



Town of Hilton Head Island  
**FINANCE & ADMINISTRATIVE COMMITTEE  
MEETING**  
Tuesday, July 19, 2022, 10:00 AM  
**AGENDA**

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The Finance & Administrative 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 Public Meetings Facebook 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 the Minutes**
  - a. Regular Meeting - May 17, 2022
5. **Appearance by Citizens** Citizens who wish to address the Committee concerning the items on the agenda, may do so by contacting the Town Clerk at 843.341.4701, no later than 4:30 p.m., Monday, July 18, 2022. Citizens may also submit written comments concerning any of the items on the agenda through the eComment portal at [Finance & Administrative Committee Meeting](#)
6. **New Business**
  - a. Discussion of the Beaufort County School District Impact Fees
  - b. Discussion of the Beaufort County Impact Fees
  - c. Consideration of a Resolution Approving the Five-Year Consolidated (2020-2024) Substantial Amendment as Required by the U.S. Department of Housing and Urban Development (HUD) for Participation in the Community Development Block Grant (CDBG) Entitlement Program
  - d. Town of Hilton Head Island Financial Update
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  
Finance & Administrative Committee  
Tuesday, May 17, 2022, 10:00 a.m.  
**MEETING MINUTES**

**Present from the Committee:** Tom Lennox, *Chairman*; Bill Harkins; Glenn Stanford; Alexander Brown, Jr.

**Present from Town Staff:** Marc Orlando, *Town Manager*; Josh Gruber, *Deputy Town Manager*; Shawn Colin, *Assistant Town Manager-Community Development*; Angie Stone, *Assistant Town Manager*; John Troyer, *Director of Finance*; Cindaia Ervin, *Finance Assistant*; Krista Wiedmeyer, *Town Clerk*;

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**1. Call to Order**

The Chairman called the meeting to order at 10:00 a.m.

**2. FOIA Compliance**

Ms. Wiedmeyer confirmed compliance with the South Carolina Freedom of Information Act.

**3. Roll Call** as noted above.

**4. Approval of Minutes**

**a. Regular Meeting – April 19, 2022**

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

**5. New Business**

**a. Report from the Community Foundation of the Lowcountry Concerning the American Rescue Plan Act 2021 Grants – Scott Wierman, President & CEO**

Mr. Wierman addressed the Committee, delivering an update on the most recent grant awards. He started by reviewing the make-up of the committee charged to review the applications received, noting that it is made up of seven members of the community, thanking each member. Mr. Wierman reported that in the first round of awards, the Foundation was able to distribute \$499, 825 to 18 different organizations. He said that one of the things the Foundation feels like could add some value to the process is bringing each of the organizations together. Mr. Wierman reviewed what the various organizations have been able to do with the funds they received. Upon the conclusion of his update, he answered questions posed to him from the Committee.

**b. Town of Hilton Head Island Financial Update**

John Troyer, Director of Finance, delivered the Financial Update through the month of April. He talked about how the past actions of Town Council helped to rebuild the Town's reserves and diversify revenue streams. Mr. Troyer noted that April was another good collection month, noting that eight of the ten months have been better than last year. Upon the conclusion of his report, he answered questions posed to him from the Committee.

**6. Adjournment**

The meeting adjourned at 11:03 a.m.

**Submitted by:** Krista M. Wiedmeyer  
Town Clerk

**Approved:** [Date]

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

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### *Staff Memo*

**TO:** Hilton Head Island Town Council – Finance and Administrative Committee  
**FROM:** Josh Gruber, *Deputy Town Manager*  
**CC:** Marc Orlando, *Town Manager*  
**DATE:** July 7, 2022  
**SUBJECT:** Beaufort County – Town of Hilton Head Island Impact Fees

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#### **Summary:**

The Finance and Administrative Committee should recommend to the Town Council that it authorize the Town Manager to enter into an Intergovernmental Agreement (IGA) with Beaufort County for the continued collection of Library and Transportation Impact Fees. This authorization would be provided with the understanding that the County will levy and assess the applicable impact fees and that the Town would agree that it would not issue any applicable development permits that may be required unless it has first been provided with a receipt demonstrating appropriate payment to Beaufort County of these fees.

Additionally, staff would recommend that in lieu of continuing discussions with Beaufort County pertaining to the collection of parks and recreation impact fees, that the Committee recommend to Town Council that it focus its efforts on the transfer of certain parcels from Beaufort County to the Town that, if successfully accomplished, would eliminate the need for an IGA with Beaufort County for the collection of parks and recreation impact fees.

#### **Issue:**

Beaufort County adopted Ordinance Number 2006-24 which provided for the imposition and collection of development impact fees in the areas of libraries, parks and recreation, and transportation. Because the service area for these impact fees included the incorporated areas of Hilton Head Island, it was necessary for the Town and the County to enter an IGA for the Town to collect these fees on the County's behalf and to describe how these collected funds would be distributed and/or utilized. This Agreement was memorialized by the County and the Town via its mutual adoption of Ordinance 2007-19 a copy of which is attached as Exhibit "A".

The South Carolina Development Impact Fee Act requires that periodic updates be made to the calculation of a local government's development impact fees to remain compliant with the intent of the Act. Beaufort County undertook an update of its impact fees in 2019 and produced a report from Tischler Bise, a copy of which is attached as Exhibit "B", that reviewed the need for

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additional capacity improvements relative to growth expectations and recalculated the various impacts for each of the County's different service areas.

For the County's impact fees to be collected within the municipal limits of the Town, it is necessary that the County and the Town enter an IGA that will outline the roles and responsibilities of each entity as it pertains to the collection of these fees. An analysis of recommendations in this regard pertaining to each of the development impact fees that are currently being collected are outlined below.

### **Analysis:**

#### **Library Impact Fees**

The Town collects library impacts fees on behalf of Beaufort County via its existing IGA. If the staff recommendations are ultimately adopted by the Town Council, then the Town would no longer collect this impact fee on the County's behalf. Rather, it would agree that it would not issue any applicable development permits unless it has been provided with proof of payment to the County of this impact fee. Currently, the amounts collected for library impact fees are \$553 per new single family residential housing unit and \$553 per new multifamily housing unit. Under the new calculations contained within the Tischler Bise study, the County would collect a range of \$151 per new single family and multifamily residential housing unit of 1,000 square feet or less to \$417 per new single family and multifamily residential housing unit of 4,001 square feet or more. This would result in a reduced impact fee of anywhere from \$402 to \$136 respectively.

#### **Parks and Recreation Impact Fees**

Currently, the Town collects parks and recreation fees on behalf of Beaufort County in the amount of \$671 per each new single family and new multifamily unit. However, under the terms of its existing IGA, the County has authorized the Town to retain the funds that it collects in this area and to expend them directly for the capital improvement of parks located exclusively on Hilton Head Island. During our most recent rounds of discussions with the County, they expressed concern that this relationship may not be allowed under a strict interpretation of the language contained within the South Carolina Development Impact Fee Act. Because of this, the County indicated that an update of this Agreement would require that all parks and recreation impact fees that are collected within the "South of the Broad" service area, would need to be remitted to the County for expenditure on all parks and recreation capital improvement projects that are identified within that service area.

Staff identified potential concerns regarding the application of language in this manner in that it may be detrimental to ensuring funding for the improvement of parks that are located exclusively on Hilton Head Island. To potentially address this concern, Town staff has been discussing the possibility of obtaining ownership of all park properties located on Hilton Head Island that are currently owned by the County. These discussions have been met with favorable responses. Therefore, it is staff's recommendation that the Town focus its efforts on achieving the transfer of these properties to the Town's ownership. If the properties should be successfully transferred to the Town, then the Town would have the option of considering its own parks and recreation impact

fee, exclusive of any involvement with Beaufort County, that could be dedicated to the support of only those park properties that are located on Hilton Head Island.

### Transportation Impact Fees

Currently, the Town collects its own municipal transportation impact fee as well as collecting a transportation impact fee on behalf of Beaufort County. The fees that it collects on behalf of Beaufort County are outlined in a sliding scale that varies based upon the type of development that is occurring and in terms of residential development, the size of a particular building that is being constructed. These amounts range from \$356 per 1,000 square feet of industrial space to \$4,314 per 1,000 square feet of retail space and from \$1,471 for single family and multifamily units of 1,500 square feet or less to \$2,095 for single family and multifamily units of 1,501 square feet or more.

Because the Town collected its own transportation impact fee to be used exclusively for projects located on Hilton Head Island, the existing IGA with the County allowed the Town to collect a reduced amount of the County's calculated impact fee based upon the understanding that Hilton Head Island only generated 38% of the region's road network trips. The County has indicated that it has the same concerns regarding this arrangement as it does with the parks and recreation impact fees due to their interpretation of the South Carolina Development Impact Fee Act. Because of this, the County is not agreeable to continuing this discount within an updated IGA.

Additionally, the Town, as well as most other municipalities within Beaufort County, expressed concerns regarding the scope and number of projects that were contained within the capital improvement projects list that the County utilized when preparing the updated transportation impact fee study. These concerns caused the County to incorporate transportation capital improvement projects lists currently adopted by municipalities within their study and to recalculate the proposed impact fee as a result. A copy of the projects specific to the "South of Broad" service area is attached as Exhibit "C".

This recalculation resulted in a proposed adjustment to transportation impact fees from the amounts currently collected above, to a new range of \$794 per 1,000 square feet of industrial space to \$3,962 per 1,000 square feet of retail space and from \$1,223 for single family and multifamily units of 1,000 square feet or less to \$3,398 for single family and multifamily units of 4,001 square feet or more. When added to all other proposed impact fees to be collected both within the Town of Hilton Head Island and within the entire "South of Broad" service area, the total amount of development impact fees to be collected become quite significant.

○ Preliminary Maximum Supportable Fees

South of the Broad

Development Type	Parks & Recreation	Library	EMS	Transportation	Fire [1]	Maximum Supportable Fee	Current Dev. Impact Fee Total	Increase/ (Decrease)
<b>Residential Fee by Housing Size (square feet)</b>								
1,000 or less	\$282	\$151	\$95	\$1,223	\$477	\$2,228	\$3,176	(\$948)
1,001 to 1,250	\$353	\$189	\$118	\$1,529	\$600	\$2,789	\$3,176	(\$387)
1,251 to 1,500	\$423	\$227	\$138	\$1,801	\$715	\$3,304	\$3,176	\$128
1,501 to 1,750	\$470	\$252	\$155	\$2,039	\$791	\$3,707	\$3,799	(\$92)
1,751 to 2,000	\$517	\$278	\$169	\$2,242	\$877	\$4,083	\$3,799	\$284
2,001 to 2,500	\$588	\$316	\$193	\$2,548	\$991	\$4,636	\$3,799	\$837
2,501 to 3,000	\$658	\$353	\$213	\$2,820	\$1,115	\$5,159	\$3,799	\$1,360
3,001 to 3,500	\$705	\$379	\$230	\$3,024	\$1,191	\$5,529	\$3,799	\$1,730
3,501 to 4,000	\$752	\$404	\$245	\$3,228	\$1,267	\$5,896	\$3,799	\$2,097
4,001 or more	\$776	\$417	\$258	\$3,398	\$1,315	\$6,164	\$3,799	\$2,365
<b>Nonresidential (per 1,000 square feet)</b>								
Retail	\$0	\$0	\$373	\$3,962	\$1,191	\$5,526	\$4,795	\$731
Office/Services	\$0	\$0	\$127	\$1,969	\$743	\$2,839	\$2,834	\$6
Industrial	\$0	\$0	\$51	\$794	\$372	\$1,217	\$837	\$380
Institutional	\$0	\$0	\$139	\$1,834	\$810	\$2,783	\$4,012	(\$1,228)

Note: the current fee listed is the average of the fees for the current service areas south of the Broad River. Some existing fees are based on housing type, so for comparison, a multifamily unit is assumed to be 1,500 square feet and less.

[1] The nonresidential Fire Development Impact Fee is based on fire hazard level. The complexity of fire safety is determined case by case, so for illustrative purposes the nonresidential fee listed is based on EDUs per 1,000 square feet.

The Town of Hilton Head Island would not be included within the service area for either the EMS or Fire impact fees that are identified above.

Because the County is no longer willing to provide a discount on the transportation impact fees that are collected for system improvements located off of Hilton Head Island, and because of the potentially significant amount that would need to be collected for all transportation capital improvement projects located in the “South of Broad” service area, staff suggests that the Town not extend its current IGA with Beaufort County as it pertains to transportation impact fees. Rather, the Town should consider entering a new IGA wherein it would agree that it would not issue any applicable development permits until it has been provided with satisfactory proof that Beaufort County’s impact fees have been collected directly by the County.

Currently, this same arrangement is being discussed for adoption by the Town of Bluffton in response to some of the same concerns that have been expressed by the Town of Hilton Head Island.

**Conclusion:**

Based upon a substantial number of joint impact fee discussions that have occurred over the last several years, and the County’s need to update their impact fees or risk potentially losing the ability to lawfully collect them, the Town should consider entering an Intergovernmental Agreement with Beaufort County that would provide that the Town would agree not to issue any development permits until it has been provided with satisfactory proof that the County’s applicable library and transportation impact fees have been collected directly by Beaufort County. Additionally, the Town will focus its efforts on obtaining title to the parks and recreation properties owned by Beaufort County and located on Hilton Head Island to eliminate the need for a Beaufort County parks and recreation impact fee agreement.

2007/19

AN ORDINANCE OF THE COUNTY COUNCIL OF BEAUFORT COUNTY, SOUTH CAROLINA, ADOPTING AN INTERGOVERNMENTAL IMPACT FEES AGREEMENT BETWEEN BEAUFORT COUNTY AND THE TOWN OF HILTON HEAD ISLAND.

NOW, THEREFORE, County Council of Beaufort County, South Carolina, hereby authorizes the execution of an Intergovernmental Impact Fees Agreement between Beaufort County and the Town of Hilton Head Island to ensure that public facilities development impact fees are collected in accordance with the Beaufort County Impact Fee Procedures Ordinance, Library Facilities Ordinance, Parks and Recreation Facilities Ordinance, and Road Facilities Ordinance (Ordinance No. 2006/24).

Adopted this 7th day of May, 2007.

COUNTY COUNCIL OF BEAUFORT COUNTY

BY: Wm. Weston J. Newton  
Wm. Weston J. Newton, Chairman

APPROVED AS TO FORM:

Kelly J. Golden  
Kelly J. Golden, Staff Attorney

ATTEST:

Suzanne M. Rainey  
Suzanne M. Rainey, Clerk to Council

First Reading: November 27, 2006  
Second Reading: January 8, 2007  
Public Hearing: December 11, 2006  
Third and Final Reading: May 7, 2007

**AMENDED  
INTERGOVERNMENTAL AGREEMENT  
BETWEEN BEAUFORT COUNTY, SOUTH CAROLINA  
AND THE TOWN OF HILTON HEAD ISLAND**

**THIS AGREEMENT** made and entered this 2<sup>nd</sup> day of May 2007, by and between Beaufort County, South Carolina ("County") and the Town of Hilton Head Island ("Town"), supersedes and amends the Intergovernmental Agreement between Beaufort County, South Carolina and the Town of Hilton Head, South Carolina, dated October 25, 1999, and provides for the Town to collect, prior to the issuance of building permits or development permits, library, parks and recreation, and road facilities development impact fees, as applicable, from all new development in the Town pursuant to this agreement as supported by Beaufort County Ordinance No. 99/33, Library Facilities; Beaufort County Ordinance No. 99/31, Parks & Recreation Facilities; and Beaufort County Ordinance No.99/32, Road Facilities, as amended by Beaufort County Ordinance No. 2006/24, and as adopted by the County Council of Beaufort County ("County Council") on October 23, 2006, and to transfer said development impact fees for library and road facilities to the County for deposit into appropriate, segregated, interest-bearing County impact fee accounts for ultimate appropriation and expenditure in accordance with the applicable public facility Capital Improvements Plans and the specific procedures and requirements of the Beaufort County Impact Fee Procedures Ordinance (Beaufort County Ordinance No. 99/26, as amended by Ordinance No. 2006/24). The Town will retain, for the benefit of the County, the parks and recreation development impact fees collected by the Town and place such fee revenues in an appropriate, segregated, interest-bearing impact fee account for direct appropriation and expenditure within the Town for parks and recreation facilities in accordance with the capital

improvements program and the requirements of the Beaufort County Development Impact Fee Procedures Ordinance (Ordinance No. 99/26, as amended by Ordinance No. 2006/24), and the applicable provisions of the Parks & Recreation Facilities Development Impact Fee Ordinance (Ordinance No. 99/31, as amended by Ordinance No. 2006/24).

### RECITALS

**WHEREAS**, the South Carolina Legislature has adopted the South Carolina Development Impact Fee Act (hereinafter the "Act") which enables local governments to enact and impose library, parks & recreation and road facility development impact fees in accordance with its provisions, procedures and requirements; and

**WHEREAS**, pursuant to the Act, the County has developed capital improvements plans for each of the above-mentioned public facilities, identifying the specific system improvements needed to meet the projected demand from anticipated new growth and development; and

**WHEREAS**, pursuant to the Act, the County has prepared technical support studies (the *Library Facilities Impact Fee Support Study and CIP* dated September 2006; the *Parks and Recreation Facilities Impact Fee Support Study and CIP: Bluffton-Okatie and Hilton Head Island Service Areas* dated September 2006; and the *Road Facilities Impact Fee Support Study and CIP: South Beaufort County Service Area* dated September 2006) for each of the above-referenced public facilities; and

**WHEREAS**, in accordance with the Act, the County has prepared and adopted a development impact fee procedural ordinance ("Impact Fee Procedures Ordinance"); and

**WHEREAS**, in accordance with the Act, the County has prepared and adopted Library, Parks & Recreation and Road Facilities development impact fee ordinances (Ordinance No. 99/33, as amended by Ordinance No. 2006/24, Library Facilities; Ordinance No. 99/31, as

amended by Ordinance No. 2006/24, Parks & Recreation Facilities; and Ordinance No. 99/33, as amended by Ordinance No. 2006/24, Road Facilities); and

**WHEREAS**, pursuant to S.C. Code Ann. §6-1-20 (Supp. 1994), the County and Town are authorized to enter into an Intergovernmental Agreement; and

**WHEREAS**, it is essential that the public facilities development impact fees be imposed, calculated and collected within each service area throughout the County, including within the incorporated cities and towns within the County; and

**WHEREAS**, the Town and the County agree that all public facilities development impact fees collected by the Town, acting as an agent for the County, for road and library facilities shall, within a reasonable time, be transferred to the County for the purpose of funding public facilities and improvements, as set forth in the applicable public facilities capital improvements plans to meet the public facilities demands resulting from projected new population and residential and non-residential development, as applicable; and

**WHEREAS**, the Town and the County agree that all parks and recreation facilities development impact fees collected by the Town, acting as an agent for the County, shall be held and disbursed by the Town for the purpose of funding parks and recreation facilities capital projects, as approved by the County, needed to meet the demands resulting from projected new residential growth and development, as set forth in the applicable parks plan and capital improvements program as approved by the County in its impact fee studies; and

**WHEREAS**, the Town and the County have agreed on the methodology for calculation of the public facilities development impact fees per residential dwelling unit (DU) and per unit of non-residential development; and

**WHEREAS**, the parties agree that the purpose of this Intergovernmental Agreement is to permit the Town to cooperate with, and to assist the County, and to collectively ensure that public facilities necessary to meet the demand generated by projected new development are available and adequate to maintain the public facility level of service (LOS) standards for all residents; and

**WHEREAS**, this Agreement is not intended to, and does not alter or change the responsibilities of each of the parties hereto, nor does it relieve any party of any function, duty or obligation otherwise imposed by law; and

**WHEREAS**, this Agreement, upon its execution by the parties hereto shall be on file with the Clerk to the County Council of Beaufort County and the Town Clerk of the Town of Hilton Head Island;

**NOW, THEREFORE**, the parties to this Intergovernmental Agreement do agree as follows:

**SECTION 1. TITLE.**

This Intergovernmental Agreement between Beaufort County and the Town of Hilton Head Island including Exhibit "A," Public Facility Development Impact Fee Amounts, Exhibit "B," Library Fee Calculation Methodology and Exhibit "C," Road Fee Calculation Methodology, attached hereto and incorporated herein by reference, providing for the impact fee amounts to be imposed on new residential and non-residential development, as applicable, in the Town of Hilton Head Island, and providing for the collection, transfer and expenditure of Public Facility Development Impact Fees, shall hereinafter be referred to as the "Agreement."

**SECTION 2. PURPOSE.**

The purpose of this Agreement is to ensure that public facilities development impact fees which are intended to be imposed on new development and, upon collection by the Town shall in

the case of library and road facilities be transferred to the County for placement in a segregated, interest-bearing account and those fees for parks and recreation facilities, held and disbursed by the Town, acting as an agent for County, in an appropriate, segregated, interest-bearing account, and which are, in both cases, appropriated and expended in accordance with the applicable public facility capital improvement plan, subject to the conditions, restrictions and limitations of the Act, the Beaufort County Impact Fee Procedures Ordinance, the individual Public Facilities Impact Fee Ordinances and this Agreement.

**SECTION 3. REFERENCES TO COUNTY ORDINANCES.**

This Agreement hereby expressly incorporates by reference the Beaufort County Impact Fee Procedures Ordinance (Ord. No. 99/26, as amended by County Ordinance No. 2006/24), and any amendments thereto and the Library Facilities Impact Fee Ordinance (Ord. No. 99/33, as amended by County Ordinance No. 2006/24), the Parks & Recreation Facilities Impact Fee Ordinance (Ord. No. 99/31, as amended by County Ordinance No. 2006/24), and the Road Facilities Impact Fee Ordinance (Ord. No. 99/32, as amended by County Ordinance No. 2006/24) and any amendments thereto. Any substantive amendments to these ordinances shall have the express prior agreement of the Town. The County shall first notify the Town of the proposed nature of the amendment and the reason therefore. The Town shall be given adequate time, but not less than forty-five (45) days, to review the proposed amendment and to submit comments to the County prior to final County action.

#### **SECTION 4. DURATION/EXTENSION/TERMINATION OF AGREEMENT.**

(1) **Duration of Agreement.**

This Agreement shall remain in effect from the date of its execution by the parties hereto until the later of 10 years, or the completion and conclusion of the applicable public facilities capital improvements plans, unless extended by mutual action of the parties hereto.

(2) **Extension of Agreement.**

(a) This Agreement may be extended at any time by the mutual agreement of the parties hereto.

(b) This Agreement may be extended, by the mutual agreement of both parties hereto, upon the expiration of the 10-year period set forth in §4(1) above, or upon the completion and conclusion of the improvements in the applicable public facilities capital improvements plans, if the County has prepared and adopted a subsequent capital improvements plan, and the County has prepared an updated public facilities development impact fee support study, and the County has revised and updated the applicable public facilities development impact fee ordinance.

(3) **Termination of Agreement.**

This Agreement may be terminated at any time by the mutual agreement of the parties hereto.

#### **SECTION 5. AMENDMENTS TO THE AGREEMENT.**

This Agreement may be amended at any time, but only by the mutual consent of the parties hereto and in the same manner as the original adoption hereof.

## **SECTION 6. RESPONSIBILITIES OF THE TOWN.**

(1) The Town, acting as an agent of County, shall be responsible for the administration (including administration of Individual Assessments of Development Impacts), calculation, and collection of the public facilities development impact fees within its jurisdiction from all new development, in accordance with the Act, the applicable Public Facilities Development Impact Fee Ordinance, the Beaufort County Impact Fee Procedures Ordinance and this Agreement; provided, however, that the Town shall not be subject to Section 6(A)(2) of the Development Impact Fee Procedures Ordinance (“Pending Ordinance Doctrine”) with respect to development permitted prior to September 28, 1999, which shall be exempt from development impact fees.

(2) The amount of the impact fee collected from new development shall be based upon the fee in effect at the time of building permit or development permit issuance as may be applicable.

(3) No building permit if a building permit is required or development permit for new development shall be issued by the Town unless the applicable public facilities development impact fees have been paid in full by the applicant.

(4) Upon the collection of library or road facilities development impact fees the Town shall periodically transfer such fees to the County for placement in a segregated, interest-bearing account which is subject to appropriate accounting controls to ensure that it will not be commingled with other County Funds. The library fees shall be used solely to fund system improvements in the Hilton Head Island Benefit District as set forth in the *Library Facilities Impact Fee Support Study and CIP* dated September 2006 and the Library Facility Impact Fee Ordinance. The road impact fees shall be used solely to fund system improvements in the South

Beaufort County Service Area, as is set forth in the *Road Facilities Impact Fee Support Study and CIP: South Beaufort County Service Area* dated September 2006 and the Road Facility Impact Fee Ordinance.

(5) Upon the collection of park and recreation facilities development impact fees, the Town, acting as an agent of County, shall deposit, hold and disburse for the benefit of the County such funds through a segregated, interest-bearing account, which is subject to appropriate accounting controls to ensure that such funds will not be commingled with other Town funds, nor be used for any purposes other than for parks and recreation facilities system improvements in the Town, as set forth in the applicable, approved capital improvements plan and ordinances of the County.

(6) Annually or, if deemed advisable, more frequently, the Town shall prepare an annual report with respect to the amount and disposition of public facility development impact fees collected within the Town. The Town shall also submit quarterly reports to the County, which account for all development impact fees collected and expended.

(7) All public facilities development impact fee funds collected by the Town, acting as an agent for the County, shall be restricted in their appropriation, expenditure and use in accordance with the Act, the Development Impact Fee Procedures Ordinance, the applicable Public Facilities Development Impact Fee Ordinance, and the applicable technical impact fee support studies.

(8) In order to compensate the Town for the collection and administration of the Public Facilities development impact fees, the Town shall be authorized to withhold an amount equal to one (1) percent of the development impact fee revenues collected, by public facility category.

**SECTION 7. RESPONSIBILITIES OF THE COUNTY.**

(1) The County shall be responsible for receipt of public facility development impact fee funds from the Town, placing such funds in appropriate development impact fee fund accounts and appropriating and expending such development impact fee funds in the service area or benefit district (as appropriate) in which the fees have been collected, and only in accordance with the applicable public facility capital improvements plan.

(2) The County shall be responsible for the implementation and administration of all public facilities development impact fees in accordance with the Act, the Impact Fee Procedures Ordinance (Ord. No. 99/26, as amended by County Ordinance No. 2006/24), the applicable development impact fee proportionate fee calculation methodology reports, the applicable impact fee support studies, and this Agreement.

(3) The County shall be responsible for the interpretation of all of the above-referenced laws, ordinances and reports, as well as any other documents or information relevant to the public facility development impact fee ordinances.

(4) Annually or, if deemed advisable, more frequently, the County shall prepare an annual report with respect to the amount and disposition of expenditures for library and road facility development impact fees that have been collected by the Town and remitted to the County.

(5) The County shall be responsible for providing the Town with updated fee amounts as required to be adjusted annually for inflation for the park, library and road fees per the applicable ordinances and support studies in compliance with the forty five (45) day review period required for any changes to this Agreement.

(6) The County shall be responsible for compliance with all requirements of the Act, the Development Impact Fee Procedures Ordinance and the individual public facility development impact fee ordinances, except as otherwise provided in this Agreement.

**SECTION 8. GOVERNING LAW.**

This Agreement, and its interpretation and performance, shall be governed and construed by the applicable laws of the state of South Carolina.

**SECTION 9. INDEMNIFICATION.**

The County hereby agrees to indemnify and save harmless the Town, its officials, both elected and appointed, its officers, agents and employees from and against any and all liability, claims, demands, damages, fines, penalties, suits, proceedings, actions and cost of actions, including attorneys' fees for trial and on appeal, of any kind and nature arising or growing out of, or in any way connected with, the performance of acts or the failure to perform acts required pursuant to this Agreement.

**SECTION 10. CONFLICT.**

To the extent of any conflict between other County or Town ordinances and this Agreement, this Agreement will be deemed to be controlling. This Agreement is not intended to amend or repeal any existing County or Town ordinances.

**SECTION 11. COOPERATION BETWEEN AND AMONG THE PARTIES.**

The County and the Town agree to cooperate with each other in all respects regarding the matters addressed in this Agreement.

**SECTION 12. SOUTH CAROLINA DEVELOPMENT IMPACT FEE REQUIREMENTS.**

(1) The County and the Town agree that the system improvements specified in the public facilities capital improvements plans are not joint improvements, but consist solely of

improvements to be provided by the County and to be funded by the County, albeit in whole or in part with development impact fees collected on behalf of the County, by the Town.

(2) The Town shall not participate or share in the funding of the system improvements specified in the public facilities capital improvements plans. The Town's responsibility shall be limited to transferring collected public facilities development impact fee revenues to the County at appropriate times or collect and disburse revenues on behalf of County, for expenditure on system improvements included in the applicable public facilities capital improvements plan.

(3) No other unit of government shall be responsible for, nor may assume, any share of the funding for the system improvements.

#### **SECTION 13. SEVERABILITY.**

If any section, subsection, sentence, clause, phrase or portion of this Agreement is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such section, subsection, sentence, clause, phrase or portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of this Agreement.

#### **SECTION 14. EFFECTIVE DATE.**

This Agreement shall become effective immediately on the date of approval by the parties hereto.

APPROVED this 7<sup>th</sup> day of May 2007.

COUNTY COUNCIL OF BEAUFORT COUNTY,  
SOUTH CAROLINA

By: Wm. Weston Newton  
Weston Newton, Chairman

ATTEST:

Virginia R. Reed  
Clerk to Council

REVIEWED BY:

\_\_\_\_\_  
County Attorney

APPROVED this 18<sup>th</sup> day of April, 2007.

TOWN OF HILTON HEAD ISLAND

By: Thomas D. Peeples  
Thomas D. Peeples, Mayor

ATTEST:

Betsy Mosteller  
Betsy Mosteller, Town Clerk

REVIEWED BY:

Gregory M. Alford  
Gregory M. Alford, Town Attorney

**EXHIBIT "A"**  
**TO INTERGOVERNMENTAL AGREEMENT**  
**BETWEEN BEAUFORT COUNTY AND THE TOWN OF HILTON HEAD**  
**ISLAND**

**PUBLIC FACILITY DEVELOPMENT IMPACT FEE AMOUNTS**

<b>Town of Hilton Head Island</b> <b>April 2007</b>	
<b>Residential Development Only</b>	
Parks/Recreation Facilities Development Impact Fee	\$627 per Dwelling Unit
Library Facilities Development Impact Fee	\$468 per Dwelling Unit The calculation methodology upon which this fee is based is included as a part of this Agreement as Exhibit "B."
<b>All Development</b>	
Road Facilities Development Impact Fee	Refer to "ROAD IMPACT FEE AMOUNTS Hilton Head Island and Daufuskie Island Assessment District" on the following page for specific road fee amounts. This is included as a part of Exhibit "A." The calculation methodology upon which this fee is based is included as a part of this agreement as Exhibit "C."

## ROAD IMPACT FEE AMOUNTS

### Hilton Head Island and Daufuskie Island Assessment District

Land-Use Type	Unit	Primary Trips	Average Trip Length	Daily VMT	Net Cost/VMT	Fee/Unit
<b>Residential</b>						
Single-Family	Dwelling	1.82	3.66	6.70	\$169.22	\$1,134
Apartment (Multi-Family)	Dwelling	1.28	3.66	4.68	\$169.22	\$792
Condominium/Townhouse	Dwelling	1.11	3.66	4.06	\$169.22	\$687
Senior Adult Housing	Dwelling	0.66	3.66	2.42	\$169.22	\$410
Assisted Living/Continuing Care Retirement Community	Beds	0.54	3.66	1.98	\$169.22	\$335
<b>Retail/Commercial/Services</b>						
Hotel/Motel	Rooms	1.69	3.21	5.42	\$169.22	\$917
Golf Course	Holes	6.11	3.21	19.61	\$169.22	\$3,318
Multiplex Movie Theater	Screens	25.02	3.21	80.31	\$169.22	\$13,590
Shopping Center/General Retail	1000 sq. ft.	4.57	3.00	13.71	\$169.22	\$2,320
New Car Sales	1000 sq. ft.	5.70	3.21	18.30	\$169.22	\$3,097
Convenience Market (no gas pumps)	1000 sq. ft.	36.46	1.50	54.69	\$169.22	\$9,255
Convenience Market w/ Gasoline Pumps	VFP	26.80	1.50	40.20	\$169.22	\$6,803
Home Improvement/Paint/Garden Store	1000 sq. ft.	2.83	3.21	9.08	\$169.22	\$1,537
Pharmacy/Drugstore	1000 sq. ft.	6.7	3.00	20.1	\$169.22	\$3,401
Furniture Store	1000 sq. ft.	0.87	3.21	2.79	\$169.22	\$472
Bank	1000 sq. ft.	18.73	1.50	28.1	\$169.22	\$4,755
Quality Restaurant	1000 sq. ft.	7.01	2.50	17.53	\$169.22	\$2,966
High-Turnover Restaurant	1000 sq. ft.	10.15	2.00	20.3	\$169.22	\$3,435
Fast-Food Restaurant w/ Drive-Thru	1000 sq. ft.	29.22	1.50	43.83	\$169.22	\$7,417
Quick Lubrication Vehicle Shop	Service Bays	6.46	3.21	20.74	\$169.22	\$3,510
Automobile Care Center	Service Bays	2.02	3.21	6.48	\$169.22	\$1,097
Self-Service Car Wash	Service Bays	14.36	1.50	21.54	\$169.22	\$3,645
<b>Office</b>						
General Office Building	1000 sq. ft.	1.88	3.97	7.46	\$169.22	\$1,262
Medical-Dental Office Building	1000 sq. ft.	6.18	3.97	24.53	\$169.22	\$4,151
Government Office Complex	1000 sq. ft.	4.77	3.97	18.94	\$169.22	\$3,205
<b>Institutional/Medical</b>						
Elementary School	Students	0.21	2.00	0.42	\$169.22	\$71
Middle/High School	Students	0.26	2.50	0.65	\$169.22	\$110
College	Students	0.23	3.36	0.77	\$169.22	\$130
Church/Synagogue	1000 sq. ft.	1.73	3.36	5.81	\$169.22	\$983
Daycare	1000 sq. ft.	2.26	1.50	3.39	\$169.22	\$574
Hospital	1000 sq. ft.	3.34	3.36	11.22	\$169.22	\$1,899
Nursing Home	Beds	0.45	3.36	1.51	\$169.22	\$256
Clinic	1000 sq. ft.	5.98	3.36	20.09	\$169.22	\$3,400
<b>Industrial</b>						
General Light Industrial	1000 sq. ft.	1.33	3.97	5.28	\$169.22	\$893
General Heavy Industrial/Manufacturing	1000 sq. ft.	0.28	3.97	1.11	\$169.22	\$188
Warehousing	1000 sq. ft.	0.94	3.97	3.73	\$169.22	\$631
Mini-Warehouse	1000 sq. ft.	0.48	3.97	1.91	\$169.22	\$323
Source: ITE, <i>Trip Generation</i> , 7 <sup>th</sup> Edition, 2003. ITE, <i>Trip Generation Handbook</i> , 2004. VFP = Vehicle Fueling Positions						

**EXHIBIT "B"**  
**TO INTERGOVERNMENTAL AGREEMENT**  
**BETWEEN BEAUFORT COUNTY AND THE TOWN OF HILTON HEAD**  
**ISLAND**

**LIBRARY FEE CALCULATION METHODOLOGY**

<b>Library Impact Fee for Hilton Head Island/Daufuskie Island Benefit District</b>			
	HHI Existing Population: 39,250	HHI Build Out Population: 54,600	HHI Population Increase 15,350
<b>BUILDING</b>			
Existing	26,000	SqFt	
LOS	0.6	SqFt/Person	
Existing Need	23,550	SqFt	
Existing excess capacity		2450	SqFt
Total Needed at Build Out		32,760	SqFt
Additional Needed at Build Out		6,760	SqFt
Cost/Sq Ft	\$200		
		Future Cost for Impact Fees	\$1,352,000
<b>COLLECTIONS</b>			
Existing	88,881	Items	
LOS	3.5	Items/Person	
Existing Need	137,375	Items	
Existing deficiency	-48,494	Items	
Total Needed at Build Out	191,100	Items	
Eligible for Impact Fees	\$53,725		
Cost/Item	\$30.65		
		Future Cost for Impact Fees	\$1,646,671
<b>FF&amp;E</b>			
Existing	\$523,900		
LOS	\$11.43	per person	
Existing Need	\$448,628		
Existing excess capacity	\$75,273		
Total Needed at Build Out	\$624,078		
Additional Needed at Build Out	\$100,178		
		Future Cost for Impact Fees	\$100,178
<b>LAND</b>			
Existing	8.6		
LOS	0.00011		
Existing Need	4.3175		
Existing excess capacity	4.2825		
Total Needed at Build Out	6.006		
Additional Needed at Build Out	\$0		
		Future Cost for Impact Fees	\$0
		Total Cost for Impact Fees	\$3,098,849
		Fee per Person	\$201.88
		(2.32 persons/household)	
		<b>Fee per Dwelling Unit:</b>	<b>\$468.36</b>

**EXHIBIT "C"**  
**TO INTERGOVERNMENTAL AGREEMENT**  
**BETWEEN BEAUFORT COUNTY AND THE TOWN OF HILTON HEAD**  
**ISLAND**

**ROAD FEE CALCULATION METHODOLOGY**

*The road impact fee for this benefit district been updated to reflect fewer projects being funded at a reduced percentage of regional road network trips.*

Revised Project list to replace Table 12, page 21 of *Beaufort County Road Impact Fee Update Support Study: South Beaufort County Service Area*, dated September 2006 and results in a revised cost per mile of \$169.22

Road Segment	Project Description	Vehicle Miles of Capacity added	Project Cost
<b>US 278 Capacity and Safety Improvements</b>			
Buck Island Road to McGarveys Corner	Widening to 6 lanes with a median	74,340	\$ 22,500,000
US 278/SC 170 Interchange	Interchange Re-configuration	7,300	10,000,000
McGarveys Corner to Jasper County line	Widening to 6 lanes with a median	39,330	15,000,000
<b>Other Arterial Capacity Improvements</b>			
SC 170 McGarveys Corner to Tide Watch	Widening to 6 lanes with a median	15,840	\$ 6,000,000
SC 170-Tide Watch to SC462	Widening to 6 lanes with a median	39,330	15,000,000
SC 170- SC 46 to McGarveys Corner	Widening to 4 lanes with a median	108,168	20,000,000
SC 46/SC 170- SC 170 to Jasper Co.	Widening to 4 lanes with a median	51,083	10,000,000
SC 46 Bluffton Village to US 278	Widening to 4 lanes with a median	14,581	6,000,000
Bluffton Parkway- Simmonsville to SC 170	New Cont.- 4 Lanes with median	181,840	17,380,000
Bluffton Parkway Ext- Burnt Church Road to Mackays Creek & Buckwalter to Buck Island	New Cont.- 4 Lanes with median	158,160	60,000,000
<b>Collector Road Network Capacity</b>			
Bruin Rd Ext-Burnt Church to Buckingham Plantation	New Cont.- 2 lane connector	29,921	\$ 15,000,000
Buckwalter Pky, US 278 to Bluffton Parkway	Widening to 4 lanes with a median	26,243	5,700,000
Buckwalter Pky, Bluffton Pkwy to SC 46	Widening to 4 lanes with a median	26,565	7,600,000
Simmonsville Rd- US 278 to Bluffton Parkway	Widening to 5 lanes	13,515	8,000,000
Burnt Church Rd- Bluffton to Bruin Rd	Widening to 4 lanes with a median	14,195	5,000,000
Buck Island- US 278 to Bluffton Parkway	Widening to 5 lanes	17,680	8,000,000
<b>Total capacity added</b>		<b>818,091 miles</b>	
<b>Total cost of projects</b>			<b>\$231,180,000</b>
<b>Cost per vehicle mile (total project cost/added capacity)</b>	(\$231,180,000 / 818,091 miles)		<b>\$282.58</b>
<b>Credits subtracted from cost per mile</b>		Guide share	-\$31.96
		Admissions Fee	-\$15.94
		Sales tax	-\$62.27
		Hospitality tax	-\$3.19
<b>Net Cost Per Vehicle Mile for HHI</b>			<b>\$169.22</b>

**EXHIBIT "C" continued**

**Revised percentage of regional road network trips to replace 51.2% in Table 25, page 40 of *Beaufort County Road Impact Fee Update Support Study: South Beaufort County Service Area*, dated September 2006.**

**Town of Hilton Head Island 2020 Traffic Model Projections**

**Total new trips crossing the bridge**

2020 projection for trips across the bridge	98,600
1999 SCDOT Bridge Count	<u>52,800</u>
<b>Total new trips crossing bridge 1999-2020</b>	<b>45,800</b>

**Total new trips on HHI**

2020 Total trips on HHI	333,435
2000 Total trips on HHI	<u>243,966</u>
<b>Total new trips on HHI from 2000-2020</b>	<b>89,469</b>

<b>Percentage of new trips from HHI on bridge</b>	<b>51.2%</b>
<b>(45,800 / 89,469)</b>	

**County of Beaufort 2020 Traffic Model Projections**

**New Trips crossing the bridge from Mainland Growth**

2020 projection for the percentage of new trips generated on the mainland that will cross the bridge	<b>13.1%</b>
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**Revised percentage of regional road network trips from Hilton Head Island**

	51.2%
	<u>-13.1%</u>
<b>Total percentage of regional road network trips from HHI</b>	<b>38%</b>

# MEMORANDUM

TO: Jim Gibson, County Attorney  
Kelly Golden, Staff Attorney  
Jack Sullivan, Register of Deeds Director  
Tom Henrikson, Chief Financial Officer  
Buz Boehm, Deputy Administrator Public Services  
Robert Klink, County Engineer  
Colin Kinton, Transportation Engineer  
Arthur Cummings, Building Codes Director

FROM: Sue Rainey, Clerk to Council *Sue*

DATE: May 18, 2007

RE: Ordinance 2007/19

Attached is a copy of Ordinance 2007/19—Intergovernmental Agreement Impact Fees Agreement between Beaufort County and the Town of Hilton Head Island.

Exhibit B



## *Capital Improvement Plan and Development Impact Fee Study*

*Prepared for:*

**Beaufort County, South Carolina**

**DRAFT**

November 14, 2019

*Prepared by:*

**TischlerBise**  
FISCAL | ECONOMIC | PLANNING

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## DEVELOPMENT IMPACT FEE STUDY

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## EXECUTIVE SUMMARY

Beaufort County, South Carolina retained TischlerBise to prepare a Capital Improvement Plan and Development Impact Fee study. Development impact fees are collected from new construction at the time a building permit is issued. The fees are one-time payments for new development's proportionate share of the capital cost of infrastructure. The following study addresses Beaufort County's Parks & Recreation, Library, Emergency Medical Services, Solid Waste, and Transportation facilities. Development impact fees do have limitations and should not be regarded as the total solution for infrastructure funding. Rather, they are one component of a comprehensive funding strategy to ensure provision of adequate public facilities. Development impact fees may only be used for capital improvements or debt service for growth-related infrastructure. Under South Carolina Development Impact Fee enabling legislation (Section 6-1-910), fees may not be used for operations, maintenance, replacement of infrastructure, or correcting existing deficiencies.

### South Carolina Development Impact Fee Act

The State of South Carolina grants the power for cities and counties to collect development impact fees on new development pursuant to the rules and regulations set forth in the South Carolina Development Impact Fee Act (Code of Laws of South Carolina, Section 6-1-910 et seq.). The process to create a local impact fee system begins with a resolution by the County Council directing the Planning Commission to conduct an impact fee study and recommend a development impact fee ordinance for legislative action.

Generally, a governmental entity must have an adopted comprehensive plan to enact development impact fees; however, certain provisions in State law allow counties, cities, and towns that have not adopted a comprehensive plan to impose development impact fees. Those jurisdictions must prepare a capital improvement plan as well as prepare an impact fee study that substantially complies with Section 6-1-960(B) of the Code of Laws of South Carolina.

All counties, cities, and towns are also required to prepare a report that estimates the effect of development impact fees on the availability of affordable housing before imposing development impact fees on residential dwelling units. Based on the findings of the study, certain developments may be exempt from development impact fees when all or part of the project is determined to create affordable housing, and the exempt development's proportionate share of system improvements is funded through a revenue source other than impact fees. A housing affordability analysis in support of the development impact fee study is published as a separate report.

Eligible costs may include design, acquisition, engineering, and financing attributable to those improvements recommended in the local capital improvements plan that qualify for impact fee funding. Revenues collected by the county, city, or town may not be used for administrative or operating costs associated with imposing the impact fee. All revenues from development impact fees must be maintained in an interest-bearing account prior to expenditure on recommended improvements. Monies must be returned to the owner of record of the property for which the impact fee was collected if they are not

spent within three years of the date they are scheduled to be encumbered in the local capital improvements plan. All refunds to private land owners must include the pro rata portion of interest earned while on deposit in the impact fee account.

Beaufort County is also responsible for preparing and publishing an annual report describing the amount of impact fees collected, appropriated, and spent during the preceding year. These updates must occur at least once every five years. Pursuant to State Law, Beaufort County will not be empowered to recommend additional projects eligible for impact fee funding or charge higher maximum allowable development impact fees until the Development Impact Fee study and capital improvement plan have been updated.

## **Conceptual Development Impact Fee Calculation**

In contrast to project-level improvements, development impact fees fund growth-related infrastructure that will benefit multiple development projects, or the entire jurisdiction (referred to as system improvements). The first step is to determine an appropriate demand indicator for the particular type of infrastructure. The demand indicator measures the number of demand units for each unit of development. For example, an appropriate indicator of the demand for park facilities is population growth, and the increase in population can be estimated from the average number of residents per housing unit. The second step in the development impact fee formula is to determine infrastructure units per demand unit, typically called level-of-service (LOS) standards. In keeping with the parks example, a common LOS standard is park acreage per resident. The third step in the development impact fee formula is the cost of various infrastructure units. To complete the parks example, this part of the formula would establish the cost per acreage for acquiring new parkland.

## **General Methodologies**

There are three general methods for calculating development impact fees. The choice of a particular method depends primarily on the timing of infrastructure construction (past, concurrent, or future) and service characteristics of the facility type being addressed. Each method has advantages and disadvantages in a particular situation, and can be used simultaneously for different cost components.

Reduced to its simplest terms, the process of calculating development impact fees involves two main steps: (1) determining the cost of development-related capital improvements and (2) allocating those costs equitably to various types of development. In practice, though, the calculation of development impact fees can become quite complicated because of the many variables involved in defining the relationship between development and the need for facilities within the designated service area. The following paragraphs discuss three basic methods for calculating development impact fees and how those methods can be applied.

### **Cost Recovery (Past Improvements)**

The rationale for recoupment, often called cost recovery, is that new development is paying for its share of the useful life and remaining capacity of facilities already built, or land already purchased, from which

new growth will benefit. This methodology is often used for utility systems that must provide adequate capacity before new development can take place.

### **Incremental Expansion (Concurrent Improvements)**

The incremental expansion method documents current level-of-service (LOS) standards for each type of public facility, using both quantitative and qualitative measures. This approach ensures that there are no existing infrastructure deficiencies or surplus capacity in infrastructure. New development is only paying its proportionate share for growth-related infrastructure. Revenue will be used to expand or provide additional facilities, as needed, to accommodate new development. An incremental expansion cost method is best suited for public facilities that will be expanded in regular increment to keep pace with development.

### **Plan-Based Fee (Future Improvements)**

The plan-based method allocates costs for a specified set of improvements to a specified amount of development. Improvements are typically identified in a long-range facility plan and development potential is identified by a land use plan. There are two options for determining the cost per demand unit: (1) total cost of a public facility can be divided by total demand units (average cost), or (2) the growth-share of the public facility cost can be divided by the net increase in demand units over the planning timeframe (marginal cost).

### **Credits**

Regardless of the methodology, a consideration of “credits” is integral to the development of a legally defensible development impact fee methodology. There are two types of “credits” with specific characteristics, both of which should be addressed in development impact fee studies and ordinances.

- First, a revenue credit might be necessary if there is a double payment situation and other revenues are contributing to the capital costs of infrastructure to be funded by development impact fees. This type of credit is integrated into the development impact fee calculation, thus reducing the fee amount.
- Second, a site-specific credit or developer reimbursement might be necessary for dedication of land or construction of system improvements funded by development impact fees. This type of credit is addressed in the administration and implementation of the development impact fee program.

### **Proposed Fee Methods and Cost Components**

Figure 1 summarizes the methods and cost allocation components used for each infrastructure category in Beaufort County’s development impact fee study. The development impact fees are based on the actual level of service. The Parks & Recreation, Library, and Solid Waste components are allocated to only residential development based on population. The Emergency Medical Services component allocate costs to residential and nonresidential development based on population and vehicle trips, respectively. The

Transportation component is allocated to residential and nonresidential development based on vehicle miles traveled (VMT).

**Figure 1. Proposed Fee Methods and Cost Components**

Fee Category	Service Area	Incremental Expansion	Plan Based	Cost Recovery	Cost Allocation
Parks & Recreation	North and South of the Broad River	Regional, Community, Neighborhood Parks, and Rec Facilities			Population
Library	North and South of the Broad River	Library Branches and Book Mobiles			Population
Emergency Medical Services	Countywide	EMS Facilities and Vehicles			Population & Vehicle Trips
Solid Waste	North and South of the Broad River	Convenience Centers and Heavy-Duty Vehicles			Population
Transportation	North and South of the Broad River		Roadway and Intersection Improvements		Vehicle Miles Traveled (VMT)

### Proposed Development Impact Fee Schedule

As documented in this report, Beaufort County has complied with the South Carolina Development Impact Fee Act and applicable legal precedents. Development impact fees are proportionate and reasonably related to capital improvement demands of new development. Specific costs have been identified using local data and current dollars. This report documents the formulas and input variables used to calculate the development impact fees. The development impact fee methodologies also identify the extent to which new development is entitled to various types of credits to avoid potential double payment of growth-related capital costs.

For residential development, proposed fees are assessed per household by type of unit. The proposed residential fee categories include single family and multifamily units. Single family units include detached, attached (i.e. “townhouse”), and mobile home units. Multifamily units include duplexes, condominiums and apartments with two or more units. For nonresidential development, fees are assessed per 1,000 square feet of floor area. The proposed fee schedule for nonresidential development is designed to provide a reasonable development impact fee determination for broad property classes – retail, office/services, industrial, and institutional.

Figure 2 summarizes proposed development impact fees for new development in Beaufort County. The amounts shown are “maximum supportable” amounts based on the methodologies, levels of service, and costs for the capital improvements identified herein. The fees represent the highest amount feasible for each type of applicable development, which represent new growth’s fair share of the system improvement costs detailed in this report. The County can adopt amounts that are lower than the maximum amounts shown; however, a reduction in fee revenue will necessitate an increase in other

revenues, a decrease in planned capital expenditures, and/or a decrease in the County’s level of service.

Furthermore, the fee schedule has been divided into two service areas, North and South of the Broad River. Some County services are being provided not at a Countywide level, but based on these services areas. In this case, the analysis is more accurate at determining the current level of service when services areas are included in the calculations. The resulting maximum supportable fee is more equitable as well.

**Figure 2. Maximum Supportable Development Impact Fee – North of the Broad River**

Single Family	\$948	\$448	\$193	\$48	\$499		\$1,649	\$487
Multifamily	\$692	\$328	\$159	\$35	\$260		\$1,419	\$55
Retail	\$0	\$0	\$373	\$0	\$582		\$1,948	(\$993)
Office/Services	\$0	\$0	\$127	\$0	\$289		\$803	(\$387)
Industrial	\$0	\$0	\$51	\$0	\$117		\$122	\$47
Institutional	\$0	\$0	\$139	\$0	\$269		\$1,423	(\$1,015)

Note: the current fee listed is the average of the fees for the current service areas north of the Broad River

**Figure 3. Maximum Supportable Development Impact Fee – South of the Broad River**

Single Family	\$573	\$266	\$193	\$161	\$4,147		\$3,318	\$2,022
Multifamily	\$517	\$240	\$159	\$145	\$2,515		\$2,695	\$881
Retail	\$0	\$0	\$373	\$0	\$5,145		\$4,314	\$1,204
Office/Services	\$0	\$0	\$127	\$0	\$2,557		\$2,353	\$332
Industrial	\$0	\$0	\$51	\$0	\$1,032		\$356	\$727
Institutional	\$0	\$0	\$139	\$0	\$2,381		\$3,531	(\$1,011)

Note: the current fee listed is the average of the fees for the current service areas south of the Broad River

## Projected Demand

Section 6-1-960(6) of the South Carolina Development Impact Fee Act requires:

*“the total number of service units necessitated by and attributable to new development within the service area, based on the land use assumptions and calculated in accordance with generally accepted engineering or planning criteria.”*

Based on the land use assumptions discussed in Appendix B, both residential and nonresidential development is expected to continue in Beaufort County over the next ten years. Figure 4 on the following page shows projected population, housing units, nonresidential floor area, and vehicle miles traveled over the next ten years.

The Beaufort County Traffic Analysis Zone Transportation Model provides permanent population, permanent housing unit, and seasonal housing unit estimates for 2010, 2020, and 2030. A straight-line approach was applied to the estimates to calculate year-to-year totals. The seasonal population was calculated by multiplying the seasonal housing unit total by the single family and multifamily persons per housing unit factors. The peak daily visitor population was estimated with Beaufort County Convention and Visitor Bureau 2017 data. The peak population total is the sum of the permanent, seasonal, and visitor populations. By 2029, there is projected to be 88,115 permanent residents, 12,663 seasonal residents, and 17,676 peak daily visitors in Unincorporated Beaufort County. That is an increase of 17,463 residents, a 17 percent increase from the base year. Furthermore, there are 6,894 new housing units projected, an 18 percent increase from the base year.

The Beaufort County Traffic Analysis Zone Transportation Model provides nonresidential estimates as well. By summing several job types, Retail, Office/Service, Industrial, and Institutional job totals were calculated. Over the next ten years, there is 5,213 jobs projected in the unincorporated areas of the County. The Office/Service sector has the most growth, while Industrial and Retail have a significant increase as well.

The nonresidential floor area projections are calculated by applying square feet per employee factors from Institute of Transportation Engineers' (ITE) data to the job totals. In the next ten years, the nonresidential floor area in unincorporated areas of Beaufort County is projected to increase by 2.3 million square feet. The Industrial sector is projected to have the largest growth, 867,000 square feet.

Vehicle miles traveled (VMT) are necessary for the Transportation Development Impact Fee. The Countywide VMT is calculated by combining the vehicle trip end factors, trip adjustment factors, trip length factors, and the residential and nonresidential assumptions for housing stock and floor area. Through 2029, a total increase of 419,050 VMT is projected with the majority of the growth being generated by single family (65 percent), multifamily (12 percent), and retail (11 percent) development.

**Figure 4. Beaufort County Residential and Nonresidential Projections**

	Base Year 2019	1 2020	2 2021	3 2022	4 2023	5 2024	10 2029	Total Increase
<b>Unincorporated Population</b>								
Permanent Residents	72,954	74,470	75,986	77,502	79,018	80,534	88,115	<b>15,161</b>
Seasonal Residents	11,702	11,797	11,894	11,989	12,086	12,182	12,663	<b>961</b>
Peak Daily Visitors	16,335	16,468	16,603	16,736	16,871	17,005	17,676	<b>1,341</b>
Total Peak Population	100,991	102,735	104,483	106,227	107,975	109,721	118,454	<b>17,463</b>
<b>Unincorporated Housing Type</b>								
Single Family	29,179	29,708	30,236	30,765	31,294	31,823	34,471	<b>5,292</b>
Multifamily	8,829	8,989	9,150	9,310	9,470	9,630	10,431	<b>1,602</b>
Total Housing Units	38,008	38,697	39,386	40,075	40,764	41,453	44,902	<b>6,894</b>
<b>Unincorporated Jobs</b>								
Retail	3,124	3,231	3,339	3,446	3,553	3,661	4,197	<b>1,073</b>
Office/Service	6,255	6,454	6,653	6,852	7,051	7,250	8,244	<b>1,989</b>
Industrial	4,137	4,275	4,413	4,551	4,689	4,828	5,518	<b>1,381</b>
Institutional	2,343	2,420	2,497	2,574	2,651	2,728	3,113	<b>770</b>
Total Jobs	15,859	16,380	16,902	17,423	17,944	18,465	21,072	<b>5,213</b>
<b>Unincorporated Nonresidential Floor Area (1,000 sq. ft.)</b>								
Retail	1,334	1,380	1,426	1,471	1,517	1,563	1,792	<b>458</b>
Office/Service	2,108	2,175	2,242	2,309	2,376	2,443	2,778	<b>670</b>
Industrial	2,598	2,685	2,771	2,858	2,945	3,032	3,465	<b>867</b>
Institutional	829	857	884	911	938	966	1,102	<b>272</b>
Total Floor Area	6,869	7,096	7,323	7,550	7,777	8,003	9,137	<b>2,268</b>
<b>Countywide Vehicle Miles Traveled (VMT)</b>								
Single Family Units Trips	1,393,929	1,421,003	1,448,058	1,475,131	1,502,186	1,529,241	1,664,572	<b>270,642</b>
Multifamily Units Trips	235,691	240,575	245,468	250,351	255,245	260,138	284,595	<b>48,904</b>
<i>Residential Subtotal</i>	<i>1,629,620</i>	<i>1,661,578</i>	<i>1,693,526</i>	<i>1,725,483</i>	<i>1,757,431</i>	<i>1,789,379</i>	<i>1,949,167</i>	<b><i>319,546</i></b>
Retail Trips	193,359	197,818	202,278	206,737	211,197	215,656	237,954	<b>44,595</b>
Office Trips	130,637	133,736	136,834	139,932	143,031	146,129	161,620	<b>30,983</b>
Industrial Trips	53,019	54,441	55,862	57,284	58,706	60,128	67,236	<b>14,218</b>
Institutional Trips	38,377	39,348	40,319	41,290	42,261	43,231	48,086	<b>9,708</b>
<i>Nonresidential Subtotal</i>	<i>415,392</i>	<i>425,343</i>	<i>435,293</i>	<i>445,243</i>	<i>455,194</i>	<i>465,144</i>	<i>514,896</i>	<b><i>99,504</i></b>
Total VMT	2,045,012	2,086,920	2,128,819	2,170,726	2,212,625	2,254,523	2,464,063	<b>419,050</b>

Source: Beaufort County TAZ Transportation Model; U.S. Census Bureau, 2013-2017 American Community Survey 5-Year Estimates; Beaufort County Convention and Visitor Bureau, 2017; [Trip Generation](#), Institute of Transportation Engineers, 10th Edition (2017); National Household Travel Survey, 2009; TischlerBise analysis

A note on rounding: Calculations throughout this report are based on an analysis conducted using Excel software. Most results are discussed in the report using one, two, and three digit places, which represent rounded figures. However, the analysis itself uses figures carried to their ultimate decimal places; therefore, the sums and products generated in the analysis may not equal the sum or product if the reader replicates the calculation with the factors shown in the report (due to the rounding of figures shown, not in the analysis).

## PARKS & RECREATION CIP AND DEVELOPMENT IMPACT FEE CALCULATIONS

### Methodology

Section 6-1-920(18c) of the South Carolina Development Impact Fee Act states that a development impact fee may be imposed on public facilities including:

*“...parks, libraries, and recreational facilities.”*

The Parks and Recreation Development Impact Fee is calculated only for residential development and on a per capita basis. The incremental expansion methodology is used to calculate the current level of service for:

- Regional parks (countywide service area)
- Community parks (north and south of the Broad River service areas)
- Neighborhood parks (north and south of the Broad River service areas)
- Recreational facilities (north and south of the Broad River service areas)

Section 6-1-960(1) of the South Carolina Development Impact Fee Act requires:

*“a general description of all existing facilities and their existing deficiencies, within the service area or areas of the governmental entity, a reasonable estimate of all costs, and a plan to develop the funding resources, including existing sources of revenues, related to curing existing deficiencies including, but not limited to, the upgrading, updating, improving, expanding, or replacing of these facilities to meet existing needs and usage.”*

Section 6-1-960(2) of the South Carolina Development Impact Fee Act requires:

*“an analysis of total capacity, the level of current usage, and commitments for usage of capacity of existing public facilities, which must be prepared by qualified a professional using generally accepted principles and professional standards.”*

It is assumed that only residential growth creates additional demand on Parks & Rec facilities. Furthermore, most of the facilities are being provided based on a service area level (North and South of the Broad). Thus, the service areas have been included in the analysis for community parks, neighborhood parks, and recreational facilities. However, it was determined that regional parks are serving a countywide population.

Residential development impact fees are calculated on a per capita basis, then converted to an appropriate amount for each type of housing unit based on persons per household factors. Lastly, it has been determined that the current level of service will be calculated based on the unincorporated and incorporated populations of Beaufort County because all County residents are using the facilities. However, only the Town of Bluffton has an intergovernmental agreement with Beaufort County to collect the Parks and Recreation Development Impact Fee.

## Service Unit for Park & Recreation Analysis

Section 6-1-960(4) of the South Carolina Development Impact Fee Act requires:

*“a definitive table establishing the specific service unit for each category of system improvements and an equivalency or conversion table establishing the ratio of a service unit to various types of land uses, including residential, commercial, agricultural, and industrial, as appropriate.”*

The “service unit” used for residential development is persons per household (PPHH). This is a measure of, on average, the number of persons residing in each occupied housing unit. As shown in Figure 25, in the North of the Broad Service Area, there are 2.82 persons per single family household and 2.06 persons per multifamily household. In the South of the Broad Service Area, there are 2.44 persons per single family household and 2.20 persons per multifamily household. Factors have been calculate based on data provided by the U.S. Census Bureau’s 2017 ACS 5-year estimates (further discussed in Appendix B).

**Figure 5. Residential Service Units**

Housing Type	North of the Broad	South of the Broad
Single Family [1]	2.82	2.44
Multifamily [2]	2.06	2.20
Total	2.72	2.40

[1] Includes attached and detached single family homes and mobile homes

[2] Includes structures with 2+ units

Source: U.S. Census Bureau, 2013-2017 American Community Survey 5-Year Estimates

## Parks & Recreation Facilities Level of Service & Cost Analysis

The Parks and Recreation Development Impact Fee includes the County’s regional, community, neighborhood, and recreational facilities. Identified by County staff, additional expansion will be necessary to serve future growth. To best address how future parks will be constructed, the incremental methodology is used, applying the 2019 permanent and seasonal population.

### Countywide Parks & Recreation Facilities

As shown in Figure 6, there are two regional parks with a total area of 510.72 acres. The land costs have been calculated based on the location of the parks and the improvement costs are based on the cost to replace the existing improvements. The regional parks total \$27.7 million in land costs and \$15.9 million in improvement costs.

To calculate the current level of service, the total acreage is divided by the current countywide population. As a result, there are 2.29 acres per 1,000 persons (510.72 acres / 222,834 residents = 2.29 acres per 1,000 persons, rounded).

The level of service is combined separately with the average land cost per acre and the average improvement cost per acre to calculate the capital cost per person. This results in the capital cost per person totaling \$195 (2.29 acres per 1,000 persons x \$54,241 per acre of parkland = \$124 per person; 2.29 acres per 1,000 persons x \$31,168 per acre of park improvements = \$71 per person; \$124 + \$71 = \$195).

**Figure 6. Regional Park Level of Service and Cost Factors**

Facility	Acres	Land Cost	Improvement Cost
Buckwalter Park	142.72	\$22,549,760	\$11,230,000
Burton Wells Park	368.00	\$5,152,000	\$4,687,900
<b>Total</b>	<b>510.72</b>	<b>\$27,701,760</b>	<b>\$15,917,900</b>

<i>Level-of-Service Standards</i>	Land Cost	Improvement Cost
Residential Share	100.0%	100.0%
Share of Facility Acres	510.72	510.72
2019 Countywide Population	222,834	222,834
<b>Acres per 1,000 Persons</b>	<b>2.29</b>	<b>2.29</b>

<i>Cost Analysis</i>	Land Cost	Improvement Cost
Acres per 1,000 Persons	2.29	2.29
Average Cost per Acre	\$54,241	\$31,168
<b>Capital Cost Per Person</b>	<b>\$124</b>	<b>\$71</b>

### North of the Broad Parks & Recreation Facilities

There are four community parks with a total area of 89.80 acres in the North of the Broad Service Area. The cost to purchase new parkland in the north has been determined to cost \$14,000 per acre<sup>1</sup> while improvement costs are based on the cost to replace the existing improvements. The community parks total \$1.3 million in land costs and \$5 million in improvement costs.

To calculate the current level of service, the total acreage is divided by the current population north of the Broad River. As a result, there are 1.01 acres per 1,000 persons (89.80 acres / 88,819 residents = 1.01 acres per 1,000 persons, rounded).

The level of service is combined separately with the average land cost per acre and the average improvement cost per acre to calculate the capital cost per person. This results in the capital cost per person totaling \$70 (1.01 acres per 1,000 persons x \$14,000 per acre of parkland = \$14 per person; 1.01 acres per 1,000 persons x \$55,122 per acre of park improvements = \$56 per person; \$14 + \$56 = \$70).

**Figure 7. Community Park Level of Service and Cost Factors – North of the Broad**

Facility	Acres	Land Cost	Improvement Cost
Basil Green	4.74	\$66,360	\$4,000,000
Coursen-Tate Park	17.63	\$246,820	\$800,000
Hamptons Lake Property - Future Park	53.43	\$748,020	-
St. Helena/Wesley Felix	14.00	\$196,000	\$150,000
<b>Total</b>	<b>89.80</b>	<b>\$1,257,200</b>	<b>\$4,950,000</b>

<i>Level-of-Service Standards</i>	Land Cost	Improvement Cost
Residential Share	100.0%	100.0%
Share of Facility Acres	89.80	89.80
2019 North of Broad Population	88,819	88,819
<b>Acres per 1,000 Persons</b>	<b>1.01</b>	<b>1.01</b>

<i>Cost Analysis</i>	Land Cost	Improvement Cost
Acres per 1,000 Persons	1.01	1.01
Average Cost per Acre	\$14,000	\$55,122
<b>Capital Cost Per Person</b>	<b>\$14</b>	<b>\$56</b>

<sup>1</sup> The cost to purchase an acre of parkland in the North Service Area was determined by examining current listings of undeveloped land in the area. Information was provided by a local realty group. Along with the property listings, Beaufort County staff was consulted. From this process, it was established that an acre of parkland would cost Beaufort County \$14,000 in the North of the Broad Service Area.

Listed in Figure 8, there are ten neighborhood parks with a total area of 39.13 acres in the North Service Area. The cost to purchase new parkland in the north has been determined to cost \$14,000 per acre while improvement costs are based on the cost to replace the existing improvements. The neighborhood parks total \$550,000 in land costs and \$2.5 million in improvement costs.

To calculate the current level of service, the total acreage is divided by the current population north of the Broad River. As a result, there are 0.44 acres per 1,000 persons (39.13 acres / 88,819 residents = 0.44 acres per 1,000 persons, rounded).

The level of service is combined separately with the average land cost per acre and the average improvement cost per acre to calculate the capital cost per person. This results in the capital cost per person totaling \$34 (0.44 acres per 1,000 persons x \$14,000 per acre of parkland = \$6 per person; 0.44 acres per 1,000 persons x \$62,612 per acre of park improvements = \$28 per person; \$6 + \$28 = \$34).

**Figure 8. Neighborhood Park Level of Service and Cost Factors – North of the Broad**

Facility	Acres	Land Cost	Improvement Cost
Agnes A Major	4.16	\$58,240	\$550,000
Bob Jones Field	3.90	\$54,600	\$50,000
Booker T Washington [1]	-	\$0	\$220,000
Broomfield Ballfield	2.00	\$28,000	\$220,000
Bruce Edgerly (Baseball field)	2.98	\$41,720	\$400,000
Dale Center [1]	-	\$0	\$340,000
Gloria Potts/Seaside	4.20	\$58,800	\$170,000
Metz Field (Baseball field)	3.00	\$42,000	\$220,000
Shell Point Park	14.84	\$207,760	\$180,000
Southside Tennis Court	4.05	\$56,700	\$100,000
<b>Total</b>	<b>39.13</b>	<b>\$547,820</b>	<b>\$2,450,000</b>

<i>Level-of-Service Standards</i>	Land Cost	Improvement Cost
Residential Share	100.0%	100.0%
Share of Facility Acres	39.13	39.13
2019 North of Broad Population	88,819	88,819
<b>Acres per 1,000 Persons</b>	<b>0.44</b>	<b>0.44</b>

<i>Cost Analysis</i>	Land Cost	Improvement Cost
Acres per 1,000 Persons	0.44	0.44
Average Cost per Acre	\$14,000	\$62,612
<b>Capital Cost Per Person</b>	<b>\$6</b>	<b>\$28</b>

[1] Note: the land for the facility is not owned by Beaufort County

The recreational facilities in the North Service Area are listed in Figure 9. There are five facilities which total 5.71 acres. The cost to purchase new parkland in the north has been determined to cost \$14,000 per

acre while improvement costs are based on the cost to replace the existing improvements. The recreational facilities total \$80,000 in land costs and \$3.9 million in improvement costs.

To calculate the current level of service, the total acreage is divided by the current population north of the Broad River. As a result, there are 0.06 acres per 1,000 persons (5.71 acres / 88,819 residents = 0.06 acres per 1,000 persons, rounded).

The level of service is combined separately with the average land cost per acre and the average improvement cost per acre to calculate the capital cost per person. This results in the capital cost per person totaling \$41 (0.06 acres per 1,000 persons x \$14,000 per acre of parkland = \$1 per person; 0.06 acres per 1,000 persons x \$674,256 per acre of park improvements = \$40 per person; \$1 + \$40 = \$41).

**Figure 9. Recreational Facility Level of Service and Cost Factors – North of the Broad**

Facility	Acres	Land Cost	Improvement Cost
Battery Creek Pool [1]	-	-	\$750,000
Beaufort Pool [1]	-	-	\$75,000
Beaufort Tennis	3.00	\$42,000	\$140,000
Charles Lind Brown	1.63	\$22,820	\$2,860,000
Port Royal Center	1.08	\$15,120	\$25,000
<b>Total</b>	<b>5.71</b>	<b>\$79,940</b>	<b>\$3,850,000</b>

<i>Level-of-Service Standards</i>	Land Cost	Improvement Cost
Residential Share	100.0%	100.0%
Share of Facility Acres	5.71	5.71
2019 North of Broad Population	88,819	88,819
<b>Acres per 1,000 Persons</b>	<b>0.06</b>	<b>0.06</b>

<i>Cost Analysis</i>	Land Cost	Improvement Cost
Acres per 1,000 Persons	0.06	0.06
Average Cost per Acre	\$14,000	\$674,256
<b>Capital Cost Per Person</b>	<b>\$1</b>	<b>\$40</b>

[1] Note: the land for the facility is owned by Beaufort County School District

### South of the Broad Parks & Recreation Facilities

There is one community park with a total area of 7.8 acres in the South of the Broad Service Area. The cost to purchase new parkland in the south has been determined to cost \$158,000 per acre<sup>2</sup> while improvement costs are based on the cost to replace the existing improvements. The community park totals \$1.2 million in land costs and \$600,000 in improvement costs.

To calculate the current level of service, the total acreage is divided by the current population south of the Broad River. As a result, there are 0.06 acres per 1,000 persons (7.8 acres / 134,015 residents = 0.06 acres per 1,000 persons, rounded).

The level of service is combined separately with the average land cost per acre and the average improvement cost per acre to calculate the capital cost per person. This results in the capital cost per person totaling \$14 (0.06 acres per 1,000 persons x \$158,000 per acre of parkland = \$9 per person; 0.06 acres per 1,000 persons x \$76,923 per acre of park improvements = \$5 per person; \$9 + \$5 = \$14).

**Figure 10. Community Park Level of Service and Cost Factors – South of the Broad**

Facility	Acres	Land Cost	Improvement Cost
Barker Field	7.80	\$1,232,400	\$600,000
<b>Total</b>	<b>7.80</b>	<b>\$1,232,400</b>	<b>\$600,000</b>

<i>Level-of-Service Standards</i>	Land Cost	Improvement Cost
Residential Share	100.0%	100.0%
Share of Facility Acres	7.80	7.80
2019 South of Broad Population	134,015	134,015
<b>Acres per 1,000 Persons</b>	<b>0.06</b>	<b>0.06</b>

<i>Cost Analysis</i>	Land Cost	Improvement Cost
Acres per 1,000 Persons	0.06	0.06
Average Cost per Acre	\$158,000	\$76,923
<b>Capital Cost Per Person</b>	<b>\$9</b>	<b>\$5</b>

<sup>2</sup> The cost to purchase an acre of parkland in the South Service Area was determined by examining current listings of undeveloped land in the area. Information was provided by a local realty group. Along with the property listings, Beaufort County staff was consulted. From this process, it was established that an acre of parkland would cost Beaufort County \$158,000 in the South of the Broad Service Area.

Listed in Figure 11, there are two neighborhood parks with a total area of 5.21 acres in the South Service Area. The cost to purchase new parkland in the south has been determined to cost \$158,000 per acre while improvement costs are based on the cost to replace the existing improvements. The neighborhood parks total \$820,000 in land costs and \$1.4 million in improvement costs.

To calculate the current level of service, the total acreage is divided by the current population south of the Broad River. As a result, there are 0.04 acres per 1,000 persons (5.21 acres / 134,015 residents = 0.04 acres per 1,000 persons, rounded).

The level of service is combined separately with the average land cost per acre and the average improvement cost per acre to calculate the capital cost per person. This results in the capital cost per person totaling \$17 (0.04 acres per 1,000 persons x \$158,000 per acre of parkland = \$6 per person; 0.04 acres per 1,000 persons x \$271,440 per acre of park improvements = \$11 per person; \$6 + \$11 = \$17).

**Figure 11. Neighborhood Park Level of Service and Cost Factors – South of the Broad**

Facility	Acres	Land Cost	Improvement Cost
Hilton Head Annex Park	4.21	\$665,180	\$114,200
M.C. Riley	1.00	\$158,000	\$1,300,000
<b>Total</b>	<b>5.21</b>	<b>\$823,180</b>	<b>\$1,414,200</b>

<i>Level-of-Service Standards</i>	Land Cost	Improvement Cost
Residential Share	100.0%	100.0%
Share of Facility Acres	5.21	5.21
2019 South of Broad Population	134,015	134,015
<b>Acres per 1,000 Persons</b>	<b>0.04</b>	<b>0.04</b>

<i>Cost Analysis</i>	Land Cost	Improvement Cost
Acres per 1,000 Persons	0.04	0.04
Average Cost per Acre	\$158,000	\$271,440
<b>Capital Cost Per Person</b>	<b>\$6</b>	<b>\$11</b>

The recreational facilities in the South Service Area are listed in Figure 12. There are two facilities which total 25 acres. The cost to purchase new parkland in the south has been determined to cost \$158,000 per acre while improvement costs are based on the cost to replace the existing improvements. The recreational facilities total \$4 million in land costs and \$1.3 million in improvement costs.

To calculate the current level of service, the total acreage is divided by the current population south of the Broad River. As a result, there are 0.19 acres per 1,000 persons (25 acres / 134,015 residents = 0.19 acres per 1,000 persons, rounded).

The level of service is combined separately with the average land cost per acre and the average improvement cost per acre to calculate the capital cost per person. This results in the capital cost per

person totaling \$40 (0.19 acres per 1,000 persons x \$158,000 per acre of parkland = \$30 per person; 0.19 acres per 1,000 persons x \$51,200 per acre of park improvements = \$10 per person; \$30 + \$10 = \$40).

**Figure 12. Recreational Facility Level of Service and Cost Factors – South of the Broad**

Facility	Acres	Land Cost	Improvement Cost
Bluffton Center	25.00	\$3,950,000	\$530,000
Bluffton Pool [1]	0.00	\$0	\$750,000
<b>Total</b>	<b>25.00</b>	<b>\$3,950,000</b>	<b>\$1,280,000</b>

<i>Level-of-Service Standards</i>	Land Cost	Improvement Cost
Residential Share	100.0%	100.0%
Share of Facility Acres	25.00	25.00
2019 South of Broad Population	134,015	134,015
<b>Acres per 1,000 Persons</b>	<b>0.19</b>	<b>0.19</b>

<i>Cost Analysis</i>	Land Cost	Improvement Cost
Acres per 1,000 Persons	0.19	0.19
Average Cost per Acre	\$158,000	\$51,200
<b>Capital Cost Per Person</b>	<b>\$30</b>	<b>\$10</b>

[1] Note: the land for the facility is owned by Beaufort County School District

### Credit for Future Debt Payments

To ensure fee-payers avoid potential double payment for annual debt service, TischlerBise included in credit in the development impact fee calculations. The current debt is for five previous capital projects, two in the North and three in the South. Based on the dollar amount, 8 percent of the existing debt is for the North of the Broad level of service and 92 percent is for the South of the Broad level of service.

Following the same methodology as the level of service analysis, annual debt service is applied to only residential development and then divided by annual demand unit (population) to yield payments per person. To account for the time value of money, annual payments are discounted using a net present value formula based on the applicable discount (interest) rate. This results in a credit of \$4 per person in the North and \$31 per person in the South

**Figure 13. Credit for Future Debt Payments**

			Residential - North of the Broad				Residential - South of the Broad			
			Fiscal Year	Payment 8%	Projected Population	Payment/ Capita	Fiscal Year	Payment 92%	Projected Population	Payment/ Capita
	\$628,272	\$628,272	Base Year	\$50,262	88,819	\$0.57	Base Year	\$578,010	134,015	\$4.31
	\$630,222	\$630,222	2020	\$50,418	90,719	\$0.56	2020	\$579,805	136,865	\$4.24
	\$426,016	\$426,016	2021	\$34,081	92,620	\$0.37	2021	\$391,934	139,414	\$2.81
	\$426,584	\$426,584	2022	\$34,127	94,521	\$0.36	2022	\$392,457	141,963	\$2.76
	\$426,700	\$426,700	2023	\$34,136	96,421	\$0.35	2023	\$392,564	144,513	\$2.72
	\$426,652	\$426,652	2024	\$34,132	98,322	\$0.35	2024	\$392,520	147,062	\$2.67
	\$426,145	\$426,145	2025	\$34,092	100,222	\$0.34	2025	\$392,054	149,612	\$2.62
2026-2030	\$2,133,709	\$2,133,709	2026-2030	\$170,697	109,003	\$1.61	2026-2030	\$1,963,013	161,331	\$12.50
2031-2035	\$1,745,037	\$1,745,037	2031-2035	\$139,603	114,924	\$1.25	2031-2035	\$1,605,434	168,955	\$9.72
2036-2039	\$151,655	\$151,655	2036-2039	\$12,132	119,660	\$0.12	2036-2039	\$139,523	175,055	\$0.80
<b>Total</b>	<b>\$7,420,992</b>	<b>\$7,420,993</b>	<b>Total</b>	<b>\$593,679</b>		<b>\$5.88</b>	<b>Total</b>	<b>\$6,827,313</b>		<b>\$45.15</b>
					Discount Rate	5.00%			Discount Rate	5.00%
				<b>Total Credit per Person</b>		<b>\$4</b>		<b>Total Credit per Person</b>		<b>\$31</b>

## Projection of Parks & Recreation Growth-Related Facility Needs

Section 6-1-960(5) of the South Carolina Development Impact Fee Act requires:

*“a description of all system improvements and their costs necessitated by and attributable to new development in the service area, based on the approved land use assumptions, to provide a level of service not to exceed the level of service currently existing in the community or service area, unless a different or higher level of service is required by law, court order, or safety consideration.”*

Section 6-1-960(7) of the South Carolina Development Impact Fee Act requires:

*“the projected demand for system improvements required by new service units projected over a reasonable period of time not to exceed twenty years.”*

### Countywide Parks & Recreation Facilities

To estimate the 10-year growth needs for regional parks in Beaufort County, the current level of service (2.29 acres per 1,000 persons) is applied to the residential growth projected. Including municipalities, Beaufort County is projected to increase by 44,791 residents over the next ten years (see Appendix B). Listed in Figure 14, there will need to be a total of 612.8 acres of regional parks to accommodate the growth, with future development accounting for 102.6 new acres. By applying the average cost of a park (\$85,408 per acre), the total expenditure for the growth is calculated (102.6 acres x \$84,408 = \$8,762,878).

**Figure 14. 10-Year Regional Park Needs to Accommodate Growth – Countywide**

Type of Infrastructure	Level of Service		Demand Unit	Cost / Acre
Regional Parks	Residential	2.29	Acres	\$85,408
	Nonresidential	0.00		

Growth-Related Need for Regional Parks						
Year	Population	Jobs	Residential Acres	Nonresidential Acres	Total Acres	
Base	2019	222,834	66,479	510.2	0.0	510.2
Year 1	2020	227,584	68,104	521.1	0.0	521.1
Year 2	2021	232,034	69,730	531.3	0.0	531.3
Year 3	2022	236,484	71,355	541.5	0.0	541.5
Year 4	2023	240,934	72,980	551.7	0.0	551.7
Year 5	2024	245,384	74,606	561.9	0.0	561.9
Year 6	2025	249,834	76,231	572.1	0.0	572.1
Year 7	2026	254,283	77,856	582.3	0.0	582.3
Year 8	2027	258,733	79,482	592.4	0.0	592.4
Year 9	2028	263,183	81,107	602.6	0.0	602.6
Year 10	2029	267,625	82,733	612.8	0.0	612.8
Ten-Year Increase		44,791	16,254	<b>102.6</b>	<b>0.0</b>	<b>102.6</b>
Projected Expenditure			<b>\$8,762,878</b>	<b>\$0</b>	<b>\$8,762,878</b>	

<b>Growth-Related Expenditures for Regional Parks</b>	<b>\$8,762,878</b>
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### North of the Broad Parks & Recreation Facilities

To estimate the 10-year growth needs for community parks in northern Beaufort County, the current level of service (1.01 acres per 1,000 persons) is applied to the residential growth projected. The North Service Area is projected to increase by 19,000 residents over the next ten years. There will need to be a total of 108.8 acres of community parks to accommodate the growth, with future development accounting for 19.1 new acres. By applying the average cost of a park (\$69,122 per acre), the total expenditure for the growth is calculated (19.1 acres x \$69,122 = \$1,320,240).

**Figure 15. 10-Year Community Park Needs to Accommodate Growth – North of the Broad**

Type of Infrastructure	Level of Service		Demand Unit	Cost / Acre
Community Parks	Residential	1.01	per 1,000 persons	\$69,122
	Nonresidential	0.00	per 1,000 jobs	

Growth-Related Need for Community Parks						
Year	Population	Jobs	Residential Acres	Nonresidential Acres	Total Acres	
Base	2019	88,819	26,435	89.7	0.0	89.7
Year 1	2020	90,719	27,311	91.6	0.0	91.6
Year 2	2021	92,620	28,187	93.5	0.0	93.5
Year 3	2022	94,521	29,063	95.4	0.0	95.4
Year 4	2023	96,421	29,939	97.3	0.0	97.3
Year 5	2024	98,322	30,816	99.3	0.0	99.3
Year 6	2025	100,222	31,692	101.2	0.0	101.2
Year 7	2026	102,123	32,568	103.1	0.0	103.1
Year 8	2027	104,024	33,444	105.0	0.0	105.0
Year 9	2028	105,924	34,320	106.9	0.0	106.9
Year 10	2029	107,819	35,196	108.8	0.0	108.8
Ten-Year Increase		19,000	8,761	<b>19.1</b>	<b>0.0</b>	<b>19.1</b>
			<b>Projected Expenditure</b>	<b>\$1,320,240</b>	<b>\$0</b>	<b>\$1,320,240</b>

**Growth-Related Expenditures for Community Parks | \$1,320,240**

Found in Figure 16, the 10-year growth needs for neighborhood parks in northern Beaufort County is estimated by applying the current level of service (0.44 acres per 1,000 persons) to the projected residential growth. The North Service Area is projected to increase by 19,000 residents over the next ten years. There will need to be a total of 47.4 acres of neighborhood parks to accommodate the growth, with future development accounting for 8.4 new acres. By applying the average cost of a park (\$76,612 per acre), the total expenditure for the growth is calculated (8.4 acres x \$76,612 = \$643,539).

**Figure 16. 10-Year Neighborhood Park Needs to Accommodate Growth – North of the Broad**

Type of Infrastructure	Level of Service		Demand Unit	Cost / Acre
Neighborhood Parks	Residential	0.44	per 1,000 persons	\$76,612
	Nonresidential	0.00	per 1,000 jobs	

Growth-Related Need for Neighborhood Parks						
Year		Population	Jobs	Residential Acres	Nonresidential Acres	Total Acres
Base	2019	88,819	26,435	39.0	0.0	39.0
Year 1	2020	90,719	27,311	39.9	0.0	39.9
Year 2	2021	92,620	28,187	40.7	0.0	40.7
Year 3	2022	94,521	29,063	41.5	0.0	41.5
Year 4	2023	96,421	29,939	42.4	0.0	42.4
Year 5	2024	98,322	30,816	43.2	0.0	43.2
Year 6	2025	100,222	31,692	44.0	0.0	44.0
Year 7	2026	102,123	32,568	44.9	0.0	44.9
Year 8	2027	104,024	33,444	45.7	0.0	45.7
Year 9	2028	105,924	34,320	46.6	0.0	46.6
Year 10	2029	107,819	35,196	47.4	0.0	47.4
Ten-Year Increase		19,000	8,761	<b>8.4</b>	<b>0.0</b>	<b>8.4</b>
<b>Projected Expenditure</b>				<b>\$643,539</b>	<b>\$0</b>	<b>\$643,539</b>

**Growth-Related Expenditures for Neighborhood Parks \$643,539**

The 10-year growth needs for recreational facilities in northern Beaufort County is estimated by applying the current level of service (0.06 acres per 1,000 persons) to the projected residential growth, 19,000 new residents over the next ten years. There will need to be a total of 6.4 acres of recreational facilities to accommodate the growth, with future development accounting for 1.1 new acres. By applying the average cost of a recreational facility (\$688,256 per acre), the total expenditure for the growth is calculated (1.1 acres x \$688,256 = \$757,081).

**Figure 17. 10-Year Recreational Facility Needs to Accommodate Growth – North of the Broad**

Type of Infrastructure	Level of Service		Demand Unit	Cost / Acre
Recreational Facilities	Residential	0.06	Acres	per 1,000 persons
	Nonresidential	0.00		per 1,000 jobs
				\$688,256

Growth-Related Need for Recreational Facilities						
Year	Population	Jobs	Residential Acres	Nonresidential Acres	Total Acres	
Base	2019	88,819	26,435	5.3	0.0	5.3
Year 1	2020	90,719	27,311	5.4	0.0	5.4
Year 2	2021	92,620	28,187	5.5	0.0	5.5
Year 3	2022	94,521	29,063	5.6	0.0	5.6
Year 4	2023	96,421	29,939	5.7	0.0	5.7
Year 5	2024	98,322	30,816	5.8	0.0	5.8
Year 6	2025	100,222	31,692	6.0	0.0	6.0
Year 7	2026	102,123	32,568	6.1	0.0	6.1
Year 8	2027	104,024	33,444	6.2	0.0	6.2
Year 9	2028	105,924	34,320	6.3	0.0	6.3
Year 10	2029	107,819	35,196	6.4	0.0	6.4
Ten-Year Increase		19,000	8,761	1.1	0.0	1.1
Projected Expenditure			\$757,081	\$0	\$757,081	

**Growth-Related Expenditures for Recreational Facilities** | **\$757,081**

**South of the Broad Parks & Recreation Facilities**

To estimate the 10-year growth needs for community parks in southern Beaufort County, the current level of service (0.06 acres per 1,000 persons) is applied to the residential growth projected. The South Service Area is projected to increase by 25,791 residents over the next ten years. As a result, there will need to be a total of 9.5 acres of community parks to accommodate the growth, with future development accounting for 1.5 new acres. By applying the average cost of a park (\$234,923 per acre), the total expenditure for the growth is calculated (1.5 acres x \$234,923 = \$352,385).

**Figure 18. 10-Year Community Park Needs to Accommodate Growth – South of the Broad**

Type of Infrastructure	Level of Service		Demand Unit	Cost / Acre
Community Parks	Residential	0.06	per 1,000 persons	\$234,923
	Nonresidential	0.00	per 1,000 jobs	

Growth-Related Need for Community Parks						
Year		Population	Jobs	Residential Acres	Nonresidential Acres	Total Acres
Base	2019	134,015	40,044	8.0	0.0	8.0
Year 1	2020	136,865	40,793	8.2	0.0	8.2
Year 2	2021	139,414	41,543	8.3	0.0	8.3
Year 3	2022	141,963	42,292	8.5	0.0	8.5
Year 4	2023	144,513	43,041	8.6	0.0	8.6
Year 5	2024	147,062	43,790	8.8	0.0	8.8
Year 6	2025	149,612	44,540	8.9	0.0	8.9
Year 7	2026	152,160	45,289	9.1	0.0	9.1
Year 8	2027	154,709	46,038	9.2	0.0	9.2
Year 9	2028	157,259	46,787	9.4	0.0	9.4
Year 10	2029	159,806	47,537	9.5	0.0	9.5
Ten-Year Increase		25,791	7,493	1.5	0.0	1.5
<b>Projected Expenditure</b>				<b>\$352,385</b>	<b>\$0</b>	<b>\$352,385</b>

<b>Growth-Related Expenditures for Community Parks</b>	<b>\$352,385</b>
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Found in Figure 19, the 10-year growth needs for neighborhood parks in southern Beaufort County is estimated by applying the current level of service (0.04 acres per 1,000 persons) to the projected residential growth. The South Service Area is projected to increase by 25,791 residents over the next ten years. There will need to be a total of 6.3 acres of neighborhood parks to accommodate the growth, with future development accounting for 1.0 new acres. By applying the average cost of a park (\$429,440 per acre), the total expenditure for the growth is calculated (1.0 acres x \$429,440 = \$429,440).

**Figure 19. 10-Year Neighborhood Park Needs to Accommodate Growth – South of the Broad**

Type of Infrastructure	Level of Service		Demand Unit	Cost / Acre
Neighborhood Parks	Residential	0.04	per 1,000 persons	\$429,440
	Nonresidential	0.00	per 1,000 jobs	

Growth-Related Need for Neighborhood Parks						
Year	Population	Jobs	Residential Acres	Nonresidential Acres	Total Acres	
Base	2019	134,015	40,044	5.3	0.0	5.3
Year 1	2020	136,865	40,793	5.4	0.0	5.4
Year 2	2021	139,414	41,543	5.5	0.0	5.5
Year 3	2022	141,963	42,292	5.6	0.0	5.6
Year 4	2023	144,513	43,041	5.7	0.0	5.7
Year 5	2024	147,062	43,790	5.8	0.0	5.8
Year 6	2025	149,612	44,540	5.9	0.0	5.9
Year 7	2026	152,160	45,289	6.0	0.0	6.0
Year 8	2027	154,709	46,038	6.1	0.0	6.1
Year 9	2028	157,259	46,787	6.2	0.0	6.2
Year 10	2029	159,806	47,537	6.3	0.0	6.3
Ten-Year Increase		25,791	7,493	1.0	0.0	1.0
Projected Expenditure			\$429,440	\$0	\$429,440	

**Growth-Related Expenditures for Neighborhood Parks \$429,440**

The 10-year growth needs for recreational facilities in southern Beaufort County is estimated by applying the current level of service (0.19 acres per 1,000 persons) to the projected residential growth, 25,791 new residents over the next ten years. There will need to be a total of 30.3 acres of recreational facilities to accommodate the growth, with future development accounting for 4.9 new acres. By applying the average cost of a recreational facility (\$209,200 per acre), the total expenditure for the growth is calculated (4.9 acres x \$209,200 = \$1,025,080).

**Figure 20. 10-Year Recreational Facility Needs to Accommodate Growth – South of the Broad**

Type of Infrastructure	Level of Service		Demand Unit	Cost / Acre
Recreational Facilities	Residential	0.19	Acres	per 1,000 persons
	Nonresidential	0.00		per 1,000 jobs
				\$209,200

Growth-Related Need for Recreational Facilities						
Year	Population	Jobs	Residential Acres	Nonresidential Acres	Total Acres	
Base	2019	134,015	40,044	25.4	0.0	25.4
Year 1	2020	136,865	40,793	26.0	0.0	26.0
Year 2	2021	139,414	41,543	26.4	0.0	26.4
Year 3	2022	141,963	42,292	26.9	0.0	26.9
Year 4	2023	144,513	43,041	27.4	0.0	27.4
Year 5	2024	147,062	43,790	27.9	0.0	27.9
Year 6	2025	149,612	44,540	28.4	0.0	28.4
Year 7	2026	152,160	45,289	28.9	0.0	28.9
Year 8	2027	154,709	46,038	29.3	0.0	29.3
Year 9	2028	157,259	46,787	29.8	0.0	29.8
Year 10	2029	159,806	47,537	30.3	0.0	30.3
Ten-Year Increase		25,791	7,493	4.9	0.0	4.9
		Projected Expenditure		\$1,025,080	\$0	\$1,025,080

**Growth-Related Expenditures for Recreational Facilities | \$1,025,080**

## Maximum Supportable Parks and Recreation Development Impact Fee

The following figures list the maximum supportable Parks and Recreation Development Impact Fee for the North and South of the Broad Service Areas. Development impact fees for Parks & Recreation facilities are only assessed on residential development and based on household size (i.e., persons per household). Differentiating the fee by housing type allows the results to be more exact about the level of demand (persons per household) a residential development will place on the current infrastructure based on level of service standards. For residential development, the total cost per person is multiplied by the household size to calculate the proposed fee.

The current fee is included in the figure to highlight the change. The maximum supportable fee is higher than the current fee amount in the North and lower in the South.

The fees represent the highest amount supportable for each type of development, which represents new growth’s fair share of the cost for capital facilities. The County may adopt fees that are less than the amounts shown. However, a reduction in development impact fee revenue will necessitate an increase in other revenues, a decrease in planned capital expenditures, and/or a decrease in levels of service.

**Figure 21. Maximum Supportable Parks and Recreation Development Impact Fee – North of the Broad**

**North of the Broad Service Area**

Fee Component	Cost per Person
Regional Parks	\$195
Community Parks	\$70
Neighborhood Parks	\$34
Recreational Facilities	\$41
<b>Gross Total</b>	<b>\$340</b>
<b>Credit for Debt Payments</b>	<b>(\$4)</b>
<b>Net Total</b>	<b>\$336</b>

**Residential**

Housing Type	Persons per Household	Maximum Supportable Fee per Unit	Current Fee [1]	Increase/ (Decrease)
Single Family	2.82	\$948	\$321	\$627
Multifamily	2.06	\$692	\$321	\$371

[1] fee listed is the average of the fees for the current service areas north of the Broad River

**Figure 22. Maximum Supportable Parks and Recreation Development Impact Fee – South of the Broad**

**South of the Broad Service Area**

Fee Component	Cost per Person
Regional Parks	\$195
Community Parks	\$14
Neighborhood Parks	\$17
Recreational Facilities	\$40
<b>Gross Total</b>	<b>\$266</b>
<b>Credit for Debt Payments</b>	<b>(\$31)</b>
<b>Net Total</b>	<b>\$235</b>

**Residential**

Housing Type	Persons per Household	Maximum Supportable Fee per Unit	Current Fee [1]	Increase/ (Decrease)
Single Family	2.44	\$573	\$671	(\$98)
Multifamily	2.20	\$517	\$671	(\$154)

[1] fee listed is the average of the fees for the current service areas south of the Broad River

## Revenue from Parks and Recreation Development Impact Fee

Revenue from the Parks and Recreation Development Impact Fee is estimated in Figure 23 and Figure 24. The following revenue estimations include only the areas of the County where the Parks and Recreation Development Impact Fee is being collected. Those areas are the unincorporated parts of Beaufort County and the Town of Bluffton. No other municipalities have entered into an intergovernmental agreement with Beaufort County to collect on their behalf.

There is projected to be 4,406 new housing units in northern Unincorporated Beaufort County by 2029. To find the revenue, the fee is multiplied by the growth. For example, single family development generates \$3,206,578 in revenue (\$948 x 3,382 units = \$3,206,578). The revenue from the development impact fee covers nearly 60 percent of the anticipated costs from the projected growth. This is a result of no municipalities collecting the County’s development impact fee, but residents using County facilities.

**Figure 23. Estimated Revenue from the Parks & Rec Development Impact Fee – North of the Broad Infrastructure Costs for Parks & Recreation Facilities**

	Total Cost	Growth Cost
Regional Parks	\$3,717,146	\$3,717,146
Community Parks	\$1,320,240	\$1,320,240
Neighborhood Parks	\$643,539	\$643,539
Recreational Facilities	\$757,081	\$757,081
<b>Total Expenditures</b>	<b>\$6,438,006</b>	<b>\$6,438,006</b>

### Projected Development Impact Fee Revenue

		Single Family \$948 per unit	Multifamily \$692 per unit	Retail \$0 per KSF	Office/Service \$0 per KSF	Industrial \$0 per KSF	Institutional \$0 per KSF
Year		Housing Units	Housing Units	KSF	KSF	KSF	KSF
Base	2019	15,141	4,582	459	674	703	107
Year 1	2020	15,479	4,684	475	698	728	110
Year 2	2021	15,817	4,786	491	722	753	114
Year 3	2022	16,155	4,888	507	745	778	118
Year 4	2023	16,492	4,991	523	769	803	122
Year 5	2024	16,830	5,093	539	793	827	125
Year 6	2025	17,168	5,195	555	816	852	129
Year 7	2026	17,506	5,297	571	840	877	133
Year 8	2027	17,844	5,399	587	864	902	137
Year 9	2028	18,181	5,502	603	888	927	141
Year 10	2029	18,524	5,605	619	911	951	144
Ten-Year Increase		3,382	1,024	159	237	248	38
Projected Revenue =>		\$3,206,578	\$708,286	\$0	\$0	\$0	\$0
				<b>Projected Revenue =&gt;</b>		<b><u>\$3,914,863</u></b>	
				<b>Total Expenditures =&gt;</b>		<b><u>\$6,438,006</u></b>	
				<b>General Fund's Share =&gt;</b>		<b><u>\$2,523,143</u></b>	

Listed in Figure 24, there is projected to be 6,447 new housing units in southern Unincorporated Beaufort County and the Town of Bluffton by 2029. To find the revenue, the fee is multiplied by the growth. For example, single family development generates \$2,560,788 in revenue (\$573 x 4,469 units = \$2,560,788). The revenue from the development impact fee covers over 50 percent of the anticipated costs from the projected growth. This is a result of only the Town of Bluffton collecting the County’s development impact fee, while countywide incorporated residents are using County facilities.

**Figure 24. Estimated Revenue from the Parks & Rec Development Impact Fee – South of the Broad Infrastructure Costs for Parks & Recreation Facilities**

	Total Cost	Growth Cost
Regional Parks	\$5,045,732	\$5,045,732
Community Parks	\$352,385	\$352,385
Neighborhood Parks	\$429,440	\$429,440
Recreational Facilities	\$1,025,080	\$1,025,080
<b>Total Expenditures</b>	<b>\$6,852,637</b>	<b>\$6,852,637</b>

**Projected Development Impact Fee Revenue**

		Single Family \$573 per unit	Multifamily \$517 per unit	Retail \$0 per KSF	Office/Service \$0 per KSF	Industrial \$0 per KSF	Institutional \$0 per KSF
Year		Housing Units	Housing Units	KSF	KSF	KSF	KSF
Base	2019	31,421	13,757	2,662	3,394	4,816	1,692
Year 1	2020	31,824	13,930	2,720	3,467	4,923	1,730
Year 2	2021	32,276	14,131	2,788	3,549	5,046	1,773
Year 3	2022	32,728	14,331	2,857	3,632	5,170	1,817
Year 4	2023	33,180	14,532	2,925	3,714	5,293	1,860
Year 5	2024	33,632	14,732	2,994	3,796	5,417	1,904
Year 6	2025	34,084	14,933	3,062	3,879	5,540	1,947
Year 7	2026	34,536	15,133	3,131	3,961	5,664	1,991
Year 8	2027	34,988	15,334	3,199	4,044	5,787	2,034
Year 9	2028	35,440	15,534	3,268	4,126	5,911	2,078
Year 10	2029	35,890	15,735	3,336	4,209	6,034	2,121
Ten-Year Increase		4,469	1,978	674	814	1,219	429
Projected Revenue =>		\$2,560,788	\$1,022,528	\$0	\$0	\$0	\$0
<b>Projected Revenue =&gt;</b>							<b><u>\$3,583,316</u></b>
<b>Total Expenditures =&gt;</b>							<b><u>\$6,852,637</u></b>
<b>General Fund's Share =&gt;</b>							<b><u>\$3,269,321</u></b>

## LIBRARY CIP AND DEVELOPMENT IMPACT FEE CALCULATIONS

### Methodology

Section 6-1-920(18c) of the South Carolina Development Impact Fee Act states that a development impact fee may be imposed on public facilities including:

*"...parks, libraries, and recreational facilities."*

The Library Development Impact Fee is calculated only for residential development and on a per capita basis. The incremental expansion methodology is used to calculate the current level of service for:

- Library branches (north and south of the Broad River service areas)
- Bookmobiles (countywide service area)

Section 6-1-960(1) of the South Carolina Development Impact Fee Act requires:

*"a general description of all existing facilities and their existing deficiencies, within the service area or areas of the governmental entity, a reasonable estimate of all costs, and a plan to develop the funding resources, including existing sources of revenues, related to curing existing deficiencies including, but not limited to, the upgrading, updating, improving, expanding, or replacing of these facilities to meet existing needs and usage."*

Section 6-1-960(2) of the South Carolina Development Impact Fee Act requires:

*"an analysis of total capacity, the level of current usage, and commitments for usage of capacity of existing public facilities, which must be prepared by qualified a professional using generally accepted principles and professional standards."*

It is assumed that only residential growth creates additional demand on library facilities. Furthermore, the library services are being provided based on a service area level (North and South of the Broad). Thus, the service areas have been included in the analysis. Residential development impact fees are calculated on a per capita basis, then converted to an appropriate amount for each type of housing unit based on persons per household factors. Lastly, it has been determined that the current level of service will be calculated based on the unincorporated and incorporated populations of Beaufort County because the municipalities in the County are not currently providing library services, so all populations must use the County's facilities. The population total is the sum of permanent and seasonal residents. There are intergovernmental agreements between Beaufort County and the area's municipalities stating that the municipalities will collect the Library Development Impact Fee on behalf of the County.

## Service Unit for Library Analysis

Section 6-1-960(4) of the South Carolina Development Impact Fee Act requires:

*“a definitive table establishing the specific service unit for each category of system improvements and an equivalency or conversion table establishing the ratio of a service unit to various types of land uses, including residential, commercial, agricultural, and industrial, as appropriate.”*

The “service unit” used for residential development is persons per household (PPHH). This is a measure of, on average, the number of persons residing in each occupied housing unit. As shown in Figure 25, in the North of the Broad Service Area, there are 2.82 persons per single family household and 2.06 persons per multifamily household. In the South of the Broad Service Area, there are 2.44 persons per single family household and 2.20 persons per multifamily household. Factors have been calculate based on data provided by the U.S. Census Bureau’s 2017 ACS 5-year estimates (further discussed in Appendix B).

**Figure 25. Residential Service Units**

Housing Type	North of the Broad	South of the Broad
Single Family [1]	2.82	2.44
Multifamily [2]	2.06	2.20
Total	2.72	2.40

[1] Includes attached and detached single family homes and mobile homes

[2] Includes structures with 2+ units

Source: U.S. Census Bureau, 2013-2017 American Community Survey 5-Year Estimates

## Library Facilities Level of Service & Cost Analysis

The Library Development Impact Fee includes the County’s library branches and bookmobiles. Identified by County staff, additional expansion will be necessary to serve future growth. The incremental methodology is applied and the 2019 population for each service area is used in the calculations.

As shown in Figure 26, there are three library branches in the northern service area which total 59,747 square feet. It was determined that the cost to build a new library would average \$285 per square foot. The total replacement cost of the facilities is \$17,027,895.

To calculate the current level of service for library branches in the North of the Broad Service Area, the total floor area is divided by the current population in the north. As a result, there is 0.67 square feet per person (59,747 square feet / 88,819 residents = 0.67 square feet per person, rounded).

The level of service is combined with the average cost per library square foot to calculate the capital cost per person. This results in the capital cost per person totaling \$191 (0.67 square feet per person x \$285 per square foot = \$191 per person, rounded).

**Figure 26. Library Branch Level of Service and Cost Factors – North of the Broad**

Facility	Square Feet	Cost per Square Foot	Replacement Cost
Beaufort Branch	32,747	\$285	\$9,332,895
Lobeco Branch	4,000	\$285	\$1,140,000
St. Helena Branch	23,000	\$285	\$6,555,000
<b>TOTAL</b>	<b>59,747</b>		<b>\$17,027,895</b>

<i>Level-of-Service Standards</i>	<b>Residential</b>
Proportionate Share	100.0%
Share of Facility Square Feet	59,747
2019 North of Broad Population	88,819
<b>Square Feet per Person</b>	<b>0.67</b>

<i>Cost Analysis</i>	<b>Residential</b>
Square Feet per Person	0.67
Average Cost per Square Foot	\$285
<b>Capital Cost Per Person</b>	<b>\$191</b>

Listed in Figure 27, there are three library branches in the southern service area which total 50,450 square feet. It was determined that the cost to build a new library would average \$285 per square foot. The total replacement cost of the facilities is \$14,378,250.

To calculate the current level of service for library branches in the South of the Broad Service Area, the total floor area is divided by the current population in the south. As a result, there is 0.38 square feet per person (50,450 square feet / 134,015 residents = 0.38 square feet per person, rounded).

The level of service is combined with the average cost per library square foot to calculate the capital cost per person. This results in the capital cost per person totaling \$108 (0.38 square feet per person x \$285 per square foot = \$108 per person, rounded).

**Figure 27. Library Branch Level of Service and Cost Factors – South of the Broad**

Facility	Square Feet	Cost per Square Foot	Replacement Cost
Bluffton Branch	25,450	\$285	\$7,253,250
Hilton Head Branch	25,000	\$285	\$7,125,000
<b>TOTAL</b>	<b>50,450</b>		<b>\$14,378,250</b>

<i>Level-of-Service Standards</i>	Residential
Proportionate Share	100.0%
Share of Facility Square Feet	50,450
2019 South of Broad Population	134,015
<b>Square Feet per Person</b>	<b>0.38</b>

<i>Cost Analysis</i>	Residential
Square Feet per Person	0.38
Average Cost per Square Foot	\$285
<b>Capital Cost Per Person</b>	<b>\$108</b>

To better address local demands, the County has been providing bookmobile services countywide. The County currently has two bookmobiles and the replacement cost for one vehicle is \$150,000. To calculate the current level of service for bookmobiles, the total fleet is divided by the countywide population. As a result, there are 0.009 bookmobiles per 1,000 persons (2 bookmobiles / 222,834 residents = 0.009 bookmobiles per 1,000 persons, rounded). The level of service is combined with the average cost per bookmobile to calculate the capital cost per person. This results in the capital cost per person totaling \$1 (0.009 bookmobiles per 1,000 persons x \$150,000 per bookmobile = \$1 per person, rounded).

**Figure 28. Bookmobile Level of Service and Cost Factors**

Facility	Vehicles	Cost per Vehicle	Replacement Cost
Bookmobiles	2	\$150,000	\$300,000
<b>TOTAL</b>	<b>2</b>		<b>\$300,000</b>

<i>Level-of-Service Standards</i>	Residential
Proportionate Share	100.0%
Share of Vehicles	2
2019 Countywide Population	222,834
<b>Vehicles per 1,000 persons</b>	<b>0.009</b>

<i>Cost Analysis</i>	Residential
Vehicles per 1,000 persons	0.009
Average Cost per Vehicle	\$150,000
<b>Capital Cost Per Person</b>	<b>\$1</b>

### Credit for Future Debt Payments

To ensure fee-payers avoid potential double payment for annual debt service, TischlerBise included in credit in the development impact fee calculations. The current debt is for the St. Helena Library Branch which is serving the population north of the Broad River, so the credit is only applied to the North of the Broad Service area.

Following the same methodology as the level of service analysis, annual debt service is applied to only residential development and then divided by annual demand unit (population) to yield payments per person. To account for the time value of money, annual payments are discounted using a net present value formula based on the applicable discount (interest) rate. This results in a credit of \$33 per person.

**Figure 29. Credit for Future Debt Payments – North of the Broad**

Fiscal Year	Payment	Residential 100%	<b>Residential</b>	
Base Year	\$439,658	\$439,658	Fiscal Year	Payment
2020	\$415,989	\$415,989	2020	\$415,989
2021	\$280,980	\$280,980	2021	\$280,980
2022	\$280,980	\$280,980	2022	\$280,980
2023	\$280,980	\$280,980	2023	\$280,980
2024	\$280,980	\$280,980	2024	\$280,980
2025	\$280,980	\$280,980	2025	\$280,980
2026	\$280,980	\$280,980	2026	\$280,980
2027	\$280,980	\$280,980	2027	\$280,980
2028	\$280,980	\$280,980	2028	\$280,980
2029	\$280,980	\$280,980	2029	\$280,980
2030	\$280,980	\$280,980	2030	\$280,980
2031	\$280,980	\$280,980	2031	\$280,980
2032	\$280,980	\$280,980	2032	\$280,980
2033	\$280,980	\$280,980	2033	\$280,980
2034	\$280,980	\$280,980	2034	\$280,980
<b>Total</b>	<b>\$4,789,367</b>	<b>\$4,789,367</b>	<b>Total</b>	<b>\$3,384,467</b>
				Projected Population
				Base Year
				2020
				2021
				2022
				2023
				2024
				2025
				2026
				2027
				2028
				2029
				2030
				2031
				2032
				2033
				2034
				<b>Total</b>
				Payment/
				Capita
				Base Year
				2020
				2021
				2022
				2023
				2024
				2025
				2026
				2027
				2028
				2029
				2030
				2031
				2032
				2033
				2034
				<b>Total</b>
				Discount Rate
				5.00%
				<b>Total Credit</b>
				<b>\$33</b>

## Projection of Library Growth-Related Facility Needs

Section 6-1-960(5) of the South Carolina Development Impact Fee Act requires:

*“a description of all system improvements and their costs necessitated by and attributable to new development in the service area, based on the approved land use assumptions, to provide a level of service not to exceed the level of service currently existing in the community or service area, unless a different or higher level of service is required by law, court order, or safety consideration.”*

Section 6-1-960(7) of the South Carolina Development Impact Fee Act requires:

*“the projected demand for system improvements required by new service units projected over a reasonable period of time not to exceed twenty years.”*

To estimate the 10-year growth needs for library branches in the North of the Broad Service Area, the current level of service (0.67 square feet per person) is applied to the residential growth projected for the entire service area. Including municipalities, northern Beaufort County is projected to increase by 19,000 residents over the next ten years (see Appendix B). Listed in Figure 30, there will need to be a total of 72,238 square feet of library branches to accommodate the growth, with future development accounting for 12,730 new square feet. By applying the average cost of a building (\$285 per square feet), the total expenditure for the growth is calculated (12,730 square feet x \$285 = \$3,628,050).

**Figure 30. 10-Year Library Branches Facility Needs to Accommodate Growth – North of the Broad**

Type of Infrastructure	Level of Service		Demand Unit	Unit Cost / Sq. Ft.
Library Branches	Residential	0.67	Square Feet	\$285
	Nonresidential	0.00		

Growth-Related Need for Library Branches						
Year	Population	Jobs	Residential Square Feet	Nonresidential Square Feet	Total Square Feet	
Base	2019	88,819	26,435	59,508	0	59,508
Year 1	2020	90,719	27,311	60,781	0	60,781
Year 2	2021	92,620	28,187	62,055	0	62,055
Year 3	2022	94,521	29,063	63,329	0	63,329
Year 4	2023	96,421	29,939	64,602	0	64,602
Year 5	2024	98,322	30,816	65,875	0	65,875
Year 6	2025	100,222	31,692	67,148	0	67,148
Year 7	2026	102,123	32,568	68,422	0	68,422
Year 8	2027	104,024	33,444	69,696	0	69,696
Year 9	2028	105,924	34,320	70,969	0	70,969
Year 10	2029	107,819	35,196	72,238	0	72,238
Ten-Year Increase		19,000	8,761	<b>12,730</b>	<b>0</b>	<b>12,730</b>
			<b>Projected Expenditure</b>	<b>\$3,628,050</b>	<b>\$0</b>	<b>\$3,628,050</b>

**Growth-Related Expenditures for Library Branches \$3,628,050**

To estimate the 10-year growth needs for library branches in the South of the Broad Service Area, the current level of service (0.38 square feet per person) is applied to the residential growth projected for the entire service area. Including municipalities, southern Beaufort County is projected to increase by 25,791 residents over the next ten years (see Appendix B). Listed in Figure 31, there will need to be a total of 60,726 square feet of library branches to accommodate the growth, with future development accounting for 9,801 new square feet. By applying the average cost of a building (\$285 per square feet), the total expenditure for the growth is calculated (9,801 square feet x \$285 = \$2,793,285).

**Figure 31. 10-Year Library Branches Facility Needs to Accommodate Growth – South of the Broad**

Type of Infrastructure	Level of Service		Demand Unit	Unit Cost / Sq. Ft.
Library Branches	Residential	0.38	Square Feet	\$285
	Nonresidential	0.00		

Growth-Related Need for Library Branches						
Year		Population	Jobs	Residential Square Feet	Nonresidential Square Feet	Total Square Feet
Base	2019	134,015	40,044	50,925	0	50,925
Year 1	2020	136,865	40,793	52,008	0	52,008
Year 2	2021	139,414	41,543	52,977	0	52,977
Year 3	2022	141,963	42,292	53,945	0	53,945
Year 4	2023	144,513	43,041	54,914	0	54,914
Year 5	2024	147,062	43,790	55,883	0	55,883
Year 6	2025	149,612	44,540	56,852	0	56,852
Year 7	2026	152,160	45,289	57,820	0	57,820
Year 8	2027	154,709	46,038	58,789	0	58,789
Year 9	2028	157,259	46,787	59,758	0	59,758
Year 10	2029	159,806	47,537	60,726	0	60,726
Ten-Year Increase		25,791	7,493	<b>9,801</b>	<b>0</b>	<b>9,801</b>
<b>Projected Expenditure</b>				<b>\$2,793,285</b>	<b>\$0</b>	<b>\$2,793,285</b>

**Growth-Related Expenditures for Library Branches | \$2,793,285**

To estimate the 10-year growth needs for bookmobiles countywide, the current level of service (0.009 vehicles per 1,000 persons) is applied to the residential growth projected countywide. Including municipalities, Beaufort County is projected to increase by 44,791 residents over the next ten years (see Appendix B). Listed in Figure 32, there will need to be a total of 2.4 bookmobiles to accommodate the growth, with future development accounting for 0.4 new bookmobiles. By applying the average cost of a bookmobile (\$150,000), the total expenditure for the growth is calculated (0.4 bookmobiles x \$150,000 = \$60,000).

**Figure 32. 10-Year Bookmobile Facility Needs to Accommodate Growth - Countywide**

Type of Infrastructure	Level of Service		Demand Unit	Unit Cost / Sq. Ft.
Bookmobiles	Residential	0.009	Vehicles	per 1,000 persons
	Nonresidential	0.00		per jobs

Growth-Related Need for Bookmobiles						
Year	Population	Jobs	Residential Square Feet	Nonresidential Square Feet	Total Square Feet	
Base	2019	222,834	66,479	2.0	0.0	2.0
Year 1	2020	227,584	68,104	2.0	0.0	2.0
Year 2	2021	232,034	69,730	2.1	0.0	2.1
Year 3	2022	236,484	71,355	2.1	0.0	2.1
Year 4	2023	240,934	72,980	2.2	0.0	2.2
Year 5	2024	245,384	74,606	2.2	0.0	2.2
Year 6	2025	249,834	76,231	2.2	0.0	2.2
Year 7	2026	254,283	77,856	2.3	0.0	2.3
Year 8	2027	258,733	79,482	2.3	0.0	2.3
Year 9	2028	263,183	81,107	2.4	0.0	2.4
Year 10	2029	267,625	82,733	2.4	0.0	2.4
Ten-Year Increase		44,791	16,254	0.4	0.0	0.4
<b>Projected Expenditure</b>			<b>\$60,000</b>	<b>\$0</b>	<b>\$60,000</b>	

<b>Growth-Related Expenditures for Bookmobiles</b>	<b>\$60,000</b>
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## Maximum Supportable Library Development Impact Fee

Figure 33 shows the maximum supportable Library Development Impact Fee for the North and South of the Broad Service Areas. Development impact fees for library facilities are based on household size (i.e., persons per household) for residential development. The fee is only assessed on residential development. Differentiating the fee by housing type allows the results to be more exact about the level of demand (persons per household) a residential development will place on the current infrastructure based on level of service standards. For residential development, the total cost per person is multiplied by the household size to calculate the proposed fee. The current fee is included in the figure to highlight the change.

The fees represent the highest amount supportable for each type of development, which represents new growth's fair share of the cost for capital facilities. The County may adopt fees that are less than the amounts shown. However, a reduction in development impact fee revenue will necessitate an increase in other revenues, a decrease in planned capital expenditures, and/or a decrease in levels of service.

**Figure 33. Maximum Supportable Library Development Impact Fee**

### North of the Broad Service Area

Fee Component	Cost per Person
Library Branches	\$191
Book Mobiles	\$1
<b>Gross Total</b>	<b>\$192</b>
<b>Credit for Debt Payments</b>	<b>(\$33)</b>
<b>Net Total</b>	<b>\$159</b>

### Residential

Housing Type	Persons per Household	Maximum Supportable Fee per Unit	Current Fee	Increase/ (Decrease)
Single Family	2.82	\$448	\$553	(\$105)
Multifamily	2.06	\$328	\$553	(\$225)

### South of the Broad Service Area

Fee Component	Cost per Person
Library Branches	\$108
Book Mobiles	\$1
<b>Gross Total</b>	<b>\$109</b>
<b>Credit for Debt Payments</b>	<b>\$0</b>
<b>Net Total</b>	<b>\$109</b>

### Residential

Housing Type	Persons per Household	Maximum Supportable Fee per Unit	Current Fee	Increase/ (Decrease)
Single Family	2.44	\$266	\$553	(\$287)
Multifamily	2.20	\$240	\$553	(\$313)

## Revenue from Library Development Impact Fee

Revenue from the Library Development Impact Fee is estimated in Figure 34 and Figure 35. Since all municipalities have intergovernmental agreements with Beaufort County or are considering joining the program, the revenue estimations include countywide growth.

There is projected to be 8,034 new housing units in northern Beaufort County by 2029. To find the revenue, the fee is multiplied by the growth. For example, single family development generates \$2,762,942 in revenue (\$448 x 6,167 units = \$2,762,942). The revenue from the development impact fee covers nearly all the capital costs generated by projected growth. The small remaining balance of the projected expenditures is expected because of the credit applied to prevent double payment.

**Figure 34. Estimated Revenue from the Library Development Impact Fee – North of the Broad Infrastructure Costs for Library Facilities**

	Total Cost	Growth Cost
Library Branches	\$3,628,050	\$3,628,050
Bookmobiles	\$25,420	\$25,420
<b>Total Expenditures</b>	<b>\$3,653,470</b>	<b>\$3,653,470</b>

### Projected Development Impact Fee Revenue

		Single Family \$448 per unit	Multifamily \$328 per unit	Retail \$0 per KSF	Office/Service \$0 per KSF	Industrial \$0 per KSF	Institutional \$0 per KSF	
Year		Housing Units	Housing Units	KSF	KSF	KSF	KSF	
Base	2018	27,589	8,348	2,321	3,970	3,885	1,074	
Year 1	2019	28,206	8,535	2,401	4,100	4,015	1,109	
Year 2	2020	28,823	8,722	2,480	4,230	4,144	1,143	
Year 3	2021	29,440	8,909	2,559	4,360	4,273	1,178	
Year 4	2022	30,058	9,095	2,639	4,490	4,403	1,213	
Year 5	2023	30,675	9,282	2,718	4,620	4,532	1,248	
Year 6	2024	31,292	9,469	2,797	4,750	4,661	1,283	
Year 7	2025	31,909	9,656	2,877	4,880	4,791	1,318	
Year 8	2026	32,526	9,843	2,956	5,010	4,920	1,353	
Year 9	2027	33,144	10,029	3,035	5,140	5,049	1,388	
Year 10	2028	33,756	10,215	3,115	5,270	5,179	1,423	
Ten-Year Increase		6,167	1,866	793	1,300	1,293	349	
Projected Revenue =>		\$2,762,942	\$612,120	\$0	\$0	\$0	\$0	
							<b>Projected Revenue =&gt;</b>	<b>\$3,375,062</b>
							<b>Total Expenditures =&gt;</b>	<b>\$3,653,470</b>
							<b>General Fund's Share =&gt;</b>	<b>\$278,408</b>

Listed in Figure 35, there is projected to be 10,929 new housing units in southern Beaufort County by 2029. To find the revenue, the fee is multiplied by the growth. For example, single family development generates \$2,100,793 in revenue (\$266 x 7,898 units = \$2,100,793). The revenue from the development impact fee covers all the capital costs generated by projected growth (rounding in the calculations result in the revenue slightly exceeding the expenditures).

**Figure 35. Estimated Revenue from the Library Development Impact Fee – South of the Broad**  
Infrastructure Costs for Library Facilities

	Total Cost	Growth Cost
Library Branches	\$2,793,285	\$2,793,285
Bookmobiles	\$34,580	\$34,580
<b>Total Expenditures</b>	<b>\$2,827,865</b>	<b>\$2,827,865</b>

**Projected Development Impact Fee Revenue**

		Single Family \$266 per unit	Multifamily \$240 per unit	Retail \$0 per KSF	Office/Service \$0 per KSF	Industrial \$0 per KSF	Institutional \$0 per KSF	
Year		Housing Units	Housing Units	KSF	KSF	KSF	KSF	
Base	2018	44,852	15,253	4,486	5,287	5,424	1,845	
Year 1	2019	45,642	15,555	4,564	5,376	5,544	1,884	
Year 2	2020	46,431	15,858	4,642	5,466	5,665	1,923	
Year 3	2021	47,221	16,160	4,720	5,555	5,785	1,962	
Year 4	2022	48,009	16,464	4,797	5,645	5,906	2,001	
Year 5	2023	48,798	16,767	4,875	5,734	6,026	2,040	
Year 6	2024	49,588	17,069	4,953	5,824	6,146	2,079	
Year 7	2025	50,377	17,372	5,030	5,913	6,267	2,118	
Year 8	2026	51,166	17,675	5,108	6,003	6,387	2,157	
Year 9	2027	51,955	17,978	5,186	6,092	6,508	2,196	
Year 10	2028	52,750	18,283	5,263	6,182	6,628	2,235	
Ten-Year Increase		7,898	3,031	777	895	1,204	389	
Projected Revenue =>		\$2,100,793	\$727,387	\$0	\$0	\$0	\$0	
							<b>Projected Revenue =&gt;</b>	<b>\$2,828,181</b>
							<b>Total Expenditures =&gt;</b>	<b>\$2,827,865</b>
							<b>General Fund's Share =&gt;</b>	<b>\$0</b>

## PUBLIC SAFETY CIP AND DEVELOPMENT IMPACT FEE CALCULATIONS

### Methodology

Section 6-1-920(18f) of the South Carolina Development Impact Fee Act states that a development impact fee may be imposed on public facilities including:

*“...public safety facilities, including law enforcement, fire, emergency medical and rescue, and street lighting facilities.”*

The Public Safety development impact fee includes components for emergency medical services (EMS). The components include:

- EMS stations (countywide service area, excluding Hilton Head Island)
- EMS vehicles (countywide service area, excluding Hilton Head Island)

An incremental expansion methodology is applied to each component. Costs are allocated to both residential and nonresidential development using different demand indicators for each type of development.

Section 6-1-960(1) of the South Carolina Development Impact Fee Act requires:

*“a general description of all existing facilities and their existing deficiencies, within the service area or areas of the governmental entity, a reasonable estimate of all costs, and a plan to develop the funding resources, including existing sources of revenues, related to curing existing deficiencies including, but not limited to, the upgrading, updating, improving, expanding, or replacing of these facilities to meet existing needs and usage.”*

Section 6-1-960(2) of the South Carolina Development Impact Fee Act requires:

*“an analysis of total capacity, the level of current usage, and commitments for usage of capacity of existing public facilities, which must be prepared by qualified a professional using generally accepted principles and professional standards.”*

Residential development impact fees are calculated on a per capita basis, then converted to an appropriate amount for each type of housing unit based on persons per housing unit factors. Nonresidential development impact fees are calculated using nonresidential vehicle trips. Trip generation rates are highest for commercial/retail development and lowest for industrial development, whereas trip rates for office & institutional development fall between the other two categories. Using vehicle trip rates ensures that development impact fees are consistent with the relative demand for Public Safety services from nonresidential development.

Furthermore, it has been determined that EMS services are being provided at a countywide basis except for Hilton Head Island. The Town of Hilton Head Island provides EMS services within its jurisdiction. As a result, the current level of service for the EMS components are calculated using countywide totals less Hilton Head Island.

## Service Units for Public Safety

Section 6-1-960(4) of the South Carolina Development Impact Fee Act requires:

*“a definitive table establishing the specific service unit for each category of system improvements and an equivalency or conversion table establishing the ratio of a service unit to various types of land uses, including residential, commercial, agricultural, and industrial, as appropriate.”*

The “service unit” used for residential development is persons per household (PPHH). This is a measure of, on average, the number of persons residing in each housing unit. As shown in Figure 36, there are 2.65 persons per single family household and 2.18 persons per multifamily household, based on the U.S. Census Bureau’s 2017 ACS 5-year estimates (further discussed in Appendix B).

**Figure 36. Residential Service Units**

Housing Type	Persons	Housing Units	Persons per Housing Unit	Households	Persons per Household
Single Family [1]	119,994	54,231	2.21	45,315	2.65
Multifamily [2]	14,370	8,174	1.76	6,601	2.18
Total	134,364	62,405	2.15	51,916	2.59

[1] Includes attached and detached single family homes

[2] Includes structures with 2+ units

Source: U.S. Census Bureau, 2013-2017 American Community Survey 5-Year Estimates

TischlerBise recommends using nonresidential vehicle trips as the nonresidential “service unit” for Public Safety infrastructure. Average weekday vehicle trip ends for nonresidential development are from the 10th edition of the reference book, Trip Generation, published in 2017 by the Institute of Transportation Engineers. A “trip end” represents a vehicle either entering or exiting a development (as if a traffic counter were placed across a driveway). Trip ends for nonresidential development are calculated per thousand square feet.

Trip generation rates are used for nonresidential development because vehicle trips are highest for retail developments, such as shopping centers, and lowest for industrial development. Office and institutional trip rates fall between the other two categories. This ranking of trip rates is consistent with the relative demand for public safety services from nonresidential development. Other possible nonresidential demand indicators, such as employment or floor area, will not accurately reflect the demand for service. For example, if employees per thousand square feet were used as the demand indicator, public safety development fees would be disproportionately high for office and institutional development because offices typically have more employees per 1,000 square feet than retail uses. If floor area were used as the demand indicator, public safety development fees would be disproportionately high for industrial development.

For nonresidential land uses, the standard 50 percent adjustment is applied to Office/Service, Industrial, and Institutional. A lower vehicle trip adjustment factor is used for Retail because this type of development attracts vehicles as they pass-by on arterial and collector roads. For example, when

someone stops at a convenience store on their way home from work, the convenience store is not their primary destination. Further detail on vehicle trip factors can be found in Appendix B: Land Use Assumptions.

**Figure 37. Nonresidential Service Units**

Land Use Type	Adj. Veh. Trips per 1,000 Sq. Ft.
Retail	14.35
Office/Service	4.87
Institutional	1.97
Industrial	9.76

Source: Trip Generation, Institute of Transportation Engineers, 10th Edition (2017)

Both residential and nonresidential developments increase the demand on Public Safety facilities. To calculate the proportional share between residential and nonresidential demand on EMS facilities and vehicles, 2018 EMS calls for service are used. Shown in Figure 38, 64 percent of the calls were from residential locations, 18 percent were from nonresidential locations, and 19 percent were from vehicle traffic. The vehicle miles traveled (VMT) in the County were used to attributed the traffic calls to residential and nonresidential locations. After attributing the traffic calls, 79 percent of EMS service calls were estimated to come from residential locations and 21 percent of EMS service calls were estimated to come from nonresidential locations.

**Figure 38. Beaufort County EMS Service Calls**

Location	2018 Calls	%
Residential	10,032	64%
Nonresidential	2,767	18%
Traffic	2,952	19%
Total	15,751	100%

Traffic Calls	Vehicle Miles Traveled (VMT)	%
Residential	1,629,620	80%
Nonresidential	410,308	20%
Total	2,039,928	100%

Location	2018 Calls	%
Residential	12,390	<b>79%</b>
Nonresidential	3,361	<b>21%</b>
Total	15,751	100%

Source: Beaufort County EMS Department

## EMS Facilities Level of Service & Cost Analysis

The Public Safety Development Impact Fee includes the facilities that house the County's EMS services. Identified by County staff, additional expansion will be necessary to serve future growth. Two stations (EMS 10 and 11) are currently under construction and are anticipated to be operational by 2021. These stations are considered in the current level of service, which requires the 2021 population and nonresidential vehicle trips to be included in the analysis.

As shown in Figure 39, the EMS Department occupies 14 buildings, totaling 35,530 square feet. To determine the level of service factors for the development impact fee, the EMS calls for service percentages are used to allocate the facility floor area in the figure. Of the total square feet, 28,069 is allocated to residential growth and 7,461 is allocated to nonresidential growth.

The allocated floor area of the Beaufort County EMS facilities is divided by the 2021 residential and nonresidential demand units (population and nonresidential vehicle trips). The result is the current level of service for EMS stations in the County. Specifically, 0.17 square feet of facility per person and 0.06 square feet per nonresidential vehicle trip.

From County staff, the new station construction costs an average of \$413 per square foot. That cost factor is used to determine the replacement cost of the other stations. To find the capital cost per person or per nonresidential vehicle trip, the level of service standards are applied to the average cost per square foot. For example, the residential cost per person is \$70 (0.17 square feet per person x \$413 per square foot = \$70 per person, rounded).

Figure 39. EMS Station Level of Service and Cost Factors

Facility	Square Feet	Cost per Square Foot	Replacement Cost
EMS Base	10,551	\$413	\$4,357,563
EMS 2	1,840	\$413	\$759,920
EMS 3	1,679	\$413	\$693,427
EMS 4	1,226	\$413	\$506,338
EMS 5	1,158	\$413	\$478,254
EMS 6	2,037	\$413	\$841,281
EMS 7	1,564	\$413	\$645,932
EMS 8	1,568	\$413	\$647,584
EMS 9	2,044	\$413	\$844,172
EMS 10	3,712	\$413	\$1,533,056
EMS 11	4,044	\$413	\$1,670,172
EMS 25	1,284	\$413	\$530,292
EMS 26	1,155	\$413	\$477,015
EMS 27	1,668	\$413	\$688,884
<b>TOTAL</b>	<b>35,530</b>		<b>\$14,673,890</b>

<i>Level-of-Service Standards</i>	Residential	Nonresidential
Proportionate Share	79%	21%
Share of Facility Square Feet	28,069	7,461
2021 Population or Nonres. Trips [1]	167,928	119,945
<b>Square Feet per Person or Nonres. Trip</b>	<b>0.17</b>	<b>0.06</b>

<i>Cost Analysis</i>	Residential	Nonresidential
Square Feet per Person or Nonres. Trips	0.17	0.06
Average Cost per Square Foot	\$413	\$413
<b>Capital Cost Per Person or Nonres. Trip</b>	<b>\$70</b>	<b>\$25</b>

[1] Note: The Town of Hilton Head Island provides EMS services within its jurisdiction, so in the level-of-service calculation, Hilton Head population and nonresidential vehicle trips have been excluded.

The EMS Department has 18 ambulances in its fleet to conduct operations. To determine the level of service factors for the development impact fee, the EMS calls for service percentages are used to allocate the vehicles. Of the total, 14.22 vehicles are allocated to residential growth and 3.78 vehicles are allocated to nonresidential growth.

The allocated vehicles are divided by the 2021 residential and nonresidential demand units (population and nonresidential vehicle trips). The result is the current level of service for EMS vehicles in the County. Specifically, 0.08 vehicles per 1,000 persons and 0.03 vehicles per 1,000 nonresidential vehicle trips.

The replacement cost of an ambulance is \$300,000. To find the capital cost per person or per nonresidential vehicle trip, the level of service standards are applied to the average cost per vehicle. For example, the residential cost per person is \$24 (0.08 vehicles per 1,000 persons x \$300,000 = \$24 per person, rounded).

**Figure 40. EMS Vehicle Level of Service and Cost Factors**

Vehicle Type	Units	Cost per Vehicle	Replacement Cost
Ambulance	18	\$300,000	\$5,400,000
<b>TOTAL</b>	<b>18</b>		<b>\$5,400,000</b>

<i>Level-of-Service Standards</i>	Residential	Nonresidential
Proportionate Share	79%	21%
Share of Vehicles	14.22	3.78
2021 Population or Nonres. Trips [1]	167,928	119,945
<b>Units per 1,000 Persons or Nonres. Trips</b>	<b>0.08</b>	<b>0.03</b>

<i>Cost Analysis</i>	Residential	Nonresidential
Units per 1,000 Persons or Nonres. Trips	0.08	0.03
Average Cost per Vehicle	\$300,000	\$300,000
<b>Capital Cost Per Person or Nonres. Trip</b>	<b>\$24</b>	<b>\$9</b>

[1] Note: The Town of Hilton Head Island provides EMS services within its jurisdiction, so in the level-of-service calculation, Hilton Head population and nonresidential vehicle trips have been excluded.

### Credit for Future Debt Payments

To ensure fee-payers avoid potential double payment for annual debt service, TischlerBise included in credit in the development impact fee calculations for the bonds issued to the construct the EMS Stations 10 and 11. Following the same methodology as the level of service analysis, annual debt service was split between residential and nonresidential development and then divided by annual demand units (population and nonresidential vehicle trips) to yield payments per person or vehicle trip. To account for the time value of money, annual payments are discounted using a net present value formula based on the applicable discount (interest) rate. This results in a credit of \$21 per person and \$8 per nonresidential vehicle trip rounded.

**Figure 41. Credit for Future Debt Payments**

				<b>Residential</b>				<b>Nonresidential</b>			
Fiscal Year	Payment	Residential 79%	Nonresidential 21%	Fiscal Year	Payment	Projected Population	Payment/ Capita	Fiscal Year	Payment	Projected Nonres. Vehicle Trips	Payment/ Trip
Base Year	\$227,917	\$180,055	\$47,863	Base Year	\$180,055	158,581	\$1.14	Base Year	\$47,863	112,143	\$0.43
2020	\$227,917	\$180,055	\$47,863	2020	\$180,055	163,613	\$1.10	2020	\$47,863	115,883	\$0.41
2021	\$227,917	\$180,055	\$47,863	2021	\$180,055	167,928	\$1.07	2021	\$47,863	119,944	\$0.40
2022	\$299,129	\$236,312	\$62,817	2022	\$236,312	172,243	\$1.37	2022	\$62,817	124,005	\$0.51
2023	\$295,569	\$233,499	\$62,069	2023	\$233,499	176,558	\$1.32	2023	\$62,069	128,066	\$0.48
2024	\$292,008	\$230,686	\$61,322	2024	\$230,686	180,874	\$1.28	2024	\$61,322	132,127	\$0.46
2025	\$288,447	\$227,873	\$60,574	2025	\$227,873	185,189	\$1.23	2025	\$60,574	136,188	\$0.44
2026	\$284,887	\$225,061	\$59,826	2026	\$225,061	189,502	\$1.19	2026	\$59,826	140,249	\$0.43
2027	\$690,200	\$545,258	\$144,942	2027	\$545,258	193,817	\$2.81	2027	\$144,942	144,310	\$1.00
2028	\$624,062	\$493,009	\$131,053	2028	\$493,009	198,132	\$2.49	2028	\$131,053	148,371	\$0.88
2029	\$614,627	\$485,555	\$129,072	2029	\$485,555	202,432	\$2.40	2029	\$129,072	152,432	\$0.85
2030	\$613,469	\$484,641	\$128,829	2030	\$484,641	204,845	\$2.37	2030	\$128,829	155,351	\$0.83
2031	\$612,995	\$484,266	\$128,729	2031	\$484,266	207,264	\$2.34	2031	\$128,729	158,001	\$0.81
2032	\$612,971	\$484,247	\$128,724	2032	\$484,247	209,683	\$2.31	2032	\$128,724	160,651	\$0.80
2033	\$618,448	\$488,574	\$129,874	2033	\$488,574	212,102	\$2.30	2033	\$129,874	163,301	\$0.80
2034	\$623,896	\$492,878	\$131,018	2034	\$492,878	214,521	\$2.30	2034	\$131,018	165,951	\$0.79
2035	\$629,296	\$497,144	\$132,152	2035	\$497,144	216,940	\$2.29	2035	\$132,152	168,601	\$0.78
2036	\$628,573	\$496,573	\$132,000	2036	\$496,573	219,358	\$2.26	2036	\$132,000	171,252	\$0.77
2037	\$628,499	\$496,514	\$131,985	2037	\$496,514	221,777	\$2.24	2037	\$131,985	173,902	\$0.76
<b>Total</b>	<b>\$9,040,827</b>	<b>\$7,142,255</b>	<b>\$1,898,575</b>	<b>Total</b>	<b>\$7,142,255</b>		<b>\$35.81</b>	<b>Total</b>	<b>\$1,898,575</b>		<b>\$12.63</b>
						Discount Rate	5.00%			Discount Rate	5.00%
						<b>Total Credit</b>	<b>\$21</b>			<b>Total Credit</b>	<b>\$8</b>

## Projection of EMS Facility Growth-Related Facility Needs

Section 6-1-960(5) of the South Carolina Development Impact Fee Act requires:

*“a description of all system improvements and their costs necessitated by and attributable to new development in the service area, based on the approved land use assumptions, to provide a level of service not to exceed the level of service currently existing in the community or service area, unless a different or higher level of service is required by law, court order, or safety consideration.”*

Section 6-1-960(7) of the South Carolina Development Impact Fee Act requires:

*“the projected demand for system improvements required by new service units projected over a reasonable period of time not to exceed twenty years.”*

To estimate the 10-year growth needs for EMS stations, the current level of service (0.17 square feet per person and 0.06 square feet per nonresidential vehicle trip) is applied to the residential and nonresidential growth projected for Beaufort County. The County (less Hilton Head Island) is projected to increase by 43,851 residents and 40,289 nonresidential vehicle trips over the next ten years (see Appendix B). Listed in Figure 42, there will need to be a total of 43,559 square feet of EMS stations in the County to accommodate the growth, with future developments accounting for 9,872 new square feet. By applying the average cost of a station (\$413 per square feet), the total expenditure for the growth is calculated (9,872 square feet x \$413 = \$4,077,136).

**Figure 42. 10-Year EMS Station Needs to Accommodate Growth**

Type of Infrastructure	Level of Service		Demand Unit	Unit Cost / Sq. Ft.
EMS Stations	Residential	0.17	Square Feet	\$413
	Nonresidential	0.06		

Growth-Related Need for EMS Stations						
Year	Population	Nonres. Trips	Residential Square Feet	Nonresidential Square Feet	Total Square Feet	
Base	2019	158,581	112,143	26,958	6,729	33,687
Year 1	2020	163,613	115,884	27,814	6,953	34,767
Year 2	2021	167,928	119,945	28,547	7,197	35,744
Year 3	2022	172,243	124,006	29,281	7,440	36,721
Year 4	2023	176,558	128,067	30,014	7,684	37,698
Year 5	2024	180,874	132,127	30,748	7,928	38,676
Year 6	2025	185,189	136,189	31,482	8,171	39,653
Year 7	2026	189,502	140,249	32,215	8,415	40,630
Year 8	2027	193,817	144,310	32,948	8,659	41,607
Year 9	2028	198,132	148,372	33,682	8,902	42,584
Year 10	2029	202,432	152,433	34,413	9,146	43,559
Ten-Year Increase		43,851	40,289	7,455	2,417	9,872
Projected Expenditure				\$3,078,915	\$998,221	\$4,077,136

<b>Growth-Related Expenditures for EMS Stations</b>	<b>\$4,077,136</b>
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To estimate the 10-year growth needs for EMS vehicles, the current level of service (0.08 vehicles per 1,000 persons and 0.03 units per 1,000 nonresidential vehicle trips) is applied to the residential and nonresidential growth projected for Beaufort County. The County (less Hilton Head Island) is projected to increase by 43,851 residents and 40,289 nonresidential vehicle trips over the next ten years (see Appendix B). Listed in Figure 43, there will need to be a total of 21.94 vehicles in the County to accommodate the growth, with future developments accounting for 4.99 new vehicles. By applying the average cost of a vehicle (\$300,000), the total expenditure for the growth is calculated (4.99 vehicles x \$300,000 = \$1,497,000).

**Figure 43. 10-Year EMS Vehicle Needs to Accommodate Growth**

Type of Infrastructure	Level of Service		Demand Unit	Unit Cost
EMS Vehicles	Residential	0.08	Vehicles	per 1,000 persons
	Nonresidential	0.03		
				\$300,000

Growth-Related Need for EMS Vehicles						
Year	Population	Nonres. Trips	Residential Vehicles	Nonresidential Vehicles	Total Vehicles	
Base	2019	158,581	112,143	13.42	3.53	16.95
Year 1	2020	163,613	115,884	13.85	3.65	17.50
Year 2	2021	167,928	119,945	14.22	3.78	18.00
Year 3	2022	172,243	124,006	14.58	3.91	18.49
Year 4	2023	176,558	128,067	14.95	4.04	18.99
Year 5	2024	180,874	132,127	15.31	4.16	19.47
Year 6	2025	185,189	136,189	15.68	4.29	19.97
Year 7	2026	189,502	140,249	16.04	4.42	20.46
Year 8	2027	193,817	144,310	16.41	4.55	20.96
Year 9	2028	198,132	148,372	16.77	4.68	21.45
Year 10	2029	202,432	152,433	17.14	4.80	21.94
Ten-Year Increase		43,851	40,289	<b>3.72</b>	<b>1.27</b>	<b>4.99</b>
		<b>Projected Expenditure</b>		<b>\$1,116,000</b>	<b>\$381,000</b>	<b>\$1,497,000</b>

<b>Growth-Related Expenditures for EMS Vehicles</b>	<b>\$1,497,000</b>
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## Maximum Supportable Public Safety Development Impact Fee

Figure 44 shows the maximum supportable Public Safety Development Impact Fee. Development impact fees for Public Safety are based on household size for residential development and vehicle trips per 1,000 square feet for nonresidential development. Differentiating the fee by housing type allows the results to be more exact about the level of demand (persons per household) a residential development will place on the current infrastructure based on level of service standards. For residential development, the total cost per person is multiplied by the household size to calculate the proposed fee. For nonresidential development, the total cost per vehicle trip is multiplied by the trips per 1,000 square feet to calculate the proposed fee.

The fees represent the highest amount supportable for each type of development, which represents new growth's fair share of the cost for capital facilities. The County may adopt fees that are less than the amounts shown. However, a reduction in development impact fee revenue will necessitate an increase in other revenues, a decrease in planned capital expenditures, and/or a decrease in levels of service.

**Figure 44. Maximum Supportable Public Safety Development Impact Fee**

Fee Component	Cost per Person	Cost per Nonres. Vehicle Trip
EMS Facilities	\$70	\$25
EMS Vehicles	\$24	\$9
<b>Gross Total</b>	<b>\$94</b>	<b>\$34</b>
<b>Credit for Debt Payments</b>	<b>(\$21)</b>	<b>(\$8)</b>
<b>Net Total</b>	<b>\$73</b>	<b>\$26</b>

### Residential

Housing Type	Persons per Household	Maximum Supportable Fee per Unit
Single Family	2.65	<b>\$193</b>
Multifamily	2.18	<b>\$159</b>

### Nonresidential

Development Type	Trips per 1,000 Sq Ft	Maximum Supportable Fee per Sq. Ft.
Retail	14.35	<b>\$373</b>
Office/Service	4.87	<b>\$127</b>
Industrial	1.97	<b>\$51</b>
Institutional	5.36	<b>\$139</b>

## Revenue from Public Safety Development Impact Fee

Revenue from the Public Safety Development Impact Fee is estimated in Figure 45. There is projected to be 16,558 new housing units and 6,748,000 new nonresidential square feet in Beaufort County (less Hilton Head Island) by 2029. To find the revenue from each development type, the fee is multiplied by the growth. For example, the development fee for a single family housing unit is multiplied by the number of new units (\$193 x 12,511 units = \$2,414,642). The revenue from the development impact fee covers three-quarters of the capital costs generated by projected growth in Beaufort County. It is expected that the County's will need to supplement a portion of the growth-related cost because of the credit being included to prevent development from double paying.

**Figure 45. Estimated Revenue from Public Safety Development Impact Fee**

### Infrastructure Costs for Public Safety Facilities

	Total Cost	Growth Cost
EMS Facilities	\$4,077,136	\$4,077,136
EMS Vehicles	\$1,497,000	\$1,497,000
<b>Total Expenditures</b>	<b>\$5,574,136</b>	<b>\$5,574,136</b>

### Projected Development Impact Fee Revenue

		Single Family \$193 per unit	Multifamily \$159 per unit	Retail \$373 per KSF	Office/Service \$127 per KSF	Industrial \$51 per KSF	Institutional \$139 per KSF	
Year		Housing Units	Housing Units	KSF	KSF	KSF	KSF	
Base	2019	53,764	13,384	4,109	5,930	6,807	2,043	
Year 1	2020	55,015	13,788	4,241	6,136	7,045	2,113	
Year 2	2021	56,266	14,193	4,392	6,347	7,288	2,185	
Year 3	2022	57,517	14,597	4,543	6,559	7,531	2,258	
Year 4	2023	58,768	15,002	4,693	6,771	7,774	2,330	
Year 5	2024	60,019	15,407	4,844	6,983	8,017	2,402	
Year 6	2025	61,270	15,811	4,995	7,195	8,260	2,475	
Year 7	2026	62,521	16,216	5,146	7,407	8,503	2,547	
Year 8	2027	63,772	16,621	5,297	7,618	8,746	2,619	
Year 9	2028	65,023	17,025	5,448	7,830	8,989	2,692	
Year 10	2029	66,275	17,431	5,599	8,042	9,232	2,764	
Ten-Year Increase		12,511	4,047	1,490	2,112	2,425	721	
Projected Revenue =>		\$2,414,642	\$643,473	\$555,776	\$268,179	\$123,676	\$100,242	
							<b>Projected Revenue =&gt;</b>	<b>\$4,105,989</b>
							<b>Total Expenditures =&gt;</b>	<b>\$5,574,136</b>
							<b>General Fund's Share =&gt;</b>	<b>\$1,468,147</b>

## SOLID WASTE CIP AND DEVELOPMENT IMPACT FEE

### Methodology

Section 6-1-920(18c) of the South Carolina Development Impact Fee Act states that a development impact fee may be imposed on public facilities including:

*"...solid waste and recycling collection, treatment, and disposal facilities."*

The Solid Waste Development Impact Fee is calculated only for residential development and on a per capita basis. The incremental expansion methodology is used to calculate the current level of service for:

- Convenience centers (unincorporated areas north and south of the Broad River service areas)
- Heavy-duty vehicles (unincorporated countywide service area)

Section 6-1-960(1) of the South Carolina Development Impact Fee Act requires:

*"a general description of all existing facilities and their existing deficiencies, within the service area or areas of the governmental entity, a reasonable estimate of all costs, and a plan to develop the funding resources, including existing sources of revenues, related to curing existing deficiencies including, but not limited to, the upgrading, updating, improving, expanding, or replacing of these facilities to meet existing needs and usage."*

Section 6-1-960(2) of the South Carolina Development Impact Fee Act requires:

*"an analysis of total capacity, the level of current usage, and commitments for usage of capacity of existing public facilities, which must be prepared by qualified a professional using generally accepted principles and professional standards."*

It is assumed that only residential growth creates additional demand on convenience centers. Furthermore, the convenience center services are being provided at a service area level (North and South of the Broad). According the County staff, it is very unluckily residents are crossing the Broad River to use a convenience center. Thus, the service areas have been included in the analysis. Residential development impact fees are calculated on a per capita basis, then converted to an appropriate amount for each type of housing unit based on persons per household factors. Lastly, it has been determined that the current level of service will be calculated based on the unincorporated populations of Beaufort County because the municipalities provide solid waste services or contract a third-party to provide the services.

## Service Unit for Solid Waste Analysis

Section 6-1-960(4) of the South Carolina Development Impact Fee Act requires:

*“a definitive table establishing the specific service unit for each category of system improvements and an equivalency or conversion table establishing the ratio of a service unit to various types of land uses, including residential, commercial, agricultural, and industrial, as appropriate.”*

The “service unit” used for residential development is persons per household (PPHH). This is a measure of, on average, the number of persons residing in each occupied housing unit. As shown in Figure 46, in the North of the Broad Service Area, there are 2.82 persons per single family household and 2.06 persons per multifamily household. In the South of the Broad Service Area, there are 2.44 persons per single family household and 2.20 persons per multifamily household. Factors have been calculate based on data provided by the U.S. Census Bureau’s 2017 ACS 5-year estimates (further discussed in Appendix B).

**Figure 46. Residential Service Units**

Housing Type	North of the Broad	South of the Broad
Single Family [1]	2.82	2.44
Multifamily [2]	2.06	2.20
Total	2.72	2.40

[1] Includes attached and detached single family homes and mobile homes

[2] Includes structures with 2+ units

Source: U.S. Census Bureau, 2013-2017 American Community Survey 5-Year Estimates

## Solid Waste Facilities Level of Service & Cost Analysis

The Solid Waste Development Impact Fee includes the County’s convenience centers and heavy-duty vehicles. Identified by County staff, additional expansion will be necessary to serve future growth. The incremental methodology is applied and the 2019 unincorporated population for each service area is used in the calculations.

As shown in Figure 47, there are eight convenience centers in the northern service area which total 19 acres. In addition, there are 10 compact units. It was determined that to purchase a new acre of land in the north it would cost \$14,000 and a new compact unit costs \$21,000. The total replacement cost of the facilities is \$475,300.

To calculate the current level of service for convenience centers in the North of the Broad Service Area, the total acres are divided by the current population in the unincorporated areas of the County. As a result, there is 0.40 acres per 1,000 persons (19 acres / 46,882 residents = 0.40 acres per 1,000 persons, rounded).

The level of service is combined with the average cost per improved acre of convenience center to calculate the capital cost per person. The average cost per improved acre is \$25,082. This results in the capital cost per person totaling \$10 (0.40 acres per 1,000 persons x \$25,082 per acre = \$10 per person, rounded).

**Figure 47. Convenience Center Level of Service and Cost Factors – North of the Broad**

Facility	Acres	Cost per Acre	Compact Units	Cost per Unit	Total Replacement Cost
Big Estate	1.2	\$14,000	0	\$21,000	\$16,800
Coffin Point	1.5	\$14,000	0	\$21,000	\$21,000
Cuffy	1.0	\$14,000	0	\$21,000	\$14,000
Gates	1.0	\$14,000	0	\$21,000	\$14,000
Lobeco	1.0	\$14,000	0	\$21,000	\$14,000
Shanklin	6.0	\$14,000	6	\$21,000	\$210,000
Sheldon	1.3	\$14,000	0	\$21,000	\$17,500
St. Helena	6.0	\$14,000	4	\$21,000	\$168,000
<b>TOTAL</b>	<b>19.0</b>	<b>\$265,300</b>	<b>10</b>	<b>\$210,000</b>	<b>\$475,300</b>

<i>Level-of-Service Standards</i>	Residential
Proportionate Share	100%
Share of Facility Acres	19.0
2019 Unincorporated Population	46,882
<b>Acres per 1,000 Persons</b>	<b>0.40</b>

<i>Cost Analysis</i>	Residential
Acres per 1,000 Persons	0.40
Average Cost per Improved Acre	\$25,082
<b>Capital Cost Per Person</b>	<b>\$10</b>

Listed in Figure 48, there are three convenience centers in the southern service area which total 12.8 acres. In addition, there are 10 compact units. It was determined that to purchase a new acre of land in the south it would cost \$158,000 and a new compact unit costs \$21,000. The total replacement cost of the facilities is \$2,232,400.

To calculate the current level of service for convenience centers in the South of the Broad Service Area, the total acres are divided by the current population in the unincorporated areas of the County. As a result, there is 0.34 acres per 1,000 persons (12.8 acres / 37,774 residents = 0.34 acres per 1,000 persons, rounded).

The level of service is combined with the average cost per improved acre of convenience center to calculate the capital cost per person. The average cost per improved acre is \$174,406. This results in the capital cost per person totaling \$59 (0.34 acres per 1,000 persons x \$174,406 per acre = \$59 per person, rounded).

**Figure 48. Convenience Center Level of Service and Cost Factors – South of the Broad**

Facility	Acres	Cost per Acre	Compact Units	Cost per Unit	Total Replacement Cost
Bluffton	6.0	\$158,000	9	\$21,000	\$1,137,000
Hilton Head	6.0	\$158,000	1	\$21,000	\$969,000
Pritchardville	0.8	\$158,000	0	\$21,000	\$126,400
<b>TOTAL</b>	<b>12.8</b>	<b>\$2,022,400</b>	<b>10</b>	<b>\$210,000</b>	<b>\$2,232,400</b>

**Level-of-Service Standards**

	Residential
Proportionate Share	100%
Share of Facility Acres	12.8
2019 Unincorporated Population	37,774
<b>Acres per 1,000 Persons</b>	<b>0.34</b>

**Cost Analysis**

	Residential
Acres per 1,000 Persons	0.34
Average Cost per Improved Acre	\$174,406
<b>Capital Cost Per Person</b>	<b>\$59</b>

The level of service for County heavy-duty vehicles is calculated in Figure 49. Providing a countywide service, there are five vehicles in the Solid Waste Department Fleet. There is a total replacement cost of \$600,000.

To calculate the current level of service for heavy-duty vehicles, the total vehicles are divided by the current population in the unincorporated areas of the County. As a result, there is 0.06 vehicles per 1,000 persons (5 vehicles / 84,656 residents = 0.06 vehicles per 1,000 persons, rounded).

The level of service is combined with the average cost per vehicle to calculate the capital cost per person. The average cost per vehicle is \$120,000. This results in the capital cost per person totaling \$7 (0.06 acres per 1,000 persons x \$120,000 per vehicle = \$7 per person, rounded).

**Figure 49. Heavy-Duty Vehicles Level of Service and Cost Factors - Countywide**

Vehicle	Units	Cost per Unit	Replacement Cost
Packer Truck	2	\$150,000	\$300,000
Heavy-Duty Trucks	3	\$100,000	\$300,000
<b>TOTAL</b>	<b>5</b>		<b>\$600,000</b>

<i>Level-of-Service Standards</i>	Residential
Proportionate Share	100%
Share of Vehicles	5.00
2019 Unincorporated Population	84,656
<b>Vehicles per 1,000 Persons</b>	<b>0.06</b>

<i>Cost Analysis</i>	Residential
Vehicles per 1,000 Persons	0.06
Average Cost per Vehicle	\$120,000
<b>Capital Cost Per Person</b>	<b>\$7</b>

## Projection of Solid Waste Growth-Related Facility Needs

Section 6-1-960(5) of the South Carolina Development Impact Fee Act requires:

*“a description of all system improvements and their costs necessitated by and attributable to new development in the service area, based on the approved land use assumptions, to provide a level of service not to exceed the level of service currently existing in the community or service area, unless a different or higher level of service is required by law, court order, or safety consideration.”*

Section 6-1-960(7) of the South Carolina Development Impact Fee Act requires:

*“the projected demand for system improvements required by new service units projected over a reasonable period of time not to exceed twenty years.”*

To estimate the 10-year growth needs for convenience centers in the North of the Broad Service Area, the current level of service (0.40 acres per 1,000 persons) is applied to the residential growth projected for Unincorporated Beaufort County. The County is projected to increase by 10,630 residents over the next ten years in the north (see Appendix B). Listed in Figure 50, there will need to be a total of 23 acres north of the Broad River to accommodate the growth, with future developments accounting for 4.3 new acres. By applying the average cost (\$25,082 per acre), the total expenditure for the growth is calculated (4.3 acres x \$25,082 per acre = \$107,853).

**Figure 50. 10-Year Convenience Center Needs to Accommodate Growth – North of the Broad**

Type of Infrastructure	Level of Service		Demand Unit	Unit Cost / Acre
Convenience Centers	Residential	0.40	Improved Acres	\$25,082
	Nonresidential	0.00		
			per 1,000 persons	
			per jobs	

Growth-Related Need for Convenience Centers						
Year	Population	Jobs	Residential Acres	Nonresidential Acres	Total Acres	
Base	2019	46,882	4,498	18.7	0	18.7
Year 1	2020	47,944	4,656	19.1	0	19.1
Year 2	2021	49,007	4,814	19.6	0	19.6
Year 3	2022	50,069	4,971	20.0	0	20.0
Year 4	2023	51,132	5,129	20.4	0	20.4
Year 5	2024	52,195	5,287	20.8	0	20.8
Year 6	2025	53,257	5,445	21.3	0	21.3
Year 7	2026	54,320	5,603	21.7	0	21.7
Year 8	2027	55,382	5,760	22.1	0	22.1
Year 9	2028	56,445	5,918	22.5	0	22.5
Year 10	2029	57,512	6,076	23.0	0	23.0
Ten-Year Increase		10,630	1,578	4.3	0	4.3
			<b>Projected Expenditure</b>	<b>\$107,853</b>	<b>\$0</b>	<b>\$107,853</b>

<b>Growth-Related Expenditures for Convenience Centers</b>	<b>\$107,853</b>
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To estimate the 10-year growth needs for convenience centers in the South of the Broad Service Area, the current level of service (0.34 acres per 1,000 persons) is applied to the residential growth projected for Unincorporated Beaufort County. The County is projected to increase by 5,492 residents over the next ten years in the south (see Appendix B). Listed in Figure 51, there will need to be a total of 14.7 acres south of the Broad River to accommodate the growth, with future developments accounting for 1.9 new acres. By applying the average cost (\$174,406 per acre), the total expenditure for the growth is calculated (1.9 acres x \$174,406 per acre = \$331,371).

**Figure 51. 10-Year Convenience Center Needs to Accommodate Growth – South of the Broad**

Type of Infrastructure	Level of Service		Demand Unit	Unit Cost / Acre
Convenience Centers	Residential	0.34	Improved Acres	per 1,000 persons
	Nonresidential	0.00		per jobs
				\$174,406

Growth-Related Need for Convenience Centers						
Year		Population	Jobs	Residential Acres	Nonresidential Acres	Total Acres
Base	2019	37,774	11,360	12.8	0	12.8
Year 1	2020	38,323	11,724	13.0	0	13.0
Year 2	2021	38,873	12,087	13.2	0	13.2
Year 3	2022	39,422	12,451	13.4	0	13.4
Year 4	2023	39,972	12,815	13.5	0	13.5
Year 5	2024	40,521	13,179	13.7	0	13.7
Year 6	2025	41,071	13,542	13.9	0	13.9
Year 7	2026	41,620	13,906	14.1	0	14.1
Year 8	2027	42,170	14,270	14.3	0	14.3
Year 9	2028	42,720	14,633	14.5	0	14.5
Year 10	2029	43,266	14,997	14.7	0	14.7
Ten-Year Increase		5,492	3,637	1.9	0	1.9
Projected Expenditure				\$331,371	\$0	\$331,371

**Growth-Related Expenditures for Convenience Centers | \$331,371**

To estimate the 10-year growth needs for heavy-duty vehicles countywide, the current level of service (0.06 vehicles per 1,000 persons) is applied to the residential growth projected for Unincorporated Beaufort County. The County is projected to increase by 16,122 residents over the next ten years (see Appendix B). Listed in Figure 52, there will need to be a total of 6 vehicles countywide to accommodate the growth, with future developments accounting for 1 new vehicle. By applying the average cost (\$120,000 per vehicle), the total expenditure for the growth is calculated (1 vehicle x \$120,000 per vehicle = \$120,000).

**Figure 52. 10-Year Heavy-Duty Vehicle Needs to Accommodate Growth**

Type of Infrastructure	Level of Service		Demand Unit	Cost / Vehicle
Heavy-Duty Vehicles	Residential	0.06	Vehicles	per 1,000 persons per jobs
	Nonresidential	0.00		

Growth-Related Need for Heavy-Duty Vehicles						
Year	Population	Jobs	Residential Vehicles	Nonresidential Vehicles	Total Vehicles	
Base	2019	84,656	15,858	5.0	0.0	5.0
Year 1	2020	86,267	16,380	5.1	0.0	5.1
Year 2	2021	87,880	16,901	5.2	0.0	5.2
Year 3	2022	89,491	17,423	5.3	0.0	5.3
Year 4	2023	91,104	17,944	5.4	0.0	5.4
Year 5	2024	92,716	18,466	5.5	0.0	5.5
Year 6	2025	94,328	18,987	5.6	0.0	5.6
Year 7	2026	95,940	19,509	5.7	0.0	5.7
Year 8	2027	97,552	20,030	5.8	0.0	5.8
Year 9	2028	99,165	20,552	5.9	0.0	5.9
Year 10	2029	100,778	21,073	6.0	0.0	6.0
Ten-Year Increase		16,122	5,215	1.0	0.0	1.0
		Projected Expenditure		\$120,000	\$0	\$120,000

<b>Growth-Related Expenditures for Heavy-Duty Vehicles</b>	<b>\$120,000</b>
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## Maximum Supportable Solid Waste Development Impact Fee

Figure 53 shows the maximum supportable Solid Waste Development Impact Fee for the North and South of the Broad Service Areas. Development impact fees for solid waste facilities are based on household size (i.e., persons per household) for residential development. The fee is only assessed on residential development. Differentiating the fee by housing type allows the results to be more exact about the level of demand (persons per household) a residential development will place on the current infrastructure based on level of service standards. For residential development, the total cost per person is multiplied by the household size to calculate the proposed fee.

The fees represent the highest amount supportable for each type of development, which represents new growth’s fair share of the cost for capital facilities. The County may adopt fees that are less than the amounts shown. However, a reduction in development impact fee revenue will necessitate an increase in other revenues, a decrease in planned capital expenditures, and/or a decrease in levels of service.

**Figure 53. Maximum Supportable Solid Waste Development Impact Fee**

**North of the Broad Service Area**

Fee Component	Cost per Person
Convenience Centers	\$10
Vehicles	\$7
<b>Total</b>	<b>\$17</b>

**South of the Broad Service Area**

Fee Component	Cost per Person
Convenience Centers	\$59
Vehicles	\$7
<b>Total</b>	<b>\$66</b>

**Residential**

Housing Type	Persons per Household	Maximum Supportable Fee per Unit
Single Family	2.82	\$48
Multifamily	2.06	\$35

**Residential**

Housing Type	Persons per Household	Maximum Supportable Fee per Unit
Single Family	2.44	\$161
Multifamily	2.20	\$145

## Revenue from Solid Waste Development Impact Fee

Revenue from the Solid Waste Development Impact Fee is estimated in Figure 54 and Figure 55.

There is projected to be 4,406 new housing units in northern Unincorporated Beaufort County by 2029. To find the revenue, the fee is multiplied by the growth. For example, single family development generates \$162,358 in revenue (\$48 x 3,382 units = \$162,358). The revenue from the development impact fee covers all the capital costs generated by projected growth (rounding in the calculations result in the revenue slightly exceeding the expenditures).

**Figure 54. Estimated Revenue from Solid Waste Development Impact Fee – North of the Broad**

### Infrastructure Costs for Solid Waste Facilities

	Total Cost	Growth Cost
Convenience Centers	\$107,853	\$107,853
Heavy-Duty Vehicles	\$79,122	\$79,122
<b>Total Expenditures</b>	<b>\$186,975</b>	<b>\$186,975</b>

### Projected Development Impact Fee Revenue

		Single Family \$48 per unit	Multifamily \$35 per unit	Retail \$0 per KSF	Office/Service \$0 per KSF	Industrial \$0 per KSF	Institutional \$0 per KSF
Year	Housing Units	Housing Units	KSF	KSF	KSF	KSF	KSF
Base	2019	15,141	4,582	1,076	2,001	1,120	301
Year 1	2020	15,479	4,684	1,113	2,071	1,160	312
Year 2	2021	15,817	4,786	1,151	2,142	1,199	322
Year 3	2022	16,155	4,888	1,188	2,212	1,239	333
Year 4	2023	16,492	4,991	1,225	2,282	1,278	344
Year 5	2024	16,830	5,093	1,263	2,353	1,318	355
Year 6	2025	17,168	5,195	1,300	2,423	1,357	365
Year 7	2026	17,506	5,297	1,337	2,493	1,397	376
Year 8	2027	17,844	5,399	1,374	2,563	1,436	387
Year 9	2028	18,181	5,502	1,412	2,634	1,476	397
Year 10	2029	18,524	5,605	1,449	2,704	1,515	408
Ten-Year Increase		3,382	1,024	373	703	395	107
Projected Revenue =>		\$162,358	\$35,824	\$0	\$0	\$0	\$0
						<b>Projected Revenue =&gt;</b>	<b>\$198,182</b>
						<b>Total Expenditures =&gt;</b>	<b>\$186,975</b>
						<b>General Fund's Share =&gt;</b>	<b>\$0</b>

Listed in Figure 55, there is projected to be 1,910 new housing units in southern Unincorporated Beaufort County by 2029. To find the revenue, the fee is multiplied by the growth. For example, single family development generates \$307,514 in revenue (\$161 x 1,910 units = \$307,514). The revenue from the development impact fee covers all the capital costs generated by projected growth (rounding in the calculations result in the revenue slightly exceeding the expenditures).

**Figure 55. Estimated Revenue from Solid Waste Development Impact Fee – South of the Broad Infrastructure Costs for Solid Waste Facilities**

	Total Cost	Growth Cost
Convenience Centers	\$331,371	\$331,371
Heavy-Duty Vehicles	\$40,878	\$40,878
<b>Total Expenditures</b>	<b>\$372,249</b>	<b>\$372,249</b>

**Projected Development Impact Fee Revenue**

		Single Family \$161 per unit	Multifamily \$145 per unit	Retail \$0 per KSF	Office/Service \$0 per KSF	Industrial \$0 per KSF	Institutional \$0 per KSF	
Year		Housing Units	Housing Units	KSF	KSF	KSF	KSF	
Base	2019	14,037	4,248	2,048	4,254	3,017	2,041	
Year 1	2020	14,228	4,306	2,118	4,383	3,116	2,107	
Year 2	2021	14,420	4,363	2,188	4,511	3,214	2,174	
Year 3	2022	14,611	4,421	2,258	4,640	3,313	2,240	
Year 4	2023	14,802	4,479	2,328	4,768	3,412	2,307	
Year 5	2024	14,993	4,537	2,398	4,897	3,511	2,373	
Year 6	2025	15,184	4,595	2,468	5,026	3,609	2,439	
Year 7	2026	15,375	4,653	2,538	5,154	3,708	2,506	
Year 8	2027	15,567	4,710	2,608	5,283	3,807	2,572	
Year 9	2028	15,758	4,768	2,678	5,411	3,905	2,639	
Year 10	2029	15,947	4,826	2,748	5,540	4,004	2,705	
Ten-Year Increase		1,910	578	700	1,286	987	664	
Projected Revenue =>		\$307,514	\$83,806	\$0	\$0	\$0	\$0	
							<b>Projected Revenue =&gt;</b>	<b>\$391,320</b>
							<b>Total Expenditures =&gt;</b>	<b>\$372,249</b>
							<b>General Fund's Share =&gt;</b>	<b>\$0</b>

## TRANSPORTATION CIP AND DEVELOPMENT IMPACT FEE

### Methodology

Section 6-1-920(18d) of the South Carolina Development Impact Fee Act states that a development impact fee may be imposed on public facilities including:

*"...roads, streets, and bridges including, but not limited to, rights-of-way and traffic signals."*

To determine the Beaufort County Transportation Development Impact Fee, a plan-based methodology is used. The fee amounts for residential and nonresidential development are calculated by multiplying the vehicle miles traveled (VMT) generation rates by the capital cost per VMT. The methodology includes trip adjustment for pass-by trips, average trip length, and trip length adjustment factors. The capital cost of transportation improvements is based on a transportation improvement plan through 2030 which includes roadways, widening of roadways, and intersection improvements.

Section 6-1-960(1) of the South Carolina Development Impact Fee Act requires:

*"a general description of all existing facilities and their existing deficiencies, within the service area or areas of the governmental entity, a reasonable estimate of all costs, and a plan to develop the funding resources, including existing sources of revenues, related to curing existing deficiencies including, but not limited to, the upgrading, updating, improving, expanding, or replacing of these facilities to meet existing needs and usage."*

Section 6-1-960(2) of the South Carolina Development Impact Fee Act requires:

*"an analysis of total capacity, the level of current usage, and commitments for usage of capacity of existing public facilities, which must be prepared by qualified a professional using generally accepted principles and professional standards."*

Residential and nonresidential development impact fees are calculated on a per vehicle miles traveled (VMT) basis. Vehicle trip generation rates for different development types are provided by the Institute of Transportation Engineers (ITE). Residential rates are able to be customized for Beaufort County as well. Necessary factors are applied to vehicle trip rates to calculate the VMT generation for each land use.

Furthermore, the transportation improvement projects have been divided into two service areas: North and South of the Broad River. **This ensures an equitable analysis; future development will only be paying for those transportation projects which they will benefit from.**

Lastly, it should be noted that all the municipalities in the county have an intergovernmental agreement with Beaufort County to collect the Transportation Development Impact Fee.

## Service Units for Transportation

Section 6-1-960(4) of the South Carolina Development Impact Fee Act requires:

*“a definitive table establishing the specific service unit for each category of system improvements and an equivalency or conversion table establishing the ratio of a service unit to various types of land uses, including residential, commercial, agricultural, and industrial, as appropriate.”*

The “service unit” used in the analysis of the Transportation fee for residential and nonresidential development is average weekday vehicle miles of travel (VMT). The analysis includes adjustments for commuting patterns, pass-by trips, and average trip lengths by type of development. Trip generation rates are from the reference book Trip Generation published by the Institute of Transportation Engineers (ITE, 2017). A vehicle trip end represents a vehicle either entering or exiting a development (as if a traffic counter were placed across a driveway). To avoid double counting a single vehicle trip at both the origin and destination points, the basic trip adjustment factor is 50%. As discussed in Appendix B, the development fee methodology includes additional adjustments to make the fees proportionate to the infrastructure demand for particular types of development.

### Residential Vehicle Trips

The Institute for Transportation Engineers’ land use code, daily vehicle trip end rate, trip adjustment factor, and the trip length weighted factor are listed for residential land uses in Figure 56. A customized trip rate is calculated for the single family and multifamily units in north and south Beaufort County. The factors are combined along with the average trip length to calculate the average daily vehicle miles of travel (VMT).

In the North Service Area, a single family unit is estimated to generate 24.36 VMT on an average weekday and a multifamily unit is estimated to generate 12.67 trip ends on an average weekday. In the South Service Area, a single family unit is estimated to generate 22.90 VMT on an average weekday and a multifamily unit is estimated to generate 13.88 trip ends on an average weekday.

**Figure 56. Residential Service Units**

Land Use	ITE Codes	Vehicle Trip Ends	Trip Adj. Factor	Trip Length Wgt. Factor	Vehicle Miles of Travel (VMT)
<b>North of the Broad - Residential (per housing unit)</b>					
Single Family	210	10.00	55%	121%	<b>24.36</b>
Multifamily	220	5.20	55%	121%	<b>12.67</b>
<b>South of the Broad - Residential (per housing unit)</b>					
Single Family	210	9.40	55%	121%	<b>22.90</b>
Multifamily	220	5.70	55%	121%	<b>13.88</b>
Ave. Trip Length (miles)		3.66			
Capacity per Lane		7,000			

Source: Trip Generation, Institute of Transportation Engineers, 10th Edition (2017); National Household Travel Survey, 2009; TischlerBise analysis

### Nonresidential Vehicle Trips

The Institute for Transportation Engineers’ land use code, daily vehicle trip end rate, trip adjustment factor, and the trip length weighted factor are listed for nonresidential land uses in Figure 57. The factors are combined along with the average trip length to calculate the average daily vehicle miles of travel (VMT). Found in the figure, the Retail land use has the highest average VMT rate, while the Office/Service and Institutional land uses have similar VMT rates, and the Industrial land use has the lowest VMT rate.

**Figure 57. Nonresidential Service Units**

Land Use	ITE Codes	Vehicle Trip Ends	Trip Adj. Factor	Trip Length Wgt. Factor	Vehicle Miles of Travel (VMT)
<b>Nonresidential (per 1,000 square feet)</b>					
Retail	820	37.75	38%	66%	<b>34.65</b>
Office/Service	710	9.74	50%	73%	<b>13.01</b>
Industrial	610	3.93	50%	73%	<b>5.25</b>
Institutional	140	10.72	50%	73%	<b>14.32</b>
Ave. Trip Length (miles)		3.66			
Capacity per Lane		7,000			

Source: Trip Generation, Institute of Transportation Engineers, 10th Edition (2017); National Household Travel Survey, 2009; TischlerBise analysis

### Projected Travel Demand

As mentioned, the Transportation Development Impact Fee analyzes the North and South of the Broad Service Areas separately. Projected development through 2030 and the corresponding need for additional lane miles is shown in Figure 58 and Figure 59. Trip generation rates and trip adjustment factors convert project development into average weekday vehicle trips. A typical vehicle trip, such as a person leaving their home and traveling to work, generally begins on a local street that connects to a collector street, which connects to an arterial road and eventually to a state or interstate highway. The progression of travel up and down the functional classification chain limits the average trip length determination, for the purpose of development fees, to the following question, “What is the average vehicle trip length on development fee system improvements?”

Staying consistent with the previous Transportation Development Impact Fee Study (Clarion Associates), the average trip length on arterial roadways varies based on the land use type. For example, the average trip length to a residential land use is 3.66 miles while the average for a retail land use is 3.00 miles. By combining the vehicle trips, the trip length factors, and trip length adjustment factors for pass-by trips the current vehicle miles traveled are calculated for the service areas. Shown in the following figures, there is an estimated 772,435 VMT in the North of the Broad Service Area and an estimated 1,272,574 VMT in the South of the Broad Service Area.

Listed in Figure 58, through 2030 there are an estimated increase of 56,626 vehicle trips in the North. After applying the trip length and average mile per trip factors to the vehicle trip generation, the total vehicle miles traveled (VMT) is calculated. Future development is projected to increase the demand on the arterial roadways by 202,472 VMT. That is an increase of 26 percent compared to the base year.

Illustrated at the bottom of the figure, based on the national average of capacity for an arterial roadway of 7,000 VMT per lane mile, in the base year there is a demand for 110.4 lane miles. Over the next eleven years, future growth will increase the demand to 139.3 lane miles, an increase of 28.92 lane miles.

**Figure 58. Average Daily Vehicle Miles Traveled – North of the Broad Service Area**

	Base Year 2019	1 2020	2 2021	3 2022	4 2023	5 2024	6 2025	11 2030	Total Increase
Single Family Units	27,589	28,206	28,823	29,440	30,058	30,675	31,292	34,144	6,555
Multifamily Units	8,348	8,535	8,722	8,909	9,095	9,282	9,469	10,332	1,984
Retail KSF	2,321	2,401	2,480	2,559	2,639	2,718	2,797	3,170	849
Office/Service KSF	3,970	4,100	4,230	4,360	4,490	4,620	4,750	5,360	1,391
Industrial KSF	3,885	4,015	4,144	4,273	4,403	4,532	4,661	5,269	1,383
Institutional KSF	1,074	1,109	1,143	1,178	1,213	1,248	1,283	1,447	374
Single Family Units Trips	119,873	122,555	125,236	127,918	130,600	133,282	135,964	148,354	28,481
Multifamily Units Trips	18,825	19,247	19,668	20,089	20,510	20,931	21,353	23,298	4,473
<i>Residential Subtotal</i>	<i>138,698</i>	<i>141,801</i>	<i>144,904</i>	<i>148,007</i>	<i>151,110</i>	<i>154,213</i>	<i>157,316</i>	<i>171,652</i>	<i>32,954</i>
Retail Trips	33,297	34,435	35,573	36,711	37,850	38,988	40,126	45,474	12,177
Office Trips	19,332	19,965	20,598	21,231	21,864	22,497	23,130	26,105	6,774
Industrial Trips	7,635	7,889	8,143	8,397	8,651	8,906	9,160	10,353	2,718
Institutional Trips	5,755	5,942	6,129	6,316	6,503	6,690	6,877	7,758	2,003
<i>Nonresidential Subtotal</i>	<i>66,019</i>	<i>68,231</i>	<i>70,443</i>	<i>72,656</i>	<i>74,868</i>	<i>77,081</i>	<i>79,293</i>	<i>89,691</i>	<i>23,672</i>
<b>Total Trips</b>	<b>204,717</b>	<b>210,032</b>	<b>215,348</b>	<b>220,663</b>	<b>225,979</b>	<b>231,294</b>	<b>236,609</b>	<b>261,343</b>	<b>56,626</b>
Arterial Road VMT	772,435	791,460	810,486	829,512	848,537	867,563	886,589	974,907	202,472
Arterial Road Lane Miles	110.4	113.1	115.8	118.5	121.2	123.9	126.7	139.3	28.92
ANL Arterial Road Lane Miles	110.4	2.7	2.7	2.7	2.7	2.7	2.7	1.8	28.92
Arterial Lane Miles per 10,000	1.43	1.43	1.43	1.43	1.43	1.43	1.43	1.43	

Found in Figure 59, through 2030 there are an estimated increase of 65,101 vehicle trips in the North. After applying the trip length and average mile per trip factors to the vehicle trip generation, the total vehicle miles traveled (VMT) is calculated. Future development is projected to increase the demand on the arterial roadways by 243,483 VMT. That is an increase of 19 percent compared to the base year.

Illustrated at the bottom of the figure, based on the national average of capacity for an arterial roadway of 7,000 VMT per lane mile, in the base year there is a demand for 181.8 lane miles. Over the next eleven years, future growth will increase the demand to 216.6 lane miles, an increase of 34.78 lane miles.

**Figure 59. Average Daily Vehicle Miles Traveled – South of the Broad Service Area**

	Base Year 2019	1 2020	2 2021	3 2022	4 2023	5 2024	6 2025	11 2030	Total Increase
Single Family Units	44,852	45,642	46,431	47,221	48,009	48,798	49,588	53,229	8,377
Multifamily Units	15,253	15,555	15,858	16,160	16,464	16,767	17,069	18,459	3,206
Retail KSF	4,486	4,564	4,642	4,720	4,797	4,875	4,953	5,318	832
Office/Service KSF	5,287	5,376	5,466	5,555	5,645	5,734	5,824	6,259	972
Industrial KSF	5,424	5,544	5,665	5,785	5,906	6,026	6,146	6,721	1,297
Institutional KSF	1,845	1,884	1,923	1,962	2,001	2,040	2,079	2,266	421
Single Family Units Trips	194,883	198,315	201,742	205,174	208,601	212,028	215,460	231,282	36,399
Multifamily Units Trips	34,395	35,076	35,760	36,442	37,125	37,809	38,491	41,625	7,231
<i>Residential Subtotal</i>	<i>229,278</i>	<i>233,391</i>	<i>237,502</i>	<i>241,615</i>	<i>245,726</i>	<i>249,837</i>	<i>253,950</i>	<i>272,907</i>	<i>43,629</i>
Retail Trips	64,359	65,473	66,587	67,701	68,815	69,930	71,044	76,293	11,935
Office Trips	25,745	26,181	26,617	27,053	27,489	27,925	28,361	30,479	4,734
Industrial Trips	10,658	10,895	11,131	11,368	11,604	11,841	12,078	13,206	2,548
Institutional Trips	9,891	10,100	10,309	10,518	10,726	10,935	11,144	12,146	2,255
<i>Nonresidential Subtotal</i>	<i>110,654</i>	<i>112,649</i>	<i>114,645</i>	<i>116,640</i>	<i>118,635</i>	<i>120,631</i>	<i>122,626</i>	<i>132,125</i>	<i>21,472</i>
<b>Total Trips</b>	<b>339,932</b>	<b>346,040</b>	<b>352,147</b>	<b>358,255</b>	<b>364,362</b>	<b>370,468</b>	<b>376,577</b>	<b>405,033</b>	<b>65,101</b>
Arterial Road VMT	1,272,574	1,295,456	1,318,330	1,341,212	1,364,085	1,386,958	1,409,840	1,516,056	243,482
Arterial Road Lane Miles	181.8	185.1	188.3	191.6	194.9	198.1	201.4	216.6	34.78
ANL Arterial Road Lane Miles	181.8	3.3	3.3	3.3	3.3	3.3	3.3	2.1	34.78
Arterial Lane Miles per 10,000	1.43	1.43	1.43	1.43	1.43	1.43	1.43	1.43	

## Need for Transportation Improvements

The planned-based methodology is based on the 2030 transportation improvement plan provided by the County. This project list includes the recent Beaufort Penny Referendum, a voter-approved 1-cent sales tax in Beaufort County which provides funding for transportation projects. However, since future development will be paying the development impact fee and the sales tax to fund the same projects, a credit is necessary to ensure there is not double payment. In the following figures, the projects that are planned to be funded by the Penny Referendum have been reduced by the planned funding amount.

Below, the capital cost per vehicle miles traveled for transportation improvements by service area is calculated.

## Need for Roadway Improvements and Facilities

### North of the Broad Service Area

Listed in Figure 60, there are eleven transportation improvement projects in the North of the Broad Service Area. These projects total \$53.6 million, however, the Penny Referendum is anticipated to fund \$30.1 million of those projects. Furthermore, the County anticipates to receive about 15 percent of the remaining funding from other sources (i.e. South Carolina DOT). As a result, Beaufort County is funding 85 percent of the projects after the Penny Referendum revenue is included, this totals nearly \$20 million.

Found at the bottom of Figure 60, the County’s cost is divided by the projected 2030 VMT in the North. This results in a capital cost per VMT of \$20.49 (\$19,975,000 / 974,907 VMT = \$20.49 per VMT, rounded).

**Figure 60. Roadway Improvement Projects – North of the Broad Service Area**

US 21/SC 802 Connector SE	New Connector Road	\$5,244,000	\$5,244,000	\$0
US 21/SC 802 Connector NW	New Connector Road	\$6,634,000	\$6,634,000	\$0
US 21/SC 802	Intersection Improvement	\$2,500,000	\$2,500,000	\$0
US 21/SC 128	Intersection Improvement	\$1,000,000	\$0	\$850,000
Boundary Street Connectivity	New Connector Road	\$4,000,000	\$0	\$3,400,000
Joe Frazier Road Improvements	Intersection and Access Improvements	\$7,000,000	\$0	\$5,950,000
US 21 Business ITS Bridge System	Technological Improvements	\$1,000,000	\$0	\$850,000
Sea Island Parkway Improvements	Connectivity, Widening, Complete Street	\$15,756,000	\$15,756,000	\$0
Port Royal Port Property Spine Road	New Roadway	\$4,500,000	\$0	\$3,825,000
Midtown to Broad River Drive Connection	New Roadway	\$2,000,000	\$0	\$1,700,000
SC 170	Access Management and Connectivity	\$4,000,000	\$0	\$3,400,000
		<b>\$53,634,000</b>	<b>\$30,134,000</b>	<b>\$19,975,000</b>

Total Cost for Road Projects	\$19,975,000
2030 Vehicle Miles Traveled - North of the Broad	974,907
<b>Capital Cost per Vehicle Miles Traveled</b>	<b>\$20.49</b>

**South of the Broad Service Area**

Listed in Figure 61, there are thirteen transportation improvement projects in the South of the Broad Service Area. These projects total \$417.8 million, however, the Penny Referendum is anticipated to fund \$80 million of those projects. Furthermore, the County anticipates to receive about 15 percent of the remaining funding from other sources (i.e. South Carolina DOT). As a result, Beaufort County is funding 85 percent of the projects after the Penny Referendum revenue is included, this totals \$288.5 million.

Found at the bottom of Figure 61, the County’s cost is divided by the projected 2030 VMT in the South. This results in a capital cost per VMT of \$190.27 (\$288,460,000 / 1,516,056 VMT = \$190.27 per VMT, rounded).

**Figure 61. Roadway Improvement Projects – South of the Broad Service Area**

US 278	Super Street Plan	\$7,400,000	\$0	\$7,400,000
US 278	Corridor Improvements	\$276,000,000	\$80,000,000	\$166,600,000
US 278	Access Management	\$12,600,000	\$0	\$10,710,000
US 278/SC 170	Interchange Improvements	\$25,000,000	\$0	\$21,250,000
SC 170	Road Widening	\$15,000,000	\$0	\$12,750,000
SC 170	Road Widening	\$10,000,000	\$0	\$8,500,000
Buckwalter Parkway	Access Management	\$2,000,000	\$0	\$1,700,000
May River Road	Access Management	\$10,000,000	\$0	\$8,500,000
Burnt Chruch Road	Access Management	\$5,000,000	\$0	\$4,250,000
Buck Island Road	Road Widening	\$8,000,000	\$0	\$6,800,000
Lake Point Drive/Old Miller Road	New Roadway	\$1,000,000	\$0	\$1,000,000
Innovation Drive	New Roadway	\$750,000	\$0	\$750,000
SC 170/SC 46	Road Widening	\$45,000,000	\$0	\$38,250,000
		<b>\$417,750,000</b>	<b>\$80,000,000</b>	<b>\$288,460,000</b>
		Total Cost for Road Projects		\$288,460,000
		2030 Vehicle Miles Traveled - South of the Broad		1,516,056
		<b>Cost per Vehicle Miles Traveled</b>		<b>\$190.27</b>

### Credit for Future Debt Payments

To ensure fee-payers avoid potential double payment for annual debt service, TischlerBise included in credit in the development impact fee calculations. The current debt is for previous road projects south of the Broad River, so the credit is only applied to the South of the Broad Service Area.

The annual debt service is applied to southern development and divided by annual demand unit (vehicle miles traveled) to yield payments per VMT. To account for the time value of money, annual payments are discounted using a net present value formula based on the applicable discount (interest) rate. This results in a credit of \$9.13 per VMT.

**Figure 62. Credit for Future Debt Payments – South of the Broad**

Fiscal Year	Payment	North 0%	South 100%	Fiscal Year	Payment	Projected VMT - South	Payment/ VMT
Base Year	\$618,718	\$0	\$618,718			1,272,574	
2020	\$618,682	\$0	\$618,682			1,295,456	
2021	\$618,577	\$0	\$618,577			1,318,330	
2022	\$789,925	\$0	\$789,925			1,341,212	
2023	\$781,383	\$0	\$781,383			1,364,085	
2024	\$772,820	\$0	\$772,820			1,386,958	
2025	\$764,140	\$0	\$764,140			1,409,840	
2026	\$755,593	\$0	\$755,593			1,432,714	
2027	\$1,730,543	\$0	\$1,730,543			1,455,587	
2028	\$1,571,405	\$0	\$1,571,405			1,478,469	
2029	\$1,548,580	\$0	\$1,548,580			1,501,482	
2030	\$1,545,878	\$0	\$1,545,878			1,516,056	
2031	\$1,544,763	\$0	\$1,544,763			1,537,334	
2032	\$1,544,599	\$0	\$1,544,599			1,551,760	
2033	\$1,557,790	\$0	\$1,557,790			1,566,186	
2034	\$1,571,103	\$0	\$1,571,103			1,580,612	
2035	\$1,513,366	\$0	\$1,513,366			1,595,038	
2036	\$1,511,627	\$0	\$1,511,627			1,609,465	
2037	\$1,511,449	\$0	\$1,511,449			1,623,891	
<b>Total</b>	<b>\$22,870,940</b>	<b>\$0</b>	<b>\$22,870,940</b>	<b>Total</b>	<b>\$22,870,940</b>		<b>\$15.33</b>
						Discount Rate	5.00%
						<b>Total Credit per VMT</b>	<b>\$9.13</b>

Furthermore, a credit has already been included for the revenue from the Penny Referendum. The credit is imbedded in the capital cost calculations by reducing the transportation projects by the anticipated funding from the sales tax.

## Transportation Development Impact Fee

The cost factors for each component of Beaufort County’s Transportation Development Impact Fee are listed in the following figures and are based on the service area. The development impact fees for transportation projects are based on vehicle miles traveled (VMT) per housing unit for residential development and VMT per 1,000 square feet for nonresidential development.

The fee components are calculated per VMT, so the maximum supportable fee is calculated by multiplying the total cost per VMT by the VMT generation factor for each land use. The VMT factor is calculated by multiplying the average daily vehicle trip ends by the trip rate adjustment factor, trip length weighting factor, and average miles per vehicle trip. For example, the maximum supportable fee for a single family housing unit in the North is \$499 (\$20.49 per VMT x 10.00 vehicle trip ends x 55% x 3.66 miles x 121% = \$499, rounded).

The fees represent the highest amount supportable for residential and nonresidential development, which represents new growth’s fair share of the cost for capital facilities. The County may adopt fees that are less than the amounts shown. However, a reduction in development impact fee revenue will necessitate an increase in other revenues, a decrease in planned capital expenditures, and/or a decrease in levels of service.

The current fee is included in the figures to illustrate the change in fee level if the maximum supportable fee amount is adopted. Shown in Figure 63, the fee for all development types would decrease in the North of the Broad Service Area. While in the South Service Area, the fee for most of the development types would increase, Figure 64. This is a result of the level of transportation needs necessary to accommodate future growth in the South compared to the North.

**Figure 63. Maximum Supportable Transportation Development Impact Fee – North of the Broad**

Fee Component	Cost per VMT
North of the Broad Projects	\$20.49
<b>Gross Total</b>	<b>\$20.49</b>
<b>Credit for Debt Payments</b>	<b>\$0.00</b>
<b>Net Total</b>	<b>\$20.49</b>

Development Type	Ave. Daily Veh. Trip Ends	Trip Rate Adjustment	Ave. Miles per Veh. Trip	Trip Length Weighting	Maximum Supportable Fee	Current Fee	Increase/ (Decrease)
Single Family	10.00	55%	3.66	121%		\$775	(\$276)
Multifamily	5.20	55%	3.66	121%		\$544	(\$284)
Retail	37.75	38%	3.00	66%		\$1,948	(\$1,366)
Office/Service	9.74	50%	3.97	73%		\$803	(\$514)
Industrial	3.93	50%	3.97	73%		\$122	(\$5)
Institutional	10.72	50%	3.36	73%		\$1,423	(\$1,154)

**Figure 64. Maximum Supportable Transportation Development Impact Fee – South of the Broad**

Fee Component	Cost per VMT
South of the Broad Projects	\$190.27
<b>Gross Total</b>	<b>\$190.27</b>
<b>Credit for Debt Payments</b>	<b>(\$9.13)</b>
<b>Net Total</b>	<b>\$181.14</b>

Development Type	Ave. Daily Veh. Trip Ends	Trip Rate Adjustment	Ave. Miles per Veh. Trip	Trip Length Weighting	Maximum Supportable Fee	Current Fee [1]	Increase/ (Decrease)
Single Family	9.40	55%	3.66	121%		\$2,095	\$2,053
Multifamily	5.70	55%	3.66	121%		\$1,471	\$1,044
Retail	37.75	38%	3.00	66%		\$4,314	\$831
Office/Service	9.74	50%	3.97	73%		\$2,353	\$205
Industrial	3.93	50%	3.97	73%		\$356	\$676
Institutional	10.72	50%	3.36	73%		\$3,531	(\$1,150)

[1] fee listed is the average between the Bluffton/Okatie and Hilton Head/Daufuski Island Assessment Districts

## Revenue from Transportation Development Impact Fee

### North of the Broad Service Area

The total transportation capital costs and estimated revenue from the northern Transportation Development Impact Fee is listed Figure 65. The capital cost of future growth is found by applying the increase in VMT (26 percent) to the total capital cost (\$19,975,000 x 26% = \$5,193,500).

To find the revenue generated by residential and nonresidential development, the growth is multiplied by the corresponding fee. For example, future single family residential development is projected to generate \$3.4 million in revenue from the fee (6,784 new housing units x \$499 = \$3,385,207). It is estimated that the Transportation Development Impact Fee will generate a total of \$5.1 million in revenue through 2030. The revenue from the development impact fee covers all the capital costs generated by projected growth (rounding in the calculations result in the expenditures slightly exceeding the revenues).

**Figure 65. Estimated Revenue from Transportation Impact Fee – North of the Broad Service Area**

#### Infrastructure Costs for Transportation Facilities

	County Cost	Growth Cost
Roadway Improvements	\$19,975,000	\$5,193,500
<b>Total Expenditures</b>	<b>\$19,975,000</b>	<b>\$5,193,500</b>

#### Projected Development Impact Fee Revenue

		Single Family \$499 per unit	Multifamily \$260 per unit	Retail \$582 per KSF	Office/Service \$289 per KSF	Industrial \$117 per KSF	Institutional \$269 per KSF
Base	2019	27,589	8,348	2,321	3,970	3,885	1,074
Year 1	2020	28,206	8,535	2,401	4,100	4,015	1,109
Year 2	2021	28,823	8,722	2,480	4,230	4,144	1,143
Year 3	2022	29,440	8,909	2,559	4,360	4,273	1,178
Year 4	2023	30,058	9,095	2,639	4,490	4,403	1,213
Year 5	2024	30,675	9,282	2,718	4,620	4,532	1,248
Year 6	2025	31,292	9,469	2,797	4,750	4,661	1,283
Year 7	2026	31,909	9,656	2,877	4,880	4,791	1,318
Year 8	2027	32,526	9,843	2,956	5,010	4,920	1,353
Year 9	2028	33,144	10,029	3,035	5,140	5,049	1,388
Year 10	2029	33,756	10,215	3,115	5,270	5,179	1,423
Year 11	2030	34,373	10,401	3,194	5,400	5,308	1,458
Eleven-Year Increase		6,784	2,053	873	1,430	1,423	384
Projected Revenue =>		\$3,385,207	\$533,733	\$507,892	\$413,263	\$166,452	\$103,281
					<b>Projected Revenue =&gt;</b>		<b>\$5,109,827</b>
					<b>Total Expenditures =&gt;</b>		<b>\$5,193,500</b>
					<b>General Fund's Share =&gt;</b>		<b>\$83,673</b>

### South of the Broad Service Area

The total transportation capital costs and estimated revenue from the southern Transportation Development Impact Fee is listed Figure 66. The capital cost of future growth is found by applying the increase in VMT (19 percent) to the total capital cost (\$288,460,000 x 19% = \$54,807,400).

To find the revenue generated by residential and nonresidential development, the growth is multiplied by the corresponding fee. For example, future single family residential development is projected to generate \$36 million in revenue from the fee (8,688 new housing units x \$4,147 = \$36,027,141). It is estimated that the Transportation Development Impact Fee will generate a total of \$53.7 million in revenue through 2030. The revenue from the development impact fee covers nearly all the capital costs generated by projected growth. The small remaining balance of the projected expenditures is expected because of the credit applied to prevent double payment.

**Figure 66. Estimated Revenue from Transportation Impact Fee – South of the Broad Service Area**

**Infrastructure Costs for Transportation Facilities**

	County Cost	Growth Cost
Roadway Improvements	\$288,460,000	\$54,807,400
<b>Total Expenditures</b>	<b>\$288,460,000</b>	<b>\$54,807,400</b>

**Projected Development Impact Fee Revenue**

		Single Family \$4,147 per unit	Multifamily \$2,515 per unit	Retail \$5,145 per KSF	Office/Service \$2,557 per KSF	Industrial \$1,032 per KSF	Institutional \$2,381 per KSF
Base	2019	44,852	15,253	4,486	5,287	5,424	1,845
Year 1	2020	45,642	15,555	4,564	5,376	5,544	1,884
Year 2	2021	46,431	15,858	4,642	5,466	5,665	1,923
Year 3	2022	47,221	16,160	4,720	5,555	5,785	1,962
Year 4	2023	48,009	16,464	4,797	5,645	5,906	2,001
Year 5	2024	48,798	16,767	4,875	5,734	6,026	2,040
Year 6	2025	49,588	17,069	4,953	5,824	6,146	2,079
Year 7	2026	50,377	17,372	5,030	5,913	6,267	2,118
Year 8	2027	51,166	17,675	5,108	6,003	6,387	2,157
Year 9	2028	51,955	17,978	5,186	6,092	6,508	2,196
Year 10	2029	52,750	18,283	5,263	6,182	6,628	2,235
Year 11	2030	53,540	18,587	5,341	6,271	6,748	2,274
Eleven-Year Increase		8,688	3,334	854	985	1,324	428
Projected Revenue =>		\$36,027,141	\$8,384,711	\$4,395,955	\$2,517,981	\$1,366,653	\$1,019,782
					<b>Projected Revenue =&gt;</b>	<b><u>\$53,712,223</u></b>	
					<b>Total Expenditures =&gt;</b>	<b><u>\$54,807,400</u></b>	
					<b>General Fund's Share =&gt;</b>	<b><u>\$1,095,177</u></b>	

## SUMMARY OF DEVELOPMENT IMPACT FEE

The five infrastructure categories are combined in Figure 67 for the study’s Maximum Supportable Fee. The residential fee is assessed per housing unit, while the nonresidential fee is assessed per 1,000 square feet of floor area.

In the North, there is an increase in the total fee amount for residential development and a decrease for most nonresidential development.

**Figure 67. Development Impact Fee Summary – North of the Broad Service Area**

Development Type	Parks & Recreation	Library	Emergency Management	Solid Waste	Transportation	Maximum Supportable Fee	Current Dev. Impact Fee Total	Increase/ (Decrease)
<b>Residential (per unit)</b>								
Single Family	\$948	\$448	\$193	\$48	\$499	\$2,136	\$1,649	\$487
Multifamily	\$692	\$328	\$159	\$35	\$260	\$1,474	\$1,419	\$55
<b>Nonresidential (per 1,000 square feet)</b>								
Retail	\$0	\$0	\$373	\$0	\$582	\$955	\$1,948	(\$993)
Office/Services	\$0	\$0	\$127	\$0	\$289	\$416	\$803	(\$387)
Industrial	\$0	\$0	\$51	\$0	\$117	\$168	\$122	\$47
Institutional	\$0	\$0	\$139	\$0	\$269	\$408	\$1,423	(\$1,015)

Note: the current fee listed is the average of the fees for the current service areas north of the Broad River

In the South, there is an increase in the total fee for most development types.

**Figure 68. Development Impact Fee Summary – South of the Broad Service Area**

Development Type	Parks & Recreation	Library	Emergency Management	Solid Waste	Transportation	Maximum Supportable Fee	Current Dev. Impact Fee Total	Increase/ (Decrease)
<b>Residential (per unit)</b>								
Single Family	\$573	\$266	\$193	\$161	\$4,147	\$5,340	\$3,318	\$2,022
Multifamily	\$517	\$240	\$159	\$145	\$2,515	\$3,576	\$2,695	\$881
<b>Nonresidential (per 1,000 square feet)</b>								
Retail	\$0	\$0	\$373	\$0	\$5,145	\$5,518	\$4,314	\$1,204
Office/Services	\$0	\$0	\$127	\$0	\$2,557	\$2,684	\$2,353	\$332
Industrial	\$0	\$0	\$51	\$0	\$1,032	\$1,083	\$356	\$727
Institutional	\$0	\$0	\$139	\$0	\$2,381	\$2,520	\$3,531	(\$1,011)

Note: the current fee listed is the average of the fees for the current service areas south of the Broad River

To understand the annual cash flow of the Maximum Supportable Fee, Figure 69 lists the total revenues from each development type. Revenue is projected from 2019-2029. Over the ten years, it is estimated that the maximum support fee amounts will generate \$77.2 million in revenue for Beaufort County. The majority of the revenue (85 percent) is generated from residential development, while revenue from nonresidential development averages \$1.2 million annually.

**Figure 69. Total Development Impact Fee Revenue**

Development Type	Ten-Year Revenue	%
Single Family	\$52,927,964	69%
Multifamily	\$12,751,867	17%
Retail	\$5,459,623	7%
Office/ Service	\$3,199,423	4%
Industrial	\$1,656,781	2%
Institutional	\$1,223,306	2%
Total	\$77,218,964	100%

## CAPITAL IMPROVEMENT PLAN

Section 6-1-960(9) of the South Carolina Development Impact Fee Act requires:

*“a schedule setting forth estimated dates for commencing and completing construction of all improvements identified in the capital improvements plan.”*

The capacity increasing projects from Beaufort County’s 2019 Capital Improvement Plan and the 2030 transportation capital improvement project list that are for one of the development impact fee categories are listed in Figure 70.

**Figure 70. Capital Improvement Plan**

Buckwalter Soccer Complex	Parks and Recreation	Countywide	2019
Whitehall Boat Ramp Improvements	Parks and Recreation	North of the Broad	2019
Crystal Lake Phase III	Parks and Recreation	North of the Broad	2019
Widgeon Point	Parks and Recreation	South of the Broad	2019
US 21/SC 802 Connector SE	Transportation	North of the Broad	2019-2030
US 21/SC 802 Connector NW	Transportation	North of the Broad	2019-2030
US 21/SC 802	Transportation	North of the Broad	2019-2030
US 21/SC 128	Transportation	North of the Broad	2019-2030
Bourday Street Connectivity	Transportation	North of the Broad	2019-2030
Joe Frazier Road Improvements	Transportation	North of the Broad	2019-2030
US 21 Business ITS Bridge System	Transportation	North of the Broad	2019-2030
Sea Island Parkway Improvements	Transportation	North of the Broad	2019-2030
Port Royal Port Property Spine Road	Transportation	North of the Broad	2019-2030
Midtown to Broad River Drive Connection	Transportation	North of the Broad	2019-2030
SC 170	Transportation	North of the Broad	2019-2030
US 278	Transportation	South of the Broad	2019-2030
US 278	Transportation	South of the Broad	2019-2030
US 278	Transportation	South of the Broad	2019-2030
US 278/SC 170	Transportation	South of the Broad	2019-2030
SC 170	Transportation	South of the Broad	2019-2030
SC 170	Transportation	South of the Broad	2019-2030
Buckwalter Parkway	Transportation	South of the Broad	2019-2030
May River Road	Transportation	South of the Broad	2019-2030
Burnt Chruuch Road	Transportation	South of the Broad	2019-2030
Buck Island Road	Transportation	South of the Broad	2019-2030
Lake Point Drive/Old Miller Road	Transportation	South of the Broad	2019-2030
Innovation Drive	Transportation	South of the Broad	2019-2030
SC 170/SC 46	Transportation	South of the Broad	2019-2030

## IMPLEMENTATION AND ADMINISTRATION

Development impact fees should be periodically evaluated and updated to reflect recent data. Beaufort County will continue to adjust for inflation. If cost estimates or demand indicators change significantly, the County should redo the fee calculations. South Carolina's enabling legislation exempts a project from development impact fees if it is determined to create affordable housing.

### Credits and Reimbursements

A general requirement that is common to development impact fee methodologies is the evaluation of credits. A revenue credit may be necessary to avoid potential double payment situations arising from one-time development impact fees plus on-going payment of other revenues that may also fund growth-related capital improvements. The determination of revenue credits is dependent upon the development impact fee methodology used in the cost analysis and local government policies.

Policies and procedures related to site-specific credits should be addressed in the resolution or ordinance that establishes the development impact fees. Project-level improvements, required as part of the development approval process, are not eligible for credits against development impact fees. If a developer constructs a system improvement included in the fee calculations, it will be necessary to either reimburse the developer or provide a credit against the fees due from that particular development. The latter option is more difficult to administer because it creates unique fees for specific geographic areas.

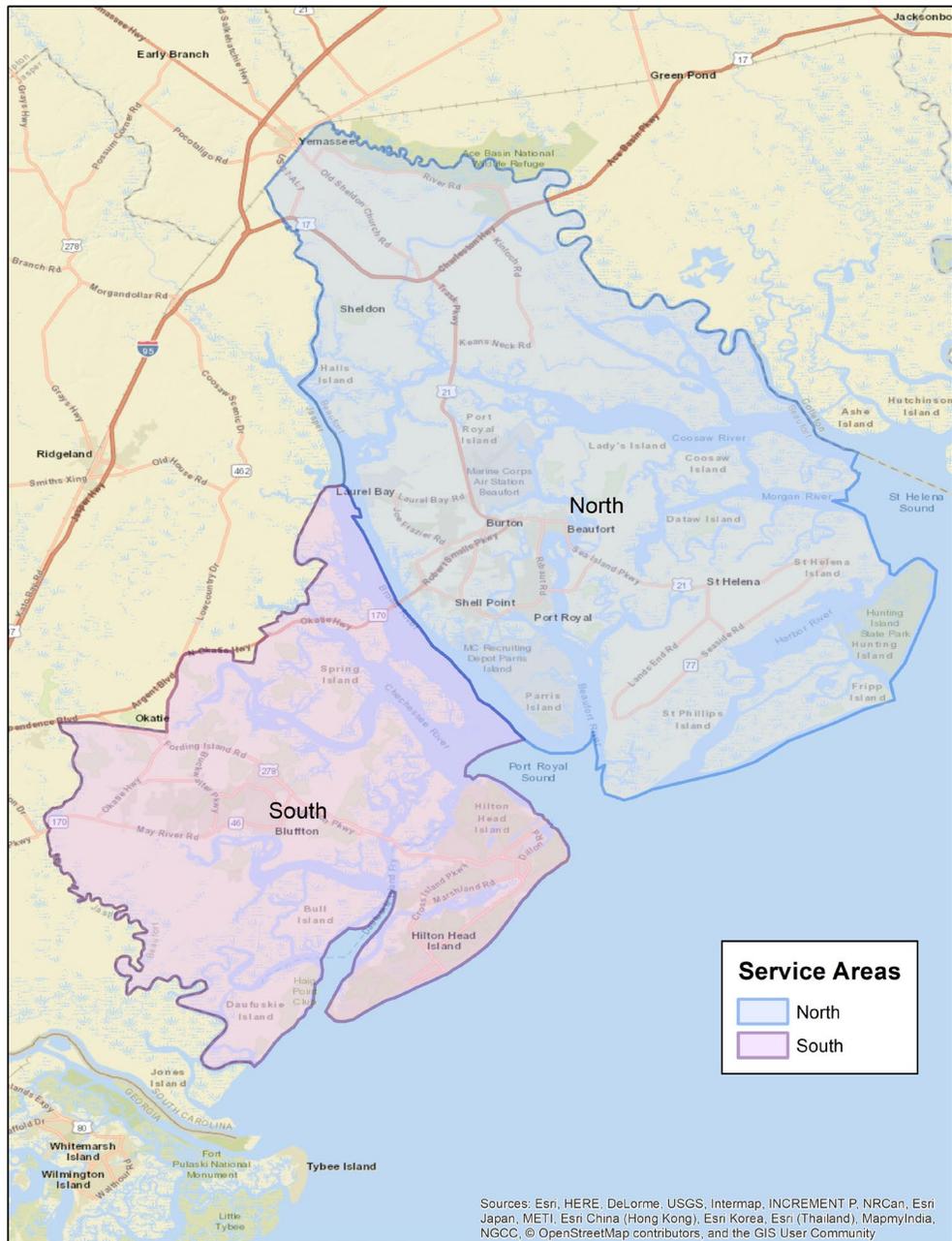
### Service Area

A development impact fee service area is a region in which a defined set of improvements provide benefit to an identifiable amount of new development. Within a service area, all new development of a type (single family, commercial, etc.) is assessed at the same development impact fee rate. Land use assumptions and development impact fees are each defined in terms of this geography, so that capital facility demand, projects needed to meet that demand, and capital facility cost are all quantified in the same terms. Development impact fee revenue collected within a service area is required to be spent within that service area.

Implementation of a large number of small service areas is problematic. Administration is complicated and, because funds collected within the service area must be spent within that area multiple service areas may make it impossible to accumulate sufficient revenue to fund any projects within the time allowed.

As part of our analysis, the Parks & Recreation, Library, Solid Waste, and Transportation Development Impact Fees were determined to have two service areas: North and South of the Broad River. The Emergency Medical Services was determined to have one, countywide service area.

Figure 71. Beaufort County Service Area Map



## APPENDIX A: LAND USE ASSUMPTIONS

### Population and Housing Characteristics

Impact fees often use per capita standards and persons per housing unit or persons per household to derive proportionate share fee amounts. Housing types have varying household sizes and, consequently, a varying demand on County infrastructure and services. Thus, it is important to differentiate between housing types and size.

When persons per housing unit (PPHU) is used in the development impact fee calculations, infrastructure standards are derived using year-round population. In contrast, when persons per household (PPHH) is used in the development impact fee calculations, the fee methodology assumes all housing units will be occupied, thus requiring seasonal or peak population to be used when deriving infrastructure standards. According to the state of South Carolina’s Department of Parks, Recreation, and Tourism, Beaufort County is the third most visited county in the state. In 2016, it was estimated that 3 million visitors came to the County. As a result, it is not just permanent residents occupying housing units. In response, County infrastructure and operating service levels are sized to accommodate not just permanent residents, but seasonal residents, seasonal workers, and visitors as well. Thus, TischlerBise recommends that fees for residential development in Beaufort County be imposed according to persons per household.

Based on housing characteristics, TischlerBise recommends using three housing unit categories for the impact fee study: (1) Single Family and (2) Multifamily. Each housing type has different characteristics which results in a different demand on County facilities and services. Figure 72 shows the US Census American Community Survey 2017 5-Year Estimates data for the unincorporated areas of Beaufort County. Single family units have a household size of 2.60 persons and multifamily units have a household size of 2.15 persons.

**Figure 72. Beaufort County Persons per Household – Unincorporated Areas**

Single Family [1]		41,414		34,144		90%
Multifamily [2]	7,351	4,567	1.61	3,464		10%
Total					<b>2.56</b>	

[1] Includes attached and detached single family homes

[2] Includes structures with 2+ units

Source: U.S. Census Bureau, 2013-2017 American Community Survey 5-Year Estimates

The persons per household factors are calculate below for other portions of Beaufort County to illustrate how household sizes vary across the County.

**Figure 73. Beaufort County Persons per Household – Countywide**

Single Family [1]		74,002		57,656		77%
Multifamily [2]	23,940	22,393	1.07	11,128		23%
Total						

[1] Includes attached and detached single family homes

[2] Includes structures with 2+ units

Source: U.S. Census Bureau, 2013-2017 American Community Survey 5-Year Estimates

**Figure 74. Beaufort County Persons per Household – North of the Broad Service Area**

Single Family [1]		29,254		23,832		87%
Multifamily [2]	7,339	4,558	1.61	3,565		13%
Total						

[1] Includes attached and detached single family homes and mobile homes

[2] Includes structures with 2+ units

Source: U.S. Census Bureau, 2013-2017 American Community Survey 5-Year Estimates

**Figure 75. Beaufort County Persons per Household – South of the Broad Service Area**

Single Family [1]		44,748		33,824		72%
Multifamily [2]	16,601	17,835	0.93	7,563		28%
Total						

[1] Includes attached and detached single family homes and mobile homes

[2] Includes structures with 2+ units

Source: U.S. Census Bureau, 2013-2017 American Community Survey 5-Year Estimates

## Base Year Population and Housing Units

There are three types of populations included in the Beaufort County development impact fee study:

- 1) Permanent Residents
- 2) Seasonal Residents
- 3) Visitors

As mentioned, the County is a destination for vacationers and because of the presence of temporary residents and visitors, County facilities and services have been sized to accommodate the additional demand. The seasonal population includes residents who have second homes in the County and the seasonal labor influx during peak tourism months. The visitor population includes overnight and day visitors. This section details the three population types.

### Permanent Residents

The County’s Transportation Model provides permanent population projections at a Traffic Analysis Zone (TAZ) level. In 2010, a countywide permanent population was estimated at 162,233. Since 2010, there has been an increase of 21,479 residents, a 13 percent increase. In the base year, the permanent population in the unincorporated areas is estimated to be 72,954 and 110,759 in the incorporated areas.

**Figure 76. Permanent Population**

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Unincorporated	63,556	64,600	65,644	66,689	67,733	68,777	69,821	70,865	71,910	72,954	73,998	9,398
Incorporated	98,677	100,019	101,362	102,704	104,047	105,389	106,731	108,074	109,416	110,759	112,101	12,082
Countywide	162,233	164,620	167,006	169,393	171,779	174,166	176,553	178,939	181,326	183,712	186,101	21,479

Source: Beaufort County TAZ Transportation Model

### Seasonal Residents

To calculate the seasonal population, the seasonal housing total from the Transportation Model is multiplied by the average persons per household factor (PPHH). Based on the US Census American Community Survey, the average household size in the incorporated areas of the county is slightly smaller than in unincorporated areas. As a result, there are 39,122 seasonal residents in Beaufort County.

**Figure 77. Seasonal Population**

	Seasonal Housing	PPHH	Seasonal Population
Unincorporated	4,625	2.56	11,841
Incorporated	10,956	2.49	27,281
Countywide	15,582		39,122

Source: Beaufort County TAZ Transportation Model

Source: U.S. Census Bureau, 2013-2017 American Community Survey 5-Year Estimates

### Seasonal Visitors

According to the Beaufort County Convention and Visitor Bureau, there was over 3 million visitors to the County. The majority of stays being on Hilton Head Island, but the City of Beaufort and the Town of Bluffton are home to visitors as well.

**Figure 78. Total Countywide Visitors**

City of Beaufort	219,914
Town of Bluffton	122,364
Hilton Head Island	2,677,951
<b>Total</b>	<b>3,020,229</b>

Source: Beaufort County Convention and Visitor Bureau, 2017

In Figure 79, the County’s daily peak visitor population is calculated. The estimated total of visitors is 3,020,229. From the County’s *2010 Comprehensive Plan*, an average stay is five days long. Resulting in 15.1 million visitor-stay days, or an average daily total of 41,373. Found in the *Comprehensive Plan*, during the peak month (July), the visitor population spikes to 132 percent of the annual average. This factor is applied to the County’s average to calculate the daily peak season visitor total. As a result, it is estimated that Beaufort County’s daily peak season visitor population is 54,612.

**Figure 79. Peak Season Daily Countywide Visitor Total**

Total Visitors	3,020,229
Average Length of Stay (days)	5
Visitor Stays (days)	15,101,145
Average Daily Visitor Total	

Peak Season Factor	1.32
--------------------	------

Source: Beaufort County Convention and Visitor Bureau, 2017; Beaufort County 2010 Comprehensive Plan

### Peak Population

By combining the three population types, the County’s peak population is calculated. In total, it is estimated that in 2019, Beaufort County’s peak population is 277,447.

**Figure 80. Base Year Peak Population**

Permanent Residents	183,712
Seasonal Residents	39,122
Peak Daily Visitors	54,612
<b>Total Peak Population</b>	<b>277,447</b>

## Housing Units

Beaufort County’s Transportation Model includes projections for households and seasonal units. To find the number of housing units, the US Census Bureau’s American Community Survey nonseasonal vacancy rate is added to the Transportation Model’s household projections. In unincorporated areas the vacancy rate is 8.36 percent and in incorporated areas the vacancy rate is 10.23 percent. As a result, in the base year there are 33,308 units in Unincorporated Beaufort County and 47,152 units in Incorporated Beaufort County. Also, from the Transportation Model, there are 15,582 units countywide that are considered seasonal units.

**Figure 81. Base Year Housing Units by Location**

Unincorporated Units	33,308
Incorporated Units	47,152
Seasonal Units	15,582
<b>Total Housing Units</b>	<b>96,042</b>

Source: Beaufort County TAZ Transportation Model; U.S. Census Bureau, 2013-2017 American Community Survey 5-Year Estimates

The housing type split for unincorporated and incorporated areas are applied to the totals to estimate the number of single family and multifamily homes in the County. Listed in Figure 82, there are estimated to be 72,441 single family units (including mobile homes) and 23,601 multifamily units countywide.

**Figure 82. Base Year Housing Units by Housing Type**

Single Family [1]	72,441
Multifamily	23,601
<b>Total Housing Units</b>	<b>96,042</b>

[1] Note: includes single family and mobile homes  
 Source: Beaufort County TAZ Transportation Model; U.S. Census Bureau, 2013-2017 American Community Survey 5-Year Estimates

## Population and Housing Unit Projections

As a result of the unique characteristics of Beaufort County, several residential projections have been estimated. Shown in Figure 83, permanent population in the unincorporated and incorporated areas of the County are projected along with seasonal and visitor population. After discussions with County staff, it was determined that using the 2029 projections in the Transportation Model for a 10-year estimation would be underestimating future growth since the County has grown quicker than previously anticipated. As such, the 2035 population estimates for permanent residents has been shifted and used as the 10-year estimated growth.

Over the next ten years, the unincorporated areas of the County are projected to increase by 15,161 residents and the incorporated areas of the County are projected to increase by 26,096 residents.

Countywide seasonal population projection is based on seasonal housing unit growth. Each new seasonal unit is estimated to generate the person per housing unit average of 2.53 residents. As a result, 3,534 seasonal residents are projected through 2029. The seasonal population is assumed to be an accurate proxy for the County’s attractiveness for tourism, so the visitor population is anticipated to increase at the same rate as seasonal residents. The peak daily visitor population is projected to increase by 4,931 by 2029.

Additionally, the 10-year growth of housing in Beaufort County is projected to equal the 2035 projection in the County’s Transportation Model. Vacancy rates are applied to the household totals to calculate total housing units. Over the next ten years, 6,500 units are projected in the unincorporated areas of the County; 11,184 units are projected in the incorporated areas; and an additional 1,278 seasonal units countywide are projected. This totals 18,962 new units, a 20 percent increase. Of the increase, 75 percent is single family units and 25 percent is multifamily units.

**Figure 83. Annual Residential Development Projections - Countywide**

	Base Year	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total Increase
	2019											
<b>Population</b>												
Permanent Unincorp. Residents	72,954	74,470	75,986	77,502	79,018	80,534	82,050	83,566	85,082	86,598	88,115	<b>15,161</b>
Permanent Incorp. Residents	110,758	113,368	115,978	118,588	121,198	123,808	126,418	129,028	131,638	134,248	136,855	<b>26,096</b>
Seasonal Residents	39,122	39,746	40,070	40,394	40,718	41,042	41,366	41,689	42,013	42,337	42,656	<b>3,534</b>
Peak Daily Visitors	54,612	55,483	55,935	56,387	56,839	57,291	57,743	58,194	58,646	59,098	59,543	<b>4,931</b>
Total Peak Population	277,446	283,067	287,969	292,871	297,773	302,675	307,577	312,477	317,379	322,281	327,168	<b>49,722</b>
<b>Housing Units</b>												
Unincorporated Units	33,308	33,958	34,608	35,258	35,908	36,558	37,208	37,858	38,508	39,158	39,808	<b>6,500</b>
Incorporated Units	47,152	48,270	49,388	50,506	51,624	52,742	53,860	54,978	56,096	57,214	58,336	<b>11,184</b>
Seasonal Units	15,582	15,710	15,838	15,966	16,094	16,222	16,350	16,478	16,606	16,734	16,860	<b>1,278</b>
Total Housing Units	96,042	97,938	99,834	101,730	103,626	105,522	107,418	109,314	111,210	113,106	115,004	<b>18,962</b>
<b>Housing Type</b>												
Single Family	72,441	73,848	75,254	76,661	78,067	79,473	80,880	82,286	83,692	85,099	86,506	<b>14,065</b>
Multifamily	23,601	24,090	24,580	25,069	25,559	26,049	26,538	27,028	27,518	28,007	28,498	<b>4,897</b>
Total Housing Units	96,042	97,938	99,834	101,730	103,626	105,522	107,418	109,314	111,210	113,106	115,004	<b>18,962</b>

Source: Beaufort County TAZ Transportation Model; U.S. Census Bureau, 2013-2017 American Community Survey 5-Year Estimates; Beaufort County Convention and Visitor Bureau, 2017

## Current Employment and Nonresidential Floor Area

The impact fee study will include nonresidential development as well. Listed in Figure 84, it is estimated that there are 50,621 jobs in incorporated areas of Beaufort County and 15,859 jobs in Unincorporated Beaufort County. This results in 66,480 jobs countywide. The estimate is from Traffic Analysis Zone (TAZ) data, provided in the County’s Transportation Model. The model forecasts employment growth for the entire County for the years of 2010, 2020, 2030, and 2040. To find the total employment in the base year, 2019, a straight-line approach from 2010 to 2020 was used.

Summarizing the employment totals to several industry sectors allows for a streamlined implementation process of the impact fees and straightforward development projections. The majority of jobs in the county are considered Office/Service, while Retail and Industrial jobs have a significant portion of the market as well.

**Figure 84. Employment by Industry (2019)**

Industry	Incorp. County Jobs	Unincorp. County Jobs	Countywide Jobs	%
Retail	12,819	3,124	15,943	24%
Office/Service	21,211	6,255	27,466	41%
Industrial	10,688	4,137	14,825	22%
Institutional	5,903	2,343	8,246	12%
<b>Total</b>	<b>50,621</b>	<b>15,859</b>	<b>66,480</b>	<b>100%</b>

Source: Beaufort County TAZ Transportation Model

Base year nonresidential floor area for the industry sectors are calculated with the Institution of Transportation Engineers’ (ITE) square feet per employee averages, Figure 85. **For the Retail industry the Shopping Center factors are used, for Office/Service the General Office factors are used, for Industrial the Manufacturing factors are used, and for Institutional the Hospital factors are used.**

**Figure 85. Institute of Transportation Engineers Nonresidential Factors**

ITE Code	Land Use	Demand Unit	Emp Per Dmd Unit	Sq Ft Per Emp
110	Light Industrial	1,000 Sq Ft	1.63	615
130	Industrial Park	1,000 Sq Ft	1.16	864
140	Manufacturing	1,000 Sq Ft	1.59	628
150	Warehousing	1,000 Sq Ft	0.34	2,902
254	Assisted Living	bed	0.61	na
520	Elementary School	1,000 Sq Ft	0.93	1,076
610	Hospital	1,000 Sq Ft	2.83	354
710	General Office (avg size)	1,000 Sq Ft	2.97	337
714	Corporate Headquarters	1,000 Sq Ft	3.44	291
760	Research & Dev Center	1,000 Sq Ft	3.42	292
770	Business Park	1,000 Sq Ft	3.08	325
820	Shopping Center (avg size)	1,000 Sq Ft	2.34	427

Source: Trip Generation, Institute of Transportation Engineers, 10th Edition (2017)

By combining the base year job totals and the ITE square feet per employee factors, the nonresidential floor area is calculated in Figure 86. There is an estimated total of 21.4 million square feet of nonresidential floor area in the incorporated areas of Beaufort County and 6.9 million square feet of floor area in the Unincorporated Beaufort County. This results in 28.3 million square feet of floor area countywide. The Office/Service and Industrial industries account for two-thirds of the total floor area, while Retail accounts for close to a quarter of the total.

**Figure 86. Base Year Nonresidential Floor Area**

Industry	Incorp. County Floor Area (sq. ft.)	Unincorp. County Floor Area (sq. ft.)	Countywide Floor Area (sq. ft.)	%
Retail	5,473,713	1,333,948	6,807,661	24%
Office/Service	7,148,107	2,107,935	9,256,042	33%
Industrial	6,712,064	2,598,036	9,310,100	33%
Institutional	2,089,662	829,422	2,919,084	10%
<b>Total</b>	<b>21,423,546</b>	<b>6,869,341</b>	<b>28,292,887</b>	<b>100%</b>

Source: Beaufort County TAZ Transportation Model; Trip Generation, Institute of Transportation Engineers, 10th Edition (2017)

## Nonresidential Floor Area and Employment Projections

Beaufort County has grown quicker than anticipated in recent years and consistent with the residential projections, it was determined that the 2035 estimates from the County’s Transportation Model would be a better 10-year estimate than 2029. Over the ten-year projection period, it is estimated that there will be an increase of 16,253 jobs countywide, a 5,213 increase in the unincorporated areas. The majority of the increase comes from the Office/Service industry (38%), however, the Industrial sector (26%) and the Retail sector (21%) have a significant impact as well.

The nonresidential floor area projections are calculated by applying the ITE square feet per employee factors to the job totals. In the next ten years, the nonresidential floor area countywide is projected to increase by 7 million square feet, the unincorporated areas increasing by 2.3 million square feet. The Industrial and Office/Service sectors have the greatest increase.

Figure 87. Employment and Nonresidential Floor Area Projections - Countywide

Industry	Base Year	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total Increase
	2019											
<b>Countywide Jobs</b>												
Retail	15,943	16,311	16,678	17,046	17,414	17,782	18,149	18,517	18,885	19,252	19,620	<b>3,677</b>
Office/Service	27,466	28,117	28,769	29,420	30,072	30,723	31,374	32,026	32,677	33,329	33,980	<b>6,514</b>
Industrial	14,825	15,223	15,620	16,018	16,415	16,813	17,210	17,608	18,005	18,403	18,801	<b>3,976</b>
Institutional	8,246	8,455	8,663	8,872	9,080	9,289	9,498	9,706	9,915	10,123	10,332	<b>2,086</b>
<b>Total</b>	<b>66,480</b>	<b>68,105</b>	<b>69,731</b>	<b>71,356</b>	<b>72,981</b>	<b>74,606</b>	<b>76,232</b>	<b>77,857</b>	<b>79,482</b>	<b>81,107</b>	<b>82,733</b>	<b>16,253</b>
<b>Unincorporated County Jobs</b>												
Retail	3,124	3,231	3,339	3,446	3,553	3,661	3,768	3,875	3,982	4,090	4,197	<b>1,073</b>
Office/Service	6,255	6,454	6,653	6,852	7,051	7,250	7,448	7,647	7,846	8,045	8,244	<b>1,989</b>
Industrial	4,137	4,275	4,413	4,551	4,689	4,828	4,966	5,104	5,242	5,380	5,518	<b>1,381</b>
Institutional	2,343	2,420	2,497	2,574	2,651	2,728	2,805	2,882	2,959	3,036	3,113	<b>770</b>
<b>Total</b>	<b>15,859</b>	<b>16,380</b>	<b>16,902</b>	<b>17,423</b>	<b>17,944</b>	<b>18,465</b>	<b>18,987</b>	<b>19,508</b>	<b>20,029</b>	<b>20,550</b>	<b>21,072</b>	<b>5,213</b>
<b>Countywide Nonresidential Floor Area (1,000 sq. ft.)</b>												
Retail	6,808	6,965	7,122	7,279	7,436	7,593	7,750	7,907	8,064	8,221	8,378	<b>1,570</b>
Office/Service	9,256	9,476	9,695	9,915	10,134	10,354	10,573	10,793	11,012	11,232	11,451	<b>2,195</b>
Industrial	9,310	9,560	9,809	10,059	10,309	10,558	10,808	11,058	11,307	11,557	11,807	<b>2,497</b>
Institutional	2,919	2,993	3,067	3,141	3,214	3,288	3,362	3,436	3,510	3,584	3,658	<b>738</b>
<b>Total</b>	<b>28,293</b>	<b>28,993</b>	<b>29,693</b>	<b>30,393</b>	<b>31,093</b>	<b>31,793</b>	<b>32,493</b>	<b>33,193</b>	<b>33,893</b>	<b>34,593</b>	<b>35,293</b>	<b>7,000</b>
<b>Unincorporated County Nonresidential Floor Area (1,000 sq. ft.)</b>												
Retail	1,334	1,380	1,426	1,471	1,517	1,563	1,609	1,655	1,700	1,746	1,792	<b>458</b>
Office/Service	2,108	2,175	2,242	2,309	2,376	2,443	2,510	2,577	2,644	2,711	2,778	<b>670</b>
Industrial	2,598	2,685	2,771	2,858	2,945	3,032	3,118	3,205	3,292	3,379	3,465	<b>867</b>
Institutional	829	857	884	911	938	966	993	1,020	1,047	1,075	1,102	<b>272</b>
<b>Total</b>	<b>6,869</b>	<b>7,096</b>	<b>7,323</b>	<b>7,550</b>	<b>7,777</b>	<b>8,003</b>	<b>8,230</b>	<b>8,457</b>	<b>8,684</b>	<b>8,911</b>	<b>9,137</b>	<b>2,268</b>

Source: Beaufort County TAZ Transportation Model; Trip Generation, Institute of Transportation Engineers, 10th Edition (2017)

## Functional Population

Both residential and nonresidential developments increase the demand on County services and facilities. To calculate the proportional share between residential and nonresidential demand on service and facilities, a functional population approach is used. The functional population approach allocates the cost of the facilities to residential and nonresidential development based on the activity of residents and workers in the County through the 24 hours in a day. A countywide approach is necessary for this analysis.

Residents that do not work are assigned 20 hours per day to residential development and 4 hours per day to nonresidential development (annualized averages). Residents that work in Beaufort County are assigned 14 hours to residential development and 10 hours to nonresidential development. Residents that work outside the County are assigned 14 hours to residential development, the remaining hours in the day are assumed to be spent outside of the County working. Inflow commuters are assigned 10 hours to nonresidential development. Based on 2015 functional population data, residential development accounts for 75 percent of the functional population, while nonresidential development accounts for 25 percent, see Figure 88.

**Figure 88. Beaufort County Functional Population**

Demand Units in 2015				
			Demand Hours/Day	Person Hours
<b>Residential</b>				
Population*	171,420			
Residents Not Working	112,360		20	2,247,200
Employed Residents	59,060			
Employed in Beaufort County		40,960	14	573,440
Employed outside Beaufort County		18,100	14	253,400
		Residential Subtotal		3,074,040
		<b>Residential Share =&gt;</b>		<b>75%</b>
<b>Nonresidential</b>				
Non-working Residents	112,360		4	449,440
Jobs Located in Beaufort County	58,417			
Residents Employed in Beaufort County		40,960	10	409,600
Non-Resident Workers (inflow commuters)		17,457	10	174,570
		Nonresidential Subtotal		1,033,610
		<b>Nonresidential Share =&gt;</b>		<b>25%</b>
		TOTAL		4,107,650

Source: U.S. Census Bureau, OnTheMap 6.1.1 Application and LEHD Origin-Destination Employment Statistics.

\* Source: U.S. Census Bureau, American Community Survey, 2015 (countywide population)

## Vehicle Trip Generation

### Residential Vehicle Trips

A customized trip rate is calculated for the single family and multifamily units in Unincorporated Beaufort County. In Figure 89, the most recent data from the US Census American Community Survey is inputted into equations provided by the ITE to calculate the trip ends per housing unit factor. A single family unit is estimated to generate 7.90 trip ends on an average weekday and a multifamily unit is estimated to generate 4.10 trip ends on an average weekday.

**Figure 89. Customized Residential Trip End Rates – Unincorporated Beaufort County**

	Vehicles Available (1)	Households (2)			Vehicles per Household by Tenure
		Single Family*	Multifamily Units	Total HHs	
Owner-occupied	49,334	26,816	321	27,137	1.82
Renter-occupied	15,694	7,328	3,143	10,471	1.50
<b>TOTAL</b>	<b>65,028</b>	<b>34,144</b>	<b>3,464</b>	<b>37,608</b>	<b>1.73</b>
Housing Units (6) =>		41,414	4,567	45,981	
Persons per Housing Unit =>		2.15	1.61	2.09	

	Persons (3)	Trip Ends (4)	Vehicles by Type of Housing	Trip Ends (5)	Average Trip Ends	Trip Ends per Housing Unit
Single Family*	88,940	265,367	59,734	389,511	327,439	
Multifamily	7,351	16,753	5,294	21,153	18,953	
<b>TOTAL</b>	<b>96,291</b>	<b>282,120</b>	<b>65,028</b>	<b>410,664</b>	<b>346,392</b>	<b>7.50</b>

\* Includes Single Family Detached, Attached, and Manufactured Homes

(1) Vehicles available by tenure from Table B25046, 2013-2017 American Community Survey 5-Year Estimates.

(2) Households by tenure and units in structure from Table B25032, American Community Survey, 2013-2017.

(3) Persons by units in structure from Table B25033, American Community Survey, 2013-2017.

(4) Vehicle trips ends based on persons using formulas from Trip Generation (ITE 2017). For single family housing (ITE 210), the fitted curve equation is  $EXP(0.89 * LN(persons) + 1.72)$ . To approximate the average population of the ITE studies, persons were divided by 286 and the equation result multiplied by 286. For multifamily housing (ITE 221), the fitted curve equation is  $(2.29 * persons) - 81.02$ .

(5) Vehicle trip ends based on vehicles available using formulas from Trip Generation (ITE 2017). For single family housing (ITE 210), the fitted curve equation is  $EXP(0.99 * LN(vehicles) + 1.93)$ . To approximate the average number of vehicles in the ITE studies, vehicles available were divided by 485 and the equation result multiplied by 485. For multifamily housing (ITE 220), the fitted curve equation is  $(3.94 * vehicles) + 293.58$  (ITE 2012).

(6) Housing units from Table B25024, American Community Survey, 2012-2016.

### Residential Vehicle Trips Adjustment Factors

A vehicle trip end is the out-bound or in-bound leg of a vehicle trip. As a result, so to not double count trips, a standard 50 percent adjustment is applied to trip ends to calculate a vehicle trip. For example, the out-bound trip from a person's home to work is attributed to the housing unit and the trip from work back home is attributed to the employer.

However, an additional adjustment is necessary to capture County residents’ work bound trips that are outside of the County. The trip adjustment factor includes two components. According to the National Household Travel Survey (2009), home-based work trips are typically 31 percent of out-bound trips (which are 50 percent of all trip ends). Also, utilizing the most recent data from the Census Bureau's web application "OnTheMap", 31 percent of Beaufort County workers travel outside the County for work. In combination, these factors account for 5 percent of additional production trips ( $0.31 \times 0.50 \times 0.31 = 0.05$ ). Shown in Figure 90, the total adjustment factor for residential housing units includes attraction trips (50 percent of trip ends) plus the journey-to-work commuting adjustment (5 percent of production trips) for a total of 55 percent.

**Figure 90. Trip Adjustment Factor for Commuters**

Employed Beaufort County Residents (2015)	59,060
Residents Working in the County (2015)	40,960
Residents Commuting Outside of the County for Work	18,100
Percent Commuting Out of the County	31%
<b>Additional Production Trips</b>	<b>5%</b>
<b>Standard Trip Adjustment Factor</b>	<b>50%</b>
<b>Residential Trip Adjustment Factor</b>	<b>55%</b>

Source: U.S. Census, OnTheMap Application, 2015

Note: Countywide totals are used

### Nonresidential Vehicle Trips

Vehicle trip generation for nonresidential land uses are calculated by using ITE’s average daily trip end rates and adjustment factors found in their recently published 10<sup>th</sup> edition of *Trip Generation*. To estimate the trip generation in Beaufort County, the weekday trip end per 1,000 square feet factors highlighted in Figure 91 are used.

**Figure 91. Institute of Transportation Engineers Nonresidential Factors**

ITE Code	Land Use	Demand Unit	Wkdy Trip Ends Per Dmd Unit	Wkdy Trip Ends Per Employee
110	Light Industrial	1,000 Sq Ft	4.96	3.05
130	Industrial Park	1,000 Sq Ft	3.37	2.91
140	Manufacturing	1,000 Sq Ft	3.93	2.47
150	Warehousing	1,000 Sq Ft	1.74	5.05
254	Assisted Living	bed	2.60	4.24
520	Elementary School	1,000 Sq Ft	19.52	21.00
610	Hospital	1,000 Sq Ft	10.72	3.79
710	General Office (avg size)	1,000 Sq Ft	9.74	3.28
714	Corporate Headquarters	1,000 Sq Ft	7.95	2.31
760	Research & Dev Center	1,000 Sq Ft	11.26	3.29
770	Business Park	1,000 Sq Ft	12.44	4.04

Source: *Trip Generation*, Institute of Transportation Engineers, 10th Edition (2017)

For nonresidential land uses, the standard 50 percent adjustment is applied to Office/Service, Industrial, and Institutional. A lower vehicle trip adjustment factor is used for Retail because this type of development attracts vehicles as they pass-by on arterial and collector roads. For example, when someone stops at a convenience store on their way home from work, the convenience store is not their primary destination.

In Figure 92, the Institute for Transportation Engineers’ land use code, daily vehicle trip end rate, and trip adjustment factor is listed for each land use.

**Figure 92. Daily Vehicle Trip Factors**

Single Family	210	7.90	55%
Multifamily	220	4.10	55%
Retail	820	37.75	38%
Office/Service	710	9.74	50%
Institutional	610	10.72	50%
Industrial	140	3.93	50%

Source: Trip Generation, Institute of Transportation Engineers, 10th Edition (2017)

## Vehicle Trip Projection

The base year vehicle trip totals and vehicle trip projections are calculated by combining the vehicle trip end factors, the trip adjustment factors, and the residential and nonresidential assumptions for housing stock and floor area. Countywide, residential land uses account for 367,976 vehicle trips and nonresidential land uses account for 176,673 vehicle trips in the base year (Figure 93). Through 2029, there will be a total increase of 109,328 daily vehicle trips with the majority of the growth being generated by single family (56%) and retail (21%) development.

In the unincorporated areas of Beaufort County, residential land uses account for 137,809 vehicle trips and nonresidential land uses account for 38,952 vehicle trips in the base year (Figure 94). Through 2029, there will be a total increase of 38,190 daily vehicle trips with the majority of the growth being generated by single family (67%) and retail (17%) development.

**Figure 93. Countywide Total Daily Vehicle Trip Projections**

Development Type	Base Year 2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total Increase
Single Family												
Multifamily	53,220	54,323	55,428	56,531	57,636	58,740	59,843	60,948	62,053	63,156	64,263	11,043
Subtotal	367,976	375,193	382,407	389,623	396,837	404,050	411,267	418,481	425,695	432,911	440,132	72,156
Retail												
Office/Service	45,077	46,146	47,215	48,284	49,353	50,422	51,491	52,560	53,629	54,699	55,768	10,691
Industrial	18,294	18,785	19,276	19,766	20,257	20,747	21,238	21,728	22,219	22,710	23,200	4,906
Institutional	15,646	16,042	16,438	16,834	17,230	17,625	18,021	18,417	18,813	19,209	19,604	3,958
Subtotal	176,673	180,881	185,089	189,297	193,505	197,711	201,920	206,127	210,335	214,544	218,751	37,172
Grand Total	544,649	556,074	567,496	578,920	590,342	601,761	613,187	624,608	636,030	647,455	658,883	

Source: Trip Generation, Institute of Transportation Engineers, 10th Edition (2017); TischlerBise analysis

**Figure 94. Unincorporated Beaufort County Total Daily Vehicle Trip Projections**

Development Type	Base Year 2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total Increase
Single Family												
Multifamily	7,460	7,606	7,751	7,897	8,042	8,188	8,334	8,479	8,625	8,770	8,916	1,456
Subtotal	137,809	140,499	143,187	145,877	148,566	151,255	153,945	156,634	159,324	162,012	164,702	26,893
Retail												
Office/Service	10,266	10,592	10,919	11,245	11,571	11,898	12,224	12,551	12,877	13,204	13,530	3,264
Industrial	5,105	5,276	5,446	5,616	5,787	5,957	6,128	6,298	6,468	6,639	6,809	1,704
Institutional	4,446	4,592	4,738	4,884	5,030	5,176	5,322	5,468	5,614	5,760	5,906	1,460
Subtotal	38,952	40,253	41,553	42,852	44,152	45,453	46,753	48,053	49,352	50,654	51,953	11,297
Grand Total	176,761	180,752	184,740	188,729	192,718	196,708	200,698	204,687	208,676	212,666	216,655	

Source: Trip Generation, Institute of Transportation Engineers, 10th Edition (2017); TischlerBise analysis

## APPENDIX B: LAND USE DEFINITIONS

### Residential Development

As discussed below, residential development categories are based on data from the U.S. Census Bureau, American Community Survey. Beaufort County will collect development fees from all new residential units. One-time development fees are determined by site capacity (i.e. number of residential units).

#### Single Family:

1. Single family detached is a one-unit structure detached from any other house, that is, with open space on all four sides. Such structures are considered detached even if they have an adjoining shed or garage. A one-family house that contains a business is considered detached as long as the building has open space on all four sides.
2. Single family attached (townhouse) is a one-unit structure that has one or more walls extending from ground to roof separating it from adjoining structures. In row houses (sometimes called townhouses), double houses, or houses attached to nonresidential structures, each house is a separate, attached structure if the dividing or common wall goes from ground to roof.
3. Mobile home includes both occupied and vacant mobile homes, to which no permanent rooms have been added, are counted in this category. Mobile homes used only for business purposes or for extra sleeping space and mobile homes for sale on a dealer's lot, at the factory, or in storage are not counted in the housing inventory.

#### Multifamily:

1. 2+ units (duplexes and apartments) are units in structures containing two or more housing units, further categorized as units in structures with “2, 3 or 4, 5 to 9, 10 to 19, 20 to 49, and 50 or more apartments.”
2. Boat, RV, Van, Etc. includes any living quarters occupied as a housing unit that does not fit the other categories (e.g., houseboats, railroad cars, campers, and vans). Recreational vehicles, boats, vans, railroad cars, and the like are included only if they are occupied as a current place of residence.

## Nonresidential Development

The proposed general nonresidential development categories (defined below) can be used for all new construction within Beaufort County. Nonresidential development categories represent general groups of land uses that share similar average weekday vehicle trip generation rates and employment densities (i.e., jobs per thousand square feet of floor area).

**Retail:** Establishments primarily selling merchandise, eating/drinking places, and entertainment uses. By way of example, *Retail* includes shopping centers, supermarkets, pharmacies, restaurants, bars, nightclubs, automobile dealerships, and movie theaters, hotels, and motels.

**Office/Service:** Establishments providing management, administrative, professional, or business services; By way of example, *Office/Service* includes banks, business offices, headquarter buildings, business parks, and research and development centers.

**Industrial:** Establishments primarily engaged in the production, transportation, or storage of goods. By way of example, *Industrial* includes manufacturing plants, distribution warehouses, trucking companies, utility substations, power generation facilities, and telecommunications buildings.

**Institutional:** Establishments providing management, administrative, professional, or business services; By way of example, *Institutional* includes assisted living facilities, nursing homes, hospitals, medical offices, veterinarian clinics, schools, universities, churches, daycare facilities, government buildings, and prisons.

Priority	Project	Type	Total Cost	Offset from other funding	County Contribution	Notes
						<b>Exhibit C</b>
1	US 278 Corridor (Moss Creek Dr to Cross Island Parkway)	Bridge Widening	\$290,000,000	\$290,000,000	\$0	
1	SC 170 (Okatie Center Blvd S to Tidewatch Dr)	Road Widening, Access Mgmt	\$40,000,000	\$30,000,000	\$10,000,000	Potential Sales Tax - adjusted other contribution,
1	SC 170 (Tidewatch Dr to SC 462)	Road Widening	\$40,000,000	\$30,000,000	\$10,000,000	Potential Sales Tax - adjusted other contribution
1	SC 46 Widening (Jasper County Line to SC 170)	Road Widening	\$35,000,000	\$0	\$8,750,000	
1	Burnt Church Road (Bluffton Parkway to Alljoy Rd)	Road Widening	\$15,000,000	\$0	\$12,750,000	Originally at 85% - increased to cover max budget
1	US 278 (Jasper County Line to SC 170)	6-lane Road Widening	\$45,000,000	\$33,750,000	\$11,250,000	Potential Sales Tax - adjusted other contribution
1	US 278 Corridor (Gum Tree Rd to Dillon Rd)	Road Widening/Access Management	\$45,000,000	\$0	\$22,500,000	
1	US 278 Frontage Road South (Squire Pope Road to Gum Tre New Road (2-lane/3-lane)		\$10,000,000	\$0	\$8,500,000	
1	US 278 Frontage Road North (Squire Pope Road to Wild Hor New Road (2-lane/3-lane)		\$5,000,000	\$0	\$4,250,000	
1	Sea Pines Circle	Conversion to a multi-lane roundabout	\$15,000,000	\$3,750,000	\$8,437,500	Potential Sales Tax - adjusted other contribution
2	Buckwalter Parkway	Access Management	\$36,000,000	\$0	\$18,000,000	
2	SC 46 Improvements (SC 170 to Buck Island Road)	Widening/Safety Improvements/alt. transportation - see description	\$94,000,000	\$0	\$34,780,000	
2	Bluffton Parkway 5B	New Road	\$50,000,000	\$0	\$42,500,000	Originally at 85% - increased to cover max budget
2	Bluffton Parkway	Access Management	\$45,000,000	\$0	\$22,500,000	
2	Bluffton Parkway Bicycle Facilities	Streetscaping, On-street bike lanes, resurfacing paths, etc	\$30,000,000	\$0	\$15,000,000	
2	Buckwalter Parkway Bicycle Facilities	Streetscaping, On-street bike lanes, resurfacing paths, etc	\$15,000,000	\$0	\$7,500,000	
2	H.E. McCracken	Road Widening	\$18,000,000	\$0	\$9,000,000	
2	Cherry Point Rd	Roadway Improvement	\$2,000,000	\$0	\$1,700,000	
2	Wild Horse Road (US 278 to Gum Tree Rd)	Road Widening + Roundabout	\$5,000,000	\$0	\$4,250,000	
2	Gum Tree Rd (US 278 to Squire Pope Rd)	Road Widening + Roundabout	\$7,500,000	\$0	\$6,375,000	
2	US 278 Bus (Pembroke Drive to Sea Pines Circle)	Access Management	\$25,000,000	\$0	\$12,500,000	Combine
2	Pope Avenue/Palmetto Bay Road with NW Connector	Access Management and new road	\$15,000,000		\$7,500,000	Combine
2	Main Street (Wilborn Road to Hospital Center Blvd)	2 new roundabouts	\$8,000,000		\$4,000,000	
2	New Orleans Road (Arrow Road to St. Augustine Place)	Road Widening	\$2,500,000		\$1,875,000	
3	Buck Island Road (US 278 to Bluffton Parkway)	Road Widening	\$11,000,000	\$0	\$9,350,000	
3	Lake Point Dr/ Old Miller Rd Connection	New Road	\$2,000,000	\$0	\$1,000,000	
3	Innovation Drive	New Road	\$2,500,000	\$0	\$625,000	
3	Bruin Road Extension (Burnt Church Rd to Malphrus Rd)	New Road	\$10,000,000	\$0	\$2,500,000	
3	Malphrus Rd (Bruin Rd Ext to Bluffton Parkway)	Road Widening	\$10,000,000		\$2,500,000	
3	Arrow Road (New Orleans Road to Palmetto Bay Road)	Road Widening + Roundabout	\$15,000,000		\$7,500,000	
3	Marshland Road - Leg O Mutton Road Roundabout	Intersection Improvement	\$2,000,000		\$1,500,000	
3	Dillon Road - Gateway Circle Roundabout	Intersection Improvement	\$2,000,000		\$1,500,000	
	16 Traffic Signal	Traffic Signal	\$16,000,000	\$0	\$13,600,000	
	Rose Hill Connection to Buck Island Rd	New Road	\$4,000,000	\$0	\$3,400,000	
<b>Totals:</b>						

Total Costs for Road Projects	\$327,392,500
2030 Vehicle Miles Traveled-South of the Broad	1,585,901
Cost per Vehicle Miles Traveled	\$206.44
Priority 1 & 2 Total Costs	\$283,917,500
2030 Vehicle Miles Traveled-South of the Broad	1,585,901
Capital Cost per Vehicle Miles Traveled	\$179.03
Priority 1 Total Costs	\$96,437,500
2030 Vehicle Miles Traveled-South of the Broad	1,585,901
Capital Cost per Vehicle Miles Traveled	\$60.81

# Impact Fee Study Overview

**Town of Hilton Head Island, SC**

*October 6, 2020*



**TischlerBise**  
FISCAL | ECONOMIC | PLANNING

# General Impact Fee Overview

- One-time payment for growth-related infrastructure
- Only paid by new development—not existing residents or businesses
- Impact fees fund capital improvements that add capacity
- Not a tax but an agreement to build infrastructure
  - Helps alleviate pressure on GF tax revenue for capital projects
- Three requirements to meet **rational nexus**:
  - **Need**: Growth creates the need for the infrastructure
  - **Benefit**: Growth receives a benefit from the infrastructure
  - **Proportionality**: Growth pays its fair share of the cost

# Common Impact Fee Methods

- Cost Recovery (past)
  - Oversized and unique facilities
  - Funds typically used for debt service
- Incremental Expansion (present)
  - Formula-based approach documents level of service with both quantitative and qualitative measures
- Plan-Based (future)
  - Common for utilities but can also be used for other public facilities with non-impact fee funding

# Impact Fees in South Carolina

- Impact fee revenue must be maintained in an interest bearing account
- Monies must be spent within 3 years of scheduled date for construction in the CIP
- Must publish an Annual Monitoring Report
- Comprehensive review and update every 5 years, requiring an updated study
- Requires an analysis that estimates the effect of imposing updated impact fees on affordable housing in the County

# Beaufort County Projected Growth

## ○ 10-Year Residential & Nonresidential Projections

	Base Year 2019	2024	2029	Total Increase
<b>Population</b>				
Permanent Unincorp. Residents	72,954	80,534	88,115	<b>15,161</b>
Permanent Incorp. Residents	110,758	123,808	136,855	<b>26,096</b>
Seasonal Residents	39,122	41,042	42,656	<b>3,534</b>
Peak Daily Visitors	54,612	57,291	59,543	<b>4,931</b>
<b>Total Peak Population</b>	<b>277,446</b>	<b>302,675</b>	<b>327,168</b>	<b>49,722</b>
<b>Housing Units</b>				
Unincorporated Units	33,308	36,558	39,808	<b>6,500</b>
Incorporated Units	47,152	52,742	58,336	<b>11,184</b>
Seasonal Units	15,582	16,222	16,860	<b>1,278</b>
<b>Total Housing Units</b>	<b>96,042</b>	<b>105,522</b>	<b>115,004</b>	<b>18,962</b>
<b>Housing Type</b>				
Single Family	72,441	79,473	86,506	<b>14,065</b>
Multifamily	23,601	26,049	28,498	<b>4,897</b>
<b>Total Housing Units</b>	<b>96,042</b>	<b>105,522</b>	<b>115,004</b>	<b>18,962</b>

	Base Year 2019	2024	2029	Total Increase
<b>Countywide Jobs</b>				
Retail	15,943	17,782	19,620	<b>3,677</b>
Office/Service	27,466	30,723	33,980	<b>6,514</b>
Industrial	14,825	16,813	18,801	<b>3,976</b>
Institutional	8,246	9,289	10,332	<b>2,086</b>
<b>Total</b>	<b>66,480</b>	<b>74,606</b>	<b>82,733</b>	<b>16,253</b>
<b>Countywide Nonresidential Floor Area (1,000 sq. ft.)</b>				
Retail	6,808	7,593	8,378	<b>1,570</b>
Office/Service	9,256	10,354	11,451	<b>2,195</b>
Industrial	9,310	10,558	11,807	<b>2,497</b>
Institutional	2,919	3,288	3,658	<b>738</b>
<b>Total</b>	<b>28,293</b>	<b>31,793</b>	<b>35,293</b>	<b>7,000</b>

Source: Beaufort County TAZ Transportation Model; Trip Generation, Institute of Transportation Engineers, 10th Edition (2017)

Source: Beaufort County TAZ Transportation Model; U.S. Census Bureau, 2013-2017 American Community Survey 5-Year Estimates; Beaufort County Convention and Visitor Bureau, 2017

# Beaufort County Impact Fee Study

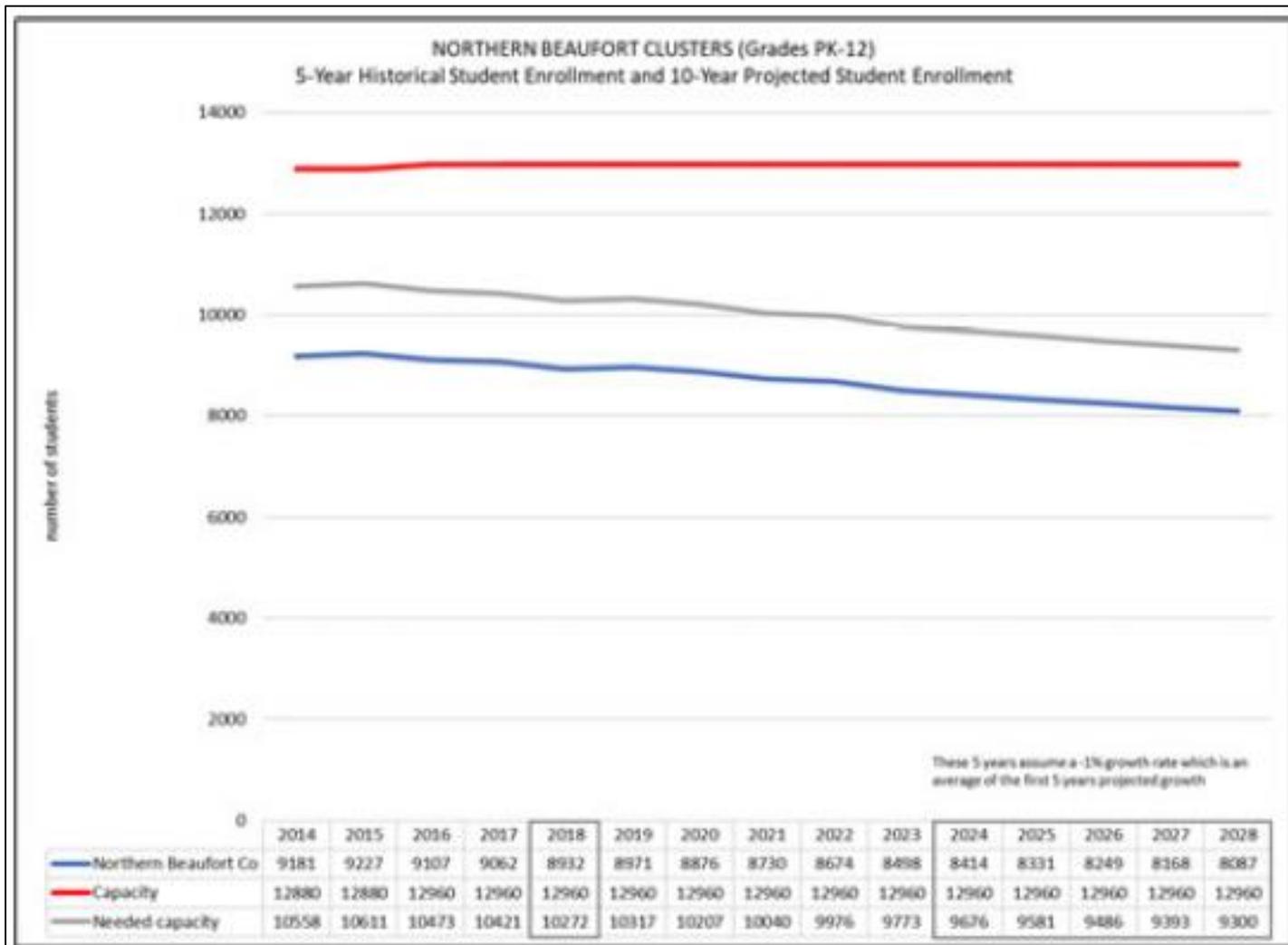
- Intergovernmental agreements are necessary to ensure fee revenue matches capital costs from future growth
- IGAs are in place for some of the capital components
- However, Beaufort County needs to revisit IGAs with municipalities for new components

# School Impact Fee Analysis

- Components:
  - **School Construction** – Incremental
  - **School Land** – Incremental
  - **School Buses** – Incremental
- Service Area:
  - South of the Broad River Only
- Current IGAs:
  - None (new fee)

# School Impact Fee Analysis

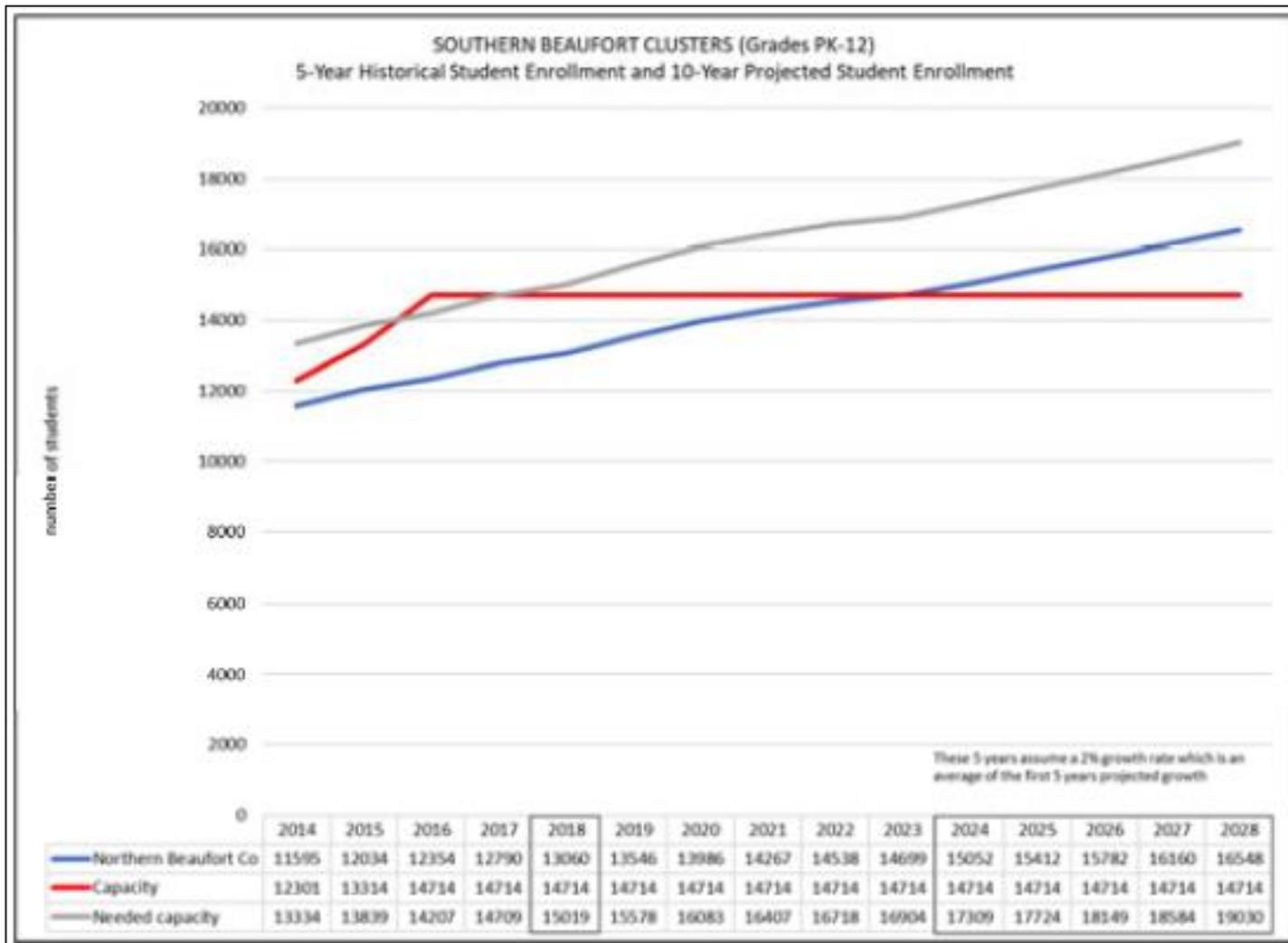
- Total Enrollment Projections **North of the Broad**
- **Decreasing** enrollment



Source: BCSD Capital Plan and Budget

# School Impact Fee Analysis

- Total Enrollment Projections South of the Broad
- Enrollment surpasses capacity in 2023



Source: BCSD Capital Plan and Budget

# School Impact Fee Analysis

- Preliminary Maximum Supportable Fee
- South of the Broad

Student Generation Rates [1]	School Level			Total
	Elementary (K-5)	Middle (6-8)	High (9-12)	
Housing Type				
Single Family	0.106	0.056	0.074	0.236
Multifamily	0.069	0.023	0.026	0.117

[1] Source: US Census Bureau, 5-Year 2017 American Community Survey PUMS data for South Carolina PUMA 01400; TischlerBise analysis

Maximum Supportable School Impact Fee				
Housing Type	Elementary (K-5)	Middle (6-8)	High (9-12)	Maximum Supportable Fee
Single Family	\$3,635	\$2,229	\$3,671	\$9,535
Multifamily	\$2,350	\$891	\$1,267	\$4,508

# School Impact Fee Analysis

- School Impact Fee Revenue
- South of the Broad

Projected Development Impact Fee Revenue

		Single Family \$9,535 per unit	Multifamily \$4,508 per unit
Year		Housing Units	Housing Units
Base	2019	44,852	15,253
Year 1	2020	45,642	15,555
Year 2	2021	46,431	15,858
Year 3	2022	47,221	16,160
Year 4	2023	48,009	16,464
Year 5	2024	48,798	16,767
Year 6	2025	49,588	17,069
Year 7	2026	50,377	17,372
Year 8	2027	51,166	17,675
Year 9	2028	51,955	17,978
Year 10	2029	52,750	18,283
Ten-Year Increase		7,898	3,031
Projected Revenue		\$75,304,749	\$13,662,761
<b>Projected Revenue =&gt;</b>		<b>\$88,967,511</b>	

# Beaufort County Impact Fee Study

- Parks & Recreation
- Libraries
- Public Safety: EMS
- Public Safety: Fire
- Transportation
- Housing Affordability

# Parks & Rec Impact Fee Analysis

- Components:
  - **Regional Parkland and Improvements** - Incremental
  - **Community Parkland and Improvements** - Incremental
  - **Neighborhood Parkland and Improvements** - Incremental
  - **Recreation Centers** - Incremental
- Service Area:
  - Regional Parks – Countywide
  - All other facilities – North and South of the Broad River
- Current IGAs:
  - Only Town of Bluffton

# Parks & Rec Impact Fee Analysis

- Projected Future Facility Needs
- Regional Park: Countywide

Level of Service		Demand Unit	Unit Cost
2.29	Regional Parks Acres	per 1,000 Persons	\$85,408

Year		Population	Regional Park Acres
Base	2019	222,834	510.2
Year 1	2020	227,584	521.1
Year 2	2021	232,034	531.3
Year 3	2022	236,484	541.5
Year 4	2023	240,934	551.7
Year 5	2024	245,384	561.9
Year 6	2025	249,834	572.1
Year 7	2026	254,283	582.3
Year 8	2027	258,733	592.4
Year 9	2028	263,183	602.6
Year 10	2029	267,625	612.8
Ten-Year Increase		44,791	<b>102.6</b>
		<b>Growth-Related Expenditures</b>	<b>\$8,762,878</b>

<b>Countywide Growth-Related Expenditures</b>	<b>\$8,762,878</b>
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# Parks & Rec Impact Fee Analysis

- Projected Future Facility Needs
- North of the Broad

Level of Service		Demand Unit	Unit Cost
1.01	Community Park Acres	per 1,000 Persons	\$69,122
0.44	Neighborhood Park Acres	per 1,000 Persons	\$76,612
0.06	Recreation Center Acres	per 1,000 Persons	\$14,000
289.76	Recreation Center Square Feet	per 1,000 Persons	\$175.82

Year		Population	Community Park Acres	Neighborhood Park Acres	Recreation Center Acres	Recreation Center Square Feet
Base	2019	88,819	89.7	39.0	5.3	25,736
Year 1	2020	90,719	91.6	39.9	5.4	26,287
Year 2	2021	92,620	93.5	40.7	5.5	26,838
Year 3	2022	94,521	95.4	41.5	5.6	27,388
Year 4	2023	96,421	97.3	42.4	5.7	27,939
Year 5	2024	98,322	99.3	43.2	5.8	28,490
Year 6	2025	100,222	101.2	44.0	6.0	29,040
Year 7	2026	102,123	103.1	44.9	6.1	29,591
Year 8	2027	104,024	105.0	45.7	6.2	30,142
Year 9	2028	105,924	106.9	46.6	6.3	30,693
Year 10	2029	107,819	108.8	47.4	6.4	31,242
Ten-Year Increase		19,000	19.1	8.4	1.1	5,506
<b>Growth-Related Expenditures</b>			<b>\$1,320,240</b>	<b>\$643,539</b>	<b>\$15,400</b>	<b>\$968,086</b>

**North of the Broad Growth-Related Expenditures \$2,947,264**

# Parks & Rec Impact Fee Analysis

- Projected Future Facility Needs
- South of the Broad

Level of Service		Demand Unit	Unit Cost
0.06	Community Park Acres	per 1,000 Persons	\$234,923
0.04	Neighborhood Park Acres	per 1,000 Persons	\$429,440
0.19	Recreation Center Acres	per 1,000 Persons	\$158,000
258.94	Recreation Center Square Feet	per 1,000 Persons	\$37.00

Year		Population	Community Park Acres	Neighborhood Park Acres	Recreation Center Acres	Recreation Center Square Feet
Base	2019	134,015	8.0	5.3	25.4	34,702
Year 1	2020	136,865	8.2	5.4	26.0	35,440
Year 2	2021	139,414	8.3	5.5	26.4	36,100
Year 3	2022	141,963	8.5	5.6	26.9	36,760
Year 4	2023	144,513	8.6	5.7	27.4	37,420
Year 5	2024	147,062	8.8	5.8	27.9	38,080
Year 6	2025	149,612	8.9	5.9	28.4	38,741
Year 7	2026	152,160	9.1	6.0	28.9	39,400
Year 8	2027	154,709	9.2	6.1	29.3	40,060
Year 9	2028	157,259	9.4	6.2	29.8	40,721
Year 10	2029	159,806	9.5	6.3	30.3	41,380
Ten-Year Increase		25,791	1.5	1.0	4.9	6,678
<b>Growth-Related Expenditures</b>			<b>\$352,385</b>	<b>\$429,440</b>	<b>\$774,200</b>	<b>\$247,086</b>

**South of the Broad Growth-Related Expenditures | \$1,803,111**

# Parks & Rec Impact Fee Analysis

## ○ Preliminary Maximum Supportable Fee

### North of the Broad Service Area

Fee Component	Land Cost per Person	Improvement Cost per Person
Regional Parks	\$124	\$71
Community Parks	\$14	\$56
Neighborhood Parks	\$6	\$28
Recreational Facilities	\$1	\$51
<b>Gross Total</b>	<b>\$145</b>	<b>\$206</b>
<b>Gross Total per Person</b>	<b>\$351</b>	
<b>Credit for Debt Payments</b>	<b>(\$4)</b>	
<b>Net Total</b>	<b>\$347</b>	

### South of the Broad Service Area

Fee Component	Land Cost per Person	Improvement Cost per Person
Regional Parks	\$124	\$71
Community Parks	\$9	\$5
Neighborhood Parks	\$6	\$11
Recreational Facilities	\$30	\$10
<b>Gross Total</b>	<b>\$169</b>	<b>\$97</b>
<b>Gross Total per Person</b>	<b>\$266</b>	
<b>Credit for Debt Payments</b>	<b>(\$31)</b>	
<b>Net Total</b>	<b>\$235</b>	

### Residential

Housing Unit Size (Sq. Ft.)	Persons per Household	Maximum Supportable Fee per Unit	Current Fee [1]	Increase/ (Decrease)
1,000 or less	1.40	\$486	\$321	\$165
1,001 to 1,250	1.70	\$590	\$321	\$269
1,251 to 1,500	2.00	\$694	\$321	\$373
1,501 to 1,750	2.30	\$798	\$321	\$477
1,751 to 2,000	2.50	\$868	\$321	\$547
2,001 to 2,500	2.90	\$1,006	\$321	\$685
2,501 to 3,000	3.10	\$1,076	\$321	\$755
3,001 to 3,500	3.40	\$1,180	\$321	\$859
3,501 to 4,000	3.60	\$1,249	\$321	\$928
4,001 or more	3.80	\$1,319	\$321	\$998

[1] fee listed is the average of the fees for the current service areas north of the Broad River

### Residential

Housing Unit Size (Sq. Ft.)	Persons per Household	Maximum Supportable Fee per Unit	Current Fee [1]	Increase/ (Decrease)
1,000 or less	1.20	\$282	\$671	(\$389)
1,001 to 1,250	1.50	\$353	\$671	(\$318)
1,251 to 1,500	1.80	\$423	\$671	(\$248)
1,501 to 1,750	2.00	\$470	\$671	(\$201)
1,751 to 2,000	2.20	\$517	\$671	(\$154)
2,001 to 2,500	2.50	\$588	\$671	(\$83)
2,501 to 3,000	2.80	\$658	\$671	(\$13)
3,001 to 3,500	3.00	\$705	\$671	\$34
3,501 to 4,000	3.20	\$752	\$671	\$81
4,001 or more	3.30	\$776	\$671	\$105

[1] fee listed is the average of the fees for the current service areas south of the Broad River

# Parks & Rec Impact Fee Analysis

- Parks & Rec Impact Fee Revenue: **North of the Broad**
  - County collecting in only unincorporated areas

## Infrastructure Costs for Parks & Recreation Facilities

	Total Cost	Growth Cost
Regional Parks	\$3,717,146	\$3,717,146
Community Parks	\$1,320,240	\$1,320,240
Neighborhood Parks	\$643,539	\$643,539
Recreational Facilities	\$983,310	\$983,310
<b>Total Expenditures</b>	<b>\$6,664,235</b>	<b>\$6,664,235</b>

<b>Projected Revenue =&gt;</b>	<b>\$4,243,418</b>
<b>Total Expenditures =&gt;</b>	<b>\$6,664,235</b>
<b>Non-Impact Fee Funding =&gt;</b>	<b>\$2,420,816</b>

## Projected Development Impact Fee Revenue

		Single Family \$1,076 per unit	Multifamily \$590 per unit	Retail \$0 per KSF	Office/Service \$0 per KSF	Industrial \$0 per KSF	Institutional \$0 per KSF
Year		Housing Units	Housing Units	KSF	KSF	KSF	KSF
Base	2019	15,141	4,582	459	674	703	107
Year 1	2020	15,479	4,684	475	698	728	110
Year 2	2021	15,817	4,786	491	722	753	114
Year 3	2022	16,155	4,888	507	745	778	118
Year 4	2023	16,492	4,991	523	769	803	122
Year 5	2024	16,830	5,093	539	793	827	125
Year 6	2025	17,168	5,195	555	816	852	129
Year 7	2026	17,506	5,297	571	840	877	133
Year 8	2027	17,844	5,399	587	864	902	137
Year 9	2028	18,181	5,502	603	888	927	141
Year 10	2029	18,524	5,605	619	911	951	144
Ten-Year Increase		3,382	1,024	159	237	248	38
Projected Revenue		\$3,639,533	\$603,885	\$0	\$0	\$0	\$0

# Parks & Rec Impact Fee Analysis

- Parks & Rec Impact Fee Revenue: South of the Broad
  - County collecting in unincorporated areas and Bluffton

## Infrastructure Costs for Parks & Recreation Facilities

	Total Cost	Growth Cost
Regional Parks	\$5,045,732	\$5,045,732
Community Parks	\$352,385	\$352,385
Neighborhood Parks	\$429,440	\$429,440
Recreational Facilities	\$1,021,323	\$1,021,323
<b>Total Expenditures</b>	<b>\$6,848,880</b>	<b>\$6,848,880</b>

<b>Projected Revenue =&gt;</b>	<b>\$3,638,828</b>
<b>Total Expenditures =&gt;</b>	<b>\$6,848,880</b>
<b>General Fund's Share =&gt;</b>	<b>\$3,210,052</b>

## Projected Development Impact Fee Revenue

		Single Family \$658 per unit	Multifamily \$353 per unit	Retail \$0 per KSF	Office/Service \$0 per KSF	Industrial \$0 per KSF	Institutional \$0 per KSF
Year		Housing Units	Housing Units	KSF	KSF	KSF	KSF
Base	2019	31,421	13,757	2,662	3,394	4,816	1,692
Year 1	2020	31,824	13,930	2,720	3,467	4,923	1,730
Year 2	2021	32,276	14,131	2,788	3,549	5,046	1,773
Year 3	2022	32,728	14,331	2,857	3,632	5,170	1,817
Year 4	2023	33,180	14,532	2,925	3,714	5,293	1,860
Year 5	2024	33,632	14,732	2,994	3,796	5,417	1,904
Year 6	2025	34,084	14,933	3,062	3,879	5,540	1,947
Year 7	2026	34,536	15,133	3,131	3,961	5,664	1,991
Year 8	2027	34,988	15,334	3,199	4,044	5,787	2,034
Year 9	2028	35,440	15,534	3,268	4,126	5,911	2,078
Year 10	2029	35,890	15,735	3,336	4,209	6,034	2,121
Ten-Year Increase		4,469	1,978	674	814	1,219	429
Projected Revenue		\$2,940,661	\$698,167	\$0	\$0	\$0	\$0

# Beaufort County Impact Fee Study

- Parks & Recreation
- **Libraries**
- Public Safety: EMS
- Public Safety: Fire
- Transportation
- Housing Affordability

# Library Impact Fee Analysis

- Components:
  - **Library Branches** - Incremental
  - **Bookmobiles** - Incremental
- Service Area:
  - Library Branches - North and South of the Broad River
  - Bookmobiles – Countywide
- Current IGAs:
  - Bluffton, Hilton Head Island participating
  - Beaufort, Port Royal considering program

# Library Impact Fee Analysis

- Projected Future Facility Needs
- Service Area: **North of the Broad**

Level of Service		Demand Unit	Unit Cost
0.67	Library Branch Square Feet	per Persons	\$285
0.11	Library Branch Land Acres	per 1,000 Persons	\$14,000

Year		Population	Library Branch Square Feet	Library Branch Land Acres
Base	2019	88,819	59,508	9.77
Year 1	2020	90,719	60,781	9.97
Year 2	2021	92,620	62,055	10.18
Year 3	2022	94,521	63,329	10.39
Year 4	2023	96,421	64,602	10.60
Year 5	2024	98,322	65,875	10.81
Year 6	2025	100,222	67,148	11.02
Year 7	2026	102,123	68,422	11.23
Year 8	2027	104,024	69,696	11.44
Year 9	2028	105,924	70,969	11.65
Year 10	2029	107,819	72,238	11.86
Ten-Year Increase		19,000	<b>12,730</b>	<b>2.09</b>
<b>Growth-Related Expenditures</b>			<b>\$3,628,050</b>	<b>\$29,260</b>

<b>North of the Broad Growth-Related Expenditures</b>	<b>\$3,657,310</b>
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# Library Impact Fee Analysis

- Projected Future Facility Needs
- Service Area: South of the Broad

Level of Service		Demand Unit	Unit Cost
0.39	Library Branch Square Feet	per Person	\$285
0.09	Library Branch Land Acres	per 1,000 Persons	\$158,000

Year		Population	Library Branch Square Feet	Library Branch Land Acres
Base	2019	134,015	52,266	12.06
Year 1	2020	136,865	53,377	12.31
Year 2	2021	139,414	54,371	12.54
Year 3	2022	141,963	55,365	12.77
Year 4	2023	144,513	56,360	13.00
Year 5	2024	147,062	57,354	13.23
Year 6	2025	149,612	58,348	13.46
Year 7	2026	152,160	59,342	13.69
Year 8	2027	154,709	60,336	13.92
Year 9	2028	157,259	61,331	14.15
Year 10	2029	159,806	62,324	14.38
Ten-Year Increase		25,791	<b>10,058</b>	<b>2.32</b>
<b>Growth-Related Expenditures</b>			<b>\$2,866,530</b>	<b>\$366,560</b>

<b>South of the Broad Growth-Related Expenditures</b>	<b>\$3,233,090</b>
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# Library Impact Fee Analysis

- Projected Future Facility Needs – Bookmobiles
- Service Area: Countywide

Type of Infrastructure	Level of Service		Demand Unit	Unit Cost / Sq. Ft.
Bookmobiles	Residential	0.009	Vehicles	per 1,000 persons
	Nonresidential	0.00		per jobs
				\$150,000

Growth-Related Need for Bookmobiles						
Year		Population	Jobs	Residential Square Feet	Nonresidential Square Feet	Total Square Feet
Base	2019	222,834	66,479	2.0	0.0	2.0
Year 1	2020	227,584	68,104	2.0	0.0	2.0
Year 2	2021	232,034	69,730	2.1	0.0	2.1
Year 3	2022	236,484	71,355	2.1	0.0	2.1
Year 4	2023	240,934	72,980	2.2	0.0	2.2
Year 5	2024	245,384	74,606	2.2	0.0	2.2
Year 6	2025	249,834	76,231	2.2	0.0	2.2
Year 7	2026	254,283	77,856	2.3	0.0	2.3
Year 8	2027	258,733	79,482	2.3	0.0	2.3
Year 9	2028	263,183	81,107	2.4	0.0	2.4
Year 10	2029	267,625	82,733	2.4	0.0	2.4
Ten-Year Increase		44,791	16,254	0.4	0.0	0.4
Projected Expenditure				\$60,000	\$0	\$60,000

<b>Growth-Related Expenditures for Bookmobiles</b>	<b>\$60,000</b>
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# Library Impact Fee Analysis

## ○ Preliminary Maximum Supportable Fee

### North of the Broad Service Area

Fee Component	Cost per Person
Library Branches	\$191
Library Land	\$2
Book Mobiles	\$1
<b>Gross Total</b>	<b>\$194</b>
<b>Credit for Debt Payments</b>	<b>(\$33)</b>
<b>Net Total</b>	<b>\$161</b>

### South of the Broad Service Area

Fee Component	Cost per Person
Library Branches	\$111
Library Land	\$14
Book Mobiles	\$1
<b>Gross Total</b>	<b>\$126</b>
<b>Credit for Debt Payments</b>	<b>\$0</b>
<b>Net Total</b>	<b>\$126</b>

### Residential

Housing Unit Size (Sq. Ft.)	Persons per Household	Maximum Supportable Fee per Unit	Current Fee	Increase/ (Decrease)
1,000 or less	1.40	\$225	\$553	(\$328)
1,001 to 1,250	1.70	\$273	\$553	(\$280)
1,251 to 1,500	2.00	\$321	\$553	(\$232)
1,501 to 1,750	2.30	\$369	\$553	(\$184)
1,751 to 2,000	2.50	\$401	\$553	(\$152)
2,001 to 2,500	2.90	\$466	\$553	(\$87)
2,501 to 3,000	3.10	\$498	\$553	(\$55)
3,001 to 3,500	3.40	\$546	\$553	(\$7)
3,501 to 4,000	3.60	\$578	\$553	\$25
4,001 or more	3.80	\$610	\$553	\$57

### Residential

Housing Unit Size (Sq. Ft.)	Persons per Household	Maximum Supportable Fee per Unit	Current Fee	Increase/ (Decrease)
1,000 or less	1.20	\$151	\$553	(\$402)
1,001 to 1,250	1.50	\$189	\$553	(\$364)
1,251 to 1,500	1.80	\$227	\$553	(\$326)
1,501 to 1,750	2.00	\$252	\$553	(\$301)
1,751 to 2,000	2.20	\$278	\$553	(\$275)
2,001 to 2,500	2.50	\$316	\$553	(\$237)
2,501 to 3,000	2.80	\$353	\$553	(\$200)
3,001 to 3,500	3.00	\$379	\$553	(\$174)
3,501 to 4,000	3.20	\$404	\$553	(\$149)
4,001 or more	3.30	\$417	\$553	(\$136)

# Library Impact Fee Analysis

- Library Impact Fee Revenue: **North of the Broad**
  - Projections include revenue from municipalities
  - Credit results in a slight need for other funding

## Infrastructure Costs for Library Facilities

	Total Cost	Growth Cost
Library Branches	\$3,628,050	\$3,628,050
Library Land	\$29,260	\$29,260
Bookmobiles	\$25,928	\$25,928
<b>Total Expenditures</b>	<b>\$3,683,238</b>	<b>\$3,683,238</b>

<b>Projected Revenue =&gt;</b>	<b>\$3,580,784</b>
<b>Total Expenditures =&gt;</b>	<b>\$3,683,238</b>
<b>Non-Impact Fee Funding =&gt;</b>	<b>\$102,454</b>

## Projected Development Impact Fee Revenue

		Single Family \$498 per unit	Multifamily \$273 per unit	Retail \$0 per KSF	Office/Service \$0 per KSF	Industrial \$0 per KSF	Institutional \$0 per KSF
Year		Housing Units	Housing Units	KSF	KSF	KSF	KSF
Base	2018	27,589	8,348	2,321	3,970	3,885	1,074
Year 1	2019	28,206	8,535	2,401	4,100	4,015	1,109
Year 2	2020	28,823	8,722	2,480	4,230	4,144	1,143
Year 3	2021	29,440	8,909	2,559	4,360	4,273	1,178
Year 4	2022	30,058	9,095	2,639	4,490	4,403	1,213
Year 5	2023	30,675	9,282	2,718	4,620	4,532	1,248
Year 6	2024	31,292	9,469	2,797	4,750	4,661	1,283
Year 7	2025	31,909	9,656	2,877	4,880	4,791	1,318
Year 8	2026	32,526	9,843	2,956	5,010	4,920	1,353
Year 9	2027	33,144	10,029	3,035	5,140	5,049	1,388
Year 10	2028	33,756	10,215	3,115	5,270	5,179	1,423
Ten-Year Increase		6,167	1,866	793	1,300	1,293	349
Projected Revenue		\$3,071,306	\$509,478	\$0	\$0	\$0	\$0

# Library Impact Fee Analysis

- Library Impact Fee Revenue: South of the Broad
- Projections include revenue from municipalities

## Infrastructure Costs for Library Facilities

	Total Cost	Growth Cost
Library Branches	\$2,866,530	\$2,866,530
Library Land	\$366,560	\$366,560
Bookmobiles	\$35,272	\$35,272
<b>Total Expenditures</b>	<b>\$3,268,362</b>	<b>\$3,268,362</b>

Projected Revenue =>	<b>\$3,360,712</b>
Total Expenditures =>	<b>\$3,268,362</b>
Non-Impact Fee Funding =>	<b>\$0</b>

## Projected Development Impact Fee Revenue

		Single Family \$353 per unit	Multifamily \$189 per unit	Retail \$0 per KSF	Office/Service \$0 per KSF	Industrial \$0 per KSF	Institutional \$0 per KSF
Year		Housing Units	Housing Units	KSF	KSF	KSF	KSF
Base	2018	44,852	15,253	4,486	5,287	5,424	1,845
Year 1	2019	45,642	15,555	4,564	5,376	5,544	1,884
Year 2	2020	46,431	15,858	4,642	5,466	5,665	1,923
Year 3	2021	47,221	16,160	4,720	5,555	5,785	1,962
Year 4	2022	48,009	16,464	4,797	5,645	5,906	2,001
Year 5	2023	48,798	16,767	4,875	5,734	6,026	2,040
Year 6	2024	49,588	17,069	4,953	5,824	6,146	2,079
Year 7	2025	50,377	17,372	5,030	5,913	6,267	2,118
Year 8	2026	51,166	17,675	5,108	6,003	6,387	2,157
Year 9	2027	51,955	17,978	5,186	6,092	6,508	2,196
Year 10	2028	52,750	18,283	5,263	6,182	6,628	2,235
Ten-Year Increase		7,898	3,031	777	895	1,204	389
Projected Revenue		\$2,787,895	\$572,818	\$0	\$0	\$0	\$0

# Beaufort County Impact Fee Study

- Parks & Recreation
- Libraries
- **Public Safety: EMS**
- Public Safety: Fire
- Transportation
- Housing Affordability

# EMS Impact Fee Analysis

- Components:
  - **EMS Stations** - Incremental
  - **EMS Vehicles** - Incremental
- Service Area:
  - Countywide excluding Hilton Head Island
- Current IGAs:
  - None (new fee)

# EMS Impact Fee Analysis

- Projected Future Facility Needs – EMS Stations
- Service Area: Countywide

Type of Infrastructure	Level of Service		Demand Unit	Unit Cost / Sq. Ft.
EMS Stations	Residential	0.17	Square Feet	per persons
	Nonresidential	0.06		per vehicle trip
				\$413

Growth-Related Need for EMS Stations						
Year		Population	Nonres. Trips	Residential Square Feet	Nonresidential Square Feet	Total Square Feet
Base	2019	158,581	112,143	26,958	6,729	33,687
Year 1	2020	163,613	115,884	27,814	6,953	34,767
Year 2	2021	167,928	119,945	28,547	7,197	35,744
Year 3	2022	172,243	124,006	29,281	7,440	36,721
Year 4	2023	176,558	128,067	30,014	7,684	37,698
Year 5	2024	180,874	132,127	30,748	7,928	38,676
Year 6	2025	185,189	136,189	31,482	8,171	39,653
Year 7	2026	189,502	140,249	32,215	8,415	40,630
Year 8	2027	193,817	144,310	32,948	8,659	41,607
Year 9	2028	198,132	148,372	33,682	8,902	42,584
Year 10	2029	202,432	152,433	34,413	9,146	43,559
Ten-Year Increase		43,851	40,289	7,455	2,417	9,872
		<b>Projected Expenditure</b>		<b>\$3,078,915</b>	<b>\$998,221</b>	<b>\$4,077,136</b>

**Growth-Related Expenditures for EMS Stations      \$4,077,136**

# EMS Impact Fee Analysis

- Projected Future Facility Needs – EMS Vehicles
- Service Area: Countywide

Type of Infrastructure	Level of Service		Demand Unit	Unit Cost
EMS Vehicles	Residential	0.08	Vehicles	per 1,000 persons
	Nonresidential	0.03		per 1,000 vehicle trips

Growth-Related Need for EMS Vehicles						
Year		Population	Nonres. Trips	Residential Vehicles	Nonresidential Vehicles	Total Vehicles
Base	2019	158,581	112,143	13.42	3.53	16.95
Year 1	2020	163,613	115,884	13.85	3.65	17.50
Year 2	2021	167,928	119,945	14.22	3.78	18.00
Year 3	2022	172,243	124,006	14.58	3.91	18.49
Year 4	2023	176,558	128,067	14.95	4.04	18.99
Year 5	2024	180,874	132,127	15.31	4.16	19.47
Year 6	2025	185,189	136,189	15.68	4.29	19.97
Year 7	2026	189,502	140,249	16.04	4.42	20.46
Year 8	2027	193,817	144,310	16.41	4.55	20.96
Year 9	2028	198,132	148,372	16.77	4.68	21.45
Year 10	2029	202,432	152,433	17.14	4.80	21.94
Ten-Year Increase		43,851	40,289	<b>3.72</b>	<b>1.27</b>	<b>4.99</b>
		<b>Projected Expenditure</b>		<b>\$1,116,000</b>	<b>\$381,000</b>	<b>\$1,497,000</b>

**Growth-Related Expenditures for EMS Vehicles | \$1,497,000**

# EMS Impact Fee Analysis

- **Preliminary** Maximum Supportable Fee
  - The County currently does not have an EMS fee

Fee Component	Cost per Person	Cost per Nonres. Vehicle Trip
EMS Facilities	\$70	\$25
EMS Vehicles	\$24	\$9
<b>Gross Total</b>	<b>\$94</b>	<b>\$34</b>
<b>Credit for Debt Payments</b>	<b>(\$21)</b>	<b>(\$8)</b>
<b>Net Total</b>	<b>\$73</b>	<b>\$26</b>

## Residential

Housing Unit Size (Sq. Ft.)	Persons per Household	Maximum Supportable Fee per Unit
1,000 or less	1.30	\$95
1,001 to 1,250	1.62	\$118
1,251 to 1,500	1.89	\$138
1,501 to 1,750	2.12	\$155
1,751 to 2,000	2.32	\$169
2,001 to 2,500	2.65	\$193
2,501 to 3,000	2.92	\$213
3,001 to 3,500	3.15	\$230
3,501 or 4,000	3.35	\$245
4,001 or more	3.53	\$258

## Nonresidential

Development Type	Trips per 1,000 Sq. Ft.	Maximum Supportable Fee per 1,000 Sq. Ft.
Retail	14.35	\$373
Office/Service	4.87	\$127
Industrial	1.97	\$51
Institutional	5.36	\$139

# EMS Impact Fee Analysis

- EMS Impact Fee Revenue
  - Credit results in revenue not covering entire cost

## Infrastructure Costs for Public Safety Facilities

	Total Cost	Growth Cost
EMS Facilities	\$4,077,136	\$4,077,136
EMS Vehicles	\$1,497,000	\$1,497,000
<b>Total Expenditures</b>	<b>\$5,574,136</b>	<b>\$5,574,136</b>

<b>Projected Revenue =&gt;</b>	<b>\$4,190,284</b>
<b>Total Expenditures =&gt;</b>	<b>\$5,574,136</b>
<b>Non-Impact Fee Funding =&gt;</b>	<b>\$1,383,852</b>

## Projected Development Impact Fee Revenue

		Single Family \$213 per unit	Multifamily \$118 per unit	Retail \$373 per KSF	Office/Service \$127 per KSF	Industrial \$51 per KSF	Institutional \$139 per KSF
Year		Housing Units	Housing Units	KSF	KSF	KSF	KSF
Base	2019	53,764	13,384	4,109	5,930	6,807	2,043
Year 1	2020	55,015	13,788	4,241	6,136	7,045	2,113
Year 2	2021	56,266	14,193	4,392	6,347	7,288	2,185
Year 3	2022	57,517	14,597	4,543	6,559	7,531	2,258
Year 4	2023	58,768	15,002	4,693	6,771	7,774	2,330
Year 5	2024	60,019	15,407	4,844	6,983	8,017	2,402
Year 6	2025	61,270	15,811	4,995	7,195	8,260	2,475
Year 7	2026	62,521	16,216	5,146	7,407	8,503	2,547
Year 8	2027	63,772	16,621	5,297	7,618	8,746	2,619
Year 9	2028	65,023	17,025	5,448	7,830	8,989	2,692
Year 10	2029	66,275	17,431	5,599	8,042	9,232	2,764
Ten-Year Increase		12,511	4,047	1,490	2,112	2,425	721
Projected Revenue		\$2,664,864	\$477,546	\$555,776	\$268,179	\$123,676	\$100,242

# Beaufort County Impact Fee Study

- Parks & Recreation
- Libraries
- Public Safety: EMS
- **Public Safety: Fire**
- Transportation
- Housing Affordability

# Fire Impact Fee Analysis

- Components:
  - **Fire Stations** – Incremental
  - **Admin and Training Facilities** – Incremental
  - **Fire Apparatuses** - Incremental
- Service Area:
  - Bluffton Township Fire District and North of the Broad Service Area excluding Beaufort/Port Royal
- Current IGAs:
  - Town of Bluffton
  - Other municipalities not included in fee analysis

# Fire Impact Fee Analysis

- Projected Future Facility Needs
- Service Area: **North Service Area**

Level of Service		Demand Unit	Unit Cost
3.83	Fire Station Square Feet	per EDU	\$184
0.48	Admin Office Square Feet	per EDU	\$199
1.38	Fire Apparatus	per 1,000 EDUs	\$507,143

Year		Equivalent Dwelling Unit	Fire Station Square Feet	Admin Office Square Feet	Fire Apparatuses
Base	2019	20,314	77,803	9,751	28.0
Year 1	2020	20,793	79,636	9,981	28.7
Year 2	2021	21,271	81,470	10,210	29.4
Year 3	2022	21,750	83,303	10,440	30.0
Year 4	2023	22,229	85,137	10,670	30.7
Year 5	2024	22,708	86,971	10,900	31.3
Year 6	2025	23,187	88,804	11,130	32.0
Year 7	2026	23,665	90,638	11,359	32.7
Year 8	2027	24,144	92,472	11,589	33.3
Year 9	2028	24,623	94,305	11,819	34.0
Year 10	2029	25,107	96,160	12,051	34.6
Ten-Year Increase		4,793	<b>18,357</b>	<b>2,301</b>	<b>6.6</b>
<b>Growth-Related Expenditures</b>			<b>\$3,377,726</b>	<b>\$457,828</b>	<b>\$3,354,420</b>

**South of the Broad Growth-Related Expenditures** | **\$7,189,974**

[1] EDU stands for equivalent dwelling unit

# Fire Impact Fee Analysis

- Projected Future Facility Needs
- Service Area: Bluffton Fire District

Level of Service		Demand Unit [1]	Unit Cost
1.62	Fire Station Square Feet	per EDU	\$385
0.41	Admin Office Square Feet	per EDU	\$383
0.55	Fire Apparatus	per 1,000 EDUs	\$571,250

Year		Equivalent Dwelling Unit	Fire Station Square Feet	Admin Office Square Feet	Fire Apparatuses
Base	2019	36,276	58,767	14,873	20.0
Year 1	2020	37,296	60,420	15,292	20.5
Year 2	2021	38,317	62,073	15,710	21.1
Year 3	2022	39,337	63,726	16,128	21.6
Year 4	2023	40,357	65,379	16,546	22.2
Year 5	2024	41,378	67,032	16,965	22.8
Year 6	2025	42,398	68,685	17,383	23.3
Year 7	2026	43,418	70,337	17,801	23.9
Year 8	2027	44,438	71,990	18,220	24.4
Year 9	2028	45,459	73,643	18,638	25.0
Year 10	2029	46,487	75,309	19,060	25.6
Ten-Year Increase		10,211	16,542	4,187	5.6
Growth-Related Expenditures			\$6,368,682	\$1,603,454	\$3,208,209

**North of the Broad Growth-Related Expenditures** | **\$11,180,345**

[1] EDU stands for equivalent dwelling unit

# Fire Impact Fee Analysis

- **Preliminary** Maximum Supportable Fee

## North of the Broad

Fee Component	Cost per EDU
Fire Stations	\$705
Admin & Maintenance Facilities	\$96
Fire Apparatuses	\$700
<b>Gross Total</b>	<b>\$1,501</b>
<b>Credit for Debt Payments</b>	<b>(\$323)</b>
<b>Net Total</b>	<b>\$1,178</b>

## Residential

Housing Unit Size (Sq. Ft.)	Persons per Household	Equivalent Dwelling Units	Maximum Supportable Fee per Unit	Current Fee	Increase/ (Decrease)
1,000 or less	1.40	0.51	\$601	\$1,178	(\$577)
1,001 to 1,250	1.70	0.63	\$742	\$1,178	(\$436)
1,251 to 1,500	2.00	0.74	\$872	\$1,178	(\$306)
1,501 to 1,750	2.30	0.85	\$1,001	\$1,178	(\$177)
1,751 to 2,000	2.50	0.92	\$1,084	\$1,178	(\$94)
2,001 to 2,500	2.90	1.07	\$1,260	\$1,178	\$82
2,501 to 3,000	3.10	1.14	\$1,343	\$1,178	\$165
3,001 to 3,500	3.40	1.25	\$1,473	\$1,178	\$295
3,501 or 4,000	3.60	1.32	\$1,555	\$1,178	\$377
4,001 or more	3.80	1.40	\$1,649	\$1,178	\$471

# Fire Impact Fee Analysis

- Preliminary Maximum Supportable Fee

## Bluffton Fire District

Fee Component	Cost per EDU
Fire Stations	\$624
Admin & Maintenance Facilities	\$157
Fire Apparatuses	\$314
<b>Gross Total</b>	<b>\$1,095</b>
<b>Credit for Debt Payments</b>	<b>(\$142)</b>
<b>Net Total</b>	<b>\$953</b>

## Residential

Housing Unit Size (Sq. Ft.)	Persons per Household	Equivalent Dwelling Units	Maximum Supportable Fee per Unit	Current Fee	Increase/ (Decrease)
1,000 or less	1.20	0.50	\$477	\$481	(\$4)
1,001 to 1,250	1.50	0.63	\$600	\$481	\$119
1,251 to 1,500	1.80	0.75	\$715	\$481	\$234
1,501 to 1,750	2.00	0.83	\$791	\$481	\$310
1,751 to 2,000	2.20	0.92	\$877	\$481	\$396
2,001 to 2,500	2.50	1.04	\$991	\$481	\$510
2,501 to 3,000	2.80	1.17	\$1,115	\$481	\$634
3,001 to 3,500	3.00	1.25	\$1,191	\$481	\$710
3,501 or 4,000	3.20	1.33	\$1,267	\$481	\$786
4,001 or more	3.30	1.38	\$1,315	\$481	\$834

# Fire Impact Fee Analysis

- **Preliminary** Maximum Supportable Fee
  - Nonresidential fee is based on the determined fire hazard level (consistent with the current fee schedule)

## Nonresidential

FIRE HAZARD LEVEL	BUILDING AREA (SQUARE FEET)			
	Up to 1,000 sq. ft.	1,001 to 5,000 sq. ft.	5,001 to 10,000 sq. ft.	10,000 sq. ft. and larger
	Base Minimum	Add Per 1,000 sq. ft.		
Low Hazard Occupancy	1.0 EDU	0.8 EDU	0.5 EDU	0.1 EDU
Medium Hazard Occupancy	1.5 EDU	1.2 EDU	0.75 EDU	0.15 EDU
High Hazard Occupancy	2.0 EDU	1.6 EDU	1.0 EDU	0.2 EDU

# Fire Impact Fee Analysis

- Fire Impact Fee Revenue – North of the Broad
- Credit results in revenue not covering entire cost

## Infrastructure Costs for Fire Facilities

	Total Cost	Growth Cost
Fire Stations	\$3,377,688	\$3,377,688
Admin Facilities	\$457,700	\$457,700
Fire Apparatuses	\$3,347,144	\$3,347,144
<b>Total Expenditures</b>	<b>\$7,182,532</b>	<b>\$7,182,532</b>

<b>Projected Revenue =&gt;</b>	<b>\$6,316,028</b>
<b>Total Expenditures =&gt;</b>	<b>\$7,182,532</b>
<b>Non-Impact Fee Funding =&gt;</b>	<b>\$866,504</b>

## Projected Development Impact Fee Revenue

		Single Family \$1,343 per unit	Multifamily \$742 per unit	Retail \$1,260 per KSF	Office/Service \$789 per KSF	Industrial \$401 per KSF	Institutional \$860 per KSF
Year		Housing Units	Housing Units	KSF	KSF	KSF	KSF
Base	2019	17,237	2,486	461	674	703	107
Year 1	2020	17,657	2,506	477	698	728	110
Year 2	2021	18,077	2,526	493	722	753	114
Year 3	2022	18,497	2,546	509	745	777	118
Year 4	2023	18,917	2,566	525	769	802	122
Year 5	2024	19,337	2,586	541	793	827	125
Year 6	2025	19,757	2,606	557	816	852	129
Year 7	2026	20,177	2,626	573	840	877	133
Year 8	2027	20,597	2,646	589	864	901	137
Year 9	2028	21,017	2,666	605	888	926	140
Year 10	2029	21,441	2,688	621	911	951	144
Ten-Year Increase		4,204	202	160	237	248	38
Projected Revenue		\$5,645,972	\$149,884	\$201,562	\$186,958	\$99,353	\$32,299

# Fire Impact Fee Analysis

- Fire Impact Fee Revenue – Bluffton Fire District
  - Credit results in revenue not covering entire cost

## Infrastructure Costs for Fire Facilities

	Total Cost	Growth Cost
Fire Stations	\$6,368,670	\$6,368,670
Admin Facilities	\$1,603,621	\$1,603,621
Fire Apparatuses	\$3,199,000	\$3,199,000
<b>Total Expenditures</b>	<b>\$11,171,291</b>	<b>\$11,171,291</b>

<b>Projected Revenue =&gt;</b>	<b>\$10,195,965</b>
<b>Total Expenditures =&gt;</b>	<b>\$11,171,291</b>
<b>Non-Impact Fee Funding =&gt;</b>	<b>\$975,326</b>

## Projected Development Impact Fee Revenue

		Single Family \$1,115 per unit	Multifamily \$600 per unit	Retail \$1,191 per KSF	Office/Service \$743 per KSF	Industrial \$372 per KSF	Institutional \$810 per KSF
Year		Housing Units	Housing Units	KSF	KSF	KSF	KSF
Base	2019	26,175	5,036	1,657	1,968	2,921	969
Year 1	2020	26,809	5,253	1,715	2,033	3,022	1,002
Year 2	2021	27,442	5,471	1,774	2,097	3,122	1,034
Year 3	2022	28,077	5,689	1,833	2,161	3,223	1,067
Year 4	2023	28,710	5,907	1,891	2,225	3,323	1,100
Year 5	2024	29,344	6,125	1,950	2,290	3,424	1,132
Year 6	2025	29,978	6,342	2,009	2,354	3,524	1,165
Year 7	2026	30,612	6,561	2,067	2,418	3,625	1,198
Year 8	2027	31,245	6,779	2,126	2,482	3,725	1,231
Year 9	2028	31,880	6,996	2,185	2,546	3,825	1,263
Year 10	2029	32,519	7,217	2,243	2,611	3,926	1,296
Ten-Year Increase		6,344	2,181	586	642	1,004	327
Projected Revenue		\$7,073,358	\$1,308,468	\$698,548	\$477,288	\$373,337	\$264,964

# Fire Impact Fee Analysis

- Fire Impact Fee Considerations
  - Residential fee exempted with approved sprinkler system
  - Higher fee for 5,000 sq. ft. single family units
    - Units require advance equipment and vehicles
  - Demand = 2 EDUs

# Beaufort County Impact Fee Study

- Parks & Recreation
- Libraries
- Public Safety: EMS
- Public Safety: Fire
- **Transportation**
- Housing Affordability

# Transportation Impact Fee Analysis

- Components:
  - **Transportation Improvements - Plan-Based**
- Service Area:
  - North and South of the Broad River
- Current IGAs:
  - All municipalities participating

# Transportation Impact Fee Analysis

- Plan-Based Approach: **North of the Broad**
  - Offset included for revenue from Penny Referendum
  - County anticipates contributing 85% of costs

Project	Description	Total Cost	Penny Referendum Offset	County Contribution (85%)
US 21/SC 802 Connector SE (Hazel Farms Road)	New Road	\$5,244,000	\$5,244,000	\$0
US 21/SC 802 Connector NW (Sunset/Miller Road)	New Road	\$6,634,000	\$6,634,000	\$0
US 21/SC 802 Intersection Improvement (Sea Island Pkwy/Sams Pt. Road)	Intersection Improvements	\$2,500,000	\$2,500,000	\$0
US 21/SC 128 Intersection Improvement (Ribaut Road/Lady's Island Drive)	Intersection Improvements	\$1,000,000	\$1,000,000	\$0
Boundary Street Connectivity (Polk St. Parallel Road)	New Road	\$4,000,000	\$4,000,000	\$0
Joe Frazier Road Improvements	Access Management	\$7,000,000	\$0	\$5,950,000
US 21 Business (Woods Memorial Bridge ITS)	Intelligent Transportation Systems	\$1,000,000	\$0	\$850,000
Sea Island Parkway Improvements	Access Management/Complete Street	\$15,756,000	\$15,756,000	\$0
Spine Road - Port Royal Port	New Road	\$5,000,000	\$0	\$4,250,000
US 21 and Parker Drive Mast Arm Signal	Traffic Signal	\$125,000	\$0	\$106,250
9 Traffic Signals	Traffic Signal	\$2,525,000	\$0	\$2,146,250
Port Royal Road Interconnectivity	New Road	\$950,000	\$0	\$807,500
		<b>\$51,734,000</b>	<b>\$35,134,000</b>	<b>\$14,110,000</b>

Total Cost for Road Projects	\$14,110,000
2030 Vehicle Miles Traveled - North of the Broad	1,086,520
<b>Capital Cost per Vehicle Miles Traveled</b>	<b>\$12.99</b>

# Transportation Impact Fee Analysis

- Plan-Based Approach: South of the Broad
  - Offset included for revenue from Penny Referendum
  - County anticipates contributing 85% of costs

Project	Description	Total Cost	Penny Referendum Offset	County Contribution (85%)
US 278 at Jenkins Island Alternate 2A	Superstreet Plan	\$7,400,000	\$0	\$7,400,000
US 278 from Bluffton 5A to Jenkins Is	Bridge Widening	\$200,000,000	\$80,000,000	\$102,000,000
US 278	Access Management	\$12,600,000	\$0	\$10,710,000
US 278/SC 170 Interchange	Interchange Improvements	\$25,000,000	\$0	\$21,250,000
SC 170 - US 278 to Tide Watch	Road Widening	\$15,000,000	\$0	\$12,750,000
SC 46/170 from Argent Blvd to SC 462	Road Widening	\$10,000,000	\$0	\$8,500,000
Buckwalter Parkway	Access Management	\$2,000,000	\$0	\$1,700,000
May River Rd	Access Management	\$10,000,000	\$0	\$8,500,000
Burnt Church Rd from Bluffton Pkwy to All Joy Turn	Access Management	\$5,000,000	\$0	\$4,250,000
Buck Island Rd from US 278 to Bluffton Pkwy	Road Widening	\$8,000,000	\$0	\$6,800,000
Lake Point Dr / Old Miller Rd Connection	New Road	\$1,000,000	\$0	\$1,000,000
SC 170/SC 46 from roundabout to Jasper Co.	Road Widening	\$45,000,000	\$0	\$45,000,000
Innovation Drive	New Road	\$750,000	\$0	\$637,500
Buckwalter Frontage Connector Road	New Road	\$880,000	\$0	\$748,000
16 Traffic Signal	Traffic Signal	\$4,480,000	\$0	\$3,808,000
		<b>\$347,110,000</b>	<b>\$80,000,000</b>	<b>\$235,053,500</b>

Total Cost for Road Projects	\$235,053,500
2030 Vehicle Miles Traveled - South of the Broad	1,585,901
<b>Cost per Vehicle Miles Traveled</b>	<b>\$148.21</b>

# Transportation Impact Fee Analysis

- Preliminary Maximum Supportable Fee
  - North of the Broad

## North of the Broad

Fee Component	Cost per VMT
North of the Broad Projects	\$12.99
<b>Gross Total</b>	<b>\$12.99</b>
<b>Credit for Debt Payments</b>	<b>\$0.00</b>
<b>Net Total</b>	<b>\$12.99</b>

Development Type	Ave. Daily Veh. Trip Ends	Trip Rate Adjustment	Ave. Miles per Veh. Trip	Trip Length Weighting	Maximum Supportable Fee	Current Fee	Increase/ (Decrease)
<b>Residential (per housing unit)</b>							
1,000 or less	3.90	55%	3.66	121%	\$123	\$544	(\$421)
1,001 to 1,250	4.90	55%	3.66	121%	\$155	\$544	(\$389)
1,251 to 1,500	5.80	55%	3.66	121%	\$184	\$544	(\$360)
1,501 to 1,750	6.50	55%	3.66	121%	\$206	\$775	(\$569)
1,751 to 2,000	7.10	55%	3.66	121%	\$225	\$775	(\$550)
2,001 to 2,500	8.10	55%	3.66	121%	\$256	\$775	(\$519)
2,501 to 3,000	9.00	55%	3.66	121%	\$285	\$775	(\$490)
3,001 to 3,500	9.70	55%	3.66	121%	\$307	\$775	(\$468)
3,501 or 4,000	10.30	55%	3.66	121%	\$326	\$775	(\$449)
4,001 or more	10.80	55%	3.66	121%	\$342	\$775	(\$433)
<b>Nonresidential (per 1,000 square feet)</b>							
Retail	37.75	38%	3.00	66%	\$369	\$1,948	(\$1,579)
Office/Service	9.74	50%	3.97	73%	\$183	\$803	(\$620)
Industrial	3.93	50%	3.97	73%	\$74	\$122	(\$48)
Institutional	10.72	50%	3.36	73%	\$171	\$1,423	(\$1,252)

# Transportation Impact Fee Analysis

- Preliminary Maximum Supportable Fee
  - South of the Broad

## South of the Broad

Fee Component	Cost per VMT
South of the Broad Projects	\$148.21
<b>Gross Total</b>	<b>\$148.21</b>
<b>Credit for Debt Payments</b>	<b>(\$8.72)</b>
<b>Net Total</b>	<b>\$139.49</b>

Development Type	Ave. Daily Veh. Trip Ends	Trip Rate Adjustment	Ave. Miles per Veh. Trip	Trip Length Weighting	Maximum Supportable Fee	Current Fee [1]	Increase/ (Decrease)
<b>Residential (per housing unit)</b>							
1,000 or less	3.60	55%	3.66	121%	\$1,223	\$1,471	(\$248)
1,001 to 1,250	4.50	55%	3.66	121%	\$1,529	\$1,471	\$58
1,251 to 1,500	5.30	55%	3.66	121%	\$1,801	\$1,471	\$330
1,501 to 1,750	6.00	55%	3.66	121%	\$2,039	\$2,095	(\$56)
1,751 to 2,000	6.60	55%	3.66	121%	\$2,242	\$2,095	\$148
2,001 to 2,500	7.50	55%	3.66	121%	\$2,548	\$2,095	\$454
2,501 to 3,000	8.30	55%	3.66	121%	\$2,820	\$2,095	\$726
3,001 to 3,500	8.90	55%	3.66	121%	\$3,024	\$2,095	\$930
3,501 or 4,000	9.50	55%	3.66	121%	\$3,228	\$2,095	\$1,134
4,001 or more	10.00	55%	3.66	121%	\$3,398	\$2,095	\$1,304
<b>Nonresidential (per 1,000 square feet)</b>							
Retail	37.75	38%	3.00	66%	\$3,962	\$4,314	(\$352)
Office/Service	9.74	50%	3.97	73%	\$1,969	\$2,353	(\$384)
Industrial	3.93	50%	3.97	73%	\$794	\$356	\$438
Institutional	10.72	50%	3.36	73%	\$1,834	\$3,531	(\$1,697)

[1] fee listed is the average between the Bluffton/Okatie and Hilton Head/Daufuski Island Assessment Districts

# Transportation Impact Fee Analysis

- Transportation Impact Fee Revenue: **North of the Broad**

## Infrastructure Costs for Transportation Facilities

	County Cost	Growth Cost
Roadway Improvements	\$14,110,000	\$2,963,100
<b>Total Expenditures</b>	<b>\$14,110,000</b>	<b>\$2,963,100</b>

<b>Projected Revenue =&gt;</b>	<b>\$3,006,253</b>
<b>Total Expenditures =&gt;</b>	<b>\$2,963,100</b>
<b>Non-Impact Fee Funding =&gt;</b>	<b>\$0</b>

## Projected Development Impact Fee Revenue

		Single Family \$285 per unit	Multifamily \$155 per unit	Retail \$369 per KSF	Office/Service \$183 per KSF	Industrial \$74 per KSF	Institutional \$171 per KSF
Year		Housing Units	Housing Units	KSF	KSF	KSF	KSF
Base	2019	27,589	8,348	2,321	3,970	3,885	1,074
Year 1	2020	28,206	8,535	2,401	4,100	4,015	1,109
Year 2	2021	28,823	8,722	2,480	4,230	4,144	1,143
Year 3	2022	29,440	8,909	2,559	4,360	4,273	1,178
Year 4	2023	30,058	9,095	2,639	4,490	4,403	1,213
Year 5	2024	30,675	9,282	2,718	4,620	4,532	1,248
Year 6	2025	31,292	9,469	2,797	4,750	4,661	1,283
Year 7	2026	31,909	9,656	2,877	4,880	4,791	1,318
Year 8	2027	32,526	9,843	2,956	5,010	4,920	1,353
Year 9	2028	33,144	10,029	3,035	5,140	5,049	1,388
Year 10	2029	33,756	10,215	3,115	5,270	5,179	1,423
Year 11	2030	34,373	10,401	3,194	5,400	5,308	1,458
Eleven-Year Increase		6,784	2,053	873	1,430	1,423	384
Projected Revenue =>		\$1,933,435	\$318,187	\$322,014	\$261,686	\$105,277	\$65,654

# Transportation Impact Fee Analysis

- Transportation Impact Fee Revenue: **South of the Broad**
  - Credit reduces revenue to be collected

## Infrastructure Costs for Transportation Facilities

	County Cost	Growth Cost
Roadway Improvements	\$235,053,500	\$37,608,560
<b>Total Expenditures</b>	<b>\$235,053,500</b>	<b>\$37,608,560</b>

<b>Projected Revenue =&gt;</b>	<b>\$36,757,423</b>
<b>Total Expenditures =&gt;</b>	<b>\$37,608,560</b>
<b>Non-Impact Fee Funding =&gt;</b>	<b>\$851,137</b>

## Projected Development Impact Fee Revenue

		Single Family \$2,820 per unit	Multifamily \$1,529 per unit	Retail \$3,962 per KSF	Office/Service \$1,969 per KSF	Industrial \$794 per KSF	Institutional \$1,834 per KSF
Year		Housing Units	Housing Units	KSF	KSF	KSF	KSF
Base	2019	44,852	15,253	4,486	5,287	5,424	1,845
Year 1	2020	45,642	15,555	4,564	5,376	5,544	1,884
Year 2	2021	46,431	15,858	4,642	5,466	5,665	1,923
Year 3	2022	47,221	16,160	4,720	5,555	5,785	1,962
Year 4	2023	48,009	16,464	4,797	5,645	5,906	2,001
Year 5	2024	48,798	16,767	4,875	5,734	6,026	2,040
Year 6	2025	49,588	17,069	4,953	5,824	6,146	2,079
Year 7	2026	50,377	17,372	5,030	5,913	6,267	2,118
Year 8	2027	51,166	17,675	5,108	6,003	6,387	2,157
Year 9	2028	51,955	17,978	5,186	6,092	6,508	2,196
Year 10	2029	52,750	18,283	5,263	6,182	6,628	2,235
Year 11	2030	53,540	18,587	5,341	6,271	6,748	2,274
Eleven-Year Increase		8,688	3,334	854	985	1,324	428
Projected Revenue =>		\$24,498,803	\$5,097,504	\$3,385,184	\$1,938,954	\$1,051,475	\$785,502

# Beaufort Impact Fee Summary

- Preliminary Maximum Supportable Fees

## North of the Broad

Development Type	Parks & Recreation	Library	EMS	Transportation	Fire [1]	Maximum Supportable Fee	Current Dev. Impact Fee Total	Increase/ (Decrease)
<b>Residential Fee by Housing Size (square feet)</b>								
1,000 or less	\$486	\$225	\$95	\$123	\$601	\$1,530	\$1,850	(\$320)
1,001 to 1,250	\$590	\$273	\$118	\$155	\$742	\$1,878	\$1,850	\$28
1,251 to 1,500	\$694	\$321	\$138	\$184	\$872	\$2,209	\$1,850	\$359
1,501 to 1,750	\$798	\$369	\$155	\$206	\$1,001	\$2,529	\$2,080	\$449
1,751 to 2,000	\$868	\$401	\$169	\$225	\$1,084	\$2,747	\$2,080	\$667
2,001 to 2,500	\$1,006	\$466	\$193	\$256	\$1,260	\$3,181	\$2,080	\$1,101
2,501 to 3,000	\$1,076	\$498	\$213	\$285	\$1,343	\$3,415	\$2,080	\$1,335
3,001 to 3,500	\$1,180	\$546	\$230	\$307	\$1,473	\$3,736	\$2,080	\$1,656
3,501 or 4,000	\$1,249	\$578	\$245	\$326	\$1,555	\$3,953	\$2,080	\$1,873
4,001 or more	\$1,319	\$610	\$258	\$342	\$1,649	\$4,178	\$2,080	\$2,098
<b>Nonresidential (per 1,000 square feet)</b>								
Retail	\$0	\$0	\$373	\$369	\$1,260	\$2,002	\$2,379	(\$376)
Office/Services	\$0	\$0	\$127	\$183	\$789	\$1,099	\$1,234	(\$134)
Industrial	\$0	\$0	\$51	\$74	\$401	\$526	\$553	(\$27)
Institutional	\$0	\$0	\$139	\$171	\$860	\$1,170	\$1,854	(\$684)

Note: the current fee listed is the average of the fees for the current service areas north of the Broad River. Some existing fees are based on housing type, so for comparison, a multifamily unit is assumed to be 1,500 square feet and less.

[1] The nonresidential Fire Development Impact Fee is based on fire hazard level. The complexity of fire safety is determined case by case, so for illustrative purposes the nonresidential fee listed is based on EDUs per 1,000 square feet.

# Beaufort Impact Fee Summary

- Preliminary** Maximum Supportable Fees

## South of the Broad

Development Type	Parks & Recreation	Library	EMS	Transportation	Fire [1]	Maximum Supportable Fee	Current Dev. Impact Fee Total	Increase/ (Decrease)
<b>Residential Fee by Housing Size (square feet)</b>								
1,000 or less	\$282	\$151	\$95	\$1,223	\$477	\$2,228	\$3,176	(\$948)
1,001 to 1,250	\$353	\$189	\$118	\$1,529	\$600	\$2,789	\$3,176	(\$387)
1,251 to 1,500	\$423	\$227	\$138	\$1,801	\$715	\$3,304	\$3,176	\$128
1,501 to 1,750	\$470	\$252	\$155	\$2,039	\$791	\$3,707	\$3,799	(\$92)
1,751 to 2,000	\$517	\$278	\$169	\$2,242	\$877	\$4,083	\$3,799	\$284
2,001 to 2,500	\$588	\$316	\$193	\$2,548	\$991	\$4,636	\$3,799	\$837
2,501 to 3,000	\$658	\$353	\$213	\$2,820	\$1,115	\$5,159	\$3,799	\$1,360
3,001 to 3,500	\$705	\$379	\$230	\$3,024	\$1,191	\$5,529	\$3,799	\$1,730
3,501 or 4,000	\$752	\$404	\$245	\$3,228	\$1,267	\$5,896	\$3,799	\$2,097
4,001 or more	\$776	\$417	\$258	\$3,398	\$1,315	\$6,164	\$3,799	\$2,365
<b>Nonresidential (per 1,000 square feet)</b>								
Retail	\$0	\$0	\$373	\$3,962	\$1,191	\$5,526	\$4,795	\$731
Office/Services	\$0	\$0	\$127	\$1,969	\$743	\$2,839	\$2,834	\$6
Industrial	\$0	\$0	\$51	\$794	\$372	\$1,217	\$837	\$380
Institutional	\$0	\$0	\$139	\$1,834	\$810	\$2,783	\$4,012	(\$1,228)

Note: the current fee listed is the average of the fees for the current service areas south of the Broad River. Some existing fees are based on housing type, so for comparison, a multifamily unit is assumed to be 1,500 square feet and less.

[1] The nonresidential Fire Development Impact Fee is based on fire hazard level. The complexity of fire safety is determined case by case, so for illustrative purposes the nonresidential fee listed is based on EDUs per 1,000 square feet.

# Beaufort County Impact Fee Study

- Schools
- Parks & Recreation
- Libraries
- Public Safety: EMS
- Public Safety: Fire
- Solid Waste
- Transportation
- **Housing Affordability**

# Affordable Housing Analysis

- North of the Broad
- Increase in impact fee results in a 0.1% increase in housing cost burden ratio for home ownership

## Scenario 1 - Base Condition

Occupancy	Monthly Income	Monthly Cost	Cost Burden
Owner-Occupied	\$4,243	\$1,149	27.1%
Renter-Occupied	\$2,713	\$1,086	40.0%

## Scenario 2 - Base Condition + Impact Fee

Occupancy	Monthly Income	Monthly Cost	Cost Burden
Owner-Occupied	\$4,243	\$1,154	27.2%
Renter-Occupied	\$2,713	\$1,085	40.0%

Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates; U.S. Bureau of Labor Statistics CPI Calculator

Note: American Community Survey data represents information as of June, 2018. CPI calculator calculates dollars May, 2020.

Note: Monthly income represents 80 percent of the median income for the area.

# Affordable Housing Analysis

- South of the Broad
- Increase in impact fee results in a 0.1% increase in housing cost burden ratio for home ownership

## Scenario 1 - Base Condition

Occupancy	Monthly Income	Monthly Cost	Cost Burden
Owner-Occupied	\$5,462	\$1,857	34.0%
Renter-Occupied	\$3,339	\$1,330	39.8%

## Scenario 2 - Base Condition + Impact Fee

Occupancy	Monthly Income	Monthly Cost	Cost Burden
Owner-Occupied	\$5,462	\$1,862	34.1%
Renter-Occupied	\$3,339	\$1,329	39.8%

Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates; U.S. Bureau of Labor Statistics CPI Calculator

Note: American Community Survey data represents information as of June, 2018. CPI calculator calculates dollars May, 2020.

Note: Monthly income represents 80 percent of the median income for the area.

# Comments/Questions

# Affordable Housing Analysis

- **Shown with School Impact Fee**
- **North of the Broad**
- Increase in impact fee results in a 0.1% increase in housing cost burden ratio for home ownership

## Scenario 1 - Base Condition

Occupancy	Monthly Income	Monthly Cost	Cost Burden
Owner-Occupied	\$4,243	\$1,149	27.1%
Renter-Occupied	\$2,713	\$1,086	40.0%

## Scenario 2 - Base Condition + Impact Fee

Occupancy	Monthly Income	Monthly Cost	Cost Burden
Owner-Occupied	\$4,243	\$1,154	27.2%
Renter-Occupied	\$2,713	\$1,085	40.0%

Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates; U.S. Bureau of Labor Statistics CPI Calculator

Note: American Community Survey data represents information as of June, 2018. CPI calculator calculates dollars May, 2020.

Note: Monthly income represents 80 percent of the median income for the area.

# Affordable Housing Analysis

- **Shown with School Impact Fee**
- South of the Broad
- Increase in impact fee results in a 0.8% increase in housing cost burden ratio for home ownership

## Scenario 1 - Base Condition

Occupancy	Monthly Income	Monthly Cost	Cost Burden
Owner-Occupied	\$5,462	\$1,857	34.0%
Renter-Occupied	\$3,339	\$1,330	39.8%

## Scenario 2 - Base Condition + Impact Fee

Occupancy	Monthly Income	Monthly Cost	Cost Burden
Owner-Occupied	\$5,462	\$1,900	34.8%
Renter-Occupied	\$3,339	\$1,341	40.2%

Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates; U.S. Bureau of Labor Statistics CPI Calculator

Note: American Community Survey data represents information as of June, 2018. CPI calculator calculates dollars May, 2020.

Note: Monthly income represents 80 percent of the median income for the area.

# Beaufort Impact Fee Summary

- **Shown with School Impact Fee**
- **Preliminary** Maximum Supportable Fees

## North of the Broad

Development Type	Parks & Recreation	Library	EMS	Solid Waste	Transportation	Fire [1]	School	Maximum Supportable Fee	Current Dev. Impact Fee Total	Increase/ (Decrease)
<b>Residential Fee by Housing Size (square feet)</b>										
1,000 or less	\$486	\$225	\$95	\$24	\$123	\$601	\$0	\$1,554	\$1,850	(\$296)
1,001 to 1,250	\$590	\$273	\$118	\$29	\$155	\$742	\$0	\$1,907	\$1,850	\$57
1,251 to 1,500	\$694	\$321	\$138	\$34	\$184	\$872	\$0	\$2,243	\$1,850	\$393
1,501 to 1,750	\$798	\$369	\$155	\$39	\$206	\$1,001	\$0	\$2,568	\$2,080	\$488
1,751 to 2,000	\$868	\$401	\$169	\$43	\$225	\$1,084	\$0	\$2,790	\$2,080	\$710
2,001 to 2,500	\$1,006	\$466	\$193	\$49	\$256	\$1,260	\$0	\$3,230	\$2,080	\$1,150
2,501 to 3,000	\$1,076	\$498	\$213	\$53	\$285	\$1,343	\$0	\$3,468	\$2,080	\$1,388
3,001 to 3,500	\$1,180	\$546	\$230	\$58	\$307	\$1,473	\$0	\$3,794	\$2,080	\$1,714
3,501 or 4,000	\$1,249	\$578	\$245	\$61	\$326	\$1,555	\$0	\$4,014	\$2,080	\$1,934
4,001 or more	\$1,319	\$610	\$258	\$65	\$342	\$1,649	\$0	\$4,243	\$2,080	\$2,163
<b>Nonresidential (per 1,000 square feet)</b>										
Retail	\$0	\$0	\$373	\$0	\$369	\$1,260	\$0	\$2,002	\$2,379	(\$376)
Office/Services	\$0	\$0	\$127	\$0	\$183	\$789	\$0	\$1,099	\$1,234	(\$134)
Industrial	\$0	\$0	\$51	\$0	\$74	\$401	\$0	\$526	\$553	(\$27)
Institutional	\$0	\$0	\$139	\$0	\$171	\$860	\$0	\$1,170	\$1,854	(\$684)

Note: the current fee listed is the average of the fees for the current service areas north of the Broad River. Some existing fees are based on housing type, so for comparison, a multifamily unit is assumed to be 1,500 square feet and less.

[1] The nonresidential Fire Development Impact Fee is based on fire hazard level. The complexity of fire safety is determined case by case, so for illustrative purposes the nonresidential fee listed is based on EDUs per 1,000 square feet.

# Beaufort Impact Fee Summary

- **Shown with School Impact Fee**
- **Preliminary** Maximum Supportable Fees

## South of the Broad

Development Type	Parks & Recreation	Library	EMS	Solid Waste	Transportation	Fire [1]	Schools	Maximum Supportable Fee	Current Dev. Impact Fee Total	Increase/ (Decrease)
<b>Residential Fee by Housing Size (square feet)</b>										
1,000 or less	\$282	\$151	\$95	\$79	\$1,223	\$477	\$4,508	\$6,815	\$3,176	\$3,639
1,001 to 1,250	\$353	\$189	\$118	\$99	\$1,529	\$600	\$4,508	\$7,396	\$3,176	\$4,220
1,251 to 1,500	\$423	\$227	\$138	\$119	\$1,801	\$715	\$4,508	\$7,931	\$3,176	\$4,755
1,501 to 1,750	\$470	\$252	\$155	\$132	\$2,039	\$791	\$9,535	\$13,374	\$3,799	\$9,575
1,751 to 2,000	\$517	\$278	\$169	\$145	\$2,242	\$877	\$9,535	\$13,763	\$3,799	\$9,964
2,001 to 2,500	\$588	\$316	\$193	\$165	\$2,548	\$991	\$9,535	\$14,336	\$3,799	\$10,537
2,501 to 3,000	\$658	\$353	\$213	\$185	\$2,820	\$1,115	\$9,535	\$14,879	\$3,799	\$11,080
3,001 to 3,500	\$705	\$379	\$230	\$198	\$3,024	\$1,191	\$9,535	\$15,262	\$3,799	\$11,463
3,501 or 4,000	\$752	\$404	\$245	\$211	\$3,228	\$1,267	\$9,535	\$15,642	\$3,799	\$11,843
4,001 or more	\$776	\$417	\$258	\$218	\$3,398	\$1,315	\$9,535	\$15,917	\$3,799	\$12,118
<b>Nonresidential (per 1,000 square feet)</b>										
Retail	\$0	\$0	\$373	\$0	\$3,962	\$1,191	\$0	\$5,526	\$4,795	\$731
Office/Services	\$0	\$0	\$127	\$0	\$1,969	\$743	\$0	\$2,839	\$2,834	\$6
Industrial	\$0	\$0	\$51	\$0	\$794	\$372	\$0	\$1,217	\$837	\$380
Institutional	\$0	\$0	\$139	\$0	\$1,834	\$810	\$0	\$2,783	\$4,012	(\$1,228)

Note: the current fee listed is the average of the fees for the current service areas south of the Broad River. Some existing fees are based on housing type, so for comparison, a multifamily unit is assumed to be 1,500 square feet and less.

[1] The nonresidential Fire Development Impact Fee is based on fire hazard level. The complexity of fire safety is determined case by case, so for illustrative purposes the nonresidential fee listed is based on EDUs per 1,000 square feet.



## TOWN OF HILTON HEAD ISLAND

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### *Staff Report Memo*

**TO:** Finance & Administrative Committee  
**FROM:** Marcy Benson, *Senior Grants Administrator*  
**VIA:** Shawn Colin, *Assistant Town Manager – Community Development*  
**DATE:** July 5, 2022  
**SUBJECT:** HUD/CDBG Entitlement Program Consolidated Plan Amendment

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#### **Recommendation:**

Staff recommends the Finance & Administrative Committee forward a recommendation to Town Council for approval by resolution of the attached Five-Year Consolidated Plan (2020 – 2024) substantial amendment as required by the U.S. Department of Housing and Urban Development (HUD) for participation in the Community Development Block Grant (CDBG) Entitlement Program.

#### **Summary:**

The 2020 – 2024 Five Year Consolidated Plan is being amended to add the reallocation of CDBG-CV funds in the amount of \$102,899 for program year 2020. This amendment brings the cumulative amount for all CDBG-CV funding rounds for the Town of Hilton Head Island to \$634,987. In accordance with the Fiscal Year 2020 CDBG first and third rounds of CDBG-CV funding the reallocation funds will be allocated to public services activities and administrative services carried out by the Community Foundation of the Lowcountry as outlined in the plan. This action is considered a substantial amendment to the Five-Year Consolidated Plan.

#### **Background:**

In 2020 HUD accepted the Town's 2020 – 2024 Five Year Consolidated Plan which included the Fiscal Year 2020 CDBG funds and the first and third rounds of CDBG-CV funds. On May 13, 2022, HUD issued notification of a reallocation to the Town of CDBG-CV funds in the amount of \$102,899. These funds became available when other CDBG grantees did not apply for or declined their awards. The reallocated funds were made available to grantees that demonstrated capacity to quickly expend CDBG-CV funds. Grantees eligible for the reallocated funds were limited to those that expended 99 percent or more of their CDBG-CV funds by January 4, 2022. To accept this reallocation HUD requires the 2020 – 2024 Five Year Consolidated Plan be amended to include this reallocation amount.

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07/06/2022

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This reallocation is in addition to the first and third rounds of CDBG-CV funding and brings the cumulative amount for all CDBG-CV funding allocations to \$634,987. The Fiscal Year 2020 CDBG allocation remained at \$238,313. In accordance with the uses previously designated in the original 2020 – 2024 Five Year Consolidated Plan, the reallocated funds will be allocated to public services activities in the Town and administrative services to carry out funding distribution. These public services activities are intended to address the prevention, preparation, and recovery efforts related to COVID-19, as outlined in the strategic plan and expected resources sections of the amended 2020 – 2024 Five Year Consolidated Plan. These funds will be administered through an amended memorandum of understanding between the Town and the Community Foundation of the Lowcountry. The total amended amount of Fiscal Year 2020 CDBG funds and CDBG-CV funds is \$873,300.

As of June 27, 2022, the Community Foundation of the Lowcountry has distributed \$730,833 to 16 public service organizations. In accordance with CDBG administrative services spending limits \$38,604 of 2020 CDBG and CDBG-CV funds have been disbursed for administrative services. The Community Foundation of the Lowcountry has acknowledged two percent of the reallocation amount (\$2,058) is sufficient to carryout the administrative services for the reallocated CDBG funds.

The Town’s Citizen Participation Plan, which guides the development of or changes to the Consolidated Plan, defines a substantial amendment as when activities are to be added, deleted, or substantially changed in terms of purpose, scope, location or beneficiaries. This substantial amendment proposes to add \$102,899 in CDBG-CV funding for addressing the prevention, preparation and recovery efforts related to COVID-19 which will substantially increase the amount of funding available for public services activities and administrative services originally stated in the 2020 – 2024 Five Year Consolidated Plan.

The draft 2020 – 2024 Five Year Consolidated Plan substantial amendment was released to the public on June 30, 2022, for a five (5) day public comment period. No public comments were received. A summary reflecting these results is included as an attachment to the Consolidated Plan substantial amendment.

Upon submission of the 2020 – 2024 Five Year Consolidated Plan substantial amendment HUD will review the plan and if satisfactory an acceptance notice, and revised grant agreement will be issued.

**Attachments:**

1. Resolution
2. Exhibit A – Five-Year Consolidated Plan (2020 – 2024)

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA TO APPROVE THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ENTITLEMENT PROGRAM FIVE-YEAR CONSOLIDATED PLAN (2020-2024) SUBSTANTIAL AMENDMENT**

**WHEREAS**, in June 2014 the Town of Hilton Head Island became eligible to participate in the Community Development Block Grant (CDBG) Entitlement Community Program based on 2010 US Census data and accepted CDBG Entitlement status under the terms of the United States Department of Housing and Urban Development (HUD); and

**WHEREAS**, as an entitlement community, the Town must prepare and submit a Five-Year Consolidated Plan which details goals and objectives to be implemented to address community needs of low-and-moderate income residents within the Town's jurisdiction; and

**WHEREAS**, HUD accepted the Town's Five-Year Consolidated Plan (2020 – 2024) in July 2020; and

**WHEREAS**, the Town's Citizen Participation Plan defines a substantial amendment to the Consolidated Plan as when activities are to be added, deleted, or substantially changed in terms of purpose, scope, location or beneficiaries; and

**WHEREAS**, in May 2022 HUD issued notice of a reallocation of CDBG-CV funding for program year 2020 as authorized by the CARES Act; and

**WHEREAS**, the reallocation of CDBG-CV funds in the amount of \$102,899 increased the cumulative CDBG-CV available funding to \$634,987 coupled with the unchanged Fiscal Year 2020 CDBG funds of \$238,313 brings the total program year 2020 funds available to \$873,300; and

**WHEREAS**, making this change to the Five-Year Consolidated Plan (2020 – 2024) created the need for a substantial amendment; and

**WHEREAS**, the substantial amendment is compatible with the original HUD accepted Five-Year Consolidated Plan (2020 – 2024); and

**WHEREAS**, the Town has adhered to the public participation requirements set forth in the Citizen Participation Plan in the development of the Five-Year Consolidated Plan (2020 – 2024) substantial amendment; and

**WHEREAS**, a five (5) day public comment period for the Five-Year Consolidated Plan (2020 – 2024) substantial amendment was conducted for citizen input and review; and

**WHEREAS**, the Town Manager is authorized to submit the Five-Year Consolidated Plan (2020 – 2024) substantial amendment to the United States Department of Housing and Urban Development for their review and acceptance;

**NOW, THEREFORE BE IT, AND IT HEREBY IS RESOLVED BY THE TOWN COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, THAT** The Community Development Block Grant Entitlement Program Five-Year Consolidated Plan (2020-2024) substantial amendment, as submitted in the attachment to this resolution be approved and submitted to the United States Department of Housing and Urban Development.

**MOVED, APPROVED, AND ADOPTED ON THIS 16<sup>th</sup> DAY OF AUGUST, 2022.**

\_\_\_\_\_  
John J. McCann, Mayor

ATTEST:

\_\_\_\_\_  
Krista Wiedmeyer, Town Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Curtis Coltrane, Town Attorney

Introduced by Council Member: \_\_\_\_\_

# Town of Hilton Head Island

2020 – 2024

## Consolidated Plan

For the  
U.S. Department of Housing and Urban Development  
Community Development Block Grant Program



~ DRAFT ~

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The Town of Hilton Head Island 2020 – 2024 Five Year Consolidated Plan is being amended to add the reallocation of CDBG-CV funds in the amount of \$102,899, for program year 2020. This amendment brings the cumulative amount for all CDBG-CV funding for the Town of Hilton Head Island to \$634,987. In accordance with the Fiscal Year 2020 CDBG first and third rounds of CDBG-CV funding the reallocation funds will be allocated to public services activities in the community to address the prevention, preparation, and recovery efforts related to COVID-19. As outlined in the strategic plan and expected resources sections of the amended plan.

## **Executive Summary**

### **ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)**

#### **1. Introduction**

The purpose of the Town of Hilton Head Island’s Five Year 2020 – 2024 Consolidated Plan is to preserve and revitalize primarily low and moderate income (LMI) neighborhoods, support LMI activities which enhance quality of life for Hilton Head Island residents, and address priority community public services, community development, redevelopment needs and prevent, or prepare for, or respond to COVID-19 within applicable local, state, and federal statutes and regulations. The Plan outlines the priorities by which the Town of Hilton Head Island’s Community Development Block Grant (CDBG) program funds will be invested over the next five years to achieve specific U.S. Department of Housing and Urban Development (HUD) objectives.

On April 2, 2020 the Town of Hilton Head Island received notification from HUD of a special allocation of CDBG-CV funds to be used to prevent, prepare for, and respond to COVID-19. This allocation was authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) signed on March 27, 2020 to respond to the growing effect of this historic public health crisis. In addition to the CDBG-CV funding allocation, HUD authorized the use of Fiscal Year 2020 CDBG funds to prevent, prepare for and respond to COVID-19. On September 11, 2020 the Town of Hilton Head Island received notification from HUD of a third round allocation of CDBG-CV funds, in the amount of \$391,875, which was in addition to the first round allocation in April. This brought the cumulative amount for all CDBG-CV funding rounds to \$532,088. The Fiscal Year 2020 CDBG funds allocation remained at \$238,349. In accordance with the uses previously designated in the original 2020 – 2024 Five Year Consolidated Plan for the Fiscal Year 2020 CDBG and first round of CDBG-CV funds, the third round of CDBG-CV funds were allocated to public services activities in the community. These public services activities addressed the prevention, preparation and recovery efforts related to COVID-19, as outlined in the strategic plan and expected resources sections of the amended plan. The total amount of Fiscal Year 2020 CDBG funds and CDBG-CV funds was \$770,437.

On November 9, 2020 the Town of Hilton Head Island received notification of an error in HUD's initial formula allocations for Fiscal Year 2020 CDBG funds. A minor amendment to this Consolidated Plan was required due to this error. This amendment changed the Town of Hilton Head Island FY2020 CDBG funding allocation from \$238,349 to \$238,313.

On May 13, 2022, HUD issued notification to the Town of a reallocation of CDBG-CV funds in the amount of \$102,899. These funds became available when other CDBG grantees did not apply for or declined their awards. The reallocated funds were made available to grantees that demonstrated capacity to quickly expend CDBG-CV funds. Grantees eligible for the reallocated funds were limited to those that expended 99 percent or more of their CDBG-CV funds by January 4, 2022.

This reallocation is in addition to the first and third rounds of CDBG-CV funding and brings the cumulative amount for all CDBG-CV funding allocations to \$634,987. The Fiscal Year 2020 CDBG allocation remained at \$238,313. In accordance with the uses previously designated in the original 2020 – 2024 Five Year Consolidated Plan, the reallocated funds will be allocated to public services activities in the Town and administrative services to carry out funding distribution. These public services activities are intended to address the prevention, preparation, and recovery efforts related to COVID-19, as outlined in the strategic plan and expected resources sections of the amended 2020 – 2024 Five Year Consolidated Plan. The total amended amount of Fiscal Year 2020 CDBG funds and CDBG-CV funds is \$873,300.

Town of Hilton Head Island activities funded by the CDBG program are designed to benefit LMI persons. Activities may qualify for CDBG assistance if the activity meets the LMI housing national objective, will benefit all the residents of a LMI residential area, will benefit LMI clientele, or prevent, or prepare for, or respond to COVID-19.

According CDBG program guidelines, an activity using the LMI area benefit must meet the minimum threshold of 51% LMI qualified residents. However, the Town of Hilton Head Island has been designated an exception grantee, which resulted in a LMI area percentage of 49.56%, this percentage is applied to Census tracts and blocks to determine activity eligibility on an area basis. An activity using the LMI clientele benefit must serve a clientele which is 51% or more LMI.

## **2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview**

The Plan provides a guide for the Town of Hilton Head Island's allocation of CDBG Program funding for the 2020 – 2024 planning period. The goals focus on priority needs and targets available resources designed to meet those needs. The needs include public improvements and facilities, housing activities, economic development, and public

services for LMI persons. The primary emphasis of the goals is the continuance of maintaining and improving the quality of life of LMI residents. Projects selected for CDBG funding in this five-year period will be managed efficiently and in compliance with program requirements.

### **3. Evaluation of past performance**

The Town of Hilton Head Island has participated in the HUD CDBG Entitlement Program since 2015. During the first five years of program participation, the Town met required program deadlines. Notifications of acceptable levels of program accomplishment were received from the HUD Columbia, SC field office during the first five years of program participation. A “No Findings or Concerns” report was issued by the Regional Environmental Officer during a 2019 onsite Environmental Review Procedures monitoring visit. The Town intends to continue to report its progress in meeting the five year and annual goals in the Consolidated Annual Performance Evaluation Report (CAPER). The CAPER will be submitted in compliance with program deadlines.

### **4. Summary of citizen participation process and consultation process**

The Town conducted Needs Assessment public meetings on March 2, 2020 and March 5, 2020 to solicit input from the community. A public notice was published in the local newspaper, The Island Packet, seven days prior to the public meetings. In addition to the published notice, public meeting notices were posted at the Town of Hilton Head Island Town Hall, on the Town website, and sent to Town of Hilton Head Island E-Subscription Service subscribers. Letters of invitation to the Needs Assessment public meetings were mailed to 38 community leaders and organizations which assist LMI clientele seven days prior to the meeting. This meeting is summarized in the Citizen Participation section of this plan.

After receiving notification of the supplemental CDBG-CV funds Town staff consulted with the Community Foundation of the Lowcountry, a local 501(c)(3) nonprofit organization, which began serving the Hilton Head Island community in 1994, and participated in both Needs Assessment public meetings in March 2020. During these Needs Assessment meetings and a subsequent consultation meeting Town staff determined the Community Foundation of the Lowcountry had the capacity and capability to administer public services grants funded with Fiscal Year 2020 CDBG and CDBG-CV funds on behalf of the Town.

The purpose of the Community Foundation of the Lowcountry is to build and strengthen the community by working closely with local donors to address critical issues facing the community. The Community Foundation of the Lowcountry is currently listed in the Federal Registry, and was recognized by HUD in 2017 with the HUD Secretary’s Award

for Public- Philanthropic Partnerships for their successful work on Project Safe (Sewer Access For Everyone) program.

The methodology used to designate the Community Foundation of the Lowcountry as a subrecipient to administer public services grants funded with Fiscal Year 2020 CDBG and CDBG-CV funds on behalf of the Town is based on the organization's commitment to the Hilton Head Island community, experience in administering similar types of funds, capacity and capability to complete work in a timely manner, and maintain detailed program records. Through separate donor sources the Community Foundation of the Lowcountry established a COVID-19 fund early in the pandemic and has been issuing grants during this time.

## 5. Summary of public comments

During the March 2, 2020 and March 5, 2020 Needs Assessment public meetings the following community needs were identified and ranked in order of community importance:

1. Simple, decent and affordable housing (7 votes)
2. Drainage improvements (6 votes)
3. Facility improvements for non-profit organizations serving LMI clientele. (4 votes)
4. Access to health care (3 votes)
5. Education for high-risk children (3 votes)
6. Small business development center/program (3 votes)
7. Facility expansions to increase programs for non-profit groups (2 votes)
8. Sailing & Rowing Center at Squire Pope Community Park shade cover on pier (2 votes)
9. Shelter of homeless (2 votes)

The following needs identified at the two March 2020 Needs Assessment public meetings all received one vote:

- Public transportation for residents
- Child care that is affordable and high quality
- Academic intervention programs
- Homeless services/hygiene facility
- Assistance connecting to water and sewer
- Job training
- Lighting on bike paths in Baygall and Squire Pope areas

Other needs identified at the two March 2020 Needs Assessment public meetings that did not receive any votes included:

- Academic intervention support facility
- Free tax preparation
- Community Center
- Road repairs
- Public Safety

Needs identified via email or letter in place of attending the Needs Assessment public meeting included:

- Sidewalks and lighting on Southwood Park Drive

The required 5-day public comment period began on April 27, 2020 and closed on May 1, 2020. There was a total of two (2) comments received in support of the 2020 -2024 Five Year Consolidated Plan and no comments in opposition. A summary of public comments received during the 5-day public comment period and Town of Hilton Head Island staff responses is included as an attachment to this Consolidated Plan.

In September 2020 a revision to the 2020 – 2024 Five Year Consolidated Plan required a substantial amendment. The substantial amendment was in response to additional CDBG-CV funds allocated during the third round of CDBG-CV funding authorized under the CARES Act for response to the growing effects of the COVID-19 historic public health crisis. In accordance with the Town of Hilton Head Island Citizen Participation Plan, a revised 2020 -2024 Five Year Consolidated Plan reflecting the updated funding allocation of CDBG-CV funds was released to the public on September 28, 2020 for a five (5) day public comment period. There were no comments received during the public comment period and a summary reflecting these results is included as an attachment to this amended Consolidated Plan.

In June 2022 a revision to the 2020 – 2024 Five Year Consolidated Plan required a substantial amendment. The substantial amendment was in response to additional CDBG-CV funds being reallocated due unexpended CDBG funds becoming available. In accordance with the Town of Hilton Head Island Citizen Participation Plan, a revised 2020 – 2024 Five Year Consolidated Plan reflecting the updated funding allocation of CDBG-CV funds was released to the public on June 30, 2022, for a five (5) day public comment period and a public meeting was held on June 30, 2022, to present the amended plan and solicit public comments. There were no comments received at the June 30, 2022, public meeting and there were no comments received during the 5-day public comment period

## **6. Summary of comments or views not accepted and the reasons for not accepting the**

All comments were taken into consideration in preparing the Consolidated Plan amendment. The Town will review all comments for common and recurring themes to help establish priorities and goals.

## **7. Summary**

The Town of Hilton Head Island Five Year 2020 – 2024 Consolidated Plan identifies needs for a suitable living environment for primarily LMI persons and outlines a comprehensive and coordinated strategy for implementation of programs. The Town will use CDBG program funds to leverage other public investment to address the Town's priority goals.

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## The Process

### PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

**1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source**

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	HILTON HEAD ISLAND	Community Development Department

**Table 1 – Responsible Agencies**

#### Narrative

The Town of Hilton Head Island incorporated as a municipality in 1983 and has a Council-Manager form of government. The Town of Hilton Head Island is comprised of an administrative/legal division, administrative services, community development, executive, finance, fire & rescue, human resources, municipal court, and public projects & facilities departments.

The Town of Hilton Head Island community development department will be the lead department for the preparation, submission, and administration of this Consolidated Plan. Town staff has been an integral part of development of the Consolidated Plan by assessing the CDBG Program, reviewing materials, regulations and documentation on the Consolidated Plan process. The Town Manager and Assistant Town Manager – Community Development will oversee the preparation and administration of the Consolidated Plan.

#### Consolidated Plan Public Contact Information

Town of Hilton Head Island Community Development Department  
 Marcy Benson, Senior Grants Administrator  
 1 Town Center Court  
 Hilton Head Island, SC 29928  
 Telephone: (843) 341-4689  
 FAX: (843) 842-8908  
 Email: marcyb@hiltonheadislandsc.gov

## **PR-10 Consultation – 91.100, 91.110, 91.200(b), 91.300(b), 91.215(I) and 91.315(I)**

### **1. Introduction**

The Town of Hilton Head Island conducted consultation with citizens, non-profit agencies, the Beaufort public housing agency, governmental agencies, and the Lowcountry Continuum of Care which serves as the area Continuum of Care.

#### **Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I)).**

The Beaufort Housing Authority services all of Beaufort County, South Carolina, including the Town of Hilton Head Island. Within the jurisdiction of the Town of Hilton Head Island the Beaufort Housing Authority operates one public housing apartment facility containing 80 units which provide housing to 195 family members.

The Town of Hilton Head Island participates in the Lowcountry Affordable Housing Coalition, which is under the auspices of Together for Beaufort County and the Beaufort County Human Services Alliance. This coalition consists of governmental entities, non-profit and private organizations striving to make housing more affordable in the Beaufort County area. The coalition has a focus on assisting residents of Beaufort County and serves as a forum for member organizations to share ideas, coordinate projects, and foster interagency cooperation. With support from the Beaufort County Human Services Alliance resources are pooled and community needs are addressed in the areas of economy, education, poverty, and health and environmental issues.

#### **Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness**

The Lowcountry Continuum of Care, based in Charleston, South Carolina is the Continuum of Care working to address the needs of the homeless in a seven county region of the South Carolina lowcountry. Annual point in time counts are conducted in the area; however, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data specific to the Town of Hilton Head Island.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS**

The Town of Hilton Head Island Consolidated Plan intends to use U.S. Department of Housing and Urban Development (HUD) resources to fund only CDBG program projects and will not fund Emergency Solutions Grants (ESG) program projects; therefore no consultation related to the allocation of ESG funds was conducted.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities**

1	<b>Agency/Group/Organization</b>	BEAUFORT HOUSING AUTHORITY
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Beaufort Housing Authority was consulted on housing needs via telephone and email correspondence.
2	<b>Agency/Group/Organization</b>	LOWCOUNTRY CONTINUUM OF CARE
	<b>Agency/Group/Organization Type</b>	Services-homeless Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Lowcountry Continuum of Care was consulted on homeless needs via website research and email correspondence.

3	<b>Agency/Group/Organization</b>	BEAUFORT COUNTY HUMAN SERVICES ALLIANCE
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services - Victims Health Agency Child Welfare Agency Other government - County Business and Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Families with children
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Beaufort County Human Services Alliance was consulted on homeless needs through interaction during Lowcountry Affordable Housing Coalition meetings.
4	<b>Agency/Group/Organization</b>	LOWCOUNTRY COUNCIL OF GOVERNMENTS
	<b>Agency/Group/Organization Type</b>	Regional organization Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Families with children Economic Development Non-Housing Community Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Lowcountry Council of Governments was consulted on housing, homeless and non-housing community development needs via online data gathering.
5	<b>Agency/Group/Organization</b>	HILTON HEAD HABITAT FOR HUMANITY
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis Non-Housing Community Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Hilton Head Regional Habitat for Humanity was consulted on housing, homeless and non-housing community development during the 2020 Needs Assessment public meeting.

6	<b>Agency/Group/Organization</b>	DEEP WELL
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services - Victims Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Housing Community Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Deep Well was consulted on housing, homeless and non-housing community development during the 2020 Needs Assessment public meeting.
7	<b>Agency/Group/Organization</b>	VOLUNTEERS IN MEDICINE (VIM)
	<b>Agency/Group/Organization Type</b>	Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Housing Community Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Volunteers In Medicine was consulted on housing, health services and non-housing community development during the 2020 Needs Assessment public meeting.
8	<b>Agency/Group/Organization</b>	THE COMMUNITY FOUNDATION OF THE LOWCOUNTRY
	<b>Agency/Group/Organization Type</b>	Business Leaders Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Housing Community Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Community Foundation of the Lowcountry was consulted on housing, homeless and non-housing community development during the 2020 Needs Assessment public meeting and subsequently on capabilities for prevention, preparation, and response to COVID-19.
9	<b>Agency/Group/Organization</b>	BOYS & GIRLS CLUB OF HILTON HEAD ISLAND
	<b>Agency/Group/Organization Type</b>	Services – Children Services – Education
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Housing Community Development

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Boys & Girls Club of Hilton Head Island was consulted on housing, child care, education and non-housing community development during the 2020 Needs Assessment public meeting.
10	<b>Agency/Group/Organization</b>	THE CHILDRENS CENTER
	<b>Agency/Group/Organization Type</b>	Services – Children Services - Education
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Housing Community Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Children’s Center was consulted on housing, child care, education and non-housing community development during the 2020 Needs Assessment public meeting.
11	<b>Agency/Group/Organization</b>	NATIVE ISLAND BUSINESS AND COMMUNITY AFFAIRS ASSOCIATION
	<b>Agency/Group/Organization Type</b>	Housing Civic Leaders Property Owners Association
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Needs Assessment Non-Housing Community Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Native Island Business and Community Affairs Association (NIBCAA) was consulted on housing and non-housing community development during the 2020 Needs Assessment public meeting.
12	<b>Agency/Group/Organization</b>	NEIGHBORHOOD OUTREACH CONNECTION
	<b>Agency/Group/Organization Type</b>	Services – Children Services - Education
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Needs Assessment Non-Housing Community Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Neighborhood Outreach Connection (NOC) was consulted on housing and non-housing community development during the 2020 Needs Assessment public meeting.
13	<b>Agency/Group/Organization</b>	GULLAH MUSEUM
	<b>Agency/Group/Organization Type</b>	Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Needs Assessment Non-Housing Community Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Gullah Museum was consulted on housing and non-housing community development during the 2020 Needs Assessment public meeting.
14	<b>Agency/Group/Organization</b>	HOPEFUL HORIZONS

	<b>Agency/Group/Organization Type</b>	Services – Children Services – Victims of Domestic Violence Services - Education Services - Victims
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Needs Assessment Non-housing Community Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Hopeful Horizons was consulted on housing and non-housing community development during the 2020 Needs Assessment public meeting.
15	<b>Agency/Group/Organization</b>	BEAUFORT COUNTY SCHOOL DISTRICT
	<b>Agency/Group/Organization Type</b>	Services – Children Services – Homeless Services - Education
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs – Families with children Homeless Needs – Unaccompanied youth
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Beaufort County School District was consulted on homeless children and youth during a Lowcountry Affordable Housing Coalition meeting presentation.

**Table 2 – Agencies, groups, organizations who participated**

**Identify any Agency Types not consulted and provide rationale for not consulting**

Efforts were made to consult as broadly as possible with community stakeholders. No particular agency types were excluded from participation. Those that did not participate did so of their own volition.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Lowcountry Continuum of Care	The Lowcountry Continuum of Care, based in Charleston, South Carolina is the Continuum of Care working to address the needs of the homeless in a seven-county region of the South Carolina lowcountry. Annual point in time counts are conducted in the area; however, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data specific to the Town of Hilton Head Island.
Town of Hilton Head Island Comprehensive Plan	Town of Hilton Head Island	Developed Consolidated Plan goals in conjunction with elements of the Town of Hilton Head Island Comprehensive Plan.

**Table 3 – Other local / regional / federal planning efforts**

**Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(I))**

The Town of Hilton Head Island coordinates with public entities and other bodies of government to develop the Consolidated Plan. Town of Hilton Head Island Community Development department staff work closely with the Town’s Public Projects and Facilities department to collaborate on improvement projects. These efforts include but are not limited to plans for infrastructure and other improvements in the community through CDBG funded activities.

Town of Hilton Head Island Community Development department staff work closely with the Community Foundation of the Lowcountry, a local 501(c)(3) nonprofit organization, which began serving the Hilton Head Island community in 1994, and participated in Town of Hilton Head Island Needs Assessment public meetings in March 2020. During these Needs Assessment meetings and a subsequent consultation meeting Town staff determined the Community Foundation of the Lowcountry had the capacity and capability to administer public services grants with Fiscal Year 2020 CDBG and CDBG-CV funds on behalf of the Town.

The purpose of the Community Foundation of the Lowcountry is to build and strengthen the community by working closely with local donors to address critical issues facing the community. The Community Foundation of the Lowcountry is currently listed in the Federal Registry, and was recognized by HUD in 2017 with the HUD Secretary's Award for Public- Philanthropic Partnerships for their successful work on Project Safe (Sewer Access For Everyone) program.

The methodology used to designate the Community Foundation of the Lowcountry as a subrecipient to administer public services grants funded with Fiscal Year 2020 CDBG and CDBG-CV funds on behalf of the Town is based on the organization's commitment to the Hilton Head Island community, experience in administering similar types of funds, capacity and capability to complete work in a timely manner, and maintain detailed program records. Through separate donor sources the Community Foundation of the Lowcountry established a COVID-19 fund early in the pandemic and has been issuing grants during this time.

These cooperation and coordination efforts include but are not limited to plans for public services activities in the community funded with Fiscal Year 2020 CDBG and CDBG-CV funds to address the prevention, preparation and recovery efforts related to COVID-19. These activities include, but are not limited to food supplies, food delivery supplies, hygiene supplies, personal protective equipment, medical supplies, housing related expenses, utility assistance, mortgage or rental assistance to organizations assisting LMI clientele in response to COVID-19. Any nonprofit organization performing an activity using Town of Hilton Head Island 2020 CDBG funds or CDBG- CV funds must serve a clientele which is 51% or more LMI.

When necessary, the Town of Hilton Head Island will establish collaborative efforts and partnerships with state and local government entities such as Beaufort County, the Lowcountry Council of Governments and various State of South Carolina offices to ensure complete implementation of the Consolidated Plan.

## **PR-15 Citizen Participation – 91.105, 91.115, 91.200(c) and 91.300(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

The Town of Hilton Head Island conducted two Needs Assessment public meetings on March 2, 2020 and March 5, 2020 to solicit input from the community on housing, homeless and community development needs. A public notice was published in the local newspaper, The Island Packet, seven days prior to the public meetings. In addition to the published notice, public meeting notices were posted at the Town of Hilton Head Island Town Hall, on the Town website, and sent to Town of Hilton Head Island E-Subscription Service subscribers. Letters of invitation to the Needs Assessment public meetings were mailed to 38 community leaders and organizations which assist LMI clientele seven days prior to the meeting. Documentation of public notices is included as an attachment to this plan.

After receiving notification of the supplemental CDBG-CV funds Town staff consulted with the Community Foundation of the Lowcountry, a local 501(c)(3) nonprofit organization, which began serving the Hilton Head Island community in 1994, and participated in both Needs Assessment public meetings in March 2020. During these Needs Assessment meetings and a subsequent consultation meeting Town staff determined the Community Foundation of the Lowcountry had the capacity and capability to administer public services grants funded with Fiscal Year 2020 CDBG and CDBG-CV funds on behalf of the Town.

At each needs assessment public meeting a presentation was given including the purpose of the community Needs Assessment and the Community Development Block Grant program was explained. Public comments were taken and attendees were asked to list community needs. Meeting attendees selected the needs identified by the group which they believe most important to the community. A summary of needs identified and meeting minutes are included as an attachment to this Consolidated Plan.

During the March 2, 2020 and March 5, 2020 Needs Assessment public meetings the following community needs were identified and ranked in order of community importance:

1. Simple, decent and affordable housing (7 votes)
2. Drainage improvements (6 votes)
3. Facility improvements for non-profit organizations serving LMI clientele (4 votes)
4. Access to health care (3 votes)
5. Education for high-risk children (3 votes)
6. Small business development center/program (3 votes)
7. Facility expansions to increase programs for non-profit groups (2 votes)

8. Sailing & Rowing Center at Squire Pope Community Park shade cover on pier (2 votes)
9. Shelter of homeless (2 votes)

The following needs identified at the two March 2020 Needs Assessment public meetings all received one vote:

- Public transportation for residents
- Child care that is affordable and high quality
- Academic intervention programs
- Homeless services/hygiene facility
- Assistance connecting to water and sewer
- Job training
- Lighting on bike paths in Baygall and Squire Pope areas

Other needs identified at the two March 2020 Needs Assessment public meetings but did not receive any votes included:

- Academic intervention support facility
- Free tax preparation
- Community Center
- Road repairs
- Public Safety

Needs identified via email or letter in place of attending the Needs Assessment public meeting included:

- Sidewalks and lighting on Southwood Park Drive

A draft consolidated plan was released to the public on April 27, 2020 for the required 5 day public comment period, per the CARES Act flexibilities for CDBG funds used to support Coronavirus response and the Town of Hilton Head Island Citizen Participation Plan. The public comment period was open until May 1, 2020. On May 4, 2020 a summary of comments received and responses was posted on the Town of Hilton Head Island website for public access. There was a total of two (2) comments received in support of the 2020 – 2024 Five Year Consolidated Plan and no comments in opposition. A summary of public comments received during the 5 day public comment period and Town of Hilton Head Island staff responses is included as an attachment to this Consolidated Plan.

In September 2020 a revision to the 2020 – 2024 Five Year Consolidated Plan required a substantial amendment. The substantial amendment was in response to additional

CDBG-CV funds allocated during the third round of CDBG-CV funding authorized under the CARES Act for response to the growing effects of the COVID-19 historic public health crisis. In accordance with the Town of Hilton Head Island Citizen Participation Plan, a revised 2020 -2024 Five Year Consolidated Plan reflecting the updated funding allocation of CDBG-CV funds was released to the public on September 28, 2020 for a five (5) day public comment period. There were no comments received during the public comment period and a summary reflecting these results is included as an attachment to this amended Consolidated Plan.

In June 2022 a revision to the 2020 – 2024 Five Year Consolidated Plan required a substantial amendment. The substantial amendment was in response to additional CDBG-CV funds being reallocated due unexpended CDBG funds becoming available. In accordance with the Town of Hilton Head Island Citizen Participation Plan, a revised 2020 – 2024 Five Year Consolidated Plan reflecting the updated funding allocation of CDBG-CV funds was released to the public on June 30, 2022, for a five (5) day public comment period and a public meeting was held on June 30, 2022, to present the amended plan and solicit public comments. There were no comments received at the June 30, 2022 public meeting and there were no comments received during the 5-day public comment period.

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**Citizen Participation Outreach**

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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
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1	Public Meeting	Non-targeted/broad community	At the March 2, 2020 Needs Assessment public meeting there were seven attendees.	<p>Community needs identified and ranked in order of community importance:</p> <ul style="list-style-type: none"> <li>• Simple, decent and affordable place to live (7 votes)</li> <li>• Facility improvements for LMI clients of non-profit groups (4 votes)</li> <li>• Access to health care (3 votes)</li> <li>• Facility expansions to increase programs for non-profit groups (2 votes)</li> </ul> <p>The following needs identified all received one vote:</p> <ul style="list-style-type: none"> <li>• Public transportation for residents</li> <li>• Child care that is affordable and high quality</li> <li>• Academic intervention programs</li> </ul>	All comments were accepted.	
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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
				<ul style="list-style-type: none"> <li>• Homeless services/hygiene facility</li>   <li>• Assistance connecting to water and sewer</li>   <li>Other needs identified but did not receive any votes included:               <ul style="list-style-type: none"> <li>• Academic intervention support facility</li>   <li>• Free tax preparation</li> </ul> </li> </ul>		

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2	Public Meeting	Non-targeted/broad community	At the March 5, 2020 Needs Assessment public meeting there were eight attendees.	<p>Community needs identified and ranked in order of community importance:</p> <ul style="list-style-type: none"> <li>• Draining improvements island wide, specifically Gum Tree Road, Chaplin area, and Eagin Court (6 votes)</li> <li>• Affordable housing (5 votes)</li> <li>• Education for high-risk children (3 votes)</li> <li>• Small business development center/program (3 votes)</li> <li>• Sailing &amp; Rowing Center at Squire Pope Community Park shade cover on pier (2 votes)</li> <li>• Shelter of homeless (2 votes)</li> </ul> <p>The following needs identified all received one vote:</p> <ul style="list-style-type: none"> <li>• Job training</li> <li>• Transportation</li> </ul>	All comments were accepted.	
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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
				<ul style="list-style-type: none"> <li>• Lighting on bike paths (in Baygall and Squire Pope areas)</li> </ul> <p>Other needs identified but did not receive any votes included:</p> <ul style="list-style-type: none"> <li>• Community center</li> <li>• Road repairs</li> <li>• Public safety</li> </ul> <p>Needs identified via email or letter in place of attending public meeting included:</p> <ul style="list-style-type: none"> <li>• Sidewalks and lighting on Southwood Park Drive</li> </ul>		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Internet Outreach	Non-targeted/broad community	<p>The draft Consolidated Plan was posted on the Town of Hilton Head Island website from April 1, 2020 through April 20, 2020. A dedicated public comment link was posted on the front page of the website where the public could directly submit comments. A notification of the Consolidated Plan 30 day public comment period was sent via email blast to all email addresses listed on the Town's E-Subscription Service list. No comments were received in this format.</p>	<p>As of April 20, 2020 no comments were received. The comment period closed due to the need for a revision to the Consolidated Plan related to CDBG-CV funding.</p>	<p>No comments received.</p>	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Internet Outreach	Non-targeted/broad community	The revised draft Consolidated Plan was posted on the Town of Hilton Head Island website from April 27, 2020 through May 1, 2020. A dedicated public comment link was posted on the front page of the website where the public could directly submit comments. A notification of the Consolidated Plan 5 day public comment period was sent via email blast to all email addresses listed on the Town's E-Subscription Service list. Two (2) comments were received.	A total of two (2) comments were received in support of the 2020 – 2024 Five Year Consolidated Plan and no comments in opposition.	All comments were accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Public Meeting	Non-targeted/broad community	<p>The draft Consolidated Plan and Resolution to approve plan and authorize submittal to the U.S. Department of Housing and Urban Development appeared on the agenda of the special Town of Hilton Head Island Town Council meeting on May 12, 2020. Due to COVID-19, this was a virtual meeting following social distancing guidelines. Members of the public were directed to submit comments on this agenda item up to 2 hours before the start of the meeting.</p>	No comments were submitted at this meeting.	No comments were submitted at this meeting.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
6	Internet Outreach	Non-targeted/ broad community	Draft amended Five Year Consolidated Plan posted on Town of Hilton Head Island website from September 28, 2020 through October 2, 2020. A dedicated public comment link was posted with the plan on the Town website where the public could directly submit comments. Notification of 5 day public comment period was sent via email blast to all email addresses listed on the Town's general notification list.	No comments were submitted during the public comment period.	No comments were submitted during the public comment period.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
7	Public Meeting	Non-targeted/ broad community	Draft amended Five Year Consolidated Plan substantial amendment and resolution to approve and authorize submittal to HUD appeared on the agenda of the regular Town of Hilton Head Island Town Council meeting on Oct. 20, 2020	No comments were submitted at this meeting	No comments were submitted at this meeting.	
8	Public Meeting	Non-targeted/ broad community	Draft of amended Five-Year Consolidated Plan was presented at a public meeting held on June 30, 2022.	No comments received at the June 30, 2022 public meeting.	No comments received at the June 30, 2022 public meeting.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
9	Internet Outreach	Non-targeted/ broad community	Draft amended Five Year Consolidated Plan was posted on the Town of Hilton Head Island website June 30 through July 5, 2022. A dedicated public comment link was posted with the plan on the Town website where the public could directly submit comments. Notification of 5-day public comment period was sent via email blast to all email addresses listed on the Town's general notification list.	No comments were received during the 5-day public comment period.	No comments were received during the 5-day public comment period.	

**Table 4 – Citizen Participation Outreach**

# Needs Assessment

## NA-05 Overview

### Needs Assessment Overview

The Town of Hilton Head Island used the U.S. Census Bureau 2011 – 2015 CHAS (Comprehensive Housing Affordability Strategy) default needs assessment data in developing this consolidated plan. This data encompasses customized tabulations HUD receives from the U.S. Census Bureau based on American Community Survey (ACS) data. In addition to the CHAS data, comments received during the needs assessment public meetings and the consultation process were used to determine the priority needs for the 2020 – 2024 consolidated plan. The assessment utilized HUD’s eCon Planning Suite within the Integrated Disbursement and Information System (IDIS). The eCon Planning Suite pre-populated the most current housing and economic development data available to assist jurisdictions in identifying funding priorities in the consolidated plan and annual action plan.

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## NA-10 Housing Needs Assessment - 24 CFR 91.205 (a,b,c)

### Summary of Housing Needs

The population estimates in the following table reflect the population, households and median income for the residents of the Town of Hilton Head Island. According to the 2011 – 2015 American Community Survey the Town of Hilton Head Island included 39,070 residents and 17,055 households. The data reflects increases in population of 5% and households of 14% and a 2% decrease in median income.

Demographics	Base Year: 2009	Most Recent Year: 2015	% Change
Population	37,099	39,070	5%
Households	14,970	17,005	14%
Median Income	\$68,337.00	\$66,646.00	-2%

**Table 5 - Housing Needs Assessment Demographics**

Data Source: 2005-2009 ACS (Base Year), 2011-2015 ACS (Most Recent Year)

### Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households	1,580	1,630	2,525	1,525	9,745
Small Family Households	320	340	610	400	2,930
Large Family Households	75	115	150	85	250
Household contains at least one person 62-74 years of age	415	320	735	365	4,115
Household contains at least one person age 75 or older	325	505	595	370	1,925
Households with one or more children 6 years old or younger	165	219	255	195	650

**Table 6 - Total Households Table**

Data Source: 2011-2015 CHAS

## Housing Needs Summary Tables

### 1. Housing Problems (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Substandard Housing - Lacking complete plumbing or kitchen facilities	20	60	50	95	225	15	15	0	0	30
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	15	0	65	0	80	0	0	0	0	0
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	50	30	75	90	245	20	10	4	0	34
Housing cost burden greater than 50% of income (and none of the above problems)	370	275	95	4	744	590	430	660	140	1,820

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Housing cost burden greater than 30% of income (and none of the above problems)	85	255	380	130	850	50	190	395	270	905
Zero/negative Income (and none of the above problems)	60	0	0	0	60	235	0	0	0	235

**Table 7 – Housing Problems Table**

Data 2011-2015 CHAS  
Source:

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>										
Having 1 or more of four housing problems	455	360	280	190	1,285	620	460	665	140	1,885
Having none of four housing problems	145	330	550	480	1,505	60	475	1,025	720	2,280
Household has negative income, but none of the other housing problems	60	0	0	0	60	235	0	0	0	235

**Table 8 – Housing Problems 2**

Data 2011-2015 CHAS  
Source:

3. Cost Burden > 30%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	235	150	175	560	30	65	260	355
Large Related	50	70	30	150	4	0	19	23
Elderly	130	150	120	400	489	495	655	1,639
Other	120	225	235	580	125	70	120	315
Total need by income	535	595	560	1,690	648	630	1,054	2,332

Table 9 – Cost Burden > 30%

Data 2011-2015 CHAS  
Source:

4. Cost Burden > 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	190	25	30	245	30	65	160	255
Large Related	50	0	0	50	4	0	15	19
Elderly	105	150	20	275	455	300	420	1,175
Other	85	160	45	290	95	70	65	230
Total need by income	430	335	95	860	584	435	660	1,679

Table 10 – Cost Burden > 50%

Data 2011-2015 CHAS  
Source:

5. Crowding (More than one person per room)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	65	25	120	90	300	20	10	0	0	30

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Multiple, unrelated family households	0	4	20	0	24	0	0	4	0	4
Other, non-family households	0	0	0	0	0	0	0	0	0	0
Total need by income	65	29	140	90	324	20	10	4	0	34

Table 11 – Crowding Information – 1/2

Data 2011-2015 CHAS  
Source:

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Households with Children Present								

Table 12 – Crowding Information – 2/2

**Describe the number and type of single person households in need of housing assistance.**

The 2011 – 2015 American Community Survey data for Hilton Head Island indicates there are a total of 5,889 non-family households. Non-family households are defined as households consisting of people living alone and households which do not have any members related to the householder. Of the total number of non-family households 82.7% are indicated as householder living alone and 44.2 % are 65 years and over. A source of data estimating the need for assistance from single person households is not available for the Town of Hilton Head Island.

**Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.**

According to the 2011 – 2015 American Community Survey data for Hilton Head Island there is an estimated 4,481 persons having disabled status, this figure represents 11.5% of the total population. The Town of Hilton Head Island does not have data available to estimate the number of persons or households of victims of domestic violence, dating violence, sexual assault and stalking who may need housing assistance.

### **What are the most common housing problems?**

The most common housing problem in the Town of Hilton Head Island is cost burden. The data set for greater than 30% cost burden indicates the highest number of renter occupants (595) earning between 30% and 50% of the area median income have a cost burden greater than 30% of their income. The same data set indicates the highest number of owner occupants (1,054) earning between 50% and 80% of the area median income have a cost burden greater than 30% of their income.

The data set for greater than 50% cost burden indicates the highest number of renter occupants (430) earning between zero and 30% of the area median income have a cost burden greater than 50% of their income. The same data set indicates the highest number of owner occupants (660) earning between 50% and 80% of the area median income have a cost burden greater than 50% of their income.

### **Are any populations/household types more affected than others by these problems?**

According to the 2011 – 2015 Comprehensive Housing Affordability Strategy (CHAS) data, the owner occupant households in the 50% to 80% area median income range are likely to have the greatest cost burden housing problem.

### **Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance**

Persons with the imminent risk of residing in shelters or becoming unsheltered characteristically have a combination of financial factors which create risk, such as lack of a living wage job, rent in excess of 30% of their income, and high child care, medical, or transportation costs. Coupled with these factors additional issues may include family conflicts, domestic violence, doubled-up living arrangements with family members, recent crisis, housing with code or safety violations, family members with disabilities, criminal histories, history of mental health or chemical dependency, difficulty navigating access to public benefits or community based services and prior experience with homelessness.

There are no homeless shelters located within the jurisdiction of the Town of Hilton Head Island and no homeless population count data available from the Lowcountry Continuum of Care, the regional continuum of care servicing the Town. There is a non-

profit organization, Family Promise of Beaufort, located in neighboring Bluffton, South Carolina, which is a coalition of Beaufort County churches assisting homeless families through a 60-90 day program. The program provides evening accommodations for program participants at host churches and daytime transportation to school for children and educational programs for parents.

The Town of Hilton Head Island does not participate in rapid re-housing assistance programs and consequently data pertaining to this needs is not available.

**If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates:**

The Town of Hilton Head Island does not have a methodology to create estimates of at-risk populations.

**Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness**

The characteristic linked with instability and risk of homelessness is a lack of affordable housing for lower income households. The typical measure of housing affordability is if households are paying more than 30% of their gross income on rent. According to the 2011 – 2015 American Community Survey data, 50% of renters paid more than 30% of their income on housing. The affordable housing matter is also illustrated with the 2011 – 2015 American Community Survey data, showing 4.3% of rental housing payments are less than \$500 per month.

## NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### Introduction

A “disproportionately greater number of housing problems” is defined as when a member of a racial or ethnic group at a given income level experiences housing problems at a rate greater than 10% of the income level as a whole. The data summarizes each minority group experiencing any of four housing problems which include lacking complete kitchen facilities, lacking complete plumbing facilities, more than one person per room, and cost burden greater than 30%.

According to the 2011 – 2015 American Community Survey the total population of the Town of Hilton Head Island is 39,070. The population composition is as follows: 32,732 persons (83.8%) are White, 3,037 persons (7.8%) are Black/African American, 48 persons (0.1%) are American Indian and Alaska Native, 409 persons (1%) are Asian, 2,381 persons (6.1%) are Some Other Race and 464 persons (1.2%) are Two or More Races. The total Hispanic population of the Town of Hilton Head Island is comprised of 5,467 persons, which is 14% of the total Town population. It should be noted in the American Community Survey data Hispanic is considered an ethnicity and not a race, for example, the race of a person may be White and their ethnicity Hispanic, or their race may be Black/African American and their ethnicity Hispanic.

### 0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,220	70	295
White	735	35	170
Black / African American	225	30	100
Asian	0	0	0
American Indian, Alaska Native	10	0	0
Pacific Islander	0	0	0
Hispanic	245	0	20

**Table 13 - Disproportionally Greater Need 0 - 30% AMI**

Data Source: 2011-2015 CHAS

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

**30%-50% of Area Median Income**

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,270	360	0
White	930	210	0
Black / African American	80	75	0
Asian	65	35	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	190	50	0

**Table 14 - Disproportionally Greater Need 30 - 50% AMI**

Data 2011-2015 CHAS  
Source:

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

**50%-80% of Area Median Income**

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,725	800	0
White	1,340	590	0
Black / African American	210	79	0
Asian	30	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	145	130	0

**Table 15 - Disproportionally Greater Need 50 - 80% AMI**

Data 2011-2015 CHAS  
Source:

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

**80%-100% of Area Median Income**

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	730	795	0
White	620	635	0
Black / African American	20	25	0
Asian	0	35	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	90	105	0

**Table 16 - Disproportionally Greater Need 80 - 100% AMI**

Data 2011-2015 CHAS  
Source:

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

**Discussion**

The disparate impact analysis for housing problems determined White, Black/African American and Hispanic populations had percentages greater than 10% of the income level as a whole.

The housing assessment determined the housing problems for the 80% -100% of area median income category for White populations was the highest at 85% and for Hispanic populations was 12%. The 50% - 80% of area median income category for White populations was 78% and for Black/African American populations was 12%. The 30% - 50% of area median income category for White populations was 73% and for Hispanic populations was 15%. The 0% - 30% of area median income category for White populations was 60%, for Hispanic populations was 20% and for Black/African American populations was 18%.

Further review of the assessment figures indicate the 80% - 100% of area median income category had the smallest number of households with one or more of the four housing problems while the 50% - 80% of area median income category had the largest number of households. It is important to note the 0% - 30% of area median income

category was the only data set that included three populations (White, Black/African American and Hispanic) with percentages greater than 10% of the income level as a whole.

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## NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### Introduction

A “disproportionately greater number of severe housing problems” is defined as when a member of a racial or ethnic group at an income level experiences housing problems at a rate greater than 10% of the income level as a whole. According to the 2011 – 2015 American Community Survey the total population of the Town of Hilton Head Island is 39,070. The population composition is as follows: 32,732 persons (83.8%) are White, 3,037 persons (7.8%) are Black/African American, 48 persons (0.1%) are American Indian and Alaska Native, 409 persons (1%) are Asian, 2,381 persons (6.1%) are Some Other Race and 464 persons (1.2%) are Two or More Races. The total Hispanic population of the Town of Hilton Head Island is comprised of 5,467 persons, which is 14% of the total Town population. It should be noted in the American Community Survey data Hispanic is considered an ethnicity and not a race, for example, the race of a person may be White and their ethnicity Hispanic, or their race may be Black/African American and their ethnicity Hispanic.

Severe housing problems indicate physical condition or lack of necessary living standards per household. The Comprehensive Housing Affordability Strategy (CHAS) data summarizes each minority group experiencing any of four severe housing problems which include lacking complete kitchen facilities, lacking complete plumbing facilities, more than one person per room, and cost burden greater than 50%.

### 0%-30% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,075	205	295
White	710	60	170
Black / African American	155	110	100
Asian	0	0	0
American Indian, Alaska Native	10	0	0
Pacific Islander	0	0	0
Hispanic	205	40	20

**Table 17 – Severe Housing Problems 0 - 30% AMI**

Data Source: 2011-2015 CHAS

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

**30%-50% of Area Median Income**

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	820	805	0
White	670	470	0
Black / African American	70	80	0
Asian	0	100	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	74	160	0

**Table 18 – Severe Housing Problems 30 - 50% AMI**

Data 2011-2015 CHAS  
Source:

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

**50%-80% of Area Median Income**

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	945	1,575	0
White	760	1,175	0
Black / African American	105	190	0
Asian	10	20	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	80	195	0

**Table 19 – Severe Housing Problems 50 - 80% AMI**

Data 2011-2015 CHAS  
Source:

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

## 80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	330	1,200	0
White	235	1,020	0
Black / African American	10	35	0
Asian	0	35	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	84	115	0

**Table 20 – Severe Housing Problems 80 - 100% AMI**

Data Source: 2011-2015 CHAS

\*The four severe housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than 1.5 persons per room,
4. Cost Burden over 50%

## Discussion

The housing assessment determined the severe housing problems for the 30% -50% of area median income category for White populations was the highest at 82%, for all income level categories. There were no other population groups that met the 10% threshold in that income category.

The 0% - 30% of area median income category for White populations was 66%, for Hispanic populations was 19% and for Black/African American populations was 14%. The 50% - 80% of area median income category for White populations was 80% and for Black/African American populations was 11%. The 80% - 100% of area median income category for White populations was 71% and for Hispanic populations was 25%.

Further review of the assessment figures indicate the 80% - 100% of area median income category had the smallest number of households with one or more of the four severe housing problems while the 0% - 30% of area median income category had the largest number of households. It is important to note the 0% - 30% of area median income category was the only data set that included three populations (White, Black/African American and Hispanic) with percentages greater than 10% of the income level as a whole.

## NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### Introduction:

A “disproportionately greater number of housing cost burdens” is defined as when a member of a racial or ethnic group at an income level experiences housing problems at a rate greater than 10% of the income level as a whole. According to the 2011 – 2015 American Community Survey the total population of the Town of Hilton Head Island is 39,070. The population composition is as follows: 32,732 persons (83.8%) are White, 3,037 persons (7.8%) are Black/African American, 48 persons (0.1%) are American Indian and Alaska Native, 409 persons (1%) are Asian, 2,381 persons (6.1%) are Some Other Race and 464 persons (1.2%) are Two or More Races. The total Hispanic population of the Town of Hilton Head Island is comprised of 5,467 persons, which is 14% of the total Town population. It should be noted in the American Community Survey data Hispanic is considered an ethnicity and not a race, for example, the race of a person may be White and their ethnicity Hispanic, or their race may be Black/African American and their ethnicity Hispanic.

The disproportionately greater need of racial or ethnic groups is based on the level of cost burden defined as monthly housing costs exceeding 30% of monthly income. The data below is separated into groups paying under 30% of income for housing, between 30% and 50%, and over 50%. The column labeled “no/negative income” represents households with no income or negative due to self-employment, dividends, and net income rental, these households cannot have an actual cost burden, but may need housing assistance and therefore are counted separately.

### Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	10,295	3,325	3,090	295
White	8,960	2,700	2,565	170
Black / African American	505	275	265	100
Asian	120	90	0	0
American Indian, Alaska Native	4	0	10	0
Pacific Islander	0	0	0	0
Hispanic	685	250	245	20

**Table 21 – Greater Need: Housing Cost Burdens AMI**

Data Source: 2011-2015 CHAS

**Discussion:**

Based on figures from the 2011 – 2015 American Community Survey, the Town of Hilton Head Island has a total of 17,005 households; overall 37.5% of these households experience a housing cost burden, where 30% or more of their income is spent on housing costs. Based on analysis of the 2011 – 2015 CHAS data 19.5% of households are paying between 30% and 50% of their income on housing costs and 18% of households are paying more than 50% of their income on housing costs.

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## **NA-30 Disproportionately Greater Need: Discussion – 91.205(b)(2)**

**Are there any income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?**

The disproportionately greater need analysis does not necessarily reflect the number of households in need. The analysis does indicate whether a specific racial or ethnic group has a need which is disproportionately greater than all the households in that particular income group. A disproportionately greater need exists when the percentage of households in a category of need who are members of a particular racial or ethnic group is 10% higher than the percentage of households in the category as a whole.

**Housing Problems:** The disparate impact analysis for housing problems determined White, Black/African American and Hispanic populations had percentages greater than 10% of the income level as a whole.

The housing assessment determined the housing problems for the 80% -100% of area median income category for White populations was the highest at 85% and for Hispanic populations was 12%. The 50% - 80% of area median income category for White populations was 78% and for Black/African American populations was 12%. The 30% - 50% of area median income category for White populations was 73% and for Hispanic populations was 15%. The 0% - 30% of area median income category for White populations was 60%, for Hispanic populations was 20% and for Black/African American populations was 18%.

Further review of the assessment figures indicate the 80% - 100% of area median income category had the smallest number of households with one or more of the four housing problems while the 50% - 80% of area median income category had the largest number of households. It is important to note the 0% - 30% of area median income category was the only data set that included three populations (White, Black/African American and Hispanic) with percentages greater than 10% of the income level as a whole.

**Severe Housing Problems:** The housing assessment determined the severe housing problems for the 30% -50% of area median income category for White populations was the highest at 82%, for all income level categories. There were no other population groups that met the 10% threshold in that income category.

The 80% - 100% of area median income category for White populations was 71% and for Hispanic populations was 25%. The 50% - 80% of area median income category for White populations was 80% and for Black/African American populations was 11%. The 0% - 30% of area median income category for White populations was 66%, for Hispanic populations was 19% and for Black/African American populations was 14%.

Further review of the assessment figures indicate the 80% - 100% of area median income category had the smallest number of households with one or more of the four severe housing problems while the 0% - 30% of area median income category had the largest number of households. It is important to note the 0% - 30% of area median income category was the only data set that included three populations (White, Black/African American and Hispanic) with percentages greater than 10% of the income level as a whole.

Housing Cost Burdens: Based on figures from the 2011 – 2015 American Community Survey, the Town of Hilton Head Island has a total of 17,005 households; overall 37.5% of these households experience a housing cost burden, where 30% or more of their income is spent on housing costs. Based on analysis of the 2011 – 2015 CHAS data 19.5% of households are paying between 30% and 50% of their income on housing costs and 18% of households are paying more than 50% of their income on housing costs.

**If they have needs not identified above, what are those needs?**

Households experiencing disproportionately greater need may be faced with other needs such as safe affordable rentals located in areas which provide opportunity for employment and access to support services such as transportation, medical care, recreation and child care.

**Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?**

To determine the location of minority groups, LMI areas were identified by Census tracts and blocks comprised of a minimum of 49.56% of LMI households. According to Census data, there are ten Census blocks within five Census tracts in the Town Hilton Head Island with LMI percentages above 49.56%. The below table outlines these statistics:

Census Tract	Census Block Group	Low Mod Percentage
105	1	54.33%
105	2	49.79%
108	1	63.64%
108	2	75.58%
110	1	68.57%
110	2	85.86%
110	4	52.70%
110	5	88.46%

111	4	49.56%
113	1	56.00%
<b>Town of Hilton Head LMI Threshold: 49.56%</b>		

Two of the three Census tracts (105 and 108) of minority concentration have populations of racial or ethnic groups at least 10% greater than the Town as a whole.

- Census Tract 110 has one racial group greater than 10% of the Town as a whole and one ethnic group that is three percent greater than the Town as a whole.
- Census Tracts 111 and 113 have a minority concentration less than 10% of the Town as a whole.
- The highest concentration and number of Hispanic households and Black or African American households is in Census Tract 108.

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## NA-35 Public Housing – 91.205(b)

### Introduction

#### Totals in Use

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project-based	Tenant-based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	0	79	10	0	7	1	0	2

Table 22 - Public Housing by Program Type

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Alternate Data Source: Hilton Head Public Housing Data

#### Characteristics of Residents

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project-based	Tenant-based	Veterans Affairs Supportive Housing	Family Unification Program	
Average Annual Income	0	0	17,137	14,892	0	15,000	0	0	
Average length of stay	0	0	4	4	0	4	0	0	
Average Household size	0	0	2	2	0	2	0	0	
# Homeless at admission	0	0	0	2	0	1	1	0	

	Program Type							
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher	
				Total	Project-based	Tenant-based	Veterans Affairs Supportive Housing	Family Unification Program
# of Elderly Program Participants (>62)	0	0	22	4	0	4	0	0
# of Disabled Families	0	0	11	6	0	6	0	0
# of Families requesting accessibility features	0	0	3	0	0	0	0	0
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	2	0	0	0	0	0

Table 23 – Characteristics of Public Housing Residents by Program Type

Alternate Data Source: Hilton Head Public Housing Data

### Race of Residents

Race	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project-based	Tenant-based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	0	23	7	0	4	1	0	2
Black/African American	0	0	54	3	0	3	0	0	0
Asian	0	0	0	0	0	0	0	0	0

Program Type									
Race	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project-based	Tenant-based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
American Indian/Alaska Native	0	0	1	1	0	1	0	0	0
Pacific Islander	0	0	0	0	0	0	0	0	0
Other	0	0	1	0	0	0	0	0	0

**\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition**

**Table 24 – Race of Public Housing Residents by Program Type**

Data Source: Hilton Head Public Housing Data

### Ethnicity of Residents

Program Type									
Ethnicity	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project-based	Tenant-based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	0	2	1	0	1	0	0	0
Not Hispanic	0	0	77	6	0	0	1	0	2

**\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition**

**Table 25 – Ethnicity of Public Housing Residents by Program Type**

Data Source: Hilton Head Public Housing Data

**Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units:**

The Town of Hilton Head Island does not own or operate any public housing developments or units. The Beaufort Housing Authority is the agency providing public housing to approximately 2,514 residents in Beaufort County, South Carolina and there are 293 public housing units located throughout the county. In the Town of Hilton Head Island, the Beaufort Housing Authority operates 80 public housing units at the Sandalwood Terrace Apartments, however at the time this plan was developed there is one unit out of service, bringing the units in use to 79.

The Beaufort Housing Authority public housing waiting list is open and monitored by bedroom size. Currently there are 482 families on the public housing waiting list. The one bedroom category is currently the longest waiting list with an average waiting period of two years and 10 months.

The Housing Choice Voucher Program, commonly known as Section 8 housing, is subsidized by the Federal government and provides Federal assistance to families and individuals in the private rental market. The Beaufort Housing Authority program is tenant-based therefore eligible families receive assistance based on income for housing units meeting general program requirements. There are currently ten units within the Town of Hilton Head Island participating in the voucher program which are scattered throughout the Town. Tenants identify and choose their own units and the landlord agrees to participate in the housing choice voucher program.

For the first time since 2017 the Beaufort Housing Authority Section 8 waiting list was opened for one week in January 2020. At that time 1101 applications were received from people within all of Beaufort County. The Beaufort Housing Authority is currently not accepting new Section 8 applications.

The Beaufort Housing Authority has implemented a new Veterans Affairs Supportive Housing (VASH) program. This program combines the Housing Choice Voucher Program (Section 8) rental assistance for homeless Veterans with case management and clinical services provided by the Department of Veterans Affairs (VA). This program allows the Beaufort Housing Authority to assist low income housing challenged Veterans without placing them on a waiting list. Once a week a representative from the VA works from the housing authority office to house the Veteran as soon as possible.

The Beaufort Housing Authority provides resident councils at every public housing development they operate. There is also a Resident Advisory Board that is comprised of resident leaders from each development and Housing Choice Voucher (Section 8) representatives. The Housing Authority works with resident services at each of the

public housing developments and through this collaboration promote programs and activities for residents. Some of the programs offered include: the Family Self-Sufficiency Program which is a five year homeownership education program, Sandalwood Terrace Resident Council, free budgeting classes, and community garden clubs.

### **Most immediate needs of residents of Public Housing and Housing Choice voucher holders**

The ability to provide a suitable living environment to residents is linked to the ability to provide access to essential services. According to in-house discussion at the Beaufort Housing Authority, the most immediate needs of public housing and Section 8 residents is access to community services, in particular services for the elderly and disabled, including supportive services for caregivers of disabled individuals. The services are available within the community; however access to these services is not readily available for low income residents. Obstacles to access of these services include a lack of public transportation and a lack of knowledge of services available to residents.

Affordability is also a need for housing choice voucher residents. In some cases, particularly for very low and extremely low income, elderly and disabled persons, even housing assistance may not be sufficient. Elderly residents may be on fixed incomes and some disabled residents may be unable to work or receive minimal income. Housing and utility costs often require substantial deposits fees. Receiving assistance through public housing or the housing choice voucher programs make the cost of living more affordable, yet many families continue to struggle to make ends meet.

### **How do these needs compare to the housing needs of the population at large**

Connecting residents of subsidized housing with supportive services is a challenge for public housing authorities throughout the nation. Many housing authorities or housing agencies struggle to deliver or provide access to services and face the challenge of limited funding to provide services for residents.

## **NA-40 Homeless Needs Assessment – 91.205(c)**

### **Introduction:**

The Lowcountry Continuum of Care, based in Charleston, South Carolina, is the continuum of care working to address the needs of homeless in a seven county region of the South Carolina lowcountry. Annual point in time counts are conducted in the Beaufort County area; however, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data for the Town. Anecdotal evidence indicates there is a homeless population within the jurisdiction, however, no definite statistics are available on the total homeless population in the Town of Hilton Head Island.

The most current point in time count data available is from the January 23, 2019 count. The number of homeless counted in Beaufort County was 28 persons. Of the 28 persons interviewed in January 2019, there were 16 living unsheltered and 12 living in shelters. Of the total 28 persons, five were veterans and seven were chronically homeless. It is important to note, since the Town of Hilton Head Island does not have any homeless shelters the figures reflected in the point in time count data pertain to homeless persons counted in Beaufort County, South Carolina, and are not specific to the Town of Hilton Head Island.

Results of the 2018 point in time count indicated 45 persons experiencing homelessness interviewed in Beaufort County. The 2019 point in time count results showed a decrease of 17 persons, for a total of 28 persons experiencing homelessness in Beaufort County. Although state-wide point in time count data shows an increase in number of persons counted in 2019 compared to 2018 the reverse was indicated for Beaufort County. The lower count number for Beaufort County may be due to the area of the Lowcountry Continuum of Care being geographically smaller than the other three South Carolina continuums of care that participate in the annual point in time count process.

### **No Data Available**

The Lowcountry Continuum of Care, based in Charleston, South Carolina, is the continuum of care working to address the needs of the homeless in a seven county region of the South Carolina lowcountry. Annual point in time counts are conducted in the area; however, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data for the Town. Anecdotal evidence indicates there is a homeless population within the jurisdiction, however, no definite statistics are available on the total homeless population in the Town of Hilton Head Island.

If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth):

The Lowcountry Continuum of Care, based in Charleston, South Carolina, is the continuum of care working to address the needs of the homeless in a seven county region of the South Carolina lowcountry. Annual point in time counts are conducted in the area; however, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data for the Town. Anecdotal evidence indicates there is a homeless population within the jurisdiction, however, no definite statistics are available on the total homeless population in the Town of Hilton Head Island.

**Nature and Extent of Homelessness: (Optional)**

<b>Race:</b>	<b>Sheltered:</b>	<b>Unsheltered (optional)</b>
White	0	0
Black/African American	0	0
Asian	0	0
American Indian/Alaska Native	0	0
Pacific Islander	0	0
<b>Ethnicity:</b>	<b>Sheltered:</b>	<b>Unsheltered (optional)</b>
Hispanic	0	0
Not Hispanic	0	0

**Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.**

The Lowcountry Continuum of Care, based in Charleston, South Carolina, is the continuum of care working to address the needs of the homeless in a seven county region of the South Carolina lowcountry. Annual point in time counts are conducted in

the area; however, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data for the Town. Anecdotal evidence indicates there is a homeless population within the jurisdiction, however, no definite statistics are available on the total homeless population in the Town of Hilton Head Island.

**Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.**

The Lowcountry Continuum of Care, based in Charleston, South Carolina, is the continuum of care working to address the needs of the homeless in a seven county region of the South Carolina lowcountry. Annual point in time counts are conducted in the area; however, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data for the Town. Anecdotal evidence indicates there is a homeless population within the jurisdiction, however, no definite statistics are available on the total homeless population in the Town of Hilton Head Island.

**Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.**

The Lowcountry Continuum of Care, based in Charleston, South Carolina, is the continuum of care working to address the needs of the homeless in a seven county region of the South Carolina lowcountry. Annual point in time counts are conducted in the area; however, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data for the Town. Anecdotal evidence indicates there is a homeless population within the jurisdiction, however, no definite statistics are available on the total homeless population in the Town of Hilton Head Island.

## **NA-45 Non-Homeless Special Needs Assessment - 91.205 (b,d)**

### **Introduction:**

This section will discuss the characteristics and needs of persons in various subpopulations who are not homeless but may require supportive services, including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with HIV/AIDS and their families, persons with alcohol or drug addiction, victims of domestic violence, and persons with a criminal record and their families.

### **Describe the characteristics of special needs populations in your community:**

Based on the 2011 – 2015 American Community Survey estimates the Town of Hilton Head Island elderly population, 65 years of age or more is 12,856 which is 33% of the total population. According to the 2011 – 2015 American Community Survey estimates 12% of the total population are individuals with any disability and 23% of the population 65 years and over are individuals with any disability. Data indicates 55% of the elderly population is housed in owner-occupied housing units and 20% of the elderly population is housed in renter-occupied units. Housing estimates show 57% of elderly renters pay 30% or more of their monthly income on housing related expenses, an amount which exceeds HUD's cost burden threshold. Of elderly homeowners, 39% pay more than 30% of their monthly income on housing related expenses.

According to the 2011-2015 American Community Survey data for economic characteristics 17% of the total population of the Town of Hilton Head Island has no health insurance coverage and 10% of the total population had incomes in the past 12 months below the poverty level. To help address this issue the Volunteers in Medicine organization was established in 1993 to understand and serve the health and wellness needs of the most medically underserved populations and their households living and working in the Town of Hilton Head Island. The Volunteers in Medicine Clinic is staffed with approximately 650 retired volunteer physicians, nurses, dentists, chiropractors, social workers, interpreters, and lay persons. On average the staff at the clinic services approximately 27,000 patients per year. This clinic is the only free medical clinic also offering dental and mental healthcare in southern Beaufort County.

### **What are the housing and supportive service needs of these populations and how are these needs determined?**

The housing and supportive service needs of these populations may include lack of affordable housing and lack of earning a living wage. Some elderly populations may have disability issues and fixed incomes which contributed to the inability to maintain homes which in turn creates depreciating home values and property decline. Considering these

situations these populations may have difficulty meeting additional basic needs such as food, clothing, child care, and transportation and health care costs.

**Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:**

According to 2018 SC-DHEC HIV/AIDS Data Surveillance Report from January 1 through December 31, 2018 there were fewer than four new cases of HIV/AIDS diagnosed in Beaufort County. That same report states through December 31, 2018 there are 156 persons living with HIV/AIDS in Beaufort County.

The Access Network was founded in 1987 in response to the growing HIV/AIDS epidemic to serve Beaufort, Colleton, Hampton, and Jasper counties. In the mid1990's the focus of the client services changed from addressing end of life issues to helping those affected by HIV/AIDS live with the disease. The Access Network offers assistance with long term medical care, free confidential HIV testing and counseling, group and individual support programs, education and prevention, and nutrition programs.

## **NA-50 Non-Housing Community Development Needs – 91.215 (f)**

### **Describe the jurisdiction’s need for Public Facilities:**

Public facility needs in the Town of Hilton Head Island include but are not limited to parks and recreational facilities, neighborhood, community, or education facilities, public facilities improvements, housing activities, and economic development initiatives. Community Development Block Grant funds may be used for such facilities when they are located in LMI areas of eligible populations, provide benefits to a LMI clientele, or qualify as an activity under the LMI housing national objective.

### **How were these needs determined?**

Public facility needs were prioritized based on input obtained through two Needs Assessment public meetings conducted on March 2, 2020 and March 5, 2020 by the Town of Hilton Head Island. A public notice was published in the local newspaper, The Island Packet, seven days prior to the public meetings. In addition to the published notice, public meeting notices were posted at the Town of Hilton Head Island Town Hall, on the Town website, and sent to Town of Hilton Head Island E-Subscription Service subscribers. Letters of invitation to the Needs Assessment public meetings were mailed to 38 community leaders and organizations which assist LMI clientele seven days prior to the meeting.

### **Describe the jurisdiction’s need for Public Improvements:**

Public improvement needs in the Town of Hilton Head Island include but are not limited to street improvements which may include sidewalks or pathways; curbs; gutters; signage; tree plantings; lighting, and landscaping; paving dirt roads; drainage improvements; sanitary sewer installations or improvements; community center; and expansion of education and/or recreation facilities. CDBG funds may be used for such improvements when they are located in LMI areas of eligible populations, provide benefits to a LMI clientele, or qualify as an activity under the LMI housing national objective.

### **How were these needs determined?**

Public improvement needs were determined through comments received during the Needs Assessment public meetings conducted on March 2, 2020 and March 5, 2020 by the Town of Hilton Head Island.

### **Describe the jurisdiction's need for Public Services:**

Public services needs in the Town of Hilton Head Island include but are not limited to access to health care, affordable childcare, academic intervention programs, free tax preparation, education for high-risk children, job training and public safety. In addition, public services needs related to the prevention, or preparation for, or response to COVID-19 include but are not limited to grants which allow for the purchase of equipment, or supplies, or materials necessary to carry-out response and recovery activities due to COVID-19. These items include, but are not limited to food supplies, food delivery supplies, hygiene supplies, personal protective equipment, medical supplies, housing related expenses, utility assistance, mortgage or rental assistance to organizations assisting LMI clientele in response to COVID-19. Any nonprofit organization performing an activity using Town of Hilton Head Island 2020 CDBG funds or CDBG- CV funds must serve a clientele which is 51% or more LMI.

### **How were these needs determined?**

Public services needs were discussed and comments received at the Needs Assessment public meetings conducted on March 2, 2020 and March 5, 2020 by the Town of Hilton Head Island. Needs were prioritized based on participant input at the Needs Assessment public meetings. Subsequent to the CARES Act authorization, discussions were held with the Community Foundation of the Lowcountry a local 501(c)(3) nonprofit organization, which began serving the Hilton Head Island community in 1994, and participated in both Needs Assessment public meetings in March 2020. During these Needs Assessment meetings and a subsequent consultation meeting Town staff determined the Community Foundation of the Lowcountry had the capacity and capability to administer public services grants funded with Fiscal Year 2020 CDBG and CDBG-CV funds on behalf of the Town. Needs related to COVID-19 were identified based on collaboration with the Community Foundation of the Lowcountry and public input gathered through emergency Town Council meetings and allowed uses according to HUD guidance.

# Housing Market Analysis

## MA-05 Overview

### Housing Market Analysis Overview:

While housing opportunities can be limited by household income and purchasing power, the lack of affordable housing options may result in a significant hardship for low income households, preventing other basic needs from being met. Low income residents often have fewer financial resources available to them for making monthly rent or mortgage payments. Low income residents who do purchase homes must keep a significant amount of funds available for taxes, insurance, property owners association fees, and home maintenance and repairs. Since home ownership requires substantial investment for many residents, LMI households tend to rent homes as opposed to purchasing one. Most residential property leases call for less responsibility and less investment from the home occupant than if they were to purchase a home. According to the 2011 – 2015 American Community Survey, of the 17,005 occupied housing units in the Town of Hilton Head Island 73.5% are owner occupied and the other 26.5% of housing units are occupied by renters.

The types and function of housing units in the Town of Hilton Head Island is important to understand the unique nature of housing development in the Town. There are various forms or types of housing units on the Island, including detached single family homes and attached duplexes, multi-family structures and mobile homes. There are also various types of housing in terms of function, including traditional apartment complexes, condominiums, both long and short term home rentals, seasonal homes and timeshares also known as interval occupancy units.

The data shown in the table below, Housing Unit by Structure Type, refers to housing units as defined by the U.S. Census Bureau. This table shows the number of housing units by structure type in each category since 1990. The number of mobile homes more than doubled between 1990 and 2010, increasing from 419 to 974, however this structure type decreased between 2010 and 2015 by 116 units. The information shown in this table also indicates in 1990 there were 601 fewer multi-family units than there were single family units. This trend continues as the gap increases in 2000, with 4,506 fewer multi-family units than single family units. In 2010 the gap continued, however it narrowed to 2,693 fewer multi-family units than single family units and in 2015 the gap increased to 3,041 fewer multi-family units than single family units. Overall this indicates a declining trend in the development of multi-family units on the Island.

Due to the unique character of Hilton Head Island as a resort destination there are a significant number of housing units used on a seasonal basis. Based on 2007 data gathered by Town staff, there were 3,537 interval occupancy units within the Town of

Hilton Head Island. It is important to note, during the building permit process interval occupancy developments are categorized as multi-family structures.

	1990	2000	2010*	2015**	% Change 1990 - 2000	% Change 2000 - 2010	% Change 2010 - 2015
Single Family	10,775	14,157	17,432	18,218	31%	23%	4.5%
Multi-Family	10,174	9,651	14,739	15,177	-5%	53%	3%
Mobile Homes	419	806	974	858	92%	21%	-12%
TOTAL	21,368	24,614	33,145	33,819	15%	35%	2%

Source: U.S. Census Bureau – 1990 & 2000 Census;

\* 2008 – 2010 American Community Survey Estimates:

\*\* 2011 – 2015 American Community Survey Estimates

## MA-10 Number of Housing Units – 91.210(a)&(b)(2)

### Introduction

The following section describes the number, type, tenure and size of housing in the Town of Hilton Head Island.

According to 2011 – 2015 American Community Survey data the Town of Hilton Head Island housing stock is comprised of 33,833 units, of which 15,555 or 46% are one unit detached structures, 17,407 or 51.4% are located in multi-unit structures and 868 units or 2.5% are categorized as mobile home, boat, RV, van, etc. The majority of residential multi-units, 6863 or 20.3% are in the 20 unit or more category. This is likely due to the significant number of interval occupancy units located within the Town of Hilton Head Island.

### All residential properties by number of units

Property Type	Number	%
1-unit detached structure	15,555	46%
1-unit, attached structure	2,295	7%
2-4 units	2,740	8%
5-19 units	5,510	16%
20 or more units	6,865	20%
Mobile Home, boat, RV, van, etc	868	3%
<b>Total</b>	<b>33,833</b>	<b>100%</b>

Table 26 – Residential Properties by Unit Number

Data Source: 2011-2015 ACS

### Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	20	0%	55	1%
1 bedroom	295	2%	905	20%
2 bedrooms	2,660	21%	2,095	47%
3 or more bedrooms	9,525	76%	1,450	32%
<b>Total</b>	<b>12,500</b>	<b>99%</b>	<b>4,505</b>	<b>100%</b>

Table 27 – Unit Size by Tenure

Data Source: 2011-2015 ACS

**Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.**

The Town of Hilton Head Island does not own or operate any public housing developments or units. The Beaufort Housing Authority is the public agency providing affordable housing to approximately 2,514 residents in Beaufort County, South Carolina and there are 293 public housing units of housing located throughout the county. In the Town of Hilton Head Island, the Beaufort Housing Authority operates 80 public housing units at the Sandalwood Terrace Apartments, however at the time this plan was developed there is one unit out of service, bringing the units in use to 79.

The Housing Choice Voucher Program, commonly known as Section 8 housing is subsidized by the Federal government and provides Federal assistance to families and individuals in the private rental market. The Beaufort Housing Authority program is tenant-based therefore eligible families receive assistance based on income for housing units meeting general program requirements. There are currently ten units participating in the voucher program which are scattered throughout the Town of Hilton Head Island. Tenants identify and choose their own units and the landlord agrees to participate in the housing choice voucher program.

**Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.**

The Town of Hilton Head Island and the Beaufort Housing Authority do not expect to lose any affordable housing units from the inventory during this Consolidated Plan period.

**Does the availability of housing units meet the needs of the population?**

Assessing existing and future housing demand can be difficult. Demand can include the unmet demand of the existing population, the changing needs of the existing population and the needs of future residents. Census data was used to assess the ability of current housing stock to meet the needs of the population. The assessment indicates the existing housing stock does not fully meet the needs of the existing population showing 46.7% of renters expending more than 30% of monthly income on housing costs. HUD considers a housing unit affordable if the occupant expends no more than 30% of its income on housing costs. If the household spends more than 30% of its income on housing costs, the household is considered cost-burdened. Cost-burdened households have less financial resources to meet other basic needs such as food, clothing, transportation, medical costs, child care costs and fewer resources to properly maintain a housing structure and are at greater risk for foreclosure or eviction.

**Describe the need for specific types of housing:**

Anecdotal evidence indicates households in the market for moderate-to high-priced rentals, or owner-occupied homes have a variety of housing options. Renters who may

be disabled, elderly with fixed incomes or those earning low incomes are likely to find more limited housing options. According to the 2011 – 2015 American Community Survey, five year estimates indicate 46.7% of renters expend more than 30% of monthly income on housing costs.

## MA-15 Housing Market Analysis: Cost of Housing - 91.210(a)

### Introduction

Based on data from 2011 – 2015 CHAS provided by HUD’s eCon software program, American Community Survey data, Census data and the HUD Fiscal Year 2016 Fair Market Rent Summary, the following tables reflect the cost of owner and renter-occupied housing in the Town of Hilton Head Island. There may have been significant changes in housing prices in recent years which may not be fully captured in this data.

### Cost of Housing

	Base Year: 2009	Most Recent Year: 2015	% Change
Median Home Value	510,700	434,900	(15%)
Median Contract Rent	956	899	(6%)

Table 28 – Cost of Housing

Data Source: 2005-2009 ACS (Base Year), 2011-2015 ACS (Most Recent Year)

Rent Paid	Number	%
Less than \$500	473	10.5%
\$500-999	2,350	52.2%
\$1,000-1,499	940	20.9%
\$1,500-1,999	410	9.1%
\$2,000 or more	335	7.4%
<b>Total</b>	<b>4,508</b>	<b>100.1%</b>

Table 29 - Rent Paid

Data Source: 2011-2015 ACS

### Housing Affordability

% Units affordable to Households earning	Renter	Owner
30% HAMFI	225	No Data
50% HAMFI	885	434
80% HAMFI	3,010	1,004
100% HAMFI	No Data	1,649
<b>Total</b>	<b>4,120</b>	<b>3,087</b>

Table 30 – Housing Affordability

Data Source: 2011-2015 CHAS

## Monthly Rent

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	\$781	\$820	\$949	\$1,245	\$1,657
High HOME Rent	\$781	\$820	\$949	\$1,162	\$1,278
Low HOME Rent	\$611	\$655	\$786	\$907	\$1,012

**Table 31 – Monthly Rent**

Data Source: HUD FMR and HOME Rents

## Is there sufficient housing for households at all income levels?

According to the 2011-2015 American Community Survey, of the 17,005 occupied housing units in the Town of Hilton Head Island 73.5% are owner occupied and 26.5% are occupied by renters. The same data set indicates there are 16,822 vacant housing units of which the homeowner vacancy rate is 3.6% and the rental vacancy rate is 27.37%. The median home value is \$434,900 and the median rent is \$1,066.

While data indicates a sufficient number of vacant units, the types and function of housing units in the Town of Hilton Head Island is important to understand. There are various forms of housing units within the Town, including detached single family homes, attached duplexes, multi-family structures and mobile homes. There are also various types of housing in terms of function, including traditional apartment complexes, condominiums, both long and short term home rentals, seasonal homes and timeshares also known as interval occupancy units.

Due to the unique character of Hilton Head Island as a resort destination, there are a significant number of housing units used on a seasonal basis. Based on 2007 data gathered by Town staff, there were 3,537 interval occupancy units within the Town of Hilton Head Island. It is important to note, during the building permit process interval occupancy developments are categorized as multi-family structures.

According to the 2011-2015 American Community Survey data, the Town of Hilton Head Island housing stock is comprised of 33,833 units, of which 15,555 or 46% are one unit detached structures, 2,295 or 6.8% are one unit attached structures, 15,115 or 44.6% are located in multi-unit structures and 868 units or 2.5% are categorized as mobile home, boat, RV, van, etc. It should be noted there are 6,865 housing units in multi-unit structures with 20 or more units; this is likely due to the significant number of interval occupancy units located within the Town of Hilton Head Island. Based on this information, households in the market for moderate to high priced rental units or owner occupied homes have a variety of housing options. Renters who may be disabled,

elderly with fixed incomes or those earning low incomes are likely to find more limited housing options.

**How is affordability of housing likely to change considering changes to home values and/or rents?**

Based on comparison data from the real estate website RealtyTrac, there are 67 properties in foreclosure stages, 683 homes listed for sale, and 1,112 homes recently sold as of February 2020. According to available data in January 2020, the number of properties receiving a foreclosure filing in the Town of Hilton Head Island was 44% lower than in December 2019 and 55% lower than the same time period in 2019. Home sales for December 2019 had no increase or decrease compared with the previous month and no increase or decrease compared with one year ago. According to the real estate website Zillow, in January 2020, the median price of a non-distressed home was \$372,000. Based on this information it is anticipated affordability will remain at the currently level.

**How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?**

As illustrated above in the Monthly Rent Table, the HOME and Fair Market rents for efficiency, and one-bedroom, units in the Town of Hilton Head Island are less than the median contract rent of \$899 listed in the 2011 – 2015 CHAS and greater than the median rent for units with two or more bedrooms. This appears to indicate more affordable housing may be needed for two or more bedroom units.

## MA-20 Housing Market Analysis: Condition of Housing – 91.210(a)

### Introduction

The majority of housing units in the Town of Hilton Head Island were built between 1980 and 1999 and as the units age they become more likely to need repairs. Conditions of units may be associated with lack of complete kitchen or plumbing facilities, more than one person per room, or having a cost burden greater than 30% of the household income. According to the Condition of Units chart below 36% of owner-occupied units and 45% of renter-occupied units have at least one of the selected conditions.

### Definitions

Standard condition may be defined as housing which meets all local building, fire, health and safety codes and HUD’s minimum Housing Quality Standards. Substandard condition may be defined as housing that does not meet local building, fire, health and safety codes or HUD’s minimum Housing Quality Standards.

### Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	4,470	36%	2,035	45%
With two selected Conditions	15	0%	295	7%
With three selected Conditions	15	0%	4	0%
With four selected Conditions	0	0%	0	0%
No selected Conditions	8,005	64%	2,170	48%
<b>Total</b>	<b>12,505</b>	<b>100%</b>	<b>4,504</b>	<b>100%</b>

Table 32 - Condition of Units

Data Source: 2011-2015 ACS

## Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	2,760	22%	525	12%
1980-1999	7,165	57%	2,735	61%
1950-1979	2,525	20%	1,165	26%
Before 1950	49	0%	85	2%
<b>Total</b>	<b>12,499</b>	<b>99%</b>	<b>4,510</b>	<b>101%</b>

**Table 33 – Year Unit Built**

Data Source: 2011-2015 CHAS

## Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	2,574	21%	1,250	28%
Housing Units build before 1980 with children present	1,300	10%	680	15%

**Table 34 – Risk of Lead-Based Paint**

Data Source: 2011-2015 ACS (Total Units) 2011-2015 CHAS (Units with Children present)

## Vacant Units

	Suitable for Rehabilitation	Not Suitable for Rehabilitation	Total
Vacant Units			
Abandoned Vacant Units			
REO Properties			
Abandoned REO Properties			

**Table 35 - Vacant Units**

## Need for Owner and Rental Rehabilitation

The age of housing stock in the Town of Hilton Head Island will continue to have a significant impact on general housing conditions. While only 3,824 units were built before 1980, as housing ages maintenance costs rise, which can present a significant cost for LMI households. This poses a threat to LMI tenants who may not be able to maintain close communication with landlords or property managers when repairs are needed.

## Estimated Number of Housing Units Occupied by Low or Moderate Income Families with LBP Hazards

Exposure to lead-based paint represents a substantial environmental threat and housing conditions may significantly affect public health. HUD regulations regarding lead-based paint apply to all federally assisted housing. The main source of lead exposure comes from lead-contaminated dust found in deteriorating buildings. Many residential properties built before 1978 contain lead-based paint. Unfortunately, measuring the exact number of housing units with lead-based paint hazards is difficult. Lead is a highly toxic metal which may cause a range of health problems for adults and especially with children.

Low income households earning 0-50% of Median Family Income are usually the least able to afford well maintained housing and therefore, are often at greater risk of lead poisoning. According to American Community Survey data there are 2,574 (21%) owner-occupied housing units and 1,250 (28%) of renter-occupied households built before 1980. There are 1,300 owner-occupied households with children present and 680 renter-occupied households with children present built before 1980. These households may be at risk of lead hazard problems.

## MA-25 Public and Assisted Housing – 91.210(b)

### Introduction

The Town of Hilton Head Island does not own or operate any public housing developments or units. The Beaufort Housing Authority is the public agency providing affordable housing to residents in all of Beaufort County, South Carolina, including the Town of Hilton Head Island. In the Town of Hilton Head Island, the Beaufort Housing Authority operates 80 public housing units at the Sandalwood Terrace Apartments, however at the time this plan was developed there is one unit out of service, bringing the units in use to 79.

### Totals Number of Units

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers available			79	10		7	1	0	2
# of accessible units									
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 36 – Total Number of Units by Program Type

Data Source: Hilton Head Public Housing Data

### Describe the supply of public housing developments:

### Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:

The Town of Hilton Head Island does not own or operate any public housing developments or units. The Beaufort Housing Authority is the public agency providing affordable housing to approximately 2,514 residents in Beaufort County, South Carolina and there are 293 units of housing located throughout the county. In the Town of Hilton Head Island, the Beaufort Housing Authority operates 80 public housing units at the Sandalwood Terrace Apartments, however at the time this plan was developed there is

one unit out of service, bringing the units in use to 79.

The Housing Choice Voucher Program, commonly known as Section 8 housing, is subsidized by the Federal government and provides Federal assistance to families and individuals in the private rental market. The Beaufort Housing Authority program is tenant-based therefore eligible families receive assistance based on income for housing units meeting general program requirements. There are currently ten units participating in the voucher program which are scattered throughout the Town of Hilton Head Island. Tenants identify and choose their own units and the landlord agrees to participate in the housing choice voucher program.

**Public Housing Condition**

<b>Public Housing Development</b>	<b>Average Inspection Score</b>
Beaufort Housing Authority	77

**Table 37 - Public Housing Condition**

**Describe the restoration and revitalization needs of public housing units in the jurisdiction:**

**Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing:**

## MA-30 Homeless Facilities and Services – 91.210(c)

### Introduction

The Lowcountry Continuum of Care, based in Charleston, South Carolina is the continuum of care working to address the needs of the homeless in a seven county region of the South Carolina lowcountry. Annual point in time counts are conducted in the area; however, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data for the Town. Anecdotal evidence indicates there is a homeless population within the jurisdiction, however, no definite statistics are available on the total homeless population in the Town of Hilton Head Island.

The most current point in time count data available is from the January 23, 2019 count. The number of homeless counted in Beaufort County was 28 persons. Of the 28 persons interviewed in January 2019, there were 16 living unsheltered and 12 living in shelters. Of the total 28 persons, five were veterans and seven were chronically homeless. It is important to note, since the Town of Hilton Head Island does not have any homeless shelters the figures reflected in the point in time count data pertain to homeless persons counted in Beaufort County, South Carolina, and are not specific to the Town of Hilton Head Island.

### Facilities and Housing Targeted to Homeless Households

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	0	0	0	0	0
Households with Only Adults	0	0	0	0	0
Chronically Homeless Households	0	0	0	0	0
Veterans	0	0	0	0	0
Unaccompanied Youth	0	0	0	0	0

Table 38 - Facilities and Housing Targeted to Homeless Households

### Describe mainstream services, such as health, mental health, and employment services to the extent those services are used to complement services targeted to homeless persons

Mainstream services are handled through organizations which provide services to those experiencing homelessness. The Beaufort County Human Services Alliance collaborates with area agencies to promote and sustain activities which improve the quality of life for

all Beaufort County residents. Various agency resources are pooled together to address community needs in the areas of economy, education, poverty, health and the environment.

**List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.**

There are no homeless shelters located within the Town of Hilton Head Island. Family Promise of Beaufort County is a non-profit organization located in Bluffton, South Carolina, adjacent to the Town of Hilton Head Island, which provides assistance to homeless families. During one program cycle four families go through the 60-90 day program. Family Promise partners with host churches throughout Beaufort County, where families sleep for a one week period then move to the next host church. Support churches provide food to the families. Churches provide overnight chaperons. Children attend school during the day and the parent attends educational classes at the Family Promise Center located in Bluffton. The education component of the program consists of a variety of classes, some which include resume writing and budgeting. Upon program completion participants must have a place to live, a job and transportation. The case workers at Family Promise follow-up with program graduates for 12-18 months after completing the program.

## **MA-35 Special Needs Facilities and Services – 91.210(d)**

### **Introduction**

The Town of Hilton Head Island does not own or operate any special needs facilities. As a member of the Beaufort County Human Services Alliance, the Town encourages collaboration with area agencies to promote and sustain activities which improve the quality of life for Beaufort County residents, including in the Town of Hilton Head Island.

**Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs**

**Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing**

**Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)**

**For entitlement/consortia grantees: Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. (91.220(2))**

## **MA-40 Barriers to Affordable Housing – 91.210(e)**

### **Negative Effects of Public Policies on Affordable Housing and Residential Investment**

A variety of barriers exist which make increasing affordable housing stock in the Town of Hilton Head Island difficult. The following list highlights some affordable housing issues, however, this list should not be considered exhaustive. Many other circumstances may occur which prevent the market from providing affordable housing.

- Land costs are a limiting factor in the construction of affordable housing units.
- Land supply is a finite resource as the Town approaches build-out.
- Construction costs which continue to increase are a factor in development of affordable housing.
- Much of the housing located in the Town of Hilton Head Island and land available for housing is subject to floodplain insurance requirements in addition to other insurance requirements, such as wind and hail.
- Marketability and potential profit is a factor for developers because of the challenges faced with construction in a coastal area.
- The “NIMBY” syndrome, “Not in My Backyard”, is a common sentiment toward affordable housing within the Town of Hilton Head Island.

## MA-45 Non-Housing Community Development Assets – 91.215 (f)

### Introduction

This section identifies economic sectors in the Town of Hilton Head Island where job opportunities exist and identifies employment sector positions. According to the 2011 – 2015 American Community Survey data, the unemployment rate was 5.12%, however in the 2014 - 2018 American Community Survey data, the unemployment rate in the Town of Hilton Head Island decreased to 5.0%, which is below the national average of 5.9%.

### Economic Development Market Analysis

#### Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	34	40	0	0	0
Arts, Entertainment, Accommodations	3,889	7,218	28	32	4
Construction	598	872	4	4	-1
Education and Health Care Services	1,785	3,050	13	14	0
Finance, Insurance, and Real Estate	1,151	1,923	8	9	0
Information	140	222	1	1	0
Manufacturing	332	308	2	1	-1
Other Services	644	1,042	5	5	0
Professional, Scientific, Management Services	1,120	1,815	8	8	0
Public Administration	0	0	0	0	0
Retail Trade	2,030	2,906	15	13	-2
Transportation and Warehousing	268	166	2	1	-1
Wholesale Trade	337	255	2	1	-1
Total	12,328	19,817	--	--	--

**Table 39 - Business Activity**

Data: 2011-2015 ACS (Workers), 2015 Longitudinal Employer-Household Dynamics (Jobs)  
 Source:

## Labor Force

Total Population in the Civilian Labor Force	18,220
Civilian Employed Population 16 years and over	17,290
Unemployment Rate	5.12
Unemployment Rate for Ages 16-24	11.23
Unemployment Rate for Ages 25-65	3.85

**Table 40 - Labor Force**

Data Source: 2011-2015 ACS

Occupations by Sector	Number of People
Management, business and financial	4,425
Farming, fisheries and forestry occupations	685
Service	1,715
Sales and office	4,260
Construction, extraction, maintenance and repair	1,805
Production, transportation and material moving	535

**Table 41 – Occupations by Sector**

Data Source: 2011-2015 ACS

## Travel Time

Travel Time	Number	Percentage
< 30 Minutes	12,605	83%
30-59 Minutes	1,980	13%
60 or More Minutes	540	4%
<b>Total</b>	<b>15,125</b>	<b>100%</b>

**Table 42 - Travel Time**

Data Source: 2011-2015 ACS

## Education:

### Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	1,295	130	230

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
High school graduate (includes equivalency)	2,750	285	1,025
Some college or Associate's degree	3,630	145	1,060
Bachelor's degree or higher	5,820	150	1,845

**Table 43 - Educational Attainment by Employment Status**

Data Source: 2011-2015 ACS

### Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	40	220	190	330	215
9th to 12th grade, no diploma	250	300	215	395	315
High school graduate, GED, or alternative	515	940	965	2,160	1,755
Some college, no degree	615	500	710	2,045	2,415
Associate's degree	35	175	310	1,110	615
Bachelor's degree	215	1,085	905	3,495	4,020
Graduate or professional degree	0	255	340	1,720	3,525

**Table 44 - Educational Attainment by Age**

Data Source: 2011-2015 ACS

### Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	20,642
High school graduate (includes equivalency)	21,616
Some college or Associate's degree	31,667
Bachelor's degree	40,242
Graduate or professional degree	50,625

**Table 45 – Median Earnings in the Past 12 Months**

Data Source: 2011-2015 ACS

**Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?**

The largest percentage of the Town of Hilton Head Island’s labor force is employed in the Arts, Entertainment, Accommodations sector which consists of 28% of the labor force. The next largest percentage of the labor force is employed in the Retail Trade

sector, which consists of 15% followed by the Education and Health Care Services sector consisting of 13% of the labor force.

**Describe the workforce and infrastructure needs of the business community:**

The Town of Hilton Head Island’s workforce continues to depend on a large pool of residents possessing higher levels of education. Over 50% of the labor force holds positions in management, business, financial, service, sales and office sectors which may necessitate some secondary education. Workforce needs encompassing each sector may include but are not limited to well educated, motivated, healthy, and skilled employees. Infrastructure needs may include but are not limited to access to a reliable transportation system including streets, and pathways, access to water and sewer services, recreational facilities and internet services.

**Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.**

The Town of Hilton Head Island strives to foster continued economic development. This can be accomplished by efficient management and leveraging resources. In 2019 the Town engaged a consultant to create a workforce housing strategic plan. The plan indicated a lack of workforce housing within the Town is an impediment to recruiting and retaining both private and public sector employees. The plan outlined strategies the Town may wish to integrate into future goals and policies. Town staff continues to work with Town Council on addressing workforce housing strategies to support workforce development.

**How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?**

Thirty-two percent of the civilian labor force in the Town of Hilton Head Island possesses a bachelor’s degree or higher level of educational attainment. This corresponds with the Occupation by Sector table indicating the Management, business and financial sector and Sales and Office sector reflecting the highest number of employees, comprising 48% of the labor force. It can be presumed these two sectors have a higher percentage of employees with secondary educations.

**Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.**

**Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?**

No

**If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.**

## MA-50 Needs and Market Analysis Discussion

**Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")**

After analysis of data in the HUD Office of Community Planning and Development (CPD) maps software program it was established Census Tract 108 contains the highest percent of households with one of the four severe housing problems at 35% compared with the other two LMI Census tracts. The severe housing problem category includes housing cost burden greater than 30%, housing cost burden greater than 50%, overcrowding or substandard housing.

**Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")**

To determine the location of minority groups, LMI areas were identified by Census tracts and blocks comprised of a minimum of 49.56% of LMI households. According to Census data, there are ten Census blocks within five Census tracts in the Town Hilton Head Island with LMI percentages above 49.56%. The below table outlines these statistics:

Census Tract	Census Block Group	Low Mod Percentage
105	1	54.33%
105	2	49.79%
108	1	63.64%
108	2	75.58%
110	1	68.57%
110	2	85.86%
110	4	52.70%
110	5	88.46%
111	4	49.56%
113	1	56.00%
<b>Town of Hilton Head LMI Threshold: 49.56%</b>		

Two of the three Census tracts (105 and 108) of minority concentration have populations of racial or ethnic groups at least 10% greater than the Town as a whole. Census Tract 110 has one racial group greater than 10% of the Town as a whole and one ethnic group that is three percent greater than the Town as a whole. Census Tracts 111 and 113 have a minority concentration less than 10% of the Town as a whole. The

highest concentration and number of Hispanic households and Black or African American households is in Census Tract 108.

**What are the characteristics of the market in these areas/neighborhoods?**

Areas with concentrations of housing problems and low income populations may be referred to as distressed areas or neighborhoods. Distressed neighborhoods typically have older housing stock, higher rates of vacancy, and lower quality of life in addition to segments of minorities and low income households. Property values may tend to be lower in these areas than the surrounding areas.

**Are there any community assets in these areas/neighborhoods?**

Census Tracts 105, 108, 110 and 113 have a variety of Town of Hilton Head Island-owned parks, public and private recreation and education facilities and religious institutions available to residents of the Town of Hilton Head Island. Census Tract 105 contains the Hilton Head Island public school campus including elementary, middle and high schools, which are accessible to children residing in the Town of Hilton Head Island.

**Are there other strategic opportunities in any of these areas?**

The Town of Hilton Head Island has identified areas with the highest concentration of low income households for CDBG funding. Anticipated use of CDBG funds includes but is not limited to street improvements which may include sidewalks or pathways, curbs, gutters, signage, tree plantings, lighting, landscaping, and paving dirt roads, drainage improvements, sanitary sewer installations or improvements, community center, and expansion of education and/or recreation facilities.

## **MA-60 Broadband Needs of Housing occupied by Low- and Moderate-Income Households - 91.210(a)(4), 91.310(a)(2)**

**Describe the need for broadband wiring and connections for households, including low- and moderate-income households and neighborhoods.**

In 2014 the Town of Hilton Head participated in the Connected Community Engagement Program with Connect South Carolina, which resulted in the Hilton Head Island Technology Action Plan. In an analysis of connected assessment, the Town achieved a score of 114 points out of 120 for overall broadband and technology readiness. In this 2014 plan, it noted the Town's overall broadband availability is generally consistent with the state average of 98.06%.

The plan's assessment criteria indicated 100% of households have access to broadband speeds of 3 megabits of data per second (Mbps) or greater and 97% of households have access to broadband speeds of 50 Mbps. The plan also indicated 100% of households have access to more than one broadband provide and 100% of residents have access to mobile broadband service. A total of seven broadband providers were identified within the Town, which are: Hargray Communications, Spectrum Cable, AT&T, Cricket Communications, Inc., Sprint, T-Mobile and Verizon Wireless.

According to Hargray Communications there are approximately 5,000 to 7,000 homes and businesses within the Town of Hilton Head Island connected to broadband via fiber service. There is no cost to connect a home of business to the fiber network, and therefore no connection discount program for LMI neighborhoods.

**Describe the need for increased competition by having more than one broadband Internet service provider serve the jurisdiction.**

According to the 2014 Hilton Head Island Technology Action Plan, there are seven broadband internet providers available to residents of the Town of Hilton Head Island. Statistics listed on the Broadband and Now website indicate approximately 92% of Hilton Head Island residents are serviced by multiple wired service providers. This level of competition allows Town of Hilton Head Island residents to select broadband internet service that best aligns with their needs.

## **MA-65 Hazard Mitigation - 91.210(a)(5), 91.310(a)(3)**

### **Describe the jurisdiction’s increased natural hazard risks associated with climate change.**

The Town of Hilton Head Island is a participating jurisdiction in the Beaufort County, South Carolina Multi-jurisdictional Hazard Mitigation Plan 2015 Update, which was approved by the U.S. Department of Homeland Security – FEMA in September 2016. The Beaufort County Multi-jurisdictional Hazard Mitigation Plan identifies sea level rise as a contributing factor to the County’s future vulnerability to storms, flooding, erosion, and saltwater intrusion. The plan recommends the County and participating jurisdictions plan for impacts of climate change and sea level rise in future land planning, site review, and location of infrastructure and public facilities.

### **Describe the vulnerability to these risks of housing occupied by low- and moderate-income households based on an analysis of data, findings, and methods.**

The Beaufort County Multi-jurisdictional Hazard Mitigation Plan 2015 Update states “According to SCEMD, Beaufort County has a wide range of social vulnerability, with most tracts exhibiting moderate levels”. Considering the unique characteristic of the entire jurisdiction of the Town of Hilton Head Island being a barrier island off the coast of South Carolina, flood-prone areas are not limited to the LMI Census tracts, but appear to be widespread throughout the Town. The vulnerability analysis concluded flooding and flood damages pose the greatest risk to all households on Hilton Head Island, not solely LMI Census tracts.

# Strategic Plan

## SP-05 Overview

### Strategic Plan Overview

The Strategic Plan outlined in the following section provides a guide for the Town of Hilton Head Island’s allocation of CDBG Program funding for the 2020 – 2024 planning period. The goals focus on priority needs and target available resources designed to meet those needs. The needs include public improvements and facilities, public services, housing activities, economic development and activities to prevent, or prepare for, or respond to COVID-19 for LMI persons. The primary emphasis of the goals is the continuance of maintaining and improving the quality of life of LMI residents. Projects selected for CDBG funding in this five year period will be managed efficiently and in compliance with program requirements.

#	Program Year	Project Name	Project Description	Estimated Amount	Annual Goals Supported	Target Area	Priority Need Addressed	Goal Outcome Indicator
1	2020	COVID-19 Response and Recovery	Provide grant funding for the purchase of equipment, or supplies, or materials necessary to carry-out response and recovery due to COVID-19.	\$873,300	COVID-19 Response & Recovery	Town-Wide	Non- Housing Community Development – Public Services; and Administration & Planning	Public service activities other than low/moderate-income housing benefit
2	2021	Facilities, Housing, Public Services, Economic Development Year 2	Provide funding for public facilities & improvements, or housing activities or economic development initiative, or public services in LMI neighborhoods or to LMI clientele.	\$238,313	Facilities, Housing, Public Services, Economic Development Year 2	Census Tract 105, 108, 110, 111, or 113	Non- Housing Community Development – Public Improvements; Public Services; Housing Activities; Economic Development; Administration & Planning	Public facility or infrastructure activities other than low/moderate-income housing benefit
3	2022	Facilities, Housing, Public Services, Economic Development Year 3	Provide funding for public facilities & improvements, or housing activities or economic development initiative, or public services in LMI neighborhoods or to LMI clientele.	\$204,430	Facilities, Housing, Public Services, Economic Development Year 3	Census Tract 105, 108, 110, 111, or 113	Non- Housing Community Development – Public Improvements; Public Services; Housing Activities; Economic Development; Administration & Planning	Public facility or infrastructure activities other than low/moderate-income housing benefit

4	2023	Facilities, Housing, Public Services, Economic Development Year 4	Provide funding for public facilities & improvements, or housing activities or economic development initiative, or public services in LMI neighborhoods or to LMI clientele.	\$204,430	Facilities, Housing, Public Services, Economic Development Year 4	Census Tract 105, 108, 110, 111, or 113	Non- Housing Community Development – Public Improvements; Public Services; Housing Activities; Economic Development; Administration & Planning	Public facility or infrastructure activities other than low/moderate-income housing benefit
5	2024	Facilities, Housing, Public Services, Economic Development Year 5	Provide funding for public facilities & improvements, or housing activities or economic development initiative, or public services in LMI neighborhoods or to LMI clientele.	\$204,430	Facilities, Housing, Public Services, Economic Development Year 5	Census Tract 105, 108, 110, 111, or 113	Non- Housing Community Development – Public Improvements; Public Services; Housing Activities; Economic Development; Administration & Planning	Public facility or infrastructure activities other than low/moderate-income housing benefit

Five Year Project Table

## SP-10 Geographic Priorities – 91.215 (a)(1)

### Geographic Area

1	<b>Area Name:</b>	Census Tract 105
	<b>Area Type:</b>	Local Target area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Other
	<b>Other Revital Description:</b>	Public Improvement, or Housing Activity, or Economic Development, or Public Services
	<b>Identify the neighborhood boundaries for this target area.</b>	Squire Pope Gum Tree Area
	<b>Include specific housing and commercial characteristics of this target area.</b>	
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	Based on LMI percentage
	<b>Identify the needs in this target area.</b>	Facilities, Housing, Public Services, Economic Development
	<b>What are the opportunities for improvement in this target area?</b>	
	<b>Are there barriers to improvement in this target area?</b>	
2	<b>Area Name:</b>	Census Tract 108
	<b>Area Type:</b>	Local Target area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Other
	<b>Other Revital Description:</b>	Public Improvement, or Housing Activity, or Economic Development, or Public Services
	<b>Identify the neighborhood boundaries for this target area.</b>	Baygall Mitchelville Area
	<b>Include specific housing and commercial characteristics of this target area.</b>	
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	Based on LMI percentage
	<b>Identify the needs in this target area.</b>	Facilities, Housing, Public Services, Economic Development
	<b>What are the opportunities for improvement in this target area?</b>	

	<b>Are there barriers to improvement in this target area?</b>	
<b>3</b>	<b>Area Name:</b>	Census Tract 110
	<b>Area Type:</b>	Local Target area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Other
	<b>Other Revital Description:</b>	Public Improvement, or Housing Activity, or Economic Development, or Public Services
	<b>Identify the neighborhood boundaries for this target area.</b>	Chaplin Marshland Area
	<b>Include specific housing and commercial characteristics of this target area.</b>	
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	Based on LMI percentage
	<b>Identify the needs in this target area.</b>	Facilities, Housing, Public Services, Economic Development
	<b>What are the opportunities for improvement in this target area?</b>	
	<b>Are there barriers to improvement in this target area?</b>	
<b>4</b>	<b>Area Name:</b>	Census Tract 111
	<b>Area Type:</b>	Local Target area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Other
	<b>Other Revital Description:</b>	Public Improvement, or Housing Activity, or Economic Development, or Public Services
	<b>Identify the neighborhood boundaries for this target area.</b>	Mid-Island Area
	<b>Include specific housing and commercial characteristics of this target area.</b>	
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	Based on LMI percentage
	<b>Identify the needs in this target area.</b>	Facilities, Housing, Public Services, Economic Development
<b>What are the opportunities for improvement in this target area?</b>		

	<b>Are there barriers to improvement in this target area?</b>	
5	<b>Area Name:</b>	Census Tract 113
	<b>Area Type:</b>	Local Target area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Other
	<b>Other Revital Description:</b>	Public Improvement, or Housing Activity, or Economic Development, or Public Services
	<b>Identify the neighborhood boundaries for this target area.</b>	Cordillo Area
	<b>Include specific housing and commercial characteristics of this target area.</b>	
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	Based on LMI percentage
	<b>Identify the needs in this target area.</b>	Facilities, Housing, Public Services, Economic Development
	<b>What are the opportunities for improvement in this target area?</b>	
	<b>Are there barriers to improvement in this target area?</b>	
6	<b>Area Name:</b>	Town-Wide
	<b>Area Type:</b>	Local Target area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Other
	<b>Other Revital Description:</b>	Administrative and Planning, or Public Improvement, or Housing Activity, or Economic Development, or Public Services
	<b>Identify the neighborhood boundaries for this target area.</b>	
	<b>Include specific housing and commercial characteristics of this target area.</b>	
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	
	<b>Identify the needs in this target area.</b>	
	<b>What are the opportunities for improvement in this target area?</b>	

Are there barriers to improvement in this target area?	
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Table 46 - Geographic Priority Areas

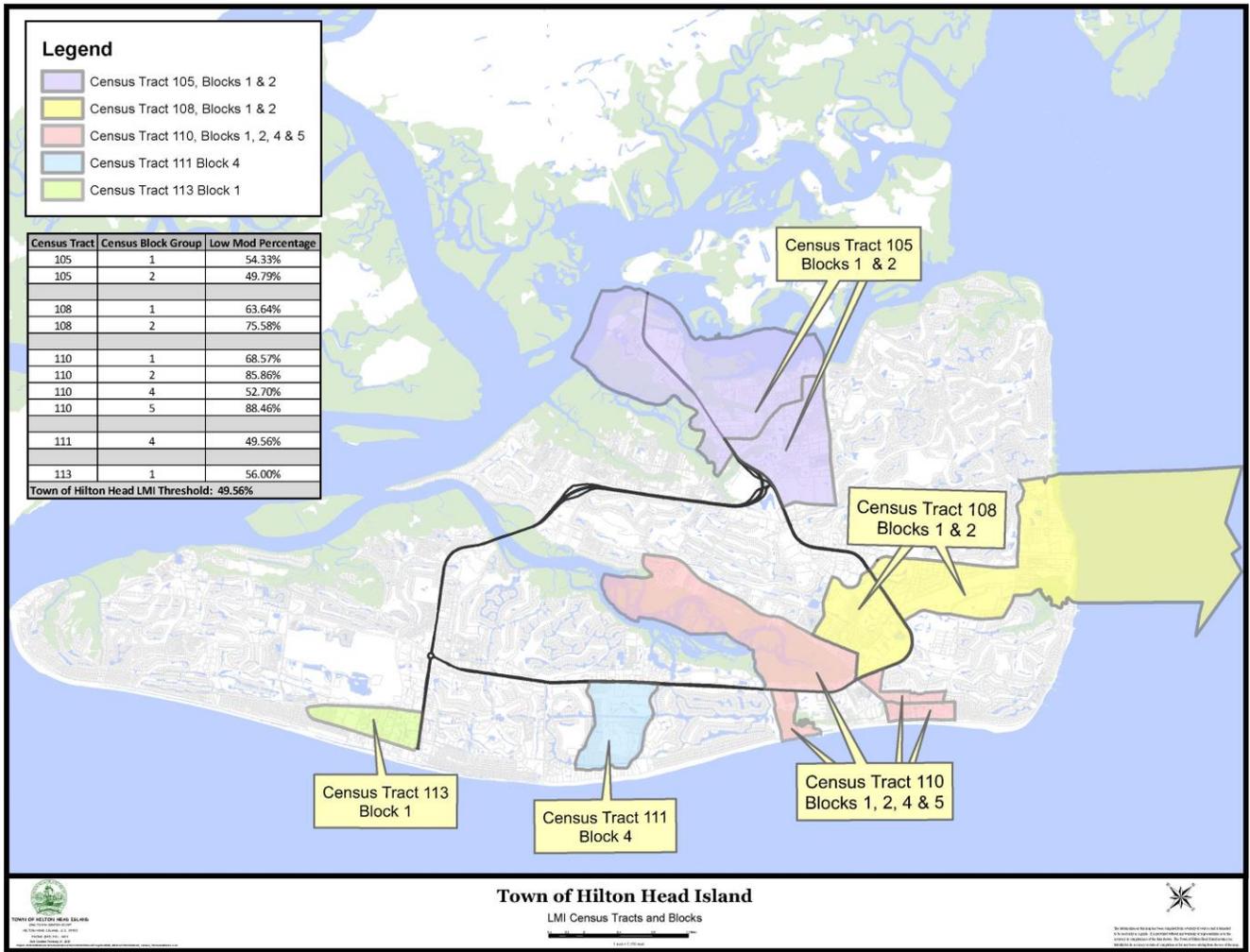
**General Allocation Priorities**

Town of Hilton Head Island activities funded by the CDBG program are designed to benefit LMI persons. Activities qualify for CDBG assistance when the activity meets one of the two national objectives listed below:

1. Benefit to LMI persons national objective which will benefit all the residents of a LMI residential area, or will benefit a LMI clientele, or prevent, or prepare for, or respond to the COVID-19; or
2. Meet a need having a particular urgency (referred to as urgent need) national objective

According CDBG program guidelines, an activity using the LMI area benefit must meet the minimum threshold of 51% LMI residents. However, the Town of Hilton Head Island has been designated an exception grantee, which resulted in a LMI area percentage of 49.56%. This percentage is applied to Census tracts and blocks to determine activity eligibility on an area basis. An activity using the LMI clientele benefit must serve a clientele which is 51% or more LMI.

CDBG funds will be used to address the needs of LMI areas, or organizations which provide services to LMI persons or families which comprise 51% or more of their clientele or for activities which meet the LMI housing national objective. The LMI areas are determined using Census Tracts which have a LMI population of at least 49.56%. CDBG funds will be targeted for use on projects located in Census Tracts 105, 108, 110, 111 and 113 within the Town of Hilton Head Island as illustrated in the attached map. Organizations providing services to LMI persons will provide documentation to Town staff verifying 51% or more of their clientele meet LMI requirements as stipulated by HUD.



Town of Hilton Head Island LMI Census Tract Map

## SP-25 Priority Needs - 91.215(a)(2)

### Priority Needs

1	<b>Priority Need Name</b>	Public Facilities & Improvements
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Non-housing Community Development Large Families Families with Children
	<b>Geographic Areas Affected</b>	Census Tract 105 Census Tract 108 Census Tract 110 Census Tract 111 Census Tract 113
	<b>Associated Goals</b>	Public Facilities & Improvements
	<b>Description</b>	Provide funding for public facilities & improvements in LMI neighborhoods.
	<b>Basis for Relative Priority</b>	Needs Assessment Public Meeting attendee comments.
	2	<b>Priority Need Name</b>
<b>Priority Level</b>		High
<b>Population</b>		Extremely Low Low Moderate Non-housing Community Development Large Families Families with Children
<b>Geographic Areas Affected</b>		Town-wide
<b>Associated Goals</b>		Public Services
<b>Description</b>		Provide funding for public services to LMI persons.
<b>Basis for Relative Priority</b>		Needs Assessment Public Meeting attendee comments, and consultation with the Community Foundation of the Lowcountry regarding COVID-19 prevention, preparation, and response.
3		<b>Priority Need Name</b>
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate
	<b>Geographic Areas Affected</b>	Town-wide

	<b>Associated Goals</b>	Housing Activity
	<b>Description</b>	Provide funding for housing activities to LMI persons.
	<b>Basis for Relative Priority</b>	Needs Assessment Public Meeting attendee comments.
4	<b>Priority Need Name</b>	Economic Development
	<b>Priority Level</b>	High
	<b>Population</b>	Non-housing Community Development
	<b>Geographic Areas Affected</b>	Town-wide
	<b>Associated Goals</b>	Economic Development
	<b>Description</b>	Provide funding for economic development initiatives to LMI persons.
	<b>Basis for Relative Priority</b>	Needs Assessment Public Meeting attendee comments.
5	<b>Priority Need Name</b>	Administrative and Planning
	<b>Priority Level</b>	High
	<b>Population</b>	Non-housing Community Development
	<b>Geographic Areas Affected</b>	Town-Wide
	<b>Associated Goals</b>	Administration and Planning
	<b>Description</b>	Provide overall administration for the CDBG program to include development of the Consolidated Plan, annual reports, and administration of public services funding.
	<b>Basis for Relative Priority</b>	Town of Hilton Head Island staff input.

Table 47 – Priority Needs Summary

**Narrative (Optional)**

Priority needs were identified through the Needs Assessment public meetings held on March 2, 2020 and March 5, 2020. Fifteen citizens attended the meetings and gave comments related to community needs. Public improvement needs in the Town of Hilton Head Island include but are not limited to street improvements which may include sidewalks or pathways, curbs, gutters, signage, tree plantings, lighting, landscaping, paving dirt roads, drainage improvements, sanitary sewer installations or improvements, community center, and expansion of education and/or recreation facilities. Community Development Block Grant funds may be used for such improvements when done in LMI areas of eligible populations, or when benefits are provided to a LMI clientele, or qualify as an activity under the LMI housing national objective.

Housing activity needs in the Town of Hilton Head Island may include but are not limited

to affordable housing initiatives encompassing owner occupied housing rehabilitation activities which meet the LMI housing national objective.

Public services needs in the Town of Hilton Head Island include but are not limited to access to health care, affordable childcare, academic intervention programs, free tax preparation, education for high-risk children, job training and public safety. In addition, public services needs related to the prevention of, or preparation for, or response to COVID-19 include but are not limited to grants which allow for the purchase of equipment, or supplies, or materials necessary to carry-out response and recovery activities due to COVID-19. Community Development Block Grant funds may be used for such services when benefits are provided to a LMI clientele meeting the 51% or greater minimum threshold.

## SP-30 Influence of Market Conditions – 91.215 (b)

### Influence of Market Conditions

<b>Affordable Housing Type</b>	<b>Market Characteristics that will influence the use of funds available for housing type</b>
Tenant Based Rental Assistance (TBRA)	High levels of cost burden among many low income households; waiting lists at existing public housing.
TBRA for Non-Homeless Special Needs	High levels of cost burden among many low income households including non-homeless special needs populations; waiting lists at existing public housing.
New Unit Production	Costs of land, infrastructure and development impact fees; the age of existing housing stock.
Rehabilitation	Age of housing stock.
Acquisition, including preservation	Age of structures, costs of land and infrastructure improvements.

**Table 48 – Influence of Market Conditions**

## **SP-35 Anticipated Resources - 91.215(a)(4), 91.220(c)(1,2)**

### **Introduction**

The following table outlines the anticipated resources from the HUD Community Development Block Grant(CDBG) program the Town of Hilton Head Island anticipates having available during the 2020 – 2024 period covered by this Consolidated Plan.

### **Anticipated Resources**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public-Federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$238,313	0	0	\$238,313	\$953,252	The expected amount available in year one total is the HUD provided 2020 allocation amount of \$238,313. The expected amount available for remainder of Con Plan is the HUD provided 2020 annual allocation amount of \$238, 313 multiplied by 4 which equals \$953, 252. This figure is the expected amount available for the remaining 2-4 years of the Consolidated Plan.

Other CDBG-CV	Public-Federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services Other: Prevention, Preparation & Response to COVID-19	\$634,987	0	0	\$634,987	0	This represents Community Development Block Grant funding allocated via the 2020 CARES Act due to COVID-19. This total includes funding for round 1 and round 3 CDBG-CV allocations, and unexpended CDBG-CV funds reallocation.
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Table 49 - Anticipated Resources

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

It is anticipated the federal funding listed above will be received annually to support activities outlined in the Consolidated Plan. While the Community Development Block Grant program does not require leveraging, other Town of Hilton Head Island resources may be used in combination with these funds to complete projects or services listed in this Consolidated Plan.

Leveraging is a way to increase project efficiencies which often come with combining sources of funding. Funds may be considered leveraged if financial commitments to the cost of a project from a source other than Community Development Block Grant funds are documented. Town staff may identify and explore additional leveraging opportunities such as other federal, state and local resources.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

The Town of Hilton Head Island owns property and/or facilities located within LMI Census Tracts throughout the jurisdiction. Based on community needs identified in this 2020 – 2024 Five Year Consolidated Plan, and in future annual action plans that will be associated with this Consolidated Plan, the Town of Hilton Head Island may use publicly owned land or property to address needs identified through the community needs assessment process.

## SP-40 Institutional Delivery Structure – 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
TOWN OF HILTON HEAD ISLAND	Government	Non-homeless special needs Public facilities	Jurisdiction
Community Foundation of the Lowcountry	Non-profit	Non-homeless special needs Public Services	Jurisdiction

**Table 50 - Institutional Delivery Structure**

### Assess of Strengths and Gaps in the Institutional Delivery System

The Town of Hilton Head Island has participated in the HUD CDBG Entitlement Program since 2015. During the first five years of program participation, the Town met required program deadlines. Notifications of acceptable levels of program accomplishment were received from the HUD Columbia, SC field office during the first five years of program participation. A “No Findings or Concerns” report was issued by the Regional Environmental Officer during a 2019 onsite Environmental Review Procedures monitoring visit. The Town intends to continue to report its progress in meeting the five year and annual goals in the Consolidated Annual Performance Evaluation Report (CAPER). The CAPER will be submitted in compliance with program deadlines.

The Town of Hilton Head Island executed a memorandum of understanding which created a partnership with the Community Foundation of the Lowcountry to receive and distribute both CDBG-CV funds and Fiscal Year 2020 CDBG funds to organizations serving residents of the Town of Hilton Head Island as part of the COVID-19 response and recovery. This memorandum of understanding will be amended to reflect the additional CDBG-CV funds available as outlined in the June 2022 substantial amendment to the Five-Year Consolidated Plan.

The Community Foundation of the Lowcountry is a local 501(c)(3) nonprofit organization which began serving the Hilton Head Island community in 1994. The organization’s purpose is to build and strengthen the community by working closely with local donors to address critical issues facing the community. The Community Foundation of the Lowcountry is currently listed in the Federal Registry and was recognized by HUD in 2017 with the HUD Secretary’s Award for Public- Philanthropic Partnerships for their successful work on Project Safe (Sewer Access For Everyone) program.

**Availability of services targeted to homeless persons and persons with HIV and mainstream services**

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
<b>Homelessness Prevention Services</b>			
Counseling/Advocacy	X		
Legal Assistance	X		
Mortgage Assistance			
Rental Assistance			
Utilities Assistance	X		
<b>Street Outreach Services</b>			
Law Enforcement			
Mobile Clinics			
Other Street Outreach Services			
<b>Supportive Services</b>			
Alcohol & Drug Abuse	X		
Child Care	X	X	
Education	X	X	
Employment and Employment Training	X	X	
Healthcare	X		
HIV/AIDS			
Life Skills			
Mental Health Counseling	X		
Transportation	X		
<b>Other</b>			
Other			

**Table 51 - Homeless Prevention Services Summary**

**Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)**

The Lowcountry Continuum of Care, based in Charleston, South Carolina, is the continuum of care working to address the needs of the homeless in a seven county region of the South Carolina lowcountry. Annual point-in-time counts are conducted in the area; however, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data for the Town.

**Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above**

There are no homeless shelters located within the Town of Hilton Head Island. Family Promise of Beaufort County is a non-profit organization located in Bluffton, South Carolina, adjacent to the Town of Hilton Head Island, which provides assistance to homeless families. During one program cycle four families go through the 60-90 day program. Family Promise partners with host churches throughout Beaufort County, where families sleep for a one week period then move to the next host church. Support churches provide food to the families. Churches provide overnight chaperones. Children attend school during the day and the parent attends educational classes at the Family Promise Center located in Bluffton. The education component of the program consists of a variety of classes, some which include resume writing and budgeting. Upon program completion participants must have a place to live, a job and transportation. The case workers at Family Promise follow-up with program graduates for 12-18 months after completing the program.

**Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs**

## SP-45 Goals Summary – 91.215(a)(4)

## Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	COVID-19 Response and Recovery	2020	2021	Non-Housing Community Development	Town-Wide	Public Services; Administration & Planning	CDBG: \$238,313 CDBG-CV: \$634,987	Public Service Activities other than Low/Moderate Income Housing Benefit: 37,099
2	Facilities, Housing, Public Svcs, Econ Dev. Yr. 2	2021	2022	Non-Housing Community Development or Affordable Housing	Town-wide, Census Tracts 105, 108, 110, 111, or 113	Public Facilities & Improvements, or Housing Activity, or Economic Development, or Public Services, or Administration & Planning	CDBG: \$238,313	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 13,692
3	Facilities, Housing, Public Svcs, Econ Dev. Yr. 3	2022	2023	Non-Housing Community Development or Affordable Housing	Town-wide, Census Tracts 105, 108, 110,111, or 113	Public Facilities & Improvements, or Housing Activity, or Economic Development or Public Services, or Administration & Planning	CDBG: \$204,430	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 13,692
4	Facilities, Housing, Public Svcs, Econ Dev. Yr. 4	2023	2024	Non-Housing Community Development or Affordable Housing	Town-wide, Census Tracts 105, 108, 110, 111, or 113	Public Facilities & Improvements, or Housing Activity, or Economic Development or Public Services, or Administration & Planning	CDBG: \$204,430	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 13,692

5	Facilities, Housing, Public Svcs., Econ Dev. Yr.5	2024	2025	Non-Housing Community Development or Affordable Housing	Town-wide, Census Tracts 105, 108, 110, 111, or 113	Public Facilities & Improvements, or Housing Activity, or Economic Development or Public Services, or Administration & Planning	CDBG: \$204,430	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 13,692
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**Table 52 – Goals Summary**

### Goal Descriptions

1	<b>Goal Name</b>	COVID-19 Response and Recovery
	<b>Goal Description</b>	Provide grant funding for the purchase of equipment, or supplies, or materials necessary to carry-out response and recovery due to COVID-19.
2	<b>Goal Name</b>	Facilities, Housing, Public Svcs., Econ Dev. Yr. 2
	<b>Goal Description</b>	Provide funding for public facilities & improvements, or housing activities or economic development initiative, or public services in LMI neighborhoods or to LMI clientele.
3	<b>Goal Name</b>	Facilities, Housing, Public Svcs., Econ Dev. Yr. 3
	<b>Goal Description</b>	Provide funding for public facilities & improvements, or housing activities or economic development initiative, or public services in LMI neighborhoods or to LMI clientele.
4	<b>Goal Name</b>	Facilities, Housing, Public Svcs., Econ Dev. Yr. 4
	<b>Goal Description</b>	Provide funding for public facilities & improvements, or housing activities or economic development initiative, or public services in LMI neighborhoods or to LMI clientele.
5	<b>Goal Name</b>	Facilities, Housing, Public Svcs., Econ Dev. Yr. 5
	<b>Goal Description</b>	Provide funding for public facilities & improvements, or housing activities or economic development initiative, or public services in LMI neighborhoods or to LMI clientele.

### Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)

At this time the Town of Hilton Head Island does not have the capacity to provide affordable housing units, to extremely low income, low income and moderate income households. However, public facilities and improvements in census tracts with 49.56% or higher LMI households, or at facilities providing services to LMI persons or families which comprise 51% or more of their clientele, or housing activities that meet the LMI

housing national objective, may be accomplished with Community Development Block Grant funds.

## **SP-50 Public Housing Accessibility and Involvement – 91.215(c)**

### **Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)**

The Town of Hilton Head Island does not own or operate any public housing developments or units. The Beaufort Housing Authority is the agency providing public housing to approximately 2,514 residents in Beaufort County, South Carolina and there are 293 public housing units located throughout the county. In the Town of Hilton Head Island, the Beaufort Housing Authority operates 80 public housing units at the Sandalwood Terrace Apartments, however at the time this plan was developed there is one unit out of service, bringing the units in use to 79.

The Beaufort Housing Authority public housing waiting list is open and monitored by bedroom size. Currently there are 482 families on the public housing waiting list. The one bedroom category is currently the longest waiting list with an average waiting period of two years and 10 months.

The Housing Choice Voucher Program, commonly known as Section 8 housing, is subsidized by the Federal government and provides Federal assistance to families and individuals in the private rental market. The Beaufort Housing Authority program is tenant-based therefore eligible families receive assistance based on income for housing units meeting general program requirements. There are currently ten units within the Town of Hilton Head Island participating in the voucher program which are scattered throughout the Town. Tenants identify and choose their own units and the landlord agrees to participate in the housing choice voucher program.

For the first time since 2017 the Beaufort Housing Authority Section 8 waiting list was opened for one week in January 2020. At that time 1101 applications were received from people within all of Beaufort County. The Beaufort Housing Authority is currently not accepting new Section 8 applications.

The Beaufort Housing Authority has implemented a new Veterans Affairs Supportive Housing (VASH) program. This program combines the Housing Choice Voucher Program (Section 8) rental assistance for homeless Veterans with case management and clinical services provided by the Department of Veterans Affairs (VA). This program allows the Beaufort Housing Authority to assist low income housing challenged Veterans without placing them on a waiting list. Once a week a representative from the VA works from the housing authority office to house the Veteran as soon as possible.

The Town of Hilton Head Island is not required to increase the number of accessible units through a Section 504 Voluntary Compliance Agreement.

### **Activities to Increase Resident Involvements**

The Beaufort Housing Authority provides resident councils at every public housing development they operate. There is also a Resident Advisory Board that is comprised of resident leaders from each development and Housing Choice Voucher (Section 8) representatives. The Housing Authority works with resident services at each of the public housing developments and through this collaboration promote programs and activities for residents. Some of the programs offered include: the Family Self-Sufficiency Program which is a five year homeownership education program, Sandalwood Terrace Resident Council, free budgeting classes, and community garden clubs.

### **Is the public housing agency designated as troubled under 24 CFR part 902?**

No

### **Plan to remove the ‘troubled’ designation**

The Beaufort Housing Authority is not designated as troubled.

## **SP-55 Barriers to affordable housing – 91.215(h)**

### **Barriers to Affordable Housing**

A variety of barriers exist which make increasing affordable housing stock in the Town of Hilton Head Island difficult. The following list highlights some affordable housing issues, however, this list should not be considered exhaustive. Many other circumstances may occur which prevent the market from providing affordable housing.

- Land costs are a limiting factor in the construction of affordable housing units.
- Land supply is a finite resource as the Town approaches build-out.
- Construction costs which continue to increase are a factor in development of affordable housing.
- Much of the housing located in the Town of Hilton Head Island and land available for housing is subject to floodplain insurance requirements in addition to other insurance requirements, such as wind and hail.
- Marketability and potential profit is a factor for developers because of the challenges faced with construction in a coastal area.
- The “NIMBY” syndrome, “Not in My Backyard”, is a common sentiment toward affordable housing within the Town of Hilton Head Island.

### **Strategy to Remove or Ameliorate the Barriers to Affordable Housing**

The Town of Hilton Head Island anticipates continued participation in the Lowcountry Affordable Housing Coalition, which is under the auspices of Together for Beaufort County and the Beaufort County Human Services Alliance. This coalition consists of governmental entities, non-profit and private organizations striving to make housing more affordable in the Beaufort County area. The coalition has a focus on assisting residents of Beaufort County and serves as a forum for member organizations to share ideas, coordinate projects and foster interagency cooperation. With support from the Beaufort County Human Services Alliance resources are pooled and community needs are addressed in the areas of economy, education, poverty, and health/environmental issues.

In addition to participation in the Lowcountry Affordable Housing Coalition, monitoring relevant public policies for changes which may constitute barriers to affordable housing may be conducted. In 2017 the Town Council Public Planning Committee began studying various aspects of affordable housing on Hilton Head Island. During 2017 the committee met with local developers, business owners, employers, and service organizations for discussions on providing affordable housing to the local workforce. In 2018 strategies were developed to further address fostering affordable housing within the Town of Hilton Head Island. In 2019 the Town’s housing consultant presented a

workforce housing strategic plan. Town staff prepared an approach to implement the recommendations included in the strategic plan and the Town Council Public Planning Committee made a recommendation to Town Council to adopt the strategic plan. In 2020 the Town Council Public Planning Committee and Town staff have been working to develop amendments to the Town of Hilton Head Island Land Management Ordinance which will provide a framework for affordable workforce housing initiatives.

## **SP-60 Homelessness Strategy – 91.215(d)**

### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The Lowcountry Continuum of Care, based in Charleston, South Carolina, is the continuum of care working to address the needs of homeless in a seven county region of the South Carolina lowcountry. Annual point in time counts are conducted in the Beaufort County area; however, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data for the Town. Anecdotal evidence indicates there is a homeless population within the jurisdiction, however, no definite statistics are available on the total homeless population in the Town of Hilton Head Island.

The most current point in time count data available is from the January 23, 2019 count. The number of homeless counted in Beaufort County was 28 persons. Of the 28 persons interviewed in January 2019, there were 16 living unsheltered and 12 living in shelters. Of the total 28 persons, five were veterans and seven were chronically homeless. It is important to note, since the Town of Hilton Head Island does not have any homeless shelters the figures reflected in the point in time count data pertain to homeless persons counted in Beaufort County, South Carolina, and are not specific to the Town of Hilton Head Island.

Results of the 2018 point in time count indicated 45 persons experiencing homelessness interviewed in Beaufort County. The 2019 point in time count results showed a decrease of 17 persons, for a total of 28 persons experiencing homelessness in Beaufort County. Although state-wide point in time count data shows an increase in number of persons counted in 2019 compared to 2018 the reverse was indicated for Beaufort County. The lower count number for Beaufort County may be due to the area of the Lowcountry Continuum of Care being geographically smaller than the other three South Carolina continuums of care that participate in the annual point in time count process.

### **Addressing the emergency and transitional housing needs of homeless persons**

Currently there are no emergency and transitional housing shelters operating in the Town of Hilton Head Island.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals**

**and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.**

There are no homeless shelters located within the jurisdiction of the Town of Hilton Head Island and no homeless population count data available from the Lowcountry Continuum of Care, the regional continuum of care servicing the Town. There is a non-profit organization, Family Promise of Beaufort, located in neighboring Bluffton, South Carolina, which is a coalition of Beaufort County churches assisting homeless families through a 60-90 day program. The program provides evening accommodations for program participants at host churches and daytime transportation to school for children and educational programs for parents.

**Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs**

The Town of Hilton Head Island anticipates continued participation in the Lowcountry Affordable Housing Coalition. This coalition consists of governmental entities, non-profit and private organizations striving to make housing more affordable in the Beaufort County area. The coalition has a focus on assisting residents of Beaufort County and serves as a forum for member organizations to share ideas, coordinate projects and foster interagency cooperation. With support from the Beaufort County Human Services Alliance resources are pooled and community needs are addressed in the areas of economy, education, poverty, and health/environmental issues.

## **SP-65 Lead based paint Hazards – 91.215(i)**

### **Actions to address LBP hazards and increase access to housing without LBP hazards**

Specific data for lead-based paint hazards in the Town of Hilton Head Island is unavailable. The number of units built before 1980 may be used to represent a baseline for the number of units which may pose a lead-based paint threat. According to 2011 – 2015 American Community Survey and 2011-2015 CHAS data 3,824 housing units in the Town of Hilton Head Island were built prior to 1980. HUD regulations regarding lead-based paint apply to all federally assisted housing and the Town of Hilton Head Island will comply when necessary with federal requirements for lead-based paint testing and abatement in projects financed with HUD-CDBG funds.

### **How are the actions listed above related to the extent of lead poisoning and hazards?**

Low income households earning 0-50% of median family income are usually the least able to afford well maintained housing and therefore, are often at greater risk of lead poisoning. According to American Community Survey data there are 2,574 owner-occupied households and 1,250 renter-occupied households in the Town of Hilton Head Island built before 1980. There are 1300 owner-occupied households with children present and 680 renter-occupied households with children present built before 1980. These households may be at risk of lead hazard problems.

### **How are the actions listed above integrated into housing policies and procedures?**

The Town of Hilton Head Island will call for full compliance and enforcement of federal lead-based paint regulations on Town projects financed with HUD-CDBG funds. Contractors, subrecipients, and other partners will be advised of lead-based paint regulations and Town of Hilton Head Island staff will work to ensure full compliance is attained on projects financed with HUD-CDBG funds.

## **SP-70 Anti-Poverty Strategy – 91.215(j)**

### **Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families**

The Beaufort Housing Authority operates a Family Self Sufficiency Program which promotes independence for its residents. Participants in the program work toward setting and obtaining future life and career goals by accomplishing activities and objectives.

### **How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan**

The Town of Hilton Head Island anticipates continued participation in the Lowcountry Affordable Housing Coalition. This coalition consists of governmental entities, non-profit and private organizations striving to make housing more affordable in the Beaufort County area. The coalition has a focus on assisting residents of Beaufort County and serves as a forum for member organizations to share ideas, coordinate projects and foster interagency cooperation. With support from the Beaufort County Human Services Alliance resources are pooled and community needs are addressed in the areas of economy, education, poverty, and health/environmental issues.

## **SP-80 Monitoring – 91.230**

**Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

The Town of Hilton Head Island Community Development Department staff is responsible for monitoring all CDBG funded activities to ensure compliance with program regulations. Each program and/or project funded with CDBG monies is reviewed to ensure it meets national CDBG objectives and complies with CDBG eligibility. Each CDBG funded activity shall enter into a contractual obligation with the Town to ensure contracted services and scope of work activities are carried out as agreed-to, and to ensure compliance with federal regulations.

The Town of Hilton Head Island utilizes a number of methods for project implementation, including but not limited to contracting with non-profit organizations for program services. The Town implements and monitors its own projects such as infrastructure or public facilities improvements. Each project is analyzed for eligibility, performance, community impact and measurable outcomes benefiting the Town of Hilton Head Island.

The Town of Hilton Head Island monitoring of subrecipients is an ongoing annual process with continuous communication and evaluation. The process includes telephone and written communication, analysis of reports, and when necessary in-person or virtual meetings no less than once per program year. Objectives of program monitoring include management systems and overall capacity of subrecipient to implement an effective program, verification of subrecipient compliance with federal regulations and the elimination of inefficient, ineffective and/or improper use of federal funds.

The following criteria is followed when conducting subrecipient monitoring:

- \* Notification letter and explanation of purpose of monitoring via in-person or virtual meeting
- \* Review materials providing detailed information, program/project descriptions, and status
- \* Review pertinent subrecipient files, including but not limited to applications, agreements, reports, payment requests, and copies of audits
- \* Interview members of subrecipient staff to discuss performance via in-person or virtual meeting
- \* Visit project sites, if applicable
- \* Conduct close-out meeting in-person or virtually to present preliminary conclusions

The focus of program monitoring will be on key indicators such as completion of project designs or plans and specification, contracts and obligations of funds and expenditure of funds. Where activities have experienced delays, assessment of the reason for the delay will be made, the

extent to which the reasons for the delay are beyond the control of the subrecipient or the extent to which the original schedule was unrealistic, if the cause is unique to the program/project, and what corrective action, if any the subrecipient is undertaking.

Accurate records of any monitoring site visit, or desk review, which may include but not be limited to a monitoring checklist, or summary report will be kept on file with the Town of Hilton Head Island.

## Expected Resources

### AP-15 Expected Resources – 91.220(c)(1,2)

#### Introduction

The following table outlines the anticipated resources from the HUD Community Development Block Grant(CDBG) program the Town of Hilton Head Island anticipates having available during the 2020 – 2024 period covered by this Consolidated Plan.

## Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public - Federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$238,313	0	0	\$238,313	\$953,252	The expected amount available in year one total is the HUD provided 2020 allocation amount of \$238,313. The expected amount available for remainder of Con Plan is the HUD provided 2020 annual allocation amount of \$238, 313 multiplied by 4 which equals \$953,252. This figure is the expected amount available for the remaining 2-4 years of the Consolidated Plan.

CDBG-CV	Public - Federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services Other: Prevention, Preparation & Response to COVID-19	\$140,213	0	0	\$634,987	0	This represents Community Development Block Grant funding allocated via the 2020 CARES Act due to COVID-19. This total includes funding for round 1 and round 3 CDBG-CV allocations, and unexpended CDBG-CV funds reallocation.
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**Table 53 - Expected Resources – Priority Table**

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

It is anticipated the federal funding listed above will be received annually to support activities outlined in the Consolidated Plan. While the Community Development Block Grant program does not require leveraging, other Town of Hilton Head Island resources may be used in combination with these funds to complete projects or services listed in this Consolidated Plan.

Leveraging is a way to increase project efficiencies which often come with combining sources of funding. Funds may be considered leveraged if financial commitments to the cost of a project from a source other than Community Development Block Grant funds are documented. Town staff may identify and explore additional leveraging opportunities such as other federal, state and local resources.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

The Town of Hilton Head Island owns property and/or facilities located within LMI

Census Tracts throughout the jurisdiction. Based on community needs identified in this 2020 – 2024 Five Year Consolidated Plan, and in future annual action plans that will be associated with this Consolidated Plan, the Town of Hilton Head Island may use publically owned land or property to address needs identified through the community needs assessment process.

# Annual Goals and Objectives

## AP-20 Annual Goals and Objectives

### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	COVID-19 Response and Recovery	2020	2021	Non-Housing Community Development	Town-wide	Public Services; Administration & Planning	CDBG: \$238,313 CDBG-CV: \$634,987	Public Service Activities other than Low/Moderate Income Housing Benefit: 37,099

**Table 54 – Goals Summary**

### Goal Descriptions

<b>1</b>	<b>Goal Name</b>	COVID-19 Response and Recovery
	<b>Goal Description</b>	Provide grant funding for the purchase of equipment, or supplies, or materials necessary to carry-out response and recovery due to COVID-19.

# Projects

## AP-35 Projects – 91.220(d)

### Introduction

Town of Hilton Head Island activities funded by the 2020 CDBG program are designed to benefit LMI persons. Activities qualify for CDBG assistance when the activity meets one of the two national objectives listed below:

1. Benefit to LMI persons national objective which will benefit residents of a LMI residential area, or will benefit a LMI clientele, or prevent, or prepare for, or respond to the COVID-19; or
2. Meet a need having a particular urgency (referred to as urgent need) national objective

### Projects

#	Project Name
1	COVID-19 Response and Recovery
2	Program Administration

Table 55 – Project Information

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The primary objective of CDBG and CDBG-CV funds received by the Town of Hilton Head Island is to preserve and revitalize primarily LMI neighborhoods, support LMI activities which enhance quality of life for Hilton Head Island residents, address priority community public services, community development, redevelopment needs, and prevent, or prepare for, or respond to COVID-19 within applicable local, state, and federal statutes and regulations.

For fiscal year 2020, all CDBG funds and CDBG-CV funds were allocated for public services related to COVID-19. These funds will provide grants via the Community Foundation of the Lowcountry for the purchase of equipment, or supplies, or materials necessary to carry-out response and recovery activities due to COVID-19. These items include, but are not limited to food supplies, food delivery supplies, hygiene supplies, personal protective equipment, medical supplies, housing related expenses, utility assistance, mortgage or rental assistance to nonprofit organizations assisting LMI clientele in response to COVID-19. Any nonprofit organization performing an activity using Town of Hilton Head Island 2020 CDBG funds or CDBG-CV funds must serve a clientele which is 51% or more LMI.

The CDBG public services grant application in-take period or periods will be announced via the Community Foundation of the Lowcountry website and shared via the Town of

Hilton Head Island media release, e-Blast, and social media outlets. Eligible applicants must be a 501(c)(3) nonprofit organization providing services to a LMI clientele of 51% or greater within the Town of Hilton Head jurisdiction; and present an immediate need in support of providing equipment, or supplies, or materials, as referenced above, necessary to carry-out response and recovery activities due to COVID-19. Eligible organizations will be required to complete an application form to include a project budget, provide an annual organization budget, current financial statement, most recent audit or attestation statement, and most recent IRS Form 990.

The Community Foundation of the Lowcountry Advisory Committee appointed by the Community Foundation of the Lowcountry Board of Directors will review grant applications and make funding recommendations regarding distribution of funds. The selection criteria for applicant organizations include but is not limited to:

- Tax-exempt status under IRS code section 501(c)(3);
- Serves a LMI clientele of 51% or greater within the Town of Hilton Head Island;
- The project/program does not support religious or political activity or award an individual, or funds a pre-existing staff position, or fundraising campaign;
- A representative from the applicant organization has attended a grants information session and reviewed project/program with Community Foundation of the Lowcountry staff;
- Community impact of project/program;
- Organizational capacity of the applicant;
- Project sustainability

The per grant award amount will not exceed \$25,000 unless specific program funding request level requires a second review. Upon completion of the selection process the Community Foundation of the Lowcountry will provide the Town of Hilton Head Island a list of selected applications for review and approval before the disbursement of funds is authorized.

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	COVID-19 Response and Recovery
	<b>Target Area</b>	Town-Wide
	<b>Goals Supported</b>	COVID-19 Response and Recovery
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$221,349 Other – CDBG-CV: \$606,325
	<b>Description</b>	Provide grant funding for the purchase of equipment, or supplies, or materials necessary to carry-out response and recovery due to COVID-19. These items include, but are not limited to food supplies, food delivery supplies, hygiene supplies, personal protective equipment, medical supplies, housing related expenses, utility assistance, mortgage, or rental assistance.
	<b>Target Date</b>	June 2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is anticipated this activity will benefit public services for the entire population of the Town of Hilton Head Island, including low and moderate income persons.
	<b>Location Description</b>	The activity will benefit public services for the entire Town of Hilton Head Island.
<b>Planned Activities</b>	Fund public services related to COVID-19 through grants administered via the Community Foundation of the Lowcountry for the purchase of equipment, supplies, or materials necessary to carry-out response and recovery activities due to COVID-19. These items include, but are not limited to food supplies, food delivery supplies, hygiene supplies, personal protective equipment, medical supplies, housing related expenses, utility assistance, mortgage or rental assistance.	
2	<b>Project Name</b>	Program Administration
	<b>Target Area</b>	Town-Wide
	<b>Goals Supported</b>	COVID-19 Response and Recovery
	<b>Needs Addressed</b>	Public Services Administrative and Planning
	<b>Funding</b>	CDBG: \$16,964 Other – CDBG-CV: \$28,662
	<b>Description</b>	Town of Hilton Head Island staff drafting five year (2020-2024) consolidated plan and program administration costs for COVID-19 response and recovery activities.
	<b>Target Date</b>	June 2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is anticipated the this activity will benefit public services for the entire population of the Town of Hilton Head Island, including low and moderate income person.

	<b>Location Description</b>	The activity will benefit public services for the entire Town of Hilton Head Island.
	<b>Planned Activities</b>	Town of Hilton Head Island staff drafting five year (2020-2024) consolidated plan and program administration costs for COVID-19 response and recovery activities.

## AP-50 Geographic Distribution – 91.220(f)

### Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Fiscal Year 2020 CDBG and CDBG-CV funds will be used to address the needs of organizations which provide public services to LMI persons or families which comprise 51% or more of their clientele. Fiscal Year 2020 CDBG and CDBG-CV funds will be targeted for public services throughout the entire Town of Hilton Head Island. Organizations providing services to LMI persons will provide documentation to Town staff verifying 51% or more of their clientele meet LMI requirements as stipulated by HUD.

### Geographic Distribution

Target Area	Percentage of Funds
Census Tract 105	0
Census Tract 108	0
Census Tract 110	0
Census Tract 111	0
Census Tract 113	0
Town-Wide	100

Table 56 - Geographic Distribution

### Rationale for the priorities for allocating investments geographically

Community Development Block Grant funds will be used to address the needs of LMI persons in response to COVID-19. All Fiscal Year 2020 CDBG and CDBG-CV funds will be used for public services throughout the entire Town of Hilton Head Island, and not in one specific area.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

The Housing Choice Voucher Program, commonly known as Section 8 housing, is subsidized by the Federal government and provides Federal assistance to families and individuals in the private rental market. The Beaufort Housing Authority program is tenant-based therefore eligible families receive assistance based on income for housing units meeting general program requirements. There are currently ten units within the Town of Hilton Head Island participating in the voucher program which are scattered throughout the Town. Tenants identify and choose their own units and the landlord agrees to participate in the housing choice voucher program.

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	0
Non-Homeless	10
Special-Needs	0
Total	10

**Table 57 - One Year Goals for Affordable Housing by Support Requirement**

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	10
The Production of New Units	0
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	10

**Table 58 - One Year Goals for Affordable Housing by Support Type**

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

#### **Actions planned during the next year to address the needs to public housing**

The Town of Hilton Head Island does not own or operate any public housing developments or units. The Beaufort Housing Authority is the agency providing public housing to approximately 2,514 residents in Beaufort County, South Carolina and there are 293 public housing units located throughout the county. In the Town of Hilton Head Island the Beaufort Housing Authority operates 80 public housing units at the Sandalwood Terrace Apartments, however at the time this plan was developed there is one unit out of service, bringing the units in use to 79.

#### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

The Beaufort Housing Authority provides resident councils at every public housing development they operate. There is also a Resident Advisory Board that is comprised of resident leaders from each development and Housing Choice Voucher (Section 8) representatives. The Housing Authority works with resident services at each of the public housing developments and through this collaboration promote programs and activities for residents. Some of the programs offered include: the Family Self-Sufficiency Program which is a five year homeownership education program, Sandalwood Terrace Resident Council, free budgeting classes, and community garden clubs.

#### **If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

Not applicable.

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

The Lowcountry Continuum of Care, based in Charleston, South Carolina, is the continuum of care working to address the needs of homeless in a seven county region of the South Carolina lowcountry. Annual point in time counts are conducted in the Beaufort County area; however, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data for the Town. Anecdotal evidence indicates there is a homeless population within the jurisdiction, however, no definite statistics are available on the total homeless population in the Town of Hilton Head Island.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

#### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The most current point in time count data available is from the January 23, 2019 count. The number of homeless counted in Beaufort County was 28 persons. Of the 28 persons interviewed in January 2019, there were 16 living unsheltered and 12 living in shelters. Of the total 28 persons, five were veterans and seven were chronically homeless. It is important to note, since the Town of Hilton Head Island does not have any homeless shelters the figures reflected in the point in time count data pertain to homeless persons counted in Beaufort County, South Carolina, and are not specific to the Town of Hilton Head Island.

Results of the 2018 point in time count indicated 45 persons experiencing homelessness interviewed in Beaufort County. The 2019 point in time count results showed a decrease of 17 persons, for a total of 28 persons experiencing homelessness in Beaufort County. Although state-wide point in time count data shows an increase in number of persons counted in 2019 compared to 2018 the reverse was indicated for Beaufort County. The lower count number for Beaufort County may be due to the area of the Lowcountry Continuum of Care being geographically smaller than the other three South Carolina continuums of care that participate in the annual point in time count process.

#### **Addressing the emergency shelter and transitional housing needs of homeless persons**

Currently there are no emergency and transitional housing shelters operating in the Town of Hilton Head Island. At this time there is no future plan to own or operate emergency shelters or transitional housing in the Town of Hilton Head Island.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

There are no homeless shelters located within the jurisdiction of the Town of Hilton Head Island and no homeless population count data available from the Lowcountry Continuum of Care, the regional continuum of care servicing the Town. There is a non-profit organization, Family Promise of Beaufort, located in neighboring Bluffton, South Carolina, which is a coalition of Beaufort County churches assisting homeless families through a 60-90 day program. The program provides evening accommodations for program participants at host churches and daytime transportation to school for children and educational programs for parents.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

The Town of Hilton Head Island anticipates continued participation in the Lowcountry Affordable Housing Coalition, which is under the auspices of Together for Beaufort County and the Beaufort County Human Services Alliance. This coalition consists of governmental entities, non-profit and private organizations striving to make housing more affordable in the Beaufort County area. The coalition has a focus on assisting residents of Beaufort County and serves as a forum for member organizations to share ideas, coordinate projects and foster interagency cooperation. With support from the Beaufort County Human Services Alliance resources are pooled and community needs are addressed in the areas of economy, education, poverty, and health/environmental issues.

## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction:**

A variety of barriers exist which make increasing affordable housing stock in the Town of Hilton Head Island difficult. The following list highlights some affordable housing issues, however, this list should not be considered exhaustive. Many other circumstances may occur which prevent the market from providing affordable housing.

- Land costs are a limiting factor in the construction of affordable housing units.
- Land supply is a finite resource as the Town approaches build-out.
- Construction costs which continue to increase are a factor in development of affordable housing.
- Much of the housing located in the Town of Hilton Head Island and land available for housing is subject to floodplain insurance requirements in addition to other insurance requirements, such as wind and hail.
- Marketability and potential profit is a factor for developers because of the challenges faced with construction in a coastal area.
- The “NIMBY” syndrome, “Not in My Backyard”, is a common sentiment toward affordable housing within the Town of Hilton Head Island.

### **Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

The Town of Hilton Head Island anticipates continued participation in the Lowcountry Affordable Housing Coalition, which is under the auspices of Together for Beaufort County and the Beaufort County Human Services Alliance. This coalition consists of governmental entities, non-profit and private organizations striving to make housing more affordable in the Beaufort County area. The coalition has a focus on assisting residents of Beaufort County and serves as a forum for member organizations to share ideas, coordinate projects and foster interagency cooperation. With support from the Beaufort County Human Services Alliance resources are pooled and community needs are addressed in the areas of economy, education, poverty, and health/environmental issues.

In addition to participation in the Lowcountry Affordable Housing Coalition, monitoring relevant public policies for changes which may constitute barriers to affordable housing may be conducted. In 2017 the Town Council Public Planning Committee began studying various aspects of affordable housing on Hilton Head Island. During 2017 the committee met with local developers, business owners, employers, and service organizations for discussions on providing affordable housing to the local workforce. In

2018 strategies were developed to further address fostering affordable housing within the Town of Hilton Head Island. In 2019 the Town’s housing consultant presented a workforce housing strategic plan. Town staff prepared an approach to implement the recommendations included in the strategic plan and the Town Council Public Planning Committee made a recommendation to Town Council to adopt the strategic plan.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

The Town of Hilton Head Island anticipates taking the following actions throughout the 2020 -2024 consolidated planning cycle to address the challenges listed below.

### **Actions planned to address obstacles to meeting underserved needs**

As part of the consolidated planning cycle for 2020 – 2021, the Town of Hilton Head Island will determine where underserved populations are located through analysis Census data and community input. To reduce the number of obstacles in meeting the needs of the underserved populations Town staff may assist with facilitating collaborations with area service organizations which spearhead community-wide solutions to local needs.

### **Actions planned to foster and maintain affordable housing**

The Town of Hilton Head Island anticipates continued participation in the Lowcountry Affordable Housing Coalition, which is under the auspices of Together for Beaufort County and the Beaufort County Human Services Alliance. This coalition consists of governmental entities, non-profit and private organizations striving to make housing more affordable in the Beaufort County area. The coalition has a focus on assisting residents of Beaufort County and serves as a forum for member organizations to share ideas, coordinate projects and foster interagency cooperation. With support from the Beaufort County Human Services Alliance resources are pooled and community needs are addressed in the areas of economy, education, poverty, and health/environmental issues.

In addition to participation in the Lowcountry Affordable Housing Coalition, monitoring relevant public policies for changes which may constitute barriers to affordable housing may be conducted. In 2017 the Town Council Public Planning Committee began studying various aspects of affordable housing on Hilton Head Island. During 2017 the committee met with local developers, business owners, employers, and service organizations for discussions on providing affordable housing to the local workforce. In 2018 strategies were developed to further address fostering affordable housing within the Town of Hilton Head Island. In 2019 the Town’s housing consultant presented a workforce housing strategic plan. Town staff prepared an approach to implement the recommendations included in the strategic plan and the Town Council Public Planning Committee made a recommendation to Town Council to adopt the strategic plan. In 2020 the Town Council Public Planning Committee and Town staff have been working to develop amendments to the Town of Hilton Head Island Land Management Ordinance

which will provide a framework for affordable workforce housing initiatives.

### **Actions planned to reduce lead-based paint hazards**

Specific data for lead-based paint hazards in the Town of Hilton Head Island is unavailable. The number of units built before 1980 may be used to represent a baseline for the number of units which may pose a lead-based paint threat. At this time action to address lead-based paint hazards have not been identified.

### **Actions planned to reduce the number of poverty-level families**

The Beaufort Housing Authority operates a Family Self Sufficiency Program which promotes independence for its residents. Participants in the program work toward setting and obtaining future life and career goals by accomplishing activities and objectives.

The Town of Hilton Head Island anticipates continued participation in the Lowcountry Affordable Housing Coalition. This coalition consists of governmental entities, non-profit and private organizations striving to make housing more affordable in the Beaufort County area. The coalition has a focus on assisting residents of Beaufort County and serves as a forum for member organizations to share ideas, coordinate projects and foster interagency cooperation. With support from the Beaufort County Human Services Alliance resources are pooled and community needs are addressed in the areas of economy, education, poverty, and health/environmental issues.

### **Actions planned to develop institutional structure**

The Town of Hilton Head Island has participated in the HUD CDBG Entitlement Program since 2015. During the first five years of program participation, the Town met required program deadlines. Notifications of acceptable levels of program accomplishment were received from the HUD Columbia, SC field office during the first five years of program participation. A “No Findings or Concerns” report was issued by the Regional Environmental Officer during a 2019 onsite Environmental Review Procedures monitoring visit. The Town intends to continue to report its progress in meeting the five year and annual goals in the Consolidated Annual Performance Evaluation Report (CAPER). The CAPER will be submitted in compliance with program deadlines.

Strategies for overcoming gaps and capacity issues in the service delivery system may require more findings or changes in public policy. The Town of Hilton Head Island will continue to coordinate efforts and partnerships with state and local government entities

such as Beaufort County, the Lowcountry Council of Governments and various State of South Carolina offices to ensure complete implementation of the Consolidated Plan.

**Actions planned to enhance coordination between public and private housing and social service agencies**

The Town of Hilton Head Island anticipates continued participation in the Lowcountry Affordable Housing Coalition. This coalition consists of governmental entities, non-profit and private organizations striving to make housing more affordable in the Beaufort County area. The coalition has a focus on assisting residents of Beaufort County and serves as a forum for member organizations to share ideas, coordinate projects and foster interagency cooperation. With support from the Beaufort County Human Services Alliance resources are pooled and community needs are addressed in the areas of economy, education, poverty, and health/environmental issues.

# Program Specific Requirements

## AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

### Introduction:

#### Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	0
5. The amount of income from float-funded activities	0
Total Program Income	

#### Other CDBG Requirements

1. The amount of urgent need activities	0
---	---

## Appendix - Alternate/Local Data Sources

<b>1</b>	<b>Data Source Name</b> Hilton Head Public Housing Data
	<b>List the name of the organization or individual who originated the data set.</b> Town of Hilton Head Island
	<b>Provide a brief summary of the data set.</b> The Beaufort Housing Authority services all of Beaufort County, South Carolina including the Town of Hilton Head Island. Because default figures represented all of Beaufort County after consultation with the Beaufort Housing Authority executive director, the tables in section NA-35 Public Housing were revised to reflect figures representing only the Town of Hilton Head Island.
	<b>What was the purpose for developing this data set?</b> The Beaufort Housing Authority services all of Beaufort County, South Carolina including the Town of Hilton Head Island. Because default figures represented all of Beaufort County after consultation with the Beaufort Housing Authority executive director, the tables in section NA-35 Public Housing were revised to reflect figures representing only the Town of Hilton Head Island.
	<b>How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population?</b> The figures in attached tables reflect figures only pertaining to the Town of Hilton Head Island and not all of Beaufort County.
	<b>What time period (provide the year, and optionally month, or month and day) is covered by this data set?</b> The figures provided in the attached tables are from 2020.
	<b>What is the status of the data set (complete, in progress, or planned)?</b> The data set is complete
	<b>2</b>
<b>List the name of the organization or individual who originated the data set.</b> U.S. Department of Housing and Urban Development	
<b>Provide a brief summary of the data set.</b> HUD Fair Market Rents and HOME Rents data.	
<b>What was the purpose for developing this data set?</b> Illustration of monthly fair market rental costs.	

	<p><b>Provide the year (and optionally month, or month and day) for when the data was collected.</b></p> <p>April, 2016</p>
	<p><b>Briefly describe the methodology for the data collection.</b></p> <p>HUD calculation released for the 2016 HOME program.</p>
	<p><b>Describe the total population from which the sample was taken.</b></p> <p>Beaufort, County, South Carolina.</p>
	<p><b>Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed.</b></p> <p>Calculation provided by HUD based on population of Beaufort, County, South Carolina.</p>

# Attachments



# CITIZEN PARTICIPATION PLAN 2020

Town of Hilton Head Island  
1 Town Center Court  
Hilton Head Island, S.C. 29928  
[www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov)  
(843) 341-4600

## **STATEMENT OF PURPOSE:**

Pursuant to Section 91.105 (Citizen participation plan; local governments) of Title 24 of the Housing and Community Development Act of 1974, a jurisdiction participating in the Community Development Block Grant (CDBG) Entitlement Program is required to adopt a citizen participation plan that sets forth policies and procedures for citizen contribution in the development of any consolidated plan, subsequent amendment to the consolidated plan, and the performance report.

The CDBG Entitlement Program is a federally funded program provided by the U.S. Department of Housing and Urban Development (HUD) to the Town of Hilton Head Island to primarily benefit low and moderate income (LMI) citizens within the Town. The citizen participation plan must encourage participation by LMI residents particularly those living in slum and blighted areas, persons with disabilities, non-English speaking persons, and advocates for senior, disabled, illiterate, homeless and other low income populations in areas where CDBG funds are proposed to be used. This participation is used in the Town's development of its five year Consolidated Plan and Annual Action Plan for use of CDBG funds.

The CDBG program provides funding to carry out a wide-range of eligible community development activities directed toward public improvements and facilities, housing activities, economic development and public services for LMI persons. All grant-funded activities must meet one of three broad National Objectives:

- 1) Benefit low and moderate income persons;
- 2) Aid in the prevention or elimination of slums or blight; or
- 3) Meet a need having a particular urgency.

Since it is the primary intent of this program to benefit persons of low and moderate income this plan has been designed to encourage and promote community involvement, particularly by persons of low and moderate income. The following provisions shall be adopted and implemented to encourage citizen participation.

## **ELEMENTS OF PLAN**

The Citizen Participation Plan (CP) shall be a written document developed by the Town of Hilton Head Island to promote and encourage citizen input in the CDBG Entitlement Program. The CP shall be reviewed annually in conjunction with the community's need assessment meeting which is an annual requirement for CDBG Entitlement Program eligibility. The review shall be conducted during a public meeting, held in accordance with the public meeting provisions of this plan and CDBG Entitlement Program requirements. The CP shall be available at the Town of Hilton Head Island Town Hall during normal business hours and written comments will be given consideration at the time of the annual CP review. Additionally, public testimony and comment shall be accepted during the public meeting.

### ***Public Meetings***

At least two public meetings will be held during the CDBG Entitlement Program Consolidated Plan and Annual Action Plan development period and annually after that. One meeting will be held to identify the Town's community development and housing needs. During one or both public meetings the range of eligible project types funded through the CDBG Entitlement Program and the amount of funding available will be addressed. A public meeting for review and comment on the final draft of the CDBG Entitlement Program Consolidated and Annual Action Plans will be held with a minimum thirty day public comment period. The Town shall consider all comments received and attach a comment summary to the final draft of the CDBG Entitlement Program Consolidated and Annual Action Plans.

In the case of substantial amendments to the Consolidated or Annual Action Plans, where activities are to be added, deleted, or substantially changed in terms of purpose, scope, location or beneficiaries, the Town will provide citizens with an opportunity for comment on such changes through a public meeting. A minimum of thirty days will be made available to receive public comments regarding any substantial amendments to the Plans, and a comment summary will be included with amended Plans.

All public meetings concerning the Town's CDBG Entitlement Program shall be held at times and locations convenient to the Town's citizens, particularly those who are potential or actual beneficiaries. No public meeting shall be held before 5:00 p.m. on weekdays or 2 p.m. on Sundays, or be scheduled to begin after 8:30 p.m. The only exception to these time constraints shall be for regularly scheduled Town Council meetings. These meetings are generally held on the first and third Tuesday of every month; starting at 4:00 p.m. The location of public meetings shall be held in handicap accessible locations or assistance shall be provided to accommodate the special needs of the handicapped. In the event a public meeting will be held in a non-handicapped accessible location, special assistance shall be provided and notice of the availability of assistance shall be included in the public notice.

Where an estimated 10% or more of public meeting participants are expected to be non-English speaking residents, the Town will take reasonable measures to accommodate their needs. Official U.S. Census Bureau data for the proposed project area and for the Town as a whole will be analyzed to determine if this provision applies in a particular instance. In the event that such a determination is made, provisions shall be made to translate public documents and comments at all relevant public meetings into the native language of the majority of non-English speaking residents affected. Appropriate action will also be taken to accommodate the needs of persons with mobility, visual, or hearing impairments who wish to participate in the public comment process.

Consultations with non-profit organizations, public agencies, and other community organizations serving intended CDBG Entitlement Program beneficiaries shall be conducted during development of the Consolidated and Annual Action Plans. One or more meetings shall be conducted with such organizations to determine housing and community development needs, gaps in service, missing services, or services provided by organizations where Town participation will benefit low and moderate income citizens.

### ***Public Notice***

The Town of Hilton Head Island shall notify its citizens of public meetings with regard to the CDBG Entitlement Program through a minimum of two of the following methods:

1. Publishing notice in the Island Packet, a general circulation newspaper, at least seven days prior to all CDBG Entitlement Program public meetings. Such notices may be prominently advertised in an appropriate, legal, non-legal or non-classified, section of the newspaper.
2. Public notices identical in content may be posted at least seven days prior to all CDBG Entitlement Program public meetings at Town Hall, in several conspicuous locations open to the public.
3. Public notices identical in content may be posted at least seven days prior to all CDBG Entitlement Program public meetings on the Town of Hilton Head Island website.
4. Public notices identical in content may be electronically sent at least seven days prior to all CDBG Entitlement Program public meetings to Town of Hilton Head Island E-Subscription Service subscribers

5. Notice of any public meetings may also be mailed at least seven days prior to all CDBG Entitlement Program public meetings to local community leaders and organizations, such as churches, and Property Owner's Associations.

The Town will maintain documentation of how public notices have been published and distributed.

### ***Emergency Declarations***

In response to the 2020 CARES Act related to the federal emergency declaration for COVID-19, which affects the public meetings and public notice sections of this CP, the following provisions will allow flexibility related to the Town of Hilton Head Island's participation in the HUD Community Development Block Grant Entitlement Program for CDBG-CV funds and CDBG FY19 and FY20 grant funding.

The Town of Hilton Head Island may expedite procedures to draft, propose, or amend the CP, Consolidated and Annual Action Plans. Expedited procedures include publishing or posting public meeting or public comment period notices in the Island Packet newspaper, or on the Town of Hilton Head Island website, or at Town Hall conspicuous location, or sending electronically via the Town of Hilton Head Island E-Subscription Service subscribers list at least two (2) days prior to all CDBG Entitlement Program public meetings or comment periods related to CDBG-CV, CDBG FY19 or CDBG FY20 funding.

In-person public meetings are not required, during emergency declarations. Program public meeting requirements may be met with virtual public engagement if: (1) national/local health authorities recommend social distancing and limiting public gatherings for public health reasons; and (2) virtual engagement provides reasonable notification and access for citizens in accordance with the Town's certifications, timely response to citizen questions and issues, and public access to all questions and responses.

The public comment period for review and comment on the final draft of the CDBG Entitlement Program CP, and 2020 Consolidated and Annual Action Plans will be allowed for no less than five (5) days.

### ***Technical Assistance***

The Town of Hilton Head Island shall provide technical assistance to individuals or groups representative of low and moderate income persons interested in submitting written proposals for consideration during the annual project review cycle. Assistance shall be provided in the form of education of groups or individuals as to the CDBG Entitlement Program, eligibility guidelines, and the range of activities that may be undertaken with such funds particularly in relation to identified community needs. The Town of Hilton Head Island will consider for funding any proposals developed by representatives of low and moderate income persons who follow all of the requirements for public participation. It shall be the sole prerogative of the Mayor and Town Council to determine which, if any, CDBG Entitlement Program proposals are funded.

### ***Minimizing Displacement***

In the expenditure of CDBG Entitlement Program funds, the Town of Hilton Head Island shall take measures to minimize displacement of low and moderate income families that may result from its activities. When this is unavoidable on a temporary or permanent basis, federal law (the "Uniform Act") shall be followed. This may include payments to the displaced families to assist with relocation expenses.

### ***Performance Reports***

The Town is required to submit to HUD an annual performance report within ninety days of the completion of a program year. The Consolidated Annual Performance and Evaluation Report (CAPER) is due annually

on September 30<sup>th</sup>. A minimum comment period of fifteen days will be provided to citizens prior to submission of the annual CAPER. The Town shall consider all comments received and attach a comment summary to the CAPER submittal.

### ***Plan and Program Access***

The citizens of the Town of Hilton Head Island shall be afforded reasonable access to this Citizen's Participation Plan and records that concern projects undertaken with CDBG Entitlement Program funds. Appointments to review these documents may be set up through the Town of Hilton Head Island Community Development Office during normal working hours, Monday – Friday from 8:00am through 4:30pm. Every effort shall be made to conveniently accommodate all citizens' requests for public information; however, the Town reserves the right to schedule appointments based upon workload of the Town staff.

Complaints or grievances concerning the Citizen Participation Plan, the CDBG Entitlement Program Consolidated Plan or the CDBG Annual Action Plan shall be submitted to the Town Manager at the following address:

Town of Hilton Head Island  
Office of the Town Manager  
1 Town Center Court  
Hilton Head Island, SC 29928

The Town shall prepare a written answer to all written complaints or grievances within 15 days where practical.

**COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)  
NOTICE OF PUBLIC MEETING  
- COMMUNITY NEEDS ASSESSMENT-**

Notice is hereby given that on **Monday, March 2, 2020 and Thursday, March 5, 2020 at 6:00 p.m.**, at the Hilton Head PSD Community Room, at 21 Oak Park Drive, Hilton Head Island, SC, the Town of Hilton Head Island will hold public meetings to solicit public input on community needs and priorities related to the Community Development Block Grant (CDBG) program as required by the U.S. Department of Housing and Urban Development (HUD). As required by HUD, the Town of Hilton Head Island is in the development stages of a five-year Consolidated Plan for the period of 2020-2024. The Plan outlines goals and priorities the Town of Hilton Head Island will follow over the next five years for the use of CDBG funds. This process includes a Housing and Community Development Needs Assessment. At these public meetings the Town of Hilton Head Island will provide the activities that might be undertaken to meet identified needs, including the estimated amounts proposed to be used for activities that will benefit persons of low and moderate income.

The public meetings and the matters to be discussed are subject to the provisions of the Town of Hilton Head Island's Citizen Participation Plan, developed in anticipation of participation in the HUD CDBG Program, providing for the participation of the citizens of the town in the planning and implementation of community projects involving CDBG funds. The Citizen Participation Plan is available for review at Hilton Head Island Town Hall, 1 Town Center Court, Hilton Head Island, SC 29928, 8:00am – 4:30pm, Monday – Friday. Persons with questions or comments concerning the public meetings or Citizen Participation Plan may contact Marcy Benson, Senior Grants Administrator at 1 Town Center Court, Hilton Head Island, SC 29928. Or by phone at (843) 341-4689 or by e-mail at [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov)

The Town of Hilton Head Island does not discriminate on the basis of age, color, religion, sex, national origin, familial status or disability in the admission or access to, or treatment or employment in its federally assisted programs or activities. Marcy Benson, Senior Grants Administrator, has been designated to coordinate compliance with the nondiscrimination requirements contained in the U.S. Department of Housing and Urban Development's regulations. She may be reached at the address, phone number or email address listed in the above paragraph.

# TOWN OF HILTON HEAD ISLAND

One Town Center Court, Hilton Head Island, S.C. 29928

(843) 341-4600 Fax (843) 842-7728

www.hiltonheadislandsc.gov

John J. McCann  
Mayor

February 21, 2020

William D. Harkins  
Mayor ProTem

«Title» «FirstName» «LastName»«JobTitle»

«Company»

«Address1»

«Address2»

«City», «State» «PostalCode»

Council Members

David Ames  
Tamara Becker  
Marc A. Grant  
Thomas W. Lennox  
Glenn Stanford

Re: Notice of CDBG Program Community Needs Assessment Public Meeting  
Hilton Head PSD Community Room - 21 Oak Park Drive, Hilton Head Island, SC  
**Monday, March 2, 2020 – 6:00pm and Thursday, March 5, 2020 – 6pm**

Stephen G. Riley  
Town Manager

Dear «Title» «LastName»:

I am writing to notify you the Town of Hilton Head Island will be conducting the above referenced public meetings to gather community input. Your insight and suggestions would be of considerable value to the Town of Hilton Head Island in developing its five-year Consolidated Plan for the period of 2020 – 2024. This Plan is a requirement for participation in the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Entitlement Program.

The meetings will be held on **Monday, March 2, 2020 at 6:00 p.m. and Thursday, March 5, 2020 at 6:00pm** at the Hilton Head PSD Community Room, at 21 Oak Park Drive, Hilton Head Island, SC. These meetings are to solicit public input on community needs and priorities related to the CDBG program. Input gathered at these meetings will be used to develop the housing and community needs assessment component of the Consolidated Plan. During the meeting information will be provided on the types of activities that might be undertaken to meet identified needs, and the estimated amount of CDBG funds available to be used for activities that will benefit persons of low and moderate income. A 30 day public comment period and another public meeting prior to the Consolidated Plan submittal deadline will be held to review the Plan and solicit public comments.

I hope you, and any of your friends or colleagues, will be able to attend. You and your organization's assistance and input would be greatly appreciated. If you have any further questions please feel free to call me at 341-4689 or by e-mail at [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov). I appreciate your time and attention.

Sincerely,

Marcy Benson  
Senior Grants Administrator

cc: Jennifer Ray, Deputy Community Development Director

## Benson Marcy

---

**From:** Phillips Rene  
**Sent:** Sunday, February 23, 2020 8:51 PM  
**To:** Benson Marcy  
**Subject:** FW: Courtesy Copy: Town of Hilton Head Island Legal Notices Update

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

**From:** Town of Hilton Head Island <updates@secure.hiltonheadislandsc.gov>  
**Date:** 2/23/20 8:00 AM (GMT-05:00)  
**To:** Phillips Rene <renep@hiltonheadislandsc.gov>, Spinella Kelly <kellys@hiltonheadislandsc.gov>, Grant Carolyn <carolyng@hiltonheadislandsc.gov>  
**Subject:** Courtesy Copy: Town of Hilton Head Island Legal Notices Update

**This is a courtesy copy of an email bulletin sent by Rene Phillips.**

**This bulletin was sent to the following groups of people:**

Subscribers of Legal Notices (2575 recipients)

---



## **Community Development Block Grant Program (CDBG) Notice of Public Meeting - Community Needs Assessment**

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Notice is hereby given that on Monday, March 2, 2020 and Thursday, March 5, 2020 at 6:00 p.m., at the Hilton Head PSD Community Room, at 21 Oak Park Drive, Hilton Head Island, SC, the Town of Hilton Head Island will hold public meetings to solicit public input on community needs and priorities related to the Community Development Block Grant (CDBG) program as required by the U.S. Department of Housing and Urban Development (HUD). As required by HUD, the Town of Hilton Head Island is in the development stages of a five-year Consolidated Plan for the period of 2020-2024. The Plan outlines goals and priorities the Town of Hilton Head Island will follow over the next five years for the use of CDBG funds. This process includes a Housing and Community Development Needs Assessment. At these public meetings the Town of Hilton Head Island will provide the activities that might be undertaken to meet identified needs, including the estimated amounts proposed to be used for activities that will benefit persons of low and moderate income.

The public meetings and the matters to be discussed are subject to the provisions of the Town of Hilton Head Island's Citizen Participation Plan, developed in anticipation of participation in the HUD CDBG Program, providing for the participation of the citizens of the town in the planning and implementation of community projects involving CDBG funds. The Citizen Participation Plan is available for review at Hilton Head Island Town Hall, 1 Town Center Court, Hilton Head Island, SC 29928, 8:00am - 4:30pm, Monday - Friday. Persons with questions or comments concerning the public meetings or Citizen Participation Plan may contact Marcy Benson, Senior Grants Administrator at 1 Town Center Court, Hilton Head Island, SC 29928. Or by phone at 843-341-4689 or by e-mail at [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov).

The Town of Hilton Head Island does not discriminate on the basis of age, color, religion, sex, national origin, familial status or disability in the admission or access to,

or treatment or employment in its federally assisted programs or activities. Marcy Benson, Senior Grants Administrator, has been designated to coordinate compliance with the nondiscrimination requirements contained in the U.S. Department of Housing and Urban Development's regulations. She may be reached at the address, phone number or email address listed in the above paragraph.

**View the public notice in its entirety at**

<https://hiltonheadislandsc.gov/government/news/newsdetails.cfm?NewsID=1574>



[www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov)

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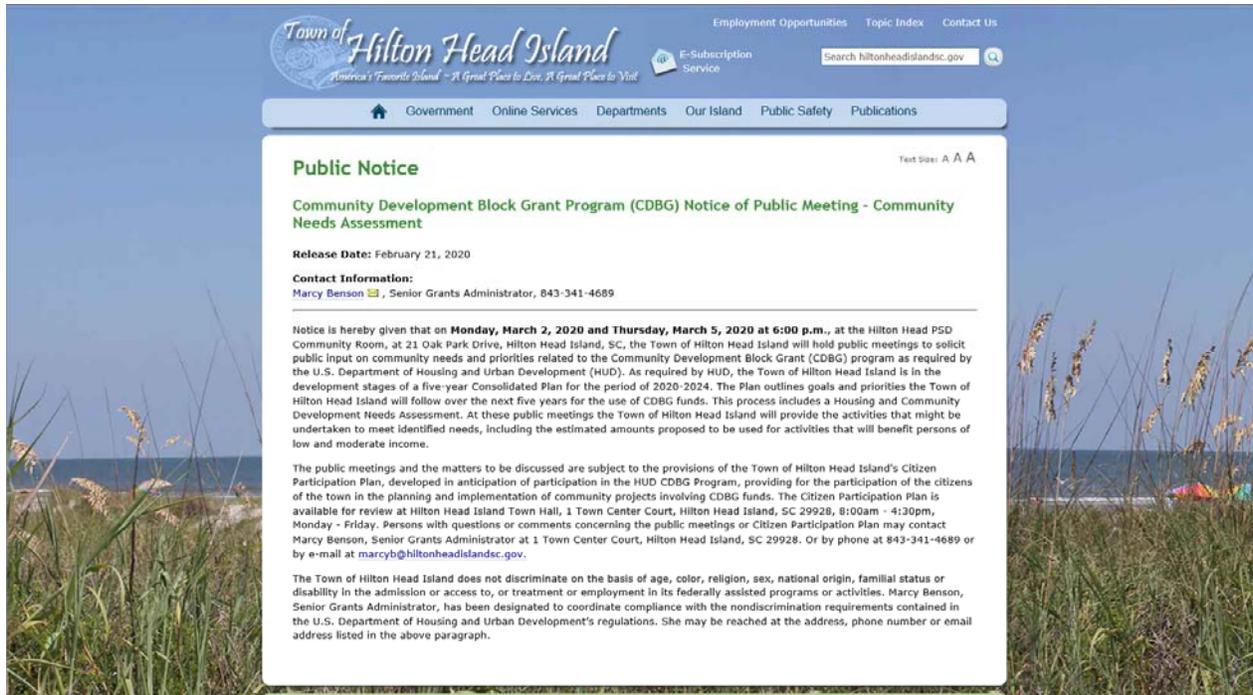
**Town of Hilton Head Island Website - Main Page**  
**February 23, 2020**  
**2020 – 2024 CDBG Consolidated Plan**  
**Needs Assessment Public Meeting Notice**

The screenshot shows the main page of the Town of Hilton Head Island website. At the top, there is a navigation bar with links for Government, Online Services, Departments, Our Island, Public Safety, and Publications. A search bar is located on the right side of the header. The main content area is divided into several sections:

- How Do I...:** A list of common user actions such as 'Apply for...', 'Contact...', 'Find...', 'Obtain...', 'Pay...', 'Participate...', 'Register...', 'Renew...', 'Report...', 'Schedule...', 'Subscribe to...', 'Submit a...', and 'View...'.
- Major Initiatives:** A list of current projects including 'Referendum: Community Investing in Community', 'US 278 Gateway Corridor Improvements', 'Hilton Head Island- Our Plan', and 'Workforce Housing Project'.
- Hot Topics:** A section titled '2020-2021 Beach Parking Passes on Sale' with a sub-section for 'Referendum: Community Investing in Community'.
- News and Media Releases:** A list of recent news items, including 'New Fire Station Building to Be Constructed in Sea Pines - 2/21/2020', 'Community Development Block Grant Program (CDBG) Notice of Public Meeting - Community Needs Assessment - 2/21/2020', 'Town of Hilton Head Island Improves Freedom of Information Requests Process for the Public - 2/21/2020', 'Notice of Finding of No Significant Impact and Notice of Intent to Request Release of Funds - 2/17/2020', 'Shelter Cove Area Turn Lane Closures Scheduled for the Next Two Weeks - 2/14/2020', 'Hilton Head Island Mayor John McCann Announces that Town will be rescheduling \$65 Million Referendum - 2/13/2020', and 'Mitchelville/Palmetto Hall Drainage Study Results Community Meeting - 1/29/2020'.
- Upcoming Meetings:** A list of scheduled meetings, including 'Pre-Application Meeting 2/24/2020 at 10:30 AM', 'Design Review Board 2/25/2020 at 1:15 PM', 'New Permit Regulations 2/25/2020 at 9:00 AM', and 'Public Planning Committee 2/27/2020 at 3:00 PM'.
- Recent Publications:** A list of recent articles, including 'Reinvesting in Ourselves: Our Focus for 2020 and Beyond - February 2020', 'Town Council Sets Roadmap for 2020 - February 2020', and 'Fall 2019 Edition of "Our Town" Newsletter'.

At the bottom of the page, there are logos for Audubon International, Tree City USA, and the Town of Hilton Head Island. A footer contains contact information and a navigation menu.

**Town of Hilton Head Island Website**  
**February 23, 2020**  
**2020 – 2024 CDBG Consolidated Plan**  
**Needs Assessment Public Meeting Notice Page**



The screenshot shows the website header with the logo "Town of Hilton Head Island" and the tagline "America's Favorite Island - A Great Place to Live, A Great Place to Visit". Navigation links include "Employment Opportunities", "Topic Index", "Contact Us", "E-Subscription Service", and a search bar. A secondary navigation bar contains "Government", "Online Services", "Departments", "Our Island", "Public Safety", and "Publications".

**Public Notice** Text Size: A A A

**Community Development Block Grant Program (CDBG) Notice of Public Meeting - Community Needs Assessment**

**Release Date:** February 21, 2020

**Contact Information:**  
Marcy Benson , Senior Grants Administrator, 843-341-4689

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Notice is hereby given that on **Monday, March 2, 2020 and Thursday, March 5, 2020 at 6:00 p.m.**, at the Hilton Head PSD Community Room, at 21 Oak Park Drive, Hilton Head Island, SC, the Town of Hilton Head Island will hold public meetings to solicit public input on community needs and priorities related to the Community Development Block Grant (CDBG) program as required by the U.S. Department of Housing and Urban Development (HUD). As required by HUD, the Town of Hilton Head Island is in the development stages of a five-year Consolidated Plan for the period of 2020-2024. The Plan outlines goals and priorities the Town of Hilton Head Island will follow over the next five years for the use of CDBG funds. This process includes a Housing and Community Development Needs Assessment. At these public meetings the Town of Hilton Head Island will provide the activities that might be undertaken to meet identified needs, including the estimated amounts proposed to be used for activities that will benefit persons of low and moderate income.

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## Afghan deal will be hard for US to assess

BY LOLITA C. BALDOR  
Associated Press

### WASHINGTON

Hopes for ending America's longest war hinge on maintaining a weeklong fragile truce in Afghanistan that U.S. officials and experts agree will be difficult to assess and fraught with pitfalls.

What if one militant with a suicide vest kills dozens in a Kabul market? Or, if a U.S. airstrike targeting Islamic State insurgents takes out Taliban members instead, does that destroy the deal?

The agreement, which took effect Friday, calls for an end to attacks around the country, including roadside bombings, suicide attacks and rocket strikes between the Taliban, Afghan and U.S. forces.

But in a country that has been wracked by violence for more than 18 years, determining if the agreement has been violated will be a tough task. And there are a number of other groups and elements in the country that would love to see the deal fall through.

"The reason this is a challenge is this is a very decentralized insurgency," said Seth Jones, a senior adviser at the Center for Strategic and International Studies and an Afghanistan expert. "There are going to be a lot of opportunities for any militia commander, element of the Taliban, the Haqqani network, and other local forces who don't want to see a deal, to conduct violence."

The Haqqani network is an insurgent group linked to the Taliban.

According to one de-

fense official, any attack will be reviewed on a "case-by-case" basis. And much will depend on how well U.S. military and intelligence officials in Afghanistan can quickly determine two things: Who was responsible for the attack, and can any of the blame be traced back to the Taliban, particularly the group's leaders who have been participating in the negotiations.

The Taliban issued a statement late Friday saying their military council has instructed commanders and governors to stop all attacks against foreign and Afghan forces. The council has a web of commanders and shadow governors across the country.

U.S. officials have made it clear that "spoilers" — such as militants associated with the Taliban who are not in favor of the peace talks — could launch an attack in a deliberate attempt to prevent them from happening.

Jones said the U.S. military has tried to get a good layout of where all the insurgent groups are operating so it will be able to determine where any attack comes from and who likely was responsible. And U.S. military officials said they were prepared and ready to make quick assessments.

If successfully implemented, the weeklong "reduction in violence" agreement, which began at midnight Friday local time, will be followed by the signing of a peace accord on Feb. 29. That accord would finally wrap up the 18-year war and begin to fulfill one of President Donald Trump's main campaign promises: to bring U.S. troops in

Afghanistan home.

The U.S. will continue to have surveillance aircraft and other assets overhead to monitor events and help to determine who is responsible for any attack.

One senior U.S. official also said that the U.S., Afghans and Taliban will have a channel through which they will be able to discuss any issues that arise.

Another U.S. official said that communications between the groups will allow the Taliban, for example, to quickly deny involvement with an attack. But in all cases, officials said the U.S. military — led by Gen. Scott Miller in Afghanistan — will be responsible for investigating incidents and figuring out who is at fault.

The officials all spoke on condition of anonymity to discuss details of the private negotiations.

Once Miller reaches a conclusion, officials said it will be up to the White House and State Department to make a final determination about whether an attack constitutes a violation of the truce and if it is enough to affect the peace deal.

The Pentagon has made it clear that U.S. troops may continue to conduct operations against Islamic State and al-Qaida militants as needed. But officials also noted that all sides want the peace agreement to be successful, so they will try to avoid anything that might scuttle it.

The Pentagon has said for months that it is poised to reduce the number of U.S. troops in Afghanistan from the current number of more than 12,000 to 8,600. That reduction is likely to be triggered once the peace agreement is finalized, but officials said Friday it could take several months for any troop cuts to begin.

### COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG) NOTICE OF PUBLIC MEETING - COMMUNITY NEEDS ASSESSMENT -

Notice is hereby given that on Monday, March 2, 2020 and Thursday, March 5, 2020 at 6:00 p.m., at the Hilton Head PSD Community Room, at 21 Oak Park Drive, Hilton Head Island, SC, the Town of Hilton Head Island will hold public meetings to solicit public input on community needs and priorities related to the Community Development Block Grant (CDBG) program as required by the U.S. Department of Housing and Urban Development (HUD). As required by HUD, the Town of Hilton Head Island is in the development stages of a five-year Consolidated Plan for the period of 2020-2024. The Plan outlines goals and priorities the Town of Hilton Head Island will follow over the next five years for the use of CDBG funds. This process includes a Housing and Community Development Needs Assessment. At these public meetings the Town of Hilton Head Island will provide the activities that might be undertaken to meet identified needs, including the estimated amounts proposed to be used for activities that will benefit persons of low and moderate income.

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Rock & Roll Hall Of Fame  
Celebration

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Hilton Head  
by Popular  
Demand!

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3:00 PM Matinee & 7:00 PM Evening show

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**COMMUNITY DEVELOPMENT  
BLOCK GRANT PROGRAM (CDBG)  
NOTICE OF PUBLIC MEETING  
- COMMUNITY NEEDS ASSESSMENT -**

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**TOWN OF HILTON HEAD ISLAND**

**COMMUNITY NEEDS ASSESSMENT PUBLIC MEETING**

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**  
**ENTITLEMENT PROGRAM**

**March 2, 2020 6:00PM**

**AGENDA**

- Welcome and Sign-in
- Overview of CDBG Entitlement Program
- Description and Purpose of Five Year Consolidated Plan
- Purpose of Community Needs Assessment
- Examples of Community Needs
- Discussion of Most Important Community Needs
- Next Steps in CDBG Five Year Consolidated Plan Process

# PLEASE SIGN IN:

NAME	MAILING ADDRESS	EMAIL ADDRESS
Paet Wirth		
Vody L. Levitt		
<sup>Mr</sup> <sup>Levitt</sup>		
CHRIS REPKO		

# PLEASE SIGN IN:

NAME	MAILING ADDRESS	EMAIL ADDRESS
Sandy Gillis / Deep Well Project	[REDACTED]	[REDACTED]
Russ Whiteford		
Kim Likins		

**Public Meeting Minutes**  
**Public Meeting to Seek Input for the Community Needs Assessment for the Community  
Development Block Grant (CDBG) Entitlement Program**

**Monday, March 2, 2020 6:00pm**  
**Hilton Head Public Service District Community Room**  
**21 Oak Park Drive, Hilton Head Island**

**Present:** Marcy Benson, Senior Grants Administrator;  
Jennifer Ray, Deputy Director of Community Development  
**Public Attendees:** See attached sign-in sheet

Marcy Benson, Senior Town Grants Administrator began the public meeting at 6:00pm. A power point presentation was given describing the purpose of the development of the Town of Hilton Head Island Five Year Consolidated Plan and Citizen Participation Plan. The purpose of the Community Needs Assessment and a description of the CDBG Entitlement Program were explained. The amount of CDBG funding available from HUD and types of eligible projects were discussed.

Public comments were taken and attendees were asked to list community needs. Each attendee was allotted three votes (via dot stickers) to select the needs identified which they believe most important in the community. Voting instructions noted attendees could use all three votes for one need if they believed that to be of the greatest importance to the community, or they could distribute their votes among three different needs identified during the meeting. The following needs were identified and ranked in order of community importance:

- Simple, decent and affordable place to live (7 votes)
- Facility improvements for LMI clients of non-profit groups (4 votes)
- Access to health care (3 votes)
- Facility expansions to increase programs for non-profit groups (2 votes)

The following needs identified all received one vote:

- Public transportation for residents
- Child care that is affordable and high quality
- Academic intervention programs
- Homeless services/hygiene facility
- Assistance connecting to water and sewer

Other needs identified but did not receive any votes included:

- Academic intervention support facility
- Free tax preparation

Attendees were thanked for their participation and the public meeting adjourned at 6:50pm.

**TOWN OF HILTON HEAD ISLAND**

**COMMUNITY NEEDS ASSESSMENT PUBLIC MEETING**

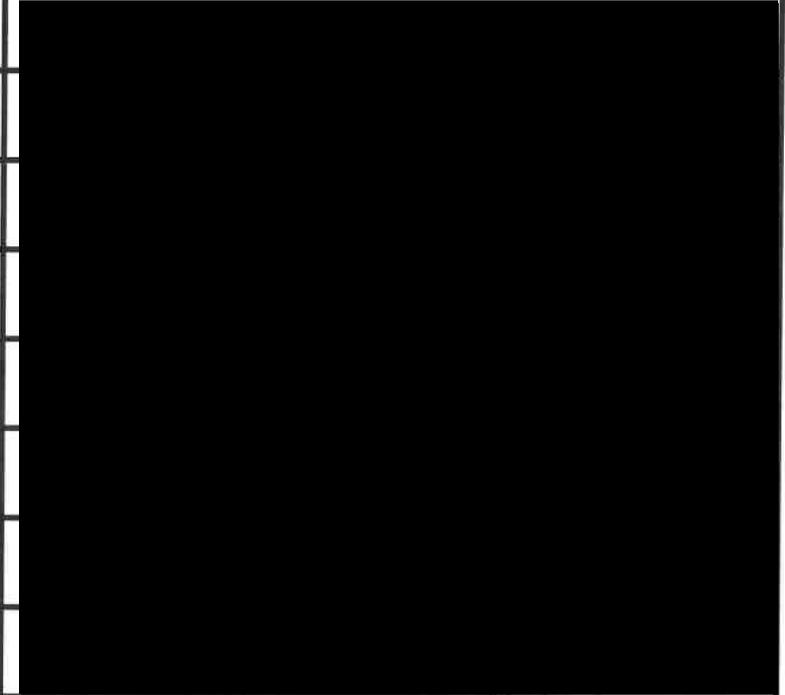
**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**  
**ENTITLEMENT PROGRAM**

**March 5, 2020 6:00PM**

**AGENDA**

- Welcome and Sign-in
- Overview of CDBG Entitlement Program
- Description and Purpose of Five Year Consolidated Plan
- Purpose of Community Needs Assessment
- Examples of Community Needs
- Discussion of Most Important Community Needs
- Next Steps in CDBG Five Year Consolidated Plan Process

# PLEASE SIGN IN:

NAME	MAILING ADDRESS	EMAIL ADDRESS
Nancy Sulek		
Eric C Turpin		
Natashia Aiken		
Narendra Sharma		
Debbie Cahoon		
Louise M. Cohen		
Kurtin Dobruski		
T. Curtis Barnwell		

**Public Meeting Minutes**  
**Public Meeting to Seek Input for the Community Needs Assessment for the Community Development Block Grant (CDBG) Entitlement Program**

**Thursday, March 5, 2020 6:00pm**  
**Hilton Head Public Service District Community Room**  
**21 Oak Park Drive, Hilton Head Island**

**Present:** Marcy Benson, Senior Grants Administrator;  
Jennifer Ray, Deputy Director of Community Development  
**Public Attendees:** See attached sign-in sheet

Marcy Benson, Senior Town Grants Administrator began the public meeting at 6:00pm. A power point presentation was given describing the purpose of the development of the Town of Hilton Head Island Five Year Consolidated Plan and Citizen Participation Plan. The purpose of the Community Needs Assessment and a description of the CDBG Entitlement Program were explained. The amount of CDBG funding available from HUD and types of eligible projects were discussed.

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- Draining improvements island wide, specifically Gum Tree Road, Chaplin area, and Eagin Court (6 votes)
- Affordable housing (5 votes)
- Education for high-risk children (3 votes)
- Small business development center/program (3 votes)
- Sailing & Rowing Center at Squire Pope Community Park shade cover on pier (2 votes)
- Shelter of homeless (2 votes)

The following needs identified all received one vote:

- Job training
- Transportation
- Lighting on bike paths (in Baygall area)

Other needs identified but did not receive any votes included:

- Community center
- Road repairs
- Public safety

Needs identified via email or letter in place of attending public meeting included:

- Sidewalks and lighting on Southwood Park Drive

Attendees were thanked for their participation and the public meeting adjourned at 7:00pm.



# Town of Hilton Head Island

## Community Development Block Grant (CDBG)

### 2020–2024 Consolidated Plan

*Needs Assessment Public Meetings*

*March 2, 2020*

*March 5, 2020*

Marcy Benson  
Senior Grants Administrator

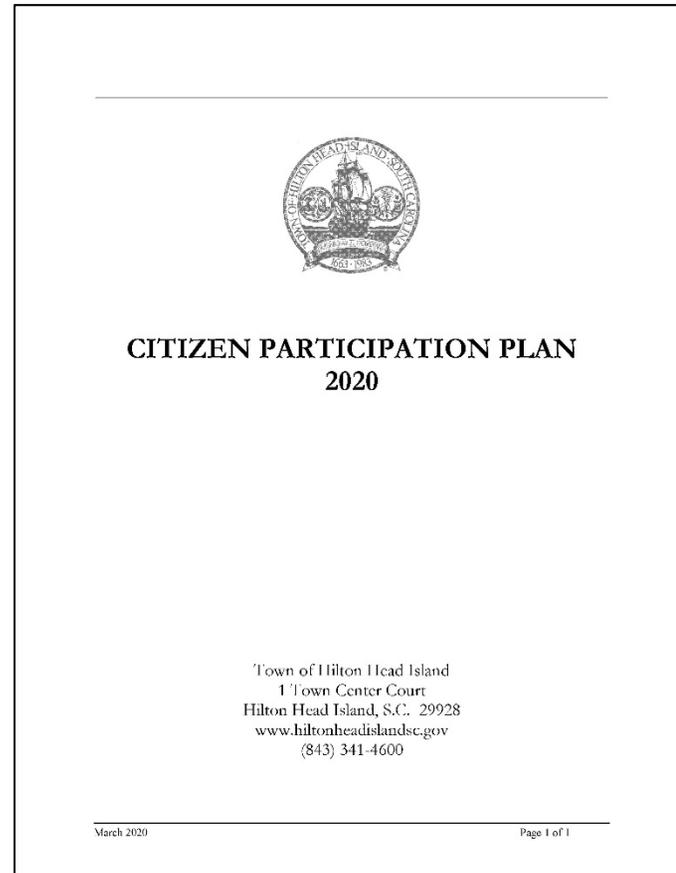
# Community Development Block Grant Entitlement Program (CDBG)

- Federal grant program administered by HUD
- Provides annual grants on a formula basis
- Program Year 2020 allocation is **\$238,349**
- Annual amount fluctuates each year
- Benefit low-and-moderate income persons
- Next Five Year Consolidated Plan is due in May
- Annual Action Plans submitted to HUD



# The Citizen Participation Plan 2020

- Details the Town's efforts to involve the community in making important decisions concerning the needs of the community



# Elements of the Citizen Participation Plan

- Public Meetings
- Public Notice
- Technical Assistance
- Minimizing Displacement
- Performance Reports
- Plan and Program Access



# Low and Moderate Income (LMI) Definitions

- Low and moderate income households = less than 80% of the area median income
- Low Income = equal to or less than 50% of the area median income
- Moderate Income = equal to or less than 80% of area median income



# LMI Example

## FY2019 Income Limit Summary

FY 2019 Income Limit Area	Median Family Income	Income Limit Category	Persons in Family							
			1	2	3	4	5	6	7	8
Beaufort County, SC HUD Metro FMR Area	\$83,000	50% Income Limit	\$27,800	\$31,800	\$35,750	<b>\$39,700</b>	\$42,900	\$46,100	\$49,250	\$52,450
		80% Income Limit	\$44,450	\$50,800	\$57,150	<b>\$63,500</b>	\$68,600	\$73,700	\$78,750	\$83,850

Source: HUD User Website, Office of Policy Development and Research (PD&R)  
[https://www.huduser.gov/portal/datasets/il.html#2019\\_data](https://www.huduser.gov/portal/datasets/il.html#2019_data)

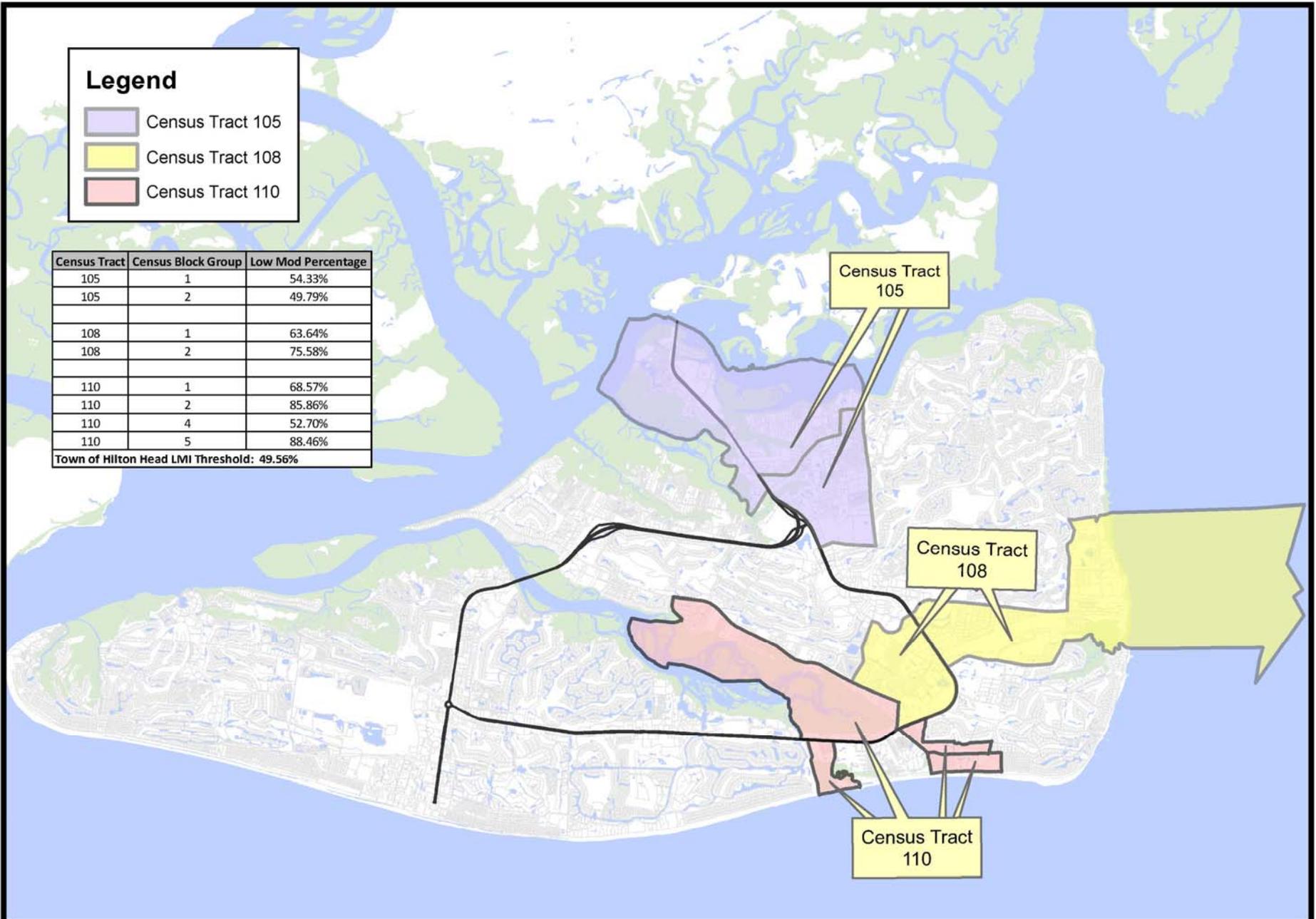


### Legend

- Census Tract 105
- Census Tract 108
- Census Tract 110

Census Tract	Census Block Group	Low Mod Percentage
105	1	54.33%
105	2	49.79%
108	1	63.64%
108	2	75.58%
110	1	68.57%
110	2	85.86%
110	4	52.70%
110	5	88.46%

**Town of Hilton Head LMI Threshold: 49.56%**



# Needs Assessment Purpose

- Process to identify community needs
- Identify and prioritize
- Identify activities & strategies

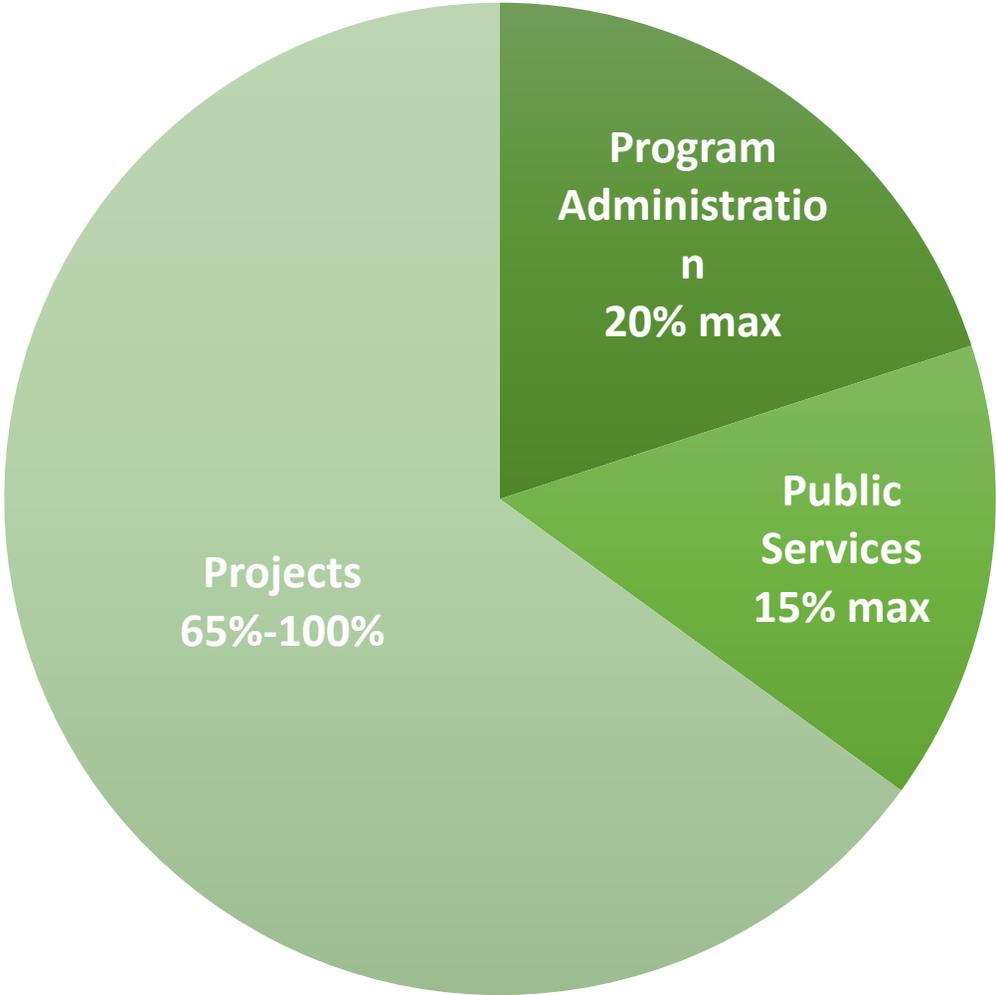


# Examples of Community Needs

- Public Improvements
- Public Facilities
- Housing Activities
- Other Real Property Improvements
- Public Services



# 2020 Allocation \$238,349



# What's Your Opinion?

- Most important need in the community?
- Next two most important needs?
- How can the needs be addressed?



# Inventory of Needs

- List of needs
- 3 votes per person
- Prioritize/rank needs



# What Will Be Done Next?

- Consolidated Plan will be drafted
- 30 day public comment period
- Public meeting during comment period
- Town Council approval to submit Plan
- Submittal to HUD





Thank you!

Marcy Benson  
Senior Grants Administrator  
*Marcyb@hiltonheadislandsc.gov*

**COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)  
2020 – 2024 CONSOLIDATED PLAN  
NOTICE OF 30 DAY PUBLIC COMMENT PERIOD**

Notice is hereby given that the Town of Hilton Head Island has prepared a draft of its 2020 -2024 Consolidated Plan required by HUD to receive CDBG Entitlement Program funding. The Plan will be available for review and comment for 30 days from Wednesday, April 1, 2020 through Friday, May 1, 2020. Copies of the Plan will be available for review Monday – Friday 8:00am – 4:30pm by appointment at the Town of Hilton Head Island Town Hall, and may be accessed via the Town of Hilton Head Island website at: <http://www.hiltonheadislandsc.gov/> beginning April 1, 2020. Written comments on the Plan are encouraged and may be submitted via the website link, or email to [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov) or by mail to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island Community Development Department, 1 Town Center Court, Hilton Head Island, SC 29928. Comments will be accepted until May 1, 2020.

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DREW MARTIN dmartin@islandpacket.com

## A FLASH OF COLOR

Bikers and beach goers stop to take pictures of floral arrangements wrapped around a live oak on Friday at Coligny Beach Park on Hilton Head Island just minutes before Hilton Head Mayor John McCann closed the beach and the park's facilities due to the COVID-19 virus. The arrangements, designed by Jardiniere Events Extraordinaire, were donated by brides who canceled their weddings because of the coronavirus. The event planner called it a "flower flash."

### COMMENTARY

## Infectious diseases expert, native: Give Hilton Head 15 days



BY DAVID LAUDERDALE  
dlauderdale@islandpacket.com

They say it can't be done. But why not close Hilton Head Island to visitors for two weeks to meet the

president's coronavirus guidelines for America, "15 Days to Close the Spread"?

One of President Donald Trump's guidelines is to "avoid discretionary travel."

That would presumably include a vacation trip.

Dr. Jerri Barden Perkins of Sea Pines thinks a 15-day break would be a reasonable way to protect a community with limited medical resources, but plenty of the elderly.

"Are we more concerned about our financial interests in the next 15 days than our own people," she asked in an interview on Wednesday. "For the next 15 days, our priority ought to be our health."

"Our finances will come back, but the sooner we get our health under control and the coronavirus under control, the sooner we will get our finances under control."

Perkins speaks as a

physician trained in infectious diseases at the National Institutes of Health. She also was involved in the AIDS crisis while a medical officer at the Food and Drug Administration in the anti-infective drugs division.

She was among the early researchers on AIDS, and recommended the first AIDS-related therapy for FDA approval.

Her late husband, Dr. John Calvin "Cal" Perkins, also was an infectious disease specialist.

And so it was that Perkins, who stays busy with medical-based Iyengar yoga classes, set out to write a letter earlier this week to her family.

SEE QUARANTINE, 5A

## Hilton Head hotels differ on coronavirus precautions taken

BY KATHERINE KOKAL  
kkokal@islandpacket.com

Some hotels and resorts on Hilton Head Island are stepping up cleaning and disinfection in response to the coronavirus pandemic. Others have paused room service or reduced the frequency of room cleaning. At least one resort has closed altogether.

The varying responses show how unprecedented an event like coronavirus is on an island that's accustomed to huge influxes of tourists, hurricane threats and mandatory evacuations.

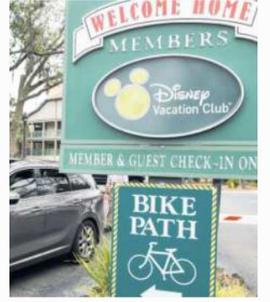
Beaufort County has a handful of cases of coronavirus, and although schools and dine-in restaurants are closed on Hilton Head Island, town officials have stopped short of telling tourists not to visit.

Tourism, one of the top two economic drivers in Beaufort County (along with the military), brings an estimated \$1.48 billion to the local economy each year.

Here's how several major resorts on the island are responding to coronavirus:

### CLOSED: DISNEY'S HILTON HEAD ISLAND RESORT

Only one major resort on Hilton Head Island has announced it will close during the coronavirus spread. The Disney Resort is one of dozens of Disney properties and theme parks nationwide that closed Friday and will remain closed for the rest



DREW MARTIN dmartin@islandpacket.com

A vehicle leaves the Hilton Head Island Disney Vacation Club on Wednesday, the day of S.C. Gov. Henry McMaster's closure of bars and restaurants to help stop the spread of COVID-19 virus.

of the month.

The staff of the hotel will continue to be paid during the shutdown, according to a news release from Disney. The release offered no details about how its employees would be compensated.

Notably, the resort closed for several days in September 2018 and September 2017 while the island felt the effects of Hurricane Florence and Tropical Storm Irma, respectively.

### OPEN: MARRIOTT HILTON HEAD RESORT AND SPA

At the Marriott Hilton Head Resort and Spa in Palmetto Dunes, a letter delivered to all guests informed them the hotel suspended room service and limited room cleaning to every other day.

A statewide ban on

SEE PRECAUTIONS, 4A

### COMMUNITY DEVELOPMENT BLOCK

### GRANT PROGRAM (CDBG)

### 2020 - 2024 CONSOLIDATED PLAN

### NOTICE OF 30 DAY PUBLIC COMMENT PERIOD

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\*Annual Percentage Yield (APY) effective as of the publication date. \$1,000 minimum deposit to open and is required to earn stated APY. Penalty for early withdrawal. IRA CD is subject to eligibility requirements. Offer not available to brokers, dealers and other financial institutions. Offer good in Bluffton and Hilton Head, SC only. Fees could reduce earnings. Offer subject to change without notice.  
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# **COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)**

**2020 – 2024 CONSOLIDATED PLAN**

## **NOTICE OF 30 DAY PUBLIC COMMENT PERIOD**

Notice is hereby given that the Town of Hilton Head Island has prepared a draft of its 2020-2024 Consolidated Plan required by HUD to receive CDBG Entitlement Program funding. The Plan will be available for review and comment for 30 days from Wednesday, April 1, 2020 through Friday, May 1, 2020. Copies of the Plan will be available for review Monday – Friday 8:00am – 4:30pm by appointment at the Town of Hilton Head Island Town Hall, and may be accessed via the Town of Hilton Head Island website at: <http://www.hiltonheadislandsc.gov/> beginning April 1, 2020. Written comments on the Plan are encouraged and may be submitted via the website link, or email to [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov) or by mail to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island Community Development Department, 1 Town Center Court, Hilton Head Island, SC 29928. Comments will be accepted until May 1, 2020.

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**COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)  
2020 – 2024 CONSOLIDATED PLAN  
NOTICE OF 30 DAY PUBLIC COMMENT PERIOD**

Notice is hereby given that the Town of Hilton Head Island has prepared a draft of its 2020 -2024 Consolidated Plan required by HUD to receive CDBG Entitlement Program funding. The Plan will be available for review and comment for 30 days from Wednesday, April 1, 2020 through Friday, May 1, 2020. A copy of the Plan will be available for review via the Town of Hilton Head Island website at: <http://www.hiltonheadislandsc.gov/> beginning April 1, 2020. Written comments on the Plan are encouraged and may be submitted via the website link, or email to [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov) or by mail to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island Community Development Department, 1 Town Center Court, Hilton Head Island, SC 29928. Comments will be accepted until May 1, 2020.

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**Town of Hilton Head Island Website - Main Page**  
**March 23, 2020**  
**2020 – 2024 CDBG Consolidated Plan**  
**30 Day Public Comment Period Notice**

The screenshot shows the main page of the Town of Hilton Head Island website. At the top, there is a header with the town's logo and navigation links for Employment Opportunities, Topic Index, and Contact Us. Below this is a search bar and a secondary navigation menu with links for Government, Online Services, Departments, Our Island, Public Safety, and Publications.

On the left side, there is a 'How Do I...' sidebar with a list of links: Apply for..., Contact..., Find..., Obtain..., Pay..., Participate..., Register..., Renew..., Report..., Schedule..., Subscribe to..., Submit a..., and View... Below this is a 'Major Initiatives' section listing projects like the Referendum, US 278 Gateway Corridor, and Workforce Housing Project. There is also an 'E-Subscription Service' form with fields for Email and a Submit button.

The main content area features a large banner for 'Coronavirus Disease (COVID-19) Updates'. Below the banner are several news articles:
 

- Statement Concerning the Hilton Head Island Beaches from Stephen Riley, Town Manager - 3/23/2020**: A statement from the Town Manager regarding beach closures and public safety.
- Hilton Head Island Important Facts - 3/21/2020 at 9am**: A video update from the Fire Chief, Brad Tadlock, regarding the current situation.
- Fire Chief Brad Tadlock gives an update on Fire Rescue Operations - 3/21/2020**: A video update from the Fire Chief.
- Your Questions Answered by Town Manager Steve Riley - 3/20/2020**: A video recording of a news conference.
- Mayor McCann's News Conference - 3/20/2020**: A video recording of Mayor John McCann announcing beach closures.
- Town of Hilton Head Island Govern...**: A video recording of a town meeting.

On the right side, there is a sidebar with various utility links: Coronavirus Information & Resources, CIP Dashboard, Financial Dashboard, Building & Development, Meeting Broadcasting & Video Archive, Boards, Committees, Commissions, Meeting Calendar, and Upcoming Meetings. At the bottom of this sidebar are logos for the Office of Cultural Affairs and Sustainability on Hilton Head Island.

• All organized recreational activities and activities for which special event permits have been acquired from the Town for use on Town properties are canceled. This cancellation applies to any special event permit that was issued for events set to take place between now and March 31, 2020. [Learn more...](#)

• Fire Rescue has postponed all CPR/AED & First aid courses. In addition, the public use of Fire Stations and Fire Rescue Headquarters for non-emergency purposes is postponed effective immediately.

• Organizers of events that are not managed or supported by the Town will make their own determination on whether to proceed or cancel. Please contact those organizations for event updates.

#### News and Media Releases

- Community Development Block Grant Program (CDBG) 2020 – 2024 Consolidated Plan Notice of 30 Day Public Comment Period - 3/23/2020
- Hilton Head Island Town Hall Closes to Public; Town Staff Still Available to Assist Citizens - 3/20/2020
- Hilton Head Island Mayor John McCann Announces Hilton Head Island Beaches Closed - 3/20/2020
- Town of Hilton Head Island to Waive Penalties and Late Fees For Business License Renewals - 3/18/2020
- Temporary Lane Closures Set for Shelter Cove Area March 16-20 - 3/16/2020
- Hilton Head Island Mayor John McCann Issues Emergency Declaration In Support of Measures to Prevent the Coronavirus - 3/16/2020
- Town of Hilton Head Island COVID-19 Update - 3/15/2020
- Important Notice on Community Events During COVID-19 From Hilton Head Island Town Manager Steve Riley - 3/13/2020

#### Announcements

PGA Tour Statement Regarding Additional Tournament Cancellations

#### Hot Topics



**US 278 Gateway Corridor Improvements**

The SC Department of Transportation (SDOT) is proposing to make improvements to the US 278 corridor between Bluffton and Hilton Head Island. [More information on the 278 Corridor...](#)

Referendum: Community Investing in Community

#### Recent Publications

**Islander Turns Passion into Support for Parkinson's Disease - March 2020** (Mayor McCann's Article as seen in Celebrate Hilton Head Magazine)

**You Count: Participate in the 2020 Census - March 2020** (Mayor McCann's Article as seen in the Hilton Head Sun)

Fall 2019 Edition of "Our Town" Newsletter



**Town of Hilton Head Island Website**  
**March 23, 2020**  
**2020 – 2024 CDBG Consolidated Plan**  
**30 Day Public Comment Period Notice Page**

The screenshot shows the Town of Hilton Head Island website. At the top left is the logo with the tagline "America's Favorite Island - A Great Place to Live. A Great Place to Visit". To the right are links for "Employment Opportunities", "Topic Index", and "Contact Us". Below the logo is a search bar with the text "Search hiltonheadislandsc.gov" and a magnifying glass icon. A navigation bar contains links for "Government", "Online Services", "Departments", "Our Island", "Public Safety", and "Publications".

The main content area is titled "Public Notice" with a "Text Size: A A A" option. The notice title is "Community Development Block Grant Program (CDBG) 2020 - 2024 Consolidated Plan Notice of 30 Day Public Comment Period".

**Release Date:** March 23, 2020

**Contact Information:**  
Marcy Benson 📧, Senior Grants Administrator, 843-341-4689

Notice is hereby given that the Town of Hilton Head Island has prepared a draft of its 2020 -2024 Consolidated Plan required by HUD to receive CDBG Entitlement Program funding. The Plan will be available for review and comment for 30 days from Wednesday, April 1, 2020 through Friday, May 1, 2020. A copy of the Plan will be available for review via the Town of Hilton Head Island website at: <http://www.hiltonheadislandsc.gov/> beginning April 1, 2020. Written comments on the Plan are encouraged and may be submitted via the website link, or email to [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov) or by mail to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island Community Development Department, 1 Town Center Court, Hilton Head Island, SC 29928. Comments will be accepted until May 1, 2020.

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At the bottom, a green navigation bar contains the following links: Government ~ Online Services ~ Departments ~ Our Island ~ Public Safety ~ Publications ~ Contact Us ~ Home  
Town of Hilton Head Island ~ One Town Center Court, Hilton Head Island, South Carolina 29928 ~ (843) 341-4600  
Employee Portal ~ Website Policies ~ Social Media Public Use Policy ~ Contact Webmaster 📧

## Benson Marcy

---

**From:** Spinella Kelly  
**Sent:** Monday, March 23, 2020 10:39 AM  
**To:** Benson Marcy  
**Subject:** FW: Courtesy Copy: Town of Hilton Head Island Legal Notices Update

---

**From:** Town of Hilton Head Island [mailto:updates@secure.hiltonheadislandsc.gov]  
**Sent:** Monday, March 23, 2020 10:34 AM  
**To:** Spinella Kelly <kellys@hiltonheadislandsc.gov>; Grant Carolyn <carolyng@hiltonheadislandsc.gov>; Phillips Rene <renep@hiltonheadislandsc.gov>  
**Subject:** Courtesy Copy: Town of Hilton Head Island Legal Notices Update

**This is a courtesy copy of an email bulletin sent by Kelly Spinella.**

**This bulletin was sent to the following groups of people:**

Subscribers of Legal Notices (2618 recipients)



### **Community Development Block Grant Program (CDBG) 2020 – 2024 Consolidated Plan Notice of 30 Day Public Comment Period**

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Notice is hereby given that the Town of Hilton Head Island has prepared a draft of its 2020 -2024 Consolidated Plan required by HUD to receive CDBG Entitlement

Program funding. The Plan will be available for review and comment for 30 days from Wednesday, April 1, 2020 through Friday, May 1, 2020. A copy of the Plan will be available for review via the Town of Hilton Head Island website at: <https://www.hiltonheadislandsc.gov/> beginning April 1, 2020. Written comments on the Plan are encouraged and may be submitted via the website link, or email to [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov) or by mail to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island Community Development Department, 1 Town Center Court, Hilton Head Island, SC 29928. Comments will be accepted until May 1, 2020.

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Please visit the link below to view the notice.

<https://www.hiltonheadislandsc.gov/government/news/newsdetails.cfm?NewsID=1586>



[www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov)

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## **Benson Marcy**

---

**From:** Spinella Kelly  
**Sent:** Wednesday, April 01, 2020 9:11 AM  
**To:** Benson Marcy  
**Subject:** FW: [EXTERNAL] Courtesy Copy: Town of Hilton Head Island Legal Notices Update

---

**From:** Town of Hilton Head Island [mailto:updates@secure.hiltonheadislandsc.gov]  
**Sent:** Wednesday, April 01, 2020 9:00 AM  
**To:** Grant Carolyn <carolyng@hiltonheadislandsc.gov>; Spinella Kelly <kellys@hiltonheadislandsc.gov>; Phillips Rene <renep@hiltonheadislandsc.gov>  
**Subject:** [EXTERNAL] Courtesy Copy: Town of Hilton Head Island Legal Notices Update

**This Message originated outside your organization.**

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**This is a courtesy copy of an email bulletin sent by Kelly Spinella.**

**This bulletin was sent to the following groups of people:**

Subscribers of Legal Notices (2667 recipients)

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## **Community Development Block Grant Program (CDBG) 2020 – 2024 Consolidated Plan Notice of 30 Day Public Comment Period**

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Notice is hereby given that the Town of Hilton Head Island has prepared a draft of its 2020 -2024 Consolidated Plan required by HUD to receive CDBG Entitlement Program funding. The Plan will be available for review and comment for 30 days from Wednesday, April 1, 2020 through Friday, May 1, 2020. A copy of the Plan will be available for review via the Town of Hilton Head Island website at: <https://www.hiltonheadislandsc.gov/> beginning April 1, 2020. Written comments on the Plan are encouraged and may be submitted via the website link, or email to [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov) or by mail to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island Community Development Department, 1 Town Center Court, Hilton Head Island, SC 29928. Comments will be accepted until May 1, 2020.

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[Submit a Comment Online...](#)

Please visit the link below to view the notice.

<https://www.hiltonheadislandsc.gov/government/news/newsdetails.cfm?NewsID=1586>



[www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov)

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**COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)  
2020 – 2024 CONSOLIDATED PLAN  
NOTICE OF FIVE (5) DAY PUBLIC COMMENT PERIOD**

Notice is hereby given that the Town of Hilton Head Island has prepared a revised draft of its 2020 -2024 Consolidated Plan required by HUD to receive CDBG Entitlement Program funding. Due to changes connected to the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) and COVID-19, the original draft 2020 -2024 Consolidated Plan was adjusted to include COVID-19 response and recovery. The revised Consolidated Plan will be available for review and comment for five (5) days from Monday, April 27, 2020 through Friday, May 1, 2020. A copy of the Plan will be available for review via the Town of Hilton Head Island website at: <http://www.hiltonheadislandsc.gov/> beginning April 27, 2020. Written comments on the Plan are encouraged and may be submitted via the website link, or email to [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov) or by mail to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island Community Development Department, 1 Town Center Court, Hilton Head Island, SC 29928. Comments will be accepted until May 1, 2020. Comments received and responses will be posted on the Town of Hilton Head Island website on Monday, May 4, 2020.

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## Benson Marcy

---

**From:** Phillips Rene  
**Sent:** Friday, April 24, 2020 8:31 AM  
**To:** Benson Marcy  
**Subject:** FW: [EXTERNAL] Courtesy Copy: CDBG 2020-2024 Consolidated Plan Notice of Five (5) Day Public Comment Period

---

**From:** Town of Hilton Head Island [mailto:updates@secure.hiltonheadislandsc.gov]  
**Sent:** Friday, April 24, 2020 8:21 AM  
**To:** Phillips Rene <renep@hiltonheadislandsc.gov>; Grant Carolyn <carolyng@hiltonheadislandsc.gov>; Spinella Kelly <kellys@hiltonheadislandsc.gov>  
**Subject:** [EXTERNAL] Courtesy Copy: CDBG 2020-2024 Consolidated Plan Notice of Five (5) Day Public Comment Period

**This Message originated outside your organization.**

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**This is a courtesy copy of an email bulletin sent by Rene Phillips.**

**This bulletin was sent to the following groups of people:**

Subscribers of General Announcements or Legal Notices (6358 recipients)

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## **Community Development Block Grant Program (CDBG) 2020 - 2024 Consolidated Plan Notice of Five (5) Day Public Comment Period**

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---

View this notice in its entirety at  
<https://hiltonheadislandsc.gov/government/news/newsdetails.cfm?NewsID=1599>



[www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov)

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**Town of Hilton Head Island Website - Main Page**  
**April 24, 2020**  
**2020 – 2024 CDBG Consolidated Plan**  
**5 Day Public Comment Period Notice**

The screenshot shows the Town of Hilton Head Island website with the following elements:

- Header:** Town of Hilton Head Island logo with tagline "America's Favorite Island - A Great Place to Live, A Great Place to Visit". Navigation links: Employment Opportunities, Topic Index, Contact Us, E-Subscription Service, Search (hiltonheadislandsc.gov).
- Navigation Bar:** Home, Government, Online Services, Departments, Our Island, Public Safety, Publications.
- COVID-19 Hub:** A red banner at the top of the main content area.
- Left Sidebar:**
  - How Do I...:** A list of links including Apply for..., Contact..., Find..., Obtain..., Pay..., Participate..., Register..., Renew..., Report..., Schedule..., Subscribe to..., Submit a..., and View...
  - Major Initiatives:** Referendum: Community Investing in Community; US 278 Gateway Corridor Improvements; Hilton Head Island - Our Plan; Workforce Housing Project.
  - E-Subscription Service:** A form to sign up for alerts and updates, with fields for Subscription Type (Email), Email Address, and a Submit button.
  - Seasonal Safety Tips:** A warning icon and text.
- Main Content Area:**
  - Coronavirus Disease (COVID-19) Updates & Info:** A central banner with a coronavirus image and a video player titled "AN UPDATE FROM TOWN MANAGER STEVE RILEY 4/22/2020". Below it is a text update from Town Manager Steve Riley dated 4/22/2020 regarding a special meeting.
  - Update from Mayor John McCann - 4/21/2020:** A video player titled "AN UPDATE FROM OUR MAYOR JOHN MCCANN 4/21/2020" and a text message from Mayor John McCann dated 4/21/2020.
- Right Sidebar:**
  - Social media icons for Facebook, Twitter, YouTube, LinkedIn, and Instagram.
  - Coronavirus Updates, Info & Resources**
  - COVID-19 Cases on Hilton Head Island**
  - Meeting Broadcasting & Video Archive**
  - Open Town Hall HHI** (Join the discussion!)
  - CIP Dashboard**
  - Building & Development**
  - OFFICE OF CULTURAL AFFAIRS** (Hilton Head Island)
  - Meeting Calendar**
  - Upcoming Meetings:** Town Council Special Meeting 4/28/2020 at 2:00 PM.
  - Boards, Committees, Commissions**
  - Financial Dashboard**
  - Sustainability on Hilton Head Island**



The following measures are in place to protect the community and help slow the spread of the coronavirus until further notice.

- The Town's public beaches and parks are closed until further notice.
  - Town Hall, Fire Rescue Headquarters and Fire Stations will be closed to the public until further notice. Town staff will be available to respond to public requests by phone or email. The public is also encouraged to access some services online through the Town's website. [Learn more...](#)
  - All Burning will be prohibited on Hilton Head Island until further notice. View Additional Announcements and Reminders...
- [View our Frequently Asked Questions Page for more information...](#)

### News and Media Releases

[Community Development Block Grant Program \(CDBG\) 2020 - 2024 Consolidated Plan Notice of Five \(5\) Day Public Comment Period - 4/24/2020](#)

[Town of Hilton Head Island Installs Its First HAWK Signal to Improve Pedestrian Safety - 4/17/2020](#)

[Hilton Head Island Town Council Adopts Governor's Order Impacting Short-Term Rentals - 4/10/2020](#)

[Determining Non-Essential Businesses Under Executive Order 2020-17 - 4/3/2020](#)

[View More News and Media Releases](#)

### Recent Publications

[COVID-19: What You Can Do - April 2020](#) (Mayor McCann's Article as seen in Celebrate Hilton Head Magazine)

[Collective sacrifice necessary for safety - April 2020](#) (Mayor McCann's Article as seen in the Hilton Head Sun)



**Audubon International**



**Town of Hilton Head Island Website**  
**April 24, 2020**  
**2020 – 2024 CDBG Consolidated Plan**  
**5 Day Public Comment Period Notice Page**

The screenshot shows the website for the Town of Hilton Head Island. At the top, there is a navigation bar with links for "Employment Opportunities", "Topic Index", and "Contact Us". The main header features the town's logo and a search bar. Below the header is a secondary navigation bar with links for "Government", "Online Services", "Departments", "Our Island", "Public Safety", and "Publications". A prominent red banner reads "Hilton Head Island COVID-19 Hub". The main content area is titled "Public Notice" and contains the following text:

**Community Development Block Grant Program (CDBG) 2020 - 2024 Consolidated Plan Notice of Five (5) Day Public Comment Period**

**Release Date:** April 24, 2020

**Contact Information:**  
Marcy Benson, Senior Grants Administrator, 843-341-4689

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At the bottom of the page, there is a footer with a list of links: "Government ~ Online Services ~ Departments ~ Our Island ~ Public Safety ~ Publications ~ Contact Us ~ Home ~ Town of Hilton Head Island ~ One Town Center Court, Hilton Head Island, South Carolina 29928 ~ (843) 341-4600 ~ Employee Portal ~ Website Policies ~ Social Media Public Use Policy ~ Contact Webmaster". The Windows taskbar at the bottom shows the time as 9:08 AM on 04/24/2020.

**Town of Hilton Head Island Website**  
**April 27, 2020**  
**2020 – 2024 CDBG Consolidated Plan**  
**5 Day Public Comment Period Notice Page**

The screenshot shows the website for the Town of Hilton Head Island. At the top, there is a navigation bar with links for "Employment Opportunities", "Topic Index", and "Contact Us". The main header features the town's logo and the slogan "America's Favorite Island - A Great Place to Live, A Great Place to Visit". Below the header is a secondary navigation bar with links for "Government", "Online Services", "Departments", "Our Island", "Public Safety", and "Publications".

The main content area is titled "Hilton Head Island COVID-19 Hub" and contains a "Public Notice" section. The notice is titled "Community Development Block Grant Program (CDBG) 2020 - 2024 Consolidated Plan Notice of Five (5) Day Public Comment Period". It includes the following information:

- Release Date:** April 24, 2020
- Contact Information:** Marcy Benson, Senior Grants Administrator, 843-341-4689

The notice text states: "Notice is hereby given that the Town of Hilton Head Island has prepared a revised draft of its 2020-2024 Consolidated Plan required by HUD to receive CDBG Entitlement Program funding. Due to changes connected to the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) and COVID-19, the original draft 2020-2024 Consolidated Plan was adjusted to include COVID-19 response and recovery. The revised Consolidated Plan will be available for review and comment for five (5) days from Monday, April 27, 2020 through Friday, May 1, 2020. A copy of the Plan will be available for review via the Town of Hilton Head Island website at <https://hiltonheadislandsc.gov> beginning April 27, 2020. Written comments on the Plan are encouraged and may be submitted via the website link, or email to [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov) or by mail to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island Community Development Department, 1 Town Center Court, Hilton Head Island, SC 29928. Comments will be accepted until May 1, 2020. Comments received and responses will be posted on the Town of Hilton Head Island website on Monday, May 4, 2020.

The notice also includes a disclaimer: "The Town of Hilton Head Island does not discriminate on the basis of age, color, religion, sex, national origin, familial status or disability in the admission or access to, or treatment or employment in its federally assisted programs or activities. Marcy Benson, Senior Grants Administrator has been designated to coordinate compliance with the nondiscrimination requirements contained in the U.S. Department of Housing and Urban Development's regulations. She may be reached at the email address listed above or by phone at 843-341-4689."

At the bottom of the notice, there is a link: "View the Draft Plan and Submit a Comment Online".

The footer of the website contains a breadcrumb trail: "Government ~ Online Services ~ Departments ~ Our Island ~ Public Safety ~ Publications ~ Contact Us ~ Home", "Town of Hilton Head Island ~ One Town Center Court, Hilton Head Island, South Carolina 29928 ~ (843) 341-4600", and "Employee Portal ~ Website Policies ~ Social Media Public Use Policy ~ Contact Webmaster".

**Town of Hilton Head Island Website**  
**April 27, 2020**  
**2020 – 2024 CDBG Consolidated Plan**  
**5 Day Public Comment Period Notice Page**

The screenshot shows the website for the Town of Hilton Head Island. At the top, there is a navigation bar with links for Home, Employment Opportunities, Topic Index, and Contact Us. Below this is a search bar and an E-Subscription Service link. A secondary navigation bar includes links for Government, Online Services, Departments, Our Island, Public Safety, and Publications. On the left side, there are links for Submit Comment Online and Boards, Committees, and Commissions. The main content area features a green header for 'Public Comment' and a detailed notice regarding the 'Community Development Block Grant Program (CDBG) 2020 - 2024 Consolidated Plan Notice of Five (5) Day Public Comment Period'. The notice explains that a revised draft of the plan is available for review and comment from Monday, April 27, 2020, through Friday, May 1, 2020. It provides contact information for Marcy Benson, Senior Grants Administrator, and includes a 'Submit Comment Online' button. The footer contains a breadcrumb trail, contact information, and copyright details for 2009.

**Public Comment**

The following topics are currently open for public comment. To submit a comment online, please select the button below and then select your topic and complete the provided comment form.

**Community Development Block Grant Program (CDBG) 2020 - 2024 Consolidated Plan Notice of Five (5) Day Public Comment Period**

Notice is hereby given that the Town of Hilton Head Island has prepared a revised draft of its 2020-2024 Consolidated Plan required by HUD to receive CDBG Entitlement Program funding. Due to changes connected to the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) and COVID-19, the original draft 2020-2024 Consolidated Plan was adjusted to include COVID-19 response and recovery. The revised Consolidated Plan will be available for review and comment for five (5) days from Monday, April 27, 2020 through Friday, May 1, 2020. A copy of the Plan will be available for review via the Town of Hilton Head Island website at <https://hiltonheadislandsc.gov> beginning April 27, 2020. Written comments on the Plan are encouraged and may be submitted via the website link, or email to [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov) or by mail to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island Community Development Department, 1 Town Center Court, Hilton Head Island, SC 29928. **Comments will be accepted until May 1, 2020.** Comments received and responses will be posted on the Town of Hilton Head Island website on Monday, May 4, 2020.

The Town of Hilton Head Island does not discriminate on the basis of age, color, religion, sex, national origin, familial status or disability in the admission or access to, or treatment or employment in its federally assisted programs or activities. Marcy Benson, Senior Grants Administrator has been designated to coordinate compliance with the nondiscrimination requirements contained in the U.S. Department of Housing and Urban Development's regulations. She may be reached at the email address listed above or by phone at 843-341-4689.

DRAFT Town of Hilton Head Island 2020 - 2024 Consolidated Plan for the U.S. Department of Housing and Urban Development Community Development Block Grant Program

Government ~ Online Services ~ Departments ~ Our Island ~ Public Safety ~ Publications ~ Contact Us ~ Home  
Town of Hilton Head Island ~ One Town Center Court, Hilton Head Island, South Carolina 29928 ~ (843) 341-4600  
© 2009 Town of Hilton Head Island ~ Website Policies ~ Contact Webmaster

**Town of Hilton Head Island Website**  
**May 4, 2020**  
**2020 – 2024 CDBG Consolidated Plan**  
**5 Day Public Comment Period Notice Page**  
**Comment Summary and Responses**

The screenshot shows the website for the Town of Hilton Head Island. At the top, there is a navigation bar with links for Employment Opportunities, Topic Index, and Contact Us. The main header features the town's logo and a search bar. Below the navigation, a red banner reads "Hilton Head Island COVID-19 Hub". The main content area is titled "Public Notice" and contains the following text:

**Community Development Block Grant Program (CDBG) 2020 - 2024 Consolidated Plan Notice of Five (5) Day Public Comment Period**

**Release Date:** April 24, 2020

**Contact Information:**  
Marcy Benson, Senior Grants Administrator, 843-341-4689

Notice is hereby given that the Town of Hilton Head Island has prepared a revised draft of its 2020-2024 Consolidated Plan required by HUD to receive CDBG Entitlement Program funding. Due to changes connected to the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) and COVID-19, the original draft 2020-2024 Consolidated Plan was adjusted to include COVID-19 response and recovery. The revised Consolidated Plan will be available for review and comment for five (5) days from Monday, April 27, 2020 through Friday, May 1, 2020. A copy of the Plan will be available for review via the Town of Hilton Head Island website at <https://hiltonheadislandsc.gov> beginning April 27, 2020. Written comments on the Plan are encouraged and may be submitted via the website link, or email to [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov) or by mail to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island Community Development Department, 1 Town Center Court, Hilton Head Island, SC 29928. Comments will be accepted until May 1, 2020. Comments received and responses will be posted on the Town of Hilton Head Island website on Monday, May 4, 2020.

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[View the Draft Plan](#)  
[View the CDBG Consolidated Plan Comment and Response Summary](#)

At the bottom of the page, there is a footer with navigation links: Government ~ Online Services ~ Departments ~ Our Island ~ Public Safety ~ Publications ~ Contact Us ~ Home. Below this, it lists the town's address: Town of Hilton Head Island ~ One Town Center Court, Hilton Head Island, South Carolina 29928 ~ (843) 341-4600. It also includes links for Employee Portal, Website Policies, Social Media Public Use Policy, and Contact Webmaster.

Public Comment Summary  
For the Town of Hilton Head Island  
Community Development Block Grant (CDBG)  
Entitlement Program 2020- 2024 Consolidated Plan

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Public Comments Received During 5 Day Comment Period (April 27, 2020 – May 1, 2020):

Comment #1: CDBG 2020-2024 Consolidated Draft Plan

Thank you so much for taking into consideration the input provided at the Community Development Block Grant public meetings in the development of the 5-year consolidated plan. Those of us who represent nonprofits serving low- and moderate-income clientele are encouraged by this criteria being added to the plan. We also applaud the town for taking our recommendation to partner with the Community Foundation of the Lowcountry as a granting resource. We all routinely work with CFL and believe they have a solid understanding of the needs of our clientele. I am also pleased to see the 2020 grant being used for COVID-19. All of us will need to purchase equipment and supplies to carry out response and recovery to COVID-19 which is beyond what our normal budgets cover. These funds will go a long way in helping us close this gap. We appreciate the town staff's hard work on this plan.

Kim Likins

Response #1: Your support of the 2020 – 2024 Consolidated Plan is noted and will be included with the Plan submittal to the U.S. Department of Housing and Urban Development.

Comment #2: CDBG 2020 – 2024 Consolidated Plan

Good Morning. First, thank you sincerely for all the effort that has gone into the drafting of this plan. The Children's Center is pleased that town council and staff have opened the door to previous input and this draft has the opportunity for partnership with organizations that serve the populations targeted by the Community Block grant funds. Secondly, I am thrilled to see the partnership with the Community Foundation of the Lowcountry. There is not a better organization to serve as a nonbiased option for potential collaborator grants. We at The Children's Center look forward to being a partner in any way we can to support our town and our community.

Thank you,  
Jody L Levitt

Response #2: Your support of 2020 – 2024 Consolidated Plan is noted and will be included with the Plan submittal to the U.S. Department of Housing and Urban Development.

**NOTICE OF FIVE (5) DAY PUBLIC COMMENT PERIOD  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)  
SUBSTANTIAL AMENDMENT TO 2020 – 2024 FIVE YEAR  
CONSOLIDATED PLAN**

Notice is hereby given the Town of Hilton Head Island proposes to amend its Community Development Block Grant 2020 -2024 Five Year Consolidated Plan. This substantial amendment proposes to add the third round of CDBG-CV funding allocation to program year 2020. The amended Consolidated Plan will be available for review and comment for five (5) days from Monday, September 28, 2020 through Friday, October 2, 2020. A copy of the amended Plan will be available for review via the Town of Hilton Head Island website at: <https://www.hiltonheadislandsc.gov/> beginning September 28, 2020. Written comments on the amended Plan are encouraged and may be submitted via the website link, or email to [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov) or by mail to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island Community Development Department, 1 Town Center Court, Hilton Head Island, SC 29928. Comments will be accepted until October 2, 2020. Comments received and responses will be posted on the Town of Hilton Head Island website on Monday, October 5, 2020.

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Posted: September 25, 2020

## Benson Marcy

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**From:** Phillips Rene  
**Sent:** Friday, September 25, 2020 1:45 PM  
**To:** Benson Marcy  
**Subject:** FW: Courtesy Copy: Notice of 5 Day Public Comment Period - CDBG Substantial Amendment to 2020 - 2024 Five Year Consolidated Plan

René Phillips, CGDSP, CIW  
Website Administrator  
Town of Hilton Head Island  
One Town Center Court  
Hilton Head Island, SC 29928  
843-341-4792  
[www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov)

---

**From:** Town of Hilton Head Island [mailto:updates@secure.hiltonheadislandsc.gov]  
**Sent:** Friday, September 25, 2020 1:43 PM  
**To:** Spinella Kelly <kellys@hiltonheadislandsc.gov>; Phillips Rene <renep@hiltonheadislandsc.gov>; Grant Carolyn <carolyng@hiltonheadislandsc.gov>  
**Subject:** Courtesy Copy: Notice of 5 Day Public Comment Period - CDBG Substantial Amendment to 2020 - 2024 Five Year Consolidated Plan

**THIS MESSAGE ORIGINATED OUTSIDE YOUR ORGANIZATION**

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**This is a courtesy copy of an email bulletin sent by Rene Phillips.**

**This bulletin was sent to the following groups of people:**

Subscribers of Legal Notices (2885 recipients)

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## **Notice of Five (5) Day Public Comment Period Community Development Block Grant Program (CDBG) Substantial Amendment to 2020 - 2024 Five Year Consolidated Plan**

---

Notice is hereby given the Town of Hilton Head Island proposes to amend its Community Development Block Grant 2020 -2024 Five Year Consolidated Plan. This substantial amendment proposes to add the third round of CDBG-CV funding allocation to program year 2020. The amended Consolidated Plan will be available for review and comment for five (5) days from Monday, September 28, 2020 through Friday, October 2, 2020. A copy of the amended Plan will be available for review via the Town of Hilton Head Island website at [www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov) beginning September 28, 2020. Written comments on the amended Plan are encouraged and may be submitted via the website link, or email to [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov) or by mail to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island Community Development Department, 1 Town Center Court, Hilton Head Island, SC 29928. Comments will be accepted until October 2, 2020. Comments received and responses will be posted on the Town of Hilton Head Island website on Monday, October 5, 2020.

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[www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov)

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**Town of Hilton Head Island Website - Main Page**  
**September 25, 2020**  
**2020 – 2024 CDBG Consolidated Plan Substantial Amendment**  
**5 Day Public Comment Period Notice**

The screenshot shows the Town of Hilton Head Island website's main page. At the top, there is a navigation bar with links for "Government", "Online Services", "Departments", "Our Island", "Public Safety", and "Publications". Below this is a prominent red banner for the "Hilton Head Island COVID-19 Hub" with the sub-header "Individuals Required to Wear Face Coverings in Commercial Business Establishments".

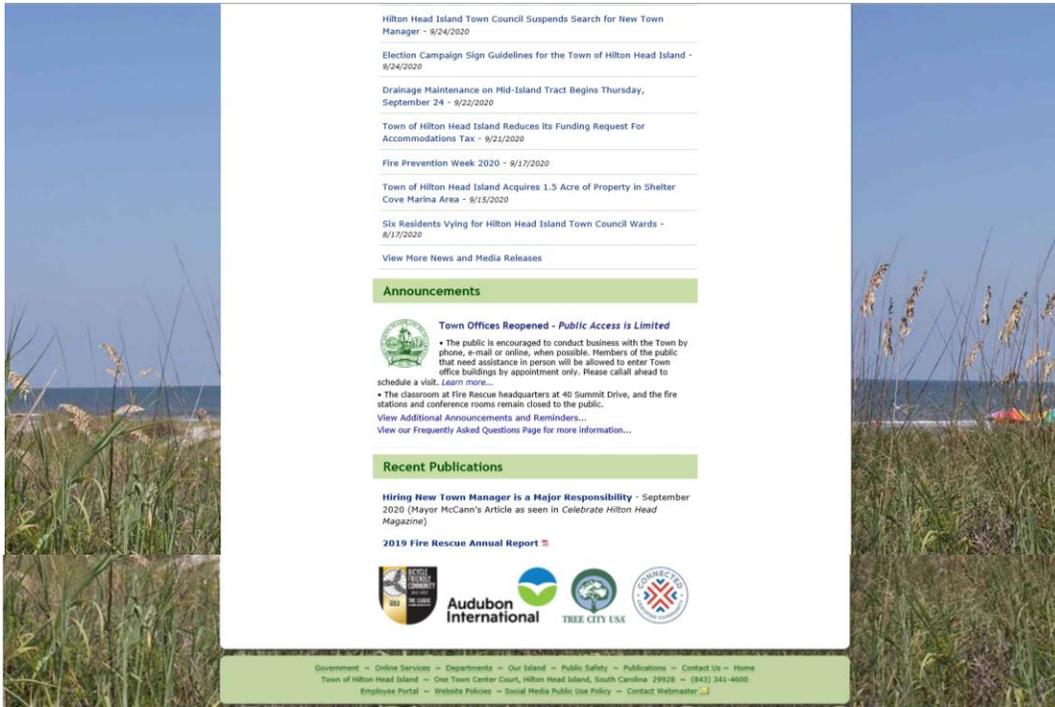
On the left side, there is a "How Do I..." sidebar with a list of actions like "Apply for...", "Contact...", "Find...", "Obtain...", "Pay...", "Participate...", "Register...", "Renew...", "Report...", "Schedule...", "Subscribe to...", "Submit a...", and "View...". Below this is the "Major Initiatives" section, which includes "Town Manager Search", "Census 2020", "Hilton Head Island- Our Plan", "Referendum: Community Investing in Community", "US 278 Gateway Corridor Improvements", and "Workforce Housing Project".

The main content area features several key sections:
 

- E-Subscription Service:** A form for signing up for alerts and updates, including fields for "Subscription Type" (set to Email), "Email Address", and a "Submit" button.
- Hot Topics:** A section with several featured articles:
  - WE ALREADY PAY:** An article about Beaufort County's ordinance to impose a law enforcement charge and uniform user fee to generate \$1.4 million in surplus revenue for the Beaufort County Sheriff's Office.
  - Are You Prepared for Hurricane Season?:** An article stating that the six-month Atlantic Hurricane Season officially begins June 1st and runs through November 30th, advising residents to take actions to lessen a storm's impact.
  - 2020 Municipal Elections:** An article about six residents vying for ward representation on the Hilton Head Island Town Council.
  - Lights Out for Sea Turtles:** An article about the sea turtle nesting season starting in May, advising residents to turn off oceanfront lights by 10 pm to help sea turtles and their hatchlings.
  - The 2020 Census: Shape Your Future:** An article encouraging residents to ensure their town's story is told by responding to the 2020 Census.
- News Releases and Notices:** A section at the bottom highlighting the "Notice of Five (5) Day Public Comment Period - Community Development Block Grant Program (CDBG) Substantial Amendment to 2020 - 2024 Five Year Consolidated Plan - 9/25/2020".

On the right side of the page, there are several utility and information widgets:
 

- Social media icons for Facebook, Twitter, YouTube, LinkedIn, and Instagram.
- Coronavirus Updates, Info & Resources:** A link to more information.
- Open Town Hall HHI:** A link to "Join the discussion!".
- View Public Meetings Live via Facebook:** A link to watch live broadcasts.
- Meeting Broadcasting & Video Archive:** A link to access past meeting recordings.
- CIP Dashboard:** A link to the Capital Improvement Plan dashboard.
- Building & Development:** A link to construction and development resources.
- OFFICE OF CULTURAL AFFAIRS:** A link to cultural events and programs.
- Meeting Calendar:** A calendar view of upcoming meetings.
- Upcoming Meetings:** A list of scheduled meetings, including:
  - Board of Zoning Appeals: 9/28/2020 at 2:30 PM (Virtual Meeting)
  - Community Services & Public Safety Committee: 9/28/2020 at 9:00 AM (Virtual Meeting)
  - Accommodations Tax Advisory Committee: 10/1/2020 at 9:00 AM (Virtual Meeting)
  - Boards, Committees, Commissions: (Virtual Meeting)
  - Sustainability on Hilton Head Island: (Virtual Meeting)



**Town of Hilton Head Island Website**  
**September 25, 2020**  
**2020 – 2024 CDBG Consolidated Plan Substantial Amendment**  
**5 Day Public Comment Period Notice Page**



**Town of Hilton Head Island Website**  
**September 28, 2020**  
**2020 – 2024 CDBG Consolidated Plan Substantial Amendment**  
**5 Day Public Comment Period Notice Page**

The screenshot shows the top portion of the website. The header includes the town logo, navigation links (Government, Online Services, Departments, Our Island, Public Safety, Publications), and a search bar. A red banner reads "Hilton Head Island COVID-19 Hub". Below it, a yellow banner says "Individuals Required to Wear Face Coverings in Commercial Business Establishments". The main content area is titled "Public Notice" and contains the following text:

**Public Notice** Text Size: A A A

**Notice of Five (5) Day Public Comment Period - Community Development Block Grant Program (CDBG) Substantial Amendment to 2020 - 2024 Five Year Consolidated Plan**

**Release Date:** September 25, 2020

**Contact Information:**  
Marcy Benson [@](mailto:marcyb@hiltonheadislandsc.gov), Senior Grants Administrator, 843-341-4689

Notice is hereby given the Town of Hilton Head Island proposes to amend its Community Development Block Grant 2020 - 2024 Five Year Consolidated Plan. This substantial amendment proposes to add the third round of CDBG-CV funding allocation to program year 2020. **The amended Consolidated Plan will be available for review and comment for five (5) days from Monday, September 28, 2020 through Friday, October 2, 2020.** A copy of the amended Plan will be available for review via the Town of Hilton Head Island website at: [www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov) beginning September 28, 2020. Written comments on the amended Plan are encouraged and may be submitted via the website link, or email to [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov) or by mail to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island Community Development Department, 1 Town Center Court, Hilton Head Island, SC 29928. **Comments will be accepted until October 2, 2020.** Comments received and responses will be posted on the Town of Hilton Head Island website on Monday, October 5, 2020.

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[View the Draft 2020-2024 Consolidated Plan for the CDBG Program](#)  
[Submit a Comment online](#)

The screenshot shows the "Public Comment" section of the website. It includes a sidebar with "Submit Comment Online" and "Boards, Committees, and Commissions". The main content area is titled "Public Comment" and contains the following text:

**Public Comment**

The following topics are currently open for public comment. To submit a comment online, please select the button below and then select your topic and complete the provided comment form.

**Notice of Five (5) Day Public Comment Period - Community Development Block Grant Program (CDBG) Substantial Amendment to 2020 - 2024 Five Year Consolidated Plan**

Notice is hereby given the Town of Hilton Head Island proposes to amend its Community Development Block Grant 2020 - 2024 Five Year Consolidated Plan. This substantial amendment proposes to add the third round of CDBG-CV funding allocation to program year 2020. **The amended Consolidated Plan will be available for review and comment for five (5) days from Monday, September 28, 2020 through Friday, October 2, 2020.** A copy of the amended Plan will be available for review via the Town of Hilton Head Island website at [www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov) beginning September 28, 2020. Written comments on the amended Plan are encouraged and may be submitted via the website link, or email to [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov) or by mail to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island Community Development Department, 1 Town Center Court, Hilton Head Island, SC 29928. **Comments will be accepted until October 2, 2020.** Comments received and responses will be posted on the Town of Hilton Head Island website on Monday, October 5, 2020.

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[DRAFT - Draft 2020-2024 Consolidated Plan for the CDBG Program](#)

[Submit Comment Online](#)

## Benson Marcy

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**From:** Phillips Rene  
**Sent:** Monday, September 28, 2020 8:08 AM  
**To:** Benson Marcy  
**Subject:** FW: Courtesy Copy: Five Day Public Comment Period - CDBG Substantial Amendment to 2020 - 2024 Five Year Consolidated Plan

René Phillips, CGDSP, CIW  
Website Administrator  
Town of Hilton Head Island  
One Town Center Court  
Hilton Head Island, SC 29928  
843-341-4792  
[www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov)

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**From:** Town of Hilton Head Island [mailto:updates@secure.hiltonheadislandsc.gov]  
**Sent:** Monday, September 28, 2020 8:07 AM  
**To:** Spinella Kelly <kellys@hiltonheadislandsc.gov>; Phillips Rene <reneh@hiltonheadislandsc.gov>; Grant Carolyn <carolyng@hiltonheadislandsc.gov>  
**Subject:** Courtesy Copy: Five Day Public Comment Period - CDBG Substantial Amendment to 2020 - 2024 Five Year Consolidated Plan

**THIS MESSAGE ORIGINATED OUTSIDE YOUR ORGANIZATION**

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**This is a courtesy copy of an email bulletin sent by Rene Phillips.**

**This bulletin was sent to the following groups of people:**

Subscribers of Legal Notices (2884 recipients)

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## **Notice of Five (5) Day Public Comment Period Community Development Block Grant Program (CDBG) Substantial Amendment to 2020 - 2024 Five Year Consolidated Plan**

---

Notice is hereby given the Town of Hilton Head Island proposes to amend its Community Development Block Grant 2020 -2024 Five Year Consolidated Plan. This substantial amendment proposes to add the third round of CDBG-CV funding allocation to program year 2020. The amended Consolidated Plan will be available for review and comment for five (5) days from Monday, September 28, 2020 through Friday, October 2, 2020. A copy of the amended Plan will be available for review via the Town of Hilton Head Island website at [www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov) beginning September 28, 2020. Written comments on the amended Plan are encouraged and may be submitted via the website link, or email to [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov) or by mail to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island Community Development Department, 1 Town Center Court, Hilton Head Island, SC 29928. Comments will be accepted until October 2, 2020. Comments received and responses will be posted on the Town of Hilton Head Island website on Monday, October 5, 2020.

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[View the Draft 2020-2024 Consolidated Plan for the CDBG Program](#)

[Submit a Comment online](#)



[www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov)

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Public Comment Summary  
For the Town of Hilton Head Island  
Community Development Block Grant (CDBG)  
Substantial Amendment 2020- 2024 Consolidated Plan

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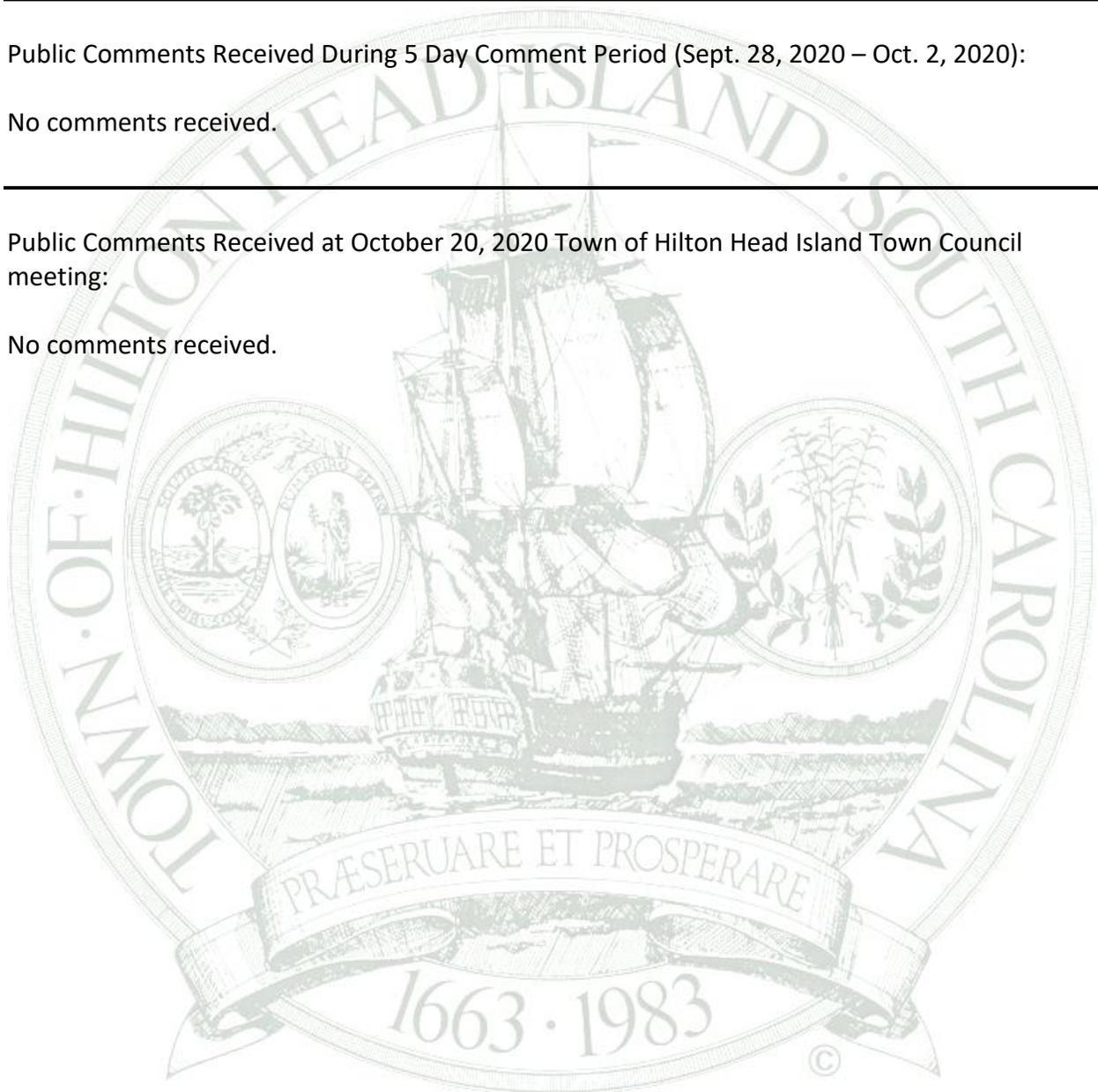
Public Comments Received During 5 Day Comment Period (Sept. 28, 2020 – Oct. 2, 2020):

No comments received.

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Public Comments Received at October 20, 2020 Town of Hilton Head Island Town Council meeting:

No comments received.



**NOTICE OF PUBLIC MEETING AND  
FIVE (5) DAY PUBLIC COMMENT PERIOD  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)  
SUBSTANTIAL AMENDMENT TO 2020 – 2024 FIVE YEAR  
CONSOLIDATED PLAN**

Notice is hereby given that the Town of Hilton Head Island proposes to amend its Community Development Block Grant 2020 – 2024 Five Year Consolidated Plan. This substantial amendment proposes to add the reallocation of additional CDBG-CV funds to program year 2020. A public meeting to present the amended plan will be held on June 30, 2022, at 5:00pm at the Hilton Head Island Town Hall, Benjamin M. Racusin Council Chambers, 1 Town Center Court, Hilton Head Island, South Carolina. The amended Consolidated Plan will be available for review and comment for five (5) days from Thursday, June 30, 2022, through Tuesday, July 5, 2022. A copy of the amended Plan will be available for review via the Town of Hilton Head Island website at <https://www.hiltonheadislandsc.gov/>. Written comments on the amended Plan are encouraged and may be submitted via the website link, or by email to [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov) or by mail to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island Community Development Department, 1 Town Center Court, Hilton Head Island, SC 29928.

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**Town of Hilton Head Island Website - Main Page**  
**June 27, 2022**  
**2020 – 2024 CDBG Consolidated Plan Substantial Amendment**  
**Public Meeting and 5 Day Public Comment Period Notice**

The screenshot shows the Hilton Head Island website's main page. At the top, there is a navigation bar with the town's logo and name, and links for 'Government', 'Business & Development', 'Our Island', 'Public Safety', 'How Do I...', and 'Subscribe'. A secondary navigation bar includes 'Sito en Español', 'Jobs', and 'Contact Us'. Below the navigation is a large banner image of a park path. To the right of the banner are social media icons for Twitter, Instagram, Facebook, YouTube, LinkedIn, and Nextdoor. The main content area is titled 'News and Announcements' and features two news items. The first item is a 'PUBLIC NOTICE' regarding a public meeting for a CDBG amendment, dated June 27, 2022. The second item is 'Ben Brown Named Senior Advisor to Hilton Head Island Town Manager', dated June 23, 2022. On the right side, there are two sidebars: 'Contact Info' for Carolyn Grant, Communications Director, and 'Connect with Us' with the website URL and an e-subscription service link.

## News and Announcements

**PUBLIC NOTICE**

**Notice of Public Meeting and Five Day Public Comment Period Community Development Block Grant Program (CDBG)**

**Substantial Amendment To 2020 - 2024 Five Year Consolidated Plan**

June 27, 2022



**Ben Brown Named Senior Advisor to Hilton Head Island Town Manager**

June 23, 2022

### Contact Info

**Carolyn Grant**  
Communications Director

1 Town Center Court  
Hilton Head Island, SC 29928

📞 843-341-4618

✉️ [CarolynG@hiltonheadislandsc.gov](mailto:CarolynG@hiltonheadislandsc.gov)

### Connect with Us

[www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov)

🔔 E-Subscription Service

**Town of Hilton Head Island Website**  
**June 27, 2022**  
**2020 – 2024 CDBG Consolidated Plan Substantial Amendment**  
**Public Meeting and 5 Day Public Comment Period Notice Page**

Public Notice - Notice of Public Meeting x +  
hiltonheadislandsc.gov/news/news.cfm?NewsID=1888

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Government Business & Development Our Island Public Safety How Do I... Subscribe

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## Public Notice

### Notice of Public Meeting and Five Day Public Comment Period Community Development Block Grant Program (CDBG)

#### Substantial Amendment To 2020 - 2024 Five Year Consolidated Plan

June 27, 2022

Notice is hereby given that the Town of Hilton Head Island proposes to amend its Community Development Block Grant 2020 - 2024 Five Year Consolidated Plan. This substantial amendment proposes to add the reallocation of additional CDBG-CV funds to program year 2020.

A public meeting to present the amended plan will be held on June 30, 2022, at 5:00 pm at the Hilton Head Island Town Hall, Benjamin M. Racusin Council Chambers, 1 Town Center Court, Hilton Head Island, South Carolina.

The amended Consolidated Plan will be available for review and comment for five days from Thursday, June 30, 2022, through Tuesday, July 5, 2022. A copy of the amended Plan will be available for review via the Town of Hilton Head Island website at [www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov).

Written comments on the amended Plan are encouraged and may be submitted via the website link, or by email to [MarcyB@hiltonheadislandsc.gov](mailto:MarcyB@hiltonheadislandsc.gov) or by mail to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island Community Development Department, 1 Town Center Court, Hilton Head Island, SC 29928.

The Town of Hilton Head Island does not discriminate on the basis of age, color, religion, sex, national origin, familial status or disability in the admission or access to, or treatment or employment in its federally assisted programs or activities.

Marcy Benson, Senior Grants Administrator has been designated to coordinate compliance with the nondiscrimination requirements contained in the U.S. Department of Housing and Urban Development's regulations. She may be reached at the email address listed above or by phone at 843-341-4689.

**Contact**  
Marcy Benson, Senior Grants Administrator  
843-341-4689  
[MarcyB@hiltonheadislandsc.gov](mailto:MarcyB@hiltonheadislandsc.gov)

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Contact Webmaster

**Hilton Head Island**  
1 Town Center Court  
Hilton Head Island, SC 29928  
843-341-4600  
8 am - 4:30 pm Monday - Friday

**Stay Connected**  
f i t y in

## Benson Marcy

---

**From:** Spinella Kelly  
**Sent:** Tuesday, June 28, 2022 8:39 AM  
**To:** Benson Marcy; Web Postings  
**Subject:** Re: CDBG Consolidated Plan Amendment Public Notice

Here you go!

Thank you

**From:** Town of Hilton Head Island <updates@secure.hiltonheadislandsc.gov>  
**Date:** Monday, June 27, 2022 at 11:05 AM  
**To:** Spinella Kelly <kellys@hiltonheadislandsc.gov>, Phillips Rene <renep@hiltonheadislandsc.gov>, Grant Carolyn <carolyng@hiltonheadislandsc.gov>, McEwen, Jenn <jenm@hiltonheadislandsc.gov>  
**Subject:** Courtesy Copy: Notice of Public Meeting and Five Day Public Comment Period for CDBG Grant Program

**THIS MESSAGE ORIGINATED OUTSIDE YOUR ORGANIZATION**

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**This is a courtesy copy of an email bulletin sent by Carolyn Grant.**

**This bulletin was sent to the following groups of people:**

Subscribers of Legal Notices (3089 recipients)

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**NOTICE OF PUBLIC MEETING AND  
FIVE (5) DAY PUBLIC COMMENT PERIOD  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
(CDBG)  
SUBSTANTIAL AMENDMENT TO 2020 – 2024 FIVE YEAR  
CONSOLIDATED PLAN**

Notice is hereby given that the Town of Hilton Head Island proposes to amend its Community Development Block Grant 2020 – 2024 Five Year Consolidated Plan. This substantial amendment proposes to add the reallocation of additional CDBG-CV funds to program year 2020. A public meeting to present the amended plan will be held on June 30, 2022, at 5:00 p.m. at the Hilton Head Island Town Hall, Benjamin M. Racusin Council Chambers, 1 Town Center Court, Hilton Head Island, South Carolina.

The amended Consolidated Plan will be available for review and comment for five (5) days from Thursday, June 30, 2022, through Tuesday, July 5, 2022. A copy of the amended Plan will be available for review via the Town of Hilton Head Island website at <https://www.hiltonheadislandsc.gov/>. Written comments on the amended Plan are encouraged and may be submitted via the website link, or by email to [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov) or by mail to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island Community Development Department, 1 Town Center Court, Hilton Head Island, SC 29928.

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Administrator has been designated to coordinate compliance with the nondiscrimination requirements contained in the U.S. Department of Housing and Urban Development's regulations. She may be reached at the email address listed above or by phone at (843) 341-4689.

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Please visit the link below to view the plan and comment.

<https://hiltonheadislandsc.gov/CDBG/>



[www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov)

STAY CONNECTED:



 SHARE

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**Kelly Spinella**

COMMUNICATIONS + MARKETING ADMINISTRATOR

Office: [\(843\) 341-4638](tel:8433414638)

Mobile: [\(843\) 816-1966](tel:8438161966)

Website: [hiltonheadislandsc.gov](http://hiltonheadislandsc.gov)

Address: Town of Hilton Head Island  
1 Town Center Court  
Hilton Head Island, SC 29928



**From:** Benson Marcy <MarcyB@hiltonheadislandsc.gov>  
**Date:** Tuesday, June 28, 2022 at 8:37 AM  
**To:** Web Postings <webpostings@hiltonheadislandsc.gov>  
**Subject:** RE: CDBG Consolidated Plan Amendment Public Notice

Webpostings,

I see the public notice for the CDBG Consolidated Plan Amendment was posted yesterday, thank you. May I also get a copy of the eBlast that was sent out?

Thanks,



**Marcy Benson**

SENIOR GRANTS ADMINISTRATOR

Office: (843) 341-4689

Website: [hiltonheadislandsc.gov](http://hiltonheadislandsc.gov)

Address: Town of Hilton Head Island  
1 Town Center Court  
Hilton Head Island, SC 29928



**From:** Benson Marcy  
**Sent:** Thursday, June 23, 2022 9:53 AM  
**To:** Web Postings <webpostings@hiltonheadislandsc.gov>  
**Cc:** Colin Shawn <shawnc@hiltonheadislandsc.gov>  
**Subject:** CDBG Consolidated Plan Amendment Public Notice

Webpostings,

I'm requesting the attached CDBG 2020 – 2024 Consolidated Plan substantial amendment comment period and meeting public notice be posted on the Town's website on **Monday, June 27<sup>th</sup>** and an eBlast of this notice go out on the same date.

Once I have the final draft of the amended plan approved from management, I will forward it to you in a PDF so it can be attached to the public notice by the June 30<sup>th</sup> comment period start date. Once I have sent the PDF for posting on the

notice, please include a comment submittal button so I can generate a comment summary. The comment periods ends at 11:59pm on July 5<sup>th</sup> .

Please let me know if you have any questions.

Thanks for your help!



**Marcy Benson**

SENIOR GRANTS ADMINISTRATOR

Office: (843) 341-4689

Website: [hiltonheadislandsc.gov](http://hiltonheadislandsc.gov)

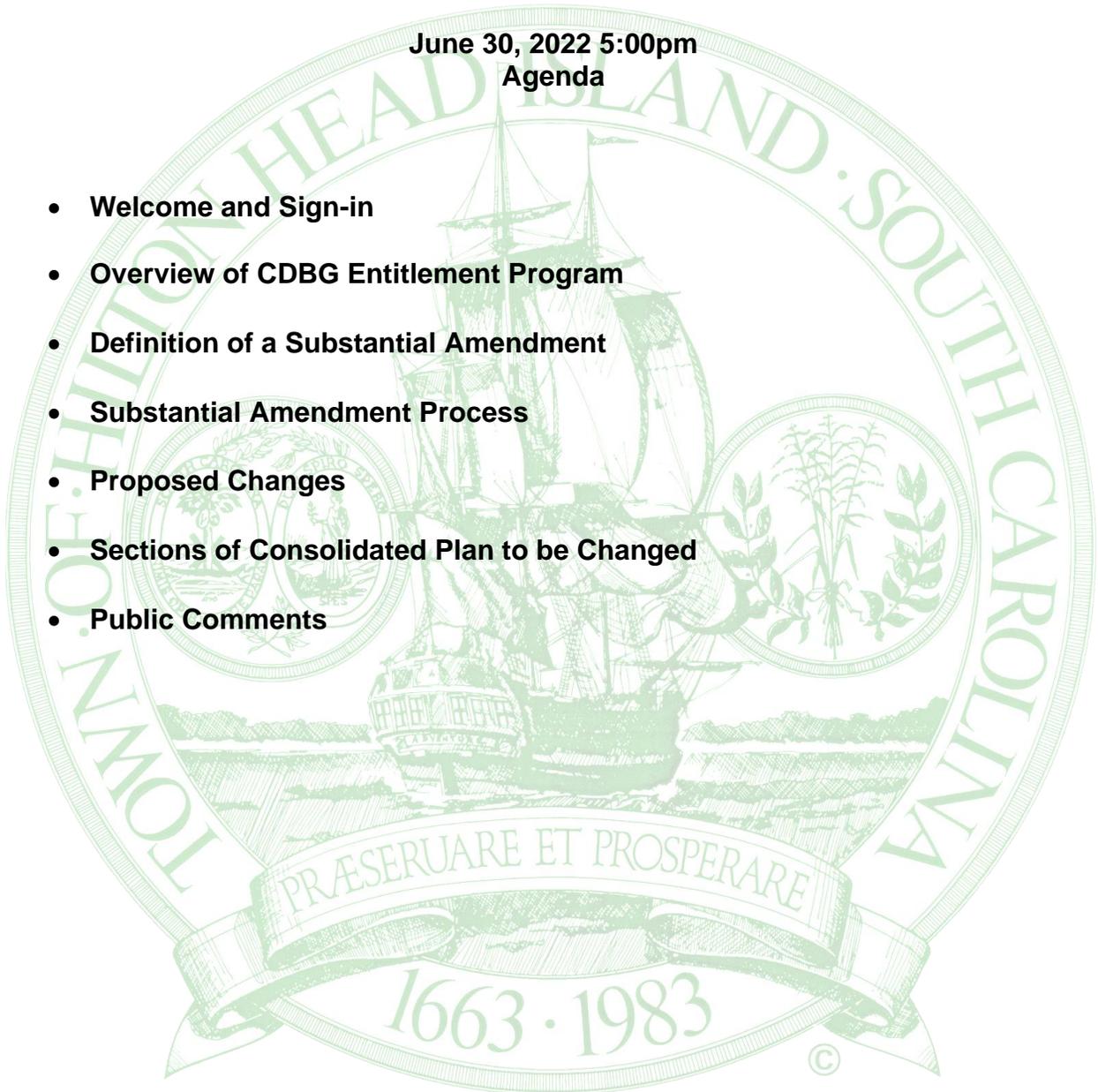
Address: Town of Hilton Head Island  
1 Town Center Court  
Hilton Head Island, SC 29928

**Town of Hilton Head Island  
2020 – 2024 Consolidated Plan Substantial Amendment**

**Community Development Block Grant (CDBG)  
Entitlement Program**

**June 30, 2022 5:00pm  
Agenda**

- **Welcome and Sign-in**
- **Overview of CDBG Entitlement Program**
- **Definition of a Substantial Amendment**
- **Substantial Amendment Process**
- **Proposed Changes**
- **Sections of Consolidated Plan to be Changed**
- **Public Comments**





# Town of Hilton Head Island

## Community Development Block Grant (CDBG)

### 2020 – 2024 Five-Year Consolidated Plan

### Substantial Amendment

*Public Meeting*  
*June 30, 2022*

Marcy Benson  
Senior Grants Administrator

# Community Development Block Grant Entitlement Program (CDBG)

- Federal grant program administered by HUD.
- Provides annual grants on a formula basis.
- Funds are to be used to benefit low-and-moderate income persons.
- Town of Hilton Head Island began participating in program in 2015.



# What is a Substantial Amendment?

When activities are to be added, deleted, or substantially changed in terms of purpose, scope, location or beneficiaries.



# Substantial Amendment Process

- Town staff drafted an amended Plan.
- 5-day public comment period.
- Public comments will be reviewed.
- Amended plan presented to Town Council.
- Amended plan submitted to HUD.



# What Are Proposed Changes?

This substantial amendment proposes to:

- Accept reallocated 2020 CDBG-CV funds
- Designate the reallocated funds to public services activities and administrative services



# Amended Sections of 2020 – 2024 Consolidated Plan

The following sections of the 2020 – 2024 Consolidated Plan have been revised to reflect the proposed amendment:

- ES-05 Executive Summary
- PR-15 Citizen Participation
- SP-05 Strategic Plan Overview
- SP-35 Anticipated Resources
- SP-40 Institutional Delivery Structure
- SP-45 Goals Summary
- AP-15 Expected Resources
- AP-20 Annual Goals and Objectives
- AP-35 Projects
- AP-38 Project Summary



# Public Comment Period

**June 30 through July 5, 2022**

- Town website: [www.hiltonheadislandsc.gov/](http://www.hiltonheadislandsc.gov/)
- Email to: [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov)
- U.S. mail to: Marcy Benson  
Senior Grants Administrator  
Town of Hilton Head Island  
1 Town Center Court  
Hilton Head Island, SC 29928





# Thank you!

Marcy Benson  
Senior Grants Administrator

*[Marcyb@hiltonheadislandsc.gov](mailto:Marcyb@hiltonheadislandsc.gov)*

**Public Meeting Minutes**  
**Public Meeting to Solicit Comments and Discuss**  
**Community Development Block Grant (CDBG) Entitlement Program**  
**2020- 2024 Consolidated Plan Substantial Amendment**

**Thursday, June 30, 2022, 5:00pm**  
**Town of Hilton Head Island, Town Hall**

**Present:**       **Town Staff: Marcy Benson, Senior Grants Administrator;**  
                  **Public Attendees: See attached sign-in sheets**

Marcy Benson, Senior Town Grants Administrator began the public meeting at approximately 5:00pm. A power point presentation was given describing the CDBG Entitlement Program, the amount of reallocated CDBG-CV funding available from HUD, the need for a substantial amendment, and the proposed changes to be made to the Town of Hilton Head Island Five-Year Consolidated Plan.

There was public discussion on the proposed activities to be funded with the reallocated CDBG-CV funds and no comments were submitted.

At the conclusion of the meeting attendees were reminded comments will be taken until July 5, 2022.

Attendees were thanked for their participation and the public meeting adjourned at 5:15pm.

# PLEASE SIGN IN:

NAME	MAILING ADDRESS	EMAIL ADDRESS
HERMERT FORD	[REDACTED]	[REDACTED]
BEN MARZ		

Public Comment Summary  
For the Town of Hilton Head Island  
Community Development Block Grant (CDBG)  
2020 – 2024 Consolidated Plan  
Substantial Amendment

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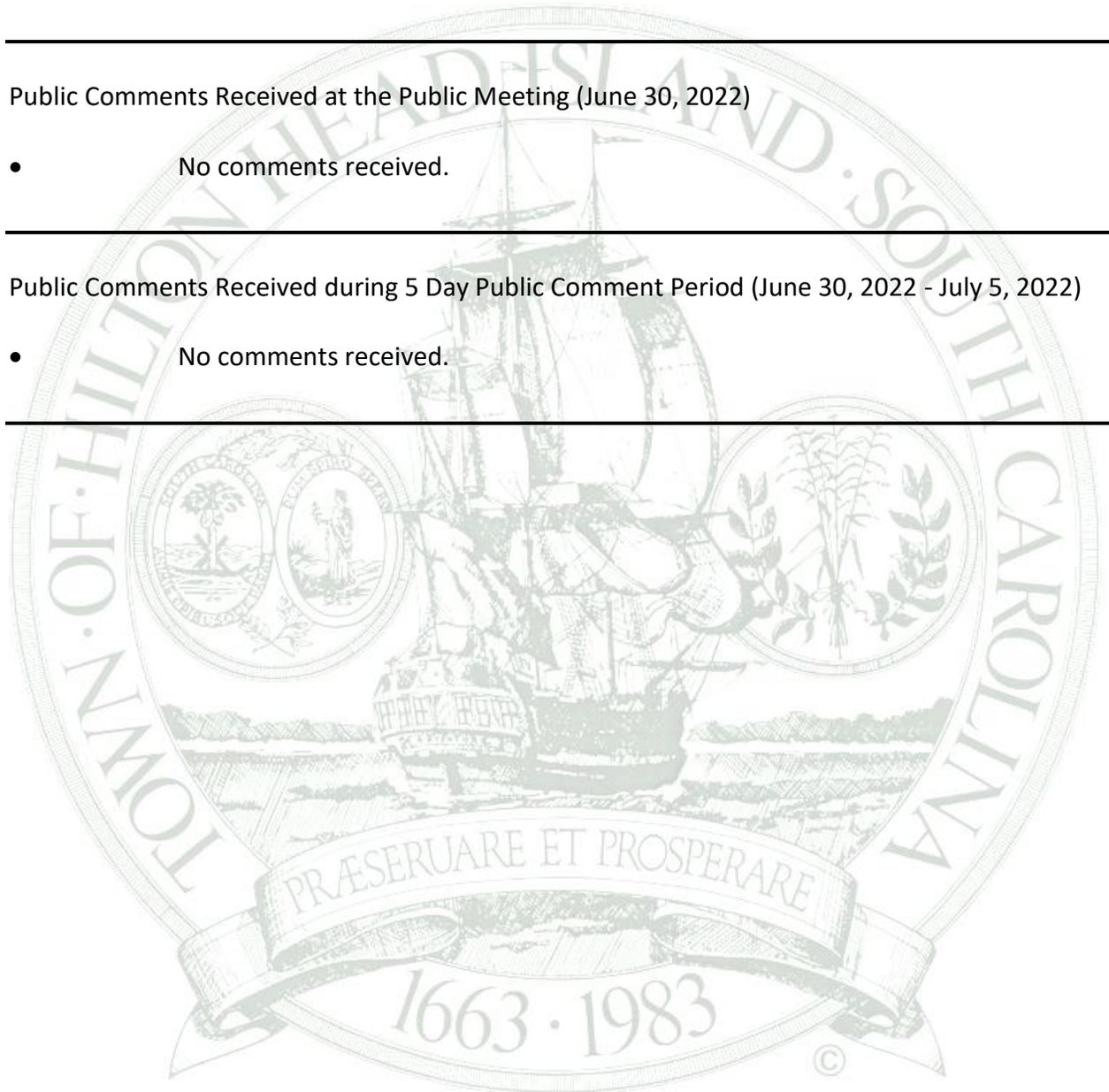
Public Comments Received at the Public Meeting (June 30, 2022)

- No comments received.

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Public Comments Received during 5 Day Public Comment Period (June 30, 2022 - July 5, 2022)

- No comments received.
- 





# CDBG 2020-2024 Consolidated Plan Substantial Amendment

July 5, 2022, 5:44 PM

## Contents

i.	Introduction	2
ii.	Summary of registered comments	3
iii.	Survey questions	4
iv.	Individual registered comments	5

## **CDBG 2020-2024 Consolidated Plan Substantial Amendment**

The Town is accepting comments on the proposal to amend its Community Development Block Grant 2020 – 2024 Five Year Consolidated Plan. This substantial amendment proposes to add the reallocation of additional CDBG-CV funds to program year 2020.

## **Introduction**

The Town of Hilton Head Island proposes to amend its Community Development Block Grant 2020 - 2024 Five Year Consolidated Plan. This substantial amendment proposes to add the reallocation of additional CDBG-CV funds to program year 2020.

A public meeting to present the amended plan will be held on June 30, 2022, at 5 pm at the Hilton Head Island Town Hall, Benjamin M. Racusin Council Chambers, 1 Town Center Court, Hilton Head Island, South Carolina.

The amended Consolidated Plan will be available for review and comment for five days from Thursday, June 30, 2022, through Tuesday, July 5, 2022. A copy of the amended Plan will be available for review via the Town of Hilton Head Island website at [www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov).

Written comments on the amended Plan are encouraged and may be submitted via the website link, or by email to [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov) or by mail to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island Community Development Department, 1 Town Center Court, Hilton Head Island, SC 29928.

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## CDBG 2020-2024 Consolidated Plan Substantial Amendment

The Town is accepting comments on the proposal to amend its Community Development Block Grant 2020 – 2024 Five Year Consolidated Plan. This substantial amendment proposes to add the reallocation of additional CDBG-CV funds to program year 2020.

## Summary Of Registered Comments

<b>As of July 5, 2022, 5:44 PM, this forum had:</b>	<b>Topic Start</b>	<b>Topic End</b>
Attendees: 5	June 30, 2022, 8:08 AM	July 5, 2022, 4:30 PM
Registered Comments: 0		
Minutes of Public Comment: 0		

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### QUESTION 1

#### **Name**

No response

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### QUESTION 2

#### **Do you have any comments regarding the proposed CDBG 2020-2024 Consolidated Plan substantial amendment?**

No response

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## **CDBG 2020-2024 Consolidated Plan Substantial Amendment**

The Town is accepting comments on the proposal to amend its Community Development Block Grant 2020 – 2024 Five Year Consolidated Plan. This substantial amendment proposes to add the reallocation of additional CDBG-CV funds to program year 2020.

## **Survey Questions**

QUESTION 1

**Name**

QUESTION 2

**Do you have any comments regarding the proposed CDBG 2020-2024 Consolidated Plan substantial amendment?**

### **CDBG 2020-2024 Consolidated Plan Substantial Amendment**

The Town is accepting comments on the proposal to amend its Community Development Block Grant 2020 – 2024 Five Year Consolidated Plan. This substantial amendment proposes to add the reallocation of additional CDBG-CV funds to program year 2020.

## **Individual Registered Comments**



## TOWN OF HILTON HEAD ISLAND

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### *Staff Report Memo*

TO: Finance and Administrative Committee  
FROM: John M. Troyer, Director of Finance  
VIA: Marc Orlando, Town Manager  
CC: Cindaia Ervin, Krista Wiedmeyer  
DATE: February 1, 2022  
SUBJECT: Financial Update

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**Recommendation:** Staff recommends that Finance Department continue to monitor Town Revenues and Expenditures and to ***provide monthly updates to the Finance & Administrative Committee for their review and discussion.***

**Summary:** As part of the pandemic response, Town Management identified the importance of monitoring revenue and expenditure items in a pandemic environment. Close monitoring can provide the ability to respond timely to changing economic realities.

To provide Town Council as clear a picture of the Town's revenue collections and financial position, I plan to give Finance and Administrative Committee an update during their next meeting of the committee. I plan to give a preview of year-to-date results. This will give the Finance and Administrative Committee a continuing look at Town financial position and provide a forum for discussions. We will continue those discussions monthly to ensure the Town is appropriately positioned in this economic environment.

**Background:** As Town Council considered the proposed budget for FY 2021, one issue at the forefront of the discussion was the economic uncertainties due to the impact of the COVID-19 pandemic -- which prompted the need for more frequent financial updates. Now the Town is into FY 2022, and the pandemic is still not behind us. The financial updates need to continue at least until the COVID threat is contained, and probably much beyond. Town Council recognized that even after the budget was adopted for FY2022, continuing the close monitoring of the revenue collections and spending would continue to be important again this year.