



The Town of Hilton Head Island

Regular Town Council Meeting

June 6, 2017

4:00 P.M. EXECUTIVE SESSION

5:00 P.M. REGULAR MEETING

BENJAMIN M. RACUSIN COUNCIL CHAMBERS AGENDA

**As a courtesy to others please turn off/silence ALL mobile devices during the
Town Council Meeting, Thank You.**

- 1) Call to Order**
- 2) FOIA Compliance** – Public notification of this meeting has been published, posted and distributed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.
- 3) Executive Session**
 - a) Land Acquisition**
Discussion of negotiations incident to the proposed sale, lease or purchase of property:
 - i) Related to property in the Cordillo Parkway area
 - b) Legal Matters**
The receipt of legal advice related to pending, threatened or potential claim related to:
 - i) Karen Watson vs. Town of Hilton Head Island
 - ii) Pending litigation – ArborNature appeal
 - iii) Potential litigation – LMO matter in the North Forest Beach area
 - c) Personnel Matters**
 - i) Appointments to Boards and Commissions
 - d) Contractual Matters**
Discussion of negotiations incident to proposed contractual arrangements related to:
 - i) POA Sub-Area Drainage Agreement within Hilton Head Plantation
 - ii) Shelter Cove Development Agreement
- 4) Pledge to the Flag – 5:00 p.m.**
- 5) Invocation**
- 6) Proclamations and Commendations**
 - a) Alzheimer's & Brain Awareness Month**
- 7) Approval of Minutes**
 - a) Town Council Budget Workshop & Special Meeting, May 9, 2017**
 - b) Town Council Meeting, May 16, 2017**

8) Report of Town Manager

- a) Hilton Head Island – Our Future: Monthly Update
- b) Annual Report of the Hazard Mitigation Plan
- c) Hurricane Season Update
- d) Bradley Circle Zoning Issue Update
- e) Town Manager’s Items of Interest
 - i) Town News
 - *Public Hearing/Special Meeting for Budget Wrap Up June 13, 2017 at 6:00 p.m.*
 - *Public Hearing for the First Reading of the Comprehensive Plan Update June 20, 2017 at 5:00 p.m.*
 - ii) Noteworthy Events

9) Reports from Members of Council

- a) General Reports from Council
- b) Report of the Intergovernmental and Public Safety Committee – Bill Harkins, Chairman
- c) Report of the Community Services Committee – Kim Likins, Chairman
- d) Report of the Public Planning Committee – David Ames, Chairman
- e) Report of the Public Facilities Committee – Marc Grant, Chairman
- f) Report of the Finance and Administrative Committee - John McCann, Chairman

10) Appearance by Citizens

11) Unfinished Business

a) Second Reading of Proposed Ordinance 2017-09

Second Reading of Proposed Ordinance 2017-09 to amend Title 16 of the Municipal Code of the Town of Hilton Head Island, South Carolina, The Land Management Ordinance (LMO), Chapters 2, 3, 4, 5, 10 and Appendix D to revise various sections. These Amendments, commonly referred to as 2017 LMO Amendments – First set as noticed in the Island Packet on March 19, 2017, include changes that provide for general amendments to a variety of sections in the LMO, and providing for severability and an effective date.

12) New Business

a) First Reading of Proposed Ordinance 2017-12

First Reading of Proposed Ordinance 2017-12 to amend Title 16, “The Land Management Ordinance,” of the Municipal Code of the Town of Hilton Head Island, South Carolina, by amending Section 16-1-107, the Official Zoning Map, specifically to apply the Planned Development Overlay District (PD-2) to eight parcels. The PD-2 will incorporate three Waterfront Mixed Use (WMU) properties and five low to moderated density residential (RM-4) properties to allow for the permitted density and specific uses from the three WMU parcels to be transferred to the five RM-4 permanent open space. The proposed development will occur on the RM-4 parcels and consist of mixed-use residential and specific commercial uses. The subject parcels are located near the intersection of Squire Pope and Gumtree Roads and are further identified on Beaufort County Tax Map #3 as parcels 223, 49, 14D, 16, 14I, 14, 58 and 58A and providing for severability and an effective date.

b) Consideration of a Resolution – Intergovernmental and Public Safety Committee

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, South Carolina, establishing a Friendship City Pact with Verona, Italy.

c) Consideration of a Recommendation – Phase One: Needs Assessment Recommendation

Consideration of a Recommendation from the Community Services Committee that Town Council approve the recommendations as brought forward by the Venue Committee based on Phase One, of the needs assessment completed by Webb Management Services.

13) Budget Workshop Carry Over Items

- a)** Review of Storm Water Utility Fund
- b)** Continuation of Council's Review of proposed budget of Beaufort County Sheriff's Office
- c)** Continuation of Council's Review of General Operating Budget
- d)** Continuation of Council's Review of Debt Service
- e)** Continuation of Council's Review of Capital Improvement Program

14) Possible actions by Town Council concerning matters discussed in Executive Session

15) Adjournment

Proclamation

BY

THE TOWN OF HILTON HEAD ISLAND

WHEREAS, More than five million people in the United States are affected by Alzheimer's disease, a degenerative, progressive disease that attacks the brain and results in impaired memory, thinking and behavior; and

WHEREAS, Alzheimer's disease is the most common form of dementing illness, making it the sixth leading cause of death in the United States and South Carolina; and

WHEREAS, unless a cure or means of prevention is found for Alzheimer's disease, an estimated 16 million Americans will be affected by the year 2050; and

WHEREAS, in one-third of all American families, one parent will succumb to this disease; and

WHEREAS, Alzheimer's disease costs the United States more than \$259 billion dollars annually with an estimated increase up to \$1.1 trillion dollars by the year 2050; and

WHEREAS, an increase in public awareness about Alzheimer's disease and the Alzheimer's Association may stimulate the interest and concern of the American people, which may lead in turn, to increased research and eventually to the discovery of a cure for Alzheimer's disease; and

WHEREAS, The Congress has resolved and the President of the United States has proclaimed the month of June to be National Alzheimer's and Brain Awareness Month so as to increase the public's awareness of Alzheimer's disease, and to support the research and services being conducted by voluntary organizations such as the Alzheimer's Association.

NOW, THEREFORE, I, David Bennett, Mayor of the Town of Hilton Head Island, hereby proclaim June 2017 as

ALZHEIMER'S & BRAIN AWARENESS MONTH

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused this seal of the Town of Hilton Head Island to be affixed this sixth day of June, in the Year of our Lord, Two Thousand and Seventeen.

David Bennett, Mayor

Attest:

Krista M. Wiedmeyer, Town Clerk

THE TOWN OF HILTON HEAD ISLAND
TOWN COUNCIL WORKSHOP & SPECIAL MEETING

Date: Tuesday, May 9, 2017

Time: 3:30 P.M.

Present from Town Council: David Bennett, *Mayor*; Kim Likins, *Mayor Pro Tem*; David Ames, Marc Grant, Bill Harkins, Tom Lennox, John McCann, *Council Members*

Present from Town Staff: Steve Riley, *Town Manager*, Greg DeLoach, *Assistant Town Manager*; Charles Cousins, *Director of Community Development*; Scott Liggett, *Director of Public Projects & Facilities/Chief Engineer*; Brad Tadlock, *Fire Chief*; Brian Hulbert, *Staff Attorney*; John Troyer, *Director of Finance*; Nancy Gasen, *Director of Human Resources*; Tom Fultz, *Director of Administrative Services*; Steven Markiw, *Deputy Finance Director*; Julian Walls, *Facilities Manager*; Jeff Buckalew, *Town Engineer*; Ed Boring, *Deputy Fire Chief – Support Services*; Tom Paige, *MIS Administrator*, Cuiwei Zhang, *Systems Analyst*, Erica Madhere, *Finance Administrator*; Cindaia Ervin, *Finance Assistant*; Krista Wiedmeyer, *Executive Assistant/Town Clerk*;

Present from Media: Theresa Moss, *Island Packet*

1) Call to Order

Mayor Bennett called the workshop to order at 3:30 p.m.

2) Pledge to the Flag

3) FOIA Compliance – Public notification of this meeting has been published, posted, and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.

4) Review of Budgets of Affiliated Agencies

Mayor Bennett stated since each of the Affiliated Agencies had already made a presentation to the Finance and Administrative Committee, Council would review each of the requests and to the extent each of the representatives from these Agencies are here and Council has any questions, they can be called up to the podium to answer them.

a. Solicitor's Office – Drug Court and Career Criminal Program

Margaret Strom, Assistant Solicitor, on behalf of Solicitor Stone, made a presentation to Council concerning the Drug Court and Career Criminal Program. Council requested Ms. Strong provide the Town with the case backlog numbers when known. After lengthy discussion, Council was in agreement until the case backlog numbers are known, the request would remain at the Town proposed amount of \$83,500.

b. USCB Event Management and Hospitality Training Program

Keri Olivetti and Dr. Charles Calvert reviewed the budget request and answered Council's questions related to the request. Council discussed the need for a better matrix to show success in the program, retention of the trainees within the resorts after the program, and a system to show those enrolled in the program are participating in the onsite training, and not the resort employees. Most of Council was in agreement, the proposed budget amount would be \$100,000 as well as an additional \$10,000 to evaluate the program, for a total amount of \$110,000. Mr. McCann did not agree with this proposed budget amount. Mr. McCann proposed approval of the request with the stated suggestions, with evaluation of the program the following year.

c. Shore Beach Services, Inc.

Ralph Wagner reviewed the budget request and answered Council's questions related to the request. After some discussion, Council was in agreement with the proposed budget request.

d. Coastal Discovery Museum

Rex Garniewicz reviewed the budget request and answered Council's questions related to the requests. After some discussion, Council was in agreement with the proposed budget request, including the additional \$10,000 for the candidate filling the Executive Director role for the Mitchelville Preservation Program.

e. Island Recreation Association

Frank Soule and Alan Perry reviewed the budget request and answered Council's questions related to the requests. After a lengthy discussion that included Town Staff, Mr. Riley requested time to meet with Town Staff to further discuss the proposed Capital Improvement Fund request and return to Council with additional information at a later date. Council was in agreement with the proposed General Fund request.

f. Palmetto Breeze (LRTA)

Mary Lou Fanzoni reviewed the budget request and answered Council's questions related to the request. After some discussion, Council was in agreement with the proposed budget request from Palmetto Breeze, with the potential for future discussions for additional funding at a later date.

g. Community Foundation of the Lowcountry Public Art Exhibition

Jean Heyduck reviewed the budget request, asked to shift the budget ahead one year since they make one request every two years instead of once a year. Council did not have any questions concerning the request, Mayor Bennett summarized there was a consensus of agreement among Council concerning the Community Foundation request.

h. County EDC

Mayor Bennett explained to Council that this item is currently a placeholder in the budget. This amount is allocated as part of the Countywide EDC effort, which asks municipalities to contribute approx. \$15,000 per project or initiative.

i. First Tee

Mayor Bennett told Council that First Tee did not submit a budget request.

j. Heritage Classic Foundation

Mayor Bennett confirmed with Mr. Riley that the Heritage Classic Foundation's budget request is an obligation of the Town.

- 5) Review of General Operating Budget**
- 6) Review of Debt Service**
- 7) Review of Capital Improvement Program**

Mr. Ames moved to amend the Agenda, moving Items, 5, 6, and 7 to the May 16, 2017 Town Council Agenda. Mrs. Likins Seconded. The motion was unanimously approved by a vote of 7-0.

8) Executive Session

Mr. Riley stated he needed an Executive Session for a Land Acquisition discussion of negotiations incident to the proposed sale, lease or purchase of the property related to the property in the Cordillo Courts area.

At 6:57 p.m. Mrs. Likins moved to go into Executive Session for the matter mentioned by the Town Manager. Mr. Harkins seconded. The motion was unanimously approved by a vote of 7-0.

a. Land Acquisition

Discussion of negotiations incident to the proposed sale, lease or purchase of property:

- i. related to property in the Cordillo Courts area

b. Legal Matters

The receipt of legal advice related to pending, threatened or potential claim related to:

- i. Likins vs. Hoagland Lawsuit
- ii. Hoagland vs. Town of Hilton Head Island, et al

Council returned to the dais at 7:21 p.m. There was no action taken during Executive Session and nothing to address as a result of Executive Session.

9) Adjournment

At 7:22 p.m. Mr. Ames made a motion to adjourn the meeting. Mr. McCann seconded. The motion was approved by a vote of 4-0. Mr. Harkins, Mr. Grant, and Mrs. Likins were not present for the vote.

Krista M. Wiedmeyer,
Executive Assistant/Town Clerk

Approved: 06/06/2017

David Bennett, Mayor

THE TOWN OF HILTON HEAD ISLAND
REGULAR TOWN COUNCIL MEETING

Date: Tuesday, May 16 2017

Time: 4:00 P.M.

Present from Town Council: David Bennett, *Mayor*; Kim Likins, *Mayor Pro Tem*; David Ames, Marc Grant, Bill Harkins, Tom Lennox, John McCann, *Council Members*

Present from Town Staff: Steve Riley, *Town Manager*, Greg DeLoach, *Assistant Town Manager*; Charles Cousins, *Director of Community Development*; Scott Liggett, *Director of Public Projects & Facilities/Chief Engineer*; Brad Tadlock, *Fire Chief*; Brian Hulbert, *Staff Attorney*; John Troyer, *Director of Finance*; Nancy Gasen, *Director of Human Resources*; Tom Fultz, *Director of Administrative Services*; Ed Boring, *Deputy Fire Chief – Support Services*; Steven Markiw, *Deputy Finance Director*; Shawn Colin, *Deputy Director of Community Development*; Julian Walls, *Facilities Manager*; Jeff Buckalew, *Town Engineer*; Teri Lewis, *LMO Official*; Melissa Cope, *Systems Analyst*; Cuiwei Zhang, *Systems Analyst*, Erica Madhere, *Finance Administrator*; Cindaia Ervin, *Finance Assistant*; Krista Wiedmeyer, *Executive Assistant/Town Clerk*;

Present from Media: Theresa Moss, *Island Packet*, Alex Kincaid, *Island Packet*

1) Call to Order

Mayor Bennett called the meeting to order at 4:01 p.m.

2) FOIA Compliance – Public notification of this meeting has been published, posted and distributed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.

3) Executive Session

Mr. Riley stated he needed an Executive Session for: (a) Land Acquisition Matters; the discussion of negotiations incident to the proposed sale, lease, or purchase of property related to; (i) property near the U.S. 278 and Gumtree Road area, and (ii) property in the Cordillo Parkway area; and (b) Legal Matters; the receipt of legal advice related to pending, threatened, or potential claims related to; (i) Karen Watson vs. Town of Hilton Head Island, (ii) Arbornature vs. Town of Hilton Island, (iii) Likins vs. Hoagland, and (iv) Hoagland vs. Town of Hilton Head Island, et al.

At 4:05 Mrs. Likins moved to go into Executive Session for matters mentioned by the Town Manager. Mr. Harkins seconded. The motion was approved by a vote of 7-0.

Council returned to the dais at 5:00 p.m.

4) Pledge to the Flag – 5:00 p.m.

5) Invocation

6) Proclamations and Commendations

a. Mayors Honored Islanders

- i.** Berry & Ruth Edwards
- ii.** Herbert Ford
- iii.** Heather Quinn

Mayor Bennett made remarks concerning each of the Honored Islanders and contributions to Hilton Head Island and the surrounding communities. Both Mr. Ford and Ms. Quinn were present to accept their awards; Mr. and Mrs. Edwards were not available, but will receive their award at a later meeting.

b. EMS Services Week Proclamation

Mayor Bennett presented the EMS Services Week Proclamation to members of the Hilton Head Island Fire Rescue.

7) Approval of Minutes

a. Town Council Meeting, May 2, 2017

Mrs. Likins moved to approve. Mr. Harkins seconded. Town Council Meeting Minutes for May 2, 2017 were approved by a vote of 7-0.

8) Report of the Town Manager

a. Town Managers Items of Interest

i. Town News

Mr. Riley reported on upcoming committee meetings and other such Town news.

ii. Noteworthy Events

Mr. Riley reported on some items of interest.

9) Reports from Members of Council

a. General Reports from Council

Mr. Harkins reported about the recent information released from the Bureau of Labor and Statistics related to a well running port. USCB has analyzed the Bureau's data from this report, and as a result, Mr. Harkins requested an invitation be sent to USCB to make a presentation to Council.

Mayor Bennett reported on the Mayor's Youth Volunteer Service Award Ceremony held May 15, 2017, where 216 students received awards for their 21,800 hours of community service. Mayor Bennett gave his compliments to Town Staff, specifically Faidra Smith and her team who made all the preparations for this event.

Mayor Bennett also reported on the County EDC meeting taking place May 17, 2017 to discuss their status with the Southern Carolina Alliance.

b. Report of the Intergovernmental and Public Safety Committee – Mr. Harkins

No Report

c. Community Serves Committee – Mrs. Harkins

Mrs. Likins reported that the Committee met on May 8, 2017 and the Venue Committee presented their recommendations on Phase One. The Committee has a meeting scheduled to meet again on May 22, 2017 to finish discussions and plans to bring forth a recommendation on Phase Two to Council by the June 6, 2017 Town Council Meeting.

d. Report of the Public Planning Committee – Mr. Grant

No Report

e. Report of the Public Facilities Committee – Mr. Ames

No Report

f. Report of the Finance and Administrative Committee – Mr. McCann

No Report

Mayor Bennett asked Mr. Riley to start including a routine, monthly update from the Vision Project Management Team at the Town Council meetings.

10) Appearance by Citizens

None

11) Unfinished Business

None

12) New Business

a. First Reading of Proposed Ordinance 2017-09

First Reading of Proposed Ordinance 2017-09 to amend Title 16 of the Municipal Code of the Town of Hilton Head Island, South Carolina, the Land Management Ordinance (LMO), Chapters 2, 3, 4, 5, 10, and Appendix D to revise various sections. These Amendments, commonly referred to as 2017 LMO Amendments – First set as noticed in the Island Packet on March 19, 2017, including Changes that provide for general amendments to a variety of sections in the LMO, and providing for severability and an effective date.

Mrs. Likins moved to approve. Mr. Harkins seconded. Mr. Ames stated that he was in favor of moving forward as proposed, but would like to amend the currently stated amendments removing the multilevel storage units. Mr. Ames moved to amend the LMO Amendments removing the language as it relates to the multilevel storage units. Mr. McCann seconded.

Mr. Chet Williams addressed Council in favor of removing the language concerning the multilevel storage units.

The motion to amend to accept the LMO Amendments removing the language as it relates to the multilevel storage units was approved unanimously by a vote of 7-0. The motion to approve the LMO Amendments, as amended was approved unanimously by a vote of 7-0.

13) Budget Workshop Carry Over Items

a. Review of the proposed budget of Beaufort County Sheriff's Office

Sheriff P.J. Tanner, Beaufort County and Gary Kubic, Beaufort County Administrator, addressed Council concerning the Beaufort County Sheriff's Office budget request. After much discussion, Council was in agreement that it would be best to schedule a time to meet and discuss the requested budget.

b. Island Recreation Association

i. Staff history of Island Recreation Center Expansion:

Scott Liggett addressed Council and answered questions concerning the history of the Island Recreation Center Expansion, providing a timeline of the master plan over the past eight years.

ii. Continuation of Council budget review of Island Recreation Association proposed budget with the Association:

After lengthy discussions concerning the Island Recreation Association's proposed Capital Improvement Plan budget request, Mr. Ames moved to approve \$641,750 of the Capital Improvement Plan request, with the Island Recreation Association utilizing fundraising efforts to raise the remaining \$644,250. Mr. Harkins seconded. Mr. McCann moved to modify the original motion to add an additional \$125,000 to the Town's contribution which would include the playground pad, and deduct \$125,000 from the Island Recreation Association's fundraising efforts. Mr. Grant seconded. After further discussion, both Mr. Ames and Mr. McCann withdrew their motions.

Mr. Lennox moved to approve \$734,000 towards the Capital Improvement Plan request, with the Island Recreation Association utilizing fundraising efforts to raise the remaining \$552,000. Mr. McCann seconded. The motion was approved by a vote of 7-0.

c. Review of General Operating Budget

Scott Liggett addressed Council and answered questions concerning the General Operating Budget.

d. Review of Debt Services

John Troyer addressed Council and answered questions concerning Debt Services.

e. Review of Capital Improvement Program

Scott Liggett addressed Council and answered questions concerning the Capital Improvement Program.

f. Beaufort County Solicitor's Office

After receiving the requested information from the Solicitor's Office indicating that the requested budget would diminish the current case backlog, Mr. McCann moved to approve the entire amount requested. Mr. Lennox seconded. The motion was approved by a vote of 7-0.

14) Possible actions by Town Council concerning matters discussed in Executive Session

Mrs. Likins moved that Town Council adopt a resolution authorizing a limited waiver of attorney client privilege to allow the release of the Town Attorney's opinion letter regarding the title issues surrounding the tennis courts and adjacent Town property located adjacent to Cordillo Courts. Mr. Harkins seconded. The motion was approved by a vote of 7-0.

15) Adjournment

Mayor Bennett adjourned the meeting at 8:04 p.m.

Krista M. Wiedmeyer,
Executive Assistant/Town Clerk

Approved: 06/06/2017

David Bennett, Mayor



Hilton Head Island – Our Future will create an inclusive vision and roadmap to the future.

Our mission is to protect and enhance our quality of life, respect and reflect our important history, and proactively explore and shape the future fabric of the community.

Town Council Monthly Update

May 25, 2017

Prepared by Town Staff and Future iQ (FiQ)

This month

- The *HHI - Our Future* online portal, which will host project news, schedules and eventually data visualizations, is 99% completed by FiQ. FiQ received feedback from the May 19th VPMT meeting and anticipates portal completion and launch the week of May 22, 2017.
- FiQ and Staff filmed short videos introducing the team, project and vision logo this month. The videos will be available on the new *Our Future* online portal when it launches, and circulated on the project social media accounts.
- FiQ worked with Staff to launch project specific social media accounts, and began posting future oriented stories on those social media accounts, including [Facebook](#) and [LinkedIn](#).
- The Vision Project Management Team (VPMT), FiQ and Staff continue to plan for the upcoming Think Tank Workshop, which will be a future oriented workshop based on scenario planning methodology, and will invite key stakeholders to examine long-term plausible futures for HHI.
- VPMT and Staff continue to plan for the upcoming Community Celebration. The public will be invited to a Community Celebration at the conclusion of the Think Tank workshop.

Next month

- The Think Tank will take place the week of June 19, 2017.
- Staff and FiQ will promote the web portal and Community Survey throughout the month of June.

Administrative Update

- The project is on track with the projected timeline.
- The project budget is on track as budgeted.
- Please find a bio for Emily Sparks, the new Project Lead for the *Our Future* initiative, enclosed.

Emily Sparks

Project Lead, *Hilton Head Island – Our Future*
Town of Hilton Head Island

(843) 341-4683 phone

(843) 842-8908 fax

emilys@hiltonheadislandsc.gov



Emily Sparks, MPA, is the Project Lead for the Town of Hilton Head Island's Our Future vision project. Emily brings seven plus years of experience in roles that involve public outreach, community engagement and organizing, and project management and design. She joined the Town of Hilton Head Island in May 2017.

Prior to joining the Town, Emily was a Senior Program Manager with the International City/County Management Association (ICMA) in Washington, D.C. ICMA is the professional and educational association for appointed local government administrators throughout the world, with a mission to create excellence in local governance by developing and fostering professional management to build better communities.

Prior to joining ICMA, Emily worked with the Department of Parks and Recreation in Starkville, MS, home of Mississippi State University. Emily received a Bachelors of Arts in Political Science and Leadership Studies, and a Masters of Public Policy and Administration from Mississippi State University



TOWN OF HILTON HEAD ISLAND

Community Development Department

TO:	Stephen G. Riley, ICMA-CM, <i>Town Manager</i>
VIA:	Charles Cousins, <i>Director of Community Development</i>
VIA:	Jennifer Ray, <i>Planning & Special Projects Manager</i>
FROM:	Marcy Benson, <i>Senior Grants Administrator</i>
CC:	Shawn Colin, <i>Deputy Director of Community Development</i>
DATE:	May 11, 2017
SUBJECT:	Hazard Mitigation Plan Annual Progress Report

SUMMARY

To maintain credit in the floodplain management planning section of National Flood Insurance Program Community Rating System (CRS) an annual report evaluating progress towards implementing the Hazard Mitigation Plan objectives and goals must be prepared by participating communities. No formal action from Town Council is required for this progress report. The CRS program does require this progress report be submitted to the Town Council, released to the media and made available to the public.

BACKGROUND

The attached report is an annual evaluation on progress toward implementing the objectives of the Hazard Mitigation Plan which was adopted by Town Council in September 2016 as an appendix to the current Town of Hilton Head Island Comprehensive Plan. The Town of Hilton Head Island was a partner with Beaufort County in developing the Beaufort County Hazard Mitigation Plan 2015 Update which contains ten (10) County-wide goals. Of these goals, five (5) goals pertain to The Town of Hilton Head Island and are listed in the attached annual report, by goal number.

The annual progress report is prepared by Town staff to ensure there is a continuing and responsive planning process. The report is presented to Town Council prior to recertification of the Town's CRS status. The report is available to the public for review via the Town's website, or by contacting Town staff in the Community Development Department for copies.

2017 Hazard Mitigation Plan Progress Report

This is the annual progress report of the Beaufort County Hazard Mitigation Plan, which was adopted on September 20, 2016. The report is prepared by Town of Hilton Head Island Community Development Department staff to ensure there is a continuing and responsive planning process. This report is presented to Town Council on June 6, 2017 and is available to the public for review via the Town's website, or by contacting Town staff in the Community Development Department for copies.

Goal 1: Ensure the Protection of All Critical Facilities		
<i>Objectives</i>	<i>Mitigation Actions</i>	<i>Status Report</i>
Protect facilities from natural hazard threats.	Continue to conduct engineering inspections of fire stations as necessary to determine mitigation retrofitting measures necessary.	Inspections have been completed. Shutters able to withstand a Category 5 hurricane and fire sprinklers have been installed at fire station facilities, Fire Rescue Headquarters & Facilities Management buildings.
Identify & schedule repairs & other improvements needed in order to ensure buildings are in adequate conditions & with adequate equipment to function in the event of a disaster.	Study of vulnerable bridges to determine which ones should be hardened and conduct maintenance of these bridges and Hilton Head Island causeways.	Completed as a partnership with Beaufort County in 2012.
Goal 2: Increase Public Education & Awareness of Natural Hazards¹		
<i>Objectives</i>	<i>Mitigation Actions</i>	<i>Status Report</i>
Develop an ongoing public communications & education program including a web site, pamphlets, informational packets, & articles in the local media.	Work with regional media to promote public awareness of disaster preparedness.	Ongoing
	Distribute "Flood Hazards" brochure regularly.	Ongoing – at every public presentation, approximately 250 in the 2017 calendar year.
	Support ongoing efforts to educate the public on the threat of Sea Level Rise and	Ongoing

¹ Listed as Goal #3 in the Beaufort County Hazard Mitigation Plan 2015 Update.

	associated hazards, exploring best practices for adaptation to this threat.	
Incorporate the use of social media, including Facebook™ and Twitter™ to ensure that as many segments of the population as possible are reached.	Continue to develop the use of social media/smart phone technology to inform citizen of hazard threats.	Ongoing
Goal 3: Enhancement & Adoption of New Policies & Projects to Mitigate Natural Hazards²		
<i>Objectives</i>	<i>Mitigation Actions</i>	<i>Status Report</i>
Plans, codes, zoning, & other mechanisms should address natural hazard mitigation, & expand on present policies to further protect the counties and incorporated municipalities (floodplains, repetitive loss areas, etc). All jurisdictions should adopt the state building code.	Continue to train building officials on most up to date code requirements for hazard resistant construction.	Ongoing
	Evaluate need to harden critical facilities (Town Hall, Fire Rescue Headquarters & other critical facilities listed in Hazard Mitigation Plan) to reduce vulnerability to hazards.	In 2016 an evaluation to submit a Fire Rescue Headquarters hardening project for FEMA grant funding was considered, however there were no funds available during previous grant cycle to conduct the required engineering study for the grant application.
	Append the Beaufort County Hazard Mitigation Plan 2015 to Town of Hilton Head Island Comprehensive Plan as updated, or at earliest date available.	Beaufort County Hazard Mitigation Plan 2015 adopted as appendix to Town of Hilton Head Island Comprehensive Plan on September 20, 2016.
Goal 4: Emergency Response³		
<i>Objectives</i>	<i>Mitigation Actions</i>	<i>Status Report</i>
If necessary, seek funding for new communications and power equipment and employee training.	Conduct periodic surveys of equipment used by emergency personnel & write appropriations into budget.	Ongoing

² Listed as Goal #4 in the Beaufort County Hazard Mitigation Plan 2015 Update.

³ Listed as Goal #5 in the Beaufort County Hazard Mitigation Plan 2015 Update.

Goal 5: Reduce the Impact of Floods on Homes & Buildings⁴		
<i>Objectives</i>	<i>Mitigation Actions</i>	<i>Status Report</i>
Zoning enforcement, floodplains.	Continue to enforce floodplain regulations to ensure proper development in compliance with all building codes, FEMA regulations & any other pertinent ordinances.	Ongoing
Grants for preventative measures, to include elevation & property acquisition.	Assist private home & business owners to obtain funding for retrofitting hazard prone buildings.	Ongoing as funding opportunities become available. In 2016 staff assisted one private home owner with SC-DNR/FEMA Flood Mitigation Program grant application. Application was not funded by FEMA.
	Educate staff & public on hazard mitigation grant programs & funding opportunities.	Ongoing. In 2016-2017 staff has advised 7 Hilton Head Island residents on the SC-DNR/FEMA Flood Mitigation Program grant application process.
Building code revisions.	Continue to enforce floodplain regulations to ensure proper development in compliance with all building codes, FEMA regulations & any other pertinent ordinances.	Ongoing
Stormwater management.	Continue to implement structural drainage projects.	Ongoing
	Continue to support Beaufort County SWM utility plan for future SWM project.	Ongoing
	Continue to maintain open space related to stormwater management.	Ongoing
	Continue to perform periodic nourishment of Hilton Head Island beaches.	Ongoing
Work toward the lowering of CRS rating.	Continue to work with SC-DNR to update maps based on newer/more accurate topography data.	Ongoing

⁴ Listed as Goal #7 in the Beaufort County Hazard Mitigation Plan 2015 Update.

	Scan & store elevation certificates for convenience & ease of access on Town of Hilton Head Island website (written documents will continue to be maintained).	Ongoing
	Maintain or improve the Town's CRS rating.	Ongoing



ITEMS OF INTEREST

JUNE 6, 2017

Noteworthy Events

Some of the upcoming meetings:

- Community Services Committee – June 12, 2017, 9:00 a.m.
- Public Hearing/Town Council Special Meeting for Budget FY18 – June 13, 2017, 6:00 p.m.
- Vision Project Management – June 16, 2017, 2:00 p.m.
- Pre-Application Meeting – June 19, 2017, 10:30 a.m.
- Finance & Administrative Committee – June 20, 2017, 2:00 p.m.
- Town Council Executive Session– June 20, 2017, 4:00 p.m.
- Town Council Regular Meeting – June 20, 2017, immediately following the Public Hearing
- Public Hearing for the First Reading of the Comprehensive Plan Update – June 20, 2017, 5:00p.m.

Additional meetings may be scheduled and all meetings are subject to change and/or cancellation. Please visit the Town of Hilton Head Island website at www.hiltonheadislandsc.gov for Committee meeting dates and agendas.

Hilton Head Island Events

June 13, 2017 5:00 p.m. – 10:00 p.m.	Harbourfest 2017	Shelter Cove Harbour & Marina
June 13, 2017 5:00 p.m. – 10:00 p.m.	Summer Jams Island Recreation Association	Shelter Cove Community Park
June 15, 2017 5:00 p.m. – 10:00 p.m.	Parrot Palooza 2017	Shelter Cove Harbour & Marina
June 16, 2017 7:00 p.m. to 10:00 p.m.	Sunset Celebrations	Shelter Cove Community Park
June 17, 2017 8:00 a.m. – 10:00 a.m.	Beach Bum Triathlon	Coligny Beach
June 17, 2017 10:00 a.m. – 5:00 p.m.	Juneteenth Mitchelville Preservation	Fish Haul Creek Park



TOWN OF HILTON HEAD ISLAND

Community Development Department

TO: Stephen G. Riley, ICMA~CM, *Town Manager*
VIA: Charles Cousins, AICP, *Director of Community Development*
VIA: Shawn Colin, AICP, *Deputy Director of Community Development*
FROM: Teri Lewis, AICP, *LMO Official*
DATE: May 23, 2017
SUBJECT: 2017 LMO Amendments – First Set Ordinance #2017-09 – 2nd Reading

Town Council reviewed the proposed 2017 LMO Amendments – First Set at their meeting on May 16, 2017. At that meeting, Town Council voted to disapprove any amendments related to multi-level self-storage. They voted to approve the remainder of the proposed amendments with no changes.

AN ORDINANCE OF THE TOWN OF HILTON HEAD ISLAND

ORDINANCE NO. 2017-#

PROPOSED ORDINANCE NO. 2017-09

AN ORDINANCE TO AMEND TITLE 16 OF THE MUNICIPAL CODE OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, THE LAND MANAGEMENT ORDINANCE (LMO) , CHAPTERS 2, 3, 4, 5, 10 AND APPENDIX D TO REVISE VARIOUS SECTIONS. THESE AMENDMENTS, COMMONLY REFERRED TO AS *2017 LMO AMENDMENTS – FIRST SET* AS NOTICED IN THE ISLAND PACKET ON MARCH 19, 2017, INCLUDE CHANGES THAT PROVIDE FOR GENERAL AMENDMENTS TO A VARIETY OF SECTIONS IN THE LMO, AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, on October 7, 2014, the Town Council did adopt a new Land Management Ordinance (LMO); and

WHEREAS, from time to time it is necessary to amend the LMO; and

WHEREAS, the LMO Committee met on January 20, 2017 to develop a list of proposed LMO Amendments; and

WHEREAS, the LMO Committee held public meetings on January 25, 2017 and March 29, 2017 at which times a presentation was made by staff and an opportunity was given for the public to comment on the proposed amendments; and

WHEREAS, the LMO Committee recommended that the proposed amendments be forwarded to the Planning Commission with a recommendation of approval with the changes as discussed by staff, the public and the Committee; and

WHEREAS, the Planning Commission held a public hearing on April 19, 2017 at which time a presentation was made by staff and an opportunity was given for the public to comment on the proposed LMO amendments; and

WHEREAS, the Planning Commission, after consideration of the staff presentation and public comments, voted unanimously to recommend that Town Council approve the proposed amendments with the exception of the amendments related to multi-level self-service storage, the vote on the Storage amendments was 4-2; and

WHEREAS, the Public Planning Committee held a public meeting on April 27, 2017 at which time a presentation was made by staff and an opportunity was given for the public to comment on the proposed LMO amendments; and

WHEREAS, the Public Planning Committee, after consideration of the staff presentation and public comments, voted 3 – 0 to recommend approval of the proposed LMO amendments as drafted with the exception of any amendments related to multi-level self-service storage; and

WHEREAS, after due consideration of said LMO amendments and the recommendation of the Planning Commission, the Town Council, upon further review, finds it is in the public interest to delete any amendments related to multi-level self-service storage and adopt the remainder of the proposed amendments.

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, AND IT IS ORDAINED BY THE AUTHORITY OF THE SAID COUNCIL:

Section 1. Amendment. That the *2017 LMO Amendments – First Set* are adopted as indicated on the attached pages (Exhibit A). Newly added language is illustrated with double underline and deleted language is illustrated with ~~striketrough~~.

Section 2. Severability. If any section, phrase, sentence or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. Effective Date. This Ordinance shall be effective upon its adoption by the Town Council of the Town of Hilton Head Island, South Carolina.

PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND ON THIS ____ DAY OF _____, 2017.

THE TOWN OF HILTON HEAD
ISLAND, SOUTH CAROLINA

David Bennett, Mayor

ATTEST:

Krista Wiedmeyer, Town Clerk

Public Hearings: April 19, 2017
First Reading:
Second Reading:

APPROVED AS TO FORM:

Gregory M. Alford, Town Attorney

Introduced by Council Member: _____



TOWN OF HILTON HEAD ISLAND

Community Development Department

TO: Stephen G. Riley, ICMA~CM, *Town Manager*
VIA: Charles Cousins, AICP, *Director of Community Development*
VIA: Teri B. Lewis, AICP, *LMO Official*
FROM: Nicole Dixon, CFM, *Development Review Administrator*
CC: Shawn Colin, AICP, *Deputy Director of Community Development*
DATE: May 24, 2017
SUBJECT: ZA-000954-2017 – Tabby Village PD-2

Recommendation: The Planning Commission met on May 17, 2017 to review the proposed zoning map amendment application. The Commission voted 9-0-0 to recommend forwarding the application to Town Council with a recommendation for approval with the following conditions:

- The three parcels that are zoned WMU (223, 49 and 14D) will remain undeveloped, be designated as permanent open space and the underlying zoning district will be rezoned to the Conservation District.
- The residential and commercial uses from the WMU zoning district that are being transferred to the RM-4 zoned parcels (16, 14I, 14, 58, and 58A) are limited to:
 - Mixed-Use
 - Other Office Uses
 - Bicycle Shop
 - Eating Establishment
 - Other Commercial Services (not limited to 1,200 square feet)
 - Convenience Store (not limited to 1,200 square feet)
- Mixed-use, bicycle shops, convenience stores and eating establishments are all permitted with conditions in the WMU zoning district. There are conditions related to Other Commercial Services and Convenience Stores in the RM-4 zoning district which state the gross floor area shall not be more than 1,200 square feet. The applicant requests to use the conditions that are applicable to the WMU zoning district instead of RM-4. The conditions applicable to the WMU district that shall be met in order for these uses to be permitted within this development are as follows:
 - Mixed-use is permitted with the following conditions:
 1. Mixed-use development shall designate separate parking spaces for use by the residential units. The parking spaces designated for residential use shall not be included as part of a shared parking plan.
 - Bicycle shops are permitted with the following conditions:
 1. Outdoor storage is permitted only in the CR, SPC, MS, WMU, S, MF, MV and RD Districts.
 2. Vegetation, fences, and walls shall be installed to screen outdoor storage areas.
 - Convenience stores are permitted with the following conditions:

1. The site shall have direct vehicular access to a minor arterial in accordance with Section 16-5-105.B, Street Hierarchy. There shall not be direct vehicular access onto a major arterial.
- Eating establishments are permitted with the following conditions:
 1. In the CR, MS, WMU, S, MF, MV, IL, NC and RD Districts, an eating establishment shall not have drive-through service.

Staff recommends that Town Council approve with conditions the zoning map amendment as described in the staff report.

Summary: Thomas C. Barnwell, Jr is proposing to modify the existing Tabby Village Planned Development Overlay District (PD-2) to make the development options more flexible. The PD-2 will incorporate three Waterfront Mixed-Use District (WMU) properties and five Low to Moderate Density Residential District (RM-4) properties to allow for the permitted density and select uses from the WMU zoned parcels to be transferred to the five RM-4 zoned parcels. All development, which will consist of mixed-use residential and light commercial, will occur on the RM-4 zoned parcels and the WMU zoned parcels will be preserved as permanent open space. The subject parcels are located near the intersection of Squire Pope Road and Gum Tree Road.

Background: In 2009, Mr. Barnwell went through the rezoning process to apply the PD-2 Overlay District to his land to develop the property with residential and commercial uses around the existing tabby structure. The property and the plan that was approved have not yet been developed. The PD-2 was originally approved with a specific site plan that the applicant had to adhere to, with no room for flexibility. Because there was no flexibility with the site plan, Mr. Barnwell received little interest for developing the property. The applicant approached Town staff recently to inquire about modifying the PD-2 Overlay District that had been approved for their land to make the development options more flexible and the property more marketable. The current LMO allows a PD-2 to have a conceptual site plan instead of a detailed site plan to allow design flexibility and also allows greater density than what was permitted in 2009. The applicant is requesting to remove several of the parcels from the existing PD-2 Overlay District as those uses are now allowed by right. The applicant is no longer seeking relief from setback and buffer requirements; their development will comply with all LMO design standards. They do wish to keep the three WMU zoned parcels as permanent open space, while transferring the development rights to the five RM-4 parcels. The proposed development will now be mixed-use residential and light commercial, consisting of up to 47 multi-family residential units and up to 16,000 square feet of commercial space.

Please contact me at (843) 341-4686 or at nicoled@hiltonheadislandsc.gov if you have any questions.

AN ORDINANCE OF THE TOWN OF HILTON HEAD ISLAND

ORDINANCE NO. 2017-#

PROPOSED ORDINANCE NO. 2017-12

AN ORDINANCE TO AMEND TITLE 16, "THE LAND MANAGEMENT ORDINANCE," OF THE MUNICIPAL CODE OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, BY AMENDING SECTION 16-1-107, THE OFFICIAL ZONING MAP, SPECIFICALLY TO APPLY THE PLANNED DEVELOPMENT OVERLAY DISTRICT (PD-2) TO EIGHT PARCELS. THE PD-2 WILL INCORPORATE THREE WATERFRONT MIXED USE (WMU) PROPERTIES AND FIVE LOW TO MODERATE DENSITY RESIDENTIAL (RM-4) PROPERTIES TO ALLOW FOR THE PERMITTED DENSITY AND SPECIFIC USES FROM THE THREE WMU PARCELS TO BE TRANSFERRED TO THE FIVE RM-4 PARCELS. THE WMU PARCELS WILL BE REZONED CONSERVATION DISTRICT (CON) TO BE PRESERVED AS PERMANENT OPEN SPACE. THE PROPOSED DEVELOPMENT WILL OCCUR ON THE RM-4 PARCELS AND CONSIST OF MIXED-USE RESIDENTIAL AND SPECIFIC COMMERCIAL USES. THE SUBJECT PARCELS ARE LOCATED NEAR THE INTERSECTION OF SQUIRE POPE AND GUM TREE ROADS AND ARE FURTHER IDENTIFIED ON BEAUFORT COUNTY TAX MAP#3 AS PARCELS 223, 49, 14D, 16, 14I, 14, 58 AND 58A; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, on October 7, 2014, the Town Council did adopt a new Land Management Ordinance (LMO); and

WHEREAS, this zoning change would be compatible with surrounding land uses and neighborhood character, would not be detrimental to the public health, safety and welfare, and further, would be in conformance with the Land Management Ordinance and Comprehensive Plan; and

WHEREAS, the Planning Commission held a public hearing on May 17, 2017 at which time a presentation was made by staff and an opportunity was given for the public to comment on the proposed zoning map amendment application; and

WHEREAS, the Planning Commission, after consideration of the staff presentation and the criteria set forth in Section 16-2-103 and 16-3-106, voted 9-0-0 to recommend that Town Council approve the proposed zoning map amendment application with conditions; and

WHEREAS, after due consideration of said zoning map amendment application and the recommendation of the Planning Commission, the Town Council, upon further review, finds it is in the public interest that the subject parcels, totaling 8.96 acres, be rezoned to apply the Planned Development Overlay District (PD-2) with specific use and density standards.

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, AND IT IS ORDAINED BY THE AUTHORITY OF THE SAID COUNCIL:

Section 1. Amendment. That the Official Zoning Map of the Town of Hilton Head Island, as referred to in Section 16-1-107 of the LMO, be hereby amended as follows:

Apply the Planned Development Overlay District (PD-2) to 8 parcels. The PD-2 will incorporate three Waterfront Mixed Use (WMU) properties and five Low to Moderate Density Residential (RM-4) properties to allow for the permitted density and specific uses from the three WMU parcels to be transferred to the five RM-4 parcels. All development will occur on the RM-4 parcels. The three WMU parcels will be rezoned Conservation District (CON) to be preserved as permanent open space. The proposed development will consist of mixed-use residential and specific commercial uses. The subject parcels are located near the intersection of Squire Pope and Gum Tree Roads and are further identified on Beaufort County Tax Map# 3 as Parcels 223, 49, 14D, 16, 14I, 14, 58 AND 58A. The attached Vicinity Map shows the location of the subject properties.

The Planned Development Overlay District (PD-2) applied to the above properties is adopted with the conditions and design and performance standards as described in the attached staff report.

Section 2. Severability. If any section, phrase, sentence or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. Effective Date. This Ordinance shall be effective upon its adoption by the Town Council of the Town of Hilton Head Island, South Carolina.

PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND ON THIS ____ DAY OF _____, 2017.

THE TOWN OF HILTON HEAD
ISLAND, SOUTH CAROLINA

David Bennett, Mayor

ATTEST:

Krista Wiedmeyer, Town Clerk

Public Hearing: May 17, 2017

First Reading:

Second Reading:

APPROVED AS TO FORM:

Gregory M. Alford, Town Attorney

Introduced by Council Member: _____



TOWN OF HILTON HEAD ISLAND COMMUNITY DEVELOPMENT DEPARTMENT

One Town Center Court

Hilton Head Island, SC 29928

843-341-4757

FAX 843-842-8908

STAFF REPORT ZONING MAP AMENDMENT

Case #:	Name of Project:	Public Hearing Date:
ZA-000954-2017	Tabby Village	May 17, 2017

Parcel Data:	Property Owner
<p><u>Parcels Numbers:</u> R511 003 000 0223 0000 R511 003 000 0049 0000 R511 003 000 014D 0000 R510 003 000 0016 0000 R510 003 000 014I 0000 R510 003 000 0014 0000 R510 003 000 0058 0000 R510 003 000 058A 0000</p> <p><u>Size:</u> 8.96 Estimated Total Acres</p> <p><u>Addresses:</u> 293 and 316 Squire Pope Road and 315 Gum Tree Road; the other parcels are vacant and do not have an assigned address yet</p>	<p>Thomas C. Barnwell, Jr and Susan Barnwell PO Drawer 21057 Hilton Head Island, SC 29925</p>
<p><u>Existing Zoning District:</u> RM-4 (Low to Moderate Density Residential) WMU (Waterfront Mixed Use)</p>	<p><u>Existing Overlay District:</u> COR (Corridor Overlay District) – within 450 feet of an arterial road and within 500 feet of the OCRM Critical Line PD-2 (Planned Development Overlay District)</p>

Application Summary:

Thomas C. Barnwell, Jr is proposing to modify the existing Tabby Village Planned Development Overlay District (PD-2) to make the development options more flexible. The PD-2 Overlay District will incorporate the three Waterfront Mixed-Use District (WMU) properties and the five Low to Moderate Density Residential District (RM-4) properties to allow for the permitted density and select uses from the WMU zoned parcels to be transferred to the five RM-4 zoned parcels. All development, which will consist of mixed-use residential and light commercial, will occur on the RM-4 zoned parcels and the WMU zoned parcels will be preserved as permanent open space. The subject parcels are located near the intersection of Squire Pope Road and Gum Tree Road. Parcels 2D, 2E, 2F, 2H, 16A, 16B, 19C, 19D and 19E on Tax Map 3 will be removed from the existing PD-2 Overlay District.

Staff Recommendation:

Staff recommends that the Planning Commission find this application to be consistent with the Town's Comprehensive Plan and serves to carry out the purposes of the LMO, based on those Findings of Facts and Conclusions of Law as determined by the LMO Official and enclosed herein. Staff recommends that the Planning Commission recommend ***Approval*** to Town Council of this application. With this recommendation staff has proposed the following conditions:

- The three parcels that are zoned WMU (223, 49 and 14D) will remain undeveloped, be designated as permanent open space and the underlying zoning district will be rezoned to the Conservation District with this application as required by LMO Section 16-3-106.G.7.c.iii.
- The residential and commercial uses from the WMU zoning district that are being transferred to the RM-4 zoned parcels (16, 14I, 14, 58, and 58A) are limited to:
 - Mixed-Use
 - Other Office Uses
 - Bicycle Shop
 - Eating Establishment
 - Other Commercial Services (not limited to 1,200 square feet)
 - Convenience Store (not limited to 1,200 square feet)
- Mixed-use, bicycle shops, convenience stores and eating establishments are all permitted with conditions in the WMU zoning district. There are conditions related to Other Commercial Services and Convenience Stores in the RM-4 zoning district which state the gross floor area shall not be more than 1,200 square feet. The applicant requests to use the conditions that are applicable to the WMU zoning district instead of RM-4 since the uses are being transferred over to the RM-4 property from the WMU parcels and do not restrict the square footage of the uses. The conditions applicable to the WMU district that shall be met in order for these uses to be permitted within this development are as follows:
 - Mixed-use is permitted with the following conditions:
 1. Mixed-use development shall designate separate parking spaces for use by the residential units. The parking spaces designated for residential use shall not be included as part of a shared parking plan.
 - Bicycle shops are permitted with the following conditions:
 1. Outdoor storage is permitted only in the CR, SPC, MS, WMU, S, MF, MV and RD Districts.
 2. Vegetation, fences, and walls shall be installed to screen outdoor storage areas.
 - Convenience stores are permitted with the following conditions:
 1. The site shall have direct vehicular access to a minor arterial in accordance with Section 16-5-105.B, Street Hierarchy. There shall not be direct vehicular access onto a major arterial.
 - Eating establishments are permitted with the following conditions:
 1. In the CR, MS, WMU, S, MF, MV, IL, NC and RD Districts, an eating establishment shall not have drive-through service.

Background:

In 2009, Mr. and Mrs. Barnwell went through the rezoning process to apply the PD-2 Overlay District to their land at the intersection of Squire Pope Road and Gum Tree Road. They wanted to develop the property with residential and commercial uses around the existing tabby structure. The property

was zoned RM-4 and did not allow the commercial uses desired by the Barnwell family. The PD-2 Overlay District is intended to encourage creativity in design and planning in development of parcels by allowing greater design flexibility than the underlying base zoning district so that natural features may be protected and development is concentrated in more suitable or less environmentally sensitive areas. Through the PD-2 overlay rezoning process, the Barnwell's were able to get a plan approved that would place their three WMU waterfront parcels in to permanent open space and transferred the development rights from that property over to the RM-4 zoned parcels. The uses that transferred from the WMU parcels to the RM-4 parcels were limited to mixed-use, other retail sales and services, convenience store (without fuel sales), eating establishments with high turnover (no drive thru) and bicycle shops (with outdoor storage). There was also relief given from all internal setbacks and buffers for the single family residential portion of the proposed development.

The property and the plan that was approved have not yet been developed. The PD-2 was originally approved with a specific site plan that the applicant had to adhere to, with no room for flexibility. Because there was no flexibility with the site plan, the Barnwell's received little interest for developing the property. The Barnwell's approached Town staff recently to inquire about modifying the PD-2 Overlay District that had been approved for their land to make the development options more flexible and the property more marketable. The current LMO allows a PD-2 to have a conceptual site plan instead of a detailed site plan to allow design flexibility. The applicant is requesting to remove several of the parcels from the existing PD-2 Overlay District as those uses are now allowed by right. The applicant is no longer seeking relief from setback and buffer requirements; their development will comply with all LMO design standards. They do wish to keep the three WMU zoned parcels as permanent open space, while transferring the development rights to the five RM-4 parcels. The proposed development will now be mixed-use residential and light commercial, consisting of up to 31 multi-family residential units and up to 16,000 square feet of commercial space. Because the WMU and RM-4 zoned parcels are separated by Squire Pope Road, the PD-2 will be considered a noncontiguous planned development, which is permitted pursuant to LMO Section 16-3-106.G.7.b.v because having the separation of lands enables protection of significant historic, cultural and natural resources.

Applicant's Grounds for ZMA:

The applicant's narrative states the proposed rezoning is consistent with the goals of the Comprehensive Plan, specifically the Historical/Cultural Resources and the Housing Element. The applicant states the rezoning will meet the needs of the community and is appropriate for the uses that currently exist and that are in the vicinity of the site. The Barnwell's wish to develop their land using the true sense of a village or neighborhood, where the residents live and work in close proximity to one another. The development will be designed to be a primarily walking community. The historically significant tabby structure will be a focal point of the village. The majority of the trees and wetlands on site will be preserved. The applicants propose an underground storm water retention system. The applicant states that by placing the three waterfront lots into permanent open space, less traffic will be generated to the area than if it would be open to future development.

Summary of Facts and Conclusions:

Findings of Fact:

- The application was submitted on April 14, 2017 as set forth in LMO Section 16-2-103.C and Appendix D-1.
- Per LMO Section 16-2-102.E.1, when an application is subject to a hearing, the LMO Official

shall ensure that the hearing on the application is scheduled for a regularly scheduled meeting of the body conducting the hearing.

- The LMO Official scheduled the public hearing on the application for the May 17, 2017 Planning Commission meeting, which is a regularly scheduled meeting of the Planning Commission.
- Per LMO Section 16-2-102.E.2, the LMO Official shall publish a notice of the public hearing in a newspaper of general circulation in the Town no less than 15 calendar days before the hearing date.
- Notice of the May 17, 2017 public hearing was published in the Island Packet on April 30, 2017.
- Per LMO Section 16-2-102.E.2, the applicant shall mail a notice of the public hearing by first-class mail to the owners of the land subject to the application and owners of record of properties within 350 feet of the subject land, no less than 15 calendar days before the hearing date.
- The applicant mailed notices of the May 17, 2017 public hearing by first-class mail to the owners of record of properties within 350 feet of the subject land on April 25, 2017.
- Per LMO Section 16-2-102.E.2, the LMO Official shall post conspicuous notice of the public hearing on or adjacent to the land subject to the application no less than 15 days before the hearing date, with at least one such notice being visible from each public thoroughfare that abuts the subject land.
- The LMO Official posted on April 25, 2017 conspicuous notice of the public hearing on the land subject to the application.

Conclusions of Law:

- The application was submitted in compliance with LMO Section 16-2-103.C and Appendix D-1.
- The LMO Official scheduled the public hearing on the application for the May 17, 2017 Planning Commission meeting, in compliance with LMO Section 16-2-102.E.1.
- Notice of the public hearing was published 17 calendar days before the meeting date, in compliance with LMO Section 16-2-102.E.2.
- The applicant mailed notices of the public hearing to owners of record of properties within 350 feet of the subject land 22 calendar days before the hearing date, in compliance with LMO Section 16-2-102.E.2.
- The LMO Official posted conspicuous notice of the public hearing on the land subject to the application 22 calendar days before the hearing date, in compliance with LMO Section 16-2-102.E.2.

As set forth in LMO Section 16-2-103.C.2.e, Zoning Map Amendment (Rezoning) Advisory Body Review and Recommendation, the Commission shall consider and make findings on the following matters regarding the proposed amendment.

Summary of Facts and Conclusions:

Criteria 1: Whether and the extent to which the proposed zoning is in accordance with the Comprehensive Plan (LMO Section 16-2-103.C.3.a.i):

Findings of Fact:

The under lying zoning of the RM-4 zoned property is not changing but the Comprehensive Plan

addresses this application in the following areas:

Cultural Resources Element

Goal – 2.1 Historical/Cultural Resources

- A. The goal is to identify historic and archaeological sites in Hilton Head Island. Various archaeological sites on Hilton Head Island are thousands of years old. A number of churches and cemeteries date back hundreds of years. Even certain modern buildings, which are products of early resort development, have character worth retaining. Without protection these areas may not be preserved into the future. These areas and structures should be recognized and preserved as important elements in the Island's historic heritage.

Implementation Strategies – 2.1 Historical/Cultural Resources

- D. Improve access to historic sites for educational purposes. Research the options of increasing the ease of accessibility to these sites for education, viewing, and maintenance.
- J. Promote preservation of Gullah/historical neighborhoods and historic structures to help maintain the Gullah culture.

Natural Resources Element

Implications for the Comprehensive Plan – 3.3 Positive Impacts of Environmental Preservation on Quality of Life

The preservation of natural resources includes thoughtful planning techniques and sustainable land-use practices. The Town needs to maintain healthy beaches and creeks, invest in well-planned green space and protect mature tree canopies in order to enhance and support mental and physical health, economic vitality and a high quality of life.

Goal - 3.3 Positive Impacts of Environmental Preservation on Quality of Life

- B. The goal is to maintain human health through natural resource preservation.
- D. The goal is to preserve open space (including improvement and enhancement of existing).

Housing Element

Implication for the Comprehensive Plan – 5.1 Housing Units & Tenure

Although, an increase in the total number of housing units contributes to the economic tax base for the Town, it is important that both the quantity as well as quality of the housing stock is maintained to sustain current and future population and overall property values. As the amount of available land declines for new development, it will be very important to maintain a high quality housing stock on residential properties. In addition, the availability of various housing types is important for the housing market viability to accommodate the diverse needs of the Island's population.

Goal – 5.2 Housing Opportunities

- A. The goal is to engage in projects that encourage affordable/workforce housing on the Island or within the region.
- D. The goal is to monitor changing demographics and trends in housing development to provide housing options that meet market demands.

Land Use Element

Goal – 8.1 Existing Land Use

The goal is to have an appropriate mix of land uses to meet the needs of existing and future populations.

Goal – 8.3 Planned Unit Developments (PUDs)

- A. The goal is to provide flexibility for the PUDs as future policies, regulations and requirements are

adopted Town-wide.

- B. The goal is to have an appropriate mix of land uses to accommodate permanent and seasonal populations and existing market demands is important to sustain the Town's high quality of life and should be considered when amending PUD Master Plans.

Goal - 8.4 Existing Zoning Allocation

- A. An appropriate mix of land uses to accommodate permanent and seasonal populations and existing market demands is important to sustain the Town's high quality of life and should be considered when amending the Town's Official Zoning Map.

Goal – 8.5 Land Use Per Capita

- A. The goal is to have an appropriate mix and availability of land uses to meet the needs of existing and future populations.

Goal – 8.10 Zoning Changes

- B. The goal is to provide appropriate modifications to the Zoning designations to meet market demands while maintaining the character of the Island.

Transportation Element

Implication for the Comprehensive Plan – 9.3 Traffic Planning on the Island

Future development and zoning classifications have an impact on the potential build-out of properties on the Island. Increasing the density of properties in certain areas of the Town may not be appropriate due to the inability of the current transportation network to handle the resulting additional traffic volumes. It may be more appropriate to provide density in areas that have the available roadway capacity and to reduce densities or development potential in areas that do not have the appropriate roadway capacity.

Conclusions of Law:

- This application is consistent with the Comprehensive Plan, as described in Cultural Resources, Natural Resources, Housing, Land Use, and Transportation Elements as set forth in LMO Section 16-2-103.C.3.a.i.
- The proposed rezoning will preserve a historic tabby structure that was part of a historic neighborhood and Gullah culture and use it for educational purposes consistent with the Cultural Resources Element.
- The proposed rezoning will place 2.92 acres of waterfront property into permanent open space protecting the mature tree canopy and the natural resources on this property consistent with the Natural Resources Element.
- The proposed rezoning will allow mixed use development that will provide an option for affordable/workforce housing and various housing types to meet market demands consistent with the Housing Element.
- The proposed rezoning will provide flexibility within a PUD and an appropriate mix of land uses to meet the needs of the population and market demands consistent with the Land Use Element.
- The proposed rezoning will reduce the permitted density and development potential in the area by placing 2.92 acres into permanent open space which will reduce the number of trips produced by development of property consistent with the Transportation Element.

Summary of Facts and Conclusions:

Criteria 2: Whether and the extent to which the proposed zoning would allow a range of uses that are compatible with the uses allowed on other property in the immediate vicinity (LMO Section 16-2-103.C.3.a.ii):

Findings of Fact:

- The applicant is proposing a mixed use development consisting of residential units and light commercial uses limited to office, convenience store, bicycle shop, eating establishment and other commercial services.
- The subject property is surrounded by a mix of uses adjacent to it and in the near vicinity including: a church, restaurants, Bluewater Marina and Resort, single family residential homes, a barber shop and a multi-family residential community.

Conclusion of Law:

- Even though the zoning of the RM-4 property is not changing, the PD-2 Overlay District will allow a range of uses that are compatible with the uses allowed on other property in the immediate vicinity in accordance with LMO Section 16-2-103.C.3.a.ii.

Summary of Facts and Conclusions:

Criteria 3: Whether and the extent to which the proposed zoning is appropriate for the land (LMO Section 16-2-103.C.2.a.iii):

Findings of Fact:

- The uses proposed for the site are designed around the historic tabby ruins, the wetlands and large trees.
- The tabby structure will be preserved and serve as a focal point within the development.
- The transferring of the uses from the WMU zoned properties will allow for preservation of open space that will help to retain the views and water quality of Skull Creek.
- The commercial uses that are proposed for this development are limited and intended to serve the surrounding neighborhoods.

Conclusion of Law:

- Even though the zoning of the RM-4 property is not changing, the zoning of the WMU parcels will be rezoned to Conservation District with this application, therefore the PD-2 Overlay District will allow for a range of uses that will be designed to preserve the significant historical and natural resources on site and is appropriate for the land in accordance with LMO Section 16-2-103.C.3.a.iii.

Summary of Facts and Conclusions:

Criteria 4: Whether and the extent to which the proposed zoning addresses a demonstrated community need (LMO Section 16-2-103.C.3.a.iv):

Findings of Fact:

- The applicant is proposing to develop the land using the true sense of a village or neighborhood, where the residents live and work in close proximity to one another. This mixed use will provide for workforce housing.
- The development will be designed to be a primarily walking community and will limit traffic generated to the area.
- Usable common open space is planned throughout the development. The applicant proposes a community garden within the open space for the residents who live within the development.

Conclusion of Law:

- Even though the zoning of the RM-4 property is not changing, the PD-2 Overlay District addresses and provides for a demonstrated community need in accordance with LMO Section 16-2-103.C.3.a.iv.

Summary of Facts and Conclusion:

Criteria 5: Whether and the extent to which the proposed zoning is consistent with the overall zoning program as expressed in future plans for the Town (LMO 16-2-103.C.3.a.v):

The zoning of the property is not changing except for the WMU parcels which will be rezoned to Conservation District, therefore this criteria is not applicable to this application.

Summary of Facts and Conclusions:

Criteria 6: Whether and the extent to which the proposed zoning would avoid creating an inappropriately isolated zoning district unrelated to adjacent and surrounding zoning districts (LMO Section 16-2-103.C.3.a.vi):

The zoning of the property is not changing except for the WMU parcels which will be rezoned to Conservation District, therefore this criteria is not applicable to this application.

Summary of Facts and Conclusions:

Criteria 7: Whether and the extent to which the proposed zoning would allow the subject property to be put to a reasonably viable economic use (LMO Section 16-2-103.C.3.a.vii):

Findings of Fact:

- The property is proposed to be developed with mixed-use residential and limited light commercial uses (office, bicycle shop, convenience store, eating establishment, other commercial service uses).
- The proposed uses are uses that are permitted in the underlying WMU and RM-4 zoning districts and are compatible with the uses in the vicinity.
- As there hasn't been interest in developing the site with the site plan that was approved with the original PD-2, this application will allow more design flexibility and increase the marketability of the property.

Conclusion of Law:

- Even though the zoning of the RM-4 property is not changing, the PD-2 Overlay District will allow the subject property to be put to a reasonably viable economic use in accordance with LMO Section 16-2-103.C.3.a.vii.

Summary of Facts and Conclusion:

Criteria 8: Whether and the extent to which the proposed zoning would result in development that can be served by available, adequate, and suitable public facilities (e.g. streets, potable water, sewerage, stormwater management) (LMO Section 16-2-103.C.3.a.viii):

Findings of Fact:

- The drainage for the development will be designed as an underground system.
- Water and sewer lines currently exist in this area and will be modified to serve this

development.

Conclusion of Law:

- Even though the zoning of the RM-4 property is not changing, the PD-2 Overlay District will result in development that can be and is already served by available, adequate, and suitable public facilities in accordance with LMO Section 16-2-103.C.3.a.viii.

Summary of Facts and Conclusion:

Criteria 9: Is appropriate due to any changed or changing conditions in the affected area (LMO Section 16-2-103.C.3.a.ix):

Findings of Fact:

- The applicant states in the narrative that Squire Pope Road is experiencing heavy traffic. By placing the WMU zoned parcels in permanent open space, that property will no longer have any development potential and will result in less future traffic generated to the already congested roadway.
- Even though the density from the WMU zoned parcels is being transferred over to the RM-4 zoned parcels, which could potentially generate additional traffic, only a select few uses that are permitted in the WMU zoning district are being transferred over.
- The intent of this project is to be a live-work walkable community which would generate less traffic to this area than if both sites were developed.

Conclusion of Law:

- The proposed application is appropriate due to the changed traffic conditions to the area in accordance with LMO Section 16-3-103.C.a.ix.

As set forth in LMO Section 16-2-103.D.4, PUD District Review Standards, the Commission may also consider and weigh the following standards of LMO Section 16-3-106.G, Planned Development Overlay District.

Summary of Facts and Conclusions:

Criteria 1: An arrangement of developed uses on the site that properly considers significant natural features and natural drainage patterns, views, roadway access, and surrounding land uses (LMO Section 16-3-106.G.6.a):

Findings of Fact:

- The uses proposed for the site are designed around the historic tabby structure and the wetlands.
- The tabby structure will be preserved and serve as a focal point within the development.
- There are several large trees on site that will be preserved.
- The commercial uses that are proposed for this development are limited and intended to serve the surrounding neighborhoods.
- The drainage for the development will be designed as an underground system.
- The transferring of the uses from the WMU zoned properties will allow for preservation of open space that will help to retain the views and water quality of Skull Creek.
- The roadway access points on both Squire Pope Road and Gum Tree Road will be designed to provide the safest location of curb cuts taking into consideration the distance of each curb

cut from the existing traffic circle and all other curb cuts.

- The subject property is surrounded by a mix of uses adjacent to it and in the near vicinity including: a church, restaurants, Bluewater Marina and Resort, single family residential homes, a barber shop, a multi-family residential community and a vacant property owned by the Town.

Conclusion of Law:

- This application does provide for the proper arrangement of uses on the site so that it considers the natural features and drainage, views, roadway access and surrounding uses in accordance with LMO Section 16-3-106.G.6.a.

Summary of Facts and Conclusions:

Criteria 2: Clustering of developed sites, especially buildings, so as to preserve natural or historic features and provide usable common open space (LMO Section 16-3-106.G.6.b):

Findings of Fact:

- The proposed design of the site does cluster development in areas to preserve the historic tabby structure as well as several large trees and wetlands.
- Usable common open space is planned throughout the development. The applicant proposes a community garden within the open space for the residents who live within the development.
- The transferring of the uses from the WMU zoned properties will allow for preservation of open space that will help to retain the views and water quality of Skull Creek.

Conclusion of Law:

- This application does cluster the development portion of the site to preserve the natural and historic features and provides open space in accordance with LMO Section 16-3-106.G.6.b.

Summary of Facts and Conclusions:

Criteria 3: An integrated, coordinated circulation system with complete interconnection (LMO Section 16-3-106.G.6.c):

Finding of Fact:

- Pedestrian circulation will be provided throughout the property through an integrated pathway system that ties into the Town's existing pathways.

Conclusion of Law:

- This application does provide an integrated circulation system and interconnection for both pedestrian and vehicular travel in accordance with LMO Section 16-3-106.G.6.c.

Summary of Facts and Conclusions:

Criteria 4: Maximum integration of other infrastructure – such as sewers, water, and drainage systems – in consideration of environmental factors (LMO Section 16-3-106.G.6.d):

Findings of Fact:

- The drainage for the development will be designed as an underground system.
- Water and sewer lines currently exist in this area and will be modified to serve this

development.

- Locations of the utility lines as well as the underground drainage system will be reviewed with respect to the natural resources on site by Town staff during the Development Plan Review process.

Conclusion of Law:

- This application will consider environmental factors as it pertains to the integration of the infrastructure in accordance with LMO Section 16-3-106.G.6.d.

Summary of Facts and Conclusions:

Criteria 5: Design and sizing of street, drainage, and utility systems to accommodate the overall service demand of the planned development (LMO Section 16-3-106.G.6.e):

Finding of Fact:

- The design and size of the drive aisles, drainage and utilities will be reviewed by staff during the Development Plan Review process and will be required to meet the standards of the LMO.

Conclusion of Law:

- The infrastructure proposed with this application will accommodate the overall service demand of the development in accordance with LMO Section 16-3-106.G.6.e.

Summary of Facts and Conclusions:

Criteria 6: Provision for the ownership and maintenance of common open space through a property owners' association or other mechanisms permitted under Section 16-5-104.E, Ownership, Management and Maintenance of Common Open Space (LMO Section 16-3-106.G.6.f):

Finding of Fact:

- A Property Owner's Association will be formed to maintain common areas in the development.

Conclusion of Law:

- This application will provide for ownership and maintenance of the common open space in accordance with LMO Section 16-3-106.G.6.f.

Summary of Facts and Conclusions:

Criteria 7: Architectural guidelines and standards throughout the planned development (LMO Section 16-3-106.G.6.g):

Findings of Fact:

- Conceptual designs have been submitted proposing traditional low country vernacular design for the development.
- The project will require approval from the Design Review Board

Conclusion of Law:

- This application will follow architectural standards in accordance with LMO Section 16-3-106.G.6.g.

Summary of Facts and Conclusions:

Criteria 8: Acreage sufficient to accomplish the basic purposes and features as outlined above (LMO Section 16-3-106.G.6.b):

Findings of Fact:

- Per LMO Section 16-3-104.E.3, the maximum density permitted in the RM-4 Zoning District is 4 dwelling units per net acre (6 units per net acre if the lot area is at least 3 acres, or 8 units per net acre if the lot area is at least 5 acres) or 6,000 square feet per net acre for nonresidential uses.
- Per LMO Section 16-3-105.O.3, the maximum density permitted in the WMU Zoning District is 16 dwelling units per net acre or 8,000 square feet per net acre for nonresidential uses.
- Per LMO Section 16-3-106.G.4, a section or phase of the planned development may be built at a density which is greater than the site-specific density allowed by the underlying base zoning district, provided that any such concentration of density is offset by an area of lower density in another section or phase of the planned development or by an appropriate reservation of common open space elsewhere in the planned development. This section also states that when a PD-2 Overlay District overlays more than one base zoning district, the area standards shall be pro-rated based on the district acreage and the average resulting standard shall rule. Therefore, this section allows the higher density of the WMU district to be placed in the RM-4 district as long as an area of lower density or common open space is provided elsewhere.
- Per LMO Section 16-3-106.G.3, any use permitted by right, or subject to use-specific conditions, in the underlying base district is permitted. Where multiple base zoning districts are incorporated in the PD-2, the uses shall remain proportional to the area of the underlying base zoning district.
- Per LMO Section 16-3-106.G.7.c.i, the overall density permitted within a noncontiguous PD-2 Overlay District shall be calculated by adding the densities allowed by right for the total acreage of all sites in the district and then averaging.
- This project consists of 8.96 total acres; of which 7.83 acres contains no tidal wetlands. The development will consist of both residential and commercial uses. Because the density is calculated by adding the densities allowed by right for each district and then averaging the two, the density for this development is limited to 9 dwelling units per net acre or 6,411 square feet per net acre of nonresidential uses. Based on these calculations, the maximum permitted density for this development is 47 dwelling units and 16,027 square feet of nonresidential uses. The applicant is proposing 31 dwelling units and 16,000 square feet of nonresidential development for this project.

Conclusion of Law:

- This application contains sufficient acreage to accomplish the basic purposes and preserves both the natural and historic features of the site in accordance with LMO Section 16-3-106.G.6.h.

Note: If the proposed amendment is approved by Town Council, such action shall be by ordinance to amend the Official Zoning Map. If it is denied by Town Council, such action shall be by resolution.

PREPARED BY:

ND

Nicole Dixon, CFM
Development Review Administrator

April 28, 2017

DATE

REVIEWED BY:

TL

Teri B. Lewis, AICP
LMO Official

May 9, 2017

DATE

REVIEWED BY:

JL

Jayme Lopko, AICP
Senior Planner & Planning Commission Board Coordinator

May 5, 2017

DATE

ATTACHMENTS:

- A) Vicinity Map
- B) Zoning Map
- C) Applicant's Narrative
- D) Site Survey
- E) Project Diagram
- F) Building Elevation



Properties highlighted in blue are subject to PD-2 Overlay District

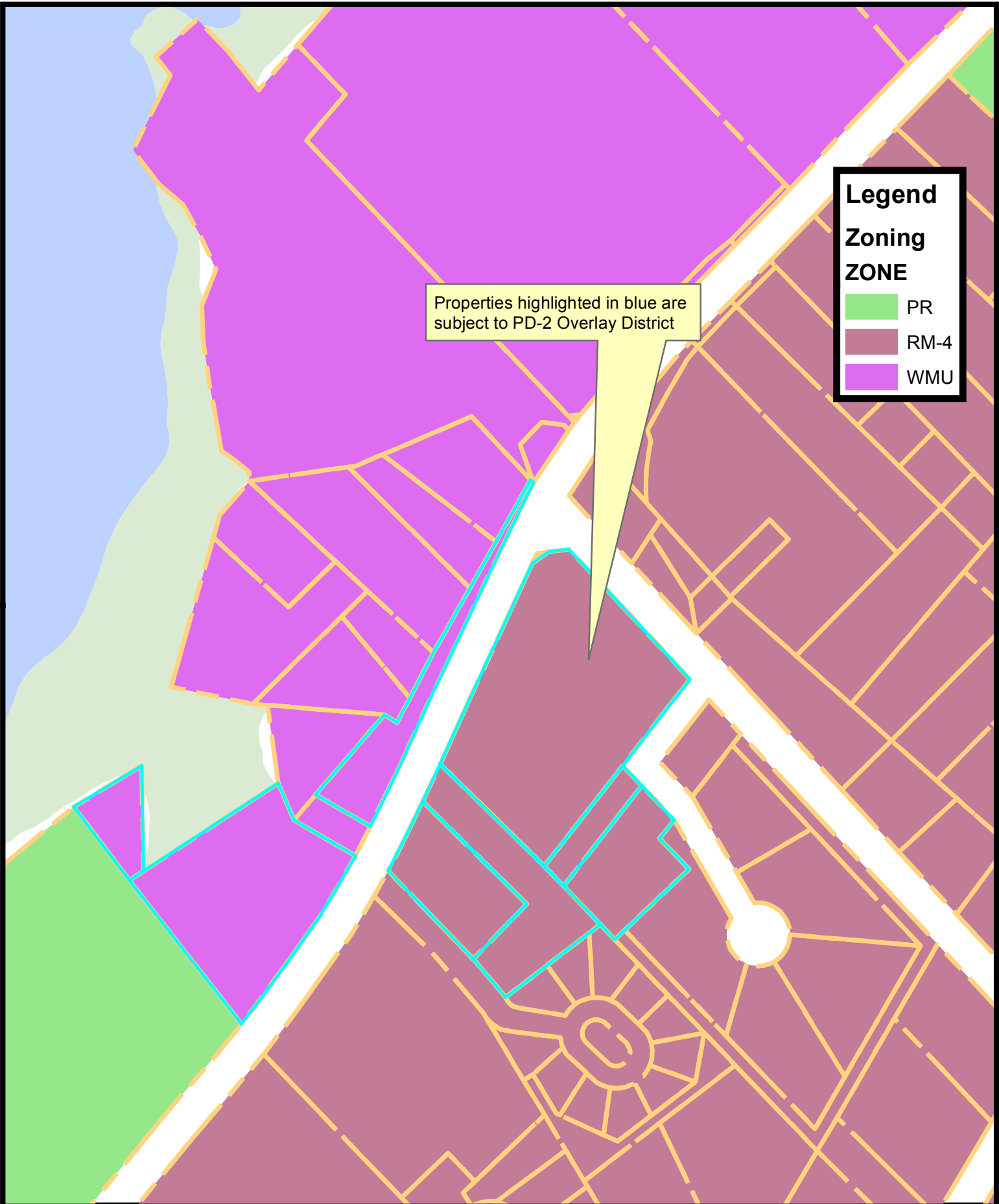


TOWN OF HILTON HEAD ISLAND
ONE TOWN CENTER COURT
HILTON HEAD ISLAND, S.C. 29928
PHONE (843) 341-4600
Date Created: April 24, 2017
Project: map.mxd

Town of Hilton Head Island
ZA-000954-2017
Attachment A - Vicinity Map






The information on this map has been compiled from a variety of sources and is intended to be used only as a guide. It is provided without any warranty or representation as to the accuracy or completeness of the data shown. The Town of Hilton Head Island assumes no liability for its accuracy or date of completion or for any losses arising from the use of the map.



Legend

Zoning

ZONE

	PR
	RM-4
	WMU

Properties highlighted in blue are subject to PD-2 Overlay District



TOWN OF HILTON HEAD ISLAND
ONE TOWN CENTER COURT
HILTON HEAD ISLAND, S.C. 29928
PHONE (843) 341-4600
Date Created: April 25, 2017
Project: map.mxd

Town of Hilton Head Island
ZA-000954-2017
ATTACHMENT B - Zoning Map



The information on this map has been compiled from a variety of sources and is intended to be used only as a guide. It is provided without any warranty or representation as to the accuracy or completeness of the data shown. The Town of Hilton Head Island assumes no liability for its accuracy or date of completion or for any losses arising from the use of the map.

ATTACHMENT C

PD-2 Proposal for Tabby Village

Tabby Village: A Traditional Mixed-Use Development at the southwest side of the Intersection of Squire Pope and Gumtree Roads, Hilton Head Island

The purpose of this application is to modify the existing PD-2 to make the development options more flexible.

The site for Tabby Village lies in the native islander section of Hilton Head Island known as Ward One, at the intersection of Squire Pope and Gumtree Roads. The term 'village' is deliberately used to impart a sense of a true neighborhood, where inhabitants live and work in close proximity to one another. The development is designed to be primarily a walking community where day-to-day needs -- both commercial and social -- are accommodated. While there is currently no public transportation available to transport residents to work outside of the community, a bus stop has been included in the design in the hope that bus service will one day be available. The property includes a tabby ruin which will be restored and will become focal point of the development. The plan is laid out to preserve wetlands and the majority of trees, and to allow access to the historically significant ruin. The developer's sincere hope and intent is that this plan represents the beginnings of a neighborhood in which local people and newcomers alike will feel comfortable and will be able to build a community that is respectful of the land, is nurturing, and is a good place to raise their families, not unlike the Gullah communities of the old Hilton Head.

The proposed Tabby Village development is structured as a PD-2, and encompasses +/- 9 acres of land. The underlying zoning districts are RM4 (approx. 6 acres) and WMU (approx. 3 acres). The plan calls for the preservation in a natural state of 2.92 acres of marsh-front land, currently zoned WMU, of which approximately 1.25 acres are upland. Also incorporated is a .54-acre parcel, zoned WMU, all of which is upland, for a total of 1.79 acres of upland. The intention is to use the development rights from these 1.79 acres on a portion of the site which is currently zoned RM4, generally around the area of the tabby ruin.

There are two sections of planned development, as follows:

- I) Section A: Approximately 3 acres of land on the northwest side of Squire Pope Road, current zoning WMU, parcels:

a) R511 003 0223 0000	0.54 acre
b) R511 003 0049 0000	0.33 acre
c) R511 003 014D 0000	2.05 acres
TOTAL	2.92 acres

ATTACHMENT C

- 2) Section B: Approximately 6 acres of land on the southwest side of the intersection of Squire Pope and Gumtree Roads, current zoning RM4, parcels:

a) R510 003 0016 0000	3.23 acres
b) R511 003 0014I 0000	0.77 acre
c) R510 003 0014 0000	0.98 acre
d) R510 003 0058 0000	0.27 acre
e) R510 003 058A 0000	0.73 acre
TOTAL	5.98 acres

Total development area: 8.90 acres

The development will include up to 16,000 square feet of commercial space and up to 31 units of multifamily housing, all in section B, and a minimum of 3 acres of designated open space including all of Section A.

The three parcels zoned WMU will remain undeveloped and be designated as open space. In addition to the uses allowed in the RM4 District the following WMU uses will be transferred to the RM4 parcel:

- mixed-use
- office uses
- bike shop
- eating establishment
- other commercial services not limited to 1200 square feet
- convenience store not limited to 1200 square feet

The +/- 6 acres in the RM4 district will include mixed-use residential and light commercial. Design will be traditional low-country vernacular and will comply with the Design Review Board requirements. Underground storm water retention system to be installed under roadways and/or parking areas as required. Tree removal will be kept to a minimum, and new plantings will be added.

The development will comply with the setback requirements in the Land Management Ordinance.

Marsh Tacky Village is consistent with the Comprehensive Plan's goals as follows:

Historical/Cultural Resources

Goal A: the tabby structure, part of the original Cotton Hope Plantation, will be preserved

Goal B: the tabby structure will become accessible to the public as the focal point of this development

Goal D: education about the rich culture of Hilton Head Island will be enhanced by the access to the tabby ruins

Goal E: the goal of preserving and maintaining historical resources is realized with the preservation of and access to the tabby ruins

ATTACHMENT C

Protect Water Quality and Quantity

Goal B: 3 parcels of land along the marshes of Skull Creek will be preserved

Protect Quality of Life through Environmental Preservation

Goal D: 3 parcels of land (2.92 acres) along the marshes of Skull Creek will be preserved as open space

Housing Opportunities

Goal A: Marsh Tacky Village is being planned with the needs of workforce housing in mind

Additional benefits of the development:

- Densities and accompanying traffic generation will be lower than current zoning allowances
- Majority of trees will be preserved
- The development will include neighborhood shops to serve the daily needs of the surrounding area, and will encourage pedestrian traffic throughout
- Majority of existing wetlands on the property will be left undisturbed

PD-2 Proposal for Tabby Village

**Zoning Map Amendment Review Standards for
Tabby Village: A Traditional Mixed-Use Development at the southwest
side of the Intersection of Squire Pope and Gumtree Roads, Hilton Head
Island**

i. Is in accordance with the ***Comprehensive Plan***

Marsh Tacky Village is consistent with the Comprehensive Plan's goals as follows:

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Additional benefits of the development:

- Densities and accompanying traffic generation will be lower than current zoning allowances
- Majority of trees will be preserved
- The development will include neighborhood shops to serve the daily needs of the surrounding area, and will encourage pedestrian traffic throughout
- Majority of existing wetlands on the property will be left undisturbed

ii. Would allow a range of **uses** that are compatible with the uses allowed on other property in the immediate vicinity

The development is surrounded by RM4 with WMU across the street.

iii. Is appropriate for the **land**

The land surrounding the tabby would be used for commercial and multifamily. The waterfront land would be preserved as open space.

iv. Addresses a demonstrated community need

The mixed use allows for workforce housing while the limited commercial use will keep some traffic more local.

v. Is consistent with the overall zoning program as expressed in future plans for the Town

There aren't any future plans for this area.

vi Would avoid creating an inappropriately isolated zoning district unrelated to adjacent and surrounding zoning districts

Because this is going to be an overly district, the basic zoning would remain.

vii Would allow the subject property to be put to a reasonably viable economic use

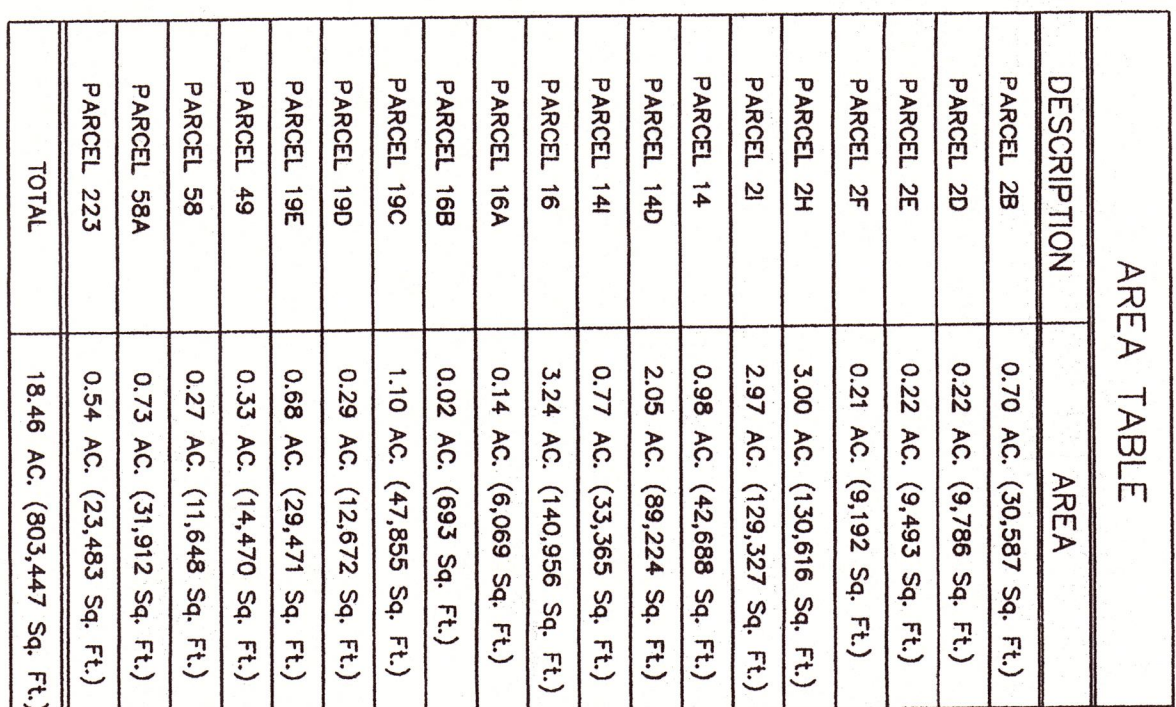
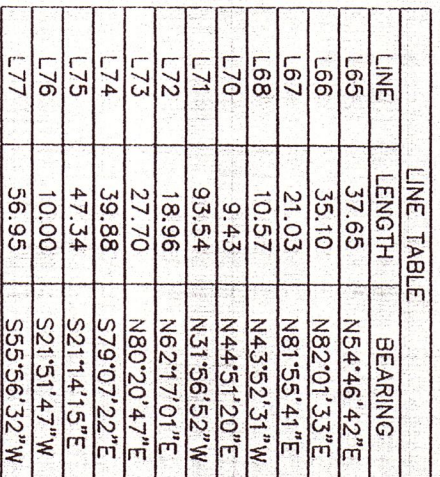
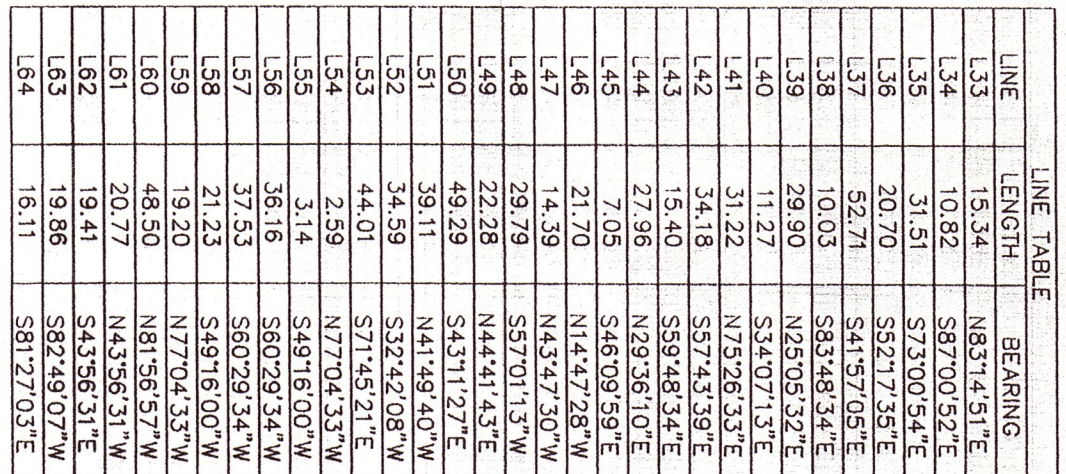
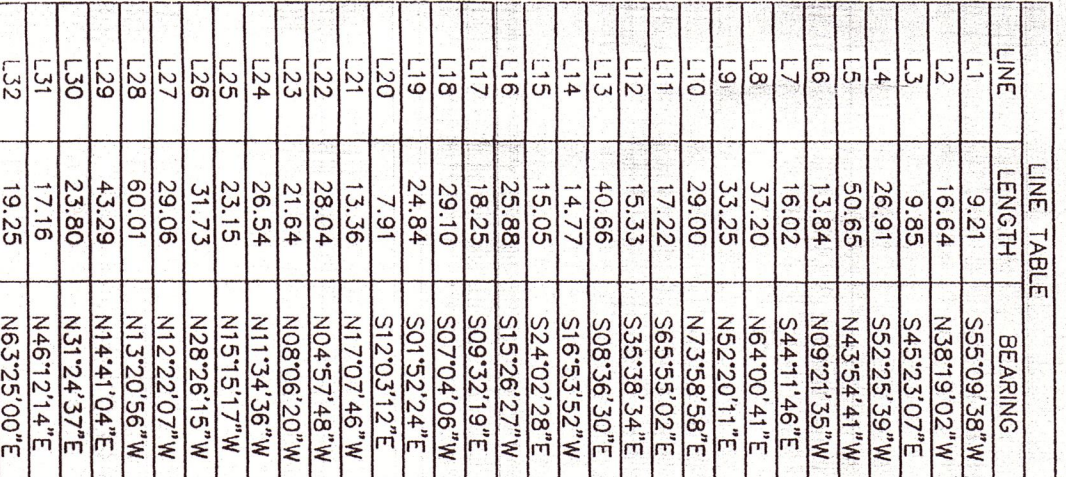
This allows for a better mix of uses.

viii Would result in **development** that can be served by available, adequate, and suitable public facilities (e.g. **streets**, potable water, sewerage, stormwater management)

These services/facilities are already available.

ix Is appropriate due to any changed or changing conditions in the affected area

The Squire Pope Road traffic light is failing due to heavy traffic. This will decrease traffic on Squire Pope Road by placing the waterfront section in a conservation plan so that it will not be developed.

[illegible]

BEAUFORT COUNTY - SOUTH CAROLINA
PREPARED FOR: BARNWELL FAMILY ASSOCIATES, LLC

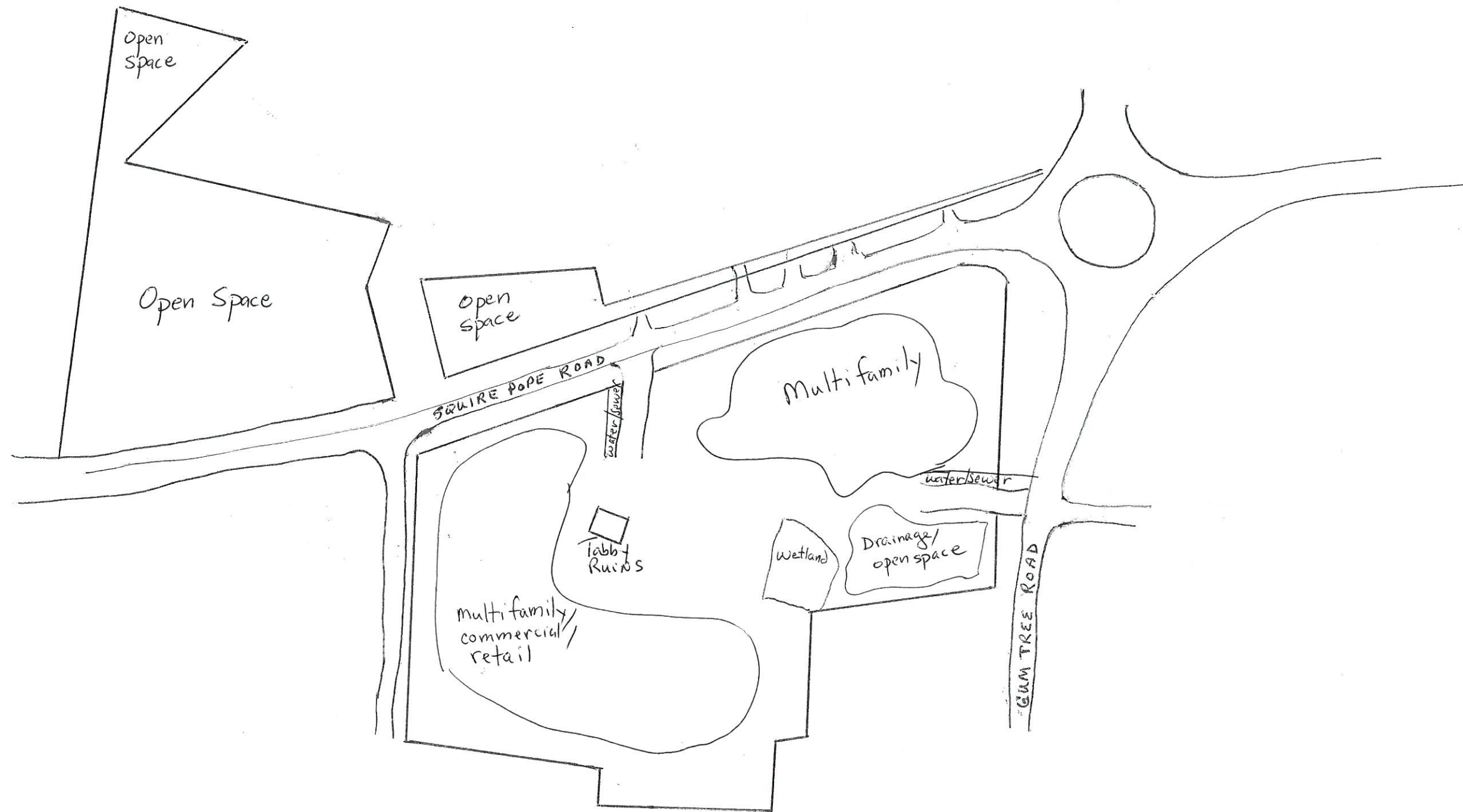
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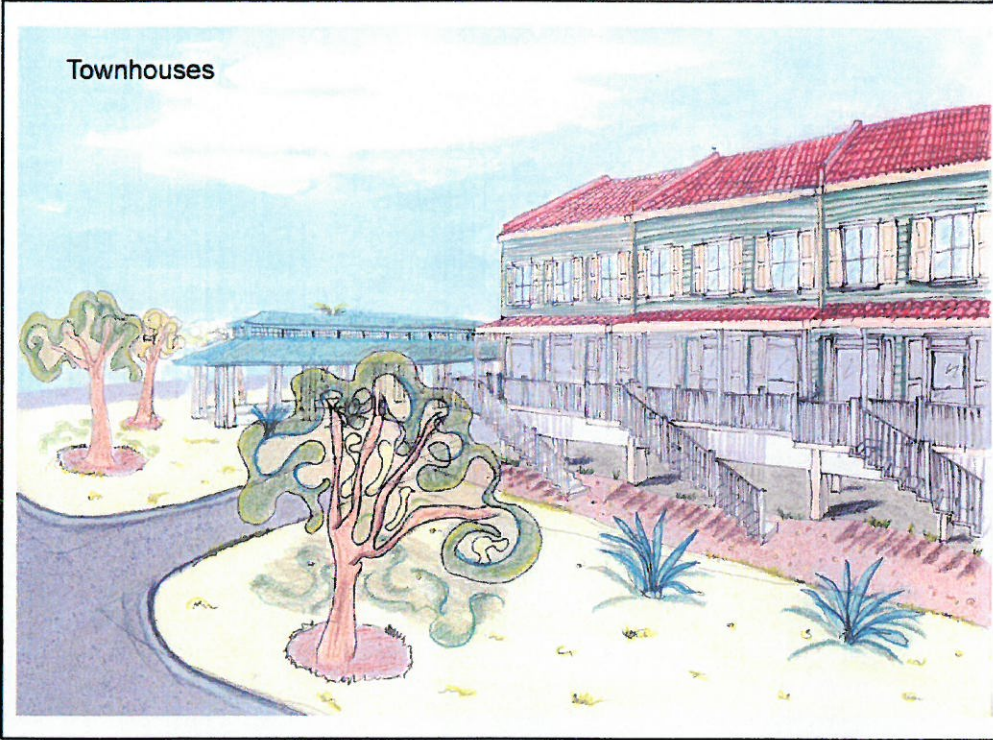
SIS Sea Island Land Survey, LLC.
1618-931 886-3248
1618-931 886-3249
1618-931 886-3250
E-mail: sis@seaisland.com

FILE NO.: 081198 DWG No.: 6-533

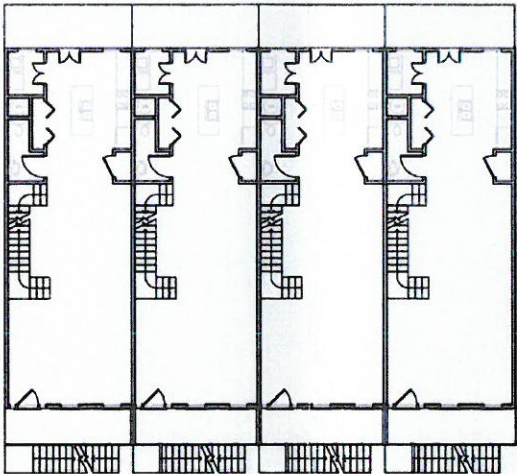
ATTACHMENT E



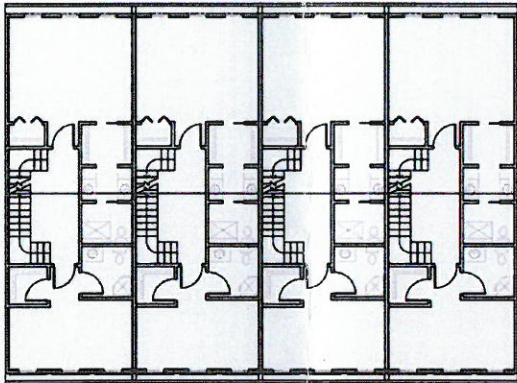
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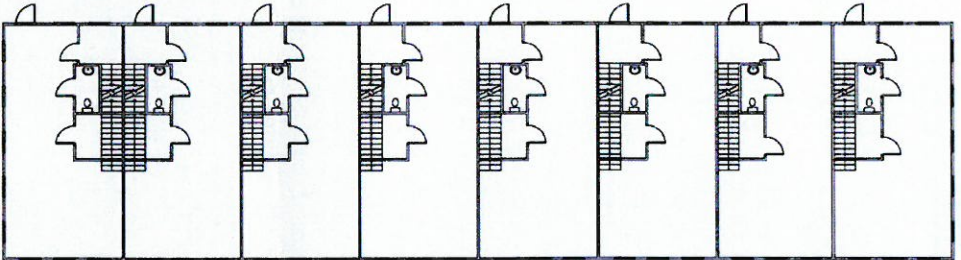
FIRST FLOOR



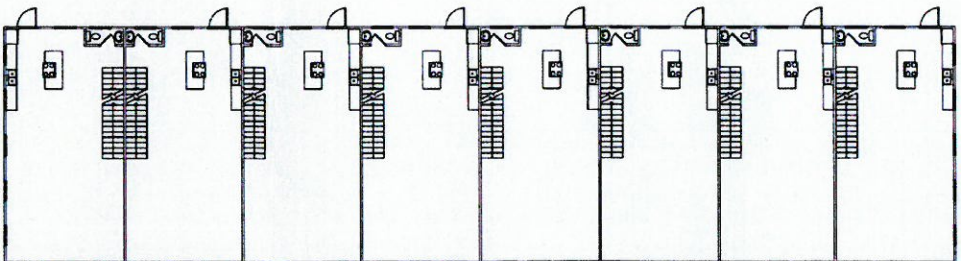
SECOND FLOOR



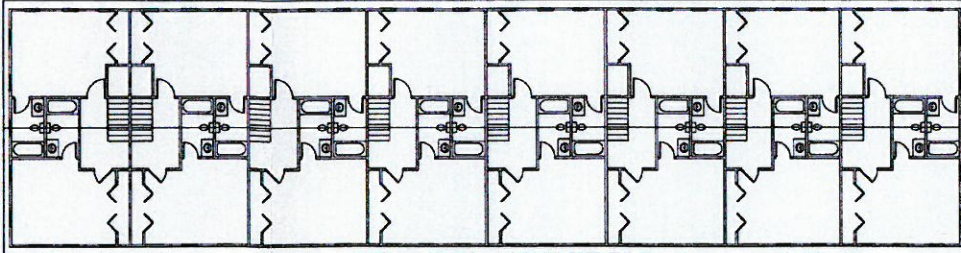
RETAIL LEVEL



SECOND FLOOR LIVING SPACE



THIRD FLOOR LIVING SPACE



TABBY RUINS VILLAGE LIVE / WORK UNITS AND TOWNHOUSES

Prepared for Barnwell Family Associates LLC
Savannah College of Art & Design, Design Studio II Winter 2007
Helga B. Lilley & Kimberly C. Deriana
Professor Catalina Strother



TOWN OF HILTON HEAD ISLAND

Intergovernmental & Public Safety Committee

TO: Stephen G. Riley, ICMA~CM, Town Manager
FROM: Greg DeLoach, Assistant Town Manager
VIA:
DATE: May 25, 2017
SUBJECT: Resolution Establishing a Friendship Pact with Verona, Italy

On May 18, 2017 the Intergovernmental and Public Safety Committee met to consider a request by the Italian American Club of Hilton Head Island to consider joining the City of Verona, Italy in a friendship pact. The Committee endorsed the Resolution by a vote of 3-0.

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILTON HEAD ISLAND,
SOUTH CAROLINA, ESTABLISHING A FRIENDSHIP CITY PACT WITH VERONA, ITALY**

WHEREAS, the citizens of the Town of Hilton Head Island wish to encourage educational, cultural, artistic, athletic, trade, business, technology, and governmental exchanges to better understand the diverse peoples and cultures of the world; and

WHEREAS, the Town Council of Hilton Head Island wishes to encourage international good will, trade, and tourism, and is desirous of providing its citizens with opportunities to give service to and derive benefit from community projects of international scope; and

WHEREAS, the City of Verona, Italy, has expressed a desire to form a partnership with the Town of Hilton Head Island, believing that this new relationship will be mutually beneficial to all; and

WHEREAS, there exist many important common interests and characteristics, particularly in the arts, culture and tourism, between Hilton Head Island and Verona, Italy; and

WHEREAS, the Italian-American Club of Hilton Head Island pledges its support to the community with the creation of a Friendship City pact with Verona, Italy.

NOW THEREFORE, BE IT, AND IT HEREBY IS, RESOLVED BY THE TOWN COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, THAT in order to promote exchanges in educational, cultural, artistic, recreational and economic fields, to strengthen the ties of mutual understanding and friendship, and to help promote the welfare of the citizens of the Hilton Head Island, this Town Council does hereby agree to the establishment of a Friendship Pact with the City of Verona, Italy, and directs the Mayor to officially memorialize such a pact with Verona city officials; and

BE IT FURTHER RESOLVED, that the Mayor enjoin the Italian-American Club of Hilton Head Island to facilitate the sharing of expertise by involving appropriate individuals, groups, and businesses in developing cultural, educational, technical, and commercial exchanges.

MOVED, APPROVED AND ADOPTED THIS _____ DAY OF _____, 2017.

David Bennett, Mayor

Krista M. Wiedmeyer, Town Clerk

APPROVED AS TO FORM:

Gregory M. Alford, Town Attorney

Introduced by Council Member: _____

Sister City information for

Hilton Head Island, USA – Verona, Italy



Verona, Italy



Hilton Head Island, USA

Sister City relationships

To promote peace through mutual respect, understanding, and cooperation — one individual, one community at a time.

Sister Cities International was created at President Eisenhower's 1956 White House conference on citizen diplomacy. Sister Cities International creates relationships based on cultural, educational, information and trade exchanges, creating lifelong friendships that provide prosperity and peace. Sister Cities International dedicates a special focus on areas with significant opportunities for cultural and educational exchanges, and economic partnerships.

Sister Cities International's member programs focus on four main areas of exchange: arts and culture, youth and education, business and trade, and community development and technical exchange to connect citizens around the globe.

At a glance: Commonalities and possible relationships

- 1) Touristic popularity and sheer beauty of the cities. Both cities are prime vacation destinations. Verona, home of Romeo and Juliet, is the Italy's fourth most visited city. HHI was recently named the best island in US by *Travel & Leisure* magazine.
- 2) Unique areas. Both HHI and Verona are unique in relation to other US and Italian cities, respectively. Both share the distinction of a reputation for the preservation of natural resources, which elicits not only international attention but also draws people to them.

- 3) Music and Arts orientation. Both cities have significant music and art events. Verona's arena is world-famous for its concerts and opera.
- 4) Cities on water. The Atlantic coast provides as much opportunity for transportation and recreation as the Alto Adige River provides for Verona.
- 5) Universities. Both cities have universities in proximity for exchanges.
- 6) Accessibility. Both cities are easily accessible by an international airport.
- 7) Language. As an international city, Verona has a large English-speaking contingent. HHI enjoys a thriving and successful Italian-American Club.
- 8) Interest. Verona is a Sister City with Albany, NY, and Fresno, CA. (None in SE US).
- 9) Food culture. Both cities have a very vibrant restaurant culture.

One Specific Area of Mutual Interest

Entertainment, Arts, Culture and Heritage

Hilton Head Island's Arts & Cultural Strategic Planning Committee exists, in part, "to support the advancement of Hilton Head Island as a rich and diverse arts and cultural destination that enriches the lives of our residents and guests."

Consistent with this mission, and with the recognition that HHI has a diverse and sophisticated arts, culture and heritage environment, this committee has formally recommended for hire a director of a Hilton Head Island Culture & Arts Network (HHICAN). Among the varied tasks assigned to the director is to "establish and promote the Island as a premier arts and cultural destination."

This initiative could certainly be facilitated by a vibrant relationship with Verona, Italy – well-known throughout the world for its major cultural, artistic, entertainment events. Through an exchange of ideas with Veronese arts and culture professionals, HHI would be better positioned to establish itself as a premier destination for the arts. Here are just a few notable events:

- 1) Verona is listed as a World Heritage Site by the UNESCO Committee, being an example of an Italian city that in its urban structure and architecture illustrates how a town developed progressively and uninterruptedly over two thousand years, incorporating artistic elements of the highest quality from each succeeding period.
(<http://whc.unesco.org/en/list/797>)

2) The Arena (Ancient Roman Amphitheater) is home to the prestigious Summer Opera Festival, presenting every year Opera masterpieces like Aida, Traviata, Tosca, Nabucco, Rigoletto, Madama Butterfly. (<http://www.arena.it/arena/it>)

3) Teatro Romano (Ancient Roman Theater) hosts the annual Shakespearian Festival and full calendar of concerts, dance shows and plays from internationally renowned artists, as well as the Verona Jazz and Rumors Festivals. (http://www.estateteatraleveronese.it/nqcontent.cfm?a_id=55384&tt=estateTeatrale2008&id_menu=55384)

4) Teatro Filarmonico is the historical location in the center of Verona that hosts every year the Veronese Symphonic Season and the Veronese Opera Season (<http://www.arena.it/filarmonico/it>)

5) Teatro Stabile di Verona organizes every year two full calendars of theatrical events, one dedicated to Classical Theater and one dedicated to Contemporary Theater, both starring famous Italian and international companies (<http://www.teatronuovoverona.it/index.html>)

6) Verona in Love takes place every year on Valentine's weekend and includes a series of events, readings, shows and exhibitions inspired by the legend of the Veronese lovers Romeo and Juliet. (<http://www.veronainlove.it/>)

7) Vinitaly is an international wine competition and exposition that is held annually in April in the Italian wine region of Verona in northeast Italy. The event is open to both the public and wine professionals featuring an average of 3000 wines from several dozen countries. First held in 1967, VinItaly has been called the most important convention of domestic and international wines and the largest wine show in the world. (<http://www.vinitaly.com/en>)

8) FieraCavalli – “Horse Fair” is an international show dedicated to horses and horse riding, which takes place in Verona every year from 1898 in early November. Since 2001 the Festival hosts the only Italian stage Rolex FEI World Cup, International Grand Prix jump obstacles. (<http://www.fieracavalli.it/en>)

9) CentoMiglia Sailing Regatta takes place every year on Lake Garda. Organized by the Circolo Vela Gargnano since 1951, it consists of a tour of Lake Garda. Its name recalls the “Mille Miglia” motor race, and just like in this competition, everyone is free to take part. (<http://www.centomiglia.it/the-history-of-the-centomiglia-lake-garda/>)

Other Possible Opportunities for Exchange (suggestions for committees)

1) Tourism

2) Commerce/Professional/Technical

- 3) Education
- 4) Social Organizations
- 5) Municipal/City
- 6) Humanitarian Organizations

Sister Cities International identifies four general classifications of exchanges:

- 1) Arts and Culture

Arts and cultural programs are some of the oldest and most robust in the sister cities network and continue to connect people from different backgrounds on a fundamental level. By experiencing and exploring the culture of an international community, citizens may gain insight into the history, values, and aesthetic sensibilities of their partners.

More importantly for Hilton Head Island, the successes Verona has experienced in its transition to a world-renown center for the arts, entertainment, and culture can be benchmarked to facilitate the island's new arts and culture initiative.

- 2) Youth and Education

Sister city exchanges are often the first opportunity that youth have to travel abroad, and the experience of being a guest rather than a tourist is a unique opportunity that helps them develop cross-cultural competence and maturity. Activities often include short- and long-term student exchanges, virtual exchanges, and sports tournaments.

Educational exchanges, whether at the high school or college level, provide young people with the opportunity to develop professional skills under the umbrella of citizen diplomacy. These exchanges are often described by participants as “a life-changing experience,” and many current leaders in international affairs or diplomacy can trace their interest to their first sister city exchange.

- 3) Business and Trade

In addition to trade delegations and tourism dollars, sister city programs create connections with international municipal officials, institutions, and businesses. These connections build trust, access, and expertise that help local businesses find new opportunities. Whether it is access to new markets, assistance navigating import and export regulations, or introductions to new partners, sister city programs expand the resources available to local businesses. On Hilton Head Island, an exchange in restaurant entrepreneurship would be particularly interesting.

4) Municipal Exchange and Community Development

Peer-learning between municipal employees and elected officials through sister city activities has helped cities implement innovative policies and management techniques in sanitation, water, health, transportation, tourism, economic development, and education. Sister city programs also often raise funds or collect supplies for natural disasters or other emergencies in their sister cities.

Stages of Development

Phase 1

Following a HHI Town Council resolution to establish a Friendship Pact agreement with the city of Verona, Italy, the following initial steps are typical and reasonable, but in no way absolutely necessary:

- 1) Town officials would travel to Verona to memorialize the agreement at a signing ceremony. The visit would also be an opportunity to develop initial relationships with key partners.
- 2) The Italian-American Club would develop a Verona Steering Committee, a private group of specialists who would oversee the organization and administration of committees focused on specific areas of exchange (tourism, commerce, etc.).
- 3) Committees to develop these areas of exchange would be constituted and charged. (Committees are typically made up of 8 persons; some may be appointed, while others apply from the community at large.)

Phase 2

- 1) Committees begin their work with brainstorming and benchmarking, focusing on ways to bring people and ideas together.
- 2) Models of exchange created seek to not only expand creativity and possibilities, but also to institutionalize relationships.
- 3) Each committee would establish an initial event or program to involve local stakeholders and community members. Each committee is responsible for proposing their event or program through the Verona Steering Committee. Such proposals would include goals and objectives, schedules, and a proposed budget (with funding sources).

- 4) The Verona Steering Committee would perform process and outcome evaluations of the work of the various committees on a regular basis, and provide a report of such to the Mayor and Town Council.
- 5) These evaluations will point to successes, learn from challenges, and outline future directions in hopes of building on profitable relationships and institutionalizing exchanges.

Financial Needs

No funding at all is necessary. Relationships can be forged at a distance. The specific committees and constituents on each side can decide if they would like to meet. Costs associated with such a meeting would be paid by those constituents themselves, donors, or through grants.

While a trip to memorialize the agreement is typical, it is in no way necessary. In this case, Verona has invited HHI officials to Verona for such a signing ceremony. They will provide accommodations.

South Carolina Sister Cities

Aiken:

- Orvieto, Italy

Anderson:

- Carrickfergus, Northern Ireland, UK

Charleston:

- Spoleto, Italy

Columbia:

- Accra, Ghana
- Chelyabinsk, Russia
- Cluj-Napoca, Romania
- Kaiserslautern, Germany
- Plovdiv, Bulgaria
- Yibin City, China

Greenville:

- Bergamo, Italy
- Kortrijk, Belgium
- Tianjin, China

Myrtle Beach:

- Keighley, England, UK
- Pinamar, Argentina

Pendleton:

- Stornoway, Scotland, UK

Clover:

- Larne, Northern Ireland, UK

To Dr. Richard Collins:

Subject: Friendship pact with the town of Hilton Head

I am pleased to inform you that the City Council, with the decision taken at its meeting on January 17, has expressed a favorable opinion on the proposal to establish a pact of friendship with Hilton Head (South Carolina). Further communication will follow in this regard by the relevant offices. In wishing the best success of the initiative, I take this opportunity to extend my highest regards.

Counselor for Policy

Alberto Benetti

Verona, 24 gennaio 2017

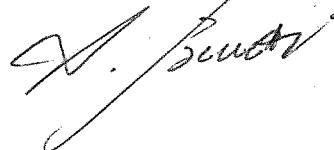
Egregio Professore
Richard James Collins
Inlingua Verona – Mater Academy
Stradone San Fermo, 21
37121 Verona

Oggetto: Patto di amicizia con la città di Hilton Head

Sono lieto di informare che la Giunta Comunale, con decisione assunta nella seduta del 17 gennaio u.s., ha espresso parere favorevole alla proposta di instaurare un patto d'amicizia tra la città di Verona e la città di Hilton Head (South Carolina). Seguiranno a tal proposito ulteriori comunicazioni da parte degli uffici preposti.

Nell'augurare la migliore riuscita dell'iniziativa, colgo l'occasione per porgere i migliori saluti.

L'Assessore alle Politiche Giovanili
Alberto Benetti



Verona, 30 Gennaio 2017

Egregio signor Sindaco e caro collega,

nel ringraziarLa vivamente per l'interesse dimostrato per Verona con la Sua lettera del 20 Dicembre scorso, è con grande piacere che Le comunico che questa Amministrazione comunale si sente onorata di avviare uno scambio di idee e di rapporti culturali tra le nostre Città.

Si condivide il pensiero di attribuire grande importanza ai gemellaggi e ai patti di amicizia in quanto rappresentano strumenti straordinari di azione interculturale, di conoscenza reciproca, di sensibilizzazione e cooperazione per la realizzazione di relazioni amichevoli sempre più proficue tra le popolazioni.

Nel rimanere a disposizione per riferirLe le notizie che possono interessare per una produttiva collaborazione tra le due Amministrazioni, accolga i miei migliori saluti.

Flavio Tosi



Egregio Signor
Dott. David Bennett
Sindaco della città di Hilton Head Island
One Town Center Court
Hilton Head Island, S.C. 29928
USA

Verona, 30th January 2017

Dear Mayor and colleague,

thank you very much for your kind letter of 20th December in which you have showed great interest in the City of Verona. With great pleasure I let you know that Verona Municipality is really honoured to begin an exchange of ideas and cultural relationships with your City.

We share the idea that twinnings and friendship pacts are highly important, as they represent extraordinary instruments for intercultural initiatives, mutual understanding, awareness and cooperation, in order to foster friendly and successful relationships among people.

We are at your disposal to give you any information which can be useful in order to build a fruitful relationship between our two Municipal Administrations.

Sincerely,



Flavio Tosi

Dear Mr.
Dr. David Bennett
Mayor of Hilton Head Island Town
One Town Center Court
Hilton Head Island, S.C. 29928
USA



TOWN OF HILTON HEAD ISLAND

Community Development Department

TO: Stephen G. Riley, ICMA~CM, *Town Manager*
VIA: Charles Cousins, AICP, *Director of Community Development*
VIA: Jennifer Ray, ASLA, *Planning and Special Projects Manager*
FROM: Jayme Lopko, AICP, *Senior Planner*
CC: Shawn Colin, AICP, *Deputy Director of Community Development*
DATE: May 22, 2017
SUBJECT: Phase One: Needs Assessment Recommendations

Community Services Committee Recommendation: At the May 22, 2017 Community Services Committee meeting, members voted unanimously to recommend that Town Council approve the recommendations of the Venue Committee as detailed in Exhibit A.

Venue Committee Recommendation: At the April 20, 2017 Venue Committee meeting, members voted unanimously to recommend to the Community Services Committee that Town Council approve their recommendations as detailed in Exhibit A.

Summary: The Town contracted Webb Management Services in December 2016 to begin the first phase of work, a needs assessment for entertainment, arts, culture, and heritage on the Island. After conducting 115 interviews, holding 5 community forums, collecting information about the Island and its organizations, and researching art trends, the consultant came up with six recommendations for the Town. Those final recommendations were presented to the Venue Committee on March 23, 2017.

The Venue Committee has been working over the past year researching and gathering information on entertainment, arts, culture, and heritage in our area and areas similar to ours. The Committee reviewed the recommendations of Webb Management along with the information they had collected and researched to respond to each of those recommendations. A detailed response from the Committee to each of the consultant's recommendations is contained in Exhibit A. In addition, the Venue Committee suggested steps that could be taken in a possible phase two with the consultant to advance some of the recommendations.

The recommendations of the Community Services Committee on Phase One: Needs Assessment are targeted to go to Town Council for final approval on Tuesday June 6, 2017.

Background: In recent years, Town Council has sought to examine the role of our local performing and cultural arts organizations and how they add value to and enrich residents' and guests' lives, support economic development, and attract guests to live on the Island. To that end, an Arts and Cultural Strategic Planning Committee was formed and an Arts and Cultural Assessment and Strategic Plan completed in 2016. This Report outlined various marketing and organizational implementation methods, and suggested that further research be conducted on venue issues and challenges to the numerous arts, cultural, historical, and entertainment organizations on the Island.

To accomplish this, a Venue Committee was created. This sub-committee of the Community Services Committee of Town Council has a mission to support the advancement of Hilton Head Island as a rich and diverse arts and cultural destination that enriches the lives of our residents and guests. The Venue Committee is comprised of 15 members of our community including: Cindy Creamer, Jane Joseph, Gregg Russell, Bob Lee, Karen Attaway, Tim Ridge, Rex Garniewicz, Gil Campbell, Juliann Foster, Charlie Clark, Lili Coleman, Dan Castro, Suzanne Thompson, Florence Gibbes, and Terry Herron.

Attachment:

Exhibit A - Venue Committee Recommendations

Exhibit A

Venue Committee Recommendations

May 22, 2017

Introduction

On April 20, 2017, the Town of Hilton Head Island Venue Committee unanimously voted to approve a set of recommendations to be presented first to the Community Services Committee and then to the Town Council.

The following document contains the six recommendations and summary recommendations from the Venue committee based on those presented to the Committee by Webb Management (shown in *Italics*) on March 23, 2017 and additional comments from the Committee based on a year of research.

The recommendations are based on an assessment of needs for new or improved venues in terms of audience demand, demand by the Entertainment, Arts, Culture and Heritage organizations, gaps in the existing supply of facilities and the projects' support of the broader community and regional goals. The recommendations identify six projects that should be viewed as a set of investments and that together will deliver significant value to our community, providing both economic benefits and enhanced quality of life. They are projects that would be implemented over a period of years.

At this time we are requesting funding to engage Webb Management Services in Phase II activities, which will further enhance understanding of these projects and allow for a fact-based assessment of the various projects. This will allow us to validate their value to the community and demonstrate their financial sustainability. The additional information will include:

- Physical plans
 - Space programs (e.g. types, size, general configuration, and space and component quality)
 - Site analysis
 - Order of magnitude capital cost estimates
- Business plans
 - Goals and practices
 - Scheduling
 - Operating/management models
 - Comparable models
 - Activity profile, programming and utilization plans
 - Staffing and leadership plans
 - Pro-forma operating budgets
 - Economic impacts
 - Critical path plan
- Fundraising plans

Exhibit A

- Best Practices on funding/financing
- Financing Structures
- Fundraising Environment
- Fundraising Strategy

The document also includes additional research activities to be undertaken by the Venue Committee members as part of the Phase II investigation.

Exhibit A

1. Community Arts Center

The most basic facility which Hilton Head as a community needs, is a Community Arts Center which can provide a combination of rentals, presentations, educational programs, outreach activities. Visual artists in particular lack space for teaching and related programs and continue to need space for exhibiting.

The Arts Center of Coastal Carolina has the physical attributes to become this space and was designed to serve a set of community based groups.

It would seem reasonable for the Town to invest in the Arts Center if that organization is prepared and able to re-formulate its business model to become more of a community arts center rather than being dominated by self-produced theatre. Certainly, the request for funding for technical equipment upgrades, which is valid, is easier for the Town to justify if the Arts Center is able to respond to the community's need for an arts center.

If the Arts Center is not prepared to make that change, we would encourage the Town to consider other options and possibilities for a community arts center, ideally through the adaptive re-use of some other existing structure.

The Committee agrees that we need a Community Arts Center. The definition of organizations that are potential renters/users of the Center should be expanded and could include non-Entertainment, Arts, Culture and History (EACH) organizations, such as business meetings and community organizations as well as summer youth programs, visual artist studio space and rehearsal space. Right now there is insufficient space that is available and/or affordable for many smaller EACH organizations.

The Arts Center of Coastal Carolina (ACCC) was designed to serve community based organizations. In addition, plans exist for potential additions to the complex that were never implemented but the additional required parking is no longer available (vertical parking option might resolve this issue).

We don't know that the building currently has the physical attributes to become a community center. The Committee believes that a review of the building needs to occur based on the agreed upon usage model for the building and that all costs to repair, redecorate, functionally enhance (e.g. modifications to make it effective for the designated uses) and bring to Hilton Head "standard" need to be identified. This would be a follow-on activity done by Webb Management subsequent to an agreement on Community Arts Center business model (see next item).

The Arts Center Building is the Committee's first choice for a Community Arts Center for Hilton Head if the both the Arts Center organization and Town can agree to a business model for a "Community Arts Center". We recommend that Webb should conduct this work and that it is a high priority. It should include a space usage recommendation (e.g. rehearsal space in the building vs. finding space outside), programming recommendation,

Exhibit A

staffing/expertise requirement and financing information (revenue, expense, rental pricing) to ensure that it is a sustainable model. The contract should also include clear expectations, measurement and oversight requirements. A timeframe for this agreement should be put in place so both parties can move forward.

We recommend that the Webb Phase II Scope of Work contain a requirement that the timeframe for resolution of the decision by the Arts Center of Coastal Carolina to meet the necessary model as a Community Arts center be completed within 90 days of the start of Webb's Phase II contract.

If the Town and Arts Center come to such an agreement, the Town should financially assist the Arts Center with the lighting issues that were previously requested. This assistance should include a re-evaluation of the technical equipment upgrade in terms of the new programming model.

A recommendation addressing the sale/leaseback of the Arts Center property should be included during the 90 day Phase II scope.

If no agreement is reached, the Committee will make a recommendation within the 90-day timeframe regarding other options or possibilities for a community arts center.

Exhibit A

2. A hall in Beaufort County

We would recommend the development of a new mid-size multi-purpose hall for music, dance, theater, film, speakers and other events with a capacity range between 1,200 and 1,500 seats.

There are over 100 days of demand from key groups on the island (Hilton Head Symphony, Hilton Head Choral Society, Hilton Head Dance, and the World Affairs Council of Hilton Head) for such a hall. In addition, the University of South Carolina- Beaufort has interest in expanding its arts programs and could be a potential partner in the development of such a project.

A mainland location, in proximity to I-95, would provide increased access to touring product traveling between Charleston and Savannah and as well as the growing populations in Bluffton and, potentially, Jasper County. Discussions of such a facility are already taking place in Bluffton, as the community and Beaufort County consider the future of Hilton Head National Golf Club.

The Committee fully agrees that a hall is needed to serve the growing Hilton Head Island (HHI) organizations lacking a suitable venue. A multi-purpose, flexible space design would expand its usage beyond formal performances.

- Accommodates commercial rentals, social group events, and exhibitions.
- Hosts weddings, business seminars, art showings in a well-designed lobby with food & beverage catering available.
- Allows for more performances/more flexible programming and improves potential for audience growth
- Facilitates broader audience participation through more ticket pricing options
- Improves audience experience (facilities, catering options)
- Provides the opportunity to attract groups in the shoulder seasons when outdoor events are not viable - e.g. Historical, Educational, and Religious gatherings.

The demand assessment takes into consideration only organizations based in Hilton Head Island as they currently stand. However, if a hall of this size were developed, we can see much additional demand:

- HHI-based organizations are planning to alter their programming when this space comes to fruition, increasing demand.
- Other off-island organizations would likely have interest in utilizing this space as well.
- A myriad of programming is available from promoters, or other organizations in the county, including presenting shows & business gatherings needing space beyond hotel ballrooms.
- Lobby bookings increase usage.

The Committee also agreed that the building concept/design must be done first in order to determine the amount and type of space needed to accommodate the planned uses for the Hall. That information will provide data to identify locations that would be appropriate and available.

Exhibit A

The Committee is concerned about making the decision to locate such a hall on the mainland at this point in the evaluation process. We recommend that both on-island and off-island options should be kept open:

Bluffton:

We support any location off-island that is no further than the intersection of highways 46 and 278. There is strong feedback that HHI residents will not attend events at any site further out than “just over the bridge”. If located at the USCB Hilton Head gateway, there is a concern that few current subscribers would drive past SC-170 for concerts. We have had feedback from groups which would like to utilize a new facility expressing concern over the locations of an off-island venue.

We support Hilton Head National as an option to explore but have great concerns over its viability as a location due to public resistance and lack of serious development plans for the facility. We also have the following caveats:

- The developer will meet certain minimum standards regarding seating and functionality
- It must be built early in the development project
- The Town of HHI must retain some governance/control over the usage of this venue to ensure our island organizations are protected and can use this space at a reasonable cost and have schedule allowance.

Other concerns about an off-island site include:

- Affects Hilton Head Island Accommodations Tax (ATAX) funding for occupants moving from HHI
- May negatively impact revenue from subscribers/donors
- Negatively impacts Island businesses (restaurants, etc.)
- Hilton Head Island loses some branding advantage by not having a resident symphony
- It may be very difficult to bring HHI, Bluffton and Beaufort together to get this done although we believe that having a facility available to the whole Region is very valuable.

Hilton Head:

- Experience supports the notion that being closer to I-95 than HHI for performers is negligible.
- Although population growth is off island, 2.5 million visitors come to HHI. This is a major source of Arts revenue and economic impact for HHI.
- HHI has the affluent senior population who support EACH providers.
- HHI has the infrastructure, hotels and beach that attract visitors, who prefer Island-based events – such as festivals, shows, and concerts.
- Local organizations need a venue for large events, such as large dinners because the Island hotels give priority to bookings for multi-night usage or to events with clients staying at the hotel.

Concerns about a Hilton Head location:

- Limited land options for a major venue

Exhibit A

- Road and bridge traffic issues which would need to be validated
- Parking issues

Therefore, key criteria for determining location will be the availability of land/parking and minimizing traffic issues.

We recommend that Webb Management proceed with a Phase II activity to define the programming, facility building concept, location and financial model for a multi-purpose facility. This activity should be completed in a four-month window.

A review of Hilton Head Island ATAX rules affecting local organizations that might be performing at an off-Island site needs to be done during Phase II to allow Webb to evaluate the financial impact of ATAX funding on the organizations. This should be part of a larger financial analysis of this multi-purpose hall.

In parallel with Webb's Phase II work, the Venue Committee should contact large venue management companies to obtain their evaluation of the feasibility of a multi-purpose hall in Beaufort County and including facility features, market demand, location and their interest in helping to design and manage such a facility.

Exhibit A

3. Mitchelville and other heritage assets

Mitchelville is widely recognized as Hilton Head Island's 'hidden gem'. The park, on its own, has significant local, regional, and national importance. Combined with other regional heritage sites, it could become part of a greater regional trail network within the larger Gullah Geechee Heritage Corridor, also connecting to the National Park Service and their recent work on the Reconstruction Era Monument. These efforts could strengthen the island's connection with its own history and heritage and impact visitation to the island in significant ways.

Yet, despite this potential, little progress has been made in recent years. The Town has committed to provide two years of financial support for an Executive Director for Mitchelville and is leasing the park to the Mitchelville Preservation Project for a nominal amount.

We would endorse the idea that the Town proceed with various investments in Mitchelville. However, we would encourage a more active partnership that ties those investments to a series of Town-mandated goals around program development, organizational development, and partnerships.

Mitchelville is a strong option to attract a significant national audience and would improve our reputation as a diverse and welcoming community, attracting a new segment of visitors. Additionally, having a key historical attraction on the Island could open up another source of tourism revenue for the Town. A key first step is to bring the new Executive Director on board. A key skill for this individual is getting grant funds. There is a great deal of competition for these funds but it will be a critical element. Funding for children's programming is easier to obtain.

We recommend that it should be included in the overall Venue plan. We recommend that Webb management work with the Town and the Mitchelville leadership to agree on measureable goals for the Town and Mitchelville partnership. We recommend that the Town support the leadership of Mitchelville in their efforts to build a national audience through collaboration with the Smithsonian, National Museum of African American History and Culture, National Park Service, and other similar organizations. We believe that further development of interpretive and master plans for Mitchelville should be undertaken by a consultant with experience in developing similar sites and who is hired through the Mitchelville Preservation Project.

We also believe that there should be a continued close collaboration between the Mitchelville Project and the Coastal Discovery Museum in order to utilize their expertise and resources in this area.

For the longer term the Town plan should add other heritage assets such as the Civil War and Reconstruction sites, Gullah/Geechee culture, and Native American archeological sites.

Exhibit A

4. Coastal Discovery Museum

The Coastal Discovery Museum is an important cultural asset for Hilton Head Island as it speaks to such critical issues as the environment, land, and the culture of the Lowcountry. The Museum runs many programs of interest to full-time and seasonal residents and their families. And, they are an attractive and well-run destination for visitors to the island, effectively becoming a clearing-house for a range of other attractions and amenities.

Within the recently completed strategic plan are goals to add and improve facilities that will allow the Museum to accept touring exhibitions made possible by its Smithsonian affiliation.

We endorse this plan and would encourage the Town to consider how it might support the expansion, as and when the Museum's needs become more defined.

The Committee fully supports Coastal Discovery Museum's (CDM) current strategy of a flexible, large exhibition space at Honey Horn to bring in world class exhibits during the high tourist season, which can be broken down during the shoulder seasons into smaller spaces for local groups (e.g. art shows, art for sale, chamber music). Also the strategy includes a space to accommodate 200 theater type seats. The space should be self-sustainable or profitable from an expense standpoint, achievable by selecting the appropriate exhibitions. CDM could also consider making it a unique Visitor Center. Current estimate is 10,000 sq. ft.

In addition, the CDM is pursuing a strategy of Responsible Development: the intent to be a collaborator and partner with the town and use the property to serve the community in ways that don't impact the natural beauty of the community. Examples would be pop-up concerts, including outdoor symphony performances such as Symphony under the Stars.

The Committee believes this should be a joint partnership between the CDM, Town of Hilton Head Island and Beaufort County since it would serve the population within a three-hour drive.

We recommend that Webb management work with the Town and CDM leadership to agree on measureable goals for the Town and CDM partnership.

The CDM should continue to refine the plan and work with other arts/cultural organizations on the island to identify potential users of the space and their specific usage needs.

The financials for this project should be considered along with the other recommendations to ensure that appropriate funding can be allocated to this museum space.

Exhibit A

5. Community Gathering and Event Areas

There is a recognized need in the community for gathering space. While Coligny and Shelter Cove have been successful, the Town could go further in its attempt to create public gathering space, with more integrated planning that can support the local art and music scene, local retailers, and festivals.

We are thinking particularly of younger people and families and the different ways that they might choose to participate in the arts and culture.

Such spaces might include more formal performance and festival locations, less formal park-settings, and more village or urban gathering places.

This is a longer-term effort for Town and Village planners, thinking about how open space might be protected and used for events, how other areas might be upgraded, and how commercial concentrations might be planned and developed to include a Village square.

This recommendation involves short and long term planning and implementation for three different types of spaces: Performance/festival locations, park settings and village gathering places.

The Committee agrees that the highest priority of these spaces is the performance/festival location, or outdoor event space for several reasons.

- Could be used for multiple organizations; festivals, events, symphony, other groups
- Provides opportunity for residents and visitors to experience community outdoors - Multi-generational appeal – youth, adults, families – informal
- Would accommodate wide variety of musical genres – classical, pop, contemporary, jazz, Latino, African-American, Gospel
- HHI has a proven track record for successful outdoor presentations
- Simple construction – raised pad/covered stage, power, parking - A quick build, modest cost
- “Lock it and Leave it” feature
- High revenue potential – 5000 lawn capacity, major performers. Can be an economic engine for the entire EACH program, following the model that as many other Towns have used
- Serves as Community Park for festivals needing 5000+ capacity
- When events are not booked, can revert to athletic fields
- Hilton Head’s climate provides up to eight month’s usage
- This could be located by itself or paired with another venue depending on location and space requirements.

We recommend this Committee look at creating a permanent outdoor performance space on Hilton Head to attract the potential for different kinds of entertainment and audiences, addressing the interests of more diverse members of our community.

Exhibit A

To accomplish this, we recommend Webb and local experts form a task team to look into the venue possibility, including determining what would be needed to build, considering permanent seating and a covered stage, and where to locate.

- Our Committee already has a list of available properties.
- Honey Horn should be considered for “pop up” (temporary) event space. Although this temporary space is more expensive for setup and cleanup for each show, this venue has already been successful in serving concerts for audiences of 5,000 to 7,000. It also includes parking.
- We suggest and favor a beachfront/waterfront location to create a unique experience that would fit well into the Hilton Head brand if such a site were available.

Hilton Head needs to have a fun gathering space – a place where people “must” go. In the longer term, the Town should be looking at creating gathering spaces as areas of the Island are developed or redeveloped. We recommend this goal become a consideration in every Town review of development/redevelopment on the Island, as well as an integral part of the Town’s visioning process.

- We need to be creative in our thought processes - for example, looking at the roof lines as an area of potential development/use.
- We recommend exploring the concept of a cultural district/area, potentially completed as a private endeavor with Town support and encouragement. This would help rejuvenate pockets of the Island.

Exhibit A

6. Culinary Heritage

Finally, we see a tremendous opportunity to rediscover Hilton Head Island's food and farming heritage; firstly, by re-planting portions of the island and, secondly, through the establishment of a regional farm-to-table program.

From a facility perspective, perhaps the best first step would be to attract a culinary institute to the island. This could serve as a catalyst for a series of food-as-culture initiatives, all of which could have a significant impact on the quality of life for full-time and senior residents and form the basis of new cultural and heritage tourism.

The University of South Carolina at Beaufort is developing a facility on Hilton Head specifically for hospitality management. It will have a kitchen, but is intended more for internal teaching uses.

We support the concept of food-as-culture and culinary arts as a quality of life benefit and tourism attraction, improving the HHI brand. This could also fill in for reduction in golf tourism and support the idea of HHI as eco-friendly. Rediscovering the Island's food and farming heritage and farm-to-table programs is also a positive idea. Sometime in the future, it could be desirable to have a culinary institute on the Island, but this would not be a priority for the Committee now.

Our approach would be for the Town to support an initiative to bring together for profit and non-profit organizations with an interest and capability to spearhead and develop this type of project. There are many opportunities work with the Restaurant industry, health institutions and schools to put this in motion which should provide the financial commitment. Later if University of South Carolina, Beaufort (USCB), Technical College of the Lowcountry (TCL) or other organization is interested in creating a Culinary Institute on the Island, the Town should support them.

This project of expanding food/cuisine offerings and visibility should be part of the Town's visioning process which could then help to gather the interested people and organizations. Members of the Venue Committee are interested in this project and have volunteered to represent the Venue Committee in that process.

Examples of ideas to consider might be:

- A 501[c] 3 non-profit (e.g. within the Community Foundation of the Low Country).
- A town sponsored Think Tank or Forum to solicit a "team".
- To be successful, Native Islanders and members of the Latino community need be involved.
- Celebrate Hilton Head as a farming community (to include historic crops such as indigo, rice and cotton) while exploring maritime farming (shrimping oyster harvesting fishing, etc.).

Exhibit A

A Vision for New Facilities

Note: The following five bullets are the final summary items that Webb presented as a justification for moving forward and taking action on his recommendations.

- *Recommendations are not a menu but set of investments to be viewed together.*
- *These investments will increase property values, enhance quality of life, and make HHI profile a destination.*
- *Opportunity for HHI to be part of regional planning, locating facilities sensibly, working with public/private partners for greater good.*
- *Build a capital project plan with funding and sustainable over time for the collective group of projects.*
- *Set priorities and define Town role in advancing plan.*

The Venue Committee adds:

We believe it is critical to consider these recommendations as a long term set of investments that must be viewed as a package.

These recommendations have different time elements. Some can be brought to fruition more quickly and easily, while others will take some time to develop. It is important to ensure that any action does not preclude the completion of other items listed.

We should not assume support of this vision means that the Town will take on full financial responsibility for these venues. These must be public/private partnerships and we should be working with the County and the State as well as businesses and individual donors to develop financial support.

Together, these recommendations cover diverse members of the population and help solidify Hilton Head's brand. There is ample evidence from the Arts & Cultural Strategic Planning (ACSP) Committee report and anecdotal evidence to support these benefits, including the increase to property values.

Recommended Next Steps

Additional investigation is necessary to move these ideas forward and prioritize recommendations.

Many of the recommendations can progress concurrently, as they will be multi-year projects.

The Committee recommends moving forward with a Phase II* (see definition below) contract with Webb Management as quickly as possible to include the following:

Exhibit A

1. Resolve the Arts Center recommendation. This has been an urgent need for some time. Webb should participate in discussion between Arts Center and Town to provide objectivity and achieve timing. Key tasks include:
 - a. Defining Business Model with ACCC and Town
 - b. Determining Repair/Upgrade Cost for New Usage
 - c. Evaluate the sale/leaseback proposal
2. With input from potential regional partners, determine the concept design and future location (Bluffton or Hilton Head Island) of a mid-sized multi-purpose hall. Once this is determined, proceed with planning, fundraising and development, in collaboration with regional partners.
3. Work with the Town and Mitchelville leadership to define measureable goals for the partnership between the Town and Mitchelville as they proceed with their planning/fundraising/development activities.
4. Work with the Town and CDM leadership to define measureable goals for the partnership between the Town and the CDM.
5. Determine the infrastructure requirements and future location of an outdoor event space.

*“Phase Two, if needed, includes concept development, physical planning, the beginning of site discussion, a business plan for new and/or improved facilities, and beginning the work of testing the capacity in the community to support the project that has been recommended. The purpose of this work is to provide the information and confidence to move forward with a decision.”

The Committee and Town should proceed with the following:

1. Continue with joint plan between the Town and the Coastal Discovery Museum for building expansion. (Town)
2. Incorporate plans for “Village Squares” into the Town’s long-term strategic plan. (Town)
3. Participate in the Visioning process to work with other Town stakeholders to advance the Culinary Heritage initiative. (includes Venue Committee representation)
4. Clearly define the Towns vision with regards to EACH in branding and future planning. (Culture & Arts Network Director and Culture & Arts Advisory Committee)

The Committee believes that Phase II should be completed as quickly as possible due to the urgency especially of moving forward on Recommendations for a Community Arts Center and a Hall. For this reason, the contract for Phase II with Webb should have the following time parameters all measured from the beginning of Phase II:

- Recommendation on Community Arts Center: 90 days
- Recommendation on a Hall: four months
- Recommendation on Outdoor Event Space: four months
- End of Phase II: five months (allowing time for a reconciliation between the previous three recommendations so that the conclusions of Phase II make sense as a whole)

Exhibit A

The subject of surveying citizens for community input on these recommendations has been an issue since the inception of the Venue Committee. The Committee has several questions about such a survey which include:

- the advisability of doing a survey of current citizens for projects that could take many years to complete
- the question of who should be surveyed: HHI citizens, Beaufort county citizens, current visitors, and/or potential visitors.
- the question of when a survey is valuable, i.e. What level of detail needs to be needs to be available about the projects? What is the appropriate time in the process?
- the type of survey which might be appropriate: phone, internet, and/or in person
- is there a better vehicle than a survey to gather and evaluate community input?

The Committee recommends seeking guidance from Webb management, Dr. Salazar (of USCB) and the Town's Visioning consultant to better evaluate the action that should be recommended for this subject as work on Phase II proceeds.