



Town of Hilton Head Island  
 Community Development Department  
 One Town Center Court  
 Hilton Head Island, SC 29928  
 Phone: 843-341-4757 Fax: 843-842-8908  
[www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov)

<b>FOR OFFICIAL USE ONLY</b>
Date Received: _____
Accepted by: _____
Meeting Date: _____
Associated Application Number: _____

Applicant/Agent Name: \_\_\_\_\_ Company: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Project Name: \_\_\_\_\_ Project Address: \_\_\_\_\_  
 Parcel Number [PIN]: R \_\_\_\_\_

**STREET NAME SUBMITTAL REQUIREMENTS**

Proposed Street Names (list in order of preference)

1. _____	4. _____
2. _____	5. _____
3. _____	6. _____

**\*A minimum of 3 different names must be submitted or the application will not be accepted.**

**Digital Submissions may be accepted via e-mail by calling 843-341-4757.**

\_\_\_\_\_ Written narrative that states why each name was chosen and how the name meets the criteria of the Land Management Ordinance (LMO 16-2-103.O.4), with particular emphasis on criterion c. and d. The name should have relevance to South Carolina, the Lowcountry, Hilton Head Island, or the general area of the proposed street location.

\_\_\_\_\_ Site plan indicating the location of the proposed street(s). The site plan shall include a vicinity map and should be no larger than 11" x 17".

**Are there recorded private covenants and/or restrictions that are contrary to, conflict with, or prohibit the proposed request? If so, a copy of the private covenants and/or restrictions must be submitted with this application.  YES  NO**

**MODIFIED STREET NAMES**

Any person proposing to modify a street or vehicular access easement name must provide a mailed notice to all owners of property fronting on the street or vehicular access easement to be modified. Such notice shall comply with LMO Section 16-2-102.E.2.e.ii.

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## LMO Section 16-2-103.O.4 CRITERIA

- A. No new street, vehicular access easement or development project name, or proposed modified name of an existing street, vehicular access easement or development, except phases of the same development project, shall duplicate, be phonetically similar to, or in any way be likely to be confused with an existing street, vehicular access easement or development name, in spite of the use of prefixes or suffixes.
- B. It is desirable to use names which are simple, logical, easy to read and pronounce, and which are clear and brief. Use of frivolous or complicated words, or unconventional spellings in names shall not be approved.
- C. It is desirable to use names which have some association with Hilton Head Island and specifically with the immediate location of the road or place, such as reference to local history or physiographic features.
- D. Use of a common theme is recommended for names of streets which are associated with one another, such as those within a residential development.
- E. Intersecting streets or vehicular access easements shall not have the same or similar name.
- F. Streets or vehicular access easements which continue through an intersection should generally bear the same name, except where the road crosses a major arterial or where existing address points on a street require that the roadway be given a different name.
- G. A street or vehicular access easement making an approximate right-angle turn where there is no possibility of extending the street or vehicular access easement in either direction shall be considered to be continuous and be so named. Where there is a choice of direction or a possibility of extending either section in the future, such configuration shall be considered to be an intersection and different names assigned.
- H. The proposed name of the development should in all respects emphasize the project's distinctive name rather than the name of the company or corporation that owns the development. This will reduce confusion on the location of separate developments owned by the same company or corporation.
- I. New or modified street names should generally use Drive, Lane, Place, Road, Street or Way as suffixes. The following street designations should only be used if the street design meets one of the following descriptions:
  - 1. Alley--A street providing access to the rear of lots or buildings, usually as a secondary means of access to a property.
  - 2. Avenue--A street that is continuous.
  - 3. Boulevard--A street with a landscaped median dividing the roadway.
  - 4. Circle--A street with a complete loop on the end or a side street that intersects another street at two adjacent intersections.
  - 5. Court--A street terminating in a cul-de-sac, not longer than 1,000 feet in length.
  - 6. Extension--A section of street forming an additional length.
  - 7. Parkway--A street designated as a collector or arterial road, with a landscaped median reflecting the parkway character implied in the name.This list is not intended to limit the use of other appropriate suffixes.
- J. The suffixes Manor, Trace and Common shall typically be used to name vehicular access easements.
- K. Existing roads that become broken by natural barriers, intervening land uses, or development that cause the existing road to become two separate roads, and are not likely to be reconnected in the future, shall be named in a manner that considers the potential economic impact of the number of address points and type of addresses impacted.