



Town of Hilton Head Island  
**PUBLIC PLANNING**  
**SPECIAL COMMITTEE MEETING**  
**Monday, April 10, 2023, 10:00 AM**  
**AGENDA**

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The Public Planning Committee meeting will be held in-person at Town Hall in the Benjamin M. Racusin Council Chambers. The meeting can be viewed on the [Town's YouTube](#) page, the [Beaufort County Channel](#), and Spectrum Channel 1304.

- 1. Call to Order**
- 2. 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.
- 3. Roll Call**
- 4. Approval of Minutes**
  - a. Regular Meeting - October 27, 2022
  - b. Regular Meeting - February 23, 2023
  - c. Regular Meeting - March 9, 2023
- 5. Appearance by Citizens:** Citizens who wish to address the Committee may do so by contacting the Town Clerk at 843.341.4646, no later than 4:30 p.m., Friday, April 7, 2023. Citizens may also submit written comments on the agenda item via the [Open Town Hall Portal](#).
- 6. New Business**
  - a. Growth Framework and District Planning Initiative Presentation and Overview
    - i. Review of draft Growth Framework Map
    - ii. Review of draft Districts Map
  - b. Consideration of Proposed Ordinance 2023-09 Amending Title 16 of the Municipal Code of the Town of Hilton Head Island, the Land Management Ordinance, to Remove Divisible Dwelling Units as an Accessory use and to Modify Multifamily and Single-Family Definitions
  - c. Report on Annual Service Plan from Palmetto Breeze
    - i. Hilton Head Island Airport Service
    - ii. Trolley Service
    - iii. Beach Shuttle Service
- 7. Adjournment**

***Please note, a quorum of Town Council may result if four (4) or more of their members attend this meeting.***



# Town of Hilton Head Island Public Planning Committee Thursday, October 27, 2022, 10:00 a.m. MINUTES

**Present from Committee:** Tom Lennox, Acting Chair; Alex Brown; Tamara Becker, Glenn Stanford.  
Committee Members

**Absent from Committee:** David Ames, Chair

**Present from Town Council:** Bill Harkins

**Present from Town Staff:** Missy Luick, *Community Planning Manager*; Jeff Buckalew, Town Engineer; Krista Wiedmeyer, *Town Clerk*

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## 1. Call to Order

## 2. FOIA Compliance

Ms. Wiedmeyer confirmed compliance with the SC Freedom of Information Act.

## 3. Roll Call

Ms. Wiedmeyer called the roll, confirming the attendance of the members present.

## 4. Approval of the Minutes

### a. Regular Meeting - August 31, 2022

Mr. Stanford moved for approval. Ms. Becker seconded. Motion carried 3-1 (Mr. Lennox abstained).

## 5. Appearance by Citizens

None

## 6. New Business

### a. Update on Short-Term Rental Ordinance and Program

Missy Luick provided a detailed update regarding the program as defined in the agenda packet materials and answered questions asked by Committee members. Peter Kristian addressed Committee members suggested implementing staggered check-in days requirements for short-term rentals. Acting Chair Lennox thanked Miss Luick for the update.

### b. Introduction of Strategic Plan Item to Identify Strengths, Weaknesses, Opportunities, and Threats of Hilton Head Island Resiliency

Jeff Buckalew addressed the Committee with a thorough presentation regarding the need for enhancement of Island Resiliency as noted in the agenda packet materials. He stated that it is included as a goal in the Strategic Action Plan, as well as the Comprehensive Plan. His presentation included goals, objectives, extents, schedules, and stakeholders. Mr. Buckalew explained the path forward broken into two phases. Committee members provided feedback and asked questions during the presentation.

- c. Introduction of Strategic Plan Item to Identify Strengths, Weaknesses, Opportunities, and Threats of Hilton Head Island Solid Waste and Recycling

Jeff Buckalew conducted a presentation detailing the materials included in the agenda packet. He added that the item is also included in the Strategic Action Plan and the Town would partner with Beaufort County on achieving the goal. He reviewed the goals and timeline and answered questions from the Committee.

- d. Consideration of a Resolution Approved by the Greater Island Council Requesting Beaufort County and the Town of Hilton Head Island Work Jointly on Improvements to the Solid Waste and Recycling Facilities

Mr. Buckalew reviewed the proposed resolution and answered questions. Peter Kristian and Mike Bennett spoke in favor of the proposed resolution. Mr. Stanford moved to forward the proposed Resolution to full Council for consideration with a recommendation Town Council adopt the Resolution. Motion carried 4-0.

## **7. Adjournment**

The meeting was adjourned at 11:41 a.m.

Drafted and Submitted by:  
Vicki L. Pfannenschmidt,  
Temporary Administrative Assistant

**Approved:**

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



Town of Hilton Head Island  
**PUBLIC PLANNING  
COMMITTEE MEETING**  
**Thursday, February 23, 2023, 10:00 AM**  
**MINUTES**

**Present from the Committee:** David Ames, *Chairman*; Patsy Brison, Tammy Becker, Glenn Stanford, *Members*

**Present from Town Staff:** Josh Gruber, *Deputy Town Manager*, Shawn Colin, *Assistant Town Manager-Community Development*; Missy Luick, *Assistant Director of Community Development*; Jeff Buckalew, *Town Engineer*; Cindaia Ervin, *Interim Town Clerk*

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**1. Call to Order**

- 2. 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.

Compliance with the Freedom of Information Act was confirmed by the Town Clerk.

**3. Roll Call**

Attendance was confirmed by way of roll call.

**4. Approval of the Minutes**

- a. Regular Meeting – January 26, 2023

The January 26, 2023 regular meeting minutes were approved as submitted.

**5. Appearance by Citizens:**

Numerous citizens address the Committee regarding Short-Term Rentals and Time Shares and the Jonesville area.

**6. New Business**

- a. Discussion of Establishing Town of Hilton Head Island Growth Framework Map

Missy Luick explained the Growth Framework Map project is a priority project of Town Council, which will establish clear vision for future development on the Island. She detailed plans for implementation and answered questions from the Committee. Ms. Luick's presentation and public comment can be viewed on the Town website listed below.

- b. Discussion of Establishing the Town of Hilton Head Island Planning Districts

Missy Luick stated the Town of Hilton Head Island Planning Districts project is a priority project of Town Council. The project will result in an Island-Wide Master Plan which will

establish clear vision for future development on the Island. She described the project in detail and answered questions from the Committee. Ms. Luick's presentation and public comment can be viewed on the Town website listed below.

- c. Consideration of an Ordinance Updating the Local Comprehensive Beach Management Plan for the Town of Hilton Head Island Pursuant to the Requirements of the South Carolina Beachfront Management Act

Jeff Buckalew conducted a detailed presentation and answered questions from the Committee.

Following Committee comments and discussion, Mr. Stanford moved that the Public Planning Committee forward Proposed Ordinance 2023-01 with the following revisions:

1. Page 6, Edited Item F. to add "preservation and sustainability".  
F. Continue to coordinate with the Chamber of commerce in tourism efforts to promote the preservation and sustainability of our beach.
2. Page 14, Edited sub-section heading to add Resilience Plan.  
Resilience Plan (Climate and Sea Level Rise)
3. Page 89, Edited third item to delete mention of the Disaster Recovery Commission. Town Council adopted the Recovery Plan in 2003, which was updated in 2014. The Disaster Recovery Commission was formed to work with staff to further research certain unresolved issues in the Recover Plan.
4. Page 90, Edited item F. to add "preservation and sustainability".  
F. Continue to coordinate with the Chamber of Commerce in tourism efforts to promote the preservation and sustainability of our beach.

There was no public comment. Ms. Brison seconded. Motion carried 4-0.

- d. Consideration of Amendments to the Calendar Year 2023 Public Planning Committee Meeting Schedule

Mr. Stanford moved to approve. Ms. Becker seconded. Motion carried 4-0.

## **7. Adjournment**

The meeting was adjourned at 11:37 a.m.

Drafted and Submitted by:  
Vicki L. Pfannenschmidt  
Administrative Assistant

**Approved:**

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



Town of Hilton Head Island  
**PUBLIC PLANNING  
COMMITTEE MEETING**  
Thursday, March 9, 2023, 10:00 AM  
**MINUTES**

**Present from the Committee:** David Ames, *Chairman*; Patsy Brison, Glenn Stanford, *Members*

**Absent from the Committee:** Tamara Becker, *Member*

**Present from Town Staff:** Josh Gruber, *Deputy Town Manager*, Shawn Colin, *Assistant Town Manager-Community Development*; Missy Luick, *Assistant Director of Community Development*; Taylor Ladd, *Project Manager*; Ashley Goodrich, *Principal Planner*; Cindaia Ervin, *Interim Town Clerk*

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**1. Call to Order**

- 2. 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.

Compliance with the Freedom of Information Act was confirmed by the Interim Town Clerk.

**3. Roll Call**

Attendance was confirmed by way of roll call.

**4. Appearance by Citizens:** None

**5. Unfinished Business**

- a.** Discussion and Presentation of the Land Management Ordinance Assessment and Amendments Timeline

Missy Luick reviewed the timeline in detail. She stated the plan includes five phases and Phase 1 was approved by Town Council on March 7, 2023 and reviewed the items included in the phase. Ms. Luick explained that Phase 2 is the portion from Phase 1 that was remanded for revisions. She further stated Phase 3 and Phase 4 will be addressed during the timeline of March, 2023 through October 2023. She concluded with review of the items to be addressed in Phase 5 which includes a comprehensive review of all chapters, overall code organization, user-friendliness of the code, and will incorporate amendments to further align the LMO with *Our Plan* and integrate the district planning

outcomes through the Town's Growth and Framework and District Plan. She noted that feedback from the community will be incorporated in the approval process. Committee members provided input regarding the process and Ms. Luick answered questions. Details of the presentation can be found on our website listed below.

## **6. Adjournment**

The meeting was adjourned at 10:33 a.m.

Drafted and Submitted by:  
Vicki L. Pfannenschmidt  
Administrative Assistant

**Approved:**

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



# TOWN OF HILTON HEAD ISLAND

## *Public Planning Committee*

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**TO:** Public Planning Committee  
**FROM:** Missy Luick, Assistant Community Development Director  
**VIA:** Shawn Colin, Assistant Town Manager – Community Development  
**CC:** Marc Orlando, Town Manager  
**DATE:** April 10, 2023  
**SUBJECT:** Growth Framework and District Planning Initiative Presentation and Overview

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### **SUMMARY:**

The Growth Framework and District Planning initiative is a priority strategic action item of Town Council. The result will be a growth management strategy to include district plans and an Island-wide master plan. More specifically, this includes supplementing the land use element of Our Plan, the Town of Hilton Head Island Comprehensive Plan, and adoption of an Island-wide master plan that includes creation of district plans focusing on conservation and growth, calibration of a future land use map, and major text amendments to the Town's Land Management Ordinance.

This will establish a clear vision for future investment on the Island as a pattern framework for growth and conservation.

### **BACKGROUND:**

The Hilton Head Island Town Council held a two-day strategic plan workshop on January 24 and 25 to discuss and identify priorities for inclusion in the fiscal year 2023-2025 Strategic Action Plan. The establishment of a growth management strategy including creation and adoption of Island-wide district plans was identified within the top 15 priority projects.

The project builds off the Conditions and Trends Assessment which is currently underway. The Conditions and Trends report will show where the Island is trending on a variety of metrics including demographics, economics, workforce, real estate, natural environment, housing, governance, and community engagement. This information will provide a baseline to establish acceptable levels of service, consider Island capacity, and provide critical data to aid in the launch of this initiative.



## **THE GROWTH FRAMEWORK:**

The Growth Framework strategy includes the creation of a Growth Framework Map which is an overarching land-use plan that establishes a vision and identification of centers and edges. The Growth Framework Map will be a tool used to guide a sustainable future for Island investment.

A working draft of the map will be presented for Public Planning Committee review at this meeting. Visually, this is a conceptual diagram identifying growth centers on the Island:

- **Primary Centers:** As the major focus areas for the District Planning process, these areas have the highest susceptibility to change based on their land use mix, age of buildings, accessibility, and other factors. These are opportunity sites for redevelopment, reimagining, and consideration of new uses to meet future community needs and expectations.
- **Secondary Centers:** Are largely commercial sub-areas with susceptibility to change within the planning horizon. Considered as potential locations for future mixed uses that are complementary and meet community needs.

Development outside of these growth centers will be more context sensitive. This includes the balance of residential neighborhoods, environmentally sensitive areas, or culturally/historically significant sites.

- **Edges:** Edge conditions are essentially transitions. They are transitions between properties, corridors, developments, districts, and primary or secondary centers. Edge conditions are also adjacent to environmentally sensitive features, like the beaches, marshes, and wetlands. This project intends to be mindful of edge conditions and will provide careful considerations to design and plan for healthy edge transitions.

## **DISTRICT PLANNING:**

Similar to the Mid-Island District Plan, additional districts will be created to guide land uses, intensities and public and private investment to achieve the desired patterns identified within the district plans.

A working draft of the districts map will be presented for Public Planning Committee review at this meeting. Visually, this is a series of maps identifying eight proposed districts. Based on correlation with the Growth Framework Map they are identified as districts where we will:

- **Conserve** and protect neighborhoods, environmentally sensitive areas, and the cultural legacy of the Island. Areas identified as “Conserve Districts,” such as those including the Jonesville and Folly Field areas, will be prioritized.
- **Consider** the future of commercial, civic, and institutional areas as they adapt to new market forces and evolve to meet the future needs of residents, business owners, and visitors.

Next steps will be to refine the district boundaries and begin to develop a plan for each district that reflects its underlying conditions and addresses identified challenges with a definition for conservation or considerate growth.

A robust engagement process for this initiative will include citizens, Town Officials, and community leaders to gain input and build on recent, relevant work. This will expand knowledge and understanding, and serve as foundation for how and where we conserve, protect, and grow our Island.

**ATTACHMENTS:**

(None)



# TOWN OF HILTON HEAD ISLAND

## Public Planning Committee

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**TO:** Public Planning Committee  
**FROM:** Ashley Goodrich, Principal Planner  
**VIA:** Shawn Colin, Assistant Town Manager- Community Development  
**VIA:** Missy Luick, Assistant Community Development Director  
**VIA:** Taylor Ladd, Interim Community Planning Manager  
**CC:** Marc Orlando, Town Manager  
**DATE:** April 10, 2023  
**SUBJECT:** Consideration of a Proposed Ordinance Amending Title 16 of the Municipal Code of the Town of Hilton Head Island, the Land Management Ordinance, to remove Divisible Dwelling Units as an accessory use and to modify Multifamily and Single-Family Definitions

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### **RECOMMENDATION:**

That the Public Planning Committee consider a proposed ordinance amending Title 16 of the Municipal Code of the Town of Hilton Head Island, the Land Management Ordinance (LMO), to remove Divisible Dwelling Units as an accessory use and to modify Multifamily and Single-Family definitions and forward a recommendation to Town Council.

### **BACKGROUND:**

This ordinance (Attachment 1) includes the amendment set for Phase 3 of the five phase 2023 LMO Amendment Plan, Attachment 2. The content presented in this phase correlates directly with input received from the Island community and neighborhoods. In this phased approach to adapting the LMO to address present-day concerns and challenges, these amendments will create efficiencies and deliver practical expectations for staff and applicants.

On March 15, 2023, the Planning Commission held a public hearing to review the proposed amendments and voted to remand them back to staff to conduct a targeted review of the impacts on existing conditions.

On March 29, 2023, the Planning Commission held a special meeting to review the proposed amendments with staff's research and voted unanimously to recommend that Town Council approve the proposed amendments. Attachments 3, 4 and 5 summarize research conducted by staff for the Planning Commission.

**SUMMARY:**

The definitions for multifamily and single-family are outdated and modifications are proposed to align the definitions with community expectations. The current definitions have been in place since 2014 and are as follows:

Multifamily- *A building, parcel, or development containing three or more dwelling units.* This use includes townhouse developments, if all units are on one *lot*, and manufactured housing parks.

Single-Family- *A freestanding structure containing not more than two single-family dwelling units.* Two *single-family* homes may be located on the same *lot* if the applicable *density* standard is met. More than two *single-family dwellings* on a single *lot* constitute a *multifamily dwelling*.

Prior to the 2014 LMO rewrite, the definitions were:

Multifamily Residence: A building or parcel containing three or more dwelling units.

Single Family Attached Residence: A structure containing more than one single family dwelling unit in which the units are physically attached, and each has its own separate exterior entrance way and a separately owned lot.

Single Family Detached Residence: A structure containing one dwelling unit that is free standing.

In 1998, the definition for multifamily was:

Multifamily residence- A building containing three or more dwelling units.

The proposed amendment language is:

Multifamily- A building, parcel, or development containing two or more dwelling units. This use includes townhouse developments, if all units are on one lot, and manufactured housing parks.

Single-Family- A freestanding structure containing one single-family dwelling unit. More than one single-family dwelling on a single lot constitutes a multifamily dwelling.

**CONSIDERATIONS:**

The proposed change does not prohibit more than one single-family home on a lot if the density allows it, but the multifamily development design standards will be considered when a second home is added.

It is estimated that there are approximately 146 properties that this change could impact. Approximately 95 of these properties have density to develop 3 or more dwelling units and would have had to meet the current multifamily setbacks and buffers. Approximately 50 have density for 2 dwelling units and would be impacted by this change. A majority of these properties are in a Historic Neighborhood.

Attachment 3 provides a summary of the impacts on setbacks and buffers. The majority of changes result in more flexibility for most sites; approximately 10 properties could have impacts to how wetland buffers are now applied.

Due to the resulting buffer differences, this change will result in legal nonconformities. For instance, Residential Single-Family-3 (RSF-3), Residential Single-Family-5 (RSF-5), Residential Single-Family-6 (RSF-6) are zoned for single-family; but not multifamily. Family Compounds & Subdivisions are not affected by the proposed change, LMO Section 16-2-103.X.IV considers Family Compounds to be a single-family use.

Divisible dwelling units (or commonly referred to as lock-out rooms) are an accessory use that is permitted with conditions in the Coligny Resort (CR) and Resort Development (RD) Districts. They are only allowed in multifamily or interval occupancy developments. This accessory use is no longer desirable and is recommended to be struck from the LMO. All existing divisible dwelling units would become legal nonconformities per LMO Chapter 16-7, Nonconformities, Attachment 4.

Based on the Town's data limitations, the number of existing divisible dwellings units could not be determined. There are approximately 3,000 timeshares. Staff research showed that some approved lockout developments have been converted back to whole dwelling units.

While the Town recognizes the continued existence of nonconformities is generally inconsistent with the purpose and intent of the LMO, it also recognizes the need to provide flexibility to encourage redevelopment of nonconforming sites, which lessen the degree of the nonconformity and is consistent with the goals of the comprehensive plan "Our Plan".

A presentation will be provided at the Public Planning Committee meeting.

**ATTACHMENTS:**

1. Proposed Ordinance 2023-09
2. LMO Amendment Plan Details by Phase and Critical Path
3. Existing Setback to Buffer Summary
4. LMO Chapter 16-7, Nonconformities

**AN ORDINANCE OF THE TOWN OF HILTON HEAD ISLAND**

**ORDINANCE NO.**

**PROPOSED ORDINANCE NO.2023-09**

**AN ORDINANCE OF THE TOWN OF HILTON HEAD ISLAND TO AMEND TITLE 16 OF THE MUNICIPAL CODE OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, THE LAND MANAGEMENT ORDINANCE (LMO), SECTIONS 16-4-103.D.2, 16-4-103.E.2, 16-10-103.A.2, AND 16-10-105; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.**

**WHEREAS**, on October 7, 2014, the Town Council did adopt a new Land Management Ordinance (LMO); and

**WHEREAS**, from time to time it is necessary to amend the LMO; and

**WHEREAS**, the Planning Commission held a public hearing on March 15, 2023 at which time a presentation was made by Staff and an opportunity was given for the public to comment on the proposed LMO Amendments; and

**WHEREAS**, after consideration of the Staff presentation and public comments the Planning Commission voted 6-0 to remand the proposed LMO amendments back to staff; and

**WHEREAS**, the Planning Commission held a special public meeting on March 29, 2023 at which time a presentation was made by Staff and an opportunity was given for the public to comment on the proposed LMO amendments; and

**WHEREAS**, after consideration of the Staff presentation and public comments the Planning Commission voted 7-0 to forward the proposed LMO amendments to the Public Planning Committee with a recommendation of approval; and

**WHEREAS**, the Public Planning Committee held a public meeting on April 10, 2023 at which time a presentation was made by Staff and an opportunity was given for the public to comment on the proposed LMO amendments; and

**WHEREAS**, after consideration of the Staff presentation and public comments, the Public Planning Committee voted **xx** to recommend approval of the proposed LMO amendments; and

**WHEREAS**, on May 2, 2023, Town Council approved on first reading a proposed Ordinance outlining LMO amendments; and

WHEREAS, after due consideration of said LMO amendment, the Town Council, upon further review, finds it is in the public interest to approve the proposed LMO Amendments.

NOW, THEREFORE, BE IT 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 the LMO Amendment is adopted and the Land Management Ordinance is amended as shown on Exhibit “A” to this Ordinance. Newly added language is illustrated with double underline and deleted language is illustrated with ~~striketrough~~.

**Section 2. 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 upon its adoption by the Town Council of the Town of Hilton Head Island, South Carolina.

PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.

THE TOWN OF HILTON HEAD  
ISLAND, SOUTH CAROLINA

\_\_\_\_\_  
Alan R. Perry, Mayor

ATTEST:

\_\_\_\_\_  
Cindaia L. Ervin, Interim, Town Clerk

Public Hearing: March 15, 2023

First Reading:

Second Reading:

APPROVED AS TO FORM:

\_\_\_\_\_  
Curtis L. Coltrane, Town Attorney

EXHIBIT “A”

Sec.16-4-103.D.2. Accessory Use/Structure Table

TABLE 16-4-103.D.2: ACCESSORY USE/STRUCTURE TABLE																						
P = Permitted by Right PC = Permitted Subject to Use-Specific Conditions																						
Blank Cell = Prohibited																						
ACCESSORY USE/ STRUCTURE	SPE CIA L DIST RICT S	RESIDENTIAL DISTRICTS							MIXED-USE AND BUSINESS DISTRICTS											USE- SPECIFIC CONDITIONS		
		CON	PR	RSF-3	RSF-5	RSF-6	RM-4	RM-8	RM-12	CR	SPC	CC	MS	WMU	S	MF	MV	NC	LC		RD	MED
Amateur radio antenna			P C	P C	P C	P C	P C	P C					P C	P C		P C	P C					Sec. 16-4-103.E.1
Automatic teller machine (ATM)									P	P	P	P	P	P	P			P	P	P		
Crematory (as accessory to funeral homes)											P										P	
<del>Divisible Dwelling Unit</del>									<del>P C</del>										<del>P C</del>			<del>Sec. 16-4-103.E.2</del>
Home Occupation			P C	P C	P C	P C	P C	P C	P C	P C		P C	P C	P C	P C	P C	P C	P C	P C			Sec. 16-4-103.E.3
<i>Outdoor display and sale of merchandise</i>									P C	P C	P C	P C	P C	P C			P C	P C				Sec. 16-4-103.E.4
<i>Outdoor storage (as an accessory use)</i>									P C	P C	P C			P C				P C		P C	P C	Sec. 16-4-103.E.5
<i>Satellite dish</i>	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	Sec. 16-4-103.E.6
Small wind energy conversion system (WEC)	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	Sec. 16-4-103.E.7
Solar collection device			P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	Sec. 16-4-103.E.8
Telecommunications Facility, Collocated	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	P C	Sec. 16-4-103.E.9

**Sec 16-4-103.E. Use-Specific Conditions for Accessory Uses and Structures**

**2. Divisible Dwelling Unit**

~~A **divisible dwelling unit** incorporating **lock-out rooms** is allowed as an **accessory use** to a **multifamily dwelling** or **interval occupancy unit** if it complies with the following conditions:~~

- ~~a. The unit shall have a separate outside entrance serving the **lock-out rooms**.~~



- ~~b. The *lock-out rooms* may not exceed 75 percent of the *gross floor area* of the entire *dwelling*.~~
- ~~c. Each lock-out room in a *divisible dwelling unit* shall count as  $\frac{1}{2}$  *dwelling unit* in addition to the one *dwelling unit* counted for the entire divisible *dwelling*.~~

### Sec.16-10-103.A.2. Use Types and Definitions

#### **Multifamily**

A *building, parcel, or development* containing ~~three~~ two or more *dwelling units*. This use includes townhouse developments, if all units are on one *lot*, and manufactured housing parks.

#### **Single-Family**

A freestanding *structure* containing one ~~not more than two~~ *single-family dwelling units*. ~~Two~~ *single-family* homes may be located on the same *lot* if the applicable *density* standard is met. More than one ~~two~~ *single-family dwellings* on a single *lot* constitutes a *multifamily dwelling*.

### Sec.16-10-105. General Definitions-

#### **Divisible Dwelling Unit**

~~A *dwelling unit* in a *multifamily* residential or *interval occupancy development* that includes one or more lock-out bedrooms that can be physically closed or locked off from the remainder of the *dwelling*. Such units must have a bathroom. Size is limited to 75 percent of the *gross floor area* of the entire *dwelling*.~~

# LMO Amendment Plan: Details by Phase

## Phase Details

1

### PHASE 1

- Remove staff granted waivers and amend some standards.
- Allow variances from all sections of the LMO other than use, density or height.
- Allow outdoor screened bike storage in the Light Commercial and Community Commercial zoning districts and provide more specificity related to screening.
- Provide clarification in the Manufacturing use classification as it relates to the size of a brewery.
- Replace using June traffic counts with July traffic counts for Traffic Impact Analysis Plan Standards.
- Change when/how plantings are required on single family lots in buffers as part of a subdivision Certificate of Compliance.
- Amend the definition of changeable copy to allow signs to be changed electronically with limitations on frequency and timing.
- Amend the measurement for height calculation.
- Add that owners' consent is required for minor subdivisions as it is currently listed as being exempt.
- Require a public hearing for subdivision amendments.

2

### PHASE 2

- Section 16-2-103.F: Provide standards for deviations from previously platted subdivisions.

3

### PHASE 3

- Definition for single-family.
- Definition for multifamily.
- Eliminate divisible dwelling units.

4

### PHASE 4

- Administrative application and procedural changes for Major Subdivision and Major Development Plan review processes.
- Adding a construction management plan requirement.
- Adding a named storm requirement.
- Updated residential site design standards including open space standards, pedestrian connectivity, subdivision and zero lot line standards, lot size and layout requirements, and residential setback angles.
- Modified traffic impact analysis methodology.
- Parking standards and signage standard updates.
- Revising stormwater provisions and recommending best-practice amendments.
- Strengthening of tree regulations.

5

### PHASE 5

- Review of all LMO chapters and content.
- Review of overall organization.
- Review of user-friendliness of the code.
- Alignment with Our Plan.
- Integration of outcomes from Growth Framework and District Plan initiative.

# LMO Amendment Plan: Critical Path

03/31/2023

Phase	2022			2023												2024					
	Q4			Q1			Q2			Q3			Q4			Q1			Q2		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
1		11/1: LMO of PC	12/21: PC-PH	01/26: PPC	02/14: TC WKSP 02/21: TC1	03/07: TC2															
2		11/1: LMO of PC	12/21: PC-PH	01/26: PPC	02/14: TC WKSP	03/07: TC1 03/08: PC 03/21: TC2															
3						03/15: PC 03/29: PC	04/10: PPC	05/02: TC1 05/16: TC2													
4								PC	PPC	TC1	TC2										
5						GROWTH FRAMEWORK AND DISTRICT PLAN INITIATIVE						TCW					PC-PH	PPC	TC1 TC2		

Dates for future meetings are subject to change.

MEETING KEY	
LMO of PC	Planning Commission LMO Committee
PC-PH	Planning Commission Public Hearing
PC	Planning Commission
PPC	Public Planning Committee of Town Council
TCW	Town Council Workshop
TC1	Town Council First Reading
TC2	Town Council Second Reading

**Summary of Setbacks and Buffers – Change in Single Family & Multifamily Definition:**

**LMO 16-5-102.C, 16-5-102.D, 16-5-103.D, 16-6-102.D.2**

**Adjacent Street Setback (Structure) – Based on the type of street, not use.**

- Major Arterial – No Change
- Minor Arterial- No Change
- Other- No Change

**Adjacent Use Setback – Based on the use of developed property and zoning of undeveloped property.**

- Developed – In all cases, same or reduced
- Undeveloped - In all cases, same or reduced

**Adjacent Street Buffer– Based on the type of street, not use.**

- Major Arterial – No Change
- Minor Arterial- No Change
- Other- No Change

**Adjacent Use Buffer - Based on the use of developed property and zoning of undeveloped property.**

- Developed – No change
- Undeveloped – No change

**Wetland Buffers – Based on freshwater and tidal wetlands.**

- Tidal – Introduces an average buffer for pervious surfaces, structures and impervious surfaces.
  - Pervious – Existing 20' Minimum
    - Increased buffer to meet both average 35' and 15' minimum
  - Structures – Existing 20' Minimum
    - Increased buffer to meet both average 40' and 20' minimum
  - Impervious – Existing 20; Minimum
    - Increased buffer to meet both average 50' and 25' minimum
- Freshwater – Introduces new buffer.
  - Pervious – Existing n/a
    - Increased buffer to meet both average 35' and 10' minimum
  - Structures – Existing n/a
    - Increased buffer to meet both average 35' and 10' minimum
  - Impervious – Existing n/a
    - Increased buffer to meet both average 40' and 20' minimum

## Attachment 4

### Chapter 16-7: Nonconformities

#### Sec.16-7-101. General Provisions

##### A. Purpose

The zoning regulations and **development** standards established by this **Ordinance** are designed to guide the future **development** and redevelopment of **land** within the **Town** by encouraging and regulating **site development** and appropriate groupings of compatible and related **uses** that promote and protect the public health, safety, and general welfare. While the **Town** recognizes the continued existence of nonconformities is generally inconsistent with the purpose and intent of this **Ordinance**, it also recognizes this **Ordinance** needs to provide flexibility to encourage redevelopment of nonconforming **development** if it lessens the degree of the nonconformity and if redevelopment is consistent with the goals of the **Comprehensive Plan** and the district in which the **development** is located. This Chapter provides for the regulation of **nonconforming uses, structures, signs, and site** features, and specifies those circumstances and conditions under which such nonconformities are allowed to continue and redevelop.

##### B. Applicability

This Chapter applies to **uses, structures, signs, and site** features that were made nonconforming by initial adoption of this **Ordinance** or a subsequent amendment to this **Ordinance**. It also applies to **uses, structures, signs, and site** features that were a lawful nonconformity under a provision of a previously applicable **ordinance** of the **Town** and that remain nonconforming with one or more provisions of this **Ordinance**, even if the type or extent of nonconformity is different.

##### C. Authority to Continue

Legal nonconformities are allowed to continue in accordance with the regulations of this Chapter.

##### D. Burden of Proof

The burden of establishing that any nonconformity is a legal nonconformity as defined by this Title shall, in all cases, be upon the owner of such nonconformity and not upon the Town or any other person.

##### E. Repairs and Maintenance

1. **Repairs** and normal **maintenance** required to keep legal **nonconforming uses, structures, or site** features in a safe condition are permitted, provided that no alterations may be made except those allowed by this Chapter, or as may be required by other law or **ordinance**.
2. This Chapter shall not be construed to prevent strengthening or **repair** of a **structure** in compliance with the order of a public official whose duties include protecting the public safety.

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## **F. Substitution of Nonconformities for Redevelopment**

To provide flexibility and encourage redevelopment of **sites** with nonconforming features or **structures**, the **Official** is authorized to approve a Development Plan for such **sites** if the proposed **development**:

1. Will not include any new **development** that increases the amount of encroachment into any required buffer or setback;
2. Will not increase the **impervious cover** on the **site** over the maximum allowed for the district or the existing **impervious cover**, whichever is greater;
3. Will not result in a **density** in excess of what is allowed under this **Ordinance**, or the existing **density**, whichever is greater;
4. Will lessen the extent of existing **nonconforming site features** to the greatest extent possible;
5. Will not have an adverse impact on the public health, safety or welfare; and
6. Will lessen the extent of nonconformities related to any existing **nonconforming structure** on the **site** to the greatest extent possible.

## **G. Discontinuance or Abandonment**

1. A legal **nonconforming use** which has been discontinued for a period of 18 consecutive months shall not be re-established. Any **structure** or **land**, or **structure** and **land** in combination which was formerly devoted to a legal **nonconforming use** which has been discontinued for a period of 18 consecutive months, shall not again be devoted to any **use** other than a **use** that is allowed in the zoning district in which the **land** is located. A conforming **use** shall not be permitted to revert back to a **nonconforming use**.
2. A legal **nonconforming use** shall be considered discontinued immediately if it is replaced by a conforming **use** on the **land** and thereafter the **nonconforming use** shall not be re-established.
3. A legal **nonconforming structure** shall be considered abandoned immediately if it is replaced by a conforming **structure**. Thereafter the **nonconforming structure** shall not be re-established.
4. Discontinuance of a legal **nonconforming use** or abandonment of a legal **nonconforming structure** shall be deemed to exist upon the occurrence of any one or more of the following, for a period of 18 consecutive months:
  - a. Failure to obtain permits or take all other necessary steps to resume a legal **nonconforming use**;  
or
  - b. Utility services, such as water and electricity, to the property are disconnected; or
  - c. Removal of equipment or fixtures which are necessary for the operation of a legal **nonconforming use**; or
  - d. **Structures** that have fallen into disrepair as defined by Section 9-8-10 of the **Municipal Code**; or
  - e. Signs advertising a legal **nonconforming use** are removed.

## **H. Expansion, Enlargement, or Extension**

For purposes of this Chapter only, the terms "expansion", "enlargement" or "extension" refer to any increase in the size of a legal **nonconforming structure**, or **site** feature. The footprint of any existing **nonconforming site feature** or **structure** may be maintained or expanded as long as the **applicant** receives an approval as provided in Sec. 16-7-101.F, Substitution of Nonconformities for Redevelopment, unless one of the following is involved:

- 
1. **Expansion**, enlargement, or extension associated with a **nonconforming use**; and
  2. Replacement of a nonconforming **site** feature with a **nonconforming structure**; and
  3. The demolition or modification of an existing **nonconforming structure** with the intent to rebuild or remodel the **structure** in accordance with an approved Zoning Map Amendment for the Redevelopment Overlay (R-O) District (see Sec. 16-3-106.K); and
  4. **Nonconforming signs**.

## **Sec.16-7-102. Nonconforming Uses**

### **A. Expansion**

A legal **nonconforming use** shall not be enlarged, expanded, or extended to occupy a greater area of **land** or **gross floor area** than was occupied on the date it became a legal **nonconforming use**. No new **accessory use** or **structure** shall be established on the **site** of a **nonconforming use**.

### **B. Relocation**

A legal **nonconforming use** may not be moved, in whole or in part, to any other portion of the **parcel** of **land** on which it is located, or to another **parcel** of **land**, unless the **use** will be in conformance with the **use** regulations of the district into which it is moved.

### **C. Change in Use**

A **nonconforming use**, if changed to a conforming **use**, may not thereafter be changed back to any **nonconforming use**.

### **D. Accessory Use**

A **use** that is accessory to a legal **nonconforming use** shall not continue after the legal **nonconforming use** has ceased or been abandoned or discontinued, unless it conforms to all provisions of this **Ordinance**.

## **Sec.16-7-103. Nonconforming Structures**

The following provisions apply to all **nonconforming structures** unless approved in accordance with Sec. 16-7-101.F, Substitution of Nonconformities for Redevelopment.

### **A. Expansion, Relocation or Redevelopment**

A legal **nonconforming structure** shall not be expanded, enlarged, relocated, or redeveloped, in whole or in part, unless the **structure** is made conforming in accordance with the provisions of this **Ordinance** or is otherwise allowed by the provisions in this Chapter or Chapter 16-9: Disaster Recovery.

### **B. Damage or Destruction of Nonconforming Structure**

A legal **nonconforming structure** that is damaged or destroyed by means not covered by Chapter 16-9: Disaster Recovery (including intentional human destruction), may be repaired, reconstructed, or rebuilt only in accordance with the following requirements.

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### **1. Single-Family Exception**

- a. A **single-family dwelling unit** existing within the **Town** that is damaged or destroyed, and is either permitted in the district in which it is located, or is a **legally established nonconforming use** in that district, may be rebuilt, restored or repaired consistent with the requirements of Title 15 of the **Municipal Code**.
- b. If any such **dwelling unit** is a **legally established nonconforming structure** as to a **development** standard under this **Ordinance**, then the rebuilding, restoration or **repair** shall comply with the **development** standards of this **Ordinance** to the extent deemed reasonably practical by the **Official**. In such circumstances, the **applicant** shall make every effort to eliminate the nonconformities and lessen the extent of the nonconformity.

### **2. Structure Less Than 50 Percent Destroyed**

- a. A **building** permit may be issued to rebuild, restore, or **repair** a legal **nonconforming structure** within 18 months of damage or destruction of not more than 50 percent of its appraised fair market value immediately prior to the damage.
- b. Such appraisal, undertaken and submitted to the **Town** at the owner's expense, may be challenged by the **Town** on the basis of its own appraisal. The **Town** shall notify the **applicant** within 15 days of its intent to obtain another appraisal. The **Board of Zoning Appeals** shall have final determination authority in the case of any dispute.
- c. If the reconstruction is delayed through litigation or other cause beyond the control of the owner, the time of such delay shall not be considered when computing the 18-month period.

### **3. Structure More Than 50 Percent Destroyed**

- a. A legal **nonconforming structure** damaged or destroyed to the extent of 50 percent or more of its appraised fair market value immediately prior to the damage shall not be repaired or replaced except in accordance with the requirements of this **Ordinance**.
- b. Such appraisal, undertaken and submitted to the **Town** at the owner's expense, may be challenged by the **Town** on the basis of its own appraisal. The **Town** shall notify the **applicant** within 15 days of its intent to obtain another appraisal. The **Board of Zoning Appeals** shall have final determination authority in the case of any dispute.
- c. This provision shall not be construed or enforced to deprive a unit owner in a horizontal property regime from rebuilding in the event the members of the regime vote for and fully fund, through insurance or otherwise, the total restoration of the project. The **Town** shall require a surety to insure full performance of the restoration project when regime insurance is not sufficient to fully cover the costs of reconstruction.

## **Sec.16-7-104. Nonconforming Signs**

### **A. Enlargement or Expansion**

A legal **nonconforming sign** shall not be enlarged or structurally altered in any way that increases the extent of the nonconformity.



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## **B. Maintained in Good Condition**

A legal **nonconforming sign** shall be maintained in good and working condition in accordance with Sec. 16-5-114.C.2.f. Painting, **repair**, and refinishing of the **sign face** or **sign structure** is permitted, as long as the appearance of the sign complies with Sec. 16-5-114, Sign Standards.

*(Revised 1-7-2020 - Ordinance2020-02)*

## **C. Change to Nonconforming Sign Shall Comply with this Ordinance**

If a legal **nonconforming sign** is changed in any way (its dimensional standards, message, or any other element) because of a change in **use**, change in business name, or for any other reason, the sign shall comply with Sec. 16-5-114, Sign Standards with the exception of location. An **off-premises sign** may remain **off-premises** as long as it remains in the same location. Any modification that fails to comply with Sec. 16-5-114 shall render the prior Sign Permit void and shall result in the sign being in violation of this **Ordinance**.

*(Revised 1-7-2020 - Ordinance2020-02)*

## **D. Repair, Reconstruction, or Replacement After Damage or Destruction**

**Repair**, reconstruction, or replacement of a damaged or destroyed legal **nonconforming sign** shall be subject to the same provisions applicable to the **repair**, reconstruction, or replacement of a damaged or destroyed legal **nonconforming structure** in Sec. 16-7-103.B, Damage or Destruction of Nonconforming Structure.

## **Sec.16-7-105. Nonconforming Site Features**

### **A. Purpose**

The purpose of this section is to cause certain legal **nonconforming site features** to be brought into compliance with the standards of this **Ordinance** as part of remodeling or **expansion** of an existing **development**.

### **B. Applicability**

#### **1. Examples of Nonconforming Site Features**

For the purposes of this Chapter and section, the term "**nonconforming site features**" includes **site features** to the extent they fail to comply with the standards in the referenced sections.

**Nonconforming site features** include, but are not limited to, the following:

- a. Lack of or inadequate adjacent street or use buffer width or screening (Sec. 16-5-103);
- b. Lack of or inadequate number or dimensions of parking spaces (Sec. 16-5-107.D-E);
- c. Lack of or inadequate parking lot landscaping (Sec. 16-5-107.G);
- d. Fence or wall **height** (Sec. 16-5-113.C);
- e. Lack of or inadequate screening for particular **uses**;
- f. Use-Specific Conditions for Principal Uses; Sec. 16-4-103.E, Use-Specific Conditions for Accessory Uses and Structures; and Sec. 16-4-104.D, Use-Specific Conditions for Temporary Uses and Structures.

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## **2. Applicability**

If an ***application*** is filed for a ***development*** approval or permit that proposes or would result in alteration of a ***nonconforming site feature*** on the ***development site***, such ***nonconforming site feature(s)*** shall be brought into conformance with the standards of this ***Ordinance*** to the ***maximum extent practicable***, except for disaster recovery situations covered by the provisions in Chapter 16-9: Disaster Recovery.



# TOWN OF HILTON HEAD ISLAND

## Public Planning Committee

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**TO:** Public Planning Committee  
**FROM:** Ashley Goodrich, Principal Planner  
**VIA:** Taylor Ladd, Interim Community Planning Manager  
**VIA:** Missy Luick, Assistant Community Development Director  
**VIA:** Shawn Colin, Assistant Town Manager – Community Development  
**CC:** Marc Orlando, Town Manager  
**CC:** Aaron Black, Facilities Manager  
**DATE:** April 10, 2023  
**SUBJECT:** Report on Annual Service Plan from Palmetto Breeze

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### **SUMMARY:**

Mary Lou Franzoni, the Executive Director of Palmetto Breeze, with input from Aaron Black, Town Facilities Manager, will provide a report on the Annual Service Plan. This will include the following:

- Discussion on options to enhance Breeze Trolley services to HHI Airport through a commissioned study presented by consultant Rachel Hatcher of RSH;
- An update on the 2023 Breeze Trolley Service; and
- Information about the Coligny Beach Parking Shuttle.

### **BACKGROUND:**

Hilton Head Island is served by the Palmetto Breeze transit system operating fixed route commuter service throughout the region, and trolley shuttle service. Attachment 1 presents a summary of the regional service.

The Breeze connects the Lowcountry across Allendale, Beaufort, Colleton, Hampton, and Jasper Counties with commuter and trolley service on HHI, but currently there are no services offered to the Hilton Head Island Airport. The Breeze's HHI Airport Report is shown as Attachment 2, with supporting information from a presentation at the February Local Area Transportation Study (LATS) meeting, Attachment 3.

The Breeze Trolley service, owned and operated by the Lowcountry Regional Transportation Authority (LRTA), serves Hilton Head Island on a seasonal schedule. In 2022, the Breeze Trolley service operated from April to Labor Day on Hilton Head Island, including a beach shuttle on weekends to accommodate beach visitor parking. Attachment 4 presents the 2022 season service summary for the trolley. This service will return to the Island in April 2023. The route map and schedule are included as Attachment 5.

The Coligny Beach Parking Shuttle, part of the trolley service, will be offered for free between USCB-Hilton Head Island and Coligny Beach Park. The parking shuttle will run Friday, Saturday, Sunday, and Holidays between the times of 10:00 am to 4:30 pm. Attachment 6 includes information about the beach parking shuttle. Implementing Beach Park enhancements, including beach shuttle services, are considered a Top 15 Strategic Plan Priority as designated by Town Council.

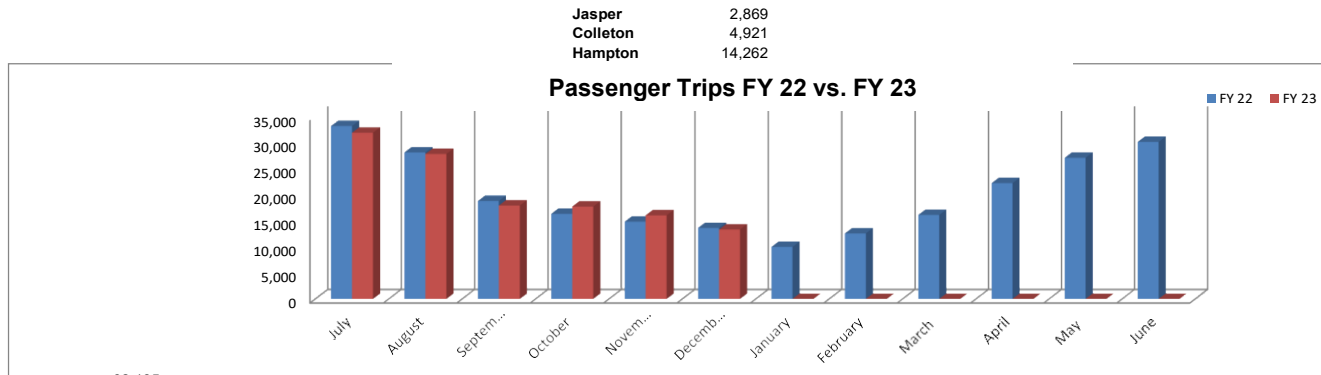
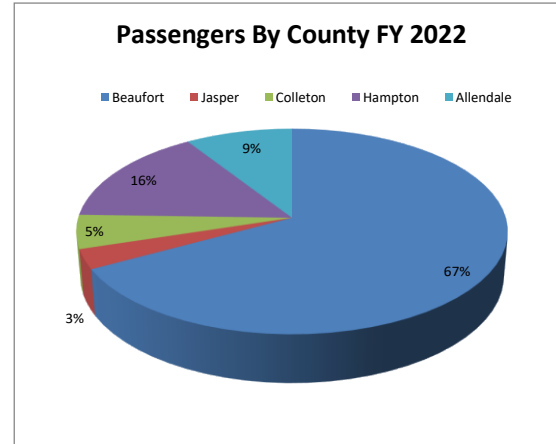
**ATTACHMENTS:**

1. Palmetto Breeze Service Summary
2. The Breeze Hilton Head Island Airport Study Report
3. The Breeze Hilton Head Island Airport Study Presentation, LATS Meeting – February 2023
4. The Breeze Trolley 2022 Service Summary
5. The Breeze Trolley 2023 Season Map and Schedule
6. The Breeze Trolley Coligny Beach Parking (Beach Shuttle) Route Map



**Palmetto Breeze  
Passengers by County  
FY 2022-2023**

Commuter Routes	Beaufort	Jasper	Colleton	Hampton	Allendale	Total	FY 21-22	Variance
July	20,944	576	983	2,867	1,882	27,252	31,418	-13.26%
August	17,231	636	1,244	2,815	1,407	23,333	24,291	-3.94%
September	8,199	533	1,095	2,533	1,453	13,813	14,793	-6.62%
October	7,236	588	943	2,902	1,705	13,374	13,014	2.77%
November	5,876	555	848	3,193	1,512	11,984	11,009	8.86%
December	5,073	557	791	2,819	1,479	10,719	11,443	-6.33%
January						0	7,930	-100.00%
February						0	10,635	-100.00%
March						0	12,611	-100.00%
April						0	18,314	-100.00%
May						0	22,192	-100.00%
June						0	24,722	-100.00%
<b>Total:</b>	<b>43,615</b>	<b>2,869</b>	<b>4,921</b>	<b>14,262</b>	<b>7,556</b>	<b>100,475</b>	<b>202,372</b>	<b>-50.35%</b>
<b>Other</b>							<b>FY 21-22</b>	<b>Variance</b>
July	4,265	200	0	0	129	4,594	1,720	167.09%
August	4,261	0	0	0	191	4,452	3,791	17.44%
September	4,007	0	0	0	76	4,083	3,974	2.74%
October	4,218	0	0	0	104	4,322	3,297	31.09%
November	4,037	0	0	0	0	4,037	3,801	6.21%
December	2,047	0	0	0	539	2,586	2,169	19.23%
January						0	2,041	-100.00%
February						0	1,919	-100.00%
March						0	3,486	-100.00%
April						0	3,886	-100.00%
May						0	4,858	-100.00%
June						0	5,373	-100.00%
<b>Total:</b>	<b>18,570</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>910</b>	<b>24,074</b>	<b>40,315</b>	<b>-40.29%</b>
<b>Grand Total:</b>	<b>62,185</b>	<b>2,869</b>	<b>4,921</b>	<b>14,262</b>	<b>8,466</b>	<b>124,549</b>	<b>242,687</b>	<b>-48.68%</b>



Beaufort	62,185														
Jasper	2,869														
Colleton	4,921														
Hampton	14,262														
Allendale	8,466														
Total	92,703														
		FY 22	FY 23												
		33,138	31,846	28,082	27,785	18,767	17,896	16,311	17,696	14,810	16,021	13,612	13,305	9,971	0
		12,554	0	16,097	0	22,200	0	27,050	0	30,095	0	0	0	0	0

December 2022

County	Route	Fixed Route				
		Total Time	Total Miles	Pax	DH Miles	DH Time
Beaufort	302	130.30	3133.00	752	200.00	13.05
	802	101.30	2026.00	538	660.00	17.23
Hampton	307	163.30	5862.00	731	2404.00	50.10
	807	101.00	2116.00	545	861.00	17.45
Jasper	308	155.00	4618.00	573	1210.00	29.40
Beaufort	309	153.10	2497.00	247	871.00	32.95
Hampton	310	126.45	5069.00	837	2107.00	41.75
	810	84.00	1635.00	989	648.00	14.85
Allendale	311	149.10	5513.00	1107	1366.00	37.50
	811	99.30	1640.00	984	670.00	16.95
Colleton	320	149.00	5562.00	511	1499.00	34.15
	820	101.30	2327.00	751	650.00	14.30
Walterboro	429	152.00	3584.00	386	258.00	133.98
Beaufort	504	0.00	0.00	0	0.00	0.00
	804	87.00	1386.00	659	182.00	19.40
Bft Trolley	505	0.00	0.00	0	0.00	0.00
Haig Point	509	115.00	1187.00	881	973.00	57.50
Beach Shutt	510	0.00	0.00	0	0.00	0.00
Palmetto Bl	863	58.00	1520.00	322	676.00	16.65
Marriott Res	507	0.00	0.00	0	0.00	0.00
USCB	508	72.00	1191.00	25	32.00	4.25
Bluffton	511	552.30	8,367.00	173	847.00	45.49
<b>Total</b>		<b>2,549.45</b>	<b>59,233.00</b>	<b>11,011.00</b>	<b>16,114.00</b>	<b>596.95</b>
<b>Total Miles</b>		<b>59,233</b>				
<b>Revenue Hours</b>		<b>1,953</b>				
<b>Revenue Miles</b>		<b>43,119</b>				
<b>Ridership</b>		<b>11,011</b>				

County	Route	Para Transit				
		Total Time	Total Miles	Pax	DH Miles	DH Time
Special Trips	428	23.45	240.00	48	163.00	4.94
Urban ADA	506	23.00	420.00	55	229	10.90
Beaufort	501	180.00	3,628.00	293	1,184.00	128.59
Beaufort	502	181.00	3,928.00	293	603.00	147.75
Beaufort	503	0.00	0.00	0	0.00	0.00
Beaufort	702	299.00	4,755.00	539	600.00	263.22
Allendale OOA	5311		0.00	149	0.00	
Urban Coordinated	200	291.00	5594.00	300	1,992.00	193.09
Rural Coordinated	201	214.00	4881.00	227	1,648.00	146.48
		<b>1,211.45</b>	<b>23,446.00</b>	<b>1,904.00</b>	<b>6,419.00</b>	<b>894.97</b>
<b>Total Miles</b>			<b>23,446</b>			
<b>Revenue Hours</b>			<b>316</b>			
<b>Revenue Miles</b>			<b>17,027</b>			
<b>Ridership</b>			<b>1,904</b>			

	Total Time	DH Time	Total Miles	DH Miles	Passengers
Total	3,760.90	1,491.92	82,679.0	22,533.0	12,915
Less Allendale			0.0	0.0	-149
			82,679.0	22,533.0	12,766

Passengers by County

	Total	FR	Para Transit
Beaufort	7,120	5,073	2,047
Jasper	557	557	0
Colleton	791	791	0
Hampton	2,819	2,819	0
Allendale	2,018	1,479	539
<b>Totals</b>	<b>13,305</b>	<b>10,719</b>	<b>2,586</b>

606 Reporting	Total Time	DH Time	Total Miles	DH Miles	Passengers	Revenue Hours	Revenue Miles
Fixed Route	2,549.45	596.95	59,233.00	16,114.00	11,011	1,952.50	43,119.00
Demand Response	1,211.45	894.97	23,446.00	6,419.00	1,755	316.48	17,027.00
Allendale			0.00	0.00	149		0.00
<b>Total</b>	<b>3,760.90</b>	<b>1,491.92</b>	<b>82,679.00</b>	<b>22,533.00</b>	<b>12,915</b>	<b>2,268.98</b>	<b>60,146.00</b>

Common Cost Distribution			
	Revenue Miles	Revenue Hours	Blended
Total	60,146	2,269	
Rural	39,157	1,012	44.59%
Urban	20,989	1,257	55.41%
			<b>54.85%</b>
			<b>45.15%</b>





# Hilton Head Island Airport Service

*January 2023*



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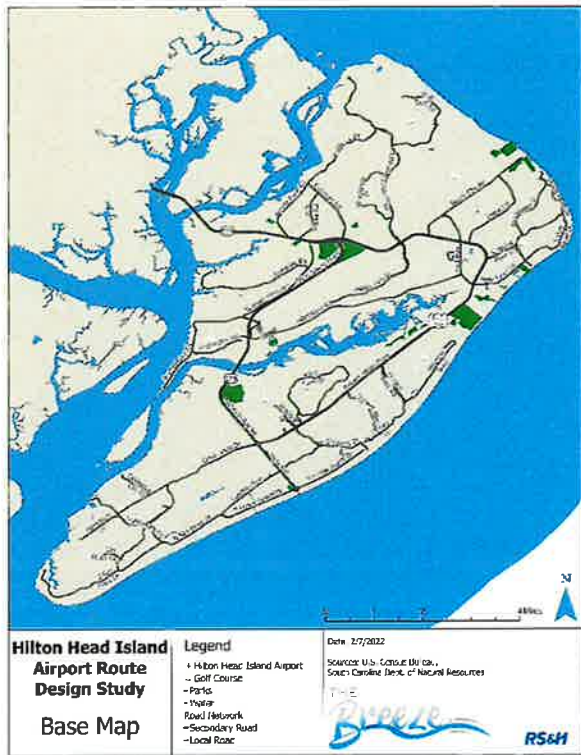
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## 1. INTRODUCTION AND PROJECT OVERVIEW

Following the 2010 Census, the Hilton Head and Bluffton Region was designated as urbanized, and the Lowcountry Area Transportation Study (LATS) was established under the Lowcountry Council of Governments (LCOG) to facilitate the transportation planning process. The LATS Region has continued to see incremental full-time residency population growth increase from the 2010 to the 2020 Census count. This growth, coupled with the expanding tourism population and geographic constraints unique to island communities has led to increasing traffic related issues and needs for multimodal investments.

**Figure 1: Study Area – Hilton Head Island**



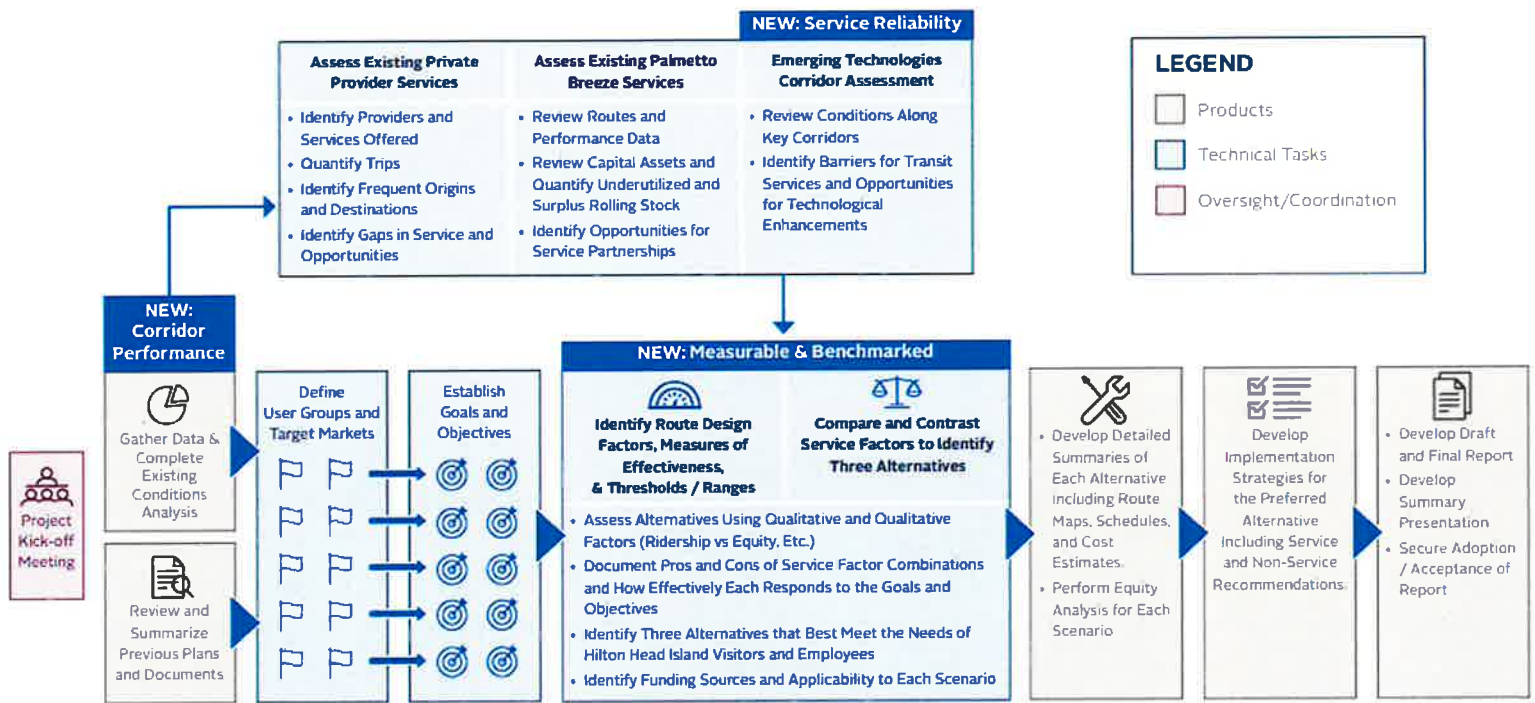
The Town of Hilton Head Island (HHI) is the second largest barrier island along the Southeast Atlantic coast, renowned for their travel and tourism-based industry. While the year-round population of Hilton Head is roughly 40,000, the daytime population grows to approximately 300,000 during the summer season. Hilton Head Island is also a major contributor to the population density qualifying the region as a Metropolitan Planning Organization (MPO) and is home to the Hilton Head Island Airport. In recent years, the airport has made significant capital investments to expand commercial flight offerings, including runway expansion, FAA compliance related improvements, and safety enhancements. These investments have led to unprecedented increases in annual passenger counts, even during the COVID-19 related downturn in air-travel. With additional capital funding programmed for expansion of the airport terminal over the next 3 years, the airport anticipates continued growth in passengers.

Full-time HHI residents and visitors are served by Palmetto Breeze transit system, which operates fixed route urban, commuter, complimentary ADA paratransit, and trolley shuttle services throughout the region. Palmetto Breeze operates under the leadership of the LRTA board representing Allendale, Beaufort, Colleton, Hampton, and Jasper Counties. While the transit system operates commuter and trolley services on HHI, there are currently no services offered to the Hilton Head Island Airport. With a 196% increase in passenger counts within a one-year timeframe, there is a present and growing need for public transportation services.

Regional population growth, growing traffic delays, significant airport passenger increases, and associated impacts to the quality of life to residents and visitors supports the need for public transit service expansion to the Hilton Head Island Airport. The following report details the approach used to define goals and objectives, identify target markets and associated origins and destinations, perform public and stakeholder engagement, and complete a technical route design planning process.

The following flow-chart graphic provides an overview of the Hilton Head Island Airport Route Design Process

**Figure 2: Airport Route Design Planning Process**



## 2. MISSION AND STUDY GOALS

*Our Mission: "To provide regionally the safest, most innovative, cost efficient, multi-modal public transportation system possible. As the transportation authority we will work relentlessly to achieve coordination and pursue customer service satisfaction while providing freedom of mobility and independence to our residents and visitors in an environmentally friendly manner."*

*-Lowcountry Regional Transit Authority / Palmetto Breeze*

The Hilton Head Island Airport Route Design study seeks to support the Vision and Mission of the LRTA / Palmetto Breeze, while also working to support the Federal, State, Regional, Local, and partner agency's transportation goals.

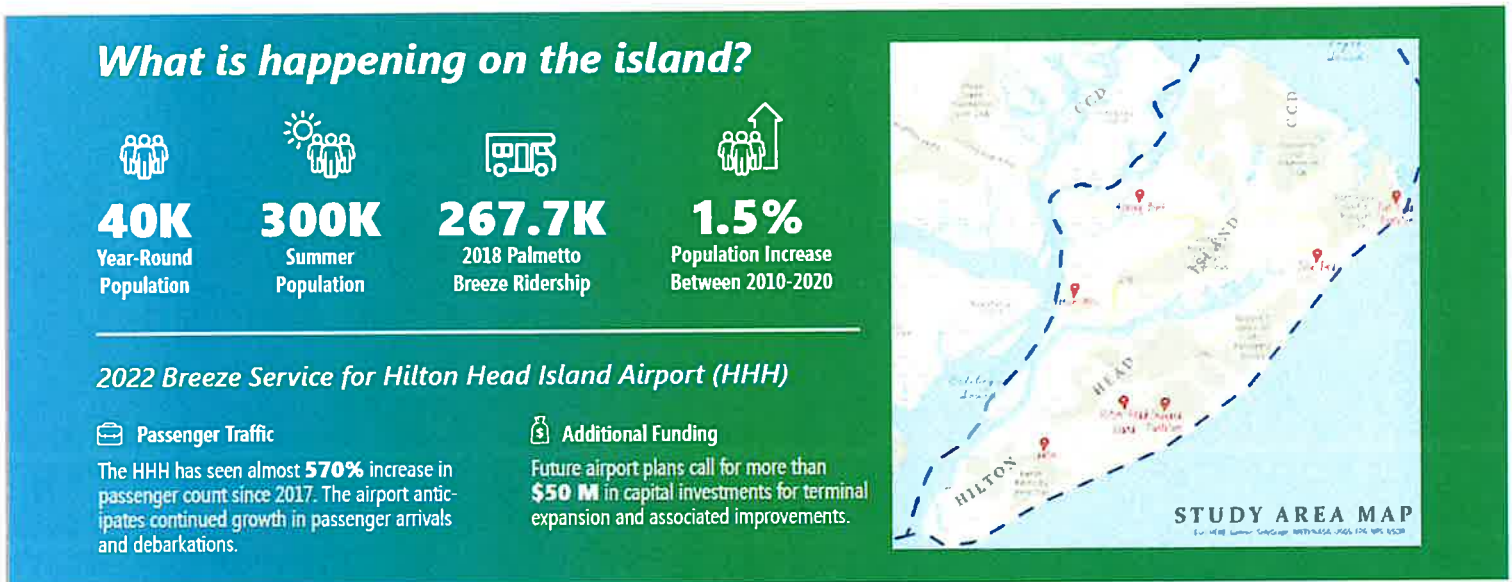
**Table 1: Study Goals**

Hilton Head Island Airport Route Design Study Goals	
Goal 1:	Service passengers arriving at and departing from Hilton Head Island Airport
Goal 2:	Maintain compliance with FTA guidelines / funding regulations
Goal 3:	Design cost effective service options using available resources
Goal 4:	Help mitigate traffic congestion within the service area

### 3. EXISTING CONDITIONS

One of the initial steps in the Hilton Head Island Airport Route Design process was the establishment of existing conditions for the study area. A comprehensive understanding of the current services and market demand on the island is necessary to avoid duplication and effectively identify transportation needs within the service area. The data utilized to establish the existing conditions for Hilton Head Island was sourced from a broad spectrum of resources including local, federal, and state agencies and organizations. These sources were compiled and utilized to develop and assess the current conditions and needs. The Existing Conditions Technical Memorandum is included as Appendix A, and the following section provides a summary of the process and findings.

**Figure 3: Existing Conditions Snapshot**



### 3.1 Summary of Existing Plans and Documents

A review of the relevant transportation plans and documents previously completed within the LRTA region was conducted. The following plans and documents were reviewed for incorporation into the route design process.

1. 2020 Lowcountry Natural Hazard Mitigation Plan – June 2021
2. Palmetto Breeze Transit Implementation Plan – October 2020
3. 2020 to 2040 Comprehensive Plan for the Town of Hilton Head Island – October 2020
4. Palmetto Breeze Small Urban Area Transit Development Plan – November 2018
5. 2040 LATS Long Range Transportation Plan (LRTP) – December 2015
6. LATS 2021-2027 Transportation Improvement Program
7. Hilton Head Island Master Plan Update – 2011

These plans provided critical insights regarding the collective goals and objectives for the region, as well as transportation issues, opportunities, and recommendations to serve as the foundation for this study. Additionally, the existing plans provided insights regarding key transportation stakeholders, effective public engagement strategies, and sources of data for the technical analysis. These insights were leveraged to ensure maximum efficiency and effectiveness for the HHI Route Design Study.

### 3.2 Travel and Tourism

Tourism represents an important facet of the island’s economy as a major employer and generator of travel and tourism revenues. In 2020, Hilton Head Island tourism accounted for over \$1.37 billion economic impact for the area. In addition, the island is home to six (6) of South Carolina’s top 10 hotels and resorts<sup>1</sup>:

Hilton Head Island is home to more than 40,000 year-round residents with summer population exceeding 300,000. This dynamic population pattern creates challenges for Hilton Head Island, including substantial traffic delay and congestion during peak travel season, and growing demand for alternative transportation options. In 2020, the Visitors and Convention Bureau along with the Hilton Head Island–Bluffton Chamber of Commerce, conducted a visitor’s profile survey to gain insight on the demographics of people travelling to the island. According to survey results highlighted in the report, year-over-year comparisons show a trend towards older travelers visiting the area, with a total of 50.3% of the survey respondents represented by those aged 57 - 75, followed by 42.2% of respondents aged 41 - 56 years. The findings from the survey also revealed points of origins for trips made to the island, highlighting top international and Metropolitan Statistical Areas (MSAs) origins. According to market penetration analysis the following MSAs were major markets for Hilton Head Island:

- Cleveland-Elyria-Mentor, OH
- Augusta-Richmond County, GA and Atlanta-Sandy Springs-Marietta, GA
- Columbia, SC
- Charlotte-Gastonia-Concord, NC-SC
- Cincinnati, OH
- Columbus, OH
- Knoxville, TN

Canada is the top international origin for Hilton Head Island travelers (52%), followed by Europe (25.4%) and Central America (8.5%).<sup>2</sup>

The peak season for visiting the island based on survey feedback was between June–October, with the slowest rate of visitors occurring in November. Approximately 87.5% of participants who travelled to the

<sup>1</sup> U.S. Travel and Leisure’s World’s Best Awards

<sup>2</sup> Hilton Head Island, SC – Visitor Profile Survey 2020

island are repeat visitors, with an average group size of approximately three people, and using personal/family car as their main mode of transportation when on the island. The top three reasons for choosing Hilton Head Island as a destination according to the survey results were:

- Beaches (73.5%)
- Relaxation (58.6%)
- Spending time with family (48.4%)

It was also noted that flying into Hilton Head Island has increased significantly between 2018-2020, as well as the use of public transportation by visitors. Additionally, the average length of stay for those surveyed varied by segment; those staying in villa rentals stayed approximately 7.9 nights, hotel visitors 4.2 nights, and timeshare visitors and second homeowners 7.7 nights per trip. The table below provide more details on visitors to the island between 2018-2020.

**Table 2: Visitor Estimates to Hilton Head Island by segment between 2018-2019**

Visitor Segment	2018	2019	% Change
Number of Villa Visitors	720,666	755,953	4.9%
Number of Hotel Visitors	459,603	473,679	3.1
Number of Timeshare Visitors	456,070	454,093	-0.4%
Number of Second Homeowner Visitors	598,777	613,216	2.4%
Second Homeowner Non-Paying Guests	159,137	159,137	0.0%

### 3.3 Existing Transit Services and Providers

Available transportation data relating to local taxi, trolleys/shuttles, private transportation, and car rentals within the Hilton Head Island was obtained using a combination of web-based open-source data and data found within existing reports and documents. The transportation data collected was then categorized as public or private and analyzed. Below is a description of each of the transportation providers and associated services.

#### 3.3.1 Public Service Providers

Existing public transportation service within the study area is provided exclusively by the Lowcountry Regional Transit Authority doing business as Palmetto Breeze and The Breeze Trolley. Below is a summary of the data collected for each public service offered on Hilton Head Island by LRTA.

##### The Breeze Trolley

The Breeze Trolley service is owned and operated by the LRTA and serves Hilton Head Island. This trolley service operates on a seasonal schedule, providing service during the island’s peak travel and tourism



season (April through September). The Breeze trolleys are free for all passengers and arrives to each stop approximately every 30 minutes. Passengers can access maps of the routes and stops through the website <https://breezetrolley.com/route-and-stops/> or through the mobile app CatchTheBreeze.

Figure 4: The Breeze Trolley Service Route Map



Source: [www.breezetrolley.com](http://www.breezetrolley.com)

### 3.3.2 Private Transportation Providers

Existing private transportation service providers within the study area were identified using online resources. Providers were contacted directly when open-source online information was limited or published service information was incorrect or conflicting. The following section summarizes the providers and service details for private transportation providers operating on HHI.

#### Sea Pines Trolley

Sea Pines is a 5,000-acre community that encompasses private neighborhoods as well as a resort, a forest preserve, golf course, marina and town center with shopping and dining. The Sea Pines trolley is a complimentary transportation service provider which provides trolley services in and around Sea Pines. This trolley operates on a seasonal schedule (May through September) with scheduled stops to Harbour Town, The Sea Pines Beach Club and The South Beach Marina. The trolley offers three routes (blue, green,

and red) arriving at each stop approximately every 20-30 minutes. Riders can track the trolley using a live map through the website <https://www.seapinestrolley.com/map>.

Figure 5: Sea Pines Trolley Route Map



Source: [www.seapinesliving.com](http://www.seapinesliving.com)

**Forest Beach Shuttle**

The Forest Beach Shuttle provides free shuttle services to/within the Forest Beach area. This shuttle provides services to the Coligny Plaza, Pope Avenue, North and South Forest Beach Avenues, and the Sea Crest Resort.

**Dunes Buggy**

The Dunes Buggy provides courtesy transportation within Palmetto Dunes, Leamington, and Shelter Cove resort areas. This service is available to the residents and guests of Palmetto Dunes and transports passengers to the beach, golf courses, restaurants, shops, tennis courts, as well as Shelter Cove Harbour, Shelter Cove Towne Centre, and the Plaza at Shelter Cove. The Dunes Buggy operates between March and September, providing daily service from 10am-9pm, with expanded services during the island’s busy season.

**Uber and Lyft**

Private Transportation Network Companies (TNCs) operate on HHI offering ride hailing / ride sharing services via mobile reservation and payment applications. Uber and Lyft were identified to have the

largest service presence on HHI. Test runs using the TNC’s mobile apps were completed on Thursday February 10, 2022, at approximately 8:45 am to receive a pickup schedule and quote for ridership to the Hilton Head Island Airport. The test was completed twice on each app using two different pickup locations and the same drop-off location (Hilton Head Island Airport). The table below provides a breakdown of the estimated wait time, distance to the airport and the cost for ridership per person.

**Table 3: Uber and Lyft Service Estimates**

Service Provider	Pickup Location	Approx. Wait Time	Approx. Travel Time (minutes)	Estimated Cost
Uber	Disney Hilton Head Hotel	5	5	\$11.17
Uber	Disney Hilton Head Hotel	5	5	\$12.02
Lyft	Marriott Harbor Point Hilton Head	3	10	\$31.79
Lyft	Marriott Harbor Point Hilton Head	4	5	\$16.45
Uber	Disney Hilton Head Hotel	5	5	\$11.17

*\*Note: The cost reflected in the table above does not include gratuity.*

Uber and Lyft trip scheduling was repeated during field verification visits on February 11, 2022. Wait times were found to be approximately 10 minutes and travel time estimates were significantly higher at approximately 20-30 minutes.

**Yellow Cab Hilton Head Island**

Data was collected by calling the Yellow Cab Hilton Head Island and attempting to schedule a pickup from two separate hotels on Hilton Head Island and a drop-off to the Hilton Head Island Airport. The call was completed on Monday February 14, 2022, at approximately 5:00 pm. Below is a breakdown of the estimated wait time, distance to the airport and the cost for ridership.

**Table 4: Yellow Cab Estimated Wait Time, Distance, and Cost for Ridership Per Person**

Service Provider	Pickup Location	Est. Wait Time (minutes)	Est. Travel Time (minutes)	Est. Cost
Yellow Cab HHI	Disney Hilton Head Hotel	30-45	20-30	\$23.00
Yellow Cab HHI	Marriott Harbor Point Hilton Head	30-45	20-30	\$23.00

*\*Note: The cost quoted is for a max. of 2 passengers and does not include gratuity*

**Limousine Service Providers**

Several limousine service providers were identified on Hilton Head Island. Data was gathered from various Limousine service providers and one-party bus company. The data collected is reflected in the table below.

**Table 5: Reseravation Window, Distance, and Cost for Limousine Services**

Service Provider	Min. Reservation Window (hours)	Est. Travel Time (minutes)	Est. Cost
Coastal Limo Savannah	48	15-20	\$199.00
Camelot Limousine	96	15-20	\$79.00
Luxury Limousine	24	10-12	\$26.00
Island Party Bus	48	15-20	\$125.00

**Car Rental**

Various car rental providers were identified and assessed for cost and availability to rent a car on Hilton Head Island. The information gathered was for a standard 5-passenger sedan. The daily cost reflected in the table below does not include taxes and insurance for each vehicle.

**Table 6: HHI Airport Car Rental Options**

Service Provider	Cost Per Day
Alamo	N/A
Avis	\$82.00
Budget	\$82.00
Dollar	\$218.00
Enterprise	N/A
Hertz	\$151.00
National	N/A
Thrifty	\$218.00
Turo	\$52.00

Based on the information collected, the average wait time for public transportation is approximately 30 minutes. Private transportation can be scheduled in advance; however, a reservation must be made at least 24 hours prior for guaranteed service for most transportation companies in the area. Uber and Lyft provide services throughout Hilton Head Island with an approximate wait time of 5-25 minutes. The estimated

transport time from the hotels evaluated to the Hilton Head Island Airport is approximately 15-20 minutes depending on the time of day for travel and the average cost to utilize most of these services connecting to the airport is \$28.00 for 2-persons in a standard sedan vehicle.

### 3.4 Transit Market and Equity

One of the primary service area characteristics that impacts the effectiveness and efficiency of public transportation is population and employment density. Where there are higher concentrations of people and/or jobs, transit ridership is statistically higher. This section looks at the following key demographic and geographic measures impacting transit service demand:

- **Population Density:** Public transportation is most efficient when it connects population and employment centers where people can easily walk to and from bus stops. Population density is particularly important when evaluating a transit market as it provides an indicator for where fixed route service can be most effective, with more flexible forms of transportation in less dense areas.
- **Senior Population:** As people age, they are more likely to need public transportation due to mobility limitations. Areas with high proportions of seniors indicate current or future demand potential for public transportation services.
- **Income and Poverty:** Economic status is a strong factor in the propensity for using transit; low-income households depend on public transportation to get to essential destinations such as work, school, medical appointments, and grocery shopping.
- **Vehicle Ownership:** Households without access to an automobile are likely to use public transportation.
- **Race/Ethnicity:** As per agency goals and federal regulations, ensuring appropriate service to areas that are majority minority is a priority for HHI.
- **Job Density:** Census maps show where people live. However, major employment centers are also areas where investing in transit can provide an essential link between communities predisposed to using transit and a key destination.

In general, the HHI data shows multiple factors that indicate a strong transit market. The median household income, poverty rate, proportion of households without vehicles, proportion of population over age 65, and proportion of population with disabilities all suggest a strong propensity among the residents in the HHI service area to use the transit system. It is however critical to note that the demographic profiles for the Island are based on US Census data reported by full time residents. Therefore, visitors are not factored into these calculations and substantially skew the demographic profile of the community during peak tourism season.

#### 3.4.1 Transit Propensity

A transit propensity analysis evaluates where the demographics of a location indicate a higher likelihood to use transit within the study area. For this study, market segments used were derived from census demographics factors based on the standard practices detailed in the Transit Cooperative Research Program

(TCRP) Report 28: Transit Markets of the Future, The Challenge of Change; and the Transportation Research Board (TRB) Propensity Refinement Process. These market segments are typically more likely to use public transportation, based on:

- Physical capabilities (over 65 years old, mobility limitations or are disabled, limited English speaking)
- Access to personal vehicles (households without cars, households below the federal poverty line)
- Demographic characteristics (female, minority, population density)

The analysis utilizes ArcGIS to aggregate the 2019 American Community Survey (ACS) 5-Year Estimates for Beaufort County and then isolates the demographic characteristics and densities most suitable for public transit service on Hilton Head Island. The relative percentages of each of the factors mentioned above are calculated on the block group level to develop a composite score derived from the sum of the weighted factors and aligned into categories from “very high” to “very low”. The total of the weighted industry standards is equal to 1000, with higher weights corresponding to a heightened propensity for transit.

**Table 7: Transit Propensity Population Groups based on 2019 ACS 5-Year Estimates**

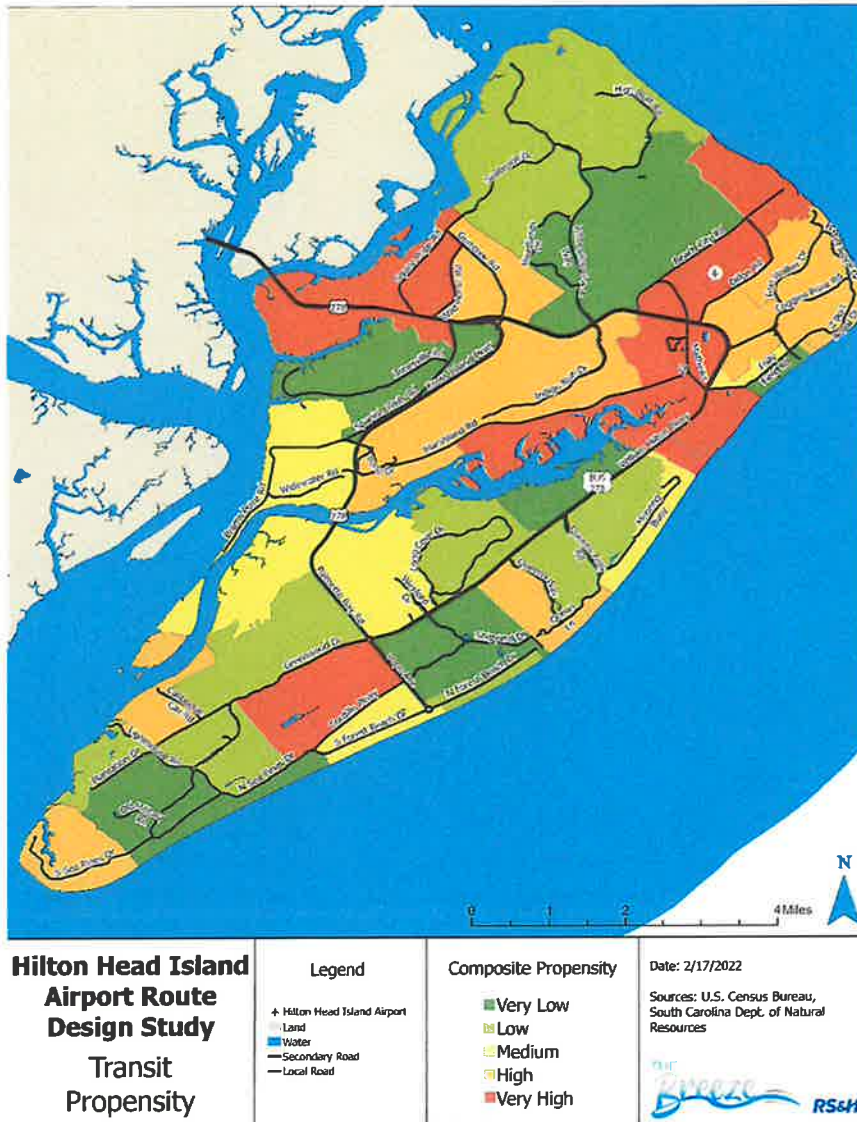
Propensity Factors	Population	Percent
Total Population	40,796	100%
Female	20,911	51.30%
Minority	7,901	19.4%
Below Poverty	1,535	8.6% <sup>3</sup>
Zero Car Household	764	4.3% <sup>1</sup>
Persons living with Disability	4,985	12.3% <sup>4</sup>
Mobility	2,382	5.9%
Limited English Speaking	561	3.2% <sup>1</sup>
Age 65 and over	15,163	37.2%
Black	2,364	5.8%
Latino/Hispanic	4,750	11.6%

These concentrations are graphically depicted below: composite propensity and population density.

<sup>3</sup> based on total number of households, not total population

<sup>4</sup> based on total non-institutionalized population, not total population

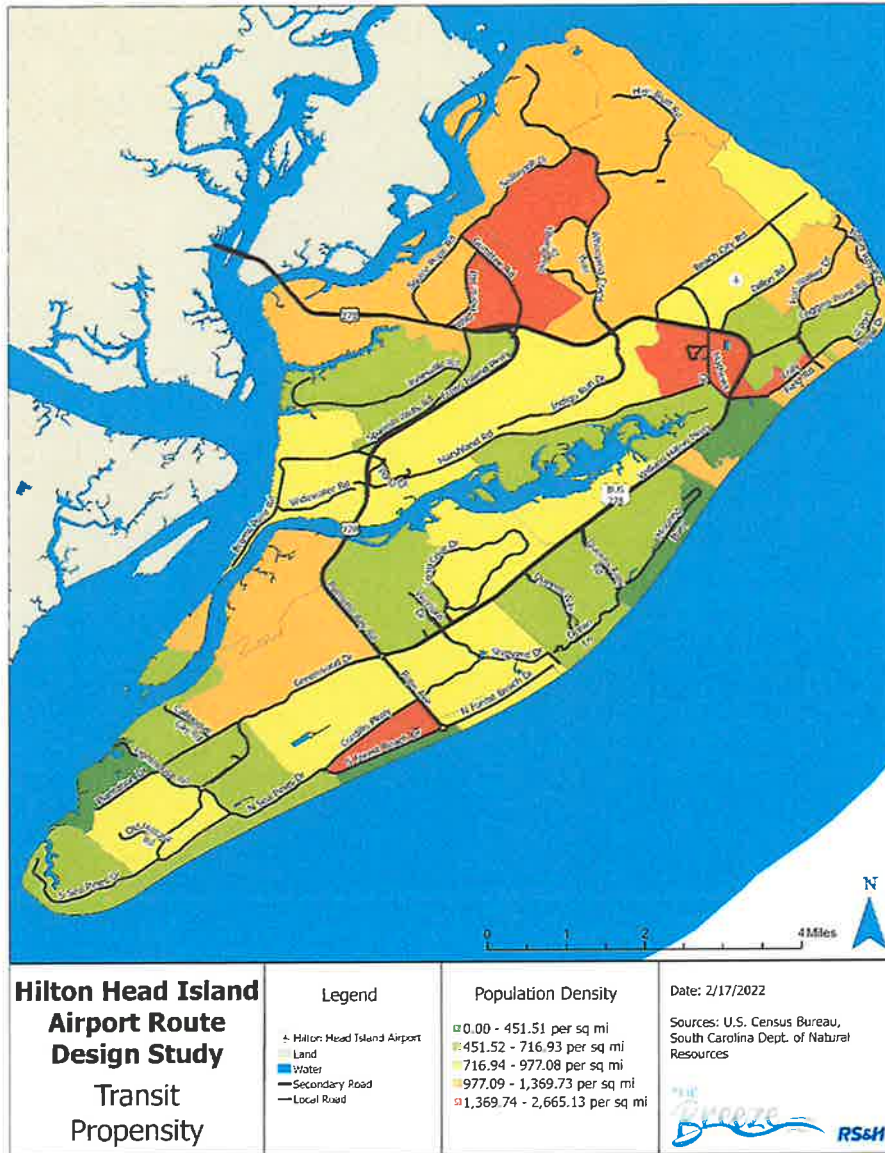
Figure 6: Transit Propensity of Hilton Head Island based on 2019 US Census Estimates



This first exhibit shows the composite propensity score, a relative measure of how successful a fixed route transit system is expected to be in a particular area. The composite transit propensity map is only suggestive of potential transit markets. Fixed route public transportation might not currently exist in areas the analysis identifies as opportunities for reasons, including topography, roadway geometry, or other local context. However, this map does provide insights into areas where additional analysis should be conducted.

Based on the demographic characteristics used in the propensity analysis, block groups in red have a very high likelihood of using public transportation if available, those in orange and yellow have high and medium likelihoods, respectively, and the block groups south and east of the airport are the largest groups by area with the highest composite propensity for using transit.

Figure 7: Population Density of Hilton Head Island based on 2019 US Census Estimates



This second exhibit shows the population density on Hilton Head Island. The northern half of the island has the highest population density, with the block group immediately south of the airport and the block group containing Hilton Head Plantation has between 1,369 and 2,665 people per square mile. The block group between the triangle made by Cordillo Pkwy, Pope Ave, and S. Forest Beach Drive has the highest population density in the southern portion of the island. This block group and the previously mentioned block group containing Hilton Head Plantation are the only block groups with the highest population density that are not directly adjacent to US 278, the main throughfare on the island.



Overall, transit propensity when used in conjunction with other analysis such as major transit generators, and origin and destination can be used to evaluate existing service and to identify areas of potential demand. The transit propensity analysis is performed using US Census data for full time residents and does not directly reflect the primary market of patrons that utilize the Hilton Head Island Airport. However, it is a critical element of the existing conditions analysis to identify secondary markets of underserved and vulnerable populations living and working within the service area that could utilize the service.

### 3.4.2 Title VI

Title VI of the Civil Rights Act of 1964 (42 U.S.C 2000d) provides that “No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”<sup>5</sup> The scope of Title VI was expanded by the Civil Rights Restoration Act of 1987 to include all of a recipient’s and contractor’s programs or activities, whether federally assisted or not.

While Title VI itself names only race, color, and national origin as the basis for protection against discrimination, the Federal Highway Administration (FHWA) has established a list of “Title VI nondiscrimination authorities,” which includes other federal regulations designed to protect groups and individuals based on the following characteristics and authorities:

**Table 8: Nondiscrimination Law Found in Statues, Regulations and Executive Orders**

Demographic Characteristics	Legal Authority for Protection from Discrimination
Race, color, or national origin	Title VI of the Civil Rights Act
Disability	Section 504 of the Rehabilitation Act of 1973 prohibits discrimination on the bases of disability as does the Americans with Disabilities Act 1990 (ADA)
Age	Age Discrimination Act of 1975
Gender	23 United States Code (USC) 324
Limited English Proficiency	Executive Order 13166
Minority and Low Income	Executive Order 12898 (environmental Justice)
Handicap, age, race, color, sex, or national origin	23 Code of Federal Regulations (CFR) 771

<sup>5</sup> US Department of Education (ED). (2020, January 10). Education and title VI. Home. Retrieved February 7, 2022, from <https://www2.ed.gov/about/offices/list/ocr/docs/hq43e4.html>

Other Title VI-related statutes include but are not limited to: 42 USC 2000d to 2000d-4; 42 USC 4601 to 4655; 23 USC 109(h); 23 USC 324; DOT Order 1050.2; EO 12250; EO 12898; 28 CFR 50.3.

The 2019 US Census American Community Survey data was used to identify and update the locations of these affected populations. Based on the data, the concentration for each of the following population categories were determined:

- Persons with a Disability
- Those Living in Poverty
- Minority Population
- African American (Gullah Population is a Subset)
- Zero-Car Households
- Elderly (age 65 and over)

Using block groups and tracts, the areas with the identified populations were mapped. Maps demonstrating locations and concentrations of Title VI populations on Hilton Head Island are found in the Appendix.

### 3.4.3 Major Employers

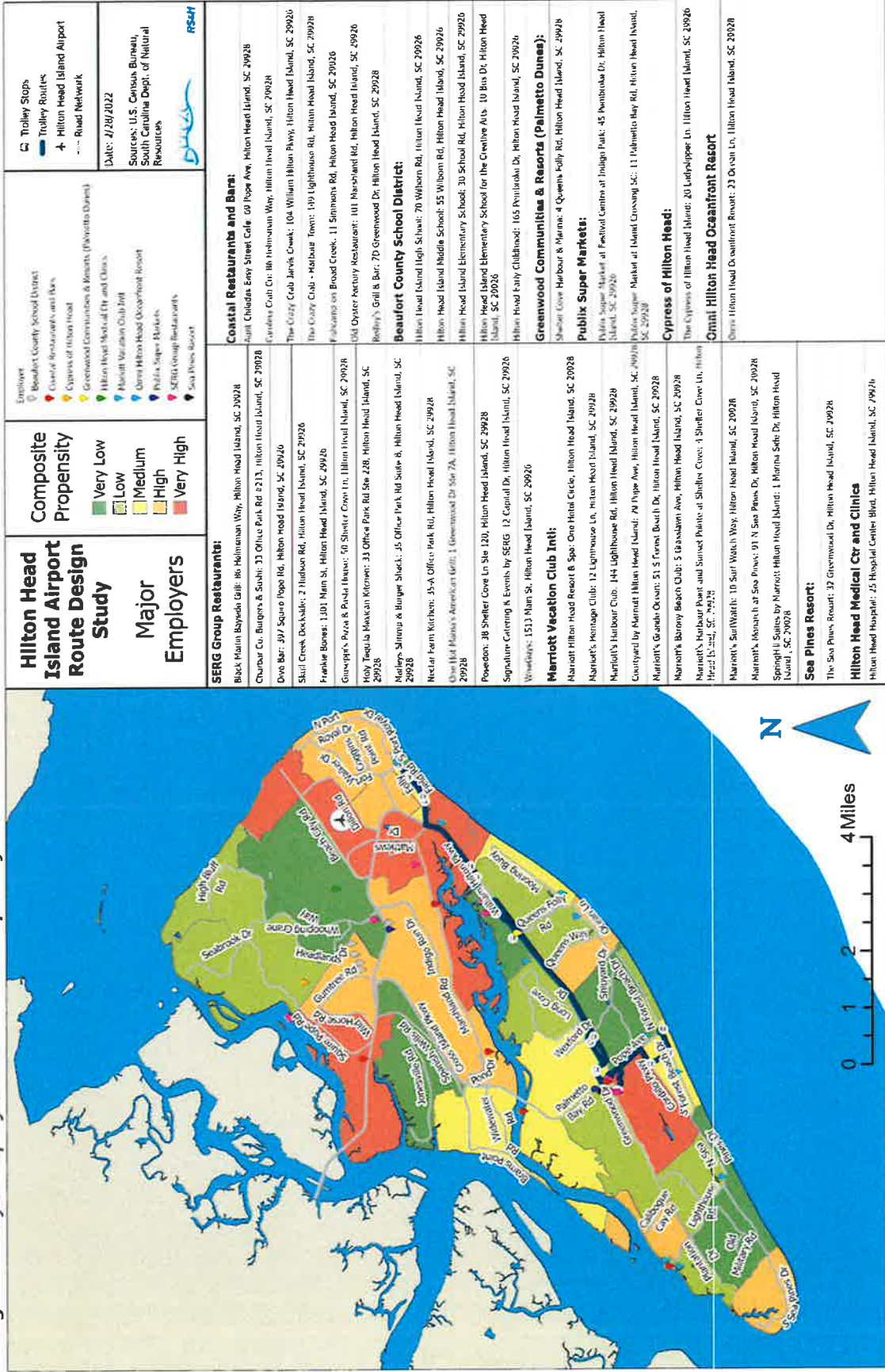
In order to ensure the most accurate analysis possible, the data gathered was processed in several different ways. Employment data was identified not only by economic sector and geographic location but by employee count on the island. The major employers on the island include:

**Table 9: Town of Hilton Head Major Employers 2021**

Employers	Counts	Rank
SERG Group Restaurant	1244	1
Marriot Vacation Club Intl	580	2
Sea Pines Resort	536	3
Hilton Head Medical Ctr and Clinics	506	4
Coastal Restaurant and Bars	500	5
Beaufort County School District	438	6
Greenwood Communities & Resorts (Palmetto Dunes)	287	7
Publix Super Markets	286	8
Cypress Of Hilton Head	274	9
Omni Hilton Head Oceanfront Resort	230	10

Source: Employment head counts were verified via telephone calls to the above companies

Figure 8: Major Employers and Transit Propensity



## 4. PUBLIC AND STAKEHOLDER ENGAGEMENT

Community and stakeholder input is a critical element of a successful transit route design process. The input and feedback received from the community at-large was vital to the formation of goals and objectives, identification of target markets, and identification of key service origins and destinations.

In order to maximize opportunities for meaningful input, public and stakeholder engagement strategies were developed in collaboration with local planning partners. These strategies included opportunities for engaging with disadvantaged populations as federally mandated by the Title VI, Environmental Justice, and Americans with Disabilities Act and LRTA participation policies. The outreach and engagement strategies included a combination of online and in-person outreach techniques to obtain input and feedback. The following sections summarize these techniques and results, and additional information can be found in Appendix B of this report.

### 4.1 Stakeholder and Advisory Committees

A key element of the outreach process was the formation of a Stakeholder's Committee, and an Advisory Committee. Stakeholders were identified by the Project Management Team and confirmed in collaboration with key planning partners. Representatives included the Town of Hilton Head Island, Beaufort County, LRTA Board, Lowcountry Council of Governments, Hilton Head Island Airport Commission, and the Hilton Head Island / Bluffton Chamber of Commerce. The following list show members invited to participate as project Stakeholders.

**Table 10: HHI Airport Route Design Stakeholders Committee Members**

Organization	Participants
LRTA Board	Susan Zellman, Chairperson / Beaufort County
LRTA Board	Barbara Childs, Vice Chairperson / Beaufort County
LRTA Board	Darrell Russell, Hampton County
LRTA Board	Chris Bickley, Colleton County
LRTA Board	Rick Hamilton, Beaufort County
LRTA Board	Stephanie Rossi, LCOG
LRTA Board	Charles Mitchell, Jasper County
Hilton Head Island Staff	Marc Orlando, Town Manager
Hilton Head Island Staff	Josh Gruber, Deputy Town Manger
Hilton Head Island Staff	Angie Stone, Assistant Town Manager
Hilton Head Island Staff	Carolyn Grant, Communications Director

Organization	Participants
Hilton Head Island Staff	Anne Cyran, Planning Manager
Hilton Head Island Staff	Sheryse DuBose
Hilton Head Island Staff	Shawn Colin
Hilton Head Island Airport	Jon Rembold
Hilton Head Island Airport	Jim Buckley
Hilton Head Island Airport	Anne Esposito
Elected Officials: Hilton Head Island	Mayor John McCann
Elected Officials: Hilton Head Island	Mayor Pro-Tem Bill Harkins
Elected Officials: Hilton Head Island	Alex Brown
Elected Officials: Hilton Head Island	David Ames
Elected Officials: Hilton Head Island	Tamara Becker
Elected Officials: Hilton Head Island	Tom Lennox
Elected Officials: Hilton Head Island	Glenn Stanford
Elected Officials: Beaufort County	Chris Hervochoch, District 8
Elected Officials: Beaufort County	Stu Rodman, District 11
Elected Officials: Beaufort County	Larry McElynn, District 10
Hilton Head Island/Bluffton Chamber	Bill Miles, President / CEO
Hilton Head Island/Bluffton Chamber	Connie Killmar
Hilton Head Island/Bluffton Chamber	Ariana Pernice
Lowcountry Council of Governments	Stephanie Rossi, LCOG Planning Director
Lowcountry Council of Governments	Tamara Becker, Hilton Head Island Town Council
Lowcountry Council of Governments	Chris Hervochoch, Beaufort County Council
Lowcountry Council of Governments	Mark Lawson, Beaufort County Council
Beaufort County Staff	Jared Fralix, PE ASST County Administrator - Engineering
Beaufort County Staff	Juliana Smith, Long Range Planner
Beaufort County Staff	Robert Merchant, AICP, Assistant Director
Palmetto Breeze Staff	Mary Lou Franzoni
Palmetto Breeze Staff	Henry Criss
Palmetto Breeze Staff	Brian Sullivan

Stakeholders were invited to hybrid virtual and in-person meetings held on March 7, 2022, at the Westin Hilton Head Island Resort. The invitees were stratified into Technical Stakeholders, and Policy Stakeholders and were hosted at 10:00 AM and 2:00 PM. Stakeholders were provided with project fact sheets

summarizing the study process and timelines, comment forms, and materials for an interactive origin and destination mapping exercise. The Planning Team presented information pertaining to the Existing Conditions Analysis and summarized interim feedback received from the public through an online survey. Goals and Objectives and Target Markets were confirmed, and participants indicated locations on maps where key priority origins and destinations should be considered.

Following the meetings, summaries and mapping results were circulated to the stakeholders and additional feedback was solicited to members that were unable to participate in the scheduled meetings.

## 4.2 Stakeholder Interviews

Due to the significant number of public and private stakeholders associated with the route design, a stakeholder interview process was initiated to maximize opportunities for feedback. The project team performed in-person and telephone interviews April 4<sup>th</sup> – April 15<sup>th</sup>, including site visits for hotels/motels, villas, large multifamily complexes, resorts/timeshares, and the Hilton Head Island Airport. The Chamber of Commerce was also identified as a key stakeholder and follow-up meetings were held to gain a more comprehensive understanding of the Hilton Head Island visitor’s transportation preferences and to identify partnership opportunities.

## 4.3 Survey

Early in the planning process, an online survey was launched to gather feedback from the public regarding existing transit travel behaviors, Hilton Head Island Airport trip patterns, and desired service origins and destinations. This survey was advertised in the local newspapers and circulated via social media and email communication to stakeholders. A concerted effort was made to reach individuals in the community through a collaborative distribution effort with the Chamber of Commerce, city and county stakeholders, rental associations, and local transportation providers.

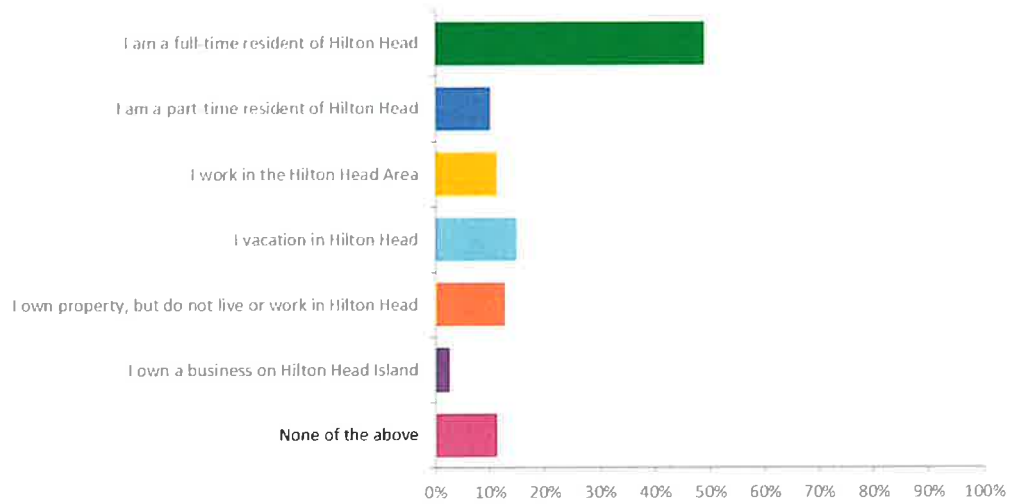
The survey launched on February 1, 2022, and was available for responses for 30 days. Respondents were able to fill out this survey via computer or mobile phone, and quick access was published in the form of a QR code that was affixed to all outreach and notification materials. There were 208 respondents to the 14-question survey. The questions and the results of the survey are summarized below, and detailed survey responses can be found in Appendix B.



Figure 9: Survey Results

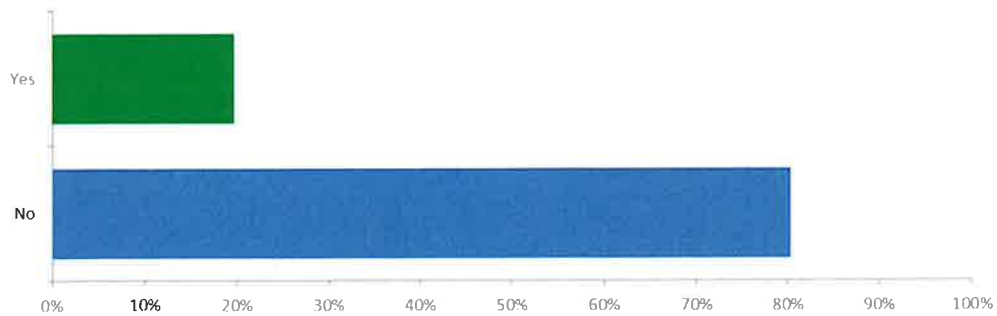
**Q1: Do you live, work or vacation in Hilton Head? (Select all that apply)**

Answered: 208 Skipped: 0



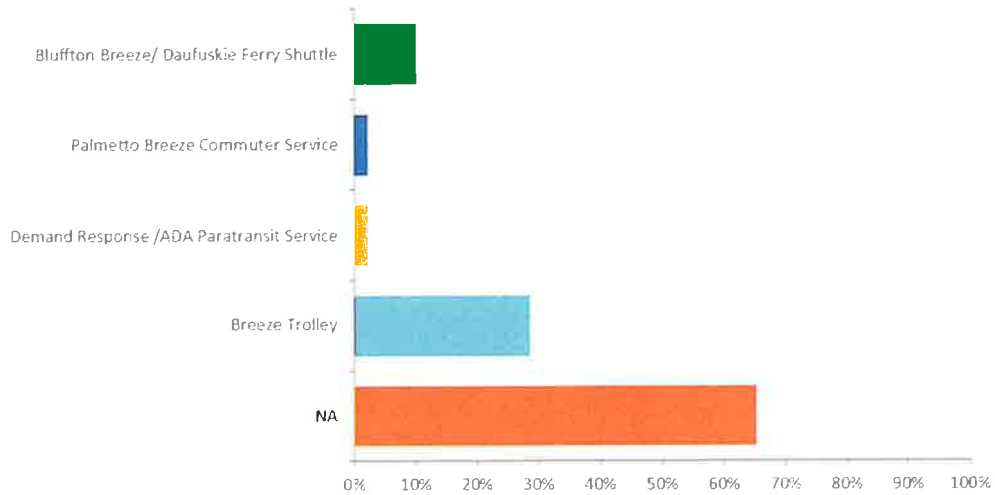
**Q2: Do you currently utilize transit service provided by The Breeze Trolley? (If No, skip to question 6)**

Answered: 208 Skipped: 0



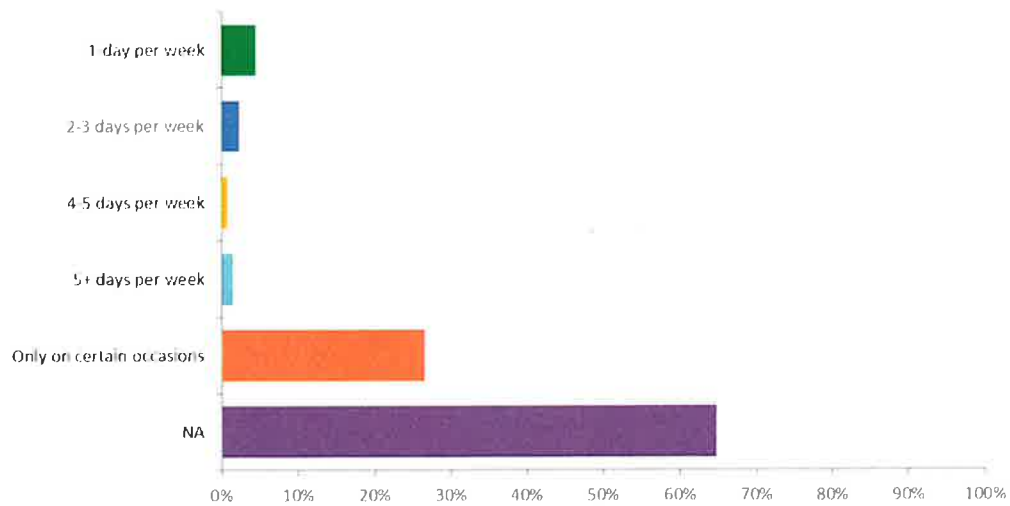
**Q3: Which of the current services do you currently utilize? (Please select all that apply)**

Answered: 140 Skipped: 68



**Q4: If you answered yes to question 2, how often do you ride?**

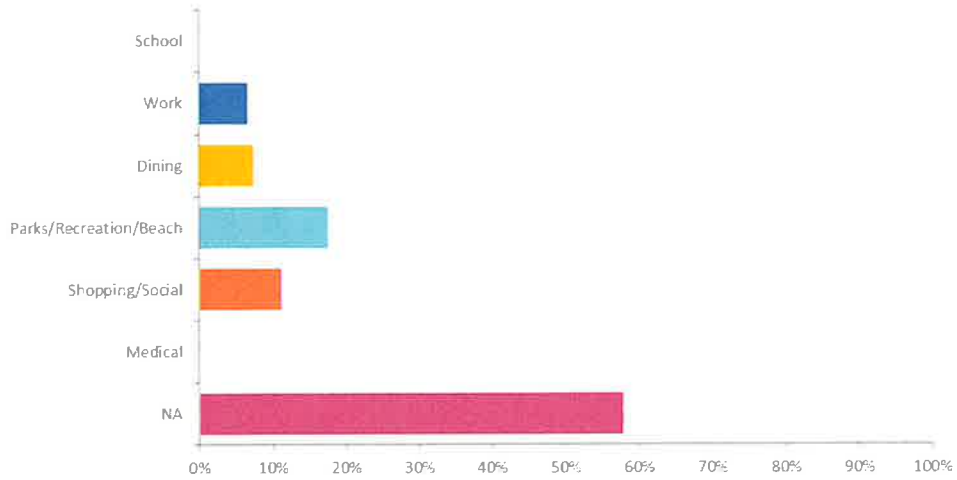
Answered: 136 Skipped: 72





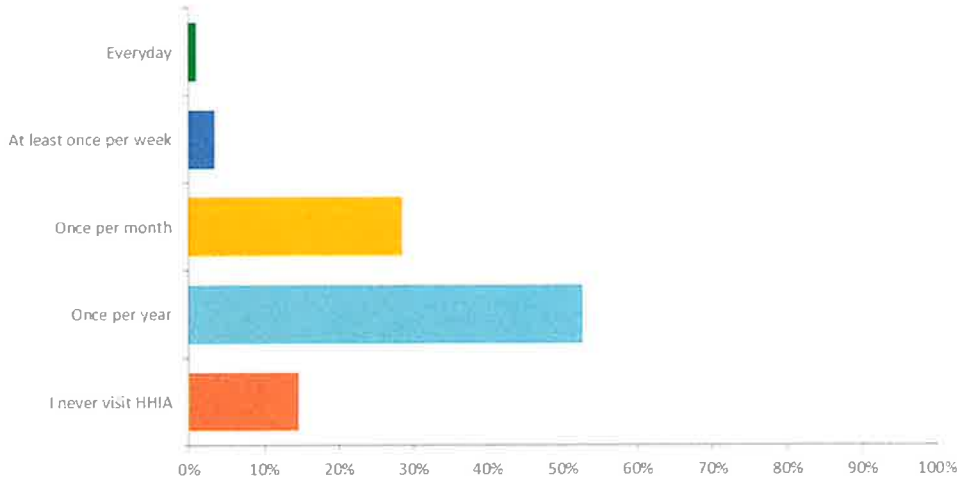
**Q5: What is your primary trip purpose?**

Answered: 137 Skipped: 71



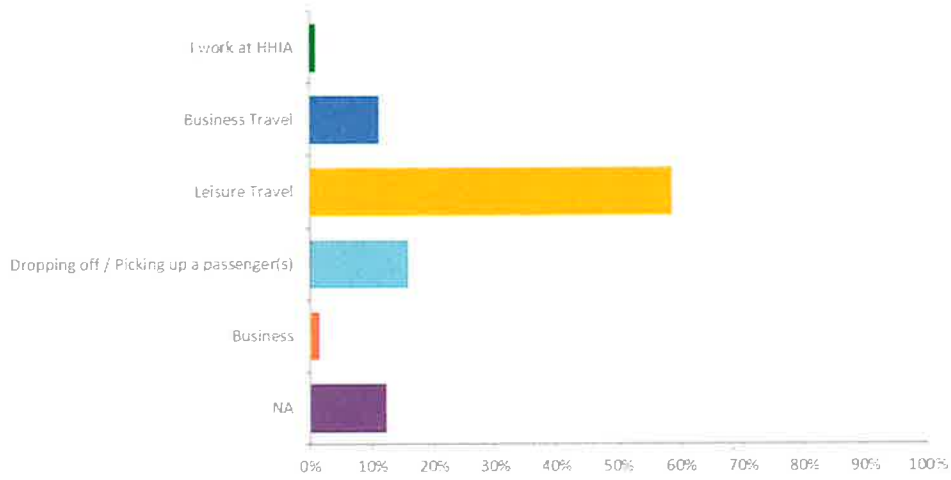
**Q6: Do you ever utilize/visit the HHIA airport? If yes, how often do you make a trip to HHIA?**

Answered: 207 Skipped: 1



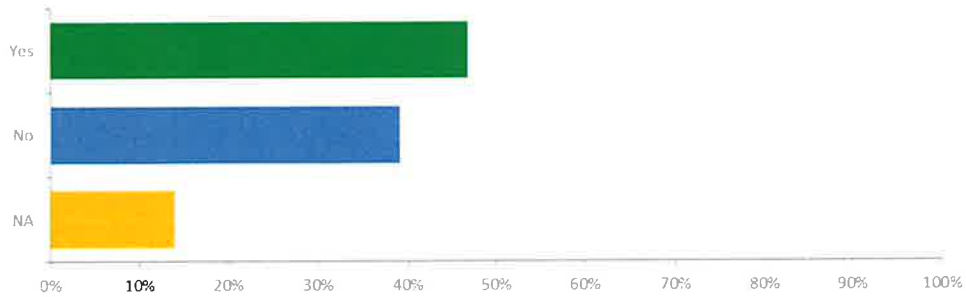
### Q7: What is your main purpose for utilizing/visiting HHIA?

Answered: 207 Skipped: 1



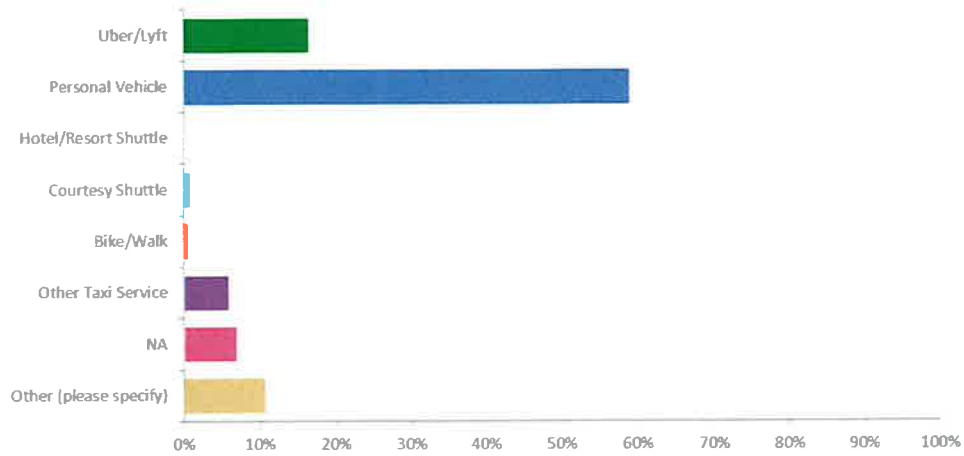
### Q8: Do you utilize the airport parking lot on your trip to HHIA?

Answered: 207 Skipped: 1



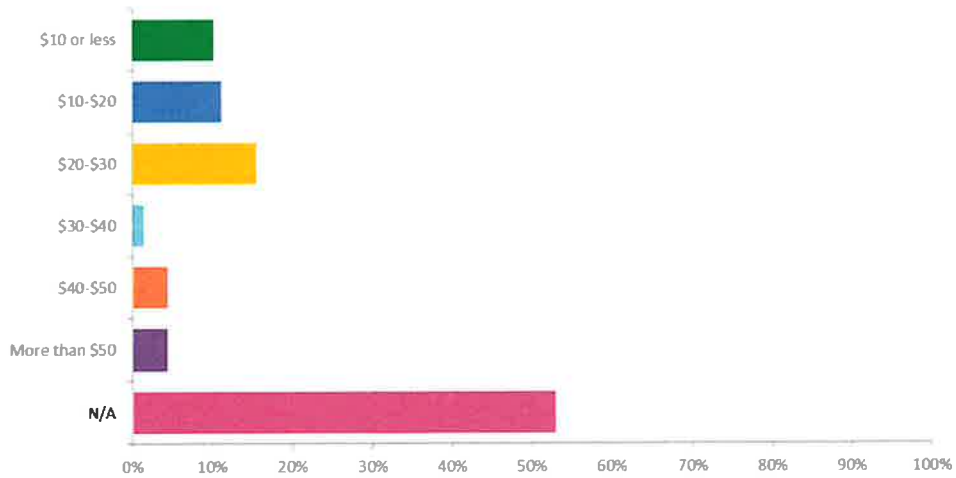
**Q9: What mode of transportation do you typically use for your trip to or from HHIA?**

Answered: 207 Skipped: 1



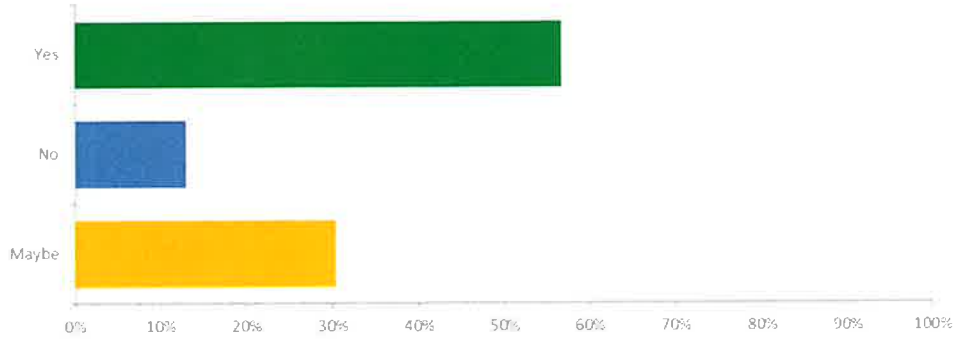
**Q10: How much do you typically spend on transportation services to and from HHIA per passenger? (e.g., Taxi, Uber/Lyft)**

Answered: 206 Skipped: 2



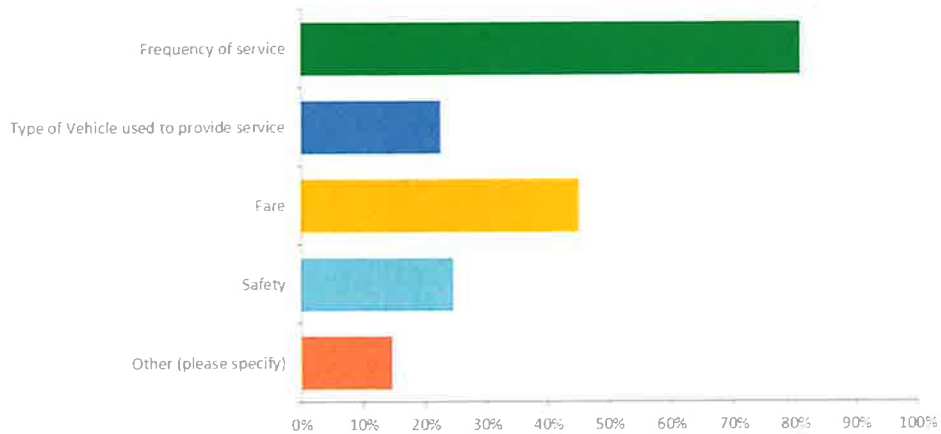
**Q11: Would you utilize transit if service was offered to and from Hilton Head Island Airport?**

Answered: 208 Skipped: 0



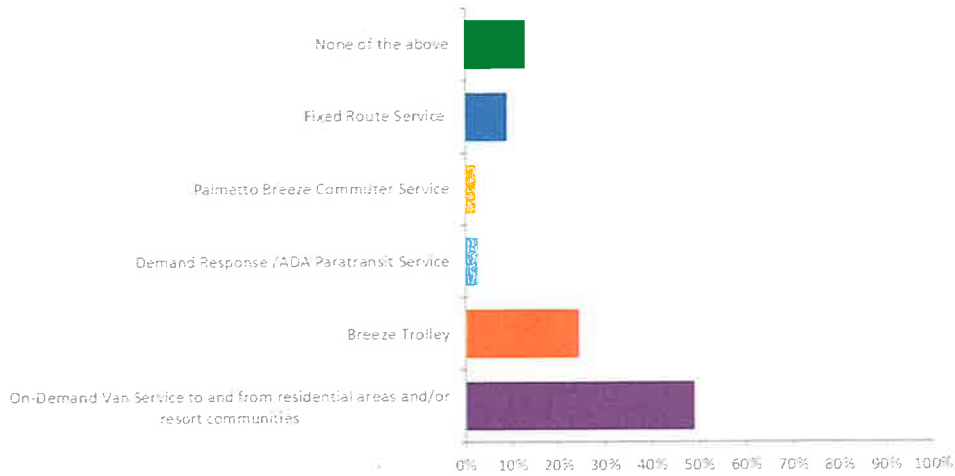
**Q12: If you answered "Maybe" to question 11, what elements of the transit service would impact this decision? (select all that apply.)**

Answered: 151 Skipped: 57



**Q13: If you answered "Yes" to question 11, what type of service would you utilize to and from Hilton Head Island Airport?**

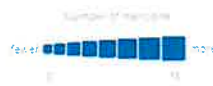
Answered: 180 Skipped: 28



**Q14: Please indicate using the map/comment box the location on HHI where you live, work or vacation etc. and where you would like to see service provided if it was available to and from HHIA.**

Answered: 120 Skipped: 88

Indigo Run coligny Sea pines Hilton head Hilton Head Plantation  
 Folly Field area travel use service area Palmetto Dunes  
 WaterWalk Shelter Cove Road Bluffton Hilton Head Resort  
 island live Bluffton live Folly Field Spanish Wells airport



## 5. ROUTE DESIGN

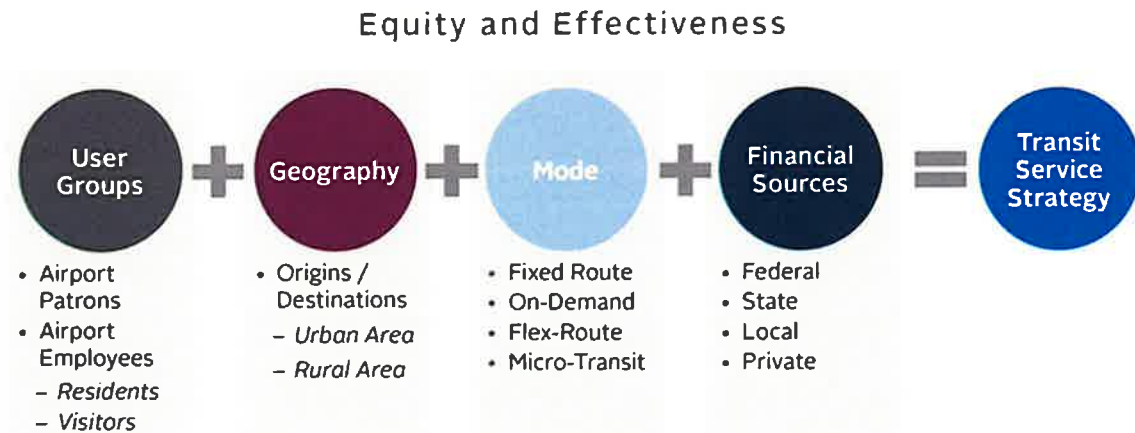
Building on the technical findings of the Existing Conditions Assessment, and the feedback gathered from the public and stakeholders, Airport Transit Route Design concepts were developed, and an equity screening was conducted for candidate routes.

### 5.1 Technical Analysis

The process of identifying potential routes followed an equity and effectiveness process that defines four key factors for each potential service strategy. These factors include target markets for ridership known as “user groups”, areas of interest with sufficient population and employment to support transit ridership known as “geography”, type of transit services that can satisfy the ridership demand known as “mode”, and the financial partners that present specific service parameters known as “financial sources”.

Specific characteristics were defined for each of these four factors to identify transit service strategies that could meet the intent of the Hilton Head Island Airport route, while also presenting the best scenario for cost beneficial service. The following figure demonstrates the variables considered for this assessment.

**Figure 10: Route Design and Service Strategy Process**



#### 5.1.1 User Groups

User groups were a key initial factor in the Hilton Head Island Airport route design. The study team held technical workshops to identify all potential user groups and performed cursory assessments to categorize each as “primary and secondary markets”. This assignment was based on goals and objectives of the service to establish key performance indicators of potential service strategies. For example, if airport patrons are identified as a primary user group, and a service strategy is designed to arrive at time

points that are inconvenient for flight departures and arrival schedules, that service would perform poorly and would not be a recommended strategy.

The following user groups were presented to the Technical and Policy Stakeholders for consideration and compared to feedback received from the public:

**Airport Customers**

- Short-term Visitors
- Summer Residents
- Business Travelers
- Families with Children

**Local Businesses and Tourism Destinations**

- Commercial Business Centers (shopping, restaurants, etc.)
- Local Tourism / Recreation Destinations
- Marinas

**Local Users**

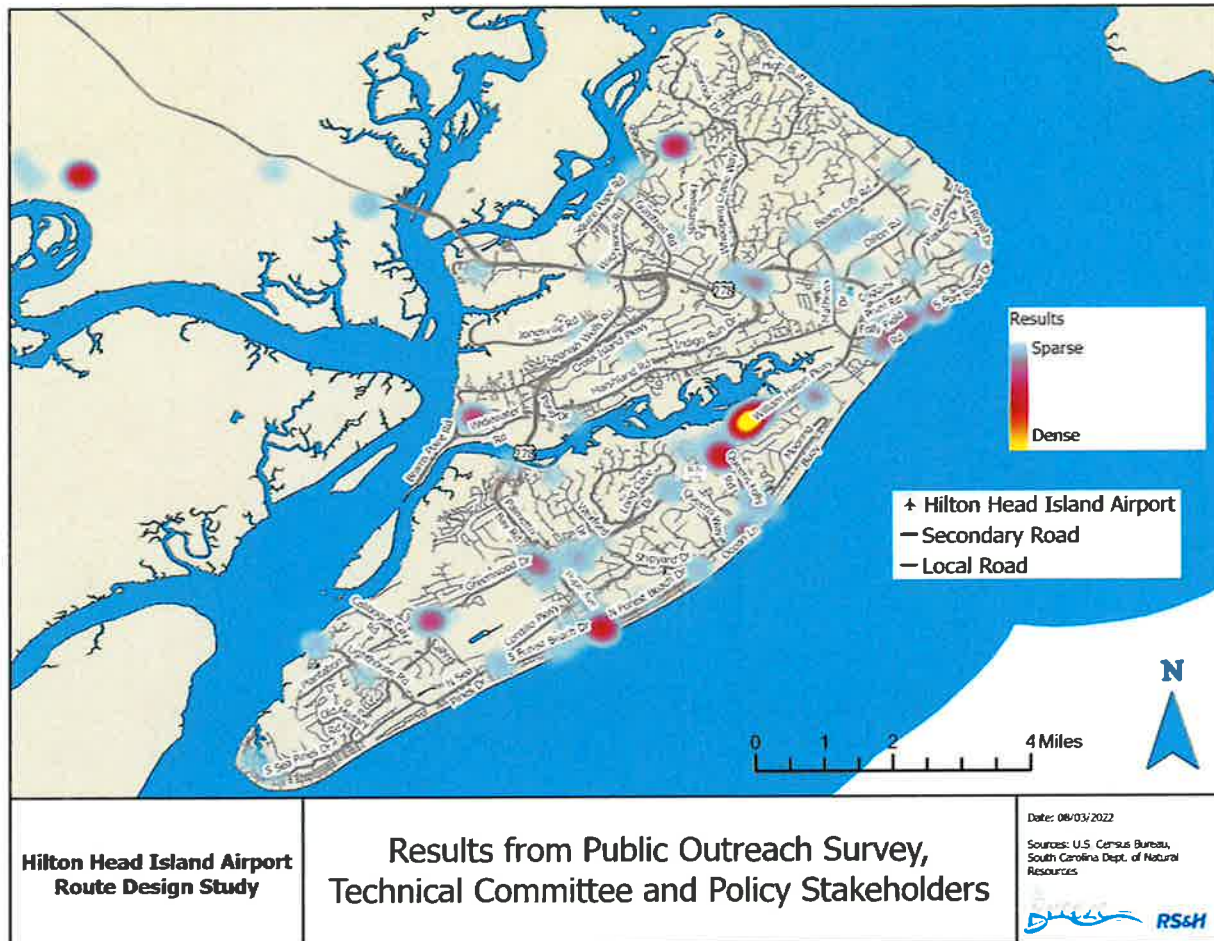
- Year-round Residents
- Airport and Local Area Employees (work force)

### **5.1.2 Service Geography**

Identification of service geography is an iterative process that relies heavily on the use of Geographic Information Systems (GIS) mapping. US Census and Longitudinal Employer-Household Dynamics (LODES) data were used to identify concentrations of home and work locations for target markets, and additional data such as key local destinations were incorporated and presented as a series of compiled / layered maps. These target markets and key destinations were used to create a consolidated “heat map” demonstrating areas where the highest potential number of passengers originate, and the highest concentration of origins and destinations referenced by stakeholders and members of the public.

The following heat map demonstrates areas identified through this process as the “service geography” for the Hilton Head Island Airport route design.

Figure 11: Service Geography "Hot Spot" Mapping Results



The feasibility of regional trips originating or departing from the Hilton Head Island Airport was also assessed to determine if adequate demand was present. While there is significant interest in providing future connections to the Savannah-Hilton Head International Airport and various locations in Beaufort County, the goals and objectives of the Hilton Head Island Airport Route are not consistent with regional service models.

### 5.1.3 Service Modes

The transit service mode assessment utilizes the goals and objectives established by the project stakeholders, target markets, and service geography parameters to determine the most appropriate method of meeting the needs of the traveling public. While there are a significant number of service models, three were identified as potential candidates for the Hilton Head Island Airport route. The service types identified as potential models for further evaluation includes:



**Demand Responsive Bus Service:** A system of transporting individuals that requires advanced scheduling by the customer. Passenger trips are generated by calls from passengers or their agents to the transit operator, who then dispatches a vehicle to pick the passengers up and transport them to their destinations.<sup>6</sup>

**Fixed Route Bus Service:** Services provided on a repetitive, fixed schedule along a specific route with vehicles stopping to pick up and deliver passengers to specific locations; each fixed route trip serves the same origins and destinations.<sup>7</sup>

**Point Deviation Service:** A method of providing transit service to all origins and destinations within a corridor, defined by a prescribed distance from a street (e.g.,  $\frac{3}{4}$  mile), making scheduled stops at mandatory time points along the corridor on a predetermined schedule. This type of service does not follow a fixed route because the path is determined based on the origins and destinations of the passengers. Passengers can use the service in three ways:

- By traveling between mandatory time points on the schedule
- By advising the bus operator if they want to be taken to a destination that is not a scheduled time point when boarding, or
- If they want to be picked up at a location that is not a scheduled time point, by calling the transit system and requesting a pickup.<sup>8</sup>

These three modes of transit have unique operational benefits and drawbacks to be considered when designing a new service. Demand responsive service allows for geographical flexibility that can support lower ridership concentrations; however, the cost to provide the service can be significantly higher, and the requirement of advanced reservations diminishes rider convenience. Fixed route services are typically more cost effective; however, schedules and destinations are not flexible, therefore routes must be carefully designed to avoid areas of low density and locations that slow service delivery (e.g. private communities and/or parking lots).

Point deviation service is a blended approach that maintains a fixed schedule but accommodates pick-ups at the rider's location if an advanced reservation is made. This type of service provides the convenience of fixed service, but also allows flexibility to serve locations that are not accessible to the fixed bus stop location. The primary benefit of point deviation service is flexibility to provide service using a blend of techniques that can support a diverse cross section of target markets. The primary drawbacks to this mode include challenges with schedule adherence and frustration of patrons when trips are denied due to limited deviation capacity.

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<sup>6</sup> <https://www.transit.dot.gov/ntd/national-transit-database-ntd-glossary>

<sup>7</sup> <https://www.transit.dot.gov/ntd/national-transit-database-ntd-glossary>

<sup>8</sup> <https://www.transit.dot.gov/ntd/national-transit-database-ntd-glossary>

### 5.1.4 Financial Sources

A key factor used to determine the feasibility of a potential service strategy is the regulations associated with funding that will be utilized to fund operational and capital expenses. This element of the analysis is critical due primarily to regulations that dictate allowable activities when utilizing federal and state transit funds. For the purposes of this analysis, funding types were limited to the following:

- Local: County / City Municipal Funds
- Local: Private Funding Partners
- Farebox Revenues
- State Funding
- Federal Funding

Eligibility for federal funding available to public transit agencies is based primarily on the US Census population delineation of “rural” vs “urban”. Hilton Head Island is incorporated into the Lowcountry Area Transportation Study (LATS) Urbanized Area (UZA) which includes populations in Bluffton, Beaufort County, and Hilton Head Island.

**Figure 12: Hilton Head Island Urbanized Area**



Source: US Census Bureau

This designation is used by the Federal Transit Administration and state DOTs to calculate funding available for provision of public transportation services, and the rate of reimbursement for provision of services. While there are eight formula funding programs administered by the FTA, the primary funding sources currently allocated to LRTA / Palmetto Breeze includes 49 U.S.C. 5311 Rural Area Formula Grant, and 49 U.S.C. 5307 Urban Area Formula Grant. As a US Census designated area, provision of services funded by the 5311 Rural Area Formula grant are prohibited.

As published by the FTA, “eligible expenditures of the 5307 program include: planning, engineering, design and evaluation of transit projects and other technical transportation-related studies; capital investments in bus and bus-related activities such as replacement, overhaul and rebuilding of buses, crime prevention and security equipment and construction of maintenance and passenger facilities; and capital investments in new and existing fixed guideway systems including rolling stock, overhaul and rebuilding of vehicles, track, signals, communications, and computer hardware and software. In addition, associated transit improvements and certain expenses associated with mobility management programs are eligible under the program. All preventive maintenance and some Americans with Disabilities Act complementary paratransit service costs are considered capital costs.”

For urbanized areas with populations less than 200,000, operating assistance is an eligible expense. Urbanized areas of 200,000 or more may not use funds for operating assistance unless identified by FTA as eligible under the Special Rule.

The Federal funds provided within this grant will have restrictions on the types of expenditures and will have percent of total maximums. For capital expenditures, the federal share cannot exceed 80% of the net project cost, while 90% can be attributed to vehicle modifications related to ADA and Clean Air Act Compliance. Though related to ADA compliance, only 10% of the apportioned 5307 funds can be used for paratransit operating costs.

As recipients of FTA 49 U.S. Code § 5307 - Urbanized area formula grants, LRTA / Palmetto Breeze is subject to rules and regulations that govern the expenditure of these funds.

The route planning process utilized the FY 2022 and FY 2023 LRTA budget and grant administration data to identify available Federal funding and assumes local funding will be sourced from municipal funds and revenues generated from passenger fares. Expenses associated with each service strategy were compared to the available resources to identify funding gaps and an iterative process of modifying service strategies and funding totals was conducted.

### **5.1.5 Additional Design Factors**

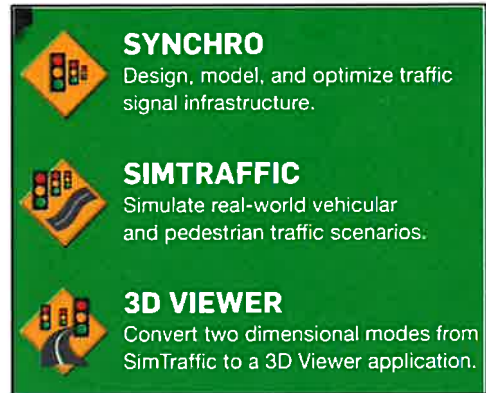
During the initial development of system and service goals and objectives, traffic delay was identified as an area of concern for on-time bus performance. In addition to concerns about traffic delays on system and service performance, “reduction in delay associated with single occupancy vehicle travel” was also identified as a route design goal.

Given the seasonal variations in traffic patterns associated with tourism travel, replicating level of service delays during off peak planning cycles was identified as a key design factor. The LATS Metropolitan Planning Organization was consulted to identify travel demand model resources available for the study

area, and the determination was made that a highway delay model was necessary to establish headways and travel time estimates for peak travel periods.

SimTraffic was used to develop a traffic simulation model to establish estimated travel times and dwell times for highways segments and at traffic control stops within the study area. Historical data was sourced from the Hilton Head Island Engineering Department to ensure accuracy and consistency with local transportation planning and design initiatives.

The results of the model were used to design fixed route bus schedules that could be accommodated during average peak season days of travel. Detailed model results can be found in the Appendix.



**SYNCHRO**  
Design, model, and optimize traffic signal infrastructure.

**SIMTRAFFIC**  
Simulate real-world vehicular and pedestrian traffic scenarios.

**3D VIEWER**  
Convert two dimensional modes from SimTraffic to a 3D Viewer application.

### 5.1.6 Transit Service Strategies

The iterative service and route design process demonstrated that fixed route service with limited point deviation was the most effective service strategy for the Hilton Head Island Airport route. Route schedules were developed to best support flight departure and arrival times and stop locations and timepoints were developed. A “ground truthing” field assessment was conducted to identify service barriers that were not visible during route mapping, including parking and building features that obstruct bus accessibility.

Additional system / service barriers were identified during the field assessment, including gated communities lacking accommodations for ingress and egress for bus services and physical separation of registration facilities from lodging locations. For example, registration offices for guest check-in / check-out services were in remote facilities which would require bus schedules to accommodate passenger drop-off at registration offices and a subsequent trip to the final lodging locations. Designing a convenient and cost-effective method of servicing these disconnected facilities was not achievable while maintaining service design performance targets.

Other design considerations established during the visioning and goal setting process included:

- Limiting schedule and service design to existing rolling stock for first year of service
- Limiting maximum travel time for each route to 1.5-hour headways
- Limiting schedule and service design to existing federal and local budgetary constraints

## 6. RECOMMENDATIONS

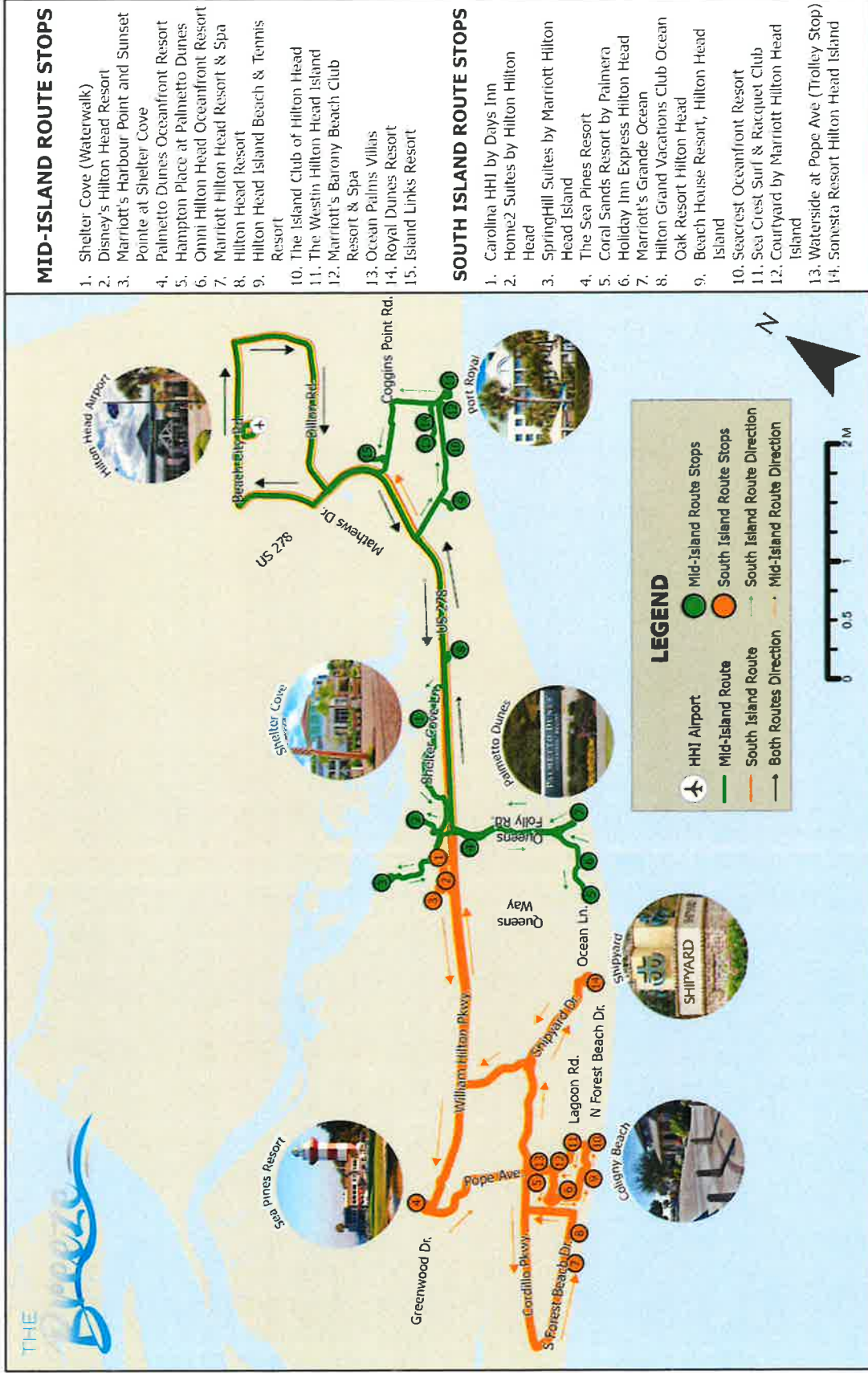
### 6.1 Proposed Routes

The recommendations for this study include the development of two separate routes designed to connect Hilton Head Island Airport with hotels and resorts on the island. These two routes (Mid-Island & South Island) share the same starting location at the airport, but split service along US 278 (William Hilton Pkwy), where the South Island route services hotel properties south of the Palmetto Dunes complex, including Sea Pines, Coligny Beach, and Shipyard properties. The Mid-Island route provides bi-directional service to Shelter Cove and hotel properties in Palmetto Dunes and Port Royal. These routes mirror the Breeze Trolley routes, with both services providing separate routes for South Island and Mid-Island properties. The Mid-Island and South Island routes leave the airport and turn right onto Beach City Road due to the lack of a signalized intersection at the airport. The routes then follow Dillon Road east and south to US 278, and both routes continue on US 278 until they deviate at Shelter Cove Lane and proceed with their scheduled runs.

The Mid-Island route provides service starting at Hilton Head Airport, with the first stop at Waterwalk at Shelter Cove, then servicing additional properties in the Shelter Cove complex. The Queens Folly Road entrance to Palmetto Dunes is a high-volume traffic intersection, which was taken into consideration when developing the Mid-Island route. The Mid-Island route leads into Queens Folly, servicing four separate properties within the complex (Palmetto Dunes Oceanfront Resort, Hampton Place at Palmetto Dunes, Omni Hilton Head Oceanfront Resort, and Marriott Hilton Head Resort & Spa). Once exiting Palmetto Dunes, the route alignment turns right, due north on William Hilton Parkway towards the Port Royal neighborhood, with an initial stop at Hilton Head Resort on US 278. After stopping at seven hotel and resort properties within Port Royal, the Mid-Island route turns right on US 278 and follows Mathews Drive back to Beach City Road and the Hilton Head Airport.

The South Island route has its initial stops in the Shelter Cove neighborhood, before heading to Sea Pines Resort. The traffic in the Sea Pines neighborhood necessitated the route alignment; by stopping at Sea Pines resort before heading to Coligny Beach properties, the route avoids unnecessary left turns along William Hilton Parkway and Pope Avenue. This route makes several loops due to the density and spacing of hotel properties, along with several one-way roads and median barriers that would restrict vehicle movement along this route alignment. After completing the final stop in Coligny Beach at the Waterside located on Pope Avenue (where the bus would stop at the Breeze Trolley stop), the route continues into Shipyard after turning right from Pope Avenue to Cordillo Parkway. The final stop on this route is the Sonesta Resort Hilton Head Island, and after completing that stop, the route heads back to the airport, following the US 278 to Mathews Drive and Beach City Road alignment that the Mid-Island route follows.

Figure 13: Proposed Route Alignments



## 6.2 Proposed Schedules

Proposed route schedules were developed to service the trip demand connecting the Hilton Head Island Airport to lodging locations and key destinations. The route schedules were designed to support airport passengers' arrival and departure schedules, including the arrival timeframe recommended by the Hilton Head Island Airport for departing passengers. Historical lists of daily flights were used to assist in the development of the master schedule. The following image shows a small snapshot of the flights that arrive and depart HHI on a weekly basis, and the shuttle times that were developed to provide service to those flight passengers.

**Figure 14: Sample Airport Arrival / Departure Analysis**

Flight Number	Type of Flight	Arrivals / Departures		Shuttle Arrival	Day of Week
		Time	Time		
AA4869	Departure	10:53 AM	9:23 AM	Tuesday	
AA4869	Departure	10:53 AM	9:23 AM	Friday	
AA4555	Departure	11:28 AM	9:58 AM	Wednesday	
AA4555	Departure	11:28 AM	9:58 AM	Thursday	
UA6068	Departure	11:30 AM	10:00 AM	Wednesday	
UA6068	Departure	11:30 AM	10:00 AM	Thursday	
AA4669	Departure	11:37 AM	10:07 AM	Sunday	
UA3549	Departure	11:37 AM	10:07 AM	Monday	
AA4669	Departure	11:37 AM	10:07 AM	Monday	
UA3549	Departure	11:37 AM	10:07 AM	Tuesday	
AA4669	Departure	11:37 AM	10:07 AM	Tuesday	
UA3549	Departure	11:37 AM	10:07 AM	Friday	
AA4669	Departure	11:37 AM	10:07 AM	Friday	
AA4869	Arrival	10:13 AM	10:13 AM	Wednesday	
AA4869	Arrival	10:13 AM	10:13 AM	Thursday	
AA4669	Arrival	10:15 AM	10:15 AM	Saturday	
UA3549	Departure	11:47 AM	10:17 AM	Sunday	
UA3549	Departure	11:47 AM	10:17 AM	Saturday	
AA4869	Arrival	10:23 AM	10:23 AM	Sunday	
AA4869	Arrival	10:23 AM	10:23 AM	Monday	
AA4869	Arrival	10:23 AM	10:23 AM	Tuesday	

Using the traffic simulation model, time points were developed for proposed stops along the two routes. These time points were based off the simulated traffic in three blocks: AM Peak, Noon Peak, and PM Peak. A master schedule was created for both routes to service airport flights, both inbound and outbound. The stops were chosen based on their density (to other hotel and resort properties), room count, and ability to support fixed route service. The planning team conducted a ground truthing analysis to further evaluate

schedule consistency and viability of potential stops to confirm feasibility of proposed stop locations and time points. The following assumptions were utilized when developing the master schedule:

- Palmetto Breeze Transit policies were utilized to incorporate scheduled driver breaks.
- Loading times at stops were established at three minutes per timepoint stop. This is a conservative estimate due to boarding and alighting delays associated with baggage handling.
- Airport loading times are ten minutes.

The following schedules show the pull-out time and pull-in times for vehicles leaving and arriving at the transit bus depot and the service schedule assumptions for both the South Island and Mid Island routes.



Figure 15: Proposed HHI Airport Route Schedule - South Island

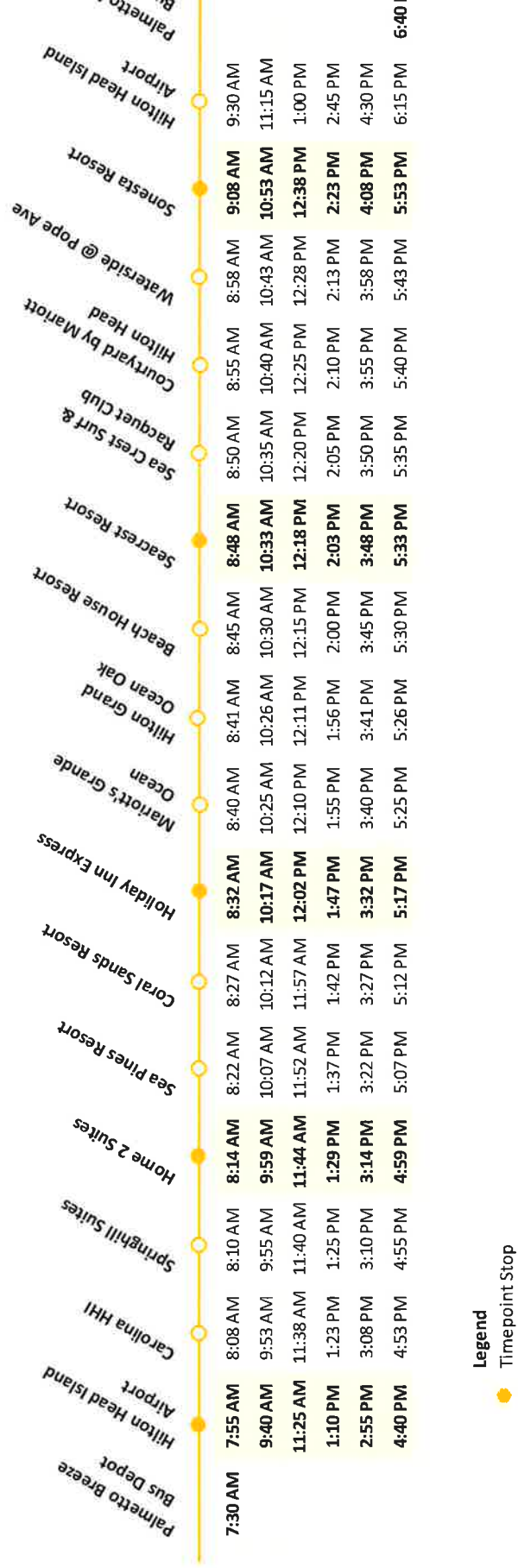


Figure 16: Proposed HHI Airport Route Schedule - Mid-Island



Legend  
● Timepoint Stop

### 6.3 Financial Estimates

The cost to operate the Hilton Head Airport route were estimated using Palmetto Breeze performance reports and financial data from the previous fiscal year. Providing this additional service would cost Palmetto Breeze approximately \$285,000 for the initial term of the pilot project. Annual vehicle revenue hours were estimated based on the service operating seven days per week, through peak season. Peak season as defined is service beginning the Friday before Memorial Day (May 27<sup>th</sup>) and concluding on September 4<sup>th</sup> (Labor Day). The following table provides an overview of the factors incorporated into the financial estimates, and the estimated gross annual operating costs for the service.

**Table 11: HHI Airport Route Operating Cost Estimates**

Hilton Head Airport Shuttle Costing Scenario	2023
Peak Period Frequency (Minutes)	90 min
Miles per Loop	22.0
Required Buses in Operation	2
Peak Season	May 27 - Sept 4
Days of Operation	7 Days / Week
Service Start Time	8:00 AM
Service End Time	7:00 PM
Annual Vehicle-Hours	2,244
Assumed Cost per Vehicle Hour	\$57.60
Total Annual Operating Cost (gross with 10% contingency)	\$284,360
Base Fare (one-way)	\$5.00
Estimated Ridership	4,242
Total Fare Revenue	\$21,210
<b>Total Net Annual Operating Cost</b>	<b>\$263,150</b>

Given the high variability of cost associated with fuel, wages, and capital equipment; these estimates included a 10% contingency and are subject to change. Unit costs for annual operating costs should be reassessed frequently to ensure accuracy.

#### Revenue Vehicles

The Hilton Head Island Airport Shuttle route is recommended as a pilot program and therefore is designed to utilize existing Palmetto Breeze transit vehicles. As a pilot program, this allows the provider

the opportunity to assess the viability of the route without incurring substantial capital expenditures prior to implementation. Limiting the design to utilize existing rolling stock is a conservative financial approach that results in lower risk for the system, but it also limits the ability to increase frequency for riders. As the Hilton Head Island Airport continues to expand, the demand for additional service and expanded service geography is anticipated. Recognizing the likelihood that the service will require procurement of supplemental vehicles the study provides planning level vehicle unit costs to estimate additional capital investment for expansion.

Multiple vehicle types were included in the below table in the scenario that ridership is greater or less than the estimated ridership values. These costs were based on the 2020 APTA Public Transportation Vehicle Database and FTA. Ballooning costs and a weakened supply chain due to the coronavirus pandemic have increased the cost of transportation vehicles and reduced cost estimation confidence due to high levels of industry cost variability. Capital vehicle expansion costs should be reassessed frequently to ensure accuracy for budget development.

**Table 12: Capital Bus Cost Estimates**

Vehicle Type	Fuel Type	Length	Capacity	*Unit Cost	Minimum Useful Life
Bus - Standard Heavy-Duty Vehicle	Diesel	30'	24-32	\$473,489	10 Years / 350,000 Miles
Bus - Small Light-Duty Vehicle	Gasoline	22' - 27'	15-19	\$115,600	4 Years / 100,000 Miles
Bus – Cutaway Mid-Duty Vehicle	Diesel	30'	22-30	\$145,000	7 Years / 200,000 Miles
Small Vehicle	Gasoline	<27'6"	5-8	\$80,088	4 Years / 100,000 Miles

\*Note: Based on APTA/FTA 2020 Vehicle Database costs. Due to unprecedented levels of cost variability, these costs may not reflect current conditions and are subject to change.

**Bus Stop Infrastructure**

Bus stops are a key link in the journey of a bus rider and serve as the first point of contact between the customer and the service. Inaccessible or poorly designed bus stops often result in weakened ridership and can effectively prevent the use of fixed-route bus service. A total of 30 fixed-route bus stop locations including one route transfer location accessible to both routes is recommended for the Hilton Head Airport shuttle. These stops include both timepoint and regular stop locations and are summarized in the following table.

**Table 13: Bus Stops by Route**

Bus Route	Time Point Stops	Non-Time Point Bus Stops	Route Transfer Locations	Total Stops
Mid-Island Route	3	12	1	16
South Island Route	4	10	1	15

The Breeze Trolley service that currently operates on Hilton Head Island designates stop locations with an oval shaped brown sign with white lettering and stop number. The stop locations also have a posted route map and general service and schedule information.

The Hilton Head Island Airport route should include, at a minimum, similar stop signage and information at all stop locations. Additional considerations should be given to securing funding for future bus shelter amenities to be installed at high ridership locations, locations servicing vulnerable populations, and locations with greater exposure to environmental elements. Future investments in bus stop amenities should also consider appropriate combinations of the following:

1. Trash receptacles
2. Benches / Seating
3. Shade Structures / Rain Barriers
4. ADA Improvements
5. Security Lighting
6. Bicycle Racks



Unit costs were developed for each of the recommended amenities including baseline pilot project investments and recommended future infrastructure.

**Table 14: Bus Stop Amenity Cost Estimates**

Amenity	*Estimated Unit Cost
Bus Stop Sign and Pole	\$200
Bus Stop Shelter (Including Trash Receptacle and Bench)	\$ 20,000
6" Concrete Shelter Pad (Excludes Installation Labor)	\$ 125 / Cubic Yard
Bus Stop Light and Pole	\$ 2,500
Bicycle Rack	\$ 500

Amenity	*Estimated Unit Cost
ADA Detectable Warning Surface	\$ 500

\*Unit cost estimates based on 2022 average prices for public transit agencies. Due to high procurement and construction cost variability, these costs may not reflect current conditions and are subject to change.

## **7. IMPLEMENTATION STRATEGIES**

In order to move from planning and analysis into service implementation readiness and delivery, short term and long-term recommendations have been organized into four focus areas.

- Initiate
- Operate
- Assess
- Grow

The following section summarizes these key strategies and identifies stakeholders and partners critical to successful implementation and sustainability of the Hilton Head Island Airport route.

### **7.1 Initiate**

#### **7.1.1 Partnerships**

Partnerships with different entities is a key element in the identification of successful strategies and this coordination and collaboration is critical to the success of the Hilton Head Island Airport Route. This coordination includes partnering with oversight agencies, local government, resort, and community organizations.



### 7.1.2 Marketing / Branding

Marketing and branding the new route are critical to the success. This effort provides important service information to both residents and visitors regarding the service and branding allows existing and future patrons to immediately recognize and connect with the service. This marketing and branding effort is four pronged, utilizing multiple sources, outlets, and strategies.



### 7.1.3 Staffing / Training

Adequately staffing and ensuring that staff, particularly drivers/vehicle operators, is also a key element in the success of the service. This training includes all staff members and must focus on both operational elements and customer service.





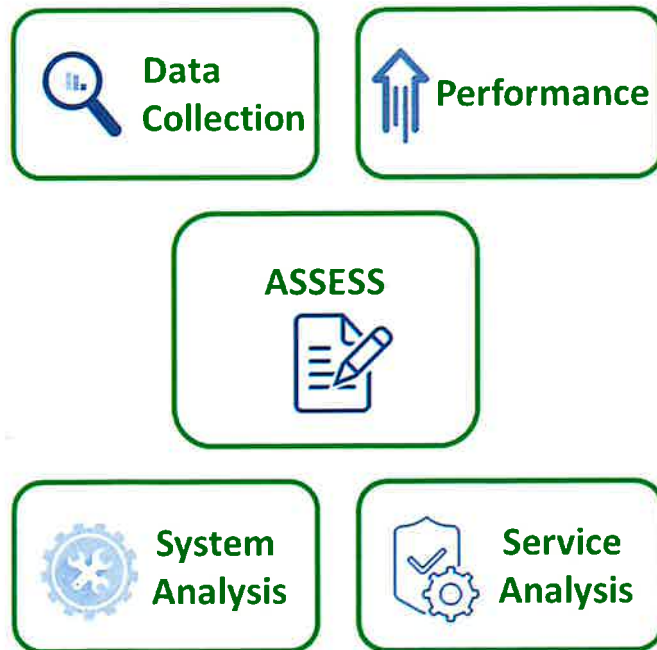
## 7.2 Operate

Assessing the operations, particularly after the first 24 hours of service is a critical step in identifying fatal flaw issues with the service early in the process and addressing those issues through collaborative coordination. Obtaining feedback from operators, as well as patrons provides valuable information and the ability to track operational performance. This strategy provides the information and data necessary to ensure effective and efficient operations at key service milestones.



### 7.3 Assess

Assessing the service begins with the establishment of performance metrics, based on measurable elements such as ridership. Data must be collected on an ongoing basis to provide the assessment of the performance of the route from both the system and service perspective.



## 7.4 Grow

Building on the success of the route requires a full understanding of both funding constraints and funding sources. This understanding includes both service costs, as well as the transit supportive infrastructure such as shelters and the transit vehicles. In addition, interest has been expressed in providing service to additional areas throughout the area and having the partnerships and understanding of regional connections and provides is a key for any expansion.



## **8. APPENDICES**

Appendix A: Existing Conditions Technical Memorandum

Appendix B: Public Survey Responses

Appendix C: SimTraffic Model Results

# Appendix A

## Appendix B

## Appendix C

THE  
*Breeze*



**RS&H**





**THE Breeze** Hilton Head Island Airport Service

# LATS Meeting

February 3, 2023

**Lowcountry**  
COUNCIL OF GOVERNMENTS

1

1



## Presentation Agenda

- Study Background and Overview
- Recap of Existing Conditions
- Public and Stakeholder Engagement
- Service Scenarios and Preferred Alternative
- Financial Estimates
- Implementation Strategies
- Questions and Answers

**THE Breeze** **Lowcountry**  
COUNCIL OF GOVERNMENTS

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# Study Background and Overview



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# Study Overview

- ✓ Launch Engagement Activities
- ✓ Convene Committees
- ✓ Initiate Data Collection
- ✓ Initiate Technical Analysis
- ✓ Initiate Route Design
- ✓ Develop Recommendations



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# Study Overview: Goals

1. Service passengers arriving at and departing from the Hilton Head Island Airport
2. Maintain compliance with FTA guidelines / funding regulations
3. Design cost effective service options using available resources
4. Help mitigate peak season traffic congestion within the service area



5

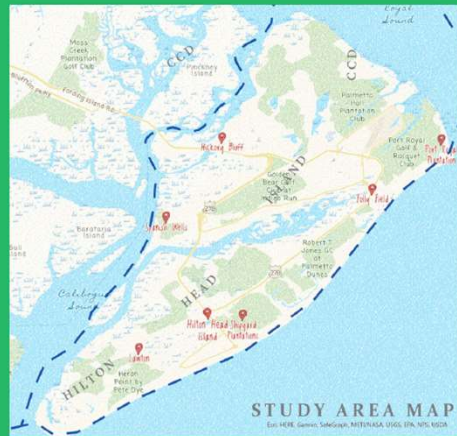
# Recap of Existing Conditions

## What is happening on the island?

 <b>40K</b> Year-Round Population	 <b>300K</b> Summer Population	 <b>267.7K</b> 2018 Palmetto Breeze Ridership	 <b>1.5%</b> Population Increase Between 2010-2020
--	---	--	---

### 2022 Breeze Service for Hilton Head Island Airport (HHH)

<b>Passenger Traffic</b> The HHH has seen almost <b>570%</b> increase in passenger count since 2017. The airport anticipates continued growth in passenger arrivals and debarkations.	<b>Additional Funding</b> Future airport plans call for more than <b>\$50 M</b> in capital investments for terminal expansion and associated improvements.
--	---



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# Recap of Existing Conditions

## User Groups

### – Identification and Evaluation of User Groups:

- Airport Customers
  - Short-term Visitors
  - Summer Residents
  - Business Travelers
  - Families with Children
- Local Users
  - Year-round Residents
  - Airport and Local Area Employees (Work Force)
- Local Businesses and Tourism Destinations
  - Commercial Business Centers (shopping, restaurants, etc.)
  - Local Tourism/Recreation Destinations
  - Marinas



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# Public and Stakeholder Engagement

## – Public Survey

- 30 days: February 1<sup>st</sup> – March 7<sup>th</sup>
- 206 Responses

## – Stakeholder Committees

- Technical Committee
- Policy Committee

## – Community Engagement

- Interviews
- Social Media / Website Updates



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# Public and Stakeholder Engagement

## -Top Five Destinations

- Shelter Cove
- Coligny Circle/Beach
- Palmetto Dunes
- Sea Pines
- Harbour Town

Indigo Run coligny Sea pines Hilton head Hilton Head Plantation  
 Folly Field area travel use service area Palmetto Dunes  
 WaterWalk Shelter Cove Road Bluffton Hilton Head Resort  
 island live Bluffton live Folly Field Spanish Wells airport



# Public and Stakeholder Engagement

## -Top Destinations

Stakeholders

General Public



## Service Scenarios



- Developed 3 service scenarios
- Evaluated performance metrics and adherence to goals
- Selected preferred alternative
  - Developed cost estimates
  - Prepared Schedules
  - Performed Field Reviews for Routing and Stops



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## Preferred Service Alternative

### Mid-Island and South Island Service

#### – Two routes that service the Hilton Head Island Airport

- Mid-Island Route servicing stops between HHI Airport and Shelter Cove
- South Island Route servicing stops including HHI Airport, Shelter Cove, Sea Pines, Coligny Beach, and Shipyard development
- Start time 8:00am, end time 7:00pm
- Supporting inbound and outbound flights from HHH



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# Preferred Alternative

## MID-ISLAND ROUTE STOPS

1. Shelter Cove (Waterwalk)
2. Disney's Hilton Head Resort
3. Marriott's Harbour Point and Sunset Pointe at Shelter Cove
4. Palmetto Dunes Oceanfront Resort
5. Hampton Place at Palmetto Dunes
6. Omni Hilton Head Oceanfront Resort
7. Marriott Hilton Head Resort & Spa
8. Hilton Head Resort
9. Hilton Head Island Beach & Tennis Resort
10. The Island Club of Hilton Head
11. The Westin Hilton Head Island
12. Marriott's Barony Beach Club Resort & Spa
13. Ocean Palms Villas
14. Royal Dunes Resort
15. Island Links Resort



## SOUTH ISLAND ROUTE STOPS

1. Carolina HHI by Days Inn
2. Home2 Suites by Hilton Hilton Head
3. SpringHill Suites by Marriott Hilton Head Island
4. The Sea Pines Resort
5. Coral Sands Resort by Palmera
6. Holiday Inn Express Hilton Head
7. Marriott's Grande Ocean
8. Hilton Grand Vacations Club Ocean Oak Resort Hilton Head
9. Beach House Resort, Hilton Head Island
10. Seacrest Oceanfront Resort
11. Sea Crest Surf & Racquet Club
12. Courtyard by Marriott Hilton Head Island
13. Waterside at Pope Ave (Trolley Stop)
14. Sonesta Resort Hilton Head Island



# Preferred Alternative Schedules

	Palmetto Preserve Bus Depot	Hilton Head Island Airport	Shelter Cove Waterwalk	Disney's Hilton Head Resort	Marriott's Harbour Point and Sunset Pointe at Shelter Cove	Palmetto Dunes Oceanfront Resort	Hampton Place at Palmetto Dunes	Omni Hilton Head Oceanfront Resort	Marriott Hilton Head Resort & Spa	Hilton Head Resort	Hilton Head Island Beach & Tennis Resort	The Island Club of Hilton Head	Westin Hilton Head Island Resort & Spa	Marriott's Barony Beach Club	Ocean Palms Villas	Royal Dunes Resort	Island Links Resort	Hilton Head Island Airport	Palmetto Preserve Bus Depot
Mid-Island	7:40 AM	8:05 AM	8:18 AM	8:23 AM	8:27 AM	8:33 AM	8:42 AM	8:44 AM	8:50 AM	8:57 AM	9:00 AM	9:04 AM	9:09 AM	9:12 AM	9:17 AM	9:18 AM	9:22 AM	9:31 AM	
		9:41 AM	9:54 AM	9:59 AM	10:03 AM	10:09 AM	10:18 AM	10:20 AM	10:26 AM	10:33 AM	10:36 AM	10:40 AM	10:45 AM	10:48 AM	10:53 AM	10:54 AM	10:58 AM	11:07 AM	
		11:17 AM	11:30 AM	11:35 AM	11:39 AM	11:45 AM	11:54 AM	11:56 AM	12:02 PM	12:09 PM	12:12 PM	12:16 PM	12:21 PM	12:24 PM	12:29 PM	12:30 PM	12:34 PM	12:43 PM	
		12:53 PM	1:06 PM	1:11 PM	1:15 PM	1:21 PM	1:30 PM	1:32 PM	1:38 PM	1:45 PM	1:48 PM	1:52 PM	1:57 PM	2:00 PM	2:05 PM	2:06 PM	2:10 PM	2:19 PM	
		2:29 PM	2:42 PM	2:47 PM	2:51 PM	2:57 PM	3:06 PM	3:08 PM	3:14 PM	3:21 PM	3:24 PM	3:28 PM	3:33 PM	3:36 PM	3:41 PM	3:42 PM	3:46 PM	3:55 PM	
		4:05 PM	4:18 PM	4:23 PM	4:27 PM	4:33 PM	4:42 PM	4:44 PM	4:50 PM	4:57 PM	5:00 PM	5:04 PM	5:09 PM	5:12 PM	5:17 PM	5:18 PM	5:22 PM	5:31 PM	
		5:41 PM	5:54 PM	5:59 PM	6:03 PM	6:09 PM	6:18 PM	6:20 PM	6:26 PM	6:33 PM	6:36 PM	6:40 PM	6:45 PM	6:48 PM	6:53 PM	6:54 PM	6:58 PM	7:07 PM	7:32 PM

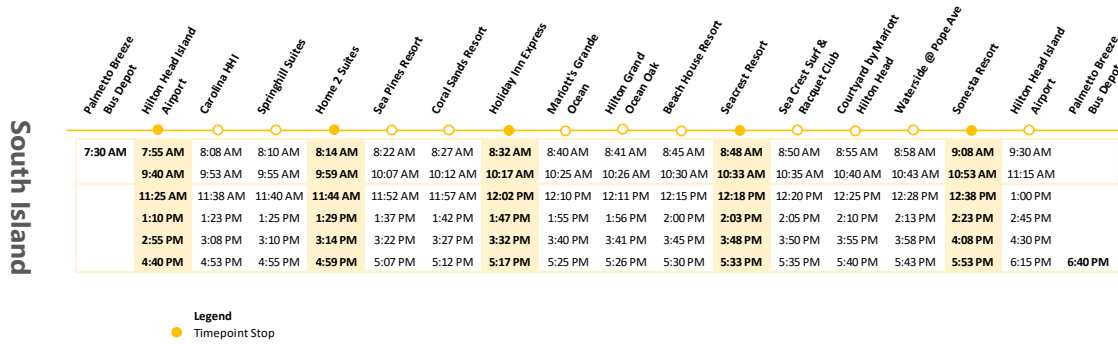
Legend  
● Timepoint Stop

NOTE: Schedules are flexible and subject to change as needed to support Airport departure and arrival schedules.





# Preferred Alternative Schedules



NOTE: Schedules are flexible and subject to change as needed to support Airport departure and arrival schedules.



# Financial Estimates

Hilton Head Airport Shuttle Costing Scenario	2023
Peak Period Frequency (Minutes)	90 min
Miles per Loop	22.0
Required Buses in Operation	2
Peak Season	May 27 - Sept 4
Days of Operation	7 Days / Week
Service Start Time	8:00 AM
Service End Time	7:00 PM
Annual Vehicle-Hours	2,244
Assumed Cost per Vehicle Hour	\$57.60
Total Annual Operating Cost (gross with 10% contingency)	\$284,360
Base Fare (one-way)	\$5.00
Estimated Ridership	4,242
Total Fare Revenue	\$21,210
<b>Total Net Annual Operating Cost</b>	<b>\$263,150</b>

## - What will the service cost?

- Estimated ridership = eight (8) passengers per trip, 12 runs per day during peak season
- Operating Cost is the vehicle hours multiplied by the cost per vehicle hour
- Pilot Implementation Target: Memorial Day – Labor Day



## Implementation Strategies

### Initiate



### PARTNERSHIPS



### MARKETING



### Operate



Fatal  
Flaws



Coordination

### OPERATE



Feedback



Milestones

### Assess



Data  
Collection



Performance

### ASSESS



System  
Analysis



Service  
Analysis

### Grow



Funding



Shelters

### GROW



Vehicles



Connections



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## Next Steps

### – Presentation of recommendations

- ✓ January 25, 2023 – LRTA / Palmetto Breeze
- February 3, 2023 – LATS MPO
- February 2023 – Hilton Head Island PPC

### – Implementation Activities

- Palmetto Breeze will initiate implementation activities



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# Questions & Discussion

Questions?



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Hilton Head Island  
Airport Service

# Thank You!

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<https://www.instagram.com/palmettobreezetransit/?hl=en>



<https://www.facebook.com/palmetto.transit/>



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## Attachment 4

<b>Trolley Ridership 4/09/22 - 09/05/22</b>		
<b>Trolley Stop #</b>	<b>Trolley Stop Name*</b>	<b>Passengers Per Stop</b>
1	Shelter Cove (S & Mid)	17,230
2	Shelter Cove Harbour (S)	1,563
3	Village at Wexford (S)	54
4	HHI Motorcoach Resort (S)	623
5	Park Plaza (S)	807
6	Deallyon at Cordillo (S)	990
7	Lowcountry Celebration Park (S)	2,122
8	Coligny Circle (S)	11,037
9	Courtyard Marriott (S)	849
10	Waterside @ Pope Ave (S)	778
11	HHI Motorcoach Resort (S)	38
12	Village at Wexford (S)	28
13	Hilton Head Resort (Mid)	89
14	HHI Beach & Tennis Resort (Mid)	2,066
15	Island Club (Mid)	125
16	Barony Beach Club (Mid)	516
17	Westin (Mid)	3,777
18	Port Royal Golf & Racquet Club (Mid)	258
19	Island Links (Mid)	68
20	278 & Shelter Cove Lane (Mid)	37

**Total Ridership for 2022 Season**

**43,053**

\* Mid = Mid Island Trolley / S = Southend Trolley

# THE Breeze

SEE PAGE 16 FOR APPROXIMATE TROLLEY TIMES BY STOP

TROLLEY PATRONS CAN REQUEST STOPS ALONG THE ROUTE AT OTHER KEY DESTINATION POINTS, BUT ONLY WHERE IT IS SAFE FOR THE TROLLEY OPERATOR TO STOP.

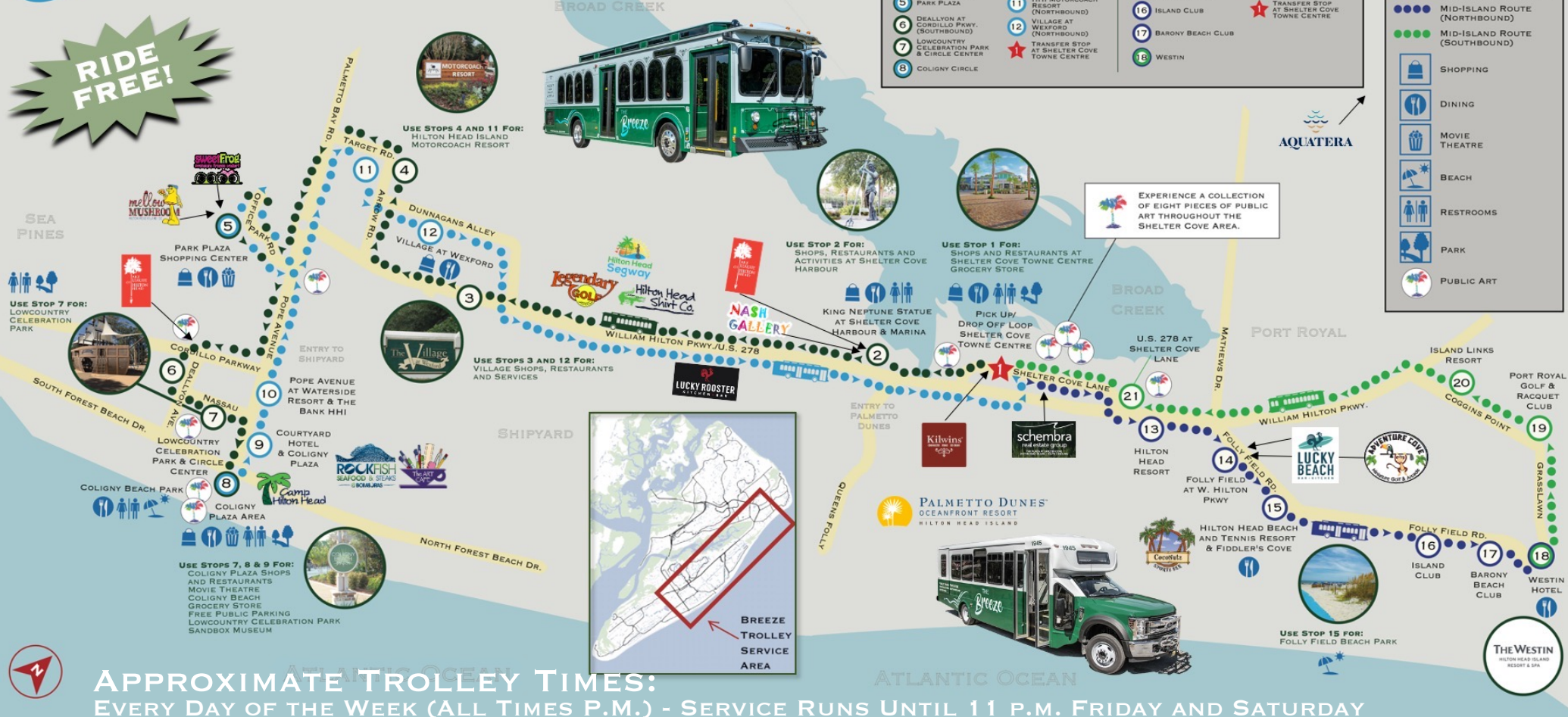
**RIDE FREE!**

### TROLLEY STOPS

SOUTH ISLAND ROUTE		MID-ISLAND ROUTE	
SOUTHBOUND	NORTHBOUND	NORTHBOUND	SOUTHBOUND
★ TRANSFER STOP AT SHELTER COVE TOWNE CENTRE	8 COLIGNY CIRCLE	★ TRANSFER STOP AT SHELTER COVE TOWNE CENTRE	18 WESTIN
2 KING NEPTUNE STATUE AT SHELTER COVE HARBOUR & MARINA	9 COURTYARD HOTEL & COLIGNY PLAZA	13 HILTON HEAD RESORT	19 PORT ROYAL GOLF & RACQUET CLUB
3 VILLAGE AT WEXFORD (SOUTHBOUND)	10 POPE AVENUE AT WATERSIDE RESORT	14 FOLLY FIELD AT W. HILTON PKWY	20 ISLAND LINKS RESORT
4 ARROW RD. AT HHI MOTORCOACH RESORT (SOUTHBOUND)	5 PARK PLAZA	15 HILTON HEAD BEACH AND TENNIS RESORT & FIDDLER'S COVE	★ TRANSFER STOP AT SHELTER COVE TOWNE CENTRE
5 PARK PLAZA	11 ARROW RD. AT HHI MOTORCOACH RESORT (NORTHBOUND)	16 ISLAND CLUB	
6 DEALLON AT CORDILLO PKWY. (SOUTHBOUND)	12 VILLAGE AT WEXFORD (NORTHBOUND)	17 BARONY BEACH CLUB	
7 LOWCOUNTRY CELEBRATION PARK & CIRCLE CENTER	★ TRANSFER STOP AT SHELTER COVE TOWNE CENTRE	18 WESTIN	
8 COLIGNY CIRCLE			

### LEGEND

- ★ TRANSFER STOP
- TROLLEY STOP
- SOUTH ISLAND ROUTE (SOUTHBOUND)
- SOUTH ISLAND ROUTE (NORTHBOUND)
- MID-ISLAND ROUTE (NORTHBOUND)
- MID-ISLAND ROUTE (SOUTHBOUND)
- 🛍️ SHOPPING
- 🍽️ DINING
- 🎬 MOVIE THEATRE
- 🏖️ BEACH
- 🚻 RESTROOMS
- 🌳 PARK
- 🎨 PUBLIC ART



**APPROXIMATE TROLLEY TIMES:**  
EVERY DAY OF THE WEEK (ALL TIMES P.M.) - SERVICE RUNS UNTIL 11 P.M. FRIDAY AND SATURDAY

## SOUTH ISLAND ROUTE

## SOUTH ISLAND ROUTE

## MID-ISLAND ROUTE

## MID-ISLAND ROUTE

SOUTHBOUND STOPS (SHELTER COVE TO COLIGNY)

NORTHBOUND STOPS (COLIGNY TO SHELTER COVE)

NORTHBOUND STOPS (SHELTER COVE TO WESTIN)

SOUTHBOUND (WESTIN TO SHELTER COVE)

★ 1	2	3	4	5	6	7	8	8	9	10	5	11	12	★ 1	★ 1	13	14	15	16	17	18	17	18	19	20	★ 1					
1:00	1:03	1:08	1:11	1:15	1:18	1:20	1:25	1:00	1:03	1:05	1:10	1:15	1:18	1:25	1:00	1:03	1:05	1:06	1:08	1:09	1:10	1:15	1:17	1:19	1:22	1:25					
1:30	1:33	1:38	1:41	1:45	1:48	1:50	1:55	1:30	1:33	1:35	1:40	1:45	1:48	1:55	1:30	1:33	1:35	1:36	1:38	1:39	1:40	1:45	1:47	1:49	1:52	1:55					
2:00	2:03	2:08	2:11	2:15	2:18	2:20	2:25	2:00	2:03	2:05	2:10	2:15	2:18	2:25	2:00	2:03	2:05	2:06	2:08	2:09	2:10	2:15	2:17	2:19	2:22	2:25					
2:30	2:33	2:38	2:41	2:45	2:48	2:50	2:55	2:30	2:33	2:35	2:40	2:45	2:48	2:55	2:30	2:33	2:35	2:36	2:38	2:39	2:40	2:45	2:47	2:49	2:52	2:55					
TROLLEYS CONTINUE OPERATING ON SAME SCHEDULE ARRIVING AT EACH STOP APPROXIMATELY EVERY 30 MINUTES.								TROLLEYS CONTINUE OPERATING ON SAME SCHEDULE ARRIVING AT EACH STOP APPROXIMATELY EVERY 30 MINUTES.								TROLLEYS CONTINUE OPERATING ON SAME SCHEDULE ARRIVING AT EACH STOP APPROXIMATELY EVERY 30 MINUTES.								TROLLEYS CONTINUE ON SAME SCHEDULE ARRIVING AT EACH STOP EVERY 30 MINUTES.							
9:00	9:03	9:08	9:11	9:15	9:18	9:20	9:25	9:00	9:03	9:05	9:10	9:15	9:18	9:25	9:00	9:03	9:05	9:06	9:08	9:09	9:10	9:15	9:17	9:19	9:22	9:25					
9:30	9:33	9:38	9:41	9:45	9:48	9:50	9:55	9:30	9:33	9:35	9:40	9:45	9:48	9:55	9:30	9:33	9:35	9:36	9:38	9:39	9:40	9:45	9:47	9:49	9:52	9:55					

