

# Town of Hilton Head Island Community Development Department



## THE TOWN OF HILTON HEAD ISLAND RECEIVES BICYCLE FRIENDLY COMMUNITY & AUDUBON INTERNATIONAL GREEN COMMUNITY DESIGNATIONS!!

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When the Town of Hilton Head Island Town Council established the Destination 2020 Guiding Principles, the first principle on this list was: "Living in Harmony with Nature, Protecting the Natural Beauty, and Creating a Unique Sense of Place". In setting the 2016: Goals, Town Council listed: "Re-establish Pre-eminence for Environmental Stewardship" as a goal to strive toward.

Each of these intentions was the backbone of two award designations pursued by the Town over the last 15 months.

In June 2010, Town staff, The Hilton Head Island Chamber of Commerce, Beaufort County Sheriff's Office and local bicycle advocates formed a bicycle committee, under the auspices of the Hilton Head Island Chamber of Commerce. This committee was tasked with developing the Town of Hilton Head Island's Bicycle Friendly Community Application.

The Bicycle Friendly Community program is sponsored by the League of American Bicyclists, a national bicycle advocacy group whose mission is to promote bicycling for fun, fitness and transportation, and work through advocacy and education for a bicycle-friendly America (<http://www.bikeleague.org/index.php>).

*Receiving the silver level award is especially notable because this makes The Town of Hilton Head Island the highest ranked Bicycle Friendly Community in South Carolina.*

There are four achievement award levels in the Bicycle Friendly Community Program. These award levels are bronze, silver, gold and platinum. Since the Bicycle Friendly Community Program began in 2003, there have been approximately 500 communities throughout the United States which have submitted award applications. To date, 179 communities have received the Bicycle Friendly Community designation. There are three platinum communities, 11 gold communities, 32 silver communities and 133 bronze communities.

In May of 2011, the League of American Bicyclists announced the awardees for the spring 2011 Bicycle Friendly Communities and the Town of Hilton Head Island received the silver level award designation. This was a tremendous accomplishment for the community and reflects decades of investment in pathways, safety initiatives, and infrastructure activities to support residents and the nearly one million people who bike yearly on Hilton Head Island. The preparation and submission of the application was a shared effort by members of Town staff, the Chamber of Commerce and community bicycle advocates. Receiving the silver level award is especially notable because this makes The Town of Hilton Head Island the highest ranked Bicycle Friendly Community in South Carolina.

Town Manager, Steve Riley is noted as saying, "the Town of Hilton Head Island is thrilled to be recognized as a Bicycle Friendly Community by the League of American Bicyclists. The rigorous application process was a true collaborative effort with community members, Town staff and the Chamber of Commerce. Being acknowledged as the first silver level South Carolina Bicycle Friendly Community is an honor and will encourage continued efforts to become more accommodating to bicyclists."

continued





In August 2011 Andy Clarke, the League of American Bicyclists President and Elizabeth Kiker, the League of American Bicyclists Vice President visited the island to officially present the Town with the Bicycle Friendly Community Award. In their one day visit, they met with local bicycle advocates to give feedback on the Town's application, attended a Town Council meeting, co-sponsored a League of American Bicyclists reception/award celebration and participated in a beach bike ride with the local Kickin' Asphalt Bicycle Club.

The Bicycle Friendly Community designation is valid for four years. During this four year timeframe the Town of Hilton Head Island will be striving to reach the next Bicycle Friendly milestone, receiving the gold Bicycle Friendly Community title.

Hilton Head Island is not only known for its bicycle friendliness, but is also renowned for its natural beauty and strong environmental legacy, which began in the 1960's with the development of Sea Pines. While striving to become a silver level Bicycle Friendly Community, the Town of Hilton Head Island was also working towards obtaining the Audubon International Green Community designation.

To showcase the Town's environmental stewardship, Town staff began to pursue the first stage of Audubon International's Sustainable Communities program, in January 2011. The result of the first stage of this program is securing the Green Community designation. In order to complete this first stage there are five steps that need to be accomplished which are: (1) form a steering committee; (2) appoint a sustainability coordinator; (3) complete a community baseline survey and site assessment; (4) survey the community (Treasuring Home); and (5) complete a demonstration project.

A steering committee was formed with representatives from Town staff, local utility companies, a local health care organization, the Beaufort County school district, a local recreation organization, the Chamber of Commerce, and property owners associations. The steering committee met monthly from January to April and progressed through the steps of the Green Community stage.

The steering committee worked together to complete the community baseline survey and site assessment which served as the starting point to assess current conditions and environmental management practices. When finalized the baseline assessment was submitted to Audubon International for review. The result of the review was a status report from Audubon International containing suggestions for economic, environmental and social opportunities that would make the Town of Hilton Head Island more sustainable.

*Hilton Head Island is also renowned for its natural beauty and strong environmental legacy...*

The Treasuring Home Survey was conducted over a five week period in April and May via online survey resources. Once the online survey was created, a link to the survey was placed on the Town's website and the websites of several of the steering committee member's organizations. In addition, a link to the Town website, where the survey could be accessed, was distributed via email alerts sent to contact lists of the steering committee member's organizations. A media release was distributed to local media outlets which helped publicize the Treasuring Home Survey and directed citizens to the Town website to participate in the survey. There were approximately 370 survey responses received during the five week survey period.

The final step in the Green Community stage was to complete a demonstration project which provides educational information on sustainability themes and issues. The steering committee developed a demonstration project concept for the installation of four interpretive signs at Jarvis Creek Park. Town staff worked with a design professional to create each of the four signs, which describe how the elements of the park work to process stormwater runoff and provide water habitat. The signs were designed in the same style as the interpretive signs located at the Town's Fish Haul Park to provide a consistent format among signs at Town parks. The signs are scheduled to be installed at Jarvis Creek Park in late August.

In August 2011 Audubon International notified Town staff the Town of Hilton Head will be receiving the Green Community designation. The Green Community announcement will be made at the opening session of The International Ecotourism Society's Ecotourism and Sustainable Tourism Conference taking place on Hilton Head Island September 19 – 21, 2011. Town Mayor, Drew Laughlin, is scheduled to make opening remarks and accept this prestigious recognition on behalf of the Town.



## Re-design of the development and building permit process

The Town of Hilton Head Island has responded to the public's request to re-design the development and building permit process. This endeavor is the first step towards fulfilling a Town Council 2011 goal to 'foster greater flexibility, simplicity and revitalization' in the permitting process.

For the past 6 months, Staff has been working to simplify the process, beginning from the point where a person first has a conceptual idea for a new commercial project all the way through plan review, project approval, construction and receipt of a Certificate of Occupancy. Drs. Terry Ennis and Robert Gentzler have been instrumental in guiding staff through this effort. They have previously worked with several companies doing management consulting, including using best practices involving work simplification. This endeavor entailed:

- mapping out the process by detailing the existing step-by-step procedure.
- seeking input from over 60 public stakeholders who have various experience in requesting or reviewing a new commercial permit.
- re-designing an idealized step-by-step approach based on comments and suggestions from the public stakeholders.
- changing the procedure and philosophy to provide flexibility, predictability, efficiency, and effectiveness. This also includes making the process as user-friendly and customer-oriented as possible.

**Beginning October 1<sup>st</sup>**, any customer applying for a permit to build a new commercial development or addition will undergo our revised process. Major changes to the procedure include:

- **Dealing with a Single Point of Contact throughout the entire process - the Project Manager.** The role of this staff person is to 'form a partnership' with the applicant to ensure the permitting process goes as smoothly and as quickly as possible. The Project Manager will be the applicant's 'Advocate' with accountability for setting priorities and resolving any issues to facilitate project approval.
- **Improving Predictability & Flexibility.** The applicant will receive consistent information from staff as early as possible with minimal subjectivity on code interpretation.
- **Streamlining the process.** The project will be a priority among all review staff, with elimination of unnecessary steps and time delays, resulting in cost savings to the applicant. Consolidation of paper-work and encouragement of electronic submissions will also be included.



The success of these changes will involve continual monitoring and solicitation of feedback from the applicants and the public throughout the next year. The Town welcomes suggestions from the applicants, business and property owners as they proceed through this new process in order to make continual improvements.

Next time you're at Town Hall ask staff to walk through our 'Generation 1' process changes – we would love the opportunity to show you how we've changed!

## Spray Foam Insulation Installed in Existing Dwellings

Based on inspections, complaints and concerns it is obvious that many are curious about spray foam insulation. One of the main issues is having spray foam installed into an existing attic or crawlspace, resulting in other issues being created. By adding spray foam insulation may compromise the original design and envelope of the existing home as it was originally designed for. This will constitute evaluating of how the spray foam may affect the total envelope of the existing home after installed. When looking at having spray foam installed into your existing home, I would suggest you have an energy audit done after the spray foam is installed. This would be to ensure your existing HVAC system would now be sized properly or any necessary ventilation has been added. This can be analyzed by a blower door test, possibly an infrared camera; and only by a qualified individual. In some cases the remedy of any possible issues that may be caused after installation of spray foam may be installing a dehumidifier. Secondly may be replacing the existing HVAC system by resizing the system to a lower tonnage unit or units. Or ventilation may be recommended to resolve the any loss in infiltration from the more efficient spray foam is installation. Without evaluating may lead to the chance of causing excessive humidity and possibly a mold issue. Don't get me wrong spray foam is a good product when installed properly and proper analysis of the home after installation is completed. Also note it is generally accepted that "the right way" to size a heating and air conditioning system (HVAC) is to calculate the demand loads by utilizing a Manual J calculations by a qualified HVAC professional.

### Will sealing my house lead to indoor air quality problems?

Your home does need to be ventilated. Most home design professionals will advise you to seal the house structure as tight as possible and provide the necessary ventilation through the heating and air conditioning system. Many systems employ an "air exchanger" which is designed to pre-condition (either warm or cool) the incoming outside air with the outgoing exhaust air. In this manner, you can build an extremely energy efficient exterior shell using spray polyurethane foam while still providing controlled and energy efficient ventilation.

### Which is better, closed or open cell spray foam?

Both systems offer significant advantages over fiberglass batts: ability to air seal; ability to fill cracks and conform to odd shaped cavities; and ability to hold their shape over time and under adverse conditions. But only closed-cell foam has the thermal insulation value (R-value) to bring your home up to Energy Star standards with only one-half the thickness required for fiber insulations. In addition, closed-cell foam products increases the strength of you wall system (it's approximately doubled) and increase the water resistance of your home's exterior.

### What smells does spray polyurethane insulation produce in my home?

A slight odor will be present during installation of spray polyurethane insulation. This will rapidly dissipate after the spraying operation stops. After that, the installed spray polyurethane insulation will be odorless.

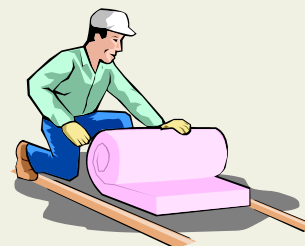
### Does spray polyurethane foam contain formaldehyde? No.

### Will it Minimize air infiltration that can generate condensation and result in mold growth?

Moisture and humidity inside the home can lead to mold growth. Gaps and cracks in the building structure and condensation on windows can keep the humidity high and support mold and mildew growth. Left unchecked, mold and mildew can cause wood to rot. Air sealing the gaps between the attic and living space can help manage moisture and humidity issues.

Spray foam is a good product when installed correctly and special consideration is taken for altering the envelope of the existing home, be wise.

Contact Bob Klein, Building Official at 341-4664





## International Energy Conservation Code Residential 2006 Edition



Any change out of windows or doors in an existing structure, addition or new construction will require information on the design pressure rating, impact resistance of the glazing, the U-factor and the solar heat gain coefficient. Although many windows state that they are Low-E rated, that is not enough information to ensure they are code compliant. Also while we are mentioning the impact resistance of the glass let me throw in the following information: The 2006 IRC actually states that "in buildings two stories or less" the plywood option is available as an exception to the requirement for impact resistant glazing. Any structure that is taller than two stories is required for **ALL** windows to be impact rated. This will include those on the first two levels.

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Many contractors and owners are choosing to use the spray in foam insulation instead of the batt type. In order to get the approved permits quicker the following information is required when using the spray foam: What depth is required in inches to meet the prescribed R-values from the IECC? What is the flame spread rating and the smoke generation of the product to be used? Most of this can be found on the manufacturers Material Safety Data Sheet (MSDS).

For any additional square footage added to a house that exceeds 100 square feet or for any new construction a Manual J calculation must be turned in prior to the permit being issued. This is to ensure the proper size HVAC system is present or will be installed.

### S t a t e   B a n s   L a n d f i l l / C o n v e n i e n c e   C e n t e r D i s p o s a l   o f   E l e c t r o n i c s

Section 48-60-90 of the South Carolina Code of Laws, as amended, *Environmental Protection and Conservation*, bans computers, computer monitors, printers and televisions from disposal in landfills, which means residents may no longer bring these items to Beaufort County solid Waste & Recycling Convenience Centers.



The ban, which went into effect **July 1**, is intended to reduce the amount of harmful materials in the environment. Electronics contain such toxic matter as cadmium, lead and mercury. County officials hope citizens will hold on to their old electronics until they can attend one of four public collection events. These collection events will take place at public works facilities at:

140 Shanklin Road, Beaufort and at 102 Benton Field Road, Bluffton on these dates:

**August 6, 2011, November 5, 2011, February 4, 2012, May 5, 2012**

**Contact: Suzanne Larson at 255-2035**

Appliances, lead-acid batteries, motor oil and whole tires are also banned from disposal.

Electronics recycling can help achieve both environmental and economic development goals.

A comprehensive list of recycling options can be found at: [www.scdhec.gov/e-cycle](http://www.scdhec.gov/e-cycle)

Residents should call retailers and find out more about their recycling programs before returning items.



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