kristian addressed Council regarding his support of the Town Council addressing the needs of this smaller community which does not have the protections of a Property Owners Association. He expressed hope that other communities would feel emboldened to come forward to Town Council to express what they would like to see in their community so as to maintain the character of their neighborhoods.

Rick Lawson addressed Council and let them know that 83% of the Holiday Homes property owners have approved the changes to the Holiday Homes Overlay.

Matt Lewis addressed Council and asked that Council approve the Ordinance because most of the property owners in the Holiday Homes Neighborhood are in agreement and all the governing bodies have agreed to the amendment.

Members of Council held a discussion which included clarification of setbacks and buffers and location of graphics for review; percentage of property owners in agreement with the Ordinance; praise of the owners in the neighborhood for coming forth and working with the Town to find a reasonable solution; and clarification as to pending ordinance doctrine.

Mr. Brown expressed concern that the Town is stepping in and making a decision based on the opinion of the majority of the community and setting a precedent with regard to smaller communities without POAs.

Amendment carried 5-1 with regard to the Pending Doctrine (Mr. Brown voted against).

Motion as amended carried 5-1 (Mr. Brown voted against).

Public Comment - Non Agenda Items

Mayor Perry asked for public comment.

Richard Bisi addressed Council regarding transparency.

Peter Kristian addressed Council on behalf of Hilton Head Plantation, to commend the Town on how well the Beach Renourishment Project has been run and to convey that the Hilton Head Plantation residents are very excited about the recreation benefits that the renourishment will bring.

Adjournment

At 4:01 p.m., Ms. Becker moved to adjourn. Mr. Alfred seconded. Motion carried 6-0.



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