



Town of Hilton Head Island
Planning Commission Meeting
Wednesday, February 17, 2021 – 3:00 p.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. Meeting of February 3, 2021
6. **Appearance by Citizens**
7. **Unfinished Business**
8. **New Business**
 - a. **Public Hearing**
LMO Amendments – The Town of Hilton Head Island is proposing to amend Chapters 5 and 10 of the Land Management Ordinance (LMO) to revise the following sections:

Sections 16-5-112: modify the flood zone standards for consistency with the March 23, 2021 Flood Insurance Rate Maps and Section 16-10-102.C.1: modify the rule of measurement for the calculation of building height from the base flood elevation to a static building height measured from mean sea level. *Presented by Shari Mendrick*
9. **Commission Business**
10. **Chairman's Report**
11. **Committee Reports**
12. **Staff Report**
13. **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 2 hours before the meeting. All comments submitted through the portal will be provided to the Commission 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 Commission Secretary at 843-341-4691 no later than 2 hours before the 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 Meeting
February 3, 2021 at 9:00 a.m. Virtual Meeting
MEETING MINUTES

Present from the Commission: Chairman Peter Kristian, Vice Chairman Lavon Stevens, Leslie McGowan, Michael Scanlon, Mark O'Neil, Alan Perry, Todd Theodore, Stephen Alfred

Absent from the Commission: John Campbell (excused)

Present from Town Council: David Ames

Present from Town Staff: Shawn Colin, Interim Deputy Town Manager; Jennifer Ray, Interim Community Development Director; Teri Lewis, Deputy Community Development Director; Diane Busch, Staff Attorney/Prosecutor; Anne Cyran, Senior Planner; Jayme Lopko, Senior Planner; Darrin Shoemaker, Traffic/Transportation Engineer; Teresa Haley, Senior Administrative Assistant; Vicki Pfannenschmidt, Temporary Administrative Assistant

1. Call to Order

Chairman Kristian 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

Chairman Kristian asked for a motion to approve the agenda. Commissioner Alfred moved to approve. Commissioner Perry seconded. By way of roll call, the motion passed with a vote of 8-0-0.

5. Approval of Minutes

a. Meeting of January 20, 2021

Chairman Kristian asked for a motion to approve the minutes of the January 20, 2021 meeting. Commissioner Vice Chairman Stevens moved to approve. Commissioner McGowan seconded. By way of roll call, the motion passed with a vote of 8-0-0.

6. Appearance by Citizens

Public comments concerning agenda items were to be submitted electronically via the Open Town Hall portal. All comments received via the portal were provided to the Commission for review and made a part of the official record. Citizens were also provided the option to sign up for public comment participation by phone during the meeting. There were no requests to participate by phone.

7. Unfinished Business

a. Review of Town Council's changes related to Workforce Housing LMO Amendments – Presented by Jayme Lopko

Ms. Lopko informed the Commission that at the Town Council meeting on January 19, 2021, Town Council voted to approve first reading of the Workforce Housing LMO amendments related to bonus density including language to clarify the definition of Group Living and to exclude Group Living in the RM-4 District from participation in the WFH Program. She added that per State Code Section 6-29-760, if Town Council recommends a change to a proposed text amendment after the public hearing, then that text amendment must be reviewed again by the Planning Commission before the change can be adopted by Town Council. She further explained that under the definition of group living, specifics were added to cover dormitory style living, where there are shared communal facilities and multiple beds within a sleeping room. She noted they also added a condition under the Workforce Housing use that group living uses in the RM-4 District are not eligible to participate because Town Council want to encourage the bonus density to be used for full units rather than dormitory style living.

Ms. Lopko noted a recommendation was needed from the Planning Commission in order to move the item forward for second reading and adoption.

The Commission made comments and inquiries regarding the definition of group living.

Commissioner Scanlon moved to recommend to Town Council the Workforce Housing LMO Amendments, with the changes made by Town Council, move forward for second reading and adoption. Commissioner Perry seconded. By way of roll call, the motion passed by a vote of 8-0-0.

8. New Business

a. Annual Traffic Report – Presented by Darrin Shoemaker

Mr. Shoemaker explained the requirements and process for the Annual Traffic Report. He noted that due to the pandemic, it had been considered to skip this year for the report but after seeing the increase in traffic after Memorial Day, it was decided to complete the study.

Below is a summary of his discussion:

- Traffic demand measured in June was lower this year than in any year since 2013 due primarily to pandemic impacts. Demand was down 4.8 percent from June 2019 and 7.1 percent from June 2015.
- Only intersection operating out-of-compliance with the Town's operational goals in the LMO was that of Wm. Hilton Pkwy. with Squire Pope Rd./Chamberlin Dr.
- Sea Pines Circle operating in compliance with Town's LMO goal in June 2020.

- Pedestrian and bicycle demands at signalized intersections was way up in June 2020 and was more than quadruple that recorded in June 2015 in aggregate.
- Discussion of non-compliant intersection relative to the alternatives being considered within the SCDOT US 278 gateway project and a new staff-proposed alternative.

He also reviewed two alternatives under consideration by the SCDOT for the intersection at William Hilton Parkway with Squire Pope Road/Chamberlain Drive. In addition, he provided a third alternative prepared by staff. The SCDOT Preferred Alternative A would provide for two dedicated turning lanes onto Squire Pope Road; Preferred Alternative B would provide for ingress and egress lanes onto Squire Pope Road and the Staff-Proposed Alternative C would remove the traffic signal and create a new connector road alignment for Squire Pope Road.

The Commission made comments and inquiries regarding: U-turn demands; increase in pedestrian crossing activity; impact on traffic with the Cross Island Toll removal; impact on traffic on Nassau Street due to the opening of Lowcountry Celebration Park; concern for residents' access and safety on Squire Pope Road; enforcement of traffic on William Hilton Parkway; time delays at Sea Pines Circle; crash statistics and reporting; informing Town Council of their comments and concerns.

After lengthy discussion, Commissioner Scanlon moved to recommend forwarding comments to Town Council regarding: the Commission's preference to the SCDOT Alternative A solution to the traffic issues at William Hilton Parkway with Squire Pope Road/Chamberlain Drive; a request to include safety statistics in the Annual Traffic Report required by the LMO; and suggested conducting a traffic count in July after removal of the toll at the Cross Island Bridge. Vice Chairman Stevens seconded. By way of roll call, the motion passed by a vote of 8-0-0.

9. Commission Business

None

10. Chairman's Report

Chairman Kristian noted several Commission members are up for reappointment or have fulfilled their term limits. He encouraged those that can serve another term to seek reappointment to the Planning Commission.

11. Committee Reports

The Gullah Geechee Land & Cultural Preservation Task Force met on February 1, 2021 regarding the Historic Overlay District and their recommendations have moved to the Public Planning Committee for consideration.

The LMO Committee is scheduled to meet on February 17, 2021.

12. Staff Report

a. Quarterly Report – Presented by Anne Cyran

Ms. Cyran noted the Quarterly Report is included in the packet provided to the Commission. She noted the meeting to be held on February 17, 2021 will include the

LMO Amendments related to the new Flood Insurance Rate Maps. She reminded Commission members of a training session to be held on February 19, 2021 at 1:00 p.m., Resilience in Vulnerable Communities, presented by Dr. Sheryse DuBose. Ms. Cyran encouraged attendance noting it will count towards the three credit hours required annually.

13. Adjournment

The meeting was adjourned at 10:53 a.m.

Submitted by: Vicki Pfannenschmidt, Secretary

Approved: [DATE]

DRAFT



TOWN OF HILTON HEAD ISLAND

Community Development Department

TO: Planning Commission
VIA: Jennifer Ray, *ASLA, Interim Community Development Director*
VIA: Teri Lewis, *AICP, Deputy Director of Community Development*
FROM: Shari Mendrick, *P.G., CFM, Floodplain Administrator*
CC: Shawn Colin, *AICP, Interim Deputy Town Manager*
DATE: January 28, 2021
SUBJECT: Calculation of Height and Flood Zone Standards LMO Amendments

Recommendation: Staff recommends that the Planning Commission forward the attached amendments to Town Council with a recommendation of approval.

The LMO Committee met on December 14, 2020 and recommended approval of the proposed amendments except as detailed below.

Summary: The proposed amendments were reviewed by the LMO Committee at their meeting on December 14, 2020. At that meeting, the Committee voted to forward the draft amendments to Planning Commission with a recommendation of approval.

Since that time, Town staff received a request from the Hilton Head Area Home Builders Association asking that the Town consider modifying the residential building height measurement from 14' above mean sea level to 13' above mean sea level. Currently, building height measurement is from 14' above mean sea level using the old NGVD29 datum; this is equivalent to 13' above mean sea level using the new NAVD88 datum. Town staff concurs with the recommended change and has incorporated it into the proposed amendments.

The current Land Management Ordinance (LMO) Section 16-10-102.C states that building height shall be measured from the base flood elevation. If the site does not lie within a flood zone with a designated base flood elevation, the maximum structure height shall be calculated from pre-development grade.

To maintain consistency between the proposed changes to the lowest floor elevation requirements of the Flood Damage Controls Ordinance and the maximum building height measurement in the LMO, staff is proposing the following changes to the Town's building height requirements:

1. Residential building height shall be measured from 13' above mean sea level. This change will have minimal to no negative impact as noted below:
 - Minimal change to footprint of regulated vs. unregulated residential construction.
 - No increase to maximum building heights. Minor decreases in a few areas.
 - No drastic height deviations between new and existing construction.

- Allows for parking under structures to meet minimum parking requirements without further reducing required buffers.
2. Nonresidential building height shall be measured from 11' above mean sea level. This change will have positive impacts as noted below:
- Offers flexibility for redevelopment of underperforming and vacant commercial property without being overly restrictive.
 - Discourages the use of excessive fill to meet elevation requirements.

In conjunction with the adoption of the updated Flood Insurance Rate Maps (FIRMs), the flood zone designations in Section 16-5-112 of the LMO must be updated for consistency with the new flood zones on the updated FIRMs.

Background: The Town of Hilton Head Island is a participant in the National Flood Insurance Program. As a participant, FEMA conducts flood hazard analyses and mapping studies to generate Flood Insurance Rate Maps (FIRMs) that display areas that fall within the 100-year flood boundary. The term 100-year flood indicates that the area has a one-percent chance of flooding in any given year, not that a flood will occur every 100 years. The maps are only intended to convey potential flood risk and do not predict storm surge, flooding due to sea level rise or flooding caused by local storm drainage issues.

FEMA released preliminary FIRMs for Beaufort County in November 2017 and these maps will become effective for flood insurance rating on March 23, 2021. FEMA uses the best available technical data to create flood hazard maps; however the modeling for these maps was completed prior to local impacts of Hurricanes Matthew, Irma and Dorian. The storm surge and associated beach erosion from these storms resulted in removal of the Town's primary frontal dune system, which drastically changes the modeling dynamics for a barrier island.

The updated data shows a 5-6 foot decrease in current base flood elevations across the Town. The updated data includes a 1-foot decrease directly related to the transition from NGVD29 to NAVD88, which is the vertical sea level reference used by surveyors.

The drastic reduction in base flood elevations is of great concern as several areas with repeated flood losses, such as beachfront homes and homes in low-lying areas, are being removed from the high-risk flood zone. Implications of these flood maps changes without consideration of the current lowest floor elevation requirements in the Town's Municipal Code Section 15-9, Flood Damage Controls will result in a higher potential for flood losses in our community. The changes to the LMO, in conjunction with the changes to the Municipal Code, promote resilient design and construction and provide a higher level of protection from flood damages throughout the Town.

Newly added language is illustrated with double underline and deleted language is illustrated with ~~strikethrough~~.

Attachment:

- A. Flood Zone Standards and Rules of Measurement, Calculation of Height LMO Amendments

ATTACHMENT A

Chapter 16-5: Development and Design Standards

Sec.16-5-112. - Flood Zone Standards

A. Applicability

2. The location of the *flood* zones on Hilton Head Island is ~~are identified by the shown on the FEMA Flood Hazard Zones Map of the *Comprehensive Plan*, which is adopted as part of this *Ordinance*, or any more recent *Town*-adopted *flood* zones map.~~ Flood Insurance Rate Maps (FIRMs).
3. The Island is covered by the following ~~four~~ *flood* zones that range from most vulnerable to flooding and *flood* damage to least vulnerable:
 - a. VE-Zone, or *coastal high hazard area*, subject to 100-year coastal flooding and storm surge;
 - b. Coastal A Zone, or the area landward of a V-zone and seaward of the Limit of Moderate Wave Action as shown on the FIRMs.
 - ~~bc.~~ AE-Zone, or 100-year *flood* plain area;
 - d. AO Zone, or areas of shallow flooding;
 - ~~ee.~~ B-X(shaded) Zone, or 100 to 500-year *flood* plain area; and
 - ~~df.~~ C-X Zone, or areas of minimal flooding.

B. Flood Zone Standards

On all plats within "VE" or "AE" zones for which *lots*, *sites*, or *structures* are to be sold, the following statement shall be clearly affixed to the plat and shall be recorded:

Some or all areas on this plat are *flood* hazard areas and have been identified as having at least a one percent chance of being flooded in any given year by rising tidal waters associated with possible hurricanes. Local regulations require that certain *flood* hazard protective measures be incorporated in the design and *construction* of *structures* in these designated areas. Reference shall be made to the *development* covenants and restrictions of this *development* and requirements of the Town Building Official. In addition, federal law requires mandatory purchase of *flood* insurance as a prerequisite to federally insured mortgage financing in these designated *flood* hazard areas.

Chapter 16-10: - Definitions, Interpretation, and Measurement

Sec.16-10-102. - Rules of Measurement

C. Height

1. Calculation of Height

- a. Maximum *structure height* for *development* in each zoning district shall be calculated as follows: ~~from the *base flood elevation*. If the *site* does not lie within a *flood* zone with a designated *base flood elevation*, the maximum *structure height* shall be calculated from *pre-development grade*.~~
 - i. Residential maximum building height shall be measured from thirteen feet (13') above mean sea level using the NAVD 88 vertical datum; and
 - ii. Nonresidential maximum building height shall be measured from eleven feet (11') above mean sea level using the NAVD 88 vertical datum.
- b. The measurement of the *height* of a *structure* shall be the distance from the *height* as determined by 16-10-102.C.a ~~*preconstruction grade* or *base flood elevation*~~ immediately *adjacent* to the *structure* to a point level with the highest point of the *structure*.