



Town of Hilton Head Island
**PUBLIC PLANNING
COMMITTEE MEETING**
Thursday, March 9, 2023, 10:00 AM
AGENDA

The Public Planning 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 YouTube Channel](#), 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. **Appearance by Citizens:** Citizens who wish to address the Committee may do so by contacting the Town Clerk at 843.341.4646, no later than 4:30 p.m., Wednesday, March 8, 2023. Citizens may also submit written comments on the agenda item via the [Open Town Hall Portal](#).
5. **Unfinished Business**
 - a. Discussion and Presentation of the Land Management Ordinance Assessment and Amendments Timeline
6. **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

Public Planning Committee

TO: Public Planning Committee
FROM: Missy Luick, Assistant Community Development Director
VIA: Shawn Colin, Assistant Town Manager – Community Development
DATE: March 2, 2023
SUBJECT: Discussion and presentation of Land Management Ordinance
Assessment and Amendments Timeline

BACKGROUND:

The Town of Hilton Head Island conducted a critical review of its Land Management Ordinance (LMO) aided by a code assessment consultant. The code assessment identified core strengths, weaknesses, opportunities, and threats (SWOT) of existing code regulations. In mid-January, key staff members and the code consultant team met for three days to critically review the SWOT analysis report, identify code deficiencies, and strategize a plan to update the LMO.

The LMO Amendments Plan is comprised of five phases. Attachment 1 provides a detailed review of what will be included in each phase.

- Phase 1 incorporates amendments that are already in process. This amendment set will come before Town Council for second reading on March 7, 2023.
 - Remove staff granted waivers and amend some standards
 - Allow variances from all sections of the LMO other than use, density or height
 - Allow outdoor screened bike storage in the Light Commercial and Community Commercial zoning districts and provide more specificity related to screening
 - Provide clarification in the Manufacturing use classification as it relates to the size of a brewery
 - Replace using June traffic counts with July traffic counts for Traffic Impact Analysis Plan Standards
 - Change when/how plantings are required on single family lots in buffers as part of a subdivision Certificate of Compliance
 - Amend the definition of changeable copy to allow signs to be changed electronically with limitations on frequency and timing
 - Amend the measurement for height calculation
 - Add that owners' consent is required for minor subdivisions as it is currently listed as being exempt
 - Require a public hearing for subdivision amendments.

- Phase 2 is the portion from Phase 1 that was remanded for revisions.
 - Section 16-2-103.F: Provide standards for deviations from previously platted subdivisions.
- Phase 3 is intended to address a few small changes to definitions needed for clarification.
 - Definition for single-family
 - Definition for multifamily
 - Eliminate divisible dwelling units
- Phase 4 will address residential and commercial development, design standards, and natural resource regulations.
 - Administrative application and procedural changes.
 - Creation of sustainable development incentives.
 - Updated residential and commercial site design standards including context sensitive design, neighborhood scale elements, and pedestrian connectivity.
 - Addition of design guidance graphics.
 - Modified traffic impact analysis methodology.
 - Parking standards, signage standard updates.
 - Best-in-class stormwater requirements and manual.
 - Strengthening of wetland, beach, dune, and tree regulations.
- Phase 5 will include a comprehensive review of all chapters, overall code organization, user-friendliness of the code, and will incorporate amendments to further align the LMO with *Our Plan* and integrate the district planning outcomes through the Town's Growth Framework and District Plan.
 - Comprehensive review of all LMO chapters.
 - Overall code organization.
 - User-friendliness of the code.
 - Incorporate amendments to align with Out Plan.
 - Integration of Growth Framework and District Planning outcomes with the LMO.

The amendment content presented in the first four phases correlates directly with input received from the Island community and neighborhoods. Phase 5 will build on the preceding community engagement activities from the Growth Framework and District Plan initiative process. Feedback provided by the community will be incorporated in addition to public hearings and public meetings that are a part of the LMO amendment approval process. Attachment 2 is the critical path calendar anticipated for this phased amendment process. A summary of the critical path is below:

- Phases 1 and 2- November 2022 - March 2023
- Phase 3- March 2023 - May 2023
- Phase 4- May 2023 - October 2023
- Phase 5- December 2023 - April 2024

The proposed LMO changes create efficiencies, practical expectations, and effective processes for staff and applicants. In addition to the comprehensive LMO amendments plan, staff is overhauling the development review process. The development plan review

program is now a team approach. Plans will be reviewed by an internal plan review team, by the Planning Commission and by Town Council with the expectation that the team and public review process input will result in better site design.

SUMMARY:

The Town of Hilton Head Island conducted a critical review of its Land Management Ordinance (LMO) and plans to amend the LMO to incorporate policy changes to the code to address administrative processes, residential and commercial development, design standards, and natural resource regulations and to bring the LMO into alignment with the comprehensive plan, *Our Plan*, while incorporating the growth framework and district planning recommendations.

ATTACHMENTS:

1. LMO Amendment Plan Details by Phase
2. LMO Amendment Plan Critical Path

Attachment 1

1	<p>PHASE 1</p> <ul style="list-style-type: none">• Remove staff granted waivers and amend some standards.• Allow variances from all sections of the LMO other than use, density or height.• Allow outdoor screened bike storage in the Light Commercial and Community Commercial zoning districts and provide more specificity related to screening.• Provide clarification in the Manufacturing use classification as it relates to the size of a brewery.• Replace using June traffic counts with July traffic counts for Traffic Impact Analysis Plan Standards.• Change when/how plantings are required on single family lots in buffers as part of a subdivision Certificate of Compliance.• Amend the definition of changeable copy to allow signs to be changed electronically with limitations on frequency and timing.• Amend the measurement for height calculation.• Add that owners' consent is required for minor subdivisions as it is currently listed as being exempt.• Require a public hearing for subdivision amendments.
2	<p>PHASE 2</p> <ul style="list-style-type: none">• Section 16-2-103.F: Provide standards for deviations from previously platted subdivisions.
3	<p>PHASE 3</p> <ul style="list-style-type: none">• Definition for single-family.• Definition for multifamily.• Eliminate divisible dwelling units.
4	<p>PHASE 4</p> <ul style="list-style-type: none">• Administrative application and procedural changes.• Creation of sustainable development incentives.• Updated residential and commercial site design standards including context sensitive design, neighborhood scale elements and pedestrian connectivity.• Addition of design guidance graphics.• Modified traffic impact analysis methodology.• Parking standards, signage standard updates.• Best-in-class stormwater requirements and manual.• Strengthening of wetland, beach, dune, and tree regulations.
5	<p>PHASE 5</p> <ul style="list-style-type: none">• Review of all LMO chapters.• Review of overall organization.• Review of user-friendliness of the code.• Alignment with Our Plan.• Integration of outcomes from Growth Framework and District Plan initiative.

Attachment 2

LMO Amendment Plan: Critical Path

Phase	2022			2023												2024					
	Q4			Q1			Q2			Q3			Q4			Q1			Q2		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
1		11/1: LMO of PC	12/21: PC	01/26: PPC	02/14: TC WKSP 02/21: TC-1	03/07: TC-2															
2		11/1: LMO of PC	12/21: PC	01/26: PPC	02/14: TC WKSP	03/07: TC-1 03/08: PC 03/21: TC-2															
3						03/15: PC	04/13: PPC	05/02: TC-1 05/16: TC-2													
4								PC-1	PC-2	PPC	TC WKSP	TC-1	TC-2								
5							GROWTH FRAMEWORK AND DISTRICT PLAN INITIATIVE							PC		PPC	TC-1	TC-2			