



Town of Hilton Head Island

Housing Action Committee Meeting

Tuesday, November 19, 2024, 10:00 AM
1 Town Center Court, Hilton Head Island, SC
Benjamin M. Racusin Council Chambers

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

1. **Call to Order**
2. **Adoption of Agenda**
3. **Approval of the Minutes**
 - a. Regular Meeting Minutes of August 26th
4. **Unfinished Business**
 - a. Program Updates - Quincy White, Chief Housing Officer
 - b. Work Area Updates - Jack Alderman, Housing Action Committee Chair
5. **New Business**
 - a. Hilton Head Regional Habitat for Humanity (DBA Habitat for Humanity of the Lowcountry) Program and New Land Acquisition Overview - Brenda Dooley, Chief Executive Officer, Habitat for Humanity of the Lowcountry
 - b. Home Safety and Repair Program Updates - Sharonica Gavin, Principal Planner for Historic Neighborhoods
6. **Public Comment - Non Agenda Items**
7. **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 HOUSING ACTION COMMITTEE MEETING Monday, August 26, 2024, 10:00 AM Minutes

1. Call to Order

Chairman Alderman called the meeting to order at 10:02 AM

2. Adoption of Agenda

A motion to adopt the agenda was made by Mr. Bell and seconded by Ms. West. The motion passed unanimously.

3. Approval of the Minutes

a. Regular Meeting Minutes of July 16th, 2024

Mr. Bell made a motion to approve the minutes. Mr. Crawford seconded. The motion passed unanimously.

4. Unfinished Business

a. Workforce Housing Program Updates - Quincy White, Chief Housing Officer

Quincy White, Chief Housing Officer, provided updates on upcoming community events and projects. He highlighted two neighborhood cookouts organized to engage with residents and provide information on various town initiatives.

The first event will take place at 200 Jonesville Rd on September 5th from 5-7 pm offering an opportunity for residents to meet with town staff and learn about ongoing projects and initiatives. These initiatives include a request for proposals to revamp the former Driftwood Stables, discussions on zoning districts, efforts to maintain community character, and planned enhancements to roads, pathways, and driveways.

The second event is scheduled for September 12th at 30 Bryant Rd from 5-7 pm in the Muddy Creek neighborhood. This gathering will focus on providing residents with information on conceptual plans for the Bryant Rd tract, which is a Town-owned property, as well as ongoing efforts to enhance the Muddy Creek neighborhood. Additionally, updates on improvements to roads, parks, and parkways will be shared.

b. Work Group Updates - Jack Alderman, Housing Action Committee Chair

The meeting covered several important updates from the Housing Action Committee, presented by Mr. Jack Alderman. He provided clarity on the different conversations surrounding the Bryant Rd tract and Muddy Creek, emphasizing that the Bryant Rd tract

is intended to support pathways to homeownership. Mr. White noted that input from Muddy Creek residents would be integrated into the housing plans for that area.

During the discussion, Mr. Crawford inquired about the Town's role in helping residents achieve homeownership and in coordinating existing resources for them. Ms. West highlighted that the Beaufort/Jasper Housing Trust offers grants for homeownership and questioned how the Town might facilitate access to these resources for eligible residents. In response, Mr. White mentioned the need for further discussions on how the Work Group could assist citizens with resource coordination and support during the application process.

Mr. Alderman noted that there were no new updates regarding land acquisition development or funding sources. Mr. White also informed the committee about upcoming Displacement Work Group tabletop exercises scheduled for September 13th, which will identify any gaps in services or plans that require further consideration. He plans to represent the Housing Action Committee's plans at the October 14th meeting.

Mr. Alderman discussed general revisions to the Land Management Ordinance (LMO). The specifics of necessary LMO amendments related to North Point zoning will be addressed in a Land Management Group meeting with the Town on October 3rd.

5. New Business

None.

6. Public Comment - Non Agenda Items

Ashley Philips inquired about the minutes from the April 3rd workshop and requested that future meetings be recorded. Mr. White clarified that the April 3rd meeting was a closed session intended for community partners, which is why minutes were not publicly available.

Ms. Philips also asked if the subgroups of the Housing Action Committee (HAC) would provide notes for public access.

7. Adjournment

The meeting was declared adjourned at 10:31 AM.

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



TOWN OF HILTON HEAD ISLAND

Housing Action Committee

TO: Housing Action Committee
FROM: Quincy A. White, Chief Housing Officer
VIA: Missy Luick, Director of Planning
VIA: Shawn Leininger, Assistant Town Manager
DATE: November 19, 2024
SUBJECT: Hilton Head Regional Habitat for Humanity (DBA Habitat for Humanity of the Lowcountry) Program and New Land Acquisition Overview

BACKGROUND:

On February 26, 2024, the Hilton Head Island Town Council strengthened its commitment to workforce housing by approving Memorandums of Understanding (MOUs) with Hilton Head Regional Habitat for Humanity (DBA Habitat for Humanity of the Lowcountry), providing \$500,000 through the Town's affiliated agency funding program. This initiative aligns with Our Plan, Hilton Head Island's Comprehensive Plan, which prioritizes expanding workforce housing and promoting homeownership through targeted incentives. Supporting programs like Habitat's efforts reflect the Town's strategic approach to increasing housing accessibility and sustaining the local workforce.

Building on its proven track record, including the successful completion of 35 homes on the island for workers in sectors like healthcare and hospitality, Habitat will continue to identify and pursue opportunities across the island.

SUMMARY:

The Town of Hilton Head Island has collaborated with Hilton Head Regional Habitat for Humanity (DBA Habitat for Humanity of the Lowcountry) over several months to identify suitable parcels for workforce housing development. As a result of this partnership, a 1.53-acre property at 0 Spanish Wells Road was identified for this purpose. With funding provided by the Town, Habitat successfully closed on the property on October 15, 2024.

In alignment with the Memorandum of Understanding (MOU) between the Town and Habitat, both parties will work closely to support site and building design, ensuring the integration of Lowcountry architectural elements into the project.

Brenda Dooley, Chief Executive Officer of Habitat for Humanity of the Lowcountry, will provide a program overview and share updates on current initiatives.

Attachments:

1. Fully Executed Memorandum of Understanding between the Town of Hilton Head Island and Hilton Head Regional Habitat for Humanity (DBA Habitat for Humanity of the Lowcountry).

STATE OF SOUTH CAROLINA)
)
COUNTY OF BEAUFORT)

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“Agreement”) is entered into this 20th day of February, 2024, by and between the Town of Hilton Head Island (“Town”), a South Carolina Municipal Corporation, and Hilton Head Regional Habitat for Humanity (“Habitat”), a South Carolina nonprofit corporation. When referred to jointly, these entities shall be referred to as the “Parties.”

WHEREAS, the Town is committed to fostering a strong sense of community and well-being for all of its residents through the creation of affordable workforce housing; and

WHEREAS, within *Our Plan*, the Town of Hilton Head Island’s Comprehensive Plan, the Town has identified a specific goal of encouraging the development of workforce housing and home ownership through effective incentives; and

WHEREAS, one of the strategies identified within Comprehensive Plan is to support programs that are aimed at increasing workforce housing home ownership similar to the program that is offered by Habitat for Humanity; and

WHEREAS, Habitat is dedicated to the development of affordable workforce housing and has proven experience in both the construction and management of such projects on Hilton Head Island; and

WHEREAS, both parties support Habitat’s pursuit of financial support for workforce housing development through the Town’s adopted Affiliated Agency funding process; and

WHEREAS, both parties acknowledge the need for an effective partnership between the Town and Habitat to facilitate the development of affordable workforce housing within the municipal limits of Hilton Head Island.

NOW, THEREFORE, for and in consideration of the mutual promises, undertakings, and covenants set forth herein, the receipt and sufficiency of which is acknowledged and affirmed by both the Town and Habitat, the Parties do hereby agree as follows:

1. **Governing Document**

It is the intent of the parties that this Memorandum shall only govern circumstances wherein the Town has provided funding to Habitat for the purposes of developing affordable workforce housing. Any additional capital and operating costs necessary for the development of qualified affordable workforce housing will be the responsibility of Habitat.

2. Funding

The Town will consider an annual financial contribution to Habitat through its Affiliated Agency funding process to support the acquisition of land, the creation of affordable workforce housing, and the oversight and management of the same. The balance of any capital or operating funding that may be necessary to accomplish this purpose above and beyond any amount appropriated by the Town shall be raised by Habitat from sources other than what has been provided by the Town through its Affiliated Agency funding.

3. Roles and Responsibilities

a. Habitat's Obligations:

- i. Approval of Plan and Budget. Prior to awarding any funding identified under this Agreement, Habitat shall submit annually through the Town's Affiliated Agency program. Among other program requirements, this submission shall include a detailed plan (the "Plan") and budget (the "Budget") for the development of workforce housing for which this funding will be utilized. The Town will provide Habitat with access to its staff to assist in the development of both the Plan and the Budget. The use of funding identified in this Memorandum is conditioned upon the Town taking such actions as may be necessary in order to satisfy the requirements outlined in Act 57 of 2023.
- ii. Use of Funding. Habitat may only use the above referenced funding for the purposes of acquiring real property, and/or designing and constructing single and/or multi-family workforce housing units within the municipal boundaries of Hilton Head Island.
- iii. Review of Plans. Habitat shall submit all conceptual, design, engineering, and site plans to the Town for review and approval consistent with the standard and ordinary development review and building construction process. The plans submitted by Habitat shall follow the Town's Land Management Ordinance as well as any other applicable laws and regulations.

- iv. Maintenance Plan. Within its Plan, Habitat shall provide information outlining how the affordable workforce housing units developed with the use of the Town's funding will be maintained in accordance with generally accepted maintenance standards. Habitat shall also identify how applicants will be screened and ultimately selected to own and/or occupy any units created under this Agreement. These screening and selection criteria shall include a mandatory requirement that at least one or more members of a household that qualifies to acquire any units created under this Memorandum shall be actively employed within the municipal boundaries of the Town of Hilton Head Island at the time that they are qualified and selected for such unit.
- v. Income Requirements. Within its submitted Plan, Habitat shall identify the Area Median Incomes ("AMI") applicable to the affordable workforce housing units that it seeks to create under this Agreement. The rental or conveyance of any workforce housing homes created under this Agreement shall be between thirty percent (30%) to eighty percent (80%) of the AMI applicable to Hilton Head Island, South Carolina without the express prior written approval by the Town.
- vi. Ongoing Affordable Nature of Housing Units. Within its submitted Plan, Habitat shall identify the nature and extent to which the affordable workforce housing units it seeks to create under this Agreement shall be maintained and the duration of time, expressed in years, that it will ensure that the affordability standards for these units are maintained as stated in its submitted Plan. Additionally, within the submitted Plan, any units created under this agreement shall be restricted from being used for short-term rental purposes.
- vii. Accounting, Reporting, and Transparency. Any funding awarded under this Agreement shall be accounted for in a separate fund according to Generally Accepted Accounting Principles for governmental and non-profit entities. Habitat shall allow the Town to access all records related to the Grant funds upon seventy-two (72) hour written notice. To the extent that it should become necessary, Habitat agrees that it will provide the Town with any documentation that may be necessary to appropriately identify and account for any funding that it may receive. Habitat shall also work with the Town to provide any documentation that may be requested of any state or federal entity pertaining to this funding.

Habitat shall cause a financial statement to be prepared each year at the conclusion of Habitat's fiscal year by an entity independent of, and unconnected to, Habitat. Habitat shall deliver a copy of its financial statement to the Town within thirty (30) days of the completion of the financial statement each calendar year.

Habitat shall provide the Town with an annual independent audit report or review report prepared by a Certified Public Accountant (CPA) acceptable to the Town.

Habitat shall prepare and submit an annual report to the Town identifying the manner in which any funding that it has received by the Town was utilized, the outcomes that it has created to support the development of workforce housing on Hilton Head Island, and any performance metrics that may be necessary to evaluate the overall effectiveness that this funding has had in addressing workforce housing issues on Hilton Head Island.

- viii. Insurance. Habitat shall provide a Certificate of Insurance covering all activities necessary in the carrying out of acquiring real property, and/or designing and constructing single and/or multi-family workforce housing units within the municipal boundaries of Hilton Head Island. The Town shall be named as an additional insured within this document.
- ix. Indemnification. Habitat shall defend, indemnify, and hold harmless the Town, its officers, directors, agents, and employees from and against any and all actions, costs, claims, losses, expenses, and/or damages, including attorney's fees, whether incurred prior to the institution of litigation, during litigation, or on appeal arising out of or resulting from the conduct of any activity hereby authorized or the performance of any requirement imposed pursuant by this Agreement, however caused or occasioned, unless caused by the willful misconduct or gross negligence of the Town.

b. Town Obligations:

- i. Support for Habitat Services: The Town will encourage and guide Habitat in the submission of any necessary procurement documentation that may be required in order to facilitate Habitat's participation as a qualified vendor in the Town's Home Safe and Repair program as well as any additional contracting opportunities that may be appropriate for Habitat's services in the home construction and home repair industry.
- ii. Staff Support: The Town will provide Habitat with access to its staff to support identifying opportunities within historic neighborhoods and the development of home ownership opportunities on all properties located within the Town of Hilton Head Island inclusive of Gullah land. This access to staff will include, but will not be limited to, the Historic Neighborhoods Principal Planner, staff from the Gullah

Geechee Historic Neighborhoods Community Development Corporation, and others as may be necessary to accomplish this purpose.

- iii. Development Support: The Town will work cooperatively with Habitat to assist in performing site selection, site design, building design, and construction related activities that support the creation of home ownership workforce housing on Hilton Head Island.
- iv. Processing of Permits. The Town agrees to work with Habitat to expeditiously process any requests that it may submit for development and/or building permits associated with the creation of affordable workforce housing called for under this Agreement.
- v. Project Assistance. The Town may assist and/or perform functions that aid in the acquisition, transfer, and/or development of affordable workforce housing properties for homeownership in a joint partnership with Habitat as provided for within Section 11-1-911 of the Municipal Code of the Town of Hilton Head Island, South Carolina.
- vi. Project Payments. The Town will provide any funding authorized under this Memorandum to Habitat based upon on a periodic draw down basis. The Town Manager shall be authorized to determine the appropriate amounts to be paid under each draw down request based upon the project progress that has been achieved at the time of the draw down request.
- vii. Future Funding Opportunities: The Town will work cooperatively with Habitat to jointly pursue external funding opportunities that support workforce housing development.

4. Specific Obligations

Because of the unknown nature of future Plans and Budget that may be submitted by Habitat, as a condition of any funding that may be awarded to Habitat through the Affiliated Agency funding process, the Town may require additional obligations that shall be consistent with the Plan and Budget approved by the Town Council. Any such specific obligations will be incorporated via separate agreement and shall identify the nature and scope to which such specific obligations shall apply.

5. Claw Backs

In the event Habitat materially breaches this Agreement, the Town reserves the right to claw back the entirety of the Grant funds, or a portion thereof, that it has provided to Habitat. Additionally, should any funding awarded under this Agreement not be utilized pursuant to the terms and conditions outlined herein, or any additional specific obligations that may be associated with any such award, then Habitat agrees to refund any such funding to the Town upon the receipt of a written demand by the Town to return such funding.

6. Notices

All notices required under this Memorandum shall be deemed to have been given if in writing and

- a. delivered personally; or
- b. mailed first class, postage prepaid, to the address of record set forth below, in which case delivery shall be deemed to have occurred two calendar days after the date of postmark.

HILTON HEAD REGIONAL HABITAT FOR HUMANITY

Executive Director
PO Box 2747
Bluffton, SC 29910

TOWN OF HILTON HEAD ISLAND

Town Manager
One Town Center Court
Hilton Head Island, SC 29928

The address of record may be changed by written notice to the other party.

7. Term

The term of this Memorandum of Understanding shall be for a period of five (5) years from the date of its execution. No less than one hundred and eighty (180) days prior to the conclusion of this Memorandum, the Town and Habitat shall meet to discuss any extensions, modifications, or terminations of the same. Changes to this Agreement may be made only with and by the mutual written consent of both Parties. This Agreement and any future requests for funding that are contemplated herein are subject to an annual budget appropriation by the Town Council as part of its Affiliated Agency funding program.

8. Termination

In addition to any other rights of termination set forth in this Memorandum, each party shall have the right to terminate this Memorandum, by written notice to the other party, if the other party is in default of any term or provision of this Memorandum, and the defaulting party fails to cure or correct such default within fourteen (14) days of notice thereof from the non-defaulting party. A party may elect to disregard a default for the period of time without waiving its right to declare a default at a subsequent time or upon reoccurrence of the default. Additionally, either of the Parties may elect to terminate this Agreement for convenience by written notice to the other party, thirty (30) days in advance of such termination.

(SIGNATURE PAGES FOLLOW)

SIGNED, SEALED AND
DELIVERED IN THE PRESENCE
OF:

[Signature]

[Signature]

My Commission Expires
June 24, 2025

HILTON HEAD REGIONAL HABITAT
FOR HUMANITY

By: [Signature]
Brenda Dooley
Executive Director

Attest: [Signature]
Print Name: Job Bush

STATE OF SOUTH CAROLINA)
COUNTY OF Beaufort)

ACKNOWLEDGEMENT

I, the undersigned Notary Public, do hereby certify that Brenda Dooley and
Job Bush personally appeared before me this day and acknowledged
the due execution of the foregoing instrument on behalf of the Hilton Head Regional Habitat for
Humanity, Inc.

Witness my hand and seal this 11 day of March, 2024.

[Signature]
Notary Public for South Carolina
My Commission Expires: 6.24.25

TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA

A RESOLUTION BY THE TOWN OF HILTON HEAD ISLAND AUTHORIZING A MEMORANDUM OF UNDERSTANDING WITH THE HILTON HEAD REGIONAL HABITAT FOR HUMANITY

WHEREAS, as part of the Fiscal Year 2024 Budget adoption process, the Hilton Head Regional Habitat for Humanity ("Habitat") applied to receive \$500,000 in funding as an Affiliated Agency with the stated purpose of using this funding to acquire land and develop affordable housing units on Hilton Head Island; and

WHEREAS, the Town Council declined to provide funding at that time due to the pending nature of Act 57 of 2023 which would allow for the funding for qualified workforce housing projects to be funded through either state or local accommodations taxes; and

WHEREAS, following the General Assembly's adoption of Act 57 of 2023, staff were directed to prepare a Memorandum of Understanding that would outline the various roles and responsibilities of the Town and Habitat in jointly working together to pursue the development of workforce housing; and

WHEREAS, the Finance and Administrative Committee met on December 19, 2023 and January 11, 2024 to review the proposed terms contained within the Memorandum of Understanding; and

WHEREAS, the Finance and Administrative Committee has completed its review and discussions pertaining to this request and is unanimously recommending the attached Memorandum of Understanding be approved by the Town Council.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Councilmembers of the Town of Hilton Head Island, in Council duly assembled, that the Mayor and Town Manager are hereby authorized to take such actions as may be necessary to enter into a new

Memorandum of Understanding enclosed with this Resolution as Attachment A.

**THIS RESOLUTION SHALL BE EFFECTIVE IMMEDIATELY UPON ITS
ADOPTION.**

**MOVED, APPROVED, AND ADOPTED ON THIS 20th DAY OF FEBRUARY,
2024.**

**TOWN OF BILTON HEAD
ISLAND, SOUTH CAROLINA**



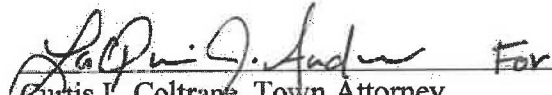
Alan R. Perry, Mayor

ATTEST:



Kimberly Gammon, Town Clerk

APPROVED AS TO FORM:



Curtis L. Coltrane, Town Attorney For



TOWN OF HILTON HEAD ISLAND

TOWN COUNCIL

TO: Town Council Members
FROM: Joshua Gruber, Deputy Town Manager
CC: Marc Orlando, Town Manager
DATE: February 11, 2024
SUBJECT: Consideration of a Resolution Approving a Memorandum of Understanding with the Hilton Head Regional Habitat for Humanity

RECOMMENDATION:

The Town Council should review the proposed Memorandum of Understanding with the Hilton Head Regional Habitat for Humanity and if it is supportive of providing funding to this organization for the purposes of providing workforce housing, what terms and conditions must be set forth concerning the manner in how this funding will be utilized.

BACKGROUND:

As part of the Fiscal Year 2024 Budget adoption process, the Hilton Head Regional Habitat for Humanity ("Habitat") applied to receive funding as an Affiliated Agency. Habitat's mission is to put God's love into action, and brings together people to build affordable homes, communities, and hope. Habitat partners with local families who are in need of a home of own and fosters a sense of stability, self-reliance, and a strong sense of community.

In its application, Habitat requested \$500,000 to be utilized towards the purchase of land on Hilton Head Island to build affordable homes. With this funding, Habitat hoped to be able to purchase a 1-acre plot and develop somewhere between 8-10 single-family homes for purchase by qualified individuals through the Habitat for Humanity program. To become a family partner (a homebuyer through Habitat), the family must go through an intensive application process, attend home-ownership classes, and perform at least 300 hours of sweat equity. At completion of the build, they purchase the home with a no-interest mortgage which has a monthly payment plan at 30% or less of their household income. To qualify, homeowners must earn between 30% and 70% of the average median household income for southern Beaufort and Jasper Counties.

Habitat did not receive any funding as a part of its Fiscal Year 2024 Affiliated Agency application. However, on May 19, 2023, Act 57 of 2023 was adopted by the South Carolina General Assembly. Shortly after this, staff were asked to create a draft Memorandum of Understanding associated with providing Habitat with funding to create affordable workforce housing.

At its December 19, 2023, meeting, the Finance and Administrative Committee reviewed the terms of the draft Memorandum and requested several revisions. Those revisions are identified as follows:

- Added language requiring active employment on Hilton Head Island as a condition of selection for any workforce housing unit created under the Memorandum.
- Inserted indemnification language to protect the Town from any liability arising under the Memorandum.
- Clarified that any funding authorized for these purposes will be provided to Habitat on a periodic draw down basis.
- Revised the applicable AMI ranges to match the existing program requirements offered by Habitat that range from 30% - 80% of AMI.

At its meeting on January 11, 2024, the Finance and Administrative Committee voted unanimously to recommend approval of the Memorandum of Understanding to the Town Council. A copy of the revised Memorandum of Understanding inclusive of all revisions is enclosed as Attachment 1.

CONCLUSION:

The Town Council should review the proposed Memorandum of Understanding with the Hilton Head Regional Habitat for Humanity and provide any policy guidance that it determines to be appropriate if it is ultimately supportive of this request.

ATTACHMENTS:

1. Draft Memorandum of Understanding with the Hilton Head Regional Habitat for Humanity (Revised)
2. Critical Path Timeline on State Accommodation Tax Usage
3. State A-Tax Funding Summary



TOWN OF HILTON HEAD ISLAND

Housing Action Committee

TO: Housing Action Committee
FROM: Sharonica Gavin, Principal Planner for Historic Neighborhoods
VIA: Quincy A. White, Chief Housing Officer
VIA: Missy Luick, Director of Planning
VIA: Shawn Leininger, Assistant Town Manager
DATE: November 19, 2024
SUBJECT: Home Safety and Repair Program Updates

BACKGROUND:

In July 2022, the Town of Hilton Head Island established the Home Safety and Repair Program to assist low-income homeowners and households of the Island with property repairs and improvements that will help to improve the quality of life for all residents while creating a safer, more vibrant community that retains its character and provide quality affordable housing.

SUMMARY:

The Town of Hilton Head Island's Home Safety & Repair Program offers essential repair and improvement assistance to income-qualified homeowners, helping keep properties safe and habitable. This program, funded through the American Rescue Plan Act of 2021, supports homeowners by covering up to \$15,000 per fiscal year for various repairs, including:

- Roof, window, and door repairs to protect homes from weather conditions.
- Demolition of uninhabited or hazardous structures on the property.
- Tree removal or trimming if trees pose a risk of damaging the property.

Eligibility requires that household income be at or below 60% of the Area Median Income (AMI) for Beaufort County, South Carolina, with proof of income and property ownership. In special emergency cases, assistance above the \$15,000 limit may be approved.

Program Status:

- Applications received to date: 147
- Completed applications to date: 113
- Total funding spent or committed: \$1,114,665.04
- Total program allocation: \$1,499,741.00

ATTACHMENTS:

1. Home Safety and Repair Program Flyer

Town of Hilton Head Island

HOME SAFETY & REPAIR PROGRAM



GET HELP WITH HOME REPAIRS

Is your home in need of repairs that you just can't afford?

If you are an income-qualified homeowner living within the Town of Hilton Head Island, you may be eligible for the Town's Home Safety & Repair Program.

Eligible Repairs

This program will pay for up to \$15,000 of eligible repairs including:

- » Repairs to roofs, windows, doors and other parts of your home to help keep it safe and dry.
- » Demolition of uninhabited or unsafe structures on your property.
- » Removal or trimming of trees in danger of damaging your project.

Qualifications

To be considered for the Home Repair and Safety Program, homeowners must:

- » Apply to the Town of Hilton Head Island for assistance. Download an application from the Town's website at hiltonheadislandsc.gov/programs/homesafety/. Eligible homeowners will be contacted if their application is approved.
- » Have a household income at or below 60% of the Area Median Income for Beaufort County, S.C.
- » Provide proof of income and property ownership.

For More Information, Contact:

Sharonica Gavin - Principal Planner of
Historic Neighborhoods, Citizen Liaison
(843) 715-4307
sharonicag@hiltonheadislandsc.gov

This program is supported with funding from
the American Rescue Plan Act.

