



Town of Hilton Head Island
LMO Committee Special Meeting
Tuesday, April 13, 2021 – 9:30 a.m.
AGENDA

In accordance with the Town of Hilton Head Island Municipal Code Section 2-5-15, this meeting is being conducted virtually and can be viewed live on the Town's Public Meeting Facebook Page at <https://www.facebook.com/townofhiltonheadislandmeetings/>. Following the meeting, the video record will be made available on the Town's website at <https://www.hiltonheadislandsc.gov/>.

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 Agenda

5. Approval of Minutes

a. Special Meeting of December 14, 2020

6. Citizen Comments

7. New Business

a. Discussion related to the Design Review Board concerns regarding building height limits and setback and buffer standards

8. Committee Business

9. Adjournment

Public comments concerning agenda items can be submitted electronically via the Open Town Hall HHI portal at <https://hiltonheadislandsc.gov/opentownhall/>. The portal will close at 4:30 p.m. on Monday, April 12, 2021. All comments submitted through the portal will be provided to the Committee for review and made part of the official record. Citizens who wish to comment on agenda items during the meeting by phone must contact the Committee Secretary at 843-341-4691 no later than 12:00 p.m. on Monday, April 12, 2021.

Please note that a quorum of Planning Commission may result if five (5) or more of their members attend this meeting.

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



Town of Hilton Head Island
Planning Commission LMO Committee
Special Meeting

December 14, 2020 at 9:00 a.m. Virtual Meeting

MEETING MINUTES

Present from the Committee: Chair Leslie McGowan, Vice Chairman Todd Theodore, Michael Scanlon, John Campbell

Absent from the Committee: None

Present from the Planning Commission: Mark O'Neil, Stephen Alfred

Present from Town Council: Tamara Becker

Present from Town Staff: Shari Mendrick, Floodplain Administrator; Chris Yates, Building Official; Teri Lewis, Deputy Community Development Director; Shawn Colin, Community Development Director; Teresa Haley, Senior Administrative Assistant

1. Call to Order

Chair McGowan called the meeting to order at 9:00 a.m.

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 Town of Hilton Head Island requirements.

3. Roll Call – See as noted above.

4. Approval of Agenda

Chair McGowan asked for a motion to approve the agenda. Mr. Scanlon moved to approve. Vice Chairman Theodore seconded. By way of roll call, the motion passed with a vote of 4-0-0.

5. Approval of Minutes

a. Regular Meeting of September 16, 2020

b. Special Meeting of September 23, 2020

Chair McGowan asked for a motion to approve the Minutes of the September 16, 2020 regular meeting and September 23, 2020 special meeting. Vice Chairman Theodore moved to approve. Mr. Scanlon seconded. By way of roll call, the motion passed with a vote of 4-0-0.

6. Citizen Comments

Public comments concerning agenda items were to be submitted electronically via the Open Town Hall HHI portal. There were no comments submitted to the portal. Citizens were provided the option to sign up for public comment participation during the meeting by phone. There were no requests to participate by phone.

7. New Business

- a. Review changes to the LMO related to the adoption of the new Flood maps

Chair McGowan asked Staff to present the item. Ms. Mendrick presented the proposed changes as described in the Committee's agenda package. Staff recommends that the LMO Committee forward the proposed amendments to Planning Commission with a recommendation of approval.

The Committee made comments and inquiries regarding: how the County is handling the changes; does FEMA calculate storm surge with dunes in place; what zones do not fall into the criteria; are current standards being increased in areas that impact buildings; to what extent would new homes have nonconformities; this proposal would keep maximum building heights as they are currently; whether this helps guardhouses or restrooms under 300 sq. ft.; provide a color map illustrating the new 14' zone versus the existing; measurement of commercial versus residential; whether BFE + 1' would apply to wood structures would be based on the zone; information from the County task force related to sea level rise; this proposal will not negatively impact citizens' flood insurance rates; whether limitations can be placed on private property owners' impacting the dunes.

Mr. Scanlon moved that the LMO Committee forward the proposed amendments to Planning Commission with a recommendation of approval. The Committee also recommended a color map showing new 14' zone versus the existing be provided at the Planning Commission meeting. Vice Chairman Theodore seconded. By way of roll call, the motion passed with a vote of 4-0-0.

8. Committee Business

- a. Review and Adoption of 2021 Meeting Schedule

Mr. Scanlon moved to approve the 2021 Meeting Schedule as submitted. Vice Chairman Theodore seconded. By way of roll call, the motion passed with a vote of 4-0-0.

9. Adjournment

The meeting was adjourned at 9:40 a.m.

Submitted by: Teresa Haley, Secretary

Approved: [DATE]

TOWN OF HILTON HEAD ISLAND

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www.hiltonheadislandsc.gov

John J. McCann
Mayor

William D. Harkins
Mayor ProTem

Council Members

Thomas W. Lennox
David Ames
Tamara Becker
Glenn Stanford
Alexander Brown, Jr.

Marc Orlando
Town Manager

March 9, 2021

Hilton Head Island Town Council
Hilton Head Island Planning Commission
Town of Hilton Head Island
One Town Center Court
Hilton Head Island, SC 29928

Re: Building Height Limits, Setback Standards and Buffer Requirements

Dear Town Council and Planning Commission Members:

Over the course of the past few years, a small number of projects brought before the Hilton Head Island Design Review Board (DRB) have raised the Board Members' concern specifically related to building massing and scale and their non-conformity to Island Character as defined in the Design Guide. It is the general feeling of the Board Members that the Design Guide serves its purpose well for review of details, materials, colors and landscaping. However, Board Members' hands are tied by the Land Management Ordinance (LMO) when reviewing, commenting and voting on the issues of mass and scale.

Three recent projects can be used as specific case studies for this discussion:

- Mitchelville Beachfront / DRB-001801-2020 (Conceptual 09/28/20)
 - The height of the project made it over scaled within the neighborhood and an interior courtyard pushed the multi-story mass up to both side buffers creating a massive wall along both the front and side property lines.
- 55 Gardner (former Christian Academy site) / DRB-002262-2019 (Final)
 - The height of the project made it over scaled within the neighborhood. In this particular case the applicant did work with the Town and the DRB on the building setbacks and number of stories to help reduce the effect of the overall height and mass.
- 15 Wimbledon Court / DRB-002029-2018 (Final 09/28/18)
 - The height, the number of buildings and the proximity of the buildings to each within the property made it over scaled within the neighborhood.

The above projects were all multi-storied multi-building developments deemed by the Board to be non-conforming with Island Character due to being obtrusive in form and/or out of scale to the surrounding neighborhood. Despite these determinations, that the projects were not of Island Character and did not conform to the intent of the Design Guide, the Board was given no alternative but to approve the projects because the total area, heights and setbacks were conforming within the LMO and therefore not cause for denial. It should be noted that in all three cases, the applicants to varying degrees did respond to DRB requests and requirements with regards to details, materials, colors, increased buffers or interior buffers and to some DRB suggestions to help break down the building massing. However, in all cases the DRB had no true authority to limit the overall height and scale of the structures.

With that in mind, the DRB respectfully recommends that the Planning Commission consider the recommendations and ask that the Town Manager direct Staff to review the following to determine whether any adjustment to these standards is warranted:

- Review the allowable building heights, setbacks and buffers within the LMO to determine if they are effective at maintaining Island Character and preventing gross overbuild;
- Consider the DRB's ability and jurisdiction to impose limits or requirements on situations as described herein when a structure is not in keeping with Island Character; and
- Consider adding to the LMO and Design Guide a mandatory interior landscaped buffer of a minimum depth of 3' with incremental increases up to a total depth of 9', based upon the number of stories, to occur between the face of vertical construction and any hardscaped areas like parking lots, sidewalks etc. The lone exception to the interior buffer would be at areas required for entering, exiting, or servicing a building.

Best Regards,

Hilton Head Island Design Review Board
By: Michael C. Gentemann AIA, Chairman

Cc: Mr. Marc Orlando, ICMA~CM, Town Manager